

ITEM 5

REGULAR MEETING #663
By Teleconference due to COVID Pandemic
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
Tuesday, June 25, 2020
REGULAR MEETING 10:00 am

1. CALL TO ORDER

Board President Schwartz called the Meeting to order at 10:00 am

2. PLEDGE OF ALLEGIANCE

President Schwartz lead attendees in the Pledge of Allegiance

3. ROLL CALL

Directors Present:	President Schwartz, Directors Muller, Haack, Irani, McNulty
Staff:	District Manager Russell, Karen Morris
Absent:	None
Agents:	Authorized Agent Kellyann Phillips, Ryan Phillips, Compass PMC
Contractors Present:	Securitas Post Commander Robert Stabenow
Guest Speakers:	Greg Mills, Stacey Taylor, Serrano Water District

4. PUBLIC COMMENTS and PUBLIC HEARING

Greg Mills, candidate for Southern Region CSDA Board member, attended the meeting to ask for District support in voting for him in the upcoming CSDA election. Stacey Taylor also spoke in support of Mr. Mills. Both were thanked for making the effort to attend the meeting.

PUBLIC HEARING

NOTICE OF PUBLIC HEARING OF THE BOARD OF DIRECTORS OF THE CAPISTRANO BAY COMMUNITY SERVICES DISTRICT TO CONSIDER RESOLUTIONS FOR A PROPOSED LEVY OF SPECIAL BENEFIT ASSESSMENT, PREVIOUSLY ASSESSED UNDER THE TITLE OF "USER FEE".

District Manager Russell opened the public comment portion of the hearing explaining that this proposed assessment is nothing more than the same User Fee that has been assessed to property owners since 1983, that new laws require a review and update of the original resolutions and the Engineer's Report. The District is NOT asking for an increase in the fee, in other words, the only change is that the fee will now be referred to as the *Special Benefit Assessment* instead of the title of User Fee.

President Schwartz then called for public comments. Hearing none, and having no further discussion, the Board took the following actions:

MOTION – A motion was made by Pres. Schwartz, seconded by Director Muller and passed 5-0 to approve Resolution No. 6-25-20-1, a resolution approving the revised Engineer's Report of May 22, 2020

MOTION – A motion was made by Pres. Schwartz, seconded by Director Haack and passed 5-0 to approve Resolution No. 6-25-20-2, a resolution ordering the levy and collection of assessments.

President Schwartz then closed the public hearing and resumed the regular meeting.

5. APPROVAL OF MINUTES

Meeting #662 of May 26, 2020

MOTION – A Motion was made by Director Haack, seconded by President Schwartz and voted 5-0 to approve the Minutes of Meeting #662 as presented.

6. SECURITY

a. Monthly Security Report

Security Post Commander Robert Stabenow reported on an increase in late night trespassing, primarily in the south end of the community, where individuals have most likely climbed over the RR block wall looking for unlocked vehicles to rifle through. Some homeowners have provided surveillance camera footage of an intruder checking for unlocked car doors. The following was suggested for deterrence:

- set up a line of surveillance cameras along the block wall
- raise the wall height with the use of lattice woodwork as has already been done in some areas
- work with OCTA to remove some of the soil that has piled up over the years behind the wall
- switch the daytime extra patrol officer to night duty for additional presence in that area

MOTION – A motion was made by Board Pres. Schwartz, seconded by Director Irani and voted 5-0 to approve a budget of \$10,000 for surveillance cameras and to move the extra patrol officer to night duty.

b. Fourth of July Safety Program

Manager Russell reported that the District will be implementing the same safety resources as have been used in the past: a contingent of off-duty police officers to provide a foot patrol out on the beach mainly for illegal fireworks and any disturbances, several additional traffic control security guards at the community entrance to help prevent congestion over the RR tracks and the community entrance driveway and overlapping patrol officer shifts to maintain parking and an open roadway for emergency vehicle response.

7. THIS ITEM LEFT PURPOSELY BLANK

8. FINANCE

a. Monthly expense report

The expense report through June 30, 2020 was accepted as submitted.

b. Approval of Draft Budget for FY21

Board Pres. Schwartz noted that the budget was reviewed and pre-approved during the recent budget meeting and having no further revisions, the Board took the following action:

MOTION – A motion was made by Board Pres. Schwartz, seconded by Director Muller and passed 5-0 to approve the Draft Budget for FY21 in the amount of \$1,393,874.00

9. OLD BUSINESS

a. Underground Utilities Report

The District's consultant for this project, Dave Gutierrez, discussed his draft of the proposed information mailer that is eventually to be sent out to all property owners to describe in detail the steps in the overall project and a cost estimate. Additionally, the mailer is intended to provide an unofficial, non-binding survey of the community by way of a return ballot to determine whether or not there is support for continuing with the project. The draft mailer will be provided to the Directors for comment and any revisions before it is ready to be circulated to property owners.

10. NEW BUSINESS

a. City/CCC issue with unpermitted shoreline armoring

Manager Russell reported the same as last month that a meeting with the Coastal Commission has still not been scheduled and he will continue reaching out to the City for that meeting.

11. QUALITY OF LIFE - CBRA

Karen Morris shared that because of the passing of Wayne Schafer and COVID19, the annual CBRA summer party has been officially cancelled with no alternate date set at this time.

12. WRITTEN COMMUNICATIONS

There were no written communication this month

ADJOURNMENT

Board President Schwartz adjourned the meeting at 11:54 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 a *DRAFT* copy of the Minutes of Meeting #663, held June 25, 2020.

Donal S. Russell

DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

June 25, 2020

DATE