

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 551
AGENDA**

**Thursday, July 30, 2009
CLOSED SESSION – 6:00 PM
REGULAR MEETING – 6:30 PM
OPEN TO THE PUBLIC
Palisades United Methodist Church
27002 Camino de Estrella, Capistrano Beach, CA**

THIS AGENDA CONTAINS A BRIEF GENERAL DESCRIPTION OF EACH ITEM TO BE CONSIDERED. **EXCEPT AS OTHERWISE PROVIDED BY LAW, NO ACTION WILL BE TAKEN ON ANY ITEM NOT APPEARING IN THE FOLLOWING AGENDA.** IF MEMBERS OF THE PUBLIC WISH TO ADDRESS THE BOARD REGARDING ANY ITEM CONTAINED IN THE FOLLOWING AGENDA THEY ARE ASKED TO PLEASE INFORM THE DISTRICT MANAGER OR THE CHAIRPERSON BY SUBMITTING A REQUEST FORM PRIOR TO THE START OF THE MEETING.

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

At this time the Board will convene into closed session to conduct the annual District Manager Performance Appraisal. Any Board action taken during the closed session will be reported when the Board returns to open session.

D. CLOSED SESSION REPORT OF ACTION/PUBLIC COMMENTS

Members of the public may address the Board regarding any item not on the agenda provided that the subject matter is within the jurisdiction of the Board and that **NO ACTION WILL BE TAKEN ON OFF AGENDA ITEMS UNLESS OTHERWISE AUTHORIZED BY LAW.**

E. APPROVAL OF MINUTES

1. *Regular meeting #550 held on June 30, 2009*
2. *Special meeting of June 12, 2009*

The special meeting was held to approve the hiring of Cottage Development Company for Entry Improvement project consulting services.

F. SECURITY ACTIVITY REPORT

1. *[One month period for June 2009 \(Securitas\).](#)*
2. *[Review of Fourth of July activity](#)*

G. FINANCIAL REPORT

1. The previously approved *Claims and Demands* documents are the record of payments made by the District for monthly bills, invoices for goods and services and employee payroll. The payment documents are referred to as payment *transmittals* and are always available for public review during Board meetings and at the District office during business hours.

2. [Report of monthly expenses and year to date status through June 30th](#)
3. [Collection of fees for services:](#)
 - Development Impact Fees, User Fees, RR Parking and Summer Trash.
4. [Review and possible approval of Draft Budget for FY2010](#)

H. COMMITTEE REPORTS

1. *LCP Committee*

A review of the MHTL survey conducted in June will be presented at the August meeting. The survey engineers are currently studying a comparison of the survey data against the video information collected by the stationary video camera on the roof of 35051.

2. *CBRA Activity Report (QLC is now part of the CBRA)*

The CBRA has scheduled the annual summer potluck party for Saturday, August 29th, 5:30 PM.

I. MANAGER’S REPORTS

1. [Update on entrance improvement project](#)

Progress report by project consultant Dave Gutierrez.

2. [Review of manager’s PRIORITY list.](#)

The Board or the public may request a discussion on any topic on the list during this portion of the meeting.

J. OLD BUSINESS

There is no old business

K. NEW BUSINESS

There is no new business

L. WRITTEN COMMUNICATIONS

There were no written communications

M. BOARD AND STAFF COMMENTS

Members of the Board of Directors and staff will be given an opportunity to comment on any item of concern for possible future consideration, make announcements or requests for information.

N. ADJOURNMENT

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 a copy of the foregoing agenda was posted on the District Administrative Building community bulletin board on Friday, July 24th, 2009 at 5:00 PM.

 Donal S. Russell, Manager
 Capistrano Bay Community Services District

 Date