ITEM 5

REGULAR MEETING #673
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
Tuesday, May 25, 2021
REGULAR MEETING 6:30 PM
OPEN TO THE PUBLIC

1. **CALL TO ORDER**
   District Manager Russell called the Meeting to order at 6:30 PM

2. **PLEDGE OF ALLEGIANCE**
   Manager Russell led attendees in the Pledge of Allegiance

3. **ROLL CALL**
Directors Present:	Irani, Haack, McNulty, Wiersig and Jenkins
Staff:	District Manager Russell, Karen Morris
Absent:	None
Agents:	None in Attendance
Contractors Present:	Allied Security Post Commander Robert Stabenow
Guest Speakers:	None

4. **PUBLIC COMMENTS**
   There were no public comments

5. **APPROVAL OF MINUTES**
   Meeting #672 of April 27th, 2021

   MOTION – Motion was made by Board President Irani, seconded by Director Jenkins, and voted 5-0 to approve the Minutes of Meeting #672 as presented.

6. **SECURITY**
   a. Monthly Security Report (April/May 2021)
   Security Post Commander Robert Stabenow reported on several STR-related incidents with uncooperative renters arguing with security over parking restrictions and noise at night. One incident involved a renter actually driving up to the community exit gate and sitting in position while the gates opened up, as a ploy to allow her friend's vehicle to then enter through the opened exit gates. PC Stabenow also remarked that, at least for now, the increased intervention by security over electric bikes appears to have brought a measure of control – security will continue with this proactive program.

7. **This Item Left Blank**

8. **FINANCE**
   a. Monthly Expense Report
   The expense report through April was received and filed. Manager Russell reported that the draft budget for the upcoming fiscal year will be ready for Board review in mid-June. After the initial review, the Board then holds a budget workshop to conduct a more detailed review then final approval at the regular June Board meeting on Tuesday, June 29th.

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9. **OLD BUSINESS**

   a. Shoreline Protection Progress Report
   Board President Irani reported that the District has received a reply letter from the CCC dated 5-12-21 and opened a discussion with the District's attorney, Steve Kaufmann, regarding how to best respond to the letter. It was agreed to reply back to the CCC further explaining that the District has no authority to represent homeowners and that the CCC is going to have to work with homeowners individually. There was no comment from Directors regarding the email letter of 5-19-21 from homeowner Jack Tarr.

   b. LAFCO/Latent Powers
   Manager Russell reported that the application package has been submitted to LAFCO. Next step will be a coordinating meeting in about mid-June to review the material in the application and to learn what comes next in the process. It was pointed out that the process will be somewhat delayed due to the roll over into the new fiscal year with all agencies working to get their budgets done.

10. **NEW BUSINESS**
    There was no new business

11. **QUALITY OF LIFE - CBRA DISCUSSION ITEMS**
    Admin Assistant Karen Morris reported that the City Council conducted the first reading of the Draft STR Program last Tuesday. It was pointed out that the City appears to be moving to allow small parties and to expand parking for STR's. The Board agreed with Manager Russell's recommendation that the District send a letter to the City requesting no such change to the existing parking rules for Beach Road STR's due to the limited capacity already existing here in the community.

12. **WRITTEN COMMUNICATIONS**
    Written letters from the CCC and homeowner Jack Tarr were addressed during Agenda Item 9a.

13. **BOARD AND STAFF COMMENTS**
    There were no comments

ADJOURNMENT
   Manager Russell adjourned the meeting at 8:07 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 a *DRAFT* copy of the Minutes of Meeting #673, held May 25th, 2021.

Donal S. Russell   May 28, 2021

DONAL S. RUSSELL, Manager   DATE
Capistrano Bay Community Services District