

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board Agenda Package

July 11, 2017

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, July 11, 2017

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, DeMarco, Kahlert, Nitikman
President Maynard
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS—None

B. ADDITIONS TO AGENDA – None

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD:

1. REPORT OF THE TREE COMMITTEE RE: PARKWAY TREE REMOVAL REQUEST AND THE PROPOSED RUSH PARK PARKING LOT PROJECT—REMOVAL AND REPLACEMENT OF FICUS TREES

E. CONSENT CALENDAR

1. MINUTES:

a. Regular Board Meeting of June 13, 2017.

b. Special Board Meeting of July 5, 2017

2. MAY REVENUE AND EXPENDITURE REPORT.

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

F. PUBLIC HEARING:

1. ADOPTION OF FY 2017-2018 PROPOSED FINAL BUDGET

G. RESOLUTIONS:

1. RESOLUTION No. 17-07-11-01 ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

ORDINANCES—None

H. REGULAR CALENDAR

1. ELECTION OF CANDIDATE FOR THE CALIFORNIAL SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS.

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

L. ADJOURNMENT

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

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

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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the July 11, 2017, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:


JAMES D. RUTH
General Manager

Date _____

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the July 11, 2017, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JAMES D. RUTH
General Manager

Date  _____

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: July 11, 2017

To: Honorable Board of Directors

From: General Manager

Via: Tree Committee

Subject: REPORT OF THE TREE COMMITTEE RE: PARKWAY TREE REMOVAL REQUEST AND THE PROPOSED RUSH PARK PARKING LOT PROJECT—REMOVAL AND REPLACEMENT OF FICUS TREES

RECOMMENDATION:

Receive the report of the Tree Committee.

BACKGROUND:

1. County of Orange Tree Removal Request for 3212 Ruth Elaine Dr

On April 17, 2017 Rossmoor Tree Consultant Mary Kingman was contacted by Orange County Public Works Construction Inspector Dean Capalety regarding the tree located in the parkway at 3212 Ruth Elaine Dr. Mr. Capalety was at the location performing an inspection related to a home remodel construction project when he noticed the following: “the curb and gutter cracked and separating along with the drive approach has lifted to about two inches”. After subsequent inspections by Orange County Public Works inspectors, that agency recommended and requested removal of the tree due to what was found as “major damage to our sidewalk, curb, and resident drive approach due to the expansive root system of the tree at the subject address.” District Tree Consultant and Certified Arborist Mary Kingman inspected the tree and observed the following:

- The sidewalk has been repaired and/or replaced in recent years and there is no current uplifting or damage to the sidewalk
- The curb is pushed out by the tree root system along the gutter, causing cracks at two different locations with a 2” separation at each point

- The bottom edge of the driveway approach is 1-1.5” higher than the curb. Due to the fairly uniform height of the separation, it cannot be confirmed and is unlikely that tree roots are the cause.

The tree in question is a mature *Platanus racemosa*, or California Sycamore. It is approximately 60’ tall with a trunk diameter of 35”. The tree appears to be healthy with no health issues observed in the trunk, crown or root area. The tree does have a large root system that extends out several feet from the trunk base, which is typical for a tree of its age, size and species. The tree is one of the original plantings in Rossmoor, having been planted when the neighborhood was built and has an age of approximately 60 years. The tree provides aesthetic, environmental, social and economic value to the homeowner and the community. The tree is a California native specimen, its species currently under threat from a devastating pest/disease complex that is affecting trees throughout the region. Mary Kingman spoke with the homeowner, Ricardo Banos, on May 24, 2017 and he confirmed that it was his desire that the tree not be removed. Extensive, unselective root pruning is not an option for this tree, as the large, above-ground roots are located in extremely close proximity to the trunk base and pruning these roots could undermine the structural integrity of the tree.

Due to the high value that is placed on this tree by the Community, Rossmoor Community Services District sent a letter to Orange County Public Works requesting that the tree not be removed. OCPW responded with a meeting request which will take place at the tree site on July 10, 2017. The Board will be kept informed of the results of that meeting.

2. Rush Park Parking Lot - Removal and Replacement of Ficus Trees

District Tree Consultant Recommendations:

- Remove middle two Indian Laurel Fig (*Ficus*) trees from planter between parking lot and sidewalk. These trees are in decline with a limited lifespan and would likely not withstand root pruning on parking lot side.
- Replace the two trees with an attractive species that will provide beauty, evergreen foliage and shade to the community and parking area while also reducing the ‘heat island effect’ of the parking lot. Replacement trees will be aesthetically compatible with remaining trees. Tree replacement selection attached. Irrigation should be installed in parkway to insure newly trees adequate water. If irrigation installation proves to be impractical then watering with

RCSD water truck would be sufficient. Drought tolerant species will be planted. Mulch should be applied to planter to hold in moisture, control soil temperatures and prevent soil compaction and weeds.

- Leave in place two Indian Laurel Fig (Ficus) trees at end of planter. Trees are healthy enough that they should react favorably to root pruning on parking lot side and will be monitored thereafter for any signs of stress.
- The cost of tree and stump removal for both trees would be \$1,494.00. The cost of replacing trees with 36" box trees would be \$1724.00, for a grand total of \$3221.00.

Tree Species to Replace Ficus Trees in Rush Park Parking Lot:

Arbutus 'Marina' - Marina Strawberry Tree

- 20-40' x 10-30'
 - Evergreen
- Low root damage potential
 - Low water
- Low pest/disease occurrence



ATTACHMENTS:

1. Tree Committee Agenda Packet May 31, 2017 (*information only*).
2. Tree Committee Meeting Synopsis

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: July 11, 2017
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF JUNE 13, 2017

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of June 13, 2017 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Regular June 13, 2017 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of June 13, 2017 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, June 13, 2017

A. ORGANIZATION

1. CALL TO ORDER: 7:05 P.M.

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS—None

AT THIS TIME PRESIDENT MAYNARD ANNOUNCED THAT GENERAL MANAGER JAMES D. RUTH HAD AN EXCUSED ABSENCE AND COULD NOT BE PRESENT DUE TO ILLNESS. THE BOARD AND STAFF WISHED HIM A SPEEDY RECOVERY.

B. ADDITIONS TO AGENDA GC 54954.2(b)(2):

1. SEAL BEACH PLANNING COMMISSION STAFF REPORT AND RESOLUTIONS RE: LA FITNESS HEALTH CLUB PROJECT

General Counsel reported the following recommendations:

1. That the Board of Directors by a 2/3 vote of the board members present make a determination that there is a need to take immediate action and that the need for action came to the attention of the District subsequent to the agenda being posted, pursuant to Government code section 54954.2(b)(2);
2. That the Board of Directors review their opposition to the LA Fitness Health Club Project in light of the newly available staff report and related documents and communicate that opposition to the Seal Beach Planning Commission prior to the hearing on this matter, in the discretion of the Board of Directors.

Motion by Director Nitikman, seconded by Director DeMarco to approve the addition of Agenda Item B-1. Motion passed 4-0.

AT THIS TIME PRESIDENT MAYNARD MOVED ITEM B-1 BETWEEN ITEMS H-2 AND H-3 ON THE AGENDA

C. PUBLIC FORUM:

Mr. Haven opined relative to his opposition to the LA Fitness Project. He chastised the RCSD Board for what he perceived as a lack of concern and action on their part. He wanted to know why funds were not contributed by the District to combat the project.

President Maynard stated that Mr. Haven’s accusations were unfounded. He argued that the RCSD cared very much about their constituents but had no jurisdiction over The Shops at Rossmoor property as it was located in the City of Seal Beach. He presented an overview of historical facts pertaining to the issue, which included the RCSD Board’s approval of Resolution No 16-06-28-01 Strongly Opposing the LA Fitness Project, meeting with City Officials and the developer, as well as the many meetings and public forums the RCSD had facilitated on the subject. Mr. Haven apologized for the misunderstanding.

General Counsel opined that the RCSD was a special district with limited powers and jurisdiction and as such, could not contribute funds toward legal action as it would amount to a gift of public funds.

Resident Diane Rush further opined relative to the LA Fitness Project citing issues with traffic, crime, safety, quality of life and parking overflow.

D. REPORTS TO THE BOARD:

1. RECEIVE AND FILE THE REPORT OF THE TREE COMMITTEE

The Tree Committee reported after thorough review the committee and staff concur that the Sycamore tree located at 3212 Ruth Elaine Drive should not be removed and the County should be notified accordingly. District Tree Consultant Mary Kingman disagreed with the County Building Inspector’s conclusion that the tree needed to be removed and instead recommended a correction and sidewalk repair. Her report stated that the tree was healthy no safety issue had been identified.

Discussion ensued relative to County versus RCSD jurisdiction for tree removal. It was the understanding of the Tree Committee that the County could only remove trees that posed a safety hazard. President Maynard requested that District staff do some research in order to verify this conclusion and send a letter to the County opposing the removal of the tree located at 3212 Ruth Elaine Drive, citing tree removal precedent and jurisdiction between the County and the Rossmoor Community Services District.

The report was received and filed. Motion by President Maynard seconded by Director DeMarco to draft a letter to the County opposing the removal of the tree located at 3212 Ruth Elaine Drive, citing tree removal precedent and jurisdiction between the County and the Rossmoor Community Services District. Motion passed unanimously 4-0.

2. RECEIVE AND FILE THE REPORT OF THE GENERAL MANAGER RE: COUNTY OF ORANGE ENGINEERING DEPARTMENT PROPOSAL FOR RESTRIPIING OF BRADBURY ROAD IN ROSSMOOR

Recommendation to receive the report of the General Manager regarding the status of the County of Orange Engineering Department's Bradbury Road Restriping Proposal.

Discussion ensued relative to the history and rationale behind the restriping of Bradbury Road and the County timeline for restoration and road improvements, to include a new bike lane. It was the consensus of the Board and community that they were happy with the County's proposed improvements. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—May 9, 2017

2. REVENUE AND EXPENDITURE REPORT—April 2017

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

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 17-06-13-01 APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018

Approved by roll call vote Resolution No. 17-06-13-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2017-2018.

Motion by Director Nitikman seconded by Director Casey to approve Resolution No.17-06-13-01 by reading the title only and waiving further reading. Motion passed by roll call vote 4-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. REPORT OF THE GENERAL MANAGER RE: RECOMMENDATION TO APPROVE THE 2016 UPDATE OF THE FIVE-YEAR FISCAL PLAN

Recommendation to receive the report of the Budget Committee recommending approval of the 2016 update of the District's Five -Year Fiscal Plan.

HTGroup gave a presentation to the Board regarding the Five-Year Fiscal Plan. The Budget Committee reported. Discussion ensued relative to the reasons behind various data point fluctuations pertaining to historical averages and comparisons.

Motion by Director DeMarco seconded by Director Casey to receive the report of the Budget Committee recommending approval of the 2016 update of the District's Five -Year Fiscal Plan. Motion passed 4-0.

2. REPORT OF THE BUDGET COMMITTEE RE: FY 2016-2017 ESTIMATES TO CLOSE, CIP FUND 40 BUDGET AND 3-YEAR PROJECT LIST; PROPOSED FY 2017-2018 PRELIMINARY BUDGET AND SALARY PLAN

Recommendation to receive the reports of the CIP and Budget Committees, set date of public hearing and provide direction regarding the formulation of FY 2017-2018 Final Budget.

The Budget Committee reported. Discussion ensued relative to the scheduling challenges of holding a Budget Workshop. It was the consensus of the Board that July 5, 2017 would work best.

Motion by Director DeMarco seconded by Director Casey to receive the reports of the CIP and Budget Committees FY 2016-2017 estimates to close, CIP fund 40 budget and 3-Year Project List; Proposed FY 2017-2018 Preliminary Budget and Salary Plan, direct the General Manager to schedule the Budget Workshop for July 5, 2017 at 5:00 p.m. regarding the formulation of FY 2017-2018 Final Budget and set the date of public hearing to Tuesday, July 11, 2017. Motion passed 4-0.

ITEM B-1 ADDITIONS TO AGENDA GC 54954.2(b)(2): SEAL BEACH PLANNING COMMISSION STAFF REPORT AND RESOLUTIONS RE: LA FITNESS HEALTH CLUB PROJECT WAS ACTED UPON AT THIS TIME

General Counsel opined relative to the following:

1. The Need to Take Immediate Action.
2. Reaffirming the District's Opposition to the LA Fitness Health Club Project

Discussion ensued relative to the EIR, traffic, crime, parking and public safety concerns. Directors DeMarco, Nitikman and Casey stated that they would be in attendance at the next Seal Beach Planning Commission Meeting on June 19, 2017. General Counsel cautioned that if all three would be in attendance, only one of the Directors should speak on behalf of the District so as not to be perceived as a Brown Act violation.

Motion by Director Casey, seconded by Director DeMarco to direct General Counsel to work with the General Manager to draft a letter for submission to the Seal Beach Planning Commission and Seal Beach City Council reaffirming the District's Opposition to the LA Fitness Health Club Project, including the EIR and the Conditional Use Permit and enclosing RCSD Resolution No.16-06-28-01 in opposition to the project entitled "A Resolution of the Board of Directors of the Rossmoor Community Services District Strongly Opposing the Decision of the Seal Beach Planning Commission to Approve the LA Fitness Health Club Project in the Shops at Rossmoor in Seal Beach, CA and Requesting that the Decision be Overturned by the Seal Beach City Council for the Reasons Stated Herein". Motion passed 4-0.

3. DISCUSSION AND POSSIBLE ACTION RE: ROSSMOOR RESIDENT REQUEST FOR EXTENDED HOURS FOR USE OF RUSH PARK AUDITORIUM

Recommendation to approve resident's request for extended hours for use of the Rush Park auditorium for a 70th Anniversary Celebration, of 150 participants, on Saturday, October 21, 2017 from 12:00 noon until 10 p.m.

Discussion ensued relative to whether the approval of additional hours would set a precedent. Administrative Assistant, Liz Deering stated that the request for additional hours was a rare occurrence and she did not believe it established any precedent.

Motion by Director DeMarco seconded by Director Nitikman to approve resident's request for use of the Rush Park auditorium for a 70th Anniversary Celebration, of 150 participants on Saturday, October 21, 2017 from 12:00 noon until 1:00 p.m. Motion passed 4-0.

4. DISCUSSION AND POSSIBLE ACTION RE: CITY OF LOS ALAMITOS REQUEST FOR ADDITIONAL FUNDING FOR JFTB JULY 4TH FIREWORKS CELEBRATION

Recommendation to authorize General Manager to contribute the original \$6,200 in funds, plus additional funds in the amount of \$2,500 to the 30th Annual 4th of July Fireworks Spectacular event at the Joint Forces Training Base (JFTB).

Los Alamitos Recreation Director, Corey Lakin reported to the Board regarding challenges he faced in securing funding for this year's Fourth of July Fireworks event, the increasing restrictions imposed by the Joint Forces Training Base and permitting requirements. This year they would not be allowed to collect parking fees and there was a reduction in the allowable vendors and food trucks. Discussion ensued relative to the request for additional funding.

Motion by Director Nitikman seconded by Director Casey to contribute the original \$6,200 in funds, plus additional funds in the amount of \$2,500 to the 30th Annual 4th of July Fireworks Spectacular event at the Joint Forces Training Base (JFTB) while stipulating that the additional contribution of \$2,500 was on a one-time basis only. Motion passed 4-0.

5. ISDOC BY-LAW AMENDMENTS: APPROVAL OF THE PROPOSED BY-LAWS OF THE ORANGE COUNTY SPECIAL DISTRICT SELECTION COMMITTEE AND AUTHORIZE THE DISTRICT'S BOARD PRESIDENT OR AUTHORIZED ALTERNATE TO SIGN AND SUBMIT BALLOT

Recommendation to approve the proposed By-Laws of the Orange County Special District Selection Committee and authorize the District's Board President or designated alternate to sign and submit ballot stating same.

Brief discussion ensued relative to signatures. Motion by Director DeMarco seconded by Director Nitikman to approve the proposed By-Laws of the Orange County Special District Selection Committee and authorize the District's Board President or designated alternate to sign and submit ballot stating same. Motion passed 4-0.

6. DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF CONTRACT REASSIGNMENT TO KAROLINA SOLTANI, A NATURAL PERSON, DBA MOTIV FITNESS, LONG BEACH BOOT CAMP, FOR FITNESS INSTRUCTION AT RUSH PARK

Recommendation to approve Shannon Paul's request to terminate her contract for Fitness Instruction at Rush Park and authorize the General Manager to enter into a new agreement with Karolina Soltani, a natural person, DBA Motiv Fitness, Long Beach Boot Camp, to provide fitness instruction at Rush Park.

Discussion ensued relative to when the old contract terminated and the new contract began, whether the General Manager had met Ms. Soltani and whether or not she was currently providing instruction on District Property. Liz Deering replied that she was uncertain as to whether the General Manager had met with Ms. Soltani, however, she was sure if the meeting had not already taken place, it was scheduled. General Counsel, Tarquin Preziosi replied that Shannon Paul's contract would terminate immediately and Karolina Soltani's contract would commence once the documents were signed by both parties.

Motion by Director Nitikman seconded by Director DeMarco to approve Shannon Paul's request to terminate her contract for Fitness Instruction at Rush Park and authorize the General Manager to enter into a new agreement with Karolina Soltani, a natural person, DBA Motiv Fitness, Long Beach Boot Camp, to provide fitness instruction at Rush Park. Motion passed 4-0.

I. GENERAL MANAGER ITEMS—None

J. BOARD MEMBER ITEMS:

Director Nitikman requested that staff send out an e-blast reminder to the community regarding the Monday, June 19th Seal Beach Planning Commission Meeting. He further requested that staff follow up with research on the County Tree Removal Jurisdictional Issue and draft a letter to the County opposing the removal of the Sycamore tree on Ruth Elaine.

Director DeMarco stated that school was out this week and urged motorists to be careful and exercise extra caution with children and pedestrians. He reminded everyone to attend the District's first movie/concert event of the summer this Friday, June 16th at Rush Park with musical performances by *'Elm Street Band'* and featuring the movie *'Sing'*. Finally, Director DeMarco stated that he was very pleased with the completion of the Montecito Road Lighting Improvement Project. The LED Lights looked much whiter and brighter. He requested that the contractor attend the next regular board meeting to educate the residents on the new lighting and explain to them how to go about requesting lighting directional and brightness adjustments and maintenance.

Director Casey echoed Director DeMarco's satisfaction with the Montecito Road Lighting Improvements. He opined relative to the JFTB's new restrictions on the City of Los Alamitos' ability to charge for parking at the Fourth of July Fireworks Spectacular, stating that the additional funds could be used to offset the loss of sponsors. He also opined relative to what he perceived was a degeneration of the Nextdoor Community website from its original intended use as a positive resource. He encouraged the community to conduct themselves in a more civilized and neighborly way when they use Nextdoor. Finally, he urged everyone to attend the Seal Beach Planning Commission Meeting on June 19, 2017 and opine regarding the LA Fitness Project.

President Maynard thanked everyone for their attendance tonight. He also congratulated the Los Alamitos Girls Softball Team for achieving National Championship status. He concluded by reminding drivers to be more vigilant now that kids were out of school.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Casey, seconded by Director DeMarco to adjourn the regular meeting at 9:55 p.m.
Motion passed 4-0.

SUBMITTED BY:
James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1b.

Date: July 11, 2017
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: SPECIAL MEETING OF JULY 5, 2017

RECOMMENDATION:

Approve the Minutes of the Special Meeting of July 5, 2017 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Special July 5, 2017 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Special Meeting of July 5, 2017 Prepared by the Board's Secretary/General Manager.



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

SPECIAL MEETING

RUSH PARK
3001 Blume Drive
Rossmoor, California

Tuesday, July 5, 2017

A. ORGANIZATION

1. CALL TO ORDER: 5:06 P.M.

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

3. PLEDGE OF ALLEGIANCE

B. REGULAR CALENDAR

1. DISCUSSION WITH GENERAL MANAGER RE:

General Manager Jim Ruth reported regarding his recommendation to approve the quotes and project proposal submitted by Express Energy Services, Inc. to convert all current District Facility Lighting and Community-wide Street Lighting Systems to LED with no out-of-pocket costs, paid for by The Edison Company—no interest— On Bill Financing (OBF) Loan Program and authorize the General Manager to be the signatory on all contract and loan documents.

Mr. Ruth further reported that the District had recently worked with Express Energy Services, Inc. and The Edison Company to upgrade 26 streetlights located on Montecito Road in Rossmoor, from HID to LED lights. The new lights had been well received by the community and increased safety and visibility along Montecito Road during the evening hours.

The second phase of the proposed project involves all remaining streetlights in the Rossmoor Community in addition to the following District facilities and property:

1. Rush Park Office Building and Auditorium and Parking Lot
2. Rossmoor Park Walkway, Tennis Courts and Monument Sign
3. Security Light Poles at Foster and Kempton Mini-Parks
4. Montecito Center

The proposal would require no out-of-pocket costs to the District with all the funding provided by savings through financing at 0% interest through Southern California Edison Company. Staff has reviewed the proposal which is based on actual power used by RCSD in the operation of our parks and facilities and believes it has excellent possibilities to reduce our energy costs and upgrade our lighting systems to LED at all of our public facilities. In regard to the community wide street lighting upgrade, many California cities, including Newport Beach, Long Beach and the City of Orange have upgraded their streetlights to LED and are very satisfied with the results. Mr. Ruth

stated that Express Energy Representative and CEO Doc Rivers was present to discuss the second phase of the project for the Board's consideration. If the upgrades are approved the contract will take effect immediately.

Express Energy Representative and CEO, Doc Rivers reported to the Board on the second phase of the project. He stated that Southern California Edison was seeking to remove energy rebates within the next year. Recently the cities of Orange, Newport Beach, Downey and Corona had upgraded their lighting in order to take advantage of the existing rebate opportunity before it was phased out. He reported that the OBF Program has been in existence for at least 10 years. There were no out-of-pocket costs; funds come out of the energy savings. There was 0% interest and shows as a line item on your utility bill. Doc Rivers discussed the scope of the project, lighting adjustment options and warranty. He added that Express Energy Services would service the light fixtures for the first 5 years of the warranty although he would attempt to increase it to 7 years.

Discussion ensued relative to the scope of the project, energy savings per year, bulb lifespan, warranty coverage, replacement costs, ownership, liability and future maintenance plan for the lighting fixtures.

Doc Rivers stated that after the LED conversion was completed the District would own the lighting fixtures and bulbs and Edison would own the light poles. After the warranty expired, the District could consider entering into an ongoing maintenance agreement with Express Energy Services to maintain and repair the light fixtures or could choose to manage them internally. He stated that he would be happy to compose a maintenance agreement for their consideration.

Further discussion ensued relative to lighting timers and photocells, brown outs and black outs, future energy cost predictions and the estimated timeframe for completion of the project.

Doc Rivers stated that brown outs and black outs were a reality and there were no plans to build any more power plants so conservation was the name of the game. He estimated the timeframe for the project's completion at approximately 100 fixtures per day, it would take about two weeks to complete.

Motion by Director Kahlert, seconded by Director Nitikman to approve the General Manager's recommendation to enter into an agreement with Express Energy Services, Inc. to initiate their lighting improvement project proposal to convert all current District Facility Lighting and Community-wide Street Lighting systems to LED with no out-of-pocket costs, paid for by The Edison Company—no interest—On Bill Financing (OBF) Loan Program and authorize the General Manager to be the signatory on all loan documents. Motion passed 5-0.

2. BUDGET WORKSHOP.

In accordance with Board policy and the adopted Budget Calendar, the General Manager presented the FY 2017-2018 Preliminary Budget to the Board at the June 13, 2017 Regular Board meeting. At that meeting, the Board requested that this Budget Workshop be scheduled. The Board will discuss and/or modify the recommendations of the Public Works/CIP and Budget Committees for inclusion into the Final Budget. Those preliminary recommendations are as follows:

1. Receive and/or modify the Fund 40 FY 2017-2018 Budget and Project List.

2. Approve and/or modify the FY 2017-2018 Salary Plan.

The Budget Committee recommended approval of the FY 2017-2018 Salary Plan subject to a review of the an updated June Consumer Price Index (CPI). An April CPI, which is attached, was used as a basis of the proposed 3% raise. The Preliminary Budget has incorporated this increase, but will be revised based on the Board's decision of the Salary Plan.

Other cost/revenue items were discussed at this Budget Workshop and are being incorporated into the Final Budget. The Final Budget will be presented at the July 11, 2017 Board meeting for approval.

Discussion ensued relative to the proposed Rush Park parking lot and tree removal project. It was the consensus of the Board that there was no immediate urgency to replace the parking lot or remove the trees. President Maynard stated that the project could be postponed for at least two years. The Board agreed that the District should focus on building up its reserves.

General Manager Ruth stated that staff would be scheduling a CIP Committee meeting to discuss and explore the condition of the Rossmoor Park Playground and how soon it would need to be repaired or replaced.

Further discussion ensued relative to the District fee study recommendations and salary plan. Director Nitikman opined relative to the lack of consistency or cost recovery rationale in the District's existing fee schedule. Director DeMarco and President Maynard agreed and suggested that additional revenue generating and cost saving ideas are explored, i.e. a tennis tournament, reserving the Rush Park Tot Lot Canopy on Saturdays, marketing wedding staging and packages, Fourth of July event, etc. The Board agreed to the proposed 3% raise based on the CPI increase. Director Nitikman requested that Accountant/Bookkeeper Kathy Bell modify the summary page contained in the budget to include additional columns with percentages for the estimates to close and the new budget.

C. ADJOURNMENT:

Motion by Director Maynard, seconded by President DeMarco to adjourn the regular meeting at 6:36 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: July 11, 2017
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - MAY, 2016

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for May, 2017.

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 May, 2017.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 May 2017 @ 91.67%%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	842,112.00	848,000.00	866,368.10	27,021.14	-18,368.10	102.2
STREET LIGHT ASSESSMENTS	298,934.00	298,934.00	303,711.29	10,107.21	-4,777.29	101.6
USE OF MONEY AND PROPERTY	2,100.00	3,000.00	2,650.55	0.00	349.45	88.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	4,468.22	1,839.85	55,931.78	7.4
FEEES AND SERVICES	173,500.00	167,700.00	148,687.75	13,328.50	19,012.25	88.7
OTHER REVENUE	24,500.00	23,000.00	21,917.64	0.00	1,082.36	95.3
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	53,230.45	96.2
Expenditures						
ADMINISTRATION	412,980.00	428,750.00	376,982.53	37,697.67	51,767.47	87.9
RECREATION	135,065.00	129,852.00	117,742.32	11,881.25	12,109.68	90.7
ROSSMOOR PARK	185,850.00	200,456.00	177,922.04	18,871.66	22,533.96	88.8
MONTECITO CENTER	78,239.00	84,998.00	76,388.59	8,598.54	8,609.41	89.9
RUSH PARK	203,537.00	218,687.00	200,187.82	23,412.42	18,499.18	91.5
STREET LIGHTING	107,580.00	107,715.00	85,248.26	8,652.41	22,466.74	79.1
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,650.00	45,753.73	9,135.96	9,896.27	82.2
PARKWAY TREES	115,977.00	137,677.00	114,305.49	3,995.86	23,371.51	83.0
MINI-PARKS, MEDIANS & TRIANGLE	12,968.00	14,008.00	12,075.99	1,435.45	1,932.01	86.2
Total Expenditures	1,309,876.00	1,379,893.00	1,208,606.77	123,681.22	171,286.23	87.6

**Audited Fund Balance
 at June 30, 2016**

\$ 739,612.00

REVENUE REPORT
 May 2017 @ 91.67%

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Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	842,112.00	848,000.00	866,368.10	27,021.14	0.00	-18,368.10	102.2
ASSESSMENTS	298,934.00	298,934.00	303,711.29	10,107.21	0.00	-4,777.29	101.6
USE OF MONEY AND PROPERTY	2,100.00	3,000.00	2,650.55	0.00	0.00	349.45	88.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	4,468.22	1,839.85	0.00	55,931.78	7.4
FEES AND SERVICES	173,500.00	167,700.00	148,687.75	13,328.50	0.00	19,012.25	88.7
OTHER REVENUE	24,500.00	23,000.00	21,917.64	0.00	0.00	1,082.36	95.3
Dept: 00	1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	0.00	53,230.45	96.2
Revenues	1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	0.00	53,230.45	96.2
Grand Total Net Effect:	1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	0.00	53,230.45	

EXPENDITURE REPORT
May 2017 @ 91.67%

Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	269,880.00	271,914.00	252,482.65	23,823.48	0.00	19,431.35	92.9
OPERATIONS AND MAINTENANCE	69,000.00	69,700.00	66,107.85	5,823.33	0.00	3,592.15	94.8
CONTRACT SERVICES	76,536.00	83,136.00	56,820.30	6,860.59	0.00	26,315.70	68.3
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,571.73	1,190.27	0.00	2,428.27	39.3
ADMINISTRATION	419,416.00	428,750.00	376,982.53	37,697.67	0.00	51,767.47	87.9
Dept: 20 RECREATION							
SALARIES AND BENEFITS	95,912.00	88,632.00	82,308.55	8,603.72	0.00	6,323.45	92.9
OPERATIONS AND MAINTENANCE	35,853.00	37,920.00	34,083.27	2,705.97	0.00	3,836.73	89.9
CONTRACT SERVICES	2,300.00	2,300.00	992.71	213.77	0.00	1,307.29	43.2
CAPITAL EXPENDITURES	1,000.00	1,000.00	357.79	357.79	0.00	642.21	35.8
RECREATION	135,065.00	129,852.00	117,742.32	11,881.25	0.00	12,109.68	90.7
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS	74,090.00	78,750.00	75,699.53	7,733.17	0.00	3,050.47	96.1
OPERATIONS AND MAINTENANCE	72,360.00	82,306.00	69,901.47	8,191.46	0.00	12,404.53	84.9
CONTRACT SERVICES	39,400.00	39,400.00	32,321.04	2,947.03	0.00	7,078.96	82.0
ROSSMOOR PARK	185,850.00	200,456.00	177,922.04	18,871.66	0.00	22,533.96	88.8
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	54,676.00	57,056.00	54,750.28	5,785.14	0.00	2,305.72	96.0
OPERATIONS AND MAINTENANCE	16,995.00	19,842.00	14,956.67	2,320.77	0.00	4,885.33	75.4
CONTRACT SERVICES	6,700.00	6,700.00	5,322.64	492.63	0.00	1,377.36	79.4
CAPITAL EXPENDITURES	50.00	1,400.00	1,359.00	0.00	0.00	41.00	97.1
MONTECITO CENTER	78,421.00	84,998.00	76,388.59	8,598.54	0.00	8,609.41	89.9
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS	79,367.00	83,517.00	78,560.64	8,162.72	0.00	4,956.36	94.1
OPERATIONS AND MAINTENANCE	84,520.00	95,520.00	89,306.14	12,302.67	0.00	6,213.86	93.5
CONTRACT SERVICES	39,400.00	39,400.00	32,321.04	2,947.03	0.00	7,078.96	82.0
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0
RUSH PARK	203,537.00	218,687.00	200,187.82	23,412.42	0.00	18,499.18	91.5
Dept: 60 STREET LIGHTING							

EXPENDITURE REPORT
 May 2017 @ 91.67%

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Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	715.00	647.16	87.97	0.00	67.84	90.5
CONTRACT SERVICES	107,000.00	107,000.00	84,601.10	8,564.44	0.00	22,398.90	79.1
STREET LIGHTING	107,580.00	107,715.00	85,248.26	8,652.41	0.00	22,466.74	79.1
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	650.00	647.19	88.00	0.00	2.81	99.6
CONTRACT SERVICES	55,000.00	55,000.00	45,106.54	9,047.96	0.00	9,893.46	82.0
STREET SWEEPING	55,580.00	55,650.00	45,753.73	9,135.96	0.00	9,896.27	82.2
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	23,052.00	23,452.00	20,720.66	2,059.12	0.00	2,731.34	88.4
OPERATIONS AND MAINTENANCE	1,625.00	1,925.00	1,402.73	176.48	0.00	522.27	72.9
CONTRACT SERVICES	72,800.00	80,800.00	78,337.10	1,760.26	0.00	2,462.90	97.0
CAPITAL EXPENDITURES	18,500.00	31,500.00	13,845.00	0.00	0.00	17,655.00	44.0
PARKWAY TREES	115,977.00	137,677.00	114,305.49	3,995.86	0.00	23,371.51	83.0
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	918.00	918.00	954.23	129.48	0.00	-36.23	103.9
OPERATIONS AND MAINTENANCE	7,800.00	8,840.00	7,366.08	979.43	0.00	1,473.92	83.3
CONTRACT SERVICES	4,150.00	4,150.00	3,755.68	326.54	0.00	394.32	90.5
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	12,968.00	14,008.00	12,075.99	1,435.45	0.00	1,932.01	86.2
Expenditures	1,316,494.00	1,379,893.00	1,208,606.77	123,681.22	0.00	171,286.23	87.6
Grand Total Net Effect:	-1,316,494.00	-1,379,893.00	-1,208,606.77	-123,681.22	0.00	-171,286.23	

REVENUE/EXPENDITURE REPORT
May 2017 @ 91.67%

Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017		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	775,200.00	780,000.00	807,125.46	16,888.23	0.00	-27,125.46	103.5
3001	Current unsecured prop tax	22,000.00	26,500.00	21,609.08	0.00	0.00	4,890.92	81.5
3002	Prior secured property taxes	7,500.00	7,500.00	6,425.75	346.42	0.00	1,074.25	85.7
3003	Prior unsecured prop taxes	4,500.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
3004	Delinquent property taxes	1,080.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
3010	Current supplemental assessmnt	20,000.00	18,000.00	18,527.83	3,816.34	0.00	-527.83	102.9
3020	Public utility tax	11,832.00	14,000.00	12,679.98	5,970.15	0.00	1,320.02	90.6
PROPERTY TAXES		842,112.00	848,000.00	866,368.10	27,021.14	0.00	-18,368.10	102.2
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	298,934.00	298,934.00	303,711.29	10,107.21	0.00	-4,777.29	101.6
ASSESSMENTS		298,934.00	298,934.00	303,711.29	10,107.21	0.00	-4,777.29	101.6
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,100.00	3,000.00	2,650.55	0.00	0.00	349.45	88.4
USE OF MONEY AND PROPERTY		2,100.00	3,000.00	2,650.55	0.00	0.00	349.45	88.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,400.00	5,400.00	4,468.22	1,839.85	0.00	931.78	82.7
3305	County street sweep reimburse	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES		60,400.00	60,400.00	4,468.22	1,839.85	0.00	55,931.78	7.4
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	14,500.00	13,500.00	9,475.75	1,202.00	0.00	4,024.25	70.2
3405	Wall Rental	600.00	500.00	280.00	60.00	0.00	220.00	56.0
3406	Ball field reservations	29,000.00	24,000.00	22,528.50	2,549.00	0.00	1,471.50	93.9
3410	Rossmoor building rental	18,200.00	17,500.00	17,484.50	4,793.50	0.00	15.50	99.9
3412	Montecito building rental	25,200.00	25,200.00	21,813.00	202.00	0.00	3,387.00	86.6
3414	Rush Park Building Rental	86,000.00	87,000.00	77,106.00	4,522.00	0.00	9,894.00	88.6
FEES AND SERVICES		173,500.00	167,700.00	148,687.75	13,328.50	0.00	19,012.25	88.7
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	4,500.00	3,000.00	1,917.64	0.00	0.00	1,082.36	63.9
3502	Administrative Fee	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
OTHER REVENUE		24,500.00	23,000.00	21,917.64	0.00	0.00	1,082.36	95.3
Dept: 00		1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	0.00	53,230.45	96.2
Revenues		1,401,546.00	1,401,034.00	1,347,803.55	52,296.70	0.00	53,230.45	96.2
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	10,000.00	10,000.00	6,900.00	850.00	0.00	3,100.00	69.0
4001	Salaries - Full-time	193,800.00	193,800.00	178,991.17	16,420.23	0.00	14,808.83	92.4
4003	Salaries - Overtime	5,100.00	5,100.00	3,853.45	386.38	0.00	1,246.55	75.6
4007	Vehicle Allowance	500.00	500.00	222.13	9.95	0.00	277.87	44.4
4010	Workers Compensation Insurance	2,300.00	4,334.00	5,204.84	1,223.71	0.00	-870.84	120.1
4011	Medical Insurance	39,000.00	39,000.00	42,222.09	3,571.32	0.00	-3,222.09	108.3
4015	Federal Payroll Tax -FICA	18,400.00	18,400.00	14,443.92	1,345.64	0.00	3,956.08	78.5
4018	State Payroll Taxes	780.00	780.00	645.05	16.25	0.00	134.95	82.7
SALARIES AND BENEFITS		269,880.00	271,914.00	252,482.65	23,823.48	0.00	19,431.35	92.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	12,500.00	13,000.00	12,983.10	0.00	0.00	16.90	99.9
5004	Memberships and Dues	6,400.00	6,400.00	5,798.00	0.00	0.00	602.00	90.6
5006	Travel & Meetings	1,000.00	1,000.00	1,040.48	96.83	0.00	-40.48	104.0
5007	Televised Meeting Costs	17,000.00	17,000.00	18,490.20	3,454.50	0.00	-1,490.20	108.8

REVENUE/EXPENDITURE REPORT
May 2017 @ 91.67%

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Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	7,200.00	7,200.00	6,367.78	1,571.18	0.00	832.22	88.4
5012	Printing	700.00	700.00	601.17	51.16	0.00	98.83	85.9
5014	Postage	2,000.00	2,000.00	878.62	0.00	0.00	1,121.38	43.9
5016	Office Supplies	7,200.00	7,200.00	5,142.83	437.10	0.00	2,057.17	71.4
5020	Telephone	1,500.00	1,700.00	1,865.19	153.81	0.00	-165.19	109.7
5045	Miscellaneous Expenditures	5,500.00	5,500.00	4,687.36	0.00	0.00	812.64	85.2
5046	Bank Service Charge	2,000.00	2,000.00	1,001.92	58.75	0.00	998.08	50.1
5050	Elections	6,000.00	6,000.00	7,251.20	0.00	0.00	-1,251.20	120.9
OPERATIONS AND MAINTENANCE		69,000.00	69,700.00	66,107.85	5,823.33	0.00	3,592.15	94.8
Acct Class: 56 CONTRACT SERVICES								
5610	Legal Counsel	28,000.00	28,000.00	17,220.00	3,780.00	0.00	10,780.00	61.5
5615	Financial Audit-Consulting	10,100.00	10,700.00	10,400.00	0.00	0.00	300.00	97.2
5620	Misc Studies	0.00	6,000.00	6,000.00	0.00	0.00	0.00	100.0
5670	Other Professional Services	38,436.00	38,436.00	23,200.30	3,080.59	0.00	15,235.70	60.4
CONTRACT SERVICES		76,536.00	83,136.00	56,820.30	6,860.59	0.00	26,315.70	68.3
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	4,000.00	4,000.00	1,571.73	1,190.27	0.00	2,428.27	39.3
CAPITAL EXPENDITURES		4,000.00	4,000.00	1,571.73	1,190.27	0.00	2,428.27	39.3
ADMINISTRATION		419,416.00	428,750.00	376,982.53	37,697.67	0.00	51,767.47	87.9
Dept: 20 RECREATION								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	48,960.00	48,960.00	45,524.21	4,239.17	0.00	3,435.79	93.0
4002	Salaries - Part-time	22,950.00	15,000.00	15,228.04	1,894.86	0.00	-228.04	101.5
4003	Salaries - Overtime	5,100.00	5,100.00	2,863.74	478.76	0.00	2,236.26	56.2
4005	Salaries - Event Attendant	1,058.00	1,058.00	592.50	75.00	0.00	465.50	56.0
4007	Vehicle Allowance	350.00	350.00	0.00	0.00	0.00	350.00	0.0
4010	Workers Compensation Insurance	1,080.00	1,750.00	2,104.08	494.69	0.00	-354.08	120.2
4011	Medical Insurance	10,000.00	10,000.00	10,734.50	907.91	0.00	-734.50	107.3
4015	Federal Payroll Tax -FICA	5,814.00	5,814.00	4,910.24	511.45	0.00	903.76	84.5
4018	State Payroll Taxes	600.00	600.00	351.24	1.88	0.00	248.76	58.5
SALARIES AND BENEFITS		95,912.00	88,632.00	82,308.55	8,603.72	0.00	6,323.45	92.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5006	Travel & Meetings	400.00	400.00	125.00	0.00	0.00	275.00	31.3
5010	Publications & Legal Notices	200.00	420.00	468.00	156.55	0.00	-48.00	111.4
5012	Printing	100.00	100.00	44.46	0.00	0.00	55.54	44.5
5014	Postage	150.00	150.00	27.57	0.00	0.00	122.43	18.4
5016	Office Supplies	1,000.00	1,000.00	887.22	87.69	0.00	112.78	88.7
5017	Community Events	25,253.00	27,000.00	24,465.83	2,307.92	0.00	2,534.17	90.6
5019	Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020	Telephone	1,800.00	1,900.00	1,865.19	153.81	0.00	34.81	98.2
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		35,853.00	37,920.00	34,083.27	2,705.97	0.00	3,836.73	89.9
Acct Class: 56 CONTRACT SERVICES								
5670	Other Professional Services	2,300.00	2,300.00	992.71	213.77	0.00	1,307.29	43.2
CONTRACT SERVICES		2,300.00	2,300.00	992.71	213.77	0.00	1,307.29	43.2
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	1,000.00	1,000.00	357.79	357.79	0.00	642.21	35.8
CAPITAL EXPENDITURES		1,000.00	1,000.00	357.79	357.79	0.00	642.21	35.8

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Fund: 10 - GENERAL FUND							
Expenditures							
RECREATION	135,065.00	129,852.00	117,742.32	11,881.25	0.00	12,109.68	90.7
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	39,535.00	39,535.00	33,223.00	3,169.03	0.00	6,312.00	84.0
4002 Salaries - Part-time	12,240.00	15,000.00	17,478.92	1,474.25	0.00	-2,478.92	116.5
4003 Salaries - Overtime	2,805.00	2,805.00	2,252.71	362.04	0.00	552.29	80.3
4010 Workers Compensation Insurance	2,400.00	4,300.00	5,204.84	1,223.71	0.00	-904.84	121.0
4011 Medical Insurance	13,000.00	13,000.00	13,260.23	1,121.53	0.00	-260.23	102.0
4015 Federal Payroll Tax -FICA	3,800.00	3,800.00	4,047.42	382.61	0.00	-247.42	106.5
4018 State Payroll Taxes	310.00	310.00	232.41	0.00	0.00	77.59	75.0
SALARIES AND BENEFITS	74,090.00	78,750.00	75,699.53	7,733.17	0.00	3,050.47	96.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	600.00	567.96	156.55	0.00	32.04	94.7
5012 Printing	50.00	50.00	22.22	0.00	0.00	27.78	44.4
5014 Postage	50.00	50.00	4.95	0.00	0.00	45.05	9.9
5016 Office Supplies	900.00	900.00	532.89	46.32	0.00	367.11	59.2
5018 Janitorial Supplies	4,500.00	4,500.00	3,318.52	972.54	0.00	1,181.48	73.7
5020 Telephone	1,650.00	2,300.00	2,195.52	484.14	0.00	104.48	95.5
5022 Utilities	12,000.00	12,000.00	11,443.36	2,295.07	0.00	556.64	95.4
5023 Water	25,000.00	25,000.00	20,789.50	2,330.18	0.00	4,210.50	83.2
5025 SECURED PROP TAX	910.00	906.00	905.51	0.00	0.00	0.49	99.9
5030 Vehicle Maintenance	1,000.00	1,000.00	625.86	67.58	0.00	374.14	62.6
5032 Building & Grounds-Maintenance	24,000.00	33,000.00	28,204.07	1,572.38	0.00	4,795.93	85.5
5034 Alarm Systems	750.00	750.00	841.11	266.70	0.00	-91.11	112.1
5045 Miscellaneous Expenditures	500.00	500.00	450.00	0.00	0.00	50.00	90.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	72,360.00	82,306.00	69,901.47	8,191.46	0.00	12,404.53	84.9
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	30,373.20	2,761.20	0.00	5,626.80	84.4
5656 Tree Trimming	1,100.00	1,100.00	1,000.60	11.71	0.00	99.40	91.0
5670 Other Professional Services	2,300.00	2,300.00	947.24	174.12	0.00	1,352.76	41.2
CONTRACT SERVICES	39,400.00	39,400.00	32,321.04	2,947.03	0.00	7,078.96	82.0
ROSSMOOR PARK	185,850.00	200,456.00	177,922.04	18,871.66	0.00	22,533.96	88.8
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	31,620.00	31,620.00	27,433.81	2,620.31	0.00	4,186.19	86.8
4002 Salaries - Part-time	6,120.00	6,500.00	7,766.49	737.13	0.00	-1,266.49	119.5
4003 Salaries - Overtime	2,040.00	2,040.00	1,715.50	259.91	0.00	324.50	84.1
4010 Workers Compensation Insurance	2,000.00	4,000.00	4,135.99	984.17	0.00	-135.99	103.4
4011 Medical Insurance	9,900.00	9,900.00	10,728.74	907.19	0.00	-828.74	108.4
4015 Federal Payroll Tax -FICA	2,856.00	2,856.00	2,820.35	276.43	0.00	35.65	98.8
4018 State Payroll Taxes	140.00	140.00	149.40	0.00	0.00	-9.40	106.7
SALARIES AND BENEFITS	54,676.00	57,056.00	54,750.28	5,785.14	0.00	2,305.72	96.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	582.00	582.00	354.68	0.00	0.00	227.32	60.9
5012 Printing	50.00	50.00	22.22	0.00	0.00	27.78	44.4
5014 Postage	50.00	50.00	4.95	0.00	0.00	45.05	9.9
5016 Office Supplies	900.00	900.00	489.48	46.32	0.00	410.52	54.4
5018 Janitorial Supplies	3,500.00	4,000.00	3,318.52	972.54	0.00	681.48	83.0
5020 Telephone	1,650.00	2,000.00	1,865.19	153.81	0.00	134.81	93.3
5022 Utilities	2,000.00	2,000.00	1,513.31	271.46	0.00	486.69	75.7
5023 Water	1,600.00	1,600.00	1,626.12	277.63	0.00	-26.12	101.6
5025 SECURED PROP TAX	763.00	760.00	760.44	0.00	0.00	-0.44	100.1
5030 Vehicle Maintenance	1,000.00	1,000.00	782.32	67.57	0.00	217.68	78.2

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	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5032 Building & Grounds-Maintenance	3,700.00	5,700.00	3,855.94	490.97	0.00	1,844.06	67.6
5034 Alarm Systems	400.00	400.00	363.50	40.47	0.00	36.50	90.9
5045 Miscellaneous Expenditures	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE							
	16,995.00	19,842.00	14,956.67	2,320.77	0.00	4,885.33	75.4
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	3,374.80	306.80	0.00	225.20	93.7
5656 Tree Trimming	1,100.00	1,100.00	1,000.60	11.71	0.00	99.40	91.0
5670 Other Professional Services	2,000.00	2,000.00	947.24	174.12	0.00	1,052.76	47.4
CONTRACT SERVICES							
	6,700.00	6,700.00	5,322.64	492.63	0.00	1,377.36	79.4
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	50.00	1,400.00	1,359.00	0.00	0.00	41.00	97.1
CAPITAL EXPENDITURES							
	50.00	1,400.00	1,359.00	0.00	0.00	41.00	97.1
MONTECITO CENTER							
	78,421.00	84,998.00	76,388.59	8,598.54	0.00	8,609.41	89.9
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	37,740.00	37,740.00	33,223.00	3,169.03	0.00	4,517.00	88.0
4002 Salaries - Part-time	12,750.00	15,000.00	15,832.96	1,474.25	0.00	-832.96	105.6
4003 Salaries - Overtime	2,907.00	2,907.00	2,242.10	362.04	0.00	664.90	77.1
4005 Salaries - Event Attendant	5,800.00	5,800.00	4,230.00	390.00	0.00	1,570.00	72.9
4010 Workers Compensation Insurance	2,400.00	4,300.00	5,204.84	1,223.71	0.00	-904.84	121.0
4011 Medical Insurance	13,000.00	13,000.00	13,260.30	1,121.54	0.00	-260.30	102.0
4015 Federal Payroll Tax -FICA	4,370.00	4,370.00	4,244.75	412.39	0.00	125.25	97.1
4018 State Payroll Taxes	400.00	400.00	322.69	9.76	0.00	77.31	80.7
SALARIES AND BENEFITS							
	79,367.00	83,517.00	78,560.64	8,162.72	0.00	4,956.36	94.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	490.35	0.00	0.00	9.65	98.1
5012 Printing	250.00	250.00	122.23	100.00	0.00	127.77	48.9
5014 Postage	100.00	100.00	4.95	0.00	0.00	95.05	5.0
5016 Office Supplies	900.00	900.00	489.48	46.32	0.00	410.52	54.4
5018 Janitorial Supplies	4,500.00	4,500.00	3,328.51	975.47	0.00	1,171.49	74.0
5020 Telephone	2,000.00	2,000.00	1,865.17	153.81	0.00	134.83	93.3
5022 Utilities	26,000.00	26,000.00	18,824.94	57.82	0.00	7,175.06	72.4
5023 Water	20,000.00	30,000.00	29,424.63	6,612.28	0.00	575.37	98.1
5025 SECURED PROP TAX	3,520.00	3,520.00	3,465.44	0.00	0.00	54.56	98.5
5030 Vehicle Maintenance	1,000.00	1,000.00	625.56	67.57	0.00	374.44	62.6
5032 Building & Grounds-Maintenance	24,000.00	25,000.00	29,997.55	4,248.91	0.00	-4,997.55	120.0
5034 Alarm Systems	750.00	750.00	463.21	40.49	0.00	286.79	61.8
5045 Miscellaneous Expenditures	250.00	250.00	204.12	0.00	0.00	45.88	81.6
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE							
	84,520.00	95,520.00	89,306.14	12,302.67	0.00	6,213.86	93.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	30,373.20	2,761.20	0.00	5,626.80	84.4
5656 Tree Trimming	1,100.00	1,100.00	1,000.60	11.71	0.00	99.40	91.0
5670 Other Professional Services	2,300.00	2,300.00	947.24	174.12	0.00	1,352.76	41.2
CONTRACT SERVICES							
	39,400.00	39,400.00	32,321.04	2,947.03	0.00	7,078.96	82.0
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES							
	250.00	250.00	0.00	0.00	0.00	250.00	0.0

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Fund 10 - GENERAL FUND								
Expenditures								
RUSH PARK		203,537.00	218,687.00	200,187.82	23,412.42	0.00	18,499.18	91.5
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	715.00	647.16	87.97	0.00	67.84	90.5
OPERATIONS AND MAINTENANCE		580.00	715.00	647.16	87.97	0.00	67.84	90.5
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	107,000.00	107,000.00	84,601.10	8,564.44	0.00	22,398.90	79.1
CONTRACT SERVICES		107,000.00	107,000.00	84,601.10	8,564.44	0.00	22,398.90	79.1
STREET LIGHTING		107,580.00	107,715.00	85,248.26	8,652.41	0.00	22,466.74	79.1
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032	Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	650.00	647.19	88.00	0.00	2.81	99.6
OPERATIONS AND MAINTENANCE		580.00	650.00	647.19	88.00	0.00	2.81	99.6
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	55,000.00	55,000.00	45,106.54	9,047.96	0.00	9,893.46	82.0
CONTRACT SERVICES		55,000.00	55,000.00	45,106.54	9,047.96	0.00	9,893.46	82.0
STREET SWEEPING		55,580.00	55,650.00	45,753.73	9,135.96	0.00	9,896.27	82.2
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002	Salaries - Part-time	20,400.00	20,400.00	18,464.99	1,853.99	0.00	1,935.01	90.5
4003	Salaries - Overtime	500.00	500.00	28.09	0.00	0.00	471.91	5.6
4007	Vehicle Allowance	500.00	900.00	637.91	54.51	0.00	262.09	70.9
4015	Federal Payroll Tax -FICA	1,377.00	1,377.00	1,414.66	141.83	0.00	-37.66	102.7
4018	State Payroll Taxes	275.00	275.00	175.01	8.79	0.00	99.99	63.6
SALARIES AND BENEFITS		23,052.00	23,452.00	20,720.66	2,059.12	0.00	2,731.34	88.4
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	25.00	25.00	0.48	0.00	0.00	24.52	1.9
5014	Postage	300.00	300.00	2.25	0.00	0.00	297.75	0.8
5016	Office Supplies	200.00	200.00	106.13	0.52	0.00	93.87	53.1
5020	Telephone	1,000.00	1,300.00	1,293.87	175.96	0.00	6.13	99.5
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		1,625.00	1,925.00	1,402.73	176.48	0.00	522.27	72.9
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	65,000.00	73,000.00	72,492.69	741.58	0.00	507.31	99.3
5660	TREE REMOVAL	3,500.00	3,500.00	2,368.60	0.00	0.00	1,131.40	67.7
5670	Other Professional Services	4,300.00	4,300.00	3,475.81	1,018.68	0.00	824.19	80.8
CONTRACT SERVICES		72,800.00	80,800.00	78,337.10	1,760.26	0.00	2,462.90	97.0
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	18,500.00	31,500.00	13,845.00	0.00	0.00	17,655.00	44.0
CAPITAL EXPENDITURES		18,500.00	31,500.00	13,845.00	0.00	0.00	17,655.00	44.0

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Fund: 10 - GENERAL FUND								
Expenditures								
PARKWAY TREES		115,977.00	137,677.00	114,305.49	3,995.86	0.00	23,371.51	83.0
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	665.00	665.00	610.80	58.84	0.00	54.20	91.8
4003	Salaries - Overtime	62.00	62.00	47.43	8.40	0.00	14.57	76.5
4010	Workers Compensation Insurance	120.00	120.00	243.43	57.11	0.00	-123.43	202.9
4015	Federal Payroll Tax -FICA	56.00	56.00	50.34	5.13	0.00	5.66	89.9
4018	State Payroll Taxes	15.00	15.00	2.23	0.00	0.00	12.77	14.9
SALARIES AND BENEFITS		918.00	918.00	954.23	129.48	0.00	-36.23	103.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	500.00	640.00	647.08	87.97	0.00	-7.08	101.1
5022	Utilities	800.00	800.00	791.54	150.00	0.00	8.46	98.9
5023	Water	5,000.00	5,900.00	5,122.65	741.46	0.00	777.35	86.8
5030	Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032	Building & Grounds-Maintenance	1,000.00	1,000.00	771.61	0.00	0.00	228.39	77.2
5045	Miscellaneous Expenditures	100.00	100.00	33.20	0.00	0.00	66.80	33.2
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	200.00	200.00	0.00	0.00	0.00	200.00	0.0
OPERATIONS AND MAINTENANCE		7,800.00	8,840.00	7,366.08	979.43	0.00	1,473.92	83.3
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	3,374.80	306.80	0.00	225.20	93.7
5656	Tree Trimming	500.00	500.00	333.46	3.89	0.00	166.54	66.7
5670	Other Professional Services	50.00	50.00	47.42	15.85	0.00	2.58	94.8
CONTRACT SERVICES		4,150.00	4,150.00	3,755.68	326.54	0.00	394.32	90.5
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CAPITAL EXPENDITURES		100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS		12,968.00	14,008.00	12,075.99	1,435.45	0.00	1,932.01	86.2
Expenditures		1,316,494.00	1,379,893.00	1,208,606.77	123,681.22	0.00	171,286.23	87.6

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Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	380,264.75	9,285.30	0.00	-264.75	100.1
3101 Property assessments-prior yr	3,400.00	3,400.00	2,198.30	135.61	0.00	1,201.70	64.7
ASSESSMENTS	383,400.00	383,400.00	382,463.05	9,420.91	0.00	936.95	99.8
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	0.00	0.00	1,908.66	0.00	0.00	-1,908.66	0.0
USE OF MONEY AND PROPERTY	0.00	0.00	1,908.66	0.00	0.00	-1,908.66	0.0
Dept: 00	383,400.00	383,400.00	384,371.71	9,420.91	0.00	-971.71	100.3
Revenues	383,400.00	383,400.00	384,371.71	9,420.91	0.00	-971.71	100.3

Expenditures

Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
5619 Bond Trustee	3,048.00	3,048.00	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES	23,048.00	23,048.00	23,047.50	0.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	250,000.00	250,000.00	260,000.00	0.00	0.00	-10,000.00	104.0
5801 Interest	90,830.00	90,830.00	90,156.07	0.00	0.00	673.93	99.3
DEBT SERVICE	340,830.00	340,830.00	350,156.07	0.00	0.00	-9,326.07	102.7
RUSH PARK	363,878.00	363,878.00	373,203.57	0.00	0.00	-9,325.57	102.6
Expenditures	363,878.00	363,878.00	373,203.57	0.00	0.00	-9,325.57	102.6

REVENUE/EXPENDITURE REPORT
 May 2017 @ 91.67%

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Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017

Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL

Revenues

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	0.00	0.00	468.00	0.00	0.00	-468.00	0.0
3101 Property assessments-prior yr	0.00	0.00	500.68	29.98	0.00	-500.68	0.0
ASSESSMENTS	0.00	0.00	968.68	29.98	0.00	-968.68	0.0
Dept: 00	0.00	0.00	968.68	29.98	0.00	-968.68	0.0
Revenues	0.00	0.00	968.68	29.98	0.00	-968.68	0.0

REVENUE/EXPENDITURE REPORT
May 2017 @ 91.67%

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Rossmoor Community

For the Period: 7/1/2016 to 5/31/2017

Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS

Original Bud. Amended Bud. YTD Actual CURR MTH Encumb. YTD UnencBal % Bud

Revenues

Dept: 00

Acct Class: 30 PROPERTY TAXES

2999 FY Begin Fund Balance

105,109.00 105,109.00 0.00 0.00 0.00 105,109.00 0.0

PROPERTY TAXES

105,109.00 105,109.00 0.00 0.00 0.00 105,109.00 0.0

Dept: 00

105,109.00 105,109.00 0.00 0.00 0.00 105,109.00 0.0

Revenues

105,109.00 105,109.00 0.00 0.00 0.00 105,109.00 0.0

Expenditures

Dept: 30 ROSSMOOR PARK

Acct Class: 60 CAPITAL EXPENDITURES

6005 Buildings and Improvements

18,000.00 10,688.00 25,060.18 16,337.68 0.00 -14,372.18 234.5

CAPITAL EXPENDITURES

18,000.00 10,688.00 25,060.18 16,337.68 0.00 -14,372.18 234.5

ROSSMOOR PARK

18,000.00 10,688.00 25,060.18 16,337.68 0.00 -14,372.18 234.5

Dept: 50 RUSH PARK

Acct Class: 60 CAPITAL EXPENDITURES

6005 Buildings and Improvements

23,000.00 28,606.00 28,606.19 0.00 0.00 -0.19 100.0

CAPITAL EXPENDITURES

23,000.00 28,606.00 28,606.19 0.00 0.00 -0.19 100.0

RUSH PARK

23,000.00 28,606.00 28,606.19 0.00 0.00 -0.19 100.0

Dept: 75 CAPITAL PROJECTS

Acct Class: 50 OPERATIONS AND MAINTENANCE

5045 Miscellaneous Expenditures

5,000.00 9,451.00 18,208.48 10,371.46 0.00 -8,757.48 192.7

OPERATIONS AND MAINTENANCE

5,000.00 9,451.00 18,208.48 10,371.46 0.00 -8,757.48 192.7

CAPITAL PROJECTS

5,000.00 9,451.00 18,208.48 10,371.46 0.00 -8,757.48 192.7

Expenditures

46,000.00 48,745.00 71,874.85 26,709.14 0.00 -23,129.85 147.5

Grand Total Net Effect:

163,683.00 97,027.00 79,458.75 -88,642.77 0.00 17,568.25

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-1

Date: July 11, 2017
To: Honorable Board of Directors
From: General Manager
Subject: PUBLIC HEARING-FISCAL YEAR 2017-2018 PROPOSED FINAL BUDGET

RECOMMENDATION:

Open hearing, receive presentation from General Manager, take public testimony, close hearing, deliberate and approve Fiscal Year 2017-2018 Proposed Final Budget.

BACKGROUND:

A Fiscal Year 2017-2018 Preliminary Budget was presented to the Board at your June 13, 2017 regular board meeting and a Budget Workshop was held on July 5, 2017. After deliberation of the Preliminary Budget, the General Manager was directed to publish a Notice of Public Hearing for this evening's meeting. SB 135 requires that the hearing be noticed and a hearing be held prior to adoption of the Final Budget. The Notice was published as required and copy of that Notice of Public Hearing is attached.

The budget document before you was prepared before final year 2017-2018 budget numbers have been audited by the District's Auditor. This is due to the timing of the budget calendar required by SB 135 which does not provide sufficient time to complete an audit before the Final Budget must be adopted. The Final Budget will be fully reconciled when the District's Annual Audit is completed, at which time it will be presented to the Audit Committee and the Board at a future meeting.

The Budget Estimates to Close, however, are considered sufficiently accurate for adoption of the Final Budget. The Final Budget has also been adjusted to account for changes recommended by the Budget and Public Works CIP Committees and approved by the Board during the intervening period since your review of the Preliminary Budget.

These changes include the Annual Salary Plan, as recommended by the Budget Committee and Capital Improvement budget and Project Lists adjustments, as

recommended by the Public Works/CIP Committee. Not included this year are adjustments to fees due to the almost flat CPI during the year.

Upon the Board's approval of the Proposed Final Budget, you will be asked to adopt Annual Budget Revenues and Expenditures Total Amounts by resolution.

ATTACHMENTS:

1. Fiscal Year 2017-2018 Proposed Final Budget including annual Salary Plan.
2. Notice of Public Hearing.
3. Policy No. 3020 Budget Preparation, Adoption and Revision.

FY 2017-2018 PROPOSED FINAL BUDGET
TOTAL FUND SUMMARY

	Fund 10	Fund 20	Fund 40
Fund Balance, Beginning FY 2017-2018	795,031	0	32,450
General Fund Revenues			
Transfer In from other funds			
Property Taxes	908,835	383,400	
Street Light Assessments	314,600		
Interest on Investments	3,000		
From Other Govt. Agencies	60,400		
Permit and Rental Fees	158,700		
Miscellaneous Revenues	22,000		0
Total General Fund Revenues	1,467,535	383,400	0
Total General Fund Expenditures	1,371,702	363,648	19,500
Revenues Less Expenditures	95,833	19,752	12,950
Transfer Out - (To Fund 50 as directed by auditor)		(19,752)	
Fund Balance, End FY	890,864	0	12,950

2017-2018 Proposed Final Budget:

Revenues: 4% increase in current secured taxes and 4% increase in assessments.

Expenditures: 10% increase in liability insurance costs, 10% increase in water costs, 3% increase in hourly salaries.

10-20-5017-Fireworks: \$2,500 added in per Board Approval June 13, 2017 Board Meeting.

**2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND SUMMARY - FUND 10**

	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	% FY 15-16 VS FY 16-17	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	% FY 15-16 VS 16-17 ETC	2017-2018 PROPOSED FINAL BUDGET	% FY 15-16 VS FY 17-18
Fund Balance End	690,844	756,797	9.55%	756,797	756,797	9.55%	795,031	15.08%
Transfer from Reserve to Fund 40	0	0	0.00%	0	0	0.00%	0	0.00%
Transfer from Reserve to Fund 10	0	0	0.00%	0	0	0.00%	0	0.00%
Fund Balance FY 2014-2015	690,844	756,797	9.55%	756,797	756,797	9.55%	795,031	15.08%
General Fund Revenues								
Property Taxes	836,578	842,361	0.69%	848,000	876,435	4.76%	908,835	8.64%
Street Light Assessments	292,276	298,934	2.28%	298,934	302,500	3.50%	314,600	7.64%
Interest on Investments	3,144	2,100	-33.21%	3,000	3,000	-4.58%	3,000	-4.58%
From Other Govt. Agencies	59,906	60,400	0.83%	60,400	60,400	0.83%	60,400	0.83%
Permit and Rental Fees	161,840	173,500	7.20%	167,700	157,550	-2.65%	158,700	-1.94%
Miscellaneous Revenues	27,419	24,500	-10.65%	23,000	22,000	-19.76%	22,000	-19.76%
Total General Fund Revenues	1,381,162	1,401,795	1.49%	1,401,034	1,421,885	2.95%	1,467,535	6.25%
General Fund Expenditures								
Transfer Out to Fund 40	50,000	0	-100.00%	0	0	-100.00%	0	-100.00%
Administrative Services	409,772	410,860	0.27%	428,750	424,923	3.70%	420,275	2.56%
Recreation	132,750	135,065	1.74%	129,852	130,437	-1.74%	138,628	4.43%
Rossmoor Park	172,353	185,850	7.83%	200,456	203,446	18.04%	196,335	13.91%
Montecito Center	74,793	78,421	4.85%	84,998	85,670	14.54%	84,950	13.58%
Rush Park	197,997	203,537	2.80%	218,687	232,847	17.60%	219,750	10.99%
Street Lighting	106,819	107,580	0.71%	107,715	107,715	0.84%	107,715	0.84%
Rossmoor Signature Wall	2,000	2,100	5.00%	2,100	2,100	5.00%	2,100	5.00%
Street Sweeping	55,145	55,580	0.79%	55,650	55,650	0.92%	53,650	-2.71%
Parkway Trees	101,138	115,977	14.67%	137,677	126,225	24.81%	133,737	32.23%
Mini-Parks and Medians	12,441	12,968	4.24%	14,008	14,638	17.66%	14,562	17.05%
Total General Fund Expenditures	1,315,209	1,307,938	-0.55%	1,379,893	1,383,651	5.20%	1,371,702	4.30%
Revenues Less Expenditures	65,953	93,857	N/A	21,141	38,234	N/A	95,833	N/A
Fund Balance, End of Year	756,797	850,654	12.40%	777,938	795,031	5.05%	890,864	17.72%

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10

		2015-2016	2016-2017	2016-2017	2016-2017	2017-2018
		ACTUALS	APPROVED	AMENDED	ESTIMATES TO	PROPOSED
			BUDGET	BUDGET	CLOSE	FINAL
						BUDGET
General Fund Revenues						
Property Taxes						
10-00-3000	Current Secured	766,602	775,200	780,000	810,000	842,400
10-00-3001	Current Unsecured	26,247	22,000	26,500	26,000	26,000
10-00-3002	Prior Secured	7,256	7,500	7,500	7,100	7,100
10-00-3003	Prior Unsecured	536	4,500	1,000	535	535
10-00-3004	Delinquent Property Taxes	789	1,329	1,000	800	800
10-00-3010	Current Supplemental Assmnt.	20,563	20,000	18,000	18,000	18,000
10-00-3020	Public Utility	14,586	11,832	14,000	14,000	14,000
Total Property Taxes		836,578	842,361	848,000	876,435	908,835
Street Light Assessments						
10-00-3105	Assessments	292,276	298,934	298,934	302,500	314,600
Interest on Investments						
10-00-3200	Interest	3,144	2,100	3,000	3,000	3,000
From Other Governmental Agencies						
10-00-3301	State-Homeowners Prop. Tax Relief	5,392	5,400	5,400	5,400	5,400
10-00-3305	County-Street Sweep Reimburse.	54,514	55,000	55,000	55,000	55,000
Total From Other Governmental Agencies		59,906	60,400	60,400	60,400	60,400
Permit and Rental Fees						
10-00-3404	Tennis Reservations	12,729	14,500	13,500	11,500	12,500
10-00-3405	Wall Rental	480	600	500	350	500
10-00-3406	Volleyball & Ball Field Reservations	24,658	29,000	24,000	23,000	23,000
10-00-3410	Rossmoor Building Rental	17,371	18,200	17,500	16,500	16,500
10-00-3412	Montecito Building Rental	24,630	25,200	25,200	25,200	25,200
10-00-3414	Rush Building Rental	81,972	86,000	87,000	81,000	81,000
Total Fees		161,840	173,500	167,700	157,550	158,700
Miscellaneous Revenues						
10-00-3500	Miscellaneous	2,655	4,500	3,000	2,000	2,000
10-00-3502	Admin Fees	20,000	20,000	20,000	20,000	20,000
10-00-3600	Transfer IN	4,764	0	0	0	0
Total Miscellaneous Revenues		27,419	24,500	23,000	22,000	22,000
Total General Fund Revenues		1,381,162	1,401,795	1,401,034	1,421,885	1,467,535

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 10 Administrative Services

ACCOUNT NO.		2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 10 Administrative Services						
Salaries and Benefits						
10-10-4000	Board of Directors' Compensation	10,300	10,000	10,000	8,000	10,000
10-10-4001	Full Time	187,797	193,800	193,800	196,800	200,175
10-10-4003	Overtime	5,014	5,100	5,100	5,100	5,300
10-10-4007	Vehicle Allowance	480	500	500	400	450
10-10-4010	Workers' Comp. Insurance	2,682	2,300	4,334	5,500	5,500
10-10-4011	Medical Insurance	36,112	39,000	39,000	42,222	44,000
10-10-4015	Federal Payroll Taxes	15,851	18,400	18,400	16,500	17,000
10-10-4018	State Payroll Taxes	779	780	780	780	780
Total Salaries and Benefits		259,016	269,880	271,914	275,302	283,205
Operations and Maintenance						
10-10-5002	Insurance - Liability	12,392	12,500	13,000	13,000	15,900
10-10-5004	Membership & Dues	5,855	6,400	6,400	6,400	6,400
10-10-5006	Travel & Meetings	503	1,000	1,000	1,000	1,000
10-10-5007	Board Meetings Televised Exp	18,203	17,000	17,000	20,200	21,000
10-10-5010	Publications & Legal Notices	6,107	7,200	7,200	7,020	7,200
10-10-5012	Printing	1,170	700	700	700	1,000
10-10-5014	Postage	1,835	2,000	2,000	1,500	1,800
10-10-5016	Office & Meeting Supplies	7,367	7,200	7,200	7,200	7,200
10-10-5020	Telephone	1,717	1,500	1,700	1,950	1,950
* 10-10-5026	Computer/E-mail/Server Costs	0	0	0	0	3,700
10-10-5045	Miscellaneous Expenditures	6,597	5,500	5,500	5,500	6,500
10-10-5046	Bank Service Charges	1,775	2,000	2,000	1,500	1,700
10-10-5050	Elections	0	6,000	6,000	7,251	0
Total Operations and Maintenance		63,520	69,000	69,700	73,221	75,350
Contract Services						
10-10-5610	Legal Services	22,735	28,000	28,000	22,000	21,000
10-10-5615	Financial Audit-Consulting	10,100	10,100	10,700	10,400	10,720
10-10-5620	Miscellaneous Studies	2,000	0	6,000	6,000	0
10-10-5670	Other Professional Services	49,970	29,880	38,436	34,000	26,000
Total Contract Services		84,805	67,980	83,136	72,400	57,720
Capital Expenditures						
10-10-6010	Equipment	2,432	4,000	4,000	4,000	4,000
Total Administrative Services		409,772	410,860	428,750	424,923	420,275

* New Account

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 20 Recreation

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 20 Recreation					
Salaries and Benefits					
10-20-4001 Full Time	47,400	48,960	48,960	48,960	50,500
10-20-4002 Part Time	21,254	22,950	15,000	15,000	18,600
10-20-4003 Overtime	4,593	5,100	5,100	5,100	5,200
10-20-4005 Event Attendant	1,193	1,058	1,058	1,058	1,000
10-20-4007 Vehicle Allowance	312	350	350	100	100
10-20-4010 Workers' Comp. Insurance	1,122	1,080	1,750	2,350	2,350
10-20-4011 Medical Insurance	9,181	10,000	10,000	10,735	11,270
10-20-4015 Federal Payroll Tax	5,701	5,814	5,814	5,814	5,988
10-20-4018 State Payroll Taxes	571	600	600	600	400
Total Salaries and Benefits	91,327	95,912	88,632	89,717	95,408
Operations and Maintenance					
10-20-5006 Travel & Meetings	335	400	400	400	200
10-20-5010 Publications & Legal Notices	417	200	420	420	420
10-20-5012 Printing	137	100	100	100	100
10-20-5014 Postage	99	150	150	150	150
10-20-5016 Office & Meeting Supplies	1,027	1,000	1,000	1,000	1,000
10-20-5017 Community Events	27,844	25,253	27,000	27,000	28,000
10-20-5019 Fireworks	6,200	6,200	6,200	6,200	8,700
10-20-5020 Telephone	1,927	1,800	1,900	1,900	1,900
10-20-5045 Miscellaneous Expenditures	150	500	500	500	500
10-20-5051 Equipment Rental	0	250	250	250	250
Total Operations and Maintenance	38,135	35,853	37,920	37,920	41,220
Contract Services					
10-20-5670 Other Professional Services	3,288	2,300	2,300	1,800	1,000
Total Contract Services	3,288	2,300	2,300	1,800	1,000
Capital Expenditures					
10-20-6010 Equipment	0	1,000	1,000	1,000	1,000
Total Capital Expenditures	0	1,000	1,000	1,000	1,000
Total Recreation	132,750	135,065	129,852	130,437	138,628

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 30 Rossmoor Park

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 30 Rossmoor Park					
<u>Salaries and Benefits</u>					
10-30-4001 Full Time	35,635	39,535	39,535	36,000	38,000
10-30-4002 Part Time	12,012	12,240	15,000	19,000	19,000
10-30-4003 Overtime	2,877	2,805	2,805	2,805	2,500
10-30-4010 Workers' Comp. Insurance	2,885	2,400	4,300	5,800	5,500
10-30-4011 Medical Insurance	11,341	13,000	13,000	13,300	13,500
10-30-4015 Federal Payroll Taxes	3,873	3,800	3,800	4,300	4,370
10-30-4018 State Payroll Taxes	265	310	310	310	250
Total Salaries and Benefits	68,888	74,090	78,750	81,515	83,120
<u>Operations and Maintenance</u>					
10-30-5010 Publications & Legal Notices	382	300	600	600	500
10-30-5012 Printing	34	50	50	50	50
10-30-5014 Postage	33	50	50	50	50
10-30-5016 Office & Meeting Supplies	609	900	900	900	700
10-30-5018 Janitorial Supplies	4,775	4,500	4,500	4,500	4,500
10-30-5020 Telephone	2,290	1,650	2,300	2,300	2,300
10-30-5022 Utilities	13,018	12,000	12,000	12,000	12,000
10-30-5023 Water (Prev inc. in Utilities 5022)	16,009	25,000	25,000	25,000	25,000
10-30-5025 Sewer Tax	892	910	906	906	915
10-30-5030 Vehicle Maintenance	638	1,000	1,000	1,000	600
10-30-5032 Buildings & Grounds-Maintenance	27,138	24,000	33,000	33,000	27,000
10-30-5034 Alarm Systems/Security	794	750	750	975	750
10-30-5045 Miscellaneous/Expenditures	242	500	500	500	250
10-30-5051 Equipment Rental	0	250	250	250	250
10-30-5052 Minor Facility Repairs/Tools	0	500	500	500	250
Total Operations and Maintenance	66,854	72,360	82,306	82,531	75,115
<u>Contact Services</u>					
10-30-5655 Landscape Maintenance	32,497	36,000	36,000	36,000	36,000
10-30-5656 Tree Trimming	967	1,100	1,100	1,100	1,100
10-30-5670 Other Professional Services	3,146	2,300	2,300	2,300	1,000
Total Contract Services	36,610	39,400	39,400	39,400	38,100
<u>Capital Expenditures</u>					
10-30-6010 Equipment	0	0	0	0	0
Total Capital Expenditures	0	0	0	0	0
Total Rossmoor Park	172,353	185,850	200,456	203,446	196,335

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 40 Montecito Center

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 40 Montecito Center					
<u>Salaries and Benefits</u>					
10-40-4001 Full Time	29,340	31,620	31,620	30,000	32,520
10-40-4002 Part Time	5,537	6,120	6,500	7,800	8,500
10-40-4003 Overtime	2,095	2,040	2,040	2,040	2,150
10-40-4010 Workers' Comp. Insurance	2,305	2,000	4,000	4,500	4,200
10-40-4011 Medical Insurance	9,177	9,900	9,900	10,728	11,000
10-40-4015 Federal Payroll Taxes	2,832	2,856	2,856	3,000	3,000
10-40-4018 State Payroll Taxes	136	140	140	160	160
Total Salaries and Benefits	51,422	54,676	57,056	58,228	61,530
<u>Operations and Maintenance</u>					
10-40-5010 Publications & Legal Notices	382	582	582	582	400
10-40-5012 Printing	34	50	50	50	50
10-40-5014 Postage	33	50	50	50	50
10-40-5016 Office & Meeting Supplies	609	900	900	800	700
10-40-5018 Janitorial Supplies	4,137	3,500	4,000	4,000	4,000
10-40-5020 Telephone	1,957	1,650	2,000	2,000	2,000
10-40-5022 Utilities	1,594	2,000	2,000	1,700	1,700
10-30-5023 Water (Prev inc. in Utilities 5022)	1,293	1,600	1,600	2,000	2,200
10-40-5025 Sewer Tax	749	763	760	760	770
10-40-5030 Vehicle Maintenance	627	1,000	1,000	1,000	600
10-40-5032 Buildings & Grounds-Maintenance.	3,827	3,700	5,700	5,700	3,800
10-40-5034 Alarm Systems/Security	405	400	400	400	400
10-40-5045 Miscellaneous/Expenditures	0	50	50	50	50
10-40-5051 Equipment Rental	0	250	250	250	250
10-40-5052 Minor Facility Repairs/Tools	0	500	500	500	250
Total Operations and Maintenance	15,647	16,995	19,842	19,842	17,220
10-40-5655 Landscape Maintenance	3,611	3,600	3,600	3,600	3,600
10-40-5656 Tree Trimming	967	1,100	1,100	1,100	1,100
10-40-5670 Other Professional Services	3,146	2,000	2,000	1,500	1,000
Total Contract Services	7,724	6,700	6,700	6,200	5,700
<u>Capital Expenditures</u>					
10-40-6010 Equipment	0	50	1,400	1,400	500
Total Capital Expenditures	0	50	1,400	1,400	500
Total Montecito Center	74,793	78,421	84,998	85,670	84,950

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 50 Rush Park

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 50 Rush Park					
Salaries and Benefits					
10-50-4001 Full Time	35,635	37,740	37,740	37,740	38,000
10-50-4002 Part Time	12,179	12,750	15,000	17,000	17,400
10-50-4003 Overtime	2,973	2,907	2,907	2,907	2,800
10-50-4005 Event Attendant	5,482	5,800	5,800	5,800	4,800
10-50-4010 Workers' Comp. Insurance	2,685	2,400	4,300	5,500	5,500
10-50-4011 Medical Insurance	11,341	13,000	13,000	13,260	13,500
10-50-4015 Federal Payroll Taxes	4,315	4,370	4,370	4,370	4,370
10-50-4018 State Payroll Taxes	405	400	400	400	400
Total Salaries and Benefits	75,014	79,367	83,517	86,977	86,770
Operations and Maintenance					
10-50-5010 Publications & Legal Notices	382	500	500	500	500
10-50-5012 Printing	48	250	250	250	50
10-50-5014 Postage	33	100	100	100	100
10-50-5016 Office & Meeting Supplies	609	900	900	900	700
10-50-5018 Janitorial Supplies	4,789	4,500	4,500	4,500	4,500
10-50-5020 Telephone	2,298	2,000	2,000	2,000	2,300
10-50-5022 Utilities	27,934	26,000	26,000	26,000	22,000
10-50-5023 Water (Prev inc. in Utilities 5022)	19,343	20,000	30,000	34,000	34,000
10-50-5025 Sewer Tax	3,412	3,520	3,520	3,520	3,630
10-50-5030 Vehicle Maintenance	627	1,000	1,000	1,000	600
10-50-5032 Buildings & Grounds-Maintenance	25,969	24,000	25,000	32,500	25,000
10-50-5034 Alarm Systems/Security	787	750	750	750	750
10-50-5045 Miscellaneous/Expenditures	142	250	250	250	250
10-50-5051 Equipment Rental	0	250	250	250	250
10-50-5052 Minor Facility Repairs/Tools	0	500	500	500	250
Total Operations and Maintenance	86,373	84,520	95,520	107,020	94,880
10-50-5655 Landscape Maintenance	32,497	36,000	36,000	36,000	36,000
10-50-5656 Tree Trimming	967	1,100	1,100	1,100	1,100
10-50-5670 Other Professional Services	3,146	2,300	2,300	1,500	1,000
Total Contract Services	36,610	39,400	39,400	38,600	38,100
Capital Expenditures					
10-50-6010 Equipment	0	250	250	250	0
Total Capital Expenditures	0	250	250	250	0
Total Rush Park	197,997	203,537	218,687	232,847	219,750

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 60 Street Lighting, 65 Signature Wall, and 70 Street Sweeping

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 60 Street Lighting					
Operations and Maintenance					
10-60-5020 Telephone	699	580	715	715	715
Contract Services					
10-60-5650 Lighting & Maintenance	106,120	107,000	107,000	107,000	107,000
Total Street Lighting	106,819	107,580	107,715	107,715	107,715
Department 65 Rossmoor Signature Wall					
Operations and Maintenance					
10-65-5002 Insurance - Liability	2,000	2,000	2,000	2,000	2,000
10-65-5032 Buildings & Grounds-Maintenance	0	100	100	100	100
Total Rossmoor Signature Wall	2,000	2,100	2,100	2,100	2,100
Department 70 Street Sweeping					
Operations and Maintenance					
10-70-5020 Telephone	632	580	650	650	650
Total Operations and Maintenance	632	580	650	650	650
Contract Services					
10-70-5642 Street Sweeping	54,514	55,000	55,000	55,000	53,000
Total Street Sweeping	55,145	55,580	55,650	55,650	53,650

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 80 Parkway Trees

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 80 Parkway Trees					
Salaries and Benefits					
10-80-4002 Salaries Part Time	19,801	20,400	20,400	20,400	21,012
10-80-4003 Salaries Overtime	131	500	500	100	100
10-80-4007 Vehicle Allowance	437	500	900	900	750
10-80-4015 Federal Payroll Tax -FICA	1,525	1,377	1,377	1,525	1,525
10-80-4018 State Payroll Taxes	157	275	275	275	175
Total Salaries and Benefits	22,052	23,052	23,452	23,200	23,562
Operations and Maintenance					
10-80-5012 Printing	1	25	25	25	25
10-80-5014 Postage	15	300	300	100	100
10-80-5016 Office & Meeting Supplies	147	200	200	200	150
10-80-5020 Telephone	1,315	1,000	1,300	1,300	1,300
10-80-5030 Vehicle Maintenance	0	50	50	50	50
10-80-5051 Equipment Rental	0	50	50	50	50
Total Operations and Maintenance	1,478	1,625	1,925	1,725	1,675
Contract Services					
10-80-5656 Tree Trimming	65,660	65,000	73,000	73,000	73,000
* 10-80-5657 Tree Health Care	0	0	0	0	5,000
10-80-5660 Tree Removals	2,837	3,500	3,500	3,000	2,500
10-80-5670 Other Professional Services	6,344	4,300	4,300	4,300	3,000
Total Contract Services	74,841	72,800	80,800	80,300	83,500
Capital Expenditures					
10-80-6015 Trees	19,952	18,500	31,500	21,000	25,000
Total Parkway Trees	101,138	115,977	137,677	126,225	133,737

* New Account

2017-2018 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

Department 90 Mini-Parks & Medians

ACCOUNT NO.	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Department 90 Mini-Parks & Medians					
Salaries and Benefits					
10-90-4001 Full Time	670	665	665	665	685
10-90-4003 Overtime	69	62	62	62	64
10-90-4010 Workers' Comp. Insurance	130	120	120	300	300
10-90-4015 Federal Payroll Taxes	57	56	56	56	58
10-90-4018 State Payroll Taxes	2	15	15	15	15
Total Salaries and Benefits	927	918	918	1,098	1,122
Operations and Maintenance					
10-90-5020 Telephone	640	500	640	640	640
10-90-5022 Utilities	1,107	800	800	1,150	1,150
10-30-5023 Water (Prev inc. in Utilities 5022)	5,430	5,000	5,900	6,000	6,400
10-90-5030 Vehicle Maintenance	0	100	100	100	0
10-90-5032 Building & Grounds Maintenance.	356	1,000	1,000	1,000	800
10-90-5045 Miscellaneous/Expenditures	0	100	100	100	100
10-90-5051 Equipment Rental	0	100	100	100	100
10-90-5052 Minor Facility Repairs/Tools	0	200	200	200	100
Total Operations and Maintenance	7,533	7,800	8,840	9,290	9,290
Contract Services					
10-90-5655 Landscape Maintenance	3,611	3,600	3,600	3,600	3,600
10-90-5656 Tree Trimming	322	500	500	500	400
10-90-5670 Other Professional Services	47	50	50	50	50
Total Contract Services	3,980	4,150	4,150	4,150	4,050
Capital Expenditures					
10-90-6010 Equipment	0	100	100	100	100
Total Capital Expenditures	0	100	100	100	100
Total Mini-Parks PRE	12,441	12,968	14,008	14,638	14,562
TOTAL GENERAL FUND EXPENDITURES	1,315,209	1,307,938	1,379,893	1,383,651	1,371,702

**2017-2018 PROPOSED FINAL BUDGET
RUSH PARK ASSESSMENT DISTRICT - FUND 20
REVENUES / EXPENDITURES BY ACCOUNT NUMBER**

ACCOUNT NO.	TITLE	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
Assigned Fund Balance, Beginning		0	0	0	0	0
<u>Rush Park AD Revenues</u>						
Assessments						
20-00-3100	Current Year Secured	381,588	380,000	380,000	380,000	380,000
20-00-3101	Prior Year Secured	2,565	3,400	3,400	3,400	3,400
20-00-3200	Interest on investments	0	0	0	1,909	-
20-00-3500	Other Misc. Rev.	0	0	0	0	0
Total Rush Park AD Revenues		384,153	383,400	383,400	385,309	383,400
<u>Rush Park AD Expenditures</u>						
20-50-5617	Aministrative Fees	20,000	20,000	20,000	20,000	20,000
20-50-5619	Bond Trustee	3,048	3,048	3,048	3,048	3,048
Total Contract Services		23,048	23,048	23,048	23,048	23,048
<u>Annual Debt Service</u>						
20-50-5800	Principal	245,000	250,000	250,000	250,000	260,000
20-50-5801	Interest	106,485	90,830	90,830	90,830	80,600
20-50-5045	Miscellaneous	0	0	0	0	0
Total Annual Debt Service		351,485	340,830	340,830	340,830	340,600
Total Rush Park AD Expenditures		374,533	363,878	363,878	363,878	363,648
Revenues Less Expenditures		9,620	19,522	19,522	21,431	19,752
<u>Transfers Out</u>		0	0	0	0	0
(1) Transfer Out - (To Fund 50 as directed by auditor)		9,620	19,522	19,522	21,431	19,752
Fund Balance, End of Year		0	0	0	0	0

2017-2018 PROPOSED FINAL BUDGET
CAPITAL IMPROVEMENT PROGRAM - FUND 40
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	2016-2017 AMENDED BUDGET	2016-2017 ESTIMATES TO CLOSE	2017-2018 PROPOSED FINAL BUDGET
<u>Assigned Fund Balance, Beginning</u>		129,602	105,109	105,109	105,109	32,450
<u>Revenues</u>						
	Golden State Water Reimbursement	18,092	0	0	0	0
	40-00-3600 Transfer In Fund 10	50,000	0	0	0	0
	40-00-3600 Transfer In Fund 20	0	0	0	0	0
	40-00-3600 Transfer In Fund 30	0	0	0	0	0
<u>Total Capital Improvement Program Revenues</u>		197,694	105,109	105,109	105,109	32,450
<u>Expenditures</u>						
	Dept.					
	Rossmoor Park	10,778	18,000	10,688	25,060	0
	Montecito Center	0	0	0	0	0
	Rush Park	44,816	23,000	28,606	28,606	13,000
	General	36,991	5,000	9,451	18,993	6,500
<u>Total Expenditures</u>		92,585	46,000	48,745	72,659	19,500
<u>Revenues Less Expenditures</u>		105,109	59,109	56,364	32,450	12,950
<u>Fund Balance, End of Year</u>		105,109	59,109	56,364	32,450	12,950

**CAPITAL IMPROVEMENT PROGRAM
2017-2018 PROPOSED FINAL BUDGET**

PROJECT TITLE	ACTUAL 2015-2016	2016-2017 APPROVED BUDGET	2017-2018 PROPOSED FINAL BUDGET	2016-2017 ETC	2017-2018 PROPOSED FINAL BUDGET	2018-2019 INFORMATION ONLY	2019-2020 INFORMATION ONLY	2020-2021 INFORMATION ONLY
REVENUES								
Beginning Fund Balance	\$129,602	\$105,109	\$105,109	\$105,109	\$32,450	\$12,950	(\$21,050)	(\$37,550)
Transfer from Fund 10	\$50,000		\$0					
Golden State Water Reimbursement for Water Conservation	18,092		0					
TOTAL REVENUES	\$197,694	\$105,109	\$105,109	\$105,109	\$32,450	\$12,950	(\$21,050)	(\$37,550)
EXPENSES								
ROSSMOOR PARK								
Lighting Repaired and Replaced (\$16,338 - Insurance Payment \$1,965= \$14,373)				\$14,372				
Community Room Cabinets	\$10,778	\$10,000	\$1,236	\$1,236				
Rossmoor Park Playground (Estimate)								\$100,000
Basketball and Tennis Courts Resurfacing (Estimate)						\$20,000		
3 Drinking Fountains		\$8,000	\$9,452	\$9,452				
ROSSMOOR PARK SUBTOTAL	\$10,778	\$18,000	\$10,688	\$25,060	\$0	\$20,000	\$0	\$100,000
MONTECITO								
Outdoor Security Lighting (Estimate)								\$5,000
Upgrade Counter Tops and Drop Ceiling (Estimate)						\$2,500		
Carpeting (Estimate)						\$5,000		
MONTECITO SUBTOTAL	\$0	\$0	\$0	\$0	\$0	\$7,500	\$0	\$5,000
RUSH PARK								
Parking Lot Repair \$33000	\$0	\$0						
Rush Park Playground Landscape Shade	\$44,816	\$23,000	\$28,606	\$28,606				
Auditorium & Room Carpeting (Estimate)							\$10,000	
Electrical Lighting For Winter Festival (Estimate)					\$5,000			
Roll Coat Maintenance Pour-in-Place (Estimate \$8000 both parks)					\$8,000			
RUSH PARK SUBTOTAL	\$44,816	\$23,000	\$28,606	\$28,606	\$13,000	\$0	\$10,000	\$0
ROSSMOOR WALL								
ROSSMOOR WALL SUBTOTAL	\$0	\$0	\$0		\$0	\$0	\$0	\$0
GENERAL								
Work Truck (Finance for 4 years)		\$5,000	\$9,451	\$9,486	\$6,500	\$6,500	\$6,500	
Rossmoor Park Smart Meter	\$9,450							
Landscape Rush and Rossmoor for Water Conservation	\$18,091							
Rush Park Smart Meter	\$9,450							
Montecito Street Lighting Improvements				\$9,507				
GENERAL SUBTOTAL	\$36,991	\$5,000	\$9,451	\$18,993	\$6,500	\$6,500	\$6,500	\$0
TOTAL EXPENSES	\$92,585	\$46,000	\$48,745	\$72,659	\$19,500	\$34,000	\$16,500	\$105,000
ENDING FUND BALANCE	\$105,109	\$59,109	\$56,365	\$32,450	\$12,950	(\$21,050)	(\$37,550)	(\$142,550)

**NOTICE OF
PREPARATION OF FINAL BUDGET
HEARING ON PROPOSED FINAL BUDGET
OF ROSSMOOR COMMUNITY SERVICES DISTRICT
FOR FISCAL YEAR 2017-2018**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Services District has reviewed a preliminary budget as of June 13, 2017 for fiscal year 2017-2018, and the General Manager of the District has prepared a proposed Final Budget for the District for fiscal year 2017-2018. The proposed Final Budget is available for inspection at the District office between the hours of 9:00 A.M. and 5:00 PM, Monday through Friday. Persons wishing to inspect the proposed final budget should ask for James D. Ruth, the District's General Manager, and state that they wish to review the proposed Final Budget for fiscal year 2017-2018. The District office is located at 3001 Blume Drive, Rossmoor, CA 90720.

NOTICE IS ALSO GIVEN that the Board of Directors of the District will conduct a hearing on the proposed Final Budget on July 11, 2017, commencing at 7:00 P.M., at the District Auditorium, 3021 Blume Drive, Rossmoor, CA 90720. Any person may appear at the time of the hearing and be heard regarding any item in the proposed Final Budget, or regarding the addition of other items. Following the hearing, the Board of Directors may adopt the proposed Final Budget as the District's Final Budget for fiscal year 2017-2018.

James D. Ruth

Board Secretary

June 14, 2017

Date

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: July 11, 2017

To: Honorable Board of Directors

From: General Manager

Subject: RESOLUTION No. 17-07-11-01 ESTABLISHING THE ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT FOR FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

RECOMMENDATION:

Approve Resolution No. 17-07-11-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT FOR THE FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

BACKGROUND:

At their June 14, 2016 Regular Meeting, the Board discussed the Preliminary Budget and authorized the General Manager to submit a Proposed Final Budget for the Fiscal Year 2017-2018. Approval of this resolution is in keeping with SB 135 which requires approval of the Final Budget by a Resolution of the Board of Directors. This action also establishes budgetary control by the Board at the Fund level. At the June meeting, the Board also adopted a resolution establishing the FY 2017-2018 Expenditure Limits. The proposed expenditure totals of the Final Budget are well within those limits.

ATTACHMENTS:

1. Resolution No. 17-07-11-01.
2. Attachment A - Annual Budget Expenditures Totals Amount Summary.

RESOLUTION 17-07-11-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT FOR THE FISCAL YEAR 2017-2018 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

WHERE AS, the Rossmoor Community Services District did discuss and approve at a public hearing, the District’s Fiscal Year 2017-2018 Final Budget at its Regular Meeting on July 11, 2017.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Rossmoor Community Services District that it hereby establishes the Annual Budget Revenue and Expenditure totals by Fund in the amounts specified in Attachment A for the Fiscal Year 2017-2018.

PASSED AND ADOPTED this 11th day of July, 2017.

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: _____
Michael Maynard, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

ATTACHMENT A

ANNUAL FISCAL YEAR 2017-2018 ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT SUMMARY

TOTAL FUND REVENUES

FUND 10	\$1,467,535
FUND 20	\$383,400
FUND 40 (Beginning Fund Balance \$32,450)	\$0

TOTAL ALL FUNDS **\$1,850,935**

TOTAL FUND EXPENDITURES

FUND 10	\$1,371,702
FUND 20	\$363,648
FUND 40	\$19,500

TOTAL ALL FUNDS **\$1,754,850**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: July 11, 2017
To: Honorable Board of Directors
From: General Manager
Subject: CSDA BOARD OF DIRECTORS ELECTION 2017

RECOMMENDATION:

Discuss proposed slate of five (5) candidates and give direction to General Manager to submit its vote for one candidate for Seat C on the Board of the California Special District Association (CSDA).

BACKGROUND:

As a member in good standing of California Special Districts Association, the District is entitled to vote on representatives for in its Network for Seat C. Attached is a communication from CSDA requesting that the District submit its vote for Seat C, one of three seats for Region 6. Also included are statements from the five candidates for the position. Ballots must be received at the CSDA office in Sacramento, CA by 5:00 p.m. on Friday, August 4, 2017.

ATTACHMENTS:

1. Communication from CSDA received June 5, 2017 re: Election Ballot Instructions.
2. CSDA Ballot.



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2017 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat C.

Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) person to represent its network.

We have enclosed the candidate information for each candidate who submitted one. Please vote for **only one** candidate to represent your network in Seat C, **unless otherwise noted on the actual ballot**, and be sure to sign, date and fill in your member district information. If any part of the ballot is not complete, the ballot will not be valid and will not be counted.

Please utilize the enclosed return envelope to return the completed ballot. Ballots must be received at the CSDA office at 1112 I Street, Suite 200, Sacramento, CA 95814 by **5:00pm on Friday, August 4, 2017**.

If you do not use the enclosed envelope, please mail in your ballot to:

California Special Districts Association

Attn: 2017 Board Elections

1112 I Street, Suite 200

Sacramento, CA 95814

RECEIVED

JUN 05 2017

Please contact Beth Hummel at 877.924.2732 or bethh@csda.net with any questions.



2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Arlene Schafer

District/Company: Costa Mesa Sanitary District

Title: Secretary

Elected/Appointed/Staff: Elected

Length of Service with District: 20 Years

1. **Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):**

Current member of the CSDA Board of Directors, Legislative Committee, Membership Commission Chair, Fiscal Committee and attendee of Legislative Days, Annual Conference, SDLA certificate holder.

2. **Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):**

Member of CSAC and was a member of the League when serving on the City Council.

3. **List local government involvement (such as LAFCo, Association of Governments, etc.):**

LAFCO member representing special districts, former Chair and Vice Chair of the ISDOC and currently serving as an Executive Committee member, OCCOG Board member.

4. **List civic organization involvement:**

President of Harbor-Mesa Lions (2 terms), Costa Mesa Republican Federation of Women, OC Federation of Women, 3rd Vice President Ways & Means, Costa Mesa for Responsible Government member.

RE-ELECT ARLENE SCHAFER CALIFORNIA SPECIAL DISTRICTS ASSOCIATION SOUTHERN NETWORK

Arlene Schafer—Secretary Costa Mesa Sanitary District



As the former Mayor of the City of Costa Mesa, it has been an honor to serve as your representative on the California Special Districts Association (CSDA) for the past two years and now I humbly ask for your support to re-elect me to the Southern Network for another term. I believe my 28 years of experience as a local government leader that includes 20 years serving special districts in a variety of different capacities makes me the best candidate. In March, the Little Hoover Commission will release its report on special districts and its very likely the report will focus on the role Local Agency Formation Commissions play in special district formation and reorganization. CSDA was an active participant in the public hearings where commissioners learned how special districts provide vital services in our communities and are directly accountable to our voters and ratepayers. During my term as a member of the Board of Directors, CSDA successfully advocated for special districts by using the latest technology for outreaching such as CSDA's campaign website, "Districts Make the Difference" and the new online video, "Districts Empower our Communities." I believe it is extremely important for CSDA to keep its foot on the pedal on advocacy by letting legislators, media, business leaders, schools and the general public know how important we are in our communities.

PREVIOUS CSDA EXPERIENCE

- ◆ Board President
- ◆ Board Vice President
- ◆ Board Secretary
- ◆ Finance Corporation
- ◆ Legislation Committee
- ◆ Fiscal Committee
- ◆ CSDA Membership Committee
- ◆ Recruitment & Planning Committee

Currently, I am serving on the Board of Directors for the Costa Mesa Sanitary District (CMSD) where I have been a Board member for 20 years. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence for four consecutive years and CMSD is one of few special districts in California that received Gold Recognition in Special District Governance.

If re-elected, I will continue to support CSDA's public outreach campaign about the essential services we provide and I will work collaboratively with CSDA Board of Directors and staff on providing essential training and professional development to help your agency succeed. Please vote for Arlene Schafer by August 4, 2017.



**California Special
Districts Association**
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Kristin Bloomer

District/Company: Desert Water Agency

Title: Secretary-Treasurer

Elected/Appointed/Staff: Elected

Length of Service with District: 12/4/15 - Current

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I recently attended the CSDA Legislative Days event.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am a member of ACWA and attend their conferences.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

City of Palm Springs Measure J Oversight Committee, Desert Water Agency Finance and Legislative Committees

4. List civic organization involvement:

Palm Springs SunUp Rotary Club, Palm Springs Woman's Club, St. Theresa

School PTA President, Desert Roundtable

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

Kristin Bloomer's Candidate Statement

I was first elected to the Desert Water Agency Board in 2015 and currently serve as Secretary-Treasurer on the Board of Desert Water Agency. However, service to my community has always played an important role in my life. I am dedicated to improving the quality of life for my community. Throughout my life, influence in community affairs and local government has grown. I have focused on the priority of shaping local government to strengthen the local and regional economies and create solutions to local and regional challenges. Southern California is faced with many challenges and I believe that challenges present opportunities, and that the Southern Network cannot afford to miss capitalizing upon those opportunities.

I am a longtime Palm Springs resident. My community service started early, when as a teenager, I volunteered with The Braille Institute and the National Charity League of Palm Springs.

My dedication to community service includes:

- Palm Springs Measure J Oversight Commission Vice-Chair
- Palm Springs Sunup Rotary Club past-President and current Assistant District Governor
- Founding President of the Desert Valley Women's Club
- Member of the Palm Springs Woman's Club
- St Theresa School Parent Teacher Group Board President
- Volunteer Volleyball Coach at Palm Springs High School
- Finance and Legislative Committee of Desert Water Agency



**California Special
Districts Association**
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: John DeMonaco

District/Company: Chino Valley Independent Fire District

Title: Director

Elected/Appointed/Staff: Elected

Length of Service with District: 11 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I am on the Legislative and Fiscal Committees

I have also served on the Education and Membership Committees

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I am on the Board of Directors for the Fire Districts Association of California

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

N/A

4. List civic organization involvement:

I am a member and past Chairman of the Rotary Club of Chino. I am also a Board Member of the Chino Rotary Foundation.

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

I am seeking election to a seat on the Board of Directors of the California Special Districts Association.

I have served on the Board of Directors of the Chino Valley Independent Fire District for 11 years, elected in 2006. I am very proud to state that our Fire District is the **first** fire district to receive the District of Distinction Accreditation from the Special Districts Leadership Foundation (SDLF). We have been a District of Distinction since 2008. We also have obtained a District of Transparency Certificate of Excellence. I have completed the SDLF Recognition of Special District Governance.

I serve on the CSDA Legislative and the Fiscal Committees. I have previously served on the CSDA Education and Membership committees.

I am a retired Fire Chief with 33 years of Fire Service experience. I have been involved in city, county, JPAs and special districts in various capacities. I am currently on the Board of Directors of the Fire Districts Association of California and also serve on their Conference Committee. I am a Past President of the Chino Rotary Club and past Chairman of the Chino Rotary Foundation.

I understand, and I am committed to legislative advocacy for special districts. Special Districts provide one of the most effective, efficient, and accountable forms of local service. It is vital that we continue to work together to influence and monitor policy decisions affecting California special districts.

My commitment, extensive experience, and education in public service and as a special district board member and policy-maker, provides me with the ability to effectively serve as a CSDA Board Member representing all California Special Districts. I look forward to your support!

Please contact me at (909) 816-8396 or email at jdemonaco@chofire.org.

John DeMonaco



2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Richard Hall

District/Company: Mojave Water Agency

Title: Director, Division 3

Elected/Appointed/Staff: Elected

Length of Service with District: 17 years

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

Currently serving on the Professional Development Committee and Membership Committee

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

Mojave Water Agency is a member of ACWA

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

Currently President of the Association of San Bernardino County Special Districts

4. List civic organization involvement:

Member of the Elks Association, Kiwanis, Summit Valley Property Owners

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

CANDIDATE STATEMENT

My name is Richard Hall and I am currently a Director for the Mojave Water Agency and President of the Association of the San Bernardino County Special Districts and have served as an elected official for more than 35 years in two Special District organizations. I am interested in the CSDA Board of Directors position for Southern District Seat C – here is a list of my qualifications:

- First-hand knowledge and experience to ensure that we have safe, quality drinking water.
- Knowledge and experience in Recreation and Parks through 20 years on the Hesperia Recreation and Parks Special District board and served as president four times.
- Knowledge and experience in Property Owners Association in Summit Valley, California where I helped to bring electricity and natural gas to the owners and served as president.
- Knowledge and experience in Engineering and Management at General Dynamics Program Office working with the Federal and State government.
- Reduced taxes through leadership as well as set policy to purchase quality water, build water discharge facilities, and given tax money back to residents who helped reduce water usage.
- Continue to fight to bring 21st century technology to our Agency to study in order to better ensure management of our water resources by advanced computer systems, deep monitor wells, and other state of the art methods.
- Worked closely with community leaders and residents for best policies and strategies including getting State and Federal funding for safe, drinkable water and other needed projects and programs..
- Support funding colleges and students for research and development for continued new resource solutions for present and future issues.

I know that more needs to be done and have plans to meet these challenges. Let us protect our future and provide leadership with someone who knows how.



California Special
Districts Association
Districts Stronger Together

2017 CSDA BOARD CANDIDATE INFORMATION SHEET

The following information **MUST** accompany your nomination form and Resolution/minute order:

Name: Michael Mack

District/Company: Rainbow Municipal Water District

Title: Director, Division 5

Elected/Appointed/Staff: Elected

Length of Service with District: 5 months

1. Do you have current involvement with CSDA (such as committees, events, workshops, conferences, Governance Academy, etc.):

I am the officially appointed RMWD representative for CSDA.

2. Have you ever been associated with any other state-wide associations (CSAC, ACWA, League, etc.):

I serve as the RMWD representative of both ACWA & CSDA.

3. List local government involvement (such as LAFCo, Association of Governments, etc.):

I worked for the city of San Marcos, CA for over 30 years as Parks Superintendent.

4. List civic organization involvement:

Past President of P.T.A.

*** SEE ATTACHED STATEMENT ***

****Candidate Statement** – Although it is not required, each candidate is requested to submit a candidate statement of no more than 300 words in length. **Any statements received in the CSDA office after May 31, 2017 will not be included with the ballot.**

ENDLESS POSSIBILITIES



My name is Michael Mack and I am honored to be seeking election to be on the Board of Directors of California Special Districts Association.

I was elected to the Rainbow Municipal Water District Board of Directors in December 2016 and appointed to serve as the District's representative at both ACWA and CSDA. My background includes a degree in horticulture and worked for the City of San Marcos for over thirty years. As the Parks Department Supervisor, I had many responsibilities including reviewing plans and inspection of new park and street median installations. I was both a Certified Playground Inspector and Irrigation Auditor. One of my main responsibilities was ensuring efficient usage of water resources. I calculated, determined, and programmed water requirements for the plant material for all parks and street medians within the City.

I have learned the importance of CSDA is we are the support system to help ensure efficient and productive services to both small and large communities throughout California at the local level of city governments. As your CSDA Board Member, I see endless possibilities and promise to tackle and meet the challenges our districts face. We all must work together for present and future needs for our special districts and by doing so we can and will achieve our goals. We must be proactive with our legislators and with this energy and commitment we can make the difference between success and failure.

I am very honored to have this chance to serve all of you and given this opportunity. I feel extensive service and experience in the public sector, I will work effortlessly to make those endless possibilities become reality.

CSDA BOARD OF DIRECTORS 2017 ELECTION


 OFFICIAL BALLOT


**SOUTHERN
NETWORK**

SEAT C
term ends 2020

Please vote for only one.

- Arlene Schafer***
Costa Mesa Sanitary District
- Kristin Bloomer**
Desert Water Agency
- John DeMonaco**
Chino Valley Independent Fire District
- Richard Hall**
Mojave Water Agency
- Michael Mack**
Rainbow Municipal Water District

All fields must be completed for ballot to be counted.

** incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT	Page 70 of 70

Must be received by 5pm **August 4, 2017** CSDA 1112 I Street Suite 200 Sacramento CA 95814