

**MONTECITO COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Wednesday, June 4, 2025
208 Montecito Drive, Satellite Beach, Florida 32937
9:30 a.m.**

Board Members present at roll call:

Debra Reitz	Assistant Secretary
Mark Nehiba	Chairperson
Rich Adams	Assistant Secretary
Rich Wellman	Vice Chairperson

Also present were:

Venessa Ripoll	District Manager- PFM Group Consulting LLC
Vivian Carvalho	District Manager- PFM Group Consulting LLC (via phone)
Rick Montejano	District Accountant - PFM Group Consulting LLC (via phone)
Gazmin Kerr	ADM – PFM Group Consulting LLC (via phone)
Ginger Wald	District Counsel – Billing, Cochran, Lyles, Mauro & Ramsey,P.A. (via phone)
Thomas Degrace	District Engineer – Culpepper & Terpening, Inc. (via phone)
Kisha Wagner	General Manager – Vesta Properties
Sara Miles	Vesta Properties
Kyle Nelson	Vesta Properties
Rusty Kahoe	Progreen Services LLC
Zac Carr	Progreen Services LLC
Various Audience Members	

FIRST ORDER OF BUSINESS

Organizational Matters

**Call to Order, Roll Call and Pledge
of Allegiance**

Ms. Ripoll called the meeting to order at 9:30 a.m. and a quorum was established.

Mr. Adams led the pledge of allegiance.

Public Comment Period

A resident noted he had submitted a request for landscaping on a patch of CDD property. He asked for an update on that request. He gave an overview of what landscaping work he had done to make it look better.

Mr. Nehiba noted the new budget starts in October and the need for sod is determined by Progreen. Mr. Kahoe stated seeding will start once the rainy season is in full effect. He will add the area mentioned by the resident.

There was brief discussion regarding the new turf.

Ms. Kerchman commented regarding the sod placement. Mr. Kahoe noted there was a treatment done a week ago in that area and ProGreen is keeping an eye on the weeds.

There was a brief discussion regarding the artesian wells and their locations. Mr. Kahoe noted they are scheduled to be turned off. He also requested that no one turn them on without permission from Progreen.

Administrative Matters

Review and Consideration of the May 7, 2025, Board of Supervisors Meeting Minutes

The Board reviewed the minutes.

On motion by Mr. Wellman, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved the May 7, 2025, Board of Supervisors Meeting Minutes.

Vendor Report

- **ProGreen Services LLC
Monthly Executive
Summary**

Mr. Carr gave an overview of the Progreen monthly executive summary and ongoing projects. He reviewed Quote #8816 for an irrigation two-wire fault, in the amount of \$3,706.00. He also reviewed Quote #8639 for landscape installation due to dead plants.

It was noted there is no budget for new planting at this time, until October 1. Progreen will bring Quote #8639 back to the Board at that time.

On motion by Ms. Reitz, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Quote #8816 from Progreen for the irrigation two-wire fault, in the amount of \$3,706.00.

Ms. Wagner noted the good job that Progreen is doing. Mr. Kahoe recommended residents to send kudos emails to Ms. Wagner.

SECOND ORDER OF BUSINESS

General Business Matters

Road Repairs and Street Seal Coating

Mr. Wellman gave an update on the road repairs and seal coating. He noted flyers and maps were distributed to residents and thanked everyone who helped. He recommended purchasing a laser printer for the District for future communication. He gave an overview on all that has taken place thus far in regard to the repair, noting that the weather caused an extension of a week. Mr. Wellman will review the repairs once completed prior to the final payment being sent. He recommended Pothole Heroes as a future vendor.

Mr. Nehiba thanked Mr. Wellman for his work. Ms. Wagner also thanked everyone for their help.

Update on Vesta Existing Contract

Ms. Ripoll gave an update on the Vesta contract. She noted there is a verbal agreement, but final contract completion is still in the process.

Mr. Nehiba noted his disappointment with Vesta and the entire process.

Mr. Wellman commented on the original Vesta contract terms.

Kyle, from Vesta, discussed the current issues and noted he would like to step in and be able to complete the contract, with requested revisions.

Ms. Reitz recommended getting a proposal from other vendors to make a comparison.

Ms. Wald noted the contract with Vesta will expire on September 30, and gave an overview of the choices that the Board has. Ultimately, it is up to the Board whether they want to

get other proposals, continue with Vesta's contract, or terminate Vesta's contract. There is a 30-day written notice requirement.

The Board reviewed the Vesta requested changes within the contract.

On motion by Mr. Nehiba, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District approved District Management to get proposals for Amenity Management.

The board had a brief discussion regarding the termination of the Vesta contract.

On motion by Mr. Nehiba, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Montecito Community Development District approved the termination of Vesta Properties service and to give a 30-day termination notice.

There was discussion regarding Ms. Wagner's position. There will be discussion with District Management in regard to this.

Discussion Regarding E-bikes and Golf Carts on Sidewalks

Mr. Wellman gave an overview of the comments and issues regarding E-bikes and golf carts on sidewalks. He also reviewed the Florida Rules and Regulations regarding E-bikes and golf carts on sidewalks. He requested a rule/regulation be created for the CDD that all private electric or gas vehicles be restricted from operating on sidewalks.

There was brief discussion regarding the golf carts on sidewalks and the process of enforcement.

Ms. Wald noted what other District's have done. She recommended going to the City of Satellite Beach to ask for their help with the adoption of an ordinance. This would allow the police to enforce the ordinance. District Counsel will provide examples of the ordinance for the Board's review. She also gave an overview of the rule-making process for the Board.

Mr. Nehiba noted that the City of Satellite Beach is currently determining if they will create an ordinance regarding this already. He recommended going to City Hall when this comes up, in order to lobby for it.

There was discussion regarding what types of vehicles are included in the proposed ordinance.

Mr. Nehiba will be in communication with Ms. Ripoll on any updates.

Mr. Wellman discussed the liability issues related to any injuries. Ms. Ward gave an overview of the duty of the District, negligence, and liability. She also noted that the District has sovereign immunity. She recommended moving forward with the ordinance request, not the rule making so that the rules can be enforced.

Ms. Wellman, a resident, recommended having an email blast sent out to residents regarding the issue.

Discussion of Amenity Center Furniture

Ms. Ripoll requested permission from the Board to get proposals for design and furniture options.

Ms. Wagner noted she would like to bring a company in to give her recommendations, at no additional charge, as to the design and as to what is needing replacement.

The Board discussed the color options and noted the furniture should stay within the color scheme that is already there. There was also discussion regarding the age of the furniture.

Mr. Wellman noted the furniture should be more practical for events and use.

There was discussion regarding what type of furniture should be purchased. Ms. Wagner will follow up with catalogs and options.

A few residents gave suggestions on what types of furniture would be good for the Amenity Center. Ms. Wellman recommended viewing other clubhouses in other communities.

Mr. Nehiba noted this would come out of next fiscal year's budget, unless it's capital.

Ms. Ward gave an overview of the statutory process and options relating to replacing the old CDD furniture.

Ms. Ripoll noted this will remain on the July agenda.

Discussion of Paver Repair at the Entrances

Mr. Degrace gave an overview of the paver repair. He noted there have been three proposals received and provided an overview of those proposals. The proposals were in the amount of \$8,500.00, \$3,500.00, and \$1,200.00. The recommendation is to move

forward with Groundworks Paver and Turf for \$1,200.00. The District Engineer is waiting for the final written proposal. This proposal is for two paver repair locations.

Ms. Ripoll noted this will remain on the July agenda.

Discussion of Sidewalk Cleaning throughout the Community

Mr. Wellman gave an overview of the need for sidewalk cleaning throughout the community. He requested proposals for this scope of work. He noted there is 95,000 square feet of sidewalk in the community. He also stated there are sidewalk repairs needing to be completed.

Ms. Wagner will follow up.

Ms. Ripoll noted this will remain on the July agenda.

Ratification of Payment Authorization No. 14-20

Ms. Ripoll stated these are for contractual obligations and have been approved by Ms. Glynn.

On motion by Mr. Nehiba, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District ratified Payment Authorizations Nos. 14-20.

Review of District Financial Statements

Ms. Ripoll stated the financials are as of April 2025.

On motion by Mr. Nehiba, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved the District Financial Statements.

THIRD ORDER OF BUSINESS

Other Business

Staff Reports

District Counsel – Ms. Wald reminded the Board of the deadline of July 1 for their Form 1. She noted the forms are online and also reminded the Board of their required annual Ethics Training that is self-reported. District Management can send out the links to training for the Board. District Counsel is working on the 2025 State Legislation Memo and will have it for the Board's review at the next meeting.

District Engineer – Mr. Degrace noted they are working on the CUP permitting and have been in communication with the St. Johns River Water Management District. He stated there is one meter that either needs to be calibrated or replaced for Well #2. Mr. Kahoe has a contractor contact for that scope of work. Mr. Degrace will email the location to Ms. Ripoll and Ms. Wagner to follow up.

Mr. Wellman noted there is a calibration meter schedule. There was a brief discussion regarding this. He stated there may be an additional meter located in the shed. Mr. Degrace will follow up.

Mr. Degrace also stated they are working on the encroachment descriptions for the driveways. Ms. Ripoll noted this will be kept on the agenda.

District Manager – Ms. Ripoll noted that the next Board meeting is scheduled for July 2, 2025, at 9:30 a.m., at the same location.

General Manager –

- **General Manager's Report - TV Purchase and Installation**

Ms. Wagner gave an overview of the General Manager's report. This included an update on the excavation by FP&L that took place for a pool installation. During the pool installation, a pipeline was broken. This was repaired and the sod and mulch have been replaced.

Ms. Wagner gave an update on the painting of the clubhouse. She noted there are a couple of areas that still need to be fixed. She also gave an update on the playground and noted the vendor is waiting for their engineer. She will follow up again.

Ms. Wagner reviewed several repairs and installations that will be taking place including the pedestrian gate at Shearwater, the hydraulic hinges, the wall area that was hit and has a large chip, and three new waste stations. She also noted the new TV has been installed in the gym and looks great.

There was brief discussion regarding the Wi-Fi for the TV's and the bandwidth needed for streaming.

Ms. Wagner has received 7 or 8 quotes for the landscape lighting. The quotes provide different options. She will share with Mr. Wellman. This will be brought back before the Board to review.

Ms. Wagner reviewed the options and prices for the Clubhouse TV and the mount. Ms. Ripoll noted she will check Costco and Sams as well for prices and make sure that it is tax exempt. The Board discussed the sizing of the TV. This will be brought back before the Board to approve.

Ms. Wagner gave an update on the waste station usage and locations. There was brief discussion regarding the locations. It was noted pickup and disposal is scheduled on Mondays and Thursdays.

Mr. Wellman discussed the signage that was installed.

Ms. Wagner agreed with the recommendation to purchase a roll out cart for chairs. Ms. Ripoll noted District Management will get the cart.

Ms. Wagner requested permission to get quotes for new lounge chair cushions. Mr. Nehiba agreed. She also would like to create a sign that states residents cannot move pool furniture and umbrellas need to be brought back into the clubhouse when they are no longer being used.

There was a brief discussion regarding an incident that happened with the pool furniture.

Supervisors Requests & Audience Comments

Mr. Adams had a comment regarding the revenue for the bond. Ms. Ripoll noted any questions or for pay off, residents can contact the District Management office.

Mr. Wellman recommended the District purchase an AED device for the first aid kit. Ms. Ripoll will follow up.

Mr. Wellman also noted there is an area at the end of Redondo that needs a barrier. This could include some landscaping options around the barrier. Ms. Reitz will follow up with Progreen and will bring it back before the Board for review. Ms. Wagner noted she meets with Mr. Kahoe on Tuesdays.

Mr. Wellman recommended converting the library into a utility storage area with double doors. This is where the chair cart could be stored. However, there is an exit door in that area. The Board discussed.

A resident noted that the library is used on a small scale but should still be there for residents. Ms. Wagner noted the other closet and library need to be cleaned out.

Ms. Wagner recommended having community events and gave a few ideas. Mr. Nehiba agreed. It was noted the Social Committee is trying to do that. It would be helpful to have

Ms. Wagner be the leader and the committee would help. It was noted these have to be listed as Lifestyle groups.

There were no further Supervisor requests or comments at this time.

Adjournment

There was no further business to come before the Board.

On MOTION by Mr. Nehiba, seconded by Mr. Wellman, with all in favor, the Montecito Board of Supervisors CDD adjourned the June 4, 2025, Board of Supervisors' meeting at 11:34 a.m.


Secretary/Assistant Secretary


Chairperson/Vice Chairperson