

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

February 14, 2017

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, February 14, 2017

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, DeMarco, Kahlert, Nitikman
President Maynard
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS:
 - a. Orange County Sheriff's Department Lieutenant Jeff Puckett: Quarterly Crime Statistics—Receive and file.
 - b. Director Ron Casey Presentation Re: I-405 Improvement Project—Receive and file.

B. ADDITIONS TO AGENDA - None

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD:

1. REPORT OF THE BUDGET COMMITTEE RE: FY 2016-2017 MID YEAR BUDGET AMENDMENTS—Recommendation to Adopt Amendments.
2. QUARTERLY STATUS REPORT—Receive and file.
3. QUARTERLY RECREATION REPORT—Receive and file.
4. QUARTERLY TREE REPORT—Receive and file.

E. CONSENT CALENDAR

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.

1. MINUTES:
 - a. Regular Board Meeting of January 10 2017—Receive and file.
 - b. PIFC Meeting of January 10, 2017—Receive and file.
2. DECEMBER 2016 REVENUE AND EXPENDITURE REPORT—Receive and file.

F. PUBLIC HEARING:

G. RESOLUTIONS

1. APPROVE RESOLUTION NO. 17-02-14-01 ESTABLISHING THE MID-YEAR ADJUSTED BUDGET REVENUE AND EXPENDITURES TOTALS AMOUNT FOR FISCAL YEAR 2017-2018.

ORDINANCES—None

H. REGULAR CALENDAR

1. DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF FURTHER SECOND READING OF PROPOSED REVISION OF POLICIES RELATED TO RCSD FIVE-YEAR FISCAL PLAN.
2. DISCUSSION AND POSSIBLE ACTION RE: FORMAL POSITION OF RCSD BOARD ON ROSSMOOR TRAFFIC STUDY AND FOSTER ROAD BIKE LANE ISSUE.
3. DISCUSSION AND POSSIBLE ACTION RE: AMENDMENTS TO GENERAL MANAGER EMPLOYMENT AGREEMENT.

1. GENERAL MANAGER ITEMS

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

J. BOARD MEMBER ITEMS

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

K. CLOSED SESSION:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: General Manager

L. ADJOURNMENT

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

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


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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the February 14, 2017, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JAMES D. RUTH
General Manager

Date Feb. 8, 2017

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. O.C. Sheriff's Department Lt. Jeff Puckett Re: Quarterly Crime Statistics.
- b. Director Ron Casey Presentation Re: I-405 Improvement Project

ATTACHMENTS

1. Quarterly Crime Statistics
2. I-405 Improvement Project Information and Frequently Asked Questions

ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report 4th Quarter

October—November—December 2016



Offense	2012	2013	2014	2015	2016 YTD
187	1*	0	2	0	0
211	1	7	1	0	1
245	1	7	0	0	0
459C	2	5	0	2	1
459R	44*	16*	30*	27	20*
459V	16*	8	8	12	10
487	22	8	6	18	11
488	37	36	18	24	19*
594	25	22	10	12	13
10851	6	35*	10	7	9
Total	163*	150*	87	108	84

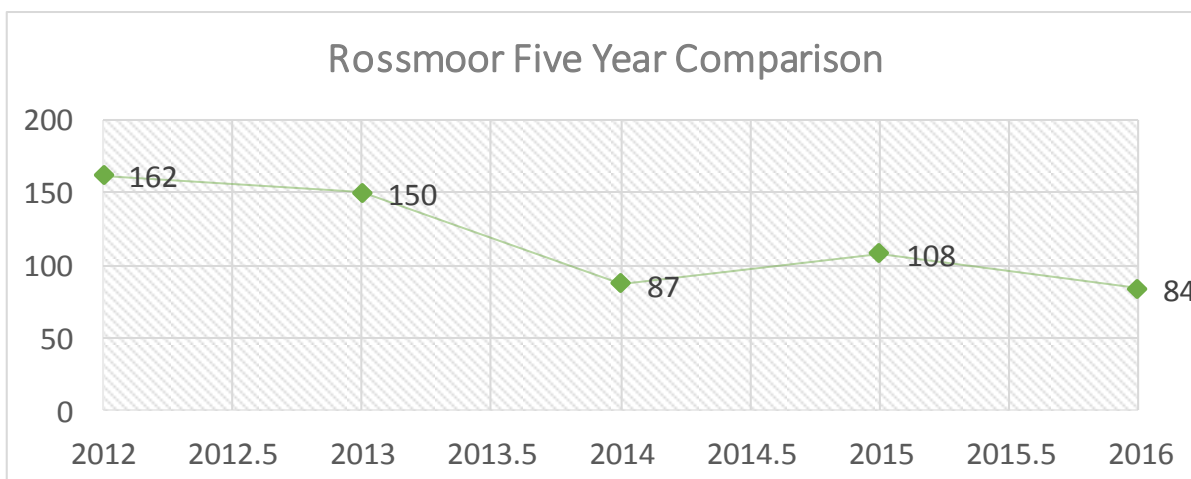
* includes attempts

Penal Code Legend

211 = Robbery
187 = Murder
488 = Grand Theft
488 = Petty Theft

459C = Commercial Burglary
459R = Residential Burglary
459V = Vehicle Burglary
594 = Vandalism

245 = Assault w/ deadly weapon
594 = Vandalism
VC 10851 = Stolen Vehicle





I-405 FWY REPORT: DIRECTOR RON CASEY

INTERSTATE 405 IMPROVEMENT PROJECT

MILES
16 miles

CORRIDOR CITIES/COMMUNITIES
Costa Mesa, Fountain Valley, Westminster, Huntington Beach, Garden Grove, Seal Beach, Los Alamitos, the community of Rossmoor, and Long Beach.

AT A GLANCE

PROJECT COST: \$1.9 billion

FUNDING: Federal & State
Local Measure M/Project K
Tolls/User Fees

PROJECT MANAGER: Jeff Mills, P.E.

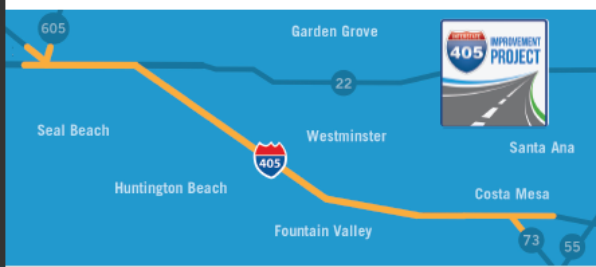
COMMUNITY OUTREACH: Christina Byrne
(714) 560-5717
405project@octa.net

WEBSITE: www.octa.net/405improvement

FACEBOOK: facebook.com/405improvement

TWITTER: @405improvement

Fact Sheet as of 11/29/16

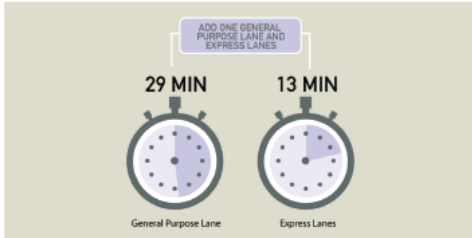


PROJECT HIGHLIGHTS

Currently, the San Diego Freeway (I-405) is one of the most congested freeways in Orange County, carrying more than 300,000 vehicle trips in some sections each day. By 2040, traffic volumes on the I-405 are expected to increase significantly. This project will increase freeway capacity, improve traffic and interchange operations, and enhance road safety to meet state and federal standards.

PROJECT STATUS / OVERVIEW

OCTA in cooperation with The California Department of Transportation (Caltrans) is widening the San Diego Freeway (I-405) between State Route 73 (SR-73) and Interstate 605 (I-605). The project will improve 16 miles of I-405 and includes adding one regular lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits and bridges. It also will construct the 405 Express Lanes from SR-73 to I-605. The new express lanes – incorporating the existing carpool lanes and connectors that opened in 2014 – will provide two lanes in each direction and give solo drivers the choice to speed up their commute for a toll, and carpoolers ride free.



In 2040, it's expected to take 29 minutes to travel during rush hour from SR-73 to I-605 in the general purpose lanes after improvements to the I-405 are complete. That commute can be reduced to 13 minutes if a driver chooses to take the 405 Express Lanes.

On May 23, 2016, the OCTA Board of Directors approved an initial toll policy for the 405 Express Lanes and a preliminary finance plan for the entire project.

The Measure M project, being constructed in cooperation with Caltrans, will be funded mostly through a combination of local, state and federal funds, with the express lanes portion of the Project paid for by those to choose to pay a toll and use the 405 Express Lanes.

PROJECT SCHEDULE

Finalize Toll Policy	2017
Secure Financing	2016 to 2017
Design and Construction	2017* to 2022

*construction to start late 2017

- The San Diego Freeway (I-405) is one of the most congested freeways in the OC, carrying more than 300K vehicle trips, in some sections, each day.
- OCTA, in cooperation with Caltrans, is widening the I-405 between SR-73 and I-605.
- In 2040 it is expected to take 29 minutes to travel during rush hour from SR-73 to I-605 in the general purpose lanes after improvements are complete. That commute can be reduced to 13 minutes if a driver chooses to take the express lanes.
- The new express lanes will provide 2 lanes in each direction in addition to one toll lane for solo drivers and one HOV lane.
- The Measure M project will be funded mostly through a combination of local, state and federal funds, with the express lanes portion paid for by drivers who choose to pay a toll.



Orange County Transportation Authority
550 S. Main Street
P.O. Box 14184
Orange, CA 92663-1584
(714) 560-OCTA
www.octa.net



I-405 FWY REPORT: DIRECTOR RON CASEY

405 Express Lanes General Information & Frequently Asked Questions

The questions and answers below provide current information on the project to improve Interstate 405 (I-405) in Orange County from State Route 73 to Interstate 605.

Why are improvements needed on I-405?

The I-405 freeway experiences heavy traffic congestion and conditions are expected to worsen. Built in the 1960s, the freeway carries between 257,000 and 370,000 vehicles per day depending on location. Near the L.A. County line, the I-405 is the most heavily traveled freeway in the nation and both the regular lanes and carpool lanes are congested daily during rush hour and on weekends.

Traffic along the corridor is expected to grow approximately 35 percent by 2040. Additional lanes and other improvements are needed to improve traffic flow, accommodate growing traffic demand, relieve congestion, and improve overall mobility. The I-405 Improvement Project is critical in order to accommodate expected employment, population and housing growth in not only Orange County but throughout Southern California.

What is planned for the I-405 Improvement Project?

The project will improve 16 miles of I-405 between the SR-73 freeway in Costa Mesa and I-605 near the L.A. County line. The project includes adding one regular lane in each direction from Euclid Street to I-605 and making improvements to freeway entrances, exits and bridges. It also will construct the 405 Express Lanes, two lanes in each direction from SR-73 to I-605. The new express lanes – incorporating the existing carpool lanes and connectors that opened in 2014 – will give solo drivers the choice to speed up their commute for a toll, and carpoolers may ride in the lanes for free.

Where will vehicles be able to enter and exit the toll lanes?

There are seven access points in between SR-73 and I-605, giving drivers sufficient opportunity to reach every interchange and business along the corridor, including the Westminster Mall, car dealerships, Bella Terra, Goldenwest College and South Coast Plaza, and any other destination.

These intermediate access locations minimize right of way impacts to the adjacent community. Additional access points would likely have significant right of way impacts.

The intermediate access points at Magnolia/Warner and Bolsa/Goldenwest were selected largely to serve Beach Boulevard which is roughly midway along the corridor, has the highest arterial volume of any of the arterials crossing the freeway, and has the largest interchange volumes in the corridor.

• Why are improvements needed on the I-405?- Existing heavy traffic congestion is expected to worsen. Traffic is projected to grow approx. 35% by 2040.

• What is planned for the I-405 Improvement Project? The project will improve 16 mi. of I-405 and includes adding one regular lane in each direction from Euclid to I-605. The project will also improve freeway entrances and bridges. The new express lanes-incorporating the existing carpool lanes and connectors that opened in 2014-will give solo drivers a toll option and carpoolers may use the lanes for free.

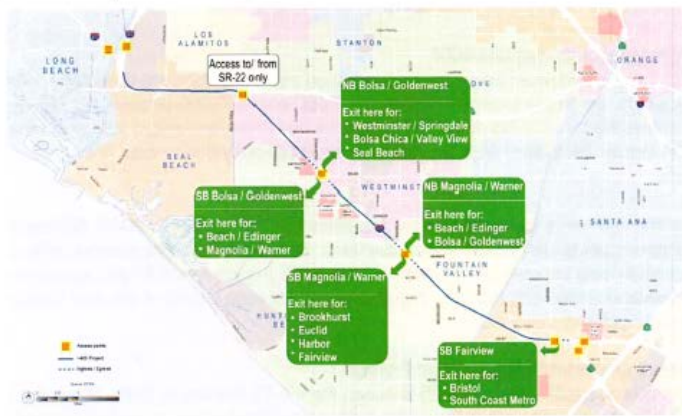
• Where will vehicles be able to enter and exit the toll lanes?- There are 7 access points in between SR-73 and I-605, giving drivers sufficient opportunity to reach every interchange and business along the corridor.



I-405 FWY REPORT: DIRECTOR RON CASEY

405 Express Lanes General Information & Frequently Asked Questions

The graphic below depicts the 405 Express Lanes intermediate access locations:



Are FasTrak® transponders required to use the 405 Express Lanes?

The 405 Express Lanes will utilize electronic tolling to keep traffic flowing and there will be no cash payments or toll booths. Because of this, transponders will be required for customers to use the express lanes when they open. OCTA will continue to explore technology that may in the future allow drivers to use the express lanes without a transponder.

What is the overall benefit to the project to include the 405 Express Lanes?

Those who choose to pay a toll improve traffic for everyone by freeing up space in the regular lanes, including the additional lane in each direction that is being added as part of the project. Also, if there are excess toll revenues beyond operational, maintenance and financing costs, that provides funding for additional improvements in the corridor. As an example, to date the 91 Express Lanes has provided more than \$22 million for improvements to the freeway and for public transit in the 91 corridor.

Adding Express Lanes, in addition to the new regular lanes, benefits all people who use the I-405. Rush-hour commutes in the regular lanes on I-405 are expected to be reduced by almost 30 minutes versus only building one regular lane in each direction. The bottom line is you don't have to pay one penny more and you'll be home to your family a half-hour sooner.

• Are FasTrak transponders required to use the 405 Express Lanes?-Yes. The Express Lanes will utilize electronic tolling to keep traffic flowing-there will be no cash payments or toll booths.

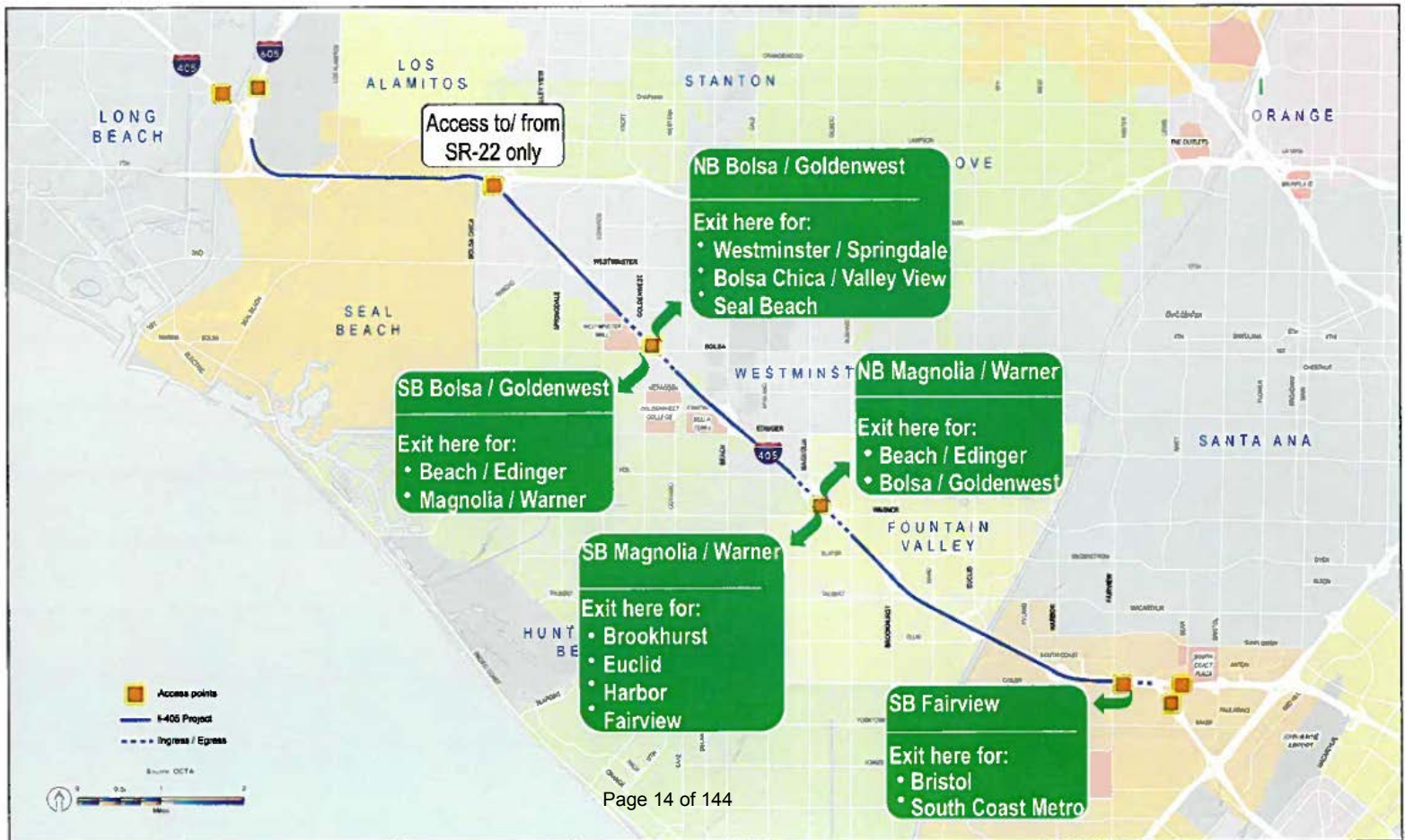
• What is the overall benefit to the project to include the 405 Express Lanes? Those who choose to pay a toll improve traffic for everyone by freeing up space in the regular lanes, including the additional lane in each direction that is being added as part of the project. Excess funds will provide funding for additional improvements in the corridor. Rush hour commutes in the regular I-405 lanes is expected to be reduced by almost 30 minutes.





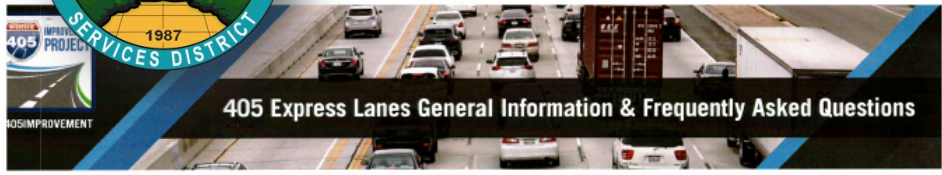
I-405 FWY REPORT: DIRECTOR RON CASEY

405 Express Lanes Access Points





I-405 FWY REPORT: DIRECTOR RON CASEY



What are the toll policy goals of the 405 Express Lanes?

The OCTA Board of Directors (Board), which is leading the freeway improvement project, voted to adopt a number of goals that would guide the development and implementation of the 405 Express Lanes toll policy. The goals focus on providing express lanes customers with a reliable commute while optimizing the number of cars that can utilize the lanes at free-flow speeds, and encouraging ridesharing and transit use.

The complete list of board-adopted 405 Express Lanes goals:

- Provide express lanes customers with a safe, reliable, predictable commute.
- Optimize throughput at free-flow speeds.
- Increase average vehicle occupancy.
- Balance capacity and demand to serve customers who pay tolls as well as people who rideshare or use transit.
- Generate sufficient revenue to sustain the financial viability of the express lanes.
- Ensure all covenants in the financing documents are met.
- Ensure any potential net excess toll revenues are used for Interstate 405 corridor improvements.

The 405 Express Lanes will use congestion management pricing. This type of pricing was pioneered on the 91 Express Lanes, also operated by OCTA.

Congestion management pricing is designed to optimize express lanes traffic at free-flow speeds. To accomplish this OCTA monitors hourly traffic volumes. Tolls are increased when traffic volumes consistently reach a trigger point where traffic flow can become unstable. If traffic drops below the optimal traffic volume, tolls are lowered to encourage usage.

The tolls can vary by hour, day of the week and direction of travel. Traffic volumes are continuously monitored and if warranted, tolls are adjusted quarterly. This approach balances traffic engineering with good public policy and gives customers an opportunity to know the toll price before they make their trip.

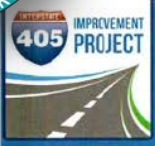


What are the toll policy goals of the 405 Express Lanes?-The complete list of board-adopted 405 Express Lanes Goals:

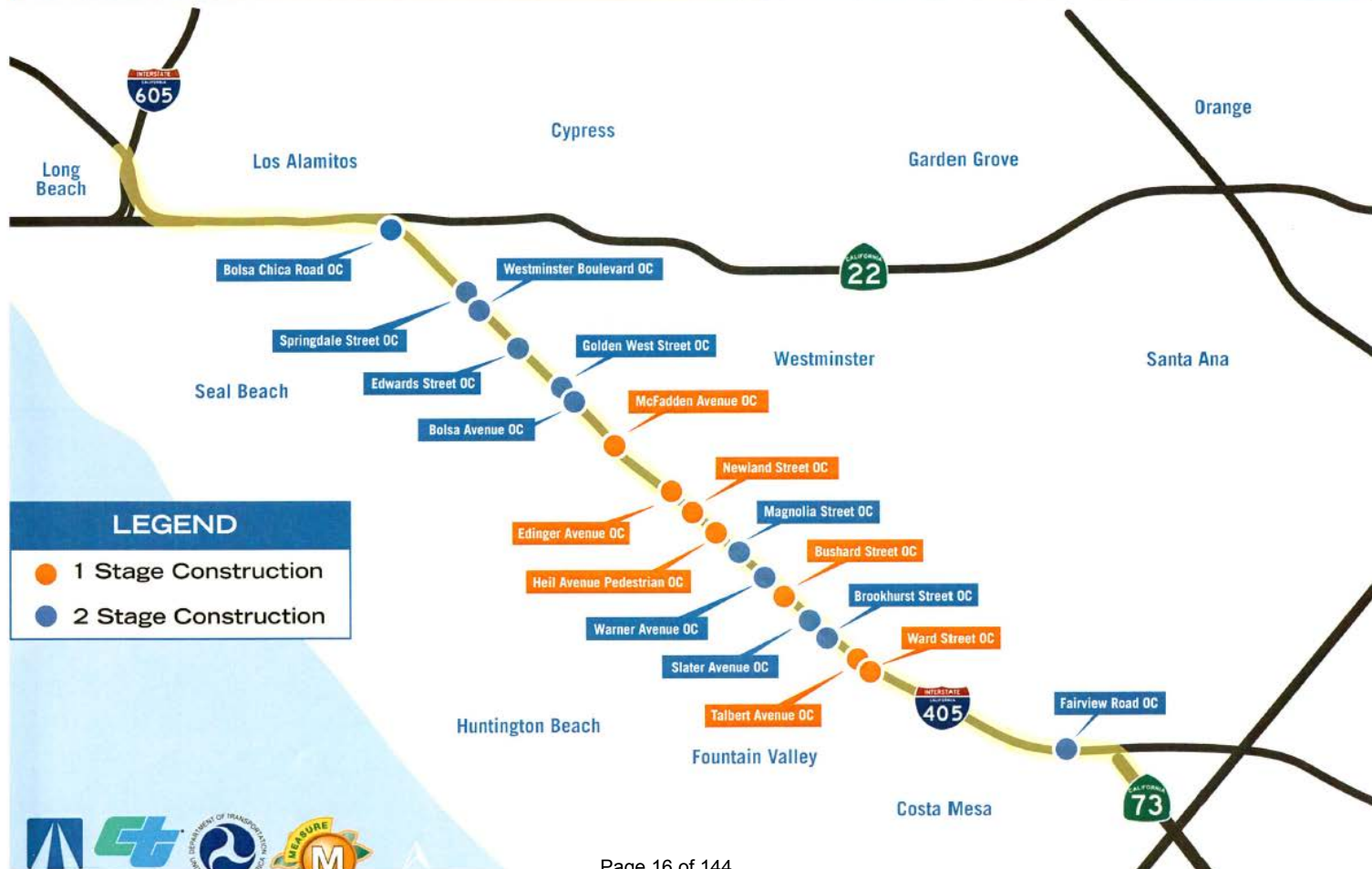
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- Optimize throughput at free-flow speeds.
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- Balance capacity and demand to serve customers who pay tolls as well as people who rideshare or use transit.
- Generate sufficient revenue to sustain the financial viability of the express lanes.
- Ensure all covenants in the financing documents are met.
- Ensure any potential net excess toll revenues are used for I-405 corridor improvements.



I-405 FWY REPORT: DIRECTOR RON CASEY



CONSTRUCTION STAGING OVERCROSSING MAP

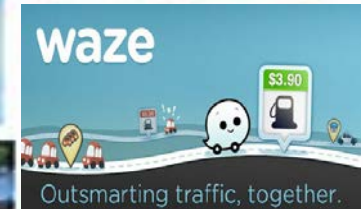




I-405 FWY REPORT: DIRECTOR RON CASEY

Ongoing Community Outreach

- Neighborhood meetings
- Civic and community presentations
- Committees
- Media relations
- Business & School outreach
- Project web page & video
- Construction email alerts
- Social media
- Text Alerts
- Google detour maps & Navigation Apps



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: February 14, 2017

To: Honorable Board of Directors

From: General Manager

SUBJECT: FY 2016-2017 MID-YEAR BUDGET AMENDMENTS

RECOMMENDATION:

Adopt recommended Mid-Year Budget Amendments for FY 2016-2017.

BACKGROUND:

In accordance with Policy No. 3020, the Budget Committee shall review budget amendments prepared by the General Manager prior to the February Board Meeting.

The Budget Committee met on February 6, 2017 to discuss and make recommendations on the District's Mid-Year Budget amendments. The Amended Budget incorporated is the Budget Committee's recommendations.

Revenues for this fiscal year continue to improve slightly as a result of higher property tax payments to the County, and while there have been expenditure increases (see Amended Budget), 2016-2017 will close in balance. There will be approximately \$22,000 left to add to the reserve account

ATTACHMENTS:

1. Budget Committee Agenda Item C-1 re: Mid-Year Budget Adjustment Recommendations Attachments:
 - a. 1. Report to the Budget Committee FY 2016-2017 Mid-Year Budget Amendments
 - b. 2. Listing of Recommended Budget Adjustments
 - c. 5. Policy No. 3020 Budget Preparation, Adoption and Revision

(Note: Attachment #3, December 2016 Revenue and Expense Report is E-2 and Attachment 4 Resolution No. 17-02-14-01 is G-1 of this agenda.)

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM C-1

Date: February 6, 2017
To: Budget Committee
From: General Manager
Subject: DISCUSSION WITH GENERAL MANAGER RE: FY 2016-2017 MID-YEAR BUDGET AMENDMENTS

RECOMMENDATION:

Review and make recommendations to the Board regarding mid-year budget adjustments.

BACKGROUND:

Board policy No. 3020 Budget Preparation, Adoption and Revision requires that the annual budget be reviewed by the Budget Committee prior to requesting the Board to approve mid-year budget adjustments at the February meeting of the Board.

ATTACHMENTS:

1. Report to the Budget Committee FY 2016-2017 Mid-Year Budget Adjustments.
2. Listing of Recommended Budget Adjustments.
3. December 2016 Revenue and Expenditure Report.
4. Draft Resolution No. 16-03-08-01 w/Attachment A.
5. Policy No. 3020 Budget Preparation, Adoption and Revision.

**REPORT TO BUDGET COMMITTEE
FY 2016-2017 MID-YEAR BUDGET ADJUSTMENTS**

In accordance with Policy No. 3020, the Budget Committee shall review budget adjustments prepared by the General Manager prior to the February Board meeting. There are no changes in Fund 40 and all projects have been completed. Therefore, the Public Works/CIP Committee meeting was held before the Budget Committee Meeting.

Revenues for this fiscal year are continuing to improve as a result of higher property tax payments to the County. We have been able to make additional improvements to our facilities. For example:

1. Rossmoor Park
 - a. Added door for Recreation's office
 - b. New hand dryers installed in restrooms
2. Montecito:
 - a. Additional AED was purchased for this facility
 - b. Air conditioning vents to be readjusted and replaced to enhance cooling.
3. Rush Park
 - a. Partitions will be replaced in restrooms.

In Department 80, however, an unanticipated number of Rossmoor aging trees need to be replaced this year. The budget has been adjusted by an additional approximately \$21,000 to cover this expense.

It should be noted that Fund 40 (Capital Improvement Projects) closing fund balance will only be \$56,365. This amount will not be enough to cover the costs of the planned projects for 2017-2018. No other projects can be funded for without the further use of reserves.

FY 2016-2017 AMENDED BUDGET

Attachment 2

TOTAL FUND SUMMARY

	Fund 10	Fund 20	Fund 40
Fund Balance End FY 2015-2016	769,312	0	105,109
Fund Balance, Beginning FY 2016-2017	756,797	0	105,109
General Fund Revenues			
Transfer In from other funds			
Property Taxes	848,000	383,400	
Street Light Assessments	298,934		
Interest on Investments	3,000		
From Other Govt. Agencies	60,400		
Permit and Rental Fees	167,700		
Miscellaneous Revenues	23,000		0
Total General Fund Revenues	1,401,034	383,400	0
			0
Total General Fund Expenditures	1,378,543	363,878	48,745
Revenues Less Expenditures	22,491	19,522	56,365
Transfer Out - (To Fund 50 as directed by auditor)		(19,522)	
Fund Balance, End FY	779,288	0	56,365

**2016-2017 AMENDED BUDGET
GENERAL FUND SUMMARY - FUND 10**

	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE
Fund Balance End	802,718	690,844	769,312	756,797	756,797	
Transfer from Reserve to Fund 40	0	0	0	0	0	
Transfer from Reserve to Fund 10	0	0	0	0	0	
Fund Balance FY 2014-2015	802,718	690,844	769,312	756,797	756,797	
General Fund Revenues						
Property Taxes	784,094	836,578	842,361	469,961	848,000	5,639
Street Light Assessments	275,546	292,276	298,934	164,126	298,934	0
Interest on Investments	2,163	3,144	2,100	874	3,000	900
From Other Govt. Agencies	59,848	59,906	60,400	789	60,400	0
Permit and Rental Fees	154,748	161,840	173,500	72,137	167,700	(5,800)
Miscellaneous Revenues	(75,357)	27,419	24,500	1,606	23,000	(1,500)
Total General Fund Revenues	1,201,042	1,381,162	1,401,795	709,493	1,401,034	(761)
General Fund Expenditures						
Transfer Out to Fund 40	0	50,000	0	0	0	0
Administrative Services	457,098	409,772	419,416	217,264	428,750	9,334
Recreation	119,880	132,750	135,065	71,643	129,852	(5,213)
Rossmoor Park	184,098	172,353	185,850	106,230	200,456	14,606
Montecito Center	74,532	74,793	78,421	42,337	83,648	5,227
Rush Park	193,181	197,997	203,537	111,014	218,687	15,150
Street Lighting	107,959	106,819	107,580	42,396	107,715	135
Rossmoor Signature Wall	2,000	2,000	2,100	2,000	2,100	0
Street Sweeping	55,070	55,145	55,580	22,666	55,650	70
Parkway Trees	105,853	101,138	115,977	65,368	137,677	21,700
Mini-Parks and Medians	13,246	12,441	12,968	7,168	14,008	1,040
Total General Fund Expenditures	1,312,917	1,315,209	1,316,494	688,087	1,378,543	62,049
Revenues Less Expenditures	(111,875)	65,953	85,301	21,405	22,491	(62,810)
Fund Balance, End of Year	690,843	756,797	854,613	778,202	779,288	

**2016-2017 AMENDED BUDGET
GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10**

ACCOUNT NO.	2014-2015 ACTUAL	2015-2016 ACTUALS	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
General Fund Revenues							
Property Taxes							
10-00-3000 Current Secured	716,024	766,602	775,200	439,658	780,000	4,800	
10-00-3001 Current Unsecured	23,364	26,247	22,000	19,570	26,500	4,500	
10-00-3002 Prior Secured	7,498	7,256	7,500	4,633	7,500	0	
10-00-3003 Prior Unsecured	4,945	536	4,500	0	1,000	(3,500)	
10-00-3004 Delinquent Property Taxes	540	789	1,329	0	1,000	(329)	
10-00-3010 Current Supplemental Assmnt.	20,083	20,563	20,000	6,100	18,000	(2,000)	
10-00-3020 Public Utility	11,640	14,586	11,832	0	14,000	2,168	
Total Property Taxes	784,094	836,578	842,361	469,961	848,000	5,639	0
Street Light Assessments							
10-00-3105 Assessments	275,546	292,276	298,934	164,126	298,934	0	
Interest on Investments							
10-00-3200 Interest	2,163	3,144	2,100	874	3,000	900	
From Other Governmental Agencies							
10-00-3301 State-Homeowners Prop. Tax Relief	5,373	5,392	5,400	789	5,400	0	
10-00-3305 County-Street Sweep Reimburse.	54,475	54,514	55,000	0	55,000	0	
Total From Other Governmental Agencies	59,848	59,906	60,400	789	60,400	0	0
Permit and Rental Fees							
10-00-3404 Tennis Reservations	14,869	12,729	14,500	4,508	13,500	(1,000)	
10-00-3405 Wall Rental	500	480	600	100	500	(100)	
10-00-3406 Volleyball & Ball Field Reservations	22,378	24,658	29,000	8,390	24,000	(5,000)	
10-00-3410 Rossmoor Building Rental	4,983	17,371	18,200	5,634	17,500	(700)	
10-00-3412 Montecito Building Rental	24,915	24,630	25,200	11,680	25,200	0	
10-00-3414 Rush Building Rental	87,103	81,972	86,000	41,826	87,000	1,000	
Total Fees	154,748	161,840	173,500	72,137	167,700	(5,800)	0
Miscellaneous Revenues							
10-00-3500 Miscellaneous	4,643	2,655	4,500	1,606	3,000	(1,500)	
10-00-3502 Admin Fees	20,000	20,000	20,000	0	20,000	0	
10-00-3600 Transfer IN	(100,000)	4,764	0	0	0	0	
Total Miscellaneous Revenues	(75,357)	27,419	24,500	1,606	23,000	(1,500)	0
Total General Fund Revenues	1,201,042	1,381,162	1,401,795	709,493	1,401,034	(761)	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 10 Administrative Services

ACCOUNT NO.		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 10 Administrative Services								
Salaries and Benefits								
10-10-4000	Board of Directors' Compensation	9,700	10,300	10,000	3,450	10,000	0	
10-10-4001	Full Time	184,053	187,797	193,800	99,751	193,800	0	
10-10-4003	Overtime	3,356	5,014	5,100	2,040	5,100	0	
10-10-4007	Vehicle Allowance	458	480	500	20	500	0	
10-10-4010	Workers' Comp. Insurance	2,533	2,682	2,300	2,504	4,334	2,034	
10-10-4011	Medical Insurance	35,618	36,112	39,000	24,365	39,000	0	
10-10-4015	Federal Payroll Taxes	15,763	15,851	18,400	8,005	18,400	0	
10-10-4018	State Payroll Taxes	544	779	780	76	780	0	
Total Salaries and Benefits		252,026	259,016	269,880	140,211	271,914	2,034	0
Operations and Maintenance								
10-10-5002	Insurance - Liability	13,476	12,392	12,500	12,983	13,000	500	
10-10-5004	Membership & Dues	6,821	5,855	6,400	5,498	6,400	0	
10-10-5006	Travel & Meetings	1,345	503	1,000	944	1,000	0	
10-10-5007	Board Meetings Televised Exp	17,306	18,203	17,000	9,997	17,000	0	
10-10-5010	Publications & Legal Notices	8,015	6,107	7,200	3,046	7,200	0	
10-10-5012	Printing	541	1,170	700	550	700	0	
10-10-5014	Postage	1,600	1,835	2,000	419	2,000	0	
10-10-5016	Office & Meeting Supplies	7,166	7,367	7,200	3,246	7,200	0	
10-10-5020	Telephone	1,647	1,717	1,500	1,050	1,700	200	
10-10-5045	Miscellaneous Expenditures	6,906	6,597	5,500	2,620	5,500	0	
10-10-5046	Bank Service Charges	1,024	1,775	2,000	596	2,000	0	
10-10-5050	Elections	5,604	0	6,000	0	6,000	0	
Total Operations and Maintenance		71,452	63,520	69,000	40,949	69,700	700	0
Contract Services								
10-10-5610	Legal Services	58,992	22,735	28,000	8,140	28,000	0	
10-10-5615	Financial Audit-Consulting	8,700	10,100	10,100	10,400	10,700	600	
10-10-5620	Miscellaneous Studies	0	2,000	0	6,000	6,000	6,000	OCSD Funds Refunded
10-10-5670	Other Professional Services	56,587	49,970	38,436	11,564	38,436	0	
Total Contract Services		124,280	84,805	76,536	36,104	83,136	6,600	0
Capital Expenditures								
10-10-6010	Equipment	9,341	2432	4000	0	4000	0	
Total Administrative Services		457,098	409,772	419,416	217,264	428,750	9,334	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 20 Recreation

ACCOUNT NO.	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	
Department 20 Recreation							
Salaries and Benefits							
10-20-4001 Full Time	49,509	47,400	48,960	25,194	48,960	0	
10-20-4002 Part Time	22,556	21,254	22,950	6,460	15,000	(7,950)	PT Employees charging to maintenance
10-20-4003 Overtime	2,883	4,593	5,100	1,639	5,100	0	
10-20-4005 Event Attendant	443	1,193	1,058	518	1,058	0	
10-20-4007 Vehicle Allowance	356	312	350	0	350	0	
10-20-4010 Workers' Comp. Insurance	1,030	1,122	1,080	1,012	1,750	670	Insurance premium increase
10-20-4011 Medical Insurance	9,056	9,181	10,000	6,195	10,000	0	
10-20-4015 Federal Payroll Tax	5,743	5,701	5,814	2,586	5,814	0	
10-20-4018 State Payroll Taxes	553	571	600	41	600	0	
Total Salaries and Benefits	92,129	91,327	95,912	43,644	88,632	-7,280	0
Operations and Maintenance							
10-20-5006 Travel & Meetings	220	335	400	0	400	0	
10-20-5010 Publications & Legal Notices	154	417	200	334	420	220	
10-20-5012 Printing	57	137	100	44	100	0	
10-20-5014 Postage	79	99	150	13	150	0	
10-20-5016 Office & Meeting Supplies	868	1,027	1,000	478	1,000	0	
10-20-5017 Community Events	16,857	27,844	25,253	19,500	27,000	1,747	Increased Community Events
10-20-5019 Fireworks	6,200	6,200	6,200	6,200	6,200	0	
10-20-5020 Telephone	1,921	1,927	1,800	1,050	1,900	100	
10-20-5045 Miscellaneous Expenditures	99	150	500	0	500	0	
10-20-5048 Run Seal Beach Grant	-2,050	0	-	0	-	0	
10-20-5051 Equipment Rental	0	0	250	0	250	0	
Total Operations and Maintenance	24,404	38,135	35,853	27,619	37,920	2,067	0
Contract Services							
10-20-5670 Other Professional Services	3,314	3,288	2,300	380	2,300	0	
Total Contract Services	3,314	3,288	2,300	380	2,300	0	0
Capital Expenditures							
10-20-6010 Equipment	33	0	1,000	0	1,000	0	
Total Capital Expenditures	33	0	1,000	0	1,000	0	0
Total Recreation	119,880	132,750	135,065	71,643	129,852	(5,213)	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 30 Rossmoor Park

<u>ACCOUNT NO.</u>	<u>2014-2015 ACTUAL</u>	<u>2015-2016 ACTUAL</u>	<u>2016-2017 APPROVED BUDGET</u>	<u>DECEMBER 2016 ACTUAL</u>	<u>2016-2017 AMENDED BUDGET</u>	<u>VARIANCE</u>	<u>FOOTNOTE</u>
Department 30 Rossmoor Park							
Salaries and Benefits							
10-30-4001 Full Time	37,215	35,635	39,535	18,271	39,535	0	
10-30-4002 Part Time	11,076	12,012	12,240	10,245	15,000	2,760	PT Rec Employees charge to maintenance.
10-30-4003 Overtime	1,896	2,877	2,805	1,342	2,805	0	
10-30-4005 Event Attendant	0	0	0	0	0	0	
10-30-4010 Workers' Comp. Insurance	2,548	2,885	2,400	2,504	4,300	1,900	
10-30-4011 Medical Insurance	11,187	11,341	13,000	7,653	13,000	0	
10-30-4015 Federal Payroll Taxes	3,784	3,873	3,800	2,282	3,800	0	
10-30-4018 State Payroll Taxes	250	265	310	9	310	0	
Total Salaries and Benefits	67,954	68,888	74,090	42,307	78,750	4,660	0
Operations and Maintenance							
10-30-5010 Publications & Legal Notices	254	382	300	334	600	300	
10-30-5012 Printing	28	34	50	22	50	0	
10-30-5014 Postage	27	33	50	0	50	0	
10-30-5016 Office & Meeting Supplies	777	609	900	326	900	0	
10-30-5018 Janitorial Supplies	4,170	4,775	4,500	2,015	4,500	0	
10-30-5020 Telephone	1,784	2,290	1,650	1,050	2,300	650	
10-30-5022 Utilities	48,724	13,018	12,000	6,096	12,000	0	
10-30-5023 Water (Prev inc. in Utilities 5022)	0	16,009	25,000	16,580	25,000	0	
10-30-5025 Sewer Tax	875	892	910	453	906	(4)	Actual
10-30-5030 Vehicle Maintenance	597	638	1,000	383	1,000	0	
10-30-5032 Buildings & Grounds-Maintenance	21,965	27,138	24,000	18,590	33,000	9,000	Door & hand dryers installed. Ice machine repaired.
10-30-5034 Alarm Systems/Security	697	794	750	418	750	0	
10-30-5045 Miscellaneous/Expenditures	118	242	500	204	500	0	
10-30-5051 Equipment Rental	0	0	250	0	250	0	
10-30-5052 Minor Facility Repairs/Tools	0	0	500	0	500	0	
Total Operations and Maintenance	80,016	66,854	72,360	46,469	82,306	9,946	0
Contact Services							
10-30-5655 Landscape Maintenance	31,860	32,497	36,000	16,567	36,000	0	
10-30-5656 Tree Trimming	983	967	1,100	553	1,100	0	
10-30-5670 Other Professional Services	3,161	3,146	2,300	334	2,300	0	
Total Contract Services	36,004	36,610	39,400	17,454	39,400	0	0
Capital Expenditures							
10-30-6010 Equipment	123	0	0	0	0	0	
Total Capital Expenditures	123	0	0	0	0	0	0
Total Rossmoor Park	184,098	172,353	185,850	106,230	200,456	14,606	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 40 Montecito Center

<u>ACCOUNT NO.</u>		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 40 Montecito Center								
<u>Salaries and Benefits</u>								
10-40-4001	Full Time	31,011	29,340	31,620	15,082	31,620	0	
10-40-4002	Part Time	5,025	5,537	6,120	4,273	6,500	380	PT Rec Employees charge to maintenance.
10-40-4003	Overtime	1,353	2,095	2,040	1,016	2,040	0	
10-40-4005	Event Attendant	0	0	0	0	0	0	
10-40-4010	Workers' Comp. Insurance	2,049	2,305	2,000	2,014	4,000	2,000	
10-40-4011	Medical Insurance	9,051	9,177	9,900	6,193	9,900	0	
10-40-4015	Federal Payroll Taxes	2,858	2,832	2,856	1,556	2,856	0	
10-40-4018	State Payroll Taxes	114	136	140	0	140	0	
Total Salaries and Benefits		51,463	51,422	54,676	30,134	57,056	2,380	0
<u>Operations and Maintenance</u>								
10-40-5010	Publications & Legal Notices	154	382	582	177	582	0	
10-40-5012	Printing	28	34	50	22	50	0	
10-40-5014	Postage	27	33	50	0	50	0	
10-40-5016	Office & Meeting Supplies	777	609	900	283	900	0	
10-40-5018	Janitorial Supplies	2,754	4,137	3,500	2,015	4,000	500	
10-40-5020	Telephone	1,776	1,957	1,650	1,050	2,000	350	
10-40-5022	Utilities	3,604	1,594	2,000	738	2,000	0	
10-30-5023	Water (Prev inc. in Utilities 5022)	0	1,293	1,600	621	1,600	0	
10-40-5025	Sewer Tax	735	749	763	380	760	(3)	
10-40-5030	Vehicle Maintenance	642	627	1,000	539	1,000	0	
10-40-5032	Buildings & Grounds-Maintenance.	4,247	3,827	3,700	1,984	5,700	2,000	Vents adjusted for air conditioning
10-40-5034	Alarm Systems/Security	422	405	400	308	400	0	
10-40-5045	Miscellaneous/Expenditures	10	0	50	0	50	0	
10-40-5051	Equipment Rental	0	0	250	0	250	0	
10-40-5052	Minor Facility Repairs/Tools	208	0	500	0	500	0	
Total Operations and Maintenance		15,385	15,647	16,995	8,117	19,842	2,847	0
<u>Total Contract Services</u>								
10-40-5655	Landscape Maintenance	3,540	3,611	3,600	1,841	3,600	0	
10-40-5656	Tree Trimming	983	967	1,100	553	1,100	0	
10-40-5670	Other Professional Services	3,161	3,146	2,000	334	2,000	0	
Total Contract Services		7,684	7,724	6,700	2,728	6,700	-	0
<u>Capital Expenditures</u>								
10-40-6010	Equipment	0	0	50	1,359	1,400	1,350	AED installed at facility
Total Capital Expenditures		0	0	50	1,359	50	50	
Total Montecito Center		74,532	74,793	78,421	42,337	83,648	5,277	

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 50 Rush Park

ACCOUNT NO.		2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 50 Rush Park								
Salaries and Benefits								
10-50-4001	Full Time	36,902	35,635	37,740	18,271	37,740	0	
10-50-4002	Part Time	10,264	12,179	12,750	8,845	15,000	2,250	PT Rec Employees charge to maintenance.
10-50-4003	Overtime	1,998	2,973	2,907	1,342	2,907	0	
10-50-4005	Event Attendant	5,260	5,482	5,800	2,490	5,800	0	
10-50-4010	Workers' Comp. Insurance	2,548	2,685	2,400	2,504	4,300	1,900	
10-50-4011	Medical Insurance	11,187	11,341	13,000	7,653	13,000	0	
10-50-4015	Federal Payroll Taxes	4,129	4,315	4,370	2,366	4,370	0	
10-50-4018	State Payroll Taxes	401	405	400	62	400	0	
Total Salaries and Benefits		72,689	75,014	79,367	43,534	83,517	4,150	0
Operations and Maintenance								
10-50-5010	Publications & Legal Notices	400	382	500	334	500	0	
10-50-5012	Printing	141	48	250	22	250	0	
10-50-5014	Postage	27	33	100	0	100	0	
10-50-5016	Office & Meeting Supplies	777	609	900	283	900	0	
10-50-5018	Janitorial Supplies	3,548	4,789	4,500	2,021	4,500	0	
10-50-5020	Telephone	1,921	2,298	2,000	1,050	2,000	0	
10-50-5022	Utilities	53,366	27,934	26,000	11,888	26,000	0	
10-50-5023	Water (Prev inc. in Utilities 5022)	0	19,343	20,000	19,286	30,000	10,000	Watering increased from 2 to 3 X's week. Commercial toilets installed use more water.
10-50-5025	Sewer Tax	3,349	3,412	3,520	3,465	3,520	0	
10-50-5030	Vehicle Maintenance	750	627	1,000	382	1,000	0	
10-50-5032	Buildings & Grounds-Maintenance	19,128	25,969	24,000	11,012	25,000	1,000	Restroom partitions to be replaced.
10-50-5034	Alarm Systems/Security	649	787	750	80	750	0	
10-50-5045	Miscellaneous/Expenditures	59	142	250	204	250	0	
10-50-5051	Equipment Rental	250	0	250	0	250	0	
10-50-5052	Minor Facility Repairs/Tools	0	0	500	0	500	0	
Total Operations and Maintenance		84,366	86,373	84,520	50,026	95,520	11,000	0
Contract Services								
10-50-5655	Landscape Maintenance	31,860	32,497	36,000	16,567	36,000	0	
10-50-5656	Tree Trimming	983	967	1,100	553	1,100	0	
10-50-5670	Other Professional Services	3,161	3,146	2,300	334	2,300	0	
Total Contract Services		36,004	36,610	39,400	17,454	39,400	0	0
Capital Expenditures								
10-50-6010	Equipment	123	0	250	0	250	0	
Total Capital Expenditures		123	0	250	0	250	0	0
Total Rush Park		193,181	197,997	203,537	111,014	218,687	15,150	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 60 Street Lighting, 65 Signature Wall, and 70 Street Sweeping

ACCOUNT NO.	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 60 Street Lighting							
Operations and Maintenance							
10-60-5020 Telephone	595	699	580	339	715	135	
Contract Services							
10-60-5650 Lighting & Maintenance	107,364	106,120	107,000	42,057	107,000	0	
Total Street Lighting	107,959	106,819	107,580	42,396	107,715	135	0
Department 65 Rossmoor Signature Wall							
Operations and Maintenance							
10-65-5002 Insurance - Liability	2,000	2,000	2,000	2,000	2,000	0	
10-65-5032 Buildings & Grounds-Maintenance	0	0	100	0	100	0	
Total Rossmoor Signature Wall	2,000	2,000	2,100	2,000	2,100	0	0
Department 70 Street Sweeping							
Operations and Maintenance							
10-70-5020 Telephone	595	632	580	339	650	70	
Total Operations and Maintenance	595	632	580	339	650	70	0
Contract Services							
10-70-5642 Street Sweeping	54,475	54,514	55,000	22,327	55,000	0	
Total Street Sweeping	55,070	55,145	55,580	22,666	55,650	70	0

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 80 Parkway Trees

ACCOUNT NO.	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 80 Parkway Trees							
Salaries and Benefits							
10-80-4002 Salaries Part Time	17,572	19,801	20,400	9,991	20,400	0	
10-80-4003 Salaries Overtime	12	131	500	0	500	0	
10-80-4007 Vehicle Allowance	402	437	500	446	900	400	Additional trips needed
10-80-4015 Federal Payroll Tax -FICA	1,345	1,525	1,377	764	1,377	0	
10-80-4018 State Payroll Taxes	272	157	275	0	275	0	
Total Salaries and Benefits	19,604	22,052	23,052	11,201	23,452	400	0
Operations and Maintenance							
10-80-5012 Printing	0	1	25	0	25	0	
10-80-5014 Postage	12	15	300	0	300	0	
10-80-5016 Office & Meeting Supplies	97	147	200	76	200	0	
10-80-5020 Telephone	1,189	1,315	1,000	677	1,300	300	
10-80-5030 Vehicle Maintenance	50	0	50	0	50	0	
10-80-5051 Equipment Rental	30	0	50	0	50	0	
Total Operations and Maintenance	1,378	1,478	1,625	754	1,925	300	0
Contract Services							
10-80-5656 Tree Trimming	62,525	65,660	65,000	44,150	73,000	8,000	
10-80-5660 Tree Removals	885	2,837	3,500	1,295	3,500	0	
10-80-5670 Other Professional Services	6,422	6,344	4,300	1,313	4,300	0	
Total Contract Services	69,832	74,841	72,800	46,757	80,800	8,000	0
Capital Expenditures							
10-80-6015 Trees	15,039	19,952	18,500	6,656	31,500	13,000	Trees needing replacement increased
Total Parkway Trees	105,853	101,138	115,977	65,368	137,677	21,700	

2016-2017 AMENDED BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 90 Mini-Parks & Medians

ACCOUNT NO.	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Department 90 Mini-Parks & Medians							
Salaries and Benefits							
10-90-4001 Full Time	654	670	665	335	665	0	
10-90-4003 Overtime	41	69	62	28	62	(0)	
10-90-4010 Workers' Comp. Insurance	119	130	120	117	120	0	
10-90-4015 Federal Payroll Taxes	53	57	56	28	56	(0)	
10-90-4018 State Payroll Taxes	10	2	15	0	15	0	
Total Salaries and Benefits	877	927	918	508	918	(0)	0
Operations and Maintenance							
10-90-5020 Telephone	595	640	500	339	640	140	
10-90-5022 Utilities	6,763	1,107	800	390	800	0	
10-30-5023 Water (Prev inc. in Utilities 5022)	0	5,430	5,000	3,115	5,900	900	Additional day of watering
10-90-5030 Vehicle Maintenance	1,082	0	100	0	100	0	
10-90-5032 Building & Grounds Maintenance.	0	356	1,000	772	1,000	0	
10-90-5045 Miscellaneous/Expenditures	0	0	100	0	100	0	
10-90-5051 Equipment Rental	0	0	100	0	100	0	
10-90-5052 Minor Facility Repairs/Tools	0	0	200	0	200	0	
Total Operations and Maintenance	8,440	7,533	7,800	4,616	8,840	1,040	0
Contract Services							
10-90-5655 Landscape Maintenance	3,540	3,611	3,600	1,841	3,600	0	
10-90-5656 Tree Trimming	328	322	500	184	500	0	
10-90-5670 Other Professional Services	61	47	50	18	50	0	
Total Contract Services	3,929	3,980	4,150	2,043	4,150	0	0
Capital Expenditures							
10-90-6010 Equipment	0	0	100	0	100	0	
Total Capital Expenditures	0	0	100	0	100	0	0
Total Mini-Park: PRE	13,246	12,441	12,968	7,168	14,008	1,040	0
TOTAL GENERAL FUND EXPENDITURES	1,312,917	1,265,209	1,316,494	688,087	1,378,543	62,049	

2016-2017 AMENDED BUDGET
RUSH PARK ASSESSMENT DISTRICT - FUND 20
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET
<u>Assigned Fund Balance, Beginning</u>		0	0	
<u>Rush Park AD Revenues</u>				
Assessments				
20-00-3100	Current Year Secured	378,784	381,588	380,000
20-00-3101	Prior Year Secured	2,522	2,565	3,400
20-00-3500	Transfer in other funds			
20-00-3500	Other Misc. Rev.	0	0	0
Total Rush Park AD Revenues		381,306	384,153	383,400
<u>Rush Park AD Expenditures</u>				
20-50-5619	Bond Trustee	3,048	3,048	3,048
20-50-5617	Admin Fee	20,000	20,000	20,000
Total Contract Services		23,048	23,048	23,048
<u>Annual Debt Service</u>				
20-50-5800	Principal	230,000	245,000	250,000
20-50-5801	Interest	121,210	106,485	90,830
20-50-5045	Miscellaneous	0	0	0
Total Annual Debt Service		351,210	351,485	340,830
Total Rush Park AD Expenditures		374,258	374,533	363,878
Revenues Less Expenditures		7,049	9,620	19,522
<u>Transfers Out</u>		0	0	0
(1) Transfer Out - (To Fund 50 as directed by auditor)		7,049	9,620	19,522
Fund Balance, End of Year		0	0	0

2016-2017 AMENDED BUDGET
CAPITAL IMPROVEMENT PROGRAM - FUND 40
REVENUES / EXPENDITURES BY ACCOUNT NUMBER

ACCOUNT NO.	TITLE	2014-2015 ACTUAL	2015-2016 ACTUAL	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	VARIANCE	FOOTNOTE
Assigned Fund Balance, Beginning		97,685	129,602	74,913	105,109	105,109	0	
Revenues								
	Golden State Water Reimbursement	0	18,092	0	0	0	0	
	40-00-3600 Transfer In Fund 10	100,000	50,000	0	0	0	0	
	40-00-3600 Transfer In Fund 20	0	0	0	0	0	0	
	40-00-3600 Transfer In Fund 30	0	0	0	0	0	0	
		0						
Total Capital Improvement Program Revenues		197,685	197,694	74,913	105,109	105,109	0	
Expenditures								
	Dept.							
	Rossmoor Park	0	10,778	18,000	9,452	10,688	(7,313)	Cabinets finished & paid in 2015-2016
	Montecito Center	7,898	0	0	0	0	0	
	Rush Park	36,431	44,816	23,000	23,475	28,606	5,606	Increased costs due co. requirements
	Rossmoor Wall	22,024	0	0	0	0	0	
	General	1,730	36,991	5,000	6,222	9,451	4,451	Down payment required/Board Approved
Total Expenditures		68,083	92,585	46,000	39,149	48,745	2,745	
		0						
Revenues Less Expenditures		129,602	105,109	28,913	65,960	56,365		
Fund Balance, End of Year		129,602	105,109	28,913	65,960	56,365	0	

CAPITAL IMPROVEMENT PROGRAM BUDGET
2016-2017 AMENDED BUDGET

PROJECT TITLE	ACTUAL 2014-2015	ACTUAL 2015-2016	2016-2017 APPROVED BUDGET	DECEMBER 2016 ACTUAL	2016-2017 AMENDED BUDGET	2017-2018 INFORMATION ONLY	2018-2019 INFORMATION ONLY	2019-2020 INFORMATION ONLY	2020-2021 INFORMATION ONLY
REVENUES									
Beginning Fund Balance	\$97,685	\$129,602	\$74,913	\$105,109	\$105,109	\$56,364	(\$14,036)	(\$50,836)	(\$65,836)
Transfer from Fund 10	\$100,000	\$50,000		\$0					
Golden State Water Reimbursement for Water Conservation	0	18,092		0					
TOTAL REVENUES	\$197,685	\$197,694	\$74,913	\$105,109	\$105,109	\$56,364	(\$14,036)	(\$50,836)	(\$65,836)
EXPENSES									
ROSSMOOR PARK									
Community Room Cabinets	\$0	\$10,778	\$10,000	\$1,236	\$1,236				
Park Benches Near Tot Lot (Estimate)						\$3,600			
Rossmoor Park Playground (Estimate)									\$100,000
Basketball and Tennis Courts Resurfacing (Estimate)							\$20,000		
3 Drinking Fountains (Estimate)			\$8,000	\$9,452	\$9,452				
Community Room Carpeting (Estimate)						\$1,500			
Upgrade Park Lighting to LED (Walkway Lights and Walkway Lamps)						\$6,800			
Roll Coat Maintenance Pour-in-Place (Estimate \$8000 both parks)						\$4,000			
ROSSMOOR PARK SUBTOTAL	\$0	\$10,778	\$18,000	\$10,688	\$10,688	\$15,900	\$20,000	\$0	\$100,000
MONTECITO									
<i>X Montecito Remodel Completed</i>	\$7,898								
Outdoor Security Lighting (Estimate)									\$5,000
Upgrade Counter Tops and Drop Ceiling (Estimate)							\$6,800		
Carpeting (Estimate)							\$5,000		
MONTECITO SUBTOTAL	\$7,898	\$0	\$0	\$0	\$0	\$0	\$11,800	\$0	\$5,000
RUSH PARK									
Parking Lot Repair		\$0	\$0			\$33,000			
<i>X Upgrade Auditorium Lamp Fixtures and Install Emergency Lighting COMPLETED</i>	\$34,270								
<i>X Outlet and Circuit Breaker for Movies in the Park (Project Removed from CIP)</i>	\$2,161								
<i>X Site A Landscape Shade COMPLETED</i>									
Rush Park Playground Landscape Shade		\$44,816	\$23,000	\$28,606	\$28,606				
Auditorium & Room Carpeting (Estimate)								\$10,000	
Electrical Event Lighting (Estimate)						\$5,000			
Roll Coat Maintenance Pour-in-Place (Estimate \$8000 both parks)						\$4,000			
RUSH PARK SUBTOTAL	\$36,431	\$44,816	\$23,000	\$28,606	\$28,606	\$42,000	\$0	\$10,000	\$0
ROSSMOOR WALL									
Return remaining funds for wall to Fund 30 as authorized by Board	\$22,024	\$0							
ROSSMOOR WALL SUBTOTAL	\$22,024	\$0	\$0	\$0		\$0	\$0	\$0	\$0
GENERAL	\$1,730								
Kempton Park Lights (For Safety)						\$7,500			
Work Truck (Finance for 4 years)			\$5,000	\$6,761	\$9,451	\$5,000	\$5,000	\$5,000	
<i>X Rossmoor Park Smart Meter for water conservation - COMPLETED</i>		\$9,450							
<i>X Landscape Rush and Rossmoor for water conservation - COMPLETED</i>		\$18,092							
<i>Canceled: Rossmoor Park Field 1 Replace w/Dustless Dirt TBD - \$53,250</i>									
<i>X Rush Park Smart Meter for water conservation - COMPLETED</i>		\$9,450							
<i>Canceled: Rush Park Rehabilitate and Upgrade Men's Restrooms</i>									
GENERAL SUBTOTAL	\$1,730	\$36,991	\$5,000	\$6,761	\$9,451	\$12,500	\$5,000	\$5,000	\$0
TOTAL EXPENSES	\$68,083	\$92,585	\$46,000	\$46,054	\$48,745	\$70,400	\$36,800	\$15,000	\$105,000
ENDING FUND BALANCE	\$129,602	\$105,109	\$28,913	N/A	\$56,364	(\$14,036)	(\$50,836)	(\$65,836)	(\$170,836)

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004
Amended: January 11, 2005
Amended: April 10, 2007
Amended: October 9, 2007
Amended: January 13, 2009
Amended: January 10, 2012

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: February 14, 2017
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. Fourth Quarter FY 2016-17 Status Report.

FOURTH QUARTER FY 2016-2017 STATUS REPORT

MISSION STATEMENT: The mission of the Rossmoor Community Services District is 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 The General Manager has met or discussed with members of the Orange County Sheriffs Department on several occasions during the quarter to discuss issues of public safety.

Objective 2: Meetings with OCFA No reportable issues.

Objective 3: Street Lighting The General Manager continued to work with the County of Orange and Southern California Edison Co. to explore additional street lighting on Montecito Rd. All groups involved are working together on resolving these issues for the safety of our residents.

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 Staff anticipating grants to be offered and preparing packages to submit as they become available.

Objective 2: Investments As a result of the low interest rates currently available, all of the District's idle funds are invested in LAIF. When the investment environment improves, recommendations for other investment opportunities will be presented to the Investment Committee.

Objective 3: Community Volunteers There are currently no District needs which have been identified as opportunities for volunteers. As these opportunities may arise, an effort will be made to seek out volunteer assistance.

Objective 4: User Fees Upon completion of the Rush Park shade structure, staff will reevaluate the current fees and make recommendations for an adjustment, as appropriate.

Objective 5: Fiscal Status The FY 2015-2016 Annual Final Budget was prepared for adopted at the July 14th Board meeting.

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

Objective 1: Diversity of Parkway and Park Trees The District continues to plant a variety of parkway trees that are diverse in species and consistent with like species on a particular block or street. As certain species become susceptible to pest or disease problems, they are removed from the list. Species that are determined to be suitable for street trees are added to the list as they become available through nurseries and the District's contract arborist. Trees are planted in parks on a continuous basis, to replace trees that have been removed.

Objective 2: Trimming of Parkway Trees District trees are pruned on a four-year grid cycle. Rossmoor is divided into four districts or grids, with one district being trimmed each year. The annual 'Grid Trim' for District 2 was completed in December of 2016. Off-grid trims were completed as needed, for crown thinning and young tree structural pruning. The District continues to work with Orange County Public Works toward the completion of safety and clearance trims.

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, pests and disease. The District continues to water young trees that are not being watered by residents and mature trees which have been affected by the drought and are not watered by residents. White Alder and Crape Myrtle trees in the District continue to be killed off by a root rot disease. Bacterial Scorch continues to infect Liquidambar, Magnolia trees and other species of trees in Rossmoor. Rossmoor trees continue to be monitored for a devastating pest/disease complex caused by the Polyphagous Shot Hole Borer.

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 continually provided to residents, realtors and contractors. Arboriculture related articles continue to be published in RCSD newsletter and website. Rossmoor Community Festival/Rossmoor Arbor Day Celebration for Tree City qualification: Urban Forest display with a poster and brochures, tree related raffle and children's craft.

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 Rossmoor Park Recreation office: An opening was cut out and a new door was installed to provide access for

recreation staff during preschool hours. Now RCSD staff could go in and out without disturbing their class sections.

Rush Park playground shade canopy updates: The Canopy project has been completed. Old concrete slab was removed, new concrete slab was poured and ADA restriped parking lot. Everything went well with the project Orange county inspector signed off on it. Residents have been using this canopy area more frequently.

Objective 2: Maintenance of District Properties District staff re-seeded all dried turf areas. Bright View fertilized all the turf areas. Pete's Plumbing serviced main sewer lines at all the facilities. South Bay Heating & Air conditioning Inc. serviced all the HVAC units in all the facilities. A heating motor was replaced in Rush Park kitchen and the unit is now operational.

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

Objective 4: Water Conservation The RCSD is in compliance with Golden State Water Company's standards. All irrigation controllers are scheduled to water three days per week. Parkway trees: District staff will continue watering newly planted trees in the District after the rains have subsided.

Objective 5: Best Practices for Conservation of Resources Bright View and District staff continues working 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 the second year of its winter event, the Rossmoor Winter Festival at Rush Park. Once again, toys and unused items were collected for the Orange County Sheriff's Department Operation Santa Clause and Senior Santa. Planning and monthly meetings are underway for the Rossmoor Community Festival. Dates have been set for the Concerts, Movies, and Shakespeare in the Park summer series at Rush Park. Recreation staff is also researching local bands and movie choices for the summer events.

Objective 2: Recreation/Athletic Facilities The Rossmoor Park Community Center is currently being utilized by the Youth Center's R.A.S.C.A.L.S. after school program and The Children's Garden pre-school program. LAGSL continues to utilize the fields and are in compliance with the MOU. Different options to provide better security measures to secure safety for all at Rossmoor Park is being researched by district staff.

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 are being upheld.

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 Through a coordinated effort with BrealT Services and the Administrative Assistant, the RCSD website has been completely redesigned and updated at no additional cost. The new website, which went live on February 1, 2017, has a clean, well organized, contemporary design with ample space for the wealth of information it contains. The responsive-friendly interface is adequate for use on a variety of desktop and mobile devices and is in compliance with state transparency requirements. The RecDesk Portal will also soon be modified to match the look of the main website more closely. Staff has received training on the latest RecDesk software updates. This is a work in progress. Latest website additions include the Coffee with a Cop announcement, CSULB Basketball Night, board election and swearing in ceremony photos. We will be planning updated content and design elements for the 3rd Annual Rossmoor Winter Festival website.

Objective 2: Quarterly Newsletter The winter edition of the newsletter was sent and emailed in January. The publication covered several timely and popular topics and featured the State of the District Address, 2nd Annual Rossmoor Winter Festival recap. Street sweeping FAQs, Celebrating Arbor Day article, upcoming event announcements 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 "Community Concerns" updates were sent encouraging the public's attendance at our Board Meetings and notifying them of meetings on issues of community interest such as the Village 605 Shopping Center Appeal, LA Fitness Center Project comment submission deadlines, guest speaker appearances on the homeless issue and more. Effective promotional e-blasts and social media posts were sent advertising the 2nd Annual Rossmoor Winter Festival which contributed to the record attendance of at least two thousand people. 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, and social media continue to be successfully utilized in the promotion of District programs and events (Rossmoor Winter Festival campaign) and have proven to be budget-friendly and effective.

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 has met on several occasions with LAUSD during the quarter to discuss matters of general interest.

Objective 2: Neighboring Jurisdictions The General Manager has met with officials from the City of Los Alamitos and the City of Seal Beach and the Rossmoor Homeowners Association (RHA) President on several occasions to discuss matters of general interest.

Objective 3: County of Orange The General Manager has had discussions with the County Supervisor's office and LAFCO Board members and staff on several occasions to discuss matters of general interest.

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 including parking, traffic, and street sweeping 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 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 with no reportable issues.

Objective 2: Street Sweeping Enforcement No reportable action.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: QUARTERLY RECREATION REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Recreation Report for the 4th Quarter of the 2016-2017 Fiscal Year. 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. Fourth Quarter Recreation Report.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

FEBRUARY 2017

SUMMARY

As the District's Recreation Department looks forward to a new year and new program offerings, Recreation staff reflects on the successes of 2016. A winter season that has been cold and wet at times has not deterred park users and Recreation staff continues to be busier than ever meeting the demands of the community.

Some of the recent accomplishments completed by the Recreation Department include:

- Collaboration with the Annual School Ghou! Run/Walk coordinators
- Offering a successful Holiday Toy and Gift Drive
- Rossmoor Winter Festival at Rush Park
- Coordinating with the Long Beach State Athletic Department and Men's Basketball for Rossmoor Night

The District's Recreation Department once again assisted with the coordination of the Annual School Ghou! 5k/10k Run Walk event held at Rush Park. The 6th annual event received over 500 participants supporting LAUSD schools. Event coordinators were successful in receiving road encroachment and special event permits from the County. The event had an extreme outpour of volunteer support, resulting in a highly successful event. Participants enjoyed a pumpkin patch, pancake breakfast, vendor fair and costume contest following the race through Rossmoor's beautiful tree-lined streets.

For the fifth straight year, Rossmoor residents showed tremendous generosity this Holiday season. Rossmoor's fifth annual Holiday Toy and Gift Drive program were once again highly successful. In collaboration with the OC Sheriff Department, the District's Recreation Department collected gifts for infants and youths in need. The District collected many gifts, which were then donated to the OC Sheriffs' Department for distribution of over 42,000 toys.

The District's Recreation Department along with RCSD staff and in collaboration with the Rossmoor Homeowners Association, combined efforts to once again bring the holiday spirit to Rossmoor. Rossmoor residents were encouraged to bring their holiday spirit to the 2nd Annual Rossmoor Winter Festival at Rush Park. The evening's weather helped bring joy to the estimated 2,000 in attendance for the festivities. The crowd on hand was very entertained by wonderful performances of the LAUSD Choirs. A beautiful tree lighting that lit up the night sky followed the delightful sounds. The fun filled event offered many different options to enjoy throughout the evening for children as well as adults. The auditorium provided a great area to take a picture with Santa Claus and his elves, check out a holiday movie with the family, or sit down and enjoy the holiday craft area. Those who braved the weather were able to see the live reindeer, jump around in the bounce house, and grab a bite to eat from the food trucks, do some possible gift shopping with the local vendors, and take a ride on one of the holiday trolleys. Adults were also able to enjoy a beverage if they desired in the beer garden area.

The District's Recreation Department is excited to once again, host its third CSULB Men's Basketball Rossmoor Night in support of the head coach who is a Rossmoor resident. The District has purchased tickets and is reselling them to the public at \$10 per ticket. Long Beach State is playing Hawaii on Saturday, March 4th, 2017 at 3:00pm in the Walter Pyramid. The District's Recreation Department is looking forward to a fun-filled evening of community support for Coach Monson and the men's basketball team.

Recreation staff is currently working on the following projects:

- Preparing quotes and information for the District's CIP program and other possible future projects
- Coordination of summer special event offerings
- Securing Sheriff presence at special events

The District's Recreation and Parks Superintendent have been working closely to gather quotes and research for possible future projects. The District is researching additional ways to secure the safety of park patrons at night when the office is closed. New lighting for the parkways and surrounding areas will be put into place in the near future to help with this. In addition, additional coverage on the back patio area at Rossmoor Park is being looked into to discourage people from being back there, and climbing on to the roof of the building where they should not be. With the use of the parks and playgrounds, increasing each year, the district is always looking to help provide more ways to keep kids active and engaged and the recreation staff is always looking into new and fun ways to make this happen.

As we quickly approach the District's summer of special event offerings, the District's Recreation Department is preparing options for this summer's line up of movies, concerts and Shakespeare in the Park. Based on the popularity of the 2016 events, District staff is exploring options for creating an even better fan experience. This summer the Orange County Sheriff's Department will have a booth at all of our movie events and have a Sheriff Deputy present at both the Concerts in the Park and Shakespeare in the Park events. The Sheriff's Department will use their booth as a lost and found and information center.

Future projects Recreation staff would like to implement:

- Offer additional events or collaborate with existing events to provide recreational offerings
- Reduce special event costs by securing sponsors and utilizing volunteers

As the roles and responsibilities of the Recreation Department continue to increase, staff continues to be motivated to bring more recreation opportunities into Rossmoor. The Recreation Department is excited for what is in store for the community of Rossmoor as exciting new partnerships form maximizing the potential to create community.

Respectfully Submitted By

Chris Argueta,
RCSD Recreation Superintendent



ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-4

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: QUARTERLY TREE REPORT

RECOMMENDATION:

Receive report.

BACKGROUND:

Attached is the Quarterly Tree Report for the 4th Quarter of 2016. 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. Fourth Quarter Tree Report.

2016/ 2017 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	Resident Service Request
July-16			21	12			3		36		65
August-16	34						1				83
September-16		6	29	24			5			5	48
1st Quarter Totals	34		50	36			9		36		196
October-16			101	59					43		41
November-16		11	297	179	10			2	35		72
December-16			291	184	38						20
2nd Quarter Totals		11	689	422	48			2	78		133
January-17											
February-17											
March-17											
3rd Quarter Totals											
April-17											
May-17											
June-17											
4th Quarter Totals											
FY 2016/2017 Totals											

CURRENT ACTIVITIES

Key: C=Complete I/P=In Progress On/G=Ongoing P=Pending

STATUS

WCA

Replacement Plantings	On/G
Vacant Site Planting	P
Grid #2 Maintenance Trims	C
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

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF JANUARY 10, 2017

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of January 10, 2017 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of January 10, 2017 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of January 10, 2017 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 10, 2017

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. 2016 State of the District Address: Tony DeMarco

President DeMarco presented the 2016 State of the District Address. Applause ensued. Photos were taken. The presentation was received and filed.

DOC RIVERS WITH EXPRESS ENERGY SERVICES, INC. REPORTED ON ITEM H-2 AT THIS TIME

Doc Rivers reported to the Board regarding Express Energy Services, Inc. proposal to convert existing incandescent lighting in RCSD parks and facilities to L.E.D. lighting. He stated that the project would result in no out-of-pocket costs to the District and would be funded by the Edison Company's 0% interest loan. All capital costs would then be reimbursed to Edison from the cost savings generated through the upgraded lighting system.

b. County of Orange Presentation for Discussion and Possible Action Re: Rossmoor Traffic Study by Deepthi Arabolu, Orange County Traffic Engineering Department

The Orange County Traffic Engineering Department gave a comprehensive PowerPoint Presentation of the Rossmoor Traffic Study. The presentation was received and filed.

5. ELECTION OF OFFICERS

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

1. Election of President – conducted by the General Manager; The General Manager called for nominations for the office of President. President Tony DeMarco nominated Director Michael Maynard for the position of President, the nomination was seconded by Director Bill Kahlert. The General Manager asked if there were any other nominations. Seeing none, the General Manager closed the nominations. Director Michael Maynard was unanimously elected as President of the Board of Directors, 5-0.
2. Election of First Vice President – conducted by the newly elected President; President Maynard called for nominations for the office of First Vice President.

President Michael Maynard nominated Director Ron Casey for the position of First Vice President. The nomination was seconded by Director Tony DeMarco. The President asked if there were any further nominations. Seeing none, President Maynard closed the nominations. Director Ron Casey was unanimously elected as First Vice President of the Board of Directors, 5-0.

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

President Michael Maynard nominated Director Mark Nitikman for the position of Second Vice President. The nomination was seconded by Director Tony DeMarco. The President asked if there were any further nominations. Seeing none, President Maynard closed the nominations. A roll call vote was taken. Director Mark Nitikman was unanimously elected as Second Vice President of the Board of Directors, 5-0.

NEWLY ELECTED PRESIDENT MICHAEL MAYNARD THEN PRESIDED OVER THE REMAINDER OF THE MEETING

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

John Kouros and Doug Smith opined relative to the City of Los Alamitos 605 Freeway Shopping Center Development and electronic sign installation. Mr. Kouros stated that there was only one northern exit out of Rossmoor and six exits out of Rossmoor on the east. If the project was allowed to go forward, the existing traffic would be severely downgraded from its current Level C to a Level F—essentially gridlock. Additional concerns were expressed relative to the sign blight, light pollution, noise, traffic and safety impact to Oak Middle School students. Mr. Kouros encouraged the community to remain vigilant regarding the LA Fitness Center Project in the Shops at Rossmoor. The project was being resubmitted and it also would have adverse impacts on the community. He further opined that Rossmoor needed assistance from the County. He added that the City of Los Alamitos was required to notify everyone within a 500' radius about the shopping center and sign, including affected Rossmoor residents.

Doug Smith stated that he had visited Los Alamitos City Hall in person and the City Clerk had stated that written notice had not yet been sent out to everyone within a 500' radius as required by law. The General Manager stated that he would verify with the City.

Director Nitikman remarked that the busiest main street was St. Cloud which currently sustained an average of 10K daily trips.

Kevin Pierce opined relative to the LA Fitness Project and requested that the RCSD and RHA provide support in the form of an information hub and forum for residents. He raised concerns about the adverse affect of the project on homeowner's property values. He requested the status of the restriping study on Bradbury Road. The General Manager stated that a County traffic speed calming study was still in progress; however, he would inquire on behalf of residents.

Janet Wagoner opined relative to street sweeping issues, citations and hours. She wanted to know if a more reasonable solution could be explored. The General Manager stated that the street sweeping issue has a long history and not a lot of options for change due to limited resources. He agreed to explore the handicapped parking solution and ticketing after the street sweeper had passed. He stated that he had a meeting scheduled with OCSD Lt. Jeff Puckett and Tim Whitacre later in the week and would report his findings back to the Board at a later date.

Dr. Jody Roubanis opined relative to the Rossmoor Traffic study and bike lane. She spoke on behalf of the Los Alamitos Unified School District PTA which was opposed to removal of the Foster Road Bike Lane. She cited research and survey statistics in support of that position. Dr. Roubanis recommended that a more comprehensive and inclusive study be done with cooperation of all affected community organizations (RHA, LAUSD and RCSD). She objected to the exclusionary actions taken by the Rossmoor Homeowners Association relative to the Foster Road Bike Lane removal issue. She concluded that the Rossmoor Community Services District was the official government body for the community, not the Rossmoor Homeowners Association.

The Board had questions relative to the origination of the Rossmoor Traffic Study and jurisdictional considerations. They expressed concerns relative to potential conflicts of interest for residents of Foster Road, being involved in traffic studies and decisions directly correlated with the removal of the Foster Road bike lane.

Ralph Vartabedian opined in support of the removal of the Foster Road Bike Lane. He provided a historical synopsis on the evolution of the Rossmoor Traffic Study and the research and surveys conducted in support of the argument that the Foster Road Bike Lane was underutilized. He further opined that almost 300 Foster Road residents were in favor of the bike lane's removal and the removal of the unique street parking restrictions imposed on those residents in order to accommodate the bike lane. He stated that those opposed were in favor of exploring other locations for bike lane routes that would better serve the parking and transportation needs of students and the community at large.

D. REPORTS TO THE BOARD—None

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—November 1, 2016

2. REVENUE AND EXPENDITURE REPORT—NOVEMBER 2016

Motion by Director Nitikman, seconded by Director DeMarco to approve the items on the Consent Calendar as submitted. Motion passed 5-0. The General Manager stated that due to the Accountant/Bookkeeper's extended illness, the Revenue and Expenditure Report had not been

included in the agenda until tonight, therefore there may not have been sufficient time to review the document. General Counsel recommended that the original motion be recinded.

Recinded Motion by Director Nitikman to approve Item E-1a. Minutes of December 13, 2016 as submitted and postpone Item E-2 November Revenue and Expenditure Report until the February 14, 2017 regular board meeting. Motion passed, 5-0

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. RESOLUTION NO. 17-01-10-01 LIST OF OFFICIALS AUTHORIZED TO TRANSACT BUSINESS WITH THE DISTRICT'S BANKS AND OTHER FINANCIAL INSTITUTIONS

Approve by roll call vote, Resolution No. 17-01-10-01 by reading the title only and waiving further reading as follows:

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

Resolution No. 17-01-10-01 was unanimously approved by roll call vote, 5-0.

ORDINANCES—None

H. REGULAR CALENDAR:

1. SECOND READING OF PROPOSED REVISION OF POLICIES RE: RCSD FIVE-YEAR FISCAL PLAN SPECIFIC RECOMMENDATIONS

Approve the second reading to proposed amendments to proposed policies relating to the Specific Recommendations for implementation of the RCSD Five-Year Fiscal Plan (Plan).

Henry Taboada reported that the Board previously adopted the Plan. At its December 2016 meeting, the Board took specific actions to amend the Five Specific Recommendations relating to the Plan's implementation. The amended Plan will be presented to the Board for adoption at your February meeting. The Board also gave first reading to proposed policies for implementation of the Plan. After deliberation, the Board made a minor edit to Policy No. 3021 which is now incorporated into the proposed policy. The Board's amendments for implementation of the Plan were enumerated in redline revisions to existing policies and a new proposed policy. The recommended revisions fully address the edits adopted at first reading by the Board. General Counsel has reviewed and made recommended edits to the proposed policy amendments.

Lengthy discussion ensued relative to policy nomenclature, definition of categories, departments and the potential for inadvertent expansion of the fund allocation authority of the General Manager due to lack of consistency and clarity in the policy language. Director Nitikman had concerns relative to the language in Policy 3021, Policy 3045 and questions regarding an appropriate reserve level. He asked the General Manager for a response from the District's Auditor in this regard.

It was the consensus of the Board that the policies should be further revised and brought back for a further second reading at the February 14, 2017 Board meeting. Motion by Director Casey, seconded by Director DeMarco to make changes to policies by line as discussed and bring back to the Board for further second reading. Motion passed 5-0.

1. CIP COMMITTEE REPORT-PROPOSAL FROM EXPRESS ENERGY SERVICES INC. TO CONVERT PARKS AND FACILITIES LIGHTING TO L.E.D. GENERAL ENERGY COST SAVINGS

The General Manager requested that the Board receive the report of the CIP Committee and approve its' recommendations to accept the proposal from Express Energy Services, Inc. to convert existing incandescent lighting in RCSD parks and facilities to L.E.D. lighting and authorize the General Manager to execute the necessary agreements to implement the proposed upgrading of District parks and facilities lighting system.

The General Manager reported that on Monday, December 19th, the Capital Improvement Committee met to review and consider a proposal from Express Energy Services, Inc. to convert existing incandescent lighting in our parks and facilities to L.E.D. lighting in an effort to reduce energy consumption and create cost savings for the District. Staff has met with representatives of Energy Services Inc., Doc Rivers and Dixon Hinderaker, on a number of occasions over the past several weeks to explore the possibility of such a project.

Discussion ensued relative to project financing and interest payment considerations, ageing lighting fixtures and public safety. Motion by Director Casey, seconded by Director DeMarco to proceed with having District Consultant, Express Energy Services, Inc., work with Southern California Edison Company and the RCSD General Manager to draft a contract and proposal and bring back to the Board at a future Board meeting for their consideration. Motion passed 5-0.

I. GENERAL MANAGER ITEMS:

The General Manager reported that the Rush Park Canopy Project had been completed. He announced that Architect Cheryl Williamsen had moved out of state and Scott Rivers had been hired to fill her consultant vacancy. He announced that a public hearing will be held by the City of Los Alamitos on Monday, January 30th to consider the proposed shopping center project at Katella Avenue and the 605 Freeway. The hearing will be held at the Los Alamitos City Hall beginning at 6 p.m. Concerned citizens should take this opportunity to opine. Also, on January 30, 2017 was also the last day that the public can respond to the refilling of the EIR for the LA Fitness Center Project in the Shops at Rossmoor. The General Manager also reported that he would be exploring grant possibilities on the lighting upgrades on Montecito Road. He recommended scheduling a future public workshop to review District projects and set goals for the new year. He stated that he had set up a meeting with Lieutenant Puckett and Tim Whitacre to discuss a variety of citizen concerns related to street sweeping and the regional homeless issue. He was optimistic about the sharing of information and resources among agencies regarding the homeless issue. He announced that the Los Alamitos State of the City Address was on Wednesday, March 8, 2017; additional details would be forthcoming.

J. BOARD MEMBER ITEMS:

Director Kahlert thanked former President Tony DeMarco for a fabulous year. He welcomed newly elected President Maynard and stated he looked forward to working with him in the year ahead. There was a lot to do and he was ready to get things done. Director Kahlert also thanked Recreation Superintendent Chris Argueta for his hard work on the Rossmoor Winter Festival this past year. He concluded by reminding residents to be aware of a possible increase in coyote sightings due to the heavy rains and raised floodgates in the channel.

Director Nitikman inquired about when the next CR&R large item trash pick-up would be taking place. He requested the information be added to the District website when obtained. He thanked Director DeMarco for his leadership over the past year and wished President Maynard well during the coming year. Finally, he thanked the Board for instilling their faith in him and choosing him as Second Vice President.

Director Casey reminded everyone about the monthly RHA Paper Drive at Rush Park. He remarked that there had been a great deal of surplus cardboard to recycle at the last paper drive due as a result of the holiday giftwrapping. He thanked former President DeMarco for a great year. His service was greatly appreciated. He congratulated President Maynard and stated that he was sure the District would be in good hands under his leadership this year. He concluded by announcing that he would be giving a presentation on the I-405 Freeway at the February 14, 2017 board meeting.

Director Maynard thanked Director DeMarco for his leadership and stated that it had been an honor to serve beside him as First Vice President. He thanked his fellow Board Members for their confidence in him to lead the Board in 2017. He stated he welcomed 2017 and expressed optimism about an outstanding year ahead. He reminded concerned citizens to that the deadline to submit written comments regarding the revised LA Fitness Center Project Proposal was January 30, 2017. Also on January 30, 2017 was the Los Alamitos City Council Meeting regarding the Village 605 Electronic sign Proposal and he encouraged citizens to opine..

Director DeMarco thanked his constituents, fellow Board members and staff for their support over the past year. He was honored to have served as President of the Rossmoor Community Services District. He congratulated his fellow Board Members on their respective nominations and stated he looked forward to the next four years of service. He also requested that a resident memorial bench photo be added to the next newsletter.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Casey, seconded by Director DeMarco to adjourn the regular meeting at 10:10 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1b.

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: PIFC MEETING OF JANUARY 10, 2017

RECOMMENDATION:

Approve the Minutes of the PIFC Meeting of January 10, 2017 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their PIFC meeting of January 10, 2017 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-PIFC Meeting of January 10, 2017 Prepared by the Board's Secretary/General Manager.

**MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT
PUBLIC IMPROVEMENTS FINANCING CORPORATION
REGULAR MEETING**

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, January 10, 2017

A. ORGANIZATION

- 1. CALL TO ORDER: By President Demarco at 10:16 P.M.**
- 2. ROLL CALL: Directors Casey, Kahlert, Maynard, Nitikman
President DeMarco**
- 3. PLEDGE OF ALLEGIANCE**

4. MINUTES:

a. Regular meeting of January 12, 2016

The Minutes of the Regular Meeting of January 13, 2015 were received and filed as submitted for informational purposes, since approved the prior year.

5. PRESENTATIONS – None

6. ELECTION OF OFFICERS

The General Manager requested nominations for office of President of the Corporation. Motion by Director Nitikman, Seconded by Director Michael Maynard to nominate President Michael Maynard as President of the Corporation; to nominate First Vice President Ron Casey as Vice President of the Corporation; to appoint General Manager, James D. Ruth as Secretary and Treasurer of the Corporation and to appoint Jones & Mayer as District General Counsel. A roll call vote was taken. Motion passed 5-0.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM – None

D. REPORTS TO THE BOARD - None

E. CONSENT CALENDAR - None

F. PUBLIC HEARING - None

G. RESOLUTIONS

- 1. RESOLUTION NO. 17-01-10-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT**

PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

Approve by roll call vote, Resolution No. 17-01-10-1, directing the General Manager to include the names of the newly elected officers and appointees, and by reading the title only and waiving further reading as follows:

RESOLUTION NO. 17-01-10-1, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT PUBLIC IMPROVEMENTS FINANCING CORPORATION ELECTING OFFICERS, APPOINTING COUNSEL AND SECRETARY/CHIEF FINANCIAL OFFICER TO THE CORPORATION AND DESIGNATING THE TIME AND PLACE FOR THE HOLDING OF REGULAR MEETINGS OF THE BOARD.

Motion by Director Nitikman, seconded by Director Casey to approve Resolution No. 17-01-10-1. Motion to approve Resolution No. 17-01-10-1 unanimously passed by roll call vote, 5-0.

H. BIDS, CONTRACTS, AND AGREEMENTS - None

I. ADMINISTRATIVE ITEMS - None

J. INFORMATIONAL ITEMS - None

K. BOARD MEMBER ITEMS - None

L. CLOSED SESSION - None

M. ADJOURNMENT

Motion by Director DeMarco, seconded by Director Casey, to adjourn the meeting at 10:25 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
Secretary

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2.

Date February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - DECEMBER, 2016

RECOMMENDATION:

Receive and file the Revenue and Expenditure Report for December, 2016.

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 December, 2016.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 DECEMBER 2016 @ 50.0%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	842,112.00	842,112.00	469,960.81	359,380.74	372,151.19	55.8
STREET LIGHT ASSESSMENTS	298,934.00	298,934.00	164,126.12	125,572.71	134,807.88	54.9
USE OF MONEY AND PROPERTY	2,100.00	2,100.00	874.28	0.00	1,225.72	41.6
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	788.51	788.51	59,611.49	1.3
FEES AND SERVICES	173,500.00	173,500.00	72,136.75	8,019.00	101,363.25	41.6
OTHER REVENUE	4,500.00	4,500.00	1,606.16	291.63	2,893.84	35.7
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,381,546.00	1,381,546.00	709,492.63	494,052.59	672,053.37	51.4
Expenditures						
ADMINISTRATION 1, 2, 3, 4	412,980.00	412,980.00	217,264.43	27,154.66	195,715.57	52.6
RECREATION 1, 5, 6	135,065.00	135,065.00	71,643.48	14,790.14	63,421.52	53.0
ROSSMOOR PARK 1, 5 7	185,850.00	185,850.00	106,230.27	22,335.32	79,619.73	57.2
MONTECITO CENTER 1, 5, 7, 8	78,239.00	78,239.00	42,337.43	7,592.97	35,901.57	54.1
RUSH PARK 1, 5 7, 9	203,537.00	203,537.00	109,281.90	26,587.06	94,255.10	53.7
STREET LIGHTING	107,580.00	107,580.00	42,396.09	8,495.98	65,183.91	39.4
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,580.00	22,666.01	4,675.16	32,913.99	40.8
PARKWAY TREES 10, 11	115,977.00	115,977.00	65,367.79	39,350.81	50,609.21	56.4
MINI-PARKS, MEDIANS & TRIANGLE 1, 9	12,968.00	12,968.00	7,167.61	2,093.41	5,800.39	55.3
Total Expenditures	1,309,876.00	1,309,876.00	686,355.01	153,075.51	623,520.99	52.4

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

\$ 739,612.00

REVENUE REPORT
December 2016 @ 50%

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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

Fund: 10 - GENERAL FUND

Revenues

Dept: 00

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
PROPERTY TAXES	842,112.00	842,112.00	469,960.81	359,380.74	0.00	372,151.19	55.8
ASSESSMENTS	298,934.00	298,934.00	164,126.12	125,572.71	0.00	134,807.88	54.9
USE OF MONEY AND PROPERTY	2,100.00	2,100.00	874.28	0.00	0.00	1,225.72	41.6
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	788.51	788.51	0.00	59,611.49	1.3
FEEES AND SERVICES	173,500.00	173,500.00	72,136.75	8,019.00	0.00	101,363.25	41.6
OTHER REVENUE	4,500.00	4,500.00	1,606.16	291.63	0.00	2,893.84	35.7
Dept: 00	1,381,546.00	1,381,546.00	709,492.63	494,052.59	0.00	672,053.37	51.4
Revenues	1,381,546.00	1,381,546.00	709,492.63	494,052.59	0.00	672,053.37	51.4
Grand Total Net Effect:	1,381,546.00	1,381,546.00	709,492.63	494,052.59	0.00	672,053.37	

EXPENDITURE REPORT
December 2016 @ 50%

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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

Fund: 10 - GENERAL FUND

Expenditures

Dept: 10 ADMINISTRATION

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
SALARIES AND BENEFITS 1	269,880.00	269,880.00	140,211.41	22,727.39	0.00	129,668.59	52.0
OPERATIONS AND MAINTENANCE 2	69,000.00	69,000.00	40,948.79	2,848.29	0.00	28,051.21	59.3
CONTRACT SERVICES 3,4	70,100.00	70,100.00	36,104.23	1,578.98	0.00	33,995.77	51.5
CAPITAL EXPENDITURES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0

ADMINISTRATION

412,980.00 412,980.00 217,264.43 27,154.66 0.00 195,715.57 52.6

Dept: 20 RECREATION

SALARIES AND BENEFITS 1,5	95,912.00	95,912.00	43,644.33	7,293.50	0.00	52,267.67	45.5
OPERATIONS AND MAINTENANCE 6	35,853.00	35,853.00	27,619.46	7,460.23	0.00	8,233.54	77.0
CONTRACT SERVICES	2,300.00	2,300.00	379.69	36.41	0.00	1,920.31	16.5
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0

RECREATION

135,065.00 135,065.00 71,643.48 14,790.14 0.00 63,421.52 53.0

Dept: 30 ROSSMOOR PARK

SALARIES AND BENEFITS 1,5	74,090.00	74,090.00	42,307.31	6,896.51	0.00	31,782.69	57.1
OPERATIONS AND MAINTENANCE 7	72,360.00	72,360.00	46,468.96	9,420.12	0.00	25,891.04	64.2
CONTRACT SERVICES	39,400.00	39,400.00	17,454.00	6,018.69	0.00	21,946.00	44.3

ROSSMOOR PARK

185,850.00 185,850.00 106,230.27 22,335.32 0.00 79,619.73 57.2

Dept: 40 MONTECITO CENTER

SALARIES AND BENEFITS 1,5	54,676.00	54,676.00	30,134.02	5,041.73	0.00	24,541.98	55.1
OPERATIONS AND MAINTENANCE 7	16,813.00	16,813.00	8,116.81	1,441.35	0.00	8,696.19	48.3
CONTRACT SERVICES	6,700.00	6,700.00	2,727.60	1,109.89	0.00	3,972.40	40.7
CAPITAL EXPENDITURES 8	50.00	50.00	1,359.00	0.00	0.00	-1,309.00	2,718.0

MONTECITO CENTER

78,239.00 78,239.00 42,337.43 7,592.97 0.00 35,901.57 54.1

Dept: 50 RUSH PARK

SALARIES AND BENEFITS 1,5	79,367.00	79,367.00	43,533.92	6,896.54	0.00	35,833.08	54.9
OPERATIONS AND MAINTENANCE 7,9	84,520.00	84,520.00	48,293.98	13,671.83	0.00	36,226.02	57.1
CONTRACT SERVICES	39,400.00	39,400.00	17,454.00	6,018.69	0.00	21,946.00	44.3
CAPITAL EXPENDITURES	250.00	250.00	0.00	0.00	0.00	250.00	0.0

RUSH PARK

203,537.00 203,537.00 109,281.90 26,587.06 0.00 94,255.10 53.7

Dept: 60 STREET LIGHTING

EXPENDITURE REPORT
December 2016 @ 50%

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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb, YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	580.00	338.67	102.53	0.00	241.33	58.4
CONTRACT SERVICES	107,000.00	107,000.00	42,057.42	8,393.45	0.00	64,942.58	39.3
STREET LIGHTING	107,580.00	107,580.00	42,396.09	8,495.98	0.00	65,183.91	39.4
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	338.67	102.53	0.00	241.33	58.4
CONTRACT SERVICES	55,000.00	55,000.00	22,327.34	4,572.63	0.00	32,672.66	40.6
STREET SWEEPING	55,580.00	55,580.00	22,666.01	4,675.16	0.00	32,913.99	40.8
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	23,052.00	23,052.00	11,200.90	1,801.53	0.00	11,851.10	48.6
OPERATIONS AND MAINTENANCE	1,625.00	1,625.00	753.76	214.92	0.00	871.24	46.4
CONTRACT SERVICES 10	72,800.00	72,800.00	46,757.33	29,853.56	0.00	26,042.67	64.2
CAPITAL EXPENDITURES 11	18,500.00	18,500.00	6,655.80	7,480.80	0.00	11,844.20	36.0
PARKWAY TREES	115,977.00	115,977.00	65,367.79	39,350.81	0.00	50,609.21	56.4
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS 1	918.00	918.00	507.91	86.68	0.00	410.09	55.3
OPERATIONS AND MAINTENANCE 9	7,800.00	7,800.00	4,616.22	1,233.80	0.00	3,183.78	59.2
CONTRACT SERVICES	4,150.00	4,150.00	2,043.48	772.93	0.00	2,106.52	49.2
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	12,968.00	12,968.00	7,167.61	2,093.41	0.00	5,800.39	55.3
Expenditures	1,309,876.00	1,309,876.00	686,355.01	153,075.51	0.00	623,520.99	52.4
Grand Total Net Effect:	-1,309,876.00	-1,309,876.00	-686,355.01	-153,075.51	0.00	-623,520.99	

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current Secured Property Taxes	775,200.00	775,200.00	439,658.07	355,821.93	0.00	335,541.93	56.7
3001 Current unsecured prop tax	22,000.00	22,000.00	19,570.19	0.00	0.00	2,429.81	89.0
3002 Prior secured property taxes	7,500.00	7,500.00	4,632.74	518.41	0.00	2,867.26	61.8
3003 Prior unsecured prop taxes	4,500.00	4,500.00	0.00	0.00	0.00	4,500.00	0.0
3004 Delinquent property taxes	1,080.00	1,080.00	0.00	0.00	0.00	1,080.00	0.0
3010 Current supplemental assessmnt	20,000.00	20,000.00	6,099.81	3,040.40	0.00	13,900.19	30.5
3020 Public utility tax	11,832.00	11,832.00	0.00	0.00	0.00	11,832.00	0.0
PROPERTY TAXES	842,112.00	842,112.00	469,960.81	359,380.74	0.00	372,151.19	55.8
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	298,934.00	298,934.00	164,126.12	125,572.71	0.00	134,807.88	54.9
ASSESSMENTS	298,934.00	298,934.00	164,126.12	125,572.71	0.00	134,807.88	54.9
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	2,100.00	2,100.00	874.28	0.00	0.00	1,225.72	41.6
USE OF MONEY AND PROPERTY	2,100.00	2,100.00	874.28	0.00	0.00	1,225.72	41.6
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,400.00	5,400.00	788.51	788.51	0.00	4,611.49	14.6
3305 County street sweep reimburse	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	788.51	788.51	0.00	59,611.49	1.3
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	14,500.00	14,500.00	4,508.25	694.00	0.00	9,991.75	31.1
3405 Wall Rental	600.00	600.00	100.00	40.00	0.00	500.00	16.7
3406 Ball field reservations	29,000.00	29,000.00	8,389.50	218.00	0.00	20,610.50	28.9
3410 Rossmoor building rental	18,200.00	18,200.00	5,634.00	1,604.00	0.00	12,566.00	31.0
3412 Montecito building rental	25,200.00	25,200.00	11,679.50	405.00	0.00	13,520.50	46.3
3414 Rush Park Building Rental	86,000.00	86,000.00	41,825.50	5,058.00	0.00	44,174.50	48.6
FEES AND SERVICES	173,500.00	173,500.00	72,136.75	8,019.00	0.00	101,363.25	41.6
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	4,500.00	4,500.00	1,606.16	291.63	0.00	2,893.84	35.7
OTHER REVENUE	4,500.00	4,500.00	1,606.16	291.63	0.00	2,893.84	35.7
Dept: 00	1,381,546.00	1,381,546.00	709,492.63	494,052.59	0.00	672,053.37	51.4
Revenues	1,381,546.00	1,381,546.00	709,492.63	494,052.59	0.00	672,053.37	51.4
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	10,000.00	10,000.00	3,450.00	1,050.00	0.00	6,550.00	34.5
4001 Salaries - Full-time	193,800.00	193,800.00	99,750.88	16,011.56	0.00	94,049.12	51.5
4003 Salaries - Overtime	5,100.00	5,100.00	2,039.82	535.98	0.00	3,060.18	40.0
4007 Vehicle Allowance	500.00	500.00	19.55	19.55	0.00	480.45	3.9
4010 Workers Compensation Insurance	2,300.00	2,300.00	2,504.46	366.23	0.00	-204.46	108.9
4011 Medical Insurance	39,000.00	39,000.00	24,365.49	3,402.01	0.00	14,634.51	62.5
4015 Federal Payroll Tax -FICA	18,400.00	18,400.00	8,004.96	1,325.81	0.00	10,395.04	43.5
4018 State Payroll Taxes	780.00	780.00	76.25	16.25	0.00	703.75	9.8
SALARIES AND BENEFITS	269,880.00	269,880.00	140,211.41	22,727.39	0.00	129,668.59	52.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	12,500.00	12,500.00	12,983.10	0.00	0.00	-483.10	103.9
5004 Memberships and Dues	6,400.00	6,400.00	5,498.00	175.00	0.00	902.00	85.9
5006 Travel & Meetings	1,000.00	1,000.00	943.65	0.00	0.00	56.35	94.4
5007 Televised Meeting Costs	17,000.00	17,000.00	9,997.20	1,679.50	0.00	7,002.80	58.8
5010 Publications & Legal Notices	7,200.00	7,200.00	3,046.07	0.00	0.00	4,153.93	42.3

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

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

5012 Printing	700.00	700.00	550.01	0.00	0.00	149.99	78.6
5014 Postage	2,000.00	2,000.00	418.60	0.00	0.00	1,581.40	20.9
5016 Office Supplies	7,200.00	7,200.00	3,246.40	603.20	0.00	3,953.60	45.1
5020 Telephone	1,500.00	1,500.00	1,049.78	307.57	0.00	450.22	70.0
5045 Miscellaneous Expenditures	5,500.00	5,500.00	2,619.87	0.00	0.00	2,880.33	47.6
5046 Bank Service Charge	2,000.00	2,000.00	596.31	83.02	0.00	1,403.69	29.8
5050 Elections	6,000.00	6,000.00	0.00	0.00	0.00	6,000.00	0.0

OPERATIONS AND MAINTENANCE

69,000.00 69,000.00 40,948.79 2,848.29 0.00 28,051.21 59.3

Acct Class: 56 CONTRACT SERVICES

5610 Legal Counsel	28,000.00	28,000.00	8,140.00	1,080.00	0.00	19,860.00	29.1
5615 Financial Audit Consulting (3)	10,100.00	10,100.00	10,400.00	0.00	0.00	-300.00	103.0
5620 Misc Studies (4)	0.00	0.00	6,000.00	0.00	0.00	-6,000.00	0.0
5670 Other Professional Services	32,000.00	32,000.00	11,564.23	498.98	0.00	20,435.77	36.1

CONTRACT SERVICES

70,100.00 70,100.00 36,104.23 1,578.98 0.00 33,995.77 51.5

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
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CAPITAL EXPENDITURES

4,000.00 4,000.00 0.00 0.00 0.00 4,000.00 0.0

ADMINISTRATION

412,980.00 412,980.00 217,264.43 27,154.66 0.00 195,715.57 52.6

Dept: 20 RECREATION

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time (5)	48,960.00	48,960.00	25,193.86	4,234.87	0.00	23,766.14	51.5
4002 Salaries - Part-time	22,950.00	22,950.00	6,459.92	1,020.50	0.00	16,490.08	28.1
4003 Salaries - Overtime	5,100.00	5,100.00	1,639.17	517.56	0.00	3,460.83	32.1
4005 Salaries - Event Attendant	1,058.00	1,058.00	517.50	60.00	0.00	540.50	48.9
4007 Vehicle Allowance	350.00	350.00	0.00	0.00	0.00	350.00	0.0
4010 Workers Compensation Insurance (1)	1,080.00	1,080.00	1,012.44	148.05	0.00	67.56	93.7
4011 Medical Insurance	10,000.00	10,000.00	6,194.95	864.95	0.00	3,805.05	61.9
4015 Federal Payroll Tax -FICA	5,814.00	5,814.00	2,585.60	446.07	0.00	3,228.40	44.5
4018 State Payroll Taxes	600.00	600.00	40.89	1.50	0.00	559.11	6.8

SALARIES AND BENEFITS

95,912.00 95,912.00 43,644.33 7,293.50 0.00 52,267.67 45.5

Acct Class: 50 OPERATIONS AND MAINTENANCE

5006 Travel & Meetings	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5010 Publications & Legal Notices	200.00	200.00	333.58	0.00	0.00	-133.58	166.8
5012 Printing	100.00	100.00	44.46	0.00	0.00	55.54	44.5
5014 Postage	150.00	150.00	13.17	0.00	0.00	136.83	8.8
5016 Office Supplies	1,000.00	1,000.00	478.25	108.98	0.00	521.75	47.8
5017 Community Events (6)	25,253.00	25,253.00	19,500.22	7,043.68	0.00	5,752.78	77.2
5019 Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020 Telephone	1,800.00	1,800.00	1,049.78	307.57	0.00	750.22	58.3
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0

OPERATIONS AND MAINTENANCE

35,853.00 35,853.00 27,619.46 7,460.23 0.00 8,233.54 77.0

Acct Class: 56 CONTRACT SERVICES

5670 Other Professional Services	2,300.00	2,300.00	379.69	36.41	0.00	1,920.31	16.5
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CONTRACT SERVICES

2,300.00 2,300.00 379.69 36.41 0.00 1,920.31 16.5

Acct Class: 60 CAPITAL EXPENDITURES

6010 Equipment	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
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CAPITAL EXPENDITURES

1,000.00 1,000.00 0.00 0.00 0.00 1,000.00 0.0

RECREATION

135,065.00 135,065.00 71,643.48 14,790.14 0.00 63,421.52 53.0

Dept: 30 ROSSMOOR PARK

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	39,535.00	39,535.00	18,271.15	3,041.40	0.00	21,263.85	46.2
4002 Salaries - Part-time (5)	12,240.00	12,240.00	10,245.29	1,682.18	0.00	1,994.71	83.7
4003 Salaries - Overtime	2,805.00	2,805.00	1,342.37	350.41	0.00	1,462.63	47.9
4010 Workers Compensation Insurance (1)	2,400.00	2,400.00	2,504.46	366.23	0.00	-104.46	104.4
4011 Medical Insurance	13,000.00	13,000.00	7,652.58	1,068.47	0.00	5,347.42	58.9
4015 Federal Payroll Tax -FICA	3,800.00	3,800.00	2,282.27	387.82	0.00	1,517.73	60.1
4018 State Payroll Taxes	310.00	310.00	9.19	0.00	0.00	300.81	3.0
SALARIES AND BENEFITS	74,090.00	74,090.00	42,307.31	6,896.51	0.00	31,782.69	57.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	300.00	333.54	0.00	0.00	-33.54	111.2
5012 Printing	50.00	50.00	22.22	0.00	0.00	27.78	44.4
5014 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5016 Office Supplies	900.00	900.00	325.94	54.49	0.00	574.06	36.2
5018 Janitorial Supplies	4,500.00	4,500.00	2,014.62	535.89	0.00	2,485.38	44.8
5020 Telephone	1,650.00	1,650.00	1,049.78	307.57	0.00	600.22	63.6
5022 Utilities	12,000.00	12,000.00	6,095.74	1,177.73	0.00	5,904.26	50.8
5023 Water	25,000.00	25,000.00	16,579.63	5,814.98	0.00	8,420.37	66.3
5025 SECURED PROP TAX	910.00	910.00	452.75	0.00	0.00	457.25	49.8
5030 Vehicle Maintenance	1,000.00	1,000.00	382.59	95.64	0.00	617.41	38.3
5032 Building & Grounds-Maintenance (7)	24,000.00	24,000.00	18,589.60	1,413.92	0.00	5,410.40	77.5
5034 Alarm Systems	750.00	750.00	418.43	19.90	0.00	331.57	55.8
5045 Miscellaneous Expenditures	500.00	500.00	204.12	0.00	0.00	295.88	40.8
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	72,360.00	72,360.00	46,468.96	9,420.12	0.00	25,891.04	64.2
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	16,567.20	5,522.40	0.00	19,432.80	46.0
5656 Tree Trimming	1,100.00	1,100.00	553.08	468.15	0.00	546.92	50.3
5670 Other Professional Services	2,300.00	2,300.00	333.72	28.14	0.00	1,966.28	14.5
CONTRACT SERVICES	39,400.00	39,400.00	17,454.00	6,018.69	0.00	21,946.00	44.3
ROSSMOOR PARK							
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	31,620.00	31,620.00	15,082.28	2,513.16	0.00	16,537.72	47.7
4002 Salaries - Part-time (5)	6,120.00	6,120.00	4,272.64	841.10	0.00	1,847.36	69.8
4003 Salaries - Overtime	2,040.00	2,040.00	1,015.75	252.73	0.00	1,024.25	49.8
4010 Workers Compensation Insurance (1)	2,000.00	2,000.00	2,014.21	294.54	0.00	-14.21	100.7
4011 Medical Insurance	9,900.00	9,900.00	6,192.79	864.59	0.00	3,707.21	62.6
4015 Federal Payroll Tax -FICA	2,856.00	2,856.00	1,556.35	275.61	0.00	1,299.65	54.5
4018 State Payroll Taxes	140.00	140.00	0.00	0.00	0.00	140.00	0.0
SALARIES AND BENEFITS	54,676.00	54,676.00	30,134.02	5,041.73	0.00	24,541.98	55.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	400.00	400.00	176.81	0.00	0.00	223.19	44.2
5012 Printing	50.00	50.00	22.22	0.00	0.00	27.78	44.4
5014 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5016 Office Supplies	900.00	900.00	282.53	54.49	0.00	617.47	31.4
5018 Janitorial Supplies	3,500.00	3,500.00	2,014.62	535.89	0.00	1,485.38	57.6
5020 Telephone	1,650.00	1,650.00	1,049.78	307.57	0.00	600.22	63.6
5022 Utilities	2,000.00	2,000.00	738.22	253.39	0.00	1,261.78	36.9
5023 Water	1,600.00	1,600.00	620.93	0.00	0.00	979.07	38.8
5025 SECURED PROP TAX	763.00	763.00	380.22	0.00	0.00	382.78	49.8
5030 Vehicle Maintenance	1,000.00	1,000.00	539.07	95.64	0.00	460.93	53.9
5032 Building & Grounds-Maintenance (7)	3,700.00	3,700.00	1,984.40	175.06	0.00	1,715.60	53.6
5034 Alarm Systems	400.00	400.00	308.01	19.31	0.00	91.99	77.0

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

Rossmore Community

For the Period: 7/1/2016 to 12/31/2016		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		16,813.00	16,813.00	8,116.81	1,441.35	0.00	8,696.19	48.3
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	1,840.80	613.60	0.00	1,759.20	51.1
5656	Tree Trimming	1,100.00	1,100.00	553.08	468.15	0.00	546.92	50.3
5670	Other Professional Services	2,000.00	2,000.00	333.72	28.14	0.00	1,666.28	16.7
CONTRACT SERVICES		6,700.00	6,700.00	2,727.60	1,109.89	0.00	3,972.40	40.7
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment (8)	50.00	50.00	1,359.00	0.00	0.00	-1,309.00	2718.0
CAPITAL EXPENDITURES		50.00	50.00	1,359.00	0.00	0.00	-1,309.00	2,718.0
MONTECITO CENTER		78,239.00	78,239.00	42,337.43	7,592.97	0.00	35,901.57	54.1
Dept: 50 RUSH PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	37,740.00	37,740.00	18,271.15	3,041.40	0.00	19,468.85	48.4
4002	Salaries - Part-time (5)	12,750.00	12,750.00	8,845.29	1,682.18	0.00	3,904.71	69.4
4003	Salaries - Overtime	2,907.00	2,907.00	1,342.37	350.41	0.00	1,564.63	46.2
4005	Salaries - Event Attendant	5,800.00	5,800.00	2,490.00	0.00	0.00	3,310.00	42.9
4010	Workers Compensation Insurance (1)	2,400.00	2,400.00	2,504.46	366.23	0.00	-104.46	104.4
4011	Medical Insurance	13,000.00	13,000.00	7,652.60	1,068.47	0.00	5,347.40	58.9
4015	Federal Payroll Tax -FICA	4,370.00	4,370.00	2,365.78	387.85	0.00	2,004.22	54.1
4018	State Payroll Taxes	400.00	400.00	62.27	0.00	0.00	337.73	15.6
SALARIES AND BENEFITS		79,367.00	79,367.00	43,533.92	6,896.54	0.00	35,833.08	54.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	500.00	500.00	333.58	0.00	0.00	166.42	66.7
5012	Printing	250.00	250.00	22.23	0.00	0.00	227.77	8.9
5014	Postage	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5016	Office Supplies	900.00	900.00	282.53	54.49	0.00	617.47	31.4
5018	Janitorial Supplies	4,500.00	4,500.00	2,020.68	537.50	0.00	2,479.32	44.9
5020	Telephone	2,000.00	2,000.00	1,049.76	307.57	0.00	950.24	52.5
5022	Utilities	26,000.00	26,000.00	11,888.07	3,664.97	0.00	14,111.93	45.7
5023	Water (9)	20,000.00	20,000.00	19,286.16	6,070.40	0.00	713.84	96.4
5025	SECURED PROP TAX	3,520.00	3,520.00	1,732.72	0.00	0.00	1,787.28	49.2
5030	Vehicle Maintenance	1,000.00	1,000.00	382.30	95.64	0.00	617.70	38.2
5032	Building & Grounds-Maintenance (7)	24,000.00	24,000.00	11,011.82	2,921.95	0.00	12,988.18	45.9
5034	Alarm Systems	750.00	750.00	80.01	19.31	0.00	669.99	10.7
5045	Miscellaneous Expenditures	250.00	250.00	204.12	0.00	0.00	45.88	81.6
5051	Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052	Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE		84,520.00	84,520.00	48,293.98	13,671.83	0.00	36,226.02	57.1
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	36,000.00	36,000.00	16,567.20	5,522.40	0.00	19,432.80	46.0
5656	Tree Trimming	1,100.00	1,100.00	553.08	468.15	0.00	546.92	50.3
5670	Other Professional Services	2,300.00	2,300.00	333.72	28.14	0.00	1,966.28	14.5
CONTRACT SERVICES		39,400.00	39,400.00	17,454.00	6,018.69	0.00	21,946.00	44.3
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	250.00	250.00	0.00	0.00	0.00	250.00	0.0
CAPITAL EXPENDITURES		250.00	250.00	0.00	0.00	0.00	250.00	0.0

REVENUE/EXPENDITURE REPORT
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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
RUSH PARK		203,537.00	203,537.00	109,281.90	26,587.06	0.00	94,255.10	53.7
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	338.67	102.53	0.00	241.33	58.4
OPERATIONS AND MAINTENANCE		580.00	580.00	338.67	102.53	0.00	241.33	58.4
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	107,000.00	107,000.00	42,057.42	8,393.45	0.00	64,942.58	39.3
CONTRACT SERVICES		107,000.00	107,000.00	42,057.42	8,393.45	0.00	64,942.58	39.3
STREET LIGHTING		107,580.00	107,580.00	42,396.09	8,495.98	0.00	65,183.91	39.4
Dept: 65 ROSSMOOR WALL								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032	Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL		2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	580.00	580.00	338.67	102.53	0.00	241.33	58.4
OPERATIONS AND MAINTENANCE		580.00	580.00	338.67	102.53	0.00	241.33	58.4
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	55,000.00	55,000.00	22,327.34	4,572.63	0.00	32,672.66	40.6
CONTRACT SERVICES		55,000.00	55,000.00	22,327.34	4,572.63	0.00	32,672.66	40.6
STREET SWEEPING		55,580.00	55,580.00	22,666.01	4,675.16	0.00	32,913.99	40.8
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002	Salaries - Part-time	20,400.00	20,400.00	9,990.95	1,610.54	0.00	10,409.05	49.0
4003	Salaries - Overtime	500.00	500.00	0.00	0.00	0.00	500.00	0.0
4007	Vehicle Allowance	500.00	500.00	445.69	67.79	0.00	54.31	89.1
4015	Federal Payroll Tax -FICA	1,377.00	1,377.00	764.26	123.20	0.00	612.74	55.5
4018	State Payroll Taxes	275.00	275.00	0.00	0.00	0.00	275.00	0.0
SALARIES AND BENEFITS		23,052.00	23,052.00	11,200.90	1,801.53	0.00	11,851.10	48.6
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	25.00	25.00	0.48	0.00	0.00	24.52	1.9
5014	Postage	300.00	300.00	0.00	0.00	0.00	300.00	0.0
5016	Office Supplies	200.00	200.00	76.41	9.88	0.00	123.59	38.2
5020	Telephone	1,000.00	1,000.00	676.87	205.04	0.00	323.13	67.7
5030	Vehicle Maintenance	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5051	Equipment Rental	50.00	50.00	0.00	0.00	0.00	50.00	0.0
OPERATIONS AND MAINTENANCE		1,625.00	1,625.00	753.76	214.92	0.00	871.24	46.4
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	65,000.00	65,000.00	44,149.80	29,649.17	0.00	20,850.20	67.9
5660	TREE REMOVAL	3,500.00	3,500.00	1,294.80	0.00	0.00	2,205.20	37.0
5670	Other Professional Services	4,300.00	4,300.00	1,312.73	204.39	0.00	2,987.27	30.5
CONTRACT SERVICES		72,800.00	72,800.00	46,757.33	29,853.56	0.00	26,042.67	64.2
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	18,500.00	18,500.00	6,655.80	7,480.80	0.00	11,844.20	36.0
CAPITAL EXPENDITURES		18,500.00	18,500.00	6,655.80	7,480.80	0.00	11,844.20	36.0

REVENUE/EXPENDITURE REPORT
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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

Fund: 10 - GENERAL FUND

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

PARKWAY TREES	115,977.00	115,977.00	65,367.79	39,350.81	0.00	50,609.21	56.4
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	665.00	665.00	334.50	56.29	0.00	330.50	50.3
4003 Salaries - Overtime	62.00	62.00	28.47	8.31	0.00	33.53	45.9
4010 Workers Compensation Insurance (1)	120.00	120.00	117.21	17.14	0.00	2.79	97.7
4015 Federal Payroll Tax -FICA	56.00	56.00	27.73	4.94	0.00	28.27	49.5
4018 State Payroll Taxes	15.00	15.00	0.00	0.00	0.00	15.00	0.0
SALARIES AND BENEFITS	918.00	918.00	507.91	86.68	0.00	410.09	55.3
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	500.00	500.00	338.72	102.49	0.00	161.28	67.7
5022 Utilities	800.00	800.00	390.49	97.08	0.00	409.51	48.8
5023 Water (9)	5,000.00	5,000.00	3,115.40	609.17	0.00	1,884.60	62.3
5030 Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032 Building & Grounds-Maintenance	1,000.00	1,000.00	771.61	425.06	0.00	228.39	77.2
5045 Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051 Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052 Minor Facility Repairs	200.00	200.00	0.00	0.00	0.00	200.00	0.0
OPERATIONS AND MAINTENANCE	7,800.00	7,800.00	4,616.22	1,233.80	0.00	3,183.78	59.2
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	1,840.80	613.60	0.00	1,759.20	51.1
5656 Tree Trimming	500.00	500.00	184.31	156.03	0.00	315.69	36.9
5670 Other Professional Services	50.00	50.00	18.37	3.30	0.00	31.63	36.7
CONTRACT SERVICES	4,150.00	4,150.00	2,043.48	772.93	0.00	2,106.52	49.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	12,968.00	12,968.00	7,167.61	2,093.41	0.00	5,800.39	55.3
Expenditures	1,309,876.00	1,309,876.00	686,355.01	153,075.51	0.00	623,520.99	52.4
Net Effect for GENERAL FUND	71,670.00	71,670.00	23,137.62	340,977.08	0.00	48,532.38	32.3
Change in Fund Balance:			23,137.62				

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

	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	216,807.19	156,642.79	0.00	163,192.81	57.1
3101 Property assessments-prior yr	3,400.00	3,400.00	1,490.60	127.58	0.00	1,909.40	43.8
ASSESSMENTS	383,400.00	383,400.00	218,297.79	156,770.37	0.00	165,102.21	56.9
Dept: 00	383,400.00	383,400.00	218,297.79	156,770.37	0.00	165,102.21	56.9
Revenues	383,400.00	383,400.00	218,297.79	156,770.37	0.00	165,102.21	56.9
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	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES	23,048.00	23,048.00	3,047.50	0.00	0.00	20,000.50	13.2
Acct Class: 58 DEBT SERVICE							
5800 Principal	250,000.00	250,000.00	260,000.00	0.00	0.00	-10,000.00	104.0
5801 Interest	90,830.00	90,830.00	48,771.07	0.00	0.00	42,058.93	53.7
DEBT SERVICE	340,830.00	340,830.00	308,771.07	0.00	0.00	32,058.93	90.6
RUSH PARK	363,878.00	363,878.00	311,818.57	0.00	0.00	52,059.43	85.7
Expenditures	363,878.00	363,878.00	311,818.57	0.00	0.00	52,059.43	85.7
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	19,522.00	19,522.00	-93,520.78	156,770.37	0.00	113,042.78	-479.1
Change in Fund Balance:			-93,520.78				

REVENUE/EXPENDITURE REPORT
December 2016 @ 50%

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Rossmoor Community

For the Period: 7/1/2016 to 12/31/2016

Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS

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

Revenues

Dept: 00
Acct Class: 30 PROPERTY TAXES

2999 FY Begin Fund Balance	74,913.00	74,913.00	0.00	0.00	0.00	74,913.00	0.0
PROPERTY TAXES	74,913.00	74,913.00	0.00	0.00	0.00	74,913.00	0.0
Dept: 00	74,913.00	74,913.00	0.00	0.00	0.00	74,913.00	0.0

Revenues

74,913.00 74,913.00 0.00 0.00 0.00 74,913.00 0.0

Expenditures

Dept: 30 ROSSMOOR PARK
Acct Class: 60 CAPITAL EXPENDITURES

6005 Buildings and Improvements	18,000.00	18,000.00	9,452.00	0.00	0.00	8,548.00	52.5
CAPITAL EXPENDITURES	18,000.00	18,000.00	9,452.00	0.00	0.00	8,548.00	52.5
ROSSMOOR PARK	18,000.00	18,000.00	9,452.00	0.00	0.00	8,548.00	52.5

Dept: 50 RUSH PARK
Acct Class: 60 CAPITAL EXPENDITURES

6005 Buildings and Improvements	23,000.00	23,000.00	23,475.00	8,900.00	0.00	-475.00	102.1
CAPITAL EXPENDITURES	23,000.00	23,000.00	23,475.00	8,900.00	0.00	-475.00	102.1
RUSH PARK	23,000.00	23,000.00	23,475.00	8,900.00	0.00	-475.00	102.1

Dept: 75 CAPITAL PROJECTS
Acct Class: 50 OPERATIONS AND MAINTENANCE

5045 Miscellaneous Expenditures	5,000.00	5,000.00	6,222.27	538.25	0.00	-1,222.27	124.4
OPERATIONS AND MAINTENANCE	5,000.00	5,000.00	6,222.27	538.25	0.00	-1,222.27	124.4
CAPITAL PROJECTS	5,000.00	5,000.00	6,222.27	538.25	0.00	-1,222.27	124.4

Expenditures

46,000.00 46,000.00 39,149.27 9,438.25 0.00 6,850.73 85.1

Net Effect for CAPITAL PROJECTS CONTRIBUTIONS
Change in Fund Balance:

28,913.00 28,913.00 -39,149.27 -9,438.25 0.00 68,062.27 -135.4

Grand Total Net Effect: 120,105.00 120,105.00 -108,721.26 488,351.06 0.00 228,826.26

**ROSSMOOR COMMUNITY SERVICES DISTRICT
FOOTNOTES - FINANCIAL REPORT APRIL 2016
EXPENDITURES**

#1 Workers Comp Insurance 10-10-4010, 10-20-4010, 10-30-4010, 10-40-4010, 10-50-4010, 10-90-4010	increase due claim in 2015. Will be adjusted in Amended Budget
#2 Insurance - Liability 10-10-5002	Slight increase due purchase new district truck. Will be adjusted in Amended Budget.
#3 Financial Audit 10-10-5615	Slight increase over 2015-2016. Will be adjusted in Amended Budget.
#4 Miscellaneous Studies 10-10-5620	Unused funds donated from Sheriff's Dept returned. Will be adjusted in Amended Budget.
#5 Part Time 10-20-4002	Recreation part time employees working more in maintenance. Recreation hours less. Rossmoor Park, Montecito, and Rush Park hours added. Will be adjusted in Amended Budget.
#6 Community Events 10-20-5017	Additional events. Slight increase. Will be adjusted in Amended Budget.
#7 Building and Ground Maintenance 10-30-5032, 10-40-5032, 10-50-5032	Additional projects as noted in Amended Budget. Will be adjusted in Amended Budget.
#8 Equipment 10-40-3010	AED equipment purchased for Montecito Center. Will be adjusted in Amended Budget.
#9 Water 10-50-5023, 10-90-5023	Watering increased from 2 days to 3. Will be adjusted in Amended Budget.
#10 Tree Trimming 10-80-5656	Additional trees need trimming. Will be adjusted in Amended Budget.
#11 Trees 10-80-6015	Aging and diseased trees removed. Additional trees needed to replace. Will be adjusted in Amended Budget.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: February 14, 2017

To: Honorable Board of Directors

From: General Manager

SUBJECT: RESOLUTION No. 17-02-14-01 ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET AMENDMENT TOTAL AMOUNTS FOR FISCAL YEAR 2016-2017 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

RECOMMENDATION:

Approve Resolution No. 17-02-14-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL BUDGET REVENUES AND EXPENDITURES MID-YEAR BUDGET AMENDMENT TOTALS FOR THE FISCAL YEAR 2016-2017 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

BACKGROUND:

The Board at their July 12, 2016 Board meeting discussed and approved by Resolution the Proposed Final Budget for the Fiscal Year 2016-2017. Approval of that resolution is in keeping with SB135 which requires approval by resolution of the Final Budget by the Board of Directors. This action establishes budgetary control by the Board at the Fund level. Further, adjustments to the Final Budget also require a resolution. Attached is the Resolution and the Mid –year Final Budget Revenues and Expenditures Total Amounts Summary (Attachment A).

Any revisions to the Amended Budget may be made during discussion of the Agenda item.

ATTACHMENTS:

1. Resolution No. 17-02-14-01 with Attachment A – Mid-year Final Budget Revenue and Expenditure Totals Amount Summary.

DRAFT RESOLUTION NO. 17-02-14-01

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR
COMMUNITY SERVICES ESTABLISHING THE MID-YEAR AMENDED
BUDGET REVENUE AND EXPENDITURES TOTAL AMOUNT FOR THE
FISCAL YEAR 2016-2017**

WHEREAS, the Rossmoor Community Services District Budget Committee did discuss and recommend approval of the District's Fiscal Year 2016-2017 Amended Budget at its Committee Meeting on February 6, 2017.

WHEREAS, the Rossmoor Community Services District did discuss and approve the District's Fiscal Year 2016-2017 Mid-Year Adjusted Budget at its Regular Meeting on February 14, 2017.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Rossmoor Community Services District that it hereby establishes the Mid-Year Adjusted Budget Revenue and Expenditure Totals, by Fund in the amounts specified in Attachment A for the Fiscal Year 2016-2017.

PASSED, APPROVED AND ADOPTED this 14th day of February 2017.

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: _____
Michael Maynard, President

ATTEST:

Secretary of the
Rossmoor Community Services District

ATTACHMENT A

ANNUAL FISCAL YEAR 2016-2017 ANNUAL AMENDED BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT SUMMARY

TOTAL FUND REVENUES

FUND 10	\$1,401,034
FUND 20	\$383,400
FUND 40 (Including beginning Fund Balance)	\$105,109

TOTAL ALL FUNDS **\$1,889,543**

TOTAL FUND EXPENDITURES

FUND 10	\$1,378,543
FUND 20	\$363,878
FUND 40	\$48,745

TOTAL ALL FUNDS **\$1,791,166**

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: FURTHER SECOND READING OF PROPOSED REVISION OF POLICIES RE:
RCSD FIVE-YEAR FISCAL PLAN SPECIFIC RECOMMENDATIONS

RECOMMENDATION:

Approve the second reading to proposed amendments to proposed policies relating to the Specific Recommendations for implementation of the RCSD Five-Year Fiscal Plan (Plan).

BACKGROUND:

The Board has previously adopted the Plan. At your December 2016 meeting, the Board took specific actions to amend the Five Specific Recommendations relating to the Plan's implementation. The annual update of the Plan will be presented to the Board for adoption at your March, 2017 meeting.

At your December, 2016 meeting the Board deliberated the first reading to proposed policies for implementation of the Plan. After discussion, the Board made minor edits to those policies regarding the respective formats of the District's budget and the monthly Revenue and Expense Report. At your January, 2017 meeting during second reading, the Board made further edits to those policies regarding the expenditure limits of the General Manager and voted to refer the matter back to the General Manager for resubmission at this meeting. Those revisions, which are now incorporated into those proposed policies, are now presented for a further second reading.

The Board's amendments for implementation of the Plan are enumerated in redline revisions to existing policies and a new proposed policy. These recommended changes and additions now fully address the edits adopted at first reading by the Board. These revised policies are attached for your review and second reading by the Board as follows:

- a. Policy No. 3020 proposes revisions which incorporates the inclusion of the RCSD Five-Year Plan Specific Recommendations as a part of the budget review and adoption process, as well as, minor language changes.

b. Policy No. 3021 proposes revisions which provide for the authority for the General Manager to move budgeted amounts within line items of a specific Department. From a practical matter, the General Manager must routinely evaluate budget expenditures in order to properly manage the operation of the District. A requirement for Board approval for the movement of funds between and among what has been termed “categories” within a departmental budget conflicts with Policy No. 2000 which authorizes the General Manager to expend funds in accordance with the latest approved budget. Departmental “Categories” will now simply referred to as account classes of line items within a departmental budget. These account classes are defined in the proposed policy which maintains consistency between the adopted Budget and the Revenue and Expenditure Report reporting formats. This policy is further revised to include the expenditure limits (\$5,000) of the General Manager as outlined in Policy No. 3050 Purchasing Bidding and Contracting.

c. Revision to Policy No. 3040 simply broadens the scope of the policy and also includes a provision for inquiries or requests from the public.

d. Introduction of Policy No. 3045 sets forth the manner and methods for implementation of the RCSD Five-Year Fiscal Plan Specific Recommendations.

e. Revision of Policy No. 3050 is a minor change regarding the multiple uses of the District’s credit card.

General Counsel has reviewed and made recommended edits to the proposed policy amendments. These have been incorporated into this document.

ATTACHMENTS:

1. Draft Minutes of the December 2016 Meeting of the Board re: Adoption of Specific Recommendations Based on Five-Year Fiscal Plan.
2. Policy No. 3020 Budget Preparation, Adoption and Revision.
 - a. Current
 - b. Redline
3. Policy No.3021 Budgetary Control.
 - a. Current
 - b. Redline
4. Policy No. 3040 Utilization and Control of District Fiscal Resources.
 - a. Current
 - b. Redline
5. Policy No. 3045 Preservation of District Fiscal Resources.
 - a. Proposed
6. Policy No. 3050 District Purchasing, Bidding and Contracting.
 - a. Current
 - b. Redline



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, July 12, 2016

A. ORGANIZATION

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

- 2. ROLL CALL:** Directors Burgess, Casey, Kahlert
1st Vice President Maynard
President DeMarco had an excused absence

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS—None

B. ADDITIONS TO AGENDA--None

C. PUBLIC FORUM:

D. REPORTS TO THE BOARD: None

E. CONSENT CALENDAR:

DIRECTOR BURGESS REQUESTED THAT ITEM E-2 REVENUE AND EXPENDITURE REPORT BE PULLED FROM THE CONSENT CALENDAR.

1a. MINUTES REGULAR BOARD MEETING—June 14, 2016

1b. MINUTES SPECIAL BOARD MEETING—June 28, 2016

Motion by Director Casey seconded by Director Kahlert to approve Items E-1a., E-1b on the Consent Calendar as submitted. Motion passed 4-0.

2. REVENUE AND EXPENDITURE REPORT—May 2016

Director Burgess had comments relative to health insurance costs and his desire to replace employee health coverage with a 401K Plan. Acting President Maynard stated that the Board had voted on providing health benefits for its employees and if he disagreed with that decision he could submit a request RCSD President DeMarco to have the matter placed on a future agenda for discussion and consideration by the current Board.

Motion by Director Kahlert seconded by Director Casey to approve Item E-2 on the Consent Calendar as submitted. Motion passed 4-0.

F. PUBLIC HEARING:

1. ADOPTION OF PROPOSED FY 2016-2017 FINAL BUDGET.

Recommendation to open hearing, receive presentation from General Manager, take public testimony, close hearing, deliberate and approve Fiscal Year 2016-2017 Proposed Final Budget. Upon the Board's approval of the Proposed Final Budget, you will be asked to adopt Annual Budget Revenues and Expenditures Total Amounts by resolution.

The budget document before you was prepared before final year 2015-2016 budget numbers have been audited by the District's Auditor. This is due to the timing of the budget calendar required by SB 135 which does not provide sufficient time to complete an audit before the Final Budget must be adopted. The Final Budget will be fully reconciled when the District's Annual Audit is completed, at which time it will be presented to the Audit Committee and the Board at a future meeting.

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

These changes include the Annual Salary Plan, as recommended by the Budget Committee and Capital Improvement budget and Project Lists adjustments, as recommended by the Public Works/CIP Committee. Not included this year are adjustments to fees due to the almost flat CPI during the year.

AT THIS TIME ACTING PRESIDENT MAYNARD OPENED UP THE PUBLIC HEARING

Discussion Ensued. Motion by Casey, seconded by Director Kahlert to adopt the proposed FY 2016-2017 Final Budget. Motion passed 3-1, with Director Burgess voting No.

G. RESOLUTIONS:

1. RESOLUTION NO. 16-07-12-01 ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2016-2017 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

Recommendation to approve Resolution No. 16-07-12-01 by roll call vote by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT RESOLUTION NO. 16-07-12-01 ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2016-2017 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

Motion by Director Kahlert, seconded by Director Casey to approve Resolution No. 16-07-12-01 Establishing the Annual Revenue and Expenditure Total Amounts for Fiscal Year 2016-2017 for the Rossmoor Community Services District. Motion passed 4-0.

ORDINANCES: None

H. REGULAR CALENDAR:

1. ADOPTION OF SPECIFIC RECOMMENDATIONS BASED ON FIVE-YEAR FISCAL PLAN.

As a conclusion to the Board's adoption of the Final Budget, it is deemed appropriate to approve the Specific Recommendations for future budgetary control. These recommendations could be formalized in new or amended Board policies. Should the Board be amenable to proceeding in this manner, staff will develop policies and/or amendments to current policies and present these to the Budget Committee for their review. Based on the Committee's review, these policies will be presented to the Board for first reading at a future meeting.

Recommendation to Approve the Specific Recommendations based on the RCSD Five-Year Fiscal Plan (Plan). Discussion ensued.

Motion by Director Kahlert, seconded by Director Casey to eliminate Item 2, split Item 5 into two separate items and define the term "unanticipated windfall" to provide clarity and process and bring back to the Board in articulated policy language format with redlines.

General Counsel Tarquin Preziosi suggested a policy amendment as restated below.

Amended Motion by Director Kahlert, seconded by Director Burgess to reword the Five-Year Fiscal Plan to include the Board's latest recommendations and bring back as policy redlines for consideration at a future board meeting. Motion passed 4-0.

2. ELECTION OF CANDIDATE FOR THE CALIFORNIA SPECIAL DISTRICTS ASSOCIATION BOARD OF DIRECTORS.

Recommendation to discuss proposed slate of candidates (3) and give direction to General Manager to submit its vote for one candidate for the Board of the California Special District Association (CSDA).

Discussion ensued. Motion by Director Casey, seconded by Director Kahlert to vote for candidate Bill Nelson for the Board of the California Special District Association (CSDA). Motion passed 4-0.

3. AUTHORIZE THE GENERAL MANAGER TO AWARD A CONTRACT TO THE LOWEST RESPONSIBLE BIDDER FOR INSTALLATION OF A SHADE CANOPY IN RUSH PARK.

Recommendation to authorize General Manager to execute contract with lowest responsible bidder for the replacement of Rush Park Shade Canopy adjacent to the playground.

As a part of the review of the proposed FY 2016-2017 Preliminary Budget the Budget and the Public Work/CIP Committees recommended that the Board approve Rush Park Canopy capital project for this fiscal year. The Shade Canopy is for the purpose of replacing the temporary shade canopy

adjacent to the playground. The condition of the current canopy warrants immediate replacement due to its failure to meet fire code and the condition of the canopy which poses a safety issue for users.

Based on Board approval of Agenda Item F-1, it is recommended that the General Manager be authorized to proceed immediately with this project. Attached are bids and costs which are consistent with the funds available for this project. It is therefore recommended that the Board authorize the General to execute a contract with the lowest responsible bidder for the project.

Discussion ensued. Motion by Director Kahlert, seconded by Director Casey to authorize the General Manager to execute a contract with the lowest responsible bidder for the replacement of the Rush Park Shade Canopy adjacent to the playground. Motion passed 4-0.

I. GENERAL MANAGER ITEMS:

The General Manager reported that the Rossmoor Community Services District Board of Directors held a special meeting on June 28, 2016 at 7:00 p.m. at Rush Park in order to address citizen concerns surrounding the decision of the Seal Beach Planning Commission to approve the construction of an LA Fitness Health Club in the Shops at Rossmoor in Seal Beach. At that meeting the RCSD Board adopted a formal Resolution opposing the decision. Rossmoor Townhomes President Margaret Parker was present at the special meeting and, together with her Rossmoor neighbors, has filed an appeal of the Planning Commission's decision. He encouraged Rossmoor residents to attend the next Seal Beach City Council meeting on the 25th of July at 7:00 p.m. to opine. The General Manager stated that the Eagle Scout phase of the Kempton Park Demonstration Project was well underway. He praised Eagle Scout Owen Pierce for a job well done. He added that the Rossmoor Park replacement cabinets were now installed and were fully operational. The Montecito Road lighting improvements have been scheduled by SoCal Edison; proceeding with project \$17K rebate. Golden State Water had recently notified the District regarding modifications to the drought mandates; it was now permissible to water three times per week and Park Superintendent Omero Perez was working hard to implement the increased allowances. The General Manager also stated that he had spoken to Tim Whitaker, Representative with Supervisor Michelle Steele's office, regarding the status of the traffic study. Mr. Whitaker had indicated that the County has bi-furcated the study with one dedicated to the Foster Road Bike Lane issue. He announced that this Friday, July 15th was the second Concert/Movie in the Park, featuring Big Sandy and His Fly Rite Boys and Inside Out. The File Depot had agreed to sponsor the August Concert/Movie Event. For the first time the Movie was being sponsored by The File Depot, who had also offered to become one of the sponsors of the Rossmoor Winter Festival Event. The report was received and filed.

J. BOARD MEMBER ITEMS:

Director Burgess stated that the turnout for the last Concert/Movie in the Park event was more than double the usual attendance. He wanted to know if the movie screen size had been reduced and if a larger one could be obtained for the next event. The General Manager stated that he would research the matter with the Recreation Superintendent. Director Burgess concluded by stating that the Eagle Scout Project was proceeding this weekend with the drawing of the circle and installation of bender board. He added that much of the sand had been relocated to Rush and Rossmoor Park in order to supplement the playground areas, at a significant cost savings to the District.

Director Casey encouraged both Rossmoor and Seal Beach residents to opine at the next Seal Beach City Council Meeting on Monday, July 25th at 7 p.m. to opine regarding the appeal of the LA Fitness Center Project in the Shops at Rossmoor. He added that the District had approved a resolution in opposition of the project and the higher the public attendance, the stronger the chances the decision would be overturned. Director Casey announced that two Shakespeare in the Park performances (Cybeline and Othello) would be held on Saturday, July 23rd and Sunday, July 24th and invited everyone to enjoy the theatrical performances. He concluded by reminding residents to guard their small pets from coyotes as it was coyote breeding season and coyote kills were increasing again. He reminded residents to report coyote sightings and encounters on the new RossmoorWildlife Watch website or call the hotline. For emergencies, citizens should always call 9-1-1.

Director Kahlert thanked the RCSD for watering the field at Rush Park; it looked much greener. He urged staff to continue watering. Director Kahlert praised the Kempton Park Mini-Park Demonstration Project, stating it was a fantastic two phase endeavor. He suggested adding another sign which included a legend of plant identifiers so that visitors could educate themselves about the species of plants. Acting President Maynard concurred and added that they had also spoken about adding signage memorializing the project contributors.

Project Coordinator Mark Nitikman responded that the plans for the demonstration project included signage which identified the plant species.

Acting President Maynard thanked Cheryl Williamsen for her attendance and the detailed and comprehensive report she provided to the Board. He added that the District had undergone many positive changes over the past year, including the Rush Park Drought Tolerant Landscaping and Beautification project, the Kempton Park Demonstration Project, facility upgrades and more. He concluded that the addition of these safe and beautiful community assets was a good investment for the District. He concluded with comments relative to the LA Fitness Health Club project appeal and stated that the Seal Beach Planning Commission chose to ignore the original EIR Commission's vote opposing the project 4-1 and decided instead to approve the project on a 3-2 vote. He opined that the City of Seal Beach did not seem to care about the lives of those below the I-405 fwy. He asked General Counsel if it was possible for the Seal Beach City Council to decide that there wasn't enough study done. Tarquin Preziosi replied that the City Council could deny the appeal or sustain the appeal and direct further studies.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Casey, seconded by Director Kahlert to adjourn the regular meeting at 9:23 p.m. Motion passed 4-0.

SUBMITTED BY:

James D. Ruth
General Manager

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

REDLINE

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

3020.21 RCSD Five-Year Fiscal Plan: Concurrently with the preparation of the Preliminary Budget, the General Manager shall update the Plan for review by the Budget Committee.

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

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

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

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

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

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

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

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

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

3020.70 Second Public Notice: The public notice must be published a second time at least two (2) weeks before the Final Budget hearing in at least one newspaper of general circulation in accordance with Section 61110(d) of the Government Code.

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

Amended:

Rossmoor Community Services District

Policy

No. 3021

BUDGETARY CONTROL

3021.10 Budgetary Control: This policy shall serve as the budget control document for the District and shall govern the movement of funds within the budget.

3021.20 Budget Elements: The District's expense budget is structured upon Funds, Departments and Departmental categories of expense or account classes which currently include Salaries and Benefits, Operations and Maintenance, Contract Services and Capital Expenditures (each a "Category"). Each of these contains enumerated line items of expense.

3021.30 Budget Control Points: Movement or transfer of funds is controlled as follows:

3021.31 Movement or Transfer of Budgeted Amounts Between Funds or Between Departments: Board approval by Resolution is required for this transaction.

3021.32 Transfer of Budgeted Amounts Between and Among Categories : Board approval is required for this transaction.

3021.33 Transfer of Budget Amounts Within Line Items (Within a Category): The General Manager has the authority, in accordance with Policy 2000.80, to expend funds in accordance with the latest approved budget.

3021.40 Budget Approval Calendar/Revision: Budget approval and revision are governed by Policy No. 3020 Budget Preparation, Adoption and Revision.

3021.50 Purchasing Limits: Purchasing limits and control are governed by Policy No. 3050 Purchasing.

Adopted: October 9, 2007

REDLINE

Rossmoor Community Services District

Policy

No. 3021

BUDGETARY CONTROL

3021.10 Budgetary Control: This policy shall serve as the budget control document for the District and shall govern the movement of funds within the budget.

3021.20 Budget Elements: The District's expense budget is structured upon Funds, Departments and Departmental account classes which currently include Salaries and Benefits, Operations and Maintenance, Contract Services and Capital Expenditures . Each of these **elements** contains enumerated line items of expense.

3021.30 Budget Control Points: Movement or transfer of funds is controlled as follows:

3021.31 Movement or Transfer of Budgeted Amounts Between Funds or Between Departments: Board approval by Resolution is required for this transaction.

3021.32 Transfer of Budgeted Amounts Between and Among **Line Items Within a Department:** The General Manager has the authority, in accordance with Policy No. 2000.80, to expend funds in accordance with the latest approved Budget. Line Item Transfers within a Department budget shall not exceed \$5,000 without Board approval.

3021.40 Budget Preparation, Adoption and Revision: Budget preparation, adoption, and revision are governed by Policy No. 3020 Budget Preparation, Adoption and Revision.

3021.50 Expenditure/Purchasing Limits: Expenditure/purchasing limits (**\$5,000**) and control are governed by Policy No. 3050 District **Expenditure**, Purchasing, Bidding and Contracting **Limits**.

Adopted: October 9, 2007

Amended:

Rossmoor Community Services District

Policy

No. 3040

UTILIZATION OF DISTRICT RESOURCES

3040.10 Purpose: In order to more effectively utilize the resources and priorities of the District in terms of staff time and labor, this Policy shall apply to those situations where the General Manger receives requests or inquiries from individual Board members. This policy shall not apply to requests for public records pursuant to Government Code Section 6250.

3040.20 Procedure: A request or inquiry from a Board Member to the General Manager which the General Manager determines would consume an inordinate amount of time and/or labor to fulfill, may be placed on the next regularly scheduled agenda for consideration by the Board of Directors.

3040.30 Action by the Board: The Board shall consider any such requests or inquiries and provide direction to the General Manager

Adopted: June 9, 2015

REDLINE

Rossmoor Community Services District

Policy

No. 3040

UTILIZATION AND CONTROL OF DISTRICT FISCAL RESOURCES

3040.00 Policy: The utilization and control of District financial resources is a prime responsibility of the Board and General Manager.

3040.10 Board Member Requests: In order to more effectively utilize the resources and priorities of the District in terms of staff time and labor, this Policy shall apply to those situations where the General Manger receives requests or inquiries from individual Board members. This policy shall not apply to requests for public records pursuant to Government Code Section 6250.

3040.20 Procedure: A request or inquiry from a Board Member to the General Manager which the General Manager determines would consume an inordinate amount of time and/or labor to fulfill, may be placed on the next regularly scheduled agenda for consideration by the Board of Directors.

3040.30 Action by the Board: The Board shall consider any such requests or inquiries, **within the scope and context of RCSD Five-Year Fiscal Plan**, and provide direction to the General Manager.

Adopted: June 9, 2015

Amended:

PROPOSED
Rossmoor Community Services District

Policy

No. 3045

PRESERVATION OF DISTRICT FISCAL RESOURCES

3045:00 District Fiscal Resources: A critical element of financial stability is the maintenance of adequate reserve levels within District Funds and accounts.

3045:10 Fund Level Reserves: Each Fund within the District's Annual Budget and Fund of Accounts may have different reserve requirements.

3045.11 Debt Service Funds: Debt service Funds will have specific reserve requirements which are spelled out in the bond covenants creating the debt. Those required reserve levels may only be used as a safe guard for meeting debt service requirements for the retirement of the debt. Any amounts collected from the bond holders over and above the required reserve amount(s) may be used for any legal purpose of the District as determined by the trustee.

3045.12 Operating Fund Reserves: Operating fund reserves for Funds such as Fund 10 General Fund require minimum reserve levels as set forth in General Accounting Standards Board (GASB) for establishment]] of an adequate " Rainy Day Fund". The District's Auditor determined that a sum of \$250,000 was appropriate with the District's Annual Operating Budget. In addition, the Board has adopted a total emergency reserve amount of \$500,000 as called for in the RCSD Five-Year Fiscal Plan. Operating Funds such as Fund 40 Capital Improvement Fund which have no dedicated revenue do not require a reserve level.

3045.20 Pooled Cash: In order for the District to match monthly on-going expenses with fluctuating revenue, all of the District's idle funds are pooled for this purpose. Monies used for this purpose may include Fund 10 reserves, inter Fund transfers, one-time unanticipated revenue (wind falls) or cash on hand within any District account. Upon year-end reconciliation of District accounts, all monies used as pooled cash are restored to their appropriate accounts.

3045.30 Use of Unrestricted Reserve Funds: Use of reserves for unbudgeted expenses, other than for emergency purposes, **which would draw down reserves by more than \$5,000 for each occurrence with a maximum of \$25,000 in a fiscal year**, shall be reviewed and approved by the Board through amendment of the Annual Budget by resolution and in accordance with the RCSD Five-Year Fiscal Plan. In no event, other than an emergency situation, will such expenditures be authorized which would affect the "Rainy Day" minimum level established in Section 3045.12 of this policy.

3045.40 Fund Transfers: Transfer of monies from other Funds to the Fund 10 General Fund requires Board approval by Resolution as set forth in Policy No. 3021 Budgetary Control. Such transfers which are not specifically identified for funding unbudgeted expenses approved by the Board shall be accounted for as additional reserves, not operating budget revenue.

3045.50 Unanticipated Revenue: Use of unanticipated revenue (wind falls) shall not be used for any purpose which would result in an on-going expense without a review and approval by the Board within the scope and context of the RCSD Five-Year Fiscal Plan. A wind fall is defined as

unanticipated, unbudgeted, one-time revenue from a non-traditional source such as a grant or donation. Fluctuations in normal revenue sources such, as property and assessment taxes are not considered a windfall and may be used for expenditures during the course of normal District business.

3045.60 RCSD Five-Year Fiscal Plan: The Plan shall be updated annually by the General Manager after adoption of the Annual Audit by the Board and prior to the development of the Mid-Year Budget Adjustment and the Preliminary Annual Budget which shall be presented to the Budget Committee and the Board as a part of the Mid-Year Budget adjustment and the Preliminary Annual Budget review process.

DRAFT

Adopted:

Rossmoor Community Services District

Policy

No. 3050

DISTRICT PURCHASING, BIDDING AND CONTRACTING

3050.10 Expense Authorization: The General Manager has the authority and responsibility for managing and expending District funds in accordance with the approved annual District Final Budget (see Policy No. 2000, General Manager Authority and Responsibilities).

3050.20 Limits on Expenditures: The General Manager shall report promptly to the Board any expenditure for equipment, supplies or contract services that exceeds \$5,000. Any contract for goods or services totaling \$10,000 or more, in any one year or any amendment or extension thereto involving a change of more than \$10,000 shall be subject to Board review and approval.

3050.30 Required Payment Signatures: All District payments require two signatures in accordance with Policy No. 4055. All requests for payment shall be accompanied by an invoice or other documentation supporting the claim.

3050.40 Credit Card: The District credit card shall have a limit of \$5,000. Review of the claims and payments will be performed in the manner required by Policy 3050.30, above.

3050.50 Revolving Cash Fund: The Revolving Cash Fund for incidental expenses shall be \$400. A review of these expenditures for authorization by the approved District Budget shall be performed prior to replenishment of the fund.

3050.60 Public Works Projects: The General Manager shall conduct a competitive bid process in accordance with the Public Contract Code section 20161, including noticed bidding and sealed bids for any contract for the construction of a public works project which is estimated to cost in excess of \$25,000. The General Manager shall present the competitive bid results to the Board and the Board shall award the contract, if at all, to the lowest responsive and responsible bidder.

3050.61 Specific Bidder Requirements: In order to qualify as a responsible bidder, unless otherwise specifically exempt under applicable law, a bidder must submit evidence of currently valid California State Contractor's license as specified in the notice inviting bids, must agree to provide Worker's Compensation Insurance pursuant to the provisions of Labor Code section 1860 et seq, and the payment of prevailing wages, and must agree to indemnify the District in an amount as determined by the General Manager.

3050.70 Emergency Expenditures: All emergency expenditures shall be in accordance with Policy No. 2000.160.

Adopted: December 9, 2003
Amended: April 10, 2007
Amended: October 9, 2007
Amended: November 11, 2014
Amended May 10, 2016

REDLINE

Rossmoor Community Services District

Policy

No. 3050

**DISTRICT EXPENDITURE, PURCHASING, BIDDING AND
CONTRACTING LIMITS**

3050.10 Expense Authorization: The General Manager has the authority and responsibility for managing and expending District funds in accordance with the approved annual District Final Budget (see Policy No. 2000, General Manager Authority and Responsibilities).

3050.20 Limits on Expenditures: The General Manager shall report promptly to the Board any expenditure for equipment, supplies or contract services that exceeds \$5,000. Any contract for goods or services totaling \$10,000 or more, in any one year or any amendment or extension thereto involving a change of more than \$10,000 shall be subject to Board review and approval.

3050.30 Required Payment Signatures: All District payments require two signatures in accordance with Policy No. 4055. All requests for payment shall be accompanied by an invoice or other documentation supporting the claim.

3050.40 Credit Card: The District credit card shall have a limit of \$5,000 **per expenditure**. Review of the claims and payments will be performed in the manner required by Policy 3050.30, above.

3050.50 Revolving Cash Fund: The Revolving Cash Fund for incidental expenses shall be \$400. A review of these expenditures for authorization by the approved District Budget shall be performed prior to replenishment of the fund.

3050.60 Public Works Projects: The General Manager shall conduct a competitive bid process in accordance with the Public Contract Code, including noticed bidding and sealed bids for any contract for the construction of a public works project as defined in Public Contract Code section 20161 which is estimated to cost in excess of \$25,000. The General Manager shall present the competitive bid results to the Board and the Board shall award the contract, if at all, to the lowest responsive and responsible bidder.

3050.61 Specific Bidder Requirements: In order to qualify as a responsible bidder, unless otherwise specifically exempt under applicable law, a bidder must submit evidence of currently valid California State Contractor's license as specified in the notice inviting bids, must agree to provide Worker's Compensation Insurance pursuant to the provisions of Labor Code section 1860 et seq, and the payment of prevailing wages, and must agree to indemnify the District in an amount as determined by the General Manager.

3050.70 Emergency Expenditures: All emergency expenditures shall be in accordance with Policy No. 2000.160.

Adopted: December 9, 2003
Amended: April 10, 2007
Amended: October 9, 2007
Amended: November 11, 2014
Amended: May 20, 2016
Amended:

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: February 14, 2017

To: Honorable Board of Directors

From: General Manager

Subject: DISCUSSION AND POSSIBLE ACTION RE: FORMAL POSITION OF RCSD BOARD ON ROSSMOOR TRAFFIC STUDY AND FOSTER ROAD BIKE LANE ISSUE

RECOMMENDATION:

Discussion and possible action re: formal position of RCSD Board on Rossmoor Traffic Study and Foster Road Bike Lane Issue.

BACKGROUND:

This item was previously agendized at our December 13, 2016, and January 10, 2017 Board meetings in order to assure that the Rossmoor community was aware of the report, had access to the study and was informed about the County Traffic Engineering Division of the Public Works Department's presentation.

At its January 10, 2017 regular Board Meeting the Board received the presentation of the Rossmoor Traffic Report by the Orange County Traffic Engineering Department and heard input from the public. The Board requested that the item be brought back for discussion and possible action at the next regular board meeting.

The study addresses community concerns regarding the Foster Road bike lane, historical data on accidents, vehicle speed, and various modes of transportation used by our residents, current traffic volumes, school enrollment trends as well as some potential alternatives for the community's consideration. Attached for your review is a copy of the Rossmoor Traffic Study conducted by Deepthi Arabolu with the County of Orange Traffic Engineering Division of the Public Works Department.

ATTACHMENTS:

1. Rossmoor Traffic Report.
2. RHA Letter dated February 8, 2017 Re: Traffic Study Resolution of November 2016

ORANGE COUNTY TRAFFIC ENGINEERING

STAFF REPORT OF: September 26, 2016

SUPERVISORIAL DISTRICT: 2

SUBJECT: Rossmoor Traffic Study

LOCATION: Rossmoor; T.B. 796-H4

INVESTIGATOR: Deepthi Arabolu

BACKGROUND

At the May 21, 2015 Orange County Traffic Committee meeting, a request to remove time based parking restrictions on both sides of Foster Road/Hedwig Road between Druid Lane and Wallingsford Road was agendized and discussed by the Committee. This request to remove parking restrictions was initiated by the Rossmoor Homeowners Association due to inconvenience to residents fronting Foster Road/Hedwig Road. The Committee voted to maintain the current time based parking restrictions and to conduct a more comprehensive study in collaboration with the Rossmoor Homeowners Association, the Los Alamitos Unified School District and other stakeholders. This traffic study and the information below outlines research conducted and additional information collected by OC Public Works/Traffic Engineering staff as part of the OC Traffic Committee recommendation.

EXISTING CONDITIONS

The Rossmoor community is bound by the San Gabriel (I-605) Freeway to the west, by the San Diego (I-405) Freeway to the south, by Katella Avenue to the north, and Seal Beach/Los Alamitos Boulevard to the east. On the north, access to the community is limited to one location at Wallingsford Road off Katella Avenue, and on the east, access is available from Seal Beach/Los Alamitos Boulevard at six locations: Hedwig Road, Orangewood Avenue, Rossmoor Way, Bradbury Road, Rossmoor Center Way, and Saint Cloud Drive. Freeway access to the I-605 and I-405 freeways is limited to the Katella Avenue interchange and the Seal Beach/Los Alamitos Boulevard interchange.

Wallingsford Road between Katella Avenue and Hedwig Road is a fully improved, residential collector street with one travel lane in each direction separated by a centerline stripe. Wallingsford Road has a posted speed limit of 25 mph. The intersection of Wallingsford Road and Katella Avenue is controlled by a traffic signal operated and maintained by the City of Los

Alamitos; the intersection of Wallingsford Road and Hedwig Road is controlled by an all-way stop. Three residential streets intersect the segment of Wallingsford Road between Katella Ave and Hedwig Road; all are controlled by stop signs. Currently, parking is prohibited on the west side of Wallingsford Road; on the east side, parking is also prohibited except for a segment fronting an apartment complex near the intersection of Hedwig Road which has restricted parking between the hours of 7am to 9 am excluding weekends and holidays.

Within the community, Hedwig Road, Foster Road, and Yellowtail Drive form a loop road that runs through the entire Rossmoor community. These streets are fully improved, residential collector streets with one travel lane in each direction separated by a centerline stripe and a posted speed limit of 25 mph. Hedwig Road begins at Los Alamitos Boulevard and changes its name to Foster Road at Donnis Road. Westerly of Donnis Road, Foster Road continues as a residential collector street southerly through the community. At the south end of this segment, Foster Road again changes its name to Yellowtail Drive at Druid Lane, and ends at its intersection with Saint Cloud Drive. Foster Road is centrally located within the community and provides the primary access to the northerly half of Rossmoor. All streets intersecting Hedwig Road/Foster Road/Yellowtail Drive are residential streets controlled by stop signs. Of these intersections, Copa de Oro Drive, Main Way Drive, Bostonian Drive, Shakespeare Drive, and Wallingsford Road are all-way stop controlled intersections.

On the west side of Foster Road between Bostonian Drive and Shakespeare Drive, there are two elementary schools, Lee Elementary and Weaver Elementary. Another school, Hopkinson Elementary, is located west of Foster Road with access from Kensington Road and Gertrude Drive. Rossmoor Park occupies the south side of Foster Road/Hedwig Road between Kerth Drive and Pemberton Road. There are assigned school crossing guards located on Foster Road at the intersections of Gertrude Drive, Bostonian Drive, and Shakespeare Drive; in addition, there is an assigned school crossing guard located at the intersection of Gertrude Drive at Kensington Road. Between Druid Lane and Wallingsford Road, parking is prohibited between the hours of 7:30 am to 9:30 am on school days on the easterly side of Foster Road/Hedwig Road and between 2:30 pm to 4:30 pm on school days on the westerly side of Foster Road/Hedwig Road. Foster Road/Hedwig Road between Druid Lane and Wallingsford Road is currently signed as a Bike Route; the parking lanes are striped and marked for bike usage during the parking restrictions period.

Orangewood Avenue, Montecito Road, and Saint Cloud Drive form a loop road that intersects Seal Beach/Los Alamitos Boulevard at two locations. These streets are fully improved, residential collector streets with two travel lanes in each direction separated by a centerline stripe and have a posted speed limit of 35 mph. All streets intersecting Orangewood Avenue/Montecito Road/Saint Cloud Drive are controlled by stop signs. Of these intersections, Shakespeare Drive, Bostonian Drive, Bradbury Road, Main Way Drive/Rossmoor Center Way, and Copa de Oro Drive are all-way stop controlled intersections. The intersections of Los Alamitos Boulevard at Orangewood Avenue, Rossmoor Way, Bradbury Road, Rossmoor Center

Way, and Saint Cloud Drive are controlled by traffic signals that are operated and maintained by the City of Los Alamitos and/or the City of Seal Beach. Rossmoor Elementary School is located on the east side of Montecito Road between Bostonian Drive and Shakespeare Drive; school access is available from the local streets of Bostonian Drive and Shakespeare Drive. There are assigned school crossing guards located on Montecito Road at the intersections of Bostonian Drive and at Shakespeare Drive. Parking is allowed on both sides of Orangewood Avenue/Montecito Road/Saint Cloud Drive.

Rossmoor Way between Bostonian Drive/Shakespeare Drive and Los Alamitos Boulevard has a posted speed limit of 25 mph and is a fully improved, residential collector street with two travel lanes in each direction divided by a landscaped raised median. Weatherby Road is the only street that intersects Rossmoor Way within this segment and is stop controlled. Rossmoor Way at Los Alamitos Boulevard is controlled by a traffic signal that is operated and maintained by the City of Los Alamitos; Rossmoor Way intersects Shakespeare Drive/Bostonian Drive at a "T" intersection controlled by a stop sign. There is an assigned school crossing guard located on Rossmoor Way at the intersection of Shakespeare Drive/Bostonian Drive. Parking is allowed on both sides of Rossmoor Way.

Bradbury Road between Montecito Road and Seal Beach/Los Alamitos Boulevard has a posted speed limit of 25 mph and is a fully improved, residential collector street with one travel lane in each direction separated by a Two-Way Left Turn Lane (TWLTL). The intersection of Bradbury Road and Seal Beach/Los Alamitos Boulevard is controlled by a traffic signal operated and maintained by the City of Los Alamitos; the intersection of Bradbury Road and Montecito Road is controlled by an all-way stop. Four residential streets intersect this segment of Bradbury Road and all are controlled by stop signs. Parking is allowed on both sides of Bradbury Road and the parking lanes are striped.

Rossmoor Center Way between Montecito Road and Seal Beach Boulevard has a posted speed limit of 25 mph and is a fully improved street with one travel lane in each direction separated by a centerline stripe. Rossmoor Center Way primarily provides access to the Rossmoor Shopping Center. The intersection of Rossmoor Center Way and Seal Beach Boulevard is controlled by a traffic signal operated and maintained by the City of Seal Beach; Rossmoor Center Way intersects Montecito Road at a "T" intersection controlled by an all-way stop. Parking is prohibited on both sides of Rossmoor Center Way.

Ruth Elaine Drive, Martha Ann Drive, and Druid Lane form a loop road that runs through the entire Rossmoor community and intersects Wallingsford Road and Saint Cloud Drive. These streets are fully improved, residential collector streets with a posted speed limit of 25 mph, and one travel lane in each direction separated by a centerline stripe. Ruth Elaine begins at Wallingsford Road and changes its name to Martha Ann Drive east of Donnis Road. Martha Ann Drive continues as a residential collector street southerly through the west side of the community. At the south end of this segment, Martha Ann Drive changes its name to Druid

Lane near Foster Road/Yellowtail Drive and ends at its intersection with Saint Cloud Drive. Ruth Elaine Drive at Wallingsford Road is controlled by a stop sign with traffic on Ruth Elaine stopping for Wallingsford Road traffic. Ruth Elaine Drive has only one minor intersecting street, Donnis Road, controlled by a stop sign. None of the streets that intersect Martha Ann Drive are controlled by stop signs except for Piedmont Avenue, Shakespeare Drive, Bostonian Drive, and Main Way Drive. Piedmont Avenue is stop controlled at Martha Ann Drive; Shakespeare Drive, Bostonian Drive and Main Way Drive are all all-way stop controlled at their intersection with Martha Ann Drive. The four-way intersection at Druid Lane and Foster Road/Yellowtail Drive is controlled by a two-way stop control with traffic on Druid Lane stopping for Foster Road/Yellowtail Drive traffic. All streets intersecting Druid Lane are uncontrolled. Druid Lane at Saint Cloud Drive is controlled by a stop sign with traffic on Druid Lane stopping for Saint Cloud Drive traffic. Parking is allowed on both sides of Ruth Elaine Drive/Martha Ann Drive/Druid Lane.

DEMOGRAPHICS

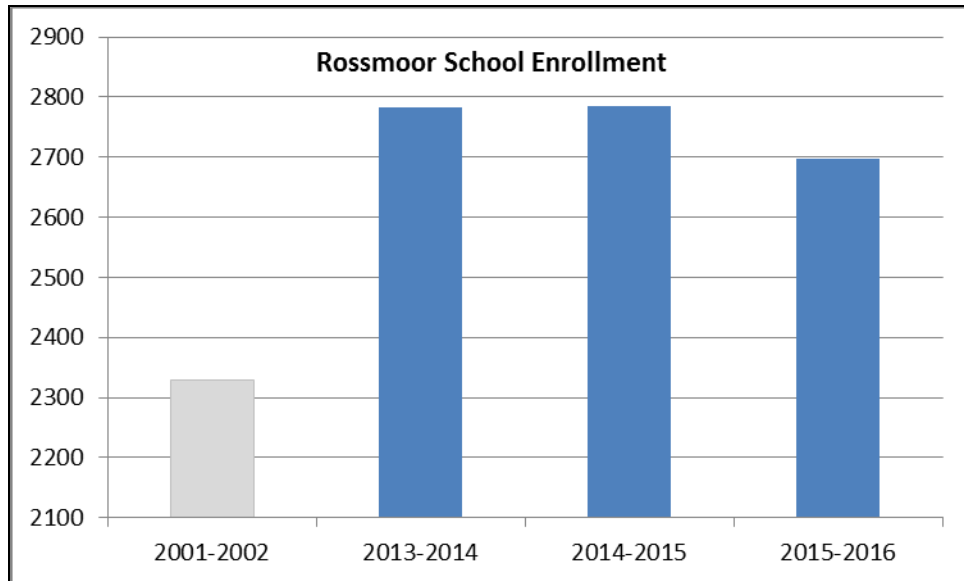
Rossmoor is a self-contained community with a population of 10,244 as of the 2010 United States Census; the approximate number of household units was 3,710 with an average family size of three persons per family. There were approximately 2,550 children living in Rossmoor. The projected total daily trips generated by the community are approximately 42,000 vehicles, consistent with the 38,000 total daily inbound and outbound trips measured most recently in 2015 at the seven entrances to the community.

SCHOOL ENROLLMENT

The Los Alamitos Unified School District (LAUSD) serves the Rossmoor community. Currently there are four elementary schools located within the boundaries of Rossmoor: Hopkinson, Lee, Rossmoor, and Weaver. With the exception of Weaver Elementary which is a year-round school, all the elementary schools in Rossmoor are on a nine month academic year calendar.. Based on the LAUSD provided school enrollment data for the Rossmoor schools, the current year's school enrollment within Rossmoor has increased by approximately 16% since 2002. However, enrollment numbers have remained consistent over the past 3 years.

The school enrollment data is tabulated and graphed below:

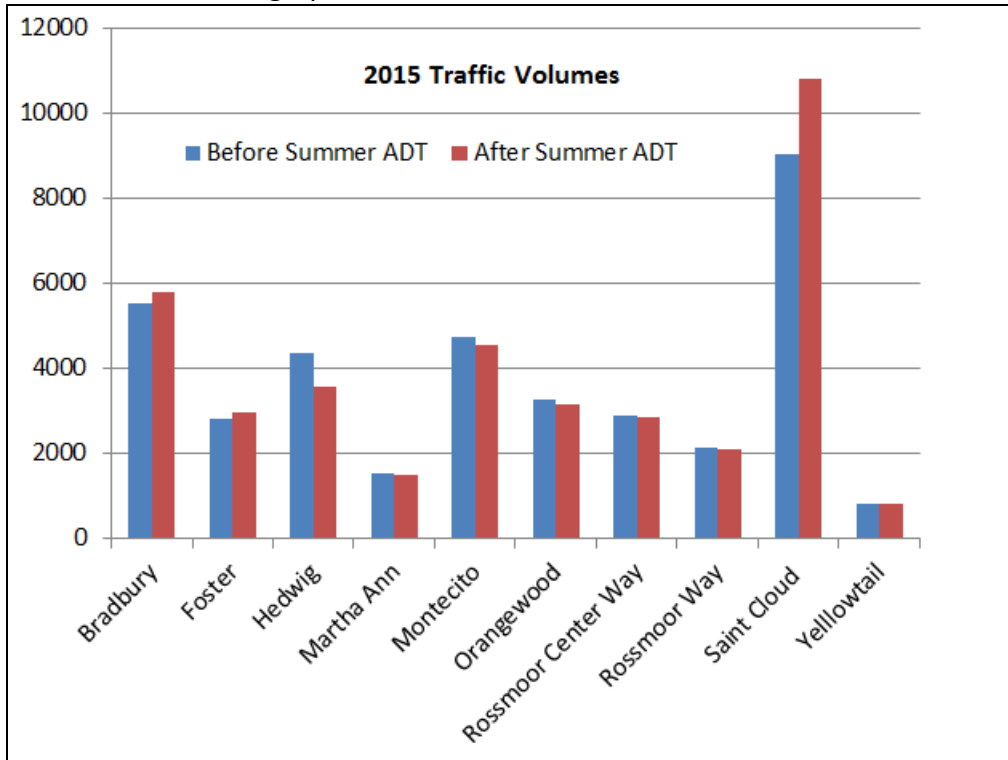
Rossmoor School Enrollment				
School	School Year			
	2001-2002	2013-2014	2014-2015	2015-2016
Hopkinson	637	694	711	703
Lee	617	659	683	659
Rossmoor	618	712	676	650
Weaver	458	717	716	685
Total	2,330	2,782	2,786	2,697



TRAFFIC DATA (VOLUMES / SPEEDS)

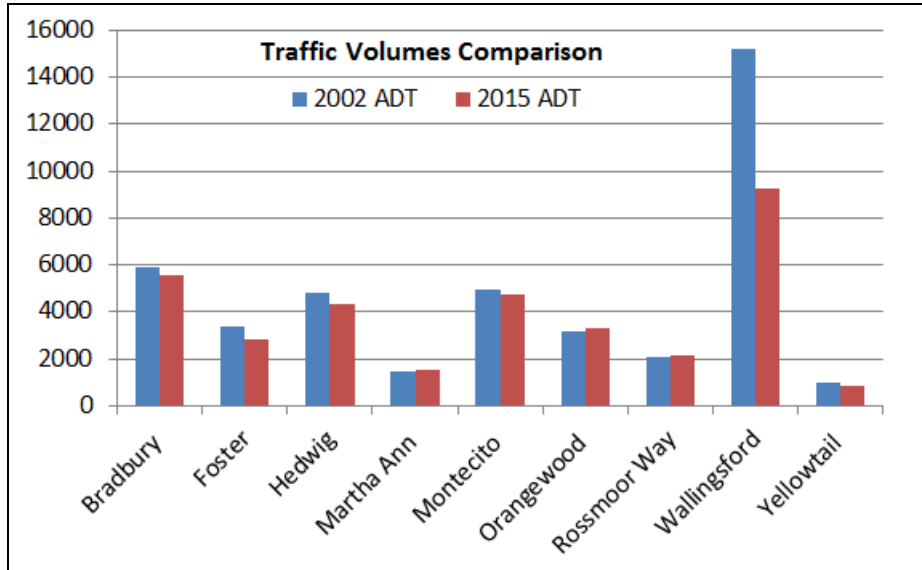
Vehicular volume counts and speed profiles have been conducted over the last 15 years at several locations on the residential collector streets within the Rossmoor community. A summary of this data is tabulated and shown in Table 1 of the Appendix. The table includes available historical data from 2002 traffic counts, 2015 Traffic Flow Map counts, and a 2013 Engineering & Traffic Survey data. A review of vehicular volumes conducted before and after the summer of 2015 shows that overall, there has been no significant change in vehicular volumes with the exception of two streets, Saint Cloud Drive and Hedwig Road. Volumes increased on Saint Cloud Drive by 20%; while volumes on Hedwig Road decreased by 18%. These changes may be the result of changes in demographics and new school year traffic patterns.

The 2015 traffic volumes are graphed below:

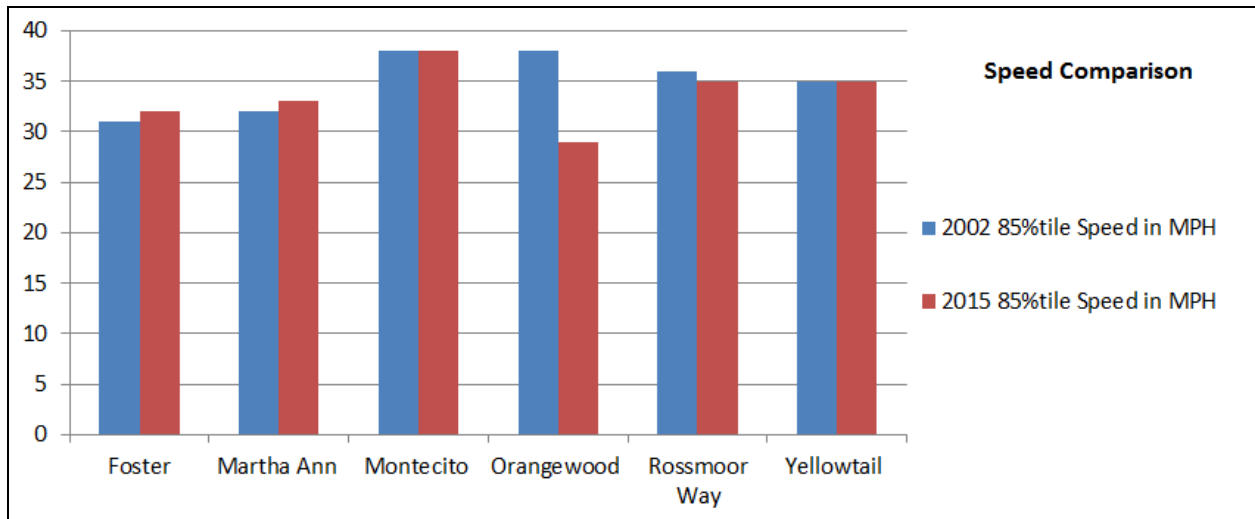


Current traffic volumes were also compared to available historical data from 2002. Overall the traffic volumes in Rossmoor have remained relatively constant over the 13-year period with the exception of Wallingsford Road which experienced a 39% decrease in vehicular volume. Taking in consideration the overall consistency of traffic volumes and the increase in school enrollment experienced since 2002, it can be inferred that more people are driving less to school and are walking, carpooling, or being bussed to school instead.

The comparison of traffic volumes between 2002 and 2015 is graphed below:



Current prevailing speeds were compared to available historical data from 2002. Based on the data, the prevailing speeds have remained relatively constant over the years with the exception of Orangewood Avenue which experienced a 9 mph decrease in speed. The prevailing speeds on the Rossmoor residential collector streets are comparable to other collector streets within the County. The following graph illustrates the speed comparison between 2002 and 2015:



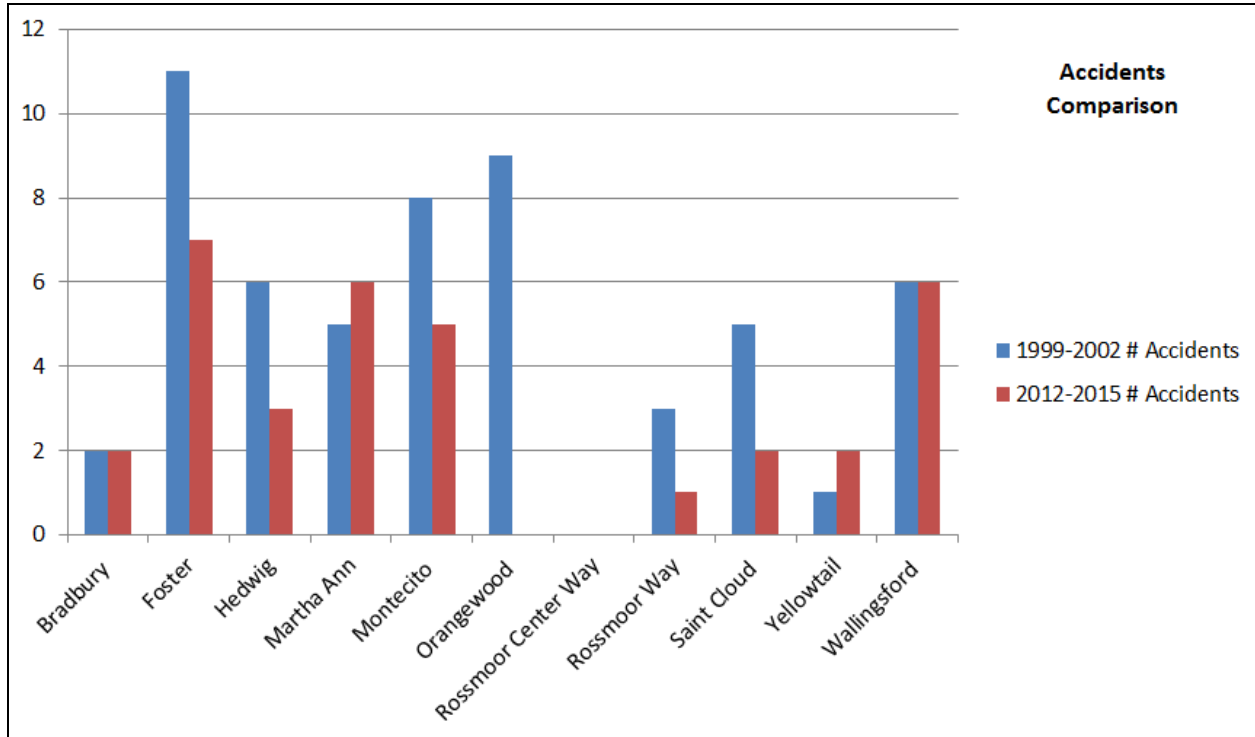
ACCIDENT DATA

We reviewed collision data for the last three year period on eleven primary collector streets within Rossmoor:

Traffic Collision Records: 12/31/2012 to 12/31/2015		
Street Name	No. of Accidents	No. of Ped/Bike Accidents
Bradbury Road	2	0
Foster Road	7	1
Hedwig Road	3	0
Martha Ann Drive	6	0
Montecito Road	5	1
Orangewood Avenue	0	0
Rossmoor Center Way	0	0
Rossmoor Way	1	0
Saint Cloud Drive	2	0
Yellowtail Drive	2	0
Wallingsford Road	6	1
Total	34	3

For a historical perspective, the above three year collision data was compared with the 2002 three year collision data (12/31/1999 to 12/31/2002).

The following graphs illustrate the resulting comparisons for the two periods:

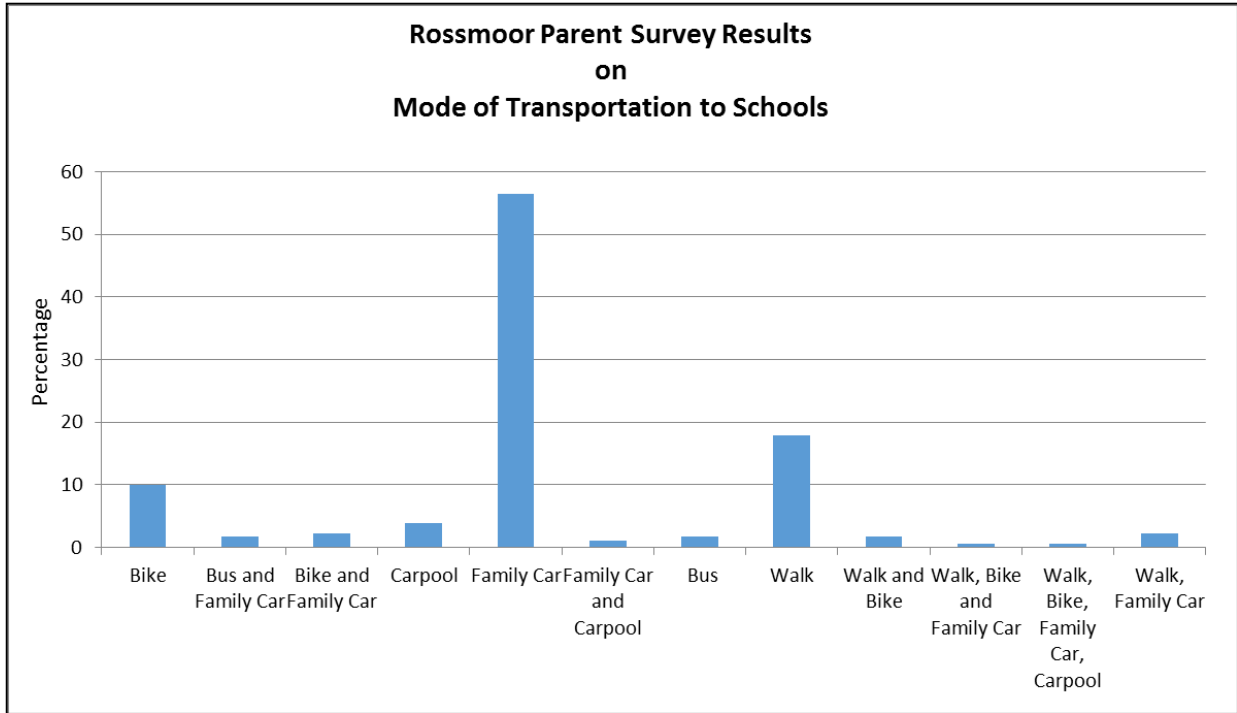


The total number of accidents has declined from 56 to 34 based on the collision data. The total number of pedestrian/bicycle related accidents has also decreased from 6 to 3. Therefore, the relative accident rate has declined within the community. It can be inferred that traffic safety has improved within Rossmoor despite the increased school enrollment.

ROSSMOOR PARENT ROUTE TO SCHOOL SURVEY

In collaboration with Traffic Engineering, LAUSD conducted a school survey of parents from all four schools within Rossmoor to determine their typical mode of transportation to school. A total of 203 parents responded to the LAUSD survey with information; 24 responded that they do not live within walking distance to school therefore no mode of transportation was provided in the response. A summary of the 179 responses to the school survey data is tabulated in the Appendix, Table 2.

The following graph illustrates the percentage of transportation modes to school:



The survey results show that a majority of parents (56%, 101) drive their children to school in their personal vehicle, followed by 18% (32) who walk to school, and 10% (18) who bike to school. All other modes of transportation or combination of modes shown in the graph are considered negligible.

Additionally, LAUSD also conducted a survey that focused on Rossmoor children attending Oak Middle School, located outside of the Rossmoor community, north of Katella Avenue. All of the Rossmoor parents with children exclusively biking or walking to Oak Middle School were requested to take this survey.

Following are the results of the 9 parents that responded to this survey:

Rossmoor Residents attending Oak Middle School	
Student Id	Walking or Biking Route
1	Donnie Ann/ Wallingsford
2	Weatherby/ Wallingsford
3	Bostonian/ Montecito/ Harrisburg/ Wallingsford
4	Donnie Ann/ Wallingsford
5	Bradbury/ Seal Beach/ Katella
6	Montecito/ Bradbury/ Weatherby/ Hedwig/ Wallingsford/ Katella
7	Foster/ Hedwig/ Wallingsford
8	Donovan/ Shakespeare/ Foster/ Hedwig/ Wallingsford
9	Foster/ Donnis/ Quail Run/ Wallingsford

The survey indicated only 4 of the 9 children are walking or biking to school along Foster Road/ Hedwig Road to attend Oak Middle School.

CONCLUSIONS

In summary, on the basis of existing and historical volume, speed, and collision data, traffic in the Rossmoor community shows an overall decline in vehicular volumes, speed, and collisions. However, through analysis of prior studies, data collection, field observations and community input, OC Public Works/ Traffic Engineering staff has developed the following alternatives for traffic operational improvements and enhancements to potentially mitigate existing community concerns related to traffic congestion created by peak school student drop-off and pick-up periods, parking availability, and bicycle safety.

Foster Road/ Hedwig Road:

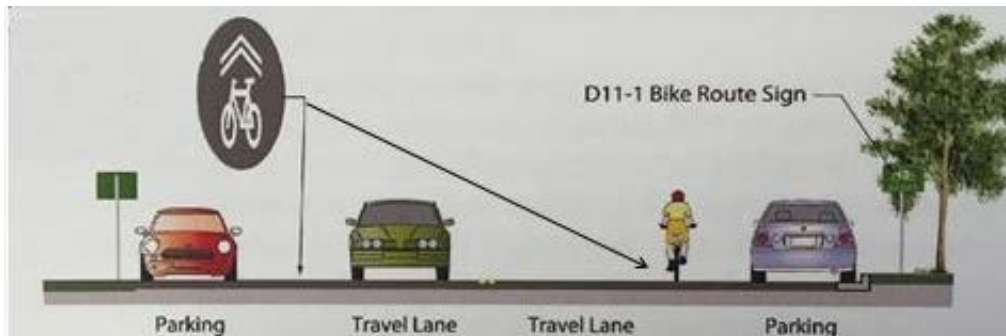
Foster/ Hedwig Road is the only roadway in the Rossmoor community that currently has time based parking restrictions on the roadway. These restrictions work in coordination with the striped parking lanes to facilitate bicycle traffic. On school days, parking is prohibited between the hours of 7:30 am to 9:30 am on the easterly side of Foster Road/Hedwig Road and between 2:30 pm to 4:30 pm on school days on the westerly side of Foster Road/Hedwig Road. The parking restrictions were originally implemented to provide Rossmoor children attending Oak Middle School, located outside of the Rossmoor community, unimpeded bicycle lanes when traveling to and from school; however, our field reviews along Foster and Hedwig Road performed over a period of several days during the morning and afternoon school peak hours confirmed that the parking lanes are under-utilized as bicycle lanes. Only two children were observed biking along these lanes. Other children were also observed biking but utilizing the

sidewalks instead of the bicycle lanes and were fewer in numbers. This observation is consistent with the Los Alamitos Unified School District’s survey results that indicated only four children bike and walk to Oak Middle School along Foster and Hedwig Roads.

Observed speeds on Foster/ Hedwig Road are higher than the prima facie speed limit of 25 mph. However, the lack of speed related accidents and excellent safety record within the community demonstrates that motorists are interpreting the road conditions and safely travel at speeds higher than the posted speed limit.

Alternatives:

1. **DO NOTHING:** Maintain the current time period parking restrictions between the hours of 7:30 am to 9:30 am on the easterly side of Foster Road/Hedwig Road and between 2:30 pm to 4:30 pm on school days on the westerly side of Foster Road/Hedwig Road. This alternative does not address the concerns expressed by the Rossmoor Home Owners Association (RHA).
2. **SHARE THE ROAD & PARKING:** This alternative would remove existing time based parking restrictions on either side of Foster / Hedwig Road and install “Shared Lane Markings” to assist bicyclists during all times with lateral positioning in lanes. This alternative was originally requested by the RHA with the addition of bicycle markings on the traveled way to raise bicycle traffic awareness. This alternative does not address bicycle safety concerns raised by the Parent-Teacher Association (PTA).

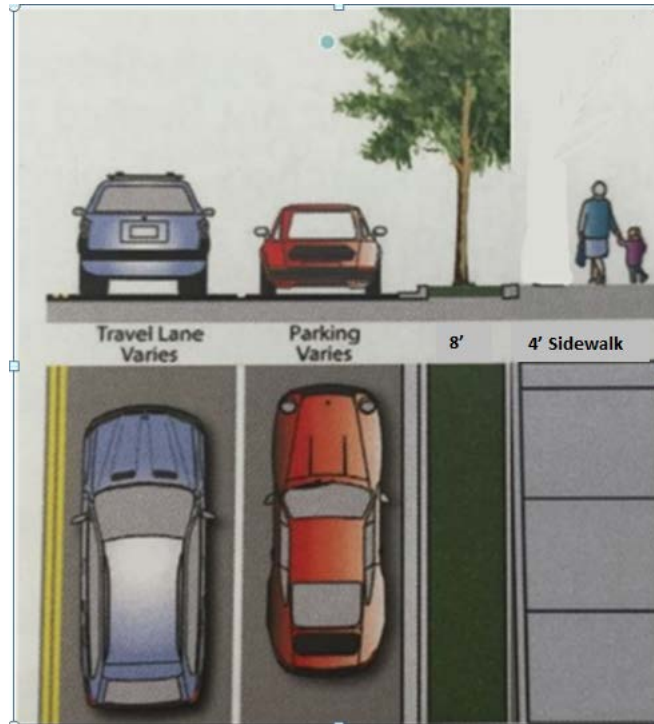


Alternative 2

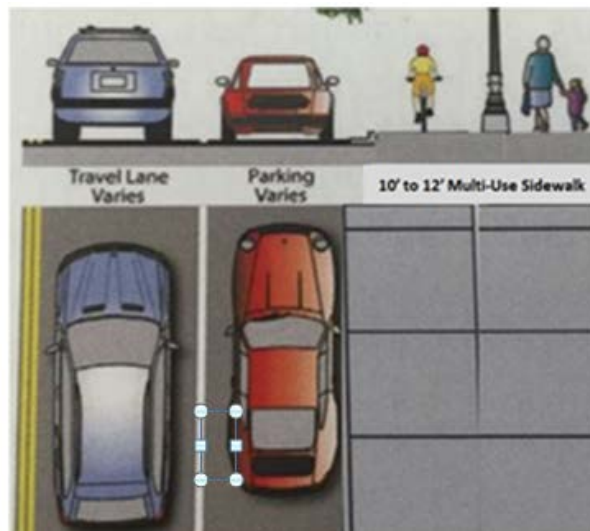
3. **MULTI-USE SIDEWALK:** This alternative would widen the existing sidewalk on both the sides of Foster/ Hedwig Road to a multi-use 10’ to 12’ wide sidewalk that could accommodate both pedestrians and bicyclists. This alternative contains removal of the 8’ existing parkway on both sides of Foster/ Hedwig Road. All existing trees, shrubs and greenery would have to

be eliminated to build a multi-use sidewalk that could accommodate both pedestrian and bike traffic.

The figures below illustrate the existing condition and the proposed scenario:



Existing Condition



Proposed Condition
(Remove Existing Parkway)

Martha Ann Drive:

24 hour speed data indicates prevailing speeds are higher than the posted speed limit on Martha Anna. However, there has been only one speed-related accident over the past 3 years on Martha Ann. Furthermore, based on the location of Martha Ann with respect to the Rossmoor Community layout, it is evident that the majority of traffic the roadway carries are residents living on Ruth Elaine, Martha Anna, Druid Lane and other Rossmoor streets; Therefore, people driving on this street are in fact mostly Rossmoor residents.

Alternatives:

INSTALLATION OF PAINTED PARKING LANES: This alternative would install parking lanes on both sides of Ruth Elaine, Martha Anna, and Druid Lane. The striped parked lanes are recommended as a traffic calming measure to help reduce driver speeds by creating side friction due to parked cars. This striping helps in giving a visual impression of a reduced width travel lane which has been shown to slow vehicles down while travelling along a roadway. This method has proven successful in other areas of the county.

ESTABLISH BICYCLE LANES ON MARTHA ANN DRIVE: Unlike Foster/ Hedwig Road, Martha Ann does not serve as primary access within Rossmoor. Martha Ann marks the outside perimeter of the Rossmoor community on its west side and collects the majority of its traffic from residents living on Martha Ann or adjacent blocks and nearby streets. Based on the location of the schools with respect to Martha Ann, it is not a convenient route for children to bicycle to and from their respective schools. Relocation of bicycle lanes from Foster/ Hedwig Roadways to Martha Ann Drive is not a convenient alternative for bicycle users.

APPENDIX

Table 1. Traffic Data (Volumes/Speeds)				
Street Name	Location Limits	Date	ADT Volume	85% MPH
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	2002	5,874	
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	06/02/15	5,438	37
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	06/03/15	5,654	37
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	07/29/15	4,509	36
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	07/30/15	5,208	36
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	10/13/15	5,581	34
Bradbury Road	Montecito Rd. to Los Alamitos Blvd.	10/14/15	5,982	34
Foster Road	Druid Ln. to Tigertail Dr.	2002	613	31
Foster Road	Druid Ln. to Tigertail Dr.	06/02/15	428	32
Foster Road	Druid Ln. to Tigertail Dr.	06/03/15	426	31
Foster Road	Druid Ln. to Tigertail Dr.	07/29/15	343	29
Foster Road	Druid Ln. to Tigertail Dr.	07/30/15	345	29
Foster Road	Druid Ln. to Tigertail Dr.	10/13/15	412	34
Foster Road	Druid Ln. to Tigertail Dr.	10/14/15	435	34
Foster Road	Engel Dr. to Blume Dr.	2002	2,170	31
Foster Road	Engel Dr. to Blume Dr.	06/02/15	1,759	30
Foster Road	Engel Dr. to Blume Dr.	06/03/15	1,798	30
Foster Road	Engel Dr. to Blume Dr.	07/29/15	1,166	29
Foster Road	Engel Dr. to Blume Dr.	07/30/15	1,262	29
Foster Road	Engel Dr. to Blume Dr.	10/13/15	1,784	34
Foster Road	Engel Dr. to Blume Dr.	10/14/15	1,842	34
Foster Road	Kempton Dr. to Oak Knoll Dr.	2002	2,170	31
Foster Road	Kempton Dr. to Oak Knoll Dr.	06/02/15	2,711	33
Foster Road	Kempton Dr. to Oak Knoll Dr.	06/03/15	2,774	32
Foster Road	Kempton Dr. to Oak Knoll Dr.	07/29/15	2,019	30
Foster Road	Kempton Dr. to Oak Knoll Dr.	07/30/15	2,106	31
Foster Road	Kempton Dr. to Oak Knoll Dr.	10/13/15	2,506	36
Foster Road	Kempton Dr. to Oak Knoll Dr.	10/14/15	2,701	35
Foster Road	Piedmont Ave. to Channing Wy.	2002	3,740	31
Foster Road	Piedmont Ave. to Channing Wy.	06/02/13	3,211	32
Foster Road	Piedmont Ave. to Channing Wy.	06/03/15	3,155	33
Foster Road	Piedmont Ave. to Channing Wy.	07/29/15	2,290	32

Table 1. Traffic Data (Volumes/Speeds) Continued				
Street Name	Location Limits	Date	ADT Volume	85% MPH
Foster Road	Piedmont Ave. to Channing Wy.	07/30/15	2,427	33
Foster Road	Piedmont Ave. to Channing Wy.	10/13/15	3,050	35
Foster Road	Piedmont Ave. to Channing Wy.	10/14/15	3,252	35
Foster Road	Silverwood Dr. to Shakespeare Dr.	2002	5,345	31
Foster Road	Silverwood Dr. to Shakespeare Dr.	06/02/15	4,489	30
Foster Road	Silverwood Dr. to Shakespeare Dr.	06/03/15	4,354	30
Foster Road	Silverwood Dr. to Shakespeare Dr.	07/29/15	3,083	30
Foster Road	Silverwood Dr. to Shakespeare Dr.	07/30/15	3,284	30
Foster Road	Silverwood Dr. to Shakespeare Dr.	10/13/15	4,404	33
Foster Road	Silverwood Dr. to Shakespeare Dr.	10/14/15	4,518	33
Foster Road	Chesney Dr. to Kerth Dr.	2002	6,075	32
Foster Road	Chesney Dr. to Kerth Dr.	06/02/15	4,414	32
Foster Road	Chesney Dr. to Kerth Dr.	06/03/15	4,471	32
Foster Road	Chesney Dr. to Kerth Dr.	07/29/15	3,770	31
Foster Road	Chesney Dr. to Kerth Dr.	07/30/15	3,938	31
Foster Road	Chesney Dr. to Kerth Dr.	10/13/15	5,306	34
Foster Road	Chesney Dr. to Kerth Dr.	10/14/15	5,424	34
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	2002	4,786	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	06/02/15	4,348	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	06/03/15	4,357	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	07/29/15	3,154	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	07/30/15	3,439	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	10/13/15	3,559	
Hedwig Road	Wallingsford Rd. to Los Alamitos Blvd.	10/14/15	No Data	
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	2002	743	31
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	06/02/15	854	31
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	06/03/15	880	31
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	07/29/15	538	32
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	07/30/15	504	32
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	10/13/15	728	35
Martha Ann Drive	Gertrude Dr. to Mainway Dr.	10/14/15	734	35
Martha Ann Drive	Piedmont Ave. to Channing Wy.	2002	1,493	34
Martha Ann Drive	Piedmont Ave. to Channing Wy.	06/02/15	1,690	32
Martha Ann Drive	Piedmont Ave. to Channing Wy.	06/03/15	1,643	31
Martha Ann Drive	Piedmont Ave. to Channing Wy.	07/29/15	1,010	33

Table 1. Traffic Data (Volumes/Speeds) Continued				
Street Name	Location Limits	Date	ADT Volume	85% MPH
Martha Ann Drive	Piedmont Ave. to Channing Wy.	07/30/15	970	33
Martha Ann Drive	Piedmont Ave. to Channing Wy.	10/13/15	1,613	39
Martha Ann Drive	Piedmont Ave. to Channing Wy.	10/14/15	1,677	38
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	2002	2,064	33
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	06/02/15	2,099	30
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	06/03/15	2,067	30
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	07/29/15	1,469	30
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	07/30/15	1,391	29
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	10/13/15	2,063	33
Martha Ann Drive	Chesney Dr. to Ruth Elaine Dr.	10/14/15	2,113	34
Montecito Road	Copa de Oro to Rossmoor Center Wy.	2002	6,099	38
Montecito Road	Rossmoor Center Wy. To Bradbury Rd.	12/17/13		35
Montecito Road	Rossmoor Center Wy. To Bradbury Rd.	03/05/15	5,847	
Montecito Road	Rossmoor Center Wy. To Bradbury Rd.	10/13/15	5,817	37
Montecito Road	Rossmoor Center Wy. To Bradbury Rd.	10/14/15	5,671	37
Montecito Road	Bostonian Dr. to Shakespeare Dr.	2002	3,765	38
Montecito Road	Bostonian Dr. to Shakespeare Dr.	03/05/15	3,610	
Montecito Road	Bostonian Dr. to Shakespeare Dr.	10/13/15	3,424	38
Montecito Road	Bostonian Dr. to Shakespeare Dr.	10/14/15	3,376	37
Orangewood Avenue	Shakespeare Dr. to Weatherby Rd.	2002	2,693	38
Orangewood Avenue	Shakespeare Dr. to Los Alamitos Blvd.	03/05/15	3,289	
Orangewood Avenue	Shakespeare Dr. to Weatherby Rd.	10/13/15	3,148	29
Orangewood Avenue	Shakespeare Dr. to Weatherby Rd.	10/14/15	2,868	28
Orangewood Avenue	Weatherby Rd. to Los Alamitos Blvd.	2002	3,692	
Orangewood Avenue	Weatherby Rd. to Los Alamitos Blvd.	07/29/15	1,974	
Orangewood Avenue	Weatherby Rd. to Los Alamitos Blvd.	07/30/15	2,008	
Orangewood Avenue	Weatherby Rd. to Los Alamitos Blvd.	10/13/15	3,361	
Orangewood Avenue	Weatherby Rd. to Los Alamitos Blvd.	10/14/15	3,291	
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	2002		
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	06/02/15	2,945	
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	06/03/15	2,876	
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	07/29/15	2,521	
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	07/30/15	2,473	

Table 1. Traffic Data (Volumes/Speeds) Continued				
Street Name	Location Limits	Date	ADT Volume	85% MPH
Rossmoor Center Way	Montecito Rd. to Seal Beach Blvd.	10/14/15	2,899	
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	2002	2,070	36
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	06/02/15	2,144	
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	06/03/15	2,111	
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	07/29/15	1,275	
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	07/30/15	1,378	
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	10/13/15	2,179	35
Rossmoor Way	Shakespeare Dr. to Los Alamitos Blvd.	10/14/15	2,013	35
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	2002	No Data	
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	12/17/13		36
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	02/24/15	9,033	
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	07/29/15	8,360	
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	07/30/15	8,190	
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	10/13/15	10,734	
Saint Cloud Drive	Montecito Rd. to Seal Beach Blvd.	10/14/15	10,917	
Wallingsford Road	Hedwig Rd. to Katella Ave.	2002	15,204	
Wallingsford Road	Hedwig Rd. to Katella Ave.	07/29/15	10,383	
Wallingsford Road	Hedwig Rd. to Katella Ave.	07/30/15	10,464	
Wallingsford Road	Hedwig Rd. to Katella Ave.	10/13/15	9,068	
Wallingsford Road	Hedwig Rd. to Katella Ave.	10/14/15	9,422	
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	2002	961	35
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	06/02/15	815	33
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	06/03/15	802	32
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	07/29/15	759	32
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	07/30/15	687	32
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	10/13/15	819	37
Yellowtail Drive	Silverfox Rd. to St. Cloud Dr.	10/14/15	794	36

Table 2. School Survey Data		
Distance from home to school	Mode of Transportation	Attending School
Between 1 to 2 miles	Rides the bus, Family Car	Hopkinson Elementary
Between 1 to 2 miles	Bike	Weaver Elementary
Between 1 to 2 miles	Bike	Lee Elementary
Between 1 to 2 miles	Bike	Lee Elementary
Between 1 to 2 miles	Bike	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Bike	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Bike	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Bike	Rossmoor Elementary
Between 1 to 2 miles	Bike, Family Car	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike, Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Bike, Family Car	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Bike, Family Car	Lee Elementary
Between 1 to 2 miles	Carpool	Hopkinson Elementary
Between 1 to 2 miles	Carpool	Hopkinson Elementary
Between 1 to 2 miles	Carpool	Weaver Elementary
Between 1 to 2 miles	Carpool	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Carpool	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Carpool	Hopkinson Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Lee Elementary

Table 2. School Survey Data Continued		
Distance from home to school	Mode of Transportation	Attending School
Between a 1/2 mile to a mile (6-12 blocks)	Carpool	Hopkinson Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Hopkinson Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Hopkinson Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Weaver Elementary
Between 1 to 2 miles	Family Car	Weaver Elementary
Between 1 to 2 miles	Family Car	Weaver Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Lee Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Hopkinson Elementary
Between 1 to 2 miles	Family Car	Rossmoor Elementary
Between 1 to 2 miles	Family Car	Weaver Elementary
Between 1 to 2 miles, We do not live within walking distance to school (Submit form after completing this question)	Family Car	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary

Table 2. School Survey Data Continued		
Distance from home to school	Mode of Transportation	Attending School
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Family Car	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks), Between a 1/2 mile to a mile (6-12 blocks)	Family Car	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Family Car	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Family Car	Hopkinson Elementary

Table 2. School Survey Data Continued		
Distance from home to school	Mode of Transportation	Attending School
More than 2 miles	Family Car	Weaver Elementary
More than 2 miles	Family Car	Rossmoor Elementary
More than 2 miles	Family Car	Rossmoor Elementary
More than 2 miles	Family Car	Lee Elementary
More than 2 miles	Family Car	Weaver Elementary
More than 2 miles	Family Car	Hopkinson Elementary
More than 2 miles	Family Car	Hopkinson Elementary
More than 2 miles	Family Car	Rossmoor Elementary
More than 2 miles	Family Car	Lee Elementary
More than 2 miles	Family Car	Rossmoor Elementary
More than 2 miles	Family Car	Weaver Elementary
More than 2 miles	Family Car	Lee Elementary
More than 2 miles	Family Car	Lee Elementary
More than 2 miles	Family Car	Lee Elementary
More than 2 miles	Family Car	Hopkinson Elementary
More than 2 miles	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Weaver Elementary
We do not live within walking distance to	Family Car	Rossmoor Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Weaver Elementary
We do not live within walking distance to school	Family Car	Weaver Elementary
We do not live within walking distance to school	Family Car	Weaver Elementary
We do not live within walking distance to school	Family Car	Rossmoor Elementary
We do not live within walking distance to school	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Hopkinson Elementary
We do not live within walking distance to school	Family Car	Lee Elementary

Table 2. School Survey Data Continued		
Distance from home to school	Mode of Transportation	Attending School
We do not live within walking distance to school (Submit form after completing this question)	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Lee Elementary
We do not live within walking distance to school	Family Car	Rossmoor Elementary
We do not live within walking distance to school (Submit form after completing this question)	Family Car	Weaver Elementary
We do not live within walking distance to school	Family Car	Rossmoor Elementary
We do not live within walking distance to school	Family Car	Weaver Elementary
More than 2 miles	Family Car, Carpool	Weaver Elementary
We do not live within walking distance to school	Family Car, Carpool	Hopkinson Elementary
Between 1 to 2 miles	Rides the bus	Hopkinson Elementary
Between 1 to 2 miles	Rides the bus	Hopkinson Elementary
Between 1 to 2 miles	Rides the bus	Hopkinson Elementary
More than 2 miles	Rides the bus, Family Car	Hopkinson Elementary
We do not live within walking distance to school	Rides the bus, Family Car	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk	Weaver Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk	Weaver Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Rossmoor Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Rossmoor Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Rossmoor Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Hopkinson Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Rossmoor Elementary

Table 2. School Survey Data Continued		
Distance from home to school	Mode of Transportation	Attending School
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Lee Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Walk	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Walk	Weaver Elementary
Less than a 1/4 mile (3 blocks)	Walk	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk	Weaver Elementary
Less than a 1/4 mile (3 blocks)	Walk	Rossmoor Elementary
Between a 1/4 mile to a 1/2 mile (3-6 blocks)	Walk, Bike	Weaver Elementary
Less than a 1/4 mile (3 blocks)	Walk, Bike	Rossmoor Elementary
Less than a 1/4 mile (3 blocks)	Walk, Bike	Rossmoor Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk, Bike, Family Car	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk, Bike, Family Car, Carpool	Lee Elementary
Between a 1/2 mile to a mile (6-12 blocks)	Walk, Family Car	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk, Family Car	Hopkinson Elementary
Less than a 1/4 mile (3 blocks)	Walk, Family Car	Lee Elementary
Less than a 1/4 mile (3 blocks)	Walk, Family Car	Lee Elementary



Rossmoor Homeowners Association
P.O. Box 5058
Rossmoor, California 90721
(562) 799-1401 www.Rossmoor-RHA.org

February 8, 2017

TO: RCSD President Michael Maynard
1st VP Ron Casey
2nd VP Mark Nitikman
Board Member Tony DeMarco
Board Member Bill Kahlert

The Rossmoor Homeowners Association board at its regular meeting on Nov. 15 adopted a resolution to respond to the Orange County Traffic Engineer and Supervisor Michelle Steel, regarding the 2016 study that was conducted to assess school traffic issues. The board carefully weighed the three options that the Traffic Engineer offered regarding the removal of parking restrictions on Foster and Hedwig roads. By a unanimous vote, the board said it favored option 2, the removal of parking restrictions, but wants further discussion with RCSD and other interested parties.

The board's decision relied on several factors, including the engineer's determination that temporary bike lanes created by the parking restrictions are under-utilized, carrying two bike riders daily, while many more used the sidewalk. The board also expressed concerns that the existing bike route does not meet current design standards of the county, a potential safety shortfall for children and a potential liability should any child get hurt. It also noted that the consensus opinion among residents at the 2015 RHA public meeting to gather input on the matter favored bike routes that would serve the elementary schools, allowing children in Rossmoor to ride to their nearby schools.

The board believes that option 3, involving the construction of a fully engineered bike route that would remove lawns and trees along Foster and Hedwig is not consistent with community priorities and would harm the aesthetics of the community. And maintaining the existing parking restrictions under option 2 is opposed by 93% of the households along the streets, which signed a petition asking for the removal of the restrictions.

The board also wants to insure that RCSD and others participate in the ultimate decision, which resides with the Orange County Traffic Committee and the Orange County Board of Supervisors. We look forward to discussing the matter with you.

Sincerely,

Beverley Houghton
President

CC:
Mr. J D Ruth

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: February 14, 2017
To: Honorable Board of Directors
From: General Manager
Subject: DISCUSSION AND POSSIBLE ACTION RE: AMENDMENTS TO
GENERAL MANAGER EMPLOYMENT AGREEMENT

RECOMMENDATION:

Discussion and possible action re: amendments to General Manager Employment Agreement.

BACKGROUND:

Enclosed for your review and possible action is Amendment No. 2 to the Employment Agreement with General Manager James D. Ruth. This amendment revises the General Manager's compensation by deleting the bonus compensation provisions and the revising the Health Insurance Allowance. The deleted bonus provisions are a not to exceed amount of 10% of the base salary annually, which equals a maximum amount of \$9,360. The adjustment in health insurance allowance is from \$4,300 annually to \$8,632.08 annually.

Also enclosed for your review and consideration is the RCSD Mission Statement, Goals and Objectives that were unanimously adopted on January 29, 2015. The Mission Statement, Goals and Objectives were unanimously adopted by our Board after considerable review, discussion and public input.

The Mission Statement, Goals and Objectives have provided guidelines to RCSD for the efficient administration of our agency resulting in another highly successful year as outlined in our State of the District report.

In addition to the District's scope of responsibilities as defined in our latent powers, several new issues confronted the District requiring considerable time and resources of our Board and staff. The proposed 37,000 sq. ft. LA Fitness Center project in the Shops at Rossmoor, the new 113,000 sq. ft. Village 605 shopping center in Los Alamitos, the Rossmoor Traffic Study conducted by the County of

Orange, the Homeless and Coyote Management issues, in addition to the continued battle with Caltrans regarding the proposed new toll lanes on the I-405 freeway.

The business of the District has grown proportionately with these issues requiring greater demand on our limited resources. I believe our staff has responded admirably under these new challenges.

As we look to the year ahead with the approval of the Board, staff is proposing to focus on the following new objectives:

1. Continue to manage the District within the approved Mission Statement, Goals and Objectives approved by the Board.
2. Implement the proposed lighting conversion program from incandescent to LED lighting in all of our facilities.
3. Complete the study of solar energy application for the Rush Park Auditorium.
4. Pursue grant funding for the Rush Park parking lot and Montecito Road street light conversion.
5. Continue to work with other public agencies to establish and maintain a coordinated effort to address the homeless issue within our jurisdictional boundaries.
6. Establish a succession plan for the District.
7. Establish comprehensive filing and record retention system.
8. Update our website.
9. Explore the feasibility of obtaining recycled water to irrigate Rush and Rossmoor Parks.

ATTACHMENTS:

1. Employment Agreement - James D. Ruth
2. (proposed) Amendment No. 2 to Employment Agreement
3. Mission Statement, Goals and Objectives

**ROSSMOOR COMMUNITY SERVICES DISTRICT
EMPLOYMENT AGREEMENT
DISTRICT GENERAL MANAGER**

THIS AGREEMENT is made and entered into as of the 20th day of November, 2013, by and between the ROSSMOOR COMMUNITY SERVICES DISTRICT (“District”), a California special district, and JAMES D. RUTH (“Employee”).

RECITALS

A. District’s Board of Directors (the “Board”) wishes to engage the services of Employee, and Employee desires to accept employment as District General Manager.

B. Employee represents that he is qualified to perform such services.

NOW, THEREFORE, in consideration of the mutual covenants hereinafter contained the parties agree as follows:

1. Duties.

A. District hereby agrees to employ Employee as District General Manager, to serve at the pleasure of the Board. Employee shall perform the functions and duties specified in District Policy No. 2000 (“General Manager Duties and Responsibilities”), as may be amended from time to time, and such other legally permissible duties and functions as shall, from time to time, be assigned by the Board.

B. Employee shall devote such time, interest, and effort to the performance of his duties as may be reasonably necessary to fulfill the above requirements. Without limiting the generality of the foregoing, Employee agrees to a work schedule as provided in Section 5, except as otherwise provided herein.

2. Term.

A. This Agreement shall be effective as of December 2, 2013 (the “Anniversary Date”) and shall remain in effect until terminated as provided in this Section.

B. It is expressly understood that Employee, in his capacity as District General Manager, is an at-will employee serving at the pleasure of the Board, subject to termination at any time, with or without cause, and with no right to any hearing, including any so-called “Skelly” hearing.

C. In the event of termination by the Board, Employee’s sole rights shall be, in addition to any vested benefits to which Employee is entitled hereunder, the

right to received thirty days prior written notice of termination (hereinafter the "Notice Period"). Employee may be given leave during the Notice Period to search for employment, or may be required to report to work, as the case may be. The provision of such notice shall not be deemed to create a right to a hearing.

D. Notwithstanding the provisions of Paragraph C of this Section, in the event Employee is terminated by District for "cause," District may terminate this Agreement immediately and Employee shall be entitled to only the compensation accrued up to the date of termination. For purposes of this Agreement, "cause" shall mean any of the following:

- (1) Conviction of any felony.
- (2) Conviction of a misdemeanor arising directly out of the Employee's duties pursuant to this Agreement.
- (3) Conviction of any crime involving moral turpitude.
- (4) Willful breach or habitual neglect of duties.
- (5) Willful abandonment of duties.
- (6) Removal from office by the Grand Jury.

E. The severance rights provided in this Section shall be in lieu of any other notice, hearing, or severance rights Employee may have under any other code, regulation, or policy of the District, and Employee expressly waives all such rights except as provided herein.

F. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of Employee to terminate this Agreement at any time provided that, due to the sensitive nature of Employee's position and the difficulty of replacing Employee, Employee shall give thirty days written notice prior to such termination to the Board.

3. **Compensation.** District agrees to pay Employee for services rendered pursuant to this Agreement at a rate of \$93,600 annually, payable in semi-monthly installments. Employee is eligible to earn and receive an annual performance-based bonus, in the sole discretion of the District Board, in an amount not to exceed 10% of base salary, following an annual performance evaluation by the District Board and based on Employee's overall performance and his achievement of mutually-agreed goals. District further agrees to pay Employee a health insurance allowance as specified in Section 6.

4. **Performance Evaluation.**

A. At any time as desired by the Board, but at least annually, the Board shall conduct an evaluation of Employee's performance. The performance review and evaluation process is intended to provide feedback to Employee so as to facilitate more effective management of the District. Nothing herein shall be deemed to alter or

change the employment status of Employee, nor shall this Section be construed as requiring "cause" to terminate this Agreement or the services of Employee hereunder.

B. District shall prepare a written summary of each performance evaluation of Employee and include the same in Employee's personnel file within two weeks following conclusion of the review and evaluation process. The Board shall schedule a closed session with Employee to discuss the performance evaluation.

5. Hours and Benefits.

A. Hours of Work. The District Manager position is full time. However, Employee's duties may involve expenditures of time in excess of 40 hours per week. While work is generally expected to be performed at District offices during normal business hours, Employee's duties will also include time outside normal office hours such as attendance at regular and special meetings of the Board and subcommittees of the Board. Employee shall be exempt from paid overtime compensation and from Fair Labor Standards Act work hours restrictions and may modify his schedule within reason to adjust for attendance at meetings at night and during other times outside of ordinary business hours.

B. "Comp" Time. Employee shall not be eligible for compensatory time off.

C. Vacation. Employee shall be entitled to annual paid vacation in accordance with the District's Vacation Policy (District Policy No. 2020, as amended on May 12, 2009 and incorporated herein by this reference). The rate at which vacation time is earned/accrued, vacation eligibility, the vacation accrual cap, and vacation payoff shall all be governed by District Policy No. 2020. Employee shall be included in the "Full-time (40-hour)" classification for purposes of calculating all vacation benefits and entitlements pursuant to District Policy No. 2020. Notwithstanding Policy 2020.20, Employee shall be eligible to take vacation following 30 days of employment.

D. Sick/Personal Leave. Employee shall be entitled to paid sick/personal leave in accordance with the District's Sick Leave Policy (District Policy No. 2040, as amended May 12, 2009 and incorporated herein by this reference). The rate at which sick leave is accrued, the authorized uses of sick leave, and the payoff of unused sick leave upon termination of employment shall all be governed by the terms of District Policy No. 2040. Employee shall be included in the "Full-time (40-hour)" classification for purposes of calculating the accrual of sick leave.

E. Holidays. Employee shall be entitled to paid holidays in accordance with District Policy No. 2030, incorporated herein by this reference. Employee shall not be entitled to overtime compensation or compensatory time in accordance with Policy 2030.40.

F. Jury Duty. When called for jury duty and unable to be excused therefrom, Employee shall receive his regular base compensation for up to five days of service less all jury fees received excluding mileage for the time required to be spent in court provided that Employee will be so paid once every two weeks and shall endeavor to delay jury service where such would interfere with important work in progress. Whenever daily jury duty scheduling permits, Employee shall return to his regular daily job assignment to complete his regular work day.

G. Workweek. Employee shall report to District's offices for work at least four days out of each work week, during normal business hours, except on holidays, when away on business for the District, or when otherwise eligible for an excused absence pursuant to this Agreement. It is understood that Board meetings and other District activities that occur outside of regular business hours may require several hours of Employee's time. Therefore, the number of hours that Employee is present in the District offices during regular business hours in any given week and on any given day may vary. The intent of this subparagraph is to require the District Manager to report to the District offices at least four days each work week, not to require the District Manager to remain in the office for a minimum period of time on each business day.

H. Except as provided herein, Employee may, at Employee's discretion, use the leave provided in paragraphs C and D above provided, however, Employee shall take no vacation or personal leave in excess of one business day without notification to, and approval of, the Board's president, who may bring the matter to the Board for approval.

I. District shall pay for all official bonds required for the office of the General Manager.

J. Except as specifically provided herein, Employee shall not receive any other compensation or benefits for the performance of the services described hereunder.

6. Retirement and Insurance Benefits.

A. Retirement. District does not provide or subscribe to any retirement plan and Employee shall receive no retirement benefits of any kind in connection with this Agreement.

B. Health Insurance Allowance. Employee receives health insurance coverage as part of a retirement benefits package provided by a prior employer. That benefit package requires Employee to pay ten percent of the cost of his total health insurance premium. In addition to the base compensation provided under this Agreement, District agrees to pay Employee a health insurance allowance equal to ten percent of the cost of his total health insurance premium, not to exceed \$4,300 annually. The health insurance allowance shall be paid in semi-monthly installments along with the base compensation provided under this Agreement. The health insurance allowance

provided pursuant to this section shall be in lieu of any other health insurance benefit offered by the District to its employees or officers. Employee is not entitled to any health insurance benefit offered to other District employees or officers.

C. Waiver. Employee waives any other insurance benefits not specifically enumerated herein.

7. **Professional Development and Business Expenses.** When approved by the Board, District hereby agrees, to the extent allowed by law, to budget and to pay reasonable (i) travel and subsistence expenses of Employee for professional and official travel to and from attendance at conferences, seminars, and meetings in furtherance of District business, and (ii) professional dues, books, and subscription expenses necessary and desirable to continue the professional development of Employee and to adequately pursue necessary official and other functions for District, including national, regional, state, and local government groups and committees of which Employee and/or District serves as a member. All such expenses shall require Board approval.

8. **Other Terms and Conditions of Employment.** Employee shall abide by all District Policies not in conflict with this Agreement. Employee shall not be entitled to any benefits set forth in District Policies, except as otherwise specified by this Agreement. The Board may from time to time fix other terms and conditions of employment relating to the performance of Employee provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, District Policy, or other applicable law.

9. **General Provisions.**

A. This Agreement contains the entire agreement between the parties relating to the rights herein granted and the obligations herein assumed. Any oral representations or modifications concerning this instrument will be of no force or effect. This Agreement may only be amended in writing signed by Employee and a District representative authorized to do so by action of the District Board.

B. This Agreement shall be governed by the laws of the State of California and venue in is the County of Orange.

C. This Agreement shall be binding upon and inure to the benefit of the heirs at law and executors of Employee.

D. Any assignment of the rights or obligations of Employee hereunder without the express approval of District shall be void.

E. No waiver of the breach of any of the covenants, agreement, provisions, or conditions of this Agreement by either party will be construed to be a waiver of any succeeding breach of the same or other covenants, agreements, provision or conditions of this Agreement. No delay or omission of District or Employee in

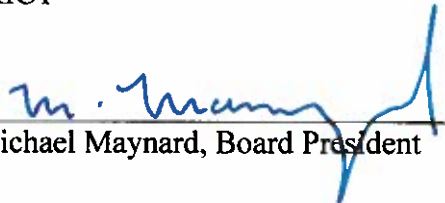
exercising any right, power, or remedy herein provided in the event of default will be construed as a waiver thereof or acquiescence therein.

F. If any provision or portion hereof contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof shall be deemed severable and shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF the parties have executed this Agreement as of the day and year first above written.

DISTRICT:

ROSSMOOR COMMUNITY SERVICES DISTRICT

By: 
Michael Maynard, Board President

EMPLOYEE:

JAMES D. RUTH

By: 
James D. Ruth

APPROVED AS TO FORM

JENKINS & HOGIN, LLP

By: 
Gregg Kovacevich

**AMENDMENT NO. 2 TO EMPLOYMENT AGREEMENT BETWEEN ROSSMOOR
COMMUNITY SERVICES DISTRICT AND JAMES D. RUTH**

This Amendment No. 2 (“Amendment”) to the Employment Agreement is made and entered into this 14th day of February, 2017 by and between the Rossmoor Community Services District (“District”) and James D. Ruth (“Employee”),

RECITALS

WHEREAS, on November 20, 2013, District and Employee entered into an Employment Agreement (the “Agreement”);

WHEREAS, on February 10, 2015, District and Employee entered into Amendment No. 1 to the Agreement;

WHEREAS, District and Employee desire to amend the Agreement to provide for revisions to Employee compensation by deleting the bonus compensation provisions and the revising the Health Insurance Allowance;

WHEREAS, at the February 14, 2017 regular meeting of the District’s Board of Directors, the Board voted to authorize the Board President to execute an Amendment as set forth herein;

NOW THEREFORE, in consideration of the mutual promises, covenants, and conditions set forth herein and in the Agreement amended hereby, the parties agree as follows:

1. Paragraph 3 is hereby amended to read:

3. Compensation. District agrees to pay Employee for services rendered pursuant to this Agreement at a rate of \$93,600 annually, payable in semi-monthly installments.

2. Paragraph 6.B. is hereby amended to read:

B. Health Insurance Allowance. Employee receives health insurance coverage as part of a retirement benefits package provided by a prior employer. That benefit package requires Employee to pay ten percent of the cost of his total health insurance premium. In addition to the base compensation provided under this Agreement, District agrees to pay Employee a health insurance allowance equal to ten percent of the cost of his total health insurance premium, not to exceed \$8,632.08 month annually. The health insurance allowance shall be paid in monthly installments along with the base compensation provided under this Agreement. The health insurance allowance provided pursuant to this section shall be in lieu of any other health insurance benefit offered by the District to its employees or officers. Employee is not entitled to any health insurance benefit offered to other District employees or officers.

3. All terms and conditions of the Agreement that have not been amended by this Amendment shall remain in full force and effect.

4. The individuals signing this Amendment represent and warrant that they have the right, power and authorization to bind their respective entities to the terms of this Amendment and the Agreement.

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

DISTRICT:

**ROSSMOOR COMMUNITY SERVICES
DISTRICT**

By: _____
Michael Maynard, Board President

EMPLOYEE:

JAMES D. RUTH

By: _____
James D. Ruth

APPROVED AS TO FORM FOR DISTRICT

By: _____
Tarquin Preziosi
District General Counsel

ROSSMOOR COMMUNITY SERVICES DISTRICT MISSION STATEMENT, GOALS AND OBJECTIVES

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 effective utilization of its public safety resources.

- Objective 1: In coordination with the Orange County Sheriff, and other law enforcement agencies, endeavor to provide law enforcement services tailored to the needs of the community
- Objective 2: Maintain effective communication with the Orange County Fire Authority to promote the dissemination of fire safety information and materials as a means of minimizing loss of life and property in the community.
- Objective 3: Oversee the effective provision of street lighting services for the enhancement of public safety in the community.

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: Utilize available grant funds to the greatest extent possible as a means of preserving or enhancing its resources for other needed priorities.
- Objective 2: Invest reserve funds in accordance with the district's investment policy in order to maximize a safe return on investment.
- Objective 3: Effectively use community volunteers whenever possible in order to enhance the district's service levels and infrastructure.
- Objective 4: Review user fees periodically and recommend adjustments to the Board; according to policy.
- Objective 5: Work with committees to review and evaluate district finances and related policies in order to make recommendations to the board regarding the district's financial resources.

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

- Objective 1: Plant and maintain a diverse population of parkway and park trees by species and age in approximately as many of the 5,500 designated site locations as possible.
- Objective 2: Manage the inventory of parkway trees in Rossmoor to assure that they are properly safety trimmed so as to not pose a hazard to the community.

Objective 3: Oversee its parks and parkway locations in Rossmoor to assure that all trees are properly watered, trimmed, and maintained in a healthy, safe and aesthetically pleasing condition.

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: Inspect all District properties on a regular basis to determine that they are being properly maintained in accordance with industry standards and safety regulations.

Objective 2: Implement maintenance schedules for each of the District's properties in order to ensure their maximum service life.

Objective 3: Monitor and maintain records of the performance of maintenance and capital project contractors.

Objective 4: Take all necessary measures to conserve water and to reduce the use of water for irrigation of the District's green space.

Objective 5: Take all necessary measures to conserve resources and to be good stewards and follow best practices as it pertains to conserving our natural resources.

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: Provide a variety of recreational, cultural and sports programs and special events such as Movies, Concerts and Shakespeare in the Park and co-sponsor events such as the Community Festival, Winter Festival and 4th of July Fireworks Spectacular that appeal to all segments of the community.

Objective 2: Monitor recreation and athletic facilities and equipment to ensure they remain safe, clean and in good working order.

Objective 3: Ensure that recreation and athletic facilities are accessible to all users.

Objective 4: Promote cost-effective use of the District's parks, facilities and programs through the establishment of reasonable user fees and charges while encouraging maximum use by the public.

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

Objective 1: Utilize to the maximum extent possible, the use of the district website, traditional, online and social media to inform the public about current information concerning the business and services of the district.

Objective 2: Publish and distribute a quarterly newsletter for each household in Rossmoor, in either hardcopy or electronic format, in order to disseminate

information about district business, programs, current events and items of interest to the community.

Objective 3: Provide a variety of opportunities for community input in a variety of formats, such as public meetings, workshops, email campaigns, polls and surveys.

Objective 4: Whenever possible, employ a variety of internal and external resources, in the form of vendors and cosponsors, to announce and promote district programs and business.

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

Objective 1: Develop a cooperative agreement with the Los Alamitos Unified School District for the joint use of facilities.

Objective 2: Meet regularly with neighboring jurisdictions to discuss and resolve common issues.

Objective 3: Maintain a positive working relationship with officials and agencies of the County of Orange in order to provide the highest possible levels of services to the community.

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

Objective 1: Take the initiative to address new concerns expressed by the community in order to determine what, if any options are available to address those concerns.

Objective 2: Report to the community on any actions taken by the board regarding new initiatives whether independently undertaken by the board or proposed by the community.

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

Objective 1: Assure that the public right-of-way within Rossmoor is regularly swept free of debris, leaves, soil, litter and other materials.

Objective 2: In cooperation with the Orange County Sheriff, monitor the street sweeping enforcement program as a means of ensuring that all streets are swept in accordance with the established schedule and that residents are kept aware of the need to keep streets clear during posted hours.