

**REGULAR MEETING #656
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES**

**Tuesday, September 24, 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

With Board President Schwartz absent, Director Haack called the Meeting to order at 6:31 pm

2. PLEDGE OF ALLEGIANCE

Director Haack led attendees in the Pledge of Allegiance.

3. ROLL CALL

Directors Present:	Director Haack, Irani, McNulty. President Schwartz arrived at 6:55 PM
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:	

CLOSED SESSION REPORT OF ACTION

No closed session this month

4. PUBLIC COMMENTS

No public comments

5. APPROVAL OF MINUTES

Meeting #654 held on July 2nd and meeting #655 held on July 16, 2019.

MOTION – A Motion was made by Director Haack, seconded by Director Irani and voted 3-0-2 to approve the Minutes of Meeting #654 as presented.

MOTION – A Motion was made by Director Haack, seconded by Director McNulty and voted 3-0-2 to approve the Minutes of Meeting #655 as presented.

6. SECURITY

a. Monthly security report for August 2019

Securitas Post Commander Robert Stabenow spoke on issues for August. He noted it has been slow with summer coming to an end - just a few issues. There were stolen UPS packages from two separate homes and some renter complaints about Seabreeze rental properties. It was decided that going forward District Management will call the homeowner of any rental unit not following the guidelines for vacation rentals - regardless of the time of day or night.

The new Branch Manager for Securitas, Jeff Engen, was introduced. It was noted by Manager Russell that he can already see improvements since Mr. Engen assumed the position.

7. FINANCE

a. Monthly expenses through August 2019

Director Muller was not present at the meeting but did verbally note to Manager Russell in an earlier phone call that he had no questions or comments. Manager Russell reported that the County's tax revenue estimate for Secured Property Taxes was made available in late August and was consistent with the District's tax revenue estimate for the FY20 Budget.

8. OLD BUSINESS

a. Underground Utilities Report

Dave Gutierrez reported that it would be \$103,000 for the final prelim design if prepared by SDGE, however, he is working on getting quotes from others on SDGE's list of approved vendors. Mr. Gutierrez hopes to have bids for Board review in time for the next meeting on Tuesday, October 29th.

9. NEW BUSINESS

a. Review of proposed trash enclosure at 35705 Beach Road

MOTION – A Motion was made by Director Haack, seconded by Director Irani and voted 4-0-1 to approve the trash enclosure at 35705 Beach Road, as per the plans of 9-10-19.

10. QUALITY OF LIFE-CBRA DISCUSSION ITEMS-STR ISSUES

a. CBRA and STR updates

Karen Morris said there is nothing to report on CBRA but added that Jeff Rosaler, STR Manager at the City, has been more proactive with citing homeowners for rental violations.

11. WRITTEN COMMUNICATIONS

a. Homeowner Stephen Reid had sent the Board a news clipping of an effort in San Diego to install groins along the beaches for sand retention.

b. Manager Russell presented a late-arriving letter from attorney Alex Schwada regarding shoreline protection. Board President Schwartz had arrived in time to address comments made in the Schwada letter and deferred to the opinion offered by District Counsel regarding the challenges facing Homeowners in attempting to obtain permits for any type of shoreline armoring beyond sandbags.

12. BOARD AND STAFF COMMENTS

a. Director Haack noted 3 items:

- Construction fence at 35099 is gradually encroaching further into the roadway – the mess needs to be cleaned up and the fence moved back
- Cement at the cross drain at 35195 is spalling and needs repair
- Has the City now completed its shoreline protection work up in the District's Emergency Access Road area – Manager Russell stated they still have to repair the pavement on the bike trail.

13. ADJOURNMENT

President Schwartz Adjourned the meeting at 7:19

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 a *DRAFT* copy of the Minutes of Meeting #656, held on September 24, 2019.

Donal S. Russell

DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

September 30, 2019

DATE