

# ITEM 11a

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

### **MONTHLY ACTIVITY REPORT**

**May 27, 2016**

Next Capistrano Bay District Board Meeting: June 28, 2016, 6:30 PM – Meeting #623

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

- Board President Masto directed Authorized Agent Morris to break out the District Audit costs and the CPA's tracking of AD99-1 costs and email the results to Director Muller and to make sure the break down appears on the next fiscal budget.

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

- Financial Statements for the month of April were completed and emailed to the Board on May 13, 2016.
- Compiled and emailed the breakdown of the District Audit costs to Director Muller on May 17, 2016.
- Assisting District Manager Russell with collecting information to help formulate next year's fiscal budget.

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

- District Manager Russell will be alerting the homeowner that the Board approves the formation of the subcommittee.
- The District must have proper towing signs at the beginning of the road, in order for the action of towing to be compliant.
- Board President Masto would like to track down a tough litigator who would write a letter to the City of Dana Point notating the concern with the inequality of the Short Term Rental program. The City collects and retains all the proceeds of the Rental Tax and the District is left with the burden of managing short term rental problems with no financial compensation.
- District Manager Russell will be obtaining more bids on painting/oiling of all wood at Guard House and District Office. All vendors must be licensed and insured.
- Speed cushions are being repaired in the month of May along with moving the speed cushion from in front of 35147.
- District Manager Russell will be contacting a traffic engineer that the District had utilized in past years, to obtain a crosswalk evaluation.
- Board President Masto will be drafting a letter to the community recommending Capo Beach homeowners show their support for the work that Pacific Legal Foundation is doing on behalf of the Capistrano Shores homeowner.
- District Manager Russell will research the "No Dog" Policy for Short Term Rentals.

