

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board
Agenda Package

December 13, 2022

REGULAR MEETING

Tuesday, December 13, 2022

7:00 p.m.

IN-PERSON

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

PUBLIC PARTICIPATION

Please be advised that all persons wishing to attend this meeting may do so in person or via Zoom. Join Zoom Meeting:

<https://us06web.zoom.us/j/82187424536?pwd=MDJhdlkxV3ZqQ0c2N3huODVrNFAXZz09>

Enter Meeting ID: **821 8742 4536** and Passcode: **RossmoorR**

The public can observe the meeting live on YouTube using the following link:

<https://youtu.be/xNrQVDEhnm> The name is **Rossmoor CSD**.

This Board meeting will take place in person and virtually via Zoom Webinar pursuant to Assembly Bill 361 and Resolution of the Board of Directors No. 21-10-12-02. To participate in the meeting via Zoom, please follow the following instructions.

1. To Participate via Zoom Webinar:

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/82187424536?pwd=MDJhdlkxV3ZqQ0c2N3huODVrNFAXZz09>

Or sign into Zoom.com and "Join a Meeting"

Enter Meeting ID: **821 8742 4536** and Passcode: **RossmoorR**

- If Zoom is not already installed on your computer, click "Download & Run Zoom" on the launch page and press "Run" when prompted by your browser. If Zoom has previously been installed on your computer, please allow a few moments for the application to launch automatically.
- Select "Join Audio via Computer."
- The virtual conference room will open. If you receive a message reading, "Please wait for the host to start this meeting," simply remain in the room until the meeting begins.
- During the Public Comment Period, use the "raise hand" feature located in the participants' window and wait for district staff to announce your name and unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.

2. Join Zoom via Phone:

Call: **+1 669 444 9171** Webinar ID: **821 8742 4536** Passcode: **45294289**

*During the Public Comment Period, press *9 to add yourself to the queue and wait for District staff to announce your name/phone number and press *6 to unmute your line when it is your turn to speak. Comments are limited to 3 minutes, or as otherwise directed.*

3. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the District Secretary at jmendoza@rossmoor-csd.org. Comments received by 3:00 p.m. on the date of the meeting

will be provided to the Board of Directors, made available to the public, and will be part of the meeting record.

This agenda contains a brief description of each item to be considered. Except as provided by law; no action shall be taken on any item not appearing in the agenda. To speak on an item if physically present at the meeting, complete a Speaker Request Form(s) identifying the item(s) and topic and deposit it in the speaker request box. To speak on a matter not appearing in the agenda, but under the jurisdiction of the Board of Directors, you may do so during Public Comments at the beginning of the meeting. Speaker request forms must be deposited prior to the beginning of Public Comments. When addressing the Board, it is requested that you state your name for the record. Address the Board as a whole through the President. Comments to individual Directors or staff are not permitted. Speakers are limited to three (3) minutes per item with nine (9) minutes cumulative for the entire meeting. Supporting documentation is available for review in the Rush Park main office, 3001 Blume Drive, Rossmoor, CA 90720; 9:00 a.m. - 5:00 p.m., Monday-Friday. The Agenda is available online at: <http://www.rossmoor-csd.org>. Meetings may also be viewed on the Vimeo.com or by using the Vimeo icon on the RCSD website at <http://www.rossmoor-csd.org>.

A. ORGANIZATION

- 1. CALL TO ORDER: 7:00 p.m.
- 2. ROLL CALL: Directors Barke, DeMarco, Maynard, Shade
Second Vice President Searles
- 3. PLEDGE OF ALLEGIANCE:
 - a. Presentation of Colors by Troop 657G
 - b. National Anthem sung by Hayley Dunn
 - c. Pledge of Allegiance led by Director Barke
- 4. PRESENTATIONS:
 - a. Certification of Election and Swearing In of Newly Elected RCSD Board Directors by Senator Janet Nguyen
 - b. Proclamation of Appreciation to Outgoing President and Board Director Jeffrey Rips
 - c. Orange County Fire Authority Community Relations/Education Specialist Elizabeth Denney Re: Fire Authority Update

B. ADDITIONS TO AGENDA

In accordance with Section 54954 of the Government Code (Brown Act), action may be taken on items not on the agenda, which was distributed, if: a majority of the Board determines by formal vote that an emergency exists per Section 54956.5 (for example, work stoppage or crippling disaster which severely impairs public health and/or safety); or

Two-thirds (2/3) of the Board formally votes or, if less than 2/3 of members are present, all of the Board members present vote, that there is a need to take immediate action, which arose after the agenda was posted.

C. PUBLIC FORUM

This forum is reserved for items that are not listed on the agenda but are within the subject matter jurisdiction of the Rossmoor Community Services District; however, any matter that requires action may be referred to Staff at the discretion of the Board for a report and action at a subsequent Board meeting.

D. REPORTS TO THE BOARD

1. UPDATE REGARDING POTENTIAL PICKLEBALL PROGRAM
2. MONTHLY TRAFFIC SAFETY UPDATE
3. STREET SWEEPING UPDATE
4. RCSD PROGRAMS & SERVICES SATISFACTION SURVEY UPDATE

E. CONSENT CALENDAR

1. MINUTES:
 - a. Regular RCSD Board Meeting of November 8, 2022
2. STATUS OF JULY THROUGH OCTOBER 2022 REVENUE AND EXPENDITURE REPORTS AND CURRENT LAIF AND US BANK BALANCE THROUGH DECEMBER 2, 2022

Consent items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time. If any Board member requests that an item be removed from the Consent Calendar, it shall be removed by the President so that it may be acted upon separately.

F. PUBLIC HEARING: None

G. RESOLUTIONS: None

ORDINANCES: None

H. REGULAR CALENDAR: None

I. GENERAL MANAGER ITEMS

This part of the agenda is reserved for the General Manager to provide information to the Board on issues that are not on the Agenda, and/or to inform the Board that specific items may be placed on a future agenda. No Board action may be taken on these items that are not on the agenda.

J. BOARD MEMBER ITEMS

This part of the agenda is reserved for individual Board members briefly to make general comments, announcements, reports of his or her own activities, and requests of staff, including that specific items be placed on a future Agenda. The Board may not discuss or take action on items not on the Agenda.

K. GENERAL COUNSEL ITEMS

This part of the agenda is reserved for General Counsel to make comments, announcements and reports of activities that are legal in nature. The Board may not discuss or take action on items not on the agenda.

L. ADJOURNMENT

It is the intention of the Rossmoor Community Services District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the District Office at (562) 430-3707 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

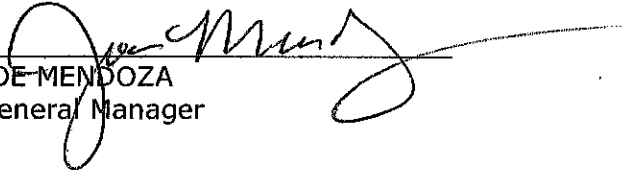
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors.

Any such writing will be available for public inspection at the District offices located at 3001 Blume Drive, Rossmoor, CA 90720. In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the December 13, 2022, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JOE MENDOZA
General Manager

Date 12/8/2022

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-3a, b, c

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: PLEDGE OF ALLEGIANCE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this presentation.

INFORMATION

For tonight's meeting, the following participants will be part of the presentation of colors, national anthem, and pledge of allegiance:

- a. Presentation of Colors by Troop 657G
- b. National Anthem sung by Hayley Dunn
- c. Pledge of Allegiance led by Director Barke

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CERTIFICATION OF ELECTION AND SWEARING IN OF NEWLY ELECTED
RCSD BOARD DIRECTORS BY SENATOR JANET NGUYEN

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file the report from the Orange County Registrar of Voters certifying the November 8, 2022 General Election indicating that the following individuals were elected to the Rossmoor Community Services Board of Directors:

1. Michael Maynard
2. Jo Shade

INFORMATION

On December 2, 2022, the Orange County Register of Voters certified the results of the November 8, 2022 General Election, which included two seats on the RCSD Board of Directors.

RCSD Policy 4040 – Terms of Office for Board Officers and Directors, includes section 4040.20 relevant to newly elected Board Directors:

4040.20 *Board of Directors:* *The term of office for individual Directors is four (4) years. Normally, two or three directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).*

Therefore, on Friday, December 2, 2022, Board Directors-Elect Michael Maynard and Jo Shade took office.

Senator Janet Nguyen will administer the Oath of Office to newly elected Directors Michael Maynard and Jo Shade.

ATTACHMENTS

1. Certified Statement of the Votes Cast for the November 8, 2022 General Election received by the Orange County Registrar of Voters
2. RCSD Policy 4040 – Terms of Office for Board Officers and Directors
3. Oath of Office for Public Officers

Joe Mendoza

From: Nielsen, Marcia <Marcia.Nielsen@ocvote.gov>
Sent: Tuesday, December 6, 2022 9:17 AM
To: Joe Mendoza
Subject: Election Certification Documents -Rossmoor Community Services District
Attachments: Statement of Votes Certification Page 11.8.22.pdf; Rossmoor Community Services District - RESULTS.pdf; Election Certificate - Rossmoor Community Services District.pdf

Importance: High

Good morning Joe,

Here is the Certificate of the Registrar of Voters to the Result of the Canvass of the November 8, 2022 General Election Returns. I have also attached the abstract of votes cast. The original documents will be mailed shortly.

Happy Holidays!

Marcia Nielsen | Candidate and Voter Services Manager | Orange County Registrar of Voters
1300 S. Grand Avenue, Bldg C | Santa Ana, California 92705 | 714.567.7568
Marcia.Nielsen@ocvote.gov



ROSSMOOR COMMUNITY SERVICES DISTRICT Director

Vote Center Totals

District	Registration	Ballots Cast	Turnout (%)	JEFFREY RIPS	CAROL CHURCHILL	JO SHADE	MICHAEL MAYNARD
Orange County	7,956	1,049	13.2	211	214	271	572
Orange County	7,956	1,049	13.2	211	214	271	572
45th Congressional District	7,956	1,049	13.2	211	214	271	572
36th Senate District	7,956	1,049	13.2	211	214	271	572
70th Assembly District	7,956	1,049	13.2	211	214	271	572
1st Supervisorial District	7,956	1,049	13.2	211	214	271	572
State Board of Equalization (4th District)	7,956	1,049	13.2	211	214	271	572
Unincorporated Area	7,956	1,049	13.2	211	214	271	572
County Board of Education Trustee Area 2	7,956	1,049	13.2	211	214	271	572
North Orange County Community College District Trustee Area 1	7,956	1,049	13.2	211	214	271	572
North Orange County Community College District Trustee Area 2	7,956	1,049	13.2	211	214	271	572
Los Alamitos Unified School District	7,956	1,049	13.2	211	214	271	572
Los Alamitos Unified School District Trustee Area 2	4,607	594	12.9	120	125	170	331
Los Alamitos Unified School District Trustee Area 3	3,349	455	13.6	91	89	101	241
Rossmoor Community Services District	7,956	1,049	13.2	211	214	271	572
Municipal Water District Of Orange County	7,956	1,049	13.2	211	214	271	572
Municipal Water District of Orange County Div 3	7,956	1,049	13.2	211	214	271	572
Orange County Water District	7,956	1,049	13.2	211	214	271	572
Orange County Water District Division 4	7,956	1,049	13.2	211	214	271	572
Rossmoor/Los Alamitos Area Sewer District	7,956	1,049	13.2	211	214	271	572
Historical 2010 - 47th Congressional District	7,956	1,049	13.2	211	214	271	572
Historical 2010 - 34th Senate District	7,956	1,049	13.2	211	214	271	572
Historical 2010 - 72nd Assembly District	7,956	1,049	13.2	211	214	271	572
Historical 2010 - State Board of Equalization (4th District)	7,956	1,049	13.2	211	214	271	572
Historical 2010 - 2nd Supervisorial District	7,956	1,049	13.2	211	214	271	572
Historical 2010 - County Board of Education Trustee Area 2	7,956	1,049	13.2	211	214	271	572
Vote Center Totals	7,956	1,049	13.2	211	214	271	572

ROSSMOOR COMMUNITY SERVICES DISTRICT Director

Vote by Mail
Totals

District	Registration	Ballots Cast	Turnout (%)	JEFFREY RIPS	CAROL CHURCHILL	JO SHADE	MICHAEL MAYNARD
Orange County	7,956	4,491	56.4	1496	1366	1470	1486
Orange County	7,956	4,491	56.4	1496	1366	1470	1486
45th Congressional District	7,956	4,491	56.4	1496	1366	1470	1486
36th Senate District	7,956	4,491	56.4	1496	1366	1470	1486
70th Assembly District	7,956	4,491	56.4	1496	1366	1470	1486
1st Supervisorial District	7,956	4,491	56.4	1496	1366	1470	1486
State Board of Equalization (4th District)	7,956	4,491	56.4	1496	1366	1470	1486
Unincorporated Area	7,956	4,491	56.4	1496	1366	1470	1486
County Board of Education Trustee Area 2	7,956	4,491	56.4	1496	1366	1470	1486
North Orange County Community College District	7,956	4,491	56.4	1496	1366	1470	1486
North Orange County Community College District Trustee Area 1	7,956	4,491	56.4	1496	1366	1470	1486
Los Alamitos Unified School District	7,956	4,491	56.4	1496	1366	1470	1486
Los Alamitos Unified School District Trustee Area 2	4,607	2,631	57.1	807	818	906	861
Los Alamitos Unified School District Trustee Area 3	3,349	1,860	55.5	689	548	564	625
Rossmoor Community Services District	7,956	4,491	56.4	1496	1366	1470	1486
Municipal Water District Of Orange County	7,956	4,491	56.4	1496	1366	1470	1486
Municipal Water District of Orange County Div 3	7,956	4,491	56.4	1496	1366	1470	1486
Orange County Water District	7,956	4,491	56.4	1496	1366	1470	1486
Orange County Water District Division 4	7,956	4,491	56.4	1496	1366	1470	1486
Rossmoor/Los Alamitos Area Sewer District	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - 47th Congressional District	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - 34th Senate District	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - 72nd Assembly District	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - State Board of Equalization (4th District)	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - 2nd Supervisorial District	7,956	4,491	56.4	1496	1366	1470	1486
Historical 2010 - County Board of Education Trustee Area 2	7,956	4,491	56.4	1496	1366	1470	1486
Vote by Mail Totals	7,956	4,491	56.4	1,496	1,366	1,470	1,486

ROSSMOOR COMMUNITY SERVICES DISTRICT Director

Grand Totals

District	Registration	Ballots Cast	Turnout (%)	JEFFREY RIPS	CAROL CHURCHILL	JO SHADE	MICHAEL MAYNARD
Orange County	7,956	5,540	69.6	1707	1580	1741	2058
Orange County	7,956	5,540	69.6	1707	1580	1741	2058
45th Congressional District	7,956	5,540	69.6	1707	1580	1741	2058
36th Senate District	7,956	5,540	69.6	1707	1580	1741	2058
70th Assembly District	7,956	5,540	69.6	1707	1580	1741	2058
1st Supervisorial District	7,956	5,540	69.6	1707	1580	1741	2058
State Board of Equalization (4th District)	7,956	5,540	69.6	1707	1580	1741	2058
Unincorporated Area	7,956	5,540	69.6	1707	1580	1741	2058
County Board of Education Trustee Area 2	7,956	5,540	69.6	1707	1580	1741	2058
North Orange County Community College District Trustee Area 2	7,956	5,540	69.6	1707	1580	1741	2058
North Orange County Community College District Trustee Area 1	7,956	5,540	69.6	1707	1580	1741	2058
Los Alamitos Unified School District	7,956	5,540	69.6	1707	1580	1741	2058
Los Alamitos Unified School District Trustee Area 2	4,607	3,225	70.0	927	943	1076	1192
Los Alamitos Unified School District Trustee Area 3	3,349	2,315	69.1	780	637	665	866
Rossmoor Community Services District	7,956	5,540	69.6	1707	1580	1741	2058
Municipal Water District Of Orange County	7,956	5,540	69.6	1707	1580	1741	2058
Municipal Water District of Orange County Div 3	7,956	5,540	69.6	1707	1580	1741	2058
Orange County Water District	7,956	5,540	69.6	1707	1580	1741	2058
Orange County Water District Division 4	7,956	5,540	69.6	1707	1580	1741	2058
Rossmoor/Los Alamitos Area Sewer District	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - 47th Congressional District	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - 34th Senate District	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - 72nd Assembly District	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - State Board of Equalization (4th District)	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - 2nd Supervisorial District	7,956	5,540	69.6	1707	1580	1741	2058
Historical 2010 - County Board of Education Trustee Area 2	7,956	5,540	69.6	1707	1580	1741	2058
Vote Center Totals	7,956	1,049	13.2	211	214	271	572
Vote by Mail Totals	7,956	4,491	56.4	1,496	1,366	1,470	1,486
Grand Totals	7,956	5,540	69.6	1,707	1,580	1,741	2,058

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

4040.10 Board Officers: The officers of the Board of Directors of the Rossmoor Community Services District shall be the President, First Vice-President and Second Vice-President.

4040.11 Term of Office: The term for Board officers shall be one year. Elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected, or they resign, die or illness prevents further service as an officer.

4040.12 Officer Vacancy: If a Director elects to resign as an officer, he/she should immediately send a signed letter of resignation as an officer with an effective date to the General Manager or Board President who upon receipt of the letter will immediately notify all other members of the Board. Announcement of the resignation and replacement of the officer shall be done at the next regular meeting of the Board or as soon thereafter as possible.

4040.20 Board of Directors: The term of office for individual Directors is four (4) years. Normally, two or three Directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).

4040.21 Director Vacancy: If a Director elects to resign from the Board, he/she should immediately send a signed letter of resignation with an effective date to the President and General Manager who will immediately notify all other members of the Board. At the next meeting any vacancy on the Board created by a resignation, illness or death of a Director will be made public by the General Manager or the President. The Board shall determine if the vacancy is to be filled by a Board appointment or a public election within sixty (60) days of receiving the letter of resignation or the effective date, whichever is later. If a vacancy is to be filled by Board appointment, a Notice of Vacancy is to be posted at least fifteen (15) days before appointment is made at the next Board meeting, and if by election, the General Manager is to notify the Orange County Registrar of Voters within sixty (60) days of the resignation date. If appointment is made, the Registrar of Voters is to be notified within fifteen days (Cal. Govt. Code sections 1780(a) and 61225).

Adopted: December 8, 1993

Amended: October 17, 2000

Approved Renumbering & Format: October 8, 2002

Reaffirmed: March 11, 2003

Amended: April 13, 2004

Amended: First Reading - May 9, 2006

Amended: Second Reading and Approval - August 8, 2006

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: PROCLAMATION OF APPRECIATION TO OUTGOING PRESIDENT AND BOARD DIRECTOR JEFFREY RIPS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors recognize Outgoing President and Board Director Jeffrey Rips with a Proclamation of Appreciation for his service on the RCSD Board of Directors.

INFORMATION

Outgoing President and Board Director Jeffrey Rips has served on the Board since December 2020. He served as President of the RCSD Board for 2022. His leadership and dedication to the District has been appreciated.

ATTACHMENTS

1. Proclamation of Appreciation



Special District of
Rossmoor
California

PROCLAMATION OF APPRECIATION

OUTGOING PRESIDENT AND BOARD MEMBER

JEFFREY RIPS

2020 - 2022

WHEREAS, Jeffrey Rips served on the Board of Directors of the Rossmoor Community Services District for two years beginning November 2020, and provided outstanding leadership as President for 2022, leading RCSD Board meetings and attending events; and

WHEREAS, as President, Jeffrey Rips supported advancements in technology, new accounting systems, the implementation of cashless transactions, and administrative efficiencies including the integration of a new facility reservation system to serve Rossmoor residents more effectively; and

WHEREAS, Director Rips helped guide the District through the COVID-19 pandemic by establishing protocols to protect residents and employees, while also supporting the County of Orange Senior Meal Gap Program for residents; and

WHEREAS, Director Rips was involved in coordinating many improvements to District parks and facilities that included the upgrade of the horseshoe amenity and sand volleyball court at Rossmoor Park, and centralizing the irrigation timing systems at all District's facilities; and

WHEREAS, during his tenure on the Board, Director Jeffrey Rips was instrumental in bringing the Farmers Market to the community, supported the annual Arbor Day Celebrations, and participated in annual Family Festivals, Winter Festivals, Family Fun Nights in partnership with The Youth Center, and the addition of a Health Fair; and

WHEREAS, Director Jeffrey Rips supported the District in resolving quality of life issues with regard to changing the District's street sweeping schedule for enhanced service; and

WHEREAS, during his tenure as President, he conducted many public meetings and forums for the community to share their thoughts about pickleball, including a test and evaluation process; and

WHEREAS, Director Jeffrey Rips devoted many hours to serving on various RCSD Committees, including Budget, Personnel and Contract Administration, Parks and Facilities, Rossmoor Advisory, and the Community Satisfaction Survey Ad Hoc Committee;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Rossmoor Community Services District extends our sincere gratitude to Jeffrey Rips for his service and wish him the best in the future.

PRESENTED, this 13th day of December 2022.

ATTEST:

Nathan Searles, Second President
RCSD Board of Directors

Joe Mendoza
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4c

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ORANGE COUNTY FIRE AUTHORITY COMMUNITY RELATIONS/EDUCATION
SPECIALIST ELIZABETH DENNEY RE: FIRE AUTHORITY UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this presentation.

INFORMATION

Elizabeth Denney will be present at the meeting to provide an Orange County Fire Authority update. Ms. Denney serves the RCSD community as the Fire Authority's Communication Relations/Education Specialist.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: UPDATE REGARDING POTENTIAL PICKLEBALL PROGRAM

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided and direct the General Manager accordingly.

INFORMATION

At the November 8, 2022 Board of Directors meeting, an update was provided by the General Manager and public comments were received regarding pickleball in Rossmoor. These included in-person comments, as well as emails that were received on the subject. The Board referenced having received the emails.

Further discussion took place by the Board regarding the selection of PSM LLC Pickleball Sound Mitigation to do a sound assessment report for the District. It was announced that the onsite study would be done on Monday, November 14, 2022 at both Rossmoor Park and at Rush Park. To obtain a second opinion, it was noted that Sound Media Fusion LLC would also be retained to do a simulated study. These studies have become very prevalent because technology will allow the simulation to provide precise results.

On Monday, November 14, 2022, the onsite testing was done from 10 a.m. to 1 p.m. at Rossmoor Park. Court 1 was transformed into three pickleball courts and there were six to eight volunteer players playing pickleball to provide an opportunity for the consultant to measure sound from various areas around the park. A few residents observed. Key homes and sites on the park were selecting as testing areas.

Testing was done at Rush Park from 1:30 p.m. to 2:30 p.m. The volunteer players used a grass area behind the Administrative Building to volley to create the paddle/ball sound for the consultant to record and take measurements from a variety of areas.

At the time this report is being written, the consultant is still working on his report. Once received, it will be reviewed by the Parks and Facilities Committee, along with the simulated report.

At the November 8 meeting, the Board and General Manager assured those in attendance that the District was being very diligent in approaching this subject and that they were taking the time necessary to hear from the community and to do the appropriate research and evaluations to make an informed decision.

BACKGROUND

Because this has been an ongoing discussion and work in progress, the following offers a summary of discussion at the various meetings (most recent first):

A meeting of the Parks and Facilities Committee (Directors Searles and Rips) was held on November 2, 2022 at Rossmoor Park. USTA SoCal Director of Community Tennis Esther Hendershott requested an opportunity to make a presentation at a RCSD Board meeting regarding the impact of pickleball on tennis. Ms. Hendershott was referred to the Parks and Facilities Committee and made a presentation at their November 2, 2022 meeting. She outlined the concerns relating to adding pickleball adjacent to tennis courts and taking away a tennis court from the community.

Also on the Committee agenda was a report from the General Manager regarding the sound mitigation study and scope of work. While public comment at the Committee meeting voiced concern over the study process and the consultant selection, it was stated that those comments would be taken into consideration as the Board moves forward.

At the October 11, 2022 RCSD Board of Directors meeting, the Board directed the General Manager to retain a noise mitigation consultant to study the impact pickleball may have on the community. This included authorization to spend up to \$5,000 for consulting fees. Therefore, the General Manager researched and interviewed a few firms that had provided consulting services to municipalities. Two viable consultants were identified for further conversation and subsequently PSM LLC Pickleball Sound Mitigation was selected to do a sound assessment report for the District. The proposed Scope of Work included a site visit and evaluation of both Rossmoor Park and Rush Park. PSM LLC would deliver an engineering report that predicts sound levels at identified sensitive locations if pickleball is played at Rossmoor Park or Rush Park. The Consultant is a professional engineer.

A Parks and Facilities Committee meeting was held on October 6, 2022 and reported out to the Board of Directors at their October 11, 2022 meeting. In summary, the Committee continued discussion about the fact that implementing pickleball for the community should be done with a thorough and systematic approach. The desires and concerns of entire community need to be considered.

At the September 13, 2022 RCSD Board of Directors meeting, it was reported that the General Manager and staff are still doing research on cost of converting an existing tennis court or constructing a new pickleball court, noise mitigation products, and hours of operation. Various Board members made comment on finding a long-term solution to offering pickleball in Rossmoor. They also discussed offering pickleball at Rossmoor Park on a limited basis until a final decision is made regarding pickleball. It was noted that the current policy designates that Rossmoor tennis courts are to be used for tennis only, therefore the policy would need to be amended to allow for an alternative use should the Board decide to convert a tennis court into four pickleball courts.

As the Board is aware, this is a complex matter, with many variables. While there is continued interest in pickleball, this is not a decision that can be made without thorough and complete information. As other agencies have told us, this is a relatively new amenity that is being offered in cities, districts and private venues; as they operate, there are issues and problems that arise and these agencies are trying to address them. Each agency is unique and has addressed issues in a variety of ways. It is our desire to learn from their experiences and to make an informed decision.

Discussion about pickleball took place at the August 9, 2022 Board of Directors meeting. Again, there were a number of residents who spoke about pickleball – some for and some

opposed. As a result, the RCSD Board determined that this is a complicated issue and forwarded the item to the Parks and Facilities Committee for further study and to formulate recommendations for the RCSD Board to consider at a future meeting.

As the Board is aware from public comments at meetings, there are proponents for, and opponents against, bringing pickleball to Rossmoor. Therefore, items that continue to be reviewed and studied by the Parks and Facilities Committee are:

1. The Impact to tennis players and court availability;
2. Scheduling of the tennis pro lessons;
3. Impact on parking around the park;
4. Cost of converting an existing tennis court at Rossmoor Park into four pickleball courts;
5. Cost to build four pickleball courts at either Rossmoor Park or Rush Park;
6. Cost associated with hiring a consultant to prepare a negative declaration;
7. Noise level and impact to surrounding homes, as well as sound mitigation measures that could be implemented and the cost associated with them; and
8. Policy regarding use of tennis courts for tennis only.

At the July 12, 2022 meeting, the Board approved the temporary conversion of one tennis court (Court 1) into four pickleball courts at Rossmoor Park, from July 27-30, 2022. This trial period was to determine noise levels, impact on parking, and compatibility with the adjacent tennis courts. The most logical site to have trial pickleball courts was determined to be the Rossmoor tennis courts since the hard surface, fencing, and lighting were already in place.

Pickleball Trial at Rossmoor Park

RCSD staff set aside Court 1 at Rossmoor Park from Wednesday, July 27 through Saturday, July 30, 2022 for the temporary pickleball courts to be available – 9 a.m. to 8 p.m. on weekdays, Saturday from 9 a.m. to noon. The following guidelines applied:

- Maximum of 4 players per court for doubles
- Maximum of 16 players on the 4 courts
- RCSD provided nets, paddles, and balls
- Neighboring households adjacent to Rossmoor Park were notified of the temporary pickleball courts and provided with the RCSD Office number for any questions or concerns during the pickleball trial.
- There was no charge for pickleball during the trial period

The trial pickleball program was well received by the Rossmoor community. Participants enjoyed playing the game of pickleball, as well as the social aspect of competing with one another. This program provided staff with the ability to receive comments, document participation and attendance at various areas of the park, including parking.

Staff monitored the tennis courts the week prior to the pickleball trial to establish a baseline with regard to attendance, court usage, noise levels, parking, etc. This allowed for a comparison with the data that was gathered during the pickleball trial.

At the June 14, 2022 RCSD Board meeting, a number of residents attended the meeting to speak during public comments about pickleball. The majority of the speakers spoke in opposition of having pickleball courts at Rossmoor Park, citing the noise that could be created, parking issues, and the proximity to the homes surrounding the park. Other residents spoke in favor of pickleball and said they would welcome this addition to the community so they would be able to play pickleball in Rossmoor, without having to travel to a neighboring city. Due to a number of residents requesting the ability to play pickleball in Rossmoor, the RCSD Board of

Directors recognized that there is demand and directed staff to develop a plan to provide temporary pickleball courts at Rossmoor Park on a trial basis.

CONCLUSION

In summary, the addition of pickleball to the Rossmoor community is a complex decision that requires a process to thoroughly evaluate the many factors involved. Once the consultant's report is received for the onsite study at Rossmoor and Rush Parks, a Parks and Facilities Committee meeting will be scheduled to review the report, and to also review the simulated study report prepared by the other consultant.

The Parks and Facilities Committee Board representatives are Second Vice President Searles and former President/Director Rips. Therefore, when the RCSD Board reorganizes in January 2023, the Board President will assign the members to this Committee; and a meeting of the Parks and Facilities Committee will be scheduled in January.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MONTHLY TRAFFIC SAFETY UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided.

BACKGROUND

The General Manager provides a monthly update to the Rossmoor Community Services District (RCSD) Board of Directors to keep the Board and community informed of measures being taken to address traffic safety within Rossmoor.

INFORMATION

As reported previously, the General Manager continues to work with Supervisor Do's Office and Orange County Traffic Engineer Wei Zhu regarding the request to conduct an impact study of the parking along the Montecito Corridor, and the overflow parking on Wallingsford Road and Hedwig Road, as well as a possible parking permit program. As a result, the Traffic Safety Committee assigned the General Manager and Traffic Committee member Ralph Vartabedian to draft a letter from the Traffic Committee to Traffic Engineer Wei Zhu requesting her consideration for conducting the parking impact study. It is anticipated that the Committee will review the draft letter in January, in order to finalize and submit to Ms. Zhu thereafter.

Obtaining this parking impact study is the Committee's priority. If our request is granted, this tool would assist the Traffic Committee in developing a strategic plan that may include resident stakeholder meetings, surveys, and consensus building to determine a timeline that will be part of a recommendation to the RCSD Board of Directors.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: STREET SWEEPING UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided.

BACKGROUND

A new street sweeping schedule was introduced in the Rossmoor Community Services District (RCSD) beginning January 3, 2022. The new schedule was implemented to better serve residents and to alleviate the parking issues associated with the previous street sweeping schedule. Sweeping Corp. of America (SCA) is the District's street sweeping vendor. As the new sweeping schedule began, ticketing enforcement was suspended to give residents time to adjust to the new schedule. As discussed previously, the County is mandated to provide street sweeping to comply with the stormwater runoff laws. Therefore, a mechanism for enforcement is required.

INFORMATION

At the November 8, 2022 Board meeting, it was announced that Orange County Public Works has installed Phase 1 and Phase 2 street sweeping signage. Phase 3 signage will be installed in January 2023. Once the installation project is completed, parking enforcement will begin utilizing Sheriff's Community Services Officers (CSO). Once the Sheriff's notify us of the date they plan to begin enforcement, the District's website and social media sites will be used to advise residents. Until then, warning notices are being issued as needed.

A resident made comment at the November Board meeting that she would like consideration be given to scheduling District cul-de-sacs for sweeping on the same day – either odd or even. After researching her request and speaking with Orange County Sheriff's, it was determined that this could not be accommodated because the street sweeping ordinance for Rossmoor is mandated for odd/even address sweeping and the required signage gives the Sheriff's the authority to enforce. Thus making a change for isolated streets is not possible.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-4

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RCSD PROGRAMS & SERVICES SATISFACTION SURVEY UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided.

BACKGROUND

The RCSD Board of Directors formed an Ad Hoc Committee consisting of Directors Mark Nitikman and Jeffrey Rips; RHA representatives Marian Last and Gary Stewart; and General Manager Joe Mendoza. The Committee was tasked with reviewing the 2019 RCSD Programs and Services Satisfaction Survey and modifying the questions to be relevant to 2022.

The Ad Hoc Committee met on a number of occasions and formulated questions for the 2022 survey. The survey was expanded from 10 questions in the 2019 survey, to the 2022 version with 23 questions that includes a specific section regarding County of Orange services related to Rossmoor. This information will be valuable in determining community needs and the effectiveness of our current programs, facilities, and services. This will also be a tool for future budgets and projects.

Survey Monkey was determined as the platform used for this survey.

INFORMATION

At the November 8, 2022 Board of Directors meeting, the Board approved the content of the survey. Therefore, the survey became available beginning December 1, 2022 and responses will be collected through December 31, 2022. To control multiple responses by the same individual, Survey Monkey was set up to allow only one response per device. That is the best method available to control repeated submissions. As of December 7, 2022, 165 surveys have been completed.

To publicize the survey, the District's website and social media platforms have been used; RCSD and RHA email databases; and a postcard with a QR code for the survey was mailed to each Rossmoor residence. In addition, the News-Enterprise included a survey announcement that included the QR code for the survey.

An information booth will be available at the RCSD Winter Festival on December 10, 2022 promoting the survey and providing information on how to access Survey Monkey.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MINUTES – REGULAR RCSD BOARD MEETING OF NOVEMBER 8, 2022

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Minutes of the Regular RCSD Board Meeting of November 8, 2022 as prepared by the Board's Secretary/General Manager.

INFORMATION

The Minutes reflect the actions of the RCSD Board of Directors at their November 8, 2022 meeting.

ATTACHMENTS

1. Minutes – Regular RCSD Board Meeting of November 8, 2022



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 8, 2022

A. ORGANIZATION

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

2. ROLL CALL:

Present: Directors Barke, DeMarco, Nitikman, Searles
President Rips (via Zoom)

3. PLEDGE OF ALLEGIANCE: Director DeMarco led the Pledge of Allegiance.

4. PRESENTATIONS:

a. Recognition of Fernando Molina upon his retirement from 38 years of service as Tennis Instructor for the Rossmoor Community Services District

The Board recognized Fernando Molina for his 38 years of service as a Tennis Instructor for the Rossmoor Community Services District and congratulated him on his retirement.

b. Proclamation of Appreciation to Outgoing First Vice President Mark Nitikman

The Board presented a Proclamation to Outgoing First Vice President Mark Nitikman in appreciation for his service on the RCSD Board.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM

First Vice President Nitikman invited comments from the public.

Maryam Guirao, Director of Development for The Youth Center, narrated a PowerPoint presentation with an update on their community activities.

Maureen Wauters thanked Director Nitikman for his service and wished him well; discussed the room that RCSD is making available to the Sheriff's Department to use as an office at Rush Park and hoped the Sheriff's Department will take advantage of the offer to utilize this space as they serve Rossmoor.

There were no other public comments.

D. REPORTS TO THE BOARD

1. QUARTERLY RECREATION REPORT

General Manager Joe Mendoza introduced Recreation Superintendent Chris Argueta and deferred to him for a presentation.

Recreation Superintendent Argueta provided highlights of recent activities and discussed upcoming events including a Blood Drive on November 16, 2022, the Rossmoor Neighborhood Compost Giveaway on November 19 and the Rossmoor Winter Festival scheduled for December 10.

Discussion followed regarding attendance numbers for various programs and the length of time staff has been tracking the information.

There were no public comments on this item.

2. UPDATE REGARDING POTENTIAL PICKLEBALL PROGRAM

General Manager Mendoza provided information regarding the potential pickleball program; discussed the evaluation process; referenced reports from other cities and agencies regarding their solutions for implementing pickleball programs; noted this is a process and there is no right or wrong way to approach it; stated the District is being very diligent in approaching the subject; addressed consultants; talked about an in-depth study conducted for the City of La Cañada/Flintridge; shared emails from Lance Willis of Spendiarian and Willis Acoustics Noise and Control with results of studies and an estimate of \$4,000 for a simulated study for Rossmoor and Rush Parks. Additionally, the General Manager shared a proposal/quote from Gary Hardesty of Sound Media Fusion LLC for a simulated study that his company will be conducting. In addition, Mr. Mendoza recommended patience while the item is being carefully studied.

Director Searles thanked residents for their participation and comments; reported he instructed General Manager Mendoza to install "No Pickleball" signs at the existing tennis courts in Rossmoor Park; recommended maintaining the promises made about improvements to the parks ahead of the pickleball financing and stated priorities are things that have been promised in terms of improvements at both parks.

Director Nitikman referenced several emails received regarding the subject and requested including them in the meeting minutes.

Discussion followed regarding practices in the City of Seal Beach and the City of Cerritos, setting a policy on handling and responding to emails, including copies of emails in agenda packets and the status of current projects.

Discussion followed regarding establishing a policy for receipt and reporting of written comments/emails submitted to the Board.

General Counsel Tarquin Preziosi, via Zoom, reported that typically, other cities provide a cut-off point on the agenda by which emails must be received and are typically included with that agenda item and if not, they are communicated to the Board as general correspondence and will be distributed to the governing body, as well.

President Rips invited public comments.

Ralph Vartabedian spoke about heavily used parks at Rossmoor and Rush Parks and suggested residents could install pickleball courts in their private backyards, similar to those that install pools in their yards.

Rob Kaplan stated that something that is fun is not a pressing need if it is going to impinge on other elements of the life of people in a community; adding that something that causes conflict is not a way to bring a joyous activity to a community. He felt that it is important to take a step back and make sure this subject is analyzed in the right kind of way; noted this is not a need and that repairs that have been promised and talked about for years are more important to address and urged the Board to do the things that must be done, and not simply because they are fun to do.

Maureen Wauters reported she has been attending RCSD Board meetings for years; indicated she would like to have pickleball in the community of Rossmoor; expressed confidence that the Board will be able to develop a plan that is satisfactory to most residents and stated she believes the people against pickleball are causing the conflict and not those who want to play pickleball.

Michelle Wilson appreciated General Manager Mendoza's research; spoke about the availability of data from other communities; acknowledged that although pickleball is fun and enjoyable, that does not necessarily make it a fit for small community parks.

Carol Churchill, thanked General Manger Mendoza for his effort to investigate and research pickleball in other communities; stated his efforts constitute transparency and gives the community confidence about the decisions being made by the Board; thanked General Manager Mendoza for installing lights on the north side of the building and questioned whether the noise study scheduled for Monday, November 14, will be relevant without first having a site plan.

Taya Kaminsky spoke in support of keeping tennis lessons and coaches at Rossmoor Park; suggested the possibility of installing noise mitigation around pickleball courts.

Sue Kaplan opined that the Board has put the cart before the horse and suggested stepping back for a reset; spoke about failed pickleball implementations in nearby neighborhood parks; discussed accounting for discretionary funds for new projects; recommended a valid study to determine the interest in pickleball from Rossmoor property tax payers and subsequently obtain an unbiased, urban

planning project study to evaluate potential sites in Rossmoor and urged RCSD to take its time in doing it right.

Heidi Swanson reported there are hundreds of residents in Rossmoor who are active pickleball players; felt it would be wonderful to be able to use facilities in the area and noted that tennis courts at Rossmoor Park are not being 100% utilized.

Zoe Hagman suggested installing one pickleball court at Rush Park and another at Rossmoor Park.

Victor Pedroza spoke about his experience playing tennis in Rossmoor; discussed putting a new sport in the community; urged the Board not to take away what exists; talked about needing pickleball but ensuring a good analysis and an appropriate place to play.

There were no other public comments and President Rips closed public comments.

3. MONTHLY TRAFFIC SAFETY UPDATE

General Manager Mendoza provided a brief update of items discussed at the recent Traffic Committee meeting and spoke about a recent visit from Supervisor Do.

4. STREET SWEEPING UPDATE

General Manager Mendoza discussed the sign installation in connection with street sweeping enforcement; reported Phases 2 has been completed and stated that Phase 3 will begin in January 2023 when the project will be completed.

Discussion followed regarding the installation of signs in cul-de-sacs.

President Rips invited public comments.

Maureen Wauters reported she lives on a cul-de-sac and her neighbors have elected her to advocate for having the cul-de-sac swept on the same day (either odd or even).

General Manager Mendoza will follow-up on the matter.

E. CONSENT CALENDAR

1. MINUTES:

- a. Regular RCSD Board Meeting of October 11, 2022

Motion by Director DeMarco, seconded by Director Searles to approve Consent Calendar Item No. 1, as presented. Motion passed 4-1, with Director Barke, abstaining.

2. STATUS OF JULY, AUGUST, SEPTEMBER 2022 REVENUE AND EXPENDITURE REPORTS

3. LONG TERM/NONPROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY
4. APPROVAL OF VACATION BUY-BACK SUBMITTALS FOR RCSD EMPLOYEES REQUESTING PARTICIPATION IN THE DECEMBER 2022 BUY-BACK PROGRAM

Motion by Director DeMarco, seconded by Director Searles to approve Consent Calendar Items No. 2, 3 and 4, as presented. Motion passed 5-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS: None

ORDINANCES: None

H. REGULAR CALENDAR

1. FEE WAIVER REQUEST: 25TH ANNUAL CASINO NIGHT FUNDRAISER HOSTED BY THE YOUTH CENTER

General Manager Mendoza presented details of the report; noted RCSD could not duplicate the services offered by The Youth Center.

Discussion followed regarding facility usage fees and refundable fees (deposits), waiving a total of \$600 including a \$20 processing fee for Administrative Staff, whether RCSD has waived fees for any other non-profit in the past, and concerns about setting precedence.

Motion by Director Nitikman, seconded by Director Barke, to deny the fee waiver request from The Youth Center. Motion passed 5-0.

Motion by Director Nitikman, seconded by Director DeMarco, to grant the request for a waiver to permit The Youth Center to serve alcohol during their event. Motion passed 5-0.

2. REVIEW AND APPROVAL OF ROSSMOOR COMMUNITY SERVICES DISTRICT PROGRAMS & SERVICES SATISFACTION SURVEY 2022

General Manager Mendoza presented the staff report.

Director Nitikman indicated he would like to approve the survey and discussed increasing the response rate by offering an incentive to all that respond.

Discussion followed regarding the number of households the survey will reach on Survey Monkey, restricting the survey to one response per device, distribution of the survey information, costs for mailing a postcard to each household, the intent of the survey, having a booth at the Winter Festival to distribute survey information and using RHA's, RCSD's and the Chamber of Commerce email lists.

Maureen Wauters suggested including a note for those who are technically challenged that if they need a hard copy, they should call the RCSD office to request one, and offered to deliver these to residents as needed.

Motion by Director Barke, seconded by Director DeMarco, to approve the survey, as written and direct the General Manager to investigate options for distributing the survey. Motion passed 5-0.

I. GENERAL MANAGER ITEMS

General Manager Mendoza reported adding security lighting to the east side of the Rush Park Administration Building; discussed use of eBikes in the park; stated that in conjunction with the CHP, an educational event will be scheduled for eBike users; addressed re-keying Rush Park; spoke about the Personnel and Contract Committee meeting, and contracts for West Coast Arborists and Tennis instructors; and commented on upcoming interviews for the Administrative Assistant position.

J. BOARD MEMBER ITEMS

Director DeMarco spoke about Ralph Vartabedian writing negatively about the RCSD Board; suggested that RCSD do a yearly survey; reminded the public about the Winter Festival, the compost giveaway and the Farmers Market; paid tribute to all Veterans and thanked outgoing Director Nitikman for his service on the Board.

Director Searles expressed frustration at the divisiveness related to pickleball; urged the public to keep civility; spoke about denial of some grant requests; commented on the resident satisfaction survey and agreed to make it an annual task and include related expenses in the budget; congratulated Director Nitikman on his retirement from the RCSD Board and thanked him for his service.

Director Nitikman discussed RCSD's great communication with residents on important issues; spoke about the importance of fostering communication from the community and actively reaching out; thanked everyone who participated in the meeting; expressed concerns regarding an increase in partisanship and thanked the Board, staff and community members for their support.

President Rips spoke about the need for an in-service training for the Board to learn how to use the microphones more effectively; commented favorably about the survey; agreed to conduct them more frequently; referenced the article by Ralph Vartabedian; thanked Mr. Mendoza for his work and efforts; and thanked the Board, staff and community members for their support.

K. GENERAL COUNSEL ITEMS

General Counsel Tarquin Preziosi, via Zoom, thanked Director Nitikman for his years of service on the RCSD Board.

L. ADJOURNMENT

Motion by Director Barke, seconded by President Rips, to adjourn the regular meeting at 9:23 p.m. Motion passed 5-0.

ATTEST:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Nathan Searles, Second Vice President

Joe Mendoza, Secretary
Rossmoor Community Services District

APPROVED: December 13, 2022

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: December 13, 2022

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accounting Consultant Michael Matsumoto

Subject: STATUS OF JULY THROUGH OCTOBER 2022 REVENUE AND EXPENDITURE REPORTS AND CURRENT LAIF AND US BANK BALANCE THROUGH DECEMBER 2, 2022

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this report.

BACKGROUND

The Revenue and Expenditure Report is usually submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenues and expenses. The District's new contract Accountant, Michael Matsumoto, began working for the District in October 2022 following the former contract Accountant's exit.

INFORMATION

Mr. Matsumoto is working diligently on internal controls relative to deposits, refunds, and reconciliations and evaluating the District's accounting practices. While he is making adjustments, he is also ensuring that the interface between Black Mountain and RecDesk is seamless. This is a work in progress and the goal is to have a full revenue and expenditure report to present to the RCSD Board for July through November 2022 in January 2023.

Mr. Matsumoto has found that while the accounts are balancing with the bank, there needs to be internal adjustments made to ensure that the proper accounts are being accurately coded. This is important for the District's budget process and projections.

The District is fiscally sound. The bank balances as of December 2, 2022 are:

Local Agency Investment Fund (LAIF)	\$1,157,834.66
US Bank	\$ 96,682.92

To be as transparent as possible, future LAIF and bank balances will be reported out on a monthly basis as part of our revenue and expenditure reports. As the Board is aware, these balances fluctuate throughout the year depending on when the property tax payments are received from the County.

The General Manager is very pleased with Mr. Matsumoto as the District's new contract accountant. He has been working closely with District staff to set up the new system. He is extremely thorough and meticulous in his approach to finance.

ATTACHMENTS

None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM I

Date: December 13, 2022
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: GENERAL MANAGER ITEMS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this report.

INFORMATION

In addition to the day-to-day operations of the Rossmoor Community Services District (RCSD), the General Manager has been working on the following:

1. Personnel Updates: Interviews for Administrative Assistant have been completed and a candidate selected who is being processed for January 2023 start date. The addition of this key position will enhance the District's ability to keep up with administrative tasks and social media efforts.

In addition, a Social Media Intern has been hired from the University of Southern California who will be keeping our website and social media accounts updated. This position will begin on December 15, 2022.

2. District staff is aggressively purging all the files in order to thoroughly organize and update the District filing system. There has not been a systematic approach for many years, so this is a large undertaking. The ultimate goal is to digitize files as appropriate.
3. The Los Alamitos Chamber of Commerce will host their annual Holiday Breakfast on Friday, December 9, 2022 at Rush Auditorium. This is a popular event for the community and we are pleased to have this event in the District.
4. The RCSD Tree Lighting Ceremony and Winter Festival is scheduled for December 10, 2022. The General Manager will provide an update at the Board meeting.
5. At the November 8, 2022 Board meeting, reference was made to email comments that are submitted for items appearing on the agenda. It was noted that the Board wanted to be sure that these comments were reflected in the minutes. As part of the District's agenda document for Board meetings, the first part of the agenda is about "Public Participation". Paragraph 3 states:

3. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the District Secretary at jmendoza@rossmoor-csd.org. Comments received by 3:00 p.m. on the date of the

meeting will be provided to the Board of Directors, made available to the public, and will be part of the meeting record.

To clarify, items that are received prior to the 3 p.m. deadline on the date of the meeting that are specific to an agenda item, will be distributed to the Board and noted verbally at the meeting for the minutes. If requested, the email comments may be reviewed by the public at the District Office.

This has been a busy year and I would like to thank the RCSD Board for their vision and support, RCSD staff for working so hard to provide outstanding service, amenities and facilities to the community, and especially to our residents for their ongoing interest in Rossmoor and their participation at events.

My best for a happy holiday season!

ATTACHMENTS

None