

**MONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

OCTOBER 15, 2018

Monterra Community Development District

Inframark, Infrastructure Management Services

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October 4, 2018

Board of Supervisors
Monterra
Community Development District

Dear Board Members:

The regular meeting of the Board of Supervisors of the Monterra Community Development District will be held on Monday, October 15, 2018 at 6:00 p.m. at the Club at Monterra, located at 8451 Monterra Boulevard, Cooper City, Florida. Following is the advance agenda for the meeting:

1. Roll Call
2. Approval of Agenda
3. Approval of the Minutes of the September 17, 2018 Meeting
4. Approval of September 30, 2018 Financial Statements
5. Landscaping – BrightView
6. Staff Reports
 - A. Attorney
 - B. Engineer
 - C. Clubhouse – Items for Approval
 - i. Tree Replacement Update
 - ii. Tree Trimming Proposals
 - iii. Proposal to Pressure Clean and Seal Pool Deck
 - D. District Manager
 - i. Renewal of District Manager’s Contract with the CDD
 - ii. Status Report on Current Projects Underway
 - iii. Acceptance of the Fiscal Year 2017 Audit
7. Audience Comments
8. Supervisors’ Requests
9. Adjournment

The balance of the agenda is routine in nature and staff will present and discuss their reports at the meeting. In the meantime, if you have any questions, please contact me.

Sincerely,

George Miller

George Miller
District Manager

Second Order of Business

Monterra Community Development District

Board of Supervisors

- Ricardo Lowe, Chairman
- Greg Popowitz, Vice Chairman
- Susan Kooiman, Assistant Secretary
- Massimo Pulcini, Assistant Secretary
- Avi Ciechanowiecki, Assistant Secretary
- George Miller, District Manager
 - Kenneth Cassel, Secretary
 - Ginger Wald, District Counsel

Agenda for Regular Meeting

Monday, October 15, 2018 – 6:00 p.m.

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5. **Landscaping – BrightView**
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7. **Audience Comments**
8. **Supervisors’ Requests**
9. **Adjournment**

The next Meeting is scheduled for Monday, November 19, 2018 at 6:00 p.m.

Third Order of Business

**MINUTES OF MEETING
MONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Monterra Community Development District was held Monday, September 17, 2018 and called to order at 6:01 p.m. at the Club at Monterra, located at 8451 Monterra Boulevard, Cooper City, Florida.

Present and constituting a quorum were:

Ricardo Lowe	Chairman
Susan Kooiman	Assistant Secretary
Massimo Pulcini	Assistant Secretary

Also present were:

George Miller	District Manager
Ginger Wald	District Counsel
Joaquin Mojica	District Engineer
Maria Mihailovschi	Castle Group
Joe Ferro	BrightView Landscaping
Michael Ruggiero	BrightView Landscaping
Matt Weinrich	BrightView Landscaping
Numerous Residents	

Due to a failure of the audio equipment, the beginning of the meeting was summarized based on the District Manager’s notes.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Lowe called the meeting to order. Supervisors and staff introduced themselves, and a quorum was established.

SECOND ORDER OF BUSINESS

Approval of Agenda

Mr. Lowe presented the agenda for the meeting and requested any amendments. There being none,

On MOTION by Ms. Kooiman, seconded by Mr. Pulcini, with all in favor, the Agenda for the meeting was approved as presented.

THIRD ORDER OF BUSINESS

Approval of the Minutes of the August 20, 2018 Meeting

Mr. Lowe stated each Board member received a copy of the Minutes of the August 20, 2018 Meeting and requested any additions, corrections or deletions.

There being none,

On MOTION by Ms. Kooiman, seconded by Mr. Pulcini, with all in favor, the Minutes of the August 20, 2018 Meeting were approved.

FOURTH ORDER OF BUSINESS

Approval of August 31, 2018 Financial Statements

Mr. Lowe presented the August 31, 2018 Financial Statements for the Board’s approval.

There being no comments or questions,

On MOTION by Ms. Kooiman, seconded by Mr. Pulcini, with all in favor, the August 31, 2018 Financial Statements were approved.

SEVENTH ORDER OF BUSINESS

Staff Reports

B. Engineer – Annual Report

The Annual Report was presented for discussion.

Mr. Lowe: I have just a couple of questions for clarification. Priority number one, in my humble opinion seem to be minor. I do not know if that is a fair statement. We have to paint some fire hydrants, we have some broken pavement that we have to replace, as well as some sidewalks. The one thing I did not understand is on the stormwater grout fill exposed lifting hook cavities. I did not understand what that is or what that meant. At the bottom where it says *Stormwater: D-2 Grout fill exposed lifting hook cavities on sidewall of structure*. In general terms, what is that?

Mr. Mojica: There are hooks and structures, which over time, rusts and the grout from underneath falls, so the hooks fall off. If there is any type of repair to be done, it can be lifted and it will come off and we do not have any way to lift the collar off.

Mr. Lowe: Is there anything else we should be aware of that is part of this summary?

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Mr. Mojica: I think, overall, it goes back to the lake erosion. It is probably over the entire community in terms of water, sewer and stormwater, as the highest priority of maintenance as far as what we have.

Mr. Lowe: Obviously will take care of this as a priority one, but second to that, is the wall and the fence. That is my perception.

Mr. Mojica: if they continue to decline over time, I do not know how many more of those trees are going to grow. If they are fully grown, then that is what the extent of those columns are going to be, which is tilted, but there is quite a bit of work there to be done. It is not aesthetically correct. It is more aesthetics than functionality.

Mr. Lowe: As direction for the staff is early next calendar year, we will have a workshop on capital improvements. We already have something on the lake improvement by \$1 Million, and we will have to figure out how we are going to pay for that, but in addition, it would be good to have an estimate of the Estada Wall. Are we talking about \$300,000 or are we talking about \$1 Million? We can prioritize things and budget accordingly. In addition to that, keep as a separate project what Mr. Pulcini brought one time in terms of how that is approved by the City. Why did they approve having the fence over here on the tree right next to the fence? Perhaps we have a case against the City or whomever, but from my perspective, we need to replace the fence on the wall.

Ms. Kooiman: We just need to move forward.

Mr. Lowe: I agree we need to move forward.

Ms. Kooiman: I think you said 70% of the fences can be reused.

Mr. Mojica: The picket portion of it can reused once the cones are re-plumbed, so there are some salvageable portions there. I think we provided an engineer's estimate.

Mr. Lowe: I saw that.

Mr. Mojica: As far as going back to the City, obviously the City is not going to help with that.

Mr. Pulcini: My problem was the original design of the community, and I was debating when we first hired you guys to do that to give us an opinion, to do the inspection because you guys did the original design and you guys probably told us we are going do this in the first place, and told us it would be OK to plant the trees there in the first place, and that caused the problem that we have. I thought we should hire a different company to do this.

Mr. Mojica: Without going back all the way back down to the original design and research that, but have to see what came first. You did the landscape plans and you got them approved, which usually goes with the engineering, and then who is the hardscape architect that put in the actual wall? Did they coordinate with the landscaper or did they not? How was the coordination determined?

Mr. Pulcini: Without going back, should we have Monterra Apartments and Cascada in there as well, are we responsible for their drainage?

Ms. Wald: Ask the engineer. That is part of the system.

Mr. Pulcini: Are we responsible for Cascada and the apartments?

Mr. Mojica: Yes, they are part of the CDD's assets.

Mr. Pulcini: We are responsible for the drainage.

Mr. Lowe: I guess I missed the ballpark figure. Are we talking about \$84,000?

Mr. Mojica: Yes, approximately.

Mr. Lowe: It is not \$1 Million. That definitely sounds more reasonable.

Mr. Pulcini: Mr. Miller, did you ever get the names of the other two companies you received bids from?

Ms. Kooiman: Bids for what?

Mr. Pulcini: For this inspection.

Ms. Kooiman: For the inspection or for the replacement of the cones?

Mr. Pulcini: For this report.

Mr. Miller: I emailed you one of the names before the last meeting, and I can try to find it if you need it. I actually talked to three different people.

Mr. Lowe: Does this satisfy the requirements that we need to do regarding the percentage to whatever entity needs to receive this?

Ms. Wald: The Trustee? This actually goes well beyond that.

Mr. Lowe: It was very good from my perspective.

Ms. Kooiman: I was impressed.

Mr. Miller: I am impressed with it, having been a Trustee. What they have done here is actually gave us a benchmark to go forward. Next year's report will probably be 10 pages long. You will not have the extra documentation because you will not need it. If I was a Trustee and I

received this for every bond issue I had, I would be ecstatic about it. You guys did a tremendous amount of work. The layout was excellent.

Ms. Wald: You will need to do a motion to accept. You do not need to do an approval.

On MOTION by Mr. Pulcini, seconded by Ms. Kooiman, with all in favor, the Annual Report from the District Engineer, was accepted.

Mr. Mojica: I received a phone call from the gentleman who was here with his engineer regarding the adjacent evolvement of Mattamy Homes. We will be meeting with him next week.

Ms. Wald: Great. Call me when you are done because we will have to coordinate this.

SIXTH ORDER OF BUSINESS

Monterra CDD Irrigation Report

Mr. Pulcini: We paid for the report. The Board indicated our irrigation system is deficient. We needed to improve on that. We sent a letter to the builder asking for assistance. As a matter of fact, this was done last August.

Mr. Miller: The original report, correct me if I am wrong, is it February 2017?

Mr. Mojica: Yes.

Ms. Wald: It was May 22, 2017.

Mr. Lowe: The discussion, if I remember correctly, and I think all you guys were here when the irrigation reports were presented, we were a little disappointed because it sounded more like a sales pitch than a report, more than a status report that we asked for to determine what exactly is deficient. I briefly looked at it to remind myself there was a recommendation to get an approval from the City or the powers to be to extend the two days to three days' irrigation. There was a recommendation to purchase this IQ system sensor, a sophisticated system, but it did not address the hardcore problem that in our perception we have had over time, which is the convoluted system that we have in patching with one community to another community. It did not address why we have that problem. In our limited experience, it did not address really how we address that. Purchasing this item, from my perception, did not seem like it was addressing the root cause. That is why nothing has been done about it.

Mr. Pulcini: Not doing anything is not necessarily the way to go.

Mr. Lowe: I agree. We still have the problem.

Mr. Pulcini: We have had the problem ever since.

Mr. Lowe: Nothing has been addressed.

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Mr. Pulcini: How much did we pay for that report?

Mr. Lowe: You have a valid point that we still have the problem. We still have dry areas, luckily this year was rainy. We need to address it.

Ms. Kooiman: I believe what they proposed is the new system to where we would be able to have remote access to everything. I thought that was going to address some of our dry spots.

Mr. Miller: It may very well. With regards to the new controllers which have come on line, we already replaced one of them because our old one failed. The old ones by model number when they fail, need to be replaced. They provide that kind of control over the pumps themselves. It may not be exactly to address what you are looking at from that standpoint, but the fact remains that new technology is coming every day. I am not trying to say we need to have the *latest and greatest*, we need a system that works continually. If, in fact, we need to add a new pump, a budget for a new pump with controllers is about \$75,000.

Mr. Pulcini: I emailed you about Cascada Isles. They voted at their meeting to purchase a home pump and separate themselves from the Monterra irrigation system and go independent. Is that a possibility? Are they allowed to do that? Are they allowed to separate themselves?

Mr. Miller: I received that email. I have done some work on it. There comes a point where it becomes their responsibility to do things and not us. When I first looked at it, I had two or three questions. Where are they going to get their water? What is their plan? If they are planning on taking it from our lakes, that then brings the situation on what kind of permit we have with SFWMD. I have been waiting on calls from two different people there, one who controls wells and one who handles surface water. Our water comes out of surface water. Rainwater gets the street rules and with the lakes, we pump it out into our environment.

Mr. Lowe: It goes beyond that. They need to contact their own engineering firm to figure out all of the feasibility and things which need to be done.

Ms. Wald: They are still part of the District. Therefore, any operation and maintenance which is District-wide even if they choose to go independent, they are still going to be responsible for it.

Mr. Lowe: What is the intention of doing this? Do you know?

Mr. Pulcini: They claim they spend too much money in replacing their plants because of irrigation not working properly.

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Ms. Kooiman: They should have replaced plants with water-friendly plants, but they are still only going to get two days of watering per week.

Mr. Lowe: That does not change.

Mr. Pulcini: I am just making a statement.

Mr. Lowe: Do you want me to address them later? Maybe invite them over here and see what they are thinking.

Ms. Mihailovschi: We invited the person from Research Irrigation, Brad, but he had a family emergency today. That is why he could not make it today.

Mr. Miller: I am happy to communicate with Cascada Isles directly and then we get some sort of a dialogue to see what it is they are asking.

Mr. Lowe: I will say since this is their idea, I will say let them come over here, send a request, we can talk about it, but I do not think it is worth your time or the engineer's time on pursuing something that is really their idea, and they obviously need to do their own research.

Mr. Pulcini: Send an email.

Mr. Miller: I will.

Mr. Pulcini: Did you find the people responsible for the fence?

Mr. Miller: I will be getting three quotes this week. The vendor we had there has failed miserably, and that person has lost any opportunity working here and at my two other Districts, and they have been told that. They did not lose just one \$4,000 fence. They lost a total of two and an opportunity here.

Mr. Lowe: Do you have any ideas as to what should we do with the irrigation? Do you have any recommendations?

Mr. Pulcini: Let us call the company.

Mr. Lowe: Do you want to call another irrigation company?

Mr. Pulcini: Yes.

Mr. Lowe: Do you want them to assist with the problem?

Mr. Pulcini: If you do not believe the portal is correct, at the time Paul said that irrigation companies would give us free estimates. That is why they do that. Let us call irrigation companies and see if they will give us free estimates. I find it hard to believe we cannot get free estimates.

Ms. Kooiman: I do not know that I would give a free estimate on something coming out. An estimate to what, to take over management of the pumps?

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Mr. Pulcini: We need estimates for what needs to be done to fix irrigation.

Ms. Kooiman: Define *fix*. That is where I am getting confused. I think we are working on this new software which is supposed to get the pumps working correctly, but we have been getting pretty good coverage, so I am not sure it has been worked on lately. What is the problem right now?

Mr. Pulcini: It is supposed to be turning on automatically so every house gets watered automatically.

Ms. Kooiman: That is only if we have not had a certain amount of rain within the last 24 hours.

Mr. Pulcini: It works fine if you go without it turning on automatically. If it turns automatically, the pumps shut off.

Mr. Miller: Because we have exceeded our two days, we are not allowed to water. It is that simple.

Mr. Pulcini: My grass does not look as good as it should.

Ms. Kooiman: Are you sure that is water, is it fungus?

Mr. Pulcini: Yes, my landscaper says it is water. I have the best landscaper in South Florida.

Ms. Kooiman: Every lawn I have passed right now has fungus, so I am not sure it is water.

Mr. Lowe: Do we have the results of the wet checks?

Mr. Miller: I know they are conducting wet checks because I have seen them here.

Ms. Mihailovschi: They do wet checks once per month.

Mr. Miller: Do we get a written report on it?

Ms. Mihailovschi: Yes.

Mr. Miller: You and I need to look at that sometime this week to see what we can do.

Mr. Lowe: Perhaps we should try to assess this with some facts, and what I suggest is for the next meeting to get some data in terms of the problems. Are we getting water? Are we not getting water? We can then decide we need to get another opinion because currently, it appear we are making a decision.

Mr. Pulcini: This is a six-year old problem we have been dealing with when the developer was here and then we averted this problem, then we were working on it every year.

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Mr. Lowe: I agree this is a six-year old problem, but at this point in time I cannot pinpoint the problem.

Mr. Pulcini: I am not a mitigation expert. I do not know what the problem is. I know the problem is water does not get to my yard when it is supposed to get there. That is how I define the problem.

Ms. Kooiman: I am just making clear so I know. At 2:00 a.m. or whenever it comes on, it does not come on.

Mr. Pulcini: I do not know about the time and I am not interested in the time. I know how my lawn is supposed to look.

Ms. Kooiman: How do you know it is not coming on?

Mr. Lowe: That is not how it works.

Mr. Pulcini: The community is supposed to look good and it does not. The irrigation does not work.

Mr. Lowe: My pump does come on line twice a week and that is just not enough, but that is just a reality. It is 90 degrees outside. It is kind of brownish and it is just not enough, but there is nothing I can do. I do actually water it myself.

Mr. Pulcini: I do not feel like breaking the law.

Ms. Kooiman: You are not breaking the law.

Mr. Lowe: You are going to have to deal with the brown grass.

Ms. Kooiman: If you hand water it, you are not breaking the law, but I live two doors down from you across the street and my grass is beautifully green.

Mr. Pulcini: The engineering report we received is not to be believed. That is what you are telling me.

Ms. Kooiman: I misunderstood.

Mr. Pulcini: The engineering report we received from Miller Legg is not to be believed.

Mr. Lowe: I did not say that. I said there are three recommendations. Go after the SFWMD and get a variance. We should have done that or we should be doing that. Change one of the irrigation pumps and buy the IQ Cloud System.

Mr. Pulcini: We did not do that.

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Mr. Lowe: We have not done anything over here. I agree. Should we do the scheduled variance and see if we can add another day? To his point, it should have been done, so can someone do that? Who is the best person to request that variance?

Mr. Miller: I have an email and a phone call today to the correct office. I can certainly add that when I speak to them. It is not a problem.

Mr. Lowe: Secondly, are you familiar with the additional pump or the re-condition of the pump? Let us just point on the agenda for next month and refresh our minds of how that recommendation really is going to address the problems or a problem that we currently have. For \$7,500 we would expect to see some type of specific problem that this investment is going to do for the community. On the IQ, quite honestly, I think we should just wait on that one. At least, let us get the variance or find out how we get the variance, if such a thing exists, and we will address the pump next month.

Wes: Has legal confirmed that an HOA can separate some responsibilities such as this example, that they want to take over their pumps? My fear is that it would be a *pandora's box* with other HOAs, of which we have a handful. Using that as an example, would I want to take over my landscaping and my HOA because it has not been well-maintained? Is that permitted within the District that HOAs can take responsibility for something the District is ultimately responsible for?

Ms. Wald: This can only be done by agreement.

Wes: You would have to give them permission.

Ms. Wald: There would have to be an agreement between the two.

Wes: It is permissible.

Ms. Wald: It is permissible if there is an agreement between the two entities.

FIFTH ORDER OF BUSINESS

Landscaping – BrightView

Mr. Miller: We have representatives from BrightView here today.

The three representatives introduced themselves.

Mr. Miller: I know the Board has some questions for you. I want to say that in the last 15 days I have seen marked improvement of work being done. I recognize it when you prune bushes to the extent that we have had to do to get them back where they belong that we lose a certain volume, and right now we are basically looking at a skeleton plan. At the moment, I can look down Terramar Street and all I see is brown on one side. I understand where that is coming from

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and it does not bother me that much. I would say that we still have a bunch of work to do to get up to the level that we are all comfortable with, and I would like for you to provide any comments.

BrightView Representative: We can give a general update.

Mr. Lowe: Just a quick update.

BrightView Representative: I made a checklist today of all the spots I went through that need to be completed. It looks like we are behind the pace to get done in 90 days, but we have had additional crews brought in throughout the week and the weekend, and we have been bringing in large amounts of crews on Fridays and Saturdays. With those additional crews, we should be able to get through all the plants within 90 days.

Mr. Lowe: Why are you thinking you are behind?

BrightView Representative: We started off slow because we were doing a lot of hand-pulling. We did not really get into the pruning and then we were behind, which caused an emergency situation and Mr. Ferro sent crews to do catch-up with the amount of staff we have now. I wish we had the amount of staff that we had the last three or four weeks in the first month, but we did a lot of hand-pulling of the weeds, and it was two weeks before we started cutting. If we had those additional two weeks, we would probably be right where we need to be, but we will add the addition of the staffing to get to where we need to be on the 90 days. I figure we were around 85% completed and we have about 13 working days to get to the 90 days.

Mr. Lowe: Let me give you my assessment. I spent four hours this past weekend. I drove and walked around the entire property except the Sheridan median that I did not find quite safe for me to be walking over there. I actually gave you a grade on every location on the street from A to D. That was pretty fair. If the grass was cut I was not measuring three or five inches, I just gave you a check mark on the cut. The clubhouse has a few Bs over there, and there are quite a few Cs at Monterra and La Costa, etc. The bushes have not been pruned properly. They are taller than me. There are a couple of Ds. At Linear Park and the south side, the grass was to my knee. Solano Avenue also has weeds encompassing the entire bushes. Overall, I give you guys a C. On the positive side, which I mentioned before, the grass has been cut all across, with one exception and I am hoping for it to be taken care of tomorrow, which is the south side of Linear Park.

BrightView Representative: We will take care of that.

Ms. Kooiman: It is the FP&L easement.

Mr. Lowe: Everything else was at least mowed I can tell somewhat recently, so you get a good mark for mowing the lawn. The other two aspects of the contract are four times the weeds, and the weeds are a disaster. You do not have control over the weeds, none whatsoever, and the other part is pruning of the bushes. You probably have a C-level control over that, and that is the only part of the job that I would call deficient, where it has taken so long, you come over here and it is all sticks. It looks horrendous. On the north side, it is horrendous. Right over here it is horrible. On Taramea it is horrible.

Ms. Kooiman: Are you referring to cutting back of the twigs?

Mr. Lowe: Yes.

Ms. Kooiman: That will be green again in two weeks. They cut back to where it had not seen sun.

Mr. Lowe: I understand that, but in the five years I have been here, I have never seen that before.

BrightView Representative: The reason for this was because there was so much neglected maintenance before, we had to bring it to that point.

Mr. Lowe: I understand what was done, but some of them were done this past week. How come you did not do that in July when you took over? It would have been less ground.

BrightView Representative: Remember, we needed 90 days to be able to touch the plant just one time to come around, so we could not do it then. You are going to be happy with every spot you discussed within two weeks.

Mr. Lowe: If I am selling my house this week, I am disappointed. If I am buying a house this week I am disappointed.

BrightView Representative: We could have just tipped everything.

Mr. Lowe: You needed to do what you needed to do. I understand that, but why didn't you do it in July? Why didn't you do the priorities in July?

BrightView Representative: Because again, if you remember, we needed 90 days to be able to touch the plants just one time. There was no way to get to some of these plants in July.

Mr. Lowe: From an immediate perception, as a visitor, as a homeowner, it looks horrible. I see green coming up on the leaves and it will be a month.

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BrightView Representative: If you guys look at the Firebush, right here outside on the corner, you would never be able to tell we cut it right now. In just a couple more weeks, it is going to flesh right out and will be flowering, absolutely.

Mr. Lowe: I believe you on that.

BrightView Representative: With the additional labor, we are able to get to a lot more of it and do a bigger swath of it, which is why you are seeing more of it because we are throwing in labor and adding the manpower, so you are getting much more done in a shorter amount of time.

Mr. Lowe: I understand that this week I see tons of crews. There are seven people in front of my house right now and it took them two hours just to do a little strip in front of my house, so I can imagine the entire Linear Park that has not been touched on the fence side, there is an area that looks like a forest. I feel like I am in New England. There is a tree limb hanging over the Estada fence that has been there for a while. You can just send the pictures and I took 50 pictures of the property. The weeds are overcoming the entire property, over the fences, so those weeds have not been pulled in weeks, if not months, so you do not have control over the weeds. You do not have control over pruning of the bushes. You have control over the grass, but to be honest with you, for \$37,000 we are paying for everything. We are not paying for a little bit over here and a little bit over there. We are paying for 100% of everything. I understand that in 90 days to be over, you have two weeks and it goes back to what Mr. Valdez said and I know that he had to retract himself, but it goes back to on June 18th, and I am going to take two seconds to read what he said. *Do you have a plan?* That is what Ms. Kooiman asked. *Yes, we do.* That guy specifically for July 2nd, which is a Monday, a crew of about 50 crew members which is about every single personnel we have there at the Sunrise Branch, which is our closest branch to this location, about 20 minutes away, will be here. The following month, how many showed up? Only about 25, give or take, and then we had the excuse in July that the QSA was lit. It was the previous landscaper's fault. Therefore, we need 90 days. Last month I said, *are you on schedule?* You guys said, *Yes, we are. We are ahead of schedule in some areas and in some areas we are not, but we are going to finish.* You just said that without additional crews, you may not even finish. On my assessment today, you said you are not going to finish in 10 days, unless you bring 50 people over here. My suggestion right now for the rest of the Board members, is that the work is defective. Article 14 of the contract calls for *Measure for Defective Work*. Basically, you have 14 days to remedy the situation or we have the right to engage with another company and send you the bill, or we

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basically call you that you are in default. It happens to be that you have 14 days right now. We want to work with you, but we cannot afford defective work. We are paying \$37,000 and the weeds I saw in front of homes were horrendous. I would never want to live over there. I asked one neighbor, *When was the last time someone came over here?* He could not remember. There is a picture over there, I wish you could show it, that the plant is totally engulfed by the rest of the bushes, and it is taller than me. It is just horrendous. That is on this side of the sun, that is by where you guys live, by one of the exits. No one has been there. You know the sequence. We are paying for four cuts of lawn, four weed treatments and one trimming and we are not getting that. I saw the disaster across the street in Estada. It is full of weeds, right here, right out this door as you go to the basketball court, there is a flower bed, forget the flowers, it is a weed bed. She said the other day, this is the crown jewel of the property, well right here as you go over to the basketball court, it looks like a disaster. I know you guys are trying very hard. I see the people. I saw eight people in front of my house during the hot weather. I know they are working hard and I appreciate the additional crews, but you have got to have your CEO give you more crews. You are going to have to *eat the cost*. I do not care what you have to do. You guys just went public on July 2nd, as a matter of fact. That was the day that you guys were supposed to be here.

Ms. Kooiman: When you put the sod down for the Torpedo Grass, how long does it take to kill the grass?

BrightView Representative: It takes 14 days, give or take.

Ms. Kooiman: I know some of the issues, and it drives me crazy, I see it every day. We have got grass cutting up to some of the bushes. If they pull that, it is just coming right up. They have to put a chemical on it. I am guessing they just recently put it on there.

Unidentified Speaker: I think Mr. Lowe's point is that if they knew that certain things take a long period of time in order to show effect, it should have been done earlier instead of close to the 90-day deadline.

Ms. Kooiman: You have to be able to get to that point.

Unidentified Speaker: There are two bushes that need to be cut down, in the areas that Mr. Lowe is specifically speaking, like Linear Park and the flower beds over here.

Ms. Kooiman: I am thinking of the corner of Sheridan and Solano, but it did take them a while to get in and from talking with Mr. Miller, I do not know if it is public notice, but I have learned that within BrightView, they were not happy, Mr. Joe Ferro was not happy with what we

were getting for the first two months, I think, and so he took over the contract from the other person and then as soon as Mr. Ferro took it, we have seen a turnaround because I was not happy at all the first two months, as I did not see any improvement. I was ready to fire you guys in a heartbeat, but now I see improvement.

Mr. Lowe: Two out of the three months were wasted.

Ms. Kooiman: Yes.

Mr. Lowe: With all fairness, you are not going to make it.

Ms. Mihailovschi: They should have had the crews they are having right now, at the beginning of the contract.

Ms. Kooiman: We are here now, so we go forward.

A Resident: The grass behind my house was two feet long. I am sure you all saw the email. There is absolutely no excuse for what I saw, with other areas being maintained two and three times where last time I checked, this was one District. This is not broken up into multiple Districts. We are all one District and the area should be cut as a whole. It cannot be cut in one day, but areas should not be cut three times when one area has not been cut at all. That would be months of it not being cut and only with me drawing massive attention to it did it finally get cut, and it took me over two months to get that accomplished.

Ms. Kooiman: So it was not cut under Hector then.

The Resident: I believe that would have been one of the last cuts that it got. The hedge, if we go back to the last time I brought attention to the hedge, being eight feet tall over the six-foot tall columns, that was the last time it was trimmed. You cannot explain why hedges are being as tall as they are. It is when areas that are being monitored, I have a feeling landscaping companies tend to pick up on, no one over here is complaining. We are going to focus on focal points in the community because that is what is getting attention. I guarantee you that if those hedges in front of this community center were looking like that, you all would have seen that done right away.

Mr. Lowe: Your point is taken. That is why there are tons of pictures over there of your community which I particularly walked myself on Sunday.

A Resident: It is the same for me. I live over on LaCosta and I have been talking to Mr. Miller and other people for two months now and I have had no resolution whatsoever with BrightView. I have talked with their supervisors, I have talked to Mr. Miller, I have talked to Ms. Mihailovschi, I have talked to everyone in LaCosta. I live on a natural preserve. There is a fence

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between my property line and the chain link fence that is not getting cut. I understand that the point of order will be to the natural preserve and after this we will get on that, but for just now, my yard is not getting cut from the property line to the chain link fence. I have been calling. I have been talking to their supervisors, I have been talking to everyone. It keeps getting passed over and it is unbelievable. It is now probably 1½ feet tall. It has been done once since I complained over the past two months. Personally, I am really frustrated. I am on the HOA Facebook right now and I have been talking to the EPA about the natural preserve. We will get to that in a moment. I am completely disgusted with their job here. Yes, it looks perfect when you come through the front gate. It looks great. That is mowed three times. I have lived here for one year, and I wished I did not buy a house here.

Ms. Kooiman: What is with the EPA? What is with the natural preserve?

The Resident: The natural preserve is a disaster.

Ms. Kooiman: We cannot touch that.

The Resident: You can touch that. That is not true.

Mr. Lowe: Do you need a motion? Do you need direction to send them a letter?

Ms. Wald: There are two things I think you need to be concerned about. One, you are talking about defective work, work that is not being done properly and you have to provide 14 days' written notice on the section that you stated. Along with that, you have sections as to whether the work was even completed in accordance with the agreement and you just have to provide written notice, not a specific period of time, and as to what the District wants to do. Does the District want to move forward and retain another company on a short-term emergency basis and then have that deducted from the agreement? That is an option you have under this agreement as well. Do you want to just suspend the services they are doing for failure for them to carry out the orders that are under Section 12 of the agreement? That is an option too and if it is specifically defective work and you are sending that notice, you need to delineate specifically what that exact defective work is so that notice can go out.

Mr. Lowe: My suggestion is I would like to hear what Ms. Kooiman and Mr. Pulcini would like to say, and send them a letter stating there is defective or incomplete work, attach the 60 pages that I sent and they have 14 days to remedy the situation. That would be my suggestion.

Mr. Pulcini: Every year, we should change landscapers.

Mr. Lowe: That is a different subject.

Mr. Pulcini: Maybe it is us. Maybe it is our expectations, maybe it is our management of this.

Mr. Lowe: I agree with that and I have a couple of ideas if we want to talk about that.

Mr. Pulcini: Maybe it is the way we choose the landscaping company.

Mr. Lowe: We can have some conversation. I have some thoughts, but we are what we are and we need to get past this mountain. We are not going to hire just anyone over here tomorrow to solve this problem. We are going to have to live through this.

Mr. Pulcini: If we give them a 14-day notice what is the plan?

Ms. Kooiman: We have the 90-day expense and it is not up yet, correct?

Mr. Miller: There is basically 14 days before the end of the 90 days that we previously have given them.

Ms. Kooiman: I would think at that point if it is defective, we would need to define defective. If one person thinks this should be cut and someone else, that is opinion versus defective. At the end of the 90 days, if we still see significant issues, not just a plant here that was missed, then you can send the notice, but I think we are obligated to give the full 90 days that we agreed to.

Mr. Lowe: Ninety days is nothing more than a discussion that we had and it was not a contractual obligation. Fourteen days is a contractual obligation. It just so happens to be that it matches perfectly with the 90 days. There is nothing in the contract stating what we agreed to two months ago.

Ms. Kooiman: My opinion is they had initially told us whether it was written or verbal, we have it in our minutes that it was 90 days, and if it is still not up to par by then, then we can send a notice.

Mr. Lowe: that is fair enough.

Mr. Pulcini: What are you referring to, the 14-day notice?

Mr. Lowe: I am referring to the notice to remedy the defective or incomplete work. In the meantime, we do have the right, and I think we want to exercise our right, but we could hire another company to fix the problem ourselves and discount that from their bill or terminate the contract. At the end of the day, we do not have to send the 14-day notice. We have the right to terminate in 30 days.

Ms. Wald: You can still send the notice and not take additional action.

A Resident: I have a suggestion. If they do not have the manpower to do all of this land, perhaps the contract can be divided between three separate landscaping companies. You can give them each a section.

Mr. Lowe: That is actually a good suggestion.

Ms. Kooiman: They have the manpower.

Mr. Lowe: Do we want to do something? Do we want to wait for the 90 days or do we want to give them a warning?

Mr. Pulcini: I am OK with sending them letters. What do you suggest?

Ms. Wald: You do not have to take action today if you do not want to, but you may do so.

Mr. Lowe: I want to send the letter.

Mr. Pulcini MOVED to send a 14-day Notice of Termination letter to BrightView due to work deficiencies; and Mr. Lowe seconded the motion.

On VOICE vote with Mr. Lowe and Mr. Pulcini voting aye, and Ms. Kooiman voting nay, the prior motion was approved.

Mr. Lowe: With regards to the retainage of 10%, we have received one invoice for the full amount and we paid that entire invoice. I do not know if it was the July or the August invoice, it does not really matter. The question is, do we retain 10%, 0% or 20% on the next invoice? We have the right to do so.

Ms. Kooiman: I think we have to define defective. Is that what we are doing?

Mr. Lowe: The retainage does not require a definition of defective, but can you pull up the pictures?

BrightView Representative. We have a punchlist, and these things have not been done.

Mr. Lowe: How big is your punchlist?

Ms. Mihailovschi: Probably approximately 20 to 25 items.

BrightView Representative: We are committed to reaching our 90-day goal. We went through the entire property once, of course, and there is a lot of work after that, but I would suggest at least giving us to 90 days, see where we are at and then if we need to make an adjustment at that time, we will. We are committed to it. I am committing the extra crews, I am committing all the

spray for the weeds, just give us a chance to get through the 90 days and then we will have a more finite punchlist.

Mr. Pulcini: The 14 days will give you the 90 days, so you will have exactly 90 days.

BrightView Representative: I do not have an issue with you sending the letter. We really need to get through the 90 days.

Mr. Lowe: Quite honestly, if it were up to me, I would not pay you whatsoever. Forget about 10%. I would just hold back \$37,000, although I probably do not have authority to do so. I feel that as a community, the landscape downgraded us. I have been here for five years and there are areas that do not even have plants anymore. Granted, that is not your fault, but we are struggling to maintain the bare minimum which is to cut the lawn once per month. Needless to say, replacement has not been done for three years. We do not have time or crews to do so. We should be able to keep the property as it was originally passed to us seven years ago and we are far from that. We are struggling to keep a C rating.

Ms. Kooiman: Do you know why we are having some issues sometimes, because when the builder planted stuff, everything was small, and everything had sun. It was great. As they grow up, we have to change the plants because they no longer get the sun, they cannot grow, and they will die. Mr. Miller sent out a three-page article on why the bond was downgraded, and it had nothing to do with the landscape.

Mr. Lowe: I know. I just gave that example. I am sorry to mix both of them. I understand that had nothing to do with it. I am just making a personal observation that I feel we have gone down in landscape.

Mr. Miller: Can we re-state the motion to ensure I got the notes right?

Ms. Wald: I think he is just calling the question. There has to be a second.

Mr. Lowe: What is the motion?

Ms. Wald: There is no motion yet. It is just to call the question.

Mr. Lowe: We agree we are going to send a letter. What do we do with the retainage? Do we agree or not agree? What do you think?

Mr. Pulcini: Agree with what?

Mr. Lowe: Retaining 10% in the next invoice, or 0% or 20%?

Ms. Wald: Under the agreement, you can reduce the sums or the cost of services and you can withhold that amount until that is completed or just withhold it and have a termination thereafter. The question is how much is what is being posed.

Mr. Pulcini: Per agreement, how much do we retain?

Ms. Wald: It is not listed per a percentage. It is that you reduce the sums of what you believe of the work that is not being completed.

Mr. Pulcini: How much do we believe has not been completed, 20%?

Mr. Lowe: We can go by the number they have. They feel they are at 85%.

Mr. Pulcini: Let us retain 15%.

Ms. Kooiman: I think they are working very hard and I voted against them, so this is very hard for me to do this, but I really think they are making an effort, so I do not see that we would retain anything for failure to cut. They gave us this plan that said in this 90 days they would get around to all of the areas. They did not specify, because we have had rain, this place would be cut on July 15th and this one would be cut on July 18th, so I am thinking, I see the guys working, we should pay them.

Mr. Lowe: You do not want to retain anything.

Ms. Kooiman: No.

Mr. Pulcini: It is not a punishment. They will get the money once the work is complete. We are not withholding money forever. We are just making sure everything works. It is just an assurance they will complete the work.

Mr. Lowe: I am going to retract. I am going to go with Ms. Kooiman and I am going to give you guys a vote of confidence, but we are going to send a letter.

SEVENTH ORDER OF BUSINESS

Staff Reports (Continued)

A. Attorney

There being no report, the next item followed.

C. Clubhouse – Items for Approval

ii. Tree Trimming Proposals

Ms. Mihailovschi: I attached only one in the package and then last week I received two more, and I left them on the table for you. We have Tropical Touch Garden Center for \$53,000. They did the tree trimming last year. I have Perfect Tree Services, also known as Davey Tree, that did landscaping around Monterra. He came up to \$56,607, and DynaServ came up to \$54,616.

Mr. Miller: There is another one which BrightView prepared. We have not had a chance to look at it to ensure we are comparing apples to apples on the numbers of trees.

Ms. Mihailovschi: I looked at the financial reports and under the line for tree trimming, we only have \$30,000 budgeted.

Ms. Wald: Is that for this year, as of this month?

Ms. Mihailovschi: Yes. We have that for this year, and then we have the other \$30,000 for next year.

Mr. Lowe: Is this something that is done once or twice per year?

Ms. Mihailovschi: It should be done at least once per year.

Mr. Lowe: Is this the proper time to do it?

Mr. Miller: Actually, we would prefer to do it before hurricane season.

Ms. Kooiman: it should be during the winter.

Mr. Lowe: We obviously are three months ahead.

A Resident: She just said before winter and you just said before hurricane season. Which one is correct?

Mr. Miller: I will defer to my resident expert who is sitting at the back of the room.

BrightView Representative: Typically, you want to do it before May.

Ms. Mihailovschi: That is just to get the trees ready for hurricane season.

BrightView Representative: You have optimum trimming versus hurricane protection.

Mr. Lowe: What happens now? Obviously, we are far from May and the trees are tall.

BrightView Representative: Aesthetically, I definitely would want to get the trees trimmed around the bottom, and anything which may pose a hazard to a light pole or a sign. You can never go wrong trimming trees for that reason. If you are only trimming trees to be hurricane-ready, you missed the mark, but with regards to security and liability, you can never go wrong, it does not matter when you trim trees.

Ms. Kooiman: If you were trimming them to look nice, that would be one time.

Ms. Mihailovschi: Just so you know, next year it will happen in September, right before a hurricane may strike. Previously, I have no idea if it was ever done.

Mr. Lowe: What is your recommendation? Should we do it now or should we wait until May?

BrightView Representative: I think what you guys should do right now if next May is another budgeting season, trim what you can now, so that next May you do not have to trim everything again and come up with those numbers.

Ms. Wald: The problem is you have \$30,000 right now, which is the end of the Fiscal Year. You have another \$30,000 for next Fiscal Year and you have quotes of almost \$60,000.

Mr. Pulcini: If we do not do it now and wait until next year, do we budget \$30,000? If we stay with at least \$30,000, we are going to have the whole \$60,000 next year.

Mr. Lowe: I understand, but putting money aside from a hurricane point of view, I do not think we can do some now and some later. It is all or nothing.

BrightView Representative: What you want to do is bring in an arborist and have them do selective pruning, on the trees which need it the most. You are safe that way. Do not give them a budget. The new RFP should say selective pruning of trees based on x, y and z.

Mr. Lowe: Do you guys agree with that?

Ms. Kooiman: Absolutely.

Mr. Pulcini: I think we should wait for next year.

Mr. Lowe: By the time this gets done, it is going to be next year.

Mr. Pulcini: Do we have money in the budget?

Mr. Lowe: Let us do the selective pruning, do the full pruning in May or another selective pruning at that time.

Ms. Wald: You have two things. First, you need to have an arborist, and then you are going to have to give authorization for that expense and secondly, she is going to have to get new quotes because it is not going to be for everything.

BrightView Representative: I do have a Master Arborist on my staff, one of seven in the state. I am happy to have him do an assessment for you guys at no charge.

Ms. Kooiman: I cannot argue with free.

Mr. Pulcini: They may not be here in 14 days.

Mr. Lowe: I have full confidence they will make it.

Ms. Mihailovschi: If I spend \$30,000 now to prune whatever needs the most, then I will not have it for next year because in May I will only have \$30,000.

Mr. Lowe: Unfortunately, I do not see this as a money issue. This is something that has to be done. We cannot just wait until the tree hits a pole or a hurricane comes. The money is

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going to have to come from somewhere. This is not an optional item. It is just like the mulch. You cannot just skip, or it looks horrible.

Ms. Mihailovschi: I agree with you.

BrightView Representative: The selective pruning could also end up being \$10,000 or \$15,000, not necessarily \$30,000 and then you can move the other remaining to next year.

Ms. Kooiman: I like the idea of the arborist coming in, and they do not care whose company sent them in. They are looking at the trees, and they can tell us which ones really have an issue right now that we need to take care of and that may be as little as \$10,000 and then the rest of them are the nicer ones to take care of later.

Mr. Miller: Because of the numbering system that we have done, when the arborist says Tree #2161, we will find it again, not the one that did not need it.

Mr. Lowe: Let us do the selective pruning and we will take your friendly recommendation.

Ms. Wald: Who is doing the selective pruning? It is fine with the arborist because they are going to do it for free, you will not have to make a motion, that is direction.

Mr. Lowe: We are going to have to get a quote.

Ms. Wald: Yes.

Ms. Mihailovschi: We should wait for another time.

Mr. Miller: We will do the identification as quickly as we can and be in a position to have a decision made and then start pruning as quickly as we can.

Mr. Lowe: Hopefully we can do that at the next meeting. You get together with the arborist, get the reduced quote and we can make a decision.

Mr. Miller: I do not see a problem with that timing.

Ms. Kooiman: I do not think it will be an issue at all.

i. Tree Replacement Update

Ms. Mihailovschi: After the last meeting, we met with Janet from the City and we showed her our plan and she was looking at the plans and told us we need to focus on the Pine Island median because in this area we lost a lot of trees and what we were proposing was not enough. I went back outside and got new ideas for the Pine Island median and received new quotes. I received a quote for \$19,000 just for the Pine Island median, so I will get back together with Mr. Miller and Janet to see if she agrees with that, after which we will move forward.

Mr. Lowe: What is our obligation on the median?

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Mr. Miller: Technically, the City believes we have lost somewhere between 30 and 40 trees over the last 12 years, not all current, but over the last period of time. They will be happy with as many trees as we can afford to put in there.

Mr. Lowe: How about one?

Mr. Miller: That is insufficient.

Mr. Lowe: It goes back to my question. What is the minimum we can do?

Mr. Miller: Looking at the numbers we had before which I worked up initially, we were somewhere in the neighborhood of 17 trees. By changing species and doing a couple of other things, and they are willing to work with us on that, we should be able to get somewhere closer to 30 trees going in. Are they all going to be tall Royals? No. Are they going to be planted correctly and not buried?

Mr. Lowe: What is the proportion between inside and outside?

Mr. Miller: The same as what you are giving me. The Board gave me a budget last time of basically \$12,000 outside, the rest of it on the inside, and we are adhering to that.

Mr. Lowe: So, \$12,000 moved to \$19,000.

Mr. Miller: Negative. I want to hold that down as close to \$12,000 as I can get it.

Mr. Pulcini: Are you going to be able to satisfy Janet?

Mr. Miller: Yes.

Mr. Pulcini: With \$12,000?

Mr. Miller: Yes.

Mr. Lowe: Then you should continue.

Mr. Miller: We have had to change some of our species. That is why I have not brought a decision to you yet. You will have it shortly because we needed to get new prices on some of the trees that were not on our list to begin with. That was more of an information than a request for action.

Mr. Lowe: One parenthesis, the entrances of the communities are also going to the California/Arizona style. It is all low grass and cactus that we are planting. Our friend over there has a beautiful entrance. Why can't we find something in between, that is tall, colorful, medium height, something a little more appealing. I feel there is a huge difference between the star entrance and every one of our entrances, including the main entrance. The main entrance right now has these tiny Annuals. I know everything is money. I am not suggesting we are going to blow

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\$100,000 on every tree, but there has got to be something between below and high, and this is for the next meeting.

Mr. Miller: We will look into that.

iii. Mulch Proposals

Ms. Mihailovschi: I received three proposals for mulch around Monterra, like we did last year. BrightView came out to \$59,542.86. East Coast Mulch came out to \$42,350. Tropical Touch Garden Center came out to \$61,575.

Ms. Kooiman: One of them did not specify which mulch.

Ms. Mihailovschi: Everyone is the same, using the red mulch.

There being no further discussion,

<p>On MOTION by Mr. Pulcini, seconded by Mr. Lowe, with all in favor, the proposal from East Coast Mulch in the amount of \$42,350 to install mulch throughout the community, was approved.</p>

iv. Additional Bench Proposals

Ms. Mihailovschi: Last month someone suggested installing more benches around the school buses, so I went around and I looked at three different places, two at the entrance to Vista del Sol, as soon as you come in at the end, where you see the lake, you put one there, one to the side and then one near the clubhouse. I received three different estimates. A&A Playgrounds was \$3,381 with installation, Swartz Associates was \$1,998 plus installation of \$750, which comes up to \$2,748. I had Superior just for the benches is \$2,157 plus installation of \$1,125. For three park benches, around \$3,000.

Mr. Pulcini: Can we move some of our current benches?

Ms. Mihailovschi: If you want to we can do that.

Mr. Miller: Which ones would you move?

Mr. Pulcini: There are some that are basically nowhere needed. If needed at the bus stop, we can move the bus stop.

Mr. Miller: You know the property better than I, but I can only think of one that might possibly fit that description and one of the things we were hoping to do with one of our tree functions when we get to that point is to make that a better place than it is right now.

Mr. Lowe: If anything, we can use the ones in Linear Park, and those are different benches.

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A Resident: There is one back there that I do not understand why it is there, right on Terramia on the left side.

A Resident: The ones on the big boulevard are never used and when we first started here, someone said they were installed by the developer to look good, but they were not practical. Me personally, I have never seen anyone sitting there.

Ms. Kooiman: I have.

The Resident: It should be facing the lake because people will sit there. If it has just been that one around would be fine, but the ones he is talking about right over there are on Monterra Boulevard.

A Resident: You did not go to that specific place to sit in there for that view. You sat there because the bench happened to be there. If we move it, it would be OK.

Ms. Kooiman: I am hesitant, knowing we have got a financial crunch coming up.

Ms. Mihailovschi: I did because they were asking. I do not know if you want to spend \$3,000 on that when you can spend \$3,000 on something else more important.

Mr. Lowe: I agree.

Mr. Pulcini: We will wait.

Mr. Miller: Do you want to table this?

Mr. Lowe: Yes.

v. Result of Tile Cleaning Near Pool

Mr. Miller: This is one of the marching orders you gave me when I came onto the property in October. We walked out and looked at the area that was under the overhang by the pool, where it had been improperly sealed and when they sealed it, they sealed the dirt under it as well, at least that is what it looked like to me. Through Ms. Mihailovschi's efforts over the last approximately 11 months, we finally found a vendor who is successful in cleaning those tiles and I wanted to publicly acknowledge the work she put forward to get that done.

Mr. Lowe: It looks amazing.

Ms. Mihailovschi: Now we have to work on the entire thing. We can protect it.

vi. Surveillance Camera Update

Ms. Mihailovschi: I talked with an electrician that I worked with before. We went around, and instead of having the cameras going with the solar panels, the electrician showed me there are some areas in which we can put outlets, but this one area that we cannot is the area by the Stirling pedestrian gates. The other areas we can, and they have this complex proposal because they have

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to bring power from the boxes that are near the locations, so it is going to be a lot of work and probably is going to be expensive, but I do not have the number yet.

Ms. Kooiman: All I hear is expensive.

Mr. Lowe: What is \$30,000 for, just the cameras?

Ms. Mihailovschi: It is just for the cameras and only one with the solar panels.

A Resident: How many different camera companies did you speak to because there are a lot of different ways to do projects like that?

Ms. Mihailovschi: I spoke with four of them, one of them said it cannot be done, another one said he was not interested in doing it, but volunteered to look at the proposals we received and then give his opinion, and only two came up with a proposal. If you know anyone, I am open to get their contact information.

Mr. Lowe: My suggestion is to table this for when we talk about the capital improvements.

Ms. Kooiman: I agree with Mr. Lowe.

a. District Manager

i. DM Expense Ratification

Mr. Miller: Knowing that we were fast approaching the end of the month from an accounting standpoint in wanting to close our books, I made minimal numbers of expenditures under my authority.

Mr. Lowe: Do we need a motion for this?

Ms. Wald: You need a motion.

On MOTION by Ms. Kooiman, seconded by Mr. Lowe, with all in favor, the District Manager's expenses were ratified as presented.

ii. Encroachment Update

Mr. Miller: What I included was information I received from the Cooper City Building Department. When this facility was first designed, and the design approved by the City, in order to get the required open space to meet all requirements, the area behind our perimeter walls and fences for a distance of approximately 10 feet, has been designated clear space. That means nothing can go in there, no fences, no extensions of yards and patios. If they have a trampoline they are using for a holiday, I would probably walk by knowing they are moving it, and not say anything. If they put it in permanently, it has to be removed. Basically, based on the communications and discussions we had last month, I re-drafted the letter I have done and I am

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looking for guidance on how many days we give them to correct the problem before step two is taken. I have four choices, 21 days, 30 days, 45 days and 60 days. I am recommending 45 days. That gives me time to get the certified mail in their hands, and gives them time to respond to it.

Mr. Pulcini: What are we asking them to do to rectify the problem?

Mr. Miller: If their fence goes beyond their property line and is connected to or adjacent to our walls or our fences, it needs to be removed.

Mr. Pulcini: People who have purchased a home with a fence attached to it, now we are asking them to remove the fence.

Mr. Miller: That is correct because otherwise we do not have enough open space, and we have a situation here that could even pose a bigger problem than accessibility to the back wall to maintain it.

A Resident: Would their Title 14 be able to reimburse them in a situation like that?

Ms. Wald: The Board originally a couple of meetings ago approved that in certain circumstances they would allow the residents and homeowners to enter into an encroachment agreement. A packet was put together and I have a draft encroachment agreement without the legal descriptions. Mr. Miller and I discussed it and I said contact the City because we will be able to get their permits from their fence permits, then we will have the legal descriptions from their surveys because they have to apply for these permits. When Mr. Miller did that to get that information as part of a public records request, this is what was determined and this was what the City provided back to Mr. Miller indicating you cannot allow encroachments. You must have open space because you have certain areas within there that are required under the original development permit. Therefore, this is coming back on your agenda to give your District Manager the direction to proceed with sending a different letter to these homeowners and a different letter states, you need to remove the encroachment that is on CDD property.

Mr. Pulcini: It is not an agreement anymore.

Ms. Wald: There is no agreement anymore unless the City is going to allow less open space.

Mr. Pulcini: Why don't we give them time to contact the City and see if they can work it out with the City?

Ms. Wald: They are not going to be able to work it out with the City because if they have gone through and dumped the permit, and now it is determined that the permit was done for

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whatever reason improperly, because it was not determined that there was that easement in place. Whomever made that determination, whether it was the surveyor, the contractor, or the City, the City is going to make that determination.

Mr. Pulcini: Is this the case even if the City made the mistake to issue the permit?

Ms. Wald: Yes. If the City makes the mistake in providing the permit or even closing the permit out, the City can always go back and say you have to fix this.

A Resident: Don't some of these encroachments prohibit the landscapers from accessing certain areas? Why would we, again, open this *pandora's box* of problems? Why would we allow these exemptions essentially to even exist?

Mr. Pulcini: It is already there.

The Resident: I understand that.

Mr. Lowe: They just re-connected it.

Mr. Pulcini: That has been there since the property existed.

Mr. Lowe: Exactly. They never addressed it.

The Resident: The landscapers will figure out a way around it, maybe, but again, it comes back to time and maybe this is part of the problem. We are not helping them be efficient in getting their job done.

Mr. Pulcini: I personally do not think they will see that as being helped.

Ms. Wald: The direction Mr. Miller is seeking is to send the letter obviously, that the encroachment cannot be there, but it is the time period that you are looking. Most of these, I believe, were only looked at a few months ago, were fences, correct?

Mr. Miller: The first 19 were fences and the 20th one is minor construction.

Mr. Lowe: Assuming there is no agreement anymore, the option of 60 days is probably more reasonable because now they do not have a choice. It must be removed.

Mr. Pulcini: How many days?

Mr. Lowe: Sixty days.

Mr. Pulcini: The longer, the better.

Ms. Kooiman: I believe it should be 45 days.

Mr. Lowe: It is not a big deal, but before it was an option for them to actually have an agreement with us.

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A Resident: I just have a question because a majority of them are fences. In order to comply, let us say it was approved back for a five-foot easement, now it is 10 feet they are telling us. What if that 10 feet ends up being in the pool? Do you have to move the pool?

Mr. Pulcini: Yes.

Mr. Lowe: The pool was approved by the City.

Ms. Wald: The easement that we are talking about is the CDD's easement, and as to the encroachment on the fence line, again, it really depends on where it is. If it is within your property, then as a homeowner, it can at least be moved back. If it is not and it is on the CDD encroachment, it must be removed and with that, if it is not removed by the homeowner, the CDD has the right to remove it because it is their property. In regards to a pool area, I cannot give you an answer as to what you are going to do other than if it is going to be an obstruction as to that area, it is still going to have to be removed. I do not know what you would do.

The Resident: Where do I go to find out?

Ms. Kooiman: I just put in a pool last year, so I am a little familiar with it. There is a building line, and then there is the easement beyond that, and you are not permitted to put the pool even beyond the building line. If someone constructed the pool as they were supposed to, according to the survey, it could not happen.

The Resident: What if tiles would have to be removed?

Ms. Kooiman: That encompassed the tile as well, not just the water surface.

Mr. Lowe: Do we agree with 60 days?

Mr. Pulcini: The longer, the better.

Mr. Lowe: Sixty days.

Mr. Miller: Was that just direction or a motion?

Ms. Wald: I would make a motion because you are counter-acting a prior motion.

There being no further discussion,

<p>On MOTION by Ms. Kooiman, seconded by Mr. Lowe, with all in favor, the District Manager was authorized to send a 60-day notice to residents with property encroaching on the CDD's easement to remove the obstruction.</p>

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iii. Insurance Coverage Quotation

Mr. Miller: In your pamphlet I made reference to It and I then delivered because they had given me a number, but I wanted to see the insurance rates. I re-printed it and it is on the table in front of you. Basically, next season when we get ready to do budgets and insurance, I want to call a workshop so we can get together on this. I am happy to report they are holding our insurance premium constant to prior years. We have not had a rate increase essentially in three years. The only change I made to it is I requested them, knowing full well that the \$50,000 we have for the insurable interest of our irrigation pumps and electronic controllers, they had it at \$50,000, which was one time a good number, it is now below that. In fact, it is between \$70,000 and \$75,000, so they raised it up to \$75,000 per my request and it did not change our price at all.

Mr. Lowe: Can we update the total number of assets?

Mr. Miller: We did not because I am in the process now of trying to find the records from 2011 when we purchased benches and other items. Basically, if we had it in the accounting records that came to us, it was on that list. If there are other items and embellishments we may have added, it is not. I mentioned to them about the new screens we put over our tot lots. It is not listed on that. It will be picked up by an endorsement, but it will not change our cost. We also added as part of our insurance protection plan as we remove our tennis court nets and as we take down our entrance gates and everything else, we will be taking down those covers, should we be faced with it.

Mr. Lowe: That is not my question. This \$3.2 Million could be understated, since we have not seen it since 2011. I guess before October 1st comes around, my suggestion is to quickly go through this and look at the big items, such as the tot lots and pump stations.

Mr. Miller: We walked for the insurance people and I walked the property seven weeks ago, and the lists that you have here are all of our big items, and the question then was raised, do we have enough coverage in the clubhouse to cover all of our interior items? If we cannot identify the individual price on every chair or every table, to come up with it, they have a standard rate they recommend and that is what you have been using for the last number of years, so I did not attempt to change it this time. That would be something we could discuss in a workshop next year, probably in May or June.

Mr. Lowe: I guess the direction will be maybe if you can get it by October, fine, if not, it is what it is, but to have the list of all assets because this should be updated every year.

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Mr. Miller: I have a list of all of our assets. I just do not have prices on a series of items. The primary reason I brought it up is that by Florida law we must have insurance or at least a binder on it as of October 1st.

Mr. Lowe: Do you need an approval for this?

Mr. Miller: It is in the budget. I do not think we need one because the first payment is due October 1st, and it is in next year's budget. We do not have to approve for it at this time. I will hold the invoice until October 1st.

iv. Street Light Replacement

Mr. Miller: Some months ago I was talking to the Board about the possibility of maybe even doing a test, and even brought in and showed you what a beehive looked like or a corn roll, whichever terminology they were using, to use LED lights for street lights. Subsequent to that very recently, in talking with FP&L, I determined they have a new program and they are willing to work with us, because of the way the numbers work out, with the exception of our premium lighting which we bought and paid for and are depreciating which are down on Monterra and you can tell the difference. They come up with a big arm hanging down. Those we are leaving as they are because we would have to pay for replacing those items. I do not want to get into that from an accounting standpoint at this time unless we need to, but with regard to every other light, 356 or 357 of them in the community, FP&L or their contractor will replace the physical item that is on the top because technically we are buying from them or leasing them. That will be replaced. A new lighting system will go in, all LED, and we are going to save approximately \$400 a month based on our current usage for street lights.

Mr. Lowe: How much does it cost?

Mr. Miller: There is no cost. The cost of removing that is being incorporated into this. There is actually more savings. We had seven different accounts to cover the various sections and they gave me a complete breakdown on all of it. If their numbers are correct, I have no reason to doubt it because I ran my own numbers on their usage.

Mr. Lowe: Is there any reason we would not do this?

Mr. Miller: Absolutely not. The only thing we will run into, is it will take four months for them to get the materials and it will probably take another two months to get them all installed, so we are looking at the effectiveness approximately six months from now.

A Resident: Does that include the Estada entry lights?

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Mr. Miller: Yes.

v. 2015 Bond Rating Downgrade Discussion

Mr. Miller: I became aware of the bond rating and began looking into it when they were first announcing this with regards to the possibility of rating the bond. The main rating company, Standard & Poor, changed their format in how they rate bonds. It has nothing to do with the issuer of the bonds, in that case, us. It is simply a way they used to account for certain factors such as the population in the area, the employment rate in the area and the average income in the area. They assign weightings to a whole laundry list of things to come up with a rating. They changed that rating technique. It affected everyone Special Taxing District, it does not even have to be a CDD, that had issued a bond in 2015, which happened to be the time we did it. That is the only reason it was downgraded. They did not even look at our numbers and financials.

vi. Monterra Preserve Area Discussion

Mr. Miller: We were in communication last week. The growing season for Florida obviously has impacted us and the natural grasses in the area have grown. The water level has increased because of rain, and as such, the water-borne plants in that area have bloomed and blossomed. That also means some of the invasive plants that are in there such as Water Hyacinths and others, also bloomed. The area became looking as if you were going out into the Everglades. It looks natural. That is a different vista than what a resident had when he moved in. With respect to what we are doing right now, we are bound to remove or continue to fight to remove any invasive species. We have two different people watching our areas. We have Ecoblue, which is a company that is actually doing the work. They have experts on those issues, and then we have a special contract with a gentleman, who, on a quarterly basis, looks at our two wetland preserves independently, if anyone else gives us a report on it. I am under the impression from talking to those two people as well as some other people I am dealing with on another preserve at another CDD, basically all we can remove is trash that is in there, and invasive plants. In order to get rid of the invasive plants that were low growing and the Hyacinth, Ecoblue used an herbicide, I do not know if it was Round-up. I would hope it is something else because there is another kind they should use in that area and right at the moment, if you were to go to the area and look at it, it looks terrible because we have great, big splotches of brown. By law, we have to get rid of the plants and that is what we have done. However, I counted 17 floating Water Hyacinths last Thursday, and there may be more. It is an area that is both beautiful to the eye of some, and horrible to the eye of others, but we live in a swamp, it is called Florida and the swamp is trying to reclaim.

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Mr. Lowe: How often do we maintain, replace or remove those plants?

Mr. Miller: As needed, as recommended by two people, primarily Ecoblue because they are there monthly.

Mr. Lowe: What happened with the schedule the past 12 months? How many times have they been there?

Mr. Miller: They have been there 12 times. Our consultant has been there four times. They are on contract, each one of them. Ecoblue also does all of our other lakes too. I want Ecoblue to take a look at perhaps embellishing the lakes we have. I know we have bank erosion problems we need to address, but at some point in time, we may consider, because we have a potential midge problem, the worms that grow and then the flies that then come around, is to put some water plants in our lakes, not necessarily behind homes, but in various areas to be habitat to fish. We have tried stocking lakes in the past. They have not had a good habitat to live long.

Mr. Lowe: From what I hear, it does not appear we have any missing maintenance.

Mr. Miller: Based on what I have seen, and believing our consultant, we are on schedule here.

A Resident: Absolutely not true at all. In fact, I called the arborist today in Cooper City. She said they specifically put a six-foot berm on that chain link fence to the water and put in sod so they can mow it, keep all the weeds down, keep all the Sawgrass and all that out specifically, which the person that sold the house to me and lived there for six years said that it was maintained beautifully. Every once in a while she had to go and talk to the pond contractor we had for the neighborhood to keep it down. Since I moved in there the first maybe month or two, they took care of it perfectly. They were out there mowing it, they were keeping it beautifully and it just went right down the water and they actually have fanboats out there spraying, and keeping the Hyacinth down. Now it is disgusting. It looks like a ditch and it has changed in one year since I have been there. I do not know who was taking care of it before, but no one is taking care of it now and it looks terrible.

Mr. Lowe: I am puzzled because this is a completely different story from what I hear. It is like we live in two different communities.

Ms. Kooiman: I am confused about taking care of it. There is a 10-foot easement where, as homeowners, you are not supposed to be mowing next to a lake.

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The Resident: We will get back to that because the area between my fence and the chain link fence has not been taken care of. The other one belongs to the CDD.

Mr. Miller: It has been added to the mow list and they have mowed it.

The Resident: They mowed it once, and it looks terrible again. In fact, I went to them today to ask them to mow it.

Ms. Kooiman: As a homeowner, you need to go through Ms. Mihailovschi.

The Resident: I am not going to go through her.

Ms. Kooiman: You have to because I would say as a homeowner go mow my place and Mr. Lowe would say you need to mow behind my house.

The Resident: It is easy for you to say because you sit on the Council, so you probably have a beautiful view and your yard is taken care of perfectly.

Ms. Kooiman: I do it.

The Resident. You have spoken about how green your grass is and how beautiful your lake is, but mine is not. I do the work myself too. In fact, I am about to do some more work. I am not kidding here. This is frustrating me beyond belief. My house looks like garbage behind it now.

Ms. Kooiman: We are trying to figure out what specifically you are referring to.

The Resident: I have been talking about this for two months. Go look at it.

Ms. Kooiman: I do not know your house sir, but I do know the nature preserve because my dogs have gotten out there, but it is nature and we are not to mow within 10 feet.

The Resident: When they built the property, they specifically put sod down on that side of the chain link fence to the water. If you go and look at it, it was grass, now it is three feet tall. It was always maintained, it was always beautiful and they did keep the Hyacinth down, which, by the way, we were way behind on it, we just dropped the ball there, and it has just been sprayed. Yes, it looks dead and I understand it is going to look like bad for a little while until the Hyacinth dies, and it dies into the water. My concern now is that it needs to be sprayed again. They Hyacinth is not dead. The bushes are growing. That pond is almost overtaken. There will not be a pond here for too long.

Mr. Lowe: We definitely need to follow some type of protocol. I certainly sympathize with your frustration, but just imagine 1,000 residents talking to these people. They will never get

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anything done. Secondly, this is the first time in my recollection that we have ever had this item on the agenda.

The Resident: I have been talking about this for two months. I have been begging for help.

Mr. Lowe: This is a public agenda and you can actually see it and this is the first time to my recollection in the past two years that I have been sitting on this side, that we are actually talking about the nature preserve.

The Resident: For the last two years, it has been taken care of. It just stopped six months ago.

Mr. Lowe: Again, this is what I would suggest. Either Ms. Mihailovschi, Mr. Miller or one of these people over here is going to go tomorrow.

The Resident: They have been to my house.

Ms. Mihailovschi: He came to the clubhouse and I already went with Mr. Popowitz behind his home and I took him and told him this is where you have to mow.

The Resident: You guys are misunderstanding. There are two places that are not being mowed. There is my fence and the chain link fence. That is the CDD. From the chain link fence to the water, there is another sodded area that has always had grass and has always been maintained beautifully. When I moved in, it was perfect. It looked beautiful.

Ms. Wald: What is your address?

The Resident: It is 3120 84th Way in LaCosta.

Mr. Lowe: Let us start section by section. The area that is the property of the CDD that is supposed to be mowed. Has that been mowed?

The Resident: It is not being mowed. It was mowed once, and I continually ask.

Mr. Lowe: Can we elevate that to somewhat of a priority?

Mr. Miller: That is why it has been mowed. It was not being mowed.

Mr. Lowe: What about the area after the chain link fence?

The Resident: It has not been mowed.

Mr. Lowe: That is part of the nature preserve.

The Resident: Yes, but it was specifically put in there to maintain.

Mr. Lowe: I understand that. What is the recommendation?

Mr. Pulcini: Did you say it was not being mowed?

Mr. Miller: It was missed. I do not know who was mowing it prior.

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Mr. Lowe: It was Equator obviously, and just like Estada, it was missed.

Mr. Miller: Once I became aware of it, I asked BrightView and they did mow it.

Mr. Lowe: Obviously, we are paying for four times per month.

Mr. Miller: That is one of the places I found one of those trampolines I was talking about.

Mr. Lowe: What about the area after the chain link fence?

Mr. Miller: Beyond the other side of the chain link fence, I asked for a lawnmower to go on the inside and come back, one pass. We potentially have a problem with that. What I am suggesting is that I get in contact with our Ecoblue people to include our consultant and that we visit your property again and see if we can get a resolution to that. I did hear of something being said about a berm. I believe the berm is on what would be the west side of that. I did not notice a berm underneath the fence.

The Resident: There is a chain link fence in front of it. From the chain link fence to the natural preserve, the water, it is chained off. There was a berm that was specifically put in and sodded. It was grass and it has always been grass, and it has always been maintained. Now it is weeds and plants and things growing through the fence and it looks horrendous.

Ms. Kooiman: There is an ordinance from Broward though that we cannot mow within 10 feet of a body of water, correct?

Unidentified Speaker: I think he is talking beyond 10 feet.

Ms. Kooiman: Is it 10 feet?

Unidentified Speaker: He is talking about entire sections.

The Resident: There are two sections which are not being mowed.

Ms. Kooiman: We got it between his fence and the other fence, but within the natural preserve we cannot do 10 feet.

The Resident: This is what it looks like.

Mr. Lowe: This is after the chain link fence.

The Resident: This is after the chain link fence and then there is also a storm drain that leaks and goes into other lakes and is completely blocked by Hyacinth, which is a flood runoff. This is a violation too. You are supposed to kill this invasive species.

Ms. Kooiman: That is what Ecoblue did, did they not?

Mr. Miller: That is what we are trying to do.

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The Resident: Aside from the Hyacinth, I agree Ecoblue did come in there and they sprayed it and it is dying. It needs to be sprayed again, but the grass from the chain link fence to the water needs to be maintained.

Mr. Miller: As I suggest, let me get in contact with Ecoblue people and also our consultant, Brad, and the three of us will look at it and we will see what kind of a situation we are in, then I will write a report and email it to each Board member, that way we do not have to wait a long time.

Mr. Lowe: Send us some pictures and send us a specific recommendation obviously.

Mr. Miller: Absolutely. I am just pre-thinking at this point, but there is a possibility that the grass on the inside of the preserve was put there improperly and maintained improperly in years past. I do not know, but let me research that, but I did not want to not bring it up. Our preserve area is an important element, and we will go from there.

vii. Status Report on Current Projects Underway

Mr. Miller: The one I am primarily working on at this point is speed bumps. It was brought to your attention last month. I do not have a handout for you today because I just got this telephonically before the meeting. I have been having difficulty finding a qualified engineering company to conduct such a project. I was given a name by our attorney following last month. I have had a little communication problem there. We got it straightened away today. Basically for them to measure the speed to see if we have any hope of getting a speed bump on our two main roads, and I am having to check five places, will be \$4,500, and I do not know if the Board wants to spend those kinds of dollars.

Mr. Lowe: Is that just to check the speed to see if the bumps will make a difference?

Mr. Miller: No, just to see if we meet the code. The City code is that 85% of the people passing in that area are 10 miles an hour or faster than the posted speed limit.

Mr. Lowe: They will have to go with a gun and measure traffic for a few hours.

Mr. Miller: There are three ways to do it. You can put hoses down that you run over and click it, you can set up a speed trap camera to capture them that way or they can sit out there for a period of time with a speed gun and check people as they are coming back. Their recommendation is not to use the speed gun because as soon as people see it, they are going to slow down. Either the tubes or the rubber hoses, that is even being replaced because they can cause a problem by in some places they are using a laser. It bounces off and comes back so that any car either way is being registered.

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Mr. Lowe: This is just a cause to evaluate. What is the ballpark figure of the actual bumps?

Mr. Miller: We have not developed that yet because they need more information, not only that, the more important thing is in talking to the City Building Department, there has to be 750 feet of straight road. It cannot be used as a primary emergency ingress and exit. That is the two we are having the problems with. I have talked to a bunch of people around the county, and a couple of the cities are reluctant to put in speed bumps. We just happen to live in one, and they have not approved speed bumps in a long time I am told, but I cannot quote a source on that, but their rules here to get into it, and I provided that in your handout last month, is very restrictive and I do not know that it is worth \$4,500 to do a survey or a study that they would say is fine, but based on that we still cannot approve this. My recommendation as much as I am concerned about safety in the community, maybe we need to get more speed signs up, maybe we need to get BSO in here and run a speed trap for a while to try to slow some of them down. I am concerned, I was here last Thursday at school bus time. We certainly have a moral obligation to our residents and our children.

Mr. Lowe: Getting a speed bump is a long shot.

Mr. Miller: Yes.

A Resident: Can you allow BSO to come in and just use some speed traps on a monthly or quarterly basis?

Mr. Miller: I will explore what needs to be done to have some BSO presence because they are currently the City's police support.

EIGHTH ORDER OF BUSINESS

Audience Comments

A Resident (Wes): I wanted to just talk to you about an incident which occurred. I think you all know who I am, my history here and I appreciate all of your continued efforts to keep our District intact. I have done everything I think you would expect a homeowner, and I happen to know the system. I have done diligently to get work done behind my home. Ms. Mihailovschi has been nothing but helpful. I know her hands are tied somewhat as to the speed at which those things can be done, and I think I have been nothing but patient throughout the process. I came in last Friday because Ms. Mihailovschi asked me to follow through if the work behind my home had been completed. She was not in the office that weekend and she had wanted to know and said it was going to get done Friday for sure. It had not gotten done, so I happened to be in the neighborhood and I stopped in at the clubhouse. Mr. Antoine was in the office and I stepped in, I

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first introduced myself to the receptionist and she asked me to go inside and that Mr. Antoine was in the office. I tapped on the door and walked inside the office. There are no chairs. Mr. Antoine was busy with his phone at the time I walked in. I asked him to please give me some attention. He knew who I was because Mr. Antoine and I have actually spoken on the phone, so he is aware of my issue. I am not a complete stranger to him. After about the second or third eye roll I got from him, it was clear that he just had better things to do with his phone than pay any attention to me and the two-month long process that I have been going through. His exact words were, *I cannot do anything. You need to talk to Ms. Mihailovschi, she will not be back until Monday.* Okay, Mr. Antoine, no actually you can do something and it was what are we going to do about getting the grass and the hedges cut behind my home? You have the power to contact the vendor, and you have the power to let her know I was here. Nothing was going to happen until I started to escalate it with, *Mr. Antoine, you are sitting in the manager's office. This is your job. You are aware of what is going on.* He at that point decided to get on his phone and call Ms. Mihailovschi. He handed me his phone. That should have been about where it ended. Unfortunately, Mr. Antoine, while I was on the phone with Ms. Mihailovschi, explained to her why I was having to speak to her because I could not get anything done with Mr. Antoine. He is yelling, obviously it is loud inside that office because it is small, so there is a lot of echo. I am on the phone with Ms. Mihailovschi, going *you hear what I am dealing with, right?* It was so unprofessional the way he was treating me or just any homeowner. I found it to be unsatisfactory on many levels. In fact, I do not know if there is a camera inside that office, not that it would pick up his eye rolling and his just absolute lackadaisical, nonchalant attitude about trying to get something done for as long as I have, and what you are advising this homeowner to do, Ms. Kooiman, that is exactly what I have been doing, to get the work done properly. It could not get done. I walked in, Ms. Mihailovschi got on the phone. I stepped outside of the office because I needed to hear Ms. Mihailovschi because Mr. Antoine was saying, *I was not doing that, that is not what I was doing.* This is what I am dealing with, so I step outside the office. At that time, Mr. Antoine finds it in his best interest that he wants his cell phone back that he handed me. *Ms. Mihailovschi, Mr. Antoine wants his phone back, let's give him his phone back, OK we will do this childish game here.* Mr. Antoine then stands outside of the office with this posture the entire time. I am now on the house phone with Ms. Mihailovschi, and I explained to Mr. Antoine, *Mr. Antoine, I do not need you standing there with your hands on your hips like you are trying to instigate something. Go back in your*

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*office. We are no longer communicating with each other. You cannot help me. I am talking to your boss. He stands there. Finally, I think Ms. Mihailovschi got him to go back into his office. We were able to finish our conversation. Ms. Mihailovschi has been nothing but helpful to try to get this process done, but it took over two months for a homeowner who just happens to know what the system is and how it should work to get it done. That is a shame. Then you have someone like that, and, of course, my wife was fed up with it. She posted it and approximately 10 to 12 homeowners instantly were more than happy to post on there, their similar experience with Mr. Antoine. I cannot say that is coincidence. I want Mr. Antoine removed. He is not professional; he is anything but. He has no customer service skills, then he actually got Mr. Nunez. My wife spoke to Mr. Nunez, just to be transparent. She explained to him the situation exactly as I just explained it to you. He was very interested to hear about the negative feedback on the Facebook page because, of course, Mr. Antoine told a very different story. I do not know exactly what that story was. It does not matter because the version I just told is the only truth in the matter. The point is, Mr. Nunez told my wife, *Yes, I have had problems with Mr. Antoine. His customer service skills are not up to what they need to be.* I just want the Board to know if his own boss or his boss's boss thinks that of the man who is sitting in that office, which is supposed to be our first point of contact for a homeowner to come in and deal with an issue, I think it is time for him to go. His own boss does not think he has good customer service skills. That is the incident, that is the situation and I want it to be on record of what actually happened. It is ridiculous that someone would come in here and basically get brushed off that they do not matter. He has absolutely no control, he has no power, all the excuses in the world why he could not get anything done, except the one thing he did do. He got Ms. Mihailvoschi on the phone.*

Mr. Pulcini: One thing you could have done is contact us.

Wes: I did. I sent all of you emails.

Mr. Pulcini: I never received anything.

Wes: I do not know if your email is still valid. I am sure, I thought I had, but maybe I did not. It was not intentional.

Mr. Lowe: The issue at hand is that he has been dealing with this thing supposedly two months, and we do not have a proper escalation process. In other words, once a problem, regardless of what it is, goes into your ticket system or your punchlist, once that hits two weeks, for example, is when we should actually know. We should not wait two or three months because

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obviously the level of frustration goes to a new level. We need to know at week number two or three, but certainly not two months. It is obviously late for us to do any type of service recovery. The direction over here, in your ticket system I is to figure out a way that if we have a continuous problem, whatever it is past two weeks, and for whatever reason we cannot resolve it, I do not care if it is a problem with a vendor, a problem with a homeowner, or a problem with the Board, it is to be escalated to the next level. I have said two weeks arbitrarily because that sounds reasonable.

Mr. Pulcini: It should not have gotten to that point where you have a problem. If anyone has a problem, we are here for you guys. We work for you guys.

Wes: You volunteer for us very well, and I appreciate that.

Mr. Pulcini: If you have a problem that is recurring, contact us and then we can contact them.

Wes: I believe kind of what Ms. Kooiman and Mr. Lowe said, you do not want homeowners going to vendors because that would be 1,000 plus homeowners, and I appreciate and respect your time, as you know I sat on that side of the table. I would not want homeowners calling me every time there is a problem. That is why we pay Castle Group the money we do, so that you do not have to field those phone calls. I appreciate that you guys at least took the emails. I did not expect responses, but I wanted you to be aware of the communication. I had a conversation with Mr. Miller and he was helpful and transparent about what was going on basically and in nice words he told me, *Wes, we are working. We have a lot of things going on. Please be a little more patient and it is going to get done.* It did, but ultimately the final straw was walking in and Mr. Antoine, I do not know if he was playing a game or what he was doing on his phone, but this person cannot even make eye contact with you.

Mr. Lowe: Not that we do not believe anything you said, but just to hear the other side of the point. What is the other side?

Wes: When I gave his phone back and he walked away, I did *flip him the bird*. That is on the record now.

Mr. Miller: If we are getting into a personnel discussion, that is a different kind of meeting the Board needs to have. All we need to do here is two things. First of all, acknowledge that it has been brought forward, and that is the case. I would like to ask one question. You and I had talked twice the week before that. Why didn't you call me?

Wes: I did call you. I left you a message and you did not call me back.

Mr. Miller: I apologize for my equipment then, because I never got the message, because I would have stepped in that evening. With respect to not mowing your grass at that point, I told you earlier in the week that we would get it done by the end of the week. We had a different scheduling there. The schedule I had is that BrightView was going to take care of it on Saturday. We did not know at that time that they were not allowed to come onto your property to do the mowing. It was not until Monday or Tuesday that Mike showed up to go behind his house and address it.

Wes: This is the communication between what I have tried to say, is sometimes it feels like it is forgotten about. I know it is not guys, I really do, but the history of the relationship has seemed to prove otherwise. Ms. Mihailovschi did not even know who that management company was that was handling our HOA. I beat them up by saying, *Hey, HOA, you guys do not even know anyone who is on the District.* I believe Mr. Miller attended and when he talked he said, *I am more than willing to go to an HOA meeting if I am invited.*

Mr. Miller: Which I did last Thursday.

Wes: I blew them up and said, *Guys, you have got to meet this guy. He is on point with what is going on around here.*

Mr. Lowe: The action item is that we do need to have an escalation process.

Mr. Miller: Absolutely.

Mr. Lowe: Whether it is in a closed meeting or after, I do want to get to a point. It is not like we try to hide anything. Number three, on behalf of the CDD, please accept our apologies. At the end of the day, these are all our employees. These are all our workers and just like any regular corporation, I just happen to sit at the middle of the table, so for whatever that is worth, please accept our apologies and whatever cost to you. The worst part of that which I saw, was not the actual original pictures, it was the fact that when we went over there, we created a mess. It is OK when you go to a restaurant and you have a bad meal, but it is not OK when they take that meal and they still screw it up. When you have a mistake, you have an opportunity to create what is called a service recovery. You recover from that mistake and you delight the customer with something else. You do not double screw the customer. That second picture that I saw, with all the grass all over the place, that to me was bad. We cannot get the first one right and we cannot get the second one right.

Wes: Again, as soon as I was able to reach out to Ms. Mihailovschi, the crew was out there the next morning cleaning it up.

Mr. Lowe: That should never have gotten to that second email.

Wes: Understood, but it is just the level of what it took to get this accomplished.

Mr. Lowe: We will work on that.

Wes: We cannot keep turning the other cheek here because that is just way the system works with 500 acres of property to maintain, but when you have negative customer service experiences going on, that is not acceptable, because ultimately, I hate to say it, but most of the reasons people are coming in are to complain. There are not very many people coming in there and giving you *pats on the back* for a job well done. I wish they did, but the reality is they do not. If he cannot take criticism or getting a job done which is ultimately his responsibility, he does not need to be in the building.

Mr. Lowe: Point taken and again, we apologize for this mishap and believe me we do treat, at least from my perspective, and I can speak for the rest of the Board, we are watching Estada just as much as we are watching here and we accept the fact that area has been forgotten in the transition. If there is a mistake, the buck stops over here.

Wes: One of Mr. Antoine’s famous comments was, when I first spoke to him, he did not know and actually his exact words were, *we do not take care of Estada*. That was the first mistake he made. Of course, I immediately corrected him.

NINTH ORDER OF BUSINESS

Supervisors’ Requests

Hearing no requests from Supervisors, the next order of business followed.

TENTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Lowe, seconded by Ms. Kooiman, with all in favor, the meeting was adjourned at approximately 8:05 p.m.

George Miller
Assistant Secretary

Ricardo Lowe
Chairman

Fourth Order of Business

**Monterra
Community Development District**

*Financial Report
September 30, 2018*

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**Monterra
Community Development District**

Financial Statements

(Unaudited)

September 30, 2018

Balance Sheet
September 30, 2018

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>SERIES 2005A DEBT SERVICE FUND</u>	<u>SERIES 2015 DEBT SERVICE FUND</u>	<u>TOTAL</u>
<u>ASSETS</u>				
Cash - Checking Account	\$ 298,299	\$ -	\$ -	\$ 298,299
Cash On Hand/Petty Cash	500	-	-	500
Accounts Receivable	80	-	-	80
Investments:				
SBA Account	645,185	-	-	645,185
SBA Account Reserves	352,070	-	-	352,070
Interest Account	-	-	51	51
Interest Account A	-	20	-	20
Prepayment Account	-	3,134	-	3,134
Prepayment Account A	-	155,635	-	155,635
Principal	-	-	25	25
Redemption Fund	-	-	11,709	11,709
Reserve Fund	-	-	254,703	254,703
Reserve Fund A	-	7	-	7
Revenue Fund	-	-	231,173	231,173
Revenue Fund A	-	3,087	-	3,087
Sinking fund	-	9	-	9
Sinking Fund A	-	6	-	6
Deposits	16,305	-	-	16,305
TOTAL ASSETS	\$ 1,312,439	\$ 161,898	\$ 497,661	\$ 1,971,998
<u>LIABILITIES</u>				
Accounts Payable	\$ 16,377	\$ -	\$ -	\$ 16,377
Accrued Expenses	113,075	-	-	113,075
TOTAL LIABILITIES	129,452	-	-	129,452

Balance Sheet
September 30, 2018

<u>ACCOUNT DESCRIPTION</u>	<u>GENERAL FUND</u>	<u>SERIES 2005A DEBT SERVICE FUND</u>	<u>SERIES 2015 DEBT SERVICE FUND</u>	<u>TOTAL</u>
<u>FUND BALANCES</u>				
Restricted for:				
Debt Service	-	161,898	497,661	659,559
Assigned to:				
Operating Reserves	425,078	-	-	425,078
Reserves - Clubhouse	41,338	-	-	41,338
Reserves-Gates/Guardhouses	41,338	-	-	41,338
Reserves - Hurricane	41,338	-	-	41,338
Reserves- Irrigation System	41,338	-	-	41,338
Reserves - Landscape	41,338	-	-	41,338
Reserve - Lighting	20,669	-	-	20,669
Reserves - Pools	41,338	-	-	41,338
Reserves - Roads and Sidewalks	82,675	-	-	82,675
Reserve - Security Features	41,338	-	-	41,338
Reserve - Wall & Fence Perimeter	20,669	-	-	20,669
Unassigned:	344,530	-	-	344,530
TOTAL FUND BALANCES	\$ 1,182,987	\$ 161,898	\$ 497,661	\$ 1,842,546
TOTAL LIABILITIES & FUND BALANCES	\$ 1,312,439	\$ 161,898	\$ 497,661	\$ 1,971,998

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds (1)	Forecasted Funds (2)	Total Projected Amount (3)	Variance To Budget Fav (UnFav) (4)	Total Projected As a % of Budget (5)
REVENUES							
TOTAL REVENUES	\$2,427,114	\$2,486,702	-	-	\$2,486,702	\$59,588	102.5%
EXPENDITURES							
Administrative	98,440	120,483	-	-	120,483	(22,043)	122.4%
Property management and security	520,246	519,243	219	-	519,462	784	99.8%
Maintenance: Gate/Fence	71,183	101,032	2,507	-	103,539	(32,356)	145.5%
Maintenance: Lakes	206,458	153,755	49,350	-	203,105	3,353	98.4%
Maintenance: Landscape/Hardscape	788,010	834,925	73,802	-	908,727	(120,717)	115.3%
Maintenance: Pool	23,900	21,792	-	-	21,792	2,108	91.2%
Maintenance: Other	145,704	159,620	1,455	5,169	166,244	(20,540)	114.1%
Utilities	236,300	232,903	-	-	232,903	3,397	98.6%
Other Expenses	58,641	48,336	362	-	48,698	9,943	83.0%
Contingency	278,232	87,614	64,941	-	152,555	125,677	54.8%
TOTAL EXPENDITURES	2,427,114	2,279,703	192,636	5,169	2,477,508	(50,394)	102.1%
Excess (deficiency) of revenues Over (under) expenditures	-	206,999	(192,636)	(5,169)	9,194	9,194	
Net change in fund balance	-	206,999	(192,636)	(5,169)	9,194	9,194	
FUND BALANCE, BEGINNING (10/1/2017)	975,988	975,988	-	-	975,988	-	
FUND BALANCE, ENDING	\$975,988	\$1,182,987	(\$192,636)	(\$5,169)	\$985,182	\$9,194	

Notes

- 1.) Committed Funds are balances from signed contracts which have not been paid yet.
- 2.) Forecasted Funds are balances which are expected to be needed prior to year-end but no signed contract exists at this time.
- 3.) Total Projected amounts are the anticipated year-end balances for each category.
- 4.) Compares the total projected amounts to the adopted budget. Favorable variances are positive; Unfavorable variances are negative.
- 5.) Compares the total projected amounts as a percentage (%) of the adopted budget.

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Forecasted Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
REVENUES							
Interest - Investments	\$ -	\$ 18,498	\$ -	\$ -	\$ 18,498	\$ 18,498	0.0%
Room Rentals	-	200	-	-	200	200	0.0%
Interest - Tax Collector	-	1,041	-	-	1,041	1,041	0.0%
Rental Income	-	1,050	-	-	1,050	1,050	0.0%
Non Resident Fee	-	60	-	-	60	60	0.0%
Membership Cards	-	1,065	-	-	1,065	1,065	0.0%
Special Assmnts- Tax Collector	2,427,114	2,441,170	-	-	2,441,170	14,056	100.6%
Gate repair refunds	-	5,619	-	-	5,619	5,619	0.0%
Decal headlamp/windshield	-	14,150	-	-	14,150	14,150	0.0%
Other Miscellaneous Revenues	-	3,349	-	-	3,349	3,349	0.0%
Gate Bar Code/Remotes	-	415	-	-	415	415	0.0%
Access Cards	-	85	-	-	85	85	0.0%
TOTAL REVENUES	2,427,114	2,486,702	-	-	2,486,702	59,588	102.5%
EXPENDITURES							
Administrative							
P/R-Board of Supervisors	2,800	-	-	-	-	2,800	0.0%
FICA Taxes	214	-	-	-	-	214	0.0%
ProfServ-Arbitrage Rebate	1,800	-	-	-	-	1,800	0.0%
ProfServ-Dissemination Agent	1,800	139	-	-	139	1,661	7.7%
ProfServ-Engineering	15,000	21,811	-	-	21,811	(6,811)	145.4%
ProfServ-Property Appraiser	2,216	2,216	-	-	2,216	-	100.0%
ProfServ-Trustee Fees	10,500	9,768	-	-	9,768	732	93.0%
Attorney Fees	18,000	44,143	-	-	44,143	(26,143)	245.2%
ProfServ-Web Site Maintenance	500	1,132	-	-	1,132	(632)	226.4%
Auditing Services	4,200	7,500	-	-	7,500	(3,300)	178.6%
Postage and Freight	750	406	-	-	406	344	54.1%
Rentals & Leases	2,400	133	-	-	133	2,267	5.5%
Insurance - Property	25,743	22,883	-	-	22,883	2,860	88.9%
Insurance	7,242	6,676	-	-	6,676	566	92.2%
Printing and Binding	2,500	1,249	-	-	1,249	1,251	50.0%
Legal Advertising	1,500	941	-	-	941	559	62.7%
Other Current Charges	750	1,044	-	-	1,044	(294)	139.2%
Office Supplies	350	242	-	-	242	108	69.1%
Dues, Licenses, Subscriptions	175	200	-	-	200	(25)	114.3%
Total Administrative	98,440	120,483	-	-	120,483	(22,043)	122.4%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Forecasted Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
<u>Property management and security</u>							
ProfServ-Mgmt Consulting Serv	53,045	54,643	33	-	54,676	(1,631)	103.1%
Onsite Maintenance	43,051	43,051	-	-	43,051	-	100.0%
Onsite Property Manager	26,697	27,847	-	-	27,847	(1,150)	104.3%
Attendant	112,845	112,845	-	-	112,845	-	100.0%
Security	284,608	280,857	186	-	281,043	3,565	98.7%
Total Property management and security	520,246	519,243	219	-	519,462	784	99.8%
<u>Maintenance: Gate/Fence</u>							
R&M-Fence	12,750	22,590	-	-	22,590	(9,840)	177.2%
R&M-Gate	38,000	34,577	2,507	-	37,084	916	97.6%
Gate Transponders	7,000	9,914	-	-	9,914	(2,914)	141.6%
Gate Camera Systems	13,433	21,206	-	-	21,206	(7,773)	157.9%
Misc-Hurricane Expense	-	12,745	-	-	12,745	(12,745)	0.0%
Total Maintenance: Gate/Fence	71,183	101,032	2,507	-	103,539	(32,356)	145.5%
<u>Maintenance: Lakes</u>							
R&M-Pump Station	23,338	16,985	-	-	16,985	6,353	72.8%
Lake & Wetlands Maintenance	28,320	28,320	49,350	-	77,670	(49,350)	274.3%
Pest Control-Midge Lake Banks	65,000	32,650	-	-	32,650	32,350	50.2%
Pest Control-Midge Lakes	50,000	50,000	-	-	50,000	-	100.0%
Mitigation Maintenance	19,800	19,800	-	-	19,800	-	100.0%
Mitigation Reporting	8,000	6,000	-	-	6,000	2,000	75.0%
Pump Station Reserve	12,000	-	-	-	-	12,000	0.0%
Total Maintenance: Lakes	206,458	153,755	49,350	-	203,105	3,353	98.4%
<u>Maintenance: Landscape/Hardscape</u>							
Landscape Contract Administration	12,000	-	-	-	-	12,000	0.0%
R&M-Mulch	50,000	42,550	42,350	-	84,900	(34,900)	169.8%
R&M-Pest Control	101,000	102,199	-	-	102,199	(1,199)	101.2%
R&M-Trees and Trimming	30,000	-	-	-	-	30,000	0.0%
Royal Palm Treatment	15,000	3,223	-	-	3,223	11,777	21.5%
R&M-Pressure Washing	61,980	68,726	-	-	68,726	(6,746)	110.9%
Rust Control	9,600	9,600	-	-	9,600	-	100.0%
Landscape Maintenance	368,400	396,903	31,452	-	428,355	(59,955)	116.3%
Landscape Replacement	30,000	11,533	-	-	11,533	18,467	38.4%
Landscape Replacement-Annuals	10,000	4,978	-	-	4,978	5,022	49.8%
Irrigation Maintenance	76,912	78,628	-	-	78,628	(1,716)	102.2%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Forecasted Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
Irrigation Repairs & Replacem.	23,118	52,078	-	-	52,078	(28,960)	225.3%
Misc-Hurricane Expense	-	64,507	-	-	64,507	(64,507)	0.0%
Total Maintenance: Landscape/Hardscape	788,010	834,925	73,802	-	908,727	(120,717)	115.3%
<u>Maintenance: Pool</u>							
R&M-Pools	20,000	20,422	-	-	20,422	(422)	102.1%
Pool Furniture	3,600	820	-	-	820	2,780	22.8%
Pool Permits	300	550	-	-	550	(250)	183.3%
Total Maintenance: Pool	23,900	21,792	-	-	21,792	2,108	91.2%
<u>Maintenance: Other</u>							
Gym Equipment Maintenance	6,500	2,913	-	-	2,913	3,587	44.8%
R&M-General	58,400	70,691	-	5,169	75,860	(17,460)	129.9%
Janitorial Maintenance	66,254	66,422	-	-	66,422	(168)	100.3%
R&M - Water Feature	3,300	7,520	-	-	7,520	(4,220)	227.9%
IT Maintenance	1,750	1,885	-	-	1,885	(135)	107.7%
A/C Maintenance	3,500	353	1,455	-	1,808	1,692	51.7%
Tot Lot Maintenance	6,000	2,951	-	-	2,951	3,049	49.2%
Misc-Hurricane Expense	-	6,885	-	-	6,885	(6,885)	0.0%
Total Maintenance: Other	145,704	159,620	1,455	5,169	166,244	(20,540)	114.1%
<u>Utilities</u>							
Communication - Telephone	7,500	21,078	-	-	21,078	(13,578)	281.0%
Electricity - Entrance	12,500	13,504	-	-	13,504	(1,004)	108.0%
Electricity - Pump Station	62,500	49,302	-	-	49,302	13,198	78.9%
Electricity - Streetlighting	114,500	110,887	-	-	110,887	3,613	96.8%
Utility - Water	16,500	13,098	-	-	13,098	3,402	79.4%
Electric - Monuments	300	258	-	-	258	42	86.0%
Electricity	22,500	24,776	-	-	24,776	(2,276)	110.1%
Total Utilities	236,300	232,903	-	-	232,903	3,397	98.6%
<u>Other Expenses</u>							
Fire Alarm Monitoring	480	895	-	-	895	(415)	186.5%
Contracts-Fire Exting. Insp.	120	106	-	-	106	14	88.3%
Utility - Water	8,000	-	-	-	-	8,000	0.0%
Utility - Refuse Removal	5,000	4,652	-	-	4,652	348	93.0%
Lease - Copier	-	2,386	-	-	2,386	(2,386)	0.0%
Golf Cart	-	2,053	-	-	2,053	(2,053)	0.0%
Backflow Assembly Testing	170	-	-	-	-	170	0.0%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Forecasted Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
Gym Wipes	3,000	2,287	-	-	2,287	713	76.2%
Misc-Holiday Lighting	8,650	8,650	-	-	8,650	-	100.0%
Misc-Special Events	6,000	199	-	-	199	5,801	3.3%
Misc-Licenses & Permits	721	-	-	-	-	721	0.0%
Entry System-Key Fob	1,000	3,161	-	-	3,161	(2,161)	316.1%
Office Supplies	12,000	16,531	362	-	16,893	(4,893)	140.8%
Cleaning Supplies	5,500	5,162	-	-	5,162	338	93.9%
Water Cooler	3,000	1,968	-	-	1,968	1,032	65.6%
Electrical Supplies	3,000	286	-	-	286	2,714	9.5%
Reserve - Equipment	2,000	-	-	-	-	2,000	0.0%
Total Other Expenses	58,641	48,336	362	-	48,698	9,943	83.0%
Contingency							
Misc-Contingency	133,957	-	61,200	-	61,200	72,757	45.7%
Capital Reserve	144,275	87,614	3,741	-	91,355	52,920	63.3%
Total Contingency	278,232	87,614	64,941	-	152,555	125,677	54.8%
TOTAL EXPENDITURES	2,427,114	2,279,703	192,636	5,169	2,477,508	(50,394)	102.1%
Excess (deficiency) of revenues							
Over (under) expenditures	-	206,999	(192,636)	(5,169)	9,194	9,194	
Net change in fund balance	-	206,999	(192,636)	(5,169)	9,194	9,194	
FUND BALANCE, BEGINNING (OCT 1, 2017)	975,988	975,988	-	-	975,988	-	
FUND BALANCE, ENDING	\$ 975,988	\$ 1,182,987	(\$192,636)	(\$5,169)	\$985,182	\$9,194	

**Monterra
Community Development District**

Debt Service

September 30, 2018

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 1,029	\$ 1,029
Special Assmnts- Tax Collector	-	-	30,774	30,774
Special Assmnts- Prepayment	-	-	155,161	155,161
Special Assmnts- CDD Collected	419,250	419,250	256,950	(162,300)
TOTAL REVENUES	419,250	419,250	443,914	24,664
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	150,000	150,000	150,000	-
Interest Expense	270,400	270,400	270,600	(200)
Total Debt Service	420,400	420,400	420,600	(200)
TOTAL EXPENDITURES	420,400	420,400	420,600	(200)
Excess (deficiency) of revenues				
Over (under) expenditures	(1,150)	(1,150)	23,314	24,464
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(1,150)	-	-	-
TOTAL FINANCING SOURCES (USES)	(1,150)	-	-	-
Net change in fund balance	\$ (1,150)	\$ (1,150)	\$ 23,314	\$ 24,464
FUND BALANCE, BEGINNING (OCT 1, 2017)	138,584	138,584	138,584	
FUND BALANCE, ENDING	\$ 137,434	\$ 137,434	\$ 161,898	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ 4,854	\$ 4,854
Interest - Tax Collector	-	-	347	347
Special Assmnts- Tax Collector	1,010,562	1,010,562	1,015,719	5,157
TOTAL REVENUES	1,010,562	1,010,562	1,020,920	10,358
<u>EXPENDITURES</u>				
<u>Debt Service</u>				
Principal Debt Retirement	580,000	580,000	580,000	-
Interest Expense	435,413	435,413	435,413	-
Total Debt Service	1,015,413	1,015,413	1,015,413	-
TOTAL EXPENDITURES	1,015,413	1,015,413	1,015,413	-
Excess (deficiency) of revenues Over (under) expenditures	(4,851)	(4,851)	5,507	10,358
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(4,851)	-	-	-
TOTAL FINANCING SOURCES (USES)	(4,851)	-	-	-
Net change in fund balance	\$ (4,851)	\$ (4,851)	\$ 5,507	\$ 10,358
FUND BALANCE, BEGINNING (OCT 1, 2017)	492,154	492,154	492,154	
FUND BALANCE, ENDING	\$ 487,303	\$ 487,303	\$ 497,661	

**Monterra
Community Development District**

Supporting Schedules

September 30, 2018

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending September 30, 2018

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Apr Actual	May Actual	Jun Actual	Jul Actual	Aug Actual	Sep Actual	YTD Total
Total Revenues	1,004	447,422	1,658,896	23,367	172,122	26,915	69,506	21,238	19,854	36,445	5,445	4,485	2,486,699
Expenditures													
Administrative	40,205	5,824	5,753	227	6,667	7,002	11,148	10,274	4,601	4,036	10,880	13,866	120,483
Property management and security	15,255	69,929	44,419	42,276	43,022	40,499	42,476	42,511	66,942	25,536	47,290	39,088	519,243
Maintenance: Gate/Fence	2,585	6,488	15,223	13,341	12,163	6,543	2,852	13,470	3,996	6,740	2,789	14,839	101,029
Maintenance: Lakes	17,170	6,690	7,860	9,275	7,780	19,275	1,790	23,865	19,805	8,965	18,006	13,275	153,756
Maintenance: Landscape/Hardscape	57,172	42,195	71,621	59,924	148,668	48,604	74,538	74,125	57,913	57,952	65,633	76,580	834,925
Maintenance: Pool	2,325	1,400	1,400	1,600	2,637	1,400	1,575	3,179	1,225	1,689	1,850	1,512	21,792
Maintenance: Other	9,879	8,500	11,068	17,622	8,423	12,453	6,337	30,836	12,162	19,277	14,533	8,529	159,619
Utilities	18,852	19,806	22,117	20,564	20,772	17,784	18,565	18,985	18,491	19,598	18,615	18,754	232,903
Other Expenses	8,232	2,413	3,284	2,487	2,847	2,145	3,477	9,214	3,011	5,230	2,310	3,685	48,335
Contingency	-	5,218	13,059	-	-	-	69,337	-	-	-	-	-	87,614
Total Expenditures	171,675	168,463	195,804	167,316	252,979	155,705	232,095	226,459	188,146	149,023	181,906	190,128	2,279,699
Excess (deficiency) of revenues Over (under) expenditures	(170,671)	278,959	1,463,092	(143,949)	(80,857)	(128,790)	(162,589)	(205,221)	(168,292)	(112,578)	(176,461)	(185,643)	207,000

Non-Ad Valorem Special Assessments
Broward County Tax Collector - Collection Report
For the Fiscal Year Ending September 30, 2018

TOTAL - ALL PRODUCT TYPES

						Allocation by Fund		
Date	Description	Gross Amount	(Discounts)/ Penalties	(Collection Cost)	Net Amount Received	General Fund	Series 2005 Debt Serv. Fund	Series 2015 Debt Serv. Fund
ASSESSMENTS LEVIED FY 2018					\$ 3,467,830	\$ 2,427,118	\$ 30,150	\$ 1,010,561
Allocation %					99%	69.99%	0.87%	29.14%
11/21/2017	11/1 - 11/14/17	754,098	(30,282)	(14,476)	709,340	479,136	-	230,203
12/8/2017	11/1 - 11/30/17	2,197,070	(87,726)	(41,972)	2,067,372	1,456,765	2,062	608,545
12/12/2017	12/1 - 12/5/17	116,208	(4,539)	(2,233)	109,435	72,177	-	37,259
12/29/2018	12/6 - 12/19/17	90,961	(3,070)	(1,758)	86,133	60,032	-	26,101
1/12/2018	12/1 - 12/31/17	76,187	(2,270)	(1,478)	72,438	49,533	-	22,905
2/15/2018	1/1 - 1/31/18	230,966	(6,317)	(1,495)	223,154	172,370	28,712	22,072
3/15/2018	2/1 - 2/28/18	35,678	(352)	(707)	34,620	24,830	-	9,790
4/13/2018	3/1 - 3/31/18	96,190	-	(1,924)	94,266	63,988	-	30,278
5/15/2018	4/1 - 4/30/18	20,776	505	(426)	20,855	15,014	-	5,841
6/15/2018	5/1 - 5/31/18	21,723	652	(447)	21,927	15,830	-	6,097
7/15/2018	6/1 - 6/30/18	47,674	1,430	(982)	48,122	31,495	-	16,627
TOTAL					\$ 3,687,530	\$ (131,970)	\$ (67,898)	\$ 3,487,662
					% Collected	101%	102%	101%
TOTAL OUTSTANDING					\$ (19,833)	\$ (14,051)	\$ (623)	\$ (5,158)

TOTAL - BREAKDOWN BY PRODUCT TYPE

Product Code	Product Description	Amount Levied	Net Amount Received	Net Amount Outstanding
MR	MultiFamily - 2F	\$ 112,228	\$ 112,325	\$ (96)
MS	Townhome - 2F	225,038	225,923	(884)
MT	SF 34'	208,896	209,411	(515)
MU	SF 34' -La Costa	107,206	107,415	(209)
MV	SF 50'	1,116,024	1,121,870	(5,846)
MW	SF 50' - Bella Terra	215,204	216,015	(811)
MX	SF 65'	738,590	744,422	(5,832)
MY	SF 65' Estada	362,598	364,066	(1,468)
MZ	Townhome - 2H	224,634	225,549	(915)
MN	Commercial	157,410	160,665	(3,255)
TOTAL		\$ 3,467,830	\$ 3,487,662	\$ (19,833)

Aged Accounts Payable

Monterra CDD

(Summary, aged as of September 30, 2018)

Aged by due date.

No.	Name	Balance Due	Aged Overdue Amounts			
			Current	Up To 30 Days	31 - 60 Days	Over 60 Days
V00004	FPL - ACH	Phone:		Contact:		
	Total Amount Due	16,221.77	0.00	16,221.77	0.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00007	COMCAST - ACH	Phone:		Contact:		
	Total Amount Due	155.38	155.38	0.00	0.00	0.00
			100.00%	0.00%	0.00%	0.00%
	Report Total Amount Due (USD)	16,377.15	155.38	16,221.77	0.00	0.00
			0.95%	99.05%	0.00%	0.00%

Accrued Expenses
September 30, 2018

<u>Vendor</u>	<u>Service Period</u>	<u>Description</u>	<u>Amount</u>
AT&I Systems	Sept	Gate Repair - Inv# WO-014109	\$ 105
AT&I Systems	August	Gate Preventive Maintenance - Inv# 20634	\$ 340
AT&I Systems	Sept	Gate Repair - Inv# WO-014129	\$ 22
Billing, Cochran & Lyles	August	Monthly General Counsel Meeting - Inv# 151783	\$ 2,650
Billing, Cochran & Lyles	Sept	Monthly General Counsel Meeting	\$ 2,650
BrightView Landscaping	Sept	Removal of Royal Poinciana Branch - Inv# 5958327	\$ 429
BrightView Landscaping	Sept	Removal of Loquat Tree - Inv# 5958328	\$ 857
BrightView Landscaping	Sept	Exterior Maintenance	\$ 34,776
Castle Management, LLC	Sept	Management Services	\$ 20,863
City of Cooper City	Sept	Utility - Water	\$ 875
Kent Security	Sept	Monthly Security Fees	\$ 23,408
Office Depot	Sept	Office Supplies - Inv# 206066450001	\$ 367
People's Choice Pressure Cleaning	Sept	Pressure Washing Various - Inv# 13920	\$ 5,165
Research Irrigation, Inc	Sept	IRR Maintenance	\$ 4,042
Research Irrigation, Inc	Sept	Bubbler at FPL Easement - Inv# 36234	\$ 50
Total Entry Control	Sept	Farpointe Data Proximity Cards - Inv# 34478	\$ 951
Tropical Plant and Pest Services	Sept	Wetlands Mosquito Treatment - Inv# 9212018	\$ 991
Tropical Plant and Pest Services	Sept	Pest / Fertilization Services	\$ 8,333
Ultimate Business Services	Sept	Coffee Supplies - Inv# PR-57406	\$ 289
VIIS Technologies	June	Ticket# 23461/23589 - Inv#310207	\$ 510
VIIS Technologies	June	Ticket# 23410/23476/23674 - Inv#310207	\$ 1,080
VIIS Technologies	August	Ticket# 23821 - Inv#310520	\$ 150
VIIS Technologies	August	Ticket# 23895/23995/24083 - Inv#310746	\$ 1,350
VIIS Technologies	August	Ticket# 24188/24191/24289/24306/24313/24326 - Inv#310816	\$ 2,222
VIIS Technologies	August	Ticket# 24373 - Inv# 310884	\$ 120
VIIS Technologies	Sept	Invoice Number #310990	\$ 480
Grand Total			<u><u>\$113,075</u></u>

MONTERRA
Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
GENERAL FUND - 001								
001	5540	09/06/18	WASTE MANAGEMENT INC	0886285-2237-2	SEPTEMBER WASTE SERVICES	Utility - Refuse Removal	543020-53980	\$387.69
001	5541	09/06/18	Tropical Plant and Pest Services	8292018EMONT	AUG PEST/FERTILIZATION SRV	R&M-Pest Control	546070-53960	\$3,164.00
001	5541	09/06/18	Tropical Plant and Pest Services	8292018EMONT	AUG PEST/FERTILIZATION SRV	R&M-Pest Control	546070-53960	\$3,584.50
001	5541	09/06/18	Tropical Plant and Pest Services	8292018EMONT	AUG PEST/FERTILIZATION SRV	Royal Palm Treatment	546149-53960	\$322.34
001	5541	09/06/18	Tropical Plant and Pest Services	8292018EMONT	AUG PEST/FERTILIZATION SRV	R&M-Pest Control	546070-53960	\$1,262.50
001	5542	09/06/18	VISS Technology, LLC	310614	SEPTEMBER MAINTENANCE	Gate Camera Systems	546963-53950	\$1,119.44
001	5543	09/06/18	ASAP GATE PLUS, LLC	20109948	WELDED PUMP COVER	R&M-Pump Station	546075-53955	\$300.00
001	5544	09/06/18	DEENS LIGHTING CO	4096	REPLACED BATTERY	R&M-General	546001-53970	\$290.00
001	5545	09/06/18	SPECIALIZED HOME ELECTRONICS	177721	SEPT RADIO MONITORING	R&M-General	546001-53970	\$39.95
001	5546	09/06/18	HOOVER PUMP	142744	ANNUAL SRV AGREEMENT MA#1912	Irrigation Maintenance	546930-53960	\$3,958.00
001	5546	09/06/18	HOOVER PUMP	142744	ANNUAL SRV AGREEMENT MA#1912	Irrigation Repairs & Replacem.	546932-53960	\$1,979.00
001	5546	09/06/18	HOOVER PUMP	142744	ANNUAL SRV AGREEMENT MA#1912	Irrigation Maintenance	546930-53960	\$3,958.00
001	5547	09/06/18	TINLOF OF TECHNOLOGIES, INC	AUGUST-5 OF 60	COPIER COPIES	Lease - Copier	544008-53980	\$72.29
001	5548	09/11/18	Castle Group	CELL-0818-055	PROPERTY MGR CELL PHONE	WO 1737-1737	534201-51320	\$49.99
001	5548	09/11/18	Castle Group	MISC-0818-078	AUGUST UPS POSTAGE	WO1737-1737	551002-53980	\$8.12
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO1737-1737	546190-53970	\$1,250.00
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	534200-51320	\$3,713.33
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	546190-53970	\$392.25
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	546190-53970	\$1,046.00
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	534202-51320	\$9,403.75
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	546190-53970	\$2,832.92
001	5548	09/11/18	Castle Group	MGT-090118-152	CONTRACT MANAGEMENT	WO 1737-1737	534201-51320	\$2,224.75
001	5549	09/11/18	Eco Blue Aquatic	2691	SEPTEMBER LAKE/MIDGE/MIT MAINT	WO1481-1481	546366-53955	\$2,360.00
001	5549	09/11/18	Eco Blue Aquatic	2691	SEPTEMBER LAKE/MIDGE/MIT MAINT	WO1513-1513	546369-53955	\$1,650.00
001	5549	09/11/18	Eco Blue Aquatic	2691	SEPTEMBER LAKE/MIDGE/MIT MAINT	WO1481-1481	546368-53955	\$6,000.00
001	5550	09/11/18	FedEx	6-289-62994	AUGUST POSTAGE	Postage and Freight	541006-51302	\$14.06
001	5551	09/11/18	Research Irrigation, Inc	36204	SEPTEMBER VALVE MAINTENANCE	Irrigation Maintenance	546930-53960	\$1,318.00
001	5551	09/11/18	Research Irrigation, Inc	36204	SEPTEMBER VALVE MAINTENANCE	Irrigation Maintenance	546930-53960	\$494.25
001	5551	09/11/18	Research Irrigation, Inc	36204	SEPTEMBER VALVE MAINTENANCE	Irrigation Maintenance	546930-53960	\$1,482.75
001	5551	09/11/18	Research Irrigation, Inc	36213	AUGUST IRR MAINTENANCE	Irrigation Repairs & Replacem.	546932-53960	\$122.03
001	5551	09/11/18	Research Irrigation, Inc	36213	AUGUST IRR MAINTENANCE	Irrigation Repairs & Replacem.	546932-53960	\$985.39
001	5551	09/11/18	Research Irrigation, Inc	36213	AUGUST IRR MAINTENANCE	Irrigation Repairs & Replacem.	546932-53960	\$2,934.50
001	5551	09/11/18	Research Irrigation, Inc	36205	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$391.50
001	5551	09/11/18	Research Irrigation, Inc	36205	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$1,174.50
001	5551	09/11/18	Research Irrigation, Inc	36205	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$1,044.00
001	5552	09/11/18	5 Star Pools, Inc	41112	SEPTEMBER POOL MAINTENANCE	WO1609-1609	546074-53965	\$1,400.00
001	5552	09/11/18	5 Star Pools, Inc	41111	SEPTEMBER FOUNTAIN SERVICE	WO1609-1609	546191-53970	\$275.00
001	5552	09/11/18	5 Star Pools, Inc	41339	REPAIR POOL ACID FEEDER	R&M-Pools	546074-53965	\$450.00
001	5553	09/11/18	Total Entry Control	34392	SERVICE CHARGE	WO1705-1705	546034-53950	\$145.00
001	5554	09/11/18	PETTY CASH	083118	PETTY CASH 8/1-8/31/18	R&M-General	546001-53970	\$82.35

MONTERRA
Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	5554	09/11/18	PETTY CASH	083118	PETTY CASH 8/1-8/31/18	Misc-Special Events	549052-53980	\$8.98
001	5554	09/11/18	PETTY CASH	083118	PETTY CASH 8/1-8/31/18	R&M-General	546001-53970	\$218.53
001	5555	09/11/18	ASAP GATE PLUS, LLC	20109984	REPLCD ALUMINUM MESH GATE#14	R&M-Fence	546025-53950	\$250.00
001	5555	09/11/18	ASAP GATE PLUS, LLC	20109998	GATE #13 REPAIR - NEW LOCK	R&M-Fence	546025-53950	\$617.80
001	5556	09/11/18	RUST TECH SERVICES, INC.	168244	SEPTEMBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$360.00
001	5556	09/11/18	RUST TECH SERVICES, INC.	168244	SEPTEMBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$120.00
001	5556	09/11/18	RUST TECH SERVICES, INC.	168244	SEPTEMBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$320.00
001	5557	09/11/18	ULTIMATE WATER LLC	100013118-10	SEPTEMBER WATER COOLER	Water Cooler	552093-53980	\$45.95
001	5557	09/11/18	ULTIMATE WATER LLC	100013118-10	SEPTEMBER WATER COOLER	Water Cooler	552093-53985	\$45.95
001	5558	09/11/18	HIQ SERVICES CORP.	17-221	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$262.50
001	5558	09/11/18	HIQ SERVICES CORP.	17-221	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$1,312.50
001	5558	09/11/18	HIQ SERVICES CORP.	17-221	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$525.00
001	5559	09/11/18	KENT SECURITY OF PALM BEACH, INC.	20030712 CORRECT	MAY 2018 SEC SVC	Security	534203-51320	\$736.00
001	5560	09/11/18	HIQ SERVICES CORP.	17-231	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$1,100.00
001	5561	09/18/18	FedEx	6-296-22997	AUGUST POSTAGE	Postage and Freight	541006-51302	\$15.28
001	5562	09/18/18	Office Depot	193093978001	BATHROOM TISSUE & MOP	Cleaning Supplies	552077-53980	\$95.54
001	5562	09/18/18	Office Depot	193093900001	DOG BAGS & FLASH LIGHTS	Cleaning Supplies	552077-53980	\$89.14
001	5562	09/18/18	Office Depot	193093900001	DOG BAGS & FLASH LIGHTS	R&M-General	546001-53970	\$14.45
001	5562	09/18/18	Office Depot	193093979001	PLASTIC WHISTLE	Office Supplies	551002-53980	\$2.27
001	5562	09/18/18	Office Depot	193097975001	LINER & INK	Office Supplies	551002-53980	\$47.98
001	5562	09/18/18	Office Depot	193097975001	LINER & INK	Cleaning Supplies	552077-53980	\$44.82
001	5563	09/18/18	HD SUPPLY FACILITIES MAINTENANCE, LTD.	9165935467	STOP SIGN	R&M-General	546001-53970	\$129.00
001	5564	09/18/18	MILLER, LEGG & ASSOCIATES, INC	0600168-00131	7/16-8/4/18 GEN ENGINEERING	ProfServ-Engineering	531013-51302	\$8,500.00
001	5564	09/18/18	MILLER, LEGG & ASSOCIATES, INC	060168-00130	7/8-8/4/18 GEN ENGINEERING	ProfServ-Engineering	531013-51302	\$780.00
001	5565	09/18/18	LSJ CORP	50709	WILDLIFE SIGNS	WO2128-2128	546001-53970	\$684.00
001	5566	09/18/18	GRAU AND ASSOCIATES	17249	SEPT 2017 AUDIT	Auditing Services	532002-51302	\$1,500.00
001	5567	09/18/18	AARDVARK LOCK & SAFE INC.	083118	POOL GATE LOCK REPR	SALES TAX DEDUCTED	546074-53965	\$112.00
001	5568	09/21/18	AT&I	WO-013275	PINE ISLAND RESDIENT GATE REPR	WO 1705-1705	546034-53950	\$85.00
001	5568	09/21/18	AT&I	WO-013351	VISTA DEL SOL EXIT-ADJ/TESTED	WO 1705-1705	546034-53950	\$85.00
001	5568	09/21/18	AT&I	WO-013286	REBOOT READER - VISTA DEL SOL	WO 1705-1705	546034-53950	\$85.00
001	5568	09/21/18	AT&I	WO-013409	REPAIRED ENTRY GATES	WO 1705-1705	546034-53950	\$90.50
001	5568	09/21/18	AT&I	WO-013037	PINE ISLAND LEFT ARM REPAIR	WO 1705-1705	546034-53950	\$85.00
001	5568	09/21/18	AT&I	20747	RFID ININITY WINDSHIELD MOUNT	WO 1705-1705	546960-53950	\$1,476.50
001	5568	09/21/18	AT&I	WO-013748	VISTA DEL SOL ENTRY GATE REPR	WO 1705-1705	546034-53950	\$90.50
001	5568	09/21/18	AT&I	WO-013828	VISTA DEL SOL ARM REPAIR	WO 1705-1705	546034-53950	\$90.50
001	5569	09/21/18	Castle Group	CELL-0318-046	PROPERTY MGR CELL PHONE	WO 1737-1737	534201-51320	\$49.99
001	5570	09/21/18	BRIGHTVIEW LANDSCAPING	5835365	JULY MAINTENANCE SERVICES	WO1545-1545	546300-53960	\$15,996.96
001	5570	09/21/18	BRIGHTVIEW LANDSCAPING	5835365	JULY MAINTENANCE SERVICES	WO1545-1545	546300-53960	\$4,868.64
001	5570	09/21/18	BRIGHTVIEW LANDSCAPING	5835365	JULY MAINTENANCE SERVICES	WO1545-1545	546300-53960	\$13,215.00
001	5570	09/21/18	BRIGHTVIEW LANDSCAPING	5835365	JULY MAINTENANCE SERVICES	WO1545-1545	546300-53960	\$695.40
001	5571	09/26/18	INFRAMARK, LLC	34138	MGMT FEES SEPTEMBER 2018	ProfServ-Mgmt Consulting Serv	531027-51320	\$4,450.00
001	5571	09/26/18	INFRAMARK, LLC	34138	MGMT FEES SEPTEMBER 2018	ProfServ-Web Site Maintenance	531094-51302	\$100.00

MONTERRA
Community Development District

Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	5571	09/26/18	INFRAMARK, LLC	34138	MGMT FEES SEPTEMBER 2018	Printing and Binding	547001-51302	\$142.40
001	5571	09/26/18	INFRAMARK, LLC	34138	MGMT FEES SEPTEMBER 2018	Postage and Freight	541006-51302	\$29.14
001	5573	09/26/18	AT&I	WO-013536	GATE NOT WORKING PROPERLY	WO 1705-1705	546034-53950	\$85.00
001	5573	09/26/18	AT&I	WO-013550	EMERGENCY SERVICE CALL	GATE PRESSED AGAINST OPERATOR/CAM BROKEN	546034-53950	\$250.00
001	5573	09/26/18	AT&I	WO-013579	SHERIDAN SWING GATE REPAIR	WO 1705-1705	546034-53950	\$91.00
001	5573	09/26/18	AT&I	WO-013659	REPLACE LOCKS-MEGA ARM TOWER	WO 1705-1705	546034-53950	\$366.70
001	5573	09/26/18	AT&I	20808	GATE PREVENTATIVE 9/1-9/30/18	WO 1705-1705	546034-53950	\$340.00
001	5573	09/26/18	AT&I	WO-013465	PINE ISLAND RIGHT ARM BRACKET	PROPOSAL #6495	546034-53950	\$375.00
001	5573	09/26/18	AT&I	WO-013452	PINE ISLAND GATE ARM BROKEN	WO 1705-1705	546034-53950	\$90.50
001	5573	09/26/18	AT&I	20875	VISTA DEL SOL ENTRANCE BRACKET	PROPOSAL #6586	546034-53950	\$375.00
001	5573	09/26/18	AT&I	WO-013786	REPAIR PINE ISLAND SWING GATE	WO 1705-1705	546034-53950	\$85.00
001	5573	09/26/18	AT&I	WO-013998	ENTRANCE ARM VISTA DEL SOL	WO 1705-1705	546034-53950	\$91.00
001	5573	09/26/18	AT&I	WO-014042	GATE REPAIR	WO 1705-1705	546034-53950	\$90.50
001	5573	09/26/18	AT&I	WO-014068	GATE HINGES GREASED	WO 1705-1705	546034-53950	\$85.00
001	5574	09/26/18	FedEx	6-302-96406	FED EX CHARGES	Postage and Freight	541006-51302	\$15.58
001	5575	09/26/18	Office Depot	198649000001	DUAL MAGNET SIGN	Office Supplies	551002-53980	\$111.99
001	5575	09/26/18	Office Depot	199366901001	TOWELS AND COFFEE SUPPLIES	Misc-Special Events	549052-53980	\$16.62
001	5575	09/26/18	Office Depot	199366901001	TOWELS AND COFFEE SUPPLIES	Cleaning Supplies	552077-53980	\$59.48
001	5575	09/26/18	Office Depot	201963313001	PENS & RESTROOM SUPPLY	Cleaning Supplies	552077-53980	\$75.34
001	5575	09/26/18	Office Depot	201963313001	PENS & RESTROOM SUPPLY	Office Supplies	551002-53980	\$2.65
001	5575	09/26/18	Office Depot	201962991001	BATHROOM SUPPLIES	Cleaning Supplies	552077-53980	\$123.31
001	5575	09/26/18	Office Depot	198649433001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$25.98
001	5576	09/26/18	The Gym Doc	1266	SEPTEMBER SERVICE	WO-1577-1577	534159-53970	\$175.00
001	5577	09/26/18	Tropical Plant and Pest Services	09172018MM	LAKE BANK TREATMENT	WO2129-2129	546367-53955	\$2,680.00
001	5578	09/26/18	VISS Technology, LLC	310817	INSTALLATION & REPAIRS	Gate Camera Systems	546963-53950	\$1,860.00
001	5579	09/26/18	KENT SECURITY OF PALM BEACH, INC.	20031139	AUGUST 2018 TRAINING	WO1770-1770	534203-51320	\$23,408.00
001	5579	09/26/18	KENT SECURITY OF PALM BEACH, INC.	20031172	AUGUST SVCS OT- K MORRISON	WO1770-1770	534203-51320	\$90.00
001	5580	09/26/18	ASAP GATE PLUS, LLC	20110036	ESTADA-REPLACE FENCE PANEL	R&M-Fence	546025-53950	\$450.00
001	5581	09/26/18	XEROX FINANCIAL SERVICES LLC	1285668	8/21-9/20/18 COPIER LEASE	WO 2096-2096	544008-53980	\$153.13
001	5582	09/26/18	ALM MEDIA LLC	I0000347424-0919	MEETING NOTICES	Legal Advertising	548002-51302	\$106.41
001	5583	09/26/18	ULTIMATE WATER LLC	PR-57117	COFFEE SUPPLIES	Office Supplies	551002-53980	\$640.93
001	5584	09/26/18	BRIGHTVIEW LANDSCAPING	5949518	STAND/STAKE TREE MONTERRA BLVD	Landscape Maintenance	546300-53960	\$428.70
001	5584	09/26/18	BRIGHTVIEW LANDSCAPING	5949521	REMOVE TREE CORTA BELLA	Landscape Maintenance	546300-53960	\$900.00
001	5584	09/26/18	BRIGHTVIEW LANDSCAPING	5953741	FLOWER ROTATION-PENTAS	Landscape Replacement-Annuals	546339-53960	\$1,531.12
001	5584	09/26/18	BRIGHTVIEW LANDSCAPING	5953741	FLOWER ROTATION-PENTAS	Landscape Replacement-Annuals	546339-53960	\$1,531.12
001	5584	09/26/18	BRIGHTVIEW LANDSCAPING	5953741	FLOWER ROTATION-PENTAS	Landscape Replacement-Annuals	546339-53960	\$1,531.12
001	5585	09/26/18	4 STAR SERVICES, INC	90223	TOILET REPAIRS	R&M-General	546001-53970	\$425.00
001	5585	09/26/18	4 STAR SERVICES, INC	88804	TOILET REPAIRS	R&M-General	546001-53970	\$165.00
001	DD071	09/12/18	COMCAST - ACH	082118-4707	8/30-9/29/18 SERVICE #1014707	Communication - Telephone	541003-53975	\$155.38
001	DD072	09/17/18	COMCAST - ACH	082618-6934 ACH	9/6-10/5/18 INTERNET	Communication - Telephone	541003-53975	\$194.34
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$584.75
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$1,265.61

**MONTERRA
Community Development District**

**Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
(Sorted by Check / ACH No.)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electric - Monuments	543054-53975	\$17.59
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,754.25
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$3,796.83
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$28.01
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,559.34
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$3,374.96
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity - Entrance	543008-53975	\$1,141.36
001	DD073	09/07/18	FPL - ACH	082018-ACH	7/19-8/20/18 ELEC ACH	Electricity	543075-53975	\$2,416.41
001	DD074	09/12/18	City of Cooper City - ACH	082318 ACH	7/23-8/20/18 WTR UTILITY ACH	Utility - Water	543018-53975	\$875.28
001	DD075	09/17/18	COMCAST - ACH	082618-4432 ACH	9/6-10/5/18 INTERNET ACH	Communication - Telephone	541003-53975	\$144.85
001	DD076	09/17/18	COMCAST - ACH	090218-6762 ACH	9/10-10/9/18 SRV ACH	8495752660316762	541003-53975	\$545.07
001	DD077	09/27/18	COMCAST - ACH	69532463	SEPTEMBER SERVICES	Communication - Telephone	541003-53975	\$156.77
001	DD077	09/27/18	COMCAST - ACH	69532463	SEPTEMBER SERVICES	Communication - Telephone	541003-53950	\$283.46
001	DD080	09/12/18	COMCAST - ACH	80131-082118 ACH	SHERIDAN GRD GATE 8/30-9/29	Communication - Telephone	541003-53975	\$177.58
Fund Total								\$180,558.39

Total Checks Paid	\$180,558.39
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MONTERRA COMMUNITY DEVELOPMENT DISTRICT
Summary Contract Schedule - Quarterly Cash Flow
 As of September 30, 2018

Projects	Estimated Remaining by Quarter	Total	Budget Acct No.	Budget Line Description
	Q4			
Approved / Committed Contracts				
<u>Reoccurring Services</u>				
A/C Maintenance	\$1,455	\$1,455	546194-53970	A/C Maintenance
Annuals - Flowers	\$0	\$0	546339-53960	Annuals - Flowers
Field Services	\$0	\$0	Multiple	Multiple
Gym - R&M	\$0	\$0	534159-53970	Gym Equipment Maintenance
Irrigation Maintenance	\$0	\$0	546930-53960	Irrigation Maintenance
Lake & Wetlands Maintenance	\$49,350	\$49,350	546366-53955	Lake & Wetlands Maintenance
Landscaping	\$31,452	\$31,452	546300-53960	Landscape Maintenance
Management Services	\$33	\$33	531027-51320	ProfServ-Mgmt Consulting Serv
Mitigation Maintenance	\$0	\$0	546369-53955	Mitigation Maintenance
Mulch Services	\$42,350	\$42,350	546059-53960	Mulch
Office Equipment	\$362	\$362	551002-53980	Office Supplies
Pest Control	\$0	\$0	Multiple	Multiple
Pool / Fountain - R&M	\$0	\$0	546074-53965	R&M-Pools
Pressure washing	\$0	\$0	546171-53960	R&M-Pressure Washing
Refuse Service	\$0	\$0	543018-53975	Utility - Water
Rust Control	\$0	\$0	546193-53960	Rust Control
Security Services	\$186	\$186	534203-51320	Security
	<i>Subtotal</i>	<i>\$125,189</i>	<i>\$125,189</i>	
<u>Project / One-time R&M Costs</u>				
Cabinet replacements	\$0	\$0	546001-53970	R&M-General
Gate - R&M	\$2,507	\$2,507	546034-53950	R&M-Gate
Hurricane repairs	\$0	\$0	549900-53985	Misc.-Contingency
Landscaping	\$60,000	\$60,000	Multiple	Multiple
Pavers	\$0	\$0	Multiple	Multiple
Painting Project	\$0	\$0	546001-53970	R&M-General
Recreation Equipment	\$1,200	\$1,200	549900-53985	Misc.-Contingency
Security Services	\$0	\$0	534203-51320	Security
Walls - R&M	\$3,741	\$3,741	568018-53985	Capital Reserve
	<i>Subtotal</i>	<i>\$67,448</i>	<i>\$67,448</i>	
TOTAL APPROVED	\$192,636	\$192,636		

MONTERRA COMMUNITY DEVELOPMENT DISTRICT
Summary Contract Schedule - Quarterly Cash Flow
 As of September 30, 2018

Projects	Estimated Remaining by Quarter	Total	Budget Acct No.	Budget Line Description
	Q4			

Unapproved Contracts / Forecasted Costs

Office - R&M	\$3,694	\$3,694	546001-53970	R&M-General
Painting projects	\$1,475	\$1,475	Multiple	Multiple
Streetlights - R&M	\$0	\$0	546001-53970	R&M-General
TOTAL UNAPPROVED	\$5,169	\$5,169		

GRAND TOTAL	\$197,806	\$197,806		
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MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Detailed Contract Schedule - (Approved / Committed)

September 30, 2018

Contractor / Vendor	Project/Service Category	Date Board Approved	Work Order #	Description of Project/Service	Account Code	Account Description	Annual Amount	Amount Spent	Amount Remaining
5 Star Pool	Pool / Fountain - R&M	10/1/2013	WO-1609-1609	Pool / Fountain Maintenance	546074-53965	R&M-Pools	\$20,088	\$20,088	\$0
A/C Technologies	A/C Maintenance	9/14/2015	WO-1641-1641	Preventative Maintenance (2 times per yr / 5 A/C systems)	546194-53970	A/C Maintenance	\$2,400	\$945	\$1,455
American Shoreline Restoration, Inc	Lake & Wetlands Maintenance	8/20/2018		Headwall Restoration	546366-53955	Lake & Wetlands Maintenance	\$49,350	\$0	\$49,350
AT&I Systems	Gate - R&M	10/25/2017	WO-1673-1673	Gates Preventative Maintenance	546034-53950	R&M-Gate	\$4,080	\$3,400	\$680
AT&I Systems	Gate - R&M	11/4/2017	WO-1705-1705	Entry Gates maintenance	546034-53950	R&M-Gate	\$4,200	\$2,373	\$1,827
Brightview Landscaping	Landscaping	5/21/2018	WO-1545-1545	Landscaping	546300-53960	Landscape Maintenance	\$104,328	\$72,876	\$31,452
Brightview Landscaping	Annuals - Flowers	8/20/2018		Annuals - Flowers	546339-53960	Landscape Replacement	\$4,593	\$4,593	\$0
Castle Group, LLC	Field Services	2/28/2017	WO-1737-1737	Management Fees	534200-51320/ 534201-51302/ 534202-51302/ 534159-53970/ 546190-53970	Onsite Maintenance & Property Management / Attendant / Gym Equip Maint. / Janitorial Maint. / Golf Cart	\$247,968	\$247,968	\$0
East Coast Mulch	Mulch Services	9/17/2018		Mulch Services	546059-53960	R&M Mulch	\$42,350	\$0	\$42,350
Eco Blue Aquatic	Lake & Wetlands Maintenance		WO 1481-1481	Lake Maintenance	546366-53955	Lake & Wetlands Maintenance	\$28,320	\$28,320	\$0
Eco Blue Aquatic	Mitigation Maintenance		WO-1513-1513	Mitigation Maintenance	546369-53955	Mitigation Maintenance	\$19,800	\$19,800	\$0
The Gym Doc	Gym - R&M	5/18/2015	WO-1577-1577	Gym Source Preventative Maintenance	534159-53970	Gym Equipment Maintenance	\$2,100	\$2,100	\$0
Inframark	Management Services	10/25/2017	WO-1738-1738	District Management Services	531027-51320	ProfServ-Mgmt Consulting Serv	\$51,729	\$51,696	\$33
Kent Security of Palm Beach Inc.	Security Services	10/19/2015	WO-1770-1770	Security	534203-51320	Security	\$285,040	\$284,854	\$186
People's Choice	Walls - R&M	10/25/2017	WO-1835-1835	Columns and Perimeter wall painting	568018-53985	Capital Reserve	\$20,870	\$17,129	\$3,741
People's Choice	Pressure washing		WO-1867-1867	Pressure washing	546171-53960	R&M-Pressure Washing	\$61,980	\$61,980	\$0
Research Irrigation, Inc	Irrigation Maintenance		WO-1932-1932	Irrigation Maintenance	546930-53960	Irrigation Maintenance	\$70,860	\$70,860	\$0

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Detailed Contract Schedule - (Approved / Committed)

September 30, 2018

Contractor / Vendor	Project/Service Category	Date Board Approved	Work Order #	Description of Project/Service	Account Code	Account Description	Annual Amount	Amount Spent	Amount Remaining
Rust Tech Services	Rust Control		WO-1964-1964	Rust Control	546193-53960	Rust Control	\$9,600	\$9,600	\$0
TBD	Recreation Equipment	5/21/2018	WO-1997-1997	PingPong and Foosball tables	549900-53985	Misc-Contingency	\$1,200	\$0	\$1,200
TBD	Landscaping	8/20/2018		Tree Replacement	546300-53960	Landscaping	\$60,000	\$0	\$60,000
Tropical Plant and Pest Services	Pest Control		WO-2000-2000	Pest Control	546367-53955	Pest Control-Midge Lake Banks	\$32,160	\$32,160	\$0
Tropical Plant and Pest Services	Pest Control	1/15/2018	WO-2032-2032	Pest Control	546070-53960	R&M-Pest Control	\$100,000	\$100,000.08	\$0
Waste Management	Refuse Service		WO-2064-2064	Refuse Service	543018-53975	Utility - Water	\$4,652	\$4,652	\$0
Xerox	Office Equipment	2/19/2018	WO-2096-2096	Copier contract	551002-53980	Office Supplies	\$1,400	\$1,038	\$362
Total							\$1,229,068	\$1,036,432	\$192,636

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Detailed Contract Schedule - (Unapproved / Forecasted)

September 30, 2018

Contractor / Vendor	Project/Service Category	Description of Project/Service	Account Code	Account Description	Annual Amount	Amount Spent	Amount Remaining
People's Choice	Painting projects	Dog park painting	546001-53970	R&M-General	1,475	\$0	\$1,475
TBD	Office - R&M	Office/MPR room & Billiards Room carpet replacement	546001-53970	R&M-General	3,694	\$0	\$3,694
TOTAL					\$5,169	\$0	\$5,169

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Beginning Fund Balance Tracker

September 30, 2018

Reporting Period	Balance	Difference	Notes
October 2017	\$1,006,463		
November 2017	\$1,026,150	\$19,687	Correct prepaid balance - Creative Shades
December 2017	\$1,023,243	(\$2,907)	Accrue September 2017 legal invoice
January 2018	\$994,544	(\$28,699)	Accrue September 2017 Hurricane Expenses
February 2018	\$975,988	(\$18,556)	Accrue September 2017 Hurricane Expenses
March 2018	\$975,988	\$0	
April 2018	\$975,988	\$0	
May 2018	\$975,988	\$0	
June 2018	\$975,988	\$0	
July 2018	\$975,988	\$0	
August 2018	\$975,988	\$0	
September 2018	\$975,988	\$0	

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

CAPITAL RESERVE PLAN

Fund Balance Report - (Fiscal Year 2017-2023)

Description	Balance as of FY2017	Estimated Reserve Additions by Fiscal Year						Estimated Balance as of FY2023
		2018	2019	2020	2021	2022	2023	
Fund Balance								
Reserved Balances (Assigned)								
Operating Reserves	562,609	-	-	-	-	-	-	562,609
Clubhouse	41,338	39,316	-	50,000	50,000	50,000	50,000	280,654
Gates/Guardhouses	41,338	20,000	-	-	-	-	-	61,338
Hurricane	41,338	-	8,662	-	-	-	-	50,000
Irrigation System	41,338	13,348	50,000	50,000	50,000	50,000	-	254,686
Landscape	41,338	10,322	-	-	-	-	-	51,660
Lighting	20,669	10,322	-	-	-	-	-	30,991
Pools	41,338	10,322	-	15,000	-	-	-	66,660
Roads and Sidewalks	82,675	10,322	-	15,000	-	25,000	5,000	137,997
Security Features	41,338	20,000	-	-	-	-	-	61,338
Wall & Fence Perimeter	20,669	10,322	50,000	100,000	250,000	100,000	100,000	630,991
Total Fund Balance	\$ 975,988	\$ 144,275	\$ 108,662	\$ 230,000	\$ 350,000	\$ 225,000	\$ 155,000	\$ 2,188,925

Sixth Order of Business

6C.ii.

**THIS DOCUMENT
WILL BE
PROVIDED
UNDER
SEPARATE
COVER**

6C.iii.



Star Pools, Inc.

- **Commercial**
- **Residential**
- **Repairs**

**Licensed & Insured
Pool Service**

**P.O. Box 849258
Pembroke Pines, FL 33084
Office: (954) 665-1818 Fax: (954) 589-2646
5starpoolsinc@gmail.com**

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATE FOR:

PROPOSAL SUBMITTED TO: Monterra CDD	PHONE: (954) 374-9936
ATTN: Maria	EMAIL: mmihailovschi@castlegroup.com
ADDRESS: Club at Monterra 8451 Monterra Boulevard Cooper City, FL 33024	DATE: 10/03/18

Repair Proposal

5 Star Pools, Inc. (hereinafter the "Company") hereby agrees to the following:

- **Pressure wash pool and splash pad pavers**
- **Sand any areas that need sanding**
- **Seal all pavers with a solvent based semigloss sealer from Surfalogix**
(not responsible if pavers cloud up under covered pool deck area)

The total charge for the foregoing work shall be \$4,600.00.

In the event of, but not limited to, hurricanes, floods, acts of God, vandalism or acts of pilferage, the Company assumes no liability with respect to the present or future status of client's pool equipment.

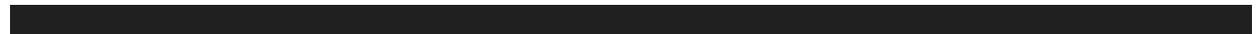
All Federal, State, and Local tax levies arising by virtue of services performed by the Company are absorbed by them. The Company agrees to carry in full force and affect Public Liability and Property Damage Insurance.

Payments shall be made monthly as invoices and/or the Company renders statements. The client hereby agrees that should they become delinquent on their account, they shall be responsible for any and all collection costs, attorney fees and/or interest with regards to the recovery of such delinquency.

5 Star Pools, Inc.

**By: Marcello Cinelli, President
Contractor License No: CPC 057313**

Date



ACCEPTANCE OF PROPOSAL: The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Monterra CDD

By: Authorized Signature

Date

H.I.Q SERVICES CORP

**9213 AFFIRMED LN
BOCA RATON, FL 33496
(754)245-8422**

9/24/2018

**Maria Mihailovschi
Castle Group
Monterra CDD**

Thank you for the opportunity of being able to participate and to make a proposal for the job that you are soliciting.

DESCRIPTION

- Application of sealer to pool deck
 - Deep clean power wash surface to remove all dirt, grease, and debris.
 - Re-sand and stabilize all paver joints.
 - Apply coat of sealer.
 - Allow 24 hours of dry time for use of pool and foot traffic.
 - Approximately 9,000 ft²

Price: \$6,300.00

Note: Price includes labor and material. A 50% advanced payment is required before commencing work.

Thank you,

H.I.Q. SERVICES CORP.

6D.i.

**DOCUMENT TO BE DISTRIBUTED
AT THE MEETING**

6D.ii.

**DOCUMENT TO BE DISTRIBUTED
AT THE MEETING**

6D.iii.

**THIS DOCUMENT
WILL BE
PROVIDED
UNDER
SEPARATE
COVER**