

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board

Agenda Package

October 10, 2017

BOARD OF DIRECTORS

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, October 10, 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. OCS D School Resource Officer Mike Sakamoto Re: Internet Safety for Parents

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—None

E. CONSENT CALENDAR

1a. APPROVE MINUTES: REGULAR MEETING OF SEPTEMBER 12, 2017

2. APPROVE AUGUST REVENUE AND EXPENDITURE REPORT.

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

F. PUBLIC HEARING—None

G. RESOLUTIONS:

1. DISCUSSION AND POSSIBLE ACTION RE: FEE STUDY PROGRESS AND RECOMMENDATIONS AND ADOPTION OF RESOLUTION NO 17-10-10-01 SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE 2017-2018 RCSD FEE SCHEDULE

2. DISCUSSION AND POSSIBLE ACTION RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE 2017 ROSSMOOR WINTER FESTIVAL AND APPROVAL OF RESOLUTION NO. 17-10-10-02 RE: BOARD APPROVAL FOR THE SERVING OF ALCOHOL (BEER & WINE) AT THE ROSSMOOR WINTER FESTIVAL AND 60TH ANNIVERSARY CELEBRATION.

ORDINANCES—None

H. REGULAR CALENDAR

1. DISCUSSION AND ACTION RE: AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH ELITE SPECIAL EVENTS TO PROVIDE SERVICES AT THE 2017 ROSSMOOR WINTER FESTIVAL.

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, announcement, reports on his or her own activities, and requests of staff, including that specific items be placed on a future Agenda.. The Board may not discuss or take action on items that are not on the Agenda.

K. CLOSED SESSION: None

L. ADJOURNMENT

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

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

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

prior to that meeting, will be made available for public inspection at the time the writing is distributed to the Board of Directors. Any such writing will be available for public inspection at the District offices located at [3001 Blume Drive, Rossmoor, CA 90720](#). In addition, any such writing may also be posted on the District's web site at www.rossmoor-csd.org.

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the October 10, 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:

Elizabeth Deering for
JAMES D. RUTH
General Manager

Date October 5, 2017

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a.

Date: October 10, 2017
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATION BY OCSD SCHOOL RESOURCE OFFICER RE:
INTERNET SAFETY

RECOMMENDATION:

Receive presentation.

BACKGROUND:

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

- a. PRESENTATION BY OCSD SCHOOL RESOURCE OFFICER
RE: INTERNET SAFETY

ATTACHMENTS: None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: October 10, 2017
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF OCTOBER 10, 2017

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of September 12, 2017 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their meeting of September 12, 2017 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of September 12, 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, September 12, 2017

A. ORGANIZATION

1. CALL TO ORDER: 7:01 P.M.

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

a. OCTA Info—Director Ron Casey

Director Ron Casey stated that this item would be postponed until the October Board Meeting when the Orange County Transit Association (OCTA) was available to give a comprehensive update and presentation on the status of the project.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

In response to questions from Rossmoor residents, LA Seismic Representative Tracey Farmer provided an in depth overview and presentation on the LA Seismic Study scheduled to take place in Rossmoor. He reported that LA Seismic was a speculative consulting company who would be collecting seismic data in the Rossmoor/Los Alamitos area for the first time, in order to provide a point of reference. The data collected would be shared with CalTech to aide in the predictability factor as to the likelihood of an earthquake occurring in the area. LA Seismic had previously conducted seismic studies in Long Beach and other communities. Mr. Farmer described the benefits of the seismic study and the various types of computerized data collection equipment and work trucks and their potential impact on the community. Discussion ensued relative to the trucks and the need for traffic control and coordination with the Los Alamitos Unified School District. Mr. Farmer stated that he would be providing the District with regular activity updates and notifications. He also provided the District with an informational packet which would be published on the RCSD website in addition to his contact information.

RHA President Beverly Houghton announced that the RHA Board had initiated a monthly speaker series and would be having guest speakers at their Board Meetings from now on. RHA Meetings were held on the third Tuesday of every month. The September guest speaker would be a representative from the California Highway Patrol. The October guest speaker was LAUSD Superintendent, Dr. Sherry Kropp.

Rick Hearst opined relative to his opposition to the District's proposal to add an additional tennis instructor at Rossmoor Park. He expressed concerns about having enough court availability for resident's reservations, especially during early morning peak times and weekends.

Kevin Pearce reported on last night's Seal Beach City Council Meeting and Rossmoor's victory against the proposed LA Fitness Project in the Shops at Rossmoor in Seal Beach, due in large part to the efforts and coordination of the Coalition Against LA Fitness. Mr. Pearce further reported on the progress of the Bradbury Road restriping. He stated that he had spoken with the County and they had plans to erase the old stripes with power washing.

Jody Roubanis opined relative to the Foster Road Bike Lane Parking Restrictions and reminded residents to abide by the restrictions and keep the bike lane clear during those hours for cyclists and school children traveling to school. Ms. Roubanis claimed that she had observed an increase in cyclists this year. She also requested that the trees along the Bike Route between north Foster Road and Druid Lane, be inspected for hanging limbs and trimmed as needed.

D. REPORTS TO THE BOARD—None

E. CONSENT CALENDAR:

1a. MINUTES REGULAR BOARD MEETING—August 8, 2017

2. REVENUE AND EXPENDITURE REPORT—July 2017

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

F. PUBLIC HEARING—None

G. RESOLUTIONS—None

ORDINANCES—None

H. REGULAR CALENDAR:

1. DISCUSSION AND POSSIBLE ACTION RE: REPORT OF THE INVESTMENT COMMITTEE AND RECOMMENDATIONS REGARDING REINVESTMENT OF RESERVES IN THE RUSH PARK BOND FUND RESERVE ACCOUNT

Staff recommendation to receive the report and approve the recommendations of the Investment Committee regarding required reserves in the Rush Park Bond Fund Reserve Account.

The General Manager reported The Investment Committee met on August 23, 2017 to review investments and make recommendations to the Board. The Committee reviewed the recommendations of staff and the District's Financial Advisor regarding required reserves in the Fund 20 Rush Park Bond Fund. A two-year US Agency Note in the amount of \$180,000 of the Reserve Funds of the Rush Park Bond matured in June 2017. The Committee discussed the reinvestment of the \$180,000 and the term of the US Agency note.

Discussion ensued relative to the benefits of investing in a 3 yr. versus a 1 yr. bond. Motion by Director Nitikman, seconded by Director Casey to authorize the General Manager to direct the District's Financial Advisor to reinvest the matured \$180,000 Rush Park Bond funds by purchasing three, 1 yr. U.S. Agency Bond Notes. Motion passed 4-0.

2. DISCUSSION AND POSSIBLE ACTION RE: APPROVAL OF PROPOSED AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT TO PROVIDE TENNIS INSTRUCTION AT ROSSMOOR PARK—FERNANDO MOLINA

Recommendation to Approve Amendment to current Professional Services Agreement between Rossmoor Community Services District and professional tennis instructor Fernando Molina and authorize the General Manager to execute a new Professional Services Agreement to provide Tennis Instruction by Fernando Molina.

The General Manager reported that there have been discussions with professional tennis instructor Fernando Molina to inform him about possible changes to the current Professional Services Agreement that was recently approved at the August board meeting. At this time the agreement under compensation states that the contractor shall remit payment to the District an amount equal to 25% of the total fees imposed and collected during the time period of the applicable statement. The amendment would change the agreement from an amount equal to 25% of total fees to a flat rate of \$12.50 per hour. This would apply to the current and any future professional tennis instructors that may be brought on as a contractor. During our meetings with tennis instructor Fernando Molina, there have been no issues or concerns about the amended change to the current agreement in place.

Discussion ensued relative to advantages and disadvantages of collecting a flat rate versus a profit share. Motion by Director Casey seconded by Director DeMarco approve Amendment No. 1 to the Professional Service Agreement with Tennis Instructor, Fernando Molina which called for changing the agreement from a profit share model to a flat rate of \$12.50 per hour. Motion passed 4-0.

3. DISCUSSION WITH GENERAL MANAGER RE: APPROVAL OF PROPOSED PROFESSIONAL SERVICES AGREEMENT TO PROVIDE ADDITIONAL ADULT & YOUTH-BASED TENNIS INSTRUCTION PROGRAM AT ROSSMOOR PARK—BEAU BERGLUND

Recommendation to approve the recommendations from the Parks and Facilities Committee regarding Beau Berglund's proposal for an additional adult and youth-based tennis instruction program at Rossmoor Park and authorize the General Manager to execute a new Professional Service Agreement to provide Tennis Instruction by Beau Berglund.

The General Manager reported Recreation Department has been looking at ways to provide additional instruction or program geared towards children to fill a current void of this type of service to the community currently not available. Along with both adult and youth based instruction, there is also the possibility of having a Rossmoor Tennis Team for 10 and under. In addition to providing a new type of program for kids and adults, it can also be another service that can bring in additional revenue to the District.

Discussion ensued relative to fostering cooperation between the two Tennis Instructors and discouraging competition. Further discussion ensued relative to concerns over adequate court availability for tennis patrons and free play. Recreation Superintendent Chris Argueta stated that there was minimal overlap in the two Tennis Instructor's schedules and that there were always courts available for tennis patrons to reserve. The General Manager stated that the addition of a new instructor and youth-focused tennis program was in the evaluation stage and adjustments would be made as needed based on careful observations by District Staff. Director Nitikman requested a report on tennis resident feedback relative to court usage and availability in the next 60-90 days. The General Manager replied that they would include a tennis report with the next Quarterly Recreation Report to the Board.

Motion by Director Nitikman seconded by Director Casey to authorize the General Manager to execute a new Professional Services Agreement with Tennis Instructor, Beau Berglund, contingent upon the necessary endorsement and certification of the required insurance rider, adding the Rossmoor Community Services District as additional insured and a minor correction on the signature page of the agreement. Motion passed 4-0.

4. DISCUSSION AND POSSIBLE ACTION RE: REQUEST BY THE ROSSMOOR HOMEOWNERS ASSOCIATION (RHA) FOR COSPONSORSHIP OF THE 2018 ROSSMOOR COMMUNITY FESTIVAL

Staff recommendation to approve the request of the RHA for co-sponsorship of the 2018 Rossmoor Community Festival event.

Discussion ensued relative to the Board's confidence in the continued success of the Rossmoor Community Festival and the cooperative relationship between the RCSD and RHA. Motion by Director Nitikman seconded by Director DeMarco to approve the request of the RHA for co-sponsorship of the 2018 Rossmoor Community Festival Event. Motion passed 4-0.

I. GENERAL MANAGER ITEMS:

The General Manager reported that the District has received a notice from Edison stating that our LED Lighting upgrade through the OBF program has been approved. He added that the remaining three light poles on Montecito Road, which were originally thought to be in Seal Beach—but are actually in Rossmoor, would also be upgraded. He added that Doc Rivers had completed the LED Lighting upgrades in the Rush Park Kitchen so the Board would be able to see an example of the improvement at their leisure.

He thanked Tracy Farmer from LA Seismic for his presentation. He assured the Board that LA Seismic would conduct all seismic study activity in close coordination with the District and the County of Orange. He added that all contact information would be posted on the District website.

The General Manager commended Kevin Pearce regarding his successful activism resulting in the Seal Beach City Council's denial of the LA Fitness project in the Shops at Rossmoor at the Public Hearing on September 11, 2017.

He reported that the Parks and Facilities Committee had met and discussed changes to the District fee schedule. District staff was in the process of working on proposed fees and charges modifications to the fee schedule and would present their recommendations to the Board at the October 10, 2017 Board Meeting. The District was required to advertise the proposed fee changes in the local newspaper prior to the board meeting.

The General Manager added that District Staff was in the process of conducting a tree inventory for the District Parks to include Species Identification and Memorial Donor Plaques and Signage, as well as Identification Signage for Plants and installation of an RHA/RCS D Dedication Plaque for the Kempton Mini-Park Demonstration Project.

He announced that the Los Alamitos Unified School District would be holding the Superintendent's State of the District Event on September 29th at 8:30 a.m. at the Navy Golf Course. Two RCS D Board Members had confirmed attendance. Finally he announced that Colonel Julian Bond had been appointed Acting Commander of the Joint Forces Training Base in Los Alamitos.

J. BOARD MEMBER ITEMS:

Director Nitikman stated that in light of the recent controversy over the LA Fitness Center issue at the Seal Beach City Council Meeting he encouraged the RCS D to develop a stronger working relationship with the owners of the Shops at Rossmoor in Seal Beach. He expressed disappointment in the shopping center's failure to reach out and notify the RCS D regarding their intent to install an LA Fitness in the neighborhood. He opined that better community outreach on their part could have avoided much of the disagreement. He hoped they could work collaboratively in the future to discuss other types of businesses that would work better in that space. Regarding tennis patron concerns about the addition of a new tennis instructor and the potential impact on the tennis court availability he suggested that the General Manager work with General Counsel to strengthen the language in Policy 6010, Section 6010.10 and add something similar to: "availability of resources to non organized groups, individual residents..." Finally, Director Nitikman praised Rossmoor Resident Kevin Pearce on his major victory against the construction of an LA Fitness Center in the Shops at Rossmoor. He stated that he was very impressed with the advocacy displayed on behalf of the community, adding that when Rossmoor residents organize they have tremendous talent and resources.

Director DeMarco discussed the replacement of the remaining lights on Montecito Road and the anticipated completion of the Rossmoor Lighting Improvement Project. He requested that staff explore adding the District Parks and tree information to Google Maps. He further requested that the California Highway Patrol give a presentation regarding traffic at a future RCS D Board

Meeting. He also praised Kevin Pearce for his extraordinary efforts in preventing the LA Fitness Project from being constructed. He stated that the Seal Beach City Council's decision to deny the CUP and EIR was a huge victory for Rossmoor and Seal Beach residents. He expressed his admiration for Kevin Pearce and the many smart and dedicated people who helped protect the interests of the community.

Director Casey reminded everyone that the Orange County Transit Authority would be reporting on the I-405 Improvement Project at the October 10th RCSD Board Meeting and encouraged them to attend. He also encouraged them to pay attention to the toll revenue use discussion and ask questions. Director Casey also stated that there was an interactive map on the OCTA website showing all current project activity. He thanked Director Nitikman and Director DeMarco for their attendance and participation at last night's Seal Beach City Council Public Hearing on the LA Fitness Center. He commended Kevin Pearce and the entire community for a job well done resulting in a huge victory for all.

President Maynard remarked that the prevention of the LA Fitness Center Project was a major victory for the Seal Beach and Rossmoor communities. He also commended Kevin Pearce for his strategic and well planned campaign. He echoed Director Nitikman and Director DeMarco's comments regarding building relationships with the Shops at Rossmoor and the Developer and work with them on selecting a desirable tenant for the area behind Sprouts Farmers Market. Finally, President Maynard had comments relative to the Seismic Survey and Tracey Farmer's reference to the parkway as the "public right-of-way". General Counsel, Tarquin Preziosi replied that it was an incorrect term for the parkway, however, RCSD doesn't have the authority to exclude the County from obtaining an easement by either ownership or fee ownership. The District's jurisdiction and authority is limited to an easement to maintain the trees on the parkway.

K. CLOSED SESSION—None

L. ADJOURNMENT:

Motion by Director Nitikman, seconded by Director Casey to adjourn the regular meeting at 9:00 p.m. Motion passed 4-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date October 10, 2017
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - AUGUST 2017

RECOMMENDATION:

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

BACKGROUND:

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

ATTACHMENTS:

1. Revenue & Expenditure Report for the month of August, 2017.

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 August 2017 @ 16.67%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	908,835.00	908,835.00	11,362.63	1,419.49	897,472.37	1.3
STREET LIGHT ASSESSMENTS	314,600.00	314,600.00	3,961.53	494.91	310,638.47	1.3
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	1,458.57	0.00	1,541.43	48.6
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	0.00	0.00	60,400.00	0.0
FEES AND SERVICES	158,700.00	158,700.00	19,636.75	7,149.50	139,063.25	12.4
OTHER REVENUE	22,000.00	22,000.00	0.00	0.00	22,000.00	0.0
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
Total Revenues	1,467,535.00	1,467,535.00	36,419.48	9,063.90	1,431,115.52	2.5
Expenditures						
ADMINISTRATION	420,275.00	420,275.00	78,241.11	29,881.56	342,033.89	18.6
RECREATION	138,628.00	138,628.00	36,092.89	19,312.13	102,535.11	26.0
ROSSMOOR PARK	196,335.00	196,335.00	28,919.37	15,956.40	167,415.63	14.7
MONTECITO CENTER	84,950.00	84,950.00	13,791.00	7,260.56	71,159.00	16.2
RUSH PARK	219,750.00	219,750.00	36,230.60	23,152.15	183,519.40	16.5
STREET LIGHTING	107,715.00	107,715.00	17,147.60	8,581.08	90,567.40	15.9
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	53,650.00	53,650.00	9,067.35	9,021.37	44,582.65	16.9
PARKWAY TREES	133,737.00	133,737.00	4,906.92	2,583.51	128,830.08	3.7
MINI-PARKS, MEDIANS & TRIANGLE	14,562.00	14,562.00	2,330.57	1,351.25	12,231.43	16.0
Total Expenditures	1,371,702.00	1,371,702.00	228,727.41	117,100.01	1,142,974.59	16.7

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

\$ 739,612.00

REVENUE REPORT
August 2017 @ 16.67%

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12:11 pm

Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017
Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Revenues							
Dept: 00							
PROPERTY TAXES	908,835.00	908,835.00	11,362.63	1,419.49	0.00	897,472.37	1.3
ASSESSMENTS	314,600.00	314,600.00	3,961.53	494.91	0.00	310,638.47	1.3
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	1,458.57	0.00	0.00	1,541.43	48.6
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	0.00	0.00	0.00	60,400.00	0.0
FEES AND SERVICES	158,700.00	158,700.00	19,636.75	7,149.50	0.00	139,063.25	12.4
OTHER REVENUE	22,000.00	22,000.00	0.00	0.00	0.00	22,000.00	0.0
Dept: 00	1,467,535.00	1,467,535.00	36,419.48	9,063.90	0.00	1,431,115.52	2.5
Revenues	1,467,535.00	1,467,535.00	36,419.48	9,063.90	0.00	1,431,115.52	2.5
Grand Total Net Effect:	1,467,535.00	1,467,535.00	36,419.48	9,063.90	0.00	1,431,115.52	

EXPENDITURE REPORT
August 2017 @ 16.67%

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12:12 pm

Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017

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

Fund: 10 - GENERAL FUND

Expenditures

Dept: 10 ADMINISTRATION

SALARIES AND BENEFITS	283,205.00	283,205.00	46,304.30	23,321.51	0.00	236,900.70	16.4
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	26,315.28	1,884.19	0.00	49,034.72	34.9
CONTRACT SERVICES	57,720.00	57,720.00	5,621.53	4,675.86	0.00	52,098.47	9.7
CAPITAL EXPENDITURES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0

ADMINISTRATION

420,275.00 420,275.00 78,241.11 29,881.56 0.00 342,033.89 18.6

Dept: 20 RECREATION

SALARIES AND BENEFITS	95,408.00	95,408.00	18,807.17	8,681.38	0.00	76,600.83	19.7
OPERATIONS AND MAINTENANCE	41,220.00	41,220.00	17,151.97	10,562.79	0.00	24,068.03	41.6
CONTRACT SERVICES	1,000.00	1,000.00	133.75	67.96	0.00	866.25	13.4
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0

RECREATION

138,628.00 138,628.00 36,092.89 19,312.13 0.00 102,535.11 26.0

Dept: 30 ROSSMOOR PARK

SALARIES AND BENEFITS	83,120.00	83,120.00	13,485.08	6,425.38	0.00	69,634.92	16.2
OPERATIONS AND MAINTENANCE	75,115.00	75,115.00	9,781.21	6,704.53	0.00	65,333.79	13.0
CONTRACT SERVICES	38,100.00	38,100.00	5,653.08	2,826.49	0.00	32,446.92	14.8
ROSSMOOR PARK	196,335.00	196,335.00	28,919.37	15,956.40	0.00	167,415.63	14.7

Dept: 40 MONTECITO CENTER

SALARIES AND BENEFITS	61,530.00	61,530.00	9,931.13	4,795.51	0.00	51,598.87	16.1
OPERATIONS AND MAINTENANCE	17,220.00	17,220.00	3,115.59	2,092.96	0.00	14,104.41	18.1
CONTRACT SERVICES	5,700.00	5,700.00	744.28	372.09	0.00	4,955.72	13.1
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0

MONTECITO CENTER

84,950.00 84,950.00 13,791.00 7,260.56 0.00 71,159.00 16.2

Dept: 50 RUSH PARK

SALARIES AND BENEFITS	86,770.00	86,770.00	13,964.27	6,739.41	0.00	72,805.73	16.1
OPERATIONS AND MAINTENANCE	94,880.00	94,880.00	16,613.25	13,586.25	0.00	78,266.75	17.5
CONTRACT SERVICES	38,100.00	38,100.00	5,653.08	2,826.49	0.00	32,446.92	14.8
RUSH PARK	219,750.00	219,750.00	36,230.60	23,152.15	0.00	183,519.40	16.5

Dept: 60 STREET LIGHTING

OPERATIONS AND MAINTENANCE	715.00	715.00	106.52	60.54	0.00	608.48	14.9
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EXPENDITURE REPORT
August 2017 @ 16.67%

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Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
CONTRACT SERVICES	107,000.00	107,000.00	17,041.08	8,520.54	0.00	89,958.92	15.9
STREET LIGHTING	107,715.00	107,715.00	17,147.60	8,581.08	0.00	90,567.40	15.9
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	650.00	650.00	91.58	45.60	0.00	558.42	14.1
CONTRACT SERVICES	53,000.00	53,000.00	8,975.77	8,975.77	0.00	44,024.23	16.9
STREET SWEEPING	53,650.00	53,650.00	9,067.35	9,021.37	0.00	44,582.65	16.9
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	23,562.00	23,562.00	3,532.63	1,945.60	0.00	20,029.37	15.0
OPERATIONS AND MAINTENANCE	1,675.00	1,675.00	224.22	131.98	0.00	1,450.78	13.4
CONTRACT SERVICES	83,500.00	83,500.00	1,330.07	685.93	0.00	82,169.93	1.6
CAPITAL EXPENDITURES	25,000.00	25,000.00	-180.00	-180.00	0.00	25,180.00	-0.7
PARKWAY TREES	133,737.00	133,737.00	4,906.92	2,583.51	0.00	128,830.08	3.7
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	1,122.00	1,122.00	156.73	71.60	0.00	965.27	14.0
OPERATIONS AND MAINTENANCE	9,290.00	9,290.00	1,549.08	966.82	0.00	7,740.92	16.7
CONTRACT SERVICES	4,050.00	4,050.00	624.76	312.83	0.00	3,425.24	15.4
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	14,562.00	14,562.00	2,330.57	1,351.25	0.00	12,231.43	16.0
Expenditures	1,371,702.00	1,371,702.00	228,727.41	117,100.01	0.00	1,142,974.59	16.7
Grand Total Net Effect:	-1,371,702.00	-1,371,702.00	-228,727.41	-117,100.01	0.00	-1,142,974.59	

REVENUE/EXPENDITURE REPORT
August 2017 @ 16.67%

Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
3000 Current Secured Property Taxes	842,400.00	842,400.00	4,873.28	0.00	0.00	837,526.72	0.6
3001 Current unsecured prop tax	26,000.00	26,000.00	0.00	0.00	0.00	26,000.00	0.0
3002 Prior secured property taxes	7,100.00	7,100.00	1,129.22	739.88	0.00	5,970.78	15.9
3003 Prior unsecured prop taxes	535.00	535.00	0.00	0.00	0.00	535.00	0.0
3004 Delinquent property taxes	800.00	800.00	700.63	0.00	0.00	99.37	87.6
3010 Current supplemental assessmnt	18,000.00	18,000.00	4,659.50	679.61	0.00	13,340.50	25.9
3020 Public utility tax	14,000.00	14,000.00	0.00	0.00	0.00	14,000.00	0.0
PROPERTY TAXES	908,835.00	908,835.00	11,362.63	1,419.49	0.00	897,472.37	1.3
Acct Class: 31 ASSESSMENTS							
3105 Street light assessments	314,600.00	314,600.00	3,961.53	494.91	0.00	310,638.47	1.3
ASSESSMENTS	314,600.00	314,600.00	3,961.53	494.91	0.00	310,638.47	1.3
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	3,000.00	3,000.00	1,458.57	0.00	0.00	1,541.43	48.6
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	1,458.57	0.00	0.00	1,541.43	48.6
Acct Class: 33 OTHER GOVERNMENT AGENCIES							
3301 State homeowner proptax relief	5,400.00	5,400.00	0.00	0.00	0.00	5,400.00	0.0
3305 County street sweep reimburse	55,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	0.00	0.00	0.00	60,400.00	0.0
Acct Class: 34 FEES AND SERVICES							
3404 Court reservations	12,500.00	12,500.00	1,614.75	536.00	0.00	10,885.25	12.9
3405 Wall Rental	500.00	500.00	120.00	120.00	0.00	380.00	24.0
3406 Ball field reservations	23,000.00	23,000.00	1,892.50	487.50	0.00	21,107.50	8.2
3410 Rossmoor building rental	16,500.00	16,500.00	449.00	215.00	0.00	16,051.00	2.7
3412 Montecito building rental	25,200.00	25,200.00	1,513.50	946.00	0.00	23,686.50	6.0
3414 Rush Park Building Rental	81,000.00	81,000.00	14,047.00	4,845.00	0.00	66,953.00	17.3
FEES AND SERVICES	158,700.00	158,700.00	19,636.75	7,149.50	0.00	139,063.25	12.4
Acct Class: 35 OTHER REVENUE							
3500 Other miscellaneous revenue	2,000.00	2,000.00	0.00	0.00	0.00	2,000.00	0.0
3502 Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
OTHER REVENUE	22,000.00	22,000.00	0.00	0.00	0.00	22,000.00	0.0
Dept: 00	1,467,535.00	1,467,535.00	36,419.48	9,063.90	0.00	1,431,115.52	2.5
Revenues	1,467,535.00	1,467,535.00	36,419.48	9,063.90	0.00	1,431,115.52	2.5
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 40 SALARIES AND BENEFITS							
4000 Board of Directors Compensatn	10,000.00	10,000.00	2,000.00	850.00	0.00	8,000.00	20.0
4001 Salaries - Full-time	200,175.00	200,175.00	32,562.59	16,702.28	0.00	167,612.41	16.3
4003 Salaries - Overtime	5,300.00	5,300.00	1,305.66	784.07	0.00	3,994.34	24.6
4007 Vehicle Allowance	450.00	450.00	18.40	0.00	0.00	431.60	4.1
4010 Workers Compensation Insurance	5,500.00	5,500.00	501.37	0.00	0.00	4,998.63	9.1
4011 Medical Insurance	44,000.00	44,000.00	7,142.64	3,571.32	0.00	36,857.36	16.2
4015 Federal Payroll Tax -FICA	17,000.00	17,000.00	2,733.64	1,397.59	0.00	14,266.36	16.1
4018 State Payroll Taxes	780.00	780.00	40.00	16.25	0.00	740.00	5.1
SALARIES AND BENEFITS	283,205.00	283,205.00	46,304.30	23,321.51	0.00	236,900.70	16.4
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	15,900.00	15,900.00	15,892.04	0.00	0.00	7.96	99.9
5004 Memberships and Dues	6,400.00	6,400.00	2,000.00	0.00	0.00	4,400.00	31.3
5006 Travel & Meetings	1,000.00	1,000.00	50.65	0.00	0.00	949.35	5.1
5007 Televised Meeting Costs	21,000.00	21,000.00	1,727.25	1,727.25	0.00	19,272.75	8.2

REVENUE/EXPENDITURE REPORT
August 2017 @ 16.67%

Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	7,200.00	7,200.00	1,328.08	0.00	0.00	5,871.92	18.4
5012 Printing	1,000.00	1,000.00	441.29	260.27	0.00	558.71	44.1
5014 Postage	1,800.00	1,800.00	0.00	0.00	0.00	1,800.00	0.0
5016 Office Supplies	7,200.00	7,200.00	978.45	962.51	0.00	6,221.55	13.6
5020 Telephone	1,950.00	1,950.00	319.58	181.63	0.00	1,630.42	16.4
5021 Computer Costs	3,700.00	3,700.00	503.10	343.16	0.00	3,196.90	13.6
5045 Miscellaneous Expenditures	6,500.00	6,500.00	2,846.29	-1,712.85	0.00	3,653.71	43.8
5046 Bank Service Charge	1,700.00	1,700.00	228.55	122.22	0.00	1,471.45	13.4
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	26,315.28	1,884.19	0.00	49,034.72	34.9
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	21,000.00	21,000.00	3,660.00	3,660.00	0.00	17,340.00	17.4
5615 Financial Audit-Consulting	10,720.00	10,720.00	0.00	0.00	0.00	10,720.00	0.0
5670 Other Professional Services	26,000.00	26,000.00	1,961.53	1,015.86	0.00	24,038.47	7.5
CONTRACT SERVICES	57,720.00	57,720.00	5,621.53	4,675.86	0.00	52,098.47	9.7
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
CAPITAL EXPENDITURES	4,000.00	4,000.00	0.00	0.00	0.00	4,000.00	0.0
ADMINISTRATION	420,275.00	420,275.00	78,241.11	29,881.56	0.00	342,033.89	18.6
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	50,500.00	50,500.00	8,383.53	4,361.68	0.00	42,116.47	16.6
4002 Salaries - Part-time	18,600.00	18,600.00	5,919.68	2,379.24	0.00	12,680.32	31.8
4003 Salaries - Overtime	5,200.00	5,200.00	936.86	296.84	0.00	4,263.14	18.0
4005 Salaries - Event Attendant	1,000.00	1,000.00	281.25	142.50	0.00	718.75	28.1
4007 Vehicle Allowance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4010 Workers Compensation Insurance	2,350.00	2,350.00	202.68	0.00	0.00	2,147.32	8.6
4011 Medical Insurance	11,270.00	11,270.00	1,815.82	907.91	0.00	9,454.18	16.1
4015 Federal Payroll Tax -FICA	5,988.00	5,988.00	1,187.06	549.12	0.00	4,800.94	19.8
4018 State Payroll Taxes	400.00	400.00	80.29	44.09	0.00	319.71	20.1
SALARIES AND BENEFITS	95,408.00	95,408.00	18,807.17	8,681.38	0.00	76,600.83	19.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	200.00	200.00	0.00	0.00	0.00	200.00	0.0
5010 Publications & Legal Notices	420.00	420.00	156.55	0.00	0.00	263.45	37.3
5012 Printing	100.00	100.00	75.65	44.62	0.00	24.35	75.7
5014 Postage	150.00	150.00	0.00	0.00	0.00	150.00	0.0
5016 Office Supplies	1,000.00	1,000.00	196.30	193.10	0.00	803.70	19.6
5017 Community Events	28,000.00	28,000.00	7,703.89	1,443.44	0.00	20,296.11	27.5
5019 Fireworks	8,700.00	8,700.00	8,700.00	8,700.00	0.00	0.00	100.0
5020 Telephone	1,900.00	1,900.00	319.58	181.63	0.00	1,580.42	16.8
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	41,220.00	41,220.00	17,151.97	10,562.79	0.00	24,068.03	41.6
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	1,000.00	1,000.00	133.75	67.96	0.00	866.25	13.4
CONTRACT SERVICES	1,000.00	1,000.00	133.75	67.96	0.00	866.25	13.4
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
RECREATION	138,628.00	138,628.00	36,092.89	19,312.13	0.00	102,535.11	26.0
Dept: 30 ROSSMOOR PARK							

REVENUE/EXPENDITURE REPORT
August 2017 @ 16.67%

Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017

Fund: 10 - GENERAL FUND

Expenditures

Dept: 30 ROSSMOOR PARK
Acct Class: 40 SALARIES AND BENEFITS

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
4001 Salaries - Full-time	38,000.00	38,000.00	6,251.24	3,257.05	0.00	31,748.76	16.5
4002 Salaries - Part-time	19,000.00	19,000.00	3,243.56	1,347.27	0.00	15,756.44	17.1
4003 Salaries - Overtime	2,500.00	2,500.00	467.84	314.57	0.00	2,032.16	18.7
4010 Workers Compensation Insurance	5,500.00	5,500.00	501.37	0.00	0.00	4,998.63	9.1
4011 Medical Insurance	13,500.00	13,500.00	2,243.06	1,121.53	0.00	11,256.94	16.6
4015 Federal Payroll Tax -FICA	4,370.00	4,370.00	761.50	375.96	0.00	3,608.50	17.4
4018 State Payroll Taxes	250.00	250.00	16.51	9.00	0.00	233.49	6.6

SALARIES AND BENEFITS

	83,120.00	83,120.00	13,485.08	6,425.38	0.00	69,634.92	16.2
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Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices	500.00	500.00	156.55	0.00	0.00	343.45	31.3
5012 Printing	50.00	50.00	37.82	22.30	0.00	12.18	75.6
5014 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5016 Office Supplies	700.00	700.00	98.14	96.54	0.00	601.86	14.0
5018 Janitorial Supplies	4,500.00	4,500.00	974.92	974.92	0.00	3,525.08	21.7
5020 Telephone	2,300.00	2,300.00	319.58	181.63	0.00	1,980.42	13.9
5022 Utilities	12,000.00	12,000.00	2,930.48	1,393.07	0.00	9,069.52	24.4
5023 Water	25,000.00	25,000.00	2,404.48	2,404.48	0.00	22,595.52	9.6
5025 SECURED PROP TAX	915.00	915.00	0.00	0.00	0.00	915.00	0.0
5030 Vehicle Maintenance	600.00	600.00	139.59	54.09	0.00	460.41	23.3
5032 Building & Grounds-Maintenance	27,000.00	27,000.00	2,580.97	1,452.76	0.00	24,419.03	9.6
5034 Alarm Systems	750.00	750.00	138.68	124.74	0.00	611.32	18.5
5045 Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0

OPERATIONS AND MAINTENANCE

	75,115.00	75,115.00	9,781.21	6,704.53	0.00	65,333.79	13.0
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Acct Class: 56 CONTRACT SERVICES

5655 Landscape Maintenance	36,000.00	36,000.00	5,522.40	2,761.20	0.00	30,477.60	15.3
5656 Tree Trimming	1,100.00	1,100.00	13.56	6.74	0.00	1,086.44	1.2
5670 Other Professional Services	1,000.00	1,000.00	117.12	58.55	0.00	882.88	11.7

CONTRACT SERVICES

	38,100.00	38,100.00	5,653.08	2,826.49	0.00	32,446.92	14.8
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ROSSMOOR PARK

	196,335.00	196,335.00	28,919.37	15,956.40	0.00	167,415.63	14.7
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Dept: 40 MONTECITO CENTER

Acct Class: 40 SALARIES AND BENEFITS

4001 Salaries - Full-time	32,520.00	32,520.00	5,167.75	2,694.23	0.00	27,352.25	15.9
4002 Salaries - Part-time	8,500.00	8,500.00	1,621.77	673.63	0.00	6,878.23	19.1
4003 Salaries - Overtime	2,150.00	2,150.00	368.70	240.25	0.00	1,781.30	17.1
4010 Workers Compensation Insurance	4,200.00	4,200.00	403.23	0.00	0.00	3,796.77	9.6
4011 Medical Insurance	11,000.00	11,000.00	1,814.38	907.19	0.00	9,185.62	16.5
4015 Federal Payroll Tax -FICA	3,000.00	3,000.00	547.05	275.71	0.00	2,452.95	18.2
4018 State Payroll Taxes	160.00	160.00	8.25	4.50	0.00	151.75	5.2

SALARIES AND BENEFITS

	61,530.00	61,530.00	9,931.13	4,795.51	0.00	51,598.87	16.1
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Acct Class: 50 OPERATIONS AND MAINTENANCE

5010 Publications & Legal Notices	400.00	400.00	156.55	0.00	0.00	243.45	39.1
5012 Printing	50.00	50.00	37.82	22.30	0.00	12.18	75.6
5014 Postage	50.00	50.00	0.00	0.00	0.00	50.00	0.0
5016 Office Supplies	700.00	700.00	98.14	96.54	0.00	601.86	14.0
5018 Janitorial Supplies	4,000.00	4,000.00	974.92	974.92	0.00	3,025.08	24.4
5020 Telephone	2,000.00	2,000.00	319.58	181.63	0.00	1,680.42	16.0
5022 Utilities	1,700.00	1,700.00	458.98	458.98	0.00	1,241.02	27.0
5023 Water	2,200.00	2,200.00	405.13	0.00	0.00	1,794.87	18.4
5025 SECURED PROP TAX	770.00	770.00	0.00	0.00	0.00	770.00	0.0
5030 Vehicle Maintenance	600.00	600.00	139.59	54.09	0.00	460.41	23.3
5032 Building & Grounds-Maintenance	3,800.00	3,800.00	384.01	177.16	0.00	3,415.99	10.1
5034 Alarm Systems	400.00	400.00	140.87	127.34	0.00	259.13	35.2

REVENUE/EXPENDITURE REPORT
August 2017 @ 16.67%

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Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017

Fund: 10 - GENERAL FUND

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
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	250.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	17,220.00	17,220.00	3,115.59	2,092.96	0.00	14,104.41	18.1
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	613.60	306.80	0.00	2,986.40	17.0
5656 Tree Trimming	1,100.00	1,100.00	13.56	6.74	0.00	1,086.44	1.2
5670 Other Professional Services	1,000.00	1,000.00	117.12	58.55	0.00	882.88	11.7
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CONTRACT SERVICES	5,700.00	5,700.00	744.28	372.09	0.00	4,955.72	13.1
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
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CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
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MONTECITO CENTER	84,950.00	84,950.00	13,791.00	7,260.56	0.00	71,159.00	16.2
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	38,000.00	38,000.00	6,251.24	3,257.05	0.00	31,748.76	16.5
4002 Salaries - Part-time	17,400.00	17,400.00	3,243.56	1,347.27	0.00	14,156.44	18.6
4003 Salaries - Overtime	2,800.00	2,800.00	467.84	314.57	0.00	2,332.16	16.7
4005 Salaries - Event Attendant	4,800.00	4,800.00	435.00	285.00	0.00	4,365.00	9.1
4010 Workers Compensation Insurance	5,500.00	5,500.00	501.37	0.00	0.00	4,998.63	9.1
4011 Medical Insurance	13,500.00	13,500.00	2,243.08	1,121.54	0.00	11,256.92	16.6
4015 Federal Payroll Tax -FICA	4,370.00	4,370.00	794.78	397.84	0.00	3,575.22	18.2
4018 State Payroll Taxes	400.00	400.00	27.40	16.14	0.00	372.60	6.9
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SALARIES AND BENEFITS	86,770.00	86,770.00	13,964.27	6,739.41	0.00	72,805.73	16.1
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	156.55	0.00	0.00	343.45	31.3
5012 Printing	50.00	50.00	37.83	22.32	0.00	12.17	75.7
5014 Postage	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5016 Office Supplies	700.00	700.00	98.14	96.54	0.00	601.86	14.0
5018 Janitorial Supplies	4,500.00	4,500.00	977.86	977.86	0.00	3,522.14	21.7
5020 Telephone	2,300.00	2,300.00	319.58	181.63	0.00	1,980.42	13.9
5022 Utilities	22,000.00	22,000.00	4,809.04	3,312.93	0.00	17,190.96	21.9
5023 Water	34,000.00	34,000.00	7,160.73	7,160.73	0.00	26,839.27	21.1
5025 SECURED PROP TAX	3,630.00	3,630.00	0.00	0.00	0.00	3,630.00	0.0
5030 Vehicle Maintenance	600.00	600.00	139.57	54.08	0.00	460.43	23.3
5032 Building & Grounds-Maintenance	25,000.00	25,000.00	2,773.10	1,766.83	0.00	22,226.90	11.1
5034 Alarm Systems	750.00	750.00	140.85	13.33	0.00	609.15	18.8
5045 Miscellaneous Expenditures	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	250.00	250.00	0.00	0.00	0.00	250.00	0.0
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OPERATIONS AND MAINTENANCE	94,880.00	94,880.00	16,613.25	13,586.25	0.00	78,266.75	17.5
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	5,522.40	2,761.20	0.00	30,477.60	15.3
5656 Tree Trimming	1,100.00	1,100.00	13.56	6.74	0.00	1,086.44	1.2
5670 Other Professional Services	1,000.00	1,000.00	117.12	58.55	0.00	882.88	11.7
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CONTRACT SERVICES	38,100.00	38,100.00	5,653.08	2,826.49	0.00	32,446.92	14.8
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RUSH PARK	219,750.00	219,750.00	36,230.60	23,152.15	0.00	183,519.40	16.5
Dept: 60 STREET LIGHTING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	715.00	715.00	106.52	60.54	0.00	608.48	14.9

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For the Period: 7/1/2017 to 8/31/2017		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 60 STREET LIGHTING								
OPERATIONS AND MAINTENANCE		715.00	715.00	106.52	60.54	0.00	608.48	14.9
Acct Class: 56 CONTRACT SERVICES								
5650	Lighting and Maintenance	107,000.00	107,000.00	17,041.08	8,520.54	0.00	89,958.92	15.9
CONTRACT SERVICES		107,000.00	107,000.00	17,041.08	8,520.54	0.00	89,958.92	15.9
STREET LIGHTING		107,715.00	107,715.00	17,147.60	8,581.08	0.00	90,567.40	15.9
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	650.00	650.00	91.58	45.60	0.00	558.42	14.1
OPERATIONS AND MAINTENANCE		650.00	650.00	91.58	45.60	0.00	558.42	14.1
Acct Class: 56 CONTRACT SERVICES								
5642	Street Sweeping	53,000.00	53,000.00	8,975.77	8,975.77	0.00	44,024.23	16.9
CONTRACT SERVICES		53,000.00	53,000.00	8,975.77	8,975.77	0.00	44,024.23	16.9
STREET SWEEPING		53,650.00	53,650.00	9,067.35	9,021.37	0.00	44,582.65	16.9
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002	Salaries - Part-time	21,012.00	21,012.00	3,153.75	1,707.07	0.00	17,858.25	15.0
4003	Salaries - Overtime	100.00	100.00	0.00	0.00	0.00	100.00	0.0
4007	Vehicle Allowance	750.00	750.00	137.60	107.93	0.00	612.40	18.3
4015	Federal Payroll Tax -FICA	1,525.00	1,525.00	241.28	130.60	0.00	1,283.72	15.8
4018	State Payroll Taxes	175.00	175.00	0.00	0.00	0.00	175.00	0.0
SALARIES AND BENEFITS		23,562.00	23,562.00	3,532.63	1,945.60	0.00	20,029.37	15.0
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5012	Printing	25.00	25.00	0.00	0.00	0.00	25.00	0.0
5014	Postage	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5016	Office Supplies	150.00	150.00	11.18	10.90	0.00	138.82	7.5
5020	Telephone	1,300.00	1,300.00	213.04	121.08	0.00	1,086.96	16.4
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		1,675.00	1,675.00	224.22	131.98	0.00	1,450.78	13.4
Acct Class: 56 CONTRACT SERVICES								
5656	Tree Trimming	73,000.00	73,000.00	858.61	426.93	0.00	72,141.39	1.2
5657	Tree Care/Treatments	5,000.00	5,000.00	0.00	0.00	0.00	5,000.00	0.0
5660	TREE REMOVAL	2,500.00	2,500.00	0.00	0.00	0.00	2,500.00	0.0
5670	Other Professional Services	3,000.00	3,000.00	471.46	259.00	0.00	2,528.54	15.7
CONTRACT SERVICES		83,500.00	83,500.00	1,330.07	685.93	0.00	82,169.93	1.6
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	25,000.00	25,000.00	-180.00	-180.00	0.00	25,180.00	-0.7
CAPITAL EXPENDITURES		25,000.00	25,000.00	-180.00	-180.00	0.00	25,180.00	-0.7
PARKWAY TREES		133,737.00	133,737.00	4,906.92	2,583.51	0.00	128,830.08	3.7
Dept: 90 MINI-PARKS AND MEDIANS								

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For the Period: 7/1/2017 to 8/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	685.00	685.00	115.92	60.60	0.00	569.08	16.9
4003 Salaries - Overtime	64.00	64.00	7.91	5.93	0.00	56.09	12.4
4010 Workers Compensation Insurance	300.00	300.00	23.46	0.00	0.00	276.54	7.8
4015 Federal Payroll Tax -FICA	58.00	58.00	9.44	5.07	0.00	48.56	16.3
4018 State Payroll Taxes	15.00	15.00	0.00	0.00	0.00	15.00	0.0
SALARIES AND BENEFITS							
	1,122.00	1,122.00	156.73	71.60	0.00	965.27	14.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	640.00	640.00	106.53	60.53	0.00	533.47	16.6
5022 Utilities	1,150.00	1,150.00	103.24	76.54	0.00	1,046.76	9.0
5023 Water	6,400.00	6,400.00	1,339.31	829.75	0.00	5,060.69	20.9
5032 Building & Grounds-Maintenance	800.00	800.00	0.00	0.00	0.00	800.00	0.0
5045 Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051 Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052 Minor Facility Repairs	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE							
	9,290.00	9,290.00	1,549.08	966.82	0.00	7,740.92	16.7
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	613.60	306.80	0.00	2,986.40	17.0
5656 Tree Trimming	400.00	400.00	4.51	2.25	0.00	395.49	1.1
5670 Other Professional Services	50.00	50.00	6.65	3.78	0.00	43.35	13.3
CONTRACT SERVICES							
	4,050.00	4,050.00	624.76	312.83	0.00	3,425.24	15.4
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							
	14,562.00	14,562.00	2,330.57	1,351.25	0.00	12,231.43	16.0
Expenditures							
	1,371,702.00	1,371,702.00	228,727.41	117,100.01	0.00	1,142,974.59	16.7
Net Effect for GENERAL FUND							
Change in Fund Balance:	95,833.00	95,833.00	-192,307.93	-108,036.11	0.00	288,140.93	-200.7

REVENUE/EXPENDITURE REPORT
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Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	2,172.00	0.00	0.00	377,828.00	0.6
3101 Property assessments-prior yr	3,400.00	3,400.00	331.92	217.20	0.00	3,068.08	9.8
ASSESSMENTS	383,400.00	383,400.00	2,503.92	217.20	0.00	380,896.08	0.7
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	0.00	0.00	1,057.76	1,057.76	0.00	-1,057.76	0.0
USE OF MONEY AND PROPERTY	0.00	0.00	1,057.76	1,057.76	0.00	-1,057.76	0.0
Dept: 00	383,400.00	383,400.00	3,561.68	1,274.96	0.00	379,838.32	0.9
Revenues	383,400.00	383,400.00	3,561.68	1,274.96	0.00	379,838.32	0.9
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619 Bond Trustee	3,048.00	3,048.00	3,047.50	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	260,000.00	260,000.00	280,000.00	280,000.00	0.00	-20,000.00	107.7
5801 Interest	80,600.00	80,600.00	41,385.00	41,385.00	0.00	39,215.00	51.3
DEBT SERVICE	340,600.00	340,600.00	321,385.00	321,385.00	0.00	19,215.00	94.4
RUSH PARK	363,648.00	363,648.00	324,432.50	321,385.00	0.00	39,215.50	89.2
Expenditures	363,648.00	363,648.00	324,432.50	321,385.00	0.00	39,215.50	89.2
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	19,752.00	19,752.00	-320,870.82	-320,110.04	0.00	340,622.82	-1,624.5
Change in Fund Balance:			-320,870.82				

REVENUE/EXPENDITURE REPORT

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Rossmoor Community

For the Period: 7/1/2017 to 8/31/2017	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS							
Revenues							
Dept: 00							
Acct Class: 30 PROPERTY TAXES							
2999 FY Begin Fund Balance	32,450.00	32,450.00	0.00	0.00	0.00	32,450.00	0.0
PROPERTY TAXES	32,450.00	32,450.00	0.00	0.00	0.00	32,450.00	0.0
Dept: 00	32,450.00	32,450.00	0.00	0.00	0.00	32,450.00	0.0
Revenues	32,450.00	32,450.00	0.00	0.00	0.00	32,450.00	0.0
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 60 CAPITAL EXPENDITURES							
6005 Buildings and Improvements	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
CAPITAL EXPENDITURES	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
RUSH PARK	13,000.00	13,000.00	0.00	0.00	0.00	13,000.00	0.0
Dept: 75 CAPITAL PROJECTS							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5045 Miscellaneous Expenditures	6,500.00	6,500.00	1,075.80	537.55	0.00	5,424.20	16.6
OPERATIONS AND MAINTENANCE	6,500.00	6,500.00	1,075.80	537.55	0.00	5,424.20	16.6
CAPITAL PROJECTS	6,500.00	6,500.00	1,075.80	537.55	0.00	5,424.20	16.6
Expenditures	19,500.00	19,500.00	1,075.80	537.55	0.00	18,424.20	5.5
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	12,950.00	12,950.00	-1,075.80	-537.55	0.00	14,025.80	-8.3
Change in Fund Balance:			-1,075.80				
Grand Total Net Effect:	128,535.00	128,535.00	-514,204.23	-428,658.73	0.00	642,739.23	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: October 10, 2017

To: Honorable Board of Directors

From: General Manager

Subject: DISCUSSION AND POSSIBLE ACTION RE: FEE STUDY PROGRESS AND RECOMMENDATIONS AND ADOPTION OF RESOLUTION NO 17-10-10-01 SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE 2017-2018 RCSD FEE SCHEDULE

RECOMMENDATION:

It is recommended that the Board of Directors review the Fee Schedule Summary Staff Report and approve recommendations given to the Board. These recommendations are regarding potential adjustments made to the District's current fee schedule to be put in place with the board approval. Once recommendations are approved it is further requested that the Board adopt Resolution No. 17-10-10-01 Setting the Rates, Fees and Charges for the Use of District Facilities and Adopting the 2017-2018 RCSD Fee Schedule.

BACKGROUND:

At the direction of the Board, RCSD Staff has researched and verified the current market by comparing the master fee schedules and practices of surrounding agencies with the District's fee schedule and procedures to see if there is merit to making adjustments.

Changes we would like to implement into the Fee Schedule for the picnic areas would increase the rates for the Picnic Sites from \$21 to \$25 and with the large Canopy Area increasing from \$30 to \$50.

Facilities rates would also increase a bit and are detailed in the attachment given. The increases range from \$0.50 to \$5.00 with the Montecito Center and Community Room having the largest increase in rate. Also an increase for the Auditorium deposit from \$175 to \$250 is suggested, in order to cover any possible damages done by renters and or events held.

We would also like to change the wording for the Bounce House Fee to Insurance Fee to cover other types of vendors such as food and gaming trucks that are also used by renters at the parks.

RCSD staff along with the Park and Facilities Committee has thoroughly discussed and reviewed suggestions for possible changes and have come to agree on the proposed fee changes along with rewording on forms and fee schedule. Notice of the proposed fee changes have also been published in the legal section of the local newspaper as required.

Also attached is Resolution No. 17-10-10-01 and Attachment A, recommended for your approval.

ATTACHMENTS:

1. Policy No. 6015 Establishment of Fees and Charges
2. Current Fee Schedule and Itemized Fee Schedule Changes
3. Resolution No. 17-10-10-01 Requesting Adoption of Proposed Fee Schedule and Attachment A, Proposed Fee Schedule for 2017/18.

ROSSMOOR COMMUNITY SERVICES DISTRICT

Policy

No. 6015

ESTABLISHMENT OF FEES AND CHARGES FOR USE OF DISTRICT PROPERTY

6015.00 Facility Use: A primary purpose of the District is to operate buildings and recreational facilities for the benefit of residents.

6015.10 Facility Fees And Charges: The Board shall review the schedule of facility fees and charges annually, prior to adoption of the District's Final Budget, and make changes when appropriate in order to reflect the District's actual direct and indirect costs. Fees and Charges include, but are not limited to user fees, security deposits, event attendant fees, key and alarm deposits and cleaning deposits. The General Manager shall maintain a current schedule of fees and charges and make copies available upon request. Fees and charges which are adjusted by the Board during the period of use shall be charged or refunded to the applicant on a prorated basis.

6015.11 Deposits Required: All deposits required in the Schedule of Fees and Charges shall apply to short-term users, as well as long-term and dedicated users, i.e. key deposits, cleaning deposits, etc unless exempted within the Schedule of Fees and Charges. All deposits shall be kept current during the period of use; i.e., cleaning deposits used by the District for remedial action shall be resubmitted by the renter to constitute a current full deposit.

6015.12 Clean-up Following Use: Clean up of indoor and outdoor park facilities and replacing tables and/or chairs is the responsibility of the user. Users are required to clean up park and facility used, wipe counters and equipment, clean up any spillage, bag all trash and remove all supplies not provided by the District. Users shall report any malfunctioning equipment to the District Office for repair/replacement. If cleanup is not accomplished at an acceptable standard and the use of District employees is required to meet an acceptable standard, an appropriate amount shall be withheld from the deposit at the discretion of the General Manager to cover the additional labor and material costs.

6015.13 Event Attendant Fees: The District may determine, in its sole discretion, to require that an Event Attendant be assigned to oversee the event or other use of District property. Said event Attendant shall be an employee or other agent of the District and shall oversee and otherwise monitor the activities and use of the applicable facility to determine whether the user is properly using the facility. For example, and not by way of limitation, the Event Attendant shall monitor: (a) activities, use and treatment of District property; (b) opening/unlocking and closing/locking of the facility; and (c) setting/turning off an alarm system. In the event the District requires an event Attendant, the applicable Event Attendant Fess shall be imposed pursuant to the applicable District policy. Cancellation of event less than five (5) business days prior to the event shall result in loss of Event Attendant Fees from deposit.

6015.14 Event Deposit: The District may determine, in its sole discretion, to require the payment of an Event Deposit in the amount set forth in the applicable District policy. The Event Deposit

shall be applied toward any costs and expenses incurred by the District in responding to issue/questions which arise from the activity or event and/or otherwise taking action to bring the event, use or activity into compliance with the applicable District policy. For example, and not by way of limitation, the District may incur expenses in connection with assisting, and/or performing, activities related to (a) use and treatment of District property; (b) opening/unlocking and closing/locking of the facility; and (c) setting/turning off an alarm system. If Event Attendant is not required, events with more than 100 attendees shall be required to pay the event deposit.

6015.15 Option of Event Attendant Or Event Deposit: The District may determine, in its sole discretion, to permit the user to elect to pay Event Attendant Fees for an Event Attendant or to pay the Event Deposit. The District retains the authority to determine, in its sole discretion, to require the user to pay the Event Attendant Fees or the Event Deposit. A user will not be charged both Event Attendant Fees and an Event Deposit for the same event/use.

6015.16 Return of Deposits: At the termination of the User Permit period, all applicable deposits shall be returned to the renters within a reasonable time period for processing payment and to determine if all deposit conditions have been met. The General Manager shall have the discretion to determine if all or only part of a deposit shall be returned based on his/her assessment of the condition of the building or facility at the end of the fixed period of time. See Policy No. 6010 Requests for Use of District Property, for other conditions.

6015.17 Hourly Rates: Hourly rates posted in the Schedule of Fees and Charges are for full hour usage. Any usage for less than an hour, or any usage that exceeds an hour, shall be rounded up to, and charged for, the full hour. Hourly fees apply to each hour of usage including set up and tear down time. Fees for tennis court reservations which are designated as one and one half hours are per reservation and cannot be rolled up.

6015.18 Per Diem Rates: Per diem rates are posted in the Schedule of Fees and Charges and are for full day usage such as reserving of a picnic area for the day.

6015.19 Appeal to the Board: A user who disputes the decision of the General Manager regarding the refund of deposits or calculation of fees may appeal that decision to the Board by filing a written request to the General Manager for the matter to be placed on the agenda for the next scheduled Board meeting.

6015.20 Fee Schedule: The current fee schedule is attached to and made a part of this policy.

Adopted: Resolution 99-12-8-1, December 8, 1999
Adopted: Resolution 00-12-14-01, December 14, 2000
Adopted: Policy 6015, June 10, 2003
Amended: November 8, 2005
Amended: August 12, 2008
Amended: July 10, 2012



RCSD FEE SCHEDULE 2015/2016

MISC. RENTAL FEES (per use)

Podium	\$50
Portable Screen	\$15
Risers	\$30

RUSH PARK 3001 Blume Dr., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Auditorium	\$57 hr.	\$78.00 hr.	300-600
300+ Guests	\$77 hr.	\$98.00 hr.	300-600
East Rm	\$15 hr.	\$20.50 hr.	30
Kitchen	\$42.50 hr.	\$60 hr.	N/A

FIELDS	RES	NON RES	Softball
Fields 1, 2, 3,4	\$12.00 hr.	\$18.50 hr.	Soccer

HOURLY FEES: EVENT ATTENDANT (4 hr. min.) \$20

An Event Attendant may be mandatorily assigned to oversee your event as determined by the RCSD

PICNIC SITES	RESIDENTS ONLY
Canopy A	\$30+
Site B	\$21+
Flat Rate + Permit Fee	

MINI-PARKS	RESIDENTS ONLY
Kempton Rd.	\$21+
Flat Rate + Permit Fee	

BOUNCE HOUSE FEE: \$15

WALL BANNER PERMIT FEE: \$20

ROSSMOOR PARK 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Community Rm	\$30 hr.	\$41 hr.	40-50
Kitchen	\$16.50 hr.	\$24 hr.	N/A

PICNIC AREAS	RESIDENTS ONLY
Sites A,B,C	Flat Rate: \$21 +
MINI-PARKS	RESIDENTS ONLY
Foster Road	Flat Rate: \$21 +
Flat Rate + Permit Fee	

BOUNCE HOUSE FEE: \$15

\$60 Picnic Deposit (Over 100 people)

FIELDS	RES	NON RES
Ball Fields	\$12.00hr.	\$18.50hr.
Basketball Cts.	\$12.00hr.	\$18.50 hr.
Volleyball Cts.	\$12.00hr.	\$18.50 hr.
TENNIS COURTS 1/2/3/4		
Day Rate	\$6 hr.	\$8 hr.
M-F: 5-9 pm	\$8 hr.	\$10 hr.
& Weekends	PER HR.	

Denotes Residents Only

MONTECITO CENTER 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Commy. Rms	\$26 hr.	\$35 hr.	75

REFUNDABLE DEPOSITS	
Event Deposit (over 100 people)	\$60
Picnic Deposit	\$60
Cleaning/Damage Deposit	\$175
Key/Gate Deposit	\$25
300+ Guest Deposit	\$350
Alcohol Cleaning/Damage Deposit	\$350

- Applications are processed on a first come/first served basis.
 - Setup/Takedown, within reservation timeframe, is renter's responsibility.
 - Children under 18 yrs. require adult chaperones in ratio of 1 to 10.
 - User Permits/Indemnification are mandatory for all rentals & Permits for a gathering of 50 or more people.
 - A million dollar insurance policy naming RCSD as additional insured is required for gatherings of over 150 people.
- THIS LIST IS NOT ALL INCLUSIVE

FEES		FEES (Other)	
User Permit Fee	\$20	False Alarm Fee	\$74
UP Change Fee (2 nd)	\$20	Check NSF	\$25
Special Event /Alcohol Filing Fee (*Due at time of application submission)	\$50	As per Policy 6012.73	
Appeal Fee	\$50	As per Policy 6015.15	
Alcohol Event Fee	\$150	(Contingent Upon ABC Approval)	

As determined by GM for special equipment/activity/staff callout in lieu of an Event Attendant.
11/9/2017

Applications can be found on our website: www.rossmoor-csd.org



RCSD FEE SCHEDULE

DEDICATED SPACE/NON PROFIT/FOR PROFIT RATES 2015/2016

INTERNAL USE ONLY



RUSH PARK 3001 Blume Dr., Rossmoor, CA 90720

DEDICATED SPACE

FACILITIES	FLAT RATE
East Rm. Storage	\$650
Rm by Old Sheriff's Office	\$1,500
Aud. Storage Rm. 1	\$1,500
Aud. Storage Rm. 2	\$1,500

FACILITIES	N/P	CAP
Auditorium	\$45 hr.	299
Auditorium	\$65 hr.	300+
East Rm	\$11 hr.	30

FIELDS-Hourly	N/P	Fields
Softball & Soccer	\$6 hr.	1, 2, 3, 4

DONATED SPACE

FACILITIES	RATE
N/A	\$0

DUAL PURPOSE SPACE

FACILITIES	N/P	CAP
West Rm	\$9 hr.	15

Calvary & N/P ONLY and
RCSD Dedicated Meeting Space

FIELDS: FOR PROFIT HOURLY RATES

CONTRACT	RATE
*Long Term	\$10 hr.
Short Term	\$20 hr.
<i>*Minimum of 1 year</i>	



ROSSMOOR PARK 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	N/P	CAP
Community Rm.	\$25 hr.	40-50
Kitchen	\$13 hr.	N/A

FIELDS-Hourly	N/P	Fields
Softball & Soccer	\$6 hr.	1, 2, 3
Basketball	\$8 hr.	Courts
Volleyball	\$6 hr.	Court

DONATED SPACE

FACILITIES	RATE
Sheriff's Office	\$0



MONTECITO CENTER 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	N/P	CAP
Community Rms.	\$21.50	75

DONATED SPACE

FACILITIES	RATE
Pre-School Storage Sheds	\$0
RHA Storage Shed	\$0

RESOLUTION 17-10-10-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING THE RATES, FEES AND CHARGES FOR THE USE OF DISTRICT FACILITIES AND ADOPTING THE 2017-2018 RCSD FEE SCHEDULE

WHEREAS, the Board of Directors of the Rossmoor Community Services District has heretofore established various schedules of fees for use of District facilities and property and charges incidental thereto; and

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, including Government Code section 61123, the District is authorized to adopt and implement fees and charges for District services; provided, however, that such rates, fees, and/or charges do not exceed the estimated reasonable cost of providing such services; and

WHEREAS, California Government Code Section 66018 requires notice to be published in accordance with California Government Code Section 6062a with respect to the adoption of increases in rates, fees, and charges, or the adoption of new rates, fees, and charges for which no other procedure is provided by law; and

WHEREAS, pursuant to California Government Code Section 66018, this District has conducted and concluded a duly noticed public hearing with respect to the rates, fees, and charges prior to the adoption of this Resolution; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred;

NOW, THEREFORE, BE IT RESOLVED as follows:

Section 1: This Board of Directors hereby finds and determines that based upon the data, information, analysis, oral and written documentation presented to the Board of Directors concerning the rates, fees, and charges described in Exhibit "A", the RCSD Fee Schedule 2017-2018, attached hereto and by this reference incorporated herein, the rates, fees, and charges set forth in said Exhibit "A" do not exceed the established reasonable cost of providing the service for which the rates, fees, or charges are levied.

Section 2: The rates, fees, and charges set forth in Exhibit "A", are hereby adopted and approved as the rates, fees, and charges for the services identified for each such rate, fee, and/or charge.

Section 3: Immediately upon the effective date of the rates, fees, and charges set forth in Exhibit "A", and the previously established rates, fees, and/or charges shall be, and the same are hereby superseded by the rates, fees, and charges established and said Exhibit "A".

PASSED AND ADOPTED this 10th day of October, 2017

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: _____
Michael Maynard, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District



RCSD FEE SCHEDULE 2017/2018

MISC. RENTAL FEES (per use)	
Podium	\$50
Portable Screen	\$15
Risers	\$30

RUSH PARK 3001 Blume Dr., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Auditorium	\$60 hr.	\$80 hr.	300-600
300+ Guests	\$77 hr.	\$98 hr.	300-600
East Rm	\$18 hr.	\$23 hr.	30
Kitchen	\$43 hr.	\$60 hr.	N/A

FIELDS	RES	NON RES	Softball
Fields 1, 2, 3,4	\$12.00 hr.	\$18.50 hr.	Soccer

HOURLY FEES: EVENT ATTENDANT (4 hr. min.) \$20

An Event Attendant may be mandatorily assigned to oversee your event as determined by the RCSD

PICNIC SITES	RESIDENTS ONLY
Canopy A	\$50+
Site B	\$25+
Flat Rate + Permit Fee	

MINI-PARKS	RESIDENTS ONLY
Kempton Rd.	\$25+
Flat Rate + Permit Fee	

INSURANCE FEE: \$15

WALL BANNER PERMIT FEE: \$20

ROSSMOOR PARK 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Community Rm	\$35 hr.	\$45 hr.	40-50
Kitchen	\$17 hr.	\$25 hr.	N/A

PICNIC AREAS	RESIDENTS ONLY
Sites A,B,C	Flat Rate: \$25 +
MINI-PARKS	RESIDENTS ONLY
Foster Road	Flat Rate: \$25 +
Flat Rate + Permit Fee	

INSURANCE FEE: \$15

\$60 Picnic Deposit (Over 100 people)

FIELDS	RES	NON RES
Ball Fields	\$12.00hr.	\$18.50hr.
Basketball Cts.	\$12.00hr.	\$18.50 hr.
Volleyball Cts.	\$12.00hr.	\$18.50 hr.
TENNIS COURTS 1/2/3/4		
Day Rate	\$6 hr.	\$8 hr.
M-F: 5-9 pm	\$8 hr.	\$10 hr.
& Weekends	PER HR.	

Denotes Residents Only

MONTECITO CENTER 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	RES	NON RES	CAP
Commy. Rms	\$30 hr.	\$40 hr.	75

REFUNDABLE DEPOSITS	
Event Deposit (over 100 people)	\$60
Picnic Deposit	\$60
Cleaning/Dmg Deposit	\$250-Aud Only \$175
Key/Gate Deposit	\$25
300+ Guest Deposit	\$350
Alcohol Cleaning/Damage Deposit	\$350

- Applications are processed on a first come/first served basis.
 - Setup/Takedown, within reservation timeframe, is renter's responsibility.
 - Children under 18 yrs. require adult chaperones in ratio of 1 to 10.
 - User Permits/Indemnification are mandatory for all rentals & Permits for a gathering of 50 or more people.
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- THIS LIST IS NOT ALL INCLUSIVE

FEES		FEES (Other)	
User Permit Fee	\$20	False Alarm Fee	\$74
UP Change Fee (2 nd)	\$20	Check NSF	\$25
Special Event /Alcohol Filing Fee (*Due at time of application submission)	\$50	As per Policy 6012.73	
Appeal Fee	\$50	As per Policy 6015.15	
Alcohol Event Fee	\$150	(Contingent Upon ABC Approval)	

As determined by GM for special equipment/activity/staff callout in lieu of an Event Attendant.
11/8/2017

Applications can be found on our website: www.rossmoor-csd.org



RCSD FEE SCHEDULE

DEDICATED SPACE/NON PROFIT/FOR PROFIT RATES 2017/2018

INTERNAL USE ONLY



RUSH PARK 3001 Blume Dr., Rossmoor, CA 90720

DEDICATED SPACE

FACILITIES	FLAT RATE
East Rm. Storage	\$650
Rm by Old Sheriff's Office	\$1,500
Aud. Storage Rm. 1	\$1,500
Aud. Storage Rm. 2	\$1,500

FACILITIES	N/P	CAP
Auditorium	\$45 hr.	299
Auditorium	\$65 hr.	300+
East Rm	\$11 hr.	30

FIELDS-Hourly	N/P	Fields
Softball & Soccer	\$6 hr.	1, 2, 3, 4

DONATED SPACE

FACILITIES	RATE
N/A	\$0

DUAL PURPOSE SPACE

FACILITIES	N/P	CAP
West Rm	\$9 hr.	15

Calvary & N/P ONLY and
RCSD Dedicated Meeting Space

FIELDS: FOR PROFIT HOURLY RATES

CONTRACT	RATE
*Long Term	\$10 hr.
Short Term	\$20 hr.
<i>*Minimum of 1 year</i>	



ROSSMOOR PARK 3232 Hedwig Rd., Rossmoor, CA 90720

FACILITIES	N/P	CAP
Community Rm.	\$25 hr.	40-50
Kitchen	\$13 hr.	N/A

FIELDS-Hourly	N/P	Fields
Softball & Soccer	\$6 hr.	1, 2, 3
Basketball	\$8 hr.	Courts
Volleyball	\$6 hr.	Court

DONATED SPACE

FACILITIES	RATE
Sheriff's Office	\$0



MONTECITO CENTER 12341 Montecito Rd., Rossmoor, CA 90720

FACILITIES	N/P	CAP
Community Rms.	\$21.50	75

DONATED SPACE

FACILITIES	RATE
Pre-School Storage Sheds	\$0
RHA Storage Shed	\$0

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: October 10, 2017
To: Honorable Board of Directors
From: General Manager
Subject: DISCUSSION AND POSSIBLE ACTION RE: AUTHORIZING THE DISPENSING OF ALCOHOL (BEER & WINE) AT THE 2017 ROSSMOOR WINTER FESTIVAL.

RECOMMENDATION

Approve Resolution No. 17-10-10-02 authorizing the dispensing of alcohol (*beer and wine*) at the third annual Rossmoor Winter Festival on December 8, 2017.

BACKGROUND:

Last year the RCSD Board approved the first annual Rossmoor Winter Festival and associated activities, one of which was a beer and wine garden to be organized and sponsored by the Seal Beach Lions Club, a local non-profit group. This year the Seal Beach Lion's Club is requesting to organize a beer garden at the third annual Rossmoor Winter Festival. This year also marks the 60th Anniversary of the establishment of the Rossmoor Community.

Attached is relevant information provided by the Seal Beach Lions Club regarding guidelines and security measures at the event. Should the Board approve moving ahead with the request, attached Resolution No. 17-10-10-02 must also be approved and is required for dispensing of alcohol on District property.

The attachments below, will also be submitted to the ABC if the event is approved for alcohol. The approval of the O.C. Sheriff is also required, but will not be reviewed without prior property (*District*) approval.

ATTACHMENTS:

1. District Procedures for Events Requesting the Dispensing or Consumption of Alcohol (*Beer and Wine Only*)
2. Beer and Wine Garden Information Provided by the Seal Beach Lions Club
3. Resolution No. 17-10-10-02 for consideration and approval

General Alcohol Beverage Control (ABC) License Information

Outdoor Park Requests:

Please read carefully prior to any ABC license request. If the group is unable to receive one of these items, the license will not be issued.

- The requesting group is solely responsible for receiving approval from the ABC District office located in Santa Ana. The District is not responsible for assisting applicant with forms. The following steps must be taken with the ABC prior the District issuance of a one day special license and **must be completed at least 30 days prior to scheduled event:**
 1. **ABC FORM 221**—Form 221 must be completed and can be found at <http://www.abc.ca.gov/forms/PDFSp.html>
 2. **PROOF OF NON-PROFIT STATUS**—Requesting group must show proof of non-profit status w/ a 501c() letter. Any type of non-profit will be accepted as long as the 501c() accompanies the application
 3. **FEES**—Requestor must include check or money order with the request. The fees range from \$25 to \$100 and are outlined on the application.
 4. **SHERIFF APPROVAL**—Each request must also have Sheriff approval. There is a required PD signature on the application. The Sheriffs' ABC Detective will need to sign this.
 5. **PROPERTY OWNER APPROVAL**—A letter from the District (property owner) must also accompany the application.
 6. **PARK DIAGRAM**—Map of location where alcohol is to be served including
 - a. Fencing around alcohol consumption area
 - b. How alcohol consumption is going to be controlled
 - c. Ticket sales
 - d. Include as much information here as possible in order to ease the permitting process

Depending on the scope provided, ABC may require additional information or requirements from the requesting group prior to issuance of an alcohol license.

Rossmoor Winter Festival 2017

Seal Beach Lions Club Beer & Wine Garden

	Details	Comments
Chair	Lee Lindquist leelindquist@socal.rr.com (562) 879-8052	
Co-Chair	Ryan Ziengenbusch ryanziengenbusch@gmail.com (714) 457-1081	
Date Time	Friday, December 9 th 2016 6-9:30pm	5:00pm Set Up 9:30pm Tear Down
Location	Rush Park 3021 Blume Drive Rossmoor, California 90720 (562) 430-3707	
Estimated Attendance	500	
Live Music?	No	
Parking	Rush Park Parking Lot	
Permit	Past President Mike Haley will apply to ABC	
Space	15' x 30'	

Rossmoor Winter Festival 2017

Seal Beach Lions Club Beer & Wine Garden

	Details	Comments
Tables	Rectangular	
Fencing	Chain Links	RCSD will provide tables & chairs
Tents	Two Seal Beach Lions Club Easy Up Tents	RCSD will provide posts SBLC will provide chain links
Staffing	Set Up - 6 ID Checkers & Hand Stamp - 2 Ticket Sellers – 2 (1 or 2hour shifts) Security Guards – 4 (1or 2hour shifts) Bartenders – 4 (1 or 2 hour shifts) Rovers/Backup – 2-4 Breakdown - 6	
Sale Items	Canned Beer \$5 Poured Wine \$5 Bottled Water \$1	Day of event: Beer & Wine will be in fridge to stay cool until event begins.
Property Owner	Rossmoor Community Services District www.rossmoor-csd.org 3001 Blume Drive Rossmoor, CA 90720 Office: 562.430.3707	

Rossmoor Winter Festival 2017

Bounce Houses



Photo Booth



Snow Area



Petting Zoo



Reindeer



60th Display



House Band



Tree Lighting



Choir



Stage

Vendors



Tables



Santa
Lo & Amigos
Elves



Holiday Movie



Art & Crafts

Rossmoor Community Services District



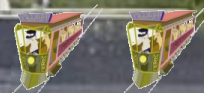
Beer Garden



Food Trucks



Trolleys



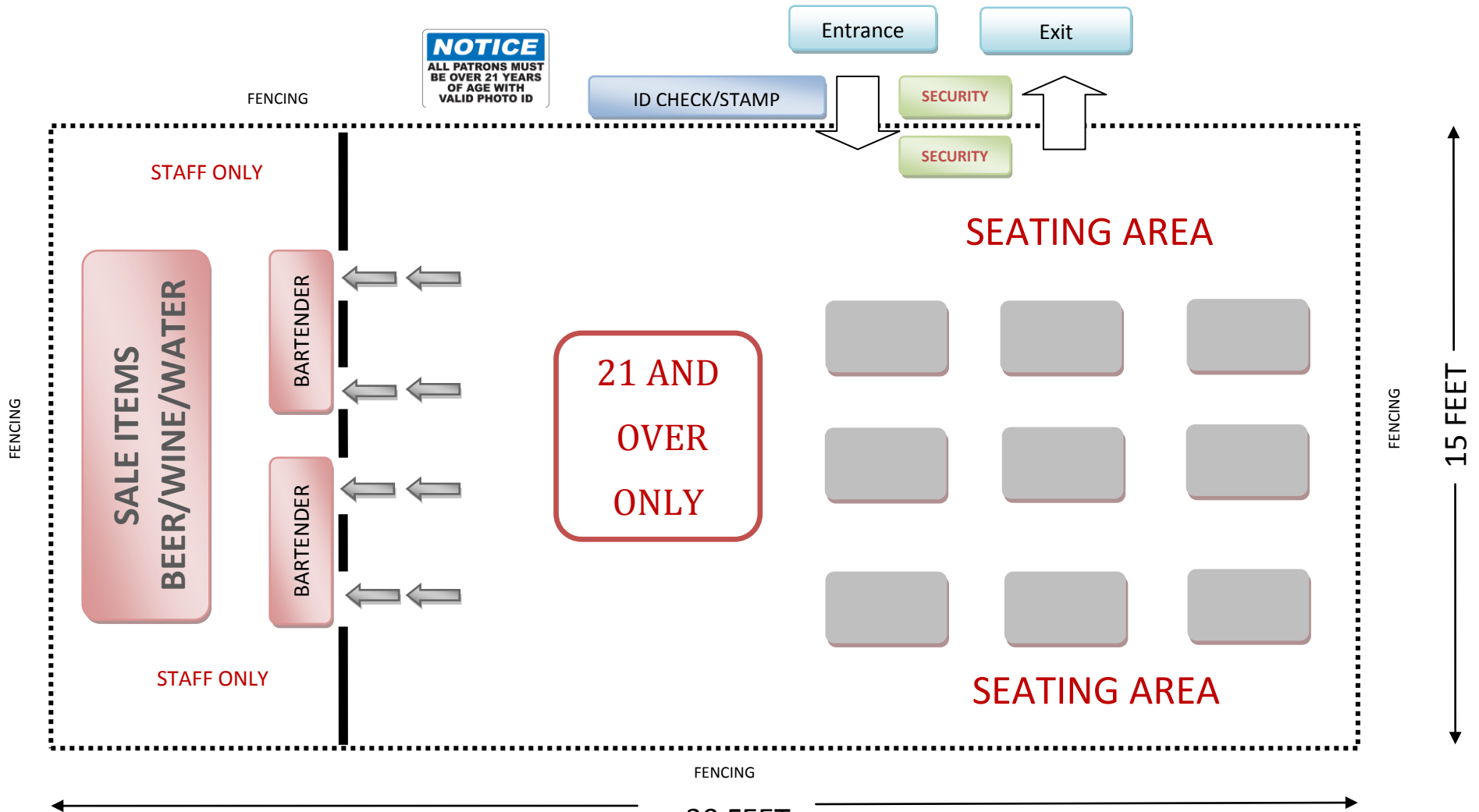
Blume Dr

Blume Dr

Blume Dr

ROSSMOOR WINTER FESTIVAL 2017

SEAL BEACH LIONS CLUB BEER & WINE GARDEN



RESOLUTION 17-10-10-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT AUTHORIZING THE DISPENSING OF ALCOHOL (BEER AND WINE) AT THE DECEMBER 8, 2017 ROSSMOOR WINTER FESTIVAL

WHEREAS, the Rossmoor Community Services District did at their meeting on February 10, 2015 approve Ordinance No. 2015-01 codifying Policy No. 6011 which permits the possession and consumption of alcohol (beer and wine) at community events with approval of the Board by resolution.

WHEREAS, the possession and consumption of alcohol at a community event requires approval by the Board by resolution for each community event.

WHEREAS, in accordance with Ordinance No. 2015-01, the Seal Beach Lions Club has requested approval for the possession and consumption of beer and wine at the third annual Rossmoor Winter Festival on December 8, 2017.

WHEREAS, the Board of Directors desires to approve this request, subject to the conditions stated herein.

NOW THEREFORE, BE IT RESOLVED by the Board of Directors of the Rossmoor Community Services District, that the possession, consumption and dispensing of beer and wine at the Rossmoor Winter Festival on December 8, 2017 is hereby authorized, provided, however, that the Seal Beach Lions Club first obtain any and all required licenses from the Alcohol Beverage Control Board and present the same to the General Manager at least 30 days prior to December 8, 2017, and thereafter comply with all applicable laws, rules, regulations, and ordinances regarding alcoholic beverages and the use of District Property, and maintain in full force and effect general liability insurance naming the District as an additional insured in an amount of not less than \$1,000,000.00.

PASSED AND ADOPTED this 10th day of October, 2017

**BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT**

By: _____
Michael Maynard, President

ATTEST:

James D. Ruth, Secretary
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: October 10, 2017
To: Honorable Board of Directors
From: General Manager
Subject: DISCUSSION AND ACTION RE: AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH ELITE SPECIAL EVENTS TO PROVIDE SERVICES AT THE 2017 ROSSMOOR WINTER FESTIVAL.

RECOMMENDATION

Authorize the General Manager to enter into a contract with Elite Special Events for provision of entertainment services at the Rossmoor Winter Festival.

BACKGROUND:

Last year the RCSD Board approved the second annual Rossmoor Winter Festival and associated activities that provided a great free community event that was enjoyed by all. To continue to make this event even more exciting, we have looked into other possible attractions to help improve on the previous years. The goal is to provide more options for the festival patrons to enjoy and to give them reasons to stay and enjoy the event even longer.

The idea of snow has always been discussed since the initial year of the event and we have looked into the possibility each year, but felt we needed to focus on continuing to make the festival a successful event before exploring opportunities to expand the event. We reached out to a couple of different vendors this year to seek quotes covering the proposed new activities. We also contacted local vendor Ted Holcomb with Elite Special Events, who provides the stage and all the attractions for the May Community Festival held here at Rush Park. Elite Special Events also provides snow at the Winter Wonderland at the Plaza in the City of Los Alamitos for the past couple of years and also for other events held throughout the area. Elite has provided a quote for providing snow at our event along with some other attractions that would definitely make it a more exciting event than years past.

With that in mind we have made some financial adjustments in other areas of the event to help try and make this idea of snow a reality. Some of the ways we are saving are by finding more free local entertainment this year, lighting for the tree will be put up early during the company's slow season, and also cutting back on other miscellaneous items. Along with making some possible cuts in order to save, we also will have a larger vendor area which can also bring in some additional revenue compared to last year. We have a comparable number of

sponsors coming back and are currently in discussions with a couple of new potential sponsors.

When comparing the actual cost of the event last year to the estimated cost of the event this year along with the addition of snow to the festival, the cost of the event would increase about \$3000 compared to last year. Attached below are actual costs from 2016 and the estimated cost of 2017 to help break down the proposed total festival costs.

Having a service contract in place with a reliable vendor would also help to secure and standardize certain elements of the Rossmoor Winter Festival, making it a more financially predictable turn-key operation allowing staff to focus on booking entertainment, event promotion and sponsorships. In order to lock in a vendor commitment for these attractions and generate the appropriate advertising and publicity, time is of the essence.

If the Board approves the staff recommendation tonight to authorize the General Manager to enter into an agreement with Elite Special Events for provision of entertainment services at the Rossmoor Winter Festival, the actual contract and appropriate insurance will be brought back to the Board for its approval at the November 14, 2017 regular board meeting.

ATTACHMENTS:

1. Rossmoor Winter Festival 2016 Actual Costs
2. Rossmoor Winter Festival 2017 Estimated Costs
3. Elite Special Events Proposal

ROSSMOOR WINTER FESTIVAL 2016 ACTUAL COSTS

ROSSMOOR WINTER FESTIVAL

Auditorium Tree Decorations	\$500
Tree Lighting	\$4,350
Audio/Speakers	\$350
Holiday Movie	\$385
Event T-Shirts (100)	\$673
Santa Hats (500)	\$500
Marketing - Banners/Flyers	\$300
Reindeer (2/3hrs)	\$2,254
Tables/Chairs (20/200)	\$400
Stage rental (16' x 20')	\$500
Table Cloths	\$150
Trolley (2/4hrs)	\$2000
Tower Lights (2)	\$250
Logo	\$175
Photo Booth	\$500
3D Glasses (300)	\$300
Neil Diamond	\$500
Dinosaurs Band	\$750
Choirs	No Cost
Santa	No Cost
Santa Chair	No Cost
Elves (2)	No Cost
Food Trucks (3)	No Cost
TOTAL COST ESTIMATE	\$14,837 - 3,875 = \$10,962 (Sponsors/Vendors)

ROSSMOOR WINTER FESTIVAL 2017

ESTIMATED COSTS

ROSSMOOR WINTER FESTIVAL

Auditorium Tree Decorations	\$500
Tree Lighting	\$3200 (October)
Audio/Speakers	\$500
Event T-Shirts (50)	\$350
Santa Hats (250)	\$250
Marketing - Banners/Flyers	\$300
Reindeers (3hrs)	\$2,254
Snow Area	\$5000
Snowman Prop	\$150
Petting Zoo (3hrs)	\$1300
Tables/Chairs (20/100)	\$400
Stage rental	\$500
Table Cloths (20)	\$150
Trolley (2/4hrs)	\$1950
Tower Lights (Qty-3)	\$440
Photo Booth	\$350
3D Glasses (100)	\$100
TOTAL COST ESTIMATE	\$17,694
	-\$3,875 2016 Sponsors & Vendors
	\$13,819



Elite Special Events, Inc





11278 Los Alamitos Blvd #101

Los Alamitos, Ca 90720

(562) 799-7737

10/3/2017

Event: Rossmoor Winter Festival 2007
 Date: Dec 8th
 Address: 3001 Blume Dr – Rossmoor
 Hours: 6-9pm

	22-Ton Snow Play Area – 3 sledding hills and kids play area. Sleds, some staff and construction included <ul style="list-style-type: none"> • Bails of straw separate • 8 volunteers needed 	\$4,950
	Life-Size Snowman in Kids Play area Families can take pictures and build small snowmen around	\$150
	25X30 Exotic Petting Zoo – includes lamas, goats, miniature pony, tortas, pigs. Tent, lights, feed staff included. (reindeer extra). \$1,000 for 2 hrs / \$1300 for 3 hours	\$1,300
	Deluxe Green Screen Photo booth. Pick customized xmas backdrop (Rossmoor Winter Fest 2017) Props and staff included	\$300
Setup/delivery fee		\$150
Total		\$6,850.00

Terms & Conditions:

- * Client agrees to pay ½ deposit at signing to reserve the rides. Balance will be due the day of the show at setup. **(Checks payable to “Elite Special Events”)**
- * Client will be responsible for security and maintenance for event
- * Client will provide minimum 8 volunteers for the snow
- * Elite will provide insurance certificate additionally naming _____

Thank you for your business!

We agree to the above terms and conditions:

RCSD Rep

Date