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**REGULAR MEETING #713
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
REGULAR MEETING 6:00 PM
Tuesday, February 25, 2025
OPEN TO THE PUBLIC**

1. CALL TO ORDER

District Manager Russell called the regular meeting to order at 6:00 PM

2. PLEDGE OF ALLEGIANCE

District Manager Russell led attendees in the Pledge of Allegiance

3. ROLL CALL

Directors Present:	McNulty, Misher, Lurner and Seidensticker
Staff:	Manager Russell, Karen Morris
Absent:	Director Champlain
Agents:	None
Contractors/Consultants:	Robert Stabenow, Allied Universal Security
Guest Attendees:	None

4. PUBLIC COMMENTS

There were no public comments

5. APPROVAL OF MINUTES

a. Meeting #712 of January 28, 2025

Motion was made by Director Seidensticker, seconded by Director Lurner and approved 4-0-1 (Champlain absent) to accept the minutes of meeting #712 of January 28, 2025.

6. THIS ITEM LEFT BLANK

7. SHORELINE COMMITTEE

a. Miller/Ong CDP applications to the City

The City returned the application packet on February 20th for a second round of Plan Check corrections. The consulting team (Lamport, Skelly, Winecki) have scheduled a meeting for Feb. 27th to discuss the new requests from Planning and to assign tasks for response to the City.

b. Casa Mira HOA vs CCC/Petition to State Supreme Court

After the petition was submitted to the State Supreme Court, the Coastal Commission was granted a time extension to respond to the petition. This resulted in an additional time extension request from Casa Mira to make a final response to the CCC's submittal. Given these time extensions, our counsel Steve Kaufmann estimates that a decision from the Court on whether they will take the case could take us into April.

c. Coastal Commission Letter/Town Hall Meeting

There were a total of 103 attendees at the town hall meeting on February 18th. The Committee is well aware that there was a lot of information presented and some property owners were hearing this material

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for the first time. For this reason, the Committee will be mailing out a guidance letter very soon summarizing next steps for property owners. In addition, Stan Lamport, counsel for the Committee, has been directed to put together a response letter to the CCC indicating the interest by the community to join in a collaborative effort to reach solutions to the shoreline erosion problem.

8. SECURITY REPORT

a. Security Monthly Report for February 2025

The monthly report was received and filed.

9. FINANCE

a. Monthly Financial Report through January 2025

The financial report was received and filed.

10. OLD BUSINESS

a. New District General Counsel

The Board agreed to update the August 2024 engagement agreement with Redwood Public Law/John Bakker, with a current agreement confirming Mr. Bakker's fee at \$525/hour and directed Manager Russell to sign the agreement. Official Board action to engage with Redwood Public Law was taken at the January meeting pending confirmation of the hourly rate.

11. NEW BUSINESS

There was no new business this month

12. QUALITY OF LIFE - CBRA DISCUSSION ITEMS – SHORT TERM RENTALS

Nothing to report from the CBRA or the City on STR's

13. WRITTEN COMMUNICATIONS

There were no written communications

14. BOARD AND STAFF COMMENTS

Director Misher reminded Manager Russell to begin creating a job description for his position as the District begins to plan for Mr. Russell's eventual retirement. While Manager Russell is not leaving any time soon, the actual transition to a replacement is going to take time and begins with a comprehensive written job description.

ADJOURNMENT: Manager Russell adjourned the meeting at 6:40 PM.

NEXT COMMITTEE MEETING : Thursday, March 13th at 10:00 AM via Zoom

NEXT BOARD MEETING: Tuesday, April 1st at 6:00 PM.

ATTEST:

State of California)
County of Orange)
Capistrano Bay District)

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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 #713, held on February 25th, 2025.

Donal S. Russell

DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

February 26, 2025

DATE

DRAFT