

**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 9:30 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. Wagner 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. Wagner 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.



Montecito Community Development District

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

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

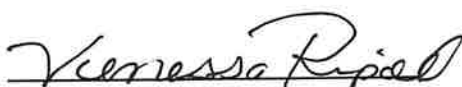
Mr. Wellman suggested a microphone or members to approach the microphone when addressing the Board.

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