

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

December 8, 2015

BOARD OF DIRECTORS

TABLE OF CONTENTS



A	REGULAR MEETING AGENDA 12.08.15
B	A-4a.–Valleycrest Landscaping Re: Drought Measures Update
C	A-4b.—RHA President Mark Nitikman Re: Kempton Park Demo Project Update
D	E-1a.–Regular Board Meeting of November 10, 2015
E	E-2.–Revenue & Expenditure Report-October 2015
F	G-1.— Resolution No. 15-12-08-01 Re: Early Retirement of Rossmoor Wall Certificates of Part. 2016 Amendment No. 1 to Installment Sale Agrmt.
G	H-1.–Resident Request for Street Tree Trimming by Private Arborist
H	H-2.—County Registrar of Voters Request for Use of District Facilities as Polling Places—2016 Primary & General Elections
I	H-3.–Approval of RHA Landscape Demonstration Project at Kempton Mini-Park
J	<i>Immediately Following Adjournment of Regular Board Meeting</i> PIFC MEETING AGENDA 12.08.15
K	A-4a.–Minutes: Regular Board Meeting of January 14, 2014 <i>(Information Only)</i>
L	G-1.— Resolution No. 15-12-08-01 Re: Early Retirement of Rossmoor Wall Cert. of Part. 2016 Amendment No. 1 to Installment Sale Agrmt <i>(Info.Only)</i>
M	H-1.–Notice to the Corporation from the RCSD of its intent to Retire Outstanding Certificates of Participation, etc.
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AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, December 8, 2015

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 Burgess, Casey, DeMarco, Maynard
President Kahlert
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS
 - a. Mr. John Cox, ValleyCrest Landscape Co. re: Drought Measures Update.
 - b. Mr. Mark Nitikman, President Rossmoor Homeowners Association re: Update on Landscape Demonstration Project at Kempton Mini-Park.

B. ADDITIONS TO AGENDA – None

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD-None

E. CONSENT CALENDAR

1. MINUTES.

a. Regular Board Meeting of November 10, 2015.

2. OCTOBER REVENUE AND EXPENDITURE REPORT.

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

F. PUBLIC HEARING-None.

G. RESOLUTIONS

1. RESOLUTION NO. 15-12-08-01 EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF PARTICIPATION IN 2016 AMENDMENT NO.1 TO INSTALLMENT SALE AGREEMENT DATED AS OF MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER.

ORDINANCES-None

H. REGULAR CALENDAR

1. RESIDENT REQUEST FOR STREET TREE TRIMMING BY PRIVATE ARBORIST.

2. REQUEST FROM COUNTY REGISTRAR OF VOTERS FOR USE OF DISTRICT FACILITIES FOR POLLING PLACES FOR 2016 PRIMARY AND GENERAL ELECTIONS.

3. APPROVAL OF RHA LANDSCAPE DEMONSTRATION PROJECT AT KEMPTON MINI-PARK.

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. CLOSED SESSION-None

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 December 8, 2015, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JAMES D. RUTH
General Manager

Date December 2, 2015

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS FOR MEETING OF DECEMBER 8, 2015

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. Mr. John Cox, ValleyCrest Landscape Co. re: Drought Measures Update.
- b. Mr. Mark Nitikman, President Rossmoor Homeowners Association re: Update on Landscape Demonstration Project at Kempton Mini-Park.

ATTACHMENTS

1. Kempton Mini-Park Proposal Plan.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4 a.

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS FOR MEETING OF DECEMBER 8, 2015

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. Mr. John Cox, ValleyCrest Landscape Co. re: Drought Measures Update.

ATTACHMENTS: None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4 b.

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS FOR MEETING OF DECEMBER 8, 2015

RECOMMENDATION:

Receive presentations.

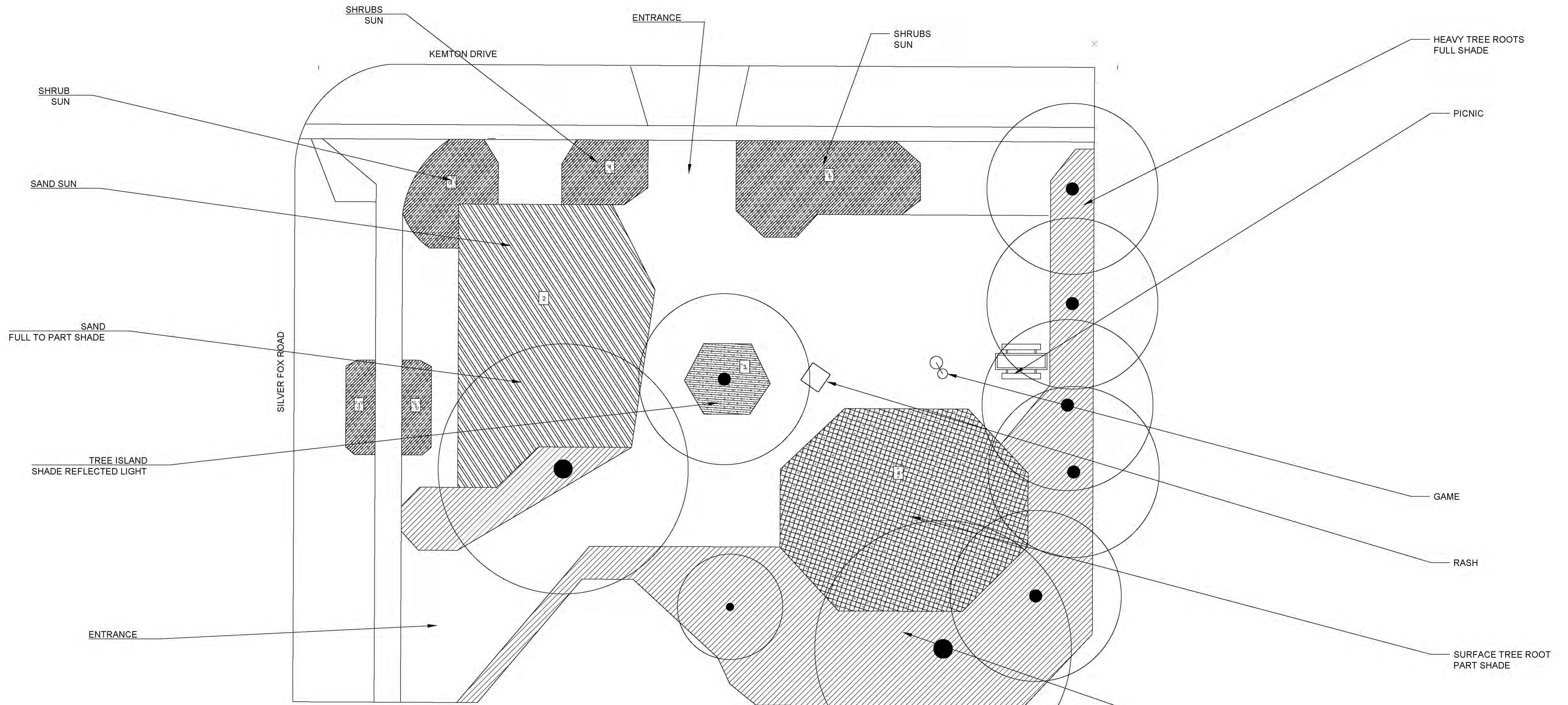
BACKGROUND:


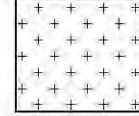


The report reflects the order of presentations for your Regular December Meeting of the Board.

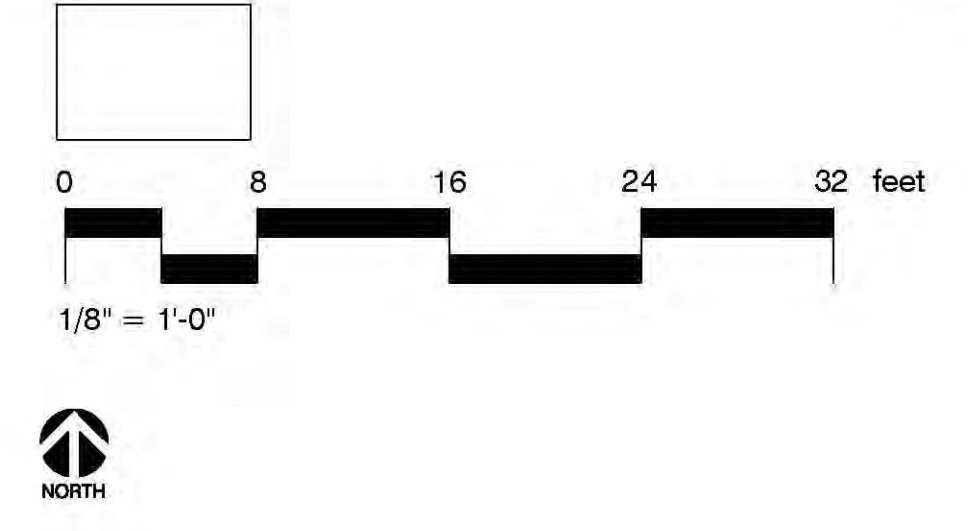
b. Mr. Mark Nitikman, President Rossmoor Homeowners Association re: Update on Landscape Demonstration Project at Kempton Mini-Park.

ATTACHMENTS

1. Kempton Mini-Park Proposal Plan.



-  TREE ROOT, HEAVY ROOTS AREA
-  LAWN
-  SAND
-  SHRUBS=PLANTS



Catherine Bosler
Landscape Designer

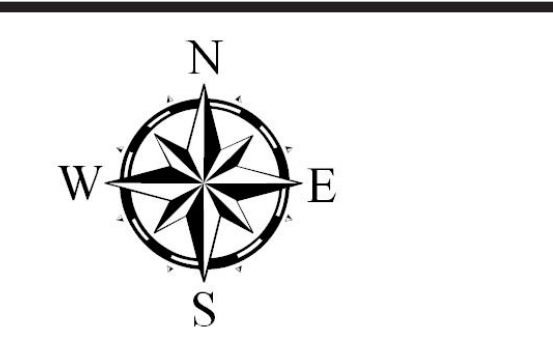
(323) 806 9923
boslerearthdesign@gmail.com
boslerearthdesign.com

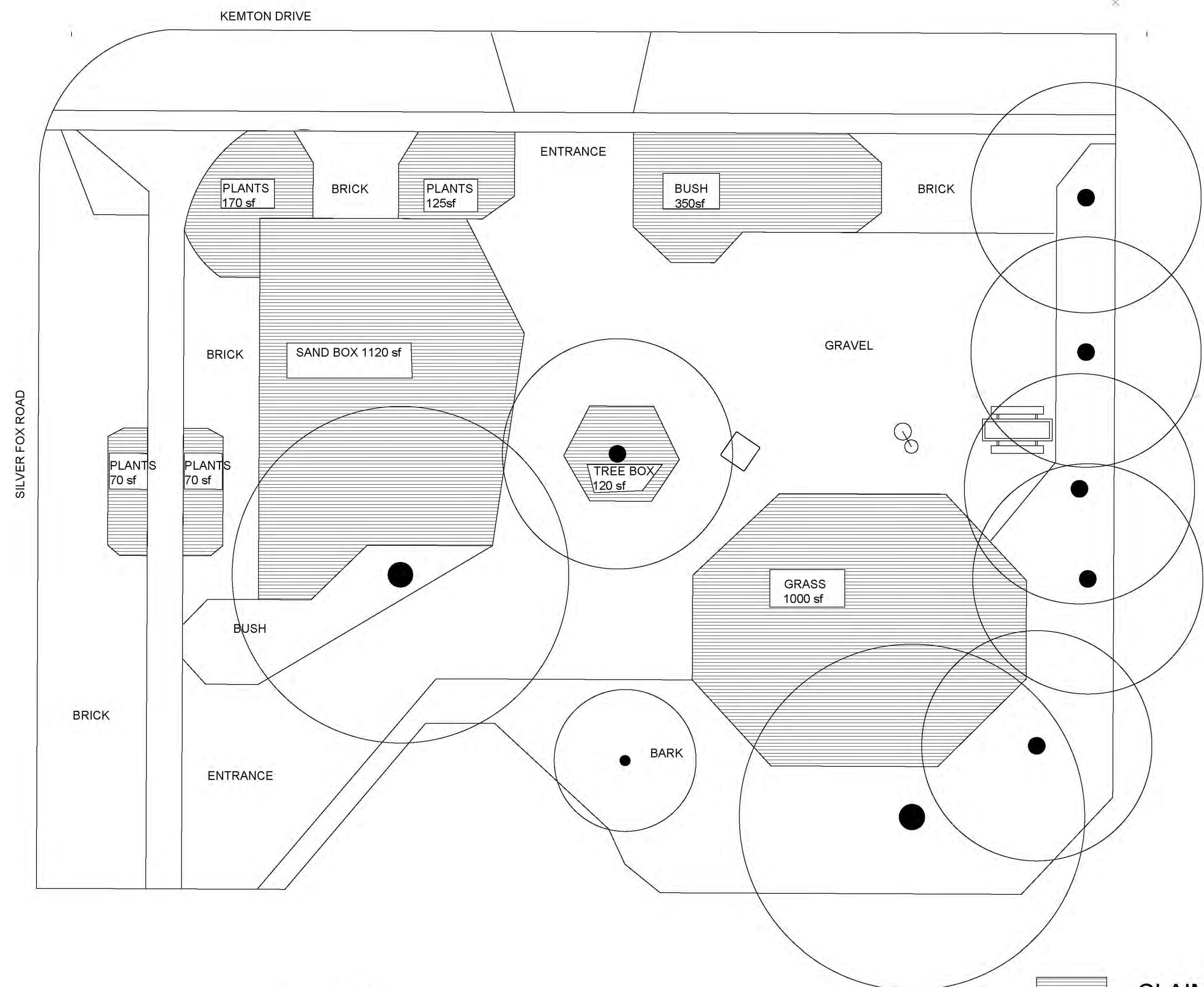
Catherine Bosler
boslerearthdesign@gmail.com
tel: 323 806 9923

Kempton Mini Park
3102 Kempton Drive
Rossmore, CA

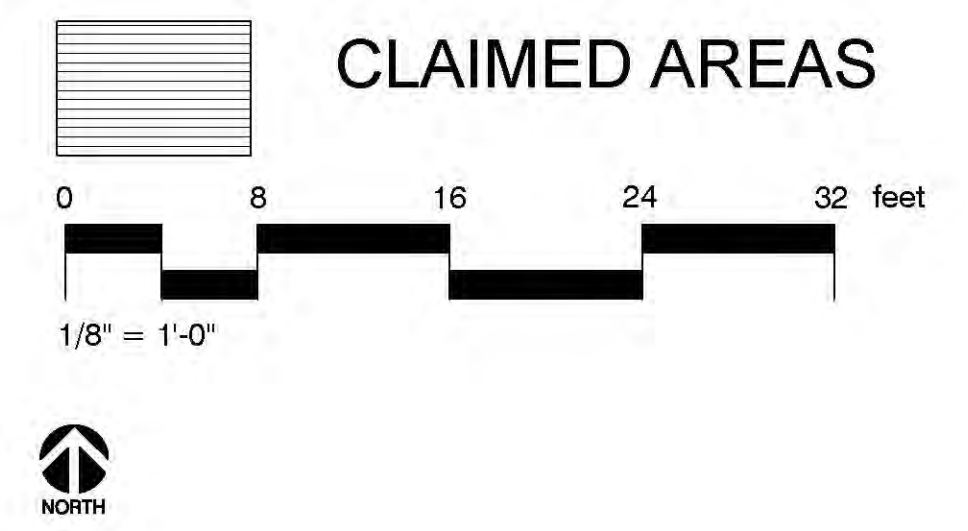
SITE ANALYSIS

Date: 11-22-2015
Scale 1/8" = 1'





claim areas description



Catherine Bosler
Landscape Designer

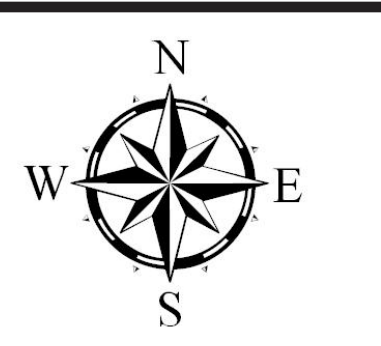
(323) 806 9923
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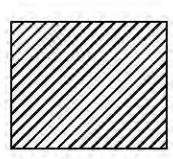
Kempton Mini Park
3102 Kempton Drive
Rossmoor, CA

PROPOSED DROUGHT TOLERANT AREAS

Date: 11-22-2015
Scale 1/8" = 1'

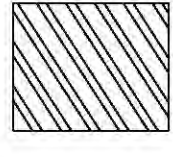


Goal: To Promote and Educate the Public about Drought Tolerant, Water Saving Landscape Alternatives



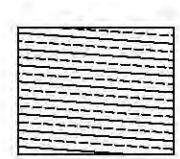
1-PARK ENTRANCE DROUGHT TOLERANT WELCOMING PARK IDENTITY

Mixing Australians, Mediterranean, Natives and Succulents. The public is educated on how to create an ultimate drought Tolerant garden that will perform nicely during the various seasons



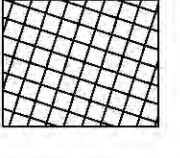
2 - CALIFORNIA NATIVE GARDEN

Within this Area the public is educated on California Native Plants. The public can witness the benefits of using California Native plants, and their effect on attracting butterflies, birds, humming birds and bees. They can observe the plants performances during the various seasons.



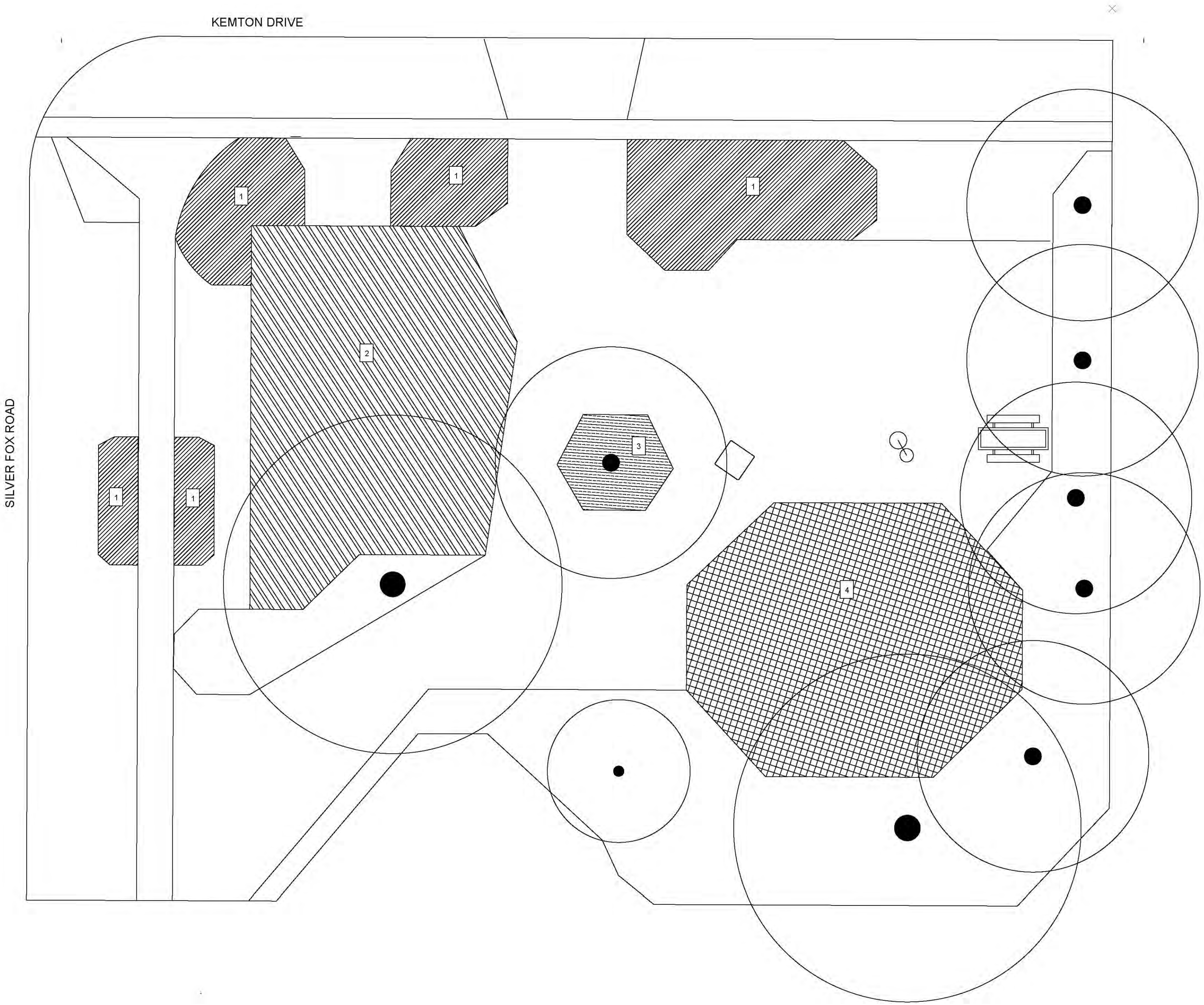
3 - PARKWAY DROUGHT TOLERANT SPACE

This is the opportunity to educate the public on parkway drought tolerant planting. Parkway are some times the trickier space to design as they usually present large tree and shade as for this space.



4 - SMALL SUCCULENTS AND GROUND COVER SPACE

Due to the constraints of this space, (mainly surface tree root as well as partial shade) , this space could be a beautifully artistically design succulents garden. With also a variety of path material that lead the viewer through the space.



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF NOVEMBER 10, 2015

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of November 10, 2015 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their November 10, 2015 Regular Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of November 10, 2015 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 10, 2015

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE

PRESIDENT KAHLERT MOVED ITEM H-2, D-1, AND G-1 AHEAD IN THE AGENDA AT THIS TIME

H-2 AMERICAN CANCER SOCIETY EVENT RUN FOR LIFE EVENT

The General Manager stated The American Cancer Society is requesting the use of Rush Park for a special event on June 18, 2016. Board approval for this event is required by Board Policy No. 6010.10 because the hours of the event (7:00 am to 10:00 pm) exceed the eight-hour limit for an outdoor event. He opined that it was a great event and a credit to Rossmoor. Staff has reviewed the User Permit application and finds that there are no activities which would pose a significant impact to the community. Staff recommended approving the special event as proposed.

Discussion ensued relative to the scope of the event. Motion by Director Maynard, seconded by Director DeMarco to accept the staff's recommendation to approve the American Cancer Society Run For Life Event at Rush Park. Motion passed 5-0.

D-1 DISCUSSION AND POSSIBLE ACTION RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL.

Recommendation to approve or disapprove the dispensing of alcohol (beer and wine) at the Rossmoor Winter Festival.

The General Manager reported that at the special meeting of October 26, 2015, the Board approved the Rossmoor Winter Festival and associated activities, one of which was a beer and wine garden to be organized and sponsored by the Seal Beach Lions Club, a local non-profit group. Agenda Item G-1 is a resolution required for dispensing of alcohol on District property.

The Seal Beach Lions Club will also be required to obtain approvals from the ABC and the O.C. Sheriff, but their request will not be reviewed without prior property (*District*) approval. Brief discussion ensued. President Kahlert stated that the Seal Beach Lions Club has extensive experience in managing these types of events. Director Casey requested assurance that the alcohol consumption would be contained within the boundary limits of the beer garden. Director DeMarco had questions relative to whether the fencing would be similar to those in the photos contained in the staff report. The General Manager stated that the area would be fenced off and security would be vigilant. The report was received and filed.

G-1 RESOLUTION NO. 11-10-15-01 RE: BOARD APPROVAL FOR THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL

Approve Resolution No.11-10-15-01 Authorizing the Dispensing of Alcohol (Beer & Wine) at the Rossmoor Winter Festival by reading the title only and waiving further reading as follows:.

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE DISPENSING OF ALCOHOL (BEER AND WINE) AT THE DECEMBER 11, 2015 ROSSMOOR WINTER FESTIVAL

Motion by Director Casey, seconded by Director Maynard to approve Resolution No. 15-11-10-01 Authorizing the Dispensing of Alcohol (Beer & Wine) at the Rossmoor Winter Festival. Motion passed 5-0.

4. PRESENTATIONS:

a. Orange County Sheriffs Department, Lt. Rob Gunzel Re: Quarterly Crime Statistics

Lt. Rob Gunzel reported the third quarter crime trends and statistics to the Board. He shared his observations and prevention tips relative to crimes of opportunity including vehicle and residential burglaries. There were several vehicle grand thefts of tailgates and SUV third row seats being stolen from trucks parked in driveways. He discussed the increasing problem of vacant houses being burglarized for large appliances. Realtors seemed to be aware that individuals were casing the homes during open houses. He encouraged residents to utilize the vacation check link on the District website to notify the Sheriffs Department when traveling out of town. Discussion ensued relative to recruiting local realtors to participate in the vacation check as well. Lt. Gunzel stated that many real estate agents were unwilling to draw attention to community crime as it could potentially have a negative effect on home sales. The report was received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Brad Hakala and Melissa Roudabush opined relative to sewer odors. Mr. Hakala stated that he appreciated General Manager Ruth's quick action in contacting the Orange County Sanitation District, who responded with a visit to the site, despite the fact that the odor was outside of their

jurisdiction. The OCSD informed the resident that the sewer smell originated from the Long Beach Water Reclamation Plant and they needed to follow up with that agency. Each expressed concerns related to the ongoing foul odors which often prevented them from enjoying their homes. They opined relative to possible health hazard risks and decreased property values.

President Kahlert thanked the residents for bringing the matter to their attention. He encouraged them to follow up with the General Manager.

D. REPORTS TO THE BOARD

2. DISCUSSION AND POSSIBLE ACTION RE: POSSIBLE EARLY RETIREMENT OF THE RUSH PARK WALL BOND

Recommendation to discuss and approve or disapprove the option of using Fund 30 Rossmoor Wall reserve fund for early retirement of debt.

The General Manager reported as discussed at the October 13 Board meeting, if the COP's are retired normally in 2017, there would be a remaining reserve balance of \$162,624 for future maintenance and repairs to the wall not covered by insurance. However, if the COP's are retired one year early it will save each Rossmoor homeowner \$24.00 per parcel but the reserved balance for repairs and maintenance will be reduced to a reserve balance of \$78,297. Any amount needed above one or the other amount would have to be allocated from the District operating budget or Fund 10 reserves.

Discussion ensued relative to the pros and cons of retiring the debt early, meeting the December 2, 2015 payment deadline, interest rates on the outstanding debt, savings to each taxpayer and public notification. Mark Nitikman stated that the Rossmoor Homeowners Association Board voted unanimously in favor of early retirement of the bond debt.

Motion and oral resolution by Director Maynard, seconded by Director DeMarco to take all necessary actions to retire the bond debt a year early and direct General Counsel to draft a written resolution to be placed on the December 2015 agenda as a consent calendar item for the Board's approval. Motion passed 4-1, with President Kahlert voting No.

E. CONSENT CALENDAR

Discussion ensued. Although the quarterly reports had previously been consolidated into the Quarterly status report at the request of the board and then separated again as per a subsequent request, the Board suggested relocating the quarterly reports to a place on the agenda other than the consent calendar in order to provide more opportunity for discussion.

Director Maynard requested that Items E-3 Quarterly Status Report and E-4 Quarterly Recreation Report be pulled from the agenda for discussion.

Director DeMarco requested that E-5 Quarterly Tree Report be pulled from the agenda for discussion.

General Counsel stated that it was mandatory that Director Burgess abstain from voting on Item E-1b. Special Meeting Minutes as he was not present at that meeting.

Motion by Director DeMarco, seconded by Director Casey to approve Consent Calendar Items E-1a. Regular Meeting Minutes of October 13, 2015, Item E-2 Revenue and Expenditure Report and Item E-6 Long Term Use Renewals as submitted. Director Burgess requested that Item E-2 Revenue and Expenditure Report be pulled from the agenda at this time.

Amended Motion by Director DeMarco, seconded by Director Maynard to approve Consent Calendar Items E-1a. Regular Meeting Minutes of October 13, 2015 and Item E-6 Long Term Use Renewals as submitted. Motion passed 5-0.

Motion by Director Maynard, seconded by Director DeMarco to approve Items E-1b. Special Meeting Minutes of October 26, 2015. Motion passed 4-0. Director Burgess mandatorily abstained.

1a. MINUTES REGULAR BOARD MEETING—October 13, 2015

1b. MINUTES SPECIAL BOARD MEETING—October 26, 2015

2. REVENUE AND EXPENDITURE REPORT—August 2015

Director Burgess remarked that he was happy that the District was staying on budget. He commented relative to the lack of water data for Rush and Rossmoor Park and added that he assumed that data would be included in a subsequent report. He also commented relative to his projections that the District would be \$100K cash positive with more money to spend on capital.

Motion by Director Casey, seconded by Director Burgess to approve Item E-2 Revenue and Expenditure Report. Motion passed 5-0.

3. QUARTERLY STATUS REPORT

The General Manager reported on the many District accomplishments toward its goals and objectives for the quarter. The report was received and filed.

Motion by Director Maynard, seconded by Director Casey to approve Items E-3 Quarterly Status Report as submitted. Motion passed 5-0.

4. QUARTERLY RECREATION REPORT

The General Manager reported on the quarterly recreation related news, events and programming. President Kahlert inquired as to where commercial park user fees were allocated in the budget. Accountant/Bookkeeper Kathy Bell replied that the commercial park use revenue was allocated to the General Fund, as was the case with facility usage. The report was received and filed.

Motion by Director Maynard, seconded by Director DeMarco to approve Items E-4 Quarterly Recreation Report as submitted. Motion passed 5-0.

5. QUARTERLY TREE REPORT

Director DeMarco reported relative to discussion at the last Tree Committee Meeting. He stated that residents needed more education regarding tree care. He expressed concern about the lack of understanding regarding the policies concerning parkway tree trimming and removal. In addition to the District's current educational brochures being disseminated through local realtors, the Tree Committee had proposed doing a tree related public service announcement at the beginning of each board meeting to further educate residents. Director DeMarco reported on the many benefits of having trees in the community, the loss of 46 White Alder trees due to disease, sapling watering strategies and the need to protect this valuable community asset. Director Casey had comments relative to the drought contributing to tree loss and the need to remind residents to water the trees. Director Maynard had questions relative to watering regulations and drought mandates. The General Manager said he would research the item and report his findings back to the Board.

Motion by Director DeMarco, seconded by Director Casey to approve Items E-5 Quarterly Tree Report as submitted. Motion passed 5-0.

6. QUARTERLY FACILITIES REPORT

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 15-11-10-01

This item was moved up in the agenda.

2. RESOLUTION NO. 15-11-10-02

Recommendation to approve Resolution No. 15-11-10-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SUPPORTING THE LITIGATION FILED BY THE CITIES OF SEAL BEACH AND LONG BEACH AND URGING THE ORANGE COUNTY TRANSPORTATION AUTHORITY TO CONDUCT AN ADEQUATE ENVIRONMENTAL REVIEW

Director Casey reported on the inadequacy of the current CEQA report and provided background relative to the current litigation. He opined that the resolution was a very worthwhile step in the right direction. Director Maynard asked General Counsel if supporting the litigation presented any legal risk to the District. General Counsel opined that there was no risk to the District. Motion by Director Casey, seconded by Director DeMarco to approve Resolution No. 15-11-10-02 by reading the title only and waiving further reading. Motion passed 5-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. VALLEYCREST CONTRACT.

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

The General Manager reported that he met with ValleyCrest and they have agreed to a first year bid price of \$73,632.00. Their staff provides adequate work hours for a level of service commensurate with Rossmoor's community standards. Valleycrest had done an excellent job, are very responsive and work well with staff. Their experience and list of clients is also impressive. He added that Valleycrest had not increased their rates in 8 years and the proposed 4% increase was reasonable. Discussion ensued relative to the language of the agreement, term of the agreement, scope of services, renewal options and application of the 4% increase.

Motion by Director Burgess, seconded by Director Casey to authorize General Manager to execute a new Professional Services Agreement with ValleyCrest Landscaping Services, Inc. to provide landscaping services for the District's parks and other facilities. Motion passed 5-0.

2. AMERICAN CANCER SOCIETY REQUEST.

This item was moved up in the agenda.

I. GENERAL MANAGER ITEMS:

The General Manager announced that the Rush Park Canopy Dedication Ceremony was scheduled for Saturday, November 21, 2015 at 10 a.m. He encouraged the public to attend. He also reminded everyone that the Rossmoor Winter Festival would take place on Friday, December 11, 2015 at Rush Park from 6:00 p.m. to 10:00 p.m. He stated that President Kahlert had done a marvelous job working with staff to organize the event. He added that the District had put together a really exciting program that they were extremely proud of and everyone was looking forward to sharing the event with the community. He updated the Board on the Kempton Mini-Park Landscaping Demonstration Project that the District had been working on closely with the Rossmoor Homeowners Association. The District had commitments in terms of the drought policies and regulations which called for completion of the renovations by the end of November. The turf had been removed in all areas approved by the Parks and Facilities Committee and the District would now proceed with mulching and planting of the shrubs. They would continue to work closely with the RHA to ensure that the project meets all of the requirements in order to make certain the District received reimbursement. The General Manager stated that he was confident that they would meet the deadline, the one outstanding issue being that the RHA still had not completed their landscaping plans. They have designated the planting areas, but have not finalized the plant selection. He encouraged the RHA to come to a decision by the end of November and if they could not he would request a time extension from the Golden State Water Company. He stated that the District had an excellent audit. He concluded by requesting that all Board Members submit their iPads to staff so that the installation of important operating system and software updates could be completed. Once completed staff would deliver the iPads back to each Board Member.

J. BOARD MEMBER ITEMS

Director Burgess had comments relative to adjusting the lighting for daylight savings time. He stated that he had seen Orange County Vector Control's mosquito flyer related to West Nile Virus and stated that it was an important public health issue. After receiving the flyer he contacted OC Vector Control regarding the drainage ditch near his home as well as the one located at Copa de Oro and Foster Road which contained debris and standing water which provided habitat for mosquitos to breed and spread disease. He added that OC Vector Control was very responsive. OC Vector Control informed him that County Maintenance was the department responsible for clearing the excess debris. He opined that in reviewing the Rossmoor Winter Festival Agenda item he concluded that the District had not only surpassed all expectations and still kept the event within a reasonable cost, especially with the addition of the RHA as a sponsor. He added that he would still like to research available solar options as well as parking lot improvements at Rush Park. Regarding the new canopy structure, he suggested installing eye hooks in the wooden pillars in order to prevent renters from damaging the structure by hanging decorations on it with nails, staples, etc. The General Manager stated that the District prohibits renters from stapling things to the facility walls and ceilings and would modify procedures for the new canopy structure. Director Burgess had some final comments relative to following up on the Bradbury Road restriping and the Rush Park Wall Bond Debt, grant opportunities and commercial use of the parks.

Director DeMarco stated it was getting darker earlier and requested that the General Manager provide an update on the Montecito Road lighting improvements. The General Manager replied that approximately two weeks earlier he spoke to Mr. Barker with the County who agreed that the lights should be brighter. Southern California Edison was still in the process of conducting a survey of the area. He also stated some of that area is located in Seal Beach, so he would have to work with them as well to ensure that they agree with Rossmoor's intentions. Director DeMarco requested that instead of surveying the nearby residents, if there was any way to switch out one existing 150 watt light bulb with a 250 watt bulb (*perhaps located on the corner/intersection of Bostonian and Montecito Road*) so that the community could observe and weigh in on the increased brightness. The General Manager agreed it would be a good idea to provide such a visual comparison. Director DeMarco added it was a safety concern. He further opined that Bradbury Road was restriped in response to complaints, so if there were enough complaints to the contrary, the situation could potentially be improved with time and persistence. He concluded that RHA Traffic subcommittee that he serves on only deals with school related traffic issues; specifically how to alleviate congestion. A different RHA traffic committee deals with broader traffic issues. RCSD is not included in this committee. Last May the traffic committee recommended that the County remove the parking restrictions and possibly the bike lane on Foster Road. Some residents approve of the change but others oppose it. The County requested a more comprehensive study. Director DeMarco stated that because passions run high on both sides of the issue, those who do not prevail will eventually plead their case to the RCSD Board since they are the elected community representatives. He concluded that the District needs to be regularly updated by the RHA regarding these traffic issues. The General Manager stated that they would have said traffic report for the Board at their next regular Board Meeting.

Beverly Houghton addressed the Board stating that the Town Hall meeting Director DeMarco referred to was called at the request of the County agency doing the survey on the bike lane. They

wanted more public input and that is why they had the meeting. She wanted to make it clear that RHA acted strictly as a facilitator and did not support the issue one way or another. The County Supervisor and School Board were also involved.

Director DeMarco remarked that while he understood he was compelled to reiterate that because there is opposition to traffic issues like the proposed removal of the bike lane and traffic restrictions on Foster Road, especially in front of the schools, the RCSD needs to be involved. Furthermore the County is conducting a traffic study on the bike lane in addition to a study on what is the best route for the bike lanes. He concluded that since the issue has evolved into a heated discussion within the community, the Board will likely receive complaints relative to any decisions made and should be aware of the situation. He asked when the traffic study was scheduled to be completed. Bev Houghton replied that the Foster Road Bike lane traffic study was part of a larger traffic study and it was her understanding that the issue was under the jurisdiction of the traffic committee of which Director DeMarco was a member. Director DeMarco stated that he would seek further clarity from Mark Nitikman. Director Burgess concurred with Director DeMarco that the Bike Lane issue appeared to be part of a separate traffic committee of which RCSD was not a part member. Director DeMarco added that he would like to see more tree related public service announcements incorporated into the beginning of each board meeting to educate residents about their parkway trees. He added that residents were prohibited from trimming parkway trees and trimming or shaving the tree roots, as it will most likely kill the tree.

Director Casey reported on his recent attendance at the I-405 Improvement Project Technical Improvement Steering Committee Meeting. New developments included the aesthetics project which involved the retaining walls and the sound walls. With the West County Connectors Project Rossmoor received the Seal Motif which, while nice, is more representative of Seal Beach. Three additional motifs will be added along the course of the project including: the pelican, the hummingbird, and the California Least Tern, which look quite impressive in the diagrams. Director Casey added that Rossmoor is projected to have two 16' sound walls, one of which is fairly substantial. Along the entire corridor there are approximately 10 proposed sound walls. The residents who were affected by certain decibel levels were sent two separate mailings by OCTA in order to obtain a quorum of residents in agreement with the proposed sound wall construction. All ten sound walls were approved. Director praised the quality and aesthetics of the new canopy shade structure and added that he hoped it would get a lot of use. He concluded his comments by stating that Nextdoor Rossmoor was a great place to post notifications of lost pets.

Director Maynard thanked Lt. Gunzel for his presentation. He stated that there were many lessons to learn from last year regarding FedEx and UPS packages that never reached their intended recipients due to being lost and stolen. He encouraged people to have packages shipped to their office or other secure location instead, especially around the holidays. Real Estate agents to please register their listings to the OC Sheriff's watch list to mitigate open house burglaries of major appliances. Requested map zone per park of the watering system. Has concerns about dry areas in the parks. Rossmoor Night at Long Beach State setup as an ongoing event for the community. Mary Kingman distribute door hangers regarding tree care and drip irrigation. If they cannot water the tree they can be added to list of mobile water delivery.

President Kahlert requested that all future quarterly reports be moved from the Consent Calendar items on the agenda to D-1 Reports to the Board. He thanked Director Burgess for the mosquito

information. He requested that an e-blast be sent out which included numbers to call and mosquito abatement procedures. President Kahlert thanked all of the Veterans in the community for their service to their country and paid special thanks to his own father for his service. He praised the new Canopy Shade Structure, and agreed that a mechanism be installed for renters to hang banners and balloons. He reported that his father's vehicle registration tags were stolen which resulted in him being ticketed because they were missing. In order to thwart the increase in vehicle registration tag theft, he advised making strategic diagonal cuts to the sticker after applying. Finally, President Kahlert announced the Rossmoor Winter Festival, Friday December 11th, 6pm to 10pm. He provided an overview of the many activities planned for the event and encouraged all to attend and spread the word. He thanked the Rossmoor Homeowners Association for being the first major sponsor of the event. All other interested sponsors were welcome to contact the District.

K. CLOSED SESSION—None

I. ADJOURNMENT:

Motion by Director Casey, seconded by Director DeMarco to adjourn the regular meeting at 9:11 p.m. Motion passed 5-0.

SUBMITTED BY:
James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date November 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - OCTOBER, 2015

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for October, 2015.

BACKGROUND:

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

ATTACHMENTS:

1. Revenue & Expenditure Report for the month of October, 2015.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 October 2015 @ 33.34%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	788,142.00	788,142.00	23,672.20	3,379.22	764,469.80	3.0
STREET LIGHT ASSESSMENTS	271,000.00	271,000.00	8,251.98	1,177.93	262,748.02	3.0
USE OF MONEY AND PROPERTY	2,500.00	2,500.00	443.19	443.19	2,056.81	17.7
OTHER GOVERNMENT AGENCIES	60,800.00	60,800.00	0.00	0.00	60,800.00	0.0
FEES AND SERVICES	155,000.00	155,000.00	43,737.00	13,661.00	111,263.00	28.2
OTHER REVENUE	23,500.00	23,500.00	2,793.34	597.00	20,706.66	11.9
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,300,942.00	1,300,942.00	78,897.71	19,258.34	1,222,044.29	6.1
Expenditures						
ADMINISTRATION 1	407,472.00	407,472.00	151,628.81	40,552.59	255,843.19	37.2
RECREATION 2, 3	127,623.00	127,623.00	55,017.19	12,047.95	72,605.81	43.1
ROSSMOOR PARK	188,703.00	188,703.00	58,951.80	16,158.51	129,751.20	31.2
MONTECITO CENTER	77,694.00	77,694.00	24,812.80	6,032.89	52,881.20	31.9
RUSH PARK	205,098.00	205,098.00	66,018.83	20,738.53	139,079.17	32.2
STREET LIGHTING	105,580.00	105,580.00	27,172.91	9,136.26	78,407.09	25.7
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,580.00	13,697.71	4,538.11	41,882.29	24.6
PARKWAY TREES	110,181.00	110,181.00	13,688.19	2,283.20	96,492.81	12.4
MINI-PARKS, MEDIANS & TRIANGLE	15,029.00	15,029.00	4,140.16	1,234.72	10,888.84	27.5
Total Expenditures	1,295,060.00	1,295,060.00	417,128.40	112,722.76	877,931.60	32.2

**Audited Fund Balance
 at June 30, 2015**

\$ 690,844.00

REVENUE REPORT
October 2015 @ 33.34%

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Revenues							
Dept: 00							
PROPERTY TAXES	788,142.00	788,142.00	23,672.20	3,379.22	0.00	764,469.80	3.0
ASSESSMENTS	271,000.00	271,000.00	8,251.98	1,177.93	0.00	262,748.02	3.0
USE OF MONEY AND PROPERTY	2,500.00	2,500.00	443.19	443.19	0.00	2,056.81	17.7
OTHER GOVERNMENT AGENCIES	60,800.00	60,800.00	0.00	0.00	0.00	60,800.00	0.0
FEES AND SERVICES	155,000.00	155,000.00	43,737.00	13,661.00	0.00	111,263.00	28.2
OTHER REVENUE	23,500.00	23,500.00	2,793.66	597.00	0.00	20,706.34	11.9
Dept: 00	1,300,942.00	1,300,942.00	78,898.03	19,258.34	0.00	1,222,043.97	6.1
Revenues	1,300,942.00	1,300,942.00	78,898.03	19,258.34	0.00	1,222,043.97	6.1
Grand Total Net Effect:	1,300,942.00	1,300,942.00	78,898.03	19,258.34	0.00	1,222,043.97	

EXPENDITURE REPORT
October 2015 @ 33.34%

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	246,572.00	246,572.00	91,496.24	21,796.95	0.00	155,075.76	37.1
OPERATIONS AND MAINTENANCE (1)	64,200.00	64,200.00	31,409.37	3,932.81	0.00	32,790.63	48.9
CONTRACT SERVICES	93,700.00	93,700.00	28,723.20	14,822.83	0.00	64,976.80	30.7
CAPITAL EXPENDITURES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
ADMINISTRATION	407,472.00	407,472.00	151,628.81	40,552.59	0.00	255,843.19	37.2
Dept: 20 RECREATION							
SALARIES AND BENEFITS	94,523.00	94,523.00	33,765.76	6,624.22	0.00	60,757.24	35.7
OPERATIONS AND MAINTENANCE	28,600.00	28,600.00	20,134.08	5,048.20	0.00	8,465.92	70.4
CONTRACT SERVICES	3,500.00	3,500.00	1,117.35	375.53	0.00	2,382.65	31.9
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
RECREATION	127,623.00	127,623.00	55,017.19	12,047.95	0.00	72,605.81	43.1
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS (2)	68,956.00	68,956.00	23,767.39	5,891.98	0.00	45,188.61	34.5
OPERATIONS AND MAINTENANCE (3)	82,047.00	82,047.00	23,390.66	7,238.06	0.00	58,656.34	28.5
CONTRACT SERVICES	37,450.00	37,450.00	11,793.75	3,028.47	0.00	25,656.25	31.5
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
ROSSMOOR PARK	188,703.00	188,703.00	58,951.80	16,158.51	0.00	129,751.20	31.2
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	51,989.00	51,989.00	18,142.45	4,423.17	0.00	33,846.55	34.9
OPERATIONS AND MAINTENANCE	18,405.00	18,405.00	4,316.60	941.25	0.00	14,088.40	23.5
CONTRACT SERVICES	7,250.00	7,250.00	2,353.75	668.47	0.00	4,896.25	32.5
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER	77,694.00	77,694.00	24,812.80	6,032.89	0.00	52,881.20	31.9
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS	71,749.00	71,749.00	26,958.12	6,576.67	0.00	44,790.88	37.6
OPERATIONS AND MAINTENANCE	95,649.00	95,649.00	27,266.96	11,133.39	0.00	68,382.04	28.5
CONTRACT SERVICES	37,450.00	37,450.00	11,793.75	3,028.47	0.00	25,656.25	31.5
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RUSH PARK	205,098.00	205,098.00	66,018.83	20,738.53	0.00	139,079.17	32.2

EXPENDITURE REPORT
October 2015 @ 33.34%

Page: 4
11/25/2015
4:54 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	580.00	206.55	58.15	0.00	373.45	35.6
CONTRACT SERVICES	105,000.00	105,000.00	26,966.36	9,078.11	0.00	78,033.64	25.7
STREET LIGHTING	105,580.00	105,580.00	27,172.91	9,136.26	0.00	78,407.09	25.7
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	206.55	58.15	0.00	373.45	35.6
CONTRACT SERVICES	55,000.00	55,000.00	13,491.16	4,479.96	0.00	41,508.84	24.5
STREET SWEEPING	55,580.00	55,580.00	13,697.71	4,538.11	0.00	41,882.29	24.6
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	20,850.00	20,850.00	7,239.07	1,897.64	0.00	13,610.93	34.7
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	455.20	124.45	0.00	1,319.80	25.6
CONTRACT SERVICES	75,556.00	75,556.00	6,681.52	981.11	0.00	68,874.48	8.8
CAPITAL EXPENDITURES	12,000.00	12,000.00	-687.60	-720.00	0.00	12,687.60	-5.7
PARKWAY TREES	110,181.00	110,181.00	13,688.19	2,283.20	0.00	96,492.81	12.4
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	979.00	979.00	314.51	80.92	0.00	664.49	32.1
OPERATIONS AND MAINTENANCE	9,800.00	9,800.00	2,611.16	853.03	0.00	7,188.84	26.6
CONTRACT SERVICES	4,150.00	4,150.00	1,214.49	300.77	0.00	2,935.51	29.3
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,029.00	15,029.00	4,140.16	1,234.72	0.00	10,888.84	27.5
Expenditures	1,295,060.00	1,295,060.00	417,128.40	112,722.76	0.00	877,931.60	32.2
Grand Total Net Effect:	-1,295,060.00	-1,295,060.00	-417,128.40	-112,722.76	0.00	-877,931.60	

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Page: 4
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		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	719,100.00	719,100.00	0.00	0.00	0.00	719,100.00	0.0
3001	Current unsecured prop tax	23,000.00	23,000.00	17,457.46	0.00	0.00	5,542.54	75.9
3002	Prior secured property taxes	9,200.00	9,200.00	2,926.12	1,019.08	0.00	6,273.88	31.8
3003	Prior unsecured prop taxes	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
3004	Delinquent property taxes	510.00	510.00	0.00	0.00	0.00	510.00	0.0
3010	Current supplemental assessmt	20,000.00	20,000.00	3,288.62	2,360.14	0.00	16,711.38	16.4
3020	Public utility tax	11,832.00	11,832.00	0.00	0.00	0.00	11,832.00	0.0
PROPERTY TAXES		788,142.00	788,142.00	23,672.20	3,379.22	0.00	764,469.80	3.0
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	271,000.00	271,000.00	8,251.98	1,177.93	0.00	262,748.02	3.0
ASSESSMENTS		271,000.00	271,000.00	8,251.98	1,177.93	0.00	262,748.02	3.0
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,500.00	2,500.00	443.19	443.19	0.00	2,056.81	17.7
USE OF MONEY AND PROPERTY		2,500.00	2,500.00	443.19	443.19	0.00	2,056.81	17.7
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,800.00	5,800.00	0.00	0.00	0.00	5,800.00	0.0
3305	County street sweep reimburse	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES		60,800.00	60,800.00	0.00	0.00	0.00	60,800.00	0.0
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	14,500.00	14,500.00	4,131.50	1,060.00	0.00	10,368.50	28.5
3405	Wall Rental	600.00	600.00	160.00	20.00	0.00	440.00	26.7
3406	Ball field reservations	26,000.00	26,000.00	8,854.00	1,328.00	0.00	17,146.00	34.1
3410	Rossmoor building rental	4,680.00	4,680.00	3,306.00	2,498.00	0.00	1,374.00	70.6
3412	Montecito building rental	25,220.00	25,220.00	6,512.00	4,617.50	0.00	18,708.00	25.8
3414	Rush Park Building Rental	84,000.00	84,000.00	20,773.50	4,137.50	0.00	63,226.50	24.7
FEES AND SERVICES		155,000.00	155,000.00	43,737.00	13,661.00	0.00	111,263.00	28.2
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	3,500.00	3,500.00	2,793.66	597.00	0.00	706.34	79.8
3502	Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE		23,500.00	23,500.00	2,793.66	597.00	0.00	20,706.34	11.9
Dept: 00		1,300,942.00	1,300,942.00	78,898.03	19,258.34	0.00	1,222,043.97	6.1
Revenues								
		1,300,942.00	1,300,942.00	78,898.03	19,258.34	0.00	1,222,043.97	6.1
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	9,000.00	9,000.00	3,550.00	1,050.00	0.00	5,450.00	39.4
4001	Salaries - Full-time	186,300.00	186,300.00	67,467.05	15,607.00	0.00	118,832.95	36.2
4003	Salaries - Overtime	3,672.00	3,672.00	1,948.54	450.04	0.00	1,723.46	53.1
4007	Vehicle Allowance	500.00	500.00	281.37	18.98	0.00	218.63	56.3
4010	Workers Compensation Insurance	2,600.00	2,600.00	1,013.04	220.29	0.00	1,586.96	39.0
4011	Medical Insurance	32,000.00	32,000.00	11,567.20	3,107.30	0.00	20,432.80	36.1
4015	Federal Payroll Tax -FICA	12,000.00	12,000.00	5,559.54	1,308.84	0.00	6,440.46	46.3
4018	State Payroll Taxes	500.00	500.00	109.50	34.50	0.00	390.50	21.9
SALARIES AND BENEFITS		246,572.00	246,572.00	91,496.24	21,796.95	0.00	155,075.76	37.1
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	13,200.00	13,200.00	12,391.95	0.00	0.00	808.05	93.9
5004	Memberships and Dues	6,400.00	6,400.00	2,019.16	173.86	0.00	4,380.84	31.5
5006	Travel & Meetings	1,500.00	1,500.00	-55.00	-55.00	0.00	1,555.00	-3.7
5007	Televised Meeting Costs	18,000.00	18,000.00	7,292.50	1,508.10	0.00	10,707.50	40.5

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	7,200.00	7,200.00	2,231.45	377.42	0.00	4,968.55	31.0
5012 Printing	700.00	700.00	303.56	0.00	0.00	396.44	43.4
5014 Postage	2,000.00	2,000.00	126.32	15.22	0.00	1,873.68	6.3
5016 Office Supplies	7,200.00	7,200.00	3,404.57	1,071.46	0.00	3,795.43	47.3
5020 Telephone	1,500.00	1,500.00	619.62	174.46	0.00	880.38	41.3
5045 Miscellaneous Expenditures	5,500.00	5,500.00	2,386.74	499.33	0.00	3,113.26	43.4
5046 Bank Service Charge (1)	1,000.00	1,000.00	688.50	167.96	0.00	311.50	68.9
OPERATIONS AND MAINTENANCE	64,200.00	64,200.00	31,409.37	3,932.81	0.00	32,790.63	48.9
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	35,000.00	35,000.00	6,235.00	1,240.00	0.00	28,765.00	17.8
5615 Financial Audit-Consulting	8,700.00	8,700.00	8,000.00	8,000.00	0.00	700.00	92.0
5670 Other Professional Services	50,000.00	50,000.00	14,488.20	5,582.83	0.00	35,511.80	29.0
CONTRACT SERVICES	93,700.00	93,700.00	28,723.20	14,822.83	0.00	64,976.80	30.7
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
CAPITAL EXPENDITURES	3,000.00	3,000.00	0.00	0.00	0.00	3,000.00	0.0
ADMINISTRATION	407,472.00	407,472.00	151,628.81	40,552.59	0.00	255,843.19	37.2
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	51,000.00	51,000.00	17,119.77	2,170.93	0.00	33,880.23	33.6
4002 Salaries - Part-time	23,566.00	23,566.00	8,354.97	2,759.10	0.00	15,211.03	35.5
4003 Salaries - Overtime	3,713.00	3,713.00	1,709.76	370.59	0.00	2,003.24	46.0
4005 Salaries - Event Attendant (2)	400.00	400.00	862.50	0.00	0.00	-462.50	215.6
4007 Vehicle Allowance	350.00	350.00	84.93	0.00	0.00	265.07	24.3
4010 Workers Compensation Insurance	1,080.00	1,080.00	409.51	89.05	0.00	670.49	37.9
4011 Medical Insurance	8,000.00	8,000.00	2,940.77	789.92	0.00	5,059.23	36.8
4015 Federal Payroll Tax -FICA	5,814.00	5,814.00	2,144.98	405.33	0.00	3,669.02	36.9
4018 State Payroll Taxes	600.00	600.00	138.57	39.30	0.00	461.43	23.1
SALARIES AND BENEFITS	94,523.00	94,523.00	33,765.76	6,624.22	0.00	60,757.24	35.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5010 Publications & Legal Notices	200.00	200.00	68.70	68.70	0.00	131.30	34.4
5012 Printing	100.00	100.00	44.12	0.00	0.00	55.88	44.1
5014 Postage	150.00	150.00	8.42	0.00	0.00	141.58	5.6
5016 Office Supplies	1,000.00	1,000.00	432.56	89.74	0.00	567.44	43.3
5017 Community Events	18,000.00	18,000.00	10,710.66	3,349.06	0.00	7,289.34	59.5
5019 Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020 Telephone	1,800.00	1,800.00	619.62	174.46	0.00	1,180.38	34.4
5045 Miscellaneous Expenditures (3)	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5048 Run Seal Beach Grant	0.00	0.00	2,050.00	1,366.24	0.00	-2,050.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	28,600.00	28,600.00	20,134.08	5,048.20	0.00	8,465.92	70.4
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	3,500.00	3,500.00	1,117.35	375.53	0.00	2,382.65	31.9
CONTRACT SERVICES	3,500.00	3,500.00	1,117.35	375.53	0.00	2,382.65	31.9
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
RECREATION	127,623.00	127,623.00	55,017.19	12,047.95	0.00	72,605.81	43.1
Dept: 30 ROSSMOOR PARK							

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Page: 4
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Expenditures							
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	38,760.00	38,760.00	11,914.23	2,938.66	0.00	26,845.77	30.7
4002 Salaries - Part-time	10,812.00	10,812.00	4,653.85	1,072.97	0.00	6,158.15	43.0
4003 Salaries - Overtime	2,244.00	2,244.00	1,138.03	326.40	0.00	1,105.97	50.7
4010 Workers Compensation Insurance	2,800.00	2,800.00	1,013.04	220.29	0.00	1,786.96	36.2
4011 Medical Insurance	10,000.00	10,000.00	3,632.73	975.79	0.00	6,367.27	36.3
4015 Federal Payroll Tax -FICA	4,080.00	4,080.00	1,352.62	331.38	0.00	2,727.38	33.2
4018 State Payroll Taxes	260.00	260.00	62.89	26.49	0.00	197.11	24.2
SALARIES AND BENEFITS	68,956.00	68,956.00	23,767.39	5,891.98	0.00	45,188.61	34.5
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	300.00	33.90	33.90	0.00	266.10	11.3
5012 Printing	50.00	50.00	22.06	0.00	0.00	27.94	44.1
5014 Postage	50.00	50.00	2.85	0.00	0.00	47.15	5.7
5016 Office Supplies	900.00	900.00	216.29	44.88	0.00	683.71	24.0
5018 Janitorial Supplies	4,000.00	4,000.00	1,120.50	0.00	0.00	2,879.50	28.0
5020 Telephone	1,600.00	1,600.00	619.62	174.46	0.00	980.38	38.7
5022 Utilities	10,500.00	10,500.00	4,311.25	2,881.78	0.00	6,188.75	41.1
5023 Water	39,000.00	39,000.00	6,784.80	3,257.98	0.00	32,215.20	17.4
5025 SECURED PROP TAX	897.00	897.00	0.00	0.00	0.00	897.00	0.0
5030 Vehicle Maintenance	1,000.00	1,000.00	224.77	79.26	0.00	775.23	22.5
5032 Building & Grounds-Maintenance	22,000.00	22,000.00	9,891.34	708.80	0.00	12,108.66	45.0
5034 Alarm Systems	750.00	750.00	163.28	57.00	0.00	586.72	21.8
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	82,047.00	82,047.00	23,390.66	7,238.06	0.00	58,656.34	28.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	33,000.00	33,000.00	10,620.00	2,655.00	0.00	22,380.00	32.2
5656 Tree Trimming	950.00	950.00	77.80	6.74	0.00	872.20	8.2
5670 Other Professional Services	3,500.00	3,500.00	1,095.95	366.73	0.00	2,404.05	31.3
CONTRACT SERVICES	37,450.00	37,450.00	11,793.75	3,028.47	0.00	25,656.25	31.5
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
ROSSMOOR PARK							
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	32,640.00	32,640.00	9,781.47	2,419.16	0.00	22,858.53	30.0
4002 Salaries - Part-time	4,794.00	4,794.00	2,760.05	536.50	0.00	2,033.95	57.6
4003 Salaries - Overtime	1,224.00	1,224.00	801.15	243.61	0.00	422.85	65.5
4010 Workers Compensation Insurance	2,250.00	2,250.00	814.75	177.17	0.00	1,435.25	36.2
4011 Medical Insurance	8,100.00	8,100.00	2,938.97	789.20	0.00	5,161.03	36.3
4015 Federal Payroll Tax -FICA	2,856.00	2,856.00	1,018.84	244.27	0.00	1,837.16	35.7
4018 State Payroll Taxes	125.00	125.00	27.22	13.26	0.00	97.78	21.8
SALARIES AND BENEFITS	51,989.00	51,989.00	18,142.45	4,423.17	0.00	33,846.55	34.9
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	200.00	200.00	33.90	33.90	0.00	166.10	17.0
5012 Printing	50.00	50.00	22.06	0.00	0.00	27.94	44.1
5014 Postage	50.00	50.00	2.85	0.00	0.00	47.15	5.7
5016 Office Supplies	900.00	900.00	216.29	44.88	0.00	683.71	24.0
5018 Janitorial Supplies	3,000.00	3,000.00	1,120.50	0.00	0.00	1,879.50	37.4
5020 Telephone	1,650.00	1,650.00	619.62	174.46	0.00	1,030.38	37.6
5022 Utilities	4,000.00	4,000.00	678.35	405.09	0.00	3,321.65	17.0
5023 Water	1,600.00	1,600.00	156.01	0.00	0.00	1,443.99	9.8

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5025 SECURED PROP TAX		755.00	755.00	0.00	0.00	0.00	755.00	0.0
5030 Vehicle Maintenance		1,000.00	1,000.00	224.77	79.26	0.00	775.23	22.5
5032 Building & Grounds-Maintenance		4,000.00	4,000.00	1,080.42	203.66	0.00	2,919.58	27.0
5034 Alarm Systems		400.00	400.00	161.83	0.00	0.00	238.17	40.5
5045 Miscellaneous Expenditures		50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051 Equipment Rental		250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs		500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		18,405.00	18,405.00	4,316.60	941.25	0.00	14,088.40	23.5
Acct Class: 56 CONTRACT SERVICES								
5655 Landscape Maintenance		3,300.00	3,300.00	1,180.00	295.00	0.00	2,120.00	35.8
5656 Tree Trimming		950.00	950.00	77.80	6.74	0.00	872.20	8.2
5670 Other Professional Services		3,000.00	3,000.00	1,095.95	366.73	0.00	1,904.05	36.5
CONTRACT SERVICES		7,250.00	7,250.00	2,353.75	668.47	0.00	4,896.25	32.5
Acct Class: 60 CAPITAL EXPENDITURES								
6010 Equipment		50.00	50.00	0.00	0.00	0.00	50.00	0.0
CAPITAL EXPENDITURES		50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER								
Dept: 50 RUSH PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001 Salaries - Full-time		38,760.00	38,760.00	11,914.23	2,938.66	0.00	26,845.77	30.7
4002 Salaries - Part-time		9,690.00	9,690.00	4,821.16	1,072.97	0.00	4,868.84	49.8
4003 Salaries - Overtime		2,040.00	2,040.00	1,205.54	326.40	0.00	834.46	59.1
4005 Salaries - Event Attendant		4,000.00	4,000.00	2,669.18	618.75	0.00	1,330.82	66.7
4010 Workers Compensation Insurance		2,600.00	2,600.00	1,013.04	220.29	0.00	1,586.96	39.0
4011 Medical Insurance		10,000.00	10,000.00	3,632.75	975.79	0.00	6,367.25	36.3
4015 Federal Payroll Tax - FICA		4,284.00	4,284.00	1,574.84	378.75	0.00	2,709.16	36.8
4018 State Payroll Taxes		375.00	375.00	127.38	45.06	0.00	247.62	34.0
SALARIES AND BENEFITS		71,749.00	71,749.00	26,958.12	6,576.67	0.00	44,790.88	37.6
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010 Publications & Legal Notices		500.00	500.00	33.90	33.90	0.00	466.10	6.8
5012 Printing		250.00	250.00	22.06	0.00	0.00	227.94	8.8
5014 Postage		100.00	100.00	2.85	0.00	0.00	97.15	2.9
5016 Office Supplies		900.00	900.00	216.29	44.88	0.00	683.71	24.0
5018 Janitorial Supplies		4,000.00	4,000.00	1,123.84	0.00	0.00	2,876.16	28.1
5020 Telephone		1,800.00	1,800.00	619.62	174.46	0.00	1,180.38	34.4
5022 Utilities		29,000.00	29,000.00	11,813.88	6,237.39	0.00	17,186.12	40.7
5023 Water		31,000.00	31,000.00	7,084.38	3,268.56	0.00	23,915.62	22.9
5025 SECURED PROP TAX		3,349.00	3,349.00	0.00	0.00	0.00	3,349.00	0.0
5030 Vehicle Maintenance		1,000.00	1,000.00	224.78	79.26	0.00	775.22	22.5
5032 Building & Grounds-Maintenance		22,000.00	22,000.00	5,963.51	1,294.94	0.00	16,036.49	27.1
5034 Alarm Systems		750.00	750.00	161.85	0.00	0.00	588.15	21.6
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		500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		95,649.00	95,649.00	27,266.96	11,133.39	0.00	68,382.04	28.5
Acct Class: 56 CONTRACT SERVICES								
5655 Landscape Maintenance		33,000.00	33,000.00	10,620.00	2,655.00	0.00	22,380.00	32.2
5656 Tree Trimming		950.00	950.00	77.80	6.74	0.00	872.20	8.2
5670 Other Professional Services		3,500.00	3,500.00	1,095.95	366.73	0.00	2,404.05	31.3
CONTRACT SERVICES		37,450.00	37,450.00	11,793.75	3,028.47	0.00	25,656.25	31.5
Acct Class: 60 CAPITAL EXPENDITURES								
6010 Equipment		250.00	250.00	0.00	0.00	0.00	250.00	0.0

REVENUE/EXPENDITURE REPORT
October 2015 @ 33.34%

Page: 9
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 50 RUSH PARK							
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RUSH PARK	205,098.00	205,098.00	66,018.83	20,738.53	0.00	139,079.17	32.2
Dept: 60 STREET LIGHTING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	206.55	58.15	0.00	373.45	35.6
OPERATIONS AND MAINTENANCE	580.00	580.00	206.55	58.15	0.00	373.45	35.6
Acct Class: 56 CONTRACT SERVICES							
5650 Lighting and Maintenance	105,000.00	105,000.00	26,966.36	9,078.11	0.00	78,033.64	25.7
CONTRACT SERVICES	105,000.00	105,000.00	26,966.36	9,078.11	0.00	78,033.64	25.7
STREET LIGHTING	105,580.00	105,580.00	27,172.91	9,136.26	0.00	78,407.09	25.7
Dept: 65 ROSSMOOR WALL							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032 Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	206.55	58.15	0.00	373.45	35.6
OPERATIONS AND MAINTENANCE	580.00	580.00	206.55	58.15	0.00	373.45	35.6
Acct Class: 56 CONTRACT SERVICES							
5642 Street Sweeping	55,000.00	55,000.00	13,491.16	4,479.96	0.00	41,508.84	24.5
CONTRACT SERVICES	55,000.00	55,000.00	13,491.16	4,479.96	0.00	41,508.84	24.5
STREET SWEEPING	55,580.00	55,580.00	13,697.71	4,538.11	0.00	41,882.29	24.6
Dept: 80 PARKWAY TREES							
Acct Class: 40 SALARIES AND BENEFITS							
4002 Salaries - Part-time	19,000.00	19,000.00	6,481.05	1,679.94	0.00	12,518.95	34.1
4003 Salaries - Overtime	0.00	0.00	61.97	0.00	0.00	-61.97	0.0
4007 Vehicle Allowance	400.00	400.00	195.50	89.18	0.00	204.50	48.9
4015 Federal Payroll Tax -FICA	1,250.00	1,250.00	500.55	128.52	0.00	749.45	40.0
4018 State Payroll Taxes	200.00	200.00	0.00	0.00	0.00	200.00	0.0
SALARIES AND BENEFITS	20,850.00	20,850.00	7,239.07	1,897.64	0.00	13,610.93	34.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	25.00	25.00	0.51	0.00	0.00	24.49	2.0
5014 Postage	300.00	300.00	1.42	0.00	0.00	298.58	0.5
5016 Office Supplies	200.00	200.00	40.21	8.15	0.00	159.79	20.1
5020 Telephone	1,000.00	1,000.00	413.06	116.30	0.00	586.94	41.3
5030 Vehicle Maintenance	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5051 Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	455.20	124.45	0.00	1,319.80	25.6
Acct Class: 56 CONTRACT SERVICES							
5656 Tree Trimming	69,608.00	69,608.00	4,927.37	426.93	0.00	64,680.63	7.1
5660 TREE REMOVAL	448.00	448.00	202.40	0.00	0.00	245.60	45.2
5670 Other Professional Services	5,500.00	5,500.00	1,551.75	554.18	0.00	3,948.25	28.2
CONTRACT SERVICES	75,556.00	75,556.00	6,681.52	981.11	0.00	68,874.48	8.8
Acct Class: 60 CAPITAL EXPENDITURES							

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Page: 10
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 80 PARKWAY TREES								
Acct Class: 60 CAPITAL EXPENDITURES								
6015 Trees		12,000.00	12,000.00	-687.60	-720.00	0.00	12,687.60	-5.7
CAPITAL EXPENDITURES		12,000.00	12,000.00	-687.60	-720.00	0.00	12,687.60	-5.7
PARKWAY TREES								
		110,181.00	110,181.00	13,688.19	2,283.20	0.00	96,492.81	12.4
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 40 SALARIES AND BENEFITS								
4001 Salaries - Full-time		652.00	652.00	220.77	55.19	0.00	431.23	33.9
4003 Salaries - Overtime		61.00	61.00	27.19	10.35	0.00	33.81	44.6
4010 Workers Compensation Insurance		180.00	180.00	47.51	10.33	0.00	132.49	26.4
4015 Federal Payroll Tax -FICA		71.00	71.00	19.04	5.05	0.00	51.96	26.8
4018 State Payroll Taxes		15.00	15.00	0.00	0.00	0.00	15.00	0.0
SALARIES AND BENEFITS		979.00	979.00	314.51	80.92	0.00	664.49	32.1
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		500.00	500.00	206.44	58.15	0.00	293.56	41.3
5022 Utilities		800.00	800.00	296.35	135.87	0.00	503.65	37.0
5023 Water		7,000.00	7,000.00	1,811.74	659.01	0.00	5,188.26	25.9
5030 Vehicle Maintenance		100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032 Building & Grounds-Maintenance		1,000.00	1,000.00	296.63	0.00	0.00	703.37	29.7
5045 Miscellaneous Expenditures		100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051 Equipment Rental		100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052 Minor Facility Repairs		200.00	200.00	0.00	0.00	0.00	200.00	0.0
OPERATIONS AND MAINTENANCE		9,800.00	9,800.00	2,611.16	853.03	0.00	7,188.84	26.6
Acct Class: 56 CONTRACT SERVICES								
5655 Landscape Maintenance		3,600.00	3,600.00	1,180.00	295.00	0.00	2,420.00	32.8
5656 Tree Trimming		500.00	500.00	25.93	2.25	0.00	474.07	5.2
5670 Other Professional Services		50.00	50.00	8.56	3.52	0.00	41.44	17.1
CONTRACT SERVICES		4,150.00	4,150.00	1,214.49	300.77	0.00	2,935.51	29.3
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								
		15,029.00	15,029.00	4,140.16	1,234.72	0.00	10,888.84	27.5
Expenditures								
		1,295,060.00	1,295,060.00	417,128.40	112,722.76	0.00	877,931.60	32.2
Net Effect for GENERAL FUND								
Change in Fund Balance:		5,882.00	5,882.00	-338,230.37	-93,464.42	0.00	344,112.37-5,750.3	

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Page: 11
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		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	380,000.00	380,000.00	4,234.67	0.00	0.00	375,765.33	1.1
3101	Property assessments-prior yr	3,400.00	3,400.00	1,342.95	187.16	0.00	2,057.05	39.5
ASSESSMENTS		383,400.00	383,400.00	5,577.62	187.16	0.00	377,822.38	1.5
Dept: 00								
Revenues		383,400.00	383,400.00	5,577.62	187.16	0.00	377,822.38	1.5
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
5618	Bond Validation	3,048.00	3,048.00	0.00	0.00	0.00	3,048.00	0.0
5619	Bond Trustee	3,048.00	3,048.00	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES		26,096.00	26,096.00	3,047.50	0.00	0.00	23,048.50	11.7
Acct Class: 58 DEBT SERVICE								
5800	Principal	245,000.00	245,000.00	245,000.00	0.00	0.00	0.00	100.0
5801	Interest	106,485.00	106,485.00	57,040.00	0.00	0.00	49,445.00	53.6
DEBT SERVICE		351,485.00	351,485.00	302,040.00	0.00	0.00	49,445.00	85.9
RUSH PARK								
RUSH PARK		377,581.00	377,581.00	305,087.50	0.00	0.00	72,493.50	80.8
Dept: 95 CONTINGENCY/RESERVES								
Acct Class: 59 RESERVES/CONTINGENCIES								
5720	Reserves	0.00	0.00	116.84	0.00	0.00	-116.84	0.0
RESERVES/CONTINGENCIES		0.00	0.00	116.84	0.00	0.00	-116.84	0.0
CONTINGENCY/RESERVES		0.00	0.00	116.84	0.00	0.00	-116.84	0.0
Expenditures		377,581.00	377,581.00	305,204.34	0.00	0.00	72,376.66	80.8
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		5,819.00	5,819.00	-299,626.72	187.16	0.00	305,445.72	-5,149.1
Change in Fund Balance:				-299,626.72				

REVENUE/EXPENDITURE REPORT

October 2015 @ 33.34%

Page: 12
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL								
Revenues								
Dept: 00								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	87,700.00	87,700.00	0.00	0.00	0.00	87,700.00	0.0
3101	Property assessments-prior yr	780.00	780.00	296.78	41.36	0.00	483.22	38.0
ASSESSMENTS		88,480.00	88,480.00	296.78	41.36	0.00	88,183.22	0.3
Dept: 00								
Revenues		88,480.00	88,480.00	296.78	41.36	0.00	88,183.22	0.3
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 56 CONTRACT SERVICES								
5619	Bond Trustee	2,640.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES		2,640.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	70,000.00	70,000.00	70,000.00	0.00	0.00	0.00	100.0
5801	Interest	11,020.00	11,020.00	6,525.00	0.00	0.00	4,495.00	59.2
DEBT SERVICE		81,020.00	81,020.00	76,525.00	0.00	0.00	4,495.00	94.5
ROSSMOOR WALL		83,660.00	83,660.00	79,165.00	0.00	0.00	4,495.00	94.6
Expenditures		83,660.00	83,660.00	79,165.00	0.00	0.00	4,495.00	94.6
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL		4,820.00	4,820.00	-78,868.22	41.36	0.00	83,688.22	-1,636.3
Change in Fund Balance:				-78,868.22				

REVENUE/EXPENDITURE REPORT
October 2015 @ 33.34%

Page: 15
11/25/2015
4:51 pm

Rossmoor Community

For the Period: 7/1/2015 to 10/31/2015		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								
	87,738.00	87,738.00	0.00	0.00	0.00	87,738.00	0.0	
PROPERTY TAXES								
	87,738.00	87,738.00	0.00	0.00	0.00	87,738.00	0.0	
Dept: 00								
	87,738.00	87,738.00	0.00	0.00	0.00	87,738.00	0.0	
Revenues								
	87,738.00	87,738.00	0.00	0.00	0.00	87,738.00	0.0	
Expenditures								
Dept: 30 ROSSMOOR PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005 Buildings and Improvements								
	11,266.00	11,266.00	0.00	0.00	0.00	11,266.00	0.0	
CAPITAL EXPENDITURES								
	11,266.00	11,266.00	0.00	0.00	0.00	11,266.00	0.0	
ROSSMOOR PARK								
	11,266.00	11,266.00	0.00	0.00	0.00	11,266.00	0.0	
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005 Buildings and Improvements								
	35,000.00	35,000.00	2,090.81	689.04	0.00	32,909.19	6.0	
CAPITAL EXPENDITURES								
	35,000.00	35,000.00	2,090.81	689.04	0.00	32,909.19	6.0	
RUSH PARK								
	35,000.00	35,000.00	2,090.81	689.04	0.00	32,909.19	6.0	
Dept: 75 CAPITAL PROJECTS								
Acct Class: 60 CAPITAL EXPENDITURES								
6051 Water Conservation Projects								
	29,000.00	29,000.00	26,836.37	11,288.18	0.00	2,163.63	92.5	
CAPITAL EXPENDITURES								
	29,000.00	29,000.00	26,836.37	11,288.18	0.00	2,163.63	92.5	
CAPITAL PROJECTS								
	29,000.00	29,000.00	26,836.37	11,288.18	0.00	2,163.63	92.5	
Expenditures								
	75,266.00	75,266.00	28,927.18	11,977.22	0.00	46,338.82	38.4	
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS								
Change in Fund Balance:								
	12,472.00	12,472.00	-28,927.18	-11,977.22	0.00	41,399.18	-231.9	
			-28,927.18					
Grand Total Net Effect:		28,993.00	28,993.00	-745,652.49	-105,213.12	0.00	774,645.49	

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - FINANCIAL REPORT OCTOBER 2015
EXPENDITURES**

#1 Bank Service Charge 10-10-5046	Additional charges for credit card processing. Amount will be adjusted in Amended Budget.
* #2 Event Attendant 10-20-4005	Additional event attendants needed for Summer Movies and Concerts in the Park due to large turnouts. Will be adjusted in Amended Budget.
#3 Run Seal Beach Grant 10-20-5048	Grant received for recreation equipment in amount of \$2,050. Items purchased in September and October. Account will be adjusted in Amended Budget.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: December 8, 2015

To: Honorable Board of Directors

From: General Manager

Subject: RESOLUTION No. 15-12-08-01 COMMUNITY SERVICES DISTRICT FOR THE EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF PARTICIPATION IN 2016 AND AMENDMENT NO. 1 TO INSTALLMENT SALE AGREEMENT DATED MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER

AND

AMENDMENT NO.1 TO INSTALLMENT SALE AGREEMENT DATED MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER

RECOMMENDATION:

Approve Resolution No. 15-12-08-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FOR THE EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF PARTICIPATION IN 2016

And approve:

AMENDMENT NO. 1 TO INSTALLMENT SALE AGREEMENT DATED AS OF MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER

BACKGROUND:

At your November meeting, the Board requested that the District vote to proceed with the retirement of remaining debt for the Rossmoor Wall. To initiate the process, the Board is required to adopt a resolution in this regard. Attached is a resolution prepared by General Counsel for the Board's consideration.

Further, the Board is required to provide both the Rossmoor Community Services District Public Improvements Financing Corporation and the Trustee with a notice of early payment of the remaining debt. Such notice must be sent 60 days prior to the effective date of the transaction which is scheduled for February 2, 2016. Under the current terms of the Installment Sales Agreement, such notices would have had to be taken by December 2, 2015. Since the Board will not meet until December 8, 2015 and in order for the transaction to occur as scheduled, several actions must take place at that meeting.

First, the Installment Sales Agreement between the Board and Corporation must be amended to delete the 60 day notice requirement. The amendment prepared by General Counsel is attached. Second, the Board must approve a resolution memorializing their actions at the November Board meeting approving the transfer of funds to Fund 30 and the early retirement of the Rossmoor Wall Certificates of Participation in 2016.

Upon the Board's approval of the resolution and the amendment to the Sales Agreement, the Corporation must also meet and approve the amendment. This will take place during the meeting of the Board. The Trustee has given the District oral approval of the amendment and will formally approve it once it receives all of the documentation and final payment from the District. This is scheduled to occur the day following the Board and Corporation meetings.

Subject to approval of the above actions, the debt will be retired on February 2, 2016 and no further assessments will be included in further property tax notices from the County of Orange.

ATTACHMENTS:

1. Draft Resolution No. 15-12-08-01 A Resolution of the Board of Directors of the Rossmoor Community Services District For the Early Retirement of Rossmoor Wall Certificates of Participation in 2016.
2. Draft Amendment No. 1 to Installment Sale Agreement Dated May 1, 1998 By and Between the Rossmoor Community Services Public Improvements Financing Corporation, As Seller and the Rossmoor Community Services District, As Purchaser
3. Installment Sale Agreement, Article X, Page 21.

RESOLUTION NO. 15-12-08-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE ROSSMOOR COMMUNITY SERVICES DISTRICT
FOR THE EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF
PARTICIPATION IN 2016.**

WHEREAS, the District is a party to the Installment Sale Agreement Dated as of May 1, 1998 by and Between The Rossmoor Community Services District Public Improvements Financing Corporation, As Seller, And The Rossmoor Community Services District, as Purchaser (“Agreement”); and

WHEREAS, at the November 10, 2015 meeting of the Board of Directors of the Rossmoor Community Services District, the Board of Directors resolved by a vote of 5-0 to transfer \$40,700 from Fund 40 back to Fund 30; and

WHEREAS, at the November 10, 2015 meeting of the Board of Directors of the Rossmoor Community Services District, the Board of Directors resolved by a vote of 4-1 (President Kahlert voted no) to utilize funds in Fund 30 for the purposes of the early retirement of Rossmoor Wall Certificates of Participation in 2016; and

WHEREAS, the Board of Directors of the Rossmoor Community Services District desires to memorialize these resolutions by formal written resolution as set forth below, to be effective as of November 10, 2015; and

NOW, THEREFORE, the Board of Directors of the Rossmoor Community Services District Public DOES HEREBY RESOLVE as follows:

Section 1. The District desires to exercise its option to pre-pay the Installment Payments under Article X of the Agreement in order to effectuate the early retirement of Rossmoor Wall Certificates of Participation (COP’s) in 2016.

Section 2. This Resolution shall be effective as of November 10, 2015.

ADOPTED, SIGNED AND APPROVED THIS 8th day of December, 2015.

Bill Kahlert, President
Rossmoor Community Services District

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

**AMENDMENT NO. 1 TO INSTALLMENT SALE AGREEMENT DATED AS OF MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER
\$1,050,000
CERTIFICATES OF PARTICIPATION
(1998 ROSSMOOR WALL PROJECT)**

This Amendment No. 1 (“Amendment”) to the Installment Sale Agreement Dated as of May 1, 1998 by and Between The Rossmoor Community Services Public Improvements Financing Corporation, as Seller, and The Rossmoor Community Services District, as Purchaser (“Agreement”) is made and entered into this 8th day of December, 2015 by and between the Seller and the Purchaser.

RECITALS

WHEREAS, at the November 13, 2015 meeting of the Board of Directors of the Rossmoor Community Services District (RCS D Board of Directors), the RCS D Board of Directors resolved by a vote of 5-0 to transfer \$40,700 from Fund 40 back to Fund 30; and

WHEREAS, at the November 13, 2015 meeting the RCS D Board of Directors resolved by a vote of 4-1 to utilize funds in Fund 30 for the purposes of prepaying the Installment Payments (as defined in the Agreement) in full and to redeem prior to maturity the outstanding Rossmoor Community Services Public Improvements Financing Corporation \$940,000 Certificates of Participation (1998 Rossmoor Wall Project) (“Certificates”) on February 1, 2016;

WHEREAS, this motion evidenced a desire on the part of the Purchaser to exercise its option pursuant to Article X, Section 10.02 of the Agreement to prepay the Instalment Payments;

WHEREAS, the Seller and the Purchaser desire to amend the Agreement to delete the notice provision set forth in Section 10.02 of the Agreement in order to allow for the optional redemption of the outstanding Certificates on February 1, 2016;

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

1. Article X, Section 10.02, is hereby amended by deleting the third sentence that reads:

“Said option may be exercised by the District by giving written notice to the Corporation and the Trustee of the exercise of such option at least sixty (60) days prior to said date.”

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

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

PURCHASER

SELLER

By: _____
William Kahlert
President

By: _____
William Kahlert
President

ACKNOWLEDGED AND CONSENTED BY:

**TRUSTEE
U.S. BANK NATIONAL ASSOCIATION**

By: _____

Title: _____

APPROVED AS TO FORM

JONES & MAYER

By: _____
Tarquin Preziosi
General Counsel

95452630

INSTALLMENT SALE AGREEMENT

Dated as of May 1, 1998

by and between the

**ROSSMOOR COMMUNITY SERVICES PUBLIC IMPROVEMENTS
FINANCING CORPORATION, as Seller**

and the

ROSSMOOR COMMUNITY SERVICES DISTRICT, as Purchaser

**\$1,050,000
Certificates of Participation
(1998 Rossmoor Wall Project)**

ARTICLE X

PREPAYMENT OF INSTALLMENT PAYMENTS

Section 10.01. Prepayment. The District shall have the right to prepay the Installment Payments, but only in the manner, at the times and in all respects in accordance with the provisions of this Article X.

Section 10.02. Optional Prepayment. Subject to the terms and conditions of this Section 10.02, the Corporation hereby grants an option to District to prepay the Installment Payments in full, by paying the total unpaid principal component of the Installment Payments as set forth in Exhibit C or in part, but not in an amount of less than \$5,000 or any integral multiple thereof, at any one time. Said option may be exercised with respect to Installment Payments due on and after August 1, 2009 on any Installment Payment Date on or after August 1, 2008. Said option shall be exercised by District by giving written notice to the Corporation and the Trustee of the exercise of such option at least sixty (60) days prior to said date. Such option shall be exercised in the event of prepayment in full, by depositing by the applicable date of prepayment listed below, cash or Defeasance Obligations in the amount sufficient to pay the total unpaid Installment Payments as set forth in Exhibit C on said date, together with any Installment Payments then due but unpaid, or, in the event of prepayment in part, by depositing by the applicable date of prepayment listed below, an amount divisible by \$5,000 equal to the amount desired to be prepaid together with any Installment Payments then due but unpaid. In any event, said cash deposit or Defeasance Obligations shall be accompanied by or include an amount equal to the following prepayment price (applicable as of the date of redemption and expressed as a percentage of the total principal amount of Certificates redeemed with such prepayment on said date of redemption):

<u>Prepayment Dates</u>	<u>Prepayment Price</u>
August 1, 2008 and February 1, 2009	102.0%
August 1, 2009 and February 1, 2010	101.0%
August 1, 2010 and thereafter	100.0%

In the event of prepayment in part, the partial prepayment shall be applied by the Corporation or its assignee against Installment Payments in the amounts and years selected by the District, and if the District fails to so select, on a pro rata basis, and the District shall prepare (or cause to be prepared) and provide to the Trustee a revised schedule of Installment Payments reflecting said partial prepayment.

Section 10.03. Mandatory Prepayment From Net Proceeds of Insurance or Condemnation. The District shall be obligated to prepay the Installment Payments in whole or in part on any

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: December 8, 2015

To: Honorable Board of Directors

From: General Manager

Subject: RESIDENT REQUEST FOR TRIMMING OF STREET TREE BY A PRIVATE CERTIFIED ARBORIST

RECOMMENDATION:

Deny resident's request for trimming of a street tree by a private certified arborist.

BACKGROUND:

Policy No. 5020 Board Meeting Agenda governs the administration of the Board's Meeting Agenda. Section 5020.20 Public Requests provides for manner and method for placement of an Agenda Item by a member of the public. Ms. Joyce Bloom has submitted a request for trimming of a street tree by a private arborist. The request meets the District's requirements for placement of an Agenda Item.

Policy No. 3080 Parkway and Rossmoor Median Tree Maintenance, Section 3080.11 prohibits the pruning of a street tree by a person or their agents. Section 3080.30 Tree Trimming and Protection specifies that trees shall be trimmed by the District to maintain safety and clearance standards established by the County. Granting a resident the authority to trim a tree, regardless of the use of a certified arborist, would not guarantee that the tree would be trimmed in accordance with specified District and County standards. It is therefore, recommended that the request be denied.

ATTACHMENTS:

1. Letter dated November 20, 2015 from Ms. Joyce Bloom re: Request to Trim a Street Tree by a Certified Arborist.
2. Policy No. 5020 Board Meeting Agenda.
3. Policy No. 3080 Parkway and Rossmoor Way Median Tree Maintenance.

Agenda

Request to have
The plane tree in front
of 12101 Chaces Rd trimmed
by a certified arborist at
my expense in conformity
with the direction of the
R.C.S. D arborist Mary Ferguson.

Joyce Bloom
[REDACTED] Chaces Rd
Rosswood

[REDACTED]

NOV 26 2015
J.V.

Rossmoor Community Services District

Policy

No. 5020

BOARD MEETING AGENDA

5020.10 Development Procedure: The General Manager, in cooperation with the Board President shall prepare an Agenda for each Regular and Special Meeting of the Board. Any Director may contact the Board President to ask that an item be placed on Agenda (no later than two weeks prior to the meeting). The Board President shall determine either to direct the General Manager to place the item on the Agenda or to ask the Director to request that it be considered at the next Regular Meeting for placement at the subsequent meeting of the Board.

5020.20 Public Requests: Any member of the public may request that a matter directly related to District business be placed on the Agenda of a regularly scheduled meeting of the Board, subject to the following conditions:

5020.21 Request in Writing: The request must be in writing and be submitted to the General Manager together with supporting documents and information no later than two weeks prior to the meeting.

5020.22 District Jurisdiction: The General Manager shall be the sole judge of whether the public request is a matter related to the District's jurisdiction or business. No matter which is legally a proper subject for consideration by Board in closed session will be accepted under this policy.

5020.23 Appeal of Rejection: All decisions of the General Manager not to include an item on the Agenda may be appealed to the Board, at a subsequent Regular or Special Meeting of the Board.

5020.24 Time Limitations: The Board Chair may place limitations on the total time to be devoted to a public request issue at any meeting and may limit the time allowed for any one person to speak on the issue at the meeting.

5020.30 Agenda Format: The Board shall use a standardized and consistent Agenda format for all Regular Meetings. The Regular Meeting Agenda shall contain the following items and order of business:

A. ORGANIZATION

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Presentations
5. Board Elections (As required pursuant to Policy 5010.80.)

B. ADDITIONS TO AGENDA

C. PUBLIC COMMENT [three (3) minute limit per individual unless time is extended by the Board Chair and no time may be ceded from one speaker to the other unless approved by the Board Chair]

D. REPORTS TO THE BOARD (Board Committees, Board Appointed Citizen Committees)

E. CONSENT CALENDAR (All items approved in a single motion unless otherwise requested by a Director or a member of the public.)

1. Minutes
2. Routine Matters (Project Schedule, Revenue & Expense Report, Quarterly Tree Report, etc)

- F. PUBLIC HEARINGS
- G. RESOLUTIONS/ORDINANCES
- H. REGULAR CALENDAR
- I. GENERAL MANAGER ITEMS
- J. BOARD MEMBER ITEMS
- K. CLOSED SESSION*

*Closed sessions requiring District General Counsel will be held at the beginning of the Regular Meeting, starting at 6:30pm. Closed sessions that do not require District General Counsel will be held at this point in the agenda.

- L. ADJOURNMENT

5020.40 Staff Reports: All Items placed on the Agenda by the General Manager will be accompanied by a staff report. The staff report is intended to identify and summarize the issue. The staff report will offer recommendations for Board action, as appropriate.

5020.50 Special Meetings: The Special Meeting Agenda shall contain the specific subject matter as necessary for calling the Special Meeting.

5020.60 Posting of Agenda: In addition to the posting of the Agenda at the District Office, it shall be posted at Rossmoor Park and Montecito Center. Regular meeting agendas are to be posted at least seventy-two (72) hours prior to the scheduled meeting. The Agenda will also be noticed on the District's website as soon as practicable after the Agenda is delivered to the Board. The agenda for a Special Meeting or Committee meetings shall be posted at these locations at least twenty- four (24) hours prior to the meeting.

5020.70 Agenda Mailing: The Agenda is to be sent to all newspapers requesting it. In addition, it is to be sent to all individuals who so request and provide a stamped, self-addressed envelope and as otherwise required by the Brown Act.

5020.80 Executing Documents: The Board President (or Vice President, in the absence of the President) shall sign ordinances, resolutions, and contracts approved by the Board. The Secretary shall attest to the signature of the President or Vice President. When authorized by the Board, the General Manager may execute Agreements for services.

Adopted: December 8, 1993, February 14, 1996
Amended: February 9, 2000, June 8, 2000
Approved renumbering & format: October 8, 2002
Reaffirmed: March 11, 2003
Amended: April 13, 2004
Amended: March 13, 2007
Amended: March 8, 2011

Rossmoor Community Services District

Policy

No. 3080

PARKWAY AND ROSSMOOR WAY MEDIAN TREE MAINTENANCE

3080.00 Parkway and Median: A parkway, as described in this Policy, is the County of Orange (County) owned area between the sidewalk and curb. The median is the County owned area dividing Rossmoor Way.

3080.10 Public Property: Parkway and median trees are public, not private property. Every reasonable effort will be made to preserve this natural resource in order to retain and improve this local scenic and environmental asset.

3080.11 Homeowners, residents or their agents shall not plant, trim or remove parkway and median trees. The Rossmoor Community Services District (District) has the authority and responsibility to plant and trim trees either directly or through the County or other third parties. The District recommends removals to the County and the County has the authority to remove trees.

3080.12 The County of Orange is responsible for the preventative or remedial tree root pruning to aid in the control of sidewalk, curb and gutter damage. The District will coordinate with the County to perform this work and any other alternatives to tree removal.

3080.13 Request for inspections, planting, trimming or removal shall be made with the District office. A Customer Service Request (CSR) shall be initiated describing the request and action taken or not taken.

3080.14 No person shall remove, prune, trim, cut or otherwise damage a tree that is located in the parkway or median, or cause, permit, direct, or allow the removal, pruning, trimming, cutting, or damaging of a parkway or median tree, unless so authorized to do so pursuant to this policy.

3080.20 Tree Planting and Nurturing: All parkways at private residences shall have at least one tree, where feasible, and those currently without a tree(s) will have a tree(s) planted by the District as funds become available. Appropriately spaced tree plantings are required along the parkways of public properties, where feasible (e.g. parks, schools, flood control channels, etc.).

3080.21 Tree planting locations shall be determined by the District's Tree Consultant and/or Arborist and be based on recognized standards for the planting of trees.

3080.22 The District shall maintain a tree-planting program consistent with budgeted funds.

3080.23 The District shall maintain an inventory of all parkway and Rossmoor Way median trees. The District shall also maintain a current list of all potential sites for planting a tree within all public right of ways.

3080.24 Site selections for new tree plantings shall be based on a computerized inventory of Rossmoor parkway trees and vacant sites maintained by the District.

3080.25 New tree plantings shall be accomplished in accordance with the Rossmoor Parkway Tree Planting Specifications (Arborist Scope of Services) maintained by the General Manager.

3080.26 Trees planted by the District will minimally be in 24"box containers. Should budget constraints arise or a 24" box tree of a specific species not be available, a 15-gallon container tree may be substituted.

3080.27 A list of tree varieties approved by the Board for new or replacement trees shall be maintained by the District. The Tree Consultant shall recommend and the District shall select tree species based on the specified predominant tree species of the block if the tree is still on the approved species list and other factors such as availability or an alternate tree from the approved list of trees with similar characteristics.

3080.28 The General Manager shall maintain a Notification of Tree Planting document that specifies the required care of parkway trees. This includes instructions for newly planted parkway trees. The document shall be provided to each homeowner/resident of a newly planted parkway tree.

3080.29 The homeowner/resident has the responsibility for watering and caring for the parkway trees adjacent to their property in accordance with District instructions. A tree that must be replaced due to lack of care on the part of a homeowner/resident will require the homeowner/resident to pay the District for a replacement tree of the same or like species and size.

3080.30 Tree Trimming and Protection: Trees shall be trimmed by the District to maintain safety and clearance standards established by the County.

3080.31 Specifications delineating aesthetic tree trimming shall be in accordance with the requirements of the American National Standards Institute (ANSI A 300) maintained by the General Manager and shall become a part of any tree trimming contracts awarded by the District.

3080.32 The District shall maintain a tree trimming schedule for all parkway and median trees. Each tree shall be trimmed at least once every four years or as necessary according to species. Homeowners/residents desiring more frequent trimming or pruning can request such at the District office for a fee, which reflects the cost to the District. Tree trimming shall only be performed by the District's contract arborist.

3080.33 Notification by mail or by posting at the residence of scheduled tree trimming, planting, root pruning or removal shall be sent by the District to the homeowner/resident at least two (2) weeks prior to the planned work except for emergency safety removals by the County.

3080.40 Tree Removal: Only trees that are dead, structurally unsound or are creating problems that cannot be corrected without causing the tree to die or become unstable will be removed.

3080.41 Valid reasons for removing trees:

- A dead, rotting or seriously diseased tree that presents a danger of structural failure.
- Trees that present a hazard, such as a tree with weak roots, a tree with a split trunk or a tree with falling limbs that cannot be corrected with trimming.
- A diseased or insect infested tree that is a serious threat to nearby trees if removal is the best pest or disease control option.

- An unauthorized tree of the wrong species for its location
- Hardscape (sidewalks, curbs, driveways etc.) damage that requires repairs and if such repairs cannot be made without causing severe root damage that renders the tree structurally unsound.
- If in order to repair or replace a lateral sewer line, it is necessary to remove significant tree roots that would undermine the structural integrity of a tree. This need must be demonstrated to the District by the homeowner through video evidence of the location and extent of damage to the sewer lateral. During excavation, the sewer line must be exposed and be available to the District for a visual inspection to determine the need for the tree removal.
- Home remodeling that requires removal of a tree. If this is driveway relocation, the homeowner must have a building permit and plot plan showing the tree to be removed is less than eight (8) feet from the proposed new driveway. The Homeowner must pay the District for the tree removal and the planting of a new 24-inch box tree selected by the District before the District will sign off on the building permit.
- Any reason deemed by the General Manager to be in the best interests of the District and/or homeowner/resident.

3080.42 Non-valid reasons for removing trees:

- Nuisances, such as dropping leaves, root ridges in lawn, messy fruit, berries or flowers, etc.
- Roots getting into sewer lines. It is the responsibility of the homeowner/resident to maintain their sewer line so that leakage from a line is repaired promptly. This will avoid tree roots from seeking the seeping nutrients and moisture from the line.
- Invasion of roots into water meter box that can be remedied with root pruning. The General Manager will determine who is financially responsible for any necessary root pruning.
- Hardscape damage where repair coupled with root pruning can save the tree.

3080.50 Requests for Tree Inspections, Trimming or Removal and Disposition:

3080.51 A request for parkway tree inspection, trimming or, removal may be made in person, by telephone or in writing to the District office. A CSR will be generated, an inspection will be performed and a disposition will be made by the District.

3080.52 The action taken or not taken on a request will be reported back to the homeowner or his/her agent by the District. A requester has the right of appeal the final disposition of the request by the General Manager to the Board on any actions taken/not taken.

3080.60 Tree Protection: Unauthorized removal or damage to a parkway tree is a misdemeanor. In addition, the responsible person will be required to pay to the District the International Society of Arboriculture (ISA) value of the removed tree based on the ISA trunk formula method and the cost of a replacement tree in a 24-inch box.

3080.61 Parkway may not be cemented, bricked or covered with vegetation which prevents the planting of a parkway tree. Any such paving-over, cementing-over or other covering of a parkway shall be subject to the applicable permitting or other approval requirements of the County of Orange. For example, and not by way of limitation, any such paving-over, cementing-over or other covering of a parkway shall be subject to the applicable urban storm water runoff permit regulations as set forth in the applicable

National Pollution Discharge Elimination System (NPDES) permit program as established and administered by the County of Orange or other applicable state or regulatory body.

3080.62 Parkways may be covered with grass or other plants, so long as such grass or plants are not more than two (2) feet high or closer than 1½ feet from the base of the tree. [Any work on the parkway that could involve the pruning of tree roots must first be approved by the District.

3080.63 No swings or attachments of any type may be placed on parkway or median trees.

3080.70 Retention of Arborist: The District will retain an ISA certified arborist to assist the General Manager in the performance of specifications called out in the Scope of Services as detailed in the Agreement with the contract arborist.

3080.80 Enforcement of Policy:

3080.81 Pursuant to Government Code Section 61600(j) and (k), the District has the authority to perform work and improvements on or about any street in Rossmoor, subject to the consent of the County.

3080.82 Pursuant to Government Code Section 61621.5(c), Resolution 99-1-13-1 provides that the County has granted the District the power of a county road commissioner to regulate certain activities. In its role as a County Road Commissioner, the District may regulate and perform certain activities in connection with the planting, removing, cutting, injuring or destroying any tree, shrub, plant or flower growing on any parkway or median. Pursuant to Government Code Section 61621.5(c) and Streets and Highways Code Section 1460, anyone who violates this policy will be subject to the appropriate legal remedy including liability for all expenses and damages caused thereby to the County and District and could be found criminally liable for a misdemeanor.

3080.83 The District may notify the responsible person of any violation of this policy. If the responsible person refuses to correct the violation after such notification, the District shall pursue other appropriate legal remedies for the collection of damages in order to compensate the District for all costs and expenses caused by the alleged violation of this policy. Nothing in this policy shall require the District to notify the responsible person prior to initiating a criminal action.

3080.84 The District may enforce this Policy by criminal and/or civil action, Where the District elects to proceed by other than criminal action, the following enforcement procedure shall apply:

(1) Send the Person a Notice/Demand Letter. The General Manager or his or her designee shall notify any person that his or her actions are in violation of this policy and may provide that person with the opportunity to correct the violation and/or pay the expenses and damages to the District incurred in correcting the violation. A demand for such payment shall be in the form of a notice/demand letter which sets forth the violation and the amount due and owing. In regard to correcting the violation, the District may take the initiative to correct the violation, such as replanting a parkway tree and also take the initiative in pursuing recovery of costs and expenses. The General Manager shall send a letter via first class mail to the address at which the violation occurred and/or to the last known address of the person causing the violation.

(2) Appeal to the Board. Any person who disputes the decision of the General Manager sent pursuant to subsection (1), above, may appeal that decision to the

Board by filing a written request to the General Manager for the matter to be placed on the Board Agenda for the next scheduled Regular Board meeting and payment of the appeal fee set forth in the Fee Schedule. Any such appeal must be in writing and must be delivered to the General Manager along with the applicable fee within ten (10) calendar days of the contested action and must state the specific action or inaction that is being challenged. The matter shall be placed on a subsequent Board Agenda if there is sufficient time to place the matter on the agenda for the next regularly scheduled meeting of the Board. The Board shall hold a hearing, admit evidence, and shall render a decision on the matter. The decision of the Board shall be final.

(3) Civil Litigation If any person fails or refuses to correct the violation and/or to pay the amount owed, then the District may pursue civil litigation. Such litigation may seek injunctive relief whereby the District requests that the court order the resident to refrain from certain activities and/or require the person to take certain actions in order to be in compliance with the District's policy/regulations. In the event the District has taken the necessary action, such as replacing the parkway tree, the District may pursue litigation to obtain a judgment against the person in the amount of the expenses and damages that the District incurred in correcting the violation.

3080.85 Nuisance Enforcement by Civil Action & Attorney's Fees

(1) In addition to any other penalties authorized by law, any condition caused or permitted to exist in violation of this Policy shall be deemed a public nuisance and may be abated as such. Each and every day such condition continues shall be regarded as a new and separate offense.

(2) In addition to other penalties and enforcement mechanisms authorized by law, this Policy may be enforced by injunction issued by the superior court upon the suit of the District.

(3) In any action, administrative proceeding or special proceeding commenced by the District to abate a public nuisance, to enjoin a violation of any provision of this Policy, to enforce the provisions of this Policy, or to collect a civil debt owing to the District pursuant to this Policy, the prevailing party shall be entitled to recover its reasonable attorney's fees. The recovery of attorney's fees by the prevailing party is limited to those individual actions or proceedings in the District elect, at the initiation of that individual action or proceeding, to seek recovery of its own attorney's fees. Failure to make such an election precludes any entitlement to, or award of, attorney's fees in favor of any person or the District. In no action, administrative proceeding, or special proceeding shall an award of attorney's fees to a prevailing party exceed the amount of reasonable attorney's fees incurred by the District in the action or proceeding.

3080.90 Tree/Parkway Committee: The Tree/Parkway Committee is comprised of two Board Members and the General Manager. The President of the Board appoints the members to the Committee. The General Manager shall also provide a quarterly report to the Board giving a summary of all parkway and median tree plantings, trimmings, inspections and removals.

3080.100 Damage Claims: Claims for damages allegedly caused by parkway or median trees should be filed with the District. Such claims will be processed in accordance with District Procedures.

3080.110 Terms: Following are terms as used in this policy:

- Manicure Trimming—Ongoing yearly high quality trimming designed to maintain the shape and characteristics of the tree (commonly referred to as resort style which includes lacing of the canopy). This is not the type of tree trimming as performed by the District.
- Aesthetic Trimming (pruning)—Appropriate trimming performed by the District's arborist designed to maintain the general shape of the tree and eliminating dead, damaged or diseased branches and maintaining safety and clearance standards.
- Grid Trimming—Regularly scheduled and ongoing aesthetic trimming on a four year cycle performed by the District's contract Arborist according to a four section grid map of Rossmoor.
- Safety Trimming—Performed on an as-needed basis when a tree is identified as posing a hazard to property, street traffic or pedestrian traffic.
- Root Pruning—The cutting of roots to facilitate the replacement of curbs, gutters or sidewalks.
- Responsible Person—Means any person who violates, or who causes, permits, directs, or allows another person to violate, any provisions of this Policy.

3080.120 Challenge the Administrative and Quasi-Judicial Actions of the District-Time in Which Actions Must Be Brought: Any action challenging a final administrative order or decision by the District made as a result of a proceeding in which by law a hearing is required to be given, or evidence is required to be taken, and discretion regarding a final and non-appealable determination of facts is vested in the District, or in any of its boards, commissions, officers or employees must be filed within the time limits set forth in California Code of Civil Procedure Section 1094.6

Adopted: September 10, 2002
 Approved renumbering & format: October 10, 2002
 Reaffirmed: December 10, 2002
 Amended: December 9, 2003
 Amended: April 13, 2004
 Amended: October 12, 2004
 Amended: July 12, 2005
 Amended: December 13, 2005
 Amended: April 13, 2010
 Amended: June 14, 2011
 Amended: November 12, 2013
 Readopted by Ordinance 2014-01: January 14, 2014
 Readopted by Ordinance 2015-02: March 10, 2015

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: December 8, 2015

To: Honorable Board of Directors

From: General Manager

Subject: REQUEST FROM COUNTY REGISTRAR OF VOTERS FOR USE OF DISTRICT FACILITIES FOR POLL PLACES FOR THE 2016 PRIMARY AND GENERAL ELECTIONS

RECOMMENDATION:

Approve the request of the County Registrar of Voters for the use of the Rush Park Auditorium and the Rossmoor Community Center for polling places on June 7, 2016 and November 8, 2016 for the Primary and General Elections.

BACKGROUND:

The District has traditionally honored the request from the County Registrar of Voters for use of District facilities as polling places. The November 8, 2016 date falls on the same date as the Regular November meeting of the District's Board of Directors. Thus, the election date and Board meeting date would be in conflict with one another. It is therefore recommended that the Board approve the request for the use of District facilities and reschedule the November, 2016 Board meeting date.

The Registrar has to finalize its polling places prior to year end. Thus, their request must be considered and approved at this Board meeting. However, since the rescheduled Board meeting date cannot be determined until staff researches the availability of the broadcasting contractor and resolve other potential scheduling conflicts, it is recommended that the rescheduling decision be postponed to a future meeting of the Board.

ATTACHMENTS:

1. Letter dated September 9, 2015 from County Registrar of Voters re: Polling places for 2016 Elections.



REGISTRAR OF VOTERS
1300 South Grand Avenue, Bldg. C
Santa Ana, California 92705
(714) 567-7600
TDD (714) 567-7608
FAX (714) 567-7316
www.ocvote.com

NEAL KELLEY
Registrar of Voters

Mailing Address:
P.O. Box 11298
Santa Ana, California 92711

September 9, 2016

Henry Taboda
Rossmoor Community Service District
3001 Blume Dr
Los Alamitos, CA 90760

Re: Polling Places for 2016 Elections

Dear Mr. Taboda,

Thank you for partnering with the County of Orange to serve our community in the upcoming **2016** elections. Your city plays a vital role in the democratic process.

Enclosed is a List of Polling Places for the city sites needed. We are still in the early planning stages for the election and additional facilities may be requested as the need arises. Information to keep in mind:

- Polling places **must** open at 6:00 a.m. on Election Day and remain open until approximately 9:30 p.m. to complete closing procedures. Voting hours are from 7:00 a.m. to 8:00 p.m.
- An emergency contact for Election Day must be available from 6:00 a.m. to 9:30 p.m.
- A transportation company hired by the County will coordinate delivery and pick-up of voting equipment with each facility directly.
- Keep lighting on both inside and outside of facility from morning until 9:30 p.m.
- If there is a voting room change, please contact us immediately.

Please complete and sign the List of Polling Places and return within thirty days. Contact Adele Tagaloa, Polling Place Lead, at (714) 567-7576 with any questions.

Our election team is appreciative of your willingness to help, your flexibility, and your cooperation in hosting a polling place. We look forward to our partnership for the upcoming elections.

Thank you,

Election Services
Registrar of Voters

Pursuant to Elections Code §§ 18370: "No person, on election day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place, ...or an elections official's office.... do any electioneering... Any person who violates any of the provisions of this section is guilty of a misdemeanor."

POLLING PLACE INFORMATION - KEEP FOR YOUR RECORDS

June 7, 2016 Primary Election

November 8, 2016 General Election

Please review this information in preparation for Election Day.

E q u i p m e n t D e l i v e r y

- Area to store voting equipment. Delivered "cage" is 28" deep, 31" wide, and 60" high.
 - You will be contacted by the delivery vendor to schedule both delivery and pick up times of electronic voting equipment.
 - Delivery begins 10 days before Election Day and Pick-Up ends 10 days after the Election.
 - If your facility requires cones, ramps or tables/chairs, they will be delivered with the voting equipment.

B e f o r e E l e c t i o n D a y

- Adequate lighting (inside and outside) from morning until night.
- Access to the facility for Early Set Up (if available), usually the Monday before.
- Schedule custodial or facility staff to open the polling place at 6:00 a.m.

E l e c t i o n D a y

- Open the polling place at 6:00 a.m. on Election Day.
- Adequate lighting (inside and outside) from morning until night.
- Two live three-prong outlets.
- 1 - 2 tables.
- 4 - 6 chairs.
- Restroom access for Poll Workers.

Contact the Registrar of Voters office **IMMEDIATELY**
if there are any equipment delays, questions or concerns:
Polling Place Lead Adele Tagaloa 714-567-7576

Please make any necessary schedule notation or reminders on your calendar.

Thank you for your support!



Polling Places
Requested by the Registrar of Voters Neal Kelley
County of Orange

Henry Taboda
Rossmoor Community Service District
3001 Blume Dr
Los Alamitos, CA 90720

Work: (562)430-3707
 Other:
 Email:

Fax: (562)431-3710

Polling Locations for Agent

	Site can provide:	June 7, 2016 Primary Election	November 8, 2016 General Election
<input type="checkbox"/> 5843 Montecito Center 12341 Montecito Rd Los Alamitos, CA 90720 Emergency # _____	<input type="checkbox"/> 1-2 Tables <input type="checkbox"/> 4-6 Chairs	<input type="checkbox"/> Available	<input type="checkbox"/> Available
<input type="checkbox"/> 478 Montecito Center 12341 Montecito Rd Los Alamitos, CA 90720 Emergency # _____	<input type="checkbox"/> 1-2 Tables <input type="checkbox"/> 4-6 Chairs	<input type="checkbox"/> Available	<input type="checkbox"/> Available
<input checked="" type="checkbox"/> 482 Rossmoor Park Community Room 3232 Hedwig Rd Los Alamitos, CA 90720 Emergency # _____	<input type="checkbox"/> 1-2 Tables <input type="checkbox"/> 4-6 Chairs	<input type="checkbox"/> Available	<input type="checkbox"/> Available
<input checked="" type="checkbox"/> 4497 Rush Park 3021 Blume Dr Los Alamitos, CA 90720 Emergency # _____	<input type="checkbox"/> 1-2 Tables <input type="checkbox"/> 4-6 Chairs	<input type="checkbox"/> Available	<input type="checkbox"/> Available
<input checked="" type="checkbox"/> 3908 Rush Park 3021 Blume Dr Los Alamitos, CA 90720 Emergency # _____	<input type="checkbox"/> 1-2 Tables <input type="checkbox"/> 4-6 Chairs	<input type="checkbox"/> Available	<input type="checkbox"/> Available

Approval Signature: _____ Date: _____ Fee: Yes No

Notes: _____

Pursuant to Elections Code § 12283: "... If a city or county elections official specifically requests the use of a school building for polling places on an election day, the governing body having jurisdiction over the particular school building shall allow its use for the purpose requested..."

Pursuant to Elections Code § 18370: "No person, on election day, or at any time that a voter may be casting a ballot, shall, within 100 feet of a polling place, ... or an elections official's office, ... do any electioneering... Any person who violates any of the provisions of this section is guilty of a misdemeanor."

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REPORT OF THE PARKS & FACILITIES COMMITTEE RE: REQUEST FROM THE RHA FOR APPROVAL OF THE LANDSCAPE DEMONSTRATION PROJECT AT KEMPTON MINI-PARK

RECOMMENDATION:

Approve the recommendation of the Parks & Facilities Committee to approve the request of the RHA to proceed with the Landscape Demonstration Project at Kempton Mini-Park.

BACKGROUND:

The Parks & Facilities Committee met on December 3, 2015 to discuss the RHA's proposed landscape demonstration project at Kempton Mini-Park. The Committee reviewed the RHA's proposal and voted to recommend approval of the project by the District's Board of Directors.

Mr. Mark Nitikman, President of the RHA made a presentation at the beginning of the Board meeting which described the details of the project. Staff concurs with the recommendation of the Committee to approve the RHA's proposal and authorize commencement of the project.

ATTACHMENTS:

1. Parks & Facilities Committee Agenda Item C-1 dated December 3, 2015.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-1

Date: December 3, 2015
To: Parks and Facilities Committee
From: General Manager
Subject: DISCUSSION WITH GENERAL MANAGER RE: RHA LANDSCAPE
DEMONSTRATION PROJECT AT KEMPTON MINI-PARK

RECOMMENDATION:

It is recommended that the Committee review and make recommendations to Board on RHA's Landscape Demonstration Project at Kempton Mini-Park.

BACKGROUND:

In response to drought related issues, the RHA is proposing to assist the District in turf removal at Kempton Mini-Park. The RHA is proposing to remove grass turf and install drought tolerant landscaping. The RHA will present their proposal, including drawings and costs associated with the project.

ATTACHMENTS:

1. Kempton Park Plans

ROSSMOOR

COMMUNITY SERVICES DISTRICT



PIFC Meeting of the Board

Agenda Package

December 8, 2015

BOARD OF DIRECTORS

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

RUSH PARK
3021 Blume Drive
Rossmoor, California

**Tuesday, December 8, 2014
7:00 p.m. (see Call to Order)**

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m. (following adjournment of the Regular Meeting of the Board of Directors of the Rossmoor Community Services District to a meeting of the Public Improvements Financing Corporation)
2. ROLL CALL: Corporation Members Burgess, Casey, DeMarco, Maynard, President Kahlert
3. PLEDGE OF ALLEGIANCE
4. MINUTES:
 - a. Regular Meeting of January 14, 2014. (Information Only)
5. PRESENTATIONS: None.

B. ADDITIONS TO AGENDA

In accordance with Section 54954.2(b)(2) of the Government Code (Brown Act), action may be taken on items not on the agenda, which was distributed, if:

A majority of the Board determines by formal vote that an emergency exists per Section 5494.5 (work stoppage or crippling disaster which severely impairs public health and/or safety); or

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

C. PUBLIC FORUM

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

D. REPORTS TO THE CORPORATION-None

E. CONSENT CALENDAR - None.

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

F. PUBLIC HEARING - None.

G. RESOLUTIONS

1. RESOLUTION NO.15-12-08-01 A RESOLUTION OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FOR THE EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF PARTICIPATION IN 2016. *(Information Only)*

H. REGULAR CALENDAR

1. NOTICE TO THE CORPORATION FROM THE ROSSMOOR COMMUNITY SERVICES DISTRICT OF ITS INTENT TO RETIRE OUTSTANDING CERTIFICATES OF PARTICIPATION AND REQUESTING APPROVAL BY THE CORPORATION OF AN AMENDMENT TO THE INSTALLMENT SALE AGREEMENT BETWEEN THE PARTIES TO AMEND ARTICLE X, SECTION 10.02 OF SAID AGREEMENT TO DELETE 60 DAY NOTIFICATION PERIOD.

I. ADMINISTRATIVE ITEMS - None.

J. INFORMATIONAL ITEMS - None.

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

K. BOARD MEMBER ITEMS

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

L. CLOSED SESSION - None.

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

M. ADJOURNMENT

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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the December 8, 2015, 7:00 p.m. Special Meeting of the Board of Directors of the Rossmoor Community Services Public Improvements Financing Corporation was posted at least 72 hours prior to the time of the meeting.

ATTEST:


James D. Ruth
Corporation Secretary


Date

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM A-4a.

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: PUBLIC IMPROVEMENTS FINANCING CORPORATION (PIFC) MEETING OF JANUARY 13, 2015

RECOMMENDATION:

Receive the Minutes of the PIFC Meeting of January 13, 2015 as prepared by the Corporation's Secretary.

BACKGROUND:

The report reflects the actions of the Corporation at their PIFC January 13, 2015 Meeting of the Corporation as recorded by the Corporation's Secretary.

ATTACHMENTS:

1. Minutes-PIFC Meeting of January 13, 2015.

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

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 13, 2015

A. ORGANIZATION

1. CALL TO ORDER: By President Maynard at 9:10 P.M.

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

3. PLEDGE OF ALLEGIANCE

4. MINUTES:

a. Regular meeting of January 14, 2014

The Minutes of the Regular Meeting of January 14, 2014 were received and filed as submitted for informational purposes, since approved the prior year.

5. PRESENTATIONS – None

6. ELECTION OF OFFICERS

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

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

The President requested nominations to appoint General Manager, James D. Ruth as Secretary and Treasurer of the Corporation and to appoint Jenkins & Hugin as District General Counsel. A roll call vote was taken. Motion to to appoint General Manager,

James D. Ruth as Secretary and Treasurer of the Corporation and to appoint Jenkins & Hugin as District General Counsel passed 5-0.

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

1. RESOLUTION NO. 15-01-13-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

Approve by roll call vote, Resolution No. 15-01-13-1, directing the General Manager to include the names of the newly elected officers and appointees, and by reading the title only and waiving further reading as follows:

RESOLUTION NO. 15-01-13-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

Motion by Director Casey, seconded by Director DeMarco to approve Resolution No. 15-01-13-1. Motion to approve Resolution No. 15-01-13-1 unanimously passed by roll call vote, 5-0.

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

Motion by Director Casey, seconded by Director Kahlert, to adjourn the meeting at 9:15 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
Secretary

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM G-1

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: ROSSMOOR COMMUNITY SERVICES DISTRICT RESOLUTION
NO. 15-12-08-01 RE: EARLY RETIREMENT OF ROSSMOOR
WALL CERTIFICATES OF PARTICIPATION (INFORMATION
ONLY)

RECOMMENDATION:

Receive resolution.

BACKGROUND:

The attached resolution of the District memorializes their actions at their November Board meeting. It is only provided as background for Agenda Item H-1 which follows further in this Agenda.

ATTACHMENTS:

1. Resolution No. 15-12-08-01 A Resolution of the Rossmoor Community Services District for the Early Retirement of Rossmoor Wall Certificates of Participation in 2016.

INFORMATION ONLY

RESOLUTION NO. 15-12-08-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF
THE ROSSMOOR COMMUNITY SERVICES DISTRICT
FOR THE EARLY RETIREMENT OF ROSSMOOR WALL CERTIFICATES OF
PARTICIPATION IN 2016.**

WHEREAS, the District is a party to the Installment Sale Agreement Dated as of May 1, 1998 by and Between The Rossmoor Community Services District Public Improvements Financing Corporation, As Seller, And The Rossmoor Community Services District, as Purchaser (“Agreement”); and

WHEREAS, at the November 10, 2015 meeting of the Board of Directors of the Rossmoor Community Services District, the Board of Directors resolved by a vote of 5-0 to transfer \$40,700 from Fund 40 back to Fund 30; and

WHEREAS, at the November 10, 2015 meeting of the Board of Directors of the Rossmoor Community Services District, the Board of Directors resolved by a vote of 4-1 (President Kahlert voted no) to utilize funds in Fund 30 for the purposes of the early retirement of Rossmoor Wall Certificates of Participation in 2016; and

WHEREAS, the Board of Directors of the Rossmoor Community Services District desires to memorialize these resolutions by formal written resolution as set forth below, to be effective as of November 10, 2015; and

NOW, THEREFORE, the Board of Directors of the Rossmoor Community Services District Public DOES HEREBY RESOLVE as follows:

Section 1. The District desires to exercise its option to pre-pay the Installment Payments under Article X of the Agreement in order to effectuate the early retirement of Rossmoor Wall Certificates of Participation (COP’s) in 2016.

Section 2. This Resolution shall be effective as of November 10, 2015.

ADOPTED, SIGNED AND APPROVED THIS 8th day of December, 2015.

Bill Kahlert, President
Rossmoor Community Services District

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM H-1

Date: December 8, 2015
To: Honorable Board of Directors
From: General Manager
Subject: NOTICE TO THE CORPORATION FROM THE ROSSMOOR COMMUNITY SERVICES DISTRICT OF ITS INTENT TO RETIRE OUTSTANDING CERTIFICATES OF PARTICIPATION RE: ROSSMOOR WALL

RECOMMENDATION:

Approve:

AMENDMENT NO. 1 TO INSTALLMENT SALE AGREEMENT DATED MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER

BACKGROUND:

The Board of Directors of the Rossmoor Community Services District desires to retire early, Certificates of Participation (COP's) for the Rossmoor Wall. In order for that to occur on February 2, 2016, the District's Board will adopt a resolution which memorializes their actions at the November meeting of the Board. The resolution is a part of this agenda for information purposes only.

Further, in order for the proposed action to occur on the stated date, the Corporation must approve an amendment to the Installment Sale Agreement deleting the 60 day notice from the District to the Corporation of the proposed early retirement of the COP's.

Attached is an amendment prepared by General Counsel for the Corporations adoption. Once approved, the District will provide the Trustee with all the necessary documents and final payment to conclude a final transaction on February 2, 2016.

ATTACHMENTS:

1. Draft Amendment No. 1 to Installment Sale Agreement by and between the Rossmoor Community Services Public Improvement Financing Corporation, as Seller, and the Rossmoor Community Services District, as Purchaser.
2. Installment Sale Agreement, Article X, Page 21.

**AMENDMENT NO. 1 TO INSTALLMENT SALE AGREEMENT DATED AS OF MAY 1, 1998 BY AND BETWEEN THE ROSSMOOR COMMUNITY SERVICES PUBLIC IMPROVEMENTS FINANCING CORPORATION, AS SELLER, AND THE ROSSMOOR COMMUNITY SERVICES DISTRICT, AS PURCHASER
\$1,050,000
CERTIFICATES OF PARTICIPATION
(1998 ROSSMOOR WALL PROJECT)**

This Amendment No. 1 (“Amendment”) to the Installment Sale Agreement Dated as of May 1, 1998 by and Between The Rossmoor Community Services Public Improvements Financing Corporation, as Seller, and The Rossmoor Community Services District, as Purchaser (“Agreement”) is made and entered into this 8th day of December, 2015 by and between the Seller and the Purchaser.

RECITALS

WHEREAS, at the November 13, 2015 meeting of the Board of Directors of the Rossmoor Community Services District (RCS D Board of Directors), the RCS D Board of Directors resolved by a vote of 5-0 to transfer \$40,700 from Fund 40 back to Fund 30; and

WHEREAS, at the November 13, 2015 meeting the RCS D Board of Directors resolved by a vote of 4-1 to utilize funds in Fund 30 for the purposes of prepaying the Installment Payments (as defined in the Agreement) in full and to redeem prior to maturity the outstanding Rossmoor Community Services Public Improvements Financing Corporation \$940,000 Certificates of Participation (1998 Rossmoor Wall Project) (“Certificates”) on February 1, 2016;

WHEREAS, this motion evidenced a desire on the part of the Purchaser to exercise its option pursuant to Article X, Section 10.02 of the Agreement to prepay the Instalment Payments;

WHEREAS, the Seller and the Purchaser desire to amend the Agreement to delete the notice provision set forth in Section 10.02 of the Agreement in order to allow for the optional redemption of the outstanding Certificates on February 1, 2016;

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

1. Article X, Section 10.02, is hereby amended by deleting the third sentence that reads:

“Said option may be exercised by the District by giving written notice to the Corporation and the Trustee of the exercise of such option at least sixty (60) days prior to said date.”

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

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

PURCHASER

SELLER

By: _____
William Kahlert
President

By: _____
William Kahlert
President

ACKNOWLEDGED AND CONSENTED BY:

**TRUSTEE
U.S. BANK NATIONAL ASSOCIATION**

By: _____

Title: _____

APPROVED AS TO FORM

JONES & MAYER

By: _____
Tarquin Preziosi
General Counsel

95452630

INSTALLMENT SALE AGREEMENT

Dated as of May 1, 1998

by and between the

**ROSSMOOR COMMUNITY SERVICES PUBLIC IMPROVEMENTS
FINANCING CORPORATION, as Seller**

and the

ROSSMOOR COMMUNITY SERVICES DISTRICT, as Purchaser

**\$1,050,000
Certificates of Participation
(1998 Rossmoor Wall Project)**

ARTICLE X

PREPAYMENT OF INSTALLMENT PAYMENTS

Section 10.01. Prepayment. The District shall have the right to prepay the Installment Payments, but only in the manner, at the times and in all respects in accordance with the provisions of this Article X.

Section 10.02. Optional Prepayment. Subject to the terms and conditions of this Section 10.02, the Corporation hereby grants an option to District to prepay the Installment Payments in full, by paying the total unpaid principal component of the Installment Payments as set forth in Exhibit C or in part, but not in an amount of less than \$5,000 or any integral multiple thereof, at any one time. Said option may be exercised with respect to Installment Payments due on and after August 1, 2009 on any Installment Payment Date on or after August 1, 2008. Said option shall be exercised by District by giving written notice to the Corporation and the Trustee of the exercise of such option at least sixty (60) days prior to said date. Such option shall be exercised in the event of prepayment in full, by depositing by the applicable date of prepayment listed below, cash or Defeasance Obligations in the amount sufficient to pay the total unpaid Installment Payments as set forth in Exhibit C on said date, together with any Installment Payments then due but unpaid, or, in the event of prepayment in part, by depositing by the applicable date of prepayment listed below, an amount divisible by \$5,000 equal to the amount desired to be prepaid together with any Installment Payments then due but unpaid. In any event, said cash deposit or Defeasance Obligations shall be accompanied by or include an amount equal to the following prepayment price (applicable as of the date of redemption and expressed as a percentage of the total principal amount of Certificates redeemed with such prepayment on said date of redemption):

<u>Prepayment Dates</u>	<u>Prepayment Price</u>
August 1, 2008 and February 1, 2009	102.0%
August 1, 2009 and February 1, 2010	101.0%
August 1, 2010 and thereafter	100.0%

In the event of prepayment in part, the partial prepayment shall be applied by the Corporation or its assignee against Installment Payments in the amounts and years selected by the District, and if the District fails to so select, on a pro rata basis, and the District shall prepare (or cause to be prepared) and provide to the Trustee a revised schedule of Installment Payments reflecting said partial prepayment.

Section 10.03. Mandatory Prepayment From Net Proceeds of Insurance or Condemnation. The District shall be obligated to prepay the Installment Payments in whole or in part on any