

ITEM 12a

WEBB CONSULTING SERVICES, Inc.

MONTHLY ACTIVITY REPORT September 20, 2016 for Meeting #625

Next Capistrano Bay District Board Meeting: October 25, 2016, 6:30 PM – Meeting #626

1. Report of Action Items from Last Meeting

No items to report.

2. Report of Current Administrative Activity

- Workers Comp Annual Reconciliation Report filed on-line August 12, 2016.
- Financial Statements for the month of July were completed and emailed to the Board on August 19, 2016.
- Mailed FY16-17 Budget along with copy of June 28, 2016 Minutes to the County of Orange Auditor-Controller on August 18, 2016.
- Financial Statements for the month of August were completed and emailed to the Board on September 20, 2016.

3. District Manager's Action Items from Last Meeting

- Manager Russell will follow up with LaBarre-Oksnee Insurance Co. to have this quote ready for the next meeting.