

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board Agenda Package

June 9, 2015

BOARD OF DIRECTORS

TABLE OF CONTENTS



A	AGENDA 06.09.15
B	D-1.—Report of the General Manager Re: Water Conservation
C	E-1a.—Minutes: Regular Board Meeting of May 12, 2015
D	E-2.—Revenue & Expenditure Report-April 2015
E	G-1.—Reso No. 15-06-09-01 Election of Directors to the SDRMA Board of Directors
F	G-2.— Reso No. 15-06-09-02 Setting of Appropriations Limit for FY 2015-2016
G	H-1.— Preliminary 2015-2016 Annual Budget and Salary
H	H-2.— Approval of a 1yr. Extended Term Agreement with Fernando Molina for Tennis Instruction at Rossmore Park
I	H-3.— Proposed 3yr Term Agreement w/WCA Inc. for Park & Parkway Tree Arborist & Tree Maintenance Svcs.
J	H-4.— Investment Committee Recommendations on Reinvestment of Rush Park Bond Reserves
K	H-5.— Letter Protesting Passage of AB 57 Re: Approval of Wireless Towers and Equipment
L	H-6.— Proposed Policy No. 3040 Utilization of District Resources
M	
N	
O	
P	
Q	
R	
S	
T	
U	
V	
W	
Y	
Z	

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, June 9, 2015

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Burgess, Casey, DeMarco, Maynard
President Kahlert
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS-None

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. REPORT OF THE GENERAL MANAGER RE: WATER CONSERVATION.

E. CONSENT CALENDAR

1. MINUTES:

- a. Regular Board Meeting of May 12, 2015.
- b. APRIL REVENUE AND EXPENDITURE REPORT.

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. 15-06-09-01: ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS.
- 2. RESOLUTION NO. 15-06-09-02: SETTING OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-2016.

ORDINANCES—None

H. REGULAR CALENDAR

- 1. PRELIMINARY 2015-2016 ANNUAL BUDGET AND SALARY PLAN.
- 2. APPROVAL OF A ONE-YEAR EXTENDED TERM AGREEMENT WITH MR. FERNANDO MOLINA FOR TENNIS INSTRUCTION AT RUSH PARK.
- 3. PROPOSED THREE-YEAR TERM AGREEMENT WITH WEST COAST ARBORIST INC. FOR PARK AND PARKWAY TREE ARBORIST AND TREE MAINTENANCE SERVICES.
- 4. INVESTMENT COMMITTEE RECOMMENDATIONS ON RE INVESTMENT OF RUSH PARK BOND RESERVES.
- 5. LETTER PROTESTING PASSAGE OF AB 57 RE: APPROVAL OF WIRELESS TOWERS AND EQUIPMENT.
- 6. PROPOSED POLICY NO. 3040 UTILIZATION OF DISTRICT RESOURCES.

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 Board members to request that specific items be placed on a future Agenda. The Board may not discuss or take action on items that are not on the Agenda.

K. CLOSED SESSION—None

L. 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.

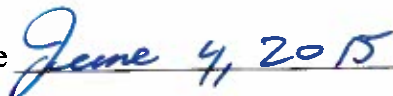
CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the June 9, 2015, 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:



JAMES D. RUTH
General Manager

Date 

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: WATER CONSERVATION

RECOMMENDATION:

Receive report.

BACKGROUND:

The General Manager has reviewed the findings of the Water Use Survey Report conducted by the Golden State Water Co. and AquaSave, their consultants. The findings revealed that there were numerous irrigation system anomalies that required correcting and also contained numerous water saving practices which would reduce water usage.

As previously reported the District is already making a substantial decrease in water usage. The only current measure of water reduction is based on the cost of water and not the actual amount of water. This is due to the numerous billing accounts (8) from Golden State Water Co., the various tiered rates and the wide range of monthly usage which is based on weather and season.

Using the cost of water, the District's current water reduction is \$6,950 or -7.19%. Further research is needed for determining the measurable amount of water reduction. It should be noted that Rush Park has already achieved a 16% reduction. Rossmoor Park, however, experienced two major water leaks in its irrigations system which went undetected for several months. It wasn't until a comparison of water bills between Rush and Rossmoor Parks that an investigation was initiated. It was determined that the two leaks were deep underground with no visible evidence of the leakage at the surface. This situation has been corrected and the District should see a reduction in water usage and cost in the near future.

Implementation of many of the Report's recommendations for repair and replacement of irrigation components are underway. Others will require additional resources to accomplish. However, depending on available grant funds and rebates, plans are also underway to decrease overall water usage even more. It is anticipated that the District will achieve its mandated water reduction in the near future.

The District will continue with its efforts on this matter as outlined in the attached Memorandum to the Board. The General Manager will also periodically report to the Parks & Facilities Committee and the Board on progress.

Budget adjustments to the Preliminary Budget for the estimated cost of water will be discussed in Agenda Item H-1 further in this Agenda.

ATTACHMENTS:

1. Memorandum dated June 9, 2015 from General Manager to the Board re: Water Conservation.
2. Golden State Water Co. (AquaSave) Water Use Survey Report.
3. 16% Mandatory Water Conservation Study.

ROSSMOOR COMMUNITY SERVICES DISTRICT**MEMORANDUM**

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: WATER CONSERVATION

RECOMMENDATION:

Receive the report of the General Manager.

BACKGROUND:

As I have previously reported, the District is now being required to reduce water usage by 16% and work is well underway to achieve that goal. In order to determine critical maintenance issues and to develop best practices, staff met with Golden State Water Co (GSW) to discuss methods for reducing water usage. As a result, GSW facilitated a Water Usage Survey Report (Report) to be conducted by AquaSave, GSW's consulting contractor.

The Report was illuminating and corrective action was immediately initiated by staff to make recommended repairs and adjustments to the watering of District green space. Much remains to be done. Staff is exploring grants and rebates for the acquisition of additional materials and equipment to make additional repairs and undertaking turf removal for the planting of drought tolerant landscape. Staff is also making necessary adjustments to the irrigation schedule and exploring other ways to reduce water usage. All of this is in addition to reducing current water usage, as mandated.

In addition, several areas of green space have been identified for turf removal and installation of low water tolerant plants and landscape. Grants and rebates are also being researched for this aspect of our water conservation efforts.

In order to properly evaluate the recommendations and findings of the Report, it is important to take note of the history of the District's irrigation systems. These were laid out long ago without regard to the

current uses of our two major parks. For example, Rossmoor Park was originally slated for a school site that was never built. When a park was eventually established by the County, the site was not properly graded. Instead of being a convex grade to allow for proper water drainage, it was left as a convex grade which created lakes during period of rain. Some of this situation was mitigated by the installation on French drains and a huge sump to capture excess water. Moreover, the irrigation system installed by the County was put in place prior to the build out of the current courts, fields, and facilities.

With regard to Rush Park, the site was built out as a school site which was later abandoned. It was then used as a church site. The irrigation system was also installed prior to the development of the current fields, hard scape, and landscape. In 2006, the Board commissioned an evaluation of the irrigation which stated that the system was in need of extensive repairs and redesign. The cost for the upgrade was considerable and not within the District's budget. Only minor repairs were made at that time. Several years later, the park's irrigation cycle was tied into a satellite controller which was supposed to match watering to the actual weather. The system did not function as anticipated and a manual watering schedule was reinstated. A newer more reliable system is being evaluated.

This background is only being provided to give the Board a broader picture of the system's current condition. Suffice to say that prior to this water crises, monies were not available for more than routine maintenance and repairing of faulty equipment components. Further, it should be noted, that as a result of the District's water use reduction mandates, that the Proposed Preliminary Budget for next fiscal year has been amended to account for reductions in the amounts of water coupled with the new estimates for the cost of water.

The Board is asked to receive the Water Use Survey Report and this report to the Board on the current status of the District's water reduction mandates, the actions underway to correct irrigation system anomalies, and efforts to obtain grants and rebates to partially offset the costs of new equipment.

ATTACHMENTS:

1. Golden State Water Co. (AquaSave) Water Use Survey Report.



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CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Rush Park

Omero Perez / City of Rossmoor, Park Superintendent
3021 Blume Drive, Los Alamitos CA 90720
(562)381-3171, operez@rossmoor-csd.org

April 22, 2015

Dear Omero:

Golden State Water Company is pleased to provide you with this residential water use survey report to help you identify your water use and give you recommendations on where you can save water. On April 10, 2015, a CII Water Use Survey was conducted by Joe Frisbie. This report is based solely on professional observations and findings from the indoor and outdoor water survey and information received from the owner. This report will address current usage, problems, and the opportunities to use water more efficiently at the **3021 Blume Drive** account.

GENERAL OBSERVATIONS

LEAKS IDENTIFIED

Project Name	Water Meter	Meter Movement	Description
Rush Park	MM23524328	No	No Leaks Detected

SITE PROFILE

No. of Occupants	106	Total Bathrooms	5
Lot Size (Sq. Ft.)	413,280	No. of Showers	0
Irrigation Area (Sq. Ft.)	306,812	Evaporative Cooler	No
Building Area (Sq. Ft.)	14,284	Dishwasher	No
Pool (Sq. Ft.)	No	Clothes Washer	No
Boiler(s)	No	Water Heater	Gas
		Tankless Water Heater	No
		Processed Water* Discussed below	No

Overall, we rate your indoor water use profile as **Fair**.

Overall, we rate your outdoor water use profile as **Needing Attention Now**.

Your indoor recommendations have the potential to save you **115,705 Gals/yr.**

By implementing the recommended measures and correcting certain items you may reduce your overall water use, helping you and the community to save water and save energy. Golden State Water Company has a variety of incentives and services to help you meet your goals and help us all achieve average water use reductions of 20% by the year 2020.

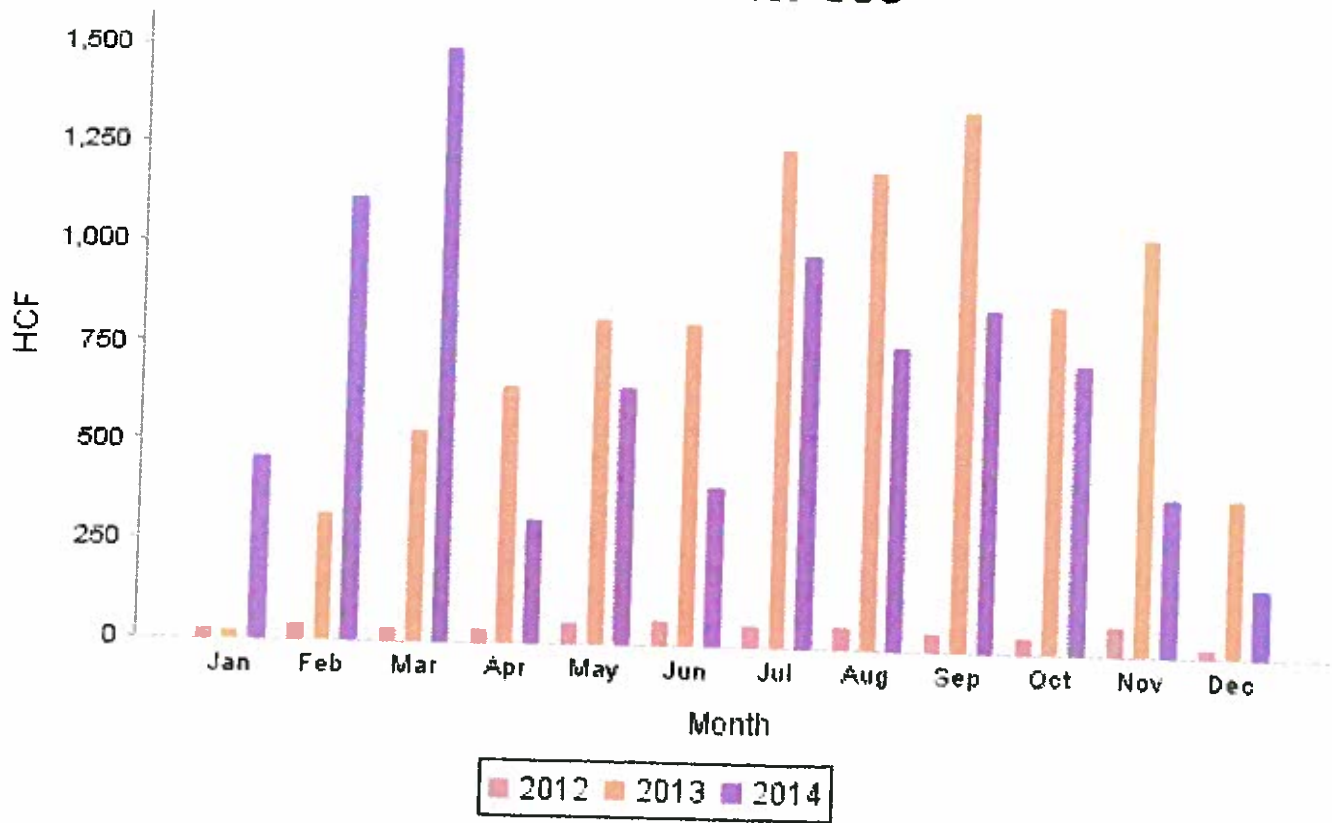


CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Water Use Analysis- Historical

Using your water use history and applying the profile information we have collected we are able to generally determine your outdoor water use. Of course each month and year will be different but in general similar patterns are revealed.

Historical Water Use



Water Use Discussion

According to available water use history, water use was at its highest in March of 2014.

There was a significant increase in water consumption in the winter of 2014, with the highest use recorded in March of that same year. Since then, water use appears to have been reigned in and reduced.



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Indoor Water Use

Our estimates are based on the typical commercial site usage patterns observed from several studies. Your specific usage patterns may be different but the analysis represents the most typical usage and savings opportunities. The table below represents our observation of your existing fixtures and our recommendations for new fixtures and volume changes.

Current Indoor Use and Savings Potential				
Device Name	Device Total	Current Use	Recommended Use	Savings in Gallons Per Year
Kitchen Sink	1	2.3 GPM	1.5 GPM	8,760
Kitchen Sink	1	4 GPM	1.5 GPM	27,375
Restroom Sink	5	.25 GPM	0.5 GPM	0
Restroom Sink	4	2.7 GPM	.5 GPM	48,180
Tank Toilet	1	1.6 GPF	1.0 GPF	2,190
Toilet w/ Flush Valve	9	1.6 GPF	1.0 GPF	19,710
Urinal w/ Flush Valve	1	1 GPF	0 GPF	3,650
Urinal w/ Flush Valve	1	1.6 GPF	0 GPF	5,840
Total Current Use (Gals.)		202,849	Potential Savings (Gals.)	115,705
Key		GPF= Gallons per flush	GPM= Gallons per minute	GPL= Gallons per load

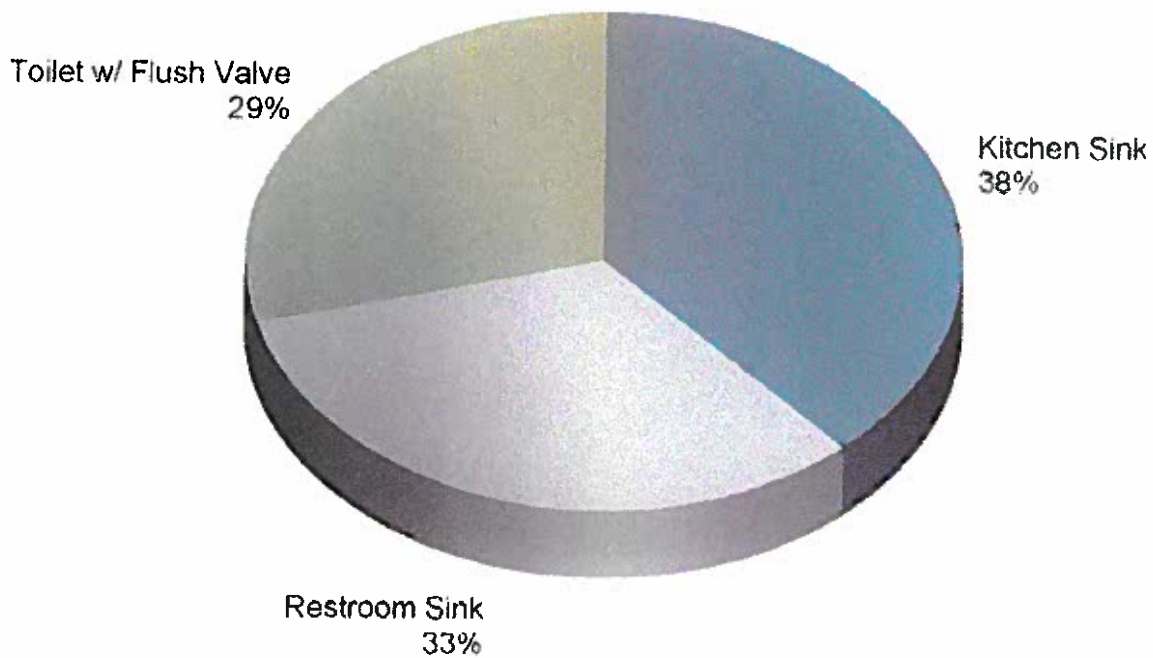
Estimated indoor savings potential = 57%



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Indoor Water Use

■ Kitchen Sink ■ Restroom Sink ■ Toilet w/ Flush Valve



*Fixtures are not displayed in chart if percent of total usage is less than 5% for clarity



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CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Indoor Observations (Continued):

- Indoor leaks were not detected.
- We can provide you with free high efficiency shower heads and aerators to replace your current models. According to the Federal Energy Management Program, additional savings in energy will also add to your bottom line.
- The current toilets have a flush rate of 1.6 gallon per flush which provides good water savings. Upgrading to 1.0 gallon per flush toilets where applicable would save even more water.
- Upgrading to water-less urinals is highly recommended to completely eliminate urinal water use.

New high-efficiency models can cut your water use for washing in half.
Visit www.gswater.com for rebate details before you buy.

Indoor Savings Recommendation

- Replace all urinals with water-less models for zero use
- Teach and encourage occupants about water saving efforts
- Install the free high efficiency shower heads and aerators

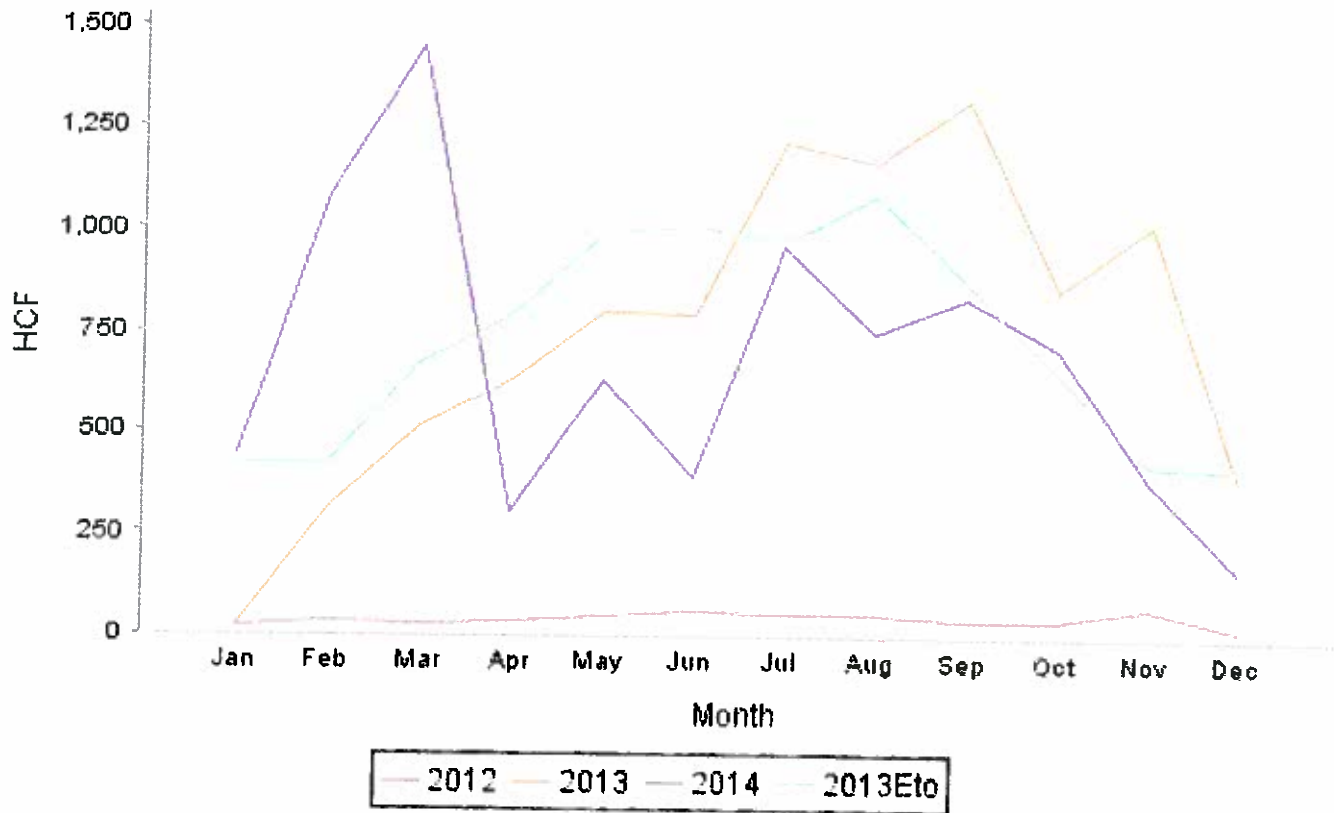


CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

OUTDOOR WATER USE

There are several factors that affect outdoor water use. As conservationists, we try to educate customers about watering for the plant needs by season. By observing and adjusting the irrigation system, identifying and repairing breaks and leaks, and managing the areas that typically use the most water, significant savings will be achieved.

Historical Water Use



ET (Evapotranspiration) is the line that indicates the amount of water your landscape actually requires based on historical weather patterns. We typically over water because we don't pay attention to the health of our plants, or our irrigation system is operating poorly. This results in brown spots. We then increase watering on our timers and they are forgotten, resulting in wasted water.

The above graph indicates that outdoor water use was Varied Compared to ET for the years examined. This is not an unusual scenario when water management is not closely aligned with seasonal changes. This is likely a result of improper use of the irrigation clock and deficiencies in the system. There is considerable water savings to be had.



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Landscape and Irrigation Profile:

Landscape Plant Condition	Controller 1: Healthy; Controller 2: Healthy; Controller 3: Healthy; Controller 4: Healthy
Backflow Prevention Type	Double Check Valve
Irrigation Controllers (Make, Model, Funct., Smart Cont.)	Controller 1: WeatherTrac -ETO Pro2X, Yes, Yes; Controller 2: WeatherTrac -ETO Pro2X, Yes, Yes; Controller 3: WeatherTrac -ETO Pro2X, Yes, Yes; Controller 4: Rain Bird-ESP 4si, Yes, No
Soil Structure (Soil Depth, Root Depth, Fertility)	Controller 1: 5, 6, Good/ Friable; Controller 2: 6, 7, Good/ Friable; Controller 3: 6, 6, Good/ Friable; Controller 4: 6, 6, Good/ Friable
Irrigation Efficiency (DU)	Unsatisfactory- 48%
Irrigation Spray Coverage	Blockage was found to be a limiting problem
Irrigation Over-spray/ Runoff	Overspray/ runoff was found to be a limiting problem
	Controller 1 Valves: 1, 2, 3, 4, 5, 7, 12 Controller 2 Valves: 1, 2, 3, 6, 10, 11, 12, 14, 15, 17, 18, 19, 20, 21, 23 Controller 3 Valves: 1, 2, 18, 21 Controller 4 Valves: 1, 2, 3, 4
Incorrect/ Broken Irrigation Nozzle	There were a few nozzles observed to be a problem in this irrigation system
	Controller 1 Valves: 2, 5, 7, 10 Controller 2 Valves: 1, 2, 11, 12 Controller 3 Valves: 1, 6, 21, 23 Controller 4 Valves: 1, 2, 3
Irrigation heads too low/ high or need straightening	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 2, 3, 4, 5, 6, 7, 12 Controller 2 Valves: 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 13, 14, 15, 17, 18, 20, 22, 23, 24 Controller 3 Valves: 1, 2, 3, 5, 6, 8, 9, 10, 11, 12, 15, 16, 17, 18, 19, 20, 21 Controller 4 Valves: 1, 2, 4



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

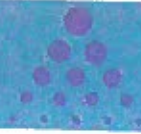
Landscape and Irrigation Profile:

Head Spacing	Satisfactory- Spacing was not found to be a limiting problem
	Controller 1 Valves: Controller 2 Valves: Controller 3 Valves: Controller 4 Valves:
Broken/ leaking heads	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 6 Controller 2 Valves: 2, 4, 5, 13, 15, 17, 19, 20, 21 Controller 3 Valves: 1, 3, 4, 7 Controller 4 Valves: 2, 3
Broken/ leaking laterals	There are several broken laterals that were found to be a problem
	Controller 1 Valves: 1 Controller 2 Valves: 1, 13 Controller 3 Valves: 4, 9 Controller 4 Valves:
Irrigation valves needing check valves	Check valves are not needed for this irrigation system
	Controller 1 Valves: Controller 2 Valves: Controller 3 Valves: Controller 4 Valves:
Broken/ leaking Mainlines	Controller 1: No; Controller 2: No; Controller 3: No; Controller 4: No
Valve sequencing	Controller 1: ; Controller 2: Needs Improvement; Controller 3: Satisfactory; Controller 4: Satisfactory
Valve not Activating from Controller	Controller 1 Valves: 11; Controller 2 Valves: ; Controller 3 Valves: ; Controller 4 Valves:
Master Valve	Controller 1: No; Controller 2: No; Controller 3: No; Controller 4: No
Flow Sensor	Controller 1: No; Controller 2: No; Controller 3: No; Controller 4: No
Pump	Controller 1: Yes; Controller 2: Yes; Controller 3: Yes; Controller 4: Yes
System Pressure	Satisfactory- Pressure not found to be a limiting problem
Install Central Control Capability	Controller 1: Yes; Controller 2: Yes; Controller 3: Yes; Controller 4: No



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CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Outdoor Recommendations

- Upgrade or install irrigation controllers to accept remote management capabilities
- Aerate soil to ensure deep water percolation
- Convert planters to drip line irrigation to reduce water waste from runoff
- Repair irrigation system breaks, leaks and deficiencies as needed
- Upgrade to water saving "Rotator", Precision Spray, or Rotary water saving nozzles
- Remove portions of grass in favor of low water use shrubs and ground covers or mulch

*We provide a sample schedule for your use until you initiate this upgrade

Golden State Water Company offers its customers many rebates for their landscape sites.

- Weather-Based Controller or Central Computer (\$55 per station)
- Large Rotary Nozzles (\$13 per set, minimum 8 sets of two nozzles)
- Rotating Nozzles for pop-up spray heads (\$6 each, minimum 15 per application)
- Turf Removal Program

Go to www.gswater.com or call customer service at (800) 999-4033 for more information



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

AUDITOR'S COMMENTS:

Overall design of irrigation system is good. There is head to head coverage within each zone and from zone to zone. There is much room for improvement in the performance of the irrigation system, as well as areas where there have changes to the original park design.

Through the report you will notice that there are almost always more defects than the number of heads per zone. Simply, there are multiple defects per head. Where there have been additions or changes to the original park design, there was not coordinated changes to the irrigation system.

Indoors, all urinals should be replaced with zero water use, water less urinals. The tank toilets should also be upgraded to ultra high efficiency, ultra low volume models to ensure minimal indoor water consumption. Educating on-site staff on the importance of water conservation is also highly recommended.

There is room for overall improvement in performance. All options should consider the long term effects. Each site has specific demands and expectations. Currently there are programs available that provide assistance with information and financial aid. The Metropolitan Water District and affiliated water purveyors have such programs and there maybe others which apply to specific situations.

In general perennial plants have significantly lower water and maintenance demands than turf, while athletic fields and high traffic areas of turf have higher water and maintenance needs. Scheduling should reflect these differences. One consideration would be the elimination of turf in the curb-strip. This could be done with alternative plant material or make the sidewalk wider.

REPORT SUMMARY:

This water audit has identified many of the challenges you face with making your water systems more conservative. However, this information is only the first step in your journey toward achieving effective landscape and indoor water conservation. The next step is to initiate the recommended improvements so that your new systems can realize actual water and cost savings. Above is a list of the steps you may choose to take in improving your water conservation.

Sincerely,

AquaSave Inc.



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Rossmoor Park

April 23, 2015

Omero Perez / City of Rossmoor, Park Superintendent
11320 Donovan Road, Rossmoor CA 90630
(562)381-3171, operez@rossmoor-csd.org

Dear Omero:

Golden State Water Company is pleased to provide you with this residential water use survey report to help you identify your water use and give you recommendations on where you can save water. On April 14, 2015, a CII Water Use Survey was conducted by Joe Frisbie. This report is based solely on professional observations and findings from the indoor and outdoor water survey and information received from the owner. This report will address current usage, problems, and the opportunities to use water more efficiently at the 11320 Donovan Road account.

GENERAL OBSERVATIONS

LEAKS IDENTIFIED

Project Name	Water Meter	Meter Movement	Description
Rossmoor Park	TR31985859	No	No Leaks Detected

SITE PROFILE

No. of Occupants	15	Total Bathrooms	2
Lot Size (Sq. Ft.)	436,094	No. of Showers	0
Irrigation Area (Sq. Ft.)	371,446	Evaporative Cooler	No
Building Area (Sq. Ft.)	2,834	Dishwasher	No
Pool (Sq. Ft.)	No	Clothes Washer	No
Boiler(s)	No	Water Heater	Gas
		Tankless Water Heater	No
		Processed Water* Discussed below	No

Overall, we rate your indoor water use profile as **Fair**. ✓

Overall, we rate your outdoor water use profile as **Fair**. ✓

Your indoor recommendations have the potential to save you **21,363 Gals/yr.** ✓

By implementing the recommended measures and correcting certain items you may reduce your overall water use, helping you and the community to save water and save energy. Golden State Water Company has a variety of incentives and services to help you meet your goals and help us all achieve average water use reductions of 20% by the year 2020.

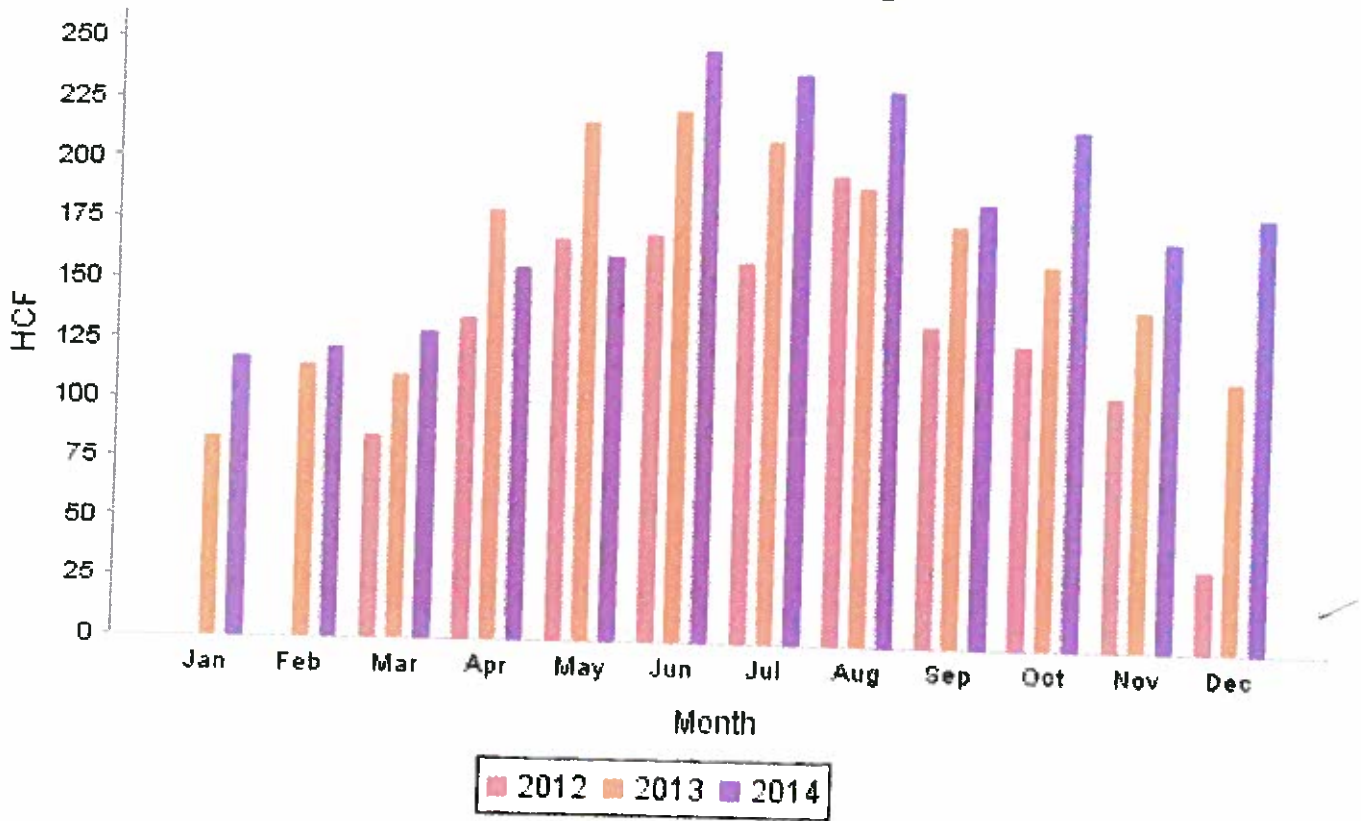


CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Water Use Analysis- Historical

Using your water use history and applying the profile information we have collected we are able to generally determine your outdoor water use. Of course each month and year will be different but in general similar patterns are revealed.

Historical Water Use



Water Use Discussion

Water use was at its highest in 2014, with the peak water use in June of that year. Although watering is below the required amount for the plants in this region, there are always ways to improve the irrigation system and further reduce water consumption.

Indoor use was calculated to be approximately 5% and outdoor usage approximately 95%. A typical property of this type will split its usage approximately 40% indoor and 60% outdoor.



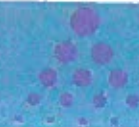
CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Indoor Water Use

Our estimates are based on the typical commercial site usage patterns observed from several studies. Your specific usage patterns may be different but the analysis represents the most typical usage and savings opportunities. The table below represents our observation of your existing fixtures and our recommendations for new fixtures and volume changes.

Current Indoor Use and Savings Potential				
<u>Device Name</u>	<u>Device Total</u>	<u>Current Use</u>	<u>Recommended Use</u>	<u>Savings in Gallons Per Year</u>
Kitchen Sink	1	2.1 GPM	1.5 GPM	2,190
Kitchen Sink	1	4 GPM	1.5 GPM	13,688
Restroom Sink	5	.25 GPM	.25 GPM	0
Tank Toilet	2	1.6 GPF	1.0 GPF	2,190
Toilet w/ Flush Valve	3	1.6 GPF	1.0 GPF	3,285
Waterless Urinal	1	0 GPF	0 GPF	0
Total Current Use (Gals.)		46,446	Potential Savings (Gals.)	21,353
Key		GPF= Gallons per flush	GPM= Gallons per minute	GPL= Gallons per load

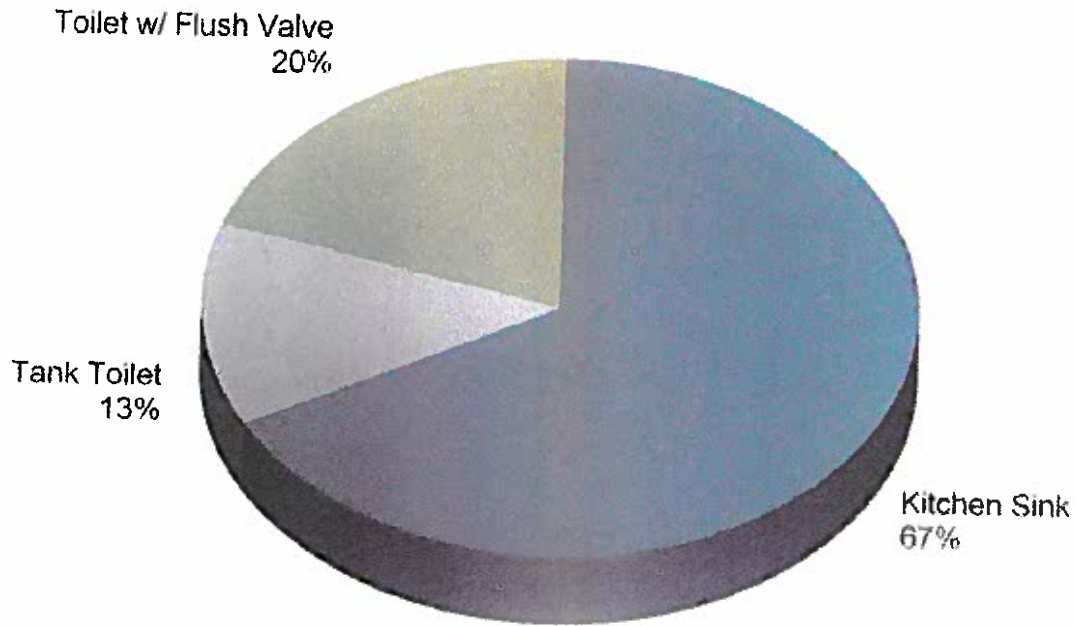
Estimated indoor savings potential = 46%



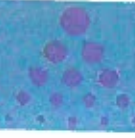
CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Indoor Water Use

■ Kitchen Sink ■ Tank Toilet ■ Toilet w/ Flush Valve



*Fixtures are not displayed in chart if percent of total usage is less than 5% for clarity



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

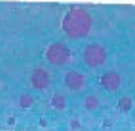
Indoor Observations (Continued):

- Indoor leaks were not detected.
- We can provide you with free high efficiency shower heads and aerators to replace your current models. According to the Federal Energy Management Program, additional savings in energy will also add to your bottom line.
- The current toilets have a flush rate of 1.6 gallon per flush which provides good water savings. Upgrading to 1.0 gallon per flush toilets where applicable would save even more water. ✓

New high-efficiency models can cut your water use for washing in half.
Visit www.gswater.com for rebate details before you buy.

Indoor Savings Recommendation

- Install the free high efficiency shower heads and aerators
- Teach and encourage occupants about water saving efforts

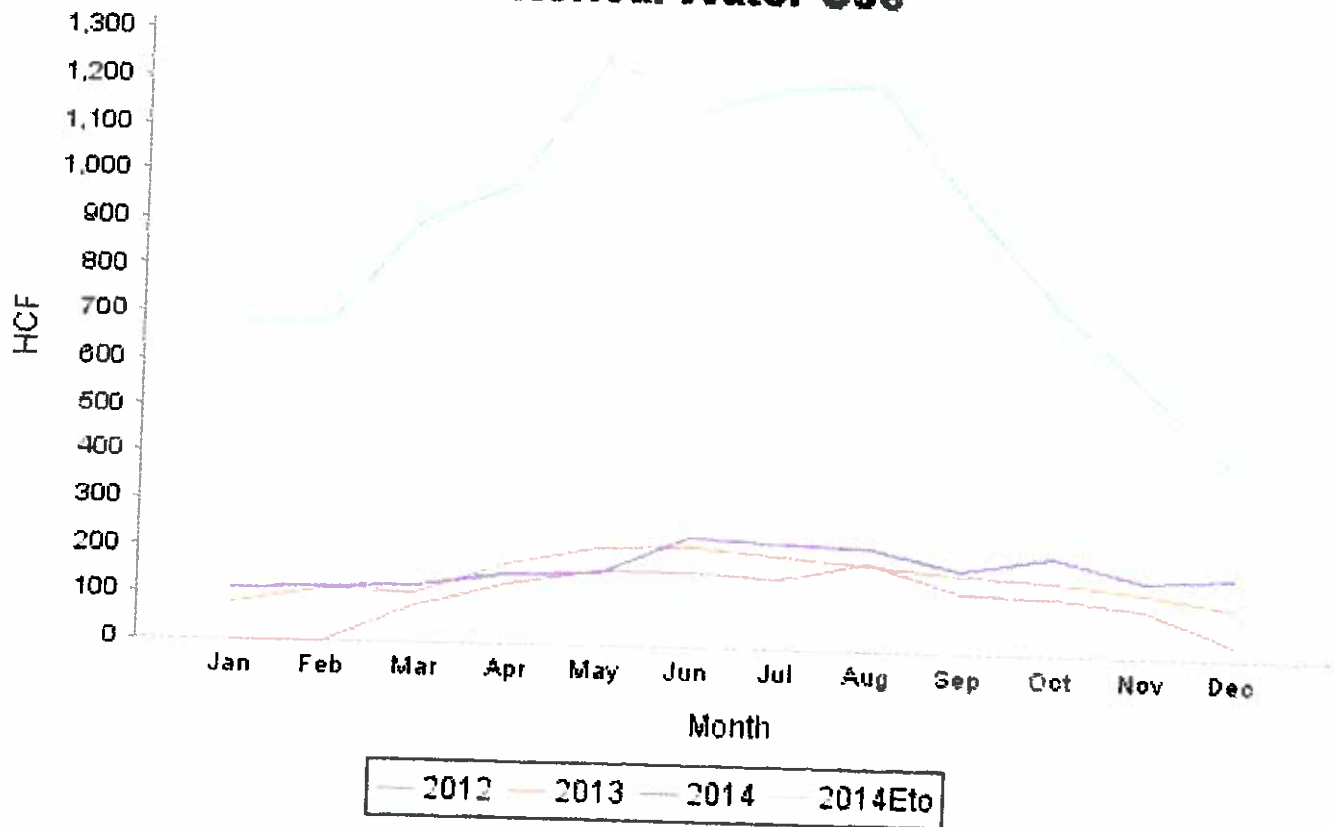


CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

OUTDOOR WATER USE

There are several factors that affect outdoor water use. As conservationists, we try to educate customers about watering for the plant needs by season. By observing and adjusting the irrigation system, identifying and repairing breaks and leaks, and managing the areas that typically use the most water, significant savings will be achieved.

Historical Water Use



ET (Evapotranspiration) is the line that indicates the amount of water your landscape actually requires based on historical weather patterns. We typically over water because we don't pay attention to the health of our plants, or our irrigation system is operating poorly. This results in brown spots. We then increase watering on our timers and they are forgotten, resulting in wasted water.

The above graph indicates that outdoor water use was Below ET for the years examined. This is not an unusual scenario when water management is not closely aligned with seasonal changes. This is likely a result of improper use of the irrigation clock and deficiencies in the system.



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

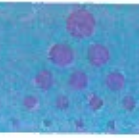
Landscape and Irrigation Profile:

Landscape Plant Condition	Controller 1: Healthy; Controller 2: Healthy
Backflow Prevention Type	Double Check Valve
Irrigation Controllers (Make, Model, Funct., Smart Cont.)	Controller 1: Weathermatic-ETO Pro2x, Yes, Yes; Controller 2: Weathermatic-ETO Pro2x, Yes, Yes
Soil Structure (Soil Depth, Root Depth, Fertility)	Controller 1: 5", 6", Good/ Friable; Controller 2: 5", 6", Good/ Friable
Irrigation Efficiency (DU)	Unsatisfactory- 43%
Irrigation Spray Coverage	Blockage was found to be a limiting problem
Irrigation Over-spray/ Runoff	Overspray/ runoff was found to be a limiting problem
	Controller 1 Valves: 1, 2, 3, 4, 7, 8, 9, 15, 16 Controller 2 Valves: 3, 5, 6, 8, 9, 13, 15, 16, 19
Incorrect/ Broken Irrigation Nozzle	There were a few nozzles observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 6, 7, 8, 9, 15, 16 Controller 2 Valves: 3, 6
Irrigation heads too low/ high or need straightening	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 2, 3, 4, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17, 18, 20 Controller 2 Valves: 1, 4, 5, 7, 8, 9, 10, 11, 12, 13, 15, 16, 17, 18, 19
Head Spacing	Satisfactory- Spacing was not found to be a limiting problem
	Controller 1 Valves: 12, 15 Controller 2 Valves: 1, 2, 9, 14, 18
Broken/ leaking heads	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 2, 4, 6, 7, 8, 9, 11 Controller 2 Valves: 3, 5, 11, 15, 19
Broken/ leaking laterals	There are several broken laterals that were found to be a problem
	Controller 1 Valves: 4, 14 Controller 2 Valves:
Irrigation valves needing check valves	Check valves are not needed for this irrigation system
	Controller 1 Valves: Controller 2 Valves:
Broken/ leaking Mainlines	Controller 1: No; Controller 2: No
Valve sequencing	Controller 1: ; Controller 2:
Valve not Activating from Controller	Controller 1 Valves: 5, 19; Controller 2 Valves: 14
Master Valve Present?	Controller 1: No; Controller 2: No
Flow Sensor Present?	Controller 1: No; Controller 2: No
Pump	Controller 1: Yes; Controller 2: No
System Pressure	Satisfactory- Pressure not found to be a limiting problem
Install Central Control Capability	Controller 1: Yes; Controller 2: Yes



AQUASAVE[®]

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Golden State
Water Company

10000 E. 1st Ave. • Denver, CO 80231

CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

Outdoor Recommendations

- Upgrade or install irrigation controllers to accept remote management capabilities
- Convert planters to drip line irrigation to reduce water waste from runoff
- Repair irrigation system breaks, leaks and deficiencies as needed
- Upgrade to water saving "Rotator", Precision Spray, or Rotary water saving nozzles
- Remove portions of grass in favor of low water use shrubs and ground covers or mulch
- Aerate soil to ensure deep water percolation

*We provide a sample schedule for your use until you initiate this upgrade

Golden State Water Company offers its customers many rebates for their landscape sites.

- Turf Removal Program
- Soil Moisture Sensor Systems (\$55 per station)
- Large Rotary Nozzles (\$13 per set, minimum 8 sets of two nozzles)
- Rotating Nozzles for pop-up spray heads (\$6 each, minimum 15 per application)

Go to www.gswater.com or call customer service at **(800) 999-4033** for more information



CII INDOOR AND OUTDOOR WATER USE SURVEY REPORT

AUDITOR'S COMMENTS:

Overall design of irrigation system is good. There is head to head coverage within each zone and from zone to zone. However, there is much room for improvement in the performance of the irrigation system, as well as areas where changes have been made to the original park design.

Through the report you will notice that there are almost always more defects than the number of heads per zone. Simply put, there are multiple defects per head. Where there have been additions or changes to the original park design, there were not coordinated changes to the irrigation system. Recommended operating pressure by all manufactures for a pop spray heads is between 25 and 35. Operating at higher pressures wastes water and deteriorates and breaks equipment faster.

There is room for overall improvement in performance. All options should consider the long term effects. Currently there are programs available that provide assistance with information and financial aid. The Metropolitan Water District and affiliated water purveyors have such programs and there may be others which apply to specific situations. One consideration would be the elimination of turf in the curb-strip. This could be done with alternative plant material or make the sidewalk wider.

Both Rossmoor and Rush Park have a high traffic volume. This combined with the native soil texture, Clay loam, leads to severe soil compaction. This makes root growth and water movement very difficult, which effects water use efficiency and plant health. Instituting a regular soil aeration program is highly recommended to remedy the compacted soil areas.

REPORT SUMMARY:

This water audit has identified many of the challenges you face with making your water systems more conservative. However, this information is only the first step in your journey toward achieving effective landscape and indoor water conservation. The next step is to initiate the recommended improvements so that your new systems can realize actual water and cost savings. Above is a list of the steps you may choose to take in improving your water conservation.

Sincerely,

AquaSave Inc.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Kempton Mini Park

April 15, 2015

Omero Perez / City of Rossmoor, Park Superintendent
3102 Kempton Drive, Los Alamitos CA 90720
(562)381-3171, operez@rossmoor-csd.org

Dear Omero:

Golden State Water Company is pleased to provide you with this outdoor water use survey report to help you identify your water use and give you recommendations on where you can save water. On April 9, 2015, an Outdoor Water Use Survey was conducted by Joe Frisbie. This report is based solely on professional observations and findings from the outdoor water survey and information received from the owner. This report will address current usage, problems, and the opportunities to use water more efficiently at the **3102 Kempton Drive** account.

GENERAL OBSERVATIONS

LEAKS IDENTIFIED

Meter Movement	No
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SITE PROFILE

Account No.	6191200000
Meter #	MM8400101
Site Size (Sq. Ft.)	8,912
Irrigation Area (Sq. Ft.)	3,287
Pool (Sq. Ft.)	No
Spa (Sq. Ft.)	No
Pump	No
Master valves (s)	No
Flow sensor	No

Overall, we rate your outdoor water use profile as **Needing Attention Now.**

Your outdoor recommendations have the potential to save you **98,841 Gals/yr.**

By implementing the recommended measures and correcting certain items you will reduce your overall water use, helping you and the community to save water and save energy. Golden State Water Company has a variety of incentives and services to help you meet your goals and help us all achieve average water use reductions of 20% by the year 2020.

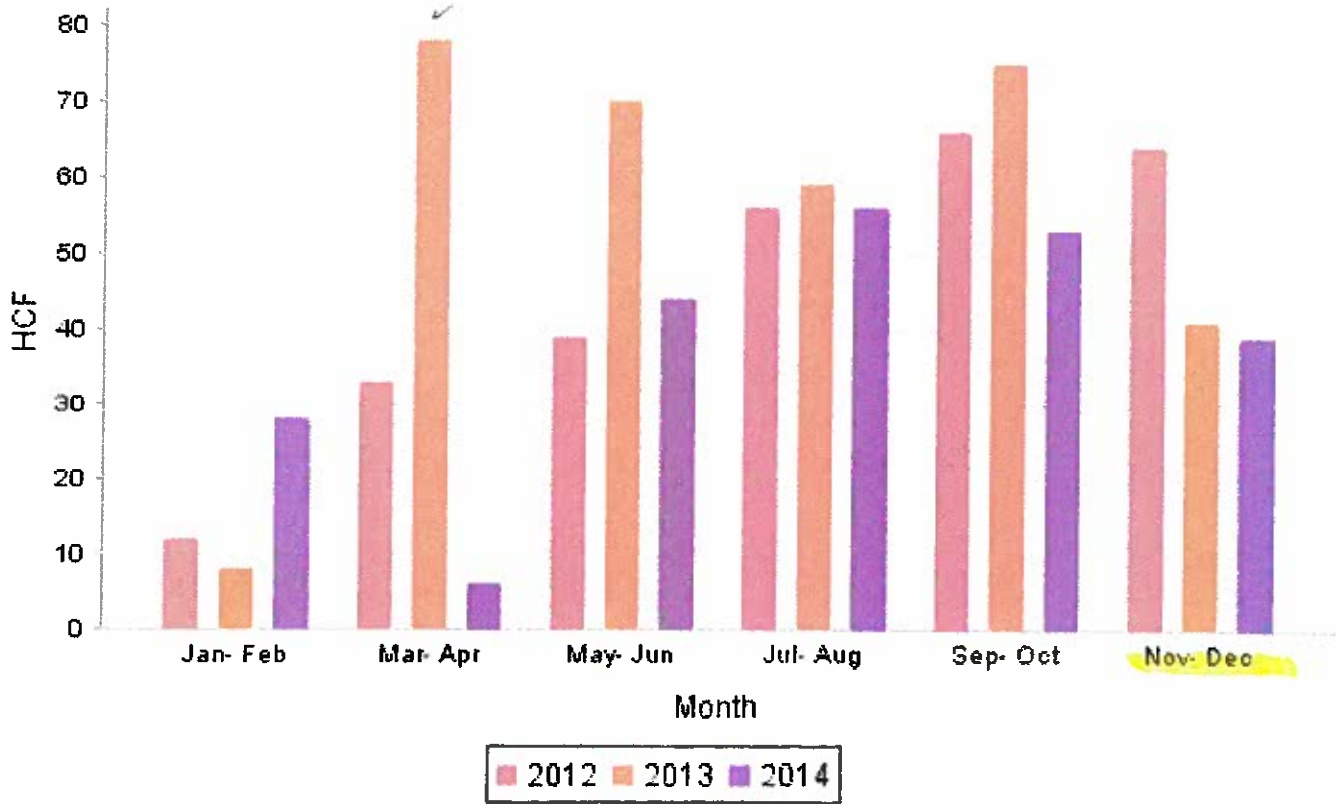


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Water Use Analysis- Historical

Using your water use history and applying the profile information we have collected we are able to generally determine your outdoor water use. Of course each month and year will be different but in general similar patterns are revealed.

Historical Water Use



Water Use Discussion

According to available water use history, water use was at its highest in March- April of 2013.

Water consumption was at its highest in March and April of 2013. However, water use at Kempton Mini Park has been reduced significantly since then.

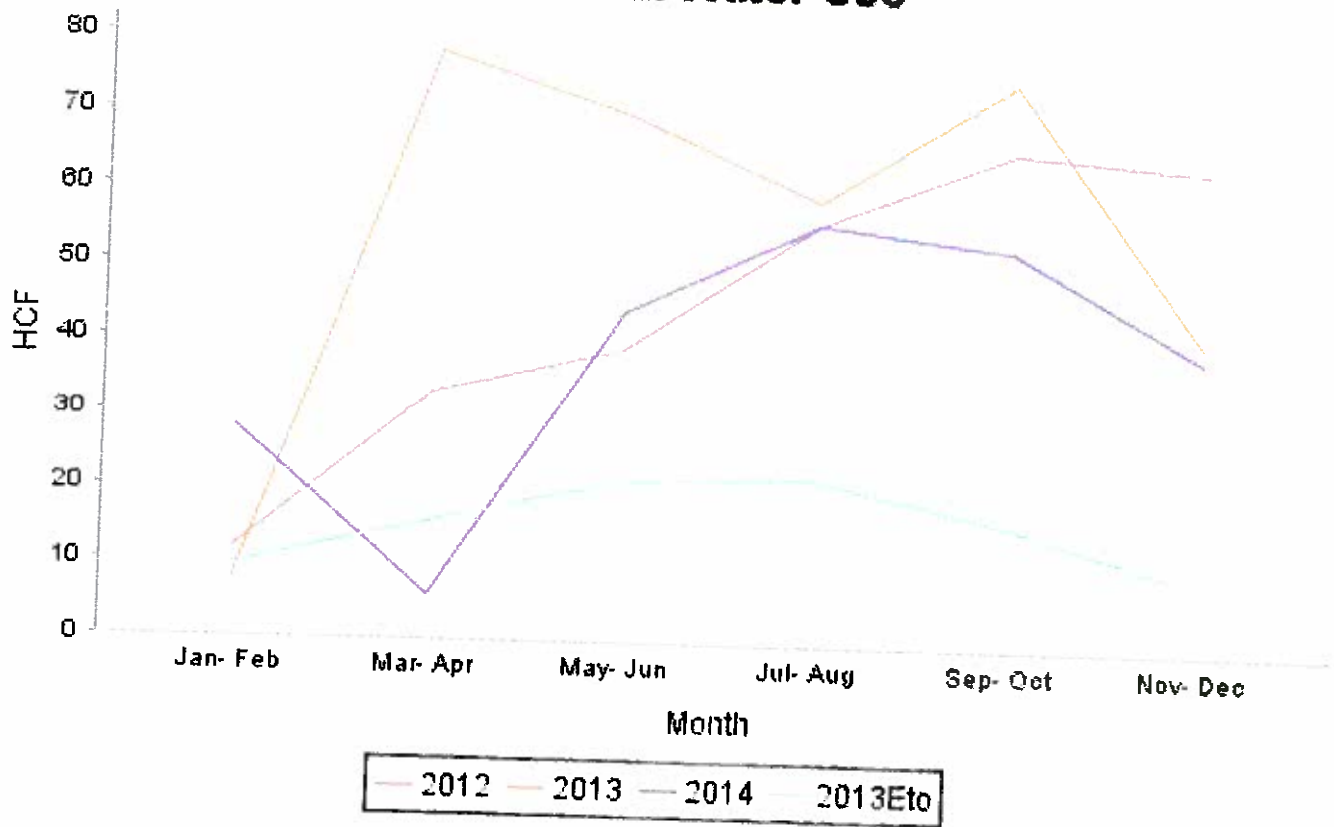


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

OUTDOOR WATER USE

There are several factors that affect outdoor water use. As conservationists, we try to educate customers about watering for the plant needs by season. By observing and adjusting the irrigation system, identifying and repairing breaks and leaks, and managing the areas that typically use the most water, significant savings will be achieved.

Historical Water Use



ET (Evapotranspiration) is the line that indicates the amount of water your landscape actually requires based on historical weather patterns. We typically over water because we don't pay attention to the health of our plants, or our irrigation system is operating poorly. This results in brown spots. We then increase watering on our timers and they are forgotten, resulting in wasted water.

The above graph indicates that outdoor water use was Above ET for the years examined. This is not an unusual scenario when water management is not closely aligned with seasonal changes. This is likely a result of improper use of the irrigation clock and deficiencies in the system.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Landscape and Irrigation Profile:

Landscape Plant Condition	Controller 1: Healthy
Backflow Prevention Type	Double Check Valve
Irrigation Controllers (Make, Model, Funct., Smart Cont.)	Controller 1: Rain Bird-ESP modular, Yes, Yes
Soil Structure (Soil Depth, Root Depth, Fertility)	Controller 1: 5, 6, Good/ Friable
✓ Irrigation Efficiency (DU)	Unsatisfactory- 22%
✓ Irrigation Spray Coverage	Blockage was found to be a limiting problem
Irrigation Over- spray/ Runoff	Overspray/ runoff was found to be a limiting problem
	Controller 1 Valves: 1, 2, 3, 4
Incorrect/ Broken Irrigation Nozzle	There were a few nozzles observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 6, 7
Irrigation heads too low/ high or need straightening	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 2, 5, 6, 7
Head Spacing	Satisfactory- Spacing was not found to be a limiting problem
	Controller 1 Valves:
Broken/ leaking heads	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 2, 3, 4, 6
Broken/ leaking laterals	There were no broken laterals that were found to be a problem
	Controller 1 Valves:
Irrigation valves needing check valves	Check valves are not needed for this irrigation system
	Controller 1 Valves:
Broken/ leaking Mainlines	Controller 1: No
Valve sequencing	Controller 1: Satisfactory
Valve not Activating from Controller	Controller 1 Valves:
Master Valve Present?	Controller 1: No
Flow Sensor Present?	Controller 1: No
Pump	Controller 1: No
System Pressure	Satisfactory- Pressure not found to be a limiting problem
Install Central Control Capability	Controller 1: Yes



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Outdoor Recommendations

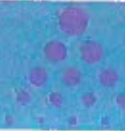
- Upgrade or install irrigation controllers to accept remote management capabilities
- Repair irrigation system breaks, leaks and deficiencies as needed
- Remove portions of grass in favor of low water use shrubs and ground covers or mulch
- Aerate soil to ensure deep water percolation
- Retrofit planter areas to drip line irrigation to ensure reduced water consumption

*We provide a sample schedule for your use until you initiate this upgrade

Golden State Water Company offers its customers many rebates for their landscape sites.

- Weather-Based Controller or Central Computer (\$55 per station)
- Soil Moisture Sensor Systems (\$55 per station)
- Large Rotary Nozzles (\$13 per set, minimum 8 sets of two nozzles)
- Rotating Nozzles for pop-up spray heads (\$6 each, minimum 15 per application)

Go to www.gswater.com or call customer service at (800) 999-4033 for more information



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

AUDITOR'S COMMENTS:

Although Kempton Park is a very small site when compared to the much larger park facilities in the City of Rossmore, there is still room for significant water savings. All of the planter areas should be converted to drip line irrigation to completely eliminate water waste from run off and over spray. Similarly the larger turf areas should have water saving nozzles installed.

When considering the provided irrigation base schedule, please note that each start time is a cycle-soak run time. When programming these runs, spacing each start about thirty minutes apart will reduce water waste from run off caused by full saturation of the irrigated area. For example, instead of running a single ten-minute cycle, run two five-minute cycles a half hour to forty-five minutes apart.

REPORT SUMMARY:

This water audit has identified many of the challenges you face with making your water systems more conservative. However, this information is only the first step in your journey toward achieving effective landscape and indoor water conservation. The next step is to initiate the recommended improvements so that your new systems can realize actual water and cost savings. Above is a list of the steps you may choose to take in improving your water conservation.

Sincerely,

AquaSave Inc.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Foster Mini Park

April 22, 2015

Omero Perez / City of Rossmoor, Park Superintendent
12590 Foster Road, Los Alamitos CA 90720
(562)381-3171, operez@rossmoor-csd.org

Dear Omero:

Golden State Water Company is pleased to provide you with this outdoor water use survey report to help you identify your water use and give you recommendations on where you can save water. On April 7, 2015, an Outdoor Water Use Survey was conducted by Joe Frisbie. This report is based solely on professional observations and findings from the outdoor water survey and information received from the owner. This report will address current usage, problems, and the opportunities to use water more efficiently at the 12590 Foster Road account.

GENERAL OBSERVATIONS

LEAKS IDENTIFIED

Meter Movement	No
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SITE PROFILE

Account No.	9991300000
Meter #	MM8833167
Site Size (Sq. Ft.)	8,336
Irrigation Area (Sq. Ft.)	3,287
Pool (Sq. Ft.)	No
Spa (Sq. Ft.)	No
Pump	No
Master valves (s)	No
Flow sensor	No

Overall, we rate your outdoor water use profile as **Needing Attention Now.**

Your outdoor recommendations have the potential to save you **57,738 Gals/yr.**

By implementing the recommended measures and correcting certain items you will reduce your overall water use, helping you and the community to save water and save energy. Golden State Water Company has a variety of incentives and services to help you meet your goals and help us all achieve average water use reductions of 20% by the year 2020.

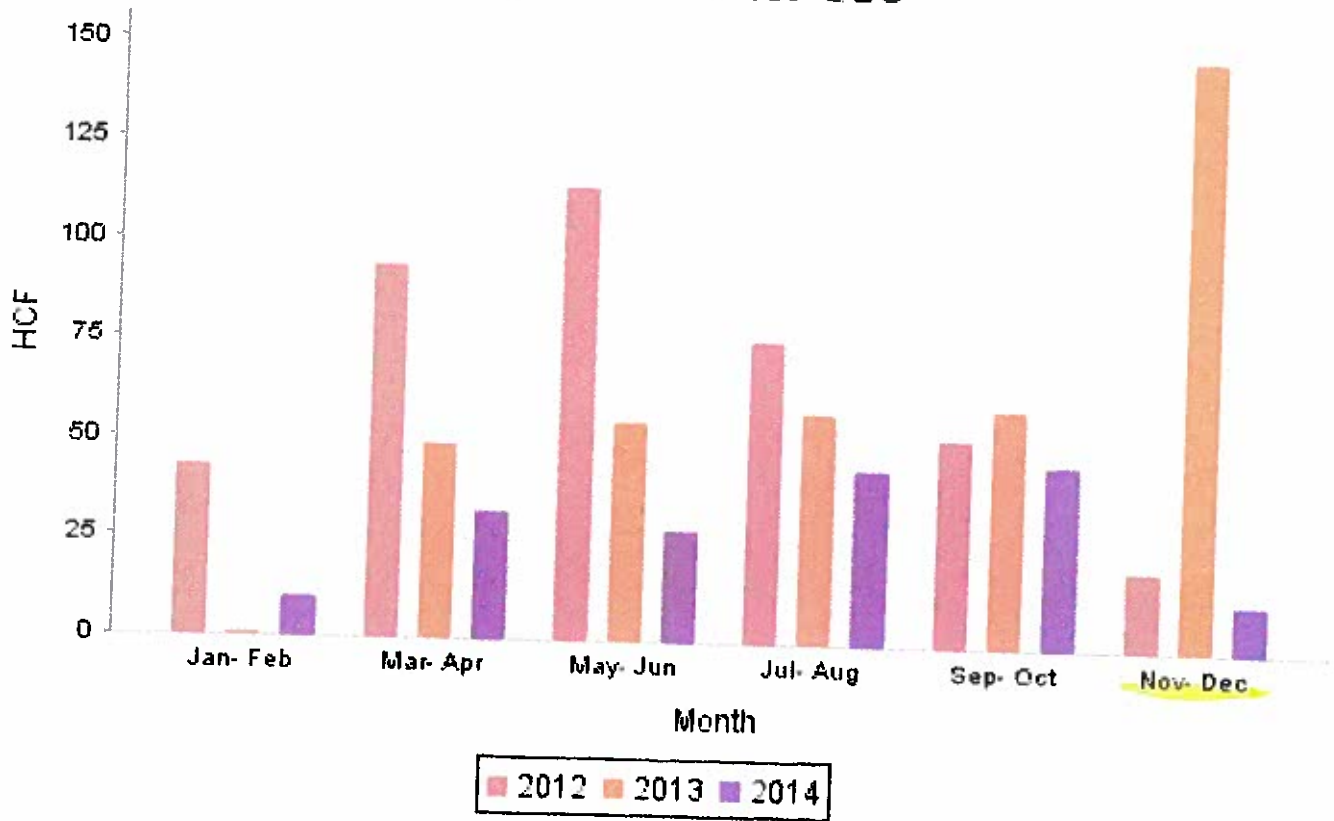


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Water Use Analysis- Historical

Using your water use history and applying the profile information we have collected we are able to generally determine your outdoor water use. Of course each month and year will be different but in general similar patterns are revealed.

Historical Water Use



Water Use Discussion

According to available water use history, water use was at its highest in November- December of 2013.

Water use has fluctuated from 2012 to 2014. The highest water use occurred in November and December of 2013. Water use decreased significantly in 2014.

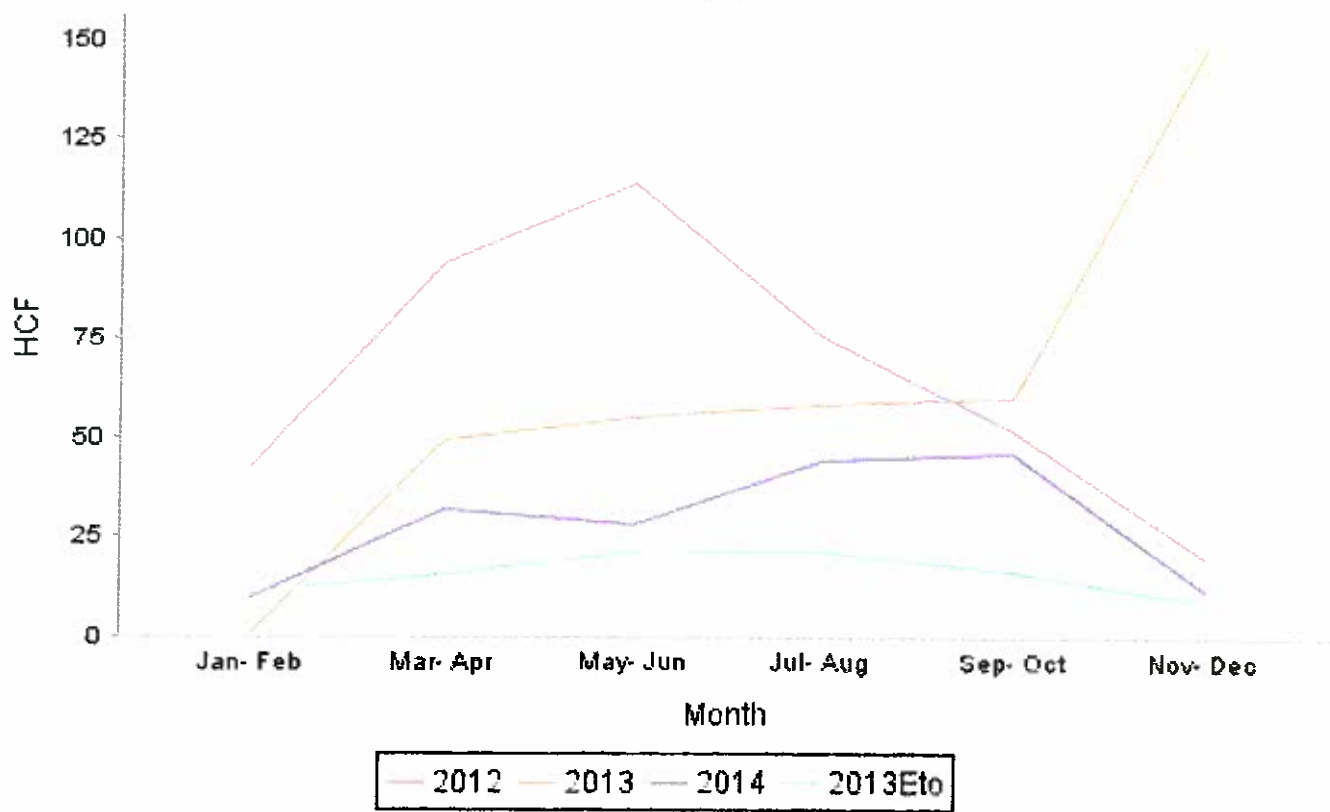


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

OUTDOOR WATER USE

There are several factors that affect outdoor water use. As conservationists, we try to educate customers about watering for the plant needs by season. By observing and adjusting the irrigation system, identifying and repairing breaks and leaks, and managing the areas that typically use the most water, significant savings will be achieved.

Historical Water Use



ET (Evapotranspiration) is the line that indicates the amount of water your landscape actually requires based on historical weather patterns. We typically over water because we don't pay attention to the health of our plants, or our irrigation system is operating poorly. This results in brown spots. We then increase watering on our timers and they are forgotten, resulting in wasted water.

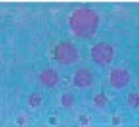
The above graph indicates that outdoor water use was Above ET for the years examined. This is not an unusual scenario when water management is not closely aligned with seasonal changes. This is likely a result of improper use of the irrigation clock and deficiencies in the system.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Landscape and Irrigation Profile:

Landscape Plant Condition	Controller 1: Healthy
Backflow Prevention Type	Double Check Valve
Irrigation Controllers (Make, Model, Funct., Smart Cont.)	Controller 1: Rain Bird-ESP Me, Yes, Yes
Soil Structure (Soil Depth, Root Depth, Fertility)	Controller 1: 5, 6, Good/ Friable
Irrigation Efficiency (DU)	Unsatisfactory- 26%
Irrigation Spray Coverage	Blockage was found to be a limiting problem
Irrigation Over-spray/ Runoff	Overspray/ runoff was found to be a limiting problem
	Controller 1 Valves: 1, 3, 4, 5
Incorrect/ Broken Irrigation Nozzle	There were a few nozzles observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 2, 3, 4
Irrigation heads too low/ high or need straightening	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 4, 5
Head Spacing	Satisfactory- Spacing was not found to be a limiting problem
	Controller 1 Valves:
Broken/ leaking heads	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 3, 4, 5
Broken/ leaking laterals	There were no broken laterals that were found to be a problem
	Controller 1 Valves:
Irrigation valves needing check valves	Check valves are not needed for this irrigation system
	Controller 1 Valves:
Broken/ leaking Mainlines	Controller 1: No
Valve sequencing	Controller 1: Satisfactory
Valve not Activating from Controller	Controller 1 Valves:
Master Valve Present?	Controller 1: No
Flow Sensor Present?	Controller 1: No
Pump	Controller 1: No
System Pressure	Satisfactory- Pressure not found to be a limiting problem
Install Central Control Capability	Controller 1: Yes



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Outdoor Recommendations

- Upgrade or install irrigation controllers to accept remote management capabilities
- Convert planters to drip line irrigation to reduce water waste from runoff
- Aerate soil to ensure deep water percolation
- Repair irrigation system breaks, leaks and deficiencies as needed
- Upgrade to water saving "Rotator", Precision Spray, or Rotary water saving nozzles
- Remove portions of grass in favor of low water use shrubs and ground covers or mulch

*We provide a sample schedule for your use until you initiate this upgrade

Golden State Water Company offers its customers many rebates for their landscape sites.

- Weather-Based Controller or Central Computer (\$55 per station)
- Large Rotary Nozzles (\$13 per set, minimum 8 sets of two nozzles)
- Rotating Nozzles for pop-up spray heads (\$6 each, minimum 15 per application)
- Turf Removal Program

Go to www.gswater.com or call customer service at (800) 999-4033 for more information



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

AUDITOR'S COMMENTS:

Foster Park is a smaller pocket park with mixed planters and turf areas. What appears to be the case with many of these small parks tucked away in neighborhoods is that the need for turf is very minimal. Since turf requires the most water and most maintenance efforts of the landscape, replacing the existing turf with drought tolerant turf substitutes is highly recommended. This will help not only reduce maintenance time and costs, but also greatly reduce water consumption in the more remote locations.

Replacing spray heads with drip line irrigation in the planters is also highly recommended, as this will eliminate water waste from run off and over spray. Drip lines will also increase the longevity of this irrigation system.

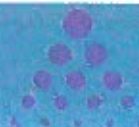
Regarding the irrigation schedule, be aware that start times are cycle soak times. For the planters, keep the schedule for only one day a week. For the turf in the summer months split the schedule into two days a week. Rest of the year keep at one day a week. The purpose of cycle soak is to move water deeper in the soil profile to provide for deeper root development which reduces drought stress and helps to reduce water waste from run off.

REPORT SUMMARY:

This water audit has identified many of the challenges you face with making your water systems more conservative. However, this information is only the first step in your journey toward achieving effective landscape and indoor water conservation. The next step is to initiate the recommended improvements so that your new systems can realize actual water and cost savings. Above is a list of the steps you may choose to take in improving your water conservation.

Sincerely,

AquaSave Inc.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Triangle Park

April 22, 2015

Omero Perez / City of Rossmoor, Park Superintendent
12601 Seal Beach Blvd, Los Alamitos CA 90720
(562)381-3171, operez@rossmoor-csd.org

Dear Omero:

Golden State Water Company is pleased to provide you with this outdoor water use survey report to help you identify your water use and give you recommendations on where you can save water. On April 9, 2015, an Outdoor Water Use Survey was conducted by Joe Frisbie. This report is based solely on professional observations and findings from the outdoor water survey and information received from the owner. This report will address current usage, problems, and the opportunities to use water more efficiently at the 12601 Seal Beach Blvd account.

GENERAL OBSERVATIONS

LEAKS IDENTIFIED

Meter Movement	No
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SITE PROFILE

Account No.	5202520000
Meter #	MM2836431
Site Size (Sq. Ft.)	11,715
Irrigation Area (Sq. Ft.)	11,715
Pool (Sq. Ft.)	No
Spa (Sq. Ft.)	No
Pump	No
Master valves (s)	No
Flow sensor	No

Overall, we rate your outdoor water use profile as **Fair**.

By implementing the recommended measures and correcting certain items you will reduce your overall water use, helping you and the community to save water and save energy. Golden State Water Company has a variety of incentives and services to help you meet your goals and help us all achieve average water use reductions of 20% by the year 2020.

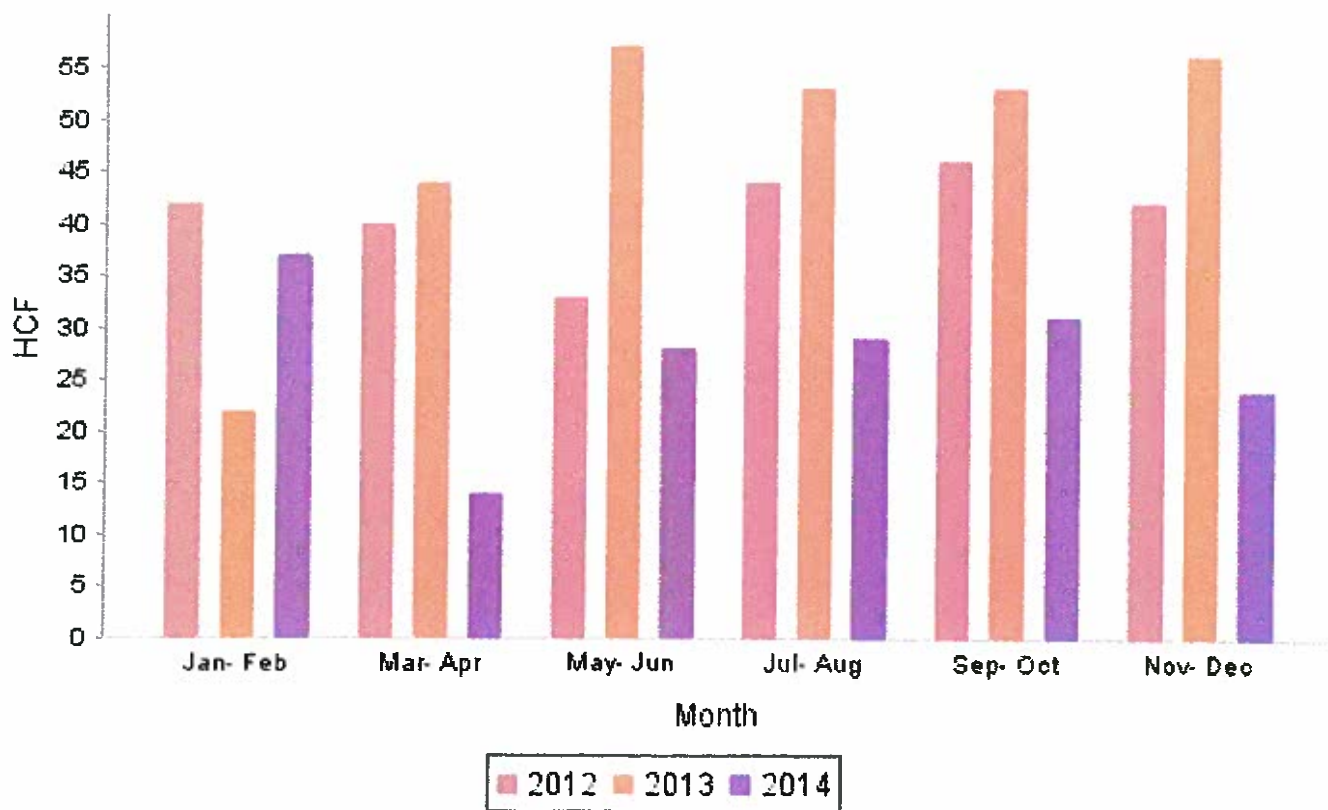


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Water Use Analysis- Historical

Using your water use history and applying the profile information we have collected we are able to generally determine your outdoor water use. Of course each month and year will be different but in general similar patterns are revealed.

Historical Water Use



Water Use Discussion

According to available water use history, water use was at its highest in May of 2013.

According to the provided water use history, water use at Triangle Park was at its highest in May and June of 2013. Since then water use has been significantly reduced. Although water consumption is below the regional and plant needs, there are still areas where water conservation projects will improve the irrigation system efficiency and health of plants.

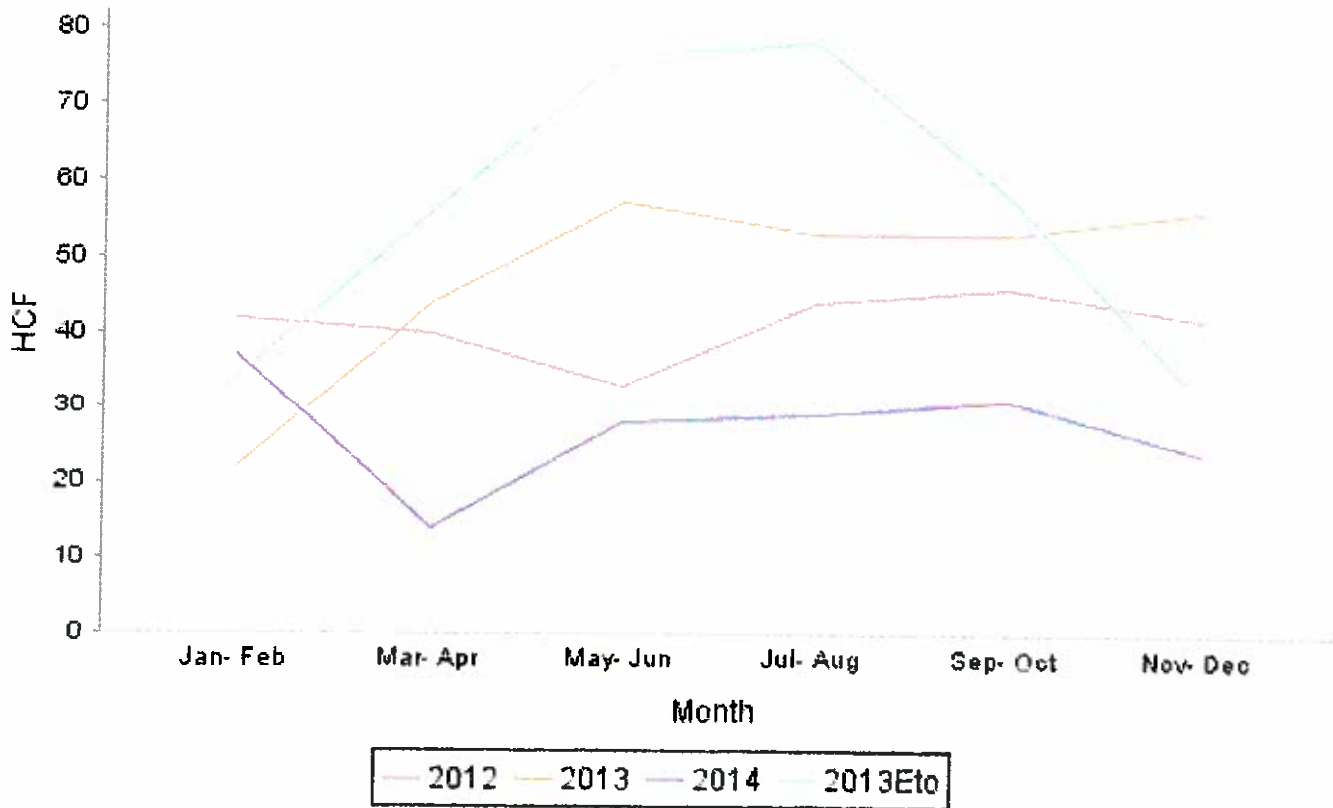


LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

OUTDOOR WATER USE

There are several factors that affect outdoor water use. As conservationists, we try to educate customers about watering for the plant needs by season. By observing and adjusting the irrigation system, identifying and repairing breaks and leaks, and managing the areas that typically use the most water, significant savings will be achieved.

Historical Water Use



ET (Evapotranspiration) is the line that indicates the amount of water your landscape actually requires based on historical weather patterns. We typically over water because we don't pay attention to the health of our plants, or our irrigation system is operating poorly. This results in brown spots. We then increase watering on our timers and they are forgotten, resulting in wasted water.

The above graph indicates that outdoor water use was Below ET for the years examined. This is not an unusual scenario when water management is not closely aligned with seasonal changes.



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Landscape and Irrigation Profile:

Landscape Plant Condition	Controller 1: Healthy
Backflow Prevention Type	Double Check Valve
Irrigation Controllers (Make, Model, Funct., Smart Cont.)	Controller 1: Rain Bird-ESP-LX modular, Yes, Yes
Soil Structure (Soil Depth, Root Depth, Fertility)	Controller 1: 8, 8, Good/ Friable
Irrigation Efficiency (DU)	Unsatisfactory- 33%
Irrigation Spray Coverage	Blockage was found to be a limiting problem
Irrigation Over- spray/ Runoff	Overspray/ runoff was found to be a limiting problem
	Controller 1 Valves: 1, 3, 5
Incorrect/ Broken Irrigation Nozzle	There were a few nozzles observed to be a problem in this irrigation system
	Controller 1 Valves: 4
Irrigation heads too low/ high or need straightening	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 1, 2
Head Spacing	Satisfactory- Spacing was not found to be a limiting problem
	Controller 1 Valves:
Broken/ leaking heads	Unsatisfactory- There were sprinklers observed to be a problem in this irrigation system
	Controller 1 Valves: 2, 5, 6
Broken/ leaking laterals	There are several broken laterals that were found to be a problem
	Controller 1 Valves: 2, 5
Irrigation valves needing check valves	Check valves are not needed for this irrigation system
	Controller 1 Valves:
Broken/ leaking Mainlines	Controller 1: No
Valve sequencing	Controller 1:
Valve not Activating from Controller	Controller 1 Valves: 8
Master Valve Present?	Controller 1: No
Flow Sensor Present?	Controller 1: No
Pump	Controller 1: No
System Pressure	Satisfactory- Pressure not found to be a limiting problem
Install Central Control Capability	Controller 1: Yes



LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

Outdoor Recommendations

- Convert planters to drip line irrigation to reduce water waste from runoff
- Aerate soil to ensure deep water percolation
- Upgrade or install irrigation controllers to accept remote management capabilities
- Repair irrigation system breaks, leaks and deficiencies as needed
- Remove portions of grass in favor of low water use shrubs and ground covers or mulch

*We provide a sample schedule for your use until you initiate this upgrade

Golden State Water Company offers its customers many rebates for their landscape sites.

- Weather-Based Controller or Central Computer (\$55 per station)
- Soil Moisture Sensor Systems (\$55 per station)
- Large Rotary Nozzles (\$13 per set, minimum 8 sets of two nozzles)
- Rotating Nozzles for pop-up spray heads (\$6 each, minimum 15 per application)
- Turf Removal Program

Go to www.gswater.com or call customer service at (800) 999-4033 for more information



AQUASAVE®

Save Water • Save Money • Stay Green



Golden State
Water Company

Water Conservation • Water Efficiency • Water Conservation

LARGE LANDSCAPE OUTDOOR WATER USE SURVEY REPORT

AUDITOR'S COMMENTS:

Triangle Park is a smaller pocket park, but there are still ways to further reduce water consumption. Aerating the soil will significantly aid in deep water percolation. This will allow for shorter watering cycle times, having a greater impact on plant development and healthy growth with the current spray and rotor type sprinklers. Installing a layer of mulch over the entire planter area will also help maintain moisture levels in root zones.

In order to even further reduce water use at Triangle Park, all spray and rotor areas should be converted to drip line irrigation. Drip lines will make maintenance minimal and by coupling this with the layer of mulch, over spray and run off will be completely eliminated.

The addition of central control capability for this controller and the controllers in the other parks will greatly improve water management and reduce water waste.

REPORT SUMMARY:

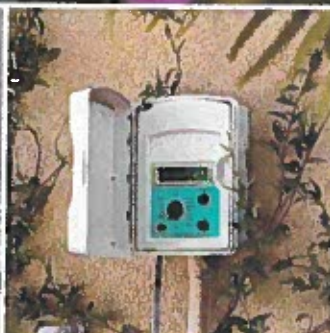
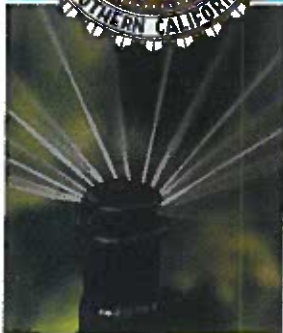
This water audit has identified many of the challenges you face with making your water systems more conservative. However, this information is only the first step in your journey toward achieving effective landscape and indoor water conservation. The next step is to initiate the recommended improvements so that your new systems can realize actual water and cost savings. Above is a list of the steps you may choose to take in improving your water conservation.

Sincerely,

AquaSave Inc.



REBATES FOR WATER EFFICIENCY UPGRADES



SoCal WaterSmart COMMERCIAL PROGRAM

Plumbing Fixtures

High-Efficiency Toilets (Multi-Family)

Base Rebate

\$145/Toilet - 1.06 gallons per flush or less
 \$100/Toilet - 1.28 gallons per flush or less

High-Efficiency Toilets (Flushometer/Tank)

\$100

Ultra-Low and Zero-Water Urinals

\$200

Plumbing Flow Control Valves

\$5/Valve (minimum of 10)

Landscaping Equipment

Smart Irrigation Controllers/
 Central Computer Irrigation Controllers

\$35/Station

Soil Moisture Sensor Systems

\$35/Irrigation controller station

Rotating Nozzles for Pop-up Spray Heads

\$4/Nozzle (minimum of 15)

Large Rotary Nozzles

\$13/Set (minimum of 8 sets)

In-Stem Flow Regulators

\$1/Regulator (minimum of 25)

Turf Removal

Removal of Irrigated Turf

\$2/square foot of irrigated turf removed and replaced with drought-tolerant plants or other approved landscape options

Food Equipment

Connectionless Food Steamers

\$485/Compartment

Air-Cooled Ice Machines

\$1,000

HVAC Equipment

Cooling Tower Conductivity Controllers

\$625

Cooling Tower pH Controllers

\$1,750

Medical and Dental Equipment

Laminar Flow Restrictors

\$10/Restrictor (minimum of 10)

Dry Vacuum Pumps

\$125/0.5HP (up to 2HP max)

SoCal Water\$mart RESIDENTIAL PROGRAM

Indoor Fixtures	Base Rebate
High-Efficiency Toilets (Tank-Type)	\$100
High-Efficiency Clothes Washers	\$85
Landscaping Equipment	
Smart Irrigation Controllers	\$80/Controller for less than one acre \$35/Station for areas larger than one acre
Soil Moisture Sensor Systems	\$80/Controller for less than one acre \$35/Station for areas larger than one acre
Rain Barrels	\$75
Rotating Nozzles for Pop-up Spray Heads	\$4/Nozzle (minimum of 15)
Turf Removal	
Removal of Irrigated Turf	\$2/square foot of irrigated turf removed and replaced with drought-tolerant plants or other approved landscape options

SoCal Water\$mart PUBLIC AGENCY PROGRAM

Landscaping Equipment	Base Rebate
Smart Irrigation Controllers/ Central Computer Irrigation Controllers	\$55/Station
Soil Moisture Sensor Systems	\$55/Station
Large Rotary Nozzles	\$13/Set (minimum of 8 sets)
Rotating Nozzles for Pop-up Spray Heads	\$6 each (minimum of 15)

SoCal Water\$mart FITNESS CENTER PROGRAM

Equipment	Base Rebate
High-Efficiency Toilets (Tank or Flushometer)	\$300
Ultra-Low or Zero-Water Urinals	\$500

SoCal Water\$mart is a region-wide program brought to you by the Metropolitan Water District of Southern California. Local water agencies may offer other incentive program opportunities. Rebates will be issued on a first-come, first-served basis until funding is exhausted.

More Information

Log on to socalwatersmart.com for eligibility terms and application guidelines or call 888.376.3314.



THE METROPOLITAN WATER DISTRICT
OF SOUTHERN CALIFORNIA
P.O. Box 54153
Los Angeles, CA 90054-0153
mwdh2o.com



bewaterwise.com[®]



06.14 10M



TURF REMOVAL PROGRAM



WHY

California is facing prolonged dry conditions. Gov. Jerry Brown has declared a statewide drought and asked Californians to lower their water use by 20 percent. Your help is needed. Outdoor water use accounts for the highest percentage of regional water use. One of the most water-thirsty plants is turf grass. Replacing it with California Friendly[®], low-water use plants is a beautiful alternative now made more practical with rebates for \$2 or more per square foot of existing turf removed.

bewaterwise.com[®]

More Eligibility Information

- Rebates will be issued on a first-come, first-served basis until funding is exhausted.
- Only one turf removal rebate is allowed per property.
- Synthetic turf is eligible for rebates unless prohibited by your water agency's rebate terms and conditions or local ordinances.
- Facilities using recycled water may not qualify. Call 888.376.3314 to check eligibility.
- Projects cannot include replacements with live turf or turf-looking plants.
- Metropolitan reserves the right to verify and inspect removal of turf grass.
- Customers must adhere to their local and city landscape ordinances.

WHO

Water customers located within Metropolitan's 5,200-square-mile, six-county service area are eligible for rebates on water-saving landscape devices. Both the water service and installation address must be located within Metropolitan's service area. Customers must have existing grass in the proposed project area.

WHAT

Rebates require a two-step approval and application process. Notice to move forward with a project will be e-mailed within two weeks of receipt of required project pre-approval materials. Rebates will be mailed four to six weeks after final materials and documentation have been submitted and approved.



HOW

Project Start Approval

- Follow the instructions on socalwatersmart.com to set up an account.
- Apply for and receive project start approval online before removing turf. Carefully estimate and measure your project area because the final rebate award cannot be adjusted, even if you remove additional square footage of turf.
- Upload five "before" photos of your project area as well as a copy of your water bill.
- When you receive project approval, the square footage and the reserved rebate amount will be specified.
- Remove turf and plant low water-use plants.
- Go to Step 2 which begins the application process.

Rebate Application Process

- Log in as "Returning Turf Applicant."
- Submit the required documentation and upload at least five color photos of your completed project area including at least one photo of each area where turf was removed. Refer to the photo guidelines section online. If the project includes synthetic turf, provide a photo or scanned copy of your synthetic turf receipt.



WHERE

Looking for more information?
Go to socalwatersmart.com
or call 888.376.3314.

SoCal Water\$mart is a region-wide program brought to you by the Metropolitan Water District of Southern California. Local water agencies may offer other incentive program opportunities. Rebates will be issued on a first-come, first-served basis until funding is exhausted.



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06.14.10M

16% MANDATORY WATER CONSERVATION STUDY

LOCATION	ACTUAL Calendar Year 2013	MANDATORY 16% Reduction Calendar Year 2013	16% REDUCTION	ACTUAL Calendar Year 2014	Additional Cutback Needed to Reach 16% Reduction Calendar Year 2013	Additional % Needed To Cut from 2014 Water Usage to 16% of Calendar Year 2013	FY 2015-2016 BUDGET
Rossmoor Park	\$47,283	(\$7,565)	\$39,718	\$45,900	(\$6,182)	-15.57%	\$44,500
Montecito Center	\$1,907	(\$305)	\$1,602	\$1,943	(\$341)	-21.29%	\$1,950
Rush Park *	\$39,303	(\$6,288)	\$33,015	\$33,094	(\$79)	-0.24%	\$27,000
Mini Parks	\$8,173	(\$1,308)	\$6,865	\$8,779	(\$1,914)	-27.87%	\$7,700
TOTAL	\$96,666	(\$15,467)	\$81,199	\$89,716	(\$8,517)	-10.49%	\$81,150

* Rush Park had large water leak in April of 2014. \$4,000 deducted from year's total to account for this leak.

Total Water Costs 2014	\$96,666
Total Water Costs 2013	\$89,716
Cost Reduction	(\$6,950)
% Reduction	-7.19%

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF MAY 12, 2015

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of May 12, 2015 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Regular May 12, 2015 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of May 12, 2015 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, May 12, 2015

A. ORGANIZATION

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

**2. ROLL CALL: Directors Burgess, DeMarco, Maynard
President Kahlert
Director Casey had an excused absence**

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

- a. Golden State Water Co—Mr. Matt Puffer Water Conservation Analyst Re: Water Conservation Mandates**

Water Conservation Analyst Matt Puffer gave a PowerPoint presentation to the board and public. The presentation provided an overview of water audit that the Rossmoor Community Services District had recently undergone. He made suggestions for improvements and provided information relative to grants, rebates, etc. Mr. Puffer took questions from the public regarding household water conservation mandates. He announced that the Golden State Water Company would be holding a series of public forums to educate and inform the public. The first of which would be on May 26, 2015 at The Marriott in Cypress location.

- b. Orange County Sheriff Department Lt. Rob Gunzel Re: Quarterly Crime Statistics**

Lieutenant Robert Gunzel gave a report to the board on the latest crime statistics. He stressed that the vehicle theft and burglaries that had occurred were crimes of opportunity resulting primarily from resident's failure to lock and secure property and valuables. He provided suggestions for improvement and gave a brief overview of Proposition 47, a law that has reduced simple drug possession and some property crimes to misdemeanors, and its impact on enforcement.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Dr. Barke, Los Alamitos Unified School District representative provided an overview of the School District's progress with regard to school-related traffic mitigation. He announced that he planned to attend RCSD board meetings regularly to provide status updates. He stated that the following recent things had been done to address the traffic: a reduction in inter district transfers by 60 students; 30 new residents had moved in and further reductions were planned, adding transportation alternatives—buses, staggered start times, lowered class sizes to 32 students beginning in September, opening perimeter gates at school sites, efficiency protocols for pickups, red curbs to prevent parking on Foster Road, relocating the summer school program into surrounding communities and forming a working group with the RCSD to discuss items of mutual concern. The Board thanked Dr. Barke for the progress update.

D. REPORTS TO THE BOARD

1. REPORT OF THE GENERAL MANAGER RE: PROCEDURES FOR EVENTS REQUESTING THE DISPENSING OR CONSUMPTION OF ALCOHOL (BEER AND WINE ONLY).

Recommendation to receive the General Manager's report on the procedures for events requesting the dispensing or consumption of alcohol (beer and wine only). Discussion ensued. The report was received and filed.

E. CONSENT CALENDAR

Director Burgess requested that Agenda Item E-2 Revenue and Expenditure Report be pulled from the agenda at this time.

Director Maynard requested that Agenda Item E-3 Quarterly Status Report be pulled from the agenda at this time.

Motion by Director DeMarco, seconded by Director Maynard to approve Item E-1a. Minutes as submitted. Motion passed 4-0.

1a. MINUTES REGULAR BOARD MEETING—April 14, 2015

2. REVENUE AND EXPENDITURE REPORT—March 2015

Discussion ensued relative to the format of the report.

Motion by Director Maynard, seconded by Director DeMarco to approve Item E-2, March 2015 Revenue and Expenditure Report as submitted. Motion passed 4-0.

3. QUARTERLY STATUS REPORT

Director Maynard stated that there were many great accomplishments contained in the report. He requested that the General Manager provide an overview to highlight the various goals and

objectives for the benefit of the public. The General Manager presented several highlights of the quarterly report.

Motion by Director Maynard, seconded by Director DeMarco to approve Item E-3 Quarterly Status Report as submitted. Motion passed 4-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS—None

ORDINANCES—None

H. REGULAR CALENDAR:

1. PUBLIC WORKS/CIP COMMITTEE RECOMMENDATIONS RE: PRELIMINARY FY 2015-2016 FUND 40 BUDGET AND PROJECT LIST.

Discussion and possible action on the report of the Public Works/CIP Committee's recommendations for the Fund 40 Capital Improvement Budget and Project List for inclusion with the FY 2015-2016 Preliminary Budget. Also included are the Fund 40 Budget and Project List for FY 2016-2017 for information only.

Discussion ensued relative to recent CIP Committee project list modifications and the addition of a separate water conservation budget line item and research relative to grant relief. The report was received and filed.

2. AMENDMENTS BUDGET COMMITTEE RECOMMENDATIONS RE: PRELIMINARY 2015-2016 ANNUAL BUDGET AND SALARY PLAN.

Recommendation to receive the report of the Committee and provide direction to the General Manager regarding the formulation of an FY 2015-2016 Final Budget and FY 2015-2016 Annual Salary Plan.

Discussion ensued relative to revenue and property tax projections and methodology. The report was received and filed.

3. REQUEST FOR FUNDING FOR THE 4TH OF JULY FIREWORKS SPECTACULAR AT THE JOINT FORCES TRAINING BASE.

Recommendation to Authorize General Manager to contribute funds in the amount of \$6,200 to the 4th of July Fireworks Spectacular event at the JFTB.

Discussion ensued relative to the scope of this year's event and speculation as to what changes may be forthcoming. Motion by Director DeMarco, seconded by Director Maynard to authorize the General Manager to contribute funds in the amount of \$6,200 to the 4th of July Fireworks Spectacular event at the JFTB. Motion passed 4-0.

4. REQUEST FOR BOARD DIRECTION RE: DEVELOPMENT OF A NEW POLICY FOR THE FISCAL MANAGEMENT AND ALLOCATION OF DISTRICT STAFF HOURS AND RESOURCES.

Recommendation for Discussion and possible action regarding a request for a new policy to address the fiscal management and allocation of District staff hours and resources.

President Kahlert stated that similar policies were standard across other agencies requiring extensive reports that involved significant staff time/hours to come before the entire board for approval. He added that this policy would be a tool to create more consistency as it pertained to the management of staff hours and resources. It was the consensus of the board that the General Manager work with General Counsel to develop a new policy or modify an existing policy to address the fiscal management and allocation of district staff hours and resources and bring back to the board for first reading at the next regular board meeting.

5. REQUEST FROM CSDA FOR A DISTRICT RESPONSE TO PROPOSED LEGISLATION—SB 239 RE: FIRE PROTECTION SERVICE AGREEMENTS

Recommendation to Authorize General Manager to author and Board President to sign a response opposing proposed legislation—SB 239 re: Fire Protection Service Agreements.

Brief discussion ensued. Motion by Director DeMarco, seconded by Director Maynard to authorize the General Manager to author and the Board President to sign a response opposing proposed legislation—SB 239 re: Fire Protection Service Agreements. Motion passed 4-0.

I. GENERAL MANAGER ITEMS:

The General Manager reported that he had received a call from Director Ron Casey regarding the notification he had received from Seal Beach Councilmember Gary Miller regarding the I-405/22 Soundwall CalTrans was in the midst of discussion about taking six properties and moving the Soundwall back to accommodate construction. He further reported that the City of Los Alamitos wanted to form an Ad Hoc Committee with the RCSD and he agreed with the concept as long as it was kept on the Ad Hoc level. He congratulated RHA and RCSD staff and volunteers for a successful Rossmoor Community Festival event. He thanked Matt Puffer with Golden State Water Company for a great drought report, audit and presentation. He stated that he had a great meeting with Los Alamitos Superintendent Sherry Kropp and Dr. Barke. He added that President Kahlert had appointed Director Casey to the Los Alamitos School District/RCSD Working Group. Finally he announced that he would be attending the Orange County Planning Commission Wireless Ordinance Meeting the following day at 1:30 p.m.

J. BOARD MEMBER ITEMS

Director DeMarco stated that the General Manager had devoted time working with the County and So Cal Edison to improve road striping and street lighting conditions on Montecito Road. The County had responded by repainting portions of the striping. He opined that the illumination remained inadequate. He suggested they view the Montecito Road in the evening hours because despite the stripes being repainted, it appeared there had been no change. He requested that they continue to pursue an adequate solution to the issue. He thanked Dr. Barke for the Los Alamitos Unified School District traffic mitigation update and requested that we add his report to future agendas if possible. He announced that the next school board meeting would be held in the Rush

Park Auditorium on May 19, 2015. He also stated that he and his family had attended this year's Rossmoor Community Festival and had a lot of fun. He praised staff for putting on a great event. Director DeMarco thanked Lieutenant Gunzel for the crime statistics report and added that many of the thefts outlined were avoidable crimes of opportunity.

Director Maynard announced that Director DeMarco, the General Manager and him had met with newly elected Orange County Supervisor Michelle Steele recently. He stated that the meeting went well and the Supervisor seemed to be open to Rossmoor's vision and willing to listen to the needs of her constituents. He added that he looked forward to working with Supervisor Steel and her staff regarding latent powers and park usage. He thanked the Golden State Water Company for the free water saving hose nozzles, shower heads and other supplies and informational materials. He encouraged the public to attend their public hearing on May 20, 2015 in Cypress. He thanked Dr. Barke for the school traffic update. He stated that the Los Alamitos School District was making great strides on behalf of residents such as lowering class sizes and reducing traffic and he looked forward to the continued expression and exchange of ideas.

President Kahlert thanked Golden State Water Company for their presentation. He reminded residents about the Mandatory Water Conservation and Rationing and public hearing on Wednesday, May 20th at 6:30 p.m. at the Courtyard by Marriott in Cypress, CA. He thanked the RHA and RCSD for their hard work on the Rossmoor Community Festival. He briefed the Board and community on the recent meeting that he and the General Manager had with Los Alamitos Unified School District Superintendent Dr. Kropp and Dr. Barke. Finally, he thanked the entire community for their attendance. He said it was great to see so many people in the audience and he enjoyed hearing from them.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director DeMarco, seconded by Director Maynard to adjourn the regular meeting at 9:10 p.m. Motion passed 4-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - APRIL, 2015

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for April, 2015.

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 April, 2015.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 April 2015 @ 83.34%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	753,614.00	767,129.00	750,503.16	258,107.01	16,625.84	97.8
STREET LIGHT ASSESSMENTS	258,000.00	265,000.00	262,591.88	89,959.34	2,408.12	99.1
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	1,235.56	501.88	1,264.44	49.4
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	2,686.54	0.00	58,113.46	4.4
FEES AND SERVICES	159,900.00	159,900.00	125,090.50	15,573.25	34,809.50	78.2
OTHER REVENUE	23,500.00	23,500.00	21,929.72	20,000.00	1,570.28	93.3
OTHER REVENUE (Reserve Transfer In)	0.00	35,000.00	35,000.00	35,000.00	0.00	100.0
Total Revenues	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	114,791.64	91.3
Expenditures						
ADMINISTRATION 1, 2	391,200.00	426,141.00	382,876.14	36,936.91	43,264.86	89.8
RECREATION	122,553.00	123,003.00	101,605.74	9,534.45	21,397.26	82.6
ROSSMOOR PARK 3	170,513.00	193,835.00	154,574.78	16,815.57	39,260.22	79.7
MONTECITO CENTER	70,012.00	74,010.00	63,156.63	6,097.09	10,853.37	85.3
RUSH PARK	207,430.00	204,524.00	161,910.83	20,643.84	42,613.17	79.2
STREET LIGHTING	110,580.00	105,580.00	81,066.11	9,009.82	24,513.89	76.8
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,080.00	41,465.63	4,522.87	13,614.37	75.3
PARKWAY TREES 4, 5	104,775.00	108,775.00	90,280.27	6,749.88	18,494.73	83.0
MINI-PARKS, MEDIANS & TRIANGLE	15,714.00	15,714.00	10,342.64	716.18	5,371.36	65.8
Total Expenditures	1,250,457.00	1,308,762.00	1,089,278.77	111,026.61	219,483.23	83.2

**Audited Fund Balance
 at June 30, 2014**

\$ 802,718.00

REVENUE REPORT
 April 2015 @ 83.34%

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	753,614.00	767,129.00	750,503.16	258,107.01	0.00	16,625.84	97.8
ASSESSMENTS	258,000.00	265,000.00	262,591.88	89,959.34	0.00	2,408.12	99.1
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	1,235.56	501.88	0.00	1,264.44	49.4
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	2,686.54	0.00	0.00	58,113.46	4.4
FEES AND SERVICES	159,900.00	159,900.00	125,090.50	15,573.25	0.00	34,809.50	78.2
OTHER REVENUE	23,500.00	23,500.00	21,929.72	20,000.00	0.00	1,570.28	93.3
RESERVES/CONTINGENCIES	0.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.0
Dept: 00	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	0.00	114,791.64	91.3
Revenues	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	0.00	114,791.64	91.3
Grand Total Net Effect:	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	0.00	114,791.64	

EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 1
6/2/2015
9:07 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS 1	214,800.00	233,950.00	209,035.37	21,467.71	0.00	24,914.63	89.4
OPERATIONS AND MAINTENANCE 2	73,900.00	68,991.00	61,320.62	5,797.02	0.00	7,670.38	88.9
CONTRACT SERVICES	96,500.00	113,200.00	103,870.38	9,672.18	0.00	9,329.62	91.8
CAPITAL EXPENDITURES	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
ADMINISTRATION	391,200.00	426,141.00	382,876.14	36,936.91	0.00	43,264.86	89.8
Dept: 20 RECREATION							
SALARIES AND BENEFITS	92,353.00	92,903.00	76,655.42	7,251.08	0.00	16,247.58	82.5
OPERATIONS AND MAINTENANCE	24,700.00	24,600.00	22,240.60	1,854.47	0.00	2,359.40	90.4
CONTRACT SERVICES	3,500.00	3,500.00	2,677.03	428.90	0.00	822.97	76.5
CAPITAL EXPENDITURES	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6
RECREATION	122,553.00	123,003.00	101,605.74	9,534.45	0.00	21,397.26	82.6
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS	57,013.00	67,610.00	57,703.48	6,518.76	0.00	9,906.52	85.3
OPERATIONS AND MAINTENANCE	75,550.00	88,525.00	66,742.75	7,232.88	0.00	21,782.25	75.4
CONTRACT SERVICES	37,700.00	37,450.00	30,005.98	3,063.93	0.00	7,444.02	80.1
CAPITAL EXPENDITURES	250.00	250.00	122.57	0.00	0.00	127.43	49.0
ROSSMOOR PARK	170,513.00	193,835.00	154,574.78	16,815.57	0.00	39,260.22	79.7
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	43,762.00	49,425.00	43,366.91	4,232.76	0.00	6,058.09	87.7
OPERATIONS AND MAINTENANCE	18,400.00	16,785.00	13,383.74	1,160.40	0.00	3,401.26	79.7
CONTRACT SERVICES	7,800.00	7,750.00	6,405.98	703.93	0.00	1,344.02	82.7
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER	70,012.00	74,010.00	63,156.63	6,097.09	0.00	10,853.37	85.3
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS 3	62,659.00	69,175.00	61,107.38	5,652.81	0.00	8,067.62	88.3
OPERATIONS AND MAINTENANCE	106,821.00	97,649.00	70,674.91	11,927.10	0.00	26,974.09	72.4
CONTRACT SERVICES	37,700.00	37,450.00	30,005.98	3,063.93	0.00	7,444.02	80.1
CAPITAL EXPENDITURES	250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK	207,430.00	204,524.00	161,910.83	20,643.84	0.00	42,613.17	79.2

EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 2

6/2/2015

9:07 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	580.00	476.61	68.16	0.00	103.39	82.2
CONTRACT SERVICES	110,000.00	105,000.00	80,589.50	8,941.66	0.00	24,410.50	76.8
STREET LIGHTING	110,580.00	105,580.00	81,066.11	9,009.82	0.00	24,513.89	76.8
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	476.61	68.16	0.00	103.39	82.2
CONTRACT SERVICES	55,000.00	54,500.00	40,989.02	4,454.71	0.00	13,510.98	75.2
STREET SWEEPING	55,580.00	55,080.00	41,465.63	4,522.87	0.00	13,614.37	75.3
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS 4	17,400.00	17,400.00	16,099.29	1,657.10	0.00	1,300.71	92.5
OPERATIONS AND MAINTENANCE 5	1,775.00	1,775.00	1,133.77	142.53	0.00	641.23	63.9
CONTRACT SERVICES	73,600.00	70,600.00	62,917.71	1,718.65	0.00	7,682.29	89.1
CAPITAL EXPENDITURES	12,000.00	19,000.00	10,129.50	3,231.60	0.00	8,870.50	53.3
PARKWAY TREES	104,775.00	108,775.00	90,280.27	6,749.88	0.00	18,494.73	83.0
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	964.00	964.00	746.63	79.04	0.00	217.37	77.5
OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	6,300.70	334.16	0.00	4,199.30	60.0
CONTRACT SERVICES	4,150.00	4,150.00	3,295.31	302.98	0.00	854.69	79.4
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,714.00	15,714.00	10,342.64	716.18	0.00	5,371.36	65.8
Expenditures	1,250,457.00	1,308,762.00	1,089,278.77	111,026.61	0.00	219,483.23	83.2
Grand Total Net Effect:	-1,250,457.00	-1,308,762.00	-1,089,278.77	-111,026.61	0.00	-219,483.23	

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 1

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	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	689,313.00	698,000.00	700,599.97	257,030.02	0.00	-2,599.97	100.4
3001 Current unsecured prop tax	26,010.00	26,010.00	22,844.00	0.00	0.00	3,166.00	87.8
3002 Prior secured property taxes	10,200.00	10,200.00	6,618.03	316.00	0.00	3,581.97	64.9
3003 Prior unsecured prop taxes	449.00	4,577.00	0.00	0.00	0.00	4,577.00	0.0
3004 Delinquent property taxes	510.00	510.00	0.00	0.00	0.00	510.00	0.0
3010 Current supplemental assessmt	15,300.00	16,000.00	14,582.70	760.99	0.00	1,417.30	91.1
3020 Public utility tax	11,832.00	11,832.00	5,858.46	0.00	0.00	5,973.54	49.5
PROPERTY TAXES	753,614.00	767,129.00	750,503.16	258,107.01	0.00	16,625.84	97.8
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	258,000.00	265,000.00	262,591.88	89,959.34	0.00	2,408.12	99.1
ASSESSMENTS	258,000.00	265,000.00	262,591.88	89,959.34	0.00	2,408.12	99.1
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	2,000.00	2,500.00	1,235.56	501.88	0.00	1,264.44	49.4
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	1,235.56	501.88	0.00	1,264.44	49.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,800.00	5,800.00	2,686.54	0.00	0.00	3,113.46	46.3
3305 County street sweep reimburse	52,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	2,686.54	0.00	0.00	58,113.46	4.4
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	14,040.00	14,040.00	12,908.50	2,092.25	0.00	1,131.50	91.9
3405 Wall Rental	520.00	520.00	420.00	60.00	0.00	100.00	80.8
3406 Ball field reservations	28,600.00	28,600.00	18,848.00	573.00	0.00	9,752.00	65.9
3410 Rossmoor building rental	4,680.00	4,680.00	3,616.00	1,167.00	0.00	1,064.00	77.3
3412 Montecito building rental	25,220.00	25,220.00	21,046.00	4,248.00	0.00	4,174.00	83.4
3414 Rush Park Building Rental	86,840.00	86,840.00	68,252.00	7,433.00	0.00	18,588.00	78.6
FEES AND SERVICES	159,900.00	159,900.00	125,090.50	15,573.25	0.00	34,809.50	78.2
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	3,500.00	3,500.00	1,929.72	0.00	0.00	1,570.28	55.1
3502 Administrative Fee	20,000.00	20,000.00	20,000.00	20,000.00	0.00	0.00	100.0
OTHER REVENUE	23,500.00	23,500.00	21,929.72	20,000.00	0.00	1,570.28	93.3
Acct Class: 59 RESERVES/CONTINGENCIES							
3625 TRANSFER IN/RESERVES	0.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.0
RESERVES/CONTINGENCIES	0.00	35,000.00	35,000.00	35,000.00	0.00	0.00	100.0
Dept: 00	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	0.00	114,791.64	91.3
Revenues	1,254,814.00	1,313,829.00	1,199,037.36	419,141.48	0.00	114,791.64	91.3
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	14,000.00	11,000.00	8,100.00	950.00	0.00	2,900.00	73.6
4001 Salaries - Full-time	156,000.00	172,000.00	152,145.70	15,503.65	0.00	19,854.30	88.5
4003 Salaries - Overtime	3,300.00	3,600.00	2,996.59	384.54	0.00	603.41	83.2
4007 Vehicle Allowance	500.00	500.00	458.08	15.63	0.00	41.92	91.6
4010 Workers Compensation Insurance	3,600.00	2,600.00	2,350.18	365.50	0.00	249.82	90.4
4011 Medical Insurance	27,500.00	31,000.00	29,203.30	2,939.24	0.00	1,796.70	94.2
4015 Federal Payroll Tax -FICA 1	8,800.00	12,750.00	13,285.48	1,280.65	0.00	-535.48	104.2
4018 State Payroll Taxes	1,100.00	500.00	496.04	28.50	0.00	3.96	99.2
SALARIES AND BENEFITS	214,800.00	233,950.00	209,035.37	21,467.71	0.00	24,914.63	89.4
Acct Class: 50 OPERATIONS AND MAINTENANCE							

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 2

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	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	12,500.00	13,187.00	13,186.91	0.00	0.00	0.09	100.0
5004 Memberships and Dues	6,400.00	6,400.00	6,136.37	84.89	0.00	263.63	95.9
5006 Travel & Meetings	1,500.00	1,500.00	1,345.15	0.00	0.00	154.85	89.7
5007 Televised Meeting Costs	17,200.00	17,200.00	12,795.95	1,404.00	0.00	4,404.05	74.4
5010 Publications & Legal Notices	7,200.00	7,200.00	7,034.09	1,388.76	0.00	165.91	97.7
5012 Printing	400.00	700.00	541.47	0.00	0.00	158.53	77.4
5014 Postage	2,000.00	2,000.00	1,423.52	0.00	0.00	576.48	71.2
5016 Office Supplies	7,200.00	7,200.00	5,514.75	490.65	0.00	1,685.25	76.6
5020 Telephone	1,000.00	1,500.00	1,293.01	204.47	0.00	206.99	86.2
5045 Miscellaneous Expenditures 2	5,500.00	5,500.00	5,580.36	2,167.96	0.00	-80.36	101.5
5046 Bank Service Charge	1,000.00	1,000.00	865.33	56.29	0.00	134.67	86.5
5050 Elections	12,000.00	5,604.00	5,603.71	0.00	0.00	0.29	100.0
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OPERATIONS AND MAINTENANCE	73,900.00	68,991.00	61,320.62	5,797.02	0.00	7,670.38	88.9
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	38,000.00	54,500.00	53,074.94	3,352.50	0.00	1,425.06	97.4
5615 Financial Audit-Consulting	8,500.00	8,700.00	8,700.00	0.00	0.00	0.00	100.0
5670 Other Professional Services	50,000.00	50,000.00	42,095.44	6,319.68	0.00	7,904.56	84.2
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CONTRACT SERVICES	96,500.00	113,200.00	103,870.38	9,672.18	0.00	9,329.62	91.8
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
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CAPITAL EXPENDITURES	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
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ADMINISTRATION	391,200.00	426,141.00	382,876.14	36,936.91	0.00	43,264.86	89.8
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	51,229.00	51,229.00	41,759.67	3,877.81	0.00	9,469.33	81.5
4002 Salaries - Part-time	22,104.00	22,104.00	18,893.25	1,819.08	0.00	3,210.75	85.5
4003 Salaries - Overtime	3,640.00	3,640.00	1,749.15	176.43	0.00	1,890.85	48.1
4005 Salaries - Event Attendant	200.00	400.00	352.50	0.00	0.00	47.50	88.1
4007 Vehicle Allowance	500.00	350.00	235.07	0.00	0.00	114.93	67.2
4010 Workers Compensation Insurance	1,080.00	1,080.00	956.23	147.76	0.00	123.77	88.5
4011 Medical Insurance	7,000.00	8,000.00	7,424.70	747.28	0.00	575.30	92.8
4015 Federal Payroll Tax -FICA	5,500.00	5,500.00	4,789.15	449.15	0.00	710.85	87.1
4018 State Payroll Taxes	1,100.00	600.00	495.70	33.57	0.00	104.30	82.6
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SALARIES AND BENEFITS	92,353.00	92,903.00	76,655.42	7,251.08	0.00	16,247.58	82.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	250.00	400.00	220.00	0.00	0.00	180.00	55.0
5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	100.00	100.00	56.96	0.00	0.00	43.04	57.0
5014 Postage	150.00	150.00	78.91	0.00	0.00	71.09	52.6
5016 Office Supplies	1,000.00	1,000.00	822.86	0.00	0.00	177.14	82.3
5017 Community Events	14,000.00	14,000.00	13,141.69	1,650.00	0.00	858.31	93.9
5019 Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020 Telephone	1,800.00	1,800.00	1,566.59	204.47	0.00	233.41	87.0
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	24,700.00	24,600.00	22,240.60	1,854.47	0.00	2,359.40	90.4
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	3,500.00	3,500.00	2,677.03	428.90	0.00	822.97	76.5
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CONTRACT SERVICES	3,500.00	3,500.00	2,677.03	428.90	0.00	822.97	76.5
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 3

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 20 RECREATION							
CAPITAL EXPENDITURES	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6
RECREATION	122,553.00	123,003.00	101,605.74	9,534.45	0.00	21,397.26	82.6
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	31,252.00	37,500.00	31,728.87	2,863.96	0.00	5,771.13	84.6
4002 Salaries - Part-time	6,851.00	10,600.00	9,423.56	1,797.39	0.00	1,176.44	88.9
4003 Salaries - Overtime	1,900.00	2,200.00	1,564.23	187.37	0.00	635.77	71.1
4005 Salaries - Event Attendant	250.00	250.00	0.00	0.00	0.00	250.00	0.0
4010 Workers Compensation Insurance	3,800.00	2,800.00	2,365.34	365.50	0.00	434.66	84.5
4011 Medical Insurance	8,700.00	10,000.00	9,171.75	923.11	0.00	828.25	91.7
4015 Federal Payroll Tax -FICA	3,600.00	4,000.00	3,204.23	370.48	0.00	795.77	80.1
4018 State Payroll Taxes	660.00	260.00	245.50	10.95	0.00	14.50	94.4
SALARIES AND BENEFITS	57,013.00	67,610.00	57,703.48	6,518.76	0.00	9,906.52	85.3
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	300.00	253.59	100.00	0.00	46.41	84.5
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1
5016 Office Supplies	900.00	900.00	730.43	34.31	0.00	169.57	81.2
5018 Janitorial Supplies	4,500.00	4,500.00	2,156.30	-16.81	0.00	2,343.70	47.9
5020 Telephone	1,600.00	1,600.00	1,429.80	204.47	0.00	170.20	89.4
5022 Utilities	48,000.00	55,000.00	41,812.83	4,335.71	0.00	13,187.17	76.0
5025 SECURED PROP TAX	900.00	875.00	875.05	0.00	0.00	-0.05	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	481.10	35.34	0.00	518.90	48.1
5032 Building & Grounds-Maintenance	16,000.00	22,000.00	18,167.19	2,410.83	0.00	3,832.81	82.6
5034 Alarm Systems	750.00	750.00	662.92	129.03	0.00	87.08	88.4
5045 Miscellaneous Expenditures	500.00	500.00	118.00	0.00	0.00	382.00	23.6
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	75,550.00	88,525.00	66,742.75	7,232.88	0.00	21,782.25	75.4
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	33,000.00	33,000.00	26,550.00	2,655.00	0.00	6,450.00	80.5
5656 Tree Trimming	1,200.00	950.00	895.96	0.00	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,560.02	408.93	0.00	939.98	73.1
CONTRACT SERVICES	37,700.00	37,450.00	30,005.98	3,063.93	0.00	7,444.02	80.1
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	122.57	0.00	0.00	127.43	49.0
CAPITAL EXPENDITURES	250.00	250.00	122.57	0.00	0.00	127.43	49.0
ROSSMOOR PARK	170,513.00	193,835.00	154,574.78	16,815.57	0.00	39,260.22	79.7
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	26,137.00	31,000.00	26,581.88	2,353.11	0.00	4,418.12	85.7
4002 Salaries - Part-time	3,425.00	4,000.00	3,867.50	467.36	0.00	132.50	96.7
4003 Salaries - Overtime	1,000.00	1,200.00	1,083.67	140.52	0.00	116.33	90.3
4010 Workers Compensation Insurance	3,000.00	2,250.00	1,902.36	293.96	0.00	347.64	84.5
4011 Medical Insurance	7,100.00	8,100.00	7,421.10	746.92	0.00	678.90	91.6
4015 Federal Payroll Tax -FICA	2,500.00	2,750.00	2,397.83	226.10	0.00	352.17	87.2
4018 State Payroll Taxes	600.00	125.00	112.57	4.79	0.00	12.43	90.1
SALARIES AND BENEFITS	43,762.00	49,425.00	43,366.91	4,232.76	0.00	6,058.09	87.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 4

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5016 Office Supplies	900.00	900.00	730.43	34.31	0.00	169.57	81.2
5018 Janitorial Supplies	3,000.00	3,000.00	2,156.31	-16.80	0.00	843.69	71.9
5020 Telephone	1,650.00	1,650.00	1,293.01	204.47	0.00	356.99	78.4
5022 Utilities	4,000.00	4,000.00	3,338.73	442.20	0.00	661.27	83.5
5025 SECURED PROP TAX	750.00	735.00	734.86	0.00	0.00	0.14	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	481.08	35.33	0.00	518.92	48.1
5032 Building & Grounds-Maintenance	3,000.00	4,000.00	3,832.38	446.30	0.00	167.62	95.8
5034 Alarm Systems	500.00	400.00	389.32	14.59	0.00	10.68	97.3
5045 Miscellaneous Expenditures	50.00	50.00	10.27	0.00	0.00	39.73	20.5
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	3,000.00	500.00	208.22	0.00	0.00	291.78	41.6
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OPERATIONS AND MAINTENANCE	18,400.00	16,785.00	13,383.74	1,160.40	0.00	3,401.26	79.7
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,300.00	3,300.00	2,950.00	295.00	0.00	350.00	89.4
5656 Tree Trimming	1,000.00	950.00	895.96	0.00	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,560.02	408.93	0.00	939.98	73.1
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CONTRACT SERVICES	7,800.00	7,750.00	6,405.98	703.93	0.00	1,344.02	82.7
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	50.00	50.00	0.00	0.00	0.00	50.00	0.0
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CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
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MONTECITO CENTER	70,012.00	74,010.00	63,156.63	6,097.09	0.00	10,853.37	85.3
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	34,034.00	37,000.00	31,416.47	2,863.96	0.00	5,583.53	84.9
4002 Salaries - Part-time	8,200.00	9,000.00	8,595.40	669.28	0.00	404.60	95.5
4003 Salaries - Overtime	1,650.00	2,000.00	1,646.75	187.38	0.00	353.25	82.3
4005 Salaries - Event Attendant 3	2,000.00	4,000.00	4,090.44	315.00	0.00	-90.44	102.3
4010 Workers Compensation Insurance	3,500.00	2,600.00	2,365.34	365.50	0.00	234.66	91.0
4011 Medical Insurance	8,700.00	10,000.00	9,171.75	923.11	0.00	828.25	91.7
4015 Federal Payroll Tax -FICA	3,800.00	4,200.00	3,459.69	308.19	0.00	740.31	82.4
4018 State Payroll Taxes	775.00	375.00	361.54	20.39	0.00	13.46	96.4
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SALARIES AND BENEFITS	62,659.00	69,175.00	61,107.38	5,652.81	0.00	8,067.62	88.3
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	400.00	400.00	0.00	100.00	80.0
5012 Printing	500.00	250.00	141.46	0.00	0.00	108.54	56.6
5014 Postage	100.00	100.00	27.06	0.00	0.00	72.94	27.1
5016 Office Supplies	900.00	900.00	730.41	34.31	0.00	169.59	81.2
5018 Janitorial Supplies	4,500.00	4,000.00	2,162.85	-16.80	0.00	1,837.15	54.1
5020 Telephone	1,800.00	1,800.00	1,566.59	204.47	0.00	233.41	87.0
5022 Utilities	67,771.00	66,000.00	46,295.79	5,887.01	0.00	19,704.21	70.1
5025 SECURED PROP TAX	3,500.00	3,349.00	3,348.87	0.00	0.00	0.13	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	634.63	35.33	0.00	365.37	63.5
5032 Building & Grounds-Maintenance	23,500.00	18,000.00	14,704.95	5,368.19	0.00	3,295.05	81.7
5034 Alarm Systems	750.00	750.00	353.30	14.59	0.00	396.70	47.1
5045 Miscellaneous Expenditures	250.00	250.00	59.00	0.00	0.00	191.00	23.6
5051 Equipment Rental	250.00	250.00	250.00	0.00	0.00	0.00	100.0
5052 Minor Facility Repairs	1,500.00	500.00	0.00	0.00	0.00	500.00	0.0
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OPERATIONS AND MAINTENANCE	106,821.00	97,649.00	70,674.91	11,927.10	0.00	26,974.09	72.4
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	33,000.00	33,000.00	26,550.00	2,655.00	0.00	6,450.00	80.5
5656 Tree Trimming	1,200.00	950.00	895.96	0.00	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,560.02	408.93	0.00	939.98	73.1

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 5

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 50 RUSH PARK								
	CONTRACT SERVICES	37,700.00	37,450.00	30,005.98	3,063.93	0.00	7,444.02	80.1
	Acct Class: 60 CAPITAL EXPENDITURES							
6010	Equipment	250.00	250.00	122.56	0.00	0.00	127.44	49.0
	CAPITAL EXPENDITURES	250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK								
	207,430.00	204,524.00	161,910.83	20,643.84	0.00	42,613.17	79.2	
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	476.61	68.16	0.00	103.39	82.2
	OPERATIONS AND MAINTENANCE	580.00	580.00	476.61	68.16	0.00	103.39	82.2
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	110,000.00	105,000.00	80,589.50	8,941.66	0.00	24,410.50	76.8
	CONTRACT SERVICES	110,000.00	105,000.00	80,589.50	8,941.66	0.00	24,410.50	76.8
STREET LIGHTING								
	110,580.00	105,580.00	81,066.11	9,009.82	0.00	24,513.89	76.8	
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032	Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL								
	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2	
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	476.61	68.16	0.00	103.39	82.2
	OPERATIONS AND MAINTENANCE	580.00	580.00	476.61	68.16	0.00	103.39	82.2
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	55,000.00	54,500.00	40,989.02	4,454.71	0.00	13,510.98	75.2
	CONTRACT SERVICES	55,000.00	54,500.00	40,989.02	4,454.71	0.00	13,510.98	75.2
STREET SWEEPING								
	55,580.00	55,080.00	41,465.63	4,522.87	0.00	13,614.37	75.3	
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002	Salaries - Part-time	15,800.00	15,800.00	14,352.48	1,424.54	0.00	1,447.52	90.8
4003	Salaries - Overtime	0.00	0.00	12.35	0.00	0.00	-12.35	0.0
4007	Vehicle Allowance 4	400.00	400.00	402.03	80.85	0.00	-2.03	100.5
4015	Federal Payroll Tax -FICA 5	1,000.00	1,000.00	1,098.85	108.97	0.00	-98.85	109.9
4018	State Payroll Taxes 5	200.00	200.00	233.58	42.74	0.00	-33.58	116.8
	SALARIES AND BENEFITS	17,400.00	17,400.00	16,099.29	1,657.10	0.00	1,300.71	92.5
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	25.00	25.00	0.19	0.00	0.00	24.81	0.8
5014	Postage	300.00	300.00	12.08	0.00	0.00	287.92	4.0
5016	Office Supplies	200.00	200.00	88.18	6.23	0.00	111.82	44.1
5020	Telephone	1,000.00	1,000.00	953.20	136.30	0.00	46.80	95.3
5030	Vehicle Maintenance	200.00	200.00	50.12	0.00	0.00	149.88	25.1
5051	Equipment Rental	50.00	50.00	30.00	0.00	0.00	20.00	60.0
	OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	1,133.77	142.53	0.00	641.23	63.9
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	67,000.00	64,000.00	56,981.12	0.00	0.00	7,018.88	89.0
5660	TREE REMOVAL	700.00	700.00	884.50	884.50	0.00	-184.50	126.4

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 6

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 80 PARKWAY TREES							
Acct Class: 56 CONTRACT SERVICES							
5664 Tree Watering Program	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5670 Other Professional Services	5,500.00	5,500.00	5,052.09	834.15	0.00	447.91	91.9
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CONTRACT SERVICES	73,600.00	70,600.00	62,917.71	1,718.65	0.00	7,682.29	89.1
Acct Class: 60 CAPITAL EXPENDITURES							
6015 Trees	12,000.00	19,000.00	10,129.50	3,231.60	0.00	8,870.50	53.3
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CAPITAL EXPENDITURES	12,000.00	19,000.00	10,129.50	3,231.60	0.00	8,870.50	53.3
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PARKWAY TREES	104,775.00	108,775.00	90,280.27	6,749.88	0.00	18,494.73	83.0
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	639.00	639.00	548.42	54.11	0.00	90.58	85.8
4003 Salaries - Overtime	60.00	60.00	33.58	3.46	0.00	26.42	56.0
4010 Workers Compensation Insurance	180.00	180.00	110.79	17.12	0.00	69.21	61.6
4015 Federal Payroll Tax -FICA	70.00	70.00	44.29	4.35	0.00	25.71	63.3
4018 State Payroll Taxes	15.00	15.00	9.55	0.00	0.00	5.45	63.7
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SALARIES AND BENEFITS	964.00	964.00	746.63	79.04	0.00	217.37	77.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	500.00	500.00	476.57	68.12	0.00	23.43	95.3
5022 Utilities	8,500.00	8,500.00	5,220.63	266.04	0.00	3,279.37	61.4
5030 Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032 Building & Grounds-Maintenance	1,000.00	1,000.00	603.50	0.00	0.00	396.50	60.4
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	200.00	200.00	0.00	0.00	0.00	200.00	0.0
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OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	6,300.70	334.16	0.00	4,199.30	60.0
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	2,950.00	295.00	0.00	650.00	81.9
5656 Tree Trimming	500.00	500.00	298.60	0.00	0.00	201.40	59.7
5670 Other Professional Services	50.00	50.00	46.71	7.98	0.00	3.29	93.4
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CONTRACT SERVICES	4,150.00	4,150.00	3,295.31	302.98	0.00	854.69	79.4
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
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CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
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MINI-PARKS AND MEDIANS	15,714.00	15,714.00	10,342.64	716.18	0.00	5,371.36	65.8
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Expenditures	1,250,457.00	1,308,762.00	1,089,278.77	111,026.61	0.00	219,483.23	83.2
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Net Effect for GENERAL FUND	4,357.00	5,067.00	109,758.59	308,114.87	0.00	-104,691.59	2,166.1
Change in Fund Balance:			74,758.59				

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 7

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015	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	380,000.00	374,602.90	116,799.21	0.00	5,397.10	98.6
3101 Property assessments-prior yr	3,400.00	3,400.00	2,455.07	0.00	0.00	944.93	72.2
ASSESSMENTS	383,400.00	383,400.00	377,057.97	116,799.21	0.00	6,342.03	98.3
Dept: 00	383,400.00	383,400.00	377,057.97	116,799.21	0.00	6,342.03	98.3
Revenues	383,400.00	383,400.00	377,057.97	116,799.21	0.00	6,342.03	98.3
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	20,000.00	20,000.00	0.00	0.00	100.0
5619 Bond Trustee	2,875.00	3,048.00	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES	22,875.00	23,048.00	23,047.50	20,000.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
5801 Interest	121,210.00	121,210.00	121,210.00	0.00	0.00	0.00	100.0
DEBT SERVICE	351,210.00	351,210.00	351,210.00	0.00	0.00	0.00	100.0
RUSH PARK	374,085.00	374,258.00	374,257.50	20,000.00	0.00	0.50	100.0
Dept: 95 CONTINGENCY/RESERVES							
Acct Class: 59 RESERVES/CONTINGENCIES							
5730 Reserves - general	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
RESERVES/CONTINGENCIES	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
CONTINGENCY/RESERVES	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
Expenditures	374,085.00	374,258.00	384,755.80	20,000.00	0.00	-10,497.80	102.8
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	9,315.00	9,142.00	-7,697.83	96,799.21	0.00	16,839.83	-84.2
Change in Fund Balance:			-7,697.83				

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 8

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	105,202.00	105,202.00	105,202.00	0.00	0.00	0.00	100.0
PROPERTY TAXES		105,202.00	105,202.00	105,202.00	0.00	0.00	0.00	100.0
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	87,700.00	87,700.00	84,289.59	26,387.89	0.00	3,410.41	96.1
3101	Property assessments-prior yr	780.00	780.00	471.88	0.00	0.00	308.12	60.5
ASSESSMENTS		88,480.00	88,480.00	84,761.47	26,387.89	0.00	3,718.53	95.8
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
USE OF MONEY AND PROPERTY		1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
Dept: 00		194,682.00	194,682.00	189,963.47	26,387.89	0.00	4,718.53	97.6
Revenues		194,682.00	194,682.00	189,963.47	26,387.89	0.00	4,718.53	97.6
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 56 CONTRACT SERVICES								
5619	Bond Trustee	2,530.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES		2,530.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
5801	Interest	14,935.00	14,935.00	14,935.00	0.00	0.00	0.00	100.0
DEBT SERVICE		79,935.00	79,935.00	79,935.00	0.00	0.00	0.00	100.0
ROSSMOOR WALL		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Expenditures		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL		112,217.00	112,107.00	107,388.47	26,387.89	0.00	4,718.53	95.8
Change in Fund Balance:				2,186.47				

REVENUE/EXPENDITURE REPORT

April 2015 @ 83.34%

Page: 9

6/2/2015

9:01 am

6/2

Rossmoor Community

For the Period: 7/1/2014 to 4/30/2015		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	97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
PROPERTY TAXES		97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
Acct Class: 35 OTHER REVENUE								
3600	TRANSFER IN/OUT OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
OTHER REVENUE		100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 00		197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Revenues		197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
CAPITAL EXPENDITURES		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
MONTECITO CENTER		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
CAPITAL EXPENDITURES		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
RUSH PARK		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
Dept: 65 ROSSMOOR WALL								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements 6	20,000.00	19,300.00	22,703.71	402.42	0.00	-3,403.71	117.6
CAPITAL EXPENDITURES		20,000.00	19,300.00	22,703.71	402.42	0.00	-3,403.71	117.6
ROSSMOOR WALL		20,000.00	19,300.00	22,703.71	402.42	0.00	-3,403.71	117.6
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
OPERATIONS AND MAINTENANCE		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
CAPITAL PROJECTS		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
Expenditures		94,000.00	160,755.00	69,079.01	402.42	0.00	91,675.99	43.0
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		103,685.00	36,930.00	-69,079.01	-402.42	0.00	106,009.01	-187.1
Change in Fund Balance:				-69,079.01				
Grand Total Net Effect:		229,574.00	163,246.00	140,370.22	430,899.55	0.00	22,875.78	

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - REVENUE EXPENDITURE REPORT
APRIL 2015
EXPENDITURES**

#1 Federal Payroll Tax 10-10-4015	Additional Payroll/Bonus
#2 Miscellaneous Expenses 10-10-5045	Office Training scheduled
#3 Salaries-Event Attendant 10-50-4005	Events in auditorium. Salaries are paid with renters' fees.
#4 Vehicle 10-80-4007	Additional services needed for tree consultant
#5 Federal Payroll Tax 10-80-4015	Additional services/salary needed for tree consultant
State Payroll Taxes 10-80-4018	Additional services/salary needed for tree consultant
#6 Rossmoor Wall Repair	Additional Charges to Rossmoor Wall Repair adjusted in 2014-2015 Estimate to Close

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: RESOLUTION NO. 15-05-12-01 RE: ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY (SDRMA) BOARD OF DIRECTORS.

RECOMMENDATION:

Approve Resolution No. 15-06-09-01, select three nominees and direct the General Manager to submit an Official 2015 Election Ballot to the SDRMA.

BACKGROUND:

Attached is a notice from the SDRMA re: SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS. As a member in good standing of the SDRMA, the District is entitled to vote on representatives to the SDRMA Board of Directors. Also attached is a Resolution for the Board's consideration, as well as, candidate statements from four individuals. The Ballot is for three candidates only.

ATTACHMENTS:

1. Resolution No. 15-06-09-01.
2. SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS.
3. Four SDRMA Board of Directors Candidate's Statement of Qualifications.

RESOLUTION NO. 15-06-09-01

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FOR THE ELECTION OF
DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

WHEREAS, the Special District Risk Management Authority (SDRMA) is a Joint Powers Authority formed under California Government Code Section 6500 it seq., for the purpose of providing risk management and risk financing for the California special districts and other local government agencies; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement specifies SDRMA shall be governed by a seven member Board of Directors nominated and elected from members who have executed the current operative agreement and are participating in a joint protection program; and

WHEREAS, SDRMA's Sixth Amended and Restated Joint Powers Agreement Article 7-Board of Directors specifies that the procedures for director elections shall be established by SDRMA's Board of Directors ; and

WHEREAS, SDRMA's Board of Directors approved Policy No. 2015-01 Establishing Guidelines for Director Elections specifies director qualifications, term of office and election requirements; and

WHEREAS, Policy No. 2015-01 specifies that member agencies desiring to participate in balloting and election of candidates to serve on SDRMA's Board of Directors must be made by resolution adopted by the member agency's governing body.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District selects the candidates indicated on the attached Official 2015 Election Ballot to serve as Directors on the SDRMA Board of Directors.

PASSED AND ADOPTED by the following roll call vote of the Board of Directors for the Rossmoor Community Services District this 9th day of June, 2015.

AYES:

NOES:

ABSTAIN:

ABSENT:

William Kahlert, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District



SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY

2015 BOARD OF DIRECTORS ELECTION

OFFICIAL ELECTION RESOLUTION BALLOT ENCLOSED

This is an official election packet that contains items that require ACTION by your Agency's governing body for the selection of up to three (3) candidates to the SDRMA Board of Directors.

ELECTION PACKET ENCLOSURES

- Election Ballot Instructions
- Official Election Resolution Ballot (Action Required)
- Candidate's Statements of Qualifications (4)
- Self-addressed, Stamped Envelope

SDRMA'S BOARD OF DIRECTORS ELECTION BALLOT INSTRUCTIONS

Notification of nominations for three (3) seats on the Special District Risk Management Authority's (SDRMA's) Board of Directors was mailed to the membership in January 2015.

On May 6, 2015, SDRMA's Election Committee reviewed the nomination documents submitted by the candidates in accordance with SDRMA's Policy No. 2015-01 Establishing Guidelines for Director Elections. The Election Committee confirmed that four (4) candidates met the qualification requirements and those names are included on the Official Election Resolution Ballot.

Enclosed is the Official Election Resolution Ballot along with a Statement of Qualifications as submitted by each candidate. Election instructions are as follows:

1. The enclosed combined Official Election Resolution Ballot must be used to ensure the integrity of the balloting process.
2. After selecting up to three (3) candidates, your agency's governing body must approve the enclosed Official Election Resolution Ballot. **Ballots containing more than three (3) candidate selections will be considered invalid and not counted.**
3. The signed Official Election Resolution Ballot **MUST** be sealed and received **by mail or hand delivery at SDRMA's office on or before 5:00 p.m. on Tuesday, August 25, 2015 to the address below.** Faxes or electronic transmissions are NOT acceptable. A self-addressed, stamped envelope is enclosed.

Special District Risk Management Authority
Election Committee
1112 "I" Street, Suite 300
Sacramento, California 95814

5. The four-year terms for newly elected Directors will begin on January 1, 2016 and terminate on December 31, 2019.
6. Important balloting and election dates are:

August 25, 2015 - Deadline for members to return the signed Official Election Resolution Ballot

August 26, 2015 - Ballots are opened and counted

August 27, 2015 - Election results are announced and candidates notified

September 23, 2015 - Newly elected Directors are introduced at the SDRMA Annual Breakfast to be held in Monterey at the CSDA Annual Conference

October 28-29, 2015 - Newly elected Directors are invited to attend SDRMA board meeting (Sacramento)

January 2016 - Newly elected Directors are seated and Board officer elections are held

Please do not hesitate to call SDRMA's Chief Operating Officer Paul Frydendal at 800.537.7790 if you have any questions regarding the election and balloting process.



**OFFICIAL 2015 ELECTION BALLOT
SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY
BOARD OF DIRECTORS**

VOTE FOR ONLY THREE (3) CANDIDATES

Mark each selection directly onto the ballot, voting for no more than three (3) candidates. Each candidate may receive only one (1) vote per ballot. A ballot received with more than three (3) candidates selected will be considered invalid and not counted. All ballots must be sealed and received by mail or hand delivery in the enclosed self-addressed, stamped envelope at SDRMA on or before 5:00 p.m., Tuesday, August 25, 2015. Faxes or electronic transmissions are NOT acceptable.

- ROBERT SWAN**
Director/President, Groveland Community Services District
- ED GRAY (INCUMBENT)**
Director/President, Chino Valley Independent Fire District
- R. MICHAEL WRIGHT**
Director/President, Los Osos Community Services District
- SANDY SEIFERT-RAFFELSON (INCUMBENT)**
District Clerk, Herlong Public Utility District

ADOPTED this ____ day of _____, 2015 by the Rossmoor Community Services District by the following roll call votes listed by name:

AYES: _____

NOES: _____

ABSTAIN: _____

ABSENT: _____

ATTEST:

APPROVED:

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Robert Swan
 District/Agency Groveland Community Services District
 Work Address P.O. Box 350, Groveland, CA 95321
 Work Phone 209-962-7161 Home Phone 209-962-6535

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

SDRMA's services are particularly important to the successful operation of smaller special districts, such as the one I serve. I would like to contribute what I can to ensuring that SDRMA continues to provide its vital services to its member agencies, prudently and cost-effectively.

Board oversight can be time-consuming. Due to my personal circumstances (retired, single, two hours from Sacramento), I will be able to participate regularly in Board activities.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I have been a member of the governing Board of the Groveland Community Services District (water, sewer, fire and parks district) since June 2013. I've served as Board President since January 2014.

Since February of 2010, member of the Board of Pine Cone Performers, a community choral and drama organization.

During 1995 to 2001, I was a delegate to the Institute of Electrical and Electronics Engineers (IEEE) committees working on standards development in the area of wireless communications.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA.

Nominee/Candidate Ed Gray
District/Agency Chino Valley Independent Fire District
Work Address 14011 City Center Drive, Chino Hills, CA 91709
Work Phone 909 902-5260 Home Phone 909 9627-4821

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

When appointed to the Board of Directors of SDRMA in November of 2010, and my election to the Board 2012, I made a commitment to be an effective member of the SDRMA team and to work hard to ensure the continued success of the organization. As a Board member, I believe I have shown that I seek to understand issues and use common sense when making decisions. I wish to continue my service to SDRMA, as I can be a positive member of the SDRMA team and an asset to the members, Board and staff.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I currently serve on the Board of Directors of the SDRMA and serve as Secretary. I have been an elected Director of the Chino Valley Independent Fire District since 2004. During my tenure, I have served multiple terms as President and Vice-President, and as a member of our Finance, Planning, and Personnel Committees. I have served as Liaison to the City Councils of Chino and Chino Hills and to the San Bernardino County Board of Supervisors. I am also the District's representative and current Chairman of the Citizens Advisory Committee for the California Institution for Men in Chino. I am a member of the Chino Valley Lions Club. I also serve on the Governing Board of the Green Valley Lake Mutual Water Company.

**Special District Risk Management Authority
Board of Directors
Candidate's Statement of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – **no attachments will be accepted.** No statements are endorsed by SDRMA.

Nominee/Candidate R MICHAEL WRIGHT
District/Agency LOS OSOS COMMUNITY SERVICES DISTRICT
Work Address 2122 9TH STREET, LOS OSOS CA 93402
Work Phone 805-528-9370 Home Phone 805-234-4513

Why do you want to serve on the SDRMA Board of Directors? (Response Required)

WITH 38 YEARS EXPERIENCE IN THE INSURANCE FIELD, I BELIEVE I HOLD THE SKILL SET THAT WILL BENEFIT THE OPERATIONS OF THE SDRMA. I HAVE OWNED AND OPERATED MY OWN INSURANCE AGENCY SUCCESSFULLY AND HAVE SOLD AND SERVICED ALL LINE OF INSURANCE INCLUDING COMMERCIAL AND WORK COMP.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization) (Response Required)

I AM CURRENTLY THE PRESIDENT OF THE LOS OSOS CSD. I WAS VICE PRESIDENT THE YEAR BEFORE. BEFORE I WAS ON THE LOS OSOS BOARD, I WAS A MEMBER OF THE LOS OSOS CSD EMERGENCY SERVICES COMMITTEE FOR SIX YEARS.

**Special District Risk Management Authority
Board of Directors
Candidates' State of Qualifications**

This information will be distributed to the membership with the ballot, "exactly as submitted" by the candidates – no attachments will be accepted. No statements are endorsed by SDRMA

Nominee/Candidate: Sandy Seifert-Raffelson
District/Agency: Herlong Public Utility District
Work Address: 447-855 Plumas St, P O Box 515, Herlong CA 96113
Work Phone: (530) 827-3150 Home Phone: (530) 254-0234

Why do you want to serve on the SDRMA Board of Directors?

I am a current Board member of SDRMA and feel that I have added my financial background to make better informed decisions for our members. As a Board member, I have learned a lot about insurance issues and look forward to representing small District's and Northern California as a voice on the SDRMA Board. I feel I am an asset to the Board with my degree in business and my 29 years' experience in accounting and auditing. I have audited small districts and know what they need and what they can afford.

I understand the challenges that small District face every day when it comes to managing liability insurance and worker's compensation for a few employees with limited revenues and staff. My education and experience gives me an appreciation of the importance of risk management services and programs, especially for smaller district's that lack expertise with insurance issues on a daily basis.

I feel I am an asset to this Board and would love a chance to stay on the Board for 4 more years.

What Board or committee experience do you have that would help you to be an effective Board Member? (SDRMA or any other organization)

I have worked as the District Clerk for the Herlong PUD for the last 7 years. Before that, I served as the Secretary to the Board of Herlong Utilities, Inc. and Office Administrator. I worked directly with the formation of our District which included working for 2 separate Board's of Directors and the transfer of assets from a public benefit corporation to a special district. As part of the team that worked to form the District I was directly involved with LAFCo, Lassen County Board of Supervisors and County Clerk to establish the District's initial Board of Directors as well as the transfer of multiple permits and closure procedures from multiple agencies for the seamless transition of our District operations. I closed out the Corporation books and established the books for the District transitioning to fund accounting. I have also administered the financial portion of a large capital improvement project with USDA as well as worked on the first ever successful water utility privatization project with the US Army and Department of Defense. I am currently working on HPUD's 2nd loan/grant for 4.8 million with USDA to improve the community's sewer system. I also am the primary administrator of a federal contract for utility services with the Federal Bureau of Prison.

While on the SDRMA Board, I have served on the nomination committee and SDLF Board. I have enjoyed learning and completing my duties on both boards and feel I have been an asset to both. I have served on CSDA's Audit and Financial Committee's for the last 2 years. In the last 20 years I have served on several Boards including school, church, 4-H, County and U.C. Davis.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: RESOLUTION No. 15-06-09-02 APPROVING AND ADOPTING
THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR
2015-2016

RECOMMENDATION:

Approve by roll call vote, Resolution No. 15-06-09-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-2016

BACKGROUND:

Article XIII B of the State Constitution requires that the District Board of Directors establish the Fiscal Year appropriations limit by calculating population and inflation factors. The 2015-2016 Fiscal Year appropriations limitation shall be \$1,934.537.

ATTACHMENTS:

1. Resolution No. 15-06-09-02 and Exhibit A.
2. May 2015 Letter from Director of the California Department of Finance and Attachments A & B.

RESOLUTION NO. 15-06-09-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
APPROVING AND ADOPTING THE ANNUAL
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-2016**

WHEREAS, on November 6, 1979, the voters of California added Article XIII B to the State Constitution placing limitations on the appropriations of State and local government; and

WHEREAS, Article XIII B was amended by voters in November 1990 through the passage of Proposition 111; and

WHEREAS, Article XIII B now requires the District Board to select population and inflation factors for the year's appropriations limit calculation.

NOW, THEREFORE, the Board of Directors of the Rossmoor Community Services District does hereby resolve as follows:

SECTION 1. That the 2015-2016 appropriations limitation shall be \$1,934,537 as documented in Exhibit A.

SECTION 2. That the inflation factor being utilized to determine the 2015-2016 appropriations limit is the percentage change in California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the 2015-2016 appropriations limit is the County population growth.

PASSED AND ADOPTED this 9th day of June 2015.

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: _____
Bill Kahlert, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

EXHIBIT A

2015– 2016 APPROPRIATIONS LIMITATION

January 2014 – January 2015	\$1,843,294
County Population Increase	1.08%
Change in California per capita income	3.82%
Per Capita Cost of Living (converted to ratio)	$\frac{3.82 + 100}{100} = 1.0382$
Population (converted to a ratio)	$\frac{1.08 + 100}{100} = 1.0108$
Increase Factor = 1.0382 x 1.0108	1.0495
2013 –2014 Limitation = 1,843,294 x 1.0495 =	\$1,934,537



**DEPARTMENT OF
FINANCE**
OFFICE OF THE DIRECTOR

EDMUND G. BROWN JR. • GOVERNOR
STATE CAPITOL ■ ROOM 1145 ■ SACRAMENTO CA ■ 95814-4998 ■ WWW.DOF.CA.GOV

May 2015

Dear Fiscal Officer:

Subject: Price and Population Information

Appropriations Limit

The California Revenue and Taxation Code, section 2227, mandates the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2015, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2015-16. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2015-16 appropriations limit. Attachment B provides city and unincorporated county population percentage change. Attachment C provides population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. Consult the Revenue and Taxation Code section 2228 for further information regarding the appropriations limit. Article XIII B, section 9(C), of the State Constitution exempts certain special districts from the appropriations limit calculation mandate. The Code and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this issue should be referred to their respective county for clarification, or to their legal representation, or to the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2015.**

Please Note: Prior year's city population estimates may be revised.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

MICHAEL COHEN
Director
By:

KEELY M. BOSLER
Chief Deputy Director

Attachment

Fiscal Year 2015-16

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2014 to January 1, 2015 and Total Population, January 1, 2015

County City	Percent Change 2014-2015	--- Population Minus Exclusions ---		Total Population
		1-1-14	1-1-15	1-1-2015
Orange				
Aliso Viejo	0.53	49,939	50,204	50,204
Anaheim	0.88	348,352	351,416	351,433
Brea	2.22	42,389	43,328	43,328
Buena Park	0.53	82,330	82,767	82,767
Costa Mesa	1.48	111,513	113,159	113,455
Cypress	0.63	48,874	49,184	49,184
Dana Point	0.52	34,031	34,208	34,208
Fountain Valley	0.58	56,690	57,021	57,021
Fullerton	0.66	140,120	141,042	141,042
Garden Grove	0.48	173,935	174,774	174,774
Huntington Beach	1.21	196,009	198,389	198,389
Irvine	3.18	242,676	250,384	250,384
Laguna Beach	0.59	23,219	23,355	23,355
Laguna Hills	0.47	30,848	30,994	30,994
Laguna Niguel	0.60	64,449	64,836	64,836
Laguna Woods	0.46	16,575	16,652	16,652
La Habra	0.61	61,705	62,079	62,079
Lake Forest	1.19	79,125	80,070	80,070
La Palma	0.47	15,890	15,965	15,965
Los Alamitos	0.46	11,725	11,779	11,779
Mission Viejo	1.40	95,320	96,652	96,652
Newport Beach	0.44	86,870	87,249	87,249
Orange	0.59	139,268	140,094	140,094
Placentia	0.66	52,084	52,427	52,427
Rancho Santa Margarita	0.62	48,823	49,125	49,125
San Clemente	0.82	64,865	65,399	65,399
San Juan Capistrano	0.93	35,891	36,223	36,223
Santa Ana	0.87	332,386	335,264	335,264
Seal Beach	0.45	24,022	24,131	24,684
Stanton	0.68	38,954	39,219	39,219
Tustin	1.60	78,347	79,601	79,601
Villa Park	0.47	5,932	5,960	5,960
Westminster	0.51	91,637	92,106	92,106
Yorba Linda	0.99	67,055	67,719	67,719
Unincorporated	2.10	121,458	124,014	124,014
County Total	1.08	3,113,306	3,146,789	3,147,655

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2015-16 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2015-16	3.82

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2015-16 appropriation limit.

2015-16:

Per Capita Cost of Living Change = 3.82 percent
Population Change = 0.93 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.82 + 100}{100} = 1.0382$

Population converted to a ratio: $\frac{0.93 + 100}{100} = 1.0093$

Calculation of factor for FY 2015-16:

$$1.0382 \times 1.0093 = 1.0479$$

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: GENERAL MANAGER'S REPORT RE: PROPOSED FY 2015-2016
PRELIMINARY BUDGET

RECOMMENDATION:

Receive the report of the General Manager, set date of public hearing and provide direction regarding the formulation of FY 2015-2016 Final Budget

BACKGROUND:

In accordance with Board policy, the General Manager has presented a proposed Preliminary Budget for FY 2015-2016 to the Board at your May meeting. The Budget and the Public Works/CIP Committees had previously reviewed and made recommendations regarding the budget and the two-year capital work plan (CIP). The Budget Committee also recommended approval of the FY 2015-2016 Salary Plan subject to a review of the June CPI which is attached. Based on the Board's decision on the Salary Plan, those cost figures will be incorporated into the Final Budget. Other cost/revenue items approved at this meeting will also be incorporated into the Final Budget.

It is recommended that the Board approve or modify the recommendations of the Public Works/CIP and Budget Committees for inclusion in the Final Budget. Those preliminary recommendations are as follows:

1. Approve the Fund 40 FY 2015-2016 Budget and Project List.
2. Receive the Two-year 2016-2017 Fund 40 Budget and Project List.
3. Approve the FY 2015-2016 Preliminary Budget.

4. Approve the FY 2015-2016 Salary Plan.

None of the recommendations proposed above require amendments to the Preliminary Budget which was presented to the Board at your May meeting. At that meeting, however, the Board voted to increase the budget for a Winter Special Event in an amount recommended by staff. An amount of \$4,000 has been added to the Recreation Department budget for that event.

In addition, staff has made adjustments to the budget for water for all green spaces based primarily on recently mandated water conservation reductions of 16%. The matter of overall water conservation was discussed by the Parks & Recreation Committee on June 4th and their report is Agenda Item D-1 of this Agenda. The net amount of these adjustments is \$1,450 which has minimal operational impact for the next fiscal year.

It is further recommended that the Board set the date of the public hearing and direct the General Manager to bring forth a Proposed Final Budget at your July 14, 2015 Board meeting, with any revisions, for further review and input from the community.

In conclusion, the Board is asked to direct the General Manager to publish a Notice of Public Hearing for adoption of a Final Budget at your July Board meeting.

ATTACHMENTS:

1. FY 2015-2016 Preliminary Budget and Salary Plan.
2. Notice of Public Hearing.
3. Policy No. 3020 Budget Preparation, Adoption and Revision.

FY 2015-2016 Preliminary Budget

TOTAL FUND SUMMARY

	Fund 10	Fund 20	Fund 30	Fund 40
Fund Balance End FY 2014-2015	676,164	0	105,202	87,738
Fund Balance, Beginning FY 2015-2016	676,164	0	105,202	87,738
General Fund Revenues				
Transfer In from other funds				
Property Taxes	788,142	383,400	88,480	
Street Light Assessments	271,000			
Interest on Investments	2,500			
From Other Govt. Agencies	60,800			
Permit and Rental Fees	155,000			
Miscellaneous Revenues	23,500			
Total General Fund Revenues	1,300,942	383,400	88,480	0
Total General Fund Expenditures	1,290,404	374,533	83,660	75,266
Revenues Less Expenditures	10,538	8,867	4,820	(75,266)
(1) Transfer Out - (To Fund 50 as directed by auditor)		(8,867)		
Fund Balance, End FY	686,702	0	110,022	12,472

Changes to Preliminary Budget

10-20-5017 Community Events - Added \$4,000 due to Board Recommendation for addition of Winter Special Event for a budgeted total of \$18,000

16% Less Water Conservation Requirement. (Information received after Preliminary budget was submitted)

10-30-5023 Rossmoor Park - reduced by \$5,500 for a budgeted total of \$39,000

10-40-5023 Montecito Center- reduced by \$350 for a budgeted total of \$1,600

10-50-5023 Rush Park - added by \$4,000 for a budgeted total of \$31,000. (Rush Park has already reduced required amount in FY 2014-2015)

10-90-5023 Mini Parks and Medians- reduced by \$700 for a budgeted total of \$7,000

Total Amount Changed to Preliminary Budget = \$1,450.

**2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND SUMMARY - FUND 10**

	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Fund Balance End FY 2013-2014	691,498	827,014	802,718	802,718	802,718	676,164
Transfer from Reserve to Fund 40	0	0	(100,000)	(100,000)	(100,000)	0
Transfer from Reserve to Fund 10	0	0	0	(35,000)	(35,000)	0
Fund Balance FY 2014-2015	691,498	827,014	702,718	667,718	667,718	676,164
General Fund Revenues						
Property Taxes	703,412	742,013	753,614	767,129	774,119	788,142
Street Light Assessments	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments	10,660	2,413	2,000	2,500	2,500	2,500
From Other Govt. Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,257,727	1,254,814	1,313,829	1,319,979	1,300,942
General Fund Expenditures						
Administrative Services	340,225	409,155	391,200	426,141	436,641	407,472
Recreation	112,407	116,660	122,553	123,003	121,974	127,623
Rossmoor Park	173,952	193,762	170,513	194,335	193,085	188,703
Montecito Center	71,074	73,638	70,012	74,010	75,260	77,694
Rush Park	197,768	210,554	207,430	204,524	206,024	205,098
Street Lighting	115,338	96,530	110,580	105,580	105,580	105,580
Rossmoor Signature Wall	2,509	2,000	2,100	2,100	2,100	2,100
Street Sweeping	54,239	54,729	55,580	55,080	55,080	55,580
Parkway Trees	116,699	107,474	104,775	108,775	100,075	105,525
Mini-Parks and Medians	16,372	17,521	15,714	15,714	15,714	15,029
Total General Fund Expenditures	1,200,583	1,282,023	1,250,457	1,309,262	1,311,533	1,290,404
Revenues Less Expenditures	135,781	(24,296)	4,357	4,567	8,446	10,538
Fund Balance, End of Year	827,279	802,718	707,075	672,285	676,164	686,702

**2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10**

ACCOUNT NO.	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
General Fund Revenues						
Property Taxes						
10-00-3000	645,694	677,831	689,313	698,000	705,000	719,100
10-00-3001	24,306	21,146	26,010	26,010	23,000	23,000
10-00-3002	12,170	9,217	10,200	10,200	9,200	9,200
10-00-3003	344	4,577	449	4,577	4,577	4,500
10-00-3004	772	357	510	510	510	510
10-00-3010	9,021	16,954	15,300	16,000	20,000	20,000
10-00-3020	11,105	11,931	11,832	11,832	11,832	11,832
Total Property Taxes	703,412	742,013	753,614	767,129	774,119	788,142
Street Light Assessments						
10-00-3105	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments						
10-00-3200	10,660	2,413	2,000	2,500	2,500	2,500
From Other Governmental Agencies						
10-00-3301	5,560	5,429	5,800	5,800	5,800	5,800
10-00-3302	0	0	0	0	0	0
10-00-3305	52,000	52,000	52,000	55,000	55,000	55,000
Total From Other Governmental Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees						
10-00-3404	12,026	13,235	14,040	14,040	14,040	14,500
10-00-3405	500	540	520	520	520	600
10-00-3406	22,821	27,529	28,600	28,600	24,600	26,000
10-00-3410	3,752	4,430	4,680	4,680	4,680	4,680
10-00-3412	23,364	23,937	25,220	25,220	25,220	25,220
10-00-3414	66,298	79,992	86,840	86,840	84,000	84,000
10-00-3415	4,001	0	0	0	0	0
Total Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues						
10-00-3500	3,412	2,364	3,500	3,500	3,500	3,500
10-00-3501	41,009	6,000	0	0	0	0
10-00-3502	140,000	20,000	20,000	20,000	20,000	20,000
10-00-3600	0	17,500	0	35,000	35,000	0
Total Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,257,727	1,254,814	1,313,829	1,319,979	1,300,942

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 10 Administrative Services

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 10 Administrative Services							
Salaries and Benefits							
10-10-4000	Board of Directors' Compensation	7,420	11,650	14,000	11,000	9,000	9,000
10-10-4001	Full Time	109,057	148,305	156,000	172,000	180,000	186,300
10-10-4003	Overtime	1,561	3,571	3,300	3,600	3,600	3,672
10-10-4007	Vehicle Allowance	570	396	500	500	500	500
10-10-4010	Workers' Comp. Insurance	4,244	1,607	3,600	2,600	2,600	2,600
10-10-4011	Medical Insurance	30,181	30,572	27,500	31,000	32,000	32,000
10-10-4015	Federal Payroll Taxes	8,286	9,589	8,800	12,750	12,750	12,000
10-10-4018	State Payroll Taxes	1,577	399	1,100	500	500	500
Total Salaries and Benefits		162,896	206,090	214,800	233,950	240,950	246,572
Operations and Maintenance							
10-10-5002	Insurance - Liability	13,509	12,389	12,500	13,187	13,187	13,200
10-10-5004	Membership & Dues	6,618	6,506	6,400	6,400	6,400	6,400
10-10-5006	Travel & Meetings	1,957	402	1,500	1,500	1,500	1,500
10-10-5007	Board Meetings Televised Exp	0	17,566	17,200	17,200	17,200	18,000
10-10-5010	Publications & Legal Notices	18,857	6,589	7,200	7,200	7,200	7,200
10-10-5012	Printing	832	748	400	700	700	700
10-10-5014	Postage	3,776	1,346	2,000	2,000	2,000	2,000
10-10-5016	Office & Meeting Supplies	7,317	9,892	7,200	7,200	7,200	7,200
10-10-5020	Telephone	2,439	1,177	1,000	1,500	1,500	1,500
10-10-5045	Miscellaneous Expenditures	7,658	14,585	5,500	5,500	5,500	5,500
10-10-5046	Bank Service Charges	1,050	796	1,000	1,000	1,000	1,000
10-10-5050	Elections	0	0	12,000	5,604	5,604	0
Total Operations and Maintenance		64,013	71,996	73,900	68,991	68,991	64,200
Contract Services							
10-10-5610	Legal Services	23,126	52,228	38,000	54,500	59,000	35,000
10-10-5615	Financial Services	8,300	8,500	8,500	8,700	8,700	8,700
10-10-5620	Miscellaneous Studies	20,633	1,591	0	0	0	0
10-10-5670	Other Professional Services	55,658	66,022	50,000	50,000	50,000	50,000
Total Contract Services		107,717	128,340	96,500	113,200	117,700	93,700
Capital Expenditures							
10-10-6010	Equipment	5,599	2,729	6,000	10,000	9,000	3,000
Total Administrative Services		340,225	409,155	391,200	426,141	436,641	407,472

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 20 Recreation

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 20 Recreation							
Salaries and Benefits							
10-20-4001	Full Time	44,513	51,620	51,229	51,229	50,000	51,000
10-20-4002	Part Time	20,214	20,267	22,104	22,104	23,104	23,566
10-20-4003	Overtime	1,634	3,666	3,640	3,640	3,640	3,713
10-20-4005	Event Attendant	170	16	200	400	400	400
10-20-4007	Vehicle Allowance	597	193	500	350	350	350
10-20-4010	Workers' Comp. Insurance	1,716	809	1,080	1,080	1,080	1,080
10-20-4011	Medical Insurance	7,674	7,773	7,000	8,000	8,000	8,000
10-20-4015	Federal Payroll Tax	5,102	5,632	5,500	5,500	5,700	5,814
10-20-4018	State Payroll Taxes	1,185	491	1,100	600	600	600
Total Salaries and Benefits		82,805	90,467	92,353	92,903	92,874	94,523
Operations and Maintenance							
10-20-5006	Travel & Meetings	538	130	250	400	400	400
10-20-5010	Publications & Legal Notices	171	150	200	200	200	200
10-20-5012	Printing	453	29	100	100	100	100
10-20-5014	Postage	279	66	150	150	150	150
10-20-5016	Office & Meeting Supplies	1,103	1,574	1,000	1,000	1,000	1,000
10-20-5017	Community Events	12,431	12,288	14,000	14,000	14,000	18,000
10-20-5019	Fireworks	6,200	6,200	6,200	6,200	6,200	6,200
10-20-5020	Telephone	1,756	1,860	1,800	1,800	1,800	1,800
10-20-5045	Miscellaneous Expenditures	405	165	500	500	500	500
10-20-5051	Equipment Rental	0	0	500	250	250	250
Total Operations and Maintenance		23,336	22,461	24,700	24,600	24,600	28,600
Contract Services							
10-20-5670	Other Professional Services	3,848	3,705	3,500	3,500	3,500	3,500
Total Contract Services		3,848	3,705	3,500	3,500	3,500	3,500
Capital Expenditures							
10-20-6010	Equipment	2,418	27	2,000	2,000	1,000	1,000
Total Capital Expenditures		2,418	27	2,000	2,000	1,000	1,000
Total Recreation		112,407	116,660	122,553	123,003	121,974	127,623

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 30 Rossmoor Park

<u>ACCOUNT NO.</u>		<u>2012-13</u> <u>ACTUAL</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>FINAL</u> <u>BUDGET</u>	<u>2014-2015</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2014-20145</u> <u>ESTIMATE</u> <u>TO CLOSE</u>	<u>2015-2016</u> <u>PRELIMINARY</u> <u>BUDGET</u>
Department 30 Rossmoor Park							
<u>Salaries and Benefits</u>							
10-30-4001	Full Time	31,828	35,350	31,252	38,000	38,000	38,760
10-30-4002	Part Time	9,961	10,425	6,851	10,600	10,600	10,812
10-30-4003	Overtime	1,207	1,938	1,900	2,200	2,200	2,244
10-30-4005	Event Attendant	375	164	250	250	0	0
10-30-4010	Workers' Comp. Insurance	4,244	1,923	3,800	2,800	2,800	2,800
10-30-4011	Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-30-4015	Federal Payroll Taxes	3,324	3,395	3,600	4,000	4,000	4,080
10-30-4018	State Payroll Taxes	726	178	660	260	260	260
Total Salaries and Benefits		61,146	62,975	57,013	68,110	67,860	68,956
<u>Operations and Maintenance</u>							
10-30-5010	Publications & Legal Notices	342	150	300	300	300	300
10-30-5012	Printing	74	14	50	50	50	50
10-30-5014	Postage	94	22	50	50	50	50
10-30-5016	Office & Meeting Supplies	611	1,180	900	900	900	900
10-30-5018	Janitorial Supplies	3,214	4,688	4,500	4,500	4,000	4,000
10-30-5020	Telephone	1,547	1,872	1,600	1,600	1,600	1,600
10-30-5022	Utilities	52,761	65,795	48,000	55,000	10,500	10,500
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	44,500	39,000
10-30-5025	Sewer Tax	1,010	853	900	875	875	897
10-30-5030	Vehicle Maintenance	1,481	860	1,000	1,000	1,000	1,000
10-30-5032	Buildings & Grounds-Maintenance.	14,600	17,722	16,000	22,000	22,000	22,000
10-30-5034	Alarm Systems/Security	562	742	750	750	750	750
10-30-5045	Miscellaneous/Expenditures	0	135	500	500	500	500
10-30-5051	Equipment Rental	0	0	500	500	250	250
10-30-5052	Minor Facility Repairs/Tools	0	0	500	500	250	250
Total Operations and Maintenance		76,297	94,035	75,550	88,525	87,525	82,047
<u>Contact Services</u>							
10-30-5655	Landscape Maintenance	31,860	31,860	33,000	33,000	33,000	33,000
10-30-5656	Park Tree Trimming	1,061	1,053	1,200	950	950	950
10-30-5670	Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services		36,343	36,716	37,700	37,450	37,450	37,450
<u>Capital Expenditures</u>							
10-30-6010	Equipment	166	35	250	250	250	250
Total Capital Expenditures		166	35	250	250	250	250
Total Rossmoor Park		173,952	193,762	170,513	194,335	193,085	188,703

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 40 Montecito Center

<u>ACCOUNT NO.</u>		<u>2012-13</u> <u>ACTUAL</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>FINAL</u> <u>BUDGET</u>	<u>2014-2015</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2014-20145</u> <u>ESTIMATE</u> <u>TO CLOSE</u>	<u>2015-2016</u> <u>PRELIMINARY</u> <u>BUDGET</u>
Department 40 Montecito Center							
Salaries and Benefits							
10-40-4001	Full Time	26,823	30,174	26,137	31,000	32,000	32,640
10-40-4002	Part Time	2,916	3,798	3,425	4,000	4,700	4,794
10-40-4003	Overtime	829	1,162	1,000	1,200	1,200	1,224
10-40-4005	Event Attendant	1,432	0	0	0	0	0
10-40-4010	Workers' Comp. Insurance	3,413	1,486	3,000	2,250	2,250	2,250
10-40-4011	Medical Insurance	7,674	7,771	7,100	8,100	8,100	8,100
10-40-4015	Federal Payroll Taxes	2,398	2,597	2,500	2,750	2,800	2,856
10-40-4018	State Payroll Taxes	452	115	600	125	125	125
Total Salaries and Benefits		45,937	47,103	43,762	49,425	51,175	51,989
Operations and Maintenance							
10-40-5010	Publications & Legal Notices	471	100	200	200	200	200
10-40-5012	Printing	74	14	50	50	50	50
10-40-5014	Postage	94	22	50	50	50	50
10-40-5016	Office & Meeting Supplies	711	2,062	900	900	900	900
10-40-5018	Janitorial Supplies	3,214	3,606	3,000	3,000	3,000	3,000
10-40-5020	Telephone	1,744	1,872	1,650	1,650	1,650	1,650
10-40-5022	Utilities	4,064	3,903	4,000	4,000	4,000	4,000
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	1,950	1,600
10-40-5025	Sewer Tax	684	716	750	735	735	755
10-40-5030	Vehicle Maintenance	1,133	840	1,000	1,000	1,000	1,000
10-40-5032	Buildings & Grounds-Maintenance.	4,086	4,188	3,000	4,000	2,050	4,000
10-40-5034	Alarm Systems/Security	479	379	500	400	400	400
10-40-5045	Miscellaneous/Expenditures	0	135	50	50	50	50
10-40-5051	Equipment Rental	0	0	250	250	250	250
10-40-5052	Minor Facility Repairs/Tools	0	0	3,000	500	500	500
Total Operations and Maintenance		16,752	17,839	18,400	16,785	16,785	18,405
Contract Services							
10-40-5655	Landscape Maintenance	3,540	3,540	3,300	3,300	3,300	3,300
10-40-5656	Tree Trimming	1,086	1,053	1,000	950	950	950
10-40-5670	Other Professional Services	3,758	3,804	3,500	3,500	3,000	3,000
Total Contract Services		8,384	8,396	7,800	7,750	7,250	7,250
Capital Expenditures							
10-40-6010	Equipment	0	300	50	50	50	50
Total Capital Expenditures		0	300	50	50	50	50
Total Montecito Center		71,074	73,638	70,012	74,010	75,260	77,694

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

Department 50 Rush Park

ACCOUNT NO.		2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 50 Rush Park							
Salaries and Benefits							
10-50-4001	Full Time	31,828	35,350	34,034	37,000	38,000	38,760
10-50-4002	Part Time	8,940	8,915	8,200	9,000	9,500	9,690
10-50-4003	Overtime	1,211	1,853	1,650	2,000	2,000	2,040
10-50-4005	Event Attendant	2,092	3,953	2,000	4,000	4,000	4,000
10-50-4010	Workers' Comp. Insurance	4,244	1,923	3,500	2,600	2,600	2,600
10-50-4011	Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-50-4015	Federal Payroll Taxes	3,454	3,644	3,800	4,200	4,200	4,284
10-50-4018	State Payroll Taxes	794	281	775	375	375	375
Total Salaries and Benefits		62,042	65,522	62,659	69,175	70,675	71,749
Operations and Maintenance							
10-50-5010	Publications & Legal Notices	428	412	500	500	500	500
10-50-5012	Printing	174	14	500	250	250	250
10-50-5014	Postage	94	22	100	100	100	100
10-50-5016	Office & Meeting Supplies	741	1,180	900	900	900	900
10-50-5018	Janitorial Supplies	3,224	4,299	4,500	4,000	4,000	4,000
10-50-5020	Telephone	1,700	1,872	1,800	1,800	1,800	1,800
10-50-5022	Utilities	61,176	70,782	67,771	66,000	37,400	29,000
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	28,600	31,000
10-50-5025	Sewer Tax	3,116	3,421	3,500	3,349	3,349	3,349
10-50-5030	Vehicle Maintenance	1,524	860	1,000	1,000	1,000	1,000
10-50-5032	Buildings & Grounds-Maintenance	25,497	24,414	23,500	18,000	18,000	22,000
10-50-5034	Alarm Systems/Security	488	649	750	750	750	750
10-50-5045	Miscellaneous/Expenditures	0	355	250	250	250	250
10-50-5051	Equipment Rental	139	0	250	250	250	250
10-50-5052	Minor Facility Repairs/Tools	0	0	1,500	500	500	500
Total Operations and Maintenance		98,301	108,281	106,821	97,649	97,649	95,649
10-50-5655	Landscape Maintenance	32,776	31,860	33,000	33,000	33,000	33,000
10-50-5656	Tree Trimming	1,061	1,053	1,200	950	950	950
10-50-5670	Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services		37,259	36,716	37,700	37,450	37,450	37,450
Capital Expenditures							
10-50-6010	Equipment	166	35	250	250	250	250
Total Capital Expenditures		166	35	250	250	250	250
Total Rush Park		197,768	210,554	207,430	204,524	206,024	205,098

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 60 Street Lighting, 65 Signature Wall, and 70 Street Sweeping

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 60 Street Lighting						
Operations and Maintenance						
10-60-5020 Telephone	567	638	580	580	580	580
Contract Services						
10-60-5650 Lighting & Maintenance	114,771	95,892	110,000	105,000	105,000	105,000
Total Street Lighting	115,338	96,530	110,580	105,580	105,580	105,580
Department 65 Rossmoor Signature Wall						
Operations and Maintenance						
10-65-5002 Insurance - Liability	2,500	2,000	2,000	2,000	2,000	2,000
10-65-5032 Buildings & Grounds-Maintenance	9	0	100	100	100	100
Total Rossmoor Signature Wall	2,509	2,000	2,100	2,100	2,100	2,100
Department 70 Street Sweeping						
Operations and Maintenance						
10-70-5020 Telephone	567	638	580	580	580	580
Total Operations and Maintenance	567	638	580	580	580	580
Contract Services						
10-70-5642 Street Sweeping	53,671	54,091	55,000	54,500	54,500	55,000
Total Street Sweeping	54,239	54,729	55,580	55,080	55,080	55,580

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 80 Parkway Trees

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 80 Parkway Trees						
Salaries and Benefits						
10-80-4002 Salaries Part Time	13,515	15,777	15,800	15,800	17,600	19,000
10-80-4007 Vehicle Allowance	124	335	400	400	400	400
10-80-4015 Federal Payroll Tax -FICA	1,041	1,207	1,000	1,000	1,200	1,250
10-80-4018 State Payroll Taxes	296	175	200	200	200	200
Total Salaries and Benefits	14,976	17,494	17,400	17,400	19,400	20,850
Operations and Maintenance						
10-80-5012 Printing	6	1	25	25	25	25
10-80-5014 Postage	215	9	300	300	300	300
10-80-5016 Office & Meeting Supplies	164	241	200	200	200	200
10-80-5020 Telephone	1,436	974	1,000	1,000	1,000	1,000
10-80-5030 Vehicle Maintenance	199	230	200	200	200	200
10-80-5051 Equipment Rental	-	-	50	50	50	50
Total Operations and Maintenance	2,020	1,455	1,775	1,775	1,775	1,775
Contract Services						
10-80-5656 Tree Trimming	70,123	68,330	67,000	64,000	61,000	65,000
10-80-5660 Tree Removals	3,327	1,582	700	700	400	400
10-80-5656 Tree Watering Program	1,271	348	400	400	0	0
10-80-5670 Other Professional Services	7,896	6,432	5,500	5,500	5,500	5,500
Total Contract Services	82,617	76,691	73,600	70,600	66,900	70,900
Capital Expenditures						
10-80-6015 Trees	17,087	11,833	12,000	19,000	12,000	12,000
Total Parkway Trees	116,699	107,474	104,775	108,775	100,075	105,525

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 90 Mini-Parks & Medians

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 90 Mini-Parks & Medians						
Salaries and Benefits						
10-90-4001 Full Time	711	680	639	639	639	652
10-90-4003 Overtime	32	40	60	60	60	61
10-90-4010 Workers' Comp. Insurance	199	81	180	180	180	180
10-90-4015 Federal Payroll Taxes	58	55	70	70	70	71
10-90-4018 State Payroll Taxes	11	2	15	15	15	15
Total Salaries and Benefits	1,011	858	964	964	964	979
Operations and Maintenance						
10-90-5020 Telephone	572	633	500	500	500	500
10-90-5022 Utilities	9,718	10,720	8,500	8,500	800	800
10-30-5023 Water (Prev inc. in Utilities 5022)	0	0	0	0	7,700	7,000
10-90-5030 Vehicle Maintenance	0	0	100	100	100	100
10-90-5032 Building & Grounds Maintenance.	1,102	1,360	1,000	1,000	1,000	1,000
10-90-5045 Miscellaneous/Expenditures	0	0	100	100	100	100
10-90-5051 Equipment Rental	0	0	100	100	100	100
10-90-5052 Minor Facility Repairs/Tools	0	0	200	200	200	200
Total Operations and Maintenance	11,393	12,713	10,500	10,500	10,500	9,800
Contract Services						
10-90-5655 Landscape Maintenance	3,540	3,540	3,600	3,600	3,600	3,600
10-90-5656 Tree Trimming	362	351	500	500	500	500
10-90-5670 Other Professional Services	67	59	50	50	50	50
Total Contract Services	3,969	3,950	4,150	4,150	4,150	4,150
Capital Expenditures						
10-90-6010 Equipment	0	0	100	100	100	100
Total Capital Expenditures	0	0	100	100	100	100
Total Mini-Parks & Medians	16,372	17,521	15,714	15,714	15,714	15,029
TOTAL GENERAL FUND EXPENDITURES	1,200,583	1,282,023	1,250,457	1,309,262	1,311,533	1,290,404

2015 - 2016 PRELIMINARY BUDGET
RUSH PARK ASSESSMENT DISTRICT - FUND 20
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Assigned Fund Balance, Beginning		0	0	0	0	0
Rush Park AD Revenues						
Assessments						
20-00-3100	Current Year Secured	378,856	380,000	380,000	380,000	380,000
20-00-3101	Prior Year Secured	3,747	3,400	3,400	3,400	3,400
20-00-3500	Transfer in other funds					
20-00-3500	Other Misc. Rev.		-	-	-	-
Total Rush Park AD Revenues		382,603	383,400	383,400	383,400	383,400
Rush Park AD Expenditures						
20-50-5619	Bond Trustee	2,875	2,875	3,048	3,048	3,048
20-50-5617	Admin Fee	20,000	20,000	20,000	20,000	20,000
Total Contract Services		22,875	22,875	23,048	23,048	23,048
Annual Debt Service						
20-50-5800	Principal	220,000	230,000	230,000	230,000	245,000
20-50-5801	Interest	131,089	121,210	121,210	121,210	106,485
Total Annual Debt Service		351,089	351,210	351,210	351,210	351,485
Total Rush Park AD Expenditures		373,964	374,085	374,258	374,258	374,533
Revenues Less Expenditures		8,639	9,315	9,142	9,142	8,867
Transfers Out						
(1) Transfer Out - (To Fund 50 as directed by auditor)		8,639	9,315	9,142	9,142	8,867
Fund Balance, End of Year		-	-			

2015 - 2016 PRELIMINARY BUDGET
ROSSMOOR WALL SPECIAL TAX - FUND 30
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
<u>Restricted Fund Balance, Beginning</u>		175,257	105,202	105,202	105,202	105,202
<u>Rossmoor Wall Revenues</u>						
30-00-3100	Current Year Secured	85,131	87,700	87,700	87,700	87,700
30-00-3101	Prior Year Secured	1,049	780	780	780	780
30-00-3200	Interest	0	1,000	1,000	0	0
30-00-3500	Other Misc. Rev.					
Total Rossmoor Wall Revenues		86,180	89,480	89,480	88,480	88,480
<u>Rossmoor Wall Expenditures</u>						
30-65-5619	Bond Trustee	2,530	2,530	2,640	2,640	2,640
<u>Annual Debt Service</u>						
30-65-5800	Principal	65,000	65,000	65,000	65,000	70,000
30-65-5801	Interest	18,705	14,935	14,935	14,935	11,020
30-65-6005	Buildings and Improvements	0	0	0	0	0
Total Annual Debt Service		83,705	79,935	79,935	79,935	81,020
30-65-6622	Transfer Out/Fund 40 for wall repair	70,000	0	0	0	0
Total Rossmoor Wall Expenditures		156,235	82,465	82,575	82,575	83,660
Revenues Less Expenditures		-70,055	7,015	6,905	5,905	4,820
Fund Balance, End of Year		105,202	112,217	112,107	111,107	110,022

2015 - 2016 PRELIMINARY BUDGET
CAPITAL IMPROVEMENT PROGRAM - FUND 40
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
<u>Assigned Fund Balance, Beginning</u>		226,319	97,685	97,685	97,685	87,738
<u>Revenues</u>						
	40-00-3600 Transfer In Fund 10	0	100,000	100,000	100,000	
	40-00-3600 Transfer In Fund 20	0	0	0	0	0
	40-00-3600 Transfer In Fund 30	70,000	0	0	0	0
<u>Total Capital Improvement Program Revenues</u>		70,000	197,685	197,685	197,685	87,738
<u>Expenditures</u>						
	Dept.					
	Rossmoor Park	0	0	0	0	11,266
	Montecito Center	3,759	0	10,957	10,957	0
	Rush Park	153,570	67,000	128,768	76,689	35,000
	Rossmoor Wall	6,595	20,000	19,300	22,301	0
	General	17,210	7,000	1,730	0	0
	Transfer Out	17,500	0	0	0	29,000
<u>Total Expenditures</u>		198,634	94,000	160,755	109,947	75,266
<u>Revenues Less Expenditures</u>		(128,634)	103,685	36,930	87,738	12,472
<u>Fund Balance, End of Year</u>		97,685	103,685	36,930	87,738	12,472

CAPITAL IMPROVEMENT PROGRAM BUDGET
2015-2016 PRELIMINARY BUDGET - FUND 40

PROJECT TITLE	ACTUAL FY 2012-2013	ACTUAL 2013- 2014	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ETC	2015-2016 PRELIMINARY BUDGET	Information Only FY 2016-2017
REVENUES							
Beginning Fund Balance	\$189,789	\$226,319	\$97,685	\$97,685	\$97,685	\$87,738	\$12,472
Transfer from Fund 10 Reserve			\$100,000	\$100,000	\$100,000		
Transfer from Fund 30	\$0	70,000	0	0	0	0	0
TOTAL REVENUES	\$289,789	\$296,319	\$197,685	\$197,685	\$197,685	\$87,738	\$12,472
EXPENSES							
ROSSMOOR PARK							
Field 1 Replace w/Dustless Dirt TBD - \$53,250		\$0	\$0	\$0	\$0	\$0	\$0
Community Room Cabinets		\$0	\$0	\$0	\$0	\$11,266	
Convert Sand Volley Ball to Basketball Court TBD - \$45,545		\$0	\$0	\$0	\$0	\$0	\$0
ROSSMOOR PARK SUBTOTAL	\$9,276	\$0	\$0	\$0	\$0	\$11,266	\$0
MONTECITO							
X Montecito Remodel-COMPLETED		\$3,759	\$0	\$10,957	\$10,957		
MONTECITO SUBTOTAL	\$8,150	\$3,759	\$0	\$10,957	\$10,957	\$0	\$0
RUSH PARK							
Rush Park Baseball Field - Replace Dustless dirt. TBD 48675					\$0	\$0	\$0
Tot Lot Equipment - Swing Set and Hooded Slides (2) to be consistent with safety regulations.		151,319					
X COMPLETED							
Parking Lot Repair		\$0	\$25,000	\$25,000	\$0	\$25,000	
X Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting COMPLETED		\$2,251		\$33,689	\$33,689		
Site A Landscape Shade			\$28,000	\$56,079	\$43,000	\$0	\$0
Outlet and Circuit Breaker for Movies and Concerts in the Park. TBD in which FY= \$10,500							
Rush Park Playground Landscape Shade						\$10,000	
RUSH PARK SUBTOTAL	\$30,145	\$153,570	\$53,000	\$114,768	\$76,689	\$35,000	\$0
ROSSMOOR WALL							
Trans from Fund 30/Evaluate and Repair Damaged Bricks	\$0	\$6,595	\$20,000	\$19,300	\$22,301		
ROSSMOOR WALL SUBTOTAL	\$0	\$6,595	\$20,000	\$19,300	\$22,301		
GENERAL							
Last sign at Car Wash		\$17,210	\$2,000	\$1,730	\$0	\$0	\$0
X Transfer to Fund 10 for Computer Upgrade COMPLETED		\$17,500					
Water Conservation General:							
Rossmoor Park Smart Meter for water conservation						\$5,000	\$0
Rossmoor Park Field 1 Replace w/Dustless Dirt TBD - \$53,250						\$5,000	\$0
Rush Park Smart Meter for water conservation						\$5,000	\$0
Rush Park Rehabilitate and Upgrade Men's Restrooms (including waterless urinals) (\$667 spent on design in FY 2011-12)			\$14,000	\$14,000	\$0	\$14,000	\$0
Re-landscape Rossmoor Triangle w/drought resistance plants and drip system TBD			\$5,000	\$0	\$0	\$0	\$0
Mini Parks Drought Resistant Landscaping (Butterfly and Hummingbird Garden TBD)					\$0	\$0	
Rossmoor Way Median Drought Resistant Landscaping TBD					\$0	\$0	
GENERAL SUBTOTAL	\$15,899	\$34,710	\$21,000	\$15,730	\$0	\$29,000	\$0
TOTAL EXPENSES	\$63,470	\$198,634	\$94,000	\$160,755	\$109,947	\$75,266	\$0
ENDING FUND BALANCE	\$226,319	\$97,685	\$103,685	\$36,930	\$87,738	\$12,472	\$12,472

**ROSSMOOR COMMUNITY SERVICES
DISTRICT
EMPLOYEE SALARY PLAN**

SALARY PLAN F/Y 2015 - 2016						
Position	2014-2015 Current Salary		2015-2016 Midpoint (2% Increase)	2015-2016 Recommended Salary		
	Annually	Hourly	Midpoint	Annually	Hourly Increase	Hourly
General Manager	\$91,800.00	\$45.00	n/a	\$91,800.00	n/a	\$45.00
Accountant/Bookkeeper	\$54,269.70	\$26.09	\$55,355.09	\$55,355.09	\$0.52	\$26.61
Administrative Assistant	\$51,233.94	\$24.63	\$52,258.61	\$52,258.61	\$0.49	\$25.12
General Clerk	\$38,544.90	\$18.53	\$39,315.79	\$39,315.79	\$0.37	\$18.90
Park Superintendent	\$51,155.31	\$24.59	\$52,178.42	\$52,178.42	\$0.49	\$25.09
Recreation Superintendent	\$45,039.70	\$21.65	\$45,940.49	\$45,940.49	\$0.43	\$22.09
*Tree Consultant	\$18,720.00	\$18.00	\$19,094.40	\$19,094.40	\$0.36	\$18.36
*Maintenance Assistant	\$17,127.45	\$16.47	\$17,470.00	\$17,470.00	\$0.33	\$16.80
*Recreation Leader	\$17,127.45	\$16.47	\$17,470.00	\$17,470.00	\$0.33	\$16.80
* Asst. Recreation Leader	\$13,302.02	\$12.79	\$13,568.06	\$13,568.06	\$0.13	\$12.92
Event/Facility Attendant	n/a	\$15.00			n/a	\$15.00

* 1/2 Time 20 hrs per week/1040 hrs per year

**NOTICE OF
PREPARATION OF FINAL BUDGET
HEARING ON PROPOSED FINAL BUDGET
OF ROSSMOOR COMMUNITY SERVICES DISTRICT
FOR FISCAL YEAR 2015-2016**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Services District has reviewed a preliminary budget as of June 9, 2014 for fiscal year 2015-2016, and the General Manager of the District has prepared a proposed Final Budget for the District for fiscal year 2015-2016. The proposed Final Budget is available for inspection at the District office between the hours of 9:00 A.M. and 5:00 PM, Monday through Friday. Persons wishing to inspect the proposed final budget should ask for James D. Ruth, the District's General Manager, and state that they wish to review the proposed Final Budget for fiscal year 2015-2016. The District office is located at 3001 Blume Drive, Rossmoor, CA 90720.

NOTICE IS ALSO GIVEN that the Board of Directors of the District will conduct a hearing on the proposed Final Budget on July 14, 2014, commencing at 7:00 P.M., at the District Auditorium, 3021 Blume Drive, Rossmoor, CA 90720. Any person may appear at the time of the hearing and be heard regarding any item in the proposed Final Budget, or regarding the addition of other items. Following the hearing, the Board of Directors may adopt the proposed Final Budget as the District's Final Budget for fiscal year 2015-2016.

James D. Ruth
Board Secretary

June 10, 2015
Date

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

3020.10 Budget Calendar: This policy shall serve as the budget calendar unless the Board modifies the dates herein. If so, the General Manager shall prepare and the Board shall adopt a budget calendar for the succeeding fiscal year at the March meeting of the Board.

3020.20 Preliminary Budget: A Preliminary Budget based on current year estimates to close and on forecasting of expected revenues and expenditures for the succeeding fiscal year shall be prepared by the General Manager by April 30. The Preliminary Budget shall conform to generally accepted accounting and budgeting procedures for special districts.

3020.25 Public Works/CIP Committee: The Public Works/Capital Improvement Projects (CIP) Committee is comprised of two Board members and the General Manager. The President of the Board appoints the members of the Committee

3025.26 Capitol Project Budget: Prior to the development of the Preliminary Budget, the Public Works/CIP Committee shall meet and make recommendations to the Board on recommended capital improvement projects for inclusion in the proposed Fund 40 budget portion of the Preliminary Budget. Capital improvement projects shall be those projects with an estimated cost of \$5,000 or over and have a five-year service life. Projects of a lesser amount or of less than a five-year service life will be included in the appropriate departmental budgets of Fund 10 of the Preliminary Budget.

3020.30 Budget Committee: The Budget Committee is comprised of two Board members and the General Manager. The President of the Board appoints members to the Committee.

3020.31 Presentation of Preliminary Budget: The Budget Committee shall review the Preliminary Budget prepared by the General Manager and make recommended changes. The General Manager shall present the amended Preliminary Budget to the Board at its meeting in May.

3020.40 Preliminary Budget: The proposed Preliminary Budget, as reviewed and amended by the Budget Committee, shall be reviewed and approved by the Board at its May meeting.

3020.50 Appropriations Limit: On or before July 1 of each year, the Board shall adopt a resolution establishing its appropriations limit pursuant to Section 61113 of the Government Code.

3020.60 Public Hearing Notice: On or before July 1 of each year, and at least two weeks before the hearing, a notice of public hearing shall be published in a newspaper of general circulation, which specifies the following:

3020.61 Availability for Inspection: The proposed Final Budget shall be available for inspection at a specified time in the District office.

3020.62 Public Hearing: The date, time and place of the meeting of the Board when the Board will meet to adopt the Final Budget and that any person may appear and be heard regarding any item in the budget or the addition of other items.

3020.70 Second Public Notice: The public notice must be published a second time at least

two (2) weeks before the Final Budget hearing in at least one newspaper of general circulation in accordance with Section 61110(d) of the Government Code.

3020.80 Final Budget Adoption: The General Manager shall submit a Final Budget to the Board as soon as practicable, but no later than the meeting of the Board in August. The Final Budget shall be based on the latest financial data available or the audited numbers for the previous fiscal year, if available. At the August Board meeting or sooner, the Board will hold the public hearing on the Final Budget and upon completion of the public hearing will consider adoption of the Final Budget. On or before September 1 of each year, the Board must adopt a Final Budget that conforms to generally accepted accounting and budgeting procedures for special districts. Immediately thereafter, the Board will adopt a Resolution stating the District Annual Budget Revenues and Expenses Totals by Fund.

3020.90 County Auditor: After Final Budget adoption and completion of the District's Financial Audit, the General Manager shall forward a copy of both documents to the County Auditor.

3020.100 Budget Adjustment: The Budget Committee shall review budget adjustments prepared by the General Manager prior to the February Board meeting. The General Manager shall present budget adjustment recommendations at the February meeting of the Board. The Board shall review current revenue and expenditure projections and make necessary adjustments to the current Budget, which are reflective of the District's current financial condition. The Board may adjust the budget by adoption of a resolution amending the budget.

3020.110 Budgetary Control: Control of movement of funds is governed by Policy No. 3021 Budgetary Control.

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: AGREEMENT TO PROVIDE TENNIS INSTRUCTION AT
ROSSMOOR PARK-FERNANDO MOLINA

RECOMMENDATION:

Authorize General Manager to execute the first of two one-year Extended Term Agreements to provide tennis instruction by Mr. Fernando Molina.

BACKGROUND:

For the past several years the District has had a Professional Services Agreement with Mr. Fernando Molina for the provision of tennis instruction at Rossmoor Park. At your July 8, 2014 Board meeting, the Board approved a new one-year Agreement with an additional two one-year Extended Terms (subject to Board approval) with Mr. Molina.

Mr. Molina has been in full compliance with the terms of his initial one-year Agreement and he is requesting a renewal of his Agreement for the first of one-year Extended Terms. General Counsel has prepared the one-year Extended Term Agreement which is attached.

ATTACHMENTS:

1. Proposed Extended Term Agreement with Mr. Fernando Molina.
2. Letter dated May 21, 2015 from Mr. Fernando Molina Requesting a One-year Extended Term Agreement.

**ROSSMOOR COMMUNITY SERVICES DISTRICT
PROFESSIONAL SERVICES AGREEMENT**

This Agreement is made and entered into this June 9, 2015 by and between the Rossmoor Community Services District, a public agency (“District”) and Fernando Molina, an individual and tennis professional (“Contractor”). District and Contractor are sometimes individually referred to as “Party” and collectively as “Parties.”

RECITALS

A. District is a public agency authorized to own, operate, maintain and repair facilities for public recreation including, without limitation, providing tennis courts for use by individuals who reside within the jurisdiction of the District. District has the authority to establish rates or other charges for services and facilities provided by District. District is authorized to receive revenue and in order to cover the costs of said services and facilities including, for example, charging a tennis professional such as Contractor for the right to use District tennis courts for providing tennis lessons. District desires to enter into this Agreement in order for Contractor to be available to provide tennis lessons (“Services”) to individuals who desire such Services at District’s tennis courts.

B. Contractor desires to perform and assume responsibility for the provision of the Services on the terms and conditions set forth in this Agreement. Contractor represents that he is experienced in providing such Services.

NOW, THEREFORE, the parties hereby agree as follows:

1. General Scope of Services. Contractor promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the Services. All Services shall be subject to, and performed in accordance with, this Agreement. Contractor shall be responsible for offering, scheduling, and conducting all tennis lessons pursuant to the provisions of this Agreement including, without limitation, the requirements for the location and Schedule of Services as set forth herein. Contractor will also make a good faith effort to provide Services on a priority basis to residents of Rossmoor in connection with the offering and scheduling tennis lessons.

2. Term. The term of this Agreement shall be for one year from the date of full execution by both Parties (“Term”), unless earlier terminated as provided herein. Provided Contractor is not in default under the provisions of this Agreement, the Term of this Agreement may extended for two (2) successive one (1) year terms (“Extended Term(s)”) pursuant to the following procedure. At least sixty (60) days prior to expiration of the Term or Extended Term, as applicable, Contractor may submit a written request to the District representative for extension of this Agreement. Any such written request must be received by the District representative not later than sixty (60) days prior to the expiration of the then current term of the Agreement. Upon receipt of such a written request, the Board of Directors of District may determine, in its sole and absolute discretion, whether to grant the request for the applicable Extended Term.

3. Prohibition Against Subcontracting/Employees; Independent Contractor. The Services shall be performed personally by Contractor and shall not be performed by any subcontractors, employees, volunteers or agents. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement.

4. Location and Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the following Schedule of Services:

(a) Contractor will reserve an available court on a regular weekly basis as agreed upon by both parties and Contractor will be available during those hours and days of week to perform Services. Said schedule will be posted in District office and will serve as a means to reserve a Court.

(b) Changes to schedule may only be requested by Contractor under extraordinary circumstances by giving District reasonable notice, but not less than one week in advance of the schedule change. Requested changes are subject to approval by the District in its reasonable discretion. Disapproved requests will result in payment by Contractor, in accordance with this Agreement, as if he had utilized the court for the subject period of time.

(c) Contractor will be responsible for payment to the District for any hours reserved, regardless as to whether or not lessons were actually performed. Should Contractor be observed providing instruction other than at a reserved time and/or court, Contractor shall be charged a double fee for the time used but not reserved.

The Services shall be performed at Courts at Rossmoor Park. District shall reserve a court as agreed to by both parties for the performance of Services by Contractor for the times set forth in the Schedule of Services, as requested by Contractor. District's only obligation in connection with the provision of Services by Contractor shall be to reserve a court at Rossmoor Park in accordance with the Schedule of Services.

5. Conformance to Applicable Requirements and Coordination of Services. All work prepared by Contractor shall be subject to the approval of District. Contractor agrees to work closely with District staff in the performance of Services and shall be available to District's staff at all reasonable times.

6. Standard of Care. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor shall keep himself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Services. Contractor shall be liable for all violations of such laws and regulations in connection with Services. Contractor shall execute and maintain his work so as to avoid injury or damage to any person or property. In carrying out the Services, Contractor shall exercise all necessary precautions for the safety of

individuals appropriate to the nature of the work and the conditions under which the work is to be performed.

7. Insurance. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by Contractor. Such insurance shall meet at least the following minimum levels of coverage:

(a) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto).

(b) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability*: \$1,000,000 per occurrence for bodily injury, personal injury and property damage. (2) *Automobile Liability*: Sufficient coverage per accident for bodily injury and property as determined by the General Manager.

8. Compensation. Contractor shall receive compensation for Services rendered under this Agreement as follows:

(a) Contractor shall provide the Services at rates as stated on a rate schedule provided by the Contractor which shall be charged to each individual who receives a tennis lesson, regardless of whether said lesson is provided to one or more individuals at the same time. The minimum amount of time for which Contractor shall charge for Services shall be in one hour intervals. Contractor shall be solely responsible for imposing and collecting all fees charged for the Services in accordance with this Agreement.

(b) On a monthly basis throughout the term of this Agreement, Contractor shall submit to District a written statement which sets forth, in detail, the following: (i) the date and time of each tennis lesson given; (ii) the corresponding fee imposed and collected for each lesson; (iii) the total amount of fees imposed and collected during the time period of the applicable statement; and (iv) the total amount of hours reserved, but Services not provided.

(c) Contractor shall retain as the entire amount of compensation for all Services performed under this Agreement an amount equal to 75% of the total fees imposed and collected during the time period of the applicable statement. Contractor shall not be entitled to expense reimbursements nor any other amounts in connection with performance of this Agreement.

(d) At the time of submission of each written statement as required herein, Contractor shall remit payment to the District in readily available funds, an amount equal to 25% of the total fees imposed and collected during the time period of the applicable statement including amounts Contractor is required to pay under Section 4(b) and (c).

(e) The fees imposed, collected and remitted, as set forth herein, shall be the gross fees and there shall be no deduction or other reduction from the amounts which are subject to the calculations and payments set forth herein.

(f) At all times during the term of this Agreement, and for a period of three (3) years following the expiration or termination of this Agreement, Contractor shall maintain the statements described herein and any other documentation developed and retained in connection with Contractor's responsibilities under this Agreement. Said statements and documents shall be subject to audit and review by District at all times during the term of this Agreement and for three (3) years following expiration or termination of this Agreement.

(g) Contractor shall not be reimbursed for any expenses unless authorized in writing by District.

(h) At any time during the term of this Agreement, District may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work requested by District which is not provided for under this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from the duly authorized representative of the District.

9. General Provisions.

(a) Termination of Agreement. District may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for Services which have been adequately rendered to District, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

(b) Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose. The individuals specified herein shall be deemed the duly authorized representative of the applicable Party:

Contractor: Fernando Molina
12082 Paseo Bonita
Los Alamitos, CA

District: Rossmoor Community Services District
3001 Blume Dr.
Rossmoor, CA 90720
Attn: General Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

(c) Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

(d) Indemnification. Contractor shall indemnify, defend with counsel approved by District, and hold harmless District, its officers, officials, employees and volunteers from and against all liability, loss, damage, expense, cost (including without limitation reasonable attorneys fees, expert fees and all other costs and fees of litigation) of every nature arising out of or in connection with Contractor's performance of work hereunder or its failure to comply with any of its obligations contained in this Agreement, regardless of District's passive negligence, but excepting such loss or damage which is caused by the sole active negligence or willful misconduct of the District. Should District in its sole discretion find Contractor's legal counsel unacceptable, then Contractor shall reimburse the District its costs of defense, including without limitation reasonable attorneys' fees, expert fees and all other costs and fees of litigation. The Contractor shall promptly pay any final judgment rendered against the District (and its officers, officials, employees and volunteers) covered by this indemnity obligation. It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California and will survive termination of this Agreement.

(e) Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

(f) Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

(g) Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

**ROSSMOOR COMMUNITY
SERVICES DISTRICT**

FERNANDO MOLINA

By: _____
James D. Ruth
General Manager

By: _____

May 21st, 2015

**From: Fernando Molina, Tennis Instructor,
12082 Paseo Bonita St.
Los Alamitos, CA 90720**

To: Mr. James Ruth, GM, RCSD

Dear Mr. Ruth,

I am requesting a 1 year extension to my current agreement to provide Professional Tennis Instruction at Rossmoor Park. My request is from July 2015 to July 2016.

If there is anything I could provide you with in effort to obtain the extension. Please feel to contact me at your convenience.

Sincerely,

A handwritten signature in black ink, appearing to read 'F. Molina', with a stylized flourish at the end.

Fernando Molina

Professional Tennis Instructor

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PROPOSED THREE-YEAR AGREEMENT WITH WEST COAST ARBORIST, INC. FOR PARK AND PARKWAY ARBORIST AND TREE MAINTENANCE SERVICES

RECOMMENDATION:

Refer the matter of a proposed new three-year Agreement with West Coast Arborist, Inc (WCA) to the Budget Committee.

BACKGROUND:

The current WCA Agreement with WCA is set to expire on July 1, 2015. The General Manager was prepared to submit a recommendation for a new three-year agreement at this Board meeting. However, staff was informed on June 3rd that due to a new labor agreement, just executed, there will be a substantial increase in their cost of doing business. This increase applies not only to WCA, but for the tree industry State wide. Attached is a letter from WCA which outlines their proposal and reasons thereto.

WCA is proposing a new three-year Agreement with a substantial increase in each of the three years. WCA's Price Schedule depicts the proposed increases for each line item with their stated overall percentage increase of approximately 16.3% or \$14,205.

Since we were only informed about the proposed increase on June 3rd, it is deemed appropriate to refer this matter to the Budget Committee for their review and recommendations. Thereafter, a Special Board meeting could be held prior to the July 1st expiration of the Agreement for a final action by the Board. This would allow for further negotiations with WCA and exploration of possible options. This process would also provide for any adjustment to the Preliminary Budget prior to the public hearing at your July Board meeting.

ATTACHMENTS:

1. Letter dated June 3, 2015 from WCA.
2. Current WCA Agreement.



June 3, 2015

Rossmoor Community Services District
ATTN: James D. Ruth, General Manager
3001 Blume Drive
Rossmoor, CA 90720

RE: TREE MAINTENANCE SERVICES AGREEMENT

Dear Mr. Ruth,

It was a pleasure meeting you, Mary Kingman and Henry Taboada earlier today. For many years, West Coast Arborists, Inc. (WCA) and Rossmoor CSD have forged a very productive and cohesive working relationship. Together our organizations have endured both good and bad times with the ever fluctuating economy of our state and country. Despite current economic trends; the integrity, health and preservation of Rossmoor's urban forest remains our common goal.

One of the most important components of a comprehensive urban forest management plan is the commitment to a consistent pruning cycle. As a result of shrinking fiscal capabilities, many communities found themselves extending their pruning cycle to beyond a 5-year turnaround. Rossmoor has been diligent in maintaining a sound tree maintenance cycle for its residents.

As we near the end of our current contract term (expires June 30, 2015), we would like to express our interest in extending the contract for an additional 3-year term with a cost increase. Just recently, the California Department of Industrial Relations (DIR) published a new wage classification for Tree Trimmers and Groundman that is designed for this type of work. As a result, this impacts not only WCA, but every single contractor performing similar tree maintenance and landscape services for public agencies.

Additionally, WCA agreed to forgo any requests for cost increases since July 2009 in an effort to help minimize the District's financial burden yet our operating costs have continued to rise. Our costs, particularly wages, fuel and insurance have increased by nearly 20% over the last 6 years.

As a result, we propose to adjust certain line items incrementally over the next three years while holding the rates the same for other line items over the entire term. Attached to this letter please review the proposed Schedule of Compensation for fiscal years 2015-2016, 2016-2017 and 2017-2018.



Rossmoor Community Services District

Page 2 of 2

As part of a contract extension, WCA offers at no additional cost to the District, the following value-added services:

- Collect a new GPS tree inventory for right-of-way trees and park trees (Valued at \$20,000)
- Continue to GPS any future tree planting sites
- Provide basic Arborist reports: this excludes any photos, soil and lab tests, elaborate analysis, or trees involved in litigation or pending litigation.

We appreciate your ongoing efforts to make this Agreement a success for both the District and WCA and look forward to continuing a successful business relationship. Should you have any questions, or require additional information please do not hesitate to contact me at (800) 521-3714.

Sincerely,

Victor M. Gonzalez

Vice-President, Director of Marketing

Rossmoor Community Services District

Price Schedule for Fiscal Years 2015-16, 2016-17, & 2017-18

Tree Maintenance Services

Item	Description	Unit	Current Unit Prices	Proposed Unit Prices FY15-16	Proposed Unit Prices FY16-17	Proposed Unit Prices FY17-18
1	Tree Pruning 0-6" dsh	Each	\$ 30.30	\$ 32.40	\$ 34.65	\$ 36.75
2	Tree Pruning 7-18"	Each	\$ 41.50	\$ 44.40	\$ 47.50	\$ 50.35
3	Tree Pruning over 18" dsh	Each	\$ 64.00	\$ 68.50	\$ 73.30	\$ 77.70
4	Palm Pruning 0-30 ft.	Each	\$ 17.00	\$ 18.20	\$ 19.50	\$ 20.65
5	Palm Pruning over 30 ft.	Each	\$ 28.20	\$ 30.15	\$ 32.25	\$ 34.20
6	Tree and Stump Removal	Inch	\$ 14.50	\$ 15.50	\$ 16.60	\$ 17.60
7	Tree Only Removal	Inch	\$ 10.10	\$ 10.80	\$ 11.55	\$ 12.25
8	Stump Only Removal	Inch	\$ 4.60	\$ 4.90	\$ 5.25	\$ 5.55
9	Plant 15 gallon tree w/out RB	Each	\$ 89.90	\$ 89.90	\$ 89.90	\$ 89.90
10	Plant 15 gallon tree with RB	Each	\$ 106.70	\$ 106.70	\$ 106.70	\$ 106.70
11	Plant 24" Box tree w/o RB	Each	\$ 179.60	\$ 179.60	\$ 179.60	\$ 179.60
12	Plant 24" Box tree with RB	Each	\$ 218.70	\$ 218.70	\$ 218.70	\$ 218.70
13	Specialty Plant 15 gallon tree w/out RB	Each	\$ 123.30	\$ 123.30	\$ 123.30	\$ 123.30
14	Specialty Plant 15 gallon tree with RB	Each	\$ 140.50	\$ 140.50	\$ 140.50	\$ 140.50
15	Specialty Plant 24" Box tree w/o RB	Each	\$ 246.90	\$ 246.90	\$ 246.90	\$ 246.90
16	Specialty Plant 24" Box tree with RB	Each	\$ 286.10	\$ 286.10	\$ 286.10	\$ 286.10
17	Crew Rental - 3 man crew	Hourly	\$ 106.20	N/A	N/A	N/A
18	Crew Rental - 2 man crew	Hourly	\$ 106.20	\$ 106.20	\$ 113.60	\$ 120.40
19	Emergency Crew Rental	Hourly	\$ 224.70	\$ 224.70	\$ 224.70	\$ 224.70
20	Watering	Day	\$ 291.60	\$ 291.60	\$ 291.60	\$ 291.60
21	Small Tree Care	Day	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00

For FY15-16 prices in bold reflect a 7% increase .

For FY16-17, prices in bold reflect a 7% increase .

For FY17-18, prices in bold reflect a 6% increase .

Current prices have been in place since July 2009.

ROSSMOOR COMMUNITY SERVICES DISTRICT
CONTRACT TREE TRIMMING SERVICES AGREEMENT

This CONTRACT TREE TRIMMING SERVICES AGREEMENT ("Agreement"), is made and entered into this 1st day of July, 2012, by and between the ROSSMOOR COMMUNITY SERVICES DISTRICT, a California community services district (herein "District") and WEST COAST ARBORISTS, INC. (herein "Contractor"). (The term Contractor includes professionals performing in a consulting capacity.) The parties hereto agree as follows:

RECITALS

WHEREAS, District and Contractor previously entered into that certain ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT, effective May 13, 1998 and that certain RESTATED ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT dated July 1, 2001 ("2001 Agreement"). In addition, the parties subsequently entered into three (3) amendments to the 2001 Agreement in order to provide for Extended Terms and to set forth amendments in regard to Services of Contractor and Compensation. Pursuant to the Third Amendment To Restated Rossmoor Community Services District Contract Tree Trimming Services Agreement, dated July 1, 2008, the Extended Term expired on June 30, 2009; and

WHEREAS, District and Contractor then entered into that certain ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT, effective July 1, 2009 ("2009 Agreement") the term of which was effective for three (3) consecutive calendar years from and after July 1, 2009; and

WHEREAS, the parties desire to enter into this Agreement in order to set forth a new contract for tree trimming services which will supercede any and all existing contractual arrangements.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and based upon the recitals set forth hereinabove, the parties to this Amendment hereby agree as follows:

AGREEMENT

1.0 SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, the Contractor shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which services may be referred to herein as the "services" or "work" hereunder. As a material inducement to the District entering into this Agreement, Contractor represents and warrants that Contractor is a provider of first class work and services and Contractor is experienced in performing the work and services contemplated herein and, in light of such status and experience, Contractor covenants that it shall

follow the highest professional standards in performing the work and services required hereunder and that all materials shall be of good quality, fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Compliance with Law. All services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

1.3 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless District against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against District hereunder.

1.4 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Contractor discover any latent or unknown conditions, which shall or will materially affect the performance of the services hereunder, Contractor shall immediately inform the District of such fact and shall not proceed except at Contractor's risk until written instructions are received from the Contract Officer.

1.5 Care of Work. The Contractor shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by District, except such losses or damages as may be caused by District's own negligence.

1.6 Further Responsibilities of Parties. Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.7 Additional Services. District shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Contractor shall not perform, nor be compensated for, additional services without written authorization from the Contract Officer. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, the Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as Exhibit "B" and incorporated herein by this reference, but not exceeding the maximum Unit Prices (herein "Contract Sum").

2.2 CPI Adjustment. The Contract Sum shall be adjusted annually on July 1 of each year, beginning as of July 1, 2013, for cost of living as shown by the U.S. Department of Labor in its All Urban Consumers Index as set forth for the Los Angeles-Anaheim-Riverside area.

2.3 Method of Compensation. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expense, transportation expense approved by the Contract Officer in advance, and no other expenses and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings and District Board meetings reasonably deemed necessary by the District; Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the District in the form approved by the District's General Manager, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.3, District shall pay Contractor for all expenses stated thereon which are approved by District pursuant to this Agreement no later than the last working day of the month, subject to such extensions as may be necessary to obtain any required approvals for payment from the District Board.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall perform all services as directed by the District and as otherwise provided for in this Agreement and the Scope of Services.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the District, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the District for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless early terminated in accordance with Section 7 of this Agreement, this Agreement shall continue in force and effect for three (3) consecutive calendar years from and after July 1, 2012.

4.0 COORDINATION OF WORK

4.1 Representative of Contractor. The following principals of Contractor are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Patrick Mahoney, President

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for District to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the foregoing principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of District.

4.2 Contract Officer. The Contract Officer shall be such person as may be designated by the Board of Directors of District. It shall be the Contractor's responsibility to

assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by District to the Contract Officer. Unless otherwise specified herein, any approval of District required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the District required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the District to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the District. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of District. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of District.

4.4 Independent Contractor. Neither the District nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. District shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an independent contractor of District and shall remain at all times as to District a wholly independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of District. District shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venture or a member of any joint enterprise with Contractor.

5.0 INSURANCE, INDEMNIFICATION AND BONDS

5.1 Insurance. Without limiting Contractor's indemnification obligations as set forth in this Agreement, the Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Comprehensive General Liability Insurance. A policy of comprehensive general liability insurance written on a per occurrence basis. If the Contract Sum is \$25,000 or less, the policy of insurance shall be written in an amount not less than \$500,000 single limit, per occurrence. If the Contract Sum is greater than \$25,000 but less than \$1,000,000, the policy of insurance shall be in an amount not less than \$1,000,000 single limit, per occurrence. If the Contract Sum is greater than \$1,000,000 but less than \$2,000,000, the policy of insurance shall be in an amount not less than \$2,000,000, single limit, per occurrence. If the Contract Sum is

greater than \$2,000,000, the policy of insurance shall be in an amount not less than \$5,000,000 single limit, per occurrence.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as shall fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both the Contractor and the District against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive/Vehicle Insurance. A policy of comprehensive automobile/vehicle liability (including owned, non-owned, leased, and hired autos/vehicles) insurance written on a per occurrence basis in an amount not less than \$500,000 single limit, per occurrence, for bodily injury and property damage.

All of the above policies of insurance shall be primary insurance and shall name the District, its officers, employees and agents as additional insureds. The insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, officials, employees, agents, representatives, and volunteers, and their respective insurers. All of said policies of insurance shall be endorsed to:

(1) Provide that said insurance may not be amended or cancelled without providing thirty (30) days prior written notice by certified or registered mail to the District;

(2) Provide that the insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, officials, employees, agents, representatives, and volunteers, and their respective insurers; and

(3) Name the District, its Board of Directors and all the District appointed groups, committees, boards, and any other District appointed bodies, and the District's elected or appointed officers, and its officials, employees, agents, representatives, and volunteers (hereinafter "District and District Personnel") as additional insureds.

All of Contractor's insurance (i) shall contain no special limitations on the scope of protection afforded to District and District Personnel; (ii) shall be primary insurance and any insurance or self-insurance maintained by District or District Personnel shall be in excess of the Contractor's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; and (v) shall be written by insurers in compliance with Section 5.4.

No work or services under this Agreement shall commence until the Contractor has provided the District with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverage's and said Certificates of Insurance or binders are approved by the District. In the event any of said policies of insurance are materially modified or cancelled for any reason, the Contractor shall, prior to the cancellation date, submit new

evidence of insurance, in conformance with this Section 5.1, to the Contract Officer. The Contract Officer, with the prior approval of the District Manager, shall have authority to consent to a modification of the foregoing insurance requirements, which consent may be given or withheld in the Contract Officer's and District Manager's respective sole and absolute and arbitrary discretion.

The Contractor agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible.

In the event the Contractor subcontracts any portion of the work in compliance with Section 4.3 of this Agreement, the contract between the Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Contractor is required to maintain pursuant to this Section 5.1.

5.2 Indemnification. Contractor agrees to indemnify the District, its officers, agents and employees against, and shall hold and save them and each of them harmless from, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities, (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities of Contractor, its agents, employees, subcontractors, or invitees, provided for herein, or arising from the negligent acts or omissions of Contractor hereunder, or arising from Contractor's negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, whether or not there is concurrent passive or active negligence on the part of the District, its officers, agents or employees but excluding such claims or liabilities arising from the sole negligence or willful misconduct of the District, its officers, agents or employees, who are directly responsible to the District, and in connection therewith:

(a) Contractor shall defend any action or actions filed in connection with any of said claims or liabilities and shall pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Contractor shall promptly pay any judgment rendered against the District, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold the District, its officers, agents, and employees harmless therefrom;

(c) In the event the District, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to the District, its officers, agents or employees, any and all costs and expenses incurred by the District, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

5.3 Sufficiency of Insurer or Surety. Insurance or bonds required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "All or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the General Manager of the District due to unique circumstances. In the event the General Manager of District ("Manager") determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the District, the Contractor agrees that the minimum limits of the insurance policies and the performance bond required by this Section 5 may be changed accordingly upon receipt of written notice from the Manager; provided that the Contractor shall have the right to appeal a determination of increased coverage by the Manager to the District within 10 days of receipt of notice from the Manager.

6.0 RECORDS AND REPORTS

6.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that the District is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or shall materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.2 Records. Contractor shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of District, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the District shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of District and shall be delivered to District upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by District of its full rights of ownership of the documents and materials hereunder. Any use of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Contractor shall be at the District's sole risk and without liability to Contractor, and the District shall indemnify the Contractor for all damages resulting therefrom. Contractor may retain copies of such documents for its own use. Contractor shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall

provide for assignment to District of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify District for all damages resulting therefrom.

6.4 Release of Documents. The drawings, specifications, reports, records, documents and other materials prepared by Contractor in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. Service of process on District shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

7.2 Disputes. Subject to the provisions of Section 7.7, in the event of a dispute arising under this Agreement, Contractor shall comply with the provisions of this Section, and District may, in its sole discretion, comply with the provisions of this Section. The injured party shall notify the injuring party in writing of its contentions. The injured party shall continue performing its obligations hereunder so long as the injuring party commences to cure such default within ten (10) days of service of such notice and completes the cure of such default within sixty (60) days after service of the notice, or such longer period as may be permitted by the injured party, provided that if the default is an immediate danger to the health, safety and general welfare, such immediate action may be necessary. Compliance with the provisions of this Section shall be a condition precedent to termination of this Agreement for cause by Consultant and to any legal action commenced by Consultant, and such compliance shall not be a waiver of Consultant's right to take legal action in the event that the dispute is not cured. Nothing herein shall limit District's right to terminate this Agreement with or without cause pursuant to Section 7.7.

7.3 Retention of Funds. Contractor hereby authorizes District to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate District for any losses, costs, liabilities, or damages suffered by District, and (ii) all amounts for which District may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, District may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of District to exercise such right to deduct or

to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect District as elsewhere provided herein.

7.4 Waiver. No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

7.7 Termination Prior to Expiration Of Initial or Extended Term. This Section shall govern any termination of this Agreement except as specifically provided in the following Section for termination for cause. The District reserves the right to terminate this Agreement at any time, with or without cause, upon written notice to Contractor. Contractor may terminate this Agreement only for cause and with not less than thirty (30) days, prior written notice and only after following the procedures of Section 7.2 to enable the District to effect a cure of a default. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the lesser of (i) the amount due for work completed under the Schedule of Compensation or (ii) the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, District may take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the District shall use reasonable efforts to mitigate such damages), and District may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the District as previously stated.

7.9 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to its expert witness fees and reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

8.0 DISTRICT OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of District Officers and Employees. No officer, official, employee, agent, representative, or volunteer of the District shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the District or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest. No officer, official, employee, agent, representative, or volunteer of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects his financial interest or the financial interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The Contractor warrants that it has not paid or given and shall not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination. Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin, or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Unless otherwise provided herein, all notices required to be delivered under this Agreement or under applicable law shall be (i) personally delivered, or (ii) delivered by United States mail, prepaid, certified, return receipt requested, or (iii) delivered by reputable document delivery service that provides a receipt showing date and time of delivery. Notices personally delivered or delivered by a document delivery service shall be effective upon receipt. Notices delivered by mail shall be effective at 5:00 p.m. on the second calendar day following dispatch. Notices shall be delivered to the District at the following address: Rossmoor Community Services District, 3001 Blume Drive, Rossmoor, CA 90720, Attn: General Manager. Notices shall be delivered to Contractor at the following address: West Coast Arborists, Incorporated, 2200 E. Via Burton Street, Anaheim, CA 92806, Attn: Patrick O. Mahoney,

President. Either party may change the address for receipt of notices to that party by written notice delivered in compliance with this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

9.4 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

[End - Signature Page and Exhibits Follow]

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Agreement as of the date first written above.

DISTRICT:

Rossmoor Community Services District, a
California community services district


President of the Board of Directors 6/21/12

CONTRACTOR:

West Coast Arborists, Inc.

By: 

Patrick Mahoney
President

By: 

Richard Mahoney
Vice President

Address: 2200 E. Via Burton Street
Anaheim, CA 92806
(800) 521-3714
(714) 956-3745 FAX

END OF SIGNATURES

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT "A"

SCOPE OF SERVICES

ALL SITE LOCATIONS

A. TREE PLANTING:

Planting includes the tree, stakes, ties and complete installation and watering for ninety (90) calendar days. Planting lists should be compiled by the Inspector and submitted monthly or as needed. Contractor will guarantee the quality of the tree stock and the workmanship.

1. All plantings will be established industry standard for fifteen (15) gallon or twenty four (24) inch box trees; not to be less than 1" (inch) in diameter at dsh (diameter standard height) and 6' (feet) in height when planted, and otherwise acceptable to the RCSID in terms of diameter size, health, quality and aesthetics. The RCSID reserves the right to choose and reserve tree stock, and/or to purchase planting stock from other sources, when issues of size are evident.
2. All planting nursery stock will conform to the American Standard for Nursery Stock as set forth by American National Standards Institute (ANSI) standard Z60.1-2004 and ISA Guidelines for High Quality Trees. Trees shall be free from pests, disease and structural defects.
3. Contractor shall provide all equipment, labor and materials necessary for the planting of trees throughout the District in accordance with the specifications herein.
4. Planting pit shall be dug twice the width and the same depth of the root ball. Before placing the tree in the planting pit Contractor shall examine root ball for injured roots and canopy for broken branches. Damaged roots should be cleanly cut off at a point just in front of the break. Broken branches should be cut out of the canopy making sure that the branch collar is not damaged.
5. Tree shall be placed in the planting pit with its original growing level (the trunk flare) at the same height of the surrounding finish grade. In grass-covered parkways, the top of the root ball shall be level or slightly higher than the surrounding soil. In a concrete tree well, the root ball shall be 3 inches below the level of the finished surface of the concrete.

6. Backfill material should be native soil. Eliminate all air pockets while backfilling the planting pit by watering the soil as it's put into the hole.
7. Trees that are planted in parkways shall have a 4"-6" high water retention basin built around the tree capable of holding at least ten (10) gallons of water.
8. All trees shall be staked with two wooded lodge poles and two ties per pole. Minimum size of lodge poles shall be ten (10') feet long, with a one and a half (1 1/2") inch diameter. Tree ties shall be placed at one third (1/3) and two-thirds (2/3) of the trunk height. Stakes shall not penetrate the root ball and shall be driven into the ground approximately twenty-four to thirty (24"-30") inches below grade.
9. Trunk protectors such as Arbor-Gards or an approved equal shall be placed at the base of the trunk of all new trees immediately after planting.
10. Clean up all trash and any soil or dirt spilled on any paved surface at the end of each working day.

B. SAPLING CARE:

The RCSD requires an active approach to the care of its young and newly planted trees. The Contractor shall be required to perform basic maintenance that will include but not be limited to tree well adjustments and watering, removal of weeds from tree wells, structural pruning, and re-staking when necessary.

1. Watering shall be performed by a one man crew with a water truck who will water each grid, including landscape median and young trees that are three (3) years old and younger, once monthly.

B. MAINTENANCE AND SAFETY TREE TRIMMING REQUIREMENTS:

1. All tree pruning shall comply with good arboreal practice for the particular species of trees being trimmed and shall conform to the American National Standards Institute (ANSI) A300 Pruning Standards for Tree Care Operations, the International Society of Arboriculture (ISA) Tree Pruning Guidelines and the ISA Best Management Practices Tree Pruning.
2. All pruning shall be performed with the intent of improving aesthetic characteristics and increasing structural strength resulting in sound tree culture that is appropriate for the individual tree specie while providing correct vertical and horizontal clearance needed in a municipal setting.

3. Remove all dead and or damaged branches and limbs.
4. At no time shall "Topping" be permitted on any tree.
5. At no time shall "Lion Tailing" or branch stripping be permitted on any tree.
6. No more than one fourth (1/4) of a tree's foliage should be removed in a calendar year.
7. All pruning equipment shall be sharp and sized appropriately for the pruning cut. When pruning to remove fungus, disease or an otherwise infected area, all pruning tools shall be properly cleaned after each cut with bleach.
8. The following minimum clearances shall be maintained at all times, unless a specific problem arises:
 - a. All branches overhanging on roadways beyond the curb line shall have a minimum clearance of fourteen (14) feet.
 - b. All branches overhanging any sidewalk or walkway shall have a nine (9) foot clearance.
 - c. All trees shall be aesthetically trimmed to prevent/minimize encroachment on private property.
9. All pruning cuts should be made just outside the branch bark ridge or branch collar so that, under normal conditions, healing can start immediately.
10. All limbs of one and one half (1½) inches or larger in diameter shall first be undercut to prevent splitting of the bark.
11. All cut limbs shall be lowered to the ground using a method that prohibits further damage to the remainder of the tree.
12. All suckers and water spouts shall be removed in a manner that minimized the size of the wound to the tree.
13. All crossing or any limbs that rub shall be removed unless removal of said limbs would result in large gaps in the general outline of the tree. Limbs should extend alternately from the trunk on twelve (12) to twenty four (24) inch spacing.
14. All structural weaknesses such as split crotch or limbs, diseased or decayed limbs or any other existing severe damage shall be reported to the District's General Manager, or an authorized representative.
15. At no time during any trimming procedure shall any hooks, galls, spurs or climbers be

used by anyone employed for such trimming without the prior permission of the District's General Manager, or authorized representative.

C. SAFETY TRIMMING:

The standards for safety trimming shall be those adopted by the County of Orange, with whom the District has a contract for safety trimming. The standards for safety trimming shall be as follows:

1. Fourteen (14) foot vertical clearance from the road surface.
2. Nine (9) foot vertical clearance from the parkway or sidewalk surface.
3. As necessary to provide clear visibility of all traffic control or municipal informational signage.
4. As necessary to provide reasonable clearance for street lighting and intersection safety lighting.

D. ANNUAL TREE PRUNING:

Tree pruning per pre-designed districts, grids or prune routes on a set cycle to include all trees. Pruning will include structural pruning, crown raising, and crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and the ANSI A300 Standards. Special projects that are difficult to access require the need for specialty equipment, service request pruning, or pruning to reduce and/or pruning to restore would fall under Crew Rental.

1. Contractor shall comply with Standards of CAL OSHA and the American National Standard Institute, Z133 Safety Requirements.
2. Contractor shall notify the resident forty-eight (48) hours in advance of scheduled pruning.
3. Contractor shall provide and post "No Parking" signs twenty-four (24) hours in advance of the work.
4. Contractor shall endeavor to maintain good public relations at all times. The work shall be conducted in a manner which will cause the least possible interference and annoyance to the public. Work shall be performed by competent employees and supervised by an experienced, English speaking supervisor in tree maintenance operations. The Contractor shall be responsible for advance

notification to the residents at each work location of the intended tree operations. The Contractor shall be responsible to see that private property and vehicles at work locations are not endangered or damaged during the course of work.

5. Contractor shall exercise precautions as necessary when working adjacent to aerial and subterranean utilities. In the event that aerial utility wires present a hazard to the Contractor's personnel or others near the work site, work is to immediately cease and the appropriate utility company notified. Work shall then commence in accordance with instructions from the utility company.
6. The specific techniques employed shall be consistent with industry practice for the size and species of tree being trimmed. All dead, broken, damaged, diseased or insect infested limbs shall be removed at the trunk or main branch. All cuts shall be made sufficiently close, 1/2 inch, to the parent stem so that healing can readily start under normal conditions. All limbs 2" or greater shall be undercut to prevent splitting. The remaining limbs and branches shall not be split or broken at the cut. All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline of the tree.
7. Cut laterals to preserve the natural form of the tree, leaving the head open enough for the branching system to show and permitting the dead material to be easily cleaned out and light to show through the head. Tree foliage shall be reduced by at least fifteen (15%) percent but no more than thirty (30%) percent.
8. Trim to remove dead wood or weak, diseased, insect-infested, broken, low, or crossing limbs. Branches with an extremely narrow angle of attachment should normally be removed.
9. Small limbs, including suckers and waterspouts, shall be cut close to the trunk or branch from which they arise.

D. TREE AND STUMP REMOVAL:

RCSD prepares list of trees to be removed, marks trees, notifies homeowners and submits lists to Contractor. Contractor calls Underground Service Alert (USA) and prepares internal work order. Crew removes tree and hauls all debris. Crew grinds stumps to a depth of eighteen (18") inches. All holes will be backfilled, as well as all debris cleaned up and hauled away. Special projects that are difficult to access with equipment, or require the need for a crane or an aerial tower over seventy-five (75') feet would fall under Crew Rental rates. Removals shall be conducted in good workmanlike manner in accordance with the standards of the arboricultural profession.

1. All tree and stump removals will conform to American National Standards Institute (ANSI) Z133.1-1991 American National Standard for Tree Care Operations - Pruning, Trimming, repairing, Maintaining, and Removing trees, and Cutting Brush-Safety Requirements

E. EMERGENCY RESPONSE:

The Contractor may be required to provide emergency on call response for damaged trees as a result of storms or other reasons. Emergency calls may occur at any given time. The Contractor will be provided with locations and the work to be done at each location via telephone from an RCSD authorized representative. Emergency work shall begin within two (2) hours of the initial telephone call

F. REQUIRED WORK STANDARDS:

1. Contractor shall staff the work site with personnel qualified and trained in tree pruning.
2. Contractor shall staff the work site with an arborist, certified through the International Society of Arboriculture (ISA) as the site supervisor.
3. The Contractor will manage the entire inventory project and will not use subcontractors
4. The general hours of operation shall be 8:00 a.m. to 5:00 p.m. with respect to any chipping, cutting or other operations generating harsh or unusual noise.
5. The days of operation shall be Monday through Friday.
6. Special emphasis shall be placed upon public safety during pruning operations, with all required safety markers prominently displayed.
7. Contractor shall clean all job sites when work is completed, including the raking of leaves, twigs, etc. from the lawns and parkways and the sweeping of streets. Each day's scheduled work shall be completed and cleaned up and under no circumstances shall any brush, leaves, debris or equipment be left on the street overnight.
8. The District's General Manager or an authorized representative for the District shall be the sole judge as to the adequacy of any cleanup.

G. REPORTS TO THE DISTRICT:

1. Contractor will map, measure and keep current computerized records of all District's tree

inventory. Records shall be kept on data base that is accessible to the RCSD at any time.

2. Contractor will immediately report to the District's General Manager or an authorized representative, any condition which is deemed hazardous or which requires immediate attention.
3. Contractor will report monthly on forms provided by the District on all activities which are performed by Contractor which is based on monthly/quarterly schedules.

II. INSPECTION:

1. The District's General Manager, or an authorized representative, shall at all times have access to the work and shall be furnished with every reasonable facility for ascertaining full knowledge respecting the process, workmanship and character of equipment used and employed in the work and quality of trees planted. RCSD shall be notified at least two (2) working days before any planting takes place.
2. Inspection of the work shall not relieve the Contractor of any of their obligation to fulfill the contract as prescribed. Defective work shall be made good notwithstanding the fact that such defective work may have been previously overlooked by the District's General Manager or an authorized representative, and accepted for payment.
3. Any work found to be unacceptable will be communicated by phone with an email sent as a follow-up. Upon receipt of notification of the deficiencies, the Contractor shall correct the deficiencies within (10) working days from notification. After this time period, if unacceptable conditions still exist, the District has the right to deduct payment or terminate the contract.

I. SPECIAL PROVISIONS:

1. Perform and deliver a complete tree inventory for the District (valued at approximately \$16,000).
2. At no additional cost, provide the District with access to Contractor's web-based tree inventory program called ArborAccess On-Line (valued at approximately \$5,000).
3. Provide unlimited software support including training during the entire length of the Agreement (valued at approximately \$1,800).

EXHIBIT "B"
SCHEDULE OF COMPENSATION



Rossmoor Community Services District

Price Schedule for Fiscal Year 2012-2013

Tree Maintenance Services

Item	Description	Unit	Unit Prices for FY12-13
1	Tree Pruning 0-6" dsh	Each	\$ 30.30
2	Tree Pruning 7-18"	Each	\$ 41.50
3	Tree Pruning over 18" dsh	Each	\$ 64.00
4	Safety Pruning	Each	N/A
5	Palm Pruning 0-30 ft.	Each	\$ 17.00
6	Palm Pruning over 30 ft.	Each	\$ 28.20
7	Tree and Stump Removal	Inch	\$ 14.50
8	Tree Only Removal	Inch	\$ 10.10
9	Stump Only Removal	Inch	\$ 4.60
10	Plant 15 gallon tree w/out RB	Each	\$ 89.90
11	Plant 15 gallon tree with RB	Each	\$ 106.70
12	Plant 24" Box tree w/o RB	Each	\$ 179.60
13	Plant 24" Box tree with RB	Each	\$ 218.70
14	Specialty Plant 15 gallon tree w/o RB	Each	\$ 123.30
15	Specialty Plant 15 gallon tree with RB	Each	\$ 140.50
16	Specialty Plant 24" Box tree w/o RB	Each	\$ 246.90
17	Specialty Plant 24" Box tree with RB	Each	\$ 286.10
18	Crew Rental - 3 man crew	Hourly	\$ 106.20
	Safety Pruning		
19	Emergency Crew Rental	Hourly	\$ 224.70
20	Watering	Day	\$ 291.60
21	Small Tree Care	Day	\$ 450.00

Prices for FY12-13 are the same as FY11-12

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-4

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: INVESTMENT COMMITTEE RECOMMENDATIONS ON
REINVESTMENT OF RUSH PARK BOND RESERVES

RECOMMENDATION:

Discussion and possible action on the Investment Committee's recommendations on the reinvestment of Rush Park bond reserves.

BACKGROUND:

The Investment Committee met on May 28th and reviewed the District's Investment Portfolio. Of particular note was their review of the Rush Park Fund 20 Reserve Account. No recommendations for new investments were made due to current market conditions.

The District's bond covenants on the Rush Park bond require that the Fund 20 Reserve Account maintain a balance of \$632,770.00. The Committee discussed a transfer of that amount from a U.S. Bank money market account yielding no interest into two U.S. Agency notes. Per bond covenants one-half of that amount may be invested in a two-year U.S. Agency note [currently yielding 0.46% yield to maturity (ytm)] and the other half may be invested in a three-year U.S. Agency note (currently yielding 0.80% ytm).

The Committee also reviewed the recommendation of the District's Financial Consultant, Mr. Steve Almond (attached). After deliberation, the Committee voted to recommend that the Board authorize the General Manager to proceed with the reinvestment of those funds into U.S. Agency Notes. Please keep in mind, however, that yield rates may differ slightly at the time of investment, but will still be significantly higher than the current U.S. Bank money market rates.

ATTACHMENTS:

1. Investment Committee Agenda Items C-I Discussion with General Manager Re: Report on Current Investments (Information Only).

2. Investment Committee Agenda Item C-2 Disposition of Excess Reserve Funds - Limited Obligation Improvement Bonds - Rush School Site Acquisition, Series 1993.

a. Email dated May 20, 2015 from Mr. Steve Almond, District Investment Consultant.

b. Policy No. 3035 Investment of District Funds.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-1

Date: May 28, 2015
To: Investment Committee
From: General Manager
Subject: DISCUSSION WITH GENERAL MANAGER RE: REPORT ON DISTRICT INVESTMENTS

RECOMMENDATION:

Review and report to the Board regarding the status of the District's investments

BACKGROUND:

Board policy requires a reporting of maturing investments to Board. Although there are no maturing investments in Fund 10. The Committee is being asked to make reinvestments of the Rush Park Bond Fund Reserves in Agenda Item C-2 of this Agenda. It therefore is appropriate to report on the District current reserve portfolio at this time.

ATTACHMENTS:

1. Investment/Bank Balances as of May 1, 2015.

Investment Portfolio (IP)

May 1, 2015

CD or Bond	Amount of CD or Bond	Matures	Interest Rate
LAIF	\$1,077,499.00	N/A	0.26%
Total Investments	\$1,077,499.00		
Bank Balance 5/1/2015	\$161,278.00		
Total Investments and Cash	\$1,238,777.00		

Fund 10

Current:

By Maturity	% of IP	% of IP Policy Limit
Up to 1 Year	0.00%	Unlimited
More than 1 Year	0.00%	50%
More than 2 Years	0.00%	25%
LAIF	100.00%	Unlimited

By Investment Type	% of IP	% of IP Policy Limit
*CD	0.00%	25%
Bonds	0.00%	25%
LAIF	100.00%	Unlimited

*CD's have a 2 year limit.

Status of Current Bond Investments as of May 2015

	Amount of Bond	N/A	Gain/Loss
None			

Fund 20 Reserve Account (Held at US Bank)

Reserve Account	Matures	Amount	Interest Rate
US Bank	n/a	\$362,770.00	0.00%
Total			

Fund 30 Reserve Account (Held at US Bank)

Reserve Account	Matures	Amount	Interest Rate
US Bank	n/a	\$47,000.00	0.00%
Total		\$47,000.00	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-2

Date: May 28, 2015
To: Investment Committee
From: General Manager
Subject: DISPOSITION OF EXCESS RESERVE FUNDS – LIMITED
OBLIGATION IMPROVEMENT BONDS – RUSH SCHOOL SITE
ACQUISITION, SERIES 1993

RECOMMENDATION:

Make a recommendation to the Board regarding the reinvestment Rush Park Bond Reserves.

BACKGROUND:

Due to market conditions during the past few years, Fund 20 reserves had been placed in the U.S. Bank Money Market account as investments matured. The final investment matured in the Reserve Account April 2, 2014. While market conditions are still far below those prior to the recession, there has been an uptick in the U.S. Agency bond market sufficient to consider a reinvestments in those instruments. Please keep in mind that Bond covenants severely restrict investments of these reserve funds. Also required is that ½ of the Reserve Fund be invested for no longer that 2 years and the other ½ be invested for no longer than 3 years.

U.S. Bank has provided us with Treasury Bill Rates of 0.02%. However, the District financial consultant, Sterne Agee Financial services has provided us with the follow rates:

2 year US Agency Note would yield 0.46% ytm
3 year US Agency Note would yield 0.80% ytm

It is therefore recommended that \$362,770 be reinvested as follows:

1. \$181,385 be invested in a 2-year US Agency Note due June 2017 (earning .46% ytm).
2. \$181,385 be invested in a 3-year US Agency Note due June 2018 (earning .80% ytm).

ATTACHMENTS:

1. Email from Steve Almond, Arbitrage Management Group, dated 5/20/15.
2. Policy No. 3035 Investment of District Funds

Kathy Bell

From: Almond, Steve [SAlmond@sterneagee.com]
Sent: Wednesday, May 20, 2015 10:46 AM
To: Kathy Bell
Subject: '93 Bond Reserve Fund purchase

Hi Kathy,

I was a pleasure speaking with you yesterday and this morning. Per our conversation, here's where the current 2 and 3 year US Agency non-callable bond yields are today. Please keep in mind that these returns are subject to change and availability.

We would recommend as outlined in the '93 Bond Indenture, a purchase of 1/2 of portfolio into a 2 year and the remainder into a 3 year US Agency bond at .46% and .80%.

Thanks again and please let me know when you will need a written recommendation for the finance committee or board of directors.

Thanks

Steve Almond
Financial Consultant
Arbitrage Management Group
4208 Lakeway Blvd.
Austin, TX 78734-5000
Direct: 512-413-3103
FAX: 512-608-6620
Tollfree: 888-297-6320
salmond@sterneagee.com

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Rossmoor Community Services District

Policy

No. 3035

INVESTMENT OF DISTRICT FUNDS

3035.00 Purpose: The purpose of this policy is to comply with the requirements of California Government Code Sections 53600 et. seq. and to provide clear guidance for the investment of surplus funds under the control but not required for the immediate needs of the Rossmoor Community Services District (RCSD); herein after, the District.

3035.10 Objectives: The objectives of the investment of the funds of the District is primarily to safeguard the principal of the funds under its control, secondarily, to meet the liquidity needs of the District and thirdly, to achieve a market rate of return consistent with California law.

3035.20 Responsibility: When investing public funds, the District is a trustee and therefore a fiduciary subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing including, but not limited to, the general economic conditions and the anticipated needs of the District that a prudent person would exercise in the management of his or her own funds, not for speculation, but for investment, considering the probable safety of his or her capital, as well as the probable income to be derived.

3035.30 Investment Principles:

3035.31 The District shall invest all funds under its control that are not needed for its operations.

3035.32 The District shall have a diversified investment portfolio limited to the following types:

- a. United States Treasury Bills, Notes and Bonds.
- b. Federal Agency or United States Government sponsored enterprise obligations.
- c. Registered California State Bonds, Warrants or Treasury Notes.
- d. California Local Agency Investment Fund (LAIF).
- e. Orange County Treasury.
- f. Bonds or Notes of U.S. corporations rated "A" or better by Moody's or S&P, for terms not to exceed five years.
- g. Bankers Acceptances (Bills of Exchange, or Time Drafts), maturity not to exceed six months.
- h. Certificates of Deposit, maturity not to exceed two years.
- i. Mutual funds that consist solely of one of the following investment types noted above: a., b.,c., or f.

3035.33 The District shall not invest more than fifty percent (50%) of its investment portfolio in securities that have a maturity of more than one year. No more than twenty-five percent (25%) of its portfolio shall be invested in securities that have a maturity of more than two years. No securities can be purchased with a maturity greater than five years, unless matched to a specific asset acquisition or approved by the Board.

3035.34 The District's investment strategy is to purchase securities with the intent of holding them until maturity. However, the District may sell a security prior to its maturity in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or District needs.

3035.35 The transferring of investment funds will be carried out exclusively by use of telephonic or electronic wire transfers. Each entity with which the District does business shall receive, in writing, a listing which limits transfers of funds to preauthorized bank accounts only.

3035.36 The District shall maintain all funds needed for its operations within one month, together with all funds not then invested in accordance with Section 3035.32 in one or more checking accounts or savings accounts that are fully insured by FDIC in state or national banks, state or federal savings associations, or state or federal credit unions in California. Such funds may be in active deposits, inactive deposits, and/or interest bearing active deposits. The deposits cannot exceed the amount of the bank's, savings and loans', or credit union's paid up capital surplus. The funds may be in an account over \$100,000 if the FDIC limit is raised or if the bank, savings and loan or savings institution has collateralized the account by at least 110% in another bank or financial institution.

3035.37 The District may invest some or all its investment portfolio in the LAIF upon a recommendation of the Investment Committee and approval of the Board. The District shall invest no more than twenty-five percent (25%) of its investment portfolio in any one of the other types of investment as set forth in Section 3035.32 and shall not invest more than the FDIC limit (within the maturity date of the deposit/investment) in any one financial institution (bank, savings and loan, credit union), or U.S. corporation.

3035.38 All security transactions entered into by the District shall be conducted on delivery-versus payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement.

3035.39 The purchase of any investment shall be made either directly from the issuer or from an institution licensed by the state as a broker-dealer (as defined in Corporations Code Section 25004) or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined in Financial Code Section 5102) or from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank.

3035.40 Investment Committee: The Investment Committee is comprised of two Board members and the General Manager. Members are appointed by the President of the Board and shall meet quarterly (unless there are no new funds to invest or investments maturing during the quarter) to review current data concerning all deposit accounts and investments, to analyze the total balance, yield percentage, interest earned, maturity dates and other relevant information for each account and investment. The Investment Committee shall make recommendations specifying the investments to be made and amounts to be transferred to the appropriate accounts. The Investment Committee may consult with the District's auditor and/or other financial advisors as reasonably necessary to implement the District's investment objectives. Following a review by the Investment Committee, the General Manager shall provide a report to the Board of Directors at its next regular meeting, or at a special meeting, as appropriate, setting forth the

components and performance of the District's current investment portfolio, together with any recommendations made by the Investment Committee.

3035.50 Investment Portfolio: The District's investment portfolio is defined as all monies invested and any reserve funds, designated or undesignated, which are available for long or short term investment, and any operating capital in excess of three months of the District's operational needs.

3035.60 Board of Directors: Upon review of the Investment Committee's report and recommendations, the Board shall make a determination regarding such recommendations. Upon such determination, the officials authorized by Policy No. 4055, shall execute the appropriate documents to transfer funds as necessary and/or to authorize the financial institution to initiate the investment, except for electronic transfers made in accordance with Resolution No.10-06-08-01.

3035.70 Policy Review: This policy shall be reviewed by the Board annually, to determine if any changes are needed and to acknowledge that it has been reviewed.

Approved: Renumbering & Format - October 8, 2002
Adopted: August 12, 2003
Amended: July 11, 2006
Amended: May 8, 2007
Amended: November 11, 2008
Amended: January 13, 2009
Amended: April 14, 2009
Amended: August 10, 2010

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-5

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: AB 57

RECOMMENDATION:

Authorize Board President Kahlert to submit a letter protesting the potential passage of AB 57.

BACKGROUND:

The District has been informed of the potential passage of AB 57, a measure that would severely restrict the ability of local governments from approving/disapproving applications for new wireless towers and facilities. Under AB 57, while notice must be given to the public, in many communities, the time lines will not allow localities to make a reasoned decision on an application or to establish appropriate conditions on an application.

More succinctly, the new timelines will basically grant approval for an application for new wireless towers. While it is the County and not the District, that is not empowered to accept or reject an application, the Ordinance that is being developed by the County will be likely become ineffective in dealing with this matter in the future.

Attached is a draft letter to the District's Assembly and State Senate representatives outlining the District's concerns regarding AB57 for your consideration.

ATTACHMENTS

1. Draft letter to Assemblyman Travis Allen and State Senator Janet Nguyen.
2. BB&K Legal Alert Re: AB 57.



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

June 9, 2015

State Senator Janet Nguyen
State Capitol, Room 3048
Sacramento, CA 95814

State Assemblyman Travis Allen
State Capitol, Room 4015
Sacramento, CA 94249

Dear Senator Nguyen and Assemblyman Allen:

The Rossmoor Community Services District (District) is the local governing body for the community of Rossmoor, an unincorporated area of Orange County. At the District's Board meeting on June 9, 2015, the Board voted unanimously (or actual vote) to request that you vote against the adoption of AB 57. This measure would effectively deny cities and counties an adequate opportunity for public input on application for new wireless tower and equipment.

This legislation would restrict the timeframe for establishing a record for approving or disapproving an application from a utility. AB 57 would "deem approved" an application for new wireless towers and facilities if: (1) the city or the county fails to approve or disapprove the application within the time periods established in the Federal Communications Commission's 2009 Declaratory Ruling (24 FCC RCS, 13994), and (2) all public notices regarding the application have been provided.

This legislation would effectively approve an application, even while a community was in the process of public participation or the locality was in the process of making a reasoned decision on an application or establishing conditions on an application.

AB 57 is still in the Assembly committee phase, but your attention to its progress is being requested by the District. While it is the County that is empowered to act on applications, the District has recently requested the County for assistance with a current application for wireless towers in our community. In response, the county is in the process of submitting an ordinance to the Orange County Board of Supervisors to better provide for community input and oversight on these matters. AB 57 would ostensibly negate the effectiveness of such ordinance.

Respectfully,

William Kahlert, President
Rossmoor Community Services District

Henry Taboada

From: Best Best & Krieger LLP [bbk@bbklaw.ccsend.com] on behalf of Best Best & Krieger LLP [reply@bbkbuletins.com]
Sent: Thursday, May 21, 2015 2:53 PM
To: Henry Taboada
Subject: BB&K Legal Alert: Proposed California Law Would Automatically Approve Applications for Cell Sites

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Telecommunications Law

Legal Alert

Proposed California Law Would Automatically Approve Applications for Cell Sites

Municipalities Should Act Immediately if They Wish to Make their Views Known to their Legislators

The California State Assembly's Local Government Committee has unanimously voted Assembly Bill 57 out of committee, moving the bill forward. If adopted in its current form, AB 57 would deem approved an application for new wireless towers and facilities if: (1) the city (including a charter city) or county fails to approve or disapprove the application within the time periods established in the Federal Communications Commission's 2009 Declaratory Ruling (24 FCC Rcd. 13994), and (2) all public notices regarding the application have been provided. The law would also apply to applications to collocate additional wireless facilities and devices on or adjacent to existing facilities.

READ MORE...

Follow-Up Contact: If you have any questions about this legislation or how it might impact your municipality, contact Gail Karish at Gail.Karish@BBKlaw.com or Thomas Oh at Thomas.Oh@BBKlaw.com.

Recent Alerts/Articles

New Rules on Location of Wireless 911 Calls

The Feds & the FCC: Exploring Activities Impacting Local Governments

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WOULD AUTOMATICALLY APPROVE APPLICATIONS FOR CELL SITES

LEGAL ALERTS

Municipalities Should Act Immediately if They Wish to Make their Views Known to their Legislators

MAY 21, 2015



The California State Assembly's Local Government Committee has unanimously voted Assembly Bill 57 out of committee, moving the bill forward. If adopted in its current form, AB 57 would *deem approved* an application for *new* wireless towers and facilities if: (1) the city (including a charter city) or county fails to approve or disapprove the application within the time periods established in the Federal Communications Commission's 2009 Declaratory Ruling (24 FCC Rcd. 13994), and (2) all public notices regarding the application have been provided. The law would also apply to applications to collocate additional wireless facilities and devices on or adjacent to existing facilities

The FCC's 2009 Declaratory Ruling referred to in AB 57 interpreted a "reasonable period of time" to be 90 days for processing collocation applications, and 150 days for processing all other applications. In the 2009 ruling, the FCC also considered whether an application should be "deemed granted" when a state or local government fails to take action within these time periods, but rejected that remedy. The FCC said that, in any particular case, a locality that was challenged for failing to meet the federal deadline could show that more time was required to act on the application. The FCC recently reaffirmed that decision with respect to initial installations of facilities, and with respect to many collocations.

AB 57, on the other hand, would establish a strict, statewide requirement that would approve applications for initial installations not acted on within a very short period of time, regardless of the complexity of the proposal.

AB 57 also creates a "deemed granted" remedy for collocations. There is a federal "deemed granted" rule that applies to some collocations (those that do not involve a substantial change in the physical dimensions of existing facilities), but the AB 57 rule is broader, and applies to any application for collocation of equipment, facilities and antennas on or adjacent to an existing wireless facility. In addition, the FCC rule for collocations is being challenged in federal court, and may be struck down in whole or in part. If AB 57 is law, the California law would include a "deemed approved" remedy, even if the FCC rule was invalidated.

PEOPLE



Gail A. Karish
Partner
(213) 617-7491



Thomas Oh
Associate
(951) 826-8376

RELATED PRACTICE

Municipal Law

Telecommunications Law

Under AB 57, while notice must be given to the public, in many communities the time lines will not allow adequate opportunity for public participation, or time to develop a record that will allow localities to make a reasoned decision on an application or to establish appropriate conditions on an application. The time lines may also require localities to hire additional staff, adopt new procedures or give wireless applications priority over other pending applications.

AB 57 contains an express finding that wireless facilities are a matter of statewide concern, not a "municipal affair" — as that term is used in section 5 of Article XI of the California Constitution — so that charter cities would also be subject to its requirements.

For more information, please contact the attorney authors of this legal alert listed to the right in the Telecommunications Law practice group, or your BB&K attorney.

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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-6

Date: June 9, 2015
To: Honorable Board of Directors
From: General Manager
Subject: DRAFT POLICY NO. 3040 UTILIZATION OF DISTRICT RESOURCES TO ADDRESS THE FISCAL MANAGEMENT AND UTILIZATION OF DISTRICT RESOURCES

RECOMMENDATION:

Discussion and possible first reading of new Policy No. 3040 Utilization of District Resources to address the fiscal management and allocation of District resources.

BACKGROUND:

From time to time issues have arisen as to the manner and methods for the allocation of staff hours and resources. A recent example was the review of the District's policies and procedures for bidding a CIP project. In that instance, it was quite evident that there were a number of different Board policies which govern that activity. Moreover, there have been several instances where Board members have discussed and raised questions concerning the District's reporting of its financial resources.

Therefore, it is recommended that the Board consider a new policy with a goal of providing greater clarity to the current manner and method of reporting the status of the District's finances and allocation of its resources. The attached draft Policy No. 3040 has been reviewed by General Counsel.

ATTACHMENTS:

1. Draft Policy No. 3040 Utilization of District Resources.

Rossmoor Community Services District

Policy

No. 3040

UTILIZATION OF DISTRICT RESOURCES

3040.1 Purpose: In order to more effectively utilize the resources and priorities of the District in terms of staff time and labor, this Policy shall apply to those situations where the General Manager receives requests or inquiries from individual Board members. This policy shall not apply to requests for public records pursuant to Government Code § 6250

3040.20 Procedure: A request or inquiry from a Board Member to the General Manager which the General Manager determines would consume an inordinate amount of time and/or labor to fulfill, may be placed on the next regularly scheduled agenda for consideration by the Board of Directors.

3040.30 Action by the Board: The Board shall consider any such requests or inquiries and provide direction to the General Manager.

DRAFT

Adopted: