

ITEM 5

REGULAR MEETING #684
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
Tuesday, May 31, 2022
REGULAR MEETING 6:30 PM
OPEN TO THE PUBLIC

1. CALL TO ORDER

District Manager Russell called the Meeting to order at 6:32 PM

2. PLEDGE OF ALLEGIANCE

District Manager Russell led attendees in the Pledge of Allegiance

3. ROLL CALL/SWEARING IN OF NEW DIRECTORS

Directors Present: Jenkins, Lurner and Misher
Staff: Manager Russell, Admin Assist. Morris
Absent: Directors McNulty and Wiersig
Agents: None
Contractors Present: AUS Security Supervisor Robert Stabenow
Guest Speakers: None

4. PUBLIC COMMENTS

There were no public comments

5. APPROVAL OF MINUTES

Meeting #683 of April 26, 2022

Motion by Director Jenkins, seconded by Director Lurner and voted 3-0-2 (two Directors absent) to approve the Minutes #683 as presented.

6. SECURITY

a. Monthly Security Report – April 2022

Security Supervisor Stabenow pointed out that with summer coming, our rental guest activity is expected to ramp up as security engages with kids on e-bikes riding recklessly and with more anxious speeding guests. Director Lurner asked how much time is spent on our security operations in dealing specifically with renters and can the District charge a special fee to rental owners to offset this renter-related burden.

b. Surveillance System and Reinstating District Police Program

Manager Russell pointed out that while a surveillance camera system seems like a great plan, there is a huge expense with the initial setup then ongoing maintenance costs on as many as 40-50 camera locations plus needing someone to monitor the video feed in the guard shack. It would be much less expense to train our current security staff in being more proactive in intervening with speeders and reckless e-bike riders..Director Lurner suggested that security begin inserting a SPEED LIMIT handout in the regular rental packet that is issued to each renter upon arrival. Director Misher suggested an awareness/education program to better inform rental owners. It was also pointed out that the speed limit striping on the roadway has been worn away in all areas and needs to be restriped. Additionally, the District can look into the cost of an electronic speed readout sign placed on a permanent signpost somewhere near the community entrance. Manager Russell will implement some of these suggestions immediately and research for an electronic speed sign.

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Regarding the matter of possibly reinstating the District Police Program, Manager Russell reported that the District could easily get the program back into operation as the previous Police Officer, Jim Williams, can be available for a part-time detail for the District. There was consensus from the Board to pursue this option with Director Misher suggesting that we run the program as a three-month trial and measure the effectiveness and impact on speeding. Manager Russell was directed to implement the Police program on a part-time schedule for the summer.

7. **This Item is Left Purposely Blank**

8. **FINANCE**

a. **Monthly Expense Report**

The expense report through April 2022 was received and filed. Director Lurner inquired about the security contract stating that \$50,000 per month (actually \$45,300) is a lot of money and asked if there is any possibility that the District might not be getting the best deal from Allied Universal Security. Director Misher added his agreement and suggested the District explore the possibility of a savings on the contract. He also asked for a report on all the District's existing contracts. Manager Russell will examine the AUS contract and also propose to AUS the possibility of a 3 year contract to lock in costs.

b. **New Fiscal Year Budget**

Manager Russell reported that the new FY23 Operating Budget will be ready for a Board review by the middle of June, that efforts with the Shoreline Advisory Committee have delayed staff's work on preparing the new budget.

9. **OLD BUSINESS**

a. **Shoreline Protection/Advisory Committee Report**

The District received a notice from the City announcing a hearing with the Coastal Commission on June 6/7, 2022 to approve the City's Local Coastal Plan Amendment (LCPA). With such short notice and the fact that there was a lot of proposed modifications introduced by the CCC staff, it was essential that the Advisory Committee make a request to the City for a postponement to create time to review all the conditions being required by the CCC. ***Manager's Note: on Friday following the Board meeting the City informed the Advisory Committee that CCC staff consented to a postponement to July 13.*

b. **Sandbag Mess on the Beach**

In response to numerous complaints by homeowners and to avoid potential problems with either the city or the CCC, the District has sent cleanup request letters to the eleven properties who have torn, collapsed and/or shredded sandbags and sandcubes.

10. **NEW BUSINESS**

a. **Mandatory Organic Waste/Food Scraps Recycling Law/Revision to Ordinance No. 05-205**

The District has progressed to conducting an inventory of trash enclosures to determine who has space in their existing trash enclosures to accommodate a small 30-gallon food scraps barrel and thus begin to bring the community into compliance with the new state law. Next step will be to send letters to this first group of homeowners to make them aware of the mandatory compliance and that this program comes at no cost.

11. **QUALITY OF LIFE - CBRA DISCUSSION ITEMS**

Administrative Assistant Karen Morris reported that the City Planning Commission was ready to approve the new STR regulations but due to opposition by homeowners, the matter is being appealed and will be heard by the City Council at their meeting on June 21st.

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12. WRITTEN COMMUNICATIONS

a. Sandbag Mess on the Beach

Email letter from homeowner Dan Nichol. This item was discussed under Agenda Item 9b.

13. BOARD AND STAFF COMMENTS

There were no comments.

NEXT BOARD MEETING: Tuesday, June 28th.

ADJOURNMENT Manager Russell adjourned the meeting at 8:20 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 #684, held on May 31, 2022.

Donal S. Russell

DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

May 31, 2022

DATE