

Montecito CDD  
June 25, 2018

***BOS Meeting***

1. Roll Call
  - A. Board of Supervisors – R. Wellman (Chairperson), E. Henson (Vice Chair), T. Glynn (Supervisor), L. Bradshaw (Supervisor), C. LeCesne (Supervisor)
  - B. Staff – Jason Showe (District Manager), G. Wald (District Counsel), R. McGrath (Amenity Manager), A. Scheerer (GMS), R. Malve (District Engineer – via phone)
2. Public Comment Period
3. Organizational Matters
  - A. Motion to Appoint CL to Vacancy
    - i. **APPROVED UNANIMOUSLY**
  - B. Motion to Approve Resolution 2018-07 Electing Assistant Secretary
    - i. **APPROVED UNANIMOUSLY**
4. Approval of Minutes of May 2, 2018 Meetings as Amended
  - i. **APPROVED UNANIMOUSLY**
5. New Business
  - A. Consideration of Resolution 2018-05 Adopting Policy for Records Retention
    1. **APPROVED UNANIMOUSLY**
  - B. Ratification of Requisitions #938 - #939
    1. **APPROVED UNANIMOUSLY**
  - C. Consideration of Proposals
    - i. Camera
      1. **APPROVED UNANIMOUSLY**
    - ii. Storage Shed
      1. **APPROVED UNANIMOUSLY – NTE \$7k**
    - iii. Wall – Painting Outside
      1. **APPROVED UNANIMOUSLY – 2 coats, only wall**
    - iv. Lighting Proposals
      1. **Bring Back in Sept Meeting**
  - D. Discussion Items
    - i. GMS Field Services Contract
      1. **Bring Back in Sept Meeting**
    - ii. Part Time Admin
      1. Motion to Have Counsel Draft Up Agreement
        - a. **APPROVED UNANIMOUSLY**
    - iii. Discussion of Website
      1. Direction to continue progressing with Database
    - iv. Revised Proposed Rules
      1. Motion to hold Rules Workshop on 7/17 at 6 PM

- a. **APPROVED UNANIMOUSLY**
      - v. Speed Hump Installation
        - 1. Bring Back Photos/Costs at Aug Meeting
      - vi. Resident Request – 395 PL Sidewalks
        - 1. Manager to reply to resident
    - E. Appointment of Audit Committee and Chair
      - 1. **APPROVED UNANIMOUSLY – NTE \$7k**
- 6. Staff Reports
  - A. Staff Reports
    - i. Check Register
      - 1. **APPROVED UNANIMOUSLY**
    - ii. Balance Sheet and Income Statement
    - iii. Facility Manager
    - iv. Field Manager
- 7. Supervisor Request
- 8. Meeting Recess
- 9. Audit Committee Meeting
  - A. Roll Call
    - i. R. Wellman (Chairperson), E. Henson, T. Glynn, L. Bradshaw, C. LeCesne
  - B. Approval of Request for Proposals and Selection Criteria
    - i. With Price Included
      - 1. **APPROVED UNANIMOUSLY**
  - C. Approval of Notice of Request for Proposals
    - i. **APPROVED UNANIMOUSLY**
  - D. Announcement of Opportunity to Bid
    - i. **APPROVED UNANIMOUSLY**
  - E. Meeting Adjourned
    - i. **APPROVED UNANIMOUSLY**
- 10. Reconvened CDD Meeting
- 11. Motion to Approve Audit Committee Recommendations on Selection Criteria and Notice
  - A. **APPROVED UNANIMOUSLY**
- 12. Meeting Adjourned
  - A. **APPROVED UNANIMOUSLY**

**Follow Up:**

- **Next Agenda**
  - **Revised Proposed Rules**
  - **Agreement for Temp Services**

- **Follow-Up**
  - **Class 2 Pruning Quote from Brightview**
  - **Katie – Contact Spectrum regarding Wifi in Clubhouse**