

# ROSSMOOR

COMMUNITY SERVICES DISTRICT



## Regular Meeting of the Board

Agenda Package

**February 11, 2014**

PUBLIC COPY

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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, February 11, 2014**

**7:00 p.m.**

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**A. ORGANIZATION**

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, Coletta, Kahlert, DeMarco  
President Maynard
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 PUBLIC WORKS/CIP COMMITTEE RE; MID-YEAR CAPITAL PROJECTS AND BUDGET ADJUSTMENTS.

**E. CONSENT CALENDAR**

1. MINUTES:
  - a. Regular Board Meeting of January 14 2014
  - b. PIFC Meeting of January 14, 2014
2. DECEMBER REVENUE AND EXPENDITURE REPORT
3. QUARTERLY STATUS REPORT
4. QUARTERLY RECREATION REPORT
5. QUARTERLY TREE 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**-None

H. **REGULAR CALENDAR**

1. FY 2013-2014 MID-YEAR BUDGET ADJUSTMENTS.
2. DISCUSSION AND POSSIBLE ACTION REGARDING LOCATION AND PLACEMENT OF SOUTHERN CALIFORNIA GAS CO. SMART METERS AND TRANSMISSION ANTENNAS IN ROSSMOOR.
3. AUTHORIZE GENERAL MANAGER TO SOLICIT PROPOSALS FOR CONDUCTING A FEE STUDY OF DISTRICT FACILITIES AND FIELDS.

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**

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION  
Pursuant to Gov't Code section 54956.9(d)(1)

Name of Case: *RCSD v. Steven Wickser, et al.*  
OC Superior Court Case No. 30-2013-00687577-CU-MC-CJC

**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](http://www.rossmoor-csd.org).*

**CERTIFICATION OF POSTING**

I hereby certify that the attached Agenda for the February 11, 2014, 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 Feb 4, 2014\_\_\_\_\_

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-1**

**Date:** February 11, 2014  
**To:** Honorable Board of Directors  
**From:** Public Works/CIP Committee  
**Via:** General Manager  
**Subject:** FY 2012-2013 CAPITAL IMPROVEMENT FUND 40 BUDGET  
AND PROJECT LIST AMENDMENTS

**RECOMMENDATION:**

Discussion and possible action on the report of the Public Works/CIP Committee recommending revised project lists and proposed budgets for inclusion with the Mid-Year Budget Adjustment.

**BACKGROUND:**

The Public Works/CIP Committee met on February 4, 2014 to review the current state of the District's FY 2013-2014 CIP project list and Fund 40 budget. The Committee discussed the addition of new projects to the Project List. These included:

a. Upgrade of District Computer Network

The District was recently informed that after April 2014, Microsoft will no longer support computer applications older than Windows 7. Many of the District's computer work stations and the server fall into that category. In order to ensure the District's ongoing operation, it will be necessary to migrate to new equipment and software.

The District's IT consultant, BreaIT has provided the District with recommendations and pricing for the upgrade. Attached are documents which provide details for the cost of equipment and software. It should be noted that the option recommended by staff and our consultants were to remain with the in-house rather than the all-inclusive cloud-based methodology. The reasons for this

recommendation are contained in the IT Services Report and a memorandum from BreaIT. It should be noted that we currently operate in a hybrid cloud based environment.

This project does not fit the criteria for a capital improvement project. While it meets the five-year and over \$5,000 criteria, it is considered a maintenance project rather than a capital project. However, this is an unbudgeted expense which cannot be accomplished with the current Fund 10 budget.

Therefore, there are two options for paying for the upgrade:

1) Place the project into Fund 40 and make budget and project list adjustments to accommodate the expenditure.

2) Transfer funds from Fund 40 into Fund 10 in the amount of \$17,500 and make the appropriate adjustments to Fund 40.

The results are the same, but option No. 2 provides for accurate accounting. Staff and the Public Works/CIP Committee recommend option No. 2.

There was also considerable discussion by the Committee regarding the merits of moving to a total cloud environment. Staff was requested to more thoroughly research this option and to inform the Committee of the results of that research.

#### b. Signature Wall Rehabilitation Project

An investigation into a noticeable deterioration of certain portions of the wall has concluded that a constant watering of the adjacent parkway in the City of Los Alamitos has resulted in a splaying and crumbling of a great number of bricks. A removal of 20 bricks indicated no moisture from the backside of the wall. It should be noted that when staff discovered the overwatering during a night time inspection that Los Alamitos immediately adjusted their sprinkler system to avoid water spray onto the wall.

Subsequently, staff contacted the District's insurance provider, SDRMA to determine if the damage was covered by our policy. Since this was not accidental damage but damage over a period of years, SDRMA stated that the policy would not cover the cost of replacement of the damaged bricks. They did, however, have an adjuster provide the District with an assessment of the damage and a cost estimate in the amount of approximately \$57,211.

The Committee discussed two options for the project:

1) File a claim with the City of Los Alamitos in the amount of the estimated repairs. This option would require a thorough assessment of the likelihood of prevailing on the claim, the cost of litigation and the political fallout from such an action. Moreover, the City of Los Alamitos has adjusted their sprinklers to avoid overspray.

2) Utilize excess reserves from Fund 30 to pay for the repairs. There is a reserve amount of approximately \$175,000 in Fund 30. The project cost could then be transferred to Fund 40 and be treated as a capital improvement project.

Staff and the Public Works Committee recommend Option No. 2 as the most practical and timely method for restoring the Wall. The Committee also recommended that \$70,000 be transferred into Fund 40 for the project. The final cost will, of course, depend on the results of a bidding process for the project.

#### c. Rossmoor Signage Project

The Committee reviewed the status of the project and the projected budget increase needed to complete the project. A myriad of property owners, permitting and contractor issues have caused both delays and added costs. The Committee is recommending that no additional funds be added to the project's budget since it can be accommodated by use of fund balance in Fund 40.

The recommendations of the Committee are based on current information in anticipation of budget adjustments as a part of the District's Mid-Year Budget Adjustment. As refinements are made to actual project costs, adjustments to the Fund 40 Budget will be recommended to the Budget Committee and the Board.

#### **ATTACHMENTS:**

1. Public Works/CIP Committee Agenda Item C-1 dated February 4, 2014 re: Discussion with General Manager Regarding Status of CIP Fund 40 Budget and Project List.
2. Public Works/CIP Committee Agenda Proposed Revision to FY 2013-2014 CIP Fund 40 Budget and Project List.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM C-1**

**Date:** February 4, 2014  
**To:** CIP/Public Works Committee  
**From:** General Manager  
**Subject:** DISCUSSION WITH GENERAL MANAGER RE: FY 2013-2014 CIP  
FUND 40 BUDGET AND PROJECT LIST

**RECOMMENDATION:**

Review and make recommendations to the Board regarding Mid-Year Budget adjustments to the District's FY 2013-2014 Capital Improvement Program (CIP) Fund 40 Budget and Project List.

**BACKGROUND:**

Attached are the Fund 40 CIP/2013-2014 Adopted Budget and Project List for your reference. In anticipation of a Budget Committee Meeting to discuss Mid-year Budget adjustments for the remainder of the 2013-2014 program year, it is essential that the Committee make recommendations to the Budget Committee and ultimately to the Board in order to make amendments to the FY 2013-2014 Final Budget.

This program year has yielded great results and significant challenges. The Rush Park Playground project was completed on time and under budget at the end of 2013. A less complex project was the upgrade to the remainder of the Auditoriums HVAC system which now properly controls temperature to all configurations of the large space and staff and meeting rooms. There are no budget issues associated with those two projects,

An almost completed project is the installation of Rossmoor signage at three intersections of the northeast corner of Rossmoor. The ARCO station and the Lutheran Church corners are now installed. The doubling of the signage at the latter corner and unanticipated permitting costs have added to the project's budget. A redesign of the Rossmoor Car Wash location has also needed to be redesigned due to

boundary issues with Los Alamitos. Paradigm Design has submitted a status on the remaining location (attached). Thus, a budget adjustment is required to fully cover the full cost of the project.

More importantly, two new projects have arisen with substantial cost implications. First, the District has been informed that after April 2014, Microsoft will no longer support computer equipment older than Windows 7 which is most of the District's computers and server. We have received a cost estimate from our IT consultant, BreaIT for equipment of approximately \$15,000. This is based on an in-house configuration, not a cloud based configuration which is not recommended by staff or BreaIT at this time. Further, this is a non-budgeted expense which cannot be absorbed by Fund 10.

It is therefore recommended that funds in the proper amount be transferred from Fund 40 to Fund 10. This is not considered a capital project and should logically be funded out of Fund 10. This, of course requires a restructuring of the project list for Fund 40 in this fiscal year.

Second, an investigation of deterioration of bricks on the Signature Wall has determined that the cause of the damage is the result of overspray from the irrigation of the adjacent parkway in the City of Los Alamitos. It has also been determined that the damage to the Wall is not covered by the District's insurance carrier, SDRMA. This is because the damage is not accidental, but from damage over a significant period of time. Los Alamitos adjusted the sprinkler system when they were informed about the damage.

The District has two options for paying for the repair of the Wall. It can file a claim for damages to the City of Los Alamitos, but that decision would need to be tempered with the likelihood of success with the claim, the cost of litigation should the District not prevail and the political outfall from filing of such claim.

Fortunately, there is another option which is to pay for the repairs from excess reserve funds in Wall Fund 30. The estimated cost of repairs is approximately \$60,000 as determined by SDRMA's adjuster. Fund 30 has approximately \$175,000 in excess which can legally be used for this project. From an accounting perspective, however, it would make accounting sense to transfer the funds from Fund 30 to Fund 40 and include the project in the Fund 40 budget and project list.

Staff recommends the latter option as the most prudent course of action to accomplish the repairs.

Attached are reports and documents to assist the Committee in its deliberations and recommendations to Budget Committee and to the Board for its Mid-Year Budget Adjustment.

**ATTACHMENTS:**

1. Current FY 2013-2014 Fund 40 Capital Improvement Program Budget and Project List (based on actual expenditures to date).
2. Status of Completed, Current and Future Projects.
3. Emails dated January 29, 2014 from Cheryl Williamsen and January 29, 2014 from Cozette Dunlap with Attached Pictures and Drawing re: Redesign Carwash Monument Rossmoor Sign.
4. Memo dated January 27, 2014 from Mike Ryan, Account Manager BreaIT re: Cloud Computing for RCSD.
5. Chart of Hardware/Software Replacements and Upgrades.
6. IT Services Report-January 23, 2014 and Articles Regarding Cloud-Based System Applications.
7. Email Dated January 24, 2014 from SDRMA and Attached DMA Preliminary Report.

**CAPITAL IMPROVEMENT PROGRAM - FUND 40  
REVENUES / EXPENDITURES BY ACCOUNT NUMBER**

<b>ACCOUNT NO.</b>	<b>TITLE</b>	<b>2012-13 ACTUAL</b>	<b>2013-14 FINAL BUDGET</b>	<b>DECEMBER 2013 ACTUALS</b>	<b>2013-14 AMENDED BUDGET</b>	<b>VARIANCE</b>	<b>FOOTNOTE</b>
<b><u>Assigned Fund Balance, Beginning</u></b>		<b>189,789</b>	<b>226,319</b>	<b>226,319</b>	<b>226,319</b>		
<b><u>Revenues</u></b>							
	Other Financing Sources (Improvement Fund)	0	0	0	0	0	
<b><u>Total Capital Improvement Program Revenues</u></b>		<b>189,789</b>	<b>226,319</b>	<b>226,319</b>	<b>0</b>	<b>0</b>	
<b><u>Expenditures</u></b>							
	Dept.						
	Rossmoor Park	9,276	0	0	0	0	
	Montecito Center	8,150	0	0	0	0	
	Rush Park	30,145	194,950	125,463	170,413	(24,537)	Tot Lot Paid for in December
	General	15,899	16,050	13,429	16,050	0	
<b><u>Total Expenditures</u></b>		<b>63,470</b>	<b>211,000</b>	<b>138,892</b>	<b>186,463</b>	<b>(24,537)</b>	
<b><u>Revenues Less Expenditures</u></b>		<b>126,319</b>	<b>15,319</b>	<b>87,427</b>	<b>(186,463)</b>		
<b><u>Transfers In</u></b>		<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>		
<b><u>Transfers Out</u></b>							
<b><u>Assigned Fund Balance, End of Year</u></b>		<b>226,319</b>	<b>15,319</b>	<b>87,427</b>	<b>39,856</b>		

**FOUR-YEAR CAPITAL IMPROVEMENT PROGRAM BUDGET**

**2013-2014 AMENDED BUDGET - FUND 40**

PROJECT TITLE	Actual FY 2012-2013	FINAL BUDGET 2013- 2014	DECEMBER 2013 ACTUALS	AMENDED BUDGET 2013- 2014	2013-2014 VARIANCE	Information Only FY 2014-2015	Information Only FY 2015-2016	Information Only FY 2016-2017
<b>REVENUES</b>								
Previous Transferred Available Funds	\$189,789	\$226,319	\$226,319	\$226,319		\$15,319	(\$275,981)	(\$275,981)
Transfer from Fund 10	\$0	0	0	0		0	0	0
Transfer from Fund 20 (thru Fund 10)	\$100,000	0	0	0		0	0	0
Prop 1A Payback and Interest from State	\$0	0	0	0		0	0	0
<b>TOTAL REVENUES</b>	<b>\$289,789</b>	<b>\$226,319</b>	<b>\$226,319</b>	<b>\$226,319</b>	<b>\$0</b>	<b>\$15,319</b>	<b>(\$275,981)</b>	<b>(\$275,981)</b>
<b>EXPENSES</b>								
<b>ROSSMOOR PARK</b>								
Replace Chain Link Fencing Around Backstops								
<b>ROSSMOOR PARK SUBTOTAL</b>	<b>\$9,276</b>	<b>\$0</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>MONTECITO</b>								
Redesign Interior						\$95,000		
Redesign Courtyard						\$49,800		
<b>MONTECITO SUBTOTAL</b>	<b>\$8,150</b>	<b>\$0</b>			<b>\$0</b>	<b>\$144,800</b>	<b>\$0</b>	<b>\$0</b>
<b>RUSH PARK</b>								
Replace Peripheral HVAC System in Auditorium - COMPLETED	\$24,000							
Tot Lot Equipment - Swing Set and Hooded Slides (2) to be consistent with safety regulations. COMPLETED		150,000	125,463	125,463	\$24,537			
Parking Lot Repair		\$25,000	\$0	\$25,000	\$0			
Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting		19,950	0	19,950	\$0			
Baseball Field - Replace with dustless dirt. Sked TBD.						35,000		
Rehabilitate and Upgrade Outdoor Men's Restrooms (including waterless urinals) (\$667 spent on design in FY 2011-12)						14,000		
Revise Landscape						20,700		
Canopy Entrance for Auditorium						37,800		
Replace Temporary Picnic Canopy with Permanent Shade Structure						39,000		
Install Solar Panels						TBD		
Outlet and Circuit Breaker for Movies and Concerts in the Park. (TBD in which FY.) = \$10,500								
<b>RUSH PARK SUBTOTAL</b>	<b>\$30,145</b>	<b>\$194,950</b>	<b>\$125,463</b>	<b>\$170,413</b>	<b>\$24,537</b>	<b>\$146,500</b>	<b>\$0</b>	<b>\$0</b>
<b>GENERAL</b>								
Rossmoor Shopping Village Signage		\$16,050	\$13,429	\$16,050	\$0			
Irrigation Box for Rossmoor Triangle								
Security Cameras at Rossmoor Entrances (added 2/12/13)								
<b>GENERAL SUBTOTAL</b>	<b>\$15,899</b>	<b>\$16,050</b>	<b>\$13,429</b>	<b>\$16,050</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>TOTAL EXPENSES</b>	<b>\$63,470</b>	<b>\$211,000</b>	<b>\$138,892</b>	<b>\$186,463</b>	<b>\$24,537</b>	<b>\$291,300</b>	<b>\$0</b>	<b>\$0</b>
<b>ENDING FUND BALANCE</b>	<b>\$226,319</b>	<b>\$15,319</b>	<b>n/a</b>	<b>\$39,856</b>		<b>(\$275,981)</b>	<b>(\$275,981)</b>	<b>(\$275,981)</b>

## CIP Projects

**FY 2013-14 Beginning Fund Balance  
Budgeted FY 2013-2014**

RUSH PARK Replace Peripheral HVAC System in Auditorium -  
COMPLETED FY 2012-13

RUSH PARK Tot Lot Equipment - Swing Set and Hooded Slides (2) to be  
consistent with safety regulations. COMPLETED - Budget was  
\$150,000, spent \$124,463

RUSH PARK Parking Lot Repair

RUSH PARK Upgrade Auditorium Lamp Fixtures and Install  
Emergency Lighting

GENERAL Rossmoor Shopping Village Signage

**ADDED PROJECT** - General Transfer to Fund 10 to Upgrade  
Server and Computers

**ADDED PROJECT** - General Rossmoor Wall Transfer in \$60,000  
from Fund 30 - Wall Repair (40-30-6005) \$60,000. Fund 40 not  
impacted due to transfer in from Fund 30.

Budgeted	12/31/13 Spent	Remaining Budgeted Funds	Running total Spent by 12/31/13	Budgeted
			<b>\$226,319</b>	<b>\$226,319</b>
\$150,000	\$125,463	\$24,537	\$100,856	\$100,856
\$25,000	\$0	\$25,000	\$100,856	\$75,856
\$19,950	\$0	\$19,950	\$100,856	\$55,906
\$16,050	\$13,429	\$2,621	\$87,427	\$39,856

\$15,000

\$0

**Future CIP Projects Listed**

Montecito Courtyard	\$95,000
Montecito Redesign Interior	\$49,800
Rush Park Baseball Field replace dustless dirt	\$35,000
Rush Park Upgrade Outdoor Men's restrooms	\$14,000
Rush Park Revise Landscape	\$20,700
Rush Park Canopy Entrance for Auditorium	\$37,800
Rush Park Permanent Shade Structure	\$39,000
Rush Park Outlet & Circuit Breaker for Movies & Concerts	\$10,000
General Security Cameras at Rossmoor Entrances	TBD
General Irrigation Box for Rossmoor Triangle	TBD
General Upgrade Water Fountains to be ADA Compatible	TBD

Microsoft Office Outlook Web Access

Type here to search | This Folder | Address Book | Options | Log Off

Mail | Calendar | Contacts | Deleted Items (90) | Drafts [7] | Inbox (6) | Junk E-mail | Sent Items

Click to view all folders | Manage Folders...

Reply | Reply to All | Forward | Move | Delete | Junk | Close

### RCSD Update on Car Wash Monument Sign

PARADIGM DESIGN [CWilliamsen@ParadigmDsn.com]

**Sent:** Wednesday, January 29, 2014 12:59 AM  
**To:** Cozette Dunlap [cozette@dddunlap.com]  
**Cc:** James Ruth; Henry Taboada  
**Attachments:** Car Wash Monolith detail.jpg (211 KB); Car Wash Monolith street.jpg (319 KB); CAR WashMonolith Site.pdf (40 KB) [Open as Web Page];

Hello Cozette,

I have been asked to provide an update for you on the status of the proposed Rossmoor Monument Sign at the Car Wash's Planter. Please bear with me while I explain what's transpired. Thank you. When we worked on this some months ago, it was determined, during the permitting-process with the County, that the planter has a parcel-line running through it that affects everything. This parcel line has been the County/City boundary line, since 1971, when Los Alamitos annexed sections of all properties along Katella Blvd. - all the way to the 605. (I have a large Annexation Map that I can send you if you'd like it)

The originally agreed-upon site to build the Rossmoor Monument Sign, is actually in Los Alamitos' jurisdiction. Despite the RCSD's multiple strategies to obtain sign permits from the City of Los Alamitos for a sign that says "Rossmoor", in Los Alamitos, they were denied permits.

The RCSD had a Civil Engineering firm accurately survey the property and determine where exactly the boundary line exists, so that they could propose a Rossmoor Monolith sign, on the County-side. With this survey in mind, my firm has designed a monolith of approximately 16" square x 5'-6" high. Attached is are two artists renderings of what this monolith would look like.

After your approval, the next step would be to amend the Exhibits of the Licensing Agreement and to contact Brad Hooper and have him approve it.

We anticipate that Brad will approve the new monolith, because the proposed location and the proposed "footprint" of the monolith will not affect any of the planter's palm trees.

Thank you for your time and we look forward to hearing from you.

Cheryl Williamsen, Principal  
 PARADIGM DESIGN  
 714-381-3459

Connected to Microsoft Exchange

## Henry Taboada

---

**From:** Cozette Dunlap [cozette@dddunlap.com]  
**Sent:** Wednesday, January 29, 2014 5:30 PM  
**To:** PARADIGM DESIGN  
**Cc:** James Ruth; Henry Taboada; 'hooperami@yahoo.com'  
**Subject:** RE: RCSD Update on Car Wash Monument Sign

Hi Cheryl – I have forwarded this to Brad Hooper as I would like his general opinion before I approve. I will get back to you as soon as I hear back from him.

Cozette DUnlap

---

**From:** PARADIGM DESIGN [mailto:CWilliamsen@ParadigmDsn.com]  
**Sent:** Tuesday, January 28, 2014 9:59 PM  
**To:** Cozette Dunlap  
**Cc:** Jim Ruth; Henry Taboada  
**Subject:** RCSD Update on Car Wash Monument Sign

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We anticipate that Brad will approve the new monolith, because the proposed location and the proposed "footprint" of the monolith will not affect any of the planter's palm trees.

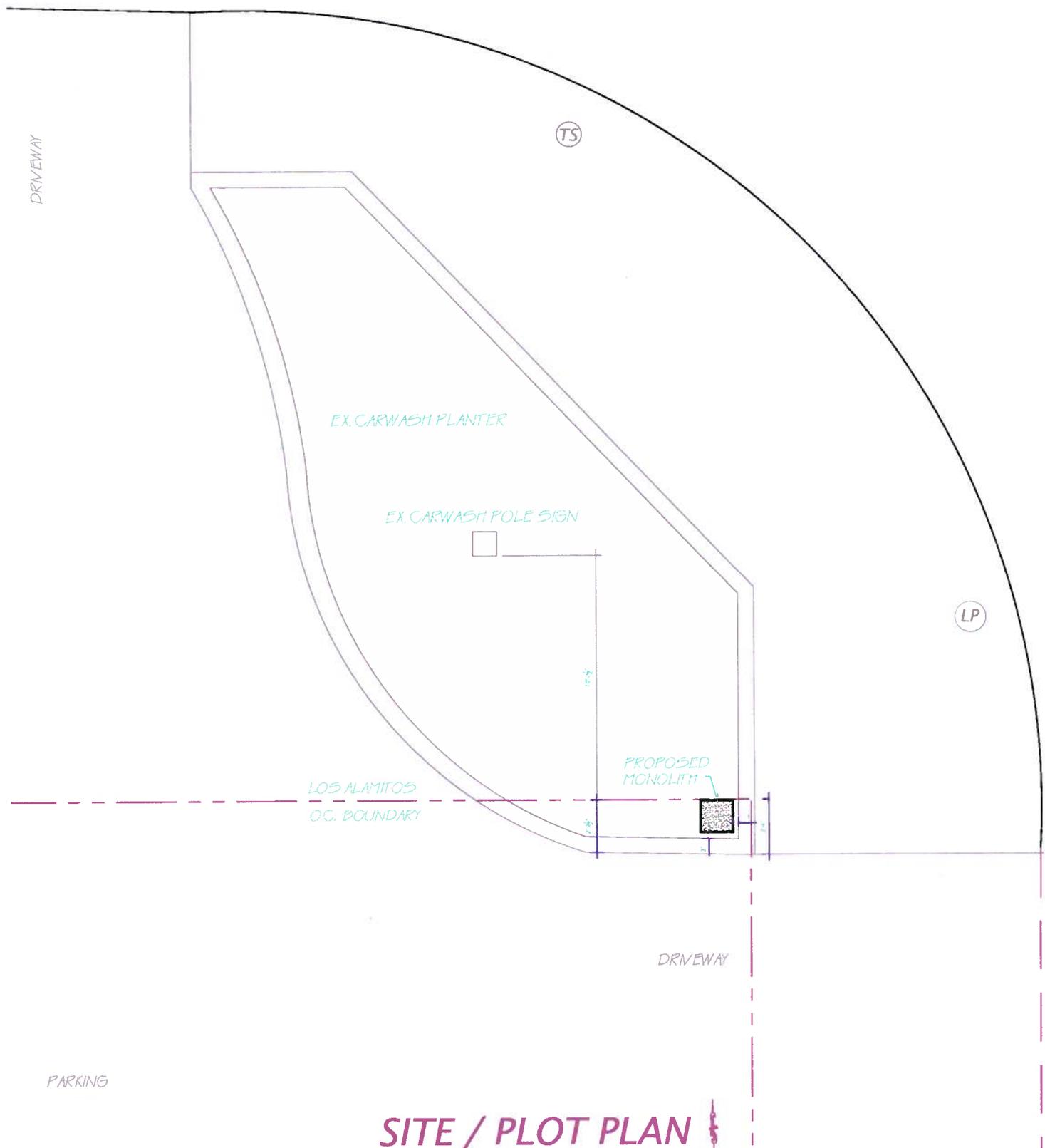
Thank you for your time and we look forward to hearing from you.

Cheryl Williamsen, Principal  
PARADIGM DESIGN  
714-381-3459



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Memorandum

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**Date: January 27, 2014**

**To: Jim Ruth, GM Rossmoor CSD**

**From: Mike Ryan, Account Manager, BreAIT**

**Subject: Cloud Computing for RCSD**

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The intent of this memo is to discuss the pros and cons of cloud computing and to recommend a solution for Rossmoor CSD for File Server replacement.

The current file server support and warranty for RCSD is due to expire in May 2014 so therefore must be replaced. We must either purchase a new physical server and house it on site or implement cloud computing and host the server and data offsite in a public cloud. Rossmoor is currently using cloud based systems for E-mail and storage of backup, both of these systems we feel are secure and a satisfactory choice for a entity of this size For the file server in most cases costs would be lower by going with a public cloud, however in this case we feel that cost alone cannot be the driving factor as other more pressing issues come into play. BreAIT's recommendation is to purchase a new physical server and house it on-site. Several factors played into this recommendation:

- Security of Data- Public clouds do not allow for dedicated servers, where only RCSD would be the sole entity using the equipment. IT staff would not have the ability to configure firewall, therefore opening up the district's data to possible hackers.
- Inability to select operating system- IT staff would not have the ability to select the best version of server OS to run the district's applications
- Increase cost in bandwidth-With all users accessing their file shares in the cloud, bandwidth would need to be increased.
- Possible outages and/or loss of internet- Staff would not be able to function if systems went down.
- E-discovery and legal costs-With all files off site any legal issues will incur increased cost. District would have to pay cloud provider additional fees to search, find , and transfer files that were requested by a public records request or subpoena opposed to using resources of already paid in house staff.

BreAIT is not opposed to cloud computing and we are actively using cloud services with many of our clients including Rossmoor. These applications are mainly back-up services where active control of the data is local and only a copy of the data is sent offsite.

We are also anticipating a State of California Department of Technology project that will develop a private cloud to be offered (at a cost) to local governments and special districts. This project is referred to as CalCloud but is still many months off for implementation. This private cloud is preferred because it will be offered only to local governments and special districts within the State of California giving local control to the IT staff. Government rules and regulations are understood and will be adhered to by the Department of Technology. The timing of this project does not allow us to wait as the district's server will be end of life in May 2014.

The rest of this document presents some information on Cloud Computing.

- The definition of Cloud Computing is the practice of using a network of remote servers hosted on the Internet to store, manage, and process data, rather than a local server or a personal computer.
- A public cloud is a set of computers and computer network resources based on the standard cloud computing model, in which a service provider makes resources, such as applications and storage, available to the general public over the Internet.
- A private cloud is virtualized cloud data centers inside your company's firewall. It may also be a private space dedicated to your company within a cloud provider's data center. An internal cloud behind the organization's firewall.

### **Pros of Cloud Computing:**

- Lower Costs in most cases due to not having to own hardware.
- Lower staff costs.
- Accessible anywhere you have an internet connection.
- Scalable if you need more or less storage.
- Safe from local environmental issues i.e. fire, flood, earthquake.
- Disaster recovery is possible as systems are off site and backed up elsewhere.
- Set up is quick and easy.

### **Cons of Cloud Computing:**

- Not in control of equipment and/or operating system or version.
- Rely on outside provider to rectify issues.
- Priority and speed of repairs to equipment not in your control.
- Possibility of sharing server with other outside users without your knowledge.
- Data Security, no control of firewall for hacker protection.
- If internet connection goes down loss of staff productivity.
- May need increased bandwidth.
- May be locked into a contract if not satisfied with operator's performance.
- May have to pay for services you do not use.
- E-Discovery issue.

Location	PC / SERVER	Warranty Expiration	Licensed OS that came w/unit	Recommendation	
Copy Room	PC: 88BWZ91 - Spare PC used by Staff/HT	5/17/2011	Win XP	not upgradable to Win 7	\$700 *
GM Office	PC: 9H1MJS1 - Jim Ruth	2/16/2015	Win 7 Pro	Rebuild PC with Win 7	\$300
GM Asst Office	PC: CXGCDK1 - Liz Deering	9/18/2014	Vista Pro	Rebuild PC with Win 7 - with memory upgrade to 4 gig	\$300
Front Desk	PC: FVR0ZH1 - Jessica Verduzco	1/20/2013	Win XP	NONE - PC was recently upgraded to Win 7 with additional RAM	\$0
Accounting Office	PC: 2091MD1 - Kathy Bell	9/6/2012	Win XP	not upgradable to Win 7	\$700
Public Works Office	PC: 68BWZ91 - Mary Kingman	5/17/2011	Win XP	not upgradable to Win 7	\$700
Public Works Office	PC: 98BWZ91 - Omero Perez	5/17/2011	Win XP	not upgradable to Win 7	\$700
Copy Room	PC: 2MFZ3D1 - VPN PC	6/20/2009	Win XP	not upgradable to Win 7	\$700
Rossmoor Park Office	PC: 2VXK5C1 - Emily Gingras	11/29/2011	Win XP	not upgradable to Win 7	\$700
Board Rm	PC: 8CD3ZM1 - Vostro Laptop	1/26/2014	Win 7 Pro	Rebuild with Win 7	\$300
Copy Room	SERVER: PowerEdge 840	May-14	Server 2003	Replace	\$5,000
	<i>New PC cost - \$700</i>	<b>TOTAL HARDWARE COST ESTIMATE</b>			<b>\$10,100</b>
	<i>Upgrade license to Win 7 -\$200</i>	Fund Balance Accounting Software Upgrade			<b>\$59.00</b>
	<i>Memory upgrade cost per PC - \$100</i>	Adobe PDF Agenda Software Upgrade			<b>\$300</b>
	<i>New server cost - \$5000</i>	Addtl. Labor Costs: PC Install-30hrs/Server Install-14 hrs=44 hrs			<b>\$4,600</b>
	<i>Hourly Rate=\$105</i>	<b>TOTAL COST ESTIMATE:</b>			<b>\$15,059</b>

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NOTE: Microsoft will no longer support Windows XP as of 2014 - XP machine are still usable, just not supported and security patches will no longer be released by Microsoft.

\*Evaluate Need and/or if the staff iPad could be used in its place.

## IT SERVICES REPORT-January 23, 2014



### **BACKGROUND:**

1. Preparation for upcoming Budget and CIP Committee meetings to discuss necessary IT equipment upgrades to include the server, hardware and software. Information gathering for agenda staff report to the Board.

### **MEETINGS:**

2. **Tuesday, January 14<sup>th</sup>:** Administrative Assistant/IT Management Liaison met with General Manager Jim Ruth, Brea IT Supervisor Mike Ryan and External Affairs Consultant Henry Taboada regarding Cloud-Based solution options as compared to more traditional hardware and software upgrades. We requested a comprehensive list of Pros and Cons. Concerns about migrating to a Cloud-Based environment were analyzed. Some of the primary concerns were lack of direct control over the District's remotely stored data or the provider's server maintenance schedule. Many cloud-based service providers are unreliable and transient by nature and in many cases the servers are located overseas which presents data ownership and privacy breach concerns. If you are unhappy with the service it can be difficult to move data to another Cloud Provider. Data housed in the Cloud is entirely internet reliant. No internet connection=No ability to access data. On the flip side, since data can be accessed from anywhere, anyone can access it—especially hackers. Bandwidth size could present router issues. Solar and satellite issues are also factors to consider.

On the Pro side, Cloud based providers work well with small businesses and home based businesses. Costs reductions are realized due to software upgrades being performed automatically in the Cloud and included with the monthly fee for SaaS (Software as a Service). Hardware costs and staff costs are also reduced. Data is accessible from anywhere. The service is also scalable—you can add-on services and storage as needed. Many Cloud providers are working to improve service and security. However, Cloud Solutions haven't reached the acceptable level of stability and security conducive to a local government agency.

Topics of discussion also included the server as the head of the organization. It is a fact that our current server plays many roles: it acts as a Data Server, a DNS (Domain Name) Server, Anti-Virus Server, Authentication Server/Firewall, Printer Server, and it houses our Finance information. This in house server allows us to access other computers and drives on the network in the event one goes down, and tells our computers which printer to print to. Our finance data is housed within this internal server rather than in a shared Cloud environment vulnerable to hackers.

Finally, we highlighted the fact that we already operate a Hybrid Cloud Environment, which includes cloud-based *Mozy Pro* server data backup software, *Fat Cow* web-based MS Exchange email, Tyler Technologies *Fund Balance* software, and our portable iPads. It was the consensus of the attendees that migrating to the Cloud at this time was premature as there were just too many unknowns and security risks. Cloud solutions were still in their infancy and their reliability is unproven. Data breaches are common. Mike Ryan stated that none of his other clients were entirely migrated to the Cloud. Hybrid solutions, like ours were the standard.

## IT SERVICES REPORT-January 23, 2014



### FOLLOW UP:

We requested that Mike Ryan provide us with a complete list of pros and cons for our staff report, obtain quotes from known cloud providers such as Microsoft and Dell, information on bandwidth size and provide any other pertinent data in order to make an informed decision for the District. Mike Ryan projected that going the traditional route would extend the life of our IT equipment for approximately 7 years.

3. **Thursday, January 23<sup>rd</sup>:** Scott Lai explained that in addition to our current server, which backs up nightly to a cloud-based solution called Mozy Pro, there is another smaller backup device which backs up data on a weekly basis. **He noticed that the server had been disconnected over the weekend due to (what appeared to be) someone accidentally bumping into and disconnecting the connector cable.** This resulted in disruption to the back up process. He stated that best practice is to have the server housed on a rack and locked at all times. Apparently this is the standard practice at other Cities/Districts.
4. **Friday, January 24<sup>th</sup>:** Spoke to Mike Ryan via email regarding the status on his data collection for the February agenda staff report. He stated that he should have the information to us by the beginning of the week of the 27<sup>th</sup>.



**Gene Marks**, Contributor

I cover technologies helping companies be quicker, better, wiser.

TECH | 4/29/2013 @ 11:17AM | 92,717 views

## Do You Replace Your Server Or Go To The Cloud? The Answer May Surprise You

Is your server or servers getting old? Have you pushed it to the end of its lifespan? Have you reached that stage where it's time to do something about it? Join the crowd. You're now at that decision point that so many other business people are finding themselves this year. And the decision is this: do you replace that old server with a new server...or do you go to: the cloud.



Cloud (Photo credit: Wikipedia)

Everyone's talking about the cloud nowadays so you've got to consider it, right? This could be a great new thing for your company! You've been told that the cloud enables companies like yours to be more flexible and save on their IT costs. It allows free and easy access to data for employees from wherever they are, using whatever devices they want to use. Maybe you've seen the [recent survey](#) by accounting software maker MYOB that found that small businesses that adopt cloud technologies enjoy higher revenues. Or perhaps you've stumbled on [this analysis](#) that said that small businesses are losing money as a result of ineffective IT management that could be much improved by the use of cloud based services. Or the [poll](#) of more than 1,200 small businesses by technology reseller CDW which discovered that "...cloud users cite cost savings, increased efficiency and greater innovation as key benefits" and that "...across all industries, storage and conferencing and collaboration are the top cloud services and applications."

So it's time to chuck that old piece of junk and take your company to the cloud, right? Well...just hold on.

There's no question that if you're a startup or a very small company or a company that is virtual or whose employees are distributed around the world, a cloud based environment is the way to go. Or maybe you've got high internal IT costs or require more computing power. But maybe that's not you. Maybe your company sells pharmaceutical supplies, provides landscaping services, fixes roofs, ships industrial cleaning agents,

manufactures packaging materials or distributes gaskets. You are not featured in *Fast Company* and you have not been invited to presenting at the next Disrupt conference. But you know you represent the very core of small business in America. I know this too. You are just like one of my company's 600 clients. And what are these companies doing this year when it comes time to replace their servers?

These very smart owners and managers of small and medium sized businesses who have existing applications running on old servers are not going to the cloud. Instead, they've been buying new servers.

Wait, buying new servers? What about the cloud?

At no less than six of my clients in the past 90 days it was time to replace servers. They had all waited as long as possible, conserving cash in a slow economy, hoping to get the most out of their existing machines. Sound familiar? But the servers were showing their age, applications were running slower and now as the companies found themselves growing their infrastructure their old machines were reaching their limit. Things were getting to a breaking point, and all six of my clients decided it was time for a change. So they all moved to cloud, right?

Nope. None of them did. None of them chose the cloud. Why? Because all six of these small business owners and managers came to the same conclusion: it was just too expensive. Sorry media. Sorry tech world. But this is the truth. This is what's happening in the world of established companies.

Consider the options. All of my clients' evaluated cloud based hosting services from [Amazon](#), [Microsoft](#) and [Rackspace](#). They also interviewed a handful of cloud based IT management firms who promised to move their existing applications (Office, accounting, CRM, databases) to their servers and manage them offsite. All of these popular options are viable and make sense, as evidenced by their growth in recent years. But when all the smoke cleared, all of these services came in at about the same price: approximately \$100 per month per user. This is what it costs for an existing company to move their existing infrastructure to a cloud based infrastructure in 2013. We've got the proposals and we've done the analysis.

You're going through the same thought process, so now put yourself in their shoes. Suppose you have maybe 20 people in your company who need computer access. Suppose you are satisfied with your existing applications and don't want to go through the agony and enormous expense of migrating to a new cloud based application. Suppose you don't employ a full time IT guy, but have a service contract with a reliable local IT firm.

Now do the numbers: \$100 per month x 20 users is \$2,000 per month or \$24,000 PER YEAR for a cloud based service. How many servers can you buy for that amount? Imagine putting that proposal out to an experienced, battle-hardened, profit generating small business owner who, like all the smart business owners I know, look hard at the return on investment decision before parting with their cash.

For all six of these clients the decision was a no-brainer: they all bought new servers and had their IT guy install them. But can't the cloud bring down their IT costs? All six of these guys use their IT guy for maybe half a day a month to support their servers (sure he could be doing more, but small business owners always try to get away with the minimum). His rate is \$150

per hour. That's still way below using a cloud service.

No one could make the numbers work. No one could justify the return on investment. The cloud, at least for established businesses who don't want to change their existing applications, is still just too expensive.

Please know that these companies are, in fact, using some cloud-based applications. They all have virtual private networks setup and their people access their systems over the cloud using remote desktop technologies. Like the respondents in the above surveys, they subscribe to online backup services, share files on DropBox and Microsoft's file storage, make their calls over Skype, take advantage of Gmail and use collaboration tools like Google Docs or Box. Many of their employees have iPhones and Droids and like to use mobile apps which rely on cloud data to make them more productive. These applications didn't exist a few years ago and their growth and benefits cannot be denied.

Paul-Henri Ferrand, President of Dell North America, doesn't see this trend continuing. "Many smaller but growing businesses are looking and/or moving to the cloud," he told me. "There will be some (small businesses) that will continue to buy hardware but I see the trend is clearly toward the cloud. As more business applications become more available for the cloud, the more likely the trend will continue."

He's right. Over the next few years the costs will come down. Your beloved internal application will become out of date and your only option will be to migrate to a cloud based application (hopefully provided by the same vendor to ease the transition). Your technology partners will help you and the process will be easier, and less expensive than today. But for now, you may find it makes more sense to just buy a new server. It's OK. You're not alone.

Besides Forbes, [Gene Marks](#) writes weekly for [The New York Times](#) and [Inc.com](#).

***Related on Forbes:***

[The 5 Largest Data Centers In The World](#)

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This article is available online at:

<http://www.forbes.com/sites/quickerbettertech/2013/04/29/do-you-replace-your-server-or-go-to-the-cloud-the-answer-may-surprise-you/>

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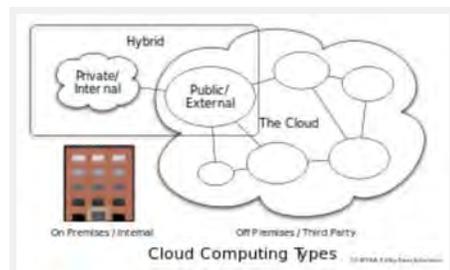
Oracle **Voice**

Simplify IT, Drive Innovation

TECH | 4/29/2013 @ 7:15AM | 11,027 views

# The New and Dangerous Threat to Cloud Computing

 **Bob Evans**, Oracle



(Wikipedia)

No, it's not security, and it's not privacy. It's not speed of provisioning, rogue credit-card purchases for skunk-works projects, or even integration hairballs.

No, the biggest threat to cloud-computing companies today is customer fatigue.

Businesses are tired of hearing the tech industry squawk about whether this or that is a managed service or a faux cloud or a virtualized cumulonimbus cluster or a passing shower or black cloud of doom.

They are tired of hearing what the NIST's definition of a cloud is or isn't, and whether the solution that's best for their global systems does or does not comply with the definitions of some self-appointed experts whose only certainty is that they'll capriciously change their definitions to match the prevailing winds.

A top tech executive from one of the world's leading telecom providers voiced this frustration the other day by saying that he's sick and tired of the intramural squabbles among IT companies over whether private clouds are superior to public clouds, and whether hybrids are really hybrids and are they all better or worse than on-premise platforms.

At some technical level, he said, those distinctions do indeed matter and

have to be designed properly and managed appropriately to deliver the desired outcomes under the required conditions.

But outside of that, he said, the only matter he truly cares about is whether the various solutions deliver to him the business value and flexibility that his company needs to be able to deliver great products and services to customers.

This executive made his points at an event for Oracle customers during a Q&A session with Oracle executive vice-president Thomas Kurian, who had been discussing what he views as the “false dichotomy” arising within some parts of the tech industry over private cloud versus public cloud. The fact is, Kurian said, that when properly designed and implemented, the differences to the business at large will be pretty much invisible.

And that same seamlessness, he said, should extend across not only public and private clouds but also hybrids and on-premise software: to everyone above the administration layer, the underlying platforms should be unknown, nondisruptive, and irrelevant.

The telecom exec made an excellent point about the rapidly growing acceptance of cloud computing among businesspeople: we’ve got the concept, he said, and we agree with the premise, and we want to tap into the potential—so let’s get on with it!

For cloud-computing providers, this presents a daunting challenge: can your products coexist smoothly and invisibly with all of the other platforms in the IT universe? Will your status as a niche provider make you more or less appealing to business-technology executives who’ve had more than enough of the cloud-philosophy debates and are now only interested in receiving the business value that’s been promised?

The customer’s complaint illuminates why Oracle decided long ago to make all of its applications available seamlessly across public clouds, private clouds, hybrids, and of course on-premise.

For Oracle, it’s not a matter of religion or a limited R&D budget or the constraints of an overly niched position: rather, it’s all about customer choice and value and flexibility. It’s about giving customers the options they want to match up with the shifting needs of global enterprises engaged in different markets with different business climates and varying regulatory requirements.

So more and more, I think the biggest threat facing cloud-computing companies will be whether or not they can get over the tech debates and instead deliver what customers want: full and unfettered choice across all of the delivery and consumption models: on-premise, public cloud, private cloud, and hybrid.

And good luck to those companies that will be forced to try to continue focusing on the technical details rather than the business value because they don’t have the capabilities that business customers are seeking. Because in today’s business climate, they’re going to need all the luck they can get.

*Follow me on Twitter at @bobevansIT.*

**RECOMMENDED READING:**

[10 Reasons Software On Silicon Redefines Enterprise Computing](#)

## Henry Taboada

---

**From:** Kathy Bell  
**Sent:** Friday, January 24, 2014 1:06 PM  
**To:** jruth@rossmoor-csd.org; Henry Taboada; Omero Perez  
**Subject:** FW: Wall Damage  
**Attachments:** Prelim pkg\_05.pdf

Please see adjuster's report. SDRMA will not cover any of these expenses.

---

**From:** Karen Lafferty [<mailto:KLafferty@sdrma.org>]  
**Sent:** Friday, January 24, 2014 10:06 AM  
**To:** Kathy Bell  
**Subject:** Wall Damage

Hi Kathy,

Attached is our adjuster's report, estimate and photos. As we discussed, there is no coverage under SDRMA's policy because this is not a sudden and accidental loss. Additionally, the policy specifically excludes loss or damage caused or resulting from wear, tear or gradual deterioration.

The wall shows wear and tear, primarily due to the water spray from the nearby sprinkler system. It appears the damage occurred over many months, if not years. We suggest you contact the City of Los Alamitos and consider filing a claim with this entity.

Sincerely,

*Karen*

Karen Lafferty AIC  
Senior Claims Examiner



Special District Risk Management Authority  
1112 I Street, Suite 300  
Sacramento, California 95814  
Tel: 916.231.4141 Fax: 916.231.4111  
Toll Free: 800.537.7790  
[www.sdrma.org](http://www.sdrma.org)

A proud CSDA Alliance partner.  
California Special Districts Association  
Special District Risk Management Authority  
CSDA Finance Corporation

 Please consider the environment before you print

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January 17, 2014

Karen Lafferty  
Special District Risk Mgmt Authority  
1112 I Street, Suite 300  
Sacramento, CA 95814

Email: KLafferty@sdrma.org

PRELIMINARY REPORT

Insured: Rossmoor Community  
Claim #: PR 5643  
D/Loss: 12/01/2012  
O/File: DOC-0005741

Dear Ms. Lafferty,

ASSIGNMENT

This assignment was received in our office on 01/08/2014. We were instructed to inspect the property damage and provide you with photographs and a repair estimate.

We contacted the insured on 1/09/14 and inspected the scene on 1/10/14.

COVERAGE QUESTION

This loss was caused by long term water damage caused by the City of Los Alamitos irrigation system. The insured stated that the parkway along Los Alamitos Blvd has a sprinkler system that was incorrectly being watered. The sprinklers were overspreading onto the insured's custom brick wall. The damage to the wall is due to the sprinkler water spraying for months or years. The water has permeated into the lower bricks and the brick faces are scared and falling apart.

During our inspection we noted other areas of the 20 year old wall that have wear and tear, but the lower areas are more severely worn and scarred due to the water spray. The estimated life span of a standard brick is 100 years according to our depreciation tables

ORIGIN OF LOSS

This loss was caused by water hitting the wall from the adjacent sprinkler system.

### PHOTOGRAPHS

We inspected the loss and our photographs are enclosed. During our inspection we found about one mile of intermittent damage to the brick wall. In areas of no grass, there is no extensive damage, only normal wear and tear. The insured performed a repair in one area with bricks that he had left over from a previous repair. We photographed that repair.

### SCOPE OF DAMAGE

The wall is actually a cinderblock wall with brick on both sides. The size of the brick is not standard and is no longer produced. The brick is damaged on one side only and only near the base of the wall and up to about 4 feet high in some places. To repair, the damaged brick needs to be removed by hand, the area cleared of debris and then re-installation of new bricks. This will be a labor intensive repair at each point of damage. We estimate that around 2,000 bricks will be needed in order to replace all the damaged brick.

### CLAIM & ADJUSTMENTS

The insured priced new brick and found that in order to purchase this custom size, the cost is about \$8,500 for 1,000 bricks. As noted above, we believe that the insured will need about 2,000 bricks to repair all of the damaged areas.

We have prepared the enclosed estimate for repairs in the amount of \$58,571.80 RCV and \$55,171.80 ACV. The recoverable depreciation is \$3,400. The depreciation is based upon the stated age of the structural components and as calculated by Xactimate.

Our labor estimate may be conservative as we noted about 100 sections of wall that sustained damage in varying degrees. Our estimate includes 4 hours per section.

Please note that we have not sent a copy of our estimate to the insured. Section 2695.9 (d) of the California Regulations requires the insurer to provide a copy of the estimate upon which settlement is based to its insured. We can provide a copy to the insured if you so advise us.

### SUBROGATION

Subrogation would be to the City of Los Alamitos. Please advise if you wish for us to obtain contact information for subrogation purposes.

### RECOMMENDATIONS

We recommend review of the insured's policy to determine if this long term damage is covered.

### FURTHER INVESTIGATION

Further handling as instructed

COMMENTS

We are taking this opportunity to submit our interim service invoice for your consideration. We will hold our file open for an additional 30 days pending any further instructions from your offices and our next report will follow in 30 days or less.

Sincerely,

*Paul Renard*

Paul Renard  
Adjuster  
prenard@davidmorse.com  
Phone: 714-999-2109

Encls:  
Photographs  
Estimate  
Activity Log  
Service Invoice



**David Morse & Associates**

ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

Insured: Rossmoor Community Services District  
Property: 3001 Blume Drive  
Rossmoor, CA 90720

Contact: (562) 430-3707

Estimator: Paul Renard  
Company: David Morse & Associates

Business: (714) 813-6235  
E-mail: [prenard@davidmorse.com](mailto:prenard@davidmorse.com)

**Claim Number:** PR5643

**Policy Number:**

**Type of Loss:** Water Damage

Date Contacted: 1/9/2014 10:00 AM

Date of Loss: 12/1/2012

Date Received: 1/8/2014

Date Inspected: 1/10/2014 9:30 AM

Date Entered: 1/14/2014 7:04 AM

Price List: CAOG7X\_JAN14  
Restoration/Service/Remodel  
Estimate: DOC-5741

This is a repair estimate only and not an authorization for repair. Authorization to repair must come from the owner of the property. Coverage for damages in this estimate is subject to final approval by the insurance company.

In order to comply with California Fair Claims Settlement Practices Regulations, Section 2695.9(f): Depreciation has been calculated based on condition and stated age of the property and applies only to property normally subject to repair and replacement during the useful life of the property. Section 2695.9(f) (1): The expense of labor necessary to repair, rebuild or replace covered property is not a component of physical depreciation and shall not be subject to depreciation or betterment. Therefore, any applicable depreciation has been applied to the material cost only.

FOR YOUR PROTECTION CALIFORNIA LAW REQUIRES THE FOLLOWING TO APPEAR ON THIS FORM OR OTHER EXPLANATORY WORDS OF SIMILAR MEANING. ANY PERSON WHO KNOWINGLY PRESENTS FALSE OR FRAUDULENT CLAIM FOR THE PAYMENT OF A LOSS IS GUILTY OF A CRIME AND MAY BE SUBJECT TO FINES AND CONFINEMENT IN STATE PRISON. CA INS. CODE §1871.2; CA INS. CODE §1879.2



**David Morse & Associates**

ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

**DOC-5741**

**DOC-5741**

DESCRIPTION	QUANTITY	UNIT	RCV	AGE/LIFE	USAGE	DEP %	DEPREC.	ACV
1. 2000 custom sized bricks per insured estimate 20 year age, 24 year lifespan	1.00 EA	17,000.00	17,000.00	0/NA	Normal	20% [%]	(3,400.00)	13,600.00
2. Mason - Brick / Stone - per hour	400.00 HR	58.56	23,424.00	0/NA	Normal	0%	(0.00)	23,424.00
3. Masonry - General Laborer - per hour	400.00 HR	40.39	16,156.00	0/NA	Normal	0%	(0.00)	16,156.00
4. Haul debris - per pickup truck load - including dump fees	5.00 EA	126.36	631.80	0/NA	Normal	0%	(0.00)	631.80
<b>Total: DOC-5741</b>			<b>57,211.80</b>				<b>3,400.00</b>	<b>53,811.80</b>
<b>Line Item Totals: DOC-5741</b>			<b>57,211.80</b>				<b>3,400.00</b>	<b>53,811.80</b>

[%] - Indicates that depreciate by percent was used for this item

[M] - Indicates that the depreciation percentage was limited by the maximum allowable depreciation for this item



**David Morse & Associates**

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**Summary for Dwelling**

Line Item Total		57,211.80
Material Sales Tax	@ 8.000%	1,360.00
<b>Replacement Cost Value</b>		<b>\$58,571.80</b>
Less Depreciation		(3,400.00)
<b>Actual Cash Value</b>		<b>\$55,171.80</b>
<b>Net Claim</b>		<b>\$55,171.80</b>
Total Recoverable Depreciation		3,400.00
<b>Net Claim if Depreciation is Recovered</b>		<b>\$58,571.80</b>

Paul Renard

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1 DSCF9023

Date Taken: 1/10/2014

Taken By: Paul Renard

Shows the north end of the wall in question - is 3 feet wide and 10 feet tall at this point

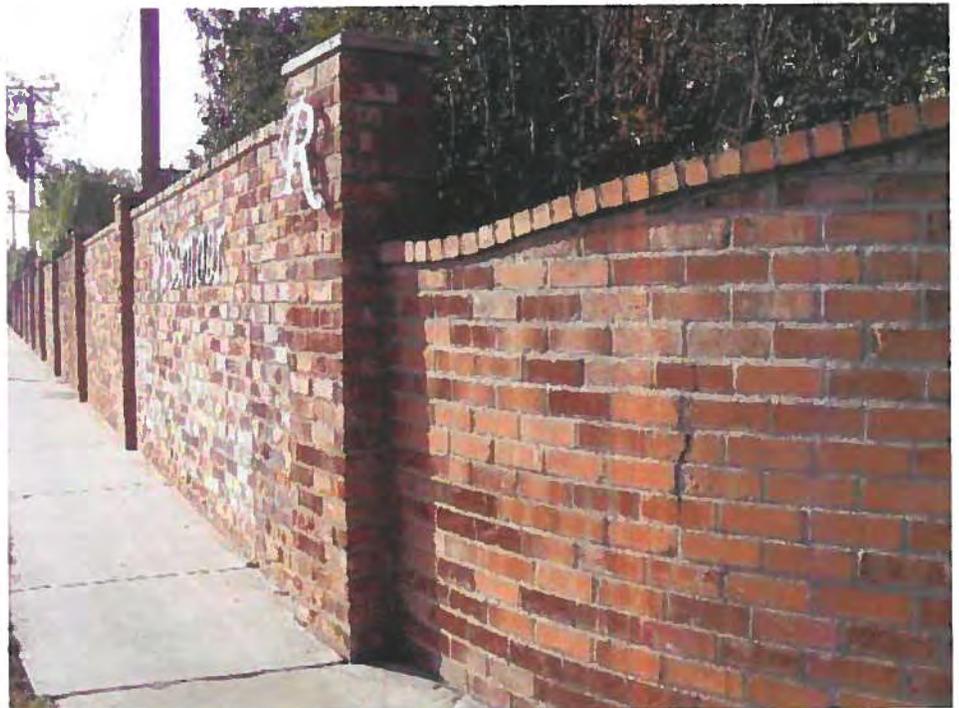


2 DSCF9024

Date Taken: 1/10/2014

Taken By: Paul Renard

Shows typical wall - 3 feet wide and 3 feet tall



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- 3 DSCF9025  
Date Taken: 1/10/2014  
Taken By: Paul Renard

The wall is about 1 mile long - each section is 17'6"



- 4 DSCF9026  
Date Taken: 1/10/2014  
Taken By: Paul Renard

Shows the City of Los Alamitos parkway - this area has water sprinklers that were overspraying and hitting the insured's wall





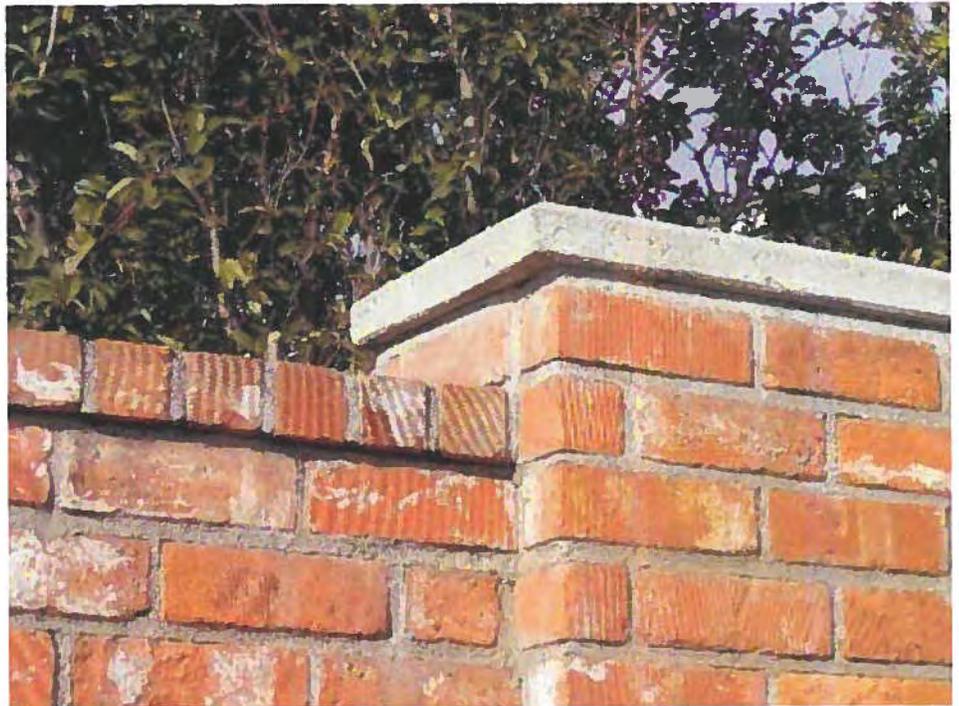
- 5 DSCF9027  
Date Taken: 1/10/2014  
Taken By: Paul Renard

This is a repair that the insured performed to see if the damage could be repaired - the insured only has a limited number of these replacement bricks - custom size



- 6 DSCF9028  
Date Taken: 1/10/2014  
Taken By: Paul Renard

Shows the wall is about 2 to 3 feet thick - has a cinderblock interior with full brick coverings on both sides



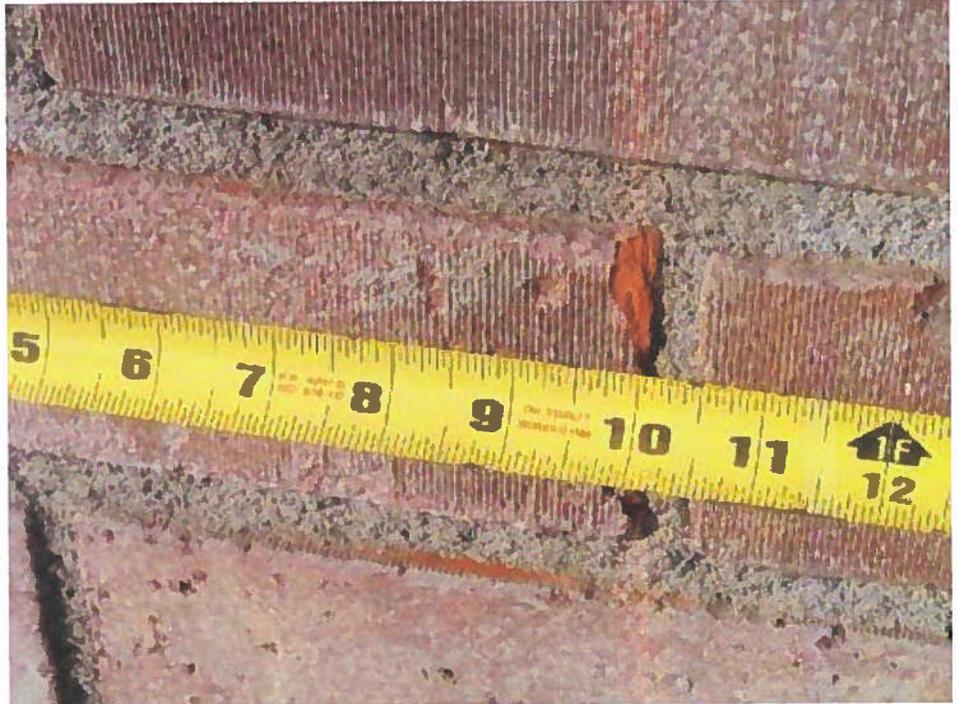
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7 DSCF9029

Date Taken: 1/10/2014

Taken By: Paul Renard

Typical brick is about 10 inches long



8 DSCF9030

Date Taken: 1/10/2014

Taken By: Paul Renard

Height measurement - about 4 inches high



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9 DSCF9031

Date Taken: 1/10/2014  
Taken By: Paul Renard

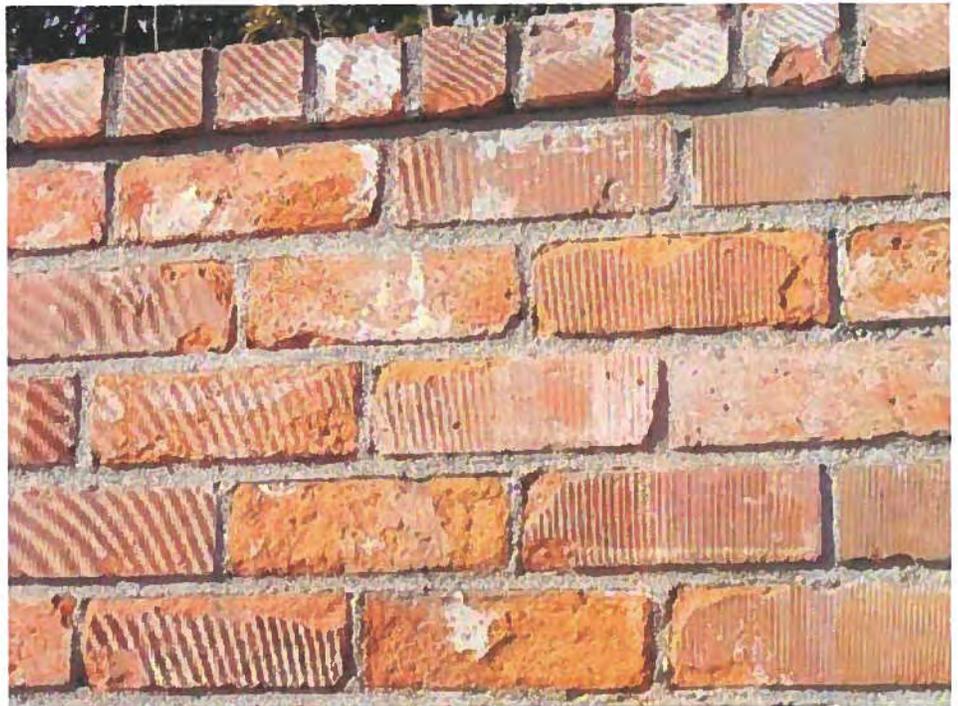
shows typical brick damage - due to the age of the brick, with the city sprinklers hitting the wall this damage was done - the damage is accelerated brick deterioration - the wall is 20 years old



10 DSCF9032

Date Taken: 1/10/2014  
Taken By: Paul Renard

typical non-damaged brick



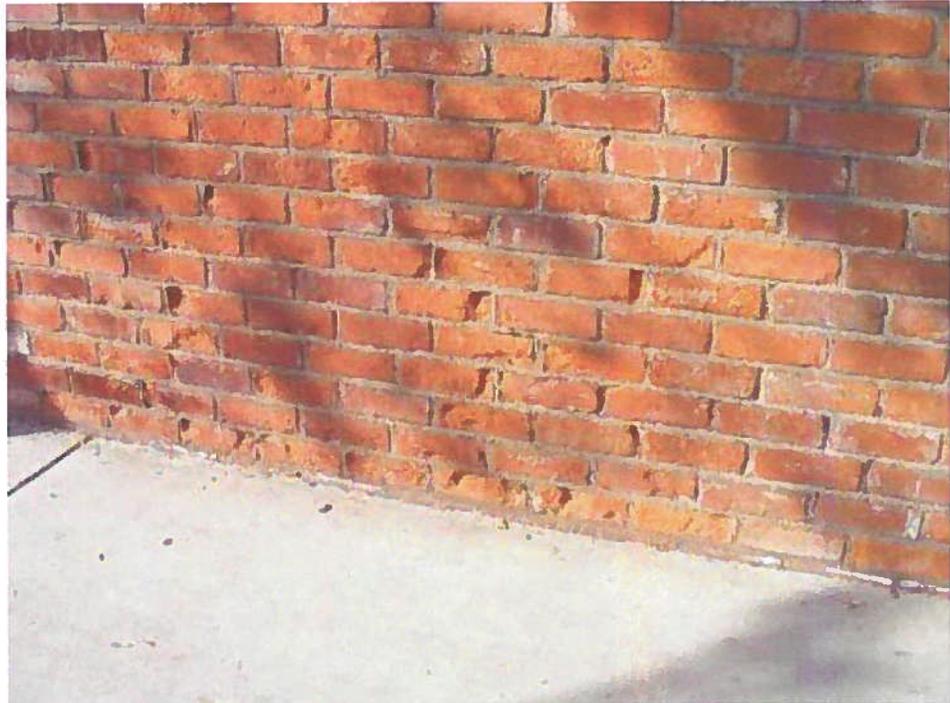


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11 DSCF9033  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
typical non-damaged brick

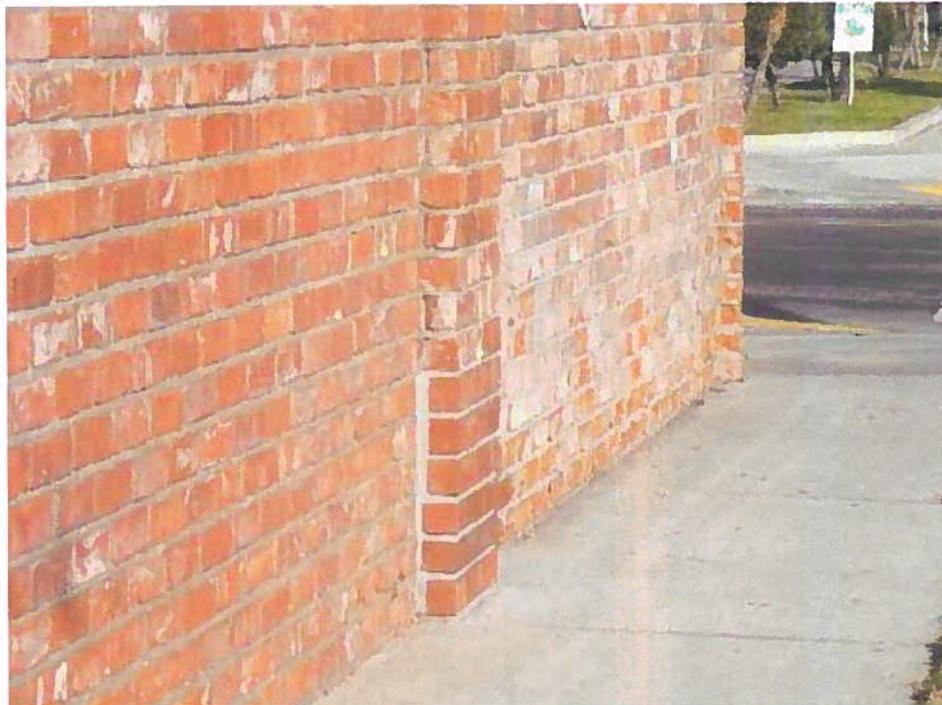


12 DSCF9034  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage

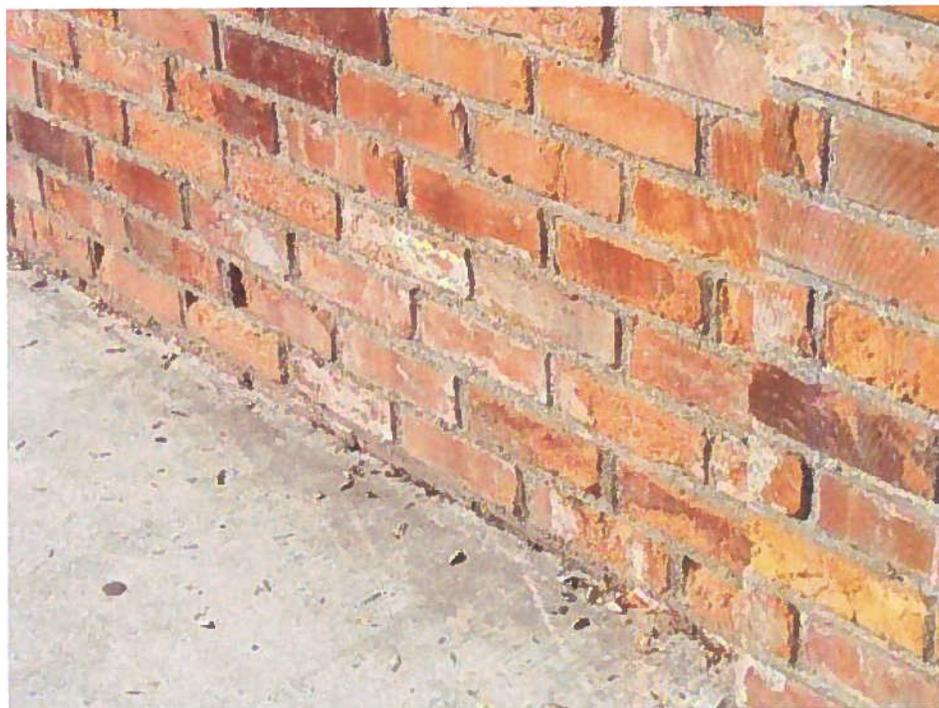




13 DSCF9035  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows the test repair



14 DSCF9036  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
minor damage





15 DSCF9037

Date Taken: 1/10/2014

Taken By: Paul Renard

the parkway that gets watered is about  
6 feet across



16 DSCF9038

Date Taken: 1/10/2014

Taken By: Paul Renard

minor damage from water overspray





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17 DSCF9039

Date Taken: 1/10/2014  
Taken By: Paul Renard

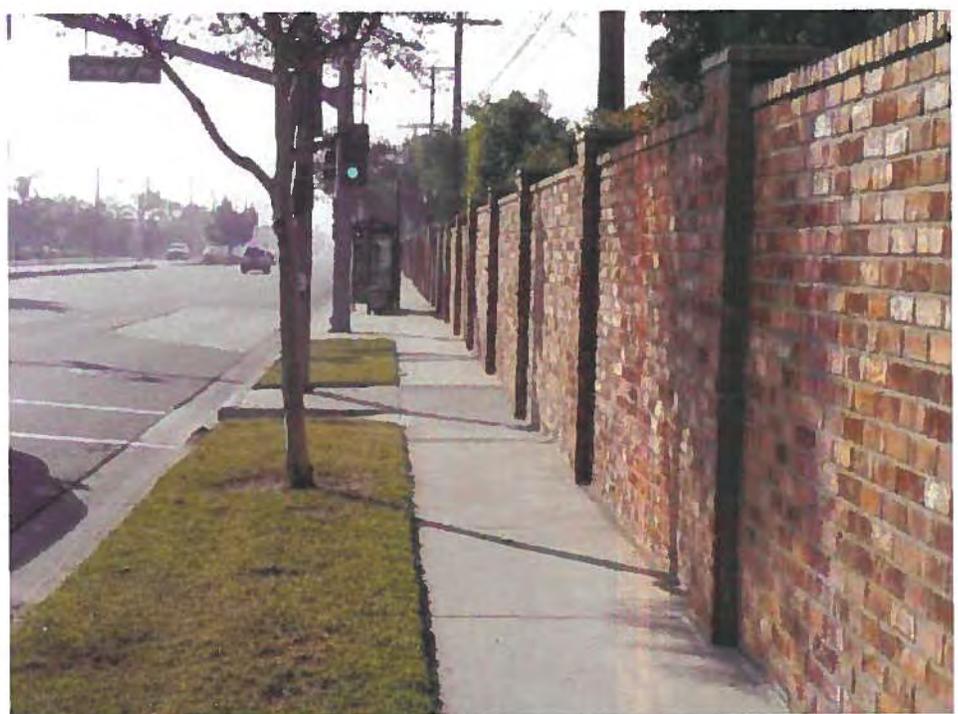
no damage where water was not  
spraying



18 DSCF9040

Date Taken: 1/10/2014  
Taken By: Paul Renard

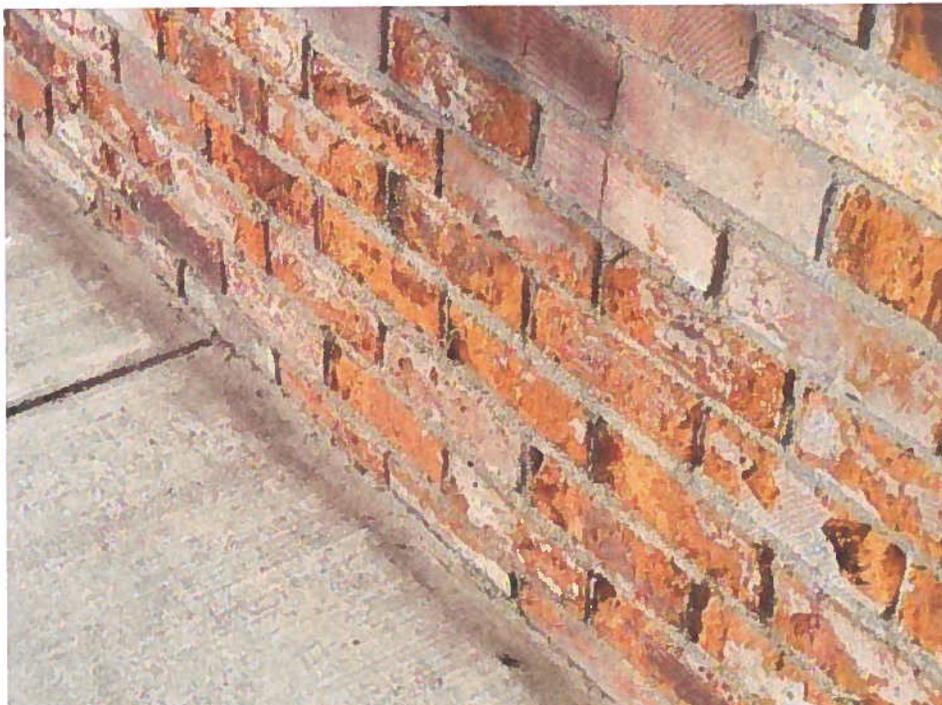
typical wall - note that there are areas  
where there is no grass - the wall in  
that area is not damaged



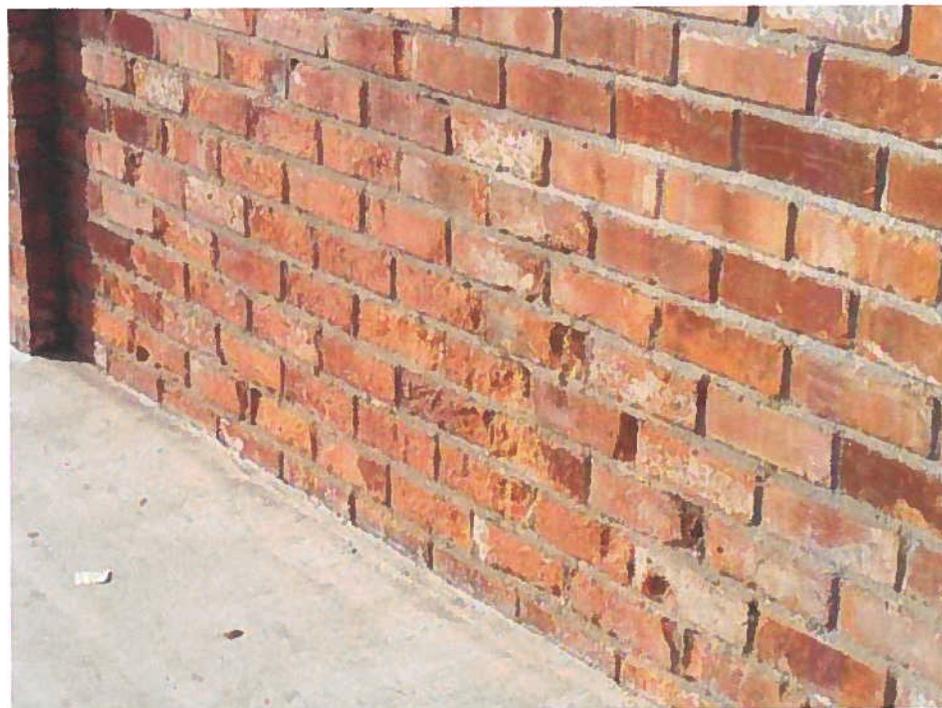


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19 DSCF9041  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage



20 DSCF9042  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage





21 DSCF9043

Date Taken: 1/10/2014

Taken By: Paul Renard

typical sprinkler head - this one is a  
10 foot sprayer - this would hit  
directly at the base of the wall



22 DSCF9044

Date Taken: 1/10/2014

Taken By: Paul Renard

sprinkler



23 DSCF9045

Date Taken: 1/10/2014

Taken By: Paul Renard

sprinkler head markings - is a 10 foot  
head - appears to be new



24 DSCF9046

Date Taken: 1/10/2014

Taken By: Paul Renard

measurement from wall - is about 10-  
feet





25 DSCF9047  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage



26 DSCF9048  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows sprinkler at point of wall damage - sprinkler has been changed



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27 DSCF9049

Date Taken: 1/10/2014

Taken By: Paul Renard

typical wall where no grass - no  
damage here



28 DSCF9050

Date Taken: 1/10/2014

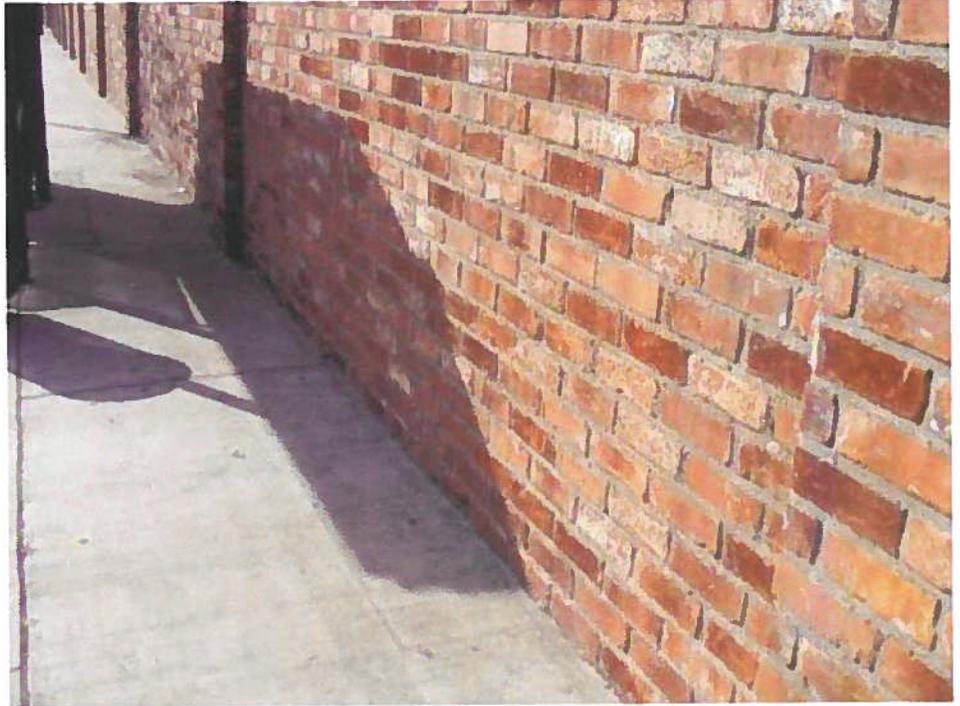
Taken By: Paul Renard

no damage where there is no grass

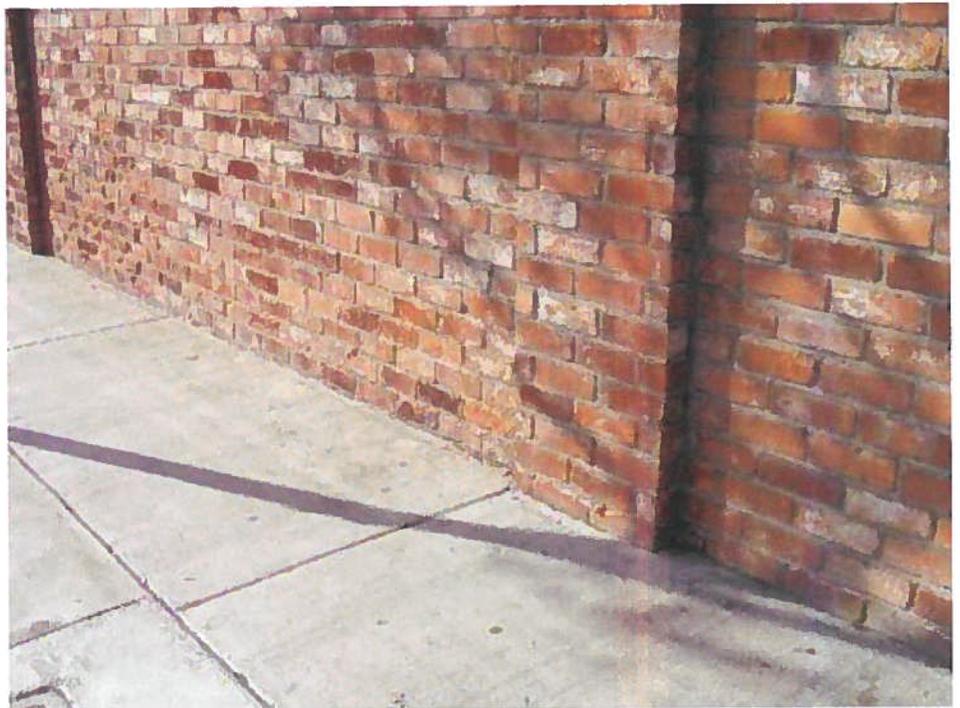


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29 DSCF9051  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
no damage



30 DSCF9052  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
no damage



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31 DSCF9053

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage - where  
the grass picks up the spray pattern is  
seen

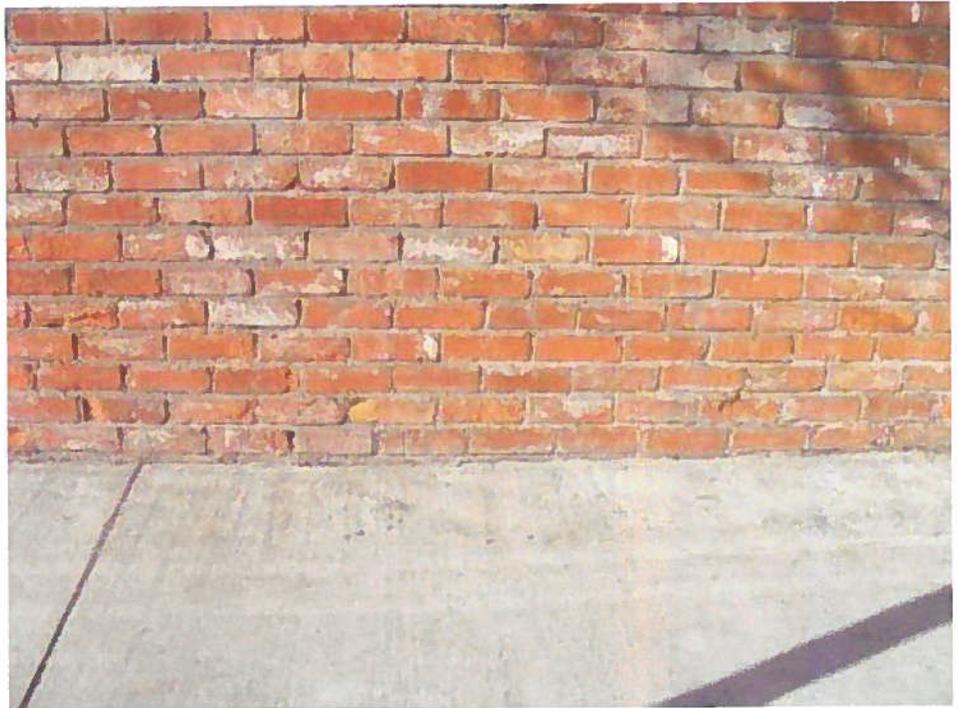


32 DSCF9054

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage



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33 DSCF9055

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage

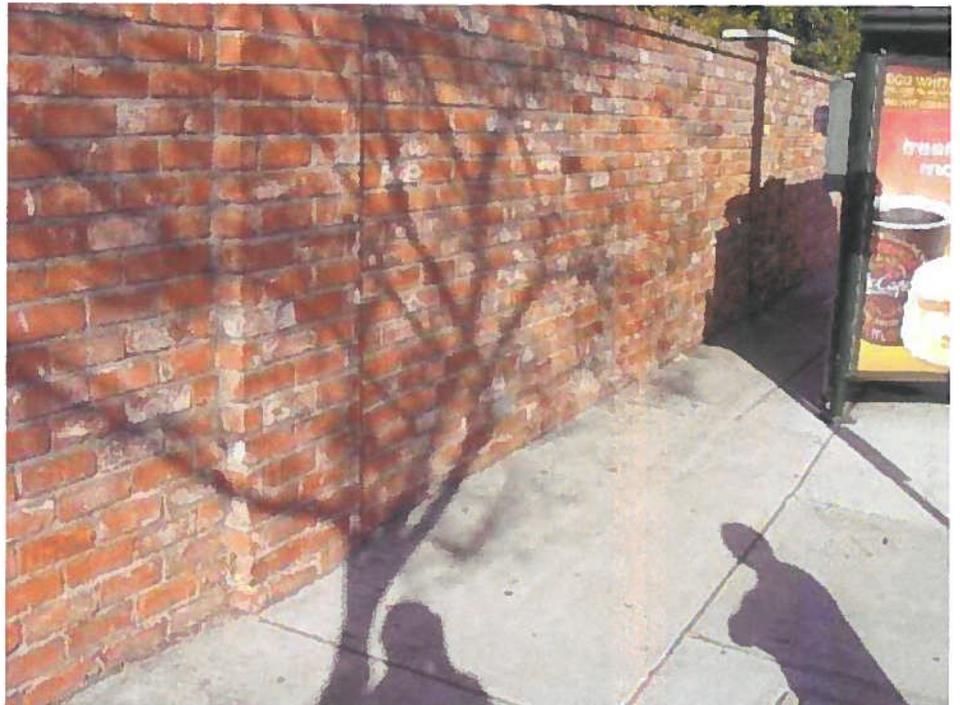


34 DSCF9056

Date Taken: 1/10/2014

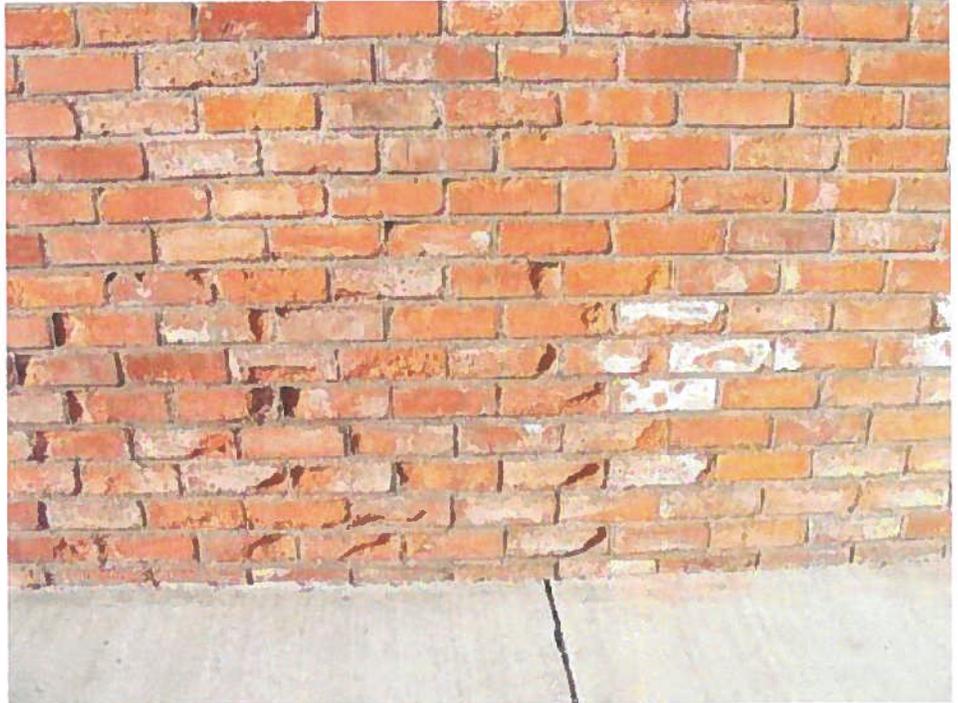
Taken By: Paul Renard

no damage where no grass





35 DSCF9057  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage



36 DSCF9058  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
from point of last photograph -  
another 3/4 mile to go



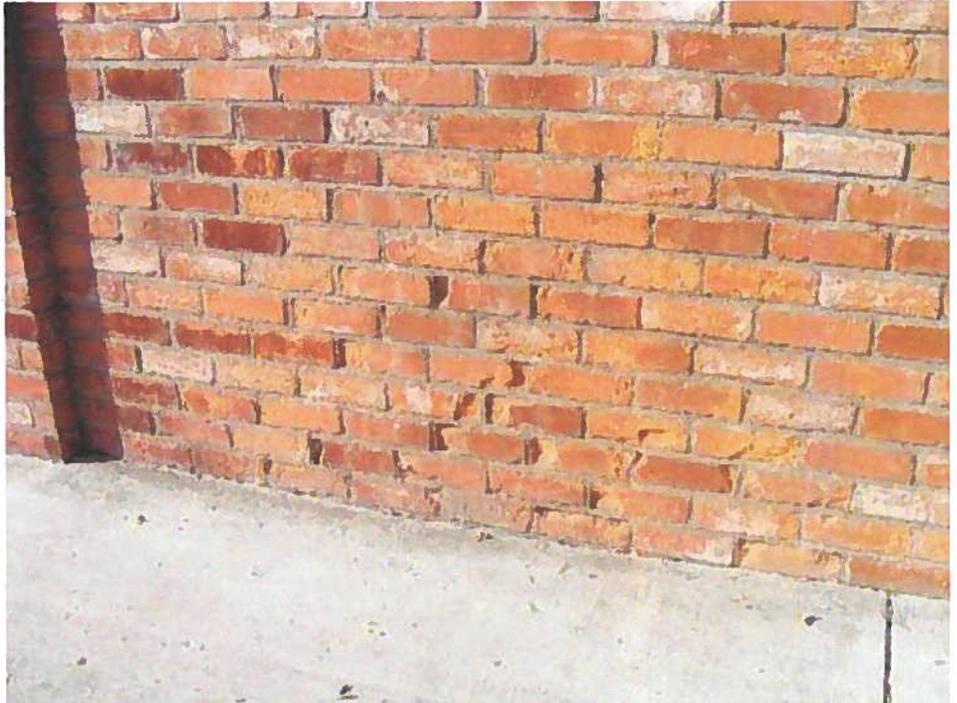
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37 DSCF9059

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage

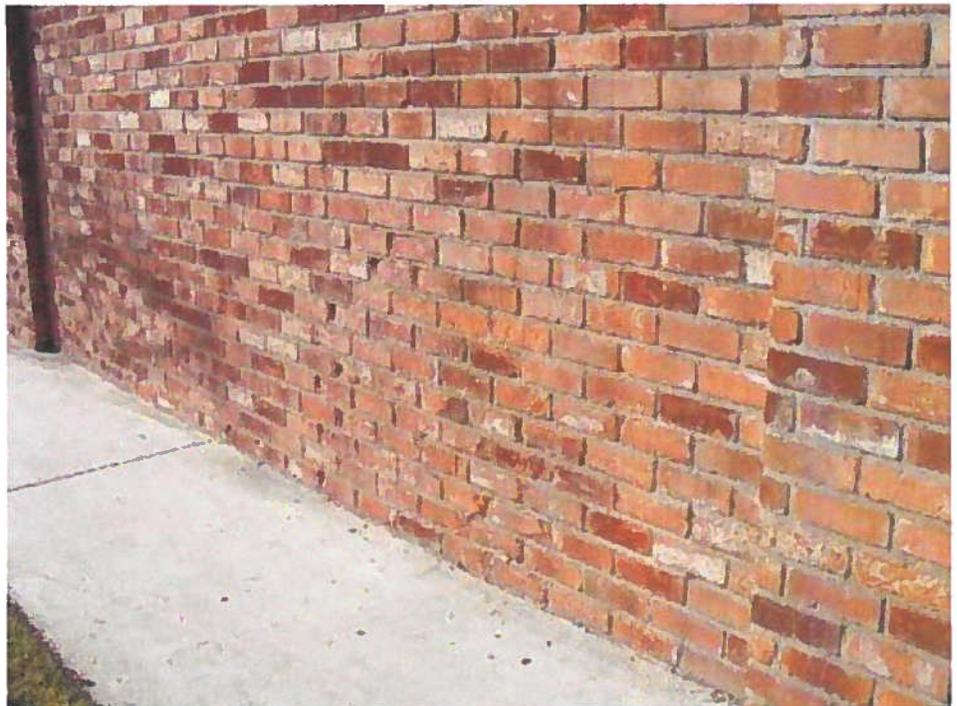


38 DSCF9060

Date Taken: 1/10/2014

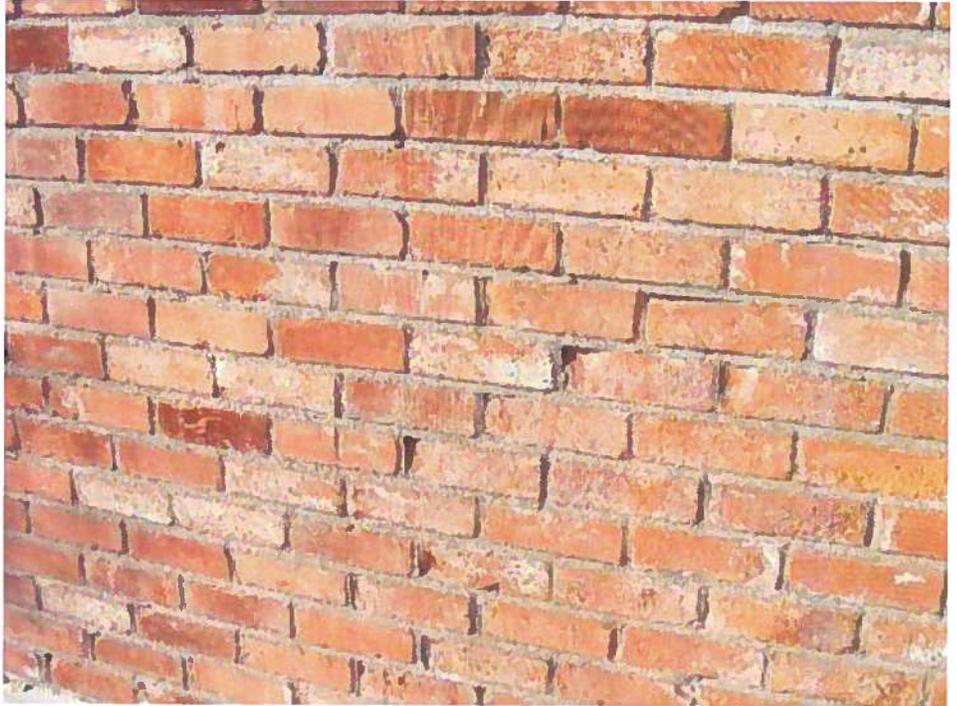
Taken By: Paul Renard

shows typical brick damage

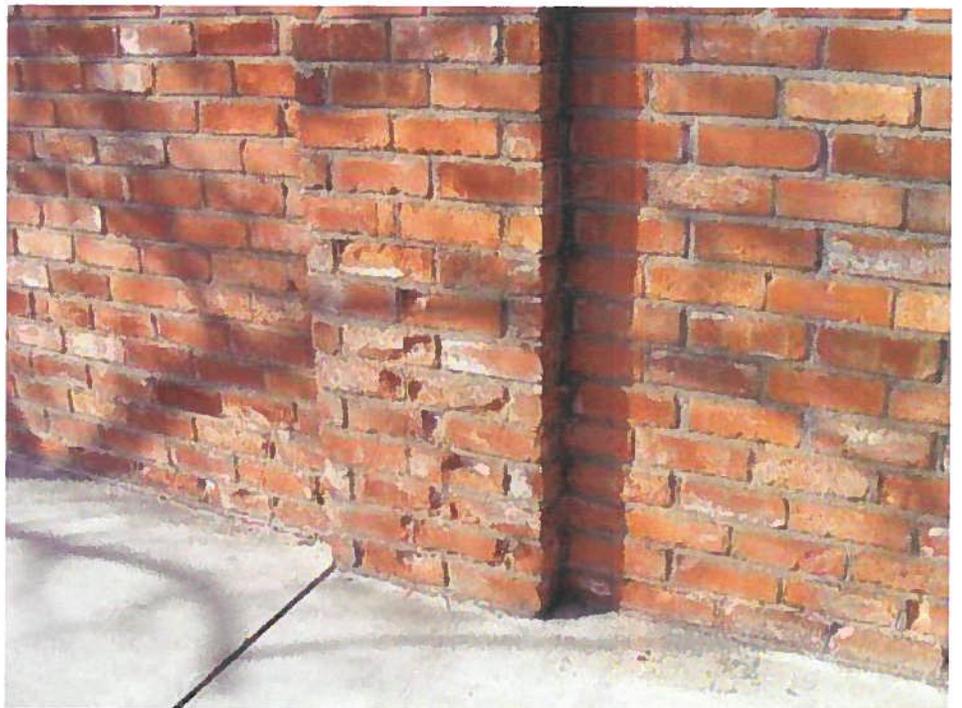


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- 39 DSCF9061  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage



- 40 DSCF9062  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage

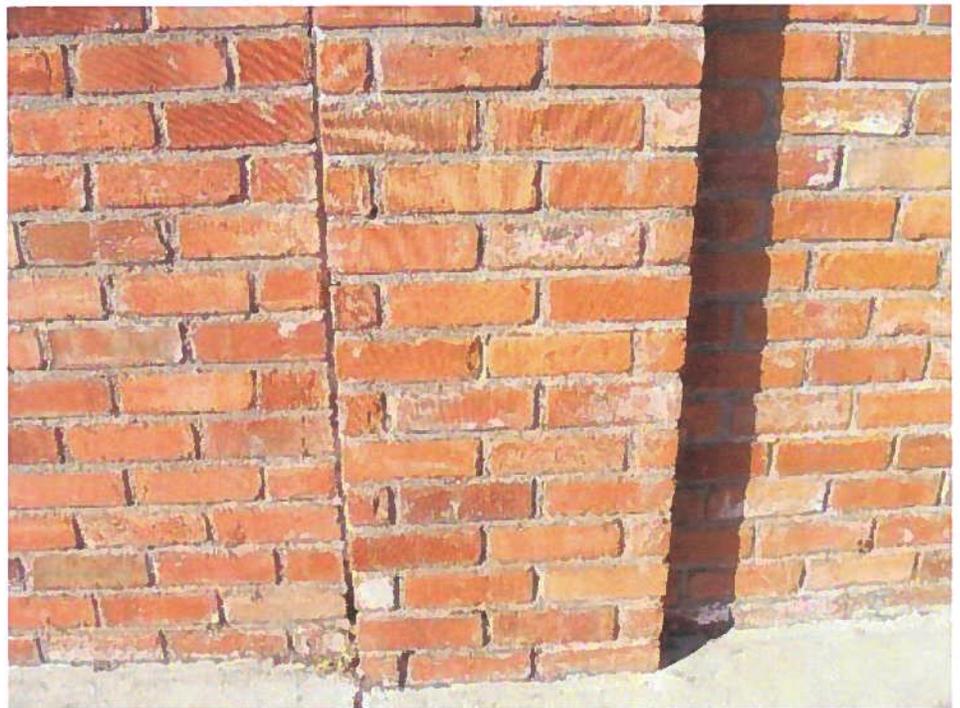


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- 41 DSCF9063  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
no damage where no grass

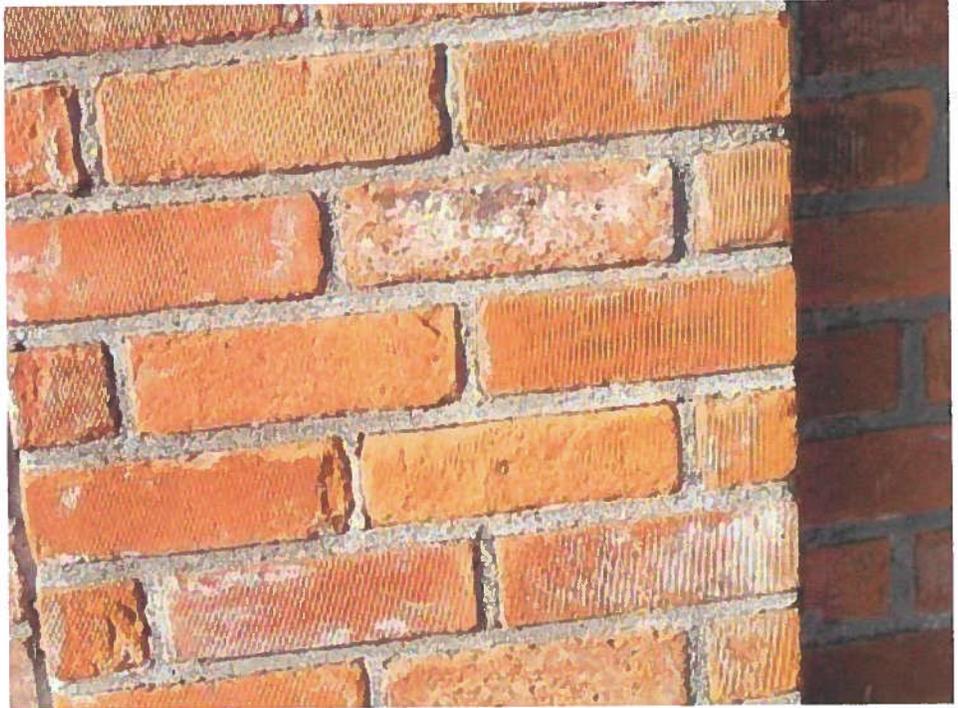


- 42 DSCF9064  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
no damage



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- 43 DSCF9065  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
Shows typical wear and tear



- 44 DSCF9066  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage from water



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45 DSCF9067

Date Taken: 1/10/2014

Taken By: Paul Renard

looking back on already inspected  
areas

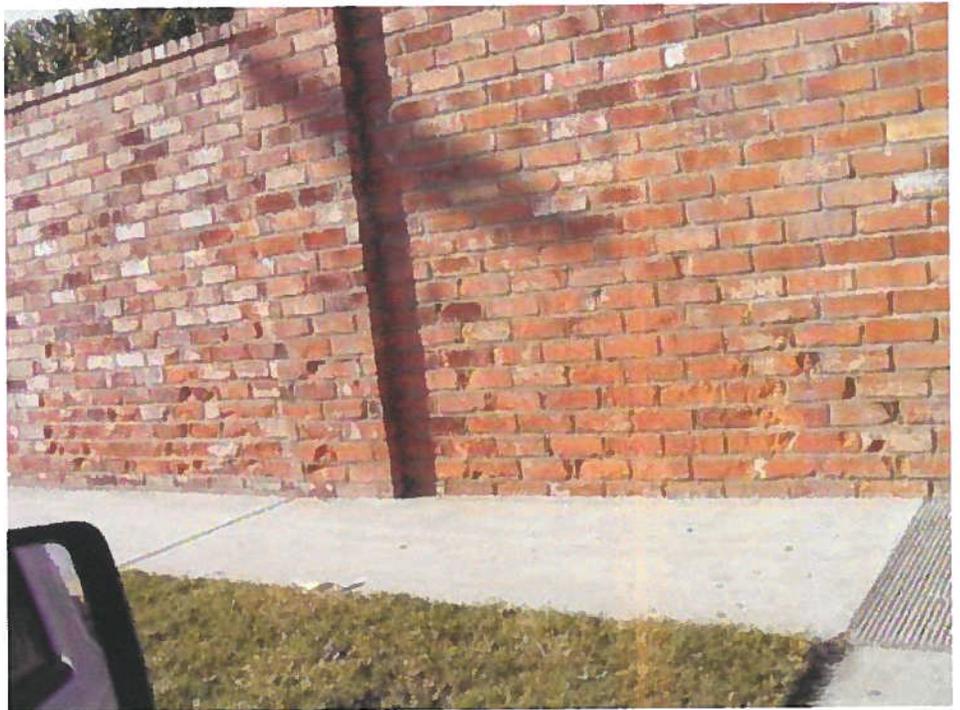


46 DSCF9068

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



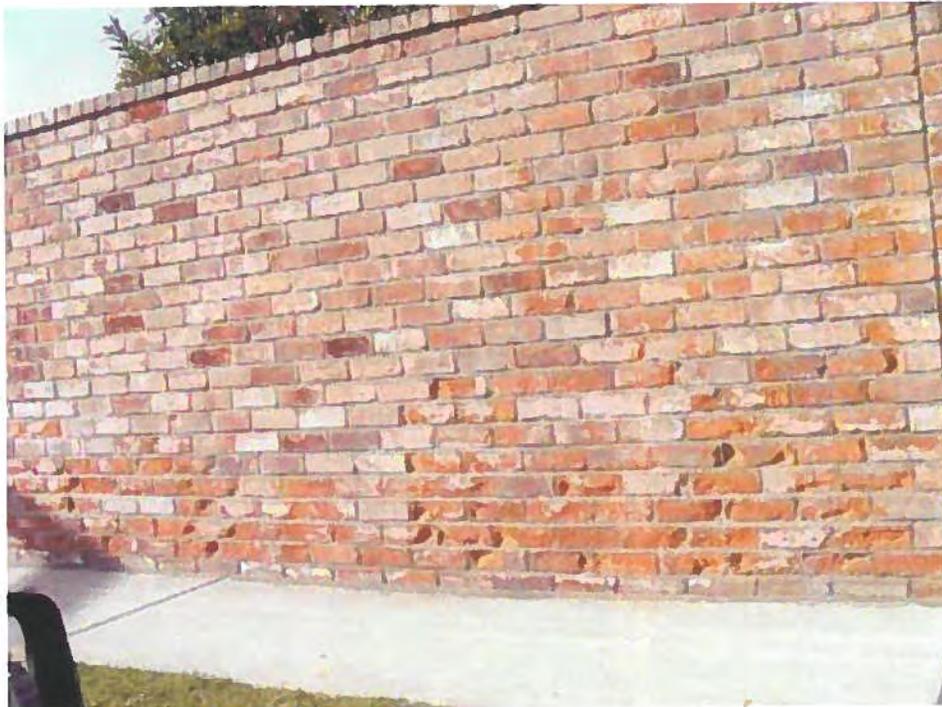
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47 DSCF9069

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from water



48 DSCF9070

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from water



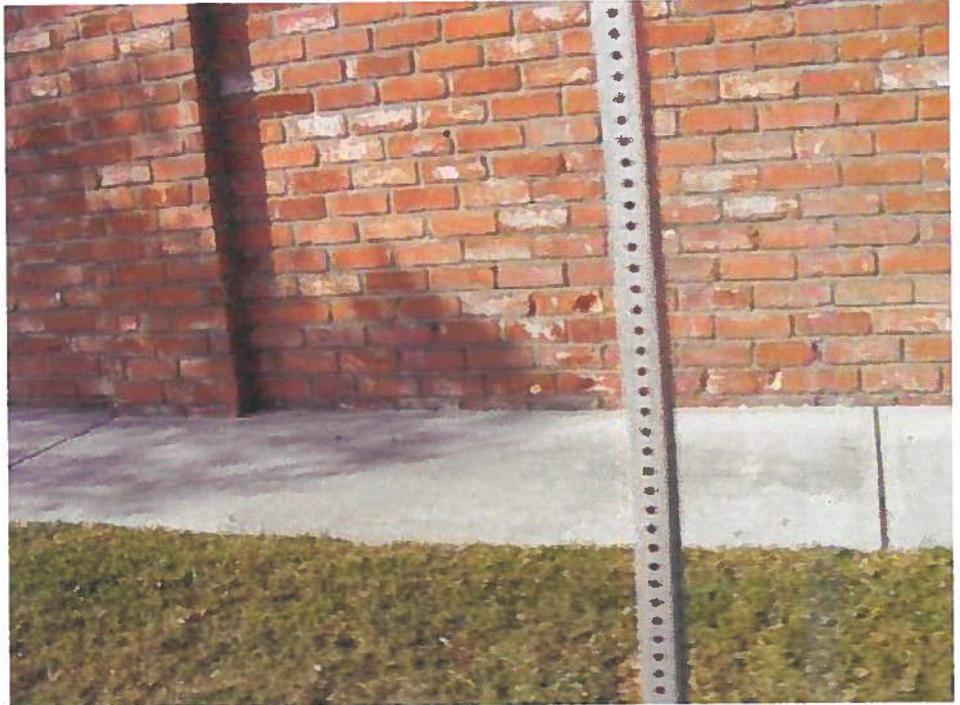
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49 DSCF9071

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

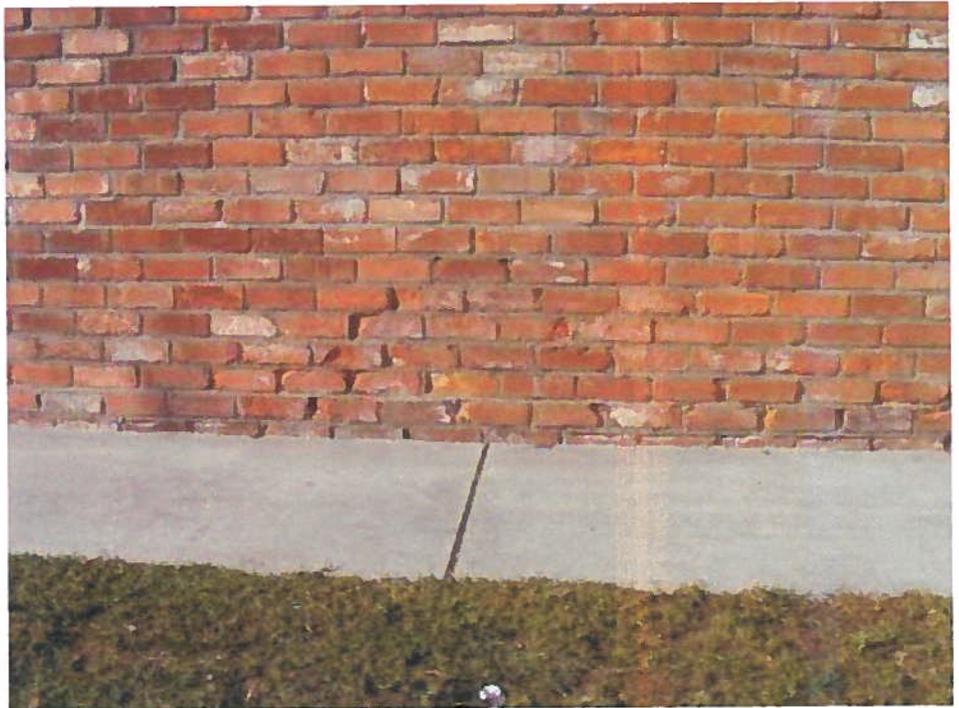


50 DSCF9072

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



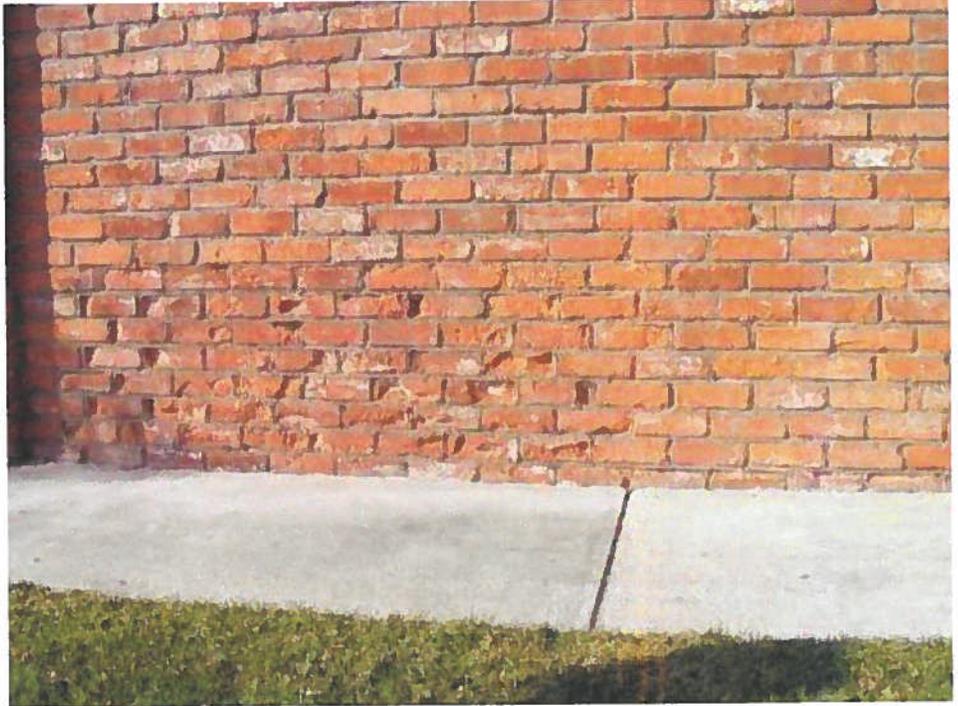
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51 DSCF9073

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



52 DSCF9074

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



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53 DSCF9076

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



54 DSCF9077

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



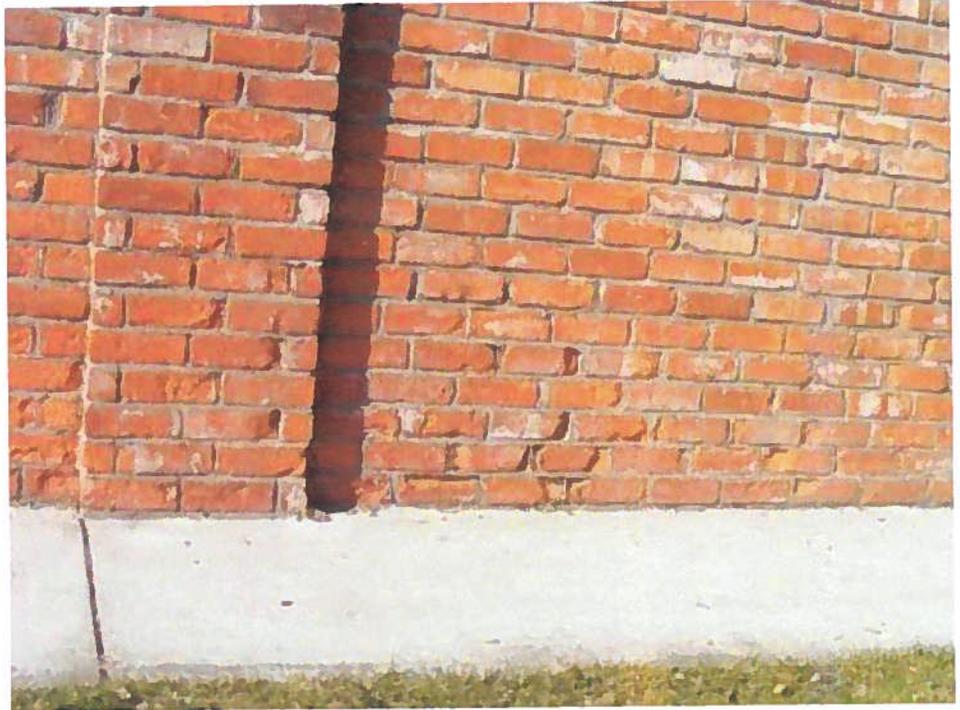
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55 DSCF9078

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

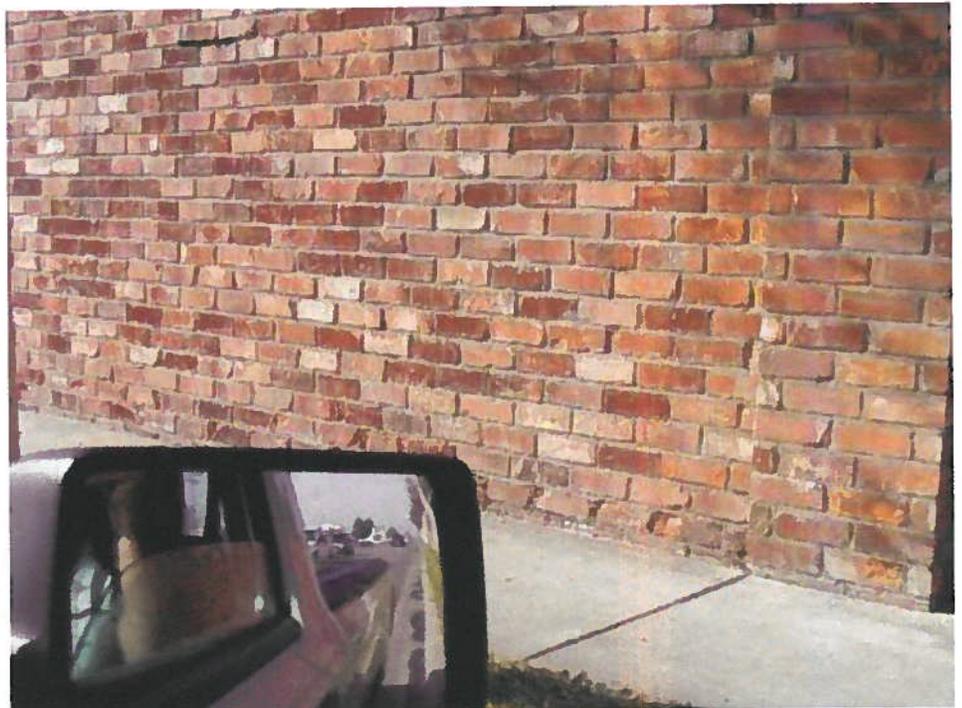


56 DSCF9080

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



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57 DSCF9081

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



58 DSCF9082

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



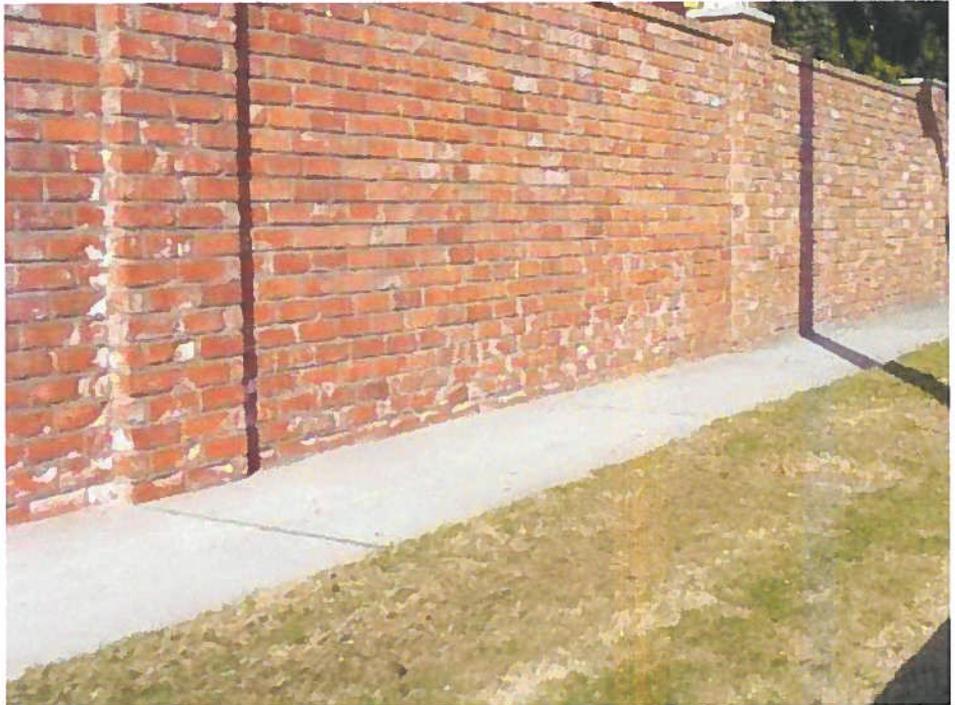
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59 DSCF9083

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

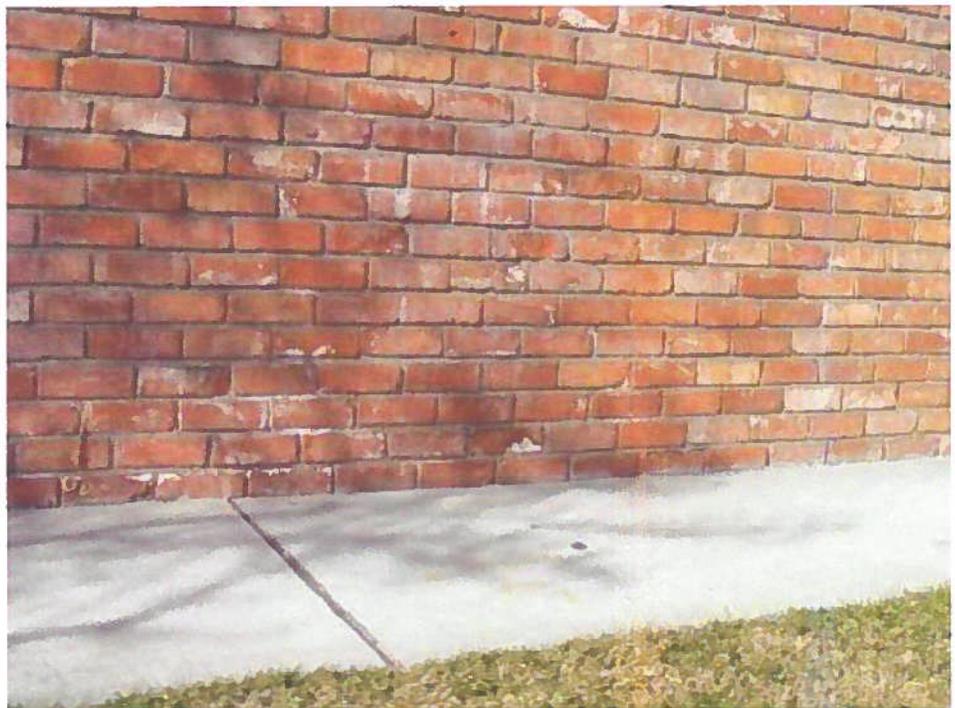


60 DSCF9084

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



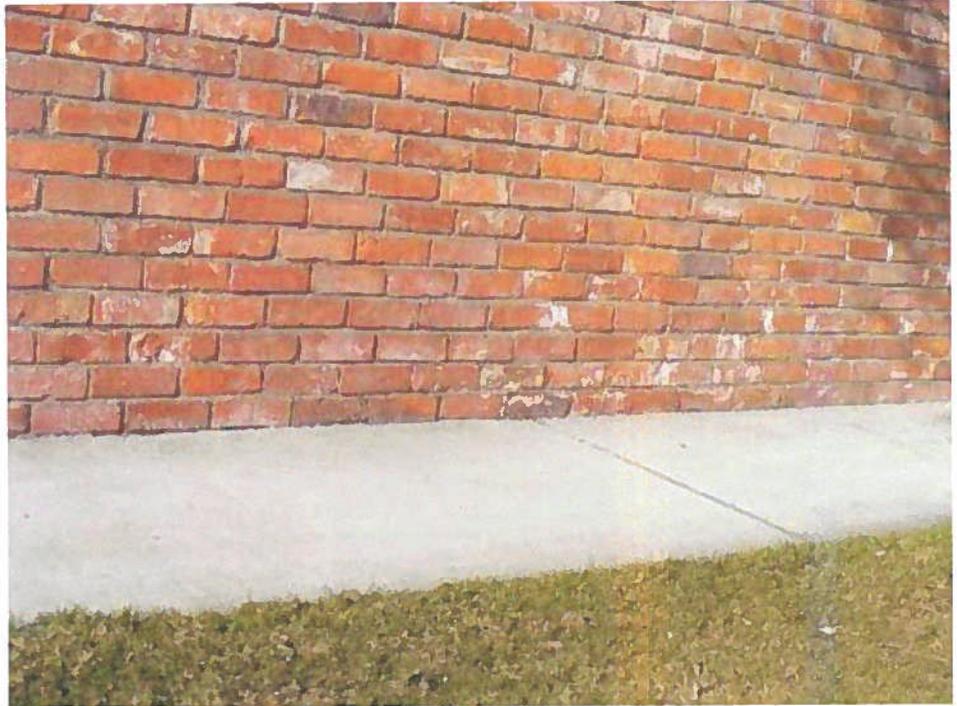


61 DSCF9085

Date Taken: 1/10/2014

Taken By: Paul Renard

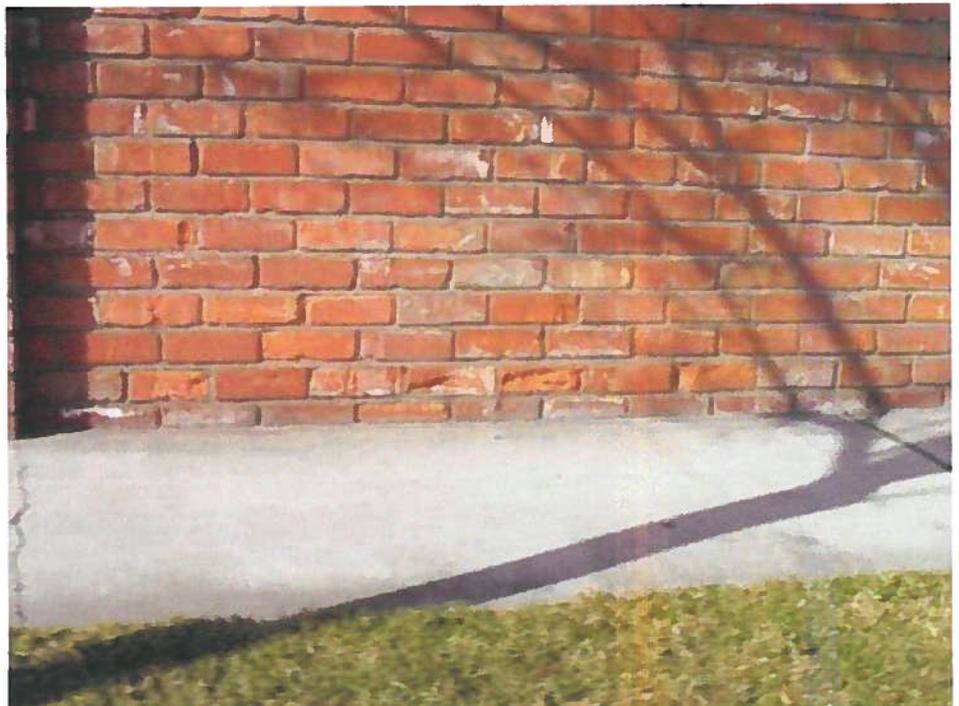
shows typical brick damage from water



62 DSCF9087

Date Taken: 1/10/2014

Taken By: Paul Renard

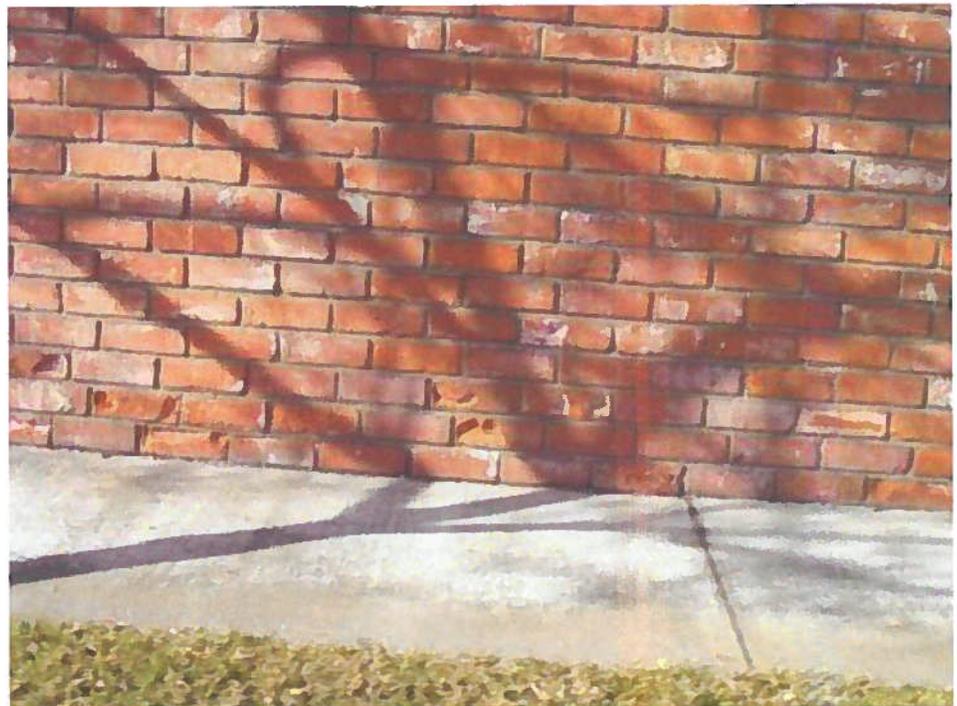


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- 63 DSCF9088  
Date Taken: 1/10/2014  
Taken By: Paul Renard



- 64 DSCF9089  
Date Taken: 1/10/2014  
Taken By: Paul Renard  
shows typical brick damage from water





65 DSCF9090

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from water

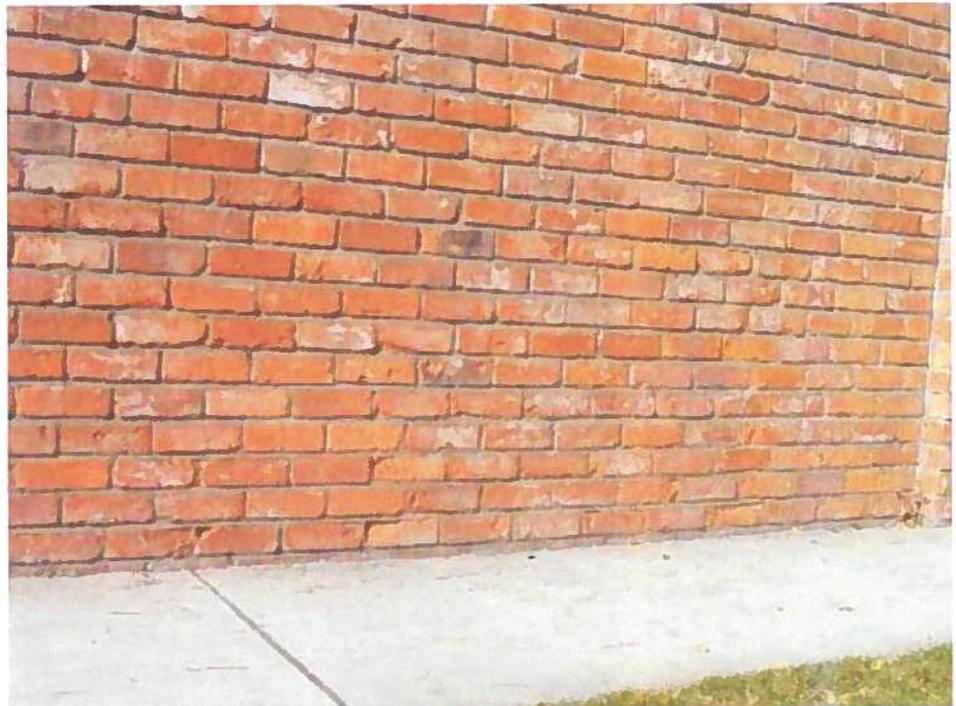


66 DSCF9091

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from water



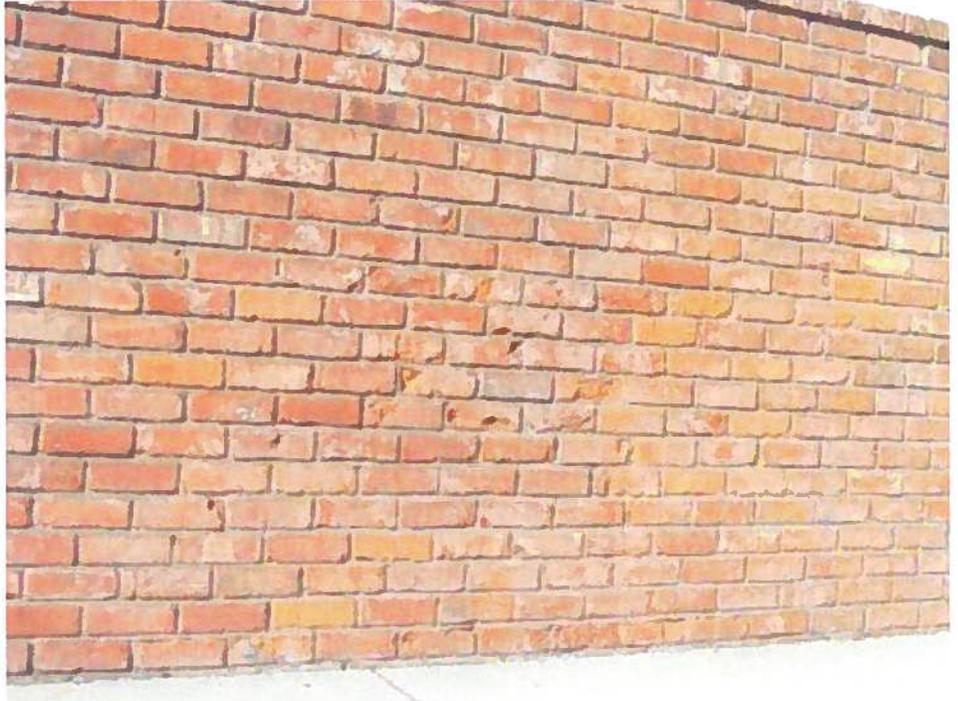
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67 DSCF9092

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

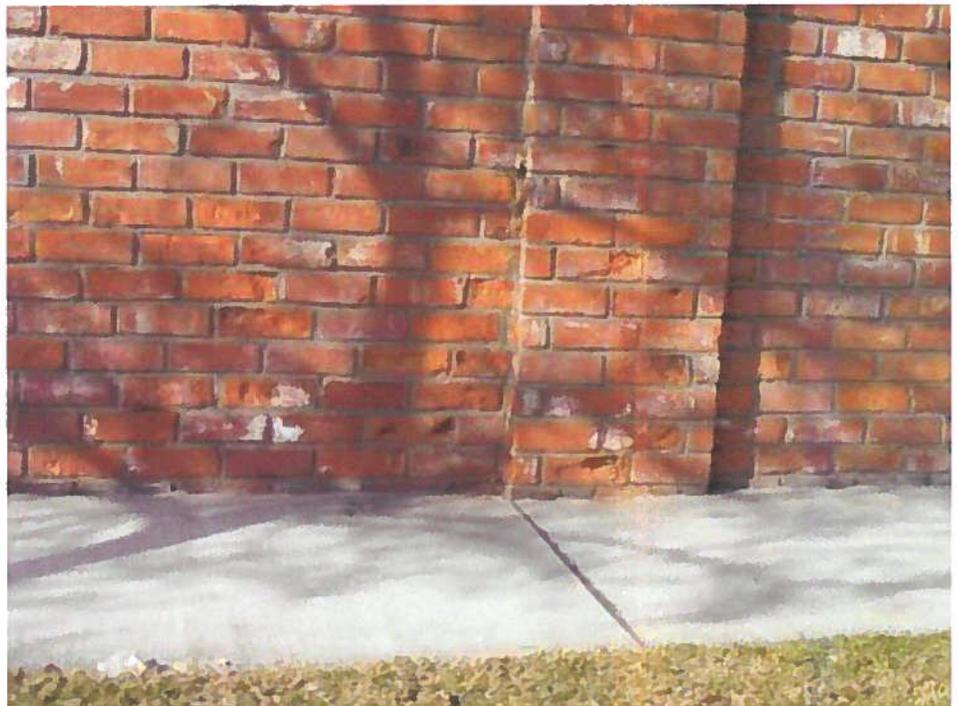


68 DSCF9093

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



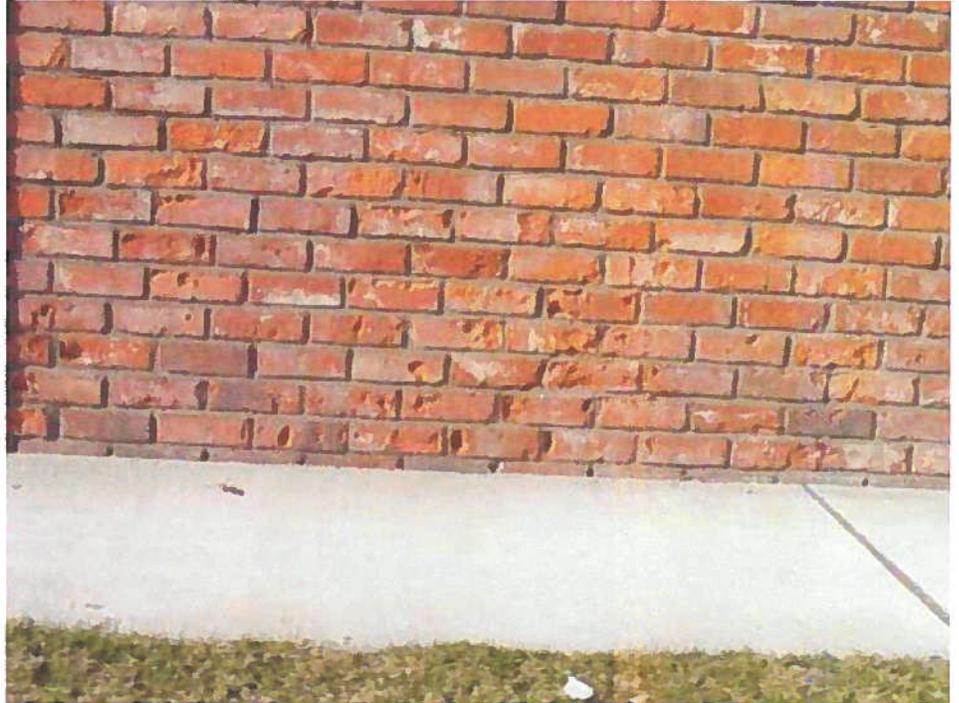
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69 DSCF9094

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



70 DSCF9095

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



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71 DSCF9096

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

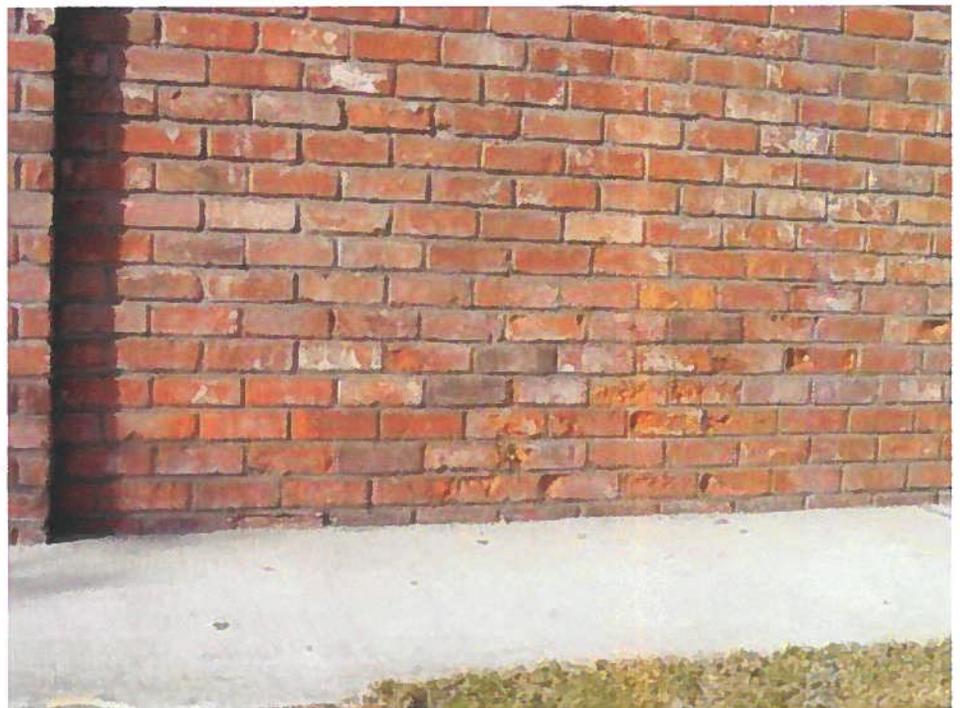


72 DSCF9097

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

73 DSCF9098

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



74 DSCF9099

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



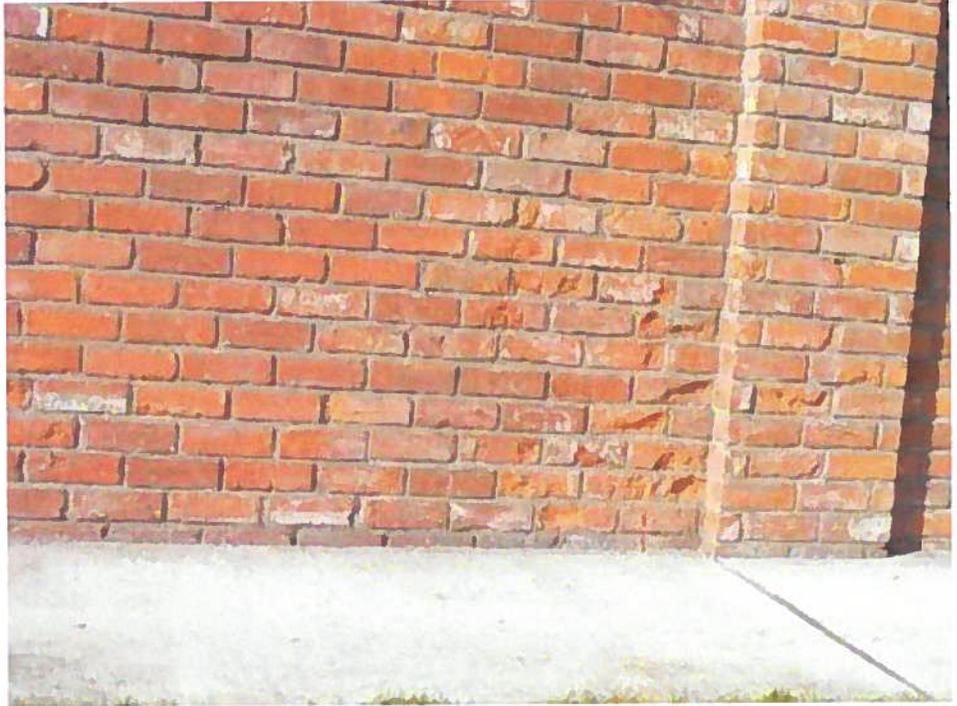
ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

75 DSCF9100

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

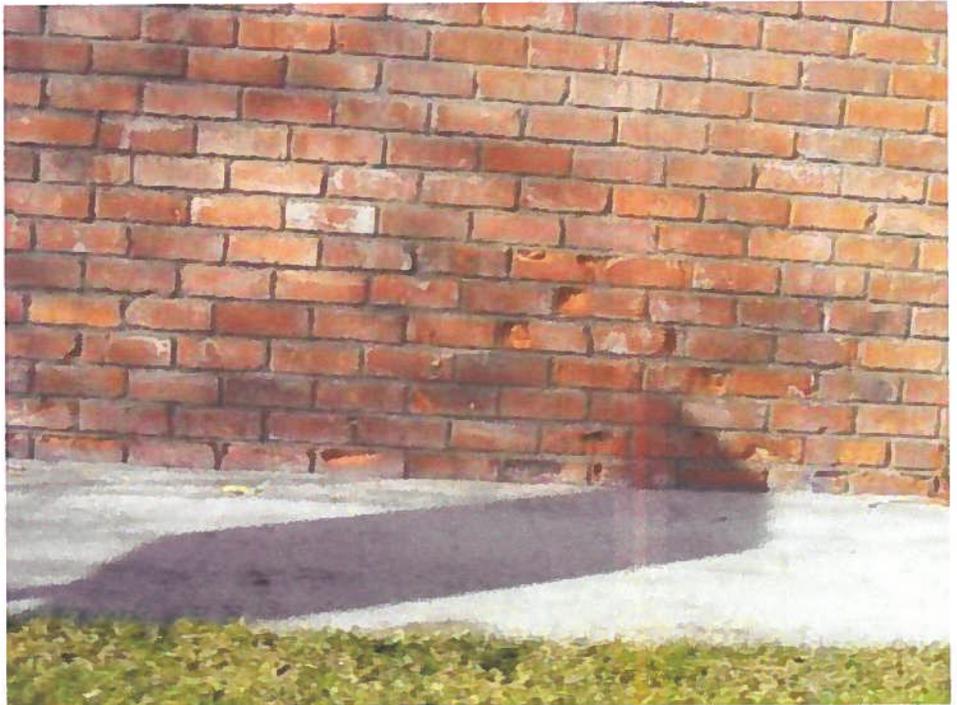


76 DSCF9101

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water



ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

77 DSCF9102

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

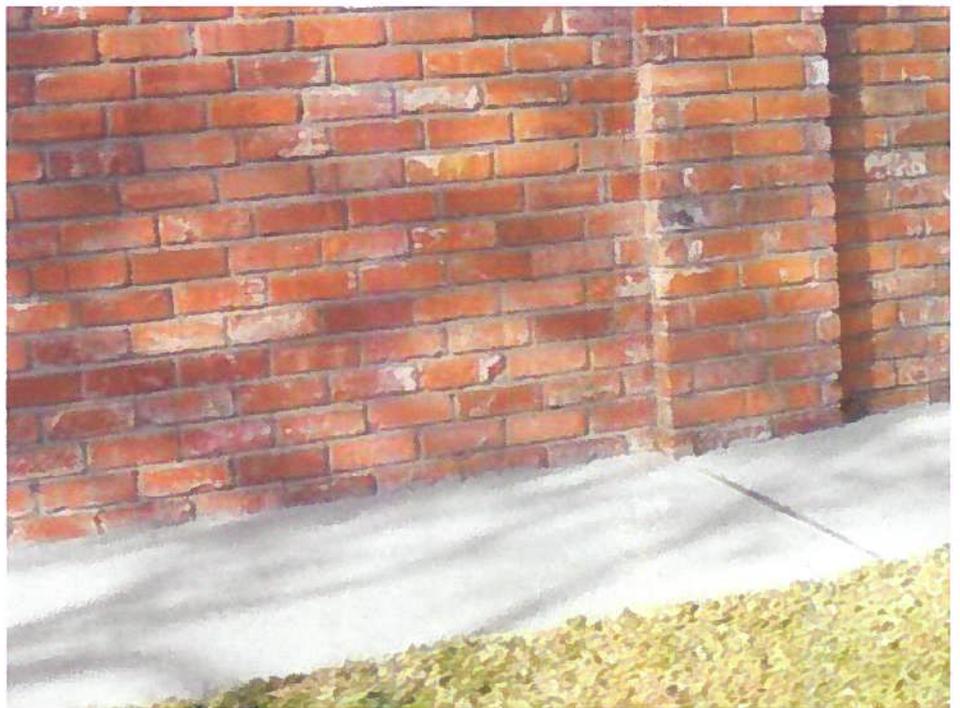


78 DSCF9103

Date Taken: 1/10/2014

Taken By: Paul Renard

shows typical brick damage from  
water

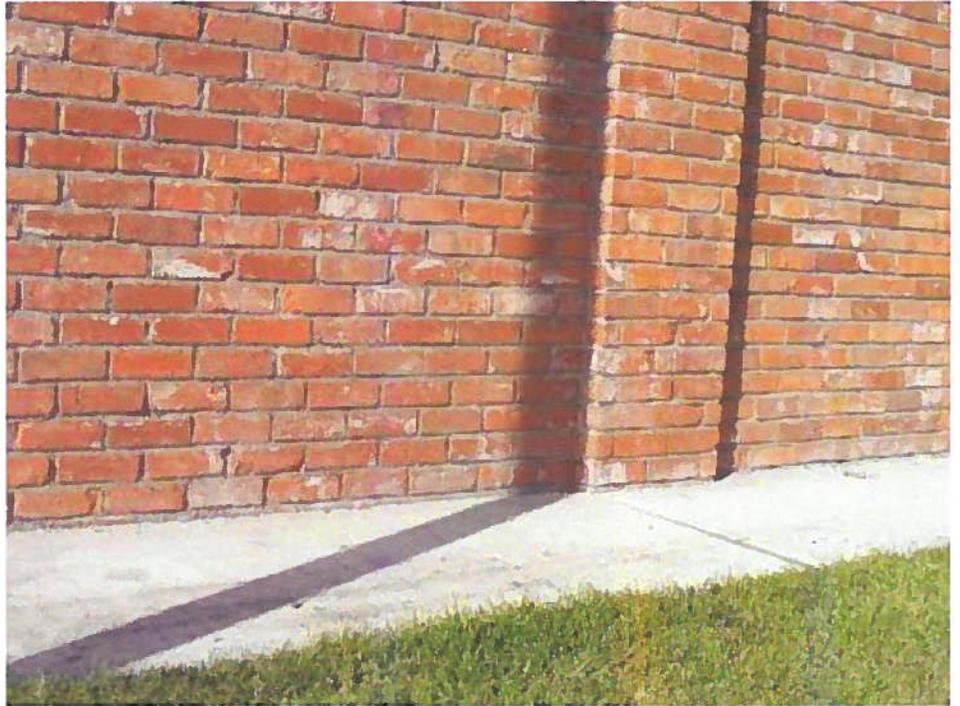


ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

79 DSCF9104

Date Taken: 1/10/2014  
Taken By: Paul Renard

shows typical brick damage from  
water



80 DSCF9105

Date Taken: 1/10/2014  
Taken By: Paul Renard

End of wall



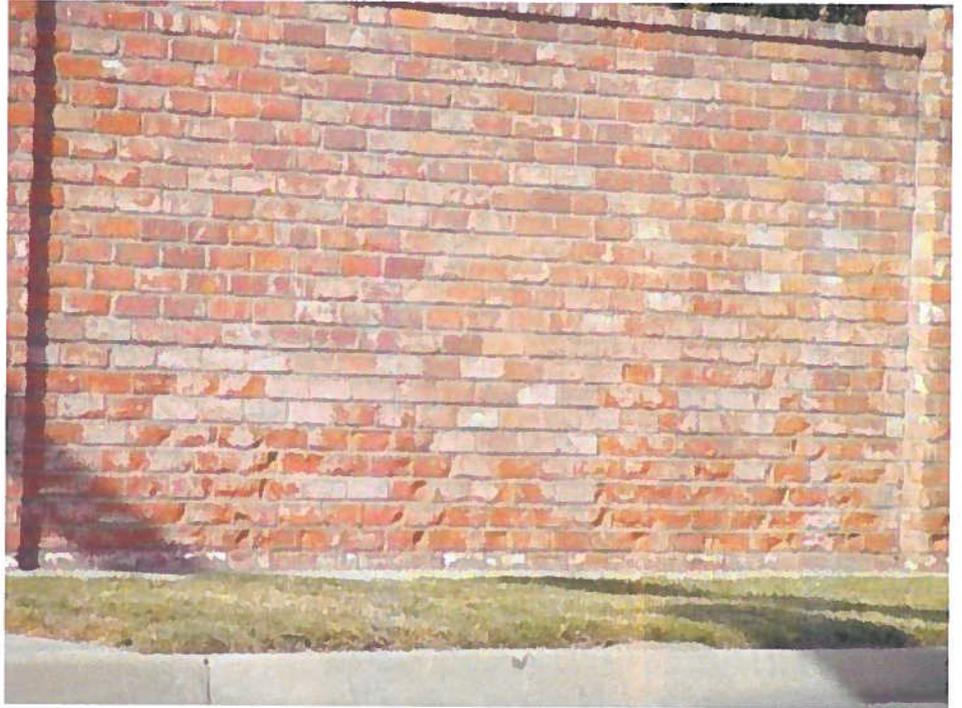


**David Morse & Associates**

ORANGE COUNTY, CALIFORNIA  
Los Angeles Mail Center  
P O Box 26004  
Glendale, CA 91222-6004  
PHONE: 714-999-2100 FAX: 714-999-2111

81 DSCF9106  
Date Taken: 1/10/2014  
Taken By: Paul Renard

shows typical brick damage from  
water



## CIP Projects

	Budgeted	12/31/13 Spent	Remaining Budgeted Funds	Running total Spent by 12/31/13	Budgeted
<b>FY 2013-14 Beginning Fund Balance</b>				<b>\$226,319</b>	<b>\$226,319</b>
<b>Budgeted FY 2013-2014</b>					
RUSH PARK Replace Peripheral HVAC System in Auditorium - COMPLETED FY 2012-13					
RUSH PARK Tot Lot Equipment - Swing Set and Hooded Slides (2) to be consistent with safety regulations. COMPLETED - Budget was \$150,000, spent \$124,463	\$150,000	\$125,463	\$24,537	\$100,856	\$100,856
RUSH PARK Parking Lot Repair	\$25,000	\$0	\$25,000	\$100,856	\$75,856
RUSH PARK Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting	\$19,950	\$0	\$19,950	\$100,856	\$55,906
GENERAL Rossmoor Shopping Village Signage	\$16,050	\$13,429	\$2,621	\$87,427	\$39,856
<b>ADDED PROJECT</b> - General Transfer to Fund 10 to Upgrade Server and Computers	\$15,000				
<b>ADDED PROJECT</b> - General Rossmoor Wall Transfer in \$60,000 from Fund 30 - Wall Repair (40-30-6005) \$60,000. Fund 40 not impacted due to transfer in from Fund 30.	\$0				
<b>Future CIP Projects Listed</b>					
Montecito Courtyard	\$95,000				
Montecito Redesign Interior	\$49,800				
Rush Park Baseball Field replace dustless dirt	\$35,000				
Rush Park Upgrade Outdoor Men's restrooms	\$14,000				
Rush Park Revise Landscape	\$20,700				
Rush Park Canopy Entrance for Auditorium	\$37,800				
Rush Park Permanent Shade Structure	\$39,000				
Rush Park Outlet & Circuit Breaker for Movies & Concerts	\$10,000				
General Security Cameras at Rossmoor Entrances	TBD				
General Irrigation Box for Rossmoor Triangle	TBD				
General Upgrade Water Fountains to be ADA Compatible	TBD				

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-1a.**

**Date:** February 11, 2014  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** MINUTES: REGULAR MEETING OF JANUARY 14, 2014

**RECOMMENDATION:**

Approve the Minutes of the Regular Meeting of January 14, 2014 as prepared by the Board's Secretary/General Manager.

**BACKGROUND:**

The report reflects the actions of the Board at their Regular January 14, 2014 Meeting of the Board as recorded by the Board's Secretary/General Manager.

**ATTACHMENTS:**

1. Minutes-Regular Meeting of January 14, 2014 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, January 14, 2014**

---

**A. ORGANIZATION**

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

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

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS:**

**a. PRESIDENT MICHAEL MAYNARD (2013) STATE OF THE DISTRICT ADDRESS.**

President Michael Maynard conducted the State of the District Address for 2013. He gave an overview of the District's key accomplishments in 2013 including implementation of a Paperless Agenda Program and policy, capital improvement projects such as the Rush Park Tot Lot Renovation and Rush Auditorium HVAC upgrade, installation of Rossmoor Monument signage, and receiving an unmodified FY 2012-2013 audit, the highest rating possible. Presentation was received and filed.

**5. ELECTION OF OFFICERS**

The General Manager opened the floor for nominations for the office of President of the Board. Director Casey nominated President Michael Maynard, the nomination was seconded by Director DeMarco. There were no further nominations. A roll call vote was taken. The nomination to elect Director Michael Maynard to the office of President was unanimously approved 5-0.

President Maynard opened the floor for nominations for the office of First Vice President of the Board. Director Coletta nominated Director Bill Kahlert, the nomination was seconded by Director Casey. There were no further nominations. A roll call vote was taken. The nomination to elect Director Bill Kahlert to the office of First Vice President was unanimously approved 5-0.

President Maynard opened the floor for nominations for the office of Second Vice President of the Board. Director Coletta nominated Director Ron Casey, the nomination was seconded by Director DeMarco. There were no further nominations. A roll call vote was taken. The

nomination to elect Director Ron Casey to the office of Second Vice President was unanimously approved 5-0.

President Maynard closed the floor for nominations.

**B. ADDITIONS TO AGENDA-None**

**C. PUBLIC FORUM:**

Rossmoor Homeowners Association Member Ralph Vartabedian presented a Resolution from the Rossmoor Homeowners Association outlining the organizations demands for modifications, restrictions and comprehensive data collection relative to use of Rossmoor parks and facilities.

President Maynard thanked Mr.Vartabedian for his comments and for sharing the resolution. He stated that the Board would take it under advisement.

**D. REPORTS TO THE BOARD-None**

**E. CONSENT CALENDAR**

Recommendation to approve the items on the Consent Calendar as submitted.

**1a. MINUTES REGULAR BOARD MEETING—December 10, 2013**

**1b. MINUTES SPECIAL MEETING—December 17, 2013**

**2. REVENUE AND EXPENDITURE REPORT—November 2013**

Motion by Director Coletta, seconded by Director Casey to approve the items on the Consent Calendar as submitted. The consent calendar was unanimously approved as submitted, 5-0.

**F. PUBLIC HEARING-None**

**G. RESOLUTIONS:**

**1. RESOLUTION NO. 14-01-14-01 LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.**

Recommendation to approve Resolution No. 14-01-14-01 by reading the title only and waiving further reading as follows:

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.**

**THIS ITEM WAS PULLED FROM THE AGENDA AT THIS TIME. IN ACCORDANCE WITH THE 2014 ELECTION OF OFFICERS THERE WERE NO CHANGES IN THE OFFICERS OF THE BOARD OF DIRECTORS AND THEREFORE NO CHANGES IN THE LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.**

**2. ORDINANCE NO. 2014-01 ADOPTION AND REVISION OF CERTAIN BOARD POLICIES BY ORDINANCE.**

The District has previously adopted or revised policies in accordance with Policy No. 1000 which only requires two readings. General Counsel has advised the District that policies which deal with administration, operation, and use of facilities and services must be adopted or revised by ordinance. Recommendation to give second reading to Ordinance 2014-01 by reading the title only and waiving further reading as follows:

**ORDINANCE NO. 2014-01 AN ORDINANCE OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ADOPTING RULES AND REGULATIONS FOR THE ADMINISTRATION, OPERATION AND USE OF FACILITIES AND SERVICES (SECOND READING).**

Motion by Director Casey, seconded by Director DeMarco to approve Ordinance No. 2014-01 and to approve the second reading to revised District Policy No. 1000 Board Policies to take effect immediately. Second reading of Ordinance No. 2014-01 was unanimously passed, 5-0.

**H. REGULAR CALENDAR:**

**1. PUBLIC REPORT ON ACTION AND VOTE FOR EACH MEMBER.**

The General Manager reported that a change in State law which took effect on January 1, 2014 requires a change in the method for recording the individual votes of each Board member in an open session meeting as stated in California Senate Bill 751. Previously, any motion, other than by roll call vote could be stated as a unanimous or split vote of the Board. The law now requires that whenever the vote is other than unanimous, the Board President must follow up with a summary that makes it clear who voted which way, including any abstentions. The public report was received and filed.

**2. DISCUSSION AND POSSIBLE ACTION REGARDING LOCATION AND PLACEMENT OF SOUTHERN CALIFORNIA GAS SMART METERS WITH THE DISTRICT.**

Lengthy discussion ensued relative to health concerns alleged to be due to radio frequency emissions from the So Cal Gas Pole devices. The Board expressed their disappointment and resistance to installing the devices within the community due to the close proximity to homes. They requested that Southern California Gas Company propose alternative options in more remote or commercial type areas or outside the community altogether.

Motion by Director Coletta, seconded by Director Casey to write a letter to Supervisor Moorlach, meet with the Supervisor and/or his office telephonically to advise him that said letter was forthcoming and finally request that there be no charge to Rossmoor residents for opting out of the smart meter option. Motion passed 4-1, with Director Kahlert voting No.

**I. GENERAL MANAGER ITEMS:**

General Manager James Ruth announced the Grand Opening Dedication and Ribbon Cutting Ceremony for the Rush Park Playground on Saturday, January 18, 2013 in Rush Park. He added that the playground project has been in the works for some time and has finally been accomplished with the work of a great contractor and great staff effort. Furthermore he congratulated the Board on their foresight for this capital improvement project. The General Manager also reported on the status of several additional projects. He stated that the Lutheran Church's new brick wall is in place; once again the contractor did an excellent job, and the District has received very positive feedback from the community. The Rossmoor monument signage project was also nearing completion. He also reported that the District's insurance carrier, SDRMA is currently doing a free assessment on damage to the bricks on the Rossmoor Signature Wall and that approximately \$150K has been set aside in the budget for repairs to the wall. Once the assessment is obtained, a full report will be brought back to the Board and the project will go out to bid. He updated the Board on the progress with regard to latent powers and related matters. He stated that once the Orange County Board of Supervisors had selected a new chairman, he would be able to formulate a targeted strategy going forward. Finally, he stated that staff would be scheduling various committee meetings in late January and early February.

**J. BOARD MEMBER ITEMS**

Director DeMarco stated that he was pleased at the new Rush Park playground equipment and encouraged everyone to attend the Grand Opening and Ribbon Cutting Ceremony. He also commented that he had observed the Monument Signage construction at Wallingsford Rd. and Katella Ave. over the holiday and was happy with the results; he liked seeing the Rossmoor identity on all four corners and felt it was a very positive note for Rossmoor. He concluded by saying that he looked forward to pursuing latent powers.

Director Casey thanked President Maynard for his excellent job of rendering this year's State of the District Address. He thanked Director Coletta for his contributions relative to Agenda Item H-2 and related report on the So Cal Gas Company Smart Meters. He concluded by saying that 2014 was going to be a very exciting year and would certainly have a lot of challenges for the RCSD Board and the Rossmoor community as a whole.

Director Coletta congratulated President Maynard, Directors Kahlert and Casey on being elected to serve in their respective offices for a second term. He praised them for doing a remarkable job last year and looked forward to their continued participation and pursuit of the District's goals ahead. He also thanked President Maynard for his nice, concise and focused State of the District Address which accurately dispels the myth that Rossmoor is a debtor to the County, but is instead a contributor. He concluded by stating that he was excited to begin working with the Board and new

General Manager in 2014 and wished everyone a Happy New Year.

President Maynard wished everyone a Happy New Year, stating he was very optimistic about 2014. He reiterated the need to schedule the Budget, Investment, CIP committee meetings, as well as two very key committee meetings: The Parks and Facilities subcommittee—to discuss items relative to the use of District facilities, parks and mini-parks and the Utility Pole Subcommittee to discuss the Southern California Gas Company’s proposed installation locations. Finally, he thanked the Board for allowing him to serve another year as President and added that the District had some big objectives, primarily latent powers. He believes that they have the right team in place and the Board will make every effort to deliver to the community the cost efficient services in the way that only special districts can do.

**K. CLOSED SESSION—None**

**L. ADJOURNMENT:**

Motion by Director Casey, seconded by Director Coletta to adjourn the regular meeting at 8:24 p.m. Motion passed 5-0.

**SUBMITTED BY:**

**James D. Ruth**  
**General Manager**

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-1b.**

**Date:** February 11, 2014  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** MINUTES: PIFC MEETING OF JANUARY 14, 2014

**RECOMMENDATION:**

Approve the Minutes of the PIFC Meeting of January 14, 2014 as prepared by the Board's Secretary/General Manager.

**BACKGROUND:**

The report reflects the actions of the Board at their PIFC Meeting of January 14, 2014 as recorded by the Board's Secretary/General Manager.

**ATTACHMENTS:**

1. Minutes-PIFC Meeting of January 14, 2014 Prepared by the Board's Secretary/General Manager.

**MINUTES  
BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT  
PUBLIC IMPROVEMENTS FINANCING CORPORATION  
REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, January 14, 2014**

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**A. ORGANIZATION**

**1. CALL TO ORDER: By President Maynard at 8:25 P.M.**

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

**3. PLEDGE OF ALLEGIANCE**

**4. MINUTES:**

**a. Regular meeting of January 8, 2013**

The Minutes of the Regular Meeting of January 8, 2013 were received and filed as submitted for informational purposes, since approved the prior year.

**5. PRESENTATIONS – None**

**6. ELECTION OF OFFICERS**

The General Manager requested nominations for office of President of the Corporation. Motion by Director Casey, Seconded by Director DeMarco to nominate President Michael Maynard as President of the Corporation. A roll call vote was taken. Motion to elect President Michael Maynard as President of the Public Improvements Financing Corporation passed 5-0.

The President requested nominations for the office of Vice President of the Corporation. Motion by Director Coletta, seconded by Director Casey to nominate First Vice President Bill Kahlert as Vice President of the Corporation, to appoint General Manager, James D. Ruth as Secretary and Treasurer of the Corporation and to appoint Jenkins & Hogin as District General Counsel. A roll call vote was taken. Motion to elect First Vice President Bill Kahlert as Vice President of the Public Improvements Financing Corporation, to appoint General Manager, James D. Ruth as Secretary and

Treasurer of the Corporation and to appoint Jenkins & Hogin as District General Counsel passed 5-0.

**B. ADDITIONS TO AGENDA - None**

**C. PUBLIC FORUM – None**

**D. REPORTS TO THE BOARD - None**

**E. CONSENT CALENDAR - None**

**F. PUBLIC HEARING - None**

**G. RESOLUTIONS**

**1. RESOLUTION NO. 14-01-14-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.**

Approve by roll call vote, Resolution No. 14-01-14-1, directing the General Manager to include the names of the newly elected officers and appointees, and by reading the title only and waiving further reading as follows:

**RESOLUTION NO. 14-01-14-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.**

Motion by Director Casey, seconded by Director DeMarco to approve Resolution No. 14-01-14-1. Motion to approve Resolution No. 14-01-14-01 unanimously passed by roll call vote, 5-0.

**H. BIDS, CONTRACTS, AND AGREEMENTS - None**

**I. ADMINISTRATIVE ITEMS - None**

**J. INFORMATIONAL ITEMS - None**

**K. BOARD MEMBER ITEMS - None**

**L. CLOSED SESSION - None**

**M. ADJOURNMENT**

Motion by Director Casey, seconded by Director Kahlert, to adjourn the meeting at 8:45 p.m. Motion passed 5-0.

**SUBMITTED BY:**

**James D. Ruth**  
**Secretary**

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-2**

**Date:** February 11, 2014

**To:** Honorable Board of Directors

**From:** General Manager

**Subject:** REVENUE & EXPENDITURE REPORT - DECEMBER, 2013

**RECOMMENDATION:**

Receive and file the Revenue and Expenditure Report for December, 2013.

**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 December, 2013.

REVENUE / EXPENDITURE SUMMARY REPORT  
 FUND 10 - GENERAL FUND  
 December 2013 @ 50%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
<b>Revenues</b>						
PROPERTY TAXES	712,540.00	712,540.00	392,859.32	311,146.36	319,680.68	55.1
STREET LIGHT ASSESSMENTS	249,000.00	249,000.00	137,262.40	108,764.96	111,737.60	55.1
USE OF MONEY AND PROPERTY	2,100.00	2,100.00	579.69	0.00	1,520.31	27.6
OTHER GOVERNMENT AGENCIES	57,800.00	57,800.00	814.32	814.32	56,985.68	1.4
FEES AND SERVICES	120,000.00	122,000.00	68,269.25	11,529.00	53,730.75	56.0
OTHER REVENUE	23,000.00	23,000.00	12,365.66	6,032.00	10,634.34	53.8
<b>Total Revenues</b>	<b>1,164,440.00</b>	<b>1,166,440.00</b>	<b>612,150.64</b>	<b>438,286.64</b>	<b>554,289.36</b>	<b>52.5</b>
<b>Expenditures</b>						
ADMINISTRATION 1, 2, 3, 4, 5	316,375.00	316,375.00	184,447.76	30,012.20	131,927.24	58.3
RECREATION 2	115,300.00	115,300.00	63,750.17	8,259.69	51,549.83	55.3
ROSSMOOR PARK 2, 6, 7, 8	176,815.00	176,815.00	92,654.38	14,375.31	84,160.62	52.4
MONTECITO CENTER 2, 6, 8, 9	69,020.00	69,020.00	35,706.07	6,524.53	33,313.93	51.7
RUSH PARK 2, 6, 7, 8	200,391.00	200,391.00	107,776.30	21,105.87	92,614.70	53.8
STREET LIGHTING	107,480.00	107,480.00	35,044.87	8,732.84	72,435.13	32.6
ROSSMOOR WALL	2,600.00	2,600.00	2,000.00	0.00	600.00	76.9
STREET SWEEPING	52,600.00	52,600.00	22,676.47	4,642.41	29,923.53	43.1
PARKWAY TREES 8	108,450.00	108,450.00	82,539.16	6,215.40	25,910.84	76.1
MINI-PARKS, MEDIANS & TRIANGLE 10	15,045.00	15,045.00	7,814.78	1,365.58	7,230.22	51.9
<b>Total Expenditures</b>	<b>1,164,076.00</b>	<b>1,164,076.00</b>	<b>634,409.96</b>	<b>101,233.83</b>	<b>529,666.04</b>	<b>54.5</b>

**Audited Fund Balance  
 at June 30, 2013**

**\$ 827,014.00**

**REVENUE REPORT**  
December 2013 @ 50%

Page: 2  
1/22/2014  
10:58 am

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	712,540.00	712,540.00	392,859.32	311,146.36	0.00	319,680.68	55.1
ASSESSMENTS	249,000.00	249,000.00	137,262.40	108,764.96	0.00	111,737.60	55.1
USE OF MONEY AND PROPERTY	2,100.00	2,100.00	579.69	0.00	0.00	1,520.31	27.6
OTHER GOVERNMENT AGENCIES	57,800.00	57,800.00	814.32	814.32	0.00	56,985.68	1.4
FEES AND SERVICES	122,000.00	122,000.00	68,269.25	11,529.00	0.00	53,730.75	56.0
OTHER REVENUE	23,000.00	23,000.00	12,365.66	6,032.00	0.00	10,634.34	53.8
Dept: 00	1,166,440.00	1,166,440.00	612,150.64	438,286.64	0.00	554,289.36	52.5
Revenues	1,166,440.00	1,166,440.00	612,150.64	438,286.64	0.00	554,289.36	52.5
Grand Total Net Effect:	1,166,440.00	1,166,440.00	612,150.64	438,286.64	0.00	554,289.36	

EXPENDITURE REPORT  
December 2013 @ 50%

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS 1,2	167,775.00	167,775.00	87,780.82	19,395.71	0.00	79,994.18	52.3
OPERATIONS AND MAINTENANCE 3	62,100.00	62,100.00	37,019.01	3,368.16	0.00	25,080.99	59.6
CONTRACT SERVICES 4,5	80,500.00	80,500.00	59,647.93	7,248.33	0.00	20,852.07	74.1
CAPITAL EXPENDITURES	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
ADMINISTRATION	316,375.00	316,375.00	184,447.76	30,012.20	0.00	131,927.24	58.3
Dept: 20 RECREATION							
SALARIES AND BENEFITS 2	84,300.00	84,300.00	47,331.42	7,695.64	0.00	36,968.58	56.1
OPERATIONS AND MAINTENANCE	25,500.00	25,500.00	14,626.57	383.70	0.00	10,873.43	57.4
CONTRACT SERVICES	3,500.00	3,500.00	1,765.23	180.35	0.00	1,734.77	50.4
CAPITAL EXPENDITURES	2,000.00	2,000.00	26.95	0.00	0.00	1,973.05	1.3
RECREATION	115,300.00	115,300.00	63,750.17	8,259.69	0.00	51,549.83	55.3
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS 2	62,850.00	62,850.00	30,261.36	5,451.09	0.00	32,588.64	48.1
OPERATIONS AND MAINTENANCE 6,7	71,065.00	71,065.00	43,762.73	6,058.23	0.00	27,302.27	61.6
CONTRACT SERVICES 8	42,400.00	42,400.00	18,630.29	2,865.99	0.00	23,769.71	43.9
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
ROSSMOOR PARK	176,815.00	176,815.00	92,654.38	14,375.31	0.00	84,160.62	52.4
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS 2,9	44,185.00	44,185.00	22,747.79	4,348.91	0.00	21,437.21	51.5
OPERATIONS AND MAINTENANCE 6	17,435.00	17,435.00	8,487.99	1,669.63	0.00	8,947.01	48.7
CONTRACT SERVICES 8	7,100.00	7,100.00	4,470.29	505.99	0.00	2,629.71	63.0
CAPITAL EXPENDITURES	300.00	300.00	0.00	0.00	0.00	300.00	0.0
MONTECITO CENTER	69,020.00	69,020.00	35,706.07	6,524.53	0.00	33,313.93	51.7
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS 2	64,225.00	64,225.00	31,723.81	5,526.14	0.00	32,501.19	49.4
OPERATIONS AND MAINTENANCE 6,7	93,266.00	93,266.00	57,422.20	12,713.74	0.00	35,843.80	61.6
CONTRACT SERVICES 8	42,400.00	42,400.00	18,630.29	2,865.99	0.00	23,769.71	43.9
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
RUSH PARK	200,391.00	200,391.00	107,776.30	21,105.87	0.00	92,614.70	53.8

**EXPENDITURE REPORT**  
December 2013 @ 50%

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	480.00	480.00	289.35	43.17	0.00	190.65	60.3
CONTRACT SERVICES	107,000.00	107,000.00	34,755.52	8,689.67	0.00	72,244.48	32.5
STREET LIGHTING	107,480.00	107,480.00	35,044.87	8,732.84	0.00	72,435.13	32.6
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,600.00	2,600.00	2,000.00	0.00	0.00	600.00	76.9
ROSSMOOR WALL	2,600.00	2,600.00	2,000.00	0.00	0.00	600.00	76.9
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	600.00	600.00	289.35	43.17	0.00	310.65	48.2
CONTRACT SERVICES	52,000.00	52,000.00	22,387.12	4,599.24	0.00	29,612.88	43.1
STREET SWEEPING	52,600.00	52,600.00	22,676.47	4,642.41	0.00	29,923.53	43.1
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	17,450.00	17,450.00	8,955.63	1,404.83	0.00	8,494.37	51.3
OPERATIONS AND MAINTENANCE 10	2,000.00	2,000.00	573.10	97.46	0.00	1,426.90	28.7
CONTRACT SERVICES	71,000.00	71,000.00	66,924.28	2,769.11	0.00	4,075.72	94.3
CAPITAL EXPENDITURES	18,000.00	18,000.00	6,086.15	1,944.00	0.00	11,913.85	33.8
PARKWAY TREES	108,450.00	108,450.00	82,539.16	6,215.40	0.00	25,910.84	76.1
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	1,520.00	1,520.00	469.07	78.28	0.00	1,050.93	30.9
OPERATIONS AND MAINTENANCE	9,250.00	9,250.00	5,215.37	976.41	0.00	4,034.63	56.4
CONTRACT SERVICES 8	4,175.00	4,175.00	2,130.34	310.89	0.00	2,044.66	51.0
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,045.00	15,045.00	7,814.78	1,365.58	0.00	7,230.22	51.9
Expenditures	1,164,076.00	1,164,076.00	634,409.96	101,233.83	0.00	529,666.04	54.5
Grand Total Net Effect:	-1,164,076.00	-1,164,076.00	-634,409.96	-101,233.83	0.00	-529,666.04	

REVENUE/EXPENDITURE REPORT  
December 2013 @ 50%

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013		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	655,000.00	655,000.00	360,671.71	306,845.59	0.00	294,328.29	55.1
3001	Current unsecured prop tax	25,200.00	25,200.00	16,901.95	0.00	0.00	8,298.05	67.1
3002	Prior secured property taxes	13,250.00	13,250.00	5,975.51	1,149.54	0.00	7,274.49	45.1
3003	Prior unsecured prop taxes	440.00	440.00	0.00	0.00	0.00	440.00	0.0
3004	Delinquent property taxes	950.00	950.00	0.00	0.00	0.00	950.00	0.0
3010	Current supplemental assessmnt	6,100.00	6,100.00	9,310.15	3,151.23	0.00	-3,210.15	152.6
3020	Public utility tax	11,600.00	11,600.00	0.00	0.00	0.00	11,600.00	0.0
PROPERTY TAXES		712,540.00	712,540.00	392,859.32	311,146.36	0.00	319,680.68	55.1
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	249,000.00	249,000.00	137,262.40	108,764.96	0.00	111,737.60	55.1
ASSESSMENTS		249,000.00	249,000.00	137,262.40	108,764.96	0.00	111,737.60	55.1
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,100.00	2,100.00	579.69	0.00	0.00	1,520.31	27.6
USE OF MONEY AND PROPERTY		2,100.00	2,100.00	579.69	0.00	0.00	1,520.31	27.6
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,800.00	5,800.00	814.32	814.32	0.00	4,985.68	14.0
3305	County street sweep reimburse	52,000.00	52,000.00	0.00	0.00	0.00	52,000.00	0.0
OTHER GOVERNMENT AGENCIES		57,800.00	57,800.00	814.32	814.32	0.00	56,985.68	1.4
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	12,500.00	12,500.00	6,373.75	847.00	0.00	6,126.25	51.0
3405	Wall Rental	500.00	500.00	180.00	20.00	0.00	320.00	36.0
3406	Ball field reservations	22,000.00	22,000.00	13,550.50	1,048.00	0.00	8,449.50	61.6
3410	Rossmoor building rental	4,500.00	4,500.00	1,482.00	80.00	0.00	3,018.00	32.9
3412	Montecito building rental	22,500.00	22,500.00	9,875.00	290.00	0.00	12,625.00	43.9
3414	Rush Park Building Rental	60,000.00	60,000.00	36,808.00	9,244.00	0.00	23,192.00	61.3
FEES AND SERVICES		122,000.00	122,000.00	68,269.25	11,529.00	0.00	53,730.75	56.0
Acct Class: 35 OTHER REVENUE								
3415	Tot Lot Tile Rev/Exp	0.00	0.00	4,639.96	30.00	0.00	-4,639.96	0.0
3500	Other miscellaneous revenue	3,000.00	3,000.00	1,725.70	2.00	0.00	1,274.30	57.5
3501	Funding/Misc. Studies	0.00	0.00	6,000.00	6,000.00	0.00	-6,000.00	0.0
3502	Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE		23,000.00	23,000.00	12,365.66	6,032.00	0.00	10,634.34	53.8
Dept: 00		1,166,440.00	1,166,440.00	612,150.64	438,286.64	0.00	554,289.36	52.5
Revenues		1,166,440.00	1,166,440.00	612,150.64	438,286.64	0.00	554,289.36	52.5
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	8,500.00	8,500.00	7,200.00	1,100.00	0.00	1,300.00	84.7
4001	Salaries - Full-time	115,875.00	115,875.00	60,659.61	14,220.36	0.00	55,215.39	52.3
4003	Salaries - Overtime	1,650.00	1,650.00	1,792.60	90.81	0.00	-142.60	108.6
4007	Vehicle Allowance	750.00	750.00	164.61	79.11	0.00	585.39	21.9
4010	Workers Compensation Insurance	4,500.00	4,500.00	497.81	361.08	0.00	4,002.19	11.1
4011	Medical Insurance	27,500.00	27,500.00	13,163.58	2,901.42	0.00	14,336.42	47.9
4015	Federal Payroll Tax -FICA	8,000.00	8,000.00	4,293.63	639.47	0.00	3,706.37	53.7
4018	State Payroll Taxes	1,000.00	1,000.00	8.98	3.46	0.00	991.02	0.9
SALARIES AND BENEFITS		167,775.00	167,775.00	87,780.82	19,395.71	0.00	79,994.18	52.3
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	13,500.00	13,500.00	12,388.50	0.00	0.00	1,111.50	91.8
5004	Memberships and Dues	6,400.00	6,400.00	5,480.36	217.39	0.00	919.64	85.6

REVENUE/EXPENDITURE REPORT  
December 2013 @ 50%

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013		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								
5006	Travel & Meetings	2,000.00	2,000.00	299.26	85.00	0.00	1,700.74	15.0
5007	Televised Meeting Costs	16,800.00	16,800.00	9,322.40	2,566.00	0.00	7,477.60	55.5
5010	Publications & Legal Notices 3	4,000.00	4,000.00	4,013.78	0.00	0.00	-13.78	100.3
5012	Printing	1,200.00	1,200.00	335.56	24.69	0.00	864.44	28.0
5014	Postage	3,000.00	3,000.00	407.44	198.80	0.00	2,592.56	13.6
5016	Office Supplies	7,200.00	7,200.00	3,208.09	82.93	0.00	3,991.91	44.6
5020	Telephone	1,500.00	1,500.00	131.62	129.51	0.00	1,368.38	8.8
5045	Miscellaneous Expenditures	5,500.00	5,500.00	960.96	0.00	0.00	4,539.04	17.5
5046	Bank Service Charge	1,000.00	1,000.00	471.04	63.84	0.00	528.96	47.1
OPERATIONS AND MAINTENANCE		62,100.00	62,100.00	37,019.01	3,368.16	0.00	25,080.99	59.6
Acct Class: 56 CONTRACT SERVICES								
5610	Legal Counsel 4	30,000.00	30,000.00	22,293.41	4,587.25	0.00	7,706.59	74.3
5615	Financial Audit-Consulting	8,500.00	8,500.00	8,500.00	0.00	0.00	0.00	100.0
5670	Other Professional Services 5	42,000.00	42,000.00	28,854.52	2,661.08	0.00	13,145.48	68.7
CONTRACT SERVICES		80,500.00	80,500.00	59,647.93	7,248.33	0.00	20,852.07	74.1
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
CAPITAL EXPENDITURES		6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0
ADMINISTRATION		316,375.00	316,375.00	184,447.76	30,012.20	0.00	131,927.24	58.3
Dept: 20 RECREATION								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	44,800.00	44,800.00	26,121.91	5,219.80	0.00	18,678.09	58.3
4002	Salaries - Part-time	22,000.00	22,000.00	12,026.71	1,132.77	0.00	9,973.29	54.7
4003	Salaries - Overtime 2	2,000.00	2,000.00	2,038.29	8.76	0.00	-38.29	101.9
4005	Salaries - Event Attendant	200.00	200.00	12.00	0.00	0.00	188.00	6.0
4007	Vehicle Allowance	500.00	500.00	137.02	0.00	0.00	362.98	27.4
4010	Workers Compensation Insurance	1,800.00	1,800.00	510.86	145.96	0.00	1,289.14	28.4
4011	Medical Insurance	7,000.00	7,000.00	3,347.06	737.66	0.00	3,652.94	47.8
4015	Federal Payroll Tax -FICA	5,000.00	5,000.00	3,056.70	450.69	0.00	1,943.30	61.1
4018	State Payroll Taxes	1,000.00	1,000.00	80.87	0.00	0.00	919.13	8.1
SALARIES AND BENEFITS		84,300.00	84,300.00	47,331.42	7,695.64	0.00	36,968.58	56.1
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5006	Travel & Meetings	500.00	500.00	14.19	132.17	0.00	485.81	2.8
5010	Publications & Legal Notices	200.00	200.00	150.18	0.00	0.00	49.82	75.1
5012	Printing	500.00	500.00	22.83	4.10	0.00	477.17	4.6
5014	Postage	300.00	300.00	12.80	0.00	0.00	287.20	4.3
5016	Office Supplies	1,000.00	1,000.00	684.80	117.92	0.00	315.20	68.5
5017	Community Events	14,000.00	14,000.00	6,727.48	0.00	0.00	7,272.52	48.1
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	814.29	129.51	0.00	985.71	45.2
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		25,500.00	25,500.00	14,626.57	383.70	0.00	10,873.43	57.4
Acct Class: 56 CONTRACT SERVICES								
5670	Other Professional Services	3,500.00	3,500.00	1,765.23	180.35	0.00	1,734.77	50.4
CONTRACT SERVICES		3,500.00	3,500.00	1,765.23	180.35	0.00	1,734.77	50.4
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	2,000.00	2,000.00	26.95	0.00	0.00	1,973.05	1.3
CAPITAL EXPENDITURES		2,000.00	2,000.00	26.95	0.00	0.00	1,973.05	1.3

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REVENUE/EXPENDITURE REPORT  
December 2013 @ 50%

Rossmoor Community

For the Period: 7/1/2013 to 12/31/2013	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
RECREATION	115,300.00	115,300.00	63,750.17	8,259.69	0.00	51,549.83	55.3
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	33,500.00	33,500.00	16,887.70	3,034.02	0.00	16,612.30	50.4
4002 Salaries - Part-time	10,300.00	10,300.00	5,230.42	731.60	0.00	5,069.58	50.8
4003 Salaries - Overtime 2	1,450.00	1,450.00	1,031.75	149.88	0.00	418.25	71.2
4005 Salaries - Event Attendant	500.00	500.00	26.40	0.00	0.00	473.60	5.3
4010 Workers Compensation Insurance	4,500.00	4,500.00	1,263.78	361.08	0.00	3,236.22	28.1
4011 Medical Insurance	8,700.00	8,700.00	4,134.60	911.24	0.00	4,565.40	47.5
4015 Federal Payroll Tax -FICA	3,300.00	3,300.00	1,685.49	263.27	0.00	1,614.51	51.1
4018 State Payroll Taxes	600.00	600.00	1.22	0.00	0.00	598.78	0.2
SALARIES AND BENEFITS	62,850.00	62,850.00	30,261.36	5,451.09	0.00	32,588.64	48.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	300.00	150.18	0.00	0.00	149.82	50.1
5012 Printing	300.00	300.00	11.41	2.05	0.00	288.59	3.8
5014 Postage	100.00	100.00	4.40	0.00	0.00	95.60	4.4
5016 Office Supplies	700.00	700.00	417.03	58.97	0.00	282.97	59.6
5018 Janitorial Supplies 6	3,500.00	3,500.00	2,524.89	667.36	0.00	975.11	72.1
5020 Telephone	1,600.00	1,600.00	826.51	129.51	0.00	773.49	51.7
5022 Utilities 7	43,000.00	43,000.00	33,083.95	3,761.25	0.00	9,916.05	76.9
5025 SECURED PROP TAX	815.00	815.00	426.45	0.00	0.00	388.55	52.3
5030 Vehicle Maintenance	1,500.00	1,500.00	269.96	47.07	0.00	1,230.04	18.0
5032 Building & Grounds-Maintenance	17,000.00	17,000.00	5,499.40	1,363.71	0.00	11,500.60	32.3
5034 Alarm Systems	750.00	750.00	413.38	28.31	0.00	336.62	55.1
5045 Miscellaneous Expenditures	500.00	500.00	135.17	0.00	0.00	364.83	27.0
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	71,065.00	71,065.00	43,762.73	6,058.23	0.00	27,302.27	61.6
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	38,000.00	38,000.00	15,930.00	2,655.00	0.00	22,070.00	41.9
5656 Tree Trimming 8	1,000.00	1,000.00	1,001.45	38.39	0.00	-1.45	100.1
5670 Other Professional Services	3,400.00	3,400.00	1,698.84	172.60	0.00	1,701.16	50.0
CONTRACT SERVICES	42,400.00	42,400.00	18,630.29	2,865.99	0.00	23,769.71	43.9
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
ROSSMOOR PARK	176,815.00	176,815.00	92,654.38	14,375.31	0.00	84,160.62	52.4
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time 9	27,800.00	27,800.00	14,270.76	2,613.78	0.00	13,529.24	51.3
4002 Salaries - Part-time	2,100.00	2,100.00	2,068.50	391.03	0.00	31.50	98.5
4003 Salaries - Overtime 2	785.00	785.00	710.45	114.07	0.00	74.55	90.5
4010 Workers Compensation Insurance	3,600.00	3,600.00	1,016.40	290.40	0.00	2,583.60	28.2
4011 Medical Insurance	7,100.00	7,100.00	3,346.70	737.30	0.00	3,753.30	47.1
4015 Federal Payroll Tax -FICA	2,250.00	2,250.00	1,330.34	202.33	0.00	919.66	59.1
4018 State Payroll Taxes	550.00	550.00	4.64	0.00	0.00	545.36	0.8
SALARIES AND BENEFITS	44,185.00	44,185.00	22,747.79	4,348.91	0.00	21,437.21	51.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	200.00	200.00	0.36	0.00	0.00	199.64	0.2
5012 Printing	150.00	150.00	11.41	2.05	0.00	138.59	7.6
5014 Postage	150.00	150.00	4.40	0.00	0.00	145.60	2.9
5016 Office Supplies	900.00	900.00	417.03	58.97	0.00	482.97	46.3
5018 Janitorial Supplies 6	3,600.00	3,600.00	2,524.89	667.36	0.00	1,075.11	70.1
5020 Telephone	1,650.00	1,650.00	826.51	129.51	0.00	823.49	50.1

REVENUE/EXPENDITURE REPORT  
December 2013 @ 50%

Rossmoor Community

For the Period:	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
7/1/2013 to 12/31/2013							
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5022 Utilities	3,500.00	3,500.00	1,975.12	416.28	0.00	1,524.88	56.4
5025 SECURED PROP TAX	685.00	685.00	358.13	0.00	0.00	326.87	52.3
5030 Vehicle Maintenance	1,500.00	1,500.00	269.96	47.08	0.00	1,230.04	18.0
5032 Building & Grounds-Maintenance	4,000.00	4,000.00	1,786.75	320.90	0.00	2,213.25	44.7
5034 Alarm Systems	500.00	500.00	178.26	27.48	0.00	321.74	35.7
5045 Miscellaneous Expenditures	250.00	250.00	135.17	0.00	0.00	114.83	54.1
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
<b>OPERATIONS AND MAINTENANCE</b>	<b>17,435.00</b>	<b>17,435.00</b>	<b>8,487.99</b>	<b>1,669.63</b>	<b>0.00</b>	<b>8,947.01</b>	<b>48.7</b>
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,300.00	3,300.00	1,770.00	295.00	0.00	1,530.00	53.6
5656 Tree Trimming 8	1,000.00	1,000.00	1,001.45	38.39	0.00	-1.45	100.1
5670 Other Professional Services	2,800.00	2,800.00	1,698.84	172.60	0.00	1,101.16	60.7
<b>CONTRACT SERVICES</b>	<b>7,100.00</b>	<b>7,100.00</b>	<b>4,470.29</b>	<b>505.99</b>	<b>0.00</b>	<b>2,629.71</b>	<b>63.0</b>
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	300.00	300.00	0.00	0.00	0.00	300.00	0.0
<b>CAPITAL EXPENDITURES</b>	<b>300.00</b>	<b>300.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>300.00</b>	<b>0.0</b>
<b>MONTECITO CENTER</b>	<b>69,020.00</b>	<b>69,020.00</b>	<b>35,706.07</b>	<b>6,524.53</b>	<b>0.00</b>	<b>33,313.93</b>	<b>51.7</b>
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	33,500.00	33,500.00	16,887.70	3,034.02	0.00	16,612.30	50.4
4002 Salaries - Part-time	8,200.00	8,200.00	4,700.85	731.60	0.00	3,499.15	57.3
4003 Salaries - Overtime 2	1,150.00	1,150.00	1,031.75	149.88	0.00	118.25	89.7
4005 Salaries - Event Attendant	4,000.00	4,000.00	1,866.60	75.00	0.00	2,133.40	46.7
4010 Workers Compensation Insurance	4,500.00	4,500.00	1,263.78	361.08	0.00	3,236.22	28.1
4011 Medical Insurance	8,700.00	8,700.00	4,134.60	911.24	0.00	4,565.40	47.5
4015 Federal Payroll Tax -FICA	3,400.00	3,400.00	1,786.31	263.32	0.00	1,613.69	52.5
4018 State Payroll Taxes	775.00	775.00	52.22	0.00	0.00	722.78	6.7
<b>SALARIES AND BENEFITS</b>	<b>64,225.00</b>	<b>64,225.00</b>	<b>31,723.81</b>	<b>5,526.14</b>	<b>0.00</b>	<b>32,501.19</b>	<b>49.4</b>
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	150.18	0.00	0.00	349.82	30.0
5012 Printing	500.00	500.00	11.42	2.05	0.00	488.58	2.3
5014 Postage	100.00	100.00	4.40	0.00	0.00	95.60	4.4
5016 Office Supplies	900.00	900.00	417.02	58.97	0.00	482.98	46.3
5018 Janitorial Supplies 6	3,600.00	3,600.00	2,532.45	669.35	0.00	1,067.55	70.3
5020 Telephone	1,800.00	1,800.00	826.51	129.51	0.00	973.49	45.9
5022 Utilities 7	53,000.00	53,000.00	37,536.37	6,943.36	0.00	15,463.63	70.8
5025 SECURED PROP TAX	3,116.00	3,116.00	1,710.57	78.53	0.00	1,405.43	54.9
5030 Vehicle Maintenance	1,500.00	1,500.00	269.96	47.08	0.00	1,230.04	18.0
5032 Building & Grounds-Maintenance	25,000.00	25,000.00	13,568.93	4,757.41	0.00	11,431.07	54.3
5034 Alarm Systems	750.00	750.00	259.24	27.48	0.00	490.76	34.6
5045 Miscellaneous Expenditures	500.00	500.00	135.15	0.00	0.00	364.85	27.0
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
<b>OPERATIONS AND MAINTENANCE</b>	<b>93,266.00</b>	<b>93,266.00</b>	<b>57,422.20</b>	<b>12,713.74</b>	<b>0.00</b>	<b>35,843.80</b>	<b>61.6</b>
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	38,000.00	38,000.00	15,930.00	2,655.00	0.00	22,070.00	41.9
5656 Tree Trimming 8	1,000.00	1,000.00	1,001.45	38.39	0.00	-1.45	100.1
5670 Other Professional Services	3,400.00	3,400.00	1,698.84	172.60	0.00	1,701.16	50.0
<b>CONTRACT SERVICES</b>	<b>42,400.00</b>	<b>42,400.00</b>	<b>18,630.29</b>	<b>2,865.99</b>	<b>0.00</b>	<b>23,769.71</b>	<b>43.9</b>
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0

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For the Period: 7/1/2013 to 12/31/2013		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 50 RUSH PARK								
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
RUSH PARK		200,391.00	200,391.00	107,776.30	21,105.87	0.00	92,614.70	53.8
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		480.00	480.00	289.35	43.17	0.00	190.65	60.3
OPERATIONS AND MAINTENANCE		480.00	480.00	289.35	43.17	0.00	190.65	60.3
Acct Class: 56 CONTRACT SERVICES								
5650 Lighting and Maintenance		107,000.00	107,000.00	34,755.52	8,689.67	0.00	72,244.48	32.5
CONTRACT SERVICES		107,000.00	107,000.00	34,755.52	8,689.67	0.00	72,244.48	32.5
STREET LIGHTING		107,480.00	107,480.00	35,044.87	8,732.84	0.00	72,435.13	32.6
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002 Insurance - Liability		2,500.00	2,500.00	2,000.00	0.00	0.00	500.00	80.0
5032 Building & Grounds-Maintenance		100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		2,600.00	2,600.00	2,000.00	0.00	0.00	600.00	76.9
ROSSMOOR WALL		2,600.00	2,600.00	2,000.00	0.00	0.00	600.00	76.9
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		500.00	500.00	289.35	43.17	0.00	210.65	57.9
5030 Vehicle Maintenance		100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		600.00	600.00	289.35	43.17	0.00	310.65	48.2
Acct Class: 56 CONTRACT SERVICES								
5642 Street Sweeping		52,000.00	52,000.00	22,387.12	4,599.24	0.00	29,612.88	43.1
CONTRACT SERVICES		52,000.00	52,000.00	22,387.12	4,599.24	0.00	29,612.88	43.1
STREET SWEEPING		52,600.00	52,600.00	22,676.47	4,642.41	0.00	29,923.53	43.1
Dept: 80 PARKWAY TREES <i>MARY</i>								
Acct Class: 40 SALARIES AND BENEFITS								
4002 Salaries - Part-time		15,500.00	15,500.00	8,238.43	1,273.88	0.00	7,261.57	53.2
4007 Vehicle Allowance		500.00	500.00	86.95	33.50	0.00	413.05	17.4
4010 Workers Compensation Insurance		250.00	250.00	0.00	0.00	0.00	250.00	0.0
4015 Federal Payroll Tax -FICA		900.00	900.00	630.25	97.45	0.00	269.75	70.0
4018 State Payroll Taxes		300.00	300.00	0.00	0.00	0.00	300.00	0.0
SALARIES AND BENEFITS		17,450.00	17,450.00	8,955.63	1,404.83	0.00	8,494.37	51.3
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012 Printing		50.00	50.00	0.62	0.43	0.00	49.38	1.2
5014 Postage		300.00	300.00	2.00	0.00	0.00	298.00	0.7
5016 Office Supplies		200.00	200.00	101.61	10.69	0.00	98.39	50.8
5020 Telephone		900.00	900.00	277.05	86.34	0.00	622.95	30.8
5030 Vehicle Maintenance		300.00	300.00	191.82	0.00	0.00	108.18	63.9
5051 Equipment Rental		250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		2,000.00	2,000.00	573.10	97.46	0.00	1,426.90	28.7
Acct Class: 56 CONTRACT SERVICES								
5656 Tree Trimming		60,000.00	60,000.00	63,213.43	2,431.43	0.00	-3,213.43	105.4
5660 TREE REMOVAL		3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
5662 SMALL TREE CARE		1,300.00	1,300.00	347.85	0.00	0.00	952.15	26.8
5670 Other Professional Services		6,000.00	6,000.00	3,363.00	337.68	0.00	2,637.00	56.1

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Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 80 PARKWAY TREES								
	CONTRACT SERVICES	71,000.00	71,000.00	66,924.28	2,769.11	0.00	4,075.72	94.3
	Acct Class: 60 CAPITAL EXPENDITURES							
6015	Trees	18,000.00	18,000.00	6,086.15	1,944.00	0.00	11,913.85	33.8
	CAPITAL EXPENDITURES	18,000.00	18,000.00	6,086.15	1,944.00	0.00	11,913.85	33.8
	PARKWAY TREES	108,450.00	108,450.00	82,539.16	6,215.40	0.00	25,910.84	76.1
Dept: 90 MINI-PARKS AND MEDIANS <i>OMERO</i>								
	Acct Class: 40 SALARIES AND BENEFITS							
4001	Salaries - Full-time	800.00	800.00	360.03	52.53	0.00	439.97	45.0
4002	Salaries - Part-time	375.00	375.00	0.00	0.00	0.00	375.00	0.0
4003	Salaries - Overtime	60.00	60.00	20.92	4.48	0.00	39.08	34.9
4010	Workers Compensation Insurance	200.00	200.00	59.15	16.90	0.00	140.85	29.6
4015	Federal Payroll Tax -FICA	70.00	70.00	28.97	4.37	0.00	41.03	41.4
4018	State Payroll Taxes	15.00	15.00	0.00	0.00	0.00	15.00	0.0
	SALARIES AND BENEFITS	1,520.00	1,520.00	469.07	78.28	0.00	1,050.93	30.9
	Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020	Telephone	500.00	500.00	284.40	43.16	0.00	215.60	56.9
5022	Utilities	7,500.00	7,500.00	4,120.47	933.25	0.00	3,379.53	54.9
5030	Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032	Building & Grounds-Maintenance <i>10</i>	750.00	750.00	810.50	0.00	0.00	-60.50	108.1
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
	OPERATIONS AND MAINTENANCE	9,250.00	9,250.00	5,215.37	976.41	0.00	4,034.63	56.4
	Acct Class: 56 CONTRACT SERVICES							
5655	Landscape Maintenance	3,600.00	3,600.00	1,770.00	295.00	0.00	1,830.00	49.2
5656	Tree Trimming	500.00	500.00	333.82	12.80	0.00	166.18	66.8
5670	Other Professional Services	75.00	75.00	26.52	3.09	0.00	48.48	35.4
	CONTRACT SERVICES	4,175.00	4,175.00	2,130.34	310.89	0.00	2,044.66	51.0
	Acct Class: 60 CAPITAL EXPENDITURES							
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	MINI-PARKS AND MEDIANS	15,045.00	15,045.00	7,814.78	1,365.58	0.00	7,230.22	51.9
Expenditures		1,164,076.00	1,164,076.00	634,409.96	101,233.83	0.00	529,666.04	54.5
Net Effect for GENERAL FUND		2,364.00	2,364.00	-22,259.32	337,052.81	0.00	24,623.32	-941.6
Change in Fund Balance:				-22,259.32				

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Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	201,604.00	201,604.00	0.00	0.00	0.00	201,604.00	0.0
PROPERTY TAXES		201,604.00	201,604.00	0.00	0.00	0.00	201,604.00	0.0
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	380,000.00	380,000.00	215,721.19	160,769.59	0.00	164,278.81	56.8
3101	Property assessments-prior yr	3,400.00	3,400.00	3,488.40	1,282.07	0.00	-88.40	102.6
ASSESSMENTS		383,400.00	383,400.00	219,209.59	162,051.66	0.00	164,190.41	57.2
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	0.00	0.00	7,479.06	0.00	0.00	-7,479.06	0.0
USE OF MONEY AND PROPERTY		0.00	0.00	7,479.06	0.00	0.00	-7,479.06	0.0
Dept: 00		585,004.00	585,004.00	226,688.65	162,051.66	0.00	358,315.35	38.7
Revenues		585,004.00	585,004.00	226,688.65	162,051.66	0.00	358,315.35	38.7
Expenditures								
Dept: 50 RUSH PARK								
Acct Class: 56 CONTRACT SERVICES								
5617	Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619	Bond Trustee	2,875.00	2,875.00	2,875.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES		22,875.00	22,875.00	2,875.00	0.00	0.00	20,000.00	12.6
Acct Class: 58 DEBT SERVICE								
5800	Principal	220,000.00	220,000.00	220,000.00	0.00	0.00	0.00	100.0
5801	Interest	135,160.00	135,160.00	70,990.00	0.00	0.00	64,170.00	52.5
DEBT SERVICE		355,160.00	355,160.00	290,990.00	0.00	0.00	64,170.00	81.9
Acct Class: 66 OTHER FINANCING USES								
6600	Transfer out to other funds	200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.0
OTHER FINANCING USES		200,000.00	200,000.00	0.00	0.00	0.00	200,000.00	0.0
RUSH PARK		578,035.00	578,035.00	293,865.00	0.00	0.00	284,170.00	50.8
Expenditures		578,035.00	578,035.00	293,865.00	0.00	0.00	284,170.00	50.8
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		6,969.00	6,969.00	-67,176.35	162,051.66	0.00	74,145.35	-963.9
Change in Fund Balance:				-67,176.35				

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Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	176,051.00	176,051.00	0.00	0.00	0.00	176,051.00	0.0
PROPERTY TAXES		176,051.00	176,051.00	0.00	0.00	0.00	176,051.00	0.0
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	87,700.00	87,700.00	48,325.70	36,625.70	0.00	39,374.30	55.1
3101	Property assessments-prior yr	780.00	780.00	770.92	283.34	0.00	9.08	98.8
ASSESSMENTS		88,480.00	88,480.00	49,096.62	36,909.04	0.00	39,383.38	55.5
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								
Revenues		265,531.00	265,531.00	49,096.62	36,909.04	0.00	216,434.38	18.5
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 56 CONTRACT SERVICES								
5619	Bond Trustee	2,530.00	2,530.00	2,530.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES		2,530.00	2,530.00	2,530.00	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	18,705.00	18,705.00	10,295.00	0.00	0.00	8,410.00	55.0
DEBT SERVICE		83,705.00	83,705.00	75,295.00	0.00	0.00	8,410.00	90.0
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	0.00	1,450.00	1,450.00	0.00	-1,450.00	0.0
CAPITAL EXPENDITURES		0.00	0.00	1,450.00	1,450.00	0.00	-1,450.00	0.0
ROSSMOOR WALL		86,235.00	86,235.00	79,275.00	1,450.00	0.00	6,960.00	91.9
Expenditures		86,235.00	86,235.00	79,275.00	1,450.00	0.00	6,960.00	91.9
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL		179,296.00	179,296.00	-30,178.38	35,459.04	0.00	209,474.38	-16.8
Change in Fund Balance:				-30,178.38				

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Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	225,573.00	225,573.00	0.00	0.00	0.00	225,573.00	0.0
PROPERTY TAXES		225,573.00	225,573.00	0.00	0.00	0.00	225,573.00	0.0
Dept: 00								
Revenues		225,573.00	225,573.00	0.00	0.00	0.00	225,573.00	0.0
Expenditures								
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	194,950.00	194,950.00	125,462.99	125,462.99	0.00	69,487.01	64.4
CAPITAL EXPENDITURES		194,950.00	194,950.00	125,462.99	125,462.99	0.00	69,487.01	64.4
RUSH PARK								
Dept: 65 ROSSMOOR WALL								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	0.00	0.00	-94.19	0.00	0.00	0.0
CAPITAL EXPENDITURES		0.00	0.00	0.00	-94.19	0.00	0.00	0.0
ROSSMOOR WALL								
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	16,050.00	16,050.00	13,429.31	12,823.50	0.00	2,620.69	83.7
OPERATIONS AND MAINTENANCE		16,050.00	16,050.00	13,429.31	12,823.50	0.00	2,620.69	83.7
CAPITAL PROJECTS		16,050.00	16,050.00	13,429.31	12,823.50	0.00	2,620.69	83.7
Expenditures		211,000.00	211,000.00	138,892.30	138,192.30	0.00	72,107.70	65.8
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		14,573.00	14,573.00	-138,892.30	-138,192.30	0.00	153,465.30	-953.1
Change in Fund Balance:				-138,892.30				
Grand Total Net Effect:		203,202.00	203,202.00	-258,506.35	396,371.21	0.00	461,708.35	

**ROSSMOOR COMMUNITY SERVICES DISTRICT  
FOOTNOTES - FINANCIAL REPORT  
NOVEMBER 2013  
EXPENDITURES**

* <b>#1 Board of Directors</b> 10-10-4000	Additional Board, Committee, and Ad Hoc meetings have been called. Amount will be adjusted in Amended Budget.
* <b>#2 Salaries - Overtime</b> 10-10-4003, 10-20-4003, 10-30-4003, 10-40-4003, 10-50-4003	Additional Board, Committee, and Ad Hoc meetings have been called. Also, changes in staff and staff medical leave needed coverage. Amount will be adjusted in Amended Budget.
* <b>#3 Publications and Legal Notices</b> 10-10-5010	Additional advertising costs and public notices were charged due staff recruitment. Amount will be adjusted in Amended Budget.
<b>#4 Legal Counsel</b> 10-10-5610	Additional legal services needed for unanticipated causes, ie staff change, etc. Amount will be adjusted in Amended Budget.
<b>#5 Other Professional Services</b> 10-10-5670	Additional professional services needed for unanticipated causes, ie staff change, etc. Amount will be adjusted in Amended Budget.
<b>#6 Janitorial Supplies</b> <b>10-30-5018,10-40-5018.10-50-5018</b>	Increase in janitorial supplies due to increased usage of parks and facilities Amount will be adjusted in Amended Budget.
<b>#7 Utilities</b> 10-30-5022,10-50-5022	Added watering in parks needed due to no rain has been needed. Amount will be adjusted in Amended Budget.
* <b>#8 Tree Trimming</b> 10-30-5656, 10-40-5656, 10-50-5656, 10-80-5656	Most of annal tree trimming is performed during summer months. However, amount will be adjusted in Amended Budget.
<b>#9 Part Time</b> 10-40-4002	Budget for Montecito should be higher. Amount will be adjusted in Amended Budget.
* <b>#10 Maintenance</b> 10-90-5032	Annual Backflow testing performed in August. Repairs were needed. Amount will be adjusted in Amended Budget.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-3**

**Date:** February 11, 2014  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** QUARTERLY STATUS REPORT

**RECOMMENDATION:**

Receive and file.

**BACKGROUND:**

The Quarterly Status Report is formatted to keep the Board informed of the current status of District goals and objectives. It is also intended that these reports convey status, priority and milestones in order to assist the Board in its decision making process and to better direct staff and resources.

**ATTACHMENTS:**

1. Second Quarter 2013-14 Status Report.
2. RCSD Mission Statement, Goals and Objectives.

# SECOND QUARTER FY 2013-2014 STATUS REPORT

## 1. RECREATION/FACILITIES REPORT

- a. Montecito Center—this facility is fully operational with no significant issues. A modified facility upgrade is included in this year’s CIP.
- b. Rush Park—the Rush Park facility is fully operational. The playground was totally upgraded and is in use by children.
- c. Movies/Concerts in the Park—Staff is planning a summer schedule of three movies, two concerts and a Shakespeare play for the summer.
- d. Rossmoor Park—there are no current issues.
- e. LAGSL—the Fall Ball season was completed with no neighborhood issues.
- f. Tennis Courts—there are no major issues to report.
- g. Grounds Maintenance—there are no significant issues.
- h. Tennis Pro—there are no issues to report.
- i. Fields and Courts—the use of our courts and fields continues at a high level.
- j. Reserved Picnic Sites—are being used at a reduced level due to weather.

2. **TREE PROGRAM**—Discussions are ongoing with the LAUSD regarding the future planting of parkway trees around the Rossmoor’s four elementary schools. The Quarterly Tree Report is on your Agenda

## 3. STREET SWEEPING

- a. Street Sweeping —there are still occasional complaints about street sweeping violations issued or streets not swept due to parked cars not ticketed. The issue of overlap of street sweeping and refuse collection on the first and third Monday of the month is dissipating. More containers are being placed on the parkway by residents, thus not being in the way of street sweeping.

## 4. STREET LIGHTING

- a. Street Lighting—there are no reportable issues.

## 5. COUNTY/CITIZEN MEETING OR REQUESTS

- a. Meetings with County Sheriff—meetings/phone calls were conducted on a regular basis with Lt. Robert Gunzel during the Quarter. Subjects at these meetings range from crime statistics to individual calls for service or information. Lt. Wren was reassigned and Lt. Robert Gunzel has taken over Patrol responsibility for Rossmoor. His quarterly crime statistics presentation is on your Agenda.
- b. Meetings with OCFA—meetings/phone calls are conducted on an as needed basis. There have not been any issues in the last year relating to fire/emergency issues other than preparation for the reconstruction of the I-405/Seal Beach Blvd overpass.
- c. Meetings with OCTA—meetings, public forums and phone calls are being conducted regularly with OCTA personnel and their consultants, as well as, constant emails regarding the status of the West County Connector and the I-405 Projects.

## 6. DISTRICT'S FINANCIAL RESOURCES

- a. Investments and Fiscal Status— the District's investments continue to draw a low rate of return compared to previous years. The District continues to maintain a cash balance of over one million dollars in cash and investments. Cash flow is closely monitored to ensure sound fiscal administration.
- b. Revenue and Expenditure Report—this item is covered in your Agenda.
- c. Grant Funds—there are no pending grant applications.
- d. FY 2013-2014 Mid-Year Adjusted Budget —will be on your March Agenda
- e. Annual Audit—the District's annual audit recommendations are a part of your Agenda.

## 7. COMMUNICATION WITH THE PUBLIC

- a. Quarterly Newsletter—the Quarterly Newsletter was distributed during the quarter. A growing number of residents are requesting that they receive the newsletter electronically. With the addition of the RHA's email list, electronically sent newsletters should continue to increase.
- b. Web Site—our web site been upgraded in cooperation with BreaIT. The new Transparency Module addresses the issues raised by the OC Grand Jury.

c. Community Email Data Base -is still under development. The email data base from the RHA when combined it with ours greatly increases our list of email recipients. As we obtain new email addresses, they are being added to the current list. With dissolution of the RPMT and their data base, this is no longer an option.

## **8. REFUSE COLLECTION**

a. There are no reportable issues.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**MISSION STATEMENT, GOALS**  
**AND OBJECTIVES**

**MISSION STATEMENT:** The mission of the Rossmoor Community Services District is to provide parks and recreation services, plant parkway trees and oversee median landscaping, provide for street lighting and street sweeping, act as an intermediary for certain County functions and perform other services consistent with its role as a limited government for residents of Rossmoor and to do so in the most responsive and cost-effective manner.

**GOAL I.** Provide for a variety of active and passive recreational opportunities at its facilities in a cost-effective manner, and maintain those facilities in good order.

Objective: Conduct an annual citizen survey in the fourth quarter to determine community desires and suggestions.

Objective: Based on survey responses and ongoing citizen input, revise existing programs and develop new programs as appropriate to meet the needs of the community.

Objective: Conduct a monthly inspection of all facilities and promptly take corrective action to ensure that they remain safe, sanitary and in good working order.

Objective: Oversee private rental of facilities and parks as appropriate and enforce rules so as to minimize cleaning and repair costs imposed on the District and impacts on nearby residents.

Objective: Co-sponsor the annual Rossmoor picnic and the July 4 fireworks at JFTB, and conduct three Movies in the Park at Rush Park during the summer.

Objective: Regularly monitor maintenance contractor to assure that lawn, trees and plants at all parks are properly watered, trimmed and maintained in a healthy condition and walkways are cleaned.

Objective: Monitor all construction and renovation contracts and projects and report status quarterly to the Board

**GOAL II:** Promote a healthy urban forest in Rossmoor

Objective: Plant a diverse population of trees in all locations that are currently vacant and replace trees within sixty days after removal except for removals due to construction.

Objective: Manage the current inventory of parkway trees in Rossmoor to keep them properly trimmed so as to be aesthetically pleasing and not hazardous to people or other property.

Objective: Promptly report to County all injured or damaged trees and other trees in need of safety trimming and request the County to submit safety trimming lists on a quarterly basis.

Objective: Submit aesthetic tree trimming list promptly to contractor monthly and monitor to assess compliance.

Objective: Prepare and distribute a quarterly tree report to the Board in accordance with Policy 3080.

Objective: Keep computerized tree inventory updated.

**GOAL III:** Manage street lighting and street sweeping operations in accordance with Policy 3085 and Southern California Edison requirements.

Objective: Immediately report citizen complaints about street sweeping to the street sweeping contractor and about street lights to SCE.

Objective: Regularly obtain data from the Sheriff's Dept. and street sweeping contractor concerning citations issued and vehicles left on the streets on sweeping days and report to the Board quarterly.

**GOAL IV:** Respond promptly to County requests for information and act as official conduit to and for the community regarding County services.

Objective: Work with the Orange County Sheriff's Department for the provision of law enforcement services tailored to the needs of the community by meeting with the responsible commander monthly and maintain an office for the Sheriff's deputy at Rush Park to aid in the provision of services in the most responsive manner.

Objective: Meet with the Orange County Fire officials semi-annually to promote the dissemination of fire safety information to the community.

Objective: Coordinate with the County and CR&R to immediately report resident complaints.

**GOAL V:** Maximize the District's available resources and ensure financial stability by maintaining a balanced budget and adhering to all applicable financial policies.

Objective: Manage and staff District facilities so as to provide the most cost-effective services possible for the community.

Objective: Collect user fees and charges for use of the Montecito Center and Rossmoor and Rush Parks in accordance with the latest fee schedule approved by the Board.

Objective: Review user fees annually during the first quarter and recommend adjustments to the Board in May according to Policy 6015.

Objective: Pursue available grant funds whenever appropriate as a means of preserving its resources for other needed priorities.

Objective: Invest available funds in accordance with the District's investment policy and state law so as to safeguard District funds, meet District liquidity needs and achieve the highest prudent return on investment and report to the Board quarterly in January, April, July and October.

Objective: Prepare Revenue and Expenditures report and submit to the Board monthly.

**GOAL VI:** Communicate important information to the community in a timely and effective manner.

Objective: Update the District's website at least monthly to inform the community about current District activities including Board meetings and completed projects.

- Objective: Publish and distribute a newsletter each quarter to each household in the community to disseminate information about District programs, projects, District-sponsored events, and matters affecting the community.
- Objective: Regularly submit press releases to the print media on items of interest to the public and the community and respond to local newspapers, County representatives, community organizations and residents promptly after their request is received.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-4**

**Date:** February 11, 2014

**To:** Honorable Board of Directors

**From:** General Manager

**SUBJECT:** QUARTERLY RECREATION REPORT

**RECOMMENDATION:**

Receive report.

**BACKGROUND:**

Attached is the Quarterly Recreation Report for the 2nd quarter of the 2013-2014 Fiscal Year. The report prepared by Interim Recreation Superintendent Chris Argueta describes the District's Recreation programs, goals and activities.

**ATTACHMENTS:**

1. Quarterly Recreation Report.

# **RCSD RECREATION DEPARTMENT**

## **QUARTERLY REPORT TO THE BOARD**

**February 2014**

**Chris Argueta**

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### **SUMMARY**

Warm temperatures have continued to bring families outdoors to enjoy Rossmoor's parks and all they have to offer. The Rossmoor Park basketball courts are currently reserved 5 days a week by local youth basketball leagues for practices. Rossmoor Park's horse shoe pits are utilized every Wednesday by a group of retirees who travel from as far as Downey to enjoy Rossmoor's horse shoe area. This group has been enjoying the horse shoe area on a weekly basis for nearly 2 years. Also the new playground at Rush Park has been a hit with families and children alike, they can be seen throughout the day running around having fun on all the new things the playground now has to offer. In addition, tennis reservations continue to be at a high, adding to the District's options of recreational activities.

The District's Recreation Department recently completed the following:

- Transitioning staff into their appropriate roles during the Recreation Superintendent's maternity leave
- Overseeing the 2<sup>nd</sup> Annual School Ghou Run/Walk event
- Coordinating construction of a new display cabinet at Rossmoor Park to house LAGSL Championship signage
- Overseeing completion of the 2013 LAGSL Fall Ball season
- Offering a successful Operation Santa Claus Holiday Toy Drive for the second straight year
- Overseeing the completion of the Rush Park Playground Renovation project in collaboration with the District's Playground Consultant and RCSD staff
- Attending the quarterly Sports Board meeting with representatives from Los Alamitos, Seal Beach and local community sports organizations

The popularity of the first annual School Ghou 5k Run/Walk event held in 2012 prompted race directors to hold a second annual School Ghou event. This year, race directors received approval from the County without a hitch and are continuing to coordinate the event with several volunteers and keeping Recreation staff apprised of any new developments. The 2013 event was held on Sunday, October 20 from 7:00 a.m. to 11:00 a.m. and included a vendor fair, pumpkin patch, costume contest and the addition of a Run/Walk 10k. As with the previous event, all proceeds will go to and benefit LAUSD schools. The event brought in almost twice as many participants compared to last year and still managed to run smoothly. It was well received by the community with many resident partaking in the event along with many children as well as a couple dogs joining in the fun. The event ran very smoothly with plenty of volunteers on hand to help from beginning to end.

A new display case was installed outside the Community Center building at Rossmoor Park. This will allow LAGSL to display past and future accomplishments for years to come. Just recently LAGSL's 12 and under All Star team received a championship title in the annual State and National tournaments. This is an incredible accomplishment as several hundred teams compete from the Southern California area to Arizona, Nevada and New Mexico areas.

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Historically, LAGSL All Star teams have excelled in these competitive tournaments, making the LAGSL one of the most reputable softball programs in Southern California for several decades. The display case will eliminate current signage on the back stop of Field 1 at Rossmoor Park, which was an issue raised by the Rossmoor Park Neighbors

Under the leadership of the new LAGSL President and Recreation staff, both entities worked together to coordinate permit requests for the use of Rossmoor Park for LAGSL's annual fall ball season. Recreation staff was also present to monitor practices and games and to ensure LAGSL is complying with all aspects of the MOU.

For the second year the District took part in a great Holiday Toy Drive, *Operation Santa Claus* and *Senior Santa*. Both were highly supported by generous residents from the Rossmoor community. In partnership with the Rossmoor Homeowners Association and Orange County Sheriff's Department, the District provided drop off locations for items donated. The outpour of giving was great this year, with almost double the amount of gifts collected compared to the previous year's total. Gifts were picked up and transported to the *Operation Santa Claus* distribution center where several volunteers organized gifts for the holidays. Due to the growing success of the toy drive, the Rossmoor Homeowners Association and the District will continue to partner up with the Orange County Sheriff's Department and make this an annual event for many years to come.

The District was also pleased to announce the completion of Rush Park Playground renovation which now meets all ADA and safety standards. The acquisition of a grant from Game Time, Inc. significantly reduced the cost of the equipment by matching 80% of the cost of equipment prior to any discounts. Rossmoor resident and dedicated volunteer, Lee Lindquist also helped by raising \$3,700 for the Rush Park Playground renovation project based on the 'Tiles for Tot Lot' fundraiser he began in 2012. The District's Playground Consultant, J.C. Boushh along with Recreation and Maintenance staff were there throughout the whole process to oversee the completion of the project and make sure it was completed by the beginning of the new year for all to enjoy. The whole theme of the playground represents Rossmoor very well. The theme incorporates a boat structure with sails, as well as, a fish that children can climb on. It also has a feature that allows children to hear different sounds of water along with plenty of other options for children of all ages to climb, jump, and slide on for endless hours of entertainment.

Recreation staff continues to attend the quarterly Sports Board meeting with representatives from Los Alamitos, Seal Beach, LAUSD and local community sports organizations. These meetings are designed to discuss any new updates or changes that are happening within each organization. This ranges from policy changes and fee increases to field and school remodeling or closures.

Rush Park was 1 of 25 collection sites in Orange County this year to offer a free and anonymous service for National Prescription Drug Take-Back Day on October 26, 2013. In an effort to help prevent prescription drug abuse and diversion, the Orange County Health Care Agency, local law enforcement agencies and community partners collaborated with the U.S. Drug Enforcement Administration (DEA) to collect expired, unused and unwanted prescription drugs. National rates of prescription drug abuse, accidental poisoning and overdoses are alarmingly high in the United States – More than seven million Americans currently abuse

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prescription drugs. The majority of abused prescription drugs are obtained from family and friends, including from the home medicine cabinet.

Recreation staff is currently working on the following projects:

- Securing the rental of the City of Chino Hills Show Mobile for the May Community Festival and Concerts in the Park events
- Scheduling bands for Concert in the Park events
- Coordinating dates with Shakespeare by the Sea event coordinators
- Collaborating with the Youth Center to celebrate their 25<sup>th</sup> Anniversary during the Rossmoor Park Summer Day Camp
- Preparing required County documents for special event permits for the District's summer Movies/Concerts/Shakespeare offerings
- Coordinating the "Tiles for Tot Lot" tile painting dates
- Continued attendance—Rossmoor Community Festival planning meetings
- Overseeing the coordination of LAGSL's Annual Carnival, Opening Day Parade and 2014 spring season permitting requirements

Recreation staff is currently selecting dates for the 2014 summer movies and concerts in the park series in order to secure rentals for the District's movie vendor, stage and band choices. Recreation staff has been previously informed the rental fees for movie equipment will be increased in 2014. The City of Chino Hills has recently informed us that they will once again be able to accommodate the District's request for the mobile show wagon for this year's summer events. They are currently working on processing our application and will be sending a confirmation once it is completed. Recreation staff will also be coordinating Shakespeare by the Sea show dates and researching bands for concerts in the park. Recreation staff is also researching new and exciting ideas to implement into the summer event offerings and will be collaborating with Youth Center staff and Kid's Night Out events to add to the success of District summer events.

Once the stage rental is secured, staff will begin the process of preparing required County documents for special events permits for the District's summer concert, as well as, our movies and Shakespeare offerings. Due to County permitting requirements regarding special events taking place in Rossmoor's parks, the District's Recreation Staff has been working closely with the County's permitting department. The District's General Counsel opined that the County has final jurisdiction over events taking place in the parks. This means the District is responsible for additional permitting fees for concerts and movies including on-site inspection fees for electrical permits.

In November of 2012, RHA member Lee Lindquist coordinated the first round of tile paintings for Tot Lot for Tiles program. Tiles continue to be added to the existing tile wall surrounding the Rush Park Tot Lot that were purchased and painted by individuals, families, businesses and organizations. The first round of the project was well received by the community with several inquiries for the next round. Mr. Lindquist and Recreation staff are in the process of coordinating another round of tile painting which will take place within the next few months. Proceeds generated from Tiles for Tot Lot will be used for tot lot upgrades.

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The annual Rossmoor Community Festival at Rush Park is fast-approaching. May is just around the corner, and the festival committee is meeting regularly to coordinate an event that will be better than ever. Recreation staff continues to attend monthly meetings and is anticipating another appearance from the Sheriff's helicopter and other vehicles and equipment that are used in the line of duty.

Due to the popularity of last year's food trucks, the festival committee will be contracting with three popular food trucks in addition to a funnel cake and kettle corn vendor to provide food for the event. The High Heel Dash will take place again on the grass in front of the stage area to avoid costly road encroachment permitting fees. Recreation staff will sponsor children's activities at the RCSD booth and offer additional informational materials. In addition, the popular Car Show and Dog Show will return adding to the day's festivities.

Recreation staff is in the process of finalizing permits for the LAGSL's annual carnival and their spring practice and game schedule. As a result of MOU negotiations, LAGSL relocated their carnival to Rush Park in 2012. Rush Park residents welcomed the event in their neighborhood. This year, the event will again take place at Rush Park on Saturday, February 8, 2014. As required by the District, the LAGSL will distribute notices to the neighbors informing them of the event and inviting them to attend. As in previous years, the event will include bounce houses, games and food. District staff will be present to monitor the event.

Respectfully Submitted By,

*Chris Argueta*

RCSD Interim Recreation Superintendent



**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-5**

**Date:** February 11, 2014  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** QUARTERLY TREE REPORT

**RECOMMENDATION:**

Receive report.

**BACKGROUND:**

Attached is the Quarterly Tree Report for the 2nd Quarter of the 2013-2014 fiscal year. This report is intended to provide the Board with the status of the work being performed in the maintenance and preservation of the community's urban forest. The report was prepared by the District's Tree Program Assistant, Mary Kingman.

**ATTACHMENTS:**

1. Quarterly Tree Report.

## 2013/ 2014 Tree Trimming, Planting and Removals

Month	Safety Trim	Small Trim	Medium Trim	Large Trim	Small Tree Removal	24" Box Plant	Sp 24" or 36" Box Plant	Tree & Stump Removal	In House S/Request
July-13	42							20	23
August-13	1	132	146	95		25			29
September-13		142	239	206				2	30
<b>1st Quarter Totals</b>	<b>43</b>	<b>274</b>	<b>385</b>	<b>301</b>		<b>25</b>		<b>22</b>	<b>82</b>
October-13		90	136	84					25
November-13		31	9					20	12
December-13						29			5
<b>2nd Quarter Totals</b>		<b>121</b>	<b>145</b>	<b>84</b>		<b>29</b>		<b>20</b>	<b>42</b>
January-13									
February-13									
March-13									
<b>3rd Quarter Totals</b>									
April-13									
May-13									
June-13									
<b>4th Quarter Totals</b>									
<b>FY 2012/2013 Totals</b>									

### CURRENT ACTIVITIES

Key: C=Complete I/P=In Progress On/G=Ongoing P=Pending

STATUS

<b>WCA</b>	
Park Trees Trimming	C
<b>OCPW</b>	
Tree Removals	C
County Safety Trims	In Progress
<b>RCSD</b>	
Vacant Site Planting	On/G
Tree Watering	On/G

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-1**

**Date:** February 11, 2014

**To:** Honorable Board of Directors

**From:** General Manager

**SUBJECT:** FY 2013-14 MID-YEAR BUDGET ADJUSTMENTS

**RECOMMENDATION:**

Lay this item over to the Regular March 11, 2014 meeting of the Board.

**BACKGROUND:**

In accordance with Policy No. 3020, the Budget Committee shall review budget adjustments prepared by the General Manager prior to the February Board meeting. It is also practical for the Public Works/CIP Committee to review the Capital Improvement Program project list and determine any reordering of project priorities and any budget implications resulting there from.

This year, a number of unanticipated expenses and capital costs were experienced at the close of the calendar year. Further, staffing issues resulted in a reduced number of work hours available to draft recommended budget adjustments in a normal time frame. Thus, it is deemed prudent for the Board to move this matter to its March meeting for action at that time. There will be no impact to the Budget Calendar due to this change.

**ATTACHMENTS:**

1. Policy No. 3020 Budget Preparation, adoption and Revision.

# Rossmoor Community Services District

**Policy**

**No. 3020**

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## **BUDGET PREPARATION, ADOPTION AND REVISION**

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**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:** February 11, 2014

**To:** Honorable Board of Directors

**From:** General Manager

**SUBJECT:** DISCUSSION AND POSSIBLE ACTION REGARDING LOCATION AND PLACEMENT OF SOUTHERN CALIFORNIA GAS SMART METERS AND TRANSMISSION ANTENNAS WITHIN THE DISTRICT

**RECOMMENDATION:**

Provide direction to General Manager regarding future actions regarding the installation of Smart Meters and transmission antennas in Rossmoor.

**BACKGROUND:**

At the January meeting of the Board, several action items were discussed. A motion was approved to write a letter to Supervisor Moorlach requesting a meeting with him to discuss the issue of smart meters and transmission antennas for tracking gas usage in Rossmoor. That letter was sent by President Maynard and is attached.

Supervisor Moorlach was then contacted and he agreed to meet with representatives of the District. That meeting took place on February 6th and was attended by President Maynard, Board Member Ron Casey, General Manager Jim Ruth, and SoCal Gas Co. representative, Mr. Paul A. Simonds.

District representatives presented their case for the need for further study prior to installation of a transmission antenna in Rossmoor, citing the report of the County of Santa Cruz Health Officer. Copies of the actions taken by the Orange County Board of Supervisors and the report of the County Health Officer are attached. Also attached is the SoCal Gas Co's response to that report.

Since the meeting concluded after publication of this Agenda, the meeting outcomes will be reported orally at this meeting of the Board.

**ATTACHMENTS:**

1. Letter to Supervisor John Moorlach dated January 16, 2014.
2. Email dated January 24, 2014 from Melodye Serino, County of Santa Cruz County PIO re: Smart Meter Installations in Santa Cruz County.
3. County of Santa Cruz Agenda Item No. 41 dated January 18, 2012 with Attachment B from County Health Officer re: Health Risks Associated with SmartMeters.
4. Email dated January 16, 2014 re: Response to Santa Cruz County Health Officer Report, above.
5. Letters from the Public re: Concerns about SmartMeter Installations in Rossmoor.
6. Articles re: Smart Meter Radiation.



**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
3001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 430-3707 / FAX (562) 431-3710

January 16, 2014

Honorable John Moorlach  
Supervisor Second District  
10 Civic Center Plaza  
Santa Ana, CA 92701

Dear Supervisor Moorlach,

On behalf of the Board of Directors of the Rossmoor Community Services District, I would respectfully ask your assistance in denying the Southern California Gas Company permit to install an Advanced Meter Utility Pole in our community.

On Tuesday, January 14, 2014, our Board of Directors voted to oppose the installation of the 25' tower in the locations proposed by the Gas Company.

Two locations have been proposed by the Gas Company and both have received public opposition due to the negative visual impact of the tower on residential properties. Public health concerns were also expressed at the meeting due to emissions generated by the proposed system.

We ask your cooperation and support in delaying approval of this permit to see if we can find a more compatible location. We would also like to meet with you face to face regarding this issue. Since time is of the essence on this matter, please let us know your availability over the next ten business days.

Respectfully,

Michael Maynard  
Board President  
Rossmoor Community Services District

**Henry Taboada**

---

**From:** Melodye Serino [CAO024@co.santa-cruz.ca.us]  
**Sent:** Friday, January 24, 2014 11:41 AM  
**To:** Henry Taboada  
**Subject:** FW: questions from 1/22

Had the wrong spelling for your last name so got a bounceback. Trying again.

Melodye Serino  
Senior Analyst  
Public Information Officer  
County Administrative Office  
831-454-3403

---

**From:** Melodye Serino  
**Sent:** Friday, January 24, 2014 11:19 AM  
**To:** 'htaboda@rossmoor-csd.org'  
**Subject:** questions from 1/22

Mr. Taboda: We spoke on the phone on Wednesday and you had some questions on our smart meter moratorium and the relationship of our building code to smart meter installations, particularly antennas. I promised to do some investigation and get back to you. Here is what I found:

Our moratorium expired on Dec 31, 2012.

We originally did a moratorium as an emergency ordinance on Sept. 14, 2010, which expired in December of that year. Here is the link to that board item:

[http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non\\_legacy/Minutes/2010/20100914/PDF/052.pdf](http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non_legacy/Minutes/2010/20100914/PDF/052.pdf)

The Board then extended the moratorium at the January 7, 2011 Board meeting, which ended that year. Here is the link:

[http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non\\_legacy/Minutes/2011/20110111/PDF/034-1.pdf](http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non_legacy/Minutes/2011/20110111/PDF/034-1.pdf)

And then extended again at the February 7 meeting which expired on 12/31/2012. Here is the link:

[http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non\\_legacy/Minutes/2012/20120207/PDF/010.pdf](http://sccounty01.co.santa-cruz.ca.us/bds/Govstream/BDSvData/non_legacy/Minutes/2012/20120207/PDF/010.pdf)

I spoke with our Chief Building official and he indicated we have no jurisdiction over smart meters. Everything on the line side, or utility side of the panel is under the authority / jurisdiction of the utility.

We are not included or involved in any way with smart meters as they relate to building permits.

Melodye Serino  
Senior Analyst  
Public Information Officer  
County Administrative Office  
831-454-3403



# County of Santa Cruz

## COUNTY ADMINISTRATIVE OFFICE

701 OCEAN STREET, SUITE 520, SANTA CRUZ, CA 95060-4073

(831) 454-2100 FAX: (831) 454-3420 TDD: (831) 454-2123

SUSAN MAURIELLO, J.D., COUNTY ADMINISTRATIVE OFFICER

January 18, 2012

AGENDA: January 24, 2012

Board of Supervisors  
County of Santa Cruz  
701 Ocean Street  
Santa Cruz, California 95060

### SmartMeter Moratorium

Dear Members of the Board:

On December 13, 2011, your Board directed this office to return today with a report on issues associated with the current SmartMeter moratorium ordinance, and information on the possible extension of the moratorium for an additional year. Your Board also directed the Public Health Officer to return with an analysis of the research on the health effects of SmartMeters, and directed County Counsel to return with a report regarding the legality of a public utility refusing service to customers who are willing to pay for service and are willing to have an analog meter.

As your Board is aware, the California Public Utility Commission is considering PG&E's application for modification to PG&E's SmartMeter proposal to include an option for residential customers who do not wish to have a wireless SmartMeter. The item was scheduled on the January 12, 2012 agenda, but the commission anticipates that a vote on the proposal will not happen prior to February 1, 2012.

### Moratorium Ordinance

Your Board has heard significant amounts of testimony regarding SmartMeters and concerns about their possible impact on health, questions about their accuracy, their inability to recover real-time data, privacy concerns, and the lack of safety standards for chronic long-term exposure to electromagnetic frequency radiation. In addition, PG&E has not presented studies to support their primary justification that the SmartMeter program will encourage customers to more effectively manage their utilization of electricity.

Given the broad concern about SmartMeter technology and your Board's desire to go on record, this office and County Counsel believe that notwithstanding the enforcement challenges, that it is in the best interest of public health, safety, and welfare for your Board to adopt the attached ordinance (Attachment A) implementing a temporary moratorium on the installation of SmartMeters in or on any home, apartment, condominium or business within the unincorporated area of the County. The purpose of the moratorium is to allow additional time to educate the CPUC about these concerns and allow time for adequate study of the impacts resulting from the SmartMeter technology.

PG&E, asserting that local governments do not have jurisdiction on the installation of the meters, has ignored the previous Santa Cruz County ordinance as well as similar ordinances adopted in other jurisdictions. PG&E believes that only the California Public Utilities Commission (CPUC) has the authority to stop installation of the meters. Elected representatives, including the Board of Supervisors of Marin County, have acknowledged the limits of their ordinances to actually stop the installation of the meters. However, jurisdictions have adopted their ordinances with statements that such ordinances play an important role by informing the CPUC of significant community concerns.

#### Health Officer Report

The Public Health Officer's report is provided as Attachment B. The report discusses the health risks associated with SmartMeters, the scientific reports and actions the public might take to mitigate potential harm.

#### PG&E Shutoff Update

At the December 13, 2011, meeting, your Board questioned the PG&E representative about the utility company's decision to shut off power to the homes of residents who removed their SmartMeters. Subsequent to that meeting, PG&E restored power to those residences with the intent of charging them based on past electrical bills.

#### Petition

At your January 10, 2012 meeting, your Board was presented with a petition to the California Public Utilities Commission regarding PG&E SmartMeter Opt-out Application, (Petition A.11-03-014). The petition provides the opportunity for local elected officials to urge the Commission to continue Petition A.11-03-014 for further public hearings. The petition is provided as Attachment C. It is recommended that your Board direct the Chair to sign the petition on behalf of the Board and submit it to the PUC.

#### IT IS THEREFORE RECOMMENDED THAT YOUR BOARD:

- (1) Direct the Chair to send a letter to the PUC calling for independent testing and monitoring of SmartMeters in place to determine duty cycles and frequency, especially in the following circumstances
  - Where both gas and electric meters are located closely together
  - Where there is a bank of SmartMeters such as on a multi-family residential building or apartment building
  - Where there is a collector meter on a home that serves the home, plus as many as 5000 other residential units in the area
  - Where a SmartMeter on a home acts as a relay for other local neighborhood meters

- (2) Direct the Chair to send a letter to the PUC and PG&E allowing any Santa Cruz County resident to request removal of a previously installed SmartMeter and the replacement with an analog meter
- (3) Accept and file the report from the Public Health Officer
- (4) Direct the Chair to sign the petition to the California Public Utilities Commission on behalf of the Board urging the Commission to delay consideration of a preliminary decision on PG&E's SmartMeter application until further public hearing and input are completed, and
- (5) Adopt the attached ordinance imposing a temporary moratorium on the installation of SmartMeters within the unincorporated area of Santa Cruz County and direct the Clerk of the Board to place the ordinance on the February 7, 2012 agenda for final consideration.

Very truly yours,



SUSAN A. MAURIELLO  
County Administrative Officer  
Attachments:

- A. Proposed Ordinance
- B. Report from Public Health Officer
- C. Petition to CPUC

cc: PG&E  
California Public Utilities Commission

ORDINANCE NO. 5114

**AN UNCODIFIED ORDINANCE OF THE COUNTY OF SANTA CRUZ  
IMPOSING A TEMPORARY MORATORIUM ON THE INSTALLATION  
OF SMARTMETERS AND RELATED EQUIPMENT IN, ALONG,  
ACROSS, UPON, UNDER AND OVER THE PUBLIC STREETS AND  
OTHER PLACES WITHIN THE UNINCORPORATED AREA OF SANTA  
CRUZ COUNTY**

The Board of Supervisors of the County of Santa Cruz find as follows:

**WHEREAS**, the County of Santa Cruz (the "County"), through its police powers granted by Article XI of the California Constitution, retains broad discretion to legislate for public purposes and for the general welfare, including but not limited to matters of public health, safety and consumer protection; and

**WHEREAS**, the County of Santa Cruz has a franchise agreement with PG&E that has been in effect since 1955; and

**WHEREAS**, in addition, the County retains authority under Article XII, Section 8 of the Constitution to grant franchises for public utilities, and pursuant to California Public Utilities Code section 6203, "may in such a franchise impose such other and additional terms and conditions..., whether governmental or contractual in character, as in the judgment of the legislative body are to the public interest;" and

**WHEREAS**, Public Utilities Code section 2902 reserves the County's right to supervise and regulate public utilities in matters affecting the health, convenience and safety of the general public, "such as the use and repair of public streets by any public utility, the location of the poles, wires, mains, or conduits of any public utility, on, under, or above any public streets, and the speed of common carriers operating within the limits of the municipal corporation;" and

**WHEREAS**, Pacific Gas & Electric Company ("PG&E") is now installing SmartMeters in Central and Northern California and is installing these meters within the County of Santa Cruz; and

**WHEREAS**, concerns about the impact and accuracy of SmartMeters have been raised nationwide, leading the Maryland Public Service Commission to deny permission on June 21, 2010 for the deployment of SmartMeters in that state. The State of Hawaii Public Utility Commission also recently declined to adopt a smart grid system in that state. The CPUC currently has pending before it a petition from the City and County of San Francisco, and other municipalities, seeking to delay

the implementation of SmartMeters until the questions about their accuracy can be evaluated; and

**WHEREAS**, major problems and deficiencies with SmartMeters in California have been brought to the attention of the Board of Supervisors of the County of Santa Cruz, including PG&E's confirmation that SmartMeters have provided incorrect readings costing ratepayers untold thousands of dollars in overcharges and PG&E's records outlined "risks" and "issues" including an ongoing inability to recover real-time data because of faulty hardware originating with PG&E vendors; and

**WHEREAS**, the ebb and flow of gas and electricity into homes discloses detailed information about private details of daily life. Energy usage data, measured moment by moment, allows the reconstruction of a household's activities: when people wake up, when they come home, when they go on vacation, and even when they take a hot bath. SmartMeters represent a new form of technology that relays detailed hitherto confidential information reflecting the times and amounts of the use of electrical power without adequately protecting that data from being accessed by unauthorized persons or entities and as such pose an unreasonable intrusion of utility customers' privacy rights and security interests. Indeed, the fact that the CPUC has not established safeguards for privacy in its regulatory approvals may violate the principles set forth by the U.S. Supreme Court in *Kyllo v. United States* (2001), 533 U.S. 27; and

**WHEREAS**, significant health questions have been raised concerning the increased electromagnetic frequency radiation (EMF) emitted by the wireless technology in SmartMeters, which will be in every house, apartment and business, thereby adding additional human-made EMF to our environment around the clock to the already existing EMF from utility poles, individual meters and telephone poles; and

**WHEREAS**, FCC safety standards do not exist for chronic long-term exposure to EMF or from multiple sources, and reported adverse health effects from electromagnetic pollution include sleep disorders, irritability, short term memory loss, headaches, anxiety, nausea, DNA breaks, abnormal cell growth, cancer, premature aging, etc. Because of untested technology, international scientists, environmental agencies, advocacy groups and doctors are calling for the use of caution in wireless technologies; and

**WHEREAS**, the primary justification given for the SmartMeters program is the assertion that it will encourage customers to move some of their electricity usage from daytime to evening hours; however, PG&E has conducted no actual pilot projects to determine whether this assumption is in fact correct. Non-transmitting time-of-day meters are already available for customers who desire

them, and enhanced customer education is a viable non-technological alternative to encourage electricity use time shifting. Further, some engineers and energy conservation experts believe that the SmartMeters program--in totality--could well actually increase total electricity consumption and therefore the carbon footprint; and

**WHEREAS**, this Board of Supervisors sent a letter to the CPUC on September 15, 2010 expressing concern about reports that SmartMeter technology was interfering with the proper functioning of common household devices and requesting a response from the CPUC; and

**WHEREAS**, there has been no response by the CPUC to the letter sent by the Board of Supervisors; and

**WHEREAS**, because the potential risks to the health, safety and welfare of County residents are so great, the Board of Supervisors wishes to adopt a moratorium on the installation of SmartMeters and related equipment within the unincorporated area of the County of Santa Cruz. The moratorium period will allow the Council on Science and Technology and legislative process referenced above to be completed and for additional information to be collected and analyzed regarding potential problems with SmartMeters; and

**WHEREAS**, there is a current and immediate threat to public health, safety and welfare because, without this urgency ordinance, SmartMeters or supporting equipment will be installed or constructed or modified in the County without PG&E's complying with the CPUC process for consultation with the local jurisdiction, the County's Code requirements, and subjecting residents of Santa Cruz County to the privacy, security, health, accuracy and consumer fraud risks of the unproven SmartMeter technology; and

**WHEREAS**, the Board of Supervisors hereby finds that it can be seen with certainty that there is no possibility that the adoption and implementation of this Ordinance may have a significant effect on the environment. This Ordinance does not authorize construction or installation of any facilities and, in fact, imposes greater restrictions on such construction and installation in order to protect the public health, safety and general welfare. This Ordinance is therefore exempt from the environmental review requirements of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of Title 14 of the California Code of Regulations; and

**WHEREAS**, there is no feasible alternative to satisfactorily study the potential impact identified above as well or better with a less burdensome or restrictive effect than the adoption of this interim urgency moratorium ordinance; and

**WHEREAS**, based on the foregoing it is in the best interest of public health, safety and welfare to allow adequate study of the impacts resulting from the SmartMeter technology; therefore it is appropriate to adopt a temporary moratorium that would remain in effect from the date of its adoption until December 31, 2012, unless your Board acts to repeal it prior to that date.

**NOW, THEREFORE BE IT ORDAINED** by the Board of Supervisors of the County of Santa Cruz as follows:

### **SECTION I**

Moratorium. From and after the effective date of this Ordinance, no SmartMeter may be installed in or on any home, apartment, condominium or business of any type within the unincorporated area of the County of Santa Cruz, and no equipment related to SmartMeters may be installed in, on, under, or above any public street or public right of way within the unincorporated area of the County of Santa Cruz.

### **SECTION II**

Violations of the Moratorium may be charged as infractions or misdemeanors as set forth in Chapter 1.12 of the Santa Cruz County Code. In addition, violations may be deemed public nuisances, with enforcement by injunction or any other remedy authorized by law.

### **SECTION III**

This Board of Supervisors finds and determines that: (a) there is a current and immediate threat to the public peace, health, or safety; (b) the moratorium must be imposed in order to protect and preserve the public interest, health, safety, comfort and convenience and to preserve the public welfare; and (c) it is necessary to preserve the public health and safety of all residents or landowners adjacent to such uses as are affected by this interim ordinance as well as to protect all of the citizens of Santa Cruz County by preserving and improving the aesthetic and economic conditions of the County.

### **SECTION IV**

If any provision of this interim ordinance is held to be unconstitutional, it is the intent of the Board of Supervisors that such portions of such ordinance are severable from the remainder and the remainder is given full force and effect.

**SECTION V**

This interim ordinance is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15060(c) (2) – the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment and Section 15060(c) (3) – the activity is not a project as defined in Section 15378 of the CEQA Guidelines, because it has no potential for resulting in physical change to the environment, directly or indirectly.

**SECTION VI**

This ordinance shall take effect on the 31<sup>st</sup> day after the date of final passage.

PASSED AND ADOPTED THIS 7<sup>th</sup> day of February, 2012, by the Board of Supervisors of the County of Santa Cruz by the following vote:

AYES: SUPERVISORS  
NOES: SUPERVISORS  
ABSENT: SUPERVISORS  
ABSTAIN: SUPERVISORS

\_\_\_\_\_  
Chairperson of the Board of Supervisors

Attest: \_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM:  
  
\_\_\_\_\_  
County Counsel



# County of Santa Cruz 0257

## HEALTH SERVICES AGENCY

POST OFFICE BOX 962, 1060 EMELINE AVE., SANTA CRUZ, CA 95061-0962  
 TELEPHONE: (831) 454-4114 FAX: (831) 454-5049 TDD: (831) 454-4123

**Poki Stewart Namkung, M.D., M.P.H.**  
**Health Officer**  
**Public Health Division**

### Memorandum

Date: January 13, 2012  
 To: Santa Cruz County Board of Supervisors  
 From: Poki Stewart Namkung, M.D., M.P.H. *PON*  
 Health Officer  
 Subject: Health Risks Associated With SmartMeters

### Overview

On December 13, 2011, Santa Cruz County Board of Supervisors directed the Public Health Officer to return on January 24, 2012, with an analysis of the research on the health effects of SmartMeters.

### **Background**

In order to analyze the potential health risks associated with SmartMeters, the following questions should be asked:

- 1) What is the SmartMeter system and what is the potential radiation exposure from the system?
- 2) What scientific evidence exists about the potential health risks associated with SmartMeters?
- 3) Are there actions that the public might take to mitigate any potential harm from SmartMeters?

SmartMeters are a new type of electrical meter that will measure consumer energy usage and send the information back to the utility by a wireless signal in the form of pulsed frequencies within the 800 MHz to 2400MHz range, contained in the microwave portion of the electromagnetic spectrum. SmartMeters are considered part of 'smart grid' technology that includes: a) a mesh network or series of pole-mounted wireless antennas at the neighborhood level to collect and transmit wireless information from all SmartMeters in that area back to the utility; b) collector meters, which are a special type of SmartMeter that collects the radiofrequency or microwave radiation signals from many surrounding

buildings (500-5000 homes or buildings) and sends the information back to the utility; and c) proposed for the future, a power transmitter to measure the energy use of individual appliances (e.g. washing machines, clothes dryers, dishwasher, etc) and send information via wireless radio frequency signal back to the SmartMeter. The primary rationale for SmartMeters and grid networks is to more accurately monitor and direct energy usage.

The public health issue of concern in regard to SmartMeters is the involuntary exposure of individuals and households to electromagnetic field (EMF) radiation. EMFs are everywhere, coming from both natural and man-made sources. The three broad classes of EMF are:

- extremely low frequency, ELF (from the sun or powerlines)
- radio frequency, RF (from communication devices, wireless devices, and SmartMeters)
- extremely high frequency, known as ionizing radiation (x-rays and gamma rays)

Much of this exposure is beyond our control and is a matter of personal choice; however, public exposure to RF fields is growing exponentially due to the proliferation of cell phones, and wireless fidelity (Wi-Fi) technology. To understand the relationship between EMF from SmartMeters and other sources, it is helpful to view the electromagnetic spectrum:

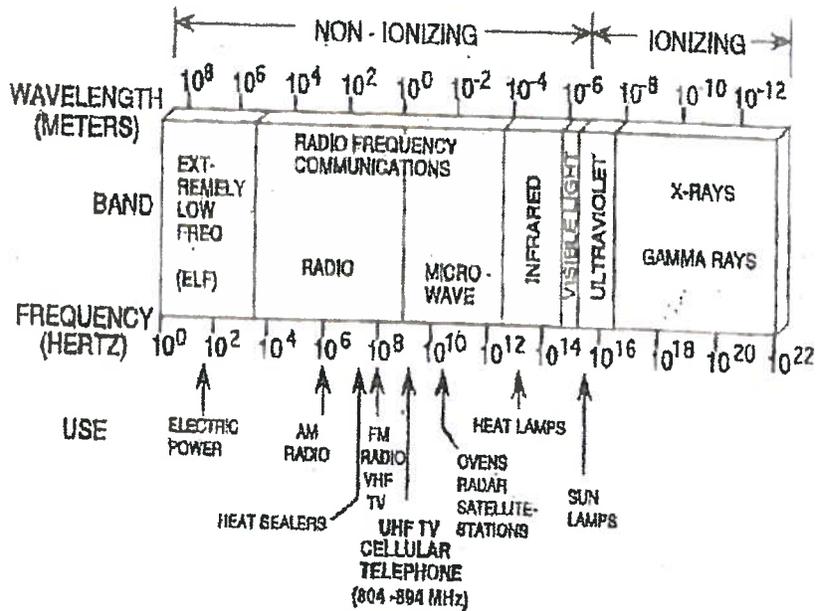


Fig. 1: The electromagnetic spectrum, showing the relations between ELF and RF fields, wavelength and frequency, and the ionizing and non-ionizing portions of the spectrum.

The Federal Communications Commission (FCC) has adopted limits for Maximum Permissible Exposure (MPE) that are based on exposure guidelines published by the National Council on Radiation Protection and Measurements (NCRP). The limits vary with

the frequency of the electromagnetic radiation and are expressed in units of microwatts per centimeter squared. A SmartMeter contains two antennas whose combined time-averaged public safety limit of exposure is  $655\mu\text{W}/\text{cm}^2$  (Sage, 2011). According to the California Council on Science and Technology (CCST) Report (2011), within distances of three to ten feet, SmartMeters would not exceed this limit. However, CCST did not account for the frequency of transmissions, reflection factors, banks of SmartMeters firing simultaneously, and distances closer than three feet. There are numerous situations in which the distance between the SmartMeters and humans is less than three feet on an ongoing basis, e.g. a SmartMeter mounted on the external wall to a bedroom with the bed placed adjacent to that mounting next to the internal wall. That distance is estimated to be one foot. The CCST Report also states that SmartMeters will generally transmit data once every four hours, and once the grid is fully functional, may transmit "more frequently." It has been aptly demonstrated by computer modeling and real measurement of existing meters that SmartMeters emit frequencies almost continuously, day and night, seven days a week. Furthermore, it is not possible to program them to not operate at 100% of a duty cycle (continuously) and therefore it should not be possible to state that SmartMeters do not exceed the time-averaged exposure limit. Additionally, exposure is additive and consumers may have already increased their exposures to radiofrequency radiation in the home through the voluntary use of wireless devices such as cell and cordless phones, personal digital assistants (PDAs), routers for internet access, home security systems, wireless baby surveillance (baby monitors) and other emerging devices. It would be impossible to know how close a consumer might be to their limit, making safety a uncertainty with the installation of a mandatory SmartMeter.

This report will focus on the documented health risks of EMF in general, the relevance of that data to SmartMeters exposure, the established guidelines for RF safety to the public at large, and then provide recommendations to ameliorate the risk to the public's health.

### **Evidence-based Health Risks of EMFs**

There is no scientific literature on the health risks of SmartMeters in particular as they are a new technology. However, there is a large body of research on the health risks of EMFs. Much of the data is concentrated on cell phone usage and as SmartMeters occupy the same energy spectrum as cell phones and depending on conditions, can exceed the whole body radiation exposure of cell phones (see Attachment B1, Figure 4). In terms of health risks, the causal factor under study is RF radiation whether it be from cell phones, Wi-Fi routers, cordless phones, or SmartMeters. Therefore all available, peer-reviewed, scientific research data can be extrapolated to apply to SmartMeters, taking into consideration the magnitude and the intensity of the exposure.

Since the mid-1990's the use of cellular and wireless devices has increased exponentially exposing the public to massively increased levels of RF. There is however, debate regarding the health risks posed to the public given these increased levels of radiation. It must be noted that there is little basic science funding for this type of research and it is largely funded by industry. An intriguing divide, noted by Genuis, 2011 is that most

research carried out by independent non-government or non-industry affiliated researchers suggests potentially serious effects from many non-ionizing radiation exposures; most research carried out by independent non-government or non-industry affiliated researchers suggests potentially serious effects from many non-ionizing radiation exposures research funded by industry and some governments seems to cast doubt on the potential for harm. Elements of the controversy stem from inability to replicate findings consistently in laboratory animal studies. However, analysis of many of the conflicting studies is not valid as the methodology used is not comparable. Despite this controversy, evidence is accumulating on the results of exposure to RF at non-thermal levels including increased permeability of the blood-brain barrier in the head (Eberhardt, 2008), harmful effects on sperm, double strand breaks in DNA which could lead to cancer genesis (Phillips, 2011), stress gene activation indicating an exposure to a toxin (Blank, 2011), and alterations in brain glucose metabolism (Volkow, 2011).

In terms of meta-analyzed epidemiological studies, all case-control epidemiological studies covering >10 years of cell phone use have reported an increased risk of brain tumors from the use of mobile phones (Hallberg, 2011). Other studies have pointed to an increasing risk of acoustic neuroma, salivary gland tumors, and eye cancer after several years of cell phone use and the tumors occur predominantly on the same side of the head as the phone is used. The analysis of brain cancer statistics since the mid 20<sup>th</sup> century in several countries reveals that brain tumor formation has a long latency time, an average of over 30 years to develop from initial damage. (Hallberg, 2011). Therefore using studies such as the Interphone Study which looked at shorter latency periods for the development of specific brain cancers will result in inconclusive data.

Another potential health risk related to EMF exposure, whose legitimacy as a phenomenon remains contentious, is electromagnetic hypersensitivity (EHS). In the 1950's, various centers in Eastern Europe began to describe and treat thousands of workers, generally employed in jobs involving microwave transmission. The afflicted individuals often presented with symptoms such as headaches, weakness, sleep disturbance, emotional instability, dizziness, memory impairment, fatigue, and heart palpitations. Clinical research to verify the physiological nature of this condition did not begin in earnest until the 1990's and found that the EMF involved was usually within the non-ionizing range of the electromagnetic spectrum. In the early 2000's, estimates of the occurrence of EHS began to swell with studies estimating the prevalence of this condition to be about 1.5% of the population of Sweden (Hilleert et al., 2002), 3.2% in California (Levallios et al., 2002), and 8% in Germany (infas Institut für angewandte Sozialwissenschaft GmbH, 2003).

In 2004, WHO declared EHS "a phenomenon where individuals experience adverse health effect while using or being in the vicinity of devices emanating electric, magnetic, or electromagnetic fields (EMFs)...Whatever its cause, EHS is a real and sometimes debilitating problem for the affected persons (Mild et al., 2004)."

Currently, research has demonstrated objective evidence to support the EHS diagnosis, defining pathophysiological mechanisms including immune dysregulation in vitro, with

increased production of selected cytokines and disruption and dysregulation of catecholamine physiology (Genuis, 2011).

Until recently, the diagnosis of EHS has not received much support from the medical community due to lack of objective evidence. In an effort to determine the legitimacy of EHS as a neurological disorder, however, a collection of scientists and physicians recently conducted a double-blinded research study that concluded that "EMF hypersensitivity can occur as a bona fide environmentally-inducible neurological syndrome (McCarty et al., 2011).

### **Safety Guidelines**

The guidelines currently used by the FCC were adopted in 1996, are thermally based, and are believed to protect against injury that may be caused by acute exposures that result in tissue heating or electric shock. FCC guidelines have a much lower certainty of safety than standards. Meeting the current FCC guidelines only assures that one should not have heat damage from SmartMeter exposure. It says nothing about safety from the risk of many chronic diseases that the public is most concerned about such as cancer, miscarriage, birth defects, semen quality, autoimmune diseases, etc. Therefore, when it comes to nonthermal effects of RF, FCC guidelines are irrelevant and cannot be used for any claims of SmartMeter safety unless heat damage is involved (Li, 2011).

There are no current, relevant public safety standards for pulsed RF involving chronic exposure of the public, nor of sensitive populations, nor of people with metal and medical implants that can be affected both by localized heating and by electromagnetic interference (EMI) for medical wireless implanted devices. Many other countries (9) have significantly lower RF/MW exposure standards ranging from 0.001 to 50  $\mu\text{W}/\text{cm}^2$  as compared with the US guideline of 200-1000  $\mu\text{W}/\text{cm}^2$ . Note that these recommended levels are considerably lower than the approximately 600  $\mu\text{W}/\text{cm}^2$ . (time-averaged) allowed for the RFR from SmartMeters operating in the low 900 MHz band mandated by the FCC based on only thermal consideration.

In summary, there is no scientific data to determine if there is a safe RF exposure level regarding its non-thermal effects. The question for governmental agencies is that given the uncertainty of safety, the evidence of existing and potential harm, should we err on the side of safety and take the precautionary avoidance measures? The two unique features of SmartMeter exposure are: 1) universal exposure thus far because of mandatory installation ensuring that virtually every household is exposed; 2) involuntary exposure whether one has a SmartMeter on their home or not due to the already ubiquitous saturation of installation in Santa Cruz County. Governmental agencies for protecting public health and safety should be much more vigilant towards involuntary environmental exposures because governmental agencies are the only defense against such involuntary exposure. Examples of actions that the public might take to limit exposure to electromagnetic radiation can be found in Attachment B2.

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Figure 4 from Hirsch; 2011

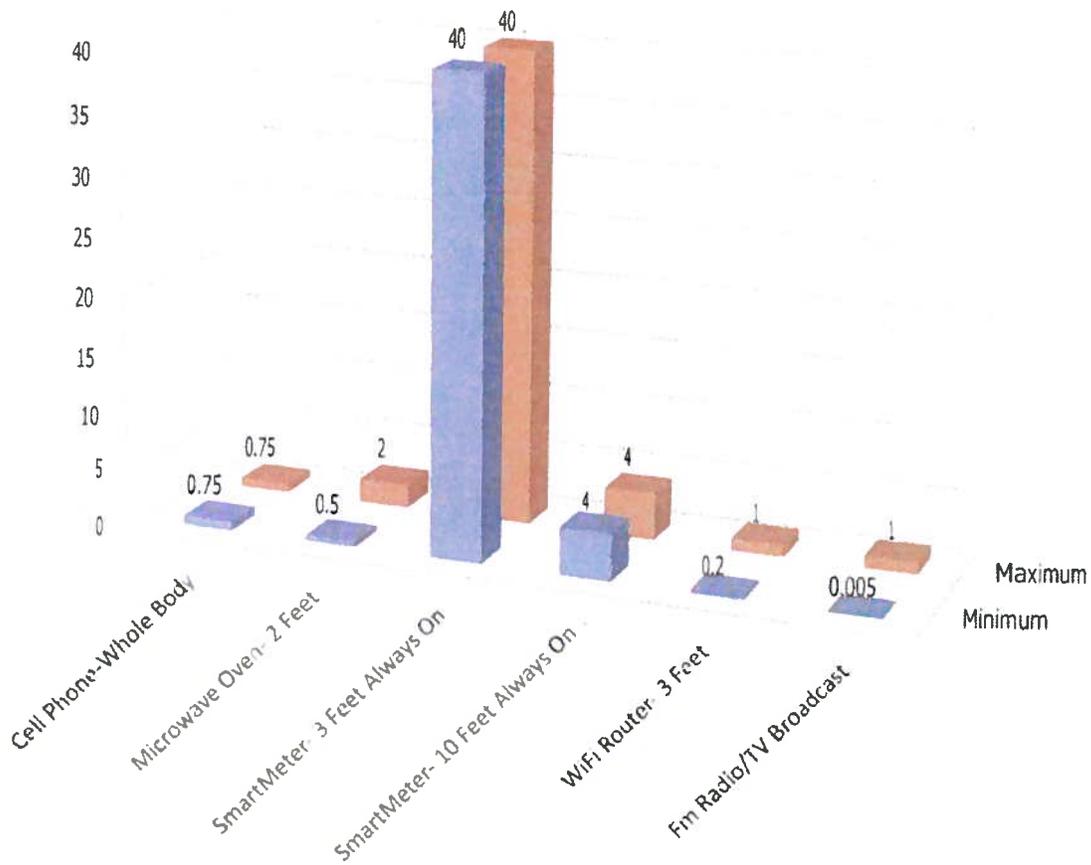


Figure 4. Comparison of Radio-Frequency Levels to the Whole Body from Various Sources in  $\mu$  W/cm<sup>2</sup> over time [corrected for assumed duty cycle and whole body exposure extrapolated from EPRI/CCST SmartMeter estimated levels at 3 feet].

## Examples of strategies to reduce electromagnetic radiation.

(Genuis SJ, 2011)

Sources of adverse EMR	Considerations to reduce EMR exposure
Cell phones and cordless phones	<ul style="list-style-type: none"> <li>• Minimize use of cell and cordless phones and use speaker phones when possible</li> <li>• Leave cell or cordless phone away from the body rather than in pocket or attached at the hip.</li> </ul>
Wireless internet	<ul style="list-style-type: none"> <li>• Use wired internet</li> <li>• Turn off the internet router when not in use (e.g. night-time)</li> <li>• Use power line network kits to achieve internet access by using existing wiring and avoiding wireless emissions.</li> </ul>
Computers releasing high EMR	<ul style="list-style-type: none"> <li>• Limit the amount of time spent working on a computer</li> <li>• Avoid setting a laptop computer on the lap</li> <li>• Increase the distance from the transformer.</li> <li>• Stay a reasonable distance away from the computer</li> </ul>
Handheld electronics (electric toothbrush, hair dryer, Smart phone, electronic tablets, etc.)	<ul style="list-style-type: none"> <li>• Limit the use of electronics and/or revert to using power-free devices</li> <li>• Turn devices off before going to sleep</li> <li>• Minimize electronics in bedrooms</li> </ul>
Fluorescent lights	<ul style="list-style-type: none"> <li>• Consider using alternate lighting such as incandescent (Uncertainty exists about the safety of LED lights)</li> <li>• Rely on natural sunlight for reading</li> </ul>
Household power	<ul style="list-style-type: none"> <li>• Measure levels of EMR and modify exposures as possible</li> <li>• Avoid sleeping near sites of elevated EMR</li> <li>• Filters can be used to mitigate dirty power</li> </ul>
High voltage power lines substations, transmission towers, and emitters (cell phone tower, radar, etc.)	<ul style="list-style-type: none"> <li>• Consider relocating to an area not in close proximity to high voltage power lines</li> <li>• Maintain considerable distance from emitters</li> <li>• Consider forms of shielding (shielding paints: grounded metal sheets)</li> </ul>
Utility neutral-to-ground bonded to water pipes	<ul style="list-style-type: none"> <li>• Increase size of neutral-wire to substation and install dielectric coupling in water pipe.</li> </ul>

Petition to the California Public Utilities Commission Re: PG&E SmartMeter Opt-out Application, A.11-03-014

We the undersigned elected officials urge the Commission to delay consideration of President Peevey's preliminary decision until further public hearing and input are completed. The decision, which calls for charging fees to customers who elect to opt out of the SmartMeter program, conflicts with local planning authority, does not protect the health or safety of all residents and imposes a prejudicial financial burden on ratepayers who chose to opt out of the program. We therefore urge the Commission to continue consideration of this matter until further public hearings are completed to ensure the due process rights of all stakeholders.

The order does not provide an empirical basis for the amount of the fees to be charged to opt out customers nor does it consider the net financial impact of PG&E's latest proposal to permit customer retention of analogue meters. Hence the order effectively eliminates a full and fair hearing process for these contested issues of fact to be considered and resolved.

Historically, telecommunications carriers throughout this state have complied with local planning codes which provide notice to residents as to the construction of transmission facilities. Pacific Gas and Electric Company ignored such codes in the deployment of the Smart Meter telecommunications network. Currently many of our jurisdictions have passed ordinances which impose a moratorium on wireless SmartMeters and have petitioned to opt out on a jurisdictional basis. The current order is silent on these issues and effectively discards them without consideration.

The decision also ignores the longstanding controversy and concern about the health impacts associated with electro-magnetic fields. A 1998 California Department of Health Services study commissioned by the California Public Utility Commission itself found that 3.2% of Californians reported hypersensitivity to electro-magnetic fields. A May 2011 study released by the World Health Organization/International Agency for Research on Cancer reclassified RF radiation of the type emitted by wireless equipment throughout the Smart Meter system as "possibly carcinogenic" to humans. President Peevey's order effectively imposes a different rate on many utility customers who need to avoid exposure in violation of California Public Utilities Code section 453(b) which states in pertinent part that "No public utility shall prejudice, disadvantage, or require different rates or deposit amounts from a person because of ancestry, medical condition, marital status or change in marital status, occupation..."

President Peevey's decision does not address these concerns nor does it the financial viability of wired equipment alternatives. In so doing, it eliminates a much anticipated public hearing process.

For all of the foregoing reasons, we respectfully urge the Commission to continue Petition A.11-03-014 matter for further hearings.

_____ Signature	_____ Jurisdiction

Maureen McCarty

0208

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**From:** Mark Stone [REDACTED]  
**Sent:** Monday, January 09, 2012 1:30 PM  
**To:** Maureen McCarty  
**Subject:** FW: smart meter opt-out letter and moratorium on smart meters

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**From:** theodora kerry:SMTP: [REDACTED]  
**Sent:** Monday, January 09, 2012 1:30:14 PM  
**To:** Mark Stone  
**Subject:** re: smart meter opt-out letter and moratorium on smart meters  
**Auto forwarded by a Rule**

This letter is directed to the whole Board of Supervisors, and, as such, should be included in the public record.

Dear Chairperson Stone.

Having attended the board meeting on Dec. 13, and witnessed the Board's active interrogation of the P.G.&E. rep's woeful defense of her employer's shutting off of electricity to customers who dared to protect their health and that of their children by removing their smart meters, I'm very disappointed to read the agenda for tomorrow's meeting only to find that the expected follow-through re: smart meters was nowhere to be found. While you did approve a letter to the CPUC expressing your opposition to opt-out charges, many of us need you to go further and protect our right to analog meters, as many health problems have been linked to smart meters that have their wireless component turned off. Despite PG&E's crying "public safety concerns", the analog meters have proven to be safe for decades, unlike the recently installed smart meters which have already been linked to health problems, fires, and overcharging. Unfortunately, the CPUC is supposed to decide this issue as early as Jan. 12, leaving you no time to write a stronger letter to the CPUC given that the issue is not on the agenda. While I applaud the strong stance you took with the PG&E's rep at the last meeting, that in itself does little to protect us, your constituents. Even the smart meter moratorium has been little more than window dressing as the Sheriff continues to use his power to protect PG&E contractors, instead of the local citizenry. I reiterate my call for you, the Board of Supervisors, to use your power of the purse strings to make it clear to the Sheriff that he is expected to support the moratorium/citizens, not the profiteering corporations.

Regardless of what you eventually decide, you, like the rest of us, are equally at the mercy of these meters. What you allow to be done unto us by PG&E is also being done unto you.

Theodora Kerry  
Santa Cruz, CA 95060

41

**Elizabeth Deering**

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**From:** Vaughn, Jennifer [REDACTED]  
**Sent:** Thursday, January 16, 2014 11:18 AM  
**To:** Elizabeth Deering; James Ruth  
**Cc:** 'Pamela.' [REDACTED] Simonds, Paul A  
**Subject:** Re: County of Santa Cruz Document

Hi Jim -

Thank you very much for your input. As we take in the memorandum authored by Santa Cruz County Health Officer, Public Health Department, Poki Stewart Namkung, it is worth noting that the issue this document takes up is the health effects of electric SMART meters, not SoCalGas' Advanced Meters.

Distinguishing between the two technologies is very important. First, as Namkung points out, most SMART Meters transmit data "using a wireless signal in the form of pulsed frequencies within the 800 MHz to 2400 MHz range...". SoCalGas' advanced meter communications device and the network communication system will operate in the 450 to 470 megahertz (MHz) band. These bands include the same FCC approved frequencies that have been used for many years in devices such as baby monitors, remote-controlled toys and video games. Further, the equipment manufacturer has conducted independent third-party testing of its devices, which are similar in RF output to the models SoCalGas is installing, and RF emissions were found to be far below FCC limits. When the device is transmitting, the exposure to RF is much lower than the exposure limits set by the FCC. For example:

- At eight inches from the front of the meter, exposure is almost 10,000 times lower than the 450-470 MHz FCC exposure limits.
- At two feet away while it is transmitting, exposure drops to 90,000 times below FCC exposure limits.

Another way to think about it would be, a person using a cell phone in their house can have as much as a million times more RF exposure than a person standing eight inches from an advanced meter when it is transmitting. Similarly, a person using a laptop computer can experience up to 5,000 times more RF exposure. If residents would still prefer not have an Advanced Meter installed, they may call 1-800-427-2200 and defer installation until SoCalGas is directed by the California Public Utilities Commission what charges may be applied to those customers who choose to "opt out" of the project. Once the utility is given that direction from the CPUC, we will reach out to everyone on our deferral list to provide what options are available.

All that said, it is my understanding that Rossmoor leadership is mostly concerned with the Data Collection Unit (receiver) scheduled to be installed along Foster Road. It's important to note what these units do – they collect data from the radio devices installed on meters in the area (not exclusive to Rossmoor). They are essentially in "sleep" mode most of the time. When they do transmit, they send nothing more than a cell relay, or cell call, with gas-use data back to SoCalGas, where we then present the data on-line on a next day basis back to our customers. The only RF exposure from this infrastructure would be that of a cell call, 26 feet in the air for about two minutes per day.

SoCalGas has made every effort to work with Rossmoor in establishing the location for this DCU. Within the parameters of the network needs, we have scoured the streets with staff, presented findings to the board on two occasions, agreed to work with a committee comprised of board members (which incidentally was never convened), spent time with residents who are potentially impacted from an aesthetic standpoint and even went as far as moving one DCU out of the community (at request of the board) into Los Alamitos. We do not have any other options in terms of locations for this DCU. As a franchised utility we reserve the right to install our equipment in the public right of way and are rolling out this project under the direction of the CPUC, which not only regulates SoCalGas, but its reach pre-empts any efforts by local authorities to suspend or otherwise stop the installation of the project's necessary infrastructure.

Please let me know if you have any questions and I will be happy to get back to you. Otherwise, we are finalizing the

location of the necessary DCU along Foster Road and will be pursuing the necessary ministerial permit from the County of Orange.

Thanks again,

Jennifer  
Jennifer Vaughn  
Public Affairs Manager  
Southern California Gas Company  
12631 Monarch St.  
Garden Grove, CA 92841  
[REDACTED]

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**From:** Elizabeth Deering [mailto:ideering@rossmoor-csd.org]  
**Sent:** Wednesday, January 15, 2014 02:39 PM Pacific Standard Time  
**To:** Vaughn, Jennifer  
**Cc:** James Ruth <jdruth@rossmoor-csd.org>  
**Subject:** County of Santa Cruz Document

Good Afternoon Jennifer,

As per your telephone conversation with Jim Ruth, please find the attached memorandum from the County of Santa Cruz Health Services Agency. Feel free to contact us with any questions. Have a wonderful afternoon.

Liz

**Elizabeth Deering**  
Administrative Assistant  
ideering@rossmoor-csd.org  
[www.rossmoor-csd.org](http://www.rossmoor-csd.org)



Rossmoor Community Services District  
3001 Blume Drive, Rossmoor, CA 90720  
562.430.3707

*"Designated the number one suburb in California and number nine in the nation"*



January 23, 2014

Mr. James Ruth, Manager  
Rossmoor Community Services District  
3001 Blume Drive  
Rossmoor, CA 90720

RE: Installation of SmartMeters/Transmission Tower

Dear Mr. Ruth:

It has been brought to my attention that Southern California Edison is proposing to place a transmission tower in close proximity to my home, which is located at the corner of Foster Road and Copa De Oro Drive. Apparently this tower is scheduled to be placed in the neighborhood park located on Foster Road, just north of Copa De Oro Drive.

A SmartMeter was installed at my home two or three years ago. Since that time I have read some disturbing concerns regarding the safety and accuracy of these systems. I do not pretend to know whether these concerns have merit. I can only hope that the problems associated with SmartMeters have been exaggerated; but it does concern me that safety of this system was not investigated prior to installation, so as to allay the concerns that consumers have expressed over and over again.

While I am certain that there are a great many reasons why the SmartMeters should not have been installed, I am even more certain that I do not want a transmission tower installed across the street from my home! Indeed, there are no words to describe the apprehension and annoyance I feel about the implementation of this plan. It strikes me as almost criminal that a few people could affect the lives of so many in such a cavalier manner. Let them place the transmission towers in their backyards, I do not want them here! In addition to the dangers that are likely associated with the implementation of this plan, it will be an eyesore and bring down property values. Enough! Please use every option available to put an end to this plan. It isn't fair, it isn't right, and more important, it more than likely isn't safe.

I would appreciate anything you can do to dissuade those responsible from continuing in their quest to install this tower. Thank you.

Sincerely yours,



Elizabeth H. Leap

██████ Copa De Oro Drive  
Rossmoor, CA 90720

Rossmoor Community Services District  
Attn: James Ruth - Manager  
3001 Blume Drive  
Rossmoor, CA 90720-4913

[REDACTED]  
23 Jan 2014

**Subject: Stop Installation of SmartMeter**

Our property borders Foster Park on the South and we are less than 50 yards from the Gas Company's proposed SmartMeter site.

We request RCSD vehemently oppose the installation of **any** SmartMeters within Rossmoor.

**Reasons:**

There are known health risks associated with chronic long term exposure to electromagnetic frequency radiation (EMF). SmartMeters are a significant source of involuntary exposure to EMF radiation. Once installed, they will add to the total EMF spectra already in our homes from utility poles, computers, WiFi routers, cell phones, wireless phones, microwave ovens, etc.

Once installed, there is no agency monitoring the SmartMeter frequency or increased usage (duty cycle). Without any agency control, the resultant EMF radiation could easily **exceed** the (claimed safe) time-averaged exposure limit.

The reality is that every household will be exposed to claimed initial but unknown future EMF radiation.

We refute the flawed survey and Gas Company's claim "...no one objects..."

We certainly do and so do others!

Phil & Victoria Cowan  
[REDACTED] Copa de Oro Drive  
Rossmoor, CA 90720-4913  
[REDACTED]

**file:SmartMeterObjection.doc**

**Richard Butterfield**

██████████ Salmon Dr.

Rossmoor, CA 90720

██████████ Cell

██████████ Home

**E-Mail:** ██████████

RCSD Board  
3001 Blume Dr.  
Rossmoor, CA 90720

January 22, 2014

Directors,

It has come to my attention that Southern California Gas Company is in the process of installing "Advanced Meters" in the near future in Rossmoor. Upon doing some research on the subject of "Smart Meters" I find that the subject of RMRE is still in question as to the safety of these meters. I am opposed to the future installation of these meters in Rossmoor.

I am enclosing some additional information for you to consider on this subject.

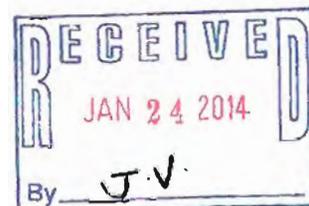
1. Sage Associates Environmental Consultants. "Assessment of Radiofrequency Microwave Radiation Emissions From Smart Meters" January 11, 2011 Summary only.
2. Smart Meter Radiation Information Sheet.
3. Introduction to Advanced Meters SoCalGas.

Thank you for your Consideration in this matter. Any questions feel free to contact me.

Sincerely,

  
Richard Butterfield

C.C. Supervisor John Moorlach



ALFRED & SHARON COLETTA  
[REDACTED]  
ROSSMOOR, CALIFORNIA 90720

Rossmoor Community Services District  
Attention: Mr. James Ruth, Manager  
3012 Blume Drive  
Rossmoor, California 90720

Re: Southern California Gas Company Proposed Smart Meter Technology for Rossmoor

Dear Mr. Ruth,

The purpose of this letter is to lodge my vehement objection to the proposed installation of Southern California Gas Company Smart Meter Towers within the Rossmoor community, and the associated telemetry equipment to be installed onto each residential gas meter.

The basis of my objection is supported by publicly available data evidencing the accumulation of radio frequency radiation in the environment, inclusive of the additional signals caused by Smart Meters, can potentially cause health effects.

Moreover, I deem the installation of a telemetry tower adjacent to or near any Rossmoor residence, Rossmoor Park or Rossmoor Mini Park, to be not only a health hazard, but also a blithe to the entire Rossmoor community that will negatively affect the value of the residences and community as a whole.

I urge the District to oppose this proposed Smart Meter technology into the Rossmoor community and to communicate this great concern with Supervisor John Moorlach.

Thank you for giving serious consideration to my request.

Very truly,

  
Alfred Coletta, Homeowner

  
Sharon Coletta, Homeowner

30 Jan 2014

Rossmoor Community Services District  
Attn: James Ruth - Manager  
3001 Blume Drive  
Rossmoor, CA 90720-4913  
(562) 430-3703

Subject: **Stop Installation of SmartMeters**

Dear Mr. Ruth,

It has come to our attention that The Gas Company is proposing to install a SmartMeter site on the south side of Foster Park.

We request RCSD vehemently oppose the installation of **any** SmartMeters within Rossmoor. These meters are supposed to help us manage our electricity usage and save both money and energy. While we are certainly in favor of both of these goals, studies have shown that these meters will save neither energy nor money. But instead, SmartMeters are:

\***EXPENSIVE**– utilities can charge more at certain times, and new "smart" appliances are costly.

\***PRIVACY & SECURITY RISKS** – Cyber-attack and hacking potential. Some of the most intimate details of our lives will be on display for anyone working for our utility, anyone working for the contractor who prepares our utility bills and anyone hacking into the system.

\***BAD FOR TREES, BIRDS & BEES** – studies and reports show growing evidence of harm to the natural world from chronic, pulsed radiofrequency radiation.

\***NOT SAFE** – the American Academy of Environmental Medicine [aaemonline.org], based on scientific assessment of the medical literature, wants an immediate moratorium on smart meter installations, and replacements with safe analog meters for people who request them "until serious health issues are resolved." Health affects accumulate and "children are at particular risk for altered brain development, and impaired learning and behavior", they say.

Please sponsor or support a law or rule to let us **OPT-OUT** of any future smart meters and get safe analog meters replacements for smart meters without penalties for protecting our health/privacy.

57 local governments in California, with a total population of **3,831,272**, demand moratoriums. Michigan, Maine, Georgia, Maryland, Pennsylvania, Hawaii & Vermont have **OPT-OUT** laws passed or in process. It's time to do it here.

We, therefore, urge you to support legislation that at least provides a free **OPT-OUT** for all those who do not want a smart meter.

Sincerely,

Andrea and Jim Palmer

 Copa de Oro Drive

Rossmoor, CA 90720



**From:** Alfred Coletta  
**To:** James Ruth; Elizabeth Deering  
**Subject:** Fwd: Gas Co Cell Tower  
**Date:** Friday, January 31, 2014 6:42:34 PM  
**Attachments:** image003.png

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Another letter in opposition.

Sent from my iPad

Begin forwarded message:

**From:** Mark Gibbs <[REDACTED]>  
**Date:** January 29, 2014, 2:41:17 PM PST  
**To:** Alfred Coletta <[REDACTED]>  
**Cc:** "[REDACTED]" <[REDACTED]>, "[REDACTED]" <[REDACTED]>, 'Susan Szymborski' <[REDACTED]>  
**Subject:** Gas Co Cell Tower  
**Reply-To:** [REDACTED] <[REDACTED]>

Mr. Coletta

Regarding the Gas Co. Cell tower install at Foster Park.  
My Back yard is **directly** behind Foster Park. I get that the Gas Co wants to improve their methods of collecting data. However we already have phone and electric lines in our backyard which are unsightly and are in fact emitting harmful risks to our health. Building this site will never add to the beautiful park benefit and the ROSSMOOR beauty which we now have ,but will most certainly add to the health risks and bring ugliness to our park. I'm sure that Foster Park was chosen because it was easy. We have plenty of areas to pick along the freeway, on top of one of the Rossmoor shopping center buildings, or the buildings along the 405. In the Eco friendly environment that most people are aware of today this is not a good choice. We must have a different solution or location have the Gas Co keep it as is today. Keep the meter readers its, green and it's a healthy job.  
**I am most definitely opposed to the building of a cell tower at Foster Park...**

*Thank you,  
Mark Gibbs*

*You Must see our "CUSTOM VAN WORK" click on the red link and go to "PHOTOS"  
[Mark Gibbs - Google Profile](#)*

*American Camper Shells  
American Van Works  
Mother Truckers*

# Smart Meter Radiation

Since the installation of a smart meter in homes, many people are reporting health symptoms, such as Sleep disturbances, chronic daily headaches, Dizziness, fatigue, Concentration & memory problems, Nervous & hormonal disturbances, Heart Palpitations, behavioral problems in children

## Reports on Smart Meter Radiation

Because the proliferation of smart meters is a relatively new phenomenon, there is little long-term research done on their effect on people’s health. However, there are a number of reports on the hundreds of studies that have been done on the dangers caused by the radiation that smart meters generate. One comprehensive **Report** was written by Poki Stewart Namkung, MD, Health Officer County of Santa Cruz: “Report on Health Risks Associated with Smart Meters”.

Another report in the form of a letter was sent by the American Academy of Environmental Medicine (AAEM) to the CPUC calling for a halt to wireless smart meters.

It’s important to understand that it isn’t just your own smart meter that’s a problem. You’re being impacted by the huge field of microwave radiation coming from the whole network of smart meters in your neighborhood.

Living near all these smart meters is like living very close to a cell tower or power lines. So opting out or placing a protective cap on your own smart meter will only protect you to a small degree—you’ll still be dealing with the radiation from all your neighbors’ smart meters.

## Smart Meter Dangers are Real!

Published November 10, 2013 | By Vidya, Editor

If you’ve been suffering from health symptoms since you had a smart meter attached to your home and others are telling you it’s just your imagination—take heart: **there is clear evidence stating that smart meter dangers are real.**

## Evidence of Smart Meter Dangers

The conclusions of independent research are that safety standards of the Federal Communications Commission (FCC) are woefully insufficient for guarding people against smart meter radiation levels—and that some installations of smart meters don’t even comply with those inadequate standards.

To begin with, FCC standards, set back in 1996, were based on studies with models of **healthy 6’2”, 220 lbs men exposed for short periods of time to wireless radiation.**

This, of course, is not even relevant in today's world, in which women, children and people in poor health are continuously exposed to the radiation from many different sources.

But perhaps most importantly, the FCC **only tested for thermal damage**—and the health risks independent researchers are finding today are from non-thermal radiation. Also, other sources of radiation (such as Wi-Fi, cell phones, and other wireless devices, all present in today's homes) were not present in the testing sessions with radiation.

For all these reasons, the report strongly cautions that smart meters are not safe.

## Wireless Radiation Correlated with Diseases

An article in the scientific journal *Pathophysiology* in 2007 by C. Sage and D. Carpenter outlines in detail the reasons for concern about wireless radiation. They cite studies linking non-thermal radiation to:

- Brain tumors
- Leukemia
- Breast Cancer
- Alzheimer's and ALS
- DNA damage
- Breakage of blood-brain barrier
- Altered immune function



They conclude that:

*“The rapidly expanding development of new wireless technologies and the long latency for the development of such serious diseases as brain cancers means that failure to take immediate action to reduce risks may result in an epidemic of potentially fatal diseases in the future.”*

Certain groups of people are especially vulnerable to smart meter radiation dangers: **children** (who absorb radiation at a greater rate than adults), people with **electromagnetic sensitivity**, people wearing pacemakers, and chronically or acutely ill people whose immune systems are compromised.

# Introduction to Advanced Meter SoCalGas

## What is an advanced meter?

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Southern California Gas Company (SoCalGas) is upgrading our metering system by adding a communication device to all residential and business natural gas meters. Your gas usage is still measured the same way it is today, but with the advanced meter, it is automatically and securely transmitted to our customer service and billing center. And with an advanced meter, you will have access to view hourly, daily and weekly gas usage, as well as up to 13 months of monthly data (depending on how long you've been enrolled in My Account). By better understanding how much gas you're using and when, you can better identify ways to save.

SoCalGas will install the advanced meter on nearly six million natural gas meters starting in late 2012 through 2017.

### See when we will be in your neighborhood:

» [View installation schedule](#)

## Why change to advanced meters?

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SoCalGas has been providing safe and reliable service to the communities we serve for more than 140 years. This technology evolution allows us to more efficiently serve our customers and empower them with more information about their gas usage so they can make more informed decisions and better control their energy bills. With the additional information advanced meters provide, customers can:

- Better understand and manage gas use and costs
- Identify sudden usage spikes
- Make more informed decisions about their energy use and do their part to conserve resources now and for future generations

## How does the advanced meter work?

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With an advanced meter, your gas usage will be measured just as it is today by your current meter. And your bill will continue to be based on a monthly read of your usage.

However, we will no longer need to come to your property each month to manually read your gas meter. Instead, the advanced meter communication device will turn on for a fraction of a second each day to automatically read and transmit your encrypted gas usage information directly to one of our data collectors.

The information is then sent wirelessly to Southern California Gas Company (SoCalGas) for billing and presented to you via My Account. No sensitive, personally identifiable customer information is transmitted. And by having more frequent and detailed information about your gas usage, you can make more informed choices to better manage and control your gas costs.

The advanced meter is powered by two special AA batteries, similar in technology to those used in pacemakers. Battery voltage is reported along with gas usage data, so we can monitor the batteries and replace the device as necessary. Because the energy required to transmit the data is so low, these batteries are expected to keep a charge for at least 20 years.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-3**

**Date:** February 11, 2014

**To:** Honorable Board of Directors

**From:** General Manager

**SUBJECT:** REQUEST FOR AUTHORIZATION TO CONDUCT A FEE STUDY FOR DISTRICT FACILITIES AND FIELDS

**RECOMMENDATION:**

Authorize General Manager to contract for services for the conduct of a fee study of District facilities and fields.

**BACKGROUND:**

At the March 2007 meeting the Board authorized the General Manager to execute an agreement with Public Resource Management Group (PRM) to conduct the first professional fee study. Up to that time, fees and charges had evolved piecemeal by staff and community volunteers. At the September 2007 meeting of the Board, staff and PRM presented its findings to the Board and the General Manager proposed a comprehensive Fee Schedule which was adopted at that meeting.

Prior to that adoption, it was determined that the District was incurring \$542,728 in costs for facilities and fields and only \$87,500 was being recovered. That amounted to a \$455,228 subsidy. The law only permits the recovery of actual costs incurred, but no community attempts full recovery. To do so would price users out of the market. What is considered a reasonable approach is to structure fees and charges to recover sufficient revenues which are consistent with the agency's ability provide the highest and best level of service and which are common in its market place.

The 2007 recovery rate of 16% did not allow for the growth of the District's recreation program and the cost of maintaining its facilities at an acceptable level. The Fee Schedule adopted in 2007 brought the recovery rate up into the range of 27-30%. This did not lower the

rental demand for facilities and fields; in fact, user demand increased as facilities and fields were improved.

Since that time, periodic adjustments have been proposed and approved by the Board based on additional professional updates in 2009 and a staff update in 2011. Those two studies resulted in recovery rates of 23% and 24.7%, respectively.

Due to many changes in fees and charges in surrounding cities and increasing demands for certain facilities and fields, it may be deemed prudent to once again conduct a professional fee study aimed at obtaining a reasonable return on the cost of providing those facilities and fields.

The cost of a new professional fee study is estimated to be in the \$7-\$10,000 range and is not budgeted in Fund 10. A budget adjustment would be necessary to pay for the study in this fiscal year.

**ATTACHMENTS:**

1. 2006 Fee Schedule.
2. 2007/2008 User Fee Study Summary Sheet.
3. 2010/2011 Fee Schedule w/Study Materials
4. Current Fee Schedule.
5. Policy No. 6015 Establishment of Fees and Charges for Use of District Buildings and Facilities.

**2006 Fee Schedule**

**Effective 3/1/06**

<b>All Facilities</b>	<b>Flate Rate</b>
Reservation Fee	7.50
False Alarm Fee	74.00
Cleaning Deposit - no food or drinks	50.00
Cleaning Deposit - w/food and/or drinks	125.00

<b>Rossmoor Park</b>	<b>Hourly Rate</b>
Community Room	24.00
Kitchen	13.00
Ball Field	5.00
<b>Montecito Center</b>	20.00
<b>Rush Park</b>	
Auditorium	43.00
Attendant	13.00
East Room	9.00
West Room	8.00
Ball Field	5.00

# USER FEE STUDY SUMMARY SHEET

## - TOTAL PROGRAM INFORMATION -

Agency:

Rossmoor

Department:

Community Services District

Fiscal Year:

2007/2008

Service Name	Service Type	Revenue @ Current Fee	% of Full Cost	Revenue @ 100% Full Cost	Current Subsidy	Recommendations		
						Cost Recovery %	Revenue @ Recomm Level	Increased Revenue
1 Reservation fee	Fee	\$1,500	38%	\$3,975	\$2,475			
2 NSF Check return	New fee	\$0	0%	\$96	\$96			
3 Rossmoor Park - Tennis	Fee	\$7,000	13%	\$55,896	\$48,896			
4 Rossmoor Park - Fields (Softball, Volleyball, Bsktb)	Fee	\$13,000	11%	\$121,258	\$108,258			
5 Rossmoor Park - Building Rental	Fee	\$8,000	11%	\$73,317	\$65,317			
7 Montecito Building Rental	Fee	\$25,000	30%	\$83,628	\$58,628			
8 Rush Park - Ball fields	Fee	\$0	0%	\$56,453	\$56,453			
9 Rush Park - Building Rental	Fee	\$33,000	22%	\$148,201	\$115,201			
13 Parkway Trees	Non fee	\$8,000	6%	\$124,527	\$116,527			
16 General CSD Services & Comm Events	Non fee	\$0	0%	\$260,590	\$260,590			
Total User Fees		\$87,500		\$542,728	\$455,228		\$0	\$0
% of Full Cost		16%		100%	84%		0%	0%
Total Other Services		\$8,000		\$385,212	\$377,212		\$0	\$0
% of Full Cost		2%		100%	98%		0%	0%
Department Totals		\$95,500		\$927,940	\$832,440		\$0	\$0
% of Full Cost		10%		100%	90%		0%	0%



# RCSD FEE SCHEDULE 2010/2011



**RUSH PARK** 3001 Blume Dr., Rossmoor, CA 90720

FACILITIES	NON RES	RES	L/ T	CAP
Auditorium ★	\$70 hr.	\$50 hr.	\$45 hr.	300-600
East Rm	\$18 hr.	\$13 hr.	\$10 hr.	30
West Rm	\$14 hr.	\$10 hr.	\$9 hr.	15
Kitchen	\$55 hr.	\$40 hr.	N/A	N/A

FIELDS-Hrly	NON RES	RESIDENT	L/ T	Softball
Fields 1, 2, 3	\$17 hr.	\$11 hr.	\$6 hr.	Soccer

**HOURLY FEES: EVENT ATTENDANT (4 hr. min.) \$15**

An Event Attendant may be mandatorily assigned to oversee your event as determined by the RCSD

MISC. RENTAL FEES (per use)	
Podium	\$50
Portable Screen	\$10
Risers	\$20
Pres/Project Equip.	\$25
Hand Microphones	\$30

PICNIC SITES	NON RES	RESIDENT
Canopy A	\$20+	\$10+
Site B	\$20+	\$10+

**Flat Rate + UP Reservation Fee**

MINI-PARKS	NON RES	RESIDENT
Kempton Rd.	\$20+	\$10+

**Flat Rate + UP Reservation Fee**



**ROSSMOOR PARK** 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	NON RES	RES	L/T	CAP
Community Rm	\$39 hr.	\$29 hr.	\$25 hr.	40-50
Kitchen ★	\$23 hr.	\$16 hr.	\$13 hr.	N/A

PICNIC AREAS	NON RES	RES
Sites A,B,C	\$20 +	\$10 +
MINI-PARKS	NON RES	RES
Foster Rd.	\$20+	\$10+



FIELDS	NON RES	RES
Ball Fields	\$17 hr.	\$11 hr.
Basketball Cts.	\$17 hr.	\$11 hr.
Volleyball Cts.	\$17 hr.	\$11 hr.
Tennis Courts 1, 2, 3, 4	\$10	\$7



**1.5 HRS.**



**MONTECITO CENTER** 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	NON RES	RES	L/T	CAP
Commt. Rms ★	\$34 hr.	\$25 hr.	\$21.50	75
Kitchenette				

- Applications are processed on a first come/first served basis.
  - Setup/Takedown, within reservation timeframe, is renter's responsibility.
  - Children under 18 yrs. require adult chaperones in ratio of 1 to 10.
  - User Permits/Indemnification are mandatory for all rentals & Permits for a gathering of 50 or more people.
  - A million dollar insurance policy naming RCSD as additional insured is required for gatherings of over 150 people.
- THIS LIST IS NOT ALL INCLUSIVE

## REFUNDABLE DEPOSITS

★ Event Deposit	\$60
Cleaning/Damage Deposit	\$175
Key/Gate Deposit	\$25

★ As determined by GM for special equipment/activity/staff callout in lieu of an Event Attendant.

FEES		FEES (Other)	
UP Reservation Fee	\$15	False Alarm Fee	\$74
Res. Change Fee (2 <sup>nd</sup> )	\$15	Check NSF	\$25
Appeal Fee	\$50	As per Policy 6015.15	

9/7/2011 Applications can be found on our website: [www.rossmoor-csd.org](http://www.rossmoor-csd.org)



# RCS D FEE SCHEDULE 2010/2011



**RUSH PARK** 3001 Blume Dr., Rossmoor, CA 90720

### DEDICATED SPACE

FACILITIES	RATE
East Rm Storage	\$650
Rm by Sheriff's Office	\$1,500
Aud. Storage Rm. 1	\$1,500
Aud. Storage Rm. 2	\$1,500

### DONATED SPACE

FACILITIES	RATE
Sheriff's Office	\$0



**ROSSMOOR PARK** 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	RATE
RHA Recreation Office	TBD



**MONTECITO CENTER** 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	RATE
Pre-School Storage Sheds	\$0
RHA Storage Shed	\$0

**PROPOSED FEE SCHEDULE  
2011-2012 Revised Fee Changes**

Service Name	Current Fees		Proposed Fee Changes		
	Resident	Non-Resident	Resident	Non-Resident	% Change
Tennis (per hour)	\$4.67	\$6.67	\$6.00	\$8.00	23.5%
Ball Fields, Basketball & Horse Shoes	\$11.00	\$17.00	\$11.50	\$17.50	3.6%
Picnic Sites (Reservation for Residents Only)	\$10.00	n/a	\$20.00	n/a	100.0%
RP Community Room	\$29.00	\$39.00	\$30.00	\$41.00	4.4%
RP Kitchen	\$16.00	\$23.00	\$16.50	\$24.00	3.8%
Rush Park Auditorium	\$50.00	\$70.00	\$55.00	\$75.00	8.3%
East Room	\$13.00	\$18.00	\$14.00	\$19.00	6.5%
West Room	\$10.00	\$14.00	\$10.50	\$14.50	4.2%
Kitchen	\$40.00	\$55.00	\$41.00	\$56.00	2.1%
Risers	\$20.00	\$20.00	\$30.00	\$30.00	50.0%
Screen	\$10.00	\$10.00	\$15.00	\$15.00	50.0%
Montecito Center	\$25.00	\$34.00	\$26.00	\$35.00	3.4%
User Permit Reservation Fee	\$15.00	\$15.00	\$20.00	\$20.00	33.4%
Reservation Change (2nd)	\$15.00	\$15.00	\$20.00	\$20.00	33.4%
Wall Sign Permit	\$0.00	\$0.00	\$20.00	\$20.00	N/A

Current Fees (No Profit)	Resident	Non-Resident	Resident	Non-Resident	% Change
Attendant Fee (Hourly 4 hr. min)	\$15.00	\$15.00	\$20.00	\$20.00	33.4%
False Alarm Fee (Sheriff's Rate)	\$74.00	\$74.00	\$74.00	\$74.00	No Change
Check NSF	\$25.00	\$25.00	\$25.00	\$25.00	No Change
Cleaning Deposit (Refundable)	\$175.00	\$175.00	\$175.00	\$175.00	No Change
Key/Gate Deposit (Refundable)	\$25.00	\$25.00	\$25.00	\$25.00	No Change
Picnic Deposit (Over 100 People)	N/C	N/C	\$60.00	\$60.00	71.4%

**PROPOSED FEE SCHEUDLE**  
**Revised Fees/ Additional Revenue**

<b>Service Name</b>	<b>Service Type</b>	<b>2010-2011 Revenue @ Current Fee</b>	<b>Proposed % Change</b>	<b>2011-2012 Revenue @ Revised Fee</b>	<b>2011-2012 Additional Revenue</b>
Reservation Fee/Change	Fee	\$4,620	33.40%	\$6,160	\$1,540
Rossmoor Park - Tennis	Hourly	\$10,772	23.50%	\$13,303	\$2,531
Rossmoor Park/Rush Fields	Hourly	\$21,437	3.60%	\$22,209	\$772
Rossmoor Park Building Rental (Including Community Center and Kitchen)	Fee	\$6,319	4.40%	\$6,597	\$278
Montecito Building Rental	Fee	\$20,691	3.40%	\$21,394	\$703
Rush Park Building (Including Auditorium, Kitchen, East Room and West Room)	Fee	\$63,439	7.00%	\$67,880	\$4,441
Wall Sign Permit (Approx. 50 per year)	New Fee	\$0	New Fee	\$1,000	\$1,000
<b>TOTAL USER FEES</b>		<b>\$127,278</b>			
<b>RECOMMENDED CHANGE FEES TOTAL</b>			<b>8.85%</b>	<b>\$138,543</b>	<b>\$11,265</b>

**PROPOSED FEE SCHEDULE  
USER FEE STUDY SUMMARY SHEET**

Service Name	Service Type	2009 Study 100% Cost to RCSD	2010-2011 Revenue (Current Fees)	Percentage of Recovery of Costs	100% Cost to RCSD (+3% COL )	2011-2012 Revenue (Proposed Fees)	Percentage of Recovery of Costs
Reservation Fee/Change (308 Permits)	Fee	\$9,815	\$4,620	47.07%	\$10,109	\$6,160	60.93%
Rossmoor Park - Tennis *	Hourly	\$52,361	\$10,772	20.57%	\$53,932	\$13,303	24.67%
Rossmoor Park/Rush Fields	Hourly	\$169,397	\$21,437	12.65%	\$174,479	\$22,209	12.73%
Rossmoor Park Building Rental	Fee	\$54,563	\$6,319	11.58%	\$56,200	\$6,597	11.74%
Montecito Building Rental	Fee	\$66,150	\$20,691	31.28%	\$68,135	\$21,394	31.40%
Rush Park Building Rental	Fee	\$152,424	\$63,439	41.62%	\$156,997	\$67,880	43.24%
Wall Sign Permit (50 per year)	New Fee	\$9,650	\$0	0.00%	\$9,940	\$1,000	10.06%
<b>TOTAL USER FEES</b>		<b>\$514,360</b>	<b>\$127,278</b>	<b>24.7%</b>	<b>\$529,791</b>	<b>\$138,543</b>	<b>26.2%</b>
<b>Percentage of Increase in User Fees = + 8.85%</b>							

\* Staff proposes to change the tennis fee from a 1 1/2 hour fee to a 1 hour fee.

### Market Comparison Study 2011

Facility /Field	Los Alamitos	Seal Beach	Cypress	Long Beach	Garden Grove	Cerritos	La Palma	RCSD Current
Tennis	\$7/hr	8am-5pm \$10/hr After 5:00 \$12/hr	FREE	non prime time \$6/hr prime time \$11/hr	FREE	Res-FREE Non \$7/hr	\$7/hr	Res \$4.67/hr Non \$6.67/hr
Fields								
Softball/Soccer	\$10/hr \$11/hr lights	\$40/hr	Res \$15/hr Non \$20/hr add.\$15/hr lights	\$31-\$61/hr	Res \$15/hr Non \$25/hr add.\$10/hr lights	Res ONLY \$15/hr lights	\$12/hr \$18/hr lights	Res \$11/hr Non \$17/hr
Picnics								
Picnic Sites	sml area \$25/4 hrs lrg area \$35/4 hrs lrg area \$70/8hrs	25 or less \$20 over 25 \$30	Res ONLY \$25	\$138-\$410	Res \$35 Non \$60 Lrg Area Res \$120 Lrg Area Non \$150	Res ONLY sml area \$100/6 hrs lrg area \$200/6 hrs	\$12/hr 75 people \$18/hr 75-300 people	Res \$10 Non \$20
Picnic Deposit	N/A	N/A	N/A	\$118-\$250 deposit	\$100 deposit lrg area	\$100 deposit	\$50 deposit 75 ppl \$150 deposit 75+ ppl	N/A
Facility								
Resident Non-Res	\$45-\$85 \$60-\$100	\$65/hr	\$25-\$127/hr \$35/hr-\$161/hr	\$21-\$123/hr	\$35-\$45/hr \$35-\$45/hr	Res ONLY \$30-\$150/hr	\$51-\$68/hr	\$10-\$50/hr \$13-\$70/hr
Deposit	\$100 sml/ no alcohol \$250 lrg/alcohol	less than 25 people \$250 more than 25 \$65/hr	\$150	\$240-\$360	\$100	\$250-\$500/hr	\$50-\$150	\$175
Kitchen	\$40	N/A	Resident \$60 Non \$65	N/A	N/A	N/A	N/A	Res \$16/hr RP Res \$40/hr RU Non \$23/hr RP Non \$55/hr RU
Application	\$25	N/A	N/A	N/A	\$50	N/A	\$15	N/A
Cancellation	\$10	N/A	\$35	\$28	\$50	N/A	\$11	\$15
Permit Fee	\$10	N/A	\$15	\$27	\$25	N/A	N/A	\$15
Other								
Wireless Mic	N/A	N/A	N/A	N/A	\$60	N/A	N/A	\$30
Podium	N/A		\$25	N/A	\$15	N/A	N/A	\$50
Risers	N/A	N/A	\$10	N/A		N/A	N/A	\$20
Screen	N/A	N/A	N/A	N/A	\$20	N/A	N/A	\$10
Projector	N/A	N/A	\$25	N/A	\$20	N/A	N/A	\$25



# RCSD FEE SCHEDULE 2012/2013

**RUSH PARK** 3001 Blume Dr., Rossmoor, CA 90720

### MISC. RENTAL FEES (per use)

Podium	\$50
Portable Screen	\$15
Risers	\$30

FACILITIES	NON RES	RES	L/T	CAP
Auditorium ★	\$75 hr.	\$55 hr.	\$45 hr.	300-600
East Rm	\$19 hr.	\$14 hr.	\$10 hr.	30
West Rm	\$14.50 hr.	\$10.50 hr.	\$9 hr.	15
Kitchen	\$56 hr.	\$41 hr.	N/A	N/A

PICNIC SITES	RESIDENTS ONLY
Canopy A	\$20+
Site B	\$20+
Flat Rate + Permit Fee	

FIELDS-Hrly	NON RES	RESIDENT	L/T	Softball
Fields 1, 2, 3	\$17.50 hr.	\$11.50 hr.	\$6 hr.	Soccer

MINI-PARKS	RESIDENTS ONLY
Kempton Rd.	\$20+
Flat Rate + Permit Fee	

**HOURLY FEES:** EVENT ATTENDANT (4 hr. min.) \$20

**WALL BANNER PERMIT FEE: \$20**

An Event Attendant may be mandatorily assigned to oversee your event as determined by the RCSD



**ROSSMOOR PARK** 3232 Hedwig Rd., Rossmoor, CA 90720



FACILITIES	NON RES	RES	L/T	CAP
Community Rm ★	\$41 hr.	\$30 hr.	\$25 hr.	40-50
Kitchen	\$24 hr.	\$16.50 hr.	\$13 hr.	N/A

FIELDS	NON RES	RES
Ball Fields	\$17.50hr.	\$11.50hr.
Basketball Cts.	\$17.50 hr.	\$11.50hr.
Volleyball Cts.	\$17.50 hr.	\$11.50hr.
Tennis Courts 1, 2, 3, 4	\$8 hr.	\$6 hr.

PICNIC AREAS	RESIDENT ONLY
Sites A,B,C	\$20 +
MINI-PARKS	RES
Foster Road	\$20+

  
\$60 Picnic Deposit  
(Over 100 people)



**MONTECITO CENTER** 12341 Montecito Rd., Rossmoor, CA 90720



FACILITIES	NON RES	RES	L/T	CAP
Commy. Rms ★	\$35 hr.	\$26 hr.	\$21.50	75

- Applications are processed on a first come/first served basis.
  - Setup/Takedown, within reservation timeframe, is renter's responsibility.
  - Children under 18 yrs. require adult chaperones in ratio of 1 to 10.
  - User Permits/Indemnification are mandatory for all rentals & Permits for a gathering of 50 or more people.
  - A million dollar insurance policy naming RCSD as additional insured is required for gatherings of over 150 people.
- THIS LIST IS NOT ALL INCLUSIVE

REFUNDABLE DEPOSITS	
★ Event Deposit	\$60
★ Picnic Deposit	\$60
Cleaning/Damage Deposit	\$175
Key/GateDeposit	\$25

★ As determined by GM for special equipment/activity/staff callout in lieu of an Event Attendant.

FEES		FEES (Other)	
User Permit Fee	\$20	False Alarm Fee	\$74
UP Change Fee (2 <sup>nd</sup> )	\$20	Check NSF	\$25
Special Event Filing Fee (*Due at time of application submission)	\$50	As per Policy 6012.73	
Appeal Fee	\$50	As per Policy 6015.15	

11/26/2013  
csd.org

Applications can be found on our website: [www.rossmoor.org](http://www.rossmoor.org)



# RCSD FEE SCHEDULE 2012/2013



**RUSH PARK** 3001 Blume Dr., Rossmoor, CA 90720

### DEDICATED SPACE

FACILITIES	RATE
East Rm Storage	\$650
Rm by Old Sheriff's Office	\$1,500
Aud. Storage Rm. 1	\$1,500
Aud. Storage Rm. 2	\$1,500

### DONATED SPACE

FACILITIES	RATE
N/A	\$0



**ROSSMOOR PARK** 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	RATE
Sheriff's Office	\$0



**MONTECITO CENTER** 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	RATE
Pre-School Storage Sheds	\$0
RHA Storage Shed	\$0

Rossmoor Community Services District

Policy

No. 6015

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**ESTABLISHMENT OF FEES AND CHARGES FOR USE OF DISTRICT BUILDINGS AND FACILITIES**

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**6015.00** Facility Use: A primary purpose of the District is to operate buildings and recreational facilities for the benefit of residents.

**6015.10** Facility Fees And Charges: The Board shall review the schedule of facility fees and charges at least annually and make changes as and when appropriate in order to reflect the District's actual direct and indirect costs. The General Manager shall maintain a current schedule of fees and charges and make copies available upon request.

Adopted: Resolution 99-12-8-1, December 8, 1999  
Adopted: Resolution 00-12-14-01, December 14, 2000  
Adopted: Policy 6015, June 10, 2003  
Proposed Amendment 1<sup>st</sup> Reading: September 13, 2005  
Amendment 2<sup>nd</sup> Reading: October 11, 2005  
Amendment Final Approval: November 8, 2005

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**Policy**

**No. 6015**

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**ESTABLISHMENT OF FEES AND CHARGES FOR USE OF DISTRICT PROPERTY**

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**6015.00** Facility Use: A primary purpose of the District is to operate buildings and recreational facilities for the benefit of residents.

**6015.10** Facility Fees And Charges: The Board shall review the schedule of facility fees and charges annually, prior to adoption of the District's Final Budget, and make changes when appropriate in order to reflect the District's actual direct and indirect costs. Fees and Charges include, but are not limited to user fees, security deposits, event attendant fees, key and alarm deposits and cleaning deposits. The General Manager shall maintain a current schedule of fees and charges and make copies available upon request. Fees and charges which are adjusted by the Board during the period of use shall be charged or refunded to the applicant on a prorated basis.

**6015.11** Deposits Required: All deposits required in the Schedule of Fees and Charges shall apply to short-term users, as well as long-term and dedicated users, i.e. key deposits, cleaning deposits, etc unless exempted within the Schedule of Fees and Charges. All deposits shall be kept current during the period of use; i.e., cleaning deposits used by the District for remedial action shall be resubmitted by the renter to constitute a current full deposit.

**6015.12** Clean-up Following Use: Clean up of indoor and outdoor park facilities and replacing tables and/or chairs is the responsibility of the user. Users are required to clean up park and facility used, wipe counters and equipment, clean up any spillage, bag all trash and remove all supplies not provided by the District. Users shall report any malfunctioning equipment to the District Office for repair/replacement. If cleanup is not accomplished at an acceptable standard and the use of District employees is required to meet an acceptable standard, an appropriate amount shall be withheld from the deposit at the discretion of the General Manager to cover the additional labor and material costs.

**6015.13** Event Attendant Fees: The District may determine, in its sole discretion, to require that an Event Attendant be assigned to oversee the event or other use of District property. Said event Attendant shall be an employee or other agent of the District and shall oversee and otherwise monitor the activities and use of the applicable facility to determine whether the user is properly using the facility. For example, and not by way of limitation, the Event Attendant shall monitor: (a) activities, use and treatment of District property; (b) opening/unlocking and closing/locking of the facility; and (c) setting/turning off an alarm system. In the event the District requires an event Attendant, the applicable Event Attendant Fess shall be imposed pursuant to the applicable District policy. Cancellation of event less than five (5) business days prior to the event shall result in loss of Event Attendant Fees from deposit.

**6015.14** Event Deposit: The District may determine, in its sole discretion, to require the payment of an Event Deposit in the amount set forth in the applicable District policy. The Event Deposit

shall be applied toward any costs and expenses incurred by the District in responding to issue/questions which arise from the activity or event and/or otherwise taking action to bring the event, use or activity into compliance with the applicable District policy. For example, and not by way of limitation, the District may incur expenses in connection with assisting, and/or performing, activities related to (a) use and treatment of District property; (b) opening/unlocking and closing/locking of the facility; and (c) setting/turning off an alarm system. If Event Attendant is not required, events with more than 100 attendees shall be required to pay the event deposit.

**6015.15 Option of Event Attendant Or Event Deposit:** The District may determine, in its sole discretion, to permit the user to elect to pay Event Attendant Fees for an Event Attendant or to pay the Event Deposit. The District retains the authority to determine, in its sole discretion, to require the user to pay the Event Attendant Fees or the Event Deposit. A user will not be charged both Event Attendant Fees and an Event Deposit for the same event/use.

**6015.16 Return of Deposits:** At the termination of the User Permit period, all applicable deposits shall be returned to the renters within a reasonable time period for processing payment and to determine if all deposit conditions have been met. The General Manager shall have the discretion to determine if all or only part of a deposit shall be returned based on his/her assessment of the condition of the building or facility at the end of the fixed period of time. See Policy No. 6010 Requests for Use of District Property, for other conditions.

**6015.17 Hourly Rates:** Hourly rates posted in the Schedule of Fees and Charges are for full hour usage. Any usage for less than an hour, or any usage that exceeds an hour, shall be rounded up to, and charged for, the full hour. Hourly fees apply to each hour of usage including set up and tear down time. Fees for tennis court reservations which are designated as one and one half hours are per reservation and cannot be rolled up.

**6015.18 Per Diem Rates:** Per diem rates are posted in the Schedule of Fees and Charges and are for full day usage such as reserving of a picnic area for the day.

**6015.19 Appeal to the Board:** A user who disputes the decision of the General Manager regarding the refund of deposits or calculation of fees may appeal that decision to the Board by filing a written request to the General Manager for the matter to be placed on the agenda for the next scheduled Board meeting.

**6015.20 Fee Schedule:** The current fee schedule is attached to and made a part of this policy.

Adopted: Resolution 99-12-8-1, December 8, 1999  
Adopted: Resolution 00-12-14-01, December 14, 2000  
Adopted: Policy 6015, June 10, 2003  
Amended: November 8, 2005  
Amended: August 12, 2008  
Amended: July 10, 2012