

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

November 12, 2019

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 12, 2019

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Barke, DeMarco, Maynard, Nitikman
President Casey
3. PLEDGE OF ALLEGIANCE:
4. PRESENTATIONS:
 - a. ORANGE COUNTY SHERIFF'S DEPARTMENT LIEUTENANT PAT RICH RE: QUARTERLY CRIME STATISTICS
 - b. CALIFORNIA HIGHWAY PATROL OFFICER MATT MUSSELMAN RE: QUARTERLY TRAFFIC REPORT
 - c. JFTB CHIEF WARRANT OFFICER ROCHELLE SANZA RE: SUNBURST ACADEMY PROGRAM AT LOS ALAMITOS JOINT FORCES TRAINING BASE

B. ADDITIONS TO AGENDA – None

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

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

Two-thirds (2/3) of the Board formally votes or, if less than 2/3 of members are present, all 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. QUARTERLY STATUS REPORT—Receive and File
2. QUARTERLY PARKS AND FACILITIES MAINTENANCE REPORT—Receive and File
3. QUARTERLY RECREATION REPORT—Receive and File
4. QUARTERLY TREE REPORT—Receive and File

E. CONSENT CALENDAR

1. MINUTES:
 - a. Regular Board Meeting of October 8, 2019—Receive and file
2. SEPTEMBER 2019 REVENUE AND EXPENDITURE REPORT—Receive and file
3. LONG TERM/NON-PROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY—
Receive and file

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

F. PUBLIC HEARING - None

G. RESOLUTIONS

1. RESOLUTION NO 19-11-12-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FORMALLY REQUESTING FAIR VOTING AND GEOGRAPHIC REPRESENTATION ON THE LOS ALAMITOS SCHOOL DISTRICT BOARD OF EDUCATION

ORDINANCES – None

H. REGULAR CALENDAR

1. ROSSMOOR HOLIDAY LIGHTS BICYCLE TOUR UPDATE

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 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

L. CLOSED SESSION – None

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 November 12, 2019, 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:

Elizabeth Deering for _____ Date 11/7/19

JOE MENDOZA
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a.

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ORANGE COUNTY SHERIFF'S DEPARTMENT LIEUTENANT
PAT RICH RE: QUARTERLY CRIME STATISTICS

RECOMMENDATION

Receive and file presentation.

BACKGROUND

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

- a. Orange County Sheriff's Department Lieutenant Pat Rich
Re: Quarterly Crime Statistics—Receive and File

ATTACHMENTS

1. OCSD Quarterly Crime Statistics



ORANGE COUNTY SHERIFF'S DEPARTMENT

SHERIFF-CORONER DON BARNES

3rd Quarter Rossmoor Calls for Service/Activity July—August—September 2019

Rossmoor 3rd Qtr.

2018—2019 Yearly Comparisons

Offense	Jan'18	Feb'18	Mar'18	Apr'18	May'18	Jun'18	Jul'18	Aug'18	Sep'18	Oct'18	Nov'18	Dec'18	Total
187	0	0	0	0	0	0	0	0	0	0	0	0	0
211	0	0	0	0	0	0	0	0	0	0	0	0	0
245	0	1	0	0	0	0	0	0	0	0	0	0	1
459C	0	0	0	0	1	0	0	0	0	0	0	0	1
459R	2*	0	0	0	4*	2	0	0	0	0	1	0	9*
459V	1	0	2*	1	1	4	1	0	0	0	0	0	10*
487	0	0	1	1	4	1*	1	0	0	0	2	0	10*
488	0	3	0	3	3	1	3	2	0	0	2	0	17
10851	0	0	1	0	0	0	1	1	1	1	0	0	5
Total	3*	4	4*	5	13	8	6	3	1	1	5	0	53*

Offense	Jan'19	Feb'19	Mar'19	Apr'19	May'19	Jun'19	Jul'19	Aug'19	Sep'19	Oct'19	Nov'19	Dec'19	Total
187	0	0	0	0	0	0	0	0	0				0
211	0	0	0	0	0	0	0	0	0				0
245	0	0	0	0	0	0	1	0	0				1
459C	0	1	0	0	0	0	0	0	0				1
459R	0	0	0	0	3	0	0	2	0				5
459V	1	2	1	1	1	0	0	1	0				7
487	0	0	0	2	1	0	0	2	1				6
488	2	3	0	2	1	1	1	1	4				15
10851	0	2	1	0	2	1	0	1	0				7
Total	3	8	2	5	8	2	2	7	5				42

Penal Code Legend

211 = Robbery

187 = Murder

245 = Assault w/ deadly weapon

459C = Commercial Burglary

459R = Residential Burglary

459V = Vehicle Burglary

487 = Grand Theft

488 = Petty Theft

VC 10851 = Stolen Vehicle

*Includes Attempts



3rd Quarter Rossmoor Calls for Service/Activity July—August—September 2019

Rossmoor 3rd Qtr.

July 2019:

Assault with a deadly weapon (PC 245R)

1. 07/11/19: 11000 block of Wembley Road, assault involving a family dispute.

Petty Theft (PC 488)

1. 07/26/19: 11000 block of Harrisburg Road, package theft from a porch.

August 2019:

Residential Burglary (PC 459R)

1. 08/21/19: 3000 block of Donnie Ann Road, forced entry through a back window, loss of two guns and jewelry.
2. 08/9/19: 11000 block of Loch Lomond Road, theft from an unlocked vehicle, suspect used the garage remote which was in the vehicle to gain entry into garage.

Vehicle Burglary (PC 459V)

1. 08/14/19: 2000 block of Blume Drive, a locked vehicle was broken into, loss of cash.

Petty Theft (PC 488)

1. 08/09/19: 3000 block of Wendy Way, numerous gift cards were taken from an unlocked vehicle.

Grand Theft (PC 488)

1. 08/24/19: 3000 block of Rowena Drive, a laptop, bag, sunglasses taken from an unlocked vehicle.
2. 08/22/19: 11000 block of Kensington Road, several tools were taken from an unlocked truck.

Stolen Vehicle (VC 10851)

1. 08/22/19: 11000 block of Kensington Road, locked vehicle was taken.



ORANGE COUNTY SHERIFF'S DEPARTMENT

SHERIFF-CORONER DON BARNES

3rd Quarter Rossmoor Calls for Service/Activity July—August—September 2019

Rossmoor 3rd Qtr.

September 2019:

Petty Theft (PC 488)

1. 09/26/19: 12000 block of Foster Road, a package was removed from a porch.
2. 09/20/19: 12000 block of Martha Ann Drive, several items taken from an open garage.
3. 09/19/19: 2000 block of Salmon Drive, theft from an unlocked vehicle, loss of wallet, airbuds, cash and knives were taken.
4. 09/16/19: 11000 block of Los Alamitos, suspect took a bottle from a liquor store.

Grand Theft (PC 488)

1. 09/27/19: 2000 block of Tucker Lane, several items were removed from an unlocked vehicle parked on a driveway. Loss of a duffle bag, two ipads, and a Garmin transponder.

**The above crimes are not released from our Crime Analysis and Statistics Units. Nor are these the statistics which will reflect on the UCR (Uniformed Crime Reporting) from DOJ (Department of Justice). These reports were taken from our internal computer aided dispatch which is updated as calls come in. All reports have not been turned in, thus some crimes may be changed to reflect the actual crime at a later time.

***These statistics are not consistent with the blotter. The blotter are all the calls we receive through dispatch. Sometimes those calls do not result in a part 1 crime. For example, on the blotter you may have read: "home burglary alarm, audible." this can mean that it was a false alarm and no burglary occurred.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b.

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CALIFORNIA HIGHWAY PATROL OFFICER MATT
MUSSELMAN RE: QUARTERLY TRAFFIC REPORT

RECOMMENDATION

Receive and file presentation.

BACKGROUND

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

b. California Highway Patrol Officer Matt Musselman Re:
Quarterly Traffic Report

ATTACHMENTS - None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4c.

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: JFTB CHIEF WARRANT OFFICER ROCHELLE SANZA RE:
SUNBURST ACADEMY PROGRAM AT LOS ALAMITOS JOINT
FORCES TRAINING BASE

RECOMMENDATION

Receive and file presentation.

BACKGROUND

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

b. JFTB Chief Warrant Officer Rochelle Sanza Re: Sunburst Academy Program at Los Alamitos Joint Forces Training Base

ATTACHMENTS - None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: QUARTERLY STATUS REPORT

RECOMMENDATION

Receive and file.

BACKGROUND

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

ATTACHMENTS

1. Quarterly Status Report.



QUARTERLY STATUS REPORT

AUG-DEC 2019



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

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

Objective 1: Meetings with County Sheriff - Informal contacts by the Orange County Sheriff's Office keep us aware of any current crime issues that may be occurring in Rossmoor. We have partnered with the OCSO on crime, safety and educational programs and held another successful Drug Take Back Day at Rush Park on October 26, 2019. Staff is working with Orange County Sheriff's Department, California Highway Patrol, Orange County Fire Authority and the Military to plan a National Night Out event during a summer concert in 2020 to bring awareness and appreciation to first responders.

Objective 2: Meetings with OCFA - Staff continues to work with the Emergency Management Coordinator for the Orange County Sheriff's Department Emergency Management Division as well as Orange County Fire Authority to upgrade Rossmoor Community Services District's Emergency Management Plan. Efforts will include collaboration with the Los Alamitos Unified School District, City of Los Alamitos, City of Seal Beach and the Joint Forces Training Military Base.

Objective 3: Street Lighting - In addition to the completed LED Street Lighting project LED Lighting has been added to the Montecito Center, Rush Park Administrative and meeting rooms and Parking Lot and the Tennis Court Lights at Rossmoor Park.

GOAL II—FINANCIAL STABILITY: The District will maximize its available resources and ensure financial stability by maintaining a balanced budget and adhering to all applicable financial policies.

Objective 1: Grant Funds - In order to maximize available resources in Rossmoor, staff continues to explore government grant opportunities. District Staff is preparing a grant submittal to the National Parks and Recreation Association to secure a grant to fund the replacement of the Rossmoor Park Playground in FY 2021-2022. Staff has submitted a grant request for the per capital state grant and will be agendizing a resolution for the December 2019 Board Meeting as well as completing informational classes in preparation of receiving funding for infrastructure improvements.

Objective 2: Investments - Our investment portfolio has been managed in accordance with our investment policy relative to the state of the economy. Interest is continuing to rise, which is increasing. LAIF interest for Quarter Ending, 9/31/19 was 2.34%.

Objective 3: Community Volunteers - The District continues to seek out opportunities for volunteers, as these opportunities may arise. Volunteers from the Youth Center have been utilized to assist with crafts at concerts in the park and the Boy Scouts are volunteering to provide concession stand sales at our concerts. Staff is documenting volunteers and the hours served in order to begin a data base and ultimately conduct an appreciation program to recognize their service to the

community. The After-School Program at Rush Park was recently added in conjunction with the Youth Center for Hopkinson School students.

Objective 4: User Fees - The permit and rental revenue continues to rise due to increased fees approved by the Board and because the facilities are rented and managed well. Staff is currently looking at upgrades to enhance the District's facilities.

Objective 5: Fiscal Status - The District Reserve Fund is healthy and has continued to grow with the economy and our management of operating costs. In current year reserve fund from the FY 2018-2019 audited actual is \$1,003,299. The FY 2019-2020 Budget has an estimated surplus of revenue over expenditures of \$27,482, which will increase the reserve fund to \$1,030,781. This will be verified with the actual Fiscal Year closing numbers during the Audit in August 2020.

GOAL III—URBAN FOREST: The District will promote, protect and maintain a healthy urban forest in Rossmoor.

Objective 1: Planting Parkway and Park Trees - The District continues to have trees planted in vacant sites. Age and species diversity play an important role in the survival of the urban forest. For this reason, the District planting palette is made up of a variety of species that have been determined as suitable for a parkway tree as well as suited to this particular climate.

Objective 2: Care of Parkway Trees - District trees are pruned on a four-year grid cycle. Rossmoor is divided into four districts, with one district being trimmed each year. Off-grid trims are completed as needed, for crown thinning and structural pruning of young trees. As a result of a heavy rain season and increased tree growth, a higher than usual amount of off-grid trims was needed during the summer and early fall of 2019. RCSD staff performs light pruning and re-staking of trees whenever possible. The District continues to water young trees. Resident service requests from pruning are responded to in a timely manner.

Objective 3: Monitoring Trees for Health and Safety Issues - Rossmoor trees continue to be monitored regularly for health, maintenance and safety issues and trimmed or removed if necessary. Resident service requests for safety concerns are responded to immediately, with after-hours emergency support provided by the County of Orange.

Objective 4: Tree Protection - Parkway trees are monitored by the District Arborist for policy violations that include unauthorized trims, removals and plantings. Violations are reported to the General Manager, who has the authority to administer penalties for policy violations.

Objective 4: Educating the Public on Benefits and Care of the Urban Forest - Informational brochures and flyers regarding tree protection and District Tree Policy continue to be delivered to residents and contractors. The District website provides updated information pertaining to Rossmoor's Urban Forest. Arboriculture related articles continue to be published in RCSD newsletter and website. The Rush Park and Rossmoor Park Tree Walks have been implemented with tree ID signs posted on trees along a designated walk with map available online and in print. RCSD's Arbor Day Celebration took place in March and an even bigger event will be planned for 2020.

GOAL IV—PROPERTY MAINTENANCE: The District will endeavor to ensure that all its properties are maintained in a safe and proper working order.

Objective 1: Inspection of District Properties: - The facilities at Rossmoor Park, Rush Park and Montecito Center are fully operational with no significant issues.

Objective 2: Maintenance of District Properties: - District staff continues washing District tennis, basketball courts and canopy shelters twice per month. All the HVAC units have been serviced and the plumbing contractor has performed preventive maintenance to the sewer lines in all the facilities. A contractor was hired at Rossmoor Park to remove a lump of build-up sand around the playgrounds and volleyball courts to minimize any tripping hazards. Staff continues to water young trees once per week, trim hanging debris from the Signature Wall on a monthly basis and pick up fallen tree branches as needed throughout the District. Staff replaced worn out swings and chains to the playground at Rossmoor Park. Staff installed a dozen replacement tiles around the Rush park playground. A contractor did root pruning and repaired a section of the wall that was being lifted by nearby trees at Rush Park. A roofing contractor repaired the corridor roof between the shop and the auditorium building and electrical panel's roof. Carpets were cleaned at the Rossmoor Park Community Center, Rush Park auditorium and the main office.

Objective 3: Maintenance Record Keeping – Monthly maintenance reports continue to be evaluated for conformance with contract requirements.

Objective 4: Water Conservation - District contractor's irrigation technician and District staff continues monitoring and adjusting the irrigation system for consistent and accurate coverage on the turf areas.

Objective 5: Best Practices for Conservation of Resources – District irrigation controllers are scheduled to water four days per week.

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

Objective 1: Special Events – The District offered its fourth summer of combining both Concerts and Movies in the Park events at Rush Park. The feedback from the events was positive and everyone seemed to enjoy all the events offered over the summer months. Planning and meetings are underway for the 5th annual Rossmoor Winter Festival. With a few minor changes and added attractions, the event is progressing and will be a great way to keep bringing holiday spirit to Rossmoor.

Objective 2: Recreation/Athletic Facilities – The Rossmoor Park Community Center is currently being utilized by the Youth Center's R.A.S.C.A.L.S. after school program and The Children's Garden pre-school program. LAGSL continues to utilize the fields and are following the MOU. Storage container at Rossmoor Park is being utilized by both programs and provides adequate space for all.

Objective 3: Accessibility of Recreation/Athletic Facilities – Recreation staff is researching ideas for revenue sharing programs and class offerings to the community.

Objective 4: User Fees-Recreation/Athletic Facilities – Recreation staff is monitoring compliance of MOU's and Contract Services Agreements (CSA's) for commercial use of District Property.

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

Objective 1: District Website/Social Media – Promotions this quarter included the Rossmoor Fall/Winter Events (*Heroes Awards Luncheon, School Ghoul 5K Run, Rossmoor Winter Festival, Community Coffee and Donuts*), Street Sweeping Solutions Stakeholders Meeting, Poll and Poll results, RCSD press releases, additional public outreach and notifications, co-agency event promotions and e-blasts with the County of Orange, Assemblyman Tyler Diep's office and Orange

County Sheriff's Department. Website traffic is strong and continues to grow. Web content and promotions are continually enhanced. The Rossmoor Winter Festival website and Facebook page have been updated for 2019.

The Administrative Assistant and Tree Consultant attended ACC-OC's Lunch and Learn Event: *Social Media, A Guide for Local Agency Officials* in Huntington Beach, CA to learn about recent developments related to the use of social media by public agencies. The Administrative Assistant has created a Pinterest social media profile for the District to promote its urban forest, landscaping and field work efforts in coordination with Tree Consultant Mary Kingman. The content will help to further educate the community about the beautiful trees and wildlife here in Rossmoor and the effort required to maintain its urban forest and park assets.

Objective 2: Quarterly Newsletter - The latest edition of the quarterly newsletter (*Oct 2019*) was prepared and distributed in hardcopy and electronic format. The publication covered several timely and popular topics, featuring the Rossmoor Street Sweeping Solutions Stakeholders Meeting, Poll Results promo and link, Disaster Preparedness, Game Room Donations, Rossmoor Winter Festival, Holiday Toy/Gift Drive, Branch Banter article, CSDA Districts Make the Difference Campaign promotional materials and community interest articles. The newsletter continues to receive positive feedback and new e-subscribers. It also drives significant web traffic to the District website.

Objective 3: Community Input - Several e-blasts and bulletins were sent out encouraging the public's attendance at the RCSD Board meetings to discuss and provide input on issues of community concern. A successful and well attended Street Sweeping Solutions Stakeholders meeting was held on October 3, 2019 and a poll was conducted on alternative scheduling options. Once the poll is concluded, the data will be analyzed and shared with the County Supervisor's Office. Whenever possible, the District partners with the Rossmoor Homeowners Association and other agencies to amplify its promotional reach. The District has also sent out partnership communications with the Orange County Sheriff's Department regarding Prescription Medication Drug Take Back Day and other items of benefit to our residents. Board Meeting Presentations have included the following guest presenters: The Los Alamitos Joint Forces Training Base Sunburst Academy, Los Alamitos Unified School District, California Highway Patrol, Orange County Sheriff's Department and Rossmoor Homeowners Association. Social Media Campaigns and post sharing have generated reciprocity as well as positive community feedback. We continue to receive inquiries and communications from the public via our website contact form.

Objective 4: Promotion of District Programs - The District's newsletter, e-blasts, flyers, brochures, signs, banners, website posts, press releases and social media continue to be successfully utilized in the promotion of District programs and events and have proven to be budget-friendly and effective. An event video was also created for the First Annual Heroes Award Luncheon at the Rush Park Auditorium and distributed to attendees after the event. The video is posted on the District website as well. Additional programs are still being researched in response to the survey results. We have created attractive branding for both new and existing programs and are working to improve and enhance facilities.

GOAL VII—COOPERATIVE RELATIONSHIPS: The District will endeavor to work closely with other local, state and federal agencies.

Objective 1: Los Alamitos Unified School District - The General Manager has maintained a relationship with the Los Alamitos Unified School District and recently arranged for Superintendent Andrew Pulver to represent LAUSD at the Street Sweeper Stakeholder Meeting on October 3, 2019. The RCSD was part of the LAUSD's Community Outreach Meeting on November 4, 2019 at 6:30 p.m. at Rush Park that will enlist input from the public regarding LAUSD's Voters Rights Act.

Objective 2: Neighboring Jurisdictions – The General Manager and staff continues to work closely with neighboring jurisdictions and has met with City Managers from the surrounding communities of Cypress, Los Alamitos and Seal Beach to discuss issues and possible collaborations that would benefit respective agencies. Ongoing communication has been scheduled. During this period the Los Alamitos Chamber of Commerce conducted a Heroes Luncheon to honor military and first responders at Rush Park Auditorium on September 19, 2019.

Objective 3: County of Orange - Staff has been in ongoing contact with OC Public Works regarding Tree Trimming, asphalt repair, curb and gutter repair, the trash contract and scheduled pick up as well as the ongoing street sweeping issues.

GOAL VIII—NEW INITIATIVES: The District will evaluate new initiatives as they come to the attention of the Board.

Objective 1: Community Concerns - On October 3, 2019 a very successful street sweeping stakeholder’s meeting was promoted and well attended with positive feedback from the community. The information collected will provide RCSD with data to support and provide to Supervisor Steele in support of an alternative street sweeping schedule. Assemblyman Diep's office has scheduled a Freeway Sound Wall meeting in response to ongoing concerns by RCSD, RHA and residents regarding Cal Trans lack of response regarding a sound study and remediation. Representatives from Cal Trans will also be in attendance to discuss the issue.

Objective 2: Report to the Community – The District was honored to host Assemblyman Tyler Diep’s Community Coffee and Donuts open house at Rush Park on Saturday October 19, 2019, providing the community with legislative information in addition to a Q&A opportunity for residents.

GOAL IX—CLEAN STREETS: The District will effectively manage street sweeping operations in the community.

Objective 1: Regular Street Sweeping – The street sweeping contract with R.F. Dickson Corporation remains in place. General Manager Joe Mendoza has also met with representatives from Rossmoor Homeowners Association, LAUSD, Orange County Public Works Representatives, Orange County Sheriff’s Department Lieutenant Pat Rich, R.F. Dickson Street Sweeping Manager Terry Roberts, Supervisor Michelle Steele's representative Tim Whitaker and the Rossmoor Community, to discuss a new schedule, signage and an ordinance change. This is an ongoing effort to ultimately prepare a report and funding request to Orange County Supervisor Michelle Steel’s office to process the change.

Objective 2: Street Sweeping Enforcement - Parking restrictions continue to be enforced by the Orange County Sheriff’s Department. Parking violations occurring during street sweeping hours are issued citations.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: November 12, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Initiated by Omero Perez

Subject: QUARTERLY PARKS AND FACILITIES MAINTENANCE
REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Parks and Facilities Maintenance Report. This report is intended to provide the Board with the status of the activities and programs being performed in the furtherance of the District's recreation program. The report was prepared by the District's Park Superintendent, Omero Perez.

ATTACHMENTS:

1. Quarterly Parks and Facilities Maintenance Report by Park Superintendent Omero Perez

RCSD PARKS AND FACILITIES MAINTENANCE DEPARTMENT

QUARTERLY REPORT TO THE BOARD NOVEMBER 2019

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 washing District tennis, basketball courts and canopy shelters twice per month. All the HVAC units have been serviced and the plumbing contractor has performed preventive maintenance to the sewer lines in all the facilities. A contractor was hired at Rossmoor Park to remove a lump of build-up sand around the playgrounds and volleyball courts to minimize any tripping hazards. Staff continues to water young trees once per week, trim hanging debris from the Signature Wall on a monthly basis and pick up fallen tree branches as needed throughout the District. Staff replaced worn out swings and chains to the playground at Rossmoor Park. Staff installed a dozen replacement tiles around the Rush park playground. A contractor did root pruning and repaired a section of the wall that was being lifted by nearby trees at Rush Park. A roofing contractor repaired the corridor roof between the shop and the auditorium building and electrical panel's roof. Carpets were cleaned at the Rossmoor Park Community Center, Rush Park auditorium and the main office.

Maintenance Record Keeping – Monthly maintenance reports continue to be evaluated for conformance with contract requirements.

Water Conservation - District contractor's irrigation technician and District staff continues monitoring and adjusting the irrigation system for consistent and accurate coverage on the turf areas.

Best Practices for Conservation of Resources – District irrigation controllers are scheduled to water four days per week.

Respectfully Submitted By:
Omero Perez, Park Superintendent

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Chris Argueta
Subject: QUARTERLY RECREATION REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Recreation Report. This report is intended to provide the Board with the status of the activities and programs being performed in the furtherance of the District's recreation program. The report was prepared by the District's Recreation Superintendent, Chris Argueta.

ATTACHMENTS:

1. Quarterly Recreation Report
2. Rush Park Quarterly Activity Report (July-Sept 2019)
3. Rossmoor Park Quarterly Activity Report (July-Sept 2019)

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

2019

SUMMARY



The District's Recreation Department wrapped up its summer schedule in August, which included another successful summer of Movies, Concerts and Shakespeare in the Park events.

The year 2019 marked the 19th summer of offering free movies in the park events at Rush Park and with each year, the popularity of the summer event seems to grow. As a result, Recreation staff continues to look for ways to improve event offerings and staffing needs.

Summer Movies, Concerts and Shakespeare in the Park events were once again highly attended by the community. This year's summer movie choices included ***Ralph Breaks The Internet***, ***Lego Movie 2***, ***Incredibles 2***, along with ***How To Train Your Dragon: The Hidden World*** which proved to be a crowd favorite and drew a large crowd. Recreation staff provided free pre-movie themed activities for each movie including character themed arts and crafts, making masks to wear and ornaments to take home, and movie themed felt coloring pages, along with coloring stations and bounce houses.

With the combination of the concert and movie at our summer events, this tends to really bring the community together to enjoy them. ***K-Tel All-Stars*** opened the summer concert series in June with a great mixture of soul and funk. Our second performance by ***Woodie And The Longboards*** was definitely a treat as always with the surf rock band getting the crowd on their feet and dancing to a great performance. The July event had ***Kulayd*** performing acapella songs and it had tons of crowd participation as they went out into the crowd during songs. ***The Emperors*** closed out the summer at our early August event by rocking the stage and getting people on their feet and dancing throughout the evening as well. Next summer in an effort to increase attendance levels, District staff plans to bring in more popular local bands that can make our events memorable and fun for all in attendance.

Shakespeare in the Park events included the theatrical performances of ***Henry V*** and ***The Comedy of Errors***. These events are highly anticipated and well attended. The Shakespeare by the Sea crew produced both of the performances. Staff and volunteer sheriff's deputies were on hand at all of our summer events this year, to oversee operation and safety to all of the Rush Park events.

The Youth Center's Rossmoor Park Summer Day Camp ended their 9 week program for their 31th summer at Rossmoor Park. On average, 120 youth (ages 5-12yrs old) enjoyed daily arts and crafts, outdoor activities, special events, field trips, tournaments and contests. Under the direction of a new and highly motivated summer Camp Director, the Youth Center had one of its busiest summers to date. Recreation

staff worked closely with Youth Center Director and staff to address park and facility cleanliness and participant's safety. A post-summer meeting took place between Youth Center and District staff to recommend improvements for future years. Recreation staff, along with the afterschool Youth Center staff, continues to meet throughout the school year to discuss ways to keep the kids in the program active and engaged in different types of activities.

With the holidays right around the corner again, the countdown to the District's 5th Annual Rossmoor Winter Festival on December 13th 2019 has begun, along with the planning of the event. The Festival Committee began to meet earlier this year compared to last year and hopes to make the Festival even better. With many new ideas and suggestions on how to improve the Festival, the Committee is working hard to make it a special evening again for all of those in attendance.

Community Festival meetings with the Festival planning committee have begun. This marks the 7th year of the committee members partaking in the event planning process. Items discussed include areas for improvement such as additional volunteers, additional sponsors, setup/cleanup, etc. To gain volunteer support, the Committee discussed offering incentives for community sports groups and non-profits participation. The Rossmoor Homeowners Association will ask for the RCSD's continued support, including stage rental and staffing.

With the addition of a second tennis instructor to the District's tennis program, there has been continuous improvement to the overall program and goal of the District to provide more services and opportunities to the community. Instructors Fernando Molina and Beau Berglund have many years between them of playing at a high level as well as teaching children and adults. As a goal of the Recreation Department to provide services to the community, Recreation staff is researching ideas to improve the District's tennis program online. The District will consider evolving the program to offer more online reservations for courts and instructors for all ages and skill levels including for innovative workout classes and drop in play.

The 8th Annual School Ghoul Event was held on Sunday, October 27, 2019. The annual event is a fundraiser for Los Alamitos Unified School District schools and promotes health and wellness in the community. The directors of the School Ghoul event continue to provide RCSD staff with all required documentation and permitting requirements. Recreation staff works closely with the directors of the event to ensure the event was safe and enjoyable for all participants.

Respectfully Submitted By,



Chris Argueta
RCSD Recreation Superintendent

RUSH PARK QUARTERLY ACTIVITY (JULY-SEPT 2019)

	JULY	AUG	SEPT	<u>LOCATION TOTAL:</u>
PLAYGROUND	1418	1162	1002	3582
WALK/RUN	624	668	708	2000
FIELDS 1,2,3	2795	1195	512	4502
PICNIC SITE A	764	814	865	2443
PICNIC SITE B	534	669	556	1759
AUDITORIUM	1715	1665	1984	5364
EAST ROOM	626	356	423	1405
WEST ROOM	115	144	143	402
OTHER	321	354	469	1144
<u>MONTHLY TOTAL:</u>	8912	7027	6662	22601
				<u>QUARTERLY TOTAL</u>

ROSSMOOR PARK QUARTERLY ACTIVITY (JULY-SEPT 2019)

	JULY	AUG	SEPT	<u>LOCATION TOTAL:</u>
PLAYGROUND	1422	993	1424	3839
WALK/RUN	965	992	854	2811
TENNIS	1026	795	866	2687
BASKETBALL	320	224	199	743
VOLLEYBALL	75	66	49	190
FIELDS 1,2,3	282	1027	1808	3117
PICNIC SITE A	339	189	289	817
PICNIC SITE B	302	136	196	634
PICNIC SITE C	162	144	250	556
COMMUNITY ROOM	289	455	624	1368
OTHER	302	262	184	748
<u>MONTHLY TOTAL:</u>	5484	5283	6743	17510
				<u>QUARTERLY TOTAL</u>

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-4

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Mary Kingman
Subject: QUARTERLY TREE REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Tree Report. This report is intended to provide the Board with the status of the work being performed in the maintenance and preservation of the community's urban forest. The report was prepared by the District's Tree Consultant, Mary Kingman.

ATTACHMENTS:

1. Quarterly Tree Report (Third Quarter Calendar Year 2019 Status Report and Urban Forest Report).

ROSSMOOR URBAN FOREST

QUARTERLY REPORT TO THE BOARD

NOVEMBER 2019



SUMMARY

Planting Parkway and Park Trees - The District continues to have trees planted in vacant sites. Age and species diversity play an important role in the survival of the urban forest. For this reason, the District planting palette is made up of a variety of species that have been determined as suitable for a parkway tree as well as suited to this particular climate.

Care of Parkway Trees - District trees are pruned on a four-year grid cycle. Rossmoor is divided into four districts, with one district being trimmed each year. Off-grid trims are completed as needed, for crown thinning and structural pruning of young trees. As a result of a heavy rain season and increased tree growth, a higher than usual amount of off-grid trims was needed during the summer and early fall of 2019. RCSD staff performs light pruning and re-staking of trees whenever possible. The District continues to water young trees. Resident service requests from pruning are responded to in a timely manner.

Monitoring Trees for Health and Safety Issues - Rossmoor trees continue to be monitored regularly for health, maintenance and safety issues and trimmed or removed if necessary. Resident service requests for safety concerns are responded to immediately, with after-hours emergency support provided by the County of Orange.

Tree Protection - Parkway trees are monitored by the District Arborist for policy violations that include unauthorized trims, removals and plantings. Violations are reported to the General Manager, who has the authority to administer penalties for policy violations.

Educating the Public on Benefits and Care of the Urban Forest - Informational brochures and flyers regarding tree protection and District Tree Policy continue to be delivered to residents and contractors. The District website provides updated information pertaining to Rossmoor's Urban Forest. Arboriculture related articles continue to be published in RCSD newsletter and website. The Rush Park and Rossmoor Park Tree Walks have been implemented with tree ID signs posted on trees along a designated walk with map available online and in print. RCSD's Arbor Day Celebration took place in March and an even bigger event will be planned for 2020.

Respectfully Submitted By:
Mary Kingman, District Arborist

Third Quarter CY 2019 Urban Forest Report

Month	Safety Trim OCPW	Grid Trimming	Off-Grid Trimming	24" Box Plant	Sp 24" or 36" Box Plant	Small Tree Removal	Tree Failures - Weather	Tree Removals - Parkways	Tree Removals Parks	Tree Health Care	Resident Service Request
July-19	30		67			3		50			40
August-19											63
September-19	88								1		71
2nd Quarter Totals	118	0	67	0	0	3	0	50	1	0	174

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Liz Deering
Subject: REGULAR BOARD MEETING MINUTES OF OCTOBER 8, 2019

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of October 8, 2019 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of October 8, 2019 as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Regular RCSD Board Meeting Minutes of October 8, 2019



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, October 8, 2019

A. ORGANIZATION

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

2. ROLL CALL: Directors Barke, DeMarco, Nitikman, Maynard
President Casey

3. PLEDGE OF ALLEGIANCE: Joint Forces Training Base Colonel Richard Lalor and The
Sunburst Academy

4. PRESENTATIONS:

**a. JOINT FORCES TRAINING BASE DEPUTY COMMANDING GENERAL NICK
DUCICH RE: LOS ALAMITOS JOINT FORCES TRAINING BASE PROGRAMS**

Deputy Commanding General Nick Ducich, Los Alamitos Joint Forces Training Base gave a presentation encompassing the 2020 Priorities, Partnerships and Proposals with the Orange County Fire Authority, U.S. Army Corps of Engineers, Youth Programs (Sunburst and Starbase), Airfield Budget Change Proposal, U.S. Coast Guard/DHS, United States Army Cadet Command, Outreach Program and Events held on the base. He stated the Joint Forces Training Base had the last military runway in the Los Angeles/Orange County area and discussed the base's role in supporting and augmenting first responders with aircraft landings and medical services support in the event of an emergency. The presentation was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Girl Scout Troop 675 requested that an item requesting the use of Rossmoor Park as a recycling center to raise money for The Los Alamitos Youth Center on the November agenda for the Board's consideration. President Casey directed the troop to work with District Recreation Superintendent Chris Argueta to submit a formal agenda item.

Diane Rush opined regarding strategies for dealing with squatters in abandoned homes in Rossmoor. She stated that a home on her street was being occupied by people other than the owners and she was concerned about neighborhood safety implications. General Manager Joe

Mendoza stated that he was aware of the situation and available remedies were being pursued by the County and Orange County Sheriff's Department.

Jody Roubanis thanked the District for holding the October 3, 2019 Street Sweeping Solutions Stakeholders Meeting. She opined that she appreciated the District's efforts to listen and gather public input on such a complicated issue. Mrs. Roubanis also announced the Los Alamitos School District Walk/Bike to School Campaign on October 16, 2019 and encouraged community participation.

D. REPORTS TO THE BOARD:

1. REPORT OF THE GENERAL MANAGER RE:

Recommendation to receive the report of the Audit Committee, approve the FY 2018-2019 Annual Audit Report and approve the recommendations contained in the Management Letter. District Auditor Brad Welebir with Rogers, Anderson, Malody and Scott, LLP presented an overview of the Audit Report as presented to the Audit Committee and answered questions from the Board. Mr. Welebir praised the District's transparency and stated that once again the District had received an unmodified opinion, the highest rating possible. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES OF THE REGULAR BOARD MEETING—September 10, 2019

2. REVENUE AND EXPENDITURE REPORT—Aug 2019

Motion by Director DeMarco, seconded by Director Nitikman to approve the consent calendar as submitted. Motion passed 3-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 19-10-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT (LIONS CLUB ALCOHOL REQUEST FOR BEER AND WINE AT RWF)

Recommendation to approve Resolution No. 19-10-08-01 authorizing the dispensing of alcohol (*beer and wine*) on District property at the fifth annual Rossmoor Winter Festival on December 13, 2019.

Discussion ensued relative to safety and liability concerns, District labor costs and vendor profits. Director DeMarco opined that he was not in favor of the Beer/Wine Garden however, he would be more inclined to approve the request if he had assurance that strict security measures would be in place, the District received compensation from the Seal Beach Lions Club for use of the space and did their own setup and takedown. Director Nitikman agreed. Further discussion ensued relative to whether the Lions Club should contribute a flat fee or a be charged a percentage. Motion by Director Nitikman, seconded by Director Casey, to approve Resolution No. 19-10-08-01 with the stipulation that the Seal Beach Lions Club pay a minimum flat fee of

\$150, do their own setup and takedown and guarantee that all minors will be kept out of the alcohol consumption area. Motion passed 3-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. DISCUSSION AND POSSIBLE ACTION RE: RHA HOLIDAY BIKE TOUR COSPONSORSHIP PROPOSAL

Recommendation to discuss the proposed holiday bicycle tour event co-sponsorship and direct staff accordingly.

The General Manager reported that the Rossmoor Holiday Lights Bicycle Tour started in 2015 with the help of a few Rossmoor residents along with a group of their friends and family who gathered at Rush Park on the Saturday evening before Christmas. With the Rossmoor Holiday Lights Bicycle Tour continuing to grow, the District is looking to provide a safe and fun environment for the participants, as well as the community. Because the event is held at Rush Park, General Manager Joe Mendoza has had discussion with event organizers, Rossmoor Homeowners Association, and Lt. Patrick Rich with Orange County Sheriff's Department, to determine how to provide a safe event with appropriate safeguards. The District has verified that its Special District Risk Management Authority (SDRMA) policy will adequately cover the event with not additional insurance required.

Discussion ensued relative to District liability related to co-sponsorship, bicycle safety and District staff time commitment. Rossmoor Homeowners Association Event Representative Pei-Pei Kelman stated that the Rossmoor Homeowners Association did not currently sponsor the event, it was privately coordinated by a group of residents. Pei-Pei Kelman also stated that the RHA would not agree to absorb the primary liability for the event. Motion by Director Nitikman, seconded by Director DeMarco, to table the item until the November Board Meeting. Motion passed 3-0.

2. DISCUSSION AND POSSIBLE ACTION RE: REQUEST BY THE ROSSMOOR HOMEOWNERS ASSOCIATION (RHA) FOR COSPONSORSHIP OF THE 2020 ROSSMOOR COMMUNITY FESTIVAL

Recommendation to approve the Rossmoor Homeowners Association request for co-sponsorship of the 2020 Rossmoor Community Festival.

The General Manager reported that for many years the RHA has conducted an annual Community Festival at Rush Park. The one-day event is held on the first Sunday in May with entertainment, food, vendors and activities. The RHA is once again requesting that the District co-sponsor the Rossmoor Community Festival on May 3, 2020 (*with no fees for the use of the Park or District staff costs*). Brief discussion ensued. Motion by Director Nitikman, seconded by Director DeMarco, to approve the District Co-sponsorship of the 2020 Rossmoor Community Festival. Motion passed 5-0.

I. GENERAL COUNSEL ITEMS: None

J. GENERAL MANAGER ITEMS:

General Manager Joe Mendoza reported ... The report was received and filed

K. BOARD MEMBER ITEMS:

Director DeMarco opined regarding the audit report and noted that since the District planned to pay down the bond early it needed to be careful about depleting its cash reserves. He recommended timing cash expenditures and capital projects with property tax payments. He encouraged Girl Scout Troop 675 to move forward with its recycling project in Rossmoor. Director DeMarco remarked that the Street Sweeping Solutions Stakeholders Meeting was outstanding. He was pleased with the attendance and everyone's focus on solutions. According to the Attendee Poll most people were in favor of the District's proposed alternative street sweeping schedule. Director DeMarco directed staff to publicize the poll results to those who could not attend and provide them with an opportunity to participate in the decision as well. That would allow more data to be collected and presented to the County. Director Nitikman opined that the goal should be at least 300 responses. Director DeMarco agreed and inquired about next steps.

The General Manager stated that he planned to schedule another Traffic/Safety Ad Hoc Committee Meeting and bring a report back to the Board.

Director DeMarco thanked the Los Alamitos Joint Forces Training Base for their attendance and presentation this evening and thanked President Casey for inquiring about the JFTB process for emergency services.

Director Nitikman thanked Director DeMarco and the RCSD staff for organizing the Street Sweeping Stakeholder Meeting. He stated that by all accounts the meeting was very successful and he had received a lot of positive feedback from residents who felt like the District had taken the time to listen to their concerns.

President Casey praised the General Manager for helping to coordinate the organization of the First Annual Heroes Luncheon at the Rush Park Auditorium in Rossmoor in order to honor local military and law enforcement heroes. He stated the luncheon was a huge success followed by a ribbon cutting ceremony acknowledging the RCSD's membership in the Los Alamitos Chamber of Commerce. He also thanked Director DeMarco and Joe Mendoza for their leadership at the Street Sweeping Stakeholders Meeting. He had received a lot of positive feedback about the event which garnered many comments from the public. He praised the County of Orange for its steady progress on the Rossmoor street repaving project and expressed his appreciation for the smooth roads as compared to surrounding areas.

L. CLOSED SESSION—None

M. ADJOURNMENT:

Motion by Director DeMarco seconded by Director Nitikman, to adjourn the regular meeting at 8:52 p.m. Motion passed 3-0.

SUBMITTED BY:

Joe Mendoza
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Kathy Bell
Subject: REVENUE & EXPENDITURE REPORT – SEPTEMBER 2019

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for September 2019.

BACKGROUND:

The Revenue & Expenditure Report is submitted on a monthly basis as an indication of the District's unaudited year-to-date revenues and expenses. Where appropriate, footnotes provide information which explains current anomalies.

ATTACHMENTS:

1. Revenue & Expenditure Report for the month of September 2019.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 September 2019 @ 25%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	1,010,370.00	1,010,370.00	19,931.91	18,675.60	990,438.09	2.0
STREET LIGHT ASSESSMENTS	356,040.00	356,040.00	6,942.72	6,505.12	349,097.28	1.9
USE OF MONEY AND PROPERTY	24,000.00	24,000.00	-1,010.87	0.00	25,010.87	-4.2
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	0.00	0.00	65,400.00	0.0
FEES AND SERVICES	181,000.00	181,000.00	48,140.25	18,715.25	132,859.75	26.6
OTHER REVENUE	22,000.00	22,000.00	174.97	174.97	21,825.03	0.8
Total Revenues	1,658,810.00	1,658,810.00	74,178.98	44,070.94	1,584,631.02	4.5
Expenditures						
TRANSFER OUT - CIP FUND 40	150,000.00	150,000.00	0.00	0.00	0.00	0.0
ADMINISTRATION 1, 2,	816,940.00	816,940.00	190,926.10	76,692.60	626,013.90	23.4
RECREATION	45,000.00	45,000.00	11,083.34	750.00	33,916.66	24.6
ROSSMOOR PARK	103,290.00	103,290.00	34,365.49	16,373.55	68,924.51	33.3
MONTECITO CENTER	26,098.00	26,098.00	2,455.70	1,112.23	23,642.30	9.4
RUSH PARK	140,900.00	140,900.00	39,414.46	18,596.12	101,485.54	28.0
STREET LIGHTING 2	103,000.00	103,000.00	37,639.69	7,802.63	65,360.31	36.5
ROSSMOOR WALL	4,400.00	4,400.00	2,200.00	0.00	2,200.00	50.0
STREET SWEEPING	60,000.00	60,000.00	9,735.02	9,735.02	50,264.98	16.2
PARKWAY TREES	166,550.00	166,550.00	6,890.00	7,530.00	159,660.00	4.1
MINI-PARKS, MEDIANS & TRIANGLE	15,150.00	15,150.00	2,380.87	875.50	12,769.13	15.7
Total Expenditures	1,631,328.00	1,631,328.00	337,090.67	139,467.65	1,144,237.33	20.7

PLEASE NOTE: FY 2018/19 AUDITOR'S ADJUSTMENTS HAVE BEEN ENTERED
Audited Fund Balance at June 30, 2019: \$1,003,299

REVENUE REPORT
 SEPTEMBER 2019 @ 25%

Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	1,010,370.00	1,010,370.00	19,931.91	18,675.60	0.00	990,438.09	2.0
ASSESSMENTS	356,040.00	356,040.00	6,942.72	6,505.12	0.00	349,097.28	1.9
USE OF MONEY AND PROPERTY	24,000.00	24,000.00	-1,010.87	0.00	0.00	25,010.87	-4.2
OTHER GOVERNMENT AGENCIES	65,400.00	65,400.00	0.00	0.00	0.00	65,400.00	0.0
FEES AND SERVICES	181,000.00	181,000.00	48,140.25	18,715.25	0.00	132,859.75	26.6
OTHER REVENUE	22,000.00	22,000.00	174.97	174.97	0.00	21,825.03	0.8
Dept: 00	1,658,810.00	1,658,810.00	74,178.98	44,070.94	0.00	1,584,631.02	4.5
Revenues	1,658,810.00	1,658,810.00	74,178.98	44,070.94	0.00	1,584,631.02	4.5
Grand Total Net Effect:	1,658,810.00	1,658,810.00	74,178.98	44,070.94	0.00	1,584,631.02	

EXPENDITURE REPORT
 SEPTEMBER 2019 @ 25%

Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 00							
OPERATIONS AND MAINTENANCE	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 00	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	649,100.00	649,100.00	158,237.60	54,111.46	0.00	490,862.40	24.4
OPERATIONS AND MAINTENANCE	103,440.00	103,440.00	16,806.91	9,020.46	0.00	86,633.09	16.2
CONTRACT SERVICES	62,400.00	62,400.00	15,315.19	13,560.68	0.00	47,084.81	24.5
CAPITAL EXPENDITURES	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
ADMINISTRATION	816,940.00	816,940.00	190,926.10	76,692.60	0.00	626,013.90	23.4
Dept: 20 RECREATION							
OPERATIONS AND MAINTENANCE	44,750.00	44,750.00	11,083.34	750.00	0.00	33,666.66	24.8
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION	45,000.00	45,000.00	11,083.34	750.00	0.00	33,916.66	24.6
Dept: 30 ROSSMOOR PARK							
OPERATIONS AND MAINTENANCE	73,290.00	73,290.00	26,509.84	13,755.00	0.00	46,780.16	36.2
CONTRACT SERVICES	30,000.00	30,000.00	7,855.65	2,618.55	0.00	22,144.35	26.2
ROSSMOOR PARK	103,290.00	103,290.00	34,365.49	16,373.55	0.00	68,924.51	33.3
Dept: 40 MONTECITO CENTER							
OPERATIONS AND MAINTENANCE	22,098.00	22,098.00	1,582.85	821.28	0.00	20,515.15	7.2
CONTRACT SERVICES	3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER	26,098.00	26,098.00	2,455.70	1,112.23	0.00	23,642.30	9.4
Dept: 50 RUSH PARK							
OPERATIONS AND MAINTENANCE	110,900.00	110,900.00	31,013.59	15,977.57	0.00	79,886.41	28.0
CONTRACT SERVICES	30,000.00	30,000.00	8,400.87	2,618.55	0.00	21,599.13	28.0
RUSH PARK	140,900.00	140,900.00	39,414.46	18,596.12	0.00	101,485.54	28.0
Dept: 60 STREET LIGHTING							
CONTRACT SERVICES	103,000.00	103,000.00	37,639.69	7,802.63	0.00	65,360.31	36.5
STREET LIGHTING	103,000.00	103,000.00	37,639.69	7,802.63	0.00	65,360.31	36.5
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	4,400.00	4,400.00	2,200.00	0.00	0.00	2,200.00	50.0
ROSSMOOR WALL	4,400.00	4,400.00	2,200.00	0.00	0.00	2,200.00	50.0

EXPENDITURE REPORT
 SEPTEMBER 2019 @ 25%

Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 70 STREET SWEEPING							
CONTRACT SERVICES	60,000.00	60,000.00	9,735.02	9,735.02	0.00	50,264.98	16.2
STREET SWEEPING	60,000.00	60,000.00	9,735.02	9,735.02	0.00	50,264.98	16.2
Dept: 80 PARKWAY TREES							
OPERATIONS AND MAINTENANCE	1,550.00	1,550.00	0.00	0.00	0.00	1,550.00	0.0
CONTRACT SERVICES	120,000.00	120,000.00	10,860.00	10,860.00	0.00	109,140.00	9.1
CAPITAL EXPENDITURES	45,000.00	45,000.00	-3,970.00	-3,330.00	0.00	48,970.00	-8.8
PARKWAY TREES	166,550.00	166,550.00	6,890.00	7,530.00	0.00	159,660.00	4.1
Dept: 90 MINI-PARKS AND MEDIANS							
OPERATIONS AND MAINTENANCE	11,550.00	11,550.00	1,508.02	584.55	0.00	10,041.98	13.1
CONTRACT SERVICES	3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,150.00	15,150.00	2,380.87	875.50	0.00	12,769.13	15.7
Expenditures	1,631,328.00	1,631,328.00	337,090.67	139,467.65	0.00	1,294,237.33	20.7
Grand Total Net Effect:	-1,631,328.00	-1,631,328.00	-337,090.67	-139,467.65	0.00	-1,294,237.33	

REVENUE/EXPENDITURE REPORT
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Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019		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	936,675.00	936,675.00	0.00	0.00	0.00	936,675.00	0.0
3001	Current unsecured prop tax	28,000.00	28,000.00	16,338.95	16,338.95	0.00	11,661.05	58.4
3002	Prior secured property taxes	6,500.00	6,500.00	2,547.35	1,746.16	0.00	3,952.65	39.2
3003	Prior unsecured prop taxes	395.00	395.00	0.00	0.00	0.00	395.00	0.0
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	1,045.61	590.49	0.00	22,954.39	4.4
3020	Public utility tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
PROPERTY TAXES		1,010,370.00	1,010,370.00	19,931.91	18,675.60	0.00	990,438.09	2.0
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	356,040.00	356,040.00	6,942.72	6,505.12	0.00	349,097.28	1.9
ASSESSMENTS		356,040.00	356,040.00	6,942.72	6,505.12	0.00	349,097.28	1.9
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	24,000.00	24,000.00	-1,010.87	0.00	0.00	25,010.87	-4.2
USE OF MONEY AND PROPERTY		24,000.00	24,000.00	-1,010.87	0.00	0.00	25,010.87	-4.2
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.0
3305	County street sweep reimburse	60,000.00	60,000.00	0.00	0.00	0.00	60,000.00	0.0
OTHER GOVERNMENT AGENCIES		65,400.00	65,400.00	0.00	0.00	0.00	65,400.00	0.0
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	25,000.00	25,000.00	9,384.75	2,039.25	0.00	15,615.25	37.5
3405	Wall Rental	500.00	500.00	100.00	0.00	0.00	400.00	20.0
3406	Ball field reservations	25,000.00	25,000.00	8,107.50	2,279.50	0.00	16,892.50	32.4
3410	Rossmoor building rental	18,500.00	18,500.00	4,112.00	3,667.50	0.00	14,388.00	22.2
3412	Montecito building rental	27,000.00	27,000.00	4,532.00	2,366.00	0.00	22,468.00	16.8
3414	Rush Park Building Rental	85,000.00	85,000.00	21,904.00	8,363.00	0.00	63,096.00	25.8
FEES AND SERVICES		181,000.00	181,000.00	48,140.25	18,715.25	0.00	132,859.75	26.6
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	2,000.00	2,000.00	174.97	174.97	0.00	1,825.03	8.7
3600	TRANSFER IN/OUT OTHER FUNDS	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE		22,000.00	22,000.00	174.97	174.97	0.00	21,825.03	0.8
Dept: 00		1,658,810.00	1,658,810.00	74,178.98	44,070.94	0.00	1,584,631.02	4.5
Revenues								
		1,658,810.00	1,658,810.00	74,178.98	44,070.94	0.00	1,584,631.02	4.5
Expenditures								
Dept: 00								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
9997	Transfer Out	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
OPERATIONS AND MAINTENANCE		150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 00		150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	8,000.00	8,000.00	2,100.00	700.00	0.00	5,900.00	26.3
4002	Salaries - Part-time	6,000.00	6,000.00	2,647.50	1,230.00	0.00	3,352.50	44.1
4003	Salaries - Overtime	10,000.00	10,000.00	1,799.57	0.00	0.00	8,200.43	18.0
4006	SALARY - ADMINISTRATION	217,400.00	217,400.00	51,320.70	16,835.65	0.00	166,079.30	23.6
4007	Vehicle Allowance	1,500.00	1,500.00	94.38	0.00	0.00	1,405.62	6.3
4008	SALARY - RECREATION	129,600.00	129,600.00	36,197.28	12,125.30	0.00	93,402.72	27.9
4009	SALARY - PARK/TREE MAINTENANCE	132,000.00	132,000.00	34,191.84	10,747.95	0.00	97,808.16	25.9
4010	Workers Compensation Insurance	28,000.00	28,000.00	4,405.74	1,468.58	0.00	23,594.26	15.7

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Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019	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	79,000.00	79,000.00	15,576.68	7,788.34	0.00	63,423.32	19.7
4015 Federal Payroll Tax -FICA	37,600.00	37,600.00	9,903.91	3,215.64	0.00	27,696.09	26.3
SALARIES AND BENEFITS	649,100.00	649,100.00	158,237.60	54,111.46	0.00	490,862.40	24.4
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	24,165.00	24,165.00	0.00	0.00	0.00	24,165.00	0.0
5004 Memberships and Dues	7,200.00	7,200.00	2,253.13	253.13	0.00	4,946.87	31.3
5006 Travel & Meetings	1,550.00	1,550.00	600.91	550.00	0.00	949.09	38.8
5007 Televised Meeting Costs	17,860.00	17,860.00	4,462.80	2,975.20	0.00	13,397.20	25.0
5010 Publications & Legal Notices	6,500.00	6,500.00	1,084.40	0.00	0.00	5,415.60	16.7
5012 Printing	2,000.00	2,000.00	75.00	75.00	0.00	1,925.00	3.8
5014 Postage	3,000.00	3,000.00	1,084.80	8.60	0.00	1,915.20	36.2
5016 Office Supplies	9,000.00	9,000.00	1,614.63	1,185.90	0.00	7,385.37	17.9
5020 Telephone	14,365.00	14,365.00	2,540.59	1,412.33	0.00	11,824.41	17.7
5021 Computer Costs	5,000.00	5,000.00	624.95	282.50	0.00	4,375.05	12.5
5045 Miscellaneous Expenditures	10,000.00	10,000.00	1,500.26	1,910.85	0.00	8,499.74	15.0
5046 Bank Service Charge	2,800.00	2,800.00	965.44	366.95	0.00	1,834.56	34.5
OPERATIONS AND MAINTENANCE	103,440.00	103,440.00	16,806.91	9,020.46	0.00	86,633.09	16.2
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	34,000.00	34,000.00	9,200.00	9,200.00	0.00	24,800.00	27.1
5615 Financial Audit-Consulting	12,500.00	12,500.00	0.00	0.00	0.00	12,500.00	0.0
5670 Other Professional Services	15,900.00	15,900.00	6,115.19	4,360.68	0.00	9,784.81	38.5
CONTRACT SERVICES	62,400.00	62,400.00	15,315.19	13,560.68	0.00	47,084.81	24.5
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
CAPITAL EXPENDITURES	2,000.00	2,000.00	566.40	0.00	0.00	1,433.60	28.3
ADMINISTRATION	816,940.00	816,940.00	190,926.10	76,692.60	0.00	626,013.90	23.4
Dept: 20 RECREATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5017 Community Events	44,000.00	44,000.00	11,083.34	750.00	0.00	32,916.66	25.2
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
OPERATIONS AND MAINTENANCE	44,750.00	44,750.00	11,083.34	750.00	0.00	33,666.66	24.8
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RECREATION	45,000.00	45,000.00	11,083.34	750.00	0.00	33,916.66	24.6
Dept: 30 ROSSMOOR PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5018 Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022 Utilities	13,000.00	13,000.00	2,019.78	1,057.91	0.00	10,980.22	15.5
5023 Water	22,000.00	22,000.00	11,645.47	5,261.18	0.00	10,354.53	52.9
5025 SECURED PROP TAX	940.00	940.00	0.00	0.00	0.00	940.00	0.0
5030 Vehicle Maintenance	1,050.00	1,050.00	248.45	89.47	0.00	801.55	23.7
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	12,440.98	7,315.44	0.00	17,559.02	41.5
5034 Alarm Systems	850.00	850.00	155.16	31.00	0.00	694.84	18.3
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	73,290.00	73,290.00	26,509.84	13,755.00	0.00	46,780.16	36.2
Acct Class: 56 CONTRACT SERVICES							

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Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 30 ROSSMOOR PARK								
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	30,000.00	30,000.00	7,855.65	2,618.55	0.00	22,144.35	26.2
CONTRACT SERVICES		30,000.00	30,000.00	7,855.65	2,618.55	0.00	22,144.35	26.2
ROSSMOOR PARK		103,290.00	103,290.00	34,365.49	16,373.55	0.00	68,924.51	33.3
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5018	Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022	Utilities	2,000.00	2,000.00	407.57	291.88	0.00	1,592.43	20.4
5023	Water	2,250.00	2,250.00	254.72	254.72	0.00	1,995.28	11.3
5025	SECURED PROP TAX	798.00	798.00	0.00	0.00	0.00	798.00	0.0
5030	Vehicle Maintenance	1,050.00	1,050.00	248.45	89.47	0.00	801.55	23.7
5032	Building & Grounds-Maintenance	10,000.00	10,000.00	659.34	185.21	0.00	9,340.66	6.6
5034	Alarm Systems	500.00	500.00	12.77	0.00	0.00	487.23	2.6
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		22,098.00	22,098.00	1,582.85	821.28	0.00	20,515.15	7.2
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
CONTRACT SERVICES		3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER		26,098.00	26,098.00	2,455.70	1,112.23	0.00	23,642.30	9.4
Dept: 50 RUSH PARK								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5018	Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022	Utilities	23,000.00	23,000.00	4,741.52	1,034.23	0.00	18,258.48	20.6
5023	Water	39,000.00	39,000.00	11,524.03	6,635.67	0.00	27,475.97	29.5
5025	SECURED PROP TAX	4,050.00	4,050.00	0.00	0.00	0.00	4,050.00	0.0
5030	Vehicle Maintenance	1,050.00	1,050.00	248.45	89.47	0.00	801.55	23.7
5032	Building & Grounds-Maintenance	38,000.00	38,000.00	14,372.81	8,218.20	0.00	23,627.19	37.8
5034	Alarm Systems	550.00	550.00	126.78	0.00	0.00	423.22	23.1
5045	Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	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		110,900.00	110,900.00	31,013.59	15,977.57	0.00	79,886.41	28.0
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	30,000.00	30,000.00	8,400.87	2,618.55	0.00	21,599.13	28.0
CONTRACT SERVICES		30,000.00	30,000.00	8,400.87	2,618.55	0.00	21,599.13	28.0
RUSH PARK		140,900.00	140,900.00	39,414.46	18,596.12	0.00	101,485.54	28.0
Dept: 60 STREET LIGHTING								
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	103,000.00	103,000.00	37,639.69	7,802.63	0.00	65,360.31	36.5
CONTRACT SERVICES		103,000.00	103,000.00	37,639.69	7,802.63	0.00	65,360.31	36.5
STREET LIGHTING		103,000.00	103,000.00	37,639.69	7,802.63	0.00	65,360.31	36.5
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								

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For the Period: 7/1/2019 to 9/30/2019	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 65 ROSSMOOR WALL							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	2,400.00	2,400.00	2,200.00	0.00	0.00	200.00	91.7
5032 Building & Grounds-Maintenance	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
OPERATIONS AND MAINTENANCE	4,400.00	4,400.00	2,200.00	0.00	0.00	2,200.00	50.0
ROSSMOOR WALL	4,400.00	4,400.00	2,200.00	0.00	0.00	2,200.00	50.0
Dept: 70 STREET SWEEPING							
Acct Class: 56 CONTRACT SERVICES							
5642 Street Sweeping	60,000.00	60,000.00	9,735.02	9,735.02	0.00	50,264.98	16.2
CONTRACT SERVICES	60,000.00	60,000.00	9,735.02	9,735.02	0.00	50,264.98	16.2
STREET SWEEPING	60,000.00	60,000.00	9,735.02	9,735.02	0.00	50,264.98	16.2
Dept: 80 PARKWAY TREES							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5017 Community Events	1,500.00	1,500.00	0.00	0.00	0.00	1,500.00	0.0
5051 Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
OPERATIONS AND MAINTENANCE	1,550.00	1,550.00	0.00	0.00	0.00	1,550.00	0.0
Acct Class: 56 CONTRACT SERVICES							
5656 Tree Trimming	111,000.00	111,000.00	10,860.00	10,860.00	0.00	100,140.00	9.8
5660 TREE REMOVAL	9,000.00	9,000.00	0.00	0.00	0.00	9,000.00	0.0
CONTRACT SERVICES	120,000.00	120,000.00	10,860.00	10,860.00	0.00	109,140.00	9.1
Acct Class: 60 CAPITAL EXPENDITURES							
6015 Trees	45,000.00	45,000.00	-3,970.00	-3,330.00	0.00	48,970.00	-8.8
CAPITAL EXPENDITURES	45,000.00	45,000.00	-3,970.00	-3,330.00	0.00	48,970.00	-8.8
PARKWAY TREES	166,550.00	166,550.00	6,890.00	7,530.00	0.00	159,660.00	4.1
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5022 Utilities	1,150.00	1,150.00	138.64	44.22	0.00	1,011.36	12.1
5023 Water	7,600.00	7,600.00	1,204.08	496.21	0.00	6,395.92	15.8
5032 Building & Grounds-Maintenance	2,500.00	2,500.00	165.30	44.12	0.00	2,334.70	6.6
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	11,550.00	11,550.00	1,508.02	584.55	0.00	10,041.98	13.1
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
CONTRACT SERVICES	3,500.00	3,500.00	872.85	290.95	0.00	2,627.15	24.9
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	15,150.00	15,150.00	2,380.87	875.50	0.00	12,769.13	15.7
Expenditures	1,631,328.00	1,631,328.00	337,090.67	139,467.65	0.00	1,294,237.33	20.7
Net Effect for GENERAL FUND	27,482.00	27,482.00	-262,911.69	-95,396.71	0.00	290,393.69	-956.7
Change in Fund Balance:			-287,399.08				

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Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	2,932.05	0.00	0.00	377,067.95	0.8
3101 Property assessments-prior yr	1,000.00	1,000.00	576.82	395.19	0.00	423.18	57.7
ASSESSMENTS	381,000.00	381,000.00	3,508.87	395.19	0.00	377,491.13	0.9
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	2,500.00	2,500.00	3,308.20	0.00	0.00	-808.20	132.3
USE OF MONEY AND PROPERTY	2,500.00	2,500.00	3,308.20	0.00	0.00	-808.20	132.3
Dept: 00	383,500.00	383,500.00	6,817.07	395.19	0.00	376,682.93	1.8
Revenues	383,500.00	383,500.00	6,817.07	395.19	0.00	376,682.93	1.8
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	3,323.50	3,323.50	0.00	0.50	100.0
CONTRACT SERVICES	23,324.00	23,324.00	3,323.50	3,323.50	0.00	20,000.50	14.2
Acct Class: 58 DEBT SERVICE							
5800 Principal	315,000.00	315,000.00	315,000.00	0.00	0.00	0.00	100.0
5801 Interest	37,355.00	37,355.00	23,560.00	0.00	0.00	13,795.00	63.1
DEBT SERVICE	352,355.00	352,355.00	338,560.00	0.00	0.00	13,795.00	96.1
RUSH PARK	375,679.00	375,679.00	341,883.50	3,323.50	0.00	33,795.50	91.0
Expenditures	375,679.00	375,679.00	341,883.50	3,323.50	0.00	33,795.50	91.0
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	7,821.00	7,821.00	-335,066.43	-2,928.31	0.00	342,887.43	-4,284.2
Change in Fund Balance:			-335,066.43				

REVENUE/EXPENDITURE REPORT
 SEPTEMBER 2019 @ 25%

Rossmoor Community

For the Period: 7/1/2019 to 9/30/2019		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	8,758.00	8,758.00	0.00	0.00	0.00	8,758.00	0.0
PROPERTY TAXES		8,758.00	8,758.00	0.00	0.00	0.00	8,758.00	0.0
Acct Class: 35 OTHER REVENUE								
3600	TRANSFER IN/OUT OTHER FUNDS	150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
OTHER REVENUE		150,000.00	150,000.00	0.00	0.00	0.00	150,000.00	0.0
Dept: 00		158,758.00	158,758.00	0.00	0.00	0.00	158,758.00	0.0
Revenues		158,758.00	158,758.00	0.00	0.00	0.00	158,758.00	0.0
Expenditures								
Dept: 30 ROSSMOOR PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	48,100.00	48,100.00	0.00	0.00	0.00	48,100.00	0.0
CAPITAL EXPENDITURES		48,100.00	48,100.00	0.00	0.00	0.00	48,100.00	0.0
ROSSMOOR PARK		48,100.00	48,100.00	0.00	0.00	0.00	48,100.00	0.0
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	86,420.00	86,420.00	0.00	0.00	0.00	86,420.00	0.0
CAPITAL EXPENDITURES		86,420.00	86,420.00	0.00	0.00	0.00	86,420.00	0.0
RUSH PARK		86,420.00	86,420.00	0.00	0.00	0.00	86,420.00	0.0
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	11,500.00	11,500.00	1,721.05	1,155.89	0.00	9,778.95	15.0
OPERATIONS AND MAINTENANCE		11,500.00	11,500.00	1,721.05	1,155.89	0.00	9,778.95	15.0
CAPITAL PROJECTS		11,500.00	11,500.00	1,721.05	1,155.89	0.00	9,778.95	15.0
Expenditures		146,020.00	146,020.00	1,721.05	1,155.89	0.00	144,298.95	1.2
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		12,738.00	12,738.00	-1,721.05	-1,155.89	0.00	14,459.05	-13.5
Change in Fund Balance:				-1,721.05				
Grand Total Net Effect:		48,041.00	48,041.00	-599,699.17	-99,480.91	0.00	647,740.17	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: LONG TERM/NON-PROFIT USER PERMIT RENEWALS FOR
USE OF DISTRICT PROPERTY

RECOMMENDATION:

Receive report.

BACKGROUND:

Policy No. 6020 District Parks and Facilities – Long Term Use requires that the General Manager inform the Board of annual renewals of long-term User Permits. Attached is a list of pending renewals for the month of January 2020. Each applicant is considered worthy of the granting a renewed User Permit.

ATTACHMENTS:

1. List of Pending Long Term User Permit Renewals for the Month of January 2020.
2. Policy No. 6020 District Parks and Facilities – Long Term Use.

LIST OF PENDING LONG TERM/NON-PROFIT USER PERMIT RENEWALS FOR 2020

1. CALVARY CHAPEL – January to December

- Wednesdays 6pm to 9pm – Auditorium Only
- Saturdays 8am to 10am – West Room Only
- Sundays 7am to 12pm – Auditorium, East & West Room

(They have rented our facility since 2000, bringing in revenue of approximately \$28,000.00 per year – attendance approximately 250 per week)

2. GOND CHURCH – January to December

- Sundays 12pm to 4pm – Auditorium, East & West Room

(They have rented our facility since 2013, bringing in revenue of approximately \$13,000.00 per year – attendance approximately 175 per week)

3. AL-ANON – January to December – East Room Only

- Mondays – 6pm to 7pm
- Tuesdays – 5:30pm to 6:30pm, 7pm to 8pm
- Wednesdays – 10am to 11am
- Thursdays – 12pm to 2pm
- Fridays – 12pm to 1pm

(They have rented our facility since 2010, bringing in revenue of approximately \$3,000.00 per year – attendance approximately 100 per week)

4. MONTECITO CENTER – Insight LA – Mindful Meditation –

- 2nd and 4th Saturdays of every month 9:30 to 12:30

(They have rented our facility since 2017, bringing in revenue of approximately \$2,000.00 per year – attendance approximately 25 per week)

Rossmoor Community Services District

Policy

No. 6020

DISTRICT PARKS AND FACILITIES – LONG-TERM USE

6020.10 Long-Term Use Defined: Any person or group requesting recurring monthly or weekly use of District parks or facilities for any activity, event, meeting or gathering for a period of six (6) to twelve (12) months.

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

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

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

6020.50 Non-profit Use: Proof of non-profit tax status is required for applicants requesting long-term use on a non-profit fee basis.

Adopted: September 14, 1994
 Approved renumbering & format: October 8, 2002
 Reaffirmed: December 10, 2002
 Amended: July 13, 2004
 Amended: August 12, 2008
 Readopted by Ordinance 2014-01: January 14, 2014
 Amended: November 11, 2014
 Readopted by Ordinance 2014-06: November 11, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: November 12, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RESOLUTION NO. 19-11-12-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FORMALLY REQUESTING FAIR VOTING AND GEOGRAPHIC REPRESENTATION ON THE LOS ALAMITOS SCHOOL DISTRICT BOARD OF EDUCATION

RECOMMENDATION

Approve Resolution No. 19-11-12-01 formally requesting fair voting and geographic representation on the Los Alamitos Unified School District Board of Education (Attachment 1).

BACKGROUND

On Tuesday, August 27, 2019, the Los Alamitos Unified School District (LAUSD) announced in an email that the Board of Education had begun the process of changing the current at-large voting system to a voting system based on five trustee areas. This means that instead of voting for all five members of the school board at large, a voter will select one trustee to represent their area of the school district. The change in the election system will have no effect on school attendance boundaries. The Los Alamitos Board of Education further announced that it would hold public hearings to solicit input on how the School District should be divided into trustee areas.

As the local government agency, the Rossmoor Community Services District (RCSD) has a critical interest in the governance of the school system and expects the school board to represent the RCSD constituents fairly. The Board of Directors of the Rossmoor Community Services District is requesting that the Los Alamitos Unified School District ensure that any plan to assign board seats according to geographic region would provide Rossmoor with a minimum of one trustee district fully within RCSD boundaries.

To solicit feedback from the community on a number of draft maps, the School District held a series of outreach meetings, one of which was held Monday, November 4, 2019 at 6:30 p.m. at Rush Park in Rossmoor. In addition, the Board of Education will hold formal public hearings on November 12, 2019 and December 10, 2019 to receive comment on the maps for consideration before adopting a final trustee area map in January 2020.

ATTACHMENTS:

1. Resolution No. 19-11-12-01

RESOLUTION NO. 19-11-12-01**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FORMALLY REQUESTING FAIR VOTING AND GEOGRAPHIC REPRESENTATION ON THE LOS ALAMITOS SCHOOL DISTRICT BOARD OF EDUCATION**

WHEREAS, Rossmoor Community Services District is a special district located in Orange County, California governed by an elected five-member board of directors. As a local form of government and an independent public agency, Rossmoor has defined boundaries and provides services and facilities to its residents, and;

WHEREAS, the Los Alamitos Unified School District (LAUSD) is a school district in Los Alamitos, California. The school district area includes Los Alamitos, Rossmoor, Seal Beach, and Surfside. It also includes portions of Cypress. The unincorporated community of Rossmoor has within its boundaries four elementary schools of the Los Alamitos Unified School District which comprise nearly half of the nine regular schools in the District. The population of Rossmoor represents 21% of the combined populations of Rossmoor, Seal Beach and Los Alamitos, and;

WHEREAS, On Tuesday, August 27, 2019 LAUSD announced that the Board of Education had begun the process of changing the current at-large voting system to a voting system based on five trustee areas, The Los Alamitos Board of Education further announced that it will hold public hearings to solicit input on how the District should be divided into trustee areas. As the local government agency, Rossmoor Community Services District has a critical interest in the governance of the school system and expects the school board to fairly represent its constituents, and;

WHEREAS, Rossmoor parents have provided volunteer support for the Los Alamitos Unified School District for more than half a century. Each school day, Rossmoor experiences heavy school traffic and overflow parking on its residential streets, and;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Rossmoor Community Services District of Orange County, California, at its regular meeting of November 12, 2019 that the Los Alamitos Unified School District be called upon to insure that any plan to assign board seats according to geographic region should provide Rossmoor with a minimum of one district fully within its boundaries.

AYES: Jeffrey Barke, Ron Casey, Tony DeMarco, Mark Nitikman, Michael Maynard

NOES:

ABSENT:

ABSTAIN:

PASSED, SIGNED, AND ADOPTED this 12th day of November 2019.

By: _____
Ron Casey, President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: November 12, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Initiated by Chris Argueta

Subject: ROSSMOOR HOLIDAY LIGHTS BICYCLE TOUR UPDATE

RECOMMENDATION

Discuss the proposed Rossmoor Holiday Lights Bicycle Tour event and direct staff accordingly.

BACKGROUND:

At the October 8, 2019 Rossmoor Community Services District regular meeting, the Board requested that this item be tabled until the November 12, 2019 regular board meeting and that a security plan be presented, as well as information regarding liability insurance.

The Rossmoor Holiday Lights Bicycle Tour started in 2015 when a few Rossmoor residents, along with a group of their friends and family, gathered at Rush Park on the Saturday evening before Christmas. The evening included a pre-decorating session for bikes, safety checks were conducted, and the evening ended with a hot chocolate gathering at the end of the bicycle tour. The first year, there were approximately 100 participants. They used the Rossmoor Homeowners Association (RHA) Christmas Lights Celebration Map, identifying all the key decorated homes in Rossmoor.

Subsequently, the event has increased in popularity each year, and there has been an increase in participation. In 2018, an estimated 350 participants of all ages gathered for the third annual Holiday Lights Bicycle Tour. While it is not an official Rossmoor event that is sanctioned by the RCSD, an informal group of interested bike enthusiasts continue to coordinate and promote the event.

SUMMARY

Because RCSD staff learned that the event was again being planned for 2019 and would originate from Rush Park, General Manager Joe Mendoza had

discussion with event organizers, the Rossmoor Homeowners Association, and Lt. Patrick Rich with Orange County Sheriff's Department, to determine how to ensure a safe event with appropriate safeguards to minimize liability and protect participants. When the Board considered this item in October, their primary interest was to bring back a safety plan and for the group to obtain appropriate liability insurance that would name RCSD as additionally insured.

During this past month, the following transpired:

1. RCSD staff met with Orange County Sheriff's Department Lt. Pat Rich to discuss the Rossmoor Holiday Lights Bicycle Tour. Lt. Rich indicated that if RCSD approved and sanctioned the event, then he would prepare a safety plan for the event for the RCSD Board to review. In addition, the Orange County Sheriff's Department would provide officers at the event to help guide participants along the route, at no cost to the District.
2. RCSD staff attempted to secure liability insurance naming the RCSD as additionally insured through local non-profits (i.e. RHA and local bike clubs), however this proved to be too costly to the non-profits.
3. The Rossmoor Homeowners Association confirmed willingness to sponsor refreshments and bike decorations but indicated they would be unable to provide liability insurance to cover the bike tour.

As a result of the insurance cost, the bike tour organizers advised staff that they would redesign the event so that participants would not meet and depart from Rush Park. The event would be held on Saturday, December 21, 2019 in the evening, however, organizers would market the event as an unofficial ride. Participants would be provided a suggested route and encouraged to start at any point in Rossmoor that they desire and ride at their own pace and schedule.

Since the RCSD could not obtain the liability insurance from the organizers or through a non-profit on their behalf, the feasibility of the RCSD solely taking over the event may present too much risk to the District. Therefore, if continued, the event will be an unofficial bike tour of the Rossmoor holiday lights with no official involvement by the RCSD.

ATTACHMENTS - None