MONTECITO COMMUNITY DEVELOPMENT DISTRICT
BOARD OF SUPERVISORS' MEETING
Wednesday, September 2, 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
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)
Michael Pawelczyk	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	(via phone)

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 9:31 a.m. and a quorum was established.

The Pledge of Allegiance was recited.

ProGreen Services LLC Monthly Executive Summary

- **Review of ProGreen Services LLC Proposals**

- **Review and Consideration of Estimate 11475**

Mr. Kahoe reviewed the ProGreen monthly report with the Board.

Mr. Kahoe noted that his team is monitoring and getting a monthly reading on the usage of the water use in the wells. He noted the goal is to work with insights by monitoring lake levels to shut off the wells and stay within parameters.

Mr. Kahoe reviewed the estimates with the Board.

On motion by Ms. Reitz, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Proposal 11804 in the amount of $2,909.41.

On motion by Mr. Adams, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Proposal 11327 in the amount of $3,700.00.

Ms. Reitz noted there was a conference call with Pond Professionals, and the recommendation is to increase the density of the grasses planted along the bank.

Estimate 11515 was tabled.

Mr. Kahoe noted that estimate 11929 is to replace mulch with crimson red rock. He reviewed the three areas with the Board.

On motion by Ms. Glynn, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Proposal 11929

Mr. Kahoe noted this estimate is for the center island

On motion by Mr. Wellman, seconded by Mr. Nehiba, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Proposal 11475

Mr. Kahoe noted there will be some upcoming recommendations for plant replacements around the south Patrick entrance. He noted that he has recently had some conversations and questions with homeowners around the townhouse section. The townhouse exterior wall landscape is completely dead. He also noted the end of Rodondo needs to be cleaned.

Mr. Kahoe noted a dead tree on the pool patio that needs to be replaced.

Public Comment Period

Mr. Parkens commented on the vegetation in the pond.

Mr. Hensen commented on the removal of oak trees due to the expense of maintaining them.

Ms. Paul commented on the oak trees and value it adds to the community.

SECOND ORDER OF BUSINESS **Administrative Matters**

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

The Board reviewed the minutes.

On motion by Mr. Wellman, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Montecito Community Development District approved August 5, 2026, Board of Supervisors Meeting Minutes.

THIRD ORDER OF BUSINESS **Vendor Report**

District Counsel: Billing Conchran, P.A.

Mr. Pawelczyk noted that the Sovereign Immunity bill was vetoed. He also gave a brief overview on the details of Sovereign Immunity.

FOURTH ORDER OF BUSINESS **Old Business Matters**

Capital Project Updates

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

Mr. Wellman asked what the numbers will look like at the end of September.

Mr. Nehiba commented on the roof and broken tiles that need to be replaced.

Review and Consideration of Engineers Report Proposal

The Board reviewed the engineers report.
Ms. Ripoll noted this Engineers Report is required annually.

On motion by Ms. Glynn, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District approved Engineers Report Proposal.

Review and Consideration Paver Replacement Proposals

- **NM Maintenance**
- **Oasis Landscapes**

Ms. Wagner noted this proposal is to replace the pavers on Carlsbad due to oil damage.

Ms. Ripoll reviewed the proposals with the Board and noted that Oasis proposed $9,850.00 and NM proposed $9,200.00.

The Board agreed to table the discussion.

Review and Consideration of Gym Maintenance Quotes

Ms. Ripoll noted that there have been no additional quotes received.

Mr. Wellman noted that when he researched the company, it was not noted that they were experts in gym maintenance.

The Board agreed to Table the discussion.

There was brief discussion amongst the Board about various options.

Review and Consideration of NM Maintenance Pressure Washing Proposal

Ms. Wagner noted that she is unable to find other vendors due to the size of the project.

A resident suggested pressure washing in phases.

The Board agreed to Table the discussion.

Review and Consideration of NM Maintenance Pool Furniture Restoration

Mr. Wellman suggested having a sample of items restored to see how they turn out before committing to the remaining furniture.

There was brief discussion amongst the Board about the restorations needed.

Ms. Ripoll noted that each item is $230.43, and NM Maintenance requires a fifty percent deposit.

On motion by Mr. Adams, seconded by Ms. Reitz with all in favor, the Board of Supervisors for the Montecito Community Development District approved NM Maintenance Pool Furniture Restoration.

District Engineer: *Culpepper and Terpening, Inc*

Mr. DeGrace noted that a Lake study will require more time.

The Board would like to review the report before they proceed.

Mr. DeGrace requested an update on the lake water quality testing and would like to get a regular schedule for when the meter readings will be completed.

Ms. Wagner noted that she would like to have them completed by the first week of the month and a report given by the Friday after the first week of the month.

FIFTH ORDER OF BUSINESS **New Business Matters**

Discussion of Appeal Letter

Mr. Pawelczyk gave an update on the incident that happened with a resident in the clubhouse. He noted that his recommendation is to turn the transponder/access card to the family back on because only one family member has a trespass warning that prevents them from accessing the club house or amenities until the city removes the trespass or one year has passed.

On motion by Mr. Nehiba, seconded by Ms. Reitz, opposed by Mr. Adams, the Board of Supervisors for the Montecito Community Development District approved reactivation the cards for the residents at 781 Simeon.

Ratification of Payment Authorization Nos. 75-79

Ms. Ripoll noted that these are contractual obligations just needing ratification.

On motion by Mr. Nehiba, seconded by Mr. Wellman, with all in favor, the Board of Supervisors for the Montecito Community Development District ratified Payment Authorization Nos. 75 – 79.

Review of the District Financial Statements

Ms. Ripoll stated the financials are as of July 31, 2026.

On motion by Ms. Glynn, seconded by Mr. Adams, with all in favor, the Board of Supervisors for the Montecito Community Development District accepted 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 October 7, 2026.

General Manager – **Coastal Bay Asset Management**

Ms. Wagner noted that meter reports will be sent by the end of the first week.

Ms. Wagner noted that the pedestrian gate has been re-installed and is very sturdy.

Ms. Wagner reviewed the Hoover Proposal with the Board.

Mr. Pawelczyk informed the Board he would create an agreement with Hoover for small projects.

On motion by Ms. Glynn, seconded by Ms. Reitz, with all in favor, the Board of Supervisors for the Montecito Community Development District approved the Proposal with Hoover, subject to an agreement being prepared.

Ms. Wagner noted that she is waiting on a quote from Solitude regarding the wire replacement from the fountain to the electrical panel.

Supervisors Requests & Audience Comments

Mr. Nehiba commented on the electrical bike ordinance. He mentioned hosting an educational session for the residents on the laws and safety of electrical bikes. He will meet with the police chief to get a date.

Mr. Nehiba commented on the progress regarding realtor sign rules.

Mr. Nehiba noted that the parking signs are in.

Mr. Nehiba noted that he met with Mr. Kahoe regarding irrigation and when and how long the sprinkler system comes on.

Mr. Wellman questioned how he can see or log into the irrigation schedule.

Mr. Wellman asked how to view the reserve study.

A resident wanted to know if the family involved in the appeal submitted apologies to Ms. Wagner or the Board.

There was brief discussion amongst the Board regarding camera placements.

Mr. Pawelczyk noted that camera disclosure is exempt and you do not have to disclose where the cameras are placed.

A resident wanted to know if the code pad will be added back to the gate.

A resident requested a police officer prior to school to help monitor the electrical bike issue.

A resident noted a community garage sale on October 17, 2026.

A resident noted the Master HOA and the Town Hall HOA will be on Tuesday, October, 6, 2026.

A resident commented on the east end of Rotondo and the landscaping and dead bushes around the community. She also commented on the hedges and the need to have the weeds pulled.

A resident asked the Boards permission to put lights on posts for the Holiday.

The Board agreed to allow lights on the post for the Holidays.

Adjournment

There was no further business to come before the Board.

On MOTION by Mr. Nehiba, seconded by Mr. Adams, with all in favor, the Montecito Board of Supervisors CDD adjourned the September 2, 2026, Board of Supervisors' meeting at 11:39 a.m.

Vanessa Rupert
Secretary/Assistant Secretary

Chairperson/Vice Chairperson