

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 576
AGENDA**

**Monday, December 12, 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

**At this time the Board will convene in closed session to discuss matters of pending litigation related to the Entry Improvement Project and one of the contractors.*

Immediately upon opening the regular meeting, the Board President must report any action taken during the closed session.

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. *[Three-month period for September – October - November, 2011 \(Securitas\).](#)*
2. *[Review of speed violations log \(sample\).](#)*

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 October 31, 2011.](#)*

*November expenses will not be closed out until December 14th.

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

H. ADMINISTRATION OFFICE RETURN TO BEACH ROAD

1. JT Consulting Engineers was officially hired and their services commenced on about October 5th. A concept layout showing the office and the new handicap restroom has been produced and is currently in revision and may be ready for a second review at tonight's meeting.

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 16th. The Notice alleges members of the public were denied their rights to access the beach at the south end near Poche.

2. [CBRA Activity Report](#)

There is no written report from the CBRA.

3. [Ad Hoc Committee Report –Management Support Alternatives](#)

The Committee has provided a written report and is also submitting minutes for Board acceptance of the following three committee meetings:

- [meeting on September 16th](#)
- [meeting on October 18th](#)
- [meeting on November 10th](#)

J. MANAGER'S REPORTS

1. [Review of manager's PRIORITY list](#)

2. [Community entrance area landscape and lighting maintenance report](#)

Proposal from Bemus Landscape Inc. for misc. minor landscape improvements.

K. OLD BUSINESS

1. [Review of engineer's proposal for design/CDP application submittal to the City for improvements to storm drain no. 2 at 35121 Beach Road.](#)

Proposal from Peter & Associates Civil Engineers for repair design and permits.

L. NEW BUSINESS

1. [Appointment of Directors to replace outgoing Directors Bancroft, Levinson and Schwartz.](#)

The remaining members of the District Board may appoint replacement Directors in mid-term pursuant to Government Code Section 1780. Candidates for the three open seats are listed in order of the date of submitting their letter of intent to the District:

Alex Martinez	-	35431 Beach Road	11-07-11
Ambrose Masto	-	35141 Beach Road	11-09-11
Jim Zerboni	-	35665 Beach Road	11-21-11
Mike Haack	-	35255 Beach Road	11-28-11

2. [Acceptance of resignations of Directors Jerry Levinson and Steve Schwartz \(Bancroft had resigned in May.\)](#)

The resignations of Directors Levinson and Schwartz will be accepted and become effective immediately following the appointment of their respective replacements.

