

ITEM 5a

**REGULAR MEETING #715
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
CLOSED SESSION 5:30 PM
REGULAR MEETING 6:00 PM
Tuesday, April 29, 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, Seidensticker and Champlain
Staff:	Manager Russell, Karen Morris
Absent:	None
Agents:	None
Contractors/Consultants:	Robert Stabenow, Allied Universal Security
Guest Attendees:	None

CLOSED SESSION REPORT OF ACTION

Manager Russell stated that no action was taken during the closed session

4. PUBLIC COMMENTS

- John Seidensticker asked if the Committee could report their expenses regularly
- Bill Nassour offered his thoughts on dealing with the Coastal Commission

5. APPROVAL OF MINUTES

a. Meeting #714 of April 1, 2025 (regular March meeting)

Motion was made by Director Lurner, seconded by Director Seidensticker, and approved 5-0 to accept the minutes of meeting #714 of April 1, 2025.

6. THIS ITEM LEFT BLANK

7. SHORELINE COMMITTEE

a. Miller/Ong CDP applications to the City

The second round of plan check corrections are almost complete and are expected to be submitted back to the City Planning within 10 days. Due to the comprehensive review by Planning, the City is asking for an additional \$11,000 deposit to cover plan check and legal review of the project.

b. Formation of South Orange County Beach Coalition

Our Fifth District Supervisor Katrina Foley is pulling together a continuation of the previous effort by her predecessor, Lisa Bartlett, that was originally called the *South OC Coastal Resiliency Strategic Plan*. Supervisor Foley is calling on numerous Orange County stakeholders to join in continuing the

ITEM 5a

regional discussion regarding shoreline erosion and beach nourishment. The District was invited to join and participate as a voting member, which was done effective April 8th, 2025.

c. Budget Discussion for Participation in the Sout OC Beach Coalition

When asked if there are any costs associated with participation, it was explained that aside from counsel review of the MOU and By Laws, the County will be picking up the administrative tab for the first year, once the Coalition is established. Until then, it is not known how the fees moving forward will be apportioned. The MOU is non-binding and the District can step down if the effort does not yield promise, during this first year.

d. New Reply Letter from the Coastal Commission

The Shoreline Committee received a response letter from the Coastal Commission on April 23rd, to our letter sent out to the CCC back in February. The Committee letter stated the community is willing to meet with Coastal staff to discuss the issues pointed out in their December 10th letter to 105 homeowners. It was expected that the next reply from the CCC would provide some dates for getting together to meet. Instead, the CCC totally ignored their earlier request for a meeting and now is demanding an adaptation report be provided on each property, along with shoreline studies, etc. to which the Committee never agreed upon, and for which the CCC has no jurisdiction to enforce. The Committee is going to have to respond back to the CCC but fortunately, they've given 30 days to respond. This gives the Committee and counsel time to craft an appropriate response.

The Board asked for the CCC letter to be sent out to homeowners.

8. SECURITY REPORT

a. Security Monthly Report for April 2025

Director Lurner requested, at the last meeting, that Security begin providing a log of when the e-check in sites are visited by the patrol officers during their shifts. This component of the Heliaus program has not been completely worked out yet. It will be one more month to customize a useful and easy-to-read report. What Security would like to provide is a report for every 24 hr period that shows each 8 hr shift, who was on duty, and the time each checkpoint was visited by the duty patrol officer, from one end of the road to the other. Security also reports that the onboard radar equipment and power connection has been repaired and patrol is now able to resume running radar checks on drivers and provide a monthly report. For service people who are repeat offenders, the District can simply ban their access to the community and to be able to return, would have to show proof of current DL, vehicle registration and insurance.

9. FINANCE

a. Monthly Financial Report through April 2025

The financial report was received and filed.

b. Fiscal Year Budget Coming Up

Manager Russell stated we are currently gathering pricing on any cost increases for vendor services, utilities, planned improvement projects, etc. in prep for the new fiscal year starting July 1.

10. OLD BUSINESS

a. Roadway Sealcoating and Repairs

Coming in May will be replacement speed bumps and pavement maintenance in preparation for a full roadway sealcoating job in June. No date set yet for the sealcoating.

ITEM 5a

11. NEW BUSINESS

South Orange County Beach Coalition was discussed under Agenda Item 7b.

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

Letter from Fifth District Supervisor Katrin Foley was discussed under Agenda Item 7b.

14. BOARD AND STAFF COMMENTS

Director Seidensticker – Requested Manager Russell to continue working on District Manager Job Description.

Director Lurner – Asked Manager Russell if he can speak to the resignation of two Committee members.

Manager Russell – Kristin Stark has stepped off but held the door open to perhaps return. Bill Fox has also stepped off and said he would provide an explanation to the Board and Committee at a later time.

ADJOURNMENT: Manager Russell adjourned the meeting at 7:00 PM.

NEXT SANDAG MEETING: Thursday, June 5th, 11:30 AM, San Diego
NEXT COMMITTEE MEETING : Monday, May 19th at 10:00 AM via Zoom
NEXT BOARD MEETING: Thursday, May 29th at 6:00 PM.

ITEM 5a

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 #715, held on April 29th, 2025.

Donal S. Russell

DONAL S. RUSSELL, Manager
Capistrano Bay Community Services District

May 1, 2025

DATE