

**REGULAR MEETING #564**  
**CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS**  
**MINUTES**  
**October 26, 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: None  
Staff Present: Manager Russell  
Guests Present: Brian Sanchez of Securitas

**D. PUBLIC COMMENTS**

*There were no public comments.*

**E. APPROVAL OF MINUTES**

*1. Meeting #563 of September 28, 2010*

Motion was made by Director Schwartz, seconded by President Bell and passed 3-0-1 (Levinson absent at meet. # 563) to approve the minutes of meeting #563 of September 28, 2010.

*Director Appointment:*

Motion was made by President Bell, seconded by Director Schwartz and passed 4-0 to complete the appointment of Dave Gutierrez (as discussed at the August meeting) as Director beginning in January 2011.

President Bell and Director Bancroft, whose terms expire in December, have both stated they will remain on the Board until replacements have been found.

*Reschedule of November Board Meeting:*

President Bell clarified that there would be no meeting in November due to the Thanksgiving holiday and it would therefore be moved to Tuesday, December 7<sup>th</sup>.

**F. SECURITY ACTIVITY REPORT**

*1. The monthly report for September 2010 was presented for review.*

Manager Russell reported that the District's police officer has been out on an extended medical-related leave of absence that could extend for several more weeks or possibly months. President Bell directed staff to begin soliciting for a replacement/substitute officer to cover in Officer Sokol's absence.

Director Schwartz reported on a wedding event that took place in a rental a few doors to the south of his home and asked if there were restrictions in place that the District could enforce.

Manager Russell explained that the District can only enforce disturbing the peace after 10 PM but the City Zoning Code very clearly prohibits having weddings in the vacation rental properties within the city limits. President Bell recommended that staff send a notice to the community encouraging property owners to contact the District immediately when there is activity that is negatively impacting their peace and quiet.

**G. FINANCIAL REPORT**

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

*2. Monthly expenses and year to date reports through September were presented for review.*  
Manager Russell updated the Board on progress with the request to increase the District's liability insurance coverage limit to \$20Million. The liability provider will only go to \$10M and explained that they would have to go outside to the regular insurance market for the excess \$10M so it will take some time to get firm quotes for the excess. As for the immediate increase for the first \$10M, that will only take a few days.

**H. ENTRY PROJECT PROGRESS REPORT**

Director Schwartz commented that he and Dave Gutierrez feel there should be additional spotlights installed at the base of the 10 palm trees along the new parking area. The point being that the entire parking area has no illumination except for the 2 street lights on the opposite side of the roadway. The Board directed staff to get a price from the landscape contractor and present it to the Directors for a decision.

Manager Russell reported that a notice to homeowners to begin issuing vehicle transponders will go out next week and owners may begin scheduling appointments to come into the office to purchase the transponders.

The Board agreed that all the landscape lighting should be activated on photo sensor switches so they all come on at dusk and turn off at sunrise. This way no one has to keep adjusting the timers according to the seasonal changes in sundown/sunrise.

**I. COMMITTEE REPORTS**

*1. LCP Committee*

There was no report for this item.

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

Board Vice President Levinson reported on behalf of the CBRA and listed the candidates for office in January as: Carole Wunderly/Pres., Diane Ferguson/Vice Pres., Kay Rosoff/Treas., Darlene Anzell/Record. Sec'y., and Phyllis Masto/Correspond. Sec'y. The next meeting of the CBRA is scheduled for Saturday, Nov. 13, 10:00 AM at 35131 Beach Road.

**J. MANAGER'S REPORTS**

*1. Review of Manager's Priority List*

This item is on hold until the community entry improvement project is complete.

*2. Storm drains, filters and maintenance.*

The drain filters and drain boxes along the roadway have all been pressure washed and vacuum cleaned. The drain openings out on the beach are currently open and sand has been graded away from those outfalls but keep in mind that this only holds for a few days until high tide washes in and buries the outfalls in more sand all over again.

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**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 board or staff comments*

**O. ADJOURNMENT**

The meeting was officially adjourned at 7:45 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 #564 held on October 26th, 2010.

**Donal S. Russell**  
DONAL S. RUSSELL, Manager

**November 3, 2010**  
DATE