

# ROSSMOOR

COMMUNITY SERVICES DISTRICT



## Regular Meeting of the Board Agenda Package

**May 8, 2018**

BOARD OF DIRECTORS

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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, May 8, 2018**

**7:00 p.m.**

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

**A. ORGANIZATION**

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Casey, Kahlert, Nitikman, Maynard  
President DeMarco
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS:
  - a. OCSD Quarterly Crime Statistics

**B. ADDITIONS TO AGENDA - None**

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

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

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

**C. PUBLIC FORUM**

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

**D. REPORTS TO THE BOARD:**

1. QUARTERLY STATUS REPORT
2. QUARTERLY RECREATION REPORT
3. QUARTERLY TREE REPORT

**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 April 10, 2018—Receive and file.
  - b. Special Board Meeting of March 20, 2018—Receive and file.
2. FEBRUARY 2018 REVENUE AND EXPENDITURE REPORT—Receive and file.
3. MARCH 2018 REVENUE AND EXPENDITURE REPORT—Receive and file.

**F. PUBLIC HEARING-None**

**G. RESOLUTIONS:**

1. RESOLUTION NO. 18-05-08-01 A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT SETTING FORTH THE POSITION OF THE BOARD OF DIRECTORS ON THE I-605 KATELLA INTERCHANGE PROJECT AND COMMENTING ON THE PROPOSED MITIGATED NEGATIVE DECLARATION /ENVIRONMENTAL ASSESSMENT

**ORDINANCES-None**

**H. REGULAR CALENDAR**

1. DISCUSSION AND POSSIBLE ACTION RE: ENTERING INTO A 20 YR. CONTRACT WITH SOCAL EDISON TO UPGRADE ROSSMOOR COMMUNITY STREETLIGHTING TO LED.
2. DISCUSSION AND POSSIBLE ACTION RE: PROPOSED PROFESSIONAL SERVICES AGREEMENT FOR CUSTODIAL SERVICES AT ALL DISTRICT PARK LOCATIONS FOR EXTERIOR PARK RESTROOM FACILITIES AND TRASH REMOVAL
3. DISCUSSION AND POSSIBLE ACTION RE: BALLOT AND DECLARATION OF QUALIFICATION TO VOTE, LAFCO ALTERNATE SPECIAL DISTRICT MEMBER
4. DISCUSSION AND POSSIBLE ACTION RE: PROPOSED PROFESSIONAL SERVICES AGREEMENT WITH R.F. DICKSON FOR STREET SWEEPING SERVICES IN ROSSMOOR.

**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—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](http://www.rossmoor-csd.org).*

**CERTIFICATION OF POSTING**

I hereby certify that the attached Agenda for the May 8, 2018, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:

*Elizabeth Deering* for  
JAMES D. RUTH  
General Manager

Date 05/03/2018

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM A-4a.**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** OCSD QUARTERLY CRIME STATISTICS

**RECOMMENDATION:**

Receive presentation.

**BACKGROUND:**

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

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

**ATTACHMENTS**

1. Quarterly Crime Statistics

# ORANGE COUNTY SHERIFF'S DEPARTMENT

## Rossmoor Crime Report

### 1st Quarter

January—February—March 2018



### 2017—2018 Yearly Comparisons

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

Offense	Jan'18	Feb'18	Mar'18	Apr'18	May'18	Jun'18	Jul'18	Aug'18	Sep'18	Oct'18	Nov'18	Dec'18	Total 2018
187	0	0	0										<u>0</u>
211	0	0	0										<u>0</u>
245	0	1	0										<u>1</u>
459C	0	0	0										<u>0</u>
459R	2*	0	0										<u>2*</u>
459V	1	0	2*										<u>3*</u>
487	0	0	1										<u>1</u>
488	0	3	0										<u>3</u>
594	1	2	0										<u>3</u>
10851	0	0	1										<u>1</u>
<b>Total</b>	<u>4*</u>	<u>6</u>	<u>4*</u>										<u>14*</u>

#### Penal Code Legend

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

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

594 = Vandalism  
 487 = Grand Theft 245  
 488 = Petty Theft

\*Includes Attempts

# ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report

1st Quarter

January—February—March 2018



## *Monthly Summary of Crimes*

### January 2018

#### **Attempted residential burglary (PC 664/459R)**

1. 01/08/18: 2000 block of Bostonian Drive, suspect attempted to pry rear door open.
2. 01/16/18: 3000 block of Yellowtail, suspect cut and removed a screen from a rear window.

#### **Vehicle burglary (PC 459V)**

1. 01/29/18: 12000 Chianti Drive, I pod and baseball equipment were taken from a vehicle.

#### **Vandalism (PC 594)**

1. 01/06/18: 12000 block of Montecito, suspect poured paint onto a vehicle hood.

### February 2018

#### **Assault with a deadly weapon (PC 245):**

1. 02/21/18: 11000 block of Los Alamitos, suspect punched and kicked the victim.

#### **Petty theft (PC 488)**

1. 02/02/18: 3000 block of Salmon, a debit card and business cards were taken from an unlocked vehicle.
2. 02/04/18: 11000 block of Harrisburg, coins and jewelry were taken from an unlocked vehicle.
3. 02/27/18: 11000 block of Foster, a package was taken from the front door step.

#### **Vandalism (PC 594)**

1. 02/22/18: 12000 block of Martha Ann, suspect damaged a side gate.
2. 02/17/18: 3000 block of Woodstock, suspect sprayed a clear substance on a windshield.



# ORANGE COUNTY SHERIFF'S DEPARTMENT

Rossmoor Crime Report

1st Quarter

January—February—March 2018



## *Monthly Summary of Crimes*

### **March 2018**

#### **Vehicle burglary (PC 459V):**

1. 03/05/18: 12000 block of Foster, suspect damaged the locks on a vehicle's storage containers.
2. 03/09/18: Wembley and Peidmont, a purse which was **in plain sight** was taken from a vehicle.

#### **Grand theft (PC 487)**

1. 03/22/18: 2000 block of Woodstock, a purse, wallet, baseball equipment, cash, and vehicle key was taken from an **unlocked vehicle** parked on a residential driveway.

#### **Stolen Vehicle (VC 10851)**

1. 03/24/18: 11000 block of Harrisburg, a vehicle was taken from a residential driveway.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-1**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** QUARTERLY STATUS REPORT

**RECOMMENDATION:**

Receive and file.

**BACKGROUND:**

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

**ATTACHMENTS:**

1. Quarterly Status Report.



# QUARTERLY STATUS REPORT

## FEB-APRIL 2018



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

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

Objective 1: Meetings with County Sheriff The General Manager met with OCSD Lt. Jeff Puckett and his successor Lt. Pat Rich, as well as Supervisor Michelle Steel's Field Representative and R.F. Dickson and RCSD Board Members to discuss Rossmoor Public Safety and street sweeping enforcement issues. We are currently waiting for an operational analysis by R.F. Dickson to explore possible options for our Board and the County's staff to consider. Informal contacts by the Sheriff's Office keep us aware of any current crime issues that may be occurring in Rossmoor. We have partnered with the OCSD on crime, safety and educational programs and also held another successful Drug Take Back Day at Rush Park.

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

Objective 3: Street Lighting The General Manager met several times with the Budget Committee and Southern California Edison Company regarding their proposal to replace current technology high pressure sodium SCE owned streetlights with LED technology. The proposal is on the May 8, 2018 agenda for the full Board's consideration.

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

Objective 1: Grant Funds In order to maximize available resources in Rossmoor, staff continues to explore grant funding opportunities and is currently monitoring a proposed state park bond issue. Staff will also be monitoring the proposed infrastructure bill being considered at the federal level. Additional funding opportunities have been very limited in recent years.

Objective 2: Investments Our investment portfolio has been managed in accordance with our investment policy relative to the state of the economy. The District Reserve Fund is healthy and has

continued to grow with the economy and our frugal management of operating costs. Staff is projecting to transfer approximately \$90,000 from our approved 2017-2018 Budget into our reserves in June 2018.

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

Objective 4: User Fees The Board approved the user fees study at the September Board meeting. The new fees have now been incorporated and are being used.

Objective 5: Fiscal Status Three Budget Committee Meetings were held on February 6<sup>th</sup>, February 28<sup>th</sup> and March 20<sup>th</sup> to review the Five-Year Fiscal Plan, FY 2017-18 Mid-Year Budget Adjustments and Cash Flow issues with early payoff of the Rush Park Bond. The So Cal Edison Street Light Upgrade Contract Proposal is on the May 8, 2018 agenda for consideration by the full Board.

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

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

Objective 2: Trimming of Parkway Trees District trees are pruned on a four-year grid cycle. Rossmoor is divided into four districts, with one district being trimmed each year. The annual grid trim for District 3 began in December of 2017 and will be completed in January of 2018. Off-grid trims were completed as needed, for crown thinning and structural pruning of young trees. The District continues to coordinate safety and clearance trims with Orange County Public Works

Objective 3: Condition of Park and Parkway Trees Rossmoor trees continue to be monitored regularly for health, maintenance and safety issues. The urban forest of Rossmoor has been greatly affected by drought and disease. Mature trees that were planted when the neighborhood was built continue to decline due to age and stress from environmental and biological issues such as drought, pest and disease. The District continues to water both newly planted trees and drought stressed mature trees that are not being watered by residents, Letters are sent to residents who are in violation of District tree policy. Violations include illegal trims, removals and plantings.

Objective 4: Educating the Public on Benefits and Care of the Urban Forest Inquiries and concerns from residents are addressed by the RCSD Tree Consultant. Informational brochures and flyers continually provided to residents, realtors and contractors. New RCSD website info-graphic with infrastructure FAQs and contact information. Arboriculture related articles continue to be published in RCSD newsletter and website. Arbor Day Celebration planning under way for yearly Tree City USA qualification.

**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 Building: Some roofing repairs were done at Rossmoor park to stop several water leaks and some drainage repairs at Rush park auditorium building. Staff has been inspecting the buildings after it rains and no water leaks are found. Rush park playground roll coat maintenance was done on March 7, 2018. The purpose of the roll coat maintenance is to help prolong and protect the life span of the poured-in-place rubber material. Also, 8 yards of new washed plaster sand were added to both playgrounds at Rush Park and Rossmoor Park. Montecito Center exterior lighting was converted to LED lighting. Now with modified fixtures we should start seeing significant changes in the monthly bill.

Objective 2: Maintenance of District Properties District staff continues watering newly planted trees throughout the District once per week. Sewer line preventive maintenance was done by the District’s perspective contractor at all the facilities. The District is in compliance with the Fire Department, all the fire extinguishers and smoke alarms are up to date. Kempton Park Irrigation System: District staff planted nearly 100 plants in the park to replace the ones that didn’t make it in last year’s hot summer. This new dripping irrigation system will be efficient to water all the plants when needed. District staff is in process of installing new plant signs for at Kempton Park. Bright View pressure washed the tennis and basketball courts and Roto-Tilled the playground sand pits in both parks.

Objective 3: Maintenance Record Keeping The District renewed BrightView’s maintenance contract for three more years. Bright View’s monthly maintenance report continues to be evaluated for conformance with contract requirements.

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

Objective 5: Best Practices for Conservation of Resources BrightView 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 Recreation staff will be providing promotional materials at the Rossmoor Community Festival event in collaboration with the Rossmoor Homeowners Association. The Recreation Department is also in the process of preparing themed crafts and activities for summer special event offerings such as Movies, Concerts and Shakespeare in the Park. Planning will begin for the Rossmoor Winter Festival as well.

Objective 2: Recreation/Athletic Facilities The Rossmoor Park Community Center is currently being utilized by The Children’s Garden Preschool, Youth Center’s R.A.S.C.A.L.S. after school program,

and Los Alamitos Girls Softball League in the Snack Shack. With the increase in usage, options for better lighting to provide more safety to patrons is being researched.

Objective 3: Accessibility of Recreation/Athletic Facilities Provide high quality recreational programs and services for the community that provide fun, educational, accessible and safe environments for people of all ages and abilities.

Objective 4: User Fees-Recreation/Athletic Facilities Research for any possible available grant funding opportunities to enhance facilities and program services.

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

Objective 1: District Website/Social Media The online tennis and picnic reservation platform is being regularly utilized by patrons. Website additions include summer event promotions, I-605 Katella/Interchange Project public outreach and notifications, and co-agency event promotions and e-blasts. Website traffic continues to increase.

Objective 2: Quarterly Newsletter The latest edition of the newsletter was sent and emailed in April. The publication covered several timely and popular topics, featuring Street Sweeping, Summer Events, Arbor Day Celebration recap, etc. Articles addressed street sweeping issues and concerns, advertised Movies, Concerts and Shakespeare in the Park, Kempton Mini-Park Improvements and more. The newsletter continues to receive positive feedback and new e-subscribers. It also drives significant web traffic to the District website.

Objective 3: Community Input Several E-blasts and bulletins were sent out encouraging the public's attendance at the RCSD Board Meetings to discuss and receive input on issues of community concern. The District has also sent out partnership communications with the Orange County Sheriff's Department regarding upcoming Drug Take Back Day and others of benefit to our residents. Social Media Campaigns and post sharing have generated reciprocity as well as positive community feedback. We continue to receive inquiries and communications from the public via our website contact form.

Objective 4: Promotion of District Programs The District's newsletter, e-blasts, flyers, brochures, signs, banners, website posts, and social media continue to be successfully utilized in the promotion of District programs and events and have proven to be budget-friendly and effective. We have created attractive branding for new and existing programs. This quarter a new advertising campaign was created for Tree Consultant Mary Kingman's Arbor Day Celebration and tree planting event at Rossmoor Park. Per the Board's request, an informational street sweeping brochure was created and distributed electronically. Whenever possible, the District partners with the Rossmoor Homeowners Association and other agencies to amplify its promotional reach.

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

Objective 1: Los Alamitos School District The General Manager continues to work closely with LAUSD on matters of general interest. LAUSD Superintendent Dr. Sherry Kropp was honored at a recent RCSD Board meeting with a Proclamation of Commendation, recognizing her many accomplishments and achievements, most notably, 2018 Orange County Superintendent of the Year. The Los Alamitos Unified School District was also invited to give a school safety presentation to the Rossmoor Board and Community.

Objective 2: Neighboring Jurisdictions The General Manager continues to work closely with neighboring jurisdictions and has met with/had discussions with officials from the adjoining cities of Los Alamitos and Seal Beach on several occasions to discuss matters of general interest.

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

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

Objective 1: Community Concerns The General Manager has met with residents on various issues including parking, traffic, and street sweeping issues which did not rise to a level requiring Board action. Other, more complex requests related to the I-605/Katella Interchange Project and the Seal Beach Condominium owners parking overflow issues in Rossmoor, related to the Shops at Rossmoor in Seal Beach, and outside the RCSD's jurisdiction, were dealt with through a combination of public forum opportunities, public outreach and meetings with the appropriate community leaders.

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 and is currently under negotiation. RCSD Board President DeMarco and General Manager Jim Ruth have met with R.F. Dickson Manager, Terry Roberts, Orange County Supervisor Steel's Field Representative, Tim Whitacre and Orange County Sheriff's Department Lieutenant Pat Rich to discuss potential options to resolve recent resident complaints relative to street sweeping hours and citations after the sweeper has passed.

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

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-2**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** QUARTERLY RECREATION REPORT

**RECOMMENDATION:**

Receive report.

**BACKGROUND:**

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

**ATTACHMENTS:**

1. Quarterly Recreation Report.



# **RCSD RECREATION DEPARTMENT**

## **QUARTERLY REPORT TO THE BOARD**

### **2018**

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#### **SUMMARY**

The District's Recreation Department has had a busy start to the New Year. Both parks have been a popular choice for all ages to come and enjoy the warming weather. Rossmoor Park continues to stay busy as ever with the continued use of the community room by the two current kids programs, The Children's Garden Preschool and the Youth Centers R.A.S.C.A.L.S. after-school program. As well as other families and children enjoying themselves at the playground and picnic areas.

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

- Overseeing LAGSL's use of Rush Park for their annual Carnival and Rossmoor Park for their annual Opening Day Parade and ceremonies
- Planning with RHA and RCSD for the Rossmoor Community Festival
- Securing stage rental from Elite Special Events for the Community Festival and Concerts in the Park
- Selecting and securing movies for Movies in the Park events
- Selecting band choices for Concerts in the Park
- Scheduling Shakespeare in the Park events

Late February once again marked another Opening Day for the LAGSL spring season. Tradition continued as league participants and their parents paraded from Rossmoor School to Rossmoor Park to celebrate season commencement. League representatives as well as RCSD staff were present to monitor the event. The ceremony lasted approximately thirty minutes as teams were introduced by LAGSL President, Nani Luculescu.

District staff and RHA members have been planning and coordinating for the upcoming Rossmoor Community Festival. RCSD have applied and received the proper County of Orange permits needed through the public works and health services offices. The event will once again bring local entertainment, large vendor area, food trucks, and plenty of fun activities for families to enjoy throughout the

# RCSD RECREATION DEPARTMENT

## QUARTERLY REPORT TO THE BOARD

### 2018

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day. There will also be a car show with trophies awarded and an always fun dog show that is a treat to watch with both the owners and dogs having fun.

All summer events have now been confirmed and the Recreation Department is excited to offer a variety of no cost activities for all age ranges of the community. This year's summer events will again offer a double feature by combining both Concerts and Movies in the Park.

The June event will feature the popular fun local band **Stone Soul** followed by the fun loving *Despicable Me 3* movie. **Elm Street Band** will be back to rock the stage in July along with the showing of the award winning *Coco*. The summer series will go out with a bang with the **The Emperors** closing out the summer series events. The last movie of the summer will be a *Cars 3* to bring an end to the concert & movie summer series at Rush Park. Shakespeare by the Sea performances at Rush Park will be back once again. The District's Recreation staff will once again be coordinating with Shakespeare by the Sea for the performances of *The Merry Wives of Windsor* and *The Winter's Tale* in mid July.

As the Community Festival rapidly approaches, the Recreation Department will once again offer no cost arts and crafts to youth at the District's booth. Marketing materials will be distributed promoting Recreation activities. District staff on hand will also survey the festival patrons about current Rossmoor activities and events and what other possible future activities the community would want to see come to Rossmoor

Recreation staff is currently working on the following projects:

- Securing Sheriff presence at special events
- Coordination of upcoming events at Rush Park
- Organizing Festival booth activities for youth
- Coordination of pre-movie event offerings
- Coordinating the Youth Center's Annual Summer Day Camp Training
- Planning for Rossmoor Winter Festival

With the growing popularity of District special events, Recreation staff is coordinating Sheriff presence at all District events. Details including Sheriff duties

# RCSD RECREATION DEPARTMENT

## QUARTERLY REPORT TO THE BOARD

### 2018

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and responsibilities are still being discussed with the OCSD's safety resource liaison assigned to Rossmoor.

With the summer events just around the corner, the Recreation Department is working on planning out the free movie related arts and crafts and also for the District's booth at the upcoming community festival. Marketing materials about our summer series events will be distributed at the festival as well as at all other events.

District staff and the District's contract Tennis Professionals, Fernando Molina and Beau Berglund are looking into coordinating dates for possible tennis camps, demos, and classes offered over the hot summer months. District staff has noticed an increase in the use of the tennis courts, as the weather begins to warm up and people want a fun activity to enjoy outside.

The District's Recreation Department will soon be coordinating with staff and others for the Rossmoor Winter Festival. Another great addition to the District's fun community offerings. After completion of the May Community Festival, Recreation staff will be begin planning another winter event that can be enjoyed by all ages of the community.

Respectfully Submitted By

Chris Argueta,

RCSD Recreation Superintendent



**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM D-3**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** QUARTERLY TREE REPORT

**RECOMMENDATION:**

Receive report.

**BACKGROUND:**

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

**ATTACHMENTS:**

1. Quarterly Tree Report.

## 2017/ 2018 Tree Trimming, Planting, Removals, Failures and Service Requests

Month	Safety Trim OCPW	Small Trim WCA	Medium Trim WCA	Large Trim WCA	24" Box Plant	Sp 24" or 36" Box Plant	Small Tree Removal	Tree Failures - Weather	Tree Removals - Parkways	Tree Removals Parks	Tree Health Care	Resident Service Request
July-17				1			3					33
August-17			46	11			2		33			37
September-17												24
<b>3rd Quarter Totals</b>	<b>0</b>	<b>0</b>	<b>46</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>33</b>	<b>0</b>		<b>94</b>
October-17	26						2		29			42
November-17			20	14	6		2					45
December-17		36	246	193	46		2		19	1		30
<b>4th Quarter Totals</b>	<b>26</b>	<b>36</b>	<b>266</b>	<b>207</b>	<b>52</b>		<b>11</b>		<b>19</b>	<b>1</b>		<b>117</b>
January-18		9	233	190	49							45
February-18										13		26
March-18		1	17	42	23		1		31	1		32
<b>1st Quarter Totals</b>		<b>10</b>	<b>250</b>	<b>232</b>	<b>72</b>		<b>1</b>		<b>31</b>	<b>14</b>		<b>103</b>
April-18												
May-18												
June-18												
<b>2nd Quarter Totals</b>												
<b>FY 2016/2017 Totals</b>												

### CURRENT ACTIVITIES

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

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-1a.**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** MINUTES: REGULAR MEETING OF APRIL 10, 2018

**RECOMMENDATION:**

Approve the Minutes of the Regular Meeting of April 10, 2018 as prepared by the Board's Secretary/General Manager.

**BACKGROUND:**

The report reflects the actions of the Board at their Meeting of April 10, 2018 Meeting of the Board as recorded by the Board's Secretary/General Manager.

**ATTACHMENTS:**

1. Minutes-Regular Meeting of April 10, 2018 Prepared by the Board's Secretary/General Manager.



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

**REGULAR MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, April 10, 2018**

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**A. ORGANIZATION**

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

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

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS:**

**a. President Tony DeMarco Re: Proclamation of Commendation to LAUSD Superintendent Dr. Sherry Kropp**

President DeMarco presented LAUSD Superintendent Dr. Sherry Kropp with a Proclamation of Commendation for Educational Excellence and to celebrate her achievement as Orange County Superintendent of the Year. Photos were taken. Applause ensued.

**b. LAUSD Superintendent Dr. Sherry Kropp, Board Vice President, Diana Hill, and LAUSD Director of Safety, Chris Vlasic Re: School Safety Presentation**

LAUSD Superintendent Dr. Sherry Kropp gave a timely presentation on school safety. Board Vice President, Diana Hill and LAUSD Director of Safety, Chris Vlasic provided additional commentary. They thanked the RCSD Board for their continued cooperative relationship. The presentation was received and filed.

**c. Orange County Transit Authority (OCTA)— Chris Boucly Re: Encore Presentation on I-605 Katella Interchange Project**

OCTA Representative Chris Boucly returned for an encore presentation to provide a more comprehensive overview of the I-605 Katella Interchange Project, including three proposed design alternatives. He addressed previous questions posed by the RCSD Board and community. He announced the new Public Hearing Date which had been set for Tuesday, April 24, 2018 from 6:00 to 8:00 p.m. Lengthy discussion ensued relative to potential land acquisitions and the three

proposed project design alternatives, Class 2 and Class 3 bike lanes, noise mitigation, and community outreach and notification. President DeMarco wanted to be assured that the Rossmoor homeowners along Ruth Elaine and Martha Ann would receive adequate notification about the potential impact to their property if the alleged 13 feet of land was acquired along the block wall to expand the freeway off ramp. Director Nitikman remarked that most of the noise analysis done was during off peak hours. He suggested OCTA walk the neighborhood during peak traffic hours. Chris Boucly responded that the OCTA would be sure to notify all residents and work with District Staff to provide information and marketing materials for online communication. The presentation was received and filed.

**B. ADDITIONS TO AGENDA—None**

**C. PUBLIC FORUM:**

Bob Ooten, candidate for the LAFCO Alternate Commissioner Position, reported to the Board on his qualifications and asked for their vote.

James Fisler, incumbent candidate for the LAFCO Alternate Commissioner Position, reported to the Board on his qualifications and asked for their vote.

Bev Houghton updated the Board on the Rossmoor Community Festival event. She provided an overview of the event highlights, new sponsors and new food vendors. She also provided some free yard signs for the Board members to display to help advertise the occasion.

**D. REPORTS TO THE BOARD—None**

**E. CONSENT CALENDAR:**

**DIRECTOR NITIKMAN REQUESTED THAT ITEM E-1b BE PULLED FROM THE CONSENT CALENDAR AT THIS TIME, SINCE HE WAS NOT PRESENT AT THE SPECIAL MEETING.**

**1a. MINUTES REGULAR BOARD MEETING—March 13, 2018**

Motion by Director Nitikman, seconded by Director Casey to approve Consent Calendar Item E-1a. Minutes of the Regular Board Meeting, as submitted. Motion passed 3-0.

**1b. MINUTES SPECIAL BOARD MEETING—March 20, 2018**

Consent Calendar Item E-1b Minutes of the Special Board Meeting of March 20, 2018 was postponed until the next regular meeting agenda when a quorum of the meeting's attendees was present to vote. Motion passed 3-0.

**F. PUBLIC HEARING—None**

**G. RESOLUTIONS—None**

**ORDINANCES—None**

**H. REGULAR CALENDAR:**



**1. DISCUSSION AND POSSIBLE ACTION RE: RENEWAL OF PROFESSIONAL SERVICES AGREEMENT, VIDEOGRAPHER DOUG WOOD**

Recommendation to approve extended term agreement with Mr. Doug Wood for broadcasting and production of District Board Meetings.

Discussion ensued relative to a contract assignment clause and the term of the agreement. Motion by Director Nitikman, seconded by Director Casey to approve the renewal of professional services agreement for videographer Doug Wood for the broadcasting of District Board Meetings, with the addition of the no assignment clause and edit/removal of the last paragraph by General Counsel, and change of the amount of increase requiring Board approval stated in contract as \$12,000 to 5% of contract. Motion passed 3-0.

**2. DISCUSSION AND POSSIBLE ACTION RE: RENEWAL OF PROFESSIONAL SERVICES AGREEMENT, BRIGHTVIEW LANDSCAPING SERVICES**

Recommendation to approve the Professional Services Agreement with BrightView Landscape Services, Inc. and authorize the General Manager to execute the proposed professional services agreement with BrightView Landscaping Services, and any future extensions thereto pursuant to District Policy 3050.20.

Discussion ensued relative to the General Manager’s satisfaction with the service. The General Manager stated that after meeting with BrightView and renegotiating the cost and terms he was satisfied. The janitorial services were removed from the new contract and the District was going to contract with a separate vendor for those services, reducing costs overall. He added that there was a built in escape clause. General Counsel Tarquin Preziosi suggested standardizing the District contracts to create more uniformity, creating a template and placing it on a future agenda for Board approval. Motion by Director Nitikman, seconded by Director Casey to approve a new 3 year professional services agreement for Brightview Landscaping Services (correct Section 3.1.2 Term to read 3 years instead of 2 years), with the addition of a no assignment clause by General Counsel and extraction of janitorial services—to be contracted out to another company by the District. Motion passed 3-0.

**3. DISCUSSION AND POSSIBLE ACTION RE: PROPOSED CHANGES TO PROFESSIONAL SERVICES AGREEMENTS FOR TENNIS INSTRUCTION AT ROSSMOOR PARK**

Recommendation to approve staff recommendations for proposed changes to Professional Services Agreements, for Fernando Molina and Beau Berglund, for tennis instruction at Rossmoor Park.

The General Manager reported that with the new online reservation system in place, some of the verbiage in the existing tennis instruction contracts no longer applied and needed to be modified. Staff had met with the tennis instructors and per their request agreed to adjust the cancellation window to 24 hours. A penalty clause was also added in order to deter instructors from utilizing the courts for instruction without a prior reservation.

Discussion ensued. Motion by Director Casey, seconded by Director Nitikman to approve the proposed changes to Professional Services Agreements for Tennis Instruction at Rossmoor Park. Motion passed 3-0.

**I. GENERAL MANAGER ITEMS:**

The General Manager reported that Kathy Bell was doing well after her surgery and would be back to work tomorrow. He stated that there would be two revenue and expenditure reports on next month's agenda, in addition to the Southern California Edison street light contract proposal and possibly the R.F. Dickson Street Sweeping and West Coast Arborist Contract renewals. The General Manager also reported that he and President DeMarco had met with the County Representative Tim Whitacre, Orange County Sheriff Department Lt. Pat Rich and R.F. Dickson Street Sweeping Company to discuss alternative options for street sweeping service improvements. The District addressed street sweeping concerns brought forth by residents and staff and he would keep the Board informed of progress. He also announced that the Calvary Chapel Church would be continuing with the painting of the Rush Park Auditorium interior rooms on April 27<sup>th</sup>. Staff was also working on completing the Kempton Park signage project. In conclusion, he stated that he would be taking his first vacation in 4 years to the east coast to visit Fenway Park and the 911 Memorial in New York.

**J. BOARD MEMBER ITEMS:**

Director Nitikman reminded the public to attend the I-605/Katella Interchange Project Hearing on Tuesday, April 24, 2018 from 6:00 p.m. to 8:00 p.m. Comments needed to be in before the May 8<sup>th</sup> deadline. He suggested that the RCSD Board consider scheduling a special meeting at the end of April to draft a letter of formal comments for submission to OCTA/CalTrans before the deadline. Director Nitikman stated that he had walked by Kempton Park and was pleased with the new plants and improvements. He stated that Foster Mini-Park seemed to be in need of more frequent maintenance.

Director Casey concurred with Director Nitikman's comments regarding the I-605 Katella Interchange Project Public Hearing as well as the RCSD Board submitting comments. Although the project was years away, the public was only being given a month to opine and provide input on the project. He expressed concerns about the possibility of land acquirement in some of the proposed Alternatives in order to widen the roads and its potential impact on Rossmoor homeowners. Director Casey thanked Superintendent Sherry Kropp for her timely safety presentation. He encouraged everyone to attend the Rossmoor Community Festival on Sunday, May 6, 2018. He also inquired about the status of staff research on the Highway Improvement Grant Funds.

President DeMarco thanked the staff for their hard work on the agenda and contract proposals. He stated that the I-605/Katella Interchange EIR documents were voluminous; much was demanded of the RCSD Board and they would do their best to review the material and advocate for the community (much like the RHA), however the power to encourage change lies with the people. When people show up in large numbers it makes a big difference and a 4<sup>th</sup> Alternative could be created that is better than the three being proposed by OCTA. President DeMarco wanted to be sure that the residents living along Martha Ann and Ruth Elaine would be notified about the

alleged 13 ft property takeaway, as it would seriously affect their quality of life. He encouraged residents to organize and attend the hearing on April 24<sup>th</sup> and insist on sound wall mitigation. He reported on his meeting with R.F. Dickson, County Representative Tim Whitacre, OCSD and RHA, stating that meeting went well and some main concerns were addressed, such as vehicles being ticketed after the street sweeper had already passed. The possibility of dividing the community into various zones and time intervals was also discussed, however, change would take time as there was a lot of internal bureaucracy to overcome. He encouraged residents to share their thoughts with RCSD Senior Staff rather than on social media. Finally, he reminded fellow Board Members that the Southern California Edison Street Lighting Contract would be on the next agenda. Materials would be sent to Board Members in advance as there was much to review and it was a big decision. He thanked Dr. Sherry Kropp for her leadership and school safety presentation. He expressed appreciation for all her hard work and her advocacy for RCSD. In conclusion he stated that he would be placing his Rossmoor Community Festival yard sign on his front lawn and encouraged all to attend the event on May 6, 2018.

**K. CLOSED SESSION—None**

**L. ADJOURNMENT:**

Motion by Director Nitikman, seconded by Director Casey to adjourn the regular meeting at 9:15 p.m.  
Motion passed 3-0.

**SUBMITTED BY:**

**James D. Ruth**  
**General Manager**

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-1b.**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** MINUTES: SPECIAL MEETING OF MARCH 20, 2018

**RECOMMENDATION:**

Approve the Minutes of the Special Meeting of March 20, 2018 as prepared by the Board's Secretary/General Manager.

**BACKGROUND:**

The report reflects the actions of the Board at their Special Meeting of March 20, 2018 Meeting of the Board as recorded by the Board's Secretary/General Manager.

**ATTACHMENTS:**

1. Minutes-Special Meeting of March 20, 2018 Prepared by the Board's Secretary/General Manager.



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

**SPECIAL MEETING**

RUSH PARK  
3021 Blume Drive  
Rossmoor, California

**Tuesday, March 20, 2018**

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**A. ORGANIZATION**

**1. CALL TO ORDER: 7:30 A.M.**

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

**3. PLEDGE OF ALLEGIANCE**

**4. PRESENTATIONS—None**

**B. REGULAR CALENDAR:**

**1. OC LAFCO SPECIAL DISTRICT SEAT ELECTION**

Discussion and possible action to (1) Designate a voting member (*and alternate voting member*) of the Rossmoor Community Services District Board of Directors as the District's representative to the Independent Special Districts of Orange County (ISDOC) and (2) Authorize the designated voting member to cast the District's vote as a member of the Special District Selection Committee and (3) Authorize the General Manager to submit Declaration of Qualification to Vote and Ballot to LAFCO no later than 3 pm on Monday, April 9, 2018.

The District was notified of the election process on March 13, 2018. Moreover, the deadline for acting on the 2018 Nomination Form and/or the Declaration of Qualification to Vote was established as April 9, 2018, the day before the regular board meeting on April 10, 2018. Thus, a Special Meeting was the District's only option.

The General Manager reported that with regard to nominating a candidate for the open seat, Mr. Doug Davert is a current Special District Member who is running for election. Mr. Davert has served as a strong advocate for District's on matters taken before the Commission.

Further, Director Casey has been designated by Board President DeMarco as the District's representative on the Independent Special Districts of Orange County (ISDOC) and has served in that capacity for several years. The District is a member of ISDOC, the body who votes for their representative on LAFCO's board.

Attached are the forms for the Nomination and/or Declaration of Qualification to Vote. Upon the Board's decisions, the form(s) will be submitted to LAFCO prior to the stated deadline.

President DeMarco asked General Manager Ruth to brief the committee on the qualifications and background of Candidate Doug Davert who had addressed the RCSD Board at its March 13, 2018 regular meeting seeking support to fill the upcoming vacancy on the LAFCO Board of Directors. Doug Davert's resume was reviewed by the members present who unanimously voted to support Mr. Davert for the vacant LAFCO Board position.

Director Casey was designated by Board President Tony DeMarco as the District Representative on the Independent Special Districts of Orange County (ISDOC) and is the designated voter. Staff will have appropriate voting documents signed and submitted to LAFCO.

**C. GENERAL MANAGER ITEMS—None**

**D. BOARD MEMBER ITEMS—None**

**E. ADJOURNMENT:**

Motion by Director Maynard, seconded by President DeMarco to adjourn the special meeting at 7:45 a.m. Motion passed 3-0.

**SUBMITTED BY:**

**James D. Ruth**  
**General Manager**

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-2a.**

**Date** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** REVENUE & EXPENDITURE REPORT - FEBRUARY, 2018

**RECOMMENDATION:**

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

**BACKGROUND:**

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

**ATTACHMENTS:**

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

REVENUE / EXPENDITURE SUMMARY REPORT  
 FUND 10 - GENERAL FUND  
 February 2018 @ 66.67%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
<b>Revenues</b>						
PROPERTY TAXES	908,835.00	908,835.00	580,929.38	1,779.22	327,905.62	63.9
STREET LIGHT ASSESSMENTS	314,600.00	314,600.00	203,258.84	614.53	111,341.16	64.6
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	3,190.67	0.00	-190.67	106.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	2,580.87	0.00	57,819.13	4.3
FEEES AND SERVICES	158,700.00	158,700.00	130,043.50	13,746.25	28,656.50	81.9
OTHER REVENUE	22,000.00	22,000.00	21,167.63	780.00	832.37	96.2
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
<b>Total Revenues</b>	<b>1,467,535.00</b>	<b>1,467,535.00</b>	<b>941,170.89</b>	<b>16,920.00</b>	<b>526,364.11</b>	<b>64.1</b>
<b>Expenditures</b>						
ADMINISTRATION	420,275.00	420,275.00	270,408.91	37,136.49	149,866.09	64.3
RECREATION	138,628.00	138,628.00	101,402.75	9,260.66	37,225.25	73.1
ROSSMOOR PARK	196,335.00	196,335.00	119,908.02	12,641.50	76,426.98	61.1
MONTECITO CENTER	84,950.00	84,950.00	59,042.16	6,026.14	25,907.84	69.5
RUSH PARK	219,750.00	219,750.00	141,887.44	13,947.91	77,862.56	64.6
STREET LIGHTING	107,715.00	107,715.00	64,172.97	8,775.97	43,542.03	59.6
ROSSMOOR WALL	2,100.00	2,100.00	2,098.67	0.00	1.33	99.9
STREET SWEEPING	53,650.00	53,650.00	32,602.05	4,819.72	21,047.95	60.8
PARKWAY TREES	133,737.00	133,737.00	51,788.82	1,972.02	81,948.18	38.7
MINI-PARKS, MEDIANS & TRIANGLE	14,562.00	14,562.00	11,984.09	1,506.76	2,577.91	82.3
<b>Total Expenditures</b>	<b>1,371,702.00</b>	<b>1,371,702.00</b>	<b>855,295.88</b>	<b>96,087.17</b>	<b>516,406.12</b>	<b>62.4</b>

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

**\$ 739,612.00**



REVENUE REPORT  
 FEBRUARY 2018 @ 66.67%

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Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	908,835.00	908,835.00	581,006.51	1,779.22	0.00	327,828.49	63.9
ASSESSMENTS	314,600.00	314,600.00	203,258.84	614.53	0.00	111,341.16	64.6
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	2,580.87	0.00	0.00	57,819.13	4.3
FEES AND SERVICES	158,700.00	158,700.00	130,043.50	13,746.25	0.00	28,656.50	81.9
OTHER REVENUE	22,000.00	22,000.00	21,167.63	780.00	0.00	832.37	96.2
Dept: 00	1,467,535.00	1,467,535.00	941,248.02	16,920.00	0.00	526,286.98	64.1
Revenues	1,467,535.00	1,467,535.00	941,248.02	16,920.00	0.00	526,286.98	64.1
Grand Total Net Effect:	1,467,535.00	1,467,535.00	941,248.02	16,920.00	0.00	526,286.98	

EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

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 4:08 pm

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018	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	181,668.11	24,750.63	0.00	101,536.89	64.1
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	47,684.22	8,698.33	0.00	27,665.78	63.3
CONTRACT SERVICES	57,720.00	57,720.00	39,599.39	3,687.53	0.00	18,120.61	68.6
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4
ADMINISTRATION	420,275.00	420,275.00	270,408.91	37,136.49	0.00	149,866.09	64.3
Dept: 20 RECREATION							
SALARIES AND BENEFITS	95,408.00	95,408.00	64,252.88	7,906.84	0.00	31,155.12	67.3
OPERATIONS AND MAINTENANCE	41,220.00	41,220.00	36,687.58	1,291.48	0.00	4,532.42	89.0
CONTRACT SERVICES	1,000.00	1,000.00	462.29	62.34	0.00	537.71	46.2
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	101,402.75	9,260.66	0.00	37,225.25	73.1
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS	83,120.00	83,120.00	52,969.63	6,609.19	0.00	30,150.37	63.7
OPERATIONS AND MAINTENANCE	75,115.00	75,115.00	44,035.18	3,213.59	0.00	31,079.82	58.6
CONTRACT SERVICES	38,100.00	38,100.00	22,903.21	2,818.72	0.00	15,196.79	60.1
ROSSMOOR PARK	196,335.00	196,335.00	119,908.02	12,641.50	0.00	76,426.98	61.1
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	61,530.00	61,530.00	39,433.55	4,919.71	0.00	22,096.45	64.1
OPERATIONS AND MAINTENANCE	17,220.00	17,220.00	16,340.60	742.11	0.00	879.40	94.9
CONTRACT SERVICES	5,700.00	5,700.00	3,268.01	364.32	0.00	2,431.99	57.3
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER	84,950.00	84,950.00	59,042.16	6,026.14	0.00	25,907.84	69.5
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS	86,770.00	86,770.00	54,839.24	6,972.58	0.00	31,930.76	63.2
OPERATIONS AND MAINTENANCE	94,880.00	94,880.00	64,144.99	4,156.61	0.00	30,735.01	67.6
CONTRACT SERVICES	38,100.00	38,100.00	22,903.21	2,818.72	0.00	15,196.79	60.1
RUSH PARK	219,750.00	219,750.00	141,887.44	13,947.91	0.00	77,862.56	64.6
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	715.00	715.00	542.21	113.30	0.00	172.79	75.8

EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

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 5/1/2018  
 4:08 pm

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018	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	63,630.76	8,662.67	0.00	43,369.24	59.5
STREET LIGHTING	107,715.00	107,715.00	64,172.97	8,775.97	0.00	43,542.03	59.6
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
ROSSMOOR WALL	2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	650.00	650.00	527.28	113.30	0.00	122.72	81.1
CONTRACT SERVICES	53,000.00	53,000.00	32,074.77	4,706.42	0.00	20,925.23	60.5
STREET SWEEPING	53,650.00	53,650.00	32,602.05	4,819.72	0.00	21,047.95	60.8
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	23,562.00	23,562.00	13,939.13	1,763.16	0.00	9,622.87	59.2
OPERATIONS AND MAINTENANCE	1,675.00	1,675.00	1,135.50	228.71	0.00	539.50	67.8
CONTRACT SERVICES	83,500.00	83,500.00	28,456.99	160.15	0.00	55,043.01	34.1
CAPITAL EXPENDITURES	25,000.00	25,000.00	8,257.20	-180.00	0.00	16,742.80	33.0
PARKWAY TREES	133,737.00	133,737.00	51,788.82	1,972.02	0.00	81,948.18	38.7
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	1,122.00	1,122.00	691.32	95.87	0.00	430.68	61.6
OPERATIONS AND MAINTENANCE	9,290.00	9,290.00	8,673.22	1,104.17	0.00	616.78	93.4
CONTRACT SERVICES	4,050.00	4,050.00	2,619.55	308.72	0.00	1,430.45	64.7
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	11,984.09	1,508.76	0.00	2,577.91	82.3
Expenditures	1,371,702.00	1,371,702.00	855,295.88	96,089.17	0.00	516,406.12	62.4
Grand Total Net Effect:	-1,371,702.00	-1,371,702.00	-855,295.88	-96,089.17	0.00	-516,406.12	

REVENUE/EXPENDITURE REPORT  
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Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
3000	Current Secured Property Taxes	842,400.00	842,400.00	529,135.93	0.00	0.00	313,264.07	62.8
3001	Current unsecured prop tax	26,000.00	26,000.00	23,116.74	0.00	0.00	2,883.26	88.9
3002	Prior secured property taxes	7,100.00	7,100.00	4,730.26	308.08	0.00	2,369.74	66.6
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	0.00	0.00	0.00	800.00	0.0
3010	Current supplemental assessmt	18,000.00	18,000.00	16,567.10	1,471.14	0.00	1,432.90	92.0
3020	Public utility tax	14,000.00	14,000.00	7,456.48	0.00	0.00	6,543.52	53.3
PROPERTY TAXES		908,835.00	908,835.00	581,006.51	1,779.22	0.00	327,828.49	63.9
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	314,600.00	314,600.00	203,258.84	614.53	0.00	111,341.16	64.6
ASSESSMENTS		314,600.00	314,600.00	203,258.84	614.53	0.00	111,341.16	64.6
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
USE OF MONEY AND PROPERTY		3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,400.00	5,400.00	2,580.87	0.00	0.00	2,819.13	47.8
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	2,580.87	0.00	0.00	57,819.13	4.3
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	12,500.00	12,500.00	12,725.00	1,964.75	0.00	-225.00	101.8
3405	Wall Rental	500.00	500.00	420.00	20.00	0.00	80.00	84.0
3406	Ball field reservations	23,000.00	23,000.00	20,105.50	3,139.00	0.00	2,894.50	87.4
3410	Rossmoor building rental	16,500.00	16,500.00	9,862.00	1,762.50	0.00	6,638.00	59.8
3412	Montecito building rental	25,200.00	25,200.00	24,719.50	988.00	0.00	480.50	98.1
3414	Rush Park Building Rental	81,000.00	81,000.00	62,211.50	5,872.00	0.00	18,788.50	76.8
FEES AND SERVICES		158,700.00	158,700.00	130,043.50	13,746.25	0.00	28,656.50	81.9
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	2,000.00	2,000.00	1,167.63	780.00	0.00	832.37	58.4
3502	Administrative Fee	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
OTHER REVENUE		22,000.00	22,000.00	21,167.63	780.00	0.00	832.37	96.2
Dept: 00		1,467,535.00	1,467,535.00	941,248.02	16,920.00	0.00	526,286.98	64.1
Revenues		1,467,535.00	1,467,535.00	941,248.02	16,920.00	0.00	526,286.98	64.1
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	10,000.00	10,000.00	5,800.00	1,100.00	0.00	4,200.00	58.0
4001	Salaries - Full-time	200,175.00	200,175.00	118,840.26	13,786.66	0.00	81,334.74	59.4
4002	Salaries - Part-time	0.00	0.00	7,609.67	3,429.67	0.00	-7,609.67	0.0
4003	Salaries - Overtime	5,300.00	5,300.00	4,804.26	775.34	0.00	495.74	90.6
4007	Vehicle Allowance	450.00	450.00	98.91	0.00	0.00	351.09	22.0
4010	Workers Compensation Insurance	5,500.00	5,500.00	4,873.92	420.34	0.00	626.08	88.6
4011	Medical Insurance	44,000.00	44,000.00	28,553.25	3,555.64	0.00	15,446.75	64.9
4015	Federal Payroll Tax -FICA	17,000.00	17,000.00	10,347.38	1,356.63	0.00	6,652.62	60.9
4018	State Payroll Taxes	780.00	780.00	740.46	326.35	0.00	39.54	94.9
SALARIES AND BENEFITS		283,205.00	283,205.00	181,668.11	24,750.63	0.00	101,536.89	64.1
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	5,643.99	85.00	0.00	756.01	88.2
5006	Travel & Meetings	1,000.00	1,000.00	684.69	201.15	0.00	315.31	68.5

REVENUE/EXPENDITURE REPORT  
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Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5007 Televised Meeting Costs	21,000.00	21,000.00	13,851.00	1,738.25	0.00	7,149.00	66.0
5010 Publications & Legal Notices	7,200.00	7,200.00	2,776.51	0.00	0.00	4,423.49	38.6
5012 Printing	1,000.00	1,000.00	441.29	0.00	0.00	558.71	44.1
5014 Postage	1,800.00	1,800.00	1,906.60	0.00	0.00	-106.60	105.9
5016 Office Supplies	7,200.00	7,200.00	4,864.82	2,133.44	0.00	2,335.18	67.6
5020 Telephone	1,950.00	1,950.00	1,581.89	339.91	0.00	368.11	81.1
5021 Computer Costs	3,700.00	3,700.00	2,065.84	407.73	0.00	1,634.16	55.8
5045 Miscellaneous Expenditures	6,500.00	6,500.00	-3,394.07	3,669.28	0.00	9,894.07	-52.2
5046 Bank Service Charge	1,700.00	1,700.00	1,369.62	123.57	0.00	330.38	80.6
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	47,684.22	8,698.33	0.00	27,665.78	63.3
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	21,000.00	21,000.00	14,280.00	2,180.00	0.00	6,720.00	68.0
5615 Financial Audit-Consulting (2)	10,720.00	10,720.00	11,300.00	0.00	0.00	-580.00	105.4
5670 Other Professional Services	26,000.00	26,000.00	14,019.39	1,507.53	0.00	11,980.61	53.9
CONTRACT SERVICES	57,720.00	57,720.00	39,599.39	3,687.53	0.00	18,120.61	68.6
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4
ADMINISTRATION	420,275.00	420,275.00	270,408.91	37,136.49	0.00	149,866.09	64.3
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	50,500.00	50,500.00	29,979.73	4,033.28	0.00	20,520.27	59.4
4002 Salaries - Part-time	18,600.00	18,600.00	17,312.65	1,816.27	0.00	1,287.35	93.1
4003 Salaries - Overtime	5,200.00	5,200.00	2,795.85	356.02	0.00	2,404.15	53.8
4005 Salaries - Event Attendant	1,000.00	1,000.00	521.25	0.00	0.00	478.75	52.1
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	2,174.96	169.92	0.00	175.04	92.6
4011 Medical Insurance	11,270.00	11,270.00	7,258.91	903.94	0.00	4,011.09	64.4
4015 Federal Payroll Tax -FICA	5,988.00	5,988.00	3,870.56	474.63	0.00	2,117.44	64.6
4018 State Payroll Taxes	400.00	400.00	338.97	152.78	0.00	61.03	84.7
SALARIES AND BENEFITS	95,408.00	95,408.00	64,252.88	7,906.84	0.00	31,155.12	67.3
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	200.00	200.00	166.64	0.00	0.00	33.36	83.3
5010 Publications & Legal Notices	420.00	420.00	324.21	0.00	0.00	95.79	77.2
5012 Printing (1)	100.00	100.00	328.86	0.00	0.00	-228.86	328.9
5014 Postage	150.00	150.00	82.26	0.00	0.00	67.74	54.8
5016 Office Supplies	1,000.00	1,000.00	861.21	272.74	0.00	138.79	86.1
5017 Community Events	28,000.00	28,000.00	24,597.68	678.83	0.00	3,402.32	87.8
5019 Fireworks	8,700.00	8,700.00	8,700.00	0.00	0.00	0.00	100.0
5020 Telephone	1,900.00	1,900.00	1,626.72	339.91	0.00	273.28	85.6
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	36,687.58	1,291.48	0.00	4,532.42	89.0
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	1,000.00	1,000.00	462.29	62.34	0.00	537.71	46.2
CONTRACT SERVICES	1,000.00	1,000.00	462.29	62.34	0.00	537.71	46.2
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

REVENUE/EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
RECREATION	138,628.00	138,628.00	101,402.75	9,260.66	0.00	37,225.25	73.1
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	38,000.00	38,000.00	23,246.53	2,835.89	0.00	14,753.47	61.2
4002 Salaries - Part-time	19,000.00	19,000.00	11,133.56	1,247.92	0.00	7,866.44	58.6
4003 Salaries - Overtime	2,500.00	2,500.00	1,801.83	531.81	0.00	698.17	72.1
4010 Workers Compensation Insurance	5,500.00	5,500.00	4,872.25	420.34	0.00	627.75	88.6
4011 Medical Insurance	13,500.00	13,500.00	8,966.86	1,116.63	0.00	4,533.14	66.4
4015 Federal Payroll Tax -FICA	4,370.00	4,370.00	2,765.91	352.99	0.00	1,604.09	63.3
4018 State Payroll Taxes	250.00	250.00	182.69	103.61	0.00	67.31	73.1
<b>SALARIES AND BENEFITS</b>	<b>83,120.00</b>	<b>83,120.00</b>	<b>52,969.63</b>	<b>6,609.19</b>	<b>0.00</b>	<b>30,150.37</b>	<b>63.7</b>
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	324.21	0.00	0.00	175.79	64.8
5012 Printing	50.00	50.00	167.12	129.30	0.00	-117.12	334.2
5014 Postage	50.00	50.00	28.00	0.00	0.00	22.00	56.0
5016 Office Supplies	700.00	700.00	491.95	201.03	0.00	208.05	70.3
5018 Janitorial Supplies	4,500.00	4,500.00	2,710.36	0.00	0.00	1,789.64	60.2
5020 Telephone	2,300.00	2,300.00	1,626.72	339.91	0.00	673.28	70.7
5022 Utilities	12,000.00	12,000.00	8,529.54	1,170.24	0.00	3,470.46	71.1
5023 Water	25,000.00	25,000.00	12,919.74	584.55	0.00	12,080.26	51.7
5025 SECURED PROP TAX	915.00	915.00	916.58	0.00	0.00	-1.58	100.2
5030 Vehicle Maintenance	600.00	600.00	601.75	78.48	0.00	-1.75	100.3
5032 Building & Grounds-Maintenance	27,000.00	27,000.00	15,023.21	485.06	0.00	11,976.79	55.6
5034 Alarm Systems	750.00	750.00	552.33	225.02	0.00	197.67	73.6
5045 Miscellaneous Expenditures	250.00	250.00	143.67	0.00	0.00	106.33	57.5
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
<b>OPERATIONS AND MAINTENANCE</b>	<b>75,115.00</b>	<b>75,115.00</b>	<b>44,035.18</b>	<b>3,213.59</b>	<b>0.00</b>	<b>31,079.82</b>	<b>58.6</b>
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	22,089.60	2,761.20	0.00	13,910.40	61.4
5656 Tree Trimming	1,100.00	1,100.00	416.85	0.00	0.00	683.15	37.9
5670 Other Professional Services	1,000.00	1,000.00	396.76	57.52	0.00	603.24	39.7
<b>CONTRACT SERVICES</b>	<b>38,100.00</b>	<b>38,100.00</b>	<b>22,903.21</b>	<b>2,818.72</b>	<b>0.00</b>	<b>15,196.79</b>	<b>60.1</b>
ROSSMOOR PARK	196,335.00	196,335.00	119,908.02	12,641.50	0.00	76,426.98	61.1
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	32,520.00	32,520.00	19,141.32	2,315.22	0.00	13,378.68	58.9
4002 Salaries - Part-time	8,500.00	8,500.00	5,566.83	623.98	0.00	2,933.17	65.5
4003 Salaries - Overtime	2,150.00	2,150.00	1,443.67	407.91	0.00	706.33	67.1
4010 Workers Compensation Insurance	4,200.00	4,200.00	3,901.67	338.06	0.00	298.33	92.9
4011 Medical Insurance	11,000.00	11,000.00	7,253.27	903.28	0.00	3,746.73	65.9
4015 Federal Payroll Tax -FICA	3,000.00	3,000.00	1,998.57	255.93	0.00	1,001.43	66.6
4018 State Payroll Taxes	160.00	160.00	128.22	75.33	0.00	31.78	80.1
<b>SALARIES AND BENEFITS</b>	<b>61,530.00</b>	<b>61,530.00</b>	<b>39,433.55</b>	<b>4,919.71</b>	<b>0.00</b>	<b>22,096.45</b>	<b>64.1</b>
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	400.00	400.00	324.21	0.00	0.00	75.79	81.1
5012 Printing	50.00	50.00	37.82	0.00	0.00	12.18	75.6
5014 Postage	50.00	50.00	28.00	0.00	0.00	22.00	56.0
5016 Office Supplies	700.00	700.00	491.95	201.03	0.00	208.05	70.3
5018 Janitorial Supplies	4,000.00	4,000.00	2,710.36	0.00	0.00	1,289.64	67.8
5020 Telephone	2,000.00	2,000.00	1,626.72	339.91	0.00	373.28	81.3
5022 Utilities	1,700.00	1,700.00	1,474.52	122.69	0.00	225.48	86.7
5023 Water	2,200.00	2,200.00	1,684.05	0.00	0.00	515.95	76.5
5025 SECURED PROP TAX	770.00	770.00	769.74	0.00	0.00	0.26	100.0
5030 Vehicle Maintenance	600.00	600.00	601.59	78.48	0.00	-1.59	100.3

REVENUE/EXPENDITURE REPORT  
FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018		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								
5032	Building & Grounds-Maintenance	3,800.00	3,800.00	2,713.31	0.00	0.00	1,086.69	71.4
5034	Alarm Systems	400.00	400.00	330.22	0.00	0.00	69.78	82.6
5045	Miscellaneous Expenditures (4)	50.00	50.00	3,548.11	0.00	0.00	-3,498.11	7096.2
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		17,220.00	17,220.00	16,340.60	742.11	0.00	879.40	94.9
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	2,454.40	306.80	0.00	1,145.60	68.2
5656	Tree Trimming	1,100.00	1,100.00	416.85	0.00	0.00	683.15	37.9
5670	Other Professional Services	1,000.00	1,000.00	396.76	57.52	0.00	603.24	39.7
CONTRACT SERVICES		5,700.00	5,700.00	3,268.01	364.32	0.00	2,431.99	57.3
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER		84,950.00	84,950.00	59,042.16	6,026.14	0.00	25,907.84	69.5
Dept: 50 RUSH PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	38,000.00	38,000.00	23,246.53	2,835.89	0.00	14,753.47	61.2
4002	Salaries - Part-time	17,400.00	17,400.00	11,133.56	1,247.92	0.00	6,266.44	64.0
4003	Salaries - Overtime	2,800.00	2,800.00	1,801.85	531.82	0.00	998.15	64.4
4005	Salaries - Event Attendant	4,800.00	4,800.00	1,710.00	330.00	0.00	3,090.00	35.6
4010	Workers Compensation Insurance	5,500.00	5,500.00	4,872.25	420.34	0.00	627.75	88.6
4011	Medical Insurance	13,500.00	13,500.00	8,966.94	1,116.64	0.00	4,533.06	66.4
4015	Federal Payroll Tax -FICA	4,370.00	4,370.00	2,896.04	378.04	0.00	1,473.96	66.3
4018	State Payroll Taxes	400.00	400.00	212.07	111.93	0.00	187.93	53.0
SALARIES AND BENEFITS		86,770.00	86,770.00	54,839.24	6,972.58	0.00	31,930.76	63.2
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	500.00	500.00	324.21	0.00	0.00	175.79	64.8
5012	Printing	50.00	50.00	37.83	0.00	0.00	12.17	75.7
5014	Postage	100.00	100.00	28.00	0.00	0.00	72.00	28.0
5016	Office Supplies	700.00	700.00	491.94	201.02	0.00	208.06	70.3
5018	Janitorial Supplies	4,500.00	4,500.00	2,718.49	0.00	0.00	1,781.51	60.4
5020	Telephone	2,300.00	2,300.00	1,626.72	339.91	0.00	673.28	70.7
5022	Utilities	22,000.00	22,000.00	17,116.52	1,785.84	0.00	4,883.48	77.8
5023	Water	34,000.00	34,000.00	25,170.61	778.79	0.00	8,829.39	74.0
5025	SECURED PROP TAX	3,630.00	3,630.00	3,507.82	0.00	0.00	122.18	96.6
5030	Vehicle Maintenance	600.00	600.00	602.30	78.72	0.00	-2.30	100.4
5032	Building & Grounds-Maintenance	25,000.00	25,000.00	11,819.22	858.87	0.00	13,180.78	47.3
5034	Alarm Systems	750.00	750.00	557.66	113.46	0.00	192.34	74.4
5045	Miscellaneous Expenditures	250.00	250.00	143.67	0.00	0.00	106.33	57.5
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		94,880.00	94,880.00	64,144.99	4,156.61	0.00	30,735.01	67.6
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	36,000.00	36,000.00	22,089.60	2,761.20	0.00	13,910.40	61.4
5656	Tree Trimming	1,100.00	1,100.00	416.85	0.00	0.00	683.15	37.9
5670	Other Professional Services	1,000.00	1,000.00	396.76	57.52	0.00	603.24	39.7
CONTRACT SERVICES		38,100.00	38,100.00	22,903.21	2,818.72	0.00	15,196.79	60.1
RUSH PARK		219,750.00	219,750.00	141,887.44	13,947.91	0.00	77,862.56	64.6
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								

REVENUE/EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		715.00	715.00	542.21	113.30	0.00	172.79	75.8
OPERATIONS AND MAINTENANCE								
		715.00	715.00	542.21	113.30	0.00	172.79	75.8
Acct Class: 56 CONTRACT SERVICES								
5650 Lighting and Maintenance		107,000.00	107,000.00	63,630.76	8,662.67	0.00	43,369.24	59.5
CONTRACT SERVICES								
		107,000.00	107,000.00	63,630.76	8,662.67	0.00	43,369.24	59.5
STREET LIGHTING								
		107,715.00	107,715.00	64,172.97	8,775.97	0.00	43,542.03	59.6
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	98.67	0.00	0.00	1.33	98.7
OPERATIONS AND MAINTENANCE								
		2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
ROSSMOOR WALL								
		2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		650.00	650.00	527.28	113.30	0.00	122.72	81.1
OPERATIONS AND MAINTENANCE								
		650.00	650.00	527.28	113.30	0.00	122.72	81.1
Acct Class: 56 CONTRACT SERVICES								
5642 Street Sweeping		53,000.00	53,000.00	32,074.77	4,706.42	0.00	20,925.23	60.5
CONTRACT SERVICES								
		53,000.00	53,000.00	32,074.77	4,706.42	0.00	20,925.23	60.5
STREET SWEEPING								
		53,650.00	53,650.00	32,602.05	4,819.72	0.00	21,047.95	60.8
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002 Salaries - Part-time		21,012.00	21,012.00	12,402.81	1,552.76	0.00	8,609.19	59.0
4003 Salaries - Overtime		100.00	100.00	14.47	0.00	0.00	85.53	14.5
4007 Vehicle Allowance		750.00	750.00	510.38	52.79	0.00	239.62	68.1
4015 Federal Payroll Tax -FICA		1,525.00	1,525.00	949.98	118.79	0.00	575.02	62.3
4018 State Payroll Taxes		175.00	175.00	61.49	38.82	0.00	113.51	35.1
SALARIES AND BENEFITS								
		23,562.00	23,562.00	13,939.13	1,763.16	0.00	9,622.87	59.2
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	13.54	0.00	0.00	86.46	13.5
5016 Office Supplies		150.00	150.00	37.95	2.09	0.00	112.05	25.3
5020 Telephone		1,300.00	1,300.00	1,084.01	226.62	0.00	215.99	83.4
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	1,135.50	228.71	0.00	539.50	67.8
Acct Class: 56 CONTRACT SERVICES								
5656 Tree Trimming		73,000.00	73,000.00	26,400.36	0.00	0.00	46,599.64	36.2
5657 Tree Care/Treatments		5,000.00	5,000.00	234.00	0.00	0.00	4,766.00	4.7
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	1,822.63	160.15	0.00	1,177.37	60.8
CONTRACT SERVICES								
		83,500.00	83,500.00	28,456.99	160.15	0.00	55,043.01	34.1
Acct Class: 60 CAPITAL EXPENDITURES								
6015 Trees		25,000.00	25,000.00	8,257.20	-180.00	0.00	16,742.80	33.0
CAPITAL EXPENDITURES								
		25,000.00	25,000.00	8,257.20	-180.00	0.00	16,742.80	33.0



REVENUE/EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
PARKWAY TREES	133,737.00	133,737.00	51,788.82	1,972.02	0.00	81,948.18	38.7
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	685.00	685.00	439.97	55.32	0.00	245.03	64.2
4003 Salaries - Overtime	64.00	64.00	33.84	14.08	0.00	30.16	52.9
4010 Workers Compensation Insurance	300.00	300.00	178.99	19.67	0.00	121.01	59.7
4015 Federal Payroll Tax -FICA	58.00	58.00	36.36	5.36	0.00	21.64	62.7
4018 State Payroll Taxes	15.00	15.00	2.16	1.44	0.00	12.84	14.4
SALARIES AND BENEFITS	1,122.00	1,122.00	691.32	95.87	0.00	430.68	61.6
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	640.00	640.00	542.24	113.24	0.00	97.76	84.7
5022 Utilities	1,150.00	1,150.00	528.34	81.72	0.00	621.66	45.9
5023 Water	6,400.00	6,400.00	4,980.24	592.09	0.00	1,419.76	77.8
5032 Building & Grounds-Maintenance	800.00	800.00	2,098.99	317.12	0.00	-1,298.99	262.4
5045 Miscellaneous Expenditures	100.00	100.00	523.41	0.00	0.00	-423.41	523.4
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	8,673.22	1,104.17	0.00	616.78	93.4
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	2,454.40	306.80	0.00	1,145.60	68.2
5656 Tree Trimming	400.00	400.00	138.94	0.00	0.00	261.06	34.7
5670 Other Professional Services	50.00	50.00	26.21	1.92	0.00	23.79	52.4
CONTRACT SERVICES	4,050.00	4,050.00	2,619.55	308.72	0.00	1,430.45	64.7
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	11,984.09	1,508.76	0.00	2,577.91	82.3
Expenditures	1,371,702.00	1,371,702.00	855,295.88	96,089.17	0.00	516,406.12	62.4
Net Effect for GENERAL FUND	95,833.00	95,833.00	85,952.14	-79,169.17	0.00	9,880.86	89.7
Change in Fund Balance:			85,952.14				

REVENUE/EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH								
Revenues								
Dept: 00								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	380,000.00	380,000.00	249,007.09	0.00	0.00	130,992.91	65.5
3101	Property assessments-prior yr	3,400.00	3,400.00	1,376.15	203.59	0.00	2,023.85	40.5
ASSESSMENTS		383,400.00	383,400.00	250,383.24	203.59	0.00	133,016.76	65.3
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	0.00	0.00	1,057.76	0.00	0.00	-1,057.76	0.0
USE OF MONEY AND PROPERTY		0.00	0.00	1,057.76	0.00	0.00	-1,057.76	0.0
Dept: 00		383,400.00	383,400.00	251,441.00	203.59	0.00	131,959.00	65.6
Revenues		383,400.00	383,400.00	251,441.00	203.59	0.00	131,959.00	65.6
Expenditures								
Dept: 50 RUSH PARK								
Acct Class: 56 CONTRACT SERVICES								
5617	Administrative Fees	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
5619	Bond Trustee	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	23,047.50	0.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	260,000.00	260,000.00	280,000.00	0.00	0.00	-20,000.00	107.7
5801	Interest	80,600.00	80,600.00	10,453.40	-30,931.60	0.00	70,146.60	13.0
DEBT SERVICE		340,600.00	340,600.00	290,453.40	-30,931.60	0.00	50,146.60	85.3
RUSH PARK		363,648.00	363,648.00	313,500.90	-30,931.60	0.00	50,147.10	86.2
Expenditures		363,648.00	363,648.00	313,500.90	-30,931.60	0.00	50,147.10	86.2
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		19,752.00	19,752.00	-62,059.90	31,135.19	0.00	81,811.90	-314.2
Change in Fund Balance:				-62,059.90				

REVENUE/EXPENDITURE REPORT  
 FEBRUARY 2018 @ 66.67%

Rossmoor Community

For the Period: 7/1/2017 to 2/28/2018		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	4,332.21	538.25	0.00	2,167.79	66.6
	OPERATIONS AND MAINTENANCE	6,500.00	6,500.00	4,332.21	538.25	0.00	2,167.79	66.6
	CAPITAL PROJECTS	6,500.00	6,500.00	4,332.21	538.25	0.00	2,167.79	66.6
	Expenditures	19,500.00	19,500.00	4,332.21	538.25	0.00	15,167.79	22.2
	Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	12,950.00	12,950.00	-4,332.21	-538.25	0.00	17,282.21	-33.5
	Change in Fund Balance:			-4,332.21				
	Grand Total Net Effect:	128,535.00	128,535.00	19,560.03	-48,572.23	0.00	108,974.97	

**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**FOOTNOTES - FINANCIAL REPORT**  
**FEBRUARY 2018**  
**EXPENDITURES**

<b>#1 Salaries - Full time/Part time</b> 10-10-4001, 10-10-4002	Part-time employee hired to cover full time employee medical leave of absence. Will be adjusted in 2018-2019 ETC.
<b>#2 Financial Audit</b> 10-10-5615	Contract increase. Will be adjusted in 2018-2019 ETC.
<b>#3 Printing</b> 10-20-5012	Brochure and banner printing for Winter Festival. Will be adjusted in 2018-2019 ETC.
<b>#4 Miscellaneous Expenses</b> 10-40-5045	New chairs purchased for Montecito Center. Will be adjusted in 2018-2019 ETC.
<b>#5 10-90-5032</b> Mini-Parks Maintenance	Maintenance and irrigation needed for Kempton Park upkeep. Will be adjusted in 2018-2019 ETC.
<b>#6 10-90-5045</b> Mini-Parks Miscellaneous Expenses	Plaque designed and purchased for Kempton Park. Will be adjusted in 2018-2019 ETC.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM E-2b.**

**Date** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** REVENUE & EXPENDITURE REPORT - MARCH, 2018

**RECOMMENDATION:**

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

**BACKGROUND:**

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

**ATTACHMENTS:**

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

REVENUE / EXPENDITURE SUMMARY REPORT  
 FUND 10 - GENERAL FUND  
 March 2018 @ 75%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
<b>Revenues</b>						
PROPERTY TAXES	908,835.00	908,835.00	643,316.59	62,310.08	265,518.41	70.8
STREET LIGHT ASSESSMENTS	314,600.00	314,600.00	224,947.13	21,688.29	89,652.87	71.5
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	3,190.67	0.00	-190.67	106.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	2,580.87	0.00	57,819.13	4.3
FEES AND SERVICES	158,700.00	158,700.00	140,055.25	10,011.75	18,644.75	88.3
OTHER REVENUE	22,000.00	22,000.00	22,461.96	1,294.33	-461.96	102.1
TRANSFER IN OTHER FUNDS	0.00	0.00	0.00	0.00	0.00	0.0
<b>Total Revenues</b>	<b>1,467,535.00</b>	<b>1,467,535.00</b>	<b>1,036,552.47</b>	<b>95,304.45</b>	<b>430,982.53</b>	<b>70.6</b>
<b>Expenditures</b>						
ADMINISTRATION	420,275.00	420,275.00	299,563.39	29,154.48	120,711.61	71.3
RECREATION	138,628.00	138,628.00	113,187.02	11,784.27	25,440.98	81.6
ROSSMOOR PARK	196,335.00	196,335.00	137,912.63	18,004.61	58,422.37	70.2
MONTECITO CENTER	84,950.00	84,950.00	66,605.60	7,563.44	18,344.40	78.4
RUSH PARK	219,750.00	219,750.00	163,773.41	21,885.97	55,976.59	74.5
STREET LIGHTING	107,715.00	107,715.00	72,879.24	8,706.27	34,835.76	67.7
ROSSMOOR WALL	2,100.00	2,100.00	2,098.67	0.00	1.33	99.9
STREET SWEEPING	53,650.00	53,650.00	37,150.86	4,548.81	16,499.14	69.2
PARKWAY TREES	133,737.00	133,737.00	87,364.00	35,575.18	46,373.00	65.3
MINI-PARKS, MEDIANS & TRIANGLE	14,562.00	14,562.00	13,089.10	1,105.01	1,472.90	89.9
<b>Total Expenditures</b>	<b>1,371,702.00</b>	<b>1,371,702.00</b>	<b>993,623.92</b>	<b>138,328.04</b>	<b>378,078.08</b>	<b>72.4</b>

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

**\$ 739,612.00**

REVENUE REPORT  
MARCH 2018 @ 75%

Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Revenues							
Dept: 00							
PROPERTY TAXES	908,835.00	908,835.00	643,316.59	62,310.08	0.00	265,518.41	70.8
ASSESSMENTS	314,600.00	314,600.00	224,947.13	21,688.29	0.00	89,652.87	71.5
USE OF MONEY AND PROPERTY	3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
OTHER GOVERNMENT AGENCIES	60,400.00	60,400.00	2,580.87	0.00	0.00	57,819.13	4.3
FEES AND SERVICES	158,700.00	158,700.00	140,055.25	10,011.75	0.00	18,644.75	88.3
OTHER REVENUE	22,000.00	22,000.00	22,461.96	1,294.33	0.00	-461.96	102.1
Dept: 00	1,467,535.00	1,467,535.00	1,036,552.47	95,304.45	0.00	430,982.53	70.6
Revenues	1,467,535.00	1,467,535.00	1,036,552.47	95,304.45	0.00	430,982.53	70.6
Grand Total Net Effect:	1,467,535.00	1,467,535.00	1,036,552.47	95,304.45	0.00	430,982.53	

EXPENDITURE REPORT  
MARCH 2018 @ 75%

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018

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	202,352.90	20,684.79	0.00	80,852.10	71.5
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	53,953.43	6,269.21	0.00	21,396.57	71.6
CONTRACT SERVICES	57,720.00	57,720.00	41,799.87	2,200.48	0.00	15,920.13	72.4
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4

ADMINISTRATION 420,275.00 420,275.00 299,563.39 29,154.48 0.00 120,711.61 71.3

Dept: 20 RECREATION

SALARIES AND BENEFITS	95,408.00	95,408.00	72,446.47	8,193.59	0.00	22,961.53	75.9
OPERATIONS AND MAINTENANCE	41,220.00	41,220.00	40,207.16	3,519.58	0.00	1,012.84	97.5
CONTRACT SERVICES	1,000.00	1,000.00	533.39	71.10	0.00	466.61	53.3
CAPITAL EXPENDITURES	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0

RECREATION 138,628.00 138,628.00 113,187.02 11,784.27 0.00 25,440.98 81.6

Dept: 30 ROSSMOOR PARK

SALARIES AND BENEFITS	83,120.00	83,120.00	59,808.20	6,838.57	0.00	23,311.80	72.0
OPERATIONS AND MAINTENANCE	75,115.00	75,115.00	51,940.13	7,904.95	0.00	23,174.87	69.1
CONTRACT SERVICES	38,100.00	38,100.00	26,164.30	3,261.09	0.00	11,935.70	68.7

ROSSMOOR PARK 196,335.00 196,335.00 137,912.63 18,004.61 0.00 58,422.37 70.2

Dept: 40 MONTECITO CENTER

SALARIES AND BENEFITS	61,530.00	61,530.00	44,461.98	5,028.43	0.00	17,068.02	72.3
OPERATIONS AND MAINTENANCE	17,220.00	17,220.00	18,068.92	1,728.32	0.00	-848.92	104.9
CONTRACT SERVICES	5,700.00	5,700.00	4,074.70	806.69	0.00	1,625.30	71.5
CAPITAL EXPENDITURES	500.00	500.00	0.00	0.00	0.00	500.00	0.0

MONTECITO CENTER 84,950.00 84,950.00 66,605.60 7,563.44 0.00 18,344.40 78.4

Dept: 50 RUSH PARK

SALARIES AND BENEFITS	86,770.00	86,770.00	62,355.26	7,516.02	0.00	24,414.74	71.9
OPERATIONS AND MAINTENANCE	94,880.00	94,880.00	75,253.85	11,108.86	0.00	19,626.15	79.3
CONTRACT SERVICES	38,100.00	38,100.00	26,164.30	3,261.09	0.00	11,935.70	68.7

RUSH PARK 219,750.00 219,750.00 163,773.41 21,885.97 0.00 55,976.59 74.5

Dept: 60 STREET LIGHTING

OPERATIONS AND MAINTENANCE	715.00	715.00	585.81	43.60	0.00	129.19	81.9
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EXPENDITURE REPORT  
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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018	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	72,293.43	8,662.67	0.00	34,706.57	67.6
STREET LIGHTING	107,715.00	107,715.00	72,879.24	8,706.27	0.00	34,835.76	67.7
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
ROSSMOOR WALL	2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	650.00	650.00	570.88	43.60	0.00	79.12	87.8
CONTRACT SERVICES	53,000.00	53,000.00	36,579.98	4,505.21	0.00	16,420.02	69.0
STREET SWEEPING	53,650.00	53,650.00	37,150.86	4,548.81	0.00	16,499.14	69.2
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	23,562.00	23,562.00	15,835.59	1,896.46	0.00	7,726.41	67.2
OPERATIONS AND MAINTENANCE	1,675.00	1,675.00	1,230.73	95.23	0.00	444.27	73.5
CONTRACT SERVICES	83,500.00	83,500.00	56,652.48	28,195.49	0.00	26,847.52	67.8
CAPITAL EXPENDITURES	25,000.00	25,000.00	13,645.20	5,388.00	0.00	11,354.80	54.6
PARKWAY TREES	133,737.00	133,737.00	87,364.00	35,575.18	0.00	46,373.00	65.3
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	1,122.00	1,122.00	795.83	104.51	0.00	326.17	70.9
OPERATIONS AND MAINTENANCE	9,290.00	9,290.00	9,215.51	542.29	0.00	74.49	99.2
CONTRACT SERVICES	4,050.00	4,050.00	3,077.76	458.21	0.00	972.24	76.0
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	13,089.10	1,105.01	0.00	1,472.90	89.9
Expenditures	1,371,702.00	1,371,702.00	993,623.92	138,328.04	0.00	378,078.08	72.4
Grand Total Net Effect:	-1,371,702.00	-1,371,702.00	-993,623.92	-138,328.04	0.00	-378,078.08	

REVENUE/EXPENDITURE REPORT  
MARCH 2018 @ 75%

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
3000	Current Secured Property Taxes	842,400.00	842,400.00	589,840.41	60,704.48	0.00	252,559.59	70.0
3001	Current unsecured prop tax	26,000.00	26,000.00	23,116.74	0.00	0.00	2,883.26	88.9
3002	Prior secured property taxes	7,100.00	7,100.00	4,995.65	265.39	0.00	2,104.35	70.4
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	0.00	0.00	0.00	800.00	0.0
3010	Current supplemental assessmt	18,000.00	18,000.00	17,907.31	1,340.21	0.00	92.69	99.5
3020	Public utility tax	14,000.00	14,000.00	7,456.48	0.00	0.00	6,543.52	53.3
PROPERTY TAXES		908,835.00	908,835.00	643,316.59	62,310.08	0.00	265,518.41	70.8
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	314,600.00	314,600.00	224,947.13	21,688.29	0.00	89,652.87	71.5
ASSESSMENTS		314,600.00	314,600.00	224,947.13	21,688.29	0.00	89,652.87	71.5
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
USE OF MONEY AND PROPERTY		3,000.00	3,000.00	3,190.67	0.00	0.00	-190.67	106.4
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,400.00	5,400.00	2,580.87	0.00	0.00	2,819.13	47.8
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	2,580.87	0.00	0.00	57,819.13	4.3
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	12,500.00	12,500.00	13,872.25	1,147.25	0.00	-1,372.25	111.0
3405	Wall Rental	500.00	500.00	460.00	40.00	0.00	40.00	92.0
3406	Ball field reservations	23,000.00	23,000.00	20,129.50	24.00	0.00	2,870.50	87.5
3410	Rossmoor building rental	16,500.00	16,500.00	11,974.50	2,112.50	0.00	4,525.50	72.6
3412	Montecito building rental	25,200.00	25,200.00	25,509.50	790.00	0.00	-309.50	101.2
3414	Rush Park Building Rental	81,000.00	81,000.00	68,109.50	5,898.00	0.00	12,890.50	84.1
FEES AND SERVICES		158,700.00	158,700.00	140,055.25	10,011.75	0.00	18,644.75	88.3
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	2,000.00	2,000.00	2,461.96	1,294.33	0.00	-461.96	123.1
3502	Administrative Fee	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
OTHER REVENUE		22,000.00	22,000.00	22,461.96	1,294.33	0.00	-461.96	102.1
Dept: 00		1,467,535.00	1,467,535.00	1,036,552.47	95,304.45	0.00	430,982.53	70.6
Revenues								
		1,467,535.00	1,467,535.00	1,036,552.47	95,304.45	0.00	430,982.53	70.6
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	10,000.00	10,000.00	6,200.00	400.00	0.00	3,800.00	62.0
4001	Salaries - Full-time	200,175.00	200,175.00	131,101.81	12,261.55	0.00	69,073.19	65.5
4002	Salaries - Part-time	0.00	0.00	9,994.67	2,385.00	0.00	-9,994.67	0.0
4003	Salaries - Overtime	5,300.00	5,300.00	5,137.50	333.24	0.00	162.50	96.9
4007	Vehicle Allowance	450.00	450.00	134.01	35.10	0.00	315.99	29.8
4010	Workers Compensation Insurance	5,500.00	5,500.00	5,294.26	420.34	0.00	205.74	96.3
4011	Medical Insurance	44,000.00	44,000.00	32,108.89	3,555.64	0.00	11,891.11	73.0
4015	Federal Payroll Tax -FICA	17,000.00	17,000.00	11,554.53	1,207.15	0.00	5,445.47	68.0
4018	State Payroll Taxes	780.00	780.00	827.23	86.77	0.00	-47.23	106.1
SALARIES AND BENEFITS		283,205.00	283,205.00	202,352.90	20,684.79	0.00	80,852.10	71.5
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	15,900.00	15,900.00	16,199.79	307.75	0.00	-299.79	101.9
5004	Memberships and Dues	6,400.00	6,400.00	5,643.99	0.00	0.00	756.01	88.2
5006	Travel & Meetings	1,000.00	1,000.00	684.69	0.00	0.00	315.31	68.5

REVENUE/EXPENDITURE REPORT  
MARCH 2018 @ 75%

Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5007 Televised Meeting Costs	21,000.00	21,000.00	15,578.25	1,727.25	0.00	5,421.75	74.2
5010 Publications & Legal Notices	7,200.00	7,200.00	2,776.51	0.00	0.00	4,423.49	38.6
5012 Printing	1,000.00	1,000.00	570.61	129.32	0.00	429.39	57.1
5014 Postage	1,800.00	1,800.00	1,906.60	0.00	0.00	-106.60	105.9
5016 Office Supplies	7,200.00	7,200.00	5,607.50	742.68	0.00	1,592.50	77.9
5020 Telephone	1,950.00	1,950.00	1,712.70	130.81	0.00	237.30	87.8
5021 Computer Costs	3,700.00	3,700.00	2,399.32	333.48	0.00	1,300.68	64.8
5045 Miscellaneous Expenditures	6,500.00	6,500.00	-930.61	2,463.46	0.00	7,430.61	-14.3
5046 Bank Service Charge	1,700.00	1,700.00	1,804.08	434.46	0.00	-104.08	106.1
OPERATIONS AND MAINTENANCE	75,350.00	75,350.00	53,953.43	6,269.21	0.00	21,396.57	71.6
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	21,000.00	21,000.00	15,980.00	1,700.00	0.00	5,020.00	76.1
5615 Financial Audit-Consulting (2)	10,720.00	10,720.00	11,300.00	0.00	0.00	-580.00	105.4
5670 Other Professional Services	26,000.00	26,000.00	14,519.87	500.48	0.00	11,480.13	55.8
CONTRACT SERVICES	57,720.00	57,720.00	41,799.87	2,200.48	0.00	15,920.13	72.4
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4
CAPITAL EXPENDITURES	4,000.00	4,000.00	1,457.19	0.00	0.00	2,542.81	36.4
ADMINISTRATION	420,275.00	420,275.00	299,563.39	29,154.48	0.00	120,711.61	71.3
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	50,500.00	50,500.00	34,390.44	4,410.71	0.00	16,109.56	68.1
4002 Salaries - Part-time	18,600.00	18,600.00	19,309.07	1,996.42	0.00	-709.07	103.8
4003 Salaries - Overtime	5,200.00	5,200.00	2,922.57	126.72	0.00	2,277.43	56.2
4005 Salaries - Event Attendant	1,000.00	1,000.00	521.25	0.00	0.00	478.75	52.1
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	2,344.88	169.92	0.00	5.12	99.8
4011 Medical Insurance	11,270.00	11,270.00	8,162.85	903.94	0.00	3,107.15	72.4
4015 Federal Payroll Tax -FICA	5,988.00	5,988.00	4,370.39	499.83	0.00	1,617.61	73.0
4018 State Payroll Taxes	400.00	400.00	425.02	86.05	0.00	-25.02	106.3
SALARIES AND BENEFITS	95,408.00	95,408.00	72,446.47	8,193.59	0.00	22,961.53	75.9
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	200.00	200.00	166.64	0.00	0.00	33.36	83.3
5010 Publications & Legal Notices	420.00	420.00	324.21	0.00	0.00	95.79	77.2
5012 Printing (3)	100.00	100.00	328.86	0.00	0.00	-228.86	328.9
5014 Postage	150.00	150.00	82.26	0.00	0.00	67.74	54.8
5016 Office Supplies	1,000.00	1,000.00	861.21	0.00	0.00	138.79	86.1
5017 Community Events	28,000.00	28,000.00	27,986.45	3,388.77	0.00	13.55	100.0
5019 Fireworks	8,700.00	8,700.00	8,700.00	0.00	0.00	0.00	100.0
5020 Telephone	1,900.00	1,900.00	1,757.53	130.81	0.00	142.47	92.5
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	40,207.16	3,519.58	0.00	1,012.84	97.5
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	1,000.00	1,000.00	533.39	71.10	0.00	466.61	53.3
CONTRACT SERVICES	1,000.00	1,000.00	533.39	71.10	0.00	466.61	53.3
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

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018

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

Fund: 10 - GENERAL FUND

Expenditures

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
RECREATION	138,628.00	138,628.00	113,187.02	11,784.27	0.00	25,440.98	81.6
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	38,000.00	38,000.00	26,495.03	3,248.50	0.00	11,504.97	69.7
4002 Salaries - Part-time	19,000.00	19,000.00	12,500.48	1,366.92	0.00	6,499.52	65.8
4003 Salaries - Overtime	2,500.00	2,500.00	2,074.96	273.13	0.00	425.04	83.0
4010 Workers Compensation Insurance	5,500.00	5,500.00	5,292.59	420.34	0.00	207.41	96.2
4011 Medical Insurance	13,500.00	13,500.00	10,083.49	1,116.63	0.00	3,416.51	74.7
4015 Federal Payroll Tax -FICA	4,370.00	4,370.00	3,139.90	373.99	0.00	1,230.10	71.9
4018 State Payroll Taxes	250.00	250.00	221.75	39.06	0.00	28.25	88.7
<b>SALARIES AND BENEFITS</b>	<b>83,120.00</b>	<b>83,120.00</b>	<b>59,808.20</b>	<b>6,838.57</b>	<b>0.00</b>	<b>23,311.80</b>	<b>72.0</b>
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	324.21	0.00	0.00	175.79	64.8
5012 Printing	50.00	50.00	37.82	-129.30	0.00	12.18	75.6
5014 Postage	50.00	50.00	28.00	0.00	0.00	22.00	56.0
5016 Office Supplies	700.00	700.00	557.59	65.64	0.00	142.41	79.7
5018 Janitorial Supplies	4,500.00	4,500.00	3,296.80	586.44	0.00	1,203.20	73.3
5020 Telephone	2,300.00	2,300.00	1,757.53	130.81	0.00	542.47	76.4
5022 Utilities	12,000.00	12,000.00	9,646.42	1,116.88	0.00	2,353.58	80.4
5023 Water	25,000.00	25,000.00	13,612.32	692.58	0.00	11,387.68	54.4
5025 SECURED PROP TAX	915.00	915.00	916.58	0.00	0.00	-1.58	100.2
5030 Vehicle Maintenance	600.00	600.00	660.70	58.95	0.00	-60.70	110.1
5032 Building & Grounds-Maintenance	27,000.00	27,000.00	20,393.08	5,369.87	0.00	6,606.92	75.5
5034 Alarm Systems	750.00	750.00	565.41	13.08	0.00	184.59	75.4
5045 Miscellaneous Expenditures	250.00	250.00	143.67	0.00	0.00	106.33	57.5
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
<b>OPERATIONS AND MAINTENANCE</b>	<b>75,115.00</b>	<b>75,115.00</b>	<b>51,940.13</b>	<b>7,904.95</b>	<b>0.00</b>	<b>23,174.87</b>	<b>69.1</b>
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	36,000.00	36,000.00	24,850.80	2,761.20	0.00	11,149.20	69.0
5656 Tree Trimming	1,100.00	1,100.00	857.21	440.36	0.00	242.79	77.9
5670 Other Professional Services	1,000.00	1,000.00	456.29	59.53	0.00	543.71	45.6
<b>CONTRACT SERVICES</b>	<b>38,100.00</b>	<b>38,100.00</b>	<b>26,164.30</b>	<b>3,261.09</b>	<b>0.00</b>	<b>11,935.70</b>	<b>68.7</b>
<b>ROSSMOOR PARK</b>	<b>196,335.00</b>	<b>196,335.00</b>	<b>137,912.63</b>	<b>18,004.61</b>	<b>0.00</b>	<b>58,422.37</b>	<b>70.2</b>
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	32,520.00	32,520.00	21,742.68	2,601.36	0.00	10,777.32	66.9
4002 Salaries - Part-time	8,500.00	8,500.00	6,250.30	683.47	0.00	2,249.70	73.5
4003 Salaries - Overtime	2,150.00	2,150.00	1,655.55	211.88	0.00	494.45	77.0
4010 Workers Compensation Insurance	4,200.00	4,200.00	4,239.73	338.06	0.00	-39.73	100.9
4011 Medical Insurance	11,000.00	11,000.00	8,156.55	903.28	0.00	2,843.45	74.2
4015 Federal Payroll Tax -FICA	3,000.00	3,000.00	2,266.07	267.50	0.00	733.93	75.5
4018 State Payroll Taxes	160.00	160.00	151.10	22.88	0.00	8.90	94.4
<b>SALARIES AND BENEFITS</b>	<b>61,530.00</b>	<b>61,530.00</b>	<b>44,461.98</b>	<b>5,028.43</b>	<b>0.00</b>	<b>17,068.02</b>	<b>72.3</b>
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	400.00	400.00	324.21	0.00	0.00	75.79	81.1
5012 Printing	50.00	50.00	37.82	0.00	0.00	12.18	75.6
5014 Postage	50.00	50.00	28.00	0.00	0.00	22.00	56.0
5016 Office Supplies	700.00	700.00	557.59	65.64	0.00	142.41	79.7
5018 Janitorial Supplies	4,000.00	4,000.00	3,296.80	586.44	0.00	703.20	82.4
5020 Telephone	2,000.00	2,000.00	1,757.53	130.81	0.00	242.47	87.9
5022 Utilities	1,700.00	1,700.00	1,502.27	27.75	0.00	197.73	88.4
5023 Water	2,200.00	2,200.00	1,999.25	315.20	0.00	200.75	90.9
5025 SECURED PROP TAX	770.00	770.00	769.74	0.00	0.00	0.26	100.0
5030 Vehicle Maintenance	600.00	600.00	660.54	58.95	0.00	-60.54	110.1

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018		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								
5032	Building & Grounds-Maintenance	3,800.00	3,800.00	3,244.14	530.83	0.00	555.86	85.4
5034	Alarm Systems	400.00	400.00	342.92	12.70	0.00	57.08	85.7
5045	Miscellaneous Expenditures	50.00	50.00	3,548.11	0.00	0.00	-3,498.11	7096.2
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		17,220.00	17,220.00	18,068.92	1,728.32	0.00	-848.92	104.9
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	2,761.20	306.80	0.00	838.80	76.7
5656	Tree Trimming	1,100.00	1,100.00	857.21	440.36	0.00	242.79	77.9
5670	Other Professional Services	1,000.00	1,000.00	456.29	59.53	0.00	543.71	45.6
CONTRACT SERVICES		5,700.00	5,700.00	4,074.70	806.69	0.00	1,625.30	71.5
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	500.00	500.00	0.00	0.00	0.00	500.00	0.0
CAPITAL EXPENDITURES		500.00	500.00	0.00	0.00	0.00	500.00	0.0
MONTECITO CENTER		84,950.00	84,950.00	66,605.60	7,563.44	0.00	18,344.40	78.4
Dept: 50 RUSH PARK								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	38,000.00	38,000.00	26,495.03	3,248.50	0.00	11,504.97	69.7
4002	Salaries - Part-time	17,400.00	17,400.00	12,500.48	1,366.92	0.00	4,899.52	71.8
4003	Salaries - Overtime	2,800.00	2,800.00	2,074.98	273.13	0.00	725.02	74.1
4005	Salaries - Event Attendant	4,800.00	4,800.00	2,325.00	615.00	0.00	2,475.00	48.4
4010	Workers Compensation Insurance	5,500.00	5,500.00	5,292.59	420.34	0.00	207.41	96.2
4011	Medical Insurance	13,500.00	13,500.00	10,083.58	1,116.64	0.00	3,416.42	74.7
4015	Federal Payroll Tax -FICA	4,370.00	4,370.00	3,317.03	420.99	0.00	1,052.97	75.9
4018	State Payroll Taxes	400.00	400.00	266.57	54.50	0.00	133.43	66.6
SALARIES AND BENEFITS		86,770.00	86,770.00	62,355.26	7,516.02	0.00	24,414.74	71.9
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5010	Publications & Legal Notices	500.00	500.00	324.21	0.00	0.00	175.79	64.8
5012	Printing	50.00	50.00	37.83	0.00	0.00	12.17	75.7
5014	Postage	100.00	100.00	28.00	0.00	0.00	72.00	28.0
5016	Office Supplies	700.00	700.00	600.53	108.59	0.00	99.47	85.8
5018	Janitorial Supplies	4,500.00	4,500.00	3,306.69	588.20	0.00	1,193.31	73.5
5020	Telephone	2,300.00	2,300.00	1,757.53	130.81	0.00	542.47	76.4
5022	Utilities	22,000.00	22,000.00	18,759.23	1,642.71	0.00	3,240.77	85.3
5023	Water	34,000.00	34,000.00	27,200.37	2,029.76	0.00	6,799.63	80.0
5025	SECURED PROP TAX	3,630.00	3,630.00	3,507.82	0.00	0.00	122.18	96.6
5030	Vehicle Maintenance	600.00	600.00	661.42	59.12	0.00	-61.42	110.2
5032	Building & Grounds-Maintenance	25,000.00	25,000.00	18,356.19	6,536.97	0.00	6,643.81	73.4
5034	Alarm Systems	750.00	750.00	570.36	12.70	0.00	179.64	76.0
5045	Miscellaneous Expenditures	250.00	250.00	143.67	0.00	0.00	106.33	57.5
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		94,880.00	94,880.00	75,253.85	11,108.86	0.00	19,626.15	79.3
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	36,000.00	36,000.00	24,850.80	2,761.20	0.00	11,149.20	69.0
5656	Tree Trimming	1,100.00	1,100.00	857.21	440.36	0.00	242.79	77.9
5670	Other Professional Services	1,000.00	1,000.00	456.29	59.53	0.00	543.71	45.6
CONTRACT SERVICES		38,100.00	38,100.00	26,164.30	3,261.09	0.00	11,935.70	68.7
RUSH PARK		219,750.00	219,750.00	163,773.41	21,885.97	0.00	55,976.59	74.5
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 60 STREET LIGHTING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		715.00	715.00	585.81	43.60	0.00	129.19	81.9
OPERATIONS AND MAINTENANCE		715.00	715.00	585.81	43.60	0.00	129.19	81.9
Acct Class: 56 CONTRACT SERVICES								
5650 Lighting and Maintenance		107,000.00	107,000.00	72,293.43	8,662.67	0.00	34,706.57	67.6
CONTRACT SERVICES		107,000.00	107,000.00	72,293.43	8,662.67	0.00	34,706.57	67.6
STREET LIGHTING		107,715.00	107,715.00	72,879.24	8,706.27	0.00	34,835.76	67.7
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	98.67	0.00	0.00	1.33	98.7
OPERATIONS AND MAINTENANCE		2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
ROSSMOOR WALL		2,100.00	2,100.00	2,098.67	0.00	0.00	1.33	99.9
Dept: 70 STREET SWEEPING								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020 Telephone		650.00	650.00	570.88	43.60	0.00	79.12	87.8
OPERATIONS AND MAINTENANCE		650.00	650.00	570.88	43.60	0.00	79.12	87.8
Acct Class: 56 CONTRACT SERVICES								
5642 Street Sweeping		53,000.00	53,000.00	36,579.98	4,505.21	0.00	16,420.02	69.0
CONTRACT SERVICES		53,000.00	53,000.00	36,579.98	4,505.21	0.00	16,420.02	69.0
STREET SWEEPING		53,650.00	53,650.00	37,150.86	4,548.81	0.00	16,499.14	69.2
Dept: 80 PARKWAY TREES								
Acct Class: 40 SALARIES AND BENEFITS								
4002 Salaries - Part-time		21,012.00	21,012.00	14,061.66	1,658.85	0.00	6,950.34	66.9
4003 Salaries - Overtime		100.00	100.00	14.47	0.00	0.00	85.53	14.5
4007 Vehicle Allowance		750.00	750.00	579.61	69.23	0.00	170.39	77.3
4015 Federal Payroll Tax -FICA		1,525.00	1,525.00	1,076.89	126.91	0.00	448.11	70.6
4018 State Payroll Taxes		175.00	175.00	102.96	41.47	0.00	72.04	58.8
SALARIES AND BENEFITS		23,562.00	23,562.00	15,835.59	1,896.46	0.00	7,726.41	67.2
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	13.54	0.00	0.00	86.46	13.5
5016 Office Supplies		150.00	150.00	45.97	8.02	0.00	104.03	30.6
5020 Telephone		1,300.00	1,300.00	1,171.22	87.21	0.00	128.78	90.1
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	1,230.73	95.23	0.00	444.27	73.5
Acct Class: 56 CONTRACT SERVICES								
5656 Tree Trimming		73,000.00	73,000.00	54,289.89	27,889.53	0.00	18,710.11	74.4
5657 Tree Care/Treatments		5,000.00	5,000.00	234.00	0.00	0.00	4,766.00	4.7
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	2,128.59	305.96	0.00	871.41	71.0
CONTRACT SERVICES		83,500.00	83,500.00	56,652.48	28,195.49	0.00	26,847.52	67.8
Acct Class: 60 CAPITAL EXPENDITURES								
6015 Trees		25,000.00	25,000.00	13,645.20	5,388.00	0.00	11,354.80	54.6
CAPITAL EXPENDITURES		25,000.00	25,000.00	13,645.20	5,388.00	0.00	11,354.80	54.6

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For the Period: 7/1/2017 to 3/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
PARKWAY TREES	133,737.00	133,737.00	87,364.00	35,575.18	0.00	46,373.00	65.3
Dept: 90 MINI-PARKS AND MEDIANS							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	685.00	685.00	511.10	71.13	0.00	173.90	74.6
4003 Salaries - Overtime	64.00	64.00	41.50	7.66	0.00	22.50	64.8
4010 Workers Compensation Insurance	300.00	300.00	198.66	19.67	0.00	101.34	66.2
4015 Federal Payroll Tax -FICA	58.00	58.00	42.41	6.05	0.00	15.59	73.1
4018 State Payroll Taxes	15.00	15.00	2.16	0.00	0.00	12.84	14.4
SALARIES AND BENEFITS	1,122.00	1,122.00	795.83	104.51	0.00	326.17	70.9
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	640.00	640.00	585.85	43.61	0.00	54.15	91.5
5022 Utilities	1,150.00	1,150.00	604.80	76.46	0.00	545.20	52.6
5023 Water	6,400.00	6,400.00	5,402.46	422.22	0.00	997.54	84.4
5032 Building & Grounds-Maintenance (5)	800.00	800.00	2,098.99	0.00	0.00	-1,298.99	262.4
5045 Miscellaneous Expenditures (6)	100.00	100.00	523.41	0.00	0.00	-423.41	523.4
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	9,215.51	542.29	0.00	74.49	99.2
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,600.00	3,600.00	2,761.20	306.80	0.00	838.80	76.7
5656 Tree Trimming	400.00	400.00	285.73	146.79	0.00	114.27	71.4
5670 Other Professional Services	50.00	50.00	30.83	4.62	0.00	19.17	61.7
CONTRACT SERVICES	4,050.00	4,050.00	3,077.76	458.21	0.00	972.24	76.0
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	14,562.00	14,562.00	13,089.10	1,105.01	0.00	1,472.90	89.9
Expenditures	1,371,702.00	1,371,702.00	993,623.92	138,328.04	0.00	378,078.08	72.4
Net Effect for GENERAL FUND	95,833.00	95,833.00	42,928.55	-43,023.59	0.00	52,904.45	44.8
Change in Fund Balance:			42,928.55				

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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH							
Revenues							
Dept: 00							
Acct Class: 31 ASSESSMENTS							
3100 Property assessments	380,000.00	380,000.00	284,410.69	35,403.60	0.00	95,589.31	74.8
3101 Property assessments-prior yr	3,400.00	3,400.00	1,853.18	477.03	0.00	1,546.82	54.5
ASSESSMENTS	383,400.00	383,400.00	286,263.87	35,880.63	0.00	97,136.13	74.7
Acct Class: 32 USE OF MONEY AND PROPERTY							
3200 Interest on investments	0.00	0.00	1,057.76	0.00	0.00	-1,057.76	0.0
USE OF MONEY AND PROPERTY	0.00	0.00	1,057.76	0.00	0.00	-1,057.76	0.0
Dept: 00	383,400.00	383,400.00	287,321.63	35,880.63	0.00	96,078.37	74.9
Revenues	383,400.00	383,400.00	287,321.63	35,880.63	0.00	96,078.37	74.9
Expenditures							
Dept: 50 RUSH PARK							
Acct Class: 56 CONTRACT SERVICES							
5617 Administrative Fees	20,000.00	20,000.00	20,000.00	0.00	0.00	0.00	100.0
5619 Bond Trustee	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	23,047.50	0.00	0.00	0.50	100.0
Acct Class: 58 DEBT SERVICE							
5800 Principal	260,000.00	260,000.00	280,000.00	0.00	0.00	-20,000.00	107.7
5801 Interest	80,600.00	80,600.00	10,453.40	0.00	0.00	70,146.60	13.0
DEBT SERVICE	340,600.00	340,600.00	290,453.40	0.00	0.00	50,146.60	85.3
RUSH PARK	363,648.00	363,648.00	313,500.90	0.00	0.00	50,147.10	86.2
Expenditures	363,648.00	363,648.00	313,500.90	0.00	0.00	50,147.10	86.2
Net Effect for ASSESSMENT DISTRICT FUND-RUSH	19,752.00	19,752.00	-26,179.27	35,880.63	0.00	45,931.27	-132.5
Change in Fund Balance:			-26,179.27				



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Rossmoor Community

For the Period: 7/1/2017 to 3/31/2018		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	4,870.46	538.25	0.00	1,629.54	74.9
	OPERATIONS AND MAINTENANCE	6,500.00	6,500.00	4,870.46	538.25	0.00	1,629.54	74.9
	CAPITAL PROJECTS	6,500.00	6,500.00	4,870.46	538.25	0.00	1,629.54	74.9
	Expenditures	19,500.00	19,500.00	4,870.46	538.25	0.00	14,629.54	25.0
	Net Effect for CAPITAL PROJECTS CONTRIBUTIONS	12,950.00	12,950.00	-4,870.46	-538.25	0.00	17,820.46	-37.6
	Change in Fund Balance:			-4,870.46				
	Grand Total Net Effect:	128,535.00	128,535.00	11,878.82	-7,681.21	0.00	116,656.18	

**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**FOOTNOTES - FINANCIAL REPORT**  
**MARCH 2018**  
**EXPENDITURES**

<p>* <b>#1 Salaries - Full time/Part time</b>  <b>10-10-4001, 10-10-4002</b></p>	<p>Part-time employee hired to cover full time employee medical leave of absence.  Will be adjusted in 2018-2019 ETC.</p>
<p>* <b>#2 Financial Audit</b>  <b>10-10-5615</b></p>	<p>Contract increase. Will be adjusted in 2018-2019 ETC.</p>
<p>* <b>#3 Printing</b>  <b>10-20-5012</b></p>	<p>Brochure and banner printing for Winter Festival.  Will be adjusted in 2018-2019 ETC.</p>
<p>* <b>#4 Miscellaneous Expenses</b>  <b>10-40-5045</b></p>	<p>New chairs purchased for Montecito Center.  Will be adjusted in 2018-2019 ETC.</p>
<p>* <b>#5 10-90-5032</b>  <b>Mini-Parks Maintenance</b></p>	<p>Maintenance and irrigation needed for Kempton Park upkeep.  Will be adjusted in 2018-2019 ETC.</p>
<p>* <b>#6 10-90-5045</b>  <b>Mini-Parks Miscellaneous Expenses</b></p>	<p>Plaque designed and purchased for Kempton Park.  Will be adjusted in 2018-2019 ETC.</p>

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM G-1**

**Date:** May 8, 2018

**To:** Honorable Board of Directors

**From:** RCSD General Manager

**Subject:** DISCUSSION AND POSSIBLE ACTION REGARDING RCSD BOARD POSITION ON I-605 KATELLA INTERCHANGE PROJECT

**RECOMMENDATION:**

Discuss the Rossmoor Community Services District's position on the I-605 Katella Interchange Project (Project), review and finalize the draft resolution setting forth the District's comments and position on the project including the proposed mitigated negative declaration/environmental study (MND) for submission to the Orange County Transportation Authority and Caltrans prior to the 12:00 a.m. deadline.

**BACKGROUND:**

At its regular meeting of March 13, 2018 the Rossmoor Community Services District invited representatives from OCTA and Caltrans to give a presentation to the Board and community regarding the Project. The RCSD Board raised concerns about the impact of the project on the District and residents of Rossmoor. The Board stated that the public comment period had been accelerated and requested the Public Hearing deadline be extended to allow for input from the Rossmoor community.

At the request of the RCSD Board, OCTA Representative Chris Boucly returned for an second presentation at the regular Board meeting of April 10, 2018, in order to provide a more comprehensive overview of the Project, including diagrams of the three proposed design alternatives. He addressed previous questions posed by the Board and community and announced the new Public Meeting Date which had been set for Tuesday, April 24, 2018 from 6:00 to 8:00 p.m. at the Los Alamitos Community Center. Two members of the Board along with the General Manager and General Counsel attended this meeting.

After comments are received from the public and the reviewing agencies, Caltrans, may: (1) give environmental approval to the Project, (2) do additional

environmental studies, or (3) abandon the project. If the project is given environmental approval and funding is appropriated, Caltrans could design and construct all or part of the project. According to OCTA, the preferred alternative selection is scheduled to occur in mid-2018, and the final environmental document is scheduled to be completed in late 2018. The Project, if approved, is not anticipated to be implemented until 2035.

Under the Environmental Quality Act (CEQA), the Caltrans, as the lead agency, is required to consider comments made during the public review process. The Project may only be approved, and the MND adopted, if the decision-making body finds, on the basis of the whole record, including any comments received, that there is no substantial evidence that the Project will have a substantial effects on the environment and that the MND reflects the agency's independent judgement and analysis. See CEQA Guidelines § 15074(b). In addition, CEQA provides:

A person shall not maintain an action or proceeding unless that person objected to the approval of the project orally or in writing during the public comment period provided by this division or prior to the close of the public hearing on the project before the filing of the notice of determination pursuant to Sections 21108 and 21152. Pub. Res. Code § 21177(b).

Attached for your review is a draft resolution for submission to Caltrans, which contains the main concerns expressed by the Board regarding the Project. In addition to general comments, the draft resolution supports the No Build Alternative. However, provided that Caltrans selects one of the two Build Alternatives, the draft resolution calls for additional mitigation measures in the form of: (1) an improved and enhanced sound wall be included to compensate for the removal of the 12 feet of sidewalk and adjacent buffer area from the Rossmoor/Orange County line and curb area on eastbound Katella Ave., and (2) an elevated pedestrian and bicycle bridge crossing Katella Ave. at Wallingsford Rd. to mitigate the Project's impacts on vehicle and non-vehicle traffic.

It is recommended that the Board review the draft resolution and make any changes desired by the Board. Once finalized and approved the resolution will be immediately submitted via email to Caltrans, who has graciously agreed to extend the 5 p.m. submission deadline for the District to 12:00 a.m. on May 9, 2018.

**ATTACHMENTS:**

1. RESOLUTION NO. 18-05-08-01 (draft)

**RESOLUTION NO. 18-05-08-01**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR  
COMMUNITY SERVICES DISTRICT SETTING FORTH THE POSITION OF THE  
BOARD OF DIRECTORS ON THE I-605 KATELLA INTERCHANGE PROJECT  
AND COMMENTING ON THE PROPOSED MITIGATED NEGATIVE  
DECLARATION/ENVIRONMENTAL ASSESSMENT**

**WHEREAS**, at its regular meeting of March 13, 2018 the Rossmoor Community Services District (District) invited representatives from the Orange County Transportation Authority (OCTA) and the California Department of Transportation (Caltrans) to give a presentation to the Board of Directors (Board) and the community regarding the I-605/Katella Interchange Project (the Project). The Board raised concerns about the impact of the Project on the District and the residents of Rossmoor. The Board expressed that the public comment period had been accelerated and requested the Public Hearing deadline be extended to allow for input from the Rossmoor community; and

**WHEREAS**, OCTA and Caltrans subsequently announced that the Proposed Mitigated Negative Declaration/Environmental Assessment, and other Project documents were available to the public for review and comment from April 9 to May 8, 2018; and

**WHEREAS**, at the request of the Board, OCTA Representatives returned for an additional presentation at the regular Board meeting of April 10, 2018, in order to provide a more complete overview of the Project, including diagrams of the three proposed design alternatives; and

**WHEREAS**, several Board members along with District staff attended a public presentation of the Project by OCTA and Caltrans on April 24, 2018 at the Los Alamitos Community Center; and

**WHEREAS**, in recognition of the fact that the next regularly scheduled meeting of the Board was to occur after the deadline to submit comments on the Project to be included in the final Mitigated Negative Declaration/Environmental Assessment, Caltrans has extended the May 8<sup>th</sup> at 5 p.m. deadline to May 9<sup>th</sup> at 12:00 a.m. in order to receive the District's comments; and

**WHEREAS**, the District finds that the Project will have an impact on District facilities and other matters within the jurisdiction of the District.

**NOW THEREFORE, BE IT RESOLVED**, by the Board of Directors of the Rossmoor Community Services District that the Board hereby submits the following comments for inclusion and response by Caltrans in the final Mitigated Negative Declaration/Environmental Assessment:

Comments regarding Chapter 2, Section 2.1.5 Traffic and Transportation/Pedestrian and Bicycle Facilities.

- The Project only marginally achieves its Project objectives, and does so at the expense of making traffic worse in other respects. To a large extent, the Project shifts a portion of the gridlock from the I-605 on to Katella Ave., making the traffic on Katella Ave. even worse than it is now.
- The Traffic Study states that the purpose of the Project is to improve interchange traffic operations and to improve pedestrian and bicycle facilities. In fact, though, as shown on pages 17 through 21, it helps both vehicle and non-vehicle traffic only slightly in some ways, while making it worse in others. For example, Table 12 shows that the No-Build alternative would yield the same results as the other two Alternatives, except for the I-605 southbound on ramp in Build Alternative 3, where it would be better in one way and worse in the other. Table 13 shows one on ramp and one off ramp being improved during peak hours. But these improvements would come at the cost of traffic on

Katella Ave. Table 16 shows total A.M. peak travel time would be higher under Alternative 3 than under the No-Build Alternative, while Alternative 2 would show no improvement. P.M. peak hour traffic would improve slightly, though some segments would get worse, such as eastbound Katella Ave. to the northbound on-ramp. Table 18 shows that the vehicle hours of delay during the A.M. peak would triple under Alternative 3, as compared to the No-Build alternative. Total vehicle hours traveled would be about the same under the No-Build alternative and Build Alternative 2, and significantly higher under Alternative 3.

- The same is true for bicycle safety. While bikes traveling on the north side of Katella Ave., crossing the on ramp, might indeed be safer, the Project creates a bad situation on the south side of Katella Ave., by ending the bike shoulder in the middle of the block.
- Each of the two Build Alternatives provide only limited improvement to the current interchange configuration. A better use of OC GO funds would be to construct a bridge spanning Katella Ave. which would connect the communities of Rossmoor and Los Alamitos. A bridge would provide significant traffic improvements plus an additional benefit of enhanced safety to the residents of both communities. At a minimum, such a bridge needs to be included in the Project to mitigate the impacts of the Project on Katella Ave., both as to vehicles and non-vehicles.

#### Comments Regarding Chapter 2, Section 2.2.7 Noise

- Under the proposed Project, Rossmoor will lose about approximately 12 feet of the median between the curb on Katella Ave. and the 6 foot wall that provides security, safety and a buffer from the traffic noise along the Katella Ave. Additionally, many of the trees on the grass portion of the median will be removed. The current noise measurements reflect decibel levels that are within the acceptable range. However, with the loss of much of the median and the removal of several trees, it appears difficult to determine the actual noise impact; as such the projected decibel levels are not adequately analyzed.
- The loss of this buffer is not adequately mitigated. Should the Project be approved, it should include a sound wall significantly higher and more effective than the existing 6 foot wall.
- In addition, the combined effect and cumulative impact of the proposed Project and the approved I-405 Freeway Improvement Project has not been adequately addressed. The I-405 Project is having a significant negative impact on our residents. Many of the trees and shrubbery are being removed as part of the freeway improvement and will not be replanted for at least five years.

#### General Comments

- The Project represents the spending of considerable resident tax dollars with limited community benefit. At a cost of \$35 million to \$40 million dollars, these funds could be put to far better use.

**NOW THEREFORE, BE IT FURTHER RESOLVED**, by the Board of Directors of the Rossmoor Community Services District, that the Board unanimously opposes Build Alternative 2 (Ramp Modifications) and Build Alternative 3 (Southbound Loop On-Ramp Removal), and supports the No-Build Alternative; provided, however, that should either Build Alternative be approved, that the following additional mitigation measures be included: (1) to compensate for the removal of the 12 feet of sidewalk and adjacent buffer area from the Rossmoor/Orange County line and the curb area on eastbound Katella Ave., the Project should include an improved and enhanced sound wall adjacent to the northbound I-605/Katella Ave. off-ramp; and (2) to mitigate the Project impacts on vehicle and non-vehicle traffic, the Project should construct an elevated pedestrian and bicycle bridge crossing Katella Ave. at Wallingsford Rd.

**PASSED, APPROVED AND ADOPTED** this 8<sup>h</sup> day of May 2018.

BOARD OF DIRECTORS  
ROSSMOOR COMMUNITY SERVICES DISTRICT

By: \_\_\_\_\_  
Tony DeMarco, President

ATTEST:

\_\_\_\_\_  
James D. Ruth, Secretary  
Rossmoor Community Services District

DRAFT

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-1**

**Date:** May 8, 2018

**To:** Honorable Board of Directors

**From:** General Manager

**Via:** Budget Committee

**Subject:** DISCUSS SOUTHERN CALIFORNIA EDISON COMPANY PROPOSAL TO REPLACE CURRENT TECHNOLOGY HIGH PRESSURE SODIUM SCE OWNED STREETLIGHTS WITH LED TECHNOLOGY

**RECOMMENDATION:**

Receive the report of the Budget Committee and the committee's recommendation to approve the Southern California Edison Company Proposal to replace current technology high pressure sodium SCE-Owned streetlights with LED technology throughout Rossmoor.

**BACKGROUND:**

The Budget Committee met on Wednesday, February 28, 2018 and Tuesday, March 20, 2018 to discuss the Southern California Edison Company Proposal to replace current technology high pressure sodium SCE Owned streetlights with LED technology. Attached are the budget committee agendas and minutes for your review. At its March 20, 2018 meeting, the Budget Committee voted unanimously to recommend the proposal to the full Board for its consideration.

**ATTACHMENTS:**

1. Minutes, Budget Committee Meetings of February 28, 2018 and March 20, 2018 (*information only*).
2. April 18, 2018 Memorandum re: Response to Questions Proposed Edison Company Streetlight Upgrades to LED
3. Correspondence from SCE Street Light Project Manager John King
4. October 3, 2017 Budget Committee Item C-1
5. Proposed Southern California Edison Company Schedule LS-1 Option E, Energy Efficiency-Light Emitting Diode (LED) Fixture Replacement Rate Agreement
7. Edison Proposal—Streetlight Updates to LED, Pros and Cons Analysis



**MINUTES**  
**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**BUDGET COMMITTEE MEETING**

RUSH PARK  
Administration Building  
3001 Blume Drive  
Rossmoor, California

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

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**A. ORGANIZATION**

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

**B. PUBLIC FORUM--None**

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

**C. REGULAR CALENDAR**

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

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

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

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

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

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

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

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

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

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

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

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

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

**D. ADJOURNMENT: 10:20 a.m.**

**MINUTES**  
**ROSSMOOR COMMUNITY SERVICES DISTRICT**  
**BUDGET COMMITTEE MEETING**

RUSH PARK  
Administration Building  
3001 Blume Drive  
Rossmoor, California

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

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**A. ORGANIZATION**

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

**B. PUBLIC FORUM--None**

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

**C. REGULAR CALENDAR**

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

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

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

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

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

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

**D. ADJOURNMENT:**

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



# Memorandum

Date: April 18, 2018  
To: Director Mark Nitikman  
From: General Manager James D. Ruth  
Subject: Response to Questions Re: Proposed Edison Company Streetlight Upgrades to LED:

In response to your questions on the Edison streetlight proposal:

1. Edison would not have to replace the poles, only the fixtures and lights.
2. The option for public agencies to purchase the Edison Street light poles was terminated in 2015 and is no longer an option.
3. Edison owns the poles and fixtures and has an easement for the ongoing maintenance and upkeep. They also provide all the power necessary to service their customers. Edison has their own streetlight specifications, conducts their own ongoing research to maintain and implement the latest technology, such as the LED lights. Edison also maintains a list of the outside certified contractors who they use for installation in accordance with their specifications.
4. As stated in our report our options are very limited. Solar may be an option in the future but not now. The current LED technology took 10 years to develop with multiple refinements before it has become the current excepted technology in the industry.

If you have any further questions *do not hesitate* to contact me for assistance.

Respectfully Submitted,

*James D. Ruth*

James D. Ruth

**From:** John King [xxxxxxxxxxxxxxxxxxxx]  
**Sent:** Tuesday, December 12, 2017 11:15 AM  
**To:** Doc Rivers  
**Cc:** Delia Williams; xxxxxxxxxxxxxxxxxxxx; Janny Kim; Cedric Benton; Kathy Bell; Jacob Williams  
**Subject:** RE: (External):RE: (External):RE: Project UPN 318-17-0500969948 - Street Lighting Project with LS-1 Tariff (SCE owned / non-metered)

Doc – I just tried to call. Sorry I missed you. Below is some general information on the Option E program. I will also ask for a savings analysis to be prepared so we can give the Rossmoor folks an idea of the savings over the coming years. Thanks and please let me know what questions you have. I have limited access to normal work today as I am deployed to our EOC for the Thomas Fire restoration efforts.

**Option E Overview** - The LS-1 Option E program allows customers to ask SCE to replace current technology High Pressure Sodium SCE owned (LS-1) street lights with LED technology. There is no up-front cost to the customer and built into the rate is a recovery mechanism that recovers the cost of the first light and installation (about \$320) which is spread over 20 years with no interest. The energy savings are greater than the recovery mechanism so the customer sees a net savings on the bill each month and receives the benefit of new LED fixtures (with the only exception being 50 watt HPS lights that do not yield a savings when replaced).

Please note that the LS-1 Option E program focusses on standard street light installations with “normal cobra-head” style fixtures and replacements. I have attached the LS-1 Option E agreement for your review along with our color temperature selection sheet (the city has the option of either 3000k or 4000k).

The underlying LS-1 rate continues to be in place and if one of the lights fails on day 1 or year 20, SCE will replace the LED fixture as we do normally with no additional charges or cost to the customer. Operations and maintenance and emergency replacements are handled as usual with SCE taking care of all those responsibilities.

We will pull the savings analysis for the Rossmoor CSD to give you an estimate of the savings that you would realize by participating in the program. I have also attached the comparison chart which shows the HPSV versus LED wattages and the associated net monthly costs for both technologies. The agreement to participate is included in along with this email.

Please let me know what questions you might have. Thanks... John King

## Kathy Bell

---

**From:** John King [XXXXXXXXXXXXXXXXXXXX]  
**Sent:** Wednesday, November 22, 2017 10:34 AM  
**To:** Kathy Bell; [XX]  
**Cc:** Tiffany Botello; Delia Williams; Cedric Benton; Chris Tran  
**Subject:** Project UPN 318-17-0500969948 - Street Lighting Project with LS-1 Tariff (SCE owned / non-metered)

**Importance:** High

Good morning Kathy and Doc. Thank you for taking time to talk with me last evening, 21 November 2017.

As I suspected and as we discussed during our calls last night, SCE is requesting that you to stop any work related to the replacement of High Pressure Sodium Vapor street light fixtures on LS-1 SCE owned street lights within the Rossmoor Community Services District. SCE owned street lights can only be modified with SCE approved equipment and materials, and work on SCE facilities can only be completed by SCE employees or authorized contractors.

I expect that we will all have more discussion around this issue next week when more team members return from their Thanksgiving holiday.

While I know that this is an unexpected stop work request, we appreciate your cooperation and willingness to work together towards a solution.

Thanks – John King

John C. King  
Southern California Edison  
Manager, BCD Street Light Projects  
6042A North Irwindale Avenue  
Irwindale, California 91702  
XXXXXXXXXXXXXXXXXXXX

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**Liz Deering**

**From:** John King ~~XXXXXXXXXXXXXXXXXXXX~~  
**Sent:** Thursday, December 21, 2017 11:34 AM  
**To:** James Ruth  
**Cc:** Liz Deering; Tiffany Botello  
**Subject:** RE: (External):Re: (External):Fw: SCE - Request for Explanation of Energy Savings

James – No... The opportunity to enter the queue to purchase street lights closed in August of 2015. I'm sorry but that opportunity is no longer available. We have received your signed Option E agreement and have placed you in the queue to receive street light replacements. Let me know what else I can answer for you. Thanks! JCK

John C. King  
Southern California Edison  
Manager, BCD Street Light Projects  
6042A North Irwindale Avenue  
Irwindale, California 91702  
XXXXXXXXXXXXXXXXXXXX

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**From:** James Ruth ~~XXXXXXXXXXXXXXXXXXXX~~  
**Sent:** Thursday, December 21, 2017 11:07 AM  
**To:** John King ~~XXXXXXXXXXXX~~  
**Cc:** Liz Deering ~~XXXXXXXXXXXXXXXXXXXX~~  
**Subject:** Re: (External):Re: (External):Fw: SCE - Request for Explanation of Energy Savings

John,

We were in the process of evaluating your proposal and one of the issues that has come up is; Would Rossmoor have the option of purchasing the streetlights as some other communities have done? I would appreciate your response to this question as we attempt to move forward with this project.

Wishing you the very happiest of holidays.

Regards,  
Jim

**James D. Ruth**  
General Manager  
Rossmoor Community Services District  
3001 Blume Drive  
Rossmoor, CA 90720  
562-430-3707





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

Attachment 4

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

Sheet 1

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

Form 14-965

(To be inserted by utility)

Advice 3241-E  
Decision 14-10-046

Issued by

R.O. Nichols

Senior Vice President

Page 74 of 145

(To be inserted by Cal. PUC)

Date Filed Jun 30, 2015  
Effective Jun 1, 2016  
Resolution Page 15 of 25

**ROSSMOOR COMMUNITY SERVICES DISTRICT****AGENDA ITEM C-1**

**Date:** October 3, 2017  
**To:** Budget Committee  
**From:** General Manager  
**Subject:** DISCUSSION WITH GENERAL MANAGER RE: PROPOSED  
CONVERSION OF ROSSMOOR STREET LIGHTS FROM  
INCANDESCENT TO LED LIGHTING

**RECOMMENDATION:**

Review and make recommendations to the Board regarding Rossmoor Street Lights upgrade to LED lighting

**BACKGROUND:**

In the Spring of 2017, Staff engaged in discussions with Doc Rivers from Express Energy to explore opportunities to reduce our energy costs for the Rossmoor Community Services District. Initial discussions involved in reducing electrical costs for our parks and facilities lighting, as well as upgrading street lighting on Montecito Road as a safety measure. The Montecito Street Lights Project involving twenty nine fixtures became our No. 1 priority due to safety concerns.

After months of delays, the project was finally approved with Express Energy to install 26 of the proposed fixtures with 3 fixtures being omitted due to a communication misunderstanding between the contractor and staff. The District paid for these upgrades out of Fund 40 in the amount \$9,268. Results were very positive, so we proceeded to explore converting all of our community's street lights from incandescent to LED.

Express Energy proceeded by developing a comprehensive study for the conversion of all our 796 street lights under an Edison Co. Conservation Plan, referred to as OBF, which involved rebates and 0% interest loan to the customer for 10 years. The cost of the conversion would be offset by the savings created by the installation conversion to the LED light with Edison.

On July 9, 2017, the RCSD Board considered the street light conversion proposal by Express Energy and authorized the General Manager to enter into the necessary agreements and the Edison vetting process to proceed with the Street Lighting Project.

Express Energy entered into discussions and initiated the process with the Edison staff responsible for reviewing and approving OBF application. Several steps of vetting the project were implemented and each step met with approval. The contractor ordered the materials, which were obtained and scheduled for the installation beginning November 23, 2017.

On November 21, Express Energy and Rossmoor Community Services District received notice from John King, Manager at the Edison Co., to stop any work on the project relating to replacement of the high pressure sodium vapor street light fixtures on LS-1 Southern California Edison (SCE) owned street lights within the Rossmoor Community Services District. He stated that SCE owned street lights can only be modified with a SCE approved equipment and materials, and work on SCE facilities can only be completed by SCE employees or authorized contractors.

Obviously, there was a complete breakdown in communications between the Edison OBF Staff and their internal approval process.

Edison has since sent Rossmoor Community Services District a proposal to move forward with the LED Conversion Program for our street lights which is also a 0% interest, no upfront cost loan to be paid back out of energy savings over 20 years.

It does not appear that Edison will approve Express Energy as the contractor on this project, which leaves us with two options:

1. Do nothing. Leave the incandescent lights as they are and wait to see if Edison will replace them in the future.
2. Accept Edison's proposal to replace and upgrade all 796 street lights to LED under the 0% interest, no upfront cost 20-year loan to be paid for out of energy savings as reflected in their financial analysis.

I have conferred with several other public agencies who actually purchased the Edison poles in their community and bid out the installation and maintenance costs, which offered a great saving. However, this program was terminated by Edison in 2016 and they no longer offer this option.

As Doc stated in his email to me, he believes the current proposal by Edison is probably our only option and that while the savings are not as great as the Express Energy proposal, it is still a doable project that would improve our street lights throughout the Community, provide increased public safety, reduce our energy cost and be economically feasible with little or no risk.

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

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

The Parties agree as follows:

**1. LED FIXTURES**

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

**2. LED FIXTURE REPLACEMENT COSTS**

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

**3. COMMENCEMENT OF SERVICE**

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

**4. TERM AND TERMINATION**

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

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

**5. AMENDMENTS; ASSIGNMENTS**

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

**6. NOTICE**

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

Applicant:

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

SCE:

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

**7. NONWAIVER**

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

**8. SEVERABILITY**

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

**9. APPLICABLE LAWS, RULES, AND REGULATIONS**

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

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

**10. CALIFORNIA PUBLIC UTILITIES COMMISSION JURISDICTION**

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

**11. ENTIRE AGREEMENT**

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

**12. AUTHORIZATION SIGNATURE**

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

**APPLICANT**

**BY:** James D. Ruth  
**NAME:** JAMES D. RUTH  
**TITLE:** GENERAL MANAGER  
**DATE SIGNED:** 12/12/17

**SOUTHERN CALIFORNIA EDISON COMPANY**

**BY:** \_\_\_\_\_  
**NAME:** \_\_\_\_\_  
**TITLE:** \_\_\_\_\_  
**DATE SIGNED:** \_\_\_\_\_

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

APPLICANT

---

CUSTOMER ACCOUNT NO.

---

SERVICE ACCOUNT NO.

---

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

SERVICE ADDRESS

---

**APPLICANT REQUESTED READY TO SERVE DATE**

12/12/17

SCE READY TO SERVE DATE \_\_\_\_\_

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

W.O. No(s): \_\_\_\_\_



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

**Pros**

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

**Cons**

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

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-2**

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** RCSD General Manager  
**Subject:** DISCUSSION AND POSSIBLE ACTION RE: PROPOSED PROFESSIONAL SERVICES AGREEMENT FOR CUSTODIAL SERVICES AT ALL DISTRICT PARK LOCATIONS FOR EXTERIOR PARK RESTROOM FACILITIES AND TRASH REMOVAL.

**RECOMMENDATION:**

Authorize the General Manager to enter into a one year agreement with Clean Net of Southern California to provide custodial services to maintain the District's exterior park restroom facilities and remove trash debris on a daily basis from all park locations.

**BACKGROUND:**

At its regular board meeting of April 10, 2018 the RCSD Board voted to approve a new three year professional services agreement with BrightView Landscaping Services for park maintenance and landscaping.

In staff's negotiations with BrightView on the renewal of their contract it was determined that the custodial services formerly provided by BrightView would be removed from the scope of work and that RCSD would contract those services out to another private contractor.

Bids were solicited from qualified contractors to perform the custodial services as specified in the attached proposed contract. Interviews were conducted with the three bidders by the General Manager and the Park Superintendent resulting in our conclusion that Clean Net had the necessary experience and background to perform the tasks outlined in their bid, had the appropriate insurance requirements and the lowest bid price.

Based on the above information, it is recommended that the Board approve staff's recommendation for a three year contract effective May 21, 2018.

**BID SUMMARY**

<b>Vendor</b>	<b>Monthly Cost</b>	<b>Annual Cost</b>
Clean Net	\$1,799	\$21,588
Cal Specialty Services	\$2,800	\$33,600
Jani King of California	\$3,532.63	\$42,391.56

**ATTACHMENTS:**

1. Clean Net Custodial Cleaning Services Agreement, including Scope of Services
2. Clean Net Certificate of Liability Insurance
3. BrightView Maintenance Contract vs. Custodial Services Breakout Comparison Sheet

**ROSSMOOR COMMUNITY SERVICES DISTRICT  
CONTRACT SERVICES AGREEMENT FOR CUSTODIAL SERVICES  
CLEANNET OF SOUTHERN CALIFORNIA  
2018-2021**

**1. PARTIES AND DATE.**

This Agreement is made and entered into this 8th day of May, 2018, by and between the Rossmoor Community Services District, a public agency (“District”) and CleanNet of Southern California, Inc., a California corporation (“Contractor”). District and Contractor are sometimes individually referred to as “Party” and collectively as “Parties.”

**2. RECITALS.**

**2.1 Contractor.**

Contractor desires to perform and assume responsibility for the provision of certain services required by the District on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing such services, is licensed in the State of California, and is familiar with the plans of District.

**2.2 Project.**

District desires to engage Contractor to render custodial services for certain facilities and other properties of the District (“Project”) as set forth in this Agreement.

**3. TERMS.**

**3.1 Scope of Services and Term.**

3.1.1 General Scope of Services. Contractor promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations. In the event of a conflict or ambiguity between the provisions of this Agreement and Exhibit “A”, the provisions of this Agreement shall be controlling.

3.1.2 Term. The term of this Agreement shall be for a period not exceeding three (3) years from May 8, 2018 (the “Effective Date”), unless earlier terminated as provided herein. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

### **3.2 Responsibilities of Contractor.**

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor or under its supervision. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of District and shall at all times be under Contractor's exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the schedule of services as incorporated into Exhibit "A". Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Contractor's conformance with the schedule, District shall respond to Contractor's submittals in a timely manner. Upon request of District, Contractor shall provide a more detailed schedule of anticipated performance to meet the schedule of services.

3.2.3 Conformance to Applicable Requirements and Coordination of Services. All work prepared by Contractor shall be subject to the approval of District. Contractor agrees to work closely with District staff in the performance of Services and shall be available to District's staff, Contractors and other staff at all reasonable times.

3.2.4 Standard of Care; Performance of Employees. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Services. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed.

#### 3.2.5 Insurance.

3.2.5.1 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the

Agreement by the Contractor, its agents, representatives, employees or subcontractors. The District, including its officials, officers, employees, volunteers and agents, shall be named as an additional insured on all insurance policies required herein. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto).

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability*: A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either (i) a combined single limit of \$2,000,000.00 or (ii) bodily injury limits of \$1,000,000.00 per person, \$2,000,000.00 per occurrence and \$2,000,000.00 products and completed operations and property damage limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate; (2) *Workers Compensation Insurance*: A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Contractor and the District against any loss, claim, or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or service contemplated in this Agreement; and (3) *Automobile Liability*: a policy of comprehensive vehicle liability insurance written on a per occurrence basis in an amount not less than either (i) bodily injury liability limits of \$1,000,000.00 per person and \$2,000,000.00 per occurrence and property damage liability limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate to cover the operation of all automobiles, trucks, street sweeping vehicles or other motorized vehicles utilized by Contractor. Said policy shall include coverage for owned, non-owned, leased and hired vehicles.

3.2.5.2 Insurance Provisions. All of the above policies of insurance shall be primary insurance and shall name the District, its officers, employees and agents as additional insureds. The insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, employees and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended or canceled without providing thirty (30) days prior written notice by registered mail to the District. In the event any said policies or insurance are canceled, the Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the General Manager. No work or Services under this Agreement shall commence until the Contractor has provided the District with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the District. The Contractor agrees that the provisions of this Section shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible. The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better,

unless such requirements are waived by the Risk Manager of the District due to unique circumstances.

### **3.3 Fees and Payments.**

3.3.1 Compensation. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "A." The total monthly compensation shall not exceed One Thousand Seven Hundred Ninety-Nine Dollars (\$1,799.00) without written approval of District. Extra Work may be authorized, as described below; and if authorized, said Extra Work will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation. Contractor shall submit to District in the form approved by District, a monthly statement for Services rendered prior to the date of the statement. District shall, within 45 days of receiving such statement, review the statement and pay all approved charges thereon.

3.3.3 Reimbursement for Expenses. Contractor shall not be reimbursed for any expenses unless authorized in writing by District.

3.3.4 Extra Work. At any time during the term of this Agreement, District may request that Contractor perform Extra Work. As used herein, "Extra Work" means any work which is determined by District to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Contractor shall not perform, nor be compensated for, Extra Work without written authorization from District's Representative.

3.3.5 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Sections 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. District shall provide Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

### **3.4 General Provisions.**

3.4.1 Termination of Agreement.

3.4.1.1 Grounds for Termination. District or Contractor may, by written notice to other party, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to other party of such termination, and specifying the effective date thereof, at least thirty (30) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to District, and Contractor shall be entitled to no further compensation. Contractor may not terminate this Agreement except for cause.

3.4.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

**Contractor:** CleanNet of Southern California, Inc.  
10330 Pioneer Blvd, Ste 102  
Santa Fe Springs, CA 90670  
Attn: Molly Diament

**District:** Rossmoor Community Services District  
3001 Blume Dr.  
Rossmoor, CA 90814  
Attn: James D. Ruth, General Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.4.3 Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.4.4 Indemnification. Contractor agrees to defend, with counsel acceptable to District, indemnify, and hold free and harmless District, its elected officials, officers, agents and employees, at Contractor's sole expense, from and against any and all claims, actions, suits or other legal proceedings brought against District, its elected officials, officers, agents and employees arising out of the performance of Contractor, its employees, and/or authorized subcontractors, of the work undertaken pursuant to this Agreement. The defense obligation provided for hereunder shall apply without any advance showing of negligence or wrongdoing by Contractor, its employees, and/or authorized subcontractors, but shall be required whenever any claim, action, complaint, or suit asserts as its basis the negligence, errors, omissions or misconduct of Contractor, its employees, and/or authorized subcontractors, and/or whenever any claim, action, complaint or suit asserts liability against District, its elected officials, officers, agents and employees based upon the work performed by Contractor, its employees, and/or authorized subcontractors under this Agreement, whether or not Contractor, its employees, and/or authorized subcontractors are specifically named or otherwise asserted to be liable. Notwithstanding the foregoing, Contractor shall not be liable for the defense or indemnification



of District for claims, actions, complaints or suits arising out of the sole active negligence or willful misconduct of District. This provision shall supersede and replace all other indemnity provisions contained either in the District's specifications or Contractor's proposal, which shall be of no force and effect.

3.4.5 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.4.6 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.4.7 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.4.8 Prior Approval Required to Subcontract. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Contractor shall require each of its subcontractors to agree in writing to be bound by the provisions of this Agreement.

3.4.9 Assignment. Contractor shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Contractor's interest in this Agreement without District's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of District's consent, no subletting or assignment shall release Contractor of Contractor's obligation to perform all other obligations to be performed by Contractor hereunder for the term of this Agreement.

3.4.10 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both parties.

3.4.11 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue to be in full force and effect.

3.4.12 The Individuals Signing this Agreement. Individuals Represent and warrant that they have the right, power, and authorization to bind their respective entities to the terms of the Agreement.

3.4.13 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.4.14 Agreement Shall Be Controlling. As of the Effective Date of this

Agreement, this Agreement shall supersede, and otherwise be controlling, over any and all provisions of any previous agreements, which shall be of no further force or effect.

**ROSSMOOR COMMUNITY  
SERVICES DISTRICT**

**CLEANNET OF SOUTHERN CALIFORNIA**

By: \_\_\_\_\_  
James D. Ruth  
General Manager

By: \_\_\_\_\_  
Molly Diamant  
Account Executive

**APPROVED AS TO FORM FOR DISTRICT**

By: \_\_\_\_\_  
Tarquin Preziosi  
General Counsel

**EXHIBIT “A”**

## CLEANNET CLEANING SERVICE AGREEMENT

This is a cleaning agreement by and between **CleanNet of Southern California (CleanNet)** and **ROSSMOOR COMMUNITY SERVICES DISTRICT (RCSD) (Customer)** located at: **3001 Blume Drive, CA 90720** "also means the independent franchise operator providing services hereunder.

CleanNet will provide janitorial services to Customer per the attached proposal and per the following terms:

**I. SERVICE CHARGE:** CleanNet's monthly service charge will be **\$1,799.00** for cleaning services per the attached specifications, plus any additional fees for paper products as indicated below plus the applicable taxes. This includes

**II. CHEMICALS & EQUIPMENT:** CleanNet will provide all equipment and OSHA approved cleaning chemicals to clean the premises per attached specifications.

### III. OPTIONS FOR PRODUCTS:

- Option 1:** CleanNet can provide and include for the facility hand towels, trash liners, toilet paper and hand soap on a monthly basis for an additional cost of \$ \_\_\_\_\_ per month. **OR As included above.**
- Option 2 :** CleanNet can provide the hand towels, trash liners, toilet paper and hand soap to the facility and bill the facility per their use. **OR**
- Option 3:** Customer provides its own hand towels, trash liners, toilet paper and hand soap, for restocking.

Paper product invoices may be assessed after 90 days and the price may be adjusted accordingly, as agreed upon by both parties.

**IV. FREQUENCY OF SERVICE:** CleanNet's services are to be performed on a **(7)** time(s) per week basis for restrooms at Rush Park and Rossmoor Park and **(7)** times per week to collect all trash in all park locations, excluding six holidays recognized by CleanNet: New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day.

**Service days are: MON TUE WED TH FR SAT SUN (Circle as Applicable)**

Covered areas:

**VACANCIES:** vacant space will be credited at the rate of \$ \_\_\_\_\_ per month. It is the responsibility of the customer to report all vacancies to CleanNet on the first of the month for that month. Any vacancies reported to CleanNet after the month has ended, and the work has been performed, will not be credited to the Customer.

**V. SPECIAL SERVICES:** In addition to regular janitorial services, CleanNet upon notification by your company agrees to provide the following additional services to your premises at an additional cost of:  
 Stripping and Waxing of floors: \$ \_\_\_\_\_ per/sq. foot strip and wax as needed (not included in monthly service charge). Carpet Cleaning is: \$ \_\_\_\_\_ per Shampoo/or Bonnet method as needed (not included in monthly service charge). Minimum charge for any of the above services will be two hundred dollars (\$200).

**VI. PERFORMANCE:** CleanNet will assign the janitorial services duties under this Agreement to an authorized, trained, insured and bonded CleanNet USA™ franchisee. The franchisee shall thereafter have

## CLEANNET CLEANING SERVICE AGREEMENT

the rights and obligations of a party to this Agreement. The Customer may make a written request for a change of franchisee for poor service or breach by the franchisee of any term of this Agreement.

**VII. DURATION OF AGREEMENT:** This Agreement and all service charges stated in this Agreement are valid for one year from the Effective Date and will be automatically extended and renewed every year thereafter on the Anniversary date of the Effective Date based on same terms and conditions, unless one of the parties gives written notice of termination at least thirty (30) days prior to such anniversary date. If termination notice is given timely, this Agreement will expire at midnight of anniversary date. Otherwise, this Agreement may only be terminated for non-performance as set out in section VIII below. Should changes occur in the work schedule, frequency of service and occupied square footage of premises, then the monthly service charge will be adjusted accordingly. However, any adjustment to this contract would have to be mutually agreed to by your company and CleanNet in writing and signed by both parties. CleanNet will bill its service charge on a monthly basis. Customer agrees to pay CleanNet the total amount due under the terms of this Agreement at the end of the month (Due Date) for that month (by way of example, for services performed during the March, payment is due on or before March 31). Customer also agrees to pay any sales or use tax levied by any taxing authority on the value of services provided or supplies purchased. Payments not received within thirty (30) days past the Due Date are considered late. Interest on late payments will accrue at a rate of 1.5% monthly.

In the event of default on payments, Customer agrees to pay CleanNet's reasonable attorney fees and collection costs. Jurisdiction and venue for any action under this Agreement shall be in the state and county where CleanNet's office is located.

**VIII. TERMINATION/CONTRACT:** CleanNet will perform all janitorial services specified in the attached work schedule in a satisfactory manner. In the event of non-performance by CleanNet, Customer shall first give verbal notification, followed by written notification specifying in detail the nature of any defect or failure in performance by CleanNet. If CleanNet does not cure such default within thirty (30) days of receipt of such notice and such default is not cured to the reasonable satisfaction of Customer at the end of the thirty (30) days (default period), then Customer shall have the right to terminate this Agreement by giving CleanNet thirty (30) days' written notice from the end of the default period. CleanNet reserves the right to terminate this Agreement upon thirty (30) days' prior written notice, with or without cause, or immediately for non-payment by Customer.

**IX. PERSONNEL:** Customer agrees that during terms of this agreement and for ninety (90) days thereafter, Customer will not employ, or permit to be employed, any person who has performed services under this Agreement at Customer's location, including specifically any employees of the CleanNet franchisee performing services hereunder. **Personnel are all paid prevailing wages, in full compliance of the laws of any city, municipal or state laws of California.**

## WE AGREE TO THE TERMS OF THIS AGREEMENT

Company: X \_\_\_\_\_

CleanNet of Southern California Inc.

Signed by: X \_\_\_\_\_

Signed by: \_\_\_\_\_

Molly Diament, Account Executive

Print Name: X \_\_\_\_\_

Date Signed: X \_\_\_\_\_

Date Signed: \_\_\_\_\_

Start Date: X \_\_\_\_\_



**CLEANING SPECIFICATIONS FOR:**

**ROSSMOOR COMMUNITY SERVICES DISTRICT (RCS D):**

3001 Blume Drive  
Rossmoor, CA 90720

**Rush Park**

3001 Blume Drive  
Rossmoor, CA 90720

**Clean Restrooms (2 Restrooms) and collect trash  
Approximately 15 Trash Containers**

**Rossmoor Park**

3232 Hedwig Road  
Rossmoor CA 90720

**Clean Restrooms (2 Restrooms) and collect trash  
Approximately 32 Trash Containers**

**Montecito Center**

12341 Montecito Road  
Rossmoor, CA 90720

**Trash Collection Only and Depository for all parks  
2 Trash Containers**

**Kempton Park**

Kempton Drive  
Rossmoor, CA 90720

**Trash Collection Only  
1 Trash Container**

**Foster Mini-Park**

Foster Road  
Rossmoor, CA 90720

**Trash Collection Only  
1 Trash Container**

**I. RESTROOMS - 7X PER WEEK: Monday through Sunday****DAILY / EACH VISIT**

- All restroom fixtures thoroughly cleaned and sanitized, all metal surfaces cleaned and polished.
- All restroom partition dusted and cleaned.
- All restroom floors, walls behind urinals and rest room partitions washed and cleaned with a germicidal detergent.
- Refill soap, towels, tissue, and napkin dispensers, seat covers.
- Collect trash and replace plastic liners.

**MONTHLY**

- All toilet bowls de-limed.

**II. TRASH- 7X PER WEEK: Monday through Sunday****DAILY / EACH VISIT**

- Collect trash in all 5 parks and deposit all trash in the designated dumpster area at Montecito Center.
- Only trash placed in waste containers will be removed.
- Remote to open gate and keys will be provided.

**III. LOG BOOK****DAILY / EACH VISIT**

- Cleaning supervisor to review, sign and date log book to insure all customer instructions have been addressed.
- Check all doors and lights.
- Record all unusual conditions observed by cleaning crew, i.e. doors left unlocked in the log book.

**IV. DAMAGE REPORT****DAILY / EACH VISIT**

- Record and report any damage, breakage, plumbing problems or maintenance needs in log book and notify property manager immediately.

**VI. DOORS AND LIGHTS****DAILY / EACH VISIT**

- Upon completion of work extinguish lights and lock all doors.
- Only the designated safety exit lights will be left on.
- Arm alarm systems (if applicable) in designated areas.

**VII. OTHER ITEMS TO BE DONE NOT LISTED ABOVE**

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**VIII. EXCLUDED AREAS**

- \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_





This proposal includes the monthly cost of supplies which are fully provided by CleanNet of Southern California:

- Jumbo Toilet Paper
- Regular Toilet Paper
- Foam Soap
- Seat Covers
- Large Trash Bags
- Paper Towels

Total Cost Per Month: **\$1,799.00**

Monthly Supplies will be billed separately but are included in the contract cost.

**Personnel are offered prevailing wages in accordance of city, municipal and state laws of California.**



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/23/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Exchange Underwriters, Inc 121 West Pike Street Canonsburg PA 15317	<b>CONTACT NAME:</b> Susan Kernan <b>PHONE (A/C, No, Ext):</b> 724-745-1600 <b>FAX (A/C, No):</b> 724-745-0224 <b>E-MAIL ADDRESS:</b> skernan@exchangeunderwriters.com														
<b>INSURED</b> CNU-001 CleanNet of Southern California, Inc. 10330 Pioneer Blvd Ste 102 Santa Fe Spring CA 90670	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Peerless Indemnity</td> <td style="text-align: center;">18333</td> </tr> <tr> <td>INSURER B : Peerless Insurance Co.</td> <td style="text-align: center;">24198</td> </tr> <tr> <td>INSURER C : AmGuard Insurance Company</td> <td style="text-align: center;">25844</td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Peerless Indemnity	18333	INSURER B : Peerless Insurance Co.	24198	INSURER C : AmGuard Insurance Company	25844	INSURER D :		INSURER E :		INSURER F :	
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**COVERAGES**

CERTIFICATE NUMBER: 1924395572

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b> <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC	Y	Y	CBP8439302 A/O STATES	9/1/2017	9/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 15,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS	Y		CBP8439302 A/O STATES	9/1/2017	9/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$			CU8952777	9/1/2017	9/1/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		Y	CLW818623	9/1/2017	9/1/2018	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Third Party Theft			CBP8336426 A/O STATES	9/1/2017	9/1/2018	Limit 25,000

## DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Additional Insured status applies with respects to General Liability on a primary and non-contributory basis and Automobile Liability when required by CleanNet billed contract. Participating Franchisees are covered for General Liability, Workers Compensation and Bond. General Liability and Workers Compensation Waiver of Subrogation applies when required by Contract. Umbrella Policy follows form over the General Liability, Automobile Liability and Workers Compensation policies.

**CERTIFICATE HOLDER****CANCELLATION**

RossMoor Community Services District 3001 Blume Drive RossMoor CA 90720	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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<b>Policy Number: CBP 8439302</b>	
<b>Coverage Is Provided In PEERLESS INDEMNITY INSURANCE COMPANY</b>	
<b>Named Insured:</b> CLEANNET USA INC CLEANNET OF BALTIMORE REFER TO NAMED INSURED SCHEDULE	<b>Agent:</b> EXCHANGE UNDERWRITERS INC  <b>Agent Code: 3711787      Agent Phone: (724)-745-1600</b>

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**COMMERCIAL GENERAL LIABILITY EXTENSION ENDORSEMENT**

This endorsement modifies insurance under the

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE
The following endorsement provision does not apply when "X" is shown in the space provided below:
<input type="checkbox"/> Provision C. <b>PROPERTY DAMAGE – BORROWED EQUIPMENT</b> does not apply
<input type="checkbox"/> Provision D. <b>PROPERTY DAMAGE – CUSTOMERS' GOODS</b> does not apply
<input type="checkbox"/> Provision G. <b>MEDICAL PAYMENTS EXTENSION</b> does not apply
<input type="checkbox"/> Provision I. <b>ADDITIONAL INSURED – BY CONTRACT, AGREEMENT OR PERMIT</b> does not apply
<input type="checkbox"/> Provision J. <b>ADDITIONAL INSURED – VENDORS</b> does not apply
<input type="checkbox"/> Provision K. <b>BROAD FORM NAMED INSURED</b> does not apply
<input type="checkbox"/> Provision L. <b>FAILURE TO DISCLOSE HAZARDS AND PRIOR OCCURRENCES</b> does not apply
<input type="checkbox"/> Provision M. <b>KNOWLEDGE OF OCCURRENCE, OFFENSE, CLAIM OR SUIT</b> does not apply

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement)

With respect to coverage afforded by this endorsement, the provisions of the policy apply unless modified by the endorsement.

**A. NON-OWNED AIRCRAFT**

Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, exclusion g. **Aircraft, Auto Or Watercraft** does not apply to an aircraft provided:

1. It is not owned by any insured;
2. It is hired, chartered or loaned with a trained paid crew;
3. The pilot in command holds a currently effective certificate, issued by the duly constituted authority of the United States of America or Canada, designating her or him a commercial or airline pilot; and
4. It is not being used to carry persons or property for a charge.

However, the insurance afforded by this provision does not apply if there is available to the insured other valid and collectible insurance, whether primary, excess (other than insurance written to apply specifically in excess of this policy), contingent or on any other basis, that would also apply to the loss covered under this provision.

**B. NON-OWNED WATERCRAFT**

Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, provision (2)(a) of exclusion g. **Aircraft, Auto Or Watercraft** is replaced by the following:

This exclusion does not apply to:

(2) A watercraft you do not own that is:

(a) Less than 51 feet long; and

**C. PROPERTY DAMAGE – BORROWED EQUIPMENT**

1. Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, provision (4) of exclusion j. **Damage To Property** does not apply to "property damage" to borrowed equipment while that equipment is not being used to perform operations at the job site.

2. Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, the following is added to Condition 4. **Other Insurance**, paragraph b. **Excess Insurance**:

The insurance afforded by provision C. in the Commercial General Liability Extension Endorsement is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is property insurance.

3. This endorsement provision C. does not apply when it is shown in the Schedule as not applicable.

**D. PROPERTY DAMAGE – CUSTOMERS' GOODS**

1. Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, provisions (3), (4) and (6) of exclusion j. **Damage To Property** do not apply to "property damage" to "customers' goods" while on your premises.

2. Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, the following is added to Condition 4. **Other Insurance**, paragraph b. **Excess Insurance**:

The insurance afforded by provision D. in the Commercial General Liability Extension Endorsement is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is property insurance.

3. The following is added to **SECTION V – DEFINITIONS**:

"Customers' goods" means property of your customer on your premises for the purpose of being worked on or used in your manufacturing process.

4. This endorsement provision D. does not apply when it is shown in the Schedule as not applicable.

**E. PROPERTY DAMAGE LIABILITY – ELEVATORS**

1. Under paragraph 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**, provisions (3), (4) and (6) of exclusion j. **Damage To Property** do not apply if such "property damage" results from the use of elevators.

2. The following is added to **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Condition 4. **Other Insurance**, paragraph b. **Excess Insurance**:

The insurance afforded by provision E. in the Commercial General Liability Extension Endorsement is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is property insurance.

**F. DAMAGE BY FIRE, LIGHTNING, EXPLOSION, SMOKE OR LEAKAGE**

If Damage To Premises Rented To You is not otherwise excluded from this Coverage Part:

1. Under subsection 2. Exclusions of **COVERAGE A BODILY INJURY AND PROPERTY DAMAGE LIABILITY (SECTION I)**:

a. The fourth from the last paragraph of exclusion j. **Damage To Property** is replaced by the following:

Paragraphs (1), (3) and (4) of this exclusion do not apply to "property damage" (other than damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems) to premises, including the contents of such premises, rented to you for a period of 7 or fewer consecutive days. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III – LIMITS OF INSURANCE**.

- b. The last paragraph of subsection 2. **Exclusions** is replaced by the following:

Exclusions c. through n. do not apply to damage by fire, lightning, explosion, smoke, or leakage from automatic fire protection systems to premises while rented to you or temporarily occupied by you with permission of the owner. A separate limit of insurance applies to Damage To Premises Rented To You as described in **SECTION III – LIMITS OF INSURANCE**.

2. Paragraph 6. under **SECTION III – LIMITS OF INSURANCE** is replaced by the following:

6. Subject to 5. above, the Damage To Premises Rented To You Limit is the most we will pay under Coverage A for damages because of "property damage" to any one premises, while rented to you, or in the case of damage by fire, lightning, explosion, smoke, or leakage from automatic protection systems, while rented to you or temporarily occupied by you with permission of the owner. This limit is the greater of:

a. \$300,000; or

b. The amount shown in the Declarations for Damage To Premises Rented To You Limit.

3. The word "fire" is changed to "fire, lightning, explosion, smoke, or leakage from automatic fire protection systems" where it appears in:

a. **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, Condition 4. **Other Insurance**, paragraph b. **Excess Insurance**, subparagraph (1)(b); and

b. **SECTION V – DEFINITIONS**, paragraph 9.a.

#### G. MEDICAL PAYMENTS EXTENSION

1. **SECTION III – LIMITS OF INSURANCE**, paragraph 7. is replaced by the following:

7. Subject to 5. above, the Medical Expense Limit is the most we will pay under Coverage C. for all medical expenses because of "bodily injury" sustained by any one person. The Medical Expense Limit is the greater of:

a. \$15,000; or

b. The Medical Expense Limit shown in the Declarations.

2. Under provision 1. **Insuring Agreement of COVERAGE C MEDICAL PAYMENTS (SECTION I)**, the second subparagraph (2) of paragraph a. is replaced by the following:

(2) The expenses are incurred and reported to us within three years of the date of the accident; and

3. This endorsement provision G. does not apply when:

a. It is shown in the Schedule as not applicable; or

b. **COVERAGE C. MEDICAL PAYMENTS (SECTION I)** is otherwise excluded from this Coverage Part.

#### H. EXTENSION OF SUPPLEMENTARY PAYMENTS – COVERAGES A AND B

Under **SUPPLEMENTARY PAYMENTS – COVERAGES A AND B**:

1. Paragraph 1.b. is replaced by the following:

b. Up to \$2500 for cost of bail bonds required because of accidents or traffic law violations arising out of the use of any vehicle to which the Bodily Injury Liability Coverage applies. We do not have to furnish these bonds.

2. Paragraph 1.d. is replaced by the following:

d. All reasonable expenses incurred by the insured at our request to assist us in the investigation or defense of the claim or "suit", including actual loss of earnings up to \$300 a day because of time off from work.

#### I. ADDITIONAL INSURED – BY CONTRACT, AGREEMENT OR PERMIT

Paragraph 2. under **SECTION II – WHO IS AN INSURED** is amended to include as an insured any person or organization when you and such person or organization have agreed in writing in a contract, agreement or permit that such person or organization be added as an additional insured on your policy to provide insurance such as is afforded under this Coverage Part. Such person or organization is an additional insured only with respect to liability arising out of:

a. Your ongoing operations performed for that person or organization; or

b. Premises or facilities owned or used by you.

With respect to provision 1.a. above, a person's or organization's status as an insured under this endorsement ends when your operations for that person or organization are completed.

With respect to provision 1.b. above, a person's or organization's status as an insured under this endorsement ends when their contract or agreement with you for such premises or facilities ends.

2. This endorsement provision I. does not apply:
  - a. Unless the written contract or agreement has been executed, or permit has been issued, prior to the "bodily injury", "property damage" or "personal and advertising injury";
  - b. To "bodily injury" or "property damage" occurring after:
    - (1) All work, including materials, parts or equipment furnished in connection with such work, in the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
    - (2) That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project;
  - c. To the rendering of or failure to render any professional services including, but not limited to, any professional architectural, engineering or surveying services such as:
    - (1) The preparing, approving, or failing to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawings and specifications; and
    - (2) Supervisory, inspection, architectural or engineering activities;
  - d. To "bodily injury", "property damage" or "personal and advertising injury" arising out of any act, error or omission that results from the additional insured's sole negligence or wrongdoing;
  - e. To any person or organization included as an insured under provision J. of this endorsement;
  - f. To any person or organization included as an insured by a separate additional insured endorsement issued by us and made a part of this policy; or
  - g. When it is shown in the Schedule as not applicable.

#### J. ADDITIONAL INSURED – VENDORS

Paragraph 2. under **SECTION II – WHO IS AN INSURED** is amended to include as an insured any person or organization (referred to below as "vendor") with whom you agreed, in a written contract or agreement to provide insurance such as is afforded under this policy, but only with respect to "bodily injury" or "property damage" arising out of "your products" which are distributed or sold in the regular course of the vendor's business, subject to the following additional exclusions:

1. The insurance afforded the vendor does not apply to:
  - a. "Bodily injury" or "property damage" for which the vendor is obligated to pay damages by reason of the assumption of liability in a contract or agreement. This exclusion does not apply to liability for damages that the vendor would have in the absence of the contract or agreement;
  - b. Any express warranty unauthorized by you;
  - c. Any physical or chemical change in the product made intentionally by the vendor;
  - d. Repackaging, unless unpacked solely for the purpose of inspection, demonstration, testing, or substitution of parts under instructions from the manufacturer, and then repackaged in the original container;
  - e. Any failure to make such inspections, adjustments, tests or servicing as the vendor has agreed to make or normally undertakes to make in the course of business, in connection with the distribution or sale of the products;
  - f. Demonstration, installation, servicing or repair operations, except such operations performed at the vendor's premises in connection with the sale of the product;
  - g. Products which, after distribution or sale by you, have been labeled or relabeled or used as a container, part or ingredient of any other thing or substance by or for the vendor; or
  - h. To "bodily injury" or "property damage" arising out of any act, error or omission that results from the additional insured's sole negligence or wrongdoing.

2. This insurance does not apply to any insured person or organization, from whom you have acquired such products, or any ingredient, part or container, entering into, accompanying or containing such products.
3. This endorsement provision J. does not apply when it is shown in the Schedule as not applicable.

**K. BROAD FORM NAMED INSURED**

1. **SECTION II – WHO IS AN INSURED** is amended to include as an insured any legally incorporated entity of which you own more than 50 percent of the voting stock during the policy period.
2. Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, the following is added to Condition 4. **Other Insurance, paragraph b. Excess Insurance:**

This insurance is excess over any of the other insurance, whether primary, excess, contingent or on any other basis, that is available to an insured solely by reason of ownership by you of more than 50 percent of the voting stock.

3. Paragraph 2. of this endorsement provision K. does not apply to a policy written to apply specifically in excess of this policy.
4. This endorsement provision K. does not apply when it is shown in the Schedule as not applicable.

**L. FAILURE TO DISCLOSE HAZARDS AND PRIOR OCCURRENCES**

1. Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, the following is added to Condition 6. **Representations:**

Your failure to disclose all hazards or prior "occurrences" existing as of the inception date of the policy shall not prejudice the coverage afforded by this policy provided such failure to disclose all hazards or prior "occurrences" is not intentional.

2. This endorsement provision L. does not apply when it is shown in the Schedule as not applicable.

**M. KNOWLEDGE OF OCCURRENCE, OFFENSE, CLAIM OR SUIT**

1. Under **SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**, the following is added to Condition 2. **Duties in the Event of Occurrence, Offense, Claim Or Suit:**

Knowledge of an "occurrence", offense, claim or "suit" by an agent, servant or "employee" of any insured shall not in itself constitute knowledge of the insured unless an insured listed under paragraph 1. of **SECTION II – WHO IS AN INSURED** or a person who has been designated by them to receive reports of occurrences, offenses, claims and "suits" shall have received such notice from the agent, servant or "employee".

2. This endorsement provision M. does not apply when it is shown in the Schedule as not applicable.

**N. LIBERALIZATION CLAUSE**

If we revise this Commercial General Liability Extension Endorsement to provide more coverage without additional premium charge, your policy will automatically provide the coverage as of the day the revision is effective in your state. This does not apply to provisions that are shown in the Schedule as not applicable.

**O. BODILY INJURY REDEFINED**

Under **SECTION V – DEFINITIONS**, definition 3. is replaced by the following:

3. "Bodily Injury" means physical injury, sickness or disease sustained by a person. This includes mental anguish, mental injury, shock, fright or death that results from such physical injury, sickness or disease.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS  
TO US – WHEN REQUIRED IN A CONTRACT OR AGREEMENT WITH YOU**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

The **TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US** Condition (**Section IV – COMMERCIAL GENERAL LIABILITY CONDITIONS**) is amended by the addition of the following:

We waive any right of recovery we may have against a person or organization because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard" provided:

1. You and that person or organization have agreed in writing in a contract or agreement that you waive such rights against that person or organization; and
2. The injury or damage occurs subsequent to the execution of the written contract or agreement.



**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – AMENDMENT OF CANCELLATION PROVISIONS  
OR COVERAGE CHANGE**

Any term or provision of the Cancellation Conditions of the policy or any endorsement amending or replacing such Conditions is amended by the following:

If you have agreed in a written contract or written agreement to provide a person or organization who qualifies as an additional insured under this policy a notice of cancellation and/or material change that reduces or restricts the insurance afforded by this Coverage Part we agree to the following:

- a. Provide 30 days prior written cancellation notice for reasons other than nonpayment of premium and/or 30 days prior written notice of coverage change per schedule of additional insureds provided to us.

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17-491 (10/10)

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**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**ADDITIONAL INSURED – AUTOMATIC STATUS WHEN  
REQUIRED IN CONSTRUCTION AGREEMENT WITH YOU –  
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

- A. Paragraph 2. under Section II – Who Is An Insured** is amended to include as an insured any person or organization whom you have agreed to add as an additional insured in a written contract or written agreement. Such person or organization is an additional insured but only with respect to liability for "bodily injury" or "property damage":
1. Caused by "your work" performed for that additional insured that is the subject of the written contract or written agreement; and
  2. Included in the "products-completed operations hazard".

The insurance provided by this endorsement applies only if the written contract or written agreement is signed prior to the "bodily injury" or "property damage".

We have no duty to defend an additional insured under this endorsement until we receive written notice of a "suit" by the additional insured as required in Paragraph b. of Condition 2. **Duties In The Event Of Occurrence, Offense, Claim Or Suit** under **Section IV – Commercial General Liability Conditions**.

- B. With respect to the insurance provided by this endorsement, the following are added to Paragraph 2. Exclusions under Section I – Coverage A – Bodily Injury And Property Damage Liability:**

This insurance does not apply to:

1. "Bodily injury" or "property damage" that occurs prior to you commencing operations at the location where such "bodily injury" or "property damage" occurs.
  2. "Bodily injury" or "property damage" arising out of the rendering of, or the failure to render, any professional architectural, engineering or surveying services including:
    - a. The preparing, approving or failure to prepare or approve, maps, shop drawings, opinions, reports, surveys, field orders, change orders or drawing and specifications; and
    - b. Supervisory, inspection, architectural or engineering activities.
- C. The limits of insurance applicable to the additional insured are those specified in a written contract or written agreement or the limits of insurance as stated in the declarations of this policy and defined Section III – Limits of Insurance of this policy, whichever are less. These limits are inclusive of and not in addition to the limits of insurance available under this policy.**
- D. With respect to the insurance afforded by this endorsement, Section IV – Commercial General Liability Conditions is amended as follows:**
1. The following is added to Paragraph 2. **Duties In The Event Of Occurrence, Offense, Claims Or Suit**  
An additional insured under this endorsement will as soon as practicable:
    - a. Give written notice of an "occurrence" or an offense that may result in a claim or "suit" under this insurance to us;
    - b. Tender the defense and indemnity of any claim or "suit" to all insurers whom also have insurance available to the additional insured; and
    - c. Agree to make available any other insurance which the additional insured has for a loss we cover under this Coverage Part.
    - d. We have no duty to defend or indemnify an additional insured under this endorsement until we receive written notice of a "suit" by the additional insured.

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09/01/2017

8439302

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OCAOPPN 00000175 Page 173

2. Paragraph 4. of Section IV – Commercial General Liability Conditions is amended as follows:

a. The following is added to Paragraph a. Primary Insurance:

If an additional insured's policy has an Other Insurance provision making its policy excess, and you have agreed in a written contract or written agreement to provide the additional insured coverage on a primary and noncontributory basis, this policy shall be primary and we will not seek contribution from the additional insured's policy for damages we cover.

b. The following is added to Paragraph b. Excess Insurance:

When a written contract or written agreement, other than a premises lease, facilities rental contract or agreement, an equipment rental or lease contract or agreement, or permit issued by a state or political subdivision between you and an additional insured does not require this insurance to be primary or primary and non-contributory, this insurance is excess over any other insurance for which the additional insured is designated as a Named Insured.

Regardless of the written agreement between you and an additional insured, this insurance is excess over any other insurance whether primary, excess, contingent or on any other basis for which the additional insured has been added as an additional insured on other policies.

RENEWAL



ITEM ONE

Forming a part of

<b>Policy Number: CBP 8439302</b>	
<b>Coverage is Provided In PEERLESS INDEMNITY INSURANCE COMPANY</b>	
<b>Named Insured:</b> CLEANNET USA INC CLEANNET OF BALTIMORE REFER TO NAMED INSURED SCHEDULE	<b>Agent:</b> EXCHANGE UNDERWRITERS INC  <b>Agent Code: 3711787      Agent Phone: (724)-745-1600</b>

**COMMERCIAL AUTO COVERAGE PART  
BUSINESS AUTO COVERAGE FORM DECLARATIONS**

ITEM TWO

**SCHEDULE OF COVERAGES AND COVERED AUTOS**

Each of the coverages below will apply only to those "autos" shown as covered "autos." "Autos" are shown as covered "autos" for a particular coverage by the entry of one or more of the symbols from the COVERED AUTO section of the Business Auto Coverage Form next to the name of the coverage.

COVERAGES	COVERED AUTOS	LIMITS	PREMIUM
		The most we will pay for any one accident or loss	
LIABILITY	8, 9	\$ 1,000,000	\$ 174.00
PREMIUM FOR ENDORSEMENTS			\$ 0.00
ESTIMATED TOTAL PREMIUM			\$ 174.00
This policy may be subject to final audit.			

**FORMS AND ENDORSEMENTS**

Forms and Endorsements applying to this coverage part and made a part of this policy:

Form Number	Description
16-131 - 0311	CHANGES IN WHO IS AN INSURED
16-87 - 1109	WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS
CA0001 - 1001	BUSINESS AUTO COVERAGE FORM
CA0047 - 0803	MARYLAND WAR EXCLSUION
CA0106 - 0394	COLORADO & MD CHANGES-COLLISION COVERAGE IN MEXICO
CA0170 - 0805	MARYLAND CHANGES
CA0215 - 0115	MARYLAND CANCELLATION CHANGES
CA2384 - 0106	EXCLUSION OF TERRORISM
CA9909 - 1097	DC EMPLOYEES USING AUTOS IN GOVERNMENT BUSINESS-MD
IL0003 - 0907	CALCULATION OF PREMIUM
IL0270 - 0912	CALIFORNIA CHANGES - CANCELLATION AND NONRENEWAL

**COMMERCIAL AUTO COVERAGE PART  
BUSINESS AUTO COVERAGE FORM DECLARATIONS (continued)**

**FORMS AND ENDORSEMENTS**

Forms and Endorsements applying to this coverage part and made a part of this policy:

Form Number	Description
17-105CA-A - 1095	ENDORSEMENT

**ITEM FOUR**

**SCHEDULE OF HIRED OR BORROWED COVERED AUTO COVERAGE AND PREMIUMS**

Cost of hire means the total amount you incur for the hire of "autos" you don't own (not including "autos" you borrow or rent from your partners or employees or their family members). Cost of hire does not include charges for service performed by motor carriers of property or passengers.

LIABILITY COVERAGE				
State	Estimated Cost of Hire For Each State	Rate Per Each \$100 Cost of Hire	Factor (If Liab. Cov. Is Primary)	Premium
MD	\$ IF ANY	\$ 3.69		\$ 68.00
<b>TOTAL PREMIUM</b>				<b>\$ 68.00 MP</b>

**ITEM FIVE**

**SCHEDULE FOR NON-OWNERSHIP LIABILITY**

NAMED INSURED'S BUSINESS	RATING BASIS	NUMBER	PREMIUM
Other than a Social Service Agency	Number of Employees	0 - 25	\$ 106.00
	Number of Partners		\$
Social Service Agency	Number of Employees		\$
	Number of Volunteers		\$
<b>TOTAL PREMIUM</b>			<b>\$ 106.00</b>

Copyright, Insurance Services Office, Inc., 1990

Date Issued: 08/23/2017



<b>Policy Number:</b> CBP 8439302		<b>Prior Policy:</b> 8336426	
<b>Policy Period:</b> 09/01/2017 To: 09/01/2018 12:01 am Standard Time at the Mailing Address of the Named Insured			
<b>Coverage Is Provided In</b> PEERLESS INDEMNITY INSURANCE COMPANY			
<b>Billing Type:</b> DIRECT BILL		12 EQUAL	<b>ACCOUNT NUMBER:</b> 801285390
<b>Named Insured and Mailing Address:</b> CLEANNET USA INC CLEANNET OF BALTIMORE 9861 BROKEN LAND PKWY STE 208 COLUMBIA MD 21046		<b>Agent:</b> EXCHANGE UNDERWRITERS INC 121 W PIKE ST PO BOX 480 CANONSBURG PA 15317-0480  <b>Agent Code:</b> 3711787 <b>Agent Phone:</b> (724)-745-1600	

**Reason for Amendment:** ENDORSEMENT

**Transaction Effective Date:** 10/25/2017

**Premium for this Transaction:** \$ 0.00

**STATEMENT OF ACCOUNT**

Acct Date	Premium	Commission Percent	Surcharge/ Assessment	Commission Percent	Total Due
11/2017	\$ 0.00	15.00%	\$ 0.00	0.00%	\$ 0.00
<b>Total Premium Charged:</b>					\$ 0.00

Date Issued: 11/06/2017

ENDORSEMENT



<b>Policy Number:</b> CBP8439302		<b>Prior Policy:</b> 8336426	
<b>Billing Type:</b> DIRECT BILL			
<b>Coverage Is Provided In</b> PEERLESS INDEMNITY INSURANCE COMPANY			
<b>Named Insured and Mailing Address:</b> CLEANNET USA INC CLEANNET OF BALTIMORE 9861 BROKEN LAND PKWY STE 208 COLUMBIA MD 21046		<b>Agent:</b> EXCHANGE UNDERWRITERS INC 121 W PIKE ST PO BOX 480 CANONSBURG PA 15317-0480	
		<b>Agent Code:</b> 3711787	<b>Agent Phone:</b> (724)-745-1600

**POLICY CHANGE ENDORSEMENT**

**POLICY PERIOD:** From: 09/01/2017 To: 09/01/2018 at 12:01 AM Standard Time at your mailing address shown above.

**DESCRIPTION OF CHANGE** **CHANGE EFFECTIVE DATE:** 10/25/2017

ADDING FORM 22-111 AMENDMENT OF OTHER INSURANCE

Original Annual Premium	\$	161,301.00		
New Annualized Premium	\$	161,301.00	NO PREMIUM CHANGE	\$ 0.00

Countersigned: By \_\_\_\_\_  
Authorized Representative
Date

Date Issued: 11/06/2017

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**AMENDMENT OF OTHER INSURANCE CONDITION**

This endorsement modifies insurance provided under the following:

**COMMERCIAL GENERAL LIABILITY COVERAGE PART**

**A. The following is added to provision a. Primary Insurance of paragraph 4. Other Insurance under SECTION IV – COMMERCIAL GENERAL LIABILITY CONDITIONS:**

However, when an additional insured has been added to this Coverage Part by attachment of an endorsement, we will not seek contribution from the "additional insured's own insurance" provided that:

(1) You and the additional insured have agreed in a written contract that this insurance is primary and non-contributory; and

(2) The "bodily injury" or "property damage" occurs, or the "personal and advertising injury" is committed, subsequent to the execution of such contract.

**B. For the purposes of this endorsement the following is added to SECTION V – DEFINITIONS:**

"Additional insured's own insurance" means other insurance for which the additional insured is designated as a Named Insured.



Brightview Maintenance Contract  
4-10-18  
Board of Directors Meeting

Current Contract - Valley Crest - Brightview

	2015	\$73,000
*	2016	\$73,000
	2017	\$73,000

Original Proposed Contract Brightview 4-1-18

	2018	\$98,249
	2019	\$106,437
	2020	\$106,437

Items Negotiated out of Proposed Contract

Janitorial Services

Fertilizing twice per year, instead of four times

Additional one Maintenance Man two days per week

Cleaning Barbeques weekly

New Brightview Proposed Maintenance Contract

	2018	\$48,240
	2019	\$52,446
	2020	\$55,068

Separate Bid Janitorial Contract (3) Bids received

*Not for Public Information at this time*

	2018	\$21,588
		\$33,660
		\$42,391.56

Bring Back to Board for Action in May

## ROSSMOOR COMMUNITY SERVICES DISTRICT

### AGENDA ITEM H-3

**Date:** May 8, 2018  
**To:** Honorable Board of Directors  
**From:** General Manager  
**Subject:** BALLOT AND DECLARATION OF QUALIFICATION TO VOTE RE:  
LAFCO ALTERNATE SPECIAL DISTRICT MEMBER.

#### **RECOMMENDATION:**

Discussion and possible action to select candidate for election as Alternate Special District Member to LAFCO and to authorize General Manager to submit Ballot to LAFCO.

#### **BACKGROUND:**

At its March 13, 2018 regular board meeting, two candidates for the Regular Special District Member seat addressed the Board regarding their qualifications and asked for its vote.

Since the nomination deadline fell on April 9, 2018, one day prior to the April 10, 2018 RCSD regular Board Meeting, the RCSD Board held a Special Meeting on March 20, 2018 and nominated candidate Doug Davert for the regular Special District Member seat. Director Ron Casey as the Board Representative to the Independent Special Districts of Orange County (ISDOC), was designated as the District's voting member (*The District may also designate an alternate voting representative*). The nomination was sent to OC LAFCO prior to the deadline of April 9, 2018.

The District was notified by LAFCO that the nomination period for the OC LAFCO Regular and Alternate Special District seats officially closed on Monday, April 9, 2018 and confirmed the receipt of the District's nomination and qualification to vote.

At its April 13, 2018 regular board meeting two candidates for the Alternate Special District Member seat addressed the Board regarding their qualifications and asked for its vote. Attached is a LAFCO Email listing the nominations for each seat. Also attached are the resumes and candidate statements of all candidates for the Alternate seat, and two ballots, one for the regular seat and one for the alternate seat. The term of office for both

seats expires June 30, 2022. In accordance with the schedule for the appointment process, all ballots must be submitted to LAFCO no later than 3:00 p.m. on Friday, May 25, 2018.

**ATTACHMENTS:**

1. Email date March 5, 2018 from LAFCO Executive Director Carolyn Emery to District President Tony DeMarco re: Election Process.
2. Signed Nomination Form and Declaration of Qualification to Vote, dated March 20, 2018 and email confirmation.
3. Ballot-Alternate Special District Member
4. Ballot-Regular Special District Member
5. Resume of Mr. James Fisler, Incumbent
6. Resume of Mr. Robert Ooten, Candidate

**From:** [Cheryl Carter-Benjamin](#)  
**To:** [RCSD](#)  
**Cc:** [Liz Deering](#)  
**Subject:** Nomination Process for OC LAFCO Regular and Alternate Special District Member Seats  
**Date:** Monday, March 05, 2018 5:55:43 PM  
**Attachments:** [image001.png](#)  
[DeMARCO.PDF](#)

---

Dear Presiding Officers, General Managers and Special District Board Clerks:

Please see the attached letter announcing the nomination process for the appointment by the Special District Selection Committee of the OC LAFCO Special District Regular and Alternate Member seats. If you have any questions regarding this process, feel free to contact Executive Officer, Carolyn Emery or the Commission Clerk, Cheryl Carter-Benjamin at (714) 640-5100.

Best regards,

Carolyn Emery  
Executive Officer  
[cemery@oclafco.org](mailto:cemery@oclafco.org)  
(714) 640-5100

*Cheryl Carter-Benjamin*  
Office Manager/Commission Clerk  
**ORANGE COUNTY LAFCO**  
[ccarter-benjamin@oclafco.org](mailto:ccarter-benjamin@oclafco.org)  
714.640.5100 (Main)



**From:** [Carolyn Emery](#)  
**To:** [Liz Deering](#)  
**Cc:** [Cheryl Carter-Benjamin](#)  
**Subject:** RE: 2018 LAFCO Nomination Form  
**Date:** Thursday, March 22, 2018 9:44:30 AM

---

Thanks Liz. I am confirming receipt of the District's nomination and Declaration of Qualification to Vote.

Tell Jim hello and hope all is well.

Carolyn Emery  
Executive Officer  
[cemery@oclafco.org](mailto:cemery@oclafco.org)  
(714) 640-5100



***Please note this office is closed every other Friday. You may download the OC LAFCO annual calendar at [www.oclafco.org](http://www.oclafco.org).***

---

**From:** Liz Deering  
**Sent:** Thursday, March 22, 2018 8:28 AM  
**To:** Carolyn Emery  
**Cc:** James Ruth  
**Subject:** 2018 LAFCO Nomination Form  
**Importance:** High

Good Morning Carolyn,

Please find the attached Rossmoor 2018 LAFCO Nomination Form and Declaration of Qualification to Vote. Please contact us if you have any questions.

Kind Regards,  
Liz

**Liz Deering**

---

**From:** Cheryl Carter-Benjamin  
**Sent:** Monday, April 09, 2018 3:06 PM  
**To:** Debra Kurita  
**Cc:** Carolyn Emery; Gavin Centeno  
**Subject:** End of Nomination Process for OC LAFCO Regular and Alternate Special District Member Seats

**Importance:** High

Dear Presiding Officers,

The nomination period for the OC LAFCO Regular and Alternate Special District seats officially closed today, **Monday, April 9, 2018**, at 3:00 p.m.

Below are the nominations received for each seat:

**Regular Special District Member:**

1. Fred Adjarian, El Toro Water District
2. Cecilia Aguinaga, Orange County Mosquito & Vector Control District
3. Duane D. Cave, Moulton Niguel Water District
4. Douglass S. Davert, East Orange County Water District

**Alternate Special District Member:**

1. James Fisler, Mesa Water District
2. Robert "Bob" Ooten, Costa Mesa Sanitary District

Two ballots, one for the regular special district member and one for the alternate special district member, will be sent by email on **Tuesday, April 17, 2018** to independent special district presiding officers or designees as identified in the respective Declaration of Qualification to Vote. In accordance with the schedule for the appointment process, all ballots are due to OC LAFCO **by 3:00 p.m. on Friday, May 25, 2018.**

If you have any questions regarding the process, please contact me or our Commission Clerk Cheryl Carter-Benjamin at (714) 640-5100.

Sincerely,

Carolyn Emery  
Executive Officer  
[XXXXXXXXXXXXXXXXXXXX](#)  
[XXXXXXXXXXXXXXXXXXXX](#)

# Nomination for OC LAFCO Regular Special District Member Seat

[Cheryl Carter-Benjamin <ccarter-benjamin@oclafco.org>](mailto:ccarter-benjamin@oclafco.org)

Thu 4/12/2018 3:47 PM

To: Debra Kurita <dkurita@oclafco.org>;

**TO: Independent Special Districts Presiding Officers and General Managers,**

This is to inform you that Duane Cave of Moulton Niguel Water District is withdrawing his candidacy for the OC LAFCO Regular Special District Member seat. As Mr. Cave withdrew his candidacy prior to the final preparation of the official ballot, his name will not appear on the ballot for the regular special district member seat that will be distributed on Tuesday, April 17, 2018.

If you have any questions regarding the process, please contact me or our Commission Clerk Cheryl Carter-Benjamin at (714) 640-5100.

Carolyn Emery  
Executive Officer  
[cemery@oclafco.org](mailto:cemery@oclafco.org)  
(714) 640-5100

*Cheryl Carter-Benjamin*

Office Manager/Commission Clerk  
**ORANGE COUNTY LAFCO**  
[ccarter-benjamin@oclafco.org](mailto:ccarter-benjamin@oclafco.org)  
714.640.5100 (Main)



# 2018 NOMINATION FORM

Candidate for the Orange County Local Agency Formation Commission (OCLAFCO)

## CANDIDATE INFORMATION FOR REGULAR SPECIAL DISTRICT MEMBER:

NAME: Doug Davert

TITLE: President

DISTRICT: East Orange County Water District

Check box if resume or statement of qualifications is attached.

## SPECIAL DISTRICT SELECTION COMMITTEE MEMBER SUBMITTING NOMINATION (Must be the presiding officer or a designated alternate board member.)

NAME: Ron Casey DATE: 3/20/18

SIGNATURE: Ron Casey

TITLE: 2nd Vice President

DISTRICT: Rossmoor Community Services District

A resume or other supplemental information about the candidate may be included and will be distributed with the election ballots. All completed nomination forms and any supplemental information must be returned to Orange County LAFCO by:

1. Email at: [cemery@oclafco.org](mailto:cemery@oclafco.org) or
2. Mail at: Orange County LAFCO  
2677 North Main Street, Suite 1050  
Santa Ana, CA 92705; or
3. Fax at: (714) 640-5139, Attn: Carolyn Emery

**All forms and supplemental information must be received by OC LAFCO prior to 3:00 p.m. on Monday, April 9, 2018. Nomination forms or candidate information received after that deadline will not be considered.**



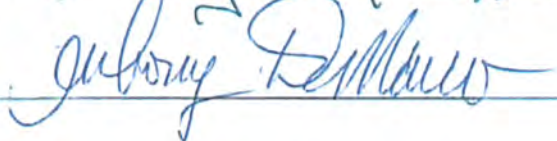
**DECLARATION OF QUALIFICATION TO VOTE**

Tony DeMarco, Presiding Officer  
Rossmoor Community Services District  
3021 Blume Drive  
Rossmoor, CA 90720-4638  
rcsd@rossmoor-csd.org

Tony DeMarco \* hereby attest that  
Ron Casey \*\* has been authorized by the Board of  
Rossmoor Community Services Dist. to vote in the Orange County Special  
District Selection Committee election (regular and alternate  
member).

The Board also designated n/a \*\*\* as the alternate  
voting member.

Name and Title\*: Tony DeMarco, President

Signature\*: 

Date March-20-2018

\*Must be signed by either Board President or Board Secretary

\*Must be a member of the Board

\*\*Must be a member of the Board

**Completed forms must be received by OC LAFCO prior to 3 PM, Monday, April 9, 2018. Forms must be delivered to OC LAFCO by:**

- (1) Email at: [cemery@oclafco.org](mailto:cemery@oclafco.org), or
- (2) Mail at: Orange County LAFCO  
2677 North Main Street, Suite 1050  
Santa Ana, CA 92705  
Attn: Carolyn Emery, or
- (3) FAX at: (714) 640-5139, Attn: Carolyn Emery

# BALLOT

## ALTERNATE SPECIAL DISTRICT MEMBER

Orange County Local Agency Formation Commission

Term of Office Expires 06/30/2022

Rossmoor Community Services District

*Print Name of District*

### Certification of Voting Member

I, \_\_\_\_\_, hereby certify that I am:  
*Print Name Here*

\_\_\_\_\_ the presiding officer of the above-named district.

\_\_\_\_\_ a member of the Board of the above-named district designated to vote in the absence of the presiding officer pursuant to G.C. §56332(a). I have submitted proof of this designation to the Executive Officer of OC LAFCO.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

### CANDIDATES FOR ALTERNATE SPECIAL DISTRICT MEMBER OF OC LAFCO: (Check one ONLY.)

\_\_\_\_\_ JAMES FISLER, MESA WATER DISTRICT

\_\_\_\_\_ ROBERT "BOB" OOTEN, COSTA MESA SANITARY DISTRICT

\_\_\_\_\_ Abstain

# BALLOT

## REGULAR SPECIAL DISTRICT MEMBER

Orange County Local Agency Formation Commission

Term of Office Expires 06/30/2022

Rossmoor Community Services District

*Print Name of District*

### Certification of Voting Member

I, \_\_\_\_\_, hereby certify that I am:  
*Print Name Here*

\_\_\_\_\_ the presiding officer of the above-named district.

\_\_\_\_\_ a member of the Board of the above-named district designated to vote in the absence of the presiding officer pursuant to G.C. §56332(a). I have submitted proof of this designation to the Executive Officer of OC LAFCO.

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*

### CANDIDATES FOR REGULAR SPECIAL DISTRICT MEMBER OF OC LAFCO: (Check one ONLY.)

\_\_\_\_\_ FRED ADJARIAN, EL TORO WATER DISTRICT

\_\_\_\_\_ CECILIA AGUINAGA, ORANGE COUNTY MOSQUITO & VECTOR  
CONTROL DISTRICT

\_\_\_\_\_ DOUGLASS S. DAVERT, EAST ORANGE COUNTY WATER DISTRICT

\_\_\_\_\_ Abstain

# Re-Elect James R. Fisler to OC LAFCO

## James R. Fisler – Director, Mesa Water District



With a passion for public policy and public service, James (Jim) R. Fisler would be honored to receive your vote to continue serving you as Alternate Commissioner representing Orange County's Special Districts. First elected to this position in 2011, Director Fisler was re-elected in 2014 and has been your advocate at OC LAFCO for the past 7 years.

Director Fisler is committed to representing the mutual interests of Orange County's water, wastewater, sanitary, cemetery, vector control, library, recreation and parks, and other districts that provide specialized services within their communities.

Appointed to the Mesa Water District Board of Directors in August 2009, Director Fisler was elected in 2010 and re-elected in 2012 and 2016. He served as Mesa Water's Board President from 2012-2014. Since 2014, Director Fisler has served as 2<sup>nd</sup> Vice President, 1<sup>st</sup> Vice President and currently as President of the Independent Special Districts of Orange County (ISDOC) where he has been a strong leader and voice for Special Districts. Director Fisler is honored and grateful to have been elected by the Special Districts as your representative at both OC LAFCO and ISDOC.

Additionally, Director Fisler is serving as a member of the Local Government Committee of the Association of California Water Agencies (ACWA). He is also on the Costa Mesa Chamber of Commerce Board of Directors, and serves as Chairman for the City of Costa Mesa's Finance and Pension Advisory Committee. Recently, the Orange County Board of Supervisors appointed him as a Commissioner for the County of Orange Housing and Community Development Commission.

Currently for Mesa Water®, Director Fisler is Chairman of the District's Legislative & Public Affairs Committee, Chairman of the Engineering & Operations Committee, and he serves as an Alternate on Mesa Water's Finance Committee. He also serves as President of the Mesa Water District Improvement Corporation, a California nonprofit public benefit corporation formed to assist Mesa Water in financing certain improvements to the District's water system.

Previously, Director Fisler served as a Board member of the Friends of the Costa Mesa Libraries and of the Costa Mesa Senior Center. He also served as Vice Chair of the City of Costa Mesa's Planning Commission and as a Parks and Recreation Commissioner for the City. Additionally, he was a member of the City of Costa Mesa's Residential Rehabilitation and Redevelopment Committee for more than a decade. He also volunteered in the City's Neighbors for Neighbors program for over 10 years and is a graduate of the Costa Mesa Citizens Police Academy.

Director Fisler is a Real Estate Broker and Mortgage Loan Originator and worked as a regional manager for Nordstrom for more than 12 years. These positions have equipped him with the necessary skills to provide outstanding customer service in advocating for your interests in alignment with the shared interests of Orange County's Special Districts and those we serve.

Please consider voting for Director Fisler as your OC LAFCO representative.



185 N. McPherson Rd.  
Orange, Ca 92869  
P: 714-538-5815  
F: 714-538-0334

eocwd.com

March 9, 2018

Mr. James Ruth  
General Manager  
3001 Blume Dr.  
Rossmoor, CA 90720

BOARD OF DIRECTORS

Douglass S. Davert  
President

Richard B. Bell  
Vice President

John Dulebohn  
Director

Seymour (Sy) Everett  
Director

John L. Sears  
Director

Lisa Ohlund  
General Manager

Dear Mr. Ruth:

I am writing to formally announce my candidacy for Special District Representative to the Orange County Local Agency Formation Commission (LAFCO). The seat will be filled in a "vote by email/ mail/fax" election that will be held during the April/May timeframe. I would be honored to receive your district's support to elect me as your next LAFCO commissioner.

There are many issues on the horizon at LAFCO that will likely affect special district governance in our county, not the least of which are issues that will arise from the current round of Municipal Service Reviews. As your LAFCO representative, I will be an outspoken champion for preserving local control and a leader who will respect and defend special districts' ability to continue serving their communities and their constituents in a manner that is right for them.

During my 15 years of local government service, I have had the privilege of providing leadership in my roles as president of East Orange County Water District, director and chairman of the Orange County Sanitation District, director and chairman of the Orange County Fire Authority, trustee of Orange County Mosquito and Vector Control District, and councilmember and mayor of the city of Tustin. Serving in these roles afforded me opportunities to participate in and observe a range of LAFCO-related processes which have prepared me to step into the role of LAFCO commissioner.

Enclosed is some background information about me, my public service experience, and my platform as a candidate for Special District Representative to LAFCO. I would be pleased to speak with you or your board colleagues about my candidacy and answer any questions you may have. Please feel free to contact me at (714) 318-9550 or [doug@davertlaw.com](mailto:doug@davertlaw.com).

Thank you for your thoughtful consideration of my candidacy for LAFCO Special District Representative.

Sincerely,

Douglass Davert  
President  
East Orange County Water District

RECEIVED

MAR 13 2018



Satisfying our Community's Water Needs

BOARD OF DIRECTORS

Jim Atkinson
President
Division IV

Fred R. Bockmiller, P.E.
Vice President
Division I

Marice H. DePasquale
Director
Division III

Shawn Dewane
Director
Division V

James R. Fisler
Director
Division II

Paul E. Shoenberger, P.E.
General Manager

Denise Garcia
District Secretary

Marwan Khalifa, CPA, MBA
District Treasurer

Atkinson, Andelson, Loya, Ruud & Romo
Legal Counsel

1965 Placentia Avenue
Costa Mesa, CA 92627
tel 949.631.1200
fax 949.574.1036
info@MesaWater.org
MesaWater.org

March 26, 2018

Mr. James Ruth
General Manager
Rossmoor Community Services District
3001 Blume Dr.
Rossmoor, CA 90720

RE: Support for James R. Fisler as OC LAFCO Alternate Commissioner

Dear Mr. Ruth,

I am writing on behalf of Mesa Water District to request your organization's consideration of James (Jim) R. Fisler, a Mesa Water® Board member since 2009, for the position of Alternate Commissioner representing Orange County's Special Districts at the Orange County Local Agency Formation Commission (OC LAFCO).

Enclosed with this letter is a Statement of Qualifications for Director Fisler. Listed below are highlights of his recent government and leadership experience relevant to serving on the OC LAFCO Commission:

- Elected in 2011, and re-elected in 2014, as OC LAFCO Alternate Commissioner representing the Special Districts of Orange County
Currently serves as President of the Independent Special Districts of Orange County (ISDOC)
Previously served as ISDOC 1st Vice President and 2nd Vice President
Served as Mesa Water Board President from 2012-2014
Currently President of the Mesa Water District Improvement Corporation, a California nonprofit public benefit corporation formed to assist Mesa Water in financing certain improvements to the District's water system

I am confident that, if re-elected to OC LAFCO, Director Fisler will be committed to facilitating collaboration, coordination, cooperation and communications among special districts in Orange County. I am also confident that Director Fisler will represent you well on important issues that are of mutual interest to Orange County's Special Districts.

If you have any questions or requests for more information, please contact Mesa Water's External Affairs Manager, Stacy Taylor, at 714.791.0848 or StacyT@MesaWater.org. Thank you for your consideration of this matter.

Sincerely,

[Handwritten signature of Jim Atkinson]

Jim Atkinson
Board President

RECI

MAR 30 2018

c: Mesa Water Board of Directors
Paul E. Shoenberger, P.E., Mesa Water General Manager

Encl.



# Costa Mesa Sanitary District

...an Independent Special District

April 4, 2018

Carolyn Emery, Executive Officer  
Orange County LAFCO  
2677 N Main Street, Suite 1050  
Santa Ana, CA 92705

## RE: OC LAFCO ALTERNATE SPECIAL DISTRICT MEMBER SEAT

Dear Carolyn:

My name is Bob Ooten and it would be my honor and privilege to represent special districts as the Alternate Special District Member of OC LAFCO. I believe my five decades of public service, which includes 37 years with special districts, makes me well qualified to serve as your representative on LAFCO.

This experience with special districts includes 25 years with the Orange County Sanitation District (OCSD), where I was responsible for operating and maintaining two wastewater treatment plants that treated 185 million gallons of wastewater per day. I currently serve as an alternate Board member at OCSD. For the past twelve years I have been elected member of the Costa Mesa Sanitary District (CMSD) Board of Directors where I served as President in 2011 and 2012. In addition, I served previously as 2<sup>nd</sup> Vice President to ISDOC and I am an active member of the California Special Districts Association (CSDA), which recently collaborated with CALAFCO and the Little Hoover Commission to advance a variety of special district reforms, such as improving oversight and transparency.

Though alternate Commission members do not get to vote on agenda items unless regular members are absent, I believe it's still critically important to have an unbiased opinion at the table. I'm a strong proponent of preserving local control for special districts and advocating for good governance and efficient delivery of service. Enclosed is some additional information about my experience with special districts and my position relative to serving on the Commission.

Finally, my experience with developing and implementing strategic plans at CMSD and OCSD will help fulfill LAFCO's annual strategic plan for long-range projects, along with ensuring an efficient allocation of resources. I have the temperament, experience and patience to be a team player, contributing to OC LAFCO's continuing success.

Sincerely,

Bob Ooten  
Assistant Secretary

### Board of Directors

Michael Scheafer  
James Ferryman  
Arlene Schafer  
Robert Ooten  
Arthur Perry

### Staff

Scott C. Carroll  
General Manager

Robin B. Hamers  
District Engineer

Alan R. Burns  
District Counsel

Marcus D. Davis  
Treasurer

Noelani Middenway  
District Clerk

Steve Hodges  
Finance Manager

[www.cmsdca.gov](http://www.cmsdca.gov)



District of Distinction  
2009-2019

# ELECT ROBERT “BOB” OOTEN OC LAFCO ALTERNATE SPECIAL DISTRICT MEMBER SEAT

---

## Robert “Bob” Ooten Costa Mesa Sanitary District



### SPECIAL DISTRICT EXPERIENCE

- ◆ Costa Mesa Sanitary District
- ◆ Orange County Sanitation District
- ◆ Independent Special Districts of OC
- ◆ ISDOC 2nd Vice President
- ◆ ISDOC Executive Committee
- ◆ California Special Districts Association (CSDA)
- ◆ California Water Environment Association (CWEA) Past President
- ◆ Santa Ana River Basin Section of CWEA Past President

For the past thirty seven years I have dedicated myself to serving the public good as a special district representative. For twenty-five years I worked for the Orange County Sanitation District (OCSD) where I served as Director of Operations & Maintenance responsible for ensuring that two wastewater treatment plants safely and efficiently treat 185 million gallons of wastewater a day. I now serve as an alternate Board Member on OCSD Board of Directors. For the past twelve years I have been an elected member of the Costa Mesa Sanitary District (CMSD) Board of Directors. I am proud to be part of an organization that has been a District of Distinction since 2009, earned the Transparency Certificate of Excellence for six consecutive years and received Gold Recognition for exemplary governance from the California Special Districts Association.

Recently, California LAFCOs and special districts have been under scrutiny from grand juries and state agencies. In 2015, the Orange County Grand Jury issued a report, “It’s Time to Redraw the Line,” which falsely accused OC LAFCO of failing to effectively fulfill its legislative mandate and using its latent powers. More recently, the Little Hoover Commission held numerous public hearings about LAFCOs and special districts and while the Commission’s final report to the legislature had positive recommendations it still reminds me that we can never let our guard down. I am seeking your support to be your representative as the alternate special district member seat on LAFCO to ensure special districts have an active voice and remain independent. I also believe that homelessness is no longer a city or county problem and that it will take the involvement of other agencies, including special districts and LAFCO, to end homelessness in Orange County. If elected, I will work with LAFCO Commissioners and staff to include homelessness as one of the key municipal services when LAFCO prepares the next Municipal Service Review (MSR).

Let’s continue to make special districts strong in Orange County. Please vote for Robert “Bob” Ooten by **May 25, 2018.**





## DOUG DAVERT

Candidate for Special District seat at OC LAFCO

- President, East Orange County Water District (current; board member since 2012)
  - ISDOC Secretary and Member of Executive Committee (current; since 2017)
  - Past Chairman, Orange County Sanitation District (2008-10; board member 2004-10)
  - Past Chairman, Orange County Fire Authority (2009; board member 2006-10)
  - Former Mayor (2006; 2009) and Councilmember (2002-10) City of Tustin
  - Former Trustee, Orange County Mosquito and Vector Control District (2003-05)
- 
- Recognized by California Special District Association (CSDA) as a Board President of the Year (2008) for service at Orange County Sanitation District
  - Recognized by Orange County Sanitation District “Honor Walk” for service to the organization as Board Chairman (2011)
  - Successful LAFCO applicant/participant in annexation/consolidation/transfer of 17,000+ local sewers in Sewer Area 7 from the Orange County Sanitation District to the East Orange County Water District.

I am a married father of two teenage daughters. My wife and I grew up in Tustin and our children attend the same schools we did. I have been a practicing attorney since 1992 and have an “AV-Preeminent” rating which is the highest rating for an attorney from the Martindale-Hubbell rating agency. My practice is primarily focused on business matters. I do not represent public agencies. I do not represent clients with matters pending before public agencies. I do not have any conflicts-of-interest or other external influences that would affect my judgment as a LAFCO commissioner.

I do not support forced or involuntary consolidations or dissolutions of special districts except in the most extreme cases (insolvency/abandonment). I believe in local control. I believe local communities know what is best for their residents, businesses and ratepayers. I also believe that cooperative and voluntary applications to LAFCO should be supported with the least resistance and interference. LAFCO should be a facilitator rather than an authority.

**ROSSMOOR COMMUNITY SERVICES DISTRICT**

**AGENDA ITEM H-4**

**Date:** May 8, 2018

**To:** Honorable Board of Directors

**From:** RCSD, General Manager

**Subject:** DISCUSSION AND POSSIBLE ACTION RE: PROPOSED PROFESSIONAL SERVICES AGREEMENT WITH R.F. DICKSON FOR STREET SWEEPING SERVICES IN ROSSMOOR.

**RECOMMENDATION:**

Staff recommendation that the Board approves and authorizes the General Manager to enter into a Three-Year Street Sweeping Agreement, with two possible One-Year Extended Terms, with R.F. Dickson Company for street sweeping services in Rossmoor.

**BACKGROUND:**

The General Manager reported The R.F. Dickson Company has provided street sweeping services for the District since 1995 under the direction of the Orange County Board of Supervisors who provide street sweeping services for the unincorporated areas within the County. RCSD pays the contractor and is reimbursed by the County for all costs associated with the street sweeping services in the amount of \$55,000. The proposed renewal of the current street sweeping contract would become effective on May 8 and has three recommended changes from the current contract and have been agreed upon by R.F. Dickson Company.

1. Page 3: Minimum Limits of Insurance - In accordance with our Board's policy the street sweeping contract minimum limits of general liability insurance has been increased from \$1 million to \$2 million.
2. Page 6: Section 3.4.9 Assignment - This new provision has been added to the new agreement requiring written consent from the District to assign, sublet or encumber all or any part of the contractors interest in the agreement.
3. Exhibit B: Schedule of Compensation - this Exhibit B has always been included in earlier agreements but somehow it was omitted in the

previously approved contract. However, the County continued to honor the financial obligation to include the tipping fee reimbursement as part of the previous agreement. R.F. Dickson Company has agreed to these contract changes and continues to work with the district to explore additional options to determine the financial and operational feasibility of minimizing these impacts to our residents.

**ATTACHMENTS:**

1. Proposed Three-Year Street Sweeping Agreement (with two possible One-Year Extended Terms) with R.F. Dickson Company for street sweeping services in Rossmoor.
2. CPI Increase letter from R.F. Dickson dated April 26, 2018.

**ROSSMOOR COMMUNITY SERVICES DISTRICT  
CONTRACT SERVICES AGREEMENT FOR  
STREET SWEEPING  
2018-2021**

**1. PARTIES AND DATE.**

This CONTRACT SERVICES AGREEMENT FOR STREET SWEEPING (“Agreement”) is made and entered into this 8th day of May, 2018, by and between the Rossmoor Community Services District, a public agency (“District”) and R.F. Dickson Company (“Contractor”). District and Contractor are sometimes individually referred to as “Party” and collectively as “Parties.”

**2. RECITALS.**

**2.1 Previous Agreements and Amendments.**

On or about January 1, 2002, the Parties entered into that certain Contract Services Agreement For Street Sweeping for the provision of contract services in connection with street sweeping. The Parties then entered into that certain First Amendment in order to amend certain provisions of the 2002 Agreement in order to permit the 2002 Agreement to remain in effect. The Parties then entered into Second, Third and Fourth Amendments in order to amend certain provisions of the 2002 Agreement and First Amendment in order to permit the 2002 Agreement and the First Amendment to remain in effect for additional terms. The Parties then entered into a First Amendment on July 10, 2012 in order to amend certain provisions of the 2011 Agreement. On December 9, 2014, the parties entered into an additional Contract Services Agreement For Street Sweeping, under which they have been providing contract services in connection with street sweeping. The Parties now desire to enter into a new Contract Services Agreement For Street Sweeping for the provision of contract services in connection with street sweeping as set forth herein.

**2.2 Contractor.**

Contractor desires to perform and assume responsibility for the provision of contract services in connection with street sweeping on the terms and conditions set forth in this Agreement. Contractor represents that it is experienced in providing such services, and is familiar with policies and requirements of the District.

**2.3 Project.**

District desires to engage Contractor to provide contract services in connection with street sweeping (“Project”) on the terms and conditions set forth in this Agreement.

### **3. TERMS.**

#### **3.1 Scope of Services and Term.**

3.1.1 Scope of Services. Contractor promises and agrees to furnish to the District all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the contract services necessary for the Project (“Services”). The Services are more particularly described in Exhibit “A” attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be for a period not exceeding three (3) years from the date of this Agreement as set forth above, unless earlier terminated as provided herein. District may elect, in its sole and absolute discretion, to extend the Initial Term of this Agreement for two (2) one (1) year extended terms, provided District gives Contractor written notice of such election prior to the expiration of the Initial or Extended Term, as applicable. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

#### **3.2 Responsibilities of Contractor.**

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Contractor. Contractor will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. District retains Contractor on an independent contractor basis and not as an employee. Contractor retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Contractor shall also not be employees of District and shall at all times be under Contractor’s exclusive direction and control. Contractor shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Contractor shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers’ compensation insurance. Contractor shall not contract with any entity to perform in whole or in part the Services without the express written approval of the District, as determined in the District’s sole discretion.

3.2.2 Schedule of Services. Contractor shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the schedule of services as set forth in Exhibit “A.” Contractor represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions.

3.2.3 Standard of Care; Performance of Contractor. Contractor shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Contractor shall keep itself fully informed of and in compliance with all local, state

and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Contractor shall be liable for all violations of such laws and regulations in connection with Contractor's performance of Services. Contractor shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Contractor shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations.

3.2.4 Representatives of District and Contractor. Steven Dickson is hereby designated as being the principal and representative of Contractor authorized to act in its behalf with respect to the Services and to make all decisions in connection therewith. The District's General Manager, or his/her designee, is hereby designated as being the representative of the District authorized to act in its behalf with respect to the Services and to make all decisions in connection therewith.

### 3.2.5 Insurance.

3.2.5.1 Minimum Requirements. Contractor shall, at its expense, procure and maintain for the duration of the Agreement insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the Agreement by the Contractor. Such insurance shall meet at least the following minimum levels of coverage:

(A) Minimum Scope of Insurance. Coverage shall be at least as broad as the latest version of the following: (1) *General Liability*: Insurance Services Office Commercial General Liability coverage (occurrence form CG 0001); (2) *Automobile Liability*: Insurance Services Office Business Auto Coverage form number CA 0001, code 1 (any auto).

(B) Minimum Limits of Insurance. Contractor shall maintain limits no less than: (1) *General Liability*: A policy of comprehensive general liability insurance written on a per occurrence basis in an amount not less than either (i) a combined single limit of \$2,000,000.00 or (ii) bodily injury limits of \$1,000,000.00 per person, \$2,000,000.00 per occurrence and \$2,000,000.00 products and completed operations and property damage limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate; (2) *Workers Compensation Insurance*: A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Contractor and the District against any loss, claim, or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or service contemplated in this Agreement; and (3) *Automobile Liability*: a policy of comprehensive vehicle liability insurance written on a per occurrence basis in an amount not less than either (i) bodily injury liability limits of \$1,000,000.00 per person and \$2,000,000.00 per occurrence and property damage liability limits of \$1,000,000.00 per occurrence and \$2,000,000.00 in the aggregate to cover the operation of all automobiles, trucks, street sweeping vehicles or other motorized vehicles utilized by Contractor. Said policy shall include coverage for owned, non-owned, leased and hired vehicles.

3.2.5.2 Insurance Provisions. All of the above policies of insurance shall be primary insurance and shall name the District, its officers, employees and agents as additional insureds. The insurer shall waive all rights of subrogation and contribution it may have against the District, its officers, employees and agents and their respective insurers. All of said policies of insurance shall provide that said insurance may not be amended or canceled without providing thirty (30) days prior written notice by registered mail to the District. In the event any said policies or insurance are canceled, the Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section to the General Manager. No work or Services under this Agreement shall commence until the Contractor has provided the District with Certificates of Insurance or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the District. The Contractor agrees that the provisions of this Section shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible. The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the District due to unique circumstances.

### **3.3 Fees and Payments.**

3.3.1 Compensation. Contractor shall receive compensation for all Services rendered under this Agreement at the rates set forth in Exhibit "B" attached hereto and incorporated herein by reference.

3.3.2 Payment of Compensation. Contractor shall submit to District in the form approved by District, a monthly statement for Services rendered prior to the date of the statement. District shall, within thirty (30) days of receiving such statement, review the statement and pay all approved charges thereon. The statement shall include the dates of sweeping, the curb miles swept, and the fee for such services.

3.3.3 Prevailing Wages Contractor is aware of the requirements of California Labor Code Sections 1720 et seq. and 1770 et seq., as well as California Code of Regulations Title 8, Section 16000 et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on certain "public works" and "maintenance" projects. To the extent permitted by law, Contractor shall defend, indemnify and hold the District, its elected officials, officers, employees and agents free and harmless from any claims, liabilities, costs, penalties or interest arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

### **3.4 General Provisions.**

3.4.1 Termination of Agreement.

3.4.1.1 Grounds for Termination. District may, by written notice to Contractor, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Contractor of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Contractor shall be compensated only for those services which have been adequately rendered to District, and Contractor shall be entitled to no further compensation.

3.4.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective Parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

**Contractor:** R.F. Dickson Company  
12524 Columbia Way  
Downey, CA 90242  
Attn: Steven Dickson, President

**District:** Rossmoor Community Services District  
3001 Blume Dr.  
Rossmoor, CA 90720  
Attn: General Manager

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the Party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.4.3 Attorney's Fees. If either Party commences an action against the other Party, either legal, administrative or otherwise, arising out of or in connection with this Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.4.4 Indemnification. Contractor shall defend, with counsel acceptable to District, indemnify and hold the District, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury, in law or equity, to property or persons, including wrongful death, in any manner arising out of or incident to any alleged acts, omissions or willful misconduct of Contractor, its officials, officers, employees, agents, Contractors and contractors arising out of or in connection with the performance of the Services, the Project or this Agreement, including without limitation the payment of all consequential damages and attorneys fees and other related costs and expenses.

3.4.5 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

3.4.6 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit,



privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.4.7 Labor Certification. By its signature hereunder, Contractor certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Workers' Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.4.8 Counterparts. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.4.9 Assignment. Contractor shall not voluntarily or by operation of law assign, transfer, sublet or encumber all or any part of Contractor's interest in this Agreement without District's prior written consent. Any attempted assignment, transfer, subletting or encumbrance shall be void and shall constitute a breach of this Agreement and cause for termination of this Agreement. Regardless of District's consent, no subletting or assignment shall release Contractor of Contractor's obligation to perform all other obligations to be performed by Contractor hereunder for the term of this Agreement.

3.4.10. Prior Approval Required to Subcontract. Contractor shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of District. Contractor shall require each of its subcontractors to agree in writing to be bound by the provisions of this Agreement.

3.4.11 Incorporation of Recitals. The Recitals set forth above are incorporated herein and made an operative part of this Agreement.

3.4.12 Agreement to be Controlling. As of the date of this Agreement as set forth above, this Agreement shall supersede and otherwise be controlling over the Previous Agreement and Amendments set forth in section 2.1, above. As a result, the Previous Agreement and Amendments shall be of no further force or effect.

IN WITNESS WHEREOF, the parties hereto have executed and entered into this Amended and Restated Contract Services Agreement For Street Sweeping as of the date first written above.

**ROSSMOOR COMMUNITY  
SERVICES DISTRICT**

**R.F. DICKSON COMPANY**

By: \_\_\_\_\_  
James G. Ruth  
General Manager

By: \_\_\_\_\_  
Steven L. Dickson  
President

**APPROVED AS TO FORM FOR DISTRICT**

By \_\_\_\_\_

Tarquin Preziosi  
General Counsel

## EXHIBIT "A"

### Scope of Services

Contractor shall sweep the gutter, and curb areas in proximity to the gutter, in the public right-of-way of all streets within the geographic boundaries of District, consisting of approximately sixty-three (63) curb miles as generally set forth in the District map attached hereto and/or provided by the District from time to time, so as to be free of all debris, leaves, soil, litter, and other materials. Contractor shall perform such sweeping services twice a month. Sweeping shall be done on the first (1st) and third (3rd) Mondays, between the hours of 8:00 a.m. and 4:00 p.m., Pacific time (the "regular sweeping"), or on such additional date(s) as the District may, from time to time, request in writing. In the event that Contractor is unable to perform the regular sweeping services on the days prescribed herein, due to either a legal holiday observed by Contractor or due to inclement weather, then Contractor shall perform such regular sweeping on the Monday immediately following the regularly scheduled Monday for which sweeping would have normally been performed.

## EXHIBIT "B"

### Schedule of Compensation

Contractor shall be compensated at the base rate of \$34.25 ("Base Rate") per curb mile per sweep. The Base Rate shall apply until the end of the fiscal year on June 30, 2018. On July 1, 2018, Contractor shall be compensated at the Base Rate plus an additional rate as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep ("Additional Rate") for the 2018-19 fiscal years. The Additional Rate will be adjusted on July 1st of each successive fiscal year during the Initial Term as established by the Consumer Price Index, Los Angeles Area per curb mile per sweep.

The new rates of this agreement do not include a differential for landfill tipping. These incremental costs will be added to the Schedule of Compensation as they become known in January and June of each year covered in this agreement.



April 26, 2018

Mr. James Ruth  
General Manager  
Rossmoor CSD  
3001 Blume Drive  
Rossmoor, CA 90720

Dear James,

We have held our rates in the Rossmoor Community Services District for the past four years, and with the increases we have incurred, we are respectfully requesting a 3.8% CPI increase in our current rate as of July 1, 2018.

James, we have enjoyed the long term relationship we have had with Rossmoor, and look forward to working together, should you have any questions, please don't hesitate to call.

Sincerely,

A handwritten signature in black ink, appearing to read "Steve Dickson", with a long horizontal flourish extending to the right.

Steve Dickson  
President

**CONSUMER PRICE INDEXES PACIFIC CITIES AND U. S. CITY AVERAGE**  
**March 2018**  
**ALL ITEMS INDEXES**

(1982-84=100 unless otherwise noted)

MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	1 Month ending	Year ending				1 Month ending		
Mar 2017	Feb 2018	Mar 2018	Feb 2018	Mar 2018	Mar 2018	Mar 2017	Feb 2018	Mar 2018	Feb 2018	Mar 2018	Mar 2018	
U. S. City Average.....	243.801	248.991	249.554	2.2	2.4	0.2	237.656	242.988	243.463	2.3	2.4	0.2
(1967=100).....	730.320	745.866	747.554	-	-	-	707.906	723.788	725.202	-	-	-
Los Angeles-Long Beach-Anaheim.....	254.525	263.012	264.158	3.6	3.8	0.4	244.932	253.243	254.451	3.7	3.9	0.5
(1967=100).....	751.980	777.054	780.441	-	-	-	723.848	748.411	751.980	-	-	-
West .....	252.949	259.986	260.994	3.1	3.2	0.4	244.489	251.704	252.644	3.2	3.3	0.4
(Dec. 1977 = 100) .....	408.878	420.252	421.883	-	-	-	393.369	404.978	406.490	-	-	-
West - A* .....	260.092	268.106	269.271	3.4	3.5	0.4	249.591	257.891	258.983	3.6	3.8	0.4
(Dec. 1977 = 100) .....	424.116	437.184	439.084	-	-	-	404.039	417.475	419.244	-	-	-
West - B/C**(Dec. 1996=100).....	147.880	151.200	151.702	2.5	2.6	0.3	147.298	150.911	151.404	2.8	2.8	0.3

BI-MONTHLY DATA	All Urban Consumers (CPI-U)						Urban Wage Earners and Clerical Workers (CPI-W)					
	Indexes			Percent Change			Indexes			Percent Change		
				Year ending	2 Months ending	Year ending				2 Months ending		
Feb 2017	Dec 2017	Feb 2018	Dec 2017	Feb 2018	Feb 2018	Feb 2017	Dec 2017	Feb 2018	Dec 2017	Feb 2018	Feb 2018	
San Francisco-Oakland-Hayward.....	271.626	277.414	281.308	2.9	3.6	1.4	265.569	271.342	275.699	3.1	3.8	1.6
(1967=100).....	835.053	852.847	864.818	-	-	-	808.680	826.260	839.526	-	-	-
Seattle-Tacoma-Bellevue.....	259.503	265.850	268.031	3.5	3.3	0.8	255.471	262.485	264.477	4.0	3.5	0.8
(1967=100).....	791.065	810.414	817.064	-	-	-	757.726	778.529	784.437	-	-	-

\* A = greater than 2,500,000 population

\*\* B/C = 2,500,000 population or less

Dash (-) = Not Available.

Release date April 11, 2018. The next monthly and bi-monthly releases are scheduled for May 10, 2018.

In January 2018, BLS introduced a new geographic area sample for the Consumer Price Index (CPI). Additional information on the geographic revision is available at: [www.bls.gov/cpi/georevision2018.htm](http://www.bls.gov/cpi/georevision2018.htm). For questions, please contact us at [BLSinfoSF@BLS.GOV](mailto:BLSinfoSF@BLS.GOV) or (415) 625-2270.