

**REGULAR MEETING #657**  
**CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS**  
**MINUTES**  
**Tuesday, October 29, 2019**  
**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**

President Schwartz called the Meeting to order at 6:30 pm

**2. PLEDGE OF ALLEGIANCE**

President Schwartz led attendees in the Pledge of Allegiance.

**3. ROLL CALL**

Directors Present:	Board President Schwartz, Haack, Irani, McNulty
Staff:	District Manager Russell, Karen Morris
Absent:	Director Muller
Agents:	Authorized Agent Kellyann Phillips, Compass PMC
Contractors Present:	Securitas Post Commander Robert Stabenow
Guest Speakers:	

**4. PUBLIC COMMENTS**

No public comments

**5. APPROVAL OF MINUTES**

Meeting #656 held on September 24, 2019

*MOTION* – A Motion was made by Director Haack, seconded by Director Irani and voted 3-0-2 (Muller absent and McNulty arrived after this item) to approve the Minutes of Meeting #656 as presented

**6. SECURITY**

a. Monthly Securitas Report for Sept/Oct 2019

Manager Russell explained that the reporting period for security activity is being moved to include the current month up to the last Friday prior to the board meeting to address current activity.

Securitas Post Commander Robert Stabenow spoke on the issues for the previous month and commented on a noticeable slowing of activity as winter approaches. The incidence of speeding is decreasing due to the presence of the extra patrol officer running more speed checks with the radar gun. Branch Manager Jeff Engen introduced himself again to those who were not present at the September meeting.

**7. THIS ITEM LEFT PURPOSELY BLANK**

**8. FINANCE**

Manager Russell reported a budgeting error for the annual Securitas Contract that will put the budget in negative figures for the year. This error and the cancellation of the User Fee for this year will force the District to draw on reserves to meet operating expenses. The District has already engaged with an engineer for the five-year reserve study update. This is the first step in the process to create a new User Fee assessment program.

**9. OLD BUSINESS**

a. **Underground Utilities Report**

Dave Gutierrez was not present to provide a verbal report

**10. NEW BUSINESS**

A. **Review of proposed trash enclosure for 35371 Beach Road**

**MOTION** – A Motion was made by President Schwartz, seconded by Director Haack and voted 4-0-1 to approve the trash enclosure for 35371 as per the plans dated 10-29-19.

**11. QUALITY OF LIFE-CBRA DISCUSSION ITEMS – STR ISSUES**

Karen Morris reported on her attendance at the community workshop for the Capistrano Beach County Park facility, next to the community entrance. The County is currently taking input from the community at large for consideration in designing a final concept. Ms. Morris also announced the District will soon be presenting a new website where homeowners can link to progress with the County Beach Park project.

**12. WRITTEN COMMUNICATIONS**

a. **Letter to Governor Newsom re Assembly Bill 1184**

Manager Russell reported the news from Sacramento that the Governor vetoed AB1184 (Gloria), the veto of which was supported by the California Special Districts Association.

**13. ADJOURNMENT**

President Schwartz Adjourned the meeting at 6:56 pm

**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 #657, held on October 29, 2019.

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

December 10, 2019  
DATE