

WEBB COMMUNITY MANAGEMENT, Inc.

MONTHLY ACTIVITY REPORT

January 20, 2015

Next Capistrano Bay District Board Meeting: February 24, 2015, 6:30 PM – Meeting #609

1. Report of Action Items from Last Meeting

- No Action Items from the month of December 2014 to report.

2. Report of Current Administrative Activity

- Financial Statements for the month of November were completed and emailed to the Board on December 18, 2014.
- FYE June 30, 2014 Financials are being audited by Scott Manno at RAMS, the District Auditor for Capistrano Bay District. The draft for the Annual Audit is being reviewed by Director Muller.
- Financial Statements for the month of December were completed and emailed to the Board on January 20, 2014.

3. District Manager's Action Items from Last Meeting

- Board President Masto reminded Mr. Keirouz that the security guards need to remember to pick up old newspapers that are lying on driveways that have been there more than a few days. Also, to pick up any loose trash after trash pick-up day on Monday's to keep the road looking nice.
- District Manager Russell will be investigating the possibility of seal coating the concrete tile with a clear coat sealer.
- District Manager Russell has been authorized by the Board to place a 10-20 ft. extension onto the storm drain in front of 35195 Beach Road, if needed, pursuant to the Engineer's advice and to estimate the cost for the steel plate rock barrier for Drain No. 12.
- District Manager Russell will obtain pricing for modifications to the planter that sits behind the guard building. This planter has a prominent concrete curb section that juts out into the pathway of vehicles entering the community by the guest/service driveway.