

Meeting #635

CAPISTRANO BAY DISTRICT
AGENDA REPORT
September 26th, 2017

Quality of Life – STR's and CBRA Items

ITEM 11a

Short Term Rentals Update

With the summer season behind us there has been little action regarding short term rental activity. The District continues to count vehicles at rentals to monitor occupancy and to follow up on party/noise complaints and illegal firepits, all of which has been very quiet.

ITEM 11b

CBRA Items

This began originally as a CBRA project but was soon brought under the control of the Capistrano Bay District Board of Directors:

The District has formed a landscape review committee which, for the past ten days, has been busy getting formed up and into action. The first field work was completed on Friday, 9/22. The following three pages is the Committee's first report.

Capistrano Bay District Landscape Committee

Recommendations to the Board of Directors September 26, 2017:

Irrigation Evaluation. It appears that there are areas that need better water coverage. We would like to make sure the landscaping is getting the most efficient use of its irrigation system. We are recommending Western Landscape to review, adjust and/or repair-replace the landscaping irrigation.

Fertilization Schedule. We would like the landscaping company to provide us with a fertilization schedule so that we know what areas are getting fertilized and when. This should include some type of soil enhancement two times per year.

Maintenance Schedule. We would like the landscaping company to provide us with a maintenance schedule so that we know what areas are being attended to and when. (Trimming/mowing/insect spraying) To accommodate the trimming/maintenance detail needed to retain the manicured look, this may require the landscaping company to increase their current man hours from four men at three hours per week to four men at four hours per week. A rate increase proposal was submitted from Western Landscape at an additional \$450 per month to add the extra man hours.

Plant Recommendations.

- ✓ We would like to see the hedge that begins in the extra parking area, (Hibiscus & Giant Bird of Paradise), continue all the way from the Palapa to the main entrance. It will require pulling some of the weaker plants out and replace with additional Hibiscus, (the Giant Bird of Paradise is already in place and the Bamboo section will remain). This planting should begin as soon as the contractor can submit a proposal. Number, placement and size of Hibiscus plants to be purchased and the list of plants to remove will be presented at a future date.
- ✓ We would like to match the look/plants that are in the front of the Guard House and duplicate those plants in the island that is between the wooden gates. (more Xanadu Philodendron and possible Sege palms)
- ✓ Also, we would like to see additional Landscape Bowls on the two open lava pillars, one out in front of the Guard House and one at the end of the island between the wooden gates.
- ✓ Additional Lily of the Nile plants to fill in the area in front of the bamboo. There are a few in place already, but more are needed. (Red Apple groundcover may be removed)

There will be future plant recommendations, but we will begin one step at a time.

These recommendations are listed in order of priority. Our goal is to achieve a lush, healthy and green tropical-like landscape. The committee is requesting your feedback and/or approval concerning our requests.

We appreciate your time and attention to these matters.

Sincerely,

CBD Landscape Committee

Capistrano Bay District Landscape Committee

Mission Statement

The mission of the Capistrano Bay District Landscape Committee is to inspect and assess all landscaped areas, extending from the Community entrance southward to the property line of 35051 Beach Road. The Committee will make recommendations to the District Board of Directors for the purpose of promoting a lush, healthy, and green tropical-like landscape.

The committee will meet monthly to review and discuss the overall condition and maintenance of the landscaping and to prepare a report for the Board of Director's meeting.

Committee Members:

Phyllis Masto

Toni Bancroft

Liz Davis

Steve Schwartz

Dave Gutierrez

Karen Morris

Capistrano Bay District Landscape Committee

Policy & Procedures

- A. Observe watering and health of plants
 - a. Suitability of plants
- B. Maintenance of plants
 - a. Removal of dead plants
 - b. Trimming of plants
 - c. General look of landscape
- C. Recommendations to District Manager
 - a. Maintenance issues
- D. Recommendations to District Board
 - a. New cost issues
 - 1. Plant replacement
 - 2. New Landscape additions
 - 3. Increase Landscape man hours
- E. Committee Reports will be due by 15th of each month. Email or drop off at office. Make up a report after District Board meeting and send to Committee members.

FYI:

- 1. Landscape crew current schedule: 4 men for 3 hours/week, includes 20 min drive time.
- 2. Irrigation current schedule: Watering 4 days / week. Lawns for 10 minutes and Planters for 5 minutes per zone.
- 3. Fertilization Schedule: (info to come next week)