



**APPROVED**  
by RCSD Board February 9, 2010

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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, January 12, 2010**

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**A. ORGANIZATION**

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

**2. ROLL CALL: Directors Joel Rattner, Shannon Hough, Ron Casey, Jeffrey Rips,  
President Alfred Coletta**

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS:**

a. President Alfred Coletta (2009) State of the District Address

President A. Coletta presented the 2009 State of the District Address accompanied by a PowerPoint Presentation.

**5. ELECTION OF OFFICERS:**

The results of the election were as follows: Shannon Hough was elected President of the Board of Directors, Jeffrey Rips was elected 1<sup>st</sup> Vice President, and Ron Casey was elected 2<sup>nd</sup> Vice President.

Newly elected President Shannon Hough presided over the remainder of the meeting.

**B. ADDITIONS TO AGENDA – None**

**C. PUBLIC FORUM-None**

RHA President, Milt Houghton congratulated newly elected President Shannon Hough and stated that he would like to fuel the momentum toward building a positive working relationship between the RHA and RCSD. He stated that he looked forward to the next meeting with Director J. Rips and General Manager, Henry Taboada.

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

### **1. REPORT ON JFTB COMPOSTING PROJECT AND FREEDOM OF INFORMATION ACT REQUEST REGARDING ENVIRONMENTAL REVIEW OF THE PROJECT**

Recommendation to receive the report and direct the General Manager regarding future action based on reply from the Department of the Army to Freedom of Information Act Requests for environmental documents for the JFTB Composting Project.

The General Manager reported that at the request of the Board at their December 2009 meeting, he had worked with District Counsel to file a Freedom of Information Act Request for any and all documents regarding the environmental review of the composting project at the JFTB. The four cities of Los Alamitos, Seal Beach, Garden Grove and Cypress have made individual and collective attempts to obtain environmental documents, if any, in order to determine identified environmental impacts and corresponding mitigation efforts. While the project has been temporarily suspended, there is no guarantee that it will not resume when and if the JFTB deems fit. Four other cities had submitted similar requests and to date have received a mere acknowledgement that the Department of the Army is in receipt of our request and that information will be forthcoming. Garden Grove received an inadequate reply claiming a categorical exemption, however no backup data has been provided. The RCSD request will probably result in a response identical to those received by the four cities. The General Manager stated that he and Director Coletta would be meeting with the four cities on January 20, 2010 to devise a strategy for obtaining said information and intends to report any findings and new developments to the Board at a future meeting. Currently, the JFTB Composting Project remains halted.

It was the consensus of the Board that the General Manager would report any new developments to the Board at a future meeting. The report was received and filed.

## **E. CONSENT CALENDAR**

Director J. Rattner requested that Item E-1 be removed from the Consent Calendar. Directors J. Rattner and R. Casey requested that Item E-2 be removed from the Consent Calendar. Director A. Coletta requested that Item E-3 be removed from the Consent Calendar.

Motion by Director A. Coletta, seconded by Director J. Rattner to receive and file Items E-4 and E-5 on the Consent Calendar. Motion passed 5-0.

## **ITEMS REMOVED FROM THE CONSENT CALENDAR WERE ACTED UPON AT THIS TIME**

### **1. MINUTES:**

#### **a. Regular Meeting of December 8, 2009.**

Director J. Rattner had questions relative to his e-mail request for various grammatical changes; some of which had already been incorporated into the draft minutes. Director J. Rattner requested the following changes: Page 2 change the word communities' to "Rossmoor's" and Page 4, under Item E-2, 1<sup>st</sup> paragraph, reword as suggested in Director J. Rattner's e-mail.

Motion by Director J. Rattner, seconded by Director J. Rips to approve the December 8, 2009 Minutes as amended. Motion passed 5-0.

## **2. NOVEMBER 2009 REVENUE AND EXPENDITURE REPORT**

Director J. Rattner had comments relative to the line item on page 1 for \$150,546 appearing in Fund 10 and opined that it is not what the Board approved in its Resolution in July where the Board agreed to take the money out of reserve. Director J. Rattner further opined that the \$150,546 should be in Fund 40 instead to fund CIPs. Director J. Rattner objected to receiving and filing the Revenue and Expenditure report for this reason. President S. Hough stated that the objection was noted. No action was taken, therefore the Minutes on this matter stand approved as submitted.

Director R. Casey requested some clarification on Item 5660, Tree Removal located on page 9 and the \$900 footnote on page 14. The General Manager stated that the District has incurred expenses in the amount of \$2450 and the \$900 footnote located on page 14 of the report would be corrected in the midyear budget adjustment.

Motion by Director R. Casey, seconded by Director J. Rips to receive and file the November 2009 Revenue and Expenditure Report. Motion passed 4-1, with Director J. Rattner voting, No.

## **3. QUARTERLY STATUS REPORT**

Director A. Coletta asked the General Manager why on p. 2, Item 3 was titled "Street Lighting/Street Sweeping" when the topic of Street Lighting wasn't addressed in the report. The General Manager stated that it was a category taken directly from the District's Goals and Objectives. Director A. Coletta requested that the General Manager break up the two categories in the next Quarterly Report and reiterate the District's responsibilities with regard to Street Lighting. He requested that instructions for reporting Street Lighting outages be included in the upcoming RCSD Quarterly Newsletter and on the website. The General Manager stated that the District rarely received Street Light Outage calls. He explained that citizens are asked to call the Southern California Edison Street Light Outage Number directly due to the fact that only they can precisely identify the location of the particular lamp and provide the SCE number on the lamp post; thereby allowing the repair crew to find it easily. The General Manager stated that he would comply with said requests. The Quarterly Status Report was received and filed.

**F. PUBLIC HEARING-None**

**G. RESOLUTIONS**

**1. RESOLUTION NO. 10-01-12-01 DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT'S INVESTMENTS, SAVINGS AND/OR CHECKING ACCOUNTS.**

Recommendation to approve by roll call vote, Resolution No. 10-01-12-01 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.

Resolution 10-01-12-01 was unanimously approved by roll call vote, 5-0.

**H. REGULAR CALENDAR**

**1. SECOND READING OF POLICY REVISIONS REGARDING SEXUAL HARASSMENT, HARASSMENT, EQUAL EMPLOYMENT OPPORTUNITY AND COMPLAINT INVESTIGATION**

General Manager recommendation to give second reading and approve amendments to Policy No. 2210 Sexual Harassment, No. 2215 Harassment, and No. 2220 Equal Employment Opportunity (Non-Discrimination and Equal Opportunity).

Motion by Director A. Coletta, seconded by Director J. Rattner to approve Policies 2210, 2215, and 2220 with minor edits. Motion passed 5-0.

**2. AUTHORIZATION TO EXECUTE AGREEMENT FOR ADDITIONAL WALKWAY LIGHTING AT ROSSMOOR PARK.**

Recommendation to authorize the General Manager to execute an agreement with West Coast Electric in the amount of \$23,000 to install additional lighting at Rossmoor Park.

Motion by Director A. Coletta, seconded by Director J. Rattner to authorize the General Manager to execute an agreement with West Coast Electric in the amount of \$23,000 for installation of additional walkway lighting at Rossmoor Park. Motion passed 5-0.

**I. GENERAL MANAGER ITEMS**

The General Manager announced that there would be a Tree Program Workshop on February 9, 2010 at 6:00 p.m. He stated that the District planned to widely advertise the event via the RCSD website, press releases, banners, etc. and that the Board and public were welcome to attend.

The General Manager also announced the Grand Re-Opening of the Rossmoor Park Community Center to take place Saturday, January 23, 2010 at 10:00 a.m. He encouraged the Board and public to attend and added that the ribbon cutting ceremony would be followed by refreshments.

## **J. BOARD MEMBER ITEMS**

Director J. Rattner had questions relative to proving Head of Household status in order to qualify for CR&R Refuse senior discount.

Director J. Rattner requested that the General Manager research the possible beautification of the walkway at Rossmoor Park. He requested flowers be planted to surround each tree located along the walkway leading to the building. He stated that sprinklers were already installed in said locations.

The General Manager stated that in spite of the existing sprinklers there would still be an additional cost factor involved, as the project and resulting maintenance did not fall within the scope of the current landscape maintenance contract. The General Manager agreed to obtain quotes.

Director J. Rattner requested the General Manager research a Tree/Bench Memorial Program. The General Manager agreed to follow up on said request.

Director R. Casey stated that to his recollection there was no prior stipulation by CR&R mandating seniors to accept the three smallest container sizes (35gal.) in order to qualify for the Senior Discount. Director A. Coletta concurred.

Director R. Casey thanked Director A. Coletta for his dedicated service this past year and the time he spent addressing the variety of matters brought before the Board. Director Casey added that he had learned a lot from Director Coletta and owed him a debt of gratitude. Director A. Coletta thanked Director R. Casey for his kind comments.

Director J. Rips thanked RCSD Administrative Assistant Elizabeth Deering for adding and creating electronic PowerPoint Presentations to the Board Meetings. He stated the presentations were a great enhancement, both for the Board and for the community.

Director J. Rips requested that the General Manager follow up on scheduling future meetings with the Rossmoor Homeowner's Association.

President S. Hough wished the Board, staff and community a Happy New Year and stated that all the committees would remain intact as previously appointed.

**K. CLOSED SESSION-None**

**L. ADJOURNMENT**

Motion by Director A. Coletta, seconded by Director J. Rips to adjourn the regular meeting at 8:10 p.m. Motion passed 5-0.

**SUBMITTED BY:**

**Henry Taboada**  
**Consulting General Manager**