

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board Agenda Package

May 12, 2015

PUBLIC COPY

TABLE OF CONTENTS



A	AGENDA 05.12.15
B	A-4a.—Golden State Water Co.-Matt Puffer, Water Conservation Analyst Re: Water Conservation
C	A-4b.—Orange County Sheriff’s Department, Lt. Rob Gunzel Re: Quarterly Crime Statistics
D	D-1.—Report of the GM Re: Procedures for Events Requesting Dispensing or Consumption of Alcohol (Beer & Wine Only)
E	E-1a.—Minutes: Regular Board Meeting of April 14, 2015
F	E-2.—Revenue & Expenditure Report-March 2015
G	E-3.—Quarterly Reports
H	H-1.— Public Works/CIP Committee Recommendations Re: Preliminary FY 2015-2016 Budget & Project List
I	H-2.— Budget Committee Recommendations Re: Preliminary FY 2015-2016 Fund 40 Budget & Salary Plan
J	H-3.— Request for Funding for 4 th of July Fireworks Spectacular at the Joint Forces Training Base
K	H-4.— Request for Board Direction Re: Development of New Policy for Fiscal Mgmt/Allocation of Dist.Staff Hrs/Resources
L	H-5.— Request from CSDA for a District Response to Prop. Legislation Re: SB 239 Fire Protection Service Agreements
M	
N	
O	
P	
Q	
R	
S	
T	
U	
V	
W	
Y	
Z	

AGENDA
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, May 12, 2015

7:00 p.m.

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

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Burgess, Casey, DeMarco, Maynard
President Kahlert
3. PLEDGE OF ALLEGIANCE
4. PRESENTATIONS
 - a. Golden State Water Co.-Mr. Matt-Puffer Water Conservation Analyst re: Water Conservation Mandates.
 - b. Orange County Sheriff Lt. Robert Gunzel re: Quarterly Crime Statistics.

B. ADDITIONS TO AGENDA – None

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

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

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

C. PUBLIC FORUM

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

D. REPORTS TO THE BOARD

1. REPORT OF THE GENERAL MANAGER RE: PROCEDURES FOR EVENTS REQUESTING THE DISPENSING OR CONSUMPTION OF ALCOHOL (BEER AND WINE ONLY).

E. CONSENT CALENDAR

1. MINUTES:

a. Regular Board Meeting of April 14, 2015.

2. MARCH REVENUE AND EXPENDITURE REPORT.

3. QUARTERLY REPORTS.

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

F. PUBLIC HEARING—None

G. RESOLUTIONS—None

ORDINANCES—None

H. REGULAR CALENDAR

1. PUBLIC WORKS/CIP COMMITTEE RECOMMENDATIONS RE: PRELIMINARY FY 2015-2016 FUND 40 BUDGET AND PROJECT LIST.

2. BUDGET COMMITTEE RECOMMENDATIONS RE: PRELIMINARY 2015-2016 ANNUAL BUDGET AND SALARY PLAN.

3. REQUEST FOR FUNDING FOR THE 4TH OF JULY FIREWORKS SPECTACULAR AT THE JOINT FORCES TRAINING BASE.

4. REQUEST FOR BOARD DIRECTION RE: DEVELOPMENT OF A NEW POLICY FOR THE FISCAL MANAGEMENT AND ALLOCATION OF DISTRICT STAFF HOURS AND RESOURCES.

5. REQUEST FROM CSDA FOR A DISTRICT RESPONSE TO PROPOSED LEGISLATION RE: SB 239 FIRE PROTECTION SERVICES AGREEMENTS.

I. GENERAL MANAGER ITEMS

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

J. BOARD MEMBER ITEMS

This part of the Agenda is reserved for Board members to request that specific items be placed on a future Agenda. The Board may not discuss or take action on items that are not on the Agenda.

K. CLOSED SESSION—None

L. ADJOURNMENT

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

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

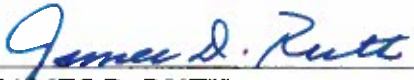
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the May 12, 2015, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JAMES D. RUTH
General Manager

Date APRIL 29-2015

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PRESENTATIONS FOR MEETING OF May 12, 2015

RECOMMENDATION:

Receive presentations.

BACKGROUND:

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

- a. Golden State Water Co.-Mr. Matt Puffer Water Conservation Analyst re: Water Conservation Mandates.
- b. Orange County Sheriff Lt. Robert Gunzel re: Quarterly Crime Statistics.

ATTACHMENTS

1. Quarterly Crime Statistics.



Orange County Sheriff's Department

Rossmoor 1st Quarterly Report January—February—March 2015

2014 Crime Data

Offense	Jan'14	Feb'14	Mar'14	Apr '14	May'14	Jun'14	Jul'14	Aug'14	Sep'14	Oct'14	Nov'14	Dec'14	Total 2014
187	0	0	0	0	0	0	1*	1	0	0	0	0	2
211	0	0	1	0	0	0	0	0	0	0	0	0	1
245	0	0	0	0	0	0	0	0	0	0	0	0	0
459C	0	0	0	0	0	0	0	0	0	0	0	0	0
459R	3*	2	2	2	7	4	6*	1	0	0	0	3	30*
459V	0	0	0	1	0	0	1	0	0	1	2	3	8
487	0	1	0	0	1	0	0	0	0	2	0	2	6
488	3	0	1	1	1	1	0	3	2	2	3	1	18
594	0	0	1	0	1	2	1	0	1	0	3	1	10
594G	0	0	1	0	0	0	0	1	0	0	0	0	2
10851	2	0	0	3	0	1	0	0	0	0	2	2	10
Total	8	3	6	7	10	8	9	6	3	5	10	12	87

2015 Crime Data

Offense	Jan'15	Feb'15	Mar'15	Apr '15	May'15	Jun'15	Jul'15	Aug'15	Sep'15	Oct'15	Nov'15	Dec'15	Total 2015
187	0	0	0										0
211	0	0	0										0
245	0	0	0										0
459C	0	1	0										1
459R	0	2	1										3
459V	2	0	4										6
487	6	1	0										7
488	4	1	0										5
594	1	0	0										1
594G	0	1	2										3
10851	0	0	0										0
Total	13	6	7										26

Penal Code Legend

211 = Robbery 459 = Burglary 245 = Assault w/ deadly weapon 487 = Grand Theft
 488 = Petty Theft 594 = Vandalism VC 10851 = Stolen Vehicle

Note: PC 459 includes burglaries from a residence, vehicles, or commercial buildings.

*Includes Attempts

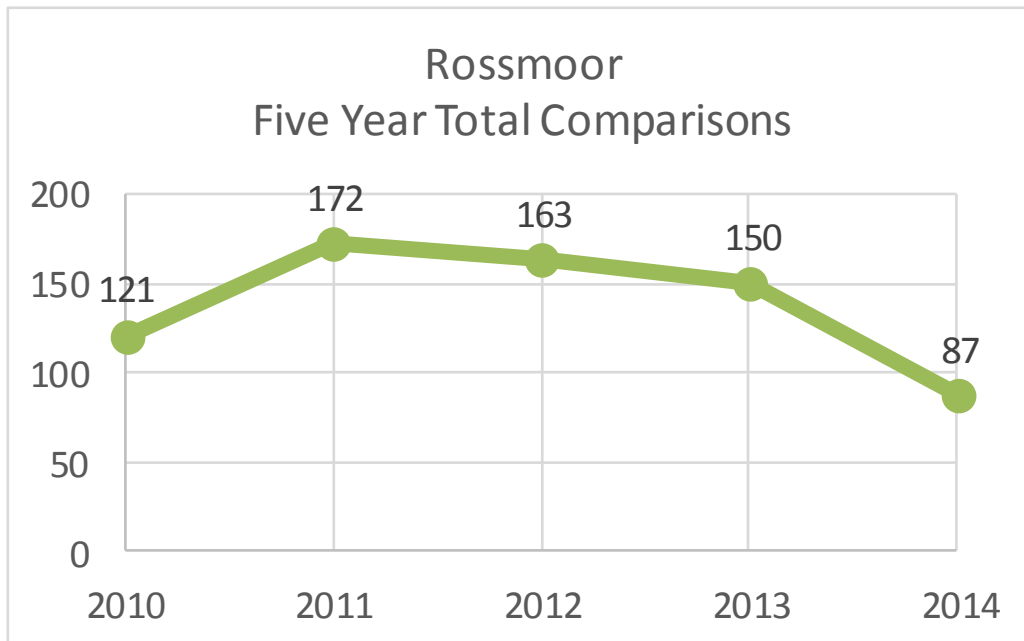


Orange County Sheriff's Department

Rossmoor 1st Quarterly Report January—February—March 2015

Offense	2011	2012	2013	2014	2015
187	0	1*	0	2	0
211	3*	1	7	1	0
245	1	1	7	0	0
459C	2	2	5	0	1
459R	33	44*	16*	30*	3
459V	27	16*	8	8	6
487	22	22	8	6	7
488	50	37	36	18	6
594	26	25	22	10	1
594G	0	4	6	2	3
10851	6	6	35*	10	0
Total	172*	163*	150*	87	26

* includes attempts



Crime decreased 42% in 2014 compared to 2013



Orange County Sheriff's Department

Rossmoor 1st Quarterly Report January—February—March 2015

Monthly Summary of Crimes

January 2015

- There were two vehicle burglaries (PC 459V):
 - 11000 block of Martha Ann Drive, victim parked her car in the driveway, not sure if she locked it or not, no signs of forced entry. Loss of a stroller, ipad, brand new shoes and clothing still in shopping bags.
 - 3400 block of Huntley Drive, suspect smashed vehicle window to obtain a briefcase which was on the floor board in plain sight. Victim stated the briefcase looked like a laptop bag.
- There were six grand thefts (PC 487):
 - 12000 block of Wembley Road, suspect removed a tailgate from a Ford 250 truck (Model Year 2011).
 - 12000 block of Martha Ann Drive, a catalytic converter was removed from a Toyota Sequoia (Model Year 2003).
 - 3000 block of Quail Run Road, UPS boxes were removed from a front porch.
 - 12000 block of Chaucer Road, a computer was taken from an unlocked vehicle.
 - 11000 block of Weatherby Road, a computer was taken from and unlocked vehicle.
 - A tailgate was removed from a Ford F350 parked on Bradbury and Montecito Road.
- There were 4 petty thefts (PC 488):
 - 11000 block of Kensington Road, a purse and wallet were taken from an unlocked vehicle.
 - 11000 block of Weatherby Road, a catalytic converter was removed from a 1997 Toyota.
 - 3000 block of Oak Knoll Drive, cash, credit cards and a handicap placard was removed from an unlocked vehicle.
 - 11000 block of Weatherby Road, an ipod, and a utility knife, and a laptop were taken from an unlocked vehicle.
- There was one act of vandalism, on the 3000 block of Burney, a vehicle was keyed.



Orange County Sheriff's Department

Rossmoor 1st Quarterly Report January—February—March 2015

Monthly Summary of Crimes

February 2015

- There was one commercial burglary from a restaurant. Property was taken from an alleyway storage shed.
- There were two residential burglaries (PC 459R):
 - 3000 block of Kempton Drive, a bike was taken from an open garage.
 - 3000 block of Yellowtail Drive, suspect 1 used a ruse to distract the homeowners away from their home. Suspect 2 entered the home and removed property.
- There was one grand theft (PC 487), clothing, credit cards and gift cards were taken from an unlocked vehicle parked on the driveway.
- There was one petty theft (PC 488) on the 3000 block of Shakespeare Drive, air compressor hoses were taken from a gated residence under construction.
- There was one act of vandalism involving graffiti (PC 594G) on 12000 block of Kensington Road.

March 2015

- There was one residential burglary (PC 459R) on the 3000 block of Bradbury Road, suspect entered through an unlocked rear slider door and removed property.
- There were four vehicle burglaries (PC 459V):
 - 11000 block of Martha Ann Drive, suspect smashed window and removed electronic tools which were on the back seat in plain sight.
 - On Bellwood Road and Copa De Oro Drive, suspect smashed the window and removed an iPad which was on the rear seat in plain sight, and golf clubs which were in the truck bed unsecured.
 - 11000 block of Wembley Road, suspect smashed the window to obtain tools which were in the back seat in plain sight.
 - 2000 block of Blume Drive, suspect smashed the window to remove a purse which was on the front seat in plain sight.
- There were two acts of vandalism involving graffiti (PC 594G). One was on the 11000 block of Martha Ann Drive, and the other was on the 2000 block of Kempton Drive.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: PROCEDURES FOR EVENTS REQUESTING THE DISPENSING OR CONSUMPTION OF ALCOHOL (BEER AND WINE ONLY)

RECOMMENDATION:

Receive the report.

BACKGROUND:

At your February meeting, the Board gave final approval to an ordinance and policy revision for the dispensing and consumption of beer and wine at community events. At your April meeting, the Board approved an amendment to the District's Fee Schedule for recovery of costs associated with processing an application for an event with the dispensing or consumption of beer and wine. At that April meeting, staff reported that procedures for regulating requests for such events would be forthcoming.

Procedures for requests for events with alcohol have been promulgated by staff and reviewed by General Counsel. These procedures are attached for your information.

ATTACHMENTS:

1. District Procedures for Events requesting the Dispensing or Consumption of Alcohol (Beer and Wine Only).



ROSSMOOR COMMUNITY SERVICES DISTRICT

001 BLUME DRIVE, ROSSMOOR, CA 90720 / (562) 430-3707 / FAX (562) 431-3710

DISTRICT PROCEDURES FOR EVENTS REQUESTING THE DISPENSING OR CONSUMPTION OF ALCOHOL (BEER AND WINE ONLY)

Description: Any request to serve alcohol (**beer and wine only**) within District Property including outdoor 'events' and/or facility reservations shall be governed by Policy No. 6011 Rules and Regulations For Use of District Property

6011.73 Alcoholic Beverages: No Person shall, within the limits of District property, possess or consume any alcoholic beverage. This prohibition shall not apply to beer and/or wine during specific times and locations in connection with a District approved or sponsored event where consumption and/or possession of beer and/or wine is specifically approved in advance by resolution of the Board and where such consumption and/or possession is otherwise unlawful.

Examples: Celebrations, Weddings, Rossmoor Community Festival, Fundraisers or any other type of event for which the dispensing or consumption of alcohol is being requested.

Application Process: Please read carefully prior to any Alcohol Beverage Control (ABC) license request. **The requesting group is solely responsible for receiving approval from the ABC and Orange County Health Care Agency (OCHCA) located in Santa Ana. The District is not responsible for assisting applicant with forms:**

Step 1: Applicant must fill out the appropriate facility or park use Application and Special Event Application provided by District **at least 90 days prior** to the date of the event. In addition, detailed information should be submitted in writing based on the Special Event requirements indicated below. Requests which do not include a scope of the event will not be accepted. **A \$50 special event/alcohol filing fee must be accompanied with the application and is non-refundable. An additional non-refundable \$150 fee will be applied to your permit if your request is approved by the ABC. A refundable Alcohol Cleaning/Damage Deposit in the amount of \$350.00 is also required for all events at which beer and/or wine will be consumed.**

- Name of organizer and contact information
- Detailed description of the scope of the event
- Diagram of venue area and/or floor plan
- Hours of the event
- Layout of the event
- Anticipated number of workers, volunteers, attendees
- Security measures

Step 2: Meet with District staff to discuss the scope of the event if there are any questions pertaining to said event.

Step 3: If the request is approved by the District's General Manager, the request must be approved by a Resolution of the District's Board of Directors. The Board of Directors meets regularly on the 2nd Tuesday of the month. Alcohol requests submitted less than 15 business days prior to the next Board meeting will have to be placed on the following month's Agenda.

If the Board approves the Resolution, please continue with the following steps:

Step 4: **APPROVAL FROM ABC**

A. If Requesting Group is a Non-Profit (all others please refer to section to B or C below):

1. **See attached ABC Non-Profit Guidelines Information.**
2. Fill out and submit ABC Form 221 and District approval letter (can be obtained from the District's General Clerk) to the Santa Ana District office and pay established permit fees. This is attached and can also be found at <http://www.abc.ca.gov/forms/PDFSp.html>.

ABC Santa Ana District Office

605 W Santa Ana Blvd, Bldg 28, Suite 369

Santa Ana, CA 92701

(714) 558-4101

(714) 953-4486 FAX

STA.Direct@abc.ca.gov

3. Fill out and submit appropriate OCHCA beverage dispensing requirements. District staff can give you the application and contact information for the OCHCA.

B. Requests for events at which Alcohol will be SERVED AT NO COST (no selling of alcohol permitted) for a private event such as a wedding or celebration ONLY:

1. ABC does not require approval for private events in which alcohol will be served under certain circumstances. Coordination with District staff is required for all event requests.

C. Requests at which Alcohol will be sold to guests for a wedding or celebration, political event, a commercial event or other type of non-private event, will be evaluated on a case by case basis by the District. The Requesting Group will be required to contact ABC and obtain the correct type of approval.

Step 5: SECURITY & INSURANCE

- A. Any events at which alcohol will be provided at no cost shall require hiring of licensed private security guards. The number of security guards will be determined by the District and/or ABC depending the scope of the event, number of attendees, etc. A security firm may be chosen from the list provided by the District. Security fees must be payable directly to the Security firm.
- B. Liability insurance must also be obtained naming the District as an additional insured and can be selected from a list provided by the District's General Clerk. Fees must be payable directly to the insurance firm.

Step 6: OBTAIN PERMIT FROM THE DISTRICT AND PAY REQUIRED FEES:

- A. If your request is approved by the OCHCA (where applicable) and ABC, the District may grant your request and issue the applicant a permit if all the special requirements and fees are paid at least 10 days prior to scheduled event.

Availability: Any requests conflicting with scheduled youth sports activities, religious services held at Rush Park, the Paper Drive or other requests conflicting with another scheduled special event or District special events will not be granted.

Park Hours: 7:00 a.m. to 10:00 p.m.*

*District Policy No. 6010.10 Limitations, states:

Use of a park or facility by any group or individual shall not exceed eight (8) hours including preparation time, on any one day. Unless approved by the Board, no outdoor events including preparation time, in Rush or Rossmoor Park shall be scheduled to begin before 8:00 a.m or conclude after dusk on non-lighted parks or 10:00 p.m. on lighted parks and facilities.

FEES: The applicant will be required to pay any fees for use of District property in accordance with the District's Fee Schedule.

Additional Fees: The OCHCA and/or ABC may require additional fees/security payable directly to their organizations.

Additional Requirements: Additional Orange County Fire Authority or County of Orange Special Event permitting requirements may be required based on the scope of your event. The District is not responsible for assisting with this application process. Additional fees may be required by those agencies.

If you have any questions regarding procedure or process for approval, please contact the Rush Park office Monday thru Friday 9:00am to 5:00pm at 562-430-3707.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a.

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: MINUTES: REGULAR MEETING OF April 14, 2015

RECOMMENDATION:

Approve the Minutes of the Regular Meeting of April 14, 2015 as prepared by the Board's Secretary/General Manager.

BACKGROUND:

The report reflects the actions of the Board at their Regular April 14, 2015 Meeting of the Board as recorded by the Board's Secretary/General Manager.

ATTACHMENTS:

1. Minutes-Regular Meeting of April 14, 2015 Prepared by the Board's Secretary/General Manager.



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

REGULAR MEETING

RUSH PARK
3021 Blume Drive
Rossmoor, California

Tuesday, April 14, 2015

A. ORGANIZATION

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

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

3. PLEDGE OF ALLEGIANCE

4. PRESENTATIONS:

- a.** President Kahlert—Los Alamitos Unified School Choirs re: Grand Championship at Fame NYC Competition.

President Bill Kahlert congratulated Los Alamitos Choir Director David Moellenkamp for his choir's recent achievement of being awarded Grand Championship at Fame NYC Competition and presented him with a proclamation on behalf of the RCSD Board.

B. ADDITIONS TO AGENDA—None

C. PUBLIC FORUM:

Kathy Larson reported on an email sent by Los Alamitos Unified School District Superintendent Sherry Kropp stating that due to a lack of school staff parking, the district is attempting to divert traffic by installing parking lots at both Lee and Rossmoor Elementary Schools. Ms. Larson voiced her opposition regarding the school district's decision to build the two parking lots and stated that the residents were beginning to organize to fight against the installation. She opined that the school board's decision created safety, aesthetic and traffic diversion issues. She further opined that parking and traffic were two separate issues.

President Kahlert stated that parking and traffic issues were outside RCSD's jurisdiction, and although the RCSD Board could act as a conduit for resident concerns, the issue was ultimately between the school district and residents.

Rossmoor Community Festival Coordinator Beverly Houghton reported on the progress of the festival coordination, list of attendees, planned events and entertainment. She stated that the festival was in serious need of more volunteers.

D. REPORTS TO THE BOARD

1. REPORT OF THE GENERAL MANAGER RE: DISTRICT CONTRACTING AND BIDDING PROCESS.

Recommendation to receive the General Manager's report on the contracting and bidding process.

The General Manager reported on the manner in which the district contracts for capital projects and the bidding process. A PowerPoint presentation was shown to demonstrate its correlation with district policies. President Kahlert thanked the general manager for his report and remarked that he looked forward to more reports of this nature in the upcoming transparency series. The report was received and filed.

E. CONSENT CALENDAR

1a. MINUTES REGULAR BOARD MEETING—March 10, 2015

2. REVENUE AND EXPENDITURE REPORT—February 2015

Director Burgess requested that Item E-2 Revenue and Expenditure Report be pulled from the consent calendar for discussion.

Motion by Director Casey, seconded by Director Maynard to approve Consent Calendar Items E-1a and E-1b as submitted. Motion passed 4-1, with Director Burgess voting No.

Director Burgess opined relative to the district bond fund and district cash flow.

Motion by Director Maynard, seconded by Director DeMarco to approve Consent Calendar Item E-2 as submitted. Motion passed 5-0.

F. PUBLIC HEARING: None

G. RESOLUTIONS—None

ORDINANCES

1. SECOND READING OF ORDINANCE NO. 2015-02 CODIFYING REVISIONS TO BOARD POLICY NO. 3080 PARKWAY AND ROSSMOOR WAY TREE MAINTENANCE.

Recommendation to give second reading and approve proposed amendments to Policy No. 3080 Parkway and Rossmoor Median Tree Maintenance and proposed Ordinance No. 2015-02 relating to the enforcement of District policy for illegal tree removal/tree trimming. The adoption of ordinances and policies require two readings, publication of the proposed ordinances in a newspaper of general circulation and 30 days thereafter for the ordinance to take effect after second reading.

Discussion ensued. Motion by Director Maynard, seconded by Director Casey to give second reading and approve proposed amendments to Policy No. 3080 Parkway and Rossmoor Median

Tree Maintenance and proposed Ordinance No. 2015-02 relating to the enforcement of District policy for illegal tree removal/tree trimming. Motion passed 5-0.

H. REGULAR CALENDAR:

1. REVISION OF FEE SCHEDULE FOR SPECIAL EVENTS WITH THE DISPENSING AND CONSUMPTION OF ALCOHOL (BEER AND WINE).

Recommendation to approve the proposed fees and charges for community events which include the dispensing and consumption of beer and/or wine.

Discussion ensued relative to the relationship between the fee amount and the number of attendees. The General Manager stated that The Rotary Club had withdrawn their beer garden fundraiser request for this year's Rossmoor Community Festival. Due to time constraints Rotary Club did not believe they could sell enough tickets or fulfill the various permitting requirement deadlines. Motion by Director Maynard, seconded by Director Casey to approve the proposed fees and charges for community events, which include the dispensing and consumption of beer and/or wine. Motion passed 5-0.

2. AMENDMENTS TO POLICY NO. 5020 BOARD MEETING AGENDA RE: PLACEMENT OF CERTAIN AGENDA ITEMS ON THE BOARD AGENDA.

Recommendation to give first reading to Policy No. 5020 Board Meeting Agenda regarding restructuring of certain placement of agenda items. Attached is a redline copy of Policy No. 5020 which incorporates that recommendation.

Discussion ensued. Motion by Director Maynard, seconded by Director Burgess to give first reading, waive second reading and approve Policy No. 5020 Board Meeting Agenda regarding restructuring of certain placement of agenda items. Motion passed 5-0.

IT WAS THE CONSENSUS OF THE BOARD THAT GENERAL MANAGER ITEMS, BOARD MEMBER ITEMS AND ITEM K-1 CLOSED SESSION BE MOVED AHEAD OF AGENDA ITEM H-3 PROFESSIONAL SERVICES CONTRACT—HT GROUP AT THIS TIME.

I. GENERAL MANAGER ITEMS:

The General Manager provided the board with status relative to district projects. He had contacted the County of Orange in response to Director DeMarco's safety concerns related to dark sections on Montecito Road due to street lighting and road striping inadequacies. The County was responsive and is in the process of restriping the road. He then contacted Edison to address the street lighting improvements. Edison referred him back to the County to have a survey conducted. The County will report any deficiencies back to the Edison Company for corrective action. As per the board's request at their last meeting he would also be providing them with general counsel's input relative to the I-405 EIR.

He also reported that the district credit card reservation system was now in place allowing patrons the option of paying for their reservations with a credit card. A new Recreation intern had been hired from Long Beach State and would begin working next month. He announced that a meeting between new Orange County Supervisor Michelle Steel, Director DeMarco, Director Maynard and the General Manager had been scheduled for Thursday, April 16th at 10:30 a.m.

The General Manager stated that Picnic Canopy Project plans and specifications had been completed; the canopy was currently under construction in another location. Once County permits are obtained the canopy will be shipped. He had also communicated with the Southern California Gas Company regarding the installation of wireless transmission towers in Rossmoor. The Gas Company and the County are working to resolve the 500' radius issue. Although there are no guarantees, there is a possibility that the tower could be relocated outside the community. In conclusion he stated that he was proud to announce that the district had received its Tree City USA designation for the fifth consecutive year as well as a milestone award for this achievement.

J. BOARD MEMBER ITEMS

Director Burgess had comments relative to resident concerns over parking overflow issues allegedly caused by Rossmoor Shopping Village businesses. He opined relative to the bond fund and suggested that the remaining bond fund balance be used to pay down the bond debt. He further opined relative to his interpretations of district cash flow data. He concluded with comments relative to his concerns surrounding the Los Alamitos Unified School District parking and traffic issues and expressed his support for a reduction in inter-district transfer students, which he considered to be the root of the problem.

Director DeMarco requested an update regarding Los Alamitos Unified School District traffic and parking issues at the May board meeting. He announced that the Los Alamitos High School would be holding their annual "Every 15 Minute Program" which is also done nationally. The event highlights and allows students to experience the negative consequences of drinking and driving. He stated that there would be traffic impacts due to road closures on Los Alamitos Blvd. from Cerritos Ave., north to the riverbed.

Chris Vlasik with the Los Alamitos Unified School District addressed the Board and community regarding the traffic and parking lot construction concerns. He agreed that parking and traffic issues were two separate issues. He stated that the school district did not know if state funding would go through for the projects. He added that he attended the PTA meeting with Dr. Kropp this afternoon and heard similar concerns. He insisted that the intent behind building the parking lots was not to obstruct the community; rather to reduce the cars on the street and provide more off-street parking for staff. He concluded that the district also intended to reduce the amount of inter-district transfer students in 2015-2016, which should improve traffic.

Director Maynard stated that he had received many calls from residents concerned about the drought. He wanted to be sure the district was being proactive with its water conservation efforts and was disseminating appropriate and timely information to residents regarding the scope of the reduction, how it affects our agency and our citizens. He requested a water conservation presentation to the board on the subject of drought facts and preventative measures.

General Manager Jim Ruth stated that the district had just completed a water audit the day before and he had met with Golden State Water Supervisor Matt Puffer earlier in the month to discuss water conservation mandates and options. The water audit did not reveal any major issues. The district has already cut its water usage by 20%. Golden State Water will be providing the district with a full report, recommendations and grant opportunities. They have also been invited to give a report to the board at the May board meeting.

Director Casey congratulated Los Alamitos High School Choir Director David Moellenkamp for

his choir's recent achievement of being awarded Grand Championship at Fame NYC Competition. He expressed his appreciation for musical competitions and the Choir's accomplishments.

President Kahlert reminded everyone to attend the Rossmoor Community Festival on Sunday, May 3, 2015. He encouraged all students and retirees to volunteer. President Kahlert also thanked the General Manager for his presentation on the District contract and bidding process—the first in the transparency series—he looked forward to future reports. He encouraged the public to attend the Los Alamitos Unified School District's public workshop regarding school parking and traffic on Tuesday, April 21, 2015 at 4 pm in the Rush Park Auditorium. Finally, he remarked that the drought issue is not going away—he believes it is the issue for the century. He concluded that the district and the community needed to develop a long term water conservation commitment and structure.

AT APPROXIMATELY 8:10 P.M. THE BOARD ADJOURNED TO CLOSED SESSION.

K. CLOSED SESSION:

1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code Section 54957

Title: General Manager

AT APPROXIMATELY 8:40 P.M. THE BOARD RECONVENED FROM CLOSED SESSION.

General Counsel reported that the Board recessed into closed session at approximately 8:10 p.m. to discuss one item on the agenda. They reconvened into open session at approximately 8:40 p.m. with the following to report: The Board voted 5-0 to accept in concept, the Goals and Objectives that had been formulated for General Manager James D. Ruth and to vest the authority in President Kahlert, to assign whatever weight to any of these goals and objectives he feels is necessary to achieve the goals of the district, in consultation with General Manager Ruth.

H. REGULAR CALENDAR

3. PROFESSIONAL SERVICES CONTRACT—HT GROUP

Recommendation for discussion and possible action on the Professional Services Contract HTGroup regarding Special Projects Consulting.

Discussion ensued relative to the General Manager's recommendation to extend the HTGroup Contract for one year with a thirty day termination clause. Motion by Director Maynard, seconded by Director Casey to approve the amended Professional Services Contract HTGroup for Special Projects Consulting. Motion passed 4-1, with Director Burgess voting No.

L. ADJOURNMENT:

Motion by Director Maynard, seconded by Director DeMarco to adjourn the regular meeting at 8:50 p.m. Motion passed 5-0.

SUBMITTED BY:

James D. Ruth
General Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REVENUE & EXPENDITURE REPORT - MARCH, 2015

RECOMMENDATION:

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

BACKGROUND:

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

ATTACHMENTS:

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

REVENUE / EXPENDITURE SUMMARY REPORT
 FUND 10 - GENERAL FUND
 March 2015 @ 75%

	Original Budget	Amended Budget	YTD Actual	Current Month	Unenc. Balance	% Budget
Revenues						
PROPERTY TAXES	753,614.00	767,129.00	492,396.15	45,420.51	274,732.85	64.2
STREET LIGHT ASSESSMENTS	258,000.00	265,000.00	172,632.54	15,833.40	92,367.46	65.1
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	733.68	0.00	1,766.32	29.3
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	2,686.54	0.00	58,113.46	4.4
FEEES AND SERVICES	159,900.00	159,900.00	109,517.25	7,650.00	50,382.75	68.5
OTHER REVENUE	23,500.00	58,500.00	1,929.72	240.41	56,570.28	3.3
Total Revenues	1,254,814.00	1,313,829.00	779,895.88	69,144.32	533,933.12	59.4
Expenditures						
ADMINISTRATION	391,200.00	426,141.00	345,939.23	32,763.11	80,201.77	81.2
RECREATION	122,553.00	123,003.00	92,071.29	12,136.99	30,931.71	74.9
ROSSMOOR PARK	170,513.00	193,835.00	137,759.21	13,684.75	56,075.79	71.1
MONTECITO CENTER	70,012.00	74,010.00	57,059.54	5,805.07	16,950.46	77.1
RUSH PARK	207,430.00	204,524.00	141,266.99	13,203.36	63,257.01	69.1
STREET LIGHTING	110,580.00	105,580.00	72,056.29	9,042.02	33,523.71	68.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	100.00	95.2
STREET SWEEPING	55,580.00	55,080.00	36,942.76	4,576.66	18,137.24	67.1
PARKWAY TREES	104,775.00	108,775.00	83,530.39	2,396.72	25,244.61	76.8
MINI-PARKS, MEDIANS & TRIANGLE	15,714.00	15,714.00	9,626.46	1,234.87	6,087.54	61.3
Total Expenditures	1,250,457.00	1,308,762.00	978,252.16	94,843.55	330,509.84	74.7

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

\$ 802,718.00

REVENUE REPORT
March 2015 @ 75%

Page: 2
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015

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

Fund: 10 - GENERAL FUND

Revenues

Dept: 00

PROPERTY TAXES	753,614.00	767,129.00	492,396.15	45,420.51	0.00	274,732.85	64.2
ASSESSMENTS	258,000.00	265,000.00	172,632.54	15,833.40	0.00	92,367.46	65.1
USE OF MONEY AND PROPERTY	2,000.00	2,500.00	733.68	0.00	0.00	1,766.32	29.3
OTHER GOVERNMENT AGENCIES	57,800.00	60,800.00	2,686.54	0.00	0.00	58,113.46	4.4
FEES AND SERVICES	159,900.00	159,900.00	109,517.25	7,650.00	0.00	50,382.75	68.5
OTHER REVENUE	23,500.00	58,500.00	1,929.72	240.41	0.00	56,570.28	3.3
Dept: 00	1,254,814.00	1,313,829.00	779,895.88	69,144.32	0.00	533,933.12	59.4
Revenues	1,254,814.00	1,313,829.00	779,895.88	69,144.32	0.00	533,933.12	59.4
Grand Total Net Effect:	1,254,814.00	1,313,829.00	779,895.88	69,144.32	0.00	533,933.12	

EXPENDITURE REPORT
March 2015 @ 75%

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
SALARIES AND BENEFITS	214,800.00	233,950.00	187,567.66	21,340.19	0.00	46,382.34	80.2
OPERATIONS AND MAINTENANCE	73,900.00	68,991.00	55,523.60	2,633.88	0.00	13,467.40	80.5
CONTRACT SERVICES	96,500.00	113,200.00	94,198.20	8,789.04	0.00	19,001.80	83.2
CAPITAL EXPENDITURES	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
ADMINISTRATION	391,200.00	426,141.00	345,939.23	32,763.11	0.00	80,201.77	81.2
Dept: 20 RECREATION							
SALARIES AND BENEFITS	92,353.00	92,903.00	69,404.34	7,330.80	0.00	23,498.66	74.7
OPERATIONS AND MAINTENANCE	24,700.00	24,600.00	20,386.13	4,450.01	0.00	4,213.87	82.9
CONTRACT SERVICES	3,500.00	3,500.00	2,248.13	356.18	0.00	1,251.87	64.2
CAPITAL EXPENDITURES	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6
RECREATION	122,553.00	123,003.00	92,071.29	12,136.99	0.00	30,931.71	74.9
Dept: 30 ROSSMOOR PARK							
SALARIES AND BENEFITS	57,013.00	67,610.00	51,184.72	4,993.95	0.00	16,425.28	75.7
OPERATIONS AND MAINTENANCE	75,550.00	88,525.00	59,509.87	5,689.54	0.00	29,015.13	67.2
CONTRACT SERVICES	37,700.00	37,450.00	26,942.05	3,001.26	0.00	10,507.95	71.9
CAPITAL EXPENDITURES	250.00	250.00	122.57	0.00	0.00	127.43	49.0
ROSSMOOR PARK	170,513.00	193,835.00	137,759.21	13,684.75	0.00	56,075.79	71.1
Dept: 40 MONTECITO CENTER							
SALARIES AND BENEFITS	43,762.00	49,425.00	39,134.15	4,041.06	0.00	10,290.85	79.2
OPERATIONS AND MAINTENANCE	18,400.00	16,785.00	12,223.34	1,122.75	0.00	4,561.66	72.8
CONTRACT SERVICES	7,800.00	7,750.00	5,702.05	641.26	0.00	2,047.95	73.6
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER	70,012.00	74,010.00	57,059.54	5,805.07	0.00	16,950.46	77.1
Dept: 50 RUSH PARK							
SALARIES AND BENEFITS	62,659.00	69,175.00	55,454.57	5,346.31	0.00	13,720.43	80.2
OPERATIONS AND MAINTENANCE	106,821.00	97,649.00	58,747.81	4,855.79	0.00	38,901.19	60.2
CONTRACT SERVICES	37,700.00	37,450.00	26,942.05	3,001.26	0.00	10,507.95	71.9
CAPITAL EXPENDITURES	250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK	207,430.00	204,524.00	141,266.99	13,203.36	0.00	63,257.01	69.1

EXPENDITURE REPORT
March 2015 @ 75%

Page: 4
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 60 STREET LIGHTING							
OPERATIONS AND MAINTENANCE	580.00	580.00	408.45	53.08	0.00	171.55	70.4
CONTRACT SERVICES	110,000.00	105,000.00	71,647.84	8,988.94	0.00	33,352.16	68.2
STREET LIGHTING	110,580.00	105,580.00	72,056.29	9,042.02	0.00	33,523.71	68.2
Dept: 65 ROSSMOOR WALL							
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
OPERATIONS AND MAINTENANCE	580.00	580.00	408.45	53.08	0.00	171.55	70.4
CONTRACT SERVICES	55,000.00	54,500.00	36,534.31	4,523.58	0.00	17,965.69	67.0
STREET SWEEPING	55,580.00	55,080.00	36,942.76	4,576.66	0.00	18,137.24	67.1
Dept: 80 PARKWAY TREES							
SALARIES AND BENEFITS	17,400.00	17,400.00	14,442.19	1,621.82	0.00	2,957.81	83.0
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	991.24	113.27	0.00	783.76	55.8
CONTRACT SERVICES	73,600.00	70,600.00	61,199.06	661.63	0.00	9,400.94	86.7
CAPITAL EXPENDITURES	12,000.00	19,000.00	6,897.90	0.00	0.00	12,102.10	36.3
PARKWAY TREES	104,775.00	108,775.00	83,530.39	2,396.72	0.00	25,244.61	76.8
Dept: 90 MINI-PARKS AND MEDIANS							
SALARIES AND BENEFITS	964.00	964.00	667.59	60.22	0.00	296.41	69.3
OPERATIONS AND MAINTENANCE	10,500.00	10,500.00	5,966.54	874.78	0.00	4,533.46	56.8
CONTRACT SERVICES	4,150.00	4,150.00	2,992.33	299.87	0.00	1,157.67	72.1
CAPITAL EXPENDITURES	100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS	15,714.00	15,714.00	9,626.46	1,234.87	0.00	6,087.54	61.3
Expenditures	1,250,457.00	1,308,762.00	978,252.16	94,843.55	0.00	330,509.84	74.7
Grand Total Net Effect:	-1,250,457.00	-1,308,762.00	-978,252.16	-94,843.55	0.00	-330,509.84	

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
3000	Current Secured Property Taxes	689,313.00	698,000.00	443,569.95	43,605.94	0.00	254,430.05	63.5
3001	Current unsecured prop tax	26,010.00	26,010.00	22,844.00	0.00	0.00	3,166.00	87.8
3002	Prior secured property taxes	10,200.00	10,200.00	6,302.03	371.87	0.00	3,897.97	61.8
3003	Prior unsecured prop taxes	449.00	4,577.00	0.00	0.00	0.00	4,577.00	0.0
3004	Delinquent property taxes	510.00	510.00	0.00	0.00	0.00	510.00	0.0
3010	Current supplemental assessmt	15,300.00	16,000.00	13,821.71	1,442.70	0.00	2,178.29	86.4
3020	Public utility tax	11,832.00	11,832.00	5,858.46	0.00	0.00	5,973.54	49.5
PROPERTY TAXES		753,614.00	767,129.00	492,396.15	45,420.51	0.00	274,732.85	64.2
Acct Class: 31 ASSESSMENTS								
3105	Street light assessments	258,000.00	265,000.00	172,632.54	15,833.40	0.00	92,367.46	65.1
ASSESSMENTS		258,000.00	265,000.00	172,632.54	15,833.40	0.00	92,367.46	65.1
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	2,000.00	2,500.00	733.68	0.00	0.00	1,766.32	29.3
USE OF MONEY AND PROPERTY		2,000.00	2,500.00	733.68	0.00	0.00	1,766.32	29.3
Acct Class: 33 OTHER GOVERNMENT AGENCIES								
3301	State homeowner proptax relief	5,800.00	5,800.00	2,686.54	0.00	0.00	3,113.46	46.3
3305	County street sweep reimburse	52,000.00	55,000.00	0.00	0.00	0.00	55,000.00	0.0
OTHER GOVERNMENT AGENCIES		57,800.00	60,800.00	2,686.54	0.00	0.00	58,113.46	4.4
Acct Class: 34 FEES AND SERVICES								
3404	Court reservations	14,040.00	14,040.00	10,816.25	659.00	0.00	3,223.75	77.0
3405	Wall Rental	520.00	520.00	360.00	20.00	0.00	160.00	69.2
3406	Ball field reservations	28,600.00	28,600.00	18,275.00	876.00	0.00	10,325.00	63.9
3410	Rossmoor building rental	4,680.00	4,680.00	2,449.00	164.00	0.00	2,231.00	52.3
3412	Montecito building rental	25,220.00	25,220.00	16,798.00	667.00	0.00	8,422.00	66.6
3414	Rush Park Building Rental	86,840.00	86,840.00	60,819.00	5,264.00	0.00	26,021.00	70.0
FEES AND SERVICES		159,900.00	159,900.00	109,517.25	7,650.00	0.00	50,382.75	68.5
Acct Class: 35 OTHER REVENUE								
3500	Other miscellaneous revenue	3,500.00	3,500.00	1,929.72	240.41	0.00	1,570.28	55.1
3502	Administrative Fee	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
3600	TRANSFER IN/OUT OTHER FUNDS	0.00	35,000.00	0.00	0.00	0.00	35,000.00	0.0
OTHER REVENUE		23,500.00	58,500.00	1,929.72	240.41	0.00	56,570.28	3.3
Dept: 00		1,254,814.00	1,313,829.00	779,895.88	69,144.32	0.00	533,933.12	59.4
Revenues								
		1,254,814.00	1,313,829.00	779,895.88	69,144.32	0.00	533,933.12	59.4
Expenditures								
Dept: 10 ADMINISTRATION								
Acct Class: 40 SALARIES AND BENEFITS								
4000	Board of Directors Compensatn	14,000.00	11,000.00	7,150.00	1,000.00	0.00	3,850.00	65.0
4001	Salaries - Full-time	156,000.00	172,000.00	136,642.05	14,957.66	0.00	35,357.95	79.4
4003	Salaries - Overtime	3,300.00	3,600.00	2,612.05	240.16	0.00	987.95	72.6
4007	Vehicle Allowance	500.00	500.00	442.45	161.23	0.00	57.55	88.5
4010	Workers Compensation Insurance	3,600.00	2,600.00	1,984.68	777.67	0.00	615.32	76.3
4011	Medical Insurance	27,500.00	31,000.00	26,264.06	2,939.24	0.00	4,735.94	84.7
4015	Federal Payroll Tax -FICA	8,800.00	12,750.00	12,004.83	1,231.59	0.00	745.17	94.2
4018	State Payroll Taxes	1,100.00	500.00	467.54	32.64	0.00	32.46	93.5
SALARIES AND BENEFITS		214,800.00	233,950.00	187,567.66	21,340.19	0.00	46,382.34	80.2
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5002	Insurance - Liability	12,500.00	13,187.00	13,186.91	0.00	0.00	0.00	100.0
5004	Memberships and Dues	6,400.00	6,400.00	6,051.48	0.00	0.00	348.52	94.6
5006	Travel & Meetings	1,500.00	1,500.00	1,345.15	0.00	0.00	154.85	89.7

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 10 ADMINISTRATION							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5007 Televised Meeting Costs	17,200.00	17,200.00	11,391.95	1,404.00	0.00	5,808.05	66.2
5010 Publications & Legal Notices	7,200.00	7,200.00	5,645.33	106.25	0.00	1,554.67	78.4
5012 Printing	400.00	700.00	541.47	181.44	0.00	158.53	77.4
5014 Postage	2,000.00	2,000.00	1,423.52	13.40	0.00	576.48	71.2
5016 Office Supplies	7,200.00	7,200.00	5,024.10	540.98	0.00	2,175.90	69.8
5020 Telephone	1,000.00	1,500.00	1,088.54	22.43	0.00	411.46	72.6
5045 Miscellaneous Expenditures	5,500.00	5,500.00	3,412.40	284.60	0.00	2,087.60	62.0
5046 Bank Service Charge	1,000.00	1,000.00	809.04	80.78	0.00	190.96	80.9
5050 Elections	12,000.00	5,604.00	5,603.71	0.00	0.00	0.29	100.0
OPERATIONS AND MAINTENANCE							
	73,900.00	68,991.00	55,523.60	2,633.88	0.00	13,467.40	80.5
Acct Class: 56 CONTRACT SERVICES							
5610 Legal Counsel	38,000.00	54,500.00	49,722.44	3,510.00	0.00	4,777.56	91.2
5615 Financial Audit-Consulting	8,500.00	8,700.00	8,700.00	0.00	0.00	0.00	100.0
5670 Other Professional Services	50,000.00	50,000.00	35,775.76	5,279.04	0.00	14,224.24	71.6
CONTRACT SERVICES							
	96,500.00	113,200.00	94,198.20	8,789.04	0.00	19,001.80	83.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
CAPITAL EXPENDITURES							
	6,000.00	10,000.00	8,649.77	0.00	0.00	1,350.23	86.5
ADMINISTRATION							
	391,200.00	426,141.00	345,939.23	32,763.11	0.00	80,201.77	81.2
Dept: 20 RECREATION							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	51,229.00	51,229.00	37,881.86	3,866.00	0.00	13,347.14	73.9
4002 Salaries - Part-time	22,104.00	22,104.00	17,074.17	2,059.89	0.00	5,029.83	77.2
4003 Salaries - Overtime	3,640.00	3,640.00	1,572.72	69.53	0.00	2,067.28	43.2
4005 Salaries - Event Attendant	200.00	400.00	352.50	0.00	0.00	47.50	88.1
4007 Vehicle Allowance	500.00	350.00	235.07	67.48	0.00	114.93	67.2
4010 Workers Compensation Insurance	1,080.00	1,080.00	808.47	0.00	0.00	271.53	74.9
4011 Medical Insurance	7,000.00	8,000.00	6,677.42	747.28	0.00	1,322.58	83.5
4015 Federal Payroll Tax -FICA	5,500.00	5,500.00	4,340.00	458.49	0.00	1,160.00	78.9
4018 State Payroll Taxes	1,100.00	600.00	462.13	62.13	0.00	137.87	77.0
SALARIES AND BENEFITS							
	92,353.00	92,903.00	69,404.34	7,330.80	0.00	23,498.66	74.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5006 Travel & Meetings	250.00	400.00	220.00	0.00	0.00	180.00	55.0
5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	100.00	100.00	56.96	0.00	0.00	43.04	57.0
5014 Postage	150.00	150.00	78.91	0.00	0.00	71.09	52.6
5016 Office Supplies	1,000.00	1,000.00	822.86	0.00	0.00	177.14	82.3
5017 Community Events	14,000.00	14,000.00	11,491.69	4,154.00	0.00	2,508.31	82.1
5019 Fireworks	6,200.00	6,200.00	6,200.00	0.00	0.00	0.00	100.0
5020 Telephone	1,800.00	1,800.00	1,362.12	296.01	0.00	437.88	75.7
5045 Miscellaneous Expenditures	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5051 Equipment Rental	500.00	250.00	0.00	0.00	0.00	250.00	0.0
OPERATIONS AND MAINTENANCE							
	24,700.00	24,600.00	20,386.13	4,450.01	0.00	4,213.87	82.9
Acct Class: 56 CONTRACT SERVICES							
5670 Other Professional Services	3,500.00	3,500.00	2,248.13	356.18	0.00	1,251.87	64.2
CONTRACT SERVICES							
	3,500.00	3,500.00	2,248.13	356.18	0.00	1,251.87	64.2
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6
CAPITAL EXPENDITURES							
	2,000.00	2,000.00	32.69	0.00	0.00	1,967.31	1.6

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
RECREATION	122,553.00	123,003.00	92,071.29	12,136.99	0.00	30,931.71	74.9
Dept: 30 ROSSMOOR PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	31,252.00	37,500.00	28,864.91	2,980.95	0.00	8,635.09	77.0
4002 Salaries - Part-time	6,851.00	10,600.00	7,626.17	722.70	0.00	2,973.83	71.9
4003 Salaries - Overtime	1,900.00	2,200.00	1,376.86	65.72	0.00	823.14	62.6
4005 Salaries - Event Attendant	250.00	250.00	0.00	0.00	0.00	250.00	0.0
4010 Workers Compensation Insurance	3,800.00	2,800.00	1,999.84	0.00	0.00	800.16	71.4
4011 Medical Insurance	8,700.00	10,000.00	8,248.64	923.11	0.00	1,751.36	82.5
4015 Federal Payroll Tax -FICA	3,600.00	4,000.00	2,833.75	287.92	0.00	1,166.25	70.8
4018 State Payroll Taxes	660.00	260.00	234.55	13.55	0.00	25.45	90.2
SALARIES AND BENEFITS	57,013.00	67,610.00	51,184.72	4,993.95	0.00	16,425.28	75.7
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	300.00	300.00	153.59	0.00	0.00	146.41	51.2
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1
5016 Office Supplies	900.00	900.00	696.12	284.70	0.00	203.88	77.3
5018 Janitorial Supplies	4,500.00	4,500.00	2,173.11	0.00	0.00	2,326.89	48.3
5020 Telephone	1,600.00	1,600.00	1,225.33	159.22	0.00	374.67	76.6
5022 Utilities	48,000.00	55,000.00	37,477.12	3,477.81	0.00	17,522.88	68.1
5025 SECURED PROP TAX	900.00	875.00	875.05	0.00	0.00	-0.05	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	445.76	19.11	0.00	554.24	44.6
5032 Building & Grounds-Maintenance	16,000.00	22,000.00	15,756.36	1,722.32	0.00	6,243.64	71.6
5034 Alarm Systems	750.00	750.00	533.89	26.38	0.00	216.11	71.2
5045 Miscellaneous Expenditures	500.00	500.00	118.00	0.00	0.00	382.00	23.6
5051 Equipment Rental	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5052 Minor Facility Repairs	500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	75,550.00	88,525.00	59,509.87	5,689.54	0.00	29,015.13	67.2
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	33,000.00	33,000.00	23,895.00	2,655.00	0.00	9,105.00	72.4
5656 Tree Trimming	1,200.00	950.00	895.96	1.25	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,151.09	345.01	0.00	1,348.91	61.5
CONTRACT SERVICES	37,700.00	37,450.00	26,942.05	3,001.26	0.00	10,507.95	71.9
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	122.57	0.00	0.00	127.43	49.0
CAPITAL EXPENDITURES	250.00	250.00	122.57	0.00	0.00	127.43	49.0
ROSSMOOR PARK	170,513.00	193,835.00	137,759.21	13,684.75	0.00	56,075.79	71.1
Dept: 40 MONTECITO CENTER							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	26,137.00	31,000.00	24,228.77	2,509.10	0.00	6,771.23	78.2
4002 Salaries - Part-time	3,425.00	4,000.00	3,400.14	491.26	0.00	599.86	85.0
4003 Salaries - Overtime	1,000.00	1,200.00	943.15	50.96	0.00	256.85	78.6
4010 Workers Compensation Insurance	3,000.00	2,250.00	1,608.40	0.00	0.00	641.60	71.5
4011 Medical Insurance	7,100.00	8,100.00	6,674.18	746.92	0.00	1,425.82	82.4
4015 Federal Payroll Tax -FICA	2,500.00	2,750.00	2,171.73	232.97	0.00	578.27	79.0
4018 State Payroll Taxes	600.00	125.00	107.78	9.85	0.00	17.22	86.2
SALARIES AND BENEFITS	43,762.00	49,425.00	39,134.15	4,041.06	0.00	10,290.85	79.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	200.00	200.00	153.59	0.00	0.00	46.41	76.8
5012 Printing	50.00	50.00	28.48	0.00	0.00	21.52	57.0
5014 Postage	50.00	50.00	27.06	0.00	0.00	22.94	54.1
5016 Office Supplies	900.00	900.00	696.12	284.70	0.00	203.88	77.3
5018 Janitorial Supplies	3,000.00	3,000.00	2,173.11	0.00	0.00	826.89	72.4
5020 Telephone	1,650.00	1,650.00	1,088.54	22.43	0.00	561.46	66.0

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND							
Expenditures							
Dept: 40 MONTECITO CENTER							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5022 Utilities	4,000.00	4,000.00	2,896.53	363.25	0.00	1,103.47	72.4
5025 SECURED PROP TAX	750.00	735.00	734.86	0.00	0.00	0.14	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	445.75	19.10	0.00	554.25	44.6
5032 Building & Grounds-Maintenance	3,000.00	4,000.00	3,386.08	407.66	0.00	613.92	84.7
5034 Alarm Systems	500.00	400.00	374.73	25.61	0.00	25.27	93.7
5045 Miscellaneous Expenditures	50.00	50.00	10.27	0.00	0.00	39.73	20.5
5051 Equipment Rental	250.00	250.00	0.00	0.00	0.00	250.00	0.0
5052 Minor Facility Repairs	3,000.00	500.00	208.22	0.00	0.00	291.78	41.6
OPERATIONS AND MAINTENANCE	18,400.00	16,785.00	12,223.34	1,122.75	0.00	4,561.66	72.8
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	3,300.00	3,300.00	2,655.00	295.00	0.00	645.00	80.5
5656 Tree Trimming	1,000.00	950.00	895.96	1.25	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,151.09	345.01	0.00	1,348.91	61.5
CONTRACT SERVICES	7,800.00	7,750.00	5,702.05	641.26	0.00	2,047.95	73.6
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	50.00	50.00	0.00	0.00	0.00	50.00	0.0
CAPITAL EXPENDITURES	50.00	50.00	0.00	0.00	0.00	50.00	0.0
MONTECITO CENTER	70,012.00	74,010.00	57,059.54	5,805.07	0.00	16,950.46	77.1
Dept: 50 RUSH PARK							
Acct Class: 40 SALARIES AND BENEFITS							
4001 Salaries - Full-time	34,034.00	37,000.00	28,552.51	2,980.95	0.00	8,447.49	77.2
4002 Salaries - Part-time	8,200.00	9,000.00	7,926.12	755.64	0.00	1,073.88	88.1
4003 Salaries - Overtime	1,650.00	2,000.00	1,459.37	108.95	0.00	540.63	73.0
4005 Salaries - Event Attendant	2,000.00	4,000.00	3,775.44	242.94	0.00	224.56	94.4
4010 Workers Compensation Insurance	3,500.00	2,600.00	1,999.84	0.00	0.00	600.16	76.9
4011 Medical Insurance	8,700.00	10,000.00	8,248.64	923.11	0.00	1,751.36	82.5
4015 Federal Payroll Tax -FICA	3,800.00	4,200.00	3,151.50	312.32	0.00	1,048.50	75.0
4018 State Payroll Taxes	775.00	375.00	341.15	22.40	0.00	33.85	91.0
SALARIES AND BENEFITS	62,659.00	69,175.00	55,454.57	5,346.31	0.00	13,720.43	80.2
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5010 Publications & Legal Notices	500.00	500.00	0.00	0.00	0.00	500.00	0.0
5012 Printing	500.00	250.00	141.46	112.98	0.00	108.54	56.6
5014 Postage	100.00	100.00	27.06	0.00	0.00	72.94	27.1
5016 Office Supplies	900.00	900.00	696.10	284.68	0.00	203.90	77.3
5018 Janitorial Supplies	4,500.00	4,000.00	2,179.65	0.00	0.00	1,820.35	54.5
5020 Telephone	1,800.00	1,800.00	1,362.12	296.01	0.00	437.88	75.7
5022 Utilities	67,771.00	66,000.00	40,408.78	2,750.96	0.00	25,591.22	61.2
5025 SECURED PROP TAX	3,500.00	3,349.00	3,348.87	0.00	0.00	0.13	100.0
5030 Vehicle Maintenance	1,000.00	1,000.00	599.30	19.10	0.00	400.70	59.9
5032 Building & Grounds-Maintenance	23,500.00	18,000.00	9,336.76	1,116.45	0.00	8,663.24	51.9
5034 Alarm Systems	750.00	750.00	338.71	25.61	0.00	411.29	45.2
5045 Miscellaneous Expenditures	250.00	250.00	59.00	0.00	0.00	191.00	23.6
5051 Equipment Rental	250.00	250.00	250.00	250.00	0.00	0.00	100.0
5052 Minor Facility Repairs	1,500.00	500.00	0.00	0.00	0.00	500.00	0.0
OPERATIONS AND MAINTENANCE	106,821.00	97,649.00	58,747.81	4,855.79	0.00	38,901.19	60.2
Acct Class: 56 CONTRACT SERVICES							
5655 Landscape Maintenance	33,000.00	33,000.00	23,895.00	2,655.00	0.00	9,105.00	72.4
5656 Tree Trimming	1,200.00	950.00	895.96	1.25	0.00	54.04	94.3
5670 Other Professional Services	3,500.00	3,500.00	2,151.09	345.01	0.00	1,348.91	61.5
CONTRACT SERVICES	37,700.00	37,450.00	26,942.05	3,001.26	0.00	10,507.95	71.9
Acct Class: 60 CAPITAL EXPENDITURES							
6010 Equipment	250.00	250.00	122.56	0.00	0.00	127.44	49.0

REVENUE/EXPENDITURE REPORT

March 2015 @ 75%

Page: 4
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015

Fund 10 - GENERAL FUND

Expenditures

Dept 50 RUSH PARK

	Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
CAPITAL EXPENDITURES	250.00	250.00	122.56	0.00	0.00	127.44	49.0
RUSH PARK	207,430.00	204,524.00	141,266.99	13,203.36	0.00	63,257.01	69.1
Dept: 60 STREET LIGHTING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	408.45	53.08	0.00	171.55	70.4
OPERATIONS AND MAINTENANCE	580.00	580.00	408.45	53.08	0.00	171.55	70.4
Acct Class: 56 CONTRACT SERVICES							
5650 Lighting and Maintenance	110,000.00	105,000.00	71,647.84	8,988.94	0.00	33,352.16	68.2
CONTRACT SERVICES	110,000.00	105,000.00	71,647.84	8,988.94	0.00	33,352.16	68.2
STREET LIGHTING	110,580.00	105,580.00	72,056.29	9,042.02	0.00	33,523.71	68.2
Dept: 65 ROSSMOOR WALL							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5002 Insurance - Liability	2,000.00	2,000.00	2,000.00	0.00	0.00	0.00	100.0
5032 Building & Grounds-Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
OPERATIONS AND MAINTENANCE	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
ROSSMOOR WALL	2,100.00	2,100.00	2,000.00	0.00	0.00	100.00	95.2
Dept: 70 STREET SWEEPING							
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5020 Telephone	580.00	580.00	408.45	53.08	0.00	171.55	70.4
OPERATIONS AND MAINTENANCE	580.00	580.00	408.45	53.08	0.00	171.55	70.4
Acct Class: 56 CONTRACT SERVICES							
5642 Street Sweeping	55,000.00	54,500.00	36,534.31	4,523.58	0.00	17,965.69	67.0
CONTRACT SERVICES	55,000.00	54,500.00	36,534.31	4,523.58	0.00	17,965.69	67.0
STREET SWEEPING	55,580.00	55,080.00	36,942.76	4,576.66	0.00	18,137.24	67.1
Dept: 80 PARKWAY TREES							
Acct Class: 40 SALARIES AND BENEFITS							
4002 Salaries - Part-time	15,800.00	15,800.00	12,927.94	1,465.71	0.00	2,872.06	81.8
4003 Salaries - Overtime	0.00	0.00	12.35	0.00	0.00	-12.35	0.0
4007 Vehicle Allowance	400.00	400.00	321.18	0.00	0.00	78.82	80.3
4015 Federal Payroll Tax -FICA	1,000.00	1,000.00	989.88	112.13	0.00	10.12	99.0
4018 State Payroll Taxes	200.00	200.00	190.84	43.98	0.00	9.16	95.4
SALARIES AND BENEFITS	17,400.00	17,400.00	14,442.19	1,621.82	0.00	2,957.81	83.0
Acct Class: 50 OPERATIONS AND MAINTENANCE							
5012 Printing	25.00	25.00	0.19	0.00	0.00	24.81	0.8
5014 Postage	300.00	300.00	12.08	0.00	0.00	287.92	4.0
5016 Office Supplies	200.00	200.00	81.95	7.13	0.00	118.05	41.0
5020 Telephone	1,000.00	1,000.00	816.90	106.14	0.00	183.10	81.7
5030 Vehicle Maintenance	200.00	200.00	50.12	0.00	0.00	149.88	25.1
5051 Equipment Rental	50.00	50.00	30.00	0.00	0.00	20.00	60.0
OPERATIONS AND MAINTENANCE	1,775.00	1,775.00	991.24	113.27	0.00	783.76	55.8
Acct Class: 56 CONTRACT SERVICES							
5656 Tree Trimming	67,000.00	64,000.00	56,981.12	78.85	0.00	7,018.88	89.0
5660 TREE REMOVAL	700.00	700.00	0.00	0.00	0.00	700.00	0.0
5664 Tree Watering Program	400.00	400.00	0.00	0.00	0.00	400.00	0.0
5670 Other Professional Services	5,500.00	5,500.00	4,217.94	582.78	0.00	1,282.06	76.7
CONTRACT SERVICES	73,600.00	70,600.00	61,199.06	661.63	0.00	9,400.94	86.7

REVENUE/EXPENDITURE REPORT

March 2015 @ 75%

Page: 10
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 10 - GENERAL FUND								
Expenditures								
Dept: 80 PARKWAY TREES								
Acct Class: 60 CAPITAL EXPENDITURES								
6015	Trees	12,000.00	19,000.00	6,897.90	0.00	0.00	12,102.10	36.3
CAPITAL EXPENDITURES		12,000.00	19,000.00	6,897.90	0.00	0.00	12,102.10	36.3
PARKWAY TREES		104,775.00	108,775.00	83,530.39	2,396.72	0.00	25,244.61	76.8
Dept: 90 MINI-PARKS AND MEDIANS								
Acct Class: 40 SALARIES AND BENEFITS								
4001	Salaries - Full-time	639.00	639.00	494.31	54.10	0.00	144.69	77.4
4003	Salaries - Overtime	60.00	60.00	30.12	1.84	0.00	29.88	50.2
4010	Workers Compensation Insurance	180.00	180.00	93.67	0.00	0.00	86.33	52.0
4015	Federal Payroll Tax -FICA	70.00	70.00	39.94	4.28	0.00	30.06	57.1
4018	State Payroll Taxes	15.00	15.00	9.55	0.00	0.00	5.45	63.7
SALARIES AND BENEFITS		964.00	964.00	667.59	60.22	0.00	296.41	69.3
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5020	Telephone	500.00	500.00	408.45	53.05	0.00	91.55	81.7
5022	Utilities	8,500.00	8,500.00	4,954.59	811.38	0.00	3,545.41	58.3
5030	Vehicle Maintenance	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5032	Building & Grounds-Maintenance	1,000.00	1,000.00	603.50	10.35	0.00	396.50	60.4
5045	Miscellaneous Expenditures	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5051	Equipment Rental	100.00	100.00	0.00	0.00	0.00	100.00	0.0
5052	Minor Facility Repairs	200.00	200.00	0.00	0.00	0.00	200.00	0.0
OPERATIONS AND MAINTENANCE		10,500.00	10,500.00	5,966.54	874.78	0.00	4,533.46	56.8
Acct Class: 56 CONTRACT SERVICES								
5655	Landscape Maintenance	3,600.00	3,600.00	2,655.00	295.00	0.00	945.00	73.8
5656	Tree Trimming	500.00	500.00	298.60	0.40	0.00	201.40	59.7
5670	Other Professional Services	50.00	50.00	38.73	4.47	0.00	11.27	77.5
CONTRACT SERVICES		4,150.00	4,150.00	2,992.33	299.87	0.00	1,157.67	72.1
Acct Class: 60 CAPITAL EXPENDITURES								
6010	Equipment	100.00	100.00	0.00	0.00	0.00	100.00	0.0
CAPITAL EXPENDITURES		100.00	100.00	0.00	0.00	0.00	100.00	0.0
MINI-PARKS AND MEDIANS		15,714.00	15,714.00	9,626.46	1,234.87	0.00	6,087.54	61.3
Expenditures		1,250,457.00	1,308,762.00	978,252.16	94,843.55	0.00	330,509.84	74.7
Net Effect for GENERAL FUND		4,357.00	5,067.00	-198,356.28	-25,699.23	0.00	203,423.28	-3,914.7
Change in Fund Balance:				-198,356.28				

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Page: 11
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 20 - ASSESSMENT DISTRICT FUND-RUSH								
Revenues								
Dept: 00								
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	380,000.00	380,000.00	257,803.69	29,702.10	0.00	122,196.31	67.8
3101	Property assessments-prior yr	3,400.00	3,400.00	2,455.07	0.00	0.00	944.93	72.2
ASSESSMENTS		383,400.00	383,400.00	260,258.76	29,702.10	0.00	123,141.24	67.9
Dept: 00		383,400.00	383,400.00	260,258.76	29,702.10	0.00	123,141.24	67.9
Revenues		383,400.00	383,400.00	260,258.76	29,702.10	0.00	123,141.24	67.9
Expenditures								
Dept: 50 RUSH PARK								
Acct Class: 56 CONTRACT SERVICES								
5617	Administrative Fees	20,000.00	20,000.00	0.00	0.00	0.00	20,000.00	0.0
5619	Bond Trustee	2,875.00	3,048.00	3,047.50	0.00	0.00	0.50	100.0
CONTRACT SERVICES		22,875.00	23,048.00	3,047.50	0.00	0.00	20,000.50	13.2
Acct Class: 58 DEBT SERVICE								
5800	Principal	230,000.00	230,000.00	230,000.00	0.00	0.00	0.00	100.0
5801	Interest	121,210.00	121,210.00	121,210.00	0.00	0.00	0.00	100.0
DEBT SERVICE		351,210.00	351,210.00	351,210.00	0.00	0.00	0.00	100.0
RUSH PARK		374,085.00	374,258.00	354,257.50	0.00	0.00	20,000.50	94.7
Dept: 95 CONTINGENCY/RESERVES								
Acct Class: 59 RESERVES/CONTINGENCIES								
5730	Reserves - general	0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
RESERVES/CONTINGENCIES		0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
CONTINGENCY/RESERVES		0.00	0.00	10,498.30	0.00	0.00	-10,498.30	0.0
Expenditures		374,085.00	374,258.00	364,755.80	0.00	0.00	9,502.20	97.5
Net Effect for ASSESSMENT DISTRICT FUND-RUSH		9,315.00	9,142.00	-104,497.04	29,702.10	0.00	113,639.04	-1,143.0
Change in Fund Balance:				-104,497.04				

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Page: 12
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 30 - SPECIAL TAX FUND-ROSSMOOR WALL								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	105,202.00	105,202.00	105,202.00	0.00	0.00	0.00	100.0
PROPERTY TAXES		105,202.00	105,202.00	105,202.00	0.00	0.00	0.00	100.0
Acct Class: 31 ASSESSMENTS								
3100	Property assessments	87,700.00	87,700.00	57,901.70	6,720.00	0.00	29,798.30	66.0
3101	Property assessments-prior yr	780.00	780.00	471.88	0.00	0.00	308.12	60.5
ASSESSMENTS		88,480.00	88,480.00	58,373.58	6,720.00	0.00	30,106.42	66.0
Acct Class: 32 USE OF MONEY AND PROPERTY								
3200	Interest on investments	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
USE OF MONEY AND PROPERTY		1,000.00	1,000.00	0.00	0.00	0.00	1,000.00	0.0
Dept: 00		194,682.00	194,682.00	163,575.58	6,720.00	0.00	31,106.42	84.0
Revenues		194,682.00	194,682.00	163,575.58	6,720.00	0.00	31,106.42	84.0
Expenditures								
Dept: 65 ROSSMOOR WALL								
Acct Class: 56 CONTRACT SERVICES								
5619	Bond Trustee	2,530.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
CONTRACT SERVICES		2,530.00	2,640.00	2,640.00	0.00	0.00	0.00	100.0
Acct Class: 58 DEBT SERVICE								
5800	Principal	65,000.00	65,000.00	65,000.00	0.00	0.00	0.00	100.0
5801	Interest	14,935.00	14,935.00	14,935.00	0.00	0.00	0.00	100.0
DEBT SERVICE		79,935.00	79,935.00	79,935.00	0.00	0.00	0.00	100.0
ROSSMOOR WALL		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Expenditures		82,465.00	82,575.00	82,575.00	0.00	0.00	0.00	100.0
Net Effect for SPECIAL TAX FUND-ROSSMOOR WALL		112,217.00	112,107.00	81,000.58	6,720.00	0.00	31,106.42	72.3
Change in Fund Balance:				-24,201.42				

REVENUE/EXPENDITURE REPORT
March 2015 @ 75%

Page: 13
4/8/2015
10:21 am

Rossmoor Community

For the Period: 7/1/2014 to 3/31/2015		Original Bud.	Amended Bud.	YTD Actual	CURR MTH	Encumb. YTD	UnencBal	% Bud
Fund: 40 - CAPITAL PROJECTS CONTRIBUTIONS								
Revenues								
Dept: 00								
Acct Class: 30 PROPERTY TAXES								
2999	FY Begin Fund Balance	97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
PROPERTY TAXES		97,685.00	97,685.00	0.00	0.00	0.00	97,685.00	0.0
Acct Class: 35 OTHER REVENUE								
3600	TRANSFER IN/OUT OTHER FUNDS	100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
OTHER REVENUE		100,000.00	100,000.00	0.00	0.00	0.00	100,000.00	0.0
Dept: 00		197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Revenues		197,685.00	197,685.00	0.00	0.00	0.00	197,685.00	0.0
Expenditures								
Dept: 40 MONTECITO CENTER								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
CAPITAL EXPENDITURES		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
MONTECITO CENTER		0.00	10,957.00	10,956.69	0.00	0.00	0.31	100.0
Dept: 50 RUSH PARK								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
CAPITAL EXPENDITURES		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
RUSH PARK		67,000.00	128,768.00	33,688.61	0.00	0.00	95,079.39	26.2
Dept: 65 ROSSMOOR WALL								
Acct Class: 60 CAPITAL EXPENDITURES								
6005	Buildings and Improvements	20,000.00	19,300.00	22,301.29	9,050.00	0.00	-3,001.29	115.6
CAPITAL EXPENDITURES		20,000.00	19,300.00	22,301.29	9,050.00	0.00	-3,001.29	115.6
ROSSMOOR WALL		20,000.00	19,300.00	22,301.29	9,050.00	0.00	-3,001.29	115.6
Dept: 75 CAPITAL PROJECTS								
Acct Class: 50 OPERATIONS AND MAINTENANCE								
5045	Miscellaneous Expenditures	7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
OPERATIONS AND MAINTENANCE		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
CAPITAL PROJECTS		7,000.00	1,730.00	1,730.00	0.00	0.00	0.00	100.0
Expenditures		94,000.00	160,755.00	68,676.59	9,050.00	0.00	92,078.41	42.7
Net Effect for CAPITAL PROJECTS CONTRIBUTIONS		103,685.00	36,930.00	-68,676.59	-9,050.00	0.00	105,606.59	-186.0
Change in Fund Balance:				-68,676.59				
Grand Total Net Effect:		229,574.00	163,246.00	-290,529.33	1,672.87	0.00	453,775.33	

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date: May 12, 2015
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.

New for this quarter is the reformatting of the Quarterly Status Reports, Recreation Reports and Tree Reports which have been separately reported. These are now combined into a single report which depicts a more comprehensive status of all of the District's goals, objectives and responsibilities. A traditional recreation and tree report is also attached to give the Board a more specific status on these areas of responsibility consistent with Board policies.

ATTACHMENTS:

1. Third Quarter 2014-15 Status Report.
2. District Mission Statement, Goals and Objectives.



THIRD QUARTER FY 2014-2015 STATUS REPORT



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

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

Objective 1: Meetings with County Sheriff The General Manager has met with members of the Orange County Sheriffs Department on several occasions during the quarter to discuss issues of public safety.

Objective 2: Meetings with OCFA No reportable issues.

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

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

Objective 1: Grant Funds The Recreation Department is once more in the process of completing the Run Seal Beach grant application.

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

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

Objective 4: User Fees Upon completion of the Rush Park shade structure, staff will reevaluate the current fees and make recommendations for an adjustment, as appropriate. The Board has also recently approved new fees for an application for an event which includes the dispensing and consumption of alcohol. Also, an Agreement for the commercial use of District property is in the process of being drafted.

Objective 5: Fiscal Status The fiscal status of the District remains stable. The recommendations of the Public Works/CIP and Budget Committees for the FY 2015-2016 Annual Budget are a part of this Agenda.

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

Objective 1: Diversity of Parkway and Park Trees The District continues to plant a variety of parkway trees that are diverse in species, but which are also consistent with the planting of like species on a particular block or street

Objective 2: Safety Trimming of Parkway Trees The District continues to work with Orange County Public Works toward the completion of safety and clearance trims. District trees are pruned on a four-year grid cycle with extra trims ordered by the District, as needed, for the thinning of older or trees with faster growing limbs and the shaping of young trees.

Objective 3: Condition of Park and Parkway Trees The condition of park and parkway trees continues to be monitored regularly for health, routine maintenance and safety issues and trees which cannot be properly or safely maintained are removed and replaced as necessary.

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 Inspection of District properties were accomplished several times during the quarter. Adjustment of irrigation and lighting systems took place, as needed. Golden State Water Co. completed a water conservation audit, the results of which will be reported at your Board meeting.

Objective 2: Maintenance of District Properties ValleyCrest and District staff are in the process of repairing irrigation system components in order to conserve water usage. A new drinking fountain which now meets ADA standards was installed at Rush Park. The Rossmoor Signature Wall project was also completed during the quarter. Air conditioning units, backflow devices and sewer lines were serviced and/or tested by the District's respective contractors. All facility's carpets were cleaned by a contractor.

Objective 3: Maintenance Record Keeping The District is currently updating its monthly maintenance report.

Objective 4: Water Conservation All of the District's indoor and outdoor water usage was evaluated by the Golden State Water Co. and a report will be

presented at your Board meeting. The District has already significantly reduced water usage and is in the process of identifying available rebates for further water saving opportunities.

Objective 5: Best Practices for Conservation of Resources The District has been meeting with representatives from Golden State Water Co. and AquaSave to obtain the best available information regarding strategies for the most cost effective measures for conserving water. Staff has already begun the implementation of many of their recommendations and will continue to do so.

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 and Park Maintenance staff have worked with the RHA on the planning and conduct of the Community Festival. Recreation staff has also finalized the schedules for Movies, Shakespeare and Concerts in the Park, as well as, planning with Los Alamitos for the 4th of July Fireworks Spectacular.

Objective 2: Recreation/Athletic Facilities The Rush Park shade structure is in the final stages of the design and permitting process with an estimated completion date sometime in mid-July. Rossmoor Park fields are in full use by the LAGSL in full compliance with the MOU. The District is asking tennis players to register for singles and doubles partners and opponents. Also, Recreation and Maintenance staff are coordinating needed playground repairs before the busy Spring and Summer seasons.

Objective 3: Accessibility of Recreation/Athletic Facilities Recreation staff is researching ideas for senior recreation programs. Also a handicapped swing installed at Rossmoor Park is heavily being used by handicapped and able children.

Objective 4: User Fees-Recreation/Athletic Facilities New signs for all parks have been ordered with restricted uses per newly adopted ordinances. When installed, commercial use of facilities will require agreements with users which will generate additional revenue to the District.

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 Additions include an updated Fee Schedule, Board speaker card instructions, upcoming Summer Events,

Community Festival promotion, and Ready OC and OCDS Citizen's Academy links. Traffic on the website saw an increase due the April Board meeting, the LAUSD Workshop on traffic and parking issues, the District Newsletter and the posting of the Rossmoor Community Festival and Summer events.

Objective 2: Quarterly Newsletter Electronic and hardcopy versions of the Spring edition of the District newsletter were delivered in April 2015. The newsletter covered several timely and popular topics such as the new speaker card policy, a tribute to late Rossmoor resident Shirley Bailey, Eagle Scout award recipient Matthew Wauters and Tennis Professional Fernando Molina. The newsletter continues to receive new e-subscribers. At the request of the Independent Special District Association (ISDOC) the Administrative Assistant submitted a full page article for the *Spotlight District* Section of the ISDOC Quarterly E-News—April 2015 edition. The article provides a great opportunity to share Rossmoor's mission, goals and objectives with an even wider audience.

Objective 3: Community Input An e-blast was sent encouraging the public's vote for the final summer movie and a courtesy e-blast was sent regarding the LAUSD Workshop, both received significant feedback. Social media posts are frequently commented on, favorited and shared by the public.

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.

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

Objective 1: Los Alamitos School District The General Manager has met on several occasions with LAUSD during the quarter to discuss matters of general interest.

Objective 2: Neighboring Jurisdictions The General Manager has met with officials from Los Alamitos on several occasions to discuss matters of general interest.

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

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

Objective 1: Community Concerns The General Manager has met with residents on various issues including parking, traffic, and street sweeping issues which did not rise to a level requiring Board action.

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

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

Objective 1: Regular Street Sweeping The street sweeping contract with the R.F. Dickson Co. remains in place with no reportable issues.

Objective 2: Street Sweeping Enforcement The Orange County Sheriff has recently been citing vehicles parked on the street during street sweeping hours. One resident has contacted the District requesting to meet with the General Manager to discuss street sweeping hours of operation with no reportable action.

2014/ 2015 Tree Trimming, Planting and Removals

Month	Safety Trim	Small Trim	Medium Trim	Large Trim	Small Tree Removal	24" Box Plant	Sp 24" or 36" Box Plant	Tree & Stump Removal	In House S/Request
July-14									23
August-14	34	1	4	31		20	2	4	24
September-14									31
1st Quarter Totals	34	1	4	31		20	2	4	78
October-14	37	279	384	182				21	38
November-14		102	182	120		22	1		16
December-14									22
2nd Quarter Totals	37	381	566	302		22	1	21	76
January-15		4	13	7				21	20
February-15			2						9
March-15					2	21		5	17
3rd Quarter Totals		4	15	7	2	21		5	46
April-15									
May-15									
June-15									
4th Quarter Totals									
FY 2014/2014 Totals									

CURRENT ACTIVITIES

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

STATUS

WCA	
Off-Grid Maintenance Trims	I/P
OCPW	
Tree Removals	P
County Safety Trims	I/P
RCSD	
Vacant Site Planting	On/G
Tree Watering	On/G

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

January, February, March 2015

SUMMARY

The District's Recreation Department has had a busy start to the New Year. Exciting new additions to the District's Recreation amenities and offerings such as the After School Program and Rush Park Shade Shelter will soon be enjoyed by all park visitors.

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

- Offering a CSULB Rossmoor Night
- Securing movie and concert choices for the 2015 summer event series
- Approval of co-sponsorship for Shakespeare in the Park
- Attending County meetings to determine future permit fees for Rossmoor
- Approval of the District's new alcohol policy and ordinance and implementation of staff procedures and ABC requirements
- Collaboration w/ the District's Parks Superintendent for new RCSD Rules signage
- Approval of a new Shade Structure at Rush Park
- Establishment of a Cooperative Programming Agreement with the Los Alamitos Youth Center
- Attendance at CSULB's Job/Intern Fair
- Provided staff for the Run Seal Beach finish line
- Completion of playground upgrades at Rossmoor Park

The District's Recreation Department offered its first Rossmoor Night in support of Rossmoor resident and men's basketball head coach, Dan Monson. Fifty three Rossmoor residents attended the event and witnessed a win over Hawaii. Guests were complimentary of the opportunity to attend the event and look forward to future Rossmoor Nights in collaboration with the CSULB athletic department including pre-game catered celebrations.

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. Additionally, for the first time ever, Rossmoor residents can vote for the August movie they would like see on the big screen. Movie choices to vote for include the original *Toy Story*, *Muppets Most Wanted* or *Alexander and the Terrible, Horrible, No Good, Rotten Day*. The June movie is *Paddington* and the blockbuster hit, *Big Hero 6* will be shown in July. Concerts include the **Robby Armstrong Band**, **King Salmon Band** and the **Elm Street Band**. Based on the Board's approval to once again co-sponsor Shakespeare by the Sea performances, the District's Recreation staff will be coordinating permits for performances of *The Tempest* and *As You Like It*.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

January, February, March 2015

Based on increased costs to provide summer special events, the District's Recreation Superintendent recently met with the Director of Building and Planning at the County offices in an attempt to determine County permitting fees. District staff was informed there is currently a proposed fee schedule being reviewed by the Board of Supervisors that would greatly increase any special event permitting fees for Rossmoor. The Board is expected to review the proposal sometime over the next six months. The fee increase may affect the District's ability to offer the current amount of special events. Additionally, there may be a restriction allowing only four special events to take place in a public park in a given year.

The District's Recreation Superintendent has been continuing to provide feedback and research for the District's newly implemented alcohol policy and ordinance. Non-profit information and District and ABC procedures and guidelines have been reviewed by the Board. Staff will continue to conduct research for private events and establish District procedures when all the information has been obtained from the ABC and reviewed for accuracy by General Counsel.

Additions and revisions to the District's park policies along with the addition of new ordinances have generated the need to replace the District's current rules signage located at the park entrances. District staff has been coordinating wording with Legal Counsel and the Sheriff's Department to insure enforcement of ordinances.

After conducting several years of research and providing a variety of options to replace the existing temporary shade structure at Rush Park's heavily used picnic site, the Board awarded the contract to PorterCORP Inc. Recreation staff has been coordinating the install process with District staff, the shelter manufacturer, the installer and the District's Architect. Staff is aiming for a completion goal of July 1, 2015. In the meantime, staff will provide recommendations for a fee increase for the new structure.

For over twenty five years, the District has partnered with Los Alamitos Youth Center to provide a Summer Day Camp program at Rossmoor Park. In March, the Board approved a three year Cooperative Agreement which finalizes the partnership between the two organizations and adds an after school program component to the recreation program offerings at Rossmoor Park. District and Youth Center staff will organize and evaluate the program monthly to ensure the highest quality of programming.

In an effort to gain more exposure for the newly implemented Intern Program, the District's Recreation Superintendent attended CSULB's Intern and Job Fair. The Recreation Department created a new brochure with summer offerings to share and received positive feedback from our program offerings. The Youth

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

January, February, March 2015

Center also participated in the Job and Intern Fair and setup their booth next to the District's booth in order to promote each other's programs and offerings.

On March 21, 2015 the 41st Annual Run Seal Beach event took place through the beachside community. As part of the Run Seal Beach's grant component, the District's Recreation Superintendent staffed the finish line at the event. The newly adopted After School Program would not be possible without the generosity of grant committee's donation of over \$5,000 in recreation equipment over the last three years.

To meet national playground safety guidelines, the playground at Rossmoor Park recently received two new decks to ensure safety and stability. Replacement of a slide and one of the rock wall panels will be installed shortly in order to ensure compliance. The District's playgrounds continue to undergo regular safety checks and scheduled maintenance. Maintenance includes quarterly rototiling of compacted sand, web dusting and pest control.

Recreation staff is currently working on the following projects:

- Continued after school offerings and equipment rental at Rossmoor Park
- Securing Sheriff presence at special events
- Coordination of upcoming events at Rush Park
- Preparing an Agreement for commercial use of District's Parks
- Gathering information from the ABC and Security firms for possible implementation of distribution of Alcohol for facility reservations
- Organizing Festival booth activities for youth
- Securing an Intern for the summer
- Coordination of pre-movie event offerings
- Offering a senior volunteer program and a variety of activities at the Rossmoor Park Community Center
- Coordinating the Youth Center's Annual Summer Day Camp Training
- Coordination of the new Shade Structure installation
- Implementation of a Winter special event

As the after school use of the Rossmoor Park Community Room continues to grow, Recreation staff is now available to plan and implement outdoor activities Mondays thru Wednesdays to over 15 youth.

With the growing popularity of District special events, Recreation staff is coordinating Sheriff presence at all District events. Details including Sheriff duties and responsibilities are still being discussed with the OCSD's safety resource liaison assigned to Rossmoor.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

January, February, March 2015

The American Cancer Society will be hosting their first event in Rush Park this June. Additionally, the Rossmoor Women's Club Garden Tour will conclude the Garden Tour at Rush Park with a small vendor fair and lunch. District staff has been working closely with the County and the OCFA and event coordinators to discuss District policies and County requirements. Both the County and OCFA have informed District staff that neither event requires a permit from either agency.

New RCSD Rules signage which includes recently revised park policies adopted by Ordinance will soon be installed in Rossmoor's Parks. In order to assist with the enforcement of these policies, Recreation staff is preparing an Agreement for commercial users (boot camps, sports clinics, etc.) to enter into the District if approved by the Board.

Recreation staff is currently in the process of preparing District Procedures for events in which beer and/or wine will be dispensed. Staff is in the process of researching security firms to provide licensed security guards and determining liability insurance requirements.

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 and the District's Tree Consultant will be offering an activity to celebrate Arbor Day as required for the District's Tree City USA designation.

The District's Recreation Superintendent is in the process of finalizing the District's first Intern for the newly implemented Recreation Intern Program. The Intern will shadow Recreation staff and provide certain tasks to meet their career goals and objectives providing a valuable experience for both the Intern and the District.

The District's Recreation Department will soon be coordinating the addition of a winter event to the District's community offerings. After completion of the May Community Festival, Recreation staff will develop an event that can be enjoyed by all ages of the community.

This summer, the District's Recreation Intern will be working with recreation staff on the following activities;

1. Coordination of pre-movie children's activities complementing movie themes at each of the District's movie offerings. The Intern and staff will also be present at each of the special events including concerts and Shakespeare events.
2. Plan, research and present ideas for adopting a senior volunteer and activity program. This program would potentially allow seniors to gather at District parks and facilities for social activities and programs.

RCSD RECREATION DEPARTMENT

QUARTERLY REPORT TO THE BOARD

January, February, March 2015

3. Coordination of the Youth Center's Summer Day Camp staff training including implementation of games and activities.

District staff is looking forward to completion of the Rush Park shade shelter project this July. The District's Recreation and Parks Superintendents are coordinating project details along with the District's Architect. Staff is also in the process of completing a market comparison and will present recommended fee increases based on the capacity of the new shelter.

Future projects Recreation staff would like to implement:

- Offer additional events or collaborate with existing events to provide recreational offerings
- Create a 5-year Recreation plan based on recreation survey results distributed at summer events
- Reduce special event costs by securing sponsors and utilizing volunteers
- Offering contract classes within Rossmoor's Parks.

As existing partnerships expand, the District's Recreation Department will continue to look for exciting new ideas to add to Rossmoor's program offerings. A survey distributed among Rossmoor's summer events should give staff an understanding of ways to improve recreational activities in Rossmoor. With another exciting summer ahead, staff will continue to offer residents with high quality programming and special events.

Respectfully Submitted By

Emily Gingras, RCSD Recreation Superintendent



ROSSMOOR COMMUNITY SERVICES DISTRICT MISSION STATEMENT, GOALS AND OBJECTIVES

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

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

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

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

- Objective 1: Utilize available grant funds to the greatest extent possible as a means of preserving or enhancing its resources for other needed priorities.
- Objective 2: Invest reserve funds in accordance with the district's investment policy in order to maximize a safe return on investment.
- Objective 3: Effectively use community volunteers whenever possible in order to enhance the district's service levels and infrastructure.
- Objective 4: Review user fees periodically and recommend adjustments to the Board; according to policy.
- Objective 5: Work with committees to review and evaluate district finances and related policies in order to make recommendations to the board regarding the district's financial resources.

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

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

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

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

Objective 1: Inspect all District properties on a regular basis to determine that they are being properly maintained in accordance with industry standards and safety regulations.

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

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

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

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

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

Objective 1: Provide a variety of recreational, cultural and sports programs and special events such as Movies, Concerts and Shakespeare in the Park and co-sponsor events such as the Community Festival and 4th of July Fireworks Spectacular that appeal to all segments of the community.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: May 12, 2015
To: Honorable Board of Directors
From: Public Works/CIP Committee
Via: General Manager
Subject: COMMITTEE REPORT RE: RECOMMENDATIONS FOR FY 2015-2016 FUND 40 CAPITAL IMPROVEMENT BUDGET AND RECOMMENDED PROJECT LIST AND PROPOSED 2016-2017 FUND 40 CAPITAL IMPROVEMENT BUDGETS AND PROJECT LISTS

RECOMMENDATION:

Discussion and possible action on the report of the Public Works/CIP Committee's recommendations for the Fund 40 Capital Improvement Budget and Project List for inclusion with the FY 2015-2016 Preliminary Budget. Also included are the Fund 40 Budget and Project List for FY 2016-2017 for information only.

BACKGROUND:

The Public Works/CIP Committee met on April 20, 2015 to review the current state of the District's FY 2014-2015 Estimates to Close and make recommendations for the FY 2015-2016 CIP Fund 40 Budget and Project List. The Committee also reviewed staff's recommended FY 2016-2017 Capital Improvement Program Budget and Project List for inclusion with the FY 2015-2016 Preliminary Budget.

The recommendations of the Committee are based on current budget revenue estimates and a thorough review of the District's capital needs. The Committee concurred with staff's recommendation that the proposed Fund 40 Budget and Project list be submitted to the Budget Committee for their review.

Attached are the CIP Committee's recommended tasks for staff's followup and budget adjustments based on revisions to the Project List. Those items with an * require Board approval for adjustments to the FY 2015-2016 Preliminary Budget at your June Board meeting.

ATTACHMENTS:

1. Public Works/CIP Committee Meeting Recap
2. FY 2015-2016 CIP Fund 40 Budget and Project List (FY 2016-2017 CIP Fund 40 Budget and Project List are Included for Information Only).

Rossmoor Community Services District

Public Works/CIP Committee Meeting Recap

Location: Rush Park Administration Building
3001 Blume Dr.
Rossmoor, CA 90720

Date: Monday, April 20, 2015

Time: 4:00pm

Attendees: Director Kahlert, Director Maynard, General Manager Ruth, Recreation Superintendent Gingras, Accountant Bell, Park Superintendent Perez

Discussion: Discussion with General Manager— Fund 40 Estimates to Close FY 2014-2015 and Preliminary FY 2015-2016 Fund 40 Budget and Project List.

Public Forum: None

General Discussion:

It was discussed at this meeting that all CIP projects concerning water conservation be placed in a special category and tracked in Fund 40, Fund Balance. Also there was discussion to add a Water Conservation component for monitoring by the Parks and Facilities Committee to comply with Governor's water conservation mandate.

Also suggested is to research lease-back solar power systems to determine if prices have lowered enough to be beneficial to the District. Both of these items will be implemented by staff.

Agenda Items:

Rossmoor Park:

1. Field 1—Replace w/ Dustless.
 - a. *Add \$5,000 in budget as a placeholder should LAGSL do fundraiser to pay for costs and refer to Parks and Facilities Committee.
 - b. Create a financial model for costs to the District watering three ball fields.

2. Community Room Cabinets—Obtain more quotes. Mix prefabricated cabinets w/custom built to save money. Suggested using stained wood for doors.
 - a. Create a Rossmoor ‘trades’ vendor list for contractors in Rossmoor.
3. Convert Volleyball Court into Basketball Court (TBD)—Obtain more quotes. Quote received was too high.
4. Smart Meter for Water Conservation (\$5,000)—Refer to Parks and Facilities Committee Water Conservation Strategy Model.

Rush Park:

1. Parking Lot Repair—Retain \$25,000 as a placeholder
2. *Baseball Field 1 conversion to dustless dirt—Remove from Project List (Delete \$48,675 budgeted expense).
3. Men’s Restrooms (\$14,000)
 - a. Conversion of three men’s restrooms to waterless urinals.
 - b. Add to Water Conservation category and discuss at future Parks & Facilities Committee meeting.
 - c. Research water use reduction incentives and rebates.
4. Playground Area Landscape/Shade (\$10,000).
 - a. Requested staff to come back w/ 2 options for the playground area. Consider adding more benches and creating a larger area for community gatherings/birthday parties.
5. Smart Water Meter Conversion (\$5,000)—Refer to Parks and Facilities Committee’s Water Conservation Strategy Model.

General:

1. Sign at Rossmoor Car Wash—Remove from Project List.
2. Triangle—Drought Tolerant Landscaping.
 - a. Refer to Parks and Facilities Committee (Water Conservation).

- b. Recommend removing existing plants and replacing w/ decomposed granite.
- 3. Mini Parks—Rework Landscaping.
 - a. Research for possible grants available from Golden State Water Company.

Other Items Discussed:

- 1. Rossmoor Wall—Staff informed the Committee that one deteriorated panel has been repaired.

Note: All staff items requested by the Committee will be undertaken as time and resources permit.

Meeting concluded at approximately 5:10 PM

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

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

CAPITAL IMPROVEMENT PROGRAM BUDGET
2015-2016 PRELIMINARY BUDGET - FUND 40

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

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-2

Date: May 12, 2015
To: Honorable Board of Directors
From: Budget Committee
Via: General Manager
Subject: BUDGET COMMITTEE REPORT RE: PROPOSED FY 2015-2016
PRELIMINARY BUDGET AND ANNUAL SALARY PLAN

RECOMMENDATION:

Receive the report of the Committee and provide direction to the General Manager regarding the formulation of an FY 2015-2016 Final Budget and FY 2015-2016 Annual Salary Plan.

BACKGROUND:

In accordance with Board policy, the General Manager has presented a proposed Preliminary Budget for FY 2015-2016 to the Budget Committee. Further, the General Manager has developed Estimates to Close (ETC's) prior to April 30th which are a part of the proposed budget. You will note, that our estimates indicate that your FY 2014-2015 Final Budget will close with approximately \$9,946 of budgeted revenue over budgeted expenses.

The Board has previously had the option of encumbering the funds for unbudgeted expenses in the current year, applying the funds to Fund 40 for capital improvement projects (CIP's) for next year, or simply rolling the monies over to reserves. Next year's budget will once again have a beginning and ending fund balance for each fund. The Board will have the option of reallocating ending fund balance monies to other funds as a function of the adoption of a resolution to that effect.

The CIP Committee has reviewed and has made recommendations for the two-year CIP. Please keep in mind that the Board will only be approving the first year budget of the CIP and the future year's budget figures are estimates only.

The proposed Preliminary Budget, as reviewed by the Budget Committee, is primarily based on known trends or estimates with a high probability of accuracy. Again, this year there are unknown elements resulting from the State's and County's ongoing budget process. However, at the time of the Budget Committee meeting the property tax apportionments for April had not been received.

Based on ETC's, the Preliminary Budget for Funds 10, 20, and 30 are basically flat budgets for both revenue and expenditures. Should actual State and County budget impacts become known prior to the approval of the Final Budget, the Board could deal with those in July or even August by Resolution.

After your initial review this evening, the Preliminary Budget and Salary Plan, with amendments, if any, will be resubmitted at your June meeting for further review. Also, Fund 40 is structured as a two-year Capital Improvement Program (CIP). The two-year format is to account for sizeable future projects such as the repaving of the Rush Park parking lot which will likely require a large capital expenditure. The Budget Committee has reviewed the input from the Public Works/CIP Committee on recommended priorities, costing of the first year projects, as well as, input from staff. The Board's decisions on the recommendations of the Public Works/CIP and the Budget Committee's will be factored into the Preliminary Budget for review at the June Board meeting. A continuation of a transfer of \$20,000 from Fund 20 to Fund 10 is also recommended as a payment for administration of the Rush Park Bond Fund as provided for in the Bond documents.

Regarding Fund 40, it is rather certain that capital projects contemplated for FY 2014-2015 will not use up the entire budgeted amount. Consequently the ending Fund Balance for this year's capital program will be approximately \$87,738. However, a transfer from Fund 10 Fund Balance to Fund 40 is not being recommended at this time. Current fund balance is sufficient for a viable continuation of the two-year program and allow for costing out future projects with a reasonable expectation of completing them.

The Budget Committee also reviewed the proposed FY 2015-2016 Salary plan and is recommending a 2% increase for hourly employees subject to further review with the June CPI.

At your June meeting, the Board will be asked to approve a “Notice” for publication, stating that the General Manager is preparing a proposed Final Budget and that the Final Budget will be available for inspection, specifying date, time and place, when the Board will meet and adopt the Final Budget.

In conclusion, the Public Works/CIP Committee has previously reviewed and commented the proposed CIP and the Budget Committee has reviewed the ETC’s, proposed budget and evaluated other program costs such as the Salary Plan. It is recommend that the Board receive both budget documents and direct the General Manager to bring these documents back at your June meeting, with any revisions for further review and input from the community. Attached are the budget documents presented to the Committee along with the Budget Committee Meeting Recap with budget details for your review.

ATTACHMENTS:

1. Budget Committee Meeting Recap.
2. FY 2015-2016 Preliminary Budget.
 - a. FY 2015-2016 Preliminary Budget.
 1. Two-year Fund 40 CIP.
 - b. Policy No. 3020 Budget Preparation, Adoption and Revision.
3. Proposed FY 2015-2016 Salary Plan.
 - a. FY 2014-2015 Salary Plan.
 - b. Proposed FY 2015-2016 Salary Plan.
 - c. Policy No. 2155 Annual Setting of Compensation Ranges.

Rossmoor Community Services District

Budget Committee Meeting Recap

Location: Rush Park Administration Building
3001 Blume Dr.
Rossmoor, CA 90720

Date: Tuesday, April 21, 2015

Time: 4:30pm

Attendees: Committee Chairman DeMarco, Committee Chairman Casey, General Manager Ruth, and Accountant Bell

Discussion: Discussion with General Manager—Estimates to Close FY 2014-2015 and Preliminary Budget FY 2015-2016

Public Forum: None

Agenda Items:

Discussed previous day's CIP Committee meeting's notes. Budget Committee was in support of creating a separate account for water costs. The FY 2015-2016 Budget to be presented to the Board will be revised to show this change.

Explanation of the Budget process forecasting the ETC amounts was explained by adding the actual amount spent this FY 2014-2015 with a actual audited amount of what was spent last FY 2013-2014 between April to June 2014.

Salary plan was reviewed showing a 2% increase for hourly employees. Committee was in agreement with this to be reviewed with June CPI rates.

Meeting concluded at approximately 6:00 PM

FY 2015-2016 Preliminary Budget

TOTAL FUND SUMMARY

	Fund 10	Fund 20	Fund 30	Fund 40
Fund Balance End FY 2014-2015	676,164	0	105,202	87,738
Fund Balance, Beginning FY 2015-2016	676,164	0	105,202	87,738
General Fund Revenues				
Transfer In from other funds				
Property Taxes	788,142	383,400	88,480	
Street Light Assessments	271,000			
Interest on Investments	2,500			
From Other Govt. Agencies	60,800			
Permit and Rental Fees	155,000			
Miscellaneous Revenues	23,500			
Total General Fund Revenues	1,300,942	383,400	88,480	0
				0
Total General Fund Expenditures	1,288,954	374,533	83,660	75,266
Revenues Less Expenditures	11,988	8,867	4,820	(75,266)
(1) Transfer Out - (To Fund 50 as directed by auditor)		(8,867)		
Fund Balance, End FY	688,152	0	110,022	12,472

**2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND SUMMARY - FUND 10**

	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Fund Balance End FY 2013-2014	691,498	827,014	802,718	802,718	802,718	676,164
Transfer from Reserve to Fund 40	0	0	(100,000)	(100,000)	(100,000)	0
Transfer from Reserve to Fund 10	0	0	0	(35,000)	(35,000)	0
Fund Balance FY 2014-2015	691,498	827,014	702,718	667,718	667,718	676,164
General Fund Revenues						
Property Taxes	703,412	742,013	753,614	767,129	774,119	788,142
Street Light Assessments	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments	10,660	2,413	2,000	2,500	2,500	2,500
From Other Govt. Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,257,727	1,254,814	1,313,829	1,319,979	1,300,942
General Fund Expenditures						
Administrative Services	340,225	409,155	391,200	426,141	436,641	407,472
Recreation	112,407	116,660	122,553	123,003	121,974	123,623
Rossmoor Park	173,952	193,762	170,513	194,335	193,085	194,203
Montecito Center	71,074	73,638	70,012	74,010	75,260	78,044
Rush Park	197,768	210,554	207,430	204,524	206,024	201,098
Street Lighting	115,338	96,530	110,580	105,580	105,580	105,580
Rossmoor Signature Wall	2,509	2,000	2,100	2,100	2,100	2,100
Street Sweeping	54,239	54,729	55,580	55,080	55,080	55,580
Parkway Trees	116,699	107,474	104,775	108,775	100,075	105,525
Mini-Parks and Medians	16,372	17,521	15,714	15,714	15,714	15,729
Total General Fund Expenditures	1,200,583	1,282,023	1,250,457	1,309,262	1,311,533	1,288,954
Revenues Less Expenditures	135,781	(24,296)	4,357	4,567	8,446	11,988
Fund Balance, End of Year	827,279	802,718	707,075	672,285	676,164	688,152

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND REVENUES BY ACCOUNT NUMBER - FUND 10

ACCOUNT NO.	2012-13 ACTUAL	2013-14 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
General Fund Revenues						
Property Taxes						
10-00-3000 Current Secured	645,694	677,831	689,313	698,000	705,000	719,100
10-00-3001 Current Unsecured	24,306	21,146	26,010	26,010	23,000	23,000
10-00-3002 Prior Secured	12,170	9,217	10,200	10,200	9,200	9,200
10-00-3003 Prior Unsecured	344	4,577	449	4,577	4,577	4,500
10-00-3004 Delinquent Property Taxes	772	357	510	510	510	510
10-00-3010 Current Supplemental Assmnt.	9,021	16,954	15,300	16,000	20,000	20,000
10-00-3020 Public Utility	11,105	11,931	11,832	11,832	11,832	11,832
Total Property Taxes	703,412	742,013	753,614	767,129	774,119	788,142
Street Light Assessments						
10-00-3105 Assessments	247,550	260,345	258,000	265,000	271,000	271,000
Interest on Investments						
10-00-3200 Interest	10,660	2,413	2,000	2,500	2,500	2,500
From Other Governmental Agencies						
10-00-3301 State-Homeowners Prop. Tax Relief	5,560	5,429	5,800	5,800	5,800	5,800
10-00-3302 State Mandated Cost Reimb.	0	0	0	0	0	0
10-00-3305 County-Street Sweep Reimburse.	52,000	52,000	52,000	55,000	55,000	55,000
Total From Other Governmental Agencies	57,560	57,429	57,800	60,800	60,800	60,800
Permit and Rental Fees						
10-00-3404 Tennis Reservations	12,026	13,235	14,040	14,040	14,040	14,500
10-00-3405 Wall Rental	500	540	520	520	520	600
10-00-3406 Volleyball & Ball Field Reservations	22,821	27,529	28,600	28,600	24,600	26,000
10-00-3410 Rossmoor Building Rental	3,752	4,430	4,680	4,680	4,680	4,680
10-00-3412 Montecito Building Rental	23,364	23,937	25,220	25,220	25,220	25,220
10-00-3414 Rush Building Rental	66,298	79,992	86,840	86,840	84,000	84,000
10-00-3415 Tot Lot Tile	4,001	0	0	0	0	0
Total Fees	132,761	149,663	159,900	159,900	153,060	155,000
Miscellaneous Revenues						
10-00-3500 Miscellaneous	3,412	2,364	3,500	3,500	3,500	3,500
10-00-3501 Funding/Miscellaneous Studies	41,009	6,000	0	0	0	0
10-00-3502 Admin Fees	140,000	20,000	20,000	20,000	20,000	20,000
10-00-3600 Transfer In	0	17,500	0	35,000	35,000	0
Total Miscellaneous Revenues	184,421	45,864	23,500	58,500	58,500	23,500
Total General Fund Revenues	1,336,365	1,257,727	1,254,814	1,313,829	1,319,979	1,300,942

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

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 10 Administrative Services							
Salaries and Benefits							
10-10-4000	Board of Directors' Compensation	7,420	11,650	14,000	11,000	9,000	9,000
10-10-4001	Full Time	109,057	148,305	156,000	172,000	180,000	186,300
10-10-4003	Overtime	1,561	3,571	3,300	3,600	3,600	3,672
10-10-4007	Vehicle Allowance	570	396	500	500	500	500
10-10-4010	Workers' Comp. Insurance	4,244	1,607	3,600	2,600	2,600	2,600
10-10-4011	Medical Insurance	30,181	30,572	27,500	31,000	32,000	32,000
10-10-4015	Federal Payroll Taxes	8,286	9,589	8,800	12,750	12,750	12,000
10-10-4018	State Payroll Taxes	1,577	399	1,100	500	500	500
Total Salaries and Benefits		162,896	206,090	214,800	233,950	240,950	246,572
Operations and Maintenance							
10-10-5002	Insurance - Liability	13,509	12,389	12,500	13,187	13,187	13,200
10-10-5004	Membership & Dues	6,618	6,506	6,400	6,400	6,400	6,400
10-10-5006	Travel & Meetings	1,957	402	1,500	1,500	1,500	1,500
10-10-5007	Board Meetings Televised Exp	0	17,566	17,200	17,200	17,200	18,000
10-10-5010	Publications & Legal Notices	18,857	6,589	7,200	7,200	7,200	7,200
10-10-5012	Printing	832	748	400	700	700	700
10-10-5014	Postage	3,776	1,346	2,000	2,000	2,000	2,000
10-10-5016	Office & Meeting Supplies	7,317	9,892	7,200	7,200	7,200	7,200
10-10-5020	Telephone	2,439	1,177	1,000	1,500	1,500	1,500
10-10-5045	Miscellaneous Expenditures	7,658	14,585	5,500	5,500	5,500	5,500
10-10-5046	Bank Service Charges	1,050	796	1,000	1,000	1,000	1,000
10-10-5050	Elections	0	0	12,000	5,604	5,604	0
Total Operations and Maintenance		64,013	71,996	73,900	68,991	68,991	64,200
Contract Services							
10-10-5610	Legal Services	23,126	52,228	38,000	54,500	59,000	35,000
10-10-5615	Financial Services	8,300	8,500	8,500	8,700	8,700	8,700
10-10-5620	Miscellaneous Studies	20,633	1,591	0	0	0	0
10-10-5670	Other Professional Services	55,658	66,022	50,000	50,000	50,000	50,000
Total Contract Services		107,717	128,340	96,500	113,200	117,700	93,700
Capital Expenditures							
10-10-6010	Equipment	5,599	2,729	6,000	10,000	9,000	3,000
Total Administrative Services		340,225	409,155	391,200	426,141	436,641	407,472

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

ACCOUNT NO.		2012-2013 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 20 Recreation							
Salaries and Benefits							
10-20-4001	Full Time	44,513	51,620	51,229	51,229	50,000	51,000
10-20-4002	Part Time	20,214	20,267	22,104	22,104	23,104	23,566
10-20-4003	Overtime	1,634	3,666	3,640	3,640	3,640	3,713
10-20-4005	Event Attendant	170	16	200	400	400	400
10-20-4007	Vehicle Allowance	597	193	500	350	350	350
10-20-4010	Workers' Comp. Insurance	1,716	809	1,080	1,080	1,080	1,080
10-20-4011	Medical Insurance	7,674	7,773	7,000	8,000	8,000	8,000
10-20-4015	Federal Payroll Tax	5,102	5,632	5,500	5,500	5,700	5,814
10-20-4018	State Payroll Taxes	1,185	491	1,100	600	600	600
Total Salaries and Benefits		82,805	90,467	92,353	92,903	92,874	94,523
Operations and Maintenance							
10-20-5006	Travel & Meetings	538	130	250	400	400	400
10-20-5010	Publications & Legal Notices	171	150	200	200	200	200
10-20-5012	Printing	453	29	100	100	100	100
10-20-5014	Postage	279	66	150	150	150	150
10-20-5016	Office & Meeting Supplies	1,103	1,574	1,000	1,000	1,000	1,000
10-20-5017	Community Events	12,431	12,288	14,000	14,000	14,000	14,000
10-20-5019	Fireworks	6,200	6,200	6,200	6,200	6,200	6,200
10-20-5020	Telephone	1,756	1,860	1,800	1,800	1,800	1,800
10-20-5045	Miscellaneous Expenditures	405	165	500	500	500	500
10-20-5051	Equipment Rental	0	0	500	250	250	250
Total Operations and Maintenance		23,336	22,461	24,700	24,600	24,600	24,600
Contract Services							
10-20-5670	Other Professional Services	3,848	3,705	3,500	3,500	3,500	3,500
Total Contract Services		3,848	3,705	3,500	3,500	3,500	3,500
Capital Expenditures							
10-20-6010	Equipment	2,418	27	2,000	2,000	1,000	1,000
Total Capital Expenditures		2,418	27	2,000	2,000	1,000	1,000
Total Recreation		112,407	116,660	122,553	123,003	121,974	123,623

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

<u>ACCOUNT NO.</u>		<u>2012-13</u> <u>ACTUAL</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>FINAL</u> <u>BUDGET</u>	<u>2014-2015</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2014-20145</u> <u>ESTIMATE</u> <u>TO CLOSE</u>	<u>2015-2016</u> <u>PRELIMINARY</u> <u>BUDGET</u>
Department 30 Rossmoor Park							
<u>Salaries and Benefits</u>							
10-30-4001	Full Time	31,828	35,350	31,252	38,000	38,000	38,760
10-30-4002	Part Time	9,961	10,425	6,851	10,600	10,600	10,812
10-30-4003	Overtime	1,207	1,938	1,900	2,200	2,200	2,244
10-30-4005	Event Attendant	375	164	250	250	0	0
10-30-4010	Workers' Comp. Insurance	4,244	1,923	3,800	2,800	2,800	2,800
10-30-4011	Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-30-4015	Federal Payroll Taxes	3,324	3,395	3,600	4,000	4,000	4,080
10-30-4018	State Payroll Taxes	726	178	660	260	260	260
Total Salaries and Benefits		61,146	62,975	57,013	68,110	67,860	68,956
<u>Operations and Maintenance</u>							
10-30-5010	Publications & Legal Notices	342	150	300	300	300	300
10-30-5012	Printing	74	14	50	50	50	50
10-30-5014	Postage	94	22	50	50	50	50
10-30-5016	Office & Meeting Supplies	611	1,180	900	900	900	900
10-30-5018	Janitorial Supplies	3,214	4,688	4,500	4,500	4,000	4,000
10-30-5020	Telephone	1,547	1,872	1,600	1,600	1,600	1,600
10-30-5022	Utilities	52,761	65,795	48,000	55,000	10,500	10,500
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	44,500	44,500
10-30-5025	Sewer Tax	1,010	853	900	875	875	897
10-30-5030	Vehicle Maintenance	1,481	860	1,000	1,000	1,000	1,000
10-30-5032	Buildings & Grounds-Maintenance.	14,600	17,722	16,000	22,000	22,000	22,000
10-30-5034	Alarm Systems/Security	562	742	750	750	750	750
10-30-5045	Miscellaneous/Expenditures	0	135	500	500	500	500
10-30-5051	Equipment Rental	0	0	500	500	250	250
10-30-5052	Minor Facility Repairs/Tools	0	0	500	500	250	250
Total Operations and Maintenance		76,297	94,035	75,550	88,525	87,525	87,547
<u>Contact Services</u>							
10-30-5655	Landscape Maintenance	31,860	31,860	33,000	33,000	33,000	33,000
10-30-5656	Park Tree Trimming	1,061	1,053	1,200	950	950	950
10-30-5670	Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services		36,343	36,716	37,700	37,450	37,450	37,450
<u>Capital Expenditures</u>							
10-30-6010	Equipment	166	35	250	250	250	250
Total Capital Expenditures		166	35	250	250	250	250
Total Rossmoor Park		173,952	193,762	170,513	194,335	193,085	194,203

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10
Department 40 Montecito Center

<u>ACCOUNT NO.</u>		<u>2012-13</u> <u>ACTUAL</u>	<u>2013-2014</u> <u>ACTUAL</u>	<u>2014-2015</u> <u>FINAL</u> <u>BUDGET</u>	<u>2014-2015</u> <u>AMENDED</u> <u>BUDGET</u>	<u>2014-20145</u> <u>ESTIMATE</u> <u>TO CLOSE</u>	<u>2015-2016</u> <u>PRELIMINARY</u> <u>BUDGET</u>
Department 40 Montecito Center							
Salaries and Benefits							
10-40-4001	Full Time	26,823	30,174	26,137	31,000	32,000	32,640
10-40-4002	Part Time	2,916	3,798	3,425	4,000	4,700	4,794
10-40-4003	Overtime	829	1,162	1,000	1,200	1,200	1,224
10-40-4005	Event Attendant	1,432	0	0	0	0	0
10-40-4010	Workers' Comp. Insurance	3,413	1,486	3,000	2,250	2,250	2,250
10-40-4011	Medical Insurance	7,674	7,771	7,100	8,100	8,100	8,100
10-40-4015	Federal Payroll Taxes	2,398	2,597	2,500	2,750	2,800	2,856
10-40-4018	State Payroll Taxes	452	115	600	125	125	125
Total Salaries and Benefits		45,937	47,103	43,762	49,425	51,175	51,989
Operations and Maintenance							
10-40-5010	Publications & Legal Notices	471	100	200	200	200	200
10-40-5012	Printing	74	14	50	50	50	50
10-40-5014	Postage	94	22	50	50	50	50
10-40-5016	Office & Meeting Supplies	711	2,062	900	900	900	900
10-40-5018	Janitorial Supplies	3,214	3,606	3,000	3,000	3,000	3,000
10-40-5020	Telephone	1,744	1,872	1,650	1,650	1,650	1,650
10-40-5022	Utilities	4,064	3,903	4,000	4,000	4,000	4,000
10-40-5025	Sewer Tax	684	716	750	735	735	755
10-40-5030	Vehicle Maintenance	1,133	840	1,000	1,000	1,000	1,000
10-40-5032	Buildings & Grounds-Maintenance.	4,086	4,188	3,000	4,000	2,050	4,000
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	1,950	1,950
10-40-5034	Alarm Systems/Security	479	379	500	400	400	400
10-40-5045	Miscellaneous/Expenditures	0	135	50	50	50	50
10-40-5051	Equipment Rental	0	0	250	250	250	250
10-40-5052	Minor Facility Repairs/Tools	0	0	3,000	500	500	500
Total Operations and Maintenance		16,752	17,839	18,400	16,785	16,785	18,755
Contract Services							
10-40-5655	Landscape Maintenance	3,540	3,540	3,300	3,300	3,300	3,300
10-40-5656	Tree Trimming	1,086	1,053	1,000	950	950	950
10-40-5670	Other Professional Services	3,758	3,804	3,500	3,500	3,000	3,000
Total Contract Services		8,384	8,396	7,800	7,750	7,250	7,250
Capital Expenditures							
10-40-6010	Equipment	0	300	50	50	50	50
Total Capital Expenditures		0	300	50	50	50	50
Total Montecito Center		71,074	73,638	70,012	74,010	75,260	78,044

2015 - 2016 PRELIMINARY BUDGET
GENERAL FUND EXPENDITURES BY ACCOUNT NUMBER - FUND 10

Department 50 Rush Park

ACCOUNT NO.		2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-2015 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 50 Rush Park							
Salaries and Benefits							
10-50-4001	Full Time	31,828	35,350	34,034	37,000	38,000	38,760
10-50-4002	Part Time	8,940	8,915	8,200	9,000	9,500	9,690
10-50-4003	Overtime	1,211	1,853	1,650	2,000	2,000	2,040
10-50-4005	Event Attendant	2,092	3,953	2,000	4,000	4,000	4,000
10-50-4010	Workers' Comp. Insurance	4,244	1,923	3,500	2,600	2,600	2,600
10-50-4011	Medical Insurance	9,480	9,602	8,700	10,000	10,000	10,000
10-50-4015	Federal Payroll Taxes	3,454	3,644	3,800	4,200	4,200	4,284
10-50-4018	State Payroll Taxes	794	281	775	375	375	375
Total Salaries and Benefits		62,042	65,522	62,659	69,175	70,675	71,749
Operations and Maintenance							
10-50-5010	Publications & Legal Notices	428	412	500	500	500	500
10-50-5012	Printing	174	14	500	250	250	250
10-50-5014	Postage	94	22	100	100	100	100
10-50-5016	Office & Meeting Supplies	741	1,180	900	900	900	900
10-50-5018	Janitorial Supplies	3,224	4,299	4,500	4,000	4,000	4,000
10-50-5020	Telephone	1,700	1,872	1,800	1,800	1,800	1,800
10-50-5022	Utilities	61,176	70,782	67,771	66,000	37,400	29,000
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	28,600	27,000
10-50-5025	Sewer Tax	3,116	3,421	3,500	3,349	3,349	3,349
10-50-5030	Vehicle Maintenance	1,524	860	1,000	1,000	1,000	1,000
10-50-5032	Buildings & Grounds-Maintenance	25,497	24,414	23,500	18,000	18,000	22,000
10-50-5034	Alarm Systems/Security	488	649	750	750	750	750
10-50-5045	Miscellaneous/Expenditures	0	355	250	250	250	250
10-50-5051	Equipment Rental	139	0	250	250	250	250
10-50-5052	Minor Facility Repairs/Tools	0	0	1,500	500	500	500
Total Operations and Maintenance		98,301	108,281	106,821	97,649	97,649	91,649
10-50-5655	Landscape Maintenance	32,776	31,860	33,000	33,000	33,000	33,000
10-50-5656	Tree Trimming	1,061	1,053	1,200	950	950	950
10-50-5670	Other Professional Services	3,422	3,804	3,500	3,500	3,500	3,500
Total Contract Services		37,259	36,716	37,700	37,450	37,450	37,450
Capital Expenditures							
10-50-6010	Equipment	166	35	250	250	250	250
Total Capital Expenditures		166	35	250	250	250	250
Total Rush Park		197,768	210,554	207,430	204,524	206,024	201,098

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

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

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

ACCOUNT NO.	2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 80 Parkway Trees						
Salaries and Benefits						
10-80-4002 Salaries Part Time	13,515	15,777	15,800	15,800	17,600	19,000
10-80-4007 Vehicle Allowance	124	335	400	400	400	400
10-80-4015 Federal Payroll Tax -FICA	1,041	1,207	1,000	1,000	1,200	1,250
10-80-4018 State Payroll Taxes	296	175	200	200	200	200
Total Salaries and Benefits	14,976	17,494	17,400	17,400	19,400	20,850
Operations and Maintenance						
10-80-5012 Printing	6	1	25	25	25	25
10-80-5014 Postage	215	9	300	300	300	300
10-80-5016 Office & Meeting Supplies	164	241	200	200	200	200
10-80-5020 Telephone	1,436	974	1,000	1,000	1,000	1,000
10-80-5030 Vehicle Maintenance	199	230	200	200	200	200
10-80-5051 Equipment Rental	-	-	50	50	50	50
Total Operations and Maintenance	2,020	1,455	1,775	1,775	1,775	1,775
Contract Services						
10-80-5656 Tree Trimming	70,123	68,330	67,000	64,000	61,000	65,000
10-80-5660 Tree Removals	3,327	1,582	700	700	400	400
10-80-5656 Tree Watering Program	1,271	348	400	400	0	0
10-80-5670 Other Professional Services	7,896	6,432	5,500	5,500	5,500	5,500
Total Contract Services	82,617	76,691	73,600	70,600	66,900	70,900
Capital Expenditures						
10-80-6015 Trees	17,087	11,833	12,000	19,000	12,000	12,000
Total Parkway Trees	116,699	107,474	104,775	108,775	100,075	105,525

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

ACCOUNT NO.		2012-13 ACTUAL	2013-2014 ACTUAL	2014-2015 FINAL BUDGET	2014-2015 AMENDED BUDGET	2014-20145 ESTIMATE TO CLOSE	2015-2016 PRELIMINARY BUDGET
Department 90 Mini-Parks & Medians							
Salaries and Benefits							
10-90-4001	Full Time	711	680	639	639	639	652
10-90-4003	Overtime	32	40	60	60	60	61
10-90-4010	Workers' Comp. Insurance	199	81	180	180	180	180
10-90-4015	Federal Payroll Taxes	58	55	70	70	70	71
10-90-4018	State Payroll Taxes	11	2	15	15	15	15
Total Salaries and Benefits		1,011	858	964	964	964	979
Operations and Maintenance							
10-90-5020	Telephone	572	633	500	500	500	500
10-90-5022	Utilities	9,718	10,720	8,500	8,500	800	800
10-30-5023	Water (Prev inc. in Utilities 5022)	0	0	0	0	7,700	7,700
10-90-5030	Vehicle Maintenance	0	0	100	100	100	100
10-90-5032	Building & Grounds Maintenance.	1,102	1,360	1,000	1,000	1,000	1,000
10-90-5045	Miscellaneous/Expenditures	0	0	100	100	100	100
10-90-5051	Equipment Rental	0	0	100	100	100	100
10-90-5052	Minor Facility Repairs/Tools	0	0	200	200	200	200
Total Operations and Maintenance		11,393	12,713	10,500	10,500	10,500	10,500
Contract Services							
10-90-5655	Landscape Maintenance	3,540	3,540	3,600	3,600	3,600	3,600
10-90-5656	Tree Trimming	362	351	500	500	500	500
10-90-5670	Other Professional Services	67	59	50	50	50	50
Total Contract Services		3,969	3,950	4,150	4,150	4,150	4,150
Capital Expenditures							
10-90-6010	Equipment	0	0	100	100	100	100
Total Capital Expenditures		0	0	100	100	100	100
Total Mini-Parks & Medians		16,372	17,521	15,714	15,714	15,714	15,729
TOTAL GENERAL FUND EXPENDITURES		1,200,583	1,282,023	1,250,457	1,309,262	1,311,533	1,288,954

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

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

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

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

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

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

CAPITAL IMPROVEMENT PROGRAM BUDGET
2015-2016 PRELIMINARY BUDGET - FUND 40

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

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

F/Y 2014 - 2015						
Position	2013-2014 Current Salary		2014-2015 Midpoint Includes 1% CPI for 2014	2014-2015 Recommended Salary		
	Annually	Hourly	Midpoint	Annually	Hourly Increase	Hourly
General Manager	\$91,800.00	\$45.00	n/a	\$91,800.00	n/a	\$45.00
Accountant/Bookkeeper	\$53,052.20	\$25.51	\$54,056.00	\$54,269.70	\$0.58	\$26.09
Administrative Assistant	\$49,986.96	\$24.03	\$51,032.00	\$51,233.94	\$0.60	\$24.63
General Clerk	\$38,004.67	\$18.27	\$38,393.00	\$38,544.90	\$0.26	\$18.53
Park Superintendent	\$49,665.43	\$23.88	\$54,954.00	\$51,155.00	\$0.71	\$24.59
Recreation Superintendent	\$43,727.87	\$21.02	\$48,381.00	\$45,039.70	\$0.63	\$21.65
*Tree Consultant	\$15,537.60	\$14.94	\$15,231.00	\$18,720.00	\$3.06	\$18.00
*Maintenance Assistant	\$16,890.96	\$16.24	\$17,060.00	\$17,127.45	\$0.23	\$16.47
*Recreation Leader	\$16,890.96	\$16.24	\$17,060.00	\$17,127.45	\$0.23	\$16.47
** Asst. Recreation Leader	\$9,838.77	\$12.61	\$9,937.00	\$13,302.02	\$0.18	\$12.79
Event/Facility Attendant	n/a	\$15.00			n/a	\$15.00

* 1/2 Time 20 hrs per week/1040 hrs per year

** Weekend Recreation Leader Asst 15 hrs. per week/ 780 hours per year

SALARY PLAN F/Y 2015 - 2016

Position	2014-2015 Current Salary		2015-2016 Midpoint (2% Increase)	2015-2016 Recommended Salary		
	Annually	Hourly	Midpoint	Annually	Hourly Increase	Hourly
General Manager	\$91,800.00	\$45.00	n/a	\$91,800.00	n/a	\$45.00
Accountant/Bookkeeper	\$54,269.70	\$26.09	\$55,355.09	\$55,355.09	\$0.52	\$26.61
Administrative Assistant	\$51,233.94	\$24.63	\$52,258.61	\$52,258.61	\$0.49	\$25.12
General Clerk	\$38,544.90	\$18.53	\$39,315.79	\$39,315.79	\$0.37	\$18.90
Park Superintendent	\$51,155.31	\$24.59	\$52,178.42	\$52,178.42	\$0.49	\$25.09
Recreation Superintendent	\$45,039.70	\$21.65	\$45,940.49	\$45,940.49	\$0.43	\$22.09
*Tree Consultant	\$18,720.00	\$18.00	\$19,094.40	\$19,094.40	\$0.36	\$18.36
*Maintenance Assistant	\$17,127.45	\$16.47	\$17,470.00	\$17,470.00	\$0.33	\$16.80
*Recreation Leader	\$17,127.45	\$16.47	\$17,470.00	\$17,470.00	\$0.33	\$16.80
* Asst. Recreation Leader	\$13,302.02	\$12.79	\$13,568.06	\$13,568.06	\$0.13	\$12.92
Event/Facility Attendant	n/a	\$15.00			n/a	\$15.00

* 1/2 Time 20 hrs per week/1040 hrs per year

Rossmoor Community Services District

Policy

No. 2155

ANNUAL SETTING OF COMPENSATION RANGES

- 2155.10** Salary: Salary shall be reviewed annually as a part of preparation and adoption of the Final Budget by the Board.
- 2155.11** Salary Ranges: Ranges of compensation shall be established for all regular employee classifications. Salary ranges shall be reviewed annually based upon a salary comparison of similar classifications for special districts or other comparable source of salary data as determined by the General Manager.
- 2155.12** Salary Mid-point: Salary ranges are established @ 80% and 120% of the mid-point or average of the ranges as determined from the salary comparison study.
- 2155.13** Salary Setting: Actual salary for an employee shall be based upon qualifications, previous salary history and be within the approved salary range. Beginning salary for a new employee will be below mid-point of the salary range except in extraordinary situations, as determined by the General Manager to be in the best interest of the District.
- 2155.20** District Employee Salary Plan: The Preliminary and Final Budget shall contain a salary plan which calls out the Position, Current Salary, Survey Average and Salary Range for each regular employee classification. Temporary or on-call classifications shall only require an hourly rate. The Salary Plan may contain recommended adjustments as deemed appropriate by the General Manager based on a salary survey or other market conditions.

Adopted: May 12, 2009

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-3

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REQUEST FOR FUNDING FOR THE “4TH OF JULY FIREWORKS SPECTACULAR” AT THE JOINT FORCES TRAINING BASE

RECOMMENDATION:

Authorize General Manager to contribute funds in the amount of \$6,200 to the 4th of July Fireworks Spectacular event at the JFTB.

BACKGROUND:

Since 2008, the District has contributed funding to this event, along with the cities of Los Alamitos, Cypress, Seal Beach, the JFTB and various private sponsors. The community of Rossmoor has viewed this event as beneficial in that it provides the public with an affordable, convenient venue to view fireworks on the 4th of July, and some may be able to view the display from their own backyards.

Last year, the Board approved the requested contribution of \$6,200. The current year request is for \$6,200 or possibly more to cover a shortfall in the events' budget. The current FY 2013-2014 budget includes a line item for this amount.

With the Board's approval of the current year contribution, the District will receive hosting-agency status which includes VIP passes for the Board, public recognition and speaking by the Board President and other publicity.

ATTACHMENTS:

1. Letter dated April 10, 2014 from the City of Los Alamitos Requesting Contribution of Funds Including Budget Data for the 2015 Event.



CITY OF
Los Alamitos
California

3191 Katella Avenue
Los Alamitos, CA 90720-5600
Telephone: (562) 431-3538
FAX: (562) 493-1255
www.cityoflosalamitos.org

April 7, 2015

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

Dear Mr. Ruth:

For many years, the cities of Los Alamitos, Cypress, Seal Beach, and the Community of Rossmoor, in cooperation with the Joint Forces Training Base have hosted the 4th of July Fireworks Spectacular event annually. Every year our event grows and touches more residents in our own communities, as well as families throughout Orange and Los Angeles Counties.

As we prepare for the 28th Annual 4th of July Fireworks Spectacular, we continue to see an increase in costs associated with the fireworks display, rental equipment, and staffing. As of today, we have already seen an unanticipated shortfall of \$4,000 in the 4th of July event revenue budget due to sponsors reducing or eliminating their contributions. We are seeking the support of the Rossmoor Community Services District (RCSD) to continue their contribution of at least \$6,200, which has been the annual contribution to the event since 2008. If there is an opportunity for RCSD to increase their contribution, that would assist in covering the increased event costs. Staff is in the process of pursuing other funding sources and would appreciate any leads the RCSD can recommend, however there is no guarantee that the necessary funding can be secured before the event is scheduled to take place.

I have included the preliminary budget for the upcoming event so you can see where the expenses and revenues come from and how much we rely on the contribution from Rossmoor Community Services District. The sponsorships are difficult to rely upon each year as the businesses involved change annually. Additionally, it is anticipated that the Republic Services' \$15,000 sponsorship of the 4th of July will end this year, so if there is any additional revenues that exceed the direct costs for this year's event, we would carry it over for next year's 4th of July. Please note that Los Alamitos and Cypress provide months of full-time staff work to produce the event and do not charge any overhead costs to the event, only direct expenditures.

A potential new change for this year is the possibility of the Joint Forces Training Base "licensing" (renting) portions of the JFTB to the City to host the 4th of July Fireworks

Spectacular, due to them no longer being able to partner for the event. If this is the case, additional costs will be incurred due to the military being unable to support the event. Additional expenses could include additional fire, security and ambulatory support, paying for live entertainment, and permit or licensing fees. The City of Los Alamitos and City of Cypress are working with the JFTB to come to a quick resolution, so we can continue planning the event. I will keep you posted on the results.

As a partner of this event for many years, RCSD benefits by offering their residents an opportunity to enjoy a fireworks extravaganza, allowing your District to offer a tremendous event for very little effort. Thank you for your thoughtful consideration of this proposal. Please contact me at (562) 430-1073 ext. 500 to discuss this proposal in further detail.

Sincerely,

Corey Lakin

Corey Lakin
Recreation and Community Services Director

2015 4th of July Budget

NON-PERSONNEL EXPENDITURES

City of Los Alamitos Non-Personnel		Projection	Actual
Vendor	Description	2015	2015
	60 Portable Restrooms; 10 ADA Units, 16 Handwashing Stations)	3,494	
	Parking Services/Cashiers	3,325	
	Signage	1,000	
	20 Light Towers	2,600	
	Golf Carts	1,200	
	Delineators, Barricades, A-frames, cones	2,000	
	Food, drnn's, snacks for staff (Los Al & Cypress) and volunteers	1,000	
Powercell Communications	Radios	300	
Los Al Public Works	Fuel for Light Towers (diesel, 15 drums)	225	
	No Parking Signs	50	
	Shrink wrap	25	
Vendor	Misc supplies - safety (sunscreen, gloves, safety vests, batteries, etc)	100	
Vendor	Misc supplies - event (tape, staple guns, flagging tape, etc)	100	
Vendor	Misc supplies - cleaning (trash pickers, gloves, trash bags, etc)	150	
JFTB - licensing	Use of instillation	5,000	
Fireworks America	Pyrotechnic Firm		
SUB-TOTAL		20,569	

City of Cypress Non-Personnel		Projection	Actual
Vendor	Description	2015	2015
City of Cypress - Recreation	VIP Refreshments/Decorations	700	
	Misc equipment - stage	100	
	Band #1	2,000	
	Printing of VIP Parking & Tickets & Letterhead	450	
Cypress PW	Misc equipment	100	
	Sound System Technician	1,800	
Tom Lasser	Linnee	300	
Fireworks America	Pyrotechnic Firm	18,500	
SUB-TOTAL		23,450	
NON-PERSONNEL TOTAL (LOS ALAMITOS & CYPRESS)		44,019	

PERSONNEL EXPENDITURES

City of Los Alamitos Personnel		Projections	Actual
Department	City of Los Alamitos Description	2015	2015
Recreation	Part time staffing for event only	3,172	
Public Works	OT hours only, all other hours absorbed into budget	6,373	
Police	OT for event planning and overtime for the event - PD	4,613	
SUB-TOTAL		14,158	
PERSONNEL TOTAL (LOS ALAMITOS & CYPRESS)		21,354	
TOTAL EXPENDITURES (NON-PERSONNEL AND PERSONNEL FOR LOS ALAMITOS & CYPRESS)		65,373	

REVENUE		Proection	Actual
Organization/Company	Description	2015	2015
City of Seal Beach	Donation	8,000	
Community of Rossmoor	Donation	6,200	
Republic Services	Premier Community Sponsor	15,000	
Sea Air Federal Credit Union	Shining Star Sponsor	2,500	
Los Alamitos Medical Center	Shining Star Sponsor	2,500	
CARE Ambulance	Shining Star Sponsor	2,500	
Southern CA Edison	Rising Star Sponsor	1,000	
Cottonwood Church	Rising Star Sponsor	1,000	
Shops at Rossmoor	Community Sponsor	500	
Food Booth	12 booths @ \$500 each - ESTIMATED	6,000	
Food Truck	2 trucks @ \$650 each - ESTIMATED	1,300	
Vendor Booth - commercial	4 booths @ \$250 each - ESTIMATED	1,000	
Vendor Booth - nonprofit	4 booths @ \$175 each - ESTIMATED	700	
Elite Special Event	Family Fun Zone ticket sales (percentage received)	2,216	
24/7 Event Services	1900 Vehicles (\$5 per vehicle)	9,500	
TOTAL		59,916	
CARRYOVER/(SHORTAGE) FOR 2016 4th of JULY EVENT		(5,457)	

Notes:
 City of Los Alamitos is responsible for \$12,000 to Fireworks America
 City of Los Alamitos is responsible for \$1,500 for resident survey
 Carry over money - put into "deposit/liability" account - 10-2554
 Money taken in before fiscal year put into "deferred" account

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-4

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REQUEST FOR BOARD DIRECTION RE: DEVELOPMENT OF A NEW POLICY TO ADDRESS THE FISCAL MANAGEMENT AND ALLOCATION OF DISTRICT STAFF HOURS AND RESOURCES

RECOMMENDATION:

Discussion and possible action regarding a request for a new policy to address the fiscal management and allocation of District staff hours and resources.

BACKGROUND:

In order to more effectively utilize the resources and priorities of the District in terms of staff time and labor the General Manager brings this item to the Board for consideration. The General Manager is requesting that a policy be developed that allows the Board of Directors as a whole to provide input to the General Manager on how staff time is allocated following a request from a single board member that would otherwise consume an inordinate amount of staff time to fulfill.

ATTACHMENTS:-None

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-5

Date: May 12, 2015
To: Honorable Board of Directors
From: General Manager
Subject: REQUEST FROM CSDA FOR A DISTRICT RESPONSE TO PROPOSED LEGISLATION—SB 239 RE: FIRE PROTECTION SERVICE AGREEMENTS

RECOMMENDATION:

Authorize General Manager to author and Board President to sign a response opposing proposed legislation—SB 239 re: Fire Protection Service Agreements.

BACKGROUND:

The California Special District Association (CSDA) is asking its members to write letters in opposition to Senate Bill 239 (SB-239). Essentially, this legislation would prevent local governments from negotiating agreements for fire services with employee organizations without their approval and place these agreements under the purview of respective Local Agency Formation Commissions.

While this activity is a County function and our District does not negotiate these types of agreements, the costs of fire service could increase substantially to the County of Orange. Any added costs to the county could have a negative financial impact to the District.

Moreover, this legislation could be a forerunner to similar legislation which could further erode the local control of critical services. Therefore, it is requested that the District join with other CSDA members and oppose this legislation.

ATTACHMENTS:

1. CSDA e-News Bulletin re: Restriction on Public Agency Contracts Moves Forward.



California Special
Districts Association
Districts Stronger Together

A PROUD CALIFORNIA SPECIAL DISTRICTS ALLIANCE PARTNER

e-News

Restriction on Public Agency Contracts Moves Forward



Special districts should take note of [Senate Bill 239](#) (Hertzberg), a precedent-setting measure that threatens local control. This bill passed the Senate Governance and Finance Committee last week and CSDA is asking you to join a growing coalition of local agencies in opposition.

SB 239 places fire protection service agreements between public agency boards under the purview of local agency formation commissions (LAFcos). Local boards are elected by the communities that receive and pay for local services. It is the fiduciary duty of board members to make local fiscal decisions. Removing the decision-making process from the boards would shift such governance decisions to individuals who do not directly represent the residents who receive the services.

Secondly, this bill prohibits service agreements without the approval of the recognized employee organizations that represent firefighters of both the existing and proposed service providers. SB 239 would preempt the contracting process entirely to the extent that it would allow the recognized employee organizations to unilaterally veto an agreement for services. Allowing employee organizations to approve service decisions is a dangerous precedent, and would effectively eliminate the ability of a community and its representatives to decide how fire protection is governed.

This bill will next be heard by the Senate Appropriations Committee. Register your opposition today. [Download a sample letter.](#)

California Special Districts Association | 1112 I Street | Suite 200 | Sacramento, CA 95814 | 877.924.CSDA (2732)

 FACEBOOK  TWITTER

A Proud California Special Districts Alliance Partner