

**MINUTES OF MEETING
MONTECITO
COMMUNITY DEVELOPMENT DISTRICT**

The regular meeting of the Board of Supervisors of the Montecito Community Development District was held on **Wednesday, February 28, 2022** at 10:30 a.m. at the Montecito Beach Club, 208 Montecito Drive, Satellite Beach, Florida.

Present and constituting a quorum:

Larry Bradshaw <i>(via phone)</i>	Chairman
Catherine LeCesne	Vice Chair
Ed Henson	Assistant Secretary
Tanja Glynn	Assistant Secretary
Roger Weinreb	Assistant Secretary

Also present were:

Jason Showe	District Manager
Andy Hatton	GMS
Ginger Wald	District Counsel
Alan Scheerer	Field Manager
Mike Leroy	Paradise Lawns & Landscaping
Mike Jones	Paradise Lawns & Landscaping
Rhonda Mossing <i>(via phone)</i>	MBS Capital Markets
Residents	

The following is a summary of the discussions and actions taken at the February 28, 2022 meeting. A copy of the proceedings can be obtained by contacting the District Manager.

FIRST ORDER OF BUSINESS

Roll Call

Mr. Showe called the meeting to order and called the roll. A quorum was present.

- **Landscaping Update**

Mr. Mike Leroy of Paradise Lawns & Landscaping (Paradise) updated the Board on the following projects.

- The Carlsbad irrigation was completed, but there were a couple of irrigation breaks on the north side by Redondo Drive. Paradise would repair at no cost to the CDD.

- The washout in paver parking area would be cleaned up.
- A couple of palets of sod were added to the Lake Sonoma lake bank. It would be completed today.
- More Muhly grass was added around the small lake behind the Clubhouse on Friday. They will now hard cut the grass and remove weeds.
- The outside wall along Sheerwater was completed. Additional sod was added.
- The water basins were being completed today. They would fill them up with some dirt and Crotons. Seven gallon plants would be provided at the three gallon price.

Mr. Bradshaw noted a paver break on the walkway and dry areas along Shearwater Parkway, questioned when they would be cleaning out the pond fronds and if dirt would be placed to help the sod when they put new sod on Lake Sonoma as there were no nutrients in the bank. Mr. Leroy would have their irrigation tech handle the paver break tomorrow when they were onsite, have someone clean out the pond fronds today, use the dirt pile in the back for the Lake Sonoma lake bank and see if the recently sodded areas along Shearwater Parkway needed extra water. Mr. Henson questioned the status of the new park area and aeration. Mr. Leroy stated the initial cut was delayed another week and would be aerated in a couple of weeks.

Resident (Carol Wellman, Ventura Drive) stated that there were weeds in the grass in the small lake bank area and was told that they would be pulled out last week. Mr. Leroy explained since the new grasses were planted, they must hard cut the rest of them. When they do the hard cut in March, they would clean out the weeds. Mr. Bradshaw asked if the irrigation system was working adequately. Mr. Jones stated the areas that were not working, due to a glitch, were re-programmed last week. They were initially watering twice a day and were now back to watering once a day. Mr. Leroy stated the mulch would either be done today or tomorrow. Ms. LeCesne asked if the glitch caused the District to spend unnecessary funds. Mr. Jones confirmed that the District incurred no costs. Mr. Henson asked why Paradise did not notice the irrigation break under the new paver walkway. Mr. Jones explained that their irrigation contractor, Insight, would not have noticed it as they were only looking at the flow and Paradise was only looking at the irrigation once a month. Ms. Wellman noted something was leaning at the corner of Redondo Drive and Carlsbad Drive, which Mr. Leroy would look at.

Ms. Glynn joined the meeting.

SECOND ORDER OF BUSINESS

Public Comment Period

Ms. LeCesne opened the public comment period and residents addressed the following:

- Ms. Betsy Vincent of Redondo Drive requested an update on the Lake Coquina water sample due to the recent tilapia fish kill and sent an email to Mr. Showe requesting this item for the agenda and another water sample. Information she received from Florida Fish & Wildlife Conservation Commission (FWC) was forwarded to the Board last week.
 - Mr. Showe stated that the water sample was for some algae, which was uploaded to the ticket system. Mr. Scheerer reported that the results received on February 25th found planktonic algae in the southwest corner of Lake Coquina. Additional tests would be conducted by FWC. Mr. Henson questioned Mr. Scheerer's interpretation of their water supply. Mr. Scheerer stated that their lake was not toxic and they did not need to do anything differently. Their low dissolved oxygen was not unique to Satellite Beach. Every stormwater pond suffered from low dissolved oxygen and had a tilapia kill. Mr. Showe stated that ECOR was developing a prescription plan to treat the algae.
- Ms. Carol Wellman of Ventura Drive requested that a notification be sent to the community regarding umbrellas being left open and that cushions be flipped by staff especially after it rained.
 - Ms. LeCesne appreciated Ms. Wellman's efforts to get the new cushions, and asked if Mr. Bradshaw had any recommendations on how Mr. McGrath could address this. Mr. Bradshaw recommended a communication to residents, posting a sign and placing a plastic cover over the cushions. The cushions were cleaned on a regular basis. Ms. Wellman felt that having plastic would compound the problem. Ms. LeCesne requested that Ms. Wellman enter a ticket. Ms. Wellman suggested a method for keeping track of tickets that were issued. Mr. Henson suggested that the Facility Supervisor look at the cushions once a week to identify ones that either need to be flipped or cleaned. Ms. Glynn suggested a small sign on the bottom of

the umbrella reminding residents to close them. Mr. Showe would look into the sign and place a notice in the next newsletter.

- Ms. Betsy Vincent of Redondo Drive requested dog signs for Redondo Drive by the mailboxes on the east end by the field and on CDD property on Carlsbad between Redondo Drive and Clemente Drive. A truck with a trailer was parked on the northeast end for the past three days.
 - Mr. McGrath noticed the vehicle this morning and would place a sticker on it.
- Mr. Doug Glass of Montecito Drive asked if job descriptions were posted for each employee, appreciated the Board's compliance with ADA by having speakers as the acoustics in the room were horrible, suggested placing a microphone in front of each seat and passed around the audience and the HOA splitting the cost of the microphones if used at HOA meetings, noted a Christmas tree in front of a house down the street for over a month and no one noticing it and leaning lamp posts at the east end of Montecito Drive by Simeon Drive and the corner of Carlsbad Drive and Montecito Drive, which were supposed to be straightened when construction was completed, requested a sidewalk at the far end of the last townhome and a shared office between the HOA and CDD and fixing street markings throughout Montecito.
 - Ms. LeCesne stated the job descriptions were on the CDD website, with the exception of Mr. McGrath's position and did not know the cost for additional microphones. Mr. Showe stated the system they had allowed four to five microphones. To have more, they would need a brand new system. Ms. LeCesne requested a price for two additional ones. Ms. Glynn suggested pulling the current microphone closer. Mr. McGrath noticed an echo in the room, which was distorting their voices. Since Mr. Bradshaw was on both the CDD and HOA Boards, Ms. LeCesne felt that the HOA should split the cost with the CDD and that a ticket be entered for the Christmas tree so it was documented. Mr. Showe noted that household trash was the responsibility of the homeowner. Ms. Glynn recalled a rule suspending the access card of a resident leaving debris left on CDD

property. Mr. McGrath obtained an estimate of \$700 to straighten three lamp posts. Mr. Henson recalled that Mr. Showe was going to get with the builder since the posts were identified prior to construction being complete. Mr. Showe was waiting to get a response from the developer. Ms. LeCesne would follow up with Mr. Showe about the sidewalk.

- Mr. Richard Wellman of Ventura Drive recommended using the CDD website as a communication tool versus Town Square and Nextdoor and asked about the landscape lighting.
 - Mr. Henson stated by the time it was approved by the Board, the company they selected did not want to do it. Mr. Showe noted that the Board delayed it until next year's budget was approved. Mr. Wellman asked if the \$300 paid to the CDD by townhome residents could be placed in escrow until construction was complete and then returned if there was no damage. Ms. Wald replied no, as it was an administrative cost to prepare documents.
- Mr. Blake Thomas of Redondo Drive requested that the Board consider the cost to move the fountain to the center of the pond before voting, as the power supply was non-compliant according to the City of Satellite Beach. Heating the pool was a great idea.
- Mr. David Norris of Clemente Drive stated that the fountain in its current location was a selling point when he and his wife moved into the community and asked whether residents were permitted to use the kitchen as it was locked.
 - Mr. Showe stated that the Board decided that the kitchen was not for everyday use and was only permitted through rentals. Ms. Glynn felt that it should be available to residents and was a result of residents not cleaning the kitchen after using it. Ms. LeCesne suggested a checklist or additional deposit. This item will be discussed at the workshop.
- Ms. Janice Beasley of Clemente Drive asked if Mr. McGrath could provide a key to the ladies that live in Montecito for when they decorate the Clubhouse in December.
 - Ms. LeCesne suggested discussing this item at the workshop.

There being no further comments, Ms. LeCesne closed the public comment period.

THIRD ORDER OF BUSINESS

Approval of Minutes of the December 1, 2021 Meeting and the January 5, 2022 Special Meeting

Ms. Glynn and Ms. LeCesne provided corrections to the December 1, 2021 minutes, which were incorporated.

On MOTION by Ms. Glynn seconded by Mr. Weinreb with all in favor the Minutes of the December 1, 2021 Meeting and the January 5, 2022 Special Meeting were approved as amended.

FOURTH ORDER OF BUSINESS

New Business Items

A. Engineering RFQ Bids

Mr. Showe reported that no bids were received and the current engineer resigned. They were trying to find someone to serve in an interim role.

B. Consideration of Proposals

i. 2021 Sidewalk Pressure Washing

Mr. Scheerer presented a proposal from Pressure Wash This to pressure wash and treat all sidewalks, curbs and storm drains within the S. Patrick Drive and Shearwater Parkway gates in the amount of \$11,000. Pressure Wash This was a reputable company that worked in several CDDs, such as Reunion Resort and included a chlorine bath after the pressure washing. No plant material or sod was ever destroyed after their pressure washing.

Mr. Weinreb asked when the sidewalks were last pressure washed and the amount charged. Mr. Showe recalled it was pressure washed two years ago, but the amount was less, as it was before the townhomes were built. Some communities pressure washed every six months. Mr. Scheerer noted Reunion spent \$40,000 each year for pressure washing. Mr. Henson recalled that GMS employees did the last pressure washing. In response to Mr. Henson's question, Mr. Scheerer confirmed that the quote did not include the sidewalk outside of the wall, but it did include the new sidewalk along Carlsbad Drive. Mr. Henson recalled that the Carlsbad sidewalk would not be included because of the construction of the wall and was not happy with only having one estimate. Mr. Showe confirmed that there were three quotes, which were in the ticket system. The quote from Pressure Wash This was the least expensive. Ms. LeCesne questioned the amount budgeted for pressure washing. Ms. Glynn noted that it was \$6,000. Mr. Showe indicated that the additional

\$5,000 would come out of reserves. Ms. Glynn felt that the sidewalks should be done annually and planned for in the budget.

Mr. Richard Wellman of Ventura Drive asked if the area from the S. Patrick Drive gate to the street was included. Mr. Scheerer confirmed that all of the entrances were included and would talk to the vendor about removing the Carlsbad sidewalk and replacing with the sidewalk outside of the wall. Mr. Showe suggested that the Board approve a not-to-exceed amount of \$12,000. Mr. Wellman asked who was responsible for the townhouse driveway aprons. Ms. LeCesne stated that the homeowner was responsible. Mr. Blake Thomas of Redondo Drive requested that Mr. Showe inform residents when the pressure washing was scheduled to give them the opportunity to hire the vendor to pressure wash their driveways at a reduced rate. Mr. Scheerer requested that residents contact them after the CDD work was completed.

On MOTION by Ms. Glynn seconded by Ms. LeCesne with all in favor the proposal from Pressure Wash This to pressure wash and treat all sidewalks, curbs and storm drains in a not-to-exceed amount of \$12,000 was approved.

ii. Holiday Lighting

Mr. Showe presented a proposal from Holiday Lightsapes for both entrances and the Clubhouse in the amount of \$21,150. He reached out to the HOA to see if they were interested in participating and providing funds to assist the District but had not received a response. Ms. Glynn was not in favor of spending \$21,150 for something that was temporary. *After further discussion, there was Board consensus to not proceed with this proposal, due to the amount and include on the workshop agenda.*

iii. Street ID Markers

Mr. Showe presented a list of all street ID markers and a proposal from FastSigns in the amount of \$3,661.80. Staff's recommendation was to replace 18 street ID markers in the single-family side as the ones on the townhome side were in good shape. This did not include a missing pole and hardware on Monterey Drive, which Mr. Scheerer estimated to cost \$1,500. Mr. Showe reached out to the builder for the street sign on the corner of Montecito Drive and Carlsbad Drive. Ms. LeCesne asked if there was a warranty. Mr. Showe noted no warranty, but if they lasted less than a year, they could purchase new ones. Discussion ensued.

Ms. LeCesne moved to approve the proposal from FastSigns to replace 18 street ID markers identified by the District Manager in the single-family homes only and a missing pole in a not-to-exceed amount of \$4,000 and Mr. Weinreb seconded the motion.

Mr. Henson asked if Mr. Showe identified each sign that needed to be replaced, including the white and green signs at the entranceways. Mr. Showe confirmed all of the signs that needed to be replaced. Mr. Henson was not prepared to replace the townhome street ID markers. Discussion ensued.

On VOICE VOTE with all in favor the proposal from FastSigns to replace 18 street ID markers identified by the District Manager in the single-family homes only and a missing pole in a not-to-exceed amount of \$4,000 was approved.

iv. Underwriting Services

Mr. Showe stated that staff recommended refinancing the outstanding 2006 bonds for the purpose of decreasing assessments and introduced Ms. Rhonda Mossing of MBS Capital Markets (MBS), who presented a proposal to serve as Underwriter. The underwriting fee was greater than \$50,000 or 2% of the total par amount of bonds issued but would not be paid until the bonds were closed. Mr. Henson questioned the process for refinancing the bonds. Mr. Showe stated that the first step was selecting the Underwriter. Mr. Weinreb asked why they wanted to replace the 2006A bonds. Mr. Showe noted that the Board could get a better interest rate and lower assessments. Ms. Wald had no legal objection or issue with the agreement from MBS.

**Ms. Mossing's comments could not be heard by the transcriber as she was attending via speakerphone.*

Mr. Bradshaw moved to retain MBS Capital Markets, LLC for underwriting services in the amount greater than \$50,000 or 2% of the total par amount of bonds issued to be paid out of the bonds at closing and Ms. LeCesne seconded the motion.

Mr. Henson understood that there was no financial obligation on behalf of the District and this was recommended by GMS. Mr. Showe stated MBS was the only firm willing to handle this

issuance with the complexities of the District and the relatively small issuance of \$4 million in bonds.

On VOICE VOTE with all in favor retaining MBS Capital Markets, LLC for underwriting services in the amount greater than \$50,000 or 2% of the total par amount of bonds issued to be paid out of the bonds at closing was approved.

v. Discussion of Amenity Grout Cleaning

Mr. Showe obtained three quotes for amenity grout cleaning and recommended the quote from Coverall in the amount of \$2,200. All quotes were in the ticket system. Stanley Steamer quoted \$1,862 but did not provide as much of a sample as Coverall did. At the Board's request, Mr. Showe would include all proposals in future agendas. Mr. McGrath was more comfortable with Coverall, even though their proposal was higher as they provided an adequate job with a better product. Stanley Steamer provided a sample of a very small area versus Coverall, who did the entire kitchen. Mr. Henson liked Stanley Steamer as they were a nationwide company and guaranteed their work. *There was a pause in the meeting while the Board evaluated the sample area in the bathroom.* Ms. Glynn commented that Coverall's sample looked better and brighter versus Stanley Steamer's that still looked dirty. Mr. McGrath noted that Coverall did the entire floor while Stanley Steamer only did the grout.

On MOTION by Ms. Glynn seconded by Mr. Bradshaw with Ms. LeCesne, Mr. Weinreb, Mr. Henson and Ms. Glynn in favor and Mr. Bradshaw dissenting, the proposal from Coverall for machine shrub and grout cleaning of all floors at the Montecito Beach Clubhouse in the amount of \$2,200 was approved. (Motion Passed 4-1)

vi. Neighborhood Announcement Signs

Mr. Showe spoke to the vendor and there was no additional warranty on the signs past the two years. They come in dust proof and waterproof grade. A sample was provided in the agenda. He reached out to the HOA to see if they would be willing to assist in the cost but had not received a response. Ms. LeCesne questioned the cost. Mr. Showe stated it was \$13,337 for two signs. Mr. Weinreb was not in favor of having LED signs. The current signs may not be ideal, but they were

functional. Ms. Glynn disagreed, as the current signs did not look good. Mr. Bradshaw suggested discussing further at the workshop. *There was Board consensus.*

C. Discussion Items

i. Lake Pacifica Fountain

Ms. Glynn requested at the workshop that she be contacted by District Counsel to see if there were any recommendations but had not heard anything. Ms. Wald spoke to a few people and was expecting to hear from the Board. Mr. Blake Thomas of Redondo Drive suggested running conduit under the fountain for safety purposes. Mr. Bradshaw requested that staff obtain more prices and alternatives and bring to the workshop. Ms. LeCesne recalled the following three options:

1. Leaving the fountain in its current location, which would not cost the District, but it would not be in line with the original image and community planning and would only benefit a minority of the population. An official blueprint from 2008 showed the fountain in the center of the fully expanded pond. The CDD owned the fountain and it was not exclusive to any resident.
2. Center the fountain in accordance with the other fountains and the original planned community, at a cost of \$1,000.
3. Add a second fountain, at an additional cost of \$18,000, but this would set a precedent.

Ms. Glynn recalled at previous workshops some residents wanted to assess residents for the second fountain, but she believed that the District could not do that. Ms. Wald explained if residents wanted to donate money to the District for a District improvement, they could do that, but it would be the District's money for the Board to utilize as they see fit. If the District wanted to put in a new improvement, it must be a District-wide benefit that would come from the District's operation and maintenance (O&M) expenses. Mr. Weinreb pointed out that when bulbs were replaced, the fountain was moved closer to the center and was still functioning. So, whatever electrical requirements were there at that time, were probably still in place and additional costs to move it back, did not exist. The only cost would be for the labor. Mr. Henson was not in favor of purchasing another \$25,000 fountain. Ms. Betsy Vincent of Redondo Drive asked if there would only be a labor cost to move it back closer to the center because it did work when it was "*accidentally moved*" further east. Mr. Richard Wellman of Ventura Drive felt that the Lake

Pacifica fountain should be moved closer to the middle for consistency, as all of the other fountains were close to the middle. Mr. Doug Glass of Montecito Drive felt that the fountain should be centered as much as it could go without replacing the electrical service as maintenance costs were expensive to replace pumps. Mr. Bradshaw noted that they did not have a proposal. Ms. Wald stated if the direction of the Board was to center the fountain, Mr. Showe would obtain a proposal. There must also be a permit.

Mr. Henson moved to engage a vendor to move the Lake Pacifica fountain to the center of the lake in a not-to-exceed amount of \$5,000 and Ms. LeCesne seconded the motion.

Ms. Glynn felt there was not enough information to make a decision. Ms. LeCesne thanked Mr. Thomas for suggesting running conduit under the fountain and asked if Ms. Glynn wanted additional legal information. Ms. Wald noted if the proposal was more than \$5,000, it would come back to the Board. Ms. Glynn asked if Ms. Wald was comfortable moving forward. Ms. Wald replied affirmatively. Ms. Barbara Fowle (136 Clemente Drive) recalled that when the fountain pump was repaired, the vendor did not re-center it and asked if the fountain could be moved back. Mr. Showe stated that was not the motion on the floor and the Board must make that decision.

Engaging a vendor to move the Lake Pacifica fountain to the center of the lake in a not-to-exceed amount of \$5,000 by roll call vote:
 Supervisor Weinreb: Nay.
 Supervisor Henson: Aye.
 Supervisor LeCesne: Aye.
 Supervisor Glynn: Aye.
 Supervisor Bradshaw: Nay.
 Motion Passed 3-2.

ii. Stop Signs/Stop Bars Mission Bay

Mr. Showe recalled two separate requests; one would be to add stop signs on Mission Bay Drive prior to leaving the community and the other to post No Parking signs from the beach area, which required an amendment to the parking rules. Ms. LeCesne was in favor of installing the stop signs. Ms. Glynn did not think stop signs were needed, but the No Parking signs were necessary as there was a greater risk of hitting a child playing. Mr. Henson proposed instructing the Facility

Supervisor to have cars parked in that area ticketed or towed as it caused a hazard and revisiting at the April workshop. The Board agreed.

iii. Pool Heater

Mr. Showe noted a one-time cost of around \$30,000 for the heater and fuel and \$24,000 per year in ongoing fuel and maintenance costs. Ms. LeCesne recalled that multiple residents complained about keeping the pH balance and black algae from growing, access to the pool and having the pool vendor address certain issues. It was a continuous cost to maintain the pool and the costs would be astronomical. Mr. Blake Thomas of Redondo Drive felt that the pool heater provided benefits that were measurable to all residents and wanted actual costs. Mr. Showe stated this was the actual cost based on other facilities that they manage. Fuel costs could not be determined as costs fluctuated and they did not know how much fuel it would take to heat the pool. Mr. Henson noted that all residents wanted the pool to be heated but felt that it should be discussed during the budget process so they had a good picture of their finances. Ms. Glynn agreed and felt that they needed to look at the capital projects planned for next year to see if it could be included.

iv. Playground Awning

Mr. Showe was waiting for the vendor to provide quotes but estimated approximately \$40,000 to \$50,000. He suggested waiting until the full playground was replaced. The Board agreed.

FIFTH ORDER OF BUSINESS

Staff Reports

A. District Counsel

Ms. Wald requested that the Board authorize staff to engage an engineer to prepare the Stormwater Needs Analysis Report as it was due by June 30th. Mr. Showe may engage the current District Engineer because of their familiarity with the District. Ms. LeCesne questioned the cost. Mr. Showe stated they range from \$2,500 to \$25,000.

<p>On MOTION by Ms. LeCesne seconded by Ms. Glynn with all in favor authorizing staff to engage the services of a professional engineer to prepare the Stormwater Needs Analysis Report in a not-to-exceed amount of \$25,000 was approved.</p>

Mr. Showe reported that a demand letter was sent to the individual who hit the tree for \$15,000. They have no insurance and their car was not registered. There has been no response, so the Board could take further legal action. If the Board did not want to replace the tree, it could be stump grinded and turf placed over the top. Mr. Henson preferred to have the tree stump grinded and asked whether the District could still recoup \$14,000. Mr. Wald stated that the District could recoup the value of the tree regardless of whether or not it was replaced. Mr. Henson questioned what the next legal step was and if there were any costs. Ms. Wald advised that the next step was filing the lawsuit, but there was a cost for putting the lawsuit together, the filing fee for filing the lawsuit with Brevard County and proceeding with the lawsuit. That was the only recourse the District had to hold them accountable and recommended sending another demand letter stating that the Board was considering bringing a lawsuit against them. Mr. Henson felt that it did not make sense to file a lawsuit if there was no chance of receiving any money. Ms. Wald stated if a traffic citation was issued, Mr. Showe could make a claim for restitution. There was Board consensus for Mr. Showe to proceed with filing for restitution and the stump grinding.

Mr. Weinreb left the meeting.

B. District Engineer

Mr. McGrath reported that the meter for the artesian well at Pump Station #1 must be replaced as it has not been functioning for over a year. Mr. Malavé was supposed to handle this but failed to do so. The District was permitted to use 41,000 gallons of water per day, but because it was not functioning, they could not track the water usage. Mr. Scheerer asked Mr. McGrath to show him the meter after the meeting.

C. District Manager

i. Consideration of Check Register(s)

On MOTION by Ms. Glynn seconded by Mr. Henson with all in favor the Check Register for December 1, 2021 to December 31, 2021 in the amount of \$423,496.81 and for January 1, 2022 to January 31, 2022 in the amount of \$104,778.25 were approved.

ii. Balance Sheet and Income Statement

Mr. Showe reported no action was required. All items were falling in line with the budget and assessments were 96% collected. A resident requested a refund for their car being towed at the Amenity Center and for signage to be posted stating that parking was for 72 hours only. In accordance with the rules, Mr. Showe felt that they were ticketed and towed appropriately. Mr. Scheerer recommended one sign at each entrance. *There was Board consensus to post the signs.*

D. Facility Manager

Mr. McGrath was happy to be back and would start on his tasks tomorrow.

E. Field Manager

Mr. Scheerer felt that the ticket system was amazing. GMS installed the new grates. Mr. Andy Hatton was replacing Mr. Viasalyers who left GMS. GMS has been onsite every week for the last four weeks including today's meeting and found two matching pots on Saturday for the main entrance. They need two more pots. Mr. Henson asked whether they needed four identical pots. Ms. LeCesne preferred that staff purchase two pots in brown to match the door. There was Board consensus for staff to purchase the two pots, if they were still available.

SIXTH ORDER OF BUSINESS**Supervisor's Requests**

Mr. Henson welcomed Mr. Hatton, noting that he was unhappy with the current agreement with GMS for field management services and wanted to revisit it. Mr. Showe requested direction from the Board on the scope and frequencies so he could bring a proposal to the workshop. Ms. LeCesne suggested engaging a part-time administrative person to supplement Mr. McGrath, a Field Manager to provide the same services that Mr. Viasalyers was providing, consulting with a property management company and having an onsite Field Manager. Mr. Henson preferred having a full-service employee. Ms. Wald noted that many communities of similar size retained professional property management companies to provide full-time employees. At the direction of the Board, Mr. Showe would provide proposals at the next meeting.


Ms. Glynn questioned the status of the HOA having an office at their facility. Mr. Showe stated this item was placed on hold as the HOA did not want to pay the construction costs. Ms. Glynn appreciated the follow-up with the irrigation and asked if the privacy bushes needed to be approved. Mr. Showe was waiting for the path to be filled in first. Ms. LeCesne noted that a stripe

was missing at the two space vehicle parking on Ventura Drive and asked if staff was looking into a better audio system. Mr. Showe stated that staff was getting proposals. Ms. LeCesne would enter a ticket for the bollards and S. Patrick Drive markings. Mr. Henson noted there was no handicap dome on the south side of the pedestrian gate by the mailboxes on Montecito Drive. Mr. Scheerer was handling it.

SEVENTH ORDER OF BUSINESS

Adjournment

On MOTION by Ms. LeCesne seconded by Ms. Glynn with all in favor the meeting was adjourned.



Secretary/Assistant Secretary



Chairman/Vice Chairman