

REGULAR MEETING #642
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
Tuesday, May 29, 2018
REGULAR MEETING: 6:30 pm
OPEN TO THE PUBLIC
Location: Palisades United Methodist Church
27002 Camino de Estrella, Capistrano Beach, CA

1. CALL TO ORDER

Board President Schwartz called the Meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

Board President Schwartz led attendees in the Pledge of Allegiance.

3. ROLL CALL

Directors Present: Schwartz, Haack, Breeding, Muller and Clark (Departed at 7:45 pm)
Staff: District Manager Russell
Absent: No Directors were absent
Agents: Authorized Agent Eric Parsons, Webb Community Management, Inc.
Contractors Present: No Contractors were present
Guest Speakers: Kelly Becker of Securitas Security Services

***Closed Session Report of Action**

The Board reported that no action was taken during the closed session review of the Webb Management contract.

4. PUBLIC COMMENTS

Homeowner Bob Bancroft discussed the recent double yellow line painting that was completed near the entrance of the community and how the lines were not completed.

Director Haack commented that some residents are constructing fences on the beach and posting no trespassing signs to prevent people from walking on their private portion of the beach.

5. APPROVAL OF MINUTES

a. Meeting #641 of April 24, 2018

MOTION – A Motion was made by Director Haack, seconded by Director Clark and voted 5-0 to approve the Minutes of Meeting #641 as presented.

6. SECURITY

a. Monthly Securitas Report for April 2018

Securitas Post Commander Robert Stabenow reported that there have been some parking issues in the community. The Board advised Securitas they would like the security personnel to knock on the doors of violators to let them know that their car will be towed if they do not move their cars. Mr. Stabenow also reported that there was a homeowner who was upset about a process server who gained access into the community but assured the Board the correct protocols were followed. On other issues, staff was directed to deactivate the transponders on the city building inspectors' vehicles.

b. Discussion regarding performance of Securitas Security Services

Kelly Becker of Securitas Security Services was present to talk about the proposed contract increase that has been presented. She advised that previous concerns about high levels of turnover with security staffing could be alleviated with slightly higher wages, and a majority of the contract increase would be going towards an hourly wage increase. The Board was in agreement and Securitas will revise their bid to reflect the approved starting wage and submit for review at the next meeting.

MOTION - A Motion was made by Director Clark, seconded by President Schwartz and voted 5-0 to set a new starting wage of \$14.00/hour for Security Officers.

7. LCP/COASTAL UPDATE

President Schwartz updated the community on shoreline and coastal issues, and gave a historical account of the deed restrictions being implemented for remodels and new construction, which several homes in the community have currently agreed to. President Schwartz encouraged homeowners to carefully read the notice that is being mailed out soon for additional details on the topic. The Board's position at this time is to inform the community about the deed restrictions and to wait and see how the legal landscape unfolds. There are numerous lawsuits currently filed addressing the legality of similar deed restrictions. The Board will continue to inform the community with relevant information on the shoreline issue as it develops.

8. FINANCE

a. Report of Monthly Expenses through April 2018:

Director Muller gave a brief report on the Financials. Manager Russell reported there will be a budget workshop on Wednesday, June 13th at 9:30 AM at the District Office.

Current Assets: \$1,911,271.60

Current Liabilities: \$55,677.44

Total Equity: \$3,644,548.93

9. OLD BUSINESS

a. Undergrounding of Utilities – Progress Report

There was no update and the item has been postponed to the June meeting.

10. NEW BUSINESS

a. District website must be made public (SB 929)

Manager Russell reported that all Special Districts in California must have a publicly accessible website by January of 2020 to be in compliance with Senate Bill 929 which was passed into law this year.

11. QUALITY OF LIFE DISCUSSION TOPICS

a. Report on upcoming rental season

Admin Assistant Karen Morris reported that the policy of SeaBreeze Rental Mgmt. to not allow new renters into the community until 4:00 PM on their check-in day was causing issues at the front gate with traffic congestion. Manager Russell pointed out that this problem can be easily corrected by permitting renter access at whatever time on check-in day they arrive,

explaining that preventing congestion at the gate is of higher priority than trying to make it convenient for the rental operators.

b. District contribution to CBRA

CBRA representative Melissa Irani reported on the planning status for the Annual Summer Meeting and has asked the Board for an additional \$1,000 to help defray the cost of additional expenses this year, which will include two golf carts to help with transportation along Beach Road, a DJ for music and a BBQ trailer. Melissa believes more people will come with these additional improvements, and is projecting that approximately 100 people will attend. The Annual Summer CBRA Meeting will be held on Saturday, August 18th.

MOTION - A Motion was made by President Schwartz, second by Mr. Breeding and voted 4-0 (Clark had to leave prior to this item) to increase the CBRA annual contribution to \$2500.

12. WRITTEN COMMUNICATIONS

Letter of opposition to LAFCO was presented with no action taken.

13. BOARD AND STAFF COMMENTS

Manager Russell announced that the next Board meeting will be held on Thursday, June 28th, 2018 at 6:30 PM.

ADJOURNMENT

Board President Schwartz officially adjourned the Meeting at 8:50 P.M.

ATTEST:

State of California)
County of Orange)
Capistrano Bay District)

I, Donal S. Russell, Manager of the Capistrano Bay Community Services District, hereby certify that this is an *APPROVED* copy of the Minutes of Meeting #642, held on May 29, 2018.

Donal S. Russell
DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

June 28, 2018
DATE