

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 570
AGENDA**

**Tuesday, May 31, 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/BOARD VACANCY

1. Director Bancroft submitted a letter of resignation from the Board of Directors effective May 16th, 2011 after having served for over five full years on the Board.

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 #569 held on April 26, 2011.

F. SECURITY ACTIVITY REPORT

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

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 April 30, 2011.](#)

3. [Collection of fees for services.](#)

H. ADMINISTRATION OFFICE RELOCATION

1. Update on the future return of the District administration office.

Coastal Development Permit progress and engineering and design plans.

I. COMMITTEE REPORTS

1. *LCP Committee*

The annual MHTL beach survey is scheduled for June 21st at the morning low tide.

2. *CBRA Activity Report*

There is no written report from the CBRA.

J. MANAGER’S REPORTS

1. Review of manager’s PRIORITY list.

2. Community entry area maintenance report.

K. OLD BUSINESS

1. Discussion of repair plans to storm drain no. 2 (next to 35121 Beach Road)

L. NEW BUSINESS

1. Presentation of competitive quote for District Liability Insurance.

M. WRITTEN COMMUNICATIONS

There were no written communications this month with the exception of Agenda Item C.

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, May 27th, 2011 at 5:00 PM

Donal S. Russell

Donal S. Russell, Manager
Capistrano Bay Community Services District

May 27, 2011

Date