

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

Please be advised that all persons wishing to attend this meeting may do so in person or via Zoom.

Join Zoom Meeting: <https://zoom.us/j/98120341211?pwd=NGtBQzdkbVpVa0lMdlZiVEhDRnlRUT09>

Enter Meeting ID: **981 2034 1211** and Passcode: **Rossmoor**

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, August 10, 2021

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors DeMarco, Nitikman, Rips, Searles
President Barke
3. PLEDGE OF ALLEGIANCE: Director Rips
4. PRESENTATIONS:
 - a. County of Orange Supervisor Katrina Foley, Second District
 - b. California Highway Patrol Officer Matt Musselmann Re: CHP Quarterly Traffic Report

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

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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. MONTHLY TRAFFIC SAFETY UPDATE
2. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

E. CONSENT CALENDAR

1. MINUTES:
 - a. Regular Board Meeting of July 13, 2021
2. JUNE 2021 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

1. PUBLIC HEARING: CONSIDERATION OF RENTAL FEE INCREASES FOR TENNIS COURTS, ATHLETIC FIELDS, AND PICNIC SHELTERS
2. PUBLIC HEARING: FISCAL YEAR 2021-2022 PROPOSED FINAL BUDGET

G. RESOLUTIONS

1. RESOLUTION NO. 21-08-10-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE RCSD FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2021
2. RESOLUTION NO. 21-08-10-02 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2021-2022 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

ORDINANCES—None

H. REGULAR CALENDAR

1. CONSIDERATION OF A SCHEDULE TO PROVIDE EDUCATIONAL PUBLIC FORUMS AND STUDY SESSIONS REGARDING LOCAL CONTROL

I. GENERAL MANAGER ITEMS

This part of the Agenda is reserved for the General Manager to provide information to the Board on issues that are not on the Agenda, and/or to inform the Board that specific items may be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

J. BOARD MEMBER ITEMS

This part of the Agenda is reserved for individual Board members briefly to make general comments, announcements, reports of his or her own activities, and requests of staff, including that specific items be placed on a future Agenda. The Board may not discuss or take action on items not on the Agenda.

K. GENERAL COUNSEL ITEMS

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

L. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL
Consideration of discipline or dismissal of a public employee.
Government Code Section 54957(b)(1).

M. ADJOURNMENT

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

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

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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the August 10, 2021, 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:

Joe Mendoza-----
JOE MENDOZA
General Manager

Date August 4, 2021

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: COUNTY OF ORANGE SUPERVISOR KATRINA FOLEY, SECOND DISTRICT

RECOMMENDATION

Receive and file presentation.

INFORMATION

County of Orange Supervisor Katrina Foley will provide an update regarding the Second District.

ATTACHMENTS

1. None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CALIFORNIA HIGHWAY PATROL OFFICER MATT MUSSELMANN RE: QUARTERLY TRAFFIC REPORT

RECOMMENDATION

Receive and file presentation.

INFORMATION

California Highway Patrol (CHP) Officer Matt Musselmann will present the quarterly traffic report.

ATTACHMENTS

1. None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MONTHLY TRAFFIC SAFETY UPDATE

RECOMMENDATION

Review and discuss information provided.

BACKGROUND

President Barke has requested the Rossmoor Community Services District (RCSD) staff provide a monthly update to the RCSD Board of Directors to keep the Board and community informed of measures being taken to address traffic safety within the Rossmoor community.

INFORMATION

The Community Traffic/Safety Advisory Committee (Traffic Safety Committee) met on Thursday, August 5, 2021 at 7 p.m. (in-person and by Zoom). Attachment 1 is a copy of the Traffic Safety Committee's agenda packet. As of the date this agenda report was written, the Committee had not met. Therefore, the General Manager will provide a verbal update regarding the meeting.

ATTACHMENTS

1. Community Traffic/Safety Advisory Committee Agenda Packet – August 5, 2021

AGENDA

ROSSMOOR COMMUNITY SERVICES DISTRICT

COMMUNITY TRAFFIC/SAFETY ADVISORY AD HOC COMMITTEE MEETING

Please be advised that all persons wishing to attend this meeting may do so in person or via Zoom.

Join Zoom Meeting: <https://zoom.us/j/98120341211?pwd=NGtBQzdkbVpVa0lMdjZiVEhDRnlRUT09>

Enter Meeting ID: **981 2034 1211** and Passcode: **Rossmoor**

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Thursday, August 5, 2021

7:00 p.m.

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Barke, DeMarco
3. PLEDGE OF ALLEGIANCE: Director Barke
4. PRESENTATIONS: None

B. PUBLIC FORUM

Any person may address the members of the Traffic Safety Advisory Ad Hoc Committee at this time upon any subject within the jurisdiction of the Traffic Safety Advisory Ad Hoc Committee of the Rossmoor Community Services District.

C. REGULAR CALENDAR

1. GENERAL MANAGER UPDATES REGARDING TRAFFIC SAFETY ITEMS IN THE ROSSMOOR COMMUNITY SERVICES DISTRICT
2. PRESENTATION TO FACILITATE DISCUSSION REGARDING RADAR AND LASER SPEED MEASUREMENT SYSTEMS
3. DISCUSSION REGARDING PARKING ALONG THE MONTECITO ROAD CORRIDOR AND POSSIBLE PARKING SOLUTIONS

D. ADJOURNMENT

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the August 5, 2021 Traffic Committee Meeting of the Rossmoor Community Services District was posted at least 24 hours prior to the time of the meeting.

ATTEST:

Joe Mendoza

Joe Mendoza
General Manger

Date: August 3, 2021

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-1

Date: August 5, 2021
To: Community Traffic/Safety Advisory Ad Hoc Committee
From: General Manager Joe Mendoza
Subject: GENERAL MANAGER UPDATES REGARDING TRAFFIC SAFETY ITEMS IN THE ROSSMOOR COMMUNITY SERVICES DISTRICT

RECOMMENDATION

Review and discuss information provided.

BACKGROUND

An overview of traffic safety items will be provided by the General Manager. This may also include an update on items previously discussed by the Community Traffic/Safety Advisory Ad Hoc Committee.

INFORMATION

The following information is provided.

1. Street Sweeping: Ongoing discussions with Supervisor Katrina Foley's office and Orange County Public Works (OCPW) have been occurring on a regular basis. Efforts have been focused on coordinating Orange County Waste and Recycling (OCWR) trash collection schedules with our current street sweeping schedule to ensure there are no conflicts. Supervisor Foley will be attending August 10, 2021 Rossmoor Community Services District (RCSD) Board meeting and updating the District on the potential change in street sweeping schedules to include odd/even sides of the street, therefore providing alternative parking.
2. Waste and Recycling: Because the District is going to a new three-barrel collection process to collect regular waste, recyclables, and green/yard waste, OCWR will be providing educational sessions for Rossmoor residents to attend to provide information and answer questions. The marketing program will also be displayed on the District's website and through social media.
3. Roadway Resurfacing Project: The OCPW tentative FY 2021-2022 Roadway Resurfacing project began in July. Please see the attached map (Attachment 1).
4. Trunk Project: The Los Alamitos Trunk Sewer project will make improvements to two parallel sewer lines and associated manholes along a two-mile stretch along Seal Beach Boulevard/Los Alamitos Boulevard, from just north of I-405 Freeway to Katella Avenue in the cities of Seal Beach and Los Alamitos. Also being repaired is the sewer on Katella Avenue from Oak Street to Lexington Drive. A map can be found on the Orange County Sanitation District website at www.ocsan.gov/losalamitos. Ongoing discussion regarding

scheduling of the work is taking place and will be provided to the public when available. OCPW will be providing an informational packet to each home affected by this project.

5. Traffic Safety Campaign: Portable speed radar trailers are continually scheduled throughout Rossmoor to remind drivers to slow down. Yard signs are still available for residents to pick up at Rush Park and place in their yards reminding vehicles to drive within the 25 mile per hour speed limit. OCPW has provided an inventory of 25 miles per hour speed limit signs within Rossmoor and recommended additions/deletions of speed limit signs (Attachment 2) in order to be consistent throughout the District. Permanent Radar Speed Signs are scheduled to be installed in front of the Montecito Center and along St. Cloud Drive, just before the library and curve transitioning to Montecito Road (Attachment 3). OCPW is open to discussing additional Permanent Radar Speed Signs in the future along Foster Road, Martha Ann Drive and other areas that will not negatively affect residences with light and glare pollution.




ATTACHMENTS

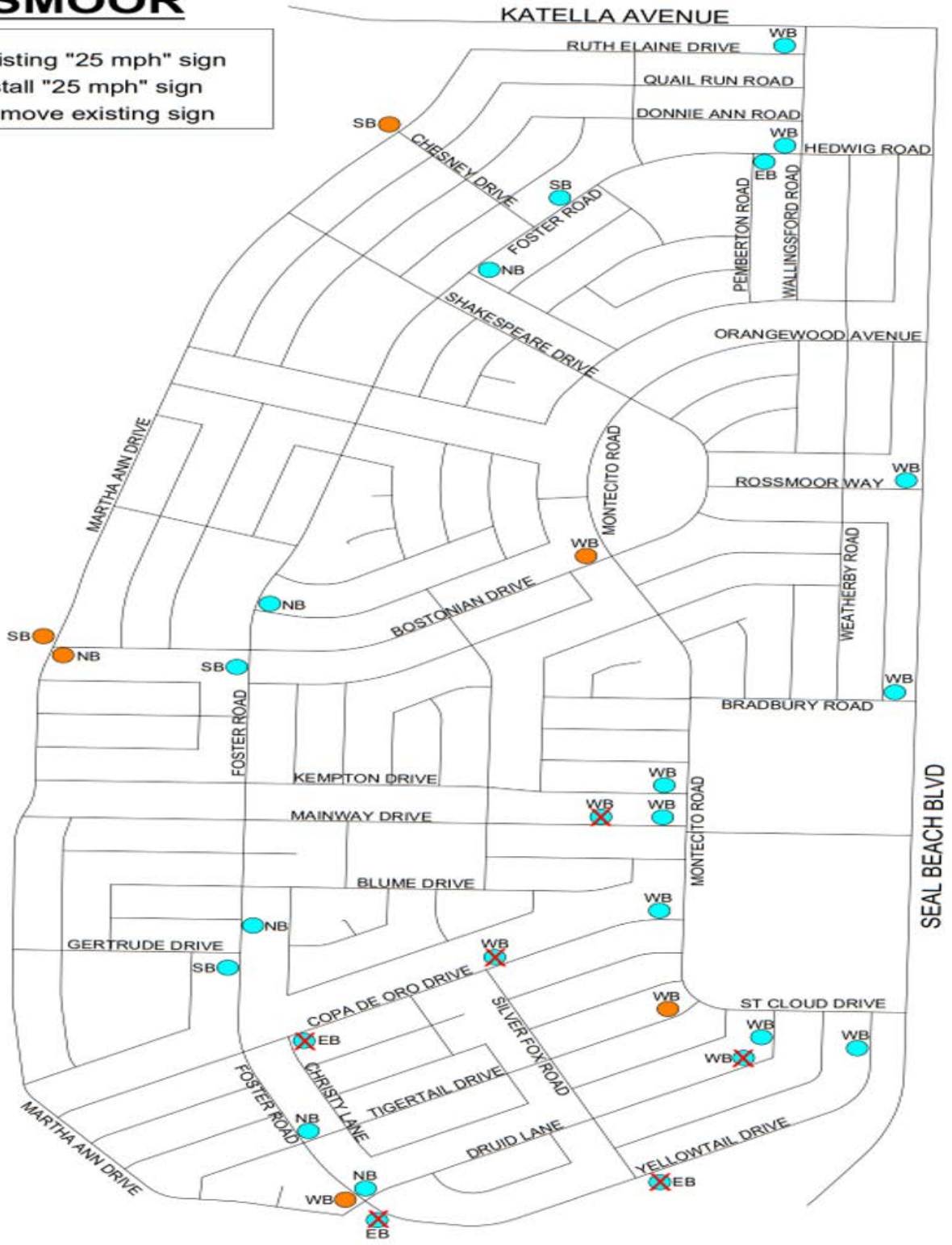
1. FY 2021-2022 Roadway Resurfacing map
2. OCPW speed limit signs inventory and recommendations map
3. Permanent Radar Speed Signs locations map

ATTACHMENT 2

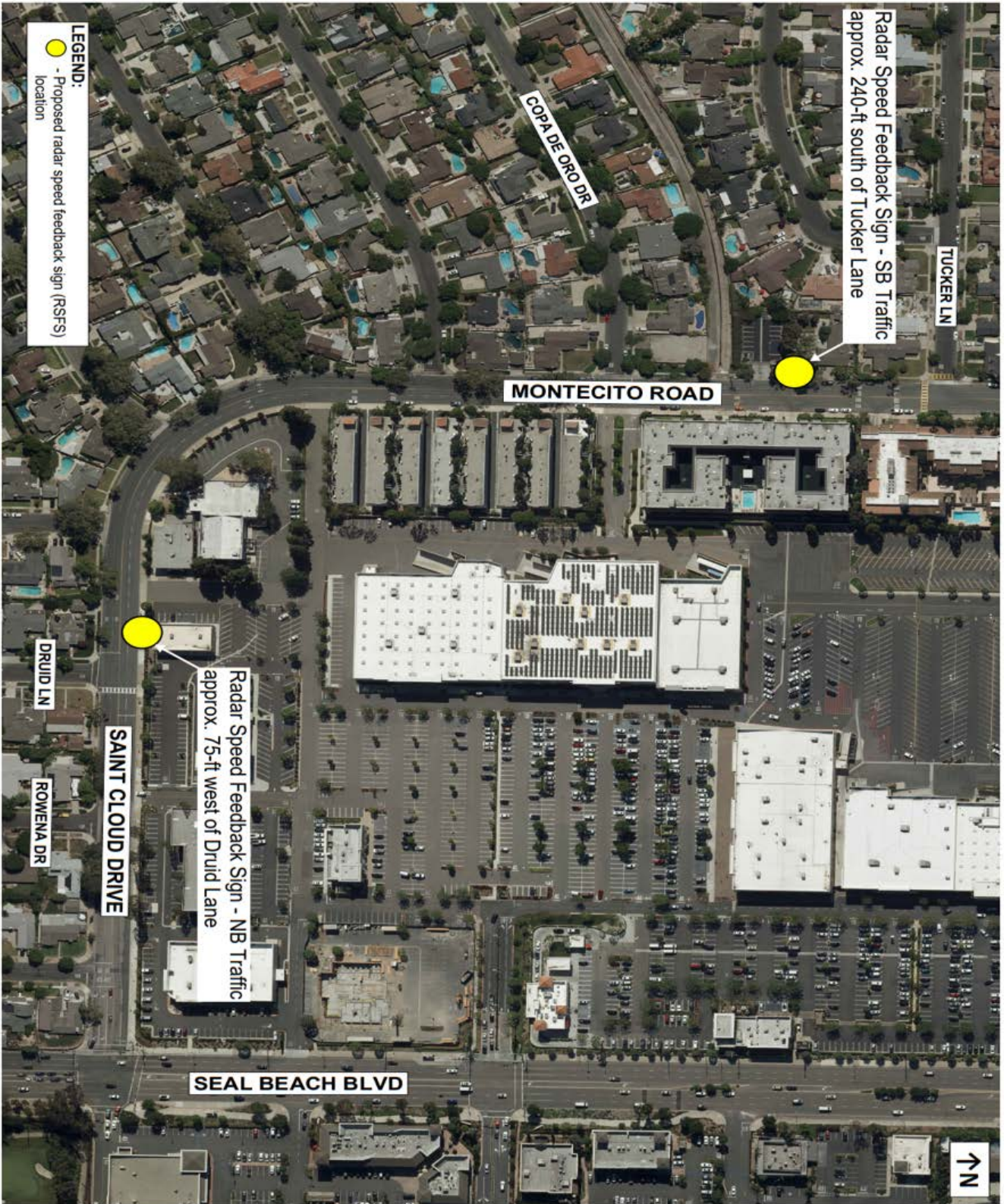
ROSSMOOR

LEGEND:

-  - Existing "25 mph" sign
-  - Install "25 mph" sign
-  - Remove existing sign



ATTACHMENT 3



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-2

Date: August 5, 2021
To: Community Traffic/Safety Advisory Ad Hoc Committee
From: General Manager Joe Mendoza
Subject: PRESENTATION TO FACILITATE DISCUSSION REGARDING RADAR AND LASER SPEED MEASUREMENT SYSTEMS

RECOMMENDATION

Review and discuss information provided.

BACKGROUND

The Community Traffic/Safety Advisory Ad Hoc Committee suggested that research be done regarding the purchase of a portable Radar Speed Feedback Sign (RSFS) trailer to supplement those being placed by California Highway Patrol (CHP) and Orange County Public Works (OCPW). The Rossmoor Community Services District (RCSD) Board of Directors approved a \$10,000 allocation for the purchase of a minimum of one portable RSFS trailer and the possible purchase of a portable unit that would provide traffic data collection that would provide historical data and speed analysis.

At the May 27, 2021 Traffic Committee meeting, a representative from MPH Industries, District Sales Manager Anthony Ash, presented the options his company has available. RCSD staff continues to research the best options for the purchase of this equipment to ensure that the needs of the District are met effectively.

INFORMATION

A presentation will be made by Daryl Evans, Community Safety Manager for the City of Cerritos, and former Los Angeles Sheriff Department personnel. Mr. Evans will provide an overview on the various equipment options and how they have been implemented within the City of Cerritos. Cerritos has utilized the RSFS, as well as the speed measurement/traffic data collection devices. This will be beneficial information for the District to move forward in making the best equipment decisions.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-3

Date: August 5, 2021
To: Community Traffic/Safety Advisory Ad Hoc Committee
From: General Manager Joe Mendoza
Subject: DISCUSSION REGARDING PARKING ALONG THE MONTECITO ROAD CORRIDOR AND POSSIBLE PARKING SOLUTIONS

RECOMMENDATION

Review and discuss information provided.

INFORMATION

A number of Rossmoor Community Services District (RCSD) residents have expressed concern regarding the impact the overflow of parking on Montecito Road by residents living in the townhouses in Rossmoor and condominiums in Seal Beach is having on their quality of life and perceived property values. Issues related to trash, noise, encroachment onto driveway aprons, and visibility were cited. RCSD residents are requesting a full analysis of the parking issues and possible solutions.

Historically, this has been a problem, especially when the owners of the Shops at Rossmoor prohibited the use of their parking lot for overnight parking by Seal Beach or Rossmoor residents. The parking lot is posted with signage to advise that towing and/or ticketing will be used to enforce their restricted parking. Therefore, the townhouse and condominium residents began using District residential streets for overnight parking.

District staff has had discussions with the City of Seal Beach and the owners/management of the Shops of Rossmoor to engage their assistance with possible solutions. Neither agency has been able to provide viable solutions.

Rossmoor residents have made suggestions such as permit parking, requesting the City of Seal Beach and the Shops at Rossmoor to construct a parking garage, and possibility negotiating with the Shops at Rossmoor to provide overnight parking by renting spaces for a fee.

To facilitate an understanding of utilizing a parking permit program in the District, a presentation will be made by Daryl Evans, Community Safety Manager for the City of Cerritos and former Los Angeles Sheriff Department personnel. Mr. Evans will provide an overview of the overnight parking permit program that is implemented within the City of Cerritos. Cerritos restricts overnight parking on City streets between 3 a.m. and 5 a.m. without a permit. The permit process is administered and enforced by City staff. Mr. Evans will provide the Committee with the effectiveness of the City of Cerritos' permit parking program and the pros and cons of a parking permit program.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Park Superintendent Omero Perez
Subject: QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT

RECOMMENDATION

Review and file report.

INFORMATION

The Quarterly Parks and Facilities Maintenance Report is intended to provide the Board with the status of the activities and programs being performed to further the District's Parks and Facilities Maintenance Program.

ATTACHMENTS

1. Quarterly Parks and Facilities Maintenance Report

ROSSMOOR COMMUNITY SERVICES DISTRICT

PARKS AND FACILITIES MAINTENANCE DEPARTMENT QUARTERLY REPORT

August 10, 2021

SUMMARY

Inspection of District Properties – The facilities at Rossmoor, Rush Park and Montecito Center are fully operational with no significant issues.

Maintenance of District Properties – District staff continues to inspect District properties and are performing maintenance as follows:

DAILY

- Facility safety check and recording
- Restrooms and trash – three times per day
- Wipe down rails and swings of playgrounds
- Wipe down and clean picnic tables in shelters and around the park
- Wipe down exercise machines
- Clean doorknobs around main entrances of buildings
- Vacuum offices
- Blow off walkway to Rossmoor Park entrance
- Clean and disinfect the kitchen at all parks
- Monitor landscape contractor
- Clean and inspect drinking fountains
- Check and mop floors at Montecito Center
- Check emergency defibrillators in all the facilities

WEEKLY

- Deep clean Rossmoor and Montecito restrooms every other week with versa machine
- Deep clean Rush restrooms every other week with versa machine
- Wash windows at Rush every other week
- Wash, clean and gas up RCSD vehicles once per week
- Wash windows at Rossmoor every other week
- Power wash courts once per month to save water
- Blow off courts three times per month
- Weed and scarify infields at Rush Park
- Deep clean the refrigerator at all parks
- Disinfect main office and all the facilities with fog machine

MONTHLY

- Spot clean carpets
- Clean all blinds at parks
- Dust ceilings in all rooms at all parks for cobwebs and dust
- Wipe down all ventilation outlets
- Trim the Rossmoor wall the first week of each month
- Inventory of all supplies by the first week of each month

- Post and take down street sweeping banners twice per month
- Post and take down Board Meeting banners
- Power wash playgrounds once per month

QUARTERLY

- Service HVAC system
- Service fire alarms
- Service all fire extinguishers
- Service fire suppression system
- Wash canopy roof at Rossmoor and Rush park
- Paint backstops and benches at Rossmoor and Rush Parks
- Service sewer main lines at all the facilities
- Landscaping contractor aerated area and fertilized the turf areas
- Service partitions in Rush Auditorium

MISCELLANEOUS – performed this quarter

- Rush Park: Landscaping contractor, in coordination with the RCSD staff, planted new plants, installed a drip irrigation valve and landscaped the parkway adjacent to the parking lot.
- Rossmoor Park: A new ice machine and a microwave were replaced in the kitchen.
- Carpet cleaning was performed at all the facilities.
- Rush Park: Electrician replaced 6 LED stage lights in the auditorium.
- Triangle: Landscaping contractor replenished plants and added mulch to make the area more presentable.
- Rossmoor and Rush Parks: Ceiling fans in the public restrooms were updated with a modern and quieter fans.
- Rossmoor and Rush Parks: District staff has been working on fertilizing, aerating, and re-seeding areas of the parks, while strategically moving patrons and fencing to allow for worn areas to regenerate.

Respectfully Submitted By:

Omero Perez, Park Superintendent

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MINUTES – REGULAR BOARD MEETING OF JULY 13, 2021

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Minutes of the Regular Meeting of July 13, 2021 prepared by the Board's Secretary/General Manager.

INFORMATION

The Minutes reflect the actions of the RCSD Board of Directors at their meeting of July 13, 2021.

ATTACHMENTS

1. Minutes – Regular Meeting of July 13, 2021



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

REGULAR MEETING

**RUSH PARK
3021 Blume Drive
Rossmoor, California**

Tuesday, July 13, 2021

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors DeMarco, Nitikman, Rips, Searles
President Barke
3. PLEDGE OF ALLEGIANCE: Manuel Chavez, Constituent Services Manager, Supervisor Katrina Foley's office, led the Pledge of Allegiance.
4. PRESENTATIONS:
 - a. Orange County Sheriff's Department Captain Gary Knutson Re: OCSD Quarterly Crime Statistics

Orange County Sheriff's Department Captain Gary Knutson presented the second quarter, 2021 crime statistics.

Director Searles thanked Captain Knutson for his assistance at the recent special meeting of the RCSD Board of Directors.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM

President Barke invited comments from the public.

Helen, asked about the status of the Orange County Board of Education (OCBOE) permit for educational forums regarding ethnic studies and thanked Directors Rips and Searles requesting a special meeting on the matter.

President Barke announced the OCBOE has chosen not to hold the event in Rossmoor due to the prohibitive cost of additional security and that their application had been withdrawn.

Jamie Sells, Rossmoor, referenced a letter from President Barke to the Orange County Breeze; questioned the intent of the letter and expressed she thought President Barke crossed the line with his comments. She stated President Barke's job is to represent the community, rather than his personal agenda.

Bob Knapp expressed concerns regarding Seal Beach residents parking in Rossmoor and hoped the Board will be proactive in resolving parking problems in Rossmoor.

Joel Block noted items on the agenda; felt there is a common thread relative to weakness in transparency; noted democracy cannot exist in the absence of information; referenced the OCBOE application and proposed contract and noted the public was not provided with copies of same.

Amy Lonnsbury referenced letters by President Barke published in the Orange County Breeze; She urged President Barke to consider his role as the President of the RCSD Board of Directors when posting statements.

Jim D'Ambrosio spoke about lack of parking in the neighborhood; complained that Seal Beach residents use his lawn as a trash can; reported his street rarely gets swept, as people park on his street on street sweeping days without consequences.

Del Clark thanked Directors Rips and Searles for their position regarding the OCBOE application and spoke about Board Members being elected to represent the community, not personal or special interests.

Drew Sells spoke in support of the proposed educational workshop on local control; discussed the importance of transparency; referenced letters and editorials written by President Barke.

Josh Spiller expressed concerns regarding increased legal costs; spoke about spending tax dollars on the beautification of Rossmoor and hoped the matter will be addressed later in the meeting.

Manuel Chavez, Constituent Services Manager for Supervisor Katrina Foley's office, presented an update on upcoming events; discussed a grant program for youth dance programs; reported on an upcoming meeting with General Manager Mendoza and Orange County Public Works to discuss the street sweeping program; and spoke about being aware of Rossmoor parking issues and addressed an upcoming workshop on redistricting.

Discussion followed regarding the possibility of Rossmoor using the 90721 zip code and the over-taxation of residents.

Maureen, via Zoom, referenced a previous presentation by CR&R regarding the three-container system; expressed concerns with the multiple number of collection trucks driving through the District; suggested they avoid collections near schools during student drop-offs and pick-ups and noted increased wear-and-tear on streets because of the increase in the number of collection vehicles.

There were no other public comments.

B. REPORTS TO THE BOARD

1. DISCUSSION WITH GENERAL MANAGER REGARDING COORDINATION OF SCHEDULE FOR ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT RENEWALS

General Manager Joe Mendoza presented the report; provided details regarding Policy No. 3091; discussed the contract renewal process; spoke about providing increased transparency and addressed scheduling the review of contracts and renewals at an Organizational Committee meeting prior to items being brought before the RCSD Board.

Director Rips suggested reviewing the renewal date for the West Coast Arborist contract to be sure it is correct on the schedule.

2. MONTHLY TRAFFIC SAFETY UPDATE

General Manager Mendoza presented the report; discussed traffic and parking issues on the Montecito corridor; noted a Traffic Committee meeting will be scheduled for August 5, 2021; reported experts from other agencies will be invited to talk about portable radar speed feedback trailers and noted an upcoming meeting with Orange County Public Works to discuss permanent radar speed feedback signs to be installed on Montecito Road and St. Cloud Drive. He added that the Highway Patrol encourages residents to contact them at 714-892-4426 with concerns about parking and speeding issues.

President Barke asked to include the CHP number on the RCSD website as well as the non-emergency number for the Orange County Sheriff's.

3. UPDATE ON SECURITY MEASURES FROM ORANGE COUNTY BOARD OF EDUCATION ETHNIC STUDIES FORUM ON JULY 27, 2021

President Barke reiterated the OCBOE has chosen not to hold the event in Rossmoor due to the prohibitive cost of additional security and that their application had been withdrawn. He noted there is no need for an update on security measures as the event has been cancelled.

Director Rips expressed interest in discussing the matter further; reported he was disappointed in the actions taken by the Board at the last special meeting.

Director DeMarco noted it is a divided topic and felt it was unreasonable to have the same meeting twice in the same hall.

Director Rips stated he did not understand how the RCSD Board could justify cancelling one forum and not the other.

Director Nitikman cautioned all Board Members against personal attacks on other Board Members.

C. CONSENT CALENDAR

1. MINUTES:

- a. Regular Board Meeting of June 8, 2021
- b. Special Board Meeting of June 22, 2021

2. REVENUE AND EXPENDITURE REPORT – MAY 2021

Motion by President Barke, seconded by Director DeMarco to approve Consent Calendar, as presented. Motion passed 5-0.

D. PUBLIC HEARING

1. PUBLIC HEARING: FISCAL YEAR 2021-2022 PROPOSED FINAL BUDGET

General Manager Mendoza introduced the item; discussed steps in considering the process; addressed the public hearing notice; listed recommendations and deferred to Accountant Ken Pun for the budget presentation.

Ken Pun, Accountant, presented details of the Fiscal Year 2021-2022 proposed final budget; pointed out significant changes from the previous year and discussed total revenues and expenditures.

In reply to Director Searles question regarding increases in salaries, General Manager Mendoza discussed the need for additional staff to provide better service during weeknight and weekend hours – times that were previously unstaffed while facility usage was high; spoke about the return of some employees from furlough; reported increased rentals and renovation of fields and noted the need for staff coverage. Director Searles noted a reduction in salaries/trees and General Manager Mendoza offered to look into that issue further.

Director Nitikman stated there has been an increase in staffing for trees over the last few years and questioned the decrease in salaries/trees. He noted there is a 31% increase in administrative salaries from the 2020/2021 approved budget and felt there should be a drop in administrative salaries as the accountant position was eliminated and the Board has not authorized any additional positions. Additionally, Director Nitikman expressed concerns with increases in legal services.

In terms of legal services, General Manager Mendoza stated it is a good projection with some of the issues the RCSD will be taking on such as local control, street sweeping, the Montecito parking issue and unanticipated legal fees related to COVID-19.

In response to Director Rips question, Mr. Pun noted the contract for accounting (\$60,000) is shown under contract services and stated administrative salaries includes the salaries of the

General Manager, the Administrative Assistant, the General Clerk, and the Administrative Clerk.

Mr. Pun noted there may be a classification issue.

In reply to President Barke's inquiry, General Manager Mendoza reported the Board has until the end of August to approve the budget.

President Barke suggested tabling this item to the next regular Board meeting and ask the Budget Committee to review the budget and return with a report with clarifications and recommendations.

Mr. Pun continued with his presentation of the budget.

Discussion followed regarding salaries for the Recreation Department, streetlights, Rossmoor Park operations and maintenance expenses and staying flexible relative to trees.

President Barke opened the public hearing.

There were no public comments on this item.

President Barke closed the public hearing.

Motion by Director Nitikman, seconded by Director DeMarco to forward the matter to the Budget Committee including review of the overall budget, administrative salaries, legal fees, streetlights, and trees and continue this item to the next regularly scheduled Board meeting. Motion passed 5-0.

2. PUBLIC HEARING: APPEAL OF GENERAL MANAGER ISSUANCE OF USER PERMITS TO ORANGE COUNTY BOARD OF EDUCATION TO UTILIZE RUSH PARK AUDITORIUM TO HOLD ETHNIC STUDIES FORUMS ON JULY 27, 2021, AND AUGUST 24, 2021

President Barke stated since the item has been revoked, there is no reason for the public hearing.

It was noted the appeal fee will be returned to the petitioner.

G. RESOLUTIONS

1. RESOLUTION NO. 21-07-13-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2021-2022 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

Motion by President Barke, seconded by Director Nitikman to continue this item to the next regularly scheduled Board meeting. Motion passed 5-0.

2. RESOLUTION NO. 21-07-13-02 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

General Manager Mendoza presented a brief report.

Motion by President Barke, seconded by Director Nitikman to waive full reading of and adopt RESOLUTION NO. 21-07-13-02 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM.

The motion carried 5-0, with the following vote:

| | |
|----------|--|
| AYES: | Directors Nitikman, Rips, DeMarco, Searles and President Barke |
| NOES: | None |
| ABSTAIN: | None |
| ABSENT: | None |

ORDINANCES - None

H. REGULAR CALENDAR

1. CONSIDERATION OF CONDUCTING AN EDUCATIONAL WORKSHOP ON LOCAL CONTROL

General Manager Mendoza presented details of the report.

Director Nitikman suggested reaching out to the community to gauge interest; stated he envisioned several workshops on the topic and noted the importance of having two-way communication and getting community input.

Director Rips recommended formally reaching out to RHA and schedule the date with them to ensure they are part of the workshop.

Director DeMarco discussed managing contracts; noted the need for information to understand provisions; stated the first step is community buy-in and asked for information regarding how to obtain local control with options.

Director Nitikman suggested holding a workshop at 6:00 p.m., next month, right before the regular Board meeting to discuss the process.

President Barke invited public comments.

Nia Hartman suggested holding an educational forum for the community on the budget and another to review RCSD goals and whether RCSD is working on those goals prior to workshops on local control.

Dave Vandervoet, via Zoom, spoke about the flood control channels and mosquitos and reported sending emails to the County and RCSD but noted there has been no response.

President Barke asked General Manager Mendoza to speak with Mr. Vandervoet regarding the matter.

There were no other public comments.

President Barke requested inviting a representative from the Community Services District Association to the next Board meeting.

Director Nitikman asked the General Manager to provide possible dates, subjects, and approaches for the Board to consider.

I. GENERAL MANAGER ITEMS

General Manager Mendoza provided an update on the Caltrans sound wall; discussed the recent First Annual Foodie Festival; addressed upcoming movie nights and concerts; spoke about sales tax and zip code issues and hiring a legislative advocate; talked about athletic fields and street sweeping routes and schedules, and announced Los Alamitos is considering asking RCSD to pay a portion of crossing guard funding.

J. BOARD MEMBER ITEMS

Director Nitikman discussed an upcoming Library Book Sale by the Friends of the Library; reported the Library is currently in operation; referenced a flier from CR&R regarding the new waste and recycling program; noted e-waste includes anything with a battery but batteries are categorized as household hazardous waste and must be disposed at special collection sites in Anaheim or Irvine and suggested that CR&R work on drop-off procedures for Rossmoor residents, as part of their waste and recycling program.

It was noted that used batteries can be dropped off at any Home Depot.

Director Searles thanked Supervisor Foley for inviting him to a recent Mayor's Breakfast; spoke about funding for arts and nutritional programming; thanked the public for participating this evening and announced upcoming shredding events.

Director DeMarco discussed the possibility of installing pickleball courts in Rossmoor parks and spoke about the importance of hiring a legislative advocate.

K. GENERAL COUNSEL ITEMS

Legal Counsel Tarquin Preziosi recommended no Closed Session tonight.

L. CLOSED SESSION

1. CONFERENCE WITH LEGAL COUNSEL

Consideration of discipline or dismissal of a public employee.
Government Code Section 54957(b)(1).

Motion by Director DeMarco, seconded by President Barke, to cancel Closed Session. Motion passed 5-0.

M. ADJOURNMENT

Motion by President Barke, seconded by Director DeMarco, to adjourn the regular meeting at 9:45 p.m. Motion passed 5-0.

SUBMITTED BY:

Joe Mendoza
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Accountant Ken Pun
Subject: JUNE 2021 REVENUE and EXPENDITURE REPORT

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Revenue and Expenditure Report for June 2021.

INFORMATION

The Revenue and Expenditure Report is submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenues and expenses.

ATTACHMENTS

1. Revenue and Expenditure Report for the month of June 2021.

ATTACHMENT 1

**Rossmoor Community Services District
Schedule of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual
For the Twelve (12) months ended June 30, 2021**

| | Original Budget | YTD | | Adjustments ² | Current Month | | Variance | % of Budget |
|---------------------------|-------------------|------------------|---------------|--------------------------|------------------|----------------|---------------|-------------|
| | | 12-Month Actual | Actual | | June 2021 Actual | Actual | | |
| Revenues: | | | | | | | | |
| Property taxes | \$ 1,036,195 | \$ 1,079,804 | \$ - | \$ - | \$ 8,405 | \$ (43,609) | 104.21% | |
| Assessments | 360,000 | 376,364 | - | - | 773 | (16,364) | 104.55% | |
| Use of money and property | 16,000 | 8,167 | - | - | 553 | 7,833 | 51.04% | |
| Intergovernmental | 65,400 | 63,228 | - | - | 60,745 | 2,172 | 96.68% | |
| Fees and services | 164,900 | 123,335 | - | - | 16,880 | 41,565 | 74.79% | |
| Other revenues | 37,000 | 14,256 | - | - | 2,575 | 22,744 | 38.53% | |
| Total revenues | 1,679,495 | 1,665,154 | - | - | 89,931 | 14,341 | 99.15% | |
| Expenditures: | | | | | | | | |
| Administration | 781,025 | 923,817 | 12,276 | 105,347 | (142,792) | 118.28% | | |
| Recreation | 39,750 | 16,580 | - | 2,660 | 23,170 | 41.71% | | |
| Rossmoor Park | 101,910 | 122,283 | 1,019 | 5,217 | (20,373) | 119.99% | | |
| Montecito Center | 31,660 | 26,800 | 4,725 | 3,080 | 4,860 | 84.65% | | |
| Rush Park | 186,240 | 157,313 | 3,526 | 11,859 | 28,927 | 84.47% | | |
| Street Lighting | 108,000 | 50,943 | - | - | 57,057 | 47.17% | | |
| Rossmoor Wall | 3,700 | - | - | - | 3,700 | 0.00% | | |
| Street Sweeping | 60,000 | 62,267 | - | 5,095 | (2,267) | 103.78% | | |
| Parkway Trees | 166,500 | 175,253 | 1,754 | 1,082 | (8,753) | 105.26% | | |
| Mini-Parks and Medians | 14,500 | 8,304 | 717 | 276 | 6,196 | 57.27% | | |
| Total expenditures | 1,493,285 | 1,543,560 | 24,017 | 134,616 | (50,275) | 103.37% | | |
| Changes in Fund Balance | <u>\$ 186,210</u> | 121,594 | | <u>\$ (44,685)</u> | <u>\$ 64,616</u> | | | |
| Fund Balance: | | | | | | | | |
| Beginning of Period | | | | <u>1,126,955</u> | | | | |
| End of Period | | | | <u>\$ 1,248,549</u> | | | | |

1. Eliminated \$40,000 Transfer In from Fund 40 to reflect the true budget for Fund 10. Therefore, it does not agree to the Fund Balance Report.

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|--|--------------------------------|---------------|--------------|--------------|-----------|-------------|-------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | | |
| Revenues | | | | | | | | |
| Dept: 00 | | | | | | | | |
| Acct Class: 30 PROPERTY TAXES | | | | | | | | |
| 3000 | Current Secured Property Taxes | 957,500.00 | 957,500.00 | 1,000,481.97 | 0.00 | 0.00 | -42,981.97 | 104.5 |
| 3001 | Current unsecured prop tax | 29,000.00 | 29,000.00 | 30,352.60 | 4,739.58 | 0.00 | -1,352.60 | 104.7 |
| 3002 | Prior secured property taxes | 7,500.00 | 7,500.00 | 12,968.67 | 426.88 | 0.00 | -5,468.67 | 172.9 |
| 3003 | Prior unsecured prop taxes | 395.00 | 395.00 | 399.77 | 399.77 | 0.00 | -4.77 | 101.2 |
| 3004 | Delinquent property taxes | 800.00 | 800.00 | 0.00 | 0.00 | 0.00 | 800.00 | 0.0 |
| 3010 | Current supplemental assessmnt | 24,000.00 | 24,000.00 | 18,872.13 | 2,699.03 | 0.00 | 5,127.87 | 78.6 |
| 3011 | Prior supplemental assessment | 0.00 | 0.00 | 139.23 | 139.23 | 0.00 | -139.23 | 0.0 |
| 3020 | Public utility tax | 17,000.00 | 17,000.00 | 16,589.23 | 0.00 | 0.00 | 410.77 | 97.6 |
| PROPERTY TAXES | | 1,036,195.00 | 1,036,195.00 | 1,079,803.60 | 8,404.49 | 0.00 | -43,608.60 | 104.2 |
| Acct Class: 31 ASSESSMENTS | | | | | | | | |
| 3105 | Street light assessments | 360,000.00 | 360,000.00 | 376,364.46 | 773.19 | 0.00 | -16,364.46 | 104.5 |
| ASSESSMENTS | | 360,000.00 | 360,000.00 | 376,364.46 | 773.19 | 0.00 | -16,364.46 | 104.5 |
| Acct Class: 32 USE OF MONEY AND PROPERTY | | | | | | | | |
| 3200 | Interest on investments | 16,000.00 | 16,000.00 | 6,429.34 | 553.47 | 0.00 | 9,570.66 | 40.2 |
| USE OF MONEY AND PROPERTY | | 16,000.00 | 16,000.00 | 6,429.34 | 553.47 | 0.00 | 9,570.66 | 40.2 |
| Acct Class: 33 OTHER GOVERNMENT AGENCIES | | | | | | | | |
| 3301 | State homeowner proptax relief | 5,400.00 | 5,400.00 | 4,965.29 | 744.79 | 0.00 | 434.71 | 91.9 |
| 3305 | County street sweep reimburse | 60,000.00 | 60,000.00 | 60,000.00 | 60,000.00 | 0.00 | 0.00 | 100.0 |
| OTHER GOVERNMENT AGENCIES | | 65,400.00 | 65,400.00 | 64,965.29 | 60,744.79 | 0.00 | 434.71 | 99.3 |
| Acct Class: 34 FEES AND SERVICES | | | | | | | | |
| 3404 | Court reservations | 25,000.00 | 25,000.00 | 63,613.96 | 8,341.50 | 0.00 | -38,613.96 | 254.5 |
| 3405 | Wall Rental | 400.00 | 400.00 | 40.00 | 0.00 | 0.00 | 360.00 | 10.0 |
| 3406 | Ball field reservations | 23,000.00 | 23,000.00 | 11,227.50 | 0.00 | 0.00 | 11,772.50 | 48.8 |
| 3407 | Tree Trim Permits | 0.00 | 0.00 | 425.00 | 45.00 | 0.00 | -425.00 | 0.0 |
| 3410 | Rossmoor building rental | 16,500.00 | 16,500.00 | 3,394.00 | 45.00 | 0.00 | 13,106.00 | 20.6 |
| 3412 | Montecito building rental | 25,000.00 | 25,000.00 | 10,838.00 | 1,224.00 | 0.00 | 14,162.00 | 43.4 |
| 3414 | Rush Park Building Rental | 75,000.00 | 75,000.00 | 33,796.50 | 7,224.00 | 0.00 | 41,203.50 | 45.1 |
| FEES AND SERVICES | | 164,900.00 | 164,900.00 | 123,334.96 | 16,879.50 | 0.00 | 41,565.04 | 74.8 |
| Acct Class: 35 OTHER REVENUE | | | | | | | | |
| 3500 | Other miscellaneous revenue | 3,000.00 | 3,000.00 | 14,256.59 | 2,575.45 | 0.00 | -11,256.59 | 475.2 |
| 3502 | Administrative Fee | 20,000.00 | 20,000.00 | 0.00 | 0.00 | 0.00 | 20,000.00 | 0.0 |
| 3504 | Winterfest Sponsorships | 14,000.00 | 14,000.00 | 0.00 | 0.00 | 0.00 | 14,000.00 | 0.0 |
| 3600 | TRANSFER IN/OUT OTHER FUNDS | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| OTHER REVENUE | | 77,000.00 | 77,000.00 | 14,256.59 | 2,575.45 | 0.00 | 62,743.41 | 18.5 |
| Dept: 00 | | 1,719,495.00 | 1,719,495.00 | 1,665,154.24 | 89,930.89 | 0.00 | 54,340.76 | 96.8 |
| Revenues | | 1,719,495.00 | 1,719,495.00 | 1,665,154.24 | 89,930.89 | 0.00 | 54,340.76 | 96.8 |
| Expenditures | | | | | | | | |
| Dept: 10 ADMINISTRATION | | | | | | | | |
| Acct Class: 40 SALARIES AND BENEFITS | | | | | | | | |
| 4000 | Board of Directors Compensatn | 9,000.00 | 9,000.00 | 12,731.52 | 1,638.05 | 0.00 | -3,731.52 | 141.5 |
| 4001 | Salaries - Full-time | 0.00 | 0.00 | 100,182.34 | 0.00 | 0.00 | -100,182.34 | 0.0 |
| 4002 | Salaries - Part-time | 20,000.00 | 20,000.00 | 27,001.95 | 5,663.87 | 0.00 | -7,001.95 | 135.0 |
| 4003 | Salaries - Overtime | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.0 |
| 4005 | Salaries - Event Attendant | 0.00 | 0.00 | 75.00 | 75.00 | 0.00 | -75.00 | 0.0 |
| 4006 | SALARY - ADMINISTRATION | 168,000.00 | 168,000.00 | 132,268.15 | 7,930.79 | 0.00 | 35,731.85 | 78.7 |
| 4007 | Vehicle Allowance | 1,500.00 | 1,500.00 | 1,070.56 | 259.40 | 0.00 | 429.44 | 71.4 |
| 4008 | SALARY - RECREATION | 108,800.00 | 108,800.00 | 41,499.77 | 6,579.76 | 0.00 | 67,300.23 | 38.1 |
| 4009 | SALARY - PARK/TREE MAINTENANCE | 109,600.00 | 109,600.00 | 49,174.49 | 8,660.09 | 0.00 | 60,425.51 | 44.9 |
| 4010 | Workers Compensation Insurance | 15,000.00 | 15,000.00 | 39,147.18 | 22,028.37 | 0.00 | -24,147.18 | 261.0 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

For the Period: 7/1/2020 to 6/30/2021

| | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---|-------------------|-------------------|-------------------|-------------------|-------------|--------------------|--------------|
| Fund: 10 - GENERAL FUND | | | | | | | |
| Expenditures | | | | | | | |
| Dept: 10 ADMINISTRATION | | | | | | | |
| Acct Class: 40 SALARIES AND BENEFITS | | | | | | | |
| 4011 Medical Insurance | 75,000.00 | 75,000.00 | 81,510.24 | 0.00 | 0.00 | -6,510.24 | 108.7 |
| 4015 Federal Payroll Tax -FICA | 36,000.00 | 36,000.00 | 51,708.97 | 6,089.16 | 0.00 | -15,708.97 | 143.6 |
| 4018 State Payroll Taxes | 0.00 | 0.00 | 3,651.48 | 0.00 | 0.00 | -3,651.48 | 0.0 |
| SALARIES AND BENEFITS | 544,400.00 | 544,400.00 | 540,021.65 | 58,924.49 | 0.00 | 4,378.35 | 99.2 |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5002 Insurance - Liability | 24,165.00 | 24,165.00 | 68,318.00 | 8,529.00 | 0.00 | -44,153.00 | 282.7 |
| 5004 Memberships and Dues | 7,200.00 | 7,200.00 | 6,367.76 | 0.00 | 0.00 | 832.24 | 88.4 |
| 5006 Travel & Meetings | 2,500.00 | 2,500.00 | 2,725.39 | 0.00 | 0.00 | -225.39 | 109.0 |
| 5007 Televised Meeting Costs | 17,860.00 | 17,860.00 | 19,419.20 | 1,667.10 | 0.00 | -1,559.20 | 108.7 |
| 5010 Publications & Legal Notices | 6,500.00 | 6,500.00 | 1,996.88 | 468.75 | 0.00 | 4,503.12 | 30.7 |
| 5012 Printing | 3,000.00 | 3,000.00 | 10,877.99 | 0.00 | 0.00 | -7,877.99 | 362.6 |
| 5014 Postage | 5,000.00 | 5,000.00 | 957.58 | 0.00 | 0.00 | 4,042.42 | 19.2 |
| 5015 Covid Expense | 0.00 | 0.00 | 18,904.96 | 508.82 | 0.00 | -18,904.96 | 0.0 |
| 5016 Office Supplies | 10,000.00 | 10,000.00 | 26,191.38 | 1,561.62 | 0.00 | -16,191.38 | 261.9 |
| 5017 Community Events | 0.00 | 0.00 | 480.00 | 480.00 | 0.00 | -480.00 | 0.0 |
| 5020 Telephone | 12,500.00 | 12,500.00 | 9,034.73 | 187.93 | 0.00 | 3,465.27 | 72.3 |
| 5021 Computer Costs | 5,000.00 | 5,000.00 | 4,347.29 | 0.00 | 0.00 | 652.71 | 86.9 |
| 5030 Vehicle Maintenance | 0.00 | 0.00 | 2,037.19 | 0.00 | 0.00 | -2,037.19 | 0.0 |
| 5045 Miscellaneous Expenditures | 10,000.00 | 10,000.00 | 43,618.01 | 3,284.38 | 0.00 | -33,618.01 | 436.2 |
| 5046 Bank Service Charge | 3,400.00 | 3,400.00 | 1,885.08 | 0.00 | 0.00 | 1,514.92 | 55.4 |
| 5050 Elections | 8,000.00 | 8,000.00 | 8,528.20 | 0.00 | 0.00 | -528.20 | 106.6 |
| 5052 Minor Facility Repairs | 0.00 | 0.00 | 125.00 | 0.00 | 0.00 | -125.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 115,125.00 | 115,125.00 | 225,814.64 | 16,687.60 | 0.00 | -110,689.64 | 196.1 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5610 Legal Counsel | 50,000.00 | 50,000.00 | 66,924.81 | 22,826.62 | 0.00 | -16,924.81 | 133.8 |
| 5615 Financial Audit-Consulting | 13,000.00 | 13,000.00 | 13,000.00 | 0.00 | 0.00 | 0.00 | 100.0 |
| 5617 Administrative Fees | 0.00 | 0.00 | 2,302.52 | 0.00 | 0.00 | -2,302.52 | 0.0 |
| 5619 Bond Trustee | 0.00 | 0.00 | 3,323.50 | 0.00 | 0.00 | -3,323.50 | 0.0 |
| 5670 Other Professional Services | 50,000.00 | 50,000.00 | 70,223.51 | 6,908.00 | 0.00 | -20,223.51 | 140.4 |
| CONTRACT SERVICES | 113,000.00 | 113,000.00 | 155,774.34 | 29,734.62 | 0.00 | -42,774.34 | 137.9 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6005 Buildings and Improvements | 6,500.00 | 6,500.00 | 2,206.82 | 0.00 | 0.00 | 4,293.18 | 34.0 |
| 6010 Equipment | 2,000.00 | 2,000.00 | 0.00 | 0.00 | 0.00 | 2,000.00 | 0.0 |
| CAPITAL EXPENDITURES | 8,500.00 | 8,500.00 | 2,206.82 | 0.00 | 0.00 | 6,293.18 | 26.0 |
| ADMINISTRATION | 781,025.00 | 781,025.00 | 923,817.45 | 105,346.71 | 0.00 | -142,792.45 | 118.3 |
| Dept: 20 RECREATION | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5016 Office Supplies | 0.00 | 0.00 | 150.00 | 0.00 | 0.00 | -150.00 | 0.0 |
| 5017 Community Events | 39,500.00 | 39,500.00 | 15,430.00 | 1,660.00 | 0.00 | 24,070.00 | 39.1 |
| 5019 Fireworks | 0.00 | 0.00 | 1,000.00 | 1,000.00 | 0.00 | -1,000.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 39,500.00 | 39,500.00 | 16,580.00 | 2,660.00 | 0.00 | 22,920.00 | 42.0 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6010 Equipment | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| CAPITAL EXPENDITURES | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| RECREATION | 39,750.00 | 39,750.00 | 16,580.00 | 2,660.00 | 0.00 | 23,170.00 | 41.7 |
| Dept: 30 ROSSMOOR PARK | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5018 Janitorial Supplies | 6,000.00 | 6,000.00 | 3,882.67 | 0.00 | 0.00 | 2,117.33 | 64.7 |
| 5022 Utilities | 12,500.00 | 12,500.00 | 44,340.38 | 0.00 | 0.00 | -31,840.38 | 354.7 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---|--------------------------------|---------------|--------------|------------|----------|-------------|------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | | |
| Expenditures | | | | | | | | |
| Dept: 30 ROSSMOOR PARK | | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | | |
| 5023 | Water | 27,000.00 | 27,000.00 | 35,103.91 | 0.00 | 0.00 | -8,103.91 | 130.0 |
| 5025 | SECURED PROP TAX | 1,060.00 | 1,060.00 | 518.49 | 0.00 | 0.00 | 541.51 | 48.9 |
| 5030 | Vehicle Maintenance | 1,050.00 | 1,050.00 | 165.42 | 0.00 | 0.00 | 884.58 | 15.8 |
| 5032 | Building & Grounds-Maintenance | 30,000.00 | 30,000.00 | 10,953.78 | 2,729.00 | 0.00 | 19,046.22 | 36.5 |
| 5034 | Alarm Systems | 850.00 | 850.00 | 618.58 | 0.00 | 0.00 | 231.42 | 72.8 |
| 5045 | Miscellaneous Expenditures | 450.00 | 450.00 | 0.00 | 0.00 | 0.00 | 450.00 | 0.0 |
| 5051 | Equipment Rental | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| 5052 | Minor Facility Repairs | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | | 79,410.00 | 79,410.00 | 95,583.23 | 2,729.00 | 0.00 | -16,173.23 | 120.4 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | | |
| 5655 | Landscape Maintenance | 22,000.00 | 22,000.00 | 25,680.46 | 2,487.71 | 0.00 | -3,680.46 | 116.7 |
| 5656 | Tree Trimming | 0.00 | 0.00 | 1,019.00 | 0.00 | 0.00 | -1,019.00 | 0.0 |
| CONTRACT SERVICES | | 22,000.00 | 22,000.00 | 26,699.46 | 2,487.71 | 0.00 | -4,699.46 | 121.4 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | | |
| 6010 | Equipment | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.0 |
| CAPITAL EXPENDITURES | | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.0 |
| ROSSMOOR PARK | | | | | | | | |
| 101,910.00 | | 101,910.00 | 122,282.69 | 5,216.71 | 0.00 | -20,372.69 | 120.0 | |
| Dept: 40 MONTECITO CENTER | | | | | | | | |
| Acct Class: 40 SALARIES AND BENEFITS | | | | | | | | |
| 4011 | Medical Insurance | 0.00 | 0.00 | 6,119.88 | 0.00 | 0.00 | -6,119.88 | 0.0 |
| SALARIES AND BENEFITS | | 0.00 | 0.00 | 6,119.88 | 0.00 | 0.00 | -6,119.88 | 0.0 |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | | |
| 5018 | Janitorial Supplies | 6,000.00 | 6,000.00 | 3,882.67 | 0.00 | 0.00 | 2,117.33 | 64.7 |
| 5022 | Utilities | 2,000.00 | 2,000.00 | 579.61 | 0.00 | 0.00 | 1,420.39 | 29.0 |
| 5023 | Water | 2,250.00 | 2,250.00 | 1,104.29 | 0.00 | 0.00 | 1,145.71 | 49.1 |
| 5025 | SECURED PROP TAX | 910.00 | 910.00 | 435.42 | 0.00 | 0.00 | 474.58 | 47.8 |
| 5030 | Vehicle Maintenance | 1,050.00 | 1,050.00 | 165.52 | 0.00 | 0.00 | 884.48 | 15.8 |
| 5032 | Building & Grounds-Maintenance | 10,000.00 | 10,000.00 | 10,325.23 | 2,803.68 | 0.00 | -325.23 | 103.3 |
| 5034 | Alarm Systems | 500.00 | 500.00 | 597.55 | 0.00 | 0.00 | -97.55 | 119.5 |
| 5045 | Miscellaneous Expenditures | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.0 |
| 5051 | Equipment Rental | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| 5052 | Minor Facility Repairs | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | | 23,710.00 | 23,710.00 | 17,090.29 | 2,803.68 | 0.00 | 6,619.71 | 72.1 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | | |
| 5655 | Landscape Maintenance | 2,450.00 | 2,450.00 | 2,790.17 | 276.41 | 0.00 | -340.17 | 113.9 |
| CONTRACT SERVICES | | 2,450.00 | 2,450.00 | 2,790.17 | 276.41 | 0.00 | -340.17 | 113.9 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | | |
| 6005 | Buildings and Improvements | 5,000.00 | 5,000.00 | 800.00 | 0.00 | 0.00 | 4,200.00 | 16.0 |
| 6010 | Equipment | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.0 |
| CAPITAL EXPENDITURES | | 5,500.00 | 5,500.00 | 800.00 | 0.00 | 0.00 | 4,700.00 | 14.5 |
| MONTECITO CENTER | | | | | | | | |
| 31,660.00 | | 31,660.00 | 26,800.34 | 3,080.09 | 0.00 | 4,859.66 | 84.7 | |
| Dept: 50 RUSH PARK | | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | | |
| 5016 | Office Supplies | 0.00 | 0.00 | 956.65 | 0.00 | 0.00 | -956.65 | 0.0 |
| 5018 | Janitorial Supplies | 6,000.00 | 6,000.00 | 3,888.80 | 0.00 | 0.00 | 2,111.20 | 64.8 |
| 5022 | Utilities | 23,000.00 | 23,000.00 | 10,754.59 | 0.00 | 0.00 | 12,245.41 | 46.8 |
| 5023 | Water | 42,000.00 | 42,000.00 | 28,910.69 | 0.00 | 0.00 | 13,089.31 | 68.8 |
| 5025 | SECURED PROP TAX | 4,040.00 | 4,040.00 | 5,285.27 | 0.00 | 0.00 | -1,245.27 | 130.8 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

For the Period: 7/1/2020 to 6/30/2021

| | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---|---------------|--------------|------------|-----------|-------------|------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | |
| Expenditures | | | | | | | |
| Dept: 50 RUSH PARK | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5030 Vehicle Maintenance | 1,200.00 | 1,200.00 | 165.42 | 0.00 | 0.00 | 1,034.58 | 13.8 |
| 5032 Building & Grounds-Maintenance | 43,000.00 | 43,000.00 | 43,159.27 | 8,171.52 | 0.00 | -159.27 | 100.4 |
| 5034 Alarm Systems | 550.00 | 550.00 | 751.56 | 0.00 | 0.00 | -201.56 | 136.6 |
| 5045 Miscellaneous Expenditures | 250.00 | 250.00 | 1,200.00 | 1,200.00 | 0.00 | -950.00 | 480.0 |
| 5051 Equipment Rental | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| 5052 Minor Facility Repairs | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 120,540.00 | 120,540.00 | 95,072.25 | 9,371.52 | 0.00 | 25,467.75 | 78.9 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5655 Landscape Maintenance | 22,000.00 | 22,000.00 | 25,111.45 | 2,487.71 | 0.00 | -3,111.45 | 114.1 |
| CONTRACT SERVICES | 22,000.00 | 22,000.00 | 25,111.45 | 2,487.71 | 0.00 | -3,111.45 | 114.1 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6005 Buildings and Improvements | 43,700.00 | 43,700.00 | 37,129.50 | 0.00 | 0.00 | 6,570.50 | 85.0 |
| CAPITAL EXPENDITURES | 43,700.00 | 43,700.00 | 37,129.50 | 0.00 | 0.00 | 6,570.50 | 85.0 |
| RUSH PARK | 186,240.00 | 186,240.00 | 157,313.20 | 11,859.23 | 0.00 | 28,926.80 | 84.5 |
| Dept: 60 STREET LIGHTING | | | | | | | |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5650 Lighting and Maintenance | 108,000.00 | 108,000.00 | 50,943.07 | 0.00 | 0.00 | 57,056.93 | 47.2 |
| CONTRACT SERVICES | 108,000.00 | 108,000.00 | 50,943.07 | 0.00 | 0.00 | 57,056.93 | 47.2 |
| STREET LIGHTING | 108,000.00 | 108,000.00 | 50,943.07 | 0.00 | 0.00 | 57,056.93 | 47.2 |
| Dept: 65 ROSSMOOR WALL | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5002 Insurance - Liability | 2,200.00 | 2,200.00 | 0.00 | 0.00 | 0.00 | 2,200.00 | 0.0 |
| 5032 Building & Grounds-Maintenance | 1,500.00 | 1,500.00 | 0.00 | 0.00 | 0.00 | 1,500.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 3,700.00 | 3,700.00 | 0.00 | 0.00 | 0.00 | 3,700.00 | 0.0 |
| ROSSMOOR WALL | 3,700.00 | 3,700.00 | 0.00 | 0.00 | 0.00 | 3,700.00 | 0.0 |
| Dept: 70 STREET SWEEPING | | | | | | | |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5642 Street Sweeping | 60,000.00 | 60,000.00 | 62,267.40 | 5,095.35 | 0.00 | -2,267.40 | 103.8 |
| CONTRACT SERVICES | 60,000.00 | 60,000.00 | 62,267.40 | 5,095.35 | 0.00 | -2,267.40 | 103.8 |
| STREET SWEEPING | 60,000.00 | 60,000.00 | 62,267.40 | 5,095.35 | 0.00 | -2,267.40 | 103.8 |
| Dept: 80 PARKWAY TREES | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5017 Community Events | 1,500.00 | 1,500.00 | 72.20 | 0.00 | 0.00 | 1,427.80 | 4.8 |
| OPERATIONS AND MAINTENANCE | 1,500.00 | 1,500.00 | 72.20 | 0.00 | 0.00 | 1,427.80 | 4.8 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5656 Tree Trimming | 117,000.00 | 117,000.00 | 155,881.00 | 1,016.00 | 0.00 | -38,881.00 | 133.2 |
| 5660 TREE REMOVAL | 3,000.00 | 3,000.00 | 2,723.62 | 0.00 | 0.00 | 276.38 | 90.8 |
| CONTRACT SERVICES | 120,000.00 | 120,000.00 | 158,604.62 | 1,016.00 | 0.00 | -38,604.62 | 132.2 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6015 Trees | 45,000.00 | 45,000.00 | 16,576.00 | 66.00 | 0.00 | 28,424.00 | 36.8 |
| CAPITAL EXPENDITURES | 45,000.00 | 45,000.00 | 16,576.00 | 66.00 | 0.00 | 28,424.00 | 36.8 |
| PARKWAY TREES | 166,500.00 | 166,500.00 | 175,252.82 | 1,082.00 | 0.00 | -8,752.82 | 105.3 |

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---|---------------|--------------|--------------|------------|-------------|------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | |
| Expenditures | | | | | | | |
| Dept: 90 MINI-PARKS AND MEDIANS | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 5022 Utilities | 950.00 | 950.00 | 64.65 | 0.00 | 0.00 | 885.35 | 6.8 |
| 5023 Water | 8,200.00 | 8,200.00 | 5,449.61 | 0.00 | 0.00 | 2,750.39 | 66.5 |
| 5032 Building & Grounds-Maintenance | 2,500.00 | 2,500.00 | 0.00 | 0.00 | 0.00 | 2,500.00 | 0.0 |
| 5045 Miscellaneous Expenditures | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| 5051 Equipment Rental | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| 5052 Minor Facility Repairs | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 11,950.00 | 11,950.00 | 5,514.26 | 0.00 | 0.00 | 6,435.74 | 46.1 |
| Acct Class: 56 CONTRACT SERVICES | | | | | | | |
| 5655 Landscape Maintenance | 2,450.00 | 2,450.00 | 2,790.18 | 276.43 | 0.00 | -340.18 | 113.9 |
| CONTRACT SERVICES | 2,450.00 | 2,450.00 | 2,790.18 | 276.43 | 0.00 | -340.18 | 113.9 |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6010 Equipment | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| CAPITAL EXPENDITURES | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| MINI-PARKS AND MEDIANS | 14,500.00 | 14,500.00 | 8,304.44 | 276.43 | 0.00 | 6,195.56 | 57.3 |
| Expenditures | 1,493,285.00 | 1,493,285.00 | 1,543,561.41 | 134,616.52 | 0.00 | -50,276.41 | 103.4 |

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2020 to 6/30/2021

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

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|--|---------------|--------------|------------|------------|-------------|------------|-------|
| Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS | | | | | | | |
| Revenues | | | | | | | |
| Dept: 00 | | | | | | | |
| Acct Class: 30 PROPERTY TAXES | | | | | | | |
| 2999 FY Begin Fund Balance | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| PROPERTY TAXES | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Dept: 00 | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Revenues | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Expenditures | | | | | | | |
| Dept: 00 | | | | | | | |
| Acct Class: 50 OPERATIONS AND MAINTENANCE | | | | | | | |
| 9997 Transfer Out | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| OPERATIONS AND MAINTENANCE | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| Dept: 00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| Dept: 40 MONTECITO CENTER | | | | | | | |
| Acct Class: 60 CAPITAL EXPENDITURES | | | | | | | |
| 6005 Buildings and Improvements | 0.00 | 0.00 | 8,630.00 | 8,630.00 | 0.00 | -8,630.00 | 0.0 |
| CAPITAL EXPENDITURES | 0.00 | 0.00 | 8,630.00 | 8,630.00 | 0.00 | -8,630.00 | 0.0 |
| MONTECITO CENTER | 0.00 | 0.00 | 8,630.00 | 8,630.00 | 0.00 | -8,630.00 | 0.0 |
| Expenditures | 40,000.00 | 40,000.00 | 8,630.00 | 8,630.00 | 0.00 | 31,370.00 | 21.6 |
| Grand Total Net Effect: | 231,776.00 | 231,776.00 | 26,451.12 | -53,315.63 | 0.00 | 205,324.88 | |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

For the Period: 7/1/2020 to 6/30/2021

| | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|--------------------------------|---------------|--------------|--------------|------------|-------------|-------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | |
| Revenues | | | | | | | |
| Dept: 00 | | | | | | | |
| PROPERTY TAXES | 1,036,195.00 | 1,036,195.00 | 1,079,803.60 | 8,404.49 | 0.00 | -43,608.60 | 104.2 |
| ASSESSMENTS | 360,000.00 | 360,000.00 | 376,364.46 | 773.19 | 0.00 | -16,364.46 | 104.5 |
| USE OF MONEY AND PROPERTY | 16,000.00 | 16,000.00 | 6,429.34 | 553.47 | 0.00 | 9,570.66 | 40.2 |
| OTHER GOVERNMENT AGENCIES | 65,400.00 | 65,400.00 | 64,965.29 | 60,744.79 | 0.00 | 434.71 | 99.3 |
| FEES AND SERVICES | 164,900.00 | 164,900.00 | 123,334.96 | 16,879.50 | 0.00 | 41,565.04 | 74.8 |
| OTHER REVENUE | 77,000.00 | 77,000.00 | 14,256.59 | 2,575.45 | 0.00 | 62,743.41 | 18.5 |
| Dept: 00 | 1,719,495.00 | 1,719,495.00 | 1,665,154.24 | 89,930.89 | 0.00 | 54,340.76 | 96.8 |
| Revenues | 1,719,495.00 | 1,719,495.00 | 1,665,154.24 | 89,930.89 | 0.00 | 54,340.76 | 96.8 |
| Expenditures | | | | | | | |
| Dept: 10 ADMINISTRATION | | | | | | | |
| SALARIES AND BENEFITS | 544,400.00 | 544,400.00 | 540,021.65 | 58,924.49 | 0.00 | 4,378.35 | 99.2 |
| OPERATIONS AND MAINTENANCE | 115,125.00 | 115,125.00 | 225,814.64 | 16,687.60 | 0.00 | -110,689.64 | 196.1 |
| CONTRACT SERVICES | 113,000.00 | 113,000.00 | 155,774.34 | 29,734.62 | 0.00 | -42,774.34 | 137.9 |
| CAPITAL EXPENDITURES | 8,500.00 | 8,500.00 | 2,206.82 | 0.00 | 0.00 | 6,293.18 | 26.0 |
| ADMINISTRATION | 781,025.00 | 781,025.00 | 923,817.45 | 105,346.71 | 0.00 | -142,792.45 | 118.3 |
| Dept: 20 RECREATION | | | | | | | |
| OPERATIONS AND MAINTENANCE | 39,500.00 | 39,500.00 | 16,580.00 | 2,660.00 | 0.00 | 22,920.00 | 42.0 |
| CAPITAL EXPENDITURES | 250.00 | 250.00 | 0.00 | 0.00 | 0.00 | 250.00 | 0.0 |
| RECREATION | 39,750.00 | 39,750.00 | 16,580.00 | 2,660.00 | 0.00 | 23,170.00 | 41.7 |
| Dept: 30 ROSSMOOR PARK | | | | | | | |
| OPERATIONS AND MAINTENANCE | 79,410.00 | 79,410.00 | 95,583.23 | 2,729.00 | 0.00 | -16,173.23 | 120.4 |
| CONTRACT SERVICES | 22,000.00 | 22,000.00 | 26,699.46 | 2,487.71 | 0.00 | -4,699.46 | 121.4 |
| CAPITAL EXPENDITURES | 500.00 | 500.00 | 0.00 | 0.00 | 0.00 | 500.00 | 0.0 |
| ROSSMOOR PARK | 101,910.00 | 101,910.00 | 122,282.69 | 5,216.71 | 0.00 | -20,372.69 | 120.0 |
| Dept: 40 MONTECITO CENTER | | | | | | | |
| SALARIES AND BENEFITS | 0.00 | 0.00 | 6,119.88 | 0.00 | 0.00 | -6,119.88 | 0.0 |
| OPERATIONS AND MAINTENANCE | 23,710.00 | 23,710.00 | 17,090.29 | 2,803.68 | 0.00 | 6,619.71 | 72.1 |
| CONTRACT SERVICES | 2,450.00 | 2,450.00 | 2,790.17 | 276.41 | 0.00 | -340.17 | 113.9 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---------------------------------------|---------------|--------------|--------------|------------|-------------|------------|-------|
| Fund: 10 - GENERAL FUND | | | | | | | |
| Expenditures | | | | | | | |
| Dept: 40 MONTECITO CENTER | | | | | | | |
| CAPITAL EXPENDITURES | 5,500.00 | 5,500.00 | 800.00 | 0.00 | 0.00 | 4,700.00 | 14.5 |
| MONTECITO CENTER | 31,660.00 | 31,660.00 | 26,800.34 | 3,080.09 | 0.00 | 4,859.66 | 84.7 |
| Dept: 50 RUSH PARK | | | | | | | |
| OPERATIONS AND MAINTENANCE | 120,540.00 | 120,540.00 | 95,072.25 | 9,371.52 | 0.00 | 25,467.75 | 78.9 |
| CONTRACT SERVICES | 22,000.00 | 22,000.00 | 25,111.45 | 2,487.71 | 0.00 | -3,111.45 | 114.1 |
| CAPITAL EXPENDITURES | 43,700.00 | 43,700.00 | 37,129.50 | 0.00 | 0.00 | 6,570.50 | 85.0 |
| RUSH PARK | 186,240.00 | 186,240.00 | 157,313.20 | 11,859.23 | 0.00 | 28,926.80 | 84.5 |
| Dept: 60 STREET LIGHTING | | | | | | | |
| CONTRACT SERVICES | 108,000.00 | 108,000.00 | 50,943.07 | 0.00 | 0.00 | 57,056.93 | 47.2 |
| STREET LIGHTING | 108,000.00 | 108,000.00 | 50,943.07 | 0.00 | 0.00 | 57,056.93 | 47.2 |
| Dept: 65 ROSSMOOR WALL | | | | | | | |
| OPERATIONS AND MAINTENANCE | 3,700.00 | 3,700.00 | 0.00 | 0.00 | 0.00 | 3,700.00 | 0.0 |
| ROSSMOOR WALL | 3,700.00 | 3,700.00 | 0.00 | 0.00 | 0.00 | 3,700.00 | 0.0 |
| Dept: 70 STREET SWEEPING | | | | | | | |
| CONTRACT SERVICES | 60,000.00 | 60,000.00 | 62,267.40 | 5,095.35 | 0.00 | -2,267.40 | 103.8 |
| STREET SWEEPING | 60,000.00 | 60,000.00 | 62,267.40 | 5,095.35 | 0.00 | -2,267.40 | 103.8 |
| Dept: 80 PARKWAY TREES | | | | | | | |
| OPERATIONS AND MAINTENANCE | 1,500.00 | 1,500.00 | 72.20 | 0.00 | 0.00 | 1,427.80 | 4.8 |
| CONTRACT SERVICES | 120,000.00 | 120,000.00 | 158,604.62 | 1,016.00 | 0.00 | -38,604.62 | 132.2 |
| CAPITAL EXPENDITURES | 45,000.00 | 45,000.00 | 16,576.00 | 66.00 | 0.00 | 28,424.00 | 36.8 |
| PARKWAY TREES | 166,500.00 | 166,500.00 | 175,252.82 | 1,082.00 | 0.00 | -8,752.82 | 105.3 |
| Dept: 90 MINI-PARKS AND MEDIANS | | | | | | | |
| OPERATIONS AND MAINTENANCE | 11,950.00 | 11,950.00 | 5,514.26 | 0.00 | 0.00 | 6,435.74 | 46.1 |
| CONTRACT SERVICES | 2,450.00 | 2,450.00 | 2,790.18 | 276.43 | 0.00 | -340.18 | 113.9 |
| CAPITAL EXPENDITURES | 100.00 | 100.00 | 0.00 | 0.00 | 0.00 | 100.00 | 0.0 |
| MINI-PARKS AND MEDIANS | 14,500.00 | 14,500.00 | 8,304.44 | 276.43 | 0.00 | 6,195.56 | 57.3 |
| Expenditures | 1,493,285.00 | 1,493,285.00 | 1,543,561.41 | 134,616.52 | 0.00 | -50,276.41 | 103.4 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|---|---------------|--------------|------------|----------|-------------|------------|-------|
| Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH | | | | | | | |
| Revenues | | | | | | | |
| Dept: 00 | | | | | | | |
| ASSESSMENTS | 0.00 | 0.00 | 3,279.25 | 0.00 | 0.00 | -3,279.25 | 0.0 |
| OTHER REVENUE | 433,324.00 | 433,324.00 | 0.00 | 0.00 | 0.00 | 433,324.00 | 0.0 |
| Dept: 00 | 433,324.00 | 433,324.00 | 3,279.25 | 0.00 | 0.00 | 430,044.75 | 0.8 |
| Revenues | 433,324.00 | 433,324.00 | 3,279.25 | 0.00 | 0.00 | 430,044.75 | 0.8 |
| Expenditures | | | | | | | |
| Dept: 50 RUSH PARK | | | | | | | |
| CONTRACT SERVICES | 23,324.00 | 23,324.00 | 89,790.96 | 0.00 | 0.00 | -66,466.96 | 385.0 |
| DEBT SERVICE | 410,000.00 | 410,000.00 | 0.00 | 0.00 | 0.00 | 410,000.00 | 0.0 |
| RUSH PARK | 433,324.00 | 433,324.00 | 89,790.96 | 0.00 | 0.00 | 343,533.04 | 20.7 |
| Expenditures | 433,324.00 | 433,324.00 | 89,790.96 | 0.00 | 0.00 | 343,533.04 | 20.7 |

REVENUE/EXPENDITURE REPORT

Rossmoor Community

| For the Period: 7/1/2020 to 6/30/2021 | Original Bud. | Amended Bud. | YTD Actual | CURR MTH | Encumb. YTD | UnencBal | % Bud |
|--|---------------|--------------|------------|------------|-------------|------------|-------|
| Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS | | | | | | | |
| Revenues | | | | | | | |
| Dept: 00 | | | | | | | |
| PROPERTY TAXES | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Dept: 00 | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Revenues | 45,566.00 | 45,566.00 | 0.00 | 0.00 | 0.00 | 45,566.00 | 0.0 |
| Expenditures | | | | | | | |
| Dept: 00 | | | | | | | |
| OPERATIONS AND MAINTENANCE | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| Dept: 00 | 40,000.00 | 40,000.00 | 0.00 | 0.00 | 0.00 | 40,000.00 | 0.0 |
| Dept: 40 MONTECITO CENTER | | | | | | | |
| CAPITAL EXPENDITURES | 0.00 | 0.00 | 8,630.00 | 8,630.00 | 0.00 | -8,630.00 | 0.0 |
| MONTECITO CENTER | 0.00 | 0.00 | 8,630.00 | 8,630.00 | 0.00 | -8,630.00 | 0.0 |
| Expenditures | 40,000.00 | 40,000.00 | 8,630.00 | 8,630.00 | 0.00 | 31,370.00 | 21.6 |
| Grand Total Net Effect: | 231,776.00 | 231,776.00 | 26,451.12 | -53,315.63 | 0.00 | 205,324.88 | |

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-1

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: PUBLIC HEARING – CONSIDERATION OF RENTAL FEE INCREASES FOR TENNIS COURTS, ATHLETIC FIELDS AND PICNIC SHELTERS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors:

1. Open the public hearing for the Consideration of Rental Fee Increases for Tennis Courts, Athletic Fields and Picnic Shelters;
2. Take public testimony;
3. Close the public hearing;
4. Deliberate; and
5. Approve the proposed rental fee increases for tennis courts, athletic fields and picnic shelters.

BACKGROUND

In an effort to evaluate the current fees for RCSD tennis court rentals, athletic fields, and picnic shelters, RCSD staff researched the current market by comparing the fee schedules of surrounding agencies with the District's fee current schedule (Attachment 1). The last time this was done and fees were raised by the District was in September 2017. This information was presented to the Budget Committee (Directors DeMarco and Rips) on June 1, 2021.

On June 8, 2021, this item was presented to the RCSD Board of Directors at their regular meeting. The item was discussed and the General Manager was directed to provide information regarding the percentage of cost being recovered by rental fees and provide an example of non-profits using the fields. The Board further directed that the item be placed on a future agenda as a public hearing item and properly noticed.

INFORMATION

The General Manager was directed to publish a Notice of Public Hearing for the August 10, 2021 RCSD Board of Directors meeting. The Notice was published as required and a copy of the Notice of Public Hearing is Attachment 2.

Non-profit groups using District fields are AYSO, LAGSL and FNL. All of these groups are charged at the same rate. LAGSL organization has an MOU and provides field maintenance and incurs all costs for the upkeep of the fields. Prior to COVID, LAGSL

invested \$10,000 in laser grading, adding brick dust and grooming the three fields at Rossmoor Park.

Fee changes considered by the Budget Committee (Attachment 3) were as follows: tennis court fees would increase slightly with resident rates for non-peak hours going from \$6 to \$7 per hour, and non-resident rates for non-peak hours increasing from \$8 to \$9 per hour. For peak hours (after 5 p.m.) and weekends, the resident rate would increase from \$8 to \$9 per hour and non-resident rates would increase from \$10 to \$11 per hour.

Field space at both Rush Park and Rossmoor Park are always in high demand. To help maintain the fields, an increase is suggested to the hourly rates. The non-profit rate would increase from \$6 to \$7 per hour, resident rates would increase from \$12 to a \$13 per hour, and non-resident rates would increase from \$18.50 to \$20 per hour.

The Rush Park and Rossmoor Park picnic sites and canopy area provide a great space for residents to enjoy. To help keep these areas clean and maintained, staff suggests an increase in the rates for all areas: an increase from \$25 to \$30 for the regular picnic sites and an increase from \$50 to \$60 for the large canopy area at Rush Park. Rates are still below the average for the surrounding communities and these areas can only be reserved by Rossmoor residents.

Attachment 4 is an itemized expenditure and revenue chart for both Rossmoor and Rush Parks. This chart identifies picnic shelters, athletic fields and tennis courts revenue vs. expenditures – comparing FY 2018-2019 (pre-COVID) and projected FY 2021-2022. Both parks are unique due to their respective amenities, so the revenue generated is not necessarily comparable. Rossmoor Park generates more revenue because of the active athletic venues it offers. Taking a holistic view of combined revenues (\$76,343) and expenditures (\$224,020) for Rossmoor and Rush parks the cost recovery rate is 34%.

It has been the philosophy of the RCSD to provide service and amenities to the community. It is recognized that an annual subsidy by the District is made to enhance participation and quality of life for our residents.

The fee increases that have been identified are necessary to provide ongoing revenue in order to maintain the facilities for our users. The Budget Committee recognized the importance of incrementally increasing the District's fee structure in order to keep up with the surrounding agencies and to generate funds for ongoing maintenance and services. Therefore, they recommended that this item be brought to the RCSD Board of Directors for approval.

Fiscal Impact

The suggested fee increases would result in an estimated increase in revenue of \$4,500 annually based on current usage.

ATTACHMENTS

1. 2021 Fee Study
2. Notice of Public Hearing for August 10, 2021 Meeting
3. RCSD Proposed Fees and Analysis 2021
4. Cost Recovery Analysis for Rossmoor and Rush Parks – Picnic Shelters, Athletic Fields and Tennis Courts

FEE STUDY 2021

| COURTS | Los Alamitos | Seal Beach | Cypress |
|-------------|-------------------------|---|----------------------|
| Tennis | \$7/hr | 12pm-5pm Resident \$10/hr -Non-Resident \$12/hr | No Fee |
| | | 5pm-9:30pm Resident \$13/hr Non-Resident \$15/hr | |
| FIELDS | | | |
| FIELD 1/2/3 | Non-Profit \$9/hr | Youth Resident \$16/hr | Resident \$15/hr |
| | Resident \$12/hr | Youth Non-Resident \$26/hr | |
| | Non-Resident \$12/hr | Business Use \$88/hr | Non-Resident \$20/hr |
| PICNICS | | | |
| Picnic Area | Small \$25 Res/\$40 Non | Resident \$36/hr | Resident Only |
| | Large \$35 Res/\$50 Non | Non-Resident \$57/hr | \$25 |
| | (4 Hours) | | |

| COURTS | Long Beach | Garden Grove | La Palma | Cerritos |
|-------------|-------------------------------|--------------------------------|------------------------|---------------------------------|
| Tennis | 7am-4pm \$9/hr | No Fee | \$13/hr | Resident no charge |
| | 4pm - Close \$14/hr | | | 10am-3pm Non-Resident \$7/hr |
| FIELDS | | | | |
| FIELD 1/2/3 | Adult Resident \$33/hr | Non-Profit \$2/hr | \$19/hr | \$15/hr after 8pm |
| | Adult Non-Resident \$48/hr | Resident \$15/hr | | |
| | Youth Inclusive \$20/hr | Non-Resident \$32/hr | | |
| | Profit Use \$64/hr | | | |
| PICNICS | | | | |
| Picnic Area | Family/NonProfit \$68 - \$200 | Shelter- Res \$55/\$75 Non | \$19/hr 75people max | Flat fee |
| | Company \$140 - \$275 | Pavillion- Res \$140/\$170 Non | \$30/hr 150 people max | \$100 max 6 hours |
| | | (a day) | | \$100 Deposit All Picnics |

NOTICE OF PUBLIC HEARING TO CONSIDER FEE INCREASES FOR USE OF ROSSMOOR COMMUNITY SERVICES DISTRICT FACILITIES

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Service District will hold a public hearing to consider increasing the fees for use of District facilities, including but not limited to tennis courts, athletic fields and picnic shelters.

The hearing will take place on August 10, 2021, commencing at 7:00 P.M., at the District Auditorium, 3021 Blume Drive, Rossmoor, CA 90720. Any person may appear and be heard regarding the proposed fee increases.

The proposed fee increases are available for public inspection at the District office between the hours of 9:00 A.M. and 5:00 P.M., Monday through Friday, and will also be available on the District's website at <https://www.rossmoor-csd.org> starting on August 5, 2021. The District office is located at 3001 Blume Drive, Rossmoor, CA 90720.

Joe Mendoza
Board Secretary

July 22, 2021
Date

News Enterprise 7/28,8/4/2021-108573

RCSD PROPOSED FEES AND ANALYSIS 2021

| COURTS | RCSD Current | RCSD Proposed | Revenue Increase | Averages | Notes |
|---------|--|------------------------------------|------------------|--|---|
| Tennis | Before 5pm Resident \$6/hr Non-Resident \$8/hr | Resident \$7 / Non-Resident \$9 | \$1,956 | Resident \$9 Non-\$9.40 | INCREASE OF \$1 TO GET CLOSER TO AVERAGE OF LOCAL COMMUNITIES |
| | 5pm-9:30pm Resident \$8/hr Non-Resident \$10/hr | Resident \$9 / Non-Resident \$11 | | Resident \$11 Non-\$13 | |
| FIELDS | Non-Profit \$6/hr | Non-Profit \$7 | \$1,085 | Non-Profit \$5.60 | SLIGHT INCREASE TO GET CLOSER TO LOCAL AVERAGES |
| | Resident \$12/hr Non-Resident \$18.50/hr | Resident \$13 Non-Resident \$20 | | Resident \$15.50 Non-Resident \$21.75 | |
| PICNICS | Residents Only | Residents Only | \$1,385 | \$44.12 | SLIGHT INCREASE STILL BELOW AVERAGE FOR RESIDENTS |
| | Site \$25 Canopy \$50 | Site \$30 Canopy \$60 | | | |

| FY 2018-2019 | | ROSSMOOR PARK (projected FY 2021-2022) |
|---------------------|--|--|
| EXPENDITURES | | |
| STAFF HOURS | | \$55,915 |
| BRIGHTVIEW | | \$26,016 |
| TENNIS RESURFACING | | \$4,800 |
| LIGHTING | | \$5,400 |
| SUPPLY | | \$500 |
| EQUIPMENT | | \$700 |
| TRASH/RECEPTACLES | | \$600 |
| WATER | | \$26,016 |
| TOTAL | | \$119,947 |

| | | |
|------------------------|--|-----------------|
| REVENUE | | |
| TENNIS COURT 1 | | \$12,515 |
| TENNIS COURT 2 | | \$15,414 |
| TENNIS COURT 3 | | \$8,636 |
| TENNIS COURT 4 | | \$13,183 |
| ATHLETIC FIELD 1 | | \$4,758 |
| ATHLETIC FIELD 2 | | \$1,022 |
| ATHLETIC FIELD 3 | | \$1,224 |
| PICNIC SITE A | | \$1,125 |
| PICNIC SITE B | | \$1,120 |
| PICNIC SITE C | | \$135 |
| TOTAL | | \$59,132 |
| COST RECOVERY % | | 49% |

| FY 2018-2019 | | RUSH PARK (projected FY 2021-2022) |
|---------------------|--|------------------------------------|
| EXPENDITURES | | |
| STAFF HOURS | | \$35,857 |
| BRIGHTVIEW | | \$26,016 |
| LIGHTING | | \$5,400 |
| SUPPLY | | \$500 |
| EQUIPMENT | | \$700 |
| TRASH/RECEPTACLES | | \$600 |
| WATER | | \$35,000 |
| TOTAL | | \$104,073 |

| | | |
|------------------------------|--|-----------------|
| REVENUE | | |
| PICNIC SITE A | | \$5,883 |
| PICNIC SITE B | | \$1,590 |
| ATHLETIC FIELD 1 | | \$5,624 |
| ATHLETIC FIELD 2 | | \$2,886 |
| ATHLETIC FIELD 3 | | \$1,228 |
| TOTAL | | \$17,211 |
| COST RECOVERY % | | 17% |
| TOTAL COST RECOVERY % | | 34% |

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-2

Date: August 10, 2021

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accountant Ken Pun

Subject: PUBLIC HEARING – FISCAL YEAR 2021-2022 PROPOSED FINAL BUDGET

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors:

1. Open the public hearing for the Fiscal Year 2021-2022 Proposed Final Budget;
2. Receive the FY 2021-2022 Proposed Final Budget presentation from the General Manager and Accountant;
3. Take public testimony;
4. Close the public hearing;
5. Deliberate; and
6. Approve the Fiscal Year 2021-2022 Proposed Final Budget.

BACKGROUND

The Fiscal Year 2021-2022 Proposed Final Budget was presented to the RCSD Board of Directors at the June 8, 2021 regular Board meeting. After deliberation of the Proposed Final Budget, the General Manager was directed to publish a Notice of Public Hearing for the July 13, 2021 RCSD Board of Directors meeting. SB 135 requires that the hearing be noticed and a hearing be held prior to adoption of the Final Budget. The Notice was published as required.

At their July 13, 2021 regular Board meeting, the FY 2021-2022 Proposed Final Budget presentation was made by the Accountant and the General Manager. The Board discussed various items in the budget and asked that further follow up be done regarding administration and tree staffing, attorney fees, street lighting and miscellaneous expenditures. Therefore, the item was continued to the August 10, 2021 regular Board meeting and the Board directed that the Budget Committee meet again to review the budget document. A Notice of Public Hearing for the August 10, 2021 meeting was published in accordance with SB 135. A copy of the Notice of Public Hearing is attached.

INFORMATION

On Monday, August 2, 2021, the Budget Committee (Director De Marco and Director Nitikman who attended in place of Director Rips). The Committee reviewed the FY 2021-2022 Proposed Final Budget in depth with Accountant Ken Pun and the General

Manager. The Budget Committee recommended that an explanation be provided with detail regarding the differences in staffing patterns and budget categories between budget years. The Committee recommended that adjustments be made to the attorney fees, miscellaneous expenditures, and approved the street lighting cost analysis. The Accountant has amended the FY 2021-2022 Proposed Final Budget to incorporate the Committee's recommendations.

The budget document before you was prepared before the final FY 2021-2022 budget numbers have been audited by the District's Auditor. This is due to the timing of the budget calendar required by SB 135, which does not provide sufficient time to complete an audit before the Final Budget must be adopted. The Final Budget will be fully reconciled when the District's Annual Audit is completed, at which time it will be presented to the Audit Committee and the RCSD Board of Directors at a future meeting.

The Estimate to Close Budget, however, is considered sufficiently accurate for adoption of the FY 2021-2022 Final Budget. Upon the RCSD Board's approval of the FY 2021-2022 Proposed Final Budget, the Board will be asked to adopt the Annual Budget Revenues and Expenditures Total Amounts by resolution.

ATTACHMENTS

1. FY 2021-2022 Proposed Final Budget
2. Notice of Public Hearing for August 10, 2021 Meeting
3. Policy No. 3020 Budget Preparation, Adoption and Revision

**Rossmoor Community Services District
Proposed Final Budget
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget |
|----------------------------------|---------------------|------------------------------|-----------------------------------|---------------------------------------|
| Revenues: | | | | |
| Property taxes | \$ 1,037,534 | \$ 1,036,195 | \$ 1,065,054 | \$ 1,100,000 |
| Street light assessments | 358,893 | 360,000 | 361,665 | 372,000 |
| Interest on investments | 17,897 | 16,000 | 7,055 | 9,600 |
| From Other Governmental Agencies | 65,040 | 65,400 | 63,503 | 258,000 |
| Permit and Rental Fees | 131,763 | 164,900 | 106,869 | 137,300 |
| Miscellaneous | 42,449 | 37,000 | 23,681 | 19,000 |
| Total Revenues | 1,653,576 | 1,679,495 | 1,627,827 | 1,895,900 |
| Expenditures: | | | | |
| Administrative | 831,168 | 781,025 | 840,000 | 957,700 |
| Recreation | 38,776 | 39,750 | 20,000 | 39,500 |
| Rossmoor Park | 107,354 | 101,910 | 105,200 | 263,000 |
| Montecito Center | 23,489 | 31,660 | 20,000 | 24,400 |
| Rush Park | 154,644 | 186,240 | 202,000 | 145,500 |
| Street Lighting | 117,200 | 108,000 | 80,000 | 100,000 |
| Rossmoor Wall | 2,200 | 3,700 | - | 1,000 |
| Street Sweeping | 59,599 | 60,000 | 60,000 | 65,000 |
| Parkway Tree | 175,768 | 166,550 | 155,017 | 170,000 |
| Mini-Parks and Median | 13,212 | 14,500 | 9,000 | 11,800 |
| Capital projects - Miscellaneous | 5,485 | - | - | - |
| Debt services - Principals | 5,838 | - | - | - |
| Debt services - Interest | 621 | - | - | - |
| Total Expenditures | 1,535,354 | 1,493,335 | 1,491,217 | 1,777,900 |
| Changes in Fund Balance | 118,222 | 186,160 | 136,610 | 118,000 |
| Fund Balance: | | | | |
| Beginning of Year | 1,008,739 | 1,126,961 | 1,126,961 | 1,263,571 |
| End of Year | \$ 1,126,961 | \$ 1,313,121 | \$ 1,263,571 | \$ 1,381,570 |

**Rossmoor Community Services District
Proposed Final Budget
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Property Taxes | | | | | | |
| 10-00-3000 Current secured | \$ 961,305 | \$ 957,500 | \$ 989,631 | \$ 1,020,000 | 6.53% | 3.07% |
| 10-00-3001 Current unsecured | 24,809 | 29,000 | 32,362 | 34,000 | 17.24% | 5.06% |
| 10-00-3002 Prior secured | 7,105 | 7,500 | 13,613 | 14,000 | 86.67% | 2.84% |
| 10-00-3003 Prior unsecured | 5,241 | 395 | 2,892 | 3,000 | 659.49% | 3.73% |
| 10-00-3004 Delinquent property taxes | 868 | 800 | 704 | 1,000 | 25.00% | 42.05% |
| 10-00-3010 Current supplemental assessment | 20,094 | 24,000 | 17,376 | 18,000 | -25.00% | 3.59% |
| 10-00-3020 Public utility | 18,112 | 17,000 | 8,476 | 10,000 | -41.18% | 17.98% |
| Total property taxes | 1,037,534 | 1,036,195 | 1,065,054 | 1,100,000 | 6.16% | 3.28% |
| Street Light Assessment | | | | | | |
| 10-00-3105 Assessment | 358,893 | 360,000 | 361,665 | 372,000 | 3.33% | 2.86% |
| Interest on investments | | | | | | |
| 10-00-3200 Interest | 17,897 | 16,000 | 7,055 | 9,600 | -40.00% | 36.07% |
| From Other Governmental Agencies | | | | | | |
| 10-00-3001 State-Homeowners Prop. Tax Relief | 5,040 | 5,400 | 3,503 | 4,000 | -25.93% | 14.19% |
| 10-00-3200 Prop 68 Grant Funding* | - * | - | - | 175,000 | 0.00% | 0.00% |
| 10-00-3250 FEMA Grant - COVID 19 | - | - | - | 19,000 | 0.00% | 0.00% |
| 10-00-3305 County-Street Sweep Reimbursement | 60,000 | 60,000 | 60,000 | 60,000 | 0.00% | 0.00% |
| Total other governmental agencies | 65,040 | 65,400 | 63,503 | 258,000 | 294.50% | 306.28% |
| Permit and Rental Fees** | | | | | | |
| 10-00-3404 Tennis Reservations | 26,065 | 25,000 | 49,341 | 45,000 | 80.00% | -8.80% |
| 10-00-3405 Wall Rental | 320 | 400 | 40 | 300 | -25.00% | 650.00% |
| 10-00-3406 Ball Field Reservation | 15,366 | 23,000 | 11,228 | 12,000 | -47.83% | 6.88% |
| 10-00-3407 Tree Trim | - | - | 380 | 5,000 | 0.00% | 1215.79% |
| 10-00-3410 Rossmoor Building Rental | 12,380 | 16,500 | 3,349 | 10,000 | -39.39% | 198.60% |
| 10-00-3412 Montecito Building Rental | 17,913 | 25,000 | 10,259 | 15,000 | -40.00% | 46.21% |
| 10-00-3414 Rush Building Rental | 59,719 | 75,000 | 32,272 | 50,000 | -33.33% | 54.93% |
| Total permit and rental fees | 131,763 | 164,900 | 106,869 | 137,300 | -16.74% | 28.48% |
| Miscellaneous Revenues*** | | | | | | |
| 10-00-3500 Miscellaneous | 8,554 | 3,000 | 23,681 | 5,000 | 66.67% | -78.89% |
| 10-00-3502 Admin Fees | 20,000 | 20,000 | - | - | -100.00% | 0.00% |
| 10-00-3504 Sponsorship | 13,895 | 14,000 | - | 14,000 | 0.00% | 0.00% |
| Total miscellaneous revenues | 42,449 | 37,000 | 23,681 | 19,000 | -48.65% | -19.77% |
| Total revenues | \$1,653,576 | \$ 1,679,495 | \$ 1,627,827 | \$ 1,895,900 | 12.89% | 16.47% |

* Available Prop 68 Grant Funding for CIP Projects:
Proposing for the following:
1. New Playground structure at Rossmoor Park \$150,000

** Permit and Rental Fees
For Tennis Reservation, increased \$1 for miscellaneous reservation and \$1.5 for Tennis Pros lesson
For Volleyball and Ball Field Reservation, propose to increase \$1 to \$1.5

*** Including the upgrade of Rush Park Auditorium Audio-Visual System - Contribution from Calvary Chapel Church in the amount of \$12,000

**Rossmoor Community Services District
Employee Salary Plan
For the Fiscal Year 2021-2022**

| SALARY PLAN F/Y 2021-2022 | | | | | | | |
|----------------------------------|--------------------------|----------|---|-----------------|------------------------------|-----------------|----------|
| Position | 2020-2021 Current Salary | | 2020-2021 Midpoint Includes 2.26% CPI rounded out to 3% for 2021-2022 | | 2021-2022 Recommended Salary | | |
| | Annually | Hourly | Midpoint | Hourly Increase | Annually | Hourly Increase | Hourly |
| General Manager | \$ 75,000.00 | n/a | n/a | n/a | \$ 85,000.00 | n/a | n/a |
| Pun Group Contractor | \$ 60,000.00 | n/a | \$ 60,000.00 | n/a | \$ 60,000.00 | n/a | n/a |
| Administrative Assistant | \$ 61,967.61 | \$ 29.79 | \$ 63,826.64 | \$ 0.89 | \$ 63,826.64 | \$ 0.89 | \$ 30.69 |
| General Clerk | \$ 46,763.57 | \$ 22.48 | \$ 48,166.48 | \$ 0.67 | \$ 48,166.48 | \$ 0.67 | \$ 23.15 |
| *Administrative Clerk | \$ 22,880.00 | \$ 22.00 | \$ 23,566.40 | \$ 0.66 | \$ 23,566.40 | \$ 0.66 | \$ 22.66 |
| Park Superintendent | \$ 58,936.20 | \$ 28.33 | \$ 60,704.29 | \$ 0.85 | \$ 60,704.29 | \$ 0.85 | \$ 29.18 |
| Recreation Superintendent | \$ 53,768.00 | \$ 25.85 | \$ 55,381.04 | \$ 0.78 | \$ 55,381.04 | \$ 0.78 | \$ 26.63 |
| District Arborist | \$ 48,143.00 | \$ 23.15 | \$ 49,587.29 | \$ 0.69 | \$ 49,587.29 | \$ 0.69 | \$ 23.84 |
| Arborist & Maintenance Assistant | \$ 33,573.60 | \$ 16.14 | \$ 34,580.48 | \$ 0.48 | \$ 34,580.81 | \$ 0.48 | \$ 16.63 |
| *Maintenance/Rec Assistant | \$ 15,600.00 | \$ 15.00 | \$ 16,068.00 | \$ 0.45 | \$ 16,068.00 | \$ 0.45 | \$ 15.45 |
| *Maintenance/Rec Assistant | \$ 15,600.00 | \$ 15.00 | \$ 16,068.00 | \$ 0.45 | \$ 16,068.00 | \$ 0.45 | \$ 15.45 |
| *Maintenance/Rec Assistant | \$ 15,600.00 | \$ 15.00 | \$ 16,068.00 | \$ 0.45 | \$ 16,068.00 | \$ 0.45 | \$ 15.45 |
| *Maintenance/Rec Assistant | \$ 15,600.00 | \$ 15.00 | \$ 16,068.00 | \$ 0.45 | \$ 16,068.00 | \$ 0.45 | \$ 15.45 |
| Event/Facility Attendant | n/a | \$ 15.00 | | \$ - | | | \$ 15.00 |

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

**Totals

\$388,432

\$400,084.94

**Totals do not include General Manager or Pun Group since they will not receive a 3% pay increase.

**Rossmoor Community Services District
Proposed Final Budget
Department 10 - Administrative Services
For the Fiscal Year 2021-2022**

| | | 2019-2020 | 2020-2021 | 2020-2021 | 2021-2022 | % | % |
|---|-----------------------------------|-------------------|-------------------|-------------------|-----------------------|--|--|
| | | Actual | Approved Budget | Estimate to Close | Proposed Final Budget | changed from 2020-2021 Approved Budget | changed from 2020-2021 Estimate to Close |
| Salaries and Benefits | | | | | | | |
| 10-10-4000 | Board of Directors' Compensation | \$ 8,300 | \$ 9,000 | \$ 8,200 | \$ 9,000 | 0.00% | 9.76% |
| 10-10-4001 | Part-time | 19,358 | 20,000 | 19,098 | 64,272 | 221.36% | 236.54% |
| 10-10-4003 | Overtime | 11,694 | 1,500 | - | 1,500 | 0.00% | 0.00% |
| 10-10-4006 | Salaries - Administrative * | 203,318 | 168,000 | 137,405 | 220,560 | 31.29% | 60.52% |
| 10-10-4008 | Salaries - Parks and Recreation * | 113,251 | 108,800 | 107,406 | 116,085 | 6.70% | 8.08% |
| 10-10-4009 | Salaries - Tree * | 128,537 | 109,600 | 108,711 | 84,168 | -23.20% | -22.58% |
| 10-10-4007 | Vehicle Allowance | 1,083 | 1,500 | 733 | 1,500 | 0.00% | 104.64% |
| 10-10-4010 | Workers' Compensation Insurance | 13,255 | 15,000 | 14,330 | 18,500 | 23.33% | 29.10% |
| 10-10-4012 | Employee Retirement Match | - | - | - | - | 0.00% | 0.00% |
| 10-10-4011 | Medical Insurance | 74,378 | 75,000 | 60,175 | 85,000 | 13.33% | 41.25% |
| 10-10-4015 | Federal Payroll Taxes | 39,064 | 36,000 | 36,942 | 48,415 | 34.49% | 31.06% |
| Total salaries and benefits | | 612,238 | 544,400 | 493,000 | 649,000 | 19.21% | 31.64% |
| Operations and Maintenances | | | | | | | |
| 10-10-5002 | Insurance - Liability | 24,610 | 24,165 | 35,771 | 35,000 | 44.84% | -2.16% |
| 10-10-5004 | Membership & Dues | 7,692 | 7,200 | 6,368 | 7,200 | 0.00% | 13.07% |
| 10-10-5006 | Travel & Meetings | 3,966 | 2,500 | 2,725 | 2,500 | 0.00% | -8.26% |
| 10-10-5007 | Board Meeting Televised | 14,876 | 17,860 | 18,735 | 20,000 | 11.98% | 6.75% |
| 10-10-5010 | Publications & Legal Notice | 6,872 | 6,500 | 1,528 | 6,500 | 0.00% | 325.39% |
| 10-10-5012 | Printing | 3,051 | 3,000 | 2,051 | 3,000 | 0.00% | 46.27% |
| 10-10-5014 | Postage | 4,469 | 5,000 | 134 | 2,500 | -50.00% | 1765.67% |
| 10-10-5015 | COVID-19 Exp | - | - | 18,396 | - | 0.00% | -100.00% |
| 10-10-5016 | Office & Meeting Supplies | 7,714 | 10,000 | 21,845 | 15,000 | 50.00% | -31.33% |
| 10-10-5020 | Telephone | 10,722 | 12,500 | 6,482 | 12,000 | -4.00% | 85.13% |
| 10-10-5021 | Computer/Email/Server Costs | 4,341 | 5,000 | 2,183 | 5,000 | 0.00% | 129.04% |
| 10-10-5045 | Miscellaneous Expenditures | 14,541 | 10,000 | 111,758 | 10,000 | 0.00% | -91.05% |
| 10-10-5046 | Bank Service Charges | 2,984 | 3,400 | 511 | 1,000 | -70.59% | 95.69% |
| 10-10-5050 | Elections | - | 8,000 | 8,528 | - | -100.00% | -100.00% |
| Total operations and maintenance | | 105,838 | 115,125 | 237,015 | 119,700 | 3.97% | -49.50% |
| Contract Services | | | | | | | |
| 10-10-5610 | Legal Services | 57,022 | 50,000 | 39,161 | 60,000 | 20.00% | 53.21% |
| 10-10-5619 | Bond Trustee Fee | - | - | 3,324 | - | n/a | -100.00% |
| 10-10-5615 | Financial Audit - Consulting | 12,500 | 13,000 | 13,000 | 17,000 | 30.77% | 30.77% |
| 10-10-5620 | Outsourced Financial Consultant | - | - | 35,000 | 60,000 | n/a | 71.43% |
| 10-10-5670 | Other Professional Services | 43,004 | 50,000 | 15,000 | 35,000 | -30.00% | 133.33% |
| Total Contract Services | | 112,526 | 113,000 | 105,485 | 172,000 | 52.21% | 63.06% |
| Capital Expenditures | | | | | | | |
| 10-10-6005 | Building and improvements | - | 6,500 | 4,500 | - | -100.00% | -100.00% |
| 10-10-6010 | Equipment | ** 566 | 2,000 | - | 2,000 | 0.00% | n/a |
| 10-10-6015 | Software | *** - | - | - | 15,000 | n/a | n/a |
| Total Capital Expenditures | | 566 | 8,500 | 4,500 | 17,000 | 100.00% | 277.78% |
| Total Expenditures | | \$ 831,168 | \$ 781,025 | \$ 840,000 | \$ 957,700 | 22.62% | 14.01% |

* Reflecting 3% COLA Increase, no Furlough, and moving \$60K accountant position to Outsourced Financial Consultant under Contract Services.

** Leasing a new Multifunction Copier for the District office.

*** Replacing Accounting Software.

**Rossmoor Community Services District
Proposed Final Budget
Department 20 - Recreation
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|---|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-20-5017 Community Events | \$ 38,776 | \$ 39,500 | \$ 20,000 | \$ 39,500 | 0.00% | 97.50% |
| Total operations and maintenance | 38,776 | 39,500 | 20,000 | 39,500 | 0.00% | 97.50% |
| Contract Services | | | | | | |
| Capital Expenditures | | | | | | |
| 10-20-6010 Equipment | - | 250 | - | - | -100.00% | #DIV/0! |
| Total Capital Expenditures | - | 250 | - | - | -100.00% | #DIV/0! |
| Total Expenditures | \$ 38,776 | \$ 39,750 | \$ 20,000 | \$ 39,500 | -0.63% | 97.50% |

**Rossmoor Community Services District
Proposed Final Budget
Department 30 - Rossmoor Park
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-30-5018 Janitorial Supplies | \$ 3,037 | \$ 6,000 | \$ 5,836 | \$ 6,000 | 0.00% | 2.81% |
| 10-30-5022 Utilities | 11,279 | 12,500 | 12,500 | 12,500 | 0.00% | 0.00% |
| 10-30-5023 Water | 24,392 | 27,000 | 27,380 | 28,000 | 3.70% | 2.26% |
| 10-30-5025 Secured Property Tax | 1,036 | 1,060 | 1,060 | 1,150 | 8.49% | 8.49% |
| 10-30-5030 Vehicle Maintenance | 1,208 | 1,050 | 665 | 1,000 | -4.76% | 50.38% |
| 10-30-5032 Buildings & Grounds-Maintenance | 25,526 | 30,000 | 27,687 | 30,000 | 0.00% | 8.35% |
| 10-30-5034 Alarm Systems/Security | 635 | 850 | 619 | 850 | 0.00% | 37.32% |
| 10-30-5045 Miscellaneous Expenditures | - | 450 | - | 500 | 11.11% | 0.00% |
| 10-30-5051 Equipment Rental | - | 250 | - | 500 | 100.00% | 0.00% |
| 10-30-5052 Minor Facility Repairs/Tools | - | 250 | - | 500 | 100.00% | 0.00% |
| Total operations and maintenance | 67,113 | 79,410 | 75,747 | 81,000 | 2.00% | 6.93% |
| Contract Services | | | | | | |
| 10-30-5655 Landscape Maintenance/Janitorial Services * | 31,072 | 22,000 | 20,253 | 27,000 | 22.73% | 33.31% |
| Total Contract Services | 31,072 | 22,000 | 20,253 | 27,000 | 22.73% | 33.31% |
| Capital Expenditures | | | | | | |
| 10-30-6005 Buildings and improvements ** | 9,169 | - | 9,200 | 155,000 | 0.00% | 0.00% |
| 10-30-6010 Equipment | - | 500 | - | - | -100.00% | 0.00% |
| Total Capital Expenditures | 9,169 | 500 | 9,200 | 155,000 | 30900.00% | 1584.78% |
| Total Expenditures | \$ 107,354 | \$ 101,910 | \$ 105,200 | \$ 263,000 | 158.07% | 150.00% |

* Brightview Landscape Services
April 1, 2021 - March 31, 2022: \$4,818.45/month
April 1, 2022 - March 31, 2023: \$5,059.37/month
Total

Allocation:
45.0% Rossmoor Park 26,345
45.0% Rusk Park 26,345
5.0% Montecito Center 2,927
5.0% Mini-Parks 2,927
\$ 58,544

** New Playground Structure for \$150,000 and Resurfacing Parking Lot for \$5,000
FY20-21, Replace the carpet in Rossmoor Community Center with Laminate Flooring - \$9,200

**Rossmoor Community Services District
Proposed Final Budget
Department 40 - Montecito Center
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-40-5018 Janitorial Supplies | \$ 3,037 | \$ 6,000 | \$ 5,736 | \$ 6,000 | 0.00% | 4.60% |
| 10-40-5022 Utilities | 1,198 | 2,000 | 1,697 | 2,000 | 0.00% | 17.86% |
| 10-40-5023 Water | 1,556 | 2,250 | 2,104 | 2,250 | 0.00% | 6.94% |
| 10-40-5025 Secured Property Tax | 871 | 910 | 910 | 1,000 | 9.89% | 9.89% |
| 10-40-5030 Vehicle Maintenance | 1,084 | 1,050 | 165 | 500 | -52.38% | 203.03% |
| 10-40-5032 Buildings & Grounds-Maintenance | 6,246 | 10,000 | 5,740 | 8,000 | -20.00% | 39.37% |
| 10-40-5034 Alarm Systems/Security | 495 | 500 | 598 | 650 | 30.00% | 8.70% |
| 10-40-5045 Miscellaneous Expenditures | - | 500 | - | 500 | 0.00% | n/a |
| 10-40-5051 Equipment Rental | - | 250 | - | - | -100.00% | n/a |
| 10-40-5052 Minor Facility Repairs/Tools | - | 250 | - | 500 | 100.00% | n/a |
| Total operations and maintenance | 14,487 | 23,710 | 16,950 | 21,400 | -9.74% | 26.25% |
| Contract Services | | | | | | |
| 10-40-5655 Landscape Maintenance/Janitorial Services * | 3,452 | 2,450 | 2,250 | 3,000 | 22.45% | 33.33% |
| Total Contract Services | 3,452 | 2,450 | 2,250 | 3,000 | 22.45% | 33.33% |
| Capital Expenditures | | | | | | |
| 10-40-6005 Buildings and improvements | 5,550 | 5,000 | 800 | - | -100.00% | -100.00% |
| 10-40-6010 Equipment | - | 500 | - | - | -100.00% | n/a |
| Total Capital Expenditures | 5,550 | 5,500 | 800 | - | -100.00% | -100.00% |
| Total Expenditures | \$ 23,489 | \$ 31,660 | \$ 20,000 | \$ 24,400 | -22.93% | 22.00% |

* Brightview Landscape Services

| | |
|--|------------------|
| April 1, 2021 - March 31, 2022: \$4,818.45/month | \$ 43,366 |
| April 1, 2022 - March 31, 2023: \$5,059.37/month | 15,178 |
| Total | \$ 58,544 |

Allocation:

| | |
|-----------------------|------------------|
| 45.0% Rossmoor Park | \$ 26,345 |
| 45.0% Rusk Park | 26,345 |
| 5.0% Montecito Center | 2,927 |
| 5.0% Mini-Parks | 2,927 |
| | \$ 58,544 |

Rossmoor Community Services District
Proposed Final Budget
Department 50 - Rush Park
For the Fiscal Year 2021-2022

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-50-5018 Janitorial Supplies | \$ 3,042 | \$ 6,000 | \$ 5,236 | \$ 6,000 | 0.00% | 14.59% |
| 10-50-5022 Utilities | 20,144 | 23,000 | 22,669 | 23,000 | 0.00% | 1.46% |
| 10-50-5023 Water | 30,656 | 42,000 | 38,911 | 42,000 | 0.00% | 7.94% |
| 10-50-5025 Secured Property Tax | 3,969 | 4,040 | 4,040 | 4,200 | 3.96% | 3.96% |
| 10-50-5030 Vehicle Maintenance | 1,208 | 1,200 | 665 | 1,000 | -16.67% | 50.38% |
| 10-50-5032 Buildings & Grounds-Maintenance | 37,317 | 43,000 | 35,345 | 40,000 | -6.98% | 13.17% |
| 10-50-5034 Alarm Systems/Security | 495 | 550 | 751 | 800 | 45.45% | 6.52% |
| 10-50-5045 Miscellaneous Expenditures | - | 250 | - | 500 | 100.00% | n/a |
| 10-50-5051 Equipment Rental | - | 250 | - | 500 | 100.00% | n/a |
| 10-50-5052 Minor Facility Repairs/Tools | - | 250 | - | 500 | 100.00% | n/a |
| Total operations and maintenance | 96,831 | 120,540 | 107,617 | 118,500 | -1.69% | 10.11% |
| Contract Services | | | | | | |
| 10-50-5655 Landscape Maintenance/Janitorial Services * | 31,617 | 22,000 | 20,253 | 27,000 | 22.73% | 33.31% |
| Total Contract Services | 31,617 | 22,000 | 20,253 | 27,000 | 22.73% | 33.31% |
| Capital Expenditures | | | | | | |
| 10-50-6005 Building and Improvements | 26,196 | 43,700 | 37,130 | - | -100.00% | -100.00% |
| 10-50-6010 Equipment ** | - | - | 37,000 | - | n/a | -100.00% |
| Total Capital Expenditures | 26,196 | 43,700 | 74,130 | - | -100.00% | -100.00% |
| Total Expenditures | \$ 154,644 | \$ 186,240 | \$ 202,000 | \$ 145,500 | -21.88% | -27.97% |

* Brightview Landscape Services

| | |
|--|------------------|
| April 1, 2021 - March 31, 2022: \$4,818.45/month | \$ 43,366 |
| April 1, 2022 - March 31, 2023: \$5,059.37/month | 15,178 |
| Total | \$ 58,544 |

Allocation:

| | |
|-----------------------|------------------|
| 45.0% Rossmoor Park | \$ 26,345 |
| 45.0% Rusk Park | 26,345 |
| 5.0% Montecito Center | 2,927 |
| 5.0% Mini-Parks | 2,927 |
| | \$ 58,544 |

** Upgrade of Rush Park Auditorium Audit-Visual System - \$37,000. Contribution from Calvary Chapel Church in the amount of \$12,000 is reported in miscellaneous revenues.

**Rossmoor Community Services District
Proposed Final Budget
Department 60 -Street Lighting
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|------------------------------------|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| Contract Services | | | | | | |
| 10-60-5650 Street Lights | \$ 117,200 | \$ 108,000 | \$ 80,000 | \$ 100,000 | -7.41% | 25.00% |
| Total Contract Services | <u>117,200</u> | <u>108,000</u> | <u>80,000</u> | <u>100,000</u> | <u>-7.41%</u> | <u>25.00%</u> |
| Total Expenditures | <u>\$ 117,200</u> | <u>\$ 108,000</u> | <u>\$ 80,000</u> | <u>\$ 100,000</u> | <u>-7.41%</u> | <u>25.00%</u> |

**Rossmoor Community Services District
Proposed Final Budget
Department 65 - Rossmoor Wall
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-65-5002 Insurance - Liability | \$ 2,200 | \$ 2,200 | \$ - | \$ - | -100.00% | n/a |
| 10-65-5032 Buildings & Grounds-Maintenance | - | 1,500 | - | 1,000 | -33.33% | n/a |
| Total operations and maintenance | 2,200 | 3,700 | - | 1,000 | -72.97% | 0.00% |
| Contract Services | | | | | | |
| Total expenditures | \$ 2,200 | \$ 3,700 | \$ - | \$ 1,000 | -72.97% | 0.00% |

**Rossmoor Community Services District
Proposed Final Budget
Department 70 - Street Sweeping
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|------------------------------------|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| Contract Services | | | | | | |
| 10-70-5642 Street Sweeping | \$ 59,599 | \$ 60,000 | \$ 60,000 | \$ 65,000 | 8.33% | 8.33% |
| Total Contract Services | <u>59,599</u> | <u>60,000</u> | <u>60,000</u> | <u>65,000</u> | <u>8.33%</u> | <u>8.33%</u> |
| Total expenditures | <u>\$ 59,599</u> | <u>\$ 60,000</u> | <u>\$ 60,000</u> | <u>\$ 65,000</u> | <u>8.33%</u> | <u>8.33%</u> |

**Rossmoor Community Services District
Proposed Final Budget
Department 80 - Parkway Tree
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|---|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-80-5017 Community Events | \$ 598 | \$ 1,500 | \$ 72 | \$ 1,500 | 0.00% | 1983.33% |
| 10-80-5051 Equipment Rental | - | 50 | - | - | n/a | 0.00% |
| Total operations and maintenance | 598 | 1,550 | 72 | 1,500 | -3.23% | 1983.33% |
| Contract Services | | | | | | |
| 10-80-5656 Tree Trimming | 117,310 | 117,000 | 108,975 | 120,500 | 2.99% | 10.58% |
| 10-80-5660 Tree Removal | 3,440 | 3,000 | 970 | 3,000 | 0.00% | 209.28% |
| Total Contract Services | 120,750 | 120,000 | 109,945 | 123,500 | 2.92% | 12.33% |
| Capital Expenditures | | | | | | |
| 10-90-6015 Trees | 54,420 | 45,000 | 45,000 | 45,000 | 0.00% | 0.00% |
| Total capital expenditures | 54,420 | 45,000 | 45,000 | 45,000 | 0.00% | 0.00% |
| Total expenditures | \$ 175,768 | \$ 166,550 | \$ 155,017 | \$ 170,000 | 2.07% | 9.67% |

**Rossmoor Community Services District
Proposed Final Budget
Department 90 - Mini-Parks and Medians
For the Fiscal Year 2021-2022**

| | 2019-2020 Actual | 2020-2021 Approved Budget | 2020-2021 Estimate to Close | 2021-2022 Proposed Final Budget | % changed from 2020-2021 Approved Budget | % changed from 2020-2021 Estimate to Close |
|--|---------------------|---------------------------------|-----------------------------------|---------------------------------------|--|--|
| Salaries and Benefits | | | | | | |
| Operations and Maintenances | | | | | | |
| 10-90-5022 Utilities | \$ 610 | \$ 950 | \$ 180 | \$ 500 | -47.37% | 177.78% |
| 10-90-5023 Water | 8,560 | 8,200 | 5,570 | 6,000 | -26.83% | 7.72% |
| 10-90-5032 Buildings & Grounds-Maintenance | 590 | 2,500 | 1,000 | 2,000 | -20.00% | 100.00% |
| 10-90-5045 Miscellaneous Expenditures | - | 100 | - | 100 | 0.00% | 0.00% |
| 10-90-5051 Equipment Rental | - | 100 | - | 100 | 0.00% | 0.00% |
| 10-90-5052 Minor Facility Repairs/Tools | - | 100 | - | 100 | 0.00% | 0.00% |
| Total operations and maintenance | 9,760 | 11,950 | 6,750 | 8,800 | -26.36% | 30.37% |
| Contract Services | | | | | | |
| 10-90-5655 Landscape Maintenance/Janitorial Services * | 3,452 | 2,450 | 2,250 | 3,000 | 22.45% | 33.33% |
| Total Contract Services | 3,452 | 2,450 | 2,250 | 3,000 | 22.45% | 33.33% |
| Capital Expenditures | | | | | | |
| 10-90-6010 Equipment | - | 100 | - | - | -100.00% | 0.00% |
| Total capital expenditures | - | 100 | - | - | -100.00% | |
| Total expenditures | \$ 13,212 | \$ 14,500 | \$ 9,000 | \$ 11,800 | -18.62% | 31.11% |

* Brightview Landscape Services
April 1, 2021 - March 31, 2022: \$4,818.45/month \$ 43,366
April 1, 2022 - March 31, 2023: \$5,059.37/month 15,178
Total \$ 58,544

Allocation:
45.0% Rossmoor Park \$ 26,345
45.0% Rusk Park 26,345
5.0% Montecito Center 2,927
5.0% Mini-Parks 2,927
\$ 58,544

Rossmoor Community Services District
 Salaries Comparison Schedule
 Between FY 2020-2021 and FY 2021-2022

| | 2020-2021 | | 2021-2022 | | |
|----------------------------|-----------------------|---------------|------------|-----------------|------------|
| | | With Furlough | | | |
| General Manager | Administration | \$ 75,000 | \$ 60,000 | Administration | \$ 85,000 |
| Bookkeeper | Administration | \$ 62,532 | \$ 50,025 | Administration | \$ - |
| Administrative Assistant | Administration | \$ 61,968 | \$ 49,574 | Administration | \$ 63,827 |
| General Clerk | Recreation | \$ 46,764 | \$ 37,411 | Administration | \$ 48,166 |
| Administrative Clerk | Part-time | | | Part-time | \$ 23,566 |
| Park Superintendent | Park/Tree Maintenance | \$ 58,936 | \$ 47,149 | Park/Recreation | \$ 60,704 |
| Recreation Superintendent | Recreation | \$ 53,768 | \$ 43,014 | Park/Recreation | \$ 55,381 |
| District Aborist | Park/Tree Maintenance | \$ 43,143 | \$ 34,515 | Tree | \$ 49,587 |
| Tree Maintenance Assistant | Park/Tree Maintenance | \$ 32,282 | \$ 25,826 | Tree | \$ 34,581 |
| Recreation Leader | Recreation | \$ 32,282 | \$ 25,826 | Part-time | \$ 16,068 |
| Maintenance/Rec Assistant | | \$ 466,675 | \$ 373,340 | Part-time | \$ 16,068 |
| Maintenance/Rec Assistant | | | | Part-time | \$ 16,068 |
| Maintenance/Rec Assistant | | | | Part-time | \$ 16,068 |
| Maintenance/Rec Assistant | | | | Part-time | \$ 16,068 |
| Maintenance/Rec Assistant | | | | Part-time | \$ 16,068 |
| | Administration | \$ 199,499 | \$ 159,599 | Administration | \$ 220,560 |
| | Park/Tree Maintenance | \$ 132,814 | \$ 106,251 | Park/Recreation | \$ 116,085 |
| | Recreation | \$ 134,362 | \$ 107,490 | Tree | \$ 84,168 |
| | | | | Part-time | \$ 64,272 |
| | Total | \$ 466,675 | \$ 373,340 | Total | \$ 485,085 |

**NOTICE OF PREPARATION OF FINAL BUDGET OF
THE ROSSMOOR COMMUNITY SERVICES
DISTRICT FOR FISCAL YEAR 2021-2022 AND
PUBLIC HEARING THEREON**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Service District has reviewed a preliminary budget as of July 13, 2021, for the fiscal year 2021-2022, and the General Manager of the District has prepared a proposed Final Budget for the fiscal year 2021-2022. The proposed Final Budget is available for inspection at the District office between the hours of 9:00 A.M. and 5:00 P.M., Monday through Friday, and will also be available on the District's website at <https://www.rossmoor-csd.org> starting on August 5, 2021. The District office is located at 3001 Blume Drive, Rossmoor, CA 90720.

NOTICE IS ALSO GIVEN that the Board of Directors of the District will conduct a public hearing on the proposed Final Budget on August 10, 2021, commencing at 7:00 P.M., at the District Auditorium, 3021 Blume Drive, Rossmoor, CA 90720. Any person may appear at the time of the hearing and be heard regarding the proposed Final Budget. Following the hearing, the Board of Directors may adopt the proposed Final Budget as the District's Final Budget for fiscal year 2021-2022.

Joe Mendoza
Board Secretary

July 22, 2021
Date

News Enterprise 7/28,8/4/2021-108571

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.

3020.21 RCSD Five-Year Fiscal Plan: Concurrently with the preparation of the Preliminary Budget, the General Manager shall update the Plan for review by the Budget Committee.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004
Amended: January 11, 2005
Amended: April 10, 2007
Amended: October 9, 2007
Amended: January 13, 2009
Amended: January 10, 2012
Amended: February 14, 2017

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RESOLUTION NO. 21-08-10-01 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE RCSD FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2021

RECOMMENDATION

Approve Resolution No. 21-08-10-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE RCSD FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2021

INFORMATION

At the June 8, 2021 Regular meeting of the Rossmoor Community Services District (RCSD) Board of Directors, the Board discussed rental fee charges for tennis courts, athletic field and picnic shelters. Subsequently, the Board directed that this item be scheduled for public hearing at the August 10, 2021 RCSD Board meeting.

ATTACHMENTS

1. RCSD Policy No. 6015 – Establishment of Fees and Charges for Use of District Property
2. Resolution No. 21-08-10-01 (with Attachment A)

ROSSMOOR COMMUNITY SERVICES DISTRICT

Policy

No. 6015

ESTABLISHMENT OF FEES AND CHARGES FOR USE OF DISTRICT PROPERTY

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

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

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

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

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

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

RESOLUTION 21-08-10-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE RCSD FEE SCHEDULE EFFECTIVE SEPTEMBER 1, 2021

WHEREAS, the Board of Directors of the Rossmoor Community Services District has heretofore established various schedules of fees for use of District facilities and property and charges incidental thereto; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, including Government Code Section 61123, the District is authorized to adopt and implement fees and charges for District services; provided, however, that such rates, fees and/or charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, California Government Code Section 66018 requires notice to be published in accordance with California Government Code Section 6062a with respect to the adoption of increases in rates, fees, and charges, or the adoption of new rates, fees and charges for which no other procedure is provided by law; and

WHEREAS, pursuant to California Government Code Section 66018, this District has conducted and concluded a duly noticed public hearing with respect to the rates, fees, and charges prior to the adoption of this Resolution; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred;

NOW THEREFORE, BE IT RESOLVED as follows:

Section 1: This Board of Directors hereby finds and determines that based upon the data, information, analysis, oral and written documentation presented to the Board of Directors concerning the rates, fees, and charges described in Exhibit "A", the RCSD Fee Schedule 2021-2022, attached hereto and by this reference incorporated herein, the rates, fees, and charges set forth in said Exhibit "A" do not exceed the established reasonable cost of providing the service for which the rates, fees, or charges are levied.

Section 2: The rates, fees, and charges set forth in Exhibit "A", are hereby adopted and approved as the rates, fees, and charges for the services identified in each such rate, fee, and/or charge.

Section 3: Immediately upon the effective date of the rates, fees, and charges set forth in Exhibit "A", and the previously established rates, fees, and/or charges shall be, and the same are hereby superseded by the rates, fees, and charges established in said Exhibit "A".

PASSED AND ADOPTED this 10th day of August 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jeffrey Barke, President

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

EXHIBIT A

**2021-2022 RATES, FEES AND CHARGES
ATHLETIC FIELDS, PICNIC AREAS, TENNIS COURTS**

Athletic Fields – Hourly Rate

| Non-Profit | Resident | Non-Resident |
|-------------------|-----------------|---------------------|
| \$7.00 | \$13.00 | \$20.00 |

Picnic Areas – Resident Only (Full Day Use)

| Picnic Area | Fee |
|--|------------|
| Rossmoor Park – Regular Rush Park - Regular | \$30.00 |
| Rush Park – Large Canopy A | \$60.00 |

Tennis Courts – Hourly Rate

| Rate | Resident | Non-Resident |
|--------------------------------------|-----------------|---------------------|
| Monday – Friday 7 a.m. – 5 p.m. | \$7.00 | \$9.00 |
| Monday - Friday 5 p.m. – 9 p.m. | \$9.00 | \$11.00 |
| Saturday – Sunday 7 a.m. – 9 p.m. | \$9.00 | \$11.00 |

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: August 10, 2021

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accountant Ken Pun

Subject: RESOLUTION NO. 21-08-10-02 - A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2021-2022 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

RECOMMENDATION

Approve Resolution No. 21-08-10-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2021-2022 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

INFORMATION

At the June 8, 2021 Regular meeting of the Rossmoor Community Services District (RCSD) Board of Directors, the Board discussed the Fiscal Year 2021-2022 Preliminary Budget and authorized the General Manager to submit a Proposed Final Budget for FY 2021-2022. Approval of this resolution is in compliance with SB 135 which requires approval of the final budget by a resolution of the Board of Directors. This action also establishes budgetary control by the Board at the fund level. At the June 8, 2021 meeting, the RCSD Board also adopted a resolution establishing the FY 2021-2022 expenditure limits. The proposed expenditure totals of the RCSD FY 2021-2022 Final Budget are within those limits.

ATTACHMENTS

1. Resolution No. 21-08-10-02 (with Attachment A)

RESOLUTION 21-08-10-02

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2021-2022 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

WHEREAS, the Rossmoor Community Services District did discuss and approve at a public hearing, the District's Fiscal Year 2021-2022 Final Budget at its Regular Meeting on August 10, 2021.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Rossmoor Community Services District that it hereby establishes the Annual Budget Revenue and Expenditure totals by Fund in the amounts specified in Attachment A for the Fiscal Year 2021-2022.

PASSED AND ADOPTED this 10th day of August 2021.

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jeffrey Barke, President

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

EXHIBIT A

FISCAL YEAR 2021– 2022 APPROPRIATIONS LIMITATION

| | |
|---|------------------------------------|
| FY 2020 – 2021 | \$2,323,232 |
| County Population Increase/(Decrease) | (0.84)% |
| Change in California per capita income | 5.73% |
| Per Capita Cost of Living (converted to ratio) | $\frac{5.73 + 100}{100} = 1.0573$ |
| Population (converted to a ratio) | $\frac{-0.84 + 100}{100} = 0.9919$ |
| Increase Factor = 1.0573 x 0.9919 | 1.0487 |
| 2021 – 2022 Limitation = \$2,323,232 x 1.0487 = | \$2,436,457 |

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: August 10, 2021

To: Honorable Board of Directors

From: General Manager Joe Mendoza

SUBJECT: CONSIDERATION OF A SCHEDULE TO PROVIDE EDUCATIONAL PUBLIC FORUMS AND STUDY SESSIONS REGARDING LOCAL CONTROL

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review the meeting schedule provided, make adjustments as desired, and direct the General Manager accordingly.

BACKGROUND

As a result of a Legislative Affairs Committee (President Barke and Director Rips) meeting held on June 29, 2021, the Committee requested that this item be placed on the July RCSD Board agenda to secure the concurrence of the Board of Directors to conduct a community educational workshop regarding local control.

At the July 13, 2021 RCSD Board meeting, the Board discussed local control and directed the General Manager to continue to work on scheduling educational workshops for the Board and community that will outline the process required to achieve more local control, as well as the services that the District would like to manage.

INFORMATION

Since the July Board meeting, the General Manager has contacted a variety of individuals who could offer expertise and knowledge necessary to educate the Board and community about local control. As the Board is aware, this is a complex topic and one that has been introduced through the years. However, if the Board wishes to move forward with presenting ideas to the community, it is important that the various facets of local control be examined.

The following individuals have been contacted to discuss the District's interest in formulating a plan to present to the community regarding local control:

Chris Palmer, Senior Public Affairs Field Coordinator for the California Special Districts Association (CSDA) was contacted and respectfully declined to address the Board and community stating it would be inappropriate for a CSDA representative to provide information on the topic since they do not have the in-depth knowledge and expertise required. Mr. Palmer stated that this topic falls under the jurisdiction of the Orange County Local Agency Formation Commission (OCLAFCO) and he recommended contacting Carolyn Emery, Executive Officer for OCLAFCO. On behalf of the CSDA, Mr. Palmer did offer to schedule a meeting with the District's Legislative Affairs Committee and CSDA's Director of Advocacy and Public Affairs, Kyle Packham, to discuss issues in general

terms prior to setting up educational forums for the public. In addition, he offered to connect us with a CSDA's business affiliate member who is an expert on the issues of local control.

The RCSD General Manager has also reached out to other Community Service District Managers who have experience in securing local control. As a result, Kimberly Cox, General Manager of the Helendale Community Service's District that falls within the jurisdiction of the San Bernardino County LAFCO, was contacted and is willing to participate in a forum and provide her experience in securing local control (trash services).

The other local District that was contacted is the Capistrano Bay Community Services District General Manager Donal S. Russell. He operates a full range of services and funds the services via homeowner's assessments which is another avenue to fund services. Mr. Donal indicated their district is in the process of securing flood control authority. Mr. Donal was willing to Zoom in or attend a forum in person.

Carolyn Emery, OCLAFCO Executive Officer, indicated that she would be willing to meet in person or by Zoom to provide the Board and community with information on how to pursue the District's interest in activating latent powers through LAFCO to gain more local control. She indicated that the Board and community would need to identify the services they were interested in securing and associated costs, how those services would be financed, and provide the reasoning for local control of those services. This could be used as the basis for the first community forum. Ms. Emery advised that OCLAFCO has the authority involving activating a District's latent powers. The General Manager asked Ms. Emery if there were other avenues through legislation, etc. to approach obtaining local control. She advised that the California Association of LAFCOs, the statewide association for LAFCOs, is the primary agency involved for legislation affected LAFCOs, but added that this may be a difficult approach if legislation is seeking to circumvent the LAFCO process. She further noted that reimbursement from the County to fund an agency's assuming local control of services formerly provided by the County may be challenging with the impacts of the COVID-19 pandemic and other fiscal stresses on all governmental budgets.

The General Manager reached out to Jason Gonsalves of Joe A. Gonsalves & Son. Mr. Gonsalves is a Legislative Affairs Advocate who could represent the District in this endeavor, as well as recommend the avenues which to pursue. Mr. Gonsalves' firm could also take the lead in making appropriate legislative contacts to support a bill that would amend the provisions of the Community Services District law for the RCSD.

Community Input

As the Board has stipulated, it is important to get community input before proceeding with legislation to gain additional local control. An initial educational workshop for the RCSD Board and Legislative Ad Hoc Committee made up of two RHA members and two Community Members-at-Large. The workshop would begin the process and review the areas the RCSD currently oversees as outlined in RCSD Policy No. 1015 – Mission and Jurisdiction (Attachment 1), identify a list of services to consider for future control, formulate a list of questions for future workshops, and create a survey to the community.

The second phase will include two workshops for the community that would include a panel of experts to address the issue and answer questions. Those workshops would include LAFCO, representative of other agencies with experience in gaining local control, and legislative advocate Jason Gonsalves. Local legislative representatives would be invited from the offices of County of Orange Supervisor Katrina Foley, Assemblywoman Janet Nguyen and Senator Tom Umberg

In finalizing the process, the Legislative Committee would meet and make a recommendation to the RCSD Board based on the forums and the community survey results. A final report to RCSD Board could include and identify a local control prioritized list, what the advantages and disadvantages are, costs associated with each function, how to finance the services and the implementation process.

Suggested Schedule

Educational Workshop for RCSD Board and Legislative Committee

Saturday, August 21 – 10 a.m.

Rush Park Auditorium

Participants: RCSD Board, Legislative Committee, CSDA Director of Advocacy and Public Affairs Kyle Packham; Kimberly Cox, General Manager of the Helendale Community Service's District

Legislative Committee Meeting

Tuesday, August 24 – 7 p.m.

Rush Park Auditorium

Purpose: Develop survey for residents regarding local control; determine timing for survey and submit survey to RCSD Board at their September 14 Board meeting for approval

Community Forum

Tuesday, August 31 – 6 p.m.

Rush Park Auditorium

Participants: RCSD Board, Legislative Committee, OCLAFCO Executive Officer Carolyn Emery, General Manager from another District (to be determined) with local control experience, community members

RCSD Regular Board Meeting

Tuesday, September 14 – 7 p.m.

Rush Park Auditorium

Agenda items: update on local control, review and approval of proposed local control survey

Community Forum

Saturday, September 18 – 10 a.m.

Rush Park Auditorium

Participants: RCSD Board, Legislative Committee, Attorney Preziosi, local legislative representatives, Donal Russel, Capistrano Bay Community Services District General Manager

Legislative Committee Meeting

Tuesday, October 5 – 7 p.m.

Rush Park Auditorium

Purpose: review survey results; discuss plan of action

RCSD Regular Board Meeting

Tuesday, October 12 – 7 p.m.

Rush Park Auditorium

Agenda items: review survey results and recommendations from Legislative Committee

The subject of local control has been a discussion for many years. There have been numerous attempts to move forward to secure additional local control in order to better serve the Rossmoor residents and community. To facilitate the Board's desire to move forward with an Assembly Bill and to better understand the legislative process, the meetings and forums proposed on the schedule will be beneficial. As suggested previously, strong consideration should be given to retaining a legislative advocate that has the expertise in working with all levels of government (local, county, state, federal) and with the experience in navigating the political climate associated with legislation. The utilization of a legislative advocate would be a new approach, however, with the limited staff and resources of the RCSD, the Board may wish to explore this avenue.

ATTACHMENTS

1. RCSD Policy No. 1015 – Mission and Jurisdiction

Rossmoor Community Services District

Policy

No. 1015

MISSION AND JURISDICTION

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

1015.10 Mission: The mission of the Rossmoor Community Services District is to provide superior, cost-effective services that enhance the quality of life for the residents of Rossmoor.

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

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

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

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

1015.24 Rossmoor Signature Wall: In November of 1996, the Rossmoor voters approved a ballot measure to tear down the Rossmoor Signature Wall on the east border of Rossmoor which was partially collapsed by an earthquake and to rebuild it higher and stronger to withstand future earthquakes, and to tax themselves to pay for one or more bonds for the destruction and construction work.

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

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

Adopted: March 14, 2006
Amended: June 12, 2007
Amended: November 9, 2010
Amended: March 10, 2015

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM I

Date: August 10, 2021
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: GENERAL MANAGER ITEMS

RECOMMENDATION

Receive and file.

INFORMATION

In addition to the day-to-day operations of the Rossmoor Community Services District (RCSD) the General Manager has been working on the following projects:

1. Rossmoor Family Foodie Festival: On Saturday, August 14, 2021, the next Rossmoor Family Foodie Festival will be held at Rush Park from 2 p.m. to 9 p.m. *The Emperors* is our featured band at 6 p.m. The Festivals have been well-received and attendance has been outstanding. The community enjoys the food trucks, crafts, and vendor booths. Youth have enjoyed the inflatable games and activities, as well as the Fire Department's display of trucks and informational handouts. We are looking forward to the Family Foodie Festival on September 11, 2021 where Patriot Day will also be acknowledged.
2. Zip Code: In reaction to the City of Los Alamitos and their increased sales tax that is affecting our Rossmoor residents, staff continues to research securing a dedicated zip code for Rossmoor to establish our own identity. Staff has reached out to Congressman Alan Lowenthal's office (47th District) for assistance. Their initial response was that this would be a very cumbersome task and difficult to achieve. Our next step is to set up a meeting with our local Postmaster to discuss the process.
3. Shakespeare in the Park: Mark your calendar for *Shakespeare in the Park*, scheduled for Saturday, August 28 and Sunday, August 29 at 5 p.m. at Rush Park. This is a free event. The Inner City Shakespeare Ensemble will present "A Midsummer Night's Dream". The Inner City Shakespeare Ensemble brings at-risk students into the world of theater using Shakespeare's ageless language and wisdom. The program began in 2010 at George Washington Preparatory High School in Los Angeles. Over the past decade they have grown to include a broad community of actors, directors, playwrights and filmmakers, all from a wide variety of ages, races, religions, socio-economic backgrounds and levels of experience.

Dr. Melanie Andrews is the Creative Director and Founder of the Inner City Shakespeare Ensemble. Her theatrical career has included acting, teaching and directing. She has directed over 100 plays in high schools, colleges and regional theaters. She was named Theater Teacher of the year by the California Theater Teachers Association and the State of California. As Artistic Director of the Inner City Shakespeare Ensemble she is dedicated to ensuring that youth have the opportunity to learn and perform Shakespeare. The Ensemble performs throughout Southern California at parks, gymnasiums, high school auditoriums,

large theaters, on film and online. This is a free event; guests are encouraged to bring their own lawn chairs and food. We are pleased that this group will be bringing their talent to Rossmoor for the community to enjoy.

4. Red Cross Blood Drive: Mark your calendars for Wednesday, August 18, 2021. The Red Cross will be conducting a Blood Drive at Rush Park from 9 a.m. to 3 p.m. Pre-registration is encouraged by going online: <https://www.redcrossblood.org/>