

WEBB COMMUNITY MANAGEMENT, Inc.

MONTHLY ACTIVITY REPORT

June 19, 2014

Next Capistrano Bay District Board Meeting: July 29, 2014, 6:30 PM – Meeting #604

1. Report of Action Items From Last Meeting

No action items pending.

2. Report of Current Administrative Activity

- Financial Statements for the month of May will be completed and emailed to the Board on June 24, 2014.
- Budget Development for the new fiscal year is now underway as of March 19, 2014.

Progress: District Manager Russell and Authorized Agent Morris have begun the process of compiling the FYE June 30, 2014 budget. A working budget shall be presented at the Board Meeting June 26, 2014.

3. District Manager's Action Items from Last Meeting

- District Manager Russell will be drafting a letter to the homeowners clarifying the District's temporary beach fire regulations.
- The District will be conducting beach inspections and notifying individual homeowners of fire pit violations. Violating fire pits will be red-tagged and the homeowner will be contacted for the following:
 - Fire pits closer than 30 feet
 - Fire pits built of loose rocks or crumbling masonry material or no ring of any kind
 - Any noticeable accumulation of charcoal dumped onto the surrounding sand
- District Manager Russell will obtain information relating to the cost of repairs on a gate motor, the cost of a new gate motor and the cost of installing surface mount traffic spikes at the entry/exit way. Also, Securitas will monitor when the peak hours of vehicles are passing thru the gates.
- Director Muller will be compiling a report concerning the AD99-1 Bond. He will be seeking guidance from the District Auditor, Scott Manno. This report is to be presented at the June 26, 2014 Board Meeting.
- Board President Masto will be contacting Peggy Webb from Webb Management to obtain input on the possibility of hiring a part-time, short term rental administrative employee; someone to help coordinate/facilitate the rental activity. Board President Masto will be working on a job description and pay scale for this position.
- Manager Russell was directed to contact BSA and GSA regarding the beach clean up opportunity.