



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

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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, February 9, 2010**

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**A. ORGANIZATION**

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

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

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS:**

a. O.C. Sheriff Department, Lieutenant Tom Gallivan reported on the Fourth Quarter/Annual Crime Statistics for 2009. He stated that there had been an 11% increase in burglaries and property crimes as compared to the same quarter in 2008. He also stated that response times had improved in 2009. He further noted some minor data errors on page 2 of the report, entitled "2009 in Review" and promised to provide the Board with a corrected copy.

Lt. Gallivan stated that a restructuring by the Sheriff, had resulted in some recent promotions. He announced his own promotion to Captain of North Operations and stated that in the interest of cost savings his salary would remain the same. The Board congratulated the Lieutenant on his promotion and praised him regarding improved response times. The report was received and filed.

**B. ADDITIONS TO AGENDA – None**

**C. PUBLIC FORUM**

Lee Lindquist requested to speak regarding the RHA Family Fun Days Event. Director S. Hough stated that the matter was already agendaized as Item H-1 and would be discussed later on that evening. She requested he postpone his comments until that time.

**D.**

**REPORTS TO THE BOARD**

**1. REPORT OF THE INVESTMENT COMMITTEE RE: REINVESTMENT OF MATURING INVESTMENTS**

The General Manager reported that the Investment Committee met on January 21, 2010 to review investments and make recommendations to the Board. Documents reviewed by the Committee on the District's investment portfolio were attached. Following are the recommendations of the Committee:

1. Authorize the General Manager to rollover a \$100,000 CD maturing on March 17, 2010 housed at Pacific Premier Bank back into a new Pacific Premier Bank CD or another institution yielding a higher rate consistent with safety at the time of maturity.
2. Authorize General Manager to reinvest a Merrill Lynch bond maturing on February 8, 2010 with a three year G.E. Capital bond with a rating of AA- and a yield of 1.9% or another higher yielding bond at the time of maturity.
3. The Board considers increasing the 25% investment portfolio limit for CDs in order to provide greater avenues for investment of funds currently housed in LAIF.

Motion by Director R. Casey, seconded by Director J. Rips to authorize the General Manager to rollover a \$100,000 CD maturing on March 17, 2010 housed at Pacific Premier Bank back into a new Pacific Premier Bank CD or another institution yielding a higher rate consistent with safety at the time of maturity. Motion passed 5-0.

Motion by Director R. Casey, seconded by Director J. Rips to authorize the General Manager to reinvest a Merrill Lynch bond maturing on February 8, 2010 with a three year G.E. Capital bond with a rating of AA- and a yield of 1.9% or another higher yielding bond at the time of maturity. Motion passed 5-0.

Motion by Director A. Coletta, seconded by Director J. Rattner that the Board considers increasing the 25% investment portfolio limit for CDs in order to provide greater avenues for investment of funds in the amount of \$310K currently housed in LAIF. Motion passed 5-0.

**2. REPORT OF THE INVESTMENT COMMITTEE RE: DISPOSITION OF EXCESS RESERVE FUNDS IN THE RUSH PARK BONDS RESERVE ACCOUNT**

Recommendation to receive the report of the Investment Committee on the disposition of excess reserve funds in the Rush Park Reserve Fund.

The General Manager reported that the Investment Committee met on February 21, 2010 to review the staff's recommendations on the manner and method for utilizing excess reserve

funds to retire a portion of outstanding Limited Obligation Improvement Bonds for the acquisition of Rush Park and to make recommendations to the Board. Documents reviewed by the Committee on this matter were attached.

Motion by Director A. Coletta, seconded by Director J. Rattner to adopt the recommendation. Motion passed 5-0.

#### **E. CONSENT CALENDAR**

Director J. Rattner requested that Item E-2 be removed from the Consent Calendar.

Motion by Director A. Coletta, seconded by Director J. Rips to approve Items 1a. and 1b. on the Consent Calendar. Motion passed 5-0.

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

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

Director J. Rattner had the same objections as last month regarding the posting of reimbursement revenue in Fund 10.

Motion by Director R. Casey, seconded by Director A. Coletta to receive and file the December 2009 Revenue and Expenditure Report. Motion passed 4-1, with Director J. Rattner voting, No. The report was received and filed.

#### **ITEM K. CLOSED SESSION WAS MOVED UP IN THE AGENDA AT THIS TIME. THE BOARD ADJOURNED TO A CLOSED SESSION AT 7:45 P.M.**

#### **K. CLOSED SESSION:**

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION pursuant to Government Code Section 54956.9 (c) One Potential Case.  
There was no reportable action.

#### **THE REGULAR MEETING WAS CALLED TO ORDER AND RESUMED AT 8:20 P.M.**

#### **F. PUBLIC HEARING-None**

#### **G. RESOLUTIONS**

##### **1. RESOLUTION NO. 10-02-09-01 TRANSFER OF MONIES FROM FUND 50 TO FUND 10**

Recommendation to approve Resolution No. 10-02-09-01 by reading the title only and waiving further reading as follows:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT TRANSFER OF MONIES FROM FUND 50 TO FUND 10**

Discussion ensued. Director A. Coletta asked if this action would be viewed as the District paying itself. He had questions relative to whether or not the Board would lose the ability to pay off the bonds once the money was moved into Fund 10. It was the consensus of the Board that this item be tabled until the next Regular Meeting, pending further research.

**2. RESOLUTION NO. 10-02-09-02 MIDYEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR FISCAL YEAR 2009-2010.**

Recommendation to approve Resolution No. 10-02-09-02 by reading the title only and waiving further reading as follows:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT MIDYEAR BUDGET ADJUSTMENT TOTAL AMOUNTS FOR FISCAL YEAR 2009-2010.**

The General Manager presented Mid-Year adjustments to the Annual Budget. Discussion ensued. Director Rips commended the General Manager and Accountant/Bookkeeper Kathleen Bell on their excellent work in preparing the budget. A mistake was noted by Director Casey and the General Manager stated that it would be corrected. Motion by Director J. Rips, seconded by Director R. Casey to approve Resolution 10-02-09-02. Motion passed 5-0.

**H. REGULAR CALENDAR**

**1. RHA REQUEST FOR COSPONSORSHIP OF THE FAMILY FUN DAY EVENT.**

Recommendation to give direction to the General Manager regarding a request for co-sponsorship of the RHA's 2010 Family Fun Day event.

Lee Lindquist addressed the Board and requested co-sponsorship for the Annual RHA Family Fun Day Picnic to include free use of RCSD Easy-Ups, tables, chairs, water & power for vendors. He stated the RHA volunteers would be solely responsible for all setup/takedown and rubbish collection requirements; they would order a large trash bin to be placed on Blume Drive. He added that the event had been scaled down to one day this year and was scheduled for Sunday, May 2, 2010, from 11:00 a.m. to 6:00 p.m. Mr. Lindquist outlined the schedule of events: Dog Parade, Car Show, kids rides, vendors, live music with the stage being located on the north side of the park adjacent to the RCSD office, etc., and announced that there would not be any carnival rides this year.

Discussion ensued with Director A. Coletta noting the considerable reduction in the scale of the event as well as the scope of the co-sponsorship being sought by the RHA. Director Coletta expressed concerns relative to the feasibility and practicality of the request. He asked the General Manager's opinion as to whether or not the RHA had recruited sufficient numbers of volunteers so as not to impose on RCSD Staff. President S. Hough and Director J. Rips echoed said concerns. The General Manager stated that he could not comment on the status of RHA volunteers for the event. He further stated that extension cords would be necessary in order to provide power. Lee Lindquist then stated that the RHA would provide extension cords as well as a generator for the stage.

President S. Hough stated that given past concerns related to the Family Fun Day Event, she suggested an After Action Report in order to measure the success of this year's endeavor. The General Manager agreed to provide the requested After Action Report.

Motion by Director A. Coletta, seconded by Director J. Rips to authorize the General Manager to approve the co-sponsorship as proposed by the RHA. Motion passed 5-0.

## **2. AUTHORIZATION FOR BOARD MEMBER TRAVEL FOR TRAINING.**

Recommendation to authorize the General Manager to make travel arrangements for Board Members to attend a Governance Seminar. Discussion ensued with Director R. Casey stating that the seminar had indeed been helpful to him when he attended last year.

Motion by Director A. Coletta, seconded by Director J. Rips to authorize the General Manager to make travel arrangements for President S. Hough to attend a Governance Seminar. Motion passed 5-0.

## **3. CONSTRUCTION OF STORAGE FACILITY BUILDING.**

Recommendation to authorize the General Manager to go out to bid for construction of a new storage facility building at Rush Park at a cost not to exceed \$24,900. Discussion ensued. Director R. Casey had questions relative to why the building was being constructed from wood as opposed to a prefabricated option. The General Manager stated that onsite construction allowed for the option and ease of future expansion. A prefabricated building would be finite in its design and would require the service and costs of a crane.

Director A. Coletta asked if the \$24,900 included the cost of the concrete pad. The General Manager answered in the affirmative and stated the timeframe for the project was estimated at 45 days.

Director J. Rattner had questions relative to whether the facility would contain air conditioning and fire sprinklers. The General Manager stated that it would not.

Director J. Rips requested that in the future, the General Manager include all costs associated with the project, irrespective of which Fund they are derived from, i.e. the Architect's fee; so

that he could make a more informed decision. The General Manager agreed, but stated that doing so would require more stringent and perhaps more costly bidding guidelines.

Motion by Director A. Coletta, seconded by Director J. Rips to authorize the General Manager go out to bid for construction of a new storage facility building at Rush Park at a cost not to exceed \$24,900. Motion passed 5-0.

#### **4. DISCUSSION REGARDING POSSIBLE LOS ALAMITOS AND LAFCO INITIATIVES WITH RESPECT TO ROSSMOOR.**

Discuss and give direction to the General Manager regarding possible initiatives by the City of Los Alamitos and LAFCO regarding potential annexation related matters.

Motion by Director A. Coletta, seconded by Director J. Rips to form an Ad Hoc Committee consisting of President S. Hough and Director A. Coletta (with Director R. Casey being the alternate), the RCSD General Manager, two volunteers from the RHA and two representatives from the Rossmoor Community in order to represent Rossmoor and to outline Rossmoor's position. President S. Hough tasked the committee with contacting the local businesses on the corner of Katella and Los Alamitos Blvd. for the purpose of beginning an open dialogue with them. President S. Hough also requested the General Manager to draft a letter to the RHA requesting nominees for the committee. The General Manager stated that Mark Nitikman had already volunteered, so only one more was needed. President S. Hough volunteered to draft a letter for the purpose of recruiting community volunteers. Motion passed 5-0.

#### **I. GENERAL MANAGER ITEMS**

The General Manager briefed the Board on recent successful roof repairs made to the Rush Park Auditorium and the Rossmoor Park Community Center. He reported that repairs to the Auditorium were ceiling and drain pipe related; Repairs to the Community Center were done prior to the rain, which prevented any significant damage. He stated the repairs were done promptly and were under warranty. He also stated that the three-tiered roof wasn't designed to tolerate such wet weather.

#### **J. BOARD MEMBER ITEMS**

Director A. Coletta requested that District Tree Consultant Randy Reynolds report back to the Board in 60 days with a briefing on non-conforming parkway sites and whether or not County permits had been obtained for them. Director A. Coletta opined that parkway violations detracted from property values, inhibited visitors parked on the street from safely exiting their vehicles and intrusive shrubbery scratched vehicle doors and blocked residential-entry for emergency vehicles. He further stated that the data collected by the RHA, while well-intended, was outdated and unreliable. He suggested adequate research be done regarding the history of Rossmoor's parkway master plan and then proceed by addressing hardscape violators in a diplomatic fashion.

Director J. Rips had questions relative to the functionality of the District's current sprinkler system and if it was conserving water as it was programmed to do. The General Manager responded that he would need to collect data from the utility bills; however in terms of casual observation and park aesthetics, everything was in working order.

Director J. Rips requested that in the future, the General Manager include all costs associated with capital improvement projects, irrespective of which Fund they are derived from, i.e. the Architect's fee; so that he could see the big picture, thereby making more informed decisions. Director J. Rips suggested a vision be formulated for future projects as well as investing in the Urban Forest as a capital project after the completion of scheduled capital projects. The General Manager suggested improvements to Montecito Center, the Rossmoor Park Tennis Courts and Recreation Programming expansion.

Director A. Coletta requested that a more attractive façade be designed for the Rush Park Auditorium's west entrance. The General Manager agreed and suggested a canopy and doors wide enough to accommodate a forklift be considered as a future project.

Director R. Casey stated that since LAIF doesn't pay a very high interest rate and the current economic climate has made it difficult to find good investments, he suggested adding an item to next month's agenda relative to corporate bonds and investment grade bond funds, as they may allow more flexibility. The General Manager agreed to research the matter.

Director J. Rattner concurred with Director A. Coletta and Director R. Casey's requests. He acknowledged the recent death of Harriet Weider; stating that she was instrumental in getting the Rush Park Auditorium finalized and was also the first female Orange County Supervisor.

#### **K. CLOSED SESSION: MOVED UP IN THE AGENDA**

CONFERENCE WITH LEGAL COUNSEL--ANTICIPATED LITIGATION pursuant to Government Code Section 54956.9 (c) One Potential Case.

#### **L. ADJOURNMENT**

Motion by Director J. Rattner, seconded by Director R. Casey to adjourn the regular meeting at 10:10 p.m. Motion passed 5-0.

#### **SUBMITTED BY:**

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