

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT  
BOARD OF DIRECTORS REGULAR MEETING # 585  
AGENDA**

**Tuesday, October 2, 2012  
(Postponed from September 25<sup>th</sup>)  
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 and APPOINTMENT OF NEW DIRECTOR(S)**

1. *Regular meeting #584 held on August 28, 2012. (action item)*

2. *Appointment of new Director(s) to replace outgoing Director Martinez.*

Director Alex Martinez will be leaving the Board at the end of the year as his term expires in December. The District received written notices of intent from the following property owners:

- Steven Muller
- Max Trette
- Kurtis Breeding

***Pursuant to Govt. Code Section 1780: “The Board of Directors may fill a vacancy by appointment”, and Govt. Code Section 24001: “A person is not eligible to a District office unless he or she is a registered voter in the District in which the duties of the office are to be exercised”.***

**F. SECURITY ACTIVITY REPORT**

1. *One month period for August, 2012 (Securitas). (discussion item)*
2. *Discussion of possible security alarm annunciation system to guard building. (discussion)*
3. *Review of Ordinance No. 06-202 regarding parked vehicles. (discussion)*
4. *Flashing red light/stop sign at guard building. (discussion)*

**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 August 31, 2012. (discussion)*
3. *Collection of fees for services. (discussion)*
4. *Consideration of DRAFT Resolution No. 10-2-12-1, "A RESOLUTION OF THE BOARD OF DIRECTORS OF THE CAPISTRANO BAY DISTRICT ESTABLISHING DUTIES AND RESPONSIBILITIES AND LEVEL OF AUTHORITY FOR THE DISTRICT MANAGER AND AGENT." (discussion/possible action)*

**H. ADMINISTRATION OFFICE RETURN TO BEACH ROAD** (discussion)

1. *Discussion to consider using an RV as an option for the on-site District Office.*

**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. *Review/approval of proposals for pavement repairs and maintenance (discussion/action)*
3. *Mgr's Priority List (discussion/possible action)*

**K. OLD BUSINESS**

There is no old business.

**L. NEW BUSINESS**

1. *Consideration of proposal for new District bulletin board.*

**M. WRITTEN COMMUNICATIONS**

1. *The Board received a letter from Beach Road resident Charles Hoose, regarding the issue of Short Term Vacation Rentals.*

**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, September 28th, 2012 at 5:00 PM.

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

September 28, 2012  
Date