

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

January 10, 2012

PUBLIC COPY

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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

**Tuesday, January 10, 2012
7:00 p.m.**

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, Kahlert, Maynard, Rips,
President Coletta
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS
 - a. OCTA I-405 Project Update-Niall Barrette, Project Manager.
 - b. President Alfred Coletta (2011) State of the District Address.
5. ELECTION OF OFFICERS

B. ADDITIONS TO AGENDA - None

In accordance with Section 54954 of the Government Code (Brown Act), action may be taken on items not on the agenda, which was distributed, if:

A majority of the Board determines by formal vote that an emergency exists per Section 54956.5 (for example, work stoppage or crippling disaster which severely impairs public health and/or safety); or

Two-thirds (2/3) of the Board formally votes or, if less than 2/3 of members are present, all of the Board members present vote, that there is a need to take immediate action, which arose after the agenda was posted.

C. PUBLIC FORUM

Any person may address the Board of Directors at this time upon any subject within the jurisdiction of the Rossmoor Community Services District; however, any matter that requires action may be referred to Staff at the discretion of the Board for a report and action at a subsequent Board meeting.

D. REPORTS TO THE BOARD

1. REPORT ON GOVERNANCE.

E. CONSENT CALENDAR

1. MINUTES:

a. Regular Meeting of December 13, 2011.

2. NOVEMBER REVENUE AND EXPENDITURE REPORT.

Consent items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time. If any Board member requests that an item be removed from the Consent Calendar, it shall be removed by the President so that it may be acted upon separately.

F. PUBLIC HEARING-None

G. RESOLUTIONS

1. RESOLUTION NO. 12-01-10-01 LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.

2. RESOLUTION NO. 12-01-10-02 REJECTION OF GOVERNMENT CLAIM-TURNER.

H. REGULAR CALENDAR

1. SECOND READING TO RESTRUCTURING OF POLICIES RE: FISCAL/BUDGETARY CONTROLS.

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 Board members to discuss issues that are not on the Agenda, and/or to request that specific items be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

K. CLOSED SESSION-None

L. ADJOURNMENT

It is the intention of the Rossmoor Community Services District to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the District Office at (562) 430-3707 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.


Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors.

Any such writing will be available for public inspection at the District offices located at [3001 Blume Drive, Rossmoor, CA 90720](#). In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the January 10, 2012, 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:



HENRY TABOADA
Consulting General Manager

Date 1-6-12

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: PRESENTATIONS FOR MEETING OF JANUARY 10, 2012

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. OCTA-1-405 Project Update, Project Manager Niall Barrette.
- b. Board President Alfred Coletta re: 2011 State of the District Address.

ATTACHMENTS:

1. OCTA Power Point Presentation.

San Diego Freeway (Interstate 405) Improvement Project

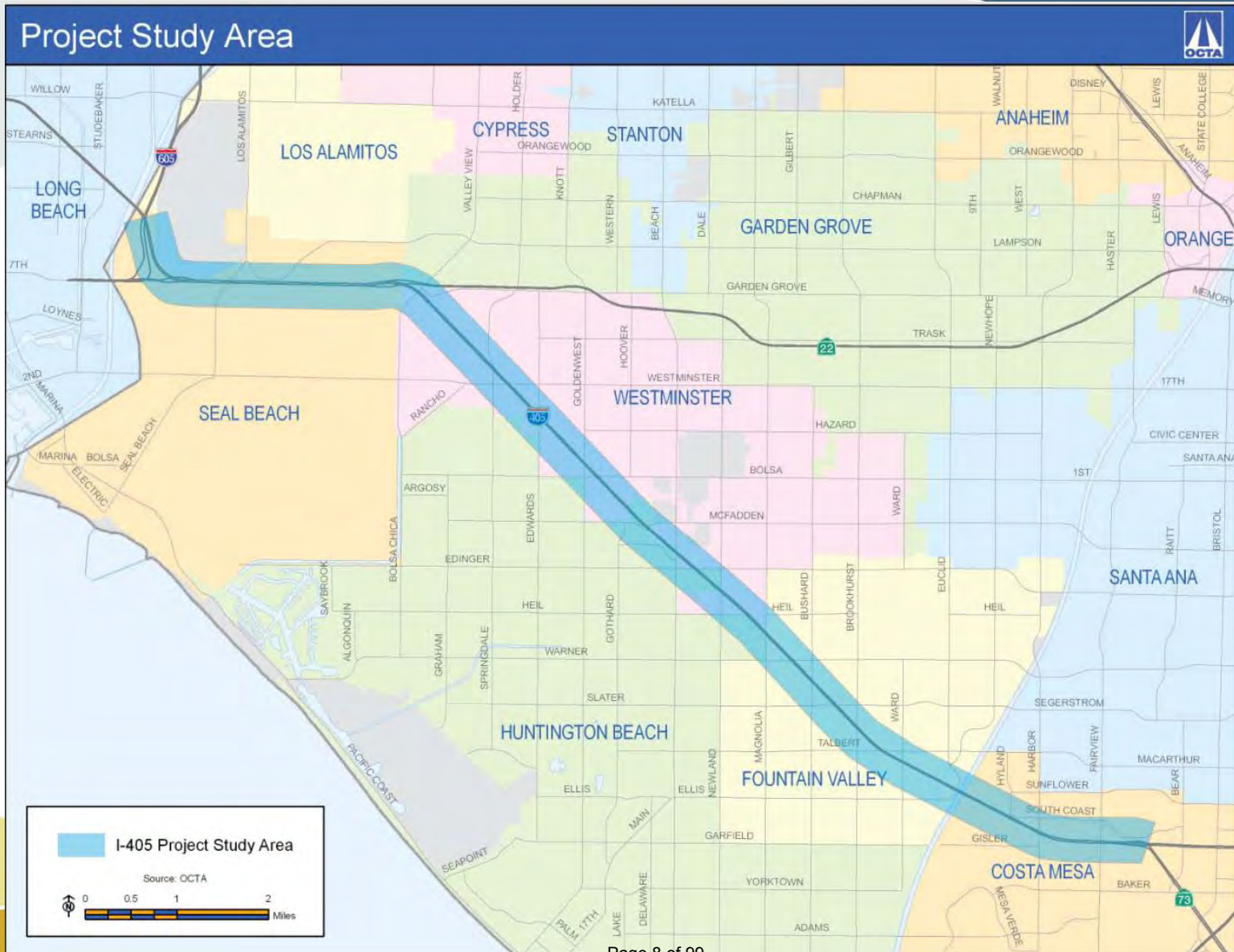


**Rossmoor Community Services District
January 10, 2012**

Introduction

- Project Overview
- Current Status
- Draft EIR/EIS: Public Review Period
- Draft EIR/EIS: Public Hearings
- After Public Review and Hearings

Interstate 405 Project Location



I-405 Project Need

- Freeway was built in 1960s
- Freeway lanes are congested: general purpose and carpool
- Interchanges, including their arterials, are also congested
- Traffic is expected to increase 35-40% by year 2040
- Freeway congestion is expected to get worse



I-405 Project Objectives

- Increase freeway capacity to better meet existing and future demand;
- Improve traffic and interchange operations;
- Enhance safety;
- Minimize the amount of right of way acquisition needed for the project.
- Implement strategies that ensure earliest project delivery
- Meet the commitment of Renewed Measure M for I-405

Existing Conditions



Rendering of I-405 looking northwest at Springdale St. overcrossing

Alternative 1 – Adds one GP lane in each direction



Alternative 2 – Adds two GP lanes in each direction



Alternative 3 – Adds one GP and one Express Lane



Existing carpool lane to be combined with the Express Lane providing a dual lane Express Facility, like SR-91

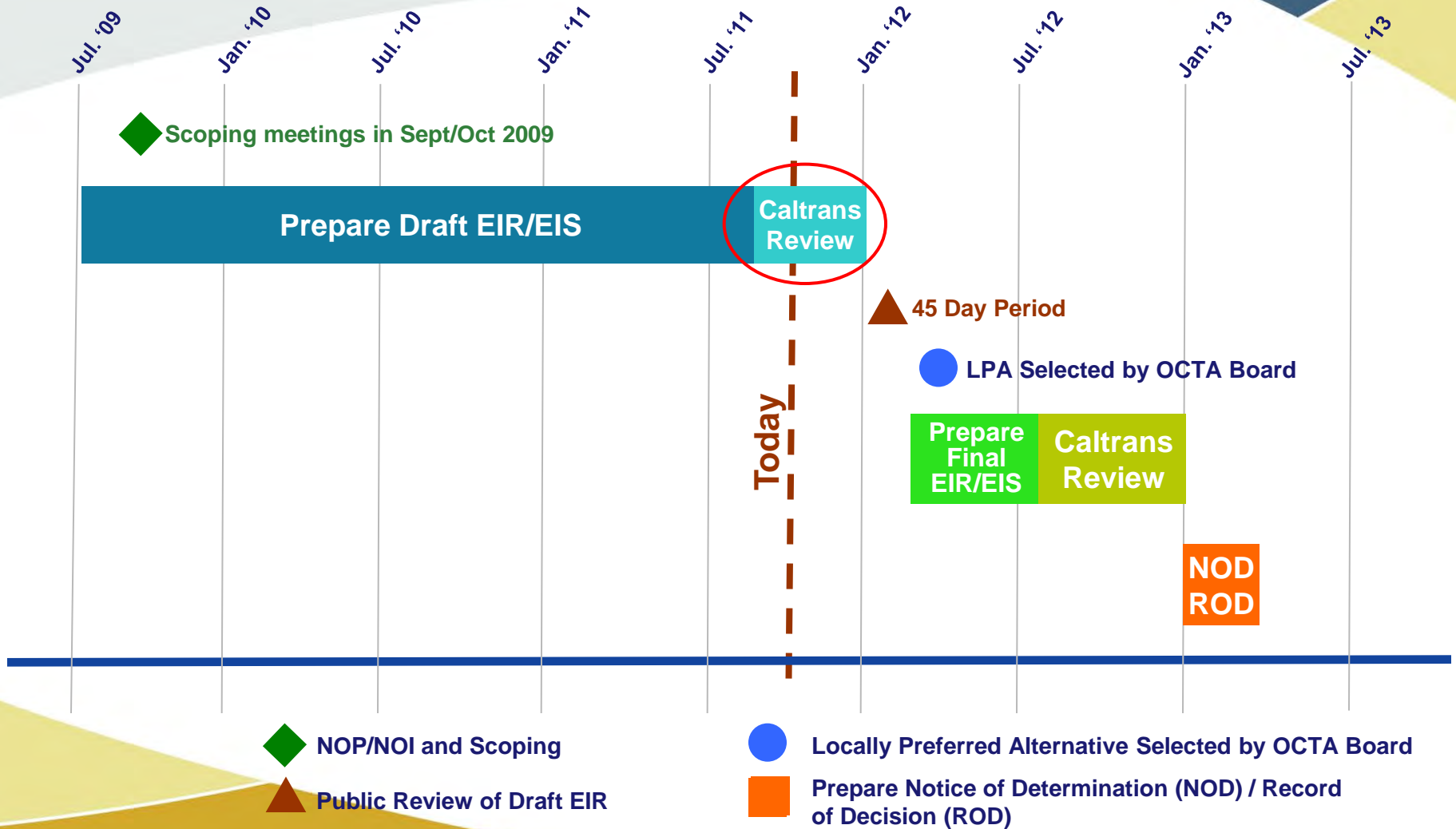
Cost – Build Alternatives

- Alternative 1 \$1.3 billion
- Alternative 2 \$1.4 billion
- Alternative 3 \$1.7 billion

(assumes Design-Build delivery method)



Current Status



 NOP/NOI and Scoping

 Public Review of Draft EIR

 Ongoing Public Outreach – Stakeholder Working Group and General Public

 Locally Preferred Alternative Selected by OCTA Board

 Prepare Notice of Determination (NOD) / Record of Decision (ROD)

Current Status

- **Screencheck Draft EIR/EIS submitted to Caltrans for review**
 - Incorporates information from Technical Studies
 - Identifies impacts
 - Right-of-way
 - Noise and sound walls
 - Traffic and Traffic Management Plan
 - Visual
 - Air Quality
 - Construction
 - Presents ways to avoid, minimize, or mitigate impacts



Current Status

- Draft Project Report being reviewed by Caltrans
 - Presents preliminary engineering
 - Identifies improvements to freeway, interchanges, local streets near interchanges, and bridge overcrossings
 - Locates overhead signs and sound walls
 - Highlights permanent and temporary right-of-way needs and utility impacts
 - Provides cost estimates for each alternative

Draft Project Report and Draft EIR/EIS must be approved by Caltrans before Public Review

Current Status

- Ongoing Public Outreach Activities
 - Policy Working Group meetings
 - Stakeholders Working Group meetings
 - City Council presentations
 - E-newsletters
 - Facebook posts
 - Website updates
 - Speakers Bureau



Draft EIR/EIS: Public Review Period

- Purpose of Public Review of Draft EIR/EIS
 - Hear what the community and roadway users think
 - Get comments from local, state, & federal agencies
- 45 Day Review or “Circulation” Period
- Public Comment Opportunities
 - Three public hearings in early 2012
 - Costa Mesa Neighborhood Community Center
 - Rush Park Auditorium, Rossmoor
 - Westminster Community Center
 - Written comments accepted by letter, email, website

Draft EIR/EIS: Public Review Period

- Advertise availability of Draft EIR/EIS and hearing dates in local newspapers and social media
- Mail notice to:
 - Corridor property owners within ¼ mile of freeway
 - Local, regional, state and federal agencies of DEIR/EIS availability
 - Project stakeholders, highway user groups, and local businesses
- Post Draft EIR/EIS on Caltrans and OCTA website
- Provide Draft EIR/EIS to local libraries

Get the word out – we can use your help:
tell us who else to notify

Draft EIR/EIS: Public Hearings

- Open House Format
- Presentation
- Open Question and Answer Period
 - Limited period of time
 - Questions are not formal comments
- Additional Open House Format
- Comments
 - Forms for written comments
 - Court reporter for oral comments



Draft EIR/EIS: Public Hearings

- Presentation on Content of the Draft EIR/EIS
 - Project overview
 - Summary of impacts and benefits
 - Right-of-way
 - Noise and sound walls
 - Traffic and Traffic Management Plan
 - Visual
 - Air quality
 - Construction

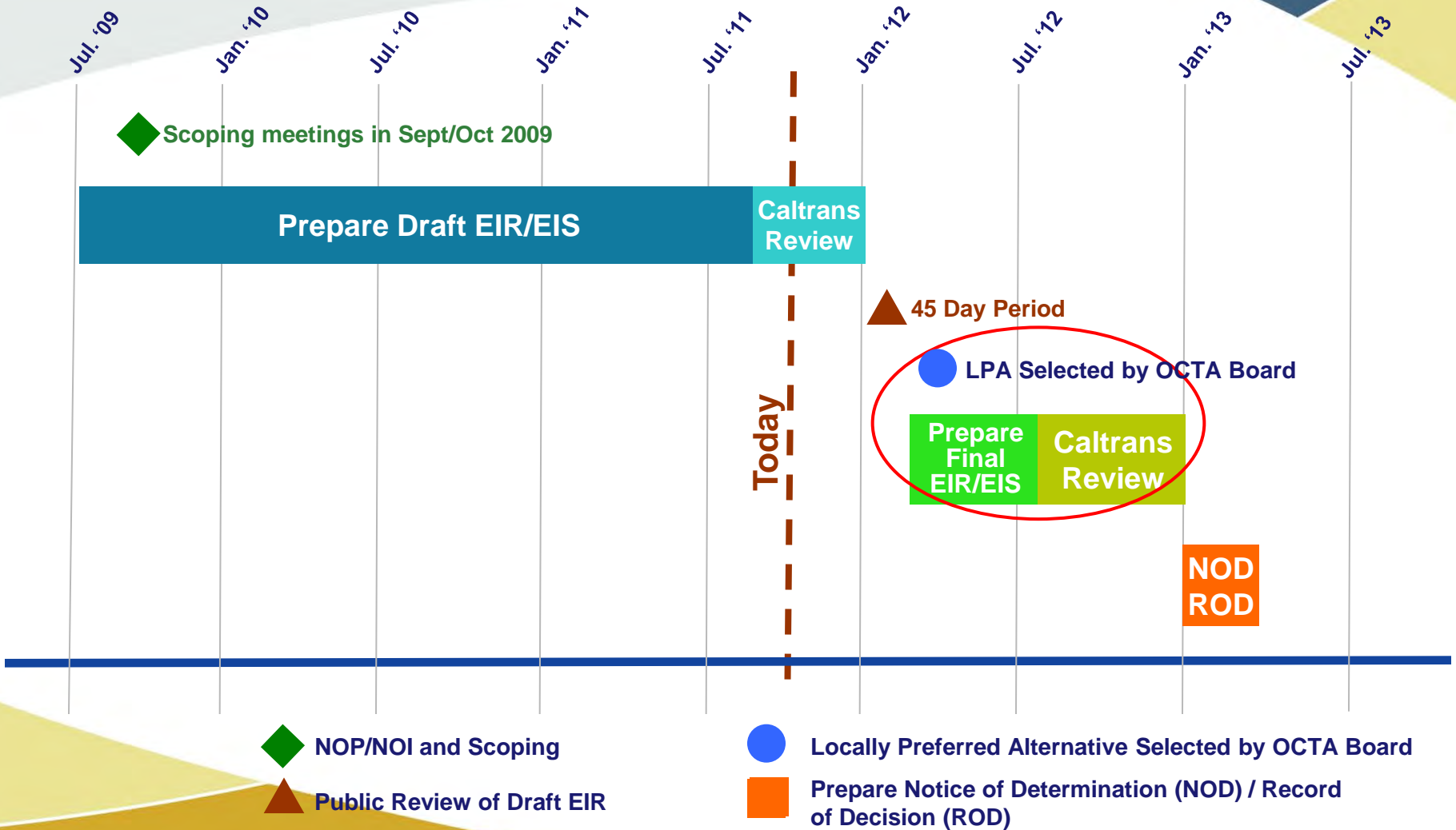


Draft EIR/EIS: Public Hearings

- Open House Stations
 - One-on-One Response to Questions
 - Show proposed sound wall and sign locations
 - Share right-of-way impacts via computers



After Public Review & Hearings



◆ NOP/NOI and Scoping

▲ Public Review of Draft EIR

● Locally Preferred Alternative Selected by OCTA Board

■ Prepare Notice of Determination (NOD) / Record of Decision (ROD)

— Ongoing Public Outreach – Stakeholder Working Group and General Public

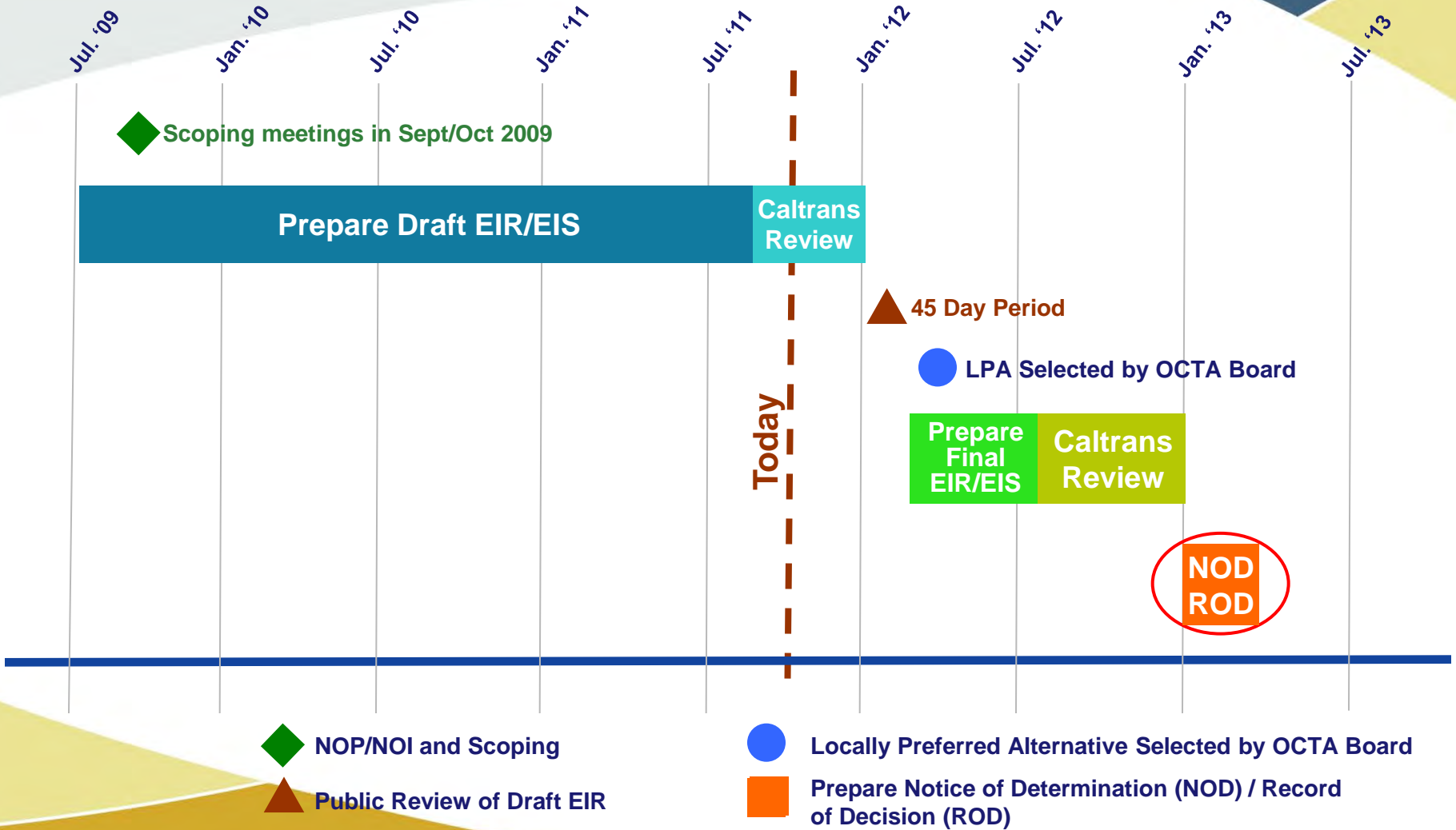


After Public Review & Hearings

- Respond to Comments on Draft EIR/EIS
 - Each comment will be addressed in the Final EIR/EIS
 - Changes to the Project may result
- Select the alternative to build
 - OCTA Board
 - Caltrans
 - U.S. Army Corps of Engineers
- Prepare a Financial Plan
- Prepare Final EIR/EIS



After Public Review & Hearings



-  NOP/NOI and Scoping
-  Public Review of Draft EIR
-  Locally Preferred Alternative Selected by OCTA Board
-  Prepare Notice of Determination (NOD) / Record of Decision (ROD)

 Ongoing Public Outreach – Stakeholder Working Group and General Public





THANK YOU



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www.octa.net/405improvement

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: January 10, 2012
To: Honorable Board of Directors
From: Board President Alfred Coletta
Via: RCSD, General Manager
SUBJECT: 2011 STATE OF THE DISTRICT ADDRESS

RECOMMENDATION:

Receive presentation.

BACKGROUND:

It is customary for the President of the Board to deliver a State of the District Address as the final act prior to election of Board Officers for the coming year.

ATTACHMENTS:

1. 2011 State of the District Address.



ROSSMOOR COMMUNITY SERVICES DISTRICT
3001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 4303707 / FAX (562) 431-3710

**STATE OF THE DISTRICT
2011**

Presented by:
Alfred Coletta, Board President
Rossmoor Community Services District

As in 2010, calendar year 2011 began in state of economic uncertainty. The State was once again in the midst of yet another budget shortfall; property values were still in decline, local governments and school districts were initiating budget cuts and layoffs. Rossmoor, on the other hand, enjoyed another balanced budget, a healthy reserve, a robust capital improvement plan and enhanced recreation program. This was mostly due to stable housing prices and assessments in our community which increased our property tax and assessment district income. All of this occurred while the State, County and most local governments in the County were looking at substantial declines in revenue. Orange County was particularly hard hit by the State's takeaway of \$49.5M in VLF funds which should have been re-designated as General Fund monies, but were not. Locally, the District received an unqualified audit for 2011, the highest rating possible. The Board also took the unprecedented act of paying down almost a half-million dollars in Rush Park bonds, saving residents considerable principle and interest payments over the course of the repayment schedule.

At the local level, the District's Capital Improvement Program saw several major projects completed. First, two Rossmoor Park tennis courts were reconstructed and all four were resurfaced. Also, Field 3 at Rossmoor Park was scraped of its grass infield and filled in with "dustless dirt" by the Los Alamitos Girls Softball League (LAGSL). This improvement was accomplished at no cost to the District and resulted in a reduction in field dust to the neighborhood. Several smaller projects were completed including the installation of new picnic tables to create designated spaces available for reservations by residents, the reconstruction of the horseshoe pits, installation of additional lighting at Rossmoor Park, and reconstruction of the padded mats at the Rossmoor Park tot lots.

Another major accomplishment for the year was the negotiation and Board adoption of a Memorandum of Understanding (MOU) between the District, the LAGSL and the Rossmoor Park Neighbors. The agreement which supersedes the previous three-year MOU now sets forth all of the activity levels of the LAGSL regarding games, practices and other activities of the league on a year round basis.. It gives guidance and direction to the league and provides the neighboring residents with a clear schedule of activities with a goal of minimizing the impact of neighborhood traffic, noise and congestion. Other recreation enhancements included the scheduling of an additional concert in the park with a direction from the Board for increased multi-seasonal programming to accompany the Movies, Shakespeare plays and Concerts.

The District's Board was heavily engaged in major community issues during the year. First was the matter of proposed annexation of the northeast corner (Rossmoor Shopping Center) and the entire of Rossmoor, which was included in the annual goals of the City of Los Alamitos. The Board conducted a heavily attended community workshop with elected representatives of Los Alamitos to inform residents about what was being contemplated, but more importantly how and when. Residents loudly expressed their sentiments against overtures made by Los Alamitos to provide services to Rossmoor and were also adamant against the annexation of any part of Rossmoor. The District then hired a reputable pollster to conduct phone poll of the community to determine their sentiments regarding the future governance of Rossmoor. The results were overwhelmingly in favor of maintaining the status of Rossmoor as an independent unincorporated community. These results were clear evidence to the Board that it should initiate several initiatives consistent with the will of our residents.

The first major initiative undertaken by the Board was an expression by Resolution to pursue additional latent powers for the provision of police protection services, animal care services and refuse collection services. Almost immediately there were expressions of opposition by Orange County Supervisor Moorlach in both his capacity as a Supervisor and Chair of the Orange County Local Agency Formation Commission (LAFCO). Nonetheless, the District has been doing it due diligence in studying the financial implications of applying to LAFCO for these latent powers. The Board requested an Attorney General (AG) opinion in response to a County Counsel opinion that the Sheriff could not withdraw core service to the District but could only request and pay for enhanced services. That AG opinion is still pending. The District has also requested a contract proposal from the City of Long Beach for the provision of animal care services. That proposal is still pending. Further study is also required regarding the transfer of the refuse collection franchise from the County to the District.

Another initiative by the Board was to oppose the annexation of the Rossmoor Shopping Center by the City of Los Alamitos. There was clear evidence that businesses or residences within the northeast corner of Rossmoor did not have any desire to become a part of Los Alamitos. Based on that, the City of Los Alamitos suspended its initiative to annex the northeast corner of Rossmoor by tabling a proposal from City Manager Jeff Stewart for a poll of Los Alamitos residents to deal with annexation and other issues. While it is recognized that the City of Los Alamitos has an obligation to amend its General Plan to include land use planning for Rossmoor, it is not required to annex any part of Rossmoor. The Board, through its Rossmoor Ad Hoc Committee, kept residents informed during the period of the pending annexation efforts of Los Alamitos.. The Board at its monthly meetings also received numerous reports on Governance from the General Manager as a means of keeping the community apprised of developments with annexation issues.

Perhaps the most interesting development regarding the future governance of Rossmoor was the release by LAFCO of a Case Study regarding potential savings of a super city which would include Seal Beach, Los Alamitos and Rossmoor. First of all, the study was viewed as flawed and not on point with supporting or refuting the cost to the County for services to Rossmoor. As a result the Board commissioned an analysis of the Study by the Harvey M. Rose Associates LLC, a reputable accounting firm with forensic capabilities. The analysis found no foundation for many of the conclusions in the Study. Moreover, there was a startling change in what had been stated as a \$600,000 drain to the County for Rossmoor services to a new estimate of \$124,000. There was no explanation about the cause of the reduction.

Even more startling, was the conclusion reached by the Rose analysis that using previously published numbers by the County's Auditor Controller that rather than a deficit, there was a \$317,400 net to the County. Further, the consultant concluded that because the cost of Sheriffs services that the net gain to the County was about \$500,000 or almost a \$1,100,000 difference from the County's first estimates a \$600,000 drain to the County. These facts should dispel any notion that Rossmoor is a drain on the County and that well enough ought to be left alone.

Another major community concern continued with the increase in activity by coyotes in Rossmoor and its environs. Community members petitioned the District to become involved in solving the rampant coyote sightings, attacks and killing of dogs and cats. While the District does not have the authority to be actively involved with this issue or to expend funds for this purpose it took action to direct the General Manager to initiate the process for assuming latent powers for animal care. This

would allow the District to directly address the issue of coyotes. The District is still performing its due diligence prior submitting a formal application to LAFCO for that power.

Service delivery to our residents was also a priority during the year. As a means of better communication with residents, the Board authorized redesign of the District's website which is scheduled go live very soon. When completed, residents will benefit from a modern site with an easy to navigate, industry-standard interface, filled with dynamic content services and networking capabilities. The District has also expanded its resident email database to communicate on a real time basis and to augment the District's quarterly newsletter. Further, the District's Board meetings are now available on our website on via YouTube, as well as on LATV 3. Also due to the success of the District's picnic site reservations, the Board amended its policy to restrict reservations to residents, only. The demand for reservations has been overwhelming, thus the change to accommodate more of our residents.

The year ahead looks promising, once more, but not without its challenges. It remains to be seen how the plan by Los Alamitos to annex the Rossmoor Shopping Center will evolve. The receptivity of LAFCO to give thoughtful consideration to the activation of latent powers is a lingering question. Also remaining is the possibility of a contract of municipal services by the County. Further, the State's continuing budget crises is troubling since it will most likely adversely affect the County's finances with perhaps a ripple effect on Rossmoor. The future of Rossmoor as an independent community will be challenged by the County and LAFCO, particularly if the Rossmoor Community Services District is not allowed to assume latent powers for certain municipal services; services provided at a local level, with less reliance on the County. Nonetheless, Rossmoor remains an efficient and stable island in the midst of a troubled sea.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-5

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: ELECTION OF OFFICERS: PRESIDENT, FIRST VICE PRESIDENT AND SECOND VICE PRESIDENT.

RECOMMENDATION:

That the Board of Directors take the following actions in the order indicated:

1. Election of President - conducted by the General Manager;
2. Election of First Vice President - conducted by the newly elected President; and
3. Election of Second Vice President - conducted by the newly elected President.

BACKGROUND:

District Policy No. 4040, Board Officers and Terms of Office, Section 4040.20 provides that the term for Board Officers shall be one year, and that the 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.

The current officers are as follows:

Alfred Coletta, President

Jeffrey Rips, 1st Vice President

Ron Casey, 2nd Vice President

ATTACHMENTS:

1. Policy No. 4040 Board Officers and Terms of Office.

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 D-1

Date: January 10, 2012
To: Honorable Board of Directors
From: General Manager
Subject: REPORT ON GOVERNANCE

RECOMMENDATION:

Receive the report and provide direction to General Manager on future governance initiatives

BACKGROUND:

At your Board Meeting in December, you received a report from Mr. Fred Brousseau, Principal with Harvey M. Rose, LLC., a highly regarded accounting firm capable of forensic accounting.

The engagement was mostly limited to an analysis of the Case Study as it related to comparative data between Rossmoor and the County. The analysis performed by Mr. Brousseau clearly indicates that the Case Study contains data which is flawed in many respects. More important, however, was his analysis of audited County Auditor/Controller data which shows that instead of being a drain on the County, Rossmoor is a donor island of \$317,440 or perhaps as much as \$500,000 if Sheriff's costs can be validated. This information needs to be presented to the County as a formal request to let well enough alone and to LAFCO to give unbiased consideration to a request by the District for additional latent powers.

Moreover the effect of the recent decision by the Los Alamitos City Council to back away from commissioning a citizen survey to determine among other things, receptivity to the annexation of Rossmoor and more particularly, annexation of the business district at the northeast corner of Rossmoor remains to be seen. The selection of a new City Manager and the statements made by their City Council perhaps creates a new environment for a more conciliatory dialogue between Rossmoor and Los Alamitos.

ATTACHMENTS: -None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: MINUTES: REGULAR MEETING OF DECEMBER 13, 2011

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of December 13, 2011 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Regular December 13, 2011 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of December 13, 2011 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, December 13, 2011

A. ORGANIZATION

- 1. CALL TO ORDER: 7:06 P.M.**
- 2. ROLL CALL: Directors Casey, Kahlert, Maynard, Rips,
President Coletta**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS-None**

B. ADDITIONS TO AGENDA – None

C. PUBLIC FORUM

Michele Fieldson had comments relative to the LAGSL MOU and the proposed Rush Park field upgrade. Ken Brown opined about the District's expenditures to obtain Latent Powers, sports activity at Rossmoor Park and property values. Brenda Gorman opined that she was pleased with the youth sports and park usage. Ed Beckwith agreed with Ms. Gorman and stated that prospective homebuyers should choose not to purchase property if they object to park activity and noise. Angela Epstein requested that the mature tree in front of her house be removed due to pod droppings which she considered to be a safety hazard.

D. REPORTS TO THE BOARD

PRESIDENT COLETTA REQUESTED THAT ITEM D-3 BE MOVED UP IN THE AGENDA AT THIS TIME

3. GENERAL MANAGER REPORT ON GOVERNANCE

Recommendation to receive the report and provide direction to the General Manager on future governance initiatives.

The General Manager reported that at the November 2011 Board Meeting, the Board received his report regarding a Shared Services Case Study dated June 18, 2011,

undertaken on behalf of OC LAFCO. The Study examined potential cost savings by consolidation of Rossmoor with Los Alamitos and Seal Beach. At the Special Board Meeting on October 25th, the Board authorized the General Manager to engage the services of Harvey M. Rose, LLC; a highly regarded accounting firm capable of forensic accounting. The engagement at this time was limited to an analysis of the Case Study as it related to comparative data between Rossmoor and the County.

The General Manager stated that the attached analysis clearly indicates that the Case Study contains flawed data. Additional attachments include two letters, from Board President Coletta to O.C. Supervisor John Moorlach, requesting specific financial data in order to substantiate his claims that Rossmoor was a drain on the County, and a letter from Ms. Carolyn Emery, Assistant Executive Officer, transmitting LAFCO's Case Study on the creation of a "super city", which is not on point with any of the RCSD's requests for data.

In conclusion, the Los Alamitos City Council made statements at their December 5th City Council Meeting, that annexation of any Rossmoor territory is not a feasible option for their city and has backed away from commissioning a citizen survey to determine receptivity to the annexation of Rossmoor and the Rossmoor Shopping Village business district.

Mr. Fred Brousseau of Harvey M. Rose, LLC gave a PowerPoint presentation and comprehensive report to the Board. Afterwards he answered questions from the Board and community. President Coletta thanked Mr. Brousseau for his firm's efforts and stated that Rossmoor had been a donor in the minds of many Rossmoor residents for a long time. The report was received and filed.

DUE TO CONSIDERABLE PUBLIC TURNOUT AND INTEREST IN THE ISSUE PRESIDENT COLETTA REQUESTED THAT ITEM H-2 BE MOVED UP IN THE AGENDA AT THIS TIME

H-2. CITIZEN REQUEST: DEVELOPMENT AT SHOPS AT ROSSMOOR RE: LOW INCOME HOUSING, TRAFFIC AND PLANNED STORES

The General Manager stated that in accordance with Board policy Ms. Brenda Gorman requested that the matter of the sale of the Shops at Rossmoor, and corresponding impacts, be placed on this month's Board Agenda. Ms. Gorman was advised that the Board has no authority in this regard. However, Ms. Gorman requested that this matter be discussed by the Board as a means of informing the public about developments underway at the shopping center and their impacts on the quality of life for Rossmoor residents. Recommendation to receive the report of staff and the presentation of Ms. Brenda Gorman.

President Coletta invited Ms. Brenda Gorman to the podium to give her report and then opened the item for public comments. Speakers were as follows: Brenda Gorman, Judy Claboe, Del Clark, Emile George, Michele Fieldson, Cynthia Woods, Steve Lightner,

Paula Suits, Cheryl Ruddick, Spencer Hartman, Emily Knell, Mark Nitikman, Spencer Hartman. Lengthy discussion ensued.

President Coletta suggested that community members organize and attend a RHA meeting and Seal Beach City Council Meeting in order to voice their concerns. He stated that the RCSD supports its residents and will write letters on their behalf, however, the District has no jurisdiction over the matter.

Seal Beach City Councilmember Gary Miller spoke to the Board and answered questions from the public relative to the Shops at Rossmoor construction, low income housing and traffic concerns. He stated that he wanted the public to have the process and encouraged them to attend the three upcoming planning commission and city council meetings scheduled for January and February 2012 in Seal Beach.

Motion by Director Rips, seconded by Director Maynard to write a letter to the County Supervisor relative to the citizen's concerns and form an Ad Hoc Committee consisting of two members from the District Board, two members from the Rossmoor Homeowner's Association (RHA), and two members from the Rossmoor Preservation Committee (RPC) and schedule the first meeting at 6 p.m. on Tuesday, January 10, 2012 (one hour preceding the regular board meeting) to discuss the citizen's concerns. The Board also ordered that the meeting be televised pending the availability of Time Warner. Motion passed 5-0.

AT 9:40 P.M. THE BOARD TOOK A BRIEF RECESS. THE MEETING RESUMED AT 9:45 P.M. AT WHICH TIME THE BOARD RETURNED TO ITS REGULARLY SCHEDULED AGENDA

1. INVESTMENT COMMITTEE REPORT

Recommendation to receive the report of the Investment Committee regarding status, and recommendations of the District's investment portfolio. The Committee recommends the following:

1. That the \$150,000 CD which matures on 1/11/2012 be reinvested in another CD for a one year term. The highest interest yielding CD at this time is 1.00%. The current LAIF rate is 0.39%.
2. That the \$100,000 CD which matures on 3/17/2012 be reviewed by the Committee at maturity for possible reinvestment in a mutual fund with the conditions stated in Policy No. 3035 Investment of District Funds.

With regard to the maturing Fund 20 Agency bond maturing on January 15, 2012, the Committee agreed with the staff recommendation that the monies from the maturing agency bond (FHLMC MTN) be kept in the Reserve Account at U.S. Bank in a money

market fund. This investment is currently paying 0.05% interest. Currently available agency bonds are yielding 0.25% ytm for a one year term and 0.42% ytm for a two year term. Bond covenants are very restrictive on the type of investments for the Rush Park Bond Fund Reserve Account.

Discussion ensued. Motion by Director Kahlert, seconded by Director Casey, to reinvest the \$150K CD which matures on 1/11/12 in another CD for a 1 yr. term, that the \$100K CD which matures on 3/17/12 be reviewed by the committee at maturity for possible reinvestment in a mutual fund with the conditions stated in Policy No. 3035, and agree with the staff recommendation that the monies from the maturing agency bond (FHLMC MTN) be kept in the Reserve Account at U.S. Bank in a money market fund, currently paying 0.05% interest. Motion passed 5-0.

2. CIP COMMITTEE REPORT

Recommendation to receive the report of the Public Works/CIP Committee recommending revised project lists and proposed budgets for inclusion with the Mid-Year Budget Adjustment.

The General Manager reported that the Public Works/CIP Committee met on November 21, 2011 to review the current state of the District's FY 2011-2012 CIP project list and Fund 40 budget. The Committee reviewed the budget as affected by the recently completed Annual Audit and the effect of unanticipated budget impact of the rehabilitation of the tennis courts. The Committee also discussed the General Manager's proposal to amend Policy No. 3020 Budget Preparation, Adoption and Revision to make distinctions between capital improvement projects in Fund 40 and smaller capital expenditures in departmental accounts in Fund 10. Discussion ensued. President Coletta recommended postponing the solar panel CIP project and requested that costs for placing new Rossmoor community signage around the community perimeters be researched and included in the CIP budget. He stated that easements may have to be obtained from the property owners. The General Manager agreed to research the item and adjust the budget for the signage.

Michele Fieldson had questions relative to the cost factors regarding the baseball fields. The General Manager stated that they were estimates.

Motion by Director Coletta, seconded by Director Maynard to add the new project for installation of Rossmoor signage at the three locations of Hedwig/Los Alamitos Blvd., Los Alamitos Blvd/Katella Ave. and at Wallingsford with an amount placeholder of "to be determined (TBD)" to the budget. Motion passed 5-0.

Motion by Director Kahlert, seconded by Director Casey to bring back the new project as a budget adjustment in the final budget. Motion passed 5-0.

E. CONSENT CALENDAR

1a. MINUTES-REGULAR MEETING OF NOVEMBER 8, 2011

2. OCTOBER 2011 REVENUE AND EXPENDITURE REPORT

3. OFFICE CLOSURE ON FRIDAY, DECEMBER 23, 2011

Motion by Director Casey, seconded by Director Rips to approve the Consent Calendar as submitted. The Consent Calendar was unanimously approved as submitted, 5-0.

F. PUBLIC HEARING-None

G. RESOLUTIONS-None

H. REGULAR CALENDAR

**1. 1ST READING TO RESTRUCTURING OF BOARD POLICIES RE:
FISCAL/BUDGETARY CONTROLS**

Give first reading to proposed amendments to Policy No. 3020 Budget Preparation, Adoption and Revision and Policy No. 3021 Budgetary Control. The recommended changes to Policy No. 3020 would define CIP projects as those projects over \$10,000 and a shelf life of five years. There is no current policy which defines a CIP project. The proposed changes also define the role of the Public Works/CIP Committee with regard to the formulation of the annual budget. Discussion ensued relative to a \$5,000 vs. \$10,000 board approval threshold.

Motion by Director Kahlert, seconded by Director Maynard to give first reading to proposed amendments to Policy No. 3020 Budget Preparation, Adoption and Revision and Policy No. 3021 Budgetary Control and bring the policy back for a second reading in January. Motion passed 5-0.

I. GENERAL MANAGER ITEMS

The General Manager had comments relative to the District's new website.

J. BOARD MEMBER ITEMS

President Coletta discussed his request to place new Rossmoor community signage/wall facade at Hedwig and Los Alamitos Blvd, Los Alamitos Blvd. and Katella (near the car wash) and at Wallingsford Rd., be researched and included in the CIP budget. President Coletta stated that the signage would serve to more clearly identify the Rossmoor Community and its boundaries. He also appointed Director Maynard to assist Director Casey at the Shops at Rossmoor Ad Hoc Committee meeting and directed the General

Manager to write a letter to each County Supervisor regarding our Critique of the Case Study.

Director Rips wished everyone a Happy Holiday.

Director Maynard thanked all the Rossmoorians (especially the teenagers) for showing up and participating in the community discussion. He also thanked Seal Beach City Councilmember Gary Miller for his attendance and willingness to work with Rossmoor. He added that the RCSD Board had acted wisely by gathering information and were aware of what they are involved in. He encouraged the Shops at Rossmoor business owners to be more forthcoming with their intentions and concluded by wishing everyone a Happy Holiday.

Director Casey had comments relative to the upcoming Shops at Rossmoor Ad Hoc Committee. He also discussed recent news reports of an armed home invasion involving a 90 year old Rossmoor resident. Director Casey opined that the increase in crime was in direct correlation to the development of the Shops at Rossmoor and the traffic. He wished everyone a Happy Holiday.

Director Kahlert had comments relative to Supervisor Moorlach's lack of representation and support for the Rossmoor community and his disappointment at the City of Seal Beach for not including Rossmoor in development decisions relating to the Shops at Rossmoor. He opined that the planned housing projects and additional stores had a negative impact on the Rossmoor community's quality of life. He wished everyone a safe and happy holiday season and reminded everyone to drive sober.

K. CLOSED SESSION-None

L. ADJOURNMENT

Motion by Director Rips, seconded by Director Casey to adjourn the regular meeting at 11:13 p.m. Motion passed 5-0.

SUBMITTED BY:

**Henry Taboada
Consulting General Manager**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: REVENUE & EXPENDITURE REPORT - NOVEMBER, 2011

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for November, 2011.

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 November, 2011.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 November 2011 @41.67%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	742,700.00	742,700.00	66,788.16	39,693.27	675,911.84	9.0
ASSESSMENTS	260,000.00	260,000.00	23,329.42	13,862.77	236,670.58	9.0
USE OF MONEY AND PROPERTY	20,000.00	20,000.00	2,745.68	429.68	17,254.32	13.7
OTHER GOVERNMENT AGENCIES FEES AND SERVICES	56,400.00	56,400.00	-2,317.12	0.00	58,717.12	-4.1
OTHER REVENUE	117,000.00	117,000.00	50,064.00	8,698.50	66,936.00	42.8
OTHER FINANCING SOURCES	2,000.00	2,000.00	1,900.18	0.00	99.82	95.0
	20,000.00	20,000.00	0.00	0.00	20,000.00	0.0
	<u>1,218,100.00</u>	<u>1,218,100.00</u>	<u>142,510.32</u>	<u>62,684.22</u>	<u>1,075,589.68</u>	<u>11.7</u>
Expenditures						
ADMINISTRATION 1	307,240.00	307,240.00	124,721.48	21,229.65	182,518.52	40.6
RECREATION 2	104,600.00	104,600.00	46,288.31	8,516.85	58,311.69	44.3
ROSSMOOR PARK 3, 4, 5	169,146.00	169,146.00	61,541.53	15,173.82	107,604.47	36.4
MONTECITO CENTER 4, 5	66,167.00	66,167.00	26,329.62	5,014.13	39,837.38	39.8
RUSH PARK 3, 4, 5	190,356.00	190,356.00	80,574.36	15,427.18	109,781.64	42.3
STREET LIGHTING	98,480.00	98,480.00	44,269.65	8,853.88	54,210.35	45.0
ROSSMOOR WALL 1	1,900.00	1,900.00	2,055.91	0.00	-155.91	108.2
STREET SWEEPING	51,600.00	51,600.00	13,145.06	62.46	38,454.94	25.5
PARKWAY TREES 3	130,900.00	130,900.00	76,881.31	24,904.63	54,018.69	58.7
MINI-PARKS, MEDIANS & TRIANGLE	14,405.00	14,405.00	6,460.08	1,163.52	7,944.92	44.8
Expenditures	<u>1,134,794.00</u>	<u>1,134,794.00</u>	<u>482,267.31</u>	<u>100,346.12</u>	<u>652,526.69</u>	<u>42.5</u>
Change in Fund Balance (Revenues less Expenditures)	<u>83,306.00</u>	<u>83,306.00</u>	<u>-339,756.99</u>	<u>-37,661.90</u>	<u>423,062.99</u>	

Audited Fund Balance (Reserves)
 at June 30, 2011

726,348.00

REVENUE REPORT
November 2011 @ 41.67%

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Rossmore Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Function:							
Dept: 00							
PROPERTY TAXES	742,700.00	742,700.00	66,788.16	39,693.27	0.00	675,911.84	9.0
ASSESSMENTS	260,000.00	260,000.00	23,329.42	13,862.77	0.00	236,670.58	9.0
USE OF MONEY AND PROPERTY	20,000.00	20,000.00	2,746.68	429.68	0.00	17,254.32	13.7
OTHER GOVERNMENT AGENCIES	56,400.00	56,400.00	-2,317.12	0.00	0.00	58,717.12	-4.1
FEES AND SERVICES	117,000.00	117,000.00	50,064.00	8,698.50	0.00	66,936.00	42.8
OTHER REVENUE	2,000.00	2,000.00	1,900.18	0.00	0.00	99.82	95.0
OTHER FINANCING SOURCES	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
Dept: 00	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Function:	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Revenues	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Grand Total Net Effect:	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	

EXPENDITURE REPORT
November 2011 @ 41.67%

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Rossmoor Community

For the Period: 7/1/2011 to 11/30/2011

Fund: 10 - GENERAL FUND

Expenditures

Function:

Dept: 10 ADMINISTRATION

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb YTD	UnencBal	% Bud
SALARIES AND BENEFITS	135,940.00	135,940.00	56,416.04	11,453.50	0.00	79,523.96	41.5
OPERATIONS AND MAINTENANCE (1)	42,300.00	42,300.00	23,414.55	4,613.19	0.00	18,885.65	55.4
CONTRACT SERVICES	125,000.00	125,000.00	43,714.33	4,505.05	0.00	81,285.67	35.0
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,176.78	657.91	0.00	2,823.24	29.4
ADMINISTRATION	307,240.00	307,240.00	124,721.46	21,229.65	0.00	182,518.52	40.6

Dept: 20 RECREATION

SALARIES AND BENEFITS (2)	80,200.00	80,200.00	35,308.59	7,734.64	0.00	44,891.41	44.0
OPERATIONS AND MAINTENANCE	16,900.00	16,900.00	10,070.04	541.04	0.00	6,829.96	59.6
CONTRACT SERVICES	5,500.00	5,500.00	1,666.17	241.17	0.00	3,843.83	30.1
CAPITAL EXPENDITURES	2,000.00	2,000.00	-746.49	0.00	0.00	2,746.49	-37.3
RECREATION	104,600.00	104,600.00	46,288.31	8,516.85	0.00	58,311.69	44.3

Dept: 30 ROSSMOOR PARK

SALARIES AND BENEFITS (3)	48,670.00	48,670.00	20,782.84	4,277.56	0.00	27,887.16	42.7
OPERATIONS AND MAINTENANCE (4)	77,576.00	77,576.00	19,840.62	2,831.52	0.00	57,735.38	25.6
CONTRACT SERVICES (5)	41,900.00	41,900.00	20,941.67	7,905.76	0.00	20,958.33	50.0
CAPITAL EXPENDITURES	1,000.00	1,000.00	-23.60	158.98	0.00	1,023.60	-2.4
ROSSMOOR PARK	169,146.00	169,146.00	61,541.53	15,173.82	0.00	107,604.47	36.4

Dept: 40 MONTECITO CENTER

SALARIES AND BENEFITS	40,250.00	40,250.00	16,803.93	3,200.15	0.00	23,446.07	41.7
OPERATIONS AND MAINTENANCE (4)	15,217.00	15,217.00	5,314.43	1,185.72	0.00	9,902.57	34.9
CONTRACT SERVICES (5)	10,200.00	10,200.00	4,273.93	678.26	0.00	5,926.07	41.9
CAPITAL EXPENDITURES	500.00	500.00	-62.67	40.00	0.00	562.67	-12.5
MONTECITO CENTER	66,167.00	66,167.00	26,329.62	5,104.13	0.00	39,837.38	39.8

Dept: 50 RUSH PARK

SALARIES AND BENEFITS (3)	50,870.00	50,870.00	23,522.49	4,576.21	0.00	27,347.51	46.2
OPERATIONS AND MAINTENANCE (4)	97,086.00	97,086.00	35,843.13	2,978.74	0.00	61,242.87	36.9
CONTRACT SERVICES (5)	41,900.00	41,900.00	20,748.93	7,713.26	0.00	21,151.07	49.5
CAPITAL EXPENDITURES	500.00	500.00	459.81	158.97	0.00	40.19	92.0

EXPENDITURE REPORT
November 2011 @ 41.67%

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Rossmoor Community

For the Period: 7/1/2011 to 11/30/2011

Fund: 10 - GENERAL FUND

Expenditures

Function:

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb YTD	UnencBal	% Bud
RUSH PARK	190,356.00	190,356.00	80,574.36	15,427.18	0.00	109,781.64	42.3
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	480.00	480.00	221.89	62.46	0.00	258.11	46.2
CONTRACT SERVICES	98,000.00	98,000.00	44,047.76	8,791.42	0.00	53,952.24	44.9
STREET LIGHTING	98,480.00	98,480.00	44,269.66	8,853.88	0.00	54,210.35	45.0
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE (1)	1,900.00	1,900.00	2,055.91	0.00	0.00	-155.91	108.2
ROSSMOOR WALL	1,900.00	1,900.00	2,055.91	0.00	0.00	-155.91	108.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	600.00	600.00	221.89	62.46	0.00	378.11	37.0
CONTRACT SERVICES	51,000.00	51,000.00	12,923.17	0.00	0.00	38,076.83	25.3
STREET SWEEPING	51,600.00	51,600.00	13,145.06	62.46	0.00	38,454.94	25.5
Dept: 80 PARKWAY TREES							
OPERATIONS AND MAINTENANCE	2,200.00	2,200.00	630.98	136.01	0.00	1,569.02	28.7
CONTRACT SERVICES (5)	113,700.00	113,700.00	65,003.23	13,701.12	0.00	48,696.77	57.2
CAPITAL EXPENDITURES	15,000.00	15,000.00	11,247.10	11,067.50	0.00	3,752.90	75.0
PARKWAY TREES	130,900.00	130,900.00	76,881.31	24,904.63	0.00	54,018.69	58.7
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	1,255.00	1,255.00	445.95	74.43	0.00	809.05	35.5
OPERATIONS AND MAINTENANCE	8,100.00	8,100.00	4,246.23	737.71	0.00	3,853.77	52.4
CONTRACT SERVICES	4,800.00	4,800.00	1,767.90	351.38	0.00	3,032.10	36.8
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
MINI-PARKS AND MEDIANS	14,405.00	14,405.00	6,460.08	1,163.52	0.00	7,944.92	44.8
Function:	1,134,794.00	1,134,794.00	482,267.31	100,436.12	0.00	652,526.69	42.5
Expenditures	1,134,794.00	1,134,794.00	482,267.31	100,436.12	0.00	652,526.69	42.5
Grand Total Net Effect:	-1,134,794.00	-1,134,794.00	-482,267.31	-100,436.12	0.00	-652,526.69	

REVENUE/EXPENDITURE REPORT
November 2011 @ 41.67%

Rossmore Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD.	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Function:							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current secured property taxes	676,000.00	676,000.00	38,314.58	38,314.58	0.00	637,685.42	5.7
3001 Current unsecured prop tax	26,500.00	26,500.00	18,950.40	0.00	0.00	7,549.60	71.5
3002 Prior secured property taxes	18,800.00	18,800.00	7,059.95	1,260.98	0.00	11,740.05	37.6
3003 Prior unsecured prop taxes	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
3004 Delinquent property taxes	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
3010 Current supplemental assessmt	7,800.00	7,800.00	2,463.23	117.71	0.00	5,336.77	31.6
3020 Public utility tax	11,400.00	11,400.00	0.00	0.00	0.00	11,400.00	0.0
PROPERTY TAXES	742,700.00	742,700.00	66,768.16	39,693.27	0.00	675,911.84	9.0
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	260,000.00	260,000.00	23,329.42	13,862.77	0.00	236,670.58	9.0
ASSESSMENTS	260,000.00	260,000.00	23,329.42	13,862.77	0.00	236,670.58	9.0
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	20,000.00	20,000.00	2,745.68	429.68	0.00	17,254.32	13.7
USE OF MONEY AND PROPERTY	20,000.00	20,000.00	2,745.68	429.68	0.00	17,254.32	13.7
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
3302 State Mandated Cost Reimb	500.00	500.00	0.00	0.00	0.00	500.00	0.0
3305 County street sweep reimburse	51,900.00	51,900.00	-2,317.12	0.00	0.00	54,217.12	-4.5
OTHER GOVERNMENT AGENCIES	56,400.00	56,400.00	-2,317.12	0.00	0.00	58,717.12	-4.1
Acct Class: 34 FEES AND SERVICES							
3402 Park way tree permits	500.00	500.00	801.00	0.00	0.00	-301.00	160.2
3404 Court reservations	13,500.00	13,500.00	3,714.50	0.00	0.00	9,785.50	27.5
3406 Ball field reservations	22,000.00	22,000.00	12,041.00	738.00	0.00	9,959.00	54.7
3410 Rossmore building rental	8,000.00	8,000.00	4,384.50	1,414.50	0.00	3,615.50	54.8
3412 Montecito building rental	23,000.00	23,000.00	7,670.00	1,960.00	0.00	15,330.00	33.3
3414 Rush Park Building Rental	50,000.00	50,000.00	21,453.00	4,586.00	0.00	28,547.00	42.9
FEES AND SERVICES	117,000.00	117,000.00	50,064.00	8,698.50	0.00	66,936.00	42.8
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	2,000.00	2,000.00	1,900.18	0.00	0.00	99.82	95.0
OTHER REVENUE	2,000.00	2,000.00	1,900.18	0.00	0.00	99.82	95.0
Acct Class: 36 OTHER FINANCING SOURCES							
3600 TRANSFER IN/OUT OTHER FUNDS	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER FINANCING SOURCES	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
Dept: 00	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Function	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Revenues	1,218,100.00	1,218,100.00	142,510.32	62,684.22	0.00	1,075,589.68	11.7
Expenditures							
Function:							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensation	9,000.00	9,000.00	4,250.00	800.00	0.00	4,750.00	47.2
4001 Salaries - Full-time	90,640.00	90,640.00	38,218.33	7,820.20	0.00	52,421.67	42.2
4003 Salaries - Overtime	1,550.00	1,550.00	669.11	186.16	0.00	880.89	43.2
4007 Vehicle Allowance	750.00	750.00	130.35	0.00	0.00	619.65	17.4
4010 Workers Compensation Insurance	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
4011 Medical Insurance	22,500.00	22,500.00	10,227.25	2,045.45	0.00	12,272.75	45.5
4015 Federal Payroll Tax -FICA	7,000.00	7,000.00	2,921.00	601.69	0.00	4,079.00	41.7

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Rossmore Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal.	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Function:							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4018 State Payroll Taxes	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
SALARIES AND BENEFITS	135,940.00	135,940.00	56,416.04	11,453.50	0.00	79,523.96	41.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability (1)	9,000.00	9,000.00	9,703.61	0.00	0.00	-703.61	107.8
5004 Memberships and Dues	5,500.00	5,500.00	4,838.17	2,422.50	0.00	661.83	88.0
5006 Travel & Meetings	3,000.00	3,000.00	859.97	482.77	0.00	2,140.03	28.7
5010 Publications & Legal Notices	4,000.00	4,000.00	2,853.67	606.17	0.00	1,146.33	71.3
5012 Printing	500.00	500.00	186.17	0.00	0.00	313.83	37.2
5014 Postage	3,500.00	3,500.00	1,984.01	394.53	0.00	1,515.99	56.7
5016 Office Supplies	8,300.00	8,300.00	1,528.59	372.97	0.00	6,771.41	18.4
5020 Telephone	1,500.00	1,500.00	665.60	187.35	0.00	834.40	44.4
5045 Miscellaneous Expenditures	5,500.00	5,500.00	229.38	50.36	0.00	5,270.62	4.2
5048 Bank Service Charge	1,000.00	1,000.00	567.18	96.54	0.00	432.82	56.7
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	42,300.00	42,300.00	23,414.35	4,613.19	0.00	18,885.65	55.4
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	40,000.00	40,000.00	15,128.72	957.97	0.00	24,871.28	37.8
5615 Financial Audit/Consulting	8,000.00	8,000.00	5,360.00	0.00	0.00	2,640.00	67.0
5670 Other Professional Services	77,000.00	77,000.00	23,225.61	3,547.08	0.00	53,774.39	30.2
CONTRACT SERVICES	125,000.00	125,000.00	43,714.33	4,505.05	0.00	81,285.67	35.0
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	4,000.00	4,000.00	1,176.76	657.91	0.00	2,823.24	29.4
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,176.76	657.91	0.00	2,823.24	29.4
ADMINISTRATION	307,240.00	307,240.00	124,721.48	21,229.65	0.00	182,518.52	40.6
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	47,250.00	47,250.00	18,209.44	3,368.19	0.00	29,040.56	38.5
4002 Salaries - Part-time (2)	17,000.00	17,000.00	10,819.17	3,238.68	0.00	6,180.83	63.6
4003 Salaries - Overtime	1,900.00	1,900.00	1,017.31	51.04	0.00	882.69	53.5
4005 Salaries - Event Attendant	300.00	300.00	122.25	26.25	0.00	177.75	40.8
4007 Vehicle Allowance	750.00	750.00	195.60	0.00	0.00	554.50	26.1
4010 Workers Compensation Insurance	1,300.00	1,300.00	0.00	0.00	0.00	1,300.00	0.0
4011 Medical Insurance	5,800.00	5,800.00	2,660.50	520.10	0.00	3,139.50	44.8
4015 Federal Payroll Tax -FICA	4,500.00	4,500.00	2,278.75	511.18	0.00	2,221.25	50.6
4018 State Payroll Taxes	1,400.00	1,400.00	65.67	19.20	0.00	1,334.33	4.7
SALARIES AND BENEFITS	80,200.00	80,200.00	35,308.59	7,734.64	0.00	44,891.41	44.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	800.00	800.00	40.32	40.32	0.00	759.68	5.0
5010 Publications & Legal Notices	150.00	150.00	38.80	38.80	0.00	111.20	25.9
5012 Printing	500.00	500.00	158.72	28.51	0.00	341.28	31.7
5014 Postage	200.00	200.00	161.67	29.63	0.00	38.33	80.8
5016 Office Supplies	1,250.00	1,250.00	193.11	74.82	0.00	1,056.89	15.4
5017 Community Events	5,000.00	5,000.00	2,611.82	141.61	0.00	2,388.18	52.2
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	665.60	187.35	0.00	1,134.40	37.0
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	16,900.00	16,900.00	10,070.04	541.04	0.00	6,829.96	59.6
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	5,500.00	5,500.00	1,656.17	241.17	0.00	3,843.83	30.1

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Rossmoor Community

For the Period: 7/1/2011 to 11/30/2011		Original Bud	Amended Bud	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Function:								
Dept: 20 RECREATION								
	CONTRACT SERVICES	5,500.00	5,500.00	1,656.17	241.17	0.00	3,843.83	30.1
	Acct Class: 60 CAPITAL EXPENDITURES							
6010	Equipment	2,000.00	2,000.00	-746.49	0.00	0.00	2,746.49	-37.3
	CAPITAL EXPENDITURES	2,000.00	2,000.00	-746.49	0.00	0.00	2,746.49	-37.3
	RECREATION	104,600.00	104,600.00	46,288.31	8,516.85	0.00	58,311.69	44.3
Dept: 30 ROSSMOOR PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	28,600.00	28,600.00	12,043.11	2,436.97	0.00	16,556.89	42.1
4002	Salaries - Part-time (3)	5,670.00	5,670.00	3,386.56	785.22	0.00	2,283.44	59.7
4003	Salaries - Overtime	1,100.00	1,100.00	588.85	78.19	0.00	511.15	53.5
4005	Salaries - Event Attendant	500.00	500.00	268.95	57.75	0.00	231.05	53.6
4010	Workers Compensation Insurance	2,600.00	2,600.00	0.00	0.00	0.00	2,600.00	0.0
4011	Medical Insurance	7,000.00	7,000.00	3,212.40	642.48	0.00	3,787.60	45.9
4015	Federal Payroll Tax -FICA	2,650.00	2,650.00	1,242.76	256.25	0.00	1,407.24	46.9
4018	State Payroll Taxes	550.00	550.00	40.21	20.70	0.00	509.79	7.3
	SALARIES AND BENEFITS	48,670.00	48,670.00	20,782.84	4,277.56	0.00	27,887.16	42.7
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	300.00	300.00	38.80	38.80	0.00	261.20	12.9
5012	Printing	300.00	300.00	64.34	0.00	0.00	235.66	21.4
5014	Postage	100.00	100.00	47.30	10.14	0.00	52.70	47.3
5016	Office Supplies	700.00	700.00	93.79	37.36	0.00	606.21	13.4
5018	Janitorial Supplies	1,800.00	1,800.00	747.61	0.00	0.00	1,052.39	41.5
5020	Telephone	1,600.00	1,600.00	665.60	187.35	0.00	934.40	41.6
5022	Utilities	44,000.00	44,000.00	12,568.68	1,807.47	0.00	31,431.31	28.6
5025	Sewer Tax	676.00	676.00	369.68	0.00	0.00	306.32	54.7
5030	Vehicle Maintenance (4)	750.00	750.00	586.39	128.17	0.00	163.61	78.2
5032	Building & Grounds-Maintenance	25,000.00	25,000.00	4,289.73	531.44	0.00	20,710.27	17.2
5034	Alarm Systems	650.00	650.00	223.49	90.79	0.00	426.51	34.4
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	700.00	700.00	145.20	0.00	0.00	554.80	20.7
5052	Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
	OPERATIONS AND MAINTENANCE	77,576.00	77,576.00	19,840.62	2,831.52	0.00	57,735.38	25.6
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	35,500.00	35,500.00	15,142.50	7,522.50	0.00	17,357.50	51.1
5656	Tree Trimming (5)	1,000.00	1,000.00	827.78	154.43	0.00	172.22	82.8
5670	Other Professional Services	5,400.00	5,400.00	1,971.39	228.83	0.00	3,428.61	36.5
	CONTRACT SERVICES	41,900.00	41,900.00	20,941.67	7,905.76	0.00	20,958.33	50.0
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	1,000.00	1,000.00	-23.60	158.98	0.00	1,023.60	-2.4
	CAPITAL EXPENDITURES	1,000.00	1,000.00	-23.60	158.98	0.00	1,023.60	-2.4
	ROSSMOOR PARK	169,146.00	169,146.00	61,541.53	15,173.82	0.00	107,604.47	36.4
Dept: 40 MONTECITO CENTER								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	23,400.00	23,400.00	10,062.20	2,057.16	0.00	13,337.80	43.0
4002	Salaries - Part-time	3,300.00	3,300.00	1,635.36	149.78	0.00	1,664.64	49.6
4003	Salaries - Overtime	750.00	750.00	433.51	61.56	0.00	316.49	57.8
4005	Salaries - Event Attendant	2,500.00	2,500.00	1,026.90	220.50	0.00	1,473.10	41.1
4010	Workers Compensation Insurance	1,900.00	1,900.00	0.00	0.00	0.00	1,900.00	0.0
4011	Medical Insurance	5,700.00	5,700.00	2,600.50	520.10	0.00	3,099.50	45.6
4015	Federal Payroll Tax -FICA	2,200.00	2,200.00	979.33	188.45	0.00	1,220.67	44.5
4018	State Payroll Taxes	500.00	500.00	66.13	19.62	0.00	433.87	13.2

REVENUE/EXPENDITURE REPORT
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Rosemeor Community

For the Period: 7/1/2011 to 11/30/2011

Fund: 10 - GENERAL FUND

Expenditures

Function:

Dept: 40 MONTECITO CENTER

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal.	% Bud
SALARIES AND BENEFITS	40,250.00	40,250.00	16,803.93	3,200.15	0.00	23,446.07	41.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	150.00	150.00	38.80	38.80	0.00	111.20	25.9
5012 Printing	150.00	150.00	64.34	0.00	0.00	85.66	42.9
5014 Postage	100.00	100.00	47.30	10.14	0.00	52.70	47.3
5016 Office Supplies	900.00	900.00	93.79	37.36	0.00	806.21	10.4
5018 Janitorial Supplies	1,850.00	1,850.00	747.61	0.00	0.00	1,102.39	40.4
5020 Telephone	1,650.00	1,650.00	665.60	187.35	0.00	984.40	40.3
5022 Utilities	3,500.00	3,500.00	1,145.04	454.98	0.00	2,354.96	32.7
5025 Sewer Tax	567.00	567.00	310.45	0.00	0.00	256.55	54.8
5030 Vehicle Maintenance (A)	750.00	750.00	566.38	128.17	0.00	163.62	78.2
5032 Building & Grounds-Maintenance	4,000.00	4,000.00	1,393.97	236.68	0.00	2,606.03	34.8
5034 Alarm Systems	500.00	500.00	221.15	80.24	0.00	278.85	44.2
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	15,217.00	15,217.00	5,314.43	1,185.72	0.00	9,902.57	34.9
Acct Class: 58 CONTRACT SERVICES							
5855 Landscape Maintenance	3,800.00	3,800.00	1,475.00	295.00	0.00	2,325.00	38.8
5856 Tree Trimming	1,000.00	1,000.00	827.78	154.43	0.00	172.22	82.8
5870 Other Professional Services	5,400.00	5,400.00	1,971.15	228.83	0.00	3,428.85	36.5
CONTRACT SERVICES	10,200.00	10,200.00	4,273.93	678.26	0.00	5,926.07	41.9
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	-82.67	40.00	0.00	562.67	-12.5
CAPITAL EXPENDITURES	500.00	500.00	-82.67	40.00	0.00	562.67	-12.5
MONTECITO CENTER	66,167.00	66,167.00	26,329.62	5,104.13	0.00	39,837.38	39.8
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full time	28,600.00	28,600.00	12,043.11	2,436.97	0.00	16,556.89	42.1
4002 Salaries - Part-time (3)	5,670.00	5,670.00	4,446.61	785.22	0.00	1,223.39	78.4
4003 Salaries - Overtime	1,100.00	1,100.00	718.65	184.81	0.00	381.35	65.3
4005 Salaries - Event Attendant	2,500.00	2,500.00	1,567.65	220.50	0.00	932.35	62.7
4010 Workers Compensation Insurance	2,600.00	2,600.00	0.00	0.00	0.00	2,600.00	0.0
4011 Medical Insurance	7,000.00	7,000.00	3,212.50	642.50	0.00	3,787.50	45.9
4015 Federal Payroll Tax -FICA	2,650.00	2,650.00	1,453.68	276.69	0.00	1,196.32	54.9
4018 State Payroll Taxes	750.00	750.00	80.29	29.32	0.00	669.71	10.7
SALARIES AND BENEFITS	50,870.00	50,870.00	23,522.49	4,576.21	0.00	27,347.51	46.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	38.80	38.80	0.00	461.20	7.8
5012 Printing	500.00	500.00	64.35	0.00	0.00	435.65	12.9
5014 Postage	100.00	100.00	47.30	10.14	0.00	52.70	47.3
5016 Office Supplies	900.00	900.00	93.77	37.36	0.00	806.23	10.4
5018 Janitorial Supplies	2,000.00	2,000.00	749.85	0.00	0.00	1,250.15	37.5
5020 Telephone	1,800.00	1,800.00	665.60	187.35	0.00	1,134.40	37.0
5022 Utilities	50,000.00	50,000.00	24,801.43	1,548.90	0.00	25,198.57	49.6
5025 Sewer Tax	2,586.00	2,586.00	1,414.79	0.00	0.00	1,171.21	54.7
5030 Vehicle Maintenance (4)	750.00	750.00	586.04	128.17	0.00	163.96	78.1
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	6,933.84	1,011.78	0.00	23,066.16	23.1
5034 Alarm Systems	750.00	750.00	302.16	18.24	0.00	447.84	40.3
5045 Miscellaneous Expenditures	1,200.00	1,200.00	0.00	0.00	0.00	1,200.00	0.0
5051 Equipment Rental	1,500.00	1,500.00	145.20	0.00	0.00	1,354.80	9.7
5052 Minor Facility Repairs	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0

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Rossmoor Community

For the Period: 7/1/2011 to 11/30/2011
Fund: 10 - GENERAL FUND

Expenditures

Function:

Dept: 50 RUSH PARK

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal.	% Bud
OPERATIONS AND MAINTENANCE	97,086.00	97,086.00	35,843.13	2,978.74	0.00	61,242.87	36.9
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	35,500.00	35,500.00	17,950.00	7,330.00	0.00	17,550.00	50.6
5656 Tree Trimming	1,000.00	1,000.00	827.78	154.43	0.00	172.22	82.8
5670 Other Professional Services	5,400.00	5,400.00	1,971.15	228.83	0.00	3,428.85	36.5
CONTRACT SERVICES	41,900.00	41,900.00	20,748.93	7,713.26	0.00	21,151.07	49.5
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	459.81	158.97	0.00	40.19	92.0
CAPITAL EXPENDITURES	500.00	500.00	459.81	158.97	0.00	40.19	92.0
RUSH PARK	190,356.00	190,356.00	80,574.36	15,427.18	0.00	109,781.64	42.3
Dept: 60 STREET LIGHTING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	480.00	480.00	221.89	62.46	0.00	258.11	46.2
OPERATIONS AND MAINTENANCE	480.00	480.00	221.89	62.46	0.00	258.11	46.2
Acct Class: 56 CONTRACT SERVICES							
5650 Lighting and Maintenance	98,000.00	98,000.00	44,047.76	8,791.42	0.00	53,952.24	44.9
CONTRACT SERVICES	98,000.00	98,000.00	44,047.76	8,791.42	0.00	53,952.24	44.9
STREET LIGHTING	98,480.00	98,480.00	44,269.65	8,853.88	0.00	54,210.35	45.0
Dept: 65 ROSSMOOR WALL							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	1,800.00	1,800.00	2,046.91	0.00	0.00	-246.91	113.7
5032 Building & Grounds Maintenance	100.00	100.00	9.00	0.00	0.00	91.00	9.0
OPERATIONS AND MAINTENANCE	1,900.00	1,900.00	2,055.91	0.00	0.00	-155.91	108.2
ROSSMOOR WALL	1,900.00	1,900.00	2,055.91	0.00	0.00	-155.91	108.2
Dept: 70 STREET SWEEPING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	600.00	600.00	221.89	62.46	0.00	378.11	37.0
5030 Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	600.00	600.00	221.89	62.46	0.00	378.11	37.0
Acct Class: 56 CONTRACT SERVICES							
5642 Street Sweeping	51,000.00	51,000.00	12,923.17	0.00	0.00	38,076.83	25.3
CONTRACT SERVICES	51,000.00	51,000.00	12,923.17	0.00	0.00	38,076.83	25.3
STREET SWEEPING	51,600.00	51,600.00	13,145.06	62.46	0.00	38,454.94	25.5
Dept: 80 PARKWAY TREES							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5014 Postage	500.00	500.00	171.05	4.16	0.00	328.95	34.2
5016 Office Supplies	200.00	200.00	16.21	6.95	0.00	183.79	8.1
5020 Telephone	900.00	900.00	443.72	124.90	0.00	456.28	49.3
5030 Vehicle Maintenance	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	2,200.00	2,200.00	630.98	136.01	0.00	1,569.02	28.7
Acct Class: 56 CONTRACT SERVICES							
5656 Tree Trimming	71,000.00	71,000.00	51,787.83	9,780.28	0.00	19,212.17	72.9
5660 TREE REMOVAL	3,700.00	3,700.00	437.50	797.50	0.00	3,262.50	11.8

REVENUE/EXPENDITURE REPORT

November 2011 @ 41.67%

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Rossmore Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Function:							
Dept: 80 PARKWAY TREES							
Acct Class: 56 CONTRACT SERVICES							
5664 Tree Watering Program	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
5670 Other Professional Services	38,000.00	38,000.00	12,777.90	3,123.34	0.00	25,222.10	33.6
CONTRACT SERVICES	113,700.00	113,700.00	65,003.23	13,701.12	0.00	48,696.77	57.2
Acct Class: 60 CAPITAL EXPENDITURES							
6015 Trees	15,000.00	15,000.00	11,247.10	11,067.50	0.00	3,752.90	75.0
CAPITAL EXPENDITURES	15,000.00	15,000.00	11,247.10	11,067.50	0.00	3,752.90	75.0
PARKWAY TREES	130,900.00	130,900.00	76,881.31	24,904.63	0.00	54,018.69	58.7
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	750.00	750.00	247.61	49.97	0.00	502.39	33.0
4002 Salaries - Part-time	285.00	285.00	146.70	16.64	0.00	138.30	51.5
4003 Salaries - Overtime	20.00	20.00	18.77	1.70	0.00	1.23	93.9
4010 Workers Compensation Insurance	125.00	125.00	0.00	0.00	0.00	125.00	0.0
4015 Federal Payroll Tax -FICA	65.00	65.00	31.54	5.23	0.00	33.46	48.5
4018 State Payroll Taxes	10.00	10.00	1.33	0.89	0.00	8.67	13.3
SALARIES AND BENEFITS	1,255.00	1,255.00	445.95	74.43	0.00	809.05	35.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	500.00	500.00	221.87	62.45	0.00	278.13	44.4
5022 Utilities	6,000.00	6,000.00	3,217.03	675.26	0.00	2,782.97	53.6
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	616.79	0.00	0.00	383.21	61.7
5045 Miscellaneous Expenditures	200.00	200.00	0.00	0.00	0.00	200.00	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	190.54	0.00	0.00	9.46	95.3
OPERATIONS AND MAINTENANCE	8,100.00	8,100.00	4,246.23	737.71	0.00	3,853.77	52.4
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	4,000.00	4,000.00	1,475.00	295.00	0.00	2,525.00	36.9
5656 Tree Trimming	500.00	500.00	275.86	51.46	0.00	224.14	55.2
5670 Other Professional Services	300.00	300.00	17.04	4.92	0.00	282.96	5.7
CONTRACT SERVICES	4,800.00	4,800.00	1,767.90	351.38	0.00	3,032.10	36.8
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
MINI-PARKS AND MEDIANS	14,405.00	14,405.00	6,460.08	1,163.52	0.00	7,944.92	44.8
Function:	1,134,794.00	1,134,794.00	482,267.31	100,436.12	0.00	652,526.69	42.5
Expenditures	1,134,794.00	1,134,794.00	482,267.31	100,436.12	0.00	652,526.69	42.5
Net Effect for GENERAL FUND	83,306.00	83,306.00	-339,756.99	-37,751.90	0.00	423,062.99	-407.8
Change in Fund Balance:			-339,756.99				

REVENUE/EXPENDITURE REPORT
November 2011 @ 41.67%

Rosemoor Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal.	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Function:							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	382,500.00	382,500.00	50,444.70	47,132.40	0.00	332,055.30	13.2
3101 Property assessments-prior yr	7,500.00	7,500.00	3,281.82	188.25	0.00	4,218.18	43.8
ASSESSMENTS	390,000.00	390,000.00	53,726.52	47,320.65	0.00	336,273.48	13.8
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
USE OF MONEY AND PROPERTY	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	13,800.00	13,800.00	0.00	0.00	0.00	13,800.00	0.0
OTHER REVENUE	13,800.00	13,800.00	0.00	0.00	0.00	13,800.00	0.0
Dept: 00	408,800.00	408,800.00	53,726.52	47,320.65	0.00	355,073.48	13.1
Function:	408,800.00	408,800.00	53,726.52	47,320.65	0.00	355,073.48	13.1
Revenues	408,800.00	408,800.00	53,726.52	47,320.65	0.00	355,073.48	13.1
Expenditures							
Function:							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5619 Bond Trustee	2,875.00	2,875.00	2,875.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES	2,875.00	2,875.00	2,875.00	0.00	0.00	0.00	100.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	150,000.00	150,000.00	111,183.10	0.00	0.00	38,816.90	74.1
5801 Interest	146,555.00	146,555.00	75,565.00	0.00	0.00	70,990.00	51.6
DEBT SERVICE	296,555.00	296,555.00	186,748.10	0.00	0.00	109,806.90	63.0
Acct Class: 66 OTHER FINANCING USES							
6600 Transfer out to other funds	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0.0
OTHER FINANCING USES	120,000.00	120,000.00	0.00	0.00	0.00	120,000.00	0.0
RUSH PARK	419,430.00	419,430.00	189,623.10	0.00	0.00	229,806.90	45.2
Function:	419,430.00	419,430.00	189,623.10	0.00	0.00	229,806.90	45.2
Expenditures	419,430.00	419,430.00	189,623.10	0.00	0.00	229,806.90	45.2
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	-10,630.00	-10,630.00	-135,896.58	47,320.65	0.00	125,268.58	1,278.4
Change in Fund Balance:			-135,896.58				

REVENUE/EXPENDITURE REPORT
November 2011 @ 41.67%

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Rosemoor Community

For the Period: 7/1/2011 to 11/30/2011	Original Bud	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnrecBal	% Bud
Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL							
Revenues							
Function:							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	85,700.00	85,700.00	10,992.00	10,992.00	0.00	74,708.00	12.8
3101 Property assessments-prior yr	2,300.00	2,300.00	537.25	41.63	0.00	1,762.75	23.4
ASSESSMENTS	88,000.00	88,000.00	11,529.25	11,033.63	0.00	76,470.75	13.1
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	89,000.00	89,000.00	11,529.25	11,033.63	0.00	77,470.75	13.0
Function:	89,000.00	89,000.00	11,529.25	11,033.63	0.00	77,470.75	13.0
Revenues	89,000.00	89,000.00	11,529.25	11,033.63	0.00	77,470.75	13.0
Expenditures							
Function:							
Dept: 65 ROSSMOOR WALL							
Acct Class: 56 CONTRACT SERVICES							
5619 Bond Trustee	2,530.00	2,530.00	2,530.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES	2,530.00	2,530.00	2,530.00	0.00	0.00	0.00	100.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	55,000.00	55,000.00	55,000.00	0.00	0.00	0.00	100.0
5801 Interest	25,665.00	25,665.00	13,630.00	0.00	0.00	12,035.00	53.1
DEBT SERVICE	80,665.00	80,665.00	68,630.00	0.00	0.00	12,035.00	85.1
ROSSMOOR WALL	83,195.00	83,195.00	71,160.00	0.00	0.00	12,035.00	85.5
Function:	83,195.00	83,195.00	71,160.00	0.00	0.00	12,035.00	85.5
Expenditures	83,195.00	83,195.00	71,160.00	0.00	0.00	12,035.00	85.5
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL	5,805.00	5,805.00	-59,630.75	11,033.63	0.00	65,435.75	-1,027.2
Change in Fund Balance:			-59,630.75				

REVENUE/EXPENDITURE REPORT
November 2011 @ 41.67%

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Rossmoor Community

For the Period: 7/1/2011 to 11/30/2011

	Original Bud	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS							
Revenues							
Function:							
Dept: 00							
Acct Class: 35 OTHER REVENUE							
3620 OTHER SOURCES	165,088.00	165,088.00	0.00	0.00	0.00	165,088.00	0.0
OTHER REVENUE	165,088.00	165,088.00	0.00	0.00	0.00	165,088.00	0.0
Acct Class: 36 OTHER FINANCING SOURCES							
3600 TRANSFER IN/OUT OTHER FUNDS	130,000.00	130,000.00	0.00	0.00	0.00	130,000.00	0.0
OTHER FINANCING SOURCES	130,000.00	130,000.00	0.00	0.00	0.00	130,000.00	0.0
Dept: 00	295,088.00	295,088.00	0.00	0.00	0.00	295,088.00	0.0
Function:	295,088.00	295,088.00	0.00	0.00	0.00	295,088.00	0.0
Revenues							
	295,088.00	295,088.00	0.00	0.00	0.00	295,088.00	0.0
Expenditures							
Function:							
Dept: 30 ROSSMOOR PARK							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	21,275.00	21,275.00	25,900.00	13,800.00	0.00	-4,625.00	121.7
CAPITAL EXPENDITURES	21,275.00	21,275.00	25,900.00	13,800.00	0.00	-4,625.00	121.7
ROSSMOOR PARK	21,275.00	21,275.00	25,900.00	13,800.00	0.00	-4,625.00	121.7
Dept: 40 MONTECITO CENTER							
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
CONTRACT SERVICES	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
6006 Permits Licenses Fees	5,500.00	5,500.00	0.00	0.00	0.00	5,500.00	0.0
CAPITAL EXPENDITURES	60,500.00	60,500.00	0.00	0.00	0.00	60,500.00	0.0
MONTECITO CENTER	65,000.00	65,000.00	0.00	0.00	0.00	65,000.00	0.0
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	11,715.00	11,715.00	4,600.00	4,600.00	0.00	7,115.00	39.3
CONTRACT SERVICES	11,715.00	11,715.00	4,600.00	4,600.00	0.00	7,115.00	39.3
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	97,100.00	97,100.00	0.00	0.00	0.00	97,100.00	0.0
6006 Permits Licenses Fees	4,855.00	4,855.00	0.00	0.00	0.00	4,855.00	0.0
CAPITAL EXPENDITURES	101,955.00	101,955.00	0.00	0.00	0.00	101,955.00	0.0
RUSH PARK	113,670.00	113,670.00	4,600.00	4,600.00	0.00	109,070.00	4.0
Dept: 75 CAPITAL PROJECTS							
Acct Class: 60 OPERATIONS AND MAINTENANCE							
5045 Miscellaneous Expenditures	14,750.00	14,750.00	0.00	0.00	0.00	14,750.00	0.0
OPERATIONS AND MAINTENANCE	14,750.00	14,750.00	0.00	0.00	0.00	14,750.00	0.0
CAPITAL PROJECTS	14,750.00	14,750.00	0.00	0.00	0.00	14,750.00	0.0
Function:	214,695.00	214,695.00	30,500.00	18,400.00	0.00	184,195.00	14.2

REVENUE/EXPENDITURE REPORT

November 2011 @ 41.67%

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Roanoke Community

For the Period: 7/1/2011 to 11/30/2011

Fund: 42 - CAPITAL PROJECTS CONTRIBUTIONS

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Expenditures:	214,695.00	214,695.00	30,500.00	18,400.00	0.00	184,195.00	14.2
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	80,393.00	80,393.00	-30,500.00	-18,400.00	0.00	110,893.00	-37.9
Change in Fund Balance:			-30,500.00				
Grand Total Net Effect:	158,874.00	158,874.00	-565,784.32	2,202.38	0.00	724,658.32	

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - FINANCIAL REPORT
NOVEMBER 2011
EXPENDITURES**

* #1 Insurance - Liability 10-10-5002, 10-65-5002	Annual Insurance paid in July. Will be adjusted in Amended Budget.
#2 Salaries 10-20-4002	Recreation coverage needed due to staff leave. Will be adjusted in Amended Budget
#3 Salaries 10-30-4002, 10-50-4002	Additional coverage needed for change and training of staff. Will be adjusted in Amended Budget
* #4 Vehicle Maintenance 10-30-5030, 10-40-5030, 10-50-5030	District truck painted.
* #5 Tree Trimming 10-30-5856, 10-40-5856, 10-50-5856, 10-80-5856	Majority of tree trimming for this fiscal year has been scheduled and paid for.

* *Noted in previous month(s). However, explanation is still warranted and valid.*

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
SUBJECT: RESOLUTION NO. 12-01-10-01-LIST OF OFFICIALS
AUTHORIZED TO TRANSACT BUSINESS WITH THE
DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

RECOMMENDATION:

Approve by roll call vote, Resolution No. 12-01-10-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT'S INVESTMENTS, SAVINGS OR OTHER FINANCIAL ACCOUNTS.

BACKGROUND:

The District has elected new Board officers. This necessitates updating the District's banking signature forms authorizing new officials to transact business with its financial institutions which house the District's investments, savings and other financial accounts. Attached is a list of proposed officials for such authorization.

ATTACHMENTS:

1. Resolution No.12-01-10-01
2. List of Officials Authorized to Transact Business with the District's Banks and other Financial Institutions.
3. Policy No. 4055 District Bank and Investment Accounts.

RESOLUTION NO. 12-01-10-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT DESIGNATING CERTAIN DISTRICT OFFICIALS TO TRANSACT BUSINESS WITH FINANCIAL INSTITUTIONS WHICH HOUSE THE DISTRICT'S INVESTMENTS, SAVINGS, OR OTHER FINANCIAL ACCOUNTS

WHEREAS, the Rossmoor Community Services District did hold elections for new Board officers at its Regular Meeting on January 10, 2012.

WHEREAS, those Board officers assumed their elective duties at its Regular Meeting on January 10, 2012.

WHEREAS, District Policy No. 4055 Authorized Signatures for Bank Accounts designates the Board President, 1st Vice President, 2nd Vice President, and General Manager as authorized to sign checks.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District hereby designates those persons identified on the attached Exhibit "A" to transact business with financial institutions which house the District's funds.

BE IT FURTHER RESOLVED, that the Board of Directors of the Rossmoor Community Services District hereby designates the District's Accountant/Bookkeeper as authorized to have access to transfer funds to and from the District's financial accounts.

AYES:

NOES:

ABSENT:

ABSTAIN:

SIGNED, AND ADOPTED this 10th day of January 2012.

By: _____
President
Rossmoor Community Services District

ATTEST:

Henry Taboada, Secretary
Rossmoor Community Services District

EXHIBIT A

LIST OF DISTRICT OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

- PRESIDENT
-
- 1ST VICE PRESIDENT

- 2ND VICE PRESIDENT

- GENERAL MANAGER HENRY TABOADA

- ACCOUNTANT/BOOKKEEPER KATHLEEN BELL (Access only)

Rossmoor Community Services District

Policy

No. 4055

DISTRICT BANK AND INVESTMENT ACCOUNTS

4055.10 Authorized Signatures For Bank and Investment Accounts: Each District bank account opened or closed shall require two signatures from official signatories. Each investment account opened or closed shall require two signatures from official signatories unless it is a maturing (closed) time certain investment e.g. CD.

4055.11 Investment Account Approvals: Any transaction involving a District investment account other than LAIF, shall have been reviewed by the Investment Committee and approved by the Board.

4055.12 Check Signing Approvals: Two signatures from official signatories shall be required on each check issued by the District.

4055.20 Official Signatories: The following named officials of the District are authorized signatories:
President, 1st Vice President, 2nd Vice President and General Manager.

4065.30 Proceeds from Closed Accounts: Any proceeds from a closed banking account, investment account and interest or dividend payment shall be immediately deposited into the District's checking or LAIF account.

4055.40 Reinvestment of Funds from a Closed Account: As soon as practicable thereafter, the Investment Committee shall meet *and* recommend to the Board the *reinvestment* of proceeds *and* other monies from a closed account. The Board shall determine the final placement of such funds.

Adopted: Resolution 87-5, January 28, 1987
Approved renumbering & format: October 8, 2002
Reaffirmed: June 10, 2003
Amended: July 12, 2005
Amended: July 13, 2010

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
SUBJECT: RESOLUTION NO. 12-01-10-02 REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION:

Approve by roll call vote, Resolution No.12-01-10-02 by reading the title only and waiving further reading as follows:

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

BACKGROUND:

A claim has been filed by Mr. Jeff A. Turner residing at 6017 Arbor Rd., Lakewood CA 90713, alleging damage to his property caused by a parkway tree at 2921 Aceca Dr., Rossmoor, CA 90720. This claim was forwarded to Special District Risk Management Authority (SDRMA) who provides insurance for the District. They are advising the District to reject this claim.

The attached Resolution formally rejects the tort claim. Further action on this matter will be conducted in accordance with established liability claim procedures as recommended by SDRMA. The Resolution states that the District has 45 days to act when the claim is properly submitted. In this case, the 45 day period has lapsed because the claim contained insufficient information to properly advise the District.

Attached is a letter from SDRMA to Mr. Turner asking for contact information in order to properly process the claim. By rejection of this claim, the matter will be turned back over to SDRMA for their decision on whether or not to pay the claim.

ATTACHMENTS:

1. Letter dated December 7, 2011 from SDRMA to Mr. Jeff Turner.
2. Resolution No.12-01-10-02 Rejection of Claim.
3. Claim: Dated November 17, 2012.



Special District Risk
Management Authority

Maximizing Protection
Minimizing Risk

1112 I Street, Suite 300
Sacramento, California 95814-2865
T 916.231.4141
F 916.231.4111
toll free 800.537.7790
www.sdrma.org

December 7, 2011

Jeff Turner

[Redacted]

Lakewood, CA 90713

RE:	Our Member:	Rossmoor Community Services District
	Claim No.:	PD1112004983-0001
	Date of Loss:	08/02/2011
	Policy Year:	2011-2012

Dear Mr. Turner:

Rossmoor CSD is a member of the Special District Risk Management Authority (SDRMA). The District has forwarded your claim to our office for further investigation.

Your claim did not include a telephone number. Please give me a call to discuss further.

Sincerely,
Special District Risk Management Authority

Karen Lafferty, AIC
Sr. Claims Examiner
klafferty@sdrma.org

ROSSMOOR COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 12-01-10-01

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

WHEREAS, a claim for monetary damages (Claim) was presented by Mr. Jeff A. Turner dated November 17, 2011 against the Rossmoor Community Services District for property damages; and

WHEREAS, California Government Code Section 912.4(a) provides that when a claim is presented to a local public entity, that local public entity has forty-five (45) days to act upon when said claim is properly submitted; and

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

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

BE IT FURTHER RESOLVED that the District’s General Manager is authorized to give notice to Jeff A. Turner of this Board’s decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action on the Claim. Such notice, together with a copy of this Resolution, shall be served upon Jeff A. Turner on or before January 29, 2012.

PASSED AND ADOPTED at a Meeting of the Board of Directors of the Rossmoor Community Services District held this 10th day of January 10, 2012 by the following vote:

AYES: Casey, Coletta, Kahlert, Maynard, Rips.

NOES: None

ABSTAIN: None

ABSENT: None

President
Rossmoor Community Services District

ATTEST:

Henry Taboada, Secretary

ROSSMOOR COMMUNITY SERVICES DISTRICT

Attachment 3

CLAIM FORM

(Please Type or Print)



CLAIM AGAINST ROSSMOOR COMMUNITY SERVICES DISTRICT

Claimant's name: JEFF A. TURNER DOB: [REDACTED]

Claimant's address: [REDACTED], LAKEWOOD, CA 90713

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

Date of incident/accident: August 2, 2011 approximately 2:00 pm

Date injuries, damages, or losses were discovered: August 2, 2011

Location of incident/accident: 2921 ACECA DR., ROSSMOOR, CA 90720

What did District or employee do to cause this loss, damage, or injury? IMPROPER TREE maintenance. Failure to inspect trees on the street..
(Use back of this form or separate sheet if necessary to answer this question in detail.)

What are the names of the entity's employees who caused this injury, damage, or loss (if known)? N/A

What specific injuries, damages, or losses did claimant receive? EXTENSIVE body damage to my truck. (approx. \$8,000)
(Use back of this form or separate sheet if necessary to answer this question in detail.)

What amount of money is claimant seeking or, if the amount is in excess of \$10,000, which is the appropriate court of jurisdiction. Note: If Superior and Municipal Courts are consolidated, you must represent whether it is a "limited civil case" [see Government Code 910(f)]
\$ 169.61

How was this amount calculated (please itemize)? Charged by The Hertz Corp. for car rental. (copy of receipt attached)
(Use back of this form or separate sheet if necessary to answer this question in detail.)

Have you filed a claim with you insurance carrier? Yes No

Date Signed: Nov. 17, 2011 Signature: [Handwritten Signature]

If signed by representative:
Representative's Name _____ Address _____
Telephone # _____
Relationship to Claimant _____

Hertz

TURNER, JEFFREY

1 RN RR H48585246

VEHICLE 01298/8768863 VIN# 1GNKVJED7BJ343792
 LIC CA 6RUW069CLS L4 11 CHEVY FUEL: 4/8 OUT 4/8 IN
 CDP 1702596 STATE FARM-BAKERSFIELD SELF PA
 CLM# 7501N630
 PREPARED BY: 4504/CALAE01 COMPLETED BY: 1409/CALAE01
 RENTED: 08/08/2011 15:12 @ LAKEWOOD PLAZA HLE
 RETURN: 08/11/2011 15:00 @ LAKEWOOD PLAZA HLE
 PLAN IN: HLE ST PLAN OUT: RATE CLASS L4

MILEAGE IN	10024	TR-X MILES	0
MILEAGE OUT	9704	MILES ALLOWED	0
MILES DRIVEN	320	MILES CHARGED	0.00
BASE RATE	4	@ \$ 38.99 /DAY	\$ 155.96

ADJUSTMENTS			
SUBTOTAL		T \$	155.96
LDW	DECLINED	\$	
LIS	DECLINED	\$	
PAI.PEC	DECLINED	\$	
		F	

FUEL TAX	3.75 %		
TAX	12.50 % ON EST. TAXABLE TTL. \$155.96	\$	13.65
COMPANY CHARGE		\$	169.61
CUSTOMER CHARGE		\$	169.61
CHARGED ON: MC	XXXXXXXXXXXXX6361	\$	0.00
CUSTOMER BALANCE		\$	

HOW WAS YOUR EXPERIENCE? WE'D LIKE YOUR FEEDBACK.

- 1) Visit WWW.HERTZSURVEY.COM
- 2) Enter Access Code: 07118
- 3) Take Brief Survey

STATEMENT OF CHARGES - NOT VALID FOR RENTAL
 Renting Company - The Hertz Corporation

CITIZEN SERVICE REQUEST

ROSSMOOR
 COMMUNITY SERVICES DISTRICT
 3001 Blume Drive
 Rossmoor, California 90720
 (562) 430-3707



1	REQUESTED SERVICE	PARKWAY TREES:	NO: 1001672
<input type="checkbox"/> STREET SWEEPING <input type="checkbox"/> PARK MAINTENANCE <input type="checkbox"/> STREET LIGHT(S) <input type="checkbox"/> DIRECTORY <input type="checkbox"/> MEDIAN MAINTENANCE <input type="checkbox"/> OTHER <input type="checkbox"/> REC. FACILITIES		<input type="checkbox"/> TRIM <input type="checkbox"/> REPLACE <input type="checkbox"/> FALLEN BRANCH <input type="checkbox"/> PLANT <input type="checkbox"/> RELOCATE <input type="checkbox"/> REMOVE <input type="checkbox"/> DISEASED <input type="checkbox"/> FALLEN TREE <input type="checkbox"/> ROOTS <input type="checkbox"/> INSECTS <input checked="" type="checkbox"/> TREE OTHER	
CITIZEN NAME Jeff Turner		CONTACT PERSON	
STREET ADDRESS 2921 Aceca Dr.		STREET ADDRESS	
CITY Rossmoor STATE CA ZIP CODE 90720		CITY Rossmoor STATE CA ZIP CODE 90720	
AREA CODE TELEPHONE () -		AREA CODE TELEPHONE () -	
MAJOR CROSS STREET		WORK TELEPHONE () -	
SERVICE REQUESTED Please inspect Tree. Citizen above has placed a claim for damage caused by a fallen branch.			
RECEIVED BY J.V.		DATE 11/22/2011	
2	INVESTIGATION	INSPECTOR NAME	TITLE
			DATE 11/22/2011
RESULTS			
3	CONTACTED	NAME	DATE 11/22/2011
<input type="checkbox"/> IN PERSON <input type="checkbox"/> IN WRITING <input type="checkbox"/> BY TELEPHONE <input type="checkbox"/> REQUEST TO CALL			
4	ACTION	PERFORMED BY COMPANY OR INDIVIDUAL	DATE 5/4/2010
<input type="checkbox"/> SERVICE COMPLETED:			
<input type="checkbox"/> COUNTY RESPONSIBILITY - REFERRED TO:			
<input type="checkbox"/> NONE - REASON:			

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: SECOND READING TO RESTRUCTURING OF BOARD
POLICIES RE: FISCAL/BUDGETARY CONTROLS

RECOMMENDATION:

Give second reading to proposed amendments to Policy No. 3020 Budget Preparation, Adoption and Revision and Policy No. 3021 Budgetary Control.

BACKGROUND:

At your December meeting, you gave first reading to policies regarding fiscal/budgetary control. The changes to the policy were recommended in order to standardize language in various policies regarding the spending limits of the General Manager and to define the parameters of a capital project within Fund 40. Currently, a CIP project is loosely defined as a project over \$5,000 with a shelf life of five years.

The recommended changes would be in keeping with maintaining policy control of Fund 40 and giving staff greater flexibility to manage Fund 10 departmental capital improvement budgets in a more effective and expeditious manner.

The changes to Policy No. 3020 would define CIP projects as those projects over \$10,000 and a shelf life of five years. There is no current policy which defines a CIP project. The proposed changes also define the role of the Public Works/CIP Committee with regard to the formulation of the annual budget. Unlike the Budget Committee, there is no current policy which defines the role of the Public Works/CIP Committee in this regard.

The proposed revision also provides consistency with Policy No. 3050 Purchasing which defines the General Manager's "Limits on Expenditures" as those expenditures exceeding \$5,000 be reported to the Board, but that expenditures exceeding \$10,000 be approved by the Board. As a practice, the General Manager has requested Board approval for expenditure over \$5,000. This has often delayed the purchase of equipment when needed, awaiting Board approval. The complexity of managing Fund 40 priorities with a mix of small and larger cost items is also deemed cumbersome in today's environment.

A minor change to Policy No. 3021 Budgetary Control is also recommended for consistency with Policy No. 2000 General Manager Authority and Responsibility. Eliminating the reference to Section 2000.70 allows for revision of this policy without causing a conflict with Policy No. 2000.

ATTACHMENTS:

1. Policy No. 3020 Budget Preparation, Adoption and Revision.
 - a. Current
 - b. Redline
2. Policy No. 3021 Budgetary Control.
 - a. Current
 - b. Redline
3. Policy No. 3050 Purchasing.
4. Policy No. 2000 General Manager Authority and Responsibilities.

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

3020.70 Second Public Notice: The public notice must be published a second time at least two (2) weeks before the Final Budget hearing in at least one newspaper of general circulation in accordance with Section 61110(d) of the Government Code.

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

CURRENT

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

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

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

Amended: November 9, 2004
Amended: January 11, 2005
Amended: April 10, 2007
Amended: October 9, 2007
Amended: January 13, 2009

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

REDLINE

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

CURRENT

Rossmoor Community Services District

Policy

No. 3021

BUDGETARY CONTROL

3021.10 Budgetary Control: This policy shall serve as the budget control document for the District and shall govern the movement of funds within the budget.

3021.20 Budget Elements: The District’s expense budget is structured upon Funds, Departments and Departmental categories of expense or account classes which currently include Salaries and Benefits, Operations and Maintenance, Contract Services and Capital Expenditures (each a “Category”). Each of these contains enumerated line items of expense.

3021.30 Budget Control Points: Movement or transfer of funds is controlled as follows:

3021.31 Movement or Transfer of Budgeted Amounts Between Funds or Between Departments: Board approval by Resolution is required for this transaction.

3021.32 Transfer of Budgeted Amounts Between and Among Categories : Board approval is required for this transaction.

3021.33 Transfer of Budget Amounts Within Line Items (Within a Category): The General Manager has the authority, in accordance with Policy 2000.70, to expend funds in accordance with the latest approved budget.

3021.40 Budget Approval Calendar/Revision: Budget approval and revision are governed by Policy No. 3020 Budget Preparation, Adoption and Revision.

3021.50 Purchasing Limits: Purchasing limits and control are governed by Policy No. 3050 Purchasing.

Adopted: October 9, 2007

Rossmoor Community Services District

Policy

No. 3021

BUDGETARY CONTROL

3021.10 Budgetary Control: This policy shall serve as the budget control document for the District and shall govern the movement of funds within the budget.

3021.20 Budget Elements: The District's expense budget is structured upon Funds, Departments and Departmental categories of expense or account classes which currently include Salaries and Benefits, Operations and Maintenance, Contract Services and Capital Expenditures (each a "Category"). Each of these contains enumerated line items of expense.

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3021.33 Transfer of Budget Amounts Within Line Items (Within a Category): The General Manager has the authority, in accordance with Policy 2000.70, to expend funds in accordance with the latest approved budget.

3021.40 Budget Approval Calendar/Revision: Budget approval and revision are governed by Policy No. 3020 Budget Preparation, Adoption and Revision.

3021.50 Purchasing Limits: Purchasing limits and control are governed by Policy No. 3050 Purchasing.

Adopted: October 9, 2007

Rossmoor Community Services District

Policy

No. 3050

PURCHASING

3050.10 Expense Authorization: The General Manager has the authority and responsibility for managing and expending District funds in accordance with the approved annual District Final Budget (see Policy No. 2000, General Manager Authority and Responsibilities).

3050.20 Limits on Expenditures: The General Manager shall report promptly to the Board any expenditure for equipment, supplies or contract services that exceeds \$5,000. Any contract for goods or services totaling \$10,000 or more, in any one year or any amendment or extension thereto involving a change of more than \$10,000 shall be subject to Board review and approval.

3050.30 Required Check Signatures: All District checks require two signatures in accordance with Policy No. 4055. All requests for payment shall be accompanied by an invoice or other documentation supporting the claim.

3050.40 Credit Card: The District credit card shall have a limit of \$5,000. Review of the claims and payments will be performed in the manner required by Policy 3050.30, above.

3050.50 Revolving Cash Fund: The Revolving Cash Fund for incidental expenses shall be \$400. A review of these expenditures for authorization by the approved District Budget shall be performed prior to replenishment of the fund.

3050.60 Public Works Projects: The General Manager shall conduct a competitive bid process in accordance with the Government Contract Code, including noticed bidding and sealed bids for any contract for the construction of a public works project which is estimated to cost in excess of \$25,000. The General Manager shall present the competitive bid results to the Board and the Board shall award the contract, if at all, to the lowest responsive and responsible bidder.

3050.70 Emergency Expenditures: All emergency expenditures shall be in accordance with Policy No. 2000.160.

Adopted: December 9, 2003
Amended: April 10, 2007
Amended: October 9, 2007

Rossmoor Community Services District

Policy

No. 2000

GENERAL MANAGER AUTHORITY AND RESPONSIBILITIES

2000.10 Appointment: The General Manager shall be appointed by the Board of Directors solely on the basis of executive and administrative ability and qualifications and shall hold office until the General Manager's resignation or termination by the Board. No person holding or who has held membership on the Board shall be eligible for appointment as General Manager until one (1) year has elapsed following the termination of membership on the Board for which the individual was last elected or appointed.

2000.20 Authority: The General Manager shall be the chief administrative officer of the Rossmoor Community Services District under an employment agreement with the District. The General Manager shall carry out the directions of the Board. The General Manager is responsible for the efficient administration and management of all District employees, activities and properties.

2000.30 Secretary: The General Manager is the Secretary to the Board. Duties include preparing the agenda, and attachments, in consultation with the President, for each Board meeting, taking minutes at each board meeting, preparing them for distribution to all Board members promptly after each meeting, and for performing other duties as directed by the Board or required by law. The General Manager shall also serve as Secretary and Chief Financial Officer to the Public Improvement Finance Corporation.

2000.40 Meetings: The General Manager shall attend all meetings of the Board and Committees of the Board and participate in all matters before the Board, but without a vote.

2000.50 Policies: The General Manager is responsible for the administration of all policies approved by the Board and for assuring that District employees adhere to all applicable policies. The General Manager may also recommend new policies or revisions to policies for consideration by the Board.

2000.60 Procedures: The General Manager is responsible for developing and completing written procedures for use by staff in the performance of their duties in the most cost effective and efficient manner. These procedures shall be available to all District employees.

2000.70 Staff: The General Manager shall hire, train, conduct employee performance evaluations, discipline and, when necessary, terminate employees of the District. The General Manager shall create positions of employment, organize the staff, and direct resources to accomplish the functions of the District. The General Manager is also responsible for developing and completing a Job Description which will cover the minimum qualifications (education, experience, skills, etc.) needed and the duties to be performed for each job that exists within the District. All Job Descriptions shall be contained in a Personnel Manual and posted in the District's computer system available to all employees. The General Manager is also responsible for preparing a Salary Plan for each classification and submitting the Plan to the Board annually, as a part of the Preliminary Budget.

2000.80 Budget and Finances: The General Manager is responsible for preparing and submitting an annual Preliminary, Final and Mid-year Budget to the Board. Such budgets shall include a multi-year Capital Improvement Program (CIP). The General Manager shall also be responsible for expending funds in conformity with the approved Budget and preparing and submitting a Revenue and Expenditures report to the Board each month which shows actual revenue received and expenditures made that month. The report shall be in the same format as the approved Budget.

The General Manager has the authority to expend funds for budgeted and non-budgeted items within the financial limits imposed by the Board. He/she shall also maintain or cause to be maintained all necessary and required financial records for the proper conduct of the District's annual audit.

2000.90 District Facilities: The General Manager has the responsibility for managing and maintaining all District buildings and parks, including the use of such facilities in accordance with applicable District Policies and the approved Fee Schedule. The General Manager is responsible for regularly inspecting all District facilities to evaluate the effectiveness of maintenance and to monitor the performance of District staff and contractors assigned responsibility for the upkeep and maintenance of District facilities through the use of staff personal and/or contractors within the General Manager's spending limits.

2000.100 CIP Project Contractors: The General Manager has the responsibility for soliciting and evaluating bidders for the District's CIP project work. Contract development shall be accomplished in consultation, with District Counsel. The General Manager shall be responsible for developing specifications for projects in consultation with any professional consultant approved by the Board; obtaining bids from contractors for CIP projects; and presenting bids to the Board for approval of the successful bidder. With Board approval, the General Manager is authorized to sign an agreement with such bidder, as the District's representative. The General Manager also has the responsibility for monitoring the performance of contractors for any CIP project approved by the Board.

2000.110 Long Term Contractors: The General Manager has the same responsibilities for long term contractors as with project contractors. Long term contractors are those whose scope of work is ongoing and for a term of at least a year and usually longer. The General Manager represents the District in negotiations and disputes with contractors and together with any project consultant approved by the Board. The General Manager makes decisions on whether the contractor has performed in compliance with the applicable contract, and whether reductions in payment are to be made or whether termination is warranted. Such actions must be taken in consultation with General Counsel.

2000.120 Reports to the Board: The General Manager shall provide a Quarterly Status Report to the Board on the major service categories contained in the District's Goals and Objectives. Such categories include but are not limited to recreational programs, facility maintenance, status of the urban forest, street lighting, street sweeping, County services, fiscal status and community outreach. The General Manager may develop and present special reports, as deemed necessary or as directed by the Board.

2000.130 Recreation Programs: The General Manager is responsible for managing the activities of staff responsible for planning, researching, and recommending new or modified recreation programs and equipment utilizing the parks and buildings in the District for the benefit of the Rossmoor community.

2000.140 Tree Program: The General Manager is responsible for the management of the District's urban forest. The General Manager shall monitor and coordinate any tree related activity such as plantings, removals, and trimmings with the County, the District's contract arborist, and District staff/consultants for all parkway and median trees in the community.

2000.150 Public Relations: The General Manager has the authority and responsibility to represent the District in any dialogue with all local, county, state and federal agencies, news media and local organizations. The General Manager has the responsibility for answering inquiries from the public and news media, producing and distributing the District's Quarterly Newsletter to all Rossmoor homeowners/residents and businesses, and issuing press releases and media alerts to inform local and regional newspapers of events and programs to be conducted on District properties or being supported by the District. The General Manager shall also maintain and keep current the District web site and develop an email data base of homeowners/residents and businesses for timely dissemination of information on current events or emergency alerts.

2000.160 Emergencies: The General Manager has the responsibility and authority to expend District funds when an emergency occurs which adversely affects, directly or potentially, the ability of the District to perform its services which puts District property or personnel in jeopardy, or which may jeopardize the health and safety of the community and its residents. The General Manager shall determine that an emergency exists and shall take whatever steps and expenditures deemed necessary to meet the emergency.

At the earliest opportunity, the General Manager shall inform the Board President, or in the President's absence, the First Vice President or Second Vice President, of the emergency and the steps taken and expenditures incurred or may be incurred to meet the emergency. Such actions shall be reported to the Board at their next regularly scheduled meeting.

Adopted: July 14, 1993
Amended: February 9, 2000
Reformatted: October 8, 2002
Amended: December 10, 2002
Amended: January 11, 2005
Amended: September 12, 2006
Amended: October 13, 2009

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

RUSH PARK
3021 Blume Drive
Rossmoor, California

**Tuesday, January 10, 2012
7:00 p.m. (see Call to Order)**

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m. (immediately following adjournment of the Regular Meeting of the Board of Directors of the Rossmoor Community Services District)
2. ROLL CALL: Board Members Casey, Kahlert, Maynard, Rips
President Coletta
3. PLEDGE OF ALLEGIANCE
4. MINUTES:
 - a. Regular Meeting of January 11, 2011. (Information only).
5. PRESENTATIONS: None.
6. ELECTION OF OFFICERS:
 - a. President.
 - b. Vice President.

B. ADDITIONS TO AGENDA

In accordance with Section 54954.2(b)(2) 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 5494.5 (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 need 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 - None.

Consent items are expected to be routine and non-controversial, to be acted upon by the Board of Directors at one time. If any Board member requests that an item be removed from the Consent Calendar, it shall be removed by the President so that it may be acted upon separately.

F. PUBLIC HEARING - None.

G. RESOLUTIONS

1. RESOLUTION NO.12-01-10-1. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

H. BIDS, CONTRACTS AND AGREEMENTS - None.

I. ADMINISTRATIVE ITEMS - None.

J. INFORMATIONAL ITEMS - None.

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.

K. BOARD MEMBER ITEMS

This part of the Agenda is reserved for Board members to discuss issues that are not on the Agenda, and/or to request that specific items be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

L. CLOSED SESSION - None.

The Board may, from time to time, adjourn to a Closed Session to consider the following items, which deal with litigation, personnel matters, or to discuss with legal counsel matters within the attorney-client privilege, pursuant to applicable sections of the Government Code.

M. ADJOURNMENT

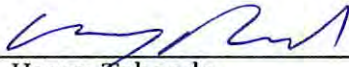
It is the intention of the Rossmoor Community Services District to comply with the Americans With Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you in every reasonable manner.

Please contact the District Office at (562) 430-3707 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular basis.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the January 10, 2012, 7:00p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District Public Improvements Financing Corporation was posted at least 72 hours prior to the time of the meeting.

ATTEST:



Henry Taboada
Secretary

01-06-12
Date

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM A-4

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: MINUTES: REGULAR MEETING OF JANUARY 11, 2011.

RECOMMENDATION:

Review the Minutes of the Regular Meeting of January 11, 2011.

BACKGROUND:

The report reflects the actions of the Board at their Regular Meeting of January 11, 2011, previously approved.

ATTACHMENTS:

1. Minutes - Regular Meeting of January 11, 2011.

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

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 11, 2011

A. ORGANIZATION

- 1. CALL TO ORDER: By Vice President Jeffrey Rips at 9:30 P.M.**
- 2. ROLL CALL: Directors Shannon Hough, Ronald Casey, Alfred Coletta, Bill Kahlert, President Jeffrey Rips.**

3. PLEDGE OF ALLEGIANCE

4. MINUTES:

a. Regular meeting of January 12, 2010

The Minutes of the Regular Meeting of January 12, 2010 were received and filed as submitted for informational purposes.

5. PRESENTATIONS – None

6. ELECTION OF OFFICERS

Motion by President Hough, Seconded by Director Coletta to elect Vice President Rips as President of the Corporation, and President Hough as Vice President of the Corporation. Motion passed 5-0.

Motion by Vice President Hough, seconded by Director Casey to appoint General Manager, Henry Taboada as Secretary and Treasurer of the Corporation. Motion passed 5-0.

Motion by Vice President Hough, seconded by Director Casey to appoint Best, Best & Krieger as District General Counsel. Motion passed 5-0.

- B. ADDITIONS TO AGENDA - None**
- C. PUBLIC FORUM – None**
- D. REPORTS TO THE BOARD - None**
- E. CONSENT CALENDAR - None**
- F. PUBLIC HEARING - None**
- G. RESOLUTIONS**

1. RESOLUTION NO. 11-01-11-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

Resolution No. 11-01-11-1, A Resolution of the Board of Directors of the Rossmoor Community Services District Public Improvements Financing Corporation Electing Officers, Appointing Counsel and Secretary/Chief Financial Officer to the Corporation and Designating the Time and Place for the Holding of Regular Meetings of the Board, was passed by a roll call vote of 5-0.

- H. BIDS, CONTRACTS, AND AGREEMENTS - None**
- I. ADMINISTRATIVE ITEMS - None**
- J. INFORMATIONAL ITEMS - None**
- K. BOARD MEMBER ITEMS - None**
- L. CLOSED SESSION - None**
- M. ADJOURNMENT**

Motion by Director Coletta, seconded by Vice President Hough, to adjourn the meeting at 9:38 p.m. Motion passed 5-0.

SUBMITTED BY:

Henry Taboada
Secretary

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM A-6. a, b

Date: January 10, 2012
To: Honorable Board of Directors
From: RCSD, General Manager
Subject: ELECTION OF OFFICERS: PRESIDENT AND VICE PRESIDENT
AND MAKING APPOINTMENTS

RECOMMENDATION:

That the Board of Directors of the Rossmoor Community Services District Public Improvements Financing Corporation (the "Corporation") have certain Officers of the Rossmoor Community Services District (RCSD) Board for the year 2011 serve in the same capacity on the Board of the Rossmoor Community Services District Public Improvements Financing Corporation and that the Corporation elect officers and make appointments to the Corporation.

BACKGROUND:

The Bylaws of the Rossmoor Community Services District Public Improvements Financing Corporation, Section 5.01 and Section 5.02 provide for the number and qualifications of officers, as well as election and term of office.

The current Corporation officers are as follows:

*Alfred Coletta, President

Jeffrey Rips, Vice President

* Upon the resignation of Shannon Hough and Jeffrey Rips as President of the Board, Alfred Coletta became President and Jeffrey Rips became Vice President of the PIFC.

The Corporation bylaws Section 5.07 and Section 5.08 also call for the appointment of a Secretary and Chief Financial Officer of the Corporation.

The current Corporation appointees are as follows:

Secretary and Chief Financial Officer, Henry Taboada
Counsel, BB&K Law Corporation

ATTACHMENTS:

1. Bylaws of Rossmoor Community Services District Public Improvements Financing Corporation.

BYLAWS

OF

ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS
FINANCING CORPORATION

(A Nonprofit Public Benefit Corporation)

ARTICLE I

NAME, ORGANIZATION AND PURPOSE,
PRINCIPAL OFFICE, SEAL

SECTION 1.01. Name. The name of this Corporation is Rossmoor Community Services District Public Improvements Financing Corporation (hereinafter called the "Corporation").

SECTION 1.02. Organization, Purpose and Use of Funds. The Corporation is a nonprofit public benefit corporation organized under the Nonprofit Public Benefit Corporation Law of the State of California (Title 1, Division 2, Part 2 of the California Corporations Code) for public purposes.

The specific and primary purpose for which the Corporation is formed is to render financial assistance to the Rossmoor Community Services District (the "District") (a special district of the State of California) by financing, refinancing, acquiring, constructing, improving, leasing, selling, or otherwise conveying property of any kind to the District. The activities of the Corporation shall be limited to the activities permitted by its Articles of Incorporation. No gains, profits or dividends shall be distributed to any of the directors or officers of the Corporation, and no part of the net earnings, funds or assets of the Corporation shall inure to the benefit of any director, officer or individual, or any person, firm or corporation, excepting only the District.

SECTION 1.03 Principal Office. The principal office of the Corporation shall be located at the principal executive offices of the District, wherever located from time to time.

ARTICLE II

MEMBERSHIP

SECTION 2.01. The Corporation shall have no members. Any action which would otherwise require approval by a majority of all members or approval by the members shall require only approval of the directors and all rights which would otherwise vest in the members shall vest in the directors.

ARTICLE III

DIRECTORS

SECTION 3.01. Number of Directors, Term of Office. The Board of Directors of the Corporation shall consist of five (5) persons. The members of such Board of Directors shall be the persons serving from time to time as the members of the Board of Directors of the District.

SECTION 3.02. Organization Meeting. The first Board of Directors may at any time hold an organizational meeting at which the directors shall organize by electing from their number a President, a Vice President and a Secretary. In addition, the Board of Directors shall elect a Chief Financial Officer and may elect such subordinate officers as they may determine, none of whom need to be a director of the Corporation.

SECTION 3.03. Place of Directors' Meetings. Meetings of the directors shall be held at such place in the County of Orange, or elsewhere, as may be designated in the notice of meeting or by resolution of the Board of Directors.

SECTION 3.04. Regular Meetings. The Board of Directors shall hold a regular meeting not less than once each calendar year. The Board of Directors shall by resolution fix the date, time and place of holding such meetings.

SECTION 3.05. Special Meetings. Except as otherwise provided by law, special meetings of the Board of Directors may be called from time to time by the President or by a written call signed by a majority of the Directors and filed with the Secretary. Each special meeting of the Board of Directors shall be held at such place, either within or outside the County of Orange, as shall be designated in the notice of such meeting, insofar as not inconsistent with law.

SECTION 3.06. Notice of Meetings. All meetings of the Board of Directors shall be noticed, conducted and held in accordance with the provisions of the laws of the State of California governing the noticing, conducting and holding of meetings of legislative bodies of local agencies.

SECTION 3.07. Waiver of Notice. The transactions of any meeting of the Board of Directors, however called and noticed or wherever held, shall be as valid as though taken at a meeting duly held after regular call and notice, if a quorum is present, and either before or after the meeting, each of the directors not present signs a written waiver of notice, a consent to holding the meeting, or an approval of the minutes. The waiver of notice or consent need not specify the purpose of the meeting. All waivers, consents and approvals shall be filed with the corporate records or made a part of the minutes of the meeting. Notice of a meeting shall also be deemed given to any director who attends the meeting

without protesting before or at its commencement about the lack of adequate notice.

SECTION 3.08. Quorum. Except as provided in Section 3.08 of this Article III, a majority of the Board of Directors shall constitute a quorum for the transaction of business. In determining the presence of a quorum, all directors present, in person or by telephone, shall be counted. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be regarded as the act of the Board of Directors, subject to the provisions of the California Nonprofit Corporation Law, including, without limitation, those provisions relating to (i) approval of contracts or transactions in which a director has a direct or indirect material financial interest, (ii) appointment of committees, and (iii) indemnification of directors. A meeting at which a quorum is initially present may continue to transact business, notwithstanding the withdrawal of directors, if any action taken is approved by at least a majority of the required quorum for that meeting.

SECTION 3.09. Adjournments and Adjourned Meetings. The Board of Directors may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified by the Board of Directors in accordance with law. If less than a majority is present at a meeting, a majority of those Directors present may adjourn the meeting from time to time.

SECTION 3.10. Conduct of Meetings. The President or, in his or her absence, the Vice President shall preside at all meetings of the Board of Directors.

SECTION 3.11. Resignations and Vacancies. Any director of the Corporation may resign at any time by giving written notice to the President or to the Board of Directors, and, where such resignation would leave the Corporation without a duly elected director or directors in charge of its affairs, to the Attorney General of the State of California. Such resignation shall take effect at the time specified therein, and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

A vacancy or vacancies in the Board of Directors shall be deemed to exist in the event of the death, resignation or removal of any member of the Board of Directors of the District. If, for any reason, there shall not be five (5) members of the Board of Directors of the District for any period of time, then the resulting vacancy in the Board of Directors shall be filled by a majority of the remaining directors, whether or not less than a quorum, subject to the approval of the Board of Directors of the District.

SECTION 3.12. Compensation of Directors. No director shall be entitled to receive any compensation for serving as a

director or an officer of the Corporation; provided, however, that directors shall be entitled to receive such per diem compensation and reimbursement of expenses in the same manner as directors receive compensation and reimbursement for services rendered as directors of the District Board of Directors.

SECTION 3.13. Removal of Directors. Any director may be removed by the vote of a majority of all directors or by the Board of Directors of the District for cause.

SECTION 3.14. Notice to and Attendance by the Board of Directors of the District. Notice of all meetings of the Board of Directors of the Corporation shall be given by the Secretary of the Corporation to the President of the Board of Directors, and to the Secretary of the Board of Directors, of the District.

SECTION 3.15. Use of Conference Telephones. Any director may attend any meeting of the Board of Directors, whether regular or special, by conference telephone or similar communication equipment, so long as all of the directors participating in the meeting can hear one another, and all such directors shall be deemed to be present in person at such meeting.

SECTION 3.16. Action Without Meeting. Any action required or permitted to be taken by the Board of Directors may be taken without a meeting, if all members of the Board, individually, or collectively, consent in writing to that action. Such action by written consent shall have the same force and effect as an unanimous vote of the Board of Directors. Such written consent or consents shall be filed with the minutes of the proceedings of the Board of Directors.

ARTICLE IV

POWERS OF BOARD OF DIRECTORS

SECTION 4.01. General Powers of Board of Directors. All corporate powers shall be exercised by or under the authority of, and the business, property and affairs of the Corporation shall be controlled by, the Board of Directors.

SECTION 4.02 Indemnification. To the full extent permitted by law, the Board of Directors hereby authorizes indemnification by the Corporation of any person who is or was a director, officer, employee or other agent of the Corporation, and who was or is a party or is threatened to be made a party to a proceeding by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements and other amounts actually and reasonably incurred in connection with such proceeding (including attorneys' fees), if such person acted in good faith and in a manner such person reasonably believed to be in the best interests of the Corporation and, in the case of a criminal proceeding, had no reasonable cause

to believe the conduct of such person was unlawful and, in the case of an action by or in the right of the Corporation, acted with such care, including reasonable inquiry, as an ordinarily prudent person in a like position would use under similar circumstances.

ARTICLE V

OFFICERS

SECTION 5.01. Number and Qualifications. The officers of the Corporation shall be a President, a Vice President, a Secretary, a Chief Financial Officer and such subordinate officers, including one or more assistant secretaries and assistant financial officers, as the Board of Directors may elect from time to time. Only directors shall be qualified to hold the office of President or Vice President, but the Board of Directors may elect any person, whether or not a director of the Corporation, to hold the office of Secretary or Chief Financial Officer or any subordinate office.

SECTION 5.02. Election, Term of Office. Each officer shall be elected by the Board of Directors and shall hold office until his or her successor shall have been elected and qualified, or until the death, resignation or removal of such officer.

SECTION 5.03. Resignations. Any officer may resign at any time by giving written notice to the President or to the Board of Directors of the Corporation. Any such resignation shall take effect at the time specified therein and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

SECTION 5.04. Vacancies. A vacancy in any office because of death, resignation, removal, disqualification or any other cause shall be filled in the manner prescribed in these Bylaws for regular election to such office.

SECTION 5.05. President. The President shall be the chief executive officer of the Corporation and shall have general supervision over the business of the Corporation, subject, however, to the control of the Board of Directors. The President shall preside at all meetings of the Board of Directors. The President may sign and execute, in the name of the Corporation, deeds, mortgages, leases, bonds, contracts and other instruments duly authorized by the Board of Directors, and generally shall perform all duties incident to the office of President and such other duties as may from time to time be assigned to such office by the Board of Directors.

SECTION 5.06. Vice President. At the request of the President or in case of his or her absence or disability, the Vice President shall perform all duties of the President and, when so acting, shall have all the powers of, and be subject to all restrictions upon, the President. In addition, the Vice President

shall perform such other duties as may from time to time be assigned to that office by the Board of Directors or the President.

SECTION 5.07. Secretary. The Secretary shall:

(a) Certify and keep at the office of the Corporation, or at such other place as the Board of Directors may order, the original or a copy of these Bylaws, as amended or otherwise altered;

(b) Keep at the office of the Corporation, or at such other place as the Board of Directors may order, a book of minutes of all meetings of the directors, recording therein the time and place of holding, whether regular or special, and, if special, how authorized, the notice thereof given, and the proceedings thereat;

(c) See that all notices are duly given in accordance with the provisions of these Bylaws or as required by law;

(d) Be custodian of the records and seal of the Corporation;

(e) Exhibit at all reasonable times to any director, upon application, these Bylaws and minutes of the meetings and proceedings of the directors of the Corporation; and

(f) In general, perform all duties of the office of Secretary and such other duties as may from time to time be assigned to such office by the Board of Directors or the President.

SECTION 5.08. Chief Financial Officer. The Chief Financial Officer shall receive and have charge of all funds of the Corporation and shall disburse such funds only as directed by the Board of Directors. The Chief Financial Officer shall, in general, perform all duties incident to the office of Chief Financial Officer and such other duties as may from time to time be assigned to such office by the Board of Directors or the President.

SECTION 5.09. Subordinate Officers. Subordinate officers shall perform such duties as shall be prescribed from time to time by the Board of Directors or the President.

ARTICLE VI

DISSOLUTION

SECTION 6.01. The Corporation shall not be voluntarily dissolved except by approval of the Board of Directors of the District. In the event of dissolution of the Corporation in any

manner and for any cause, after the payment or adequate provision for the payment of all of its debts and liabilities, all of the remaining funds, assets and properties of the Corporation shall be paid or distributed to the District.

ARTICLE VII

GENERAL

SECTION 7.01. Fiscal Year. The fiscal year of the Corporation shall be the twelve-month period beginning on each January 1 and ending on the last day of the next succeeding December, except the first fiscal year which shall run from the date of incorporation of the Corporation to December 31, 1998.

SECTION 7.02. Execution of Documents. The Board of Directors may authorize any officer or officers, agent or agents, to enter into any contract or execute any instrument in the name of and on behalf of the Corporation and such authority may be general or confined to specific instances; and unless so authorized by the Board of Directors, no officer, agent or other person shall have any power or authority to bind the Corporation by any contract or engagement or to pledge its credit or to render it liable for any purpose or to any amount.

SECTION 7.03. Inspection of Bylaws. The Corporation shall keep in its principal office the original or a copy of these Bylaws, as amended or otherwise altered to date, certified by the Secretary, which shall be open to inspection at all reasonable times during office hours.

SECTION 7.04. Annual Report. The annual report referred to in Section 6321 of the Nonprofit Public Benefit Corporation Law of the State of California is expressly dispensed with.

SECTION 7.05. Ralph M. Brown Act. To the extent required by law, the Corporation shall comply with the provisions of the Ralph M. Brown Act, Chapter 9 of Part 1 of Division 2 of Title 5 of the California Government Code, commencing with Section 54950 (the "Brown Act"). In the event such provisions of the Brown Act conflict with any section of these Bylaws, the Brown Act shall be controlling.

ARTICLE VIII

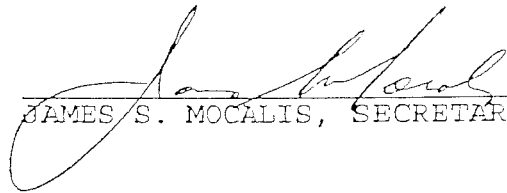
AMENDMENT OF BYLAWS

SECTION 8.01. With the prior written consent of the Board of Directors of the Rossmoor Community Services District, any of those Bylaws may be amended or repealed, and new Bylaws may be adopted, by vote or written consent of the Board of Directors.

SECRETARY'S CERTIFICATE

The undersigned hereby certifies that the undersigned is the Secretary of the Rossmoor Community Services District Public Improvements Financing Corporation, a California nonprofit public benefit corporation; that the foregoing is a full, true and correct copy of the Eylaws of said Corporation; and that said Eylaws are in full force and effect as of the date hereof.

DATED: April 29, 1998



JAMES S. MOCALIS, SECRETARY

{SEAL}

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM G-1

Date: January 10, 2012

To: Honorable Board of Directors

From: RCSD, General Manager

Subject: RESOLUTION NO. 12-01-10-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

RECOMMENDATION:

Approve by roll call vote, Resolution No. 12-01-10-1, directing the General Manager to include the names of the newly elected officers and appointees, and by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

BACKGROUND:

The Bylaws of the Rossmoor Community Services District Public Improvements Financing Corporation, Section 5.01 and Section 5.02 describe the number and qualifications of officers, as well as the election and term of office. Section 3.04 describes regular meetings of the Board of Directors.

ATTACHMENTS:

1. Resolution No. 12-01-10-1.

RESOLUTION NO. 12-01-10-1

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION
ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF
FINANCIAL OFFICER TO THE CORPORATION AND
DESIGNATING THE TIME AND PLACE FOR THE HOLDING
OF REGULAR MEETINGS OF THE BOARD.**

The Board of Directors of the Rossmoor Community Services District Public Improvements Financing Corporation (the "Corporation") DOES HEREBY RESOLVE as follows:

Section 1. That pursuant to the Bylaws of the Corporation, Section 5.01 and Section 5.02, the following officers are elected by the Board of Directors to hold the offices set forth opposite their respective names:

<u>Name</u>	<u>Office</u>
	President
	Vice President
Henry Taboada	Secretary and Chief Financial Officer

Section 2. That Best Best & Krieger, LLP is hereby appointed as counsel to the Corporation.

Section 3. That the regular meeting of the Board of Directors of this Corporation be held on the second Tuesday of January in each year at the conclusion of the RCSD Board of Directors' meeting at the District Chambers of the Rossmoor Community Services District, 3021 Blume Drive, Rossmoor, California 90720.

Section 4. This Resolution shall take effect from and after its date of adoption.

ADOPTED, SIGNED AND APPROVED THIS 10th day of January 2012.

President
Rossmoor Community Services District
Public Improvements Financing Corporation

ATTEST:

Henry Taboada, Secretary
Rossmoor Community Services District
Public Improvements Financing Corporation