

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board Agenda Package

July 14, 2015

BOARD OF DIRECTORS

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AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, July 14, 2015

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Burgess, Casey, DeMarco, Maynard
President Kahlert
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS-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 BUDGET COMMITTEE RE: DISCUSSION AND POSSIBLE ACTION TO AMEND THE

PROPOSED FY 2015-2016 FINAL BUDGET FOR TREE TRIMMING SERVICES.

E. CONSENT CALENDAR

1. MINUTES:

- a. Regular Board Meeting of June 9, 2015.
- b. 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 2015-2016 FINAL BUDGET.

G. RESOLUTIONS

1. RESOLUTION NO. 15-07-14-01 ESTABLISHING THE ANNUAL BUDGET REVENUE AND EXPENDITURES TOTAL AMOUNT FOR FISCAL YEAR 2015-2016 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

ORDINANCES—None

H. REGULAR CALENDAR

- 1. PROPOSED THREE-YEAR TERM AGREEMENT WITH WEST COAST ARBORIST INC. FOR PARK AND PARKWAY TREE ARBORIST AND TREE MAINTENANCE SERVICES.
- 2. FIRST READING OF PROPOSED POLICY NO. 5030 COMMITTEES OF THE BOARD OF DIRECTORS.
- 3. VOTE FOR CANDIDATE FOR CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS.
- 4. FIRST READING OF PROPOSED AMENDMENTS TO POLICY NO. 6013 JOINT USE OF DISTRICT PROPERTY FOR DISTRICT SPONSORED PROGRAMS.
- 5. REQUEST FOR PROPOSALS RE: GENERAL COUNSEL.
- 6. AUTHORIZE PURCHASE OF REPLACEMENT OF DAMAGED PLAYGROUND SLIDE AT ROSSMOOR PARK.

1. 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 Board members to request that specific items be placed on a future Agenda. The Board may not discuss or take action on items that are not on the Agenda.

K. CLOSED SESSION:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: General Manager

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 14, 2015, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:

Elizabeth Deering for

JAMES D. RUTH
General Manager

Date 7/8/15_____

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: July 14, 2015
To: Honorable Board of Directors
From: Budget Committee
Via: General Manager
Subject: PROPOSED ADJUSTMENT TO THE PROPOSED FY 2015-2016
FINAL BUDGET FOR TREE TRIMMING SERVICES

RECOMMENDATION:

Approve a recommendation of the Budget Committee for an amendment to the proposed FY 2015-2016 Final Budget for inclusion of funds in the amount of \$4,655 for tree trimming services.

BACKGROUND:

The current WCA Agreement with WCA for tree trimming services is set to expire on July 1, 2015. The General Manager was prepared to submit a recommendation for a new three-year agreement at the June Board meeting. However, the District was informed on June 3rd that due to a new labor agreement, just executed, there will be a substantial increase in their cost of doing business. This increase applies not only to WCA, but for the tree industry statewide. Attached is a letter from WCA which outlines their proposal and reasons thereto, as well as a spread sheet detailing the three-year annual increase in costs and percentages.

WCA is proposing a new three-year Agreement with an increase in each of the three years. WCA's Price Schedule depicts the proposed increases for each line item with their stated overall percentage increase of approximately \$4,655 or 5.3% for next fiscal year and a three-year total increase 16.3% or \$14,205 for the entire three-year term. It should be noted that the previous two (2009 and 2012) three-year agreements included a provision of a CPI increase in the second and third year of both agreements. WCA did not exercise that provision in both cases. Thus, WCA has not received a rate increase

for the last six years. Moreover, if WCA had increased the prices of tree trimming and removal by the allowed CPI increases, stated in their Agreements, the FY 2015-2016 cost would \$93,722 (including new trees). Under the new Agreement with the increased prices, the FY 2015-2016 cost will be \$91,719 (including new trees). This amounts to a saving of \$2,053 (-2.2%) for the new fiscal year.

Since the District was only informed about the proposed increase on June 3rd, the Board referred the matter to the Budget Committee for their review and recommendations. The Committee met on June 29th and recommended that Board amend the Proposed Final Budget adjustment in the amount stated above.

ATTACHMENTS:

1. Letter dated June 3, 2015 from WCA.
2. Annual Increase in Costs and Percentages.
3. WCA Contract Renewal re: Performance Factors.
4. Current WCA Agreement (New Agreement to be Prepared by General Counsel).



Tree Care Professionals Serving Communities Who Care About Trees

www.WCAINC.com

June 3, 2015

Rossmoor Community Services District
ATTN: James D. Ruth, General Manager
3001 Blume Drive
Rossmoor, CA 90720

RE: TREE MAINTENANCE SERVICES AGREEMENT

Dear Mr. Ruth,

It was a pleasure meeting you, Mary Kingman and Henry Taboada earlier today. For many years, West Coast Arborists, Inc. (WCA) and Rossmoor CSD have forged a very productive and cohesive working relationship. Together our organizations have endured both good and bad times with the ever fluctuating economy of our state and country. Despite current economic trends; the integrity, health and preservation of Rossmoor's urban forest remains our common goal.

One of the most important components of a comprehensive urban forest management plan is the commitment to a consistent pruning cycle. As a result of shrinking fiscal capabilities, many communities found themselves extending their pruning cycle to beyond a 5-year turnaround. Rossmoor has been diligent in maintaining a sound tree maintenance cycle for its residents.

As we near the end of our current contract term (expires June 30, 2015), we would like to express our interest in extending the contract for an additional 3-year term with a cost increase. Just recently, the California Department of Industrial Relations (DIR) published a new wage classification for Tree Trimmers and Groundman that is designed for this type of work. As a result, this impacts not only WCA, but every single contractor performing similar tree maintenance and landscape services for public agencies.

Additionally, WCA agreed to forgo any requests for cost increases since July 2009 in an effort to help minimize the District's financial burden yet our operating costs have continued to rise. Our costs, particularly wages, fuel and insurance have increased by nearly 20% over the last 6 years.

As a result, we propose to adjust certain line items incrementally over the next three years while holding the rates the same for other line items over the entire term. Attached to this letter please review the proposed Schedule of Compensation for fiscal years 2015-2016, 2016-2017 and 2017-2018.

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West Coast Arborists, Inc.

2200 E. Via Burton Street • Anaheim, CA 92806 • 714.991.1900 • 800.521.3714 • Fax 714.956.3745

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Rossmoor Community Services District

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As part of a contract extension, WCA offers at no additional cost to the District, the following value-added services:

- Collect a new GPS tree inventory for right-of-way trees and park trees (Valued at \$20,000)
- Continue to GPS any future tree planting sites
- Provide basic Arborist reports: this excludes any photos, soil and lab tests, elaborate analysis, or trees involved in litigation or pending litigation.

We appreciate your ongoing efforts to make this Agreement a success for both the District and WCA and look forward to continuing a successful business relationship. Should you have any questions, or require additional information please do not hesitate to contact me at (800) 521-3714.

Sincerely,

Victor M. Gonzalez
Vice-President, Director of Marketing

Rossmoor Community Services District

Price Schedule for Fiscal Years 2015-16, 2016-17, & 2017-18

Tree Maintenance Services

Item	Description	Unit	Current Unit Prices	Proposed Unit Prices FY15-16	Proposed Unit Prices FY16-17	Proposed Unit Prices FY17-18
1	Tree Pruning 0-6" dsh	Each	\$ 30.30	\$ 32.40	\$ 34.65	\$ 36.75
2	Tree Pruning 7-18"	Each	\$ 41.50	\$ 44.40	\$ 47.50	\$ 50.35
3	Tree Pruning over 18" dsh	Each	\$ 64.00	\$ 68.50	\$ 73.30	\$ 77.70
4	Palm Pruning 0-30 ft.	Each	\$ 17.00	\$ 18.20	\$ 19.50	\$ 20.65
5	Palm Pruning over 30 ft.	Each	\$ 28.20	\$ 30.15	\$ 32.25	\$ 34.20
6	Tree and Stump Removal	Inch	\$ 14.50	\$ 15.50	\$ 16.60	\$ 17.60
7	Tree Only Removal	Inch	\$ 10.10	\$ 10.80	\$ 11.55	\$ 12.25
8	Stump Only Removal	inch	\$ 4.60	\$ 4.90	\$ 5.25	\$ 5.55
9	Plant 15 gallon tree w/out RB	Each	\$ 89.90	\$ 89.90	\$ 89.90	\$ 89.90
10	Plant 15 gallon tree with RB	Each	\$ 106.70	\$ 106.70	\$ 106.70	\$ 106.70
11	Plant 24" Box tree w/o RB	Each	\$ 179.60	\$ 179.60	\$ 179.60	\$ 179.60
12	Plant 24" Box tree with RB	Each	\$ 218.70	\$ 218.70	\$ 218.70	\$ 218.70
13	Specialty Plant 15 gallon tree w/out RB	Each	\$ 123.30	\$ 123.30	\$ 123.30	\$ 123.30
14	Specialty Plant 15 gallon tree with RB	Each	\$ 140.50	\$ 140.50	\$ 140.50	\$ 140.50
15	Specialty Plant 24" Box tree w/o RB	Each	\$ 246.90	\$ 246.90	\$ 246.90	\$ 246.90
16	Specialty Plant 24" Box tree with RB	Each	\$ 286.10	\$ 286.10	\$ 286.10	\$ 286.10
17	Crew Rental - 3 man crew	Hourly	\$ 106.20	N/A	N/A	N/A
18	Crew Rental - 2 man crew	Hourly	\$ 106.20	\$ 106.20	\$ 113.60	\$ 120.40
19	Emergency Crew Rental	Hourly	\$ 224.70	\$ 224.70	\$ 224.70	\$ 224.70
20	Watering	Day	\$ 291.60	\$ 291.60	\$ 291.60	\$ 291.60
21	Small Tree Care	Day	\$ 450.00	\$ 450.00	\$ 450.00	\$ 450.00

For FY15-16 prices in bold reflect a 7% increase.

For FY16-17, prices in bold reflect a 7% increase.

For FY17-18, prices in bold reflect a 6% increase.

Current prices have been in place since July 2009.

Annual Increase in Costs and Percentage
FY 13-14 vs. FY 15-16
FY 13-14 vs. FY 17-18

Annual Increase in Cost and Percentage														
West Coast Arborist Inc.	Unit	Qty.			Change %			Change %			Change %			
		Current Prices	FY 2013-2014	2013-2014 Total Costs	Proposed Unit Prices FY 15-16	FY 2015-2016 Costs	2013-2014	Proposed Unit Prices FY 16-17	FY 2016-2017 Costs	2013-2014	Proposed Unit Prices FY 17-18	FY 2017-2018 Costs	2013-2014	
1	Tree Pruning	Each	\$30.30	299	\$9,059.70	\$32.40	\$9,687.60	6.93%	\$34.65	\$10,360.35	14.36%	\$36.75	\$10,988.25	21.29%
2	Tree Pruning	Each	\$41.50	589	\$24,443.50	\$44.40	\$26,151.60	6.99%	\$47.50	\$27,977.50	14.46%	\$50.35	\$29,656.15	21.33%
3	Tree Pruning	Each	\$64.00	502	\$32,128.00	\$68.50	\$34,387.00	7.03%	\$73.30	\$36,794.09	14.52%	\$77.70	\$39,005.40	21.41%
4	Palm Pruning	Each	\$17.00	4	\$68.00	\$18.19	\$72.76	7.00%	\$19.50	\$78.00	14.71%	\$20.65	\$82.60	21.47%
5	Palm Pruning	Each	\$28.20	4	\$112.80	\$30.15	\$120.60	6.91%	\$32.25	\$129.00	14.36%	\$34.20	\$136.80	21.28%
6	Tree & Stump Removal	Inch	\$14.50	23	\$333.50	\$15.50	\$356.50	6.90%	\$16.60	\$381.80	14.48%	\$17.60	\$404.80	21.38%
7	Tree Only Removal	Inch	\$10.10	36	\$363.60	\$10.80	\$388.80	6.93%	\$11.55	\$415.80	14.36%	\$12.25	\$441.00	21.29%
8	Stump Only Removal	Inch	\$4.60	0	\$0.00	\$4.90	\$0.00	0.00%	\$5.25	\$0.00	0.00%	\$5.55	\$0.00	0.00%
9	Plant 15 gallon w/o RB	Each	\$89.90		\$0.00	\$89.90	\$0.00	0.00%	\$89.90	\$0.00	0.00%	\$89.90	\$0.00	0.00%
10	Plant 15 Gallon w/RB	Each	\$106.70		\$0.00	\$106.70	\$0.00	0.00%	\$106.70	\$0.00	0.00%	\$106.70	\$0.00	0.00%
11	Plant 24" Box w/o RB	Each	\$179.60	72	\$12,931.20	\$179.60	\$12,931.20	0.00%	\$179.60	\$12,931.20	0.00%	\$179.60	\$12,931.20	0.00%
12	Plant 24" Box w/RB	Each	\$218.70		\$0.00	\$218.70	\$0.00	0.00%	\$218.70	\$0.00	0.00%	\$218.70	\$0.00	0.00%
13	Specialty Plant 15 Gallon w/o RB	Each	\$123.30		\$0.00	\$123.30	\$0.00	0.00%	\$123.30	\$0.00	0.00%	\$123.30	\$0.00	0.00%
14	Specialty Plant 15 Gallon w RB	Each	\$140.50		\$0.00	\$140.50	\$0.00	0.00%	\$140.50	\$0.00	0.00%	\$140.50	\$0.00	0.00%
15	Specialty Plant 24" Box w/o RB	Each	\$246.90		\$0.00	\$246.90	\$0.00	0.00%	\$246.90	\$0.00	0.00%	\$246.90	\$0.00	0.00%
16	Specialty Plant 24" Box w/o RB	Each	\$286.10		\$0.00	\$286.10	\$0.00	0.00%	\$286.10	\$0.00	0.00%	\$286.10	\$0.00	0.00%
17	Crew Rental 3 Man	Hourly	\$106.20	209	\$7,398.60	\$106.20	\$7,398.60	0.00%	\$106.20	\$7,398.60	0.00%	\$106.20	\$7,398.00	0.00%
18	Crew Rental 2 Man	Hourly	\$106.20		\$0.00	\$106.20	\$0.00	0.00%	\$113.60	\$0.00	0.00%	\$120.40	\$0.00	0.00%
19	Emergency Crey Rental	Hourly	\$224.70	4	\$299.60	\$224.70	\$299.60	0.00%	\$224.70	\$299.60	0.00%	\$224.70	\$299.60	0.00%
20	Watering	Day	\$291.60	0	\$0.00	\$291.60	\$0.00	0.00%	\$291.60	\$0.00	0.00%	\$291.60	\$0.00	0.00%
21	Small Tree Care	Day	\$450.00	0	\$0.00	\$450.00	\$0.00	0.00%	\$450.00	\$0.00	0.00%	\$450.00	\$0.00	0.00%
Total Cost/Percentage Increase					\$87,138.50	\$91,794.26	5.34%	\$96,765.94	11.05%	\$101,343.80	16.30%			
Annual Increased Costs					\$4,655.76			\$4,971.68			\$4,577.86			
Total Increased Costs					\$14,205.30									

WCA Contract Renewal

- WCA has been in business since 1972, with 650 employees and contracts with over 200 public agencies in California and Arizona.
- For 15 years, West Coast Arborist, Inc. has proven to be a reliable contractor, providing RCSD with outstanding customer service and special attention.
- Area manager Rob Thompson always promptly responds to inquiries and goes above and beyond the required service, taking time to look at questionable trees personally when District Tree Consultant needs a second opinion.
- If there is ever any damage to resident landscaping or irrigation by WCA crews, the company responds immediately and quickly works to rectify the problem.
- The online inventory system provided by WCA is an invaluable tool for keeping track of Rossmoor's urban forest.
- Quality trees are consistently provided for tree planting inventory.
- Tree crews follow strict safety guidelines and are polite and accommodating to residents.
- Pruning, planting and tree removal is in a professional and correct way, following guidelines from the International Society of Arborist and American National Standards Institute.

**ROSSMOOR COMMUNITY SERVICES DISTRICT
CONTRACT TREE TRIMMING SERVICES AGREEMENT**

This CONTRACT TREE TRIMMING SERVICES AGREEMENT (“Agreement”), is made and entered into this 1st day of July, 2012, by and between the ROSSMOOR COMMUNITY SERVICES DISTRICT, a California community services district (herein “District”) and WEST COAST ARBORISTS, INC. (herein “Contractor”). (The term Contractor includes professionals performing in a consulting capacity.) The parties hereto agree as follows:

RECITALS

WHEREAS, District and Contractor previously entered into that certain ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT, effective May 13, 1998 and that certain RESTATED ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT dated July 1, 2001 (“2001 Agreement”). In addition, the parties subsequently entered into three (3) amendments to the 2001 Agreement in order to provide for Extended Terms and to set forth amendments in regard to Services of Contractor and Compensation. Pursuant to the Third Amendment To Restated Rossmoor Community Services District Contract Tree Trimming Services Agreement, dated July 1, 2008, the Extended Term expired on June 30, 2009; and

WHEREAS, District and Contractor then entered into that certain ROSSMOOR COMMUNITY SERVICES DISTRICT CONTRACT TREE TRIMMING SERVICES AGREEMENT, effective July 1, 2009 (“2009 Agreement”) the term of which was effective for three (3) consecutive calendar years from and after July 1, 2009; and

WHEREAS, the parties desire to enter into this Agreement in order to set forth a new contract for tree trimming services which will supercede any and all existing contractual arrangements.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and based upon the recitals set forth hereinabove, the parties to this Amendment hereby agree as follows:

AGREEMENT

1.0 SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all terms and conditions of this Agreement, the Contractor shall provide those services specified in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by this reference, which services may be referred to herein as the “services” or “work” hereunder. As a material inducement to the District entering into this Agreement, Contractor represents and warrants that Contractor is a provider of first class work and services and Contractor is experienced in performing the work and services contemplated herein and, in light of such status and experience, Contractor covenants that it shall

follow the highest professional standards in performing the work and services required hereunder and that all materials shall be of good quality, fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Compliance with Law. All services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the District and any Federal, State or local governmental agency having jurisdiction in effect at the time service is rendered. Each and every provision required by law to be included in this Agreement shall be deemed to be included, and this Agreement shall be read and enforced as though they were included.

1.3 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless District against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against District hereunder.

1.4 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the scope of services to be performed, (b) has carefully considered how the services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Contractor discover any latent or unknown conditions, which shall or will materially affect the performance of the services hereunder, Contractor shall immediately inform the District of such fact and shall not proceed except at Contractor's risk until written instructions are received from the Contract Officer.

1.5 Care of Work. The Contractor shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by District, except such losses or damages as may be caused by District's own negligence.

1.6 Further Responsibilities of Parties. Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments, prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.7 Additional Services. District shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Contractor shall not perform, nor be compensated for, additional services without written authorization from the Contract Officer. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services or reasonably contemplated therein. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor.

2.0 COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, the Contractor shall be compensated in accordance with the "Schedule of Compensation" attached hereto as Exhibit "B" and incorporated herein by this reference, but not exceeding the maximum Unit Prices (herein "Contract Sum").

2.2 CPI Adjustment. The Contract Sum shall be adjusted annually on July 1 of each year, beginning as of July 1, 2013, for cost of living as shown by the U.S. Department of Labor in its All Urban Consumers Index as set forth for the Los Angeles-Anaheim-Riverside area.

2.3 Method of Compensation. The method of compensation may include: (i) a lump sum payment upon completion, (ii) payment in accordance with the percentage of completion of the services, (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, but not exceeding the Contract Sum or (iv) such other methods as may be specified in the Schedule of Compensation. Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expense, transportation expense approved by the Contract Officer in advance, and no other expenses and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings and District Board meetings reasonably deemed necessary by the District; Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Method of Payment. Unless some other method of payment is specified in the Schedule of Compensation, in any month in which Contractor wishes to receive payment, no later than the first (1st) working day of such month, Contractor shall submit to the District in the form approved by the District's General Manager, an invoice for services rendered prior to the date of the invoice. Except as provided in Section 7.3, District shall pay Contractor for all expenses stated thereon which are approved by District pursuant to this Agreement no later than the last working day of the month, subject to such extensions as may be necessary to obtain any required approvals for payment from the District Board.

3.0 PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall perform all services as directed by the District and as otherwise provided for in this Agreement and the Scope of Services.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the District, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the District for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless early terminated in accordance with Section 7 of this Agreement, this Agreement shall continue in force and effect for three (3) consecutive calendar years from and after July 1, 2012.

4.0 COORDINATION OF WORK

4.1 Representative of Contractor. The following principals of Contractor are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Patrick Mahoney, President

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for District to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. For purposes of this Agreement, the foregoing principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of District.

4.2 Contract Officer. The Contract Officer shall be such person as may be designated by the Board of Directors of District. It shall be the Contractor's responsibility to

assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by District to the Contract Officer. Unless otherwise specified herein, any approval of District required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the District required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignment. The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the District to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services required hereunder without the express written approval of the District. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of District. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of District.

4.4 Independent Contractor. Neither the District nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. District shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an independent contractor of District and shall remain at all times as to District a wholly independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of District. District shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venture or a member of any joint enterprise with Contractor.

5.0 INSURANCE, INDEMNIFICATION AND BONDS

5.1 Insurance. Without limiting Contractor's indemnification obligations as set forth in this Agreement, the Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to District, during the entire term of this Agreement including any extension thereof, the following policies of insurance:

(a) Comprehensive General Liability Insurance. A policy of comprehensive general liability insurance written on a per occurrence basis. If the Contract Sum is \$25,000 or less, the policy of insurance shall be written in an amount not less than \$500,000 single limit, per occurrence. If the Contract Sum is greater than \$25,000 but less than \$1,000,000, the policy of insurance shall be in an amount not less than \$1,000,000 single limit, per occurrence. If the Contract Sum is greater than \$1,000,000 but less than \$2,000,000, the policy of insurance shall be in an amount not less than \$2,000,000, single limit, per occurrence. If the Contract Sum is

greater than \$2,000,000, the policy of insurance shall be in an amount not less than \$5,000,000 single limit, per occurrence.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as shall fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for both the Contractor and the District against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive/Vehicle Insurance. A policy of comprehensive automobile/vehicle liability (including owned, non-owned, leased, and hired autos/vehicles) insurance written on a per occurrence basis in an amount not less than \$500, 000 single limit, per occurrence, for bodily injury and property damage.

All of the above policies of insurance shall be primary insurance and shall name the District, its officers, employees and agents as additional insureds. The insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, officials, employees, agents, representatives, and volunteers, and their respective insurers. All of said policies of insurance shall be endorsed to:

(1) Provide that said insurance may not be amended or cancelled without providing thirty (30) days prior written notice by certified or registered mail to the District;

(2) Provide that the insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, officials, employees, agents, representatives, and volunteers, and their respective insurers; and

(3) Name the District, its Board of Directors and all the District appointed groups, committees, boards, and any other District appointed bodies, and the District's elected or appointed officers, and its officials, employees, agents, representatives, and volunteers (hereinafter "District and District Personnel") as additional insureds.

All of Contractor's insurance (i) shall contain no special limitations on the scope of protection afforded to District and District Personnel; (ii) shall be primary insurance and any insurance or self-insurance maintained by District or District Personnel shall be in excess of the Contractor's insurance and shall not contribute with it; (iii) shall be "occurrence" rather than "claims made" insurance; (iv) shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability; and (v) shall be written by insurers in compliance with Section 5.4.

No work or services under this Agreement shall commence until the Contractor has provided the District with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverage's and said Certificates of Insurance or binders are approved by the District. In the event any of said policies of insurance are materially modified or cancelled for any reason, the Contractor shall, prior to the cancellation date, submit new

evidence of insurance, in conformance with this Section 5.1, to the Contract Officer. The Contract Officer, with the prior approval of the District Manager, shall have authority to consent to a modification of the foregoing insurance requirements, which consent may be given or withheld in the Contract Officer's and District Manager's respective sole and absolute and arbitrary discretion.

The Contractor agrees that the provisions of this Section 5.1 shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible.

In the event the Contractor subcontracts any portion of the work in compliance with Section 4.3 of this Agreement, the contract between the Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Contractor is required to maintain pursuant to this Section 5.1.

5.2 Indemnification. Contractor agrees to indemnify the District, its officers, agents and employees against, and shall hold and save them and each of them harmless from, any and all actions, suits, claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities, (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities of Contractor, its agents, employees, subcontractors, or invitees, provided for herein, or arising from the negligent acts or omissions of Contractor hereunder, or arising from Contractor's negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, whether or not there is concurrent passive or active negligence on the part of the District, its officers, agents or employees but excluding such claims or liabilities arising from the sole negligence or willful misconduct of the District, its officers, agents or employees, who are directly responsible to the District, and in connection therewith:

(a) Contractor shall defend any action or actions filed in connection with any of said claims or liabilities and shall pay all costs and expenses, including legal costs and attorneys' fees incurred in connection therewith;

(b) Contractor shall promptly pay any judgment rendered against the District, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold the District, its officers, agents, and employees harmless therefrom;

(c) In the event the District, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to the District, its officers, agents or employees, any and all costs and expenses incurred by the District, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorneys' fees.

5.3 Sufficiency of Insurer or Surety. Insurance or bonds required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "All or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the General Manager of the District due to unique circumstances. In the event the General Manager of District ("Manager") determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the District, the Contractor agrees that the minimum limits of the insurance policies and the performance bond required by this Section 5 may be changed accordingly upon receipt of written notice from the Manager; provided that the Contractor shall have the right to appeal a determination of increased coverage by the Manager to the District within 10 days of receipt of notice from the Manager.

6.0 RECORDS AND REPORTS

6.1 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that the District is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or shall materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.2 Records. Contractor shall keep, and require subcontractors to keep, such books and records as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of District, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the District shall have access to such records in the event any audit is required.

6.3 Ownership of Documents. All drawings, specifications, reports, records, documents and other materials prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of District and shall be delivered to District upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by District of its full rights of ownership of the documents and materials hereunder. Any use of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Contractor shall be at the District's sole risk and without liability to Contractor, and the District shall indemnify the Contractor for all damages resulting therefrom. Contractor may retain copies of such documents for its own use. Contractor shall have an unrestricted right to use the concepts embodied therein. All subcontractors shall

provide for assignment to District of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify District for all damages resulting therefrom.

6.4 Release of Documents. The drawings, specifications, reports, records, documents and other materials prepared by Contractor in the performance of services under this Agreement shall not be released publicly without the prior written approval of the Contract Officer.

7.0 ENFORCEMENT OF AGREEMENT

7.1 California Law. This Agreement shall be construed and interpreted both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. Service of process on District shall be made in the manner required by law for service on a public entity. Service of process on Consultant shall be made in any manner permitted by law and shall be effective whether served inside or outside of California.

7.2 Disputes. Subject to the provisions of Section 7.7, in the event of a dispute arising under this Agreement, Contractor shall comply with the provisions of this Section, and District may, in its sole discretion, comply with the provisions of this Section. The injured party shall notify the injuring party in writing of its contentions. The injured party shall continue performing its obligations hereunder so long as the injuring party commences to cure such default within ten (10) days of service of such notice and completes the cure of such default within sixty (60) days after service of the notice, or such longer period as may be permitted by the injured party; provided that if the default is an immediate danger to the health, safety and general welfare, such immediate action may be necessary. Compliance with the provisions of this Section shall be a condition precedent to termination of this Agreement for cause by Consultant and to any legal action commenced by Consultant, and such compliance shall not be a waiver of Consultant's right to take legal action in the event that the dispute is not cured. Nothing herein shall limit District's right to terminate this Agreement with or without cause pursuant to Section 7.7.

7.3 Retention of Funds. Contractor hereby authorizes District to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate District for any losses, costs, liabilities, or damages suffered by District, and (ii) all amounts for which District may be liable to third parties, by reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, District may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of District to exercise such right to deduct or

to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect District as elsewhere provided herein.

7.4 Waiver. No delay or omission in the exercise of any right or remedy by a nondefaulting party on any default shall impair such right or remedy or be construed as a waiver. A party's consent to or approval of any act by the other party requiring the party's consent or approval shall not be deemed to waive or render unnecessary the other party's consent to or approval of any subsequent act. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other party.

7.6 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

7.7 Termination Prior to Expiration Of Initial or Extended Term. This Section shall govern any termination of this Agreement except as specifically provided in the following Section for termination for cause. The District reserves the right to terminate this Agreement at any time, with or without cause, upon written notice to Contractor. Contractor may terminate this Agreement only for cause and with not less than thirty (30) days, prior written notice and only after following the procedures of Section 7.2 to enable the District to effect a cure of a default. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the lesser of (i) the amount due for work completed under the Schedule of Compensation or (ii) the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, District may take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the District shall use reasonable efforts to mitigate such damages), and District may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the District as previously stated.

7.9 Attorneys' Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to its expert witness fees and reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

8.0 DISTRICT OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of District Officers and Employees. No officer, official, employee, agent, representative, or volunteer of the District shall be personally liable to the Contractor, or any successor in interest, in the event of any default or breach by the District or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

8.2 Conflict of Interest. No officer, official, employee, agent, representative, or volunteer of the District shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which effects his financial interest or the financial interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The Contractor warrants that it has not paid or given and shall not pay or give any third party any money or other consideration for obtaining this Agreement.

8.3 Covenant Against Discrimination. Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, marital status, national origin, or ancestry in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, marital status, national origin, or ancestry.

9.0 MISCELLANEOUS PROVISIONS

9.1 Notice. Unless otherwise provided herein, all notices required to be delivered under this Agreement or under applicable law shall be (i) personally delivered, or (ii) delivered by United States mail, prepaid, certified, return receipt requested, or (iii) delivered by reputable document delivery service that provides a receipt showing date and time of delivery. Notices personally delivered or delivered by a document delivery service shall be effective upon receipt. Notices delivered by mail shall be effective at 5:00 p.m. on the second calendar day following dispatch. Notices shall be delivered to the District at the following address: Rossmoor Community Services District, 3001 Blume Drive, Rossmoor, CA 90720, Attn: General Manager. Notices shall be delivered to Contractor at the following address: West Coast Arborists, Incorporated, 2200 E. Via Burton Street, Anaheim, CA 92806, Attn: Patrick O. Mahoney,

President. Either party may change the address for receipt of notices to that party by written notice delivered in compliance with this Section.

9.2 Interpretation. The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

9.4 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.5 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound.

[End - Signature Page and Exhibits Follow]

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

DISTRICT:

Rossmoor Community Services District, a
California community services district

Alfred A. Coletta 6/21/12
President of the Board of Directors

CONTRACTOR:

West Coast Arborists, Inc.

By: 

Patrick Mahoney
President

By: 

Richard Mahoney
Vice President

Address: 2200 E. Via Burton Street
Anaheim, CA 92806
(800) 521-3714
(714) 956-3745 FAX

END OF SIGNATURES

EXHIBIT "A"
SCOPE OF SERVICES

EXHIBIT "A"
SCOPE OF SERVICES

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RVP B FERRE 76068.1

15

EXHIBIT "A"
TO CONTRACT SERVICES AGREEMENT

EXHIBIT "A"

SCOPE OF SERVICES

ALL SITE LOCATIONS

A. TREE PLANTING:

Planting includes the tree, stakes, ties and complete installation and watering for ninety (90) calendar days. Planting lists should be compiled by the Inspector and submitted monthly or as needed. Contractor will guarantee the quality of the tree stock and the workmanship.

1. All plantings will be established industry standard for fifteen (15) gallon or twenty four (24) inch box trees; not to be less than 1" (inch) in diameter at dsh (diameter standard height) and 6' (feet) in height when planted, and otherwise acceptable to the RCSD in terms of diameter size, health, quality and aesthetics. The RCSD reserves the right to choose and reserve tree stock, and/or to purchase planting stock from other sources, when issues of size are evident.
2. All planting nursery stock will conform to the American Standard for Nursery Stock as set forth by American National Standards Institute (ANSI) standard Z60.1-2004 and ISA Guidelines for High Quality Trees. Trees shall be free from pests, disease and structural defects.
3. Contractor shall provide all equipment, labor and materials necessary for the planting of trees throughout the District in accordance with the specifications herein.
4. Planting pit shall be dug twice the width and the same depth of the root ball. Before placing the tree in the planting pit Contractor shall examine root ball for injured roots and canopy for broken branches. Damaged roots should be cleanly cut off at a point just in front of the break. Broken branches should be cut out of the canopy making sure that the branch collar is not damaged.
5. Tree shall be placed in the planting pit with its original growing level (the trunk flare) at the same height of the surrounding finish grade. In grass-covered parkways, the top of the root ball shall be level or slightly higher than the surrounding soil. In a concrete tree well, the root ball shall be 3 inches below the level of the finished surface of the concrete.

6. Backfill material should be native soil. Eliminate all air pockets while backfilling the planting pit by watering the soil as it's put into the hole.
7. Trees that are planted in parkways shall have a 4"-6" high water retention basin built around the tree capable of holding at least ten (10) gallons of water.
8. All trees shall be staked with two wooded lodge poles and two ties per pole. Minimum size of lodge poles shall be ten (10') feet long, with a one and a half (1½") inch diameter. Tree ties shall be placed at one third (1/3") and two-thirds (2/3) of the trunk height. Stakes shall not penetrate the root ball and shall be driven into the ground approximately twenty-four to thirty (24"-30") inches below grade.
9. Trunk protectors such as Arbor-Gards or an approved equal shall be placed at the base of the trunk of all new trees immediately after planting.
10. Clean up all trash and any soil or dirt spilled on any paved surface at the end of each working day.

B. SAPLING CARE:

The RCSD requires an active approach to the care of its young and newly planted trees. The Contractor shall be required to perform basic maintenance that will include but not be limited to tree well adjustments and watering, removal of weeds from tree wells, structural pruning, and re-staking when necessary.

1. Watering shall be performed by a one man crew with a water truck who will water each grid, including landscape median and young trees that are three (3) years old and younger, once monthly.

B. MAINTENANCE AND SAFETY TREE TRIMMING REQUIREMENTS:

1. All tree pruning shall comply with good arboreal practice for the particular species of trees being trimmed and shall conform to the American National Standards Institute (ANSI) A300 Pruning Standards for Tree Care Operations, the International Society of Arboriculture (ISA) Tree Pruning Guidelines and the ISA Best Management Practices Tree Pruning.
2. All pruning shall be performed with the intent of improving aesthetic characteristics and increasing structural strength resulting in sound tree culture that is appropriate for the individual tree specie while providing correct vertical and horizontal clearance needed in a municipal setting.

3. Remove all dead and or damaged branches and limbs.
4. At no time shall "Topping" be permitted on any tree.
5. At no time shall "Lion Tailing" or branch stripping be permitted on any tree.
6. No more than one fourth (1/4) of a tree's foliage should be removed in a calendar year.
7. All pruning equipment shall be sharp and sized appropriately for the pruning cut. When pruning to remove fungus, disease or an otherwise infected area, all pruning tools shall be properly cleaned after each cut with bleach.
8. The following minimum clearances shall be maintained at all times, unless a specific problem arises:
 - a. All branches overhanging on roadways beyond the curb line shall have a minimum clearance of fourteen (14) feet.
 - b. All branches overhanging any sidewalk or walkway shall have a nine (9) foot clearance.
 - c. All trees shall be aesthetically trimmed to prevent/minimize encroachment on private property.
9. All pruning cuts should be made just outside the branch bark ridge or branch collar so that, under normal conditions, healing can start immediately.
10. All limbs of one and one half (1½) inches or larger in diameter shall first be undercut to prevent splitting of the bark.
11. All cut limbs shall be lowered to the ground using a method that prohibits further damage to the remainder of the tree.
12. All suckers and water spouts shall be removed in a manner that minimized the size of the wound to the tree.
13. All crossing or any limbs that rub shall be removed unless removal of said limbs would result in large gaps in the general outline of the tree. Limbs should extend alternately from the trunk on twelve (12) to twenty four (24) inch spacing.
14. All structural weaknesses such as split crotch or limbs, diseased or decayed limbs or any other existing severe damage shall be reported to the District's General Manager, or an authorized representative.
15. At no time during any trimming procedure shall any hooks, gaffs, spurs or climbers be

used by anyone employed for such trimming with out the prior permission of the District's General Manager, or authorized representative

C. SAFETY TRIMMING:

The standards for safety trimming shall be those adopted by the County of Orange, with whom the District has a contract for safety trimming. The standards for safety trimming shall be as follows:

1. Fourteen (14) foot vertical clearance from the road surface.
2. Nine (9) foot vertical clearance from the parkway or sidewalk surface.
3. As necessary to provide clear visibility of all traffic control or municipal informational signage.
4. As necessary to provide reasonable clearance for street lighting and intersection safety lighting.

D. ANNUAL TREE PRUNING:

Tree pruning per pre-designed districts, grids or prune routes on a set cycle to include all trees. Pruning will include structural pruning, crown raising, and crown cleaning in accordance with the standards set forth by the International Society of Arboriculture Pruning Standards (Best Management Practices) and the ANSI A300 Standards. Special projects that are difficult to access require the need for specialty equipment, service request pruning, or pruning to reduce and/or pruning to restore would fall under Crew Rental.

1. Contractor shall comply with Standards of CAL OSHA and the American National Standard Institute, Z133 Safety Requirements.
2. Contractor shall notify the resident forty-eight (48) hours in advance of scheduled pruning.
3. Contractor shall provide and post "No Parking" signs twenty-four (24) hours in advance of the work.
4. Contractor shall endeavor to maintain good public relations at all times. The work shall be conducted in a manner which will cause the least possible interference and annoyance to the public. Work shall be performed by competent employees and supervised by an experienced, English speaking supervisor in tree maintenance operations. The Contractor shall be responsible for advance

notification to the residents at each work location of the intended tree operations. The Contractor shall be responsible to see that private property and vehicles at work locations are not endangered or damaged during the course of work.

5. Contractor shall exercise precautions as necessary when working adjacent to aerial and subterranean utilities. In the event that aerial utility wires present a hazard to the Contractor's personnel or others near the work site, work is to immediately cease and the appropriate utility company notified. Work shall then commence in accordance with instructions from the utility company.
6. The specific techniques employed shall be consistent with industry practice for the size and species of tree being trimmed. All dead, broken, damaged, diseased or insect infested limbs shall be removed at the trunk or main branch. All cuts shall be made sufficiently close, ½ inch, to the parent stem so that healing can readily start under normal conditions. All limbs 2" or greater shall be undercut to prevent splitting. The remaining limbs and branches shall not be split or broken at the cut. All crossed or rubbing limbs shall be removed unless removal will result in large gaps in the general outline of the tree.
7. Cut laterals to preserve the natural form of the tree, leaving the head open enough for the branching system to show and permitting the dead material to be easily cleaned out and light to show through the head. Tree foliage shall be reduced by at least fifteen (15%) percent but no more than thirty (30%) percent.
8. Trim to remove dead wood or weak, diseased, insect-infested, broken, low, or crossing limbs. Branches with an extremely narrow angle of attachment should normally be removed.
9. Small limbs, including suckers and waterspouts, shall be cut close to the trunk or branch from which they arise.

D. TREE AND STUMP REMOVAL:

RCSD prepares list of trees to be removed, marks trees, notifies homeowners and submit lists to Contractor. Contractor calls Underground Service Alert (USA) and prepares internal work order. Crew removes tree and hauls all debris. Crew grinds stumps to a depth of eighteen (18") inches. All holes will be backfilled, as well as all debris cleaned up and hauled away. Special projects that are difficult to access with equipment, or require the need for a crane or an aerial tower over seventy-five (75') feet would fall under Crew Rental rates. Removals shall be conducted in good workmanlike manner in accordance with the standards of the arboricultural profession.

1. All tree and stump removals will conform to American National Standards Institute (ANSI) Z133.1-1994 - American National Standard for Tree Care Operations - Pruning, Trimming, repairing, Maintaining, and Removing trees, and Cutting Brush-Safety Requirements

E. EMERGENCY RESPONSE:

The Contractor may be required to provide emergency on call response for damaged trees as a result of storms or other reasons. Emergency calls may occur at any given time. The Contractor will be provided with locations and the work to be done at each location via telephone from an RCSD authorized representative. Emergency work shall begin within two (2) hours of the initial telephone call

F. REQUIRED WORK STANDARDS:

1. Contractor shall staff the work site with personnel qualified and trained in tree pruning.
2. Contractor shall staff the work site with an arborist, certified through the International Society of Arboriculture (ISA), as the site supervisor.
3. The Contractor will manage the entire inventory project and will not use subcontractors.
4. The general hours of operation shall be 8:00 a.m. to 5:00 p.m. with respect to any chipping, cutting or other operations generating harsh or unusual noise.
5. The days of operation shall be Monday through Friday.
6. Special emphasis shall be placed upon public safety during pruning operations, with all required safety markers prominently displayed.
7. Contractor shall clean all job sites when work is completed, including the raking of leaves, twigs, etc. from the lawns and parkways and the sweeping of streets. Each day's scheduled work shall be completed and cleaned up and under no circumstances shall any brush, leaves, debris or equipment be left on the street overnight.
8. The District's General Manager or an authorized representative for the District shall be the sole judge as to the adequacy of any cleanup.

G. REPORTS TO THE DISTRICT:

1. Contractor will map, measure and keep current computerized records of all District's tree

inventory. Records shall be kept on data base that is accessible to the RCSD at any time.

2. Contractor will immediately report to the District's General Manager or an authorized representative, any condition which is deemed hazardous or which requires immediate attention.
3. Contractor will report monthly on forms provided by the District on all activities which are performed by Contractor which is based on monthly/quarterly schedules.

II. INSPECTION

1. The District's General Manager, or an authorized representative, shall at all times have access to the work and shall be furnished with every reasonable facility for ascertaining full knowledge respecting the process, workmanship and character of equipment used and employed in the work and quality of trees planted. RCSD shall be notified at least two (2) working days before any planting takes place.
2. Inspection of the work shall not relieve the Contractor of any of their obligation to fulfill the contract as prescribed. Defective work shall be made good notwithstanding the fact that such defective work may have been previously overlooked by the District's General Manager or an authorized representative, and accepted for payment.
3. Any work found to be unacceptable will be communicated by phone with an email sent as a follow-up. Upon receipt of notification of the deficiencies, the Contractor shall correct the deficiencies within (10) working days from notification. After this time period, if unacceptable conditions still exist, the District has the right to deduct payment or terminate the contract.

I. SPECIAL PROVISIONS

1. Perform and deliver a complete tree inventory for the District (valued at approximately \$16,000)
2. At no additional cost, provide the District with access to Contractor's web-based tree inventory program called Arbor Access On-Line (valued at approximately \$5,000)
3. Provide unlimited software support including training during the entire length of the Agreement (valued at approximately \$1,800).

EXHIBIT "B"
SCHEDULE OF COMPENSATION



Rossmoor Community Services District

Price Schedule for Fiscal Year 2012-2013

Tree Maintenance Services

Item	Description	Unit	Unit Prices for FY12 13
1	Tree Pruning 0-6" dsh	Each	\$ 30.30
2	Tree Pruning 7-18"	Each	\$ 41.50
3	Tree Pruning over 18" dsh	Each	\$ 64.00
4	Safety Pruning	Each	N/A
5	Palm Pruning 0-30 ft.	Each	\$ 17.00
6	Palm Pruning over 30 ft.	Each	\$ 28.20
7	Tree and Stump Removal	Inch	\$ 14.50
8	Tree Only Removal	Inch	\$ 10.10
9	Stump Only Removal	Inch	\$ 4.60
10	Plant 15 gallon tree w/out RB	Each	\$ 89.90
11	Plant 15 gallon tree with RB	Each	\$ 106.70
12	Plant 24" Box tree w/o RB	Each	\$ 179.60
13	Plant 24" Box tree with RB	Each	\$ 218.70
14	Specialty Plant 15 gallon tree w/o RB	Each	\$ 123.30
15	Specialty Plant 15 gallon tree with RB	Each	\$ 140.50
16	Specialty Plant 24" Box tree w/o RB	Each	\$ 246.90
17	Specialty Plant 24" Box tree with RB	Each	\$ 286.10
18	Crew Rental - 3 man crew Safety Pruning	Hourly	\$ 106.20
19	Emergency Crew Rental	Hourly	\$ 224.70
20	Watering	Day	\$ 291.60
21	Small Tree Care	Day	\$ 450.00

Prices for FY12-13 are the same as FY11-12

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF JUNE 9, 2015

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of June 9, 2015 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Regular June 9, 2015 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of June 9, 2015 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, June 9, 2015

A. ORGANIZATION

- 1. CALL TO ORDER: 7:00 P.M.**
- 2. ROLL CALL: Directors Burgess, Casey, DeMarco, Maynard
President Kahlert**
- 3. PLEDGE OF ALLEGIANCE**
- 4. PRESENTATIONS: None**

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Kevin Pierce had comments relative to the recent restriping of Bradbury Road between Montecito Road and Los Alamitos Blvd. in Rossmoor. He opined that to his knowledge the changes had never been voted on or approved by the citizens of Rossmoor. He added that the County Traffic Bureau informed him that the changes had been made in an effort to control speed which averaged 38 mph. Mr. Pierce stated that Bradbury Road had been without striping for 60 years and the changes were made without notification to anyone. He further opined that the lanes were too narrow forcing cars nearer to the parked cars and homes, damaging his landscaping. He added that the center lane was too wide and the new configuration actually caused traffic problems. He concluded that the design was poorly planned and executed. He asked the District to advise him as to the next steps.

President Kahlert thanked Mr. Pierce for his comments and stated that the Board would take them under advisement.

D. REPORTS TO THE BOARD

1. REPORT OF THE GENERAL MANAGER RE: WATER CONSERVATION

Recommendation to receive the General Manager's report on water conservation. The General Manager briefed the board on the District's progress in response to the AquaSave water audit and relative drought resistant information. Discussion ensued. The report was received and filed.

E. CONSENT CALENDAR

1a. MINUTES REGULAR BOARD MEETING—May 12, 2015

2. REVENUE AND EXPENDITURE REPORT—April 2015

Discussion ensued relative to the format of the report.

Motion by Director Maynard, seconded by Director DeMarco to approve the Consent Calendar Items as submitted. Motion passed 5-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS:

1. RESOLUTION NO. 15-06-09-02: ELECTION OF DIRECTORS TO THE SPECIAL DISTRICT RISK MANAGEMENT AUTHORITY BOARD OF DIRECTORS

Recommendation to approve Resolution No. 15-06-09-01, select three nominees and direct the General Manager to submit an Official 2015 Election Ballot to the SDRMA. Discussion ensued relative to candidate qualifications.

Discussion ensued. Director Casey stated that after reading the candidate statements he felt that only two were qualified enough for the position. Motion by Director Casey, seconded by President Kahlert to vote for only the two incumbent candidates, Ed Gray and Sandy Seifert-Raffelson. Director Maynard disagreed and opined that the Board should vote for all three candidates. Based on Director Maynard's comments, Director Casey agreed to a friendly amendment. Amended Motion by Director Casey, seconded by President Burgess to vote for the following three candidates: Robert Swan, Ed Gray and Sandy Seifert-Raffelson. Motion failed 2-3, with Directors Maynard, DeMarco and Burgess Voting No.

It was the consensus of the Board to vote for the two incumbents and have a separate motion for the third candidate.

Motion by Director Maynard, seconded by Director DeMarco to vote for the two incumbents, Ed Gray and Sandy Seifert-Raffelson. Motion passed 5-0.

Motion by Director Maynard, seconded by Director Casey to vote for Robert Swan as the third candidate as he had the strongest resume and direct the General Manager to submit an Official Election Ballot to the SDRMA. Motion passed 5-0.

2. RESOLUTION NO. 15-06-09-02: SETTING OF APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-2016.

The General Manager reported that Article XIII B of the State Constitution requires that the District Board of Directors establish the Fiscal Year appropriations limit by calculating population and inflation factors. The 2015-2016 Fiscal Year appropriations limitation shall

be \$1,934,537. Recommendation to approve by roll call vote, Resolution No. 15-06-09-02 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2015-2016.

Motion by Director DeMarco, seconded by Director Casey to approve Resolution No. 15-06-09-02 by roll call vote. Resolution No. 15-06-09-02 was approved by roll call vote 5-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. PRELIMINARY 2015-2016 ANNUAL BUDGET AND SALARY PLAN.

Recommendation to receive the report of the General Manager, set date of public hearing and provide direction regarding the formulation of FY 2015-2016 Final Budget.

Brief discussion ensued. Motion by Director Burgess, seconded by Director DeMarco receive the report of the General Manager, set date of public hearing to July 14, 2015 and provide direction regarding the formulation of FY 2015-2016 Final Budget. Motion passed 5-0.

2. APPROVAL OF A ONE-YEAR EXTENDED TERM AGREEMENT WITH MR. FERNANDO MOLINA FOR TENNIS INSTRUCTION AT ROSSMOOR PARK.

Recommendation to authorize the General Manager to execute the first of two one-year Extended Term Agreements to provide tennis instruction by Mr. Fernando Molina.

Motion by Director Maynard, seconded by Director DeMarco to authorize the General Manager to execute the first of two one-year Extended Term Agreements to provide tennis instruction by Mr. Fernando Molina.. Motion passed 5-0.

3. APPROVAL OF PROPOSED THREE-YEAR TERM AGREEMENT WITH WEST COAST ARBORIST INC. FOR PARK AND PARKWAY TREE ARBORIST AND TREE MAINTENANCE SERVICES.

The General Manager reported that the current Agreement with West Coast Arborist (WCA) is set to expire on July 1, 2015. The General Manager was prepared to submit a recommendation for a new three-year agreement at this Board meeting. However, staff was informed on June 3rd by WCA that due to a new labor agreement, just executed, there would be a substantial increase in their cost of doing business. This increase applies not only to WCA, but for the tree industry State wide. Therefore the recommendation is to refer the matter of a proposed three-year agreement with West Coast Arborist Inc. (WCA) to the Budget Committee for review.

The General Manager reported that there had been no increase in the contract for the last 6 years. West Coast Arborist was proposing a 16% increase which amounted to approximately \$14,000 phased in over a period of 3 years. He stated that the District was happy with the excellent level

of service received by WCA. The District also benefited from their sophisticated reporting system, cost controls, fleet management and risk management. Discussion ensued relative to the timeline for approval of the proposal.

Motion by Director Maynard, seconded by Director DeMarco to refer the matter of a proposed three-year agreement with West Coast Arborist Inc. (WCA) to the Budget Committee for review. Motion passed 5-0.

4. INVESTMENT COMMITTEE RECOMMENDATIONS ON RE INVESTMENT OF RUSH PARK BOND RESERVES.

Recommendation Discussion and possible action on the Investment Committee's recommendations on the reinvestment of Rush Park bond reserves. The General Manager reported that the Investment Committee met on May 28, 2015 and reviewed the District's Investment Portfolio. Of particular note was their review of the Rush Park Fund 20 Reserve Account. No recommendations for new investments were made due to current market conditions.

Motion by Director DeMarco, seconded by Director Casey to, per bond covenants, to invest one-half of the amount of the Fund 20 Bond Reserve (\$632,770.00) in a two-year U.S. Agency note [currently yielding 0.46% yield to maturity (ytm)] and invest the other half in a three-year U.S. Agency note (currently yielding 0.80% ytm). Motion passed 5-0.

5. LETTER PROTESTING PASSAGE OF AB 57 RE: APPROVAL OF WIRELESS TOWERS AND EQUIPMENT.

Recommendation to authorize Board President Kahlert to submit a letter protesting the potential passage of AB 57.

Brief discussion ensued. Motion by Director Maynard, seconded by Director DeMarco to authorize Board President Kahlert to submit a letter protesting the potential passage of AB 57. Motion passed 5-0.

6. PROPOSED POLICY NO. 3040: UTILIZATION OF DISTRICT RESOURCES.

Recommendation for discussion and possible first reading of new Policy No. 3040 Utilization of District Resources to address the fiscal management and allocation of District resources.

Motion by Director Maynard, seconded by Director DeMarco to waive first reading and approve new Policy No. 3040 Utilization of District Resources, to address the fiscal management and allocation of District resources. Motion passed 4-1, with Director Burgess voting No.

I. GENERAL MANAGER ITEMS:

The General Manager reported that at the request of the RHA, President Kahlert had appointed Director DeMarco to be the RCSD representative of the RHA Traffic Committee. He announced that the first meeting of the Los Alamitos Unified School District/RCSD Working Group

Committee would be held this Wednesday at 1:30 p.m. He stated the County restriping improvements on Montecito Road would conclude tomorrow and the Rush Park Canopy Project had recently undergone some mandatory permitting alterations and structural modifications leading to slight delays in the starting date. Regarding Committee Alternates, he opined that the Board may want to consider giving President Kahlert the authorization to appoint an alternate in emergency situations. He recommended that staff create a committee alternate policy to be brought to the Board for review and possible action.

Director Maynard expressed concerns about appointing alternates. He inquired as to what prompted the suggestion. The General Manager replied that scheduling committee meetings was sometimes a challenge. Director Burgess asked if meeting telephonically was an option. General Counsel stated that a clear policy needed to be in place to address alternates and telephonic meetings. He stated that he would work with staff to draft a policy.

The General Manager announced that he had met with the RHA President Mark Nitikman and Erwin Anisman regarding their proposal to create a drought resistant landscaping demonstration project at Kempton Park. The RHA has agreed to make a \$10K grant contribution toward the project. The grant was provided by a private donor with the stipulation that the money be used to improve parks. The redesign would conserve water and act as an educational resource for children and the community by identifying various native and drought resistant plants. Valleycrest has agreed to provide some conceptual designs which would then be brought to the Parks and Facilities Committee for review.

J. BOARD MEMBER ITEMS

Director Burgess reported that he had attended both of the public workshops held by Golden State Water Company which were quite informative. He stressed the importance of the drought situation. He added that the current environment is not good for grants, however, it would be beneficial to explore additional funding solutions.

Director Casey provided the board with an update of the I-405 project. He stated that CalTrans had chosen Alternative 3; the same alternative the corridor cities adamantly opposed. He added that CalTrans had affirmed authorization to acquire right-of-way for the project which involved easements on 314 parcels for the purpose of either temporary construction or partial construction. Therefore the adjacent land of many property owners who opposed the project would be encroached upon. Six of the parcels were located in Rossmoor on Yellowtail Road. Westminster had 119 properties impacted. Actions thus far had come from Seal Beach who officially challenged the decision and hired an EIR Engineer, analyzed and compiled a 60 page document entitled "Substantive Defects" and are fighting the issue. Out of 60 pages most of concerns were related to the soundwall, emissions, construction impact and traffic issues at College Park East. Seal Beach Councilmember Gary Miller was leading the charge and adamantly going through the process to oppose the property encroachments and project impacts. He added that RCSD General Manager will meet with their General Manager soon. Should we decide to go forward with the 30 day notice of determination to challenge the CEQA. The cities of Huntington Beach, Costa Mesa, Fountain Valley, Seal Beach, Los Alamitos and Rossmoor. (see tape).

Director DeMarco had comments about the County's restriping of Bradbury Road. He stated that he had received many complaints from residents regarding the new road configuration and he encouraged them to attend the board meeting to express their viewpoint—he thanked Mr. Pierce for expressing his views. He added that moving forward, at the very least, the County should notify the RCSD General Manager prior to making these types of changes. He opined that the median was too wide, the lanes were too close to parked cars and the striping didn't make sense. He stated that this was an example of what can occur without local control. He provided a status report on the restriping of Montecito Road, stating that the paint illumination had been greatly improved thanks to the diligence and follow up of the General Manager and staff. He thanked President Kahlert for appointing him to the Traffic Committee, there were many traffic issues and the County was doing a traffic study at this time. The good news is, the County and the school district were taking action to improve these situations. He opined that these agencies are concerned about whether they are getting enough buy-in from the community. He expressed a need for the RHA Traffic Committee to better utilize RCSD staff and the public forum of the board meetings to engage the community on traffic issues. He concluded by saying that the Los Alamitos School District and County Representatives had expressed concerns relative to community representation for Rossmoor on traffic issues as there seemed to be confusion as to whether RHA or RCSD was the lead agency in the matter. He added that he will be attending the next Traffic Committee meeting on July 1, 2015 and will report back to the Board.

Director Maynard thanked Mr. Pierce for his comments on the Bradbury Road restriping and agreed with his assessments. He opined that the new design was unsafe for cyclists as well and he objected to the fact that the community was not notified or given the opportunity to provide input.

The General Manager stated that he had spoken with the County regarding the restriping and lack of notification and would report back his findings.

President Kahlert concurred with his fellow board members relative to the Bradbury restriping issue. He suggested asking them to restripe the road and add a bike lane. He encouraged the community to take advantage of the District's upcoming free Stellar Summer Events with Movies, Concerts and Shakespeare in the Park. He reminded the community that school was out and Los Alamitos High School Graduation night was Thursday with ceremonies being held at the Carson Tennis Center. He congratulated the class of 2015 and cautioned drivers to be careful and mindful of the many celebrations. President Kahlert concluded his comments by congratulating his two daughters who were graduating from Los Alamitos High School and UCSB this year.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Casey, seconded by Director Maynard to adjourn the regular meeting at 8:45 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - May, 2015

RECOMMENDATION:

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

BACKGROUND:

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

ATTACHMENTS:

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

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 May 2015 @ 91.67%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES 1	753,614.00	767,129.00	766,967.10	16,463.94	161.90	100.0
STREET LIGHT ASSESSMENTS 2	258,000.00	265,000.00	269,294.39	6,702.51	-4,294.39	101.6
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	1,235.56	0.00	1,264.44	49.4
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	4,567.13	1,880.59	56,232.87	7.5
FEES AND SERVICES	159,900.00	159,900.00	134,124.50	9,034.00	25,775.50	83.9
OTHER REVENUE	23,500.00	23,500.00	21,949.00	19.28	1,551.00	93.4
OTHER REVENUE (Reserve Transfer In)	0.00	35,000.00	35,000.00	35,000.00	0.00	100.0
Total Revenues	1,254,814.00	1,313,829.00	1,233,137.68	69,100.32	80,691.32	93.9
Expenditures						
ADMINISTRATION 1, 2, 3, 4	391,200.00	426,141.00	414,056.80	31,180.66	12,084.20	97.2
RECREATION 1	122,553.00	123,003.00	110,293.71	8,687.97	12,709.29	89.7
ROSSMOOR PARK 1	170,513.00	193,835.00	169,062.45	14,487.67	24,772.55	87.2
MONTECITO CENTER 1	70,012.00	74,010.00	68,738.96	5,582.33	5,271.04	92.9
RUSH PARK 1	207,430.00	204,524.00	174,847.13	12,936.30	29,676.87	85.5
STREET LIGHTING	110,580.00	105,580.00	90,081.53	9,015.42	15,498.47	85.3
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,080.00	46,004.06	4,538.43	9,075.94	83.5
PARKWAY TREES 5	104,775.00	108,775.00	96,881.28	6,601.01	11,893.72	89.1
MINI-PARKS, MEDIANS & TRIANGLE	15,714.00	15,714.00	11,235.17	892.53	4,478.83	71.5
Total Expenditures	1,250,457.00	1,308,762.00	1,183,201.09	93,922.32	125,560.91	90.4

**Audited Fund Balance
 at June 30, 2014**

\$ 802,718.00

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015

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

Fund: 10 - GENERAL FUND

Revenues							
Dept: 00							
PROPERTY TAXES (1)	753,614.00	767,129.00	766,967.10	16,463.94	0.00	161.90	100.0
ASSESSMENTS (2)	258,000.00	265,000.00	269,294.39	6,702.51	0.00	-4,294.39	101.6
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	1,235.56	0.00	0.00	1,264.44	49.4
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	4,567.13	1,880.59	0.00	56,232.87	7.5
FEES AND SERVICES	159,900.00	159,900.00	134,124.50	9,034.00	0.00	25,775.50	83.9
OTHER REVENUE	23,500.00	23,500.00	21,949.00	19.28	0.00	1,551.00	93.4
RESERVES/CONTINGENCIES	0.00	35,000.00	35,000.00	0.00	0.00	0.00	100.0
Dept: 00	1,254,814.00	1,313,829.00	1,233,137.68	34,100.32	0.00	80,691.32	93.9
Revenues	1,254,814.00	1,313,829.00	1,233,137.68	34,100.32	0.00	80,691.32	93.9
Grand Total Net Effect:	1,254,814.00	1,313,829.00	1,233,137.68	34,100.32	0.00	80,691.32	

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS (1)(2)	214,800.00	233,950.00	229,461.13	20,425.76	0.00	4,488.87	98.1
OPERATIONS AND MAINTENANCE (3)	73,900.00	68,991.00	65,721.48	4,400.86	0.00	3,269.52	95.3
CONTRACT SERVICES (4)	96,500.00	113,200.00	109,533.47	5,663.09	0.00	3,666.53	96.8
CAPITAL EXPENDITURES	6,000.00	10,000.00	9,340.72	690.95	0.00	659.28	93.4
ADMINISTRATION	391,200.00	426,141.00	414,056.80	31,180.66	0.00	12,084.20	97.2
Dept: 20 RECREATION							
SALARIES AND BENEFITS (1)	92,353.00	92,903.00	84,685.14	8,029.72	0.00	8,217.86	91.2
OPERATIONS AND MAINTENANCE	24,700.00	24,600.00	22,659.27	418.67	0.00	1,940.73	92.1
CONTRACT SERVICES	3,500.00	3,500.00	2,916.61	239.58	0.00	583.39	83.3
CAPITAL EXPENDITURES	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6
RECREATION	122,553.00	123,003.00	110,293.71	8,687.97	0.00	12,709.29	89.7
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS (1)	57,013.00	67,610.00	62,844.03	5,140.55	0.00	4,765.97	93.0
OPERATIONS AND MAINTENANCE	75,550.00	88,525.00	73,160.63	6,417.88	0.00	15,364.37	82.6
CONTRACT SERVICES	37,700.00	37,450.00	32,935.22	2,929.24	0.00	4,514.78	87.9
CAPITAL EXPENDITURES	250.00	250.00	122.57	0.00	0.00	127.43	49.0
ROSSMOOR PARK	170,513.00	193,835.00	169,062.45	14,487.67	0.00	24,772.55	87.2
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	43,762.00	49,425.00	47,598.25	4,231.34	0.00	1,826.75	96.3
OPERATIONS AND MAINTENANCE	18,400.00	16,785.00	14,165.49	781.75	0.00	2,619.51	84.4
CONTRACT SERVICES	7,800.00	7,750.00	6,975.22	569.24	0.00	774.78	90.0
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER	70,012.00	74,010.00	68,738.96	5,582.33	0.00	5,271.04	92.9
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS (1)	62,659.00	69,175.00	66,744.54	5,637.16	0.00	2,430.46	96.5
OPERATIONS AND MAINTENANCE	106,821.00	97,649.00	75,044.81	4,369.90	0.00	22,604.19	76.9
CONTRACT SERVICES	37,700.00	37,450.00	32,935.22	2,929.24	0.00	4,514.78	87.9
CAPITAL EXPENDITURES	250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK	207,430.00	204,524.00	174,847.13	12,936.30	0.00	29,676.87	85.5

EXPENDITURE REPORT
May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015	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	580.00	523.85	47.24	0.00	56.15	90.3
CONTRACT SERVICES	110,000.00	105,000.00	89,557.68	8,968.18	0.00	15,442.32	85.3
STREET LIGHTING	110,580.00	105,580.00	90,081.53	9,015.42	0.00	15,498.47	85.3
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	523.85	47.24	0.00	56.15	90.3
CONTRACT SERVICES	55,000.00	54,500.00	45,480.21	4,491.19	0.00	9,019.79	83.4
STREET SWEEPING	55,580.00	55,080.00	46,004.06	4,538.43	0.00	9,075.94	83.5
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	17,400.00	17,400.00	17,908.12	1,808.83	0.00	-508.12	102.9
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	1,235.32	101.55	0.00	539.68	69.6
CONTRACT SERVICES	73,600.00	70,600.00	66,351.54	3,433.83	0.00	4,248.46	94.0
CAPITAL EXPENDITURES	12,000.00	19,000.00	11,386.30	1,256.80	0.00	7,613.70	59.9
PARKWAY TREES	104,775.00	108,775.00	96,881.28	6,601.01	0.00	11,893.72	89.1
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	964.00	964.00	815.50	68.87	0.00	148.50	84.6
OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	6,809.07	508.37	0.00	3,690.93	64.8
CONTRACT SERVICES	4,150.00	4,150.00	3,610.60	315.29	0.00	539.40	87.0
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,714.00	15,714.00	11,235.17	892.53	0.00	4,478.83	71.5
Expenditures	1,250,457.00	1,308,762.00	1,183,201.09	93,922.32	0.00	125,560.91	90.4
Grand Total Net Effect:	-1,250,457.00	-1,308,762.00	-1,183,201.09	-93,922.32	0.00	-125,560.91	

REVENUE/EXPENDITURE REPORT

May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES (1)								
3000	Current Secured Property Taxes	689,313.00	698,000.00	710,076.20	9,476.23	0.00	-12,076.20	101.7
3001	Current unsecured prop tax	26,010.00	26,010.00	22,844.00	0.00	0.00	3,166.00	87.8
3002	Prior secured property taxes	10,200.00	10,200.00	6,757.10	139.07	0.00	3,442.90	66.2
3003	Prior unsecured prop taxes	449.00	4,577.00	0.00	0.00	0.00	4,577.00	0.0
3004	Delinquent property taxes	510.00	510.00	0.00	0.00	0.00	510.00	0.0
3010	Current supplemental assessmnt	15,300.00	16,000.00	15,649.91	1,067.21	0.00	350.09	97.8
3020	Public utility tax	11,832.00	11,832.00	11,639.89	5,781.43	0.00	192.11	98.4
PROPERTY TAXES		753,614.00	767,129.00	766,967.10	16,463.94	0.00	161.90	100.0
Acct Class: 31 ASSESSMENTS (2)								
3105	Street light assessments	258,000.00	265,000.00	269,294.39	6,702.51	0.00	-4,294.39	101.6
ASSESSMENTS		258,000.00	265,000.00	269,294.39	6,702.51	0.00	-4,294.39	101.6
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,000.00	2,500.00	1,235.56	0.00	0.00	1,264.44	49.4
USE OF MONEY AND PROPERTY		2,000.00	2,500.00	1,235.56	0.00	0.00	1,264.44	49.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,800.00	5,800.00	4,567.13	1,880.59	0.00	1,232.87	78.7
3305	County street sweep reimburse	52,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES		57,800.00	60,800.00	4,567.13	1,880.59	0.00	56,232.87	7.5
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	14,040.00	14,040.00	13,454.50	546.00	0.00	585.50	95.8
3405	Wall Rental	520.00	520.00	460.00	40.00	0.00	60.00	88.5
3406	Ball field reservations	28,600.00	28,600.00	20,056.00	1,208.00	0.00	8,544.00	70.1
3410	Rossmoor building rental	4,680.00	4,680.00	3,848.00	232.00	0.00	832.00	82.2
3412	Montecito building rental	25,220.00	25,220.00	23,564.00	2,518.00	0.00	1,656.00	93.4
3414	Rush Park Building Rental	86,840.00	86,840.00	72,742.00	4,490.00	0.00	14,098.00	83.8
FEES AND SERVICES		159,900.00	159,900.00	134,124.50	9,034.00	0.00	25,775.50	83.9
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	3,500.00	3,500.00	1,949.00	19.28	0.00	1,551.00	55.7
3502	Administrative Fee	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
OTHER REVENUE		23,500.00	23,500.00	21,949.00	19.28	0.00	1,551.00	93.4
Acct Class: 59 RESERVES/CONTINGENCIES								
3625	TRANSFER IN/RESERVES	0.00	35,000.00	35,000.00	0.00	0.00	0.00	100.0
RESERVES/CONTINGENCIES		0.00	35,000.00	35,000.00	0.00	0.00	0.00	100.0
Dept: 00		1,254,814.00	1,313,829.00	1,233,137.68	34,100.32	0.00	80,691.32	93.9
Revenues								
		1,254,814.00	1,313,829.00	1,233,137.68	34,100.32	0.00	80,691.32	93.9
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	14,000.00	11,000.00	8,700.00	600.00	0.00	2,300.00	79.1
4001	Salaries - Full-time	156,000.00	172,000.00	167,263.75	15,118.05	0.00	4,736.25	97.2
4003	Salaries - Overtime	3,300.00	3,600.00	3,176.72	180.13	0.00	423.28	88.2
4007	Vehicle Allowance	500.00	500.00	458.08	0.00	0.00	41.92	91.6
4010	Workers Compensation Insurance	3,600.00	2,600.00	2,532.92	182.74	0.00	67.08	97.4
4011	Medical Insurance (1)	27,500.00	31,000.00	32,321.44	3,118.14	0.00	-1,321.44	104.3
4015	Federal Payroll Tax -FICA (2)	8,800.00	12,750.00	14,494.18	1,208.70	0.00	-1,744.18	113.7
4018	State Payroll Taxes	1,100.00	500.00	514.04	18.00	0.00	-14.04	102.8
SALARIES AND BENEFITS		214,800.00	233,950.00	229,461.13	20,425.76	0.00	4,488.87	98.1
Acct Class: 50 OPERATIONS AND MAINTENANCE								

REVENUE/EXPENDITURE REPORT
May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	12,500.00	13,187.00	13,186.91	0.00	0.00	0.09	100.0
5004 Memberships and Dues	6,400.00	6,400.00	6,197.81	61.44	0.00	202.19	96.8
5006 Travel & Meetings	1,500.00	1,500.00	1,345.15	0.00	0.00	154.85	89.7
5007 Televised Meeting Costs	17,200.00	17,200.00	15,806.15	3,010.20	0.00	1,393.85	91.9
5010 Publications & Legal Notices	7,200.00	7,200.00	7,214.09	180.00	0.00	-14.09	100.2
5012 Printing	400.00	700.00	541.47	0.00	0.00	158.53	77.4
5014 Postage	2,000.00	2,000.00	1,442.99	19.47	0.00	557.01	72.1
5016 Office Supplies	7,200.00	7,200.00	5,950.18	435.43	0.00	1,249.82	82.6
5020 Telephone	1,000.00	1,500.00	1,434.72	141.71	0.00	65.28	95.6
5045 Miscellaneous Expenditures (3)	5,500.00	5,500.00	6,080.36	500.00	0.00	-580.36	110.6
5046 Bank Service Charge	1,000.00	1,000.00	917.94	52.61	0.00	82.06	91.8
5050 Elections	12,000.00	5,604.00	5,603.71	0.00	0.00	0.29	100.0
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OPERATIONS AND MAINTENANCE	73,900.00	68,991.00	65,721.48	4,400.86	0.00	3,269.52	95.3
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel (4)	38,000.00	54,500.00	55,212.44	2,137.50	0.00	-712.44	101.3
5615 Financial Audit-Consulting	8,500.00	8,700.00	8,700.00	0.00	0.00	0.00	100.0
5670 Other Professional Services	50,000.00	50,000.00	45,621.03	3,525.59	0.00	4,378.97	91.2
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CONTRACT SERVICES	96,500.00	113,200.00	109,533.47	5,663.09	0.00	3,666.53	96.8
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	6,000.00	10,000.00	9,340.72	690.95	0.00	659.28	93.4
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CAPITAL EXPENDITURES	6,000.00	10,000.00	9,340.72	690.95	0.00	659.28	93.4
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ADMINISTRATION	391,200.00	426,141.00	414,056.80	31,180.66	0.00	12,084.20	97.2
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	51,229.00	51,229.00	45,678.71	3,919.04	0.00	5,550.29	89.2
4002 Salaries - Part-time	22,104.00	22,104.00	21,257.83	2,364.58	0.00	846.17	96.2
4003 Salaries - Overtime	3,640.00	3,640.00	2,033.02	283.87	0.00	1,606.98	55.9
4005 Salaries - Event Attendant	200.00	400.00	352.50	0.00	0.00	47.50	88.1
4007 Vehicle Allowance	500.00	350.00	301.02	65.95	0.00	48.98	86.0
4010 Workers Compensation Insurance	1,080.00	1,080.00	1,030.10	73.87	0.00	49.90	95.4
4011 Medical Insurance (1)	7,000.00	8,000.00	8,217.47	792.77	0.00	-217.47	102.7
4015 Federal Payroll Tax -FICA	5,500.00	5,500.00	5,265.49	476.34	0.00	234.51	95.7
4018 State Payroll Taxes	1,100.00	600.00	549.00	53.30	0.00	51.00	91.5
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SALARIES AND BENEFITS	92,353.00	92,903.00	84,685.14	8,029.72	0.00	8,217.86	91.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	250.00	400.00	220.00	0.00	0.00	180.00	55.0
5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	100.00	100.00	56.96	0.00	0.00	43.04	57.0
5014 Postage	150.00	150.00	78.91	0.00	0.00	71.09	52.6
5016 Office Supplies	1,000.00	1,000.00	852.86	30.00	0.00	147.14	85.3
5017 Community Events	14,000.00	14,000.00	13,289.64	147.95	0.00	710.36	94.9
5019 Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020 Telephone	1,800.00	1,800.00	1,708.31	141.72	0.00	91.69	94.9
5045 Miscellaneous Expenditures	500.00	500.00	99.00	99.00	0.00	401.00	19.8
5051 Equipment Rental	500.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	24,700.00	24,600.00	22,659.27	418.67	0.00	1,940.73	92.1
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	3,500.00	3,500.00	2,916.61	239.58	0.00	583.39	83.3
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CONTRACT SERVICES	3,500.00	3,500.00	2,916.61	239.58	0.00	583.39	83.3
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015

Fund: 10 - GENERAL FUND

Expenditures

Dept: 20 RECREATION

CAPITAL EXPENDITURES

Original Bud. 2,000.00 Amended Bud. 2,000.00 YTD Actual 32.69 CURR MTH 0.00 Encumb. YTD 0.00 UnencBal 1,967.31 % Bud 1.6

RECREATION

Original Bud. 122,553.00 Amended Bud. 123,003.00 YTD Actual 110,293.71 CURR MTH 8,687.97 Encumb. YTD 0.00 UnencBal 12,709.29 % Bud 89.7

Dept: 30 ROSSMOOR PARK

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time	31,252.00	37,500.00	34,473.26	2,744.39	0.00	3,026.74	91.9
4002 Salaries - Part-time	6,851.00	10,600.00	10,177.44	753.88	0.00	422.56	96.0
4003 Salaries - Overtime	1,900.00	2,200.00	1,762.21	197.98	0.00	437.79	80.1
4005 Salaries - Event Attendant	250.00	250.00	0.00	0.00	0.00	250.00	0.0
4010 Workers Compensation Insurance	3,800.00	2,800.00	2,548.08	182.74	0.00	251.92	91.0
4011 Medical Insurance	8,700.00	10,000.00	10,151.06	979.31	0.00	-151.06	101.5
4015 Federal Payroll Tax -FICA	3,600.00	4,000.00	3,486.10	281.87	0.00	513.90	87.2
4018 State Payroll Taxes	660.00	260.00	245.88	0.38	0.00	14.12	94.6

SALARIES AND BENEFITS

Original Bud. 57,013.00 Amended Bud. 67,610.00 YTD Actual 62,844.03 CURR MTH 5,140.55 Encumb. YTD 0.00 UnencBal 4,765.97 % Bud 93.0

Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices	300.00	300.00	253.59	0.00	0.00	46.41	84.5
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1
5016 Office Supplies	900.00	900.00	769.31	38.88	0.00	130.69	85.5
5018 Janitorial Supplies	4,500.00	4,500.00	3,754.96	1,598.66	0.00	745.04	83.4
5020 Telephone	1,600.00	1,600.00	1,571.52	141.72	0.00	28.48	98.2
5022 Utilities	48,000.00	55,000.00	45,255.33	3,442.50	0.00	9,744.67	82.3
5025 SECURED PROP TAX	900.00	875.00	875.05	0.00	0.00	-0.05	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	512.72	31.62	0.00	487.28	51.3
5032 Building & Grounds-Maintenance	16,000.00	22,000.00	19,313.49	1,146.30	0.00	2,686.51	87.8
5034 Alarm Systems	750.00	750.00	681.12	18.20	0.00	68.88	90.8
5045 Miscellaneous Expenditures	500.00	500.00	118.00	0.00	0.00	382.00	23.6
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0

OPERATIONS AND MAINTENANCE

Original Bud. 75,550.00 Amended Bud. 88,525.00 YTD Actual 73,160.63 CURR MTH 6,417.88 Encumb. YTD 0.00 UnencBal 15,364.37 % Bud 82.6

Acct Class: 56 CONTRACT SERVICES

5655 Landscape Maintenance	33,000.00	33,000.00	29,205.00	2,655.00	0.00	3,795.00	88.5
5656 Tree Trimming	1,200.00	950.00	942.57	46.61	0.00	7.43	99.2
5670 Other Professional Services	3,500.00	3,500.00	2,787.65	227.63	0.00	712.35	79.6

CONTRACT SERVICES

Original Bud. 37,700.00 Amended Bud. 37,450.00 YTD Actual 32,935.22 CURR MTH 2,929.24 Encumb. YTD 0.00 UnencBal 4,514.78 % Bud 87.9

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment	250.00	250.00	122.57	0.00	0.00	127.43	49.0
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CAPITAL EXPENDITURES

Original Bud. 250.00 Amended Bud. 250.00 YTD Actual 122.57 CURR MTH 0.00 Encumb. YTD 0.00 UnencBal 127.43 % Bud 49.0

ROSSMOOR PARK

Original Bud. 170,513.00 Amended Bud. 193,835.00 YTD Actual 169,062.45 CURR MTH 14,487.67 Encumb. YTD 0.00 UnencBal 24,772.55 % Bud 87.2

Dept: 40 MONTECITO CENTER

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time	26,137.00	31,000.00	28,835.11	2,253.23	0.00	2,164.89	93.0
4002 Salaries - Part-time	3,425.00	4,000.00	4,509.78	642.28	0.00	-509.78	112.7
4003 Salaries - Overtime	1,000.00	1,200.00	1,246.60	162.93	0.00	-46.60	103.9
4010 Workers Compensation Insurance	3,000.00	2,250.00	2,049.33	146.97	0.00	200.67	91.1
4011 Medical Insurance	7,100.00	8,100.00	8,213.51	792.41	0.00	-113.51	101.4
4015 Federal Payroll Tax -FICA	2,500.00	2,750.00	2,631.35	233.52	0.00	118.65	95.7
4018 State Payroll Taxes	600.00	125.00	112.57	0.00	0.00	12.43	90.1

SALARIES AND BENEFITS

Original Bud. 43,762.00 Amended Bud. 49,425.00 YTD Actual 47,598.25 CURR MTH 4,231.34 Encumb. YTD 0.00 UnencBal 1,826.75 % Bud 96.3

Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1

REVENUE/EXPENDITURE REPORT

May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5016	Office Supplies	900.00	900.00	769.31	38.88	0.00	130.69	85.5
5018	Janitorial Supplies	3,000.00	3,000.00	2,339.31	183.00	0.00	660.69	78.0
5020	Telephone	1,650.00	1,650.00	1,434.73	141.72	0.00	215.27	87.0
5022	Utilities	4,000.00	4,000.00	3,464.30	125.57	0.00	535.70	86.6
5025	SECURED PROP TAX	750.00	735.00	734.86	0.00	0.00	0.14	100.0
5030	Vehicle Maintenance	1,000.00	1,000.00	512.70	31.62	0.00	487.30	51.3
5032	Building & Grounds-Maintenance	3,000.00	4,000.00	4,075.68	243.30	0.00	-75.68	101.9
5034	Alarm Systems	500.00	400.00	406.98	17.66	0.00	-6.98	101.7
5045	Miscellaneous Expenditures	50.00	50.00	10.27	0.00	0.00	39.73	20.5
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	3,000.00	500.00	208.22	0.00	0.00	291.78	41.6
OPERATIONS AND MAINTENANCE		18,400.00	16,785.00	14,165.49	781.75	0.00	2,619.51	84.4
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,300.00	3,300.00	3,245.00	295.00	0.00	55.00	98.3
5656	Tree Trimming	1,000.00	950.00	942.57	46.61	0.00	7.43	99.2
5670	Other Professional Services	3,500.00	3,500.00	2,787.65	227.63	0.00	712.35	79.6
CONTRACT SERVICES		7,800.00	7,750.00	6,975.22	569.24	0.00	774.78	90.0
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	50.00	50.00	0.00	0.00	0.00	50.00	0.0
CAPITAL EXPENDITURES		50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER								
Dept: 50 RUSH PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	34,034.00	37,000.00	34,160.86	2,744.39	0.00	2,839.14	92.3
4002	Salaries - Part-time	8,200.00	9,000.00	9,365.75	770.35	0.00	-365.75	104.1
4003	Salaries - Overtime	1,650.00	2,000.00	1,844.73	197.98	0.00	155.27	92.2
4005	Salaries - Event Attendant	2,000.00	4,000.00	4,525.44	435.00	0.00	-525.44	113.1
4010	Workers Compensation Insurance	3,500.00	2,600.00	2,548.08	182.74	0.00	51.92	98.0
4011	Medical Insurance	8,700.00	10,000.00	10,151.06	979.31	0.00	-151.06	101.5
4015	Federal Payroll Tax -FICA	3,800.00	4,200.00	3,773.64	313.95	0.00	426.36	89.8
4018	State Payroll Taxes	775.00	375.00	374.98	13.44	0.00	0.02	100.0
SALARIES AND BENEFITS		62,659.00	69,175.00	66,744.54	5,637.16	0.00	2,430.46	96.5
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	500.00	500.00	400.00	0.00	0.00	100.00	80.0
5012	Printing	500.00	250.00	141.46	0.00	0.00	108.54	56.6
5014	Postage	100.00	100.00	27.06	0.00	0.00	72.94	27.1
5016	Office Supplies	900.00	900.00	769.29	38.88	0.00	130.71	85.5
5018	Janitorial Supplies	4,500.00	4,000.00	3,131.42	968.57	0.00	868.58	78.3
5020	Telephone	1,800.00	1,800.00	1,708.31	141.72	0.00	91.69	94.9
5022	Utilities	67,771.00	66,000.00	47,876.70	1,580.91	0.00	18,123.30	72.5
5025	SECURED PROP TAX	3,500.00	3,349.00	3,348.87	0.00	0.00	0.13	100.0
5030	Vehicle Maintenance	1,000.00	1,000.00	666.24	31.61	0.00	333.76	66.6
5032	Building & Grounds-Maintenance	23,500.00	18,000.00	16,032.49	1,327.54	0.00	1,967.51	89.1
5034	Alarm Systems	750.00	750.00	633.97	280.67	0.00	116.03	84.5
5045	Miscellaneous Expenditures	250.00	250.00	59.00	0.00	0.00	191.00	23.6
5051	Equipment Rental	250.00	250.00	250.00	0.00	0.00	0.00	100.0
5052	Minor Facility Repairs	1,500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		106,821.00	97,649.00	75,044.81	4,369.90	0.00	22,604.19	76.9
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	33,000.00	33,000.00	29,205.00	2,655.00	0.00	3,795.00	88.5
5656	Tree Trimming	1,200.00	950.00	942.57	46.61	0.00	7.43	99.2
5670	Other Professional Services	3,500.00	3,500.00	2,787.65	227.63	0.00	712.35	79.6

REVENUE/EXPENDITURE REPORT

May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 50 RUSH PARK								
CONTRACT SERVICES		37,700.00	37,450.00	32,935.22	2,929.24	0.00	4,514.78	87.9
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	250.00	250.00	122.56	0.00	0.00	127.44	49.0
CAPITAL EXPENDITURES		250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK								
Dept: 60 STREET LIGHTING		207,430.00	204,524.00	174,847.13	12,936.30	0.00	29,676.87	85.5
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	523.85	47.24	0.00	56.15	90.3
OPERATIONS AND MAINTENANCE		580.00	580.00	523.85	47.24	0.00	56.15	90.3
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	110,000.00	105,000.00	89,557.68	8,968.18	0.00	15,442.32	85.3
CONTRACT SERVICES		110,000.00	105,000.00	89,557.68	8,968.18	0.00	15,442.32	85.3
STREET LIGHTING		110,580.00	105,580.00	90,081.53	9,015.42	0.00	15,498.47	85.3
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032	Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	523.85	47.24	0.00	56.15	90.3
OPERATIONS AND MAINTENANCE		580.00	580.00	523.85	47.24	0.00	56.15	90.3
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	55,000.00	54,500.00	45,480.21	4,491.19	0.00	9,019.79	83.4
CONTRACT SERVICES		55,000.00	54,500.00	45,480.21	4,491.19	0.00	9,019.79	83.4
STREET SWEEPING		55,580.00	55,080.00	46,004.06	4,538.43	0.00	9,075.94	83.5
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002	Salaries - Part-time	15,800.00	15,800.00	15,997.08	1,644.60	0.00	-197.08	101.2
4003	Salaries - Overtime	0.00	0.00	12.35	0.00	0.00	-12.35	0.0
4007	Vehicle Allowance	400.00	400.00	402.03	0.00	0.00	-2.03	100.5
4015	Federal Payroll Tax -FICA	1,000.00	1,000.00	1,224.65	125.80	0.00	-224.65	122.5
4018	State Payroll Taxes	200.00	200.00	272.01	38.43	0.00	-72.01	136.0
SALARIES AND BENEFITS		17,400.00	17,400.00	17,908.12	1,808.83	0.00	-508.12	102.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	25.00	25.00	0.19	0.00	0.00	24.81	0.8
5014	Postage	300.00	300.00	12.08	0.00	0.00	287.92	4.0
5016	Office Supplies	200.00	200.00	95.26	7.08	0.00	104.74	47.6
5020	Telephone	1,000.00	1,000.00	1,047.67	94.47	0.00	-47.67	104.8
5030	Vehicle Maintenance	200.00	200.00	50.12	0.00	0.00	149.88	25.1
5051	Equipment Rental	50.00	50.00	30.00	0.00	0.00	20.00	60.0
OPERATIONS AND MAINTENANCE		1,775.00	1,775.00	1,235.32	101.55	0.00	539.68	69.6
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	67,000.00	64,000.00	59,932.78	2,951.66	0.00	4,067.22	93.6
5660	TREE REMOVAL	700.00	700.00	884.50	0.00	0.00	-184.50	126.4

REVENUE/EXPENDITURE REPORT

May 2015 @ 91.67%

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4:00 pm

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 80 PARKWAY TREES								
Acct Class: 56 CONTRACT SERVICES								
5664	Tree Watering Program	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5670	Other Professional Services	5,500.00	5,500.00	5,534.26	482.17	0.00	-34.26	100.6
CONTRACT SERVICES		73,600.00	70,600.00	66,351.54	3,433.83	0.00	4,248.46	94.0
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	12,000.00	19,000.00	11,386.30	1,256.80	0.00	7,613.70	59.9
CAPITAL EXPENDITURES		12,000.00	19,000.00	11,386.30	1,256.80	0.00	7,613.70	59.9
PARKWAY TREES		104,775.00	108,775.00	96,881.28	6,601.01	0.00	11,893.72	89.1
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	639.00	639.00	600.07	51.65	0.00	38.93	93.9
4003	Salaries - Overtime	60.00	60.00	37.96	4.38	0.00	22.04	63.3
4010	Workers Compensation Insurance	180.00	180.00	119.36	8.57	0.00	60.64	66.3
4015	Federal Payroll Tax -FICA	70.00	70.00	48.56	4.27	0.00	21.44	69.4
4018	State Payroll Taxes	15.00	15.00	9.55	0.00	0.00	5.45	63.7
SALARIES AND BENEFITS		964.00	964.00	815.50	68.87	0.00	148.50	84.6
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	500.00	500.00	523.78	47.21	0.00	-23.78	104.8
5022	Utilities	8,500.00	8,500.00	5,681.79	461.16	0.00	2,818.21	66.8
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	603.50	0.00	0.00	396.50	60.4
5045	Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	200.00	200.00	0.00	0.00	0.00	200.00	0.0
OPERATIONS AND MAINTENANCE		10,500.00	10,500.00	6,809.07	508.37	0.00	3,690.93	64.8
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	3,245.00	295.00	0.00	355.00	90.1
5656	Tree Trimming	500.00	500.00	314.12	15.52	0.00	185.88	62.8
5670	Other Professional Services	50.00	50.00	51.48	4.77	0.00	-1.48	103.0
CONTRACT SERVICES		4,150.00	4,150.00	3,610.60	315.29	0.00	539.40	87.0
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CAPITAL EXPENDITURES		100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS		15,714.00	15,714.00	11,235.17	892.53	0.00	4,478.83	71.5
Expenditures		1,250,457.00	1,308,762.00	1,183,201.09	93,922.32	0.00	125,560.91	90.4
Net Effect for GENERAL FUND		4,357.00	5,067.00	49,936.59	-59,822.00	0.00	-44,869.59	985.5
Change in Fund Balance:				14,936.59				

REVENUE/EXPENDITURE REPORT
May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH								
Revenues								
Dept: 00								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	380,000.00	380,000.00	378,784.00	4,181.10	0.00	1,216.00	99.7
3101	Property assessments-prior yr	3,400.00	3,400.00	2,522.24	67.17	0.00	877.76	74.2
ASSESSMENTS		383,400.00	383,400.00	381,306.24	4,248.27	0.00	2,093.76	99.5
Dept: 00								
Revenues		383,400.00	383,400.00	381,306.24	4,248.27	0.00	2,093.76	99.5
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	2,875.00	3,048.00	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES		22,875.00	23,048.00	23,047.50	0.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
5801	Interest	121,210.00	121,210.00	121,210.00	0.00	0.00	0.00	100.0
DEBT SERVICE		351,210.00	351,210.00	351,210.00	0.00	0.00	0.00	100.0
RUSH PARK								
Dept: 95 CONTINGENCY/RESERVES								
Acct Class: 59 RESERVES/CONTINGENCIES								
5730	Reserves - general	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
RESERVES/CONTINGENCIES		0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
CONTINGENCY/RESERVES		0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
Expenditures		374,085.00	374,258.00	384,755.80	0.00	0.00	-10,497.80	102.8
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		9,315.00	9,142.00	-3,449.56	4,248.27	0.00	12,591.56	-37.7
Change in Fund Balance:				-3,449.56				

REVENUE/EXPENDITURE REPORT
May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	105,202.00	105,202.00	105,202.00	0.00	0.00	0.00	100.0
PROPERTY TAXES								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	87,700.00	87,700.00	85,213.59	924.00	0.00	2,486.41	97.2
3101	Property assessments-prior yr	780.00	780.00	486.78	14.90	0.00	293.22	62.4
ASSESSMENTS								
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
USE OF MONEY AND PROPERTY								
Dept: 00								
		194,682.00	194,682.00	190,902.37	938.90	0.00	3,779.63	98.1
Revenues								
		194,682.00	194,682.00	190,902.37	938.90	0.00	3,779.63	98.1
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 56 CONTRACT SERVICES								
5619	Bond Trustee	2,530.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES								
Acct Class: 58 DEBT SERVICE								
5800	Principal	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
5801	Interest	14,935.00	14,935.00	14,935.00	0.00	0.00	0.00	100.0
DEBT SERVICE								
		79,935.00	79,935.00	79,935.00	0.00	0.00	0.00	100.0
ROSSMOOR WALL								
		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Expenditures								
		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL								
Change in Fund Balance:		112,217.00	112,107.00	108,327.37	938.90	0.00	3,779.63	96.6
				3,125.37				

REVENUE/EXPENDITURE REPORT
May 2015 @ 91.67%

Rossmoor Community

For the Period: 7/1/2014 to 5/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
PROPERTY TAXES		97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
Acct Class: 35 OTHER REVENUE								
3600	TRANSFER IN/OUT OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
OTHER REVENUE		100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 00								
Revenues		197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
CAPITAL EXPENDITURES		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
MONTECITO CENTER		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
CAPITAL EXPENDITURES		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
RUSH PARK		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
Dept: 65 ROSSMOOR WALL								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	20,000.00	19,300.00	22,703.71	0.00	0.00	-3,403.71	117.6
CAPITAL EXPENDITURES		20,000.00	19,300.00	22,703.71	0.00	0.00	-3,403.71	117.6
ROSSMOOR WALL		20,000.00	19,300.00	22,703.71	0.00	0.00	-3,403.71	117.6
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
OPERATIONS AND MAINTENANCE		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
CAPITAL PROJECTS		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
Expenditures		94,000.00	160,755.00	69,079.01	0.00	0.00	91,675.99	43.0
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		103,685.00	36,930.00	-69,079.01	0.00	0.00	106,009.01	-187.1
Change in Fund Balance:				-69,079.01				
Grand Total Net Effect:		229,574.00	163,246.00	85,735.39	-54,634.83	0.00	77,510.61	

ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - FINANCIAL REPORT
MAY 2015
REVENUES

#1 Secured Property Taxesx 10-00-3000	Increased revenues due property values
#2 Street Light Assessments 10-00-3105	Increased revenues due property values

* *Noted in previous month(s). However, explanation is still warranted and valid.*

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - REVENUE EXPENDITURE REPORT
MAY 2015
EXPENDITURES**

#1 Medical Insurance 10-10-40111, 10-20-4011, 10-30-4011, employee signed up. 10-50-4011	Insurance paid through FY close (June 2015). Slight increase due additional part-time
#2 Federal Payroll Tax * 10-10-4015	Additional Payroll/Bonus
#3 Miscellaneous Expenses * 10-10-5045	Office Training scheduled
#4 Legal Counsel 10-10-5610	Additional Legal Counsel needed due to ordinances, Latent powers, etc.
#5 Federal Payroll Tax * 10-80-4015	Additional services/salary needed for tree consultant

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-1

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PUBLIC HEARING-FISCAL YEAR 2015-2016 PROPOSED FINAL BUDGET

RECOMMENDATION:

Open hearing, receive presentation from General Manager, take public testimony, close hearing, deliberate and approve Fiscal Year 2015-2016 Proposed Final Budget.

BACKGROUND:

A Fiscal Year 2015-2016 Preliminary Budget was presented to the Board at your May and June meetings. 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 a copy of the Notice of Public Hearing is attached.

The budget document before you was prepared before final year 2014-2015 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. These could be considered at the Mid-Year Budget Adjustment in February of next year. Also, a proposed increase in the Fund 10 budget for an increase of \$4,655 for tree trimming services, as recommended by the Budget Committee, is included in Agenda Item G-1.

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. Memorandum from the General Manager dated July 14, 2015, FY 2015- 2016 Re: Proposed Final Budget Message.
2. Fiscal Year 2015-2016 Proposed Final Budget.
3. Notice of Public Hearing.
4. Policy No. 3020 Budget Preparation, Adoption and Revision.

MEMORANDUM

TO: BOARD OF DIRECTORS

**FROM: JAMES D. RUTH
GENERAL MANAGER**

DATE: July 14, 2015

**SUBJECT: FY 2015-2016 PROPOSED FINAL BUDGET
MESSAGE**

The Fiscal Year 2015-2016 Proposed Final Budget continues in its current format which bifurcates the Preliminary and the Final Budget processes, as dictated by SB 135 and Board policy. The budget format instituted eight years ago spreads administrative costs and overhead to appropriate operating departments, thus depicting a more accurate statement of cost for providing specific services. Although the method of allocating those costs is not based on a formal cost allocation model, a fee analysis conducted by a professional consultant 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 previous years, the Preliminary Budget was presented to the Public Works/CIP and Budget Committees in late April and early May, respectively. The budget was then presented to the Board at their meeting in May without year-end figures. These entries will be reconciled when the FY 2015-2016 Report on Audit is completed by the District's Auditor in the Fall of 2015. 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 keeping with the state of the current economy, the District has continued to receive greater than anticipated revenues. Once again, future revenue forecasts suggest stable to slightly higher revenue flow. However, this year's estimated expenses continue to reflect either modest or no enhancements to services, while still projecting a modest carryover of fund balance for next fiscal year. The unknowns at this time are much more optimistic than in previous years.

First, this year's State Budget process has seen an increasing surplus rather than the deficits as of past years. The Governor's May Revised budget numbers and the State Controller's cash flow analysis indicate that most anticipated revenues have been significantly higher than projections. The Governor's support and passage of a ballot measure has now established a rainy day fund, hopefully not exhausting what may be one-time windfalls by approving a budget that restores some previous reductions and maintains a modest reserve. The funding for the Bullet Train project will continue to be a thorny issue during the coming year. The Governor was able to get approval for the project, but its full budget impact for the future remains uncertain.

Second, the County has developed its budget and has balanced it, knowing the full impact of labor contract negotiations. Previous budget adjustments based on one-time revenues, employee layoffs and retirement plan reductions helped to stem the budget shortfall but much more remains to be done. A huge unfunded pension liability requires that continuing attention be paid to additional pension reform.

Third, the District remains relatively unaffected by the fiscal issues of the State and County and has developed a balanced budget with no reductions in services. The District's capital improvement plan continues the upgrading of parks and buildings. Fees and charges for the rental of District facilities are in place with no increases contemplated for the coming year. Should CPI levels begin to increase significantly, adjustments could be considered during the Mid-year Budget Adjustment in February or during budget preparation for the next fiscal year.

Those factors cited above are provided solely for the purpose of informing the Board about potential budget impacts during the 2015-2016 Fiscal Year. As always, our focus will be directed 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, and in sufficient time to adjust spending patterns accordingly.

Another important element of a sound budgeting process is a well developed mission statement with corresponding goals and objectives. This fiscal year the Board made major revisions to its mission statement and a comprehensive set of goals which mirror the District's primary areas of responsibility. These serve as guiding principles for managing the resources of the District.

These areas include 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 revised Mission Statement and its Goals and Objectives, thus providing the Board with a status of performance. A review of these documents should be considered by the Board during the coming year, particularly if changes in governance should occur.

An application to LAFCO, sometime next fiscal, year for additional services would require a restructuring of the budget, if approval is obtained from LAFCO. This should not be considered a major budget issue, since LAFCO would require that sufficient revenues for these services be consistent with their cost.

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) budget. Again next year, \$20,000 from Fund 20, based on the administrative repayment provision in the bond covenants is being transferred for funding of the District's capital project program. This transfer is vital for completion of next year's Project List.

The Final Budget once again designates those capital expenditures over \$5,000 with a five-year self life within Fund 40, as the District's CIP budget. A two-year program is included in the budget which forecasts future projects and possible revenue sources. Therefore, future budgets will need to 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. The proposed project schedule was reviewed and approved for submission to the Board by the Public Works/CIP Committee.

In summary, the District's finances are in good order and there is the capacity for modest growth while maintaining a prudent reserve. The District has been able to manage its expenses and pay all regular bills. Unanticipated expenses were carefully balanced with regular ongoing expenses. This is only mentioned to provide context to the proposed budget and to report that based on current finances, cash flow availability remains normal. Thus, the use of reserves is not contemplated at this time.

As a final note, this year's budget contains both beginning and ending fund balances for each fund. Also, in accordance with the Auditor's Report, a GASB 45 requirement for a dedicated reserve amount (which is characterized as a "rainy day" fund) has been determined. The amount recommended by the Budget Committee for this reserve is \$250,000. This amount is invested in a liquid account, should it be needed for use during a financial crisis.

In closing, 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.

FY 2015-2016 PROPOSED FINAL BUDGET**TOTAL FUND SUMMARY**

	Fund 10	Fund 20	Fund 30	Fund 40
Fund Balance End FY 2014-2015	666,521	0	105,202	87,738
Fund Balance, Beginning FY 2015-2016	666,521	0	105,202	87,738
General Fund Revenues				
Transfer In from other funds				
Property Taxes	788,142	383,400	88,480	
Street Light Assessments	271,000			
Interest on Investments	2,500			
From Other Govt. Agencies	60,800			
Permit and Rental Fees	155,000			
Miscellaneous Revenues	23,500			
Total General Fund Revenues	1,300,942	383,400	88,480	0
Total General Fund Expenditures	1,295,060	374,533	83,660	75,266
Revenues Less Expenditures	5,882	8,867	4,820	(75,266)
(1) Transfer Out - (To Fund 50 as directed by auditor)		(8,867)		
Fund Balance, End FY	672,403	0	110,022	12,472

**2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND SUMMARY - FUND 10**

	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Fund Balance End FY 2013-2014	691,498	827,014	793,075	793,075	793,075	666,521
Transfer from Reserve to Fund 40	0	0	(100,000)	(100,000)	(100,000)	0
Transfer from Reserve to Fund 10	0	0	0	(35,000)	(35,000)	0
Fund Balance FY 2014-2015	691,498	827,014	693,075	658,075	658,075	666,521
General Fund Revenues						
Property Taxes	703,412	725,059		767,129	774,119	788,142
Street Light Assessments	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments	10,660	2,413	2,000	2,500	2,500	2,500
From Other Govt. Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,240,774	501,200	1,313,829	1,319,979	1,300,942
General Fund Expenditures						
Administrative Services	340,225	407,548	391,200	426,141	436,641	407,472
Recreation	112,407	116,466	122,553	123,003	121,974	127,623
Rossmoor Park	173,952	191,839	170,513	194,335	193,085	188,703
Montecito Center	71,074	72,152	70,012	74,010	75,260	77,694
Rush Park	197,768	208,631	207,430	204,524	206,024	205,098
Street Lighting	115,338	96,530	110,580	105,580	105,580	105,580
Rossmoor Signature Wall	2,509	2,000	2,100	2,100	2,100	2,100
Street Sweeping	54,239	54,729	55,580	55,080	55,080	55,580
Parkway Trees	116,699	107,299	104,775	108,775	100,075	110,181
Mini-Parks and Medians	16,372	17,519	15,714	15,714	15,714	15,029
Total General Fund Expenditures	1,200,583	1,274,713	1,250,457	1,309,262	1,311,533	1,295,060
Revenues Less Expenditures	135,781	(33,939)	(749,257)	4,567	8,446	5,882
Fund Balance, End of Year	827,279	793,075	-56,182	662,642	666,521	672,403

**2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10**

ACCOUNT NO.	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
General Fund Revenues						
Property Taxes						
10-00-3000 Current Secured	645,694	677,831	689,313	698,000	705,000	719,100
10-00-3001 Current Unsecured	24,306	21,146	26,010	26,010	23,000	23,000
10-00-3002 Prior Secured	12,170	9,217	10,200	10,200	9,200	9,200
10-00-3003 Prior Unsecured	344	4,577	449	4,577	4,577	4,500
10-00-3004 Delinquent Property Taxes	772	357	510	510	510	510
10-00-3010 Current Supplemental Assmnt.	9,021		15,300	16,000	20,000	20,000
10-00-3020 Public Utility	11,105	11,931	11,832	11,832	11,832	11,832
Total Property Taxes	703,412	725,059	753,614	767,129	774,119	788,142
Street Light Assessments						
10-00-3105 Assessments	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments						
10-00-3200 Interest	10,660	2,413	2,000	2,500	2,500	2,500
From Other Governmental Agencies						
10-00-3301 State-Homeowners Prop. Tax Relief	5,560	5,429	5,800	5,800	5,800	5,800
10-00-3302 State Mandated Cost Reimb.	0	0	0	0	0	0
10-00-3305 County-Street Sweep Reimburse.	52,000	52,000	52,000	55,000	55,000	55,000
Total From Other Governmental Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees						
10-00-3404 Tennis Reservations	12,026	13,235	14,040	14,040	14,040	14,500
10-00-3405 Wall Rental	500	540	520	520	520	600
10-00-3406 Volleyball & Ball Field Reservations	22,821	27,529	28,600	28,600	24,600	26,000
10-00-3410 Rossmoor Building Rental	3,752	4,430	4,680	4,680	4,680	4,680
10-00-3412 Montecito Building Rental	23,364	23,937	25,220	25,220	25,220	25,220
10-00-3414 Rush Building Rental	66,298	79,992	86,840	86,840	84,000	84,000
10-00-3415 Tot Lot Tile	4,001	0	0	0	0	0
Total Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues						
10-00-3500 Miscellaneous	3,412	2,364	3,500	3,500	3,500	3,500
10-00-3501 Funding/Miscellaneous Studies	41,009	6,000	0	0	0	0
10-00-3502 Admin Fees	140,000	20,000	20,000	20,000	20,000	20,000
10-00-3600 Transfer In	0	17,500	0	35,000	35,000	0
Total Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,240,774	1,254,814	1,313,829	1,319,979	1,300,942

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 10 Administrative Services

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 10 Administrative Services							
Salaries and Benefits							
10-10-4000	Board of Directors' Compensation	7,420	11,650	14,000	11,000	9,000	9,000
10-10-4001	Full Time	109,057	148,305	156,000	172,000	180,000	186,300
10-10-4003	Overtime	1,561	3,571	3,300	3,600	3,600	3,672
10-10-4007	Vehicle Allowance	570	396	500	500	500	500
10-10-4010	Workers' Comp. Insurance	4,244		3,600	2,600	2,600	2,600
10-10-4011	Medical Insurance	30,181	30,572	27,500	31,000	32,000	32,000
10-10-4015	Federal Payroll Taxes	8,286	9,589	8,800	12,750	12,750	12,000
10-10-4018	State Payroll Taxes	1,577	399	1,100	500	500	500
Total Salaries and Benefits		162,896	204,483	214,800	233,950	240,950	246,572
Operations and Maintenance							
10-10-5002	Insurance - Liability	13,509	12,389	12,500	13,187	13,187	13,200
10-10-5004	Membership & Dues	6,618	6,506	6,400	6,400	6,400	6,400
10-10-5006	Travel & Meetings	1,957	402	1,500	1,500	1,500	1,500
10-10-5007	Board Meetings Televised Exp	0	17,566	17,200	17,200	17,200	18,000
10-10-5010	Publications & Legal Notices	18,857	6,589	7,200	7,200	7,200	7,200
10-10-5012	Printing	832	748	400	700	700	700
10-10-5014	Postage	3,776	1,346	2,000	2,000	2,000	2,000
10-10-5016	Office & Meeting Supplies	7,317	9,892	7,200	7,200	7,200	7,200
10-10-5020	Telephone	2,439	1,177	1,000	1,500	1,500	1,500
10-10-5045	Miscellaneous Expenditures	7,658	14,585	5,500	5,500	5,500	5,500
10-10-5046	Bank Service Charges	1,050	796	1,000	1,000	1,000	1,000
10-10-5050	Elections	0	0	12,000	5,604	5,604	0
Total Operations and Maintenance		64,013	71,996	73,900	68,991	68,991	64,200
Contract Services							
10-10-5610	Legal Services	23,126	52,228	38,000	54,500	59,000	35,000
10-10-5615	Financial Services	8,300	8,500	8,500	8,700	8,700	8,700
10-10-5620	Miscellaneous Studies	20,633	1,591	0	0	0	0
10-10-5670	Other Professional Services	55,658	66,022	50,000	50,000	50,000	50,000
Total Contract Services		107,717	128,340	96,500	113,200	117,700	93,700
Capital Expenditures							
10-10-6010	Equipment	5,599	2,729	6,000	10,000	9,000	3,000
Total Administrative Services		340,225	407,548	391,200	426,141	436,641	407,472

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 20 Recreation

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 20 Recreation							
Salaries and Benefits							
10-20-4001	Full Time	44,513	51,620	51,229	51,229	50,000	51,000
10-20-4002	Part Time	20,214	20,267	22,104	22,104	23,104	23,566
10-20-4003	Overtime	1,634	3,666	3,640	3,640	3,640	3,713
10-20-4005	Event Attendant	170	16	200	400	400	400
10-20-4007	Vehicle Allowance	597		500	350	350	350
10-20-4010	Workers' Comp. Insurance	1,716	809	1,080	1,080	1,080	1,080
10-20-4011	Medical Insurance	7,674	7,773	7,000	8,000	8,000	8,000
10-20-4015	Federal Payroll Tax	5,102	5,632	5,500	5,500	5,700	5,814
10-20-4018	State Payroll Taxes	1,185	491	1,100	600	600	600
Total Salaries and Benefits		82,805	90,273	92,353	92,903	92,874	94,523
Operations and Maintenance							
10-20-5006	Travel & Meetings	538	130	250	400	400	400
10-20-5010	Publications & Legal Notices	171	150	200	200	200	200
10-20-5012	Printing	453	29	100	100	100	100
10-20-5014	Postage	279	66	150	150	150	150
10-20-5016	Office & Meeting Supplies	1,103	1,574	1,000	1,000	1,000	1,000
10-20-5017	Community Events	12,431	12,288	14,000	14,000	14,000	18,000
10-20-5019	Fireworks	6,200	6,200	6,200	6,200	6,200	6,200
10-20-5020	Telephone	1,756	1,860	1,800	1,800	1,800	1,800
10-20-5045	Miscellaneous Expenditures	405	165	500	500	500	500
10-20-5051	Equipment Rental	0	0	500	250	250	250
Total Operations and Maintenance		23,336	22,461	24,700	24,600	24,600	28,600
Contract Services							
10-20-5670	Other Professional Services	3,848	3,705	3,500	3,500	3,500	3,500
Total Contract Services		3,848	3,705	3,500	3,500	3,500	3,500
Capital Expenditures							
10-20-6010	Equipment	2,418	27	2,000	2,000	1,000	1,000
Total Capital Expenditures		2,418	27	2,000	2,000	1,000	1,000
Total Recreation		112,407	116,466	122,553	123,003	121,974	127,623

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 30 Rossmoor Park

<u>ACCOUNT NO.</u>		<u>2012-13</u> <u>ACTUAL</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>FINAL</u> <u>BUDGET</u>	<u>2014-2015</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2014-20145</u> <u>ESTIMATE</u> <u>TO CLOSE</u>	<u>2015-2016</u> <u>PROPOSED</u> <u>FINAL BUDGET</u>
Department 30 Rossmoor Park							
<u>Salaries and Benefits</u>							
10-30-4001	Full Time	31,828	35,350	31,252	38,000	38,000	38,760
10-30-4002	Part Time	9,961	10,425	6,851	10,600	10,600	10,812
10-30-4003	Overtime	1,207	1,938	1,900	2,200	2,200	2,244
10-30-4005	Event Attendant	375	164	250	250	0	0
10-30-4010	Workers' Comp. Insurance	4,244		3,800	2,800	2,800	2,800
10-30-4011	Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-30-4015	Federal Payroll Taxes	3,324	3,395	3,600	4,000	4,000	4,080
10-30-4018	State Payroll Taxes	726	178	660	260	260	260
Total Salaries and Benefits		61,146	61,052	57,013	68,110	67,860	68,956
<u>Operations and Maintenance</u>							
10-30-5010	Publications & Legal Notices	342	150	300	300	300	300
10-30-5012	Printing	74	14	50	50	50	50
10-30-5014	Postage	94	22	50	50	50	50
10-30-5016	Office & Meeting Supplies	611	1,180	900	900	900	900
10-30-5018	Janitorial Supplies	3,214	4,688	4,500	4,500	4,000	4,000
10-30-5020	Telephone	1,547	1,872	1,600	1,600	1,600	1,600
10-30-5022	Utilities	52,761	65,795	48,000	55,000	10,500	10,500
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	44,500	39,000
10-30-5025	Sewer Tax	1,010	853	900	875	875	897
10-30-5030	Vehicle Maintenance	1,481	860	1,000	1,000	1,000	1,000
10-30-5032	Buildings & Grounds-Maintenance.	14,600	17,722	16,000	22,000	22,000	22,000
10-30-5034	Alarm Systems/Security	562	742	750	750	750	750
10-30-5045	Miscellaneous/Expenditures	0	135	500	500	500	500
10-30-5051	Equipment Rental	0	0	500	500	250	250
10-30-5052	Minor Facility Repairs/Tools	0	0	500	500	250	250
Total Operations and Maintenance		76,297	94,035	75,550	88,525	87,525	82,047
<u>Contact Services</u>							
10-30-5655	Landscape Maintenance	31,860	31,860	33,000	33,000	33,000	33,000
10-30-5656	Park Tree Trimming	1,061	1,053	1,200	950	950	950
10-30-5670	Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services		36,343	36,716	37,700	37,450	37,450	37,450
<u>Capital Expenditures</u>							
10-30-6010	Equipment	166	35	250	250	250	250
Total Capital Expenditures		166	35	250	250	250	250
Total Rossmoor Park		173,952	191,839	170,513	194,335	193,085	188,703

**2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10**

Department 40 Montecito Center

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 40 Montecito Center						
Salaries and Benefits						
10-40-4001 Full Time	26,823	30,174	26,137	31,000	32,000	32,640
10-40-4002 Part Time	2,916	3,798	3,425	4,000	4,700	4,794
10-40-4003 Overtime	829	1,162	1,000	1,200	1,200	1,224
10-40-4005 Event Attendant	1,432	0	0	0	0	0
10-40-4010 Workers' Comp. Insurance	3,413		3,000	2,250	2,250	2,250
10-40-4011 Medical Insurance	7,674	7,771	7,100	8,100	8,100	8,100
10-40-4015 Federal Payroll Taxes	2,398	2,597	2,500	2,750	2,800	2,856
10-40-4018 State Payroll Taxes	452	115	600	125	125	125
Total Salaries and Benefits	45,937	45,617	43,762	49,425	51,175	51,989
Operations and Maintenance						
10-40-5010 Publications & Legal Notices	471	100	200	200	200	200
10-40-5012 Printing	74	14	50	50	50	50
10-40-5014 Postage	94	22	50	50	50	50
10-40-5016 Office & Meeting Supplies	711	2,062	900	900	900	900
10-40-5018 Janitorial Supplies	3,214	3,606	3,000	3,000	3,000	3,000
10-40-5020 Telephone	1,744	1,872	1,650	1,650	1,650	1,650
10-40-5022 Utilities	4,064	3,903	4,000	4,000	4,000	4,000
10-30-5023 Water (Prev inc. in Utilities 5022)	0	0	0	0	1,950	1,600
10-40-5025 Sewer Tax	684	716	750	735	735	755
10-40-5030 Vehicle Maintenance	1,133	840	1,000	1,000	1,000	1,000
10-40-5032 Buildings & Grounds-Maintenance.	4,086	4,188	3,000	4,000	2,050	4,000
10-40-5034 Alarm Systems/Security	479	379	500	400	400	400
10-40-5045 Miscellaneous/Expenditures	0	135	50	50	50	50
10-40-5051 Equipment Rental	0	0	250	250	250	250
10-40-5052 Minor Facility Repairs/Tools	0	0	3,000	500	500	500
Total Operations and Maintenance	16,752	17,839	18,400	16,785	16,785	18,405
10-40-5655 Landscape Maintenance	3,540	3,540	3,300	3,300	3,300	3,300
10-40-5656 Tree Trimming	1,086	1,053	1,000	950	950	950
10-40-5670 Other Professional Services	3,758	3,804	3,500	3,500	3,000	3,000
Total Contract Services	8,384	8,396	7,800	7,750	7,250	7,250
Capital Expenditures						
10-40-6010 Equipment	0	300	50	50	50	50
Total Capital Expenditures	0	300	50	50	50	50
Total Montecito Center	71,074	72,152	70,012	74,010	75,260	77,694

**2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10**

Department 50 Rush Park

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 50 Rush Park						
Salaries and Benefits						
10-50-4001 Full Time	31,828	35,350	34,034	37,000	38,000	38,760
10-50-4002 Part Time	8,940	8,915	8,200	9,000	9,500	9,690
10-50-4003 Overtime	1,211	1,853	1,650	2,000	2,000	2,040
10-50-4005 Event Attendant	2,092	3,953	2,000	4,000	4,000	4,000
10-50-4010 Workers' Comp. Insurance	4,244		3,500	2,600	2,600	2,600
10-50-4011 Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-50-4015 Federal Payroll Taxes	3,454	3,644	3,800	4,200	4,200	4,284
10-50-4018 State Payroll Taxes	794	281	775	375	375	375
Total Salaries and Benefits	62,042	63,599	62,659	69,175	70,675	71,749
Operations and Maintenance						
10-50-5010 Publications & Legal Notices	428	412	500	500	500	500
10-50-5012 Printing	174	14	500	250	250	250
10-50-5014 Postage	94	22	100	100	100	100
10-50-5016 Office & Meeting Supplies	741	1,180	900	900	900	900
10-50-5018 Janitorial Supplies	3,224	4,299	4,500	4,000	4,000	4,000
10-50-5020 Telephone	1,700	1,872	1,800	1,800	1,800	1,800
10-50-5022 Utilities	61,176	70,782	67,771	66,000	37,400	29,000
10-30-5023 Water (Prev inc. in Utilities 5022)	0	0	0	0	28,600	31,000
10-50-5025 Sewer Tax	3,116	3,421	3,500	3,349	3,349	3,349
10-50-5030 Vehicle Maintenance	1,524	860	1,000	1,000	1,000	1,000
10-50-5032 Buildings & Grounds-Maintenance	25,497	24,414	23,500	18,000	18,000	22,000
10-50-5034 Alarm Systems/Security	488	649	750	750	750	750
10-50-5045 Miscellaneous/Expenditures	0	355	250	250	250	250
10-50-5051 Equipment Rental	139	0	250	250	250	250
10-50-5052 Minor Facility Repairs/Tools	0	0	1,500	500	500	500
Total Operations and Maintenance	98,301	108,281	106,821	97,649	97,649	95,649
10-50-5655 Landscape Maintenance	32,776	31,860	33,000	33,000	33,000	33,000
10-50-5656 Tree Trimming	1,061	1,053	1,200	950	950	950
10-50-5670 Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services	37,259	36,716	37,700	37,450	37,450	37,450
Capital Expenditures						
10-50-6010 Equipment	166	35	250	250	250	250
Total Capital Expenditures	166	35	250	250	250	250
Total Rush Park	197,768	208,631	207,430	204,524	206,024	205,098

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 60 Street Lighting, 65 Signature Wall, and 70 Street Sweeping

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 60 Street Lighting						
Operations and Maintenance						
10-60-5020 Telephone	567	638	580	580	580	580
Contract Services						
10-60-5650 Lighting & Maintenance	114,771	95,892	110,000	105,000	105,000	105,000
Total Street Lighting	115,338	96,530	110,580	105,580	105,580	105,580
Department 65 Rossmoor Signature Wall						
Operations and Maintenance						
10-65-5002 Insurance - Liability	2,500	2,000	2,000	2,000	2,000	2,000
10-65-5032 Buildings & Grounds-Maintenance	9	0	100	100	100	100
Total Rossmoor Signature Wall	2,509	2,000	2,100	2,100	2,100	2,100
Department 70 Street Sweeping						
Operations and Maintenance						
10-70-5020 Telephone	567	638	580	580	580	580
Total Operations and Maintenance	567	638	580	580	580	580
Contract Services						
10-70-5642 Street Sweeping	53,671	54,091	55,000	54,500	54,500	55,000
Total Street Sweeping	54,239	54,729	55,580	55,080	55,080	55,580

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 80 Parkway Trees

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 80 Parkway Trees						
Salaries and Benefits						
10-80-4002 Salaries Part Time	13,515	15,777	15,800	15,800	17,600	19,000
10-80-4007 Vehicle Allowance	124	335	400	400	400	400
10-80-4015 Federal Payroll Tax -FICA	1,041	1,207	1,000	1,000	1,200	1,250
10-80-4018 State Payroll Taxes	296		200	200	200	200
Total Salaries and Benefits	14,976	17,319	17,400	17,400	19,400	20,850
Operations and Maintenance						
10-80-5012 Printing	6	1	25	25	25	25
10-80-5014 Postage	215	9	300	300	300	300
10-80-5016 Office & Meeting Supplies	164	241	200	200	200	200
10-80-5020 Telephone	1,436	974	1,000	1,000	1,000	1,000
10-80-5030 Vehicle Maintenance	199	230	200	200	200	200
10-80-5051 Equipment Rental	-	-	50	50	50	50
Total Operations and Maintenance	2,020	1,455	1,775	1,775	1,775	1,775
Contract Services						
10-80-5656 Tree Trimming	70,123	68,330	67,000	64,000	61,000	69,608
10-80-5660 Tree Removals	3,327	1,582	700	700	400	448
10-80-5656 Tree Watering Program	1,271	348	400	400	0	0
10-80-5670 Other Professional Services	7,896	6,432	5,500	5,500	5,500	5,500
Total Contract Services	82,617	76,691	73,600	70,600	66,900	75,556
Capital Expenditures						
10-80-6015 Trees	17,087	11,833	12,000	19,000	12,000	12,000
Total Parkway Trees	116,699	107,299	104,775	108,775	100,075	110,181

2015 - 2016 PROPOSED FINAL BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 90 Mini-Parks & Medians

ACCOUNT NO.		2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Department 90 Mini-Parks & Medians							
Salaries and Benefits							
10-90-4001	Full Time	711	680	639	639	639	652
10-90-4003	Overtime	32	40	60	60	60	61
10-90-4010	Workers' Comp. Insurance	199	81	180	180	180	180
10-90-4015	Federal Payroll Taxes	58	55	70	70	70	71
10-90-4018	State Payroll Taxes	11		15	15	15	15
Total Salaries and Benefits		1,011	856	964	964	964	979
Operations and Maintenance							
10-90-5020	Telephone	572	633	500	500	500	500
10-90-5022	Utilities	9,718	10,720	8,500	8,500	800	800
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	7,700	7,000
10-90-5030	Vehicle Maintenance	0	0	100	100	100	100
10-90-5032	Building & Grounds Maintenance.	1,102	1,360	1,000	1,000	1,000	1,000
10-90-5045	Miscellaneous/Expenditures	0	0	100	100	100	100
10-90-5051	Equipment Rental	0	0	100	100	100	100
10-90-5052	Minor Facility Repairs/Tools	0	0	200	200	200	200
Total Operations and Maintenance		11,393	12,713	10,500	10,500	10,500	9,800
Contract Services							
10-90-5655	Landscape Maintenance	3,540	3,540	3,600	3,600	3,600	3,600
10-90-5656	Tree Trimming	362	351	500	500	500	500
10-90-5670	Other Professional Services	67	59	50	50	50	50
Total Contract Services		3,969	3,950	4,150	4,150	4,150	4,150
Capital Expenditures							
10-90-6010	Equipment	0	0	100	100	100	100
Total Capital Expenditures		0	0	100	100	100	100
Total Mini-Parks & Medians		16,372	17,519	15,714	15,714	15,714	15,029
TOTAL GENERAL FUND EXPENDITURES		1,200,583	1,274,713	1,250,457	1,309,262	1,311,533	1,295,060

2015 - 2016 PROPOSED FINAL BUDGET
RUSH PARK ASSESSMENT DISTRICT - FUND 20
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Assigned Fund Balance, Beginning		0	0	0	0	0
Rush Park AD Revenues						
Assessments						
20-00-3100	Current Year Secured	378,856	380,000	380,000	380,000	380,000
20-00-3101	Prior Year Secured	3,747	3,400	3,400	3,400	3,400
20-00-3500	Transfer in other funds					
20-00-3500	Other Misc. Rev.		-	-	-	-
Total Rush Park AD Revenues		382,603	383,400	383,400	383,400	383,400
Rush Park AD Expenditures						
20-50-5619	Bond Trustee	2,875	2,875	3,048	3,048	3,048
20-50-5617	Admin Fee	20,000	20,000	20,000	20,000	20,000
Total Contract Services		22,875	22,875	23,048	23,048	23,048
Annual Debt Service						
20-50-5800	Principal	220,000	230,000	230,000	230,000	245,000
20-50-5801	Interest	131,089	121,210	121,210	121,210	106,485
Total Annual Debt Service		351,089	351,210	351,210	351,210	351,485
Total Rush Park AD Expenditures		373,964	374,085	374,258	374,258	374,533
Revenues Less Expenditures		8,639	9,315	9,142	9,142	8,867
Transfers Out		-	-	-	-	-
(1) Transfer Out - (To Fund 50 as directed by auditor)		8,639	9,315	9,142	9,142	8,867
Fund Balance, End of Year		-	-			

2015 - 2016 PROPOSED FINAL BUDGET
ROSSMOOR WALL SPECIAL TAX - FUND 30
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
Restricted Fund Balance, Beginning		175,257	105,202	105,202	105,202	105,202
Rossmoor Wall Revenues						
30-00-3100	Current Year Secured	85,131	87,700	87,700	87,700	87,700
30-00-3101	Prior Year Secured	1,049	780	780	780	780
30-00-3200	Interest	0	1,000	1,000	0	0
30-00-3500	Other Misc. Rev.					
Total Rossmoor Wall Revenues		86,180	89,480	89,480	88,480	88,480
Rossmoor Wall Expenditures						
30-65-5619	Bond Trustee	2,530	2,530	2,640	2,640	2,640
Annual Debt Service						
30-65-5800	Principal	65,000	65,000	65,000	65,000	70,000
30-65-5801	Interest	18,705	14,935	14,935	14,935	11,020
30-65-6005	Buildings and Improvements	0	0	0	0	0
Total Annual Debt Service		83,705	79,935	79,935	79,935	81,020
30-65-6622	Transfer Out/Fund 40 for wall repair	70,000	0	0	0	0
Total Rossmoor Wall Expenditures		156,235	82,465	82,575	82,575	83,660
Revenues Less Expenditures		-70,055	7,015	6,905	5,905	4,820
Fund Balance, End of Year		105,202	112,217	112,107	111,107	110,022

2015 - 2016 PROPOSED FINAL BUDGET
CAPITAL IMPROVEMENT PROGRAM - FUND 40
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PROPOSED FINAL BUDGET
<u>Assigned Fund Balance, Beginning</u>		226,319	97,685	97,685	97,685	87,738
<u>Revenues</u>						
	40-00-3600 Transfer In Fund 10	0	100,000	100,000	100,000	
	40-00-3600 Transfer In Fund 20	0	0	0	0	0
	40-00-3600 Transfer In Fund 30	70,000	0		0	0
Total Capital Improvement Program Revenues		70,000	197,685	197,685	197,685	87,738
<u>Expenditures</u>						
	Dept.					
	Rossmoor Park	0	0	0	0	11,266
	Montecito Center	3,759	0	10,957	10,957	0
	Rush Park	153,570	67,000	128,768	76,689	35,000
	Rossmoor Wall	6,595	20,000	19,300	22,301	0
	General	17,210	7,000	1,730	0	0
	Transfer Out	17,500	0	0	0	29,000
Total Expenditures		198,634	94,000	160,755	109,947	75,266
<u>Revenues Less Expenditures</u>		(128,634)	103,685	36,930	87,738	12,472
<u>Fund Balance, End of Year</u>		97,685	103,685	36,930	87,738	12,472

CAPITAL IMPROVEMENT PROGRAM BUDGET
2015-2016 PROPOSED FINAL BUDGET - FUND 40

PROJECT TITLE	ACTUAL FY 2012-2013	ACTUAL 2013- 2014	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ETC	2015-2016 PROPOSED FINAL BUDGET	Information Only FY 2016-2017
REVENUES							
Beginning Fund Balance	\$189,789	\$226,319	\$97,685	\$97,685	\$97,685	\$87,738	\$12,472
Transfer from Fund 10 Reserve			\$100,000	\$100,000	\$100,000		
Transfer from Fund 30	\$0	70,000	0	0	0	0	0
TOTAL REVENUES	\$289,789	\$296,319	\$197,685	\$197,685	\$197,685	\$87,738	\$12,472
EXPENSES							
ROSSMOOR PARK							
Field 1 Replace w/Dustless Dirt TBD - \$53,250		\$0	\$0	\$0	\$0	\$0	\$0
Community Room Cabinets		\$0	\$0	\$0	\$0	\$11,266	
Convert Sand Volley Ball to Basketball Court TBD - \$45,545		\$0	\$0	\$0	\$0	\$0	\$0
ROSSMOOR PARK SUBTOTAL	\$9,276	\$0	\$0	\$0	\$0	\$11,266	\$0
MONTECITO							
X Montecito Remodel-COMPLETED		\$3,759	\$0	\$10,957	\$10,957		
MONTECITO SUBTOTAL	\$8,150	\$3,759	\$0	\$10,957	\$10,957	\$0	\$0
RUSH PARK							
Rush Park Baseball Field - Replace Dustless dirt. TBD 48675					\$0	\$0	\$0
Tot Lot Equipment - Swing Set and Hooded Slides (2) to be consistent with safety regulations.		151,319					
X COMPLETED							
Parking Lot Repair		\$0	\$25,000	\$25,000	\$0	\$25,000	
X Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting COMPLETED		\$2,251		\$33,689	\$33,689		
Site A Landscape Shade			\$28,000	\$56,079	\$43,000	\$0	\$0
Outlet and Circuit Breaker for Movies and Concerts in the Park. TBD in which FY= \$10,500							
Rush Park Playground Landscape Shade						\$10,000	
RUSH PARK SUBTOTAL	\$30,145	\$153,570	\$53,000	\$114,768	\$76,689	\$35,000	\$0
ROSSMOOR WALL							
Trans from Fund 30/Evaluate and Repair Damaged Bricks	\$0	\$6,595	\$20,000	\$19,300	\$22,301		
ROSSMOOR WALL SUBTOTAL	\$0	\$6,595	\$20,000	\$19,300	\$22,301		
GENERAL							
Last sign at Car Wash		\$17,210	\$2,000	\$1,730	\$0	\$0	\$0
X Transfer to Fund 10 for Computer Upgrade COMPLETED		\$17,500					
Water Conservation General:							
Rossmoor Park Smart Meter for water conservation						\$5,000	\$0
Rossmoor Park Field 1 Replace w/Dustless Dirt TBD - \$53,250						\$5,000	\$0
Rush Park Smart Meter for water conservation						\$5,000	\$0
Rush Park Rehabilitate and Upgrade Men's Restrooms (including waterless urinals) (\$667 spent on design in FY 2011-12)			\$14,000	\$14,000	\$0	\$14,000	\$0
Re-landscape Rossmoor Triangle w/drought resistance plants and drip system TBD			\$5,000	\$0	\$0	\$0	\$0
Mini Parks Drought Resistant Landscaping (Butterfly and Hummingbird Garden TBD)					\$0	\$0	
Rossmoor Way Median Drought Resistant Landscaping TBD					\$0	\$0	
GENERAL SUBTOTAL	\$15,899	\$34,710	\$21,000	\$15,730	\$0	\$29,000	\$0
TOTAL EXPENSES	\$63,470	\$198,634	\$94,000	\$160,755	\$109,947	\$75,266	\$0
ENDING FUND BALANCE	\$226,319	\$97,685	\$103,685	\$36,930	\$87,738	\$12,472	\$12,472

**NOTICE OF
PREPARATION OF FINAL BUDGET
HEARING ON PROPOSED FINAL BUDGET
OF ROSSMOOR COMMUNITY SERVICES DISTRICT
FOR FISCAL YEAR 2015-2016**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Services District has reviewed a preliminary budget as of June 9, 2015 for fiscal year 2015-2016, and the General Manager of the District has prepared a proposed Final Budget for the District for fiscal year 2015-2016. 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 2015-2016. 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 14, 2015, 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 2015-2016.

James D. Ruth

June 9, 2015

Board Secretary

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

3020.26 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 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: RESOLUTION No. 15-07-14-01 ESTABLISHING THE ANNUAL BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT FOR FISCAL YEAR 2015-2016 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

RECOMMENDATION:

Approve Resolution No. 15-07-14-01 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 2015-2016 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

BACKGROUND:

At their June 9, 2015 Regular Meeting, the Board discussed the Preliminary Budget and authorized the General Manager to submit a Proposed Final Budget for the Fiscal Year 2015-2016. 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 2015-2016 Expenditure Limits. The proposed expenditure totals of the Final Budget are well within those limits.

ATTACHMENTS:

1. Resolution No. 15-07-14-01.
2. Attachment A - Annual Budget Expenditures Totals Amount Summary.

RESOLUTION 15-07-14-01

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 2015-2016 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 2015-2016 Final Budget at its Regular Meeting on July 14, 2015.

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 2015-2016.

PASSED AND ADOPTED this 14th day of July, 2015.

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: _____
William Kahlert, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

ATTACHMENT A**ANNUAL FISCAL YEAR 2015-2016 ANNUAL BUDGET REVENUE
AND EXPENDITURE TOTALS AMOUNT SUMMARY****TOTAL FUND REVENUES**

FUND 10	\$1,300,942
FUND 20	\$383,400
FUND 30	\$88,480
FUND 40 (Beginning Fund Balance)	\$87,738

TOTAL ALL FUNDS **\$1,860,560**

TOTAL FUND EXPENDITURES

FUND 10	\$1,295,060
FUND 20	\$374,533
FUND 30	\$83,660
FUND 40	\$75,266

TOTAL ALL FUNDS **\$1,828,519**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: Discussion and possible action on a new three-year agreement with West Coast Arborist (WCA) for tree trimming services.

RECOMMENDATION:

Subject to an approval by the Board for an amendment to the proposed FY 2015-2016 Final Budget for inclusion of funds for tree trimming services, authorize General Manager to execute a new three-year agreement with WCA.

BACKGROUND:

As previously discussed in Agenda Item D-1, the WCA is requesting a new three-year agreement for tree trimming services with an increase in rates for each of the three years. Attached is a proposed WCA agreement for the Board's consideration. There are no changes in the proposed agreement other than the term and the requested rate increases. There have been no significant performance issues during the past six years.

ATTACHMENTS:

1. Proposed WCA Agreement (Pending General Counsel Preparation).

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: FIRST READING OF AMENDMENT TO POLICY NO. 5030
COMMITTEES OF THE BOARD OF DIRECTORS

RECOMMENDATION:

Give first reading to amendment of Policy No. 5030 Committees of the Board of Directors for appointment of alternate members of a Board Committee.

BACKGROUND:

From time to time, Committee meetings are required to be scheduled for a time certain in order to coincide with a Board meeting. There are no provisions in Policy No. 3050 for appointment of alternate committee members when regular members are unavailable.

Therefore, it is recommended that the Board consider an amendment to your policy with a provision for the Board President to appoint alternate Committee members when necessary due the unavailability of regular Committee members.

ATTACHMENTS:

1. Policy No. 5030 Committees of the Board of Directors.
 - a. Redline

REDLINE
Rossmoor Community Services District

Policy

No. 5030

COMMITTEES OF THE BOARD OF DIRECTORS

50300.00 Appointment of Standing Committees: The Board President shall appoint such standing committees as called out in Board policies. The duties of the standing committees shall be outlined in specific Board policies relating to the function of said committees.

5030.10 Appointment of Temporary Ad Hoc Committees: The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

5030.20 Committee Categories: The categories of committees are as follows:

5030.21 Standing Committees: Standing committees are those bodies which are called out in other Board policies as having specific and ongoing duties and responsibilities.

5030.22 Temporary Ad Hoc Committees: Temporary Ad Hoc committees are those bodies which are appointed by the Board President for a specific study or task, which is temporary in nature, and which is disbanded at the conclusion of the stated study or task and a final report has been submitted to the Board.

5030.23 Advisory Committees: The Board President may appoint any of its members to serve on Board advisory committees or as representatives to other public agencies or organizations. Individuals from the community may be appointed to advisory committees.

5030.30 Committee Meetings: No more than two Board members may serve on any one committee. All committees of the Board are subject to the Brown Act, thus such committee meeting agendas must be posted in a manner similar to Board Agendas. Committee meetings are subject to the open meeting requirements of the Brown Act.

5030.40 Report to the Board: Under Board Member items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official including temporary ad hoc or advisory committees.

5030.50 Committee Code of Conduct and Rules of Order: To the extent practicable, Committee meetings should conform to Board Policy No. 5110 and No. 5120.

5030.60 Alternate Committee Members: In the absence of a Committee member, the Board President may appoint an alternate from the Board to serve as a member of said Committee until a regular member is available to serve.

Amended: October 17, 2002

Approved renumbering & format: October 8, 2002

Reaffirmed: March 11, 2003

Amended: January 13, 2009

Amended: December 14, 2010

Amended:

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: CSDA BOARD OF DIRECTORS ELECTION 2015

RECOMMENDATION:

Discuss proposed slate of candidates (2) and give direction to General Manager to submit its vote for one candidate for 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 Region 6. 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 three candidates for the position.

ATTACHMENTS:

1. Communication from CSDA received June 8, 2015 re: Election Ballot Instructions.
2. CSDA Ballot.



**California Special
Districts Association**
Districts Stronger Together

CALIFORNIA SPECIAL DISTRICTS ASSOCIATION

2015 BOARD ELECTIONS

MAIL BALLOT INFORMATION

Dear Member:

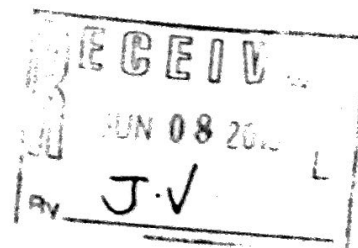
A mail ballot has been enclosed for your district's use in voting to elect a representative to the CSDA Board of Directors in your Network for Seat A. Each of CSDA's six (6) networks has three seats on the Board. Each of the candidates is either a board member or management-level employee of a member district located in your network. Each Regular Member (district) in good standing shall be entitled to vote for one (1) director 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 A 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 7, 2015.

If you do not use the enclosed envelope, please mail in your ballot to:
California Special Districts Association
Attn: 2015 Board Elections
1112 I Street, Suite 200
Sacramento, CA 95814

Please contact Charlotte Lowe toll-free at 877.924.CSDA or charlotte@csda.net with any questions.





Candidate statement Southern network Seat A

Jo MacKenzie

PROVEN EXPERIENCE LEADING SPECIAL DISTRICTS

It would be an honor to continue serving special districts on the CSDA Board of Directors.

I am committed to building on the present foundation of CSDA's educational programs and legislative and public outreach, so that CSDA continues to be recognized as the voice of all special districts. My enthusiasm, commitment, and comprehensive knowledge of special districts and LAFCO, along with my years of experience, will help me to be of service to your district as a member of the CSDA Board of Directors.

Representing the Southern Network, I will bring to the organization years of experience in local government and a strong understanding of how the California Special Districts Association can best serve its members.

I have served as CSDA President, Treasurer and the Chair of Legislative Committee. I know the commitment and time it takes to be an effective board member. A flexible schedule is paramount to being a successful Director. I have attended all board of director and assigned committee meetings, read through a myriad of legislation in order to relate to the Advocacy and Public Affairs Department what impact I think such legislation may have on districts' ability to provide local services

I have completed CSDA's Special District Leadership Academy which is a requirement to serve on the CSDA Board. Under my leadership, my district, Vista Irrigation District, has obtained the Special District Leadership Foundation District of Distinction Designation and the District Transparency Certificate of Excellence.

I believe it is important to the continued success and growth of CSDA that the Board of Directors remain committed to its mission: to provide legislative advocacy education and member services for all special districts.

Your District's vote will be greatly appreciated!

CANDIDATE STATEMENT FOR GLORIA A. DIZMANG

In December of 2011, I was sworn in as a Director of the Palmdale Water District Board. I knew little about water but I had agreed to serve an agency that was fairly beaten up—legally, economically, and in the area of morale. PWD was engaged in three lawsuits with the City of Palmdale. We had dropped in our credit rating and could no longer receive loans/grants. The employees were split into two warring camps.

Today, we are on our way to a stable and professional future, due to the actions of the new Board, on which I serve. This is what we have achieved:

- Low and consistent rate increases improved our credit to the point that we issued an \$8.5 million revenue bond for infrastructure.
- Provided a legal water rate assistance program for seniors.
- Settled all lawsuits with the City of Palmdale.
- Developed a Customer Care program to assist our rate-payers.
- Replaced 80% of our infrastructure from the 1950s.
- Reordered the organizational chart, without lay-offs, for more efficiency.
- Developed and implemented educational programs for our rate-payers. (top contender in ACWA's Best in Blue)
- Developed and continue to offer an intern program to train young people in the basic facets of the water industry.

As part of our Board, I was a leading member to move in these directions.

I believe my background in education can be of assistance in the CSDA. My experience in the area looks small in comparison to others who have served on many boards and in many organizations. Nevertheless, I can see things with a different perspective and am not afraid to speak up and to actively support change.

I would be honored to receive your vote. Thank you.

CSDA BOARD OF DIRECTORS 2015 ELECTION



**SOUTHERN
NETWORK**

SEAT A
term ends 2018

Please vote for only one.

- Jo MacKenzie***
Vista Irrigation District
- Gloria Dizmang**
Palmdale Water District

All fields must be completed for ballot to be counted.

** Incumbent running for re-election*

SIGNATURE:	DATE:
MEMBER DISTRICT:	

Must be received by 5pm, August 7, 2015. CSDA, 1112 I Street, Suite 200, Sacramento, CA 95814

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-4

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: FIRST READING OF AMENDMENTS TO POLICY NO. 6013 RE:
DONATIONS FOR DISTRICT PROGRAMS

RECOMMENDATION:

Give first reading to amendments to Policy No. 6013 Joint Use of District Property for District Sponsored Programs.

BACKGROUND:

The District is being asked to accept donations for District sponsored programs. Amendments to Policy No. 6013 spell out the method and means for accepting such donations. In an effort to help offset the costs of special events, staff is proposing a sponsor application process and amendments to Policy No. 6013 consistent with the mission and goals of the District. Attached is a redline copy of the proposed policy amendments prepared by staff and approved by General Counsel.

ATTACHMENTS:

1. Policy No. 6013 Joint Use of District Policy for District Sponsored Programs.
 - a. Redline.

REDLINE

Rossmoor Community Services District

Policy

No. 6013

JOINT USE OF DISTRICT PROPERTY ~~OF DISTRICT PROPERTY~~ FOR DISTRICT SPONSORED PROGRAMS

~~6013.00~~~~6013.00~~ Joint Use of District Property for District Sponsored Programs: It is the District's objective to provide recreational, cultural and sports programs. The Board may enter into partnerships, or other joint use arrangements, with individuals, ~~or~~ organizations or businesses to jointly provide such programs in furtherance of this objective.

6013.10 Financial Enhancement of District Sponsored Programs: To encourage and support the development of partnerships to aid in revenue generation and Fundraising and Sponsorship efforts that enhance the District's ability to deliver parks and recreation activities, programs and event offerings to the public.

6013.20 Definitions: For the purpose of this policy the following terms shall have the respective meanings set forth herein, unless the context in which they are used clearly indicates to the contrary:

6013.21 Donation: A person or entity providing the District with financial support or property of a value exceeding the District's payment for such item. Typically, donor does not expect to receive a return or recognition from the District in return for donation. Donation may consist of cash, real property (land) or an in-kind Donation.

6013.22 Sponsorship: A person or entity that provides the District with financial support for an activity, District program or facility, in exchange for the District providing recognition of its financial support. Financial assistance may consist of cash and/or in-kind donations in accordance with the District's Sponsorship Packet.

- a. Specific Event Sponsorship: A neighborhood business, local merchant or local branch of a corporation sponsors a time limited event or program within District Property.
- b. District-wide Program Sponsorship: A local corporation sponsors a time limited program that is held at multiple recreation facilities or has a District-wide presence.
- c. Temporary Logo or Recognition Display Sponsorship: A sponsorship agreement that includes a display of recognition on District publications or on District Property for less than twelve calendar months.
- d. Long-Term Sponsorship: A sponsorship agreement that includes the naming of a facility or portion of a facility for a sponsor for more than one year.

6013.23 Fundraising: Any activity conducted with the intent of soliciting donations, sponsorships or other financial contributions to the District. Fundraising activities may

REDLINE

include, but are not limited to, District grant proposals, pledge drives, contacting individuals, businesses or other entities with the primary purpose of receiving financial support for the District. Types of sponsorships may include the following:

6013.24 In-Kind Contributions: A contribution of an item or object other than cash or real property, which would serve a useful purpose to the District. Examples may include, equipment, supplies, materials or services, or promotional opportunity.

6013.25 Sponsorship Agreement: A negotiated agreement between the District and a company, organization or individual to pay a fee in cash, products, services or a combination thereof, for recognition rights related to certain identified District-owned commercial or marketable assets. A Sponsorship agreement may permit a limited form of promotional opportunity for a company, organization or individual in exchange for the fee paid to the District, subject to approval of the General Manager.

6013.26 Unrestricted Donation: A Donation made to the District where the donor has placed no limitation on its use.

6013.30 Criteria for Accepting Sponsorship, Donation or In-Kind Contributions

6013.31 Sponsorships must support the mission and policies of the District.

6013.32 Special Event sponsorships must support the mission and goals of the District's Recreation Department below:

- A. Provide a variety of recreational, cultural and sports programs and special events such as Movies, Concerts and Shakespeare in the Park and co-sponsor events such as the Community Festival and 4th of July Fireworks Spectacular that appeal to all segments of the community.
- B. Monitor recreation and athletic facilities and equipment to ensure they remain safe, clean and in good working order.
- C. Ensure that recreation and athletic facilities are accessible to all users.
- D. Promote cost-effective use of the District's parks, facilities and programs through the establishment of reasonable user fees and charges while encouraging maximum use by the public.

~~**6013.40**~~**6013.10** District Contribution To Jointly Sponsored Program Activities: The District's share of the cost of a partnership or joint use agreement may be covered partially or in full by providing the necessary facilities. At the Board's discretion, the established cost (see Policy No. 6015 Establishment of Fees and Charges for use of District Parks, Buildings and Facilities) for the use of District facilities to the program's partner may be waived or reduced depending on the benefit of the program to the District.

6013.50 Contributions for District Sponsored Program Activities: The District may obtain donations or sponsorships from donors for District sponsored or jointly sponsored program activities or special event activities.

~~**6013.60**~~**6013.11** Joint Use Agreements: Partnerships or joint use arrangements approved by the Board shall be formalized into a written agreement which covers the terms and conditions of the partnership or joint use, as well as the responsibilities of the respective parties.

REDLINE

Adopted: June 14, 2005
Amended: August 12, 2008
Amended: July 10, 2012
Readopted ~~by~~ Ordinance 2014-01: January 14, 2014
Amended:

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-5

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REQUEST FOR PROPOSALS RE: GENERAL COUNSEL

RECOMMENDATION:

Give direction to the General Manager to solicit proposals for General Counsel legal services.

BACKGROUND:

As you know, our legal services are currently provided by the law firm of Jenkins and Hogin. We were informed in mid-June that our assigned attorney, Mr. Tarquin Preziosi, had left the firm. Since attorneys with Special District expertise are a unique specialty and Mr. Tarquin was the only attorney with such experience, it is deemed advisable to solicit proposals from our current firm, as well as, other firms in the area. It is also advisable for the Board President to appoint an ad hoc committee of the Board to assist the General Manager in a review of proposals and to make recommendations to the Board.

ATTACHMENTS:-None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-6

Date: July 14, 2015
To: Honorable Board of Directors
From: General Manager
Subject: AUTHORIZE PURCHASE OF REPLACEMENT FOR DAMAGED PLAYGROUND SLIDE AT ROSSMOOR PARK

RECOMMENDATION:

Authorize General Manager to purchase a replacement slide or other component for the Rossmoor Park playground.

BACKGROUND:

The slide component of the Rossmoor Park playground equipment has become damaged and is not reparable. A replacement slide or other component are above the General Manager's spending authority of \$5,000 and therefore requires Board approval. This would be an unbudgeted item in the CIP Project List which will be presented to the Public Works/CIP Committee with a recommendation that the Fund 40 budget be amended by the Board at the Mid-year Budget Adjustment in February of 2016. This expenditure does not significantly impact other projects on the Project List.

ATTACHMENTS:

1. Staff Report re: Damaged Slide
2. Quote Breakdown for Replacement Components.
3. Picture of the Damaged Slide.
4. Picture of Alternate Playground Component.

ROSSMOOR COMMUNITY SERVICES DISTRICT**Rossmoor Park Playground Slide Replacement**

DATE: July 6, 2015

SUBJECT: Rossmoor Park Slide Removal and Replacement

FROM: Emily Gingras, Recreation Superintendent

TO: Jim Ruth, General Manager

PURPOSE:

To update the General Manager on the necessary removal of the large spiral slide at Rossmoor Park due to required repair and determine an appropriate replacement.

BACKGROUND:

In early July it was reported to District staff that the large spiral slide at the Rossmoor Park playground had two (2) cuts in the slide bed requiring replacement of the two (2) different slide sections. The playground manufactured by Miracle Playground and installed at Rossmoor Park in 2001 has discontinued the manufacturing of the particular repair parts needed in order to make the slide functional and meet current safety requirements for playgrounds. An entirely new slide and stairs leading up to the slide would have to be purchased and installed after the removal of the existing slide and stairs. This is a large project due to the height and weight of the slide and stairs. The cost to purchase a new slide and stairs including freight costs and tax is \$9,249.29. The removal of the current slide is \$3,800 which does not include the installation of the new spiral slide and stairs. Due to timing of this item, we were not able to receive an actual quote for the install but did receive a verbal quote in the amount of \$1,200 for a total project cost of \$14,249.69 for a new slide and stairs.

Miracle has also submitted a less expensive option to the District that would include removal of the slide and stairs. This option includes a skyward climber component for a total project cost of \$5,783.23 which includes all labor and materials.

SUMMARY:

Option A: Replace the existing spiral slide and stairs with a new slide and stairs in the estimated amount of \$14,249.69.

Option B: Remove the existing slide and stairs and replace with a Skyward Climber in the amount of \$5,783.23.

Rossmoor Park Playground
Slide Replacement—Quote Breakdown

Option A: Replace the existing spiral slide and stairs with a new slide and stairs in the estimated amount of \$14,249.69.

Option B: Remove the existing slide and stairs and replace with a Skyward Climber in the amount of \$5,783.23.

OPTIONS	Cost of New Equipment (Including Tax)	Freight	Cost to Remove Existing Slide & Stairs & Replace w/ New Equipment	TOTAL PROJECT COST
A: New Slide & Stair Combo	\$7,715.79	\$1,533.90	\$5,000 (Received verbal quote in this amount)	\$14,249.69
B: Skyward Climber Option	\$1,782.00	\$201.23	\$3,800	\$5,783.23



SKYWARD CLIMBER



RE 105 of 105 KY

This 90 degree climber is both challenging and thrilling. Climb all the way up on the outside or on the arched inside climb, or transition from climbing the inside to outside path. The Skyward Climber has capacity for multiple users at a time and works with deck heights of 96"