



**MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT**

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 13, 2009

A. ORGANIZATION

1. CALL TO ORDER: 7:05 P.M.

**2. ROLL CALL: Directors Joel Rattner, Shannon Hough, Ronald Casey, Jeffrey Rips,
Acting President Alfred Coletta**

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. ACTING PRESIDENT ALFRED COLETTA (2008) STATE OF THE DISTRICT ADDRESS.

Acting President Alfred Coletta presented the State of the District address. The address focused on the accomplishments of the District and several important issues experienced in 2008.

b. LT. TOM GALLIVAN, ORANGE COUNTY SHERIFF'S DEPARTMENT- QUARTERLY CRIME STATS.

Lt. Tom Gallivan presented the 4th Quarter Crime Statistics to the Board for October, November and December of 2008. Lt. Gallivan stated that the Orange County Sheriff's Department had arrested two suspects in connection with recent Rossmoor residential burglaries, but that major crimes were reduced in comparison to the 4th Quarter of 2007.

ITEM H-8-POTENTIAL RESPONSE TO A DIRECTOR REGARDING SCOPE OF DUTIES AND RECENT INTERACTION WITH DISTRICT EMPLOYEE WAS TAKEN OUT OF ORDER AND ACTED UPON AT THIS TIME

The Board received an oral report from Mr. William Floyd, Labor and Employment Attorney for District General Counsel, Best, Best, & Kreiger. General Counsel recommended that the Board schedule a closed session under anticipated litigation to deal with a recent District Employee complaint against a Board Member. Motion by Director J. Rips, seconded by Director S. Hough agreeing to hold a Special Meeting on

Tuesday, January 20, 2009 at 6:30 p.m. in the East Room at Rush Park in order to address the matter. Motion passed 5-0.

THE BOARD RETURNED TO ITS REGULAR AGENDA AT THIS TIME

5. ELECTION OF OFFICERS: PRESIDENT, 1ST VICE PRESIDENT & 2ND VICE PRESIDENT

The Board held its election of officers with the following results: Alfred Coletta was elected President, Shannon Hough was elected 1st Vice President, and Jeffrey Rips was elected 2nd Vice President.

B. ADDITIONS TO AGENDA – None

C. PUBLIC FORUM –President Coletta opened up the Public Forum.

- Kenneth Brown-Addressed the Board on the matter of Item H-1. The General Manager stated that the item would be addressed later on in the agenda.
- Susan Rehman-Discussed the upcoming Ms. Rossmoor Pageant
- Shawn Wilson-Addressed the Board on Rush Park field development issues. He stated that he initially supported the idea in order to relieve some of the congestion at Rossmoor Park and was frustrated at the “*not in my backyard*” stance that some Rossmoor residents held.

THE PUBLIC FORUM WAS CLOSED

D. REPORTS TO THE BOARD- None

E. CONSENT CALENDAR

Director J. Rattner requested the removal of Items E-2 and E-3.

1. MINUTES:

a. Regular Meeting of December 09, 2008.

Motion by Director J. Rattner, seconded by Director R. Casey to adopt the minutes as presented. Motion passed 5-0.

2. REVENUE AND EXPENDITURE REPORT-November, 2008

This item was removed from the consent calendar.

3. REPLACEMENT OF THE RUSH PARK AUDITORIUM MAIN HVAC SYSTEM

This item was removed from the consent calendar.

THE ITEMS REMOVED FROM THE CONSENT CALENDAR WERE ACTED UPON AT THIS TIME.

2. NOVEMBER REVENUE AND EXPENDITURE REPORT

Director J. Rattner had questions relative to the appearance of taxes in the budget and report structure.

RCSD Accountant/Bookkeeper, Kathy Bell stated that the Fund Balance software automatically picked up individual salaries and put them in the budget. She said various adjustments to this anomaly were forthcoming. She also agreed to make additional corrections in order to reflect missing charges from West Coast Arborist in the Small Tree Care and Watering portions of the Budget. The report was received and filed.

3. REPLACEMENT OF THE RUSH PARK AUDITORIUM MAIN HVAC SYSTEM

Director J. Rattner had questions relative to bid estimates and ductwork. Discussion ensued. Motion by Director H. Hough, seconded by Director J. Rips to authorize the General Manager to expend additional funds for the replacement of the inoperative main Rush Park Auditorium HVAC system, and award the bid to South Bay Heating and Air for \$16,800 and an additional \$7,700 for rooftop ductwork. Motion passed 5-0.

F. PUBLIC HEARING-None

G. RESOLUTIONS

1. RESOLUTION NO. 09-01-13-01: LIST OF DISTRICT OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.

The election of new Board officers necessitates the updating of the District's banking signature forms authorizing new officials to transact business with its financial institutions which house the District's investments, savings and/or checking accounts. Motion to approve the list authorizing the President, 1st Vice President, 2nd Vice President, General Manager, and Accountant/Bookkeeper to transact the District's financial business passed by Roll Call Vote, 5-0.

H. REGULAR CALENDAR

1. DEVELOPMENT OF FIELD 1 AT RUSH PARK FOR SOFTBALL PLAY

The General Manager requested Board authorization to go out to bid for development of Field 1 at Rush Park for organized softball play with the most qualified bidder. The public addressed the Board with various comments:

Kenneth Brown-Opined against the field development, stating that it could potentially lower property values and create excess noise and parking issues. He felt the parks were currently being monopolized by organized sports.

Susan Rehman-Applauded the field development; commenting that smaller children would present little if any impact with regard to field overuse. Ms. Rehman also pointed out that

ample parking was available at Rush Park, which in her opinion was currently underused and stated that the smaller children needed a field of their own.

Shawn Wilson-Asked the Board to consider the saying, “If you build it, they will come,” and requested the Board exercise caution and be sure not to overbuild the field, otherwise it might present a temptation to older children.

Steve Lightner-Stated that it was naïve to think that the sports community would not conduct multiple, daily practice games during softball season. He further stated that this would impact the neighbors to some degree.

Motion by Director J. Rips to authorize the General Manager to go out to bid with the most qualified bidder for development of Field 1 for Pee Wee Softball Play and utilize funds in Fund 40, seconded by Director S. Hough. Discussion ensued with Director Rattner expressing some reservations regarding the submitted design proposals. Motion passed 4-1, with Director J. Rattner, voting No.

2. QUARTERLY RECREATION REPORT AND SURVEY RESULTS.

Recreation Coordinator, Emily James presented a summary of her Quarterly Report to the Board and answered questions relative to recreation programming and upcoming events. The report was received and filed.

3. REQUEST FOR CO-SPONSORSHIP OF RHA EVENTS

Motion by Director J. Rips, seconded by Director S. Hough to give co-sponsorship and logistical support to the Rossmoor Homeowner’s Association in planning its Annual Picnic; postpone any monetary donation decisions until next month’s Board Meeting conditioned upon the RHA submitting a Budget line item for justification purposes. It was also stated by the Board and the General Manager that it was inappropriate to refer to RCSD Recreation Coordinator, Emily James as “Co-Director” of the RHA events and Ms. James availability would be determined with respect to her current schedule; to the extent it coordinated with the RHA’s needs; all time would need to be fully compensable. Motion passed 5-0.

4. SECOND READING OF AMENDMENTS TO BOARD POLICIES NO. 3020-BUDGET PREPARATION AND REVISION; NO. 3025-FINANCIAL AUDIT; NO. 3035 INVESTMENT OF DISTRICT FUNDS; NO. 4030 BOARD REMUNERATION AND REIMBURSEMENT; AND NO. 4060-COMMITTEES OF THE BOARD OF DIRECTORS

Recommendation to give second reading and approve amendments to Policies 3020, 3025, 3035, 4030 and 4060 as submitted. Discussion ensued with Director J. Rattner requesting that each policy be called out and voted on separately in order to consider his suggested changes. Results were as follows: Motion by Director J. Rattner to approve Policy 3020 as submitted, seconded by Director R. Casey. Motion passed 5-0. Motion by Director J. Rattner to approve Policy 3025 as submitted, seconded by Director J. Rips. Motion passed 5-0. Motion by Director J. Rattner to approve Policy 3035 as submitted, seconded by Director J. Rips. Motion passed 5-0. Motion by Director J. Rattner to approve Policy 4030

with his suggested revisions. Motion failed for lack of a second. Director J. Rips called for the question. Vote to adopt the policy as submitted passed 4-1 with Director J. Rattner voting No. Motion by Director J. Rattner to approve Policy 4060 with his revisions. Motion failed for lack of a second. Director J. Rips called for the question. Vote to adopt the policy as submitted passed 4-1, with Director J. Rattner voting, No.

5. PROPOSALS FOR AUDITORIUM SOUND AND LIGHTING UPGRADES

Motion by Director J. Rattner, seconded by Director S. Hough to authorize the General Manager to negotiate an agreement for the replacement of the sound and lighting systems for Rush Park Auditorium; Fund 40. Discussion ensued with regard to the current sound and lighting limitations. Susan Rehman commented on how pleased she was at the plan for upgrades as it would enhance resources available for the Miss Rossmoor Pageant as well as the community at large. Motion passed 5-0.

6. PURCHASE OF 200 REPLACEMENT CHAIRS FOR USE IN THE AUDITORIUM

The General Manager provided the Board with two display chairs and provided a handout which served to illustrate the stacking capabilities of the Auditorium facility chair replacement options. The General Manager stated that the existing chair inventory was in limited quantities, had fallen into disrepair, required abundant storage space and had portability issues. Discussion ensued and it was the decision of the Board to purchase the more economical chair in the color blue. Motion by Director S. Hough, seconded by Director R. Casey to authorize the General Manager to purchase 200 stackable replacement chairs and six chair dollies from Office Furniture Concepts in the amount of \$9,485 from Fund 40. Motion passed 5-0.

7. AUTHORIZATION FOR BOARD MEMBER TRAVEL FOR TRAINING

Motion by Director J. Rips, seconded by Director S. Hough to authorize the General Manager to make travel arrangements for Board members R. Casey and J. Rips to attend a Special District and Local Government Institute Governance Seminar scheduled for February 19-20, 2009 in San Francisco, CA. at an estimated cost of \$3,000 and authorize additional expenses toward training materials for Director S. Hough, who could not attend. Discussion ensued relative to the justification for the training. Motion passed 4-1, with Director J. Rattner voting No.

I. GENERAL MANAGER ITEMS

The General Manager reported on the Rush Park Auditorium redesign options. The Conklin Group's floor plan renderings were passed out to the Board. Architect, Rick Conklin of The Conklin Group, answered questions relative to design, furniture options, stage and seating arrangements. President A. Coletta requested some additional seating that would accommodate up to 4 staff members. Director J. Rips had questions relative to storage. The General Manager stated that he was currently addressing said concerns with Rick Conklin, and would present some possible solutions at the next regular meeting.

The General Manager informed the Board of the recent passing of former RCSD General Manager, Jami Doyle, stating the date and time of the upcoming memorial service, and suggested the meeting be adjourned in her memory. President A. Coletta called for an observance of a moment of silence. Director J. Rips requested staff send a tangible condolence on behalf of the District. The General Manager agreed to forward said condolences.

J. BOARD MEMBER ITEMS

Director J. Rattner had questions relative to the recent CD purchases made.

The General Manager responded that the rates had dropped at one of the financial institutions, which prevented staff from obtaining the rate called out in last month's motion. Therefore, the General Manager, in consultation with Acting President, Coletta agreed to purchase an additional CD at the same institution which paid the 4% rate.

Director J. Rattner requested that District consider ceasing their practice of lighting the flagpole and instead allocate staff to raise and lower the flag, daily, at dusk and dawn, in order to economize on lighting costs.

The General Manager stated that keeping the American flag lit for 24 hrs. had always been the practice but felt raising and lowering it at dusk and dawn was not the best way to utilize staff. The General Manager did assure Director Rattner that past lighting issues would be addressed in the near future.

Director J. Rattner requested a list of long term facility users.

Director J. Rattner inquired about a Memorial Tree Program as suggested by C.J. Crockett. He requested that the item be researched and placed on next month's agenda.

Director J. Rattner also inquired about the Quarterly Tree Report. Discussion ensued relative to the Tree Consultant Agreement, scope of work and varying interpretations of what actually constitutes an inspection.

Director S. Hough called on the Board to end discussion as this item had been previously discussed. President A. Coletta suggested it be postponed to a future meeting.

Director S. Hough announced that she would not be present at the February 2009 Regular Meeting.

L. ADJOURNMENT

Motion by Director J. Rips, seconded by Director S. Hough to adjourn the regular meeting at 10:00 p.m. in memory of Jami Doyle, former RCSD General Manager. Motion passed 5-0.

SUBMITTED BY:

Henry Taboada
Consulting General Manager