



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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, April 12, 2016**

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**A. ORGANIZATION**

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

**2. ROLL CALL:** Directors Burgess, Casey, Kahlert, Maynard  
President DeMarco

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS—None**

**B. ADDITIONS TO AGENDA--None**

**C. PUBLIC FORUM:**

Bev Houghton provided the Board and community with an update on the Rossmoor Community Festival on Sunday, May 1, 2016 from 10 a.m. to 4 p.m., ending one hour earlier this year. She announced that the annual event, cosponsored by RHA and RCSD was going to be great fun for all with 75 vendors, a variety of food trucks and food choices, a car show, a dog parade, live performances, music and entertainment. All-Day wristbands would be sold for just \$20. She concluded by saying that they were still in need of volunteers and encouraged adults, students and high school students in need of service hours to sign up as a volunteer.

Mark Nitikman announced that the Kempton Mini-Park Demonstration Project Kickoff Planting Event would take place on Sunday, May 7, 2016 at 10 a.m. Community members were welcome to bring a trowel and volunteer their time to help plant the garden. An email announcement would be forthcoming soon. He also stated that Supervisor Michelle Steel was providing Rossmoor with a lot of community support relative to a traffic study.

Resident Erwin Anisman requested that the District consider offering yoga classes.

**D. REPORTS TO THE BOARD:**

**1. REPORT OF THE SHOPS AT ROSSMOOR AD HOC COMMITTEE.**

Director Ron Casey reported to the Board relative to his April 4, 2016 meeting with City of Seal Beach officials to discuss the proposed construction of an LA Fitness Center behind the Sprouts Farmers Market at the Shops at Rossmoor in Seal Beach. He expressed his concerns on behalf of Rossmoor to Seal Beach officials regarding the increase of traffic and parking congestion and its impact on the Rossmoor community. Director Casey stated that the developer was doing the traffic study rather than the City of Seal Beach—a fact which greatly concerned him. An estimated 700 to 800 visitors per day were projected for the new LA Fitness Center in addition to the existing traffic which already plagued the center, along with an estimated loss of 40 to 50 parking spaces—however, Director Casey opined that it would be closer to 150 parking spaces. Director Casey stated that the District must remain vigilant and vocal in order to have any hope of influencing the outcome. Discussion ensued relative to possible recourse for communities impacted by the project. General Counsel Tarquin Preziosi added that the project only required certain variances and conditional use permits. Ultimate construction would be decided by the Seal Beach Planning Commission and would never go before the City Council unless the developer failed to meet all of the requirements and answer all of the questions. He added that there is also an appeals process with a 10 to 15 day window to file an appeal with the City Clerk. He concluded that he would research the code and specific procedure. The report was received and filed.

**E. CONSENT CALENDAR:**

**1a. MINUTES REGULAR BOARD MEETING—March 8, 2016**

**1b. MINUTES SPECIAL BOARD MEETING—March 29, 2016**

Item E-1b was voted on separately

**2. REVENUE AND EXPENDITURE REPORT—February 2016**

Motion by Director Maynard, seconded by Director Casey to approve the Item E-1a and E-2 on the Consent Calendar as submitted. Motion passed 5-0.

Motion by Director Burgess, seconded by Director Casey to approve Item E-1b on the Consent Calendar as submitted. Motion passed 3-0. President DeMarco and Director Maynard abstained as they did not attend the Special Meeting of March 29, 2016

**F. PUBLIC HEARING: None**

**G. RESOLUTIONS: None**

**ORDINANCES: None**

**H. REGULAR CALENDAR:**

**1. FIRST READING OF AMENDMENTS TO POLICY NO. 3050 PURCHASING**

Recommendation to give first reading to proposed amendments to Policy No. 3050 Purchasing adding additional requirements for the District's bidding and contracting process.

Discussion ensued. Motion by Director Maynard, seconded by Director Casey to give first reading to proposed amendments to Policy No. 3050 Purchasing and bring the policy back for second reading and possible approval at the May 10, 2016 regular board meeting. Motion passed 5-0.

## **2. FIRST READING OF AMENDMENTS TO POLICY NO. 3020 BUDGET PREPARATION, ADOPTION AND REVISION**

Recommendation to give first reading to amendment of Policy No. 3020 Budget Preparation, Adoption and Revision.

Discussion ensued relative to the rationale behind the amendment. The General Manager stated that the modification would provide more flexibility in terms of synchronizing the budget calendar and would also help improve staff efficiency in the budget preparation process. Motion by Director Maynard, seconded by Director Casey to give first reading to amendment of Policy No. 3020 Budget Preparation, Adoption and Revision and bring the policy back for second reading and possible approval at the May 10, 2016 regular board meeting. Motion passed 5-0.

### **I. GENERAL MANAGER ITEMS:**

The General Manager announced that he would be setting up a meeting with Jeremy Tran, the new Field Representative with Orange County Supervisor Michelle Steel's Office. Mr. Tran was replacing former representative Tim Whitacre. He reported that architectural consultant Cheryl Williamsen was on track with obtaining specifications for the remaining capital projects. Cheryl had contacted three qualified bidders for the Rossmoor Park cabinet replacement project and had several prospective vendors for the Rush Park Tot Lot Canopy Replacement. General Manager Ruth stated that he had set a completion goal of June 30<sup>th</sup> for both projects. He reminded the public to attend the May 1<sup>st</sup> Rossmoor Community Festival. He announced that the merger of District Landscaping Contractor Valleycrest and east coast landscaping giant, Brickman was now complete. The new landscaping company would be known as Brightview. There would be no changes to the existing contract, other than the name. He concluded with the status of the Kempton Mini-Park Demonstration Project, stating that Valleycrest had removed all of the shrubs, a couple of garden benches had been donated and Eagle Scout Owen Pierce's fundraising was underway. The project was steadily moving forward and everyone was excited to see its successful completion. The report was received and filed.

### **J. BOARD MEMBER ITEMS:**

Director Burgess requested that an item relative to post contract procedures, follow up and due diligence be placed on a future agenda for the board's consideration. General Counsel Tarquin Preziosi responded that contract law requires the payment of prevailing wages.

Director Casey thanked HTGroup for the presentation on the Five-Year Fiscal Plan and Specific Recommendations. He encouraged residents to stay informed and vigilant regarding the proposed construction of an LA Fitness Center at the Shops at Rossmoor Shopping Center. He encouraged everyone to attend the Rossmoor Community Festival on Sunday, May 1, 2016.

Director Maynard commended HTGroup for work on the Five-Year Fiscal Plan. He echoed Director Casey's sentiments and his concerns surrounding the Shops at Rossmoor LA Fitness Center Project. He concluded that as part of the Shops at Rossmoor Ad Hoc Committee he was committed to staying on top of the issue on behalf of the community.

President DeMarco remarked that he saw a coyote on Bostonian Drive in Rossmoor recently. He reminded residents that it was spring and also the rainy season, which meant the coyote gates would be raised and the community may see an increase in sightings as a result. He reminded residents to keep pets safe and indoors between the hours of dusk and dawn. President DeMarco encouraged residents to visit the District website for details on upcoming Movies, Concerts and Shakespeare in the Park. He thanked HTGroup and staff for the Five-Year Fiscal Plan Presentation and Report. He complimented Eagle Scout Owen Pearce for his excellent flyer and fundraising efforts for the benefit of the Kempton Mini-Park redesign. He suggested everyone attend Owen's Spaghetti Dinner Fundraiser on Saturday, April 23, 2016 from Noon to 8:00 p.m. and support a good cause.

**K. CLOSED SESSION—None**

**L. ADJOURNMENT:**

Motion by Director Maynard, seconded by Director Casey to adjourn the regular meeting at 8:00 p.m. Motion passed 5-0.

**SUBMITTED BY:**

**James D. Ruth**

**General Manager**