

**CAPISTRANO BAY COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS REGULAR MEETING # 595
AGENDA**

**Tuesday, October 1st, 2013
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. *Approval of minutes of meeting #594 of July 30th, 2013. (action)*

2. *Discussion re: posting of minutes on the District website and the bulletin board.*

F. SECURITY ACTIVITY REPORT

1. *Two month period for July and August, 2013 (Securitas). (discussion)*

2. *Further discussion on solutions to our community parking problems (discussion)*

Contractors and guests routinely park in spaces belonging to other homeowners. Possible solutions for consideration are:

- permanent signs at the entry gate indicating the parking law
- signage in all RR parking spaces

3. *Review of draft notice to community re: Wood burning fires prohibited (discussion)*

Wood burning beach fires will be prohibited in the community beginning March 1, 2014. The Board will also discuss a possible mandate to remove all wood burning firepits.

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 31st, 2013. (discussion)

3. Review of Bemus annual service contract and request for increase. (discussion/ action)

4. Final approval of Draft Budget for FY 13/14. (action)

H. DISTRICT ADMINISTRATION OFFICE/PERMITS (discussion)

The District has retained the services of The Loftin Firm LLP to assist in the City approval process for allowing the District Admin. Office to remain on Beach Road.

I. COMMITTEE REPORTS

1. CBRA Activity Report

No report has been submitted by CBRA.

J. MANAGER’S REPORTS and OLD BUSINESS

1. Report on completed projects (discussion)

Storm Drain No. 2 replacement; Repair of six beach storm drains; Guard house remodel; Pavement sealcoating project.

2. Vacation rental activity impact report (discussion)

Security continues to track and tabulate the number of vehicles passing into the community that are related to rental activity. This includes guests and service-related vehicles.

3. Webb Community Management monthly report (discussion)

4. Mgr’s Priority List (discussion)

K. NEW BUSINESS

1. Discussion regarding Poche Outfall and LAFCO Sphere of Influence Map (discussion)

The map indicates that the Poche Creek scour pond and outfall lies within the District’s “Sphere of Influence,” according to the most recent LAFCO municipal service review.

2. Request by homeowners of 35507 for a trash enclosure (discussion/action)

3. Policy discussion on replacement of trash barrels into the enclosures on extra pickup days.

L. WRITTEN COMMUNICATIONS

M. 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.

N. 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 27th, 2013 at 5:00 PM.

Donal S. Russell

Donal S. Russell, Manager
Capistrano Bay Community Services District

September 27, 2013

Date