



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, February 12, 2013

A. ORGANIZATION

1. CALL TO ORDER: 7:01 P.M.

**2. ROLL CALL: Directors Coletta, Casey, Kahlert, Rips,
President Maynard**

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. OCSD Juliana Webb: Annual/Quarterly Crime Statistics

Deputy Webb reported that there had been an area wide increase in burglaries; many of which were “smash-and-grab” vehicle burglaries and home burglaries using the distraction method. She recommended residents call law enforcement whenever they observe any suspicious activity and also if they see anyone going through the garbage on trash day. Many burglars use this as a distraction method to case residences. She stated that there is an Orange County Ordinance prohibiting the removal of recyclable materials from the trash. Discussion ensued relative to crime statistics, crime in surrounding communities and future reporting software capabilities. Deputy Webb stated that similar crimes were also occurring in nearby communities and were not specific to Rossmoor. The report was received and filed.

b. President Michael Maynard: Proclamation Weaver Elementary School

**THIS ITEM WAS POSTPONED TO A LATER TIME ON THE AGENDA UPON
THE ARRIVAL OF WEAVER SCHOOL PRINCIPAL ERIN KOMINSKY**

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM

Eagle Scout Michael Williamsen reported on his proposal to replace the foliage and landscaping at the Rossmoor triangle location with drought resistant plants and materials.

He stated that his Xeriscape solution would eliminate the need to replace the existing irrigation box thereby saving the District considerable expense.

President Maynard stated that he used to be an Eagle Scout himself and was in support of the project. He referred Mr. Williamsen to staff for further research and development and requested that the item be brought back to the Board for its consideration at a later date.

LAGSL Neighborhood Liaison Chad Stewart reported to the Board on the upcoming Spring Ball Season. He stated that softball registration is down, but the league was doing well overall. He had comments relative to the League MOU, stating that so far there were no issues with neighbors and no complaints.

Dorothy Fitzgerald announced the upcoming RHA-sponsored Contractors State License Board Meeting on Thursday, February 21st from 7 to 9 p.m. in the Rush Park Auditorium.

Beverly Houghton reminded the community about the upcoming Rossmoor Community Festival on Sunday, May 5th at Rush Park. She stated that there would be great food and activities, the We Care High Heel Dash, car show and the dog parade. She added that vendors who wished to apply could do so via the Rossmoor Homeowner's Association website.

D. REPORTS TO THE BOARD

1. ADDITIONS TO FY 2012-2013 CAPITAL IMPROVEMENT PROJECT LIST

Recommendation for discussion and possible action on the report of the Public Works/CIP Committee recommending revised project list and proposed inclusion in the Mid-Year Budget Adjustment.

General Manager Chris Montana reported that the Public Works/CIP Committee met on January 22, 2013 to review the current state of the District's FY 2012-2013 CIP project list and Fund 40 budget. The Committee discussed the addition of three new projects to the Project List. These included the Rossmoor Park Remote Lighting Project at an estimated cost of \$8,500, the Paperless Agenda/iPad Project at an estimated cost of \$5,279, and the Security Cameras Project, with a To-Be-Determined estimated cost. Discussion ensued relative to said projects. President Maynard and Director Kahlert had questions relative to the paperless agenda cost analysis and return on investment chart. Director Casey had questions relative to Bring-Your-Own-Device options. Administrative Assistant Liz Deering stated that after the first year, the District should see a significant cost benefit if the paperless solution is adopted. She also recommended the District purchase the tablet devices for uniformity and security reasons and enact a strong policy prior to the purchase. She recommended that District devices be used solely for work-related purposes; keeping personal data separate. Director Coletta had questions relative to security cameras and funding options.

Motion by Director Coletta, seconded by Director Rips to accept the revised project list of the CIP Committee and proposed inclusion in the Mid-Year Budget Adjustment. Motion passed 5-0. The report was received and filed.

2. COMMITTEE REPORTS RE: FY 2012-2013 MID-YEAR BUDGET ADJUSTMENTS

Recommendation for discussion and possible action on the recommendations of the Budget and the Public Works/CIP Committees recommending approval of FY 2012-2013 Mid-year Budget Adjustments.

General Manager Montana reported that, in accordance with policy, the Budget Committee met on January 31, 2013 to review the current state of the District's Budget and make recommendations to the Board regarding Mid-Year Adjustments. The committee recommended the following:

1. Authorize General Manager to make adjustments to Funds 10, 20 and 40 budgets to account for estimated increases/reductions in expenditures and/or revenue and accepted recommended adjustments to the above Item D-1 CIP project list, as detailed in the adjusted budget report provided in the agenda packet.

Regarding the recommendations of the District's Auditor for inter-fund transfers, the Committee made the following inter-fund adjustments: Transfer \$240,000 from Fund 20 to Fund 10 as unpaid administrative costs associated with management of the Bond Fund payments.

2. The District's Policy No. 3020 Budget Preparation Adoption and Revision requires that the Mid-Year Budget Adjustments be approved by Resolution. Agenda Item G-1 incorporates that requirement. Approve Resolution No. 13-02-12-01 at the appropriate time on the Agenda.

Motion by Director Coletta, seconded by Director Rips to authorize the General Manager to make adjustments to Fund 10, 20 and 40 budgets to account for estimated increases/reductions in expenditures and/or revenue, include recommended adjustments to the CIP project list, to include the transfer of \$240,000 from Fund 20 to Fund 10 as repayment for unpaid administrative costs associated with management of the Bond Fund payments; and to approve Resolution No. 13-02-12-01 at the appropriate time on the Agenda. Motion passed 5-0.

3. DISCUSSION WITH GENERAL MANAGER RE: REPORT ON DISTRICT INVESTMENTS

Recommendation for discussion and possible action on the recommendations of the Investment Committee regarding the District's matured investment.

General Manager Montana reported that on January 21, 2013 the Committee met to discuss investment options for a maturing GE Bond in the amount of approximately \$102,581. Due to current market conditions, the Committee had to weigh options between low yield, safety and liquidity versus a slightly higher yield, modest risk and low liquidity. Based on this information, it is the Committee's recommendation to the Board that the investment of \$102,581 be invested in the District's LAIF account until the investment climate improves. The advantages of LAIF are as follows: The investment is totally liquid, with no early withdrawal penalties, it is safe (no loss of principal), its rate of return is 0.326% which is slightly higher than current money market accounts.

Discussion ensued relative to CD interest rate gain as compared to the liquidity of LAIF. Director Rips requested that on page 157 and page 219 of the report, the name Henry Taboada be replaced with Chris Montana as the authorized caller. The General Manager stated that said request was already in the process of being done. Motion by Director Kahlert, seconded by Director Rips to adopt the Investment Committee's recommendation that the investment of \$102,581 be invested in the District's LAIF account until the investment climate improves. Motion passed 5-0.

ITEM A-4 b. PRESIDENT MAYNARD: PROCLAMATION WEAVER ELEMENTARY SCHOOL WAS ACTED UPON AT THIS TIME

President Michael Maynard presented Weaver Elementary School Principal Erin Kominsky with a Proclamation for Educational Excellence. He stated that the Orange County Register had designed Weaver Elementary School as number five of all Orange County's Elementary Schools, and the only school included in the top ten for all five years of the ranking's history. Principal Kominsky accepted the award on behalf Weaver Elementary School. Applause ensued.

E. CONSENT CALENDAR

Director Casey requested that Item E-4 be pulled from the agenda at this time.

1a. MINUTES-REGULAR BOARD MEETING OF JANUARY 8, 2012

2. DECEMBER 2012 REVENUE AND EXPENDITURE REPORT

3. QUARTERLY STATUS REPORT

4. QUARTERLY RECREATION REPORT

Director Casey had questions relative to the proposed sponsorship and fundraising policy, the upcoming Rossmoor Community Festival and current County permitting requirements. The Recreation Superintendent stated that currently the District does not have a policy for sponsorship and fundraising and recommends that one be developed; She explained that one advantage of having food trucks (besides their popularity) at this year's community festival, is that they are already licensed and cleared by the health department. Director Coletta had questions relative to whether or not the District's

community branding efforts and superb suburb designation have increased the desirability of Rossmoor as a place to visit and do business. Emily Gingras stated that she received almost daily requests from bands who wanted to be booked and featured in Rossmoor's summer concert series.

5. QUARTERLY TREE REPORT

The Consent Calendar Items were voted upon at this time. Item E-1a. Minutes of January 8, 2013 were approved 4-1. President Maynard abstained from the vote as he was not present at the January 2013 meeting.

Items E-2, E-3, E-4 and E-5 on the consent calendar were unanimously approved as submitted, 5-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION No. 13-02-12-01 ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR FISCAL YEAR 2012-2013 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

Approve Resolution No. 13-02-12-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR THE FISCAL YEAR 2012-2013 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

Discussion ensued. Resolution No.13-02-12-01 Establishing the Annual Budget Revenues and Expenditures Mid-Year Budget Adjustment Total Amounts for Fiscal Year 2012-2013 For The Rossmoor Community Services District was unanimously approved by roll call vote 5-0.

2. RESOLUTION NO. 13-02-12-02 REJECTION OF GOVERNMENT CLAIM

Approve by roll call vote, Resolution No.13-02-12-02 by reading the title only and waiving further reading as follows:

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

Discussion ensued. Resolution No.13-02-12-02 Rejection of Government Claim was unanimously approved by roll call vote 5-0.

3. RESOLUTION NO. 13-02-12-03 ADOPTING AN AMENDED CONFLICT OF INTEREST CODE

Approve Resolution No. 13-02-12-03 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ADOPTING AN AMENDED CONFLICT OF INTEREST CODE PURSUANT TO THE POLITICAL REFORM ACT OF 1974

Discussion ensued. Resolution No.13-02-12-03 A Resolution of The Board of Directors of The Rossmoor Community Services District Adopting an Amended Conflict of Interest Code Pursuant to the Political Reform Act of 1974 was unanimously approved by roll call vote 5-0.

H. REGULAR CALENDAR—None

I. GENERAL MANAGER ITEMS

General Manager Montana reported on her meeting with President Maynard and Los Alamitos Unified School District Superintendent Dr. Sherry Kropp. She discussed the fact that as a Special District without latent powers for law enforcement, Rossmoor was prohibited from making a monetary donation towards the funding of a School Resource Officer as the school district was requesting.

The General Manager also announced that there would be no street sweeping service this Monday, February 18th due to the holiday and that there would be a makeup day the following Monday.

J. BOARD MEMBER ITEMS

President Maynard thanked former President Coletta for his leadership and guidance and added that he had provided an excellent example and clear direction for the District going forward. He also announced the new committee assignments for 2013.

Director Coletta congratulated Administrative Assistant, Liz Deering on her thoroughly researched and comprehensive Paperless Agenda Report. He stated that whether or not the project moved forward, he wanted to recognize all of the hard work that had been done to inform the Board. Director Coletta had questions relative to the community security camera project and whether or not the County would be willing to contribute to its funding. Internal Affairs Consultant Henry Taboada stated that the Orange County Sheriff's Department had already expressed an unwillingness to partner with the project due to community privacy concerns.

Director Casey reported on his recent attendance at the ISDOC quarterly meeting. He stated that there was a long list of initiatives being considered by the current board; one of which was the conversion of the old Santa Ana Bus Terminal into a homeless shelter. He added that LAFCO's aspirations seemed to be as a resource rather than an enforcement entity, which seemed hopeful for Rossmoor and other Special Districts. He stated that the future community model seemed to be in favor of more unincorporated, well-managed special districts like Rossmoor. In conclusion he congratulated Michael Maynard on being elected President.

Director Kahlert congratulated RCSD Recreation Staff on their help and professionalism at the Rush Park LAGSL Carnival this past weekend. Going forward he requested that one of the League representatives provide a monthly update relative to league events, activities and MOU issues at District board meetings. He thanked Liz Deering for the informative cost analysis contained in the paperless agenda report. Finally, he requested that an Orange County Sheriff's Deputy attend and remain for the duration of all future board meetings.

K. CLOSED SESSION—None

L. ADJOURNMENT

Motion by Director Casey, seconded by Director Rips to adjourn the regular meeting at 8:17 p.m. Motion passed 5-0.

SUBMITTED BY:

**Chris Montana
General Manager**