

Management Report

Prepared by Webb Community Management, Inc. ("Webb")

February 21, 2014

Next Capistrano Bay District Board of Director's Meeting will be held on March 25, 2014.

Webb Community Management, Inc.**Action Items from Board of Director's Meeting on January 28, 2014:**

ACTION ITEM – No Action Items for Webb at this time.

Other Items that Webb is Currently Working On:

- Financial Statements for the month of January were completed and emailed to the Board on February 20, 2014. *DONE*
- The billing for homeowners who participated in the prior year 2012 Summer Trash Program will be sent by Webb prior to the end of February. The fee that year was \$60 per household, double if the property is split into either a duplex or upper & lower units. *IN PROCESS*

District Manager Don Russell**Action Items from Board of Director's Meeting on January 28, 2014:**

ACTION ITEM – District Manager Russell was directed to revise the District's parking policy to include a courtesy phone call to homeowners requesting the homeowner's permission when that homeowner's railroad parking area may be needed for the temporary parking of vehicles while in the course of keeping the roadway open. *DONE*

ACTION ITEM – District Manager Russell was directed to proceed with the purchase of the new "NO PARKING" railroad signs this month at the discounted price for the homeowners who responded to the November notice. Any future homeowners who desire to purchase the signs may have to pay a higher, non-discounted price if the cost from the supplier goes up. **All signs, posts and hardware ordered and recvd.**

ACTION ITEM – Securitas is to provide the Board at the next Board Meeting, the cost per year that the District pays for use of the Securitas Vehicle. *PENDING*

ACTION ITEM – The Board asked that Webb move money from the Sunwest Bank account into the other accounts already in use, not to exceed \$250,000 per account. Accounts to use: Wells Fargo Bank Non-Interest Checking Account, LAIF and Farmers & Merchants Account. *DONE with the exception of LAIF – the deposit check has been cut and is awaiting board signatures as of 2/15/14.*

ACTION ITEM – District Manager Russell, along with Board President Masto, will set a meeting with OCTA to propose a compromise regarding the relocation of the fence. *DONE*

ACTION ITEM - District Manager Russell was directed to investigate whether the existing electrical conduit from the guard building power panel to the northgate maintenance yard is adequate to increase the wire size for bringing additional electrical power to the northgate in the eventuality that the office has to be moved to that location. *Electrician says the conduit has too many turns and additional wire cannot be pulled through.*

ACTION ITEM – Director Muller will attempt to contact the Orange County Auditor-Controller to seek some answers concerning how the property tax revenue is applied, and if the District may request an increase if the District's budget warrants the additional, needed funds. (Director Muller will report his findings at Board Meeting on February 25, 2014)