

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 584
AGENDA**

**Tuesday, August 28th, 2012
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.**

Clarification:

Action Item – This means the Board must approve an item by motion and a majority vote

Discussion Item – This means no Board approval is required

Receive and File – No discussion is necessary unless there is a question about the item

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 #583 held on July 31, 2012. (action item)*

F. SECURITY ACTIVITY REPORT

1. *One month period for July, 2012 (Securitas). (discussion item)*

2. *Review of Ordinance #06-203 – Recreational Outdoor Wood Burning Fires*

G. FINANCIAL REPORT

1. *Monthly Payment Claims (receive and file)*

These are the record of payments made by the District for monthly bills, invoices for goods and services and employee payroll 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 July 31, 2012. (discussion)*

3. *Collection of fees for services. (discussion)*

4. *Discussion of minor revisions to the FY13 Budget . (discussion/action)*

H. ADMINISTRATION OFFICE RETURN TO BEACH ROAD (discussion)

There is no new information on this topic for August but is being left on the agenda until there has been full resolution in the coming months.

I. COMMITTEE REPORTS

1. CBRA Activity Report

CBRA President Sheila Bullock may provide a verbal report. (discussion)

J. MANAGER’S REPORTS

- 1. Webb Community Management (discussion)*
- 2. Engineer’s estimate for discussion of beach sand erosion and rocks (discussion/direction)*
- 3. Community entrance area (discussion)*
- 4. Mgr’s Priority List (discussion/possible action)*

K. OLD BUSINESS

There is no old business.

L. NEW BUSINESS

1. Review and possible approval of proposal for new District Auditor (possible action)

The District’s current auditor, Charles Fedak & Company, has been serving the District for the past seven years, since 2005.

M. WRITTEN COMMUNICATIONS

There were no written communications this month.

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, August 24th, 2012 at 5:00 PM.

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

August 24, 2012
 Date