

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

January 12, 2021

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 12, 2021

7:00 p.m.

This agenda contains a brief description of each item to be considered. Except as provided by law; no action shall be taken on any item not appearing in the agenda. To speak on an item, complete a Speaker Request Form(s) identifying the item(s) and topic and deposit it in the speaker request box. To speak on a matter not appearing in the agenda, but under the jurisdiction of the Board of Directors, you may do so during Public Comments at the beginning of the meeting. Speaker request forms must be deposited prior to the beginning of Public Comments. When addressing the Board, it is requested that you state your name for the record. Address the Board as a whole through the President. Comments to individual Directors or staff are not permitted. Speakers are limited to three (3) minutes per item with nine (9) minutes cumulative for the entire meeting. Supporting documentation is available for review in the Rush Park main office, 3001 Blume Drive, Rossmoor, 90720—9:00 am - 5:00 pm, Monday-Friday. The Agenda is available online at: <http://www.rossmoor-csd.org>. Meetings are broadcast live on LATV-3 and may also be viewed on Vimeo.com or on our website at <http://www.rossmoor-csd.org>.

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Barke, DeMarco, Rips, Searles
Acting President Nitikman
3. PLEDGE OF ALLEGIANCE: Director Rips
4. PRESENTATIONS:
 - a. Acting President Mark Nitikman (2020) State of the District Address
 - b. Recognition of Rossmoor residents Milt and Beverly Houghton for service to the community.
 - c. Orange County Sheriff's Department Captain Gary Knutson Re: OCSD Quarterly Crime Statistics
5. ELECTION OF OFFICERS

B. ADDITIONS TO AGENDA – None

In accordance with Section 54954 of the Government Code (Brown Act), action may be taken on items not on the agenda, which was distributed, if:

A majority of the Board determines by formal vote that an emergency exists per Section 54956.5 (for example, work stoppage or crippling disaster which severely impairs public health and/or safety); or

Two-thirds (2/3) of the Board formally votes or, if less than 2/3 of members are present, all of the Board members present vote, that there is a need to take immediate action, which arose after the agenda was posted.

C. PUBLIC FORUM

Any person may address the Board of Directors at this time upon any subject within the jurisdiction of the Rossmoor Community Services District; however, any matter that requires action may be referred to Staff at the discretion of the Board for a report and action at a subsequent Board meeting.

D. REPORTS TO THE BOARD:

1. QUARTERLY RECREATION REPORT

E. CONSENT CALENDAR

1. MINUTES

- a. Special Board Meeting of December 2, 2020
- b. Regular Board Meeting of December 8, 2020

Consent items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time. If any Board member requests that an item be removed from the Consent Calendar, it shall be removed by the President so that it may be acted upon separately.

F. PUBLIC HEARING - None

G. RESOLUTIONS

1. RESOLUTION NO. 21-01-12-01 LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

ORDINANCES - None

H. REGULAR CALENDAR

1. INTRODUCTION OF AN AMENDMENT TO POLICY NO. 5030 TO ALLOW THE BOARD PRESIDENT TO APPOINT RESIDENTS INCLUDING FORMER DIRECTORS TO SERVE ON COMMITTEES AND AS REPRESENTATIVES OF THE BOARD TO OUTSIDE AGENCIES AND TO ALLOW THE BOARD TO AUTHORIZE REMUNERATION TO RESIDENT APPOINTEES

I. GENERAL MANAGER ITEMS

This part of the Agenda is reserved for the General Manager to provide information to the Board on issues that are not on the Agenda, and/or to inform the Board that specific items may be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

J. GENERAL COUNSEL ITEMS

This part of the Agenda is reserved for District General Counsel to provide information to the Board on issues that are not on the Agenda, and/or to inform the Board that specific items may be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

K. BOARD MEMBER ITEMS

This part of the Agenda is reserved for individual Board members briefly to make general comments, announcements, reports of his or own activities, and requests of staff, including that specific items be placed on a future Agenda. The Board may not discuss or take action on items not on the Agenda.

L. CLOSED SESSION - None

M. 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 at least forty-eight (48) hours 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.

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors.

Any such writing will be available for public inspection at the District offices located at [3001 Blume Drive, Rossmoor, CA 90720](#). In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the January 12, 2021, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:

Elizabeth Deering for
JOE MENDOZA
General Manager

Date January 6, 2021

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: January 12, 2021

To: Honorable Board of Directors

From: Acting Board President Mark Nitikman

Via: General Manager Joe Mendoza

SUBJECT: ACTING PRESIDENT MARK NITIKMAN (2020) STATE OF
THE DISTRICT ADDRESS

RECOMMENDATION:

Receive presentation.

BACKGROUND:

It is customary for the President of the Board to deliver a State of the District Address as the final act prior to election of Board Officers for the coming year.

ATTACHMENTS:

1. 2020 State of the District Address



**STATE OF THE DISTRICT
2020**

PRESENTED BY:

**Mark Nitikman, Acting Board President
Rossmoor Community Services District**

Good evening! It is my pleasure to present the *State of the District* for 2020 for the Rossmoor Community Services District.

I do not have to tell you that the past 12 months have been challenging. But the District has nevertheless been successful at overcoming these challenges to maintain, as much as humanly and legally possible, the programs and services it provides for Rossmoor residents.

At the beginning of the year, plans were made, which would have included the Spring Festival, Summer Concerts and Movies in the Park, as well as other activities for the Rossmoor community. However, beginning in March 2020 it became apparent that the COVID-19 pandemic and the new legal mandates arising from the pandemic, would have a significant effect on the District's plans and operations, including District parks, facilities, and the District Office. The Board recognized this and that both use of District facilities and revenues generated from facility rentals would be substantially reduced. Accordingly, the Board took prompt action and made some difficult decisions, including a one-day per week furlough for RCSD staff. At the same time, the Board made a number of adjustments by eliminating contracts and curtailing spending where appropriate. The Board also implemented other procedures involving additional costs, such as enhanced cleaning and sanitization of restrooms and facilities. I would like to commend RCSD staff for working together in this crisis – at a safe distance, of course - to focus their efforts on maintaining District services as much as possible under these most difficult conditions.

As a result of all these efforts, the Board and RCSD staff managed to maintain the highest possible level of services while keeping the budget in balance for the FY 2020-2021.

The RCSD Board applied for and received a Per-Capita Improvements Grant in the amount of \$200,000 for capital improvement projects which included the recently resurfaced parking lot at Rush Park, lighting upgrades within the Rush Park Auditorium, and will be identifying other capital improvements within this fiscal year.

The Board and District Director took the opportunity while facilities were legally required to be severely limited or shut down to accelerate its maintenance schedule. The District repainted the exteriors of Rush Park Auditorium and the District Office, as well as the interior of the Rossmoor Park Community Center, and with the assistance of the Los Alamitos Girls Softball League, the softball fields were

upgraded. At Montecito Center, the exterior was painted, the parking lot was resurfaced, and new flooring was installed.

RCSD continues to take pride in its urban forest. The District earned the Tree City USA designation for the tenth consecutive year. The District continues to manage over 5,000 parkway and park trees, and planted approximately 50 trees where gaps remained, while overseeing the trimming for more than 1,000 trees. In addition, the Board, following public hearings and valuable input from the community, drafted new policies that formally instituted a program allowing residents to obtain a permit to trim the parkway trees in front of their homes, while also assessing fines and damages for the illegal trimming of parkway trees.

The Board is proud to announce that we have made great strides this year in addressing the long-standing issue with our current street sweeping schedule. By moving from the first and third Mondays of the month to a schedule that will provide sweeping on even numbered residences on the first and third Mondays, and to odd numbered residences on the second and fourth Mondays. This will allow for alternative parking on the opposite sides of the streets. This has not been an easy process. The Board has worked diligently to get the consensus of Orange County Public Works, Orange County Sheriff's Department, and support from outgoing Orange County Supervisor Michelle Steel's office in passing a resolution to adopt this new schedule. We are assured and remain hopeful that this process can be completed within the next couple of months. The COVID-19 pandemic understandably delayed the process, but it also was a factor in securing approval, as both the County and RCSD have been focusing on day-to-day operations with limited resources and staffing. I assure you that this remains a priority to the RCSD Board and that we are committed to making this happen for our residents.

The highlight of 2020 was the early payoff of the 30-year Rush Park Bond. The purchase of the Rush Elementary School site from the Los Alamitos School District took place in 1991 for \$5 million. The Board is proud that the bond was paid off one year early, saving the District approximately \$7,000 for the final year's interest payment, and saving Rossmoor property owners their final payment of \$108.60. We look forward to the many years that our residents can enjoy Rush Park's open space, playgrounds, and facilities.

Although the District was forced to cancel many of its popular events because of COVID-19, I am pleased to report that it also spurred the creation of several extremely popular events for our residents. This included partnering with the Rossmoor Homeowners Association to provide the 2020 Los Alamitos High School Senior Graduation Parade which drew large amounts of spectators and participants. In light of the cancellation of traditional graduation ceremonies, the event gave graduating high school seniors an opportunity to be recognized. I would like to recognize the Rossmoor Homeowners Association's (RHA) efforts and am proud that we were able to work together in collaboration with the Los Alamitos Unified School District, Orange County Sheriff's Department, the California Highway Patrol, Orange County Fire Authority, and many other volunteers. This was truly a community effort.

The RCSD also adjusted summer programming when it became apparent the traditional concert and movie nights would not be permitted. Instead, the Board and staff instituted a drive-in movie night at Rush Park. The event was very successful and accommodated approximately 140 cars and over 300 participants. This activity was well-received by Rossmoor families and we look forward to hosting additional drive-in movie nights in the future.

The annual Winter Festival was modified to become a Tree Lighting Ceremony with a car parade through Rossmoor led by Santa and local resident Terry Miller and his band caroling throughout the community. This was popular activity as many residents lined the streets to greet Santa and hear the music. The RHA, OC Sheriff's Department, CHP, and OC Fire Authority provided support in making this program a success.

As a result of the November 2020 elections, four RCSD Directors were sworn in at the December 2020 Board Meeting. New Directors Jeffrey Rips and Nathan Searles were welcomed to the RCSD Board, while incumbent Directors Jeffrey Barke and Tony DeMarco returned to the Board for another term. The Board honored outgoing Board Directors and former Presidents Ron Casey and Michael Maynard for their leadership, dedication, and love for the Rossmoor community.

In closing, while 2020 has been a difficult year, it has also been a year filled with accomplishments and progress. The Board, the Director and especially the Staff have endured and adjusted to the ever-changing Covid-19 restrictions and guidelines and have shown the resiliency that carried us all through these difficult days.

Finally, I would particularly like to thank each of you, our residents, for your cooperation and assistance in getting us through a difficult year, being understanding of the forced closures and other restrictions and doing your part for your families, your neighbors, and the entire community of Rossmoor. You all are what continues to make Rossmoor a wonderful place to live.

My best wishes to all of you and your families for a healthy and joyous 2021!



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b.

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RECOGNITION OF ROSSMOOR RESIDENTS MILT AND BEVERLY HOUGHTON FOR SERVICE TO THE COMMUNITY

RECOMMENDATION

Receive and file presentation.

BACKGROUND

The report reflects the order of presentations for your Regular January Meeting of the Board.

- b. Recognition of Rossmoor Residents Milt and Beverly Houghton for service to the community

ATTACHMENTS—None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4c.

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Via: Acting President Mark Nitikman
Subject: ORANGE COUNTY SHERIFF'S DEPARTMENT CAPTAIN GARY
KNUTSON RE: OCSD QUARTERLY CRIME STATISTICS

RECOMMENDATION

Receive and file presentation.

BACKGROUND

The report reflects the order of presentations for your Regular January Meeting of the Board.

c. Orange County Sheriff's Department Captain Gary Knutson Re: OCSD Quarterly Crime Statistics

ATTACHMENTS:

1. OCSD Quarterly Crime Statistics



ORANGE COUNTY SHERIFF'S DEPARTMENT

SHERIFF-CORONER DON BARNES

Community of Rossmoor

2020 North Patrol Bureau Activity Report

The men and women of the North Patrol Bureau continue to strive to provide the highest level of law enforcement to the community of Rossmoor. The year of 2020 provided us with numerous challenges as a community.

This report is provided for informational purposes only and is comprised of preliminary statistics, taken from several sources including the Computer Aided Dispatch (CAD) system and the Field Based Reporting (FBR) system. Previous reports to the Rossmoor Community Services District relied only on CAD system entries, not actual reports taken. This report utilizes primarily FBR system entries for better accuracy.

The task of compiling crime statistics rests with the Orange County Sheriff's Department Support Services Division. Statistics and data are gathered, tabulated in accordance with the FBI's Uniform Crime Reporting (UCR) Program and then forwarded to the Department of Justice. The UCR program divides offenses into two groups, Part I and Part II crimes. Part I crimes are violent or serious crimes that occur regularly, in all areas of the country, and are likely to be reported to the police. Part II crimes are all other crimes (not included in Part I crimes) that someone can be arrested or issued a criminal citation for. UCR statistics for 2020 are not available as of the time of this publication.

Mission Statement & Core Values

THE MEN AND WOMEN OF THE
ORANGE COUNTY SHERIFF'S DEPARTMENT
ARE DEDICATED TO THE PROTECTION OF ALL WE SERVE.
WE PROVIDE EXCEPTIONAL LAW ENFORCEMENT SERVICES
FREE FROM PREJUDICE OR FAVOR, WITH LEADERSHIP,
INTEGRITY, AND RESPECT.

★

OUR CORE VALUES:

INTEGRITY WITHOUT COMPROMISE
SERVICE ABOVE SELF
PROFESSIONALISM IN THE PERFORMANCE OF DUTY
VIGILANCE IN SAFEGUARDING OUR COMMUNITY



Community of Rossmoor
2020 North Patrol Bureau Activity Report

October 2020: 201 Calls for Service
Noteworthy incidents

Petty Theft (PC 488)

- | | | | |
|--------------|------|----------------------|---------------------------------|
| 1. 10/23/20: | 2800 | Blk of Bostonian Dr. | Window screens stolen from home |
|--------------|------|----------------------|---------------------------------|

Grand Theft (PC 487)

- | | | | |
|-------------|------|----------------------|---------------------|
| 1. 10/05/20 | 2800 | Blk of Coleridge Dr. | Catalytic Converter |
| 2. 10/29/20 | 2600 | Blk Of Salmon Dr. | Catalytic Converter |

Vehicle Burglary (PC 459V)

- | | | | |
|-------------|-------|-----------------------|------------------------------------|
| 1. 10/24/20 | 11000 | Blk of Bakerville Rd | Ignition & steering column damaged |
| 2. 10/31/20 | 3000 | Blk of St Albans. Dr. | Lock & key ignition damaged |

Stolen Vehicle (CVC 10851)

- | | | | |
|-------------|-------|-----------------------|--------------------------------------|
| 1. 10/05/20 | 11000 | Blk of Loch Lomond | Trailer stolen and recovered |
| 2. 10/24/20 | 12000 | Blk of Martha Ann Dr. | Truck stolen from street |
| 2. 10/26/20 | 11000 | Blk of Wembley Rd | Truck and Trailer stolen from street |
| 3. 10/30/20 | 3000 | Blk of St Albans | Truck stolen from street |

*Noteworthy incidents are listed above and not all reported incidents may have not been listed

**The above crimes are not released from our Crime Analysis and Statistics Units. Nor are these the statistics which will reflect on the UCR (Uniformed Crime Reporting) from DOJ (Department of Justice). These reports were taken from our internal Computer Aided Dispatch (CAD) and Field Based Reporting (FBR) system. All incidents listed are preliminary reported and the crime classification may change after investigation

***These statistics are not consistent with the blotter. The blotter are all the calls we receive through dispatch. Sometimes those calls do not result in a part 1 crime.



Community of Rossmoor
2020 North Patrol Bureau Activity Report

November 2020: 184 Calls for Service
Noteworthy incidents

Petty Theft (PC 488)

- | | | | |
|--------------|-------|----------------------------|---|
| 1. 11/10/20 | 11800 | Blk of Silver Fox Rd | Glasses and misc. items from vehicle |
| 2. 11/17/20: | 11000 | Blk of Los Alamitos Blvd., | Catalytic converter |
| 4. 11/23/20 | | Bradbury Rd/ Seal Beach | Wallet stolen from vehicle |
| 5. 11/23/20: | 12000 | Blk Foster Rd | Catalytic converter |
| 6. 11/26/20 | 3100 | Blk of Bostonian Dr. | \$15 stolen from vehicle |
| 7. 11/26/20 | 2600 | Blk of Salmon Dr. | Catalytic converter |
| 5. 11/30/20 | 3300 | Blk of Yellowtail Dr. | Wallet and credit cards stolen from vehicle |

Grand Theft (PC 487)

- | | | | |
|--------------|-------|-----------------------|--|
| 1. 11/10/20 | 27500 | Blk of Copa D Oro Dr. | Misc. Tools Stolen from unlocked vehicle |
| 2. 11/14/20 | 2900 | Blk of Bostonian | Misc. loss over \$2000 from unlocked vehicle |
| 3. 11/18/20: | 11000 | Blk of Loch Lomond Rd | Catalytic converter |
| 4. 11/26/20 | 2700 | Blk of Copo D Oro Dr. | Power & hand tools |

Vehicle Burglary (PC 459V)

- | | | | |
|-------------|-------|----------------------|-----------------------------------|
| 1. 11/14/20 | 11000 | Blk of Silver Fox Rd | Unknown loss, rear window smashed |
| 2. 11/20/20 | 2600 | Blk of Kempton Dr. | Unknown loss, door locks damaged |
| 3. 11/22/20 | 12000 | Blk of Montecito Rd | Unknown loss, door locks damaged |

Stolen Vehicle (CVC 10851)

- | | | | |
|-------------|-------|-----------------------|---------------------------|
| 1. 11/20/20 | 3100 | Blk of Ruth Elaine Dr | SUV stolen from residence |
| 2. 11/29/20 | 11500 | Blk of Weatherby Rd | SUV stolen from residence |

*Noteworthy incidents are listed above and not all reported incidents may have not been listed

**The above crimes are not released from our Crime Analysis and Statistics Units. Nor are these the statistics which will reflect on the UCR (Uniformed Crime Reporting) from DOJ (Department of Justice). These reports were taken from our internal Computer Aided Dispatch (CAD) and Field Based Reporting (FBR) system. All incidents listed are preliminary reported and the crime classification may change after investigation

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Community of Rossmoor
2020 North Patrol Bureau Activity Report

December 2020: 106 Calls for Service
Noteworthy incidents

Petty Theft (PC 488)

- | | | | |
|-------------|-------|-------------------|--|
| 1. 12/04/20 | 12000 | Blk of Christy Ln | Package was stolen from front porch |
| 2. 12/07/20 | 2600 | Blk of Tucker Ln | Vehicle rummaged through, misc. items stolen |
| 3. 12/14/20 | 3100 | Ruth Elaine Dr | Package was stolen from front porch |

Grand Theft (PC 487)

- | | | | |
|-------------|-------|------------------|---|
| 1. 12/9/20 | 3200 | Blk of Hedwig Rd | Purse & jewelry stolen from vehicle |
| 2. 12/05/20 | 12000 | Blk of Montecito | Catalytic Converter Stolen |
| 3. 12/19/20 | 3100 | Blk of Inverness | Jewelry, ID, personal property from vehicle |

Residential Burglary (PC 459R)

- | | | | |
|-------------|------|----------------------|--|
| 1. 12/11/20 | 3000 | Blk of Yellowtail Dr | Rear sliding door smash, undetermined loss |
|-------------|------|----------------------|--|

Commercial Burglary (PC 459C)

- | | | | |
|-------------|-------|---------------------|--------------------------------|
| 2. 12/23/20 | 11000 | Blk of Wallingsford | Gift cards and packages stolen |
|-------------|-------|---------------------|--------------------------------|

Vehicle Burglary (PC 459V)

- | | | | |
|-------------|------|---------------------|--|
| 2. 12/21/20 | 3100 | Blk of Quail Run Rd | Vehicle door forced open, radio stolen |
|-------------|------|---------------------|--|

Vandalism (PC 594)

- | | | | |
|-------------|-------|------------------------|--|
| 1. 12/07/20 | 11000 | Blk of Wallingsford Rd | Vehicle's driver side door was kicked in |
| 2. 12/11/20 | 11000 | Blk of Davenport Rd | Victims home was vandalized |
| 3. 12/26/20 | 2600 | Blk of Salmon Dr | Graffiti in drainage canal |

*Noteworthy incidents are listed above and not all reported incidents may have not been listed

**The above crimes are not released from our Crime Analysis and Statistics Units. Nor are these the statistics which will reflect on the UCR (Uniformed Crime Reporting) from DOJ (Department of Justice). These reports were taken from our internal Computer Aided Dispatch (CAD) and Field Based Reporting (FBR) system. All incidents listed are preliminary reported and the crime classification may change after investigation

***These statistics are not consistent with the blotter. The blotter are all the calls we receive through dispatch. Sometimes those calls do not result in a part 1 crime.



ORANGE COUNTY SHERIFF'S DEPARTMENT

SHERIFF-CORONER DON BARNES

Community of Rossmoor

2020 North Patrol Bureau Activity Report

2019—2020 Yearly Comparisons

Offense 2020	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total 2020
187	0	0	0	0	0	0	0	0	0	0	0	0	0
211	0	0	1	0	0	0	0	0	0	0	0	0	1
245	0	0	0	0	0	0	1	0	0	0	0	0	1
459C	0	0	0	0	0	0	0	0	0	0	0	1	1
459R	1	0	1	1	0	1	1	0	0	0	0	1	6
459V	1	0	2	1	0	1	3	2	0	2	2	1	15
487	2	2	2	0	0	1	0	1	0	2	4	3	17
488	1	3	1	1	2	2	0	3	2	1	7	3	26
594	2	0	0	0	1	1	1	2	1	1	0	3	12
10851	0	1	0	1	0	2	0	1	2	4	2	0	13
Total	7	6	7	4	3	8	6	9	5	10	15	12	92

Offense 2019	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total 2019
187	0	0	0	0	0	0	0	0	0	0	0	0	0
211	0	0	0	0	0	0	0	0	0	0	0	0	0
245	0	0	0	0	1	0	0	0	0	0	0	0	1
459C	0	1	0	0	0	0	0	0	0	0	0	0	1
459R	0	0	0	2	1	0	0	3	0	0	0	0	6
459V	1	2	1	1	1	0	0	1	0	2	0	0	9
487	0	0	0	2	0	0	0	2	1	3	0	2	10
488	1	3	0	2	3	0	1	1	2	2	0	2	17
594	1	0	0	1	0	0	0	1	1	0	0	2	6
10851	0	1	1	0	1	0	0	1	0	0	2	0	6
Total	3	7	2	8	7	0	1	9	4	7	2	6	56

Penal Code Legend

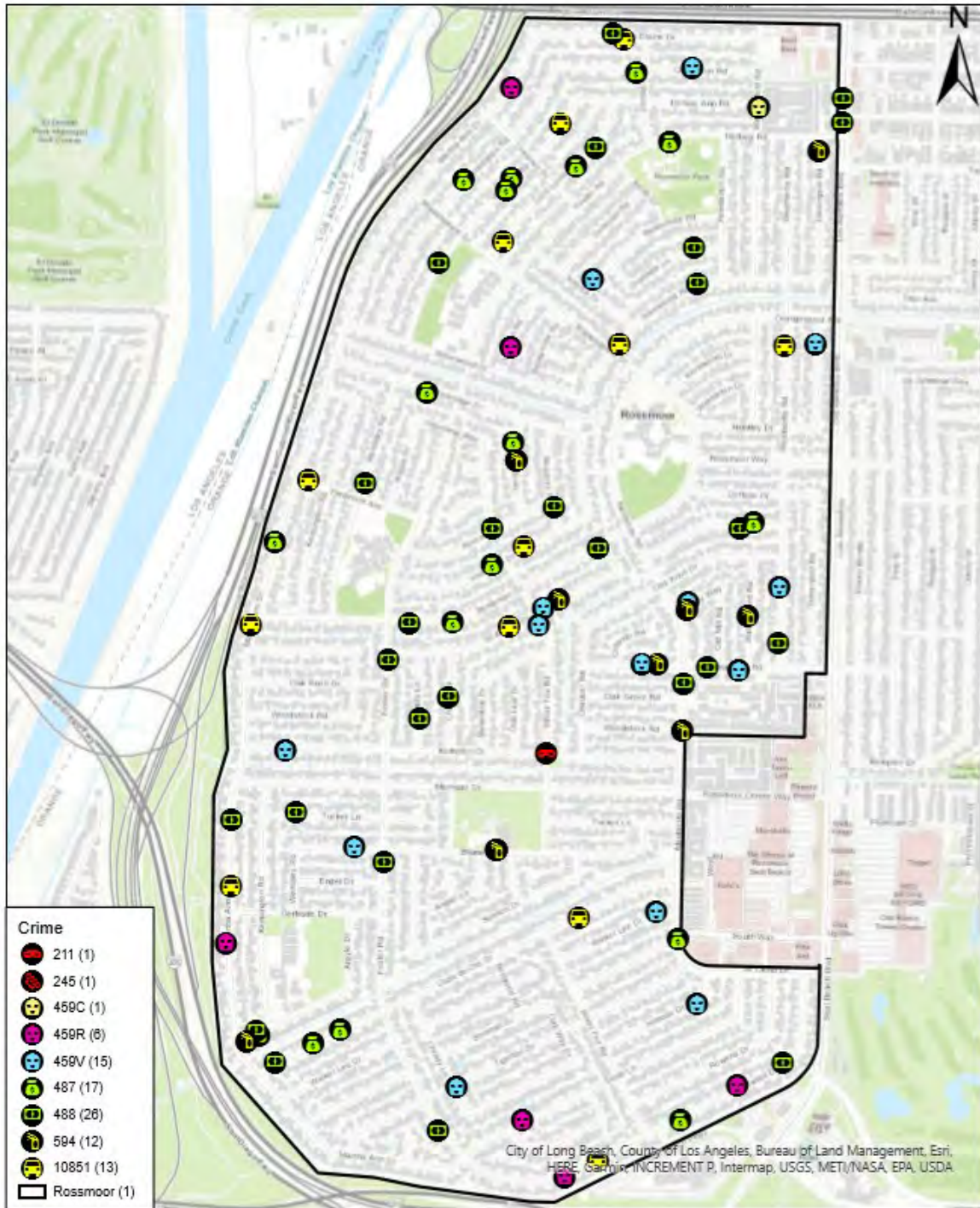
211 = Robbery	459C = Commercial Burglary	487 = Grand Theft
187 = Murder	459R = Residential Burglary	488 = Petty Theft
245 = Assault w/ deadly weapon	459V = Vehicle Burglary	VC 10851 = Stolen Vehicle
594 + Vandalism		



ORANGE COUNTY SHERIFF'S DEPARTMENT

SHERIFF-CORONER DON BARNES

Community of Rossmoor 2020 North Patrol Bureau Activity Report



Rossmoor Crimes - 2020



**ORANGE COUNTY
SHERIFF'S DEPARTMENT**

SHERIFF-CORONER DON BARNES

Community of Rossmoor

2020 North Patrol Bureau Activity Report

2019—2020 Yearly Comparisons

Calls for Service 2020			
Rossmoor*	Tustin*	Midway City*	Villa Park
2,402	2,511	7,989	3,458

2020				
Offense	Rossmoor	Tustin	Midway City	Villa Park
187	0	0	0	0
211	1	1	3	0
245	1	2	3	0
459C	1	1	4	2
459R	6	3	8	13
459V	15	3	4	1
487	17	7	0	0
488	26	17	0	0
10851	13	4	0	0
Grand Total	80	38	22	16

2019				
Offense	Rossmoor	Tustin	Midway City	Villa Park
187	0	0	0	0
211	0	0	5	0
245	1	1	7	0
459C	1	1	0	4
459R	6	5	16	6
459V	9	1	6	0
487	10	5	0	0
488	18	11	0	0
10851	6	3	0	0
Grand Total	51	27	34	10

*The statistics listed cover unincorporated patrol areas of Orange County. Villa Park is a contract city for OCSD



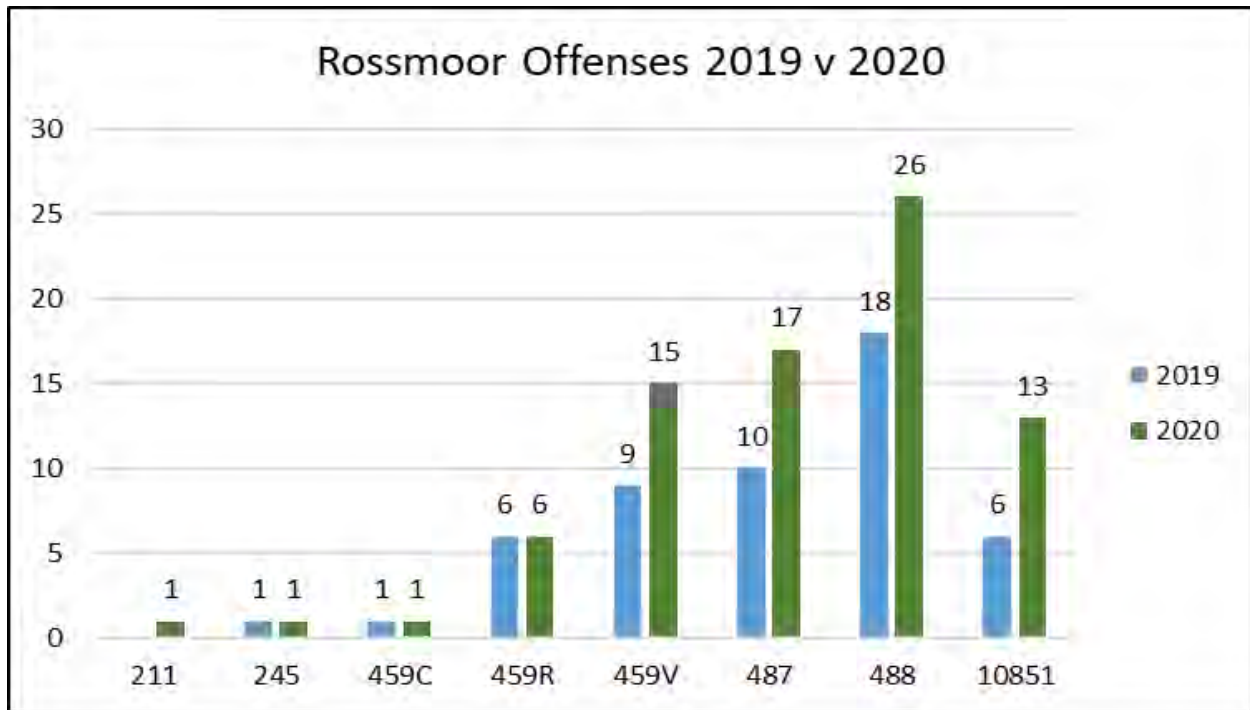
**ORANGE COUNTY
SHERIFF'S DEPARTMENT**

SHERIFF-CORONER DON BARNES

**Community of Rossmoor
2020 North Patrol Bureau Activity Report**

2019—2020 Yearly Comparisons

Change 2019 to 2020				
Offense	Rossmoor	Tustin	Midway City	Villa Park
187	0	0	0	0
211	1	1	-2	0
245	0	1	-4	0
459C	0	0	4	-2
459R	0	-2	-8	7
459V	6	2	-2	1
487	7	2	0	0
488	8	6	0	0
10851	7	1	0	0





Community of Rossmoor

2020 North Patrol Bureau Activity Report

COVID-19 UPDATE:

Please continue to do your part to reduce the spread of COVID-19 by wearing face coverings, practicing social distancing, only going out for essential services and washing your hands frequently. Avoid attending or hosting at large at home gatherings or events.

We have seen an increase in scams related to the COVID-19 pandemic. Avoid becoming a victim by not releasing personal information to unknown persons or organizations. If your unsure about a contact related to gathering your information contact law enforcement or visit the websites below.

Call the Orange County COVID-19 Hotline: 1-833-426-6411 if you have any questions.

CONTACT TRACING SCAMS

PUBLIC HEALTH OFFICIALS WILL NEVER ASK FOR YOUR:

- SOCIAL SECURITY NUMBER
- IMMIGRATION STATUS
- FINANCIAL INFORMATION

For more information visit californiaconnected.ca.gov

Under the guidance of the Centers for Disease Control, the Governor's office and the Orange County Health Care Agency, OC Parks asks that you adhere to the guidelines below in an effort to protect public health and slow the rate of transmission of COVID-19.

<p>DO'S</p> <ul style="list-style-type: none"> OBSERVE SOCIAL DISTANCING GO ON A HIKE RIDE YOUR BIKE WALK YOUR DOG RIDE YOUR HORSE READ A BOOK GO BIRDING 	<p>DON'TS</p> <ul style="list-style-type: none"> GATHER IN GROUPS HAVE A BARBECUE ENTER CLOSED AREAS PLAY ON THE PLAYGROUND WORK OUT USING PARK EXERCISE EQUIPMENT
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SOCIAL DISTANCING OF SIX FEET REQUIRED AT ALL TIMES.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-5

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ELECTION OF OFFICERS

RECOMMENDATION:

That the Board of Directors take the following actions in the order indicated:

1. Election of President – conducted by the General Manager; and
2. Election of First Vice President – conducted by the newly elected President; and
3. Election of Second Vice President – conducted by the newly elected President.

BACKGROUND:

District Policy No. 4040, Board Officers and Terms of Office, Section 4040.20 provides that the term for Board Officers shall be one year, and that the elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected.

The current officers are as follows:

Vacated by Michael Maynard, Former President
Vacated by Mark Nitikman, Former 1st Vice President
Vacated by Ron Casey, Former 2nd Vice President

ATTACHMENTS:

1. Policy No. 4040 Board Officers and Terms of Office.

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

4040.10 Board Officers: The officers of the Board of Directors of the Rossmoor Community Services District shall be the President, First Vice-President and Second Vice-President.

4040.11 Term of Office: The term for Board officers shall be one year. Elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected, or they resign, die or illness prevents further service as an officer.

4040.12 Officer Vacancy: If a Director elects to resign as an officer, he/she should immediately send a signed letter of resignation as an officer with an effective date to the General Manager or Board President who upon receipt of the letter will immediately notify all other members of the Board. Announcement of the resignation and replacement of the officer shall be done at the next regular meeting of the Board or as soon thereafter as possible.

4040.20 Board of Directors: The term of office for individual Directors is four (4) years. Normally, two or three Directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).

4040.21 Director Vacancy: If a Director elects to resign from the Board, he/she should immediately send a signed letter of resignation with an effective date to the President and General Manager who will immediately notify all other members of the Board. At the next meeting any vacancy on the Board created by a resignation, illness or death of a Director will be made public by the General Manager or the President. The Board shall determine if the vacancy is to be filled by a Board appointment or a public election within sixty (60) days of receiving the letter of resignation or the effective date, whichever is later. If a vacancy is to be filled by Board appointment, a Notice of Vacancy is to be posted at least fifteen (15) days before appointment is made at the next Board meeting, and if by election, the General Manager is to notify the Orange County Registrar of Voters within sixty (60) days of the resignation date. If appointment is made, the Registrar of Voters is to be notified within fifteen days (Cal. Govt. Code sections 1780(a) and 61225).

Adopted: December 8, 1993
 Amended: October 17, 2000
 Approved Renumbering & Format: October 8, 2002
 Reaffirmed: March 11, 2003
 Amended: April 13, 2004
 Amended: First Reading - May 9, 2006
 Amended: Second Reading and Approval - August 8, 2006

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Chris Argueta Recreation Superintendent
Subject: QUARTERLY RECREATION REPORT

RECOMMENDATION

Receive and file report.

BACKGROUND

The Quarterly Recreation Report is intended to provide the Board with the status of the activities and programs being performed in the furtherance of the District's recreation program.

ATTACHMENTS

1. Quarterly Recreation Report.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT

January 2021

SUMMARY

As the District's Recreation Department reflects on the challenging year of 2020, we also begin to look forward to a new year and what we will be able to provide for the community to enjoy. Recreation staff continues to provide a safe and clean environment for the community of Rossmoor.

Rossmoor Drive-In Movie Event

In late October we provided an opportunity for the community to come join in on some Halloween fun by bringing in a big screen for a good old fashion drive-in movie experience for the whole family to enjoy. The feature presentation for the evening was a Halloween favorite, "*Hocus Pocus*", sponsored by Memorial Care Miller Children's & Women's Hospital Long Beach. Food truck options were also available with the ability to order food from your vehicle by using a phone to help maintain distance and safety. The Youth Center also provided movie patrons with candy on the way into the parking area to enjoy during the movie.

Holiday Toy Drive

Another great year for the community holiday toy drive. This year we collaborated with the Rossmoor Homeowners Association to collect toys for the local organization the Youth Center. For this year's toy drive, we collected over 5 large boxes of toys and other gifts for the children to enjoy for the holidays.

Tree Lighting and Caroling Caravan

The Annual Rossmoor Winter Festival was not able to happen due to the county Covid-19 restrictions and guidelines for events and large gatherings. To keep the holiday spirit going in Rossmoor, the community was invited to join us for a quick tree lighting followed by a Caroling Caravan around the community with Santa, OCFA, OCSD, CHP, RHA, along with other local organizations and others from the community joining in on the fun.

As the roles and responsibilities of the Recreation Department continue to increase, staff continues to work hard and be motivated to provide a safe environment for the community. By routinely cleaning and monitoring the parks and facilities by wiping, steaming, fogging, and pressure washing frequently used areas. The Recreation Department is excited for what is in store in the new year for the community of Rossmoor and forming new partnerships, maximizing the potential to create community.

GOAL V—RECREATION: The District will endeavor to create a livable community and promote healthy lifestyles aimed at enhancing the quality of life through use of recreational activities

Objective 1 Special Events: The District offered a Halloween themed drive-in movie experience for the community. As well as a tree lighting at Rush Park, along with a caroling caravan around the community. Once again, toys and unused items were collected for the local organization the Youth Center to distribute to kids in need. Planning and meetings are underway for future events allowed under current COVID-19 county guidelines for events.

Objective 2 Recreation/Athletic Facilities: The Rossmoor Park Community Center is currently being utilized by the Youth Center's R.A.S.C.A.L.S. after school program and The Children's Garden pre-school program is currently utilizing the Montecito Center. LAGSL continues to utilize the fields for practice and skill training and in compliance with the current MOU. Different ways to provide better security and safety for all at Rossmoor Park are in progress by district staff.

Objective 3 Accessibility of Recreation/Athletic Facilities: Recreation staff is researching ideas for future revenue sharing programs and class offerings to the community.

Objective 4 User Fees-Recreation/Athletic Facilities: Recreation staff is monitoring compliance of MOU's and Contract Services Agreements (CSA's) for commercial use of District Property, are being upheld.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: SPECIAL BOARD MEETING MINUTES OF DECEMBER 2, 2020

RECOMMENDATION:

Approve the Minutes of the Special Meeting of December 2, 2020 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of December 2, 2020 as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Special RCSD Board Meeting Minutes of December 2, 2020



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

SPECIAL MEETING

**Wednesday, December 2, 2020
7:00 p.m.**

Rush Park Auditorium
3021 Blume Drive, Rossmoor, CA 90720

A. ORGANIZATION

1. CALL TO ORDER: 7 p.m.

2. ROLL CALL: Directors Barke, Casey, DeMarco, Nitikman
President Maynard
General Manager Joe Mendoza
General Counsel Tarquin Preziosi (via teleconference)

3. PLEDGE OF ALLEGIANCE: Director Casey

4. PUBLIC COMMENTS

B. SPECIAL CALENDAR:

1. Approval of a Special Services Agreement with the Pun Group LLC to perform accounting related services.

Motion by President Maynard, seconded by Director Barke, to approve a Special Services Agreement with the Pun Group LLC to perform accounting related services for a one year period. The motion passed 5-0.

2. Approval of an Agreement with employee Kathleen Bell regarding severance compensation and related matters.

Motion by Director De Marco, seconded by President Maynard, to approve a settlement agreement and general release between the Rossmoor Community Services District and Kathleen Bell. The motion passed 5-0.

3. Approval of a revised Organizational Chart to reflect proposed changes to the District's accounting structure.

The Board directed the General Manager to bring back an updated version of the Organizational Chart at a future date to incorporate adjustments that are in the process.

C. ADJOURNMENT:

President Maynard adjourned the special meeting at 8:30 p.m.

SUBMITTED BY:

**Joe Mendoza
General Manager**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1b.

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Liz Deering
Subject: REGULAR BOARD MEETING MINUTES OF DECEMBER 8, 2020

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of December 8, 2020 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of December 8, 2020 as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Regular RCSD Board Meeting Minutes of December 8, 2020



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, December 8, 2020

A. ORGANIZATION:

1. CALL TO ORDER: 7:02 P.M.

- 2. ROLL CALL:** Directors Barke, DeMarco, Rips, Searles
Acting President Nitikman

3. PLEDGE OF ALLEGIANCE:

4. PRESENTATIONS:

**a. PROCLAMATION OF APPRECIATION TO OUTGOING BOARD PRESIDENT
MICHAEL MAYNARD PRESENTED BY ACTING PRESIDENT MARK
NITIKMAN**

Acting President Mark Nitikman recognized outgoing Board President Michael Maynard for his service to the Rossmoor Community Services Board of Directors (RCSD) and presented him with a proclamation. Acting President Nitikman also presented recognitions provided by the City of Los Alamitos and Assemblymember Tyler Diep. A photo book of highlights of President Maynard's service was also presented on behalf of the RCSD Board and staff.

**b. PROCLAMATION OF APPRECIATION TO OUTGOING BOARD PRESIDENT
MICHAEL MAYNARD BY TIM WHITACRE, DISTRICT DIRECTOR TO
SUPERVISOR MICHELLE STEEL**

District Director Tim Whitacre presented a Proclamation of Appreciation on behalf of Supervisor Michelle Steel to outgoing President Michael Maynard and thanked him for his dedication and outstanding service to the Rossmoor Community Services District.

c. ASSEMBLYMEMBER JANET NGUYEN

Assemblymember Janet Nguyen referenced a Proclamation of Appreciation that is being prepared for outgoing President Michael Maynard and praised him for his service and dedication to the District.

5. CERTIFICATION OF ELECTION AND SWEARING IN OF NEWLY ELECTED BOARD MEMBERS

Assemblymember Janet Nguyen conducted the Oath of Office Ceremony to newly elected Board Members Tony DeMarco, Jeffrey Rips and Nathan Searles. Mari Barke conducted the Oath of Office for Director Jeff Barke.

B. ADDITIONS TO AGENDA: None

C. PUBLIC FORUM:

Assemblymember Janet Nguyen expressed her appreciation for the long-standing relationship she has with the RCSD. She indicated her Assembly office is being set up and she looks forward to serving the District.

Tim Whitacre provided the community with an update on potential changes to the Rossmoor Street Sweeping schedule as this matter continues through the County of Orange approval process.

D. REPORTS TO THE BOARD:

1. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

On behalf of Park Superintendent Omero Perez, General Manager Joe Mendoza reported on the parks and maintenance activity for the quarter. The report was received and filed.

2. REPORT OF THE TREE COMMITTEE REGARDING THEIR NOVEMBER 12, 2020 MEETING

The General Manager reported on the Tree Committee Meeting of November 12, 2020. He stated that the Board had recently hired an Administrative Hearing Officer to manage Administrative Citations. Discussion ensued relative to the Hearing Officer. The report was received and filed.

3. REPORT OF THE TRAFFIC SAFETY ADVISORY AD HOC COMMITTEE REGARDING THEIR NOVEMBER 24, 2020 MEETING

The General Manager presented a PowerPoint presentation to the Board submitted by Orange County Traffic Commission. He updated the Board on the official responses to its request for various traffic mitigation measures on Montecito Road and Tigertail Road. Discussion ensued. Director De Marco made a motion to concur with the Traffic Safety Advisory Ad Hoc Committee's recommendation and to approve the OC Traffic Commission recommendations for item numbers 1-4 that include larger stop signs along Montecito Road, adding reflective tape to the stop sign posts, scheduling the portable Radar Speed Feedback Sign trailer throughout the year within RCSD, and identify sites along Tigertail Drive for potential installation of permanent Radar Speed Feedback Signs; and seek more information on item number 5, including data, local community samples to view, and request any temporary striping that could be tried. The motion was seconded by Director Rips and passed unanimously. The Board also directed the General Manager to obtain input from the RHA Board, perhaps through another Traffic Safety Advisory Ad Hoc Committee meeting.

4. CONSIDERATION FOR NAMING AN HONORARY BOARD DIRECTOR EMERITUS AND/OR PRESIDENT EMERITUS

It was the consensus of the Board that outgoing Board Members had always been sufficiently honored and bestowing Emeritus status was unnecessary. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES OF THE REGULAR BOARD MEETING—November 10, 2020

1b. MINUTES OF THE SPECIAL BOARD MEETING—November 10, 2020

Motion by Director DeMarco and seconded by Director Barke to approve the items on the Consent Calendar as submitted. Motion passed 3-0-2, with Director Rips and Director Searles abstaining.

F. PUBLIC HEARING: None

G. RESOLUTIONS:

1. RESOLUTION NO. 20-12-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES REJECTION OF GOVERNMENT CLAIM

Approve by roll call vote, Resolution No. 20-12-08-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT REJECTION OF GOVERNMENT CLAIM

Discussion ensued. Motion by Director DeMarco, seconded by Director Barke to approve Resolution No. 20-12-08-01. The motion passed by roll call vote 5-0.

ORDINANCES: None

H. REGULAR CALENDAR:

1. INTRODUCTION OF AN AMENDMENT TO POLICY NO. 5030 TO ALLOW FORMER BOARD DIRECTORS TO BE APPOINTED TO SERVE ON THE VARIOUS DISTRICT COMMITTEES AND AS REPRESENTATIVES OF THE BOARD TO OUTSIDE AGENCIES

Motion by Director DeMarco, seconded by Director Barke, to approve first reading of amendment to Policy No. 5030 to allow residents including former Board Directors to be appointed to serve on various District Committees and as representatives of the Board to outside agencies; and direct staff to encapsulate the discussion and make recommendations to come back to the Board with stipend language and a survey of surrounding agencies and similar districts as to whether they have policies in place to pay stipends to non-voting members or resident members of committees, for second reading at January 2021 meeting. Motion passed 4-1, with Director Rips voting No.

I. GENERAL COUNSEL ITEMS: None

J. GENERAL MANAGER ITEMS:

General Manager Joe Mendoza reported that The Trunk Project along Los Alamitos Boulevard and Seal Beach Boulevard (manhole covers) will be scheduled by Orange County Public Works (OCPW). Construction is scheduled to begin summer 2021. OCPW and has created a resolution that is being reviewed by OCPW and the Orange County Second District Board Office to be presented to the Orange County Board of Supervisors in December 2020 for adoption. He stated that he provided a letter to the City of Seal Beach and OC Public Works notifying them of the RCSD Board's decision not to modify the striping configuration of the intersection at Seal Beach Boulevard and St. Cloud Drive. Both agencies have acknowledged that the project has dissolved. Due to Orange County being moved back to the purple zone recently, the District has been impacted by churches again moving outdoors. Staff will keep the Board and the District website updated to provide residents with the most current information possible. RCSD staff is preparing forms to submit for reimbursement from the Per Capita Grant for the Rush Park parking lot project and requesting funding approval for a future shade canopy at Rossmoor Park. The General Manager is working with the California Joint Powers Insurance Authority (CJPIA) to schedule annual RCSD Board of Directors and staff trainings and will present a schedule to the Board at the January 2021 Board meeting. The report was received and filed.

K. BOARD MEMBER ITEMS:

Director DeMarco thanked Assemblymember Janet Nguyen for conducting the swearing in ceremony. He praised the Rossmoor Holiday Tree Lighting and Caroling Caravan event, adding that he hoped to have the Rossmoor Winter Festival back next year. He encouraged motorists to be mindful of the 25 mph speed limit in Rossmoor.

Director Rips stated that he had the utmost respect for former RCSD Board Members Michael Maynard and Ron Casey. He remarked that it was great to see the Christmas Tree Lighting and Caroling Caravan event and hopes it will continue next year. Director Rips opined that he would like to see a broader representation of community holidays next year and encouraged everyone to appreciate all they have.

Director Searles thanked Assemblymember Janet Nguyen for her attendance tonight. He thanked outgoing Board Members Michael Maynard and Ron Casey for their many years of service. He echoed his fellow colleagues' praise of the Christmas Tree Lighting Caravan Event. Director Searles added that he looked forward to working with his fellow Board Members

President Nitikman thanked outgoing Board Members Michael Maynard and Ron Casey for their many years of service and stated they would be missed. He praised RCSD staff for organizing a successful Christmas Tree Lighting event. He added that he looked forward to working with his fellow Board Members and wished everyone Happy Holidays.

Director Barke welcomed all the new Board Members and wished everyone Happy Holidays.

L. CLOSED SESSION: None

M. ADJOURNMENT:

Motion by Director Nitikman seconded by Director DeMarco, to adjourn the regular meeting at 10:20 p.m. Motion passed 5-0.

SUBMITTED BY:
Joe Mendoza
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: January 12, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
SUBJECT: RESOLUTION NO. 21-01-12-01 LIST OF OFFICIALS
AUTHORIZED TO TRANSACT BUSINESS WITH THE
DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

RECOMMENDATION:

Approve by roll call vote, Resolution No. 21-01-12-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT'S INVESTMENTS, SAVINGS OR OTHER FINANCIAL ACCOUNTS.

BACKGROUND:

The District elects new Board officers in the month of January. This necessitates updating the District's banking signature forms authorizing new officials to transact business with its financial institutions which house the District's investments, savings, and other financial accounts. Attached is a list of proposed officials for such authorization.

ATTACHMENTS:

1. Resolution No. 21-01-12-01
2. List of Officials Authorized to Transact Business with the District's Banks and other Financial Institutions.
3. Policy No. 4055 District Bank and Investment Accounts.

RESOLUTION NO. 21-01-12-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT’S INVESTMENTS, SAVINGS, OR OTHER FINANCIAL ACCOUNTS

WHEREAS, the Rossmoor Community Services District did hold elections for new Board officers at its Regular Meeting on January 12, 2021.

WHEREAS, those Board officers assumed their elective duties at its Regular Meeting on January 12, 2021.

WHEREAS, District Policy No. 4055 Authorized Signatures for Bank Accounts designates the Board President, 1st Vice President, 2nd Vice President, and General Manager as authorized to sign checks.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District hereby designates those persons identified on the attached Exhibit “A” to transact business with financial institutions which house the District’s funds.

BE IT FURTHER, RESOLVED, that the Board of Directors of the Rossmoor Community Services District hereby designates the District’s General Manager, District’s Administrative Assistant and Kenneth H. Pun, CPA, CGMA, Managing Partner of The Pun Group LLC as authorized to have access to transfer funds to and from the District’s financial accounts.

AYES: Jeff Barke, Tony DeMarco, Mark Nitikman, Jeffrey Rips, Nathan Searles

NOES:

ABSENT:

ABSTAIN:

PASSED, SIGNED, AND ADOPTED this 12th day of January 2021.

By: _____
President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

EXHIBIT A

LIST OF DISTRICT OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

- PRESIDENT
- 1ST VICE PRESIDENT
- 2ND VICE PRESIDENT
- GENERAL MANAGER JOE MENDOZA
- DISTRICT'S ADMINISTRATIVE ASSISTANT ELIZABETH DEERING
- DISTRICT'S ADMINISTRATIVE ASSISTANT AND KENNETH H. PUN, CPA, CGMA, MANAGING PARTNER OF THE PUN GROUP LLC (ACCESS ONLY)

Rossmoor Community Services District

Policy

No. 4055

DISTRICT BANK AND INVESTMENT ACCOUNTS

4055.10 Authorized Signatures For Bank and Investment Accounts: Each District bank account opened or closed shall require two signatures from official signatories. Each investment account opened or closed shall require two signatures from official signatories unless it is a maturing (closed) time certain investment e.g. CD.

4055.11 Investment Account Approvals: Any transaction involving a District investment account other than LAIF, shall have been reviewed by the Investment Committee and approved by the Board.

4055.12 Payment Signing Approvals: Two signatures from official signatories shall be required on all payments issued by the District, either on actual checks or other documentation supporting the amount paid out.

4055.20 Official Signatories: The following named officials of the District are authorized signatories: President, 1st Vice President, 2nd Vice President and General Manager.

4065.30 Proceeds from Closed Accounts: Any proceeds from a closed banking account, investment account and interest or dividend payment shall be immediately deposited into the District's checking or LAIF account.

4055.40 Reinvestment of Funds from a Closed Account: As soon as practicable thereafter, the Investment Committee shall meet *and* recommend to the Board the *reinvestment* of proceeds *and* other monies from a closed account. The Board shall determine the final placement of such funds.

Adopted: Resolution 87-5, January 28, 1987
Approved renumbering & format: October 8, 2002
Reaffirmed: June 10, 2003
Amended: July 12, 2005
Amended: July 13, 2010
Amended: July 13, 2010
Amended: November 11, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: January 12, 2021

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: INTRODUCTION OF AN AMENDMENT TO POLICY NO. 5030 TO ALLOW THE BOARD PRESIDENT TO APPOINT RESIDENTS INCLUDING FORMER DIRECTORS TO SERVE ON COMMITTEES AND AS REPRESENTATIVES OF THE BOARD TO OUTSIDE AGENCIES AND TO ALLOW THE BOARD TO AUTHORIZE REMUNERATION TO RESIDENT APPOINTEES.

RECOMMENDATION

It is recommended that the Rossmoor Community Services (RCSD) Board of Directors review the draft amended Policy No. 5030 and take action as appropriate regarding allowing residents, including former Board Directors, to serve on various committees and as representatives to outside agencies. Such appointees would be non-voting members, except for those appointed to advisory committees (in keeping with the current provisions of section 5030.23). In addition, as drafted, the amendments would allow the Board of Directors to adopt a resolution to provide for payment of compensation, on a per committee basis, to all non-Board members appointed to that committee.

BACKGROUND

At the December 8, 2020 RCSD Board of Directors meeting, the Board considered first reading for this item. Discussion ensued regarding allowing former Board Directors as well as residents to be appointed to serve on various District Standing and Ad Hoc Committees and as representatives of the Board to outside agencies. Because of the lengthy discussion and amendments to the original motion, staff recommends that the revisions to Policy No. 5030 as prepared by General Counsel following the December 8, 2020 meeting be considered for introduction (first reading) at tonight's meeting.

The Board also directed that staff conduct a survey of surrounding agencies and similar districts as to whether they have policies in place to pay stipends to non-voting members or resident members of committees and bring back options regarding stipend language for the Board to consider if desired.

INFORMATION

As directed, the General Manager conducted a survey regarding the use of stipends in neighboring cities and other districts in Orange County. The following chart outlines the results of the survey.

Survey of Agencies – Compensation/Stipend

Agency	Elected Official (Council or Board)	Commissions or Committees
Capistrano Bay Community Services District	\$600/annually	No Stipend
City of La Palma	\$300/month	No Stipend
City of Los Alamitos	No Stipend	No Stipend
City of Seal Beach	\$600/month	\$60 Per/Planning Commission Meeting No Stipend for other Commissions/Committees
City of Villa Park	No Stipend	No Stipend
Emerald Bay Services District	\$100/meeting	No Stipend
Rossmoor Community Services District	\$100/Board meeting \$100/Standing Committee meeting \$50/Ad Hoc Committee meeting	No Stipend
Surfside Colony Community Services District	No Stipend	No Stipend
Three Arch Bay Community Services District	No Stipend	No Stipend

This combination of cities and special districts represent a good cross-section that is comparable to the Rossmoor Community Services District.

The decision before the Board is whether to amend Policy No. 5030 to allow individuals from the community (including former Board Directors) to be appointed to various Standing and Ad Hoc Committees, as well as outside agencies. Additionally, the amendments would allow – but not require - the Board to create a stipend for such appointees. If the Board wishes to actually create a stipend at this time, following such direction from the Board, staff would return at the following meeting with a opposed resolution.

ATTACHMENTS

1. Rossmoor Community Services District Committee Assignments 2020 (assigned by President Michael Maynard)
2. Rossmoor Community Services District Policy No. 5030 – DRAFT redline version with proposed revisions by General Counsel



ROSSMOOR COMMUNITY SERVICES DISTRICT
3001 Blume Drive, Rossmoor, CA 90720

COMMITTEE ASSIGNMENTS 2020
President Michael Maynard

STANDING	
Audit Committee	<i>Mark Nitikman-C, Ron Casey</i>
Budget Committee	<i>Tony DeMarco-C, Michael Maynard</i>
Investment Committee	<i>Jeff Barke-C, Ron Casey</i>
CIP Committee	<i>Ron Casey-C, Mark Nitikman</i>
Parks/Facilities Committee	<i>Michael Maynard-C, Tony DeMarco</i>
Tree Committee	<i>Mark Nitikman-C, Jeff Barke</i>

AD HOC	
Rossmoor Advisory Committee (RAC)	<i>Michael Maynard-C, Tony DeMarco</i>
RCSD/RHA Liaison	<i>Jeff Barke-C, Mark Nitikman</i>
Mayor's Consortium Representative	<i>Michael Maynard -C, Mark Nitikman</i>
ISDOC Representative	<i>Ron Casey, n/a</i>
WCC/OCTA Representative	<i>Ron Casey, n/a</i>
Los Alamitos Unified School District (LAUSD)	<i>Tony DeMarco-C, Jeff Barke</i>
CommunityTraffic/Safety Advisory Committee	<i>Tony DeMarco-C, Jeff Barke +(2) RHA, (2) LAUSD, (2)Residents</i>
Legislative Affairs Committee	<i>Mark Nitikman-C, Michael Maynard Jeff Barke-Alternate</i>
Organizational Committee	<i>Michael Maynard-C, Mark Nitikman</i>

DORMANT AD HOC	
Shops at Rossmoor	<i>No Members</i>
Rossmoor Trades	<i>No Members</i>

Rossmoor Community Services District

Policy No.

5030

COMMITTEES OF THE BOARD OF DIRECTORS

5030.00 Appointment of Standing Committees: The Board President shall appoint such standing committees as called out in Board policies. The duties of the standing committees shall be outlined in specific Board policies relating to the function of said committees.

5030.10 Appointment of Temporary Ad Hoc Committees: The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

5030.20 Committee Categories: The categories of committees are as follows:

5030.21 Standing Committees: Standing committees are those bodies which are called out in other Board policies as having specific and ongoing duties and responsibilities.

5030.22 Temporary Ad Hoc Committees: Temporary Ad Hoc committees are those bodies which are appointed by the Board President for a specific study or task, which is temporary in nature, and which is disbanded at the conclusion of the stated study or task and a final report has been submitted to the Board.

5030.23 Advisory Committees: The Board President may appoint any of its members to serve on Board advisory committees or as representatives to other public agencies or organizations.

5030.30 Committee Meetings: No more than two Board members may serve on any one committee. All committees of the Board are subject to the Brown Act, thus such committee meeting agendas must be posted in a manner similar to Board Agendas. Committee meetings are subject to the open meeting requirements of the Brown Act.

5030.40 Report to the Board: Under Board Member items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official including temporary ad hoc or advisory committees.

5030.50 Committee Code of Conduct and Rules of Order: To the extent practicable, Committee meetings should conform to Board Policy No. 5110 and No. 5120.

5030.60 Scheduling of Committee Meetings: In those instances when a Committee meeting cannot be scheduled to meet the Board Agenda deadline due to the unavailability of a Committee member, the General Manager and/or the President may elect to bring a matter requiring Board action directly to the Board at their next Regular or Special meeting.

5030.70 Appointment of Non-Board Members to Committees. The Board President may appoint to any Committee set forth in Section 5030.20 one or more current residents of the District, including but not limited to former members of the Board. Such resident appointees shall be in addition to the Board member appointees and may serve as representatives to other public agencies or organizations in the discretion of the Board President, but shall be non-voting members and shall not count for establishing a quorum of any Committee to which they are appointed, except for Advisory Committees. The Board of Directors may by resolution provide for payment of compensation, on a per Committee basis, to all non-Board members appointed to that Committee.

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Approved renumbering & format: October 8, 2002
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Amended: December 14, 2010
Amended September 8, 2015
Amended _____, 2021

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