CAPISTRANO BAY COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REGULAR MEETING # 597 AGENDA

Tuesday, December 10th, 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 #596 of November 5th, 2013. (action item)

F. SECURITY ACTIVITY REPORT

- 1. One month period for October, 2013 (Securitas). (discussion item)
- 2. License plate video camera at community entrance
- 3. Progress on solutions to illegal parking problems
- 4. OCTA request to remove chain-link safety fence along RR tracks

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 October 31, 2013. (discussion)
- 3. Review draft resolution for establishing a reserve bank account. (discussion)

H. <u>DISTRICT ADMINISTRATION OFFICE/PERMITS</u> (discussion)

Discussion regarding the future relocation of the office into the District maintenance yard.

I. COMMITTEE REPORTS

1. CBRA Activity Report

No report has been submitted by CBRA.

J. MANAGER'S REPORTS and OLD BUSINESS

- 1. Webb Community Management monthly report (discussion)
- 2. Review of meeting with Greenfield Communications/undergrounding utilities (discussion)
- 3. Review of items on Mgr's Priority List (discussion/possible action)

K. <u>NEW BUSINESS</u> (discussion and possible action)

- 1. Review of General Work Description for Landscape Maintenance bids. (discussion)
- 2. Approval of RR parking improvement for 35585 Beach Road, David Buxbaum owner.

The proposal is to cut the embankment back, build a low block retaining wall and pave the area, similar to that of the neighbor at 35577.

3. Possible filming of home improvement TV show on Beach Road

The District has been approached by NBC "American Dream Builders," a TV show currently in production, to possibly film an episode of their home improvement show here in our community in January. The location manager, Patrick Thompson, will be present to discuss the proposed details.

L. WRITTEN COMMUNICATIONS (discussion)

There are no written communications.

M. BOARD AND STAFF COMMENTS

Capistrano Bay Community Services District

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)	
	egoing agenda	Capistrano Bay Community Services District, hereby was posted at the District Administrative Building on
<u>Donal S. Russell</u>	·	<u> Pecember 6, 2013</u>
Donal S. Russell, Manager		Date