

ITEM 11

WEBB CONSULTING SERVICES, Inc.

MONTHLY ACTIVITY REPORT

June 23, 2016

Next Capistrano Bay District Board Meeting: July 26, 2016, 6:30 PM – Meeting #624

1. Report of Action Items from Last Meeting

- Board President Masto directed Authorized Agent Morris to contact the District's CPA and obtain clarification where the money sits, and in what bank account for the Unrestricted: Emergency Reserve \$250,000 and Unrestricted – Other \$573,775.64.

2. Report of Current Administrative Activity

- Created and mailed on June 2, 2016, the Capistrano Beach Park Invoice to initiate collection for the Opening and Closing of the County Gate fee.
- Researched the above action item and emailed the reply from the District Auditor to Board President Masto and Director Muller on June 7, 2016.
- Financial Statements for the month of May were completed and emailed to the Board on June 10, 2016.
- County Gate Fee was deposited into the Capistrano Bay District Farmers and Merchant Operating account on June 17, 2016.
- Assisted District Manager Russell with compiling information to help formulate next year's fiscal budget.

3. District Manager's Action Items from Last Meeting

- District Manager Russell will be sending out the email, when it is ready, to the community alerting them to the formation of the Shoreline Protection subcommittee.
- District Manager Russell will draft an ordinance concerning the "No Parking" on Monday mornings and will have legal counsel review the document by mid June 2016.
- Board President Masto directed District Manger Russell to speak with Dave Proodian, the X-Country Coach at San Clemente High School, to see if the team would be interested in volunteering to help pick up debris on the Beach.
- Board President Masto is meeting with a lawyer to draft a letter and then will meet with the Board to review before submitting to the City.
- District Manager Russell will be sending out an email blast to the community concerning the expiration of the terms of Board members Masto and Haack .
- District Manager Russell will be drafting a revision to the District's Dog Nuisance Ordinance to include a prohibition on dogs in Short Term Rentals.

