

ITEM 16

WEBB COMMUNITY MANAGEMENT, Inc.

MONTHLY ACTIVITY REPORT

May 21, 2015

Next Capistrano Bay District Board Meeting: June 30, 2015, 6:30 PM – Meeting #613

1. Report of Action Items from Last Meeting

- Director Muller requested that the expense under “Metrolink Parking/Entry Project” for \$6,969.81 be reallocated so as to not affect the current fiscal year budget, with the possibility of moving the funds under Capital Improvement. Authorized Agent Morris will be contacting the District’s CPA to request this update to the Financials. There will be a motion made at the next Board Meeting, May 26, 2015, to approve reallocating the funds.

2. Report of Current Administrative Activity

- Financial Statements for the month of April were completed and emailed to the Board on May 18, 2015.

3. District Manager’s Action Items from Last Meeting

- District Manager Russell will be clarifying the first point in the Draft Financial Management and Investment Policy and will distribute an updated Draft Financial Management and Investment Policy to a consultant for review.
- Board President Masto will be revising the draft, proposed notice concerning the District’s opposition to sober living homes on Beach Road and circulate a copy to the Board for comments prior to mailing to the community.
- President Masto and District Manager Russell will phone the CCC Analyst, Mr. Fernie Sy, and address the City’s application to amend the Zoning Code (concerning legalizing short-term rentals) report and the fact that many of the responses do not accurately reflect the existing conditions in the Beach Road community. At that time, President Masto and District Manager will also request the District be placed on a mailing/notification list for communications and noticing of all public hearings on the matter.
- Director Muller will be contacting a construction contractor to prepare a proposal and cost estimate for the District concerning undergrounding utilities.
- Board President Masto will be composing a community newsletter.