



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, February 13, 2018

A. ORGANIZATION

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

- 2. ROLL CALL:** Directors Nitikman, Maynard
President DeMarco
Directors Casey and Kahlert had excused absences

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. Orange County Sheriff's Department Lt. Jeff Puckett: Quarterly Crime Statistics

Sergeant Feely with the Orange County Sheriff's Department reported on Rossmoor Crime Statistics for the 4th Quarter of 2017. Director Nitikman had questions relative to the Board's request about obtaining data and statistics related to suspect apprehensions and crime resolutions. General Manager Ruth stated that he had met with Lt. Puckett regarding reformatting the crime statistics report. Lieutenant Puckett, agreed to research the possibility of including the requested crime resolution data. To the extent possible, such data could be included as long as it was readily available and did not violate any privacy disclosure laws. Discussion ensued relative to an increase in law enforcement presence in December to deter the increase in residential burglaries. Sergeant Feely stated that there was definitely and increased presence which included undercover officers and a supplemental task force. The presentation was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Bev Houghton, President of the Rossmoor Homeowners Association announced that the next RHA Board Meeting would be held on Tuesday, February 20, 2018. The scheduled guest speaker was Orange County Public Works Code Enforcement Officer, Chris Casillas. She encouraged everyone to attend. She also announced that April 17, 2018 was the application deadline to be on the ballot for the RHA Board of Directors. She concluded by stating that the committee was in the process of planning this year's Rossmoor Community Festival on the first Sunday in May. For more information, or to volunteer, visit www.rossmoorfestival.com.

D. REPORTS TO THE BOARD:

AT THIS TIME ITEM D-1 WAS MOVED DOWN IN THE AGENDA TO BE COMBINED WITH ITEM G-1 RESOLUTION NO. 18-02-13-01 ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

1. REPORT OF THE BUDGET COMMITTEE RE: 2017-2018 MID-YEAR BUDGET ADJUSTMENTS

2. QUARTERLY STATUS REPORT

The General Manager reported on the fourth quarter status report related to the District's Goals and Objectives. The report was received and filed.

3. QUARTERLY RECREATION REPORT

Recreation Superintendent Chris Argueta presented the Quarterly Recreation Report to the Board. He discussed the successful 2017 Rossmoor Winter Festival and other recreation programs. The report was received and filed.

4. QUARTERLY TREE REPORT

Tree Consultant Mary Kingman presented the Quarterly Tree Report to the Board. She discussed recent tree-related infographic additions to the website as well as the overall urban forest management over the quarter. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—January 9, 2018

1b. MINUTES PIFC MEETING—January 9, 2018

2. REVENUE AND EXPENDITURE REPORT—DECEMBER 2017

Motion by Director Nitikman, seconded by Director Maynard to approve the items on the Consent Calendar as submitted. Motion passed 3-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS:

ITEM D-1 REPORT OF THE BUDGET COMMITTEE RE: 2017 MID-YEAR BUDGET ADJUSTMENTS WAS ACTED UPON AT THIS TIME

Recommendation to adopt the Mid-Year Budget Amendments for FY 2016-2017 and approve Resolution No. 18-02-13-01 and Attachment A. The General Manager reported that the Budget Committee met on February 6, 2017 to discuss and make recommendations on the District's

Mid-Year Budget Amendments. The Amended Budget incorporated is the Budget Committee's recommendations. Discussion ensued relative to the increased revenue and decreased expenditure trend as well as continuing to build up District reserves. The General Manager stated that the District did not anticipate any impact from early payoff of the Rush Park Bond.

Motion by Director Maynard seconded by Director Nitikman to adopt the Mid-Year Budget Amendments for FY 2016-2017. Motion passed 3-0.

1. RESOLUTION NO. 18-02-13-01

Motion by Director Maynard, seconded by Director Nitikman to approve by roll call vote, Resolution No. 18-02-13-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

Resolution No. 18-02-13-01 was unanimously approved by roll call vote. Motion passed 3-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. REPORT OF THE GENERAL MANAGER RE: 2017 UPDATE OF THE FIVE-YEAR FISCAL PLAN

Receive the report of the Budget Committee recommending approval of the 2017 update of the District's Five-Year Fiscal Plan.

The General Manager reported that the Budget Committee met on February 6, 2017 and reviewed the 2017 update of the Five-Year Fiscal Plan prepared by HTGroup. It was the consensus of the Committee to forward the Plan to the Board for their review and adoption. Attached is Agenda Item C-1 which was presented to the Committee. Henry Taboada with HTGroup presented the Five-Year Fiscal Plan to the Board. Discussion ensued. The report of the Budget Committee approving the 2017 Update of the Five-Year Fiscal Plan was received and filed.

2. SECOND READING OF PROPOSED REVISIONS TO BOARD POLICY NO 3025 FINANCIAL AUDIT

Give second reading proposed revisions of Policy No. 3025 Annual Financial Audit.

At its regular meeting of December 12, 2017 the RCSD Board of Directors gave first reading to proposed revisions to Board Policy No. 3025 Financial Audit. Additional revisions were requested by the Board prior to the policy being brought back for second reading and possible adoption. The attached policy changes have been reviewed by General Counsel with no recommended changes. Discussion ensued.

Motion by Director Nitikman, seconded by Director Maynard to approve proposed revisions to Board Policy No. 3025 Financial Audit. Motion passed 3-0.

3 DISCUSSION AND POSSIBLE ACTION RE: RENEWAL OF CHILDREN'S GARDEN PRESCHOOL AGREEMENT AT ROSSMOOR PARK COMMUNITY CENTER.

Recommendation to renew the Children's Garden Preschool Contract Service Agreement at Rossmoor Park for an additional 3 years (2018-2021). Director Nitikman had questions relative to insurance requirements, background checks for parental volunteers, Exhibit A and Exhibit B. Lengthy discussion ensued relative to these items. The item was tabled temporarily until Recreation Superintendent, Chris Argueta located the missing exhibits in the main office.

4. DISCUSSION AND POSSIBLE ACTION RE: PROPOSED REVISIONS TO LOS ALAMITOS YOUTH CENTER COOPERATIVE PROGRAM AGREEMENT AT ROSSMOOR PARK COMMUNITY CENTER

Recommendation to approve the request of Lina Lumme, Executive Director of the Youth Center, to continue a partnering relationship with the RCSD in providing the annual Summer Day Camp Program and R.A.S.C.A.L.S. After School Program at Rossmoor Park.

The General Manager reported that staff has created a new Cooperative Programming Agreement that would encompass both the Day Camp and the proposed After School Program. The Agreement outlines roles and responsibilities of both the District and the Youth Center. The Agreement includes insurance requirements, financial responsibilities in the event the facility is damaged, water conservation requirements, use of the facility, maintenance responsibilities, etc. The Agreement has been reviewed by the District's General Counsel, who has no issues with the attached agreement.

Lina Lumme reported to the Board on the success of last year's Camp Shark and the After School Program. She thanked the District for its many years of successful co-sponsorship and support, which helped to make the program available to low income families. She provided an overview of the many local youth volunteers, staff and campers served by program every year. The summer camp has maintained its 5 star rating and last year's Shark Camp introduced additional educational offerings such as science and marine biology, boat trips and recreational excursions and Girl Scout Mobile Library. This year they would be adding additional walking field trips. Discussion ensued relative to the insurance policy \$3 million aggregate amount versus the \$1 million per occurrence. Lena agreed to increase the per occurrence amount to \$2 million.

Motion by Director Maynard, seconded by Director Nitikman to authorize the General Manager to enter into a new 3 year cooperative program agreement with the Los Alamitos Youth Center for the Camp Shark Summer Day Camp and R.A.S.C.A.L.S. After School Program. Motion passed 3-0.

AT THIS TIME THE BOARD RESUMED DISCUSSION ON ITEM H-3

3 DISCUSSION AND POSSIBLE ACTION RE: RENEWAL OF CHILDREN'S GARDEN PRESCHOOL AGREEMENT AT ROSSMOOR PARK COMMUNITY

CENTER.

Discussion continued relative to the Schedule of Use, Scope of Services, length of the agreement and insurance. Cathy Bailey and Sandy Hill answered questions from the Board. It was the consensus of the Board that the agreement be tabled until p. 126, paragraph 3 Term and Termination section could be edited according to General Counsel's recommendations; reformatted to include a clearly outlined Schedule of Use and Scope of Services and brought back for the Board's consideration at its next regular board meeting.

5. DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF CITY OF LOS ALAMITOS JFTB 4TH OF JULY FIREWORKS FUNDING REQUEST

Recommendation to Authorize General Manager to contribute the original \$8,700 in funds to the 31st Annual 4th of July Fireworks Spectacular event at the JFTB. The General Manager reported that in 2016, the Board approved the requested contribution of \$6,200. The 2017 request was for an additional \$2,500 to cover a shortfall in the events' budget. The District Board consented to a one time increase in the amount of \$8,700. The budget shortfalls for this event continue to be a challenge, so the City of Los Alamitos is once again requesting a contribution in the amount of \$8,700.

Discussion ensued relative to the rationale behind the annual requests for contribution increases, the quality of the event and what efforts the City of Los Alamitos has undertaken to raise funds. It was the consensus of the Board to table the item until the March 13, 2018 board meeting when representatives from the City of Los Alamitos could be available to present their justification for the request for an increase in the District's contribution along with a clear vision for the future. General Manager Ruth agreed to reach out to City Manager Brett Plumlee.

I. GENERAL MANAGER ITEMS:

The General Manager reported that the LA Seismic Study has been completed. The study seems to have gone well and he would update the Board with more information as it became available. He briefed the Board on the Street Sweeping Meeting he held with Street Sweeping Contractor R.F. Dickson's Steve Dickson, Orange County Sheriff Department's Lt. Jeff Puckett and Supervisor Steel's Office Representative Tim Whitacre, in order to discuss possible alternatives for street sweeping signage, notifications and citations. Unfortunately, all options discussed involved raising costs significantly and were not feasible for the Rossmoor Community. He further reported that RCSD staff has completed a Street Condition Survey and pothole map. The General Manager contacted the OCPW Supervisor regarding the potholes. Today he spoke with the inspector in person, who informed him that the County is the process of inspecting the areas identified for repair. Regarding the Crosswalks Removal at St. Cloud, the General Manager notified County Public Works who informed him that, as indicated on the notification signage near the area, they are seeking public input at Druid Street/St.Cloud before making a final decision. He also reported the status of LED Street Light Upgrades involving the County of Orange and Southern California Edison.

The General Manager announced that OCTA will make a presentation at the March 13th RCSD Board meeting on the proposed I-605 Katella intersection improvements. Brightview Landscaping Services & HTGroup Contracts will be up for consideration at the March meeting. He remarked that Accountant/Bookkeeper, Kathy Bell has had her knee operation and is doing well while recovering at home.

J. BOARD MEMBER ITEMS:

Director Nitikman requested that the General Manager follow up with CalTrans regarding I-405 Connector Project noise mitigation. General Counsel, Tarquin Preziosi stated that he would research the EIR/CEQUA question; however it was doubtful the District had any legal standing to bring an action for EIR violations. Director Nitikman opined relative to the format of the General Manager Status Report and how it related back to the Mission, Goals and Objectives. He remarked that the status updates should more clearly correspond to how we are achieving those objectives. He also requested more detail in the nature of the tree requests, how timely they are being addressed, and a report of vacant sites.

Director Maynard agreed with Director Nitikman that there needed to be a follow up with CalTrans and the I-405 Connector Project Noise Mitigation Requirements. He stated that independent of jurisdiction, the District needed its own clarity and understanding relative to whether or not covenants were made to the residents and whether the agency is in breach of those covenants. Director Maynard reminded everyone about the upcoming Rossmoor Community Festival and encouraged them to attend.

President DeMarco thanked the Orange County Sheriff's Department for their Crime Statistics report. He wished Accountant Bookkeeper Kathy Bell a speedy recovery. He also thanked LAUSD Superintendent Dr. Sherry Kropp and congratulated her on being awarded the 2018 Orange County Superintendent of the Year. He stated that RCSD should acknowledge her with a proclamation in June. President DeMarco further opined relative to Street Sweeping and citations. He stated that the District has met with R.F. Dickson and OCSD several times, but unfortunately, the District has little control and no viable options to improve the situation. RCSD only manages the street sweeping contract and options to add additional signage and dedicated ticket writers are both unrealistic and costly. He encouraged residents to propose any additional solutions the District has not already considered. President DeMarco advised the community regarding the County crosswalk removal on Druid/ St. Cloud. He suggested solar crosswalks on Montecito Road and St. Cloud. He concluded by wishing his wife, Rachel DeMarco a Happy Birthday.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Maynard, seconded by Director Nitikman to adjourn the regular meeting at 8:50 p.m. Motion passed 3-0.

SUBMITTED BY:

James D. Ruth
General Manager