

Coast Village Improvement Association
Interim Board of Directors'
Annual Meeting
Thursday November 16, 2023 – 8:30 a.m.
Montecito Inn Meeting Room
1295 Coast Village Road, Santa Barbara
or by Zoom

<https://us06web.zoom.us/j/5900590287?pwd=ZDdNbFhadEt4STNtQmFyMEhWemVVUT09>

Meeting ID: 590 059 0287

Passcode: 2023

- I. Reception - Mingle with guests
- II. Welcome and call to order
- III. Roll Call
- IV. Changes to the Agenda
- V. Public Comment
- VI. Review and approve October 19, 2023 Board minutes (**Action Item**)
- VII. Treasurer's Report: Michael Chenoweth
Public Comment
- VIII. Presentation of 2024 Slate by the Nominating Committee:
Vote on Coast Village Association incoming BOD (**Action Item**)
- IX. Rotating Board – Motion for blind determination “draw straws” for deciding rotation: 1-year and 2-year terms
- X. President’s Report:
Public Comment
- XI. Executive Director’s Report
Public Comment
- XII. Task Force Updates
 - District Identity – Robert Miller
 - Streets & Safety – Trey PinnerPublic Comment
- XIII. New Business
- XIV. Next CVIA Board meeting will be Thursday, January 18, 2024 @ 8:30 a.m., Montecito Inn (To be confirmed)

Attachments:

Financials (October 2023)

Streets & Safety Pavement project phasing document

MINUTES

Coast Village Improvement Association
Interim Board of Directors Meeting
Thursday October 19, 2023 – 8:30 a.m.

Montecito Inn Meeting Room
1295 Coast Village Road, Santa Barbara
or by Zoom

<https://us06web.zoom.us/j/5900590287?pwd=ZDdNbFhadEt4STNtQmFyMEhWemVVUT09>

Meeting ID: 590 059 0287

Passcode: 2023

- I. Welcome and call to order
 - II. Roll Call *Mike Chenoweth traveling, absent, Jeff Harding Zoom, Michael MacElhenny Zoom*
 - III. Changes to the Agenda *None*
 - IV. Public Comment *None*
 - V. Review and approve September 21, 2023 Board minutes (**Action Item**) *Motion to approve Suzi Schomer, Rob Kooyman 2nd, no objections*
Public Comment *None*
 - VI. Treasurer's Report: Michael Chenoweth – *No report due to travel, excused absence*
Public Comment *None*
 - VII. President's Report:
 - Nominating committee
Letter has been mailed out with nomination form via US Mail to property owners (30 days in advance)
 - Annual Meeting *November 16, 2023 @ Montecito Inn. Refreshments served. Presentation of the 2024 Slate*
 - Parklets: Tuesday meeting 10/17 at 2 p.m., City Hall
 - 1. *Parklets (safety was a highly prioritized topic, and city process was disclosed)*
 - a. *Tangible recommendations*
 - *Outdoor dining*
 - *ADA regulations*
 - *Fire Safety*
 - *Continuity*
 - *Concrete barrier outside of the parklets*
 - *Bathrooms to new square footage*
 - b. *Coast Village Road to discontinue parklets*
 - 2. *Presented a letter to SB city council and Mayor. Based on topics agreed in last meeting.*
 - 3. *Thursday meeting at 9 a.m. with property owners that have parklets*
- Public Comment

VIII. Executive Director's Report

Events:

1. *Ghost Village Road Tuesday October 31, 2023*
2. *Coast Village Week November 12-18, 2023*
3. *Holiday Sip and Stroll w/Tree lighting Thursday December 7th 3 p.m.– 6 p.m.*
 - a. *Christmas contest (no theme this year at late date, but next year)*

Coast Village Holiday Window Decoration Contest
#1 Best in Show (mix of vote by judges and the public)
#2 Public vote (Popular)
#3 Most creative

b. Marketing

- *Website: Viewed website*
- *Logo: Discussion and Board handout of logo options to choose options*

Public Comment - *Bob Ludwig would we want to use Montecito in logo?*

(Action Item) Motion to not use Montecito on logo Robert Miller, 2nd Suzie Schomer, No Opposition (Kevin and Jason abstained)

IX. Task Force Updates

- District Identity – Robert Miller
 - *Montecito Community Association would like to Sponsor the Roundabout, due to timing we moved their sponsorship towards Christmas Decorations*
 - *Trees been delivered, banner arms are up, hold on electricity at this time but will get in place for Holiday decorations. Waiting on paving the road to update.*
- Streets & Safety – Trey Pinner
 - *Derrick Bailey (City of Santa Barbara) has received the bids on paving work and will meet with us on timing*

Public Comment *None*

X. New Business *None*

XI. Next Interim CVIA Board meeting will be our Annual Meeting: Thursday, November 16, 2023 @ 8:30 a.m., Montecito Inn (To be confirmed)

Adjourned 10:12 a.m.

Coast Village Improvement Association
Profit & Loss
 January through October 2023

	Jan - Oct 23
Ordinary Income/Expense	
Income	
Direct Public Support	
Government Grants	135,607.20
Total Direct Public Support	135,607.20
Incentive Income	1.97
Total Income	135,609.17
Expense	
Admin/Program Management	
Bank Fees	77.70
Development	186.78
Directors & Officers	30,000.00
Financial Reporting/Accounting	2,512.50
General Liability Insurance	2,336.00
Meeting Expenses	63.84
Office Expenses	887.60
Parking	3.00
Postage	457.00
Professional Services	1,125.00
Total Admin/Program Management	37,649.42
Contingency/City Fees/Reserves	
Delinquencies/Fees/Reserves	600.00
Total Contingency/City Fees/Reserves	600.00
District Identity & Placemaking	
Branding & Image Enhancement	1,500.00
Holiday/Seasonal Decorations	17,898.51
Marketing	92.07
Website Development	3,000.00
Total District Identity & Placemaking	22,490.58
District Maintenance	
Contracted Maintenance	16,000.00
Holiday/Seasonal Maintenance	20,000.00
Total District Maintenance	36,000.00
Donation	
Non-Public Donation	25.87
Total Donation	25.87
Total Expense	96,765.87
Net Ordinary Income	38,843.30
Net Income	38,843.30

Coast Village Improvement Association
Balance Sheet
As of October 31, 2023

	<u>Oct 31, 23</u>
ASSETS	
Current Assets	
Checking/Savings	
Montecito Bank & Trust-Checking	200,116.76
Total Checking/Savings	<u>200,116.76</u>
Total Current Assets	<u>200,116.76</u>
TOTAL ASSETS	<u>200,116.76</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
MB&T - Credit Card	41.21
Total Credit Cards	<u>41.21</u>
Total Current Liabilities	<u>41.21</u>
Total Liabilities	41.21
Equity	
Unrestricted Net Assets	161,232.25
Net Income	38,843.30
Total Equity	<u>200,075.55</u>
TOTAL LIABILITIES & EQUITY	<u>200,116.76</u>

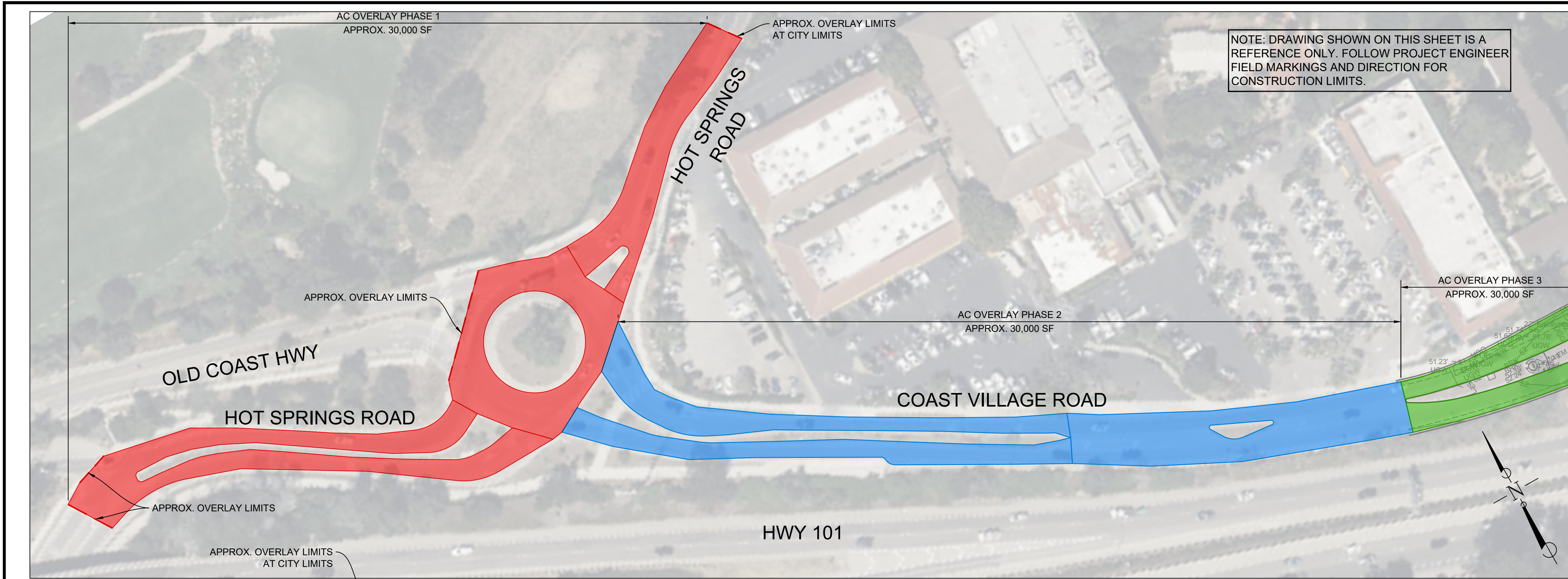
11:47 AM

11/06/23

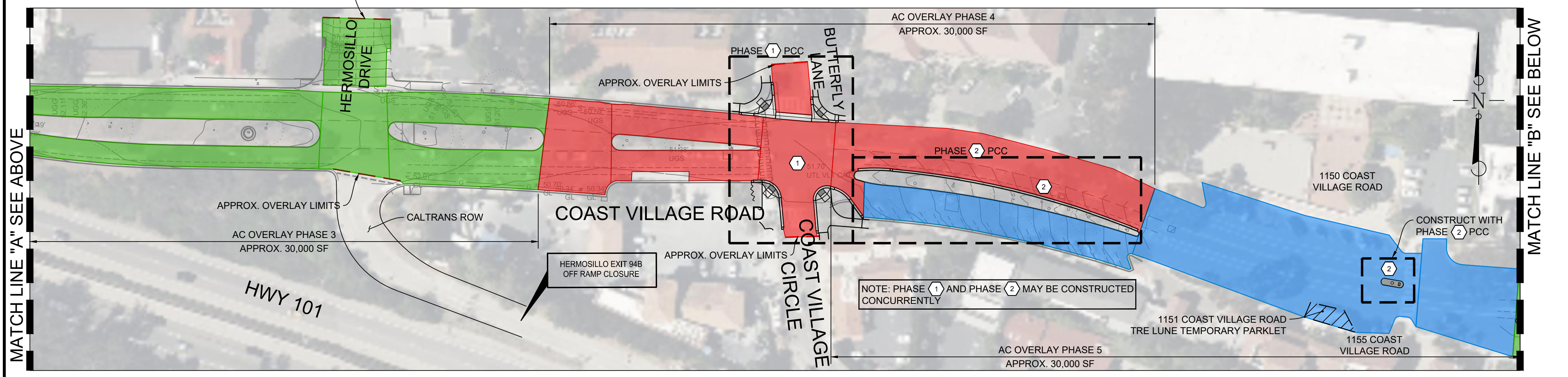
Cash Basis

Coast Village Improvement Association
Transaction Detail By Account
 January 2022 through October 2023

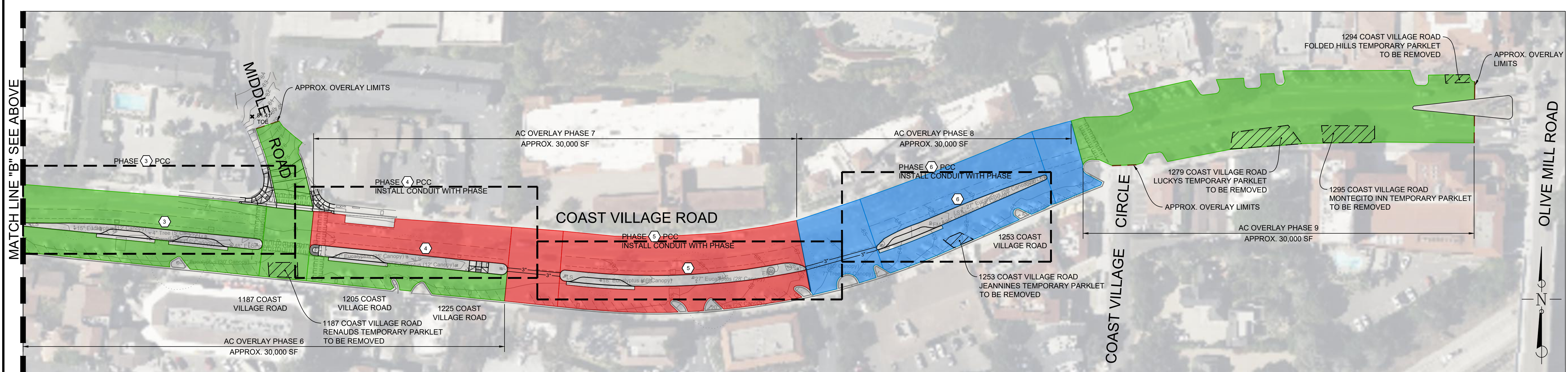
Type	Date	Num	Name	Memo	Clr	Split	Original Amount	Paid Amount	Balance
Direct Public Support									
Government Grants									
Deposit	12/23/2022		Santa Barbara County	By-Yearly Grant		Montecito Ban...	161,365.94	161,365.94	161,365.94
Deposit	04/28/2023		Santa Barbara County	Santa Barbar...		Montecito Ban...	134,728.81	134,728.81	296,094.75
Deposit	05/31/2023		Santa Barbara County	Santa Barbar...		Montecito Ban...	0.61	0.61	296,095.36
Deposit	06/30/2023		Santa Barbara County	Santa Barbar...		Montecito Ban...	766.62	766.62	296,861.98
Deposit	10/27/2023		Santa Barbara County	Santa Barbar...		Montecito Ban...	111.16	111.16	296,973.14
Total Government Grants								296,973.14	296,973.14
Total Direct Public Support								296,973.14	296,973.14
TOTAL								296,973.14	296,973.14



- COAST VILLAGE ROAD PHASING PLAN - HOT SPRINGS ROAD TO OLIVE MILL ROAD:**
- ALL WORK SHALL BE PERFORMED IN COMPLIANCE WITH THE SPECIFICATIONS.
 - ALL WORK TO BE COORDINATED WITH COAST VILLAGE IMPROVEMENT ASSOCIATION.
 - ALL TRAFFIC CONTROL SHALL BE PLACED IN CONFORMANCE WITH THE CAMUTCD - CURRENT EDITION.
 - ALL CMB'S (CHANGEABLE MESSAGE BOARDS) SHALL BE PLACED A MINIMUM OF 3 WEEKS PRIOR TO COMMENCEMENT OF THE WORK ON MISSION STREET (BOTH DIRECTIONS) AND ON ALL INTERSECTING STREETS, INCLUDING BUT NOT LIMITED TO DE LA VINA, BATH, AND CASTILLO STREETS.
 - ALL DETOURS SHALL BE REVIEWED AND APPROVED BY THE ENGINEER A MINIMUM OF 2 WEEKS PRIOR TO COMMENCEMENT OF THE WORK.
 - ANY DEVIATION OR CHANGE IN TRAFFIC DETOURS SHALL BE APPROVED IN ADVANCE BY THE ENGINEER.
 - THE PHASING PLAN SHALL BE REVIEWED AND APPROVED BY THE ENGINEER A MINIMUM OF 3 WEEKS PRIOR TO COMMENCEMENT OF THE WORK.
 - ANY PROPOSED DEVIATION OR CHANGE TO THE PHASING PLAN SHALL BE PROVIDED IN WRITING BY THE CONTRACTOR A MINIMUM OF 2 WEEKS IN ADVANCE OF THE REQUESTED CHANGE AND APPROVED BY THE ENGINEER PRIOR TO IMPLEMENTATION OF THE REQUESTED CHANGE.
 - PEDESTRIAN AND BICYCLE TRAFFIC SHALL BE MAINTAINED 24 HOURS A DAY, 7 DAYS A WEEK.
 - SIDEWALK ACCESS SHALL BE CONTIGUOUS ON ONE SIDE OF THE STREET AT ALL TIMES. PEDESTRIAN DETOURS SHALL BE PROVIDED AND MAINTAINED AT ALL TIMES.
 - STEEL PLATES SHALL BE PROVIDED SO THAT TRAFFIC CAN BE MAINTAINED AT ALL TIMES.
 - ALL RAMPS CLOSURES ASSOCIATED WITH MISSION STREET WORK SHALL REQUIRE A CALTRANS PERMIT AND CONTRACTOR SHALL COMPLY WITH ALL PERMIT CONDITIONS.
 - CONTRACTOR SHALL COORDINATE WITH AFFECTED BUSINESSES A MINIMUM OF 2 WEEKS PRIOR TO COMMENCEMENT OF THE WORK FOR ALL PHASES.
 - ALL UTILITIES INCLUDING BUT NOT LIMITED TO WATER VALVES, MANHOLES, CLEANOUTS AND GAS VALVES SHALL BE LOWERED, ON WEEKEND DAYS, PRIOR TO COMMENCEMENT OF ASPHALT GRINDING PHASE OF WORK. ALL LOWERED UTILITIES SHALL BE ADJUSTED TO FINISH GRADE WITHIN 10 WORKING DAYS AFTER COMPLETION OF HOT MIX ASPHALT OVERLAY, ON WEEKEND DAYS. TYPICAL.
- PCC PHASING PLAN SPECIFICS:**
- PCC PHASE 1 - BUTTERFLY LANE INTERSECTION - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. ONLY ONE (1) ACCESS RAMP SHALL BE CONSTRUCTED AT A TIME.
 - PCC PHASE 2 - ISLAND MEDIAN - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND SHALL BE MOVED TO NORTH SIDE OF STREET. PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANE AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES.
 - RRFB MEDIAN - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANES AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES.
 - PCC PHASE 3 - ISLAND MEDIAN AND MIDDLE ROAD INTERSECTION - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND SHALL BE MOVED TO NORTH SIDE OF STREET. PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANE AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES. ONLY ONE (1) ACCESS RAMP SHALL BE CONSTRUCTED AT A TIME.
 - PCC PHASE 4 - MIDDLE ROAD INTERSECTION AND ISLAND MEDIAN - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND SHALL BE MOVED TO THE NORTH SIDE OF STREET. PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANE AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES. ONLY ONE (1) ACCESS RAMP SHALL BE CONSTRUCTED AT A TIME.
 - PCC PHASE 5 - ISLAND MEDIAN - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND SHALL BE MOVED TO THE NORTH SIDE OF STREET. PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANE AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES.
 - PCC PHASE 6 - ISLAND MEDIAN - TRAFFIC IN BOTH DIRECTIONS (2-WAY) SHALL BE REDUCED TO ONE LANE IN EACH DIRECTION AND SHALL BE MOVED TO THE NORTH SIDE OF STREET. PROVIDE MIN. 12'-WIDE TRAFFIC LANES, TYPICAL. CLOSE ADJACENT ANGLE PARKING DRIVE AISLE AND ACCESS TO PARKING DURING CONSTRUCTION. POST TEMPORARY NO PARKING SIGNS ON BOTH NORTH AND SOUTH SIDE OF THE STREET ALONG CONSTRUCTION PHASE ZONE. CLOSE BIKE LANE AND MAINTAIN SHARED ACCESS FOR BOTH BIKE AND MOTOR VEHICLE ACCESS IN TRAFFIC LANES.



- MATCH LINE "A" SEE BELOW**
- MATCH LINE "B" SEE BELOW**



PROVISIONS SHALL BE MADE TO ACCOMMODATE FRIDAY FARMERS MARKET DURING ISLAND WORK.

CONCRETE WORK SHALL BE PERFORMED IN SPRING 2024 ON MONDAYS THROUGH FRIDAY BETWEEN THE HOURS OF 7:00 A.M. AND 5:00 P.M. UNLESS OTHERWISE SPECIFIED OR DIRECTED BY THE ENGINEER.

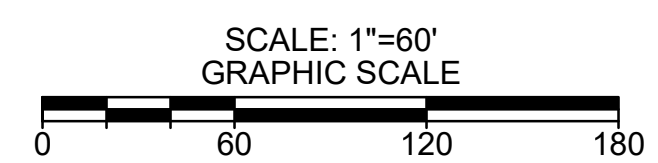
PAVING WORK SHALL BE PERFORMED AT NIGHT MONDAY THROUGH THURSDAY BETWEEN THE HOURS 7:00 P.M. AND 6:00 A.M. UNLESS OTHERWISE SPECIFIED OR DIRECTED BY THE ENGINEER.

PERFORM PAVING WORK BETWEEN SEPTEMBER 15TH AND OCTOBER 25TH 2024.

ISLANDS WILL BE BUILT ONE AT A TIME, UNTIL COMPLETE, THEN MOVE TO THE NEXT ISLAND.

CONDUIT INSTALLATION SHALL BE PERFORMED CONCURRENTLY WITH PCC PHASING IMPROVEMENTS TO REDUCE THE FREQUENCY OF ROAD CLOSURES WHERE POSSIBLE. CONDUIT PCC PHASING SHALL BE REVIEWED AND APPROVED IN ADVANCE.

PHASING PLAN
 COAST VILLAGE ROAD OVERLAY
 FY24B PAVEMENT MAINTENANCE PROJECT
 CITY OF SANTA BARBARA, CALIFORNIA



F&A FLOWERS & ASSOCIATES, INC.
 115 W. Canon Perdido Street
 Santa Barbara, CA 93101
 Telephone (805) 966-2224
 PRELIMINARY
 CIVIL ENGINEERING • PLANNING
 CONSTRUCTION ENGINEERING BY: NOT FOR CONSTRUCTION DATE: 10/06/2023