

ROSSMOOR

COMMUNITY SERVICES DISTRICT



FINAL BUDGET

FISCAL YEAR 2011-2012



ROSSMOOR COMMUNITY SERVICES DISTRICT

3001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 430-3707 / FAX (562) 431-3710

January 10, 2012

President Alfred Coletta and
Members of the Board of Directors:


I am pleased to present you with the published Rossmoor Community Services District Fiscal Year 2011-2012 Final Budget. This document contains the revisions made by the Board of Directors to the Preliminary Budget and also incorporates audited Fiscal Year 2010-2011 year-end fund balances. The document also includes those projects approved by the Board, but not fully implemented, such as the Montecito Center refurbishment project.

As in previous years, the Budget calendar did not allow for Final Budget approval by the Board with audited numbers. The Final Audit is now complete and this document reflects adjustments made as a result of the audit. The District once again received an unqualified audit and the changes from estimates to close and audited actuals are insignificant from a budgeting perspective.

The Annual Audit's Management Letter pointed out one recommendation which is not considered to have any adverse affect on an unqualified audit. This recommendation deals with the issue of the District's reserves, pointing out the need for an "Appropriate Level of Unrestricted Fund Balance in the General Fund". The Client Response remains steadfast in that the District's accounting system and use of pooled cash reserves does not lend itself to a minimum fund balance without incurring debt, albeit temporary debt. Moreover, there has been ongoing recognition of a critical need to maintain reserve levels sufficient to cover all contingencies while addressing the future needs for proper maintenance and rehabilitation of the District's facilities. The Management Letter with its response is included as a part of this budget document.

As a final note, I wish to express my sincere appreciation to the Board and our staff for all of their hard work in the production of this document. I also want to recognize the work of the CIP Committee in reviewing the proposed Capital Improvement Program and the Budget Committee in reviewing and commenting on the Preliminary Budget. The work of the Audit Committee must also be commended, without which this document could not have been completed. It is my intention to continue to improve upon the budgetary process for next fiscal year. My overall objective for the development of an operational budget is that it serves as a blueprint for moving forward with the Board's goals, initiatives and direction. I look forward to the development of the Fiscal Year 2012-2013 Preliminary Budget.

Cordially,


Henry Taboada
Consulting General Manager



Rossmoor

Community Services District



FINAL BUDGET FISCAL YEAR 2011-2012

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Rossmoor, California

ADOPTED FINAL BUDGET

FISCAL YEAR 2011–2012

BOARD OF DIRECTORS

ALFRED COLETTA, PRESIDENT

JEFFREY RIPS, 1ST VICE PRESIDENT

RONALD CASEY, 2ND VICE PRESIDENT

BILL KAHLERT, DIRECTOR

MICHAEL MAYNARD, DIRECTOR

CHIEF ADMINISTRATIVE OFFICER

HENRY TABOADA
CONSULTING GENERAL MANAGER

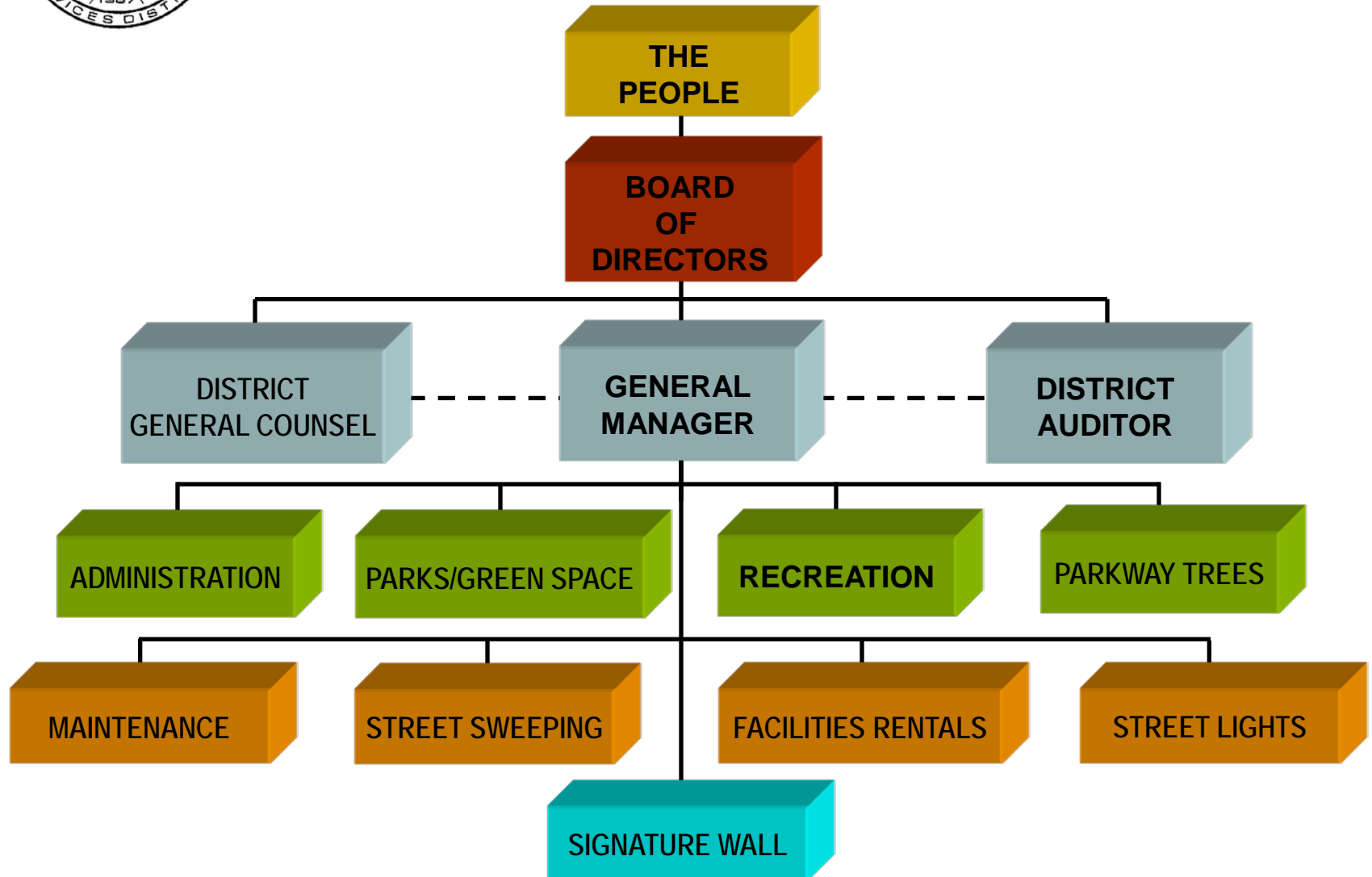
FINANCE ASSISTANT

KATHLEEN BELL
ACCOUNTANT/BOOKKEEPER



Rossmoor Community Services District

Organization Chart





ROSSMOOR COMMUNITY SERVICES DISTRICT

MISSION STATEMENT, GOALS AND OBJECTIVES

MISSION STATEMENT: The mission of the Rossmoor Community Services District is to provide parks and recreation services, plant parkway trees and oversee median landscaping, provide for street lighting and street sweeping, act as an intermediary for certain County functions and perform other services consistent with its role as a limited government for residents of Rossmoor and to do so in the most responsive and cost-effective manner.

GOAL I. Provide for a variety of active and passive recreational opportunities at its facilities in a cost-effective manner, and maintain those facilities in good order.

Objective: Conduct an annual citizen survey in the fourth quarter to determine community desires and suggestions.

Objective: Based on survey responses and ongoing citizen input, revise existing programs and develop new programs as appropriate to meet the needs of the community.

Objective: Conduct a monthly inspection of all facilities and promptly take corrective action to ensure that they remain safe, sanitary and in good working order.

Objective: Oversee private rental of facilities and parks as appropriate and enforce rules so as to minimize cleaning and repair costs imposed on the District and impacts on nearby residents.

Objective: Co-sponsor the annual Rossmoor picnic and the July 4 fireworks at JFTB, and conduct three Movies in the Park at Rush Park during the summer.

Objective: Regularly monitor maintenance contractor to assure that lawn, trees and plants at all parks are properly watered, trimmed and maintained in a healthy condition and walkways are cleaned.

Objective: Monitor all construction and renovation contracts and projects and report status quarterly to the Board.

GOAL II:



Promote a healthy urban forest in Rossmoor

- Objective:** Plant a diverse population of trees in all locations that are currently vacant and replace trees within sixty days after removal except for removals due to construction.
- Objective:** Manage the current inventory of parkway trees in Rossmoor to keep them properly trimmed so as to be aesthetically pleasing and not hazardous to people or other property.
- Objective:** Promptly report to County all injured or damaged trees and other trees in need of safety trimming and request the County to submit safety trimming lists on a quarterly basis.
- Objective:** Submit aesthetic tree trimming list promptly to contractor monthly and monitor to assess compliance.
- Objective:** Prepare and distribute a quarterly tree report to the Board in accordance with Policy 3080.
- Objective:** Keep computerized tree inventory updated.

GOAL III:



Manage street lighting and street sweeping operations in accordance with Policy 3085 and Southern California Edison requirements.

- Objective:** Immediately report citizen complaints about street sweeping to the street sweeping contractor and about street lights to SCE.
- Objective:** Regularly obtain data from the Sheriff's Dept. and street sweeping contractor concerning citations issued and vehicles left on the streets on sweeping days and report to the Board quarterly.

GOAL IV:



Respond promptly to County requests for information and act as official conduit to and for the community regarding County services.

- Objective:** Work with the Orange County Sheriff's Department for the provision of law enforcement services tailored to the needs of the community by meeting with the responsible commander monthly and maintain an office for the Sheriff's deputy at Rush Park to aid in the provision of services in the most responsive manner.
- Objective:** Meet with the Orange County Fire officials semi-annually to promote the dissemination of fire safety information to the community.
- Objective:** Coordinate with the County and CR&R to immediately report resident complaints.

GOAL V:



Maximize the District's available resources and ensure financial stability by maintaining a balanced budget and adhering to all applicable financial policies.

- Objective:** Manage and staff District facilities so as to provide the most cost-effective services possible for the community.
- Objective:** Collect user fees and charges for use of the Montecito Center and Rossmoor and Rush Parks in accordance with the latest fee schedule approved by the Board.
- Objective:** Review user fees annually during the first quarter and recommend adjustments to the Board in May according to Policy 6015.
- Objective:** Pursue available grant funds whenever appropriate as a means of preserving its resources for other needed priorities.
- Objective:** Invest available funds in accordance with the District's investment policy and state law so as to safeguard District funds, meet District liquidity needs and achieve the highest prudent return on investment and report to the Board quarterly in January, April, July and October.
- Objective:** Prepare Revenue and Expenditures report and submit to the Board monthly.

GOAL VI:



Communicate important information to the community in a timely and effective manner.

- Objective:** Update the District's website at least monthly to inform the community about current District activities including Board meetings and completed projects.
- Objective:** Publish and distribute a newsletter each quarter to each household in the community to disseminate information about District programs, projects, District-sponsored events, and matters affecting the community.
- Objective:** Regularly submit press releases to the print media on items of interest to the public and the community and respond to local newspapers, County representatives, community organizations and residents promptly after their request is received.

MEMORANDUM

TO: BOARD OF DIRECTORS

**FROM: HENRY TABOADA
CONSULTING GENERAL MANAGER**

DATE: January 10, 2012

SUBJECT: FY 2011-2012 FINAL BUDGET MESSAGE

INTRODUCTION

The Fiscal Year 2011-2012 Final Budget has been processed, as dictated by SB 135 and Board policy. A significant change in the budget format instituted several years ago continues with the spreading of administrative costs and overhead to appropriate operating departments. This methodology is intended to depict a more accurate statement of the cost of providing specific services and also serves as a model for cost recovery through the District's Fee Schedule. Although the method of allocating those costs is not based on a formal cost allocation model, a fee analysis conducted by staff and a professional firm has allocated a majority of the District's recoverable costs to the appropriate departments and categories of expense. Therefore, the spreading of overall costs is considered to be within an acceptable range of accuracy.

As in the previous year, the Preliminary Budget was reviewed by the Budget Committee. The Public Works/CIP also reviewed Fund 40 and it was presented to the Board in May without yearend figures which would be reconciled with the District's annual Report on Audit. Full reconciliation occurred when the FY 2010-2011 Report on Audit was adopted by the Board. SB135, which governs the budget cycle for special districts, mandates final budget adoption by August. This tends to limit the early development of final audited numbers prior to budget adoption. The Board, however, may amend the budget by resolution at mid-year, or when necessary.

In spite of the current economy, the District has continued to receive its anticipated revenues which are higher than last year. Future revenue forecasts however continue to suggest flat apportionments of property tax and lighting District assessments rather than increases. Therefore, this year's estimated expenses reflect either modest or no enhancements to services, while still projecting a 5% carryover of Fund 10 balance for next fiscal year. Budget issues at this time are considered to be manageable notwithstanding an unanticipated fiscal calamity at the State or County level.

Again, this year's State Budget process began and ended in uncertainty. After months of heated negotiations, the Legislature finally submitted a budget to the Governor which he signed, albeit with much concern about the need for higher taxes in order to meet current obligations. Projected revenue has not materialized as planned and there doesn't appear to be any consensus in the Legislature to balance future budgets with either or both service reductions and increases in specific taxes. While there were mid-year reductions, the State budget situation remains precarious since anticipated revenues have fallen short of projections. The Governor is calling for ballot measures to raise revenue with no visible support from the other side of the aisle. It is currently estimated that there will be a shortfall of \$13B for the upcoming year, probably more if additional revenue is not realized.

Second, the County has developed its budget and balanced it, without knowing the full impact still forthcoming from the State. The County has experienced a \$49.5M takeaway of VLF funds by the State. These were monies which should have re-designated as a part of the General Fund once they were no longer required as collateral for bankruptcy bonds issued by the County. The County is attempting to recover all or part of these funds, but the prospect remains dim at this time. If unsuccessful, the County is looking at serious reductions in service levels and/or employee layoffs. The impacts of these developments to Rossmoor remain unclear.

Third, the impact to Rossmoor resulting from the estimated \$590,000 subsidy reflected in the Local Agency Formation Commission (LAFCO) Comprehensive Fiscal Analysis (CFA) has not materialized. To the contrary, an analysis commissioned by the District revealed that rather than being a drain on the County, Rossmoor is actually a donor island netting the County \$317,440; or as much as \$500,000 if Sheriffs costs can be validated. This revelation makes the District's attempt to take on additional latent powers for locally provided services, a much more viable option, if sound minds prevail.

None of these factors are intended to alarm or to influence a thoughtful discussion about the Final Budget. This information is provided solely for the purpose of informing the Board of potential budget impacts during the remainder of the 2010-2011 Fiscal Year. As always, our focus will be directed solely at the proper management and development of the District's programs and areas of

responsibility. Moreover, the Board will be advised if a mid-course correction is needed during the Mid-Year Budget Adjustment in February, which will provide for sufficient time to adjust spending patterns accordingly. Accomplishments which follow are intended to provide a context for the fiscal element of the District's programs.

ACCOMPLISHMENTS

Accomplishments for FY 2011-2012 include:

- a) Reconstruction of two tennis courts and resurfacing of four courts.
- b) Reached agreement with the LAGSL and the Rossmoor Park Neighborhood on an all encompassing Memorandum of Understanding on the scheduling and limits on games and other activities at Rossmoor Park.
- c) Upgrading of Field No. 3 at Rossmoor with dustless dirt to minimize dust to the community (paid for by LAGSL).
- d) Upgrading of the District's website.
- e) Entered into an agreement with the Sheriff's Department to relocate the Deputies office from Rush to Rossmoor Park.
- f) Conducted a poll to determine the community's sentiments regarding the future governance of Rossmoor.
- g) District received a designation of Tree City USA.
- h) Conducted a complete inventory of District and Park trees with an assessment of the current status of each tree.
- i) Rehabilitated the District's Shop installing a hot water tank and eye wash station along with the installation of OSHA approved storage cabinets for flammable/volatile liquids.

FUTURE OUTLOOK

Moving to what is known; a significant component of our projected revenue has been attributable to the District's investment strategy. Each year, unspent revenue has been added to the District's reserves. These monies have been placed in investment accounts which are liquid, and safe and until recently, high yielding. Although current interest rates are at historical lows, the District's portfolio has some longer term investments which are still yielding a relatively high rate of return on investment. All investments are made in accordance with

the District's investment policy which is based on limitations and safeguards set forth in the California Government Code. While the economic outlook continues to be bleak, return on investment will remain to be an important component of the District's total revenue profile, albeit at a declining rate.

Another important element of a sound budgeting process is a well developed mission statement with corresponding goals and objectives. Each fiscal year the Board readopts its mission statement and a comprehensive set of goals which mirror the District's primary areas of responsibility.

These areas included such activities as parks, recreation and parkway trees, as well as other important service elements. The District's budget is structured to properly allocate available resources to those activities; thus ensuring that resources meet anticipated expenses in providing the desired levels of service to the community. The General Manager's Quarterly Status Report is also formatted to correspond with the elements of the Board's Mission Statement and its Goals and Objectives, thus providing the Board with a status of performance.

A further revenue enhancement was provided by the restructuring of the District's Fee Schedule. A comprehensive analysis of the cost of providing fee based services was performed this year. The District's average full cost recovery rate of 24.7% increased to 26.2%, or a 9% increase in actual revenue from fees, compared to last year. While this is a modest portion of total revenue, the study from which the new fee schedule was derived, provides a framework for annual increases aimed at greater full cost recovery and keeping pace with inflation. Recovery of costs for services remains one of the only discretionary means of revenue available to the District.

Prudent and judicious use of reserves is another key factor in evaluating the fiscal condition of the District. Most local governments would be delighted to have the ratio of budget to reserves which the District enjoys. The District also has no debt service that relies on an annual appropriation by the Board of Directors. The current payments for financing the acquisition of Rush Park and the rebuilding of the community's Signature Wall are all financed with assessments paid by individual homeowners.

Another evolving budget element is the District's Capital Improvement Program (CIP) Fund 40 budget. This year, the Final Budget once again designates those capital expenditures over \$5,000 be managed within Fund 40, the District's CIP budget. For the second time, the District has adopted a multi-year CIP. A four-year program is included in the budget which forecasts future projects and possible revenue sources. Therefore, future budgets reflect an accounting for the multi-year program for capital projects whether or not funding has been identified. In this manner, the Board will be able to track the District's needs into the future and make more informed planning decisions in outer years.

Finally, the District's finances remain in good order and there is the capacity for modest growth while maintaining a prudent reserve. Nevertheless this year's budget should be considered transitional in nature. The implications of this year's uncertainties lend themselves to a conservative approach to spending and savings. In spite of the uncertainty, proposed service levels are being maintained.

Whatever the future portends, policy and management fiscal controls are in place to meet those challenges. I wish to thank the Board of Directors for their service and attention to the needs of the District. Hopefully, this budget reflects the trust you have placed in your management and staff.

ROSSMOOR COMMUNITY SERVICES DISTRICT DESCRIPTION OF FUNDS



GENERAL INFORMATION

The District's financial structure is organized like other governments with the use of funds. Funds are the control structure that ensures that public monies are spent only for those purposes authorized and within the amounts authorized. Funds are established to account for the different types of activities and legal restrictions that are associated with a particular government function. The use of money and the budgeting, accounting and auditing associated with this financial structure are governed by State of California statutes and Generally Accepted Accounting Principles, as determined by the Governmental Accounting standards Board.

The Rossmoor Community Services District uses the following funds to control its financial activities: General Fund, Special Revenue Funds, and Capital Improvement and Special Purpose Funds.

GENERAL FUND 10

The **GENERAL FUND** is used to account for most of the day-to day operations of the District, which are financed through property tax, assessments, interest on investments, and other governmental agency reimbursements. Specific activities financed through this Fund include recreation, parks and facility maintenance, street lighting, street sweeping, mini-parks and medians, and District administration.

The District's General Fund does not presently contain subfunds which could be used to account for designated purposes, but this structure should be considered in the future to account for expenditures for such activities as the use of street lighting assessment funds or bond Improvement Funds.

SPECIAL REVENUE FUNDS

Special Revenue Funds are used to account for revenues the District receives for a special purpose such as restricted assessment revenues and grant funding. The District currently utilizes one category of Special Revenue Funds, and that is to account for its Grant Funds if and when received (we did not receive any grants in 09-10).

CAPITAL IMPROVEMENT PROJECT (CIP) FUNDS

The **CAPITAL IMPROVEMENT CAPITAL PROJECTS FUND 40** is used for acquisition or construction of capital assets.

The **CAPITAL PROJECTS CONTRIBUTIONS CAPITAL PROJECTS FUND 40** is used for the financing and construction of the District's public facilities.

FIDUCIARY FUND

The **AGENCY FUND 50** is used to account for cash and investments and assets held by the District as an agent for other parties and agencies.

SPECIAL PURPOSE FUNDS

ROSSMOOR WALL DEBT SERVICE FUND 20 is used to account for revenues, and the payment of principal and interest related to the 1998 certificates of participation.

PUBLIC IMPROVEMENT FINANCING CORPORATION (PIFC) DEBT SERVICE FUND 45 is used to account for the **RESERVE FUND** for the 1998 certificates of participation.



**The Statement of Revenues, Expenses
and Changes in Fund Balances
Is included to illustrate changes in Fund Balances
within a fiscal year and year to year**

Rossmoor Community Services District
Statement of Revenues, Expenditures and Changes in Fund Balance
Government Funds
June 30, 2011

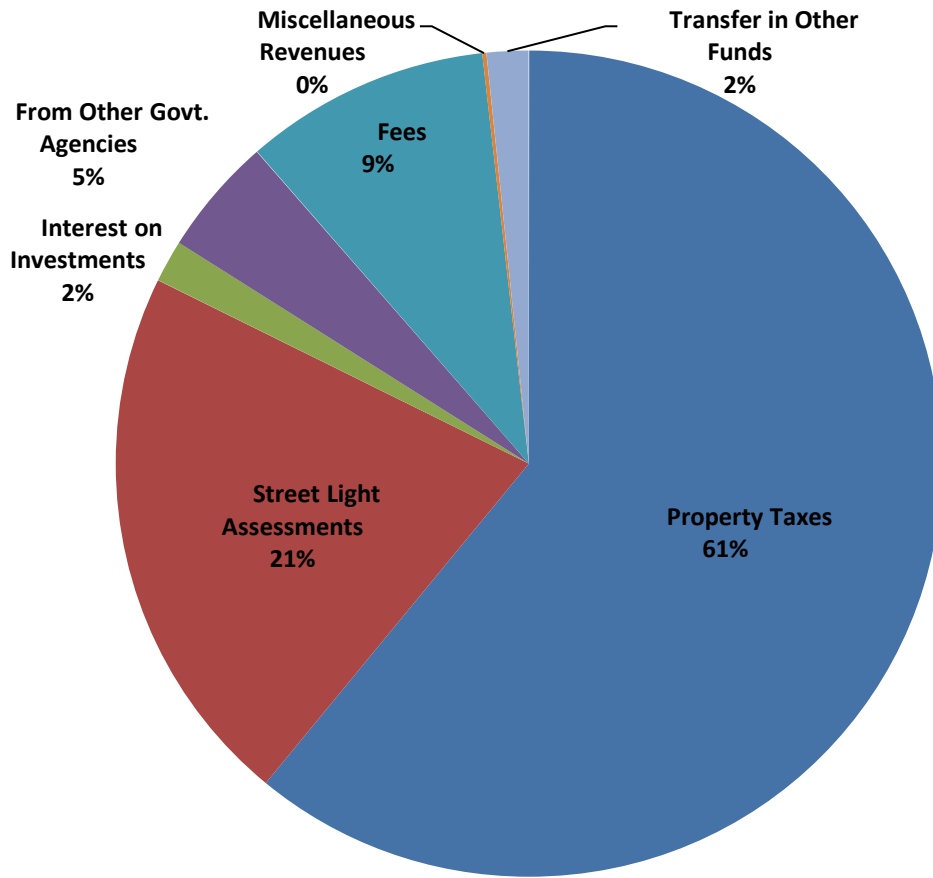
	Debt Service			Capital Projects		Total Governmental Funds
	General Fund 10	Rossmoor Wall Fund 30	PIFC Rossmoor Wall Reserve Fund 45	Capital Improvements Fund 20	Capital Projects Contributions Fund 40	
REVENUES						
Taxes	\$ 677,079	\$ -	\$ -	\$ -	\$ -	\$ 677,079
Special Assessments	236,699	87,653	-	-	-	324,352
Intergovernmental	52,000	-	-	-	-	52,000
Charges for services	123,013	-	-	-	-	123,013
Investment Income	12,389	-	-	-	-	12,389
Other	14,912	-	-	25,671	-	40,583
Total revenues	<u>1,116,092</u>	<u>87,653</u>	<u>-</u>	<u>25,671</u>	<u>-</u>	<u>1,229,416</u>
EXPENDITURES						
Current:						
General government	326,517	-	-	-	-	326,517
Public services	278,311	-	-	-	-	278,311
Parks and recreation	528,147	-	-	-	9,020	537,167
Capital outlay	19,422	-	-	-	41,905	61,327
Debt Service:						
Principal retirement	-	55,000	-	-	-	55,000
Interest and fiscal charges	-	31,385	-	-	-	31,385
Total expenditures	<u>1,152,397</u>	<u>86,385</u>	<u>-</u>	<u>-</u>	<u>50,925</u>	<u>1,289,707</u>
Excess of revenues over (under) expenditures	(36,305)	1,268	-	25,671	(50,925)	(60,291)
OTHER FINANCING SOURCES (USES)						
Transfers in (out)	20,000	-	-	(89,716)	69,716	-
Net change in fund balances	(16,305)	1,268	-	(64,045)	18,791	(60,291)
Fund balances (deficit), beginning of year	742,653	168,182	47,000	271,199	129,048	1,358,082
Fund balances, end of year	<u>\$ 726,348</u>	<u>\$ 169,450</u>	<u>\$ 47,000</u>	<u>\$ 207,154</u>	<u>\$ 147,839</u>	<u>\$ 1,297,791</u>

**The Balance Sheets
are included to illustrate the District's
Cash and Investments
year to year**

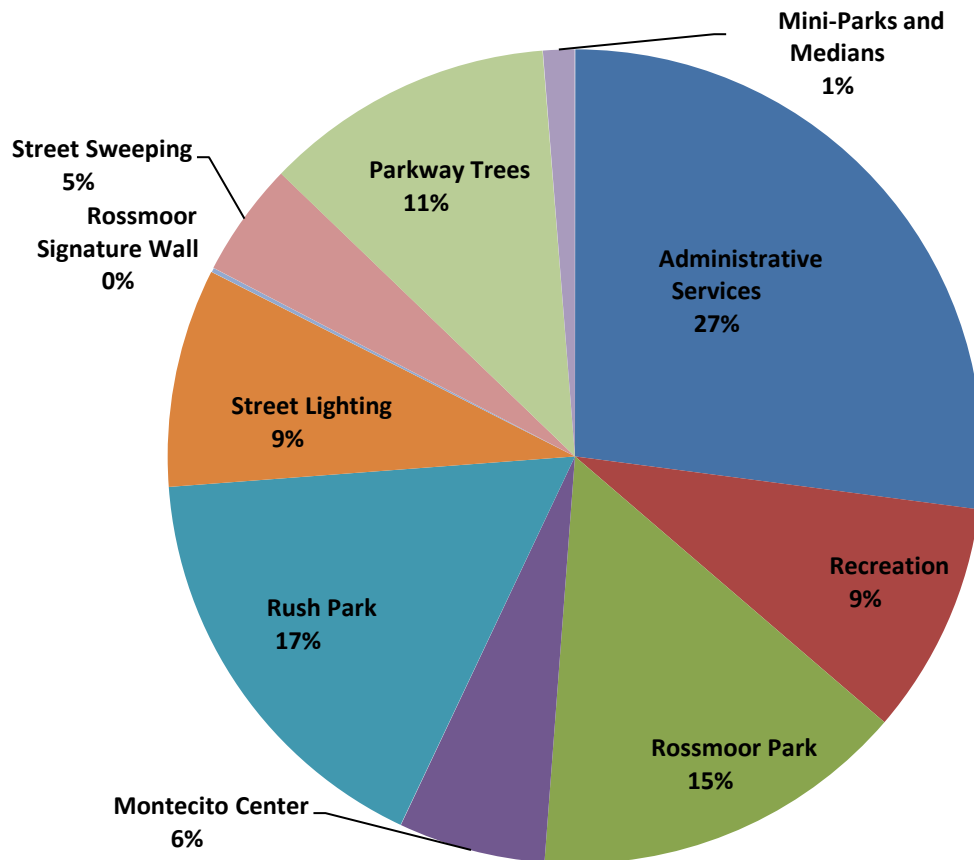
**Rossmoor Community Services District
Balance Sheet
Government Funds
June 30, 2011**

	Debt Service			Capital Projects		Total Governmental Funds
	General	Rossmoor	PIFC	Capital	Capital	
	Fund 10	Wall Fund 30	Fund 45	Improvements Fund 20	Projects Contributions Fund 40	
ASSETS						
Cash and investments	\$ 639,548	\$ 168,477	\$ -	\$ 207,154	\$ 151,743	\$ 1,166,922
Investments held by fiscal agents	-	-	47,000	-	-	47,000
Receivables:						
Taxes	79,405	973	-	-	-	80,378
Accounts	52,000	-	-	-	-	52,000
Interest	2,425	-	-	-	-	2,425
Total assets	\$ 773,378	\$ 169,450	\$ 47,000	\$ 207,154	\$ 151,743	\$ 1,348,725
LIABILITIES AND FUND BALANCES						
Liabilities:						
Accounts payable	\$ 43,745	\$ -	\$ -	\$ -	\$ 3,904	\$ 47,649
Deposits	3,285	-	-	-	-	3,285
Total liabilities	47,030	-	-	-	3,904	50,934
Fund balances						
Restricted for:						
Debt service reserve	-		47,000	-	-	47,000
Assigned to:						
Debt Service		169,450	-	-	-	169,450
Capital projects	-	-	-	207,154	147,839	354,993
Unassigned	726,348					726,348
Total fund balances	726,348	169,450	47,000	207,154	147,839	1,297,791
Total liabilities and fund balances	\$ 773,378	\$ 169,450	\$ 47,000	\$ 207,154	\$ 151,743	\$ 1,348,725

**FUND 10
WHERE DOES THE MONEY COME FROM?
2011 - 2012 BUDGET REVENUES (\$1,188,100)**



**WHERE DOES THE MONEY GO?
2011 - 2012 BUDGET EXPENDITURES (\$1,134,794)**



GENERAL FUND SUMMARY - FUND 10

	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
General Fund Revenues						
Audited Beginning Fund Balance	n/a	n/a	n/a	(16,305)	n/a	n/a
Property Taxes	659,997	671,446	677,600	742,700	65,100	9.61%
Street Light Assessments	232,543	236,699	235,000	260,000	25,000	10.64%
Interest on Investments	19,717	12,389	20,000	20,000	0	0.00%
From Other Govt. Agencies	66,551	48,494	56,132	56,400	268	0.48%
Fees	123,669	123,013	125,500	117,000	(8,500)	(6.77%)
Miscellaneous Revenues	7,766	4,612	6,000	2,000	(4,000)	0.00%
Transfer in Other Funds	0	166,441	20,000	20,000	0	0.00%
Transfer out Other Funds	0	0	0	(30,000)	(30,000)	(100.00%)
Total General Fund Revenues	1,276,684	1,126,953	1,140,232	1,188,100	47,868	4.20%
Audited Beginning Fund Balance + Revenues	n/a	n/a	n/a	1,171,795	n/a	n/a
General Fund Expenditures						
Administrative Services	321,677	319,241	313,600	307,240	(6,360)	(2.03%)
Recreation	103,266	104,078	98,450	104,600	6,150	6.25%
Rossmoor Park	158,290	161,003	167,551	169,146	1,595	0.95%
Montecito Center	62,317	63,627	65,521	66,167	646	0.99%
Rush Park	164,140	185,596	189,011	190,356	1,345	0.71%
Street Lighting	98,078	107,213	94,480	98,480	4,000	4.23%
Rossmoor Signature Wall	59	1,809	1,900	1,900	0	0.00%
Street Sweeping	52,203	53,008	51,700	51,600	(100)	(0.19%)
Parkway Trees	135,686	134,097	124,950	130,900	5,950	4.76%
Mini-Parks and Medians	13,083	13,586	14,360	14,405	45	0.31%
Total General Fund Expenditures	1,108,799	1,143,258	1,121,523	1,134,794	13,271	1.18%
Revenues Less Expenditures	167,885	(16,305)	18,709	n/a	n/a	n/a
Audited Beginning Fund Balance + Revenues	n/a	n/a	n/a	37,001	n/a	n/a
Less Expenditures	n/a	n/a	n/a	n/a	n/a	n/a

GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 11 AMENDED	% INCREASE (DECREASE)
General Fund Revenues						
Audited Beginning Fund Balance	n/a	n/a	n/a	(16,305)	n/a	n/a
Property Taxes						
10-00-3000 Current Secured	589,868	609,215	590,000	676,000	86,000	14.58%
10-00-3001 Current Unsecured	25,509	25,922	32,000	26,500	(5,500)	(17.19%)
10-00-3002 Prior Secured	24,284	18,004	29,000	18,800	(10,200)	(35.17%)
10-00-3003 Prior Unsecured	695	317	3,300	1,000	(2,300)	(69.70%)
10-00-3004 Delinquent Property Taxes	3,341	1,237	3,300	1,200	(2,100)	(63.64%)
10-00-3010 Current Supplemental Assmnt.	5,897	6,503	10,000	7,800	(2,200)	(22.00%)
10-00-3020 Public Utility	10,403	10,247	10,000	11,400	1,400	14.00%
Total Property Taxes	659,997	671,446	677,600	742,700	65,100	9.61%
Street Light Assessments						
10-00-3105 Assessments	232,543	236,699	235,000	260,000	25,000	10.64%
Interest on Investments						
10-00-3200 Interest	19,717	12,389	20,000	20,000	0	0.00%
From Other Governmental Agencies						
10-00-3301 State-Homeowners Prop. Tax Relief	5,524	5,633	4,000	4,000	0	0.00%
10-00-3302 State Mandated Cost Reimb.	9,371	(9,139)	232	500	268	0.00%
10-00-3305 County-Street Sweep Reimburse.	51,656	52,000	51,900	51,900	0	0.00%
Total From Other Governmental Agencies	66,551	48,494	56,132	56,400	268	0.48%
Fees						
10-00-3402 Parkway Tree Permits	(100)	354	0	500	500	2.27%
10-00-3404 Tennis Reservations	12,608	10,773	14,500	13,500	(1,000)	(6.90%)
10-00-3405 Volleyball & Ball Field Reservations	20,235	21,437	22,000	22,000	0	0.00%
10-00-3410 Rossmoor Building Rental	6,807	6,319	11,000	8,000	(3,000)	(27.27%)
10-00-3412 Montecito Building Rental	25,014	20,692	23,000	23,000	0	0.00%
10-00-3414 Rush Building Rental	59,105	63,439	55,000	50,000	(5,000)	(9.09%)
Total Fees	123,669	123,013	125,500	117,000	(8,500)	(6.77%)
Miscellaneous Revenues						
10-00-3500 Miscellaneous	7,766	4,612	6,000	2,000	(4,000)	(66.67%)
10-00-3501 Funding/Miscellaneous Studies	0	10,300	0	0	0	0.00%
10-00-3600 Transfer in/Other Funds	166,441	20,000	20,000	20,000	0	0.00%
10-00-3600 Transfer out/Other Funds			0	(30,000)	(30,000)	(100.00%)
Total Miscellaneous Revenues	174,207	34,912	26,000	(8,000)	(34,000)	(130.77%)
Total General Fund Revenues	1,276,684	1,126,953	1,140,232	1,188,100	47,868	4.20%
Audited Beginning Fund Balance + Revenues	n/a	n/a	n/a	1,171,795	n/a	n/a

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.		2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 10 Administrative Services							
Salaries and Benefits							
10-10-4000	Board of Directors Compensation	5,700	7,700	8,000	9,000	1,000	12.50%
10-10-4001	Full Time	86,114	89,755	88,000	90,640	2,640	3.00%
10-10-4003	Overtime	3,100	1,302	1,500	1,550	50	3.33%
10-10-4007	Vehicle Allowance	650	451	750	750	0	0.00%
10-10-4010	Workers' Comp. Insurance	2,300	2,966	2,700	3,000	300	11.11%
10-10-4011	Medical Insurance	22,234	20,796	23,600	22,500	(1,100)	(4.66%)
10-10-4015	Federal Payroll Taxes	6,770	6,733	7,000	7,000	0	0.00%
10-10-4018	State Payroll Taxes	2,995	732	3,000	1,500	(1,500)	(50.00%)
Total Salaries and Benefits		129,863	130,435	134,550	135,940	1,390	1.03%
Operations and Maintenance							
10-10-5002	Insurance - Liability	13,968	8,559	9,000	9,000	0	0.00%
10-10-5004	Membership & Dues	11,191	5,863	5,500	5,500	0	0.00%
10-10-5006	Travel & Meetings	3,425	2,689	3,000	3,000	0	0.00%
10-10-5010	Publications & Legal Notices	1,730	2,858	4,000	4,000	0	0.00%
10-10-5012	Printing	5,635	4,034	5,000	500	(4,500)	(90.00%)
10-10-5014	Postage	1,991	3,390	3,500	3,500	0	0.00%
10-10-5016	Office & Meeting Supplies	9,897	7,499	9,300	8,300	(1,000)	(10.75%)
10-10-5020	Telephone	1,660	1,651	2,000	1,500	(500)	(25.00%)
10/10/5030	Vehicle Maintenance	0	703	0	0	0	0.00%
10-10-5045	Miscellaneous Expenditures	1,144	4,662	5,500	5,500	0	0.00%
10-10-5046	Bank Service Charges	1,830	1,394	1,000	1,000	0	0.00%
10-10-5050	Elections	0	0	0	0	0	0.00%
10-10-5051	Equipment Rental	891	1,952	2,250	500	(1,750)	(77.78%)
Total Operations and Maintenance		53,362	45,254	50,050	42,300	(7,750)	(15.48%)
Contract Services							
10-10-5610	Legal Services	52,005	44,577	40,000	40,000	0	0.00%
10-10-5615	Financial Services	11,525	8,400	10,000	8,000	(2,000)	(20.00%)
10/10/5610	Miscellaneous Studies	0	10,301	0	0	0	0.00%
10-10-5670	Other Professional Services	70,130	78,411	75,000	77,000	77,000	102.67%
Total Contract Services		133,660	141,689	125,000	125,000	(48,000)	(38.40%)
Capital Expenditures							
10-10-6010		4,792	1,864	4,000	4,000	(4,000)	0.00%
Total Administrative Services		321,677	319,241	313,600	307,240	(313,600)	(100.00%)

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 20 Recreation						
Salaries and Benefits						
10-20-4001 Full Time	38,110	43,932	41,000	47,250	6,250	15.24%
10-20-4002 Part Time	15,537	17,853	16,000	17,000	1,000	6.25%
10-20-4003 Overtime	3,926	1,902	1,800	1,900	100	5.56%
10-20-4005 Event Attendant	281	270	300	300	0	0.00%
10-20-4007 Vehicle Allowance	925	643	750	750	0	0.00%
10-20-4010 Workers' Comp. Insurance	930	1,195	1,100	1,300	200	18.18%
10-20-4011 Medical Insurance	5,322	5,288	6,800	5,800	(1,000)	(14.71%)
10-20-4015 Federal Payroll Tax	4,425	5,143	4,500	4,500	0	0.00%
10-20-4018 State Payroll Taxes	1,614	1,150	1,600	1,400	(200)	(12.50%)
Total Salaries and Benefits	71,070	77,376	73,850	80,200	6,350	8.60%
Operations and Maintenance						
10-20-5006 Travel & Meetings	871	365	800	800	0	0.00%
10-20-5010 Publications & Legal Notices	398	76	150	150	0	0.00%
10-20-5012 Printing	438	384	500	500	0	0.00%
10-20-5014 Postage	61	147	150	200	50	33.33%
10-20-5016 Office & Meeting Supplies	1,763	1,300	1,500	1,250	(250)	(16.67%)
10-20-5017 Community Events	13,758	8,998	5,000	5,000	0	0.00%
10-20-5019 Fireworks	6,200	6,200	6,200	6,200	0	0.00%
10-20-5020 Telephone	1,593	1,651	1,800	1,800	0	0.00%
10-20-5045 Miscellaneous Expenditures	410	150	500	500	0	0.00%
10-20-5051 Equipment Rental	448	270	500	500	0	0.00%
Total Operations and Maintenance	25,940	19,541	17,100	16,900	(200)	(1.17%)
Contract Services						
10-20-5670 Other Professional Services	4,802	5,584	5,500	5,500	0	0.00%
Total Contract Services	4,802	5,584	5,500	5,500	0	0.00%
Capital Expenditures						
10-20-6010 Equipment	1,454	1,577	2,000	2,000	0	0.00%
Total Capital Expenditures	1,454	1,577	2,000	2,000	0	0.00%
Total Recreation	103,266	104,078	98,450	104,600	(98,450)	(100.00%)

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 30 Rossmoor Park						
<u>Salaries and Benefits</u>						
10-30-4001 Full Time	26,096	28,205	27,500	28,600	1,100	4.00%
10-30-4002 Part Time	5,362	5,678	5,200	5,670	470	9.04%
10-30-4003 Overtime	1,299	824	1,000	1,100	100	10.00%
10-30-4005 Event Attendant	618	460	500	500	0	0.00%
10-30-4010 Workers' Comp. Insurance	2,300	2,678	2,275	2,600	325	14.29%
10-30-4011 Medical Insurance	6,080	6,532	7,400	7,000	(400)	(5.41%)
10-30-4015 Federal Payroll Taxes	2,543	2,618	2,650	2,650	0	0.00%
10-30-4018 State Payroll Taxes	889	420	850	550	(300)	(35.29%)
Total Salaries and Benefits	45,187	47,415	47,375	48,670	1,295	2.73%
<u>Operations and Maintenance</u>						
10-30-5010 Publications & Legal Notices	63	151	300	300	0	0.00%
10-30-5012 Printing	380	192	300	300	0	0.00%
10-30-5014 Postage	59	82	100	100	0	0.00%
10-30-5016 Office & Meeting Supplies	964	643	900	700	(200)	(22.22%)
10-30-5018 Janitorial Supplies	2,154	1,969	1,800	1,800	0	0.00%
10-30-5020 Telephone	1,593	1,501	1,300	1,600	300	23.08%
10-30-5022 Utilities	40,981	38,659	44,000	44,000	0	0.00%
10-30-5025 Sewer Tax	659	675	676	676	0	0.00%
10-30-5030 Vehicle Maintenance	439	480	750	750	0	0.00%
10-30-5032 Buildings & Grounds-Maint.	20,250	27,720	25,000	25,000	0	0.00%
10-30-5034 Alarm Systems/Security	448	650	650	650	0	0.00%
10-30-5045 Miscellaneous/Expenditures	1,026	23	500	500	0	0.00%
10-30-5051 Equipment Rental	601	680	500	700	200	40.00%
10-30-5052 Minor Facility Repairs/Tools	529	0	500	500	0	0.00%
Total Operations and Maintenance	70,146	73,425	77,276	77,576	300	0.39%
<u>Contract Services</u>						
10-30-5655 Landscape Maintenance	36,723	32,739	35,500	35,500	0	0.00%
10-30-5656 Park Tree Trimming	1,059	1,201	1,000	1,000	0	0.00%
10-30-5670 Other Professional Services	4,647	5,470	5,400	5,400	0	0.00%
Total Contract Services	42,429	39,410	41,900	41,900	0	0.00%
<u>Capital Expenditures</u>						
10-30-6005 Building & Improvements	0	0	0	0	0	0.00%
10/30/6010 Equipment	528	753	1,000	1,000	0	0.00%
Total Capital Expenditures	528	753	1,000	1,000	0	0.00%
Total Rossmoor Park	158,290	161,003	167,551	169,146	1,595	0.95%

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 40 Montecito Center						
Salaries and Benefits						
10-40-4001 Full Time	21,908	23,205	22,500	23,400	900	4.00%
10-40-4002 Part Time	2,413	3,107	3,200	3,300	100	3.13%
10-40-4003 Overtime	1,012	643	700	750	50	7.14%
10-40-4005 Event Attendant	2,358	2,360	2,500	2,500	0	0.00%
10-40-4010 Workers' Comp. Insurance	1,850	2,124	1,800	1,900	100	5.56%
10-40-4011 Medical Insurance	4,922	5,288	6,000	5,700	(300)	(5.00%)
10-40-4015 Federal Payroll Taxes	2,111	2,160	2,200	2,200	0	0.00%
10-40-4018 State Payroll Taxes	704	389	704	500	(204)	(28.98%)
Total Salaries and Benefits	37,278	39,276	39,604	40,250	646	1.63%
Operations and Maintenance						
10-40-5010 Publications & Legal Notices	63	76	150	150	0	0.00%
10-40-5012 Printing	95	132	150	150	0	0.00%
10-40-5014 Postage	21	82	100	100	0	0.00%
10-40-5016 Office & Meeting Supplies	964	643	900	900	0	0.00%
10-40-5018 Janitorial Supplies	2,138	1,969	1,850	1,850	0	0.00%
10-40-5020 Telephone	1,660	1,743	1,650	1,650	0	0.00%
10-40-5022 Utilities	3,575	3,689	3,500	3,500	0	0.00%
10-40-5025 Sewer Tax	524	567	567	567	0	0.00%
10-40-5030 Vehicle Maintenance	439	481	750	750	0	0.00%
10-40-5032 Buildings & Grounds-Maint.	3,785	3,822	4,000	4,000	0	0.00%
10-40-5034 Alarm Systems/Security	443	458	500	500	0	0.00%
10-40-5045 Miscellaneous/Expenditures	865	23	500	500	0	0.00%
10-40-5051 Equipment Rental	404	68	500	500	0	0.00%
10-40-5052 Minor Facility Repairs/Tools	317	0	100	100	0	0.00%
Total Operations and Maintenance	15,294	13,752	15,217	15,217	0	0.00%
10-40-5655 Landscape Maintenance	3,860	3,540	3,800	3,800	(3,800)	(100.00%)
10-40-5656 Tree Trimming	1,059	1,201	1,000	1,000	2,800	280.00%
10-40-5670 Other Professional Services	4,646	5,469	5,400	5,400	(4,400)	(81.48%)
Total Contract Services	9,565	10,210	10,200	10,200	(4,400)	(43.14%)
Capital Expenditures						
10-40-6010 Equipment	180	388	500	500	(500)	(100.00%)
Total Capital Expenditures	180	388	500	500	(500)	(100.00%)
Total Montecito Center	62,317	63,627	65,521	66,167	(65,021)	(99.24%)

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 50 Rush Park						
<u>Salaries and Benefits</u>						
10-50-4001 Full Time	26,096	28,205	27,500	28,600	1,100	4.00%
10-50-4002 Part Time	5,362	5,678	5,200	5,670	470	9.04%
10-50-4003 Overtime	1,306	888	1,000	1,100	100	10.00%
10-50-4005 Event Attendant	2,358	2,378	2,500	2,500	0	0.00%
10-50-4010 Workers' Comp. Insurance	2,300	2,679	2,275	2,600	325	14.29%
10-50-4011 Medical Insurance	6,164	6,533	7,400	7,000	(400)	(5.41%)
10-50-4015 Federal Payroll Taxes	2,677	2,751	2,650	2,650	0	0.00%
10-50-4018 State Payroll Taxes	977	510	1,000	750	(250)	(25.00%)
Total Salaries and Benefits	47,240	49,622	49,525	50,870	1,345	2.72%
<u>Operations and Maintenance</u>						
10-50-5010 Publications & Legal Notices	500	239	500	500	0	0.00%
10-50-5012 Printing	500	272	500	500	0	0.00%
10-50-5014 Postage	100	82	100	100	0	0.00%
10-50-5016 Office & Meeting Supplies	500	643	900	900	0	0.00%
10-50-5018 Janitorial Supplies	2,000	1,974	2,000	2,000	0	0.00%
10-50-5020 Telephone	1,500	1,743	1,800	1,800	0	0.00%
10-50-5022 Utilities	42,000	52,984	50,000	50,000	0	0.00%
10-50-5025 Sewer Tax	2,000	2,586	2,586	2,586	0	0.00%
10-40-5030 Vehicle Maintenance	500	528	750	750	0	0.00%
10-50-5032 Buildings & Grounds-Maintenance	17,000	25,939	30,000	30,000	0	0.00%
10-50-5034 Alarm Systems/Security	600	593	750	750	0	0.00%
10-50-5045 Miscellaneous/Expenditures	1,000	963	1,200	1,200	0	0.00%
10-50-5051 Equipment Rental	1,000	449	1,500	1,500	0	0.00%
10-50-5052 Minor Facility Repairs/Tools	500	4,060	4,500	4,500	0	0.00%
Total Operations and Maintenance	69,700	93,054	97,086	97,086	0	0.00%
10-50-5655 Landscape Maintenance	31,000	35,839	35,500	35,500	(35,500)	(100.00%)
10-50-5656 Tree Trimming	1,000	1,201	1,000	1,000	34,500	3450.00%
10-50-5670 Other Professional Services	4,200	5,469	5,400	5,400	(4,400)	(81.48%)
Total Contract Services	36,200	42,509	41,900	41,900	30,100	71.84%
<u>Capital Expenditures</u>						
10-50-6005 Building & Improvements	10,000	0	0	0	41,900	0.00%
10-50-6010 Equipment	1,000	411	500	500	(500)	(100.00%)
Total Capital Expenditures	11,000	411	500	500	(500)	(100.00%)
Total Rush Park	164,140	185,596	189,011	190,356	1,345	0.71%

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 60 Street Lighting						
Operations and Maintenance						
10-60-5020 Telephone	500	551	480	480	0	0.00%
Contract Services						
10-60-5650 Lighting & Maintenance	97,578	106,662	94,000	98,000	4,000	4.26%
Total Street Lighting	98,078	107,213	94,480	98,480	4,000	4.23%
Department 65 Rossmoor Signature Wall						
Operations and Maintenance						
10-65-5002 Insurance - Liability	0	1,800	1,800	1,800	0	0.00%
10-65-5032 Buildings & Grounds-Maintenance	59	9	100	100	0	0.00%
Total Operations and Maintenance	59	1,809	1,900	1,900	0	0.00%
Capital Expenditures						
10-65-6005 Building & Improvements	0	0	0	0	0	0.00%
Total Rossmoor Signature Wall	59	1,809	1,900	1,900	0	0.00%
Department 70 Street Sweeping						
Operations and Maintenance						
10-70-5020 Telephone	500	551	500	500	0	0.00%
10-70-5030 Vehicle Maintenance	47	43	200	100	(100)	(50.00%)
Total Operations and Maintenance	547	593	700	600	(100)	(14.29%)
Contract Services						
10-70-5642 Street Sweeping	51,656	52,415	51,000	51,000	0	0.00%
Total Street Sweeping	52,203	53,008	51,700	51,600	(100)	(0.19%)

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 80 Parkway Trees						
Operations and Maintenance						
10-80-5012 Printing	4	14	50	50	0	0.00%
10-80-5014 Postage	8	23	50	500	450	900.00%
10-80-5016 Office & Meeting Supplies	186	146	200	200	0	0.00%
10-80-5020 Telephone	1,023	1061	900	900	0	0.00%
10-80-5030 Vehicle Maintenance	81	197	300	300	0	0.00%
10-80-5051 Equipment Rental	111	67	250	250	0	0.00%
Total Operations and Maintenance	1,413	1508	1,750	2,200	450	25.71%
Contract Services						
10-80-5656 Tree Trimming	67,100	76058	61,000	71,000	10,000	16.39%
10-80-5660 Tree Removals	3,262	1666	3700	3700	0	0.00%
10-80-5656 Tree Watering Program	2,916	600	5500	1000	(4,500)	(81.82%)
10-80-5670 Other Professional Services	37,513	38259	38,000	38,000	0	0.00%
Total Contract Services	110,791	116583	108,200	113,700	5,500	5.08%
Capital Expenditures						
10-80-6015 Trees	23,482	16006	15,000	15,000	0	0.00%
Total Parkway Trees	135,686	134097	124,950	130,900	5,950	4.76%

GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Department 90 Mini-Parks & Medians						
<u>Salaries and Benefits</u>						
10-90-4001 Full Time	523	562	720	750	30	4.17%
10-90-4002 Part Time	268	274	275	285	10	3.64%
10-90-4003 Overtime	36	14	15	20	5	33.33%
10-90-4010 Workers' Comp. Insurance	108	128	110	125	15	13.64%
10-90-4015 Federal Payroll Taxes	63	65	65	65	0	0.00%
10-90-4018 State Payroll Taxes	25	12	25	10	(15)	0.00%
Total Salaries and Benefits	1,023	1,056	1,210	1,255	45	3.72%
<u>Operations and Maintenance</u>						
10-90-5020 Telephone	522	529	500	500	0	0.00%
10-90-5022 Utilities	5,137	6,795	6,000	6,000	0	0.00%
10-90-5030 Vehicle Maintenance	46	43	100	100	0	0.00%
10-90-5032 Building & Grounds Maint.	686	632	1,000	1,000	0	0.00%
10-90-5045 Miscellaneous/Expenditures	143	12	200	200	0	0.00%
10-90-5051 Equipment Rental	111	67	100	100	0	0.00%
10-90-5052 Minor Facility Repairs/Tools	205	0	200	200	0	0.00%
Total Operations and Maintenance	6,850	8,076	8,100	8,100	0	0.00%
<u>Contract Services</u>						
10-90-5655 Landscape Maintenance	3,856	3,727	4,000	4,000	0	0.00%
10-90-5656 Tree Trimming	354	400	500	500	0	0.00%
10-90-5670 Other Professional Services	62	326	300	300	0	0.00%
Total Contract Services	4,272	4,454	4,800	4,800	0	0.00%
<u>Capital Expenditures</u>						
10-90-6005 Buildings & Improvements	0	0	0	0	0	0.00%
10-90-6010 Equipment	938	0	250	250	0	0.00%
Total Capital Expenditures	938	0	250	250	0	0.00%
Total Mini-Parks & Medians	13,083	13,586	14,360	14,405	45	0.31%
TOTAL GENERAL FUND EXPENDITURES	1,108,799	1,143,258	1,121,523	1,134,794	13,271	1.18%

**RUSH PARK ASSESSMENTS DISTRICT - FUND 20
REVENUES / EXPENDITURES BY ACCOUNT NUMBER**

ACCOUNT NO.	TITLE	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
Rush Park AD Revenues							
Audited Beginning Fund Balance		n/a	n/a	n/a	15,775	n/a	n/a
Assessments							
20-00-3100	Current Year Secured	376,230	378,483	380,000	382,500	2,500	0.66%
20-00-3101	Prior Year Secured	5,237	6710	6000	7500	1,500	25.00%
20-00-3200	Interest	6,804	0	5000	5000	0	0.00%
20-00-3500	Other Misc. Rev.	6,670	25671	6000	13800	7,800	0.00%
20-00-3600	Transfer in Other Funds (Fund 50)	0	185000	185000	0	(185,000)	(100.00%)
Total Rush Park AD Revenues		394,941	595,863	582,000	408,800	-173,200	(29.76%)
Audited Beginning Fund Balance + Revenues		n/a	n/a	n/a	424,575	n/a	n/a
Rush Park AD Expenditures							
20-50-5619	Bond Trustee	2,875	2,875	2,875	2,875	0	0.00%
20-50-6600	Transfer Out Other Funds (Fund 10)	0	20,000	20,000	20,000	0	0.00%
20-50-6600	Transfer Out Other Funds (Fund 40)	0	0	0	100,000	100,000	0.00%
Total Contract Services		2,875	22,875	22,875	122,875	100,000	437.16%
Annual Debt Service							
20-50-5800	Principal	155,000	370,000	370,000	150,000	(220,000)	(59.46%)
20-50-5801	Interest	217,713	187,213	187,213	146,555	(40,658)	(21.72%)
Total Annual Debt Service		372,713	557,213	557,213	296,555	(260,658)	(46.78%)
Total Rush Park AD Expenditures		375,588	580,088	580,088	419,430	(160,658)	(27.70%)
Revenues Less Expenditures		19,353	15,775	1,912	n/a	n/a	n/a
Audited Beginning Fund Balance + Revenues Less Expenditures		n/a	n/a	n/a	5,145	n/a	n/a

Rush Park AD Fund Balance

**ROSSMOOR WALL SPECIAL TAX - FUND 30
REVENUES / EXPENDITURES BY ACCOUNT NUMBER**

ACCOUNT NO.	TITLE	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	11-12 FINAL VS. 10-11 AMENDED	% INCREASE (DECREASE)
<u>Rossmoor Wall Revenues</u>							
Audited Beginning Fund Balance		n/a	n/a	n/a	1,268	n/a	n/a
30-00-3100	Current Year Secured	85,801	85,020	87,000	85,700	(1,300)	(1.49%)
30-00-3101	Prior Year Secured	1,279	2632.98	800	2300	1,500	187.50%
30-00-3200	Interest	0	0	1,000	1,000	0	0.00%
30-00-3500	Other Misc. Rev.	-864	0	0	0	0	0.00%
Total Rossmoor Wall Revenues		86,216	87,653	88,800	89,000	200	0.23%
Audited Beginning Fund Balance + Revenues		n/a	n/a	n/a	90,268	n/a	n/a
<u>Rossmoor Wall Expenditures</u>							
30-65-5619	Bond Trustee	2,530	2,530	2,530	2,530	0	0.00%
Annual Debt Service							
30-65-5800	Principal	45,000	55,000	55,000	55,000	0	0.00%
30-65-5801	Interest	37,555	28,855	28,855	25,665	(3,190)	(11.06%)
Total Annual Debt Service		82,555	83,855	83,855	80,665	(3,190)	(3.80%)
Total Rossmoor Wall Expenditures		3,661	86,385	86,385	83,195	(3,190)	(3.69%)
Revenues Less Expenditures		82,555	1,268	2,415	n/a	n/a	n/a
Audited Beginning Fund Balance + Revenues Less Expenditures		n/a	n/a	n/a	7,073	n/a	n/a

**CAPITAL IMPROVEMENT PROGRAM - FUND 40
REVENUES / EXPENDITURES BY ACCOUNT NUMBER**

ACCOUNT NO.	TITLE	2009-10 ACTUAL	2010-11 ACTUAL	2010-11 AMENDED BUDGET	2011-12 FINAL BUDGET	2012-2013 PROPOSED PROJECTS	2013-2014 PROPOSED PROJECTS	2014-2015 PROPOSED PROJECTS
Revenues								
Fund Balance Beginning of Year		n/a	n/a	n/a	147,838	63,143	179,276	(51,024)
Dept.								
	Other Government Agencies	-	-	-	-	-	-	-
	Interfund Transfer	221,158	129,049	129,049	130,000			
	Other Financing Sources (Improvement Fund)	-	69,714	69,714	-			
	Reserve/Contingencies	150,000	-	100,000	-	100,000	100,000	100,000
	Prop 1A Suspension Payback Prin & Int					75,133		
	Total Capital Improvement Program Revenues	371,158	198,763	298,763	130,000	175,133	100,000	100,000
Audited Beginning Fund Balance + Revenues		n/a	n/a	n/a	277,838	238,276	279,276	48,976
Expenditures								
Dept.								
	Rossmoor Park	137,065		40,000	21,275	-	-	-
	Montecito Center	8,200	28,471	162,000	65,000	50,000	97,800	-
	Rush Park	87,666	13,434	42,780	113,670		232,500	233,000
	General	20,000	9,020	21,000	14,750	9,000	-	-
	Total Expenditures	252,931	50,925	265,780	214,695	59,000	330,300	233,000
Revenues Less Expenditures		118,227	147,838	32,983	n/a	n/a	n/a	n/a
Audited Beginning Fund Balance + Revenues Less Expenditures		n/a	n/a	n/a	63,143	179,276	(51,024)	(184,024)

Rossmoor Community Services District
2011-2012 Final Budget
Fund 40
FOUR-YEAR CAPITAL IMPROVEMENT PROGRAM BUDGET

PROJECT TITLE	Approved Budget FY 2011-2012	Information Only FY 2012-2013	Information Only FY 2013-2014	Information Only FY 2014-2015
REVENUE				
Beginning Fund Balance	\$147,838	\$63,143	\$179,276	(\$51,024)
Transfer in Fund 10	\$0	\$100,000	\$100,000	\$100,000
Transfer in Fund 20	\$30,000	\$0	\$0	\$0
Other Financing Sources	\$100,000	\$0	\$0	\$0
Prop 1A Payback and Interest from State	\$0	\$75,133	\$0	\$0
TOTAL REVENUES	\$277,838	\$238,276	\$279,276	\$48,976
EXPENSES				
ROSSMOOR PARK				
Tennis Repaired & Resurfaced	\$21,275			
Replace Chain Link Fencing Around Backstops		TBD		
MONTECITO				
Redesign Interior	\$65,000	\$50,000		
Redesign Exterior			\$49,800	
Install Electronic Message Board			\$48,000	
New Gate		TBD		
RUSH PARK				
Building and Improvements				
Rehabilitate Outdoor Men's Restrooms (including waterless urinals).	\$19,200			
Rehabilitate Outdoor Men's Restrooms (including waterless urinals).	\$3,120			
Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting	\$19,950			
Canopy Entrance for Auditorium			\$37,800	
Revise Landscape			\$20,700	
Replace Peripheral HVAC System in Auditorium	\$32,400			
Replace Temporary Picnic Canopy with Permanent Shade Structure	\$39,000			
Install Solar Panels		TBD		
Repave Parking Lot			\$174,000	\$233,000
GENERAL				
Replace Remaining Wooden Picnic Tables				
Scissor Lift and Utility Trailer	\$14,750			
Irrigation Box for Rossmoor Triangle		\$9,000		
TOTAL EXPENSES	\$214,695	\$59,000	\$330,300	\$233,000
ENDING FUND BALANCE	\$63,143	\$179,276	(\$51,024)	(\$184,024)

RESOLUTION NO. 11-07-12-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
ROSSMOOR COMMUNITY SERVICES DISTRICT
APPROVING AND ADOPTING THE ANNUAL
APPROPRIATIONS LIMIT FOR FISCAL YEAR 2011-2012**

WHEREAS, on November 6, 1979, the voters of California added Article XIII B to the State Constitution placing limitations on the appropriations of State and local government; and

WHEREAS, Article XIII B was amended by voters in November 1990 through the passage of Proposition 111; and

WHEREAS, Article XIII B now requires the District Board to select population and inflation factors for the year's appropriations limit calculation.

NOW, THEREFORE, the Board of Directors of the Rossmoor Community Services District does hereby resolve as follows:

SECTION 1. That the 2011-2012 appropriations limitation shall be \$1,650,441 as documented in Exhibit A.

SECTION 2. That the inflation factor being utilized to determine the 2011-2012 appropriations limit is the percentage change in California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the 2011-2012 appropriations limit is the County population growth.

PASSED AND ADOPTED this 12th day of July 2011.

AYES: Coletta, Kahlert, Maynard, Rips

NOES: None

ABSTAIN: None

ABSENT: Casey

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By:  _____
Jeffrey Rips, President

ATTEST:


 _____
Henry Taboada, Secretary
Rossmoor Community Services District

EXHIBIT A

2011– 2012 APPROPRIATIONS LIMITATION

2010 – 2011	\$1,598,800
County Population Increase	0.70%
Change in California per capita income	2.51%
Per Capita Cost of Living (converted to ratio)	$\frac{2.51 + 100}{100} = 1.0251$
Population (converted to a ratio)	$\frac{0.70 + 100}{100} = 1.0070$
Increase Factor = 1.0251 x 1.0070	1.0323
2011 –2012 Limitation = 1,598,800 x 1.0323	\$1,650,441

RESOLUTION 11-07-12-02

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 2011-2012 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 2011-2012 Final Budget at its Regular Meeting on July 12, 2011.

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 2011-2012.

PASSED AND ADOPTED this 12th day of July, 2011.

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: 
Jeffrey Rips, President

ATTEST:


Henry Taboada, Secretary
Rossmoor Community Services District

ATTACHMENT A

ANNUAL FISCAL YEAR 2011-2012 ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT SUMMARY

TOTAL FUND REVENUES

FUND 10	\$1,312,267
FUND 20	\$437,407
FUND 30	\$94,658
FUND 40	\$295,088

TOTAL ALL FUNDS **\$2,139,420**

TOTAL FUND EXPENDITURES

FUND 10	\$1,134,794
FUND 20	\$419,430
FUND 30	\$83,195
FUND 40	\$214,695

TOTAL ALL FUNDS **\$1,852,114**



ROSSMOOR COMMUNITY SERVICES DISTRICT

2011/2012 PERSONNEL SUMMARY

HOURLY

- General Manager: Consultant
- General Counsel: Consultant
- District Auditor: Consultant
- Tree Consultant: Consultant

FULL TIME

- Administrative Assistant
- Accountant/Bookkeeper
- General Clerk
- Park Superintendent
- Recreation Superintendent

PART TIME

- Maintenance Assistant
- Recreation Leader
- Recreation Assistant
- Event Attendants

VOLUNTEERS

- Various Projects

**ROSSMOOR COMMUNITY SERVICES
DISTRICT
EMPLOYEE SALARY PLAN**

F/Y 2011-2012						
Position	2010-2011 Current Salary		Consumer Price Index 2011 3.0%		Recommended Salary	
	Yearly	Hourly	Annually	Hourly	Annually	Hourly
Accountant/Bookkeeper	\$49,000	\$23.56	\$1,470	\$0.71	\$50,470	\$24.26
****Administrative Assistant	\$43,290	\$22.20	\$1,299	\$0.67	\$44,589	\$22.87
General Clerk	\$35,094	\$16.87	\$1,053	\$0.51	\$36,147	\$17.38
**Park Superintendent	\$45,000	\$21.63	\$2,250	\$1.08	\$47,250	\$22.72
***Recreation Superintendant	\$40,000	\$19.23	\$1,600	\$0.77	\$41,600	\$20.00
*Maintenance Assistant	\$14,560	\$14.00	\$437	\$0.42	\$14,997	\$14.42
*Recreation Leader	\$15,600	\$15.00	\$468	\$0.45	\$16,068	\$15.45
Event/Facility Attendant	n/a	\$15.00				\$15.00

* 1/2 Time 20 hrs a week

**Park Superintendent adjustment 3% CPI adjustment plus 2% salary adjustment

***Recreation Superintendent adjustment 3% CPI adjustment plus 1% salary adjustment

****37.5 hrs per week/1,950 hrs per year.



ROGERS, ANDERSON, MALODY & SCOTT, LLP

CERTIFIED PUBLIC ACCOUNTANTS

ROBERT B. MEMORY, C.P.A. (1945-2009)

OF COUNSEL
JAY H. ZERCHER, C.P.A.

October 25, 2011

To the Board of Directors
Rossmoor Community Services District

PHILLIP H. WALLER, C.P.A.
BRENDA L. ODLE, C.P.A.
TERRY P. SHEA, C.P.A.
KIRK A. FRANKS, C.P.A.
MATTHEW B. WILSON, C.P.A.
SCOTT W. MANNO, C.P.A.
LEENA SHANBHAG, C.P.A.

NANCY O'RAFFERTY, C.P.A.
BRADFERD A. WELEBIR, C.P.A.
JENNY LIU, C.P.A.
KATIE L. MILLSOM, C.P.A.
PAPA MATAR THIAW, C.P.A.
MAYA S. IVANOVA, C.P.A.
DANIELLE E. ODGERS, C.P.A.
WILLIAM C. CLAYTON, C.P.A.
SCOTT MILLSOM, C.P.A.
PETER MURRAY, C.P.A.

In planning and performing our audit of the financial statements of Rossmoor Community Services District (the District) for the year ended June 30, 2011, we considered the District's internal control to plan our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control. However, during our audit, we noted certain matters involving the internal control and other operational matters that are presented for your consideration. This letter does not affect our report dated October 25, 2011 on the financial statements of the District. We will review the status of these comments during our next audit engagement. Our comments and recommendations, all of which have been discussed with appropriate members of management, are intended to improve the internal control or result in other operating efficiencies. We will be pleased to discuss these comments in further detail at your convenience, or assist you in implementing the recommendations. Our comments are summarized as follows:

(1)

Appropriate Level of Unrestricted Fund Balance in the General Fund

Background – Accountants employ the term fund balance to describe the net assets of governmental funds calculated in accordance with generally accepted accounting principles (GAAP). Budget professionals commonly use this same term to describe the net assets of governmental funds calculated on a government's budgetary basis. In both cases, fund balance is intended to serve as a measure of the financial resources available in a governmental fund.

Accountants distinguish up to five separate categories of fund balance, based on the extent to which the government is bound to honor constraints on the specific purposes for which amounts can be spent: nonspendable fund balance, restricted fund balance, committed fund balance, assigned fund balance, and unassigned fund balance. The total of the last three categories, which include only resources without a constraint on spending or for which the constraint on spending is imposed by the government itself, is termed unrestricted fund balance.

It is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (e.g., revenue shortfalls and unanticipated expenditures) and to ensure stable tax rates. Fund balance levels are a crucial consideration, too, in long-term financial planning.

In most cases, discussions of fund balance will properly focus on a government's general fund. Nonetheless, financial resources available in other funds should also be considered in assessing the adequacy of unrestricted fund balance (i.e., the total of the amounts reported as committed, assigned, and unassigned fund balance) in the general fund.

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Credit rating agencies monitor levels of fund balance and unrestricted fund balance in a government's general fund to evaluate a government's continued creditworthiness. Likewise, laws and regulations often govern appropriate levels of fund balance and unrestricted fund balance for state and local governments.

Those interested primarily in a government's creditworthiness or economic condition (e.g., rating agencies) are likely to favor increased levels of fund balance. Opposing pressures often come from unions, taxpayers and citizens' groups, which may view high levels of fund balance as "excessive."

Recommendation – The Government Finance Officers Association (GFOA) recommends that governments establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund. Such a guideline should be set by the appropriate policy body and should provide both a temporal framework and specific plans for increasing or decreasing the level of unrestricted fund balance, if it is inconsistent with that policy.

The adequacy of unrestricted fund balance in the general fund should be assessed based upon a government's own specific circumstances. Nevertheless, GFOA recommends, at a minimum, that general-purpose governments, regardless of size, maintain unrestricted fund balance in their general fund of no less than two months of regular general fund operating revenues or regular general fund operating expenditures. The choice of revenues or expenditures as a basis of comparison may be dictated by what is more predictable in a government's particular circumstances. Furthermore, a government's particular situation often may require a level of unrestricted fund balance in the general fund significantly in excess of this recommended minimum level. In any case, such measures should be applied within the context of long-term forecasting, thereby avoiding the risk of placing too much emphasis upon the level of unrestricted fund balance in the general fund at any one time.

In establishing a policy governing the level of unrestricted fund balance in the general fund, a government should consider a variety of factors, including:

- The predictability of its revenues and the volatility of its expenditures (i.e., higher levels of unrestricted fund balance may be needed if significant revenue sources are subject to unpredictable fluctuations or if operating expenditures are highly volatile);
- It's perceived exposure to significant one-time outlays (e.g., disasters, immediate capital needs, state budget cuts);
- The potential drain upon general fund resources from other funds as well as the availability of resources in other funds (i.e., deficits in other funds may require that a higher level of unrestricted fund balance be maintained in the general fund, just as, the availability of resources in other funds may reduce the amount of unrestricted fund balance needed in the general fund);
- Liquidity (i.e., a disparity between when financial resources actually become available to make payments and the average maturity of related liabilities may require that a higher level of resources be maintained); and
- Commitments and assignments (i.e., governments may wish to maintain higher levels of unrestricted fund balance to compensate for any portion of unrestricted fund balance already committed or assigned by the government for a specific purpose).

Furthermore, governments may deem it appropriate to exclude from consideration resources that have been committed or assigned to some other purpose and focus on unassigned fund balance rather than on unrestricted fund balance.

Naturally, any policy addressing desirable levels of unrestricted fund balance in the general fund should be in conformity with all applicable legal and regulatory constraints. In this case in particular, it is essential that differences between GAAP fund balance and budgetary fund balance be fully appreciated by all interested parties.

Client Response – Management is in agreement with the intent of the GFOA guidelines regarding replenishing Fund Balance in the General Fund. However, these guidelines assume that agencies incorporate beginning and ending fund balances controls for their budgetary funds and that agencies use borrowing to equalize their revenue over the 12 month budget cycle.

First, the District has worked diligently to migrate to a budget format which utilizes beginning and ending fund balances. This migration was hampered by the District's financial management/accounting system which does not discretely produce financial documents for accounting and budgeting. Moreover, the District does not utilize borrowing for the leveling of revenue flow over the course of the fiscal year. In order to operate without such debt, the District utilizes its pooled cash to pay its monthly obligations.

It is therefore impractical to set limits on its minimum level of fund balance in its General Fund without tying up a large amount of the District's investment pool for this purpose. The District maintains a rather large ratio of budget to reserves which serve the same purpose as a minimum fund balance in the General Fund.

Based on prior recommendations of the District's Auditor, management has restructured its budget to include beginning and ending fund balances for all of its funds. Also, based on previous recommendations, management has initiated the establishment of a GASB 54 unrestricted "Rainy Day Fund." It is therefore management's position that in order to comply with the Auditor's recommendation the District would have to purchase a financial management system that would produce discrete budget documents to better manage its fund balances and to incur debt to level out its revenue flow. These are considered extraordinary measures which are deemed not to be cost effective or prudent for the operation of the District.

ROGERS, ANDERSON, MALODY & SCOTT, LLP