

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING # 575  
AGENDA**

**Tuesday, October 25, 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**

**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.**

**E. APPROVAL OF MINUTES**

1. *Regular meeting #574 held on September 27, 2011.*

**F. SECURITY ACTIVITY REPORT**

1. [\*One month period for September, 2011 \(Securitas\).\*](#)
  2. [\*Review of speed violations log for past three years.\*](#)
  3. *Further discussion regarding the District Police Officer carrying a sidearm.*
- Director Schwartz will provide a report.

**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 September 30, 2011.\*](#)
  3. [\*Collection of fees for services.\*](#)
  4. [\*Review of the Reserve Study\*](#)
- Presentation of the reserve study prepared by Foresight Financial Advisors.

**H. ADMINISTRATION OFFICE RETURN TO BEACH ROAD**

JT Consulting Engineers were officially hired and their services commenced on about October 5<sup>th</sup>. The first task for them is to produce a basic plan view of the proposed area for submittal to OCTA to start the License Amendment process. Secondly will be plans submitted to Metrolink for their approval and at the same time a submittal to the City of Dana Point for the required Coastal Development Permit application.

**I. COMMITTEE REPORTS**

*1. LCP Committee*

The Committee will report on its progress with responding to the Notice of Violation from the Coastal Commission received on August 16<sup>th</sup>. The Notice alleges members of the public were denied their rights to beach access. Minutes of the Committee’s meetings will be submitted for Board acceptance.

*2. CBRA Activity Report*

There is no written report from the CBRA.

*3. Ad Hoc Committee Report – Outside Management Company*

The Committee met on Friday, September 16<sup>th</sup> with a property management company and discussed management-support options and alternatives and again on Tuesday, October 18<sup>th</sup>. Minutes of both meetings will be submitted for Board acceptance.

**J. MANAGER’S REPORTS**

*1. Review of manager’s PRIORITY list*

*2. Community entrance area landscape/lighting maintenance report*

*3. Progress on preparations for storm drain #2 repairs (at 35125)*

*4. Review of proposals for pavement repairs, sealcoating and striping*

*5. RR grade crossing safety enhancements*

- Discussion regarding how the improvements will effect drivers leaving the community
- Report on backup power system to the grade crossing during a power outage

**K. OLD BUSINESS**

**L. NEW BUSINESS**

*1. Review of the status of the community walkway easements*

**M. 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, October 21st, 2011 at 5:00 PM

*Donal S. Russell*

Donal S. Russell, Manager  
Capistrano Bay Community Services District

*October 21, 2011*

Date