

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

SPECIAL MEETING

Please be advised that California Governor Gavin Newsom has issued Executive Orders N-25-20 & N-25-21 which allows Directors to hold Board meetings telephonically. Please also be advised that all persons wishing to attend this meeting must also do so telephonically. To do so please call **(425) 436-6383, Enter Access Code 226260#, beginning at 3:00 p.m.** People also wishing to submit written documents may do so by emailing documents to ideering@rossmoor-csd.org.

VIA TELECONFERENCE ONLY

**Monday, March 23, 2020
3:00 p.m.**

**There will be no meeting held at 3001 Blume Drive
Rossmoor, CA**

A. ORGANIZATION

1. CALL TO ORDER: 3:00 p.m.
2. ROLL CALL: Directors Barke, Casey, DeMarco, Nitikman,
President Maynard
General Counsel Tarquin Preziosi
3. PLEDGE OF ALLEGIANCE

B. SPECIAL AGENDA

1. A) ISSUE PROCLAMATION NO. 2020-01 A PROCLAMATION BY THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY; AND B) APPROVE CALIFORNIA GOVERNOR'S OFFICE OF EMERGENCY SERVICES FORM 130, DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION HAZARD MITIGATION GRANT PROGRAM AND PRE-DISASTER MITIGATION PROGRAM.
2. DISCUSSION WITH THE GENERAL MANAGER REGARDING OPERATION AND MAINTENANCE RELATED ITEMS FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT AS A RESULT OF COVID-19.

C. ADJOURNMENT

It is the intention of the Rossmoor Community Services District to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant

at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner. Please contact the District Office at (562) 430-3707 as soon as possible prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the Monday, March 23, 2020 3:00 p.m. Special Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 24 hours prior to the time of the meeting or as soon as practicable.

ATTEST:

Joe Mendoza ^{PL} Date March 20, 2020
JOE MENDOZA
General Manager

Agenda Item – B1

RECOMMENDATION

- 1) It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve Proclamation No. 2020-01 – A PROCLAMATION BY THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY. (Attachment 1).
- 2) Approve California Governor's Office of Emergency Services (CalOES) Form 130, DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program; authorize the General Manager to take all actions necessary for the submission thereof to CalOES; and to take all further actions otherwise necessary to secure state and/or federal emergency funding for RCSD. (Attachment 2).

BACKGROUND

Due to the spread of COVID-19 (novel coronavirus), federal, state, county and local governments are faced with protecting their residents and implementing mandates in response to the increased spread of COVID-19. On February 26, 2020, the County of Orange declared a local emergency and a local health emergency. On March 4, 2020, State of California Governor Gavin Newsom proclaimed a State of Emergency in California due to COVID-19. On March 12, 2020, Governor Newsom issued an Executive Order to mitigate the spread of COVID-19; and on March 13, 2020, President Donald Trump issued a proclamation declaring a national emergency concerning the COVID-19 outbreak.

On March 19, Governor Newsome issued Executive Order N-33-20 ordering all residents to stay at home or at their place of residents except as necessary to maintain continuity of critical infrastructure sections, as defined. These include workers who conduct a range of operations and services that are essential to continued critical infrastructure viability, including staffing operations centers, maintaining and repairing critical infrastructure, operating call centers, working construction, and performing management functions, among others. The industries they support represent, but are not necessarily limited to, medical and healthcare, telecommunications, information technology systems, defense, food and agriculture, transportation and logistics, energy, water and wastewater, law enforcement, and public works.

The District's ability to mobilize local resources, coordinate interagency response, procure vital supplies and use mutual aid, seek future reimbursement by State and Federal governments will be vital to responding to COVID-19 and safeguarding the District's assets. In addition, the Orange County Operational Area Emergency Operations Center (EOC) is actively serving local agencies.

The RCSD Board should declare a State of Emergency for the District in order to be in a position to apply for financial reimbursement for loss of revenue due to facility rental cancellations, staff expenses in response to COVID-19, and any contract revenue that is lost or expended because of facility closures.

DISCUSSION

The California Disaster Assistance Act (CDAA) authorizes the Director of the California Governor's Office of Emergency Services (Cal OES) to administer a disaster assistance program that provides financial assistance from the state for costs incurred by local governments as a result of a disaster event. Funding

for the repair, restoration, or replacement of public real property damaged or destroyed by a disaster is made available when the Director concurs with a local emergency proclamation requesting state disaster assistance. The program also provides for the reimbursement of local government costs associated with certain emergency activities undertaken in response to a state of emergency proclaimed by the Governor. In addition, the program may provide matching fund assistance for cost sharing required under federal public assistance programs in response to a Presidential Major Disaster or Emergency Declaration.

The RCSD is currently tracking activities, staff time, and resources which have been directed toward required and recommended COVID-19 measures to meet the requirements of the CalOES, as well as the Orange County Operational Area EOC. The first step in the process is the proclamation of a State of Emergency in the RCSD. Once filed with the appropriate agencies, the District will supply the required Initial Damage Estimate (IDE) documentation of the impacts and local response and recovery activities.

Because the COVID-19 has reached a level of threat to residents that has not been seen before, governmental agencies nationwide are reacting with heightened actions that will result in losses to the District and agencies throughout our nation. District staff will continue to monitor this situation and share information and required documentation to be prepared for opportunities that open up for resources and/or reimbursement.

Requested Actions

1. Approve Proclamation No. 2020-01 – A PROCLAMATION BY THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY; and
2. Approve California Governor's Office of Emergency Services (CalOES) Form 130, DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program; authorize the General Manager to take all actions necessary for the submission thereof to CalOES; and to take all further actions otherwise necessary to secure state and/or federal emergency funding for RCSD.

**DESIGNATION OF SUBRECIPIENT'S AGENT RESOLUTION
Hazard Mitigation Grant Program and Pre-Disaster Mitigation Program**

BE IT RESOLVED BY THE _____ OF THE _____
(Governing Body) (Name of Applicant)

THAT _____, OR
(Title of Authorized Agent)

_____, OR
(Title of Authorized Agent)

(Title of Authorized Agent)

is hereby authorized to execute for and on behalf of the _____, a public entity
(Name of Subrecipient)

established under the laws of the State of California, this application and to file it with the California Governor's Office of Emergency Service for the purpose of obtaining certain federal financial assistance under Public Law 93-288 as amended by the Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1988, and/or state financial assistance under the California Disaster Assistance Act.

THAT the _____, a public entity established under the laws of the State of California,
(Name of Subrecipient)

hereby authorizes its agent(s) to provide to the California Governor's Office of Emergency Service for all matters pertaining to such state disaster assistance the assurances and agreements required.

Please check the appropriate box below:

This is a universal resolution and is effective for all open and futures Disasters/Grants up to three (3) years following the date of approval below.

This is a Disaster/Grant specific resolution and is effective for only Disaster/Grant name/number(s) _____

Passed and approved this _____ day of _____, 20____

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

(Name and Title of Governing Body Representative)

CERTIFICATION

I, _____, duly appointed and _____ of
(Name) (Title)

_____, do hereby certify that the above is a true and correct copy of a
(Name of Applicant)

Resolution passed and approved by the _____ of the _____
(Governing Body) (Name of Applicant)

on the _____ day of _____, 20____.

(Signature)

(Title)

Cal OES Form 130 **Instructions**

A new Designation of Applicant's Agent Resolution is required if the previously submitted document is older than three (3) years from the last date of Board/Council approval.

When completing the Cal OES Form 130, Subrecipients should fill in the blanks on page 1. The blanks are to be filled in as follows:

Resolution Section:

Governing Body: This is the individual or group responsible for appointing and approving the Authorized Agents. Examples include: Board of Directors, City Council, Board of Supervisors, etc.

Name of Subrecipient: This is the official name of the non-profit, agency, city, county or special district that has applied for the grant. Examples include: City of Sacramento; Sacramento County; or Los Angeles Unified School District.

Authorized Agent: These are the individuals that are authorized by the Governing Body to engage with the Federal Emergency Management Agency and the California Governor's Office of Emergency Service regarding grants applied for by the subrecipient. There are two ways of completing this section:

1. **Titles Only:** If the Governing Body so chooses, the titles of the Authorized Agents should be entered here, not their names. This allows the document to remain valid if an Authorized Agent leaves the position and is replaced by another individual. If "Titles Only" is the chosen method, this document must be accompanied by a cover letter naming the Authorized Agents by name and title. This cover letter can be completed by any authorized person within the agency (e.g.: City Clerk, the Authorized Agent, Secretary to the Director) and does not require the Governing Body's signature.
2. **Names and Titles:** If the Governing Body so chooses, the names and titles of the Authorized Agents should be listed. A new Cal OES Form 130 will be required if any of the Authorized Agents are replaced, leave the position listed on the document or their title changes.

Governing Body Representative: These are the names and titles of the approving board members. Examples include: Chairman of the Board, Superintendent, etc. The names and titles cannot be one of the designated Authorized Agents.

Certification Section:

Name and Title: This is the individual that was in attendance and recorded the Resolution creation and approval. Examples include: City Clerk, Secretary to the Board of Directors, County Clerk, etc. This person cannot be one of the designated Authorized Agents to eliminate "Self Certification."

PROCLAMATION NO. 2020-01

A PROCLAMATION BY THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PROCLAIMING THE EXISTENCE OF A LOCAL EMERGENCY

WHEREAS, Government Code Section 8550 et seq. authorize governing bodies to proclaim a local emergency when the local government is threatened by conditions of disaster or extreme peril to the safety of persons and property within the local jurisdiction that are likely to be beyond the control of the services, personnel, equipment, and facilities of the local jurisdiction; and

WHEREAS, a novel coronavirus, COVID-19, causes infectious disease and was first detected in Wuhan City, Hubei Province, China in December 2019. Symptoms of COVID-19 include fever, cough, and shortness of breath; outcomes have ranged from mild to severe illness, and, in some cases, death. The Center for Disease Control and Prevention (CDC) has indicated the virus is a tremendous public health threat; and

WHEREAS, on January 30, 2020, the World Health Organization (WHO) declared the outbreak a “public health emergency of international concern” and on March 11, 2020, the WHO elevated the public health emergency to the status of a pandemic. On January 31, 2020, United States Health and Human Services Secretary Alex M. Azar II declared a public health emergency for the United States to aid the nation’s healthcare community in responding to COVID-19. The County of Orange declared a local emergency and a local health emergency on February 26, 2020. On March 4, 2020, California Governor Gavin Newsom declared a State of Emergency in California. On March 13, 2020, President Donald Trump proclaimed that the COVID-19 outbreak constitutes a national emergency, beginning March 1, 2020; and

WHEREAS, on February 2, 2020, the federal government initiated the suspension of entry of foreign nationals who were in China during the 14-day period preceding their entry or attempted entry into the United States. United States citizens, residents, and their immediate family members who were in China during the 14-day period preceding their entry into the United States are permitted entry, but are redirected to one of 11 airports where the CDC has quarantine stations to undergo health screening. Depending on their health and travel history, they will have some level of restrictions on their movements for 14 days from the time they left China. On February 29, 2020, the President expanded restrictions to include all aliens who were physically present within the Islamic Republic of Iran during the 14-day period preceding their entry or attempted entry into the United States, with additional restrictions being imposed on travel from Europe as of March 11, 2020; and

WHEREAS, as of March 18, 2020, the WHO reported, to date, 191,127 confirmed cases of COVID-19 globally, 7,807 of which resulted in death; and

WHEREAS, as of March 19, 2020, the California Department of Public Health (CDPH) reported that there were 675 confirmed cases of COVID-19 in California, 16 of which resulted in

death. The Orange County Health Care Agency reported that, as of March 19, 2020, Orange County had 53 confirmed cases; and

WHEREAS, health officials expect the number of cases in California, the United States, and worldwide to increase; and

WHEREAS, the Governor and CDPH on March 11, 2020 issued a statement entitled "California Public Health Experts: Mass Gatherings Should be Postponed or Canceled Statewide to Slow the Spread of COVID-19," determining that large gatherings of 250 people or more should be postponed or canceled across the state until at least the end of March. On March 16, 2020, CDPH issued an updated statement entitled, "CDPH Guidance for the Prevention of COVID-19 Transmission for Gatherings," determining that all gatherings, irrespective of the number of attendees, should be postponed or canceled, and all gyms, health clubs, and theatres should be closed; and

WHEREAS, the Governor on March 12, 2020 issued Executive Order N-25-20, ordering, among other things, that all residents are to heed the orders and guidance of state and local public health officials; and

WHEREAS, on March 18, 2020, the Orange County Health Officer issued an order that, among other things, prohibited gatherings, with the exception of activities such as attendance at regular school classes, going to work, or performing essential services, from the date of the order through March 31, 2020. The Health Officer also directed that (1) all bars and other business establishments that serve alcohol and do not serve food shall close; and (2) all movie theatres, gyms, and health clubs shall close; and

WHEREAS, conditions of extreme peril to the safety of persons and property have arisen due to the potential introduction of COVID-19 in the community; and

WHEREAS, such conditions are beyond the control of the services, personnel, equipment, and facilities of the District and require the combined forces of other political subdivisions to combat; and

WHEREAS, it is imperative to prepare for and respond to suspected or confirmed COVID-19 cases, to implement measures to mitigate the spread of COVID-19, and to prepare to respond to an increasing number of individuals requiring medical care and hospitalization; and

WHEREAS, if COVID-19 spreads in California at a rate comparable to the rate of spread in other countries, the number of persons requiring medical care may exceed locally available resources, and controlling outbreaks minimizes the risk to the public, maintains the health and safety of the community, and limits the spread of infection in the community and within the healthcare delivery system; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future

reimbursement by the state and federal governments will be critical to successfully responding to COVID-19; and

WHEREAS, the Board of Directors desires to proclaim the existence of a local emergency.

NOW, THEREFORE, IT IS PROCLAIMED AND ORDERED by the Board of Directors of Rossmoor Community Services District as follows:

- A. As contemplated in the Emergency Services Act contained in Government Code Section 8550 et seq., a local emergency exists based on the existence of conditions of disaster or of extreme peril to the safety of persons and property caused by an epidemic, as detailed in the recitals set forth above.
- B. The area of the District which is endangered/imperiled is the entire District.
- C. During the existence of this local emergency, the powers, functions, and duties of the emergency organization of this District shall be those prescribed by state law and by ordinances, resolutions, and orders of this District.
- D. The District shall review the need for continuing the local emergency as required by law until it terminates the local emergency, and shall terminate the local emergency at the earliest possible date that conditions warrant.
- E. A copy of this proclamation be forwarded to the Director of the California Governor's Office of Emergency Services requesting that the Director find it acceptable in accordance with State law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the Rossmoor Community Services District; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

PROCLAIMED this 23th day of March, 2020.

Michael Maynard, President

APPROVED AS TO FORM:

Tarquin Preziosi, General Counsel

ATTEST:

Joe Mendoza, Secretary