

# ITEM 5a

**REGULAR MEETING #714  
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS  
MINUTES  
REGULAR MEETING 6:00 PM  
Tuesday, April 1, 2025 (March Meeting)  
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 Champlain
Staff:	Manager Russell, Karen Morris
Absent:	Director Seidensticker
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 #713 of February 25, 2025**

Motion was made by Director Lurner, seconded by Board President McNulty and approved 4-0-1 (Seidensticker absent) to accept the minutes of meeting #713 of February 25, 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) are working on responses to this second set of requests for information and revisions. New in this round is a request for temporary shoring of the structure while excavation is performed for deep burying of the proposed sand cubes and boulder riprap. The Engineer is calling for permanently placed concrete caissons for this temp shoring and the consultants are asking instead, for temporary steel sheet piles that can be pulled out after work is complete.

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

Manager Russell explained that the State High Court denied the petition by Casa Mira. This leaves Casa Mira with the choice of whether they want to go the expense and effort to introduce a new case to the US Supreme Court. There is no further word at this time.

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### **c. Coastal Commission Letter Alleging Violations**

The Shoreline Committee directed Stan Lamport to send a response letter to the Coastal Commission replying to their request seeking interest on the part of the Beach Road community in engaging in a community-wide response. The letter was sent out on February 26<sup>th</sup> with proof of receipt returned the following day.

### **8. SECURITY REPORT**

#### **a. Security Monthly Report for March 2025**

Director Lurner requested that Security begin providing a log of when the e-check in sites are visited by the patrol officers during their shifts. These are electronic tags placed at various locations in the community that the officers use for tracking their movements up and down the road.

### **9. FINANCE**

#### **a. Monthly Financial Report through February 2025**

*The financial report was received and filed.*

### **10. OLD BUSINESS**

*There was no old business*

### **11. NEW BUSINESS**

#### **a. Manager Job Description**

Manager Russell explained he is actively working on describing the details of the Manager position.

### **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**

The question was asked whether homeowners will be permitted to sit in and listen to the next meeting between the CCC and the Shoreline Committee whenever it gets scheduled. Manager Russell will find out and report.

**ADJOURNMENT:** Manager Russell adjourned the meeting at 6:38 PM.

**NEXT SANDAG MEETING:** Thursday, April 3rd at 11:30 AM

**NEXT COMMITTEE MEETING :** Tuesday, April 15th at 10:00 AM via Zoom

**NEXT BOARD MEETING:** Tuesday, April 29th at 6:00 PM.

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### 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 #714, held on April 1st, 2025.

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

April 7, 2025  
DATE