

**MINUTES OF MEETING
MONTERRA
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Monterra Community Development District was held Monday, April 15, 2019 and called to order at 6:07 p.m. at the Club at Monterra, located at 8451 Monterra Boulevard, Cooper City, Florida.

Present and constituting a quorum were:

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

Also present were:

George Miller	District Manager
Ginger Wald	District Counsel
Maria Mihailovschi	Castle Group
Joe C.	BrightView Landscaping
BSO Deputy	
Numerous Residents	

The following is a summary of the discussions and actions taken at the April 15, 2019 Monterra Community Development District's Board of Supervisors Meeting.

FIRST ORDER OF BUSINESS

Roll Call (Recording Time Stamp 0:41)

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

The record shall reflect Mr. Popowitz is expected to arrive shortly.

SECOND ORDER OF BUSINESS

Approval of Agenda (Recording Time Stamp 0:51)

Mr. Lowe presented the Agenda for the meeting and requested any amendments.

Ms. Kooiman MOVED to approve the Agenda for the meeting as presented; and Mr. Ciechanowiecki seconded the motion.

- Mr. Miller announced that a BSO Deputy would attend the meeting to discuss the item regarding parking problems.

There being no further discussion,

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

THIRD ORDER OF BUSINESS

Approval of Minutes (Recording Time Stamp 01:58)

A. March 7, 2019 Workshop

B. March 18, 2019 Meeting

Mr. Lowe stated each Board member received a copy of the Minutes of the March 7, 2019 Workshop and March 18, 2019 Meeting, and requested any additions, corrections or deletions.

There being none,

On MOTION by Ms. Kooiman, seconded by Mr. Ciechanowiecki, with all in favor, the Minutes of the March 7, 2019 Workshop and March 18, 2019 Meeting were approved.

FOURTH ORDER OF BUSINESS

Approval of March 31, 2019 Financial Statements (Recording Time Stamp 02:41)

Mr. Lowe presented the March 31, 2019 Financial Statements for the Board's review and approval.

There being no comments or questions,

On MOTION by Ms. Kooiman, seconded by Mr. Ciechanowiecki, with all in favor, the March 31, 2019 Financial Statements were approved.

The record shall reflect Mr. Popowitz joined the meeting.

FIFTH ORDER OF BUSINESS

Acceptance of the Fiscal Year 2018 Audit (Recording Time Stamp 03:29)

Mr. Lowe presented the Fiscal Year 2018 Audit for the Board's discussion and acceptance.

Ms. Kooiman MOVED to accept the Audit for the Fiscal Year Ending September 30, 2018; and Mr. Ciechanowiecki seconded the motion.

- There were no negative findings.

There being no further discussion,

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

SIXTH ORDER OF BUSINESS

Audience Comments (Recording Time Stamp 05:06)

- A resident inquired about pool rules. The rules seem to be restrictive regarding small toys for children. If the Board wants to pursue this, it will have to go through the rulemaking process. Ms. Wald suggested the Board can have a workshop. Ms. Kooiman is not in favor, since the pool does not have a lifeguard. Ms. Wald read the rule into the record, and discussed what other communities do. Ms. Wald suggested someone bring samples of what may be allowed. The rule can be reviewed at the next meeting, at which time the Board may make a decision to advertise for the rulemaking process. Other rules should be examined, as well.
- A resident indicated there are not enough racks for the weights in the gym. More storage is needed.

SEVENTH ORDER OF BUSINESS

Landscaping – BrightView (Recording Time Stamp 16:25)

EIGHTH ORDER OF BUSINESS

Staff Reports

C. Clubhouse

iii. Pine Island Entrance Monument Landscape Enhancement (Recording Time Stamp 16:41)

- The entranceway is rather bland and Mr. Miller asked for some ideas.
- No capital expenditures were approved at the last meeting.
- This is a third level priority.
- Funds would come out of plant replacement.
- Perennials would be planted in this area.
- A decision is a matter of opinion.
- The Board is in favor of Option #2.

Mr. Popowitz MOVED to approve Option #2 from BrightView Landscape Services in the amount of \$7,197.40 to plant colorful Perennials for the Pine Island entrance monument landscape enhancement; and Mr. Lowe seconded the motion.

- Ms. Kooiman commented there should be changes to the plants to coordinate the watering needs. Staff will take care of this.

There being no further discussion,

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

- All Estada issues are being addressed.
- vi. Tree Trimming 2nd Phase (Recording Time Stamp 26:20)**
- There are many trees to be trimmed on the inside. The trimming is to be done on a rotational basis.
- There is only one quote. The price has not increased.

On MOTION by Mr. Ciechanowiecki, seconded by Mr. Popowitz, with all in favor, 2nd phase tree trimming by IGM Innovative in the amount of \$32,000 was approved.

- A resident asked about the Vista del Prado wall. This was discussed at a previous workshop. There was talk of painting and re-planting. Mr. Miller will follow up. Access will be needed through other properties. This will be an agenda item for the next meeting.
 - Ms. Kooiman suggested having a workshop to discuss each property.
- vii. Discussion of ARC Fence Approval (Recording Time Stamp 35:42)**
- Residents wanting to install fences have to go through the ARC. There has not been a requirement for this information to reach the CDD, which may be the reason for so many encroachments. Direction is needed through both the HOA and CDD.

A. Attorney (Recording Time Stamp 43:45)
There being no report, the next item followed.

B. Engineer (Recording Time Stamp 43:49)

- Mr. Miller reported progress is being made in getting paperwork to SFWMD for the requirement on how far above the bottom of the lake the intake pipe is and how far below the water line. Staff spoke to the people who cleaned the intake pipes last year, and it was determined there is a large concrete block holding it down five feet below the water line.
- The recertification of the pumps has a permit number. The application is going forward this week and Miller Legg will bill the District for the filing fee.

D. District Manager

ii. Discussion of Ever-Present Parking Problems (Recording Time Stamp 46:53)

- Both the CDD and HOA have no enforcement authority on the streets in the community.
- The BSO Deputy indicated the streets are enforced by a City Ordinance Violation, through BSO.
- Community rules are not enforced by the BSO. Swales are not enforced by BSO either.
- The officer would use discretion depending on the situation.
- Cars blocking sidewalks is also a City Ordinance Violation.
- Ms. Wald spoke to the City Attorney and this issue has been resolved. It was determined the streets are enforced by the City.
- Police do not set speed limits. That is done by a traffic engineer. It is difficult to enforce speed limits within communities, especially in the evening.
- Parking by the courtyard homes was addressed. It needs to be determined whether it is CDD property.
- If the swale is owned by the CDD, a rule may be created. Ms. Wald does not believe the swales are CDD-owned.

C. Clubhouse (Continued)

ii. Playground Mulch (Recording Time Stamp 01:04)

- It has been two years since mulch was applied. Ms. Mihailovschi recommends East Coast Mulch Corp.

On MOTION by Mr. Ciechanowiecki, seconded by Ms. Kooiman, with all in favor, the estimate from East Coast Mulch Corp. in the amount of \$3,000 for installation of playground mulch was approved.

- i. MPR Room Roof Repair (Recording Time Stamp 1:05)**
- Two pieces of wood are getting wet and there may be a leak into the attic.
- Three proposals were received.
- The last roofer wants to remove tiles and install a sealant.
- Mr. Miller advised against Shield Proof Roofing, as the job will have to be done again within one year.
- V.E. Quillen was used to repair the roof on the University guardhouse.

Mr. Ciechanowiecki MOVED to approve V.E. Quillen in the amount of \$3,750 to repair the MPR room roof; and Mr. Popowitz seconded the motion.

- Mr. Miller will ensure there are funds in the budget.

There being no further discussion,

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

- iv. Vista del Sol Reader**
- v. University Gate Hinges Replacement**
- viii. Discussion of Signage for Children Climbing CDD Trees**
- D. District Manager (Continued)**
 - i. Discussion of Wetlands**
 - a. Consideration to Replace ECO Blue as the Vendor Caring for the Lakes and Wetlands**
 - iii. Discussion of Severe Weather Warning System**
 - iv. Discussion of Storm Drain Cleanout**

These items were not addressed.

NINTH ORDER OF BUSINESS

This item was not addressed.

Supervisors' Requests

April 15, 2019

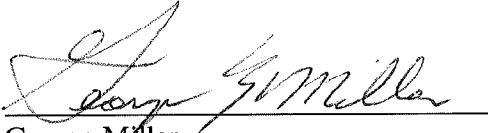
Monterra CDD


TENTH ORDER OF BUSINESS

**Adjournment (Recording Time Stamp
1:08)**

There being no further business,

On MOTION by Mr. Lowe, seconded by Mr. Popowitz, with all in favor, the meeting was adjourned at approximately 7:15 p.m.


George Miller
Secretary


Ricardo Lowe
Chairman