

ITEM 5a

**REGULAR MEETING #723
CAPISTRANO BAY DISTRICT BOARD OF DIRECTORS
MINUTES
CLOSED SESSION 5:00 PM
REGULAR MEETING 6:00 PM
Tuesday, January 27, 2026
OPEN TO THE PUBLIC**

1. CALL TO ORDER

District Manager Russell called the regular meeting to order at 6:05 PM

2. PLEDGE OF ALLEGIANCE

Manager Russell led attendees in the Pledge of Allegiance

3. ROLL CALL and CLOSED SESSION REPORT OF ACTION

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

Manager Russell reported that no action was taken during the closed session.

4. PUBLIC COMMENTS

There were no public comments

5. APPROVAL OF MINUTES

a. Meeting #722 of December 9, 2025

MOTION was made by Director Champlain, seconded by Board President McNulty, and approved 5-0 to accept the minutes of meeting #722 of December 9, 2025.

6. SHORELINE ARMORING PERMITS REQUIRED

a. The City is requesting a halt to all beach armoring efforts and requiring owners to obtain permits for all future shoreline protection work. Staff was directed to write a notice to the community for review by counsel and the Board before mailing out.

7. SHORELINE COMMITTEE

a. Miller CDP application/Planning Commission Hearing

Manager Russell reported that the January 26th hearing before the Planning Commission has been moved to Monday, February 9th, 2026.

b. South OC Beach Coalition Meetings

The monthly meetings are continuing. The Committee has engaged with John Ciampa, local private planning consultant, to join with the District in attending these meetings as the group works on completing the Regional Sediment Management Plan for the Orange County Coast.

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8. SECURITY REPORT

a. Security Monthly Report for Dec/Jan 2026

Director Seidensticker pointed out a need for further training of gate officers in practicing better communication skills when speaking to homeowners who operate STR's when there are renter-related issues.

b. Final revised daily security patrol report form

After several back n forth meetings with Allied Security's tech team, a final format for the daily patrol report is complete. The Board agreed this is an acceptable format, easy to read from top to bottom and shows all patrol activity, almost minute by minute through the officer's eight hour work shift.

9. FINANCE

a. Monthly Financial Report through December 2025

The report was received and filed

10. OLD BUSINESS

a. Administrative Projects for Staff

Staff has communicated with two private Emergency and Disaster Preparedness consulting firms and is expecting proposals for presentation at the February Board meeting. These firms are:

- Rincon Consultants
- Jacob Green & Associates

The scope of work is to collect all the disaster preparedness and emergency planning materials in the District's files and create a disaster preparedness guidance booklet for property owners.

11. NEW BUSINESS

a. Invalid claim against the District

The District has been mistakenly named in a Notice of Claim of Liability which has been turned over to District Counsel for case management.

b. Proposed Trash Enclosure/Misher 35361 Beach Road

Homeowner Ross Misher is proposing to relocate his existing trash enclosure from the side of his RR parking area over to a new position against the rear block wall, thus creating a fourth parking space.

MOTION was made by Director Champlain, seconded by Director Seidensticker, and approved by a vote of 4-0-1, with Director Misher abstaining based on obvious conflict of interest.

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

There were no new issues to discuss

13. WRITTEN COMMUNICATIONS

There were no written letters or other communications

14. BOARD AND STAFF COMMENTS

There were no Board nor Staff comments

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ADJOURNMENT: Manager Russell adjourned the meeting at 6:42 PM.

NEXT BOARD MEETING:	Tuesday, Feb. 24, 6:00 PM
NEXT SANDAG MEETING:	Thursday, Mar. 5, 11:30 AM, San Diego
NEXT So. County Beach Coalition Meet :	Wednesday, Feb 18, 4:00 PM
NEXT COMMITTEE MEETING:	Tuesday, Feb. 10, 10:00 AM
SMART COAST CALIFORNIA:	Nothing on the calendar

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 #723, held on January 27, 2026

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

January 28, 2026
DATE