

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING # 568  
AGENDA**

**Tuesday, March 29, 2011  
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/INTRODUCTION OF RECORDING SECRETARY**

The District has temporarily hired a recording secretary, Ms. Colleen Guererro.

**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.**

*1. Presentation by SDGE regarding undergrounding of overhead utilities.*

SDGE Governmental Liaison Patti Good, has been invited to discuss general details and answer questions regarding the possibility of removing all overhead power and communication lines and poles along Beach Road and placing these utilities underground.

**E. APPROVAL OF MINUTES**

*1. Regular meeting #567 held on February 22, 2011.*

*2. Discussion regarding a document destruction policy for tape recordings.*

**F. SECURITY ACTIVITY REPORT**

*1. One month period for February, 2011 (Securitas).*

*2. Tsunami, earthquake and emergency evacuation and community access.*

Staff will provide a report on a recent meeting with City officials regarding the restricted access to Beach Road during the Japanese tsunami event.

**G. FINANCIAL REPORT**

*1. The 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 February 28, 2011.*
3. *Collection of fees for services.*
4. *Update from Sacramento regarding special district funding and consolidations.*

A political organization with a voice at the state level, *California Forward*, is pushing to give cities and counties oversight over special districts and to reallocate property tax revenue away from special districts.

**H. ADMINISTRATION OFFICE RELOCATION**

1. *Update on the future permanent location of the District office.*  
Report from Director Gutierrez (no written report for this item).

**I. COMMITTEE REPORTS**

1. *LCP Committee/CBRA Activity Report*  
There is no written report on either subject.

**J. MANAGER'S REPORTS**

1. *Review of manager's PRIORITY list.*
2. *Discussion of the District's storm drain system.*

**K. OLD BUSINESS**

There is no old business.

**L. NEW BUSINESS**

There is no new business.

**M. WRITTEN COMMUNICATIONS**

*There were no written communications*

**N. 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.

**O. 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 at the District Administrative Building on Friday, March 25th, 2011 at 5:00 PM

Donal S. Russell

Donal S. Russell, Manager  
Capistrano Bay Community Services District

March 25, 2011

Date