



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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, May 14, 2013**

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**A. ORGANIZATION**

- 1. CALL TO ORDER: 7:02 P.M.**
- 2. ROLL CALL: Directors Coletta, Casey, Kahlert, Rips,  
President Maynard**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS:**

**a. President Michael Maynard-Presentation of Proclamations**

President Michael Maynard stated that it was Law Enforcement Appreciation Week and a fitting time to give thanks to all of the men and women who put their lives on the line each day for our safety. He thanked the Orange County Sheriff's Department for their speed and diligence in discovering the perpetrator of last fall's stabbing of a female jogger in Rossmoor. In recognition of their exceptional service he presented Orange County Investigators Joseph Ferrante, Kenneth Olszewski, Lavinia Vega, and Margie Sheehan with an award. Applause ensued.

**b. Lt. Rob Gunzel-Orange County Sheriff's Department Re: Quarterly Crime Statistics**

Orange County Sheriff's Lieutenant Robert Gunzel discussed the Quarterly Crime Statistics for the first quarter of 2013. Discussion ensued relative to daytime burglaries, stolen jewelry. Lt. Gunzel clarified recent reports of a man attempting to lure local elementary students into a silver van. He discussed communications and the reasoning behind the proactive measures taken by Superintendent Sherry Kropp and the O.C. Sheriff's Department. He also announced that a Vacation Home Check link was now available on the RCSD website for residents to utilize. This free service provides residence patrol checks and aids in burglary prevention. He added that the vacation check requests are more efficient because they go directly to him. He concluded by reminding residents to keep their homes and vehicles locked at all times in order to prevent burglaries.

**B. ADDITIONS TO AGENDA—None**

## **C. PUBLIC FORUM**

LAGSL President-Elect Mike Wilson and LAGSL Community Liaison-Elect Don Smith announced that they would be replacing John Giacomini and Chad Stewart respectively. The gentlemen introduced themselves to the Board and the community, briefly discussed their roles and stated that they looked forward to working with the District and the community.

## **D. REPORTS TO THE BOARD**

### **1. CIP/PW COMMITTEE REPORT RE: FY 2012-2013 PROJECT LIST AND RECOMMENDATIONS FOR FY 2013-2014 PROJECT LIST**

Recommendation to receive the report of the CIP/Public Works Committee recommending revised FY 2012-2014 Project Lists and Proposed Budgets for inclusion with the FY 2013-2014 Preliminary Budget.

Discussion ensued relative to the project list. Director Kahlert had questions relative to how the figure of \$150K was arrived at for the Rush Park Tot Lot Rehabilitation Project. Tot Lot Project Consultant J.C. Bousch provided a detailed explanation. He added that in order to maintain reasonable surfacing costs, a portion of the playground could be left as sand and resurfaced at a later date. Director Casey had questions relative to Rossmoor Park ADA Compliance. J.C. Bousch stated that the playground was currently in compliance. Motion by Director Kahlert, seconded by Director Casey to approve the FY 2012-2013 Project List and recommendations for the FY 2013-2014 Project List as submitted. Motion passed 5-0.

### **2. BUDGET COMMITTEE REPORT RE: FY 2013-2014 PRELIMINARY BUDGET AND ANNUAL SALARY PLAN**

Recommendation to adopt the Preliminary Budget and that the Board receive FY 2013-2014 Preliminary Budget and Annual Salary Plan and direct the General Manager to bring these documents back at the June 11, 2013 Meeting, with any revisions for further review and input from the community.

Motion by Director Rips, seconded by Director Coletta to receive the FY 2013-2014 Preliminary Budget and Annual Salary Plan; Bring the FY 2013-2014 Preliminary Budget back to the board for further review and input from the community at the June 11, 2013 regular Board meeting; Direct the General Manager to publish a Notice of Public Hearing in the local newspaper. Motion passed 5-0.

## **E. CONSENT CALENDAR**

### **1a. MINUTES-REGULAR BOARD MEETING OF APRIL 9, 2013**

### **2. MARCH 2013 REVENUE AND EXPENDITURE REPORT**

### **3. QUARTERLY STATUS REPORT**

#### **4. QUARTERLY RECREATION REPORT**

#### **5. QUARTERLY TREE REPORT**

The Consent Calendar was unanimously approved as submitted, 5-0.

#### **F. PUBLIC HEARING—None**

#### **G. RESOLUTIONS—None**

#### **H. REGULAR CALENDAR**

##### **1. EXECUTE AGREEMENT WITH MUSCO LIGHTING—ROSSMOOR PARK REMOTE LIGHTING SYSTEM**

Recommendation to authorize the General Manager to enter into an agreement with Musco Lighting to upgrade Rossmoor Park's remote lighting system in the amount of \$9,276.00.

Brief discussion ensued. Motion by Director Rips, seconded by Director Casey to authorize the General Manager to enter into an agreement with Musco Lighting to upgrade Rossmoor Park's remote lighting system in the amount of \$9,276.00. Motion passed 5-0.

##### **2. EXECUTE AGREEMENT WITH MARINA SECURITY GATE AND IRONWORKS TO INSTALL NEW MONTECITO CENTER SECURITY GATE**

Recommendation to authorize the General Manager to enter into an agreement with Marina Security Gate & Iron Works for installation of a new wrought iron security gate for \$8,150.

Discussion ensued relative to the pros and cons of powder coating the gate. President Maynard asked to hear from the committee members. Director Rips elaborated on his viewpoint to not powder coat the gate as it would pose an additional expense and would have to be removed for recoating at some point leaving the facility unsecured. Director Coletta provided the reasoning behind his support of the powder coating option stating it was an excellent foundation that would extend the life of the gate but it was not imperative. Both committee members agreed that a new gate was needed.

Motion by Director Coletta, seconded by Director Kahlert to order a new powder-coated gate for the Montecito Center. Chris Montana stated that Marina Security Gate and Ironworks had advised her after the agenda had already gone out that they would not be able to powder coat the gate due to its size. She stated that if the Board wanted the powder coating, she would have to recommend another vendor. Motion failed 3-2 with Director Rips, Director Casey and President Maynard voting No.

Motion by Director Rips, seconded by Director Casey to enter into an agreement with Marina Security Gate & Iron Works for installation of a new wrought iron security gate without powder

coating for \$8,150. Motion passed 3-1-1, with Director Kahlert voting No and Director Coletta Abstaining.

### **3. EXECUTE AGREEMENT WITH SOUTH BAY HEATING AND AIR CONDITIONING FOR REPLACEMENT OF VARIOUS COMPONENTS OF THE AUDITORIUM'S HVAC SYSTEM**

Recommendation to authorize the General Manager to enter into an agreement with South Bay Heating and Air Conditioning, Inc. for replacement of several components of the Auditorium's HVAC system. The CIP Committee has reviewed this project and is recommending that the Board authorize the General Manager to proceed with the project at a cost of \$24,400 during the current fiscal year.

Discussion ensued relative to the deterioration of the auditorium's heating and air conditioning system. Chris Montana requested that Henry Taboada address the item as he possessed more knowledge and history about the AC system. Henry Taboada stated that the system was in a declining state and replacement was long overdue. He added that there had been continuous problems over the seven years he had been with the District with continuous failures of the peripheral and roof top units, failures of compressor units, frequent carbon dioxide leaks, and even stolen units. During this period, the District had replaced the 15 ton unit on the roof with this same vendor at a very cost effective price. Henry Taboada stated that the current heating and air system had outlived its service life and now was the appropriate time to bring the entire system up to standard. He concluded that it was his recommendation to enter into an agreement with South Bay Heating and Air Conditioning, Inc. as they were able to negotiate excellent rates under the threshold for prevailing wage and competitive bidding. Motion by Director Rips, seconded by Director Coletta to authorize the General Manager to enter into an agreement with South Bay Heating and Air Conditioning, Inc. for replacement of several components of the Auditorium's HVAC system at a cost of \$24,400. Motion passed 5-0.

### **4. FIRST READING OF POLICY NO. 3097 EMAIL AND ELECTRONIC COMMUNICATIONS RETENTION**

Recommendation to give first reading to draft RCSD Policy No.3097 E-Mail and Electronic Communication Retention.

Discussion ensued. Chris Montana stated that the IT Manager liked the draft policy so well that he asked to use the document as a template for other organizations. Motion by Director Rips, seconded by Director Kahlert to give first reading to draft RCSD Policy No.3097 E-Mail and Electronic Communication Retention and bring the policy back for a second reading at the next regular board meeting. Motion passed 5-0.

### **5. CITIZEN REQUEST—VAN ZEITZ, RALPH VARTABEDIAN RE: MODIFICATION OF BOARD POLICY/REGULATIONS FOR USE OF ROSSMOOR AND RUSH PARKS FOR ORGANIZED GIRLS SOFTBALL (LAGSL)**

Recommendation to table the discussion for a future Board meeting. The General Manager stated that the item had not been submitted in time for the agenda deadline. She recited the board's agenda policy and asked to be given more time to prepare.

Discussion ensued relative to parking issues, field use, rainy day game make up day scheduling and general field scheduling alternatives. Ralph Vartabedian, Michele Fieldson and LAGSL Representatives provided varying viewpoints on the issue.

President Maynard agreed that the item required more preparation. Motion by President Maynard, seconded by Director Casey to table the item until the next regular board meeting. Due to the topic's complexity, Chris Montana suggested having an MOU committee meeting prior to the next board meeting. Ralph Vartabedian agreed. Motion passed 5-0.

**I. GENERAL MANAGER ITEMS**

Chris Montana reported on the overwhelming success of this year's Rossmoor Community Festival. She stated that there were more vendors than ever and she thoroughly enjoyed herself. She also announced that staff would be scheduling a Special Workshop in order to train the Board and Staff on use of the iPad prior to going live at the next regular board meeting.

**J. BOARD MEMBER ITEMS:**

President Maynard had comments relative to various exercise boot camps doing business on District Property without a permit. He stated that it was unfair to those instructors, such as Fernando Molina, who do pay their permitting fees. He asked that the matter be researched and enforcement options vetted with the OC Sheriff's Department.

Director Casey complimented staff on the Rossmoor Community Festival and the use of the iPad to gather contact data. He had particular praise for Mary Kingman's educational tree identification scavenger hunt activity for the children. He stated that it was very imaginative and that he would like to see the activity added as a regular feature of the District's Festival Booth.

Director Kahlert had announcements relative to Los Alamitos High School Grad Night and the upcoming Sugar Beet Festival debuting in Los Alamitos. He stated that the event highlighted the history of Rossmoor, Los Alamitos and nearby communities and was founded by Larry Strawther.

**K. CLOSED SESSION—None**

**L. ADJOURNMENT**

Motion by Director Casey, seconded by Director Rips to adjourn the regular meeting at 8:48 p.m. Motion passed 5-0.

**SUBMITTED BY:**

**Chris Montana  
General Manager**