

# ROSSMOOR

COMMUNITY SERVICES DISTRICT



**Regular Meeting of the Board**  
Agenda Package

**February 8, 2022**

**BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT**

**REGULAR MEETING**

Please be advised this meeting will be conducted by Zoom only. All persons wishing to attend this meeting may do so via Zoom or telephone.

Join Zoom Meeting: <https://zoom.us/j/98120341211?pwd=NGtBQzdkbVpVa0lMdlZiVEhDRnlRUT09>

Enter Meeting ID: **981 2034 1211** and Passcode: **Rossmoor**

**Tuesday, February 8, 2022**

**7:00 p.m.**

**Zoom Or Telephonic Only**

---

*This Board meeting is presented virtually via Zoom Webinar pursuant to Assembly Bill 361 and Resolution of the Board of Directors No. 21-10-12-02 and 22-01-11-01. 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://zoom.us/j/98120341211?pwd=NGtBQzdkbVpVa0lMdlZiVEhDRnlRUT09>

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

Enter Meeting ID: **981 2034 1211** and Passcode: **Rossmoor**

- *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. To Participate via telephone:*

*Call: **US: +1 669 900 6833** Webinar ID: **981 2034 1211** Passcode: **72057452***

*During the Public Comment Period, press \*9 to add yourself to the queue and wait for city 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](mailto: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, follow the instructions above. 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, Nitikman, Searles  
President Rips
3. PLEDGE OF ALLEGIANCE: Director Nitikman
4. PRESENTATIONS:
  - a. Orange County Sheriff’s Department Captain Gary Knutson presents Quarterly Crime Statistics
  - b. CR&R - Recycling and Waste Collection Update by Chrystal Denning and Hashem Shokair
  - c. Sunset Property Services – Street Sweeping Update by Andrea Howhannesian

**B. ADDITIONS TO AGENDA – None**

*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**

*Any person may address the Board of Directors at this time upon any subject within the 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. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT
2. 2022 RCSD BOARD COMMITTEE ASSIGNMENTS
3. MONTHLY TRAFFIC SAFETY UPDATE

**E. CONSENT CALENDAR**

1. MINUTES:

- a. Special RCSD Board Meeting of January 9, 2022
- b. Regular RCSD Board Meeting of January 11, 2022
- c. Regular PIFC Meeting of January 11, 2022

2. DECEMBER 2021 REVENUE AND EXPENDITURE REPORT

3. RESOLUTION NO. 22-02-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC

*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**

1. ADOPTION OF ORDINANCE 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT

**H. REGULAR CALENDAR**

1. ADOPTION OF FISCAL YEAR 2022-2023 BUDGET CALENDAR

**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. CLOSED SESSION**

*Public Comment: Members of the public are welcome to address the Board of Directors, at this time, only on those items on the Closed Session agenda.*

1. CONFERENCE WITH LEGAL COUNSEL  
Anticipated Litigation – One case  
Government Code Section 54956.9.

**M. 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](http://www.rossmoor-csd.org).*

**CERTIFICATION OF POSTING**

I hereby certify that the attached Agenda for the February 8, 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 2/3/22

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM A-4a**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** ORANGE COUNTY SHERIFF'S DEPARTMENT CAPTAIN GARY KNUTSON  
PRESENTS QUARTERLY CRIME STATISTICS

**RECOMMENDATION**

Receive and file presentation.

**INFORMATION**

Orange County Sheriff's Department Captain Gary Knutson will present the Quarterly Crime Statistics.

**ATTACHMENTS**

None

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM A-4b**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** CR&R – RECYCLING AND WASTE COLLECTION UPDATE BY CHRYSTAL DENNING AND HASHEM SHOKAIR

**RECOMMENDATION**

Receive and file presentation.

**INFORMATION**

Representatives from CR&R Inc. will make a presentation to update the Rossmoor Community Services District (RCSD) on the new recycling and waste collection system that is being implemented in Rossmoor. Presenting will be the following representatives from CR&R:

- Chrystal Denning, Regional Vice President
- Hasham Shokair, Senior Sustainability Manager

**ATTACHMENTS**

None



**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM A-4c**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** SUNSET PROPERTY SERVICES – STREET SWEEPING UPDATE PRESENTED BY ANDREA HOWHANNESIAN

**RECOMMENDATION**

Receive and file presentation.

**INFORMATION**

Sunset Property Services Site Operations Manager Andrea Howhannesian will make a presentation to update the Rossmoor Community Services District (RCSD) on the new street sweeping schedule and service being implemented in Rossmoor.

**ATTACHMENTS**

None

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-1**

**Date:** February 8, 2022

**To:** Honorable Board of Directors

**From:** General Manager Joe Mendoza  
Initiated by Park Superintendent Omero Perez

**Subject:** QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

**RECOMMENDATION**

Review and file report.

**INFORMATION**

The Quarterly Parks and Facilities Maintenance Report is intended to provide the Rossmoor Community Services District (RCSD) Board of Directors with the status of activities and programs being performed to further the District's Parks and Facilities Maintenance Program.

**ATTACHMENTS**

1. Quarterly Parks and Facilities Maintenance Report

**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**PARKS AND FACILITIES MAINTENANCE DEPARTMENT**  
**QUARTERLY REPORT**

**FEBRUARY 2022**

---

**SUMMARY**

**Inspection of District Properties** – The facilities at Rossmoor Park, Rush Park and Montecito Center are fully operational with no significant issues.

**Significant Activity This Quarter** – The following projects and activities should be noted. These were above and beyond the regularly scheduled parks and facilities maintenance tasks.

- Landscaping contractor aerated and re-seeded turf areas in Rossmoor and Rush Parks
- District staff replaced damaged wood to all the benches and backstops on all three ballfields at Rossmoor Park. Expenditures for this will be reimbursed through the Prop 68 grant.
- District staff purchased and installed a new memorial bench at Rossmoor Park
- Contractor replaced and installed two new HVAC units in the kitchen and main office at Rush Park. The old HVAC units were installed in 1998. This expenditure will be reimbursed through the Prop 68 grant.
- Plumbing contractor replaced the drinking fountain at Rush Park
- LAGSL hired a contractor to laser level the softball fields at Rossmoor Park prior the beginning of the season that opens February 19
- Contractor repaired the rubberized playground surface at Rush Park. Replacement playground equipment parts are ordered for Rossmoor Park. Both of these items are reimbursable through the Prop 68 grant.
- Electrician performed emergency repairs to the parking lot and walkway lights at Rush Park

**Regular Maintenance Performed** - The following items are performed on a regular basis as noted:

***Daily***

- Facility safety check and recording
- Restrooms and trash – three times per day
- Wipe down rails and swings of playgrounds
- Wipe down and clean picnic tables in shelters and around the parks
- Wipe down exercise machines
- Clean doorknobs around main entrances of buildings
- Vacuum offices
- Blow off walkway to Rossmoor Park entrance
- Clean and disinfect the kitchens at all parks
- Monitor landscape contractor
- Clean and inspect drinking fountains
- Check and mop floors at Montecito Center
- Check emergency defibrillators in all the facilities
- Monitor contracts and contractors

### **Weekly**

- Deep clean Rossmoor and Montecito restrooms every other week with versa machine
- Deep clean Rush Park restrooms every other week with versa machine
- Wash, clean and gas up RCSD vehicles once per week
- Wash windows at Rossmoor Park every other week
- Power wash courts once per month to save water
- Blow off courts three times per month
- Weed and scarify infields at Rush Park
- Deep clean the refrigerators at all parks
- Disinfect main office and all the facilities with fog machine
- Wash and refill all the fluids from RCSD trucks

### **Monthly**

- Spot clean carpets
- Clean all blinds at parks
- Dust ceilings in all rooms at all parks for cobwebs and dust
- Wipe down all ventilation outlets
- Trim the Rossmoor wall the first week of each month
- Inventory all supplies by the first week of each month
- Post and take down street sweeping banners twice per month
- Post and take down Board Meeting banners
- Power wash playgrounds once per month

### **Quarterly**

- Service HVAC system
- Service fire alarms
- Service all fire extinguishers
- Service fire suppression system
- Wash canopy roof at Rossmoor and Rush Park
- Service sewer main lines at all the facilities
- Rototill playground sand pits at Rush and Rossmoor Parks

Respectfully Submitted By:

*Omero Perez, Park Superintendent*

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-2**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** 2022 RCSD BOARD COMMITTEE ASSIGNMENTS

**RECOMMENDATION**

Review and file report.

**INFORMATION**

At the January 11, 2021 Rossmoor Community Services District (RCSD) Board of Directors meeting, the Board elected new officers for 2022. Subsequently, in accordance with Policy 5030 Committees of the Board of Directors, newly-elected President Jeffrey Rips made assignments for 2022 to the various Standing and Ad Hoc Committees of the RCSD.

**ATTACHMENTS**

1. Committee Assignments 2022
2. Policy No. 5030 – Committees of the Board of Directors



## ROSSMOOR COMMUNITY SERVICES DISTRICT

### COMMITTEE ASSIGNMENTS 2022

*President Jeffrey Rips*

STANDING	
<b>Audit Committee</b>	<i>*Jeff Barke, Nathan Searles</i>
<b>Budget Committee</b>	<i>*Mark Nitikman, Jeffrey Rips</i>
<b>Investment Committee</b>	<i>*Tony DeMarco, Jeff Barke</i>
<b>CIP Committee</b>	<i>*Jeff Barke, Tony DeMarco</i>
<b>Parks/Facilities Committee</b>	<i>*Nathan Searles, Jeffrey Rips</i>
<b>Tree Committee</b>	<i>*Nathan Searles, Tony DeMarco</i>
AD HOC	
<b>Rossmoor Advisory Committee (RAC)</b>	<i>*Jeffrey Rips, Mark Nitikman</i>
<b>RCSD/RHA Liaison</b>	<i>*Jeffrey Rips, Mark Nitikman</i>
<b>Mayor's Consortium Representative</b>	<i>*Jeffrey Rips, Jeff Barke</i>
<b>ISDOC Representative</b>	<i>*Nathan Searles</i>
<b>WCC/OCTA Representative</b>	<i>*Nathan Searles</i>
<b>Los Alamitos Unified School District (LAUSD)</b>	<i>*Jeffrey Rips, Tony DeMarco</i>
<b>CommunityTraffic/Safety Advisory Committee</b>	<i>*Tony DeMarco, Nathan Searles +(2) RHA, (2) LAUSD, (2) Residents</i>
<b>Legislative Affairs Committee</b>	<i>*Mark Nitikman, Jeff Barke</i>
<b>Organizational Committee</b>	<i>*Mark Nitikman, Jeffrey Rips</i>

\* Chair

## Rossmoor Community Services District

**Policy****No. 5030**


---

### COMMITTEES OF THE BOARD OF DIRECTORS

---

**50300.00 Appointment of Standing Committees:** The Board President shall appoint such standing committees as called out in Board policies. The duties of the standing committees shall be outlined in specific Board policies relating to the function of said committees.

**5030.10 Appointment of Temporary Ad Hoc Committees:** The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

**5030.20 Committee Categories:** The categories of committees are as follows:

**5030.21 Standing Committees:** Standing committees are those bodies which are called out in other Board policies as having specific and ongoing duties and responsibilities.

**5030.22 Temporary Ad Hoc Committees:** Temporary Ad Hoc committees are those bodies which are appointed by the Board President for a specific study or task, which is temporary in nature, and which is disbanded at the conclusion of the stated study or task and a final report has been submitted to the Board.

**5030.23 Advisory Committees:** The Board President may appoint any of its members to serve on Board advisory committees or as representatives to other public agencies or organizations. Individuals from the community may be appointed to advisory committees.

**5030.30 Committee Meetings:** No more than two Board members may serve on any one committee. All committees of the Board are subject to the Brown Act, thus such committee meeting agendas must be posted in a manner similar to Board Agendas. Committee meetings are subject to the open meeting requirements of the Brown Act.

**5030.40 Report to the Board:** Under Board Member items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official including temporary ad hoc or advisory committees.

**5030.50 Committee Code of Conduct and Rules of Order:** To the extent practicable, Committee meetings should conform to Board Policy No. 5110 and No. 5120.

**5030.60 Scheduling of Committee Meetings:** In those instances when a Committee meeting cannot be scheduled to meet the Board Agenda deadline due to the unavailability of a Committee member, the General Manager and/or the President may elect to bring a matter requiring Board action directly to the Board at their next Regular or Special meeting,

Amended: October 17, 2002

Approved renumbering & format: October 8, 2002

Reaffirmed: March 11, 2003

Amended: January 13, 2009

Amended: December 14, 2010

Amended: September 8, 2015

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-3**

**Date:** February 11, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** MONTHLY TRAFFIC SAFETY UPDATE

**RECOMMENDATION**

Review and discuss 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**

Since the January RCSD Board meeting, work is continuing to progress in the following areas:

- While it has been difficult to coordinate a meeting date for the Community Traffic/Safety Advisory Committee, staff is working with the Committee to determine a meeting date and time in the future.
- Orange County Public Works has ordered and received the permanent radar speed signs that will be placed on Montecito Road and St. Cloud Drive. A work order has been submitted for installation.
- The General Manager continues to work with the City of Cerritos regarding arrangements for the portable radar black box that the City is loaning the RCSD. While the black box has been delivered to RCSD, there has been a delay with the City of Cerritos being able to provide the computer that comes with the black box. Due to the holidays and COVID-19 issues for staff in Cerritos, their availability has been limited. We continue to work together on this for the future.
- At their upcoming meeting, the Community Traffic/Safety Advisory Committee will continue to discuss possible solutions regarding parking issues on the arterial streets along Montecito Road and Bradbury Road. The General Manager has contacted the City of Seal Beach about scheduling a meeting with the owners at the Shops at Rossmoor in order to engage in a discussion regarding the utilization of the parking lot behind the Rossmoor and Seal Beach condominiums and townhomes. However, there has been no response from the City.



- The General Manager has been in contact with CHP Officer Mitchell Smith and working with him to plan this event. Officer Smith is putting together resources and once he has the information together, he indicated he would let us know when a date can be scheduled. We look forward to this event that will enhance bicycle safety in Rossmoor.

**ATTACHMENTS**

None

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-1a, b, c**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** MINUTES – SPECIAL RCSD BOARD MEETING OF JANUARY 9, 2022;  
REGULAR RCSD BOARD MEETING OF JANUARY 11, 2022; AND REGULAR  
PIFC MEETING OF JANUARY 11, 2022

**RECOMMENDATION**

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Minutes of the following meetings as prepared by the Board's Secretary/General Manager:

- a. Special RCSD Board Meeting of January 9, 2022
- b. Regular RCSD Board Meeting of January 11, 2022
- c. Regular PIFC Meeting of January 11, 2022

**INFORMATION**

The Minutes reflect the actions of the RCSD Board of Directors at their meetings in January 2022.

**ATTACHMENTS**

1. Minutes – Special RCSD Board Meeting of January 9, 2022
2. Minutes – Regular RCSD Board Meeting of January 11, 2022
3. Minutes – Regular PIFC Meeting of January 11, 2022



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

**SPECIAL MEETING  
(Via Zoom Only)**

**Sunday, January 9, 2022**

---

**A. ORGANIZATION**

1. CALL TO ORDER: 4:00 p.m.

2. ROLL CALL:

Present: Directors DeMarco, Nitikman, Rips, Searles and President Barke

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

4. PRESENTATIONS: None

5. PUBLIC COMMENTS:

There were no public comments.

**B. SPECIAL AGENDA**

1. Discussion and possible action to hold the January 11, 2022 Regular Meeting of the Board of Directors and/or future meetings of the Board of Directors, via Zoom webinar only, pursuant to Assembly Bill 361 and Resolution of the Board of Directors No. 21-12-14-01.

President Barke read a statement from Director Searles requesting that the regular RCSD Board meeting scheduled for Tuesday, January 11, 2022, be held by Zoom only, because of increased risks of the Omicron COVID-19 variant and a prior statement by President Barke stating he refuses to wear a mask during RCSD Board meetings.

Director Rips agreed with Director Searles' statement.

At Director DeMarco's request, General Counsel Preziosi reported the referenced Resolution is renewable monthly, allows an exception to the Brown Act and holding meetings by Zoom only or hybrid, as desired by the Board.

Director Nitikman discussed the Omicron variant and the existing mask mandate; noted he has health issues regarding wearing a mask for an extended period time and felt the current mask order is illegal and unconstitutional but stated no court has agreed with him on that point. He

commented on the need to uphold the law and agreed with having Zoom meetings and urged the Board to focus on other things.

President Barke spoke about his experience recovering from COVID-19 and treating patients infected with COVID-19; reported Omicron is less dangerous; discussed sporting events occurring in packed stadiums; noted there is no mandate that the Board cannot meet in person; opined this is an issue of freedom of choice; disagreed with the need for a mandate not to meet in person; addressed enforcement and expressed support holding hybrid meetings.

Director Searles spoke about the duties of Board Members to uphold the Federal and State Constitutions and follow current laws; discussed shortages in Sheriff staffing and stressed the need to abide by the law and protect the citizens of Rossmoor.

Director Rips noted this discussion is about elected officials following the law in a public setting; stressed the need to ensure a safe environment for the public and stated agreeing with the law or not agreeing with the law is not relevant to what happens in Rossmoor.

Director DeMarco noted Director Searles called for this meeting because President Barke declared he would not wear a mask at the next Board meeting and opined the Resolution should state that.

Discussion followed regarding the public's ability to sue the District if they attend a public meeting and contract COVID-19.

President Barke quoted various sources regarding the ineffectiveness of masks; discussed protocols for nurses and physicians in terms of protection from hazards; opined the order is unconstitutional and illegal and spoke about the importance of standing up for tyranny and standing up against illegal orders.

Motion by Director Searles, seconded by Director Rips, to hold the Board Meeting scheduled for Tuesday, January 11, 2022, by Zoom only, with no in-person attendance at the Rossmoor Community Services District Rush Auditorium and future meetings will continue via Zoom only, until the CDPH lifts the indoor mask mandate. The motion carried with the following vote:

AYES:	Directors Nitikman, Searles and Rips
NOES:	Director DeMarco and President Barke
ABSTAIN:	None
ABSENT:	None

### C. ADJOURNMENT

Motion by President Barke, seconded by Director Rips, to adjourn the regular meeting at 4:50 p.m. The motion carried with the following vote:

AYES:	Directors DeMarco, Nitikman, Searles and Rips and President Barke
NOES:	None

ABSTAIN: None  
ABSENT: None

ATTEST:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

---

Jeffrey Rips, President

---

Joe Mendoza, Secretary  
Rossmoor Community Services District

**APPROVED:** February 8, 2022



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

**REGULAR MEETING  
(Via Zoom Only)**

**Tuesday, January 11, 2022**

---

**A. ORGANIZATION**

1. CALL TO ORDER: 7:01 p.m.

2. ROLL CALL:

Present: Directors DeMarco, Nitikman, Rips, Searles and President Barke

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

4. PRESENTATIONS:

a. President Jeffrey Barke: 2021 State of the District Address

President Barke presented the 2021 State of the District; addressed accomplishments and challenges and expressed his appreciation to Board colleagues, staff and the community for the opportunity to serve.

b. Election of Officers

President Barke nominated Director Rips as the RCSD Board's next President and Director Nitikman seconded the nomination. Director Rips was declared President of the Board, unanimously, by roll call vote.

President Rips took leadership of the meeting.

President Rips called for nominations for the office of First Vice President of the RCSC Board of Directors.

President Rips nominated Director Nitikman for First Vice President and Director Barke seconded the nomination.

There were no other nominations and Director Nitikman was declared First Vice President, unanimously, by roll call vote.

President Rips called for nominations for Second Vice President of the RCSD Board.

Director Barke nominated Director DeMarco as Second Vice President. Director DeMarco seconded the nomination.

First Vice President Nitikman nominated Director Searles as Second Vice President. President Rips seconded the nomination.

Director Searles was declared Second Vice President by a vote of 3-2 with Director Barke and Director DeMarco, opposed.

c. Presentation to Outgoing Board President Jeffrey Barke

President Rips and Board Members thanked outgoing President Barke for his service, leadership and guidance.

d. CHP Quarterly Traffic Report presented by Officer Matt Musselmann

CHP Officer Matt Musselmann presented the CHP Quarterly Traffic Report, including the Bike Safety Program and citations for the fourth quarter; discussed reduced staffing levels due to COVID-19; addressed new Captains, Sergeants and staff and commented on speed reductions on Montecito.

Discussion followed regarding scheduling additional meetings with the community.

**B. ADDITIONS TO AGENDA - None**

**C. PUBLIC FORUM (Via Zoom)**

Joel Block wished everyone a Happy New Year and congratulated President Rips on his election and thanked former President Barke for his service.

Del Clark felt having Zoom meetings was a good decision; spoke about new variants of COVID-19 and suggested meetings could be conducted in person if all Directors were to wear a mask.

Bill Heller agreed with the previous speaker; spoke about the consequences of a vendor not meeting their contractual commitment relative to street sweeping, and asked for an update on the matter of community patrols by Orange County Sheriff's.

There were no other public comments.

**D. REPORTS TO THE BOARD**

**1. QUARTERLY TREE REPORT**

District Arborist Mary Kingman presented details of the Annual and Quarterly Tree Report.

Discussion followed regarding integrated pest management, tree failures and removals, construction holds and resident service requests.

Director DeMarco requested that printed copies of the report and those of the last two years be provided to the Board.

Discussion followed regarding impacts from artificial turf, effects of the existing drought and irrigation needs in parks.

## 2. MONTHLY TRAFFIC SAFETY UPDATE

General Manager Mendoza gave a traffic safety update; addressed installation of the black box; discussed upcoming Traffic Committee meetings; commented on attempting to make contact with The Shops at Rossmoor regarding parking and noted changes in Sheriff Department leadership.

## 3. STREET SWEEPING UPDATE

General Manager Mendoza reported there was new signage installed, but that they were incorrect and noted they will be fixed; felt the first week was successful; stated he will work with Mr. Heller regarding his concerns; discussed the learning curve and the need for increased education regarding the new street sweeping schedule; and encouraged residents to help educate each other and addressed the CR&R trash pickup problems.

Discussion followed regarding using still shots from the street sweeping trucks videos to demonstrate "Dos and Don'ts" for residents and distributing new waste container lids to residents.

Director DeMarco requested inviting a representative from CR&R to attend the next Board meeting to respond to concerns and provide an update, as well as a representative from the street sweeping contractor.

Discussion followed regarding reducing the time for street sweeping and enforcement and specific steps to educate the public.

Director Searles announced there would be street sweeping on Monday, January 17, 2022.

President Rips invited comments from the public.

Frank Facey requested confirmation that street sweeping enforcement will occur from 8:30 a.m. to 4:30 p.m. once it starts again.

There were no other public comments.



**E. CONSENT CALENDAR**

1. MINUTES:

Regular Board Meeting of December 14, 2021

Motion by Director DeMarco, seconded by Director Barke to approve the Regular Board Meeting Minutes of December 14, 2021. Motion passed 4-0, by roll call vote, with Director Nitikman abstaining.

2. NOVEMBER 2021 REVENUE AND EXPENDITURE REPORT

Motion by Director Barke, seconded by Director DeMarco to approve the November 2021 Revenue and Expenditure Report. Motion passed 5-0, by roll call vote.

3. RESOLUTION NO. 22-01-11-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC

Director Barke spoke in opposition to mandating holding public meetings via Zoom and stated he cannot vote for the resolution.

Director Nitikman noted the resolution is not a mandate and reported it permits the Board to hold hybrid meetings or all-Zoom meetings.

General Counsel Preziosi explained the purpose of the resolution.

Director Barke suggested adding language to the resolution after "remotely", "and/or hybrid, as needed".

Director Nitikman suggested adding, "remotely, by individual directors and staff".

General Counsel Preziosi explained the resolution is a direct result of AB 361 and advised keeping the language in the resolution, as presented.

Motion by President Rips, seconded by Director Searles to approve RESOLUTION NO. 22-01-11-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC, as presented. The motion carried with the following vote:

AYES:	Directors Nitikman, Searles and President Rips
NOES:	Directors Barke and DeMarco

ABSTAIN: None  
ABSENT: None

**F. PUBLIC HEARING - None**

**G. RESOLUTIONS**

1. RESOLUTION NO. 22-01-11-02 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT’S INVESTMENTS, SAVINGS, OR OTHER FINANCIAL ACCOUNTS

General Manager Mendoza presented a brief staff report.

Motion by President Rips, seconded by Director Barke to waive further reading and adopt RESOLUTION NO. 22-01-11-02 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT’S INVESTMENTS, SAVINGS, OR OTHER FINANCIAL ACCOUNTS.

The motion carried 5-0, with the following vote:

AYES: Directors Barke, DeMarco, Nitikman, Searles and President Rips  
NOES: None  
ABSTAIN: None  
ABSENT: None

**ORDINANCES**

2. INTRODUCTION OF ORDINANCE 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT

General Manager Mendoza presented a brief staff report.

Motion by Director Nitikman, seconded by Director DeMarco to introduce ORDINANCE 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

The motion carried 5-0, with the following vote:

AYES:	Directors Barke, DeMarco, Nitikman, Searles and President Rips
NOES:	None
ABSTAIN:	None
ABSENT:	None

## **H. REGULAR CALENDAR**

### **1. DISCUSSION REGARDING PERMANENTLY CHANGING THE DATE OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT MONTHLY REGULAR BOARD MEETINGS**

General Manager Mendoza presented a brief staff report.

Discussion followed regarding the possibility of meeting the second Wednesday of the month, potential conflicts with the church group that meets in the auditorium, and keeping the meeting date as it currently exists.

The Board took no action on this item.

## **I. GENERAL MANAGER ITEMS**

General Manager Mendoza discussed the meal gap program; thanked Directors Rips and Searles for their work on the matter and Supervisor Foley for including RCSD in the program; noted the need to enhance services to seniors; discussed changes relative to redistricting efforts; provided an update on local control; reported on athletic field renovations and listed upcoming committee and Board meetings. Additionally, he acknowledged event sponsors and thanked them for their support.

Director DeMarco commended General Manager Mendoza and staff and discussed the importance of reaching out to new representatives.

Director Searles thanked sponsors, and acknowledged that a representative from Supervisor Do's Office, Ofelia Garcia, was present on Zoom for the meeting, and commented on the accomplishments of RCSD this past year.

## **J. BOARD MEMBER ITEMS**

Director Barke congratulated President Rips; suggested inviting the District Attorney Todd Spitzer to Board meetings to talk about the District Attorney's role and expectations, going forward and invite Sheriff Barnes to provide an update on his department.

Director DeMarco reminded residents to slow down as they enter Rossmoor, as school has begun again; spoke about increases in crimes that are not being prosecuted; asked residents to be patient

in terms of street sweeping and trash collection and commented on the need to get information regarding CHP and Sheriff coverage in Rossmoor.

Director Nitikman suggested holding a contest around Arbor Day to get local residents to submit artwork for a mural on the wall of the Montecito Center, facing Montecito Road.

Director Searles thanked Director DeMarco for requesting year over year comparisons on specific reports; spoke about breaking out normal expenditures for additional transparency; asked for the report to be vertical and urged the public to be patient with the street sweeping and waste collection transitioning.

President Rips announced a PIFC meeting directly following this meeting; commented on the need to be patient with upcoming changes; discussed the meal gap program and thanked General Manager Mendoza for making it happen; noted his focus is to improve the quality of life for Rossmoor residents; thanked sponsors for their continued support and looked forward to working with Board colleagues and Mr. Mendoza.

**K. GENERAL COUNSEL ITEMS**

General Counsel Preziosi reported that CDPH has extended the mask mandate through February 15, 2022.

**L. ADJOURNMENT**

Motion by Director Nitikman, seconded by Director DeMarco, to adjourn the regular meeting at 9:35 p.m. Motion passed 5-0.

ATTEST:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

\_\_\_\_\_  
Jeffrey Rips, President

\_\_\_\_\_  
Joe Mendoza, Secretary  
Rossmoor Community Services District

**APPROVED:** February 8, 2022



**MINUTES  
BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT  
PUBLIC IMPROVEMENTS FINANCING CORPORATION**

**REGULAR MEETING**

**(Via Zoom Only)**

**Tuesday, January 11, 2022**

**A. ORGANIZATION**

1. CALL TO ORDER: 7:01 p.m. (immediately following adjournment of the Regular Meeting of the Board of Directors of the Rossmoor Community Services District)

2. ROLL CALL:

Present: Directors DeMarco, Nitikman, Rips, Searles and President Barke

3. MINUTES:

a. PIFC Meeting of January 12, 2021 (Information Only)

4. ELECTION OF OFFICERS:

General Manager Mendoza called for nominations for President of the PIFC for the calendar year 2022.

Motion by President Barke, seconded by Director DeMarco, to nominate RCSD President Rips as President of PIFC, First Vice President Nitikman as Vice President of PIFC, continue with General Manager Mendoza as Secretary and CFO, and continue with Jones and Mayer as General Counsel.

The motion carried 5-0, with the following vote:

- AYES: Directors Rips, DeMarco, Nitikman, Searles and President Barke
- NOES: None
- ABSTAIN: None
- ABSENT: None

**B. ADDITIONS TO AGENDA - None**

**C. PUBLIC FORUM (Via Zoom)**

There were no public comments.

**D. REPORTS TO THE BOARD - None**

**E. CONSENT CALENDAR - None**

**F. PUBLIC HEARING - None**

**G. RESOLUTIONS**

1. RESOLUTION NO. 22-01-11-01 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD

Motion by Director DeMarco, seconded by Director Barke to waive further reading and adopt RESOLUTION NO. 22-01-11-01 – A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD

The motion carried 5-0, with the following vote:

AYES:	Directors Barke, DeMarco, Nitikman, Searles and President Rips
NOES:	None
ABSTAIN:	None
ABSENT:	None

**ORDINANCES - None**

**H. BIDS, CONTRACTS AND AGREEMENTS - None**

**I. ADMINISTRATIVE ITEMS - None**

**J. INFORMATIONAL ITEMS - None**

**K. BOARD MEMBER ITEMS - None**

**L. CLOSED SESSION - None**

**M. ADJOURNMENT**

Motion by Director DeMarco, seconded by Director Barke, to adjourn the regular meeting at 9:35 p.m. Motion passed 5-0.

ATTEST:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

---

Jeffrey Rips, President

---

Joe Mendoza, Secretary  
Rossmoor Community Services District

**APPROVED:** February 8, 2022

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-2**

**Date:** February 8, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
Accountant Ken Pun  
**Subject:** DECEMBER 2021 REVENUE and EXPENDITURE REPORT

**RECOMMENDATION**

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Revenue and Expenditure Report for December 2021.

**INFORMATION**

The Revenue and Expenditure Report is submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenues and expenses.

**ATTACHMENTS**

1. Revenue and Expenditure Report for the month of December 2021
2. Explanation of Significant Variances from Budgeted Amounts



**Rossmoor Community Services District**  
**Schedule of Revenues and Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the month ended December 31, 2021**

	Original Budget	Current Month December	Adjustments	Year to Date	Variance	% of Budget
<b>Revenues:</b>						
Property taxes	\$ 1,100,000	\$ 190,169	\$ -	\$ 589,752	\$ 510,248	53.81%
Street light assessments	372,000	66,260	-	205,085	166,915	55.13%
Interest on investments	9,600	-	-	530	9,070	5.52%
From Other Governmental Agencies	258,000	-	-	740	257,260	0.29%
Permit and Rental Fees	137,300	20,741	-	109,352	27,948	79.64%
Miscellaneous	19,000	6,347	-	104,967	(85,967)	552.46%
<b>Total Revenues</b>	<b>1,895,900</b>	<b>283,517</b>	<b>-</b>	<b>1,010,426</b>	<b>885,474</b>	<b>53.30%</b>
<b>Expenditures:</b>						
Administrative	957,700	138,055	-	509,596	448,104	53.21%
Recreation	39,500	12,405	-	48,576	(9,076)	122.98%
Rossmoor Park	263,000	8,830	-	78,625	184,375	29.90%
Montecito Center	24,400	1,058	-	10,649	13,751	43.64%
Rush Park	145,500	12,039	-	119,263	26,237	81.97%
Street Lighting	100,000	8,660	-	51,796	48,204	51.80%
Rossmoor Wall	1,000	-	-	-	1,000	0.00%
Street Sweeping	65,000	1,584	-	27,132	37,868	41.74%
Parkway Tree	170,000	26,463	-	172,592	(2,592)	101.52%
Mnl-Parks and Median	11,800	1,655	-	7,802	3,998	66.12%
<b>Total Expenditures</b>	<b>1,777,900</b>	<b>210,749</b>	<b>-</b>	<b>1,026,031</b>	<b>751,869</b>	<b>57.71%</b>
<b>Changes in Fund Balance</b>	<b>118,000</b>	<b>\$ 72,768</b>	<b>\$ -</b>	<b>(15,605)</b>	<b>\$ 133,605</b>	
<b>Fund Balance:</b>						
Beginning of Period	1,283,900			1,283,900		
End of Period	\$ 1,401,900			\$ 1,268,295		

REVENUE/EXPENDITURE REPORT

Rossmoor Community

For the Period: 7/1/2021 to 12/31/2021

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
<b>Revenues</b>							
Dept: 00							
3000 Current Secured Property Taxes	1,020,000.00	1,020,000.00	559,665.92	372,182.58	0.00	460,334.08	54.9
3001 Current unsecured prop tax	34,000.00	34,000.00	17,637.73	0.00	0.00	16,362.27	51.9
3002 Prior secured property taxes	14,000.00	14,000.00	6,675.97	572.58	0.00	7,324.03	47.7
3003 Prior unsecured prop taxes	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
3004 Delinquent property taxes	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
3010 Current supplemental assessmnt	18,000.00	18,000.00	5,772.01	1,429.91	0.00	12,227.99	32.1
3020 Public utility tax	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
3105 Street light assessments	372,000.00	372,000.00	205,085.15	130,634.41	0.00	166,914.85	55.1
3200 Interest on investments	9,600.00	9,600.00	529.57	0.00	0.00	9,070.43	5.5
3210 Prop 68 Grant Funding	175,000.00	175,000.00	0.00	0.00	0.00	175,000.00	0.0
3250 FEMA Grant-Covid 19	19,000.00	19,000.00	0.00	0.00	0.00	19,000.00	0.0
3301 State homeowner proptax relief	4,000.00	4,000.00	740.12	740.12	0.00	3,259.88	18.5
3305 County street sweep reimburse	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
3404 Court reservations	45,000.00	45,000.00	51,202.18	14,086.47	0.00	-6,202.18	113.8
3405 Wall Rental	300.00	300.00	308.72	0.00	0.00	-8.72	102.9
3406 Ball field reservations	12,000.00	12,000.00	5,501.30	0.00	0.00	6,498.70	45.8
3407 Tree Trim Permits	5,000.00	5,000.00	264.00	0.00	0.00	4,736.00	5.3
3410 Rossmoor building rental	10,000.00	10,000.00	2,250.00	0.00	0.00	7,750.00	22.5
3412 Montecito building rental	15,000.00	15,000.00	14,678.68	2,502.50	0.00	321.32	97.9
3414 Rush Park Building Rental	50,000.00	50,000.00	35,146.18	3,028.73	0.00	14,853.82	70.3
3500 Other miscellaneous revenue	5,000.00	5,000.00	88,718.10	81,108.23	0.00	-83,718.10	1774.4
3504 Sponsorships	14,000.00	14,000.00	16,250.00	0.00	0.00	-2,250.00	116.1
<b>Dept: 00</b>	<b>1,895,900.00</b>	<b>1,895,900.00</b>	<b>1,010,425.63</b>	<b>606,283.53</b>	<b>0.00</b>	<b>885,474.37</b>	<b>53.3</b>
<b>Revenues</b>							
	1,895,900.00	1,895,900.00	1,010,425.63	606,283.53	0.00	885,474.37	53.3
<b>Expenditures</b>							
Dept: 10 ADMINISTRATION							
4000 Board of Directors Compensatn	9,000.00	9,000.00	8,557.94	500.00	0.00	442.06	95.1
4002 Salaries - Part-time	64,272.00	64,272.00	29,738.10	3,520.03	0.00	34,533.90	46.3
4003 Salaries - Overtime	1,500.00	1,500.00	8,545.56	1,407.53	0.00	-7,045.56	569.7
4006 SALARY - ADMINISTRATION	220,560.00	220,560.00	87,796.90	11,080.58	0.00	132,763.10	39.8
4007 Vehicle Allowance	1,500.00	1,500.00	1,008.70	139.44	0.00	491.30	67.2
4008 SALARY - RECREATION	116,085.00	116,085.00	55,762.10	12,371.47	0.00	60,332.90	48.0
4009 SALARY - PARK/TREE MAINTENANCE	84,168.00	84,168.00	26,438.72	6,016.30	0.00	57,729.28	31.4
4010 Workers Compensation Insurance	18,500.00	18,500.00	10,339.19	1,714.83	0.00	8,160.81	55.9
4011 Medical Insurance	85,000.00	85,000.00	36,941.28	6,341.88	0.00	48,058.72	43.5
4015 Federal Payroll Tax -FICA	48,415.00	48,415.00	25,446.69	2,685.91	0.00	22,968.31	52.6
5002 Insurance - Liability	35,000.00	35,000.00	3,115.48	0.00	0.00	31,884.52	8.9
5004 Memberships and Dues	7,200.00	7,200.00	8,868.63	0.00	0.00	-1,668.63	123.2
5006 Travel & Meetings	2,500.00	2,500.00	144.25	0.00	0.00	2,355.75	5.8
5007 Televised Meeting Costs	20,000.00	20,000.00	13,331.00	7,539.70	0.00	6,669.00	66.7
5010 Publications & Legal Notices	6,500.00	6,500.00	5,392.50	0.00	0.00	1,107.50	83.0
5012 Printing	3,000.00	3,000.00	3,108.35	123.76	0.00	-108.35	103.6
5014 Postage	2,500.00	2,500.00	355.35	0.00	0.00	2,144.65	14.2
5016 Office Supplies	15,000.00	15,000.00	2,914.05	322.29	0.00	12,085.95	19.4
5020 Telephone	12,000.00	12,000.00	3,824.18	0.00	0.00	8,175.82	31.9
5021 Computer Costs	5,000.00	5,000.00	2,298.20	0.00	0.00	2,701.80	46.0
5030 Vehicle Maintenance	0.00	0.00	2,010.54	0.00	0.00	-2,010.54	0.0
5045 Miscellaneous Expenditures	10,000.00	10,000.00	89,330.57	81,082.69	0.00	-79,330.57	893.3
5046 Bank Service Charge	1,000.00	1,000.00	1,956.62	33.34	0.00	-956.62	195.7
5610 Legal Counsel	60,000.00	60,000.00	24,194.58	0.00	0.00	35,805.42	40.3
5615 Financial Audit-Consulting	17,000.00	17,000.00	17,225.00	0.00	0.00	-225.00	101.3
5620 Outsource Financial Consultant	60,000.00	60,000.00	15,000.00	0.00	0.00	45,000.00	25.0
5670 Other Professional Services	35,000.00	35,000.00	21,316.99	3,049.30	0.00	13,683.01	60.9
6010 Equipment	2,000.00	2,000.00	502.60	125.65	0.00	1,497.40	25.1
6025 Soft ware	15,000.00	15,000.00	4,140.00	0.00	0.00	10,860.00	27.6
<b>ADMINISTRATION</b>	<b>957,700.00</b>	<b>957,700.00</b>	<b>509,594.07</b>	<b>138,054.70</b>	<b>0.00</b>	<b>448,105.93</b>	<b>53.2</b>

Dept: 20 RECREATION  
Fund: 10 - GENERAL FUND

Expenditures							
Dept: 20 RECREATION							
5017 Community Events	39,500.00	39,500.00	48,576.45	12,405.44	0.00	-9,076.45	123.0
<b>RECREATION</b>	<b>39,500.00</b>	<b>39,500.00</b>	<b>48,576.45</b>	<b>12,405.44</b>	<b>0.00</b>	<b>-9,076.45</b>	<b>123.0</b>
Dept: 30 ROSSMOOR PARK							
5018 Janitorial Supplies	6,000.00	6,000.00	2,863.12	0.00	0.00	3,136.88	47.7
5022 Utilities	12,500.00	12,500.00	4,951.78	759.72	0.00	7,548.22	39.6
5023 Water	28,000.00	28,000.00	27,149.00	3,934.69	0.00	851.00	97.0
5025 SECURED PROP TAX	1,150.00	1,150.00	1,048.06	524.03	0.00	101.94	91.1
5030 Vehicle Maintenance	1,000.00	1,000.00	1,130.61	0.00	0.00	-130.61	113.1
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	4,535.22	0.00	0.00	25,464.78	15.1
5034 Alarm Systems	850.00	850.00	513.88	0.00	0.00	336.12	60.5
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	500.00	500.00	1,034.27	0.00	0.00	-534.27	206.9
5655 Landscape Maintenance	27,000.00	27,000.00	18,490.48	3,610.49	0.00	8,509.52	68.5
6005 Buildings and Improvements	155,000.00	155,000.00	16,909.36	0.00	0.00	138,090.64	10.9
<b>ROSSMOOR PARK</b>	<b>263,000.00</b>	<b>263,000.00</b>	<b>78,625.78</b>	<b>8,828.93</b>	<b>0.00</b>	<b>184,374.22</b>	<b>29.9</b>
Dept: 40 MONTECITO CENTER							
5018 Janitorial Supplies	6,000.00	6,000.00	2,820.06	0.00	0.00	3,179.94	47.0
5022 Utilities	2,000.00	2,000.00	788.31	216.99	0.00	1,211.69	39.4
5023 Water	2,250.00	2,250.00	1,381.05	0.00	0.00	868.95	61.4
5025 SECURED PROP TAX	1,000.00	1,000.00	880.14	440.07	0.00	119.86	88.0
5030 Vehicle Maintenance	500.00	500.00	549.90	0.00	0.00	-49.90	110.0
5032 Building & Grounds-Maintenance	8,000.00	8,000.00	350.00	0.00	0.00	7,650.00	4.4
5034 Alarm Systems	650.00	650.00	0.00	0.00	0.00	650.00	0.0
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5655 Landscape Maintenance	3,000.00	3,000.00	3,880.98	401.15	0.00	-880.98	129.4
<b>MONTECITO CENTER</b>	<b>24,400.00</b>	<b>24,400.00</b>	<b>10,650.44</b>	<b>1,058.21</b>	<b>0.00</b>	<b>13,749.56</b>	<b>43.6</b>
Dept: 50 RUSH PARK							
5018 Janitorial Supplies	6,000.00	6,000.00	2,824.38	0.00	0.00	3,175.62	47.1
5022 Utilities	23,000.00	23,000.00	13,635.43	1,535.07	0.00	9,364.57	59.3
5023 Water	42,000.00	42,000.00	29,687.34	1,731.58	0.00	12,312.66	70.7
5025 SECURED PROP TAX	4,200.00	4,200.00	4,010.96	2,005.48	0.00	189.04	95.5
5030 Vehicle Maintenance	1,000.00	1,000.00	1,323.53	0.00	0.00	-323.53	132.4
5032 Building & Grounds-Maintenance	40,000.00	40,000.00	9,102.79	3,216.50	0.00	30,897.21	22.8
5034 Alarm Systems	800.00	800.00	0.00	0.00	0.00	800.00	0.0
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	500.00	1,259.38	0.00	0.00	-759.38	251.9
5052 Minor Facility Repairs	500.00	500.00	300.00	0.00	0.00	200.00	60.0
5655 Landscape Maintenance	27,000.00	27,000.00	16,965.82	3,550.49	0.00	10,034.18	62.8
6005 Buildings and Improvements	0.00	0.00	25,359.00	0.00	0.00	-25,359.00	0.0
6010 Equipment	0.00	0.00	14,793.15	0.00	0.00	-14,793.15	0.0
<b>RUSH PARK</b>	<b>145,500.00</b>	<b>145,500.00</b>	<b>119,261.78</b>	<b>12,039.12</b>	<b>0.00</b>	<b>26,238.22</b>	<b>82.0</b>
Dept: 60 STREET LIGHTING							
5650 Lighting and Maintenance	100,000.00	100,000.00	51,795.46	8,659.87	0.00	48,204.54	51.8
<b>STREET LIGHTING</b>	<b>100,000.00</b>	<b>100,000.00</b>	<b>51,795.46</b>	<b>8,659.87</b>	<b>0.00</b>	<b>48,204.54</b>	<b>51.8</b>
Dept: 65 ROSSMOOR WALL							
5032 Building & Grounds-Maintenance	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
<b>ROSSMOOR WALL</b>	<b>1,000.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>0.0</b>
Dept: 70 STREET SWEEPING							
5642 Street Sweeping	65,000.00	65,000.00	27,132.26	1,584.13	0.00	37,867.74	41.7
<b>STREET SWEEPING</b>	<b>65,000.00</b>	<b>65,000.00</b>	<b>27,132.26</b>	<b>1,584.13</b>	<b>0.00</b>	<b>37,867.74</b>	<b>41.7</b>
Dept: 80 PARKWAY TREES							
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 80 PARKWAY TREES							
5017 Community Events	1,500.00	1,500.00	78.00	0.00	0.00	1,422.00	5.2

5656 Tree Trimming	120,500.00	120,500.00	148,974.00	9,191.00	0.00	-28,474.00	123.6
5660 TREE REMOVAL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
6015 Trees	45,000.00	45,000.00	23,540.00	17,272.00	0.00	21,460.00	52.3
<b>PARKWAY TREES</b>	<b>170,000.00</b>	<b>170,000.00</b>	<b>172,592.00</b>	<b>26,463.00</b>	<b>0.00</b>	<b>-2,592.00</b>	<b>101.5</b>
Dept: 90 MINI-PARKS AND MEDIANS							
5022 Utilities	500.00	500.00	288.26	54.77	0.00	211.74	57.7
5023 Water	6,000.00	6,000.00	5,880.80	1,200.39	0.00	119.20	98.0
5032 Building & Grounds-Maintenance	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
5045 Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051 Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052 Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5655 Landscape Maintenance	3,000.00	3,000.00	1,633.37	400.91	0.00	1,366.63	54.4
<b>MINI-PARKS AND MEDIANS</b>	<b>11,800.00</b>	<b>11,800.00</b>	<b>7,802.43</b>	<b>1,656.07</b>	<b>0.00</b>	<b>3,997.57</b>	<b>66.1</b>
<b>Expenditures</b>	<b>1,777,900.00</b>	<b>1,777,900.00</b>	<b>1,026,030.67</b>	<b>210,749.47</b>	<b>0.00</b>	<b>751,869.33</b>	<b>57.7</b>
<b>Net Effect for GENERAL FUND</b>	<b>118,000.00</b>	<b>118,000.00</b>	<b>-15,605.04</b>	<b>395,534.06</b>	<b>0.00</b>	<b>133,605.04</b>	<b>-13.2</b>
Change in Fund Balance:			-15,605.04				
<b>Grand Total Net Effect:</b>	<b>118,000.00</b>	<b>118,000.00</b>	<b>-15,605.04</b>	<b>395,534.06</b>	<b>0.00</b>	<b>133,605.04</b>	

**EXPLANATION OF SIGNIFICANT VARIANCES FROM BUDGETED AMOUNTS**  
**December 2022 Revenue and Expenditure Report**

**Expenditure Accounts**

<b>Account</b>	<b>Item</b>	<b>Explanation</b>
10-10-4000	Board of Directors Compensation	<b>A mid-year adjustment will be made.</b> As reported last month, this overage is due to the numerous town hall meetings, public forum, and special meetings held during the last six months. These were attributed to the street sweeping schedule change, local control forums, and ethnic studies forums, etc.
10-10-4003	Overtime	<b>This will be adjusted during the mid-year budget process and totally offset by the sponsorships and donations received (10-00-3504) for these events.</b> During the COVID period, overtime was reduced to \$1500. However, due to the large number of special events this summer, the General Manager approved staff overtime for those events. In addition, staffing has been a challenge due to COVID with some staff off ill, and the difficulty in covering the day to day operations and assignments that needed to be completed, therefore overtime was warranted. To date, we have spent \$7,138.03.
10-20-5017	Community Events	The budgeted amount is \$39,500; \$48,576 has been spent; therefore, there is an overage of \$9,076. These expenditures were designated for the Family Foodie Festivals and the Winter Festival. The overage will be completely offset by sponsorship revenue. <b>A detailed report will be provided at mid-year budget.</b>
10-30-5023	Rossmoor Park – Water	Water at Rossmoor Park is well over budget. An audit has been conducted by our water supplier and there are no leakage concerns. However, due to the COVID pandemic, staff had been washing playgrounds, courts, etc. more often. We also determined that we were over-watering during the summer months and will make adjustments to curtail the use of water in the upcoming year. Additionally, there were a few main line breaks that resulted in a significant loss of water. These were repaired. Water rates have also increased. <b>A mid-year budget adjustment will be made.</b>
10-10-5030 10-30-5030 10-40-5030 10-50-5030	Vehicle Maintenance	The overage for December is due to body work that was done on the District trucks. The body shop was paid in full by the District and CJPIA will reimburse the District, less the deductible.
10-10-5045	Miscellaneous Expenditures	The \$70,000 Senior Meal Gap Program gift cards appear in this account. This is offset by the \$70,000 in revenue received by the County for the Senior Meal Gap Program grant that appears in 10-00-5300.
10-10-5046	Bank Service Charges	No change – still working with RecDesk to find a solution. Overage is attributed to the service fee being charged to the District for credit/debit card payments from facility users by LADCO which is the processing platform used by RecDesk. In the effort to reduce cash handling, increased usage of credit/debit cards by patrons has increased substantially. An evaluation of how to reduce the fee through another platform if allowed through RecDesk is being looked into; and whether to incorporate the convenience fee into the usage fee or pass the fee on directly to the patron will be considered when reviewing facility usage fees in the future.

Account	Item	Explanation
10-80-5656 10-80-5660 10-80-5615	Tree Trimming Tree Removal Tree Planting	To date, the overall tree budget is within our budgeted amount. However, we anticipate going over budget due to unanticipated tree trimming and removal of a number of park trees for safety reasons. To date, we are over in 10-80-5656 Tree Trimming and will review this at mid-year and make appropriate adjustments. We are taking a proactive aggressive approach to minimize potential liability. Rossmoor has an aging urban forest in many areas and we are addressing these areas. Staff is concentrating on park trees due to the large number of visitors at our parks.

**Revenue Accounts**

Account	Item	Explanation
10-00-3404	Court Reservations	Our court reservations are at 113.8%, therefore it is anticipated that our revenue will be well over the \$45,000 budgeted amount. <b>To be adjusted at mid-year budget review.</b>
10-00-3412	Montecito Building Rental	The Montecito Center building rental has increased to 97.9% and we anticipate this increasing due to an ongoing church rental.
10-00-3500	Miscellaneous Revenue	These revenue accounts are well over the budgeted amounts due to the \$70,000 Senior Meal Gap Program grant that was received from the County of Orange.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-3**

**Date:** February 8, 2022

**To:** Honorable Board of Directors

**From:** General Manager Joe Mendoza  
General Counsel Tarquin Preziosi

**Subject:** RESOLUTION NO. 22-02-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC

**RECOMMENDATION**

Approve by roll call vote, Resolution No. 22-02-08-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC

**BACKGROUND**

On March 4, 2020, Governor Newsom declared a State of Emergency. That declaration is still in effect. Since March 12, 2020, Executive Orders from the Governor have relaxed various Brown Act meeting requirements to allow remote meetings and to temporarily suspended the Brown Act provisions requiring the physical presence of members at the public meetings. The most recent extension of that authorization expired September 30, 2021. On March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings telephonically or by other means. Additionally, the State implemented a shelter-in-place order, requiring all non-essential personnel to work from home. The RCDSD initially implemented teleconference meetings until in-person meetings with limited capacity were reintroduced. In addition, a hybrid option was available for those who preferred to participate remotely in meeting by using Zoom technology for Board and Committee meetings. The usage of Zoom for hybrid public meetings has allowed the District to ensure the public's continued access to meetings while also ensuring the public's, members, and employees' safety.

On June 11, 2021, Governor Newsom issued Executive Order N-08-21, which among other things, rescinded his prior Executive Order N-29-20 and set a date of October 1, 2021 for agencies to transition back to public meetings pursuant to the Brown Act.

On September 17, 2021 the Governor signed into law AB 361 which allows local legislative bodies to continue to meet remotely after the October 1, 2021 deadline. A local agency will be allowed to continue to meet remotely when:

- The local agency holds a meeting during a declared state of emergency;
- State or local health officials have imposed or recommended measures to promote social distancing; and
- Legislative bodies declare the need to meet remotely due to present risks to the health or safety of attendees.

The RCSD meets the requirements of AB 361 to continue holding meetings remotely in order to ensure the health and safety of the public and its employees:

- The state of emergency continues to directly impact the ability of the members of the RCSD's legislative bodies to meet safely in person; and
- Federal, State or local officials continue to impose or recommend measures to promote social distancing to mitigate the spread of Covid-19.

Both the California Department of Public Health and the Orange County Health Officer have issued recommendations that members of vulnerable populations (such as older adults and those persons with an elevated risk due to certain medical conditions) continue to practice social distancing. The RCSD cannot ensure social distancing requirements are always met inside the Rush Park Auditorium and/or Conference Rooms where the RCSD Board of Directors and Committees may meet, making it difficult for members of these bodies, RCSD staff, and members of the public to consistently socially distance from each other and take other required precautions.

Pursuant to AB 361, the RCSD Board of Directors needs to declare every 30 days that the RCSD's legislative bodies must continue to meet remotely in order to ensure the health and safety of the public. Staff recommends that the RCSD Board of Directors adopt the proposed resolution making the required findings that the RCSD Board of Directors and Committee meetings can meet remotely pursuant to the requirements of AB 361.

## **INFORMATION**

At the October 12, 2021 RCSD Board of Directors meeting, Resolution No. 21-10-12-02 was passed unanimously. Subsequently, the RCSD Board has passed updated resolutions in November and December 2021, and in January 2022.

As required by AB 361, an updated resolution is being presented to the Board this evening so that the RCSD may continue to have the ability to meet remotely.

## **ATTACHMENTS**

1. Resolution No. 22-02-08-01



**RESOLUTION 22-02-08-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TO CONTINUE CONDUCTING MEETINGS OF THE DISTRICT BOARD AND COMMITTEES REMOTELY AS NEEDED DUE TO HEALTH AND SAFETY CONCERNS FOR THE PUBLIC**

**WHEREAS**, on March 4, 2020, pursuant to California Gov. Code Section 8625, the Governor declared a state of emergency as a result of the COVID-19 pandemic (the "Emergency");

**WHEREAS**, on September 17, 2021, Governor Newsom signed AB 361, which bill went into immediate effect as urgency legislation;

**WHEREAS**, AB 361 added subsection (e) to Section 54953 of the California Gov. Code to authorize legislative bodies to conduct remote meetings provided the legislative body makes specified findings;

**WHEREAS**, state or local officials continue to impose or recommend measures to promote social distancing;

**WHEREAS**, according to stand and local officials social distancing measures decrease the chance of spread of COVID-19; and

**WHEREAS**, it is appropriate for the Rossmoor Community Services District to make the findings specified in subsection (e)(1) of section 54953, to thereby authorize the Board of Directors and committees and/or other legislative body of the Rossmoor Community Services District to meet remotely if necessary.

**NOW, THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Rossmoor Community Services District that it hereby finds that as a result of the Emergency, if meeting in person would present imminent risks to the health or safety of attendees, meetings would be held remotely.

**PASSED AND ADOPTED** this 8<sup>th</sup> day of February 2022.

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

\_\_\_\_\_  
Jeffrey Rips, President

ATTEST:

\_\_\_\_\_  
Joe Mendoza, Secretary  
Rossmoor Community Services District

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM G-1**

**Date:** February 8, 2022

**To:** Honorable Board of Directors

**From:** General Manager Joe Mendoza  
General Counsel Tarquin Preziosi

**Subject:** ADOPTION OF ORDINANCE NO. 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT

**RECOMMENDATION**

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors hold a public hearing, give second reading to, and adopt Ordinance No. 2022-01 as follows:

ORDINANCE NO. 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT

**INFORMATION**

Ordinance No. 2022-01 was given first reading and introduced at the regular meeting of the RCSD Board of Directors on January 11, 2022. The ordinance has been advertised for public hearing in the local newspaper as required.

The proposed revisions to Policy No. 3085.30, Vehicles, outlines the no parking restrictions that will take place under the new schedule:

Current street sweeping no parking restrictions are posted for the first (1st) and third (3rd) Mondays on the odd-numbered side of the street and the first (1st) and third (3rd) Tuesdays on the even numbered side of the street, between the hours of 8:30 a.m. and 4:30 p.m. If the normal Monday or Tuesday designated for street sweeping is a holiday, street sweeping will occur on the following Wednesday.

At their December meeting, the Board approved the proposed amendment. Because Policy No. 3085 was re-adopted by Ordinance No. 2014-01 in 2014, it was recommended by General Counsel that the amendment similarly be adopted by ordinance. Therefore, General Counsel prepared an ordinance.

With the implementation of the new schedule, parking enforcement was suspended for the month of January and February 2022 as residents become accustomed to the odd/even parking restrictions. Ordinance No. 2022-01 will allow for parking enforcement in the future, pursuant to

the applicable provisions of the California Vehicle Code and the Codified Ordinances of the County of Orange.

Once the ordinance is adopted by the RCSD Board, parking enforcement may go into effect 30 days thereafter pursuant to state law. When parking enforcement is set to begin, residents will be notified through the District's website, social media, and other outlets. The schools will also be notified to advise those visiting their campuses.

**ATTACHMENTS**

1. ORDINANCE NO. 2022-01: AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT
2. PROPOSED REVISIONS TO POLICY NO. 3085, STREET SWEEPING, REGARDING REVISIONS TO STREET SWEEPING SCHEDULE

**ORDINANCE NO. 2022-01**

**AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT, COUNTY OF ORANGE, STATE OF CALIFORNIA, AMENDING AND RE-ADOPTING POLICY NO. 3085, STREET SWEEPING, AS THE RULES AND REGULATIONS THAT GOVERN STREET SWEEPING WITH THE ROSSMOOR COMMUNITY SERVICES DISTRICT**

**WHEREAS**, Rossmoor Community Services District (“District”) is a district duly organized and existing under and pursuant to the Community Services District Law, sections 61000 *et seq.* of the California Government Code; and

**WHEREAS**, the District is empowered by California Government Code section 61060(b) to adopt, by ordinance, and enforce rules and regulations for the administration, operation and use of facilities and services listed in California Government Code Section 61100; and

**WHEREAS**, California Government Code section 61100(e) authorizes the District to acquire, construct, improve, maintain and operate recreation facilities such as parks; and

**WHEREAS**, California Government Code section 61064(a) provides that any violation of any rule, regulation or ordinance adopted by the District is punishable as a misdemeanor pursuant to California Penal Code Section 19; and

**WHEREAS**, on January 14, 2014 the District adopted Ordinance No. 14-01, which re-adopted Policy No. 3085 Street Sweeping, as the rules and regulations that govern requests for street sweeping within the District; and

**WHEREAS**, notwithstanding the provisions of California Government Code section 61064(a), it is the intent of the Board of Directors in adopting this ordinance that a violation of Policy No. 3085 shall be punishable as set forth in the applicable provisions of the California Vehicle Code and the Codified Ordinances of the County of Orange; and

**WHEREAS**, the District desires to amend Policy No. 3085, as set forth herein.

**NOW, THEREFORE, THE BOARD OF DIRECTORS OF ROSSMOOR COMMUNITY SERVICES DISTRICT ORDAINS AS FOLLOWS:**

**SECTION 1.** Adoption of Policy No. 3085 Street Sweeping.

The Board of Directors hereby amends, re-adopts, and incorporates by reference, the attached policy, Policy No. 3085 Street Sweeping, as the rules and regulations that govern street sweeping within the Rossmoor Community Services District.

**SECTION 2. Severability.**

If any section, subsection, subdivision, paragraph, sentence, clause, or phrase added by this Ordinance, or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The Board hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause, or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses, or phrases are declared unconstitutional, invalid, or ineffective.

**SECTION 3. Compliance with California Environmental Quality Act**

The Board finds that this Ordinance is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**SECTION 4. Effective Date.**

This Ordinance shall become effective thirty (30) days from its adoption.

**SECTION 5. Publication.**

The District Secretary shall certify to the adoption of this Ordinance and cause it and the incorporated exhibits, including the vote for and against the same, to be published once within fifteen (15) days of adoption in a newspaper of general circulation printed and published within the Rossmoor Community Services District in accordance with California Government Code Section 25124(a).

Adopted by the Rossmoor Community Services District Board of Directors this 8th day of February, 2022.

---

Jeffrey Rips, President  
Rossmoor Community Services District Board of Directors

Attested:

I hereby certify that the foregoing Ordinance is a true copy adopted by the Rossmoor Community Services District Board of Directors at their regular meeting held on February 8, 2022 and signed by Board Secretary, Joe Mendoza on February 8, 2022.

---

Rossmoor Community Services District

Policy

No. 3085

---

**STREET SWEEPING**

**3085.10 Policy:** The Rossmoor Community Services District (RCSD) has, within its current jurisdiction, the responsibility for providing street sweeping services to keep the streets clean and for soliciting the cooperation of Rossmoor homeowners/residents to achieve this goal. Street sweeping removes pollutants before they are washed by rain or excess sprinkler water to the local drainage channels, to the San Gabriel River channel, and then to the ocean. Also, sweeping reduces the amount of debris that can collect in the channels that could overflow in heavy rainstorms.

**3085.20 Responsibility:** RCSD has the responsibility for contracting with a reputable company to perform the street sweeping service within the Rossmoor community in a cost effective manner and to monitor the contractor's performance to assure that the service provided is effective and in accordance with the contract. RCSD also has the responsibility for informing, via the quarterly newsletter and other communications, all Rossmoor homeowners/residents of their responsibilities to assist in achieving the goal of keeping the streets clean and promoting the following provisions.

**3085.30 Vehicles:** No vehicles should be parked on the streets on sweeping days during the hours indicated on signs posted within the Rossmoor community. Rossmoor homeowners/residents should inform visitors at their residences to park in their driveway on street sweeping days. Current street sweeping no parking restrictions are posted for the first (1st) and third (3rd) Mondays on the odd-numbered side of the street and the first (1st) and third (3rd) Tuesdays on the even numbered side of the street, between the hours of 8:30 a.m. and 4:30 p.m. If the normal Monday or Tuesday designated for street sweeping is a holiday, street sweeping will occur on the following Wednesday.

**3085.31 Homeowners/residents or their contractors who need one or more trash bins to be used for the collection of wood, concrete, stucco, and other materials removed from residences undergoing remodeling shall obtain any required permits from the County of Orange to enable them to park the bin(s) on the street.**

**3085.32 Contractors who have trucks or large equipment trailers that cannot be parked in the driveway of the residence where they are working are exempted from being cited by parking enforcement officers. Also, contractors are responsible for removing all wood, concrete, stucco, dirt and other debris from the street when their work is completed.**

**3085.40 Trash Containers:** Trash barrels/cans/bags and piles of leaves or other debris should not be placed in the street on sweeping days during the hours indicated on the posted signs.

**3085.50 Violations:** Vehicles on the street during the posted hours on street sweeping days are subject to being cited for violation of the posted regulation by parking enforcement officers.

**3085.60 RCSD Monitoring:** RCSD staff shall obtain information from the street sweeping contractor and parking enforcement officers to monitor the effectiveness of this policy and shall take appropriate action to remind homeowners/residents of their responsibilities.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-1**

**Date:** February 8, 2022

**To:** Honorable Board of Directors

**From:** General Manager Joe Mendoza

**Subject:** ADOPTION OF FISCAL YEAR 2022-2023 BUDGET CALENDAR

**RECOMMENDATION**

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and adopt the Fiscal Year 2022-2023 Budget Calendar.

**INFORMATION**

Policy No. 3020 Budget Preparation, Adoption and Revision requires that the General Manager prepare a Budget Calendar for the upcoming fiscal year and present it to the RCSD Board of Directors for consideration. Attached is the proposed Fiscal Year 2022-2023 Budget Calendar for review. Please note that based on availability of the Budget and CIP Committee members, some dates may be adjusted. Otherwise, most other dates are dictated by policy.

**ATTACHMENTS**

1. Fiscal Year 2022-2023 Budget Calendar
2. Policy No. 3020 Budget Preparation, Adoption and Revision

## BUDGET CALENDAR FISCAL YEAR 2022-2023

February 8, 2022	Present FY 2022-2023 Budget Calendar to RCSD Board at Regular Meeting
February 22, 2022	CIP Committee Meeting
February 24, 2022	Budget Committee Meeting
March 8, 2022	Present FY 2021-2022 Amended Budget to RCSD Board at Regular Meeting
March 9, 2022	Staff Budget Meeting
March 23, 2022	Complete FY 2021-2022 Estimates to Close
March 23, 2022	Complete Preparation of FY 2022-2023 Preliminary Budget
April 7, 2022	Review FY 2022-2023 Preliminary Budget with CIP Committee
April 19, 2022	Review FY 2022-2023 Preliminary Budget with Budget Committee
May 10, 2022	Present FY 2022-2023 Preliminary Budget to RCSD Board at Regular Meeting
May 10, 2022	RCSD Board Adopts Appropriations Limit by Resolution at Regular Meeting
May 25, 2022	First Public Hearing Notice is Published in Local Newspaper
June 1, 2022	Second Public Hearing Notice is Published in Local Newspaper
June 14, 2022	Final FY 2022-2023 Budget is Submitted to RCSD Board for Adoption by Resolution at a Public Hearing at Regular Meeting
July 12, 2022	Adoption of Final FY 2022-2023 Budget



## Rossmoor Community Services District

**Policy**

**No. 3020**

---

### **BUDGET PREPARATION, ADOPTION AND REVISION**

---

**3020.10 Budget Calendar:** This policy shall serve as the budget calendar unless the Board modifies the dates herein. If so, the General Manager shall prepare and the Board shall adopt a budget calendar for the succeeding fiscal year at the March meeting of the Board.

**3020.20 Preliminary Budget:** A Preliminary Budget based on current year estimates to close and on forecasting of expected revenues and expenditures for the succeeding fiscal year shall be prepared by the General Manager by April 30. The Preliminary Budget shall conform to generally accepted accounting and budgeting procedures for special districts.

**3020.21 RCSD Five-Year Fiscal Plan:** Concurrently with the preparation of the Preliminary Budget, the General Manager shall update the Plan for review by the Budget Committee.

**3020.25 Public Works/CIP Committee:** The Public Works/Capital Improvement Projects (CIP) Committee is comprised of two Board members and the General Manager. The President of the Board appoints the members of the Committee

**3025.26 Capitol Project Budget:** Prior to the development of the Preliminary Budget, the Public Works/CIP Committee shall meet and make recommendations to the Board on recommended capital improvement projects for inclusion in the proposed Fund 40 budget portion of the Preliminary Budget. Capital improvement projects shall be those projects with an estimated cost of \$5,000 or over and have a five-year service life. Projects of a lesser amount or of less than a five-year service life will be included in the appropriate departmental budgets of Fund 10 of the Preliminary Budget.

**3020.30 Budget Committee:** The Budget Committee is comprised of two Board members and the General Manager. The President of the Board appoints members to the Committee.

**3020.31 Presentation of Preliminary Budget:** The Budget Committee shall review the Preliminary Budget prepared by the General Manager and make recommended changes. The General Manager shall present the amended Preliminary Budget to the Board at its meeting in May.

**3020.40 Preliminary Budget:** The proposed Preliminary Budget, as reviewed and amended by the Budget Committee, shall be reviewed and approved by the Board at its May meeting.

**3020.50 Appropriations Limit:** On or before July 1 of each year, the Board shall adopt a resolution establishing its appropriations limit pursuant to Section 61113 of the Government Code.

**3020.60 Public Hearing Notice:** On or before July 1 of each year, and at least two weeks before the hearing, a notice of public hearing shall be published in a newspaper of general circulation, which specifies the following:

**3020.61 Availability for Inspection:** The proposed Final Budget shall be available for inspection at a specified time in the District office.

**3020.62 Public Hearing:** The date, time and place of the meeting of the Board when the Board will meet to adopt the Final Budget and that any person may appear and be heard regarding any item in the budget or the addition of other items.

**3020.70 Second Public Notice:** The public notice must be published a second time at least two (2) weeks before the Final Budget hearing in at least one newspaper of general circulation in accordance with Section 61110(d) of the Government Code.

**3020.80 Final Budget Adoption:** The General Manager shall submit a Final Budget to the Board as soon as practicable, but no later than the meeting of the Board in August. The Final Budget shall be based on the latest financial data available or the audited numbers for the previous fiscal year, if available. At the August Board meeting or sooner, the Board will hold the public hearing on the Final Budget and upon completion of the public hearing will consider adoption of the Final Budget. On or before September 1 of each year, the Board must adopt a Final Budget that conforms to generally accepted accounting and budgeting procedures for special districts. Immediately thereafter, the Board shall adopt a Resolution stating the District Annual Budget Revenues and Expenses Totals by Fund.

**3020.90 County Auditor:** After Final Budget adoption and completion of the District's Financial Audit, the General Manager shall forward a copy of both documents to the County Auditor.

**3020.100 Budget Adjustment:** The Budget Committee shall review budget adjustments prepared by the General Manager prior to the February Board meeting. The General Manager shall present budget adjustment recommendations at the February meeting of the Board. The Board shall review current revenue and expenditure projections and make necessary adjustments to the current Budget, which are reflective of the District's current financial condition. The Board shall adjust the budget, if necessary, by adoption of a resolution amending the budget.

**3020.110 Budgetary Control:** Control of movement of funds is governed by Policy No. 3021 Budgetary Control.

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

Amended: February 14, 2017

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM I**

**Date:** February 08, 2022  
**To:** Honorable Board of Directors  
**From:** General Manager Joe Mendoza  
**Subject:** GENERAL MANAGER ITEMS

**RECOMMENDATION**

Receive and file.

**INFORMATION**

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

1. Youth Sports: In preparation for the upcoming Los Alamitos Girls Softball League (LAGSL) and the Friday Night Lights (FNL) flag football league, staff has been meeting with representatives to review game schedules, use of facilities, league dates, and fees. The opening day for LAGSL is Saturday, February 19. The RCSD Board is invited to attend. Details will be forthcoming.
2. Supervisor Do – District 1: The General Manager toured the RCSD District with Supervisor Do’s Field Representative Ofelia Garcia. Ms. Garcia was very impressed with the District and empathetic regarding the parking issue along the Montecito corridor, as well as the recent street sweeping schedule changes that have been made. She confirmed that Supervisor Do will be attending the March 8 RCSD Board meeting to meet and greet the Board and Rossmoor residents. We have also invited the Supervisor’s office to collaborate with the District on the upcoming Health and Wellness Fair, and to assist in providing funding and resources. A tentative target date for Fair is Saturday, May 21.
3. City of Seal Beach Draft Housing Element: On January 27, the District received a letter from the City of Seal Beach that a public hearing would be held on February 7, 2022 regarding the City’s draft Housing Element. The letter indicated that “the Housing Element is a critical part of our General Plan, and sets policies for the production of housing over the course of the planning cycle, which runs from October 2021 to October 2029.”

It should be noted that all cities are required to update their Housing Elements to comply with the Regional Housing Needs Assessment (RHNA). This is a requirement of State housing law and is a process that determines projected and existing housing needs for all jurisdictions (city or unincorporated county) in California. The process to determine each city’s RHNA allocation is conducted by the Southern California Association of Governments (SCAG) every eight years. Every jurisdiction must plan for its RHNA allocation in its housing element of its General Plan by ensuring there are enough sites and zoning to accommodate their RHNA allocation. Once updated,

housing elements are reviewed by the California Department of Housing and Community Development (HCD) and must be adopted by the jurisdiction.

The City of Seal Beach has prepared their draft Housing Element and made it available on their website. The City's General Plan Housing Element provides an overview and guides the development of their housing programs, emphasizing affordable and special needs housing, removal of governmental constraints to housing development, and equal access to housing. The General Manager monitored a recent Planning Commission meeting where the Housing Element was reviewed. One of the candidate sites identified for potential housing is The Shops at Rossmoor. This is a 27-acre site, with 19 acres devoted to surface parking. The draft housing element identifies 10 acres (of surface parking) that could accommodate housing. Several pages from the draft Housing Element that discuss The Shops at Rossmoor and other possible sites are attached to this report. Because this would have an impact on the RCSD, the General Manager submitted a letter outlining concerns the District would have with development of additional high density housing that could impact the District in many ways.

The General Manager will continue to monitor this matter and keep the RCSD Board updated as additional information is available.

4. Local Control!: The Local Control Ad Hoc Committee (Directors Rips and Nitikman, RHA representatives Marian Last and Gary Stewart, and the General Manager) will be meeting in March to review the rough draft survey being developed to measure residents' satisfaction with services in Rossmoor.
5. Library Services: RCSD, in collaboration with Orange County Public Libraries (OCPL), has scheduled mobile library visits as follows: Rush Park – February 8 and April 7 from 2 p.m. – 3 p.m.; Rossmoor Park – March 9 from 10 a.m. – noon, and May 10 from 2 p.m. – 3:30 p.m. This is an innovative way to encourage the community to utilize the library services available to them through OCPL, while enjoying the convenience of accessing these services at District facilities.

## **ATTACHMENTS**

1. City of Seal Beach letter dated January 24, 2022 regarding draft Housing Element
2. Pages from draft Housing Element – Land Inventory
3. Written Comment (email) on behalf of the RCSD for February 7, 2022 Public Hearing



## ATTACHMENT 1

January 24, 2022

Dear Participating Entity,

This letter is to inform you that the City Council of the City of Seal Beach will hold a public hearing on the draft Housing Element on February 7, 2022. The Housing Element is a critical part of our General Plan, and sets policies for the production of housing over the course of the planning cycle, which runs from October 2021 to October 2029. Once a draft Housing Element is adopted, the City of Seal Beach will move forward with a rezoning effort, and we hope you will participate in that process.

The draft Housing Element can be found at <https://www.sealbeachca.gov/Departments/Community-Development/Planning-Development/Housing-Element-Update>. Your comments are encouraged. Verbal comments will be received by the City Council at the public hearing on February 7<sup>th</sup>, which will be conducted virtually, due to the pandemic. Agendas and instructions for joining the virtual meeting will be available at <https://www.sealbeachca.gov/Departments/City-Clerk/Agendas-Notices-Meeting-Videos>. Written comments may be emailed to [gharper@sealbeachca.gov](mailto:gharper@sealbeachca.gov) or mailed to the City Clerk's Office, 811 Eighth Street, Seal Beach, CA 90740.

Please contact Alexa Smittle, Community Development Director, at [asmittle@sealbeachca.gov](mailto:asmittle@sealbeachca.gov) with any questions you may have.

Thank you for your participation in this process.

**RECEIVED**

**JAN 27 2022**

### Candidate Sites for Rezoning and Suitability of Nonvacant Sites

In addition to the overall analysis, discussion and methodology described above, this section provides additional clarification and methodology on how the estimated number of residential units were determined for each site factoring the existing uses. Out of the 11 sites listed in Table B-3, only two of the sites are vacant. The discussion below provides a brief explanation on the methodology for each of the nine sites that are currently developed with various uses. Figures B-1 through B-10 provide a brief description for each of the sites with an aerial map.

As discussed in Chapter IV – Constraints, infrastructure such as water, wastewater, drainage systems and dry utilities are in place, and there are no known limitations that would preclude the anticipated level of development at any candidate site. As part of future Land Use Element amendments and zoning changes to ensure availability of adequate sites (Program 1a) CEQA analysis will be conducted to analyze potential environmental impacts associated with any potential future infrastructure projects.

1. Accurate Storage: This site is currently zoned as residential high density (RHD-20). As described in Figure B-2, this site is proposed for rezoning to a higher density level, with a modified assumption that only 1.8 acres of the site will redevelop to housing, instead of the entire 4.4 acres. The site consists of both indoor storage, as well as outdoor storage of boats and RVs. The improvement value to land value is less than 1.0 (0.54), indicating a likelihood for redevelopment, with conversion of the outdoor storage being the most likely to intensify in value. The indoor storage could remain in place and not be an impediment to development.<sup>30</sup>

1-2. \_\_\_\_\_ The Shops at Rossmoor: This site consists of several retail uses including Marshalls, Kohl's and Burlington Clothing Store. Although site's ratio of improvement value to land value is less than 1.0 (0.85) meaning the site is economically underutilized and ripe for redevelopment, the vast expanse of surface parking area can accommodate housing development. The site is 27 acres in area. The surface parking area occupies approximately 70 percent of the site which amounts to 19 acres. By only utilizing 10 acres of the 19 acres devoted to surface parking, the existing development could remain in place and would not be an impediment.

2-3. \_\_\_\_\_ Old Ranch Town Center: This site is similar to The Shops at Rossmoor. It's developed with retail stores such as Target, Ralph's supermarket and several restaurants and smaller retail uses. This site is 26 acres, and half the land area, approximately 13 acres, is devoted to surface parking. Allocating 5 acres of the surface parking area can accommodate residential uses with shared parking while the majority, if not all existing retail uses can remain and not pose an impediment to residential development.

3-4. \_\_\_\_\_ Old Ranch Country Club: This site consists of two separate areas (see Fig B-3) with a total area of approximately 5 acres. The Old Ranch Country Club consists of a golf course along with banquet facility, restaurant, swimming pool and a driving range. The property owner is considering proposal of approximately 120 units within portion of the site currently developed with maintenance facilities, parking lot, and

<sup>30</sup> Text change made by staff for clarification purposes.

portions of the driving range. Existing golf course uses are expected to be modified to accommodate the development. Therefore, the existing use (golf course) will not impede housing development.

5. Leisure World: Leisure World is an active senior community located on a 533-acre site and developed with 6,608 residential units. An additional 150 units can be accommodated on approximately 5 acres at a density of 30 units to an acre within areas that are currently utilized for community shared amenities. New three-story buildings can accommodate parking on the ground level with units above. As only one percent of the site is proposed for redevelopment, and adequately sized common areas are present, the existing uses will not impede the anticipated amount of residential development.<sup>31</sup>

~~4. Leisure World: The Leisure World is an active senior community located on 533-acre site and developed with 6,608 residential units. Each building contains about 10 to 12 units. Parking is scattered throughout the site and contained within car port structures. Parking is also provided on street. The 150 units can be accommodated on approximately 5 acres at a density of 30 units to an acre within areas that are currently developed with simple carports. New two-story buildings can accommodate parking on the ground level with units above. Since only 1 percent of the site is anticipated to be redeveloped with the removal of some carports and the incorporation of the replacement parking within new development, the existing uses will not impede the anticipated amount of residential development.~~

5.6. Seal Beach Plaza: The 7-acre site is developed with retail and office uses. The improvement value to land value ratio is 0.72. This site can be redeveloped entirely or within a smaller portion (approximately 2.5 acres) as a mixed-use project. The existing retail uses can be incorporated within the redeveloped project which could consist of retail uses on the ground floor with residential above.

6.7. Sunset Aquatic Marina: The 4.8-acre site is currently uses as a shipyard (boat storage). A small structure serves as a maintenance facility for the shipyard. The improvement value to land value ratio is 0.30. The site is economically underutilized. Redevelopment of the site would consist of the removal of the stored boats and the removal of the maintenance building. Because existing structures will be removed, there will not be an impediment to residential development.

7.8. Naval Weapons Station: The 22-acre site is within the 5,256-acre Naval Weapons Station. The site is mostly vacant except for a concrete training pad and a 960 square foot prefabricated metal building used for classroom. The Navy has indicated that the training and classroom will relocate to another portion of the Station in order to facilitate development of the site. The Navy initiated the process to facilitate development of the site in 2020 by soliciting information from interested developers. A mixed-use development, including housing, is generally anticipated. The Navy expects development may commence in 2024. The anticipated commercial development of the 22-acre site can accommodate approximately

---

<sup>31</sup> [Text change approved by the Planning Commission on January 18, 2022.](#)

150 residential units in a vertical and/or horizontal mixed-use development. The improvement value to land value ratio is 0.0.

~~8-9.~~ Seal Beach Center: The 9-acre retail center consist of two anchor stores. One store is a standalone Pavilions supermarket, and the other is a CVS Pharmacy attached to a building that contains several smaller retail tenant spaces. The building containing the several smaller tenant spaces could be redeveloped. The existing retail uses can be easily accommodated within a mixed-use building with ground floor retail and residential units above. The improvement value to land value ratio is 0.72.

~~9-10.~~ Main Street Specific Plan Area: The Specific Plan area is the downtown area of Seal Beach characterized by "Main Street", the traditional commercial core of the city. The area provides for a pedestrian-oriented mix of offices and retail uses with a few residential units. Although the area could accommodate sizable number of residential units if the area is redeveloped, it's recognized that much of the area will not be redeveloped. However, there are several underutilized parcels and parcels with improvement value to land value ratio of 0.0. One subsite consists of a surface city owned parking lot. This parcel alone can accommodate approximately 9 units at 20 units to an acre. The remaining 31 units can be accommodated on the underutilized parcels include parcels developed with surface parking lots and on some parcels that can accommodate a unit or two towards the rear of the lot and/or above an existing single-story retail building. Many of the existing retail uses are single story. Out of the 77 parcels along Main Street and adjacent site streets, only 15 parcels are necessary to achieve the stated density. There are more than 15 underutilized parcels to accommodate the density. Therefore, existing uses will not be an impediment.

~~10-11.~~ 99 Marina: As stated previously, the site is vacant except for an abandoned outdoor handball court. The improvement value to land value ratio of 0.0. The existing abandoned handball court will not be an impediment to residential development.



**Figure B-3**  
**Shops at Rossmoor**



**Site Size:** 27 acres

**Info:** Mixed-use or redevelopment potential on 10 acres south of Rossmoor Way

**Zoning:** GC to MU or RHD-46

**Unit Potential:**  
400 units (40 du/ac)

**Joe Mendoza**

---

**From:** Joe Mendoza  
**Sent:** Tuesday, February 1, 2022 10:39 PM  
**To:** gharper@sealbeachca.gov  
**Cc:** Jill Ingram  
**Subject:** Public Comment: Public Hearing, February 7, 2022 re: draft Housing Element

**THE ROSSMOOR COMMUNITY SERVICES DISTRICT STRONGLY OPPOSES THE USE OF THE SHOPS AT ROSSMOOR FOR HIGH-DENSITY HOUSING.**

The Rossmoor Community Services District would like to express concerns with one of the sites identified in the City of Seal Beach draft Housing Element that is being reviewed at the February 7, 2022 City Council meeting. Specifically, The Shops at Rossmoor has been identified as a possible site because of the large amount of surface parking available on the 27-acre site. The Shops at Rossmoor are in close proximity to homes in Rossmoor. The residents along the Montecito corridor are already negatively impacted by the multi-family housing units in the City of Seal Beach that are adjacent to The Shops at Rossmoor and across the street from Rossmoor homes. The issues of traffic, density, and parking have been a long-standing problem that impacts Rossmoor residents, their quality of life, and home values. The Rossmoor Community Services District is very frustrated with the City of Seal Beach and ownership of The Shops at Rossmoor. There is a lack of empathy regarding the parking issues created by Seal Beach residents that overflow onto Rossmoor residential streets due to the lack of available parking in their buildings.

The draft Housing Element identifies the potential for 400 units on 10 acres at The Shops at Rossmoor. On behalf of the Rossmoor Community Services District Board of Directors and residents, **WE STRONGLY OPPOSE THE USE OF THIS SITE FOR HIGH-DENSITY HOUSING.**

Sincerely,

Joe R. Mendoza  
General Manager