

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING # 569  
AGENDA**

**Tuesday, April 26, 2011  
CLOSED SESSION – 6:00 PM  
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.**

*\*At this time the Board President must report on any action taken during the closed session.*

**E. APPROVAL OF MINUTES**

*1. Regular meeting #568 held on March 29, 2011.*

Director Levinson has requested a revision to the language in the District audio recording policy to read “District Audio Recording Retention Policy.”

**F. SECURITY ACTIVITY REPORT**

*1. [One month period for March, 2011 \(Securitas\).](#)*

*2. [Proposed relocation of speed limit and fire lane signs near community entrance.](#)*

Staff is recommending these signs be relocated to a more visible location along the fenceline about midway between the guard gate and the first residence.

**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 March 31, 2011.](#)
3. [Collection of fees for services.](#)

**H. ADMINISTRATION OFFICE RELOCATION**

1. [Update on the future return of the District administration office.](#)

**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. [Community entry area maintenance report.](#)

**K. OLD BUSINESS**

1. [Discussion of storm drain no. 2 \(next to 35121 Beach Road\)](#)

**L. NEW BUSINESS**

There is no new business.

**M. WRITTEN COMMUNICATIONS**

1. [Email letter from resident Chris Miller requesting the Board to consider outsourcing the management of the District to a private property management company.](#)

**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, April 22nd, 2011 at 5:00 PM

Donal S. Russell  
Donal S. Russell, Manager  
Capistrano Bay Community Services District

April 22, 2011  
Date