



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 14, 2017

A. ORGANIZATION

1. CALL TO ORDER: 7:00 P.M.

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. OC Sheriff's Department Lt. Jeff Puckett Re: Quarterly Crime Statistics

Lieutenant Jeff Puckett reported on the Rossmoor Crime Statistics for the months of July, August and September 2017. He shared some encouraging information—crime was either trending down or on pace with last year. Overall 5 year statistics showed crime to be trending down. Lt. Puckett provided an overview of the specific crimes indicated in the report and prevention strategies. Catalytic converter thefts and vehicle third row seat thefts were increasing again; although still down from prior years. Package thefts were on the rise.

Lieutenant stated that he had spoken to General Manager Ruth regarding revising their quarterly reports and presentations in order to better serve the Board and community in terms of looking at crime trends and things of that nature. He would also incorporate periodic updates on some of the more notable crimes. Lieutenant Puckett announced that in order to give the community more robust policing services the Sheriff's Department had implemented a strong community policing initiative over the last 8 months. Additionally, OCSD has cultivated a strong relationship with the Neighborhood Watch and was active on all social media channels such as Facebook, Twitter, Instagram and Nextdoor. The Department has also held a number of crime prevention seminars with two more scheduled in the near future.

Discussion ensued relative to home burglary and vehicle theft prevention, and partnering on community awareness campaigns. Lieutenant Puckett stated that he and General Manager Ruth would be meeting soon to discuss the partnership and changes ahead. The report was received and filed.

a. OCTA Representatives Christina Byrne and Jeff Mills Presentation Re: I-405 Improvement Project Funding Status and Progress

Christina Byrne and Jeff Mills reported on the status of the I-405 Improvement Project. Jeff Mills stated that construction would begin in 2018 and would be intermittent throughout the corridor. OCTA would be focusing on the enforcement of signed detours. Discussion ensued relative to construction, the \$6.9B total project cost, (paid for through a combination of Measure M Funds, state and local funding, with the balance financed by a TITIA loan); traffic detours and impediments to commuters, costs for the toll lanes, transponder installation and logistics. Christina Byrne reported that the Orange County Transportation Authority had done extensive community outreach including partnering with Google and Waze App developers to create a cutting edge interactive map to assist motorists with traffic navigation.

Many residents had concerns relative to freeway noise, alleged inadequacy of sound wall mitigation and decibel ratings data. President Maynard opined that Rossmoor would suffer the greatest impact as a result of the construction and requested OCTA consider starting earlier. Mr. Mills agreed to research that possibility and agreed to address the various concerns posed by residents. The report was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM—None

D. REPORTS TO THE BOARD:

1. AUDIT COMMITTEE REPORT RE: ADOPTION OF FY 2016-17 ANNUAL AUDIT

Brad Welebir reported on the FY 2016-17 Annual Audit. He stated that the District had once again achieved an unmodified Auditors Report—the highest level possible. Mr. Welebir provided an overview of the discussion which took place at the recent Audit Committee Meeting. He provided his recommendations relative to reserves, cash flow and paying off the Rush Park Bond Debt. Discussion ensued relative to same. The Board requested that the R.A.M.S. firm assist staff with the preparation of a cash flow analysis report for the Board of Directors. Brad Welebir agreed. Motion by Director Casey, seconded by Director DeMarco to approve the FY 2016-17 Annual Audit.

2. QUARTERLY STATUS REPORT

The General Manager reported on the quarterly status of the District’s progress toward its Mission, Goals and Objectives. Motion by Director Casey, seconded by Director DeMarco to receive and file the Quarterly Status Report. Motion passed 4-0.

3. QUARTERLY RECREATION REPORT

Recreation Superintendent Chris Argueta reported on the quarterly status of the District’s Recreation Program. He discussed the success of the District’s Summer Event Program,

which enjoyed exceptional attendance this year and the possible addition of another summer event next year. He stated that sponsors were being sought for next year's Shakespeare in the Park. He announced that the 3rd Annual Rossmoor Winter Festival was coming up on Friday, December 8, 2017. This year's event would have the much anticipated addition of snow, complete with a live snowman, snow play area and three sledding courses. Once again the winter festival would also feature live reindeer, Santa, a tree lighting ceremony, trolley and holiday movie; to find out more visit rossmoorwinterfestival.com.

Discussion ensued regarding event attendance, donations and future revenue generating ideas. Motion by Director DeMarco, seconded by Director Nitikman to receive and file the Quarterly Recreation Report. Motion passed 4-0.

4. QUARTERLY TREE REPORT

Tree Consultant Mary Kingman reported on the status of the District's Urban Forest. Discussion ensued regarding mitigation procedures for tree overhang in the public right-of-way, tree trimming responsibilities on private property and the determination and differentiation of jurisdictional boundaries between the County, the resident and the District. Mary Kingman stated that tree overhang in the public right-of-way must be mitigated by the resident as the tree is located on private property. County Public Works used to manage such situations; County Code Enforcement now has jurisdiction.

Director DeMarco suggested adding some guidelines and infographics to District literature and the District website to assist residents in contacting the appropriate agency. Motion by Director Nitikman, seconded by Director DeMarco to receive and file the Quarterly Tree Report. The General Manager agreed. Motion passed 4-0.

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—October 10, 2017

2. REVENUE AND EXPENDITURE REPORT—September 2017

3. LONG TERM/NON PROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY

Motion by Director Nitikman seconded by Director DeMarco to approve the Items on the Consent Calendar as submitted. Motion passed 4-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 17-11-14-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

Approved by roll call vote Resolution No. 17-11-14-01 by reading the title only and waiving further reading as follows:

RESOLUTION NO. 17-11-14-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

Motion to Approve Resolution No.17-11-14-01 by roll call vote by reading the title only and waiving further reading passed by roll call vote 4-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. BOARD POLICY RE: DISTRICT AUDIT SERVICES AND AGENCY BEST PRACTICE

Staff recommendation to review the research requested by the Board concerning Board Policy Re: Rossmoor Community Services District Auditing Services and agency best practice and direct the General Manager as to how the Board would like to proceed. Discussion ensued relative to best practices for similar agencies and District policy and the Auditor's performance.

The General Manager reported the provisions for engaging an audit firm to conduct an audit are provided in Section 12410.6 of the State of California Government Code (see attached official authenticated copy).

He stated that in his discussion with the Legislative Analyst Mustafa Hessabi, Esq. he stated that in addition to the provisions outlined in Government Code 12410.06 that agencies who reach the six year threshold—commencing in the 2013-14 Fiscal Year—would have required their auditing firm to conduct a peer review after three years by another qualified accounting firm and to remove the lead audit partner or coordinating partner having primary responsibility for the audit from the audit process.

These safeguards are common practices by Government Agencies to assure fresh and objective oversight of the auditing process. If these practices are in place, an audit agreement could be extended beyond the six year threshold if a public agency desires to retain their auditing firm without going out to a new competitive bid. In his discussion with the District's Lead Auditor, Brad Welebir, these practices are an integral part of their audit policies and procedures.

It was the consensus of the Board that the District should work to grow its reserves and retain its current auditing firm until the Rush Park Bond was paid off in 2020 at which time it would be appropriate to explore other options and consider going out to bid.

The Board directed staff to modify the District Policy 3025 Language in Section 3025.40 to outline a peer review cycle, "no more than 6 years with primary lead auditor" and bring back to the Board at a future meeting for first reading.

I. GENERAL MANAGER ITEMS:

The General Manager reported that on December 18th, long-term renters Calvary Church were going to paint the interior of the auditorium building at Rush Park at no cost to the District. They were also going to attempt to coordinate the painting with the auditorium lighting installation

schedule. He stated that Director Mark Nitikman had recently provided some native plants for Kempton Park to replace the ones that had died. District staff was in the process of ordering signage as discussed in the Tree Committee Meeting. Furthermore, he and Recreation Superintendent Chris Argueta had met with Youth Center Director Lina Lumme to discuss maintenance and operations issues and the offset of costs associated with the increased use of the Rossmoor Park Community Center facility. The meeting went well and Mrs. Lumme was very receptive and cooperative to the feedback. He stated that LAFCO had advised him that within the next few months, they would be conducting a 5 year Municipal Services Review for Rossmoor. LAFCO's goal was to eliminate County Islands. They would be giving the District some guidelines and meeting with staff. He would keep the Board advised. Finally, he reminded everyone to attend the 3rd Annual Rossmoor Winter Festival on Friday, December 8th from 6 to 10 pm. This year for the first time there would be real snow, reindeer, even more activities and sponsors.

J. BOARD MEMBER ITEMS:

Director Nitikman remarked that he was hoping to hear back soon regarding the progress being made on the acquisition of identification markers and educational signage for Kempton Park. He requested that during the LAFCO Municipal Service Review process he hoped that staff would suggest to LAFCO that they reverse the decision to place Rossmoor under the Sphere of Influence (SOI) of Los Alamitos. Finally, he wished everyone a Happy Thanksgiving.

Director Casey thanked Orange County Transportation Authority presenters Christina Byrne and Jeff Mills for their excellent presentation despite many of the aspects of the I-405 Project being unpopular. He encouraged them to keep their promise to follow up with residents regarding the concerns voiced tonight. He concluded by encouraging all to attend the Rossmoor Winter Festival. This year's event would be even bigger and better than the last.

Director DeMarco thanked Lt. Jeff Puckett for his presentation on crime statistics. In light of the recent increase in package delivery thefts and auto burglaries, He requested that staff send out an e-blast in cooperation with the Sheriff's Department to educate and enlighten residents regarding crime trends and prevention strategies—such as the Vacation Home Check available to them when traveling away from home. He opined on the I-405 Report, stating that the loan taken out to pay for the HOT Lane project translated into higher fees to travel the HOT Lane. The project will impact everyone in terms of noise and decibel readings. He further opined that it was important for residents to stay involved in local government and in the community in order to get results. He further commented that the audit process has made the District aware of how powerful a factor the bond has been with regards to District cash flow. He had questions about the warranty for the new LED lighting installation and requested that the community be educated on how to request directional lighting adjustments if needed.

President Maynard thanked Lt. Jeff Puckett for his presentation on crime statistics. He was pleased to see that crime was trending down. He opined that the I-405 Project was originally intended to widen the freeway, but instead unwanted toll lanes and charges have been added and pose a burden to citizens. Rossmoor will be the most impacted by the construction. President Maynard stated that he was not pleased with the condition of Bradbury Road in Rossmoor; especially considering it is a main entryway into the community. He opined that the decayed broken up concrete, potholes and

restriping remnants were unsafe and an eyesore. He requested that the General Manager work with the County to remedy the situation. Finally, he announced that he would be absent for the December 2017 Board Meeting and 1st Vice President Ron Casey would chair the meeting in his absence.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director DeMarco, seconded by Director Nitikman to adjourn the regular meeting at 9:42 p.m. Motion passed 4-0.

SUBMITTED BY:

James D. Ruth
General Manager