

**REGULAR MEETING #560
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
June 29, 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, Bancroft, Levinson & Schwartz
Directors Absent: Laster
Staff Present: Manager Russell
Guests Present: Brian Sanchez of Securitas

D. PUBLIC COMMENTS

There were no public comments.

E. APPROVAL OF MINUTES

1. Meeting #558 of April 27, 2010

Motion was made by Director Bancroft, seconded by President Bell and passed 3-0-1 (Directors Laster was absent) to approve the minutes of meeting #558 of April 27, 2010.

Motion was made by Director Bancroft, seconded by President Bell and passed 3-0-1 (Director Laster absent) to approve the minutes of meeting #559 of May 25, 2010.

F. SECURITY ACTIVITY REPORT

1. The monthly report for May, 2010 was presented for review.

Manager Russell reported that all preparations for Fourth of July have been made: ATV's rented, radios reserved, extra security officer manpower scheduled for patrolling the beach and staffing the entry gate. Also, the additional community parking currently under construction will be ready for use in time for the holiday.

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.

Director Schwartz asked if the large invoices for the entry project were being pre-approved by Mr. Gutierrez before being processed for payment. Manager Russell confirmed that the only invoices not being pre-approved are the small incidental expenses for blueprinting and miscellaneous small housekeeping-type items such as the electric bill for the temporary power to the administrative office, etc.

President Bell pointed out that since the draft District Operating Budget for the upcoming year is not ready for Board review there should be some expenditures for the new fiscal year approved now for the month of July.

Motion was made President Bell, seconded by Director Levinson and passed 4-0-1 to approve expenditures for the Capistrano Bay District for the month of July in the amount not to exceed \$85,000 and excluding expenses related to the entry improvement project.

H. ENTRY PROJECT PROGRESS REPORT

Project consultant Dave Gutierrez reported that the project is now underway with the expectation that the additional RR parking will be paved and ready for use on Fourth of July. Landscaping will not be in but the parking area is intended to be ready, however, the area will be restricted to construction use only after the holiday. Mr. Gutierrez also explained that the Water District has determined that two of the three existing fire hydrants must be replaced and the Gas Co. wants the existing gas main running under the guard shack relocated. The District is going to have to cover the expense for the two new fire hydrants and possibly part of the cost for the new gas main around the guard shack but the full scope of work on the gas main has not been evaluated yet by the gas company so it remains to be seen how it gets sorted out.

I. COMMITTEE REPORTS

1. LCP Committee

There was no report or discussion.

2. CBRA Activity Report including Quality of Life Committee

There was no report or discussion.

J. MANAGER'S REPORTS

1. Review of Manager's Priority List

This has been postponed until the entry improvement project is completed.

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 7:42 PM.

