

**REGULAR MEETING #550
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES**

**June 30, 2009
OPEN MEETING – 6:30 PM
Palisades United Methodist Church
27002 Camino de Estrella, Capistrano Beach, CA 92624**

A. CALL TO ORDER

President Laster called the regular meeting to order at 6:33 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Directors Present: Laster, Bell, Levinson and Schwartz
Directors Absent: Bancroft
Staff Present: Manager Russell
Guests Present: Securitas Branch Manager Russell Willmon

D. PUBLIC COMMENTS

Sandy Hoose, 35565 Beach Road, stated he felt the Board was premature in hiring the consulting services of Dave Gutierrez in the special meeting held on June 12th. Director Schwartz explained that Mr. Gutierrez has been close to the entry improvement project since its beginning and he was the only individual that the Board was comfortable with. Dave Gutierrez was hired to manage the entitlement process for the proposed community entry improvement project.

E. APPROVAL OF MINUTES

1. Meeting #549 of May 26, 2009

Motion was made by Vice President Bell, seconded by Director Levinson and passed 4-0 (Director Bancroft absent) to approve the minutes of meeting #549 on May 26, 2009.

2. Special meeting of June 12, 2009

With Director Bancroft absent tonight, there was not a quorum of directors (who were present at the June 12 meeting) to approve the minutes. This item will have to be moved to the next Board meeting in July.

F. SECURITY ACTIVITY REPORT

1. The monthly report for May, 2009 was presented for review.

Securitas Branch Manager Russell Willmon reported that the regular graveyard patrol officer, Dean Junasa, was being commended by Securitas for his outstanding performance over the past several months. Mr. Junasa has been punctual in arriving at work and his performance has been excellent. Staff was directed to acknowledge Mr. Junasa with a gift certificate to a local Dana Point restaurant. President Laster asked staff to begin reporting more of the actual traffic warnings issued by our traffic officer, Matt Sokol.

G. FINANCIAL REPORT

1. *The claims and transmittals were presented for review.*
2. *Monthly expenses and year to date reports through May were presented for review.*
There were no comments.

3. *Collection of fees for services.*

Manager Russell reported on the following:

Development Impact Fees

- 35797 - remodel valued at \$50,000 (\$1974.96) - ***Paid***
- 35057 - new home valued at \$688,000 (\$6373.00) - ***UNPAID***
- 35755 - new home valued at \$528,800 (\$5784.00) - ***Paid***

Total DIF unpaid as of 5/30/09	\$ 6373.00
Total DIF collected this fiscal year	\$ 25,920.76
Total DIF collected since the program began	\$ 82,668.00 (approx. figure)

User Fees (fiscal year cycle)

All User Fees are paid in full – the new fiscal year billing goes out in July.

RR Parking Fees (calendar year cycle)

The billing for 2009 is paid in full – 2010 billing goes out in November

Summer Trash Collection Program/Fees (summer only)

Fees for the prior summer are paid in full – new fiscal year billing goes out late July or early August.

4. *Review of proposed draft budget for FY2010*

Mgr. Russell explained that the Board has not yet had an opportunity to fully review the proposed budget and scheduled a workshop meeting to be held on Tuesday, July 7th for this purpose. It is expected that the budget would then be approved at the July Board meeting later in the month.

H. COMMITTEE REPORTS

1. *LCP Committee*

There was no report from the LCP Committee.

2. *CBRA Activity Report including Quality of Life Committee*

CBRA co-Chairman David Wilson reported that the annual summer potluck party will be held once again at the home of Wayne Schafer on Saturday, August 29th.

I. MANAGER'S REPORTS

The manager reported on the following items:

1. *Update on Entrance Improvement Project*

With the hiring of Dave Gutierrez to take over the entitlement process on June 12, it is too early to report on his progress other than to say he is preparing for a comprehensive report to

be submitted to the Board in time for the July Board meeting. This report will consist of a carefully prepared project cost estimate, landscape concept drawings and an update on where the project stands as of the end of July.

2. *Review of Manager's Priority List*

Staff was asked to include an item for the cost of installing a video camera at the community exit that records drivers, their vehicles and license plates for use in identification in case of reported burglaries and thefts.

J. OLD BUSINESS

There was no old business

K. NEW BUSINESS

There was no new business

L. WRITTEN COMMUNICATIONS

There were no written communications

M. BOARD AND STAFF COMMENTS

There were no comments.

N. ADJOURNMENT

The meeting was officially adjourned at 8:00 PM.

ATTEST:

State of California)
County of Orange)ss
Capistrano Bay District)

I, Donal S. Russell, Manager of the Capistrano Bay Community Services District hereby certify that this is an *APPROVED* copy of the Minutes of meeting #550 held on June 30th, 2009.

DONAL S. RUSSELL, Manager

DATE