

REGULAR MEETING #556
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
February 23, 2010

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

A. CALL TO ORDER

Board President Bell called the meeting to order at 6:30 PM.

B. PLEDGE OF ALLEGIANCE

C. ROLL CALL

Directors Present: Bell, Levinson, Bancroft, & Schwartz

Directors Absent: Laster

Staff Present: Manager Russell

Guests Present: Russell Willmon and Brian Sanchez of Securitas

D. PUBLIC COMMENTS

There were no public comments.

E. APPROVAL OF MINUTES

1. Meeting #555 of January 26, 2010

Motion was made by Director Bancroft, seconded by Vice President Levinson and passed 3-0-1 (Director Levinson abstained as he did not attend the January meeting) to approve the minutes of meeting #555 of January 26, 2010.

F. SECURITY ACTIVITY REPORT

1. The monthly report for January 2010 was presented for review.

Securitas Branch Manager Russell Willmon introduced his replacement Brian Sanchez as Russell is transferring from this post to manage accounts for Securitas in Utah.

2. Request for increase in Securitas annual contract fee.

Branch Manager Willmon explained that the State has increased the SUI tax rate (State Unemployment Insurance) and Securitas must pass this unplanned expense on to its employees in the way of a wage cut of about 15 cents per hour. Staff recommended the District take advantage of this as an opportunity to show support for the security staff for their hard work and absorb the increase rather than have staff wages reduced. Motion was made by Director Schwartz and passed 3-0 (Laster was absent and Bancroft had not arrived yet) to accept the contract increase for the remainder of the year, beginning March 1st, at approximately \$1300.00.

3. *Community Alert Siren System and loudspeakers for patrol vehicles*

Staff was directed to supply both patrol vehicles with simple hand-held loudspeaker units to provide one more element of communication to our residents in the event of another malfunction of the Community Alert Siren System.

G. FINANCIAL REPORT

1. *The claims and transmittals were presented for review.*

2. *Monthly expenses and year to date reports through January were presented for review.*

There was no discussion on this item.

3. *Discussion regarding possible return to participation in LAIF.*

The District's auditor, Paul Kaymark of Fedak and Company, had suggested in an email that the District might want to reconsider coming back to the Local Agency Investment Fund. Board President Bell and Director Bancroft both voiced an objection to the risk of investing District reserves in a fund managed by the State of California and all Directors agreed to remain with Farmers and Merchants Bank.

4. *Collection of fees for services.*

Manager Russell reported that two of the three delinquent User Fee accounts from the previous month have been paid. Staff is currently working with the final delinquent property owner to collect payment without having to begin the expensive legal proceeding of a lien on their property. The RR parking fee program has been paid in full.

H. ENTRY PROJECT PROGRESS REPORT

Dave Gutierrez reported that State handicap accessibility requirements are being worked out and incorporated into the plans without too much difficulty given that the City accepted a hardship waiver and accessibility improvements to the guard shack will not be required. A surprise has been handed us by the City in the form of an environmental requirement for paved parking lot surfaces which now must be of a porous or permeable design. This can be done but it is estimated that the cost for this system will be much more expensive than that of a typical non-porous paved surface and being an environmental requirement there is no waiver available. Cost estimates will be evaluated during the next week.

I. COMMITTEE REPORTS

1. *LCP Committee*

There was no report or discussion.

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

CBRA co-president Nadine Levinson reported that the annual Spring meeting has been scheduled for Thursday, May 20th at the home of Vicki and BJ Bird, 35121 Beach Road. The date for the summer party is set for Saturday August 28th.

J. MANAGER'S REPORTS

2. *Review of Manager's Priority List*

There were no comments.

K. OLD BUSINESS

There was no old business

L. NEW BUSINESS

There was no new business

M. WRITTEN COMMUNICATIONS

There were no written communications

N. BOARD AND STAFF COMMENTS

There were no comments.

O. ADJOURNMENT

The meeting was officially adjourned at 8:27 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 #556 held on February 23rd, 2010.

DONAL S. RUSSELL, Manager

DATE