

**REGULAR MEETING #668**  
**By Teleconference due to COVID Pandemic**  
**CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS**  
**MINUTES**  
**Tuesday, December 8, 2020**  
**REGULAR MEETING 10:00 AM**

**1. CALL TO ORDER**

Board President Irani called the Meeting to order at 10:03 AM

*\*Director Saeed Irani was appointed as the new Board President at the previous Board meeting*

**2. PLEDGE OF ALLEGIANCE**

Manager Russell led attendees in the Pledge of Allegiance

**3. ROLL CALL**

Directors Present:

Board President Irani, Haack, McNulty

Staff:

District Manager Russell, Karen Morris

Absent:

Directors Schwartz and Muller

Agents:

Authorized Agent Kellyann Phillips, Ryan Phillips, Compass PMC

Contractors Present:

Securitas Post Commander Robert Stabenow

Guest Speakers:

None

**4. PUBLIC COMMENTS**

There were no public comments

**5. APPROVAL OF MINUTES**

Meeting #667 of October 27, 2020

*MOTION* – A Motion was made by Director Haack, seconded by President Irani, and voted 3-0 to approve the Minutes of Meeting #667 as presented (Schwartz and Muller absent)

**6. SECURITY**

**a. Monthly Security Report**

Security Post Commander Robert Stabenow reported that the month of November was very busy for the security team with several vagrant trespassers, some over-occupied STR's that were reported to the City, numerous open vehicle windows and garage doors, and a long-term renter who had to be evicted due to gross rental contract violations. Fortunately, there were no reports of theft or breaking in.

**7. THIS ITEM LEFT BLANK**

**8. FINANCE**

**a. Monthly Expense Report**

The expense report through November 30<sup>th</sup> was received and filed.

**b. Revision to Current Budget for Expenses Relating to Shoreline Protection**

Manager Russell confirmed that the two new expense items that were approved at the previous Board meeting have been incorporated into the operating budget as of November 4<sup>th</sup>.

## **9. OLD BUSINESS**

### **a. Shoreline Protection Progress Report**

Manager Russell provided the following update:

- the District has hired a coastal engineer: Walter Crampton of TerraCosta Engineering
- the Board has met with Coastal Commission staff for a good Q and A meeting
- the Board also met with OC Parks to solidify a partnership for mutual CDP support
- the Mgr is working on contacts with OCTA and SCRRA (Railroad) for additional mutual support
- TerraCosta Engineers is discussing temporary permit details with the CCC's coastal engineer
- the District and numerous homeowners are actively supporting the County's CDP application for their hearing with the CCC on Wednesday December 9<sup>th</sup>

It is the Board's intent to submit an application to the Coastal Commission for a temporary CDP in January. The intent is to obtain a temporary permit for the entire Beach Road community.

### **b. Aerial Mapping of the Beach**

Manager Russell was happy to report that Guida Surveying just completed the aerial photo mapping project for the entire community from end to end. The mapping exhibit will be available upon request after the Board has had an opportunity to review the material for any revisions.

### **c. Development Impact Fee (DIF) Revision**

President Irani asked for a postponement of this item to next month since two Directors are absent and the two incoming Directors are not yet familiar with this piece of business.

## **10. NEW BUSINESS**

There is no new business

## **11. QUALITY OF LIFE - CBRA**

There were no comments or discussion

## **12. WRITTEN COMMUNICATIONS**

There were no written communications

## **13. SWEARING IN OF NEW DIRECTORS**

Manager Russell administered the Oath of Office to the District's two new Board members:

- Brad Jenkins (35395)
- Will Wiersig (35411)

Directors Jenkins and Wiersig will take their seats on the Board at the first meeting in January 2021.

## **14. BOARD AND STAFF COMMENTS**

Board President Irani thanked outgoing Directors Steve Schwartz and Steve Muller for their years of dedicated service to the community.

## **ADJOURNMENT**

Board President Irani adjourned the meeting at 10:45 AM

**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 #668, held December 8th, 2020.

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

*January 26, 2021*  
DATE