

Montecito Community Development District

3501 Quadrangle Blvd., Suite 270, Orlando, FL 32817

Phone: 407-723-5900; Fax: 407-723-5901

www.montecitocdd.org

The meeting of the Montecito Community Development District Board of Supervisors will be held on **Wednesday September 2, 2026, at 9:30 a.m.** at **Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida, 32937**. The agenda is as follows:

ATTENDEES: Please identify yourself each time you speak to facilitate accurate transcription of meeting minutes.

Please use the following information to attend the telephone conference:

Conference Call: 1-844-621-3956 Meeting number (access code): 2538 286 6774

Join online: <https://pfmcdd.webex.com/meet/ripollv>

BOARD OF SUPERVISORS' MEETING AGENDA

Organizational Matters

- **Call to Order/Roll Call**
- **Pledge of Allegiance**
- **Public Comment Period** (*where members of the public desiring to speak on a specific agenda item may address the Board, limited to 3 minutes per person*)

Administrative Matters

1. Consideration of the Minutes of the:
 - August 5, 2026, Board of Supervisors Meeting

Vendor Reports

- ProGreen Services LLC Monthly Executive Summary
 - Review of ProGreen Services LLC Proposals
 - Review and Consideration of Estimate 11475
- District Counsel: *Billing Cochran, P.A.*
- District Engineer: *Culpepper and Terpening, Inc.*

Old Business Matters

2. Capital Project Updates
3. Review and Consideration of Engineers Report Proposal
4. Review and Consideration NM Maintenance Paver Replacement
5. Review and Consideration of Gym Maintenance Quotes
6. Review and Consideration of NM Maintenance Pressure Washing Proposal
7. Review and Consideration of NM Maintenance Pool Furniture Restoration

New Business Matters

8. Discussion of Appeal Letter
9. Ratification of Payment Authorization Nos. 75-79
10. Review of District Financial Statements

Staff Reports

- District Manager: *PFM Management Services LLC*
 - Next Meeting: September 2, 2026
- General Manager: *Coastal Bay Asset Management*
 - General Manager's Report

Supervisor Requests & Comments

Adjournment



Montecito Community Development District

Review and Consideration of the August 5, 2026 Board of Supervisors Meeting Minutes

**MONTECITO COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Wednesday, August 5, 2026
208 Montecito Drive, Satellite Beach, Florida 32937
9:30 a.m.**

Board Members present at roll call:

Mark Nehiba	Chairperson	
Rich Wellman	Vice Chairperson	(via phone)
Rich Adams	Assistant Secretary	
Debra Reitz	Assistant Secretary	
Tanja Glynn	Assistant Secretary	

Also present were:

Venessa Ripoll	District Manager- PFM Group Consulting LLC	
Gazmin Kerr	ADM – PFM Group Consulting LLC	(via phone)
Rick Montejano	District Accountant- 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 – Coastal Bay Asset Mgmt. LLC	
Rusty Kahoe	ProGreen Services, LLC	
Robert Wagner	Coastal Bay Asset Management	
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.

The Pledge of Allegiance was recited.

Public Comment Period

A resident commented on her experience at the Pool and getting a restricted parking area sticker placed on her car window. The resident struggled getting the glue residue off the window and her husband threatened the Community Manager, Ms. Wagner. The resident

and her spouse had their community privileges suspended and the husband was Trespassed. She expressed concern that there was no signage for restricted parking until after the incident and requested their privileges be reinstated and the trespassing be removed. A board member asked Ms. Wald if the Board of Supervisors was allowed to reinstate privileges and Ms. Wald stated she would need more information. Ms. Ripoll will follow up with Ms. Wald and then the resident. The resident then asked why she lost her privileges. Ms. Wagner gave a brief overview of the incident. A Board member stated the cards are provided by address, and all were deactivated based on that. Another Board clarified that the resident is requesting her privileges be reinstated. The Board briefly discussed options and decided not to grant the request. This will be added to the next agenda. Mr. Wagner, owner of Coastal Bay Asset Management, provided further explanations on the subject.

A resident noted her experience with Coastal Bay Asset Management and requested the CDD to look at other companies based on lack of customer service.

A resident requested the Board to hold off until next year on re-sodding the easement area on Montecito Drive. He commented on the orange flags placed in his yard for over three weeks. He expressed concerns about the condition of the Sod recently put down.

There was discussion amongst members regarding Progreen spot spraying and if advanced notification can be provided.

Several residents spoke on behalf of the residents who were trespassed.

SECOND ORDER OF BUSINESS

Administrative Matters

Consideration of the Minutes of the: July 1, 2026, Board of Supervisors Meeting Minutes

The Board reviewed the minutes.

On motion by Ms. Glynn, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District approved July 1, 2026, Board of Supervisors Meeting Minutes.

THIRD ORDER OF BUSINESS

Vendor Report

ProGreen Services LLC Monthly Executive Summary

- **Review of ProGreen Services LLC Proposals**
- **Discussion of Landscaping behind 149-159 Montecito Drive**

Mr. Kahoe reviewed the ProGreen Proposals with the Board.

11687 Proposal for Irrigation for \$2,832.00

On motion by Ms. Reitz, seconded by Mr. Adams with all in favor, the Board of Supervisors for the Montecito Community Development District approved Proposal 11687.

Mr. Kahoe noted Proposal 11327 was for cleaning up a hedge line, located on the East side of the Clubhouse.

There was discussion amongst the Board regarding available funds.

A motion was made for approval of proposal 11327 then withdrawn. Proposal 11327 was deferred.

Mr. Kahoe noted proposal 11515 was for grass behind the clubhouse in the amount of \$5,000.

There was brief discussion regarding the grass. Board agreed to Table the proposal 11515.

Mr. Kahoe noted Proposal 11475 is for viburnum replacements. The Board agreed to Table proposal 11475 in the amount of \$1,300.

There was lengthy discussion about Landscaping issues throughout the community.

**District Counsel: Billing Cochran,
P.A**

Ms. Wald reminded the Board about Ethics Training.

**District Engineer: Culpepper and
Terpening, Inc**

- **Discussion of
Updated Quote to
Review Ponds**

Mr. Degrace noted a budget for the Lake Bank Study and Annual Engineers report was submitted for review.

Mr. Degrace noted the possibility of grading slopes prior to Landscaping.

Mr. Degrace noted he is monitoring meter data for the CUP Permit.

FOURTH ORDER OF BUSINESS

General Business Matters

Capital Project Updates

Ms. Glynn noted there were no updates on the capital projects.

Review of Reserve Analysis By: FCS Management Group, LLC

Ms. Ripoll presented the Reserve Analysis to the Board.

On motion by Ms. Reitz, seconded by Ms. Glynn, with all in favor, the Board of Supervisors for the Montecito Community Development District accepted for the record 2026 infrastructure planning.

**Review and Consideration NM
Maintenance Paver Replacement**

The Board agreed to Table the discussion.

FIFTH ORDER OF BUSINESS

New Business Matters

**Public Hearing on the Adoption of
the District's Annual Budget**

- **Public Comments**
- **Board Comments**
- **Consideration of
Resolution 2026-08,
Adopting the Fiscal
Year 2027 Budget
and Appropriating
Funds**

On motion by Ms. Glynn, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District opened the Public Hearing.

Several Board members commented on the success of the Budget and that it is staying the same as last year.

Mr. Wellman reviewed the Budget and questioned if there were Payroll taxes for Supervisor fees. He suggested the comment be corrected.

Mr. Wellman discussed the new asphalt and the quotes provided and the potential increase for residents.

There were no public comments.

On motion by Mr. Adams, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District closed the Public Hearing.

On motion by Ms. Glynn, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Consideration of Resolution 2026-08, Adopting the Fiscal Year 2027 Budget and Appropriating Funds.

Consideration of Resolution 2026-09, Levying O&M Assessments and Certifying an Assessment Roll

Ms. Ripoll stated this Assessment goes to the tax collector.

On motion by Ms. Glynn seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Resolution 2026-09, Levying O&M Assessments and Certifying an Assessment Roll.

Consideration of Resolution 2026-10, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027

The Board reviewed the meeting schedule.

A Board member requested to remove the Asterisk from May 2027.

Ms. Glynn noted that the meeting schedule will still be held on the first Wednesday of the Month at 9:00 am at Montecito Beach Club, 208 Montecito Drive, Satellite Beach, FL 32937.

On motion by Ms. Glynn, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Resolution 2026-10, Adopting the Annual Meeting Schedule for Fiscal Year 2026-2027.

Review and Consideration of Gym Maintenance Quotes

Ms. Reitz noted multiple issues with the current Gym Maintenance Company. She Provided a quote from a General Maintenance Company.

The board discussed getting additional quotes and potential maintenance issues.

The Board agreed to Table the discussion.

**Review and Consideration of NM
Maintenance Pressure Washing
Proposal**

The Board agreed to Table the discussion.

**Review and Consideration of NM
Maintenance Pool Furniture
Restoration**

Ms. Reitz noted this was to Powder Coat all the pool furniture and repair anything broken.

The Board discussed furniture restoration and maintenance and agreed to Table the discussion.

**Review and Consideration of NM
Maintenance Roof Tile Cleaning**

The Board discussed the cost of Roof Tile Cleaning.

Ms. Ripoll noted that the current Budget, under common areas repair and maintenance, has room in the Budget to cover the \$2,250.00.

On motion by Ms. Glynn, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District approved NM Maintenance Roof Tile Cleaning proposal.

**Review and Consideration of NM
Maintenance Amenity Center
Concrete Curb Removal**

The Board reviewed and discussed the Curb removal.

On motion by Mr. Adams, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District approved NM Maintenance Amenity Center Concrete Curb Removal proposal.

**Ratification of Payment
Authorization Nos. 69-74**

The Board reviewed the Payment Authorizations.

On motion by Ms. Reitz, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Montecito Community Development District ratified Payment Authorization Nos. 69-74.

**Review of the District Financial
Statements**

Ms. Ripoll stated the financials are as of June 30, 2026.

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

SIXTH ORDER OF BUSINESS

Other Business

Staff Reports

District Manager -

Ms. Ripoll reminded the Board that the next meeting is scheduled for September 2, 2026.

General Manager – General Manager’s Report

Ms. Wagner noted there is a new weekend employee. He has started pressure washing and cleaning up the pool shower area.

Ms. Ripoll noted that the website has been updated with a tab to request realtor signs and parking.

Ms. Wagner gave a brief overview of how the rules and regulations are being implemented for open houses.

Ms. Wagner noted the implementation of timers for the lights in the clubhouse.

Mr. Wellman questioned the timeframe for replies and approvals. Ms. Wagner noted that during business hours, she responds and approves right away.

There was brief discussions regarding the gate.

Ms. Wagner briefly discussed an altercation with another resident.

Supervisors Requests & Audience Comments

Mr. Wellman suggested a microphone or members to approach the microphone when addressing the Board.

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 Ms. Glynn, seconded by Mr. Adams, with all in favor, the Montecito Board of Supervisors CDD adjourned the August 5, 2026, Board of Supervisors' meeting at 12:18 p.m.

Secretary/Assistant Secretary

Chairperson/Vice Chairperson



Montecito Community Development District

- **ProGreen Services LLC Monthly Executive
Summary**
 - **Review of ProGreen Services LLC
Proposals**
 - **Review and Consideration of Estimate
11475**

Montecito Community Development District

Monthly Landscape Maintenance Report - August 2026

Overview

Throughout August, the ProGreen landscape maintenance team completed scheduled weekly landscape maintenance services throughout the Montecito CDD common areas. Services included mowing, edging, string trimming, blowing, weed control, detail trimming, and routine irrigation inspections. Community-wide turf weed control treatments were completed on August 25. ProGreen also continued monitoring irrigation performance and landscape conditions throughout the community.

Weekly Maintenance Summary

Week of August 3 - August 7

Completed Maintenance:

- Completed scheduled mowing throughout all CDD-maintained common areas.
- Performed edging and string trimming along sidewalks, curbs, and roadway corridors.
- Removed grass clippings and debris from paved surfaces.
- Applied spot weed control treatments throughout landscape beds and hardscape areas as needed.
- Detail trimmed ornamental shrubs and common area landscaping.
- Performed routine irrigation inspections and monitored system performance.

Week of August 10 - August 14

Completed Maintenance:

- Completed weekly mowing cycle throughout all CDD common areas.
- Continued edging, trimming, and blowing services.
- Performed detail trimming at community entrances and roadway corridors.
- Maintained walking trail edges and common area landscaping.
- Continued irrigation system inspections and minor operational adjustments.

Week of August 17 - August 21

Completed Maintenance:

- Completed scheduled mowing throughout all CDD common areas.
- Continued routine edging, trimming, and blowing services.
- Detail trimmed landscape beds and roadway corridors.
- Performed routine irrigation inspections and evaluated system performance.
- Prepared turf areas for the scheduled community-wide turf weed control treatment.

Week of August 24 - August 28

Completed Maintenance:

- Completed scheduled weekly landscape maintenance throughout CDD-maintained areas.
- Completed community-wide turf weed control treatments on August 25.
- Continued edging, string trimming, blowing, and detail work throughout common areas.
- Performed irrigation inspections and reviewed turf conditions following treatment.
- Continued monthly quality-control review of maintained CDD common areas.

Turf Weed Control

Community-wide turf weed control treatments were completed on August 25. ProGreen will continue to monitor treated turf areas during routine weekly service visits and evaluate response and any areas requiring follow-up treatment.

Irrigation, Lake Level & Water-Use Monitoring

Beginning with the weekly landscape walks, ProGreen will document lake levels and review well usage and grass/turf conditions. These observations will be used to help coordinate irrigation management and landscape needs with Insight and the CDD Board. The intent is to provide a more consistent field record of water availability, irrigation demand, and turf response so adjustments can be discussed and coordinated as conditions change.

CDD Areas Maintained

Routine landscape maintenance was performed throughout the following CDD-maintained areas:

- Community entrances
- Roadway corridors
- Landscape medians
- Perimeter walls
- Walking trails
- Irrigation pump station
- Common area landscape beds
- Open space turf areas
- Stormwater pond common areas
- Irrigation infrastructure throughout CDD-maintained property

All Montecito CDD common areas were serviced according to the scheduled maintenance program.

Overall Community Condition

The Montecito CDD landscape remained under routine maintenance throughout August. Scheduled mowing, edging, weed management, detail trimming, and irrigation inspections continued across CDD-maintained areas. The August 25 community-wide turf weed control treatment provides an additional step toward improving turf appearance and reducing weed pressure. Going forward, weekly documentation of lake levels, well usage, and grass conditions will provide additional information for coordination among ProGreen, Insight, and the CDD Board regarding irrigation performance and landscape conditions.

Prepared for: Montecito Community Development District

Reporting Period: August 2026

ESTIMATE

PROGREEN SERVICES

5301 10th Ave N

Greenacres, FL 33463-2054

PGAR@progreenservices.net

+1 (888) 377-4144

www.progreenservices.net



ProGreen Services, LLC

Landscape • Irrigation • Maintenance

Bill to

Montecito Community Development District

Montecito CDD

c/o Accounting

3501 Quadrangle Blvd, Suite 270

Orlando, FL 32817

Ship to

Montecito Community Development District

208 Montecito Drive

Satellite Beach, FL 32937

Estimate details

Estimate no.: 11804

Estimate date: 08/10/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Irrigation Repair	Scope of Work – East Controller Wire Repair ProGreen Services will provide all labor, materials, and equipment necessary to diagnose and repair the irrigation communication/wiring issue associated with the East Controller. The repair area is located behind 103 through 113 Redondo and involves irrigation Zones 17, 21, and 22.	1	\$0.00	\$0.00
2.	Irrigation Repair	Work includes: Furnish and install approximately 215 linear feet of Hunter 14/2 blue decoder wire. Furnish and install approximately 22 sections of 1¼" electrical PVC conduit to protect the new irrigation communication wire. Complete minor fittings and connections required for installation. Furnish and install one ICD-100 decoder for Zone 22. Furnish and install eight 3M grease-filled waterproof wire connectors. Provide labor for trenching, installation, wiring, connections, and system repairs. Program/connect the decoder and affected zones to the East Controller as required. Test Zones 17, 21, and 22 following completion to confirm proper controller communication and operation. Backfill disturbed areas and perform general cleanup upon completion.	1	\$0.00	\$0.00



ESTIMATE

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Greenacres, FL 33463-2054

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ProGreen Services, LLC
Landscape • Irrigation • Maintenance

Bill to
Montecito Community Development District
Montecito CDD
c/o Accounting
3501 Quadrangle Blvd, Suite 270
Orlando, FL 32817

Ship to
Montecito Community Development District
208 Montecito Drive
Satellite Beach, FL 32937

Estimate details

Estimate no.: 11515
Estimate date: 07/07/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Landscape Enhancement	Project: Pond Bank Enhancement – Pink Muhly Grass Installation Scope of Work ProGreen Services will furnish and install 200 Pink Muhly Grass (Muhlenbergia capillaris) along the pond bank located behind the clubhouse to enhance the appearance of the shoreline, improve landscape aesthetics, and provide seasonal color.	200	\$25.00	\$5,000.00
Total					\$5,000.00

Accepted date

Accepted by



ESTIMATE

PROGREEN SERVICES

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Greenacres, FL 33463-2054

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+1 (888) 377-4144
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Ship to

Montecito Community Development District
208 Montecito Drive
Satellite Beach, FL 32937

Estimate details

Estimate no.: 11475
Estimate date: 06/26/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Landscape Enhancement	Project Location: Front of Clubhouse – Center Island Scope of Work ProGreen Services will furnish all labor, equipment, and materials necessary to complete the following landscape improvements: • Remove and dispose of the existing Viburnum shrubs in the center island. • Furnish and install fourteen (14) 7-gallon Viburnum shrubs. • Lay out plants to provide uniform spacing and an aesthetically pleasing appearance. • Excavate planting holes, install shrubs, backfill with existing soil, and water thoroughly at the time of installation. • Clean the work area and remove all installation debris from the site. Total \$1300.00	1	\$1,300.00	\$1,300.00
Total					\$1,300.00

Accepted date

Accepted by





ProGreen Services, LLC
Landscape • Irrigation • Maintenance

PROGREEN SERVICES

5301 10th Ave N

Greenacres, FL 33463-2054

+18883774144

PGAR@progreenservices.net

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Estimate 11327

ADDRESS

Montecito Community
Development District
Montecito CDD
c/o Accounting
3501 Quadrangle Blvd, Suite
270
Orlando, FL 32817

DATE	TOTAL
06/03/2026	\$3,700.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Right-Hand Side of Clubhouse – CDD Common Areas Scope of Work ProGreen Services will furnish all labor, equipment, supervision, hauling, disposal, and cleanup necessary to complete the following landscape maintenance services: • Trim and shape all hedges within the designated work area to maintain a neat, uniform appearance. • Trim and reduce Viburnum hedges as necessary to restore proper size, shape, and visibility while maintaining plant health. • Remove volunteer Pepper Trees and associated growth within the designated landscape areas. • Haul away and properly dispose of all vegetative debris generated from the work. • Perform a final cleanup of all landscape beds, turf areas, sidewalks, curbing, and adjacent hard surfaces affected by the work.	1	0.00	0.00
	Description Amount Hedge Trimming, Viburnum Trimming, Pepper Tree Removal, Debris Hauling & Disposal, and Final Site Cleanup \$3,700.00 Total Proposal Amount: \$3,700.00	1	3,700.00	3,700.00

We appreciate your feedback. Please leave a review.

<https://g.page/r/CdXPxv9W4GXoEAI/review>

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Notes • Proposal includes all labor, equipment, supervision, debris hauling, and disposal. • Work will be completed during normal business hours unless otherwise coordinated. • Any additional work requested beyond the scope outlined above will be quoted separately.	1	0.00	0.00

TOTAL	\$3,700.00
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THANK YOU.

Accepted By

Accepted Date



ESTIMATE

PROGREEN SERVICES

5301 10th Ave N

Greenacres, FL 33463-2054

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ProGreen Services, LLC

Landscape • Irrigation • Maintenance

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Montecito CDD

c/o Accounting

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Orlando, FL 32817

Ship to

Montecito Community Development District

208 Montecito Drive

Satellite Beach, FL 32937

Estimate details

Estimate no.: 11929

Estimate date: 08/26/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Landscape Enhancement	Landscape Enhancement – Red Crimson Rock Installation Scope of Work ProGreen Services will furnish and install red/crimson decorative landscape rock in the designated areas of the property. Work will include preparation of the existing landscape areas as necessary, delivery and installation of the decorative rock, and final cleanup.	1	\$0.00	\$0.00
2.	Landscape Enhancement	Areas included: Area 1 – Clubhouse Front Right Corner Install red/crimson decorative rock beneath and around the existing Ligustrum at the front right corner of the clubhouse. Area 2 – Clubhouse Viburnum Hedge Install red/crimson decorative rock within the landscape bed containing the existing Viburnum hedge located in front of the clubhouse. Area 3 – Park at South Patrick Entrance Install red/crimson decorative rock in the designated landscape area at the park located across from the South Patrick entrance.	1	\$0.00	\$0.00
3.	Landscape Enhancement	Work Includes Prepare designated landscape beds for rock installation. Remove minor loose debris and vegetation as necessary to provide a suitable installation surface.	1	\$0.00	\$0.00

Furnish, deliver, and install red/crimson decorative landscape rock.
Spread and grade rock to provide consistent coverage and a finished appearance.
Work carefully around existing shrubs, trees, irrigation components, and other landscape features.
Remove installation debris and leave work areas clean upon completion.

4.	Landscape Enhancement	Area 1 – Furnish & Install Red Crimson Rock – Ligustrum at Clubhouse Front Right Corner 1 Included Area 2 – Furnish & Install Red Crimson Rock – Viburnum Hedge at Front of Clubhouse 1 Included Area 3 – Furnish & Install Red Crimson Rock – Park Across from South Patrick Entrance 1 Included Bed Preparation, Delivery, Installation & Cleanup 1 Included Not-to-Exceed Project Total \$15,000.00 Estimate Total: NTE \$15,000.00	1	\$15,000.00	\$15,000.00
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5.	Note: All identified areas will be scheduled for installation; however, the approved not-to-exceed budget of \$15,000 may not be sufficient to complete all areas in their entirety. Work will be performed within the approved budget, and the client will only be invoiced for the actual work and materials completed. Any remaining areas requiring additional funding will be reviewed with the client prior to proceeding.
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Total	\$15,000.00
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Accepted date	Accepted by
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Montecito Community Development District

District Counsel



Montecito Community Development District

District Engineer



Montecito Community Development District

Capital Project Updates



Capital Improvement Projects 2025-2026

	Actuals	Budget
Clubhouse		
Exterior Coach Lights	-	3,854.00
Exterior Paint	-	22,836.00
Security Camera System	1,134.00	-
Roofing Tile	28,795.00	-
Interior Furniture	14,862.40	18,500.00
AED Machine	2,682.00	-
Restain Door	1,200.00	-
Cardio Equipment	-	5,672.00
Totals	\$ 48,673.40	\$ 50,862.00
Grounds		
Monument Refurbishments	9,000.00	9,000.00
Stormwater Drainage	-	6,500.00
Totals	\$ 9,000.00	\$ 15,500.00
Ponds		
Pond Fountains	6,197.00	12,394.00
Sidewalks		
Sidewalk Repairs	-	14,368.00
Streets		
Streetlight & Sign Pole Painting	11,450.00	16,597.00
Total Capital Improvement Plans	\$ 75,320.40	\$ 109,721.00



Montecito Community Development District

Review and Consideration of Engineers Report Proposal

From: [Tom DeGrace](#)
To: [Gazmin Kerr](#)
Cc: [Stef Matthes](#)
Subject: 23-127 Montecito CDD - Annual Engineer's Report Proposal DRAFT Budget
Attachments: [image001.png](#)
[2026 Rate Schedule.pdf](#)

Gazman,

In response to the Board's request at the recent CDD meeting, we have prepared the following budget for the Engineer's Annual Report:

Scope:

Task 10.01 – Existing Conditions Assessment

C&T to perform a limited field assessment of the Montecito CDD Property and will include the following:

1. General Infrastructure; Roads, Street Lighting, and Underground Power Service
2. Master Storm Water Lake System; Storm Drainage, Collection Conveyance System, and Storage Facilities
3. Water Distribution and Sanitary Sewer Collection Systems
4. Landscaping, Entry Features, and Security
5. Parks and Recreation Facilities

Task 10.02 – Engineer's Report

C&T to prepare a report to include the following Sections, Tables, and Exhibits:

Sections

1. Introduction
2. District Boundary and Properties Served
3. Condition of Project Infrastructure
4. Opinion of Probable Construction Costs for maintenance and repairs
5. Engineer's Certifications

Tables

1. Land Use Summary
2. Phasing Summary
3. Opinion of Probable Costs for the Project Infrastructure

Exhibits

1. Location Map
2. Montecito Master Site Plan
3. Master Stormwater Plan
4. Master Utility Plan

Appendix

1. Legal Description

Schedule:

Task 10.01 – Existing Conditions Assessment: within 2 weeks of Notice to Proceed (NTP)

Task 10.02 – Engineer’s Report: within 6 weeks of NTP

Budget:

Task 10.01 - Existing Conditions Assessment;
Senior Professional Engineer – 2 hours@ \$250/hour
Project Engineer – 10 hours @ \$130/hour
Sub-total - \$1,800

Task 10.02 – Engineer’s Report;
Project Engineer – 8 hours @ \$250/hour
Professional Engineer – 28 hours@ \$130/hour
Sub-total - \$5,640

Total - \$7,440

Deliverables:

Annual Engineer’s Report

Assumptions:

Infrastructure Assessments are limited to conditions observed from the surface and do not include subsurface investigations.

Thanks.

Tom



Thomas DeGrace, PE
Senior VP of Engineering
[Culpepper and Terpening, Inc.](#)
2980 South 25th Street
Fort Pierce, FL 34981

**Professional Services Agreement Exhibit "A" to Work Authorizations
GENERAL CONDITIONS
Project Number P26-057**

**Appendix A
Culpepper & Terpening, Inc.
Hourly & Reimbursable Rate Schedule**

Title	Hourly Rate (\$)
Engineering and Planning Services	
Principal Engineer, PE	320.00
Sr. Project Manager, PE	270.00
Sr. Project Engineer, PE	250.00
Project Engineer, PE	200.00
Project Engineer, EI, II	150.00
Project Engineer, EI, I	130.00
Sr. Project Manager	240.00
Project Manager	205.00
Sr. Engineering Designer	165.00
Sr. Engineering Technician	140.00
Engineering/GIS Technician	125.00
Principal Planner	230.00
Construction Engineering Inspection (CEI) Services	
Sr. Project Manager, PE	270.00
Project Administrator	200.00
Sr. Construction Inspector	150.00
Construction Inspector	125.00
Survey Services	
Sr. Project Surveyor, PSM	215.00
Survey Project Manager	205.00
Drone Survey Crew	190.00
GPS Survey Crew	185.00
Survey Crew	180.00
Sr. Surveying Technician	125.00
Surveying Technician	115.00
SUE Designating Crew	210.00
Administrative Services	
Project Coordinator	130.00
Administrative Services	90.00
Outside Services and Application Fees	Cost +20%

Rates are valid until December 31, 2026



Montecito Community Development District

Review and Consideration NM Maintenance Paver Replacement



Estimate

Oasis Landscapes
3216262802
jessica@oasislandscapesfl.com
www.oasislandscapesfl.com

ESTIMATE NO.	1963	ISSUE DATE	8/26/2026	VALID UNTIL	9/9/2026
FROM Oasis Landscapes of Florida 292 Clearlake Rd Cocoa FL 32922 United States		FOR Montecito CDD 208 Montecito Drive Satellite Beach United States			
DESCRIPTION	QUANTITY	UNIT PRICE (\$)	DISCOUNT %	AMOUNT (\$)	
Pavers (Parking Lot)	1	9,850.00	0.00	9,850.00	
Scope of Work					
Remove the existing pavers from the five parking spaces and completely renovate the designated parking area with new pavers.					
Removal & Preparation					
* Remove and dispose of the existing pavers throughout the five parking spaces.					
* Excavate and prep the area as necessary for the new paver installation.					
* Install and compact the proper base material to create a stable surface.					
* Grade the area appropriately to maintain proper drainage.					
New Paver Installation					
* Install approximately 763 square feet of new Holland-style pavers.					
* All necessary paver materials and labor are included.					
* Install edge restraints where required.					
* Compact pavers and install joint sand for a complete finished surface.					
Parking Space Striping					
* Once the new paver installation is complete, the five parking spaces will be repainted/re-striped to clearly identify each parking space.					
Final Cleanup					
* Remove construction debris and leave the completed work area clean upon completion. Description					
Total (USD):				\$9,850.00	



Montecito Community Development District

Review and Consideration of Gym Maintenance Quotes

NM MAINTENANCE SERVICES, LLC
892 SW Jordin Ave
Port Saint Lucie, FL 34953
billing@nmmaintenanceservice.com
https://nmmaintenanceservice.com



ADDRESS

Kisha Wagner
Coastal Bay Asset Management

Estimate 2540

DATE 07/21/2026

EXPIRATION DATE 07/31/2026

	QTY	RATE	AMOUNT
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Services

	4	450.00	1,800.00
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Preventive Fitness Equipment Maintenance

- Perform a comprehensive cleaning of all fitness equipment.
- Sanitize all equipment surfaces using a commercial-grade disinfectant.
- Clean guide rails, tracks, and other accessible moving components.
- Lubricate treadmills and other applicable equipment in accordance with manufacturer specifications.
- Inspect and tighten accessible bolts, screws, and fasteners as needed.
- Perform a visual inspection of cables, pulleys, belts, upholstery, and other wear components.
- Conduct a basic operational test of each piece of equipment to verify proper function.
- Provide a written report outlining any observed deficiencies and recommended repairs (as needed)

Exclusions:

- This service includes preventive maintenance only.
- Replacement parts, repairs, adjustments beyond routine preventive maintenance, and corrective labor are not included in this quote.
- Any repairs or replacement parts identified during the inspection will be quoted separately and performed only upon customer approval.

Notes:

- This quote is based on the equipment inventory observed at the time of inspection. Any additional equipment or services requested outside the scope of this proposal may be subject to additional charges.
- Customer is responsible for ensuring the equipment is accessible on the scheduled service date.

Disclaimer:

- NM Maintenance Services will exercise reasonable care while performing the preventive maintenance services described in this proposal.
- NM Maintenance Services is not responsible for pre-existing damage, latent defects, structural failures, or

equipment conditions that were not caused by the services performed.

- Any damage, excessive wear, or unsafe conditions observed during service will be documented and reported to Montecito for review.
- Normal wear and tear or equipment failure occurring due to age, prior use, manufacturer defects, or lack of previous maintenance shall not be considered the responsibility of NM Maintenance Services.

Acceptance of this proposal acknowledges that preventive maintenance is intended to help maintain equipment performance and does not guarantee against future equipment failure.

Rate is per Quarter (Per Scheduled Visit).
Payment is due upon completion of each PM.

TOTAL	\$1,800.00
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Accepted By

Accepted Date



Montecito Community Development District

Review and Consideration of NM Maintenance Pressure Washing Proposal



Montecito Community Pressure Washing Pricing by Zone

Measurement Methodology

The quantities presented in this report are based on field measurements collected by walking the community using a distance measuring cart. Sidewalk lengths were measured on-site and converted to approximate square footage using the community's approximate sidewalk width of 6 feet.

Important Note: All square footage values are approximate and intended for estimating purposes only. Minor variations may occur due to curves, intersections, driveway aprons, radius transitions, and other field conditions. Based on the field measurements collected, the final cleaned area may be greater than the quantities presented in this report and is not expected to be less.

Zone 1 - Townhome Sidewalks

Street	No. Sidewalks	Length Per Side	Approx. Total Sq. Ft
Redondo Dr	2	967' 11"	11,615
Ventura Dr	2	1092' 9"	13,113
Clemente Drive	2	805' 11"	9,671
Simeon Drive	2	714' 8"	8,576
Montecito Drive (Right from Entrance)	1	1474' 4"	8,846
Montecito Drive (Opposite Side)	1	1327' 6"	7,965
Carlsbad Drive (Non-Residential Side)	1	1272' 9"	7,636

Street	No. Sidewalks	Length Per Side	Approx. Total Sq. Ft
Carlsbad Drive (Residential Side - Section 1)	1	714' 8"	4,288
Carlsbad Drive (Residential Side - Section 2)	1	473' 9"	2,842
ZONE TOTAL			74,552

Zone 2 - Parking Areas

Parking Type	Quantity	Approx. Sq. Ft.
Standard (19' x 10')	59	11,210
Parallel (24' x 7')	48	8,064
ZONE TOTAL		19,274

Zone 3 - Single Family Homes Sidewalk

Street	No. Sidewalks	Length Per Side	Approx. Total Sq. Ft
Monterey Drive	1	560' 10"	3,365
Monterey Drive	1	585' 1"	3,510
PT Lobos Drive	1	756' 3"	4,538
PT Lobos Drive	1	767' 11"	4,608
Palos Verde Drive	2	440' 0"	5,280
Mission Bay Drive	2	309' 6"	3,714
Pond Walk Path	1	181' 7"	1,090
Montecito Drive (Left from Entrance)	1	1107' 11"	6,648
Montecito Drive (Opposite Side)	1	1327' 6"	7,965
ZONE TOTAL			40,716

Pricing by Zone

Zone	Approx Sq Ft.	Price
Zone 1- Townhome Sidewalks	74,553	\$8,900
Zone 2- Parking Areas	19,274	\$2,500
Zone 3- Single Family Sidewalks	40,716	\$5,450
Total	134,544	\$16,850.00

Project Notes

- A **50% deposit** is due upon approval of the proposal and prior to scheduling the project.
- The remaining **50% balance** is due upon completion of the work and upon receipt of the final invoice.
- Due to the size of the community, this project is expected to require multiple working days to complete. The final schedule will be coordinated with the property management team to minimize disruption to residents.
- This proposal includes only the areas identified during the initial site evaluation. Any additional areas not included in this takeoff (such as the pool area, clubhouse, sidewalks not measured, or other common areas) will be evaluated and quoted separately if requested or identified before or during the project.



Montecito Community Development District

Review and Consideration of NM Maintenance Pool Furniture Restoration

ESTIMATE

NM MAINTENANCE SERVICES, LLC
892 SW Jordin Ave
Port Saint Lucie, FL 34953

billing@nmmaintenanceservice.com
+1 (904) 420-0834
https://nmmaintenanceservice.com



Coastal Bay Asset Management

Bill to
Kisha Wagner
Montecito CDD
208 Montecito Drive
Satellite Beach FL 32937

Estimate no.: 2525
Estimate date: 06/30/2026
Expiration date: 07/30/2026

#	Product or service	Description	Qty	Rate	Amount
1.	Services	-Document the existing condition of all pool furniture prior to removal. -Remove and transport the following furniture from the Montecito pool area to the restoration facility: * 23 lounge chairs * 24 dining chairs * 8 dining tables * 10 side tables * 2 benches * 2 long benches -Inspect each piece for structural integrity and identify any components requiring repair or replacement. -Tighten, repair, or replace loose hardware and components as needed to restore structural stability. Prepare all furniture for refinishing, including: -Sandblasting to remove existing finishes and corrosion. -Surface preparation and sanding to ensure proper coating adhesion. -Powder coating of all metal frames. -Rewrapping/restrapping of furniture where applicable. -Perform a quality control inspection to verify the finish quality, structural integrity, and overall serviceability of each piece. -Transport all restored furniture back to the Montecito property.	1	\$15,900.00	\$15,900.00

-Reinstall and arrange all furniture in its original or designated locations.
-Perform a final walkthrough to verify proper placement, stability, and functionality of all restored furniture.

Ways to pay



Note to customer

Payment Terms: A 50% deposit is due upon approval of this proposal. The remaining 50% is due upon completion of the project and submission of the final invoice.

Total \$15,900.00

Deposit due \$7,950.00

Expiry date 07/30/2026

Accepted date

Accepted by



Montecito Community Development District

Discussion of Appeal Letter



Montecito Community Development District

**Ratification of Payment Authorization
Nos. 75-79**

**MONTECITO
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #75

7/15/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
199478	Billing Cochran, P.A. (MONTE)	06/30/2026	Montecito CDD	4,435.00
1005	Coastal Bay Asset Management (MONTE)	07/10/2026	Montecito CDD	800.00
1092337	Florida Door Control Of Orlando, Inc. (MONTE)	07/08/2026	Montecito CDD	479.68
198799	Hoover Pumping Systems Corporation (MONTE)	07/13/2026	Montecito CDD	518.96
OE-EXP-07-2026-24	PFM Management Services LLC (MONTE)	07/10/2026	Montecito CDD	58.64
8735	VGlobalTech (MONTE)	07/01/2026	Montecito CDD	185.00
8619	VGlobalTech (MONTE)	06/30/2026	Montecito CDD	300.00

Total: 6,777.28

MONTECITO COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #76

7/22/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
1036516815	Air Gagers A/C And Heating Inc (MONTE)	07/09/2026	Montecito CDD	485.00
17689	Commercial Health & Exercise Inc (MONTE)	07/15/2026	Montecito CDD	331.50
104324	Culpepper & Terpening, Inc. (MONTE)	07/20/2026	Montecito CDD	1,858.75
0813A	NM Maintenance Services, LLC (MONTE)	07/15/2026	Montecito CDD	370.00
0814A	NM Maintenance Services, LLC (MONTE)	07/20/2026	Montecito CDD	375.00
DM-07-2026-52	PFM Management Services LLC (MONTE)	07/06/2026	Montecito CDD	4,166.67
653196	Sonitrol of Tallahassee (MONTE)	07/16/2026	Montecito CDD	79.00
Total:				7,665.92

MONTECITO COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #77

7/29/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
258935	Brevard Pools, Inc. (MONTE)	07/17/2026	Montecito CDD	950.00
1006	Coastal Bay Asset Management (MONTE)	07/24/2026	Montecito CDD	800.00
1007	Coastal Bay Asset Management (MONTE)	07/27/2026	Montecito CDD	11,666.66
31508	ProGreen Services, LLC (MONTE)	07/27/2026	Montecito CDD	353.62
31511	ProGreen Services, LLC (MONTE)	07/27/2026	Montecito CDD	418.25
31512	ProGreen Services, LLC (MONTE)	07/27/2026	Montecito CDD	479.00
31513	ProGreen Services, LLC (MONTE)	07/27/2026	Montecito CDD	603.75
31514	ProGreen Services, LLC (MONTE)	07/27/2026	Montecito CDD	1,201.63
Total:				16,472.91

MONTECITO COMMUNITY DEVELOPMENT DISTRICT

Payment Authorization #78

8/12/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
199937	Billing Cochran, P.A. (MONTE)	07/31/2026	Montecito CDD	2,365.00
259742	Brevard Pools, Inc. (MONTE)	08/01/2026	Montecito CDD	1,444.00
1008	Coastal Bay Asset Management (MONTE)	08/07/2026	Montecito CDD	800.00
2026.08.05	Debra Reitz (MONTE)	08/05/2026	Montecito CDD	200.00
09-17355	GAULT ELECTRIC LLC (MONTE)	08/06/2026	Montecito CDD	530.00
3934	Insight Irrigation Monitoring (MONTE)	08/01/2026	Montecito CDD	600.00
0830A	NM Maintenance Services, LLC (MONTE)	07/28/2026	Montecito CDD	450.00
31642	ProGreen Services, LLC (MONTE)	08/01/2026	Montecito CDD	6,500.00
2026.08.05	Rich Wellman (MONTE)	08/05/2026	Montecito CDD	200.00
PSI288679	Solitude Lake Management (MONTE)	08/01/2026	Montecito CDD	1,319.55
8819	VGlobalTech (MONTE)	08/01/2026	Montecito CDD	185.00
Total:				14,593.55

**MONTECITO
COMMUNITY DEVELOPMENT DISTRICT**

Payment Authorization #79
8/19/2026

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
257993	Brevard Pools, Inc. (MONTE)	07/01/2026	Montecito CDD	1,444.00
14849466	City of Melbourne Utilities (MONTE)	06/04/2026	Montecito CDD	270.97
14969634	City of Melbourne Utilities (MONTE)	08/06/2026	Montecito CDD	568.25
DM-08-2026-49	PFM Management Services LLC (MONTE)	08/06/2026	Montecito CDD	4,166.67
OE-EXP-08-2026-32	PFM Management Services LLC (MONTE)	08/07/2026	Montecito CDD	0.78
Total:				6,450.67



Montecito Community Development District

Review of District Financial Statements



Montecito CDD

July 2026 Financial Package

July 31, 2026

PFM Management Services LLC

3501 Quadrangle Blvd

Suite 270

Orlando, FL 32817

(407) 723-5900



Montecito CDD
Statement of Financial Position
As of 7/31/2026

	General Fund	Debt Service S2022	Long Term Debt Group	Total
<u>Assets</u>				
<u>Current Assets</u>				
General Checking Account	\$546,357.59			\$546,357.59
Capital Reserve	410,434.30			410,434.30
Accounts Receivable	2,972.54			2,972.54
Due From Other Funds	8,112.97			8,112.97
Prepaid Expenses	1,750.00			1,750.00
Series 2022 DSR Fund		\$32,366.46		32,366.46
Series 2022 Revenue Bond		114,108.00		114,108.00
Series 2022 Interest		511.80		511.80
Total Current Assets	<u>\$969,627.40</u>	<u>\$146,986.26</u>	<u>\$0.00</u>	<u>\$1,116,613.66</u>
<u>Investments</u>				
Amount Available in Debt Service Funds			\$146,986.26	\$146,986.26
Amount To Be Provided			2,753,013.74	2,753,013.74
Total Investments	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,900,000.00</u>	<u>\$2,900,000.00</u>
Total Assets	<u><u>\$969,627.40</u></u>	<u><u>\$146,986.26</u></u>	<u><u>\$2,900,000.00</u></u>	<u><u>\$4,016,613.66</u></u>
<u>Liabilities and Net Assets</u>				
<u>Current Liabilities</u>				
Accrued Expenses Payable	\$4,152.71			\$4,152.71
Due To Other Funds		\$8,112.97		8,112.97
Total Current Liabilities	<u>\$4,152.71</u>	<u>\$8,112.97</u>	<u>\$0.00</u>	<u>\$12,265.68</u>
<u>Long Term Liabilities</u>				
Revenue Bonds Payable - Long-Term			\$2,900,000.00	\$2,900,000.00
Total Long Term Liabilities	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$2,900,000.00</u>	<u>\$2,900,000.00</u>
Total Liabilities	<u><u>\$4,152.71</u></u>	<u><u>\$8,112.97</u></u>	<u><u>\$2,900,000.00</u></u>	<u><u>\$2,912,265.68</u></u>
<u>Net Assets</u>				
Net Assets, Unrestricted	\$536,571.32			\$536,571.32
Current Year Net Assets, Unrestricted	(64,411.57)			(64,411.57)
Net Assets - General Government	32,346.97			32,346.97
Current Year Net Assets - General Government	460,967.97			460,967.97
Net Assets, Unrestricted		(\$174,214.70)		(174,214.70)
Current Year Net Assets, Unrestricted		313,087.99		313,087.99
Total Net Assets	<u><u>\$965,474.69</u></u>	<u><u>\$138,873.29</u></u>	<u><u>\$0.00</u></u>	<u><u>\$1,104,347.98</u></u>
Total Liabilities and Net Assets	<u><u>\$969,627.40</u></u>	<u><u>\$146,986.26</u></u>	<u><u>\$2,900,000.00</u></u>	<u><u>\$4,016,613.66</u></u>



Montecito CDD
Statement of Activities
As of 7/31/2026

	General Fund	Debt Service S2022	Long Term Debt Group	Total
<u>Revenues</u>				
On-Roll Assessments	\$1,094,945.03			\$1,094,945.03
Other Revenue	2,755.00			2,755.00
On-Roll Assessments		\$626,621.01		626,621.01
Total Revenues	\$1,097,700.03	\$626,621.01	\$0.00	\$1,724,321.04
<u>Expenses</u>				
Supervisor Fees	\$3,600.00			\$3,600.00
Insurance	48,824.00			48,824.00
Trustee Services	3,000.00			3,000.00
Management	41,666.70			41,666.70
Field Management	102,041.17			102,041.17
Engineering	25,395.07			25,395.07
Property Appraiser	60,539.30			60,539.30
District Counsel	43,840.00			43,840.00
Assessment Administration	7,252.60			7,252.60
Discount Fees	37,436.21			37,436.21
Audit	4,500.00			4,500.00
Tax Preparation	69.71			69.71
Janitorial Supplies	1,417.92			1,417.92
Janitorial Service	7,517.35			7,517.35
Postage & Shipping	124.18			124.18
Legal Advertising	1,278.73			1,278.73
Contingency	2,595.93			2,595.93
Office Supplies	275.60			275.60
Web Site Maintenance	2,750.00			2,750.00
Dues, Licenses, and Fees	175.00			175.00
Capital Expenditures	75,320.30			75,320.30
Security	318.00			318.00
Fire Detection Services	6,594.45			6,594.45
Electric	37,573.73			37,573.73
Irrigation	19,299.30			19,299.30
Irrigation Monitoring	6,450.00			6,450.00
Water-Sewer	1,679.64			1,679.64
Aquatic Repairs & Maint.	13,384.04			13,384.04
Amenity - Pool Maintenance	14,246.88			14,246.88
Capital Reserve Study	2,500.00			2,500.00
Internet Services	3,942.44			3,942.44
Gate Kiosk - Internet Svcs	2,249.96			2,249.96
Other Insurance	850.00			850.00
General Repair & Maintenance	8,743.95			8,743.95
Common Area Maintenance	5,071.89			5,071.89
Landscaping Maintenance & Material	65,000.00			65,000.00
Additional Landscaping R&M	11,990.00			11,990.00
Tree Trimming	18,000.00			18,000.00
Flower & Plant Replacement	14,301.00			14,301.00
HVAC	599.08			599.08
Pest Control	931.08			931.08
Entrance Vehicular Gate	4,360.21			4,360.21
Oak Tree Maintenance	10,000.00			10,000.00
Hoover Pumps Repair & Maintenance	7,626.19			7,626.19
Streetlights	3,678.40			3,678.40
Fitness Facility	1,652.45			1,652.45
Playground Repairs & Maintenance	133.64			133.64
Principal Payment - S2022		\$220,000.00		220,000.00
Interest Payments - S2022		97,968.00		97,968.00
Total Expenses	\$730,796.10	\$317,968.00	\$0.00	\$1,048,764.10
<u>Other Revenues (Expenses) & Gains (Losses)</u>				
Interest Income	\$20,118.53			\$20,118.53
Allocate Resv Acct Interest	9,533.94			9,533.94
Interest Income		\$4,434.98		4,434.98
Total Other Revenues (Expenses) & Gains (Losses)	\$29,652.47	\$4,434.98	\$0.00	\$34,087.45
Change In Net Assets	\$396,556.40	\$313,087.99	\$0.00	\$709,644.39
Net Assets At Beginning Of Year	\$568,918.29	(\$174,214.70)	\$0.00	\$394,703.59
Net Assets At End Of Year	\$965,474.69	\$138,873.29	\$0.00	\$1,104,347.98



Montecito CDD
Budget to Actual
For The Month Ending 7/31/2026

	Year To Date				
	Actual	Budget	Variance	FY 2026 Adopted Budget	Percentage
<u>Revenues</u>					
O&M Assessments	\$ 1,094,945.03	\$ 880,059.24	\$ 214,885.79	\$ 1,056,071.09	103.68%
Debt Assessments (S2022)	625,356.91	278,202.39	347,154.52	333,842.87	187.32%
Interest Income	20,118.53	19,901.90	216.63	23,882.28	84.24%
Townhome Mailbox Maintenance	-	1,200.00	(1,200.00)	1,440.00	0.00%
Stormwater Control - Cost Share	2,755.00	3,446.67	(691.67)	4,136.00	0.00%
Net Revenues	\$ 1,743,175.47	\$ 1,182,810.20	\$ 560,365.27	\$ 1,419,372.24	122.81%
<u>General & Administrative Expenses</u>					
Supervisor Fees	\$ 3,600.00	\$ 5,000.00	\$ (1,400.00)	\$ 6,000.00	60.00%
District Engineer	25,395.07	37,500.00	(12,104.93)	45,000.00	56.43%
Legal Fees	43,840.00	33,333.33	10,506.67	40,000.00	109.60%
District Management	41,666.70	41,666.67	0.03	50,000.00	83.33%
Assessment Roll	7,252.60	5,833.33	1,419.27	7,000.00	103.61%
Website Maintenance	2,750.00	2,850.00	(100.00)	3,420.00	80.41%
Auditing Services	4,500.00	3,813.33	686.67	4,576.00	98.34%
Tax Preparation Fees	69.71	50.00	19.71	60.00	116.18%
Arbitrage Rebate Calculation	-	416.67	(416.67)	500.00	0.00%
Trustee Fees	3,000.00	2,708.33	291.67	3,250.00	92.31%
Insurance	49,674.00	43,076.00	6,598.00	51,691.20	96.10%
Legal Advertising	1,278.73	1,041.67	237.06	1,250.00	102.30%
Dues, Licenses, and Fees	175.00	145.83	29.17	175.00	100.00%
Capital Reserve Study	2,500.00	-	2,500.00	-	-
Contingency/Miscellaneous	2,595.93	2,000.00	595.93	2,400.00	108.16%
Total General & Administrative Expenses	\$ 188,297.74	\$ 179,435.17	\$ 8,862.57	\$ 215,322.20	87.45%
<u>Maintenance Expenses</u>					
Facility Attendant & General Mgmt.	\$ 102,041.17	\$ 136,038.33	\$ (33,997.16)	\$ 163,246.00	62.51%
<u>Amenity Center Operations</u>					
Repairs & Maint. (Non-HVAC)	\$ 8,743.95	\$ 6,458.33	\$ 2,285.62	\$ 7,750.00	112.83%
HVAC Repairs & Maint.	599.08	4,166.67	(3,567.59)	5,000.00	11.98%
Office Supplies	399.78	833.33	(433.55)	1,000.00	39.98%
Janitorial Supplies	1,417.92	1,041.67	376.25	1,250.00	113.43%
Janitorial Services	7,517.35	15,000.00	(7,482.65)	18,000.00	41.76%
Pest Control & Termite Bond	931.08	1,002.50	(71.42)	1,203.00	77.40%
Fitness Equipment Repairs & Maint.	1,652.45	2,500.00	(847.55)	3,000.00	55.08%
Playground Repairs & Maint.	133.64	833.33	(699.69)	1,000.00	13.36%
Pool Service Repairs & Maint.	14,246.88	23,333.33	(9,086.45)	28,000.00	50.88%
Total Amenity Center	\$ 35,642.13	\$ 55,169.17	\$ (19,527.04)	\$ 66,203.00	53.84%
<u>Irrigation</u>					
Irrigation Repairs & Maint.	\$ 19,299.30	\$ 41,666.67	\$ (22,367.37)	\$ 50,000.00	38.60%
Irrigation Monitoring	6,450.00	6,000.00	450.00	7,200.00	89.58%
Hoover Pumps Repairs & Maint.	7,626.19	14,583.33	(6,957.14)	17,500.00	43.58%
Total Irrigation	\$ 33,375.49	\$ 62,250.00	\$ (28,874.51)	\$ 74,700.00	44.68%



Montecito CDD
Budget to Actual
For The Month Ending 7/31/2026

	Year To Date			FY 2026	
	Actual	Budget	Variance	Adopted Budget	Percentage
Stormwater Control					
Aquatic Repairs & Maint.	\$ 13,384.04	\$ 16,666.67	\$ (3,282.63)	\$ 20,000.00	66.92%
Landscaping					
Landscaping Contracted Services	\$ 65,000.00	\$ 68,333.33	\$ (3,333.33)	\$ 82,000.00	79.27%
Additional Landscaping Repairs & Maint.	11,990.00	23,038.33	(11,048.33)	27,646.00	43.37%
Plant Replacement	14,301.00	5,000.00	9,301.00	6,000.00	238.35%
Mulch	-	12,500.00	(12,500.00)	15,000.00	0.00%
Palm Tree Maint.	18,000.00	15,000.00	3,000.00	18,000.00	100.00%
Oak Tree Maint.	10,000.00	8,333.33	1,666.67	10,000.00	100.00%
Total Landscaping	\$ 119,291.00	\$ 132,205.00	\$ (12,914.00)	\$ 158,646.00	75.19%
Common Areas, Right of Ways & Walls					
Streetlight Repairs & Maint.	\$ 3,678.40	\$ 7,500.00	\$ (3,821.60)	\$ 9,000.00	40.87%
Entry Vehicular Gates Repairs & Maint.	4,360.21	12,500.00	(8,139.79)	15,000.00	29.07%
Pedestrian Entry Gates & Walls Maint.	-	4,166.67	(4,166.67)	5,000.00	0.00%
Common Area Repairs & Maint.	5,071.89	10,000.00	(4,928.11)	12,000.00	42.27%
Total Common Areas, Right of Ways & Walls	\$ 13,110.50	\$ 34,166.67	\$ (21,056.17)	\$ 41,000.00	31.98%
Security Monitoring Services					
Fire Detection Services	\$ 6,594.45	\$ 5,941.67	\$ 652.78	\$ 7,130.00	92.49%
Security Monitoring Repairs & Maint.	318.00	2,391.67	(2,073.67)	2,870.00	11.08%
Total Security Monitoring Services	\$ 6,912.45	\$ 8,333.33	\$ (1,420.88)	\$ 10,000.00	69.12%
Utilities					
Electric Services	\$ 37,573.73	\$ 54,166.67	\$ (16,592.94)	\$ 65,000.00	57.81%
Telephone, Internet	3,942.44	3,333.33	609.11	4,000.00	98.56%
Water & Sewer Services	1,679.74	3,333.33	(1,653.59)	4,000.00	41.99%
Gate Kiosk Internet Services	2,249.96	2,375.00	(125.04)	2,850.00	78.95%
Total Utilities	\$ 45,445.87	\$ 63,208.33	\$ (17,762.46)	\$ 75,850.00	59.92%
Extraordinary Services					
Townhome Mailboxes Maint	\$ -	\$ 1,200.00	\$ (1,200.00)	\$ 1,440.00	0.00%
Total Maintenance Expenses	\$ 369,202.65	\$ 509,237.50	\$ (140,034.85)	\$ 611,085.00	60.42%
Total Expenditures	\$ 557,500.39	\$ 688,672.67	\$ (131,172.28)	\$ 826,407.20	67.46%
Other Financing Uses					
Capital Reserve Transfer Out	\$ -	\$ 53,030.17	\$ (53,030.17)	\$ 63,636.20	
Disaster Reserve Transfer Out	-	25,000.00	(25,000.00)	30,000.00	
Roadway Reserve Transfer Out	-	83,333.33	(83,333.33)	100,000.00	
Total Other Financing Uses	\$ -	\$ 161,363.50	\$ (161,363.50)	\$ 193,636.20	
Total Expenditures & Reserves	\$ 557,500.39	\$ 850,036.17	\$ (292,535.78)	\$ 1,020,043.40	
Revenues Less Expenditures	\$ 1,185,675.08	\$ 332,774.03	\$ 852,901.05	\$ 399,328.84	
Bond Payments (S2022)	\$ 317,968.00	\$ 263,278.33	\$ 54,689.67	\$ 315,934.00	
Balance	\$ 867,707.08	\$ 69,495.70	\$ 798,211.38	\$ 83,394.84	
Assessment Fees & Discounts					
County Appraiser & Tax Collector Fee	\$ 60,539.30	\$ 23,165.23	\$ 37,374.07	\$ 27,798.28	
Discounts	37,436.21	46,330.47	(8,894.26)	55,596.56	
Excess / (Shortfall)	\$ 769,731.57	\$ -	\$ 769,731.57	\$ -	



Montecito CDD
Month By Month
For the Month Ending 7/31/2026

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	YTD Actual
Revenues											
O&M Assessments	\$ -	\$ 12,610.57	\$ 962,188.62	\$ 22,916.94	\$ 26,613.57	\$ 4,971.59	\$ 43,070.77	\$ 3,763.75	\$ 20,073.32	\$ -	\$ 1,096,209.13
Interest Income	82.52	52.88	2,715.40	5,682.40	2,070.80	2,158.89	2,133.49	1,923.81	1,680.69	-	18,500.88
Other Revenue	-	665.00	295.00	610.00	-	-	-	565.00	620.00	-	2,755.00
Stormwater Control - Cost Share	-	-	-	-	-	-	-	-	-	-	-
Net Revenues	\$ 82.52	\$ 13,328.45	\$ 965,199.02	\$ 29,209.34	\$ 28,684.37	\$ 7,130.48	\$ 45,204.26	\$ 6,252.56	\$ 22,374.01	\$ -	\$ 1,117,465.01
General & Administrative Expenses											
Supervisor Fees	\$ 400.00	\$ 400.00	\$ 400.00	\$ -	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 400.00	\$ 3,600.00
District Engineer	-	5,721.42	-	1,152.40	-	4,520.00	5,432.50	2,427.50	4,282.50	1,858.75	25,395.07
Legal Fees	-	10,185.00	-	4,097.50	3,955.00	6,517.50	4,510.00	3,705.00	6,435.00	4,435.00	43,840.00
District Management	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	4,166.67	41,666.70
Assessment Roll	-	7,000.00	-	252.60	-	-	-	-	-	-	7,252.60
Website Maintenance	185.00	185.00	185.00	485.00	185.00	485.00	185.00	185.00	185.00	485.00	2,750.00
Auditing Services	-	-	-	-	-	4,500.00	-	-	-	-	4,500.00
Tax Preparation Fees	-	-	-	-	-	69.71	-	-	-	-	69.71
Arbitrage Rebate Calculation	-	-	-	-	-	-	-	-	-	-	-
Trustee Fees	1,750.00	-	-	-	-	-	-	1,250.00	-	-	3,000.00
Insurance	48,824.00	-	-	850.00	-	-	-	-	-	-	49,674.00
Legal Advertising	-	-	-	-	-	416.92	-	251.75	610.06	-	1,278.73
Dues, Licenses, and Fees	175.00	-	-	-	-	-	-	-	-	-	175.00
Capital Reserve Study	-	-	-	-	-	-	-	-	-	2,500.00	2,500.00
Contingency/Miscellaneous	396.70	246.79	238.23	0.74	553.06	231.06	77.82	409.65	492.85	-	2,646.90
Total General & Administrative Expenses	\$ 55,897.37	\$ 27,904.88	\$ 4,989.90	\$ 11,004.91	\$ 9,259.73	\$ 21,306.86	\$ 14,771.99	\$ 12,795.57	\$ 16,572.08	\$ 13,845.42	\$ 188,348.71
Maintenance Expense											
Facility Attendant & General Mgmt.	\$ 10,202.87	\$ 10,202.87	\$ 10,202.87	\$ 10,202.87	\$ 10,202.87	\$ 10,333.97	\$ 10,202.87	\$ 7,287.76	\$ 11,666.66	\$ 11,666.66	\$ 102,172.27
Amenity Center Operations											
Repairs & Maint. (Non-HVAC)	746.55	435.38	717.90	1,573.35	200.34	432.45	812.28	774.70	481.00	2,570.00	
HVAC Repairs & Maint.	-	-	-	-	-	-	-	-	114.08	485.00	599.08
Office Supplies	-	-	-	-	101.60	129.66	-	31.44	27.47	58.64	348.81
Janitorial Supplies	-	-	275.40	-	148.37	344.99	171.80	341.46	135.90	-	8,743.95
Janitorial Services	677.25	677.25	677.25	677.25	677.25	-	-	-	2,400.00	1,600.00	
Pest Control & Termite Bond	82.00	-	82.00	458.64	82.00	-	84.00	-	58.44	84.00	931.08
Fitness Equipment Repairs & Maint.	-	-	-	1,000.00	-	-	-	-	320.95	331.50	
Playground Repairs & Maint.	133.64	-	-	-	-	-	-	-	-	-	133.64
Pool Service Repairs & Maint.	1,444.00	1,498.92	1,003.00	1,003.00	1,003.00	1,922.98	1,794.00	1,444.00	2,183.98	950.00	
Total Amenity Center	\$ 3,083.44	\$ 2,611.55	\$ 2,755.55	\$ 4,712.24	\$ 2,212.56	\$ 2,830.08	\$ 2,862.08	\$ 2,591.60	\$ 5,721.82	\$ 6,079.14	\$ 35,460.06
Irrigation											
Irrigation Repairs & Maint.	\$ -	\$ 843.36	\$ 2,217.58	\$ 1,793.30	\$ 1,347.41	\$ 971.52	\$ 1,794.85	\$ 3,578.02	\$ 3,697.01	\$ 3,056.25	\$ 19,299.30
Irrigation Monitoring	600.00	600.00	1,050.00	600.00	600.00	600.00	600.00	600.00	600.00	600.00	
Hoover Pumps Repairs & Maint.	-	6,526.50	-	-	462.62	118.11	-	-	-	518.96	
Total Irrigation	\$ 600.00	\$ 7,969.86	\$ 3,267.58	\$ 2,393.30	\$ 2,410.03	\$ 1,689.63	\$ 2,394.85	\$ 4,178.02	\$ 4,297.01	\$ 4,175.21	\$ 33,375.49
Stormwater Control											
Aquatic Repairs & Maint.	\$ 1,711.09	\$ 1,268.80	\$ 1,268.80	\$ 1,268.80	\$ 1,268.80	\$ 1,319.55	\$ 2,639.10	\$ 1,319.55	\$ 1,319.55	\$ -	\$ 13,384.04
Landscaping											
Landscaping Contracted Services	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00	\$ 65,000.00
Additional Landscaping Repairs & Maint.	-	5,100.00	-	-	550.00	-	-	5,200.00	1,140.00	-	
Plant Replacement	-	-	-	-	-	375.00	500.00	-	13,426.00	-	



Montecito CDD
Month By Month
For the Month Ending 7/31/2026

	Oct-25	Nov-25	Dec-25	Jan-26	Feb-26	Mar-26	Apr-26	May-26	Jun-26	Jul-26	YTD Actual
Mulch	-	-	-	-	-	-	-	-	-	-	-
Palm Tree Maint.	-	-	-	-	-	-	-	18,000.00	-	-	-
Oak Tree Maint.	-	-	-	-	-	-	-	10,000.00	-	-	-
Total Landscaping	\$ 6,500.00	\$ 11,600.00	\$ 6,500.00	\$ 6,500.00	\$ 7,050.00	\$ 6,875.00	\$ 7,000.00	\$ 39,700.00	\$ 21,066.00	\$ 6,500.00	\$ 8,000.00
Common Areas, Right of Ways & Walls											10,000.00
Streetlight Repairs & Maint.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,678.40	\$ -	\$ 3,678.40
Entry Vehicular Gates Repairs & Maint.	468.00	-	-	-	290.00	2,067.53	-	-	1,055.00	479.68	-
Pedestrian Entry Gates & Walls Maint.	-	-	-	-	-	-	-	-	-	-	-
Common Area Repairs & Maint.	-	1,488.48	-	-	-	-	777.27	-	511.14	2,295.00	-
Total Common Areas, Right of Ways & Walls	\$ 468.00	\$ 1,488.48	\$ -	\$ -	\$ 290.00	\$ 2,067.53	\$ 777.27	\$ -	\$ 5,244.54	\$ 2,774.68	\$ 4,360.21
Security Monitoring Services											5,071.89
Fire Detection Services	\$ 612.09	\$ 691.09	\$ 691.09	\$ 612.09	\$ 79.00	\$ 1,260.91	\$ 727.82	\$ 934.07	\$ 907.29	\$ 79.00	\$ 6,594.45
Security Monitoring Repairs & Maint.	-	-	318.00	-	-	-	-	-	-	-	318.00
Total Security Monitoring Services	\$ 612.09	\$ 691.09	\$ 1,009.09	\$ 612.09	\$ 79.00	\$ 1,260.91	\$ 727.82	\$ 934.07	\$ 907.29	\$ 79.00	\$ 6,912.45
Utilities											
Electric Services	\$ 3,523.03	\$ 3,473.93	\$ 3,819.66	\$ 4,029.18	\$ 3,505.85	\$ 3,440.59	\$ 3,799.36	\$ 4,013.77	\$ 3,815.65	\$ 4,152.71	\$ 37,573.73
Telephone, Internet	352.00	352.00	352.00	352.00	352.00	365.60	365.60	588.08	497.60	365.56	-
Water & Sewer Services	-	376.27	(161.23)	161.23	356.73	133.70	183.40	297.02	-	332.52	-
Gate Kiosk Internet Services	219.98	219.98	220.00	220.00	220.00	230.00	230.00	230.00	230.00	230.00	-
Total Utilities	\$ 4,095.01	\$ 4,422.18	\$ 4,230.43	\$ 4,762.41	\$ 4,434.58	\$ 4,169.89	\$ 4,578.36	\$ 5,128.87	\$ 4,543.25	\$ 5,080.79	\$ 3,942.44
Extraordinary Services											\$ 1,679.64
Townhome Mailboxes Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	2,249.96
Total Maintenance Expenses	\$ 27,272.50	\$ 40,254.83	\$ 29,234.32	\$ 30,451.71	\$ 27,947.84	\$ 30,546.56	\$ 31,182.35	\$ 61,139.87	\$ 54,766.12	\$ 36,355.48	\$ -
Total Expenditures	\$ 83,169.87	\$ 68,159.71	\$ 34,224.22	\$ 41,456.62	\$ 37,207.57	\$ 51,853.42	\$ 45,954.34	\$ 73,935.44	\$ 71,338.20	\$ 50,200.90	\$ 557,500.29
Income (Loss) from Operations	\$ (83,087.35)	\$ (54,831.26)	\$ 930,974.80	\$ (12,247.28)	\$ (8,523.20)	\$ (44,722.94)	\$ (750.08)	\$ (67,682.88)	\$ (48,964.19)	\$ (50,200.90)	\$ 559,964.72



Montecito Community Development District

Staff Reports



Montecito Community Development District

General Managers Report



Montecito Community Development District Manager's Report – Community Operations Update

Date: August's monthly report **Meeting date:** September 2, 2026

1. Landscaping and Grounds Maintenance

Routine landscaping services were performed throughout the community.

- CDD-maintained grass reported dry. ProGreen will be inspecting each area and submitting a list of affected sod.
- New irrigation map added to the District website.
- Estimates received. See ProGreen's report for additional information.

2. Pool and Amenity Maintenance

- All safety equipment has been inspected and remains in compliance.
- Pool maintenance - 5 days a week.
- Pedestrian gate on Shearwater has been removed temporarily for repair.
- Solitude inspected all fountains. Fountain in lake Coquina needs a light wire replacement. Waiting for quote.
- Lake Valencia has been treated for chara growth.
- Pool furniture cushion organized daily.
- Janitorial service is provided 3 times per week.

3. Building & Facility Repairs

- Sonitrol replaced non-functional keypad
- Pest control service – done.

4. Weekend Facility

- Scrape and spray-painted selected sign pole bases
- Organized utility closet
- AM & PM community drive-through
- Completed daily assignments
- Enforced parking policy accordingly
- Install gym bathroom transition strip
- Pressure washed the clubhouse entrance and pool lanai pavers
- Remove pond debris

5. Resident Concerns & Communications

- Tickets received:
 - Parking Lot – Completed
 - Irrigation - Completed
 - Light poles – Completed
 - Irrigation – Completed
 - Lakes – In process

6. Upcoming Projects – Suggestions

- Community sidewalk pressure wash.
- Pool Furniture – Powder coat – WAITING FOR APPROVAL
- Carlsbad paver replaced – quotes

Manager's Notes

Overall operations remain in order, and no major disruptions are anticipated. All vendors are performing within expected timelines, and communication with residents continues to be proactive and responsive.