



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

**REGULAR MEETING**

RUSH PARK  
Auditorium  
3021 Blume Drive  
Rossmoor, California 90720

**Tuesday, October 10, 2023**

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**A. ORGANIZATION**

1. CALL TO ORDER: 7:00 p.m.

2. ROLL CALL:

Present: Directors Barke, Maynard, Searles, Shade, President DeMarco

3. PLEDGE OF ALLEGIANCE: Boy Scout Troop 642

4. PRESENTATIONS:

President DeMarco announced Item d. will be heard at this juncture.

a. Recognition of Sponsors for the Summer Family Festivals

On behalf of the Board, President DeMarco thanked and recognized all sponsors of RCSD's summer events and presented each with plaques in appreciation for their service.

b. Presentation by Douglas Davert (Chair) and James Fisler (Commissioner) Orange County Local Area Formation Commission (OCLAFCO)

Jim Fisler, Commissioner, OCLAFCO, spoke about the organization; addressed a Municipal Services Review (MSR) and their annual tour of special districts as RCSD's elected representatives; referenced their Special District Dialogue quarterly emails and outreach efforts including a biannual publication, "The Pulse", sent to General Managers and elected officials and deferred to OCLAFCO Chair Douglas Davert.

Douglas Davert, Chair, OCLAFCO, urged the Board to call him, directly, with questions or concerns.

c. Golden State Water – Ken Vecchiarelli, Orange County District General Manager

Ken Vecchiarelli, Orange County District General Manager narrated a presentation regarding Golden State Water Company capital projects and an update on conservation measures and legislation and offered to respond to questions from the Board.

Discussion followed regarding additional State regulation guidelines and timelines, rates, the status of the fire hydrant replacement project and the moratorium periods.

d. Fentanyl Awareness Presentation by Sgt. Gunsolley and Resident Kimi Nilsen

Orange County Sheriff Captain A.J. Patella expressed appreciation for the recent Heroes Luncheon.

President DeMarco thanked Judy Klabouch, who first envisioned the program, along with Los Alamitos Chamber of Commerce President Nesi Stewart; introduced her representative, Kristen and expressed his appreciation to those involved in producing the event. On behalf of the Board, President DeMarco presented flowers and a plaque to Ms. Klabouch and Ms. Stewart in appreciation for the successful event.

Orange County Sheriff Sergeant Brian Gunsolley, Public Affairs and Community Engagement Division introduced Resident Kimi Nilsen, Event Organizer; discussed engagement of a healthcare agency and training; outlined format of the fentanyl seminar; discussed statistics, marketing to schools, free access to Naloxone (Narcan), treatment options, personal testimonies, pathways to fentanyl and Naloxone deployment training.

Ms. Nilsen voiced her passion for the subject; shared stories of fentanyl overdoses and urged parents to be aware and informed.

Fred Postino, retired LAPD, spoke in support of the program; reported he currently works for the LBPD, Missing Persons Unit; discussed the personal nature of this subject; opined most drug-abused persons started doing drugs because of a lack of someone to talk to, come from broken families or experience bullying in school and commented on the importance of providing education and resources.

The Board returned to Item a. and followed the rest of the agenda, as published.

**B. ADDITIONS TO AGENDA - None**

**C. PUBLIC FORUM**

President DeMarco opened the Public Forum portion of the meeting.

Dr. Maureen Wauters announced the passing of We Care Executive Director Rob Lowenberg; reported their programs will continue as they seek a new Executive Director; referenced the Traffic Committee meeting and spoke in favor of working with Seal Beach relative to permit parking and installing round-abouts and in support of pickleball at Rossmoor Park.

There was no response and President DeMarco closed the Public Forum.

## **D. REPORTS TO THE BOARD**

### **1. Report on the Urban Forest -- District Arborist Mary Kingman**

District Arborist Kingman presented a report on the RCSD Urban Forest from May to September 2023.

Discussion followed regarding vacant tree sites and resident refusals to replant, availability of resources for tree maintenance and replacement, identification of areas where the addition of trees is recommended and leaving room for memorial trees.

### **2. Monthly Traffic/Safety Update**

General Manager Mendoza discussed efforts to improve speeding, traffic and parking around the Rossmoor corridor; addressed the September 12, 2023 meeting with Orange County Public Works; thanked staff and Members of the Board for promoting it; spoke about doing a survey of the community and talked about agencies having the ability to set speeding limits.

Discussion followed regarding working on reducing speeds, adding slanted parking, the possibility of reducing the number of lanes on Montecito to two and a left turn lane, reduced visibility because of street parking, the need for increased resident outreach, landing on a configuration, enforcement, roundabouts, the upcoming Traffic/Safety meeting on Monday and attendance by the Los Alamitos School Board.

Director Searles noted there was no quorum for the September 12, 2023 meeting and therefore, there are not minutes. He added that the impromptu Traffic Committee meeting was not noticed and suggested rather than calling them, "Minutes", calling them, "General Manager Notes". Additionally, he reported being contacted by residents wanting to know how to get involved with the Traffic Committee.

## **E. CONSENT CALENDAR**

### **1. MINUTES:**

- a. Regular RCSD Board Meeting of July 11, 2023
- b. Regular RCSD Board Meeting of August 8, 2023

### **2. JULY 2023 REVENUE AND EXPENDITURE REPORT**

3. This item was pulled from the Consent Calendar by Director Searles.

### **4. PARKS/FACILITIES MAINTENANCE REPORT -- OMIRO PEREZ**

5. This item was pulled from the Consent Calendar by Director Searles.

Director Searles pulled Item No. E.3. and E.5. from the Consent Calendar for separate consideration.

Motion by Director Maynard, seconded by Director Barke, to approve the Consent Calendar Items 1., 2., and 4. as presented. Motion passed 4-1, with Director Shade abstaining.

### **ITEMS PULLED FROM THE CONSENT CALENDAR**

#### **3. AUGUST 2023 REVENUE AND EXPENDITURE REPORT**

Director Searles asked for clarification relative to \$7,500 Miscellaneous Expenditures (5010-5045) and General Manager Mendoza stated he will need to review it and return to the Board with a response.

President DeMarco suggested Board Members contact General Manager Mendoza with clarifying questions prior to meetings.

Director Searles made a typographical correction to Page 55 of the report.

#### **5. RENEWAL OF ROSSMOOR COMMUNITY SERVICES DISTRICT PROFESSIONAL SERVICES AGREEMENT FOR HEARING OFFICER SERVICES WITH MICHAEL EUGENE RANESES**

Director Searles suggested that when renewing a contract, changes should be acknowledged and confirmed.

Motion by Director Searles, seconded by Director Maynard, to approve the Consent Calendar Items 3. and 5. as corrected. Motion passed 5-0.

#### **E. PUBLIC HEARING – None**

#### **G. RESOLUTIONS - None**

#### **ORDINANCES – None**

#### **H. REGULAR CALENDAR:**

##### **1. DISCUSSION AND POSSIBLE ACTION REGARDING BIDS RECEIVED FOR PICKLEBALL COURT CONVERSION AND RESURFACING OF TENNIS AND BASKETBALL COURTS**

General Manager Mendoza presented details of the report; spoke about increased costs and that bid responses are high and highlighted options for the Board to consider.

Discussion, the condition of the basketball court and considering likely increases in costs in the future.

Director Shade stated she would like to review the bids themselves.

General Counsel Preziosi explained that what the Board is considering tonight is whether to award the contract to the lowest responsible bidder or to go out to rebid or exercise one of the other

options presented in the agenda report; noted there is a defined scope of work specifying materials or alternates, to bid upon and the only other deviation would be the amount and price.

Discussion followed regarding the scope of work and including the BID Package in the report for the Board to review.

General Counsel Preziosi reported the District is limited by the Public Contracts Code and special district law and may only award a contract to the lowest responsible bidder unless there is a finding that the lowest bidder is not a responsive bidder.

Director Searles recalled that in July, when pickleball was approved, there was going to be another meeting of the Budget Committee to include pickleball into Capital Improvements; noted that was not done and the extra costs of pickleball have not been addressed; added when the RFP was issued, the work was not itemized by sport and striping pickleball courts was not included and expressed interest in knowing the itemized costs (e.g., tennis, basketball, pickleball).

President DeMarco noted the need to rely on the General Manager and in response to his questions, General Manager Mendoza reported the vendors resurface courts and provide the same type of service.

Director Searles noted one of the bidders did not include pickleball in their proposal.

Discussion followed regarding the increases in prices from 2019, breaking up the job into phases and savings resulting packaging the scope of work.

General Counsel Preziosi noted the contracts code has a general prohibition on bid splitting to avoid the competitive bidding requirement.

Motion by Director Barke, seconded by Director Maynard, to approve the General Manager's recommendation to award the contract to the lowest bidder to resurface tennis, basketball and pickleball courts.

Director Maynard commented on increased costs over time; felt General Manager Mendoza published an appropriate bid package and spoke about trusting the General Manager's 45-year experience in Parks and Recreation.

Director Searles stated he remains opposed, as there were no discussions as to how to allocate the money within the budget and the budget was not amended.

Discussion followed the budget adjustment process and making amendments within the mid-year budget process.

Director Barke called for the question.

Motion by Director Barke, seconded by Director Maynard, to approve the General Manager's recommendation to award the contract to the lowest bidder to resurface tennis, basketball and pickleball courts. Motion passed 3-2, with Directors Searles and Shade, opposed.

2. INTRODUCTION OF AMENDMENTS TO POLICY NO 5020 TO INCLUDE RESOLUTIONS WITHIN REGULAR CALENDAR AGENDA ITEMS AND TO RESTORE PREVIOUSLY OMITTED LANGUAGE

General Counsel Preziosi presented details of the report and highlighted proposed changes.

Discussion followed regarding the need to review the handbook for corrections and consistency, updating the handbook for increased clarity, background on the policy and stating clearly that the public cannot bring items for Closed Session to the Board.

Motion by Director Barke, seconded by Director Maynard, to introduce, for first reading amendments to Policy No. 5020 to include resolutions within regular calendar agenda items and to restore previously omitted language. Motion passed 5-0.

3. REPORT FROM THE AD HOC WEBSITE COMMITTEE REGARDING RCSD WEBSITE REFRESH PROJECT

General Manager Mendoza introduced the item and deferred to Administrative Assistant Whang for a presentation.

Administrative Assistant Whang presented details of the report; discussed evaluation of the vendor by the Ad Hoc Website Committee and noted the vendor has special district expertise.

President DeMarco spoke positively regarding the proposed vendor and the capabilities of the website.

Director Shade added that the website monitors compliance as well as content; noted two vendors were evaluated and stated her excitement about the project.

Discussion followed regarding whether Streamline tracks personal data, the need to develop a privacy policy for RCSD and optimizing the website for a mobile experience.

4. DISCUSSION REGARDING RENEWAL OF PROFESSIONAL SERVICES AGREEMENT WITH RAMS, LLP FOR AUDITOR SERVICES

General Manager Mendoza presented details of the staff report and asked the Board to consider extending the contract by an increase of \$500 or go out to bid.

Director Shade stated she would prefer taking the item out to bid.

General Manager Mendoza responded to questions from the Board regarding the present Accountant's recommendations and suggested taking the item out to bid after the extension expires.

Director Maynard noted that Rams, LLP has institutional memory on RCSD and spoke in support of extending the contract.

General Counsel Preziosi reported that in terms of Professional Services Agreements, a competitive bid process is not mandated.

Motion by Director Shade, seconded by Director Searles, to renew the Professional Services Agreement with RAMS, LLP for auditor services, for one year. Motion passed 5-0.

## **I. GENERAL MANAGER ITEMS**

General Manager Mendoza reported that he and Director Maynard met with Supervisor Do's Chief Deputy regarding Rossmoor having its own zip code; added he met with Congresswoman Steel's office and submitted a formal request through them, to the Postmaster General. They have asked RCSD to explain the item further and remove or minimize the taxation portion because the Postmaster is not in charge of the taxation and stated he will work with Director Maynard to resubmit the request.

Additionally, General Manager Mendoza spoke about a recent meeting of the Personnel and Contract Committee; discussed upcoming contracts; addressed discussions with Los Alamitos Girl Softball League relative to fees and requirements and talked about establishing a formula for non-profit fees.

Director Shade spoke about needing to consider partnerships and the need to be careful with increasing fees so that organizations are not encouraged to leave.

Discussion followed regarding using caution when considering raising fees, and possible resulting decreases in participation.

General Manager Mendoza commented on soliciting a pickleball instructor; spoke about committee-reviewed flag artwork and deferred to Administrative Assistant Whang for a report.

Administrative Assistant Whang displayed concepts for a district flag.

Discussion followed regarding the number of flagpoles in Rossmoor and displaying Arbor Day flags.

General Manager Mendoza reported the Committee will be considering a flooring project; stated the RFP is being prepared for distribution.

Director Maynard talked about considering hard-wood surfaces versus a combination of wood and carpeting, in consideration of use by seniors, increasing the venue's marketability and typical community centers.

General Manager Mendoza stated he will include the options in the RFP; reported the committee requested a review of all RCSD policies and listed next steps and asked Directors to review them to determine and recommend changes to the committee. The amendments will be reviewed by General Counsel Preziosi and returned to the Board for final approval.

General Manager Mendoza continued reporting on the receipt of RCSD'S partial payment from Prop 68; provided an update of projects and reported the State has extended the program for four more years.

**J. BOARD MEMBER ITEMS**

Director Searles requested pulling prior OCLAFCO Municipal Services reviews of RCDS; announced a Parks and Facilities Committee meeting on November 1, 2023 at 3:00 p.m. and commented on the upcoming Health and Wellness Festival, on November 4, 2023.

General Manager Mendoza discussed other upcoming events and noted more information is included on the RCSD website.

Director Maynard asked whether he is able to sponsor RCSD events as a Business Owner while holding a seat on the RCSD Board.

General Counsel Preziosi will review the matter and report back.

Director Maynard thanked all event sponsors and RCSD staff for finding the sponsors and commented on the Heroes Luncheon. Additionally, he encouraged residents to attend the Traffic Committee meeting this coming Monday and stated that four lane highways do not belong in Rossmoor and speed limits must be reduced.

Director Shade thanked those who presented this evening; expressed her appreciation to Directors Maynard and Searles for attending the Heroes Luncheon; confirmed she will attend the Traffic Committee meeting and spoke about attending the State of the District. Additionally, she commented on the upcoming Health Festival and stated she would like to meet with General Manager Mendoza about Family Festivals for next year.

Director Barke spoke about the fentanyl event; stated he volunteered to be part of the program and that all RCSD employees should carry Narcan; discussed the importance of education and felt RCSD should get involved to the extent that it can.

President DeMarco urged the public to get involved; spoke about the upcoming Traffic Committee meeting; reminded the public to be safe, especially during Halloween and encouraged Board Members to contact General Manager Mendoza with questions prior to meetings.

**K. GENERAL COUNSEL ITEMS - None**

**L. ADJOURNMENT**


President DeMarco adjourned the meeting at 10:37 p.m.



ATTEST:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

  
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Tony DeMarco, President

  
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Joe Mendoza, Secretary  
Rossmoor Community Services District

**APPROVED:**