



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 10, 2015

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE

PRESIDENT KAHLERT MOVED ITEM H-2, D-1, AND G-1 AHEAD IN THE AGENDA AT THIS TIME

H-2 AMERICAN CANCER SOCIETY EVENT RUN FOR LIFE EVENT

The General Manager stated The American Cancer Society is requesting the use of Rush Park for a special event on June 18, 2016. Board approval for this event is required by Board Policy No. 6010.10 because the hours of the event (7:00 am to 10:00 pm) exceed the eight-hour limit for an outdoor event. He opined that it was a great event and a credit to Rossmoor. Staff has reviewed the User Permit application and finds that there are no activities which would pose a significant impact to the community. Staff recommended approving the special event as proposed.

Discussion ensued relative to the scope of the event. Motion by Director Maynard, seconded by Director DeMarco to accept the staff's recommendation to approve the American Cancer Society Run For Life Event at Rush Park. Motion passed 5-0.

D-1 DISCUSSION AND POSSIBLE ACTION RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL.

Recommendation to approve or disapprove the dispensing of alcohol (beer and wine) at the Rossmoor Winter Festival.

The General Manager reported that at the special meeting of October 26, 2015, the Board approved the Rossmoor Winter Festival and associated activities, one of which was a beer and wine garden

to be organized and sponsored by the Seal Beach Lions Club, a local non-profit group. Agenda Item G-1 is a resolution required for dispensing of alcohol on District property.

The Seal Beach Lions Club will also be required to obtain approvals from the ABC and the O.C. Sheriff, but their request will not be reviewed without prior property (*District*) approval. Brief discussion ensued. President Kahlert stated that the Seal Beach Lions Club has extensive experience in managing these types of events. Director Casey requested assurance that the alcohol consumption would be contained within the boundary limits of the beer garden. Director DeMarco had questions relative to whether the fencing would be similar to those in the photos contained in the staff report. The General Manager stated that the area would be fenced off and security would be vigilant. The report was received and filed.

G-1 RESOLUTION NO. 11-10-15-01 RE: BOARD APPROVAL FOR THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL

Approve Resolution No.11-10-15-01 Authorizing the Dispensing of Alcohol (Beer & Wine) at the Rossmoor Winter Festival by reading the title only and waiving further reading as follows:.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE DISPENSING OF ALCOHOL (BEER AND WINE) AT THE DECEMBER 11, 2015 ROSSMOOR WINTER FESTIVAL

Motion by Director Casey, seconded by Director Maynard to approve Resolution No. 15-11-10-01 Authorizing the Dispensing of Alcohol (Beer & Wine) at the Rossmoor Winter Festival. Motion passed 5-0.

4. PRESENTATIONS:

a. Orange County Sheriffs Department, Lt. Rob Gunzel Re: Quarterly Crime Statistics

Lt. Rob Gunzel reported the third quarter crime trends and statistics to the Board. He shared his observations and prevention tips relative to crimes of opportunity including vehicle and residential burglaries. There were several vehicle grand thefts of tailgates and SUV third row seats being stolen from trucks parked in driveways. He discussed the increasing problem of vacant houses being burglarized for large appliances. Realtors seemed to be aware that individuals were casing the homes during open houses. He encouraged residents to utilize the vacation check link on the District website to notify the Sheriffs Department when traveling out of town. Discussion ensued relative to recruiting local realtors to participate in the vacation check as well. Lt. Gunzel stated that many real estate agents were unwilling to draw attention to community crime as it could potentially have a negative effect on home sales. The report was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Brad Hakala and Melissa Roudabush opined relative to sewer odors. Mr. Hakala stated that he appreciated General Manager Ruth's quick action in contacting the Orange County Sanitation District, who responded with a visit to the site, despite the fact that the odor was outside of their jurisdiction. The OCS D informed the resident that the sewer smell originated from the Long Beach Water Reclamation Plant and they needed to follow up with that agency. Each expressed concerns related to the ongoing foul odors which often prevented them from enjoying their homes. They opined relative to possible health hazard risks and decreased property values.

President Kahlert thanked the residents for bringing the matter to their attention. He encouraged them to follow up with the General Manager.

D. REPORTS TO THE BOARD

2. DISCUSSION AND POSSIBLE ACTION RE: POSSIBLE EARLY RETIREMENT OF THE RUSH PARK WALL BOND

Recommendation to discuss and approve or disapprove the option of using Fund 30 Rossmoor Wall reserve fund for early retirement of debt.

The General Manager reported as discussed at the October 13 Board meeting, if the COP's are retired normally in 2017, there would be a remaining reserve balance of \$162,624 for future maintenance and repairs to the wall not covered by insurance. However, if the COP's are retired one year early it will save each Rossmoor homeowner \$24.00 per parcel but the reserved balance for repairs and maintenance will be reduced to a reserve balance of \$78,297. Any amount needed above one or the other amount would have to be allocated from the District operating budget or Fund 10 reserves.

Discussion ensued relative to the pros and cons of retiring the debt early, meeting the December 2, 2015 payment deadline, interest rates on the outstanding debt, savings to each taxpayer and public notification. Mark Nitikman stated that the Rossmoor Homeowners Association Board voted unanimously in favor of early retirement of the bond debt.

Motion and oral resolution by Director Maynard, seconded by Director DeMarco to take all necessary actions to retire the bond debt a year early and direct General Counsel to draft a written resolution to be placed on the December 2015 agenda as a consent calendar item for the Board's approval. Motion passed 4-1, with President Kahlert voting No.

E. CONSENT CALENDAR

Discussion ensued. Although the quarterly reports had previously been consolidated into the Quarterly status report at the request of the board and then separated again as per a subsequent request, the Board suggested relocating the quarterly reports to a place on the agenda other than the consent calendar in order to provide more opportunity for discussion.

Director Maynard requested that Items E-3 Quarterly Status Report and E-4 Quarterly Recreation Report be pulled from the agenda for discussion.

Director DeMarco requested that E-5 Quarterly Tree Report be pulled from the agenda for discussion.

General Counsel stated that it was mandatory that Director Burgess abstain from voting on Item E-1b. Special Meeting Minutes as he was not present at that meeting.

Motion by Director DeMarco, seconded by Director Casey to approve Consent Calendar Items E-1a. Regular Meeting Minutes of October 13, 2015, Item E-2 Revenue and Expenditure Report and Item E-6 Long Term Use Renewals as submitted. Director Burgess requested that Item E-2 Revenue and Expenditure Report be pulled from the agenda at this time.

Amended Motion by Director DeMarco, seconded by Director Maynard to approve Consent Calendar Items E-1a. Regular Meeting Minutes of October 13, 2015 and Item E-6 Long Term Use Renewals as submitted. Motion passed 5-0.

Motion by Director Maynard, seconded by Director DeMarco to approve Items E-1b. Special Meeting Minutes of October 26, 2015. Motion passed 4-0. Director Burgess mandatorily abstained.

1a. MINUTES REGULAR BOARD MEETING—October 13, 2015

1b. MINUTES SPECIAL BOARD MEETING—October 26, 2015

2. REVENUE AND EXPENDITURE REPORT—August 2015

Director Burgess remarked that he was happy that the District was staying on budget. He commented relative to the lack of water data for Rush and Rossmoor Park and added that he assumed that data would be included in a subsequent report. He also commented relative to his projections that the District would be \$100K cash positive with more money to spend on capital.

Motion by Director Casey, seconded by Director Burgess to approve Item E-2 Revenue and Expenditure Report. Motion passed 5-0.

3. QUARTERLY STATUS REPORT

The General Manager reported on the many District accomplishments toward its goals and objectives for the quarter. The report was received and filed.

Motion by Director Maynard, seconded by Director Casey to approve Items E-3 Quarterly Status Report as submitted. Motion passed 5-0.

4. QUARTERLY RECREATION REPORT

The General Manager reported on the quarterly recreation related news, events and programming. President Kahlert inquired as to where commercial park user fees were allocated in the budget. Accountant/Bookkeeper Kathy Bell replied that the commercial park use revenue was allocated to the General Fund, as was the case with facility usage. The report was received and filed.

Motion by Director Maynard, seconded by Director DeMarco to approve Items E-4 Quarterly Recreation Report as submitted. Motion passed 5-0.

5. QUARTERLY TREE REPORT

Director DeMarco reported relative to discussion at the last Tree Committee Meeting. He stated that residents needed more education regarding tree care. He expressed concern about the lack of understanding regarding the policies concerning parkway tree trimming and removal. In addition to the District's current educational brochures being disseminated through local realtors, the Tree Committee had proposed doing a tree related public service announcement at the beginning of each board meeting to further educate residents. Director DeMarco reported on the many benefits of having trees in the community, the loss of 46 White Alder trees due to disease, sapling watering strategies and the need to protect this valuable community asset. Director Casey had comments relative to the drought contributing to tree loss and the need to remind residents to water the trees. Director Maynard had questions relative to watering regulations and drought mandates. The General Manager said he would research the item and report his findings back to the Board.

Motion by Director DeMarco, seconded by Director Casey to approve Items E-5 Quarterly Tree Report as submitted. Motion passed 5-0.

6. QUARTERLY FACILITIES REPORT

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 15-11-10-01

This item was moved up in the agenda.

2. RESOLUTION NO. 15-11-10-02

Recommendation to approve Resolution No. 15-11-10-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SUPPORTING THE LITIGATION FILED BY THE CITIES OF SEAL BEACH AND LONG BEACH AND URGING THE ORANGE COUNTY TRANSPORTATION AUTHORITY TO CONDUCT AN ADEQUATE ENVIRONMENTAL REVIEW

Director Casey reported on the inadequacy of the current CEQA report and provided background relative to the current litigation. He opined that the resolution was a very worthwhile step in the right direction. Director Maynard asked General Counsel if supporting the litigation presented any legal risk to the District. General Counsel opined that there was no risk to the District.

Motion by Director Casey, seconded by Director DeMarco to approve Resolution No. 15-11-10-02 by reading the title only and waiving further reading. Motion passed 5-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. VALLEYCREST CONTRACT.

Recommendation to Authorize General Manager to execute a new Professional Services Agreement with ValleyCrest Landscaping Services, Inc. to provide landscaping services for the District's parks and other facilities.

The General Manager reported that he met with ValleyCrest and they have agreed to a first year bid price of \$73,632.00. Their staff provides adequate work hours for a level of service commensurate with Rossmoor's community standards. Valleycrest had done an excellent job, are very responsive and work well with staff. Their experience and list of clients is also impressive. He added that Valleycrest had not increased their rates in 8 years and the proposed 4% increase was reasonable. Discussion ensued relative to the language of the agreement, term of the agreement, scope of services, renewal options and application of the 4% increase.

Motion by Director Burgess, seconded by Director Casey to authorize General Manager to execute a new Professional Services Agreement with ValleyCrest Landscaping Services, Inc. to provide landscaping services for the District's parks and other facilities. Motion passed 5-0.

2. AMERICAN CANCER SOCIETY REQUEST.

This item was moved up in the agenda.

I. GENERAL MANAGER ITEMS:

The General Manager announced that the Rush Park Canopy Dedication Ceremony was scheduled for Saturday, November 21, 2015 at 10 a.m. He encouraged the public to attend. He also reminded everyone that the Rossmoor Winter Festival would take place on Friday, December 11, 2015 at Rush Park from 6:00 p.m. to 10:00 p.m. He stated that President Kahlert had done a marvelous job working with staff to organize the event. He added that the District had put together a really exciting program that they were extremely proud of and everyone was looking forward to sharing the event with the community. He updated the Board on the Kempton Mini-Park Landscaping Demonstration Project that the District had been working on closely with the Rossmoor Homeowners Association. The District had commitments in terms of the drought policies and regulations which called for completion of the renovations by the end of November. The turf had been removed in all areas approved by the Parks and Facilities Committee and the District would now proceed with mulching and planting of the shrubs. They would continue to work closely with the RHA to ensure that the project meets all of the requirements in order to make certain the District received reimbursement. The General Manager stated that he was confident that they would meet the deadline, the one outstanding issue being that the RHA still had not completed their landscaping plans. They have designated the planting areas, but have not finalized the plant selection. He encouraged the RHA to come to a decision by the end of November and if they could

not he would request a time extension from the Golden State Water Company. He stated that the District had an excellent audit. He concluded by requesting that all Board Members submit their iPads to staff so that the installation of important operating system and software updates could be completed. Once completed staff would deliver the iPads back to each Board Member.

J. BOARD MEMBER ITEMS

Director Burgess had comments relative to adjusting the lighting for daylight savings time. He stated that he had seen Orange County Vector Control's mosquito flyer related to West Nile Virus and stated that it was an important public health issue. After receiving the flyer he contacted OC Vector Control regarding the drainage ditch near his home as well as the one located at Copa de Oro and Foster Road which contained debris and standing water which provided habitat for mosquitos to breed and spread disease. He added that OC Vector Control was very responsive. OC Vector Control informed him that County Maintenance was the department responsible for clearing the excess debris. He opined that in reviewing the Rossmoor Winter Festival Agenda item he concluded that the District had not only surpassed all expectations and still kept the event within a reasonable cost, especially with the addition of the RHA as a sponsor. He added that he would still like to research available solar options as well as parking lot improvements at Rush Park. Regarding the new canopy structure, he suggested installing eye hooks in the wooden pillars in order to prevent renters from damaging the structure by hanging decorations on it with nails, staples, etc. The General Manager stated that the District prohibits renters from stapling things to the facility walls and ceilings and would modify procedures for the new canopy structure. Director Burgess had some final comments relative to following up on the Bradbury Road restriping and the Rush Park Wall Bond Debt, grant opportunities and commercial use of the parks.

Director DeMarco stated it was getting darker earlier and requested that the General Manager provide an update on the Montecito Road lighting improvements. The General Manager replied that approximately two weeks earlier he spoke to Mr. Barker with the County who agreed that the lights should be brighter. Southern California Edison was still in the process of conducting a survey of the area. He also stated some of that area is located in Seal Beach, so he would have to work with them as well to ensure that they agree with Rossmoor's intentions. Director DeMarco requested that instead of surveying the nearby residents, if there was any way to switch out one existing 150 watt light bulb with a 250 watt bulb (*perhaps located on the corner/intersection of Bostonian and Montecito Road*) so that the community could observe and weigh in on the increased brightness. The General Manager agreed it would be a good idea to provide such a visual comparison. Director DeMarco added it was a safety concern. He further opined that Bradbury Road was restriped in response to complaints, so if there were enough complaints to the contrary, the situation could potentially be improved with time and persistence. He concluded that RHA Traffic subcommittee that he serves on only deals with school related traffic issues; specifically how to alleviate congestion. A different RHA traffic committee deals with broader traffic issues. RCSD is not included in this committee. Last May the traffic committee recommended that the County remove the parking restrictions and possibly the bike lane on Foster Road. Some residents approve of the change but others oppose it. The County requested a more comprehensive study. Director DeMarco stated that because passions run high on both sides of the issue, those who do not prevail will eventually plead their case to the RCSD Board since they are the elected community representatives. He concluded that the District needs to be regularly updated by the

RHA regarding these traffic issues. The General Manager stated that they would have said traffic report for the Board at their next regular Board Meeting.

Beverly Houghton addressed the Board stating that the Town Hall meeting Director DeMarco referred to was called at the request of the County agency doing the survey on the bike lane. They wanted more public input and that is why they had the meeting. She wanted to make it clear that RHA acted strictly as a facilitator and did not support the issue one way or another. The County Supervisor and School Board were also involved.

Director DeMarco remarked that while he understood he was compelled to reiterate that because there is opposition to traffic issues like the proposed removal of the bike lane and traffic restrictions on Foster Road, especially in front of the schools, the RCSD needs to be involved. Furthermore the County is conducting a traffic study on the bike lane in addition to a study on what is the best route for the bike lanes. He concluded that since the issue has evolved into a heated discussion within the community, the Board will likely receive complaints relative to any decisions made and should be aware of the situation. He asked when the traffic study was scheduled to be completed. Bev Houghton replied that the Foster Road Bike lane traffic study was part of a larger traffic study and it was her understanding that the issue was under the jurisdiction of the traffic committee of which Director DeMarco was a member. Director DeMarco stated that he would seek further clarity from Mark Nitikman. Director Burgess concurred with Director DeMarco that the Bike Lane issue appeared to be part of a separate traffic committee of which RCSD was not a part member. Director DeMarco added that he would like to see more tree related public service announcements incorporated into the beginning of each board meeting to educate residents about their parkway trees. He added that residents were prohibited from trimming parkway trees and trimming or shaving the tree roots, as it will most likely kill the tree.

Director Casey reported on his recent attendance at the I-405 Improvement Project Technical Improvement Steering Committee Meeting. New developments included the aesthetics project which involved the retaining walls and the sound walls. With the West County Connectors Project Rossmoor received the Seal Motif which, while nice, is more representative of Seal Beach. Three additional motifs will be added along the course of the project including: the pelican, the hummingbird, and the California Least Tern, which look quite impressive in the diagrams. Director Casey added that Rossmoor is projected to have two 16' sound walls, one of which is fairly substantial. Along the entire corridor there are approximately 10 proposed sound walls. The residents who were affected by certain decibel levels were sent two separate mailings by OCTA in order to obtain a quorum of residents in agreement with the proposed sound wall construction. All ten sound walls were approved. Director praised the quality and aesthetics of the new canopy shade structure and added that he hoped it would get a lot of use. He concluded his comments by stating that Nextdoor Rossmoor was a great place to post notifications of lost pets.

Director Maynard thanked Lt. Gunzel for his presentation. He stated that there were many lessons to learn from last year regarding FedEx and UPS packages that never reached their intended recipients due to being lost and stolen. He encouraged people to have packages shipped to their office or other secure location instead, especially around the holidays. Real Estate agents to please register their listings to the OC Sheriff's watch list to mitigate open house burglaries of major appliances. Requested map zone per park of the watering system. Has concerns about dry areas in the parks. Rossmoor Night at Long Beach State setup as an ongoing event for the community.

Mary Kingman distribute door hangers regarding tree care and drip irrigation. If they cannot water the tree they can be added to list of mobile water delivery.

President Kahlert requested that all future quarterly reports be moved from the Consent Calendar items on the agenda to D-1 Reports to the Board. He thanked Director Burgess for the mosquito information. He requested that an e-blast be sent out which included numbers to call and mosquito abatement procedures. President Kahlert thanked all of the Veterans in the community for their service to their country and paid special thanks to his own father for his service. He praised the new Canopy Shade Structure, and agreed that a mechanism be installed for renters to hang banners and balloons. He reported that his father's vehicle registration tags were stolen which resulted in him being ticketed because they were missing. In order to thwart the increase in vehicle registration tag theft, he advised making strategic diagonal cuts to the sticker after applying. Finally, President Kahlert announced the Rossmoor Winter Festival, Friday December 11th, 6pm to 10pm. He provided an overview of the many activities planned for the event and encouraged all to attend and spread the word. He thanked the Rossmoor Homeowners Association for being the first major sponsor of the event. All other interested sponsors were welcome to contact the District.

K. CLOSED SESSION—None

I. ADJOURNMENT:

Motion by Director Casey, seconded by Director DeMarco to adjourn the regular meeting at 9:11 p.m. Motion passed 5-0.

SUBMITTED BY:
James D. Ruth
General Manager