



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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, August 11, 2009**

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**A. ORGANIZATION**

**1. CALL TO ORDER: 7:01 P.M.**

**2. ROLL CALL: Directors Joel Rattner, Shannon Hough, Ron Casey,  
President Alfred Coletta; Director Jeffrey Rips had an excused absence**

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS-None**

**B. ADDITIONS TO AGENDA – None**

**C. PUBLIC FORUM -None**

**D. REPORTS TO THE BOARD-None**

**1. AD HOC TREE COMMITTEE REPORT**

The General Manager briefed the Board on the findings of the Ad Hoc Tree Committee Meeting held on July 22, 2009. The General Manager showed a brief video clip demonstrating the proper method for applying the ROOT-X product. The General Manager stated that the District did not endorse the ROOT-X product, however, the Sewer District had found it to be extremely effective in keeping main sewer lines clear.

President A. Coletta expressed appreciation for the opinions voiced by the community. President Coletta stated that the trees were the hallmark of the Rossmoor community; the urban forest distinguished Rossmoor from the surrounding communities of Los Alamitos and Seal Beach. He further opined that the trees were both a source of pride and responsibility for existing and potential homeowners. President A. Coletta heard comments from Ad Hoc Committee members, Director J. Rattner, and Director S. Hough and subsequently invited the public to address the Board on Rossmoor Way Sewer issues.

Mr. Eddie Cecilio and several other Rossmoor Way residents addressed the Board regarding sewer issues. Discussion ensued relative to the ROOT-X product, ageing sewer lateral infrastructure, and effective sewer lateral maintenance techniques.

It was the consensus of the Ad Hoc Tree Committee and the RCSD Board that sewer lateral maintenance and repairs were the responsibility of the individual homeowner. Erwin Anisman stated that the existing RCSD Tree Policy was broad enough to address extraordinary matters and did not require any alterations.

President A. Coletta stated that the RCSD would work in cooperation with the Sewer District to educate the community on proper sewer lateral maintenance. He also stated that the RCSD would post the ROOT-X application video clip with disclaimer and the Ad Hoc Tree Committee minutes on the District website and would also periodically publish lateral line cleaning reminders and resources in the District newsletter.

President A. Coletta called for a vote to affirm the existing RCSD tree policy. The RCSD Board voted unanimously, 4-0, to affirm the existing RCSD tree policy without changes.

President A. Coletta called for a vote as to whether the RCSD should approve or reject the Rossmoor Way resident's petition requesting removal of median trees on Rossmoor Way. The RCSD Board unanimously rejected the request 4-0.

## **E. CONSENT CALENDAR**

Director J. Rattner requested Items E-2, E-3 and E-5 pulled from the Consent Calendar.

### **1. MINUTES:**

#### **a. Regular Meeting of July 14, 2009.**

The minutes were approved as submitted.

### **4. QUARTERLY TREE REPORT**

The report was received and filed.

## **THE ITEMS PULLED FROM THE CONSENT CALENDAR WERE ACTED UPON AT THIS TIME**

### **2. JUNE 2009 REVENUE AND EXPENDITURE REPORT**

Director J. Rattner had questions relative to the year-to-date interest on income (p.1). He requested confirmation that the audit would reconcile the seemingly low interest earnings. The General Manager stated that the audit would indeed reconcile any interest from the current fiscal year and apply it to the previous fiscal year.

Director J. Rattner stated that the wording on p.14, number 4 gave the impression that the facility had been closed for an extended period of time, when in reality it was only for one month. The General Manager stated that the wording did not compromise the integrity of the numbers. The report was received and filed.

### **3. QUARTERLY STATUS REPORT**

Director J. Rattner had questions relative to the Movies in the Park event. Discussion ensued relative to reasons for the substantial increase in public participation.

Director J. Rattner also had questions relative to District eligibility for solar panel installation grants. The General Manager responded that applying for such a grant would be a long process and that he would not be able to address the matter until after the new roof was installed.

The report was received and filed.

### **5. QUARTERLY RECREATION REPORT**

Director J. Rattner complimented Recreation Coordinator Emily James on the thoroughness and comprehensiveness of her report. He offered suggestions for improving the District's Mini-Parks. Ms. James responded that she was currently researching several options to address the matter.

Discussion ensued. Director S. Hough suggested Concerts in the Park and Adult Pickup Games. Ms. James stated she was currently researching the former and Los Alamitos currently offered the latter; she did not wish to duplicate services already provided by Los Alamitos.

President A. Coletta suggested combining the Concerts in the Park event with the annual RHA Family Fun Day Picnic. This option would serve as the District's contribution as co-sponsor and would also alleviate some of the burden on staff. The report was received and filed.

Motion by Director J. Rattner, seconded by Director S. Hough to approve remaining items E-2, E-3, and E-5 on the Consent Calendar. Motion passed 4-0.

#### **F. PUBLIC HEARING-None**

#### **G. RESOLUTIONS**

##### **1. RESOLUTION 09-08-11-01 REJECTION OF CLAIM**

Recommendation to approve by roll call vote, Resolution No. 09-08-11-01 by reading the title only and waiving further reading as follows:

##### **A RESOLUTION OF THE BOARD OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM**

Discussion ensued. Director J. Rattner had questions relative to the timeliness of the District's rejection of the claim. The General Manager stated that the District insurance

company SDRMA had made the recommendation and the District had taken action at the earliest opportunity. At the request of Director J. Rattner, the General Manager agreed to consult with District Counsel.

Motion by President A. Coletta, seconded by Director S. Hough to approve Resolution 09-08-11-01 as submitted. The resolution was approved by roll call vote 3-1, with Director J. Rattner voting, No.

## **H. REGULAR CALENDAR**

### **1. REROOFING OF THE RUSH PARK AUDITORIUM-REJECT ALL BIDS**

Authorize the General Manager to reject all bids and rebid the project.

Discussion ensued. President A. Coletta suggested that in order to attract more bidders that it may be necessary to increase the budget for the project by 15-20%.

Motion by Director R. Casey, seconded by Director S. Hough, to increase the budget by 15% (to \$46K) and authorize the General Manager to reject all bids and rebid the Rush Park Auditorium roof project. Motion passed 4-0.

### **2. FIRST READING OF PROPOSED POLICY NO. 2025 AUTHORIZED LEAVE**

Recommendation to give first reading to proposed policy no. 2025 Authorized Leave.

The Board requested that the General Manager bring Policy No. 2025, as amended, back to the Board at their next regularly scheduled Board meeting for a second reading.

### **3. DISCUSSION AND POSSIBLE ACTION ON THE DISTRICT'S ALCOHOL POLICY**

Recommendation to discuss the District's current alcohol policy and consider eliminating the consumption of alcohol (beer and wine) at Montecito Center.

Director S. Hough requested that this item be tabled until the next regular Board meeting in order that all five Board members could be present for discussion. The item was tabled without objection.

### **4. AMENDMENT OF POLICY NO. 2000 GENERAL MANAGER AUTHORITY AND RESPONSIBILITIES**

Recommendation to give first reading to proposed revisions of Board Policy No. 2000 to better organize and more accurately depict the current range of duties for the General Manager position.

The Board requested that the General Manager make the language changes suggested by Director J. Rattner and bring Policy No. 2000, as amended, back to the Board for a second reading at their next regularly scheduled Board meeting.

## **5. RESERVING POPULAR PICNIC SITES AT RUSH AND ROSSMOOR PARKS**

Recommendation to discuss the current policy and give direction to the General Manager regarding a suggestion to reserve park space for picnics or other public gatherings.

Motion by Director S. Hough, seconded by Director R. Casey, to adopt the General Manager's recommendation. Discussion ensued relative to picnic area logistics, locations and fees.

Amended Motion by Director S. Hough, seconded by Director R. Casey to bring the picnic space reservation proposal back to the Board next month with revisions to policies and an amended fee schedule. Motion passed 4-0.

## **6. AUTHORIZATION TO HIRE A GENERAL CLERK**

The General Manager requested authorization to hire a General Clerk. He stated that after reviewing over 100 applications and embarking on an exhaustive recruitment process, a highly qualified candidate had finally been selected for hire, pending approval by the Board.

Jessica Verduzco answered questions from the Board relative to her work history and qualifications.

Motion by Director S. Hough, seconded by Director R. Casey to authorize the General Manager to hire Ms. Jessica Verduzco as the new General Clerk for the Rossmoor Community Services District. Motion passed 4-0.

### **I. GENERAL MANAGER ITEMS-None**

### **J. BOARD MEMBER ITEMS**

President A. Coletta requested that the General Manager research the legalities of putting the ROOT-X video on the website for community viewing. He also requested that the following information be added to the District website as well: Ad Hoc Tree Committee meeting minutes and a list of community enforcement options for street sweeping citations. He requested that the General Manager discuss more aggressive parking enforcement with O.C. Sheriff's Department Lieutenant Gallivan.

President A. Coletta expressed concerns about the upcoming I-405 project at Lampson and St. Cloud in Seal Beach; specifically its anticipated traffic flow impact to the Seal Beach Shopping Center and the southbound homes on Yellowtail. He requested that the RHA and the RCSD write an assertive letter to the County Board of Supervisors requesting an environmental impact report. He also requested that a community contact notice be placed on the District website and in the District newsletter in order to give the community of Rossmoor the opportunity to voice their concerns and take action.

Director Shannon Hough requested that the issue of Street Sweeping parking violation enforcement be placed on the next agenda. She also requested that the District increase public awareness and education by placing the topic on their website.

Director J. Rattner requested a list of the District's current investments.

The General Manager stated that the Investment Committee had elected not to meet because investments had not changed. He agreed to provide the Board with the listing.

Director J. Rattner also asked if District funds to be withdrawn due to Prop 1A would be reflected in the budget.

The General Manager stated because the District has sufficient revenue over expenses in the budget; Prop 1A would not require amending the budget. He also stated that he would place the Prop 1A subject on the October agenda for discussion.

Director Ron Casey had questions relative to the recent problems the District had experienced with computer viruses and inquired into the adequacy of the District's current virus protection software.

The General Manager stated that he and staff would be meeting with Brea IT in order to get a vulnerability assessment and would keep the Board informed of any developments and recommendations for more adequate virus protection software. He also stated that despite the virus attacks on the District computers, Brea IT had recovered all of the data and staff continued to be productive during this time.

**K. CLOSED SESSION-** Public Employee Performance Evaluation-pursuant to Government Code section 54957-Title General Manager

The Board recessed to a closed session at 10:00 p.m. to evaluate the performance of the General Manager.

**L. ADJOURNMENT**

The Board reconvened at 11:25 p.m. and reported out that the evaluation had been concluded. Motion by President A. Coletta, seconded by Director S. Hough to adjourn the regular meeting at 11:30 p.m. Motion passed 4-0.

**SUBMITTED BY:**

**Henry Taboada**  
**Consulting General Manager**