

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

December 9, 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, December 9, 2014
7:00 p.m.**

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, DeMarco, Kahlert,
President Maynard
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS:
 - a. Proclamation of Appreciation Mayor Gerri Graham-Mejia, City of Los Alamitos.
5. CERTIFICATION OF ELECTION AND SWEARING IN OF NEWLY ELECTED BOARD MEMBERS-RCSD BOARD PRESIDENT MICHAEL MAYNARD

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-None

E. CONSENT CALENDAR

1. MINUTES:

- a. Regular Meeting of November 11, 2014.
- 2. OCTOBER REVENUE AND EXPENDITURE REPORT.
- 3. MONTHLY COYOTE SIGHTINGS/ACTIVITY REPORT.
- 4. LONG TERM USE OF DISTRICT PROPERTY UPDATE.

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/ORDINANCES-None

H. REGULAR CALENDAR

- 1. RHA REQUEST FOR COSPONSORSHIP OF 2015 ROSSMOOR COMMUNITY FESTIVAL.
- 2. CONTRACT SERVICES AGREEMENT-R. F. DICKSON RE: STREET SWEEPING.
- 3. REVIEW OF DISTRICT MISSION STATEMENT GOALS AND OBJECTIVES.
- 4. CALIFORNIA STATE UNIVERSITY LONG BEACH BASKETBALL EVENT.
- 5. REJECTION OF ALL BIDS RE: ROSSMOOR SIGNATURE WALL REPAIR PROJECT.

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:

- 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Pursuant to Government Code Section 54957
Title: General Manager

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](https://www.rossmoor-ca.gov/). In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the December 9, 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 December 9, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS FOR MEETING OF DECEMBER 9, 2014

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. Mayor Gerri Graham-Mejia, City of Los Alamitos

ATTACHMENTS:

1. Proclamation of Appreciation.*

* Proclamation will be presented at the December 15, 2014 City of Los Alamitos Council Meeting.



PROCLAMATION of APPRECIATION

LOS ALAMITOS MAYOR

GERRI GRAHAM-MEJIA

WHEREAS, Gerri Graham-Mejia has been a resident of Los Alamitos for 50 years and is a local business owner. She was elected to the Los Alamitos City Council in November of 2006. Council Members are required to give considerable personal time to perform their duties as elected officials. Gerri Graham-Mejia has dedicated herself to the City Council for the past seven years and is currently serving as Mayor, and

WHEREAS, Mayor Graham-Mejia strongly supports youth education. She served as the Vice President on the Los Alamitos Elementary School PTA for two years and has been a member of the PTA for seven years. She also served as the Chair for the school carnival and book fair for two years. Mayor Graham-Mejia helps the school with fundraisers for physical education, art, and music, and

WHEREAS, Mayor Graham-Mejia enjoys donating her time to youth sports and has served as a coach for the Los Alamitos Baseball team, has been actively involved with the Pop Warner Football Board and served as both the President and Vice President. In addition to her involvement with youth education and sports she supports the community of Los Alamitos through many local charities.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Rossmoor Community Services District desires by this Proclamation to acknowledge and commend Major Graham-Mejia for her thoughtful leadership and outstanding public service and wishes to pay tribute to her for the significant contributions she has made to the local government and the community of the City of Los Alamitos.

ADOPTED, This 9th day of December, 2014.

ATTEST:



Michael Maynard, President of the Board
Rossmoor Community Services District

James D. Ruth, General Manager
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-5

Date: December 9, 2014
To: Honorable Board of Directors
From: RCSD General Manager
Subject: CERTIFICATION OF ELECTION AND SWEARING IN OF NEWLY ELECTED BOARD MEMBERS

RECOMMENDATION:

That the Board receive and file the report from the Orange County Registrar of Voters certifying the November 4, 2014 election indicating that the following individuals have been elected to the Rossmoor Community Services District Board of Directors.

1. William Kahlert
2. David Burgess

BACKGROUND:

Board President Michael Maynard will swear in the newly elected Board Members.

ATTACHMENTS:

1. Communication dated November 18, 2014 from the Registrar of Voters Certifying the November 4, 2014 election.
2. Policy No. 4040 Terms of Office for Board Officers and Directors.

**CERTIFICATE OF REGISTRAR OF VOTERS TO RESULT
OF THE CANVASS OF THE GENERAL ELECTION RETURNS**

STATE OF CALIFORNIA)

)ss.

COUNTY OF ORANGE)

I, Neal Kelley, Registrar of Voters of Orange County, do hereby certify the following to be a full, true and correct Statement of the Vote of the election listed below, consolidated with the General Election held on November 4, 2014.

ROSSMOOR COMMUNITY SERVICES DISTRICT

DAVE BURGESS	1,855
WILLIAM KAHLERT	1,449
RICH BUTTERFIELD	1,152
MARK NITIKMAN	1,080

PRECINCT BALLOTS CAST:	1,761
VOTE-BY-MAIL BALLOTS CAST:	2,268
TOTAL BALLOTS CAST:	4,029

I hereby certify that the number of votes cast for each candidate is as set forth above and appears in the Certified Statement of the Vote.

WITNESS my hand and Official Seal this 18th day of November, 2014.




NEAL KELLEY
Registrar of Voters
Orange County

CERTIFIED STATEMENT OF THE VOTES CAST

at the

GENERAL ELECTION

November 4, 2014

in the

County of Orange, State of California

FILED _____, 2014

DEBRA BOWEN, SECRETARY OF STATE

BY _____ DEPUTY

State of California)

) ss


County of Orange)

I, Neal Kelley, Registrar of Voters of Orange County, do hereby certify that the within is a true and correct statement of the votes cast in this county at the General Election, as determined by the canvass of the returns of said election.

I further certify the results of the 1 percent manual tally contained no discrepancies between the machine count and the manual tally.

WITNESS my hand and Official Seal

THIS 18th DAY OF Nov, 2014

 _____, REGISTRAR OF VOTERS



Certificate of Election

State of California, County of Orange

This is to certify that **William Kahlert** was elected to the office of **Director, Rossmoor Community Services District**, at the election held **November 4, 2014**. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of Orange.



Witness my hand and official seal this
18th day of **November, 2014**


Neal Kelley
Registrar of Voters

Certificate of Election

State of California, County of Orange

*This is to certify that **Dave Burgess** was elected to the office of **Director, Rossmoor Community Services District**, at the election held **November 4, 2014**. The official returns of said election and statement of votes cast are on file in the office of the Board of Supervisors, County of Orange.*



Witness my hand and official seal this

18th day of November, 2014

Neal Kelle
Registrar of Voters

OATH OF OFFICE

**I (State your name), do solemnly swear or affirm
that I will support and defend
the Constitution of the United States
and the Constitution of the State of California
against all enemies, foreign and domestic;
that I will bear true faith and allegiance
to the Constitution of the United States
and the Constitution of the State of California;
that I take this obligation freely,
without any mental reservation or purpose of
evasion;
and that I will well and faithfully discharge the
duties
upon which I am about to enter.**

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

4040.10 Board Officers: The officers of the Board of Directors of the Rossmoor Community Services District shall be the President, First Vice-President and Second Vice-President.

4040.11 Term of Office: The term for Board officers shall be one year. Elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected, or they resign, die or illness prevents further service as an officer.

4040.12 Officer Vacancy: If a Director elects to resign as an officer, he/she should immediately send a signed letter of resignation as an officer with an effective date to the General Manager or Board President who upon receipt of the letter will immediately notify all other members of the Board. Announcement of the resignation and replacement of the officer shall be done at the next regular meeting of the Board or as soon thereafter as possible.

4040.20 Board of Directors: The term of office for individual Directors is four (4) years. Normally, two or three Directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).

4040.21 Director Vacancy: If a Director elects to resign from the Board, he/she should immediately send a signed letter of resignation with an effective date to the President and General Manager who will immediately notify all other members of the Board. At the next meeting any vacancy on the Board created by a resignation, illness or death of a Director will be made public by the General Manager or the President. The Board shall determine if the vacancy is to be filled by a Board appointment or a public election within sixty (60) days of receiving the letter of resignation or the effective date, whichever is later. If a vacancy is to be filled by Board appointment, a Notice of Vacancy is to be posted at least fifteen (15) days before appointment is made at the next Board meeting, and if by election, the General Manager is to notify the Orange County Registrar of Voters within sixty (60) days of the resignation date. If appointment is made, the Registrar of Voters is to be notified within fifteen days (Cal. Govt. Code sections 1780(a) and 61225).

Adopted: December 8, 1993
 Amended: October 17, 2000
 Approved Renumbering & Format: October 8, 2002
 Reaffirmed: March 11, 2003
 Amended: April 13, 2004
 Amended: First Reading - May 9, 2006
 Amended: Second Reading and Approval - August 8, 2006

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF NOVEMBER 11, 2014

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of November 11, 2014 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of November 11, 2014 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of November 11, 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, November 11, 2014

A. ORGANIZATION

1. RECEPTION FOR OUTGOING BOARD MEMBER ALFRED COLETTA

2. CALL TO ORDER: 7:10 P.M.

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

Recommendation to make presentations and receive and file.

a. Presentation of Certificate of Appreciation for Outgoing Board Member Alfred Coletta.

A proclamation of appreciation was presented to Director Coletta for his dedication in fulfilling his terms of office as Director and Officer on the Rossmoor Community Services District Board of Directors and in other official capacities over the past twelve years. Photos were taken. Applause ensued.

b. O.C. Sheriff Lt. Robert Gunzel re: Quarterly Crime Statistics.

Lieutenant Gunzel reported on the quarterly crime statistics for Rossmoor, the recent passing of Proposition 47 and its impact on enforcement of drug-related offenses. Discussion ensued relative to providing more comprehensive information on Proposition 47 to educate the board and staff. Lt. Gunzel agreed to provide said information. He also discussed a disturbing new crime trend among high school youth known as the "Fugitive Game" whereby groups of teens invade private property, create mischief and flee from police, resulting in safety concerns as well as a strain on departmental resources.

c. Proclamation in acknowledgment of Veterans Day.

A proclamation was presented in acknowledgment of Veterans Day and to honor all the veterans who have served. The presentations were received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM—None

D. REPORTS TO THE BOARD—None

E. CONSENT CALENDAR

1a. MINUTES REGULAR BOARD MEETING—October 14, 2014

2. REVENUE AND EXPENDITURE REPORT—September 2014

3. COYOTE SIGHTINGS/ACTIVITY REPORT—October 2014

4. QUARTERLY STATUS REPORT

5. QUARTERLY RECREATION REPORT

6. QUARTERLY TREE REPORT

Director Kahlert requested that Item E-3 Coyote Sightings/Activity Report be pulled from the consent calendar. Discussion ensued relative to the reason for the increase in sightings and pet deaths for the month of October compared to the previous month. Administrative Assistant Elizabeth Deering stated that she believed that the increase was attributable to a lack of citizens reporting coyote activity in the previous month. She added that the RHA and the RCSD had sent out reminders via email and in the newsletter which generated an increase in reported sightings from residents. Director DeMarco had questions relative to the coyote gates. Ms. Deering stated that the County raised the gates whenever they anticipated rain and they were in regular communication with the District. She agreed to verify whether or not the gates had been lowered. The report was received and filed.

Motion by Director Coletta, seconded by Director Casey to approve the consent calendar as submitted. Motion passed 5-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS:

1.—14. GIVE SECOND READING TO ADOPT THE FOLLOWING ORDINANCES RELATING TO THE ENFORCEMENT OF DISTRICT POLICIES AND REVISIONS TO DISTRICT POLICIES RELATING TO THE USE OF DISTRICT PROPERTY:

PRESIDENT MAYNARD OPENED THE PUBLIC HEARING

There was no public comment.

PRESIDENT MAYNARD CLOSED THE PUBLIC HEARING

ORDINANCE NO. 2014-03 CODIFYING POLICY NO. 6010 REQUESTS FOR USE OF DISTRICT PARKS AND FACILITIES

ORDINANCE NO. 2014-04 CODIFYING POLICY NO. 6011 RULES AND REGULATIONS FOR USE OF DISTRICT PROPERTY

ORDINANCE NO. 2014-05 CODIFYING POLICY NO. 6012 GROUP PICNICS, PUBLIC GATHERINGS AND SPECIAL EVENTS

ORDINANCE NO. 2014-06 CODIFYING POLICY NO. 6020 DISTRICT FACILITIES—LONG TERM USE

ORDINANCE NO. 2014-07 CODIFYING POLICY NO. 6021 NON PROFIT USE OF DISTRICT PROPERTY

ORDINANCE NO. 2014-08 CODIFYING POLICY NO. 6022 COMMERCIAL USE OF DISTRICT PROPERTY

ORDINANCE NO. 2014-09 CODIFYING POLICY NO. 6030 DEDICATED USE OF SPECIFIC DISTRICT BUILDINGS

Motion by Director Casey, seconded by Director DeMarco to give second reading and conduct a roll call vote to adopt Ordinances 2014-03, 2014-04, 2014-05, 2014-06, 2014-07, 2014-08, 2014-09 relating to the enforcement of district policies and revisions to district policies relating to the use of district property. Motion passed unanimously by roll call vote 5-0.

G-15. RESOLUTION NO. 14-11-11-01 REJECTION OF GOVERNMENT CLAIM

Recommendation to approve by roll call vote, Resolution No.14-11-11-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

Motion by Director Casey, seconded by Director Kahlert to to approve by roll call vote Resolution No.14-11-11-01 by reading the title only and waiving further reading. Motion passed unanimously by roll call vote 5-0.

G-16. RESOLUTION NO. 14-11-11-02 SUMMARIES OF ORDINANCES

Recommendation to Approve by roll call vote, Resolution No.14-11-11-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY

SERVICES DISTRICT DESIGNATING THE OFFICIALS AUTHORIZED TO PREPARE SUMMARIES OF ORDINANCES

Motion by Director Coletta, seconded by Director Casey to approve by roll call vote Resolution No.14-11-11-02 by reading the title only and waiving further reading. Motion passed unanimously by roll call vote 5-0.

H. REGULAR CALENDAR:

1. SECOND READING OF PROPOSED REVISION TO POLICY NO. 3050 PURCHASING AND POLICY NO. 4055 DISTRICT BANK AND INVESTMENT ACCOUNTS RE: PAYROLL DIRECT DEPOSIT AND MONTHLY CONSOLIDATION OF BOARD MEMBER STIPEND PAYMENTS.

Recommendation to give second reading to proposed revision of Policy No. 3050 Purchasing and Policy No. 4055 District Bank and Investment Accounts. Once approved, these policy modifications would: Authorize the General Manager to implement direct deposit of bi-monthly payroll; authorize the General Manager to combine all board member stipends into one monthly payment rather than the pay-per-meeting model currently in place.

Motion by Director Casey, seconded by Director Coletta to give second reading and conduct a roll call vote to approve proposed revisions to Policy No. 3050 Purchasing and Policy No. 4055 District Bank and Investment Accounts. Motion passed unanimously by roll call vote 5-0.

2. THIRD AMENDMENT TO LANDSCAPING SERVICES AGREEMENT- VALLEYCREST.

Recommendation to execute a third amendment to Professional Services Agreement with ValleyCrest Landscaping Services, Inc. to provide landscaping services for the District's parks and other facilities.

Motion by Director Coletta, seconded by Director DeMarco to authorize the General Manager to execute a third amendment to Professional Services Agreement with ValleyCrest Landscaping Services, Inc. to provide landscaping services for the District's parks and other facilities for a one year extension. Motion passed 5-0.

I. GENERAL MANAGER ITEMS:

The General Manager reported that the entire staff had recently completed CPR/AED Training and had received their certification. Two AED units and have been purchased and installed at Rush and Rossmoor Park locations and the Sheriff's Department has been notified. He also reported that the District was accepting bids for the Signature Wall repair project; a student from Long Beach State would begin her recreation internship in January of 2015; two proposed estimates for the Rush Park picnic area canopy were scheduled to be reviewed tomorrow morning; the Rossmoor Car Wash signage project was still being pursued with the property owners. He announced that in response to continued discussions between the County staff and the So Cal Gas Company representatives, a public workshop will be held to discuss the County's proposed ordinance relating to the franchise agreement between the respective agencies. A public hearing by the County Planning Commission will also be scheduled in the near future. All agencies will be notified and

given an opportunity to participate in the smart meter installation discussion.

J. BOARD MEMBER ITEMS

Director DeMarco discussed traffic safety concerns on Montecito Road near Montecito Center in Rossmoor. He stated that there are several 4-way stops on Montecito Road as well as crosswalks that he feels do not illuminate properly at night. The asphalt paint does not “light” up like the yellow double lines do and there are no reflectors in the road. He further opined that these conditions posed a safety hazard at night and requested that staff notify the County officials who service our roads in order to see what could be done to correct the situation. The General Manager agreed to research and respond to the matter.

Director DeMarco concluded his remarks by thanking outgoing Director Coletta for his twelve years of service and added that he would miss having him on the Board.

Director Kahlert referenced Lieutenant Gunzel’s earlier report regarding the Fugitive Game. He cautioned all high school students that this “game” was not a good idea and they should refrain from being involved in such a dangerous activity which involved trespassing on private property and fleeing law enforcement. He wished everyone a Happy Veterans Day. Director Kahlert had several announcements relative to local youth sports, this coming Thursday was the first round game between Los Alamitos High and El Toro at Veterans Stadium at 7 p.m. He urged everyone to support the team with their attendance; he opined that this year the high school had an exciting team with a great coach. He also announced that the High School Grad Night would be held this coming weekend with exhibits, games, and fun for all. He invited interested volunteers to contact him for more information.

Director Casey reported relative to his attendance at the recent ISDOC meeting where LAFCO Executive Officer Carolyn Emery was the featured speaker. He discussed the Shared Services program and expressed interest in being involved in the program at a future date. Director Casey announced the upcoming toll lane community forum to be held in Newport Beach on Wednesday, November 12, 2014 from 5:30 pm to 6:30 p.m. He added that two of the three featured panelists included Seal Beach City Councilmember Gary Miller and Westminster City Councilwoman Diana Carey. He acknowledged Veterans Day and thanked the many veterans for their bravery and sacrifice. He added that we should make sure we thank them throughout the year. Finally, he thanked Alfred Coletta for his years of service and dedication on the RCSD Board and stated that he could not envision the Board without him as a member—he would be greatly missed.

President Maynard thanked the community for getting out to the polls and voting. He added that next month there would be a swearing in ceremony for reelected incumbent Director Kahlert and the new board member. He requested that staff contact the City of Seal Beach to inquire about broken glass and debris that had collected on the bike path located on the bridge. He concluded by thanking Alfred Coletta for his service and community leadership throughout the years. He stated that he had been a good leader to the entire board, welcomed him when he was new on the board and provided him with guidance and a good foundation. He added that it had been a pleasure working with Director Coletta and he would be greatly missed. President Maynard also stated that he hoped Director Coletta would still be interested in serving on some of the RCSD committees.

Director Coletta stated that he was still attentive to the Gas Company smart meter installation issue. He requested that the General Manager reach out to Orange County Supervisor Michelle Steel and share Rossmoor's concerns regarding the smart meter data collection unit installation. Director Coletta stated that many of the parkway trees had a great deal of growth in the lower limbs and needed to be trimmed. He requested that Tree Consultant Mary Kingman be notified so she could schedule the trimming with West Coast Arborist. He thanked his fellow board members for their kind words and stated that he was confident that they would do right by the community as always. He concluded by thanking the community for allowing him to serve.

AT 8:30 P.M. THE BOARD ADJOURNED TO CLOSED SESSION

K. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION.

Pursuant to Government Code Section 54956.9(d)(1)

Name of Case: RCSD v. Steven Wickser, et al.

O.C. Superior Court Case No. 30-2013-00687577-CU-MC-CJC.

AT 9:00 P.M. THE BOARD RECONVENED FROM CLOSED SESSION

General Counsel reported that at approximately 8:30 p.m. the Board recessed from open session and convened to closed session to discuss one matter of RCSD v. Steven and Julie Wickser on the agenda. At approximately 8:43 p.m. the board reconvened to into open session with one reportable item to discuss. That item is that the District obtained a judgment in its favor against the Wickser in the amount of \$6,080.00 which represents the costs that this Board imposed last year against the Wickser for the unauthorized/unpermitted removal of the tree in the public right-of-way. The closed session report was concluded.

President Maynard handed the gavel to outgoing Director Coletta and requested that he adjourn the meeting one last time. Director Coletta called for a motion to adjourn.

L. ADJOURNMENT:

Motion by President Maynard, seconded by Director DeMarco to adjourn the regular meeting at 9:00 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - OCTOBER, 2014

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for October, 2014.

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 October, 2014.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 October 2014 @ 33.3%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	753,614.00	753,614.00	30,004.77	3,111.97	723,609.23	4.0
STREET LIGHT ASSESSMENTS	258,000.00	258,000.00	10,460.81	1,084.66	247,539.19	4.1
USE OF MONEY AND PROPERTY	2,000.00	2,000.00	386.90	386.90	1,613.10	19.3
OTHER GOVERNMENT AGENCIES	57,800.00	57,800.00	0.00	0.00	57,800.00	0.0
FEES AND SERVICES	159,900.00	159,900.00	48,634.25	6,002.00	111,265.75	30.4
OTHER REVENUE	23,500.00	23,500.00	102.36	0.00	23,397.64	0.4
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,254,814.00	1,254,814.00	89,589.09	10,585.53	1,165,224.91	7.1
Expenditures						
ADMINISTRATION 1, 2, 3	391,332.00	391,332.00	162,698.04	50,599.15	228,633.96	41.6
RECREATION 2, 4	122,553.00	122,553.00	48,619.90	9,144.43	73,933.10	39.7
ROSSMOOR PARK	170,513.00	170,513.00	63,889.82	16,762.41	106,623.18	37.5
MONTECITO CENTER	70,052.00	70,052.00	26,723.71	7,684.58	43,328.29	38.1
RUSH PARK	207,496.00	207,496.00	70,744.03	19,013.22	136,751.97	34.1
STREET LIGHTING	110,580.00	110,580.00	27,070.01	9,040.18	83,509.99	24.5
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,580.00	13,648.23	4,591.20	41,931.77	24.6
PARKWAY TREES	104,775.00	104,775.00	30,317.37	18,758.05	74,457.63	28.9
MINI-PARKS, MEDIANS & TRIANGLE	15,716.00	15,716.00	3,691.40	1,457.58	12,024.60	23.5
Total Expenditures	1,250,697.00	1,250,697.00	449,402.51	137,050.80	801,294.49	35.9

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

\$ 802,718.00

REVENUE REPORT
October 2014 @ 33/3%

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	753,614.00	753,614.00	30,004.77	3,111.97	0.00	723,609.23	4.0
ASSESSMENTS	258,000.00	258,000.00	10,460.81	1,084.66	0.00	247,539.19	4.1
USE OF MONEY AND PROPERTY	2,000.00	2,000.00	386.90	386.90	0.00	1,613.10	19.3
OTHER GOVERNMENT AGENCIES	57,800.00	57,800.00	0.00	0.00	0.00	57,800.00	0.0
FEES AND SERVICES	159,900.00	159,900.00	48,634.25	6,002.00	0.00	111,265.75	30.4
OTHER REVENUE	23,500.00	23,500.00	102.36	0.00	0.00	23,397.64	0.4
Dept: 00	1,254,814.00	1,254,814.00	89,589.09	10,585.53	0.00	1,165,224.91	7.1
Dept: 20 RECREATION							
OTHER REVENUE	0.00	0.00	397.49	-408.05	0.00	-397.49	0.0
RECREATION	0.00	0.00	397.49	-408.05	0.00	-397.49	0.0
Revenues	1,254,814.00	1,254,814.00	89,986.58	10,177.48	0.00	1,164,827.42	7.2
Grand Total Net Effect:	1,254,814.00	1,254,814.00	89,986.58	10,177.48	0.00	1,164,827.42	

REVENUE/EXPENDITURE REPORT

October 2014 @ 33/3%

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current Secured Property Taxes	689,313.00	689,313.00	0.00	0.00	0.00	689,313.00	0.0
3001 Current unsecured prop tax	26,010.00	26,010.00	20,363.25	0.00	0.00	5,646.75	78.3
3002 Prior secured property taxes	10,200.00	10,200.00	3,328.95	968.74	0.00	6,871.05	32.6
3003 Prior unsecured prop taxes	449.00	449.00	0.00	0.00	0.00	449.00	0.0
3004 Delinquent property taxes	510.00	510.00	0.00	0.00	0.00	510.00	0.0
3010 Current supplemental assessmt	15,300.00	15,300.00	6,312.57	2,143.23	0.00	8,987.43	41.3
3020 Public utility tax	11,832.00	11,832.00	0.00	0.00	0.00	11,832.00	0.0
PROPERTY TAXES	753,614.00	753,614.00	30,004.77	3,111.97	0.00	723,609.23	4.0
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	258,000.00	258,000.00	10,460.81	1,084.66	0.00	247,539.19	4.1
ASSESSMENTS	258,000.00	258,000.00	10,460.81	1,084.66	0.00	247,539.19	4.1
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	2,000.00	2,000.00	386.90	386.90	0.00	1,613.10	19.3
USE OF MONEY AND PROPERTY	2,000.00	2,000.00	386.90	386.90	0.00	1,613.10	19.3
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,800.00	5,800.00	0.00	0.00	0.00	5,800.00	0.0
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	0.00	0.00	0.00	57,800.00	0.0
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	14,040.00	14,040.00	5,189.25	654.00	0.00	8,850.75	37.0
3405 Wall Rental	520.00	520.00	160.00	60.00	0.00	360.00	30.8
3406 Ball field reservations	28,600.00	28,600.00	9,717.00	349.00	0.00	18,883.00	34.0
3410 Rossmoor building rental	4,680.00	4,680.00	1,171.00	332.00	0.00	3,509.00	25.0
3412 Montecito building rental	25,220.00	25,220.00	5,619.00	2,338.00	0.00	19,601.00	22.3
3414 Rush Park Building Rental	86,840.00	86,840.00	26,778.00	2,269.00	0.00	60,062.00	30.8
FEES AND SERVICES	159,900.00	159,900.00	48,634.25	6,002.00	0.00	111,265.75	30.4
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	3,500.00	3,500.00	102.36	0.00	0.00	3,397.64	2.9
3502 Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE	23,500.00	23,500.00	102.36	0.00	0.00	23,397.64	0.4
Dept: 00	1,254,814.00	1,254,814.00	89,589.09	10,585.53	0.00	1,165,224.91	7.1
Dept: 20 RECREATION							
Acct Class: 35 OTHER REVENUE							
3558 Seal Beach Run Grant	0.00	0.00	397.49	-408.05	0.00	-397.49	0.0
OTHER REVENUE	0.00	0.00	397.49	-408.05	0.00	-397.49	0.0
RECREATION	0.00	0.00	397.49	-408.05	0.00	-397.49	0.0
Revenues	1,254,814.00	1,254,814.00	89,986.58	10,177.48	0.00	1,164,827.42	7.2

Expenditures

Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	14,000.00	14,000.00	3,150.00	500.00	0.00	10,850.00	22.5
4001 Salaries - Full-time	156,000.00	156,000.00	60,229.89	14,834.15	0.00	95,770.11	38.6
4003 Salaries - Overtime	3,432.00	3,432.00	1,331.31	365.51	0.00	2,100.69	38.8
4007 Vehicle Allowance	500.00	500.00	47.30	0.00	0.00	452.70	9.5
4010 Workers Compensation Insurance	3,600.00	3,600.00	1,268.84	182.75	0.00	2,331.16	35.2
4011 Medical Insurance	27,500.00	27,500.00	11,605.68	2,901.42	0.00	15,894.32	42.2
4015 Federal Payroll Tax -FICA	8,800.00	8,800.00	4,920.32	1,193.50	0.00	3,879.68	55.9
4018 State Payroll Taxes	1,100.00	1,100.00	78.75	12.50	0.00	1,021.25	7.2

EXPENDITURE REPORT
October 2014 @ 33/3%

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

Expenditures

Dept: 10 ADMINISTRATION

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
SALARIES AND BENEFITS	214,932.00	214,932.00	82,632.09	19,989.83	0.00	132,299.91	38.4
OPERATIONS AND MAINTENANCE 1, 2	73,900.00	73,900.00	27,312.84	4,095.10	0.00	46,587.16	37.0
CONTRACT SERVICES 3	96,500.00	96,500.00	51,238.94	26,514.22	0.00	45,261.06	53.1
CAPITAL EXPENDITURES	6,000.00	6,000.00	1,514.17	0.00	0.00	4,485.83	25.2

ADMINISTRATION

	391,332.00	391,332.00	162,698.04	50,599.15	0.00	228,633.96	41.6
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Dept: 20 RECREATION

SALARIES AND BENEFITS	92,353.00	92,353.00	32,571.01	7,950.46	0.00	59,781.99	35.3
OPERATIONS AND MAINTENANCE	24,700.00	24,700.00	14,763.61	334.96	0.00	9,936.39	59.8
CONTRACT SERVICES	3,500.00	3,500.00	1,252.59	826.32	0.00	2,247.41	35.8
CAPITAL EXPENDITURES	2,000.00	2,000.00	32.69	32.69	0.00	1,967.31	1.6

RECREATION

	122,553.00	122,553.00	48,619.90	9,144.43	0.00	73,933.10	39.7
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Dept: 30 ROSSMOOR PARK

SALARIES AND BENEFITS 4	57,013.00	57,013.00	23,977.51	6,043.77	0.00	33,035.49	42.1
OPERATIONS AND MAINTENANCE 2	75,550.00	75,550.00	27,690.21	6,882.31	0.00	47,859.79	36.7
CONTRACT SERVICES	37,700.00	37,700.00	12,099.53	3,713.76	0.00	25,600.47	32.1
CAPITAL EXPENDITURES	250.00	250.00	122.57	122.57	0.00	127.43	49.0

ROSSMOOR PARK

	170,513.00	170,513.00	63,889.82	16,762.41	0.00	106,623.18	37.5
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Dept: 40 MONTECITO CENTER

SALARIES AND BENEFITS	43,802.00	43,802.00	18,566.14	4,590.37	0.00	25,235.86	42.4
OPERATIONS AND MAINTENANCE	18,400.00	18,400.00	5,498.04	1,740.45	0.00	12,901.96	29.9
CONTRACT SERVICES	7,800.00	7,800.00	2,659.53	1,353.76	0.00	5,140.47	34.1
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0

MONTECITO CENTER

	70,052.00	70,052.00	26,723.71	7,684.58	0.00	43,328.29	38.1
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Dept: 50 RUSH PARK

SALARIES AND BENEFITS	62,725.00	62,725.00	26,120.02	6,861.64	0.00	36,604.98	41.6
OPERATIONS AND MAINTENANCE	106,821.00	106,821.00	32,401.92	8,315.26	0.00	74,419.08	30.3
CONTRACT SERVICES	37,700.00	37,700.00	12,099.53	3,713.76	0.00	25,600.47	32.1
CAPITAL EXPENDITURES	250.00	250.00	122.56	122.56	0.00	127.44	49.0

RUSH PARK

	207,496.00	207,496.00	70,744.03	19,013.22	0.00	136,751.97	34.1
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EXPENDITURE REPORT
October 2014 @ 33/3%

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	580.00	189.90	82.95	0.00	390.10	32.7
CONTRACT SERVICES	110,000.00	110,000.00	26,880.11	8,957.23	0.00	83,119.89	24.4
STREET LIGHTING	110,580.00	110,580.00	27,070.01	9,040.18	0.00	83,509.99	24.5
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	189.90	82.95	0.00	390.10	32.7
CONTRACT SERVICES	55,000.00	55,000.00	13,458.33	4,508.25	0.00	41,541.67	24.5
STREET SWEEPING	55,580.00	55,580.00	13,648.23	4,591.20	0.00	41,931.77	24.6
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	17,400.00	17,400.00	6,408.89	1,727.07	0.00	10,991.11	36.8
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	415.14	177.46	0.00	1,359.86	23.4
CONTRACT SERVICES	73,600.00	73,600.00	19,914.54	16,853.52	0.00	53,685.46	27.1
CAPITAL EXPENDITURES	12,000.00	12,000.00	3,578.80	0.00	0.00	8,421.20	29.8
PARKWAY TREES	104,775.00	104,775.00	30,317.37	18,758.05	0.00	74,457.63	28.9
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	966.00	966.00	330.22	86.40	0.00	635.78	34.2
OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	2,066.12	987.29	0.00	8,433.88	19.7
CONTRACT SERVICES	4,150.00	4,150.00	1,295.06	383.89	0.00	2,854.94	31.2
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,716.00	15,716.00	3,691.40	1,457.58	0.00	12,024.60	23.5
Expenditures	1,250,697.00	1,250,697.00	449,402.51	137,050.80	0.00	801,294.49	35.9
Grand Total Net Effect:	-1,250,697.00	-1,250,697.00	-449,402.51	-137,050.80	0.00	-801,294.49	

REVENUE/EXPENDITURE REPORT

October 2014 @ 33/3%

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Original Bud. Amended Bud. YTD Actual CURR MTH Encumb. YTD UnencBal % Bud

Fund: 10 - GENERAL FUND

Expenditures

Dept: 10 ADMINISTRATION

SALARIES AND BENEFITS		214,932.00	214,932.00	82,632.09	19,989.83	0.00	132,299.91	38.4
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	12,500.00	12,500.00	13,186.91	0.00	0.00	-686.91	105.5
5004	Memberships and Dues	6,400.00	6,400.00	2,504.71	172.86	0.00	3,895.29	39.1
5006	Travel & Meetings	1,500.00	1,500.00	1,205.15	34.00	0.00	294.85	80.3
5007	Televised Meeting Costs	17,200.00	17,200.00	4,395.95	2,899.00	0.00	12,804.05	25.6
5010	Publications & Legal Notices	7,200.00	7,200.00	2,010.78	0.00	0.00	5,189.22	27.9
5012	Printing	400.00	400.00	307.14	0.00	0.00	92.86	76.8
5014	Postage	2,000.00	2,000.00	228.98	0.00	0.00	1,771.02	11.4
5016	Office Supplies	7,200.00	7,200.00	2,056.15	646.00	0.00	5,143.85	28.6
5020	Telephone	1,000.00	1,000.00	569.71	248.87	0.00	430.29	57.0
5045	Miscellaneous Expenditures	5,500.00	5,500.00	433.29	-14.13	0.00	5,066.71	7.9
5046	Bank Service Charge	1,000.00	1,000.00	414.07	108.50	0.00	585.93	41.4
5050	Elections	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
OPERATIONS AND MAINTENANCE		73,900.00	73,900.00	27,312.84	4,095.10	0.00	46,587.16	37.0
Acct Class: 56 CONTRACT SERVICES								
5610	Legal Counsel	38,000.00	38,000.00	22,158.92	5,508.58	0.00	15,841.08	58.3
5615	Financial Audit-Consulting	8,500.00	8,500.00	8,700.00	8,700.00	0.00	-200.00	102.4
5670	Other Professional Services	50,000.00	50,000.00	20,380.02	12,305.64	0.00	29,619.98	40.8
CONTRACT SERVICES		96,500.00	96,500.00	51,238.94	26,514.22	0.00	45,261.06	53.1
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	6,000.00	6,000.00	1,514.17	0.00	0.00	4,485.83	25.2
CAPITAL EXPENDITURES		6,000.00	6,000.00	1,514.17	0.00	0.00	4,485.83	25.2
ADMINISTRATION		391,332.00	391,332.00	162,698.04	50,599.15	0.00	228,633.96	41.6
Dept: 20 RECREATION								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	51,229.00	51,229.00	17,295.07	4,489.67	0.00	33,933.93	33.8
4002	Salaries - Part-time	22,104.00	22,104.00	8,041.76	1,906.56	0.00	14,062.24	36.4
4003	Salaries - Overtime	3,640.00	3,640.00	1,227.26	235.52	0.00	2,412.74	33.7
4005	Salaries - Event Attendant	200.00	200.00	352.50	0.00	0.00	-152.50	176.3
4007	Vehicle Allowance	500.00	500.00	121.59	0.00	0.00	378.41	24.3
4010	Workers Compensation Insurance	1,080.00	1,080.00	512.95	73.88	0.00	567.05	47.5
4011	Medical Insurance	7,000.00	7,000.00	2,950.64	737.66	0.00	4,049.36	42.2
4015	Federal Payroll Tax -FICA	5,500.00	5,500.00	2,058.50	507.17	0.00	3,441.50	37.4
4018	State Payroll Taxes	1,100.00	1,100.00	10.74	0.00	0.00	1,089.26	1.0
SALARIES AND BENEFITS		92,353.00	92,353.00	32,571.01	7,950.46	0.00	59,781.99	35.3
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5006	Travel & Meetings	250.00	250.00	220.00	0.00	0.00	30.00	88.0
5010	Publications & Legal Notices	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5012	Printing	100.00	100.00	47.95	0.00	0.00	52.05	48.0
5014	Postage	150.00	150.00	0.00	0.00	0.00	150.00	0.0
5016	Office Supplies	1,000.00	1,000.00	388.26	126.99	0.00	611.74	38.8
5017	Community Events	14,000.00	14,000.00	7,337.69	50.40	0.00	6,662.31	52.4
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	569.71	248.87	0.00	1,230.29	31.7
5045	Miscellaneous Expenditures	500.00	500.00	0.00	-91.30	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		24,700.00	24,700.00	14,763.61	334.96	0.00	9,936.39	59.8
Acct Class: 56 CONTRACT SERVICES								
5670	Other Professional Services	3,500.00	3,500.00	1,252.59	826.32	0.00	2,247.41	35.8
CONTRACT SERVICES		3,500.00	3,500.00	1,252.59	826.32	0.00	2,247.41	35.8
Acct Class: 60 CAPITAL EXPENDITURES								

REVENUE/EXPENDITURE REPORT
October 2014 @ 33/3%

Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

Expenditures

Dept: 20 RECREATION

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment 2,000.00 2,000.00 32.69 32.69 0.00 1,967.31 1.6

CAPITAL EXPENDITURES 2,000.00 2,000.00 32.69 32.69 0.00 1,967.31 1.6

RECREATION 122,553.00 122,553.00 48,619.90 9,144.43 0.00 73,933.10 39.7

Dept: 30 ROSSMOOR PARK

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time 31,252.00 31,252.00 13,026.31 3,561.81 0.00 18,225.69 41.7

4002 Salaries - Part-time 6,851.00 6,851.00 3,716.25 877.32 0.00 3,134.75 54.2

4003 Salaries - Overtime 1,900.00 1,900.00 956.26 159.32 0.00 943.74 50.3

4005 Salaries - Event Attendant 250.00 250.00 0.00 0.00 0.00 250.00 0.0

4010 Workers Compensation Insurance 3,800.00 3,800.00 1,268.84 182.75 0.00 2,531.16 33.4

4011 Medical Insurance 8,700.00 8,700.00 3,644.96 911.24 0.00 5,055.04 41.9

4015 Federal Payroll Tax -FICA 3,600.00 3,600.00 1,352.19 351.33 0.00 2,247.81 37.6

4018 State Payroll Taxes 660.00 660.00 12.70 0.00 0.00 647.30 1.9

SALARIES AND BENEFITS 57,013.00 57,013.00 23,977.51 6,043.77 0.00 33,035.49 42.1

Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices 300.00 300.00 0.00 0.00 0.00 300.00 0.0

5012 Printing 50.00 50.00 23.98 0.00 0.00 26.02 48.0

5014 Postage 50.00 50.00 0.00 0.00 0.00 50.00 0.0

5016 Office Supplies 900.00 900.00 194.13 63.50 0.00 705.87 21.6

5018 Janitorial Supplies 4,500.00 4,500.00 859.92 0.00 0.00 3,640.08 19.1

5020 Telephone 1,600.00 1,600.00 569.71 248.87 0.00 1,030.29 35.6

5022 Utilities 48,000.00 48,000.00 20,561.49 5,785.98 0.00 27,438.51 42.8

5025 SECURED PROP TAX 900.00 900.00 0.00 0.00 0.00 900.00 0.0

5030 Vehicle Maintenance 1,000.00 1,000.00 254.67 42.07 0.00 745.33 25.5

5032 Building & Grounds-Maintenance 16,000.00 16,000.00 5,013.06 611.77 0.00 10,986.94 31.3

5034 Alarm Systems 750.00 750.00 95.25 12.12 0.00 654.75 12.7

5045 Miscellaneous Expenditures 500.00 500.00 118.00 118.00 0.00 382.00 23.6

5051 Equipment Rental 500.00 500.00 0.00 0.00 0.00 500.00 0.0

5052 Minor Facility Repairs 500.00 500.00 0.00 0.00 0.00 500.00 0.0

OPERATIONS AND MAINTENANCE 75,550.00 75,550.00 27,690.21 6,882.31 0.00 47,859.79 36.7

Acct Class: 56 CONTRACT SERVICES

5655 Landscape Maintenance 33,000.00 33,000.00 10,620.00 2,655.00 0.00 22,380.00 32.2

5656 Tree Trimming 1,200.00 1,200.00 280.76 248.06 0.00 919.24 23.4

5670 Other Professional Services 3,500.00 3,500.00 1,198.77 810.70 0.00 2,301.23 34.3

CONTRACT SERVICES 37,700.00 37,700.00 12,099.53 3,713.76 0.00 25,600.47 32.1

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment 250.00 250.00 122.57 122.57 0.00 127.43 49.0

CAPITAL EXPENDITURES 250.00 250.00 122.57 122.57 0.00 127.43 49.0

ROSSMOOR PARK 170,513.00 170,513.00 63,889.82 16,762.41 0.00 106,623.18 37.5

Dept: 40 MONTECITO CENTER

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time 26,137.00 26,137.00 11,176.90 3,010.93 0.00 14,960.10 42.8

4002 Salaries - Part-time 3,425.00 3,425.00 1,773.56 312.91 0.00 1,651.44 51.8

4003 Salaries - Overtime 1,040.00 1,040.00 606.21 119.30 0.00 433.79 58.3

4010 Workers Compensation Insurance 3,000.00 3,000.00 1,020.48 146.98 0.00 1,979.52 34.0

4011 Medical Insurance 7,100.00 7,100.00 2,949.20 737.30 0.00 4,150.80 41.5

4015 Federal Payroll Tax -FICA 2,500.00 2,500.00 1,035.31 262.95 0.00 1,464.69 41.4

4018 State Payroll Taxes 600.00 600.00 4.48 0.00 0.00 595.52 0.7

SALARIES AND BENEFITS 43,802.00 43,802.00 18,566.14 4,590.37 0.00 25,235.86 42.4

Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices 200.00 200.00 0.00 0.00 0.00 200.00 0.0

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

Expenditures

Dept: 40 MONTECITO CENTER

Acct Class: 50 OPERATIONS AND MAINTENANCE

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
5012 Printing	50.00	50.00	23.98	0.00	0.00	26.02	48.0
5014 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5016 Office Supplies	900.00	900.00	194.13	63.50	0.00	705.87	21.6
5018 Janitorial Supplies	3,000.00	3,000.00	859.92	0.00	0.00	2,140.08	28.7
5020 Telephone	1,650.00	1,650.00	569.71	248.87	0.00	1,080.29	34.5
5022 Utilities	4,000.00	4,000.00	1,709.91	654.68	0.00	2,290.09	42.7
5025 SECURED PROP TAX	750.00	750.00	0.00	0.00	0.00	750.00	0.0
5030 Vehicle Maintenance	1,000.00	1,000.00	254.67	42.07	0.00	745.33	25.5
5032 Building & Grounds-Maintenance	3,000.00	3,000.00	1,569.58	501.08	0.00	1,430.42	52.3
5034 Alarm Systems	500.00	500.00	97.65	11.76	0.00	402.35	19.5
5045 Miscellaneous Expenditures	50.00	50.00	10.27	10.27	0.00	39.73	20.5
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	3,000.00	3,000.00	208.22	208.22	0.00	2,791.78	6.9

OPERATIONS AND MAINTENANCE

Acct Class: 56 CONTRACT SERVICES

5655 Landscape Maintenance	3,300.00	3,300.00	1,180.00	295.00	0.00	2,120.00	35.8
5656 Tree Trimming	1,000.00	1,000.00	280.76	248.06	0.00	719.24	28.1
5670 Other Professional Services	3,500.00	3,500.00	1,198.77	810.70	0.00	2,301.23	34.3

CONTRACT SERVICES

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment	50.00	50.00	0.00	0.00	0.00	50.00	0.0
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CAPITAL EXPENDITURES

MONTECITO CENTER

Dept: 50 RUSH PARK

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time	34,034.00	34,034.00	13,026.31	3,561.81	0.00	21,007.69	38.3
4002 Salaries - Part-time	8,200.00	8,200.00	3,716.25	877.32	0.00	4,483.75	45.3
4003 Salaries - Overtime	1,716.00	1,716.00	977.02	159.32	0.00	738.98	56.9
4005 Salaries - Event Attendant	2,000.00	2,000.00	1,927.50	742.50	0.00	72.50	96.4
4010 Workers Compensation Insurance	3,500.00	3,500.00	1,268.84	182.75	0.00	2,231.16	36.3
4011 Medical Insurance	8,700.00	8,700.00	3,644.96	911.24	0.00	5,055.04	41.9
4015 Federal Payroll Tax -FICA	3,800.00	3,800.00	1,501.09	408.13	0.00	2,298.91	39.5
4018 State Payroll Taxes	775.00	775.00	58.05	18.57	0.00	716.95	7.5

SALARIES AND BENEFITS

Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5012 Printing	500.00	500.00	23.97	0.00	0.00	476.03	4.8
5014 Postage	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5016 Office Supplies	900.00	900.00	194.13	63.50	0.00	705.87	21.6
5018 Janitorial Supplies	4,500.00	4,500.00	862.53	0.00	0.00	3,637.47	19.2
5020 Telephone	1,800.00	1,800.00	569.71	248.87	0.00	1,230.29	31.7
5022 Utilities	67,771.00	67,771.00	26,263.31	6,238.50	0.00	41,507.69	38.8
5025 SECURED PROP TAX	3,500.00	3,500.00	0.00	0.00	0.00	3,500.00	0.0
5030 Vehicle Maintenance	1,000.00	1,000.00	254.67	42.06	0.00	745.33	25.5
5032 Building & Grounds-Maintenance	23,500.00	23,500.00	3,998.96	1,573.57	0.00	19,501.04	17.0
5034 Alarm Systems	750.00	750.00	175.64	89.76	0.00	574.36	23.4
5045 Miscellaneous Expenditures	250.00	250.00	59.00	59.00	0.00	191.00	23.6
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0

OPERATIONS AND MAINTENANCE

Acct Class: 56 CONTRACT SERVICES

5655 Landscape Maintenance	33,000.00	33,000.00	10,620.00	2,655.00	0.00	22,380.00	32.2
5656 Tree Trimming	1,200.00	1,200.00	280.76	248.06	0.00	919.24	23.4

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 50 RUSH PARK Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	3,500.00	3,500.00	1,198.77	810.70	0.00	2,301.23	34.3
CONTRACT SERVICES	37,700.00	37,700.00	12,099.53	3,713.76	0.00	25,600.47	32.1
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	122.56	122.56	0.00	127.44	49.0
CAPITAL EXPENDITURES	250.00	250.00	122.56	122.56	0.00	127.44	49.0
RUSH PARK	207,496.00	207,496.00	70,744.03	19,013.22	0.00	136,751.97	34.1
Dept: 60 STREET LIGHTING Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	189.90	82.95	0.00	390.10	32.7
OPERATIONS AND MAINTENANCE	580.00	580.00	189.90	82.95	0.00	390.10	32.7
Acct Class: 56 CONTRACT SERVICES							
5650 Lighting and Maintenance	110,000.00	110,000.00	26,880.11	8,957.23	0.00	83,119.89	24.4
CONTRACT SERVICES	110,000.00	110,000.00	26,880.11	8,957.23	0.00	83,119.89	24.4
STREET LIGHTING	110,580.00	110,580.00	27,070.01	9,040.18	0.00	83,509.99	24.5
Dept: 65 ROSSMOOR WALL Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032 Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	189.90	82.95	0.00	390.10	32.7
OPERATIONS AND MAINTENANCE	580.00	580.00	189.90	82.95	0.00	390.10	32.7
Acct Class: 56 CONTRACT SERVICES							
5642 Street Sweeping	55,000.00	55,000.00	13,458.33	4,508.25	0.00	41,541.67	24.5
CONTRACT SERVICES	55,000.00	55,000.00	13,458.33	4,508.25	0.00	41,541.67	24.5
STREET SWEEPING	55,580.00	55,580.00	13,648.23	4,591.20	0.00	41,931.77	24.6
Dept: 80 PARKWAY TREES Acct Class: 40 SALARIES AND BENEFITS							
4002 Salaries - Part-time	15,800.00	15,800.00	5,772.28	1,548.05	0.00	10,027.72	36.5
4007 Vehicle Allowance	400.00	400.00	195.06	60.60	0.00	204.94	48.8
4015 Federal Payroll Tax -FICA	1,000.00	1,000.00	441.55	118.42	0.00	558.45	44.2
4018 State Payroll Taxes	200.00	200.00	0.00	0.00	0.00	200.00	0.0
SALARIES AND BENEFITS	17,400.00	17,400.00	6,408.89	1,727.07	0.00	10,991.11	36.8
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	25.00	25.00	0.00	0.00	0.00	25.00	0.0
5014 Postage	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5016 Office Supplies	200.00	200.00	35.31	11.54	0.00	164.69	17.7
5020 Telephone	1,000.00	1,000.00	379.83	165.92	0.00	620.17	38.0
5030 Vehicle Maintenance	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5051 Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	415.14	177.46	0.00	1,359.86	23.4
Acct Class: 56 CONTRACT SERVICES							
5656 Tree Trimming	67,000.00	67,000.00	17,569.35	15,710.06	0.00	49,430.65	26.2

REVENUE/EXPENDITURE REPORT

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For the Period: 7/1/2014 to 10/31/2014	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 80 PARKWAY TREES							
Acct Class: 56 CONTRACT SERVICES							
5660 TREE REMOVAL	700.00	700.00	0.00	0.00	0.00	700.00	0.0
5664 Tree Watering Program	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5670 Other Professional Services	5,500.00	5,500.00	2,345.19	1,143.46	0.00	3,154.81	42.6
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CONTRACT SERVICES	73,600.00	73,600.00	19,914.54	16,853.52	0.00	53,685.46	27.1
Acct Class: 60 CAPITAL EXPENDITURES							
6015 Trees	12,000.00	12,000.00	3,578.80	0.00	0.00	8,421.20	29.8
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CAPITAL EXPENDITURES	12,000.00	12,000.00	3,578.80	0.00	0.00	8,421.20	29.8
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PARKWAY TREES	104,775.00	104,775.00	30,317.37	18,758.05	0.00	74,457.63	28.9
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	639.00	639.00	231.17	68.86	0.00	407.83	36.2
4003 Salaries - Overtime	62.00	62.00	20.45	3.46	0.00	41.55	33.0
4010 Workers Compensation Insurance	180.00	180.00	59.43	8.56	0.00	120.57	33.0
4015 Federal Payroll Tax -FICA	70.00	70.00	19.17	5.52	0.00	50.83	27.4
4018 State Payroll Taxes	15.00	15.00	0.00	0.00	0.00	15.00	0.0
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SALARIES AND BENEFITS	966.00	966.00	330.22	86.40	0.00	635.78	34.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	500.00	500.00	189.93	82.97	0.00	310.07	38.0
5022 Utilities	8,500.00	8,500.00	1,713.19	904.32	0.00	6,786.81	20.2
5030 Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032 Building & Grounds-Maintenance	1,000.00	1,000.00	163.00	0.00	0.00	837.00	16.3
5045 Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051 Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052 Minor Facility Repairs	200.00	200.00	0.00	0.00	0.00	200.00	0.0
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OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	2,066.12	987.29	0.00	8,433.88	19.7
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	1,180.00	295.00	0.00	2,420.00	32.8
5656 Tree Trimming	500.00	500.00	93.57	82.66	0.00	406.43	18.7
5670 Other Professional Services	50.00	50.00	21.49	6.23	0.00	28.51	43.0
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CONTRACT SERVICES	4,150.00	4,150.00	1,295.06	383.89	0.00	2,854.94	31.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
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CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
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MINI-PARKS AND MEDIANS	15,716.00	15,716.00	3,691.40	1,457.58	0.00	12,024.60	23.5
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Expenditures	1,250,697.00	1,250,697.00	449,402.51	137,050.80	0.00	801,294.49	35.9
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Net Effect for GENERAL FUND	4,117.00	4,117.00	-359,415.93	-126,873.32	0.00	363,532.93	-8,730.0
Change in Fund Balance:			-359,415.93				

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	3,909.60	0.00	0.00	376,090.40	1.0
3101 Property assessments-prior yr	3,400.00	3,400.00	1,763.04	435.58	0.00	1,636.96	51.9
ASSESSMENTS	383,400.00	383,400.00	5,672.64	435.58	0.00	377,727.36	1.5
Dept: 00	383,400.00	383,400.00	5,672.64	435.58	0.00	377,727.36	1.5

Revenues

	383,400.00	383,400.00	5,672.64	435.58	0.00	377,727.36	1.5
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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	3,047.50	0.00	0.00	-172.50	106.0
CONTRACT SERVICES	22,875.00	22,875.00	3,047.50	0.00	0.00	19,827.50	13.3
Acct Class: 58 DEBT SERVICE							
5800 Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
5801 Interest	121,210.00	121,210.00	64,170.00	0.00	0.00	57,040.00	52.9
DEBT SERVICE	351,210.00	351,210.00	294,170.00	0.00	0.00	57,040.00	83.8
RUSH PARK	374,085.00	374,085.00	297,217.50	0.00	0.00	76,867.50	79.5
Dept: 95 CONTINGENCY/RESERVES							
Acct Class: 59 RESERVES/CONTINGENCIES							
5730 Reserves - general	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
RESERVES/CONTINGENCIES	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
CONTINGENCY/RESERVES	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0

Expenditures

	374,085.00	374,085.00	307,715.80	0.00	0.00	66,369.20	82.3
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Net Effect for ASSESSMENT DISTRICT FUND-RUSH

	9,315.00	9,315.00	-302,043.16	435.58	0.00	311,358.16	-3,242.5
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Change in Fund Balance:

-302,043.16

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
2999 FY Begin Fund Balance	105,202.00	105,202.00	0.00	0.00	0.00	105,202.00	0.0
PROPERTY TAXES	105,202.00	105,202.00	0.00	0.00	0.00	105,202.00	0.0
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	87,700.00	87,700.00	0.00	0.00	0.00	87,700.00	0.0
3101 Property assessments-prior yr	780.00	780.00	291.12	96.26	0.00	488.88	37.3
ASSESSMENTS	88,480.00	88,480.00	291.12	96.26	0.00	88,188.88	0.3
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
USE OF MONEY AND PROPERTY	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
Dept: 00	194,682.00	194,682.00	291.12	96.26	0.00	194,390.88	0.1

Revenues	194,682.00	194,682.00	291.12	96.26	0.00	194,390.88	0.1
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Expenditures

Dept: 65 ROSSMOOR WALL							
Acct Class: 56 CONTRACT SERVICES							
5619 Bond Trustee	2,530.00	2,530.00	2,640.00	0.00	0.00	-110.00	104.3
CONTRACT SERVICES	2,530.00	2,530.00	2,640.00	0.00	0.00	-110.00	104.3
Acct Class: 58 DEBT SERVICE							
5800 Principal	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
5801 Interest	14,935.00	14,935.00	8,410.00	0.00	0.00	6,525.00	56.3
DEBT SERVICE	79,935.00	79,935.00	73,410.00	0.00	0.00	6,525.00	91.8
ROSSMOOR WALL	82,465.00	82,465.00	76,050.00	0.00	0.00	6,415.00	92.2

Expenditures	82,465.00	82,465.00	76,050.00	0.00	0.00	6,415.00	92.2
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Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL	112,217.00	112,217.00	-75,758.88	96.26	0.00	187,975.88	-67.5
Change in Fund Balance:			-75,758.88				

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Rossmoor Community

For the Period: 7/1/2014 to 10/31/2014

Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
2999 FY Begin Fund Balance	97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
PROPERTY TAXES	97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
Acct Class: 35 OTHER REVENUE							
3600 TRANSFER IN/OUT OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
OTHER REVENUE	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 00	197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Revenues	197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Expenditures							
Dept: 40 MONTECITO CENTER							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	0.00	0.00	10,616.69	0.00	0.00	-10,616.69	0.0
CAPITAL EXPENDITURES	0.00	0.00	10,616.69	0.00	0.00	-10,616.69	0.0
MONTECITO CENTER	0.00	0.00	10,616.69	0.00	0.00	-10,616.69	0.0
Dept: 50 RUSH PARK							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	67,000.00	67,000.00	33,688.61	0.00	0.00	33,311.39	50.3
CAPITAL EXPENDITURES	67,000.00	67,000.00	33,688.61	0.00	0.00	33,311.39	50.3
RUSH PARK	67,000.00	67,000.00	33,688.61	0.00	0.00	33,311.39	50.3
Dept: 65 ROSSMOOR WALL							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	20,000.00	20,000.00	4,930.00	0.00	0.00	15,070.00	24.7
CAPITAL EXPENDITURES	20,000.00	20,000.00	4,930.00	0.00	0.00	15,070.00	24.7
ROSSMOOR WALL	20,000.00	20,000.00	4,930.00	0.00	0.00	15,070.00	24.7
Dept: 75 CAPITAL PROJECTS							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5045 Miscellaneous Expenditures	7,000.00	7,000.00	1,305.00	0.00	0.00	5,695.00	18.6
OPERATIONS AND MAINTENANCE	7,000.00	7,000.00	1,305.00	0.00	0.00	5,695.00	18.6
CAPITAL PROJECTS	7,000.00	7,000.00	1,305.00	0.00	0.00	5,695.00	18.6
Expenditures	94,000.00	94,000.00	50,540.30	0.00	0.00	43,459.70	53.8
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	103,685.00	103,685.00	-50,540.30	0.00	0.00	154,225.30	-48.7
Change in Fund Balance:			-50,540.30				
Grand Total Net Effect:	229,334.00	229,334.00	-787,758.27	-126,341.48	0.00	1,017,092.27	

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - FINANCIAL REPORT
OCTOBER 2014
EXPENDITURES**

* #1 Insurance-Liability 10-10-5002	Annual premium paid for 2014-2015. Slight increase will be added to Amended Budget.
* #2 Travel & Meetings 10-10-5006, 10-20-5006	Red Cross training for staff in September
#3 Financial/Audit Consulting 10-10-5615	Additional meeting needed w/Auditor. Slight increase will be added to Amended Budget.
* #4 Event Attendant 10-20-4005	Additional event attendants needed for Summer Movies and Concerts in the Park due to large turnouts. Will be adjusted in Amended Budget.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: MONTHLY COYOTE SIGHTINGS/ACTIVITY REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Board President Maynard has asked that staff keep track of coyote sightings reported to the District including any activities related thereto. Attached is the Monthly Coyote Sightings/Activity Report for the month of November 2014. This report is intended to provide the Board with an account of submissions by residents to the District of coyote sightings and related activity. Also attached is a City of Seal Beach press release regarding recent Coyote Hazing Workshops.

ATTACHMENTS:

1. November Coyote Sightings/Activity Report.
2. City of Los Alamitos Press Release re: Coyote Hazing Workshops.

Monthly Coyote Sightings Activity Report

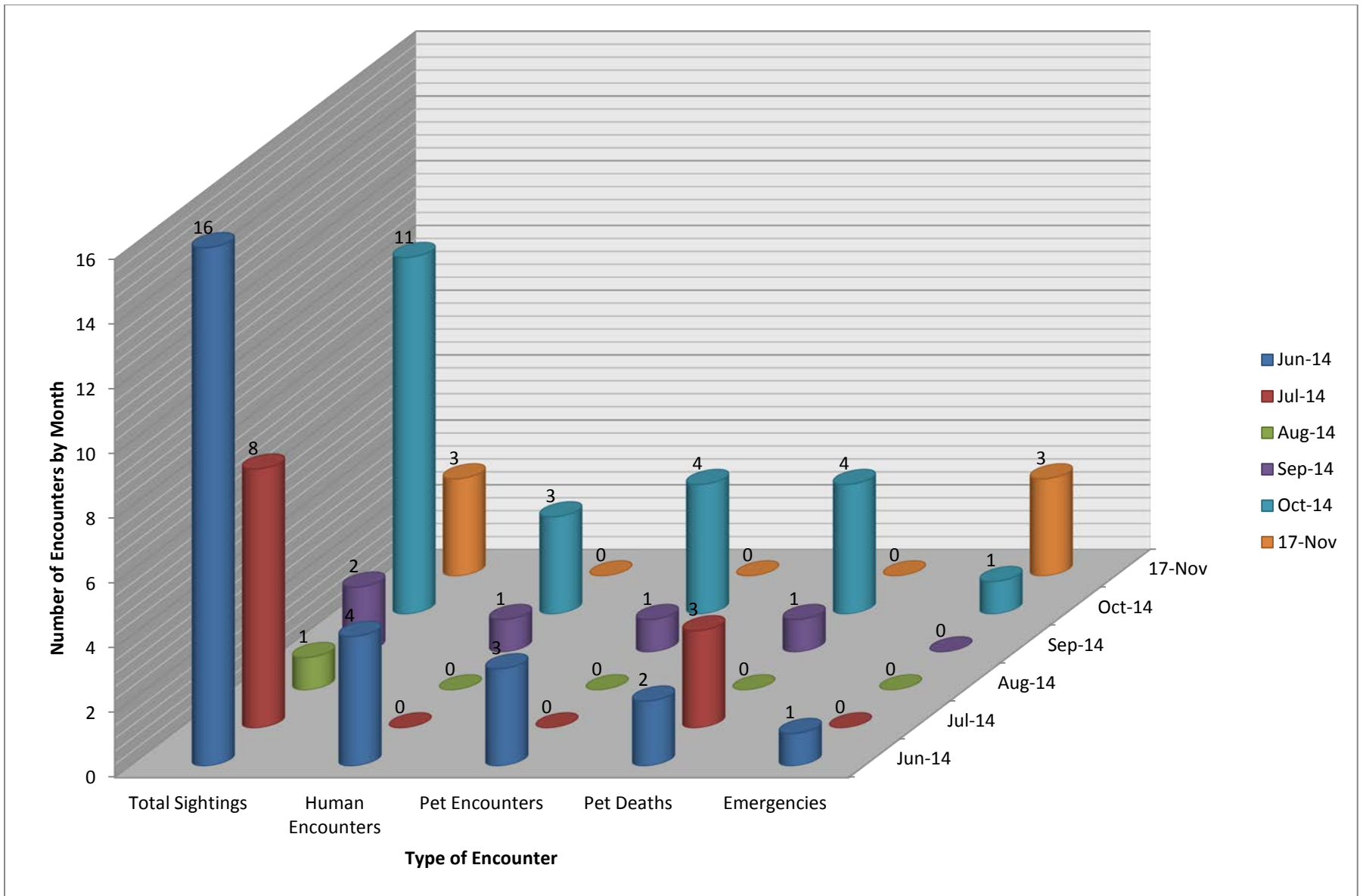
Elizabeth Deering

2014



The Monthly Coyote Sightings Activity Report is intended to provide the Board with information regarding the number of coyote sightings and types of encounters with urban coyotes within the community.

**Rossmoor Community Services District
3001 Blume Drive
Rossmoor, California 90720
562.430.3707**



MONTHLY COYOTE SIGHTINGS/ACTIVITY REPORT LEGEND DESCRIPTION

Total Sightings = Total of all reported Coyote Sightings/Activity by month

Human Encounters = Total of all reported coyote incidents involving humans; including coyote stalking, charging attacks, etc., either with or without pets.

Pet Encounters = All total reported coyote incidents involving pets (stalking, charging, attacks, etc.)

Pet Deaths = All total reported known or suspected coyote-related pet deaths extracted from Pet Encounters total (i.e. remains of a deceased animal).

Emergencies = All total occurrences resulting in 911 calls and/or warranting 911 calls.





November 20, 2014

FOR IMMEDIATE RELEASE

COYOTE HAZING WORKSHOPS

With the continuing concern of coyote sightings and attacks on animals in Seal Beach and neighboring cities, the City of Seal Beach will be co-hosting a series of coyote hazing workshops in company with The Humane Society of the United States (HSUS). The hazing workshops will take place on Tuesday, December 2nd and Wednesday, December 3rd. Below are the locations and times:

December 2nd

- **Seal Beach Marina Center** (open to the public)
151 Marina Drive
2:30p.m. – 4:00p.m.
- **North Seal Beach Center** (open to the public)
3333 Saint Cloud Drive Seal Beach
6:30p.m. – 8:00p.m.

December 3rd

- **Leisure World** (Leisure World residents only)
Clubhouse 2
13681 El Dorado Drive
9:00a.m. – 10:30a.m.
- **Seal Beach Senior Center** (public safety/city staff only)
707 Electric Avenue
3:30p.m. – 5:30p.m.

Generally, coyotes are reclusive animals who avoid human contact. However, with the urbanization of coyotes they have realized there are few real threats in suburban environments. This has resulted in coyotes approaching people and even feeling safe visiting yards when people are present. These educational workshops will give background on coyote ecology/behavior, provide the latest research on urban coyotes, provide solutions for coyote conflicts, demonstrate proper hazing techniques, and much more.

For more information, please contact Assistant City Manager Patrick Gallegos at (562) 431-2527 x1308 or email at pgallegos@sealbeachca.gov.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-4

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: LONG TERM USE OF DISTRICT PROPERTY UPDATE

RECOMMENDATION:

Receive report.

BACKGROUND:

Policy No. 6020 District Parks and Facilities - Long Term Use requires that the General Manager inform the Board of annual renewals of long term User Permits. Attached is a list of pending renewals for the month of January 2015. Each applicant is considered worthy of the granting of a renewed User Permit.

ATTACHMENTS:

1. List of Pending Long Term User Permit Renewals for the Month of January 2015
2. Policy No. 6020 District Parks and Facilities - Long Term Use.

**LIST OF PENDING USER PERMIT RENEWALS FOR THE MONTH OF
JANUARY 2015**

- 1. CALVARY CHAPEL – January to December – Wednesdays &
Sundays – Auditorium, East & West Room**

- 2. GOND CHURCH – January to December – Sundays – Auditorium,
East & West Room**

- 3. AL-ANON – January to December – Mondays, Tuesdays & Wednesdays
– East Room**

Rossmoor Community Services District

Policy

No. 6020

DISTRICT FACILITIES – LONG-TERM USE

6020.10 Long-Term Use Defined: Long-term use shall be limited to between six and twelve months. User Requests which do not exceed four days in each month and four hours in each day may be authorized by the General Manager. The use of fields shall not exceed 6 consecutive calendar months. User Permits which exceed these limitations will require Board approval.

6020.20 Community Benefit Required: Long-term use of District facilities will be authorized only when there is a benefit to the community.

6020.30 Use Greater Than 12 Months: The fixed period of time for long-term use shall be no more than twelve calendar months. Use beyond this time period will require the filing of a new application and approval consistent with the original approval criteria. The General Manager shall notify the Board of each renewal of a long term use request after the first year.

6020.40 User Fees and Deposits: See Policy No. 6015 Establishment of Fees and Charges for the Use of District Parks, Buildings and Facilities for the long-term use of District facilities.

Adopted: September 14, 1994
Approved renumbering & format: October 8, 2002
Reaffirmed: December 10, 2002
Amended: July 13, 2004
Amended: August 12, 2008
Readopted by Ordinance 2014-01: January 14, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: REQUEST BY THE ROSSMOOR HOMEOWNERS ASSOCIATION (RHA) FOR COSPONSORSHIP OF THE ROSSMOOR COMMUNITY FESTIVAL

RECOMMENDATION:

Approve the request of the RHA for cosponsorship of the Rossmoor Community Festival event.

BACKGROUND:

For several years, the RHA has conducted an annual picnic at Rush Park. The event is for one day on May 3rd with activities much like those last year. The RHA is once again requesting that the District cosponsor the event (no fees for the use of the park or District staff costs). Cosponsorship requires a manageable number of staff hours in support of this of event. Last year, two District staff persons were required, with the RHA providing the remainder of the work hours.

Attached is a proposed Memorandum of Understanding which clarifies the respective roles and responsibilities for both parties. There has been some informal discussion regarding a beer garden at the event which would require an amendment to current Board policy. This would require several months to accomplish. Should the RHA indicate a desire to pursue this option, this would be brought to Board's attention at a future Board meeting.

ATTACHMENTS:

1. Letter dated October 23, 2014 from the RHA.
2. Proposed Memorandum of Understanding.



Rossmoor Homeowners Association

**P.O. Box 5058 Rossmoor, California 90721
(562) 799-1401 www.Rossmoor-RHA.org**

October 23, 2014

Michael Maynard, President, Board of Directors
Rossmoor Community Service District
3001 Blume Drive
Rossmoor, CA 90720

Subject: RCSD Participation in the 2015 Rossmoor Community Festival

Dear President Maynard,

At the September 2014 RHA Board meeting it was agreed to sponsor a “Rossmoor Community Festival” on the first Sunday in May 2015 (May 3, 2015). This event will be for one day and will follow the format we had success with in 2014. It will incorporate lessons learned that were documented in after action reports by the RHA and the RCSD team participants for the 2014 Festival.

As a first step in preparing for the Annual Festival in 2015, the RHA Board of Directors invites the RCSD Board of Directors to cosponsor the event. The RHA Board also requests that the RCSD reserve Rush Park for this one day event on May 3, 2015.

The RHA Board of Directors also has established a Festival Committee chaired by Geoffrey King and supported by other Board members. As in 2014 we hope to have Ms. Emily Gingras, RCSD Parks and Recreation Director and Mr. Chris Argueta as part of the Festival team and planning committee and we request their participation for the 2015 Festival.

The RHA Festival Committee will be holding monthly planning meetings, normally on the third Wednesday of each month at 3:00 PM in the Rossmoor Park Community Center. At these meetings we are confirming the overall schedule of activities required to achieve a successful 2015 Festival, assigning responsibilities, and getting updates on assignments.

The RHA Board of Directors also would greatly appreciate it if the RCSD Board of Directors would provide the stage for entertainment and awards for this event as they have in previous years. We also request use of chairs and tables for various non-profit community groups such as the Rossmoor Women’s Club. We will provide canopies. We are asking the vendors to provide their own canopy, tables and chairs. The expected count for chairs and tables for yourselves, the RHA and other community groups will be provided by April 15, 2015. Finally, we will need RCSD staff at 7:00 AM and 6:00 PM to

1. Unlock, and remove/replace blocking posts on sidewalks/driveways for vendor vehicles;
2. Turn on/off power to light post outlets along the park sidewalk;
3. Provide access to chair and table storage areas in the RCSD facilities; and
4. Periodically check and service restrooms.

RHA volunteers will perform all other tasks for setting up, operation and takedown of Festival facilities, including collection of garbage and provision of a dumpster for the garbage

Should you have any questions regarding the Rossmoor Community Festival, please contact Mrs. Beverley Houghton 1st Vice President, RHA Board of Directors, or Mr. King, or the undersigned.

Sincerely yours,



Willard C. Gekler
Secretary, RHA Board of Directors

MEMORANDUM OF UNDERSTANDING
Rossmoor Community Festival

PREAMBLE

The Rossmoor Homeowners Association has coordinated an annual Community Festival (Festival) for over twenty years for the residents of Rossmoor and surrounding community. The Rossmoor Community Services District (District) Board and staff have supported the event. In more recent years, the District has assisted in event coordination, media and printing materials, day of implementation and assistance with the setup and cleanup of the event. Additionally, the District has provided the stage rental for the event and coordinated with the County and OCFA to insure special event permitting requirements were met and adhered to. The Festival shall be coordinated jointly by the District's Recreation Department and the RHA.

To ensure the success of the event, the implementation of an agreement or Memorandum of Understanding (MOU) is recommended. This shall be a standing agreement and the District shall recommend approval of the co-sponsorship annually as it conforms to the MOU.

The agreement should also serve as a means of documentation which can easily be accessed by RHA and District as Board and staff turnover. The following agreement outlines roles and responsibilities of the two parties.

MEMORANDUM OF UNDERSTANDING

The parties to this Memorandum of Understanding: The Rossmoor Community Services District, and the Rossmoor Homeowners Association agree to the following:

ROSSMOOR COMMUNITY SERVICES DISTRICT

1. The District agrees to act as a cosponsor for the event. Details of the co-sponsorship are outlined in the below sections.

ROSSMOOR HOMEOWNERS ASSOCIATION

1. The RHA will make a reasonable effort to gather volunteers for the Festival committee as well as day of volunteers for setup, operations and cleanup.
2. The RHA agrees to submit a co-sponsorship request letter to the District's General Manager for inclusion in a Board agenda no less than six (6) months prior to festival.

DATE AND HOURS OF USE

1. The Festival will be held on the first Sunday in May and may begin as early as 10:00am and conclude no later than 5:00pm.

FESTIVAL COMMITTEE

1. The Festival Committee (Committee) shall be made up of members of the RHA Board, members of the community, volunteers, and District staff.
2. The Committee shall meet monthly commencing no later than the 3rd week in September. The District will provide a meeting place for Festival meetings.

PERMIT REQUIREMENTS

1. District staff will apply for all necessary County and OCFA permits however, RHA will provide a scope and event map to the District and any other requested items by the County for event approval.
2. RHA will be responsible for payment of permitting costs with the County and OCFA and any other required permitting costs (CHP for road closures, etc).

USE OF PREMISES

1. Outdoor Green Space

- a. All green space at Rush Park including fields one, two, three, green space in between fields, picnic areas A and B and the kitchen will be utilized for the event

2. Facility Use

- a. The RHA shall have use of the kitchen for storage of items and for operation of coffee/donuts/beverages/snacks. The RHA may access the kitchen as early as the Friday prior to the event.
- b. Use of the auditorium, east room and west room will not be available for use for the festival 7am to 12pm due to use by Calvary Church.

FEE WAIVER

1. District grants use on a co-sponsorship basis waiving all fees associated with use of Rush Park and kitchen for the event including days leading up the event for supply/equipment storage not to exceed Friday morning prior to event.

INSURANCE AND IMDEMNIFICATION

1. The RHA agrees to comply with the District's Insurance requirements as spelled out in Policy No. 6010.50—District Indemnification in which the RHA must include a Certificate of Insurance naming the Rossmoor Community Services District as additional insured and sign the District's standard Hold Harmless Agreement. The RHA agrees to provide the Certificate of Insurance and the Hold Harmless Agreement to the District on or before April 15 of each year prior to the Festival. A copy of Policy No. 6010.50 is attached hereto as Exhibit A and incorporated herein by this reference. A copy of the District's Hold Harmless Agreement is attached hereto as Exhibit B and incorporated herein by this reference.

STAGE RENTAL

1. District agrees to schedule and to pay costs associated with rental of a stage for the event not to exceed \$2,000.

DAY-OF FESTIVAL ACTIVITIES

1. Setup/Cleanup

- a. District staff shall be available at 7:00am to open access to the kitchen and facility for setup.
- b. RHA shall be responsible for providing volunteers for the setup
- c. District staff shall be responsible for the maintenance and upkeep of the restrooms
- d. Both the District and RHA share the responsibility of keeping the park clean, emptying trash, etc.
- e. At least one District staff member will remain on-site for facility access until cleanup has concluded

2. Dog Parade

- a. The RHA agrees to coordinate and implement this Festival activity solely or by a 3rd party.

3. Car Show

- a. The RHA agrees to coordinate and implement this Festival activity

4. Stage Performances/Emcee/Sound Engineer

- a. The RHA agrees to schedule stage performance, Emcee and sound engineer for the duration of the Festival

5. Games/Rides/Bounce Houses

- a. The RHA agrees to coordinate and implement this Festival activity as well as provide staff/volunteers to monitor these activities

6. Vendor Fair

- a. The RHA agrees to coordinate and implement this Festival activity
- b. Vendors must bring their own canopies, tables and chairs, these items will not be provided by the District or setup by District staff
- c. Food, or samples of food or drink shall not be allowed to be distributed as part of the vendor fair.

7. Food

- a. The RHA shall be responsible for choosing food vendors and paying all necessary permitting costs with the Orange County Health Department (OCHD) or pass along costs to the food vendors. RCSD shall not be responsible for payment of food permit through the Health Department.
- b. District agrees to apply for Temporary Food Facility Permit through the OCHD for the sale of any food items operated out of the Rush Park Kitchen.

8. Ongoing Maintenance

- a. The District and RHA shall each be responsible for the ongoing maintenance, cleanliness and upkeep of Rush Park during Festival.

This MOU is entered into by the parties as an expression of agreement reached and by the action of the Rossmoor Board of Directors (Board) at their meeting of _____. The term of this agreement is only subject to termination or modification by a formal action of the RCSD Board of Directors. Each party may request modification by requesting the Board to reopen negotiations stating reasons which are deemed irresolvable by other means. The Board shall act on such requests solely upon their discretion. In all cases, Board policy shall govern the operation of special events and use of District property.

RHA President _____

Date_____

RCSD General Manager_____

Date_____

ROSSMOOR COMMUNITY SERVICES DISTRICT

Policy

No. 6010

REQUESTS FOR USE OF DISTRICT PARKS AND FACILITIES

6010.50 District Indemnification: Application for a User Permit for groups of more than 50 individuals wishing to use a field or facility **must** sign the District's Hold Harmless Agreement. Applications for groups of 150 or more individuals must include a Certificate of Insurance naming the Rossmoor Community Services District as additional insured and sign the District's standard Hold Harmless Agreement. Insurance coverage shall include Personal Injury, Property Damage and Automobile Liability in an amount of not less than one million dollars (\$1,000,000) per occurrence / Insurance coverage shall also include Worker's Compensation and Employer's Liability with limits as required by the Labor Code of the State of California, if applicable.

Groups requesting multiple dates of use and any applicants requesting to serve alcohol at Montecito Center must then provide a Certificate of Insurance naming the District as additional insured regardless of the size of the group. Applications will not be approved without the required Certificate of Insurance and Hold Harmless Agreement first being provided to the District. The term group as used in this policy includes all attendees whether they are participants, fans, observers, guests, or invitees of any nature whatsoever.

**ROSSMOOR COMMUNITY SERVICES DISTRICT
INDEMNIFICATION FOR USE OF FACILITIES & PROPERTY**

I hereby certify that I am authorized to issue contracts on my own behalf or that of the organization listed which I represent. I further certify that I have read the rules, regulations, conditions and terms of the Rossmoor Community Service District's ("District") application for a User Permit. In consideration for my or my organization's use of the facilities and/or property owned or operated by the District as listed, I hereby agree on behalf of myself and my organization, if any, as follows:

1. That I and my organization will abide by all rules and regulations of the District and all other directives of the District.
2. That I and my organization will indemnify and hold harmless the District, its officers, agents, representatives and/or liability, including legal costs and attorneys' fees, that may result from any death or injury to persons or damage to property that may result from my or my organization's use of the facilities and/or property, whether such death or injury or damage to property is caused by the passive or active negligent act or omission of the District except that this indemnification shall not apply to any loss rising solely from the intentional or willful misconduct of the District.
3. That neither myself nor any one of my organization shall make any claim against the District, its officers, agents, representatives and/or employees for any injury or liability which I have indemnified the District.
4. That I personally and on behalf of my organization will conduct a reasonable safety inspection of the District facilities and/or property and all grounds, structures or buildings used by me and/or my organization immediately prior to use of the facilities and/or property, and will bring any conditions creating any hazard to the attention of appropriate District representatives.

User Permit# _____

Signature

Date

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: CONTRACT SERVICES AGREEMENT—R.F.DICKSON CO. RE: STREET SWEEPING

RECOMMENDATION:

Authorize General Manager to execute a Contract Services Agreement with R. F. Dickson Co. for street sweeping services in Rossmoor.

BACKGROUND:

The Board approved an Amended and Restated Agreement with R. F. Dickson Co. (Dickson) on June 14, 2011 with a three-year Term and two additional one-year Extended Terms with no increase in compensation. On May 16, 2012 Dickson requested a 2.5% increase based on not having received an increase during the past four years. The Board at its July 10, 2012 Board meeting approved a 2.5% increase for the 2012-2013 and the 2013-2014 fiscal years and directed General Counsel to draft a Restated and Amended Agreement and authorized the General Manager to enter into an Amended Agreement with Dickson. The Board requested guidance on whether or not CPI increases for ensuing years should be made automatically on top of the base rate.

Previous General Counsel prepared Amendment No. 1 to the Amended and Restated Agreement which provided for an automatic CPI increase for the entire Additional Term. Therefore a CPI adjustment was made on July of 2013 and 2014 as called for in Exhibit B of the Amended Agreement.

Since the previous agreement has now expired, a new Agreement has been drafted that clarifies any ambiguities in the Term of the Agreement by tying the Term to the fiscal year and revising the Compensation language. Under the new Agreement, a CPI adjustment will be made on July of 2015 and 2016 as set forth in Exhibit B of the Agreement. However, while the new Agreement may be extended for up to two years (to FY 2017-18 and 2018-19), there will be no automatic CPI adjustments for these extensions. CPI or other compensation adjustments would have to be approved by the Board. Attached is a new Contract Services Agreement which clarifies those ambiguities and also maintains all other provisions of past Agreements.

ATTACHMENTS:

1. Amendment No. 1 to the July June 14, 2012 Contract Services Agreement—R.F. Dickson Co. re Street Sweeping Services for Rossmoor.
2. Proposed 2014-2017 Contract Services Agreement—R.F. Dickson Co. re: Street Sweeping Services Agreement.

**AMENDMENT NO. 1 TO AMENDED AND RESTATED CONTRACT SERVICES
AGREEMENT FOR STREET SWEEPING BETWEEN ROSSMOOR COMMUNITY
SERVICES DISTRICT AND R.F. DICKSON COMPANY**

This Amendment No. 1 (“Amendment”) to the Amended and Restated Contract Services Agreement for Street Sweeping is made and entered into this 10th day of July, 2012 by and between the Rossmoor Community Services District (“District”) and R.F. Dickson Company (“Contractor”).

RECITALS

WHEREAS, on June 14, 2011, District and Contractor entered into an Amended and Restated Contract Services Agreement for Street Sweeping (the “Agreement”);

WHEREAS, District and Contractor desire to amend the Agreement to provide for a one-time, 2.5% increase in the rate of compensation due Contractor under the Agreement;

WHEREAS, at the July 10, 2012 regular meeting of the District’s Board of Directors, the Board voted to authorize the General Manager to execute an amendment providing for a one-time, 2.5% increase in the rate of compensation due Contractor under the Agreement;

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein and in the Agreement amended hereby, the parties agree as follows:

1. “Exhibit B (Schedule of Compensation)” to the Agreement is hereby amended to read as follows:

“Contractor shall be compensated at the rate of \$32.86 per curb mile per sweep. Effective August 1, 2012, Contractor shall be compensated at the rate of \$33.68 per curb mile per sweep.

The following rate shall apply during the entire Additional Term of this Agreement: Contractor shall be compensated at the rate of \$33.68 plus an additional rate as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep.

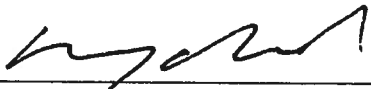
The following rate shall apply during the entire Second Additional Term of this Agreement: Contractor shall be compensated at the rate of Additional Term, above, plus an additional rate as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep.”

2. All terms and conditions of the June 14, 2011 Agreement that have not been amended by this Amendment shall remain in full force and effect.

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

**ROSSMOOR COMMUNITY
SERVICES DISTRICT**

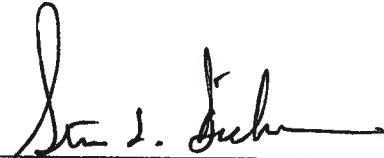
By:



Henry Taboada
General Manager

R.F. DICKSON COMPANY

By:



Steven L. Dickson
President

ROSSMOOR COMMUNITY SERVICES DISTRICT 2014-2017
CONTRACT SERVICES AGREEMENT FOR
STREET SWEEPING

1. PARTIES AND DATE.

This 2014-2017 CONTRACT SERVICES AGREEMENT FOR STREET SWEEPING (“Agreement”) is made and entered into this 9th day of December, 2014, by and between the Rossmoor Community Services District, a public agency (“District”) and R.F. Dickson Company (“Contractor”). District and Contractor are sometimes individually referred to as “Party” and collectively as “Parties.”

2. RECITALS.

2.1 Previous Agreements and Amendments.

On or about January 1, 2002, the Parties entered into that certain Contract Services Agreement For Street Sweeping (“2002 Agreement”) for the provision of contract services in connection with street sweeping. The Parties then entered into that certain First Amendment in order to amend certain provisions of the 2002 Agreement in order to permit the 2002 Agreement to remain in effect. The Parties then entered into Second, Third and Fourth Amendments in order to amend certain provisions of the 2002 Agreement and First Amendment in order to permit the 2002 Agreement and the First Amendment to remain in effect for additional terms. On or about June 14, 2011, the Parties then entered into an Amended and Restated Contract for Services Agreement (“2011 Agreement”) in order to make certain revisions to the amount of compensation, provide for an additional term, and to set forth in one document the understanding of the Parties in regard to the provision of contract services for street sweeping. The Parties then entered into a First Amendment on July 10, 2012 in order to amend certain provisions of the 2011 Agreement. Now, therefore, the Parties desire to enter into this new Agreement as set forth herein.

2.2 Contract.

Contractor desires to perform and assume responsibility for the provision of contract services in connection with street sweeping on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing such services, and is familiar with policies and requirements of the District.

2.3 Project.

District desires to engage Contractor to provide contract services in connection with street sweeping (“Project”) on the terms and conditions set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 Scope of Services. Contractor promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work

necessary to fully and adequately supply the contract services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from the date of this Agreement as set forth above until June 30, 2017 ("Initial Term"), unless earlier terminated as provided herein. District may elect, in its sole and absolute discretion, to extend the Initial Term of this Agreement for two (2) one (1) year extended terms ("Extended Terms"), provided District gives Contractor written notice of such election prior to the expiration of the Initial or Extended Term, as applicable. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Contractor.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of District and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports, and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance. Contractor shall not contract with any entity to perform in whole or in part the Services without the express written approval of the District, as determined in the District's sole discretion.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the schedule of services as set forth in Exhibit "A." Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions.

3.2.3 Standard of Care; Performance of Contractor. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Contractor's performance of Services. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations.

3.2.4 Representatives of District and Contractor. Steven Dickson is hereby designated as being the principal and representative of Contractor authorized to act in its behalf with respect to the Services and to make all decisions in connection therewith. The District's General Manager, or his/her designee, is hereby designated as being the representative of the District authorized to act in its behalf with respect to the Services and to make all decisions in connection therewith.

3.2.5 Insurance.

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

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

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability:* A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either (i) a combined single limit of \$1,000,000.00 or (ii) bodily injury limits of \$500,000.00 per person, \$1,000,000.00 per occurrence and \$1,000,000.00 products and completed operations and property damage limits of \$500,000.00 per occurrence and \$500,000.00 in the aggregate; (2) *Workers Compensation Insurance:* A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Contractor and the District against any loss, claim, or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or service contemplated in this Agreement; and (3) *Automobile Liability:* a policy of comprehensive vehicle liability insurance written on a per occurrence basis in an amount not less than either (i) bodily injury liability limits of \$1,000,000.00 per person and \$2,000,000.00 per occurrence and property damage liability limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate to cover the operation of all automobiles, trucks, street sweeping vehicles or other motorized vehicles utilized by Contractor. Said policy shall include coverage for owned, non-owned, leased and hired vehicles.

3.2.5.2 Insurance Provisions. All of the above policies of insurance shall be primary insurance and shall name the District, its officers, employees and agents as additional insureds. The insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, employees and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended or canceled without providing thirty (30) days prior written notice by registered mail to the District. In the event any said policies or insurance are canceled, the Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the General Manager. No work or Services under this Agreement shall commence until the Contractor has provided the District with Certificates of Insurance or appropriate insurance binders evidencing

the above insurance coverages and said Certificates of Insurance or binders are approved by the District. The Contractor agrees that the provisions of this Section shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible. The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the General Risk Manager of the District due to unique circumstances.

3.3 Fees and Payments.

3.3.1 Compensation. Contractor shall receive compensation for all Services rendered under this Agreement at the rates set forth in Exhibit "B" attached hereto and incorporated herein by reference.

3.3.2 Payment of Compensation. Contractor shall submit to District in the form approved by District, a monthly statement for Services rendered prior to the date of the statement. District shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon. The statement shall include the dates of sweeping, the curb miles swept, and the fee for such services.

3.3.3 Prevailing Wages Contractor is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations Title 8, Section 16000 et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. To the extent permitted by law, Contractor shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.4 General Provisions.

3.4.1 Termination of Agreement.

3.4.1.1 Grounds for Termination. District may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to District, and Contractor shall be entitled to no further compensation.

3.4.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Contractor: R.F. Dickson Company
12524 Columbia Way
Downey, CA 90242
Attn: Steven Dickson, President

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

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

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

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

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

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

3.4.7 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

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

3.4.9 Successors and Assigns. The terms and conditions of this Agreement shall be binding upon, and inure to the benefit of, the successors and assigns of the District. This Agreement may not be assigned by Contractor without the prior written consent of the District.

3.4.10 Incorporation of Recitals. The Recitals set forth above are incorporated herein and made an operative part of this Agreement.

3.4.11 Agreement to be Controlling. As of the date of this Agreement as set forth above, this Agreement shall supersede and otherwise be controlling over any and all previous Agreements. The parties agree to be bound by the terms of the 2011 Agreement up until the date of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Amended and Restated Contract Services Agreement For Street Sweeping as of the date first written above.

**ROSSMOOR COMMUNITY
SERVICES DISTRICT**

R.F. DICKSON COMPANY

By: _____
James D. Ruth
General Manager

By: _____
Steven L. Dickson
President

APPROVED AS TO FORM FOR DISTRICT

By: _____
Tarquin Preziosi
General Counsel

EXHIBIT "A"

Scope of Services

Contractor shall sweep the gutter, and curb areas in proximity to the gutter, in the public right-of-way of all streets within the geographic boundaries of District, consisting of approximately sixty-three (63) curb miles as generally set forth in the District map attached hereto and/or provided by the District from time to time, so as to be free of all debris, leaves, soil, litter, and other materials. Contractor shall perform such sweeping services twice a month. Sweeping shall be done on the first (1st) and third (3rd) Mondays, between the hours of 8:00a.m. and 4:00p.m., Pacific time (the "regular sweeping"), or on such additional date(s) as the District may, from time to time, request in writing. In the event that Contractor is unable to perform the regular sweeping services on the days prescribed herein, due to either a legal holiday observed by Contractor or due to inclement weather, then Contractor shall perform such regular sweeping on the Monday immediately following the regularly scheduled Monday for which sweeping would have normally been performed.

EXHIBIT "B"

Schedule of Compensation

Contractor shall be compensated at the base rate of \$34.25 ("Base Rate") per curb mile per sweep. The Base Rate shall apply until the end of the fiscal year on June 30, 2015. On July 1, 2015, Contractor shall be compensated at the Base Rate plus an additional rate as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep ("Additional Rate") for the 2015-16 fiscal year. The Additional Rate will be adjusted on July 1st of each successive fiscal year during the Initial Term as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: REVIEW OF DISTRICT MISSION STATEMENT, GOALS AND OBJECTIVES

RECOMMENDATION:

Discussion and possible action resulting from a review of the District's Policy No. 1015 Mission and Jurisdiction and current goals and objectives.

BACKGROUND:

President Maynard has asked that the matter of a review of the District's mission statement, goals and objectives be agendized for review by the Board. President Maynard has also asked staff to suggest revisions to the current Goals and Objectives. These are attached.

Policy No. 1015 was last amended on November 9, 2010 and the current goals and objectives have been in place since June 12, 2007. The goals and objectives format is also used to formulate the General Manager's Quarterly Status Report to the Board. Direction is sought from the Board on possible revision of both of the District's policy and its goals and objectives. It is also recommended that this matter be discussed by a Board committee or at a Special Meeting of the Board in order to provide for a more in-depth discussion.

ATTACHMENTS:

1. Policy No. 1015 Mission and Jurisdiction.
2. Current Goals and Objectives.
3. Proposed Goals and Objectives.
3. FY 2014-2015 First Quarter Status Report.

Rossmoor Community Services District

Policy

No. 1015

MISSION AND JURISDICTION

1015.00 Government Structure: The Rossmoor Community Services District (District) is a limited government authorized by Sections 61000-61140 of the Government Code governing the creation and operation of community services districts. The District is governed by an elected Board of Directors selected by the voters of the unincorporated community of Rossmoor. The Board consists of five members of the Rossmoor community who set policy and oversee the functions of the District. The powers and responsibilities of Community Services Districts are enumerated in Division 3, Community Services Districts, Part 1. General Provisions, Chapters 1-5 of the Government Code, as amended by Senate Bill SB 135.

1015.10 Mission: The current mission of the District is to provide parks and recreation services, manage the parkway tree program and oversee median landscaping, provide for street lighting and street sweeping, manage District assets, 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.

1015.20 History: The District was formed in November 1986 as a result of a general election of Rossmoor voters to replace the Rossmoor County Service Area No. 21 (CSA 21). At that election, a majority of Rossmoor voters approved an order adopted on June 25, 1986 by the Board of Supervisors of Orange County to form the District and concurrently dissolve the Rossmoor CSA 21, to establish that the boundaries of District would be the entire territory of the unincorporated Rossmoor Community CSA 21 and take over the assets and assume all liabilities and obligations of the Rossmoor CSA 21, and to elect a five member Board of Directors for the District.

1015.21 Powers Granted in 1986: The powers granted to the District as a result of the 1986 election were: public recreation facilities and services, street lighting, road rights-of-way services, sewer services and, subject to the consent of the County of Orange, the collection and disposal of garbage or refuse matter. They included the specific services previously provided by Rossmoor CSA 21 which were: local park development and maintenance, road related landscape maintenance, street sweeping and community center/recreation programs. At that time, this included Rossmoor Park, the mini-parks and Montecito Center.

1015.22 Powers Granted in 1988: The Rossmoor voters approved an ordinance which provided for the maintenance of parkway trees including, but not limited to, aesthetic trimming, treatment for diseases and/or insects, and the removal, replacement, or planting of parkway trees or the approval of trimming, treatment, removal, replacement, or planting of parkway trees by any person.

1015.23 Rush Park and Building: In November 1990, the Rossmoor voters approved a ballot measure to acquire Rush School and surrounding grounds and to tax themselves to pay for one or more bonds to acquire the property.

1015.24 Rossmoor Signature Wall: In November of 1996, the Rossmoor voters approved a ballot measure to tear down the Rossmoor Signature Wall on the east border of Rossmoor which was partially collapsed by an earthquake and to rebuild it higher and stronger to withstand future

earthquakes, and to tax themselves to pay for one or more bonds for the destruction and construction work.

1015.30 Current Jurisdiction: The District currently has jurisdiction over the following properties and services within the territorial boundaries of the Rossmoor Community:

- a. Parkway trees – trimming, planting and removal.
- b. Rossmoor Way median trees and plants, and the triangle garden adjacent to Seal Beach Blvd., Rossmoor Wall and the drainage channel at Lampson.
- c. Foster and Kempton Mini-parks.
- d. Rush Park buildings, fields, grounds and parking lot.
- e. Rossmoor Park Community Center, courts, fields and grounds
- f. Montecito Center and parking lot.
- g. Rossmoor Signature Wall.
- h. Street sweeping.
- i. Street lighting.

Adopted: March 14, 2006
Amended: June 12, 2007
Amended: November 9, 2010

CURRENT
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.

PROPOSED

ROSSMOOR COMMUNITY SERVICES DISTRICT MISSION STATEMENT, GOALS AND OBJECTIVES

MISSION STATEMENT: The mission of the Rossmoor Community Services District is to provide superior, cost-effective, services that enhance the quality of life for the residents of Rossmoor.

GOAL I: The District will use all possible means to ensure the safety of the community through effective utilization of its public safety resources.

Objective: In coordination with the Orange County Sheriff, endeavor to provide law enforcement services tailored to the needs of the community

Objective: Maintain effective communication with the Orange County Fire Authority to promote the dissemination of fire safety information and materials as a means of minimizing loss of life and property in the community.

Objective: Oversee the effective provision of street lighting services for the enhancement of public safety in the community.

GOAL II: The District will promote, protect and maintain a healthy urban forest in Rossmoor

Objective: Plant and maintain a diverse population of parkway and park trees by species and age in approximately as many of the 5,500 designated site locations as possible.

Objective: Manage the inventory of parkway trees in Rossmoor to assure that they are properly safety trimmed so as to not pose a hazard to the community.

Objective: Oversee its parks and parkway locations in Rossmoor to assure that all trees are properly watered, trimmed, and maintained in a healthy, safe and aesthetically pleasing condition.

GOAL III: The District will effectively manage street sweeping operations in the community

Objective: Assure that the public right-of-way within Rossmoor is regularly swept free of debris, leaves, soil, litter, and other materials.

Objective: In cooperation with the Orange County Sheriff, monitor the street sweeping enforcement program as a means of ensuring that all streets are swept in accordance with the established schedule and that residents are kept aware of the need to keep streets clear during posted hours.

GOAL IV. The District will endeavor to create a livable community and promote healthy lifestyles aimed at enhancing the quality of life through use of recreational activities.

Revised 12/4/14

- Objective: Provide a variety of recreational, cultural and sports programs and special events such as Movies, Concerts and Shakespeare in the Park and co-sponsor events such as the Community Festival and 4th of July Fireworks Spectacular that appeal to all segments of the community.
- Objective: Monitor recreation and athletic facilities and equipment to ensure they remain safe, clean and in good working order.
- Objective: Ensure that recreation and athletic facilities are accessible to all users.
- Objective: Promote cost-effective use of the District's parks, facilities and programs through the establishment of reasonable user fees and charges while encouraging maximum use by the public.

GOAL V: The District will maximize its available resources in Rossmoor.

- Objective: Utilize available grant funds to greatest extent possible as a means of preserving or enhancing its resources for other needed priorities.
- Objective: Invest reserve funds in accordance with the District's Investment Policy in order to maximize a safe return on investment.
- Objective: Effectively use community volunteers whenever possible in order to enhance the District's service levels and infrastructure.

GOAL VI: The District will expand upon the availability of information to Rossmoor residents by communicating important and timely information.

- Objective: Utilize to the maximum extent possible, the use of the District's website and media to inform the public about current information concerning the business and services of the district.
- Objective: Publish and distribute a quarterly newsletter for each household in the community to disseminate information about district business, programs, current events and items of interest to the community.

GOAL VII: The District will endeavor to ensure that all of its facilities are maintained in a safe and proper working order.

- Objective: Inspect all District facilities on a regular basis to determine that they are being properly maintained in accordance with industry standards and and safety regulations.
- Objective: Implement maintenance schedules for each of the District's facilities. In order to ensure their maximum service life.

Objective: Monitor and maintain records of the performance of maintenance and capital project contractors.

Objective: Take all necessary measures to conserve water and to reduce the use of water for irrigation of the District's green space.

GOAL VIII The District will endeavor to work closely with other local agencies.

Objective: Develop a cooperative Agreement with the Los Alamitos Unified School District for the joint use of facilities.

Objective: Meet regularly with neighboring jurisdictions to discuss and resolve common issues.

Objective: Maintain a positive working relationship with officials and agencies of the County of Orange in order to provide the highest possible levels of services to the community.

GOAL IX The District will evaluate new initiatives as they come to the attention of the Board.

Objective: React proactively to new concerns expressed by the community in order to determine what, if any, options are available to address those concerns.

Objective: Report to community on any actions taken by the Board regarding new Initiatives whether independently undertaken by the Board or proposed by the community.

FIRST QUARTER FY 2014-2015 STATUS REPORT

1. RECREATION/FACILITIES REPORT

a. Montecito Center—this facility is fully operational with no significant issues. A facility upgrade was completed during the quarter

b. Rush Park—the Rush Park upgrade of the playground is being heavily used by the public.

c. Movies/Concerts in the Park—Recreation staff is once again planning a summer schedule of three movies, two concerts and a Shakespeare play for the coming year.

d. Rossmoor Park—there are no current issues.

e. LAGSL—the Fall Ball season is underway with no issues. MOU matters will now fall under the jurisdiction of the Parks and Facilities Committee of the Board.

f. Tennis Courts—there are no major issues to report.

g. Grounds Maintenance—there are no significant issues. The renewal of the landscaping agreement is a part of your Agenda.

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—no issues reported

2. **TREE PROGRAM**—the Tree/Parkway Committee has met and discussed tree issues. The Committee is now discussing the District's policies and procedures as a prelude to making new policy recommendations to the Board

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. 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 response.

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 closed the year with a balance of over one million dollars in cash and investments. Cash flow is still being 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 2014-2015 Final Budget —the Final Budget Booklet will be presented to the Board at your December meeting.

e. Annual Audit—the District's annual audit was concluded with the highest rating possible. The Board approved the transfer of \$100K in reserves to Fund 10, an amount which will be reflected in next year's audit.

7. COMMUNICATION WITH THE PUBLIC

a. Quarterly Newsletter—the Quarterly Newsletter was distributed in October. 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 upgraded web site is increasingly being used to notify residents of developing issues.

c. Community Email Data Base -is growing steadily. The email database from the RHA when combined with ours greatly increases our list of email recipients. As we obtain new email addresses, they are being added to the current list. New subscribers regularly volunteer to sign up for our newsletter. The District website and social media presence has grown significantly in the past few years. Social media has proven to be a powerful branding tool and cost effective communication tool for the District. It has not only broadened our media and public outreach, but has also played a major role in increasing attendance at District events.

8. REFUSE COLLECTION

a. There are no reportable issues

9. CURRENT ISSUES

a. Coyotes—are still present in the community although somewhat stable in nature. It is, however, a growing problem in the region. The monthly Coyote activity report is a part of your Agenda

b. Water Conservation—is critical issue for the State and our community. Restrictions on watering of the District's parks are now a more serious matter. Current watering is being evaluated by staff while awaiting further restrictions to water agencies by the State. Current water usage by the District has been reduced by 20%.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-4

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: CALIFORNIA STATE UNIVERSITY LONG BEACH BASKETBALL
COMMUNITY EVENT

RECOMMENDATION:

Discussion and possible action regarding the District's participation in a CSULB Basketball Community Event.

BACKGROUND:

President Maynard has asked that the matter of a CSULB Basketball Community Event be agendized for review by the Board. President Maynard is suggesting that the District consider obtaining 50 admission tickets to a CSULB basketball game for a Rossmoor Night event. The District would receive the tickets for \$5.00 each and resell them at a higher price. After expenses, additional funds for the District's recreation program might be realized.

The event would be promoted by the District with potential publicity from the RHA. For the price of the ticket, participants could possibly be provided bus transportation to the game with a tailgating activity in a room at the Pyramid prior to the game.

Attached is information regarding aspects of the event and costs which are currently known. Possible dates in late January and February are being explored, but not yet settled. Board direction whether to move ahead with this proposal is requested.

ATTACHMENTS:

1. Long Beach State Men's Basketball 'Rossmoor Night'.
2. Single Game Ticket Prices.

ROSSMOOR COMMUNITY SERVICES DISTRICT

Long Beach State Men's Basketball

'Rossmoor Night'

1. Choose A Game

- a. Game Days/Times
 - Saturday, January 31 VS HAWAII @ TBD
 - Saturday, February 28 VS FULLERTON @ 4:00PM

2. Tickets

- a. Ticket Price Options
 - A minimum of 50 tickets pre-purchased at \$3 or \$5 ea and sold in the Rush Park offices for an increased amount of our choice to cover costs
 - \$5 each purchased directly through CSULB website

3. Choose Transportation

- a. Bus Options
 - Charter Bus--\$550 for 56 passengers
 - School Bus--\$350 for 60 passengers
 - Attendees provide their own transportation. Metered parking available or \$5 day pass

4. Pre-Game Activity

- a. Meeting room (if available) for pre-game concessions catered by Legend's Bar & Grill of Long Beach (awaiting pricing info). Potentially bundle this in the price of the ticket.

5. Media/Publicity

- a. CSULB would provide a flyer and advertise on their end
- b. RCSD Newsletter
- c. RHA Newsletter?



TICKETS



SINGLE GAME TICKET PRICES

FOUR WAYS TO PURCHASE:

1. [BUY ONLINE CLICK HERE](#)
2. Walter Pyramid Ticket Office Windows
3. By Phone at 562-985-4949
4. At the event (beginning one hour prior to the start)

FALL 2014

[BUY ONLINE HERE!](#)

		Adult	Youth/Senior/Staff/Alumni*
Women's Volleyball	Reserved Seating		
	• Chairback/Section 111	\$13	\$13
	General Admission		
	• Bench	\$11	\$9
	Premium Matches		
	Reserved Seating		
Women's Soccer	• Chairback/Section 111	\$15	\$15
	General Admission		
	• Bench	\$13	\$11
	General Admission		
	• All Seats	\$9	\$6
	Men's Water Polo	General Admission	
• All Seats	\$7	\$5	

WINTER 2014-15

[BUY ONLINE HERE!](#)

		Adult	Youth/Senior/Staff/Alumni*
Men's Basketball	Reserved Seating		
	• Chairback/Section 111	\$25	\$25
	• Bench	\$15	\$12
	Premium Games		
	Reserved Seating		
	• Chairback/Section 111	\$28	\$28
Women's Basketball	• Bench	\$18	\$15
	Reserved Seating		
	• Chairback	\$11	\$9
	General Admission		
	• Bench	\$11	\$9

SPRING 2014

[BUY ONLINE HERE!](#)

		Adult	Youth/Faculty/Staff/Alumni*
Men's Volleyball	Reserved Seating		
	• Chairback	\$9	\$7
	General Admission		
	• Bench	\$9	\$7
	Premium Matches		
	Reserved Seating		
Baseball	• Chairback	\$11	\$8
	General Admission		
	• Bench	\$11	\$8
	Reserved Seating		
	• Box	\$11	\$11
	General Admission		
• Grandstand	\$8	\$6	
Premium Games			
Reserved Seating			

Shop for 49ers Gear
at the Long Beach
State Online Store

Dirbags LB Hat, Black - The Game



\$24.95

Oriental Trading Company

Official Site: OrientalTrading.com
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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-5

Date: December 9, 2014
To: Honorable Board of Directors
From: General Manager
Subject: REJECTION OF ALL BIDS RE: ROSSMOOR SIGNATURE WALL REPAIR PROJECT

RECOMMENDATION:

Reject all bids and refer the Rossmoor Signature Wall Repair Project (Project) back to the Public Works/CIP Committee for further review.

BACKGROUND:

As previously approved by the Board, the Project was put out to bid as required by Board policy. Prior to bidding on the Project, the District obtained the services of Simplus Management Corp. to prepare specifications and contract documents. Simplus also prepared a Notice Inviting Sealed Bids for the Project. The Notice was published in the News Enterprise and sent by mail on November 3, 2014 to 17 potential bidders.

A mandatory Pre-Bid Conference was conducted at the job site on November 18, 2014. Only one contractor was present at that Conference. Simplus explained the scope of the Project and answered questions posed by the contractor.

On November 25, 2014 a bid opening meeting was held and one bid was received. The bid amount of \$25,675 was more than twice the amount estimated by Simplus for the Project. The contractor explained his rationale for his cost estimate as primarily been influenced by the requirements of an Encroachment Permit from the City of Los Alamitos which called for daily setup and removal of all equipment and materials. The bid was also based on using new brick without the characteristics of used brick. The contractor did no research on this issue and bid the Project on the basis of new plane brick which would make the panel in question appear incompatible with the rest of the wall.

Therefore, it is recommended that the Board reject the bid and to refer the Project back to the Public Works/CIP Committee for further review and recommendations.

ATTACHMENTS:

1. Notice Inviting Sealed Bids.
2. Contractor List for Masonry Work.
3. Bid Submitted by Deutschmann Masonry Concrete.

ROSSMOOR COMMUNITY SERVICES DISTRICT**NOTICE INVITING SEALED BIDS
FOR
THE ROSSMOOR SIGNATURE WALL REPAIR
BLOCK 1, PANEL(S) 1, PILASTER(S) 0**

NOTICE IS HEREBY GIVEN that sealed bids will be received by the **Rossmoor Community Service District**, as DISTRICT, for furnishing all materials, equipment, tools, labor, and incidentals as required for the above stated project in strict accordance with the specifications and drawings on file at the office of the General Manager of the **Rossmoor Community Services District**.

Bids will be received at the office of the General Manager, **Rossmoor Community Services District**, until 2:00 P.M. on **the 25th of November**, at which time and place the bids will be publicly opened and read aloud. Bids shall be submitted in sealed envelopes marked on the outside, "SEALED BID FOR THE ROSSMOOR SIGNATURE WALL REPAIR PROJECT. DO NOT OPEN WITH REGULAR MAIL."

A mandatory Pre-Bid Conference will be held at the Rossmoor Signature Wall located at the corner of Hedwig Rd. and Los Alamitos Blvd. on **18th of November at 10:00 A.M.** Attendance at the Pre-Bid Conference is highly recommended. Bids **WILL Not** be accepted from any bidder who does not attend the Pre-Bid Conference.

The work to be constructed hereunder is located in Rossmoor. The work generally consists of removing and salvaging the existing brick material in "good" condition, reconstructing masonry brick veneer(s) using new and salvaged bricks and acid washing of efflorescence material.

The DISTRICT reserves the right, after opening bids, to reject any or all bids, or to make award to the lowest responsible bidder and reject all other bids; to waive any informality in the bidding; and to accept any bid or portion thereof; and to take all bids under advisement for a period of forty-five (45) days. Bids will be compared on the basis of the Engineer's estimate of the quantities of the several items of work as shown on the Bid Sheets. Only such plans, specifications, and items of work as are appropriate shall apply to the work as bid.

At the time of contract award, the contractor shall possess a Class A Contractor's License or a combination of Class C Specialty Contractor's License(s) adequate to perform the work herein described.

The DISTRICT reserves the right to reject any bond if, in the opinion of the DISTRICT Attorney, the Surety's acknowledgment is not in the form included in the contract documents or in another form substantially as prescribed by law.

In accordance with provisions of Section 1773.2 (amended 1977) of the California Labor Code copies of the prevailing rate of per diem wages as determined by the State Director of Industrial Relations are on file in the office of the General Manager of the **Rossmoor Community Services District**. It shall be mandatory upon the Contractor to

whom the contract is awarded and upon any subcontractor under him to pay not less than the state prevailing wage rates to all workers employed by them in the execution of the contract.

The Rossmoor Community Services District hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, Disadvantaged Business and Women's Business Enterprises will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, creed, color, or national origin in consideration for an award.

A full set of drawings and specifications is available for inspection without charge at the public counter at the office of the General Manager of the **Rossmoor Community Services District**.

Complete sets of said contract documents may be obtained at no cost from the **Rossmoor Community Services District**, 3001 Blume Drive, Rossmoor, California 90720. Plans and specifications can be mailed for \$10.00 (ten dollars) per set or call for express delivery rates.

Dated this 29th day of October, 2014.

ROSSMOOR COMMUNITY
SERVICES DISTRICT
CALIFORNIA

BY _____
James D. Ruth
General Manager
3001 Blume Drive
Rossmoor, CA 90720

Published in News Enterprise on October 29, 2014

Rossmoor Wall - Contractor List for Masonry Work

Company	Phone	Address
Coastline Masonry	(562) 425-6958	2005 Palo Verde Ave Long Beach, CA 90815
Deutschmann Masonry & Concrete Construction	(562) 425-6456	5532 St. Ann Ave. Cypress, CA 90630
Fischer Building Construction Inc.	(951) 736-7855	P.O. Box 7336 Norco, CA 92860
Jeff McGowan Concrete & Masonry	(442) 300-2867	78905 Morning Star Way La Quinta, CA 92253
Ken Vos Masonry	(562) 866-6787	6019 Charlwood St Lakewood, CA 90713
Kevin Kincade Masonry	(714) 892-5988	5071 Harvard Ave Westminster, CA 92683
Master Masonry Concrete Construction	(310) 281-8366	1223 Wilshire Blvd., #144 Santa Monica, CA 90403
Mendoza Tractor & Construction, Inc.	(951) 789-6478	19510 Van Buren Blvd. Suite #122 Riverside, CA 92508
Pro Concrete and Builders	(949) 310-3325	7041 Maple St. Westminster, CA 92683
R H Masonry, Inc.	(724) 279-8061	675 S. Pathfinder Trail Anaheim, CA. 92807
Ramirez Masonry Inc.	(909) 594-5600	3214 Producer Way, Unit B Pomona, CA. 91768
Steve French Masonry, Inc.	(951) 698-6704	23876 Constantine Dr. Murrieta, CA 92562
Steve Lynch Masonry, Inc	(562) 697-7300	551 S Harbor Blvd La Habra, CA 90631
Superior Masonry	(909) 370-1800	300 W. Olive St., Suite A Colton, CA. 92324
Tolbert Construction Corp.	(323) 353-1506	7826 Brighton Ave. Los Angeles, CA 90047
Tom Hohman Masonry	(714) 785-5711	3067 N Butterfield Rd Orange, CA 92865
Zarate Construction Inc.	(714) 557-8238	2024 S. Garnsey St. Santa Ana, CA 92707

BID FORM

NAME OF BIDDER: DEUTSCHMANN MASONRY - CONCRETE

The undersigned, hereby declare that we have carefully examined the location of the proposed Work, and have read and examined the Contract Documents, including all plans, specifications, and all addenda, if any, for the following Project:

**ROSSMOOR SIGNATURE WALL REPAIR PROJECT
BLOCK 1, PANEL(S) 1, PILASTER(S) 0**

We hereby propose to furnish all labor, materials, equipment, tools, transportation, and services, and to discharge all duties and obligations necessary and required to perform and complete the Project for the following TOTAL BID PRICE:

BID SCHEDULE

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	EST. QTY.	UNIT PRICE	ITEM COST
1.	Remove Existing Brick Veneer Panel	LS	1	\$6,100.00	\$6,100.00
2.	Salvage "Good" Bricks	EA	50	\$250.00	250.00
3.	New Bricks (Materials)	EA	600	\$1,500.00	1,500.00
4.	Re-Construct Brick Veneer Panel	LS	1	\$11,000.00	11,000.00
5.	Removal of Efflorescence	LS	1	\$1,000.00	\$1,000.00
6.	Remove and Reinstall Rossmoor Wall Signage	LS	1	\$750.00	\$750.00

In case of discrepancy between the unit price and the item cost set forth for a unit basis item, the unit price shall prevail and, shall be utilized as the basis for determining the lowest responsive, responsible bidder. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Item Cost" column, then the amount set forth in the "Item Cost" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price. Final payment shall be determined by the Engineer from measured quantities of work performed based upon the unit price.

TOTAL BID PRICE (BASED ON BID SCHEDULE TOTAL OF UNIT PRICES):

BID SCHEDULE

- 10 -

\$ 25,675⁰⁰
Total Bid Price in Numbers

Twenty five thousand SIX HUNDRED SEVENTY FIVE Dollars
Total Bid Price in Written Form

In case of discrepancy between the written price and the numerical price, the written price shall prevail.

The undersigned agrees that this Bid Form constitutes a firm offer to the District which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the bid opening, or until a Contract for the Work is fully executed by the District and a third party, whichever is earlier.

The Contract duration shall commence on the date stated in the District's Notice to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents. In no case shall the Contractor commence construction prior to the date stated in the District's Notice to Proceed.

Bidder certifies that it is licensed in accordance with the law providing for the registration of Contractors, License No. 935431, Expiration Date 4-30-16, class of license C-29. If the C-8 bidder is a joint venture, each member of the joint venture must include the above information.

The undersigned acknowledges receipt, understanding and full consideration of the following addenda to the Contract Documents.

Addenda No. _____

Addenda No. _____

Addenda No. _____

Attached is the completed Contractor's Certificate Regarding Workers' Compensation form.

I hereby certify under penalty of perjury under the laws of the State of California, that all of the information submitted in connection with this Bid and all of the representations made herein are true and correct.

Name of Bidder PAUL DEUTSCHMANN

Signature Paul Deutschmann

Name and Title OWNER

Dated 11-24-14

BID SCHEDULE

- 11 -