

MINUTES OF MEETING

Each person who decides to appeal any decision made by the Board with respect to any matter considered at the meeting is advised that the person may need to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which such appeal is to be based.

**MONTECITO
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of Montecito Community Development District was held on **Wednesday, December 7, 2016** beginning at **5:00 p.m.** at the Montecito Beach Club, located at 208 Montecito Drive, Satellite Beach, Florida 32937.

Present and constituting a quorum:

Richard Wellman	Board Supervisor, Chairman
Ed Henson	Board Supervisor, Vice Chairman
Cathi Baglin	Board Supervisor, Assistant Secretary

Also present were:

Anthony Jeancola	District Manager, Rizzetta & Company, Inc.
Mike Pawelczyk	District Counsel, Billing Cochran Lyles et. al
Rey Malave	District Engineer, Dewberry (<i>via phone & in – progress</i>)
Randy McGrath	Facility Attendant
Vivian Carvalho	Leland Management
Audience	Present

FIRST ORDER OF BUSINESS

Call to Order

Mr. Wellman called the meeting to order and Mr. Jeancola read the roll call confirming a quorum for the meeting.

SECOND ORDER OF BUSINESS

Audience Comments on the Agenda

There were no audience comments put forward at this time.

THIRD ORDER OF BUSINESS

Consideration of Minutes of the Board of Supervisors Regular Meeting held on November 21, 2016

The Board reviewed the minutes. Minor revisions were made to pages 3, 4, 5 and 7 as requested by the Board.

On Motion by Ms. Baglin, seconded by Mr. Henson, with all in favor, the Board of Supervisors approved the Minutes of the Board of Supervisors Regular Meeting held on November 21, 2016, with said changes, for Montecito Community Development District.

FOURTH ORDER OF BUSINESS

**Ratification of Construction Requisitions
837-841**

Mr. Wellman reviewed the paid requisitions.

Ms. Baglin inquired about who Sams Creek Land Company was and their role. Mr. Malave stated that they installed construction signage and the owner of the company is the on-site project inspector for the SPE.

On Motion by Mr. Wellman, seconded by Ms. Baglin, with all in favor, the Board of Supervisors ratified Construction Requisitions # 837-841, for Montecito Community Development District.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel
No report.

B. District Engineer

Mr. Malave updated the Board on the two memos which he sent to Ms. Wald. The first memo confirms that the 5 slopes are in place. As per previous conversation - maintenance is needed on all of the side slopes but reconstruction is not needed. The second memo is in regards to the amended irrigation maintenance agreement and what should be under the ownership of the CDD and the HOA and how to maintain it. There was a final meeting with the signage contractor and the District will be invoiced for the work that they have performed.

Mr. Henson asked about the water level in the ponds being on the low side. Mr. Malave indicated that it is the result of dry weather. Mr. Henson asked if they could get more flow (via pumping). Mr. Malave will get a copy of the permit.

Ms. Baglin inquired about the new enlarged pond being very low. Mr. Malave stated that sewer system construction pumping as well as the lack of rain are factors.

Mr. Wellman asked that Chip not be contacted regarding the above. Mr. Wellman spoke to Chip regarding several items including but not limited to the sewer system pumping, vegetation around the pond, color of the lamps, etc. Brief discussion ensued.

C. District Manager

Mr. Jeancola stated that prior to the meeting, he provided the oath of office and swore in Ms. Cathi Baglin and Mr. Ed Henson.

Mr. Jeancola briefly discussed the landscaping agreement between Brightview and the District. He stated that all parties are in agreement that a direct contract is the most efficient and proactive way to proceed. This item will be further discussed in the meeting under agenda item 5B.

D. Facility Attendant

Mr. McGrath has been in contact with Brighthouse (now known as Spectrum) regarding Internet service. The speed will be brought up. There will be pressure washing of the building and windows this coming Friday December 9th, 2017. He has received updated proposals from Sonitrol for the security cameras. Additional monthly fees are as follows: \$53.00 (new DVR), \$18.00 (cameras at gates) and \$30.00 (to the initial cost). The cost of installing the equipment will cost \$5,475.00. Discussion ensued.

A motion was made by Mr. Wellman, seconded by Mr. Henson, to approve the proposal received from Sonitrol in the amount of \$5,475.00 with an increase subject to staff review, for Montecito Community Development District.

Mr. Pawelczyk stated that further information may be required. He requested that the proposal be reviewed prior to being executed.

Ms. Baglin requested that this be put on hold for a few months. Discussion ensued.

Mr. Wellman asked Mr. McGrath to get additional information from Sonitrol (i.e. – specifics, camera clarity, etc.).

Mr. Wellman withdrew, with consensus of the Board, the motion to approve the proposal received from Sonitrol in the amount of \$5,475.00 with an increase subject to staff review, for Montecito Community Development District.

SIXTH ORDER OF BUSINESS

**Consideration of Clubhouse Gutter
Proposals**

Mr. Jeancola presented the three proposals received for the clubhouse gutter proposals as follows:

BMC - \$3,215.00
Gutter King - \$2,550.00
Gutters Unlimited - \$2,362.50

After general discussion, the Board agreed to move forward with and approve the proposal received from Gutter King in the amount of \$2,550.00.

On Motion by Mr. Henson, seconded by Mr. Wellman, with all in favor, the Board approved the proposal received from Gutter King in the amount of \$2,550.00, for Montecito Community Development District.

SEVENTH ORDER OF BUSINESS

Consideration of Landscape Maintenance Proposal - Brightview

Mr. Jeancola reviewed the Landscape Maintenance Proposal from Brightview as previously discussed in the last meeting. The pricing remains the same at \$3,776.66 of which \$600.00 will be used to inspect the irrigation. Other services will be charged a la carte.

Mr. Pawelczyk stated that he and Ms. Wald discussed confirming that they can move forward to sever the current relationship with the Master Association.

Mr. Jeancola indicated it is in the best interest of each entity to oversee their expenditures accordingly. Discussion ensued.

Mr. Wellman asked Mr. Pawelczyk to explain the last sentence in section 10, page 5, paragraph B of the landscape maintenance proposal, regarding the \$10.00. Mr. Pawelczyk indicated that it was a contractual provision that recognizes additional consideration to the contractor for the indemnification provision. Discussion ensued regarding Mr. Wellman's question regarding another item on page 6.

Ms. Baglin inquired about the first amendment and retaining an independent contractor to operate, maintain and repair the irrigation system. Mr. Jeancola clarified that the first amendment is no longer needed and that a mutual termination of agreement will be drafted. She also questioned if the new agreement with Brightview includes repairs in the proposed price. She commented on Mr. Malave's memos needing better descriptions regarding the specific areas. Discussion ensued regarding a few minor comments that Ms. Baglin had in reference to typos, a calendar being referred to but not included in the contract, better identifying CDD responsibilities and areas, and the renewal rate of the initial terms of the contract, etc.

On Motion by Mr. Wellman, seconded by Ms. Baglin, with all in favor, the Board approved Brightview's Landscape Maintenance Proposal, in substantial form, in the amount of \$3,776.66, for Montecito Community Development District.

EIGHTH ORDER OF BUSINESS

Consideration of Amended Irrigation Maintenance Agreement

The Board reviewed the amended irrigation maintenance agreement. After general discussion, the Board decided to table the first amendment until further notice.

On Motion by Mr. Wellman, seconded by Ms. Baglin, with all in favor, the Board authorized the Chair to execute the termination of the landscape and irrigation agreement effective as of January 1, 2017, for Montecito Community Development District.

NINTH ORDER OF BUSINESS

Audience Comments and Supervisor Requests

A resident brought up that the HOA requested a list of CDD resident names and addresses to determine the number of renters. Someone stated that they were informed that the association was not privy to this information. Mr. Pawelczyk clarified such information if kept by the district is permissible to be provided and emphasized that requests need to be made directly through the District Management office. Any requests for updates to lists must be made through the District Manager as well. Discussion ensued.

Ms. DeJesus, the Vice President of single family homes, is against the amended irrigation maintenance agreement because she feels that this is the CDD's responsibility and not the HOA's. Mr. Pawelczyk explained the history of the irrigation system being set up the "wrong" way – it was set up the most efficient way. There was one irrigation system set up for all of the properties in the district. There should have been a public system (CDD) and a private system (homes). Ms. Carvalho clarified that Mr. Malave is going to provide a site map which will describe where the cut off is. Discussion ensued.

A resident commented on the push mowing on the association lots.


A resident questioned the fixing of the pavement and the filling of the holes from the tree removal. It was stated that the pavement is in the process of being fixed.


Mr. Jeancola stated that the next meeting would be held on Monday, February 27, 2016 at 10:30 a.m. at the Montecito Beach Club, located at 208 Montecito Drive, Satellite Beach, Florida 32937.

TENTH ORDER OF BUSINESS

Adjournment

On Motion by Mr. Wellman, seconded by Mr. Henson, with all in favor, the Board adjourned the meeting at 6:52 p.m. for Montecito Community Development District.


Secretary/Assistant Secretary


Chairman/Vice Chairman