

ITEM NO. 12a

WEBB CONSULTING SERVICES, Inc.

MONTHLY ACTIVITY REPORT

July 19, 2016

Next Capistrano Bay District Board Meeting: September 29, 2016, 6:30 PM – Meeting #625

1. Report of Action Items from Last Meeting

No items to report.

2. Report of Current Administrative Activity

- Financial Statements for the month of June were completed and emailed to the Board on July 18, 2016.

3. District Manager's Action Items from Last Meeting

- District Manager Russell will research what the City charges for No Parking fines and he will investigate the District's current No Parking Ordinance to determine if it can be adjusted to include No Parking on Monday.
- District Manager Russell will also research a revision to the District's Towing Ordinance, to give it more authority and directive. Research on these matters must be ready to present at the July 26th Board Meeting.
- District Manager Russell will reconfigure budget line item "Painting/Re-Oiling Woodwork" to include re-oiling the new Administrative Office at least three (3) times a year.
- The Board will be meeting with a LaBarre/Oksnee Insurance representative to review the liability coverage.
- The attorney is writing the letter that will address for STR's this "policy of unjust enrichment."
- Director Haack requested District Manager Russell contact the Utility/Sewer Company to have them re-asphalt the patch of road in the entry roadway as it is becoming a potential safety hazard.