

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board Agenda Package

January 8, 2019

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 8, 2019

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, Kahlert, Maynard, Nitikman
President DeMarco
3. PLEDGE OF ALLEGIANCE:
4. PRESENTATIONS:
 - a. President DeMarco (2018) State of the District Address
 - b. Presentation by Director Amy Lakin Re: Casa Youth Shelter in Los Alamitos
5. ELECTION OF OFFICERS

B. ADDITIONS TO AGENDA – None

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD:

1. FACILITY RENTAL USAGE AND INFORMATION REPORT

E. CONSENT CALENDAR

1. MINUTES

a. Regular Board Meeting of December 11, 2018.

2. NOVEMBER 2018 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. 19-01-08-01 LIST OF OFFICIALS AUTHORIZED TO TRANACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS.
2. RESOLUTION NO. 19-01-08-02 REJECTION OF GOVERNMENT CLAIM.

ORDINANCES-None

H. REGULAR CALENDAR

1. DISCUSSION AND POSSIBLE ACTION RE: TWO REPLACEMENT TREES FOR RUSH PARK PARKING LOT PLANTER

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.

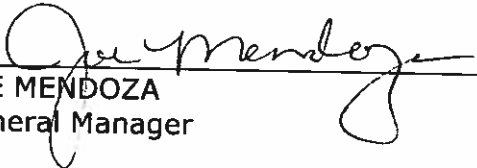
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the 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 January 8, 2019, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:

 Date 1/4/19

JOE MENDOZA
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: January 8, 2019

To: Honorable Board of Directors

From: Board President Tony DeMarco

Via: General Manager Joe Mendoza

SUBJECT: 2018 STATE OF THE DISTRICT ADDRESS

RECOMMENDATION:

Receive presentation.

BACKGROUND:

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

ATTACHMENTS:

1. 2018 State of the District Address



**STATE OF THE DISTRICT
2018
PRESENTED BY:
Tony DeMarco, Board President
Rossmoor Community Services District**

At this first meeting of the Rossmoor Community Services District in 2019, it is my pleasure to report on the *State of the District* for 2018.

The District has had an exciting and successful year, while maintaining a sound fiscal position. It has been a priority of the Board to ensure that the District is well-maintained and that our residents continue to enjoy the excellent quality of life that is expected in Rossmoor.

At the same time, the Board has focused on increasing our reserves. This goal has been accomplished by reducing our operational costs, maximizing our productivity through the implementation of numerous efficiencies within the District, and updating the five-year fiscal plan to ensure future financial stability.

The Approved Budget estimates that we will close out our current FY 2018-2019 budget with approximately \$172,000 of revenue over expenses. The FY 2017/2018 Audited Beginning Fund 10 Balance (reserves) was \$1,009,301. If no large projects are approved by the Board this fiscal year, the District's reserve account would increase to approximately \$1,181,000. The last time our reserve account exceeded \$1M was 2008.

In November, the Board of Directors received an unmodified audit report from our auditing firm Rogers, Anderson, Malody & Scott (RAMS), with no management findings. This was the fifth consecutive year we have achieved these outstanding results.

Rossmoor continues to have a low crime rate and offers a very safe environment. We especially appreciate the Orange County Sheriff's Department for the public safety services it provides to our residents and its partnership with the District. This year we collaborated on another successful community Drug Take Back Day, National Walk to School Event, public safety campaigns and were provided with enhanced security at the District's well attended events. At a recent board meeting, Lieutenant Pat Rich reported that if Rossmoor were a city, it would be ranked as the fourth safest city in Orange County, California.

Thanks to Los Alamitos Unified School District's supportive and stellar leadership and the RCSD Board's proactive outreach, the District is fortunate to have an excellent working relationship with the school district. Recognized as one of the finest districts in the state, we are proud of the four highly ranked elementary schools located within the Rossmoor community. Superintendent Dr. Sherry Kropp recently announced her retirement. Dr. Kropp's professionalism, energy and enthusiasm will be

greatly missed. The RCSD Board and staff are looking forward to working with LAUSD's new leadership in what we anticipate to be a seamless transition.

The Concerts/Movies in the Park and Shakespeare in the Park continued to be extremely popular in the community, attracting approximately 1,500 participants at each event. We also continue to contract with The Los Alamitos Youth Center to provide a full range of activities for hundreds of youth during the after school and summer programs.

The Fourth Annual Rossmoor Winter Festival was held last month at Rush Park with an estimated 3,500 residents enjoying an evening of outstanding entertainment from local school groups and the community, food trucks, a snow area, exotic petting zoo, trolley rides, arts and crafts, Santa and the Grinch. We especially want to thank our wonderful sponsors, volunteers and staff for helping to make this outstanding holiday event a success. Special thanks to Title Sponsor Chamberlain Realty, Jones & Mayer, Southern California Gas Company, Rossmoor Homeowners Association and Assemblyman Tyler Diep for his attendance. The District utilized 78 volunteers which amounted to a total of 182.75 hours with a monetary value of \$2193.00 (@ \$12 hr.). The District appreciates and depends on volunteers to assist and provide services in order to maintain efficient operations. We are looking forward to expanding our volunteer program to better serve Rossmoor. The volunteer program will create community, provide more services, instill pride and include a recognition component to honor and acknowledge individuals.

The District continues to invest in the maintenance and upkeep of its parks and facilities. District restrooms have been upgraded with new countertops and tile restoration, LED lighting and new paint. Kempton Mini-Park was enhanced with the restoration of plant material and the addition of a Little Free Library which has been embraced by residents.

The District has been working with Southern California Edison towards the installation of 796 new Light Emitting Diodes (LED) lighting fixtures in Rossmoor. Approved in June 2018, the installation project is scheduled for February 2019. The new lights will help to increase community safety, road visibility, and also provide a cost savings to the District.

It was the consensus of the Board to maintain a uniform 3000K LED color temperature throughout the community, and increase the wattage as needed on the main arterial roads and around schools and parks.

Rossmoor takes great pride in its urban forest, receiving the Tree City USA designation for the eighth consecutive year. The District's Urban Forestry Department continues to manage the over 5,000 parkway and park trees that provide environmental, economical, health and social benefits to the community. During this past year, staff had 135 trees planted to replace those lost to drought and disease, responded to 467 tree related citizen service requests and arranged for over 1,200 trees to be trimmed.

The District made significant accomplishments in the technology arena this year. Online tennis and picnic site reservations and credit card payments were launched last January. The Rossmoor Winter Festival website was updated to reflect the latest branding and design elements, while a Winter Festival Facebook event page was also added to promote this event. The volunteer website "SignUp.com" was

utilized to manage and coordinate the 78 Rossmoor Winter Festival event volunteer database. Website traffic and event attendance continues to increase with these technology advances.

In October, we said goodbye to Jim Ruth who served as General Manager for five years. Mr. Ruth brought a great wealth of knowledge and experience that he shared with us during his tenure. He developed and mentored our staff and provided wonderful leadership. He assisted the Board as we looked for his successor. Joe Mendoza took the reins in October and he has been working diligently to serve the community in his new position as General Manager.

I would like to thank the RSCD staff for their continued dedication and hard work. Our community is served well by this small team and we appreciate their assistance throughout the year. It has been my honor and privilege to serve as your Board President in 2018.

As we conclude the 2018 calendar year and look forward to great things for the RCSD in 2019, I would like to express my appreciation to the entire Board of Directors for their support and hard work as we worked our way through an exciting year for the District. We have certainly had some challenges, however, I appreciate that we have worked together to meet them, and serve our Rossmoor residents to the best of our ability.

Our fiscal position is strong and our community's low crime rate and high quality of life continues to make living in Rossmoor one of the best places in the region to be.



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

SUBJECT: PRESENTATION BY DIRECTOR AMY LAKIN RE: CASA
YOUTH SHELTER IN LOS ALAMITOS

RECOMMENDATION:

Receive presentation.

BACKGROUND:

The report reflects the order of presentations for your regular January Meeting of the Board.

b. PRESENTATION BY DIRECTOR AMY LAKIN RE: CASA YOUTH
SHELTER IN LOS ALAMITOS

ATTACHMENTS: None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-5

Date: January 8, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ELECTION OF OFFICERS: PRESIDENT, FIRST VICE PRESIDENT AND SECOND VICE PRESIDENT.

RECOMMENDATION:

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

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

BACKGROUND:

District Policy No. 4040, Board Officers and Terms of Office, Section 4040.20 provides that the term for Board Officers shall be one year, and that the elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected.

The current officers are as follows:

Tony DeMarco, President
Mark Nitikman, 1st Vice President
Ron Casey, 2nd Vice President

ATTACHMENTS:

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

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

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

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

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

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

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

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

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: FACILITY RENTAL USAGE AND INFORMATION REPORT

RECOMMENDATION:

Receive and file report.

BACKGROUND:

Attached is the Facility Rental Usage and Information Report for calendar year 2018. This report is intended to provide the Board with information on how the District's facilities are currently being utilized so as to assist in future planning for CIP projects, as well as a baseline to compare annual usage and revenue, programs/activities in the furtherance of the District's goals and objectives. The report was prepared by the District's General Clerk in collaboration with Administrative Staff.

ATTACHMENTS:

1. Facility Rental Usage and Information Report.

2018 Facility Rentals

Facilities/Picnic/Fields	# of Rentals	Approx. Revenue	
Rush Park			
Auditorium & East Room	60		
Picnic Rentals	138	\$	82,500.00
Montecito Center			
Montecito Center	41	\$	23,000.00
Rossmoor Park			
Community Room	5		
Picnic Rentals	59	\$	18,000.00
Fields			
Field Rentals	45	\$	24,000.00
		\$	147,500.00

*Note: Long term rentals have been counted as one time rentals (i.e. Calvary Chapel Church, GOND Church, The Youth Center, Li'l Cottonwood & Children's Garden Preschools)

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: January 8, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MINUTES: REGULAR MEETING OF DECEMBER 11, 2018

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of December 11, 2018 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of December 11, 2018 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of December 11, 2018 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, December 11, 2018

A. ORGANIZATION

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

- 2. ROLL CALL:** Directors Casey, Nitikman
President DeMarco
Directors Kahlert and Maynard had excused absences

3. PLEDGE OF ALLEGIANCE: Led by Cub Scouts Pack 657

4. PRESENTATIONS:

a. McAuliffe Middle School Acapella Choir Performance

McAuliffe Middle School students Jamie Nguyen, Lea Guijarro, Sam Sutherland, Ashley Agatep and Jizelle Garcial gave a seasonal Acapella Choir performance. Applause ensued. The presentation was received and filed.

b. Orange County Fire Authority Presentation Re: Holiday Fire Safety

Orange County Fire Authority Community Relations/Education Specialist, Brandi Najm reported to the Board regarding OCFA's holiday fire safety campaign. She provided fire prevention tips such as being careful to not overload electrical outlets. She also encouraged everyone to install and maintain working smoke alarms in a number of key locations throughout the home. The report was received and filed.

5. CERTIFICATION OF ELECTION AND SWEARING IN OF NEWLY APPOINTED BOARD MEMBERS:

President DeMarco administered the Oath of Office to Director Mark Nitikman. Director Bill Kahlert was previously sworn in as he could not be present this evening. Both Directors will serve a four-year term. Photos were taken. Applause ensued.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Rossmoor resident Todd McHenry stated that he had met with former General Jim Ruth and General Manager Joe Mendoza regarding ideas for improving the street sweeping process in Rossmoor. He stated that there had been a seamless handover of the issue by formal General Manager Ruth and praised Joe Mendoza and the excellent RCSD Staff for their hard work and diligence in trying to resolve a complex issue involving a variety of agencies. President DeMarco thanked Mr. McHenry for working with staff and hoped to have a satisfactory resolution to the street sweeping issue in 2019.

D. REPORTS TO THE BOARD:

1. REPORT OF THE RECREATION SUPERINTENDENT REGARDING THE ROSSMOOR WINTER FESTIVAL

Recreation Superintendent Chris Argueta discussed the highlights of the upcoming 2018 Rossmoor Winter Festival. The event begins this Friday, December 14, 2018 at 6 p.m. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—NOVEMBER 13, 2018

1a. MINUTES SPECIAL BOARD MEETING—NOVEMBER 27, 2018

2. REVENUE AND EXPENDITURE REPORT—OCTOBER 2018

Motion by Director Nitikman, seconded by Director Casey to approve the Consent Calendar as submitted. Motion passed 3-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS—None

ORDINANCES—None

H. REGULAR CALENDAR:

1. REPORT OF THE BUDGET COMMITTEE RE: 2018 UPDATE OF THE FIVE-YEAR FISCAL PLAN

Henry Taboada with HTGroup Consulting reported to the Board on the update of the Five-Year Fiscal Plan as discussed at the November 27, 2018 Budget Committee Meeting. Brief discussion ensued relative to real estate market forecasts, ongoing facility maintenance costs and reserves.

Motion by Director Nitikman, seconded by Director Casey to accept the 2018 Update of the Five-Year Fiscal Plan. Motion passed 3-0. The report was received and filed.

I. GENERAL MANAGER ITEMS:

General Manager Joe Mendoza reported that the ongoing public works construction project repairing and replacing damaged sections of concrete, including pedestrian access ramps, curbs and gutters and drive approaches will conclude this year. Also included is a slurry seal and overlay project in the Spring of 2019. He added that he was happy to see that drainage from the recent rains was vastly

improved due to the recent road repairs. Due to traffic studies conducted by the Orange County Traffic Committee a crosswalk has been added to Montecito Road at Copa de Oro Drive and will eventually replace the crosswalk at Tucker Lane at Montecito Road to enhance pedestrian safety.

Based on a Rossmoor resident complaint the Orange County Traffic Committee conducted an investigation at the intersection of Wallingsford Road and Ruth Elaine Drive, and are preparing a Work Order (WO) to install a “Do Not Block Intersection” sign, supplemental to the existing “Keep Clear” pavement markings on Wallingsford Road. This sign, which is regulatory and enforceable by law, will warn drivers from blocking the area. Additionally, the County has contacted law enforcement regarding the resident’s concerns and has requested additional enforcement in the area during peak hours of traffic flow. The WO will be sent to the County Operations and Maintenance (O&M) Division for implementation and will be completed as per O&M’s schedule, approximately 6-8 weeks from now. At the Board’s request staff looked into the tree city sign located on Katella Avenue in Los Alamitos, has made contact with City Staff and will report back at a later date.

The RCSD conducted a special meeting on November 27, 2018 and voted to upgrade our 796 street light poles to LED technology. The direction is to utilize 3000K throughout the district with residential poles utilizing 70W, parks and schools using 100W and Montecito Road, Orangewood Road, Bradbury Road and Saint Cloud Drive, upgraded to 150W. This will greatly enhance safety and visibility. The project is scheduled to begin in February 2019.

The General Manager added that the Board directed staff to pursue the purchase of an LAUSD modular unit. The School District is currently making plans to upgrade facilities and cannot make a commitment at this time. The four modular buildings that Superintendent Kropp initially offered have been claimed and are not available. Staff is researching other alternatives and costs and will keep the Board informed. Staff will be touring all facilities in January conducting a safety, space and facility needs review as well as Cal OSHA requirements.

As directed by the Board, staff has removed the two diseased trees at the Rush Park parking lot and will continue to research costs to asphalt and resurface the lot. The General Manager remarked that he was looking forward to a great Rossmoor Winter Festival and the entire staff wishes the community Happy Holidays.

J. BOARD MEMBER ITEMS:

Director Casey thanked the Orange County Fire Authority for their holiday fire safety presentation, Cub Scouts Pack 657 for the presenting of the colors and leading everyone in the Pledge of Allegiance and LAUSD McAuliffe Middle School Girl’s Choir for their musical performance which put everyone in the mood for the Rossmoor Winter Festival. He wished the community Happy Holidays, adding that he hoped to see them all at the winter festival in 3 days.

Director Nitikman echoed Director Casey’s praise for the evening’s presenters. He stated that the McAuliffe Middle School Choir was still as excellent as when his daughter was in the same choir 15 years ago and that he looked forward to seeing everyone on Friday at the Rossmoor Winter Festival. Director Nitikman remarked that it was rare to have a constituent attend the meeting, speak during public forum and praise the General Manager and staff; adding that it was well deserved. He also inquired about the portable speed monitor he observed on Montecito Road. The General Manager replied that Orange County Traffic Engineer Deepthi Arabolu had

installed it as part of a study. Director Nitikman concluded by explaining why he was sworn in to office without his name appearing on the ballot. He stated that since no other candidates ran against him and Director Kahlert—the two incumbents—the County appointed them to the Board. No election was necessary, which saved the District a substantial amount of money in election costs. He wished everyone Happy Holidays and reminded them to drive safely.

President DeMarco announced that he had sent a letter and copy of District Resolution No. 17-03-14-01 to Supervisor Steel restating the RCSD's position on the Foster Road Bike Lane issue. This was in response to the November 27, 2018 email the District received from Orange County Traffic Engineer Deepthi Arabolu informing the District that the County would be recommending removal of the parking restrictions from the bike lane on Foster Road/Hedwig Road in Rossmoor in a consent calendar item to be considered by the County Board of Supervisors at their meeting tentatively scheduled for December 18, 2018. President DeMarco thanked all the presenters and guests for doing a fantastic job. He praised Joe Mendoza for doing an excellent job in his new role as the District's General Manager. He also thanked Rossmoor Winter Festival Title Sponsors, The Chamberlain Realty Group and all the sponsors, vendors and volunteers for making the event possible. He asked the community to be patient with the County road construction and looked forward to the installation of new LED street lighting, President DeMarco concluded by wishing everyone Happy Holidays and a Happy New Year.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Nitikman, seconded by Director Casey to adjourn the regular meeting at 8:05 p.m. Motion passed 3-0.

SUBMITTED BY:

**Joe Mendoza
General Manager**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date December 11, 2018
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: REVENUE & EXPENDITURE REPORT – OCTOBER, 2018

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for October, 2018.

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, 2018.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 November 2018 @ 41.67%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	954,930.00	954,930.00	203,049.14	167,889.10	751,880.86	21.3
STREET LIGHT ASSESSMENTS	339,900.00	339,900.00	70,733.26	58,479.52	269,166.74	20.8
USE OF MONEY AND PROPERTY	8,000.00	8,000.00	9,094.23	0.00	-1,094.23	113.7
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	54,679.07	0.00	5,720.93	90.5
FEES AND SERVICES	190,000.00	190,000.00	66,779.25	16,533.50	123,220.75	35.1
OTHER REVENUE	22,000.00	22,000.00	435.60	0.00	21,564.40	2.0
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,575,230.00	1,575,230.00	404,770.55	242,902.12	1,170,459.45	25.7
Expenditures						
ADMINISTRATION	818,279.00	818,279.00	382,627.47	75,358.91	435,651.53	46.8
RECREATION	41,400.00	41,400.00	24,966.29	6,274.46	16,433.71	60.3
ROSSMOOR PARK	107,900.00	107,900.00	37,777.03	9,271.69	70,122.97	35.0
MONTECITO CENTER	20,624.00	20,624.00	13,222.23	6,625.00	7,401.77	64.1
RUSH PARK	127,480.00	127,480.00	63,966.33	5,511.41	63,513.67	50.2
STREET LIGHTING	103,000.00	103,000.00	43,207.16	8,679.64	59,792.84	41.9
ROSSMOOR WALL	2,300.00	2,300.00	1,062.04	0.00	1,237.96	46.2
STREET SWEEPING	55,120.00	55,120.00	23,384.29	4,738.28	31,735.71	42.4
PARKWAY TREES	113,380.00	113,380.00	29,836.31	9,447.41	83,543.69	26.3
MINI-PARKS, MEDIANS & TRIANGLE 4, 5	13,392.00	13,392.00	12,521.39	1,215.06	870.61	93.5
Total Expenditures	1,402,875.00	1,402,875.00	632,570.54	127,121.86	770,304.46	45.1

Please note: Due to changes in Department distributed charges, 2018-2019 Amended Budget will correct any outstanding percentages.

**Audited Fund Balance
 at June 30, 2018**

\$ 1,009,301.00

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 70 STREET SWEEPING							
CONTRACT SERVICES	55,120.00	55,120.00	23,384.29	4,738.28	0.00	31,735.71	42.4
STREET SWEEPING	55,120.00	55,120.00	23,384.29	4,738.28	0.00	31,735.71	42.4
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	780.00	780.00	264.79	48.99	0.00	515.21	33.9
OPERATIONS AND MAINTENANCE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CONTRACT SERVICES	86,500.00	86,500.00	22,801.52	-641.58	0.00	63,698.48	26.4
CAPITAL EXPENDITURES	26,000.00	26,000.00	6,770.00	10,040.00	0.00	19,230.00	26.0
PARKWAY TREES	113,380.00	113,380.00	29,836.31	9,447.41	0.00	83,543.69	26.3
Dept: 90 MINI-PARKS AND MEDIANS							
OPERATIONS AND MAINTENANCE	10,042.00	10,042.00	10,970.54	924.11	0.00	-928.54	109.2
CONTRACT SERVICES	3,250.00	3,250.00	1,550.85	290.95	0.00	1,699.15	47.7
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	13,392.00	13,392.00	12,521.39	1,215.06	0.00	870.61	93.5
Expenditures	1,402,875.00	1,402,875.00	632,570.54	127,121.86	0.00	770,304.46	45.1
Grand Total Net Effect:	-1,402,875.00	-1,402,875.00	-632,570.54	-127,121.86	0.00	-770,304.46	

REVENUE/EXPENDITURE REPORT
November 2018 @ 41.67%

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	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	881,680.00	881,680.00	169,657.77	165,189.90	0.00	712,022.23	19.2
3001 Current unsecured prop tax	27,000.00	27,000.00	20,008.23	0.00	0.00	6,991.77	74.1
3002 Prior secured property taxes	7,100.00	7,100.00	3,498.67	580.55	0.00	3,601.33	49.3
3003 Prior unsecured prop taxes	350.00	350.00	0.00	0.00	0.00	350.00	0.0
3004 Delinquent property taxes	800.00	800.00	724.78	0.00	0.00	75.22	90.6
3010 Current supplemental assessmnt	24,000.00	24,000.00	9,159.69	2,118.65	0.00	14,840.31	38.2
3020 Public utility tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
PROPERTY TAXES	954,930.00	954,930.00	203,049.14	167,889.10	0.00	751,880.86	21.3
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	339,900.00	339,900.00	70,733.26	58,479.52	0.00	269,166.74	20.8
ASSESSMENTS	339,900.00	339,900.00	70,733.26	58,479.52	0.00	269,166.74	20.8
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	8,000.00	8,000.00	9,094.23	0.00	0.00	-1,094.23	113.7
USE OF MONEY AND PROPERTY	8,000.00	8,000.00	9,094.23	0.00	0.00	-1,094.23	113.7
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.0
3305 County street sweep reimburse	55,000.00	55,000.00	54,679.07	0.00	0.00	320.93	99.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	54,679.07	0.00	0.00	5,720.93	90.5
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	25,000.00	25,000.00	8,641.75	1,298.50	0.00	16,358.25	34.6
3405 Wall Rental	500.00	500.00	200.00	40.00	0.00	300.00	40.0
3406 Ball field reservations	25,000.00	25,000.00	10,462.50	1,558.00	0.00	14,537.50	41.9
3410 Rossmoor building rental	18,500.00	18,500.00	5,141.00	1,782.50	0.00	13,359.00	27.8
3412 Montecito building rental	27,000.00	27,000.00	10,849.50	5,294.00	0.00	16,150.50	40.2
3414 Rush Park Building Rental	94,000.00	94,000.00	31,484.50	6,560.50	0.00	62,515.50	33.5
FEES AND SERVICES	190,000.00	190,000.00	66,779.25	16,533.50	0.00	123,220.75	35.1
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	2,000.00	2,000.00	435.60	0.00	0.00	1,564.40	21.8
3502 Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE	22,000.00	22,000.00	435.60	0.00	0.00	21,564.40	2.0
Dept: 00	1,575,230.00	1,575,230.00	404,770.55	242,902.12	0.00	1,170,459.45	25.7
Revenues	1,575,230.00	1,575,230.00	404,770.55	242,902.12	0.00	1,170,459.45	25.7
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	8,000.00	8,000.00	1,466.75	0.00	0.00	6,533.25	18.3
4006 SALARY - ADMINISTRATION	236,000.00	236,000.00	105,809.30	18,561.00	0.00	130,190.70	44.8
4007 Vehicle Allowance	250.00	250.00	37.95	0.00	0.00	212.05	15.2
4008 SALARY - RECREATION	114,764.00	114,764.00	57,526.31	15,055.40	0.00	57,237.69	50.1
4009 SALARY - PARK/TREE MAINTENANCE	142,800.00	142,800.00	55,834.41	8,206.81	0.00	86,965.59	39.1
4010 Workers Compensation Insurance	27,000.00	27,000.00	8,943.31	0.00	0.00	18,056.69	33.1
4011 Medical Insurance	91,000.00	91,000.00	32,284.15	5,932.07	0.00	58,715.85	35.5
4015 Federal Payroll Tax -FICA	34,000.00	34,000.00	17,913.84	3,254.70	0.00	16,086.16	52.7
4018 State Payroll Taxes	2,400.00	2,400.00	38.62	0.00	0.00	2,361.38	1.6
SALARIES AND BENEFITS	656,214.00	656,214.00	279,854.64	51,009.98	0.00	376,359.36	42.6
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	17,500.00	17,500.00	21,974.48	0.00	0.00	-4,474.48	125.6
5004 Memberships and Dues	6,400.00	6,400.00	6,611.19	499.19	0.00	-211.19	103.3
5006 Travel & Meetings	1,000.00	1,000.00	902.33	0.00	0.00	97.67	90.2

REVENUE/EXPENDITURE REPORT
November 2018 @ 41.67%

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	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							
5007 Televised Meeting Costs	21,100.00	21,100.00	7,225.40	3,515.20	0.00	13,874.60	34.2
5010 Publications & Legal Notices	6,500.00	6,500.00	4,584.03	1,028.94	0.00	1,915.97	70.5
5012 Printing	1,000.00	1,000.00	254.52	0.00	0.00	745.48	25.5
5014 Postage	2,000.00	2,000.00	2,072.76	913.82	0.00	-72.76	103.6
5016 Office Supplies	9,000.00	9,000.00	3,099.07	224.48	0.00	5,900.93	34.4
5020 Telephone	14,365.00	14,365.00	5,192.50	873.92	0.00	9,172.50	36.1
5021 Computer Costs	3,700.00	3,700.00	2,510.75	309.00	0.00	1,189.25	67.9
5045 Miscellaneous Expenditures	9,000.00	9,000.00	2,371.69	499.86	0.00	6,628.31	26.4
5046 Bank Service Charge	2,000.00	2,000.00	1,212.37	190.59	0.00	787.63	60.6
5050 Elections	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
OPERATIONS AND MAINTENANCE	101,065.00	101,065.00	58,011.09	8,055.00	0.00	43,053.91	57.4
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	23,000.00	23,000.00	16,440.00	2,220.00	0.00	6,560.00	71.5
5615 Financial Audit-Consulting	12,000.00	12,000.00	12,940.00	12,940.00	0.00	-940.00	107.8
5670 Other Professional Services	24,000.00	24,000.00	11,571.60	1,133.93	0.00	12,428.40	48.2
CONTRACT SERVICES	59,000.00	59,000.00	40,951.60	16,293.93	0.00	18,048.40	69.4
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	3,810.14	0.00	0.00	-1,810.14	190.5
CAPITAL EXPENDITURES	2,000.00	2,000.00	3,810.14	0.00	0.00	-1,810.14	190.5
ADMINISTRATION	818,279.00	818,279.00	382,627.47	75,358.91	0.00	435,651.53	46.8
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4007 Vehicle Allowance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
SALARIES AND BENEFITS	100.00	100.00	0.00	0.00	0.00	100.00	0.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	550.00	550.00	0.00	0.00	0.00	550.00	0.0
5012 Printing	0.00	0.00	21.72	0.00	0.00	-21.72	0.0
5017 Community Events	30,000.00	30,000.00	16,586.50	6,216.00	0.00	13,413.50	55.3
5019 Fireworks	8,700.00	8,700.00	8,000.00	0.00	0.00	700.00	92.0
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	40,000.00	40,000.00	24,608.22	6,216.00	0.00	15,391.78	61.5
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	800.00	800.00	358.07	58.46	0.00	441.93	44.8
CONTRACT SERVICES	800.00	800.00	358.07	58.46	0.00	441.93	44.8
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
RECREATION	41,400.00	41,400.00	24,966.29	6,274.46	0.00	16,433.71	60.3
Dept: 30 ROSSMOOR PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	0.00	0.00	10.86	0.00	0.00	-10.86	0.0
5018 Janitorial Supplies	4,500.00	4,500.00	1,382.66	977.39	0.00	3,117.34	30.7
5022 Utilities	14,000.00	14,000.00	5,261.45	1,096.52	0.00	8,738.55	37.6
5023 Water	25,750.00	25,750.00	3,750.59	0.00	0.00	21,999.41	14.6
5025 SECURED PROP TAX	950.00	950.00	463.83	0.00	0.00	486.17	48.8
5030 Vehicle Maintenance	800.00	800.00	544.77	26.53	0.00	255.23	68.1
5032 Building & Grounds-Maintenance	30,000.00	30,000.00	12,016.41	4,357.06	0.00	17,983.59	40.1
5034 Alarm Systems	850.00	850.00	405.30	137.18	0.00	444.70	47.7
5045 Miscellaneous Expenditures	450.00	450.00	0.00	0.00	0.00	450.00	0.0

REVENUE/EXPENDITURE REPORT

November 2018 @ 41.67%

Page: 3

1/4/2019

12:19 pm

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 30 ROSSMOOR PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
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	77,800.00	77,800.00	23,835.87	6,594.68	0.00	53,964.13	30.6
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	28,000.00	28,000.00	13,362.75	2,618.55	0.00	14,637.25	47.7
5656 Tree Trimming	1,300.00	1,300.00	242.81	0.00	0.00	1,057.19	18.7
5670 Other Professional Services	800.00	800.00	335.60	58.46	0.00	464.40	42.0
CONTRACT SERVICES	30,100.00	30,100.00	13,941.16	2,677.01	0.00	16,158.84	46.3
ROSSMOOR PARK	107,900.00	107,900.00	37,777.03	9,271.69	0.00	70,122.97	35.0
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	0.00	0.00	10.86	0.00	0.00	-10.86	0.0
5018 Janitorial Supplies	4,500.00	4,500.00	1,382.66	977.39	0.00	3,117.34	30.7
5022 Utilities	2,000.00	2,000.00	662.37	103.98	0.00	1,337.63	33.1
5023 Water	1,834.00	1,834.00	1,241.19	234.97	0.00	592.81	67.7
5025 SECURED PROP TAX	790.00	790.00	389.52	0.00	0.00	400.48	49.3
5030 Vehicle Maintenance	800.00	800.00	544.77	26.53	0.00	255.23	68.1
5032 Building & Grounds-Maintenance	4,000.00	4,000.00	6,545.50	4,793.31	0.00	-2,545.50	163.6
5034 Alarm Systems	500.00	500.00	412.66	139.41	0.00	87.34	82.5
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	15,424.00	15,424.00	11,189.53	6,275.59	0.00	4,234.47	72.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	2,800.00	2,800.00	1,454.75	290.95	0.00	1,345.25	52.0
5656 Tree Trimming	1,100.00	1,100.00	242.81	0.00	0.00	857.19	22.1
5670 Other Professional Services	800.00	800.00	335.14	58.46	0.00	464.86	41.9
CONTRACT SERVICES	4,700.00	4,700.00	2,032.70	349.41	0.00	2,667.30	43.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER	20,624.00	20,624.00	13,222.23	6,625.00	0.00	7,401.77	64.1
Dept: 50 RUSH PARK							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	0.00	0.00	10.87	0.00	0.00	-10.87	0.0
5018 Janitorial Supplies	4,500.00	4,500.00	1,386.80	980.32	0.00	3,113.20	30.8
5022 Utilities	22,000.00	22,000.00	12,004.88	0.00	0.00	9,995.12	54.6
5023 Water	37,080.00	37,080.00	23,039.13	0.00	0.00	14,040.87	62.1
5025 SECURED PROP TAX	3,700.00	3,700.00	1,775.11	0.00	0.00	1,924.89	48.0
5030 Vehicle Maintenance	800.00	800.00	544.91	26.53	0.00	255.09	68.1
5032 Building & Grounds-Maintenance	28,000.00	28,000.00	11,352.67	1,802.15	0.00	16,647.33	40.5
5034 Alarm Systems	750.00	750.00	181.26	25.40	0.00	568.74	24.2
5045 Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE	97,580.00	97,580.00	50,295.63	2,834.40	0.00	47,284.37	51.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	28,000.00	28,000.00	13,092.75	2,618.55	0.00	14,907.25	46.8
5656 Tree Trimming	1,100.00	1,100.00	242.81	0.00	0.00	857.19	22.1
5670 Other Professional Services	800.00	800.00	335.14	58.46	0.00	464.86	41.9

REVENUE/EXPENDITURE REPORT
November 2018 @ 41.67%

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 50 RUSH PARK								
	CONTRACT SERVICES	29,900.00	29,900.00	13,670.70	2,677.01	0.00	16,229.30	45.7
	RUSH PARK	127,480.00	127,480.00	63,966.33	5,511.41	0.00	63,513.67	50.2
	Dept: 60 STREET LIGHTING							
	Acct Class: 56 CONTRACT SERVICES							
5650	Lighting and Maintenance	103,000.00	103,000.00	43,207.16	8,679.64	0.00	59,792.84	41.9
	CONTRACT SERVICES	103,000.00	103,000.00	43,207.16	8,679.64	0.00	59,792.84	41.9
	STREET LIGHTING	103,000.00	103,000.00	43,207.16	8,679.64	0.00	59,792.84	41.9
	Dept: 65 ROSSMOOR WALL							
	Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002	Insurance - Liability	2,200.00	2,200.00	0.00	0.00	0.00	2,200.00	0.0
5032	Building & Grounds-Maintenance	100.00	100.00	1,062.04	0.00	0.00	-962.04	1062.0
	OPERATIONS AND MAINTENANCE	2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
	ROSSMOOR WALL	2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
	Dept: 70 STREET SWEEPING							
	Acct Class: 56 CONTRACT SERVICES							
5642	Street Sweeping	55,120.00	55,120.00	23,384.29	4,738.28	0.00	31,735.71	42.4
	CONTRACT SERVICES	55,120.00	55,120.00	23,384.29	4,738.28	0.00	31,735.71	42.4
	STREET SWEEPING	55,120.00	55,120.00	23,384.29	4,738.28	0.00	31,735.71	42.4
	Dept: 80 PARKWAY TREES							
	Acct Class: 40 SALARIES AND BENEFITS							
4007	Vehicle Allowance	780.00	780.00	264.79	48.99	0.00	515.21	33.9
	SALARIES AND BENEFITS	780.00	780.00	264.79	48.99	0.00	515.21	33.9
	Acct Class: 50 OPERATIONS AND MAINTENANCE							
5030	Vehicle Maintenance	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051	Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
	OPERATIONS AND MAINTENANCE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	Acct Class: 56 CONTRACT SERVICES							
5656	Tree Trimming	76,000.00	76,000.00	15,377.65	0.00	0.00	60,622.35	20.2
5657	Tree Care/Treatments	5,000.00	5,000.00	5,280.00	0.00	0.00	-280.00	105.6
5660	TREE REMOVAL	2,500.00	2,500.00	1,016.25	-700.00	0.00	1,483.75	40.7
5670	Other Professional Services	3,000.00	3,000.00	1,127.62	58.42	0.00	1,872.38	37.6
	CONTRACT SERVICES	86,500.00	86,500.00	22,801.52	-641.58	0.00	63,698.48	26.4
	Acct Class: 60 CAPITAL EXPENDITURES							
6015	Trees	26,000.00	26,000.00	6,770.00	10,040.00	0.00	19,230.00	26.0
	CAPITAL EXPENDITURES	26,000.00	26,000.00	6,770.00	10,040.00	0.00	19,230.00	26.0
	PARKWAY TREES	113,380.00	113,380.00	29,836.31	9,447.41	0.00	83,543.69	26.3
	Dept: 90 MINI-PARKS AND MEDIANS							
	Acct Class: 50 OPERATIONS AND MAINTENANCE							
5022	Utilities	1,150.00	1,150.00	308.65	26.49	0.00	841.35	26.8
5023	Water	6,592.00	6,592.00	3,937.07	510.86	0.00	2,654.93	59.7
5032	Building & Grounds-Maintenance	2,000.00	2,000.00	6,724.82	386.76	0.00	-4,724.82	336.2
5045	Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
	OPERATIONS AND MAINTENANCE	10,042.00	10,042.00	10,970.54	924.11	0.00	-928.54	109.2

REVENUE/EXPENDITURE REPORT

November 2018 @ 41.67%

Page: 5

1/4/2019

12:19 pm

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	2,800.00	2,800.00	1,454.75	290.95	0.00	1,345.25	52.0
5656 Tree Trimming	400.00	400.00	80.92	0.00	0.00	319.08	20.2
5670 Other Professional Services	50.00	50.00	15.18	0.00	0.00	34.82	30.4
<hr/>							
CONTRACT SERVICES	3,250.00	3,250.00	1,550.85	290.95	0.00	1,699.15	47.7
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
<hr/>							
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
<hr/>							
MINI-PARKS AND MEDIANS	13,392.00	13,392.00	12,521.39	1,215.06	0.00	870.61	93.5
<hr/>							
Expenditures	1,402,875.00	1,402,875.00	632,570.54	127,121.86	0.00	770,304.46	45.1
<hr/>							
Net Effect for GENERAL FUND	172,355.00	172,355.00	-227,799.99	115,780.26	0.00	400,154.99	-132.2
Change in Fund Balance:			-227,799.99				

REVENUE/EXPENDITURE REPORT

November 2018 @ 41.67%

Page: 6

1/4/2019

12:19 pm

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018	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	94,319.10	91,386.90	0.00	285,680.90	24.8
3101 Property assessments-prior yr	3,400.00	3,400.00	605.76	0.00	0.00	2,794.24	17.8
ASSESSMENTS	383,400.00	383,400.00	94,924.86	91,386.90	0.00	288,475.14	24.8
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	1,058.00	1,058.00	0.00	0.00	0.00	1,058.00	0.0
USE OF MONEY AND PROPERTY	1,058.00	1,058.00	0.00	0.00	0.00	1,058.00	0.0
Dept: 00	384,458.00	384,458.00	94,924.86	91,386.90	0.00	289,533.14	24.7
Revenues	384,458.00	384,458.00	94,924.86	91,386.90	0.00	289,533.14	24.7
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619 Bond Trustee	3,048.00	3,048.00	3,323.50	0.00	0.00	-275.50	109.0
CONTRACT SERVICES	23,048.00	23,048.00	3,323.50	0.00	0.00	19,724.50	14.4
Acct Class: 58 DEBT SERVICE							
5800 Principal	295,000.00	295,000.00	294,993.05	0.00	0.00	6.95	100.0
5801 Interest	56,265.00	56,265.00	32,705.00	0.00	0.00	23,560.00	58.1
DEBT SERVICE	351,265.00	351,265.00	327,698.05	0.00	0.00	23,566.95	93.3
RUSH PARK	374,313.00	374,313.00	331,021.55	0.00	0.00	43,291.45	88.4
Expenditures	374,313.00	374,313.00	331,021.55	0.00	0.00	43,291.45	88.4
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	10,145.00	10,145.00	-236,096.69	91,386.90	0.00	246,241.69	-2,327.2
Change in Fund Balance:			-236,096.69				

REVENUE/EXPENDITURE REPORT
November 2018 @ 41.67%

Page: 7
1/4/2019
12:19 pm

Rossmoor Community

For the Period: 7/1/2018 to 11/30/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS								
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
CAPITAL EXPENDITURES		11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
ROSSMOOR WALL								
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	0.00	0.00	2,718.16	565.16	0.00	-2,718.16	0.0
OPERATIONS AND MAINTENANCE		0.00	0.00	2,718.16	565.16	0.00	-2,718.16	0.0
CAPITAL PROJECTS		0.00	0.00	2,718.16	565.16	0.00	-2,718.16	0.0
Expenditures		11,500.00	11,500.00	2,718.16	565.16	0.00	8,781.84	23.6
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		-11,500.00	-11,500.00	-2,718.16	-565.16	0.00	-8,781.84	23.6
Change in Fund Balance:				-2,718.16				
Grand Total Net Effect:		171,000.00	171,000.00	-466,614.84	206,602.00	0.00	637,614.84	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: January 8, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
SUBJECT: RESOLUTION NO. 19-01-08-01-LIST OF OFFICIALS
AUTHORIZED TO TRANSACT BUSINESS WITH THE
DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

RECOMMENDATION:

Approve by roll call vote, Resolution No. 19-01-08-01 by reading the title only and waiving further reading as follows:

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

BACKGROUND:

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

ATTACHMENTS:

1. Resolution No. 19-01-08-01
2. List of Officials Authorized to Transact Business with the District's Banks and other Financial Institutions.
3. Policy No. 4055 District Bank and Investment Accounts.

RESOLUTION NO. 19-01-08-01

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

WHEREAS, the Rossmoor Community Services District did hold elections for new Board officers at its Regular Meeting on January 8, 2019.

WHEREAS, those Board officers assumed their elective duties at its Regular Meeting on January 8, 2019.

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

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

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

AYES:

NOES:

ABSENT:

ABSTAIN:

PASSED, SIGNED, AND ADOPTED this 8th day of January 2019.

By: _____
President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

EXHIBIT A

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

- PRESIDENT
- 1ST VICE PRESIDENT
- 2ND VICE PRESIDENT
- GENERAL MANAGER JOE MENDOZA
- ACCOUNTANT/BOOKKEEPER KATHLEEN BELL (Access only)

Rossmoor Community Services District

Policy

No. 4055

DISTRICT BANK AND INVESTMENT ACCOUNTS

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

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

4055.12 Payment Signing Approvals: Two signatures from official signatories shall be required on all payments issued by the District, either on actual checks or other documentation supporting the amount paid out.

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

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

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

Adopted: Resolution 87-5, January 28, 1987
Approved renumbering & format: October 8, 2002
Reaffirmed: June 10, 2003
Amended: July 12, 2005
Amended: July 13, 2010
Amended: July 13, 2010
Amended: November 11, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

SUBJECT: RESOLUTION NO. 19-01-08-02 REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION:

Approve by roll call vote, Resolution No. 19-01-08-02 by reading the title only and waiving further reading as follows:

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

BACKGROUND:

A claim in the amount of \$3,500.55 (*\$2,500.55 + \$1,000 deductible*) has been filed by Rossmoor Resident Ms. Yvette Gonzales; residing at 2942 Denmead Street, Lakewood, CA 90715, alleging damage to her property caused by a parkway tree located at 11251 Martha Ann Drive, Rossmoor, CA 90720. The claim was forwarded to Special District Risk Management Authority (SDRMA) who provides insurance for the District. They are advising the District to reject the claim.

The attached Resolution formally rejects the tort claim. Further action on the matter will be conducted in accordance with established liability claim procedures as recommended by SDRMA. By rejection of the claim, the matter will be turned back over to SDRMA for their decision on whether or not to pay the claim.

ATTACHMENTS:

1. Resolution No. 19-01-08-02 Rejection of Claim.
2. Claim: Dated December 8, 2018.
3. Email dated December 28, 2018 from SDRMA Advising the District to Reject the Claim.

ROSSMOOR COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 19-01-08-02

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

WHEREAS, a claim for monetary damages (Claim) was presented by Yvette Gonzales, dated December 8, 2018 against the Rossmoor Community Services District for property damages; and

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

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

BE IT FURTHER RESOLVED that the District's General Manager is authorized to give notice to Ms. Yvette Gonzales of this Board's decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action on the Claim. Such notice, together with a copy of this Resolution, shall be served upon Ms. Yvette Gonzales on or before January 22, 2018.

PASSED AND ADOPTED this 8th day of January, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

President
Rossmoor Community Services District

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

CLAIM FORM

(Please Type or Print)

CLAIM AGAINST ROSSMOOR COMMUNITY SERVICES DISTRICT

Claimant's name: Yvette Gonzales

DOB: ~~XXXXXXXXXX~~

Claimant's address: 2942 DENMEAD STREET LAKEWOOD CA 90

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

Date of incident/accident: DECEMBER 8, 2018

Date injuries, damages, or losses were discovered: DECEMBER 8, 2018

Location of incident/accident: 11251 MARTHA ANN DRIVE ROSSMOOR CA

What did entity or employee do to cause this loss, damage, or injury? _____

TREE BRANCH FELL ON TOP OF CAR

(Use back of this form or separate sheet if necessary to answer this question in detail.)

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

CITY OF ROSSMOOR, CALIFORNIA

What specific injuries, damages, or losses did claimant receive? windshield, rt. bumper,

Rt. fender, rearview mirror, broken glass cleanup, rental car

(Use back of this form or separate sheet if necessary to answer this question in detail.)

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

\$2500.55 + \$1,000.00 (deductible)

How was this amount calculated (please itemize)? ESTIMATE

FROM BELLFLOWER COLLISION

(Use back of this form or separate sheet if necessary to answer this question in detail.)

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

Date Signed: 12/13/18

Signature: Yvette Gonzales

If signed by representative: _____

RECEIVED

DEC 19 2018

Representative's Name _____ Address _____

Telephone # _____



Photo 11

Claim Reference Id: FXP-0421533-01

File Name: PHOTO10

File Date: 12/11/2018

Label: Photo 11

Note: Owner:Yvette,Gonzales|Style:2006,PONT,GTO|Insured :Yvette,Gonzales|LossDate:12/08/2018|ClaimRepresentative:RAPID RESPONSE|ShopName:BELLFLOWER

Photo Location: BELLFLOWER COLLISION

Photo Taken By: Scott Baca

Estimate Indicator: E01



Photo 08

Claim Reference Id: FXP-0421533-01

File Name: PHOTO6

File Date: 12/11/2018

Label: Photo 08

Note: Owner: Yvette, Gonzales | Style: 2006, PONT, GTO | Insured : Yvette, Gonzales | Loss Date: 12/08/2018 | Claim Representative: RAPID RESPONSE | Shop Name: BELLFLOWER

Photo Location: BELLFLOWER COLLISION

Photo Taken By: Scott Baca

Estimate Indicator: E01

Jessica Verduzco

From: Danny Pena ~~XXXXXXXXXX~~
Sent: Thursday, December 27, 2018 12:50 PM
To: Jessica Verduzco
Subject: Recommend NOR - Rossmoor CSD - SDRMA#7669 - Gonzales, Yvette - 12/08/2018 RE: Yvette Gonzales claim

Hi Jessica, I reviewed Mary's response to the questions posed. Based on the fact that there were no prior issues with the tree and it has been maintained in accordance with the District's maintenance cycle, we recommend the District issue a Notice of Rejection. Once the NOR has issued, please provide me a copy for my file. Thanks!

Danny Peña
Senior Claims Examiner


Special District Risk Management Authority
1112 I Street, Suite 300
Sacramento, California 95814
Direct Telephone: 916-231-4124
T 800.537.7790 or 916.231.4141 F 916.231.4111



A proud California Special Districts Alliance partner - California Special Districts Association | Special District Risk Management Authority | CSDA Finance Corporation

STATEMENT OF CONFIDENTIALITY | This electronic message and any files or attachments transmitted with it may be confidential, privileged, or proprietary information of the Special District Risk Management Authority. The information is solely for the use of the individual or entity to which it was intended to be addressed. If the reader of this message is not the intended recipient, you are hereby notified that use, distribution, or copying of this e-mail is strictly prohibited. If you received this e-mail in error, please notify the sender immediately, destroy any copies, and delete it from your system.

From: Jessica Verduzco <JVerduzco@rossmoor-csd.org>
Sent: Thursday, December 27, 2018 11:51 AM
To: Danny Pena ~~XXXXXXXXXX~~
Subject: Yvette Gonzales claim

Hi Danny,

Just following up on the Yvette Gonzales claim. Please let me know how to proceed...

Thanks,

Jessica Verduzco, General Clerk
Rossmoor Community Service District
Phone: (562)430-3707 ext. 100
Fax: (562) 431-3710

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: DISCUSSION AND POSSIBLE ACTION RE: TWO REPLACEMENT TREES FOR RUSH PARK PARKING LOT PLANTER

RECOMMENDATION:

Staff is requesting Board direction regarding the planting of two replacement trees for the Rush Park parking lot planter.

BACKGROUND:

At the Tree Committee meeting on January 3, 2019 the General Manager recommended that the Tree Committee review and approve replacement planting options for two large Indian Laurel Fig trees that were removed from the Rush Park parking lot planter. The Committee agreed that the two replacement trees should be Arbutus Marina, commonly known as Marina Strawberry Tree. A 36' box size, of multi-trunk form will be planted, with irrigation in the form of bubbler heads or possibly tree water bags. Solar up-lighting would potentially be installed at their bases to enhance the aesthetic value of the trees and planting area. The planting of these trees will not be ordered until the Board of Directors has determined whether the reconfiguration of the planter area for improved bus stop safety is a possibility. The cost of the two trees with planting would be \$1740.00, with another \$200-500 needed for irrigation and lighting.

ATTACHMENTS:

1. Replacement tree options with facts and photos



Botanical Name: *Pistacia chinensis*

Common Name: Chinese Pistache

Family: Anacardiaceae

Origin: Asia

Tree Type: Deciduous

Form: Rounded tree with slow growth rate to 25-40' with equal spread. Develops good limb structure and denser foliage as it ages.

Trunk: Brown, peeling bark with shades of orange.

Foliage: Compound leaves with 10-16, shiny, dark green leaflets that are 2-4" long. Leaves change to spectacular shades of red and orange in fall.

Flowers/Fruit: Flowers are not showy. Fruit appears in bunches of 4" long clusters, starting out bright red, then turning dark, blue-black.

Comments/Notes: Drought tolerant once established and tolerates many conditions. Provides a lot of beautiful fall color.

Root Damage Potential: Rated as Low.

Branch Strength: Rated as medium-strong

Water Needs: Low



Botanical Name: Arbutus 'Marina'

Common Name: Marina Strawberry Tree

Family: *Ericaceae*

Origin: Hybrid

Tree Type: Evergreen

Form: Moderate growth 40-50' with a 40' spread. Erect or Spreading with a Low Canopy. Rounded, Umbrella or Vase Shape.

Trunk: Bark Red Brown, Exfoliating or Smooth.

Foliage: Leaves Elliptic, Medium Green, No Change, Evergreen.

Flowers/Fruit: Small Pink or Rose. Flowers in Fall, Winter, Spring or Summer. Prolific, Red or Yellow Berry, Small (0.25 - 0.50 inches), fruiting in Fall or Winter Wildlife use it. Fruit can cause litter issues.

Root Damage Potential: Rated as Low.

Branch Strength: Rated as Strong.

Water Needs: Low



Botanical Name: Liriodendron tulipifera

Common Name: Tulip Tree

Family: Magnoliaceae

Origin: Eastern United States

Tree Type: Deciduous

Form: A very fast growth rate to 40' tall or more with a 20-25' spread. Starts out as an upright tree when young and becomes more spreading as it matures, sometimes developing a conical shape.

Trunk: Gray or greenish trunk that develops furrows with age.

Foliage: Bright green , lobed leaves that can be 5-6" across. Leaves turn yellow in fall.

Flowers/Fruit: Produces 2" wide Magnolia or Tulip-like flowers that are yellow-green with an orange base. Flowers bloom in spring or summer and sit high and upright on the branches. Small, papery seed pods follow.

Root Damage Potential: Rated as Moderate.

Branch Strength: Rated as Medium Strong.

Water Needs: Med-high until established

ROSSMOOR

COMMUNITY SERVICES DISTRICT



PIFC Meeting of the Board Agenda Package

January 8, 2019

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, January 8, 2019
7:00 p.m. (see Call to Order)**

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m. (immediately following adjournment of the Regular Meeting of the Board of Directors of the Rossmoor Community Services District)
2. ROLL CALL: Board Members Casey, Kahlert, Maynard, Nitikman
President DeMarco
3. PLEDGE OF ALLEGIANCE
4. MINUTES:
 - a. Regular Meeting of January 9, 2018. *(Information only)*
5. PRESENTATIONS: None.
6. ELECTION OF OFFICERS:
 - a. President.
 - b. Vice President.

B. ADDITIONS TO AGENDA

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD – None.

E. CONSENT CALENDAR – None.

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

F. PUBLIC HEARING – None.

G. RESOLUTIONS

1. RESOLUTION NO.19-01-08-1. A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

H. BIDS, CONTRACTS AND AGREEMENTS - None.

I. ADMINISTRATIVE ITEMS – None.

J. INFORMATIONAL ITEMS – None.

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

K. BOARD MEMBER ITEMS

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

L. CLOSED SESSION – None.

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

M. ADJOURNMENT

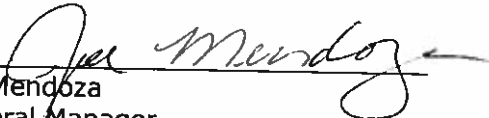
It is the intention of the Rossmoor Community Services District to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the District will attempt to accommodate you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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the January 8, 2019, 7:00 p.m. Regular 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:



Joe Mendoza
General Manager

Date 1/4/19

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM A-4

Date: January 8, 2019
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: MINUTES: REGULAR MEETING OF JANUARY 9, 2018.

RECOMMENDATION:

Review the Minutes of the Regular Meeting of January 9, 2018.

BACKGROUND:

The report reflects the actions of the Board at their Regular Meeting of January 9, 2018, previously approved.

ATTACHMENTS:

1. Minutes - Regular Meeting of January 9, 2018 (information only).



MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 9, 2018

A. ORGANIZATION

1. CALL TO ORDER: 7:02 P.M.

- 2. ROLL CALL:** Directors Kahlert, Nitikman, Maynard
President DeMarco
Director Casey had an excused absence

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. 2017 State of the District Address: Michael Maynard

President Maynard presented the 2017 State of the District Address. Applause ensued. Photos were taken. The presentation was received and filed.

b. Orange County Sheriff's Department Re: Drug Awareness for Parents

The Orange County Sheriff's Department Deputy Yoshimoto gave a comprehensive presentation on Drug Awareness for parents. She addressed the enforcement complications faced by law enforcement with the recent state legalization of marijuana. Afterwards she answered questions from the Board of Directors regarding the location of local marijuana dispensaries and whether or not there had been successful DUI convictions for marijuana users. Deputy Yoshimoto agreed to research the dispensary locations in north County. She stated that to her knowledge there had been successful prosecutions for DUI's associated with marijuana. Applause ensued. The presentation was received and filed.

c. Orange County Fire Authority Division 1 Chief, Robert Acosta Re: Response Time

The Orange County Fire Authority Battalion Chief Matt Levesque (*Chief Acosta could not be present this evening*) gave a presentation on Emergency Service Delivery Enhancement. He discussed the changes made last year to the OCFA's deployment model by consolidating fire trucks and paramedic units. He contrasted the response times before and after the changes. Chief

Levesque stated that OCFA goals were to improve the level of service and firefighter safety, decrease the advanced life support (ALS) response times, decrease the number of responding units, increase depth for second call coverage and decrease response requirements on automatic aid resources. The consolidation reduced the units on the road by 31% and a decrease in response time by 0:01:53. In addition all responding units are staffed with firefighters who are also paramedics and vice-versa; serving a dual purpose. Afterwards Chief Levesque answered questions from the Board of Directors. Applause ensued. The presentation was received and filed.

5. ELECTION OF OFFICERS

Recommendation that the Board of Directors take the following actions in the order indicated:

1. Election of President – conducted by President Maynard; President Maynard called for nominations for the office of President. President Michael Maynard nominated Director Tony DeMarco for the position of President, the nomination was seconded by Director Nitikman. The General Manager asked if there were any other nominations. Seeing none, the General Manager closed the nominations. Director Tony DeMarco was elected as President of the Board of Directors, 3-0-1, with Director Kahlert abstaining. Director Casey was absent.
2. Election of First Vice President – conducted by the newly elected President; President DeMarco called for nominations for the office of First Vice President.

President DeMarco nominated Director Maynard for the position of First Vice President. The motion died for lack of a second.

Director Kahlert nominated Director Nitikman for the position of First Vice President. The nomination was seconded by Director Maynard. The President asked if there were any further nominations. Seeing none, President DeMarco closed the nominations. Director Nitikman was unanimously elected as First Vice President of the Board of Directors, 4-0.

3. Election of Second Vice President – conducted by the newly elected President.

Director Maynard nominated Director Casey for the position of Second Vice President. The nomination was seconded by Director Nitikman. The President asked if there were any further nominations. Seeing none, President DeMarco closed the nominations. A roll call vote was taken. Director Casey was unanimously elected as Second Vice President of the Board of Directors, 4-0.

NEWLY ELECTED PRESIDENT DEMARCO THEN PRESIDED OVER THE REMAINDER OF THE MEETING

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

RHA President Bev Houghton congratulated the Board on their new leadership positions. She announced that the monthly paper drive had been postponed and would include paper shredding. She

also announced that the RHA now had RHA T-Shirts available that could be ordered online. New members would receive their first T-Shirt half price.

D. REPORTS TO THE BOARD—None

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—December 12, 2017

2. REVENUE AND EXPENDITURE REPORT—NOVEMBER 2017

Motion by Director Nitikman, seconded by Director Maynard to approve the items on the Consent Calendar as submitted. Motion passed 4-0.

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 18-01-09-01 LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT’S BANKS AND OTHER FINANCIAL INSTITUTIONS

Approve by roll call vote, Resolution No. 18-01-09-01 by reading the title only and waiving further reading as follows:

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

Motion by Director Maynard, seconded by Director Kahlert to approve Resolution No. 18-01-09-01. The resolution was unanimously approved by roll call vote, 4-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. SECOND READING OF PROPOSED REVISIONS TO BOARD POLICY NO. 3025 ANNUAL FINANCIAL AUDIT

Approve the second reading to proposed amendments to proposed Policy No. 3025 Annual Financial Audit.

The General Manager reported that the final redline version would be available for second reading at the next regular board meeting. The item was postponed until the February 13, 2018 Board Meeting.

I. GENERAL MANAGER ITEMS:

The General Manager reported that he had met with Lieutenant Jeff Puckett regarding format and content modifications to the quarterly crime report as well as the street sweeping policy. They were in the process of researching various options to be brought back to the Board at a future date. Staff

was also working on Kempton Park Signage solutions. They would be reviewing the options with the Tree Committee at their next meeting. He also thanked Calvary Chapel Church for painting the entire Rush Park Auditorium interior at no cost to the District.

J. BOARD MEMBER ITEMS:

Director Kahlert had nothing to report.

Director Nitikman wished everyone a Happy New Year. He observed that the rains had arrived and inquired as to whether there had been any reports of fallen trees. Staff replied that there had not been any reports.

Director Maynard opined regarding the condition of Bradbury Road. He stated that it was in poor shape and the County hadn't taken any action to pressure wash and remove the old striping completely, confusing drivers and leaving the road surface in substandard condition. He requested that the General Manager reach out to Supervisor Steel's Office and Tim Whitacre as to when Bradbury Road would be satisfactorily repaired and also to inquire as to when the Rossmoor Community was scheduled to have the roads slurry sealed. He further opined that Rossmoor was a donor to the County. Director Maynard concluded by thanking his fellow Board Members for their support over the past year. He stated that the proclamation he received, while nice, was the result of a team effort by a great Board and Staff; especially the staff and volunteers that put together the Rossmoor Winter Festival.

President DeMarco thanked Director Maynard for his leadership over the past year. He thanked the Orange County Sheriff's Department and the Orange County Fire Department for their exceptional presentations this evening. They provided everyone with a lot of valuable information and he encouraged those who missed the presentations, to watch online and to talk to their kids about drugs and know what their kids are doing. President DeMarco announced that he was excited to be President of the Board once again. He stated that he looked forward to a fun year ahead with the support of an excellent staff and accomplished General Manager. Finally, he appreciated the trust and support bestowed upon him by his fellow Board Members.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Kahlert, seconded by Director Nitikman to adjourn the regular meeting at 8:20 p.m. Motion passed 4-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM A-6 a, b

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: ELECTION OF OFFICERS: PRESIDENT AND VICE PRESIDENT
AND MAKING APPOINTMENTS

RECOMMENDATION:

That the Board of Directors of the Rossmoor Community Services District Public Improvements Financing Corporation ("Corporation") have certain Officers of the Rossmoor Community Services District (RCSD) Board for the year 2019 serve in the same capacity on the Board of the Rossmoor Community Services District Public Improvements Financing Corporation and that the Corporation elect officers and make appointments to the Corporation.

It is also recommended that General Manager Joe Mendoza be appointed as Secretary and Chief Financial Officer and that the law firm of Jones & Mayer be appointed as General Counsel of the Corporation.

BACKGROUND:

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

The current Corporation officers are as follows:

Tony DeMarco, President

Mark Nitikman, Vice President

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

The current Corporation appointees are as follows:

Secretary and Chief Financial Officer, Joe Mendoza

Counsel, Jones & Mayer

ATTACHMENTS:

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

BYLAWS

OF

ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS
FINANCING CORPORATION

(A Nonprofit Public Benefit Corporation)

ARTICLE I

NAME, ORGANIZATION AND PURPOSE,
PRINCIPAL OFFICE, SEAL

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

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

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

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

ARTICLE II

MEMBERSHIP

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

ARTICLE III

DIRECTORS

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ARTICLE IV

POWERS OF BOARD OF DIRECTORS

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

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

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

ARTICLE V

OFFICERS

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

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

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

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

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

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

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

SECTION 5.07. Secretary. The Secretary shall:

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

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

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

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

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

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

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

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

ARTICLE VI

DISSOLUTION

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

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

ARTICLE VII

GENERAL

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

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

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

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

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

ARTICLE VIII

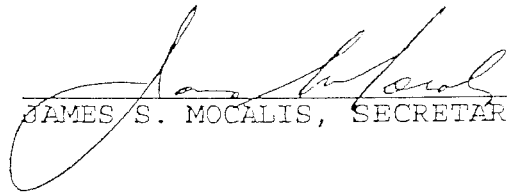
AMENDMENT OF BYLAWS

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

SECRETARY'S CERTIFICATE

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

DATED: April 29, 1998



JAMES S. MOCALIS, SECRETARY

{SEAL}

ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION

AGENDA ITEM G-1

Date: January 8, 2019

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: RESOLUTION NO. 19-01-08-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

RECOMMENDATION:

Approve by roll call vote, Resolution No. 19-01-08-1, directing the General Manager to include the names of the newly elected officers and appointees, and by reading the title only and waiving further reading as follows:

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

BACKGROUND:

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

ATTACHMENTS:

1. Resolution No. 19-01-08-1.

RESOLUTION NO. 19-01-08-1

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

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

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

<u>Name</u>	<u>Office</u>
	President
	Vice President
Joe Mendoza	Secretary and Chief Financial Officer

Section 2. That Jones & Mayer, LLP is hereby appointed as counsel to the Corporation.

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

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

ADOPTED, SIGNED AND APPROVED THIS 8th day of January 2019.

President
Rossmoor Community Services District
Public Improvements Financing Corporation

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District
Public Improvements Financing Corporation