

CAPISTRANO BAY DISTRICT
AGENDA REPORT
APRIL MEETING
August 26, 2025

Old Business

ITEM 10a

Manager Job Description

The District Manager was away on vacation and has not had time to make progress on this matter. There is an existing job description but is outdated and in need of revision.

ITEM 10b

Disaster Preparedness

Likewise with this topic, there's been limited progress due to Manager vacation. One item, however, that property owners can immediately implement is the *AlertOC Mass Notification System* so messages relating to any number of emergency events can be instantly communicated to participants via their smart phones, home phones and computers.

Go online to www.alertOC.org and take two minutes to register with your phone numbers and begin receiving notifications, instructions and updates when an emergency is happening.

ITEM 10c

Private Property/No Trespassing Signage/District Vacant Lot

The District already has signs posted but on counsel's advice, double-sided signs are recommended so they can be seen clearly from both directions.

ITEM 10d

ROADWAY SEALCOATING PROJECT

Just a heads up that this project will get underway on Tuesday, September 16th through Friday, September 19th. Depending on progress, striping may be delayed until the following Tuesday (no road work on Monday trash day).