

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 554
AGENDA**

**Thursday, December 10, 2009
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

D. 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 #553 held on October 27, 2009 .*

F. SECURITY ACTIVITY REPORT

1. *[Two month period for September and October, 2009 \(Securitas\).](#)*

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 November 30th, 2009.](#)*

3. *[Approval of Christmas bonuses for Staff](#)*

4. *Collection of fees for services:*

- Development Impact Fees, User Fees, RR Parking and Summer Trash.

H. COMMITTEE REPORTS

1. LCP Committee

Termination of the 12 month contract for the video camera on the beach at 35051.

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

There is no written report.

I. MANAGER’S REPORTS

1. Update on entrance improvement project

Progress report by project consultant Dave Gutierrez.

2. Review of manager’s PRIORITY list.

J. OLD BUSINESS

There is no old business

K. NEW BUSINESS

1. Election of new Board officers for 2010

- nomination of new President and Vice President
- election by roll call vote

New elected officers will preside beginning with the first Board meeting in January 2010.

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, December 4th, 2009 at 5:00 PM.

 Donal S. Russell, Manager
 Capistrano Bay Community Services District

 Date