

**MONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

AGENDA PACKAGE

NOVEMBER 19, 2018

Monterra Community Development District

Inframark, Infrastructure Management Services

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November 12, 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, November 19, 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 October 15, 2018 Meeting
4. Approval of Financial Statements
 - A. September 30, 2018
 - B. October 31, 2018
 - C. Motion to Assign Fund Balance
 - D. Acceptance of the Fiscal Year 2017 Audit
5. Landscaping – BrightView
 - A. Removal of Silver Buttonwood Tree
6. Ongoing Business
 - A. Mitigation Area Maintenance
 - B. SFWMD License to Irrigate
7. Staff Reports
 - A. Attorney
 - B. Engineer
 - i. Encroachment Situation
 - C. Clubhouse – Items for Approval
 - D. District Manager
 - i. Renewal of District Manager’s Contract with the CDD
 - a. Decision on Verbatim Versus Summary Meeting Minutes
 - ii. Status Report on Current Projects Underway
 - iii. Consideration of Proposal to Extend Tropical Plant and Pest Control Contract from One Year to Three Years
8. Audience Comments
9. Supervisors’ Requests
10. 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
- Avi Ciechanowiecki, Assistant Secretary
- George Miller, District Manager
 - Kenneth Cassel, Secretary
 - Ginger Wald, District Counsel

Agenda for Regular Meeting

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The next Meeting is scheduled for Monday, December 17, 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, October 15, 2018 at 6:00 p.m. at the Club at Monterra, located at 8451 Monterra Boulevard, Cooper City, Florida.

Present and constituting a quorum were:

Ricardo Lowe	Chairman
Greg Popowitz	Vice Chairman
Susan Kooiman	Assistant Secretary
Massimo Pulcini	Assistant Secretary
Avi Ciechanowiecki	Assistant Secretary

Also present were:

George Miller	District Manager
Ginger Wald	District Counsel
Dylan Larson	District Engineer
Maria Mihailovschi	Castle Group
BrightView Representative	
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.

Ms. Kooiman MOVED to accept the agenda for the meeting as presented; and Mr. Ciechanowiecki seconded the motion.
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Upon further discussion,

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

THIRD ORDER OF BUSINESS

**Approval of the Minutes of the
September 17, 2018 Meeting**

Mr. Lowe stated each Board member received a copy of the Minutes of the September 17, 2018 Meeting, and requested any additions, corrections or deletions.

- On Page 26, Mr. Popowitz did not make the motion.

There being no further additions, corrections or deletions,

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, the Minutes of the September 17, 2018 Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

**Approval of September 30, 2018 Financial
Statements**

Mr. Lowe: we just closed the year. I see that your accounting group is not present.

Mr. Miller: I do not understand why. I apologize for them not being here. It was my understanding they would have representation.

Mr. Lowe: Obviously this is the year end. We pick up a few dollars on the revenue side from interest, and we had an over-expenditure of approximately \$50,000, so it is kind of *awash*. We basically ended up with an excess of \$9,000. My question primarily on the expenditures and I know that things always get delayed because we have not received the invoices. Have we done our best to accrue for invoices we have not received?

Mr. Miller: Yes, sir.

Mr. Lowe: Anything that is out of the ordinary, anything that surfaces, for example, that we do not use all the time or new vendors we do not use all the time, have they gone through, at least the material ones, and put a number here just to have a good picture?

Mr. Miller: Yes.

Mr. Pulcini: Has legal submitted all invoices?

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Ms. Wald: We are always one month behind, so this probably does not include the September invoice, would be my best guess, but I do not see the September invoice being astronomical.

Mr. Miller: I was referring to any and all invoices that we either have or knew were coming.

Mr. Lowe: How much is the legal fee on a monthly basis?

Mr. Miller: Approximately \$2,000.

Ms. Wald: It depends on how long the meeting runs.

Mr. Lowe: The other comment that I asked last time, that did not get done there is a schedule somewhere over here, I am trying to find, which shows the projection of reserves, which is nothing more than just an estimation and it is on Page 24, the Capital Reserve Plan. For whatever it is worth, I suggested last time we should not have such large numbers in terms of forecasting reserves, \$100,000 next year, \$230,000, \$300,000, etc., for the future years, because personally unless someone can say otherwise, I do not believe those will be realistic, especially when you look at this year. We ended up basically flat. To say that we are going to have \$350,000 in excess in 2021, sounds a little bit overly optimistic.

Mr. Miller: I cannot speak to that. We planned on doing that effective the first of the Fiscal Year, rather than the last month of the last Fiscal Year, so you will see the change effective in the October financial statements.

Mr. Lowe: The previous page on Page 23, these are some accruals, I suppose. This is accrued September 2017, legal invoice, accrued September 2017 hurricane expenses. Talk to me about these items. These items are old. Are these accruals in the books? If not, they are pretty old.

Mr. Miller: I am looking at them now. I will get you an answer for that. I think I know what it is, but let me be 100% sure.

Mr. Pulcini: I suggest you wait to approve these until he gets your answers.

Mr. Lowe: OK, fine.

Ms. Kooiman: Do we approve the financials?

Mr. Lowe: We approve the financials, specifically the expenditures. Does anyone have any questions about the expenditures for the month or anything that Mr. Miller would need, anything we do after the fact? How is your schedule?

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Mr. Miller: I have worked diligently not to have anything like that hang over because I like to get your end of the year financials done by the end of the year, so the only thing I was thinking of is the foosball table, but we already approved that so we already factored that into it. I have nothing to add in that area.

Ms. Kooiman: On Page 22 which Agenda Page 77, I was not sure about unapproved/forecasted for painting the dog park at \$1,500.

Mr. Miller: Correct. That is for materials. We were planning on using the maintenance people we have here.

Ms. Kooiman: Seriously?

Mr. Miller: We probably are not going to use that much, but it was a ballpark figure.

Ms. Kooiman: I thought for that I can go out and paint the area at \$100 per paint.

Mr. Miller: We are looking at more like \$250 for the right paint, but it was a figure we were carrying forward because we had a couple of items, primarily painting the dog park and cleaning a couple of places around there. We can reduce the amount if you care to. I do not anticipate spending that amount.

Ms. Kooiman: I would feel better decreasing it to \$1,000.

Mr. Lowe: It does look pretty high, just to paint the cement.

Mr. Miller: The first thing you have to do is pressure clean it, otherwise the paint will not last as long, and in some cases we may have to use two coats, but it is not a problem. We will take care of that.

Mr. Lowe: I guess you will come back with these numbers next month.

FIFTH ORDER OF BUSINESS

Landscaping – BrightView

Mr. Miller: In last month's meeting we had some concerns over whether or not BrightView would be able to meet their goal of a tremendous increase in people, and results within the 90-day timeframe, which coincided with the end of the month. The next day I worked the area, and looked at previous lists of things which needed to be done. That was both good and bad. It was excellent. I was happy to report that as far as I am concerned, they are pretty much on schedule for what they needed to do. The down side is I looked in other places we had never told them to look at, so we do have some additional things that we need to discuss.

Mr. Lowe: Like where?

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Mr. Miller: Inside the fence. Do you know where the school is going to go? I am trying to visualize which side it is, and it would be to the west side of where the school is. As a matter of fact, I can probably display it here because we happen to have this map. This square right here is where the school is. This is where the construction will be. It is this wall on the inside of that wall. Looking at the plant growth that is there and the size of the trees that are there, that has not been touched in years, literally. We need to address that contractually and that is an area I just did not see, because I looked at that and thought it was part of the school and they would clean it up. It is because of the way that the wall is, that is our wall right here.

Mr. Popowitz: Is there going to be a change in the contract?

Mr. Miller: It was not in the RFP. I went back to look at it, so yes we may have to make a change in the contract as far as that goes. I have asked for a proposal to do the clean-up on and that we would pick up the maintenance under our existing contract, at least that is my approach to it. I know that BrightView was working on that. I do not know that I have received it yet. It was a one-time clean-up. Do you recall what that price was?

BrightView Representative: It was \$6,200.

Mr. Miller: It was \$6,200 to clean up inside the entire fence area.

BrightView Representative: It is all the way to the other side of the lake, from the gate down to Sheridan and then all the way to the other side.

Mr. Miller: It was a clean-up on the entire inside.

Mr. Lowe: How long did that take?

BrightView Representative: We have not done it.

Mr. Miller: It is a quote.

Mr. Lowe: How long will that take?

BrightView Representative: We are saying a week to 10 days.

Mr. Lowe: It is pretty intense.

BrightView Representative: There is garbage in there too. We are cleaning up that area along with the shrubbery and tree trimming.

Mr. Miller: I think before the owners of the new school built it, they put up a chain link gate right there up on Salerno, and when I first came on the property, there was no gate and I can envision people driving in there and dumping their trash and leaving, and no one could see it and

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that is what it looks like and then you look at the grass that is overgrown and the tree roots that are overgrown, and you know it has been there for a while.

Mr. Popowitz: The gate by the chain link fence was put in there because of the robbery. We requested that from the parcel owner because a car cut through the fence and went in through that entrance.

Mr. Miller: Some trash could be there for a long time.

Mr. Lowe: Is this something he wants to approve?

BrightView Representative: We have not gotten anything.

Mr. Ciechanowiecki: We have not gotten the invoice, have we?

Mr. Miller: It is not an invoice. It would be a proposal.

Mr. Lowe: I guess if we wait until next month, it is not going to be much worse than it is today.

Mr. Miller: Correct.

Mr. Lowe: OK.

Ms. Mihailovschi: I see a little bit of improvement on the areas you can see, but on the areas you cannot see, there is a lot of work to be done.

Mr. Miller: We are saying it is not perfect yet, but, by and large, it is considerably better than it was 60 days ago.

Mr. Lowe: Yes, for sure.

Ms. Mihailovschi: They put a lot more effort. They included more crews, but there is a lot of work to be done.

Mr. Popowitz: If they brought more crews in, they obviously re-tracked the number of crews because their time is expiring. Once they go back to a normal crew, how is that going to work?

Ms. Mihailovschi: That is what I want to know.

BrightView Representative: We have no intention of lessening or dropping our cadence for what you see today or yesterday compared to tomorrow or the next day. We intend on keeping the cadence up throughout the property.

Mr. Ciechanowiecki: Do you guys feel that you have met to these 90 days' guidelines that you have given out to us?

BrightView Representative: Yes. Absolutely.

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Mr. Ciechanowiecki: Moving forward, would be repetition and upkeep of what is existing, correct?

BrightView Representative: For the most part.

Mr. Miller: To some extent, because the growing season has slowed down. I would say that we would probably see more fine detail work. If we drive around here as I did today, I am looking at right here I see a hedge, OK I know when that was cut because I was here and saw it. Right now, it is like a crew cut. Ideally, it would be trimmed every week. We are not set up to do that for 248 acres, but by and large, there are some other areas we need to do some cleaning behind bushes which have been ignored. There will be more time to do that because the mowing time will be less. We have mowing crews, detail crews and spray crews, and it is a matter of managing those crews coming in to do it, but I see that I am happy with what they have done thus far, and I can see nothing but improvements in the near future because we are not fighting the growing season, so that is a combination of things working there. I think we survived the heavy growth and the heavy rains. In some cases, they were not able to mow primarily in the easement area because the ground was saturated. It is 20% water and you go up on a hill and it is 8%. We have got plants and things that are growing in the water and the vehicle goes in and gets stuck.

Mr. Ciechanowiecki: Of the \$6,200 clean-up that we would be looking at in this area, I would assume this would be an additional crew on top of what we currently have.

BrightView Representative: That is correct.

Mr. Ciechanowiecki: It would not impact the crews working.

BrightView Representative: There will be no impact on the general maintenance of the property incurred.

Mr. Lowe: I did go on September 28, 29 and 30 to different areas and there is no question there was a huge effort in the last two weeks of September. You would see crews left and right fighting the heat and everything, but if I were to have a park close on September 30th, there were a few things that went into October. Not a big deal, not a major thing, but there were a few areas that were pointed that did not make it until October. The Sheridan median and some moss next to the tennis court went into the October month, which again, is not a big deal because they have already been taken care of, but if I were to take a hard look I should basically be paying you 95% in September and the other 5% when the work is completed. My suggestion on a going forward basis is at the end of the month Ms. Mihailovschi and Mr. Miller will take the tour, and if we are

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95% completed, we pay 95%. If we are 100%, we will pay 100%. That is an incentive for you guys. Quite honestly, if you want to bring 20 people on the last day to complete the work, that is your problem. That is how you manage your business, but you have an incentive to make sure that on the last day of the month everything is done. Otherwise, it keeps rolling. I give 5% the following Monday, another 5% and we are paying 100% at a time. I just want you guys to be on that strict regimen. That is just a suggestion.

BrightView Representative: If I may present another back-up suggestion. As you guys know, you saw it when we first started. We had what is called a *Quality Site Assessment*, which is basically hidden secrets and punchlists. What I would recommend is toward the end of the month, we produce a Quality Site Assessment together, which is documented with what you guys are seeing and what you wish completed within 30 days of the next Quality Site Assessment. That way, if, for instance, you say there is moss on this tree and you guys did not get it within the 30 days, we can go back to it and say, *yes, you are absolutely right. It is right here, photos and everything else.*

Mr. Lowe: That is fine. Let us not invent a new process.

Ms. Kooiman: Ms. Mihailovschi, are you getting schedules from BrightView on where they are going to be?

Ms. Mihailovschi: Yes.

Ms. Kooiman: When are you all going to be hitting Sheridan again?

BrightView Representative: We were out there this week on the wall. We did all the Firebush again.

Ms. Kooiman: I am thinking about the median.

BrightView Representative: We just finished it on Saturday. We probably have to go back to the University side.

Mr. Popowitz: It should have been done today, again, from last week. The swales were a little gross.

Mr. Ciechanowiecki: To my untrained eyes, it is a vast improvement. I know you guys had large crews to get the community caught up.

Mr. Lowe: Kudos to the crews.

Mr. Ciechanowiecki: It was hot and they were ready.

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Mr. Miller: I will say this. When I saw the crews working on both Pine Island and Sheridan Street, I was very pleased to see they were meeting the MOT requirements to protect their crew members. They had sufficient cutters out. They did not have a truck with a flashing arrow which is encouraged, but not required, and I have a tendency to stop and look at the guys to make sure they are wearing the protection, and so far, I have only caught one person and it was because the earplugs he was using were colored enough so I could not see them as I drove by. I went back and saw he was wearing them. It is not that I would speak to the individual about it, I would speak to them about it because we have a responsibility to anyone who works on our property to maintain proper safety situations.

Mr. Popowitz: I just wanted to make a general comment about the landscaping, about what we decide and the direction we get as a Board for how we are going to operate. Two examples would be social media posting and right or wrongs. I can tell you about four or five months ago we made a decision as a Board that the ride-alongs with the landscaper would be with Ms. Mihailovschi and/or Mr. Miller. I am not home during the day that often, but I saw a Board member going around. I thought we stopped that and/or if there was going to be an opportunity, it would be offered to all Board members. I was not aware of this weekly ride along since that meeting, so I am a little concerned about the level of input by one or two Board members with the landscaping crew and with you and Ms. Mihailovschi, and things that may come to the Board's attention not actually coming to the full Board's attention. Along with that, my concern is there are comments, and we decided a long time ago as a Board not to publicly comment on social media regarding CDD operations for many reasons. They have been active mostly on private community agencies. I understand people want to get information out there, and direct them to Ms. Mihailovschi, but I cannot post anything. I think a lot of this information is getting put out there, not intentionally, but I think my concern is if we give direction to the Board on how to operate and things are not being followed, and I think there are multiple faults because then not to you Ms. Mihailovschi, you do not want to *tattletale*, but I think it needs to be brought up before the Board because we are given direction and then all of a sudden something is still happening, and contrary to that direction, it is an issue because things that happen on the ground level, you and Mr. Miller will report back to us as a full Board which should not be handled on a one on one basis. That is my opinion from what I saw. I just happened to be home that day and I saw it, and I did not realize it was still going on.

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Mr. Miller: There are times when I reach out to people who have more experience in a particular area than I do, and the reason that Board member was riding with me is because I requested it. With respect to commenting on social media, we currently have our website which is in the process of being made ADA compliant. We also have a Facebook page for the CDD which we will be closing because there is no way for us to make sure it is ADA-compliant if people are able to comment on it. There really is not any need for it as far as that goes. With respect to anyone else that has a web page, referring to the residents or among the residents, we have no control over that. Your comment is well-taken and I, in fact, was able to make a comment on that many months ago. There was a question concerning the number of days we were going to be irrigating and watering, and the information that was being published was absolutely wrong, and I took a moment to speak to it. If it is the Board's desire that I not address items like that, not a problem. I do not follow it. The only point that we have there, a point I would like to make on that is then I need to figure out a way, and I have talked about it in the past, it is a matter of doing it, is to create an area on our web page on a bulletin board or whatever we care to call it, where if I see or hear of certain things that have occurred or questions being asked that I can address it there.

Mr. Popowitz: My concern with the private pages is that by us interacting as a CDD Board, or assuming even if you had access to that page, which you apparently are not given access to that page, is essentially legitimizing that page as a source of valid information and that is not where we want people to go. I understand we want to get information out there, but there are numerous portables between the meetings, the minutes, the website, potentially newsletters, I want to make sure, everyone is not on that Facebook page, so it is not fair when they are not there.

Ms. Kooiman: If someone asks a question, I am going to answer it as long as it does not break any Sunshine laws, if someone says, who do I go to for this, I am going to say you go to Ms. Mihailovschi, I do not have an agenda, I am honestly answering questions, I am helping the community. I am not breaking any Sunshine Laws, so I will continue to answer if I can, and I never say on behalf of all of us. I have said I am on the Board. This is what the Board does. We do the community overall, HOA does individual homes, but in my opinion, as long as we are not breaking Sunshine Laws by saying I am going to take a stance on this and this is what is coming up, if we say this is what happened at the last meeting or this is what happened last year, Ms. Wald said that is OK.

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Mr. Popowitz: What would you like me to do if I see something that is not accurate from what you posted? I obviously cannot post a response because that would be breaking Sunshine Laws. That is my problem with this. It is not intentional, but it is people in the community, I understand this page is prominent because of just the volume that is there, but they are getting one snapshot of one Board member and I think that is doing a disservice to the community.

Ms. Kooiman: Answer before I do.

Mr. Miller: It is the same problem because you may use words that are slightly different than what Mr. Ciechanowiecki would use.

Mr. Popowitz: I am giving two discrete examples, but the underlying question is we as a Board have decided about this already.

Ms. Kooiman: I do not recall that.

Mr. Popowitz: We have numerous times and you have been on the Board longer than I have. People have commented in this meeting we have given direction prior to and with this Board, not to comment publicly on Facebook or other social media about Board actions, and that is not happening. I did not go with the ride along because I know that Mr. Miller said you requested it.

Ms. Kooiman: I checked with our attorney.

Mr. Popowitz: That is not resolving the problem at hand whether or not you are allowed to is not whether or not the Board itself has elected a different course of action.

Mr. Ciechanowiecki: I am going to comment on one thing here. I will take one aspect of this. Approximately four or five meetings ago, I requested that no Board members ride because if any decisions go wrong with landscaping, I will hold you two responsible.

Mr. Pulcini: Can the Board give this direction to Mr. Miller not to ride with a Board member unless he gives this opportunity to other Board members?

Ms. Kooiman: I am not giving direction.

Mr. Pulcini: Can we give this direction as a Board?

Ms. Wald: The Board can give whatever direction they want to their District Manager, as long as it is legal and it specifically covers what is included within their agreement.

Mr. Miller: Right now, BrightView takes guidance and direction from two people, Ms. Mihailovschi and myself.

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Mr. Pulcini: That is not the point. Can we give you direction that you contact the entire Board before you take one of us on the ride along and you give everyone the same opportunity to do so?

Mr. Ciechanowiecki: That is what we discussed last night.

Mr. Miller: Three meetings ago, I offered that to the Board. I said every Wednesday we have a meeting. Any one of you can go if you want to. That is not the big problem as I see it. We have others who ride along with us, our irrigation company, Mr. Rusty McCarthy who does our fertilization and pest control. At times, they may come to us and let us know what they need to do. It is commonplace for all of us to sit there and hear what is being done and why. For example, if Mr. McCarthy is going to be fertilizing an area and we do not tell irrigation, they can wash it all off or they will put it down and mowers will come and take it off, so it is a way for them to communicate, but the decisions rest with me, and BrightView is well aware of that and I am slowly getting the other professionals to understand they can make a recommendation, but I make the decisions.

Mr. Ciechanowiecki: The only difference, Mr. Miller, is that any Board member ride with you, whatever conversation we have, it might or might not be a decision at that point which represents the whole Board.

Mr. Popowitz: They are giving information so if whatever reason, obviously this is nothing against BrightView, but if we elected to try to change landscaper, our Board members have more first-hand knowledge of what is going on at the ground level with that landscaper or any other vendor than the rest of the Board, and that is my inherent problem with this is that you are now immersing yourself with that vendor with landscaping. That is like me sitting in Ms. Wald's office and helping her write a contract because I am an attorney. If you want to question at the meeting, Mr. Popowitz, what do you think about this? I am at the meeting and I will give you my comments from my experience, not as an attorney, but just that background. If there is a county problem at the meeting, Mr. Lowe and Mr. Pulcini can give comments about that, but it is not fair for one or two Board members, to go on site without the authority of the Board.

Mr. Pulcini: Mr. Miller, you asked her to come along because you lacked experience in the field. So, obviously you called her along for her to give you her opinion on the subject matter, so you are relying on her opinion, and that is exactly what you should not be doing. You should

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not rely on her opinion. You should be the one making the decisions, not her. You should be relying on your expertise or your company's people, not the Board's expertise.

Mr. Miller: When I say I lacked the experience I have not been on the ground here for years. I am well-experienced in making decisions and getting input from various sources, making a decision for myself and going forward. I do not have to know all the Palm Trees because there are enough people out there that can ask what is this type of Palm Tree? What is important about it? I am taking a little bit of offense if you are saying I am relying on someone else to make the decision. I am relying on the experience that she has seen to be trying this.

Mr. Ciechanowiecki: My biggest concern is if any vendor has an issue again, I hold both of you responsible, as it should be. The reason anyone creates additional minutia in that process is by saying, I want to avoid this at all costs, running a business like I do, I want to avoid in-betweens because anyone can say well, *I was told to do x, y and z*. Is that what the Board told you?

Ms. Kooiman: I do not tell them what to do.

Mr. Ciechanowiecki: I am just saying I want to remove that. That is why I am saying that when a Board member travels with you, it should be under the decision of the Board who and what happens so that way those issues can be removed from the equation, if that makes sense.

Ms. Kooiman: No, it does not because I have 12 years as a Master Gardener studying under Texas A&M and the University of Florida. I can lend expertise. I do not tell these guys what to do. I will look at something, when we are looking at a tree and say *that does have an infection*. Mr. McCarthy, have you treated this one yet? That is what I do. That is why I got on the Board, because I have an ability in an area that could be of use to this community. If we had a trouble with a patent in this area, I would think Mr. Popowitz would step up and offer his opinion.

Mr. Popowitz: I would, at the Board meeting.

Mr. Ciechanowiecki: With the Board's direction.

Mr. Pulcini: We need to know that too.

Ms. Kooiman: How many times have I told you I am not making decisions. I am just helping them out identifying issues. Did you check this out? If you want me to go along and just not say a word, it is interesting, I have been told by the attorney that I can go. I am going as an interested civilian. I am not going as a Board member. I am an interested party.

Mr. Popowitz: A resident has that same level of access.

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Ms. Kooiman: What resident has what I have got?

Mr. Popowitz: The Board has a right to know what is going on at the ground level on equal terms unless the Board decides this person should get immersed. They have expertise in a certain area. They should do it. It is not fair to the rest of the Board that one Board has a more immense amount of information than the other Board.

Mr. Ciechanowiecki: This is especially the case when we discussed this four or five meetings ago.

Mr. Popowitz: That is the worst part is that we decided as a group at that meeting not to do this.

Ms. Kooiman: I checked to see if it was legal.

Mr. Popowitz: No one changed anything and said I found out this was legal or whatever the direction I have gotten and I am still going to do it. I am under the assumption this has not been happening. That makes it even worse to me.

Ms. Kooiman: Honest to God, I do not see the issue because you can go for a ride around with them too. Take a Wednesday, ride around and see what is going on. I know Mr. Lowe did that one day to see what is going on.

Mr. Lowe: We obviously are not going to agree on this. This is one of those agree to disagree type of issues.

Mr. Popowitz: I just want to have direction of the Board.

Ms. Kooiman: Ms. Wald, can I do that?

Ms. Wald: What?

Ms. Kooiman: Tell me I cannot go. I thought only a vendor could tell me that.

Ms. Wald: Here is how it works. As to the agreement we have with the vendor and the Board. If the person that is "being charged", it is the District Manager and then the District Manager can provide the direction specifically to the vendor pursuant to the agreement itself. As to this ride along, it is completely up to the District Manager or to any individual whether they want to go and see something or not see something. Again, going back to direction of the Board, that is the Board giving direction to the District Manager. It is up to the District Manager as to whether they are going to have a Board member, member of the public, or Ms. Mihailovschi, as to whether they want to take them along for the ride. There is nothing illegal about it. The legality comes into play when you have multiple Board members and now you have to advertise it as a

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meeting and you do not have the members of the public who have the availability to come and ride along as well. There is no legal issue with just a Board member going with the District Manager or vendor to see something.

Mr. Lowe: There have been no circumstances in which two people from the Board have been on a ride along. Do we want to go back to the original decision which was made four or five months ago with no ride alongs basically, or do we want to make it official so under a specific scope or specific situations, there is the ability for one individual person to ride along? Those are the two options on the table.

Mr. Ciechanowiecki: My concern is based on performance. It is keeping *church and state* separate.

Mr. Lowe: I understand and I like that approach.

Mr. Pulcini: We cannot create accountability when there is none.

Mr. Ciechanowiecki: We are claiming that there is, but that is the risk. There is another topic coming up that we made the decision five months ago. If we would have discussed it as a Board, it could have been addressed differently.

Mr. Lowe: That is why I am saying do we want to go back to the original decision and find a way to enforce that or do we want to basically re-formalize this ride along situation under very specific guidelines and take advantage of her specific expertise? Those are the things that I hear on the table.

Mr. Pulcini: Those are not the options because if you pass a rule for the ride alongs, that rule will apply to Ms. Mihailovschi along with all our Board members. That is silly because there could be a reason for Ms. Mihailovschi to ride along with you or ride along with Mr. Ciechanowiecki. You cut every option of everyone who works for the District to ride along with a Board member. The problem we are having is a specific one. It is with landscaping and with Ms. Kooiman with landscaping specifically. So we have to address that specific problem, not the ride alongs in general.

Ms. Kooiman: How is this different from your meeting with the accountants?

Mr. Pulcini: If you did this once in a while, it is not a problem. If you use a ride along to get to know the community, that is not a problem, but if Ms. Mihailovschi and I ride along every Wednesday, then Ms. Mihailovschi is giving me more information.

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Mr. Lowe: Let us just be more practical. Let us assume we have an infestation in the FP&L lot and we need some expertise rather than having to pay. If we have permission, can she go? What is wrong with that?

Mr. Popowitz: There is nothing wrong with that. That is a very isolated situation. This is happening every week.

Mr. Lowe: My suggestion was to make it a very specific scope, not necessarily something ongoing, a very specific situation where we leverage on some of the expertise.

Mr. Pulcini: It is going every week that is a problem.

Ms. Kooiman: How is this different from your meeting with the accountants?

Ms. Mihailovschi: Every week I sent you the report that I prepared after we were done with the drive-through. Will that change anything, because every time we go on this ride-through I just write down whatever we are seeing and whatever has to be changed. If I send you that with the weekly update, will that help?

Mr. Lowe: In the eyes of what I believe they are describing, probably not.

Mr. Popowitz: I think it is a different circumstance if a Board member has a question about something in an isolated circumstance or Mr. Miller needs assistance in an isolated circumstance, but to me, riding every week is usurping an opportunity for the rest of the Board to do the same thing, assuming we want to.

Ms. Kooiman: They are welcome to show up at noon.

Mr. Lowe: Can it be less than every week? Can it be once a month or once a quarter? Can it be a specific situation?

Mr. Popowitz: I think it is at the discretion of Mr. Miller, as the District Manager, to indicate whether there is a certain circumstance where I need assistance.

Mr. Ciechanowiecki: I will give you the specific example. We were talking about trees two meetings ago, and we were discussing who should inspect these trees. That could have been a situation that day in which you could have said to the Board, can Ms. Kooiman come? I do not think anyone would have said no, she cannot go, but those can be discretions and it can be a discussion where it makes sense in the same way. I am a telecommunications expert per se, and if the Board wanted my opinion of something I would give it. I would not just go and give my opinion.

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Ms. Kooiman: So, you would rather I not help the community as I can with my expertise. This is what I am hearing because you have four men who do not want one woman riding around, because Mr. Pulcini, you never answered my question. How is it different from your meeting with the accountants, if that is your expertise?

Mr. Pulcini: I met once with them.

Ms. Kooiman: You met multiple times.

Mr. Pulcini: How many times did the accountants come here?

Ms. Kooiman: You met with GMS accountants many times. I do not understand why it is OK for the *gander* and not the *goose*.

Mr. Lowe: It is time to make a decision and move on.

Ms. Kooiman: I think this is the first time I ever heard a Board decide that another Board member cannot help the community.

Mr. Lowe: That was the motion I made four months ago. Do we do that as an option or a very specific scope upon the request of Mr. Miller? Those are the options.

Mr. Miller: Either way, I still have the ability to ask any professional I choose whether I have to hire them and we pay money. You are not restricting my ability to manage and that is fine, from my standpoint.

Mr. Pulcini: Why would you compare someone that you pay with riding with a Board member?

Mr. Miller: Let us say that it is not a Board member. Let us say I am familiar with one of your residents who has expertise in an area I do not know anything about, like hydrology, and we are having a hydrology problem in the FP&L.

Mr. Pulcini: I have once a month to talk. Let us discuss landscape specifically. Do not bring in hydrology. Why would you pay someone to ride through for landscaping?

Ms. Kooiman: Why would you pay for someone to ride for landscaping?

Mr. Miller: If I were aware of a situation where we had a series of hedges that within the last week suddenly changed color and appeared to be dying, and I wanted to have some chemical analysis done to determine whether or not it is a fungus or some sort of a blight as I have heard about, or whether it is a chemical reaction having too much growth regulator sprayed on it, then I would have to take that to someone who is a chemist and I would probably have to pay for that service and it would cost \$700 to have it done. That is a decision I am viewing right now.

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Mr. Pulcini: Instead of paying them, we call Ms. Kooiman.

Mr. Miller: No. I did not say that.

Mr. Pulcini: It has nothing to do with Ms. Kooiman, so why are you bringing that up?

Mr. Miller: I am talking about using any professional. You did not want to discuss hydrology. I am giving you a real life example. We have some hedges right now that I have some concern on. They are currently being tested, not at our cost, but at BrightView's cost and depending on what I hear there, I may want a second opinion. If we had a chemist that I was familiar with here that lived here, I would probably ask for their expertise. When I said I use experts, not just one, but a variety of them for various things. I am not a chemist, so I am not sure I can do the analysis. The point I am making is from the District Manager's perspective, you do not want to tie the District Manager's hands on dealing with professionals, whether it is plumbing or landscaping, at least I do not think that is what you want to do. I think you want to be in a position to hold the District Manager responsible for the decisions he makes. I have been complaining off and on for approximately one year that maybe we have a little too much micromanagement from the Board beyond farther down the chain from the District Manager, and I know why you changed the District Manager. You do not have to worry about that any longer.

Mr. Lowe: No more discussion. It is time to make a decision and move forward.

Mr. Popowitz: Let the District Manager, on an as needed basis, communicate whatever resources he deems appropriate. It should not be happening on a weekly basis.

Mr. Lowe: I am OK with that.

Mr. Pulcini: Should he contact you and let you know?

Mr. Lowe: We are restricting things.

Mr. Popowitz: It is his discussion. If he thinks it is necessary, let him make that decision.

Mr. Lowe: But to his point, it cannot be every single week.

Ms. Kooiman: This is the point where it has just gotten ridiculous.

Mr. Lowe: Mr. Ciechanowiecki, are you OK with that or do you want to go back to the original motion?

Mr. Ciechanowiecki: I think Ms. Kooiman does hold, of course, a lot of value in what she does. I appreciate it and I get her frustration.

The record shall reflect Ms. Kooiman exited the meeting.

Mr. Ciechanowiecki: I am fine with this per discretion.

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Mr. Lowe: What is your opinion on the two options on the table?

Mr. Pulcini: I think we have to make a motion for one.

Mr. Lowe: What is your opinion, or do you want to make a motion first and then discuss?

Mr. Pulcini: I am resigning.

Ms. Wald: I do not know what the motion is. I am not even really sure of what you are moving.

Mr. Lowe: The direction, Mr. Miller, is basically to eliminate the weekly ride alongs with any Board member because that is not under special circumstances, that is just ongoing. Part two, as an exception to the first is you can request a specific Board member for a specific need that you have in terms of seeking expertise or area for a second opinion, at your discretion. That includes any of us, not just one person.

Mr. Ciechanowiecki: Does that conclude?

Mr. Lowe: Yes.

Ms. Wald: Is that the motion?

Mr. Lowe: No, that is direction.

Mr. Ciechanowiecki: I do apologize for dragging this along. That is item one. Item two is social media.

Mr. Lowe: That one is easy. I do agree with you guys that we should stay quiet, no comments.

Mr. Pulcini: It has to be an agreement between us.

Ms. Wald: You have First Amendment rights as individuals, so you cannot have a motion restricting First Amendment rights, but the only thing I would state is as we discussed before with social media is to be wary of the Sunshine Law and not communicate with each other on social media. It would be the same as communicating via email, writing a letter, or talking to each other on the phone. That would be the caution I provide to you in that regard.

A Resident: The Sunshine Laws means they cannot discuss anything related to each other or just like voting topics.

Ms. Wald: That is the case for CDD business or business that could be readily anticipated to come before the CDD, unless they are here in a duly advertised meeting.

Mr. Ciechanowiecki: I am going to ask this for my own knowledge because there is a specific Facebook page.

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Ms. Wald: I was not aware of this until now.

Ms. Mihailovschi: You are talking about the other Facebook page, not the CDD page.

Mr. Ciechanowiecki: I am talking about the private homeowner Facebook page, for the homeowners to see. The misinformation on that Facebook page has been catastrophic. I am a homeowner and I have requested access to it, but I have been denied access to it.

Mr. Lowe: What was the misinformation? What was published?

Mr. Ciechanowiecki: A lot of things, including racist slurs, etcetera, by moderators.

Ms. Wald: I am not a social media person, so bear with me if I am not using the correct quotes. On someone's Facebook, or social media account, it does not matter what they write unless it rises to the level where it is actionable and if it does, then you may have an individual right to bring an action against them even if you are a public official. You would have to explore actually what was provided in and of itself. There is absolutely nothing you can do about it, unless it rises to that level. It is life in this century and this is what we are dealing with, and all I can do again is just to advise because you are public officials and you do come under the Sunshine Law. Each one of you individually, not as a collective unit, has that responsibility to make sure you are following the ethics code because you are the ones individually who will suffer the consequences if someone brings that ethics complaint against you. There is nothing you can do about what is posted. When I used to litigate in court, they would call me all kinds of names. It is just part of life and unfortunately, now people get to hide behind this and be nameless and faceless.

Mr. Popowitz: I think my concern is just the misinformation going to the community. It is making people look bad. I think I may remove my name from that page.

The Resident: Can you hire a social media expert to advise us on what to do?

Ms. Wald: There is nothing you can do. It is a private page, unless it rises to a level, and I can tell you right now, I have not had conversations with any Board members to discuss that, but if it does rise to that level, then obviously they can look to me from that perspective for legal assistance.

SIXTH ORDER OF BUSINESS

Staff Reports

A. Attorney

Ms. Wald: As you know, this will be Mr. Pulcini's last scheduled meeting unless you have a special meeting before November 1, 2018. That is when his letter of resignation with the effective date became. You will have one vacancy on the Board. Previously in the past, the last

two times, you utilized a system in which to seek who may be interested in becoming a Board member. I do not know if that is something you would want to direct your District Manager to do, but do understand that you are going to have a vacancy on that date, so you will have less member at your November meeting. You are supposed to appoint someone as expeditiously as possible under the confines of what you have regarding meetings, and also understand there is an election in November, and obviously at some point thereafter you are going to have to appoint someone. No one qualified and like I said, we do not actually have to do this at the November meeting because the November meeting is the day before the two weeks after that period of time, so you would have to appoint someone and then have to do it again, so you can wait until December if you choose to do so. I just wanted to make that clear because if you wanted to provide that direction to the District Manager, probably tonight would be the time to do so to give them that opportunity and time to get that information.

Mr. Popowitz: We should follow the same process where we put it out to the community, providing a couple of paragraphs of interest and qualifications.

Mr. Pulcini: You want to do it now.

Mr. Popowitz: Yes, and say we are going to do this for the December meeting and people can come here and give their speech or talk to the Board during the meeting and then we can make a decision.

Ms. Wald: You can do it in November, but their term is going to be for literally one day. It is fine. In fact, I forgot to look this up beforehand to see if we have the opportunity to not have to do that because the election in and of itself was closed and then the election is two weeks beforehand or one less.

Mr. Pulcini: We cannot postpone the meeting until the day after the election?

Ms. Wald: No. I would leave the meeting date the way it is and if you have someone that shows up and is interested, you could do the appointment and I just basically have to make a decision as to how to deal with it.

Mr. Lowe: It is no big deal whether it is November or December, so let us just move forward with the process.

Ms. Wald: You have time. As long as you continue to have a quorum, you will be fine.

Mr. Miller: If I understand you correctly, it is the Board's desire that I begin to put the technique in place that we have used in past years to provide for an appointment.

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Mr. Lowe: I think this time, since it is four years, we should actually send an email.

Mr. Ciechanowiecki: It should just be the intent of them wanting to file and then letting them know to attend the December meeting, at which time we can ask questions.

Mr. Popowitz: Perhaps we can make an announcement at the HOA meeting.

Mr. Ciechanowiecki: We should use whatever avenue to show interest.

Mr. Miller: We can also post that on the website. One of the things I have started to try to do working with some of the HOA people is for lack of a better place, we have an information app, *info@Monterracdd.com*. That is open to anyone and everyone that has questions and then I can respond to that on the website, so if a person does not understand why we can only water our lawns twice a week, I can address that. My point is we have a vehicle to publish this information.

Mr. Lowe: The website does not generate enough traffic. Are we going to send an email? Are we going to send a letter?

Mr. Miller: I would suggest both.

Mr. Ciechanowiecki: I do not know about sending a letter, but I think at least send an email.

Mr. Popowitz: Everyone is not covered under email. That is my only concern.

Mr. Lowe: I think it is worth \$1,000 to send a letter.

Mr. Ciechanowiecki: It is \$3,000, right?

Mr. Miller: I have not run the numbers here, so I do not know. The cost of the email is virtually nothing. It is the only the cost of the letter, but if we are going to try to reach the broadest scope, then we should do both.

Ms. Wald: I am trying to remember from last time, but did we not receive a list from the HOA and utilize that?

Mr. Popowitz: Not everyone participates.

Ms. Mihailovschi: Are you keeping the emails the HOA is sending?

Mr. Ciechanowiecki: Yes.

Mr. Lowe: Do you have enough direction, Mr. Miller?

Mr. Miller: I do.

Mr. Ciechanowiecki: Do you want him to send a letter or not? That is the question.

Mr. Lowe: I think I said yes.

Mr. Miller: If it were left up to me, I would do both.

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Mr. Lowe: The email is free.

Mr. Ciechanowiecki: I say email. To be quite frank, I think you are going to send an email and the same two people are going to attend.

Ms. Wald: If you are spending money, I would do a motion.

Mr. Popowitz: Irrespective of whoever decides, I think we have an obligation to notify the community there is a vacancy.

Mr. Lowe: I agree.

Mr. Popowitz: We need to do everything in our power reasonably cost wise.

Mr. Lowe: Sending an email can be taken against us simply because someone may say they did not get the email.

Mr. Popowitz: Even with that, knowing they had the opportunity to do it at the election, but did not, still we should be doing everything we can to put it out there and go from there.

Mr. Popowitz MOVED to approve sending a letter to all residents announcing a vacancy on the CDD Board, which the Board will attempt to vote on at the December CDD Board Meeting; and Mr. Ciechanowiecki seconded the motion.

Mr. Pulcini: I am against it.

There being no further discussion,

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

B. Engineer

Mr. Larson: The last time you all received the Annual Report. We did outline a couple of maintenance priorities, but I do not know if that was pointed out to the Board. I will look at the action items for a workshop in the future for the budget since these are now off limits as action items.

Mr. Miller: The Board decided to have me schedule a workshop after the end of the year to sit down with the capital expenditure side, and we already contracted with a firm to take care of our headwall problem. Hopefully, they are going to start this month or the beginning of next

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month. We are addressing that because it is a high priority item. The painting of the fire hydrants was lower.

Mr. Larson: Let us know about that. I wonder if we have to recertify that to Central Broward. I will circle that back to you and make sure the work is done if we have to certify.

Mr. Lowe: What does that mean? Is there a timing to take care of these exceptions or recommendations?

Mr. Larson: No, it is just a recommendation we have so we have outlined improvements which are needed.

Mr. Lowe: Is there a guideline that we need to do those things by a certain date?

Mr. Larson: No, other than if we find out we highlighted sidewalks or some uneven surfacing because of trees and other items, that is probably something that should be a priority, but I do not know if there is a legal risk.

Mr. Lowe: Sure, someone can slip and fall, but you are not answering my question. Is there a regulation which states that you shall have this completed by a certain date?

Mr. Larson: No, I do not think so.

Mr. Miller: My approach on that was to look at health and safety items first. If the head was falling in or on someone, obviously that is important. We are getting bids on the 3,500 square feet of sidewalks which need repair. We have a couple at this point, but I am not ready to bring them forward, so we have been approaching them from that standpoint. Also, they do not rise to the dollar cost of some capital expenditures we know are coming.

Mr. Lowe: Sure. I just want to throw this down, that we do not have a timekeeper on our own. On the other hand, it is not that we are going to wait three years to take care of a sidewalk.

Mr. Miller: Correct.

Mr. Lowe: We trust that you are getting some quotes and you are going through your process.

Mr. Larson: I do not know if this was discussed the last time, we are reviewing the information which Kimley Horn provided.

Mr. Miller: Correct.

Mr. Larson: We have taken an initial look at that and there are no issues associated with the stormwater coming in, but he did ask for some more information which is still going to be looked at.

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Mr. Miller: You may recall the Board asked him or directed him to get with the people on the Sienna project. You were referring to the engineering people who were involved. We are talking about the 35-home development that is on our contiguous area.

Mr. Lowe: Did you make a connection with them?

Mr. Larson: Yes.

Mr. Lowe: What was the outcome?

Mr. Larson: We are still waiting for a piece of information from them. There has been information sharing and what we have reviewed so far has been acceptable. There are no impacts to the CDD or your stormwater. We have asked for a little bit more information from them.

Mr. Popowitz: I believe we talked to Mr. Mojica a couple of months ago about the columns that are not hung on the Estada side. Your report indicates it appears the uplift is caused by tree roots. Is there any kind of definitive answer as to why it is this way? This may impact things we do later on.

Mr. Larson: Again, it appears that way. I do not know how definitive we can be by looking at it from sediment or other items.

Mr. Popowitz: Are there other items, like foundation chips or anything that would cause it otherwise, that way it is like the only factor left?

Mr. Larson: I am not certain. We are not structural engineers in that case. I do not know that it is worthwhile to do this.

Mr. Lowe: There was a test done on that.

Mr. Miller: Correct, there was.

Mr. Lowe: There was a soil test by you guys, so I guess to his point, the study has already been done, so it should be indicated it was caused by *A, B or C*. That is what he was looking for.

Mr. Popowitz: There are two factors. I understand it appears that way and I think it is that way, but I would like something definite as to the factors which may be what contributed to that.

Mr. Lowe: In other words, the *to do* for you is to go back to that first test or analysis that was done and use that as your proration or evidence to rule out any other things if that is the case. Is there anything else?

Mr. Miller: Because of the potential change in the irrigation flow, with the Isles wanting to disassociate themselves, I began looking at our water permits with the state.

Mr. Lowe: Are we done with the engineer?

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Mr. Miller: No, because it applies to him as well. It is a project like many others. I am willing to spend a certain amount of time so I can advise the Board at what time do we need to bring professionals in to work on it. We are at that point right now because our water use permit with the SFWMD expired in 2011. I have a copy of the letter that was sent to your previous District Manager at their proper address. I can find no action taken by them or SFWMD that they ever received any information back.

Mr. Pulcini: What year was that?

Mr. Miller: It was 2011.

Mr. Popowitz: Nothing has been sent since that time?

Mr. Miller: That is when it expired. That was the letter of expiration, saying you need to do something, and to the best of everyone's knowledge, nothing was done. Step one after speaking to them for a short period of time, is that we need to get our pumps recertified, as to the amount of flow going through to make sure the monthly reports that are required and sent to SFWMD are accurate. That will cost us approximately \$300 per pump, and we have seven pumps. We have one estimate of approximately \$2,100. We are getting a couple of others to get them certified because that just starts the paperwork process. Once that certification is done, I think at that point we need someone who has done this in the past, who knows how to do it and can be expeditious on it. I asked Miller Legg to give us information on that. In other words, make us a quote which I have included with your packet today. I believe the email of the one I sent this morning was \$5,000 to do the work, if I am remembering the number correctly. There are other costs incurred, and we also included in there a list of the various fees depending upon use of water and other things that are strictly SFWMD, so this will probably be a two- to three-month filing time to ensure all the studies are done and the amount of acreage that needs to be irrigated, etcetera, is what these items are all predicated on. The person who already has most of that information, if not, all of it, in their files is Miller Legg and it would be my recommendation that we accept their proposal for \$5,000 to do the refiling. It is not because they are leaving us, meaning the possibility of the Isles leaving us, we have been pumping illegally or at least without a permit for seven years and we do not want to be in that position. At this point, SFWMD has not indicated they want to take any kind of punitive action for us, they just want to get us back in compliance. That could change at any time, however.

Mr. Lowe: It sounds like a *no brainer*.

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Mr. Miller: Based on my suggestion here, I am asking for a motion to accept Miller Legg to do the paperwork to file our water use permits. There are currently 19 permits for this property, all of which have expired.

Mr. Popowitz MOVED to authorize Miller Legg to prepare the necessary paperwork to file for the District's water use permits; and Mr. Lowe seconded the motion.
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Mr. Pulcini: I still would like to see other prices and options. There is nothing wrong with Miller Legg. It is a great company and one of the largest engineering firms, I know we are not the only one to check other Districts and look at other engineering firms. At some point, I think we should discuss it.

Mr. Ciechanowiecki: We have got to get this done. I agree at some point we have to look at cost issues. No offense to Miller Legg, but is it a ballpark figure?

Mr. Pulcini: Everything that is presented from the engineer is an emergency.

Mr. Ciechanowiecki: This is expired for seven years.

Mr. Popowitz: I do not believe it is an emergency.

Mr. Ciechanowiecki: We have to get this done.

Mr. Popowitz: Have you been in contact with the SFWMD?

Mr. Miller: Yes.

Mr. Popowitz: Obviously now they are aware of it because it probably slipped through their cracks as well.

Mr. Miller: Exactly, and now that we are on their radar, I would like to be in a position to advise them the next time we speak to them we have already commenced the process. We know we have to get our pumps certified, and that will start the process. They are anticipating two to three months for us to actually get all the paperwork prepared and presented to them. They are looking at another 60 to 90 days of their approval timeframe. They think it is not going to be as bad as that because it is really a recertification. It is a new application of an existing system they already had information on, so I am expecting and I have been told we can expect closer to 60 to 90 days on the approval process, but we are looking at four months down the road, so the idea is to get started on it.

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Mr. Ciechanowiecki: I agree there is urgency, I just received this last night, so it is difficult for me to digest it in 24 hours.

Mr. Miller: I got that right before the meeting.

Mr. Ciechanowiecki: I understand, but to digest \$5,500, I have no idea if that is a correct ballpark figure. That is my discussion.

Mr. Pulcini: Do they have an obligation to disclose this sooner for the community to let them know what they are doing?

Ms. Wald: They are actually talking about it in the meeting today, and if Mr. Miller discovered it in a short period of time, that could not get on the agenda as an actual specific agenda item with just this one email as back-up material. You cannot control that. If they put it on by the Board as it comes, but of course, the meetings themselves are up to the public and the District Manager.

Mr. Lowe: Whose responsibility are you referring to Mr. Pulcini?

Mr. Pulcini: Pardon me?

Mr. Lowe: Whose disclosure are you referring to?

Mr. Pulcini: I think we should have let the community know we are going to do this.

Mr. Lowe: We do not have any requirement for that. That is what this meeting is for. We do not have an indication to send an email to the community about this.

Mr. Ciechanowiecki: Let us go back to the motion.

Mr. Popowitz: That is the hierarchy of what we should be doing. Let us deal with this isolated instance.

Mr. Lowe: Let us vote.

On VOICE vote with Mr. Lowe and Mr. Popowitz voting aye, and Mr. Ciechanowiecki and Mr. Pulcini voting nay, the prior motion did not pass.

Mr. Popowitz MOVED to obtain more quotes to prepare the necessary paperwork to file for the District's water use permits for presentation at the next meeting; and Mr. Ciechanowiecki seconded the motion.

There being no further discussion,

On VOICE vote with all in favor, the prior motion was approved.

C. Clubhouse – Items for Approval
i. Tree Replacement Update

Ms. Mihailovschi: We were able to identify trees that we can install on the median for Pine Island and Sheridan. We were able to identify and get to the price of \$12,000 to spend on those two medians and then have the rest of the money that you approve to replace trees inside the community. The prices on this spreadsheet are from multiple sources, and now I have two proposals from Tropical Thatch and DynaServ that they are up to that price, between \$10,000 and \$12,000. We will be working this week with Mr. Miller to decide which one will be awarded the contract.

Mr. Ciechanowiecki: This is significantly lower than what we looked at two months ago, correct?

Mr. Miller: Not necessarily. We had a \$60,000 budget, \$12,000 of it was earmarked for the medians. What we have been able to do by changing species and sizes is instead of having 11 trees going in there, we are currently at 21 and I think with a little more finite questioning on my part, of two of them, we might get as many as 22 or 23. The City believes that over the last 12 years, we have lost 40 trees on the two medians. I am not disputing that. My point is that when we told them we were going to be putting in what we can and right now it looks like 10 or 11, their attitude was not good. When we come back to them and tell them we doubled that, they will be happier. It is a process. They did not all die in one year. We are not going to replace them all in one year.

Mr. Lowe: How many are going inside?

Mr. Miller: We have not focused on the inside yet. I focused in on the outside, and \$12,000 goes to the outside.

Mr. Lowe: We are not even close to doing the inside.

Mr. Miller: We are using the same trees inside. We will just have to develop their location. The exercise we have had at this point is to try to find quality trees at a price we can afford.

Mr. Lowe: How quickly can we have one of these trees for the inside?

Mr. Miller: By the next meeting, if not before, and if it is I will email it to each one of you, but to discuss at the meeting at that point.

Mr. Lowe: Is this just information because it was already approved?

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Mr. Miller: Yes.

ii. Tree Trimming Proposals

Ms. Mihailovschi: At the last meeting, I gave you a proposal for the work. The total price was more than was budgeted, so you were asking to have an arborist make a list of the trees they needed to have the most. First, there is a list of trees. Brad offered the arborist to do this. The arborist was here and was given the list and was supposed to have something for Friday. Hurricane Michael came in and they are going to have to go to Tallahassee and Panama Beach, so he is working on it and he will give me the list. I also have another person from a company called Innovative Grounds Management of Florida, that I think he was the one that originally worked with the builder to plant the trees, and he is also looking at the trees and he wants to come up with a plan.

Mr. Lowe: Did you include on the list the ones on Sheridan, the ones that are really overhanging on the sidewalk over the fence?

Ms. Mihailovschi: Yes. For some of that material, Innovative Grounds Management was worried about the plan to start. This is very general to what he sent today. It starts with the trees on Monterra Boulevard, NW 39th Street, NW 84th Avenue, NW 85th Terrace, buffer trees on Pine Island Road, buffer trees on the east and west side Pine Island median, Sheridan Street median trees, trees on the buffer between Terramia and Solano and the Sheridan buffer north. Each one wanted to do the outside and then the second year go inside.

Mr. Miller: One of the things we suggested to anyone that is making a bid on it is yes, we have a situation and we need to do this, but let us start a plan, let us be proactive, let us decide what needs to be done immediately and on a rotating three-year basis go through all of our trees. We are currently at over 3,000 trees on the site, 3,600 to be exact. Not every one needs trimming, but we do have some that are mature that for the health of the tree and also *Heaven forbid* the next hurricane that comes around, we need to have our hardwoods to be taken care of first because they are the most vulnerable in terms of a storm, after which we can work more on our Palms and clean them up and do those kinds of things, but it is like anything else. If you do not maintain something for 12 years when you first start, it is a job. It is easier to keep going once you have some sort of a plan, whether it is a three- or four-year plan, I am not locked into three years. I just said give us an idea of what it would be so that we can get a process going.

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Ms. Mihailovschi: I would like to ask the Board to authorize Mr. Miller and I based on the list the arborist will give us, to spend the \$30,000 in the budget to trim the trees because if we have to wait another month, it will be worse.

Mr. Pulcini: Would this plan be the same plan that other arborists would go with?

Ms. Mihailovschi: This is just for this person. I do not have the other proposals.

Mr. Pulcini: If we go with this plan and spend this \$30,000, and then we decide not to go with this arborist for years two and three, would they follow the same plan?

Mr. Miller: We are the ones deciding the plan.

Mr. Pulcini: You have to follow the same plan.

Mr. Miller: We can change it if we need to, but I see no reason. There are some trees which only have to be trimmed every three years. We have some trees which need to be trimmed more frequently.

Ms. Mihailovschi: The other arborist was set to go to Tallahassee. He was doing the list, but I do not have the list. Most likely, in my opinion, everyone will say the same thing. First we need to start with the trees which are on the main streets just avoid a tree falling onto someone's car or a person just from that standpoint, and then you go on the inside.

Mr. Miller: In that case we want to be cognizant of any trees that are overhanging our residents' property that if they were to come down and crush their fence and end up in the pool, we would need to take that into consideration.

Mr. Lowe MOVED to authorize Mr. Miller and Ms. Mihailovschi to have the trees trimmed in an amount not to exceed \$30,000, and Mr. Ciechanowiecki seconded the motion.

Mr. Pulcini: How much do we have in the budget?

Mr. Miller: \$30,000.

There being no further discussion,

On VOICE vote with all in favor, the prior motion was approved.

iii. Proposal to Pressure Clean and Seal Pool Deck

Ms. Mihailovschi: The last one after we cleaned, he was able to remove that sealant by the tables in the pool area.

Mr. Ciechanowiecki: It came off?

Ms. Mihailovschi: Yes. The person who did that job was suggesting to have the entire pool deck pressure cleaned and sealed, but they do not want to do just one part. I got a couple of proposals for you to compare. We asked to compare *apples to apples* and this is what we have.

Mr. Ciechanowiecki: Which is the one that did the work already?

Ms. Mihailovschi: The one that did the work over there was H.I.Q. Services Corp. and 5 Star Pools, Inc. drained the pool.

Mr. Pulcini MOVED to approve the estimate from 5 Star Pools, Inc. in the amount of \$4,600 to seal the pool; and Mr. Lowe seconded the motion.

Mr. Popowitz: When we did the experimenting, it was with H.I.Q.?

Ms. Mihailovschi: H.I.Q. is the one that did the work.

Mr. Popowitz: Was there a technique they figured out or was it us?

Ms. Mihailovschi: They figured it out.

Mr. Ciechanowiecki: The acid did not work. It was the cleaning.

Mr. Miller: They had a chemical, I do not know what it was, that they were able to put down and pressure clean it off, and it just lifted the stuff off beautifully.

Mr. Ciechanowiecki: The only thing I can say is the quality of the sealer makes a big difference, and I do not see the sealer stated from H.I.Q. I do not know how to verify if it is a quality sealer or anything like that because there is something with commercial grade sealer. Personally, I think we go with H.I.Q. because they already did the other work.

Mr. Popowitz: That is my feeling.

Ms. Mihailovschi: I think I should ask him to put on the proposal if stains happen what he will do.

Mr. Ciechanowiecki: It should be something on the quality of the sealer.

Mr. Lowe: More than that, like three months or six months.

On VOICE vote with none in favor, the prior motion failed.

On MOTION by Mr. Ciechanowiecki, seconded by Mr. Pulcini, with all in favor, the estimate from H.I.Q. Services Corp. in the amount of \$6,300 to seal the pool was approved subject to them providing a warranty to be negotiated by District Counsel.

Ms. Mihailovschi: I have one more thing. I know November and December are close by, so I just wanted to ask if we can do like we did last year with the holiday hours coming up at the clubhouse, that I close early on Christmas Eve and New Year's Eve. We open the clubhouse from 6:00 a.m. to 4:00 p.m. and then I close Thanksgiving, Christmas and New Year's Day.

Mr. Ciechanowiecki: That is fine, whatever worked last year. Do you need a motion?

Ms. Wald: Direction is fine.

D. District Manager

Mr. Lowe: Let us discuss encroachment first.

Mr. Pulcini: I suggest we drop the entire subject because apparently we cannot get it done the way we want it done. The whole idea was to have an agreement between the CDD and the homeowner. I think we cannot get it done, so let us drop the entire project.

Mr. Lowe: What do you know that the rest of us do not know? I do not understand what the discussion is over here. The last time we had this discussion, we agreed to send a letter for 60 days. You sent a letter and emailed Mr. Miller, indicating to stop the letter. The last motion was to send a letter with a 60-day notice for the homeowners to fix the issue. It was subject to an email to stop the letter pending the City Commission Meeting. That is all I know.

Mr. Miller: When the motion was given and direction given to me to send the letter, there was no specific date for it to be sent. I became aware that there was at least a request to discuss the situation at the City Council Meeting. Eventually, it was pulled and did not occur during that meeting. The point then was raised as I working with legal as to legal descriptions if we have to go that route, not the legal description of what the homeowner's property is, but the legal description of our property and we are still working on that facet of it, so the letters are ready to go. All I have to do is put a date on them and we will get the letters out tomorrow. It is not a problem. I have everything labeled and ready to go, but I want to be sure before we send a letter out if for some reason we were unable to make good on our request either from a legal standpoint in terms of identifying the property or some action taken by some other party, I wanted to be sure we were not sending it out on a Tuesday and then Wednesday find out that our hands are tied and we cannot do anything. We have managed to get some other information in terms of this document

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that gives us the book number and page number for the various pieces. It is then a matter from a legal standpoint, of determining where we can go from there. That just came to us today. As a matter of fact, it came to us at the meeting today. I am requesting or suggesting that we should have a little stay of working on that while we determine from a legal standpoint whether we can identify our property from a legally-sufficient point of view. Am I stating that somewhat reasonably?

Mr. Lowe: I am still trying to understand the issue that we do not own the common area. Is that what the subject is?

Mr. Miller: I am convinced that we own it from various items.

Mr. Lowe: Is it that we do not have ownership of the area?

Ms. Wald: The question that was raised is what is the legal description, the areas as to the easement that the District holds, so the question I ask since Miller Legg is the District Engineer and also was the one who prepared and applied for all the plats and have all the information to verify that easement, whether that easement was on a plat, one of the amended plats or that was a separate easement done at some point. When the push-back happens, Mr. Miller has the information directly to provide to those individuals when that occurs. What Miller Legg handed us today, right before the meeting began, is some documentation where it was book and page numbers of a variety of different plats. The problem is that it still comes down to the question, is this something which is on the plat or is this a separate easement? I am not the Records Custodian, and I am also not a District Engineer, but do know how to read plats to a certain extent, and whether that is an issue. It is not an issue now, but it could be an issue down the road after the letters go out. One of the multiple discussions that Mr. Miller and I had after the meeting was that basis of information, and having those ducks in a row before the letters go out so we are prepared with the current situation.

Mr. Popowitz: I would expect maybe a rollback, like lawsuits.

Mr. Pulcini: I had several meetings with both management and an attorney present at the meeting with the City, and I believe the best thing would be to drop the subject.

Mr. Lowe: I need to understand why.

Mr. Pulcini: I suggest that you do your research again.

Mr. Lowe: This is the meeting where we do the research.

Mr. Pulcini: No, it is not. This is where we make the decisions.

Mr. Lowe: They do the research and we inform.

Mr. Ciechanowiecki: I am sorry. I was not at the last meeting, so our recommendation as of the last meeting was to essentially let everyone know they are all encroaching onto these properties, correct, send out these letters and ask them to remove that such encroachment, correct?

Mr. Pulcini: Correct.

Mr. Ciechanowiecki: Mr. Pulcini, are you going to speak to the City?

Mr. Pulcini: I spoke to the City.

Mr. Ciechanowiecki: What did they say?

Mr. Pulcini: They had no problem. They had no interest in this. The reason they told Mr. Miller they cannot endorse the agreement is because of open space.

Mr. Miller: That is designated open space.

Mr. Pulcini: This is not a City matter. It is a County matter.

Mr. Ciechanowiecki: Understood.

Mr. Pulcini: It goes above the City level. It goes to the County. We cannot even do that as the City. We have to go to the County.

Mr. Ciechanowiecki: Would that be correct, Ms. Wald?

Ms. Wald: I cannot answer that question.

Mr. Pulcini: That is what they told me. It would be the County, not the City.

Mr. Ciechanowiecki: You were trying to find out if we could have conversations around avoiding this letter going out. It seems like, the City did not retract the statement that was given to Mr. Miller.

Mr. Pulcini: No they did not. We need 30% of open space. When the builder presented the plans, growth management knew they would have a problem.

Mr. Ciechanowiecki: Now this problem is here.

Mr. Pulcini: This is basically something they will not pursue.

Mr. Ciechanowiecki: That does not mean it is right or wrong.

Mr. Lowe: Exactly.

Mr. Ciechanowiecki: The same way that we received a violation from several years, does not mean we should not try to update it and do the right thing.

Mr. Lowe: Correct.

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Mr. Ciechanowiecki: The correct thing would be to send out these notices to these homeowners.

Mr. Lowe: We may do so once we tie whatever is open.

Mr. Ciechanowiecki: Do we have a requirement to do so? Do we have to make this decision?

Ms. Wald: You do not have to make any decision. You can leave it the way it is.

Mr. Lowe: It becomes a precedent issue.

Mr. Popowitz: Let us take a step back from my standpoint. The whole purpose of going down this issue which we now have gotten into, is because there are certain areas for which we could not get access. I believe it is always going to be our problem, as it is the CDD's property.

Ms. Wald: These are all different places throughout the community. It is not one area in one place. Ms. Mihailovschi and I were trying to look at this while we were sitting in the meeting to try to figure out the locations. You are talking about by piecemeal and when you look at this alone, there are 20 recorded documents already, so it is not an amendment plat note.

Mr. Lowe: What you are saying is that this is going to take some time.

Ms. Wald: It is going to take time to unravel because you have to know exactly where each encroachment is located, what type of easement the District has as to each location, and go piecemeal from the additional information which was provided today.

Mr. Lowe: From a practicality point of view, if it is not the CDD properties then whose is it?

Ms. Wald: Forget the County for a moment.

Mr. Lowe: If it is not CDD property, is it the owner?

Ms. Wald: It depends how it is because if it is a CDD easement, and it is an easement because we have the wall there and we are entitled to have the wall there, and we need to have a buffer, and I am making this up because I do not have it in front of me, of five feet and it is within that five-foot buffer of our easement, and we cannot have it removed.

Mr. Popowitz: That means it is someone else's property.

Ms. Wald: It is owned by the homeowner. That is the scenario and for example, and I am just going to use Mr. Popowitz's house, not on purpose, just because they showed me where it was on the map. He owns that property, he has his survey which he can bring in and he can say that is my property, but it is going to show on his survey the CDD's easement, then you have to look at

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that CDD easement which was what I was asking for, and is what I need as a legal perspective, to look at that easement and see what it consists of, and that is where it comes into play. We were hoping to have all of this done because we started right after the last meeting. We were hoping Miller Legg would get us the information and they did not within that period of time, so we can make that resolution and have the letter go out, because if not, Mr. Miller was going to have many angry residents once that letter went out.

Mr. Miller: There are 20. One resident contacted us that she removed the fences.

Mr. Lowe: I appreciate that we want to take the time to *dot the i's and cross the t's*. Let us just discuss the precedent. We have been maintaining these properties, or we have been trying to maintain these properties for seven years since the inception, good or bad. Perhaps it is not even our role to maintain those items, but probably more importantly, if we do nothing it will set a precedent.

Ms. Wald: I think the other issue too, and this may be helpful that Mr. Pulcini is going to be on the City Commission, is that communication along with the City to advise the City when you are approving these fence permits and applications, and you are looking at the survey, you better make sure that survey has everything on it with the easements, and do not allow those fences to connect to the CDD wall where that easement exists. Cities overlook this because they are easy to do and I can understand from that perspective how it would get overlooked, but they need to understand it should be rejected. I think in that aspect it is important the City know that moving forward, so you are not in this position again, and then they have to come here.

Mr. Lowe: Is another 30 days' sufficient time?

Ms. Wald: I do not know. I have to get it from Miller Legg.

Mr. Lowe: Let us decide on a timeframe, and obviously we cannot send anything on this.

Mr. Ciechanowiecki: If we do tell these people to move their fences, they could technically recreate a fence in the back. Does that make sense? You can close off a lot.

Mr. Lowe: It depends on the fence.

Mr. Ciechanowiecki: They could do that. Would that give us enough access to go back there and maintain that area?

Mr. Miller: That was the purpose of having the maintenance easement in the first place, so we can maintain both sides of the wall.

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Mr. Ciechanowiecki: I understand, but do we have enough structural area if everyone would “remove” the fences that are encroaching, and then they go back out and build a fence to where it should be? Will there be enough space to maintain that?

Mr. Miller: In theory, yes, but again, we have not looked at the individual easement. If it says that it is a three-foot easement, that is something else.

Mr. Popowitz: In all practicality, this is the back of someone’s house. I can tell Mr. Rodriguez in VDP, who is always complaining that there are Palm fronds behind his house on trees that are in our easement were not being picked up because no landscaper is going to go all the way down there behind someone’s house. It looks like their property. I understand technicalities and legalese, but it is someone’s backyard and in the scheme of things, if the owner is maintaining that property, and we do not need to get access, I do not see what the issue is.

Mr. Lowe: That is why the best solution was the first one. You sell property, you maintain it and everyone is happy.

Ms. Wald: You cannot do that.

Mr. Popowitz: We are not losing our easement. We still have our easement today.

Ms. Wald: If that easement is there, and we are making that assumption that it is there, and the easement is in that area where the encroachment allegedly exists, then there is no question. We have it, we can show it to them or if we cannot get back there, we cannot do what we have to do, we have an easement, here is where it is.

Mr. Popowitz: I would rather have that situation where we show it to the homeowner and say we need our access and if they do not want to give it to us, then we pursue it, versus understanding the proactive nature of doing this. I would expect if I were a homeowner getting this letter, and I purchased the house as part of being there, I now am going to contact my title insurance.

Mr. Lowe: That is why the best solution continues to be the original plan if we can find a way to assign that.

Mr. Popowitz: We are saying the City is not going to endorse that.

Ms. Wald: That was the information Mr. Miller was seeking.

Mr. Lowe: According to Mr. Pulcini, the City is not going to be overly interested in that.

Mr. Pulcini: They asked for a 30% number.

Mr. Popowitz: We have that from the original building.

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Mr. Ciechanowiecki: It was exactly 30% with those items.

Mr. Popowitz: I will tell you from what I was told by the prior District Manager, the whole purpose of that easement, that five feet whatever it is in certain areas, is you are creating that 30% with artificial space that really is not community space.

Mr. Miller: That is what I heard from the City that the only reason they had the dedicated “open space,” was that we otherwise did not meet the open space requirement.

Mr. Lowe: How did we attain areas like that?

Ms. Wald: I do not know the County requirement.

Mr. Pulcini: They cannot change the rule.

Mr. Popowitz: You are saying the County.

Mr. Lowe: Option one, we spend talent and resources finding this ownership easement issue. Option two, we drop it as Mr. Pulcini suggested. Option three, since no one is going to change any rules, perhaps we just do the agreement with the homeowner, or remain status quo.

Mr. Popowitz: I do not believe any contractor looks for a homeowner that we now know the City is not behind. I think to me that is a problem.

A Resident: You are going out of your way to break the laws is what you are doing.

Mr. Lowe: We are not open for discussions yet sir. There are pros and cons clearly on either of them.

Mr. Ciechanowiecki: We are not breaking the law.

Mr. Popowitz: We did not cause the situation. We are trying to address it, and we are trying to figure out the best mechanism to do so.

Mr. Lowe: We need direction.

Mr. Popowitz: To me, if you have a specific circumstance where the homeowner is not taking responsibility for an area, and we need to access that area for whatever reason, then we address the situation. To do this on a blanket, I do not know what the benefit is, besides being completely proactive.

Mr. Lowe: What do you mean?

Mr. Popowitz: If there is a piece of property and the lawn care guys cannot get back there and the homeowner is not giving us access, I believe we would have to deal with that situation.

Mr. Lowe: Out of the 21 letters which are potentially going to go out, how many are out of reach?

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Mr. Miller: In terms of trying to get back to fertilize and do pest control, it is 20 because one person has already removed their “encroaching” fence.

Mr. Lowe: We have 20 situations in which we cannot maintain properly.

Mr. Miller: I am not saying that we have not, I do not believe in the past we asked them to put a gate in back there so we can get in to do our fertilization and other things.

Mr. Popowitz: Perhaps as a soft attempt directly with the homeowner, we tell them we have this easement. We want to make sure you are aware of it and we need to get access. Would you mind giving us access? It is our easement anyway, so I guess you do not want people on private property without treatment. That is an issue.

Mr. Miller: Whether it is five feet wide or 10 feet wide the concept is still the same.

Mr. Lowe: Correct.

Mr. Miller: In some cases if it is only five feet wide, then the guys have to go in the back. If it is wider than that, they can run their gator down there to do what they need to do. That is where the problem was because it was reported that when they tried to get in there, they had to drag the hose from basically the sidewalk all the way back, climb over fences to do the work, and go to the next fence, which is not efficient.

Mr. Lowe: The other issue I am concerned about is precedent.

Mr. Miller: Absolutely.

Mr. Lowe: If I start hanging things from the wall, it is a precedent issue. Right now we have 21 situations out of potentially 100 that are facing CDD property.

Mr. Popowitz: I agree with you in the sense that there should be an issue if someone hangs something from the wall that is not theirs, but to me it is a different mentality when a homeowner is trying to close off the property behind the yard and they are wasting five feet of space by creating a dual fence.

Mr. Lowe: Sure, but if it is not their property, it is not their property.

Mr. Popowitz: It is form over substance in the sense of you maintaining that property and if it is not causing any harm, I do not see what the issue is. The way it was set up was faulty to begin with.

Mr. Lowe: I agree 100% that was the root cause.

Mr. Popowitz: Yes.

Mr. Lowe: A soft approach is another alternative, but then what do we do the next time a resident wants to extend the pool deck?

Mr. Popowitz: We are not regulating that. That is between the HOA and the City, however they are dealing with those kinds of permits.

Mr. Ciechanowiecki: It is even worse because the permits are coming back allowing them to build all the way to the fence. So, the City is letting them break our rules.

Mr. Lowe: Forget the permits. I am concerned with the fence.

A Resident: Is the City making a mistake every time they approve this?

Mr. Lowe: It seems like it.

Mr. Popowitz: Let us step back. Why do we not advise the City we are having some concerns, so that way they are aware and maybe they can be more proactive when they are looking at our permits.

Mr. Pulcini: They know.

Mr. Popowitz: Are they fully aware?

Mr. Pulcini: Yes, they have had several meetings. What they said is they give the permits correctly and after they give final approval, the people can change the fence.

Mr. Lowe: That is true.

Ms. Wald: It is a code violation.

Mr. Lowe: That is the situation.

Mr. Pulcini: They do not go in afterwards.

Mr. Lowe: Sure. How many times are they going to go? They are only going to go one time and that is it. You cannot expect them to go every month.

Ms. Wald: It is a code violation because it is work without a permit, and it should be reported, if that is what is going on.

Mr. Lowe: Do we want to see if you can get farther ahead on your search and discuss at the next meeting?

Ms. Wald: I do not have a problem with that if Miller Legg can provide me with better information.

Mr. Lowe: We will direct Miller Legg to give you whatever you need so we can see if we have more clearance to make a determination by the next meeting.

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Ms. Wald: I told them I needed to see the easements, whether it was on the plat or whether it was a separate easement.

Mr. Lowe: Let us pause until the next meeting assuming that you actually force whoever needs to be forced to be encouraged so that they can give you more information, so hopefully we can get to an intelligent decision.

i. Renewal of District Manager's Contract with the CDD

Mr. Miller: It is an automatically renewable contract you do not have to take any action on, but I did want to bring it up at this time. I believe our contract started October 21st, and it will automatically renew at that time. I gave you a copy of the contracts. Appendix B is the stated hourly quotes, etcetera. There are only two adjustments I think you need to be aware of. One of those which I previously mentioned is that the scope of the business we have at hand from the District Manager's point of view, is that when we come up with a topic we determine what we do by hours, it is a judgment call, to give you enough information so the Board can make some sort of a decision of whether to go forward. Case in point, we found out with the irrigation problem that the first thing we need to do before we do anything is to get our pumps certified. That falls within the normal scope of work. Once we determine that it really needs someone who has different expertise or licensure, that becomes a project and the Board needs to guide and direct who is going to do that. Inframark is more than happy to take some of those items on. We currently have a published rate in there to do that for \$100 per hour. I think that is a little high for some of the projects we may undertake. I pointed out in passing regarding the situation with the hurricane and management of the FEMA situation there. Because there was not enough detail in our fee structure as to what that might be, I did not feel it was appropriate to come forward with a cost figure after the fact. If we were to have another hurricane and we were looking at picking up the reins and going forward again, I would come forward with some sort of a proposal to do the work at a different dollar amount, probably \$65 per hour is the rate I saw in this particular hurricane season. The other area that is of most concern is that the contract makes reference to summary minutes. The Board has been interested in having verbatim minutes and I was asked how much that would cost us. As a comparison, I went to five different court reporting companies as advertised by Google, and requested information from them. Two have responded and a third one says it is coming, but I have not received it yet and I have given that to you in the memo form. I then looked at what we provide normally within the terms of our existing contract. Whereas the

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court reporters would charge you for the time spent here during the meeting to gather the information, we are here anyway, so we would not be charging extra for that. I then compared the number of pages for summary versus verbatim over the last year. Basically, a summary is 25% of the pages that are produced as verbatim. We did some calculation there and gave you credit for the first 25% of the pages, under your normal contract with us. To provide the summary, there would be no change. To provide the verbatim, we would then calculate at the figure I am showing there for a three-hour meeting. We predicated everything on three hours because we so far have only had two meetings which lasted two hours. We have been going over each and every time since then. That was how it was calculated. It was calculated basically at 49 pages at less 10 pages which is the average, at \$30 per hour, which is the basic cost of our employee to do it, plus fringe benefits.

Mr. Lowe: So let me understand. You are suggesting that these four projects are outside the scope of the original agreement, and the original agreement calls for an hourly fee of \$100 for services above and beyond the original scope.

Mr. Miller: Correct. That is not to say that every project that comes in falls into that category. If there is something I can do within five hours in a month, I am not going to pass it off as a special contract, but in the situation of where we are doing extensive research or work, which is not in the accounting standpoint because that fell within our purview, I need to come forward with as I did here with the irrigation situation, and I asked for guidance or direction or if I can get quotes from people to bring me those quotes. Inframark, when we have the capability and appropriateness to do it, would love the opportunity to bid that project.

Mr. Pulcini: I will say this will add considerably to our contract and I am very happy with Inframark on the financials, they are way better than we used to have and I even gave it to the City. They are better than the City's monthly financials.

Mr. Miller: We do city work by the way.

Mr. Pulcini: They are better than the City's financials, but the price increase makes the current contract not comparable to the contract we originally signed up for, so I think it would behoove us to shop around apples to apples and you know I will not be here, but you guys should compare apples to apples for the correct price. When we shopped around originally, we had verbatim minutes. The City will be changing to verbatim minutes because they have transcription software. It is not actually something that is writing the words.

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Mr. Popowitz: It transcribes it and they go back and check it.

Mr. Pulcini: Correct. There is someone who checks it, but it is not someone that you are going to pay a court reporter to write every word, so it is not very expensive at all because there is no extra cost.

Mr. Miller: That software, unfortunately, does not make the product that is typed ADA-compliant. I will just pass that on for what it is worth.

Mr. Pulcini: It does make some mistakes sometimes, but I think we should compare apples to apples on the price. It was \$50,000, now we are adding \$16,000 just for verbatim minutes, so that is a considerable increase of 34% just for the minutes, plus your work for the SFWMD. It was one position when you took on the contract. It is not a new position after the fact.

Mr. Miller: I have not exhausted the five or so hours that I am planning on to give you enough information to go forward.

Mr. Pulcini: I understand, but I do not see it justified to add it to the contract. It should have been part of the contract when we signed the original contract.

Mr. Lowe: To his point, let us just put some numbers over here, \$1,000 per meeting on the minutes, that is \$12,000 and let us just run that out to 40 hours for each of the projects, that is at \$100, amounting to \$4,000 a project. We are talking about \$16,000 plus \$12,000, which is \$28,000. To his point, it is obviously material.

Mr. Popowitz: Is it a threshold of five hours, is that in the contract or is that something we are just using as a benchmark?

Mr. Miller: I am using that as a benchmark.

Mr. Popowitz: From my standpoint, I do not understand how do we define something within or without the scope of the contract. I see the listing and it is very detailed, but I do not understand on a project by project basis how are we making that conclusion of whether or not it is in the scope.

Mr. Miller: The way I was contemplating it; I became aware we have a potential problem with the improper lack of a valid pumping certificate from the SFWMD. I can stop at that point and say we have a problem with this. What do you want to do with it? I did not feel that was sufficient for a professional District Manager to come up and say here is the problem. I think we need to define the problem better for you, otherwise, how can you make an intelligent decision? So I sat down and said to myself, what do I need to do? Four calls in, I calculated and know what

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that is. I figure it is a five-hour job to define what the problem is so that we then know what kinds of resources we have to bring forward so that I can give you that information. I am doing that in each case. In the case of the encroachment situation, I am not even worried about the hours I have already spent. I am concerned about what we might have to do going forward. The fact that Miller Legg finally has at least given us a starting point here, which is a plus, but at some point, now that we have that when we get it more clarified from them so that we do not have to pay legal prices to have them do all that necessary research, when, in fact, Miller Legg may have it, is counterproductive. I do not mind paying for legal research when it is necessary, but if it is not, we should not pay those hours for it. That is kind of a benchmark of the way my approach to this is. If there is another suggestion, I am open.

Mr. Lowe: I think my suggestion will be to pull down the contract that we have and put on one side of the paper each of the services as stipulated and is agreed in our contract and then on the right put what additional time is necessary.

Mr. Popowitz: It is very detailed and does show the scope of services. I think the problem is items are arising.

Mr. Lowe: To the extent they are not there, you put it on this side, and then we can evaluate as needed, understanding that going on a project by project basis on these types of services is going to be challenging at least for me, to say yes, let us go forward. This is not like an attorney or accountant. You do this at a fixed price.

Mr. Miller: Absolutely understood. I am not saying that we are trying to raise our rates or anything along those lines, we are trying to give you as much value as we can within the normal scope of services.

Mr. Popowitz: It is broken up by accounting.

Mr. Miller: It is also broken up by our various divisions.

Mr. Lowe: It is going to be challenging on a project by project basis.

Mr. Popowitz: I understand there is a large project and that may be different, but I do not understand on a daily basis.

Mr. Lowe: This is four pages' worth of scope, so I think my suggestion is to put this side by side or have someone in your office put this side by side, and say this particular one if it is clearly outside this list, and to the extent there are 10 things on this side that are valid outside this site, we can talk about it and see what can be done, if anything.

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Mr. Miller: The primary reason for bringing it up is just that. If it is the nature of receiving guidance from the Board, on whether or not this is this a project you want us to work on, and hopefully I have given you enough information to make that decision on whether you want us to do it or whether we need to hire an outside source. If it is a project that you want to make more affordable, hire someone else for it. It is simply that fact. It has been vague and I have attempted to give you value for your dollars from that standpoint.

ii. Status Report on Current Projects Underway

Mr. Lowe: Did Echo Blue give you any type of assessment on the swampy stuff we have there?

Mr. Miller: You are referring to the Water Hyacinth on the other invasive plants. In speaking with the gentleman, my understanding was he is basically taking care of those plants, etcetera. I think that once we got a little bit more discussion then became the question of whether or not, or what part of that geographic area is handled. I will touch base on that right now. When I talked with the Broward County EPA person, I have an appointment with her on Thursday, which I am including in defining the situation in going over the documents that we have. They are aware of our situation. They have some concerns over whether or not we are in compliance in terms of the number of water plants we have, etcetera, and I will have more information after I meet with her on Thursday at 3:00 p.m. We have a consultant we have been using for 12 years who says one thing. We have a circumstance where it may be interpreted slightly differently, and I am caught between the two, so I am going back to the people who issued the original license to find out what we can do, and what we cannot do, and from that I plan on writing a report and getting it to you before the next meeting and then we can go forward from there. Right now, I have competing comments from “ordinate” people.

i. Renewal of District Manager’s Contract with the CDD (Continued)

Mr. Pulcini: Mr. Ciechanowiecki, you did not say anything about renewal of the District Manager’s contract. Do you have an opinion?

Mr. Ciechanowiecki: I was not here for the selection of the District Manager, so for me, again, the additional expenses are of concern. I just want to see this on a project by project basis.

iii. Acceptance of the Fiscal Year 2017 Audit

Mr. Miller: I still have a draft copy. The final copy was due to us last week, but it was delayed in Tallahassee. Documents were needed and the hurricane delayed that.

Mr. Popowitz: Is this acceptance by the State or is it our acceptance?

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Mr. Miller: It is our acceptance, from what your Auditors are developing and bringing to you.

Mr. Lowe: Is this last year?

Mr. Miller: This is for Fiscal Year 2017. You do not have it for last year. It was actually due in June.

Mr. Lowe: In other words, we submitted to Tallahassee and they have not sent us a receipt.

Ms. Wald: No.

Mr. Lowe: What is it?

Ms. Wald: You hire an auditor. The auditor does their report. The report is provided to you for review. It then goes to Tallahassee or they just send it to Tallahassee without you reviewing it.

Mr. Lowe: What is the delay?

Ms. Wald: I cannot answer that.

Mr. Ciechanowiecki: Is it late?

Mr. Miller: Technically, yes it is late.

Mr. Popowitz: We have not accepted it yet?

Mr. Miller: You have not seen it yet. I have seen a draft, but I have not seen the final, and I cannot ask you to accept a draft. We believe the governmental part of Tallahassee is at least up and running.

Mr. Lowe: Meaning, we have not sent the final report to Tallahassee. Is that what it is?

Mr. Miller: Correct. We do not have a final report yet.

Mr. Lowe: The delay is on the auditor.

Mr. Miller: Correct, and their delay is they needed some data from Tallahassee and have been unable to get it last week because of the hurricane. That is what I was being told.

Mr. Lowe: That was last week's exception. What about the other year that went by?

Mr. Miller: This Audit, from what I understand, is the type of Audit that you would have wanted in prior years. They went way back. I had planned on bringing it for your acceptance.

SEVENTH ORDER OF BUSINESS

Audience Comments

Mr. Kooiman: Obviously you know why I am here. I am sick and tired of the Board attacking my wife. Almost every time I come home my wife is upset, mostly from Mr. Pulcini attacking her. Last month it was the comment about the flag. Maybe it was the month before

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when you were going to do the marine thing. What you do not realize is my wife's dad was in World War II. My dad was in Vietnam and he died of complications from Agent Orange. All of Ms. Kooiman's uncles were in World War II and the military. All of my dad's brothers were in the military. I was in the military. It is an insult to say that we do not care about the flag. I met my wife at USAA, an insurance company for the military.

Mr. Pulcini: Ms. Galen was going to propose that to the City and so when I mentioned her proposal, Ms. Kooiman's comment was *how does this relate to the CDD?*

Mr. Kooiman: It is not related to the CDD.

Mr. Pulcini: You may not care about this.

Mr. Kooiman: She cares about this. She cares about the flag. Almost every meeting she comes home upset because you have attacked her.

Mr. Pulcini: It is her attacking me.

Mr. Kooiman: You are not turning things around.

Mr. Lowe: Is this discussion related to the CDD meeting?

Mr. Pulcini: This is my last meeting, so the problem is solved.

Mr. Lowe: I just want to ensure this is a CDD matter.

Mr. Kooiman: This time it is about her following around on the landscaping. She has 14 years' experience in landscaping. She is a Master Gardener. This has nothing to do with what is good for the community. This has everything to do with your power struggle. I am just sick of it. She does not get paid to do this. She does this to try to help the community. Almost every time I come home after a Board meeting she is fit to be tied or she has almost cried. Mr. Ciechanowiecki you do not know about this. Remember a year or two ago when Connie had the social committee issue and Orly said if she wanted to do it, Connie met with Ms. Kooiman and Paul. They talked Connie out of doing the social committee stuff. They said you really need to let Orly do this because she is the head of the HOA. You need to back down on this. The next meeting, Mr. Pulcini tried to get Paul fired and there was a big deal about how Board members should not be meeting with residents. That is the kind of stuff that has been happening for years.

Mr. Pulcini: I do not remember this.

Mr. Kooiman: I remember it. I did not say anything. I was going to talk to Mr. Ciechanowiecki and say this is what really happened. I do not think you knew what was discussed. Ms. Kooiman and Paul talked Connie out of pushing the whole social committee issue. Because

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of that, it was the right thing to do. We were not sticking up for Connie. We were not sticking up for Orly. She did what was right and we get attacked. I am tired of being attacked.

Mr. Ciechanowiecki: To be honest, from my point of view, I do not think she was attacked. She has the kind of resources. She is extremely knowledgeable on this topic. In my point of view, I always want to hold my vendors accountable, so I want to make sure that any decision that was my topic of discussion, if someone is going on a weekly basis all of the time, there is going to be somewhat of a decision-making process. I want to make sure they are responsible because at the end of the day, no offense, but if there is a problem with the vendors, I am going to fire them.

Mr. Kooiman: You do not know what is going on unless you see it.

Mr. Lowe: I can give you a personal opinion because I went on one ride along with Ms. Mihailovschi, and the landscaping was in the dark, so I do know what happens in those meetings, and that is the one in which I rode along, and the landscaper looked at me and said, *Do you want me to cut this hedge in half, three-quarters or to the bottom?* I specifically said, *I have no idea. You need to ask her. Do not ask me anything.* Obviously, they looked at me and they were going to ask me.

Mr. Kooiman: Ms. Kooiman has told me before that on all of those drive throughs, they asked me this and I cannot tell you anything as a Board member.

Mr. Lowe: It is difficult to do that at every single meeting.

Mr. Popowitz: Let us rewind this for a second because I am the one who brought this up tonight, so if you want to put some blame anywhere, it is me. The reason I brought this up is because we had a systemic problem with landscaping since this community has started. We have been through countless landscapers. We brought in a new company/old company again, and we decided at that time as a Board, to try to give them a fair shake. We made a decision to not have a weekly ride along.

Mr. Kooiman: I do not think so.

Mr. Popowitz: We did.

Mr. Pulcini: Mr. Miller, how many times did I email you about problems with ride alongs?

Mr. Miller: I would have to check my notes.

Mr. Ciechanowiecki: This is absolutely not necessary. This is not a personal situation at all.

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Mr. Kooiman: You have not been around here the whole time. He has attacked her multiple times.

Mr. Ciechanowiecki: It should not be the case, and like he mentioned, the next meeting he is no longer on the Board.

Mr. Kooiman: The Board will be better because of it. I am telling you. I have been here the whole time, and you have not been here the whole time.

Mr. Ciechanowiecki: Ms. Kooiman is a valuable resource to the Board.

Mr. Kooiman: Let her know her job. That is not her job. That is the problem. We all have experience. I have many years of experience in accounting. You do all of your accounting stuff. Why don't you discuss all of your accounting stuff with the Board?

Mr. Ciechanowiecki: There is one thing about going every week.

Mr. Popowitz: We have brought in accounting people and they are usually here, and we talk to them on a monthly basis.

Mr. Lowe: I can definitely speak that I do not direct any accounting outside of this meeting.

Mr. Kooiman: Ms. Kooiman does not direct any landscaping.

Mr. Popowitz: There is a difference on an isolated basis that if there is a need in which there is a situation, to bring Ms. Kooiman in. I am all for that.

Mr. Lowe: Is there a business issue over here or do you just want to express your dissatisfaction with an individual?

Mr. Kooiman: I wanted to express my dissatisfaction. I am very disappointed in the Board not using a resource that the community should be happy with.

Mr. Lowe: That is not what we said. Mr. Miller has the jurisdiction to use any resource at his discretion.

Mr. Ciechanowiecki: We just want to know about it, that is all.

Mr. Kooiman: All I know is I am at work all the way in Doral and she is so upset she can barely talk to me.

Mr. Lowe: Unfortunately, that is a personal decision. Let us just move on.

Mr. Ciechanowiecki: Again, she is a valuable resource. We do not agree on everything and that is perfect. In the same way I want her to understand, we have had issues with BrightView before, and I want to be able to make sure they never have a reason to say well *so and so told me this*. I want to be able to turn back to my vendors.

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Mr. Kooiman: Then hold her to that standard. Say you cannot make decisions.

Mr. Ciechanowiecki: We can discuss it at the next meeting. Let us ask her to try and discuss it in an open forum so that we may try to resolve this issue.

A Resident: I do not think any of you guys use Linear Park that much for strollers or bicycles. It is where the path disconnects and starts again when it gets cut off in front of the clubhouse. Is there any way to put ramps? I know it is a traffic situation and Broward County has to become involved.

Mr. Ciechanowiecki: If you go on Google Maps, there used to be a ramp, and for some reason it was closed off years ago.

The Resident: It is so impractical. It is ridiculous and the person that I suggested this to said, it might be dangerous, but if you put a crosswalk and then to cross on your bicycle or stroller, you have signage.

Mr. Popowitz: Perhaps the material should be removed and make it clear to cross.

Mr. Lowe: Take the sidewalk out.

Mr. Popowitz: Take the median part out and just close it off.

The Resident: Take a piece of the median out. Make it four feet so that cars cannot go through. The sidewalks themselves must have ramps.

Mr. Ciechanowiecki: It is the middle piece, correct?

The Resident: The sidewalks themselves in the middle of the street.

Ms. Mihailovschi: I can tell you that we tried to put a ramp over here, and we called the City about putting a ramp in there, and they convinced us not to do it because of all of the things you have to do.

Mr. Miller: This would be in the middle of a wide area.

Mr. Pulcini: This should have something.

Mr. Lowe: Just take a look at it.

EIGHTH ORDER OF BUSINESS

Supervisors' Requests

Mr. Lowe: I want to say a couple of things about Mr. Pulcini. I am speaking for myself, but hopefully I am speaking for the rest of the group. I want to thank you for all of your time and effort and everything you have done for us. We definitely appreciate everything, from the time you told me about some of the things which were happening and some of the challenges, to your passion, to different ideas and different solutions, it does not really matter whether or not we are

in agreement, I personally value your time and your effort. We wish you the best and we are going to miss you and thank you for being part of us.

Mr. Ciechanowiecki: Thank you for what you have done here.

Mr. Popowitz: One of the best things is you get the community involved. You make people aware and educate them. You let them make an informed choice. I appreciate that.

Mr. Lowe: We definitely feel well-represented there.

NINTH ORDER OF BUSINESS

Adjournment

There being no further business,

On MOTION by Mr. Lowe, seconded by Mr. Ciechanowiecki, with all in favor, the meeting was adjourned at approximately 8:33 p.m.

George Miller
Assistant Secretary

Ricardo Lowe
Chairman

Fourth Order of Business

4A.

**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

Date	Description	Gross Amount	(Discounts)/ Penalties	(Collection Cost)	Net Amount Received	Allocation by Fund		
						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	\$ 2,441,170	\$ 30,773	\$ 1,015,719
					% 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
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Payment Register by Fund
For the Period from 9/1/2018 to 9/30/2018
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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**

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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**

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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

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**Monterra
Community Development District**

Financial Report

October 31, 2018

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**Monterra
Community Development District**

Financial Statements

(Unaudited)

October 31, 2018

Balance Sheet
October 31, 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	\$ 97,901	\$ -	\$ -	\$ 97,901
Cash On Hand/Petty Cash	500	-	-	500
Investments:				
SBA Account	646,503	-	-	646,503
SBA Account Reserves	352,779	-	-	352,779
Interest Account	-	-	51	51
Interest Account A	-	20	-	20
Prepayment Account	-	3,134	-	3,134
Prepayment Account A	-	155,876	-	155,876
Principal	-	-	28,937	28,937
Redemption Fund	-	-	11,727	11,727
Reserve Fund	-	-	253,022	253,022
Reserve Fund A	-	7	-	7
Revenue Fund	-	-	204,647	204,647
Revenue Fund A	-	3,092	-	3,092
Sinking fund	-	9	-	9
Sinking Fund A	-	6	-	6
Prepaid Items	4,625	-	-	4,625
Deposits	16,305	-	-	16,305
TOTAL ASSETS	\$ 1,118,613	\$ 162,144	\$ 498,384	\$ 1,779,141
<u>LIABILITIES</u>				
Accounts Payable	\$ 99,721	\$ -	\$ -	\$ 99,721
Accrued Expenses	65,612	-	-	65,612
Retainage Payable	3,478	-	-	3,478
TOTAL LIABILITIES	168,811	-	-	168,811

Balance Sheet
October 31, 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>				
Nonspendable:				
Prepaid Items	4,625	-	-	4,625
Restricted for:				
Debt Service	-	162,144	498,384	660,528
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:	106,720	-	-	106,720
TOTAL FUND BALANCES	\$ 949,802	\$ 162,144	\$ 498,384	\$ 1,610,330
TOTAL LIABILITIES & FUND BALANCES	\$ 1,118,613	\$ 162,144	\$ 498,384	\$ 1,779,141

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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	\$5,910	\$2,421,204	-	\$2,427,114	\$0	100.0%
EXPENDITURES							
Administrative	98,662	32,985	-	-	32,985	65,677	33.4%
Property management and security	520,246	42,275	478,752	-	521,027	(781)	100.2%
Maintenance: Gate/Fence	71,183	4,417	6,383	-	10,800	60,383	15.2%
Maintenance: Lakes	206,460	8,433	122,940	-	131,373	75,087	63.6%
Maintenance: Landscape/Hardscape	788,011	57,065	651,916	-	708,981	79,030	90.0%
Maintenance: Pool	24,900	1,460	18,425	-	19,885	5,015	79.9%
Maintenance: Other	145,704	10,841	64,045	-	74,886	70,818	51.4%
Utilities	249,300	19,440	4,391	-	23,831	225,469	9.6%
Other Expenses	51,818	3,321	8,306	-	11,627	40,191	22.4%
Contingency	270,830	40,060	82,070	-	122,130	148,700	45.1%
TOTAL EXPENDITURES	2,427,114	220,297	1,437,228	-	1,657,525	769,589	68.3%
Excess (deficiency) of revenues Over (under) expenditures	-	(214,387)	983,976	-	769,589	769,589	
Net change in fund balance	-	(214,387)	983,976	-	769,589	769,589	
FUND BALANCE, BEGINNING (10/1/2018)	1,164,189	1,164,189	-	-	1,164,189	-	
FUND BALANCE, ENDING	\$1,164,189	\$949,802	\$983,976	\$0	\$1,933,778	\$769,589	

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 October 31, 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	\$ -	\$ 2,029	\$ -	\$ -	\$ 2,029	\$ 2,029	0.0%
Interest - Tax Collector	-	111	-	-	111	111	0.0%
Rental Income	-	200	-	-	200	200	0.0%
Membership Cards	-	120	-	-	120	120	0.0%
Special Assmnts- Tax Collector	2,427,114	-	2,421,204	-	2,421,204	(5,910)	99.8%
Gate repair refunds	-	2,250	-	-	2,250	2,250	0.0%
Decal headlamp/windshield	-	1,200	-	-	1,200	1,200	0.0%
TOTAL REVENUES	2,427,114	5,910	2,421,204	-	2,427,114	-	100.0%
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	-	-	-	-	1,800	0.0%
ProfServ-Engineering	10,000	-	-	-	-	10,000	0.0%
ProfServ-Property Appraiser	2,216	-	-	-	-	2,216	0.0%
ProfServ-Trustee Fees	10,500	-	-	-	-	10,500	0.0%
Attorney Fees	22,100	2,700	-	-	2,700	19,400	12.2%
ProfServ-Web Site Maintenance	1,400	117	-	-	117	1,283	8.4%
Auditing Services	4,200	-	-	-	-	4,200	0.0%
Postage and Freight	750	155	-	-	155	595	20.7%
Rentals & Leases	2,400	-	-	-	-	2,400	0.0%
Insurance - Property	25,965	25,743	-	-	25,743	222	99.1%
Insurance	7,242	3,816	-	-	3,816	3,426	52.7%
Printing and Binding	2,500	194	-	-	194	2,306	7.8%
Legal Advertising	1,500	-	-	-	-	1,500	0.0%
Other Current Charges	750	85	-	-	85	665	11.3%
Office Supplies	350	-	-	-	-	350	0.0%
Dues, Licenses, Subscriptions	175	175	-	-	175	-	100.0%
Total Administrative	98,662	32,985	-	-	32,985	65,677	33.4%
Property management and security							
ProfServ-Mgmt Consulting Serv	53,045	4,420	48,625	-	53,045	-	100.0%
Onsite Maintenance	43,051	3,588	39,048	-	42,636	415	99.0%
Onsite Property Manager	26,697	2,275	25,266	-	27,541	(844)	103.2%
Attendant	112,845	9,404	103,361	-	112,765	80	99.9%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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
Security	284,608	22,588	262,452	-	285,040	(432)	100.2%
Total Property management and security	520,246	42,275	478,752	-	521,027	(781)	100.2%
<u>Maintenance: Gate/Fence</u>							
R&M-Fence	12,750	1,400	-	-	1,400	11,350	11.0%
R&M-Gate	38,000	1,898	6,383	-	8,281	29,719	21.8%
R&M-Access&Surveillance Systems	13,433	-	-	-	-	13,433	0.0%
Gate Transponders	7,000	-	-	-	-	7,000	0.0%
Gate Camera Systems	-	1,119	-	-	1,119	(1,119)	0.0%
Total Maintenance: Gate/Fence	71,183	4,417	6,383	-	10,800	60,383	15.2%
<u>Maintenance: Lakes</u>							
R&M-Pump Station	23,338	1,158	-	-	1,158	22,180	5.0%
Lake & Wetlands Maintenance	28,320	2,945	75,310	-	78,255	(49,935)	276.3%
Pest Control-Midge Lake Banks	65,000	2,680	29,480	-	32,160	32,840	49.5%
Pest Control-Midge Lakes	50,000	-	-	-	-	50,000	0.0%
Mitigation Maintenance	19,800	1,650	18,150	-	19,800	-	100.0%
Mitigation Reporting	8,000	-	-	-	-	8,000	0.0%
Pump Station Reserve	12,002	-	-	-	-	12,002	0.0%
Total Maintenance: Lakes	206,460	8,433	122,940	-	131,373	75,087	63.6%
<u>Maintenance: Landscape/Hardscape</u>							
Landscape Contract Administration	12,000	-	-	-	-	12,000	0.0%
R&M-Mulch	50,001	-	42,550	-	42,550	7,451	85.1%
R&M-Pest Control	101,000	8,417	91,667	-	100,084	916	99.1%
R&M-Trees and Trimming	30,000	-	-	-	-	30,000	0.0%
Royal Palm Treatment	15,000	2,002	-	-	2,002	12,998	13.3%
R&M-Pressure Washing	61,980	5,165	56,815	-	61,980	-	100.0%
Rust Control	9,600	800	8,800	-	9,600	-	100.0%
Landscape Maintenance	368,400	34,776	382,536	-	417,312	(48,912)	113.3%
Landscape Replacement	30,000	-	-	-	-	30,000	0.0%
Landscape Replacement-Annuals	10,000	-	4,593	-	4,593	5,407	45.9%
Irrigation Maintenance	76,912	5,905	64,955	-	70,860	6,052	92.1%
Irrigation Repairs & Replacem.	23,118	-	-	-	-	23,118	0.0%
Total Maintenance: Landscape/Hardscape	788,011	57,065	651,916	-	708,981	79,030	90.0%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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>Maintenance: Pool</u>							
R&M-Pools	20,000	1,460	18,425	-	19,885	115	99.4%
Splash Pool Maintenance	1,000	-	-	-	-	1,000	0.0%
Pool Furniture	3,600	-	-	-	-	3,600	0.0%
Pool Permits	300	-	-	-	-	300	0.0%
Total Maintenance: Pool	24,900	1,460	18,425	-	19,885	5,015	79.9%
<u>Maintenance: Other</u>							
Gym Equipment Maintenance	6,500	175	1,925	-	2,100	4,400	32.3%
Communication - Telephone	-	339	-	-	339	(339)	0.0%
R&M-General	58,400	4,381	-	-	4,381	54,019	7.5%
Janitorial Maintenance	66,254	5,521	59,720	-	65,241	1,013	98.5%
R&M - Water Feature	3,300	275	-	-	275	3,025	8.3%
IT Maintenance	1,750	150	-	-	150	1,600	8.6%
A/C Maintenance	3,500	-	2,400	-	2,400	1,100	68.6%
Tot Lot Maintenance	6,000	-	-	-	-	6,000	0.0%
Total Maintenance: Other	145,704	10,841	64,045	-	74,886	70,818	51.4%
<u>Utilities</u>							
Communication - Telephone	12,000	1,498	-	-	1,498	10,502	12.5%
Electricity - Entrance	12,500	1,082	-	-	1,082	11,418	8.7%
Electricity - Pump Station	62,500	4,457	-	-	4,457	58,043	7.1%
Electricity - Streetlighting	114,500	9,065	-	-	9,065	105,435	7.9%
Utility - Water	20,000	661	4,391	-	5,052	14,948	25.3%
Utility - Refuse Removal	5,000	399	-	-	399	4,601	8.0%
Electric - Monuments	300	14	-	-	14	286	4.7%
Electricity	22,500	2,264	-	-	2,264	20,236	10.1%
Total Utilities	249,300	19,440	4,391	-	23,831	225,469	9.6%
<u>Other Expenses</u>							
Fire Alarm Monitoring	480	110	-	-	110	370	22.9%
Contracts-Fire Extng. Insp.	120	-	-	-	-	120	0.0%
Lease - Copier	2,877	272	-	-	272	2,605	9.5%
Janitorial Maintenance	5,500	-	-	-	-	5,500	0.0%
Golf Cart	1,800	126	2,297	-	2,423	(623)	134.6%
Backflow Assembly Testing	170	-	-	-	-	170	0.0%
Gym Wipes	3,000	520	-	-	520	2,480	17.3%
Misc-Holiday Lighting	8,650	-	4,325	-	4,325	4,325	50.0%

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 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
Misc-Special Events	6,000	125	-	-	125	5,875	2.1%
Misc-Licenses & Permits	721	-	-	-	-	721	0.0%
Entry System-Key Fob	1,000	-	-	-	-	1,000	0.0%
Office Supplies	12,000	2,076	1,684	-	3,760	8,240	31.3%
Op Supplies - Clubhouse	500	-	-	-	-	500	0.0%
Water Cooler	4,000	92	-	-	92	3,908	2.3%
Electrical Supplies	3,000	-	-	-	-	3,000	0.0%
Reserve - Equipment	2,000	-	-	-	-	2,000	0.0%
Total Other Expenses	51,818	3,321	8,306	-	11,627	40,191	22.4%
Contingency							
Misc-Contingency	131,156	-	61,200	-	61,200	69,956	46.7%
Capital Reserve	139,674	40,060	20,870	-	60,930	78,744	43.6%
Total Contingency	270,830	40,060	82,070	-	122,130	148,700	45.1%
TOTAL EXPENDITURES	2,427,114	220,297	1,437,228	-	1,657,525	769,589	68.3%
Excess (deficiency) of revenues Over (under) expenditures	-	(214,387)	983,976	-	769,589	769,589	
Net change in fund balance	-	(214,387)	983,976	-	769,589	769,589	
FUND BALANCE, BEGINNING (OCT 1, 2018)	1,164,189	1,164,189	-	-	1,164,189	-	
FUND BALANCE, ENDING	\$ 1,164,189	\$ 949,802	\$983,976	\$0	\$1,933,778	\$769,589	

**Monterra
Community Development District**

Debt Service

October 31, 2018

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	30,150	-	-	-
Special Assmnts- CDD Collected	394,009	-	-	-
Special Assmnts- Discounts	(1,206)	-	-	-
TOTAL REVENUES	422,953	-	-	-
<u>EXPENDITURES</u>				
<u>Financial and Administrative</u>				
Misc-Assessmnt Collection Cost	603	-	-	-
Total Financial and Administrative	603	-	-	-
<u>Debt Service</u>				
Principal Debt Retirement	160,000	-	-	-
Interest Expense	262,350	-	-	-
Total Debt Service	422,350	-	-	-
TOTAL EXPENDITURES	422,953	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	-	-	-	-
Net change in fund balance	\$ -	\$ -	\$ -	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2018)	162,144	-	162,144	
FUND BALANCE, ENDING	\$ 162,144	\$ -	\$ 162,144	

Statement of Revenues, Expenditures and Changes in Fund Balances
For the Period Ending October 31, 2018

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<u>REVENUES</u>				
Interest - Investments	\$ -	\$ -	\$ -	\$ -
Special Assmnts- Tax Collector	1,075,066	-	-	-
Special Assmnts- Discounts	(43,003)	-	-	-
TOTAL REVENUES	1,032,063	-	-	-
<u>EXPENDITURES</u>				
<u>Financial and Administrative</u>				
Misc-Assessmnt Collection Cost	21,501	-	-	-
Total Financial and Administrative	21,501	-	-	-
<u>Debt Service</u>				
Principal Debt Retirement	590,000	-	-	-
Interest Expense	423,812	-	-	-
Total Debt Service	1,013,812	-	-	-
TOTAL EXPENDITURES	1,035,313	-	-	-
Excess (deficiency) of revenues Over (under) expenditures	(3,250)	-	-	-
<u>OTHER FINANCING SOURCES (USES)</u>				
Contribution to (Use of) Fund Balance	(3,250)	-	-	-
TOTAL FINANCING SOURCES (USES)	(3,250)	-	-	-
Net change in fund balance	\$ (3,250)	\$ -	\$ -	\$ -
FUND BALANCE, BEGINNING (OCT 1, 2018)	498,384	-	498,384	
FUND BALANCE, ENDING	\$ 495,134	\$ -	\$ 498,384	

**Monterra
Community Development District**

Supporting Schedules

October 31, 2018

Aged Accounts Payable

Monterra CDD

(Summary, aged as of October 31, 2018)
 Aged by due date.

Aged Overdue Amounts

No.	Name	Balance Due	Current	Up To 30 Days	31 - 60 Days	Over 60 Days
V00002	AT&I	Phone: (866) 436-3516	Contact:			
	Total Amount Due	212.50	0.00	212.50	0.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00004	FPL - ACH	Phone:	Contact:			
	Total Amount Due	16,881.31	0.00	16,881.31	0.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00007	COMCAST - ACH	Phone:	Contact:			
	Total Amount Due	332.92	155.36	177.56	0.00	0.00
			100.00%	0.00%	0.00%	0.00%
V00008	City of Cooper City - ACH	Phone:	Contact:			
	Total Amount Due	758.29	758.29	0.00	0.00	0.00
			100.00%	0.00%	0.00%	0.00%
V00026	PETTY CASH	Phone:	Contact: PETTY CASH			
	Total Amount Due	493.08	0.00	493.08	0.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00057	HD SUPPLY FACILITIES MAINTENANC	Phone: 800-798-8888	Contact:			
	Total Amount Due	59.99	59.99	0.00	0.00	0.00
			100.00%	0.00%	0.00%	0.00%
V00064	MILLER, LEGG & ASSOCIATES, INC	Phone: 954-436-7000	Contact:			
	Total Amount Due	16,602.50	0.00	517.50	16,085.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00081	TINLOF OF TECHNOLOGIES, INC	Phone:	Contact:			
	Total Amount Due	45.57	0.00	45.57	0.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00088	BRIGHTVIEW LANDSCAPING	Phone:	Contact:			
	Total Amount Due	34,776.00	0.00	31,298.00	3,478.00	0.00
			0.00%	100.00%	0.00%	0.00%
V00099	EGIS INSURANCE ADVISOR LLC	Phone:	Contact:			
	Total Amount Due	29,559.00	0.00	0.00	29,559.00	0.00
			0.00%	0.00%	100.00%	0.00%
	Report Total Amount Due (USD)	99,721.16	973.64	49,625.52	49,122.00	0.00

Accrued Expenses
October 31, 2018

<u>Vendor</u>	<u>Service Period</u>	<u>Description</u>	<u>Amount</u>
Billing, Cochran & Lyles	Oct	Monthly Billing	\$ 2,700
Castle Management, LLC	Oct	Management Services	20,863
Castle Management, LLC	Oct	Property Manager Cell Phone	50
Kent Security	Oct	Monthly Security Fees	22,588
People's Choice Pressure Cleaning	Oct	Pressure Washing Various - Inv# 13920	5,165
Tropical Plant and Pest Services	Oct	Pest / Fertilization Services	8,333
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			\$ 65,612

**MONTERRA
Community Development District**

**Payment Register by Fund
For the Period from 10/1/2018 to 10/31/2018
(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	5586	10/04/18	AT&I	20634	AUGUST GATE PREVENT MAINT	WO 1705-1705	546034-53950	\$340.00
001	5586	10/04/18	AT&I	WO-014109	GATE REPAIR	WO 1705-1705	546034-53950	\$104.76
001	5586	10/04/18	AT&I	WO-014129	GATE REPR	WO 1705-1705	546034-53950	\$22.24
001	5587	10/04/18	Office Depot	206067152001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$14.99
001	5587	10/04/18	Office Depot	206067151001	DEGREASER	Cleaning Supplies	552077-53980	\$57.89
001	5587	10/04/18	Office Depot	207237723001	BAGS,WASTE,DOG	Cleaning Supplies	552077-53980	\$97.99
001	5587	10/04/18	Office Depot	207238571001	OFFICE SUPPLIES	Cleaning Supplies	552077-53980	\$49.36
001	5587	10/04/18	Office Depot	207238571001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$9.49
001	5587	10/04/18	Office Depot	206066450001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$180.57
001	5587	10/04/18	Office Depot	206066450001	OFFICE SUPPLIES	Cleaning Supplies	552077-53980	\$186.10
001	5588	10/04/18	Research Irrigation, Inc	36234	IRR BUBBLER	WO 1932-1932	546932-53960	\$50.00
001	5589	10/04/18	Total Entry Control	34478	FARPOINTE DATA PROXIMITY CARDS	Entry System-Key Fob	549903-53980	\$951.00
001	5590	10/04/18	Tropical Plant and Pest Services	9212018MONTMOSQUITO	MOSQUITO TREATMENT	WO2129-2129	546366-53955	\$585.00
001	5590	10/04/18	Tropical Plant and Pest Services	9212018MONTMOSQUITO	MOSQUITO TREATMENT	WO2129-2129	546070-53960	\$203.00
001	5590	10/04/18	Tropical Plant and Pest Services	9212018MONTMOSQUITO	MOSQUITO TREATMENT	WO2129-2129	546070-53960	\$203.00
001	5590	10/04/18	Tropical Plant and Pest Services	9272018EMONT	SEPT PEST/FERTILIZATION SRV	WO2032-2032	546070-53960	\$1,262.50
001	5590	10/04/18	Tropical Plant and Pest Services	9272018EMONT	SEPT PEST/FERTILIZATION SRV	WO2032-2032	546149-53960	\$322.34
001	5590	10/04/18	Tropical Plant and Pest Services	9272018EMONT	SEPT PEST/FERTILIZATION SRV	WO2032-2032	546070-53960	\$3,584.50
001	5590	10/04/18	Tropical Plant and Pest Services	9272018EMONT	SEPT PEST/FERTILIZATION SRV	WO2032-2032	546070-53960	\$3,164.00
001	5591	10/04/18	People's Choice Pressure Cleaning	13920	PRESSURE WASHING	WO1867-1867	546171-53960	\$2,324.25
001	5591	10/04/18	People's Choice Pressure Cleaning	13920	PRESSURE WASHING	WO1867-1867	546171-53960	\$774.75
001	5591	10/04/18	People's Choice Pressure Cleaning	13920	PRESSURE WASHING	WO1867-1867	546171-53960	\$2,066.00
001	5592	10/04/18	Billing, Cochran, Lyles,	151783	AUGUST GENERAL COUNSEL	Attorney Fees	531058-51302	\$2,650.00
001	5593	10/04/18	ULTIMATE WATER LLC	PR-57406	BEV SUPPLIES	Office Supplies	551002-53980	\$288.85
001	5594	10/04/18	LSJ CORP	50823	WILDLIFE PRESERVE SIGN	R&M-General	546001-53970	\$105.00
001	5595	10/04/18	BRIGHTVIEW LANDSCAPING	5958327	REMOVE TREE BRANCH VISTA D	Landscape Maintenance	546300-53960	\$428.70
001	5595	10/04/18	BRIGHTVIEW LANDSCAPING	5958328	2 TREES REMOVED	Landscape Maintenance	546300-53960	\$857.40
001	5596	10/05/18	AT&I	20924	OCT GATE PREVENT MAINTENANCE	WO 1705-1705	546034-53950	\$340.00
001	5596	10/05/18	AT&I	WO-014059	ARM END CAPS- 6 PAIRS	WO 1705-1705	546034-53950	\$82.08
001	5596	10/05/18	AT&I	WO-014199	HOURLY CALL TO PREMISE- GATE	WO 1705-1705	546034-53950	\$85.00
001	5596	10/05/18	AT&I	WO-014227	GATE REPR SRV	WO 1705-1705	546034-53950	\$85.00
001	5597	10/05/18	WASTE MANAGEMENT INC	0910718-2237-2	OCTOBER WASTE SERVICES	Utility - Refuse Removal	543020-53980	\$399.19
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	546190-53970	\$1,250.00
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	534200-51320	\$3,587.59
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	546190-53950	\$392.25
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	546190-53970	\$1,046.00
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	534202-51320	\$9,403.75

MONTERRA
Community Development District

Payment Register by Fund
For the Period from 10/1/2018 to 10/31/2018
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001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	546190-53970	\$2,832.92
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	534201-51320	\$2,224.75
001	5598	10/05/18	Castle Group	MGT-100118-155	OCTOBER MGMNT SERVICES	WO 1737-1737	546196-53980	\$125.74
001	5599	10/05/18	Eco Blue Aquatic	2729	OCTOBER LAKE/MITIGATION MTNCE	WO1481-1481	546366-53955	\$2,360.00
001	5599	10/05/18	Eco Blue Aquatic	2729	OCTOBER LAKE/MITIGATION MTNCE	WO1513-1513	546369-53955	\$1,650.00
001	5600	10/05/18	5 Star Pools, Inc	41618	REPAIR- LEAK CHECK & PATCH	R&M-Pools	546074-53965	\$400.00
001	5600	10/05/18	5 Star Pools, Inc	41376	OCTOBER POOL MAINTENENCE	R&M-Pools	546074-53965	\$1,400.00
001	5600	10/05/18	5 Star Pools, Inc	41375	OCTOBER FOUNTAIN MAINTENANCE	R&M - Water Feature	546191-53970	\$275.00
001	5601	10/05/18	VISS Technology, LLC	311042	REPAIRS- TICKET 24454	Gate Camera Systems	546963-53950	\$549.60
001	5601	10/05/18	VISS Technology, LLC	311069	OCTOBER MAINTENANCE	Gate Camera Systems	546963-53950	\$1,119.44
001	5602	10/05/18	PETTY CASH	093018	9/5-9/25/18 PETTY CASH	R&M-General	546001-53970	\$214.83
001	5602	10/05/18	PETTY CASH	093018	9/5-9/25/18 PETTY CASH	Misc-Special Events	549052-53980	\$9.49
001	5602	10/05/18	PETTY CASH	093018	9/5-9/25/18 PETTY CASH	R&M-General	546001-53970	\$83.04
001	5602	10/05/18	PETTY CASH	093018	9/5-9/25/18 PETTY CASH	Gym Equipment Maintenance	534159-53970	\$9.53
001	5603	10/05/18	ALM MEDIA LLC	I0000273537-1113	MEETING NOTICE- 11/13/2017	Legal Advertising	548002-51302	\$117.05
001	5604	10/05/18	SPECIALIZED HOME ELECTRONICS	178730	OCTOBER RADIO MONITORING	R&M-General	546001-53970	\$39.95
001	5604	10/05/18	SPECIALIZED HOME ELECTRONICS	178320	10/1-12/31/18 MONITORING	Fire Alarm Monitoring	531082-53980	\$109.80
001	5605	10/05/18	ULTIMATE WATER LLC	100013118-11	OCTOBER WATER COOLER	Water Cooler	552093-53985	\$45.95
001	5605	10/05/18	ULTIMATE WATER LLC	100013118-11	OCTOBER WATER COOLER	Water Cooler	552093-53980	\$45.95
001	5606	10/05/18	SULLIVAN ELECTRIC & PUMP INC	S-0862	VFD DIAGNOSTIC AND REPAIR	R&M-Pump Station	546075-53955	\$852.00
001	5606	10/05/18	SULLIVAN ELECTRIC & PUMP INC	S-0869	SCADA SYSTEM CHECK AND REPAIR	R&M-Pump Station	546075-53955	\$306.00
001	5607	10/05/18	TINLOF OF TECHNOLOGIES, INC	SEPTEMBER - 6 OF 60	COPIER COPIES	Lease - Copier	544008-53980	\$73.36
001	5608	10/11/18	Castle Group	CELL-0918-060	CELL PHONE PROP MGR	WO 1737-1737	534201-51320	\$49.99
001	5609	10/11/18	Magical Displays	100818	HOLIDAY LIGHTING DEPOSIT 50%	Misc-Holiday Lighting	549028-53980	\$2,162.50
001	5609	10/11/18	Magical Displays	100818	HOLIDAY LIGHTING DEPOSIT 50%	Misc-Holiday Lighting	549028-53980	\$2,162.50
001	5610	10/11/18	Research Irrigation, Inc	36259	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546932-53960	\$836.12
001	5610	10/11/18	Research Irrigation, Inc	36259	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546932-53960	\$182.60
001	5610	10/11/18	Research Irrigation, Inc	36259	SEPTEMBER IRR MAINTENANCE	WO 1932-1932	546932-53960	\$2,374.08
001	5610	10/11/18	Research Irrigation, Inc	36298	OCTOBER VALVE MAINTENANCE	WO 1932-1932	546930-53960	\$3,295.00
001	5610	10/11/18	Research Irrigation, Inc	36299	OCTOBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$1,174.50
001	5610	10/11/18	Research Irrigation, Inc	36299	OCTOBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$391.50
001	5610	10/11/18	Research Irrigation, Inc	36299	OCTOBER IRR MAINTENANCE	WO 1932-1932	546930-53960	\$1,044.00
001	5611	10/11/18	KENT SECURITY OF PALM BEACH, INC.	20031262	SEPTEMBER GUARD SERVICE	WO1770-1770	534203-51320	\$22,588.00
001	5612	10/11/18	RUST TECH SERVICES, INC.	169905	OCTOBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$360.00
001	5612	10/11/18	RUST TECH SERVICES, INC.	169905	OCTOBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$120.00
001	5612	10/11/18	RUST TECH SERVICES, INC.	169905	OCTOBER IRR STAINING MAINT	WO1964-1964	546193-53960	\$320.00
001	5613	10/11/18	UNIFIED TECHNOLOGY GROUP, LLC	INV-092131	OCT-DEC VLL MGMNT	IT Maintenance	546192-53970	\$150.00
001	5613	10/11/18	UNIFIED TECHNOLOGY GROUP, LLC	INV-092131	OCT-DEC VLL MGMNT	Prepaid Items	155000	\$300.00
001	5614	10/11/18	WELLS FARGO BANK	1588474	7/9/18-7/8/19 TRUSTEE FEES	ProfServ-Trustee Fees	531045-51302	\$3,500.00

MONTERRA
Community Development District

Payment Register by Fund
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001	5615	10/11/18	RAINBOW COLORS, INC.	15231REV	PAINTING PINE ISLAND GUARDHSE	WO1868-1868	568018-53985	\$11,185.00
001	5615	10/11/18	RAINBOW COLORS, INC.	15231REV	PAINTING PINE ISLAND GUARDHSE	WO1900-1900	568018-53985	\$28,875.00
001	5616	10/12/18	PLASCO ID HOLDINGS, LLC	1482006	RIBBON W/CLEANING OF ROLLER	Office Supplies	551002-53980	\$120.00
001	5617	10/16/18	BRIGHTVIEW LANDSCAPING	5951377	SEPTEMBER MAINTENANCE	WO1545-1545	546300-53960	\$15,996.96
001	5617	10/16/18	BRIGHTVIEW LANDSCAPING	5951377	SEPTEMBER MAINTENANCE	WO1545-1545	546300-53960	\$4,868.64
001	5617	10/16/18	BRIGHTVIEW LANDSCAPING	5951377	SEPTEMBER MAINTENANCE	WO1545-1545	546300-53960	\$13,215.00
001	5617	10/16/18	BRIGHTVIEW LANDSCAPING	5951377	SEPTEMBER MAINTENANCE	WO1545-1545	546300-53960	\$695.40
001	5617	10/16/18	BRIGHTVIEW LANDSCAPING	5951377	SEPTEMBER MAINTENANCE	WO1545-1545	205500	(\$3,478.00)
001	5618	10/17/18	AT&I	WO-014309	VISTA DEL SOL ENTRY ARM REPAIR	WO 1705-1705	546034-53950	\$85.00
001	5618	10/17/18	AT&I	WO-014336	PINE ISLAND GATE ARM REPAIR	WO 1705-1705	546034-53950	\$85.00
001	5619	10/17/18	Zogics, LLC	76883	GYM WIPES	Gym Wipes	546961-53980	\$519.80
001	5620	10/17/18	ASAP GATE PLUS, LLC	20110220	SOLANO GATE/FENCE REPAIRS	R&M-Fence	546025-53950	\$500.00
001	5620	10/17/18	ASAP GATE PLUS, LLC	20110221	SOLANO FENCE REPAIR	R&M-Fence	546025-53950	\$500.00
001	5620	10/17/18	ASAP GATE PLUS, LLC	20110245	VISTA DEL SOL PLAYGRND REPAIR	R&M-Fence	546025-53950	\$200.00
001	5620	10/17/18	ASAP GATE PLUS, LLC	20110248	REPAIR FAN ORNAMENT	R&M-Fence	546025-53950	\$200.00
001	5621	10/17/18	DEPARTMENT OF ECONOMIC OPPORTUNITY	72454	2018/2019 DISTRICT FILING FEE	Dues Licenses Subscriptions	554020-51302	\$175.00
001	5622	10/23/18	AT&I	WO-014437	NYLON NUTS AND WASHERS	WO 1705-1705	546034-53950	\$90.00
001	5622	10/23/18	AT&I	WO-014480	PINE ISLAND GATE ARM REPAIR	WO 1705-1705	546034-53950	\$85.00
001	5623	10/23/18	Office Depot	212347678001	REFILL/FRESHMATIC/COOL	Cleaning Supplies	552077-53980	\$51.10
001	5623	10/23/18	Office Depot	212461944001	CLEANING SUPPLIES	Cleaning Supplies	552077-53980	\$53.45
001	5623	10/23/18	Office Depot	212461700001	PAPER AND FILE STORAGE	Office Supplies	551002-53980	\$105.79
001	5623	10/23/18	Office Depot	213545067001	CLEANING SUPPLIES	Cleaning Supplies	552077-53980	\$161.10
001	5623	10/23/18	Office Depot	215251383001	DISPENSER SPINDLE	R&M-General	546001-53970	\$33.16
001	5623	10/23/18	Office Depot	216797251001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$140.72
001	5623	10/23/18	Office Depot	216797245001	OFFICE SUPPLIES	Office Supplies	551002-53980	\$23.99
001	5624	10/23/18	The Gym Doc	1389	OCTOBER SERVICE	WO-1577-1577	534159-53970	\$175.00
001	5625	10/23/18	Tropical Plant and Pest Services	10152018MONTMOSQUITO	MOSQUITO TREATMENTS	WO2032-2032	546070-53960	\$203.00
001	5625	10/23/18	Tropical Plant and Pest Services	10152018MONTMOSQUITO	MOSQUITO TREATMENTS	WO2032-2032	546366-53955	\$585.00
001	5625	10/23/18	Tropical Plant and Pest Services	10152018MONTMOSQUITO	MOSQUITO TREATMENTS	WO2032-2032	546070-53960	\$203.00
001	5625	10/23/18	Tropical Plant and Pest Services	10162018MM	LAKE BANK TREATMENT	WO2129-2129	546367-53955	\$2,680.00
001	5626	10/23/18	XEROX FINANCIAL SERVICES LLC	1319338	9/21-10/20/18 COPIER LEASE	WO 2096-2096	544008-53980	\$153.13
001	5627	10/23/18	V.E. QUILLEN ROOFING & CONSULTING SVC	101118	REPAIRED UNIVERSITY GATEHOUSE	R&M-General	546001-53970	\$2,250.00
001	5628	10/23/18	ULTIMATE WATER LLC	PR-57693	COFFEE SUPPLIES	Office Supplies	551002-53980	\$544.15
001	5629	10/23/18	HD SUPPLY FACILITIES MAINTENANCE, LTD.	9166845016	DEWALT DEEP CUT BAND SAW	R&M-General	546001-53970	\$344.58
001	5630	10/23/18	JBK TREES LLC	4355	PINE ISLD/BELLA/CORTA TREE TRM	Royal Palm Treatment	546149-53960	\$1,680.00
001	5631	10/29/18	INFRAMARK, LLC	35106	MGMT FEES OCTOBER 2018	ProfServ-Mgmt Consulting Serv	531027-51320	\$4,420.42
001	5631	10/29/18	INFRAMARK, LLC	35106	MGMT FEES OCTOBER 2018	ProfServ-Web Site Maintenance	531094-51302	\$116.67
001	5631	10/29/18	INFRAMARK, LLC	35106	MGMT FEES OCTOBER 2018	Printing and Binding	547001-51302	\$193.80
001	5631	10/29/18	INFRAMARK, LLC	35106	MGMT FEES OCTOBER 2018	Postage and Freight	541006-51302	\$154.55

MONTERRA
Community Development District

Payment Register by Fund
For the Period from 10/1/2018 to 10/31/2018
(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	5632	10/29/18	AT&I	WO-014505	REPLCD NEW ARM PINE ISL EXIT	WO 1705-1705	546034-53950	\$745.00
001	5632	10/29/18	AT&I	WO-014592	REPR PINE ISLAND GATE READER	WO 1705-1705	546034-53950	\$85.00
001	5633	10/29/18	Office Depot	220037083001	OFFICE SUPPLIES	Cleaning Supplies	552077-53980	\$14.39
001	5633	10/29/18	Office Depot	218803706001	OFIFCE SUPPLIES	Office Supplies	551002-53980	\$59.94
001	5633	10/29/18	Office Depot	220036756001	CLEANING SUPPLIES	Cleaning Supplies	552077-53980	\$145.75
001	5634	10/29/18	Billing, Cochran, Lyles,	152258	SEPTEMBER GENERAL COUNSEL	Attorney Fees	531058-51302	\$3,550.00
001	5635	10/29/18	ULTIMATE WATER LLC	PR-57893	COFFEE SUPPLIES	Office Supplies	551002-53980	\$545.88
001	5636	10/29/18	MFC CONTRACTORS LLC	018070497	STUCCO REPAIR DEPOSIT	WO0021-0021	546001-53970	\$1,240.00
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electric - Monuments	543054-53975	\$14.82
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$4,066.85
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$569.04
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,517.43
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity	543075-53975	\$2,219.00
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$1,355.62
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$27.69
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Entrance	543008-53975	\$1,129.23
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,707.11
001	DD078	10/10/18	FPL - ACH	091918-ACH	8/20-9/19/18 ELEC ACH	Electricity - Streetlighting	543013-53975	\$3,614.98
001	DD079	10/12/18	COMCAST - ACH	092118-4707 ACH	9/30-10/29/18 SERVICE	8495752511014707	541003-53975	\$155.38
001	DD081	10/17/18	COMCAST - ACH	092618-6934 ACH	10/6-11/5 SERVICE	Communication - Telephone	541003-53970	\$194.34
001	DD082	10/17/18	COMCAST - ACH	092618-4432 ACH	10/6-11/5 SERVICE	Communication - Telephone	541003-53970	\$144.85
001	DD083	10/12/18	COMCAST - ACH	70783573 ACH	OCTOBER SERVICES	Communication - Telephone	541003-53975	\$284.90
001	DD083	10/12/18	COMCAST - ACH	70783573 ACH	OCTOBER SERVICES	Communication - Telephone	541003-53975	\$157.27
001	DD085	10/12/18	COMCAST - ACH	092118-0131 ACH	SHERIDAN GRD GATE 09/30-10/29	Communication - Telephone	541003-53975	\$177.58
001	DD086	10/23/18	COMCAST - ACH	100218-6762	10/10-11/9/18 SRV ACH	Communication - Telephone	541003-53975	\$545.53
001	DD088	10/01/18	City of Cooper City - ACH	092118 ACH	8/27-9/26/18 WTR UTILITY ACH	Utility - Water	543018-53975	\$824.01
001	DD088	10/01/18	City of Cooper City - ACH	CM 092118 ACH	ACH ADJUSTMENT	Utility - Water	543018-53975	(\$97.12)
Fund Total								\$206,594.61

Total Checks Paid	\$206,594.61
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MONTERRA COMMUNITY DEVELOPMENT DISTRICT
Summary Contract Schedule - Quarterly Cash Flow
 As of October 31, 2018

Projects	Total Committed		Budget Acct No.	Budget Line Description
	Q1	Total		
Approved / Committed Contracts				
<u>Reoccurring Services</u>				
A/C Maintenance	\$2,400	\$2,400	546194-53970	A/C Maintenance
Annuals - Flowers	\$4,593	\$4,593	546339-53960	Annuals - Flowers
Field Services	\$229,692	\$229,692	Multiple	Multiple
Gym - R&M	\$1,925	\$1,925	534159-53970	Gym Equipment Maintenance
Irrigation Maintenance	\$64,955	\$64,955	546930-53960	Irrigation Maintenance
Lake & Wetlands Maintenance	\$75,310	\$75,310	546366-53955	Lake & Wetlands Maintenance
Landscaping	\$382,536	\$382,536	546300-53960	Landscape Maintenance
Management Services	\$48,625	\$48,625	531027-51320	ProfServ-Mgmt Consulting Serv
Mitigation Maintenance	\$18,150	\$18,150	546369-53955	Mitigation Maintenance
Mulch Services	\$42,550	\$42,550	546059-53960	Mulch
Office Equipment	\$1,684	\$1,684	551002-53980	Office Supplies
Pest Control	\$121,147	\$121,147	Multiple	Multiple
Pool / Fountain - R&M	\$18,425	\$18,425	546074-53965	R&M-Pools
Pressure washing	\$56,815	\$56,815	546171-53960	R&M-Pressure Washing
Refuse Service	\$4,391	\$4,391	543018-53975	Utility - Water
Rust Control	\$8,800	\$8,800	546193-53960	Rust Control
Security Services	\$262,452	\$262,452	534203-51320	Security
<i>Subtotal</i>	<i>\$1,344,450</i>	<i>\$1,344,450</i>		
<u>Project / One-time R&M Costs</u>				
Cabinet replacements	\$0	\$0	546001-53970	R&M-General
Christmas Lights	\$4,325	\$4,325	549028-53980	Misc-Holiday Lighting
Gate - R&M	\$6,383	\$6,383	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	\$20,870	\$20,870	568018-53985	Capital Reserve
<i>Subtotal</i>	<i>\$92,778</i>	<i>\$92,778</i>		
TOTAL APPROVED	\$1,437,228	\$1,437,228		
GRAND TOTAL	\$1,437,228	\$1,437,228		

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Detailed Contract Schedule - (Approved / Committed)

October 31, 2018

Contractor / Vendor	Project/Service Category	Date Board Approved	Work Order #	Description of Project/Service	Account Code	Account Description	Annual Amount	Amount Spent YTD	Amount Remaining
5 Star Pool	Pool / Fountain - R&M	10/1/2013	WO-1609-1609	Pool / Fountain Maintenance	546074-53965	R&M-Pools	\$20,100	\$1,675	\$18,425
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	\$0	\$2,400
American Shoreline Restoration, Inc	Lake & Wetlands Maintenance	8/20/2018	Project	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	\$340	\$3,740
AT&I Systems	Gate - R&M	11/4/2017	WO-1705-1705	Entry Gates maintenance	546034-53950	R&M-Gate	\$4,200	\$1,557	\$2,643
Brightview Landscaping	Landscaping	5/21/2018	WO-1545-1545	Landscaping	546300-53960	Landscape Maintenance	\$417,312	\$34,776	\$382,536
Brightview Landscaping	Annuals - Flowers	8/20/2018		Annuals - Flowers	546339-53960	Landscape Replacement	\$4,593	\$0	\$4,593
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	\$250,356	\$20,664	\$229,692
East Coast Mulch	Mulch Services	9/17/2018		Mulch Services	546059-53960	R&M Mulch	\$42,550	\$0	\$42,550
Eco Blue Aquatic	Lake & Wetlands Maintenance		WO 1481-1481	Lake Maintenance	546366-53955	Lake & Wetlands Maintenance	\$28,320	\$2,360	\$25,960
Eco Blue Aquatic	Mitigation Maintenance		WO-1513-1513	Mitigation Maintenance	546369-53955	Mitigation Maintenance	\$19,800	\$1,650	\$18,150
The Gym Doc	Gym - R&M	5/18/2015	WO-1577-1577	Gym Source Preventative Maintenance	534159-53970	Gym Equipment Maintenance	\$2,100	\$175	\$1,925
Inframark	Management Services	10/25/2017	WO-1738-1738	District Management Services	531027-51320	ProfServ-Mgmt Consulting Serv	\$53,045	\$4,420	\$48,625
Kent Security of Palm Beach Inc.	Security Services	10/19/2015	WO-1770-1770	Security	534203-51320	Security	\$285,040	\$22,588	\$262,452
Magical Displays	Christmas Lights			Christmas Lights	549028-53980	Christmas Lights	\$8,650	\$4,325	\$4,325
People's Choice	Walls - R&M	10/25/2017	WO-1835-1835	Columns and Perimeter wall painting	568018-53985	Capital Reserve	\$20,870	\$0	\$20,870
People's Choice	Pressure washing		WO-1867-1867	Pressure washing	546171-53960	R&M-Pressure Washing	\$61,980	\$5,165	\$56,815
Research Irrigation, Inc	Irrigation Maintenance		WO-1932-1932	Irrigation Maintenance	546930-53960	Irrigation Maintenance	\$70,860	\$5,905	\$64,955

MONTERRA COMMUNITY DEVELOPMENT DISTRICT

Detailed Contract Schedule - (Approved / Committed)

October 31, 2018

Contractor / Vendor	Project/Service Category	Date Board Approved	Work Order #	Description of Project/Service	Account Code	Account Description	Annual Amount	Amount Spent YTD	Amount Remaining
Rust Tech Services	Rust Control		WO-1964-1964	Rust Control	546193-53960	Rust Control	\$9,600	\$800	\$8,800
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	\$2,680	\$29,480
Tropical Plant and Pest Services	Pest Control	1/15/2018	WO-2032-2032	Pest Control	546070-53960	R&M-Pest Control	\$100,000	\$8,333	\$91,667
Waste Management	Refuse Service		WO-2064-2064	Refuse Service	543018-53975	Utility - Water	\$4,790	\$399	\$4,391
Xerox	Office Equipment	2/19/2018	WO-2096-2096	Copier contract	551002-53980	Office Supplies	\$1,838	\$153	\$1,684
Total							\$1,555,194	\$117,966	\$1,437,228

4C.

**MONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

Motion: Assigning Fund Balance as of 09/30/18

The Board hereby assigns the FY 2018 Reserves as follows:

	<u>FY2017</u>	<u>FY2018</u>	<u>Variance</u>
Operating Reserves	\$562,609	\$457,771	(\$104,838)
Gates / Guardhouses	\$41,338	\$48,506	\$7,168
Clubhouse	\$41,338	\$50,853	\$9,515
Pool	\$41,338	\$48,506	\$7,168
Wall & Fence Perimeter	\$20,669	\$24,253	\$3,584
Roads and Sidewalks	\$82,675	\$97,011	\$14,336
Security Features	\$41,338	\$48,506	\$7,168
Hurricane	\$41,338	\$48,506	\$7,168
Irrigation System	\$41,338	\$48,506	\$7,168
Lighting	\$20,669	\$24,253	\$3,584
Landscape	\$41,338	\$48,506	\$7,168
 Total Assigned Reserves	 <u>\$975,988</u>	 <u>\$945,177</u>	 <u>(\$30,811)</u>

4D.

**MONTERRA
COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
FINANCIAL REPORT
FOR THE FISCAL YEAR ENDED
SEPTEMBER 30, 2017**

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA**

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INDEPENDENT AUDITOR'S REPORT

To the Board of Supervisors
Monterra Community Development District
Broward County, Florida

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Monterra Community Development District, Broward County, Florida ("District") as of and for the fiscal year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the District as of September 30, 2017, and the respective changes in financial position thereof for the fiscal year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters*Required Supplementary Information*

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 19, 2018 on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Report on Other Legal and Regulatory Requirements

We have also issued our report dated October 19, 2018, on our consideration of the District's compliance with the requirements of Section 218.415, Florida Statutes, as required by Rule 10.556(10) of the Auditor General of the State of Florida. The purpose of that report is to provide an opinion based on our examination conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants.

October 19, 2018

MANAGEMENT'S DISCUSSION AND ANALYSIS

Our discussion and analysis of the Monterra Community Development District, Broward County, Florida ("District") provides a narrative overview of the District's financial activities for the fiscal year ended September 30, 2017. Please read it in conjunction with the District's Independent Auditor's Report, basic financial statements, accompanying notes and supplementary information to the basic financial statements.

FINANCIAL HIGHLIGHTS

- The assets of the District exceeded its liabilities at the close of the most recent fiscal year resulting in a net position balance of \$44,942,220.
- The change in the District's total net position in comparison with the prior fiscal year was \$124,035 an increase. The key components of the District's net position and change in net position are reflected in the table in the government-wide financial analysis section.
- At September 30, 2017, the District's governmental funds reported combined ending fund balances of \$1,606,726, an increase of \$302,139 in comparison with the prior fiscal year. The total fund balance is nonspendable for prepaid items and deposits, restricted for debt service, assigned for operating reserves and future maintenance, and the remainder is unassigned fund balance which is available for spending at the District's discretion.

OVERVIEW OF FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as the introduction to the District's basic financial statements. The District's basic financial statements are comprised of three components: **1)** government-wide financial statements, **2)** fund financial statements, and **3)** notes to the financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

1) Government-Wide Financial Statements

The government-wide financial statements are designed to provide readers with a broad overview of the District's finances, in a manner similar to a private-sector business.

The statement of net position presents information on all the District's assets, deferred outflows of resources, liabilities, and deferred inflows of resources with the residual amount being reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of the District is improving or deteriorating.

The statement of activities presents information showing how the government's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods.

The government-wide financial statements include all governmental activities that are principally supported by special assessments. The District does not have any business-type activities. The governmental activities of the District include the general government (management), maintenance and recreational functions.

2) Fund Financial Statements

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The District, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The District has one fund category: governmental funds.

OVERVIEW OF FINANCIAL STATEMENTS (Continued)Governmental Funds

Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflow of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a District's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the District's near-term financing decisions. Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

The District maintains two governmental funds for external reporting. Information is presented separately in the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances for the general fund and debt service fund, both of which are considered major funds.

The District adopts an annual appropriated budget for its general fund. A budgetary comparison schedule has been provided for the general fund to demonstrate compliance with the budget.

3) Notes to the Financial Statements

The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

As noted earlier, net position may serve over time as a useful indicator of an entity's financial position. In the case of the District, assets exceeded liabilities at the close of the most recent fiscal year.

Key components of the District's net position are reflected in the following table:

	NET POSITION SEPTEMBER 30,	
	2017	2016
Assets, excluding capital assets	\$ 1,792,626	\$ 1,382,796
Capital assets, net of depreciation	62,690,999	63,091,476
Total assets	<u>64,483,625</u>	<u>64,474,272</u>
Liabilities, excluding long-term liabilities	480,072	380,339
Long-term liabilities	19,061,333	19,763,461
Total liabilities	<u>19,541,405</u>	<u>20,143,800</u>
Net position		
Net investment in capital assets	43,629,666	51,082,920
Restricted for debt service	336,565	333,576
Unrestricted	975,989	(7,086,024)
Total net position	<u>\$ 44,942,220</u>	<u>\$ 44,330,472</u>

The District's net position reflects its investment in capital assets (e.g. land, land improvements, and infrastructure) less any related debt used to acquire those assets that is still outstanding. These assets are used to provide services to residents; consequently, these assets are not available for future spending. Although the District's investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

GOVERNMENT-WIDE FINANCIAL ANALYSIS (Continued)

The restricted portion of the District's net position represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position may be used to meet the District's other obligations.

The District's net position increased during the most recent fiscal year. The majority of the increase represents the extent to which ongoing program revenues exceeded the cost of operations and depreciation expense.

Key elements of the change in net position are reflected in the following table:

CHANGE IN NET POSITION FOR THE FISCAL YEAR ENDED SEPTEMBER 30,		
	2017	2016
Revenues:		
Program revenues:		
Charges for services	\$ 3,871,671	\$ 3,904,249
General revenues:		
Investment earnings	20,456	6,918
Miscellaneous	35,682	-
Total revenues	<u>3,927,809</u>	<u>3,911,167</u>
Expenses:		
General government	156,977	176,891
Physical environment	2,417,834	2,984,168
Clubhouse	503,936	414,038
Interest	725,027	743,590
Total expenses	<u>3,803,774</u>	<u>4,318,687</u>
Change in net position	<u>124,035</u>	<u>(407,520)</u>
Net position - beginning, previously stated	44,330,472	44,737,992
Effect of prior period adjustment (Note 8)	487,713	-
Net position - beginning, as restated	<u>44,818,185</u>	<u>44,737,992</u>
Net position, ending	<u>\$ 44,942,220</u>	<u>\$ 44,330,472</u>

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2017 was \$3,803,774. The costs of the District's activities were primarily funded by program revenues. Program revenues, comprised primarily of assessments increased slightly from the prior year. In total, expenses, including depreciation, decreased from the prior fiscal year. The majority of the decrease is related to fewer costs related to professional services including the landscape maintenance and repairs.

GENERAL BUDGETING HIGHLIGHTS

An operating budget was adopted and maintained by the governing board for the District pursuant to the requirements of Florida Statutes. The budget is adopted using the same basis of accounting that is used in preparation of the fund financial statements. The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors.

CAPITAL ASSETS AND DEBT ADMINISTRATIONCapital Assets

At September 30, 2017, the District had \$69,766,767 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$7,075,768 has been taken, which resulted in a net book value of \$62,690,999. More detailed information about the District's capital assets is presented in the notes of the financial statements.

Capital Debt

At September 30, 2017, the District had \$19,205,000 Bonds outstanding for its governmental activities. More detailed information about the District's capital debt is presented in the notes of the financial statements.

ECONOMIC FACTORS AND NEXT YEAR'S BUDGETS AND OTHER EVENTS

The District does not anticipate any major projects or significant changes to its infrastructure maintenance program for the subsequent fiscal year. In addition, it is anticipated that the general operations of the District will remain fairly constant.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, land owners, customers, investors and creditors with a general overview of the District's finances and to demonstrate the District's accountability for the financial resources it manages and the stewardship of the facilities it maintains. If you have questions about this report or need additional financial information, contact the Monterra Community Development District's Finance Department at 210 N. University Drive, Suite 702, Coral Springs, Florida 33071.

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
STATEMENT OF NET POSITION
SEPTEMBER 30, 2017**

	<u>Governmental Activities</u>
ASSETS	
Cash	\$ 134,538
Investments	978,761
Assessments receivable	135,377
Deposits	16,305
Prepays	32,208
Restricted assets:	
Investments	495,437
Capital assets:	
Nondepreciable	53,187,384
Depreciable, net	<u>9,503,615</u>
Total assets	<u>64,483,625</u>
LIABILITIES	
Accounts payable	185,900
Accrued interest payable	294,172
Non-current liabilities:	
Due within one year	730,000
Due in more than one year	<u>18,331,333</u>
Total liabilities	<u>19,541,405</u>
NET POSITION	
Net investment in capital assets	43,629,666
Restricted for debt service	336,565
Unrestricted	<u>975,989</u>
Total net position	<u>\$ 44,942,220</u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

<u>Functions/Programs</u>	<u>Expenses</u>	<u>Program Revenues Charges for Services</u>	<u>Net (Expense) Revenue and Changes in Net Position Governmental Activities</u>
Primary government:			
Governmental activities:			
General government	\$ 156,977	\$ 124,673	\$ (32,304)
Physical environment	2,417,834	1,920,278	(497,556)
Recreation- Clubhouse	503,936	400,233	(103,703)
Interest on long-term debt	725,027	1,426,487	701,460
Total governmental activities	<u>3,803,774</u>	<u>3,871,671</u>	<u>67,897</u>
General revenues:			
Interest income			20,456
Miscellaneous income			<u>35,682</u>
Total general revenues			<u>56,138</u>
Change in net position			<u>124,035</u>
Net position - beginning, previously stated			44,330,472
Effect of prior period adjustment (Note 8)			<u>487,713</u>
Net position - beginning, as restated			<u>44,818,185</u>
Net position - ending			<u><u>\$ 44,942,220</u></u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
BALANCE SHEET
GOVERNMENTAL FUNDS
SEPTEMBER 30, 2017**

	Major Funds		Total Governmental Funds
	General	Debt Service	
ASSETS			
Cash	\$ 134,538	\$ -	\$ 134,538
Investments	978,761	495,437	1,474,198
Assessments receivable	77	135,300	135,377
Deposits	16,305	-	16,305
Prepays	32,208	-	32,208
Total assets	<u>\$ 1,161,889</u>	<u>\$ 630,737</u>	<u>\$ 1,792,626</u>
LIABILITIES AND FUND BALANCES			
Liabilities:			
Accounts payable	185,900	\$ -	\$ 185,900
Total liabilities	<u>185,900</u>	<u>-</u>	<u>185,900</u>
Fund balances:			
Nonspendable:			
Prepaid items and deposits	48,513	-	48,513
Restricted for:			
Debt service	-	630,737	630,737
Assigned to:			
Operating reserves	423,483	-	423,483
Future repairs and replacement	390,030	-	390,030
Unassigned	113,963	-	113,963
Total fund balance	<u>975,989</u>	<u>630,737</u>	<u>1,606,726</u>
Total liabilities and fund balance	<u>\$ 1,161,889</u>	<u>\$ 630,737</u>	<u>\$ 1,792,626</u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
RECONCILIATION OF THE BALANCE SHEET - GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET POSITION
SEPTEMBER 30, 2017**

Fund balance - governmental fund \$ 1,606,726

Amounts reported for governmental activities in the statement of net position are different because:

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in the governmental funds. The statement of net position includes those capital assets, net of any accumulated depreciation, in the net position of the government as a whole.

Cost of capital assets	69,766,767	
Accumulated depreciation	<u>(7,075,768)</u>	62,690,999

Liabilities not due and payable from current available resources are not reported as liabilities in the governmental fund statements. All liabilities, both current and long-term, are reported in the government wide financial statements.

Accrued interest payable	(294,172)	
Original issue discount	151,539	
Amortization of discount	(7,872)	
Bonds payable	<u>(19,205,000)</u>	<u>(19,355,505)</u>
Net position of governmental activities		<u><u>\$ 44,942,220</u></u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
STATEMENT OF REVENUES, EXPENDITURES,
AND CHANGES IN FUND BALANCES
GOVERNMENTAL FUNDS
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Major Funds		Total Governmental Funds
	General	Debt Service	
REVENUES			
Assessments	\$ 2,445,184	\$ 1,426,487	\$ 3,871,671
Interest	16,799	3,657	20,456
Miscellaneous	35,682	-	35,682
Total revenues	<u>2,497,665</u>	<u>1,430,144</u>	<u>3,927,809</u>
EXPENDITURES			
Current:			
General government	156,977	-	156,977
Physical environment	1,596,311	-	1,596,311
Recreation- Clubhouse	437,269	-	437,269
Debt service:			
Principal	-	710,000	710,000
Interest	-	725,113	725,113
Total expenditures	<u>2,190,557</u>	<u>1,435,113</u>	<u>3,625,670</u>
Excess (deficiency) of revenues over (under) expenditures	307,108	(4,969)	302,139
Fund balance - beginning	<u>668,881</u>	<u>635,706</u>	<u>1,304,587</u>
Fund balance - ending	<u>\$ 975,989</u>	<u>\$ 630,737</u>	<u>\$ 1,606,726</u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

Net change in total fund balance - governmental fund	\$ 302,139
Amounts reported for governmental activities in the statement of activities are different because:	
Amortization of Bond discounts/premiums is not recognized in the governmental fund financial statements, but is reported as an expense in the statement of activities.	(7,872)
Depreciation of capital assets is not recognized in the governmental fund financial statement but is reported as an expense in the statement of activities.	(888,190)
Repayment of long-term liabilities are reported as expenditures in the governmental fund financial statement, but such repayments reduce liabilities in the statement of net position and are eliminated in the statement of activities.	710,000
The change in accrued interest on long-term liabilities between the current and prior fiscal year is recorded in the statement of activities but not in the fund financial statements.	<u>7,958</u>
Change in net position of governmental activities	<u><u>\$ 124,035</u></u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
NOTES TO FINANCIAL STATEMENTS**

NOTE 1 – NATURE OF ORGANIZATION AND REPORTING ENTITY

Monterra Community Development District ("District") was established on April 14, 2005 by Ordinance 2005-04-01 of the City of Cooper City pursuant to the Uniform Community Development District Act of 1980, otherwise known as Chapter 190, Florida Statutes. The Act provides among other things, the power to manage basic services for community development, power to borrow money and issue bonds, and to levy and assess non-ad valorem assessments for the financing and delivery of capital infrastructure.

The District was established for the purposes of financing and managing the acquisition, construction, maintenance and operation of a portion of the infrastructure necessary for community development within the District.

The District is governed by the Board of Supervisors ("Board"), which is composed of five members. The Supervisors are elected by the owners of the property within the District. The Board of Supervisors of the District exercise all powers granted to the District pursuant to Chapter 190, Florida Statutes.

The Board has the responsibility for:

1. Assessing and levying assessments.
2. Approving budgets.
3. Exercising control over facilities and properties.
4. Controlling the use of funds generated by the District.
5. Approving the hiring and firing of key personnel.
6. Financing improvements.

The financial statements were prepared in accordance with Governmental Accounting Standards Board ("GASB") Statements. Under the provisions of those standards, the financial reporting entity consists of the primary government, organizations for which the District is considered to be financially accountable and other organizations for which the nature and significance of their relationship with the District are such that, if excluded, the financial statements of the District would be considered incomplete or misleading. There are no entities considered to be component units of the District; therefore, the financial statements include only the operations of the District.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Government-Wide and Fund Financial Statements

The basic financial statements include both government-wide and fund financial statements.

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The statement of activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. *Program revenues* include 1) charges to customers who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment; operating-type special assessments for maintenance and debt service are treated as charges for services and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Other items not included among program revenues are reported instead as *general revenues*.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the *economic resources measurement* focus and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Assessments are recognized as revenues in the year for which they are levied. Grants and similar items are to be recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Assessments

Assessments are non-ad valorem assessments on benefited lands within the District. Assessments are levied to pay for the operations and maintenance of the District. The fiscal year for which annual assessments are levied begins on October 1 with discounts available for payments through February 28 and become delinquent on April 1. The District's annual assessments for operations and debt service are billed and collected by the County Tax Assessor/Collector. The amounts remitted to the District are net of applicable discounts or fees and include interest on monies held from the day of collection to the day of distribution.

Assessments and interest associated with the current fiscal period are considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. The portion of assessments receivable due within the current fiscal period is considered to be susceptible to accrual as revenue of the current period.

The District reports the following major governmental funds:

General Fund

The general fund is the general operating fund of the District. It is used to account for all financial resources except those required to be accounted for in another fund.

Debt Service Fund

The debt service fund is used to account for the accumulation of resources for the annual payment of principal and interest on long-term debt.

As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

When both restricted and unrestricted resources are available for use, it is the government's policy to use restricted resources first for qualifying expenditures, then unrestricted resources as they are needed.

Assets, Liabilities and Net Position or Equity

Restricted Assets

These assets represent cash and investments set aside pursuant to Bond covenants or other contractual restrictions.

Deposits and Investments

The District's cash and cash equivalents are considered to be cash on hand and demand deposits.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)

Assets, Liabilities and Net Position or Equity (Continued)

Deposits and Investments (Continued)

The District has elected to proceed under the Alternative Investment Guidelines as set forth in Section 218.415 (17) Florida Statutes. The District may invest any surplus public funds in the following:

- a) The Local Government Surplus Trust Funds, or any intergovernmental investment pool authorized pursuant to the Florida Interlocal Cooperation Act;
- b) Securities and Exchange Commission registered money market funds with the highest credit quality rating from a nationally recognized rating agency;
- c) Interest bearing time deposits or savings accounts in qualified public depositories;
- d) Direct obligations of the U.S. Treasury.

The State Board of Administration’s (“SBA”) Local Government Surplus Funds Trust Fund (“Florida PRIME”) is a “2a-7 like” pool. A “2a-7 like” pool is an external investment pool that is not registered with the Securities and Exchange Commission (“SEC”) as an investment company, but nevertheless has a policy that it will, and does, operate in a manner consistent with the SEC’s Rule 2a-7 of the Investment Company Act of 1940, which comprises the rules governing money market funds. Thus, the pool operates essentially as a money market fund. The District has reported its investment in Florida PRIME at amortized cost for financial reporting purposes.

Securities listed in paragraph c and d shall be invested to provide sufficient liquidity to pay obligations as they come due. In addition, surplus funds may be deposited into certificates of deposit which are insured.

The District records all interest revenue related to investment activities in the respective funds. Investments are measured at amortized cost or reported at fair value as required by generally accepted accounting principles.

Inventories and Prepaid Items

Inventories of governmental funds are recorded as expenditures when consumed rather than when purchased.

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements.

Capital Assets

Capital assets, which include property, plant and equipment, and infrastructure assets (e.g., roads, sidewalks and similar items) are reported in the government activities columns in the government-wide financial statements. Capital assets are defined by the government as assets with an initial, individual cost of more than \$5,000 (amount not rounded) and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized. Major outlays for capital assets and improvements are capitalized as projects are constructed.

Property, plant and equipment of the District are depreciated using the straight-line method over the following estimated useful lives:

<u>Assets</u>	<u>Years</u>
Infrastructure	10-30
Improvements other than buildings	5-25
Buildings	10-40
Machinery and equipment	5-20
Furniture and fixtures	10

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**Assets, Liabilities and Net Position or Equity (Continued)**Capital Assets (Continued)

In the governmental fund financial statements, amounts incurred for the acquisition of capital assets are reported as fund expenditures. Depreciation expense is not reported in the governmental fund financial statements.

Unearned Revenue

Governmental funds report unearned revenue in connection with resources that have been received, but not yet earned.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the statement of net position. Bond premiums and discounts are deferred and amortized ratably over the life of the Bonds. Bonds payable are reported net of applicable premiums or discounts. Bond issuance costs are expensed when incurred.

In the fund financial statements, governmental fund types recognize premiums and discounts, as well as issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received, are reported as debt service expenditures.

Deferred Outflows/Inflows of Resources

Deferred outflows of resources represent a consumption of net position that applies to future reporting period(s). For example, the District would record deferred outflows of resources on the statement of net position related to debit amounts resulting from current and advance refundings resulting in the defeasance of debt (i.e. when there are differences between the reacquisition price and the net carrying amount of the old debt).

Deferred inflows of resources represent an acquisition of net position that applies to future reporting period(s). For example, when an asset is recorded in the governmental fund financial statements, but the revenue is unavailable, the District reports a deferred inflow of resources on the balance sheet until such times as the revenue becomes available.

Fund Equity/Net Position

In the fund financial statements, governmental funds report non spendable and restricted fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Assignments of fund balance represent tentative management plans that are subject to change.

The District can establish limitations on the use of fund balance as follows:

Committed fund balance – Amounts that can be used only for the specific purposes determined by a formal action (resolution) of the Board of Supervisors. Commitments may be changed or lifted only by the Board of Supervisors taking the same formal action (resolution) that imposed the constraint originally. Resources accumulated pursuant to stabilization arrangements sometimes are reported in this category.

Assigned fund balance – Includes spendable fund balance amounts established by the Board of Supervisors that are intended to be used for specific purposes that are neither considered restricted nor committed. The Board may also assign fund balance as it does when appropriating fund balance to cover differences in estimated revenue and appropriations in the subsequent year's appropriated budget. Assignments are generally temporary and normally the same formal action need not be taken to remove the assignment.

NOTE 2 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Continued)**Assets, Liabilities and Net Position or Equity (Continued)****Fund Equity/Net Position (Continued)**

The District first uses committed fund balance, followed by assigned fund balance and then unassigned fund balance when expenditures are incurred for purposes for which amounts in any of the unrestricted fund balance classifications could be used.

Net position is the difference between assets and deferred outflows of resources less liabilities and deferred inflows of resources. Net position in the government-wide financial statements are categorized as net investment in capital assets, restricted or unrestricted. Net investment in capital assets represents net position related to infrastructure and property, plant and equipment. Restricted net position represents the assets restricted by the District's Bond covenants or other contractual restrictions. Unrestricted net position consists of the net position not meeting the definition of either of the other two components.

Other Disclosures**Use of Estimates**

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenues and expenditures during the reporting period. Actual results could differ from those estimates.

NOTE 3 – BUDGETARY INFORMATION

The District is required to establish a budgetary system and an approved Annual Budget. Annual Budgets are adopted on a basis consistent with generally accepted accounting principles for the general fund. All annual appropriations lapse at fiscal year-end.

The District follows these procedures in establishing the budgetary data reflected in the financial statements.

- a) Each year the District Manager submits to the District Board a proposed operating budget for the fiscal year commencing the following October 1.
- b) Public hearings are conducted to obtain public comments.
- c) Prior to October 1, the budget is legally adopted by the District Board.
- d) All budget changes must be approved by the District Board.
- e) The budgets are adopted on a basis consistent with generally accepted accounting principles.
- f) Unused appropriation for annually budgeted funds lapse at the end of the year.

NOTE 4 – DEPOSITS AND INVESTMENTS**Deposits**

The District's cash balances were entirely covered by federal depository insurance or by a collateral pool pledged to the State Treasurer. Florida Statutes Chapter 280, "Florida Security for Public Deposits Act", requires all qualified depositories to deposit with the Treasurer or another banking institution eligible collateral equal to various percentages of the average daily balance for each month of all public deposits in excess of any applicable deposit insurance held. The percentage of eligible collateral (generally, U.S. Governmental and agency securities, state or local government debt, or corporate bonds) to public deposits is dependent upon the depository's financial history and its compliance with Chapter 280. In the event of a failure of a qualified public depository, the remaining public depositories would be responsible for covering any resulting losses.

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)

Investments

The District’s investments were held as follows at September 30, 2017:

	Amortized Cost	Credit Risk	Maturities
Wells Fargo Government Money Market	\$ 495,437	S&P AAA	Weighted average of 31 days
Florida Prime	978,761	S&P AAA	Weighted average of 51 days
Total Investments	<u>\$ 1,474,198</u>		

Credit risk – For investments, credit risk is generally the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Investment ratings by investment type are included in the preceding summary of investments.

Concentration risk – The District places no limit on the amount the District may invest in any one issuer.

Interest rate risk – The District does not have a formal policy that limits investment maturities as a means of managing exposure to fair value losses arising from increasing interest rates.

However, the Bond Indenture limits the type of investments held using unspent proceeds.

Fair Value Measurement – When applicable, the District measures and records its investments using fair value measurement guidelines established in accordance with GASB Statements. The framework for measuring fair value provides a fair value hierarchy that prioritizes the inputs to valuation techniques.

These guidelines recognize a three-tiered fair value hierarchy, in order of highest priority, as follows:

- *Level 1:* Investments whose values are based on unadjusted quoted prices for identical investments in active markets that the District has the ability to access;
- *Level 2:* Investments whose inputs - other than quoted market prices - are observable either directly or indirectly; and,
- *Level 3:* Investments whose inputs are unobservable.

The fair value measurement level within the fair value hierarchy is based on the lowest level of any input that is significant to the entire fair value measurement. Valuation techniques used should maximize the use of observable inputs and minimize the use of unobservable inputs.

Money market investments that have a maturity at the time of purchase of one year or less and are held by governments other than external investment pools are required to be reported at amortized cost. For external investment pools that qualify to be measured at amortized cost, the pool's participants should also measure their investments in that external investment pool at amortized cost for financial reporting purposes. As such, the investments have been reported at amortized cost above.

External Investment Pool – With regard to redemption gates, Chapter 218.409(8)(a), Florida Statutes, states that “The principal, and any part thereof, of each account constituting the trust fund is subject to payment at any time from the moneys in the trust fund. However, the Executive Director may, in good faith, on the occurrence of an event that has a material impact on liquidity or operations of the trust fund, for 48 hours limit contributions to or withdrawals from the trust fund to ensure that the Board can invest moneys entrusted to it in exercising its fiduciary responsibility. Such action must be immediately disclosed to all participants, the Trustees, the Joint Legislative Auditing Committee, the Investment Advisory Council, and the Participant Local Government Advisory Council. The Trustees shall convene an emergency meeting as soon as practicable from the time the Executive Director has instituted such measures and review the necessity of those measures. If the Trustees are unable to convene an emergency meeting before the expiration of the 48-hour moratorium on contributions and withdrawals, the moratorium may be extended by the Executive Director until the Trustees are able to meet to review the

NOTE 4 – DEPOSITS AND INVESTMENTS (Continued)**Investments**

necessity for the moratorium. If the Trustees agree with such measures, the Trustees shall vote to continue the measures for up to an additional 15 days. The Trustees must convene and vote to continue any such measures before the expiration of the time limit set, but in no case may the time limit set by the Trustees exceed 15 days.”

With regard to liquidity fees, Florida Statute 218.409(4) provides authority for the SBA to impose penalties for early withdrawal, subject to disclosure in the enrollment materials of the amount and purpose of such fees. At present, no such disclosure has been made.

As of September 30, 2017, there were no redemption fees or maximum transaction amounts, or any other requirements that serve to limit a participant’s daily access to 100% of their account value.

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended September 30, 2017 was as follows:

	Beginning Balance (Restated)	Additions	Reductions	Ending Balance
<u>Governmental activities</u>				
Capital assets, not being depreciated				
Land & Land improvements	\$ 53,187,384	\$ -	\$ -	\$ 53,187,384
Total capital assets, not being depreciated	53,187,384	-	-	53,187,384
Capital assets, being depreciated				
Infrastructure	13,484,388	-	-	13,484,388
Improvements other than buildings	1,094,995	-	-	1,094,995
Clubhouse	2,000,000	-	-	2,000,000
Total capital assets, being depreciated	16,579,383	-	-	16,579,383
Less accumulated depreciation for:				
Infrastructure	4,975,777	738,367	-	5,714,144
Improvements other than buildings	1,011,801	83,156	-	1,094,957
Clubhouse	200,000	66,667	-	266,667
Total accumulated depreciation	6,187,578	888,190	-	7,075,768
Total capital assets, being depreciated, net	10,391,805	(888,190)	-	9,503,615
Governmental activities capital assets	\$ 63,579,189	\$ (888,190)	\$ -	\$ 62,690,999

Depreciation expense was charged to the physical environment and parks and recreation functions.

NOTE 6 - LONG-TERM LIABILITIES**Series 2005A**

On August 1, 2005, the District issued \$32,000,000 of Special Assessment Revenue Bond Series 2005A due May 1, 2036, with a fixed interest rate of 5.5%. The Bonds were issued to finance the acquisition and construction of certain improvement for the benefit of the property within the District. Interest is paid semiannually on each May 1 and November 1. Principal is payable annually commencing November 1, 2005 through May 1, 2036.

The Series 2005A Bonds are subject to extraordinary mandatory redemption at the option of the District, in whole or in part at a redemption price as outlined in the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2017.

NOTE 6 - LONG-TERM LIABILITIES (Continued)

Series 2015

On January 1, 2015, the District issued \$15,410,000 of Special Assessment Revenue Refunding Bond Series 2015, consisting of \$7,600,000 Serial Bonds payable serially through May 1, 2027, \$3,175,000 Term Bonds due on May 1, 2031 with a fixed interest rate of 3.375% and \$4,635,000 Term Bonds due May 1, 2036, with a fixed interest rate of 3.5%. The Bonds were issued for the refunding of the "Assessments Area Two Bonds". Interest is paid semiannually on each May 1 and November 1. Principal is payable annually commencing November 1, 2015 through May 1, 2036.

The Series 2015 Bonds are subject to redemption at the option of the District, in whole or in part at a redemption price as outlined in the Bond Indenture. The Series 2015 Bonds are subject to optional and extraordinary mandatory redemption prior to maturity in the manner determined by the Bond Indenture.

The Bond Indenture established a debt service reserve requirement as well as other restrictions and requirements relating principally to the use of proceeds to pay for the infrastructure improvements and the procedures to be followed by the District on assessments to property owners. The District agrees to levy special assessments in annual amounts adequate to provide payment of debt service and to meet the reserve requirements. The District was in compliance with the requirements at September 30, 2017.

Changes in long-term liability activity for the fiscal year ended September 30, 2017 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Series 2005A	\$ 5,060,000	\$ -	\$ 140,000	\$ 4,920,000	\$ 150,000
Series 2015	14,855,000	-	570,000	14,285,000	580,000
Bond discount	(151,539)	-	(7,872)	(143,667)	-
Governmental activity long-term liabilities	<u>\$ 19,763,461</u>	<u>\$ -</u>	<u>\$ 702,128</u>	<u>\$ 19,061,333</u>	<u>\$ 730,000</u>

At September 30, 2017, the scheduled debt service requirements on the long-term debt were as follows:

	Governmental Activities		
	Principal	Interest	Total
2018	\$ 730,000	\$ 706,013	\$ 1,436,013
2019	750,000	686,163	1,436,163
2020	775,000	665,563	1,440,563
2021	800,000	642,600	1,442,600
2022	825,000	618,750	1,443,750
2023-2027	4,555,000	2,658,888	7,213,888
2028-2032	5,500,000	1,745,963	7,245,963
2033-2036	5,270,000	547,223	5,817,223
Total	<u>\$ 19,205,000</u>	<u>\$ 8,271,163</u>	<u>\$ 27,476,163</u>

NOTE 7 - MANAGEMENT COMPANY

The District has contracted with a management company to perform management advisory services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, and other administrative costs.

NOTE 8 – PRIOR PERIOD ADJUSTMENT

The fiscal year 2017 report has adjusted the following items listed in the fiscal year 2016 report:

	Governmental Activities
Net position - as previously stated	\$ 44,330,472
Understatement of capital assets	501,511
Understatement of depreciation	(13,798)
Net assets/fund balance - as restated	<u>\$ 44,818,185</u>

NOTE 9 – MANAGEMENT COMPANY

The District has contracted with a management company to perform management services, which include financial and accounting services. Certain employees of the management company also serve as officers of the District. Under the agreement, the District compensates the management company for management, accounting, financial reporting, computer and other administrative costs.

NOTE 10 - RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; and natural disasters. The District has obtained commercial insurance from independent third parties to mitigate the costs of these risks; coverage may not extend to all situations. There were no settled claims during the past three years.

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
SCHEDULE OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCE - BUDGET AND ACTUAL – GENERAL FUND
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2017**

	Budgeted Amounts		Actual Amounts	Variance with Final Budget - Positive (Negative)
	Original	Final		
REVENUES				
Assessments	\$ 2,427,114	\$ 2,427,115	\$ 2,445,184	\$ 18,069
Interest income	-	-	16,799	16,799
Miscellaneous	-	-	35,682	35,682
Total revenues	2,427,114	2,427,115	2,497,665	70,550
EXPENDITURES				
Current:				
General government	130,154	132,168	156,977	(24,809)
Physical environment	1,720,703	1,732,089	1,596,311	135,778
Parks and recreation	576,257	562,858	437,269	125,589
Total expenditures	2,427,114	2,427,115	2,190,557	236,558
Excess (deficiency) of revenues over (under) expenditures	-	-	307,108	307,108
Fund balance - beginning			668,881	
Fund balance - ending			\$ 975,989	

See notes to required supplementary information

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT
BROWARD COUNTY, FLORIDA
NOTES TO REQUIRED SUPPLEMENTARY INFORMATION**

The District is required to establish a budgetary system and an approved Annual Budget for the general fund. The District's budgeting process is based on estimates of cash receipts and cash expenditures which are approved by the Board. The budget approximates a basis consistent with accounting principles generally accepted in the United States of America (generally accepted accounting principles).

The legal level of budgetary control, the level at which expenditures may not exceed budget, is in the aggregate. Any budget amendments that increase the aggregate budgeted appropriations must be approved by the Board of Supervisors. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2017.



INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

To the Board of Supervisors
Monterra Community Development District
Broward County, Florida

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of the governmental activities and each major fund of Monterra Community Development District, Broward County, Florida ("District") as of and for the fiscal year ended September 30, 2017, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated October 19, 2018.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed an instance of noncompliance that is required to be reported under Government Auditing Standards and which is described in the accompanying management level. See finding 2017-01.

The District's response to the finding identified in our audit is described in the accompanying Management Letter. We did not audit the District's response and, accordingly, we express no opinion on it.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

October 19, 2018



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE WITH THE
REQUIREMENTS OF SECTION 218.415, FLORIDA STATUTES, REQUIRED BY
RULE 10.556(10) OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA**

To the Board of Supervisors
Monterra Community Development District
Broward County, Florida

We have examined Monterra Community Development District, Broward County, Florida's ("District") compliance with the requirements of Section 218.415, Florida Statutes, in accordance with Rule 10.556(10) of the Auditor General of the State of Florida during the fiscal year ended September 30, 2017. Management is responsible for the District's compliance with those requirements. Our responsibility is to express an opinion on the District's compliance based on our examination.

Our examination was conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Those standards require that we plan and perform the examination to obtain reasonable assurance about whether the District complied, in all material respects, with the specified requirements referenced in Section 218.415, Florida Statutes. An examination involves performing procedures to obtain evidence about whether the District complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion. Our examination does not provide a legal determination on the District's compliance with specified requirements.

In our opinion, the District complied, in all material respects, with the aforementioned requirements for the fiscal year ended September 30, 2017.

This report is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, management, and the Board of Supervisors of Monterra Community Development District, Broward County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

October 19, 2018



**MANAGEMENT LETTER PURSUANT TO THE RULES OF
THE AUDITOR GENERAL FOR THE STATE OF FLORIDA**

To the Board of Supervisors
Monterra Community Development District
Broward County, Florida

Report on the Financial Statements

We have audited the accompanying basic financial statements of Monterra Community Development District, Broward County, Florida ("District") as of and for the fiscal year ended September 30, 2017, and have issued our report thereon dated October 19, 2018.

Auditor's Responsibility

We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and Chapter 10.550, Rules of the Auditor General.

Other Reporting Requirements

We have issued our Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of the Financial Statements Performed in Accordance with *Government Auditing Standards*; and Independent Auditor's Report on an examination conducted in accordance with *AICPA Professional Standards*, AT-C Section 315, regarding compliance requirements in accordance with Chapter 10.550, Rules of the Auditor General. Disclosures in those reports, which are dated October 19, 2018, should be considered in conjunction with this management letter.

Purpose of this Letter

The purpose of this letter is to comment on those matters required by Chapter 10.550 of the Rules of the Auditor General for the State of Florida. Accordingly, in connection with our audit of the financial statements of the District, as described in the first paragraph, we report the following:

- I. Current year findings and recommendations.**
- II. Status of prior year findings and recommendations.**
- III. Compliance with the Provisions of the Auditor General of the State of Florida.**

Our management letter is intended solely for the information and use of the Legislative Auditing Committee, members of the Florida Senate and the Florida House of Representatives, the Florida Auditor General, Federal and other granting agencies, as applicable, management, and the Board of Supervisors of Monterra Community Development District, Broward County, Florida and is not intended to be and should not be used by anyone other than these specified parties.

We wish to thank Monterra Community Development District, Broward County, Florida and the personnel associated with it, for the opportunity to be of service to them in this endeavor as well as future engagements, and the courtesies extended to us.

October 19, 2018

REPORT TO MANAGEMENT

I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

2017-01 Statute Compliance:

Observation: Florida Statutes require governmental entities to file an annual financial report and a copy of the financial audit with the State within 9 months of the end of the fiscal year. Both the annual financial report and the annual audit report for the fiscal year ended September 30, 2017 were not filed by June 30, 2017.

Recommendation: We recommend that the District take the necessary steps to comply with the Florida Statutes and file both reports within the statutory time frames.

Management Response: Management will make the necessary steps to ensure the audit deadlines are met.

II. PRIOR YEAR FINDINGS AND RECOMMENDATIONS

None

III. COMPLIANCE WITH THE PROVISIONS OF THE AUDITOR GENERAL OF THE STATE OF FLORIDA

Unless otherwise required to be reported in the auditor's report on compliance and internal controls, the management letter shall include, but not be limited to the following:

1. A statement as to whether or not corrective actions have been taken to address findings and recommendations made in the preceding annual financial audit report.

There were no significant findings and recommendations made in the preceding annual financial audit report for the fiscal year ended September 30, 2016.

2. Any recommendations to improve the local governmental entity's financial management.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported for the fiscal year ended September 30, 2017, except as noted above.

3. Noncompliance with provisions of contracts or grant agreements, or abuse, that have occurred, or are likely to have occurred, that have an effect on the financial statements that is less than material but which warrants the attention of those charged with governance.

There were no such matters discovered by, or that came to the attention of, the auditor, to be reported, for the fiscal year ended September 30, 2017.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.
5. The financial report filed with the Florida Department of Financial Services pursuant to Section 218.32(1)(a), Florida Statutes agrees with the September 30, 2017 financial audit report.
6. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.
7. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2017. It is management's responsibility to monitor financial condition, and our financial condition assessment was based in part on representations made by management and the review of financial information provided by same.

Fifth Order of Business

5A

Remove Silver Buttonwood along fence line.

2 Plant along fence line with 7 Gal. Podocarpus. Add soil and fertilizer tablets around plant material.

3 Add Red Mulch to newly installed plant material.



VISTA DEL PRADO

QTY	UoM/Size	Material/Description
65.00	EACH	Podocarpus - 7 gal. 3' -4' OA Shrub/Perennial Installed
1.00	CUBIC YARD	Bulk Topsoil - Amendment Installed
260.00	EACH	Tree Tablets - EACH Fertilizer Tablets Installed
15.00	BAG	Bagged Red Mulch (2cf) - 2cf Mulch Installed



Proposal for Extra Work at Monterra Community Developmen

Property Name	Monterra Community Developmen	Contact	MARIA Mihailovschi
Property Address	8451 Monterra Boulevard Cooper City , FL 33024	To	Monterra Community Development District
		Billing Address	210 N University Dr Ste 702 Coral Springs , FL 33071

Project Name Monterra Community Developmen

Project Description Vista De Prado on NW 82nd Drive Home 3954. South side remove Dead Plants and install Podocarpus

Scope of Work

QTY	UoM/Size	Material/Description	Unit Price	Total
65.00	EACH	Podocarpus - 7 gal. 3' -4' OA Shrub/Perennial Installed	\$42.06	\$2,733.58
12.00	MAN HOUR	Enhancement Crew Demo	\$35.00	\$420.00
1.00	CUBIC YARD	Bulk Topsoil - Amendment Installed	\$81.92	\$81.92
260.00	EACH	Tree Tablets - EACH Fertilizer Tablets Installed	\$.63	\$163.80
15.00	BAG	Bagged Red Mulch (2cf) - 2cf Mulch Installed	\$6.73	\$100.88

For Internal use only

SO# 6763392
 JOB# 353700050
 Service Line 130

Total Price \$3,500.18

THIS IS NOT AN INVOICE

This proposal is valid for 60 days unless otherwise approved by BrightView Landscape Services, Inc.
 440 Sawgrass Corporate Parkway, Suite 10, Sunrise, FL 33325 ph. fax

TERMS & CONDITIONS

1. The Contractor shall recognize and perform in accordance with written terms, written specifications and drawings only, contained or referred to herein. All materials shall conform to bid specifications.
2. **Work Force:** Contractor shall designate a qualified representative with experience in landscape maintenance/construction upgrades or when applicable in tree management. The workforce shall be competent and qualified, and shall be legally authorized to work in the U.S.
3. **License and Permits:** Contractor shall maintain a Landscape Contractor's license, if required by State or local law, and will comply with all other license and permit requirements of the City, State and Federal Governments, as well as all other requirements of law.
4. **Taxes:** Contractor agrees to pay all applicable taxes, including sales tax where applicable on material supplied.
5. **Insurance:** Contractor agrees to provide General Liability Insurance, Automotive Liability Insurance, Worker's Compensation Insurance, and any other insurance required by law or Client/Owner, as specified in writing prior to commencement of work. If not specified, Contractor will furnish insurance with \$1,000,000 limit of liability.
6. **Liability:** Contractor shall indemnify the Client/Owner and its agents and employees from and against any third party liabilities that arise out of Contractor's work to the extent such liabilities are adjudicated to have been caused by Contractor's negligence or willful misconduct. Contractor shall not be liable for any damage that occurs from Acts of God or defined as those caused by windstorm, hail, fire, flood, earthquake, hurricane and freezing, etc. Under these circumstances, Contractor shall have the right to renegotiate the terms and prices of this agreement within sixty (60) days. Any illegal trespass, claims and/or damages resulting from work requested that is not on property owned by Client/Owner or not under Client/Owner management and control shall be the sole responsibility of the Client/Owner.
7. **Subcontractors:** Contractor reserves the right to hire qualified subcontractors to perform specialized functions or work requiring specialized equipment.
8. **Additional Services:** Any additional work not shown in the above specifications involving extra costs will be executed only upon signed written orders, and will become an extra charge over and above the estimate.
9. **Access to Jobsite:** Client/Owner shall provide all utilities to perform the work. Client/Owner shall furnish access to all parts of jobsite where Contractor is to perform work as required by the Contract or other functions related thereto, during normal business hours and other reasonable periods of time. Contractor will perform the work as reasonably practical after the owner makes the site available for performance of the work.
10. **Invoicing:** Client/Owner shall make payment to Contractor within fifteen (15) days upon receipt of invoice. In the event the schedule for the completion of the work shall require more than thirty (30) days, a progress bill will be presented by month end and shall be paid within fifteen (15) days upon receipt of invoice.
11. **Termination:** This Work Order may be terminated by the either party with or without cause, upon seven (7) work days advance written notice. Client/Owner will be required to pay for all materials purchased and work completed to the date of termination and reasonable charges incurred in demobilizing.
12. **Assignment:** The Owner/Client and the Contractor respectively, bind themselves, their partners, successors, assignees and legal representative to the other party with respect to all covenants of this Agreement. Neither the Owner/Client nor the Contractor shall assign or transfer any interest in this Agreement without the written consent of the other provided, however, that consent shall not be required to assign this Agreement to any company which controls, is controlled by, or is under common control with Contractor or in connection with assignment to an affiliate or pursuant to a merger, sale of all or substantially all of its assets or equity securities, consolidation, change of control or corporate reorganization.
13. **Disclaimer:** This proposal was estimated and priced based upon a site visit and visual inspection from ground level using ordinary means, at or about the time this proposal was prepared. The price quoted in this proposal for the work described, is the result of that ground level visual inspection and therefore our company will not be liable for any additional costs or damages for additional work not described herein, or liable for any incidents/accidents resulting from conditions, that were not ascertainable by said ground level visual inspection by ordinary means at the time said inspection was performed. Contractor cannot be held responsible for unknown or otherwise hidden defects. Any corrective work proposed herein cannot guarantee exact results. Professional engineering, architectural, and/or landscape design services ("Design Services") are not included in this Agreement and shall not be provided by the Contractor. Any design defects in the Contract Documents are the sole responsibility of the Owner. If the Client/Owner must engage a licensed engineer, architect and/or landscape design professional, any costs concerning these Design Services are to be paid by the Client/Owner directly to the designer involved.

14. **Cancellation:** Notice of Cancellation of work must be received in writing before the crew is dispatched to their location or Client/Owner will be liable for a minimum travel charge of \$150.00 and billed to Client/Owner.

The following sections shall apply where Contractor provides Customer with tree care services:

15. **Tree & Stump Removal:** Trees removed will be cut as close to the ground as possible based on conditions to or next to the bottom of the tree trunk. Additional charges will be levied for unseen hazards such as, but not limited to concrete brick filled trunks, metal rods, etc. If requested mechanical grinding of visible tree stump will be done to a defined width and depth below ground level at an additional charge to the Client/Owner. Defined backfill and landscape material may be specified. Client/Owner shall be responsible for contacting Underground Service Alert to locate underground utility lines prior to start of work. Contractor is not responsible damage done to underground utilities such as but not limited to, cables, wires, pipes, and irrigation parts. Contractor will repair damaged irrigation lines at the Client/Owner's expense.
16. **Waiver of Liability:** Requests for crown thinning in excess of twenty-five percent (25%) or work not in accordance with ISA (International Society of Arboricultural) standards will require a signed waiver of liability.

Acceptance of this Contract

Contractor is authorized to perform the work stated on the face of this Contract. Payment will be 100% due at time of billing. If payment has not been received by BrightView within fifteen (15) days after billing, BrightView shall be entitled to all costs of collection, including reasonable attorneys' fees and it shall be relieved of any obligation to continue performance under this or any other Contract with Client/Owner. Interest at a per annum rate of 1.5% per month (18% per year), or the highest rate permitted by law, may be charged on unpaid balance 30 days after billing.

NOTICE: FAILURE TO MAKE PAYMENT WHEN DUE FOR COMPLETED WORK ON CONSTRUCTION JOBS, MAY RESULT IN A MECHANIC'S LIEN ON THE TITLE TO YOUR PROPERTY

Customer

General Manager

Signature _____ Title _____

MARIA Mihailovschi **October 10, 2018**

Printed Name _____ Date _____

BrightView Landscape Services, Inc. "BrightView"

Account Manager

Signature _____ Title _____

Michael Anthony Ruggie **October 10, 2018**

Printed Name _____ Date _____

Job #: 353700050 **Proposed Price: \$3,500.18**
SO # 6763392

Total Tropic Landscaping, Inc.

P.O. Box 841053
 Pembroke Pines, FL 33084-1053

Estimate

Date	Estimate #
9/19/2018	355

Name / Address
Monterra Community Development 8451 Monterra Blvd Cooper City, FL 33024

Project

Description	Qty	Rate	Total
removal of silver buttonwood hedge and replace with podocarpus hedge			
Removal of plant material silver buttonwoods	1	450.00	450.00
Podocarpus 7 gal 3-4 ft overall	65	36.00	2,340.00
Top soil	1	95.00	95.00
Fertilizer amendment for shrubs installed	1	65.00	65.00
Red Mulch Bags	20	6.00	120.00
		Total	\$3,070.00

Tropical Touch Garden Center, Inc.

LANDSCAPING
AGREEMENT

Property: Monterra CDD

Property Address: 8451 Monterra Blvd
Cooper City FL 33024

Contact Information: Maria Mihailovschi, General Manager
954-374-9936
mmihailovschi@castlegroup.com

Contractor: Tropical Touch Garden Center, Inc.
6951 SW 185th Way
Ft. Lauderdale, FL 33332

Contact Information: Mario Adler, President
954.252.0562 Tel
954.252.0564 Fax

This agreement is made and entered on _____, by and between, **Monterra CDD c/o Castle Group** (hereinafter referred to as "Owner") and **Tropical Touch Garden Center, Inc** (hereinafter referred to as "Contractor"). Owner and Contractor do hereby agree as follows:

INDEPENDENT CONTRACTOR

It is expressly acknowledged and understood that Contractor is an independent contractor under the terms of this Agreement and is neither an agent of, nor shall Contractor hold itself out to any third person as an agent of Owner.

LOCATION

Contractor shall perform the work at **8451 Monterra Blvd. Cooper City FL 33024** (the "Property").

CONTRACT PRICE

Contractor shall be compensated for all work performed as specified in Exhibit "A",

NOTICES

All notices required under this contract shall be by hand delivery, overnight mail services or by certified mail to the following addresses:

*Monterra CDD
c/o Castle Group
8451 Monterra Blvd
Cooper City FL 33024*

*Tropical Touch Garden Center, Inc.
6951 SW 185th Way
Ft. Lauderdale, Florida 33332*

SCOPE OF WORK

Contractor shall furnish all labor, materials, equipment and horticultural supervision necessary to complete the landscape in accordance with the specifications in Exhibit "A"

WORK FORCE

Contractor's work force shall be properly attired in recognizable uniforms at all times and conduct themselves and perform their work in a professional manner. The Contractor shall at all times have competent field supervision on the property to enforce strict adherence to these policies. Contractor shall comply with all OSHA safety rules and regulations in the operation of equipment and performance of his work. Maintenance vehicles and equipment shall be located out of the way of mainstream pedestrian and vehicular traffic allowing the Contractor's presence to be as inconspicuous as possible. Contractor's representative shall be knowledgeable in accepted horticultural principles and experienced in landscape maintenance.

INSURANCE TAXES

1. You agree and fully understand that I am a private and independent Contractor and will provide Workman's Compensation, Unemployment Insurance, Contractor's Liability and any other insurance required by law. Certificates of insurance shall be provided to evidence the foregoing insurance.
2. All Work shall be done in strict accordance with requirements set by City, County, State and Federal codes, ordinances and regulations.

NEGLECT AND VANDALISM

Turf, shrubs, trees or plants, as well as any sprinkler heads that are damaged, injured or killed due to the Contractor's operations, negligence or chemicals shall be replaced at Contractor's sole expense. If plant damage or death is caused by conditions beyond the Contractor's control, replacement shall be at the Owner's discretion and expense. Contractor shall not be held responsible for any damages to electrical lines, cables, pipes, etc., that are not marked prior to commencement of work.

ADDITIONAL WORK

Contractor shall furnish Owner with an estimate in writing for any additional work which may be required or requested during this contract.

ACCEPTANCE

This Agreement constitutes the entire understanding of the parties and supersedes any prior proposals, understandings, or agreements.

BY: Tropical Touch Garden Center, Inc.

BY: 1800 Monterra CDD
c/o Castle Group

Signed: _____

Signed: _____

Printed: _____

Printed: _____

Date: _____

Date: _____

EXHIBIT "A"

MONTERRA CDD

VISTA DEL PRADO ENTRANCE HEDGE REPLACEMENT PROPOSAL

Qty.	Description	Unit Price	Extended Price
	Vista del Prado Entrance		
1	Remove Silver Buttonwood along fence & haul away trash	\$350.00	\$350.00
65	Install Podocarpus 7 gal	\$32.50	\$2,112.50
1	Install Yd of Top Soil	\$25.00	\$25.00
2	Install boxes of fertilizer tablets	\$295.00	\$590.00
15	Install bag of Red Mulch	\$4.25	\$63.75
	Total:		\$3,141.25