



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, February 11, 2020

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE: Los Alamitos Girls Softball (LAGSL)

4. PRESENTATIONS:

a. LOS ALAMITOS GIRLS SOFTBALL LEAGUE, PRESIDENT SHAWN NUGENT

RE: STATUS OF THE UPCOMING SEASON

LAGSL President Shawn Nugent reported that the Spring season will begin on February 22, 2020. He stated that he recently attended a Rossmoor Neighbors Meeting to discuss the Spring Season and the results were quite positive. Mr. Nugent added that LAGSL had donated \$11K to upgrade all the infields at Rossmoor Park. The report was received and filed.

**b. ORANGE COUNTY SHERIFF'S DEPARTMENT LIEUTENANT GARY KNUTSON
RE: OCSD QUARTERLY CRIME STATISTICS**

Lieutenant Knutson reported on the quarterly crime statistics in Rossmoor. He stated that property crimes were up, and catalytic converter thefts were increasing again, and some vehicles had been stolen. Lieutenant Knutson stated that the Sheriff's Department would be working with the District to educate residents on crime and safety related topics. Director DeMarco asked Lieutenant Musselmann for his opinion on whether some of the intersections in Rossmoor warranted some safety improvements. He stated that in his opinion Copa de Oro and Bradbury and Montecito Road could be improved. Director DeMarco asked the Lieutenant if he would be willing to advocate his position to the County of Orange. He replied that he would provide said input with his Supervisor's approval. The presentation was received and filed.

DUE TO A SCHEDULING CONFLICT, ITEM A-d, WAS MOVED AHEAD OF ITEM A-c. IN THE AGENDA AT THIS TIME

d. ROSSMOOR HOMEOWNERS ASSOCIATION REPRESENTATIVE DOROTHY FITZGERALD NEIGHBORHOOD WATCH PROGRAM

RHA Representative Dorothy Fitzgerald reported on the latest Rossmoor Neighborhood Watch activity and developments. She stated that she had been the Neighborhood Watch Coordinator for over 20 years and there were approximately 75 Block Captains. Director DeMarco inquired as to whether the Neighborhood Watch Program tracked the number and location of residential video cameras in Rossmoor and how often the Neighborhood Watch met with law enforcement. Mrs. Fitzgerald replied that the Rossmoor Homeowners Association periodically had speakers from OCSD at their meetings.

Lt. Knutson interjected, stating that he would work with the Neighborhood Watch regarding the potential for residential video doorbell coordination. He encouraged residents to report crimes directly to the Sheriff's Department and not rely on social media for reporting purposes. He added that social media was a good tool but was not always accurate. The report was received and filed.

c. CALIFORNIA HIGHWAY PATROL OFFICER MATT MUSSELMANN RE: QUARTERLY TRAFFIC VIOLATIONS

CHP Officer Matt Musselmann reported on the quarterly traffic activity and violations in Rossmoor. He stated that he had issued 105 tickets over the quarter for speeding and stop sign violations, primarily around the schools. He had also issued several parking tickets for vehicles parked in school bus zones. Officer Musselmann asked if the District could share information in the RCSD Newsletter on how to report out of state vehicle registration violations. The Board and staff agreed. The presentation was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Resident Joel Rattner thanked the District for publishing an informational article on the Rossmoor/Los Alamitos Sewer District in its last newsletter. As a member of the sewer district board he felt it was important that Rossmoor residents, especially new residents, understand that the homeowner is responsible for maintaining the lateral portion of the sewer line from their home to the middle of the street. He opined relative to CR&R trash company stating that he had noticed a great improvement since the RCSD Board had intervened and met with the supervisor. He suggested keeping a close eye on them.

D. REPORTS TO THE BOARD:

1. QUARTERLY STATUS REPORT BY THE GENERAL MANAGER

The General Manager presented the quarterly status report. The report was received and filed.

2. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

Park Superintendent Omero Perez presented the Quarterly Parks and Facilities Maintenance report. The report was received and filed.

3. QUARTERLY RECREATION REPORT

Recreation Superintendent Chris Argueta presented the Quarterly Recreation Report. He discussed past events and announced the dates for the 2020 Movies and concert event schedule. He added that they would be partnering with the Orange County Sheriff's Department to hold a National Night Out in conjunction with a District Concert/Movie event. The report was received and filed.

4. QUARTERLY TREE REPORT

District Arborist Mary Kingman presented the Quarterly Tree Report and provided an overview of the status of the District's urban forest. She discussed tree removals and planting statistics. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES OF THE REGULAR BOARD MEETING—January 14, 2020

1b. MINUTES OF THE PIFC BOARD MEETING—January 14, 2020

2. REVENUE AND EXPENDITURE REPORT—December 2019

Motion by Director Barke, 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. 20-02-11-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING FORTH THE ADMINISTRATIVE FINE AMOUNTS IMPOSED PURSUANT TO POLICY NO. 3098 FOR VIOLATIONS OF POLICY NO. 3080.

Recommendation to hold a public hearing and adopt by roll call vote, Resolution No. 20-02-11-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING FORTH THE ADMINISTRATIVE FINE AMOUNTS IMPOSED PURSUANT TO POLICY NO. 3098 FOR VIOLATIONS OF POLICY NO. 3080.

Discussion ensued. Motion by Director Barke, seconded by Director Casey to approve Resolution No. 20-02-11-01. The motion passed by roll call vote 4-0.

2. RESOLUTION NO. 20-02-11-02 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING FORTH THE

FEE FOR ISSUANCE OF A TREE TRIMMING PERMIT PURSUANT TO POLICY NO. 3080.

Recommendation to hold a public hearing and adopt Resolution No. 20-02-11-02 as follows by reading the title only and waiving further reading as follows:

RESOLUTION NO. 20-02-11-02 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING FORTH THE FEE FOR ISSUANCE OF A TREE TRIMMING PERMIT PURSUANT TO POLICY NO. 3080.

Ordinance 2019-02 which revises and re-adopts Policy No. 3080 (Tree Policy) was adopted at the regular meeting of the Board of Directors on January 14, 2020. This action sets forth by resolution the amount of the fee for the issuance of a Tree Trimming Permit pursuant the Tree Policy. District Staff recommends that the fee for issuance of a Tree Trimming Permit be \$40.00. This amount is based on the cost to the District that is anticipated to be incurred in connection with administering the Tree Trimming Permits.

District Arborist Mary Kingman reported on the tree trimming permit process. Lengthy discussion ensued. It was the consensus of the Board that staff work on developing a vendor qualification checklist, Standard Operating Principles (SOP) and procedures and bring back to the board at its next regular board meeting. The item was tabled until the March 14, 2020 regular board meeting.

ORDINANCES—None

H. REGULAR CALENDAR:

1. SHAKESPEARE BY THE SEA REQUEST FOR DISTRICT CO-SPONSORSHIP AND STIPEND

District staff recommendation to review and discuss the request by Shakespeare by the Sea for a co-sponsorship agreement in which the District would be responsible for coordinating any possible County permits needed and also provide a stipend in the amount of \$4,500.

Shakespeare by the Sea Coordinator, Lisa Coffi, provided a brief overview of the event and budget. Brief discussion ensued relative to event costs and budget compared to last year and average attendance.

Motion by Director Barke, seconded by Director DeMarco to approve the request by Shakespeare by the Sea for a co-sponsorship agreement in which the District would be responsible for coordinating any possible County permits needed and provide a stipend in the amount of \$4,500. Motion passed 4-0.

2. CONSIDERATION OF RISK MANAGEMENT AUTHORITY SERVICES OPTIONS THROUGH SPECIAL DISTRICTS RISK MANAGEMENT AUTHORITY (SDRMA) OR CALIFORNIA JOINT POWERS INSURANCE AUTHORITY (CJPIA)

Recommendation that the Board consider two agencies that have provided information regarding risk management services for property and liability coverage for the Rossmoor Community Services District and direct staff to proceed with finalizing coverage with the agency designated by the Board.

The General Manager reported on the District's claim and deductible history with its current insurance carrier SDRMA. The RCSD currently utilizes SDRMA for property/liability program coverage. The goal of SDRMA is to maximize protection and minimize risk. They believe that they provide the best value through proactive loss prevention. SDRMA is based in Sacramento.

On February 1, 2020, the General Manager received a letter dated January 29, 2020 from SDRMA outlining the renewal process for 2020-2021. As outlined in the letter, the Renewal Questionnaire must be submitted by March 1, 2020. Should a member consider withdrawing from the property/liability program, a "Notice of Intent to Withdraw" must be filed by April 1, 2020 or the notice will not be valid.

Because the CJPIA coverage appeared to be a viable alternative, a meeting of the Budget Committee was conducted on January 30, 2020 for a presentation by Jim Gross, CJPIA Risk Manager for Region 3 (Southern Los Angeles County – Orange County). Mr. Gross provided the Committee with an overview of CJPIA and the service and coverage that is available to RCSD. Based on their evaluation of our District, they were able to provide a SDRMA/CJPIA Program Comparison.

The RCSD Budget Committee, consisting of President Michael Maynard and Director Tony DeMarco, recommended that this item be placed on the February 11, 2020 Board agenda since deadlines for renewal or withdrawal from SDRMA are approaching, and to facilitate a Board discussion and decision about whether or not to continue our relationship with SDRMA, or to enter into a new contract with CJPIA.

Jim Gross, CJPIA Risk Manager then presented the Board with a brief overview of CJPIA services.

Director Barke asked whether General Counsel Tarquin Preziosi had vetted the proposal. The General Manager stated that he had not. Discussion ensued relative to insurance coverage and benefit comparisons between the two agencies. Motion by Director Barke, seconded by Director DeMarco to direct the General Manager and General Counsel to enter into contractual talks with CJPIA for this program with a deadline to bring the item back to the Board at its March 14, 2020 for final approval. Motion passed 4-0.

I. GENERAL COUNSEL ITEMS: None

J. GENERAL MANAGER ITEMS—None

General Manager Joe Mendoza reported that he would be scheduling a CIP Meeting and bringing the CIP Budget back to the Board for their review at the next regular board meeting. The report was received and filed.

K. BOARD MEMBER ITEMS:

Director Barke had nothing to report.

Director Casey thanked the CHP and OCSD for providing updates on the services they provide. He was pleased with the CHP's high visibility and its impact on traffic safety, helping to deter motorists from speeding and running stop signs. He also thanked Dorothy Fitzgerald for her work as the Rossmoor Neighborhood Watch Block Captain organizer.

Director DeMarco requested that staff research the possibility of entering important District dates into a master calendar for the Board to download. He also requested that the General Manager work with the CHP to obtain Officer Musselmann's safety recommendations for Montecito Road in writing and submit to the County. The CHP's advocacy may help convince the County to reconsider the District's prior request for enhanced Stop Signs and traffic safety improvements on Montecito Road.

President Maynard announced the following changes to the District's Board Committee assignments for 2020. Investment Committee: Jeff Barke (Chair) and Ron Casey; Tree Committee: Mark Nitikman (Chair) and Jeff Barke; Rossmoor Advisory Committee: Michael Maynard (Chair) and Tony DeMarco; Mayors Consortium Committee: Michael Maynard (Chair) and Mark Nitikman; Legislative Affairs Committee: Add Jeff Barke as an alternate; Organizational Committee: Michael Maynard (Chair) and Mark Nitikman. President Maynard stated that he was very impressed with the upcoming District's Arbor Day Event on March 14, 2020 and the number of sponsors that had been obtained by staff. He praised staff for their contributions and teamwork and acknowledged that the District was good at putting on events and drawing crowds.

L. CLOSED SESSION—None

M. ADJOURNMENT:

Motion by Director Barke, seconded by Director DeMarco, to adjourn the regular meeting at 9:48 p.m. Motion passed 4-0.

SUBMITTED BY:

Joe Mendoza
General Manager