



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

**REGULAR MEETING**

RUSH PARK  
Auditorium  
3021 Blume Drive  
Rossmoor, California 90720

**Tuesday, December 12, 2023**

---

**A. ORGANIZATION**

1. CALL TO ORDER: 7:00 p.m.

2. ROLL CALL:

Present: Directors Barke, Searles, Shade,  
President DeMarco

Absent: Director Maynard

3. PLEDGE OF ALLEGIANCE: Cub Scout Troop 647

4. PRESENTATIONS:

a. Recognition of the Fentanyl Awareness Town Hall Organizer Kimi Nilsen

General Manager Mendoza provided details of the recent Fentanyl Awareness Town Hall organized by Kimi Nilsen.

On behalf of the RCSD Board, President DeMarco presented a certificate of appreciation to Kimi Nilsen for her efforts in organizing the recent Fentanyl Awareness Town Hall.

Kimi Nilsen thanked the Board and offered to work with the General Manager for future programming.

**B. ADDITIONS TO AGENDA - None**

**C. PUBLIC FORUM**

President DeMarco opened the Public Forum portion of the meeting. There were no public comments and President DeMarco closed this portion of the meeting.

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

### **1. Report Regarding Next Steps for Montecito/Bradbury Corridor Traffic Study**

General Manager Mendoza presented the report; announced a town hall meeting immediately before the next regular Board meeting and discussed an upcoming resident survey.

Discussion followed regarding the publication date for the survey.

### **2. Report from the Personnel and Contract Administration Committee**

General Manager Mendoza discussed the recent meeting of the Personnel and Contract Administration Committee; spoke about issuing an RFP because of Brightview's increased costs; provided updates on the Youth Center contract and the Girls Softball League Memorandum of Understanding and provided a brief overview of the proposed distribution of employee incentives.

President DeMarco noted there were no action items at this time and reported that he and Director Maynard make up the Committee.

Discussion followed regarding existing MOUs.

### **3. Report from the Website Ad Hoc Committee**

General Manager Mendoza reported Directors Shade and President DeMarco are involved as well as Administrative Assistant Whang and deferred to her for a report.

Administrative Assistant Whang spoke about the rollout schedule and provided a brief update of the project.

President DeMarco commented favorably regarding the website noting it is state of the art.

Discussion followed regarding including a history of RCSD, tracking compliance, developing processes, and monitoring them.

### **4. Update Regarding the Auditorium Flooring Project at Rush Park**

General Manager Mendoza presented an update of the project; discussed the issuance of an RFP and the anticipated Board review date, a timeline and added a complete report will be provided in January 2024.

### **5. Update on the FY 2022/2023 Audit**

General Manager Mendoza provided details of the report; discussed the Management Discussion and Analysis (MDNA) and reported it will be presented at the next Board meeting.

Discussion followed regarding associated additional costs.

**E. CONSENT CALENDAR**

1. MINUTES:

- a. Regular RCSD Board Meeting of November 14, 2023

2. OCTOBER 2023 REVENUE AND EXPENDITURE REPORT

Motion by Director Barke, seconded by Director Searles, to approve the Consent Calendar, as presented. Motion passed 4-0, with Director Maynard, absent.

**F. PUBLIC HEARING – None**

**G. REGULAR CALENDAR**

- 1. Ratification of Amendment #2 of Agreement MA-080-19011372 between the County of Orange and the Rossmoor Community Services District for Street Sweeping Services

General Manager Mendoza presented details of the report.

Motion by Director Barke, seconded by Director Searles, to ratify Amendment #2 of Agreement MA-080-19011372 between the County of Orange and the Rossmoor Community Services District for Street Sweeping Services. The motion carried 4-0, with the following vote:

AYES: Directors Barke, Searles, Shade, President DeMarco  
NOES: None  
ABSTAIN: None  
ABSENT: Director Maynard

- 2. Second Reading of an Amendment to Policy No. 6050 to Update the Facilities – Tennis Courts Policy to include Pickleball

General Manager Mendoza presented highlights of changes in the policies and details of the report.

Discussion followed regarding reservations limited at 2 per day, adding “per day” after two reservations and the need for another reading.

Motion by Director Searles, seconded by Director Shade, to amend Section 65030 to read, “Use limitation for players with reservations; subject of the body of the section to read, “Court use for persons making reservations is limited to a maximum of one hour with a maximum of two reservations per day” and return for a second reading. The motion carried 4-0, with the following vote:

AYES: Directors Barke, Searles, Shade, President DeMarco  
NOES: None  
ABSTAIN: None  
ABSENT: Director Maynard

### 3. Discussion and Action regarding Distribution of 2% Employee Appreciation Incentive

General Manager Mendoza presented details of the report.

Motion by Director Barke, seconded by Director Shade, to approve distribution of 2% Employee Appreciation Incentive. The motion carried 4-0, with the following vote:

AYES:	Directors Barke, Searles, Shade, President DeMarco
NOES:	None
ABSTAIN:	None
ABSENT:	Director Maynard

## **H. GENERAL MANAGER ITEMS**

General Manager Mendoza presented an overview of activities, events and projects completed this year; commended staff for their great work and the Board for their approvals; spoke about a caroling event hosted by residents Darren and Lindsey Ludwig; addressed fumigation of facilities, cleaning gutters and drains, court resurfacing and pickleball transitions and discussed upcoming projects and programs.

Discussion followed regarding the memorial bench and tree program and promoting it.

## **I. BOARD MEMBER ITEMS**

Members of the Board wished everyone Happy Holidays and Director Maynard a quick recovery;.

Director Shade thanked Cub Scout Troop 647 for their participation in the meeting and Ms. Kimi Nilsen for her community work; commended staff for the Winter Festival and the Chamber for hosting a recent breakfast and wished all Happy Holidays.

President DeMarco spoke favorably about the Winter Festival; thanked all sponsors and neighbors across the street; commended staff for the success of the event and wished everyone Happy Holidays.

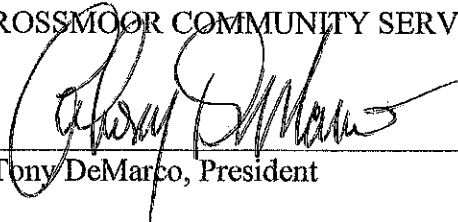
## **J. GENERAL COUNSEL ITEMS - None**

## **K. ADJOURNMENT**

President DeMarco adjourned the meeting at 8:13 p.m.

ATTEST:

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

  
\_\_\_\_\_  
Tony DeMarco, President

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

**APPROVED:**