

MINUTES OF MEETING
MONTECITO
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Montecito Community Development District was held on Monday, February 22, 2021 at 10:30 a.m. at the Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida.

Present and constituting a quorum were:

Larry Bradshaw	Chairman
Catherine LeCesne	Vice Chair
Tanja Glynn	Assistant Secretary
Ed Henson	Assistant Secretary
Roger Weinreb	Assistant Secretary

Also present were:

Jason Showe	District Manager
Ginger Wald	District Counsel
Ray Malavé	District Engineer
William Viasalyers	Field Manager
Randy McGrath	Amenities Manager
Residents	

The following is a summary of the discussions and actions taken at the February 22, 2021 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order and called the roll. A quorum was present.

SECOND ORDER OF BUSINESS

Public Comment Period

Mr. Doug Glass (Montecito Drive) suggested changing the age for the pool attendant position from 16 to 21 to deal with people who drank alcohol, widening the outer rim of the circle at the gate and cutting the corner. He submitted a work request two weeks ago for two streetlights that were out. Mr. Showe stated the lights would not be repaired until construction was complete. Mr. Glass pointed out this was a safety issue. Resident (Pam Smith, Carlsbad Drive) questioned

the plan for the wall and the back gate. A resident questioned the status of the trees near the lake and the walkway for the gate at southeast corner of the property. Mr. Bradshaw stated these items would be discussed later in the meeting.

Mr. Weinreb joined the meeting.

THIRD ORDER OF BUSINESS

Approval of Minutes of the December 2, 2020 Meeting

Mr. Showe received corrections to the minutes from Board Members, which would be incorporated.

On MOTION by Ms. Glynn seconded by Mr. Henson with all in favor the Minutes of the December 2, 2020 Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

New Business Items

- **Staff Reports – District Engineer – Additional Gate Access at Shearwater** *(Item 5.B.1.)*

Mr. Bradshaw stated residents requested a pedestrian gate on the Southeast corner of Shearwater Parkway for beach access. Mr. Malavé presented a map. The wall behind a 10-foot tract owned by the CDD was not built at this time. Mr. Malavé suggested working with the developer. If the developer did not agree, the estimated cost was approximately \$25,000; \$5,500 for the sidewalk, \$1,200 for a survey to redirect the sidewalk around a green transformer box, \$5,000 to \$10,000 for the wall opening and \$6,000 to \$7,000 for the gate. Ms. Glynn noted the estimate could be reduced by \$5,000 if the work was completed before the wall was built. Ms. LeCesne suggested 4-feet on each side between the sidewalk and resident’s home versus 2-feet. Mr. Bradshaw suggested a small L wall with one side connecting to the gate. Mr. Henson preferred access behind the single-family homes. Ms. Glynn suggested the CDD landscape the area. *After further discussion, there was Board consensus for the District Engineer to meet with the developer.*

A. Discussion of Resident Plantings on Lake Bank

Mr. Showe stated this item was discussed at the workshop after a resident planted on the lake bank without the Board’s approval. Ms. Glynn, Mr. Bradshaw and Ms. LeCesne were in favor of leaving the plantings. They looked nice and helped with erosion. Mr. Henson voiced concern about setting a precedence since the Board never allowed residents to utilize CDD property. Ms. Wald advised this was CDD property and the Board had the authority to enforce its rules and

regulations. *After further discussion, there was Board consensus to allow the plantings, subject to clarity that the Board did not approve it, expend funds and future requests must come before the Board.*

B. Discussion of Off Duty Officers

Mr. Showe stated the Satellite Beach Police Department would provide an off-duty officer at \$35 an hour for a minimum of two hours. Mr. Bradshaw felt it was necessary to have an off-duty officer monitor the construction entrance and issue citations. Mr. Showe stated it was the officer's discretion to issue tickets. Mr. Henson proposed the off-duty officer start immediately on a temporary basis, provide an incident report and ticket vehicles blocking sidewalks. Ms. Glynn felt this was an inexpensive and more effective way of enforcement. Mr. Showe suggested the following objectives of the off-duty officer:

1. Monitoring construction entrance - Primary
2. Speed enforcement - Secondary
3. Stop sign enforcement
4. Parking violations

On MOTION by Ms. LeCesne seconded by Mr. Weinreb with all in favor hiring an off-duty officer from the Satellite Beach Police Department on a temporary basis to monitor the construction entrance was approved.

Mr. Bradshaw proposed the off-duty officer provide enforcement Monday through Friday from 5:00 p.m. and 7:00 p.m. for two weeks prohibiting tractor trailers over 40 feet from entering the construction entrance and enforcing the speed limit, stop signs and parking violations

On MOTION by Mr. Weinreb seconded by Mr. Henson with all in favor having the off-duty officer from the Satellite Beach Police Department start immediately on a temporary basis for two weeks from 5:00 p.m. to 7:00 p.m. Monday through Friday was approved.

Mr. Bradshaw voiced concern with tractor trailers damaging pavers and sidewalks. One misjudged the clearance, causing damage, but the driver left before action was taken. Ms. Glynn was concerned with tractor trailers entering the South Patrick Drive entrance and getting stuck in the roundabout. Mr. Bradshaw proposed the tractor trailers offload onto smaller trucks and Mr.

McGrath be compensated for his overtime dealing with this matter. Mr. Henson suggested removing the outer ring of the roundabout. Mr. Glass suggested placing bollards at all entrances. Mr. Wald recommended the Board enact formal rules and regulations for the size and weight of vehicles allowed to enter the community. Mr. McGrath was encouraged to obtain a Police Report for the hit and run. *After further discussion, there was Board consensus for the District Counsel and District Manager to prepare rules for the workshop.*

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor authorization for the District Manager to advertise a rulemaking hearing on May 5, 2021 for the size and weight of vehicles allowed to enter the community was approved.

Ms. Glynn asked why vehicles entered the community through the exit. Mr. Bradshaw had staff set up cones for this purpose. Mr. McGrath requested lanes for emergency vehicles. Mr. Henson suggested posting a two-way traffic sign with caution tape. Mr. Bradshaw asked Mr. McGrath to obtain an estimate for the gate repair/replacement and installing timers.

C. Discussion of Proposals

1. Bollard/Landscaping Plan

Mr. Showe was waiting for proposals from the landscaping company. Mr. Viasalyers requested a motion for a not-to-exceed amount. Mr. Bradshaw suggested taller bushes so cars did not drive over them. Ms. LeCesne recommended marine grade stainless steel bollards, which lasted longer with minimal maintenance at a cost of \$600 each. Mr. Bradshaw proposed one bollard in the middle and bushes on the side versus two bollards side-by-side in three areas where they were needed. Mr. Henson questioned how many companies paid for damages. Mr. Showe had no way of knowing. Mr. Henson stated bollards were in locations where construction was completed. Ms. LeCesne felt they were being proactive. Discussion ensued.

Ms. Glynn moved to approve a not-to-exceed amount of \$5,000 for one bollard and landscaping in three areas and Mr. Bradshaw seconded the motion.

Mr. Henson did not like bollards, but there were times when they must have them. They must be durable and aesthetically pleasing.

On VOICE VOTE with all in favor approving a not-to-exceed amount of \$5,000 for one bollard and landscaping in three areas was approved.

2. Patio Motion Sensors

Mr. Bradshaw noted the patio area was closed at dusk, but there was a class on the patio after dusk. Mr. Showe presented a proposal in the amount of \$834 for two for patio motion sensors and \$10 for monitoring. Mr. McGrath would receive a notification when the motion sensor activated and he could tell the violators through a speaker on the patio to leave or the police would be called. For the motion sensors to activate before 10:00 p.m., it must be on a separate circuit. Ms. LeCesne asked how often the violation occurred. Mr. McGrath stated the class was once a week. The organizer noted no violation because they enter through the Clubhouse, which was open until 10:00 p.m. Ms. Glynn suggested deactivating their card if they were not in compliance. Mr. Bradshaw preferred to fix the security system so there was better monitoring.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor the proposal from Sonitrol for patio motion sensors in the amount of \$834 and \$10 for monitoring was approved.

Mr. McGrath stated the meter on Pump Station 1 was not functioning. Mr. Malavé confirmed St. Johns River Water Management District (SJRWMD) were replacing meters.

Mr. Malavé left the meeting.

3. Speed Signs

Mr. Showe presented the following proposals for a digital speed limit sign:

- Universal Signs - \$3,133, with a data recorder recording the number of people speeding and the average speed.
- Amazon - \$2,895 without the data recorder.
- Emedco - \$3,997.41 for a solar powered sign flashing the speed.
- LEDLIGHTING Solutions - \$900 for a standard speed limit sign.

Mr. Bradshaw preferred the sign have a data recorder. Mr. Showe proposed purchasing one sign and moving to different locations. Mr. Bradshaw wanted 30 days with a day before moving it and placing in the townhome section and long straightaways to start with. Ms. Glynn favored the data collection. Mr. Showe noted most communities had one incoming and outgoing sign. Ms.

LeCesne wanted an orange or yellow sign. Mr. Showe stated yellow was standard and drew attention. Ms. Glynn proposed starting with one sign that was rust proof and had Bluetooth. Mr. Viasalyers would receive the data and provide at a workshop for Board discussion. Discussion ensued.

Ms. Glynn moved to purchase a digital speed limit sign in a not-to-exceed amount of \$3,500 from Universal Signs and Mr. Bradshaw seconded the motion.

Mr. Henson disagreed, due to hiring the police officer and his belief that no matter how many signs were installed people would violate the law. Mr. Bradshaw noted with the data, they would know the hours to have the police officer. Mr. Henson preferred waiting until construction was completed.

On VOICE VOTE with Mr. Bradshaw in favor and Mr. Weinreb, Ms. Glynn, Ms. LeCesne and Mr. Henson dissenting, purchasing a digital speed limit sign from Universal Signs in a not-to-exceed amount of \$3,500 was not approved. (Motion Failed 1-4)

D. Consideration of Resolution 2021-03 Providing for Removal and Appointment of Treasurer

Mr. Showe presented Resolution 2021-03 removing Mr. Ariel Lovera as Treasurer and appointing Mr. Showe as Treasurer. Mr. Lovera resigned from GMS.

On MOTION by Ms. Glynn seconded by Mr. Weinreb with all in favor removing Mr. Ariel Lovera as Treasurer and appointing Mr. Showe as Treasurer as evidenced by Resolution 2021-03 was adopted.

Ms. Glynn requested copies of invoices. Mr. Showe would provide.

E. Ratification of E-Verify Memorandum of Understanding

Ms. Wald explained last year, Florida Law was changed to require Special Districts to enroll in the E-Verify System, to prevent the hiring of illegal aliens. It also required contractors as of January 1, 2021 to utilize the E-Verify System for their employees. Mr. Showe requested ratification as the District was already registered in the E-Verify System.

On MOTION by Ms. Glynn seconded by Mr. Henson with all in favor enrolling the District in the E-Verify System Memorandum of Understanding was ratified.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

There being none, the next item followed.

B. District Engineer

1. Additional Gate Access at Shearwater

This item was discussed.

C. District Manager

1. Consideration of Check Register

Mr. Showe presented the check registers for November, December and January in the amounts of \$38,369.04, \$362,320.12 and \$52,300.99.

On MOTION by Ms. Glynn seconded by Mr. Henson with all in favor the Check Registers for November, December and January were approved.

2. Balance Sheet and Income Statement

Mr. Showe presented the Balance Sheet and Income Statement as of January 31, 2021. The District was in good shape with assessment collections at 97%.

D. Facility Manager

Mr. McGrath provided photos of a controller at Pump Station #1, which was left uncovered by Insight Irrigation in January, exposing it to the elements. Photos were sent to GMS, but Mr. Viasalyers never received them. Mr. Bradshaw asked if it was left in this condition on the date of installation. Mr. Viasalyers believed there was miscommunication. There was a communication issue from the controller and signal. An antenna is being installed to controlled it remotely. Ms. LeCesne thanked Mr. McGrath for identifying the exposed pump station and asked how it could be reported in a timely manner. Mr. Showe received the pictures and noted communication issues with the box, which was being resolved. Mr. Bradshaw asked if there was an open ticket for the communication issue. Mr. Showe did not believe there was. If an issue could not be solved in 24 hours, Mr. Bradshaw requested a ticket be issued so everyone was aware of it.

Mr. Bradshaw stated based on a study, the Board decided if lake level ever dropped below 3.00 feet, not to irrigate. After it rained, the pumps could be turned back on. His understanding was the wells were still running. They asked to open the wells when the new meter was installed, because the well water was lower than standards. He asked who made the decision on whether the wells could be turned on and off. The wells were currently on, but the meter did not work because no water was going through them. Instead of taking meter readings once a month, they were taken several times. Mr. Henson recalled the wells were turned off some time ago. Mr. Bradshaw confirmed it was only until they purchased a new meter. Since the readings were good, the water remained on and the wells were open. Mr. Bradshaw did not want readings of other lakes due to the fact that the Board only paid to have one lake calibrated for measuring, Lake Catalina. Only wells would remain open unless a decision was made by the Board to close them. Discussion ensued.

Mr. McGrath reported debris from mulch installed by the landscaper, went into the sump pump while the fountains at the entrance were being worked on, causing the impellers to become jammed. Mr. Viasalyers found a sock to prevent debris from infiltrating the impellers.

E. Field Manager

Mr. Viasalyers provided the Field Manager's Report, which was included in the agenda package. He was working with the lake maintenance vendor to install the grass carp. There were some permit requirement issues. Trash was being picked up around all six lakes as requested by Mr. Henson. Mr. Viasalyers presented a proposal from ECOR for seeding all lake banks in the rainy season to promote new growth of turf and prevent erosion. Mr. Henson questioned the type of seed. Mr. Viasalyers stated Bermuda was the best seed and the most economical. Ms. Glynn questioned the seed growth time. Mr. Viasalyers stated it took approximately four weeks to sprout. Mr. Henson asked how often they paid \$150 for lake cleanup. Mr. Viasalyers stated as needed per the Board's direction.

On MOTION by Ms. Glynn seconded by Mr. Henson with all in favor the proposal from ECOR to seed all lake banks in the amount of \$725 was approved.

Mr. Viasalyers stated the chemicals were supposed to be delivered today, but they were coming from Ohio. If they were not delivered by 4:00 p.m., they could not accept delivery. The

playground equipment was delivered last Thursday and was working with Mr. McGrath on the installation. The east parking lot walkway from the townhomes to the overflow parking was completed last night. Mr. Bradshaw asked why the parking area was blocked off for the last several weeks. Ms. LeCesne stated it was for the painting of the townhomes. Mr. Viasalyers would post an overflow parking sign. The survey for the pavilion was accepted and they were waiting for the city to release the permit before construction starts. The keypad was installed in the island in front of the South Patrick exit gate. There were issues with the cameras. Staff was working with Spectrum. Static IPs at both entrances were removed, but the ones at the South Patrick exit gate must be reconfigured. It will save the District \$3,100. There were issues with Pump Station #2 and someone was coming out today to evaluate it. Mr. Henson questioned the timing of the grass carp. Mr. Viasalyers stated ECOR must fix the gap in a PVC grate to keep the carp from escaping into the stormwater. As soon as the permit requirements were satisfied, the carp would be released. Mr. Henson questioned the status of the beach area. Mr. Viasalyers stated Paradise had to meet a couple of requirements. Mr. Henson asked about the main line at the pump station. Mr. Viasalyers stated it was repaired. Mr. Bradshaw noted less irrigation issues and thanked Mr. Viasalyers.

SIXTH ORDER OF BUSINESS

Supervisor's Requests

Mr. Bradshaw asked about raising the age pool attendant position from 16 to 21. Ms. LeCesne preferred someone older. Ms. Glynn suggested raising it to 18 years old. *After further discussion, there was Board consensus to change the age of the pool attendant position to 18 years old.* Ms. LeCesne thanked Mr. Viasalyers for his report. It was organized and astute. In her opinion, the ticket system was brilliant and residents needed to utilize it. Ms. LeCesne relied on Mr. Viasalyers, Mr. McGrath, Mr. Bradshaw and Mr. Showe for questions and wondered what they could do to make communications better. She only wanted to speak to one person. Mr. Showe offered to answer questions and defer to the appropriate party. Ms. Glynn noted the benefit of issuing a ticket was to route it to the responsible party.

Mr. Henson recalled the prior management company only dealt with the Chair and felt there was no better manager than Mr. Showe. He was very responsive. The Board Members agreed. Ms. Glynn suggested placing the flagpole in the roundabout. Mr. Bradshaw felt it would take away from the décor. Mr. Bradshaw asked about VUE tying into the Districts stormwater management

system. Mr. Showe had not heard from them and the Board was not approving anything until they met with the Board at a workshop.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. Glynn seconded by Mr. Weinreb with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman