

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

September 8, 2020

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT
REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, September 8, 2020

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 on the agenda, you will be asked to state your name at the appropriate time when the agenda report is being discussed. 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. When addressing the Board, it is requested but not required that you state your name for the record. Address the Board as a whole, through the President. Speakers are limited to three (3) minutes per item. The Agenda and supporting documentation is available online at: <http://www.rossmoor-csd.org>.

A. ORGANIZATION:

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Barke, Casey, DeMarco, Nitikman
President Maynard
3. PLEDGE OF ALLEGIANCE: Director Casey
4. PRESENTATIONS:
 - a. Rossmoor Community Services District Board of Directors Bond Burning Celebration Reception and Presentation
 - b. Officer Matt Musselman, California Highway Patrol Re: Quarterly Traffic Report
 - c. President Michael Maynard Re: Certificate of Appreciation presented to resident Kevin Pearce for outstanding community service

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. ROSSMOOR COMMUNITY SERVICES DISTRICT COVID-19 RESPONSE STATUS REPORT
2. QUARTERLY RECREATION REPORT
3. DRIVE-IN MOVIE EVENT AT RUSH PARK

E. CONSENT CALENDAR:

1. MINUTES:
 - a. Regular Board Meeting of August 11, 2020—Receive and File
2. JUNE 2020 REVENUE AND EXPENDITURE REPORT—Receive and File
3. JULY 2020 REVENUE AND EXPENDITURE REPORT—Receive and File

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. 20-09-08-01 RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE EARLY PAY OFF OF THE 30-YEAR, \$5 MILLION, RUSH PARK BOND
2. RESOLUTION NO. 20-09-08-02 RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ADOPTING A CONFLICT OF INTEREST CODE WHICH SUPERSEDES ALL PRIOR CONFLICT OF INTEREST CODES AND AMENDMENTS PREVIOUSLY ADOPTED
3. RESOLUTION NO. 20-09-08-03 RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF CLAIM

ORDINANCES—None

H. REGULAR CALENDAR:

1. DISCUSSION AND POSSIBLE ACTION RE: ROSSMOOR HOMEOWNERS ASSOCIATION'S REQUEST FOR FEE WAIVER FOR USE OF THE RUSH PARK AUDITORIUM FOR A MEET YOUR CANDIDATES NIGHT TOWN HALL EVENT

2. DISCUSSION AND POSSIBLE ACTION RE: ROSSMOOR HOMEOWNERS ASSOCIATION'S REQUEST FOR A FEE WAIVER FOR USE OF THE RUSH PARK AUDITORIUM FOR A RED CROSS BLOOD DRIVE SPECIAL EVENT

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. BOARD MEMBER ITEMS:

This part of the Agenda is reserved for individual Board members briefly to make general comments, announcements, reports of his or her 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.

K. GENERAL COUNSEL ITEMS:

This part of the Agenda is reserved for General Counsel to make comments, announcements and reports of activities that are legal in nature. The Board may not discuss or take action on items not on the Agenda.

L. CLOSED SESSION:

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 September 8, 2020, 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 _____ Date 09-02-2020
JOE MENDOZA
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ROSSMOOR COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS BOND BURNING CELEBRATION RECEPTION AND PRESENTATION

RECOMMENDATION

President Michael Maynard will lead the Rush Park Bond Burning Presentation, Adopt Resolution No. 20-09-08-01 by roll call vote by reading the title only and waiving further reading and conduct Rush Park Bond Burning Ceremony. Receive and file presentation.

BACKGROUND

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

- a. Rossmoor Community Services District Board of Directors Bond Burning Celebration Reception and Presentation

ATTACHMENTS:

1. Rush Park Bond Burning Ceremony Itinerary
2. Rush Park Bond Burning Reception Historical Brochure
3. Resolution No. 20-09-08-01

**RUSH PARK BOND BURNING CEREMONY
Tuesday, September 8, 2020
Rush Park Auditorium**

**RECEPTION
6:30 p.m.**

Guests arrive; meet and greet
Displays of historical documents and photos
Photo opportunity by the Rossmoor Wall display

**RCSD BOARD MEETING
7 p.m.**

- President Maynard Call to Order
- Liz Deering Roll Call
- Director Casey Pledge of Allegiance
- President Maynard Presentations - Rush Park Bond Early Payoff
Welcome Guests and Overview
- Vice President Nitikman Introduction of Special Guests
- Director De Marco Introduction of Former RCSD Board Members
- President Maynard PowerPoint Presentation and Commentary
- Director Barke Reading of the Resolution

President Maynard Invites All Attendees to Exit Auditorium to Parking Lot for Ceremonial Bond Burning

President Maynard leads each Board member in placing a piece of the bond into the fire pit, beginning with Director Barke, Director Casey, Director De Marco, Vice President Nitikman and President Maynard.

- President Maynard Unveiling and Reading of the Commemorative Plaque
Board of Directors
- President Maynard Thank you to all attendees for participating; invites those who
wish to stay, to return to the Auditorium for the Board meeting.

Return to Auditorium to Resume Board Meeting

FORMATION

Developer Ross Cortese, formed the Rossmoor Corporation in 1951, purchased land from the Fred Bixby Ranch Co. In 1956 began building modern day Rossmoor (Community of 3,500 large, exclusive homes, the largest in Orange County at the time.)

The Los Alamitos Unified School District (LAUSD) began construction of 8.7 acres to build Rush Elementary School named after Benjamin Rush. *Benjamin Rush, (Jan. 4, 1746 - April 19, 1813) who signed the Declaration of Independence. He was a physician, statesman and educator; founded Dickinson College. Rush Elementary School closed in 1978.

On June 25, 1986 Orange County Board of Supervisors adopted Resolution No. 86-78 and ordered a dissolution of County Service Area No. 21 under the provisions of the Cortese/Knox Government Reorganization Act of 1985.

On January 28, 1987 Resolution No. 87-1 A Resolution of the Board of Directors of the Rossmoor Community Services District Establishing the Terms of Office of the First Directors Pursuant to California Government Code, Section 61201 was adopted by the first RCSD Directors: Joyce Bloom, Gustave Brickman, Johanne Duffy, Paul J. Erskine, Clair H. Weeks

RUSH PARK BOND HISTORY

In November 1990, the Rossmoor voters approved a ballot measure to acquire Benjamin Rush Elementary School and surrounding grounds, and to tax themselves to pay for one or more bonds to acquire the property.

A 30-year bond in the amount of \$5 million was approved by the voters to purchase the Benjamin Rush Elementary School property from the Los Alamitos Unified School District (LAUSD). Because of the 30-year bond purchase, approximately \$109 was added to the annual property tax bill of all Rossmoor residential properties. The original payoff date for the bond was scheduled to be on September 2, 2021.

It has been a priority of the Rossmoor Community Services District Board of Directors to accelerate payments so that the Rush Park Bond could be paid off early. The Board of Directors is proud to pay off the Rush Park Bond 12 months early and save Rossmoor property owners the final payment of \$108.60 in FY 2020-2021, as well as saving RCSD approximately \$7,000 for the final year's interest payment.

Board of Directors

- President Michael Maynard
- Director Mark Nitikman
- Director Ron Casey
- Director Jeff Barke
- Director Tony DeMarco



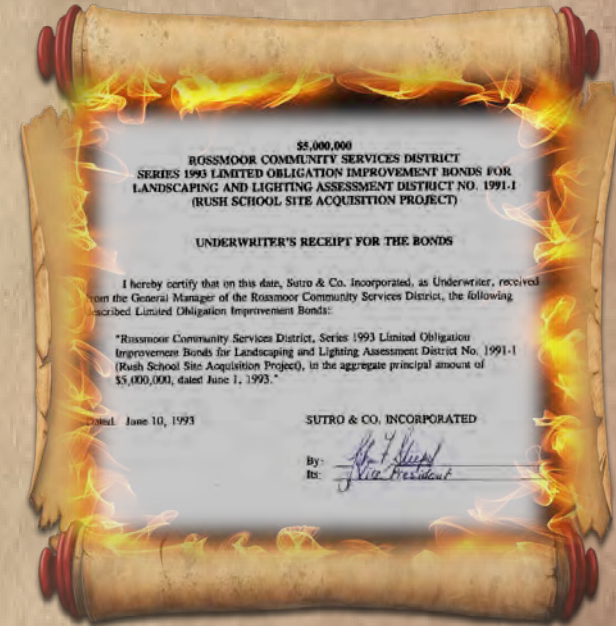
Real Estate Developer
Ross Cortese

Welcome

to the

2020 Rush Park

Bond Burning Celebration



September 8, 2020

6:30 p.m.

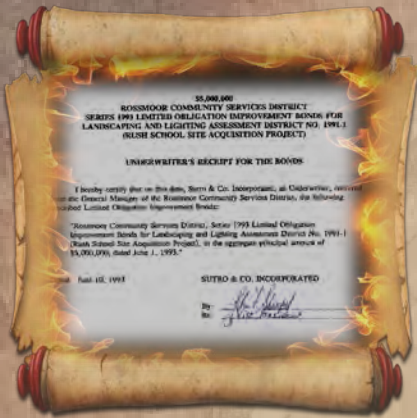
Hosted by:

Rossmoor
Community
Services District



Rossmoor Community Services District

Rush Park Auditorium, 3021 Blume Drive, Rossmoor, CA 90720



History of Rush Park

3020 Blume Drive, Rossmoor, California

1951

Formation of the Rossmoor Corporation

Developer Ross Cortese, formed the Rossmoor Corporation in 1951, purchased land from the Fred Bixby Ranch Co. In 1956 began building modern day Rossmoor (Community of 3,500 large, exclusive homes, the largest in Orange County at the time.)

1962

Benjamin Rush Elementary School Opens

The Los Alamitos Unified School District began construction of 8.7 acres to build Rush Elementary School named after Benjamin Rush Closed in 1978.*

1987

Formation of Rossmoor Community Services District

In June 1986, the Orange County Board of Supervisors dissolved County Service Area No. 21. The first RCSD Board of Directors Meeting was held on January 28, 1987.

1991

Rush Park Bond Issued

In 1990, a 30-year bond in the amount of \$5 million was approved by the voters to purchase the Benjamin Rush Elementary School property from the Los Alamitos Unified School District (LAUSD). Rush Park is worth approx. \$45 million in today's market.

2020

Rush Park Bond Early Pay Off

RCSD held a Bond Burning Celebration on September 8, 2020, in commemoration of the early payoff of the Rush Park Bond in September 2020. This milestone in Rossmoor history is dedicated to the residents of this great community who are its greatest asset.

**Benjamin Rush, (Jan. 4, 1746 - April 19, 1813) who signed the Declaration of Independence. He was a physician, statesman and educator; founded Dickinson College.*



RESOLUTION NO. 20-09-08-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
AUTHORIZING THE EARLY PAY OFF OF THE 30-YEAR, \$5
MILLION, RUSH PARK BOND**

WHEREAS, in 1990, a 30-year bond in the amount of \$5 million was approved by the voters to purchase the Benjamin Rush Elementary School property from the Los Alamitos Unified School District (LAUSD). Because of the 30-year bond purchase, approximately \$109 was added annually to the property tax bill of all Rossmoor residential properties; and

WHEREAS, the following year in 1991, the Rossmoor Community Services District (RCSD) purchased the 8.5-acre Benjamin Rush Elementary School site. The land was subsequently modified and converted to what is now known as Rush Park and includes the RCSD District Office, park and amenities, and an auditorium for community use; and

WHEREAS, the original payoff date for the bond is scheduled to be on September 2, 2021; and

WHEREAS, it has been a priority of the Rossmoor Community Services District Board of Directors to accelerate payments so that the Rush Park Bond could be paid off early.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Rossmoor Community Services District that the Board is proud to pay off the Rush Park Bond 12 months early and save Rossmoor property owners the final payment of \$108.60 in FY 2020-2021, as well as saving RCSD approximately \$7,000 for the final year’s interest payment.

BE IT FURTHER RESOLVED that the RCSD held a Bond Burning Celebration on Tuesday, September 8, 2020 at 6:30 p.m. in commemoration of the early payoff of the Rush Park Bond in September 2020. This milestone in Rossmoor history is dedicated to the residents of this great community who are its greatest asset.

PASSED AND ADOPTED this 8th day of September 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

Michael Maynard, President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CALIFORNIA HIGHWAY PATROL OFFICER MATT
MUSSELMAN RE: QUARTERLY TRAFFIC REPORT

RECOMMENDATION

Receive and file presentation.

BACKGROUND

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

- a. California Highway Patrol Officer Matt Musselman Re: Quarterly Traffic Report.

ATTACHMENTS - None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4c

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: PRESIDENT MICHAEL MAYNARD RE: CERTIFICATE OF APPRECIATION PRESENTED TO ROSSMOOR RESIDENT KEVIN PEARCE FOR OUTSTANDING COMMUNITY SERVICE

RECOMMENDATION

Receive and file presentation.

BACKGROUND

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

- a. President Michael Maynard Re: Certificate of Appreciation Presented to Rossmoor Resident Kevin Pearce for Outstanding Community Service

ATTACHMENTS:

Certificate of Appreciation

Certificate of Appreciation

Recognizing

KEVIN PEARCE

for

**OUTSTANDING SERVICE TO THE COMMUNITY OF
ROSSMOOR, CALIFORNIA**

The Rossmoor Community Services District recognizes Rossmoor resident Kevin Pearce for outstanding contributions to the Rossmoor Way Entryway Lantern Restoration Project

Awarded at Rush Park Auditorium, 3001 Blume Drive, Rossmoor, CA 90720

On the 8th Day of September Year of 2020

Signed, _____
Michael Maynard, President

Signed, _____
Joe Mendoza, General Manager

Rossmoor Community Services District
Rush Park, 3001 Blume Drive, Rossmoor, CA 90720

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

DATE: September 8, 2020

TO: Honorable Board of Directors

FROM: General Manager Joe Mendoza

SUBJECT: ROSSMOOR COMMUNITY SERVICES DISTRICT COVID-19
RESPONSE STATUS REPORT

RECOMMENDATION:

Discuss and provide direction to staff regarding the District's current operational status in response to the COVID-19 pandemic's impact on daily operations and closures.

INFORMATION:

Since March 2020, the Rossmoor Community Services District (RCSD) has been complying with the County of Orange Department of Public Health and State of California Health Orders. RCSD staff has been providing service to the community to protect the health and well-being of our residents to mitigate the spread of COVID-19.

On August 29, 2020, Governor Gavin Newsom announced a new color-coded process and will move through a new four-tiered system based on the number of cases and percentage of positive tests. The color key will rely on those two numbers to determine to determine a tier. Tiers are:

Tier	Description
Tier 1 Purple – <i>Widespread Transmission</i>	Most nonessential businesses must be closed. Orange County was assigned this tier designation – the most restrictive.
Tier 2 Red – <i>Substantial Transmission</i>	Some nonessential indoor businesses remain closed.
Tier 3 Orange – <i>Moderate Transmission</i>	Some businesses can open with modifications.
Tier 4 Yellow – <i>Minimal Transmission</i>	Most businesses can reopen with modifications.

The criteria for each tier will be uniform. The new system took effect Monday, August 31, 2020, and the vast majority of counties, including all of

those in Southern California, began in the first and most restrictive tier. Movement between tiers will be more difficult. Counties will spend no less than 21 days in a tier, and to be considered for a bump down to the next level they will have had to already meet the criteria for the next tier for at least 14 days.

The table below was included in last month's report. There have been no changes to report since that meeting. This information is included for reference, however, with the Governor's new tier system, the phases identified below are no longer relevant.

Flexible Timeline for RCSD Facilities and Programs

Phases	Date(s)	RCSD Application
Phase 1	March – May 31	<p>Facilities shut down Reservations canceled Picnic shelters and playgrounds closed Tennis, basketball, and volleyball courts closed All athletic fields closed Passive recreation and park areas remained open to the public with social distancing for walking, jogging, dog walking, etc. District office closed to the public; administrative staff working remotely, parks and maintenance staff working onsite to provide essential services. Employees required to wear face coverings when in contact with the public and other employees. *Tennis courts reopened – May 26</p>
Phase 2	June 1 – July 5	<p>Facilities prepared for phase 3 with signage, protocols, increased sanitation supplies purchased and inventoried, social media and press communication regarding guidelines and community updates. Markings prepared at facilities for social distancing. Park benches and tables (not in a picnic structure) open. Administrative staff returns on a modified schedule to clean office areas and prepare for reopening. *Churches allowed to reopen – May 31 July 14 new guidelines released: worship services allowed outdoors only with distancing requirements and face coverings recommended.</p>
Phase 3	July 6 – August 9	<p>Opening of District office to public, and opening of the following: community centers, basketball courts, playgrounds and picnic structures. Rental permits issued for outdoor exercise groups, long-term youth sports (practices only), and modified day camps. *July 8 – closure of basketball court at Rossmoor Park due to heavy usage and congestion. *July 14 new guidelines released: youth sports practices or any competition over 10 players not allowed.</p>
Phase 4	Tentative - to be determined	Rental permits for athletic fields and public meetings
Phase 5	To Be Determined	All restrictions lifted

Because the new tier system is so new, staff is monitoring County of Orange Public Health announcements for information specific to the County.

Throughout RCSD facilities and parks, the order to maintain social distancing practices (6 feet distance from others) also remains in effect and facial coverings are also recommended. The District and the County continue to provide essential services to the community. Each permit group is required to provide a detailed COVID-19 protocol plan outlining social distancing measures, sanitization practices, use of facial coverings and gloves, signage, staff training, and general risk management.

Staff recently submitted the CalEOS and FEMA documentation requesting reimbursement for expenses and lost revenues that have resulted from the COVID-19 public health emergency. Staff continues to monitor resources and funding that may become available to the District through stimulus legislation.

The General Manager continues to communicate with surrounding agencies including the cities of Cypress, Los Alamitos, and Seal Beach, and the Los Alamitos School District with regard to their protocols and strategies for reopening.

District staff members continue to monitor developments related to COVID-19 and participate in briefings provided by the County of Orange Department of Public Health, the State of California, and the federal government.

Information about the status of District services and facilities is also posted on the District's website at www.rossmoor-csd.org. Community members are also encouraged to visit the OC Health Care Agency's website at www.ochealthinfo.com or call the OC Health Care Agency's Health Referral Line at (800) 564-8448.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Recreation Superintendent Chris Argueta
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 TO THE BOARD

September 2020

SUMMARY

The District's Recreation Department wrapped up one of its most challenging summers to date. The Coronavirus put a halt to most summer programming and events this year, which would have included another great summer of Movies, Concerts and Shakespeare in the Park events.

2020 would have marked the 20th summer of offering free movies in the park events at Rush Park and with each year, the popularity of the summer event was continuing to grow and brought the community out for an evening of entertainment. The summer lineup of entertainment was going to be filled with many great bands and fun movies planned, as well as the District's first National Night Out event with local organizations. Recreation staff continues to monitor COVID-19 updates and guidelines so that when the District is safely able to offer programs, staff will be ready to implement plans to offer events for the Rossmoor community to enjoy.

Recreation staff has had to change roles during this pandemic. General guidelines and measures were provided by the County of Orange and the California Department of Public Health to help promote healthy hygiene practices such as washing hands, avoiding contact with one's eyes, nose, and mouth and covering coughs and sneezes, as well as social distancing.

With recreation programming halted, recreation staff undertook a variety of maintenance responsibilities. This included cleaning and disinfecting highly used areas such as restrooms multiple times a day. To help maintain cleanliness around the park, trash receptacle bags are replaced throughout the day. To help remind the community about practicing social distancing, signs were also placed throughout the parks and facilities. Regular daily, weekly, and monthly schedules for all these practices are now set in place and staff is doing a great job of maintaining a clean, safe environment for patrons.

Once the County allowed day camps to open, the Youth Center's Rossmoor Park Summer Day Camp provided an 8-week program. Youth (ages 5-12 years old) enjoyed daily arts and crafts, outdoor activities, walking field trips, games and contests. Recreation staff worked closely with the Youth Center Director and staff to address park and facility cleanliness and participant safety. A post-summer meeting took place between Youth Center and District staff to recommend improvements for future years.

RUSH PARK QUARTERLY ACTIVITY (APRIL-JUNE 2020)

	APR	MAY	JUNE	<u>LOCATION TOTAL:</u>
PLAYGROUND	0	0	0	0
WALK/RUN	805	644	712	2161
FIELDS 1,2,3	621	715	765	2101
PICNIC SITE A	0	0	181	181
PICNIC SITE B	0	0	143	143
AUDITORIUM	0	45	500	545
EAST ROOM	0	0	0	0
WEST ROOM	0	0	0	0
MONTECITO	0	0	23	23
OTHER	388	345	313	1046
<u>MONTHLY TOTAL:</u>	1814	1749	2637	6200
				<u>QUARTERLY TOTAL</u>

ROSSMOOR PARK QUARTERLY ACTIVITY (APR-JUNE 2020)

	APR	MAY	JUNE	<u>LOCATION TOTAL:</u>
PLAYGROUND	0	0	0	0
WALK/RUN	658	672	747	2077
TENNIS	0	153	1154	1307
BASKETBALL	0	0	0	0
VOLLEYBALL	0	0	33	33
FIELDS 1,2,3	653	563	1093	2309
PICNIC SITE A	0	0	206	206
PICNIC SITE B	0	0	151	151
PICNIC SITE C	0	0	81	81
COMMUNITY ROOM	0	0	0	0
OTHER	252	171	318	741
<u>MONTHLY TOTAL:</u>	1563	1559	3783	6905
				<u>QUARTERLY TOTAL</u>

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: September 8, 2020

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Initiated by: Recreation Superintendent Chris Argueta

Subject: DRIVE-IN MOVIE EVENT AT RUSH PARK

RECOMMENDATION

Review and discuss the Drive-in Movie event at Rush Park and direct staff accordingly.

BACKGROUND

Since the Covid-19 pandemic has interrupted numerous community events, a Rush Park Bond Payoff Celebration would be an opportunity to rally residents to recognize this momentous occasion.

RCSD staff has brainstormed and prepared possible ideas for early or late October that would highlight this milestone. With the continued presence of COVID-19, it is unknown what stage the County of Orange will be in for Fall activities. Therefore, staff is being cautious by offering an event that would fall within the social distancing and gathering guidelines recommended for public agencies.

INFORMATION

RCSD staff has been meeting and discussing with vendors that have experience with *Drive-in Movie* events and have decided on an October 30, 2020 drive-in movie event. This event will be held at Rush Park, with the movie beginning at dusk. Residents would be able to enjoy a night out with family.

Attendees will be able to pull their car up on the grass, park, and watch a Classic or Halloween-themed movie while enjoying the nostalgia of a drive-in movie experience with an updated feel. Movie-goers are allowed to bring their own food and drinks. Additional guidelines for the event include:

Event Guidelines

- All attendees will remain in their cars throughout the event
- Only pre-registered cars will be permitted
- Receipt must be shown at gate entrance
- Attendees may only leave their vehicles to visit the restroom or throw away trash
- Parents must escort children to the restroom
- Attendees must wear a face-covering when exiting vehicle and practice social distancing
- Spaces will NOT be pre-assigned, cars will be directed by staff upon arrival
- Each reservation is entitled to one parking space. Attendees must park in designated stalls as directed by parking lot attendants
- Large vehicles (vans, trucks, SUVs) will be positioned toward the rear of the lot to ensure view of the screen is not blocked for other attendees
- No RVs or campers permitted
- Vehicles must remain in parking spot for duration of the movie

The Rush Park location would be able to accommodate an estimated 200 vehicles. RCDSD staff will be working together to market, promote, and handle advance ticket sales. Rossmoor residents would receive priority registration before offering ticket sales to the general public.

To offset a portion of the cost of the event, a fee of \$10 per car will be charged. If the event proves to be popular with the community, it may be possible to host additional future events as well.

ATTACHMENTS: None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

DATE: September 8, 2020

TO: Honorable Board of Directors

FROM: General Manager Joe Mendoza
Initiated by Administrative Assistant Liz Deering

SUBJECT: REGULAR BOARD MEETING MINUTES OF AUGUST 11, 2020

RECOMMENDATION

Approve the Minutes of the Regular Meeting of August 11, 2020 prepared by the Board's Secretary/General Manager.

BACKGROUND

The report reflects the actions of the Board at their meeting of August 11, 2020.

ATTACHMENTS

1. Minutes-Regular Meeting of August 11, 2020.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, August 11, 2020

A. ORGANIZATION:

1. CALL TO ORDER: 7:00 P.M.

2. ROLL CALL: Directors Barke, Casey, DeMarco, Nitikman
President Maynard

3. PLEDGE OF ALLEGIANCE: President Maynard led the Pledge of Allegiance

4. PRESENTATIONS:

**a. LT. KNUTSON, ORANGE COUNTY SHERIFF'S DEPARTMENT RE:
QUARTERLY CRIME REPORT**

Lieutenant Gary Knutson with the Orange County Sheriff's Department reported on the Rossmoor crime statistics for the second quarter. He also reported on current contact tracing scams and COVID-19 identity theft scams. Director Barke requested that the Coronavirus Scam Hotline and information be shared with the community. In honor of Law Enforcement Appreciation Day, President Maynard presented the Lieutenant Knutson with a Thank You gift from the RCSD. The presentation was received and filed.

B. ADDITIONS TO AGENDA: None

C. PUBLIC FORUM:

Diane Rush reported on the research that was being conducted on the history of Rush Park and the 30-year bond.

Marian Last with the Rossmoor Homeowners Association addressed the Board regarding the organization's request to partner with the District on future community events. It was the consensus of the Board that the proposal to conduct a Blood Drive was a benefit to the community and directed Marian Last and the RHA to work with District staff to develop a formal proposal to be brought back to the Board at the September 8, 2020 regular Board meeting.

D. REPORTS TO THE BOARD:

**1. ROSSMOOR COMMUNITY SERVICES DISTRICT COVID-19 RESPONSE
STATUS REPORT**

The General Manager presented a report regarding COVID-19. The report was received and filed.

2. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

Park Superintendent Omero Perez reported on the parks and maintenance activity for the quarter. The report was received and filed.

3. CONSIDERATION OF A CELEBRATION COMMEMORATING THE EARLY PAY OFF OF THE RUSH PARK BOND

The General Manager recommended that the Board review and discuss the proposed ideas for a celebration to commemorate the early payoff of the Rush Park bond and direct staff accordingly.

It was the consensus of the Board the Drive-In Movie/Concert event should be considered as well as a traditional Movie/Concert in the Park with appropriate social distancing. The Board also concurred that a Bond Payoff reception and presentation should be held at the September 8, 2020 Board Meeting and dignitaries from the County and nearby cities should be invited to participate. The report was received and filed.

4. SECURED PROPERTY TAX COLLECTION STATUS UPDATE

The General Manager provided a five-year property tax chart for 2015 – 2020, specifically for the Rossmoor community, showing the continued growth in property tax revenue that the District has experienced in the past. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES OF THE REGULAR BOARD MEETING—July 14, 2020

2. REVENUE AND EXPENDITURE REPORT—Postponed

Motion by Director Casey, seconded by Director DeMarco to approve Item E-1a Minutes of the regular Board Meeting of July 14, 2020 on the Consent Calendar as submitted. Motion passed 5-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS: None

ORDINANCES: None

H. REGULAR CALENDAR

I. GENERAL COUNSEL ITEMS:

General Counsel Tarquin Preziosi reported on the status of the inquiry he received from the RCSD Board pertaining to accessory dwelling units and short-term rental laws in Rossmoor. He provided an overview of the state law and County permitting scheme. The report was received and filed.

J. GENERAL MANAGER ITEMS:

General Manager Joe Mendoza reported that an upcoming job walk had been scheduled with the asphalt contractor Onyx Inc. for the Rush Park Parking Lot Resurfacing Project. He stated that staff

is preparing a cloud computing finance software upgrade feasibility report to be presented to the Budget Committee, followed by a subsequent report to the full Board in October. The report was received and filed.

K. BOARD MEMBER ITEMS:

Director Barke stated that he was cherishing his remaining time with Director Casey and thanked him for his wisdom and years of service on the Board. He thanked the General Manager for his leadership throughout the COVID-19 crisis. Director Barke reiterated his support for the RHA's American Red Cross Blood Drive event and opined that the pay-off of the Rush Park Bond should be a huge celebration.

Director Nitikman echoed Director Barke's sentiments. He stated his desire to invite dignitaries from the Orange County Supervisor's office to the September 8th Bond Pay-Off reception and celebration. He praised the District for its excellent maintenance of the parks and facilities and expressed his gratitude to be living in Rossmoor.

Director Casey thanked Lieutenant Knutson for his presentation and for being proactive in his crime prevention efforts. He thanked all the public forum presenters for their community event ideas and historical research for the Rush Park Bond Celebration.

Director DeMarco remarked that although the agenda was light the Board meeting had been productive. He noted the cooperative partnership between the Orange County Sheriff's Department and the District and stated that the District was lucky to have the Rossmoor Homeowners Association. He praised the General Manager and staff for the good ideas presented.

President Maynard concurred with Director DeMarco's comments and stated that they were all indeed blessed to be living in such a wonderful community.

L. CLOSED SESSION: None

M. ADJOURNMENT:

Motion by Director Casey seconded by Director DeMarco, to adjourn the regular meeting at 8:44 p.m. Motion passed 5-0.

SUBMITTED BY:

Joe Mendoza
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Accountant/Bookkeeper Kathy Bell
Subject: JUNE 2020 REVENUE & EXPENDITURE REPORT

RECOMMENDATION

Receive and file the Revenue and Expenditure Report for June 2020.

BACKGROUND

The Revenue & Expenditure Report is submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenues and expenses. Where appropriate, footnotes provide information which explains current anomalies.

ATTACHMENTS

1. Revenue & Expenditure Report for the month of June 2020.

REVENUE / EXPENDITURE SUMMARY REPORT
JUNE 2020 @ 100%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	1,010,370.00	1,014,695.00	1,023,963.07	5,937.91	-9,268.07	100.9
STREET LIGHT ASSESSMENTS	356,040.00	356,040.00	354,187.98	2,331.41	1,852.02	99.5
USE OF MONEY AND PROPERTY	24,000.00	24,000.00	13,546.14	1,179.72	10,453.86	56.4
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	5,040.44	756.06	60,359.56	7.7
FEES AND SERVICES	181,000.00	181,000.00	133,846.97	2,603.75	47,153.03	73.9
OTHER REVENUE	22,000.00	36,870.00	36,885.49	0.00	-15.49	100.0
Total Revenues	1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	110,534.91	93.4
Expenditures						
TRANSFER OUT - CIP FUND 40	150,000.00	75,000.00	75,000.00	0.00	0.00	100.0
ADMINISTRATION	816,940.00	872,625.00	817,443.33	40,561.53	55,181.67	93.7
RECREATION	45,000.00	57,600.00	42,240.63	0.00	15,359.37	73.3
ROSSMOOR PARK	103,290.00	108,388.00	96,387.88	3,003.58	12,000.12	88.9
MONTECITO CENTER	26,098.00	26,170.00	18,771.05	2,311.17	7,398.95	71.7
RUSH PARK	140,900.00	148,968.00	125,674.91	5,677.96	23,293.09	84.4
STREET LIGHTING	103,000.00	108,000.00	109,184.43	7,957.58	-1,184.43	101.1
ROSSMOOR WALL	4,400.00	3,700.00	2,200.00	0.00	1,500.00	59.5
STREET SWEEPING	60,000.00	60,000.00	54,393.37	5,002.23	5,606.63	90.7
PARKWAY TREES	166,550.00	176,150.00	175,768.45	8,000.00	381.55	99.8
MINI-PARKS, MEDIANS & TRIANGLE	15,150.00	15,150.00	11,924.47	274.04	3,225.53	78.7
Total Expenditures	1,631,328.00	1,651,751.00	1,528,988.52	72,788.09	122,762.48	92.6

Audited Fund Balance at June 30, 2019: \$1,003,299

Please Note: June Revenue and Expenditure Report was not submitted to the Board at the August meeting due to Fund Balance error. This has been rectified and the report is now correct.

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	1,010,370.00	1,014,695.00	1,023,963.07	5,937.91	0.00	-9,268.07	100.9
ASSESSMENTS	356,040.00	356,040.00	354,187.98	2,331.41	0.00	1,852.02	99.5
USE OF MONEY AND PROPERTY	24,000.00	24,000.00	13,546.14	1,179.72	0.00	10,453.86	56.4
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	5,040.44	756.06	0.00	60,359.56	7.7
FEES AND SERVICES	181,000.00	181,000.00	133,846.97	2,603.75	0.00	47,153.03	73.9
OTHER REVENUE	22,000.00	36,870.00	36,885.49	0.00	0.00	-15.49	100.0
Dept: 00	1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	0.00	110,534.91	93.4
Revenues	1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	0.00	110,534.91	93.4
Grand Total Net Effect:	1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	0.00	110,534.91	

EXPENDITURE REPORT
June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 00							
OPERATIONS AND MAINTENANCE	150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
Dept: 00	150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	649,100.00	661,000.00	603,270.73	33,727.44	0.00	57,729.27	91.3
OPERATIONS AND MAINTENANCE	103,440.00	107,125.00	122,149.32	6,209.31	0.00	-15,024.32	114.0
CONTRACT SERVICES	62,400.00	102,500.00	91,456.88	624.78	0.00	11,043.12	89.2
CAPITAL EXPENDITURES	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
ADMINISTRATION	816,940.00	872,625.00	817,443.33	40,561.53	0.00	55,181.67	93.7
Dept: 20 RECREATION							
OPERATIONS AND MAINTENANCE	44,750.00	57,350.00	42,240.63	0.00	0.00	15,109.37	73.7
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION	45,000.00	57,600.00	42,240.63	0.00	0.00	15,359.37	73.3
Dept: 30 ROSSMOOR PARK							
OPERATIONS AND MAINTENANCE	73,290.00	78,388.00	65,316.06	735.81	0.00	13,071.94	83.3
CONTRACT SERVICES	30,000.00	30,000.00	31,071.82	2,267.77	0.00	-1,071.82	103.6
ROSSMOOR PARK	103,290.00	108,388.00	96,387.88	3,003.58	0.00	12,000.12	88.9
Dept: 40 MONTECITO CENTER							
OPERATIONS AND MAINTENANCE	22,098.00	22,170.00	13,818.63	559.20	0.00	8,351.37	62.3
CONTRACT SERVICES	3,500.00	3,500.00	3,452.42	251.97	0.00	47.58	98.6
CAPITAL EXPENDITURES	500.00	500.00	1,500.00	1,500.00	0.00	-1,000.00	300.0
MONTECITO CENTER	26,098.00	26,170.00	18,771.05	2,311.17	0.00	7,398.95	71.7
Dept: 50 RUSH PARK							
OPERATIONS AND MAINTENANCE	110,900.00	118,968.00	91,207.87	560.19	0.00	27,760.13	76.7
CONTRACT SERVICES	30,000.00	30,000.00	31,617.04	2,267.77	0.00	-1,617.04	105.4
CAPITAL EXPENDITURES	0.00	0.00	2,850.00	2,850.00	0.00	-2,850.00	0.0
RUSH PARK	140,900.00	148,968.00	125,674.91	5,677.96	0.00	23,293.09	84.4
Dept: 60 STREET LIGHTING							
CONTRACT SERVICES	103,000.00	108,000.00	109,184.43	7,957.58	0.00	-1,184.43	101.1
STREET LIGHTING	103,000.00	108,000.00	109,184.43	7,957.58	0.00	-1,184.43	101.1
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	4,400.00	3,700.00	2,200.00	0.00	0.00	1,500.00	59.5

EXPENDITURE REPORT

June 2020 @ 100%

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Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
ROSSMOOR WALL	4,400.00	3,700.00	2,200.00	0.00	0.00	1,500.00	59.5
Dept: 70 STREET SWEEPING							
CONTRACT SERVICES	60,000.00	60,000.00	54,393.37	5,002.23	0.00	5,606.63	90.7
STREET SWEEPING	60,000.00	60,000.00	54,393.37	5,002.23	0.00	5,606.63	90.7
Dept: 80 PARKWAY TREES							
OPERATIONS AND MAINTENANCE	1,550.00	1,550.00	598.45	0.00	0.00	951.55	38.6
CONTRACT SERVICES	120,000.00	120,000.00	120,750.00	0.00	0.00	-750.00	100.6
CAPITAL EXPENDITURES	45,000.00	54,600.00	54,420.00	8,000.00	0.00	180.00	99.7
PARKWAY TREES	166,550.00	176,150.00	175,768.45	8,000.00	0.00	381.55	99.8
Dept: 90 MINI-PARKS AND MEDIANS							
OPERATIONS AND MAINTENANCE	11,550.00	11,550.00	8,472.04	22.06	0.00	3,077.96	73.4
CONTRACT SERVICES	3,500.00	3,500.00	3,452.43	251.98	0.00	47.57	98.6
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,150.00	15,150.00	11,924.47	274.04	0.00	3,225.53	78.7
Expenditures	1,631,328.00	1,651,751.00	1,528,988.52	72,788.09	0.00	122,762.48	92.6
Grand Total Net Effect:	-1,631,328.00	-1,651,751.00	-1,528,988.52	-72,788.09	0.00	-122,762.48	

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

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Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
3000	Current Secured Property Taxes	936,675.00	940,000.00	951,778.11	0.00	0.00	-11,778.11	101.3
3001	Current unsecured prop tax	28,000.00	28,000.00	24,809.37	0.00	0.00	3,190.63	88.6
3002	Prior secured property taxes	6,500.00	6,500.00	6,667.20	215.16	0.00	-167.20	102.6
3003	Prior unsecured prop taxes	395.00	395.00	5,240.90	5,240.90	0.00	-4,845.90	1326.8
3004	Delinquent property taxes	800.00	800.00	0.00	0.00	0.00	800.00	0.0
3010	Current supplemental assessmnt	24,000.00	24,000.00	17,355.39	481.84	0.00	6,644.61	72.3
3020	Public utility tax	14,000.00	15,000.00	18,112.10	0.01	0.00	-3,112.10	120.7
PROPERTY TAXES		1,010,370.00	1,014,695.00	1,023,963.07	5,937.91	0.00	-9,268.07	100.9
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	356,040.00	356,040.00	354,187.98	2,331.41	0.00	1,852.02	99.5
ASSESSMENTS		356,040.00	356,040.00	354,187.98	2,331.41	0.00	1,852.02	99.5
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	24,000.00	24,000.00	13,546.14	1,179.72	0.00	10,453.86	56.4
USE OF MONEY AND PROPERTY		24,000.00	24,000.00	13,546.14	1,179.72	0.00	10,453.86	56.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,400.00	5,400.00	5,040.44	756.06	0.00	359.56	93.3
3305	County street sweep reimburse	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
OTHER GOVERNMENT AGENCIES		65,400.00	65,400.00	5,040.44	756.06	0.00	60,359.56	7.7
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	25,000.00	25,000.00	26,065.00	2,425.75	0.00	-1,065.00	104.3
3405	Wall Rental	500.00	500.00	320.00	0.00	0.00	180.00	64.0
3406	Ball field reservations	25,000.00	25,000.00	15,366.00	0.00	0.00	9,634.00	61.5
3410	Rossmoor building rental	18,500.00	18,500.00	12,379.75	-142.00	0.00	6,120.25	66.9
3412	Montecito building rental	27,000.00	27,000.00	17,912.62	0.00	0.00	9,087.38	66.3
3414	Rush Park Building Rental	85,000.00	85,000.00	61,803.60	320.00	0.00	23,196.40	72.7
FEES AND SERVICES		181,000.00	181,000.00	133,846.97	2,603.75	0.00	47,153.03	73.9
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	2,000.00	3,000.00	2,990.49	0.00	0.00	9.51	99.7
3502	Administrative Fee	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
3504	Winterfest Sponsorships	0.00	13,870.00	13,895.00	0.00	0.00	-25.00	100.2
OTHER REVENUE		22,000.00	36,870.00	36,885.49	0.00	0.00	-15.49	100.0
Dept: 00		1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	0.00	110,534.91	93.4
Revenues		1,658,810.00	1,678,005.00	1,567,470.09	12,808.85	0.00	110,534.91	93.4
Expenditures								
Dept: 00								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
9997	Transfer Out	150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
OPERATIONS AND MAINTENANCE		150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
Dept: 00		150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	8,000.00	9,000.00	8,300.00	500.00	0.00	700.00	92.2
4002	Salaries - Part-time	10,000.00	15,000.00	19,357.55	2,020.05	0.00	-4,357.55	129.1
4003	Salaries - Overtime	6,000.00	12,000.00	11,694.43	179.84	0.00	305.57	97.5
4006	SALARY - ADMINISTRATION	217,400.00	210,000.00	207,625.41	13,140.32	0.00	2,374.59	98.9
4007	Vehicle Allowance	1,500.00	1,500.00	790.47	0.00	0.00	709.53	52.7
4008	SALARY - RECREATION	129,600.00	136,000.00	117,558.69	6,958.81	0.00	18,441.31	86.4
4009	SALARY - PARK/TREE MAINTENANCE	132,000.00	137,000.00	128,537.32	8,482.22	0.00	8,462.68	93.8

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4010 Workers Compensation Insurance	28,000.00	15,000.00	13,255.21	0.00	0.00	1,744.79	88.4
4011 Medical Insurance	79,000.00	86,000.00	57,087.94	0.00	0.00	28,912.06	66.4
4015 Federal Payroll Tax -FICA	37,600.00	39,500.00	39,063.71	2,446.20	0.00	436.29	98.9
SALARIES AND BENEFITS	649,100.00	661,000.00	603,270.73	33,727.44	0.00	57,729.27	91.3
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	24,165.00	24,165.00	48,974.39	0.00	0.00	-24,809.39	202.7
5004 Memberships and Dues	7,200.00	7,200.00	7,691.66	0.00	0.00	-491.66	106.8
5006 Travel & Meetings	1,550.00	2,500.00	3,966.47	2,474.09	0.00	-1,466.47	158.7
5007 Televised Meeting Costs	17,860.00	17,860.00	14,875.90	1,487.60	0.00	2,984.10	83.3
5010 Publications & Legal Notices	6,500.00	6,500.00	6,872.48	105.29	0.00	-372.48	105.7
5012 Printing	2,000.00	3,000.00	3,051.44	64.65	0.00	-51.44	101.7
5014 Postage	3,000.00	5,000.00	4,468.95	251.50	0.00	531.05	89.4
5016 Office Supplies	9,000.00	10,000.00	7,714.33	691.10	0.00	2,285.67	77.1
5020 Telephone	14,365.00	12,500.00	10,722.15	718.56	0.00	1,777.85	85.8
5021 Computer Costs	5,000.00	5,000.00	4,341.07	390.46	0.00	658.93	86.8
5045 Miscellaneous Expenditures	10,000.00	10,000.00	6,486.45	6.83	0.00	3,513.55	64.9
5046 Bank Service Charge	2,800.00	3,400.00	2,984.03	19.23	0.00	415.97	87.8
OPERATIONS AND MAINTENANCE	103,440.00	107,125.00	122,149.32	6,209.31	0.00	-15,024.32	114.0
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	34,000.00	50,000.00	37,323.15	0.00	0.00	12,676.85	74.6
5615 Financial Audit-Consulting	12,500.00	12,500.00	12,500.00	0.00	0.00	0.00	100.0
5620 Misc Studies	0.00	10,000.00	15,000.00	0.00	0.00	-5,000.00	150.0
5670 Other Professional Services	15,900.00	30,000.00	26,633.73	624.78	0.00	3,366.27	88.8
CONTRACT SERVICES	62,400.00	102,500.00	91,456.88	624.78	0.00	11,043.12	89.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
CAPITAL EXPENDITURES	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
ADMINISTRATION	816,940.00	872,625.00	817,443.33	40,561.53	0.00	55,181.67	93.7
Dept: 20 RECREATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5017 Community Events	44,000.00	56,600.00	42,240.63	0.00	0.00	14,359.37	74.6
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	44,750.00	57,350.00	42,240.63	0.00	0.00	15,109.37	73.7
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION	45,000.00	57,600.00	42,240.63	0.00	0.00	15,359.37	73.3
Dept: 30 ROSSMOOR PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5018 Janitorial Supplies	4,500.00	4,500.00	2,607.59	331.35	0.00	1,892.41	57.9
5022 Utilities	13,000.00	13,000.00	10,101.37	0.00	0.00	2,898.63	77.7
5023 Water	22,000.00	27,000.00	24,392.06	0.00	0.00	2,607.94	90.3
5025 SECURED PROP TAX	940.00	1,038.00	1,036.98	0.00	0.00	1.02	99.9
5030 Vehicle Maintenance	1,050.00	1,050.00	1,205.30	42.63	0.00	-155.30	114.8
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	25,337.31	361.83	0.00	4,662.69	84.5
5034 Alarm Systems	850.00	850.00	635.45	0.00	0.00	214.55	74.8
5045 Miscellaneous Expenditures	450.00	450.00	0.00	0.00	0.00	450.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 30 ROSSMOOR PARK								
OPERATIONS AND MAINTENANCE		73,290.00	78,388.00	65,316.06	735.81	0.00	13,071.94	83.3
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	30,000.00	30,000.00	31,071.82	2,267.77	0.00	-1,071.82	103.6
CONTRACT SERVICES		30,000.00	30,000.00	31,071.82	2,267.77	0.00	-1,071.82	103.6
ROSSMOOR PARK		103,290.00	108,388.00	96,387.88	3,003.58	0.00	12,000.12	88.9
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5018	Janitorial Supplies	4,500.00	4,500.00	2,607.59	331.35	0.00	1,892.41	57.9
5020	Telephone	0.00	0.00	124.00	0.00	0.00	-124.00	0.0
5022	Utilities	2,000.00	2,000.00	1,065.92	0.00	0.00	934.08	53.3
5023	Water	2,250.00	2,250.00	1,327.30	0.00	0.00	922.70	59.0
5025	SECURED PROP TAX	798.00	870.00	870.84	0.00	0.00	-0.84	100.1
5030	Vehicle Maintenance	1,050.00	1,050.00	1,081.30	42.63	0.00	-31.30	103.0
5032	Building & Grounds-Maintenance	10,000.00	10,000.00	6,246.48	185.22	0.00	3,753.52	62.5
5034	Alarm Systems	500.00	500.00	495.20	0.00	0.00	4.80	99.0
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		22,098.00	22,170.00	13,818.63	559.20	0.00	8,351.37	62.3
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,500.00	3,500.00	3,452.42	251.97	0.00	47.58	98.6
CONTRACT SERVICES		3,500.00	3,500.00	3,452.42	251.97	0.00	47.58	98.6
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	0.00	1,500.00	1,500.00	0.00	-1,500.00	0.0
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	1,500.00	1,500.00	0.00	-1,000.00	300.0
MONTECITO CENTER		26,098.00	26,170.00	18,771.05	2,311.17	0.00	7,398.95	71.7
Dept: 50 RUSH PARK								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5018	Janitorial Supplies	4,500.00	4,500.00	2,613.04	332.35	0.00	1,886.96	58.1
5022	Utilities	23,000.00	23,000.00	17,832.33	0.00	0.00	5,167.67	77.5
5023	Water	39,000.00	42,000.00	28,032.88	0.00	0.00	13,967.12	66.7
5025	SECURED PROP TAX	4,050.00	3,968.00	3,968.56	0.00	0.00	-0.56	100.0
5030	Vehicle Maintenance	1,050.00	1,200.00	1,205.45	42.63	0.00	-5.45	100.5
5032	Building & Grounds-Maintenance	38,000.00	43,000.00	37,060.41	185.21	0.00	5,939.59	86.2
5034	Alarm Systems	550.00	550.00	495.20	0.00	0.00	54.80	90.0
5045	Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		110,900.00	118,968.00	91,207.87	560.19	0.00	27,760.13	76.7
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	30,000.00	30,000.00	31,617.04	2,267.77	0.00	-1,617.04	105.4
CONTRACT SERVICES		30,000.00	30,000.00	31,617.04	2,267.77	0.00	-1,617.04	105.4
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	0.00	2,850.00	2,850.00	0.00	-2,850.00	0.0
CAPITAL EXPENDITURES		0.00	0.00	2,850.00	2,850.00	0.00	-2,850.00	0.0
RUSH PARK		140,900.00	148,968.00	125,674.91	5,677.96	0.00	23,293.09	84.4
Dept: 60 STREET LIGHTING								

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 60 STREET LIGHTING								
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	103,000.00	108,000.00	109,184.43	7,957.58	0.00	-1,184.43	101.1
	CONTRACT SERVICES	103,000.00	108,000.00	109,184.43	7,957.58	0.00	-1,184.43	101.1
	STREET LIGHTING	103,000.00	108,000.00	109,184.43	7,957.58	0.00	-1,184.43	101.1
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,400.00	2,200.00	2,200.00	0.00	0.00	0.00	100.0
5032	Building & Grounds-Maintenance	2,000.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
	OPERATIONS AND MAINTENANCE	4,400.00	3,700.00	2,200.00	0.00	0.00	1,500.00	59.5
	ROSSMOOR WALL	4,400.00	3,700.00	2,200.00	0.00	0.00	1,500.00	59.5
Dept: 70 STREET SWEEPING								
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	60,000.00	60,000.00	54,393.37	5,002.23	0.00	5,606.63	90.7
	CONTRACT SERVICES	60,000.00	60,000.00	54,393.37	5,002.23	0.00	5,606.63	90.7
	STREET SWEEPING	60,000.00	60,000.00	54,393.37	5,002.23	0.00	5,606.63	90.7
Dept: 80 PARKWAY TREES								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5017	Community Events	1,500.00	1,500.00	598.45	0.00	0.00	901.55	39.9
5051	Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
	OPERATIONS AND MAINTENANCE	1,550.00	1,550.00	598.45	0.00	0.00	951.55	38.6
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	111,000.00	116,500.00	117,310.00	0.00	0.00	-810.00	100.7
5660	TREE REMOVAL	9,000.00	3,500.00	3,440.00	0.00	0.00	60.00	98.3
	CONTRACT SERVICES	120,000.00	120,000.00	120,750.00	0.00	0.00	-750.00	100.6
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	45,000.00	54,600.00	54,420.00	8,000.00	0.00	180.00	99.7
	CAPITAL EXPENDITURES	45,000.00	54,600.00	54,420.00	8,000.00	0.00	180.00	99.7
	PARKWAY TREES	166,550.00	176,150.00	175,768.45	8,000.00	0.00	381.55	99.8
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5022	Utilities	1,150.00	1,150.00	451.45	22.06	0.00	698.55	39.3
5023	Water	7,600.00	7,600.00	7,430.47	0.00	0.00	169.53	97.8
5032	Building & Grounds-Maintenance	2,500.00	2,500.00	590.12	0.00	0.00	1,909.88	23.6
5045	Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	OPERATIONS AND MAINTENANCE	11,550.00	11,550.00	8,472.04	22.06	0.00	3,077.96	73.4
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,500.00	3,500.00	3,452.43	251.98	0.00	47.57	98.6
	CONTRACT SERVICES	3,500.00	3,500.00	3,452.43	251.98	0.00	47.57	98.6
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	MINI-PARKS AND MEDIANS	15,150.00	15,150.00	11,924.47	274.04	0.00	3,225.53	78.7

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures	1,631,328.00	1,651,751.00	1,528,988.52	72,788.09	0.00	122,762.48	92.6
Net Effect for GENERAL FUND	27,482.00	26,254.00	38,481.57	-59,979.24	0.00	-12,227.57	146.6
Change in Fund Balance:			38,481.57				

REVENUE/EXPENDITURE REPORT

June 2020 @ 100%

Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH								
Revenues								
Dept: 00								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	380,000.00	233,680.00	227,847.53	0.00	0.00	5,832.47	97.5
3101	Property assessments-prior yr	1,000.00	2,350.00	5,297.61	355.78	0.00	-2,947.61	225.4
ASSESSMENTS		381,000.00	236,030.00	233,145.14	355.78	0.00	2,884.86	98.8
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,500.00	4,000.00	3,308.20	0.00	0.00	691.80	82.7
USE OF MONEY AND PROPERTY		2,500.00	4,000.00	3,308.20	0.00	0.00	691.80	82.7
Dept: 00		383,500.00	240,030.00	236,453.34	355.78	0.00	3,576.66	98.5
Revenues		383,500.00	240,030.00	236,453.34	355.78	0.00	3,576.66	98.5
Expenditures								
Dept: 50 RUSH PARK								
Acct Class: 56 CONTRACT SERVICES								
5617	Administrative Fees	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
5619	Bond Trustee	3,324.00	3,324.00	3,323.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES		23,324.00	23,324.00	23,323.50	0.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	315,000.00	315,000.00	315,000.00	0.00	0.00	0.00	100.0
5801	Interest	37,355.00	37,355.00	37,355.00	0.00	0.00	0.00	100.0
DEBT SERVICE		352,355.00	352,355.00	352,355.00	0.00	0.00	0.00	100.0
RUSH PARK		375,679.00	375,679.00	375,678.50	0.00	0.00	0.50	100.0
Expenditures		375,679.00	375,679.00	375,678.50	0.00	0.00	0.50	100.0
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		7,821.00	-135,649.00	-139,225.16	355.78	0.00	3,576.16	102.6
Change in Fund Balance:				-139,225.16				

REVENUE/EXPENDITURE REPORT
June 2020 @ 100%

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Rossmoor Community

For the Period: 7/1/2019 to 6/30/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	8,758.00	8,758.00	0.00	0.00	0.00	8,758.00	0.0
PROPERTY TAXES		8,758.00	8,758.00	0.00	0.00	0.00	8,758.00	0.0
Acct Class: 35 OTHER REVENUE								
3600	TRANSFER IN/OUT OTHER FUNDS	150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
OTHER REVENUE		150,000.00	75,000.00	75,000.00	0.00	0.00	0.00	100.0
Dept: 00		158,758.00	83,758.00	75,000.00	0.00	0.00	8,758.00	89.5
Revenues		158,758.00	83,758.00	75,000.00	0.00	0.00	8,758.00	89.5
Expenditures								
Dept: 30 ROSSMOOR PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	48,100.00	8,000.00	5,250.00	0.00	0.00	2,750.00	65.6
CAPITAL EXPENDITURES		48,100.00	8,000.00	5,250.00	0.00	0.00	2,750.00	65.6
ROSSMOOR PARK		48,100.00	8,000.00	5,250.00	0.00	0.00	2,750.00	65.6
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	86,420.00	53,013.00	15,896.00	1,512.00	0.00	37,117.00	30.0
CAPITAL EXPENDITURES		86,420.00	53,013.00	15,896.00	1,512.00	0.00	37,117.00	30.0
RUSH PARK		86,420.00	53,013.00	15,896.00	1,512.00	0.00	37,117.00	30.0
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	11,500.00	14,500.00	11,405.84	0.00	0.00	3,094.16	78.7
OPERATIONS AND MAINTENANCE		11,500.00	14,500.00	11,405.84	0.00	0.00	3,094.16	78.7
CAPITAL PROJECTS		11,500.00	14,500.00	11,405.84	0.00	0.00	3,094.16	78.7
Expenditures		146,020.00	75,513.00	32,551.84	1,512.00	0.00	42,961.16	43.1
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		12,738.00	8,245.00	42,448.16	-1,512.00	0.00	-34,203.16	514.8
Change in Fund Balance:				42,448.16				
Grand Total Net Effect:		48,041.00	-101,150.00	-58,295.43	-61,135.46	0.00	-42,854.57	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Accountant/Bookkeeper Kathy Bell
Subject: JULY 2020 REVENUE & EXPENDITURE REPORT

RECOMMENDATION

Receive and file the Revenue and Expenditure Report for July 2020.

BACKGROUND

The Revenue & Expenditure Report is submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenues and expenses. Where appropriate, footnotes provide information which explains current anomalies.

ATTACHMENTS

1. Revenue & Expenditure Report for the month of July 2020.

REVENUE / EXPENDITURE SUMMARY REPORT
July 2020 @ 8.34%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	1,036,195.00	1,036,195.00	13,569.91	13,569.91	1,022,625.09	1.3
STREET LIGHT ASSESSMENTS	360,000.00	360,000.00	4,705.36	4,705.36	355,294.64	1.3
USE OF MONEY AND PROPERTY	16,000.00	16,000.00	3,088.80	3,088.80	12,911.20	19.3
OTHER GOVERNMENT AGENCIES 1	65,400.00	65,400.00	0.00	0.00	65,400.00	0.0
FEES AND SERVICES	164,900.00	164,900.00	6,405.50	6,405.50	158,494.50	3.9
OTHER REVENUE 2.	77,000.00	77,000.00	0.00	0.00	77,000.00	0.0
Total Revenues	1,719,495.00	1,719,495.00	27,769.57	27,769.57	1,691,725.43	1.6
Expenditures						
ADMINISTRATION	781,025.00	781,025.00	71,889.41	71,889.41	709,135.59	9.2
RECREATION	39,750.00	39,750.00	0.00	0.00	39,750.00	0.0
ROSSMOOR PARK	101,910.00	101,910.00	12,465.66	12,465.66	89,444.34	12.2
MONTECITO CENTER	31,660.00	31,660.00	6,507.04	6,507.04	25,152.96	20.6
RUSH PARK	186,240.00	186,240.00	19,865.17	19,865.17	166,374.83	10.7
STREET LIGHTING	108,000.00	108,000.00	8,015.69	8,015.69	99,984.31	7.4
ROSSMOOR WALL	3,700.00	3,700.00	0.00	0.00	3,700.00	0.0
STREET SWEEPING	60,000.00	60,000.00	5,205.73	5,205.73	54,794.27	8.7
PARKWAY TREES	166,500.00	166,500.00	3,510.00	3,510.00	162,990.00	2.1
MINI-PARKS, MEDIANS & TRIANGLE	14,500.00	14,500.00	1,299.62	1,299.62	13,200.38	9.0
Total Expenditures	1,493,285.00	1,493,285.00	128,758.32	128,758.32	1,364,526.68	8.6

Audited Fund Balance at June 30, 2019: \$1,003,299

1. Orange County has been invoiced for the street sweeping for FY 2019-2020.
2. Budgeted \$40,000 transfer from Fund 40 to Fund 10 is shown in Fund Balance under "Other Revenue."

Property Taxes: Current secured property taxes; current unsecured property taxes; prior secured property taxes; prior unsecured property taxes; delinquent property taxes; current supplements assessments; public utility tax.

Street Light Assessments: Percentages of all Property Taxes collected to pay for the District's Street Light electricity costs.

Interest on Investments: All interest collected from Bank and LAIF accounts.

Other Government Agencies: State homeowner property tax relief and Orange County reimbursement for street sweeping.

Fees and Services: Court reservations; wall rental; field reservations, Rossmoor building rental; Montecito building rental; Rush Park building rental.

Other Revenue: Miscellaneous revenue; administrative fee from Rush Park Bond (last year to be received); Winterfest sponsorships; transfers in from other accounts.

REVENUE REPORT
 JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	1,036,195.00	1,036,195.00	13,569.71	13,569.71	0.00	1,022,625.29	1.3
ASSESSMENTS	360,000.00	360,000.00	4,705.36	4,705.36	0.00	355,294.64	1.3
USE OF MONEY AND PROPERTY	16,000.00	16,000.00	3,088.80	3,088.80	0.00	12,911.20	19.3
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	0.00	0.00	0.00	65,400.00	0.0
FEES AND SERVICES	164,900.00	164,900.00	6,405.50	6,405.50	0.00	158,494.50	3.9
OTHER REVENUE	77,000.00	77,000.00	0.00	0.00	0.00	77,000.00	0.0
Dept: 00	1,719,495.00	1,719,495.00	27,769.37	27,769.37	0.00	1,691,725.63	1.6
Revenues	1,719,495.00	1,719,495.00	27,769.37	27,769.37	0.00	1,691,725.63	1.6
Grand Total Net Effect:	1,719,495.00	1,719,495.00	27,769.37	27,769.37	0.00	1,691,725.63	

EXPENDITURE REPORT
JULY 2020 @ 8.34\$

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Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	544,400.00	544,400.00	36,816.23	36,816.23	0.00	507,583.77	6.8
OPERATIONS AND MAINTENANCE	115,125.00	115,125.00	24,801.29	24,801.29	0.00	90,323.71	21.5
CONTRACT SERVICES	113,000.00	113,000.00	9,168.48	9,168.48	0.00	103,831.52	8.1
CAPITAL EXPENDITURES	8,500.00	8,500.00	1,103.41	1,103.41	0.00	7,396.59	13.0
ADMINISTRATION	781,025.00	781,025.00	71,889.41	71,889.41	0.00	709,135.59	9.2
Dept: 20 RECREATION							
OPERATIONS AND MAINTENANCE	39,500.00	39,500.00	0.00	0.00	0.00	39,500.00	0.0
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION	39,750.00	39,750.00	0.00	0.00	0.00	39,750.00	0.0
Dept: 30 ROSSMOOR PARK							
OPERATIONS AND MAINTENANCE	79,410.00	79,410.00	6,737.31	6,737.31	0.00	72,672.69	8.5
CONTRACT SERVICES	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
CAPITAL EXPENDITURES	500.00	500.00	3,919.35	3,919.35	0.00	-3,419.35	783.9
ROSSMOOR PARK	101,910.00	101,910.00	12,465.66	12,465.66	0.00	89,444.34	12.2
Dept: 40 MONTECITO CENTER							
OPERATIONS AND MAINTENANCE	23,710.00	23,710.00	1,456.04	1,456.04	0.00	22,253.96	6.1
CONTRACT SERVICES	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
CAPITAL EXPENDITURES	5,500.00	5,500.00	4,850.00	4,850.00	0.00	650.00	88.2
MONTECITO CENTER	31,660.00	31,660.00	6,507.04	6,507.04	0.00	25,152.96	20.6
Dept: 50 RUSH PARK							
OPERATIONS AND MAINTENANCE	120,540.00	120,540.00	11,406.17	11,406.17	0.00	109,133.83	9.5
CONTRACT SERVICES	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
CAPITAL EXPENDITURES	43,700.00	43,700.00	6,650.00	6,650.00	0.00	37,050.00	15.2
RUSH PARK	186,240.00	186,240.00	19,865.17	19,865.17	0.00	166,374.83	10.7
Dept: 60 STREET LIGHTING							
CONTRACT SERVICES	108,000.00	108,000.00	8,015.69	8,015.69	0.00	99,984.31	7.4
STREET LIGHTING	108,000.00	108,000.00	8,015.69	8,015.69	0.00	99,984.31	7.4
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
ROSSMOOR WALL	3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
Dept: 70 STREET SWEEPING							

EXPENDITURE REPORT
 JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 70 STREET SWEEPING							
CONTRACT SERVICES	60,000.00	60,000.00	5,205.73	5,205.73	0.00	54,794.27	8.7
STREET SWEEPING	60,000.00	60,000.00	5,205.73	5,205.73	0.00	54,794.27	8.7
Dept: 80 PARKWAY TREES							
OPERATIONS AND MAINTENANCE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
CONTRACT SERVICES	120,000.00	120,000.00	3,510.00	3,510.00	0.00	116,490.00	2.9
CAPITAL EXPENDITURES	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
PARKWAY TREES	166,500.00	166,500.00	3,510.00	3,510.00	0.00	162,990.00	2.1
Dept: 90 MINI-PARKS AND MEDIANS							
OPERATIONS AND MAINTENANCE	11,950.00	11,950.00	1,098.62	1,098.62	0.00	10,851.38	9.2
CONTRACT SERVICES	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	14,500.00	14,500.00	1,299.62	1,299.62	0.00	13,200.38	9.0
Expenditures	1,493,285.00	1,493,285.00	128,758.32	128,758.32	0.00	1,364,526.68	8.6
Grand Total Net Effect:	-1,493,285.00	-1,493,285.00	-128,758.32	-128,758.32	0.00	-1,364,526.68	

REVENUE/EXPENDITURE REPORT
JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current Secured Property Taxes	957,500.00	957,500.00	9,526.45	9,526.45	0.00	947,973.55	1.0
3001 Current unsecured prop tax	29,000.00	29,000.00	0.00	0.00	0.00	29,000.00	0.0
3002 Prior secured property taxes	7,500.00	7,500.00	437.85	437.85	0.00	7,062.15	5.8
3003 Prior unsecured prop taxes	395.00	395.00	0.00	0.00	0.00	395.00	0.0
3004 Delinquent property taxes	800.00	800.00	867.28	867.28	0.00	-67.28	108.4
3010 Current supplemental assessmt	24,000.00	24,000.00	2,738.13	2,738.13	0.00	21,261.87	11.4
3020 Public utility tax	17,000.00	17,000.00	0.00	0.00	0.00	17,000.00	0.0
PROPERTY TAXES	1,036,195.00	1,036,195.00	13,569.71	13,569.71	0.00	1,022,625.29	1.3
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	360,000.00	360,000.00	4,705.36	4,705.36	0.00	355,294.64	1.3
ASSESSMENTS	360,000.00	360,000.00	4,705.36	4,705.36	0.00	355,294.64	1.3
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	16,000.00	16,000.00	3,088.80	3,088.80	0.00	12,911.20	19.3
USE OF MONEY AND PROPERTY	16,000.00	16,000.00	3,088.80	3,088.80	0.00	12,911.20	19.3
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.0
3305 County street sweep reimburse	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	0.00	0.00	0.00	65,400.00	0.0
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	25,000.00	25,000.00	3,402.00	3,402.00	0.00	21,598.00	13.6
3405 Wall Rental	400.00	400.00	0.00	0.00	0.00	400.00	0.0
3406 Ball field reservations	23,000.00	23,000.00	0.00	0.00	0.00	23,000.00	0.0
3410 Rossmoor building rental	16,500.00	16,500.00	0.00	0.00	0.00	16,500.00	0.0
3412 Montecito building rental	25,000.00	25,000.00	84.50	84.50	0.00	24,915.50	0.3
3414 Rush Park Building Rental	75,000.00	75,000.00	2,919.00	2,919.00	0.00	72,081.00	3.9
FEES AND SERVICES	164,900.00	164,900.00	6,405.50	6,405.50	0.00	158,494.50	3.9
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
3502 Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
3504 Winterfest Sponsorships	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
3600 TRANSFER IN/OUT OTHER FUNDS	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
OTHER REVENUE	77,000.00	77,000.00	0.00	0.00	0.00	77,000.00	0.0
Dept: 00	1,719,495.00	1,719,495.00	27,769.37	27,769.37	0.00	1,691,725.63	1.6
Revenues	1,719,495.00	1,719,495.00	27,769.37	27,769.37	0.00	1,691,725.63	1.6
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	9,000.00	9,000.00	500.00	500.00	0.00	8,500.00	5.6
4002 Salaries - Part-time	20,000.00	20,000.00	3,127.50	3,127.50	0.00	16,872.50	15.6
4003 Salaries - Overtime	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
4006 SALARY - ADMINISTRATION	168,000.00	168,000.00	14,098.01	14,098.01	0.00	153,901.99	8.4
4007 Vehicle Allowance	1,500.00	1,500.00	396.42	396.42	0.00	1,103.58	26.4
4008 SALARY - RECREATION	108,800.00	108,800.00	7,199.67	7,199.67	0.00	101,600.33	6.6
4009 SALARY - PARK/TREE MAINTENANCE	109,600.00	109,600.00	7,789.67	7,789.67	0.00	101,810.33	7.1
4010 Workers Compensation Insurance	15,000.00	15,000.00	1,137.17	1,137.17	0.00	13,862.83	7.6
4011 Medical Insurance	75,000.00	75,000.00	0.00	0.00	0.00	75,000.00	0.0
4015 Federal Payroll Tax -FICA	36,000.00	36,000.00	2,567.79	2,567.79	0.00	33,432.21	7.1
SALARIES AND BENEFITS	544,400.00	544,400.00	36,816.23	36,816.23	0.00	507,583.77	6.8
Acct Class: 50 OPERATIONS AND MAINTENANCE							

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Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	24,165.00	24,165.00	15,144.00	15,144.00	0.00	9,021.00	62.7
5004 Memberships and Dues	7,200.00	7,200.00	2,211.52	2,211.52	0.00	4,988.48	30.7
5006 Travel & Meetings	2,500.00	2,500.00	37.85	37.85	0.00	2,462.15	1.5
5007 Televised Meeting Costs	17,860.00	17,860.00	1,487.60	1,487.60	0.00	16,372.40	8.3
5010 Publications & Legal Notices	6,500.00	6,500.00	936.00	936.00	0.00	5,564.00	14.4
5012 Printing	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
5014 Postage	5,000.00	5,000.00	126.35	126.35	0.00	4,873.65	2.5
5016 Office Supplies	10,000.00	10,000.00	804.33	804.33	0.00	9,195.67	8.0
5020 Telephone	12,500.00	12,500.00	1,304.75	1,304.75	0.00	11,195.25	10.4
5021 Computer Costs	5,000.00	5,000.00	845.39	845.39	0.00	4,154.61	16.9
5045 Miscellaneous Expenditures	10,000.00	10,000.00	1,827.69	1,827.69	0.00	8,172.31	18.3
5046 Bank Service Charge	3,400.00	3,400.00	75.81	75.81	0.00	3,324.19	2.2
5050 Elections	8,000.00	8,000.00	0.00	0.00	0.00	8,000.00	0.0
OPERATIONS AND MAINTENANCE							
	115,125.00	115,125.00	24,801.29	24,801.29	0.00	90,323.71	21.5
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	50,000.00	50,000.00	7,116.12	7,116.12	0.00	42,883.88	14.2
5615 Financial Audit-Consulting	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
5670 Other Professional Services	50,000.00	50,000.00	2,052.36	2,052.36	0.00	47,947.64	4.1
CONTRACT SERVICES							
	113,000.00	113,000.00	9,168.48	9,168.48	0.00	103,831.52	8.1
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	6,500.00	6,500.00	1,103.41	1,103.41	0.00	5,396.59	17.0
6010 Equipment	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
CAPITAL EXPENDITURES							
	8,500.00	8,500.00	1,103.41	1,103.41	0.00	7,396.59	13.0
ADMINISTRATION							
	781,025.00	781,025.00	71,889.41	71,889.41	0.00	709,135.59	9.2
Dept: 20 RECREATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5017 Community Events	39,500.00	39,500.00	0.00	0.00	0.00	39,500.00	0.0
OPERATIONS AND MAINTENANCE							
	39,500.00	39,500.00	0.00	0.00	0.00	39,500.00	0.0
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES							
	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION							
	39,750.00	39,750.00	0.00	0.00	0.00	39,750.00	0.0
Dept: 30 ROSSMOOR PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5018 Janitorial Supplies	6,000.00	6,000.00	992.53	992.53	0.00	5,007.47	16.5
5022 Utilities	12,500.00	12,500.00	1,177.84	1,177.84	0.00	11,322.16	9.4
5023 Water	27,000.00	27,000.00	4,455.26	4,455.26	0.00	22,544.74	16.5
5025 SECURED PROP TAX	1,060.00	1,060.00	0.00	0.00	0.00	1,060.00	0.0
5030 Vehicle Maintenance	1,050.00	1,050.00	99.06	99.06	0.00	950.94	9.4
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	0.00	0.00	0.00	30,000.00	0.0
5034 Alarm Systems	850.00	850.00	12.62	12.62	0.00	837.38	1.5
5045 Miscellaneous Expenditures	450.00	450.00	0.00	0.00	0.00	450.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE							
	79,410.00	79,410.00	6,737.31	6,737.31	0.00	72,672.69	8.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
CONTRACT SERVICES							
	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	0.00	0.00	3,919.35	3,919.35	0.00	-3,919.35	0.0

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Rossmoor Community

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Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 30 ROSSMOOR PARK							
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
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CAPITAL EXPENDITURES	500.00	500.00	3,919.35	3,919.35	0.00	-3,419.35	783.9
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ROSSMOOR PARK	101,910.00	101,910.00	12,465.66	12,465.66	0.00	89,444.34	12.2
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5018 Janitorial Supplies	6,000.00	6,000.00	992.53	992.53	0.00	5,007.47	16.5
5022 Utilities	2,000.00	2,000.00	123.71	123.71	0.00	1,876.29	6.2
5023 Water	2,250.00	2,250.00	228.49	228.49	0.00	2,021.51	10.2
5025 SECURED PROP TAX	910.00	910.00	0.00	0.00	0.00	910.00	0.0
5030 Vehicle Maintenance	1,050.00	1,050.00	99.06	99.06	0.00	950.94	9.4
5032 Building & Grounds-Maintenance	10,000.00	10,000.00	0.00	0.00	0.00	10,000.00	0.0
5034 Alarm Systems	500.00	500.00	12.25	12.25	0.00	487.75	2.5
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	23,710.00	23,710.00	1,456.04	1,456.04	0.00	22,253.96	6.1
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
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CONTRACT SERVICES	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	5,000.00	5,000.00	4,850.00	4,850.00	0.00	150.00	97.0
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
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CAPITAL EXPENDITURES	5,500.00	5,500.00	4,850.00	4,850.00	0.00	650.00	88.2
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MONTECITO CENTER	31,660.00	31,660.00	6,507.04	6,507.04	0.00	25,152.96	20.6
Dept: 50 RUSH PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5018 Janitorial Supplies	6,000.00	6,000.00	995.52	995.52	0.00	5,004.48	16.6
5022 Utilities	23,000.00	23,000.00	2,311.62	2,311.62	0.00	20,688.38	10.1
5023 Water	42,000.00	42,000.00	6,722.75	6,722.75	0.00	35,277.25	16.0
5025 SECURED PROP TAX	4,040.00	4,040.00	0.00	0.00	0.00	4,040.00	0.0
5030 Vehicle Maintenance	1,200.00	1,200.00	99.05	99.05	0.00	1,100.95	8.3
5032 Building & Grounds-Maintenance	43,000.00	43,000.00	1,264.99	1,264.99	0.00	41,735.01	2.9
5034 Alarm Systems	550.00	550.00	12.24	12.24	0.00	537.76	2.2
5045 Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	120,540.00	120,540.00	11,406.17	11,406.17	0.00	109,133.83	9.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
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CONTRACT SERVICES	22,000.00	22,000.00	1,809.00	1,809.00	0.00	20,191.00	8.2
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	43,700.00	43,700.00	6,650.00	6,650.00	0.00	37,050.00	15.2
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CAPITAL EXPENDITURES	43,700.00	43,700.00	6,650.00	6,650.00	0.00	37,050.00	15.2
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RUSH PARK	186,240.00	186,240.00	19,865.17	19,865.17	0.00	166,374.83	10.7
Dept: 60 STREET LIGHTING							
Acct Class: 56 CONTRACT SERVICES							
5650 Lighting and Maintenance	108,000.00	108,000.00	8,015.69	8,015.69	0.00	99,984.31	7.4

REVENUE/EXPENDITURE REPORT
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Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 60 STREET LIGHTING								
	CONTRACT SERVICES	108,000.00	108,000.00	8,015.69	8,015.69	0.00	99,984.31	7.4
	STREET LIGHTING	108,000.00	108,000.00	8,015.69	8,015.69	0.00	99,984.31	7.4
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,200.00	2,200.00	0.00	0.00	0.00	2,200.00	0.0
5032	Building & Grounds-Maintenance	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
	OPERATIONS AND MAINTENANCE	3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
	ROSSMOOR WALL	3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
Dept: 70 STREET SWEEPING								
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	60,000.00	60,000.00	5,205.73	5,205.73	0.00	54,794.27	8.7
	CONTRACT SERVICES	60,000.00	60,000.00	5,205.73	5,205.73	0.00	54,794.27	8.7
	STREET SWEEPING	60,000.00	60,000.00	5,205.73	5,205.73	0.00	54,794.27	8.7
Dept: 80 PARKWAY TREES								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5017	Community Events	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
	OPERATIONS AND MAINTENANCE	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	117,000.00	117,000.00	3,510.00	3,510.00	0.00	113,490.00	3.0
5660	TREE REMOVAL	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
	CONTRACT SERVICES	120,000.00	120,000.00	3,510.00	3,510.00	0.00	116,490.00	2.9
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
	CAPITAL EXPENDITURES	45,000.00	45,000.00	0.00	0.00	0.00	45,000.00	0.0
	PARKWAY TREES	166,500.00	166,500.00	3,510.00	3,510.00	0.00	162,990.00	2.1
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5022	Utilities	950.00	950.00	58.10	58.10	0.00	891.90	6.1
5023	Water	8,200.00	8,200.00	1,040.52	1,040.52	0.00	7,159.48	12.7
5032	Building & Grounds-Maintenance	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
5045	Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	OPERATIONS AND MAINTENANCE	11,950.00	11,950.00	1,098.62	1,098.62	0.00	10,851.38	9.2
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
	CONTRACT SERVICES	2,450.00	2,450.00	201.00	201.00	0.00	2,249.00	8.2
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	MINI-PARKS AND MEDIANS	14,500.00	14,500.00	1,299.62	1,299.62	0.00	13,200.38	9.0
Expenditures		1,493,285.00	1,493,285.00	128,758.32	128,758.32	0.00	1,364,526.68	8.6

REVENUE/EXPENDITURE REPORT
 JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Net Effect for GENERAL FUND	226,210.00	226,210.00	-100,988.95	-100,988.95	0.00	327,198.95	-44.6
Change in Fund Balance:			-100,988.95				

REVENUE/EXPENDITURE REPORT
 JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	0.00	0.00	2,574.90	2,574.90	0.00	-2,574.90	0.0
3101 Property assessments-prior yr	0.00	0.00	704.35	704.35	0.00	-704.35	0.0
ASSESSMENTS	0.00	0.00	3,279.25	3,279.25	0.00	-3,279.25	0.0
Acct Class: 35 OTHER REVENUE							
3600 TRANSFER IN/OUT OTHER FUNDS	433,324.00	433,324.00	0.00	0.00	0.00	433,324.00	0.0
OTHER REVENUE	433,324.00	433,324.00	0.00	0.00	0.00	433,324.00	0.0
Dept: 00	433,324.00	433,324.00	3,279.25	3,279.25	0.00	430,044.75	0.8
Revenues	433,324.00	433,324.00	3,279.25	3,279.25	0.00	430,044.75	0.8
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619 Bond Trustee	3,324.00	3,324.00	0.00	0.00	0.00	3,324.00	0.0
5625 Assessment Engineer	0.00	0.00	89,790.96	89,790.96	0.00	-89,790.96	0.0
CONTRACT SERVICES	23,324.00	23,324.00	89,790.96	89,790.96	0.00	-66,466.96	385.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	410,000.00	410,000.00	0.00	0.00	0.00	410,000.00	0.0
DEBT SERVICE	410,000.00	410,000.00	0.00	0.00	0.00	410,000.00	0.0
RUSH PARK	433,324.00	433,324.00	89,790.96	89,790.96	0.00	343,533.04	20.7
Expenditures	433,324.00	433,324.00	89,790.96	89,790.96	0.00	343,533.04	20.7
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	0.00	0.00	-86,511.71	-86,511.71	0.00	86,511.71	0.0
Change in Fund Balance:			-86,511.71				

REVENUE/EXPENDITURE REPORT
 JULY 2020 @ 8.34\$

Rossmoor Community

For the Period: 7/1/2020 to 7/31/2020	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
2999 FY Begin Fund Balance	45,566.00	45,566.00	0.00	0.00	0.00	45,566.00	0.0
PROPERTY TAXES	45,566.00	45,566.00	0.00	0.00	0.00	45,566.00	0.0
Dept: 00	45,566.00	45,566.00	0.00	0.00	0.00	45,566.00	0.0
Revenues	45,566.00	45,566.00	0.00	0.00	0.00	45,566.00	0.0
Expenditures							
Dept: 00							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
9997 Transfer Out	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
OPERATIONS AND MAINTENANCE	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
Dept: 00	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
Expenditures	40,000.00	40,000.00	0.00	0.00	0.00	40,000.00	0.0
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	5,566.00	5,566.00	0.00	0.00	0.00	5,566.00	0.0
Change in Fund Balance:			-86,511.71				
Grand Total Net Effect:	231,776.00	231,776.00	-187,500.66	-187,500.66	0.00	419,276.66	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RESOLUTION No. 20-09-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE EARLY PAY OFF OF THE 30-YEAR, \$5 MILLION, RUSH PARK BOND

RECOMMENDATION

Approve Resolution No. 20-09-08-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE EARLY PAY OFF OF THE 30-YEAR, \$5 MILLION, RUSH PARK BOND

BACKGROUND

The Rossmoor Community Services District Board of Directors is proud to pay off the Rush Park Bond 12 months early and save Rossmoor property owners the final payment of \$108.60 in FY 2020-2021, as well as saving RCSD approximately \$7,000 for the final year's interest payment. The RCSD held a Bond Burning Celebration on Tuesday, September 8, 2020 at 6:30 p.m. in commemoration of the early payoff of the Rush Park Bond in September 2020. This milestone in Rossmoor history is dedicated to the residents of this great community who are its greatest asset.

ATTACHMENTS

1. Resolution No. 20-09-08-01 (*previously adopted earlier in the agenda as part of Agenda Item A4-a.*)

RESOLUTION NO. 20-09-08-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
AUTHORIZING THE EARLY PAY OFF OF THE 30-YEAR, \$5
MILLION, RUSH PARK BOND**

WHEREAS, in 1990, a 30-year bond in the amount of \$5 million was approved by the voters to purchase the Benjamin Rush Elementary School property from the Los Alamitos Unified School District (LAUSD). Because of the 30-year bond purchase, approximately \$109 was added annually to the property tax bill of all Rossmoor residential properties; and

WHEREAS, the following year in 1991, the Rossmoor Community Services District (RCSD) purchased the 8.5-acre Benjamin Rush Elementary School site. The land was subsequently modified and converted to what is now known as Rush Park and includes the RCSD District Office, park and amenities, and an auditorium for community use; and

WHEREAS, the original payoff date for the bond is scheduled to be on September 2, 2021; and

WHEREAS, it has been a priority of the Rossmoor Community Services District Board of Directors to accelerate payments so that the Rush Park Bond could be paid off early.

NOW, THEREFORE BE IT RESOLVED by the Board of Directors of the Rossmoor Community Services District that the Board is proud to pay off the Rush Park Bond 12 months early and save Rossmoor property owners the final payment of \$108.60 in FY 2020-2021, as well as saving RCSD approximately \$7,000 for the final year’s interest payment.

BE IT FURTHER RESOLVED that the RCSD held a Bond Burning Celebration on Tuesday, September 8, 2020 at 6:30 p.m. in commemoration of the early payoff of the Rush Park Bond in September 2020. This milestone in Rossmoor history is dedicated to the residents of this great community who are its greatest asset.

PASSED AND ADOPTED this 8th day of September 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

Michael Maynard, President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: September 8, 2020

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Initiated by General Counsel Tarquin Preziosi

Subject: RESOLUTION NO. 20-09-08-02 RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ADOPTING A CONFLICT OF INTEREST CODE WHICH SUPERSEDES ALL PRIOR CONFLICT OF INTEREST CODES AND AMENDMENTS PREVIOUSLY ADOPTED

RECOMMENDATION

Staff recommendation that the Board of Directors review Policy No. 1020 Conflict of Interest and subsequently approve the amended policy by resolution at the September regular meeting of the Board.

BACKGROUND

The Political Reform Act, Government Code Section 87100. et seq., requires state and local government agencies to adopt and promulgate conflict of interest codes. As explained by the Fair Political Practices Commission (FPPC), to ensure conflict of interest codes remain current and accurate each local agency is required to review its code at least every even-numbered year. The District has not received the standard Biennial Notice as a reminder of this obligation from the Orange County Board of Supervisors. However, the District is still mandated to conduct a biannual review. The FPPC advises that when determining whether to amend, an agency should carefully review its current conflict of interest code and consider the following:

- Is the current code more than five years old?
- Have there been any substantial changes to the agency's organizational structure since the current code was adopted?
- Have any positions been eliminated or renamed since the current code was adopted?

- Have any new positions been added since the current code was adopted?
- Have there been any substantial changes in duties or responsibilities for any positions since the current code was adopted?
- If an agency answers “yes” to any of the above questions, most likely its conflict of interest code will need to be amended.

Staff in consultation with General Counsel have reviewed the above factors. Policy No. 1020 Conflict of Interest, was last revised by the Board in July, 2018. Staff is proposing to add one new category, Deputy General Counsel. The Deputy General Counsel position performs legal work for the District at the direction of the General Counsel. In addition, because the Deputy General Counsel may act as the General Counsel in the General Counsel and/or the Assistant General Counsel’s absence, this position was added for consistency.

Attached for the Board’s review is proposed Resolution No. 20-09-08-02 which adopts these revisions.

ATTACHMENTS:

1. Resolution No. 18-08-14-02 (current)
2. Resolution No. 20-09-08-02 (proposed)
2. Policy No. 1020 Conflict of Interest.

RESOLUTION NO. 18-08-14-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE WHICH
SUPERSEDES ALL PRIOR CONFLICT CODES AND
AMENDMENTS PREVIOUSLY ADOPTED**

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000 et seq. (“the Act”) requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

WHEREAS, the Rossmoor Community Services District has previously adopted a Conflict of Interest Code and Code now requires updating; and

WHEREAS, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their codes in conformity with the Political Reform Act.; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Conflict of Interest Code was provided each designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Conflict of Interest Code at a regular meeting of the Board of Directors on October 12, 2010, at which all present were given an opportunity to be heard on the proposed amended Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The terms of Title 2, California Code of Regulations, Section 18730 (Attachment A) and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibits A and B in members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Rossmoor Community Services District.

Section 2. The provisions of all Conflict of Interest Codes and Amendments thereto previously adopted by the Rossmoor Community Services District and hereby suspended.

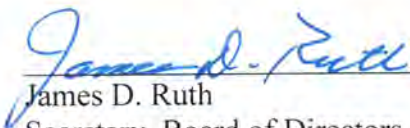
Section 3. The Filing Officer is hereby authorize to forward a copy of this Resolution to the Clerk of the Orange County Board of Supervisors as required by California Government Code Section 87303.

PASSED AND ADOPTED this 14th day of August, 2018.



Tony DeMarco,
President, Board of Directors
Rossmoor Community Services District

ATTEST:



James D. Ruth
Secretary, Board of Directors
Rossmoor Community Services District

RESOLUTION NO. 20-09-08-02

**RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
ADOPTING A CONFLICT OF INTEREST CODE WHICH
SUPERSEDES ALL PRIOR CONFLICT CODES AND
AMENDMENTS PREVIOUSLY ADOPTED**

WHEREAS, the Political Reform Act of 1974, Government Code Section 81000 et seq. ("the Act") requires a local government agency to adopt a Conflict of Interest Code pursuant to the Act; and

WHEREAS, the Rossmoor Community Services District has previously adopted a Conflict of Interest Code which now requires updating; and

WHEREAS, amendments to the Act have in the past and foreseeably will in the future require conforming amendments to be made to the Conflict of Interest Code; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation, Title 2, California Code of Regulations, Section 18730, which contains terms for a standard model Conflict of Interest Code, which together with amendments thereto, may be adopted by public agencies and incorporated by reference to save public agencies time and money by minimizing the actions required of such agencies to keep their codes in conformity the with the Political Reform Act; and

WHEREAS, notice of the time and place of a public meeting on, and of consideration by the Board of Directors of, the proposed amended Conflict of Interest Code was provided to each designated employee and publicly posted for review at the offices of the District; and

WHEREAS, a public meeting was held upon the proposed amended Conflict of Interest Code at a regular meeting of the Board of Directors on September 8, 2020, at which all present were given an opportunity to be heard on the proposed amended Conflict of Interest Code.

NOW, THEREFORE, BE IT RESOLVED:

Section 1. The terms of Title 2, California Code of Regulations, Section 18730 (Attachment A) and any amendments to it duly adopted by the Fair Political Practices Commission are hereby incorporated by reference and, together with Exhibits A and B in members and employees are designated and disclosure categories are set forth, constitute the Conflict of Interest Code of the Rossmoor Community Services District.

Section 2. The provisions of all Conflict of Interest Codes and Amendments thereto previously adopted by the Rossmoor Community Services District are hereby revoked.

Section 3. The Filing Officer is hereby authorized to forward a copy of this Resolution to the Clerk of the Orange County Board of Supervisors as required by California Government Code Section 87303.

PASSED AND ADOPTED this 8th day of September 2020.

President, Board of Directors
Rossmoor Community Services District

ATTEST:

Secretary, Board of Directors
Rossmoor Community Services District

APPENDIX
CONFLICT OF INTEREST CODE OF
THE
ROSSMOOR COMMUNITY SERVICES DISTRICT

EXHIBIT "A"

OFFICIALS WHO MANAGE PUBLIC INVESTMENTS

District Officials who manage public investments, as defined by 2 Cal. Code of Regs. § 18700.3, are NOT subject to the District's Code, but are subject to the disclosure requirements of the Act. (Government Code Section 87200 et seq.). [Regs. § 18730(b)(3)] These positions are listed here for informational purposes only.

It has been determined that the positions listed below are officials who manage public investments.¹

Members of the Board of Directors

General Manager

Financial Consultant

¹Individuals holding one of the above-listed positions may contact the FPPC for assistance or written advice regarding their filing obligations if they believe that their position has been categorized incorrectly. The FPPC makes the final determination whether a position is covered by § 87200.

DESIGNATED POSITIONS

GOVERNED BY THE CONFLICT OF INTEREST CODE

<u>DESIGNATED EMPLOYEES'</u> <u>TITLE OR FUNCTION</u>	<u>DISCLOSURE CATEGORIES</u> <u>ASSIGNED</u>
Accountant Bookkeeper	4
Administrative Assistant	4
General Counsel	1, 2
Assistant General Counsel	1, 2
Deputy General Counsel	1, 2
IT Supervisor	5
IT Technician	5
Park Superintendent	5
Recreation Superintendent	5
Urban Forest Manager	5
Consultant ²	

² Consultants shall be included in the list of Designated Employees and shall disclose pursuant to the broadest disclosure category in this Code subject to the following limitation:

The General Manager may determine in writing that a particular consultant, although a "designated position," is hired to perform a range of duties that are limited in scope and thus is not required to fully comply with the disclosure requirements described in this Section. Such written determination shall include a description of the consultant's duties and, based upon that description, a statement of the extent of disclosure requirements. The General Manager's determination is a public record and shall be retained for public inspection in the same manner and location as this Conflict of Interest Code.

EXHIBIT "B"

DISCLOSURE CATEGORIES

The disclosure categories listed below identify the types of investments, business entities, sources of income, including gifts, loans and travel payments, or real property which the Designated Employee must disclose for each disclosure category to which he or she is assigned.

Category 1: All investments and business positions and sources of income, including gifts, loans and travel payments, that are located in, that do business in or own real property within the jurisdiction of the District.

Category 2: All interests in real property which is located in whole or in part within, or not more than two (2) miles outside, the jurisdiction of the District.

Category 3: All investments and business positions and sources of income, including gifts, loans and travel payments, that are engaged in land development, construction or the acquisition or sale of real property within the jurisdiction of the District.

Category 4: All investments and business positions and sources of income, including gifts, loans and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the District.

Category 5: All investments and business positions and sources of income, including gifts, loans and travel payments, that provide services, supplies, materials, machinery, vehicles or equipment of a type purchased or leased by the Designated Employee's department, unit or division.

Rossmoor Community Services District

Policy

No. 1020

CONFLICT OF INTEREST

1020.10 Policy: The Policy on Conflict of Interest is set forth in Resolution No.18-08-14-02. A copy of Resolution No. 18-08-14-02 is attached for reference purposes.

Adopted: August 12, 1994
Reaffirmation: October 17, 2000
Approved renumbering & format: October 8, 2002
Reaffirmed: April 8, 2003
Amended: November 9, 2004
Amended: October 12, 2010
Amended: August 14, 2018

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-3

Date: September 8, 2020
To: Honorable Board of Directors
From: General Manager Joe Mendoza
SUBJECT: RESOLUTION NO. 20-09-08-03 A RESOLUTION OF THE BOARD OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION

Approve by roll call vote, Resolution No. 20-09-08-03 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

BACKGROUND

A claim in the amount of \$400.00 has been filed by Rossmoor resident Donna Shalbey residing at Loch Lomond, Rossmoor, CA 90720, alleging damage to her property caused by a parkway tree. This claim was forwarded to California Joint Powers Insurance Authority (CJPIA) who provides insurance for the District. Through their claims administration, the District was advised to reject the claim.

The attached Resolution formally rejects the tort claim. Further action on this matter will be conducted in accordance with established liability claim procedures as recommended by CJPIA. By rejection of this claim, the matter will be turned back over to CJPIA for their decision on whether or not to pay the claim.

ATTACHMENTS

1. Resolution No. 20-09-08-03 Rejection of Claim.
2. Claim: Dated July 31, 2020.
3. Email dated August 14, 2020 from CJPIA Advising the District to Reject the Claim.

ROSSMOOR COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 20-09-08-03

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

WHEREAS, a claim for monetary damages (Claim) was presented by Donna Shalbey, dated July 31, 2020 against the Rossmoor Community Services District for property damages; and

WHEREAS, that the Board of Directors the Rossmoor Community Services District has timely considered the Claim filed by Donna Shalbey.

NOW, THEREFORE BE IT RESOLVED that the Board of Directors of the Rossmoor Community Services District has concluded that the Claim be rejected in its entirety.

BE IT FURTHER RESOLVED that the District’s General Manager is authorized to give notice to Ms. Donna Shalbey of this Board’s decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action on the Claim. Such notice, together with a copy of this Resolution, shall be served upon Donna Shalbey on or before September 18, 2020.

PASSED AND ADOPTED this 8th day of September 2020.

AYES:

NOES:

ABSTAIN:

ABSENT:

Michael Maynard, President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

CLAIM FORM

(Please Type or Print)

CLAIM AGAINST ROSSMOOR COMMUNITY SERVICES DISTRICT

Claimant's name: Donna Shalby DOB: [Redacted]

Claimant's address: [Redacted] Loch Lomond Rd., Rossmoor

Address where notices about claim are to be sent, if different from above:

Date of incident/accident: 7/9/2020 same

Date injuries, damages, or losses were discovered same (but out of town) so physically

Location of incident/accident: * Donnie Ann site of 1151 Loch Lomond Rd. saw for myself 7/15/2020

What did entity or employee do to cause this loss, damage, or injury? n/a employees - Tree branches broke off (Use back of this form or separate sheet if necessary to answer this question in detail.)

What are the names of the entity's employees who caused this injury, damage, or loss (if known)? Tree on Donnie Ann, corner of 1151 Loch Lomond Rd. n/a

What specific injuries, damages, or losses did claimant receive? New 2019 Audi Q5 Damaged from broken 10ft branches slamming (Use back of this form or separate sheet if necessary to answer this question in detail.)

Mostly Right side Passenger front + Rear Seats + Dents, Down on vehicle.

What amount of money is claimant seeking or, if the amount is in excess of \$10,000, which is the appropriate court of jurisdiction. Note: If Superior and Municipal Courts are consolidated, you must represent whether it is a "limited civil case" [see Government Code 910(f)]

My Insurance may cover damages. I have a comprehensive 400 deductible that should be covered (paid by RCSD.) *least (Use back of this form or separate sheet if necessary to answer this question in detail.)

Have you filed a claim with your insurance carrier? Yes [checked] No

Date Signed: 7/31/2020 Signature: [Signature] (562) [Redacted]

If signed by representative: RECU

Representative's Name Address JUL 31 2020

Telephone #

Relationship to Claimant

P.S. - I first called + left message for Mary Kingman and later received claim form via email. Please Note, I also informed that additional branches were looking weak + loose and may need to be removed.

















CARL WARREN & COMPANY
Claims Management and Solutions

August 6, 2020

Donna Shalbey
[REDACTED] Loch Lomond Road
Rossmoor, CA 90720-2910

RE: Claimant : Donna Shalbey
Member : Rossmoor Community Services District
Date of Event : 7/9/20
CW File Number : 3003951

Carl Warren & Company is the liability claims administrator for the Rossmoor Community Services District in this matter. The above-referenced claim was referred to our office for investigation.

This matter is being handled under the file number provided above and is being investigated by our Claims Adjuster Debbie Been [REDACTED]

Upon completion of the investigation, we will contact you concerning our determination of liability.

Very Truly Yours,
CARL WARREN & CO.

George J. Mankiewicz
Claims Supervisor

Jessica Verduzco

From: myJPIA Mail <noreply-myjpia@cjpia.org>
Sent: Wednesday, August 05, 2020 2:24 PM
To: Jessica Verduzco
Subject: California JPIA Claim Submission - New Claim Received (#1496941503)

Dear Jessica Verduzco,

This is your confirmation that we have received your claim submission at California JPIA with the following summary of information:

Reference Number: 1496941503
Date Submitted: 8/5/2020
Organization: Rossmoor CSD
Reported By: Jessica Verduzco (jverduzco@rossmoor-csd.org)
Date of Event: 7/9/2020
Location of Event: [REDACTED] Loch Lomond Rd. Rossmor, Ca 90720

The description provided for the claim was:

The tree on Donnie Ann, corner of [REDACTED] Loch Lomond Rd dropped a large branch on her 2019 Audi Q5. Branch was approximately 10 ft. and slammed onto her car causing damage (scratches and dents) to the right side passenger front and rear.

We will be contacting you as soon as possible regarding the submitted claim. If you need to contact us regarding this claim, please include the following details in your communications.

Sincerely,

California JPIA

Jessica Verduzco

From: Been, Debbi <dbeen@carlwarren.com>
Sent: Thursday, August 06, 2020 3:08 PM
To: Jessica Verduzco
Subject: OURE: 3003951 Donna Shalbey
Attachments: 3003951 CLAIM FORM DOC.pdf

Hi Jessica, so good to meet you remotely. If you have any questions or needs please don't hesitate to reach out.

Attached you will find the claim for reference purposes. The following is needed to move forward our investigation.

1. Confirm tree ownership.
2. Provide maintenance schedule.
3. Confirm the schedule was followed.
4. What was the health of the tree at the last trim and incident date.
5. If there was a history of complaints re this specific tree, what was done to satisfy the complaints?
6. What was the cause of the limb falling? And could this have been prevented?

Thank you, Debbi

Debbi Been | Claims Examiner
Carl Warren & Company

PO Box 2411, Tustin, CA 92781
Office: 714-881-5164 | Fax: 866-254-4423

Because Quality and Integrity Matter... please EMAIL my Supervisor about the service you received.

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Jessica Verduzco

From: Mary Kingman
Sent: Friday, August 07, 2020 10:03 AM
To: Jessica Verduzco; Been, Debbi
Subject: RE: OURE: 3003951 Donna Shalbey

Good morning Debbi,

Nice to meet you too!

I have included the information that you need below.

1. The parkway tree is owned by Rossmoor Community Services District.
2. Maintenance schedule is copied below.
3. Maintenance schedule was followed.
4. Tree was not noted as diseased or declining at last trim but many trees of this species are being affected by a bacterial disease that is prevalent in this region. The disease rate of infection, symptoms and tree response to the disease vary considerably and a tree may survive many years after infection occurs. Upon recent inspection, I found that the tree is showing early symptoms of the disease. I will continue to monitor the tree for further disease and decline. Since the tree experienced limb failures, I have scheduled a safety trim for the week of August 10, 2020. This trim will be done in order to reduce the limbs over the sidewalk and roadway and to reduce the risk of failure in limbs that are potentially weak from disease or may have excess weight from summer foliage and fruit growth.
5. There are no previous service requests regarding tree and no recorded history of previous limb failures.
6. The limb failure is attributed to Summer Branch Drop, a phenomenon that causes healthy trees to drop limbs in hot weather. It is also possible that the limbs may have been weakened by Bacterial Scorch disease. The limbs were disposed of before I could inspect. The tree was pruned less than a year ago and was not noted as being diseased or declining by pruning crew. A Level 1, limited visual assessment of the tree was performed by myself on this tree and all trees in the same grid prior to Grid pruning in September 2019 and the tree was not flagged as diseased or declining at that time.

Maintenance Schedule

District	Address	Location	Species	DBH	Height
1	LOCH LOMOND RD	Side-2	<i>Liquidambar styraciflua 'Rotundiloba'</i>	07-12	15-30
	On: 3122 DONNIE ANN RD		ROUND-LEAFED SWEETGUM		

Maintenance	Valid	Est. Value	Utility	Parkway
Grid/Routine Trim	Yes	\$1,380	No	6

Crew	Date	Work Type / Comments
WCA	10/17/2019	Grid Pruning
WCA	10/27/2015	Tree Pruning 0-6 DSH
WCA	09/13/2011	Tree Pruning 0-6 DSH
WCA	08/31/2007	Tree Pruning 0-6 DSH
WCA	11/23/2005	SP Plant 15 Gal w/o RB (ROUND-LEAFED SWEETGUM)
WCA	05/07/2004	Tree Trimming 0-6 DBH
WCA	11/11/2003	SP Plant 15 Gal w/o RB (ROUND-LEAFED SWEETGUM)
WCA	12/17/1999	Trim 7-18" dbh

Jessica Verduzco

From: Been, Debbi [REDACTED]
Sent: Friday, August 14, 2020 4:30 PM
To: Mary Kingman; Jessica Verduzco
Subject: RE: OURE: 3003951 Donna Shalbey

Wow, what a beautiful response, and so quick.
With all of the info provided this is obviously a claim for rejection.
Are you in agreement?
Have a wonderful weekend?
Happy day, Debbi

Debbi Been | Claims Examiner
Carl Warren & Company

PO Box 2411, Tustin, CA 92781
Office: 714-881-5164 | Fax: 866-254-4423

Because Quality and Integrity Matter... please EMAIL my Supervisor about the service you received.

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From: Mary Kingman <MKingman@rossmoor-csd.org>
Sent: Friday, August 07, 2020 10:03 AM
To: Jessica Verduzco <JVerduzco@rossmoor-csd.org>; Been, Debbi [REDACTED]
Subject: RE: OURE: 3003951 Donna Shalbey

Good morning Debbi,

Nice to meet you too!

I have included the information that you need below.

1. The parkway tree is owned by Rossmoor Community Services District.
2. Maintenance schedule is copied below.
3. Maintenance schedule was followed.
4. Tree was not noted as diseased or declining at last trim but many trees of this species are being affected by a bacterial disease that is prevalent in this region. The disease rate of infection, symptoms and tree response to the disease vary considerably and a tree may survive many years after infection occurs. Upon recent inspection, I found that the tree is showing early symptoms of the disease. I will continue to monitor the tree for further disease and decline. Since the tree experienced limb failures, I have scheduled a safety trim for the week of

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: September 8, 2020

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: DISCUSSION AND POSSIBLE ACTION RE: ROSSMOOR HOMEOWNERS ASSOCIATION'S REQUEST FOR FEE WAIVER FOR USE OF THE RUSH PARK AUDITORIUM FOR A MEET YOUR CANDIDATES NIGHT TOWN HALL EVENT

RECOMMENDATION

Approve the request of the Rossmoor Homeowners Association (RHA) for co-sponsorship of the *Meet Your Candidates Night Town Hall* event.

BACKGROUND

The Rossmoor Homeowners Association is requesting approval to coordinate and host a *Meet Your Candidates Night* at the Rush Park Auditorium on Tuesday, September 29, 2020 starting at 7:00 p.m. The RHA plans to invite State Assembly District 72 candidates, LAUSD Trustee Area 2 candidates, and RCSD Board Candidates to the event. The RHA is working on live feed to LA TV3, and social media streaming. Questions will be solicited via the OurRossmoor.com site prior to the event and during the event via selected social media platforms. This is currently planned to be a virtual event, with no public audience in attendance. An alternate date is Tuesday October 6, 2020.

ATTACHMENTS

1. Email request dated August 29, 2020 from the RHA requesting District co-sponsorship.

From: Art Remnet [REDACTED]
Date: August 29, 2020 at 7:53:58 AM PDT
To: Joe Mendoza [REDACTED]
Subject: Follow up.

Hi Joe.

Apologies for not getting this email to you last night. Dinner and then some Red Cross work for the fires up north and well I was toast.

Anyway here goes:

- Red Cross Blood Drive Friday October 2nd. The Drive is from 10:00-4:00. The Red Cross will need access from about 8:30 to 5:00.
- Meet the Candidates Night Town Hall, Tuesday September 29th starting at 7:00 p.m. We are planning to invite State Assembly District 72 candidates (Nguyen & Nguyen), LAUSD Trustee Area 2 candidates, and RCSD Board Candidates to the event. We are working on live feed to LA TV3, and social media streaming. We will be soliciting questions from the neighborhood via the OurRossmoor.com site prior to the event and during the event via selected social media. More details to follow as we get things in place. This is currently planned to be a virtual event, with no public audience in attendance. Backup date is Tuesday October 6th.

Thank so much for your support Joe. You continue to be a great asset the RCSD and all of Rossmoor. You are very much appreciated.

Art

Art Remnet
Understand. Plan. *Move Forward.*TM

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: September 8, 2020

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: DISCUSSION AND POSSIBLE ACTION RE: ROSSMOOR HOMEOWNERS ASSOCIATION'S REQUEST FOR FEE WAIVER FOR USE OF THE RUSH PARK AUDITORIUM FOR A RED CROSS BLOOD DRIVE SPECIAL EVENT

RECOMMENDATION

Approve the request of the Rossmoor Homeowners Association (RHA) for co-sponsorship and fee waiver for use of the Rush Park Auditorium for a 2020 Red Cross Blood Drive special event on Friday, October 2, 2020.

BACKGROUND

The RHA is requesting approval to coordinate and host a community blood bank at the Rush Park Auditorium on Friday, October 2, 2020 from 10:00 a.m. to 4:00 p.m. The American Red Cross needs a large room to ensure donor privacy and maintain social distancing requirements. Set up is scheduled to begin at 8:30 a.m. the day of the event. The American Red Cross will provide all necessary supplies and equipment relevant to the event. The RHA will be providing volunteers.

ATTACHMENTS

1. Red Cross Blood Drive Event co-sponsorship request letter and application dated August 10, 2020 from the RHA requesting District support.



To: Joe Mendoza, General Manager
Rossmoor Community Services District

From: Marian Last, First Vice-President *Marian Last 4/10/2020*
Rossmoor Homeowners Association (RHA)

Subject: American Red Cross (ARC) Blood Bank Event
Date to be determined for September or October

Attached please find a copy of the "Application For Facility Use Permit" requesting approval to coordinate and host a community blood bank at the Rush Park Auditorium. ARC is needing a large room to ensure donor privacy and to maintain the social distancing requirements. ARC will be providing all the necessary supplies and equipment relevant to the event. RHA will be providing the volunteers for recruiting, promotion and marketing, scheduling as well as support for the donors and staff of ARC.

A copy (attached) of the American Red Cross' "Donation Safety Protocols" reflects the high standards ARC typically sustains along with some additional enhanced protocols unique to COVID 19. Also attached is FAQ on Novel Corona Virus and Blood Donations.

Due to the urgent need for blood, we respectfully request that all fees be waived for this vitally needed event. We look forward to partnering with RCSD in this endeavor.

Thank you for the consideration of this request.

Attachments:

Application For Facility Use Permit

What to Know about the Coronavirus and Blood Donation

Stanford Blood Center (August 6, 2020) Corona Virus and Blood Donation



ROSSMOOR COMMUNITY SERVICES DISTRICT
 3001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 430-3707 / FAX (562) 431-3710
 WEBSITE: WWW.ROSSMOOR-CSD.ORG / E-MAIL: RCSD@ROSSMOOR-CSD.ORG

SPECIAL USE INFORMATION (Subject to approval from the District General Manager)

Please answer all the questions and provide additional sheets if necessary.

17. Event Date(s): _____ *Pending Approval* Time: _____
 _____ Time: _____
 _____ Time: _____

18. Set up Date(s)/Time: _____

19. Break Down Date(s)/Time: _____

20. Estimated No. of Attendance: Participants _____ Spectators _____ Staff _____
 Participants _____ Spectators _____ Staff _____

21. How will the event be advertised? (Flyers, newspapers, radio, television, etc.) Please describe.
All traditional media formats will be utilized inclusive of Next door, FACE BOOK, Our Rossmoor.com

22. Will monies or donations be collected at the event? Yes No
 If yes, please explain types of fees or charges and amounts.

23. How will the funds generated by the event be used?

24. Will food or merchandise be sold or displayed at the event? Yes No
 If yes, anticipated number of food vendors: _____ Anticipated number of merchandise vendors: _____

25. Will food or merchandise be given away for free? Yes No

Please explain.
only packaged items provided by AEC one of donors have supplied their blood.

26. Will you require electricity for any portion of your event? Yes No
 If yes, please explain in detail what the electricity will be used for and how it will be provided. (Electricity is only available in certain areas)

27. Will any temporary structures or equipment be brought to the site for the event? (Stages, fencing, generators, lighting, sound system, seating, bleachers, tents, booths, portable toilets, etc.) Yes No

If yes, please describe in detail and attach site plan. Tent/Canopies larger than 10 x 10 need special permits and approval.

Cots

28. Will the event include music or amplified sound? (P.A. system, live music, recorded music, DJ, etc.) Yes

No

29. If yes, describe in detail. (If live performance, please include names of performers.)

30. Please provide any additional information concerning the scope of your event not addressed above. (i.e. carnivals, game booths, animal rides, moonbounces, etc.)

31. If you answered "Yes" to questions 1 through 3, the following are additional permits or approvals required from other County/District Departments depending on the type of activity:

- a. O.C. Fire Authority -For tent/canopy, open flame or site plans
- b. Health Department -Food Permit from Environmental Health Division
- c. Sheriff's Department -Special Event Coordinator for Security
- d. Public Service -Barricades/cones and "no parking" signs

The proposed event may require additional review, approval, permits, licenses and/or inspections from other City departments. I understand that if I have provided false or inaccurate information on this application, the event may be canceled prior to or during the event at the discretion of the General Manager or his/her designee, and will result in forfeiture of fees paid, deposits and/or denial of current and future applications for use of District facilities and may incur additional District charges.

I am authorized to sign on behalf of the applicant/organization. I hereby certify that to the best of my knowledge and belief the above statements are true. I agree to reimburse the District for any loss or damage caused by this usage and to hold the District safe from any liability arising out of the use of the premises or equipment. I will be present throughout the activity and will be responsible for the adherence to regulations governing use of the facilities.

Name (Please Print) *Mariann Last*

Organization: *Rossmoor Homeowners Assoc*

Signature: *[Handwritten Signature]*

Title *1st V.P.*

Date *8/10/2020*

FOR DEPARTMENT USE ONLY

Received by:

Date:

General Manager Approval:

Date:

Processed by:

Date:



ROSSMOOR COMMUNITY SERVICES DISTRICT
 3001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 430-3707 / FAX (562) 431-3710
 WEBSITE: WWW.ROSSMOOR-CSD.ORG / E-MAIL: RCSD@ROSSMOOR-CSD.ORG

APPLICATION FOR FACILITY USE PERMIT

This application does not guarantee a reservation until approved by the General Manager and if applicable, the Board of Directors of the Rossmoor Community Services District or his/her designee. Please check the appropriate box(es) and indicate the facility requested.

<input checked="" type="checkbox"/> Rush Park Auditorium	<input type="checkbox"/> Rush Park Kitchen	<input type="checkbox"/> Rush Park East Room	<input type="checkbox"/> Rush Park West Room
<input type="checkbox"/> Rossmoor Park Community Room	<input type="checkbox"/> Rossmoor Park Kitchen	<input type="checkbox"/> Montecito Center	<input type="checkbox"/> Picnic Area (Reservations by Residents Only)
<input type="checkbox"/> Athletic Field(w/facility) <input type="checkbox"/> Special Use (Attach Special Use Application) <input type="checkbox"/> Other (Please Specify) _____			
ROSSMOOR RESIDENT: YES <input checked="" type="checkbox"/> NO <input type="checkbox"/>		* Facility and Field Brochures and User Procedures can be viewed on our website	
Facility/Park Site: 1st Choice RUSH PARK		2nd Choice	
Name (Individual/Organization): ROSSMOOR HOMEOWNERS ASSOC.		Email: marianlast@aol.com	
If Organization: 501 (C) (3) 501 (C) (4)		Private for Profit <input type="checkbox"/>	
Responsible Person/Representative: Marian Last			
Address: 3372 ROWENA DR.		City: ROSSMOOR	Zip: 90720
Telephone: Home: 562 430-7791	Cell: 562 818-5361	Work: N/A	Fax: 562 430-7791
Date(s) of Event: Friday, Oct 2nd		Time of Actual Event (Guest Arrival): 7:00	
Start Time: 10:00 AM	End Time: 4:00 PM	Total Hours Requested: 9	
<i>(Applicant must include set-up/decorating time and clean-up time.)</i>			
Name of Event: RHA/Amor. Red Cross BLOOD BANK		Type of Event: CRITICAL NEED FOR BLOOD	
For birthday/graduation party, indicate age of celebrant: _____ (Attendants are assigned as required at the discretion of the District)			
Number of attendees: TBD Adults 0 + Minors(17 and under) = Total			

Please answer all questions correctly. Unanswered questions may delay your request.

- | | | |
|---|---|--|
| 1. Is the event open or advertised to the public? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 2. Is this a car club? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 3. Is this a fundraising/revenue producing event? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 4. Will there be soliciting or selling of any kind? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |

If YES on items 1, 2, 3, or 4 please also complete items 17-30 on pages 3 & 4 (Special Use Information)

- | | | |
|--|---|--|
| 5. Is this an organized group, such as a club, school or business? | Yes <input checked="" type="checkbox"/> | No <input type="checkbox"/> |
| 6. Will there be a caterer to provide the food for your event? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| 7. Will this event be having some type of music? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| Please check: Live Band <input type="checkbox"/> Disc Jockey <input type="checkbox"/> Amplified Music <input type="checkbox"/> P.A. System <input type="checkbox"/> Radio <input type="checkbox"/> | | |
| <i>Please note that some facilities may not allow music</i> | | |
| 8. Will there be dancing? | Yes <input type="checkbox"/> | No <input checked="" type="checkbox"/> |
| <i>Please note that teen (13-17) years old parties will be required to have an attendant.</i> | | |

9. Will you require use of the stage? Yes No
You must notify the District office if you need the stage cleared prior to your event.
10. Will the event be advertised prior to the event date? How? Yes No
 Please check: Flyer Newspaper Radio Electronic media
11. Will there be any type of display or advertising at the event? Yes No
12. Will you be displaying or judging any motor vehicles? Yes No
13. Will there be any promotionals or give aways/samples? Yes No
14. Will there be animals during the event? Yes No
Animal shows will require a permit from Animal Control and prior approval from the General Manager
15. Will you be having a bouncer/moonbounce? (Only on designated areas/Requires \$1 million insurance policy) Yes No

Name of authorized bouncer/moonbounce company (Refer to attached listing): _____

16. Please read and initial on the following important policies, rules and regulations:

- Setup/clean-up/removal of decorations will be the responsibility of the group. Please include this in your requested time. You will not be given access prior to the time scheduled on your User Permit. Non compliance of this policy will cause forfeiture of the refundable security deposit. The deposit will be refunded to the applicant if the facility is left clean and free of damage.
- All permittees will be required to sign, in person, a District Indemnification form, a Facility User Procedures Agreement and the User Permit.
- If group is an organization, issue refundable deposit check to: _____
- Amenities may not be adequate. Please refer to our facilities brochure or contact the General Clerk to check on amenities such as tables, chairs, kitchen, refrigerator, etc. Groups are responsible for providing additional tables and chairs as needed.
- Consumption of alcohol or substance abuse is not allowed on any District properties. Violation of this regulation will mean forfeiture of the refundable security deposit and cancellation of your event at time of infraction.
- Parking will only be allowed in designated areas. No parking on grass or walkways.
- Gambling is not allowed on Rossmoor Community Services District properties.
- The use of candles is not allowed inside any rental facility.
- Other permits may be required depending on the type of event (i.e. ABC, Health, Charitable Solicitation.)
- Law Enforcement intervention due to violation of rules and regulations will mean cancellation of event and may incur additional charges, affect future use and forfeiture of any remaining fees and security deposit paid.
- Applications must be received at least 15 working days prior to the date of the event. To avail of the Rossmoor residence fee, please attach a copy of your driver's license and a most recent utility bill. Requests made 10-14 working days prior to the event must be made in person and all fees paid for in full and in cash. Requests made less than 10 working days but no less than 5 working days may be accommodated on a case by case basis, subject to availability of facility and staff.
- Submission of the completed form does not guarantee you the facility/date. You will be notified if the facility is not available.
- Reservations can only be made 6 months in advance. Submit the completed application form along with the a \$20 User Permit Fee and initial deposit of \$175 if booking an indoor facility, a \$20 User Permit Fee if booking a reserveable picnic site/open space and/or ball field. \$20 User Permit Fee is due for all Permits to Gather. If facility or any other alternative is not available your deposit will be refunded to you within 7-14 business days.
- Permittee must sign the facility permit and return along with the balance of the payment within the due date indicated on the permit (10 calendar days after the reservation was made). In the event the signed permit and balance payment are not received by the due date, your reservation will be canceled and you will be refunded the deposit less the applicable service fee.
- For teen parties (under 18 years of age), reservations must be made at least 15 working days prior to the event. One adult shall be present for every minor under the age of 18. No event will be permitted to start without the attendant.
- Cancellation Policy: Applicable processing and cancellation fees will be withheld by the District as per Policy 6010.60.
- Any request, to extend the time of the original reservation must be made for a minimum of one hour and must be made at least 10 working days prior to the event, subject to availability of facility and staff. Changes made to the dates, times, number of attendees, etc. after the permit has been processed will be assessed a permit change fee of \$20.00 after the second occurrence. _____ (initial)
- Any cost incurred due to damage to the facility or due to law enforcement intervention arising from the group's event will be billed to the group.
- Payments may be in the form of cash or check. All deposits and fees for reservations made within 14 working days or less must be paid in full, and must be made in cash. All balances must be paid in full no less than two weeks prior to being issued a valid User Permit.

If the applicant provides false information such as: purpose of event, names & addresses of event holder(s), number of persons in attendance, etc., the event may be canceled prior or during the event at the discretion of the District Staff and may result in forfeiture of fees and deposits and/or denial of current and future applications for use of Department facilities and may incur additional District charges.

I certify that I have read and understand all the rules and regulations governing the use of the facility. I, the undersigned, do hereby agree that we will abide by the policies governing the use of the facility and will be responsible for any damages to the facility, furniture, or equipment caused by our occupancy of the facility. I understand that any false information provided or violation of any rules and policies will result in immediate cancellation of our event and will cause forfeiture of all fees and deposits.

Signature of Applicant: [Signature] Date: 8/10/2020

Signature of District Official: _____ Date: _____

General Manager Approval (if required): _____ Date: _____

Jessica Verduzco

From: Marian Last <marianlast@aol.com>
Sent: Monday, August 10, 2020 8:36 AM
To: Jessica Verduzco
Cc: Joe Mendoza; art.remnet@gmail.com; coolshade@verizon.net
Subject: Rossmoor Homeowners Association -Facility Request Blood Bank
Attachments: Request to Host Food Bank_RCSD.pdf

Good Morning Jessica!

Attached is a request to host in concert with RCSD and the American Red Cross a Blood Bank in September or October. Would you like me to drop off the hard copies the attached this morning?

Thank you for help in helping us move forward on this critically needed event!

Warm regards,

Marian

Marian Last, LMFT
3372 Rowena Dr.
Rossmoor, Ca. 90720
562 818-5361 (cell)

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WE'RE ALL IN THIS *Together*



Red Cross Blood Drive

**Rossmoor Homeowners Association &
Rossmoor Community Services District**

Rush Park

3031 Blume Drive, Rossmoor

**Friday, October 2, 2020
10:00 a.m. to 4:00 p.m.**



Please visit RedCrossBlood.org and enter Sponsor Code: **rossmoor** to schedule an appointment.

NEW! All blood donations are now tested for COVID-19 antibodies.
redcrossblood.org/antibodytesting.

**Streamline your donation experience and save up to 15 minutes by
visiting RedCrossBlood.org/RapidPass to complete your
pre-donation reading and health history questions on the day of
your appointment.**

Schedule a blood donation appointment today:

Download the Blood Donor App | RedCrossBlood.org | 1-800-RED CROSS | 1-800-733-2767