

# ITEM 11a

## **WEBB CONSULTING SERVICES, Inc.**

### **MONTHLY ACTIVITY REPORT**

**March 22, 2016**

Next Capistrano Bay District Board Meeting: April 26, 2016, 6:30 PM – Meeting #621

#### **1. Report of Action Items from Last Meeting**

- There were no Action Items to report upon.

#### **2. Report of Current Administrative Activity**

- Financial Statements for the month of February were completed and emailed to the Board on March 17, 2016.

#### **3. District Manager's Action Items from Last Meeting**

- District Manager Russell will attempt to obtain Short Term Rental income information from the City of Dana Point. Once the information has been procured, then the Board of Directors will have a workshop meeting to formulate the process of implementing a Rental Recovery Fee and what that fee will look like. Please note that the ultimate goal of the Board would be to recover a portion of the 10% TOT tax that the City of Dana Point has been collecting from all Short Term Rentals and not have to apply the Renter Recovery Fee to the Rental Owners.
- Board President Masto will drafting an advisory letter within the next month to send out to the community, in order to obtain a feel for the community interest in this project of undergrounding utilities. The letter will include information regarding the project and an estimate of the approximate cost per home. President Masto will reconfirm the estimate with Utility Specialists, ensuring that the District is not missing any known contingencies.