

Good afternoon,

Board Members in accordance with Florida Sunshine Laws please DO NOT “REPLY TO ALL”

Thank you all for your time and dedication to Montecito CDD. Below you will find the weekly (10/19 – 10/25) recap and Rusty’s report (highlighted).

WEEKLY REPORT

- Conducted AM and PM community drive-throughs. Noted one parking violation this week (photos attached).
- Sonitrol replaced the emergency security panel.
- Shearwater/Montecito Vehicle gate fixed.
- Checked clubhouse interior and exterior, furniture, lights, and doors.
- All facility keypad and gates are working properly.
- Blow off pool deck, sidewalks, and amenity center.
- The clubhouse, fitness center, pool area, and bathrooms were cleaned.
- All clubhouse doors and windows were cleaned.
- Brevard Pools maintained the pool 3x week.
- Pool water tested daily by GM.
- Spectrum replaced modem due to weather damage.
- Weekly meeting with Rusty.
- Service tickets - promptly responded to tickets, ensuring that each one was addressed and resolved within a 24–48-hour timeframe.

WEEKEND / FACILITY ATTENDANCE

- Clubhouse main door repaired.
- Conducted community drive-throughs 2-3 times a day.
- Blow off pool deck, sidewalks, and amenity center.
- Removed debris from the front and back areas of the clubhouse.
- Removed trash from the ponds area.
- Tested pool water. Chemicals balanced, 7.3 PH.
- Installed screen in the camera/modem box to prevent rodents from ruining the equipment.
- The gym restroom toilet has been fixed.
- One of the pool tables was reported broken. Victor adjusted the legs and fixed it.

PENDING ITEMS

- Fountain replacement – Approved. **PENDING replacement.**
- Shearwater pedestrian gate – Will be fixed on 10/26.
- Reported brown shrubs located on East Redondo. 10/25 (PHOTOS ATTACHED)
- Contacted Don Bo regarding the sidewalk affected by the tree roots. A tech will be on-site on 10/28, AM.
- Flag pole light not working. Waiting for replacement.

PROGREEN

Please find below a recap of the landscaping services performed for the CDD during the past week. This is the first week of the new schedule changes - we have personnel on property five days a week.

Monday:

- **CDD:** Detailed the clubhouse and outside perimeter wall.

Tuesday: Site visit with Kisha - CDD

Kisha CDD - Discussed the 2wire outage from 749 Monterrey. As well as the plan for the crew's new schedule.

- **CDD:** Sprayed bed weeds in the outside perimeter wall, front entrances. Detailed the roundabout as well as the perimeter hedge of the clubhouse.

Wednesday:

- **CDD:** Detailed and sprayed (bed weeds) the CDD easements from Carlsbad to Montecito.

Thursday:

Calls with Kisha regarding the outages on the East - Townhomes (mainline break) and West Controllers - Single Family (appears to be a 2-wire issue).

- **CDD:** Detailed and sprayed (bed weeds) the CDD easements in the townhome section along Montecito. Repaired the mainline break on the east controller and started troubleshooting the outage on west controller on the single-family section.

Friday:

- **CDD:** Detailed and sprayed (bed weeds) the remaining easements in the townhomes along Montecito and starting on Clemente. Troubleshooting the outage on west controller on the single-family section.

Thank you,

Kisha Wagner
General Manager
Montecito CDD