

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

November 13, 2018

BOARD OF DIRECTORS

AMENDED AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, November 13, 2018

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, Kahlert, Maynard, Nitikman,
President DeMarco
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS
 - a. O.C. Sheriff's Department Lt. Pat Rich Re: Quarterly Crime Statistics.

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. REVIEW OF ORANGE COUNTY TRAFFIC AND PUBLIC WORKS PROJECTS AND RELATED SAFETY CONCERNS
2. QUARTERLY STATUS REPORT
3. QUARTERLY RECREATION REPORT
4. QUARTERLY TREE REPORT

E. CONSENT CALENDAR

- 1a. APPROVE MINUTES: REGULAR MEETING OF OCTOBER 9, 2018
2. APPROVE SEPTEMBER REVENUE AND EXPENDITURE REPORT.
3. LONG TERM/NON PROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY

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

F. PUBLIC HEARING-None.

G. RESOLUTIONS—None

ORDINANCES—None

H. REGULAR CALENDAR:

1. POTENTIAL AMENDMENT AND/OR UPGRADE TO SOUTHERN CALIFORNIA EDISON LIGHTING AGREEMENT

I. GENERAL MANAGER ITEMS

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

J. BOARD MEMBER ITEMS

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

K. CLOSED SESSION: None

L. ADJOURNMENT

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

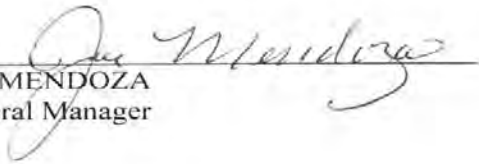
Please contact the District Office at (562) 430-3707 at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible. Please advise us at that time if you will need accommodations to attend or participate in meetings on a regular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

Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at [3001 Blume Drive, Rossmoor, CA 90720](#). In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached agenda for the November 13, 2018, 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:



JOE MENDOZA
General Manager

Date 11/5/18_____

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a.

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: OCSD QUARTERLY CRIME STATISTICS

RECOMMENDATION:

Receive presentation.

BACKGROUND:

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

- a. O.C. Sheriff's Department Lt. Pat Rich Re: Quarterly Crime Statistics.

ATTACHMENTS

1. Quarterly Crime Statistics

ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report 2nd Quarter

July—August—September 2018



2017—2018 Yearly Comparisons

Offense	Jan'17	Feb'17	Mar'17	Apr'17	May'17	Jun'17	Jul'17	Aug'17	Sep'17	Oct'17	Nov'17	Dec'17	Total 2017
187	0	0	0	0	0	0	0	0	0	0	0	0	<u>0</u>
211	0	0	0	0	0	0	0	0	0	0	0	0	<u>0</u>
245	0	0	0	0	0	0	0	0	0	0	0	0	<u>0</u>
459C	0	0	0	0	0	0	0	0	0	0	0	0	<u>0</u>
459R	0	0	0	0	3	4	3	1	2	0	0	7	<u>20</u>
459V	0	4	2	0	0	2	3	0	2	4	2	0	<u>19</u>
487	1	1	2	0	6	1	2	0	0	1	4	1	<u>19</u>
488	3	6	3	2	2	0	0	1	1	2	1	5	<u>26</u>
594	2	0	0	0	0	0	0	0	0	0	0	0	<u>2</u>
10851	1	1	0	0	0	0	0	0	0	2*	0	0	<u>4*</u>
Total	<u>7</u>	<u>12</u>	<u>7</u>	<u>2</u>	<u>11</u>	<u>7</u>	<u>8</u>	<u>2</u>	<u>5</u>	<u>9</u>	<u>7</u>	<u>13</u>	<u>90</u>

Offense	Jan'18	Feb'18	Mar'18	Apr'18	May'18	Jun'18	Jul'18	Aug'18	Sep'18	Oct'18	Nov'18	Dec'18	Total 2018
187	0	0	0	0	0	0	0	0	0				<u>0</u>
211	0	0	0	0	0	0	0	0	0				<u>0</u>
245	0	1	0	0	0	0	0	0	0				<u>1</u>
459C	0	0	0	0	1	0	0	0	0				<u>1</u>
459R	2*	0	0	0	4*	2	0	0	0				<u>8*</u>
459V	1	0	2*	1	1	4	1	0	0				<u>10*</u>
487	0	0	1	1	4	1*	1	0	0				<u>8*</u>
488	0	3	0	3	3	1	3	2	0				<u>15</u>
594	1	2	0	0	0	0	0	0	1				<u>4</u>
10851	0	0	1	0	0	0	1	1	1				<u>4</u>
Total	<u>4*</u>	<u>6</u>	<u>4*</u>	<u>5</u>	<u>13</u>	<u>8</u>	<u>6</u>	<u>3</u>	<u>2</u>				<u>51*</u>

Penal Code Legend

211 = Robbery
187 = Murder
245 = Assault w/ deadly weapon

459C = Commercial Burglary
459R = Residential Burglary
459V = Vehicle Burglary
VC 10851 = Stolen Vehicle

594 = Vandalism
487 = Grand Theft
488 = Petty Theft

*Includes Attempts

ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report 2nd Quarter

July—August—September 2018



Monthly Summary of Crimes

July 2018:

Vehicle Burglary (PC 459V)

1. 07/18/18: 11100 Wallingsford Road, window was smashed on a vehicle, loss of camera lens, sunglasses, camera and parking remote.

Grand Theft (PC 487)

1. 07.22/18: 11800 block of Foster Road, all four wheels and tires were removed from victim's SUV while parked in his driveway.

Petty Theft (PC 488)

1. 07/27/18: 3000 block Inverness, lantern and flag were removed from victim's porch.
2. 07/28/18: 1200 block Chaucer Road, Victim's wallet and contents as well as sunglasses and vehicle pink slip were removed from an unlocked vehicle's glove box. Vehicle was parked and unlocked in victim's driveway overnight.
3. 07/31/18: 11200 Pemberton Road, Theft of purse and contents from an unlocked vehicle parked in driveway overnight.

Vehicle Theft (CVC 10851)

1. 2700 Blume Drive, Victim's 1987 Mercedes was stolen out of his driveway while he was on vacation. Vehicle was later recovered in LA.

August 2018:

Petty Theft (PC 488)

1. 08/13/18: 2700 Albans Drive, a pair of earrings was missing from a residence after a construction crew was left alone at the residence to complete their work.
2. 08/28/18: 11300 Loch Lomond Road, Miscellaneous construction tools were removed from an unlocked vehicle parked on the street overnight.

ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report

2nd Quarter

July—August—September 2018



Monthly Summary of Crimes

August 2018 continued:

Vehicle burglary (PC 459V)

1. 12100 Montecito Road, Victim's 2000 Honda Civic was taken out of her apartment complex without her permission. The vehicle was later recovered in the City of Seal Beach.

September 2018:

Vandalism (PC 594)

1. 09/16/2018, 3000 Blume Drive, overnight a tree was damaged, eggs thrown and paint sprayed on the cement at Rush Park.

Vehicle Theft (CVC 10851)

1. 09/03/2018, 12100 Montecito Road, Victim's 2016 F-350 was reported stolen out of the apartment complex parking lot.

**These statistics are not the official ones from our Crime Analysis Unit. All reports have not been turned in, thus some crimes may be changed to reflect the actual crime. These statistics were taken from our internal computer reporting system which is updated as calls come in.

***These statistics are not consistent with the blotter. The blotter are all the calls we receive through dispatch. Sometimes those calls do not result in a part 1 crime. For example, on the blotter you may have read: "home burglary alarm, audible." this can mean that it was a false alarm and no burglary occurred.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: November 13, 2018

To: Honorable Board of Directors

From: General Manager

Subject: REVIEW OF ORANGE COUNTY TRAFFIC AND PUBLIC WORKS PROJECTS AND RELATED SAFETY CONCERNS

RECOMMENDATION:

Receive the report of the General Manager.

BACKGROUND:

On Tuesday, October 16, 2018, President Tony DeMarco and District Staff met with the Orange County Public Works Traffic Engineer regarding traffic safety concerns on Montecito Road. The following items and suggested solutions were discussed:

- Motorists running stop signs along the roadway - Traffic Engineering will evaluate the visibility of existing stop signs and corresponding stop ahead warning signs. If necessary, steps will be taken to enhance the visibility of the signs to enhance driver compliance. Furthermore, on-street parking zones along the roadway will be re-evaluated to look for parked cars blocking the visibility of traffic control devices.
- Speeding concerns along the roadway - Traffic Engineering will collect necessary data to determine if there is a speeding issue along Montecito Road. If a speeding issue is identified, as discussed in the meeting, the County will look into installing permanent radar feedback signs. If a speeding issue is not determined, then Traffic Engineering will not recommend the radar feedback signs. However, if RCSD opts for them irrespective of Traffic Engineering's recommendation, RCSD will need to go through the County Property Permits process to install them along the roadway and will be responsible for maintaining them.
- Enhanced nighttime visibility of neon roadway stripe - Traffic Engineering will check with the appropriate division about this issue.

- Overflow parking from the condominium complex on to the residential streets along certain portions of the roadway - Traffic Engineering can work with the community to design parking regulations that would deter over-flow parking. However, the residents will need to understand that the parking regulations will be applicable to everyone, including all residents of the Rossmoor community. Permit parking is not an option in unincorporated areas of the county.
- Street lighting is outdated along the roadway - In this community, the County is not responsible for street lighting. Based on the Traffic Engineer's knowledge, RCSD is the responsible agency for street lighting. Southern California Edison has informed the District that the Rossmoor Community Street Lighting LED Conversion Project has been scheduled between December 2018 and January 2019.
- Orange County Public Works Rossmoor Asphalt and Concrete Remedial Repairs. See attached project summary containing fact sheet with mapped locations, schedule and contact information.

ATTACHMENTS:

1. Orange County Public Works Project Summary of Rossmoor Asphalt and Concrete Remedial Repairs
2. Map Outlining Concrete Remedial Repairs Phasing Plan
3. Map of Rossmoor Phase 1A PCC Remedial Repair Locations
4. Map of Rossmoor Phase 1A Ramp Remedial Repair Locations
5. Map—First Order of Remedial Repair Marking, Phase 1: 10/15/18-11/01/18

Construction Alert



Rossmoor Asphalt and Concrete Remedial Repairs



Rossmoor Asphalt and Concrete Remedial Repairs



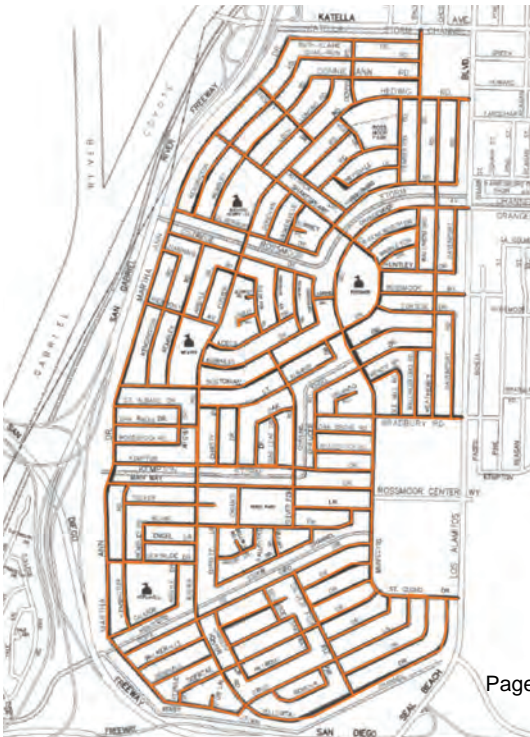
Project Summary

OC Public Works will complete remedial repairs within the Rossmoor area of unincorporated Orange County adjacent to the cities of Los Alamitos and Seal Beach. This work is being completed in anticipation of a slurry seal and overlay project scheduled for Spring 2019.

WHAT

Construction activity consists of repairing and replacing damaged sections of concrete, including pedestrian access ramps, curbs and gutters, and drive approaches. OC Public Works will remove and replace damaged sections of asphalt pavement and seal existing cracks.

WHERE



WHEN

Anticipated Construction Duration

October 2018 – January 2019


Working Hours | Monday – Friday

Local Streets: 7 am – 4 pm

Arterials and Secondary Streets: 8:30 am – 4 pm

The construction schedule is tentative and subject to change due to weather and other factors.

CONTACT INFORMATION

-  Bruce Poma | 714.448.1672
-  Mario Garcia | 714.599.0681
-  www.ocpublicworks.com
-  ProjectInfo@ocpw.ocgov.com
-  [Facebook.com/ocpublicworks](https://www.facebook.com/ocpublicworks)
-  [Twitter.com/ocpublicworks](https://twitter.com/ocpublicworks)

ROSSMOOR: ASPHALT AND CONCRETE REMEDIAL REPAIRS

3% Damage (Rossmoor)

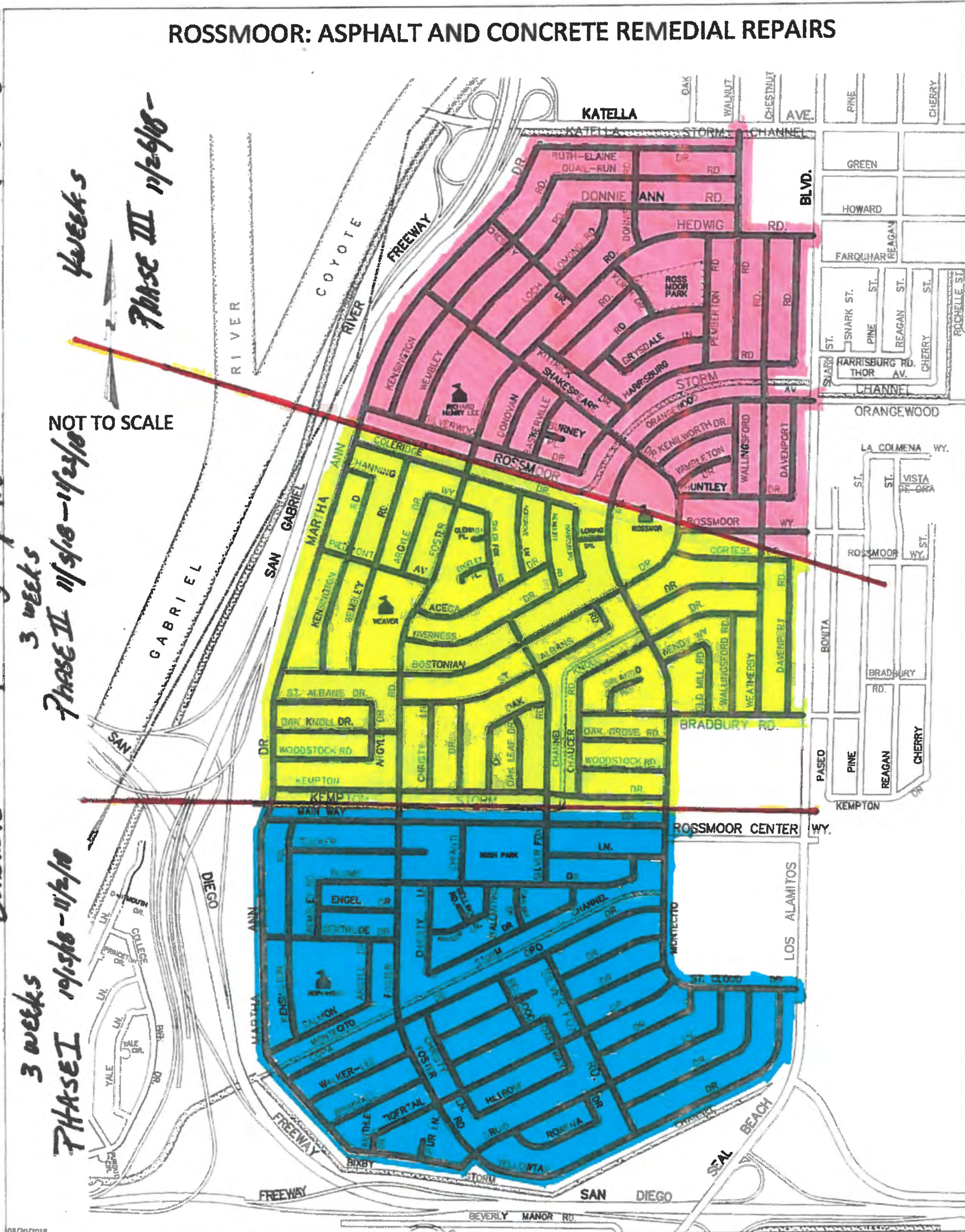
Concrete Rep Phasing Plan

4 weeks
Phase III 11/26/18 -

3 weeks
Phase II 11/9/18 - 11/24/18

3 weeks
Phase I 10/15/18 - 11/2/18

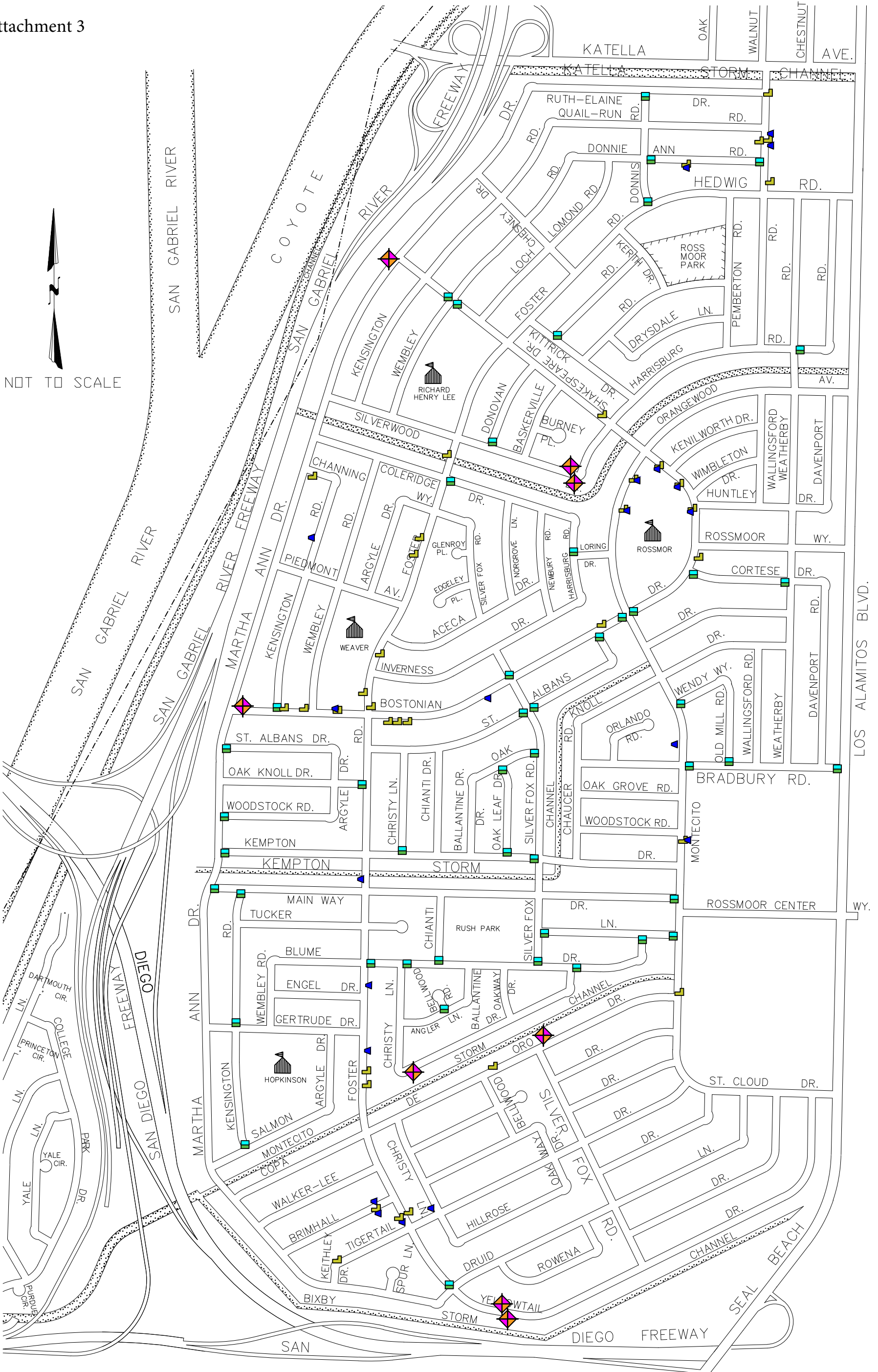
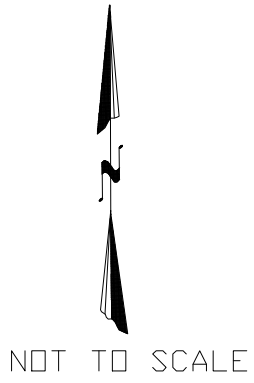
NOT TO SCALE







08/20/2018

ROSSMOOR: PHASE 1A PCC REMEDIAL REPAIR LOCATIONS

Attachment 3

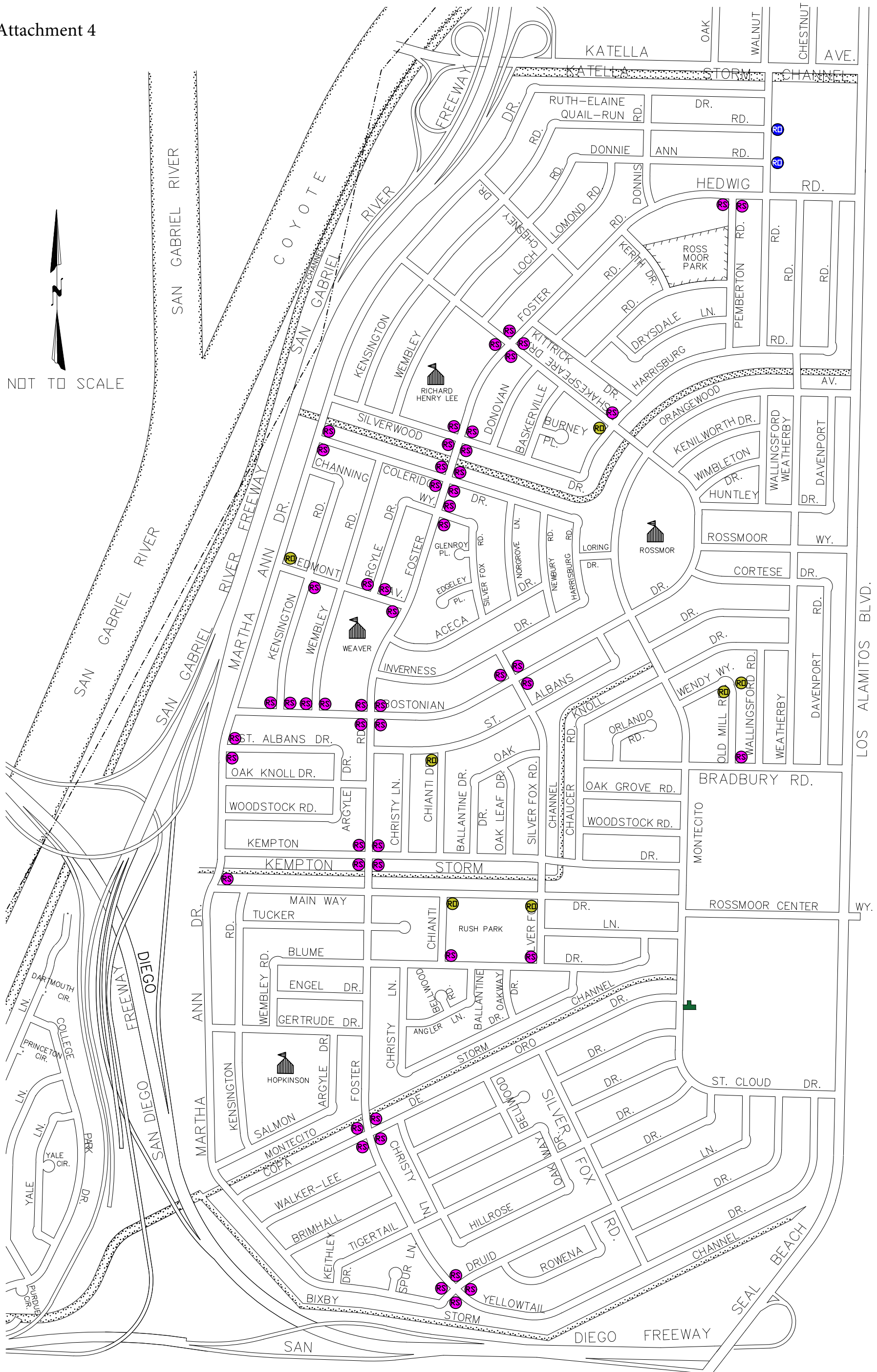
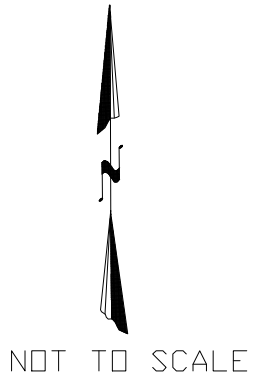


LEGEND PCC REMEDIAL REPAIRS (LOCATIONS APPROXIMATED)

-  8 CATCH BASIN CRACK SEAL
-  35 CURB & GUTTER A2-6
-  20 DRIVE APPROACHES
-  48 CROSS GUTTERS

ROSSMOOR: PHASE 1A RAMP REMEDIAL REPAIR LOCATIONS

Attachment 4



LEGEND

- RS 52 RAMP & SPANDREL TYPE 2
- RD 7 RAMP ONLY TYPE 2
- RD 2 RAMP ONLY TYPE 4
- 1 CUSTOM CURB RAMP

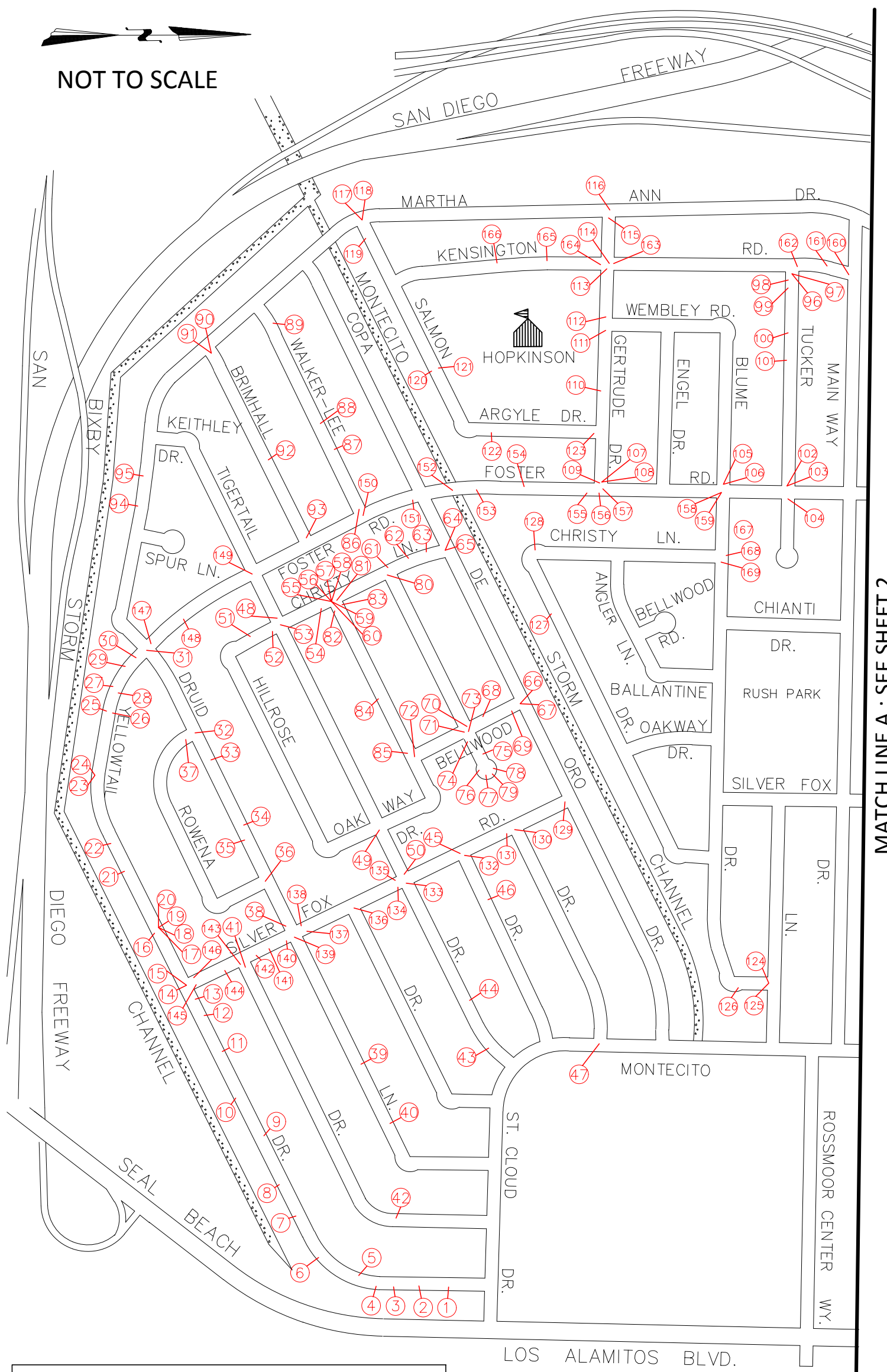
FIRST ORDER OF R&R MARKING

PHASE I: 10/15/18 - 11/02/18

1 R&R (55'X4')	66 R&R (21'X30')
2 R&R (42'X5')	67 R&R (15'X4')
3 R&R (17'X4')	68 R&R (24'X4')
4 R&R (67'X4')	69 R&R (67'X4')
5 R&R (13'X3')	70 R&R (19'X4')
6 R&R (23'X5')	71 R&R (44'X4')
7 R&R (81'X5')	72 R&R (61'X9')
8 R&R (48'X6')	73 R&R (11'X20')
9 R&R (180'X4')	74 R&R (13'X10')
10 R&R (65'X5')	75 R&R (55'X5')
11 R&R (5'X17')	76 R&R (58'X7')
12 R&R (5'X18')	77 R&R (16'X14')
13 R&R (6'X12')	78 R&R (43'X22')
14 R&R (6'X16')	79 R&R (26'X20')
15 R&R (26'X8')	80 R&R (19'X30')
16 R&R (9'X4')	81 R&R (17'X30')
17 R&R (17'X5')	82 R&R (46'X4')
18 R&R (5'X26')	83 R&R (57'X8')
19 R&R (16'X26')	84 R&R (29'X4')
20 R&R (24'X5')	85 R&R (16'X31')
21 R&R (4'X9')	86 R&R (14'X30')
22 R&R (12'X5')	87 R&R (5'X4')
23 R&R (14'X4')	88 R&R (37'X8')
24 R&R (4'X8')	89 R&R (16'X5')
25 R&R (13'X4')	90 R&R (15'X7')
26 R&R (8'X4')	91 R&R (19'X22')
27 R&R (25'X12')	92 R&R (44'X4')
28 R&R (25'X6')	93 R&R (26'X4')
29 R&R (5'X8')	94 R&R (4'X4')
30 R&R (9'X6')	95 R&R (4'X4')
31 R&R (18'X32')	96 R&R (28'X30')
32 R&R (123'X9')	97 R&R (30'X6')
33 R&R (10'X4')	98 R&R (70'X9')
34 R&R (10'X5')	99 R&R (117'X4')
35 R&R (41'X4')	100 R&R (43'X9')
36 R&R (10'X4')	101 R&R (8'X4')
37 R&R (18'X31')	102 R&R (13'X4')
38 R&R (11'X4')	103 R&R (26'X30')
39 R&R (38'X4')	104 R&R (23'X30')
40 R&R (18'X4')	105 R&R (10'X30')
41 R&R (17'X4')	106 R&R (13'X5')
42 R&R (17'X4')	107 R&R (6'X26')
43 R&R (58'X4')	108 R&R (17'X4')
44 R&R (8'X4')	109 R&R (45'X4')
45 R&R (12'X5')	110 R&R (153'X6')
46 R&R (35'X4')	111 R&R (32'X5')
47 R&R (11'X12')	112 R&R (48'X15')
48 R&R (4'X4')	113 R&R (19'X4')
49 R&R (13'X4')	114 R&R (82'X5')
50 R&R (10'X4')	115 R&R (19'X5')
51 R&R (17'X4')	116 R&R (30'X31')
52 R&R (26'X30')	117 R&R (10'X33')
53 R&R (53'X10')	118 R&R (38'X7')
54 R&R (8'X4')	119 R&R (10'X12')
55 R&R (33'X4')	120 R&R (24'X4')
56 R&R (10'X4')	121 R&R (31'X4')
57 R&R (23'X4')	122 R&R (95'X6')
58 R&R (20'X7')	123 R&R (18'X7')
59 R&R (79'X4')	124 R&R (12'X9')
60 R&R (17'X12')	125 R&R (52'X8')
61 R&R (49'X8')	126 R&R (49'X4')
62 R&R (22'X4')	127 R&R (15'X4')
63 R&R (31'X6')	128 R&R (11'X7')
64 R&R (25'X8')	129 R&R (33'X28')
65 R&R (7'X25')	130 R&R (115'X9')
131 R&R (10'X9')	140 R&R (66'X7')
132 R&R (31'X7')	141 R&R (96'X4')
133 R&R (46'X19')	142 R&R (17'X6')
134 R&R (19'X11')	143 R&R (56'X8')
135 R&R (18'X10')	144 R&R (18'X16')
136 R&R (109'X5')	145 R&R (52'X5')
137 R&R (64'X5')	146 R&R (24'X8')
138 R&R (78'X7')	147 R&R (33'X11')
139 R&R (19'X14')	148 R&R (5'X4')
149 R&R (4'X44')	158 R&R (87'X7')
150 R&R (80'X8')	159 R&R (87'X9')
151 R&R (33'X9')	160 R&R (31'X33')
152 R&R (101'X11')	161 R&R (7'X4')
153 R&R (40'X6')	162 R&R (57'X22')
154 R&R (29'X8')	163 R&R (18'X30')
155 R&R (33'X16')	164 R&R (26'X42')
156 R&R (32'X7')	165 R&R (62'X15')
157 R&R (36'X6')	166 R&R (46'X8')
167 R&R (20'X19')	176 R&R (22'X31')
168 R&R (5'X41')	177 R&R (28'X14')
169 R&R (14'X31')	178 R&R (106'X7')
170 R&R (26'X10')	179 R&R (23'X31')
171 R&R (63'X5')	180 R&R (43'X20')
172 R&R (10'X52')	181 R&R (55'X5')
173 R&R (22'X31')	182 R&R (29'X32')
174 R&R (40'X4')	183 R&R (56'X15')
175 R&R (79'X5')	184 R&R (60'X28')



NOT TO SCALE



LEGEND (LOCATIONS APPROXIMATED)

AC R&R

*ALL R&R TO BE DETERMINED JUST PRIOR TO PROJECT START BY PMS STAFF. LOCATION MAP TO BE UPDATED AT THAT POINT.

131 R&R (10'X9')	140 R&R (66'X7')	149 R&R (4'X44')	158 R&R (87'X7')	167 R&R (20'X19')	176 R&R (22'X31')
132 R&R (31'X7')	141 R&R (96'X4')	150 R&R (80'X8')	159 R&R (87'X9')	168 R&R (5'X41')	177 R&R (28'X14')
133 R&R (46'X19')	142 R&R (17'X6')	151 R&R (33'X9')	160 R&R (31'X33')	169 R&R (14'X31')	178 R&R (106'X7')
134 R&R (19'X11')	143 R&R (56'X8')	152 R&R (101'X11')	161 R&R (7'X4')	170 R&R (26'X10')	179 R&R (23'X31')
135 R&R (18'X10')	144 R&R (18'X16')	153 R&R (40'X6')	162 R&R (57'X22')	171 R&R (63'X5')	180 R&R (43'X20')
136 R&R (109'X5')	145 R&R (52'X5')	154 R&R (29'X8')	163 R&R (18'X30')	172 R&R (10'X52')	181 R&R (55'X5')
137 R&R (64'X5')	146 R&R (24'X8')	155 R&R (33'X16')	164 R&R (26'X42')	173 R&R (22'X31')	182 R&R (29'X32')
138 R&R (78'X7')	147 R&R (33'X11')	156 R&R (32'X7')	165 R&R (62'X15')	174 R&R (40'X4')	183 R&R (56'X15')
139 R&R (19'X14')	148 R&R (5'X4')	157 R&R (36'X6')	166 R&R (46'X8')	175 R&R (79'X5')	184 R&R (60'X28')

MATCH LINE A ; SEE SHEET 2

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: QUARTERLY STATUS REPORT

RECOMMENDATION:

Receive and file.

BACKGROUND:

The Quarterly Status Report is formatted to keep the Board informed of the current status of District goals and objectives. It is also intended that these reports convey status, priority and milestones in order to assist the Board in its decision making process and to better direct staff and resources.

ATTACHMENTS:

1. Quarterly Status Report.



QUARTERLY STATUS REPORT

OCT-DEC 2018



MISSION STATEMENT: The mission of the Rossmoor Community Services District is to provide superior, cost-effective, services that enhance the quality of life for the residents of Rossmoor.

GOAL I—SAFETY: The District will use all possible means to ensure the safety of the community through the utilization of its public safety resources.

Objective 1: Meetings with County Sheriff - Former General Manager James D. Ruth met with OCSD Lt. Pat Rich to discuss street sweeping issues and potential solutions. We are waiting for an operational analysis by R.F. Dickson to explore options for our Board and the County's staff to consider. Informal contacts by the Sheriff's Office keep us aware of any current crime issues that may be occurring in Rossmoor. We have partnered with the OCSD on crime, safety and educational programs and held another successful Drug Take Back Day at Rush Park in October. The Annual Toy/Gift Drive will be held in November/December at Rush Park.

Objective 2: Meetings with OCFA - The Orange County Fire Authority gave two informational presentations at the December and January RCSD regular Board Meetings. One of the presentations dealt with fire safety and the other presentation discussed improvement in agency efficiency and response times as a result of the consolidation of firefighter and EMT units. There have been no reportable actions this quarter.

Objective 3: Street Lighting - The General Manager met several times with the Budget Committee and Southern California Edison Company regarding their proposal to replace current technology high pressure sodium SCE owned streetlights with LED technology. John King, Southern California Edison Manager of Street Light Projects, has assured us that we are still on schedule for December 2018/January 2019 for conversion of the street lighting in Rossmoor.

GOAL II—FINANCIAL STABILITY: The District will maximize its available resources and ensure financial stability by maintaining a balanced budget and adhering to all applicable financial policies.

Objective 1: Grant Funds - In order to maximize available resources in Rossmoor, staff continues explore government grant opportunities

Objective 2: Investments - Our investment portfolio has been managed in accordance with our investment policy relative to the state of the economy.

Objective 3: Community Volunteers - The District continues to seek out opportunities for volunteers, as these opportunities may arise.

Objective 4: User Fees - The permit and rental revenue continues to rise due to increased fees approved by the Board and because the facilities are rented and managed well. Staff is currently looking at upgrades to enhance the District's facilities.

Objective 5: Fiscal Status - The District Reserve Fund is healthy and has continued to grow with the economy and our frugal management of operating costs. In FY 2017-2018 \$176,185 was transferred to the reserve fund, increasing the total reserve amount to \$1,009,301.

Since there were no challengers to the Board incumbents, an election was not required. Therefore, the District saved the \$7,500 budgeted amount in the 2018-2019 Budget.

The Five-Year Fiscal Plan is currently being updated and will be submitted to the Board at the December 2018 or January 2019 Board meeting.

GOAL III—URBAN FOREST: The District will promote, protect and maintain a healthy urban forest in Rossmoor.

Objective 1: Planting Parkway and Park Trees - The District continues to plant trees in vacant parkways and park spaces to replace previously removed trees. The planting palette consists of a variety of parkway trees that are diverse in species and have been determined as suitable to Rossmoor's coastal climate. Species may be removed from the planting list if they develop a higher than acceptable failure rate due to susceptibility to pest or disease. Species that are determined to be suitable for street and/or park trees may be added to the list as they become available through nursery growers and the District's contract arborist.

Objective 2: Trimming of Parkway Trees - District trees are pruned on a four-year grid cycle. Rossmoor is divided into four districts, with one district being trimmed each year. The annual grid trim for District 4 will begin in winter 2018, depending on contractor availability.

Off-grid trims were completed as needed, for crown thinning and structural pruning of young trees
The District continues to coordinate safety and clearance trims with Orange County Public Works

Objective 3: Condition of Park and Parkway Trees - Rossmoor trees continue to be monitored regularly for health, maintenance and safety issues. The urban forest of Rossmoor has been greatly affected by drought and disease. Mature trees that were planted when the neighborhood was built continue to decline due to age and stress from environmental and biological issues such as drought, pest and disease. The District continues to water both newly planted trees and drought stressed mature trees that are not being watered by residents. 21 high value, mature Sycamore trees were treated for PSHB/Fusarium in July, 2018. Trees will be monitored and checked in spring 2019 for results of this treatment. Letters are sent to residents who are in violation of the District's tree policy. Violations include illegal trims, removals and plantings.

Objective 4: Educating the Public on Benefits and Care of the Urban Forest - Inquiries and concerns from residents are addressed by the RCSD Tree Consultant. Informational brochures and flyers are continually provided to residents, real estate agents and contractors. Additionally, a new RCSD info-graphic was added to the District website. Infrastructure FAQs and contact information was also provided. Arboriculture related articles continue to be published in the RCSD newsletter and on the website. RCSD's Arbor Day Celebration took place on March 14, 2018 at Rossmoor Park. An Arbor Day event

will be scheduled for 2019. The Rush Park and Rossmoor Park Tree Walk has been implemented with tree identification signs posted on trees along a designated walk, with map available online and in print.

GOAL IV—PROPERTY MAINTENANCE: The District will endeavor to ensure that all of its properties are maintained in a safe and proper working order.

Objective 1: Inspection of District Properties - Foster Park Improvements: A 10 X 16 section of concrete was poured and a picnic table with a X –Cavator toy in the sand area to improve park usage. Rush and Rossmoor park turf areas were dethatched, aerated, fertilized and re-seeded by BrightView Landscaping Company. This procedure will guarantee us green grass throughout the winter.

Objective 2: Maintenance of District Properties - South Bay Heating & Conditioning Inc. serviced the HVAC units in all facilities. No issues were found. All the sewer lines were serviced by Perspective, the District's sewer line contractor. District staff continues to water newly-planted trees once per week throughout the community. Exterminator Pest Control Company serviced the exterior perimeter of all facilities. AEDs are up to date in all the facilities. BrightView pressure-washed Rossmoor Park tennis and basketball courts and Roto-tilled the playground sand pits at both Rush and Rossmoor Parks.

Objective 3: Maintenance Record Keeping - BrightView's monthly maintenance report continues to be evaluated for conformance with contract requirements.

Objective 4: Water Conservation - The District is in compliance with Golden State Water Company's standards.

Objective 5: Best Practices for Conservation of Resources - BrightView Maintenance Services and District Staff continues to work hard monitoring and adjusting the irrigation controllers to assure proper watering of the turf areas.

GOAL V—RECREATION: The District will endeavor to create a livable community and promote healthy lifestyles aimed at enhancing the quality of life through use of recreational activities.

Objective 1: Special Events - The District offered its third summer of combining both Concerts and Movies in the Park events at Rush Park. The feedback from the events was positive and everyone seemed to enjoy all the events offered over the summer months. Planning and meetings are underway for the 4th Rossmoor Winter Festival. With a few minor changes and added attractions the event seems to be coming along and will be a great way to keep bringing holiday spirit to Rossmoor.

Objective 2: Recreation/Athletic Facilities - The Rossmoor Park Community Center is currently being utilized by the Youth Center's after school program, Rossmoor After School Club and Academic Learning Services (R.A.S.C.A.L.S.) and The Children's Garden pre-school program. Los Alamitos Girls Softball (LAGSL) continues to utilize the fields and are in compliance with the MOU. A storage container at Rossmoor Park is being utilized by both programs and provides adequate space for all.

Objective 3: Accessibility of Recreation/Athletic Facilities - Recreation staff is researching ideas for revenue sharing programs and class offerings to the community.

Objective 4: User Fees-Recreation/Athletic Facilities - Recreation staff is monitoring compliance of MOU's and Contract Services Agreements (CSA's) for commercial use of District Property.

GOAL VI—COMMUNICATION: The District will expand upon the availability of information to Rossmoor residents by communicating important and timely information.

Objective 1: District Website/Social Media - The online tennis and picnic reservation platform is being regularly utilized by patrons. Website additions include winter event promotions, I-605 Katella/Interchange Project, public outreach and notifications regarding Rossmoor Asphalt and Concrete Remedial Repairs, Los Alamitos Road Striping and Construction, co-agency event promotions and e-blasts with the OC Sheriff's Department, Orange County Public Works, Rossmoor Womans Club and other community event hosts. Website traffic is strong and continues to grow. Web content and promotions are continually enhanced. The Rossmoor Winter Festival promotions have amplified this quarter via the website and social media—including a new dedicated Rossmoor Winter Festival Facebook Page.

Objective 2: Quarterly Newsletter - The latest edition of the newsletter was sent and emailed in October. The publication covered several timely and popular topics, featuring General Manager Jim Ruth's retirement, The Rossmoor Winter Festival, launch of the new District Tree Walk, online video facility tours, Community Programs, etc. Articles addressed Summer Social Skills Camp, Rossmoor Holiday Home Tour, Li'l Cottonwood Shoe Drive, Annual Toy/Gift Drive and more. The newsletter continues to receive positive feedback and new e-subscribers. It also drives significant web traffic to the District website.

Objective 3: Community Input - Several E-blasts and bulletins were sent out encouraging the public's attendance at the RCSD Board Meetings to discuss and receive input on issues of community concern. On October 9, 2018 the public was invited to bid farewell to outgoing General Manager James D. Ruth's at a pre-board meeting Retirement Reception and to meet and greet the incoming General Manager Joe Mendoza. The event was successful and well attended by District Board, staff, citizens and local business and community leaders. The District has also sent out partnership communications with the Orange County Sheriff's Department regarding the upcoming Drug Take Back Day and other items of benefit to our residents. Social Media Campaigns and post sharing have generated reciprocity as well as positive community feedback. We continue to receive inquiries and communications from the public via our website contact form.

Objective 4: Promotion of District Programs - The District's newsletter, e-blasts, flyers, brochures, signs, banners, website posts, press releases and social media continue to be successfully utilized in the promotion of District programs and events and have proven to be budget-friendly and effective. We have created attractive branding for new and existing programs. This quarter the District launched its new Tree Walk Identification Educational Program at Rush and Rossmoor Parks. Tree Walk Species Identification Maps have been uploaded to the RCSD Website and are available for resident use. Per the Board's request, we are working to promote the new program to local schools.

Online Facility Video Tours have been completed and uploaded to the District website allowing patrons to view facilities remotely prior to reserving a space. Whenever possible, the District partners with the Rossmoor Homeowners Association and other agencies to amplify its promotional reach.

The Little Free Library was installed at Kempton Mini-Park. The library experienced immediate use on the very first day and is being consistently used and enjoyed by local families. A resident with two small children made a point of approaching staff and thanking us for installing the Little Free Library, remarking that it had already become a destination on their daily walk.

GOAL VII—COOPERATIVE RELATIONSHIPS: The District will endeavor to work closely with other local, state and federal agencies.

Objective 1: Los Alamitos School District - The General Manager continues to work closely with LAUSD on matters of general interest. The Los Alamitos Unified School District recently gave a school safety presentation to the Rossmoor Board and community. District staff is working with the District to acquire a used portable building for installation at Rush Park. Once installed, the portable building will provide much needed space for staff and allow existing space to be repurposed to potentially serve patrons with additional community programs and rental opportunities.

Objective 2: Neighboring Jurisdictions - The General Manager continues to work closely with neighboring jurisdictions and has met with/had discussions with business leaders, citizens and officials from the adjoining cities to discuss matters of general interest.

Objective 3: County of Orange - The General Manager has always worked closely with the County of Orange, LAFCO, and CSDA, and will continue to keep the District informed of national and statewide legislative and economic matters having potential impacts on our community.

GOAL VIII—NEW INITIATIVES: The District will evaluate new initiatives as they come to the attention of the Board.

Objective 1: Community Concerns - The General Manager has met with residents on various issues which did not rise to a level requiring Board action.

Objective 2: Report to the Community - The community is kept apprised of community issues through reports to the Board as a part of the District's monthly Board meetings, the District's website and through dissemination of the Quarterly Newsletter, email blasts, press releases and social media.

GOAL IX—CLEAN STREETS: The District will effectively manage street sweeping operations in the community.

Objective 1: Regular Street Sweeping - The street sweeping contract with the R.F. Dickson Co. remains in place. RCSD Board President DeMarco and former General Manager Jim Ruth have met with R.F. Dickson Manager Terry Roberts, Orange County Supervisor Steel's Field Representative Tim Whitacre and Orange County Sheriff's Department Lieutenant Pat Rich to discuss potential options to resolve recent resident complaints relative to street sweeping hours and citations issued after the sweeper has passed. Newly appointed General Manager Joe Mendoza will continue to develop options and potential solutions.

Objective 2: Street Sweeping Enforcement - Parking restrictions continue to be enforced by the Orange County Sheriff's Department. Parking violations occurring during street sweeping hours are issued citations.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: QUARTERLY RECREATION REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Recreation Report. This report is intended to provide the Board with the status of the activities and programs being performed in the furtherance of the District's recreation program. The report was prepared by the District's Recreation Superintendent, Chris Argueta.

ATTACHMENTS:

1. Quarterly Recreation Report.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

November 2018

SUMMARY

The District's Recreation Department wrapped up its summer schedule in August, which included another successful summer of Movies, Concerts and Shakespeare in the Park events.

2018 marked the 18th summer of offering free movies in the park events at Rush Park and with each year, the popularity of the summer event seems to grow. As a result, Recreation staff continues to look for ways to improve event offerings and staffing needs.

Some of the recent accomplishments by the Recreation Department include:

- Conclusion of the Youth Center's Rossmoor Park Summer Day Camp program
- Beginning of the Youth Center's Rossmoor After School Club and Academic Learning Services (R.A.S.C.A.L.S) afterschool program at the Rossmoor Park Community Room.
- Co-sponsorship of the 4th of July Fireworks Spectacular at the Joint Forces Training Base
- Meeting with the Rossmoor Winter Festival Committee
- Commencement of monthly Community Festival meetings
- Professional Tennis Instructors are continuing to improve the tennis program

Summer Movies, Concerts and Shakespeare in the Park events were once again highly attended by the community. This year's summer movie choices included *Despicable Me 3*, *Cars 3*, along with *Coco* which proved to be a crowd favorite and drew a large crowd. Recreation staff provided free pre-movie themed activities for each movie. *Despicable Me 3* activities included: character mask and hat station, creating minion characters with plastic eggs and paper rolls to take home and enjoy as well as allowing the kids to make minion themed necklaces to wear, also coloring activities and bounce houses. *Coco* activities included character themed arts and crafts, making Dia De Los Muertos masks to wear and ornaments to take home, and movie themed felt coloring pages, along with coloring stations and bounce houses. *Cars 3* activities included movie themed arts and crafts, build your own movie character mask to color and wear, color your own car toy, other coloring options and bounce houses.

With the combination of the concert and movie events this summer, attendance levels at these events were good and well received. *Stone Soul* opened the summer concert series in June with a great mixture of soul and funk. July's performance by *Elm Street Band* was definitely a treat as always with the surf rock band appearing to have a good size crowd in attendance to come enjoy another great performance, *The Emperors* closed out the summer at our early August event by rocking the stage and getting people on their feet and dancing throughout the evening. Next summer in an effort to increase attendance levels, District staff plans to bring in popular local bands that can make our events memorable and fun for all in attendance.

Shakespeare in the Park events included the theatrical performances of *The Winter's Tale* and *The Merry Wives of Windsor*. These events are highly anticipated and well attended. The Shakespeare by the Sea crew produced both of the performances. Staff and volunteer sheriff's deputies were on hand at all of our summer events this year, to oversee operation and safety to all of the Rush Park events.

The Youth Center's Rossmoor Park Summer Day Camp ended their 9 week program for their 30th summer at Rossmoor Park. On average, 120 youth (ages 5-12yrs old) enjoyed daily arts and crafts, outdoor activities, special events, field trips, tournaments and contests. Under the direction of a new and highly motivated summer camp Director, the Youth Center had one of its busiest summers to date. Recreation staff worked closely with Youth Center Director and staff to address park and facility cleanliness and participant's safety. A post-summer meeting took place between Youth Center and District staff to recommend improvements for future years. Recreation staff, along with the afterschool Youth Center staff, continues to meet throughout the school year to discuss ways to keep the kids in the program active and engaged in different types of activities. Also ways to incorporate different school subjects into the activities to encourage scholastics.

Each year the RCSD contributes a donation to the Annual 4th of July Fireworks Spectacular held at the Joint Forces Training Base. As an event stakeholder, RCSD receives a vendor space to setup the RCSD booth at the VIP staging area. District Recreation staff was present at this year's event to promote summer events. This is the 6th year the event has taken place on the Tarmac allowing for a better event area, providing more room and better attendance.

With the holidays right around the corner again, the countdown to the District's 4th Annual Rossmoor Winter Festival on December 14th 2018 has begun, along with the planning of the event. The Festival Committee began to meet earlier this year compared to last year and hopes to make the Festival even better. With many new ideas and suggestions on how to improve the Festival, the Committee is working hard to make it a special evening again for all of those in attendance.

Community Festival meetings with the Festival planning committee have begun. This marks the 6th year of the committee members partaking in the event planning process. Items discussed include areas for improvement such as additional volunteers, additional sponsors, setup/cleanup, etc. To gain volunteer support, the Committee discussed offering incentives for community sports groups and non-profits participation. The Rossmoor Homeowners Association will ask for the RCSD's continued support, including stage rental and staffing.

With the addition of a second tennis instructor to the District's tennis program, there has been continuous improvement to the overall program and goal of the District to provide more services and opportunities to the community. Instructors Fernando Molina and Beau Berglund have many years between them of playing at a high level as well as teaching children and adults.

As a goal of the Recreation Department to provide services to the community, Recreation staff is researching ideas to improve the District's tennis program online. The District will consider evolving the program to offer more online reservations for courts and instructors for all ages and skill levels including for innovative workout classes and drop in play.

During this quarter recreation staff provided and planned the following projects:

- Continued collaboration with the Youth Center to offer an array of activities for the After School program at Rossmoor Park;
- Preparing with the Rossmoor Homeowners Association for the annual Community Festival;
- Coordination of the Annual School Ghoul Event at Rush Park;
- Discussion about adding and implementing more online reservation options; and
- Gathering quotes and planning for the District's upcoming Winter Festival on December 14, 2018.

The 7th Annual School Ghoul Event was held on Sunday, October 28, 2018. The annual event is a fundraiser for Los Alamitos Unified School District schools and promotes health and wellness in the community. The directors of the School Ghoul event continue to provide RCSD staff with all required documentation and permitting requirements. Recreation staff worked closely with the directors of the event to ensure the event was safe and enjoyable for all participants.

Respectfully Submitted By

Chris Argueta
RCSD Recreation Superintendent



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-4

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: QUARTERLY TREE REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Tree Report. This report is intended to provide the Board with the status of the work being performed in the maintenance and preservation of the community's urban forest. The report was prepared by the District's Tree Consultant, Mary Kingman.

ATTACHMENTS:

1. Quarterly Tree Report.

2018 Tree Trimming, Planting, Removals, Failures and Service Requests

Month	Safety Trim OCPW	Small Trim WCA	Medium Trim WCA	Large Trim WCA	24" Box Plant	Sp 24" or 36" Box Plant	Small Tree Removal	Tree Failures - Weather	Tree Removals - Parkways	Tree Removals Parks	Tree Health Care	Resident Service Request
January-18		9	233	190	40							45
February-18										13		26
March-18		1	17	42	23		1		31	1		32
1st Quarter Totals		10	250	232	63		1		31	14		103
April-18	58				34		1			4		30
May-18				37	12				20			22
June-18			14	33								51
2nd Quarter Totals	58		14	70	46		1		20	4		103
July-18											21	50
August-18		3	32	19			7					48
September-18	61	1	29	6			3	1				40
3rd Quarter Totals	61	4	61	25			10	1			21	138
October-18												
November-18												
December-18												
4th Quarter Totals												
2018 Totals	119	14	325	327	109	0	12	1	51	18	21	344

CURRENT ACTIVITIES

Key: C=Complete I/P=In Progress On/G=Ongoing P=Pending	STATUS
WCA	
Replacement Plantings	On/G
Grid Trimming	P
Off-Grid Maintenance Trims	On/G
OCPW	
Tree Removals	On/G
County Safety Trims	On/G
RCSD	
Tree Watering	On/G
Small Branch Pruning - Sucker Growth, etc.	On/G
Small Tree Removals	On/G

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF OCTOBER 9, 2018

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of October 9, 2018 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Meeting of October 9, 2018 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of October 9, 2018 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, October 9, 2018

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

- a. California Senator Janet Nguyen presentation of Proclamation of Outstanding Achievement to outgoing Rossmoor Community Services District General Manager, James D. Ruth

Jack Emmett, representative for Senator Janet Nguyen, presented James D. Ruth with a Proclamation of Outstanding Achievement. Photos were taken. Applause ensued.

- b. Office of Orange County Supervisor Michelle Steel Re: Proclamation of Outstanding Achievement: Rossmoor Community Services District General Manager, James D. Ruth

Tim Whitaker, representative for Supervisor Michelle Steel, presented James D. Ruth with a Proclamation of Outstanding Achievement. Photos were taken. Applause ensued.

- c. President Tony DeMarco Re: Retirement Award of Outstanding Achievement: Rossmoor Community Services District General Manager, James D. Ruth.

President DeMarco presented Jim Ruth with a crystal award engraved with the quote, "Every day is a gift" and an Angels baseball signed by all the staff. He also presented Jim's wife, Linda Ruth, with a colorful bouquet of flowers. Photos were taken. Applause ensued. The presentations were received and filed.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Candidate Mike Monin announced he was running for the Vice President position on the Independent Special District Association (ISDOC). He briefed the Board of Directors on his qualifications and asked for their vote.

RHA President Ralph Vartabedian offered kind words and sentiments to outgoing General Manager James D. Ruth. He presented him with a plaque from the Rossmoor Homeowners Association. Photos were taken. Applause ensued.

D. REPORTS TO THE BOARD:

1. RECEIVE THE REPORT OF THE AUDIT COMMITTEE AND APPROVE FY 2017-2018 ANNUAL AUDIT REPORT.

In accordance with Policy No. 3025, the Audit Committee met on September 25, 2018 with the District's Auditor and staff to review a draft of the District's FY 2017-2018 Annual Audit Report. The Audit Committee reviewed the report in detail. The Committee was apprised by the Auditor that the District had received an unmodified audit, the highest rating possible. The report was received and filed.

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—SEPTEMBER 11, 2018

1b. MINUTES REGULAR BOARD MEETING—SEPTEMBER 27, 2018

2. REVENUE AND EXPENDITURE REPORT—AUGUST 2018

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

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 18-09-11-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE 2018 ROSSMOOR WINTER FESTIVAL AND APPROVAL OF RESOLUTION NO. 18-10-09-01 RE: BOARD APPROVAL FOR THE SERVING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL

The General Manager reported that for the last three years the RCSD Board has approved the annual Rossmoor Winter Festival and associated activities, one of which was a beer and wine garden to be organized and sponsored by the Seal Beach Lions Club, a local non-profit group. This year the Seal Beach Lion's Club is requesting to organize a beer garden at the fourth annual Rossmoor Winter Festival. Should the Board approve moving ahead with the request, attached Resolution No. 18-10-09-01 must also be approved and is required for dispensing of alcohol on District property.

Recommendation to approve Resolution No. 18-10-09-01 by reading the title only and waiving further reading as follows:

RESOLUTION NO. 18-09-11-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE 2018 ROSSMOOR WINTER FESTIVAL AND APPROVAL OF RESOLUTION NO. 18-10-09-01 RE: BOARD APPROVAL FOR THE SERVING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL

Discussion ensued relative to beer garden safety and security practices and enforcement. President DeMarco expressed concerns about the potential for underage drinking and whether alcohol was appropriate for the Winter Festival. Directors Nitikman and Casey opined in favor of the Beer Garden, however they requested more information and accountability regarding the funds generated by the Seal Beach Lions Club. Motion by Director Nitikman, seconded by Director Casey to approve and adopt Resolution No. 18-10-09-01, by roll call vote by reading the title only and waiving further reading. Motion passed 2-1, with President DeMarco voting No.

ORDINANCES—None

H. REGULAR CALENDAR:

1. ELECTION OF INDEPENDENT SPECIAL DISTRICT OF ORANGE COUNTY (ISDOC) OFFICERS

Authorize the General Manager to submit a ballot for the election of ISDOC Officers. As a member agency of ISDOC, the District is eligible to submit a ballot for the election of its officers. Attached is a letter from ISDOC asking each member District to submit its ballot for the following seats: *President, First Vice President, Second Vice President, Third Vice President, Secretary and Treasurer* on the Executive Committee of the Independent Special Districts of Orange County (ISDOC). ISDOC bylaws require a majority vote of the member districts in order to certify the election. With approval of the Board, the General Manager will submit a ballot prior to the posted deadline of October 23, 2018.

Discussion ensued relative to the various candidates. Motion by Director Nitikman, seconded by Director Casey to authorize the District's ISDOC Representative Ron Casey to vote for candidate Michael Posey for President and Mike Monin for Vice President. Motion passed 3-0.

2. DISCUSSION AND POSSIBLE ACTION RE: REQUEST BY THE ROSSMOOR HOMEOWNERS ASSOCIATION (RHA) FOR COSPONSORSHIP OF THE 2019 ROSSMOOR COMMUNITY FESTIVAL

Staff recommendation to approve the request of the RHA for co-sponsorship of the 2019 Rossmoor Community Festival event.

Discussion ensued relative to past practices, staff After Action reports and the potential for improvements in next year's event. RHA Festival Coordinator Bev Houghton stated that in response to popular demand she was planning to bring in more rides for the younger children.

Motion by Director Nitikman, seconded by Director Casey to approve the request of the RHA for cosponsorship of the 2019 Rossmoor Community Festival. Motion passed 3-0.

3. SECOND READING RCSD POLICY NO. 3091 CONTRACT MAINTENANCE

Staff recommendation to give second reading and approve revised Policy No. 3091 Contract Maintenance.

Brief discussion ensued relative to the purpose of the policy. Discussion ensued relative to the minor changes made as requested at the September Board Meeting. No further changes were requested. Motion by Director Casey, seconded by Director Nitikman to give second reading and approve revised Policy No. 3091 Contract Maintenance. Motion passed 3-0.

4. DISCUSSION AND POSSIBLE ACTION REGARDING PUBLIC EMPLOYMENT, ONE POSITION, TITLE: DISTRICT GENERAL MANAGER.

Approve the Employment Agreement with Joe R. Mendoza and appoint Mr. Mendoza to fill the position of District General Manager pursuant to District Policy No. 2000, "General Manager Duties and Responsibilities".

Brief discussion ensued relative to the recruitment process and the Board's confidence in their decision to hire Mr. Joe Mendoza as the District's new General Manager. Motion by Director Nitikman, seconded by Director Casey to approve the Employment Agreement with Joe R. Mendoza and appoint Mr. Mendoza to fill the position of District General Manager. Motion passed 3-0.

I. GENERAL MANAGER ITEMS:

The General Manager stated that he and District Tree Consultant Mary Kingman had recently met with Orange County Public Works regarding the upcoming concrete repair work. He invited Mary Kingman to report on the concrete repair schedule and the District's new Tree Identification Program and Tree Walk. Mrs. Kingman reported that the concrete repair work would take approximately 3.5 months; however the work could extend to January 2019. She announced that all Rush Park and Rossmoor Park trees had been identified and labeled and the tree walk map would soon be available on the website. She also stated there had been two recent native tree plantings in Rossmoor.

Director Nitikman asked if it would be possible to notify the schools about the new tree walk so that teachers and students could utilize the asset as an educational tool. He also asked if the District promoted California Native Tree Species at its Rossmoor Community Festival Booth. Mary Kingman stated that the District offered a variety of urban forest related information at its festival booth, including information on native species. Staff agreed to notify the school district regarding the tree walk and post the map to the website. The report was received and filed.

J. BOARD MEMBER ITEMS:

Director Casey thanked everyone for their attendance at James D. Ruth's Farewell Reception and Awards Ceremony. He stated that it had been an absolute pleasure to work with Jim over the past five years. Anything the District needed was facilitated by Mr. Ruth's extensive network. He

complimented him on his effective utilization of District staff and always being able to get things done.

Director Nitikman concurred with Director Casey. He stated that Jim Ruth had been a great asset to the community and the Board—they would never be able to thank him enough. Director Nitikman stated that he would miss their breakfast meetings and conversations adding that he would buy Jim breakfast in the near future. On an unrelated note, he stated that there was a street light outage near his neighbor's home on Brimhall Road in Rossmoor.

President DeMarco welcomed Joe Mendoza to his new position as General Manager of the Rossmoor Community Services District. He remarked that the breakfast meetings were a great idea and suggested that each of the Board Members take the time over the next few weeks to meet with Joe Mendoza over breakfast. He commented that he was eager to work with Mr. Mendoza. President DeMarco announced that he had attended the Los Alamitos Unified School District Walk/Bike to School Event earlier in the week. The event, which encouraged children to walk/bike to school rather than drive, drew a significant turnout of over 200 people. President DeMarco thanked everyone for their attendance at James D. Ruth's Farewell Reception and Awards Ceremony. He stated that he was very proud to have worked with Jim Ruth and the entire District and community had been blessed as well. He concluded by wishing Jim Ruth the very best—it had been a pleasure knowing and working with him.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Nitikman, seconded by Director Casey to adjourn the regular meeting at 8:50 p.m.
Motion passed 3-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2.

Date November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT -SEPT, 2018

RECOMMENDATION:

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

BACKGROUND:

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

ATTACHMENTS:

1. Revenue & Expenditure Report for the month of September, 2018.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 September 2018 @ 25.0%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	954,930.00	954,930.00	31,979.13	21,946.67	922,950.87	3.3
STREET LIGHT ASSESSMENTS	339,900.00	339,900.00	11,145.74	7,651.69	328,754.26	3.3
USE OF MONEY AND PROPERTY	8,000.00	8,000.00	5,049.02	0.00	2,950.98	63.1
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	54,679.07	54,679.07	5,720.93	90.5
FEES AND SERVICES	190,000.00	190,000.00	41,349.75	11,455.00	148,650.25	21.8
OTHER REVENUE	22,000.00	22,000.00	435.60	285.60	21,564.40	2.0
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,575,230.00	1,575,230.00	144,638.31	96,018.03	1,430,591.69	9.2
Expenditures						
ADMINISTRATION	818,279.00	818,279.00	231,978.94	69,018.28	586,300.06	28.3
RECREATION	41,400.00	41,400.00	16,566.97	993.14	24,833.03	40.0
ROSSMOOR PARK	107,900.00	107,900.00	18,655.60	4,646.94	89,244.40	17.3
MONTECITO CENTER	20,624.00	20,624.00	4,826.30	2,092.88	15,797.70	23.4
RUSH PARK	127,480.00	127,480.00	34,741.44	9,292.29	92,738.56	27.3
STREET LIGHTING	103,000.00	103,000.00	26,096.17	8,647.09	76,903.83	25.3
ROSSMOOR WALL	2,300.00	2,300.00	1,062.04	0.00	1,237.96	46.2
STREET SWEEPING	55,120.00	55,120.00	14,009.79	4,841.00	41,110.21	25.4
PARKWAY TREES	113,380.00	113,380.00	18,477.02	7,793.74	94,902.98	16.3
MINI-PARKS, MEDIANS & TRIANGLE 4. 5	13,392.00	13,392.00	8,499.90	2,378.96	4,892.10	63.5
Total Expenditures	1,402,875.00	1,402,875.00	374,914.17	109,704.32	1,027,960.83	26.7

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

\$ 1,009,301.00

REVENUE REPORT
September 2018 @ 25%

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Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	954,930.00	954,930.00	31,979.13	21,946.67	0.00	922,950.87	3.3
ASSESSMENTS	339,900.00	339,900.00	11,145.74	7,651.69	0.00	328,754.26	3.3
USE OF MONEY AND PROPERTY	8,000.00	8,000.00	5,049.02	0.00	0.00	2,950.98	63.1
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	54,679.07	54,679.07	0.00	5,720.93	90.5
FEES AND SERVICES	190,000.00	190,000.00	41,349.75	11,455.00	0.00	148,650.25	21.8
OTHER REVENUE	22,000.00	22,000.00	435.60	285.60	0.00	21,564.40	2.0
Dept: 00	1,575,230.00	1,575,230.00	144,638.31	96,018.03	0.00	1,430,591.69	9.2
Revenues	1,575,230.00	1,575,230.00	144,638.31	96,018.03	0.00	1,430,591.69	9.2
Grand Total Net Effect:	1,575,230.00	1,575,230.00	144,638.31	96,018.03	0.00	1,430,591.69	

Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	656,214.00	656,214.00	171,790.59	54,438.33	0.00	484,423.41	26.2
OPERATIONS AND MAINTENANCE	101,065.00	101,065.00	41,650.47	7,325.03	0.00	59,414.53	41.2
CONTRACT SERVICES	59,000.00	59,000.00	17,152.10	7,254.92	0.00	41,847.90	29.1
CAPITAL EXPENDITURES	2,000.00	2,000.00	1,385.78	0.00	0.00	614.22	69.3
ADMINISTRATION	818,279.00	818,279.00	231,978.94	69,018.28	0.00	586,300.06	28.3
Dept: 20 RECREATION							
SALARIES AND BENEFITS	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	40,000.00	40,000.00	16,306.39	849.55	0.00	23,693.61	40.8
CONTRACT SERVICES	800.00	800.00	260.58	143.59	0.00	539.42	32.6
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
RECREATION	41,400.00	41,400.00	16,566.97	993.14	0.00	24,833.03	40.0
Dept: 30 ROSSMOOR PARK							
OPERATIONS AND MAINTENANCE	77,800.00	77,800.00	10,112.73	1,760.27	0.00	67,687.27	13.0
CONTRACT SERVICES	30,100.00	30,100.00	8,542.87	2,886.67	0.00	21,557.13	28.4
ROSSMOOR PARK	107,900.00	107,900.00	18,655.60	4,646.94	0.00	89,244.40	17.3
Dept: 40 MONTECITO CENTER							
OPERATIONS AND MAINTENANCE	15,424.00	15,424.00	3,536.69	1,534.27	0.00	11,887.31	22.9
CONTRACT SERVICES	4,700.00	4,700.00	1,289.61	558.61	0.00	3,410.39	27.4
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER	20,624.00	20,624.00	4,826.30	2,092.88	0.00	15,797.70	23.4
Dept: 50 RUSH PARK							
OPERATIONS AND MAINTENANCE	97,580.00	97,580.00	26,469.03	6,406.08	0.00	71,110.97	27.1
CONTRACT SERVICES	29,900.00	29,900.00	8,272.41	2,886.21	0.00	21,627.59	27.7
RUSH PARK	127,480.00	127,480.00	34,741.44	9,292.29	0.00	92,738.56	27.3
Dept: 60 STREET LIGHTING							
CONTRACT SERVICES	103,000.00	103,000.00	26,096.17	8,647.09	0.00	76,903.83	25.3
STREET LIGHTING	103,000.00	103,000.00	26,096.17	8,647.09	0.00	76,903.83	25.3
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
ROSSMOOR WALL	2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
Dept: 70 STREET SWEEPING							

EXPENDITURE REPORT
September 2018 @ 25%

Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 70 STREET SWEEPING							
CONTRACT SERVICES	55,120.00	55,120.00	14,009.79	4,841.00	0.00	41,110.21	25.4
STREET SWEEPING	55,120.00	55,120.00	14,009.79	4,841.00	0.00	41,110.21	25.4
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	780.00	780.00	169.11	48.30	0.00	610.89	21.7
OPERATIONS AND MAINTENANCE	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CONTRACT SERVICES	86,500.00	86,500.00	18,627.91	8,065.44	0.00	67,872.09	21.5
CAPITAL EXPENDITURES	26,000.00	26,000.00	-320.00	-320.00	0.00	26,320.00	-1.2
PARKWAY TREES	113,380.00	113,380.00	18,477.02	7,793.74	0.00	94,902.98	16.3
Dept: 90 MINI-PARKS AND MEDIANS							
OPERATIONS AND MAINTENANCE	10,042.00	10,042.00	7,558.68	2,042.75	0.00	2,483.32	75.3
CONTRACT SERVICES	3,250.00	3,250.00	941.22	336.21	0.00	2,308.78	29.0
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	13,392.00	13,392.00	8,499.90	2,378.96	0.00	4,892.10	63.5
Expenditures	1,402,875.00	1,402,875.00	374,914.17	109,704.32	0.00	1,027,960.83	26.7
Grand Total Net Effect:	-1,402,875.00	-1,402,875.00	-374,914.17	-109,704.32	0.00	-1,027,960.83	

REVENUE/EXPENDITURE REPORT

September 2018 @ 25%

Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current Secured Property Taxes	881,680.00	881,680.00	4,467.87	0.00	0.00	877,212.13	0.5
3001 Current unsecured prop tax	27,000.00	27,000.00	20,008.23	20,008.23	0.00	6,991.77	74.1
3002 Prior secured property taxes	7,100.00	7,100.00	2,309.13	1,261.87	0.00	4,790.87	32.5
3003 Prior unsecured prop taxes	350.00	350.00	0.00	0.00	0.00	350.00	0.0
3004 Delinquent property taxes	800.00	800.00	724.78	0.00	0.00	75.22	90.6
3010 Current supplemental assessmnt	24,000.00	24,000.00	4,469.12	676.57	0.00	19,530.88	18.6
3020 Public utility tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
PROPERTY TAXES	954,930.00	954,930.00	31,979.13	21,946.67	0.00	922,950.87	3.3
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	339,900.00	339,900.00	11,145.74	7,651.69	0.00	328,754.26	3.3
ASSESSMENTS	339,900.00	339,900.00	11,145.74	7,651.69	0.00	328,754.26	3.3
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	8,000.00	8,000.00	5,049.02	0.00	0.00	2,950.98	63.1
USE OF MONEY AND PROPERTY	8,000.00	8,000.00	5,049.02	0.00	0.00	2,950.98	63.1
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.0
3305 County street sweep reimburse	55,000.00	55,000.00	54,679.07	54,679.07	0.00	320.93	99.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	54,679.07	54,679.07	0.00	5,720.93	90.5
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	25,000.00	25,000.00	5,848.75	860.50	0.00	19,151.25	23.4
3405 Wall Rental	500.00	500.00	60.00	20.00	0.00	440.00	12.0
3406 Ball field reservations	25,000.00	25,000.00	8,225.50	1,125.00	0.00	16,774.50	32.9
3410 Rossmoor building rental	18,500.00	18,500.00	1,275.00	445.00	0.00	17,225.00	6.9
3412 Montecito building rental	27,000.00	27,000.00	5,445.50	2,600.50	0.00	21,554.50	20.2
3414 Rush Park Building Rental	94,000.00	94,000.00	20,495.00	6,404.00	0.00	73,505.00	21.8
FEES AND SERVICES	190,000.00	190,000.00	41,349.75	11,455.00	0.00	148,650.25	21.8
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	2,000.00	2,000.00	435.60	285.60	0.00	1,564.40	21.8
3502 Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE	22,000.00	22,000.00	435.60	285.60	0.00	21,564.40	2.0
Dept: 00	1,575,230.00	1,575,230.00	144,638.31	96,018.03	0.00	1,430,591.69	9.2
Revenues	1,575,230.00	1,575,230.00	144,638.31	96,018.03	0.00	1,430,591.69	9.2
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	8,000.00	8,000.00	1,010.00	1,010.00	0.00	6,990.00	12.6
4006 SALARY - ADMINISTRATION	236,000.00	236,000.00	62,133.99	19,827.83	0.00	173,866.01	26.3
4007 Vehicle Allowance	250.00	250.00	37.95	19.55	0.00	212.05	15.2
4008 SALARY - RECREATION	114,764.00	114,764.00	30,924.34	10,036.96	0.00	83,839.66	26.9
4009 SALARY - PARK/TREE MAINTENANCE	142,800.00	142,800.00	39,263.55	10,941.87	0.00	103,536.45	27.5
4010 Workers Compensation Insurance	27,000.00	27,000.00	5,366.01	1,788.67	0.00	21,633.99	19.9
4011 Medical Insurance	91,000.00	91,000.00	22,788.39	7,596.13	0.00	68,211.61	25.0
4015 Federal Payroll Tax -FICA	34,000.00	34,000.00	10,227.74	3,217.32	0.00	23,772.26	30.1
4018 State Payroll Taxes	2,400.00	2,400.00	38.62	0.00	0.00	2,361.38	1.6
SALARIES AND BENEFITS	656,214.00	656,214.00	171,790.59	54,438.33	0.00	484,423.41	26.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	17,500.00	17,500.00	21,974.48	0.00	0.00	-4,474.48	125.6
5004 Memberships and Dues	6,400.00	6,400.00	2,165.00	120.00	0.00	4,235.00	33.8
5006 Travel & Meetings	1,000.00	1,000.00	902.33	0.00	0.00	97.67	90.2

REVENUE/EXPENDITURE REPORT

September 2018 @ 25%

Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5007	Televised Meeting Costs	21,100.00	21,100.00	3,710.20	1,757.60	0.00	17,389.80	17.6
5010	Publications & Legal Notices	6,500.00	6,500.00	2,241.61	1,000.15	0.00	4,258.39	34.5
5012	Printing	1,000.00	1,000.00	126.71	126.71	0.00	873.29	12.7
5014	Postage	2,000.00	2,000.00	1,158.94	216.35	0.00	841.06	57.9
5016	Office Supplies	9,000.00	9,000.00	2,465.42	737.29	0.00	6,534.58	27.4
5020	Telephone	14,365.00	14,365.00	3,031.55	1,114.38	0.00	11,333.45	21.1
5021	Computer Costs	3,700.00	3,700.00	1,899.25	1,006.04	0.00	1,800.75	51.3
5045	Miscellaneous Expenditures	9,000.00	9,000.00	1,193.88	991.62	0.00	7,806.12	13.3
5046	Bank Service Charge	2,000.00	2,000.00	781.10	254.89	0.00	1,218.90	39.1
5050	Elections	7,500.00	7,500.00	0.00	0.00	0.00	7,500.00	0.0
OPERATIONS AND MAINTENANCE		101,065.00	101,065.00	41,650.47	7,325.03	0.00	59,414.53	41.2
Acct Class: 56 CONTRACT SERVICES								
5610	Legal Counsel	23,000.00	23,000.00	10,140.00	2,180.00	0.00	12,860.00	44.1
5615	Financial Audit-Consulting	12,000.00	12,000.00	0.00	0.00	0.00	12,000.00	0.0
5670	Other Professional Services	24,000.00	24,000.00	7,012.10	5,074.92	0.00	16,987.90	29.2
CONTRACT SERVICES		59,000.00	59,000.00	17,152.10	7,254.92	0.00	41,847.90	29.1
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	2,000.00	2,000.00	1,385.78	0.00	0.00	614.22	69.3
CAPITAL EXPENDITURES		2,000.00	2,000.00	1,385.78	0.00	0.00	614.22	69.3
ADMINISTRATION		818,279.00	818,279.00	231,978.94	69,018.28	0.00	586,300.06	28.3
Dept: 20 RECREATION								
Acct Class: 40 SALARIES AND BENEFITS								
4007	Vehicle Allowance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
SALARIES AND BENEFITS		100.00	100.00	0.00	0.00	0.00	100.00	0.0
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5006	Travel & Meetings	550.00	550.00	0.00	0.00	0.00	550.00	0.0
5012	Printing	0.00	0.00	21.72	21.72	0.00	-21.72	0.0
5017	Community Events	30,000.00	30,000.00	8,284.67	827.83	0.00	21,715.33	27.6
5019	Fireworks	8,700.00	8,700.00	8,000.00	0.00	0.00	700.00	92.0
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		40,000.00	40,000.00	16,306.39	849.55	0.00	23,693.61	40.8
Acct Class: 56 CONTRACT SERVICES								
5670	Other Professional Services	800.00	800.00	260.58	143.59	0.00	539.42	32.6
CONTRACT SERVICES		800.00	800.00	260.58	143.59	0.00	539.42	32.6
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
RECREATION		41,400.00	41,400.00	16,566.97	993.14	0.00	24,833.03	40.0
Dept: 30 ROSSMOOR PARK								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	0.00	0.00	10.86	10.86	0.00	-10.86	0.0
5018	Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022	Utilities	14,000.00	14,000.00	2,880.50	21.30	0.00	11,119.50	20.6
5023	Water	25,750.00	25,750.00	2,029.23	0.00	0.00	23,720.77	7.9
5025	SECURED PROP TAX	950.00	950.00	0.00	0.00	0.00	950.00	0.0
5030	Vehicle Maintenance	800.00	800.00	439.90	315.68	0.00	360.10	55.0
5032	Building & Grounds-Maintenance	30,000.00	30,000.00	4,611.22	1,412.43	0.00	25,388.78	15.4
5034	Alarm Systems	850.00	850.00	141.02	0.00	0.00	708.98	16.6
5045	Miscellaneous Expenditures	450.00	450.00	0.00	0.00	0.00	450.00	0.0

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 30 ROSSMOOR PARK								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		77,800.00	77,800.00	10,112.73	1,760.27	0.00	67,687.27	13.0
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	28,000.00	28,000.00	8,125.65	2,618.55	0.00	19,874.35	29.0
5656	Tree Trimming	1,300.00	1,300.00	170.24	121.20	0.00	1,129.76	13.1
5670	Other Professional Services	800.00	800.00	246.98	146.92	0.00	553.02	30.9
CONTRACT SERVICES		30,100.00	30,100.00	8,542.87	2,886.67	0.00	21,557.13	28.4
ROSSMOOR PARK		107,900.00	107,900.00	18,655.60	4,646.94	0.00	89,244.40	17.3
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	0.00	0.00	10.86	10.86	0.00	-10.86	0.0
5018	Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022	Utilities	2,000.00	2,000.00	398.92	171.47	0.00	1,601.08	19.9
5023	Water	1,834.00	1,834.00	1,006.22	651.92	0.00	827.78	54.9
5025	SECURED PROP TAX	790.00	790.00	0.00	0.00	0.00	790.00	0.0
5030	Vehicle Maintenance	800.00	800.00	439.90	315.68	0.00	360.10	55.0
5032	Building & Grounds-Maintenance	4,000.00	4,000.00	1,420.25	266.94	0.00	2,579.75	35.5
5034	Alarm Systems	500.00	500.00	260.54	117.40	0.00	239.46	52.1
5045	Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		15,424.00	15,424.00	3,536.69	1,534.27	0.00	11,887.31	22.9
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	2,800.00	2,800.00	872.85	290.95	0.00	1,927.15	31.2
5656	Tree Trimming	1,100.00	1,100.00	170.24	121.20	0.00	929.76	15.5
5670	Other Professional Services	800.00	800.00	246.52	146.46	0.00	553.48	30.8
CONTRACT SERVICES		4,700.00	4,700.00	1,289.61	558.61	0.00	3,410.39	27.4
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER		20,624.00	20,624.00	4,826.30	2,092.88	0.00	15,797.70	23.4
Dept: 50 RUSH PARK								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	0.00	0.00	10.87	10.87	0.00	-10.87	0.0
5018	Janitorial Supplies	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
5022	Utilities	22,000.00	22,000.00	7,473.74	4,818.91	0.00	14,526.26	34.0
5023	Water	37,080.00	37,080.00	13,892.03	0.00	0.00	23,187.97	37.5
5025	SECURED PROP TAX	3,700.00	3,700.00	0.00	0.00	0.00	3,700.00	0.0
5030	Vehicle Maintenance	800.00	800.00	440.04	315.68	0.00	359.96	55.0
5032	Building & Grounds-Maintenance	28,000.00	28,000.00	4,509.20	1,260.62	0.00	23,490.80	16.1
5034	Alarm Systems	750.00	750.00	143.15	0.00	0.00	606.85	19.1
5045	Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE		97,580.00	97,580.00	26,469.03	6,406.08	0.00	71,110.97	27.1
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	28,000.00	28,000.00	7,855.65	2,618.55	0.00	20,144.35	28.1
5656	Tree Trimming	1,100.00	1,100.00	170.24	121.20	0.00	929.76	15.5
5670	Other Professional Services	800.00	800.00	246.52	146.46	0.00	553.48	30.8

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 50 RUSH PARK								
CONTRACT SERVICES		29,900.00	29,900.00	8,272.41	2,886.21	0.00	21,627.59	27.7
RUSH PARK		127,480.00	127,480.00	34,741.44	9,292.29	0.00	92,738.56	27.3
Dept: 60 STREET LIGHTING								
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	103,000.00	103,000.00	26,096.17	8,647.09	0.00	76,903.83	25.3
CONTRACT SERVICES		103,000.00	103,000.00	26,096.17	8,647.09	0.00	76,903.83	25.3
STREET LIGHTING		103,000.00	103,000.00	26,096.17	8,647.09	0.00	76,903.83	25.3
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,200.00	2,200.00	0.00	0.00	0.00	2,200.00	0.0
5032	Building & Grounds-Maintenance	100.00	100.00	1,062.04	0.00	0.00	-962.04	1062.0
OPERATIONS AND MAINTENANCE		2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
ROSSMOOR WALL		2,300.00	2,300.00	1,062.04	0.00	0.00	1,237.96	46.2
Dept: 70 STREET SWEEPING								
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	55,120.00	55,120.00	14,009.79	4,841.00	0.00	41,110.21	25.4
CONTRACT SERVICES		55,120.00	55,120.00	14,009.79	4,841.00	0.00	41,110.21	25.4
STREET SWEEPING		55,120.00	55,120.00	14,009.79	4,841.00	0.00	41,110.21	25.4
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4007	Vehicle Allowance	780.00	780.00	169.11	48.30	0.00	610.89	21.7
SALARIES AND BENEFITS		780.00	780.00	169.11	48.30	0.00	610.89	21.7
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5030	Vehicle Maintenance	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051	Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
OPERATIONS AND MAINTENANCE		100.00	100.00	0.00	0.00	0.00	100.00	0.0
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	76,000.00	76,000.00	10,781.55	7,676.00	0.00	65,218.45	14.2
5657	Tree Care/Treatments	5,000.00	5,000.00	5,280.00	0.00	0.00	-280.00	105.6
5660	TREE REMOVAL	2,500.00	2,500.00	1,716.25	0.00	0.00	783.75	68.7
5670	Other Professional Services	3,000.00	3,000.00	850.11	389.44	0.00	2,149.89	28.3
CONTRACT SERVICES		86,500.00	86,500.00	18,627.91	8,065.44	0.00	67,872.09	21.5
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	26,000.00	26,000.00	-320.00	-320.00	0.00	26,320.00	-1.2
CAPITAL EXPENDITURES		26,000.00	26,000.00	-320.00	-320.00	0.00	26,320.00	-1.2
PARKWAY TREES		113,380.00	113,380.00	18,477.02	7,793.74	0.00	94,902.98	16.3
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5022	Utilities	1,150.00	1,150.00	182.05	75.04	0.00	967.95	15.8
5023	Water	6,592.00	6,592.00	2,069.60	546.96	0.00	4,522.40	31.4
5032	Building & Grounds-Maintenance	2,000.00	2,000.00	5,307.03	1,420.75	0.00	-3,307.03	265.4
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	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		10,042.00	10,042.00	7,558.68	2,042.75	0.00	2,483.32	75.3

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	2,800.00	2,800.00	872.85	290.95	0.00	1,927.15	31.2
5656 Tree Trimming	400.00	400.00	56.73	40.40	0.00	343.27	14.2
5670 Other Professional Services	50.00	50.00	11.64	4.86	0.00	38.36	23.3
CONTRACT SERVICES	3,250.00	3,250.00	941.22	336.21	0.00	2,308.78	29.0
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	13,392.00	13,392.00	8,499.90	2,378.96	0.00	4,892.10	63.5
Expenditures:	1,402,875.00	1,402,875.00	374,914.17	109,704.32	0.00	1,027,960.83	26.7
Net Effect for GENERAL FUND	172,355.00	172,355.00	-230,275.86	-13,686.29	0.00	402,630.86	-133.6
Change in Fund Balance:			-230,275.86				

REVENUE/EXPENDITURE REPORT

September 2018 @ 25%

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Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	2,932.20	380.10	0.00	377,067.80	0.8
3101 Property assessments-prior yr	3,400.00	3,400.00	543.99	46.42	0.00	2,856.01	16.0
ASSESSMENTS	383,400.00	383,400.00	3,476.19	426.52	0.00	379,923.81	0.9
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	1,058.00	1,058.00	0.00	0.00	0.00	1,058.00	0.0
USE OF MONEY AND PROPERTY	1,058.00	1,058.00	0.00	0.00	0.00	1,058.00	0.0
Dept: 00	384,458.00	384,458.00	3,476.19	426.52	0.00	380,981.81	0.9
Revenues	384,458.00	384,458.00	3,476.19	426.52	0.00	380,981.81	0.9
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619 Bond Trustee	3,048.00	3,048.00	3,323.50	0.00	0.00	-275.50	109.0
CONTRACT SERVICES	23,048.00	23,048.00	3,323.50	0.00	0.00	19,724.50	14.4
Acct Class: 58 DEBT SERVICE							
5800 Principal	295,000.00	295,000.00	294,993.05	0.00	0.00	6.95	100.0
5801 Interest	56,265.00	56,265.00	32,705.00	0.00	0.00	23,560.00	58.1
DEBT SERVICE	351,265.00	351,265.00	327,698.05	0.00	0.00	23,566.95	93.3
RUSH PARK	374,313.00	374,313.00	331,021.55	0.00	0.00	43,291.45	88.4
Expenditures	374,313.00	374,313.00	331,021.55	0.00	0.00	43,291.45	88.4
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	10,145.00	10,145.00	-327,545.36	426.52	0.00	337,690.36	-3,228.6
Change in Fund Balance:			-327,545.36				

REVENUE/EXPENDITURE REPORT
September 2018 @ 25%

Rossmoor Community

For the Period: 7/1/2018 to 9/30/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS							
Expenditures							
Dept: 65 ROSSMOOR WALL							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
CAPITAL EXPENDITURES	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
ROSSMOOR WALL	11,500.00	11,500.00	0.00	0.00	0.00	11,500.00	0.0
Dept: 75 CAPITAL PROJECTS							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5045 Miscellaneous Expenditures	0.00	0.00	1,614.75	538.25	0.00	-1,614.75	0.0
OPERATIONS AND MAINTENANCE	0.00	0.00	1,614.75	538.25	0.00	-1,614.75	0.0
CAPITAL PROJECTS	0.00	0.00	1,614.75	538.25	0.00	-1,614.75	0.0
Expenditures	11,500.00	11,500.00	1,614.75	538.25	0.00	9,885.25	14.0
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	-11,500.00	-11,500.00	-1,614.75	-538.25	0.00	-9,885.25	14.0
Change in Fund Balance:			-1,614.75				
Grand Total Net Effect:	171,000.00	171,000.00	-559,435.97	-13,798.02	0.00	730,435.97	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date: November 13, 2018
To: Honorable Board of Directors
From: General Manager
Subject: LONG TERM/NON PROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY

RECOMMENDATION:

Receive report.

BACKGROUND:

Policy No. 6020 District Parks and Facilities - Long Term Use requires that the General Manager inform the Board of annual renewals of long term User Permits. Attached is a list of pending renewals for the month of January, 2019. Each applicant is considered worthy of the granting a renewed User Permit.

ATTACHMENTS:

1. List of Pending Long Term User Permit Renewals for the Month of January, 2019
2. Policy No. 6020 District Parks and Facilities - Long Term Use.

LIST OF PENDING LONG TERM/NON PROFIT USER PERMIT
RENEWALS FOR 2019

1. CALVARY CHAPEL – January to December – Wednesdays & Sundays – Auditorium, East & West Room
(They have rented our facility since 2000, bringing in revenue of approximately \$30,000.00 per year – attendance under 100)

2. GOND CHURCH – January to December – Sundays only – Auditorium, East & West Room
(They have rented our facility since 2013, bringing in revenue of approximately \$13,000.00 per year – attendance under 100)

3. AL-ANON – January to December – Mondays, Tuesdays & Wednesdays – East Room Only
(They have rented our facility since 2010, bringing in revenue of approximately \$2,000.00 per year – attendance 15 to 20)

Rossmoor Community Services District

Policy

No. 6020

DISTRICT PARKS AND FACILITIES – LONG-TERM USE

6020.10 Long-Term Use Defined: Any person or group requesting recurring monthly or weekly use of District parks or facilities for any activity, event, meeting or gathering for a period of six (6) to twelve (12) months.

6020.20 Community Benefit Required: Long-term use of District facilities will be authorized only when there is a benefit to the community as determined by the Board.

6020.30 Use Greater Than 12 Months: The fixed period of time for long-term use shall be no more than twelve calendar months. Use beyond this time period will require the filing of a new application and approval consistent with the original approval criteria. The General Manager shall notify the Board of each renewal of a long term use request after the first year.

6020.40 User Fees and Deposits: See Policy No. 6015 Establishment of Fees and Charges for the Use of District Parks, Buildings and Facilities for the long-term use of District facilities.

6020.50 Non-profit Use: Proof of non-profit tax status is required for applicants requesting long-term use on a non-profit fee basis.

Adopted: September 14, 1994
 Approved renumbering & format: October 8, 2002
 Reaffirmed: December 10, 2002
 Amended: July 13, 2004
 Amended: August 12, 2008
 Readopted by Ordinance 2014-01: January 14, 2014
 Amended: November 11, 2014
 Readopted by Ordinance 2014-06: November 11, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: November 13, 2018

To: Honorable Board of Directors

From: General Manager

Subject: POTENTIAL AMENDMENT AND/OR UPGRADE TO SOUTHERN CALIFORNIA EDISON LIGHTING AGREEMENT

RECOMMENDATION:

Review and discuss the color choices and wattage for residential and arterial street lights in preparation for the upcoming Rossmoor community wide streetlight upgrade of SCE-owned High Pressure Sodium Vapor (HPSV) streetlights in all District residential and arterial streets with newer Light Emitting Diode (LED) streetlights scheduled for December 2018/January 2019.

BACKGROUND:

The RCSD Budget Committee met on Wednesday, February 28, 2018 and Tuesday, March 20, 2018 to discuss the Southern California Edison company proposal to replace current technology high pressure sodium SCE owned streetlights with LED technology. Mr. John King Southern California Edison's Street Lights Project Manager was present to answer questions related to the streetlight upgrade project. Discussion ensued regarding the extensive research SCE had done on LED technology and the marked improvements over the years in both dependability and color temperature. Mr. King stated that LED technology had progressed significantly to address light pollution concerns and now provides a range of warmer color tones and temperatures such as 4000k and 3000k. These warmer, dimmer bulbs are being successfully utilized by CalTrans to minimize impact on wildlife and are also more suitable to residential areas since they are less disruptive to human sleeping patterns.

Mr. King further assured the District that as the public jurisdiction lighting designer, RCSD would have the ability to customize, mix and match types of LED bulbs to vary the intensity at key locations. With LED technology it is also possible to manage the light spread and intensity by aiming the diodes. Budget Committee Members were impressed with the added safety benefit the LED bulbs provided, which were the new standard adopted by Edison as well as the ability to customize the District's project to enhance the lighting on the crosswalks, around schools and in noticeably dark areas within the community.

At its subsequent Budget Committee meeting on March 20, 2018, the Committee reported on the pros and cons of the agreement and the thorough vetting that had already been undertaken by Southern California Edison and the Budget Committee. The Budget Committee voted unanimously to recommend the proposal to the full Board for its consideration. The project was ultimately approved at the June 12, 2018 Special Meeting of the Board. Attached for your review are the related budget committee agendas and minutes.

The City of Cerritos has done extensive research by completing a survey of their residents and providing a few demonstration streets for residents to view and comment on a variety of LED lighting selections. After receiving input the Cerritos City Council voted to utilize the 4000k 100 Watt equivalent LED lights (*deviating from the standard 70 Watt*). The Cerritos project is slated to start November 26, 2018.

Our Rossmoor LED residential lighting is scheduled for 70 watt. As John King pointed out, if we deviated from the standard, and upgraded to the specified 100 watt, the District would lose about .55 cents in savings per month per light.

Until we receive an exact cost increase estimate from John King, staff estimates the difference to be approximately \$29.15 per month for 53 upgraded lights or a \$349.80 annual reduction in savings (*\$6,996.00 over 20 years*). See attached chart, entitled, "Lighting Location Recommended Brightness Enhancements" for reference.

District General Counsel will further advise the Board regarding its options.

ATTACHMENTS:

1. RCSD Budget Committee agendas minutes and list of project pros and cons
2. Survey of California Cities with Conversions
3. Current Southern California Edison Lighting Agreement
4. Rossmoor street lighting chart outlining locations recommended for brightness enhancements

MINUTES
ROSSMOOR COMMUNITY SERVICES DISTRICT
BUDGET COMMITTEE MEETING

RUSH PARK
Administration Building
3001 Blume Drive
Rossmoor, California

Tuesday, February 28, 2018
8:30 a.m.

A. ORGANIZATION

1. CALL TO ORDER: 8:30 a.m.
2. ROLL CALL: Directors DeMarco, Maynard
Staff: General Manager Jim Ruth, Administrative Assistant Liz Deering,
SCE Supervisor John King and SCE Representative Tiffany Botello
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS: None

B. PUBLIC FORUM--None

Any person may address the members of the Budget Committee at this time upon any subject within the jurisdiction of the Trees Committee of the Rossmoor Community Services District.

C. REGULAR CALENDAR

1. CONSIDERATION OF SOUTHERN CALIFORNIA EDISON COMPANY PROPOSAL TO REPLACE CURRENT TECHNOLOGY HIGH PRESSURE SODIUM SCE OWNED STREET LIGHTS WITH LED TECHNOLOGY

Discussion with General Manager regarding Southern California Edison Company Streetlight Proposal to replace current technology high pressure sodium SCE owned street lights with LED technology. General Manager Jim Ruth reported that over the past year and a half, under the guidance of Doc Rivers with Express Energy Services, the District had explored the possibility of upgrading Rossmoor's streetlights in order to improve safety and visibility. They worked with Doc Rivers to install 26 LED fixtures on Montecito Road amidst the quandary of light pole ownership with the County of Orange. The District, with the help of Express Energy Services was ready to install the remainder of street lights in the community, however, SCE notified Doc Rivers that it didn't fit their policy and so he backed off. Edison countered with its offer to convert Rossmoor's sodium bulbs to LED bulbs over a 20 year period, with an investment

of \$200K, embedded in the rate structure with a nominal annual savings and no out-of-pocket-costs.

Southern California Edison Supervisor John King outlined the rate savings proposed in the 20 year contract. He stressed that SCE was primarily a capital company, based on capital return and replacement. Energy delivery was simply the method of cost recovery. As SCE puts more capital in, the rate goes up. Street lights are under a stand-alone rate and are not subsidized.

President DeMarco opined that he was uncomfortable with the 20 year term and felt it was too long. He asked if the District would see a savings on its energy bill after 20 years. Mr. King replied that there would be a small savings increase after paying down the initial investment.

Director Maynard concurred with President DeMarco and inquired as to whether or not the District could receive credit retroactively for the LED upgrades the District had already installed. Mr. King replied that retroactive credit was not typical; depended on the measure and was usually within a program year. Director Maynard had further questions relative to capital asset depreciation on the street light poles. He inquired as to whether Rossmoor could purchase the poles from Edison. Mr. King said it was not possible to purchase the poles, but Rossmoor could remove the poles and install their own; however, they would need to run the power to the pole. Director Maynard also asked whether or not the contract was standard and if it could be modified and/or customized. John King replied that it could not be modified or customized.

Discussion ensued relative to the pros and cons of accepting the Edison proposal or waiting until either the Public Utilities Commission mandated the LED upgrade or Edison replaced the sodium bulbs due to obsolescence (*like their predecessor: mercury vapor bulbs*). John King speculated that based on history and precedent that could be another 10 years down the road. Mr. King encouraged the RCSD to adopt the new technology, opining the agreement was a win/win for the community. The installation cost per light was approximately \$300. The District could always pre-pay the capital recovery cost. However, if the RCSD Board chose not to convert, it would take 3 to 5 years to convert to LED during which time, Rossmoor would have a mixture of LED and sodium bulbs.

Further discussion ensued regarding the extensive research SCE had done on LED technology and the marked improvements over the years in both dependability and color temperature. To address light pollution concerns the LED technology has progressed significantly and now provides a range of warmer color tones and temperatures such as 4000k and 3000k. These warmer, dimmer bulbs are being successfully utilized by CalTrans to minimize impact on wildlife and are also more suitable to residential areas since they are less disruptive to human sleeping patterns. As the public jurisdiction lighting designer, Rossmoor would have the ability to customize, mix and match types of LED bulbs to vary the intensity at

key locations. With LED technology it was also possible to manage the light spread and intensity by aiming the diodes.

Director Maynard remarked that it would be useful if community entryways, parks, schools and crosswalks could be illuminated more brightly than others to increase safety.

John King stated that there would be a slight cost differential with each variation, however, it was completely customizable and adjustable at any time.

Motion by President DeMarco, seconded by Director Maynard to call a Special Meeting of the full Board to ultimately decide whether to authorize the General Manager to enter into the proposed 20 year LED Lighting Upgrade agreement with Southern California Edison to replace Rossmoor streetlights with LED technology at one time, in a span of 3 days or wait until the Public Utilities Commission mandates the upgrade to LED lighting, at some future undetermined date. Motion passed 2-0.

President DeMarco directed staff to try and schedule the Special Meeting for either March 27th or 29th. The Budget Committee was adjourned at 10:20 a.m.

D. ADJOURNMENT: 10:20 a.m.

MINUTES
ROSSMOOR COMMUNITY SERVICES DISTRICT
BUDGET COMMITTEE MEETING

RUSH PARK
Administration Building
3001 Blume Drive
Rossmoor, California

Tuesday, March 20, 2018
7:15 a.m.

A. ORGANIZATION

1. CALL TO ORDER: 7:15 a.m.
2. ROLL CALL: Directors DeMarco, Maynard
Staff: General Manager Jim Ruth
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS: None

B. PUBLIC FORUM--None

Any person may address the members of the Budget Committee at this time upon any subject within the jurisdiction of the Trees Committee of the Rossmoor Community Services District.

C. REGULAR CALENDAR

1. CONSIDERATION OF SOUTHERN CALIFORNIA EDISON COMPANY PROPOSAL TO REPLACE CURRENT TECHNOLOGY HIGH PRESSURE SODIUM SCE OWNED STREET LIGHTS WITH LED TECHNOLOGY

At its previous meeting of February 28, 2018, the Budget Committee had a discussion with the General Manager regarding Southern California Edison Company Streetlight Proposal to replace current technology high pressure sodium SCE owned street lights with LED technology.

President DeMarco opened the meeting by asking General Manager Ruth to review the input from John King, Program Manager Southern California Edison company and the Budget Committee's reaction to the Edison company streetlight upgrade proposal at our meeting held on February 28, 2018.

General Manager Ruth summarized the discussion of the February 28, 2018 meeting and presented a paper on the pros and cons of the proposed contract. Considerable discussion ensued on the merit of the project including public

safety, energy savings, aesthetics, zero out-of-pocket costs, 0% financing, and the project would be paid for out of energy savings over 20 years. There are currently no viable options from the Edison Company other than their current LSI Option E which is the conversion to LED. President DeMarco and Director Maynard were impressed with the ability to customize the District's project to enhance the lighting on the crosswalks, around schools and in noticeably dark areas within the community. The current lighting system has been in place for 40 years and has not kept up with new technology.

After a thorough discussion the Budget committee voted unanimously, 2-0 to recommend their support for the project to the full board and to place the item on the agenda for consideration at the May 8, 2018 regular meeting, since Director Maynard would be absent from the April meeting.

D. ADJOURNMENT:

Motion by Director Maynard, seconded by President DeMarco to adjourn the meeting at 7:35 a.m.

To: Budget Committee
From: General Manager
Re: Edison Proposal - Street light updates to LED

Pros

1. Improved safety and visibility – high pressure sodium to LED.
2. Small rate savings – after paying down initial investment.
3. New technology beyond LED could take another ten years.
4. No interest – No out of pocket cost – 20 year loan. All maintenance and upkeep preformed by Edison included in contract.
5. Installation of LED lights could be customized to address key intersections requiring increased lighting to address school areas and other critical intersections, crosswalks, etc.
6. Lighting could provide a wide range of warmer color tones and temperatures as 4,000k and 3000k being used by Cal Trans to minimize impact on wildlife and are more suitable to residential areas and are less disruptive to human sleeping patterns.
7. Installation once approved could be completed in approximately 3 days with little or no community inconvenience.

Cons

1. No acceptable options under Edison's current policies and programs are available to public agencies.
2. Twenty year contractual commitment.
3. Possibilities of new technology being available that could be better than the current proposed LED.
4. Possible new regulations imposed by the P.U.C. that could require or mandate Edison to implement other new technology or expedite the implementation of the current conversion program.

Survey of California Cities with Conversion

In the table below Staff has presented the results of a survey conducted of several cities in California that have undergone streetlight conversion to LED technology.

Year	City	Residential		Arterial	
		Color	HPSV equivalent Wattage	Color	HPSV equivalent Wattage
2016-17	Anaheim	3000K	100W	3000K	150W or greater
2016	Claremont	4000K	70W	4000K	150W or greater
2017	Downey	4000K	100W	4000K	150W or greater
2017	Fontana	4000K	70W	4000K	150W or greater
2017	Fullerton	3000K	70W	3000K	150W or greater
2017	Huntington Beach	3000K	70W	3000K	150W or greater
2017	LA DWP	4000K	Varies	4000K	150W or greater
2017	Lakewood	4000K	100W	4000K	150W or greater
2017	La Palma	4000K	70W	4000K	150W or greater
2015	Long Beach	4000K	70W	4000K	150W or greater
2013-14	Oakland	4000K	Varies	4000K	150W or greater
2015	Oceanside	3000K	Varies	4000K	150W or greater
2017	Rancho Cucamonga	4000K	100W	4000K	150W or greater
2017	Rosemead	4000K	100W	4000K	150W or greater
2011-15	San Diego	4000K	Varies	4000K	150W or greater



Southern California Edison
Rosemead, California (U 338-E)

Original
Cancelling

Cal. PUC Sheet No. 57074-E
Cal. PUC Sheet No.

Sheet 1

SCHEDULE LS-1 OPTION E,
ENERGY EFFICIENCY-LIGHT EMITTING DIODE (LED) FIXTURE REPLACEMENT
RATE AGREEMENT

Form 14-965

(To be inserted by utility)

Advice 3241-E
Decision 14-10-046

Issued by

R.O. Nichols
Senior Vice President

(To be inserted by Cal. PUC)

Date Filed Jun 30, 2015
Effective Jun 1, 2016
Resolution _____

**SOUTHERN CALIFORNIA EDISON COMPANY
SCHEDULE LS-1 OPTION E, ENERGY EFFICIENCY-LIGHT EMITTING DIODE (LED)
FIXTURE REPLACEMENT RATE AGREEMENT**

This Schedule LS-1 Option E, Energy Efficiency-Light Emitting Diode (LED) Fixture Replacement Rate Agreement (Agreement), effective this _____ day of _____, (Effective Date), is entered into between Southern California Edison Company (SCE) and _____, an SCE customer taking service on Schedule LS-1 (Applicant), referred to collectively as "Parties," and individually as "Party." This Agreement provides for SCE, at Applicant's request, to replace the existing street lighting fixtures serving Applicant's premises with Light Emitting Diode (LED) street lighting fixtures to achieve energy efficiency benefits for Applicant, as set forth in Special Condition 14, Option E, Energy Efficiency-Light Emitting Diode (LED) Fixture Replacement, of Schedule LS-1.

The Parties agree as follows:

1. LED FIXTURES

SCE shall install, own, operate, and maintain LED Fixtures for Applicant as set forth in Exhibit "A" attached hereto and incorporated herein by this reference. The LED Fixtures provided hereunder shall at all times remain the property of SCE.

2. LED FIXTURE REPLACEMENT COSTS

- 2.1 The replacement costs of the LED Fixtures provided hereunder shall be borne by Applicant.
- 2.2 Applicant shall pay the charge for the LED Fixtures Replacement rate, which includes an Energy Efficiency Premium Charge (EEPC) and a Base LED Charge, under Option E of Schedule LS-1. Applicant elects Option E in lieu of an upfront, one-time payment of the replacement costs.
- 2.3 SCE does not guarantee that any energy or bill savings will accrue to Applicant as a result of the LED Fixture replacements.

3. COMMENCEMENT OF SERVICE

The Parties agree that SCE has the right to charge Applicant, and Applicant has an obligation to pay SCE, for the charges set forth in Schedule LS-1, Option E, commencing on the date SCE begins serving the LED Fixtures installed pursuant to this Agreement.

4. TERM AND TERMINATION

- 4.1 This Agreement shall be effective as of the Effective Date and shall continue for a term of twenty (20) years from the commencement of service as specified in Section 3 above (Term).
- 4.2 Applicant may terminate this Agreement at any time during the Term upon a thirty (30) - day advance written notice, provided that Applicant, prior to or within the 30-day advance notice period, assigns the Agreement to any New Party In (NPI) that owns, rents or leases the premises served by the street lighting fixtures replaced under this Agreement and will take service under Option E of Schedule LS-1 effective as of the date of termination; otherwise, Applicant shall pay a one-time termination charge equal to the present value of the balance of the EEPC of Option E over the remaining Term. The present value is determined based on SCE's authorized rate of return on rate base, or discounted rate of 7.90%.

**SOUTHERN CALIFORNIA EDISON COMPANY
SCHEDULE LS-1 OPTION E, ENERGY EFFICIENCY-LIGHT EMITTING DIODE (LED)
FIXTURE REPLACEMENT RATE AGREEMENT**

5. AMENDMENTS; ASSIGNMENTS

- 5.1 Any changes or amendments to this Agreement must be in writing and must be executed by the Applicant and SCE and, if required, be approved by the California Public Utilities Commission (Commission).
- 5.2 Applicant shall not assign this Agreement without the prior written consent of SCE; provided, however, that Applicant may assign the Agreement pursuant to the terms and conditions of Section 4.2 above, and the NPI must assume all rights and obligations under this Agreement for the remaining Term. Any assignment and assumption shall be in a form acceptable to SCE.

6. NOTICE

Any notice either Applicant or SCE may wish to provide the other regarding this Agreement must be in writing. Such notice must be either hand-delivered or sent by U.S. certified or registered mail, postage prepaid, to the person designated to receive notice for the other Party below, or to such other address as either may designate by written notice. Notices delivered by hand shall be deemed effective when delivered. Notices delivered by mail shall be deemed effective when received, as acknowledged by the receipt of the certified or registered mailing.

Applicant:

JAMES D. RUTH
(Name)
GENERAL MANAGER
(Title)
3001 BLUME DR.
(Address)
ROSSMOOR CA 90720
(City, State, Zip)

SCE:

Business Customer Division
Southern California Edison Company
2244 Walnut Grove Avenue
Rosemead, CA 91770

7. NONWAIVER

The failure of either Party to enforce any of the terms and conditions or to exercise any right or privilege in this Agreement shall not be construed as a waiver of any such term and conditions or rights or privileges, and the same shall continue and remain enforce and effect as if no such failure to enforce or exercise had occurred.

8. SEVERABILITY

In the event that any of the provisions, or portions thereof, of this Agreement are held to be unenforceable or invalid by the Commission, or any court of competent jurisdiction, the validity and enforceability of the remaining provisions or any portion thereof shall not be affected.

9. APPLICABLE LAWS, RULES, AND REGULATIONS

This Agreement shall be subject to, and interpreted under the laws, rules, decisions and regulations of the State of California, without regard to its conflict of laws principles, the Commission, and SCE's Commission-approved tariffs.

**SOUTHERN CALIFORNIA EDISON COMPANY
SCHEDULE LS-1 OPTION E, ENERGY EFFICIENCY-LIGHT EMITTING DIODE (LED)
FIXTURE REPLACEMENT RATE AGREEMENT**

10. CALIFORNIA PUBLIC UTILITIES COMMISSION JURISDICTION

- 10.1 This is a filed form tariff agreement authorized by the Commission for use by SCE. No officer, inspector, solicitor, agent or employee of SCE has any authority to waive, alter, or amend any part of this Agreement except as provided herein or authorized by the Commission. This Agreement is to be used in conjunction with Schedule LS-1 and supplements the terms and conditions of the Applicant's electric service under Schedule LS-1.
- 10.2 This Agreement shall at all times be subject to such changes or modifications by the Commission as said Commission may, from time to time, direct in the exercise of its jurisdiction.
- 10.3 Notwithstanding any other provisions of this Agreement, SCE has the right to unilaterally file with the Commission, pursuant to the Commission's rules and regulations, an application for change in rates, charges, classification, service, or rule or any agreement relating thereto.

11. ENTIRE AGREEMENT

This Agreement, including SCE's Commission-approved tariffs, constitutes the complete agreement and understanding between the Applicant and SCE regarding the LED Fixtures replacement costs. Prior agreements, representations, understandings, whether expressed or implied, and communications, oral or written, between the Applicant and SCE shall not be construed to be a part of this Agreement.

12. AUTHORIZATION SIGNATURE

In witness whereof, the Parties hereto have caused this Agreement to be signed by their duly authorized representatives.

APPLICANT

BY:

James D. Ruth

NAME:

JAMES D. RUTH

TITLE:

GENERAL MANAGER

DATE SIGNED:

12/12/17

SOUTHERN CALIFORNIA EDISON COMPANY

BY:

NAME:

TITLE:

DATE SIGNED:

**SOUTHERN CALIFORNIA EDISON COMPANY
EXHIBIT "A"
SCHEDULE LS-1 OPTION E,
ENERGY EFFICIENCY-LIGHT EMITTING DIODE (LED) FIXTURE REPLACEMENT**

APPLICANT

CUSTOMER ACCOUNT NO.

SERVICE ACCOUNT NO.

(Additional account numbers/addresses may be attached hereto.)

SERVICE ADDRESS

APPLICANT REQUESTED READY TO SERVE DATE

_____ 12/12/17 _____

SCE READY TO SERVE DATE _____

DESCRIPTION OF **LED** FIXTURES/SCOPE OF WORK: SPECIFY HOW MANY STREET LIGHTING FIXTURE REPLACEMENTS ARE BEING REQUESTED AND AGREED TO UNDER THIS AGREEMENT AND OTHER RELEVANT DETAILS.

W.O. No(s): _____

ROSSMOOR COMMUNITY SERVICES DISTRICT

LIGHTING LOCATIONS RECOMMENDED FOR BRIGHTNESS ENHANCEMENTS

The Rossmoor Community Services District has assessed all community lighting locations and has concluded that the minimum LED lights (*70 watt comparable*) will do an adequate job for most of Rossmoor; however, the following situational areas warrant a slight increase in illumination for the benefit and safety of residents.

DISTRICT PARKS	Main Way	Silver Fox	Blume	Chianti	TOTAL NO. UPGRADED LIGHTS
Rush Park	4	2	4	2	12
DISTRICT PARKS	Foster	Pemberton	Kerth	Baskerville	TOTAL NO. UPGRADED LIGHTS
Rossmoor Park	5	3	2	3	13

Notes: The District believes the minimum LED lights will be sufficient; however, since they are parks and are used more at night than the fenced elementary schools, it is recommended that we upgrade ONLY THOSE LIGHTS THAT FACE THE PARK (*maybe not all of them as neighbors might complain*).

SCHOOLS	TOTAL NO. OF UPGRADED LIGHTS
Hopkinson Elementary	0
Lee Elementary	0
Rossmoor Elementary	7
Weaver Elementary	3

Notes: Hopkinson Elementary and Lee Elementary have adequate lighting with the minimum LED fixture—no upgrade recommended. Rossmoor Elementary—all (4) light poles on Bostonian should be upgraded to the next level fixture. Also, the (3) light poles on Shakespeare Rd. Weaver Elementary—Recommend (3) upgraded light poles.

INTERSECTIONS	TOTAL NO. OF UPGRADED LIGHTS
Foster/Copa de Oro	1
Bradbury Rd	0
Rossmoor Way	0
Montecito Rd	12

Notes: Montecito Rd—complex street—Recommend all (4) lights facing Rossmoor Elementary be upgraded; (2) lights from Bostonian to Wendy Way should be upgraded; all (6) of the ‘old orange’ fixtures should be upgraded, from Bradbury Rd to Copa de Oro (*where the condos & apartments are*). Most lights should be upgraded due to this being a heavily traveled, four lane street. Foster & Copa de Oro—Recommend upgrading—it’s a busy interior intersection w/lots of residents walking and biking. Bradbury Rd—Sufficient number of light poles; No upgrades recommended. Rossmoor Way—This road has a double pole fixture; minimum LED is sufficient; No upgrades recommended.

ENTRANCES	TOTAL NO. UPGRADED LIGHTS
WALLINGSFORD RD	3
HEDWIG RD	2

NOTES: These are heavily traveled thoroughfares and entrances to the community consisting of vehicle, bicycle and pedestrian traffic. Recommend upgrading (3) light poles on Wallingsford Rd and (2) light poles on Hedwig Rd.

***GRAND TOTAL OF LIGHT POLES RECOMMENDED FOR BRIGHTNESS ENHANCEMENTS: 53**