

**MONTERRA  
COMMUNITY DEVELOPMENT DISTRICT**

**AGENDA PACKAGE**

**MARCH 16, 2020**

## Monterra Community Development District

### Inframark, Infrastructure Management Services

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Tel: (954) 603-0033 • Fax: (954) 345-1292

March 9, 2020

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 Monday, March 16, 2020 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 (**Page 4**)
3. Approval of the Minutes of the February 24, 2020 Meeting (**Page 6**)
4. Approval of February 29, 2020 Financial Statements (**Page 15**)
5. Audience Comments
  - A. Resident Issue Regarding Plants Behind the Home
6. Acceptance of the Fiscal Year 2019 Audit (**Page 42**)
7. Landscaping – BrightView
8. Continuing Business
  - A. Encroachment Issues
9. Staff Reports
  - A. Attorney
  - B. Engineer
    - i. Discussion of Bids for Lake Bank Restoration (**Page 74**)
  - C. Clubhouse
    - i. Resident Request to Remove Trees
    - ii. Tutors Using the Clubhouse
  - D. District Manager
    - i. Security Cameras
    - ii. Discussion of Preliminary Fiscal Year 2021 Budget
    - iii. Ratification of District Manager Expenditures (**Page 76**)
10. Supervisors' Requests
11. 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**

- |                                                                                                                                                                                                                                                                                                                                                                                      |                                                                                                                                                                                                                                                          |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Ricardo Lowe, Chairman</li> <li><input type="checkbox"/> Greg Popowitz, Vice Chairman</li> <li><input type="checkbox"/> Susan Kooiman, Assistant Secretary</li> <li><input type="checkbox"/> Hardeep Anand, Assistant Secretary</li> <li><input type="checkbox"/> Avi Ciechanowiecki, Assistant Secretary</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> George Miller, District Manager/Secretary</li> <li><input type="checkbox"/> Ginger Wald, District Counsel</li> <li><input type="checkbox"/> Joaquin Mojica, District Engineer</li> </ul> |
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### **Agenda for Regular Meeting**

Monday, March 16, 2020 – 6:00 p.m.

- 1. Roll Call**
- 2. Approval of Agenda (Page 4)**
- 3. Approval of the Minutes of the February 24, 2020 Meeting (Page 6)**
- 4. Approval of February 29, 2020 Financial Statements (Page 15)**
- 5. Audience Comments**
  - A. Resident Issue Regarding Plants Behind the Home
- 6. Acceptance of the Fiscal Year 2019 Audit (Page 42)**
- 7. Landscaping – BrightView**
- 8. Continuing Business**
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- 9. Staff Reports**
  - A. Attorney
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  - D. District Manager
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- 10. Supervisors' Requests**
- 11. Adjournment**

The Next Workshop is scheduled for Thursday, March 19, 2020 at 5:00 p.m.

The next Meeting is scheduled for Monday, April 20, 2020 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, February 24, 2020 and called to order at 6:01 p.m. at the Club at Monterra, located at 8451 Monterra Boulevard, Cooper City, Florida.

Present and constituting a quorum were:

Ricardo Lowe  
Greg Popowitz  
Susan Kooiman

Chairman  
Vice Chairman  
Assistant Secretary

Also present were:

George Miller  
Ginger Wald  
Peter Pellerito  
Maria Mihailovschi  
Jorge Castro  
BrightView Representatives  
Numerous Residents

District Manager  
District Counsel  
District Engineer  
Castle Group  
Kent Security

*The following is a summary of the discussions and actions taken at the February 24, 2020 Monterra Community Development District's Board of Supervisors Meeting.*

**FIRST ORDER OF BUSINESS**

**Roll Call (Recording Time Stamp 0:00:04)**

Mr. Miller called the meeting to order. Supervisors introduced themselves and a quorum was established.

**SECOND ORDER OF BUSINESS**

**Approval of Agenda (Recording Time Stamp 0:00:31)**

Mr. Lowe presented the agenda for the meeting and requested any additions, corrections or deletions.

There being none,

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

**THIRD ORDER OF BUSINESS**

**Approval of Minutes (Recording Time Stamp 0:00:44)**

**A. Amended December 16, 2019 Meeting (Recording Time Stamp 0:00:44)**

**B. January 27, 2020 Meeting (Recording Time Stamp 0:00:44)**

Mr. Lowe stated each Board member received a copy of the Minutes of the December 16, 2019 Meeting, as amended, and January 27, 2020 Meeting, and requested any additions, corrections or deletions.

There being none,

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, the Minutes of the December 16, 2019 Meeting, as amended, and January 27, 2020 Meeting were approved.

**FOURTH ORDER OF BUSINESS**

**Approval of January 31, 2020 Financial Statements (Recording Time Stamp 0:00:59)**

Mr. Lowe presented the January 31, 2020 Financial Statements for the Board's review and approval.

- Ms. Kooiman was satisfied with responses to her questions regarding landscaping and holiday decorations.

There being no further discussion,

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, the January 31, 2020 Financial Statements were approved.

**FIFTH ORDER OF BUSINESS**

**Audience Comments (Recording Time Stamp 0:01:49)**

A resident requested the following item:

- A box for a book drive donation at the clubhouse.
  - The box will be there for a few months.
  - The box will be checked every week.
  - An email blast will be sent to residents.

- Ms. Mihailovschi suggested having it near the front door.

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, the request from a resident to have a box from the Non-Profit Literacy Initiative for the Girl Scouts for the donation of books was approved.

## **SIXTH ORDER OF BUSINESS**

### **Presentation by Mr. Jorge Castro of Kent Security (Recording Time Stamp 0:04:51)**

The Board requested Mr. Castro's perspective regarding security.

- Mr. Castro visits the District at least once per week.
- There is a lot of turnover of personnel.
- Mr. Castro detailed the process for allowing entry into the community.
- If the person is on the guest list, the resident will not be called.
- The resident guest list should be updated.
- Ms. Mihailovschi will ensure residents fill out the appropriate forms.
- Their commercial insurance rate increased significantly. They will do security via golf cart instead of cars. However, if the District still wants a car in the summer, this can be done at a reduced rate. The District currently has two golf carts.
- Kent will send a weekly report of rover activity.
- Patrols will be increased.

## **SEVENTH ORDER OF BUSINESS**

### **Landscaping – BrightView (Recording Time Stamp 0:21:39)**

- Most of the community was mowed. Mowing is done within one week.
- Ms. Kooiman indicated the entrance at Vista del Sol is in poor condition.
- Ms. Mihailovschi indicated the service has improved, but there is still a problem with weeds.
- BrightView continues to respond to the punchlist.

## **EIGHTH ORDER OF BUSINESS**

### **Continuing Business (Recording Time Stamp 0:27:08)**

- A. Encroachment Issues – Swings in CDD Tree (Recording Time Stamp 0:27:08)**
  - The swings were removed.
  - If this happens again, the CDD will remove the swings.



**B. Consideration of Motion to Designate a Rally Meeting Point Should Primrose School Evacuate Due to an Emergency (Recording Time Stamp 0:28:14)**

- This was addressed at the last meeting, and the Board concurred to have the clubhouse serve as a meeting point during an evacuation of Primrose School.

Ms. Kooiman MOVED to have the clubhouse serve as an emergency evacuation meeting point for the Primrose School, if necessary; and Mr. Popowitz seconded the motion.

- They will gather outside the clubhouse, but inside during inclement weather. The pool will be closed and the athletic areas will be off limits.
- No formal agreement from the attorney is necessary.
- Mr. Miller will send Ms. Wald the correspondence from the school in this regard.

On MOTION by Ms. Kooiman seconded by Mr. Popowitz, with all in favor, the prior motion was amended to approve the clubhouse for emergency shelter for the Primrose School subject to the attorney's review and approval.

**NINTH ORDER OF BUSINESS**

**Staff Reports (Recording Time Stamp 0:31:50)**

**A. Attorney (Recording Time Stamp 0:31:50)**

**i. Consideration and Approval of Agreement for Amendment of Notation on Plat (Recording Time Stamp 0:31:50)**

- Since Monterra CDD owns the roads, this plat must be approved.
- The City of Cooper City already approved this agreement.

On MOTION by Mr. Popowitz, seconded by Ms. Kooiman, with all in favor, the Agreement for Amendment of Notation on Plat was approved.

**B. Engineer (Recording Time Stamp 0:33:54)**

**i. "Invitation to Bid" for Lake Bank Restoration (Recording Time Stamp 0:33:59)**

- The ad was published last week. Four inquiries were received.
- Mr. Miller discussed the interested firms.
- There will be a pre-bid meeting on Monday.

- Bids will be open on March 23, 2020.
- A decision will be made at the April meeting.
- There were no matrix criteria, but the Board will still have to go with the lowest responsive bid.
- There should be a full Board present at the April CDD Meeting.

Ms. Kooiman discussed the Estada columns.

- Mr. Miller will investigate a solution. The columns need to be made straighter. This will be discussed at the same time as the budget at the upcoming workshop.

**C. Clubhouse – Items for Approval (Recording Time Stamp 0:41:03)**

**i. Estada Plants Fill-Ins (Recording Time Stamp 0:41:07)**

**ii. Tarama Plants Fill-Ins (Recording Time Stamp 0:41:07)**

- Ms. Kooiman is not in favor of any of the bids, as they are too high.
- Mr. Popowitz believes the Board should focus on the BrightView bids, as they are the least expensive.
- Ms. Mihailovschi suggested different plants.
- Irrigation may be an issue with the plants dying.

Mr. Popowitz MOVED to approve the bids from BrightView for the Estada plants fill-ins in the amount of \$5,076.82, and Tarama plants fill-ins in the amount of \$7,090.98; and Mr. Lowe seconded the motion.

There being no further discussion,

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

- Ms. Mihailovschi discussed tutoring at the clubhouse. Restriction of tutors can be addressed at the next meeting, and the Board can make a rule in this regard. The tutor may be considered a guest of the resident. Nothing will be done at this time, unless the situation becomes worse.

**D. District Manager (Recording Time Stamp 1:00:50)****i. Consideration of Website Compliance Proposals (Recording Time Stamp 1:00:54)**

- Mr. Miller determined there are 4,026 pages within the website. Campus Suite planned to covert 1,500 pages and every page beyond that at an additional cost. They ran a test today and indicated there are only 3,261 pages.
- Two years of agendas may be kept.
- Mr. Miller recommends no longer listing the minutes separately, as they are already listed as part of the agenda. Ms. Wald indicated all documents related to the agenda must be included.

On MOTION by Mr. Popowitz, seconded by Ms. Kooiman, with all in favor, selection of Campus Suite as the District's ADA-compliance website provider, was approved.

**ii. Consideration of a Budget Workshop (Recording Time Stamp 1:11:48)**

- There will be a preliminary presentation of the budget during the April meeting. The budget should be approved during the May meeting. Formal adoption shall take place during the August meeting.
- The budget workshop shall take place on Thursday, March 19, 2020 at 5:00 p.m.

**iii. Security Cameras (Recording Time Stamp 1:14:27)**

- A camera which can read license plates is set up.
- The price is \$2,700 per month.
- It records full time.
- The camera company will call BSO if they see any suspicious activity on the camera.
- Ms. Kooiman believes there should be cameras at two of the tot lots, as there have been break-ins in these areas.
- Mr. Popowitz suggested just purchasing the camera and doing the monitoring with the company.
- Ms. Kooiman suggested having the rovers become more involved.
- Mr. Lowe suggested the vendor teleconference at the next meeting and do a presentation.

**iv. FPL – EFM Report of the Community Survey (Recording Time Stamp 1:23:45)**

- FPL did an investigation of certain areas in the District. However, they are not going to communicate whether there are any issues.
- The information released from the resident at a previous meeting was from 2005.
- A safe level of radiation is in question.
- Mr. Popowitz believes this is a resident's issue with FPL.

**v. Ratification of District Manager Expenditures (Recording Time Stamp 1:30:06)**

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, District Manager expenditures for January and February 2020 were ratified.

**A. Attorney (Continued) (Recording Time Stamp 1:30:54)**

**i. Consideration and Approval of Agreement for Amendment of Notation on Plat (Continued) (Recording Time Stamp 1:30:58)**

- There is a Declaration of Restrictive Covenants which will have to be amended, with the same notation as the one on the plat note. A motion was requested.

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, the Amendment to the Declaration of Restrictive Covenants to match the Agreement for Amendment of Notation on Plat was approved, and the Chairman was authorized to execute said agreement.

**TENTH ORDER OF BUSINESS**

**Supervisors' Requests (Recording Time Stamp 1:31:52)**

**A. Discussion by Mr. Ciechanowiecki Regarding the Contract with M&J Ecological, LLC (Recording Time Stamp 1:32:15)**

- Mr. Miller commented in Mr. Ciechanowiecki's absence that this contract is too costly.
- The Board may terminate the agreement.
- The mating season for iguanas is during the summer.
- The Board was satisfied with their services, but do not require them at this time.

On MOTION by Ms. Kooiman, seconded by Mr. Popowitz, with all in favor, termination of the agreement with M&J Ecological, LLC, was approved.

- Ms. Kooiman commented the Security Services Agreement involves the HOA. Ms. Wald indicated this agreement was prepared by Kent Security.

**ELEVENTH ORDER OF BUSINESS**

**Adjournment (Recording Time Stamp  
1:36:09)**

There being no further business,

On MOTION by Mr. Lowe, with all in favor, the meeting was adjourned at approximately 7:37 p.m.

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George Miller  
Secretary

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Ricardo Lowe  
Chairman

## **Fourth Order of Business**

**Monterra  
Community Development District**

*Financial Report*

*February 29, 2020*

Prepared by:



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**Monterra  
Community Development District**

**Financial Statements**

**(Unaudited)**

**February 29, 2020**

**Balance Sheet**  
February 29, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>SERIES 2005A DEBT SERVICE FUND</b>	<b>SERIES 2015 DEBT SERVICE FUND</b>	<b>TOTAL</b>
<b><u>ASSETS</u></b>				
Cash - Checking Account	\$ 434,744	\$ -	\$ -	\$ 434,744
Cash On Hand/Petty Cash	500	-	-	500
Accounts Receivable	2,239	-	-	2,239
Due From Other Funds	-	-	21,923	21,923
Investments:				
SBA Account	2,243,826	-	-	2,243,826
SBA Account Reserves	363,871	-	-	363,871
Interest Account	-	-	100	100
Interest Account A	-	49	-	49
Prepayment Account	-	3,134	-	3,134
Prepayment Account A	-	68	-	68
Principal	-	-	264	264
Redemption Fund	-	-	12,064	12,064
Reserve Fund	-	-	254,759	254,759
Reserve Fund A	-	8	-	8
Revenue Fund	-	-	966,963	966,963
Revenue Fund A	-	382	-	382
Sinking fund	-	9	-	9
Sinking Fund A	-	38	-	38
Prepaid Items	2,400	-	-	2,400
Deposits	16,305	-	-	16,305
<b>TOTAL ASSETS</b>	<b>\$ 3,063,885</b>	<b>\$ 3,688</b>	<b>\$ 1,256,073</b>	<b>\$ 4,323,646</b>
<b><u>LIABILITIES</u></b>				
Accounts Payable	\$ -	\$ -	\$ -	\$ -
Accrued Expenses	111,683	-	-	111,683
Retainage Payable	3,476	-	-	3,476
Due To Other Funds	21,923	-	-	21,923
<b>TOTAL LIABILITIES</b>	<b>137,082</b>	<b>-</b>	<b>-</b>	<b>137,082</b>

**Balance Sheet**  
February 29, 2020

<b>ACCOUNT DESCRIPTION</b>	<b>GENERAL FUND</b>	<b>SERIES 2005A DEBT SERVICE FUND</b>	<b>SERIES 2015 DEBT SERVICE FUND</b>	<b>TOTAL</b>
<b><u>FUND BALANCES</u></b>				
<b>Nonspendable:</b>				
Prepaid Items	2,400	-	-	2,400
<b>Restricted for:</b>				
Debt Service	-	3,688	1,256,073	1,259,761
<b>Assigned to:</b>				
Operating Reserves	573,736	-	-	573,736
Reserves - Clubhouse	80,654	-	-	80,654
Reserves-Gates/Guardhouses	53,000	-	-	53,000
Reserves - Hurricane	53,000	-	-	53,000
Reserves - Irrigation System	53,000	-	-	53,000
Reserves - Landscape	53,000	-	-	53,000
Reserve - Lighting	26,500	-	-	26,500
Reserves - Pools	53,000	-	-	53,000
Reserves - Roads and Sidewalks	106,000	-	-	106,000
Reserve - Security Features	53,000	-	-	53,000
Reserve - Wall & Fence Perimeter	10,144	-	-	10,144
<b>Unassigned:</b>	1,809,369	-	-	1,809,369
<b>TOTAL FUND BALANCES</b>	<b>\$ 2,926,803</b>	<b>\$ 3,688</b>	<b>\$ 1,256,073</b>	<b>\$ 4,186,564</b>
<b>TOTAL LIABILITIES &amp; FUND BALANCES</b>	<b>\$ 3,063,885</b>	<b>\$ 3,688</b>	<b>\$ 1,256,073</b>	<b>\$ 4,323,646</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds (1)	Total Projected Amount (2)	Variance To Budget Fav (UnFav) (3)	Total Projected As a % of Budget (4)
<b>REVENUES</b>						
<b>TOTAL REVENUES</b>	<b>\$2,548,469</b>	<b>\$2,454,610</b>	<b>155,748</b>	<b>\$2,610,358</b>	<b>\$61,889</b>	<b>102.4%</b>
<b>EXPENDITURES</b>						
Administrative	126,221	68,908	5,717	74,625	51,596	59.1%
Property management and security	529,194	221,286	308,244	529,530	(336)	100.1%
Maintenance: Gate/Fence	45,000	20,638	8,810	29,448	15,552	65.4%
Maintenance: Lakes	211,476	54,721	59,738	114,459	97,017	54.1%
Maintenance: Landscape/Hardscape	881,750	385,075	465,816	850,891	30,859	96.5%
Maintenance: Pool	26,700	10,818	11,725	22,543	4,157	84.4%
Maintenance: Other	207,054	62,947	41,853	104,800	102,254	50.6%
Utilities	236,090	88,796	2,794	91,590	144,500	38.8%
Other Expenses	67,260	23,009	1,223	24,232	43,028	36.0%
Contingency	217,724	-	79,182	79,182	138,542	36.4%
<b>TOTAL EXPENDITURES</b>	<b>2,548,469</b>	<b>936,198</b>	<b>985,103</b>	<b>1,921,301</b>	<b>627,168</b>	<b>75.4%</b>
Excess (deficiency) of revenues Over (under) expenditures	-	1,518,412	(829,355)	689,057	689,057	
Net change in fund balance	-	1,518,412	(829,355)	689,057	689,057	
<b>FUND BALANCE, BEGINNING (10/1/2019)</b>	<b>1,408,391</b>	<b>1,408,391</b>	<b>-</b>	<b>1,408,391</b>	<b>-</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$1,408,391</b>	<b>\$2,926,803</b>	<b>(\$829,355)</b>	<b>\$2,097,448</b>	<b>\$689,057</b>	

**Notes**

- 1.) Committed Funds are balances from signed contracts which have not been paid yet.
- 2.) Total Projected amounts are the anticipated year-end balances for each category.
- 3.) Compares the total projected amounts to the adopted budget. Favorable variances are positive; Unfavorable variances are negative.
- 4.) 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 February 29, 2020

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
<b>REVENUES</b>						
Interest - Investments	\$ -	\$ 10,618	\$ -	\$ 10,618	\$ 10,618	0.0%
Hurricane Irma FEMA Refund	-	40,513	-	40,513	40,513	0.0%
Interest - Tax Collector	-	1,971	-	1,971	1,971	0.0%
Rental Income	-	600	-	600	600	0.0%
Non Resident Fee	-	900	-	900	900	0.0%
Membership Cards	-	495	-	495	495	0.0%
Special Assmnts- Tax Collector	2,548,469	2,392,721	155,748	2,548,469	-	100.0%
Gate repair refunds	-	300	-	300	300	0.0%
Decal headlamp/windshield	-	6,325	-	6,325	6,325	0.0%
Other Miscellaneous Revenues	-	167	-	167	167	0.0%
<b>TOTAL REVENUES</b>	<b>2,548,469</b>	<b>2,454,610</b>	<b>155,748</b>	<b>2,610,358</b>	<b>61,889</b>	<b>102.4%</b>
<b>EXPENDITURES</b>						
<b>Administrative</b>						
P/R-Board of Supervisors	2,800	-	-	-	2,800	0.0%
FICA Taxes	214	-	-	-	214	0.0%
ProfServ-Arbitrage Rebate	1,800	600	-	600	1,200	33.3%
ProfServ-Dissemination Agent	1,800	-	-	-	1,800	0.0%
ProfServ-Engineering	20,000	14,052	-	14,052	5,948	70.3%
ProfServ-Property Appraiser	2,216	2,216	-	2,216	-	100.0%
ProfServ-Trustee Fees	7,000	7,872	-	7,872	(872)	112.5%
Attorney Fees	40,000	7,375	-	7,375	32,625	18.4%
ProfServ-Web Site Maintenance	1,400	2,134	5,717	7,851	(6,451)	560.8%
Auditing Services	4,000	4,000	-	4,000	-	100.0%
Postage and Freight	1,600	84	-	84	1,516	5.3%
Rentals & Leases	2,400	-	-	-	2,400	0.0%
Insurance - Property	27,999	29,726	-	29,726	(1,727)	106.2%
Insurance	7,242	-	-	-	7,242	0.0%
Printing and Binding	1,000	277	-	277	723	27.7%
Legal Advertising	3,000	168	-	168	2,832	5.6%
Other Current Charges	750	229	-	229	521	30.5%
Office Supplies	350	-	-	-	350	0.0%
Dues, Licenses, Subscriptions	650	175	-	175	475	26.9%
<b>Total Administrative</b>	<b>126,221</b>	<b>68,908</b>	<b>5,717</b>	<b>74,625</b>	<b>51,596</b>	<b>59.1%</b>

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
<b><u>Property management and security</u></b>						
ProfServ-Mgmt Consulting Serv	53,045	22,102	30,944	53,046	(1)	100.0%
Onsite Maintenance	51,999	21,666	30,076	51,742	257	99.5%
Onsite Property Manager	26,697	11,124	15,038	26,162	535	98.0%
Attendant	112,845	47,019	66,167	113,186	(341)	100.3%
Security	284,608	119,375	166,019	285,394	(786)	100.3%
<b>Total Property management and security</b>	<b>529,194</b>	<b>221,286</b>	<b>308,244</b>	<b>529,530</b>	<b>(336)</b>	<b>100.1%</b>
<b><u>Maintenance: Gate/Fence</u></b>						
R&M-Fence	7,500	4,185	-	4,185	3,315	55.8%
R&M-Gate	22,000	16,572	8,810	25,382	(3,382)	115.4%
R&M-Access&Surveillance Systems	12,000	(119)	-	(119)	12,119	-1.0%
Gate Transponders	3,500	-	-	-	3,500	0.0%
<b>Total Maintenance: Gate/Fence</b>	<b>45,000</b>	<b>20,638</b>	<b>8,810</b>	<b>29,448</b>	<b>15,552</b>	<b>65.4%</b>
<b><u>Maintenance: Lakes</u></b>						
R&M-Pump Station	24,000	17,151	9,765	26,916	(2,916)	112.2%
Lake & Wetlands Maintenance	91,306	24,170	31,213	55,383	35,923	60.7%
Pest Control-Midge Lake Banks	39,180	13,400	18,760	32,160	7,020	82.1%
Pest Control-Midge Lakes	20,000	-	-	-	20,000	0.0%
Mitigation Maintenance	19,800	-	-	-	19,800	0.0%
Mitigation Reporting	1,500	-	-	-	1,500	0.0%
Misc-Contingency	7,890	-	-	-	7,890	0.0%
Pump Station Reserve	7,800	-	-	-	7,800	0.0%
<b>Total Maintenance: Lakes</b>	<b>211,476</b>	<b>54,721</b>	<b>59,738</b>	<b>114,459</b>	<b>97,017</b>	<b>54.1%</b>
<b><u>Maintenance: Landscape/Hardscape</u></b>						
Landscape Contract Administration	12,000	-	-	-	12,000	0.0%
R&M-Mulch	43,500	50,467	-	50,467	(6,967)	116.0%
R&M-Pest Control	100,854	58,795	88,286	147,081	(46,227)	145.8%
R&M-Trees and Trimming	39,500	478	30,586	31,064	8,436	78.6%
Royal Palm Treatment	3,868	1,612	-	1,612	2,256	41.7%
R&M-Pressure Washing	61,980	25,825	36,155	61,980	-	100.0%
Rust Control	9,600	4,000	5,600	9,600	-	100.0%
Landscape Maintenance	417,968	173,880	243,814	417,694	274	99.9%
Landscape Replacement	77,382	24,799	12,154	36,953	40,429	47.8%
Landscape Replacement-Annuaals	10,738	2,852	7,886	10,738	-	100.0%
Irrigation Maintenance	70,860	29,525	41,335	70,860	-	100.0%

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
Irrigation Repairs & Replacem.	33,500	12,842	-	12,842	20,658	38.3%
<b>Total Maintenance: Landscape/Hardscape</b>	<b>881,750</b>	<b>385,075</b>	<b>465,816</b>	<b>850,891</b>	<b>30,859</b>	<b>96.5%</b>
<b><u>Maintenance: Pool</u></b>						
Payroll-Pool Monitors	4,800	-	-	-	4,800	0.0%
R&M-Pools	20,400	10,818	11,725	22,543	(2,143)	110.5%
Pool Furniture	1,000	-	-	-	1,000	0.0%
Pool Permits	500	-	-	-	500	0.0%
<b>Total Maintenance: Pool</b>	<b>26,700</b>	<b>10,818</b>	<b>11,725</b>	<b>22,543</b>	<b>4,157</b>	<b>84.4%</b>
<b><u>Maintenance: Other</u></b>						
Gym Equipment Maintenance	7,000	1,851	1,225	3,076	3,924	43.9%
R&M-General	55,000	20,888	-	20,888	34,112	38.0%
R&M-Storm Drain Cleaning	64,000	-	-	-	64,000	0.0%
Janitorial Maintenance	66,254	27,606	38,948	66,554	(300)	100.5%
R&M - Water Feature	3,300	6,575	-	6,575	(3,275)	199.2%
IT Maintenance	3,000	1,050	-	1,050	1,950	35.0%
A/C Maintenance	3,500	4,977	1,680	6,657	(3,157)	190.2%
Tot Lot Maintenance	5,000	-	-	-	5,000	0.0%
<b>Total Maintenance: Other</b>	<b>207,054</b>	<b>62,947</b>	<b>41,853</b>	<b>104,800</b>	<b>102,254</b>	<b>50.6%</b>
<b><u>Utilities</u></b>						
Communication - Telephone	19,500	8,620	-	8,620	10,880	44.2%
Electricity - Entrance	13,500	3,611	-	3,611	9,889	26.7%
Electricity - Pump Station	57,000	20,019	-	20,019	36,981	35.1%
Electricity - Streetlighting	109,000	43,253	-	43,253	65,747	39.7%
Utility - Water	9,000	1,898	-	1,898	7,102	21.1%
Utility - Refuse Removal	4,790	2,258	2,794	5,052	(262)	105.5%
Electric - Monuments	300	130	-	130	170	43.3%
Electricity	23,000	9,007	-	9,007	13,993	39.2%
<b>Total Utilities</b>	<b>236,090</b>	<b>88,796</b>	<b>2,794</b>	<b>91,590</b>	<b>144,500</b>	<b>38.8%</b>
<b><u>Other Expenses</u></b>						
Fire Alarm Monitoring	1,050	520	-	520	530	49.5%
Contracts-Fire Exting. Insp.	105	-	-	-	105	0.0%
Lease - Copier	2,700	1,124	-	1,124	1,576	41.6%
Golf Cart	250	-	150	150	100	60.2%
Backflow Assembly Testing	170	-	-	-	170	0.0%
Gym Wipes	3,000	1,140	-	1,140	1,860	38.0%

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	Annual Adopted Budget	Year to date Actual	Committed Funds	Total Projected Amount	Variance To Budget Fav (UnFav)	Total Projected As a % of Budget
Misc-Holiday Lighting	8,650	8,650	-	8,650	-	100.0%
Misc-Special Events	3,000	399	-	399	2,601	13.3%
Misc-Licenses & Permits	835	947	-	947	(112)	113.4%
Entry System-Key Fob	1,500	1,139	-	1,139	361	75.9%
Office Supplies	20,000	1,563	1,073	2,636	17,364	13.2%
Janitorial Supplies	2,500	-	-	-	2,500	0.0%
Op Supplies - Clubhouse	500	-	-	-	500	0.0%
Food and Beverage	9,500	4,840	-	4,840	4,660	50.9%
Cleaning Supplies	5,500	2,227	-	2,227	3,273	40.5%
Water Cooler	3,000	460	-	460	2,540	15.3%
Electrical Supplies	3,000	-	-	-	3,000	0.0%
Reserve - Equipment	2,000	-	-	-	2,000	0.0%
<b>Total Other Expenses</b>	<b>67,260</b>	<b>23,009</b>	<b>1,223</b>	<b>24,232</b>	<b>43,028</b>	<b>36.0%</b>
<b>Contingency</b>						
Misc-Contingency	139,376	-	69,668	69,668	69,708	50.0%
Capital Reserve	78,348	-	9,514	9,514	68,834	12.1%
<b>Total Contingency</b>	<b>217,724</b>	<b>-</b>	<b>79,182</b>	<b>79,182</b>	<b>138,542</b>	<b>36.4%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,548,469</b>	<b>936,198</b>	<b>985,103</b>	<b>1,921,301</b>	<b>627,168</b>	<b>75.4%</b>
Excess (deficiency) of revenues						
Over (under) expenditures	-	1,518,412	(829,355)	689,057	689,057	
Net change in fund balance	-	1,518,412	(829,355)	689,057	689,057	
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>1,408,391</b>	<b>1,408,391</b>	<b>-</b>	<b>1,408,391</b>	<b>-</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 1,408,391</b>	<b>\$ 2,926,803</b>	<b>(\$829,355)</b>	<b>\$2,097,448</b>	<b>\$689,057</b>	



**Monterra  
Community Development District**

**Debt Service**

**February 29, 2020**

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ -	\$ 117	\$ 117
Special Assmnts- CDD Collected	383,250	-	-	-
<b>TOTAL REVENUES</b>	<b>383,250</b>	<b>-</b>	<b>117</b>	<b>117</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Debt Service</u></b>				
Principal Debt Retirement	155,000	-	-	-
Interest Expense	228,250	114,125	114,125	-
<b>Total Debt Service</b>	<b>383,250</b>	<b>114,125</b>	<b>114,125</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>383,250</b>	<b>114,125</b>	<b>114,125</b>	<b>-</b>
Excess (deficiency) of revenues Over (under) expenditures	-	(114,125)	(114,008)	117
Net change in fund balance	\$ -	\$ (114,125)	\$ (114,008)	\$ 117
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>117,696</b>	<b>117,696</b>	<b>117,696</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 117,696</b>	<b>\$ 3,571</b>	<b>\$ 3,688</b>	

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

ACCOUNT DESCRIPTION	ANNUAL ADOPTED BUDGET	YEAR TO DATE BUDGET	YEAR TO DATE ACTUAL	VARIANCE (\$) FAV(UNFAV)
<b><u>REVENUES</u></b>				
Interest - Investments	\$ -	\$ -	\$ 2,729	\$ 2,729
Special Assmnts- Tax Collector	1,075,066	1,004,428	945,516	(58,912)
Special Assmnts- Discounts	(43,003)	(40,067)	-	40,067
<b>TOTAL REVENUES</b>	<b>1,032,063</b>	<b>964,361</b>	<b>948,245</b>	<b>(16,116)</b>
<b><u>EXPENDITURES</u></b>				
<b><u>Financial and Administrative</u></b>				
Misc-Assessmnt Collection Cost	21,501	20,032	-	20,032
<b>Total Financial and Administrative</b>	<b>21,501</b>	<b>20,032</b>	<b>-</b>	<b>20,032</b>
<b><u>Debt Service</u></b>				
Principal Debt Retirement	605,000	-	-	-
Interest Expense	412,013	206,007	206,006	1
<b>Total Debt Service</b>	<b>1,017,013</b>	<b>206,007</b>	<b>206,006</b>	<b>1</b>
<b>TOTAL EXPENDITURES</b>	<b>1,038,514</b>	<b>226,039</b>	<b>206,006</b>	<b>20,033</b>
Excess (deficiency) of revenues				
Over (under) expenditures	(6,451)	738,322	742,239	3,917
<b><u>OTHER FINANCING SOURCES (USES)</u></b>				
Contribution to (Use of) Fund Balance	(6,451)	-	-	-
<b>TOTAL FINANCING SOURCES (USES)</b>	<b>(6,451)</b>	<b>-</b>	<b>-</b>	<b>-</b>
Net change in fund balance	\$ (6,451)	\$ 738,322	\$ 742,239	\$ 3,917
<b>FUND BALANCE, BEGINNING (OCT 1, 2019)</b>	<b>513,834</b>	<b>513,834</b>	<b>513,834</b>	
<b>FUND BALANCE, ENDING</b>	<b>\$ 507,383</b>	<b>\$ 1,252,156</b>	<b>\$ 1,256,073</b>	

**Monterra  
Community Development District**

**Supporting Schedules**

**February 29, 2020**

**Non-Ad Valorem Special Assessments**  
**Broward County Tax Collector - Collection Report**  
For the Fiscal Year Ending September 30, 2020

**TOTAL - ALL PRODUCT TYPES**

Date	Description	Gross Amount (1)	(Discounts)/ Penalties	(Collection Cost)	Net Amount Received (2)
<b>ASSESSMENTS LEVIED FY 2020</b>		\$ 3,786,204			\$ 3,559,031
Allocation %		100%			100%
11/21/2019	11/1 - 11/13/19	373,038	(15,106)	(6,961)	350,971
12/9/2019	11/1 - 11/30/19	2,684,160	(107,366)	(51,309)	2,525,486
12/13/2019	12/01 - 12/06/19	120,285	(4,539)	(2,220)	113,526
12/27/2019	12/07 - 12/20/19	203,617	(7,464)	(1,717)	194,436
1/15/2020	12/01 - 12/31/19	80,741	(2,422)	(1,566)	76,752
2/14/2020	01/01 - 01/31/20	80,363	(1,723)	(1,573)	77,067
<b>TOTAL</b>		\$ 3,542,203	\$ (138,620)	\$ (65,346)	\$ 3,338,237
% Collected		93.6%			93.8%
<b>TOTAL OUTSTANDING</b>		\$ 244,001			\$ 220,793

Allocation by Fund		
General Fund	Series 2005 DS	Series 2015 DS
\$ 2,548,469	\$ -	\$ 1,010,561
71.61%	0.00%	28.39%
244,306	-	106,664
1,795,321	-	730,164
73,764	-	39,761
169,901	-	24,535
54,284	-	22,468
55,145	-	21,923
<b>\$ 2,392,721</b>	<b>\$ -</b>	<b>\$ 945,516</b>
93.9%	0.0%	93.6%
<b>\$ 155,748</b>	<b>\$ -</b>	<b>\$ 65,045</b>

- (1) Amount Levied As Certified on Tax Collector Recap DR-502 from Broward.Org website.  
(2) Levied amount less 6% for early payment discount (4%) and Broward County collection fees (2%)

**TOTAL - BREAKDOWN BY PRODUCT TYPE**

Product Code	Product Description	Amount Levied	Net Amount Levied	Net Amount Received	Net Amount Outstanding
MR	MultiFamily - 2F	125,194	117,682	117,782	-100
MS	Townhome - 2F	246,033	231,271	230,243	1,028
MT	SF 34'	230,903	217,049	211,178	5,871
MU	SF 34' -La Costa	118,691	111,570	108,788	2,782
MV	SF 50'	1,232,782	1,158,815	1,077,988	80,827
MW	SF 50'- Bella Terra	238,015	223,734	216,849	6,885
MX	SF 65'	814,017	765,176	668,002	97,174
MY	SF 65' Estada	392,899	369,325	351,152	18,173
MZ	Townhome - 2H	245,695	230,953	219,959	10,994
MN	Commercial	141,976	133,457	136,297	-2,840
<b>TOTAL</b>		\$ 3,786,204	\$ 3,559,032	\$ 3,338,237	\$ 220,795

**Non-Ad Valorem Special Assessments - CDD Collected**  
**(Monthly Collection Distributions)**  
For the Fiscal Year Ending September 30, 2020

						Allocation by Fund		
Date	Description	Gross Amount	(Discounts)/ Penalties	(Collection Cost)	Net Amount Received	General Fund	Series 2005 DS	Series 2015 DS
	<b>ASSESSMENTS LEVIED FY 2020</b>	\$ 383,250			\$ 383,250	\$ -	\$ 383,250	\$ -
	Allocation %							
<b>TOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
						0%	0%	0%
	<b>TOTAL OUTSTANDING</b>				\$ 383,250	\$ -	\$ 383,250	\$ -

**Statement of Revenues, Expenditures and Changes in Fund Balances**  
For the Period Ending February 29, 2020

Account Description	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	YTD Total
<b>Total Revenues</b>	<b>3,732</b>	<b>253,042</b>	<b>2,075,298</b>	<b>62,038</b>	<b>60,498</b>	<b>2,454,610</b>
<b><u>Expenditures</u></b>						
Administrative	3,019	34,180	5,982	2,264	23,462	68,907
Property management and security	43,651	44,450	44,325	44,548	44,311	221,285
Maintenance: Gate/Fence	4,519	1,339	5,844	2,377	6,559	20,638
Maintenance: Lakes	10,841	9,783	13,503	13,641	6,954	54,722
Maintenance: Landscape/Hardscape	56,671	78,554	118,090	67,018	64,742	385,075
Maintenance: Pool	1,400	1,400	1,582	1,400	5,036	10,818
Maintenance: Other	15,564	6,479	15,033	15,999	9,871	62,946
Utilities	13,853	23,629	16,776	18,094	16,445	88,797
Other Expenses	1,412	3,659	11,330	3,794	2,812	23,007
Contingency	-	-	-	-	-	-
<b>Total Expenditures</b>	<b>150,930</b>	<b>203,473</b>	<b>232,465</b>	<b>169,135</b>	<b>180,192</b>	<b>936,198</b>
Excess (deficiency) of revenues						
Over (under) expenditures	<b>(147,198)</b>	<b>49,569</b>	<b>1,842,833</b>	<b>(107,097)</b>	<b>(119,694)</b>	<b>1,518,412</b>

**Cash and Investment Report**  
*February 29, 2020*

<u>Investment Type</u>	<u>Bank Name</u>	<u>Maturity</u>	<u>Yield</u>	<u>Balance</u>
<b><u>General Fund</u></b>				
Checking Account - Operating	Suntrust	N/A	0.00%	\$ 434,744
SBA Excess Funds #2511	Florida Prime	N/A	2.56%	2,243,826
SBA Capital Reserve #2400	Florida Prime	N/A	2.56%	363,871
			<b>Subtotal SBA</b>	<u>2,607,697</u>
			<b>GF Subtotal</b>	<u>3,042,441</u>
 <b><u>Debit Service</u></b>				
<b><u>Fund 201</u></b>				
2005A SERIES REVENUE ACCOUNT	Wells Fargo	N/A	0.16%	382
2005A SERIES INTEREST ACCOUNT	Wells Fargo	N/A	0.17%	49
2005A SERIES SINKING FUND	Wells Fargo	N/A	0.19%	47
2005A SERIES RESERVE ACCOUNT	Wells Fargo	N/A	0.13%	8
2005A SERIES PREPAYMENT ACCOUNT	Wells Fargo	N/A	0.16%	3,202
			<b>Total Fund 201</b>	<u>3,688</u>
 <b><u>Fund 202</u></b>				
2015 SERIES REVENUE ACCOUNT	Wells Fargo	N/A	0.16%	966,963
2015 SERIES PRINCIPAL ACCOUNT	Wells Fargo	N/A	0.16%	264
2015 SERIES INTEREST ACCOUNT	Wells Fargo	N/A	0.16%	100
2015 SERIES RESERVE FUND	Wells Fargo	N/A	0.16%	254,759
2015 SERIES REDEMPTION ACCOUNT	Wells Fargo	N/A	0.16%	12,064
			<b>Total Fund 202</b>	<u>1,234,150</u>
			<b>DS Subtotal</b>	<u>1,237,838</u>
			<b>Grand Total</b>	<u><u>\$ 4,280,279</u></u>



**Accrued Expenses**

*February 29, 2020*

<u>Vendor</u>	<u>Service Period</u>	<u>Description</u>	<u>Amount</u>
ALM Media Inc	Feb	Legal Advertising	\$ 168
ASAP Gate Plus	Feb	Gate / Fence Repair	350
AT&I Systems	Feb	Gate Repair	541
Brightview Landscaping	Jan	Landscape Replacement	2,550
Brightview Landscaping	Feb	Monthly Maintenance	34,776
City of Cooper City	Feb	Water	404
FPL	Feb	Electric - Various	14,297
Gym Doc Fitness Repair	Feb	Gym Maintenance	175
Innersync	Feb	Website Compliance	1,512
Kent Security	Feb	Monthly Security	24,047
Magical Displays	Dec	Christmas Lighting Balance	4,325
Miller, Legg & Associates	Feb	Engineering Services	4,322
Office Depot	Feb	Office Supplies	274
People's Choice	Feb	Pressure Cleaning	5,165
Tropical Plant and Pest Svcs	Feb	Pest Control and Fertilization Svcs	13,693
Ultimate Water	Feb	Coffee Supplies	711
Wells Fargo	Feb	Trustee Fees	4,372
<b>Grand Total</b>			<b><u>\$ 111,683</u></b>

# MONTERRA COMMUNITY DEVELOPMENT DISTRICT

## Payment Register by Fund For the Period from 2/1/2020 to 2/29/2020 (Sorted by Payee)

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
<b>GENERAL FUND - 001</b>								
001	7356	02/07/20	5 STAR POOLS INC	46159	FEBRUARY POOL MAINTENANCE	2019-2020	546074-53965	\$1,400.00
001	7356	02/07/20	5 STAR POOLS INC	46158	MONTHLY FOUNTAIN SERVICE	2019-2020	546191-53970	\$275.00
001	7371	02/19/20	5 STAR POOLS INC	46396	REPAIR PAD RETURN & FRESH WATER LINE	2019-2020	546074-53965	\$433.00
001	7383	02/28/20	5 STAR POOLS INC	45678	JANUARY FOUNTAIN SERVICE	2019-2020	546191-53970	\$275.00
001	7383	02/28/20	5 STAR POOLS INC	45679	JAN POOL MAINT	2019-2020	546074-53965	\$1,400.00
001	7383	02/28/20	5 STAR POOLS INC	45680	STABILIZER BI-ANNUALLY	2019-2020	546074-53965	\$200.00
001	7344	02/04/20	ASAP GATE PLUS, LLC	20112793	ESTADA #4 & #10 GATE REPAIR	2019-2020	546025-53950	\$258.00
001	7344	02/04/20	ASAP GATE PLUS, LLC	20112793	ESTADA #4 & #10 GATE REPAIR	2019-2020	546034-53950	\$172.00
001	7358	02/07/20	ASAP GATE PLUS, LLC	20203577	INSTALL NEW LOCK GATE #3	2019-2020	546025-53950	\$684.72
001	7368	02/14/20	ASAP GATE PLUS, LLC	20203548	DOG PARK PERIMETER FENCE REPAIRS	2019-2020	546025-53950	\$517.00
001	7337	02/04/20	AT&I	23822	GATE PREVENTIVE MAINT FEB 20	2019-2020	546034-53950	\$340.00
001	7337	02/04/20	AT&I	WO-021953	VISTA DEL SOL READER REPAIR	2019-2020	546034-53950	\$95.00
001	7337	02/04/20	AT&I	WO-021996	GATE ARM/LED AND PINE ISLAND ARM REPAIR	2019-2020	546034-53950	\$415.00
001	7337	02/04/20	AT&I	WO-021489	REPAIR SHERIDAN EXIT ARM BRACKET	2019-2020	546034-53950	\$89.00
001	7354	02/07/20	AT&I	WO-022113	UNIVERSITY EXIT GATE REPAIR	2019-2020	546034-53950	\$90.00
001	7354	02/07/20	AT&I	23978	GATE LED LIGHT REPAIR - SHERIDAN ENT	2019-2020	546034-53950	\$90.00
001	7365	02/14/20	AT&I	WO-022172	SWING GATE REPAIR EXIT PINE ISLAND RD	2019-2020	546034-53950	\$90.00
001	7365	02/14/20	AT&I	WO-022203	REPLACED ENT READER @ PINE ISLAND	2019-2020	546034-53950	\$3,270.00
001	7365	02/14/20	AT&I	WO-022184	VISTA DEL SOL ENTRY ARM REPAIR	2019-2020	546034-53950	\$496.28
001	7343	02/04/20	Billing, Cochran, Lyles,	160300	GEN MATTERS THRU DEC 2020	Attorney Fees	531058-51302	\$2,100.00
001	7380	02/24/20	Billing, Cochran, Lyles,	155474	GEN MATTERS THRU MARCH 2019	Attorney Fees	531058-51302	\$1,950.00
001	7346	02/04/20	BRIGHTVIEW LANDSCAPING	6653074	JAN LANDSCAPE MAINTENANCE	Landscape Maintenance	546300-53960	\$695.40
001	7346	02/04/20	BRIGHTVIEW LANDSCAPING	6653074	JAN LANDSCAPE MAINTENANCE	Landscape Maintenance	546300-53960	\$15,996.96
001	7346	02/04/20	BRIGHTVIEW LANDSCAPING	6653074	JAN LANDSCAPE MAINTENANCE	Landscape Maintenance	546300-53960	\$4,868.64
001	7346	02/04/20	BRIGHTVIEW LANDSCAPING	6653074	JAN LANDSCAPE MAINTENANCE	Landscape Maintenance	546300-53960	\$13,215.00
001	7346	02/04/20	BRIGHTVIEW LANDSCAPING	6653074	JAN LANDSCAPE MAINTENANCE	Retainage Payable	205500	(\$3,477.29)
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6628280	INSTALL ANNUALS PINE ISLAND	Landscape Replacement-Annals	546339-53960	\$2,013.98
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6701047	REMOVAL OF 4 ROYAL PALMS PHASE 4	Landscape Replacement	546338-53960	\$1,960.00
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6701046	REMOVAL OF 3 ROYAL PALMS	Landscape Replacement	546338-53960	\$490.00
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6701046	REMOVAL OF 3 ROYAL PALMS	Landscape Replacement	546338-53960	\$980.00
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6697985	TREE TRIMMING 8286 NW 39 CT	R&M-Trees and Trimming	546099-53960	\$180.00
001	7361	02/07/20	BRIGHTVIEW LANDSCAPING	6679162	RE-STAKE FALLEN TREE PINE ISL MEDIAN	R&M-Trees and Trimming	546099-53960	\$298.00
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	546190-53970	\$1,250.00
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	534200-51320	\$4,333.25
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	546190-53970	\$392.25
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	546190-53970	\$1,046.00
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	534202-51320	\$9,403.75
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	546190-53970	\$2,832.92
001	7355	02/07/20	Castle Group	MGT-020120-161	FEBRUARY MANAGEMENT FEES	WO 1737-1737	534201-51320	\$2,224.75
001	7353	02/06/20	ESTATE MANAGEMENT SERVICES, INC	13726	FEB MONTHLY POND SERVICES	Lake & Wetlands Maintenance	546366-53955	\$4,459.00
001	7369	02/14/20	GRAU AND ASSOCIATES	19079	AUDIT FYE 2019	Auditing Services	532002-51302	\$4,000.00
001	7352	02/06/20	HIQ SERVICES CORP.	20-015	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$600.00
001	7352	02/06/20	HIQ SERVICES CORP.	20-015	PAVER REPAIR SERVICE	R&M-General	546001-53970	\$600.00

# **MONTERRA COMMUNITY DEVELOPMENT DISTRICT**

## **Payment Register by Fund** **For the Period from 2/1/2020 to 2/29/2020** **(Sorted by Payee)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	7375	02/19/20	HIQ SERVICES CORP.	20-026	LA COSTA PAVER REPAIR SERVICE	50% deposit	546001-53970	\$3,570.00
001	7382	02/28/20	INFRAMARK, LLC	49000	FEBRUARY MGMNT SERVICES	DOMAIN RENEWALS	531094-51302	\$120.17
001	7382	02/28/20	INFRAMARK, LLC	49000	FEBRUARY MGMNT SERVICES	ProfServ-Mgmt Consulting Serv	531027-51320	\$4,420.42
001	7382	02/28/20	INFRAMARK, LLC	49000	FEBRUARY MGMNT SERVICES	Printing and Binding	547001-51302	\$70.30
001	7367	02/14/20	KENT SECURITY OF PALM BEACH, INC.	20033714	JANUARY SECURITY SERVICE	Security	534203-51320	\$24,047.92
001	7381	02/24/20	LSJ CORP	53443	EXTERIOR SIGN REPAIR	R&M-General	546001-53970	\$170.00
001	7376	02/19/20	M&J ECOLOGICAL, LLC	MCDD05	1/15-2/15/2020 ANIMAL TRAPPING	R&M-Pest Control	546070-53960	\$4,279.00
001	7374	02/19/20	MILLER, LEGG & ASSOCIATES, INC	0600168-00152	2020 ANNUAL ENGINEER'S REPORT	ProfServ-Engineering	531013-51302	\$4,590.00
001	7374	02/19/20	MILLER, LEGG & ASSOCIATES, INC	0600168-00151	12/8-01/4/19 GEN ENGINEERING	ProfServ-Engineering	531013-51302	\$2,357.50
001	7362	02/12/20	OFFICE DEPOT	433925474001	CLEANER/LYSOL SPRAY/TOWELS/LINER	Cleaning Supplies	552077-53980	\$237.81
001	7370	02/19/20	OFFICE DEPOT	437349754001	GLOVES	Office Supplies	551002-53980	\$43.65
001	7370	02/19/20	OFFICE DEPOT	437349544001	CLEANING SUPPLIES	Cleaning Supplies	552077-53980	\$72.13
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Pump Station	543012-53975	\$563.13
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Streetlighting	543013-53975	\$1,307.51
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electric - Monuments	543054-53975	\$32.10
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,689.40
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Streetlighting	543013-53975	\$3,922.54
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Pump Station	543012-53975	\$1,501.69
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Streetlighting	543013-53975	\$3,486.70
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Entrance	543008-53975	\$912.76
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity	543075-53975	\$1,632.72
001	DD230	02/07/20	FPL - ACH	011819 ACH	12/18-01/18/20 ELEC ACH	Electricity - Streetlighting	543013-53975	\$28.25
001	DD225	02/10/20	City of Cooper City - ACH	012120 ACH	12/17- 1/20/20 WTR UTILITY ACH	Guardhouses water	543018-53975	\$404.40
001	DD231	02/12/20	COMCAST - ACH	012120-0131 ACH	01/30-02/29/20 SERVICE ACH	Communication - Telephone	541003-53975	\$183.37
001	DD232	02/12/20	COMCAST - ACH	012120-4707 ACH	FEBRUARY SERVICES	Communication - Telephone	541003-53975	\$157.37
001	DD226	02/17/20	COMCAST - ACH	012620-6934 ACH	02/6-3/5/20 SERVICE #8495752511016934	Communication - Telephone	541003-53975	\$311.01
001	DD227	02/17/20	COMCAST - ACH	016202-4432 ACH	02/6-3/5/20 SERVICE ACH	Communication - Telephone	541003-53975	\$148.35
001	DD229	02/17/20	XEROX FINANCIAL SERVICES LLC - ACH	1960579	1/21-2/20/20 COPIER LEASE	2019-2020	544008-53980	\$153.13
001	DD228	02/17/20	COMCAST - ACH	95694971	FEBRUARY SERVICE #906544502	Communication - Telephone	541003-53975	\$292.48
001	DD228	02/17/20	COMCAST - ACH	95694971	FEBRUARY SERVICE #906544502	Communication - Telephone	541003-53975	\$168.33
001	DD233	02/21/20	COMCAST - ACH	020220-6762 ACH	02/10-03/09/20 SERVICE ACH	Communication - Telephone	541003-53975	\$554.32
001	7342	02/04/20	People's Choice Pressure Cleaning	15490	PRESSURE WASHING SIDEWALKS/SWALES/CURBS	WO1867-1867	546171-53960	\$2,324.25
001	7342	02/04/20	People's Choice Pressure Cleaning	15490	PRESSURE WASHING SIDEWALKS/SWALES/CURBS	WO1867-1867	546171-53960	\$774.75
001	7342	02/04/20	People's Choice Pressure Cleaning	15490	PRESSURE WASHING SIDEWALKS/SWALES/CURBS	WO1867-1867	546171-53960	\$2,066.00
001	7357	02/07/20	PETTY CASH	010120	MAINT SUPPLIES/GAS/COOKIES/WATER	R&M-General	546001-53970	\$168.93
001	7357	02/07/20	PETTY CASH	010120	MAINT SUPPLIES/GAS/COOKIES/WATER	Misc-Special Events	549052-53980	\$10.95
001	7357	02/07/20	PETTY CASH	010120	MAINT SUPPLIES/GAS/COOKIES/WATER	Office Supplies	551002-53980	\$21.55
001	7357	02/07/20	PETTY CASH	010120	MAINT SUPPLIES/GAS/COOKIES/WATER	R&M-General	546001-53970	\$151.99
001	7339	02/04/20	Research Irrigation, Inc	37460	CAPISTRANO VALVE REPAIR	Irrigation Repairs & Replacem.	546932-53960	\$120.18
001	7366	02/14/20	Research Irrigation, Inc	37466	JAN IRR REPRS	Irrigation Repairs & Replacem.	546932-53960	\$3,046.00
001	7366	02/14/20	Research Irrigation, Inc	37466	JAN IRR REPRS	Irrigation Repairs & Replacem.	546932-53960	\$424.00
001	7366	02/14/20	Research Irrigation, Inc	37500	FEB 2020 IRR MAINTENANCE	Irrigation Maintenance	546930-53960	\$1,175.00
001	7366	02/14/20	Research Irrigation, Inc	37500	FEB 2020 IRR MAINTENANCE	Irrigation Maintenance	546930-53960	\$1,044.00
001	7366	02/14/20	Research Irrigation, Inc	37500	FEB 2020 IRR MAINTENANCE	Irrigation Maintenance	546930-53960	\$391.00
001	7366	02/14/20	Research Irrigation, Inc	37499	FEB 2020 VALVE MAINTENANCE	Irrigation Maintenance	546930-53960	\$3,295.00

# **MONTERRA COMMUNITY DEVELOPMENT DISTRICT**

**Payment Register by Fund**  
**For the Period from 2/1/2020 to 2/29/2020**  
**(Sorted by Payee)**

Fund No.	Check / ACH No.	Date	Payee	Invoice No.	Payment Description	Invoice / GL Description	G/L Account #	Amount Paid
001	7349	02/06/20	RUST TECH SERVICES, INC.	196481	WELL WATER STAINING SERVICE	WO 1964-1964	546193-53960	\$360.00
001	7349	02/06/20	RUST TECH SERVICES, INC.	196481	WELL WATER STAINING SERVICE	WO 1964-1964	546193-53960	\$320.00
001	7349	02/06/20	RUST TECH SERVICES, INC.	196481	WELL WATER STAINING SERVICE	WO 1964-1964	546193-53960	\$120.00
001	7386	02/28/20	SESAC	010120	MULTI UNIT RESIDENTIAL 01/20-12/31/20	Misc-Licenses & Permits	549066-53980	\$877.00
001	7360	02/07/20	SMOOTH SLIDERS INC	INV-02790	GUARD HOUSE DOOR REPAIR	R&M-General	546001-53970	\$95.00
001	7377	02/19/20	SOUTH FLORIDA FIELD SERVICES LLC	715040553	EXTERIOR DEBRIS CLEANUP	R&M-General	546001-53970	\$120.00
001	7350	02/06/20	SPECIALIZED HOME ELECTRONICS	190689	FEB GRD HSE RADIO MONITORING	R&M-General	546001-53970	\$39.95
001	7373	02/19/20	SPECIALTY SURFACES LLC	1424	AQUA FLEX INSTALLATION FOR SPLASH PAD	R&M-Pools	546074-53965	\$3,003.00
001	7359	02/07/20	TINLOF TECHNOLOGIES, INC	AR1491	JANUARY XEROX COPIES	Lease - Copier	544008-53980	\$115.96
001	7372	02/19/20	Total Entry Control	36858	GATE REPAIR	2019-2020	546034-53950	\$238.00
001	7379	02/24/20	Total Entry Control	36918	GATE REPAIR	2019-2020	546034-53950	\$119.00
001	7340	02/04/20	Tropical Plant and Pest Services	01152020MONTMOSQUITO	MOSQUITO CONTROL	R&M-Pest Control	546070-53960	\$203.00
001	7340	02/04/20	Tropical Plant and Pest Services	01152020MONTMOSQUITO	MOSQUITO CONTROL	R&M-Pest Control	546070-53960	\$203.00
001	7340	02/04/20	Tropical Plant and Pest Services	01242020EMONT	JAN PEST/FERTILIZATION MAINT	Royal Palm Treatment	546149-53960	\$322.34
001	7340	02/04/20	Tropical Plant and Pest Services	01242020EMONT	JAN PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$3,584.50
001	7340	02/04/20	Tropical Plant and Pest Services	01242020EMONT	JAN PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$1,262.50
001	7340	02/04/20	Tropical Plant and Pest Services	01242020EMONT	JAN PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$3,164.00
001	7340	02/04/20	Tropical Plant and Pest Services	12272019EMONT	DEC PEST/FERTILIZATION MAINT	Royal Palm Treatment	546149-53960	\$322.34
001	7340	02/04/20	Tropical Plant and Pest Services	12272019EMONT	DEC PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$3,584.50
001	7340	02/04/20	Tropical Plant and Pest Services	12272019EMONT	DEC PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$1,262.50
001	7340	02/04/20	Tropical Plant and Pest Services	12272019EMONT	DEC PEST/FERTILIZATION MAINT	R&M-Pest Control	546070-53960	\$3,164.00
001	7347	02/05/20	ULTIMATE WATER LLC	100019466-2	2 WATER COOLER RENTALS	Water Cooler	552093-53980	\$45.95
001	7347	02/05/20	ULTIMATE WATER LLC	100019466-2	2 WATER COOLER RENTALS	Water Cooler	552093-53980	\$45.95
001	7348	02/05/20	ULTIMATE WATER LLC	PR-70146	TEA / HOT CHOCOLATE SUPPLIES	Food & Beverage	552076-53980	\$186.39
001	7351	02/06/20	ULTIMATE WATER LLC	PR-70211	COFFEE SUPPLIES	Food & Beverage	552076-53980	\$125.91
001	7364	02/12/20	ULTIMATE WATER LLC	PR-70284	COFFEE SUPPLIES	Food & Beverage	552076-53980	\$173.00
001	7363	02/12/20	VISS Technology, LLC	314472	FEB MAINT/MONITORING	2019-2020	546349-53950	\$250.00
001	7384	02/28/20	VISS Technology, LLC	314222	JAN MAINT & MONITORING	R&M-Access&Serveillance Systems	546349-53950	\$250.00
001	7338	02/04/20	WASTE MANAGEMENT INC	1241131-2237-6	FEB WASTE SERVICE	Utility - Refuse Removal	543020-53975	\$412.37
001	7385	02/28/20	WAYNE AUTOMATIC	793513	BATTERY REPLACED - SPRINKLER SYSTEM	Fire Alarm Monitoring	531082-53980	\$300.60
001	7341	02/04/20	Zogics, LLC	126088	WELLNESS CENTER WIPES	2019-2020	546961-53980	\$259.90
<b>Fund Total</b>								<b>\$183,975.33</b>

**SERIES 2015 DEBT SERVICE FUND - 202**

202	7378	02/19/20	MONTERRA CDD C/O WELLS FARGO BANK N.A.	01132020-2015	TRFR ASSESSMENTS 2015 SERIES	Due From Other Funds	131000	\$923,593.33
<b>Fund Total</b>								<b>\$923,593.33</b>

<b>Total Checks Paid</b>	<b>\$1,107,568.66</b>
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**MONTERRA COMMUNITY DEVELOPMENT DISTRICT**  
**Summary Contract Schedule - Quarterly Cash Flow**  
As of February 29, 2020

	Estimated Spending by Quarter					
Projects	Q2	Q3	Q4	Total	Budget Acct No.	Budget Line Description
Approved / Committed Contracts						
Reoccurring Services						
A/C Maintenance	\$560	\$560	\$560	\$1,680	546194-53970	A/C Maintenance
Web site Maintenance	1,906	1,906	1,906	5,717	531094-51302	ADA Website Compliance
Annuals - Flowers	-	2,936	4,950	7,886	546339-53960	Annuals - Flowers
Field Services	21,483	64,449	64,449	150,381	Multiple	Multiple
Gym - R&M	175	525	525	1,225	534159-53970	Gym Equipment Maintenance
Irrigation Maintenance	6,305	18,915	19,494	44,714	546930-53960	Irrigation Maintenance
Lake & Wetlands Maintenance	4,459	13,377	13,377	31,213	546366-53955	Lake & Wetlands Maintenance
Landscaping	34,831	104,492	104,492	243,815	546300-53960	Landscape Maintenance
Management Services	4,420	13,261	13,261	30,943	531027-51320	ProfServ-Mgmt Consulting Serv
Office Equipment	153	459	459	1,072	551002-53980	Office Supplies
Pest Control	15,292	45,877	45,877	107,046	Multiple	Multiple
Pool / Fountain - R&M	1,675	5,025	5,025	11,725	546074-53965	R&M-Pools
Pressure washing	5,165	15,495	15,495	36,155	546171-53960	R&M-Pressure Washing
Refuse Service	399	1,198	1,198	2,794	543018-53975	Utility - Water
Rust Control	800	2,400	2,400	5,600	546193-53960	Rust Control
Security Services	23,717	71,151	71,151	166,019	534203-51320	Security
Subtotal	\$121,340	\$362,026	\$364,619	\$847,985		
Project / One-time R&M Costs						
Gate - R&M	\$2,180	\$5,611	\$1,020	\$8,810	546034-53950	R&M-Gate
Hydrology Study	3,223	3,223	3,223	9,668	531013-51302	SFWMD Water Use Permit
Landscaping - Tree Replacement	24,253	33,167	33,167	90,586	Multiple	Multiple
Plants	6,077	6,077	-	12,154	546338-53960	
Pump Repairs	2,695	2,195	1,495	6,386	546075-53955	R&M-Pump Station
Walls - R&M	3,171	3,171	3,171	9,514	568018-53985	Capital Reserve
Subtotal	\$41,599	\$53,444	\$42,076	\$137,118		
GRAND TOTAL APPROVED	\$162,939	\$415,469	\$406,694	\$985,103		

# **MONTERRA COMMUNITY DEVELOPMENT DISTRICT**

## **Detailed Contract Schedule - (Approved / Committed)**

As of February 29, 2020

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	\$8,375	\$11,725
5 Star Pool	Pool / Fountain - R&M	11/18/2019		Replace Entry Fountain Pump	546075-53955	R&M Pump Station	\$5,785	\$5,200	\$585
A/C Technologies	A/C Maintenance	9/14/2015	WO-1641-1641	Preventative Maintenance (2X per yr / 5 A/C systems)	546194-53970	A/C Maintenance	\$1,920	\$240	\$1,680
AT&I Systems	Gate - R&M	10/25/2017	WO-1673-1673	Gates Preventative Maintenance	546034-53950	R&M-Gate	\$4,080	\$1,700	\$2,380
AT&I Systems	Gate - R&M	11/4/2017	WO-1705-1705	Entry Gates maintenance	546034-53950	R&M-Gate	\$17,920	\$11,490	\$6,430
Brightview Landscaping	Landscaping	5/21/2018	WO-1545-1545	Landscaping	546300-53960	Landscape Maintenance	\$417,968	\$174,154	\$243,814
Brightview Landscaping	Annuals - Flowers	8/20/2018	Project	Annuals - Flowers	546339-53960	Landscape Replacement	\$10,738	\$2,852	\$7,886
Brightview Landscaping	Landscaping	2/18/2019	Project	Tree Replacement & Removal	546099-53960	R&M Trees and Trimming	\$39,500	\$8,914	\$30,586
Brightview Landscaping	Landscaping	2/24/2020	Project	New Plants Estada / Taraema Ave.	546338-53960	Landscape Replacement	\$12,154		\$12,154
Campus Suite	Web site Maintenance	2/24/2020		ADA Web Conversion	531094-51302	ProfServ-Web Site Maintenance	\$5,717		\$5,717
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	\$257,795	\$107,415	\$150,380
East Coast Mulch	Mulch Services	11/18/2019		Mulch Services	546059-53960	R&M Mulch	\$50,100	\$50,100	\$0
Estate Management Services	Lake & Wetlands Maintenance	9/16/2019		Lake Maintenance	546366-53955	Lake & Wetlands Maintenance	\$53,508	\$22,295	\$31,213
Geology & Groundwater Consultants	Hydrology Study	8/19/2019		SFWMD Water Use Permit	531013-51302	Hydrology Study	\$12,450	\$2,783	\$9,668
Grau & Associates	Auditing Services			Auditing Services	532002-51302	Auditing Services	\$4,000	\$4,000	\$0
HIQ Services Corp	Landscaping Projects	8/20/2018		Tree Replacement	546300-53960	Landscaping	\$60,000	\$0	\$60,000
Hoover Pump	R&M Pump Station	11/18/2019		1 YR. Flow Agreement	546075-53955	R&M Pump Station	\$5,379	\$2,000	\$3,379
The Gym Doc	Gym - R&M	5/18/2015	WO-1577-1577	Gym Source Preventative Maintenance	534159-53970	Gym Equipment Maintenance	\$2,100	\$875	\$1,225
Inframark	Management Services	10/25/2017	WO-1738-1738	District Management Services	531027-51320	ProfServ-Mgmt Consulting Serv	\$53,045	\$22,101	\$30,944
Kent Security of Palm Beach Inc.	Security Services	10/19/2015	WO-1770-1770	Security	534203-51320	Security	\$284,604	\$118,585	\$166,019

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT****Detailed Contract Schedule - (Approved / Committed)**

As of February 29, 2020

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
Magical Displays	Holiday Lights		One Time	Holiday Lights	549028-53980	Holiday Lights	\$8,650	\$8,650	\$0
M & J Ecological LLC	R&M Pest Control	8/19/2019		Iguana Control	546070-53960	R&M Pest Control	\$51,348	\$21,395	\$29,953
Miller, Legg & Associates, Inc.	Engineering	9/16/2019		Additional work authorization	531013-51302	Engineering	\$5,000	\$5,000	\$0
People's Choice	Walls - R&M	10/25/2017	WO-1835-1835	Columns and Perimeter wall painting	568018-53985	Capital Reserve	\$9,514	\$0	\$9,514
People's Choice	Pressure washing		WO-1867-1867	Pressure washing	546171-53960	R&M-Pressure Washing	\$61,980	\$25,825	\$36,155
Research Irrigation, Inc	Irrigation Maintenance		WO-1932-1932	Irrigation Maintenance	546930-53960	Irrigation Maintenance	\$70,860	\$29,525	\$41,335
Rust Tech Services	Rust Control		WO-1964-1964	Rust Control	546193-53960	Rust Control	\$9,600	\$4,000	\$5,600
Sullivan Pump & Electric	R&M-Pump Station	5/20/2019		Capistrano Irrigation pump repair	546075-53955	R&M-Pump Station	\$6,798	\$997	\$5,801
Tropical Plant and Pest Services	Pest Control		WO-2000-2000	Pest Control	546367-53955	Pest Control-Midge Lake Banks	\$32,160	\$13,400	\$18,760
Tropical Plant and Pest Services	Pest Control	1/15/2018	WO-2032-2032	Pest Control	546070-53960	R&M-Pest Control	\$100,000	\$41,667	\$58,333
Waste Management	Refuse Service		WO-2064-2064	Refuse Service	543020-53975	Utility - Refuse Removal	\$4,790	\$1,996	\$2,794
Xerox	Office Equipment	2/19/2018	WO-2096-2096	Copier contract	551002-53980	Office Supplies	\$1,838	\$765	\$1,073
<b>Total</b>							<b>\$1,681,401</b>	<b>\$696,297</b>	<b>\$985,103</b>

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT**  
**CAPITAL RESERVE PLAN**  
Fund Balance Report - (Fiscal Year 2020-2023)

Description	Balance as of FY2019	Estimated Reserve Additions by Fiscal Year				Estimated Balance as of FY2023
		2020	2021	2022	2023	
Fund Balance						
Reserved Balances (Assigned)						
Operating Reserves	573,736	-	-	-	-	573,736
Clubhouse	80,654	50,000	50,000	50,000	50,000	280,654
Gates/Guardhouses	53,000	-	-	-	-	53,000
Hurricane	53,000	-	-	-	-	53,000
Irrigation System	53,000	50,000	50,000	50,000	-	203,000
Landscape	53,000	-	-	-	-	53,000
Lighting	26,500	-	-	-	-	26,500
Pools	53,000	15,000	-	-	-	68,000
Roads and Sidewalks	106,000	15,000	-	25,000	5,000	151,000
Security Features	53,000	-	-	-	-	53,000
Wall & Fence Perimeter	10,144	100,000	250,000	100,000	100,000	560,144
Total Fund Balance	\$ 1,115,034	\$ 230,000	\$ 350,000	\$ 225,000	\$ 155,000	\$ 2,075,034
All Other Fund Balances						
Unreserved Balance	293,357	-	-	-	-	293,357
Total	293,357	-	-	-	-	293,357
Cummulative Total	\$ 1,408,391	1 230,000	580,000	805,000	960,000	2,368,391

Note

1) The FY2019-20 Fund Balance changed by \$10,010 (increase) due to the reversal of the Eco Blue accruals done at Y/E 09/30/19.



## **Sixth Order of Business**

**MONTERRA  
COMMUNITY DEVELOPMENT DISTRICT  
BROWARD COUNTY, FLORIDA  
FINANCIAL REPORT  
FOR THE FISCAL YEAR ENDED  
SEPTEMBER 30, 2019**

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

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# Grau & Associates

CERTIFIED PUBLIC ACCOUNTANTS

Agenda Page #44  
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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, 2019, 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, 2019, 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 March 3, 2020, 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 solely 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 the effectiveness of the District's 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.

March 3, 2020

## **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, 2019. 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 \$45,828,964.
- The change in the District's total net position in comparison with the prior fiscal year was \$565,135, 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, 2019, the District's governmental funds reported combined ending fund balances of \$2,039,921, an increase of \$102,875 in comparison with the prior fiscal year. The total fund balance is nonspendable for deposits and prepaid items, restricted for debt service, assigned for operating reserves and future maintenance, and the remainder is unassigned fund balance.

### **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,		
	2019	2018
Assets, excluding capital assets	\$ 2,162,273	\$ 2,115,156
Capital assets, net of depreciation	61,192,896	61,951,889
Total assets	63,355,169	64,067,045
Liabilities, excluding long-term liabilities	389,128	464,011
Long-term liabilities	17,137,077	18,339,205
Total liabilities	17,526,205	18,803,216
Net position		
Net investment in capital assets	44,055,819	43,612,684
Restricted for debt service	364,754	506,153
Unrestricted	1,408,391	1,144,992
Total net position	\$ 45,828,964	\$ 45,263,829

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,		
	2019	2018
Revenues:		
Program revenues:		
Charges for services	\$ 4,154,115	\$ 4,031,300
Operating grants and contributions	16,892	-
General revenues:		
Investment earnings	37,371	26,735
Miscellaneous	45,751	25,913
Total revenues	4,254,129	4,083,948
Expenses:		
General government	139,427	193,844
Physical environment	2,581,678	2,385,204
Clubhouse	297,241	477,677
Interest	670,648	705,614
Total expenses	3,688,994	3,762,339
Change in net position	565,135	321,609
Net position - beginning	45,263,829	44,942,220
Net position, ending	\$ 45,828,964	\$ 45,263,829

As noted above and in the statement of activities, the cost of all governmental activities during the fiscal year ended September 30, 2019 was \$3,688,994. The costs of the District's activities were primarily funded by program revenues. Program revenues, comprised primarily of assessments, increased during the fiscal year as a result of an increase in prepayment revenue. In total, expenses, including depreciation, decreased from the prior fiscal year. The majority of the decrease is the result of a decrease in general governmental and clubhouse-related expenses.

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. Actual general fund expenditures did not exceed appropriations for the fiscal year ended September 30, 2019.

CAPITAL ASSETS AND DEBT ADMINISTRATIONCapital Assets

At September 30, 2019, the District had \$69,890,537 invested in capital assets for its governmental activities. In the government-wide financial statements depreciation of \$8,697,641 has been taken, which resulted in a net book value of \$61,192,896. More detailed information about the District's capital assets is presented in the notes of the financial statements.



## CAPITAL ASSETS AND DEBT ADMINISTRATION (Continued)

### Capital Debt

At September 30, 2019, the District had \$17,265,000 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, 2019**

	Governmental Activities
<b>ASSETS</b>	
Cash	\$ 540,720
Investments	967,079
Accounts receivable	2,239
Assessments receivable	114,125
Deposits	16,305
Prepaid items	4,400
Restricted assets:	
Investments	517,405
Capital assets:	
Nondepreciable	53,187,384
Depreciable, net	8,005,512
Total assets	<u>63,355,169</u>
<b>LIABILITIES</b>	
Accounts payable and accrued expenses	118,875
Contracts and retainage payable	3,477
Accrued interest payable	266,776
Non-current liabilities:	
Due within one year	760,000
Due in more than one year	16,377,077
Total liabilities	<u>17,526,205</u>
<b>NET POSITION</b>	
Net investment in capital assets	44,055,819
Restricted for debt service	364,754
Unrestricted	1,408,391
Total net position	<u>\$ 45,828,964</u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT  
BROWARD COUNTY, FLORIDA  
STATEMENT OF ACTIVITIES  
FOR THE FISCAL YEAR ENDED SEPTEMBER 30, 2019**

Functions/Programs	Expenses	Program Revenues		Net (Expense) Revenue and Changes in Net Position
		Charges for Services	Operating Grants and Contributions	Governmental Activities
Primary government:				
Governmental activities:				
General government	\$ 139,427	\$ 112,694	\$ -	\$ (26,733)
Physical environment	2,581,678	2,086,686	-	(494,992)
Recreation - Clubhouse	297,241	240,250	-	(56,991)
Interest on long-term debt	670,648	1,714,485	16,892	1,060,729
Total governmental activities	3,688,994	4,154,115	16,892	482,013
General revenues:				
Interest income				37,371
Miscellaneous income				45,751
Total general revenues				83,122
Change in net position				565,135
Net position - beginning				45,263,829
Net position - ending				<u>\$ 45,828,964</u>

See notes to the financial statements

**MONTERRA COMMUNITY DEVELOPMENT DISTRICT  
BROWARD COUNTY, FLORIDA  
BALANCE SHEET  
GOVERNMENTAL FUNDS  
SEPTEMBER 30, 2019**

	Major Funds		Total
	General	Debt Service	Governmental Funds
<b>ASSETS</b>			
Cash	\$ 540,720	\$ -	\$ 540,720
Investments	967,079	517,405	1,484,484
Accounts receivable	2,239	-	2,239
Assessments receivable	-	114,125	114,125
Deposits	16,305	-	16,305
Prepaid items	4,400	-	4,400
Total assets	<u>\$ 1,530,743</u>	<u>\$ 631,530</u>	<u>\$ 2,162,273</u>
<b>LIABILITIES AND FUND BALANCES</b>			
Liabilities:			
Accounts payable and accrued expenses	\$ 118,875	\$ -	\$ 118,875
Contracts and retainage payable	3,477	-	3,477
Total liabilities	<u>122,352</u>	<u>-</u>	<u>122,352</u>
Fund balances:			
Nonspendable:			
Deposits and prepaid items	20,705	-	20,705
Restricted for:			
Debt service	-	631,530	631,530
Assigned to:			
Operating reserves	573,736	-	573,736
Future repairs and replacement	541,298	-	541,298
Unassigned	272,652	-	272,652
Total fund balance	<u>1,408,391</u>	<u>631,530</u>	<u>2,039,921</u>
Total liabilities and fund balance	<u>\$ 1,530,743</u>	<u>\$ 631,530</u>	<u>\$ 2,162,273</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, 2019**

Fund balance - governmental fund \$ 2,039,921

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	69,890,537	
Accumulated depreciation	<u>(8,697,641)</u>	61,192,896

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	(266,776)	
Original issue discount	135,795	
Amortization of discount	(7,872)	
Bonds payable	<u>(17,265,000)</u>	<u>(17,403,853)</u>
Net position of governmental activities		<u><u>\$ 45,828,964</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, 2019**

	Major Funds		Total
	General	Debt Service	Governmental Funds
<b>REVENUES</b>			
Assessments	\$ 2,439,630	\$ 1,714,485	\$ 4,154,115
Interest	37,371	16,892	54,263
Miscellaneous	45,751	-	45,751
Total revenues	<u>2,522,752</u>	<u>1,731,377</u>	<u>4,254,129</u>
<b>EXPENDITURES</b>			
Current:			
General government	139,427	-	139,427
Physical environment	1,834,919	-	1,834,919
Recreation - clubhouse	230,574	-	230,574
Debt service:			
Principal	-	1,210,000	1,210,000
Interest	-	681,901	681,901
Capital outlay	54,433	-	54,433
Total expenditures	<u>2,259,353</u>	<u>1,891,901</u>	<u>4,151,254</u>
Excess (deficiency) of revenues over (under) expenditures	263,399	(160,524)	102,875
Fund balance - beginning	<u>1,144,992</u>	<u>792,054</u>	<u>1,937,046</u>
Fund balance - ending	<u>\$ 1,408,391</u>	<u>\$ 631,530</u>	<u>\$ 2,039,921</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, 2019**

Net change in total fund balance - governmental fund	\$ 102,875
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.	(813,426)
Governmental funds report capital outlays as expenditures, however, in the statement of activities, the cost of those assets is eliminated and capitalized in the statement of net position.	54,433
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.	1,210,000
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>19,125</u>
Change in net position of governmental activities	<u><u>\$ 565,135</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.

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	7-10
Clubhouse	30

**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

In addition to assets, the statement of financial position will sometimes report a separate section for deferred outflows of resources. This separate financial statement element, deferred outflows of resources, represents a consumption of net position that applies to a future period(s) and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of financial position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, deferred inflows of resources, represents an acquisition of net position that applies to a future period(s) and so will not be recognized as an inflow of resources (revenue) until that time.

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, 2019:

	Amortized Cost	Credit Risk	Maturities
Wells Fargo Government Money Market	\$ 517,405	S&P AAAM	Weighted average of 25 days
Florida Prime	967,079	S&P AAAM	Weighted average of 37 days
Total Investments	<u>\$ 1,484,484</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 should be measured 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. Accordingly, the District's investments have been reported at amortized cost above.

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

*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 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, 2019, 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, 2019 was as follows:

	Beginning Balance	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	13,553,725	-	-	13,553,725
Improvements other than buildings	1,094,995	54,433	-	1,149,428
Clubhouse	2,000,000	-	-	2,000,000
Total capital assets, being depreciated	16,648,720	54,433	-	16,703,153
Less accumulated depreciation for:				
Infrastructure	6,455,886	744,153	-	7,200,039
Improvements other than buildings	1,094,995	2,606	-	1,097,601
Clubhouse	333,334	66,667	-	400,001
Total accumulated depreciation	7,884,215	813,426	-	8,697,641
Total capital assets, being depreciated, net	8,764,505	(758,993)	-	8,005,512
Governmental activities capital assets	\$ 61,951,889	\$ (758,993)	\$ -	\$ 61,192,896

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. This occurred during the current fiscal year as the District prepaid \$470,000 of the Bonds.

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, 2019.

**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, 2019.

**Long-term Debt Activity**

Changes in long-term liability activity for the fiscal year ended September 30, 2019 were as follows:

	Beginning Balance	Additions	Reductions	Ending Balance	Due Within One Year
<u>Governmental activities</u>					
Series 2005A	\$ 4,770,000	\$ -	\$ 620,000	\$ 4,150,000	\$ 155,000
Series 2015	13,705,000	-	590,000	13,115,000	605,000
Bond discount	(135,795)	-	(7,872)	(127,923)	-
Total	<u>\$ 18,339,205</u>	<u>\$ -</u>	<u>\$ 1,202,128</u>	<u>\$ 17,137,077</u>	<u>\$ 760,000</u>

**NOTE 6 - LONG-TERM LIABILITIES (Continued)****Long-term Debt Activity (Continued)**

At September 30, 2019, the scheduled debt service requirements on the long-term debt were as follows:

Year ending September 30,	Governmental Activities		
	Principal	Interest	Total
2020	\$ 760,000	\$ 640,263	\$ 1,400,263
2021	780,000	618,125	1,398,125
2022	805,000	595,375	1,400,375
2023	830,000	570,150	1,400,150
2024	860,000	542,375	1,402,375
2025-2029	4,780,000	2,239,219	7,019,219
2030-2034	5,795,000	1,247,731	7,042,731
2035-2036	2,655,000	161,475	2,816,475
Total	<u>\$ 17,265,000</u>	<u>\$ 6,614,713</u>	<u>\$ 23,879,713</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 – 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 9 - 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, 2019**

	Budgeted Amounts Original & Final	Actual Amounts	Variance with Final Budget - Positive (Negative)
<b>REVENUES</b>			
Assessments	\$ 2,427,114	\$ 2,439,630	\$ 12,516
Interest income	-	37,371	37,371
Miscellaneous	-	45,751	45,751
Total revenues	<u>2,427,114</u>	<u>2,522,752</u>	<u>95,638</u>
<b>EXPENDITURES</b>			
Current:			
General government	151,707	139,427	12,280
Physical environment	2,052,984	1,834,919	218,065
Parks and recreation	82,748	230,574	(147,826)
Capital outlay	139,675	54,433	85,242
Total expenditures	<u>2,427,114</u>	<u>2,259,353</u>	<u>167,761</u>
Excess (deficiency) of revenues over (under) expenditures	<u>\$ -</u>	263,399	<u>\$ 263,399</u>
Fund balance - beginning		<u>1,144,992</u>	
Fund balance - ending		<u>\$ 1,408,391</u>	

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, 2019.



**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, 2019, and the related notes to the financial statements, which collectively comprise the District's basic financial statements, and have issued our opinion thereon dated March 3, 2020.

**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 no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

**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.

March 3, 2020



**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, 2019. 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, 2019.

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.

March 3, 2020



**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, 2019, and have issued our report thereon dated March 3, 2020.

**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 March 3, 2020, 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 of 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.

March 3, 2020

## REPORT TO MANAGEMENT

### I. CURRENT YEAR FINDINGS AND RECOMMENDATIONS

None

### 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, 2018.

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, 2019.

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, 2019.

4. The name or official title and legal authority of the District are disclosed in the notes to the financial statements.

5. The District has not met one or more of the financial emergency conditions described in Section 218.503(1), Florida Statutes.

6. We applied financial condition assessment procedures and no deteriorating financial conditions were noted as of September 30, 2019. 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.

## **Ninth Order of Business**



**9Bi**

# MONTERRA CDD

sorted into alpha order

## **Firms requesting bid packages**

American Shoreline  
Restoration  
Cone & Graham Inc.  
Constructconnect Inc.  
Custom Built Marine Construction, Inc.  
Custom Marine Services, Inc.  
EMC Divers Inc.  
Lake and Wetland Miami  
Dade  
Landshore Enterprises  
Metro Equipment Service Inc.  
Shoreline Foundation Inc.  
Solitude Lake Management

**9Diii.**

# Monterra CDD

## DM February invoice approvals for ratification

### Invoice Summary

Invoice No	Supplier	Invoice Date	Property	Invoice Amount
20203577	ASAP GATE PLUS, LLC	02/04/2020	MONTERRA CDD	684.72
6701047	BRIGHTVIEW LANDSCAPING Remove dead Royal Palms	01/30/2020	MONTERRA CDD	1,960.00
6701046	BRIGHTVIEW LANDSCAPING Remove dead Royal Palms	01/30/2020	MONTERRA CDD	1,470.00
20-015	HIQ SERVICES CORP Repair Pavers multiple locations	01/30/2020	MONTERRA CDD	1,200.00
20203548	ASAP GATE PLUS, LLC Linear Park gate repair	01/29/2020	MONTERRA CDD	517.00
<b>Total:</b>				<b>5,831.72</b>