



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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, November 10, 2020**

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**A. ORGANIZATION:**

**1. CALL TO ORDER: 7:01 P.M.**

**2. ROLL CALL:** Directors Barke, Casey, DeMarco, Nitikman  
President Maynard

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

**4. PRESENTATIONS:**

**a. PROCLAMATION OF APPRECIATION TO OUTGOING BOARD MEMBER  
PRESENTED BY ORANGE COUNTY DISTRICT DIRECTOR TIM WHITACRE,  
OFFICE OF VICE CHAIRWOMAN MICHELLE STEEL, SUPERVISOR,  
SECOND DISTRICT**

Orange County District Director presented a Proclamation of Appreciation to Director Ron Casey and praised him for his service and dedication to the District. The presentation was received and filed.

**b. PROCLAMATION OF APPRECIATION TO OUTGOING BOARD MEMBER  
PRESENTED BY PRESIDENT MICHAEL MAYNARD**

President Maynard presented a Proclamation of Appreciation to outgoing Director Ron Casey. He expressed appreciation and admiration for Director Casey's dedication over the years. The presentation was received and filed.

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

Lieutenant Knutson reported on the crime statistics for the quarter. He encouraged residents to utilize theft deterrents such as motion lights and cameras, refrain from keeping valuable items in their vehicles and to keep their vehicles locked. The presentation was received and filed.

**d. ORANGE COUNTY FIRE AUTHORITY PRESENTATION RE: HOLIDAY FIRE  
SAFETY**

Elizabeth Denney, Community Relations Officer with the Orange County Fire Authority gave an informative presentation on holiday fire safety which encompassed cooking, live Christmas tree care and more. The presentation was received and filed.

**B. ADDITIONS TO AGENDA:** None

**C. PUBLIC FORUM:**

Resident Rob Poitzinger opined relative to speeding on Tigertail Road. He expressed frustration with County bureaucracy and reiterated his eagerness to schedule a Traffic Committee Meeting.

**AT 8:10 P.M. THE BOARD RECESSED THE REGULAR MEETING AND OPENED THE SPECIAL MEETING TO DISCUSS THE DESIGNATION OF A HEARING OFFICER TO CONDUCT ADMINISTRATIVE HEARINGS PURSUANT TO POLICY NO. 3098, ADMINISTRATIVE CITATIONS; PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL RANESES TO ACT AS HEARING OFFICER**

**AT 8:25 P.M. THE BOARD ADJOURNED THE SPECIAL MEETING AND RESUMED THE REGULAR BOARD MEETING**

**D. REPORTS TO THE BOARD:**

**1. QUARTERLY ADMINISTRATIVE ASSISTANT REPORT**

Reported to the Board regarding Administrative accomplishments over the quarter including the District Newsletter, election information and future surveys. The report was received and filed.

**E. CONSENT CALENDAR:**

**1a. MINUTES OF THE REGULAR BOARD MEETING—October 13, 2020**

Motion by Director Casey, seconded by Director DeMarco to approve Item E-1a Minutes of the Regular Board Meeting of October 13, 2020 as submitted. Motion passed 4-0-1, with Director Nitikman abstaining as he was not present at the October 13, 2020 board meeting.

**2. REVENUE AND EXPENDITURE REPORT—September 2020**

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

Motion by Director Nitikman, seconded by Director Casey to approve Items E-2 and E-3 on the Consent Calendar as submitted. Motion passed 5-0.

**F. PUBLIC HEARING:** None

**G. RESOLUTIONS:** None

**ORDINANCES:** None

**H. REGULAR CALENDAR:**

**1. ADOPTION BY ONE READING OF POLICY NO. 2021, EMPLOYEE VACATION BUY-BACK AND APPROVAL OF VACATION BUY-BACK FOR DECEMBER 2020**

Discussion ensued. Motion by Director DeMarco, seconded by Director Casey to adopt proposed Policy No. 2021, Employee Vacation Buy-Back by one reading. Motion passed 5-0.

Motion by Director Casey, seconded by Director DeMarco to approve the overall Employee Vacation Buy-Back request in the amount of \$5,011 for three employees. Motion passed 5-0.

**2. OPTIONS RELATED TO THE PUBLIC IMPROVEMENTS FINANCING CORPORATION**

Discussion ensued relative to the value of keeping the Public Improvements Financing Corporation (PIFC) intact and costs associated with reinstating the PIFC should the Board choose to dissolve the corporation. It was the consensus of the Board to keep the PIFC intact and continue to meet bi-annually, rather than annually.

**3. DISCUSSION WITH GENERAL MANAGER RE: ROSSMOOR HOMEOWNERS ASSOCIATION (RHA) REQUEST FOR STORAGE SPACE**

Discussion ensued relative to the scope and proposed location for the Rossmoor Homeowners Association request for storage space. It was the consensus of the Board to table the item until RHA submitted a detailed plan to the Parks and Facilities Committee and the committee had thoroughly vetted the request and developed a complete proposal to be brought back to the Board for a decision.

**I. GENERAL COUNSEL ITEMS:** None

**J. GENERAL MANAGER ITEMS:**

General Manager Joe Mendoza reported on the status of CR&R Refuse Services regarding contract performance issues. He discussed R.F. Dickson Street Sweeping Company being short-staffed due to COVID-19, which had impacted service this past month. He would be scheduling meetings to discuss these contract issues with the County of Orange and the vendors. The General Manager announced the upcoming Rossmoor Tree Lighting Ceremony and Caroling Caravan Event on Friday, December 4, 2020 at 6:30 p.m. at Rush Park, organized in collaboration with the Rossmoor Homeowners Association. He updated the Board of Directors on the latest COVID-19 re-opening stages. The report was received and filed.

**K. BOARD MEMBER ITEMS:**

Director Barke thanked the Rossmoor community for having the confidence to elect him to office. He thanked President Michael Maynard for his leadership and expertise over the years and stated that he would be missed. He thanked Ron Casey for his service and dedication to Rossmoor. He remarked that the Halloween Drive-In Movie had been a great success and he hoped to make the event a part of the District's recreation program. In conclusion he thanked all veterans for their service and wished everyone a Happy Thanksgiving.

Director Casey thanked OCSD Lieutenant Knutson for presenting his quarterly crime report. He echoed Director Barke's sentiments regarding President Michael Maynard's leadership and stated that it had been an extreme pleasure to serve on the Board. He was grateful to have worked with so many great elected officials, General Counsel, RCSD General Managers and District staff members over the years.

Director DeMarco thanked Director Casey for his many years of dedicated service and numerous accomplishments. He expressed his gratitude towards President Maynard for his leadership and friendship throughout the years. Director DeMarco also praised the Halloween Drive-In Movie event and agreed it should become a part of the recreation program. Finally, he reminded everyone to attend the upcoming Traffic Committee Meeting as many important topics would be discussed. Director Nitikman stated that although the election had not been officially certified, he wished to congratulate the District's new members of the Board. He added that the RCSD Board is very active and President Maynard has done a lot and will be missed. He thanked Ron Casey for his service and wished everyone a Happy Veterans Day.

President Maynard thanked his fellow Board Members for their kind words and added that they would be still be seeing him at the December Board Meeting and a couple of committee meetings. He praised Ron Casey and added that it had been a pleasure to work with over the many years they served on the Board together.

**L. CLOSED SESSION:**

1. CONFERENCE WITH LEGAL COUNSEL

Consideration of the employment and evaluation of a public employee. Government Code Section 54957(b)(1).

**M. ADJOURNMENT:**

Motion by Director Casey seconded by Director DeMarco, to adjourn the regular meeting at 10:38 p.m.  
Motion passed 5-0.

**SUBMITTED BY:**

**Joe Mendoza**  
**General Manager**