

*Montecito Community  
Development District*

*Meeting Agenda*

*June 7, 2023*

# AGENDA

**Montecito**  
**Community Development District**  
[www.MontecitoCDD.org](http://www.MontecitoCDD.org)

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May 31, 2023

Board of Supervisors  
Montecito Community Development District

Dear Board Members:

The Montecito Community Development District Board of Supervisors Meeting is scheduled for **Wednesday, June 7, 2023 at 9:30 a.m. at Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida.** Following is the agenda for the meeting:

- I. Roll Call
- II. Audience Comments Related to Agenda Items (Limited to 3 Minutes per Person)
- III. Landscape and Irrigation Reports
  - a. ProGreen
- IV. Approval of Consent Agenda
  - a. Summary Minutes of the May 3, 2023 Board of Supervisors Meeting
  - b. Balance Sheet and Income Statement
  - c. Assessment Receipts Schedule
  - d. Check Register
- V. Staff Reports
  - a. District Counsel
  - b. District Engineer
  - c. District Manager
  - d. General Manager
- VI. Business Items
  - a. Items for Board Consideration
    - i. Resolution 2023-09 Adopting the District Ethics Policy & Code of Conduct for Board of Supervisors
    - ii. Insight Irrigation, LLC Irrigation Inspection Services Proposal - \$4,000
    - iii. ProGreen Estimate for Well Installation - \$21,866
    - iv. ProGreen Estimate for Well Abandonment - \$3,400
    - v. ProGreen Estimate for Tree Removal - \$3,785
    - vi. Roofing Proposal(s) to Repair Damages at Amenity Center
    - vii. Central Florida Stairlift, LLC ADA Pool Lift Installation Quotation

- b. Items for Board Ratification
  - i. Florida Door Control Preventative Maintenance Agreement for Gates
  - ii. ProGreen Mapping Proposal
  - iii. Hoover Pump Control Support Leg Replacement
- c. Discussion Items
  - i. Approved Budget for Fiscal Year 2024
  - ii. No Responses Received for the RFQ for Professional Engineering Services
  - iii. Presentation of Number of Registered Voters – 801
  - iv. Form 1: Statement of Financial Interests Filing Deadline Reminder – Due July 1<sup>st</sup>
- VII. Other Business
- VIII. Supervisor Requests
- IX. Audience Comments
- X. Next Scheduled Meeting – July 12, 2023, at 9:30 AM at the Montecito Beach Club
- XI. Adjournment

**PUBLIC CONDUCT:** Members of the public are provided the opportunity for public comment during the meeting. Each member of the public is limited to three (3) minutes, at the discretion of the Presiding Officer, which may be shortened depending on the number of speakers. Speakers shall refrain from disorderly conduct, including launching personal attacks; the Presiding Officer shall have the discretion to remove any speaker that disregards the District's public decorum policies. Public comments are not a Q&A session; Board Supervisors are not expected to respond to questions during the public comment period.



## SECTION III

# SECTION A

Date: 5/31/23

## **Montecito CDD Monthly Executive Summary – ProGreen Services**

### **Completed Projects:**

5/12/23 – West Controller second modem was installed and is working. Insight added a temporary 3<sup>rd</sup> day to the schedules to make up for the missed days.

5/16/23 – Began weekly property inspections with Denisse Grimm. Scheduled for Tuesday each week.

5/16/23 – Began sending weekly CDD work order reports to Denisse. Reports will be sent every Friday.

5/17/23 – Began replacing the plants in the pots around the club house and pool area.

5/23/23 – Began the tree trimming of the CDD property. We are working around the exterior of the property then into the club house areas. Then will proceed to the single family and townhouse sections.

5/26/23 – Provided an updated quote 5050 for the sod replacement at the 3 single family homes. This is an updated quote from the original overall sod quote for the CDD 4816 that was approved by the board.

5/26/23 – Mapping of the CDD section of the irrigation has been complete. Paper and digital maps will be provided.



Example of the map

5/30/23 – Treated the pots around the club house and pool area for snails/aphids.

5/31/23 – Select plantings for entrance pots to be replaced.

6/3/23 – Removed the ornamental grass along the back bank of the pond between the playground and the pond. Replaced with Mexican Petunia and Pygmy Date Palms

### Upcoming Projects / Activities:

Depending on CDD approvals and the weather sod installs will be in June.

### Maintenance Service Schedule:

Service date for June is on Thursdays.

- Mowing Schedule for June – 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup>. Subject to change depending on weather.
- Detail schedule June – 1<sup>st</sup> and 29<sup>th</sup> Entrances / Club House, 15<sup>th</sup> Perimeter, 1<sup>st</sup>, 8<sup>th</sup>, 22<sup>th</sup> Townhome CDD section
- Bed Weed Control June – 1<sup>st</sup>, 8<sup>th</sup>, 15<sup>th</sup>, 22<sup>nd</sup>, 29<sup>th</sup> Treat areas as necessary.

### Montecito – CDD Enhancement Estimates

## **Irrigation / Project Enhancements**

Rewire sections of the community. After the mapping is completed, we will review our findings and determine which sections we recommend for rewiring.

Provide a quote for replacing the faceplate and LTE modem for the Club House and East pump stations.

Provide a quote to cap the well and drill a new well at the West Pump Station Controller.

Install Rock along the Vue fence on Carlsbad.

Remove 7 trees and stumps in the CDD areas of the single-family section and townhomes.

Mulch Install - Estimate 4787 to install 300 yards of Mulch \$19,500.00 in CDD areas.

Date Received	Date Scheduled	Date Completed	Address	Category	Notes	Follow up Notes	Item Status	Area
30-Mar	6-Apr	6-Apr	726 Simeon Dr	Irrigation	The irrigation system has not been operating in our area of the townhouses in a couple of weeks. The lawn and bushes are looking very stressed. Can we please get the system checked as soon as possible by Paradise or ProGreen, whichever contractor is supposed to be handling this. The common area surrounding the pond behind us is also looking exceptionally dry.	Wet check operation normal	Closed	CDD
15-Apr	15-Apr	15-Apr	635 Mission Bay	Irrigation	Received an email from Mac about an emergency issue with a possible irrigation issue at the address with the irrigation coming on at the property and the homeowner has an issue with water coming out under their pool patio.	We investigated and determined that the issue was a false alarm as our technician had been inspecting the neighbors system and turned on the system for this property. They noticed the water coming out under the pool deck. He turned their system back off and there was some sand on the pool deck that was left that the homeowner saw and thought the system had turned on overnight. We explained the situation to the homeowner and resolved the issue.	Closed	CDD
20-Apr	20-Apr	20-Apr	749 Monterey Drive	Irrigation	Homeowner reported no irrigation working at her property and neighbors	Inspected and replaced one 6" pop up and 1 nozzle at the address and inspected neighbors and all operational	Closed	CDD
18-Apr	20-Apr	20-Apr	Monterey Dr	Irrigation	Received a report from Insight that the odd section of Monterey was down.	Inspected and corrected a bad wire. Section is back up and operational	Closed	CDD

## SECTION IV

# SECTION A



MINUTES OF MEETING  
MONTECITO  
COMMUNITY DEVELOPMENT DISTRICT

The regular meeting of the Board of Supervisors of the Montecito Community Development District was held on Wednesday, May 3, 2023 at 9:30 a.m. via Zoom Communication Media Technology and at the Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida.

Present and constituting a quorum were:

Catherine LeCesne  
Ed Henson  
Tanja Glynn  
Richard Wellman  
Eric Smith

Chair  
Vice Chair  
Assistant Secretary  
Assistant Secretary  
Assistant Secretary

Also present were:

Darrin Mossing  
Michael Pawelczyk  
Dan Fagen  
Denisse Grimm  
Rusty Kahoe  
Residents

District Manager  
District Counsel  
Vesta Property Services  
Vesta Property Services  
ProGreen Services, LLC

*The following is a summary of the discussions and actions taken at the May 3, 2023 meeting. A copy of the proceedings can be obtained by contacting the District Manager. Due to a technical issue with the audio recording, the meeting was summarized based on District Manager notes.*

**FIRST ORDER OF BUSINESS**

**Roll Call**

Mr. Mossing called the meeting to order at 9:30 a.m. and called the roll. A quorum was present.

**SECOND ORDER OF BUSINESS**

**Audience Comments Related to Agenda  
Items (Limited to 3 Minutes per Person)**

Mr. Mossing opened the floor to audience comments. The Board heard audience comments on agenda items and Mr. Mossing closed the floor to audience comments.

**THIRD ORDER OF BUSINESS**

**Landscape and Irrigation Reports**

**A. ProGreen**

Mr. Rusty Kahoe of ProGreen Services, LLC. (ProGreen) presented the landscaping and irrigation reports, which were included in the agenda package.

**FOURTH ORDER OF BUSINESS**

**Approval of Consent Agenda**

**A. Minutes of the April 5, 2023 Board of Supervisors Meeting – *Under Separate Cover***

Mr. Mossing presented the minutes of the April 5, 2023 Meeting, which were provided to the Board under separate cover.

**B. Balance Sheet and Income Statement**

Mr. Mossing presented the Unaudited Financial Statements through March 31, 2023, which were included in the agenda package for informational purposes.

**C. Assessment Receipts Schedule**

Mr. Mossing presented the Special Assessment Receipt Schedule for Fiscal Year 2023, which was included in the agenda package.

**D. Check Register**

Mr. Mossing presented the Check Register from March 1, 2023 through March 31, 2023 in the amount of \$53,281.09, which was included in the agenda package.

On MOTION by Ms. LeCesne seconded by Ms. Glynn with all in favor the consent agenda items as stated above were approved.
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**FIFTH ORDER OF BUSINESS**

**Staff Reports**

**A. District Counsel**

There being no comments, the next item followed.

**B. District Engineer**

There being no comments, the next item followed.

**C. District Manager**

A request was made to change the June 7, 2023 Board of Supervisors meeting time from 5:30 p.m. to 9:30 a.m. and the July Board of Supervisors meeting from July 5, 2023 to July 12, 2023 and the time from 9:30 a.m. to 5:30 p.m.

On MOTION by Ms. LeCesne seconded by Mr. Wellman with all in favor changing the June 7, 2023 Board of Supervisors meeting time from 5:30 p.m. to 9:30 a.m. and the July 5, 2023 Board of Supervisors meeting from July 5, 2023 to July 12, 2023 and the time from 9:30 a.m. to 5:30 p.m. was approved.

**D. Vesta Update**

Mr. Dan Fagen of Vesta Property Services, Inc. (Vesta) provided an update of their transition as General Manager of the facilities.

**SIXTH ORDER OF BUSINESS**

**Business Items**

**A. Items for Board Consideration**

**i. Resolution 2023-08 Approving the Proposed Fiscal Year 2024 Budget and Setting a Public Hearing**

Mr. Mossing presented Resolution 2023-08, approving the Proposed Budget for Fiscal Year 2024, which was included in the agenda package. There was a Board request to change the meeting time from 9:30 a.m. to 5:30 p.m.

On MOTION by Mr. Wellman seconded by Mr. Smith with all in favor Resolution 2023-08 Approving the Proposed Budget for Fiscal Year 2024 and Setting the Public Hearing for August 2, 2023, changing the meeting time from 9:30 a.m. to 5:30 p.m. at this location was adopted.

**ii. General Operations and Facilities Management Agreement with Vesta Property Services, Inc.**

Mr. Fagen presented the General Operations and Facilities Management Agreement with Vesta, which was included in the agenda package. The Board requested that the Clubhouse phone number be forwarded to Vesta to handle any after hour calls and that Mr. Fagen update the Facility Attendant checklist attached to the agreement and bring back to the Board.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor the General Operations and Facilities Management Agreement with Vesta Property Services, Inc. was approved.

**iii. Board of Supervisors Code of Conduct**

Mr. Mossing presented an Ethics Policy and Code of Conduct for the Board of Supervisors, which was included in the agenda package. The Board discussed approving the form of the policy and having District Counsel draft a Resolution to formally adopt the policy.

On MOTION by Mr. Henson seconded by Ms. LeCesne with all in favor the Ethics Policy and Code of Conduct for the Board of Supervisors was approved and District Counsel authorized to prepare Resolution for approval at next meeting.

**iv. Proposal from Florida Reserve Study and Appraisal to Update 2016 Funding Reserve Analysis Report**

Mr. Mossing presented a proposal from Florida Reserve Study and Appraisal to update the 2016 Funding Reserve Analysis Report, which was included in the agenda package.

On MOTION by Ms. LeCesne seconded by Mr. Wellman with all in favor the proposal from Florida Reserve Study and Appraisal to Update the 2016 Funding Reserve Analysis Report was approved.

**v. Proposal from Brown Fitness Services, LLC for Quarterly Fitness Equipment Maintenance**

Mr. Mossing presented a proposal from Brown Fitness Services, LLC for quarterly fitness equipment maintenance, which was included in the agenda package.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor the proposal from Brown Fitness Services, LLC for Quarterly Fitness Equipment Maintenance in the amount of \$675 was approved.

**vi. Opening Money Market Account with Bank United**

Mr. Mossing presented information from Bank United for opening a money market account, which was included in the agenda package.

On MOTION by Ms. LeCesne seconded by Mr. Wellman with all in favor opening a money market account with Bank United was approved.

**B. Ratification of Proposal from Lock Haven-1**

Mr. Mossing presented a quote from Lock Haven-1 to change locks at the Clubhouse, which was included in the agenda package.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor the quote from Lock Haven-1 to change locks at the Clubhouse in the amount of \$2,670 was ratified.

**C. Discussion Items**

**i. Holiday Lighting**

Holiday lighting was discussed.

**ii. Vue Fence**

Discussion ensued. The Board requested that Ms. Grimm obtain proposals for finishing the wall from Superior Fencing.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor purchasing a fence with a kick plate in a not-to-exceed amount of \$10,000 was approved.

**SEVENTH ORDER OF BUSINESS**

**Other Business**

There being none, the next item followed.

**EIGHTH ORDER OF BUSINESS**

**Supervisor's Requests**

Mr. Henson discussed stop signs.

**NINTH ORDER OF BUSINESS**

**Audience Comments**

Mr. Mossing opened the floor to audience comments. The Board heard audience comments on agenda items and Mr. Mossing closed the floor to audience comments.

**TENTH ORDER OF BUSINESS**

**Next Scheduled Meeting – June 7, 2023 at 9:30 AM at the Montecito Beach Club**

The next meeting was scheduled for June 7, 2023 at 9:30 a.m. at this location.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment**

The meeting was adjourned.

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Secretary/Assistant Secretary

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Chairman/Vice Chairman

## SECTION B

***Montecito***  
***Community Development District***

***Unaudited Financial Reporting***  
***April 30, 2023***



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**Montecito**  
**Community Development District**  
**Combined Balance Sheet**  
**April 30, 2023**

	General Fund	Debt Service Fund	Capital Project Fund	Capital Reserve Fund	Totals Governmental Funds
<b>Assets:</b>					
<b>Cash:</b>					
Operating Account	\$ 409,711	\$ -	\$ -	\$ -	\$ 409,711
Capital Reserve Account	\$ -	\$ -	\$ -	\$ 296,373	\$ 296,373
Roadway Reserve Account	\$ -	\$ -	\$ -	\$ 149,746	\$ 149,746
<b>Investments:</b>					
Money Market - Suntrust	\$ 29,135	\$ -	\$ -	\$ -	\$ 29,135
<b>Series 2006A</b>					
Reserve	\$ -	\$ 4	\$ -	\$ -	\$ 4
Revenue	\$ -	\$ 3	\$ -	\$ -	\$ 3
Construction	\$ -	\$ -	\$ 14,152	\$ -	\$ 14,152
<b>Series 2022</b>					
Reserve	\$ -	\$ 32,269	\$ -	\$ -	\$ 32,269
Revenue	\$ -	\$ 328,542	\$ -	\$ -	\$ 328,542
Interest	\$ -	\$ 367	\$ -	\$ -	\$ 367
Prepayment	\$ -	\$ 10,320	\$ -	\$ -	\$ 10,320
Due from General Fund	\$ -	\$ 35	\$ -	\$ -	\$ 35
Prepaid Expenses	\$ 1,335	\$ -	\$ -	\$ -	\$ 1,335
Deposits	\$ 4,541	\$ -	\$ -	\$ -	\$ 4,541
<b>Total Assets</b>	<b>\$ 444,721</b>	<b>\$ 371,540</b>	<b>\$ 14,152</b>	<b>\$ 446,119</b>	<b>\$ 1,276,532</b>
<b>Liabilities:</b>					
Accounts Payable	\$ 38,045	\$ -	\$ -	\$ -	\$ 38,045
Due to Debt Service	\$ 35	\$ -	\$ -	\$ -	\$ 35
<b>Total Liabilities</b>	<b>\$ 38,080</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 38,080</b>
<b>Fund Balance:</b>					
Assigned for:					
Capital Reserves	\$ -	\$ -	\$ -	\$ 446,119	\$ 446,119
Nonspendable:					
Deposits and Prepaid Items	\$ 5,876	\$ -	\$ -	\$ -	\$ 5,876
Restricted for:					
Debt Service - Series 2022	\$ -	\$ 371,540	\$ -	\$ -	\$ 371,540
Capital Projects - Series 2022	\$ -	\$ -	\$ 14,152	\$ -	\$ 14,152
Unassigned	\$ 400,765	\$ -	\$ -	\$ -	\$ 400,765
<b>Total Fund Balances</b>	<b>\$ 406,641</b>	<b>\$ 371,540</b>	<b>\$ 14,152</b>	<b>\$ 446,119</b>	<b>\$ 1,238,452</b>
<b>Total Liabilities &amp; Fund Balance</b>	<b>\$ 444,721</b>	<b>\$ 371,540</b>	<b>\$ 14,152</b>	<b>\$ 446,119</b>	<b>\$ 1,276,532</b>

**Montecito**  
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
<b>Revenues:</b>				
Assessments	\$ 863,748	\$ 863,748	\$ 853,106	\$ (10,642)
Interest Income	\$ -	\$ -	\$ 2	\$ 2
Gate & Amenity Access Income	\$ -	\$ -	\$ 365	\$ 365
Miscellaneous Income	\$ -	\$ -	\$ 2,815	\$ 2,815
<b>Total Revenues</b>	<b>\$ 863,748</b>	<b>\$ 863,748</b>	<b>\$ 856,288</b>	<b>\$ (7,460)</b>
<b>Expenditures:</b>				
<b>General &amp; Administrative:</b>				
Supervisor Fees	\$ 7,800	\$ 6,000	\$ 6,000	\$ -
District Engineer	\$ 30,000	\$ 17,500	\$ 220	\$ 17,280
District Counsel	\$ 30,000	\$ 17,500	\$ 32,282	\$ (14,782)
District Management	\$ 55,000	\$ 32,083	\$ 32,083	\$ 0
Disclosure Report	\$ 1,500	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ 5,000	\$ 5,000	\$ -
Information Technology	\$ 1,800	\$ 1,050	\$ 1,050	\$ -
Website Maintenance	\$ 1,200	\$ 700	\$ 1,700	\$ (1,000)
Auditing Services	\$ 5,000	\$ -	\$ -	\$ -
Arbitrage Rebate Calculation	\$ 500	\$ -	\$ -	\$ -
Trustee Fees	\$ 3,500	\$ -	\$ -	\$ -
Public Officials/General Liability Insurance	\$ 19,102	\$ 19,102	\$ 16,555	\$ 2,547
Legal Advertising	\$ 2,000	\$ 1,167	\$ 1,473	\$ (307)
Dues, Licenses, & Subscriptions	\$ 175	\$ 175	\$ 175	\$ -
Property Appraiser	\$ 250	\$ 250	\$ 211	\$ 40
Reimbursable Expenses	\$ 1,200	\$ 700	\$ 974	\$ (274)
Contingency	\$ 2,400	\$ 1,400	\$ 1,060	\$ 341
<b>Subtotal General &amp; Administrative</b>	<b>\$ 166,427</b>	<b>\$ 102,627</b>	<b>\$ 98,783</b>	<b>\$ 3,844</b>
<b>Operations &amp; Maintenance:</b>				
<b>Field Management</b>				
Amenity and Field Management Contract	\$ 92,480	\$ 53,947	\$ 31,565	\$ 22,382
Facilities Attendant	\$ -	\$ -	\$ 1,837	\$ (1,837)
Property Insurance	\$ 36,419	\$ 36,419	\$ 34,078	\$ 2,341
ADP Fees	\$ -	\$ -	\$ 274	\$ (274)
<b>Subtotal Field Management</b>	<b>\$ 128,899</b>	<b>\$ 90,366</b>	<b>\$ 67,753</b>	<b>\$ 22,612</b>
<b>Amenity Center Operations</b>				
Repairs & Maintenance (Non-HVAC)	\$ 12,000	\$ 7,000	\$ 3,233	\$ 3,767
HVAC Repairs & Maintenance	\$ 2,000	\$ 1,167	\$ -	\$ 1,167
Office Supplies	\$ 1,500	\$ 875	\$ 1,471	\$ (596)
Janitorial Supplies	\$ 1,850	\$ 1,079	\$ -	\$ 1,079
Janitorial Services	\$ 8,241	\$ 4,807	\$ 3,490	\$ 1,317
Pest Control & Termite Bond	\$ 1,203	\$ 702	\$ 320	\$ 382
Fitness Equipment Repairs & Maintenance	\$ 3,000	\$ 1,750	\$ 225	\$ 1,525
Playground Repairs & Maintenance	\$ 1,000	\$ 583	\$ -	\$ 583
Pool Service Repairs & Maintenance	\$ 15,000	\$ 8,750	\$ 8,216	\$ 534
<b>Subtotal Amenity Center Operations</b>	<b>\$ 45,794</b>	<b>\$ 26,713</b>	<b>\$ 16,955</b>	<b>\$ 9,758</b>

**Montecito**  
Community Development District

General Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance  
For The Period Ending April 30, 2023

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
<b>Irrigation</b>				
Irrigation Repairs & Maintenance	\$ 25,000	\$ 14,583	\$ 31,220	\$ (16,636)
Irrigation Monitoring	\$ 6,287	\$ 3,668	\$ 3,643	\$ 25
Hoover Pumps Repairs & Maintenance	\$ 17,500	\$ 10,208	\$ 10,032	\$ 176
<b>Subtotal Irrigation</b>	<b>\$ 48,787</b>	<b>\$ 28,459</b>	<b>\$ 44,895</b>	<b>\$ (16,436)</b>
<b>Lakes &amp; Fountains</b>				
Aquatic Maintenance	\$ 5,733	\$ 3,344	\$ 6,380	\$ (3,036)
Fountain Service Repairs & Maintenance	\$ 9,000	\$ 5,250	\$ 12,789	\$ (7,539)
<b>Subtotal Lakes &amp; Fountains</b>	<b>\$ 14,733</b>	<b>\$ 8,594</b>	<b>\$ 19,169</b>	<b>\$ (10,575)</b>
<b>Landscaping</b>				
Landscaping Contracted Services	\$ 80,375	\$ 46,885	\$ 45,068	\$ 1,818
Additional Landscaping Repairs & Maintenance	\$ 15,000	\$ 8,750	\$ -	\$ 8,750
Entrance Pot Plant Replacement	\$ 2,400	\$ 1,400	\$ 1,856	\$ (456)
Mulch	\$ 12,334	\$ 7,195	\$ -	\$ 7,195
Palm Tree Maintenance	\$ 14,000	\$ 8,167	\$ -	\$ 8,167
Oak Tree Maintenance	\$ 6,500	\$ 3,792	\$ -	\$ 3,792
<b>Subtotal Landscaping</b>	<b>\$ 130,608</b>	<b>\$ 76,188</b>	<b>\$ 46,924</b>	<b>\$ 29,265</b>
<b>Common Areas, Right of Ways &amp; Perimeter Walls</b>				
Street Light Repairs & Maintenance	\$ 9,000	\$ 5,250	\$ 1,587	\$ 3,663
Entrance Vehicular Gates Repairs & Maintenance	\$ 5,500	\$ 3,208	\$ 8,835	\$ (5,627)
Pedestrian Entry Gates & Walls Maintenance	\$ 8,000	\$ 4,667	\$ 4,142	\$ 525
Common Area Repairs & Maintenance	\$ 12,000	\$ 7,000	\$ 1,943	\$ 5,057
Sidewalk Cleaning	\$ 8,000	\$ -	\$ -	\$ -
<b>Subtotal Common Areas, Right of Ways &amp; Perimeter Walls</b>	<b>\$ 42,500</b>	<b>\$ 20,125</b>	<b>\$ 16,507</b>	<b>\$ 3,618</b>
<b>Security Monitoring Services</b>				
Fire Detection Services	\$ 2,252	\$ 1,314	\$ 1,265	\$ 48
Access Control Services	\$ 2,702	\$ 1,576	\$ 1,518	\$ 58
Intrusion Services	\$ 1,649	\$ 962	\$ 926	\$ 35
Security Monitoring Repairs & Maintenance	\$ 2,500	\$ 1,458	\$ 478	\$ 980
<b>Subtotal Security Monitoring Services</b>	<b>\$ 9,102</b>	<b>\$ 5,310</b>	<b>\$ 4,188</b>	<b>\$ 1,122</b>
<b>Utilities</b>				
Electric Services	\$ 47,300	\$ 27,592	\$ 20,939	\$ 6,652
Telephone, Fax & Internet	\$ 3,300	\$ 1,925	\$ 2,184	\$ (259)
Water & Sewer Services	\$ 4,000	\$ 2,333	\$ 979	\$ 1,354
Gate Kiosk Internet Services	\$ 2,850	\$ 1,663	\$ 1,370	\$ 293
<b>Subtotal Utilities</b>	<b>\$ 57,450</b>	<b>\$ 33,513</b>	<b>\$ 25,473</b>	<b>\$ 8,040</b>
<b>Other</b>				
Contingency/Miscellaneous Expense	\$ 7,500	\$ 4,375	\$ 3,357	\$ 1,018
<b>Subtotal Other</b>	<b>\$ 7,500</b>	<b>\$ 4,375</b>	<b>\$ 3,357</b>	<b>\$ 1,018</b>
<b>Total Expenditures</b>	<b>\$ 651,801</b>	<b>\$ 396,270</b>	<b>\$ 344,004</b>	<b>\$ 52,265</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ 211,947</b>		<b>\$ 512,283</b>	
<b>Other Financing Uses:</b>				
Disaster Reserve Transfer Out	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
Capital Reserve Transfer Out	\$ 136,947	\$ 136,947	\$ 136,947	\$ (0)
Roadway Reserve Transfer Out	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
<b>Total Other Financing Uses</b>	<b>\$ 211,947</b>	<b>\$ 211,947</b>	<b>\$ 211,947</b>	<b>\$ (0)</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>		<b>\$ 300,336</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 106,305</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 406,641</b>	

**Montecito**  
**Community Development District**  
**Capital Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2023**

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
<b>Revenues</b>				
Interest	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures:</b>				
Contingency	\$ 456	\$ 266	\$ 266	\$ -
Capital Outlay - Landscaping	\$ 11,000	\$ -	\$ -	\$ -
Capital Outlay - Amenity Center	\$ 59,300	\$ -	\$ -	\$ -
Capital Outlay - Streets, Sidewalks, Walls & Gates	\$ 32,285	\$ -	\$ -	\$ -
Capital Outlay - Irrigation	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 103,041</b>	<b>\$ 266</b>	<b>\$ 266</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (103,041)</b>		<b>\$ (266)</b>	
<b>Other Financing Sources/(Uses)</b>				
Transfer In/(Out) - Disaster Reserve	\$ 25,000	\$ 25,000	\$ 25,000	\$ -
Transfer In/(Out) - Capital Reserve	\$ 136,947	\$ 136,947	\$ 136,947	\$ (0)
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 161,947</b>	<b>\$ 161,947</b>	<b>\$ 161,947</b>	<b>\$ (0)</b>
<b>Net Change in Fund Balance</b>	<b>\$ 58,906</b>		<b>\$ 161,681</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 128,977</b>		<b>\$ 134,692</b>	
<b>Fund Balance - Ending</b>	<b>\$ 187,883</b>		<b>\$ 296,373</b>	

<b>Fund Balances</b>	
Disaster Reserves	\$ 150,000
Capital Reserves	146,373
<b>Total Fund Balances</b>	<b>\$ 296,373</b>

**Montecito**  
**Community Development District**  
**Roadway Reserve Fund**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2023**

	Adopted Budget	Prorated Budget Thru 04/30/23	Actual Thru 04/30/23	Variance
<b><u>Revenues</u></b>				
Interest	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b><u>Expenditures:</u></b>				
Bank Fees	\$ 300	\$ 175	\$ 49	\$ 126
<b>Total Expenditures</b>	<b>\$ 300</b>	<b>\$ 175</b>	<b>\$ 49</b>	<b>\$ 126</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (300)</b>		<b>\$ (49)</b>	
<b><u>Other Financing Sources/(Uses)</u></b>				
Transfer In/(Out)	\$ 50,000	\$ 50,000	\$ 50,000	\$ -
<b>Total Other Financing Sources (Uses)</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ 50,000</b>	<b>\$ -</b>
<b>Net Change in Fund Balance</b>	<b>\$ 49,700</b>		<b>\$ 49,951</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 99,760</b>		<b>\$ 99,795</b>	
<b>Fund Balance - Ending</b>	<b>\$ 149,460</b>		<b>\$ 149,746</b>	

**Montecito**  
**Community Development District**  
**Debt Service Fund Series 2022**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2023**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 04/30/23	Thru 04/30/23	Variance
<b>Revenues:</b>				
Assessments - Tax Roll	\$ 315,934	\$ 315,934	\$ 311,752	\$ (4,182)
Assessments - Prepayment	\$ -	\$ -	\$ 10,282	\$ 10,282
Interest	\$ -	\$ -	\$ 1,404	\$ 1,404
<b>Total Revenues</b>	<b>\$ 315,934</b>	<b>\$ 315,934</b>	<b>\$ 323,438</b>	<b>\$ 7,504</b>
<b>Expenditures:</b>				
<b>Series 2022</b>				
Interest - 11/1	\$ 57,316	\$ 57,316	\$ 57,316	\$ 0
Principal - 5/1	\$ 200,000	\$ -	\$ -	\$ -
Interest - 5/1	\$ 58,954	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ 316,269</b>	<b>\$ 57,316</b>	<b>\$ 57,316</b>	<b>\$ 0</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ (335)</b>		<b>\$ 266,122</b>	
<b>Fund Balance - Beginning</b>	<b>\$ 57,335</b>		<b>\$ 105,418</b>	
<b>Fund Balance - Ending</b>	<b>\$ 57,000</b>		<b>\$ 371,540</b>	

**Montecito**  
**Community Development District**  
**Capital Projects Fund - Series 2006**  
**Statement of Revenues, Expenditures, and Changes in Fund Balance**  
**For The Period Ending April 30, 2023**

	Adopted	Prorated Budget	Actual	
	Budget	Thru 04/30/23	Thru 04/30/23	Variance
<b>Revenues</b>				
Interest	\$ -	\$ -	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Expenditures:</b>				
Capital Outlay	\$ -	\$ -	\$ -	\$ -
<b>Total Expenditures</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Excess (Deficiency) of Revenues over Expenditures</b>	<b>\$ -</b>		<b>\$ -</b>	
<b>Fund Balance - Beginning</b>	<b>\$ -</b>		<b>\$ 14,152</b>	
<b>Fund Balance - Ending</b>	<b>\$ -</b>		<b>\$ 14,152</b>	

**Montecito**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Revenues:</b>													
Maintenance Assessments	\$ 60,000	\$ 98,255	\$ 643,499	\$ 19,842	\$ 11,700	\$ 7,542	\$ 12,268	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 853,106
Interest Income	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2
Gate & Amenity Access Income	\$ 365	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 365
Miscellaneous Income	\$ 300	\$ 300	\$ -	\$ 600	\$ 300	\$ 865	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,815
<b>Total Revenues</b>	<b>\$ 60,665</b>	<b>\$ 98,555</b>	<b>\$ 643,499</b>	<b>\$ 20,442</b>	<b>\$ 12,000</b>	<b>\$ 8,407</b>	<b>\$ 12,719</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 856,288</b>
<b>Expenditures:</b>													
<b>General &amp; Administrative:</b>													
Supervisor Fees	\$ 800	\$ 800	\$ 800	\$ 600	\$ 1,000	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,000
District Engineer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 220
District Counsel	\$ 3,848	\$ 2,008	\$ 8,989	\$ 5,558	\$ 6,278	\$ 5,603	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,282
District Counsel	\$ 4,583	\$ 4,583	\$ 4,583	\$ 4,583	\$ 4,583	\$ 4,583	\$ 4,583	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32,083
Disclosure Report	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Assessment Roll	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000
Information Technology	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ 150	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,050
Website Maintenance	\$ 100	\$ 100	\$ 1,100	\$ 100	\$ 100	\$ 100	\$ 100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700
Auditing Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Arbitrage Rebate Calculation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Trustee Fees	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Officials/General Liability Insurance	\$ 16,555	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,555
Legal Advertising	\$ 203	\$ 399	\$ -	\$ 203	\$ 225	\$ -	\$ 444	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,473
Dues, Licenses, & Subscriptions	\$ 175	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 175
Property Appraiser	\$ -	\$ -	\$ 211	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 211
Reimbursable Expenses	\$ 696	\$ 26	\$ 6	\$ 15	\$ 83	\$ 61	\$ 89	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 974
Contingency	\$ 177	\$ 219	\$ 197	\$ 91	\$ 81	\$ 132	\$ 163	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060
<b>Subtotal General &amp; Administrative</b>	<b>\$ 32,287</b>	<b>\$ 8,285</b>	<b>\$ 16,035</b>	<b>\$ 11,300</b>	<b>\$ 12,499</b>	<b>\$ 11,849</b>	<b>\$ 6,528</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 98,783</b>
<b>Operations &amp; Maintenance</b>													
<b>Field Management</b>													
Amenity and Field Management Contract	\$ 2,500	\$ 8,672	\$ 6,172	\$ 4,778	\$ -	\$ -	\$ 9,443	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,565
Facilities Attendant	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,837	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,837
Property Insurance	\$ 34,078	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34,078
ADP Fees	\$ 66	\$ -	\$ 132	\$ -	\$ 75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 274
<b>Subtotal Field Management</b>	<b>\$ 36,644</b>	<b>\$ 8,672</b>	<b>\$ 6,304</b>	<b>\$ 4,778</b>	<b>\$ 75</b>	<b>\$ -</b>	<b>\$ 11,279</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 67,753</b>
<b>Amenity Center Operations</b>													
Repairs & Maintenance (Non-HVAC)	\$ 798	\$ -	\$ -	\$ 218	\$ 25	\$ 857	\$ 1,335	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,233
HVAC Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 705	\$ 111	\$ 656	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,471
Janitorial Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Janitorial Services	\$ 450	\$ 620	\$ 620	\$ 450	\$ 450	\$ 450	\$ 450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,490
Pest Control & Termite Bond	\$ 80	\$ -	\$ 80	\$ -	\$ 80	\$ -	\$ 80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 320
Fitness Equipment Repairs & Maintenance	\$ -	\$ -	\$ -	\$ 225	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 225
Playground Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pool Service Repairs & Maintenance	\$ 1,620	\$ 1,008	\$ 643	\$ 993	\$ 677	\$ 1,807	\$ 1,468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,216
<b>Subtotal Amenity Center Operations</b>	<b>\$ 2,947</b>	<b>\$ 1,628</b>	<b>\$ 1,343</b>	<b>\$ 1,886</b>	<b>\$ 1,937</b>	<b>\$ 3,225</b>	<b>\$ 3,989</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,955</b>



**Montecito**  
Community Development District  
Month to Month

	Oct	Nov	Dec	Jan	Feb	March	April	May	June	July	Aug	Sept	Total
<b>Irrigation</b>													
Irrigation Repairs & Maintenance	\$ 3,055	\$ 5,437	\$ 1,318	\$ 1,492	\$ 5,643	\$ 9,826	\$ 4,450	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,220
Irrigation Monitoring	\$ 499	\$ 499	\$ 649	\$ 499	\$ 499	\$ 499	\$ 499	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,643
Hoover Pumps Repairs & Maintenance	\$ 365	\$ 2,290	\$ 2,800	\$ 2,590	\$ -	\$ 350	\$ 1,637	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 10,032
<b>Subtotal Irrigation</b>	<b>\$ 3,919</b>	<b>\$ 8,226</b>	<b>\$ 4,767</b>	<b>\$ 4,581</b>	<b>\$ 6,142</b>	<b>\$ 10,675</b>	<b>\$ 6,586</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 44,895</b>
<b>Lakes &amp; Fountains</b>													
Aquatic Maintenance	\$ 480	\$ 480	\$ 700	\$ 530	\$ 530	\$ 3,130	\$ 530	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,380
Fountain Service Repairs & Maintenance	\$ -	\$ -	\$ 480	\$ 5,137	\$ -	\$ 5,120	\$ 2,053	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,789
<b>Subtotal Lakes &amp; Fountains</b>	<b>\$ 480</b>	<b>\$ 480</b>	<b>\$ 1,180</b>	<b>\$ 5,667</b>	<b>\$ 530</b>	<b>\$ 8,250</b>	<b>\$ 2,583</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 19,169</b>
<b>Landscaping</b>													
Landscaping Contracted Services	\$ 6,434	\$ 6,365	\$ 6,390	\$ 6,379	\$ 6,500	\$ 6,500	\$ 6,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,068
Additional Landscaping Repairs & Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Entrance Pot Plant Replacement	\$ -	\$ -	\$ 456	\$ -	\$ -	\$ 1,400	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,856
Mulch	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Palm Tree Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Oak Tree Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Landscaping</b>	<b>\$ 6,434</b>	<b>\$ 6,365</b>	<b>\$ 6,846</b>	<b>\$ 6,379</b>	<b>\$ 6,500</b>	<b>\$ 7,900</b>	<b>\$ 6,500</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,924</b>
<b>Common Areas, Right of Ways &amp; Perimeter Walls</b>													
Street Light Repairs & Maintenance	\$ 512	\$ -	\$ -	\$ 1,075	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,587
Entrance Vehicular Gates Repairs & Maintenance	\$ 490	\$ 417	\$ 4,709	\$ 2,145	\$ 811	\$ -	\$ 264	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,835
Pedestrian Entry Gates & Walls Maintenance	\$ -	\$ -	\$ -	\$ 4,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,142
Common Area Repairs & Maintenance	\$ 387	\$ 750	\$ -	\$ 806	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,943
Sidewalk Cleaning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal Common Areas, Right of Ways &amp; Perimeter Walls</b>	<b>\$ 1,389</b>	<b>\$ 1,167</b>	<b>\$ 4,709</b>	<b>\$ 8,167</b>	<b>\$ 811</b>	<b>\$ -</b>	<b>\$ 264</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 16,507</b>
<b>Security Monitoring Services</b>													
Fire Detection Services	\$ 179	\$ 179	\$ 179	\$ 179	\$ 179	\$ 179	\$ 193	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,265
Access Control Services	\$ 214	\$ 214	\$ 214	\$ 214	\$ 214	\$ 214	\$ 232	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,518
Intrusion Services	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 131	\$ 141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 926
Security Monitoring Repairs & Maintenance	\$ -	\$ 59	\$ -	\$ -	\$ 59	\$ 360	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 478
<b>Subtotal Security Monitoring Services</b>	<b>\$ 524</b>	<b>\$ 583</b>	<b>\$ 524</b>	<b>\$ 524</b>	<b>\$ 583</b>	<b>\$ 884</b>	<b>\$ 566</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,188</b>
<b>Utilities</b>													
Electric Services	\$ 4,771	\$ 3,462	\$ 3,177	\$ 3,168	\$ 3,026	\$ 3,227	\$ 108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,939
Telephone, Fax & Internet	\$ 286	\$ 286	\$ 286	\$ 387	\$ 313	\$ 313	\$ 313	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,184
Water & Sewer Services	\$ 131	\$ 90	\$ 225	\$ 116	\$ 136	\$ 140	\$ 141	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 979
Gate Kiosk Internet Services	\$ 190	\$ 190	\$ 190	\$ 200	\$ 200	\$ 200	\$ 200	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,370
<b>Subtotal Utilities</b>	<b>\$ 5,378</b>	<b>\$ 4,028</b>	<b>\$ 3,878</b>	<b>\$ 3,871</b>	<b>\$ 3,676</b>	<b>\$ 3,880</b>	<b>\$ 762</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 25,473</b>
<b>Other</b>													
Contingency/Miscellaneous Expense	\$ 760	\$ 1,447	\$ 274	\$ 876	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,357
<b>Subtotal Other</b>	<b>\$ 760</b>	<b>\$ 1,447</b>	<b>\$ 274</b>	<b>\$ 876</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,357</b>
<b>Total Expenditures</b>	<b>\$ 90,763</b>	<b>\$ 40,881</b>	<b>\$ 45,859</b>	<b>\$ 48,029</b>	<b>\$ 32,752</b>	<b>\$ 46,663</b>	<b>\$ 39,056</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 344,004</b>
<b>Excess Revenues (Expenditures)</b>	<b>\$ (30,098)</b>	<b>\$ 57,674</b>	<b>\$ 597,640</b>	<b>\$ (27,587)</b>	<b>\$ (20,752)</b>	<b>\$ (38,256)</b>	<b>\$ (26,338)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 512,283</b>
<b>Other Financing Sources/Uses:</b>													
Disaster Reserve Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Capital Reserve Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ 136,947	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 136,947
Roadway Reserve Transfer Out	\$ -	\$ -	\$ -	\$ -	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 50,000
<b>Total Other Financing Sources/Uses</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211,947</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 211,947</b>
<b>Net Change in Fund Balance</b>	<b>\$ (30,098)</b>	<b>\$ 57,674</b>	<b>\$ 597,640</b>	<b>\$ (27,587)</b>	<b>\$ (232,699)</b>	<b>\$ (38,256)</b>	<b>\$ (26,338)</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 300,336</b>

# Montecito

## Community Development District

### Long Term Debt Summary

SERIES 2022, SPECIAL ASSESSMENT REFUNDING BONDS		
INTEREST RATES:	3.140%	
MATURITY DATE:	5/1/2037	
RESERVE DEFINITION:	10% MAXIMUM ANNUAL DEBT SERVICE	
RESERVE REQUIREMENT:	\$31,593	
RESERVE BALANCE:	\$32,269	
BONDS OUTSTANDING - 05/06/2022		\$3,755,000
<b>CURRENT BONDS OUTSTANDING</b>		<b>\$3,755,000</b>

**Montecito**  
**Community Development District**  
**Special Assessment Receipt Schedule**  
**Fiscal Year 2023**

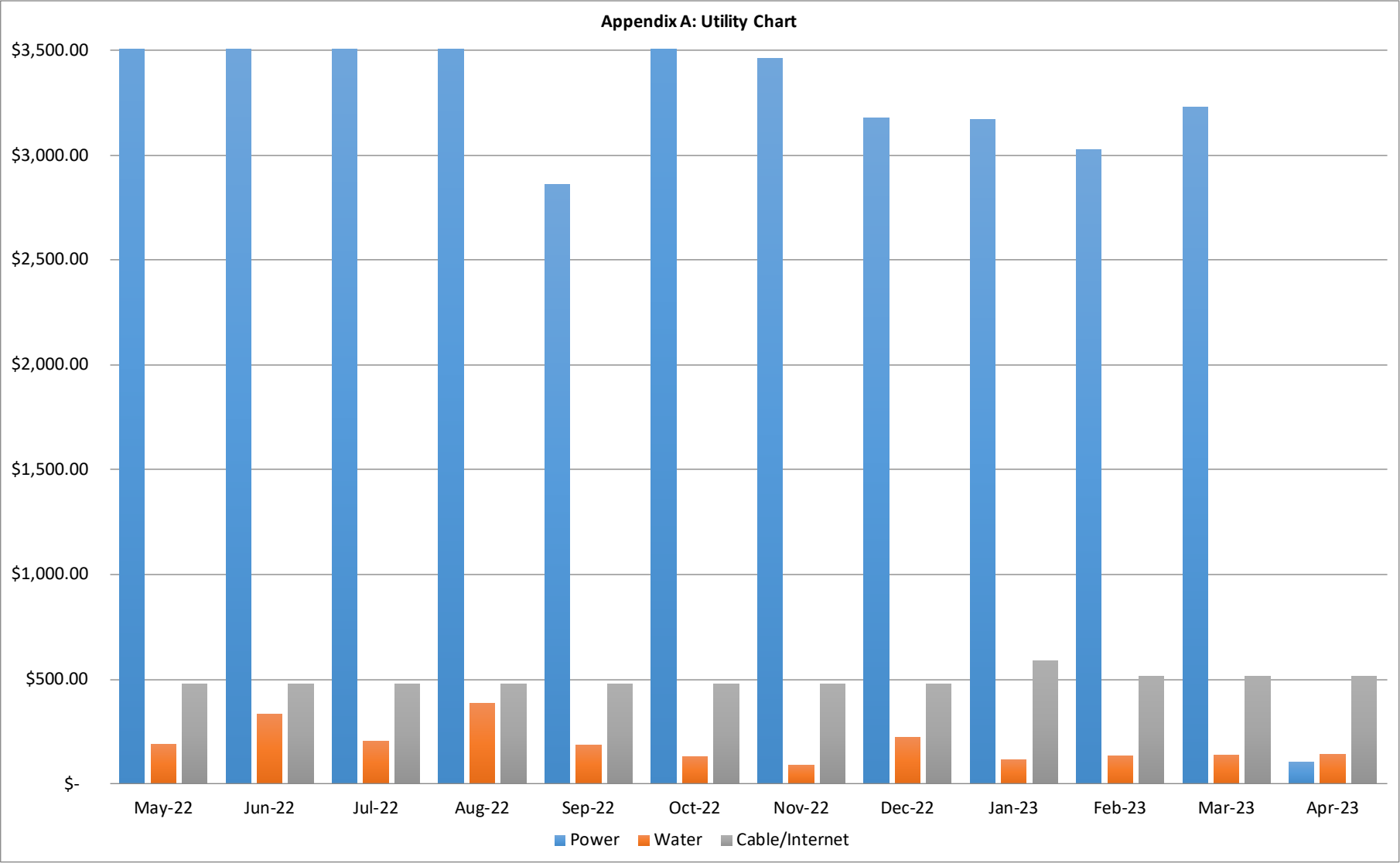
Gross Assessments   \$   855,050.08   \$   336,100.85   \$   1,191,150.93  
Net Assessments     \$   803,747.08   \$   315,934.80   \$   1,119,681.87

**ON ROLL ASSESSMENTS**

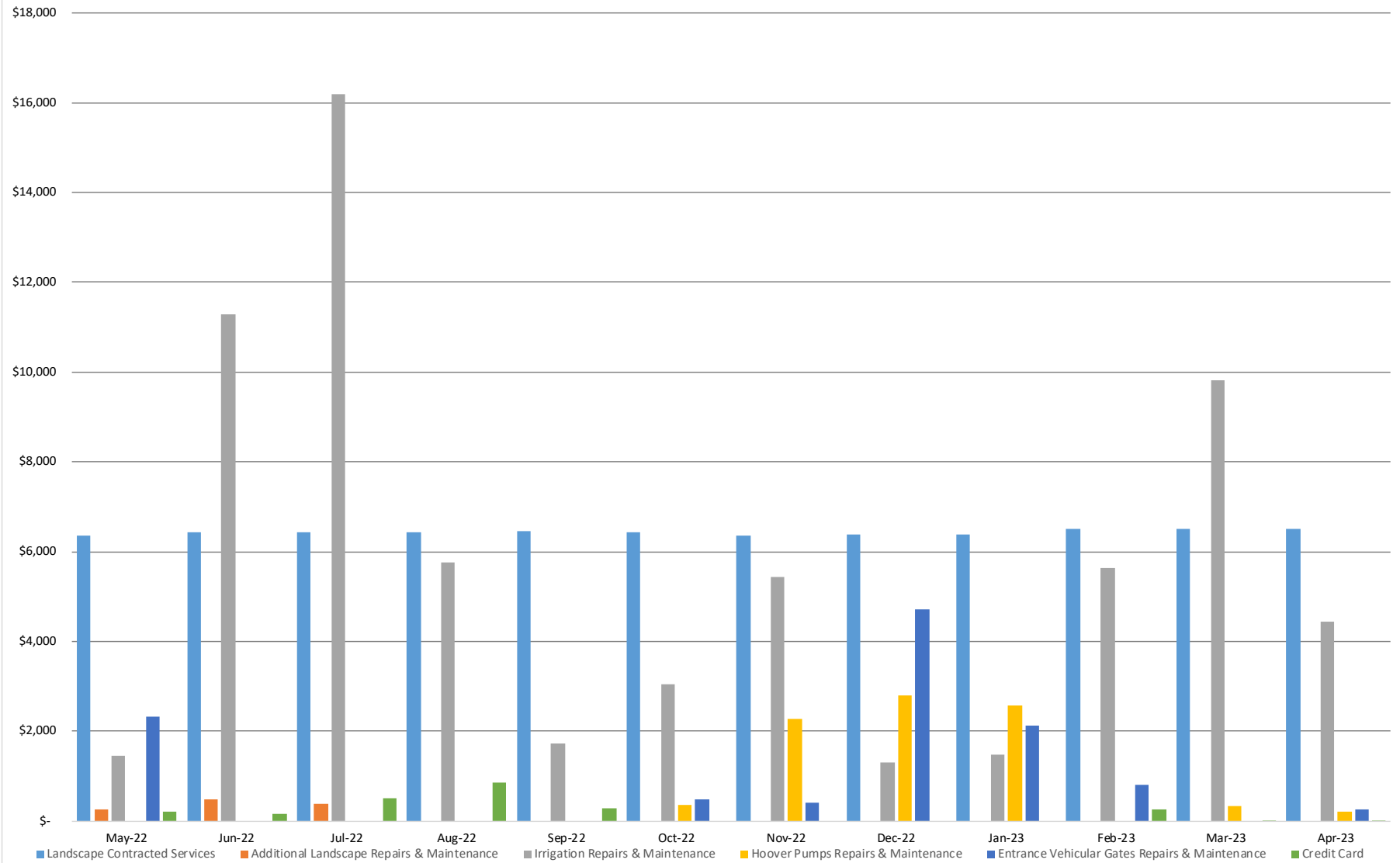
71.78%                      28.22%                      100.00%

<i>Date</i>	<i>Distribution</i>	<i>Distribution Period</i>	<i>Gross Amount</i>	<i>Commissions</i>	<i>Discount/Penalty</i>	<i>Interest</i>	<i>Net Receipts</i>	<i>O&amp;M Portion</i>	<i>Series 2022 Debt Service</i>	<i>Total</i>
11/21/22	ACH	10/24/22	\$16,789.35	(\$319.40)	(\$819.56)	\$0.00	\$15,650.39	\$11,234.40	\$4,415.99	\$15,650.39
11/29/22	ACH	11/1/22	\$128,854.14	(\$2,473.99)	(\$5,154.20)	\$0.00	\$121,225.95	\$87,020.26	\$34,205.69	\$121,225.95
12/13/22	ACH	11/16/22 - 11/30/22	\$915,065.94	(\$17,570.25)	(\$36,553.54)	\$0.00	\$860,942.15	\$618,014.59	\$242,927.56	\$860,942.15
12/22/22	ACH	12/01/22 - 12/15/22	\$37,523.86	(\$724.53)	(\$1,297.37)	\$0.00	\$35,501.96	\$25,484.56	\$10,017.40	\$35,501.96
01/12/23	ACH	12/16/22 - 12/31/22	\$29,077.68	(\$564.11)	(\$872.36)	\$0.00	\$27,641.21	\$19,841.83	\$7,799.38	\$27,641.21
02/01/23	ACH	10/01/22 - 12/31/22	\$0.00	\$0.00	\$0.00	\$1,695.30	\$1,695.30	\$1,216.95	\$478.35	\$1,695.30
02/09/23	ACH	01/01/23 - 01/31/23	\$15,241.31	(\$326.25)	(\$311.34)	\$0.00	\$14,603.72	\$10,483.06	\$4,120.66	\$14,603.72
03/09/23	ACH	02/01/23 - 02/28/23	\$10,815.42	(\$214.42)	(\$94.40)	\$0.00	\$10,506.60	\$7,542.01	\$2,964.59	\$10,506.60
04/12/23	ACH	03/01/23 - 03/31/23	\$17,315.10	(\$346.93)	\$0.00	\$0.00	\$16,968.17	\$12,180.35	\$4,787.82	\$16,968.17
04/28/23	ACH	01/01/23-03/31/23	\$0.00	\$0.00	\$0.00	\$122.57	\$122.57	\$87.99	\$34.58	\$122.57
<b>TOTAL</b>			<b>\$   1,170,682.80</b>	<b>\$   (22,539.88)</b>	<b>\$   (45,102.77)</b>	<b>\$   1,817.87</b>	<b>\$   1,104,858.02</b>	<b>\$   793,106.00</b>	<b>\$   311,752.02</b>	<b>\$   1,104,858.02</b>

99%		Net Percent Collected
\$   14,824		Balance Remaining to Collect



**Appendix B: Maintenance Chart**



# SECTION C

**Montecito**  
**Community Development District**  
**Special Assessment Receipt Schedule**  
**Fiscal Year 2023**

Gross Assessments   \$   855,050.08   \$   336,100.85   \$   1,191,150.93  
Net Assessments       \$   803,747.08   \$   315,934.80   \$   1,119,681.87

**ON ROLL ASSESSMENTS**

71.78%                      28.22%                      100.00%

<i>Date</i>	<i>Distribution</i>	<i>Distribution Period</i>	<i>Gross Amount</i>	<i>Commissions</i>	<i>Discount/Penalty</i>	<i>Interest</i>	<i>Net Receipts</i>	<i>O&amp;M Portion</i>	<i>Series 2022 Debt Service</i>	<i>Total</i>
11/21/22	ACH	10/24/22	\$16,789.35	(\$319.40)	(\$819.56)	\$0.00	\$15,650.39	\$11,234.40	\$4,415.99	\$15,650.39
11/29/22	ACH	11/1/22	\$128,854.14	(\$2,473.99)	(\$5,154.20)	\$0.00	\$121,225.95	\$87,020.26	\$34,205.69	\$121,225.95
12/13/22	ACH	11/16/22 - 11/30/22	\$915,065.94	(\$17,570.25)	(\$36,553.54)	\$0.00	\$860,942.15	\$618,014.59	\$242,927.56	\$860,942.15
12/22/22	ACH	12/01/22 - 12/15/22	\$37,523.86	(\$724.53)	(\$1,297.37)	\$0.00	\$35,501.96	\$25,484.56	\$10,017.40	\$35,501.96
01/12/23	ACH	12/16/22 - 12/31/22	\$29,077.68	(\$564.11)	(\$872.36)	\$0.00	\$27,641.21	\$19,841.83	\$7,799.38	\$27,641.21
02/01/23	ACH	10/01/22 - 12/31/22	\$0.00	\$0.00	\$0.00	\$1,695.30	\$1,695.30	\$1,216.95	\$478.35	\$1,695.30
02/09/23	ACH	01/01/23 - 01/31/23	\$15,241.31	(\$326.25)	(\$311.34)	\$0.00	\$14,603.72	\$10,483.06	\$4,120.66	\$14,603.72
03/09/23	ACH	02/01/23 - 02/28/23	\$10,815.42	(\$214.42)	(\$94.40)	\$0.00	\$10,506.60	\$7,542.01	\$2,964.59	\$10,506.60
04/12/23	ACH	03/01/23 - 03/31/23	\$17,315.10	(\$346.93)	\$0.00	\$0.00	\$16,968.17	\$12,180.35	\$4,787.82	\$16,968.17
04/28/23	ACH	01/01/23-03/31/23	\$0.00	\$0.00	\$0.00	\$122.57	\$122.57	\$87.99	\$34.58	\$122.57
<b>TOTAL</b>			<b>\$   1,170,682.80</b>	<b>\$   (22,539.88)</b>	<b>\$   (45,102.77)</b>	<b>\$   1,817.87</b>	<b>\$   1,104,858.02</b>	<b>\$   793,106.00</b>	<b>\$   311,752.02</b>	<b>\$   1,104,858.02</b>

<b>99%</b>		<b>Net Percent Collected</b>
<b>\$   14,824</b>		<b>Balance Remaining to Collect</b>

# SECTION D



# Montecito

## Community Development District

### Summary of Invoices

April 1, 2023 to April 30, 2023

Fund	Date	Check No.'s	Amount
General Fund	4/5/23	1631 - 1633	\$ 7,549.00
	4/11/23	1634 - 1642	\$ 14,450.08
	4/19/23	1643	\$ 12,351.42
	4/28/23	1644	\$ 1,335.00
			<hr/>
			\$ 35,685.50
ACH	Spectrum	8337 11 031 0028216	\$ 313.14
	Spectrum	8337 11 031 0028919	\$ 99.99
	Spectrum	8337 11 031 0028927	\$ 99.99
	Truist	Credit Card Payment	\$ 26.50
	City of Melbourne	181592-219109	\$ 141.28
	FPL	81750-88205	\$ 107.56
			<hr/>
			\$ 788.46
			<hr/>
			\$ 36,473.96

# Montecito

## Community Development District

### Summary of Invoices

April 1, 2023 to April 30, 2023

Fund	Date	Check No.'s	Amount
General Fund	4/5/23	1631 - 1633	\$ 7,549.00
	4/11/23	1634 - 1642	\$ 14,450.08
	4/19/23	1643	\$ 12,351.42
	4/28/23	1644	\$ 1,335.00
			<hr/>
			\$ 35,685.50
ACH	Spectrum	8337 11 031 0028216	\$ 313.14
	Spectrum	8337 11 031 0028919	\$ 99.99
	Spectrum	8337 11 031 0028927	\$ 99.99
	Truist	Credit Card Payment	\$ 26.50
	City of Melbourne	181592-219109	\$ 141.28
	FPL	81750-88205	\$ 107.56
			<hr/>
			\$ 788.46
			<hr/>
			\$ 36,473.96

\*\*\* CHECK DATES 04/01/2023 - 04/30/2023 \*\*\*  
 MONTECITO - GENERAL FUND  
 BANK A GENERAL FUND

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	.....CHECK..... AMOUNT #
4/05/23	00078	4/01/23 1886	202304 320-53800-47310	IRRIGATION MONITOR APR 23	*	499.00	
				INSIGHT IRRIGATION LLC			499.00 001631
4/05/23	00150	3/29/23 03292023	202303 330-53800-46000	PRESSURE WASHING	*	550.00	
				LUKE'S HANDYMAN			550.00 001632
4/05/23	00146	2/01/23 15615	202302 320-53800-46200	LANDSCAPE MAINT FEB 23	*	6,500.00	
				PROGREEN SERVICES, LLC			6,500.00 001633
4/11/23	00012	4/01/23 195018	202304 330-53800-50000	POOL MAINTENANCE APR 23	*	938.00	
				BREVARD POOLS, INC			938.00 001634
4/11/23	00086	4/05/23 CL040520	202304 310-51300-11000	BOS MEETING 4/5/23	*	200.00	
				CATHERINE I LECESNE			200.00 001635
4/11/23	00137	4/05/23 ES040520	202304 310-51300-11000	BOS MEETING 4/5/23	*	200.00	
				ERIC SMITH			200.00 001636
4/11/23	00076	4/11/23 29828A	202304 320-53800-47200	INSTALL CAPACITOR	*	1,090.10	
				FOUNTAIN DESIGN GROUP INC			1,090.10 001637
4/11/23	00060	4/01/23 206	202304 310-51300-34000	MANAGEMENT FEES APR 23	*	4,583.33	
		4/01/23 206	202304 310-51300-35200	WEBSITE ADMIN APR 23	*	100.00	
		4/01/23 206	202304 310-51300-35100	INFORMATION TECH APR 23	*	150.00	
		4/01/23 206	202304 310-51300-42700	REIMBURSABLES APR 23	*	88.65	
				GOVERNMENTAL MANAGEMENT SERVICES			4,921.98 001638
4/11/23	00034	4/05/23 GH040520	202304 310-51300-11000	BOS MEETING 4/5/23	*	200.00	
				GEORGE E. HENSON			200.00 001639
4/11/23	00146	4/01/23 16147	202304 320-53800-46200	LANDSCAPE MAINT APR 23	*	6,500.00	
				PROGREEN SERVICES, LLC			6,500.00 001640

MONT MONTECITO CDD MBYINGTON

CHECK DATE	VEND#	.....INVOICE..... DATE INVOICE	...EXPENSED TO... YRMO DPT ACCT# SUB SUBCLASS	VENDOR NAME	STATUS	AMOUNT	....CHECK..... AMOUNT #
4/11/23	00144	4/05/23 RW040520	202304 310-51300-11000	BOS MEETING 4/5/23	*	200.00	
				RICHARD WELLMAN			200.00 001641
4/11/23	00148	4/05/23 TG040520	202304 310-51300-11000	BOS MEETING 4/5/23	*	200.00	
				TANJA GLYNN			200.00 001642
4/19/23	00139	4/19/23 04192023	202304 300-20700-10000	ASSESSMENT TXFER - S2022	*	12,351.42	
				MONTECITO CDD C/O UMB BANK			12,351.42 001643
4/28/23	00151	4/27/23 29555	202304 300-15500-10000	DEPOSIT - LOCK CHANGE 50%	*	1,335.00	
				LOCK HAVEN LOCKSMITHING & CARPENTRY			1,335.00 001644
TOTAL FOR BANK A						35,685.50	
TOTAL FOR REGISTER						35,685.50	

MONT MONTECITO CDD MBYINGTON

## SECTION VI

# SECTION A

# SECTION 1

## **RESOLUTION 2023-09**

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF THE MONTECITO COMMUNITY DEVELOPMENT DISTRICT ADOPTING THE MONTECITO COMMUNITY DEVELOPMENT DISTRICT ETHICS POLICY & CODE OF CONDUCT FOR BOARD OF SUPERVISORS; PROVIDING FOR SUPERVISOR ACKNOWLEDGMENT OF THE SAME UPON APPOINTMENT OR ELECTION; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.**

**WHEREAS**, the Montecito Community Development District (the “District”) is a local unit of special-purpose government established pursuant to Chapter 190, Florida Statutes, located in the City of Satellite Beach, Florida; and

**WHEREAS**, the Board of Supervisors of the District (the “Board”) has determined that it is appropriate and necessary to adopt and have each Supervisor, when appointed or elected, to acknowledge the Montecito Community Development District Ethics Policy & Code of Conduct for Board of Supervisors (the “Ethics Policy”), which Ethics Policy is attached hereto and made a part hereof as Exhibit A; and

**WHEREAS**, the Board has determined that it is in the best interest of the public and the residents of the District for Supervisors to acknowledge the Ethics Policy and abide by the same during their respective terms.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF THE MONTECITO COMMUNITY DEVELOPMENT DISTRICT, THAT:**

**Section 1.** The above recitals true and correct and by this reference are hereby incorporated into and made an integral part of this Resolution.

**Section 2.** The Ethics Policy is adopted for use by the District and each Supervisor is strongly encouraged to acknowledge the Ethics Policy and comply with the terms of the Ethics Policy while serving the Montecito community on the Board of Supervisors of the District.

**Section 3.** Nothing herein or in the Ethics Policy is intended to supersede or contravene any provision of Florida law specifically governing public officials, including, but not limited to Chapter 112, Chapter 119, Chapter 189, Chapter 190, and Chapter 286, Florida Statutes.

**Section 4.** All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

**Section 5.** If any clause, section or other part application of this Resolution is held by a court of competent jurisdiction to be unconstitutional or invalid, in part or as applied it shall not affect the validity of the remaining portions or the applications of the Resolution.



**Section 6.** This Resolution shall take effective immediately and shall remain in effect unless rescinded or repealed by the Board.

**PASSED AND ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2023.

ATTEST:

**MONTECITO COMMUNITY  
DEVELOPMENT DISTRICT**

\_\_\_\_\_

By: \_\_\_\_\_

Print name: \_\_\_\_\_  
Secretary/Assistant Secretary

Print name: \_\_\_\_\_  
Chairperson  
Board of Supervisors

**Exhibit A**

**Montecito Community Development District**  
**Ethics Policy & Code of Conduct for Board of Supervisors**

**MONTECITO COMMUNITY DEVELOPMENT DISTRICT**  
**ETHICS POLICY & CODE of CONDUCT for BOARD of SUPERVISORS**

The Board of Supervisors of Montecito Community Development District ("District") has adopted the following ethics policy for its Supervisors ("Ethics Policy"). This policy is intended to provide guidance with ethical issues and a mechanism for addressing unethical behavior. Members of the Board of Supervisors of the District are "Public Officers" as described in Sections 112.311-3261, Florida Statutes ("Code of Ethics") and are subject to the provisions thereof. In the event of any conflict between the Code of Ethics and this Ethics Policy, the Code of Ethics shall control.

**A. BOARD RESPONSIBILITIES**

The general duties of Supervisors are set forth in Chapter 190, Florida Statutes. To fulfill this duty, Supervisors must:

- Regularly attend Board meetings.
- Review material provided in preparation for Board meetings.
- Be prepared to discuss agenda items.
- Make reasonable inquiry before making decisions.

**B. PROFESSIONAL CONDUCT of SUPERVISORS**

**1. Self-Benefits.** Supervisors are prohibited from making any decisions that material benefit themselves or their family members. Accordingly, no Supervisor may:

- Solicit or receive any compensation from the District for serving on the Board, except that Board Supervisors are entitled to receive compensation as set forth in Fla. Stat. §190.006(8).
- Make promises to any vendor without prior approval of the Board. Supervisors shall not separately negotiate with vendors and instead permit District Management and staff to interact with and manage vendor solicitations and vendor contracts.
- Solicit or receive any gift, gratuity, favor, entertainment, loan or any other thing of value for themselves or their relatives from any person or company who is seeking a business or financial relationship with the District.
- Seek preferential treatment for themselves or others.
- Use District property, services, equipment or business for the specific gain or benefit of themselves or their relatives, except as is provided for all residents of the District.

**2. Public Records; Confidential Information.** Florida has a broad public records law set forth in Chapter 119, Florida Statutes. Supervisors are obligated to comply with such provisions with regard to public records in their custody and should make sure that the District Manager, as custodian of public records, is provided copies of all public records that come into the Supervisors' possession. Public records include, but are not limited to, emails, text messages, voice mail messages, letters and any other documents pertaining to the District. Chapter 119 creates limited exceptions from disclosure and treats only certain matters as confidential. The Supervisors should consult with and refer questions on disclosure of public records to the District Manager and District Counsel.

**3. Sunshine Law.** The business of the District must be conducted in accordance with Chapter 286, Florida Statutes, commonly referred to as the Sunshine Law. The Sunshine Law prevents Supervisors from conducting public business of the District other than at duly noticed meetings open to the public. As such, Supervisors should not discuss public business likely to come before the Board in any other forum, including email and social media. Supervisors should refer any questions about the Sunshine Law to District Counsel.

**4. Misrepresentation.** Supervisors may not knowingly misrepresent facts. All District data records and reports must be accurate and truthful and prepared in a truthful manner.

**5. Interaction with Others.** To ensure efficient management operations, avoid conflicting instructions from the Board and District Management and to avoid potential liability, Supervisors shall observe the following guidelines:

- Supervisors may contact District Management to obtain documents and other data necessary to make informed decisions and carry out specifically assigned duties.
- Supervisors may contact District Counsel with questions regarding their own individual conduct as it pertains to the District and their duties as a Supervisors. In general, projects in which District Counsel is expected to devote substantial time, including all litigation matters, should come at the direction of the majority of the Board during a public meeting.
- Supervisors shall not give direction to District management or vendors, unless otherwise specifically directed by motion or resolution of the Board. The District Manager or his or her designee is responsible for soliciting and terminating vendors for professional, maintenance, supervisory, and other services as authorized by the Board. Supervision of vendors shall be conducted by the General Manager.
- Supervisors are prohibited from harassing, intimidating or threatening District vendors, management, other Supervisors, and residents, whether verbally, physically or otherwise.
- When interacting with residents, individual Supervisors may not make any commitments or decisions on behalf of the Board without prior approval by Board action.

**6. Proper Decorum.** Supervisors are obligated to act with proper decorum. Although they may disagree with the opinions of others on the Board, they must act with respect and dignity and not make personal attacks on others. Accordingly, Supervisors must focus on issues, not personalities, and should conduct themselves with courtesy towards each other, towards District Management, managing agents, District Counsel, vendors and members of the District. Supervisors shall act in accordance with collective Board decisions and shall not act unilaterally or contrary to the Board's decisions. All correspondence regarding the Board's position on a matter shall either come from the chairperson, District Manager or if necessary, District Counsel, after consultation with the Board at either a regular or special meeting.

**7. Conflicts of Interest.** Supervisors must immediately disclose any conflict of interest, whether their own or others to the District Manager. Supervisors must withdraw from participation in decisions in which they have a material interest. Supervisors are directed to the provisions of the Code of Ethics when determining if a conflict of interest exists in a particular situation. Additional questions can also be directed to District Counsel.

#### **C. ATTENDANCE**

Supervisors are required to attend all Board meetings. Supervisors cannot be absent from more than three (3) Board meetings in one fiscal year. Supervisors' ability to attend Board meetings by telephone is limited to three (3) times in calendar fiscal year. Any exemptions must be Board approved.

#### **D. VIOLATIONS**

Supervisors who violate the District's Ethics Policy are deemed to be acting outside the course and scope of their authority. Further or continued violations may subject the Supervisor to public reprimand, immediate censure by the Board and/or referral to the Florida Commission of Ethics where appropriate.

#### **E. PLEDGE**

I have read the above Ethics Policy. I pledge to act in accordance with my obligations as described above.

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

## SECTION 2



OWNER

05/29/23

AARON SMITH, PIC, CLIA,  
CLWM, CID, CIC, CGIA

Attn: Montecito CDD  
208 Montecito Dr,  
Satellite Beach, FL 32937



**IRRIGATION SERVICES PROPOSAL FOR MONTECITO CDD**

Insight Irrigation proposes to perform an inspection of the irrigation system at Montecito.  
The process involves:

ADDRESS

36767 E Eldorado Lake Dr  
Eustis, FL 32736

- A representative analysis of the irrigation system, including valves, wiring, wire nuts, etc.
- Inspection of irrigation system components; Pumps, Controllers, Decoders, etc.
- Inspection of the overall condition of the properties plant material
- Visual audit of irrigation zones by IA (Irrigation Association) certified auditor
- Aerial analysis of property including a plant health analysis

PHONE

352-434-5015

EMAIL

[asmith@insightirrigation.com](mailto:asmith@insightirrigation.com)

Once this data is collected, Insight Irrigation will provide a PDF summary report of our findings. Insight Irrigation can not complete this process until July (estimated).

WEB

[www.insightirrigation.com](http://www.insightirrigation.com)

The total cost for this service is **\$4,000.**

- ☐ Accept \_\_\_\_\_ initial  
☐ Decline

\_\_\_\_\_  
Agent

\_\_\_\_\_  
Date

Respectfully,  
Aaron Smith ASIC  
Owner, Insight



## SECTION 3





## ProGreen Services, LLC

### ProGreen Services, LLC

5450 10th Avenue North

Greenacres, FL 33463

+1 8883774144

kaydeec@progreenservices.net

www.progreenservices.net

## Estimate 5059

#### ADDRESS

Montecito Community  
Development District  
Montecito CDD  
219 E. Livingston Street  
Orlando, FL 32801

DATE

05/31/2023

TOTAL

\$21,866.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
05/31/2023	Provide labor and material to install Artesian well including permits. (1) Artesian Deep Well up to 300' in depth. (1) 4" Check Brass Valve (1) Connection to existing discharge 20'	1	21,866.00	21,866.00
05/31/2023	Additional charge of 35 per ft for any additional casting paste beyond 147' @ \$35.00 per ft. and any additional Drilling paste beyond 320' @ \$25.00 per ft			

We appreciate the opportunity!

TOTAL

\$21,866.00

THANK YOU.

Accepted By

Accepted Date

## SECTION 4



ProGreen Services, LLC

ProGreen Services, LLC

5450 10th Avenue North

Greenacres, FL 33463

+1 8883774144

kaydeec@progreenservices.net

www.progreenservices.net

Estimate 5060

ADDRESS

Montecito Community  
Development District  
Montecito CDD  
219 E. Livingston Street  
Orlando, FL 32801

DATE	TOTAL
05/31/2023	\$3,400.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
05/31/2023	Provide labor and material to complete Artesian Well abandonment including Brevard County permit.	1	3,400.00	3,400.00
05/31/2023	If abandonment cannot be completed in 1 day a charge of \$750.00 for each additional day			
05/31/2023	Please note this is a messy process. However, we will take all precautions to minimize impact on surrounding area.			

We appreciate the opportunity!

TOTAL \$3,400.00

THANK YOU.

Accepted By

Accepted Date

# SECTION 5



**ProGreen Services, LLC**

**ProGreen Services, LLC**

5450 10th Avenue North

Greenacres, FL 33463

+1 8883774144

kaydeec@progreenservices.net

www.progreenservices.net

**Estimate 5058**

**ADDRESS**

Montecito Community  
Development District  
Montecito CDD  
219 E. Livingston Street  
Orlando, FL 32801

DATE	TOTAL
05/31/2023	\$3,785.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
05/31/2023	Provide labor and material to remove the following trees including stump grinding and sod.			
05/31/2023	location of hardwoods (2) 335,334 Point Lobos (3) 739,759,769 Monterey (1) 99 Montecito across street	6	560.00	3,360.00
05/31/2023	location of palm (1) 57 Montecito Across street	1	425.00	425.00

We appreciate the opportunity!

<b>TOTAL</b>	<b>\$3,785.00</b>
--------------	-------------------

THANK YOU.

Accepted By

Accepted Date

## SECTION 6



**SYBO Roofing**

Phone: 813-733-6394

05/29/2023

**Denisse Grimm**

208 Montecito Drive  
Satellite Beach, FL 32937  
(321) 469-9660

**Flat Roof Replacement & Tile Repair Proposal**

1. Remove the existing damaged flat roof area.
2. All job-related debris will be disposed of.
3. Remove and replace compromised wood as necessary. See carpentry unit pricing below for wood replacement costs.
4. Repair compromised tiles with tile adhesive.
5. Install modified bitumen flat roof material.

**\$13,950.00**

**TOTAL**

**\$13,950.00**

**Note:**

This proposal is valid for 15 days from the date above.

If you would like to move forward with this repair proposal, please reach out to our Sybo Roofing team so we may further assist you.

**Acceptable Payment Options**

\$13,950.00 Due via Cash, Check or ACH Transferred Payments

\$14,453.00 Due via Credit or Debit Card Payments

**Payment Terms:**

50% Due Upon Acceptance of Terms

Remaining Balance (To Be Determined) Due Upon Completion of Work

**Exclusions/Clarifications**

\*Does not include hidden damages.

\*3 sheets of plywood are included to replace any rotted or damaged decking.

\*When an additional layer of roofing material is present a charge of \$40.00 per 100 sqft will be applied any additional layers will accrue a charge of \$15 per 100 square feet.

Unit/ Carpentry Pricing Per Sheet/ Linear Foot (Price Includes Labor)

1/2" Ply Sheet \$83  
3/4" Ply Sheet \$95

2" x 4" \$3.40  
2" x 6" \$5.23  
2" x 8" \$6.74  
2" x 10" \$8.00  
2" x 12" \$11.20  
1" x 2" \$3.30  
1" x 4" \$4.20  
1" x 6" \$4.94  
1" x 8" \$6.00  
1" x 10" \$8.40  
1" x 4" \$9.29

4x6 Metal "L" Flashing is \$6.00 per Linear Foot  
2 piece Surface Mounted Counter Flashing is \$7.00 per Linear Foot

- .....
1. Contractor shall supervise and direct the work to be performed using its best skill and attention. Contractor shall be solely responsible for all the construction means, methods, techniques, sequences and procedures of the work.
  2. Contractor reserves the right to cancel this contract prior to the start of the work to be performed in the event it finds the cost to complete the works varies from initial standard pricing due to human error or increased material cost. In the event of one of these occurrences, the Contractor shall advise the owner and adjust the price accordingly. In the event the owner is not in agreement with the adjusted price, the contractor shall notify the owner of the cancellation of contract.
  3. If the owner terminates the contract prior to commencement of construction and owner has paid a deposit pursuant to said contract said deposit shall be deemed "earned" and is non-refundable.
  4. Unless otherwise agreed with the owner, Contract shall secure and pay for the building permit and all other permits and governmental fees. Licenses and inspections necessary for the proper execution and completion of the work which is customarily secured after execution of the and of which are legally required at the time this proposal is accepted.
  5. Contractor warrants to the owner that all materials and equipment furnished under this contract will be new unless otherwise specified in the description of the work and, that all work will be of good quality, performed in skillful and workmanlike manner and in conformance with industry standards and practices. Any maintenance cost, specifically the recoating of the roof after completion, shall be the sole responsibility of the owner. In the event specifically designated materials or equipment are unavailable for reasons beyond contractor's control, it is agreed that the contractor may substitute equivalent comparable materials or equipment in lieu thereof.
  6. IN NO EVENT, WHETHER DISCUSSED BY A BREACH OF WARRANTY CONTAINED IN THIS AGREEMENT, OR BY ANY OTHER CAUSE , WHETHER BASED UPON OR SOUNDING IN, CONTRACT TORT, NEGLIGENCE, STRICT LIABILITY , WILLFUL AND WANTON CONDUCT, WARRANTY (EXPRESSED OR IMPLIED) OR OTHERWISE ARISING OUT OF OR RELATING TO THE WORK AND SERVICES PERFORMED UNDER THIS AGREEMENT OR OTHERWISE SHALL CONTRACTOR BE LIABLE FOR OR OBLIGATED IN ANY MANNER FOR SPECIAL CONSEQUENTIAL OR INDIRECT DAMAGES, INCLUDING BY WAY OF EXAMPLE BUT NOT BY WAY OF LIMITATION, SUCH DAMAGES AS LOSS OF USE, LOSS OF PROFITS, OR SUITS BY THIRD PARTIES.
  7. ANY WARRANTIES EXPRESSED IN THIS CONTRACT ARE NOT TRANSFERABLE TO A SUBSEQUENT OWNER
  8. Any addendum, change order or additional agreement entered into after the date of this contract shall automatically include the terms and conditions of this contract.



9. Contractor shall not be responsible or liable for any damages to Owner if the Contractor is delayed at any time in the progress of the work by any act or neglect of Owner, or by any separate Contractor employed by the owner, or by changes ordered in the work, or by labor disputes, fire, unusual delay in transportation, adverse weather conditions, unavoidable casualties, and any causes beyond the contractor's control, or by delay authorized by the Owner.

10. Owner shall not hold the contractor liable for leaks that might occur from the date of commencement of roof repairs, remodeling or other roofing services through the date of completion of such work. NOT RESPONSIBLE FOR GUTTERS.

11. Late payment fee as follows: Payment due and unpaid under the contract post due date shall be charged \$20.00 per diem until payment is received. If the owner does not timely pay the contractor the payments specified under this contract, the contractor may stop the work until payment of the amount owing has been received. In such an event the contract price shall be increased by the amount of the contractors reasonable costs of shutdown, delay and start-up. Service warranty if and/or punch list work will cease and not be performed by the contractor if owners payments as set forth in this contract are not made in a timely manner.

12. Should concealed or unknown conditions in an existing structure be at variance with conditions indicated in the description of the work to be performed or should concealed or unknown conditions in an existing structure of an unusual nature, differing materially from those ordinarily encountered or generally recognized as inherent in work of the character provided for in contractor to the owner.

13. The contract shall be construed and the relationship of the parties determined in accordance with the laws of the state of Florida specifically Chapter 713 Florida Statutes, construction lien law and in Particular Chapter 713.05 Florida Statutes which provides that the contractor shall have a lien on the real property improved by the work for any money that is owed Contractor for labor, services, materials or other items required by or furnished in accordance with this contract.

14. In the event it becomes necessary for the contractor to retain the services of an attorney regarding enforcement of this contract, whether or not involving litigation Owner shall be responsible for payment to the contractor for contractors' reasonable attorney's fees and costs including appellate and bankruptcy proceedings, if any.

15. This contract represents the entire and integrated agreement between owner and contractor and supersedes all prior negotiations, representations or agreements whether written or oral, excluding any additional contract repairs or replacement work not in these agreements.

16. Owner may terminate this contract upon the occurrence of any one or more of the following events: if the owner is judged bankrupt or insolvent, if the owner makes a general assignment of the benefit of creditors, if trustee or receiver is appointed for owner or for any of the owners property; or owner files a petition to take advantage of any debtors act to reorganize under the bankruptcy laws or similar laws; if the owner fails to make pro payment hereunder, or if the owner defaults under any mortgage on the property and foreclosure proceedings are initiated.

17. The standards of workmanship and materials shall be controlled by Building Codes adopted by the State Statute and Local Ordinances. The standards of workmanship and materials shall be deemed acceptable to the owner if the work performed passed county inspection of said work.

18. By signing this contract the owner gives the contractor the right to obtain a credit check on the signatory from an established credit bureau.

19. In the event that state, county or municipality codes or regulations require work not expressly set for in this contract and/or differing material from that generally recognized as inherent in work of the character provided for in this contract, as a condition for approval by such authority, any extra cost for contractor's labor and materials shall be the sole obligation of owner. In the event that substrate roof condition results in ponding pursuant to the standard building code and modifications required to correct the substrate roof so ponding will not occur, contractor will notify owner immediately upon learning of such requirements.

20. It shall be the sole obligation of the owner to determine the existence of any restrictions contained in deeds, subdivision or neighborhood rules and regulations which might relate to or restrict the improvements contemplated by this contract. Contractor shall have no liability or responsibility for any such non-conformance to or with such restrictions or requirements. Contractor shall be entitled to payment from owner of all sums due hereunder notwithstanding any injunction or prohibition against the work as a result of any violation of such restriction or requirement.

21. Due to the nature of construction to be done at request, the owner takes sole responsibility of any damages done to the driveway at job location.

22. Due to the nature of construction, the contractor is not responsible for any hairline crack or any cracks in the ceiling due to the removal and reinstallation of the roof due to its weight.
23. In the event that any litigation results from this contract venue shall be Hillsborough County.
24. The parties waive the right to jury trial as to any claim, right or cause of action arising out of this contract or the performance of work specified in this contract.
25. Owner shall be barred from bringing any action, crossclaim, or countersuit against the contractor unless the owner files said action, crossclaim or countersuit within one year after occurrence, event, act, breach of contract, breach of warranty or other omission from which the claim arises.
26. FLORIDA HOMEOWNERS' CONSTRUCTION RECOVERY FUND PAYMENT MAY BE AVAILABLE FROM THE RECOVERY FUND IF YOU LOSE MONEY ON A PROJECT PERFORMED UNDER CONTRACT WHERE THE LOSS RESULTS FROM SPECIFIC VIOLATIONS OF FLORIDA LAW BY A LICENSED CONTRACTOR. FOR INFORMATION ABOUT THE RECOVERY FUND AND FILING A CLAIM, CONTACT THE FLORIDA CONSTRUCTION INDUSTRY LICENSING BOARD AT THE FOLLOWING TELEPHONE NUMBER AND ADDRESS: DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION, CONSTRUCTION INDUSTRY LICENSING BOARD 1940 NORTH MONROE STREET TALLAHASSEE FL 32399. TELEPHONE (850) 487-1395

CHAPTER 558 NOTICE OF CLAIM

27. CHAPTER 558, FLORIDA STATUTE CONTAINS IMPORTANT REQUIREMENTS YOU MUST FOLLOW BEFORE YOU MAY BEING ANY LEGAL ACTION FOR AN ALLEGED CONSTRUCTION DEFECT IN YOUR HOME. SIXTY DAYS BEFORE YOU BRING ANY LEGAL ACTION YOU MUST DELIVER TO THE OTHER PARTY TO THIS CONTRACT A WRITTEN NOTICE REFERRING TO CHAPTER 558 OF ANY CONSTRUCTION CONDITIONS ALLEGE ARE DEFECTIVE AND PROVIDE SUCH PERSON THE OPPORTUNITY TO INSPECT THE ALLEGED CONSTRUCTION DEFECTS AND TO CONSIDER MAKING AN OFFER TO REPAIR OR PAY FOR THE ALLEGED CONSTRUCTION DEFECTS. YOU ARE NOT OBLIGATED TO ACCEPT ANY OFFER WHICH MAY BE MADE. THESE ARE STRICT GUIDELINES UNDER THIS FLORIDA LAW WHICH MUST BE MET AND FOLLOWED TO PROTECT YOUR INTERESTS.

.....

\_\_\_\_\_  
Company Authorized Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Date













# SECTION 7



2654 Red Fox Run  
Chuluota, FL 32766  
407-590-4143

[chris@centralfloridastairlift.com](mailto:chris@centralfloridastairlift.com)

208 Montecito Dr  
Satellite Beach, FL

[dgrimm@vestapropertyservices.com](mailto:dgrimm@vestapropertyservices.com)

THANK YOU FOR YOUR BUSINESS!

## SECTION B



# SECTION 1



ORLANDO

JACKSONVILLE

MELBOURNE

TAMPA

FT. LAUDERDALE

May 19, 2023

Proposal Valid for 15 days

**RE: Maintenance Agreement**Quote#: **EM36549**

## Site Info:

Attention: Denisse Grimm

Company: Montecito CDD

Address: 208 Montecito Drive  
Satellite Beach FL 32937

Phone: 321-777-9460

Email: [dgrimm@vestapropertyservices.com](mailto:dgrimm@vestapropertyservices.com)

## Billing Info:

Megan Byington

Montecito CDD

6200 Lee Vista Blvd STE 300

Orlando FL 32822

321-777-9460

[mbyington@gmscfl.com](mailto:mbyington@gmscfl.com); [lcruz@gmscfl.com](mailto:lcruz@gmscfl.com); [dgrir@gmscfl.com](mailto:dgrir@gmscfl.com)**SELECT PLAN with "X"**

NA

PLATINUM

x

PM ONLY

## Prepared By:

Eric Marrero

## Phone:

321-508-0389

## Email:

[emarrero@fdc.com](mailto:emarrero@fdc.com)**This Maintenance Agreement covers 4 PMs per year.***PM Only coverage includes preventative maintenance inspections only.***Covered Equipment:**

FDC#	QTY	MFG#
	8	
	10	
	10	
	4	
	2	
	4	
	2	
	2	
	8	
	2	

**Annual Total for this Plan**

\$4,800.00

**DESCRIPTION****SERIAL NUMBER**Hysecurity Swing Smart Gate Oper.  
Loop Detector  
Preformed Loop  
Programmable Timer  
Seco Larm Keypad  
Photoelectric Through Beam Kit  
Knox Key Switch  
Siren Sensor  
Gate Leaf Hinge Set  
Radio Receiver

Service contract is one year. Cancellations prior to expiration will result in invoice for remaining balance of contract. Service includes adjustments and lubrication of equipment as necessary to maintain proper working order. All connections to be checked for corrosion and tightness and adjusted as necessary. Any issues will be presented for repair or notification as necessary.

Sales tax is in addition to above listed totals.

Note: Payment must be received before start of service contract period to avoid lapses in protection.

Additional terms and conditions next page. Customer acknowledges that he or she is an authorized representative of the owner and has read and accepts the terms and conditions to this renewal warranty which are set forth on next page.

FL LIC: CBC-057943, EF-0001068

FDC - Florida Door Control of Orlando, Inc. | 658-2 Washburn Rd. Melbourne, FL 32934 | 321.254.8011 | Fax: 321.259.8725 | [www.FDC.com](http://www.FDC.com)

**Terms of the Agreement:** The terms of this agreement shall be the service contract period. Any federal, state, or local taxes shall be in addition to this agreement price, unless specifically stated, and shall be payable by the customer. Lapses in service agreement coverage may require an inspection by FDC and additional time and material charges to the customer to place the equipment into good working condition. All services provided under this agreement will be conducted during FDC's normal business hours. FDC business hours are Monday to Friday 8am until 4:30pm. Services provided outside of these hours would be an emergency service callout.

The Service Agreement will commence upon receipt of the following: fully executed service agreement document- furnished by Florida Door Control of Orlando, Inc. (FDC) and the cost of the annual contract. Any other payment plan must be approved by the CEO of the company.

**Confidentiality Obligations:** Client and Florida Door Control shall each (i) hold the Confidential Information (as defined below) of the other in trust and confidence and avoid the disclosure or release thereof to any other person or entity by using the same degree of care as it uses to avoid unauthorized use, disclosure, or dissemination of its own Confidential Information of a similar nature, but not less than reasonable care, and (ii) not use the Confidential Information of the other party for any purpose whatsoever except as expressly contemplated under this Agreement or any Work Schedule. Each party shall disclose the Confidential Information of the other only to those of its employees having a need to know such Confidential Information and shall take all reasonable precautions to ensure that its employees comply with the provisions of this Section.

**Responsibilities of FDC:**

- A. Platinum Service Plan: FDC will provide preventative maintenance as indicated on this agreement, corrective maintenance upon customer request to repair equipment malfunctions, and all parts to affect equipment repair. All parts will be furnished on an exchange basis and the replaced parts will become the property of FDC. Replaced parts will be new or refurbished parts of similar quality.
- B. Preventive maintenance is to be performed at scheduled times and includes inspection, cleaning, adjustment. Operational training on covered equipment will be provided if requested during scheduled preventive maintenance visits for a nominal fee. This being of \$11 USD or less. Unless negotiated and approved by the CEO before the commence of the contract.
- C. After-Hours service calls are NOT included in any service plan. Each Emergency service call will be chargeable.
- D. Programming: Requests to change database can take up to 72 hours to take effect.

**Responsibilities of the Customer:**

- A. Customer agrees to obtain and pay for any permits and licenses, and discharge any fines imposed by any governmental agency or body relating to any equipment covered by this agreement.
- B. Customer agrees to give FDC full and free access to equipment covered in this agreement.
- C. Customer agrees to keep current backups of all sensitive data and programs.

**Exclusions:** This service agreement does not include labor, travel or parts if the equipment is damaged due to burglary, storm, fire, flood, war, riot, earthquake, civil commotion, vehicle strike other acts of God, abuse, or misuse of the equipment. Furthermore, if equipment is being used for purposes other than it's intended use and/or design or service is provided by other than FDC personnel, FDC will be relieved of its responsibilities under this agreement. If equipment covered under this agreement becomes obsolete, or if repair parts become unavailable, FDC will submit to the customer a cost estimate for replacement. If in the event the customer does not authorize the additional cost for replacement, FDC may terminate the portion of the agreement that covers the affected equipment. This service agreement does not include relocation of equipment, removal and replacement for remodeling, or rental charges for lifts and scaffolding necessary to access equipment covered in this agreement. Removal and re-installation of brick pavers for the purpose of replacing in-ground loops, repairing telephone line beyond the demarcation point, and repair of electrical branch circuits is not covered under this agreement. In ground loop damage caused by disintegration or deterioration of the road surface or road base is not covered by this agreement. Landscaping, moving or trimming of trees and plants is not covered by this agreement including damage to sprinkler systems. Treatment for pests, insects, and rodents is not covered by this agreement. Shipping that is not regular over ground delivery will be charged the full cost of shipping.

**Limitation of Liability:** FDC shall not be liable for any damage or loss resulting from failure of the equipment to function properly. No warranties, expressed or implied, are made by FDC except as herein expressed and in no event shall FDC be liable for any special incidental or consequential damages for any reason whatsoever. FDC will not be responsible for failure or delays, or the consequences of the failure or delay, in providing service under this agreement by circumstances beyond FDC's reasonable control. If FDC fails to perform hereunder, the customer's sole remedy is to terminate this agreement. This service agreement shall be governed by and construed under the laws of the State of Florida. Customer agrees that any action to enforce this agreement must be brought in the courts of the State of Florida and must be brought no later than one (1) year after the alleged cause of action occurs.

**Auto-Renewal of Contract:** Unless specified 60 days before the end of the contract the contract will automatically renew. This may be at the agreed higher rate.

**Force Majeure:** Neither party hereto shall be deemed in default of any Service Agreement or these General Terms and Conditions to the extent that performance of its obligations (other than an obligation of payment) or attempts to cure any breach are delayed or prevented by reason of any act of God, fire, natural disaster, accident, civil disturbance, terrorism, acts or omissions of suppliers and other third parties, act of government, strikes, unavailability of material, facilities, telecommunications services or supplies or any other cause beyond the reasonable control of such party (each, a "Force Majeure Event").

**Payment to be made [ ] Annually [ ] Quarterly**

Acceptance of Proposal- The above prices, specification and conditions are satisfactory and are hereby accepted. You are Authorized to do the work as specified. Payment will be made as outlined above. Deposit must be received before quote expiration to retain pricing.

Accepted by: Darrin Mossing

Signature: \_\_\_\_\_

Date of Acceptance: 05 / 20 / 2023

Print Name: Darrin Mossing

PO# (if applicable) \_\_\_\_\_

## SECTION 2

A Florida Company Serving Florida



ProGreen Services, LLC

# GPS - Mapping Irrigation

Submitted to - Montceito - CDD

Property Prepared For

**Montceito - CDD**

Jeremy LeBrun

C : (407) 613-2944

E : Jlebrun@gmscfl.com

Prepared By

**Rusty Kahoe**

Business Developer

ProGreen Services, LLC

C : 404-644-4270

E : rustyk@progreenservices.net

Web: [www.progreenservices.net](http://www.progreenservices.net)

Issued Date

01/23/2023

Valid Until

03/23/2023

# General Terms & Conditions

Contract shall recognize and perform in accordance with the written terms and specifications contained or referred to herein.

- a. All materials shall conform with agricultural and licensing and reporting requirements.
- b. Contractor will comply with all licensing and permit requirements by City, State, and Federal governments as well as all other requirements by law.
- c. Contractor must maintain proper general liability insurance, automotive liability insurance, worker compensation insurance and any other insurance required by law and provide proof of coverage to client (if requested).
- d. Contractor will submit service notice for amount set forth under the prices and terms shown in this Agreement. Services rendered, that are in addition to or beyond the scope of work required by this agreement shall be proposed and billed separately.  
  
Additional charges may apply due to excessive cost of materials
- e. All Payments for services rendered by this Agreement must be remitted within 30 days from date of invoice. A finance charge will be assessed at a rate of 1.5% per month (18% annually) until ProGreen is paid in full on any past due invoices.
- f. Client will give contractor at least 10 business days, with written notice, to correct any problem or deficiency discovered in the performance of the work required under this agreement.
- g. This agreement may be terminated by either party with documented due cause, upon thirty (30) days written notice to the other party. Parties agree that, should a legal dispute arise in relation to this agreement, the prevailing party will have all legal expenses paid by non-prevailing party.
- h. Should contract be terminated outside the terms of this contract by client, the entire amount of unpaid contract total amounts will be due at time of termination.
- i. Sealed contingency – Client/ Contractor acknowledge some conditions on site may be outside the scope of this contract- additional proposals may be needed to address these concerns.
- j. Waiver any right to inspect or approval of finished photographs or printed or electronic matter that may be used in conjunction with them now or in the future, whether that use is known to me or unknown, and I waive any right to royalties or other compensation arising from or related to the use of the photograph.
- k. In the event of any arbitration, the prevailing party shall be entitled to recover all fees and expenses incurred.



ProGreen Services, LLC

01/23/2023

Date

Pricing will be honored for 60 Days.

**Property Address**

208 Montecito Drive Satellite Beach, Florida 32937

**Billing Address**

219 East Livingston Street Orlando, FL 32801

**Contact Name**

**Contact Phone**

**Contact Email**

**Billing Email**

Jlebrun@gmscfl.com

**GPS Mapping**

**Description Of Area**

Provide an AS-BUILT of the GPS locations of the control valves and splices. Using customer provided as-builts. Using GIS survey equipment to an accuracy of 8" average.

**Deliverables:**

- 24" x 36" Printed map for each controller and 1 master map of the entire complex.
- Computer file for use with GPS equipment or apps. to located the assets in the field.

Montceito - CDD

Client Name

Printed Name Of Client

Signature

Date

**Pricing**

Number of control valves and splices approx. 400  
X \$25 per = \$10,000.00  
The actual number of points will be billed. The above is an estimate of points ( assets ).

Does NOT include troubleshooting or wire tracking.

Hourly rate of \$150.00 per hour, and the results added to the map.

ProGreen Service, LLC

Service Company Name

Printed Name Of ProGreen Representative

Signature

Date

Initial Here

## SECTION 3





# Proposal

Proposal# SPN99983  
Proposal Date: 5/9/2023  
Valid Until: 6/8/2023

2801 N. Powerline Road  
Pompano Beach, FL 33069  
Tel 954-971-7350 Fax 954-975-0791

Customer # 5502  
Montecito Community Development District  
6200 Lee Vista Boulevard, Suite 300  
  
Orlando, FL 32822  
Tel: 407-841-5524 Fax:

Job Site: 8563  
Montecito Phase #3  
Shearwater Pkwy  
Satellite Beach, FL 32937  
Tel: 865-603-5101 Contact: Darrin Mossing  
Model# HCF-25PDV-230/3-HMSR3L-Z

## Nature of Service:

### S/O - Control Panel Support Legs Replacement and Treat Rusted Area

During the recent maintenance visit, our technician Ricky found that the control panel support legs are severely rusted and recommends replacement to prevent any structural stress which could possibly lead to higher repair costs.

Our technician also found several areas within the enclosure skid rusted out and recommends sanding and applying Ospho to reduce observed rust.

Hoover proposes to:

- Remove deteriorated panel support legs.
- Build Unistrut legs to support control panel.
- Add new control panel support legs.
- Remove loose rust on the skid.
- Treat the affected area with Ospho Rust treatment.
- Test and calibrate pump station systems.

**Sub Total: \$922.33**

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**Grand Total: \$922.33**

**TERMS:** Full payment is due upon receipt of invoice. Interest will be due and shall accrue at the rate of 1-1/2% per month compounded on any overdue amount. Collection costs, including attorney's fees, will be due in the event of nonpayment. Warranty of parts and workmanship for one year from date of installation in accordance with Hoover standard Warranty Terms and Conditions. Hoover will use care, but is not responsible for the repair of hardscape, non-located customer owned utilities, or landscape damaged in the course of performing work and accessing work areas.

Accepted By:  
Hoover Pumping Systems, Corp.

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Ramona Mingo

Accepted By:  
Montecito Community Development District

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Signature/ Printed Name/ Date

# SECTION C

# SECTION 1



# **Montecito**

## **Community Development District**

**Proposed Budget**  
**FY 2024**



**Montecito  
Community Development District**

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**Montecito**  
**Community Development District**  
**General Fund**  
**Fiscal Year 2024**

	Adopted Budget FY 2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY 2024	Change Increase/ (Decrease)
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**Revenues**

Maintenance Assessments	\$ 863,748	\$ 840,838	\$ 22,910	\$ 863,748	\$ 899,259	\$ 35,511
Interest Income	-	1	-	1	-	-
Gate & Amenity Access Income	-	365	300	665	-	-
Miscellaneous Income	-	2,365	-	2,365	-	-
Stormwater Control Cost Share	-	-	-	-	4,136	4,136

<b>Total Revenues</b>	<b>\$ 863,748</b>	<b>\$ 843,569</b>	<b>\$ 23,210</b>	<b>\$ 866,779</b>	<b>\$ 903,395</b>	<b>\$ 39,647</b>
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**Expenditures**

**Administrative Expenditures**

Supervisor Fees	\$ 7,800	\$ 5,000	6,000	\$ 11,000	\$ 12,000	\$ 4,200
District Engineer	30,000	220	15,000	15,220	15,000	(15,000)
District Counsel	30,000	26,680	29,603	56,282	40,000	10,000
District Management	55,000	27,500	27,500	55,000	58,300	3,300
Disclosure Report	1,500	-	-	-	-	(1,500)
Assessment Roll	5,000	5,000	-	5,000	5,300	300
Information Technology	1,800	900	900	1,800	1,908	108
Website Maintenance	1,200	1,600	600	2,200	1,272	72
Auditing Services	5,000	-	4,200	4,200	5,000	-
Arbitrage Rebate Calculation	500	-	-	-	-	(500)
Trustee Fees	3,500	-	3,000	3,000	3,250	(250)
Public Officials/General Liability Insurance	19,102	16,555	-	16,555	19,102	-
Legal Advertising	2,000	1,030	1,500	2,530	3,000	1,000
Dues, Licenses, & Subscriptions	175	175	-	175	175	-
Property Appraiser	250	211	-	211	250	-
Reimbursable Expenditures	1,200	886	600	1,486	1,200	-
Contingency	2,400	897	630	1,527	2,400	-

<b>Administrative Expenditures Total</b>	<b>\$ 166,427</b>	<b>\$ 86,653</b>	<b>\$ 89,533</b>	<b>\$ 176,185</b>	<b>\$ 168,157</b>	<b>\$ 1,730</b>
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18.6%

**Operations and Maintenance Expenditures**

Field Management

Amenity and Field Management Contract	\$ 92,480	\$ 22,122	58,229	\$ 80,351	\$ 128,820	\$ 36,340
Facilities Attendant	-	-	12,741	12,741	28,700	28,700
Property Insurance	36,419	34,078	-	34,078	51,117	14,698
ADP Fees	-	274	-	274	-	-

<b>Field Management Subtotal</b>	<b>\$ 128,899</b>	<b>\$ 56,474</b>	<b>\$ 70,970</b>	<b>\$ 127,444</b>	<b>\$ 208,637</b>	<b>\$ 79,738</b>
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Amenity Center Operations

Repairs & Maintenance (Non-HVAC)	\$ 12,000	\$ 1,898	7,200	\$ 9,098	\$ 12,000	\$ -
HVAC Repairs & Maintenance	2,000	-	2,000	2,000	2,000	-
Office Supplies	1,500	816	684	1,500	1,500	-
Janitorial Supplies	1,850	-	1,000	1,000	1,850	-
Janitorial Services	8,241	3,040	3,900	6,940	7,800	(441)
Pest Control & Termite Bond	1,203	240	740	980	1,203	0
Fitness Equipment Repairs & Maintenance	3,000	225	1,500	1,725	3,000	-
Playground Repairs & Maintenance	1,000	-	1,000	1,000	1,000	-
Pool Service Repairs & Maintenance	15,000	6,748	9,628	16,376	15,000	-

<b>Amenity Center Operations Subtotal</b>	<b>\$ 45,794</b>	<b>\$ 12,967</b>	<b>\$ 27,652</b>	<b>\$ 40,619</b>	<b>\$ 45,353</b>	<b>\$ (441)</b>
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**Montecito**  
**Community Development District**  
**General Fund**  
**Fiscal Year 2024**

	Adopted Budget FY 2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY 2024	Change Increase/ (Decrease)
<b><u>Irrigation</u></b>						
Irrigation Repairs & Maintenance	\$ 25,000	\$ 16,944	6,000	\$ 22,944	\$ 25,000	\$ -
Irrigation Monitoring	6,287	3,144	2,994	6,138	6,388	101
Hoover Pumps Repairs & Maintenance	17,500	8,395	6,000	14,395	17,500	-
<b><u>Irrigation Subtotal</u></b>	<b>\$ 48,787</b>	<b>\$ 28,483</b>	<b>\$ 14,994</b>	<b>\$ 43,477</b>	<b>\$ 48,888</b>	<b>\$ 101</b>
<b><u>Stormwater Control</u></b>						
Aquatic Maintenance & Repairs	\$ 5,733	\$ 5,850	3,180	\$ 9,030	\$ 12,430	\$ 6,697
Fountain Service Repairs & Maintenance	9,000	10,737	2,050	12,787	9,000	-
<b><u>Stormwater Control Subtotal</u></b>	<b>\$ 14,733</b>	<b>\$ 16,587</b>	<b>\$ 5,230</b>	<b>\$ 21,817</b>	<b>\$ 21,430</b>	<b>\$ 6,697</b>
<b><u>Landscaping</u></b>						
Landscaping Contracted Services	\$ 80,375	\$ 38,568	39,000	\$ 77,568	\$ 103,425	\$ 23,050
Additional Landscaping Repairs & Maintenance	15,000	-	10,000	10,000	20,000	5,000
Entrance/Amenity Plant Replacement	2,400	1,856	600	2,456	2,400	-
Mulch	12,334	-	12,334	12,334	15,000	2,666
Palm Tree Maintenance	14,000	-	14,000	14,000	14,700	700
Oak Tree Maintenance	6,500	-	6,500	6,500	6,825	325
<b><u>Landscaping Subtotal</u></b>	<b>\$ 130,608</b>	<b>\$ 40,424</b>	<b>\$ 82,434</b>	<b>\$ 122,857</b>	<b>\$ 162,350</b>	<b>\$ 31,742</b>
<b><u>Common Areas, Right of Ways &amp; Perimeter Walls</u></b>						
Street Light Repairs & Maintenance	\$ 9,000	\$ 1,587	4,500	\$ 6,087	\$ 9,000	\$ -
Entrance Vehicular Gates Repairs & Maintenance	5,500	8,571	1,000	9,571	7,760	2,260
Pedestrian Entry Gates & Walls Maintenance	8,000	4,142	2,000	6,142	8,000	-
Common Area Repairs & Maintenance	12,000	1,943	4,500	6,443	6,000	(6,000)
Sidewalk Cleaning	8,000	-	8,000	8,000	8,000	-
<b><u>Common Areas, Right of Ways &amp; Perimeter Walls Subtotal</u></b>	<b>\$ 42,500</b>	<b>\$ 16,243</b>	<b>\$ 20,000</b>	<b>\$ 36,243</b>	<b>\$ 38,760</b>	<b>\$ (3,740)</b>
<b><u>Security Monitoring Services</u></b>						
Fire Detection Services	\$ 2,252	\$ 1,072	1,158	\$ 2,230	\$ 2,432	\$ 180
Access Control Services	2,702	1,287	1,389	2,676	2,918	216
Intrusion Services	1,649	785	848	1,633	1,781	132
Security Monitoring Repairs & Maintenance	2,500	478	2,000	2,478	2,500	-
<b><u>Security Subtotal</u></b>	<b>\$ 9,102</b>	<b>\$ 3,622</b>	<b>\$ 5,396</b>	<b>\$ 9,017</b>	<b>\$ 9,631</b>	<b>\$ 528</b>
<b><u>Utilities</u></b>						
Electric Services	\$ 47,300	\$ 20,832	24,000	\$ 44,832	\$ 54,394	\$ 7,094
Telephone, Fax & Internet	3,300	1,871	1,879	3,750	3,946	646
Water & Sewer Services	4,000	838	1,500	2,338	4,000	-
Gate Kiosk Internet Services	2,850	1,170	1,200	2,370	2,850	-
<b><u>Utilities Subtotal</u></b>	<b>\$ 57,450</b>	<b>\$ 24,711</b>	<b>\$ 28,579</b>	<b>\$ 53,289</b>	<b>\$ 65,190</b>	<b>\$ 7,740</b>
<b><u>Other</u></b>						
Contingency/Miscellaneous Expenditures	\$ 7,500	\$ 3,357	5,000	\$ 8,357	\$ 10,000	\$ 2,500
<b><u>Other Subtotal</u></b>	<b>\$ 7,500</b>	<b>\$ 3,357</b>	<b>\$ 5,000</b>	<b>\$ 8,357</b>	<b>\$ 10,000</b>	<b>\$ 2,500</b>
<b><u>Operations &amp; Maintenance Expenditures Total</u></b>	<b>\$ 485,374</b>	<b>\$ 202,867</b>	<b>\$ 260,254</b>	<b>\$ 463,121</b>	<b>\$ 610,238</b>	<b>\$ 124,864</b>
<b>Total Expenditures</b>	<b>\$ 651,801</b>	<b>\$ 289,519</b>	<b>\$ 349,787</b>	<b>\$ 639,306</b>	<b>\$ 778,395</b>	<b>\$ 126,594</b>
<b><u>Other Financing Uses</u></b>						
Capital Reserve Transfer Out	\$ 136,947	\$ 136,947	-	\$ 136,947	\$ 65,000	\$ (71,947)
Disaster Reserve Transfer Out	25,000	25,000	-	25,000	30,000	5,000
Roadway Reserve Transfer Out	50,000	50,000	-	50,000	30,000	(20,000)
<b>Total Other Financing Uses</b>	<b>\$ 211,947</b>	<b>\$ 211,947</b>	<b>\$ -</b>	<b>\$ 211,947</b>	<b>\$ 125,000</b>	<b>\$ (86,947)</b>
<b>Total Expenditures &amp; Reserves</b>	<b>\$ 863,748</b>	<b>\$ 501,466</b>	<b>\$ 349,787</b>	<b>\$ 851,253</b>	<b>\$ 903,395</b>	<b>\$ 39,647</b>
<b>Net Change in Fund Balance</b>	<b>\$ -</b>	<b>\$ 342,103</b>	<b>\$ (326,576)</b>	<b>\$ 15,526</b>	<b>\$ -</b>	<b>\$ (0)</b>

67.5%

13.8%

100.0%

	FY23	FY24	Increase	% Increase
Net Assessments	\$ 863,748	\$ 899,259	\$ 35,511	4%
Add: Discounts (6%)	\$ 55,133	\$ 57,400	\$ 2,267	4%
Gross Assessments	\$ 918,881	\$ 956,659	\$ 37,778	4%
	Gross O&M Per Unit	Increase	% Increase	
Townhomes	\$ 1,845.43	\$ 2,064.73	\$ 219.30	12%
Single Family	\$ 2,460.58	\$ 2,752.97	\$ 292.40	12%

# **Montecito**

## **Community Development District**

### **General Fund**

#### **Revenues:**

The District's primary source of generating revenues is from **Maintenance Assessments**. In addition, other non-budgeted sources of revenue may be realized throughout the fiscal year from items such as: Interest Income, Gate & Amenity Access Replacement Cards and FOB income, and Club House Rental Income.

#### **Maintenance Assessments**

The District levies Non-Ad Valorem Assessments on all of the assessable property within the District to pay for operating expenditures incurred during the Fiscal Year.

#### **Stormwater Control Cost Share**

The District has a cost share agreement relating to stormwater expenditures.

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#### **Expenditures:**

#### **Administrative Expenditures**

##### **Supervisor Fees**

Chapter 190, Florida Statutes, allows for each Board member to receive \$200 per meeting, not to exceed \$4,800 per year paid to each Supervisor for the time devoted to District business and meetings. The amount for the fiscal year is based upon 5 Supervisors attending 12 meetings.

##### **District Engineer**

The District's Engineer will be providing general engineering services to the District, e.g., attendance and preparation for the monthly Board meetings, review of invoices and requisitions, preparation and review of contract specifications and bid documents, and various projects assigned as directed by the Board of Supervisors and the District Manager.

##### **District Counsel**

The District's Legal Counsel, Billings, Cochran, Lyles, Mauro & Ramsey P.A., provides general legal services to the District. Among these services are attendance at and preparation for monthly Board meetings, review of operating and maintenance contracts, review of agreements and resolutions, and other research assigned as directed by the Board of Supervisors and the District Manager.

##### **District Management**

The District has contracted with Governmental Management Services-Central Florida, LLC to provide management, accounting, and recording secretary services. These services include, but are not limited to, advertising, recording and transcribing of Board meetings, administrative services, budget preparation, financial reporting, and assisting with annual audits.



# **Montecito**

## **Community Development District**

### **General Fund**

#### **Disclosure Report**

The District is required to prepare an annual disclosure report in accordance with the Continuing Disclosure Agreement and Rule 15c2-12(b)(5) promulgated by Securities and Exchange Commission. The annual report is filed on the Municipal Securities Rulemaking Board (EMMA) website.

#### **Assessment Roll**

The District has contracted with Governmental Management Services-CF, LLC to maintain the assessment roll and annually certify for collection a Non-Ad Valorem assessment for operating and debt service expenditures, calculate, collect, record and transmit prepaid assessments, maintain the District's lien book along with various other responsibilities.

#### **Information Technology**

Represents various cost with Governmental Management Services – Central Florida LLC for information technology for the District such as video conferencing, cloud storage and servers, positive pay implementation and programming for fraud protection, accounting software, tablets for meetings, Adobe, Microsoft Office, etc.

#### **Website Maintenance**

Represents the costs with Governmental Management Services – Central Florida LLC associated with monitoring and maintaining the District's website created in accordance with Chapter 189, Florida Statutes. These services include site performance assessments, security and firewall maintenance, updates, document uploads, hosting and domain renewals, website backups, etc.

#### **Auditing Services**

The District is required by Florida Statutes to have an independent certified public accounting firm to conduct an annual audit of its financial records. The District's current auditing firm is Grau & Associates.

#### **Arbitrage Rebate Calculation**

The District is required to annually have an arbitrage rebate calculation on the District's Series 2022 Special Assessment Refund Revenue Bonds. The District has contracted with AMTEC to calculate the arbitrage rebate liability and submit a report to the District.

#### **Trustee Fees**

The District pays an annual fee to UMB Bank as Trustee for the District's Series 2022, Special Assessment Refund Revenue Bonds.

#### **Public Officials/General Liability Insurance**

The District's general liability and public officials' liability insurance coverage is provided by Florida Insurance Alliance (FIA) who specializes in providing insurance coverage to governmental agencies.

#### **Legal Advertising**

The District will incur expenditures related to legal advertising. The items for which the District will advertise include, but are not limited to meeting schedules, special meeting notices, and public hearings, bidding etc. for the District based on statutory guidelines.

# **Montecito**

## **Community Development District**

### **General Fund**

#### **Dues, Licenses & Subscriptions**

The District is required to pay an annual fee to the Department of Economic Opportunity for \$175. This is the only anticipated expenditure for this category.

#### **Property Appraiser**

Represents a fee charged by the Brevard County Property Appraiser's office for assessment administration services.

#### **Reimbursable Expenditures**

Represents expenditures incurred that are considered reimbursable by the district, such as: mailing of agenda packages, overnight deliveries, correspondence, printing and binding agenda packages for board meetings, printing of computerized checks, stationary, envelopes, miscellaneous office supplies, etc.

#### **Contingency**

Represents any miscellaneous expenditures incurred during the fiscal year that do not fall into another administrative budget item.

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### **Operations and Maintenance Expenditures**

These are the budgeted items that the CDD Board along with District Management have assessed necessary for the routine operations and maintenance of the District.

#### **Field Management**

##### **Amenity and Field Management Contract**

The District has contracted with Vesta Property Services for onsite field management of services for the District within common areas such as but not limited to landscape, lake maintenance, and the Amenity Center. The contractor shall perform all normal duties associated with staffing, managing, and maintaining Amenities, to ensure its smooth operation and to help promote the safe enjoyment by members of the clubhouse and residents, landowners and visitors.

##### **Facilities Attendant**

The District has contracted with Vesta Property Services for a weekend facility attendant at the Amenity Center.

##### **Property Insurance**

Represents the cost of annual coverage of property insurance. Coverage is provided by Florida Insurance Alliance (FIA). FIA specializes in providing insurance coverage to governmental agencies.

##### **Amenity Center Operations**

##### **Repairs & Maintenance (Non-HVAC)**

Represents estimated costs for maintaining the amenity center throughout the fiscal year.

**Montecito**  
**Community Development District**  
**General Fund**

**HVAC Repairs & Maintenance**

Represents estimated costs of maintaining the A/C and heating systems.

**Office Supplies**

The District incurs cost for various office supplies as part of the day-to-day operations of the Amenity Center.

**Janitorial Supplies**

Represents any minimal costs for janitorial supplies and/or services.

**Janitorial Services**

The District has contracted with Coverall Central Florida to provide commercial cleaning services 6 days a week for the clubhouse. Services also include wiping equipment every two weeks and quarterly window cleaning.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
208 Montecito Drive	\$650	\$7,800
<b>Total</b>		<b>\$7,800</b>

**Pest Control & Termite Bond**

The District has contracted with Apex Pest Control, Inc. to provide bi-monthly pest control services. The District also incurs an annual termite bond fee with Price Termite & Pest Control.

<b>Description</b>	<b>Bi-Monthly</b>	<b>Annually</b>
208 Montecito Drive	\$80	\$480
Termite Bond		\$540
Contingency		\$183
<b>Total</b>		<b>\$1,203</b>

**Fitness Equipment Repairs & Maintenance**

Represents estimated costs for maintaining the fitness equipment owned by the District.

<b>Description</b>	<b>Quarterly</b>	<b>Annually</b>
Preventative Maintenance	\$225	\$900
Repairs & Contingency		\$2,100
<b>Total</b>		<b>\$3,000</b>

**Playground Repairs & Maintenance**

Represents any repairs and maintenance costs incurred on the District's playground equipment.

# Montecito

## Community Development District

### General Fund

#### **Pool Service Repairs & Maintenance**

The District has contracted with Brevard Pools for all expenditures related to the repairs and maintenance of the swimming pool facilities. These services include, but are not limited to, general cleaning, water testing, chlorinating, balancing PH, adding algaecide, balancing alkalinity, cleaning filters, providing technical support, and advising the District of any necessary repairs.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
Pool Maintenance – October to March	\$643	\$3,858
Pool Maintenance – April to September	\$938	\$5,628
Repairs & Contingency		\$5,514
<b>Total</b>		<b>\$15,000</b>

#### **Irrigation**

##### **Irrigation Repairs & Maintenance**

The District will incur expenditures related to the maintenance of the irrigation systems.

##### **Irrigation Monitoring**

The District has contracted with Insight Irrigation, LLC to provide irrigation monitoring services that include assistance with: run checks, leaks, valve issues, controller issues, sensor issues, backup data, management of irrigation schedules and updates to online maps.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
Irrigation Monitoring – 285 zones at \$1.75 per zone	\$499	\$5,988
Estimated Increase		\$400
<b>Total</b>		<b>\$6,388</b>

##### **Hoover Pumps Repairs & Maintenance**

The District will incur costs related to the repairs and preventative maintenance of its Hoover pumps which is provided by Hoover Pumping Systems.

<b>Description</b>	<b>Annually</b>
Hoover Pump 1 #4978 – Patrick Drive	\$2,590
Hoover Pump 2 #5975 – Point Lobos Drive & Monterey Drive	\$2,590
Hoover Pump 3 #8563 – Phase 2C	\$2,290
Repairs & Contingency	\$10,030
<b>Total</b>	<b>\$17,500</b>

**Montecito**  
**Community Development District**  
**General Fund**

**Lakes & Fountains**

**Aquatic Maintenance**

The District has contracted with Ecor Industries, Inc. for the care and maintenance of its six lakes which includes shoreline grass, brush and vegetation control.

Description	Monthly	Annually
Aquatic Maintenance	\$530	\$6,360
Stormwater Contingency		\$6,070
<b>Total</b>		<b>\$12,430</b>

**Fountain Service Repairs & Maintenance**

Represents the estimated costs for any repairs and maintenance pertaining to the six District lake fountains.

Description	Annually
Quarterly Fountain Cleaning	\$1,920
Repairs & Contingency	\$7,080
<b>Total</b>	<b>\$9,000</b>

**Landscaping**

**Landscaping Contracted Services**

The District has a contract with ProGreen Services. to maintain the landscaping located within the District. These services include monthly landscape maintenance such as mowing, edging, trimming, weed and disease control, fertilization, pest control, pH adjustments, pruning, and irrigation inspections.

Description	Annually
Landscape Maintenance	\$103,425
<b>Total</b>	<b>\$103,425</b>

**Additional Landscaping Repairs & Maintenance**

The District will incur landscape related expenditures that fall outside of the annual maintenance contract. Examples include: plant replacement and sod replacement.

**Entrance Pot Plant Replacement**

Represents estimated costs to replace pot plants at the entrances of the community.

**Mulch**

Represents estimated costs for supplemental mulch to be added during the fiscal year.

**Montecito**  
**Community Development District**  
**General Fund**

**Palm Tree Maintenance**

The District will incur costs for the maintenance of the palm trees.

**Oak Tree Maintenance**

The District will incur costs for the maintenance of the oak trees.

**Common Areas, Right of Ways & Perimeter Walls**

**Street Light Repairs & Maintenance**

The District will incur costs to maintain the street lights and decorative light fixtures throughout the District.

**Entrance Vehicular Gate Repairs & Maintenance**

Represents any gate repairs and maintenance costs the District may incur throughout the fiscal year. This also includes preventative maintenance provided by Florida Door Control, Inc.

**Pedestrian Entry Gates & Walls Maintenance**

The District will incur expenditures to maintain the pedestrian gates, entry monuments and walls throughout the fiscal year.

**Common Area Repairs & Maintenance**

Represents costs related to the maintenance of the District's common areas.

**Sidewalk Cleaning**

Represents the estimated costs of pressure washing the sidewalks annually.

**Security**

**Fire Detection Services**

Represents monitoring services provided by Sonitrol for the fire alarm systems.

Description	Monthly	Annually
208 Montecito Drive	\$202	\$2,432
<b>Total</b>		<b>\$2,432</b>

**Access Control Services**

Represents monitoring services provided by Sonitrol for the District's access control systems.

Description	Monthly	Annually
208 Montecito Drive	\$243	\$2,918
<b>Total</b>		<b>\$2,918</b>

# Montecito

## Community Development District

### General Fund

#### **Intrusion Services**

Represents monitoring services provided by Sonitrol for the District's burglary systems.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
208 Montecito Drive	\$148	\$1,781
<b>Total</b>		<b>\$1,781</b>

#### **Security Monitoring Repairs & Maintenance**

Represents maintenance trip services and repairs provided by Sonitrol for the District's burglary, access control and fire alarm monitoring systems.

#### **Utilities**

##### **Electric Services**

The District has the following electric accounts with Florida Power & Light Company for general purposes with monthly estimates.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
140 Clemente Drive #Pump (Hoover Pump 2 #5975)	\$329	\$3,948
208 Montecito Drive #Clubhouse (Amenity Center)	\$886	\$10,632
308 Montecito Drive #Irrigation Pump (Hoover Pump 1 #4978)	\$822	\$9,864
654 Mission Bay Drive #Gate (South Patrick Entrance)	\$506	\$6,072
686 Carlsbad Drive #Irrigation (Hoover Pump 3 #8563)	\$253	\$3,036
688 Carlsbad Drive #LTS	\$63	\$756
711 Monterey Drive #Irrigation	\$1012	\$12,144
790 Palisades Drive #Entrance (Shearwater Entrance)	\$139	\$1,668
Contingency		\$6,274
<b>Total</b>		<b>\$54,394</b>

#### **Telephone, Fax & Internet**

The District will incur cost for telephone, fax and internet service related to the amenity center. These services are provided by Spectrum.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
208 Montecito Drive	\$313	\$3,757
Contingency		\$189
<b>Total</b>		<b>\$3,946</b>

**Montecito**  
**Community Development District**  
**General Fund**

**Water & Sewer Services**

The District has the following water and sewer service account with the City of Melbourne for its amenity center.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
208 Montecito Drive	\$275	\$3,300
Contingency		\$700
<b>Total</b>		<b>\$4,000</b>

**Gate Kiosk Internet Services**

The District will incur costs to provide internet services to the two gatehouses it owns. These services are provided by Spectrum.

<b>Description</b>	<b>Monthly</b>	<b>Annually</b>
Gate Kiosk 1 – Shearwater Parkway Kiosk	\$105	\$1,254
Gate Kiosk 2 – South Patrick Kiosk	\$105	\$1,254
Contingency		\$342
<b>Total</b>		<b>\$2,850</b>

**Other**

**Contingency/Miscellaneous Expenditures**

Monies collected and allocated for expenditures that the District could incur miscellaneous throughout the year, which may not fit into any standard categories.

**Reserves:**

**Disaster Reserves**

Funds collected and reserved for expenditures related to disasters like hurricanes.

**Capital Reserves**

Funds collected and reserved for the replacement of and/or purchase of new capital improvements throughout the District.

**Roadway Reserves**

Funds collected and reserved for large repairs and maintenance of District's roads.



**Montecito**  
**Community Development District**  
**Capital Reserve Funds**  
**Fiscal Year 2024**

	Adopted Budget FY 2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY 2024
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**Revenues**

Beginning Fund Balance	\$ 228,737	\$ 234,487	\$ -	\$ 234,487	\$ 343,250
Transfer In - Capital Reserve	136,947	136,947	-	136,947	65,000
Transfer In - Disaster Reserve	25,000	25,000	-	25,000	30,000
Transfer In - Roadway Reserve	50,000	50,000	-	50,000	30,000
<b>Total Revenues</b>	<b>\$ 440,684</b>	<b>\$ 446,434</b>	<b>\$ -</b>	<b>\$ 446,434</b>	<b>\$ 468,250</b>

**Expenditures**

Bank Fees	\$ 756	\$ 277	\$ 322	\$ 599	\$ -
Capital Outlay - Landscaping	11,000	-	11,000	11,000	-
Capital Outlay - Amenity Center	59,300	-	59,300	59,300	-
Capital Outlay - Streets, Sidewalks, Walls & Gates	32,285	-	32,285	32,285	-
Capital Improvement Plan	-	-	-	-	100,000
<b>Total Expenditures</b>	<b>\$ 103,341</b>	<b>\$ 277</b>	<b>\$ 102,907</b>	<b>\$ 103,184</b>	<b>\$ 100,000</b>
<b>Net Change in Fund Balance</b>	<b>\$ 337,343</b>	<b>\$ 446,157</b>	<b>\$ (102,907)</b>	<b>\$ 343,250</b>	<b>\$ 368,250</b>

Description	FY 2023	FY 2024
<i>Information From Page 38 of Study</i>		
Reserves Beginning of Year	\$337,953	\$440,048
Contributions	\$112,925	\$115,748
Interest Income	\$3,899	\$4,932
Expenditures	(\$14,729)	(\$10,812)
Anticipated Balance	\$440,048	\$549,916

FY 2024 Projected Fund Balances	
Capital Reserves	\$8,455
Disaster Reserves	\$180,000
Roadway Reserves	\$179,795
<b>Total Fund Balances</b>	<b>\$368,250</b>

**Capital Reserve Fund - Actuals/Projections/Budget**

Description	FY 2023	FY 2024
Reserves Beginning of Year	\$234,487	\$343,250
Contributions	\$211,947	\$125,000
Interest Income	\$0	\$0
Expenditures	(\$103,184)	(\$100,000)
Anticipated Balance	\$343,250	\$368,250

<b>Variance Reserve Study Vs Actual</b>	<b>(\$181,666)</b>
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**Montecito**  
**Community Development District**  
**Debt Service Fund**  
**Fiscal Year 2024**

	Adopted Budget FY 2023	Actuals Thru 3/31/23	Projected Next 6 Months	Projected Thru 9/30/23	Proposed Budget FY 2024
<b><u>Revenues</u></b>					
Special Assessments - Tax Roll	\$ 315,934	\$ 306,930	\$ 9,004	\$ 315,934	\$ 315,934
Special Assessments - Prepayment	-	10,282	-	10,282	-
Interest	-	685	-	685	-
Beginning Balance	57,335	73,259	-	73,259	73,891
<b>Total Revenues</b>	<b>\$ 373,269</b>	<b>\$ 391,156</b>	<b>\$ 9,004</b>	<b>\$ 400,160</b>	<b>\$ 389,825</b>
<b><u>Expenditures</u></b>					
<b>Series 2022</b>					
Interest - 11/1	\$ 57,316	\$ 57,316	\$ -	\$ 57,316	\$ 55,814
Principal - 5/1	200,000	-	200,000	200,000	205,000
Interest - 5/1	58,954	-	58,954	58,954	55,814
Special Call - 8/1	-	-	10,000	10,000	-
<b>Total Expenditures</b>	<b>\$ 316,269</b>	<b>\$ 57,316</b>	<b>\$ 268,954</b>	<b>\$ 326,269</b>	<b>\$ 316,627</b>
<b>Net Change in Fund Balance</b>	<b>\$ 57,000</b>	<b>\$ 333,840</b>	<b>\$ (259,949)</b>	<b>\$ 73,891</b>	<b>\$ 73,198</b>

Interest 11/1/24 \$ 52,595

**Montecito**  
**Community Development District**  
**Series 2022 Special Assessment Refunding Bonds**  
**Amortization Schedule**

Date	Balance	Principal	Interest	Total
11/01/23	\$ 3,555,000.00	\$ -	\$ 55,813.50	\$ 55,813.50
05/01/24	\$ 3,555,000.00	\$ 205,000.00	\$ 55,813.50	\$ -
11/01/24	\$ 3,350,000.00	\$ -	\$ 52,595.00	\$ 313,408.50
05/01/25	\$ 3,350,000.00	\$ 210,000.00	\$ 52,595.00	\$ -
11/01/25	\$ 3,140,000.00	\$ -	\$ 49,298.00	\$ 311,893.00
05/01/26	\$ 3,140,000.00	\$ 220,000.00	\$ 49,298.00	\$ -
11/01/26	\$ 2,920,000.00	\$ -	\$ 45,844.00	\$ 315,142.00
05/01/27	\$ 2,920,000.00	\$ 225,000.00	\$ 45,844.00	\$ -
11/01/27	\$ 2,695,000.00	\$ -	\$ 42,311.50	\$ 313,155.50
05/01/28	\$ 2,695,000.00	\$ 235,000.00	\$ 42,311.50	\$ -
11/01/28	\$ 2,460,000.00	\$ -	\$ 38,622.00	\$ 315,933.50
05/01/29	\$ 2,460,000.00	\$ 240,000.00	\$ 38,622.00	\$ -
11/01/29	\$ 2,220,000.00	\$ -	\$ 34,854.00	\$ 313,476.00
05/01/30	\$ 2,220,000.00	\$ 250,000.00	\$ 34,854.00	\$ -
11/01/30	\$ 1,970,000.00	\$ -	\$ 30,929.00	\$ 315,783.00
05/01/31	\$ 1,970,000.00	\$ 255,000.00	\$ 30,929.00	\$ -
11/01/31	\$ 1,715,000.00	\$ -	\$ 26,925.50	\$ 312,854.50
05/01/32	\$ 1,715,000.00	\$ 265,000.00	\$ 26,925.50	\$ -
11/01/32	\$ 1,450,000.00	\$ -	\$ 22,765.00	\$ 314,690.50
05/01/33	\$ 1,450,000.00	\$ 270,000.00	\$ 22,765.00	\$ -
11/01/33	\$ 1,180,000.00	\$ -	\$ 18,526.00	\$ 311,291.00
05/01/34	\$ 1,180,000.00	\$ 280,000.00	\$ 18,526.00	\$ -
11/01/34	\$ 900,000.00	\$ -	\$ 14,130.00	\$ 312,656.00
05/01/35	\$ 900,000.00	\$ 290,000.00	\$ 14,130.00	\$ -
11/01/35	\$ 610,000.00	\$ -	\$ 9,577.00	\$ 313,707.00
05/01/36	\$ 610,000.00	\$ 300,000.00	\$ 9,577.00	\$ -
11/01/36	\$ 310,000.00	\$ -	\$ 4,867.00	\$ 314,444.00
05/01/37	\$ 310,000.00	\$ 310,000.00	\$ 4,867.00	\$ 314,867.00
	<b>\$ 3,555,000.00</b>	<b>\$ 894,115.00</b>	<b>\$ 4,449,115.00</b>	

## Montecito Community Development District

### Fiscal Year 2024 O&M and Debt Service Assessment Schedule

Description	Admin. Budget	Field/Reserve Budget	Total	Admin. Budget Bonds	Admin. Budget No Bonds	Total
Total O&M Budget	\$168,157	\$731,102	\$899,259	\$3,250	\$164,907	\$168,157
Balance Forward	\$0	\$0	\$0	\$0	\$0	\$0
Net Assessments	\$168,157	\$731,102	\$899,259	\$3,250	\$164,907	\$168,157
Collection Cost (6%)	\$10,733	\$46,666	\$57,400	\$207	\$10,526	\$10,733
<b>Gross Assessment</b>	<b>\$ 178,890</b>	<b>\$ 777,768</b>	<b>\$ 956,659</b>	<b>\$ 3,457</b>	<b>\$ 175,433</b>	<b>\$ 178,890</b>

#### Operations and Maintenance FY 2023

Lot Size	Units	EAU Factor	Total EAU's	% Total EAU's	Bond Expense	Admin. Budget Bonds	Admin. Budget No Bonds	Field/Reserve Budget	Total	O&M Per Unit (Net)	O&M Per Unit (Gross)(1)
Townhomes	294	0.75	220.5	28%	63%	\$37,734	\$29,797.45	\$442,473	\$510,004	\$1,734.71	\$1,845.43
Single Family	127	1.00	127	16%	37%	\$21,733	\$17,162.25	\$254,848	\$293,744	\$2,312.94	\$2,460.58
Total			347.5		100%	\$59,467	\$46,960	\$697,321	\$803,748		
<b>Condo's</b>											
Mid-Rise	224	1.00	224	28%		\$0	\$30,270	\$0	\$30,270	\$135.14	\$143.76
High-Rise	176	1.25	220	28%		\$0	\$29,730	\$0	\$29,730	\$168.92	\$179.70
			444			\$0	\$60,000	\$0	\$60,000		
Total	821		791.5	100%		\$59,467	\$106,960	\$697,321	\$863,748		

#### Operations and Maintenance FY 2024

Lot Size	Units	EAU Factor	Total EAU's	% Total EAU's	Bond Expense	Admin. Budget Bonds	Admin. Budget No Bonds	Field/Reserve Budget	Total	O&M Per Unit (Net)	O&M Per Unit (Gross)(1)
Townhomes	294	0.75	220.5	63%	63%	\$2,062	\$104,638.83	\$463,908	\$570,609	\$1,940.85	\$2,064.73
Single Family	127	1.00	127	37%	37%	\$1,188	\$60,268.17	\$267,194	\$328,650	\$2,587.80	\$2,752.97
Total			347.5		100%	\$3,250	\$164,907	\$731,102	\$899,259		
Total	421		347.5	100%		\$3,250	\$164,907	\$731,102	\$899,259		

Lot Size	FY23 Gross O&M Per Unit	FY23 Net O&M Per Unit	FY24 Gross O&M Per Unit	FY24 Net O&M Per Unit	FY24 Gross O&M Increase	FY24 Gross O&M Increase
Townhomes	\$1,845.43	\$1,734.71	\$2,064.73	\$1,940.85	\$219.30	12%
Single Family	\$2,460.58	\$2,312.94	\$2,752.97	\$2,587.80	\$292.39	12%

## Montecito Community Development District

### Fiscal Year 2024 O&M and Debt Service Assessment Schedule

#### Debt Service Assessments FY 2024

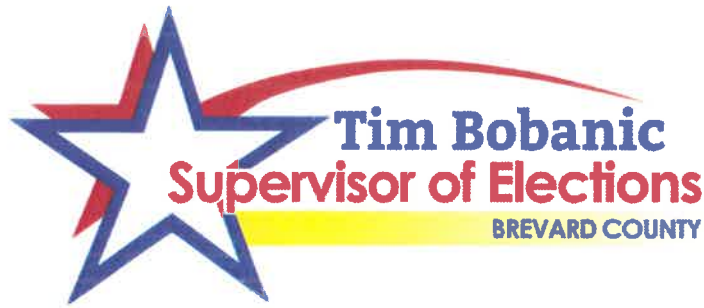
Lot Size	Debt Units Units	EAU Factor	Net Annual	% Total EAU's	Annual Debt Service	Net Annual Per Unit	Gross Annual
Townhomes	293	0.75	220	63.56%	\$200,799	\$685.32	\$729.07
Single Family	126	1.00	126	36.44%	\$115,134	\$913.76	\$972.09
Total			<b>346</b>	<b>100%</b>	<b>\$315,934</b>		

#### Combined Operations and Maintenance and Debt Service Assessments

Lot Size	Gross O&M Per Unit	Gross Debt Per Unit	Total Gross Per Unit (1)	FY2023 Total Gross Per Unit	FY2024 Total Gross Increase	FY2024 Total Gross Increase %
Townhomes	\$2,064.73	\$729.07	\$2,793.80	\$2,574.50	\$219.30	9%
Single Family	\$2,752.97	\$972.09	\$3,725.06	\$3,432.67	\$292.40	9%

(1) Includes 6% for early payment discount and collection cost for tax collector.

## SECTION 3



May 5, 2023

Ms Stacie M. Vanderbilt, Recording Secretary  
209 E Livingston St  
Orlando FL 32801

Re: RE: Montecito Community Development District

Dear Ms Vanderbilt:

I am writing in response to your request for the number of registered voters within the afore-mentioned communities:

Please be advised our records indicate the number of registered voters as of April 15, 2023 are as follows:

Montecito Community Development District **801**

If you need any additional information, or have any questions, please feel free to contact me at 321.290.8683.

Kind regards,

Tim Bobanic

TB/dy

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**Mailing Address**

PO Box 410819  
Melbourne, FL 32941-0819  
Toll Free: (800) 579-4780

**Supervisor of Elections - Titusville**

400 South Street  
Suite 1F  
Titusville, FL 32780-7610  
Telephone: (321) 264-6740  
Fax: (321) 264-6741

**Supervisor of Elections - Viera**

2725 Judge Fran Jamieson Way  
Building C, Suite 105  
Viera, FL 32940-6605  
Telephone: (321) 633-2124  
Fax: (321) 633-2130

**Supervisor of Elections - Melbourne**

1515 Sarno Road  
Building A  
Melbourne, FL 32935-5293  
Telephone: (321) 255-4455  
Fax: (321) 255-4401

**Supervisor of Elections - Palm Bay**

450 Cogan Drive SE  
Palm Bay, FL 32909-6869  
Telephone: (321) 952-6328  
Fax: (321) 952-6332

**(321) 290-VOTE (8683)**  
**VoteBrevard.gov**