

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board
Agenda Package

December 10, 2024



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

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, December 10, 2024

7:00 p.m.

PUBLIC PARTICIPATION

Please be advised that the public can observe the meeting live on YouTube using the following link:

<https://youtu.be/xNrQVDEhnm> The name is **Rossmoor CSD**.

This Board meeting will take place in person. Additionally, members of the public who wish to make a written comment on a specific agenda item, may submit a written comment via email to the District Secretary at RCSD@rossmoor-csd.org. Comments received by 3:00 p.m., on the date of the meeting will be provided to the Board of Directors, made available to the public, and will be a part of the meeting record.

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 on the agenda. To speak on an item if physically present at the meeting, 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 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, CA 90720; 9:00 a.m. – 5:00 p.m., Monday-Friday. The Agenda is available online at: <http://www.rossmoor-csd.org>. Meetings may also be viewed on YouTube.com or by using the YouTube icon on the RCSD website and <http://www.rossmoor-csd.org>.

A. ORGANIZATION

- | | |
|-------------------|---|
| 1. CALL TO ORDER: | 7:00 p.m. |
| 2. ROLL CALL: | Directors DeMarco, Remnet, Searles and Shade
President Maynard |

3. FLAG SALUTE AND HOLIDAY INSPIRATION: Musical Youth Artist Repertory Theater (MYART)

4. PRESENTATIONS:

- a) CERTIFICATION OF ELECTION RESULTS AND SWEARING IN OF NEWLY ELECTED RCSD DIRECTORS BY SENATOR JANET NGUYEN.
- b) ORANGE COUNTY SHERIFF'S DEPARTMENT - CAPTAIN AJ PATELLA PRESENTS COMMUNITY SAFETY UPDATE

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. RCSD PROGRAMS AND SERVICES SATISFACTION SURVEY UPDATE
- 2. REPORT FROM THE AD HOC TRAFFIC/SAFETY COMMITTEE

E. CONSENT CALENDAR

- 1. MINUTES:
 - a. Regular RCSD Board Meeting of November 12, 2024
- 2. OCTOBER 2024 REVENUE AND EXPENDITURE REPORT AND NOVEMBER 2024 WARRANTS
- 3. ADOPTION OF FISCAL YEAR 2025-2026 BUDGET CALENDAR

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

F. PUBLIC HEARING: None.

G. REGULAR CALENDAR

1. REVIEW AND APPROVE KAISER MEDICAL INSURANCE RENEWAL FOR 2025
2. RESOLUTION NO. 24-12-10-01 REJECTION OF GOVERNMENT CLAIM

H. 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.

I. BOARD MEMBER ITEMS

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

J. GENERAL COUNSEL ITEMS

This part of the agenda is reserved for General Counsel to make comments, announcements and reports of activities that are legal in nature. The Board may not discuss or take action on items not on the agenda.

K. 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.

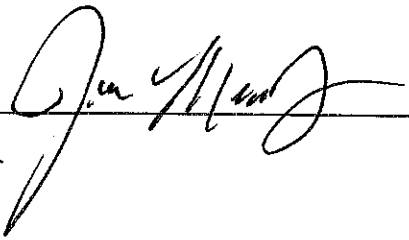
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the December 10, 2024, 7:00 p.m. Regular Meeting of the Board of Directors of the Rossmoor Community Services District was posted at least 72 hours prior to the time of the meeting.

ATTEST:



JOE MENDOZA
General Manager

Date 12/5/2024

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4(a)

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CERTIFICATION OF ELECTION RESULTS AND SWEARING IN OF NEWLY ELECTED RCSD BOARD DIRECTORS BY SENATOR JANET NGUYEN

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file the report from the Orange County Registrar of Voters certifying the November 5, 2024 General Election indicating that the following individuals were elected to the Rossmoor Community Services Board of Directors:

1. Nathan Searles
2. Tony DeMarco
3. Mary Ann Remnet

INFORMATION

On December 3, 2024, the Orange County Registrar of Voters certified the results of the November 5, 2024 General Election, which included three seats on the RCSD Board of Directors.

RCSD Policy 4040 – Terms of Office for Board Officers and Directors, includes section 4040.20 relevant to newly elected Board Directors:

4040.20 Board of Directors: The term of office individual Directors is four (4) years. Normally, two or three directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).

Therefore, on Friday, December 6, 2024, Board Directors-Elect Nathan Searles, Tony DeMarco and Mary Ann Remnet took office.

Senator Janet Nguyen will administer the Oath of Office to newly elected Directors Nathan Searles, Tony DeMarco and Mary Ann Remnet.

ATTACHMENTS

1. Certified Statement of the Votes Cast for the November 5, 2024 General Election received by the Orange County Registrar of Voters
2. RCSD Policy 4040 – Terms of Office for Board Officers and Directors
3. Oath of Office for Public Officers

ROSSMOOR COMMUNITY SERVICES DISTRICT Director							
Vote Center Totals							
District	Registration	Ballots Cast	Turnout (%)	TONY DEMARCO	MARY ANN REMINET	KONYA VIVANTI	NATHAN SEARLES
Orange County	8,057	1,611	20.0	753	497	523	705
Orange County	8,057	1,611	20.0	753	497	523	705
45th Congressional District	8,057	1,611	20.0	753	497	523	705
36th Senate District	8,057	1,611	20.0	753	497	523	705
70th Assembly District	8,057	1,611	20.0	753	497	523	705
1st Supervisorial District	8,057	1,611	20.0	753	497	523	705
State Board of Equalization (4th District)	8,057	1,611	20.0	753	497	523	705
4th District Court of Appeal	8,057	1,611	20.0	753	497	523	705
Unincorporated Area	8,057	1,611	20.0	753	497	523	705
County Board of Education Trustee Area 2	8,057	1,611	20.0	753	497	523	705
North Orange County Community College District	8,057	1,611	20.0	753	497	523	705
North Orange County Community College District Trustee Area 1	8,057	1,611	20.0	753	497	523	705
Los Alamitos Unified School District	8,057	1,611	20.0	753	497	523	705
Los Alamitos Unified School District Trustee Area 2	4,650	926	19.9	423	289	289	407
Los Alamitos Unified School District Trustee Area 3	3,407	685	20.1	330	208	234	298
Rossmoor Community Services District	8,057	1,611	20.0	753	497	523	705
Municipal Water District of Orange County	8,057	1,611	20.0	753	497	523	705
Municipal Water District of Orange County Division 3	8,057	1,611	20.0	753	497	523	705
Orange County Water District	8,057	1,611	20.0	753	497	523	705
Orange County Water District Division 4	8,057	1,611	20.0	753	497	523	705
Rossmoor/Los Alamitos Area Sewer District	8,057	1,611	20.0	753	497	523	705
Historical 2010 - 47th Congressional District	8,057	1,611	20.0	753	497	523	705
Historical 2010 - 34th Senate District	8,057	1,611	20.0	753	497	523	705
Historical 2010 - 72nd Assembly District	8,057	1,611	20.0	753	497	523	705
Historical 2010 - State Board of Equalization (4th District)	8,057	1,611	20.0	753	497	523	705
Historical 2010 - 2nd Supervisorial District	8,057	1,611	20.0	753	497	523	705
Historical 2010 - County Board of Education Trustee Area 2	8,057	1,611	20.0	753	497	523	705
Proposition 2	8,057	1,611	20.0	753	497	523	705
Proposition 3	8,057	1,611	20.0	753	497	523	705
Proposition 4	8,057	1,611	20.0	753	497	523	705
Proposition 5	8,057	1,611	20.0	753	497	523	705
Proposition 6	8,057	1,611	20.0	753	497	523	705
Proposition 32	8,057	1,611	20.0	753	497	523	705
Proposition 33	8,057	1,611	20.0	753	497	523	705
Proposition 34	8,057	1,611	20.0	753	497	523	705
Proposition 35	8,057	1,611	20.0	753	497	523	705
Proposition 36	8,057	1,611	20.0	753	497	523	705
United States Senator Partial/Unexpired Term	8,057	1,611	20.0	753	497	523	705
United States Senator	8,057	1,611	20.0	753	497	523	705
President	8,057	1,611	20.0	753	497	523	705
Vote Center Totals	8,057	1,611	20.0	753	497	523	705

ROSSMOOR COMMUNITY SERVICES DISTRICT Director

Vote by Mail Totals

District	Registration	Ballots Cast	Turnout (%)	TONY DEMARCO	MARY ANN REMINET	KONYA VIVANTI	NATHAN SEARLES
Orange County	8,057	5,447	67.6	2306	2388	1506	3036
Orange County	8,057	5,447	67.6	2306	2388	1506	3036
45th Congressional District	8,057	5,447	67.6	2306	2388	1506	3036
36th Senate District	8,057	5,447	67.6	2306	2388	1506	3036
70th Assembly District	8,057	5,447	67.6	2306	2388	1506	3036
1st Supervisorial District	8,057	5,447	67.6	2306	2388	1506	3036
State Board of Equalization (4th District)	8,057	5,447	67.6	2306	2388	1506	3036
4th District Court of Appeal	8,057	5,447	67.6	2306	2388	1506	3036
Unincorporated Area	8,057	5,447	67.6	2306	2388	1506	3036
County Board of Education Trustee Area 2	8,057	5,447	67.6	2306	2388	1506	3036
North Orange County Community College District	8,057	5,447	67.6	2306	2388	1506	3036
North Orange County Community College District Trustee Area 1	8,057	5,447	67.6	2306	2388	1506	3036
Los Alamitos Unified School District	8,057	5,447	67.6	2306	2388	1506	3036
Los Alamitos Unified School District Trustee Area 2	4,650	3,162	68.0	1314	1385	839	1767
Los Alamitos Unified School District Trustee Area 3	3,407	2,285	67.1	992	1003	667	1269
Rossmoor Community Services District	8,057	5,447	67.6	2306	2388	1506	3036
Municipal Water District of Orange County	8,057	5,447	67.6	2306	2388	1506	3036
Municipal Water District of Orange County Division 3	8,057	5,447	67.6	2306	2388	1506	3036
Orange County Water District	8,057	5,447	67.6	2306	2388	1506	3036
Orange County Water District Division 4	8,057	5,447	67.6	2306	2388	1506	3036
Rossmoor/Los Alamitos Area Sewer District	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - 47th Congressional District	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - 34th Senate District	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - 72nd Assembly District	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - State Board of Equalization (4th District)	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - 2nd Supervisorial District	8,057	5,447	67.6	2306	2388	1506	3036
Historical 2010 - County Board of Education Trustee Area 2	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 2	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 3	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 4	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 5	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 6	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 32	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 33	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 34	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 35	8,057	5,447	67.6	2306	2388	1506	3036
Proposition 36	8,057	5,447	67.6	2306	2388	1506	3036
United States Senator Partial/Unexpired Term	8,057	5,447	67.6	2306	2388	1506	3036
United States Senator	8,057	5,447	67.6	2306	2388	1506	3036
President	8,057	5,447	67.6	2306	2388	1506	3036
Vote by Mail Totals	8,057	5,447	67.6	2,306	2,388	1,506	3,036

ROSSMOOR COMMUNITY SERVICES DISTRICT Director

Grand Totals

District	Registration	Ballots Cast	Turnout (%)	TONY DEMARCO	MARY ANNI REMNET	KONYA VIVANTI	NATHAN SEARLES
Orange County	8,057	7,058	87.6	3059	2885	2029	3741
Orange County	8,057	7,058	87.6	3059	2885	2029	3741
45th Congressional District	8,057	7,058	87.6	3059	2885	2029	3741
36th Senate District	8,057	7,058	87.6	3059	2885	2029	3741
70th Assembly District	8,057	7,058	87.6	3059	2885	2029	3741
1st Supervisorial District	8,057	7,058	87.6	3059	2885	2029	3741
State Board of Equalization (4th District)	8,057	7,058	87.6	3059	2885	2029	3741
4th District Court of Appeal	8,057	7,058	87.6	3059	2885	2029	3741
Unincorporated Area	8,057	7,058	87.6	3059	2885	2029	3741
County Board of Education Trustee Area 2	8,057	7,058	87.6	3059	2885	2029	3741
North Orange County Community College District	8,057	7,058	87.6	3059	2885	2029	3741
North Orange County Community College District Trustee Area 1	8,057	7,058	87.6	3059	2885	2029	3741
Los Alamitos Unified School District	8,057	7,058	87.6	3059	2885	2029	3741
Los Alamitos Unified School District Trustee Area 2	4,650	4,088	87.9	1737	1674	1128	2174
Los Alamitos Unified School District Trustee Area 3	3,407	2,970	87.2	1322	1211	901	1567
Rossmoor Community Services District	8,057	7,058	87.6	3059	2885	2029	3741
Municipal Water District of Orange County	8,057	7,058	87.6	3059	2885	2029	3741
Municipal Water District of Orange County Division 3	8,057	7,058	87.6	3059	2885	2029	3741
Orange County Water District	8,057	7,058	87.6	3059	2885	2029	3741
Orange County Water District Division 4	8,057	7,058	87.6	3059	2885	2029	3741
Rossmoor/Los Alamitos Area Sewer District	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - 47th Congressional District	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - 34th Senate District	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - 72nd Assembly District	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - State Board of Equalization (4th District)	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - 2nd Supervisorial District	8,057	7,058	87.6	3059	2885	2029	3741
Historical 2010 - County Board of Education Trustee Area 2	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 2	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 3	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 4	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 5	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 6	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 32	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 33	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 34	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 35	8,057	7,058	87.6	3059	2885	2029	3741
Proposition 36	8,057	7,058	87.6	3059	2885	2029	3741
United States Senator Partial/Unexpired Term	8,057	7,058	87.6	3059	2885	2029	3741
United States Senator	8,057	7,058	87.6	3059	2885	2029	3741
President	8,057	7,058	87.6	3059	2885	2029	3741
Vote Center Totals	8,057	1,611	20.0	753	497	523	705
Vote by Mail Totals	8,057	5,447	67.6	2,306	2,388	1,506	3,036
Grand Totals	8,057	7,058	87.6	3,059	2,885	2,029	3,741

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

4040.10 Board Officers: The officers of the Board of Directors of the Rossmoor Community Services District shall be the President, First Vice-President and Second Vice-President.

4040.11 Term of Office: The term for Board officers shall be one year. Elections for these officers shall take place at the first Board meeting in January for the succeeding year. Officers shall serve until their successors are elected, or they resign, die or illness prevents further service as an officer.

4040.12 Officer Vacancy: If a Director elects to resign as an officer, he/she should immediately send a signed letter of resignation as an officer with an effective date to the General Manager or Board President who upon receipt of the letter will immediately notify all other members of the Board. Announcement of the resignation and replacement of the officer shall be done at the next regular meeting of the Board or as soon thereafter as possible.

4040.20 Board of Directors: The term of office for individual Directors is four (4) years. Normally, two or three Directors are elected in November of even-numbered years, and each Director takes office on the first Friday of December (Cal. Govt. Code section 61042).

4040.21 Director Vacancy: If a Director elects to resign from the Board, he/she should immediately send a signed letter of resignation with an effective date to the President and General Manager who will immediately notify all other members of the Board. At the next meeting any vacancy on the Board created by a resignation, illness or death of a Director will be made public by the General Manager or the President. The Board shall determine if the vacancy is to be filled by a Board appointment or a public election within sixty (60) days of receiving the letter of resignation or the effective date, whichever is later. If a vacancy is to be filled by Board appointment, a Notice of Vacancy is to be posted at least fifteen (15) days before appointment is made at the next Board meeting, and if by election, the General Manager is to notify the Orange County Registrar of Voters within sixty (60) days of the resignation date. If appointment is made, the Registrar of Voters is to be notified within fifteen days (Cal. Govt. Code sections 1780(a) and 61225).

Adopted: December 8, 1993
 Amended: October 17, 2000
 Approved Renumbering & Format: October 8, 2002
 Reaffirmed: March 11, 2003
 Amended: April 13, 2004
 Amended: First Reading - May 9, 2006
 Amended: Second Reading and Approval - August 8, 2006

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ORANGE COUNTY SHERIFF'S DEPARTMENT CAPTAIN AJ PATELLA
PRESENTS COMMUNITY SAFETY UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided by Orange County Sheriff Captain AJ Patella.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: December 10, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Initiated by Administrative Assistant Carolyn Whang

Subject: RCSD PROGRAMS AND SERVICES SATISFACTION SURVEY UPDATE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this presentation.

INFORMATION

At the November 12, 2024 Board of Directors meeting, the Board approved the content of the survey. Therefore, the survey became available beginning December 1, 2024 and responses will be collected through December 31, 2024. To control multiple responses by the same individual, Survey Monkey was set up to allow only one response per device. As of December 5, 2024, 12 surveys have been completed.

The survey will be publicized through the District's website and social media platforms; RCSD and RecDesk email databases; and the survey QR code will be posted at the Farmers Market and Board meetings and distributed on postcard mailers.

An information booth will be available at the RCSD Winter Festival on December 14, 2024 promoting the survey and providing information on how to access Survey Monkey.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: REPORT FROM THE AD HOC TRAFFIC/SAFETY COMMITTEE

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this presentation.

BACKGROUND

The Ad Hoc Traffic/Safety Committee Meeting, Directors DeMarco and Searles, met on November 21, 2024. Wei Zhu, Senior Civil Engineer, Orange County Public Works Traffic Investigations and Studies, was on hand for a discussion regarding traffic concerns surrounding Rossmoor Elementary School as brought to the attention of RCSD by resident Kevin Boylan. Also on the November 21, 2024, committee agenda were discussions regarding additional stop signs, license plate readers and reducing speed throughout Rossmoor to 25mph.

INFORMATION

Resident Kevin Boylan spoke about the traffic pattern around Rossmoor school and areas of concern. The biggest concern is with the traffic on the weekends for soccer games. Mr. Boylan shared photos of double-parked cars and a wheelchair bound individual entering his vehicle while blocking a lane of traffic. Mr. Boylan expressed concern over liability and imminent tragedy. Mr. Boylan is looking for direction on what he can do to promote an evaluation of the situation.

Wei Zhu agreed to take Mr. Boylan's request back to her team and possibly develop a plan to propose to his neighbors. According to the survey from last year 37% said yes; 61% said no to changes along the Montecito corridor. In the meantime, Wei Zhu suggested reaching out to the school district for them to have a Traffic Control plan in place for large events.

Wei Zhu spoke on the topic of procedure. The county has jurisdiction of the Rossmoor roads. When a request comes in, a case is started, investigated, substantiated and mitigations implemented. In some cases, Board of Supervisor approval may be needed. Wei Zhu will be attending Board meetings on a regular basis to keep the community apprised of anything the traffic division may be working on within Rossmoor. OCPW relies on the community to support projects.

General Manager Mendoza gave a brief update on the license plate readers. RCSD is waiting for the appointment of District 1 Supervisor Janet Nguyen to assume her Board of Supervisors role before proposing and asking for funding of license plate readers for Rossmoor. As the custodians of the information, the OC Sheriff's department will be invited to a future board meeting to discuss the effectiveness of license plate readers and how collected information is used and expunged.

The addition of stop signs and stop signs with blinking lights was also discussed. Wei Zhu indicated that she had just gotten approval for stop sign placement at the intersection of Donnis and Quail Run. Staff will be compiling a list of additional intersections that may benefit from the installation of stop signs and submitting to Wei Zhu. Director Searles suggested stop signs at each park and school corner. On the topic of blinking stop signs, it was recommended by Wei Zhu that RCSD get resident sign-off on any blinking stop sign locations before submitting the request.

Reducing the speed limit to 25mph throughout Rossmoor was discussed. Wei Zhu does not currently have sufficient data to warrant a speed limit reduction on Montecito Road.

Director Searles asked that Wei Zhu investigate and return information on whether there should be solid line striping around schools and parks to discourage car passing.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a

Date: December 10, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Administrative Assistant Carolyn Whang

Subject: MINUTES REGULAR RCSD BOARD MEETING OF NOVEMBER 12, 2024

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Minutes of the following meeting as prepared by the Board's Secretary/General Manager.

- a. Regular RCSD Board Meeting of November 12, 2024

INFORMATION

The Minutes reflect the actions of the RCSD at their meeting of November 12, 2024.

ATTACHMENTS

1. Minutes – Regular RCSD Board Meeting of November 12, 2024



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

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, November 12, 2024

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.

2. ROLL CALL:

Present: Directors Shade, Searles and President Maynard
Absent: Directors Barke, DeMarco

3. PLEDGE OF ALLEGIANCE: Boy Scout Troop #642

4. PRESENTATIONS:

a. California Highway Patrol Officer Zeferino Valdovinos Re: Quarterly Traffic Report

CHP Officer Valdovinos presented details of the Quarterly Traffic Report and addressed DUI checkpoints, planned increased patrols during weekends and holidays, and an eBike incident; reminded the public that the eBike speed on sidewalks is 5 mph, safety helmet must be worn by riders under 18, passengers are not allowed on foot pegs or handlebars, when riding in the street, that it is required to obey all traffic signs, signals and speeds, there is no stopping in red zones, yellow zones are for unloading and loading, and to be mindful of school zones. Officer Valdovinos noted eBikes are classified as a bike with pedals and an electric motor no greater than 750 watts. If it is over 750 watts, it is considered a motorcycle, and the owner must register the bike with the CA DMV and possess a valid driver's license. Additionally, he reported that senior volunteer officers are doing school enforcement, that training for street enforcement is underway, and announced there will be officers present to assist with upcoming Rossmoor events.

In response to Director Shade's question, Officer Valdovinos clarified the speed limit on the sidewalk for any type of bike is 5 mph, reiterated passengers of any kind are not allowed on eBikes and reported the eBike perpetrator was going 60 mph.

Officer Valdovinos stated officers are trying to educate parents, children, and the community about e-bike safety and rules. He noted there are informational pamphlets available.

In response to Director Shade, Officer Valdovinos said the senior volunteer officers are in the school areas in the morning and then cover other areas of Rossmoor throughout the day and are authorized to put out the radar trailer. He noted they are mainly for a visual presence and education.

In response to Director Searles, Officer Valdovinos reported most tickets issued in Rossmoor are for failure to obey stop signs, most crashes are in intersections due to lack of attention by drivers; agreed Montecito Boulevard has a speed problem and Orange County Public Works has noted high traffic as well and suggested that speed bumps may slow down traffic on Montecito. He addressed staffing; spoke about tracking collisions; reported that Rossmoor does not have a high propensity for uncontrolled intersection crashes; mentioned the number of DUIs resulting from the recent checkpoints and demographics of those cases.

b. Proclamation of Appreciation to Outgoing Director Jeff Barke

Despite Director Barke's absence, President Maynard presented a clock as a parting gift, a letter of recognition from California Legislator Tri Ta, a Certificate of Recognition from Senator Janet Nyguen, and a Proclamation of Appreciation from Rossmoor, which highlighted Director Barke's numerous achievements and dedicated work for RCSD.

City Manager Mendoza, thanked Director Barke for his service and claimed it was great working with him on behalf of RCSD staff.

Director Shade thanked Director Barke for his six years of service and commitment to the community.

Director Searles thanked Director Barke for his service.

Administrative Assistant Whang read a letter from Director Barke into the record.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM

President Maynard invited public comments.

Konya Vivanti mentioned her experience in preparing staff reports in regard to contract amendments; reported the original contract is not included in the agenda and instead staff prepares a report with a copy of the letter from the service provider, and it includes the amendment page to be added to the existing contract. She emphasized the entire contract is never included; believed it was unprofessional for the Board to chastise General Manager Mendoza in a public forum about the exclusion of the entire agenda packet and noted the entire contract could have been requested when the agenda packet was distributed.

Regarding discussion from a previous meeting, Ms. Vivanti noted that changing the name to accurately reflect the new owner of a contract is not needed for approval; opined it is better to do it at the next contract negotiation; claimed she hopes the delay of approval was not done intentionally or for self-serving reasons; pointed out the limited choices of street sweeping providers and encouraged the Board to approve the amendment today.

There were no other public comments and President Maynard closed this portion of the meeting.

D. REPORTS TO THE BOARD

1. REPORT ON THE URBAN FOREST – DISTRICT ARBORIST MARY KINGMAN

Arborist Kingman presented details of the Urban Forest report for August 2024 through October 2024 and included information regarding the Santa Ana winds event that occurred last week.

Discussion followed regarding having residents call RCSD to report fallen limbs, calling the Sheriff's for emergencies, impacts of the late summer weather, discussed limb failures, the tree dedication program and community outreach for the resident tree program.

A video highlighting Arborist Kingman and her work was displayed.

2. REPORT ON ORANGE COUNTY VECTOR CONTROL RESPONSES

General Manager Mendoza reviewed the questions asked by the Board during the last meeting and the answers offered by Orange County Vector Control, subsequently. He reported that Rossmoor flood control channels are serviced on a 12-14 day cycle roughly two to three times per month, the chemicals used do not change the color, appearance or smell of the water, the pictures shared show the flood channels are in fine condition, algae does not hinder service to the channels, nor does service change the appearance of algae, a variety of adulticides and larvicides are used and a list of the products can be found on their website. Additionally, he stated that Rossmoor flood control channels are treated regularly and are reported on their website, a service request can be set up via their customer service line or online and it takes one to seven business days for an appointment to be made. On average, 197 mosquito traps are set throughout the county each week, the closest routine trap to Rossmoor is at the Los Alamitos Racetrack, traps can be set within Rossmoor based on need, but there has not been a scientific need to do so, and the Sterile Insect Technique (SIT) is still in the pilot stages and being employed in Mission Viejo. Finally, it is not known when the pilot program will conclude, therefore, it is unknown when it may be implemented in other areas.

Director Shade expressed her frustration with how the flood channels look; voiced her desire to have them flushed and questioned why there is standing water.

President Maynard noted this discussion is on vector control specifically and her concerns are for the flood channels.

E. CONSENT CALENDAR

1. MINUTES
 - a. Regular RCSD Board Meeting of October 8, 2024
2. AUGUST 2024 REVENUE AND EXPENDITURE REPORT AND SEPTEMBER 2024 WARRANTS
3. SEPTEMBER 2024 REVENUE AND EXPENDITURE REPORT AND OCTOBER 2024 WARRANTS
4. LONG TERM/NONPROFIT USER PERMIT RENEWALS FOR USE OF DISTRICT PROPERTY
5. APPROVAL OF VACATION BUY-BACK SUBMITTALS FOR RCSD EMPLOYEES REQUESTING PARTICIPATION IN THE DECEMBER 2024 BUY-BACK PROGRAM

Motion by Director Searles, seconded by Director Shade, to approve the Consent Calendar, as presented. The motion carried 3-0. Directors Barke and DeMarco were absent.

F. PUBLIC HEARING – None

G. REGULAR CALENDAR

1. REPORT FROM THE AUDIT COMMITTEE RE: FY 2023-2024 AUDIT

General Manager Mendoza thanked the District Accountant and Mike Matsumoto for their work in contributing to the audit and introduced the Auditor, Brad Welebir from Rogers, Anderson, Malody & Scott. He asked that this be a final reading and approval of the 2023-2024 Annual Audit due to the District earning a clean and unmodified report and reported that no material significant weaknesses were identified.

Brad Welebir, Auditor, explained what an unmodified report is, reported there is nothing the District needs to take corrective action on and stated staff was very responsive.

In response to Director Searles, Mr. Welebir stated that the new accounting software used by the District has turned out to be better than the old system, the District's investment profile is low risk, and mentioned there is about a year's worth of operating expenses in the reserves; noted that Rossmoor is largely supported by property taxes which are received by the District between December and April and that during the months between May and November the District uses the reserves and therefore, its investments are set up to yield maximum liquidity

which is unlike bigger entities with higher cash flow who lock investments for longer periods of time to secure better rates. Additionally, Mr. Welebir attested the audit included reviewing non-financials in order to be as thorough as possible.

Director Shade commended Mr. Welebir for his work and the information provided.

For the benefit of the attending Boy Scouts, Mr. Welebir explained how Rossmoor governance is structured and addressed the differences between a city and a district.

Motion by Director Shade, seconded by Director Searles, to receive and approve the 2023-2024 audit. The motion carried 3-0 with the following roll call vote:

AYES:	Shade, Searles, President Maynard
NOES:	None
ABSTAIN:	None
ABSENT:	Barke, DeMarco

2. REVIEW AND APPROVAL OF ROSSMOOR COMMUNITY SERVICES DISTRICT PROGRAMS AND SERVICES SATISFACTION SURVEY 2024

Administrative Assistant Whang presented a rough draft of a survey that consists of nine questions, one to be added later, that is set to be accessible by residents from December 1st to December 31st; explained that the last time a survey was conducted in 2022, there was a total of 23 questions, but only 279 responses compared to a prior survey with 10 questions which yielded 425 responses and stated the survey will be administered using SurveyMonkey and residents will be notified via postcards with links and QR codes and social media posts.

Director Searles asked to add youth sports under question 2.

Members of the Board commented favorably regarding the proposed survey.

3. REVIEW AND APPROVE EXTENSION AND RATE INCREASE REQUEST FROM STREET SWEEPING CORPORATION OF AMERICA

General Manager Mendoza reported that Street Sweeping Corporation of America (SSCA) is requesting a 3.5% CPI renewal increase from January 1, 2025, to December 31, 2025; recalled that last year the Board approved a 3.7% CPI increase, but SSCA never billed for the increase and therefore it was never paid. He added that they are not seeking reimbursement and there is no threat of back billing. General Manager Mendoza described the attachments/documents associated with this item; highlighted Attachment 2 and stated he has approved it.

Director Searles was happy to have the full agreement in front of him as it outlines services and standards he did not expect and lamented he wished he had it when Mr. Brito, a representative of SCA, was present.

Director Shade thanked General Manager Mendoza for having the agreement in front of the Board.

President Maynard shared his opinion of street sweeping in Rossmoor and pointed out that due to the high number of trees there will always be leaves on the ground.

Motion by Director Searles, seconded by Director Shade to APPROVE EXTENSION AND RATE INCREASE REQUEST FROM STREET SWEEPING CORPORATION OF AMERICA. The motion carried 3-0 with the following roll call vote:

AYES:	Shade, Searles, President Maynard
NOES:	None
ABSTAIN:	None
ABSENT:	Barke, DeMarco

4. SECOND READING FOR PROPOSED POLICY NO. 2215 RE: WORKPLACE VIOLENCE PREVENTION PROGRAM

General Manager Mendoza presented a review of the item; announced that trainings are underway and reported that RCSD is in compliance already with the law.

In response to Director Searle's concerns with document wording, General Counsel Tarquin explained the language is written with larger entities in mind and future possibilities, but that there is already a structure in place with the duties of an HR department falling onto the General Manager and noted language can be changed to better reflect the capacity of the Rossmoor governance.

President Maynard stated he is comfortable with the language as is and cited his prior experience with entities like the FDA.

Discussion followed on current policies regarding Human Resources, the options for the Board to consider and adding clarifying language.

General Counsel Preziosi suggested the Board could approve it as is or direct staff to bring it back for clarification or direct the General Manager and General Counsel to make changes now, to the policy and approve the policy with those changes.

Director Searles suggested adding language to, "Report all threats or acts of workplace violence to your supervisor or manager or if that is not possible, report incidents to the President of the Board of the Rossmoor Community Services District".

Motion by Director Searles, seconded by Director Shade, to approve the second reading, Policy No. 2215 as amended, adding, "Report all threats or acts of workplace violence to your supervisor or manager or if that is not possible, report incidents to the President of the Board of the Rossmoor Community Services District" to the appropriate section of the policy. The motion carried 3-0 with the following roll call vote:

AYES: Shade, Searles, President Maynard
NOES: None
ABSTAIN: None
ABSENT: Barke, DeMarco

H. GENERAL MANAGER ITEMS

General Manager Mendoza reported that the architecture design for the Canopy Project is underway and is projected to be submitted to the County by mid-November; stated a Traffic Committee meeting is being planned; talked about the MOU with LAGSL, installation of sound absorption in the East Room at Rush Park, fertilization of the turf at Rossmoor and Rush Parks; announced he will resign either during the first quarter of next year or after, contingent on a smooth and completed transition; addressed recruiting efforts and next steps and assured the Board of his commitment to stay as long as needed to ensure a smooth transition.

Director Searles thanked staff and General Manager Mendoza for the Revenue and Expenditure Report as well as for the update on his position.

General Manager Mendoza added that the quoted cost of recruitment of \$15,000 was an information item and after calling other cities and consultants, he thought it best to do the recruitment process in house to save costs.

I. BOARD MEMBER ITEMS

Director Shade asked if the Sheriff's Department will attend the next meeting as she has concerns with recent break-ins and other events.

Director Searles thanked the Audit Committee and the Boy Scouts; stated he attended the Seal Beach ceremony on Veterans Day and thanked all veterans for their service; requested staff to share the educational materials on e-Bikes that CHP presented; talked about the Winter Festival; promoted a blood drive event next week which he will attend and asserted he is proud to serve all of Rossmoor and not just those who are his friends or the people who voted for him, as he is elected to do.

President Maynard announced there are two applicants he wants to talk to so far and that he will call a meeting once it has been officially narrowed down to 2-3 applicants to allow everyone the opportunity to ask questions and noted historically it has been extremely beneficial to have the existing manager stay and facilitate a smooth transition.

In response to President Maynard, Director Searles said he and the Traffic Committee were not aware accidents at certain corners were being tracked and that he has always been told by Public Works it is nothing to worry about.

President Maynard requested staff to acquire the data so that the Traffic Committee can act accordingly; congratulated Directors Searles and DeMarco for their reelection and welcomed a second female member to the Board, Mary Ann Remnet, to whom he plans to reach out.

J. GENERAL COUNSEL ITEMS - None

K. ADJOURNMENT

President Maynard adjourned the meeting at 8:47 p.m.

ATTEST:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Michael Maynard, President

Joe Mendoza, Secretary
Rossmoor Community Services District

APPROVED:

RCSD Meeting November 12, 2024

It has been an honor to serve the community of Rossmoor. As my tenure ends, it saddens me that a group of far-left advocates have politicized RCSD. Despite this community being a conservative majority of quiet family-oriented residents, the political left has now taken over the RCSD. I only hope this community wakes up to re-establish conservative control to continue the fantastic work this and previous RCSD members have accomplished.

I am proud that we brought pickleball to Rossmoor Park despite the few loudmouth leftists that had wanted to put the selfish interests of a few over the needs of the community. The community is now enjoying this rapidly growing sport.

I am proud of our fiscal oversight of our budget, especially during the tyranny of Covid.

I am proud of the work done by General Manager Mendoza helping to create new community events including the Farmers Market at Rush Park and the various festivals enjoyed throughout the year.

I am proud that our parks and trees are flourishing.

I am proud that we exerted greater oversight and control over our contracts with the county – that we established alternate day street sweeping and continue to work on traffic mitigation.

The blurring of the elected governance structure of the RCSD vs the voluntary club membership of the RHA continues to be a problem and interferes with the effectiveness of county contracts and relationships – I hope the new board will not allow these lines to be crossed.

Rossmoor is a quiet gem of a community in Orange County – This will not last if the politicization of the Rossmoor governance continues. Just as our country overwhelmingly elected former President Trump to another term and took control of both the house and senate, I hope and pray Rossmoor will reassert its conservative core to take back the RCSD from the woke left.

May God's grace continue to bless Rossmoor and I wish the new members and returning members of RCSD God speed.

Sincerely,

Jeffrey I. Barke, M.D.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: December 10, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accountant Michael Matsumoto

Subject: OCTOBER 2024 REVENUE AND EXPENDITURE REPORT AND NOVEMBER 2024 WARRANTS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Revenue and Expenditure Report for October 2024.

INFORMATION

The Revenue and Expenditure Report is submitted on a monthly basis, as an indication of the District's unaudited year-to-date revenue and expenses. The attached Warrant Register contains checks and electronic funds transfers from November 1, 2024, to November 30, 2024.

ATTACHMENTS

1. Revenue and Expenditure Report for the month of October 2024
2. Explanation of Significant Variances from budgeted amounts
3. November 2024 Warrants

**Rossmoor Community Services District
 Schedule of Revenues and Expenditures and Changes in Fund Balance - Budget and Actual
 For the month ended October 31, 2024**

	Original Budget	Amended Budget	Current Month	YTD	YTD Var	YTD % Bud
Revenues:						
Property taxes	\$ 1,339,800	\$ 1,339,800	\$ 3,575	\$ 29,682	\$ (1,310,118)	2.22%
Street light assessments	468,300	468,300	1,242	10,318	(457,982)	2.20%
Interest on investments	30,000	30,000	17,806	17,806	(12,194)	59.35%
From other governmental agencies	140,000	140,000	39,824	-	(140,000)	0.00%
Permit and rental fees	187,300	187,300	23,536	92,041	(95,259)	49.14%
Misc./Sponsorships	35,000	35,000	1,573	12,502	(22,498)	35.72%
Total Revenues	2,200,400	2,200,400	87,556	162,349	(2,038,051)	7.38%
Expenditures:						
Administration	1,286,730	1,286,730	129,004	430,535	856,195	33.46%
Recreation	68,650	68,650	3,765	38,275	30,375	55.75%
Rossmoor park	198,290	198,290	13,240	53,805	144,485	27.13%
Montecito center	13,910	13,910	1,847	5,528	8,382	39.74%
Rush park	132,400	132,400	19,363	52,884	79,516	39.94%
Street lighting	120,800	120,800	10,044	40,306	80,494	33.37%
Street sweeping	81,360	81,360	6,538	26,153	55,207	32.14%
Parkway trees	194,650	194,650	84,492	86,349	108,301	44.36%
Mini-parks and medians	15,700	15,700	1,558	6,071	9,629	38.67%
Total Expenditures	2,112,490	2,112,490	269,851	739,906	1,372,584	35.03%
Changes in fund balance	87,910	87,910	\$ (182,295)	(577,557)	\$ (665,467)	
Fund balance:						
Beginning of year	1,935,281	1,935,281		1,935,281		
End of period	2,023,191	2,023,191		1,357,724		
Cash Balances at 10/31/24:						
Checking				58,643		
LAIF				1,311,091		
Total				1,369,734		

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 10 / 24

Fund	Account	Received		Estimated Revenue	Revenue	
		Current Month	Received YTD		To Be Received	% Received
10 General Fund						
3000 Property Tax						
3001	Current Secure Property Tax	0.00	0.00	1,217,200.00	1,217,200.00	0 %
3002	Current Unsecured Prop Tax	0.00	21,436.64	36,000.00	14,563.36	60 %
3003	Prior Secured property Tax	1,186.18	4,164.28	7,600.00	3,435.72	55 %
3004	Prior Unsecured Property Tax	0.00	0.00	700.00	700.00	0 %
3005	Delinquent Propert Taxes	241.85	690.31	2,500.00	1,809.69	28 %
3006	Current Supplemental Assessment	2,146.56	3,391.18	41,100.00	37,708.82	8 %
3007	Prior supplemental assessment	0.00	0.00	8,800.00	8,800.00	0 %
3008	Public Utility Tax	0.00	0.00	20,400.00	20,400.00	0 %
3009	State Homeowners prop. Tax Relief	0.00	0.00	5,500.00	5,500.00	0 %
	Account Group Total:	3,574.59	29,682.41	1,339,800.00	1,310,117.59	2 %
3100						
3101	Street light assessments	1,241.98	10,317.56	468,300.00	457,982.44	2 %
	Account Group Total:	1,241.98	10,317.56	468,300.00	457,982.44	2 %
3200						
3201	Interest on Investments	17,806.38	17,806.38	30,000.00	12,193.62	59 %
	Account Group Total:	17,806.38	17,806.38	30,000.00	12,193.62	59 %
3300 INTERGOVERNMENTAL REVENUE						
3301	Prop 68 Grant Funding	39,824.00	0.00	60,000.00	60,000.00	0 %
3304	County street sweep reimbursement	0.00	0.00	80,000.00	80,000.00	0 %
	Account Group Total:	39,824.00	0.00	140,000.00	140,000.00	0 %
3400 RENTAL & PERMITS						
3401	Tennis Courts Reservations	2,556.00	9,034.00	21,000.00	11,966.00	43 %
3402	Tennis Instructor Private Lessons	2,120.25	7,062.00	16,000.00	8,938.00	44 %
3403	Basketball Court Reservations	58.50	609.50	0.00	-609.50	%
3404	Sand Volleyball Court Reservations	37.50	87.50	0.00	-87.50	%
3405	Rossmoor Park Ball Field Reservations	830.62	6,470.87	12,500.00	6,029.13	52 %
3406	Rush Park Ball field reservations	160.00	4,150.75	12,500.00	8,349.25	33 %
3407	Pickleball Reservation	4,876.00	18,255.00	12,000.00	-6,255.00	152 %
3408	Pickleball Instructor Private Lessons	66.00	148.50	3,000.00	2,851.50	5 %
3411	Signature Wall Banner Rental	63.00	167.00	300.00	133.00	56 %
3421	Tree Revenue	672.50	1,905.50	5,000.00	3,094.50	38 %
3422	Tree Violation Fines	0.00	900.00	0.00	-900.00	%
3431	Rossmoor Building Rental	220.50	756.00	2,500.00	1,744.00	30 %
3432	Rossmoor Park Picinic Site	395.38	1,561.13	2,500.00	938.87	62 %
3441	Montecito Building Rental	5,169.00	14,510.00	25,000.00	10,490.00	58 %
3451	Rush Building Rental	6,248.35	23,028.26	67,000.00	43,971.74	34 %
3452	Rush Park Picnic Site	62.25	2,805.75	7,000.00	4,194.25	40 %
3453	Rush Park Kitchen	0.00	589.39	1,000.00	410.61	59 %
	Account Group Total:	23,535.85	92,041.15	187,300.00	95,258.85	49 %
3500						
3501	MISC REVENUE	72.90	1,001.59	10,000.00	8,998.41	10 %
3502	Sponsorships	1,500.00	11,500.00	25,000.00	13,500.00	46 %
	Account Group Total:	1,572.90	12,501.59	35,000.00	22,498.41	36 %

12/04/24
09:25:08

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 10 / 24

Page: 2 of 2
Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
	Fund Total:	87,555.70	162,349.09	2,200,400.00	2,038,050.91	7 %
	Grand Total:	87,555.70	162,349.09	2,200,400.00	2,038,050.91	7 %

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 10 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 General Fund							
5000							
5010 Administration							
4000	Board of Directors Compensatn	700.00	3,300.00	11,000.00	11,000.00	7,700.00	30%
4002	Salaries - Part-time	4,894.34	22,634.27	82,900.00	82,900.00	60,265.73	27%
4003	Overtime	1,382.44	5,953.41	12,360.00	12,360.00	6,406.59	48%
4006	SALARIES - ADMINISTRATION	21,122.97	81,604.97	262,600.00	262,600.00	180,995.03	31%
4007	VSHICLE ALLOWANCE (MILEAGE	270.68	873.33	2,160.00	2,160.00	1,286.67	40%
4008	SALARIES - PARK AND RECREATION	15,655.64	59,939.76	175,300.00	175,300.00	115,360.24	34%
4009	SALARIES - Park /TREE MAINTENANCE	5,435.36	21,032.49	61,400.00	61,400.00	40,367.51	34%
4010	Workers Compensation Insurance	0.00	10,500.00	11,500.00	11,500.00	1,000.00	91%
4011	Medical Insurance	16,223.92	40,559.80	99,780.00	99,780.00	59,220.20	41%
4015	Federal Payroll Tax -FICA	3,796.71	15,074.90	58,080.00	58,080.00	43,005.10	26%
4019	Deferred Comp - ER Match	0.00	0.00	10,900.00	10,900.00	10,900.00	0%
5002	Insurance - Liability	0.00	49,059.00	48,700.00	48,700.00	-359.00	101%
5004	Memberships and Dues	6,883.00	10,070.22	10,820.00	10,820.00	749.78	93%
5006	Travel & Meetings	1,043.08	2,357.51	2,710.00	2,710.00	352.49	87%
5007	Televised Meeting Costs	2,120.99	5,158.48	23,790.00	23,790.00	18,631.52	22%
5008	Gasoline	548.76	1,527.00	5,410.00	5,410.00	3,883.00	28%
5010	Publications & Legal Notices	262.50	843.75	8,120.00	8,120.00	7,276.25	10%
5012	Printing	372.79	896.58	4,330.00	4,330.00	3,433.42	21%
5014	Postage	0.00	253.08	2,160.00	2,160.00	1,906.92	12%
5016	Office & Meeting Supplies	665.78	4,806.81	16,220.00	16,220.00	11,413.19	30%
5018	Janitorial Supplies	4,493.75	4,513.60	21,410.00	21,410.00	16,896.40	21%
5020	Telephone	648.80	2,451.51	10,820.00	10,820.00	8,368.49	23%
5021	Computer/Email/Server Costs	714.51	2,248.49	9,270.00	9,270.00	7,021.51	24%
5030	Vehicle Maintenance	2,442.29	6,689.28	10,820.00	10,820.00	4,130.72	62%
5032	Building & Grounds-Maintenance	21,864.03	33,111.11	87,600.00	87,600.00	54,488.89	38%
5045	Miscellaneous Expenditures	217.37	3,120.88	21,630.00	21,630.00	18,509.12	14%
5046	Bank Service Charge	223.59	969.07	4,330.00	4,330.00	3,360.93	22%
5050	Elections	0.00	0.00	13,820.00	13,820.00	13,820.00	0%
5610	Legal Services	8,135.00	10,725.00	45,000.00	45,000.00	34,275.00	24%
5615	Financial Audit-Consulting	0.00	0.00	20,550.00	20,550.00	20,550.00	0%
5620	Outsource Financial Consultant	6,000.00	18,000.00	74,160.00	74,160.00	56,160.00	24%
5670	Other Professional Services	2,637.34	10,330.05	44,100.00	44,100.00	33,769.95	23%
6010	Equipment	247.84	743.52	2,160.00	2,160.00	1,416.48	34%
6025	Software	0.00	1,187.64	10,820.00	10,820.00	9,632.36	11%
	Account Total:	129,003.48	430,535.51	1,286,730.00	1,286,730.00	856,194.49	33%
5020 Recreation							
5017	Community Events	3,765.39	38,275.48	68,650.00	68,650.00	30,374.52	56%
	Account Total:	3,765.39	38,275.48	68,650.00	68,650.00	30,374.52	56%
5030 Rossmoor Park							
5022	Utilities	1,092.18	5,105.91	13,520.00	13,520.00	8,414.09	38%
5023	Water	8,022.67	30,339.73	64,890.00	64,890.00	34,550.27	47%
5025	SECURED PROP TAX	1,125.58	1,125.58	1,300.00	1,300.00	174.42	87%
5034	Alarm Systems/Security	0.00	123.00	1,080.00	1,080.00	957.00	11%
5045	Miscellaneous Expenditures	0.00	5,110.47	4,870.00	4,870.00	-240.47	105%
5051	Equipment Rental	0.00	0.00	550.00	550.00	550.00	0%
5052	Minor Facility Repairs /Tools	0.00	0.00	1,080.00	1,080.00	1,080.00	0%

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 10 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 General Fund							
5655	Landscape Maintenance / Janitorial	3,000.00	12,000.00	36,000.00	36,000.00	24,000.00	33%
6005	Buildings and Improvements	0.00	0.00	75,000.00	75,000.00	75,000.00	0%
	Account Total:	13,240.43	53,804.69	198,290.00	198,290.00	144,485.31	27%
5040 Montecito Center							
5022	Utilities	133.72	983.89	2,160.00	2,160.00	1,176.11	46%
5023	Water	435.19	1,826.32	4,870.00	4,870.00	3,043.68	38%
5025	SECURED PROP TAX	945.26	945.26	1,080.00	1,080.00	134.74	88%
5034	Alarm Systems/Security	0.00	126.00	700.00	700.00	574.00	18%
5045	Miscellaneous Expenditures	0.00	0.00	550.00	550.00	550.00	0%
5052	Minor Facility Repairs /Tools	0.00	316.67	550.00	550.00	233.33	58%
5655	Landscape Maintenance / Janitorial	332.50	1,330.00	4,000.00	4,000.00	2,670.00	33%
	Account Total:	1,846.67	5,528.14	13,910.00	13,910.00	8,381.86	40%
5050 Rush Park							
5022	Utilities	4,166.18	14,427.59	34,180.00	34,180.00	19,752.41	42%
5023	Water	7,763.63	21,359.61	54,080.00	54,080.00	32,720.39	39%
5025	SECURED PROP TAX	4,307.70	4,307.70	4,540.00	4,540.00	232.30	95%
5034	Alarm Systems/Security	126.00	252.00	870.00	870.00	618.00	29%
5045	Miscellaneous Expenditures	0.00	205.66	550.00	550.00	344.34	37%
5051	Equipment Rental	0.00	0.00	1,630.00	1,630.00	1,630.00	0%
5052	Minor Facility Repairs /Tools	0.00	331.46	550.00	550.00	218.54	60%
5655	Landscape Maintenance / Janitorial	3,000.00	12,000.00	36,000.00	36,000.00	24,000.00	33%
	Account Total:	19,363.51	52,884.02	132,400.00	132,400.00	79,515.98	40%
5060 Street Lighting							
5650	Street Lighting and Maintenance	10,043.56	40,305.52	120,800.00	120,800.00	80,494.48	33%
	Account Total:	10,043.56	40,305.52	120,800.00	120,800.00	80,494.48	33%
5070 Street Sweeping							
5642	Street Sweeping	6,538.14	26,152.56	81,360.00	81,360.00	55,207.44	32%
	Account Total:	6,538.14	26,152.56	81,360.00	81,360.00	55,207.44	32%
5080 Parkway Trees							
5017	Community Events	0.00	0.00	1,630.00	1,630.00	1,630.00	0%
5656	Tree Trimming	83,344.40	85,154.30	141,110.00	141,110.00	55,955.70	60%
5660	TREE REMOVAL	1,147.50	1,147.50	3,240.00	3,240.00	2,092.50	35%
6015	Trees	0.00	47.54	48,670.00	48,670.00	48,622.46	0%
	Account Total:	84,491.90	86,349.34	194,650.00	194,650.00	108,300.66	44%
5090 Mini-Parks and Medians							
5022	Utilities	5.41	24.05	550.00	550.00	525.95	4%
5023	Water	1,220.39	4,716.71	10,820.00	10,820.00	6,103.29	44%
5045	Miscellaneous Expenditures	0.00	0.00	110.00	110.00	110.00	0%
5051	Equipment Rental	0.00	0.00	110.00	110.00	110.00	0%
5052	Minor Facility Repairs /Tools	0.00	0.00	110.00	110.00	110.00	0%
5655	Landscape Maintenance / Janitorial	332.50	1,330.00	4,000.00	4,000.00	2,670.00	33%
	Account Total:	1,558.30	6,070.76	15,700.00	15,700.00	9,629.24	39%
	Account Group Total:	269,851.38	739,906.02	2,112,490.00	2,112,490.00	1,372,583.98	35%

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09:23:46

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 10 / 24

Page: 3 of 3
Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
	Fund Total:	269,851.38	739,906.02	2,112,490.00	2,112,490.00	1,372,583.98	35%
	Grand Total:	269,851.38	739,906.02	2,112,490.00	2,112,490.00	1,372,583.98	35%

**EXPLANATION OF SIGNIFICANT VARIANCES FROM BUDGETED AMOUNTS OCTOBER
2024**

Revenue Accounts

Account Code	%	Item	Explanation
3405	52	Rossmoor Park Ball Field Reservations	High usage of area due to Summer time.
3407	152	Pickleball Reservations	High usage of courts due to Summer time.
3408	5	Pickleball Instructor Private Lessons	Staff working on enhancing marketing and appeal.
3432	62	Rossmoor Park Picnic Site	High usage of area due to Summer time.
3441	58	Montecito Building Rental	Higher usage than anticipated.
3453	59	Rush Park Kitchen	Provided more amenities and made it more appealing to rent out.

Expenditure Accounts

Account Code	%	Item	Explanation
5010-4010	91	Workers Compensation Insurance	All dues paid for FY. Do not anticipate going over budget.
5010-4019	0	Deferred Comp - ER Match	Program is in the approval process and will begin in November.
5010-5002	101	Insurance - Liability	All dues paid for FY. Do not anticipate any more expenses for FY.
5010-5004	93	Memberships and Dues	All dues paid for FY. Do not anticipate any more expenses for FY.
5010-5006	87	Travel & Meetings	A few unanticipated meetings this year. Will make a midyear adjustment.
5010-5030	62	Vehicle Maintenance	As needed expense. Do not plan on going over budget.
5010-5615	0	Financial Audit-Consulting	Payment in progress. Will be on next month's report.
5020-5017	56	Community Events	Higher due to Movie in the Park and Family Festival. Most events completed by December. Will make a midyear adjustment.
5030-5045	105	Rossmoor Park - Misc Expenditures	Tennis/Pickleball court improvements. Will make a midyear adjustment.
5050-5052	60	Rush Park - Minor Fac. Repairs	Unanticipated emergency AC unit repair.
5080-5656	60	Parkway Trees - Tree Trimming	Extra trimming done for public safety.
5090-5022	4	Mini-Parks - Utilities	Climate credit given so no payments have been needed.

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1018		923 U.S BANK CAL-CARD	16,317.23					
	Oct 25	Statement						
	09/26/24	Verizon	68.06			10 5010	5021	1010
	09/25/24	CR&R	2,095.02			10 5010	5032	1010
	09/27/24	USPS	146.00			10 5010	5014	1010
	09/29/24	Staples	69.30			10 5010	5016	1010
	09/27/24	CFBTFL	541.02			10 5010	5020	1010
	09/30/24	Lloyd Pest Control	209.00			10 5010	5032	1010
	09/30/24	Lloyd Pest Control	240.00			10 5010	5032	1010
	10/02/24	USPS	11.54			10 5010	5014	1010
	10/02/24	High Five Jumpers	50.00			10 5020	5017	1010
	10/03/24	High Five Jumpers	381.00			10 5020	5017	1010
	10/04/24	Staples	32.61			10 5010	5016	1010
	10/05/24	Microsoft	325.00			10 5010	5021	1010
	10/05/24	WalMart	37.32			10 5020	5017	1010
	10/04/24	Grocery Outlet	3.64			10 5010	5016	1010
	10/04/24	TAB Answer Network	25.00			10 5010	5020	1010
	10/04/24	Nicks Deli	62.14			10 5010	5016	1010
	10/06/24	T-Mobile	113.75			10 5010	5020	1010
	10/08/24	Amazon	87.44			10 5010	6010	1010
	10/08/24	Amazon	121.32			10 5010	6010	1010
	10/07/24	USPS	90.09			10 5010	5014	1010
	10/07/24	Costco	250.69			10 5020	5017	1010
	10/09/24	Vistaprint	304.70			10 5010	5016	1010
	10/09/24	CSDA Career Ctr	175.00			10 5010	5010	1010
	10/09/24	Tripepi Smith	365.00			10 5010	5010	1010
	10/08/24	Chick-Fil-A	25.86			10 5010	5016	1010
	10/09/24	Ralphs	19.91			10 5010	5016	1010
	10/09/24	Western City Mazazine	300.00			10 5010	5010	1010
	10/09/24	NeoGov	199.00			10 5010	5010	1010
	10/09/24	NeoGov	199.00			10 5010	5010	1010
	10/09/24	NeoGov	199.00			10 5010	5010	1010
	10/09/24	NeoGov	199.00			10 5010	5010	1010
	10/09/24	NeoGov	199.00			10 5010	5010	1010
	10/10/24	T-Mobile	500.00			10 5010	5020	1010
	10/09/24	CA City Mgmt Foundation	300.00			10 5010	5010	1010
	10/09/24	Home Depot	1,657.56			10 5020	5017	1010
	10/11/24	Amazon	32.78			10 5010	5016	1010
	10/13/24	Verizon	63.06			10 5010	5021	1010
	10/14/24	Lloyd Pest Control	110.00			10 5010	5032	1010
	10/14/24	Amazon	275.28			10 5020	5017	1010
	10/15/24	Frontier	79.16			10 5010	5020	1010
	10/15/24	Frontier	105.98			10 5010	5021	1010
	10/16/24	Vistaprint	111.14			10 5010	5016	1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
	10/16/24	USPS	24.00			10 5010	5014	1010
	10/18/24	Uline	1,757.45			10 5010	5018	1010
	10/21/24	Frontier	272.18			10 5010	5021	1010
	10/21/24	USPS	10.72			10 5010	5014	1010
	10/22/24	Ewing Irrigation	3,633.76			10 5010	5032	1010
	10/23/24	Norm Reeves Ford	138.48			10 5010	5030	1010
	10/24/24	Amazon	82.28			10 5010	5032	1010
	10/24/24	Costco	17.99			10 5010	5016	1010
1019		999999 RAY DOMINGO	34.00					
Cancel	10/31, 11/28, 12/26, and 1/2							
	10/30/24	Cancel 10/31, 11/28,12/26,1/2	34.00			10 3403		1010
1020		999999 TINA LUIS	262.50					
Deposit refund								
	11/04/24	Deposit - Luis	262.50			10 2020		1010
1021		774 OMERO PEREZ	148.20					
Reimb		Roto Tiller Rental						
	09/27/24	Reimb roto tiller rental	148.20			10 5010	5032	1010
1022		1024 Complete Fire Service, Inc.	1,274.24					
Check		Fire Extinguishers						
	JJ08403 11/01/24	check fire extinguishers	1,274.24			10 5010	5032	1010
1023		1011 Governmental Financial Services	6,000.00					
October								
	11/01/24	October Fees	6,000.00			10 5010	5620	1010
1024		1069 LandCare Holdings, Inc.	1,450.00					
Meter repair		Foster Park						
	795709 10/11/24	Meter repair Foster Park	1,450.00			10 5010	5032	1010
1025		96 SITE ONE LANDSCAPE SUPPLY LLC	963.06					
Sand & Seed								
	147817193- 11/04/24	Sand & Seed	963.06			10 5010	5032	1010
1026		1051 Streamline	2,988.00					
AA2CD904-0003								
	CD904-0003 11/01/24	AA2CD904-0003	2,988.00			10 5010	5021	1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1027		309 TRIPEPI SMITH	1,047.40					
Meeting 10/8								
	13434	10/31/24 Meeting 10/8	1,047.40			10 5010	5007	1010
1028		22 WEST COAST ARBORISTS, INC.	41,066.30					
Tree Maint								
	221218	10/31/24 Tree Removal	977.50			10 5080	5660	1010
	221218	10/31/24 Tree Maint	40,088.80			10 5080	5656	1010
		# of Claims	11	Total:				71,550.93

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1029		999999 CASSANDRA ANTONIO	598.00					
		Refund deposit and 4 hour rental						
		11/18/24 Deposit Antonio	262.00			10 2220		1010
		11/18/24 4 Hr rental refund	336.00			10 3451		1010
1030		999999 LISA MONTOYA	68.25					
		Cancel Rental						
		11/12/24 Cancel Rental - Montoya	68.25			10 3452		1010
1031		489 NATIONAL CHARITY LEAGUE	262.50					
		Deposit Refund						
		11/18/24 Deposit Refund - Nat. Charity.	262.50			10 2220		1010
1032		715 ROCKENMACHER ENT. LLC	262.50					
		Refund Deposit						
		11/18/24 Refund Deposit - Rockenmacher	262.50			10 2220		1010
1033		1084 Aloha Photography	300.00					
		Headshots & Photos - HOA Board						
		241210-3 11/14/24 HOA Board Photos	300.00			10 5010	5045	1010
1034		623 CELL BUSINESS EQUIPMENT	123.92					
		Copier Lease						
		5032110666 11/13/24 Copier Lease	123.92			10 5010	6010	1010
1035		212 JONES & MAYER	2,407.50					
		October Legal						
		126023 10/31/24 October Legal	2,407.50			10 5010	5610	1010
1036		49 CITY OF BREA	2,306.40					
		October IT						
		ASIT001460 11/15/24 October IT	2,306.40			10 5010	5670	1010
1037		216 CYPRESS ENGRAVING	52.74					
		Rossmoor badge & nameplate						
		73468 11/19/24 Rossmoor badge & nameplate	52.74			10 5010	5045	1010
1038		226 HILL'S BROTHERS LOCK & SAFE	288.61					
		Rossmoor Park Kitchen Door Lock						
		89406 11/08/24 Rossmoor Park Kitchen door loc	288.61			10 5010	5032	1010

11/20/24
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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1039		8 JESSICA VERDUZCO	105.19					
		Mileage to 11/19						
		11/20/24 Mileage	105.19			10 5010	4007	1010
1040		1073 Pacific Landmark Electric Inc.	1,430.00					
		Replace several junction boxes - Rossmoor tennis courts						
		241142 11/19/24 Junction boxes Rossmoor Tennis	1,430.00			10 5010	5032	1010
1041		910 PETE'S PLUMBING	1,120.95					
		Plumbing						
		148024 11/11/24 Clear Drain - Rossmoor RR	225.45			10 5010	5032	1010
		148122 11/14/24 Clear Drain - Rush	398.00			10 5010	5032	1010
		148121 11/14/24 Clear Drain Montecito	199.00			10 5010	5032	1010
		148120 11/14/24 Clear Drain - Rossmoor	298.50			10 5010	5032	1010
1042		899 SCA OF CA, LLC	6,538.14					
		Street Sweeping Nov						
		136325SP 11/01/24 Street Sweeping Nov	6,538.14			10 5070	5642	1010
1043		629 UNITED RENTALS INC	576.40					
		Light Tower 10/31						
		240838692- 11/05/24 Light Tower 10/31	576.40			10 5020	5017	1010
1044		994 VALLEY ALARM	249.00					
		12/1-2/28						
		1230784 11/13/24 12/1-2/28 Rossmoor	123.00			10 5030	5034	1010
		1230785 11/13/24 12/1-2/28 Montecito	126.00			10 5040	5034	1010
1045		1048 Vital Records Control	230.25					
		Record storage						
		4587009 10/31/24 Record storage	230.25			10 5010	5045	1010
		# of Claims 17	Total: 16,920.35					

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 11/24

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* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1046		1063 Gutter Builder's of America	4,995.00					
	Tree and Lights							
	11/26/24	Tree & Lights	4,995.00			10 5020	5017	1010
		# of Claims	1	Total:				4,995.00

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-3

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: ADOPTION OF FISCAL YEAR 2025-2026 BUDGET CALENDAR

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and adopt the Fiscal Year 2025-2026 Budget Calendar.

INFORMATION

Policy No. 3020 Budget Preparation, Adoption and Revision requires that the General Manager prepare a Budget Calendar for the upcoming fiscal year and present it to the RCSD Board of Directors for consideration. Attached is the proposed fiscal year 2025-2026 Budget Calendar for review. Please note that based on the availability of the Budget and CIP Committee members, some dates may be adjusted.

ATTACHMENTS

1. Fiscal Year 2025-2026 Budget Calendar
2. Policy No. 3020 – Budget Preparation, Adoption and Revision

RCSD - BUDGET CALENDAR	
FISCAL YEAR 2025-2026	
Tuesday, December 10, 2024	Present FY 2025-2026 Budget Calendar to RCSD Board at Regular Meeting
Tuesday, January 21, 2025	CIP Committee Meeting
Wednesday, January 22, 2025	Mid-Year Budget Committee Meeting
Tuesday, February 11, 2025	Present FY 2024-2025 Amended Budget to RCSD Board at Regular Meeting
Wednesday, February 12, 2025	Staff Budget Meeting <i>(In-House)</i> Complete FY 2024-2025 Estimates to Close Complete Preparation of FY 2025-2026 Preliminary Budget
Wednesday, March 12, 2025	Review FY 2025-2026 Preliminary Budget with CIP Committee
Wednesday, March 19, 2025	Review FY 2025-2026 Preliminary Budget with Budget Committee
Tuesday, April 8, 2025	Present FY 2025-2026 Preliminary Budget to RCSD Board at Regular Meeting
Wednesday, April 16, 2025	First Public Hearing Notice is published in local newspaper
Tuesday, May 13, 2025	Final FY 2025-2026 Budget is submitted to RCSD Board for Adoption by Resolution at a Public Hearing at Regular Meeting
Tuesday, May 13, 2025	RCSD Board Adopts Appropriations Limit by Resolution at Regular Meeting
Wednesday, May 14, 2025	Second Public Hearing Notice is published in local newspaper
Tuesday, June 10, 2025	Final FY 2025-2026 Budget is submitted to RCSD Board for Adoption by Resolution at a Public Hearing at Regular Meeting

* RCSD Board of Directors

* CIP Committee Members

* Budget Committee Members

Rossmoor Community Services District

Policy

No. 3020

BUDGET PREPARATION, ADOPTION AND REVISION

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Amended: November 9, 2004

Amended: January 11, 2005

Amended: April 10, 2007

Amended: October 9, 2007

Amended: January 13, 2009

Amended: January 10, 2012

Amended: February 14, 2017

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: December 10, 2024

To: Honorable Board of Directors

From: Personnel and Contract Administration Committee
General Manager Joe Mendoza

Subject: REVIEW AND APPROVE KAISER MEDICAL INSURANCE RENEWAL FOR 2025

RECOMMENDATION

It is recommended by the Personnel and Contract Administration Committee that the Rossmoor Community Services District Board of Directors approve the renewal of the Kaiser Permanente Medical Group Plan for 2025.

BACKGROUND

Kaiser Permanente has provided a document outlining the new fee schedule for 2025. Staff utilized brokerage services offered by ADP who presented coverage options to the Personnel and Contract Administration Committee at their November 21st meeting that most closely match what is currently offered to employees. It was determined that the existing Kaiser Permanente plan was a competitive option due to the comprehensive coverage and grandfather status of the plan. Per District policy 2150.61 the District's Health Plan provides coverage for medical, dental and vision coverage for a spouse or dependents at the option of the individual employee. The plan is fully paid by the District for regular employees working 30 or more hours per week. The District will pay one-half of the premiums for regular employees working 20-29 hours per week if the employee elects to pay the remainder. Rossmoor Community Services District currently provides medical and dental benefits to its full-time employees through Kaiser Permanente. The deadline for changes to the 2025 plan is January 15, 2025.

FINDINGS

The renewal rate for the current Kaiser Permanente plan is scheduled to increase by 7.08% effective January 1, 2025 which would increase the monthly premium from \$8111.96 to \$8744.96. The Personnel and Contract Committee reviewed the 2025 proposed rate increase from Kaiser Permanente for medical and dental coverage and is recommending to continue to offer full time employees excellent coverage. The deadline for changes to the 2025 plan is January 15, 2025.

The Personnel and Contract Administration Committee further discussed the possibility of recommending a cap on costs for new employees beginning in 2026.

ATTACHMENTS

1. 2025 Kaiser Renewal Quote
2. ADP Marketplace Comparison

Your 2025 Renewal

A BETTER WAY TO MANAGE RENEWALS

JOE R MENDOZA
 ROSSMOOR COMMUNITY SERVICE DISTRICT
 3001 BLUME DR
 ROSSMOOR, CA 90720-4638

Group ID: 113487
 Renewal Effective Date: January 01, 2025

Renewal Monthly Premium: \$8,744.96

Current Monthly Premium: \$8,111.96

% Change: 7.80%

\$ Change: \$633.00

Grandfathered Medical Plan
 RAF: 1.00

Important Information about your renewal

- If you'd like to continue with your renewal plan(s), there's nothing you need to do.
- Premium change — The 2025 premium estimate shown above is based on your group's current enrollment and may change depending on the number of employees and dependents who actually enroll.
- Important Information:
 - Plan and benefit changes -
 - The Bronze 60 HMO 5400/60 + Child Dental Alt will no longer be offered as of January 1, 2025. If you offer this plan, enrolled employees will move to the Bronze 60 HMO 5800/60 PCP + Child Dental when your group renews. If you'd like to change your plan, visit business.kp.org or complete the included Renewal Change form.
 - 2025 Change and clarification notices — Learn about plan updates and health benefit changes.
 - Now offering IELUS Health, an Employee Assistance Program (EAP).
 - 2025 Change and clarification notices — Learn about plan updates and health benefit changes.

We value your business and are committed to the health of your employees.

On BUSINESS.KP.ORG

- Explore different renewal options
- Submit plan changes
- View and pay your monthly premium
- Easy access to important documents

Need help?

Contact your broker who may transact on your behalf or Small Business Account Management Team at 800-790-4661, option 3.

RATES PENDING REGULATORY APPROVAL

Open Market Comparable

Renewal Options: HMO Plans

Employee Name	Status	Age at Renewal	Tier	Platinum 90 HMO 0/10 PCP + Child Dental Alt	Platinum 90 HMO 0/20 PCP + Child Dental	Platinum 90 HMO 250/30 PCP + Child Dental Alt	Gold 80 HMO 0/35 PCP + Child Dental Alt
Personnel data has been redacted for privacy.				\$719.93	\$706.29	\$698.66	\$673.70
				\$1,070.30	\$1,050.02	\$1,038.67	\$1,001.56
				\$1,249.33	\$1,225.65	\$1,212.40	\$1,169.09
				\$586.51	\$575.39	\$569.17	\$548.84
				\$598.03	\$586.69	\$580.35	\$559.62
				\$857.20	\$840.96	\$831.87	\$802.15
				\$465.56	\$456.74	\$451.80	\$435.66
				\$439.03	\$430.98	\$426.48	\$411.75
				\$750.17	\$735.96	\$728.00	\$701.99
				\$857.20	\$840.96	\$831.87	\$802.15
\$1,222.93	\$1,199.76	\$1,186.79	\$1,144.38				
				Total Employee Premium	\$5,108.38	\$5,053.16	\$4,872.62
				Total Dependent Premium	\$3,541.02	\$3,502.90	\$3,378.27
				Total Monthly Premium	\$8,649.40	\$8,556.06	\$8,250.89

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: RESOLUTION NO. 24-12-10-01 REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve by roll call vote, Resolution No. 24-12-10-01, by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT'S REJECTION OF GOVERNMENT CLAIM

BACKGROUND

A claim has been filed by Robert Kelley, alleging property damages resulting from a broken tree limb. This claim was forwarded to California Joint Powers Insurance Authority (CJPIA) who provides insurance for the District. Through CJPIA's claims administration, the District was advised to reject this claim.

The attached Resolution No. 24-12-10-01 formally rejects the claim. Further action on this matter be conducted in accordance with established liability claim procedures as recommended by CJPIA. By rejection of this claim, the matter will be turned back over to CJPIA for their decision on whether or not to pay the claim.

ATTACHMENTS

1. Resolution No. 24-12-10-01
2. Notice of Claim Rejection (Carl Warren & Company for CJPIA)

RESOLUTION 24-12-10-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT REJECTION OF GOVERNMENT CLAIM

WHEREAS, a claim for monetary damages (Claim) was presented by Robert Kelley dated November 7, 2024 against the Rossmoor Community Services District for property damages; and

WHEREAS, that the Board of Directors of the Rossmoor Community Services District has timely considered the Claim filed by Robert Kelley.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District has concluded the Claim be rejected in its entirety.

BE IT FURTHER RESOLVED that the District's General Manager is authorized to give notice to Robert Kelley of this Board's decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action of the Claim. Such notice together with a copy of this Resolution, shall be served upon Robert Kelly on or before December 28, 2024.

PASSED AND ADOPTED this 10th day of December 2024.

AYES: Directors Maynard, DeMarco, Shade and Searles

NOES:

ABSTAIN:

ABSENT: Director Barke

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Michael Maynard, President

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District



CARL WARREN & COMPANY
Claims Management and Solutions

A  **VENBROOK** Company

11/12/2024

TO: Rossmoor Community Services District

ATTENTION: Mary Kingman, Jessica Verduzco

RECOMMENDATION TO REJECT

RE:	Claimant:	Robert Kelley
	Our Client:	Rossmoor Community Service District
	Date of Loss:	11-07-2024
	Our File Number:	CJP-3052768

Please allow this correspondence to acknowledge receipt of the captioned claim. Please take the following action:

- **CLAIM REJECTION:** Send a standard rejection letter to the claimant.

Please include proof of mailing with your rejection notice to the claimant. Please provide us with a copy of the Notice of Rejection and a copy of the Proof of Mailing. If you have any questions, feel free to contact the assigned adjuster or the undersigned claims specialist.

Very Truly Yours,

Janice Baluyut

Janice Baluyut
Claims Examiner

Carl Warren & Company, LLC | A Venbrook Company

Direct: 657.622.4326

Email: JBaluyut@CarlWarren.com



CARL WARREN & COMPANY
 Claims Management and Solutions

A  **VENBROOK** Company

11/12/2024

Robert W. Kelley
 4340 Fir Ave.
 Seal Beach CA 90740-2905

Explanation of Rejection

RE: Claim : Robert Kelley V. Rossmoor CSD
 Claimant : Robert Kelley
 Member : Rossmoor CSD
 Date Rec'd by Mbr : 11-08-2024
 Date of Event : 11-07-2024
 CW File Number : CJP-3052768

Dear Mr. Kelley:

As you may recall we are claim administrators for Rossmoor Community Service District.

The post inspection discovered the cause of failure was the decay that was found inside the limb. Furthermore, the decay was not visible externally. This tree is on a 4-yr maintenance cycle. The date of the last trim was 11-01-2023. Overall, the subject tree is in good condition and adequately maintained within the recommended trimming cycle. Rossmoor CSD did not have notice of the decay that was discovered within the limb.

Unfortunately, we are unable to recommend settlement of your claim.

Janice Baluyut

Janice Baluyut
 Claims Examiner

Carl Warren & Company, LLC | A Venbrook Company

Direct: 657.622.4326

Email: JBaluyut@CarlWarren.com

Cc: Rossmoor Community Service District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H

Date: December 10, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: GENERAL MANAGER ITEMS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive and file this report.

INFORMATION

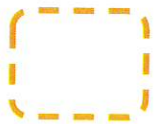
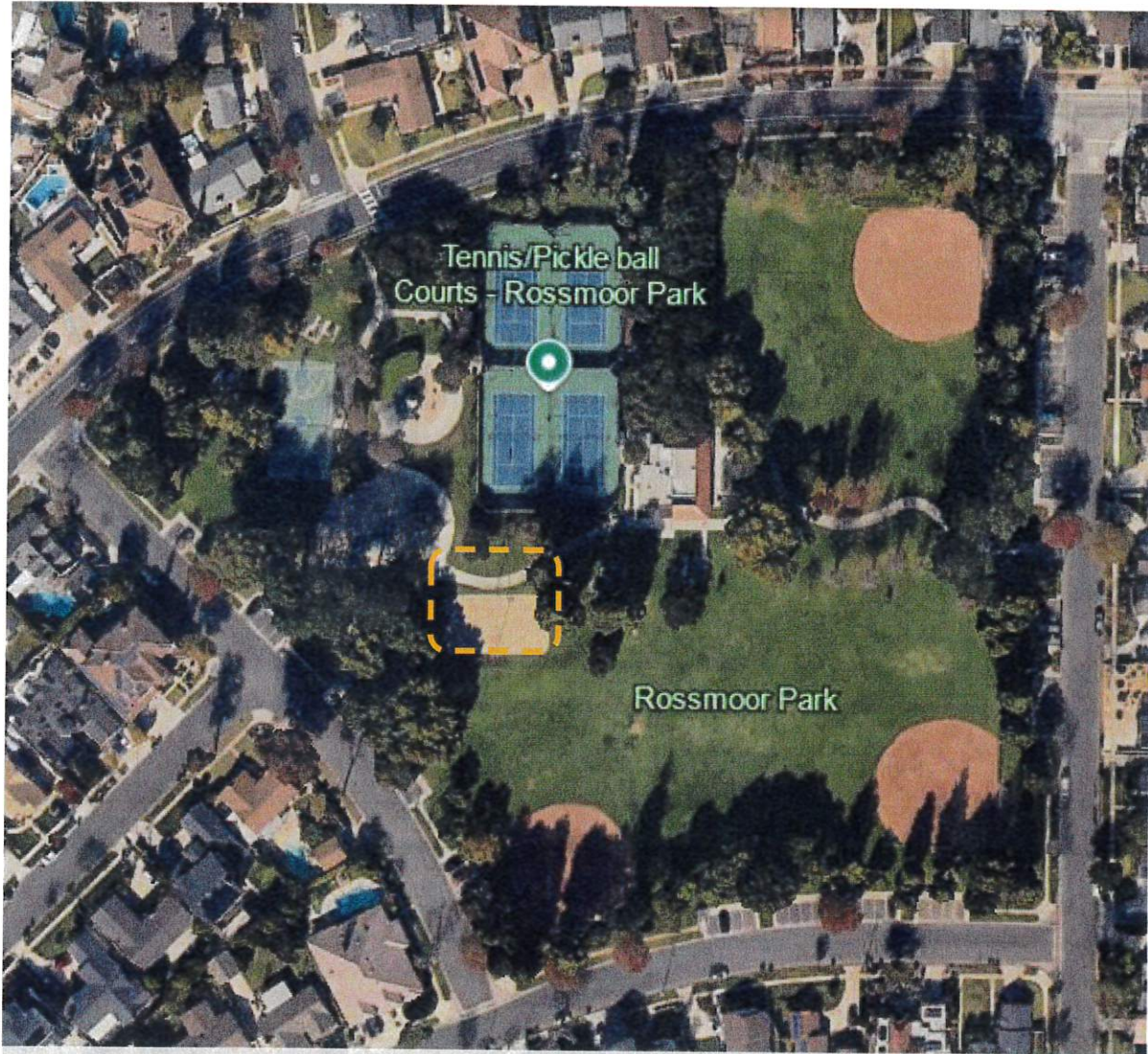
In addition to the day-to-day operations of the Rossmoor Community Services District (RCSD), the General Manager would like to highlight the following:

- Staff submitted a FEMA relief funding application in the amount of \$19,000 in 2021. Staff was recently informed that funding is still a possibility. Staff confirmed that RCSD is getting funding from Disaster DR 4482 and is in the process of completing forms from State and Federal offices.
- The bridge on the playground at Rush Park was recently replaced due to wear and tear. The bridge was replaced under warranty, the cost to the district was installation.
- The slide at Rossmoor Park was recently replaced, this was not a warranty item, the district paid for the replacement slide and installation.
- The first round of the General Manager recruitment interviews was conducted on December 3, 2024 by the Personnel and Contract Administration Committee, President Michael Maynard and First Vice President Tony DeMarco. On Monday, December 16th at 5:00pm, second round, closed session interviews will be conducted with the full Board of Directors and District Counsel.
- Currently in discussions with Eide Bailly to provide accounting services for the District once Michael Matsumoto's contract expires at the end of February. Eide Bailly currently oversees accounting responsibilities for LAFCO and numerous Special Districts in California and comes highly recommended by CSDA. If selected, the District will recognize a cost savings of approximately \$17,000 annually compared to current consultant rates. A contract is being drafted for review by counsel and will be presented to the Board at its January 14th meeting.

- Arborist Mary Kingman is working with residents that do not have a tree in their parkway. To date staff has been very successful in confirming that a tree will be planted as early as late December. Mary is working with a few residents that are declining to have a tree.
- The Capital Investment Project committee is scheduled to meet on January 21, 2025.
- The Mid-Year Budget Committee is scheduled to meet on January 22, 2025.
- The Los Alamitos Holiday Chamber Breakfast will be held at Rush Park on Friday December 13th.
- The Rossmoor Park canopy project is in plan check. The next step is purchasing equipment and going to bid for installation. The project is targeted for completion in early March which is about 20 days beyond the original estimate. The cement pad will be 26.3 ft x 36.3 ft and the canopy will be 22 ft x 32 ft.

ATTACHMENTS

1. Aerial View of Canopy Site
2. Rush Park Canopy Example
3. Proposed Canopy Site Photos
4. Proposed Canopy Site Plan



PROPOSED PROJECT LOCATION

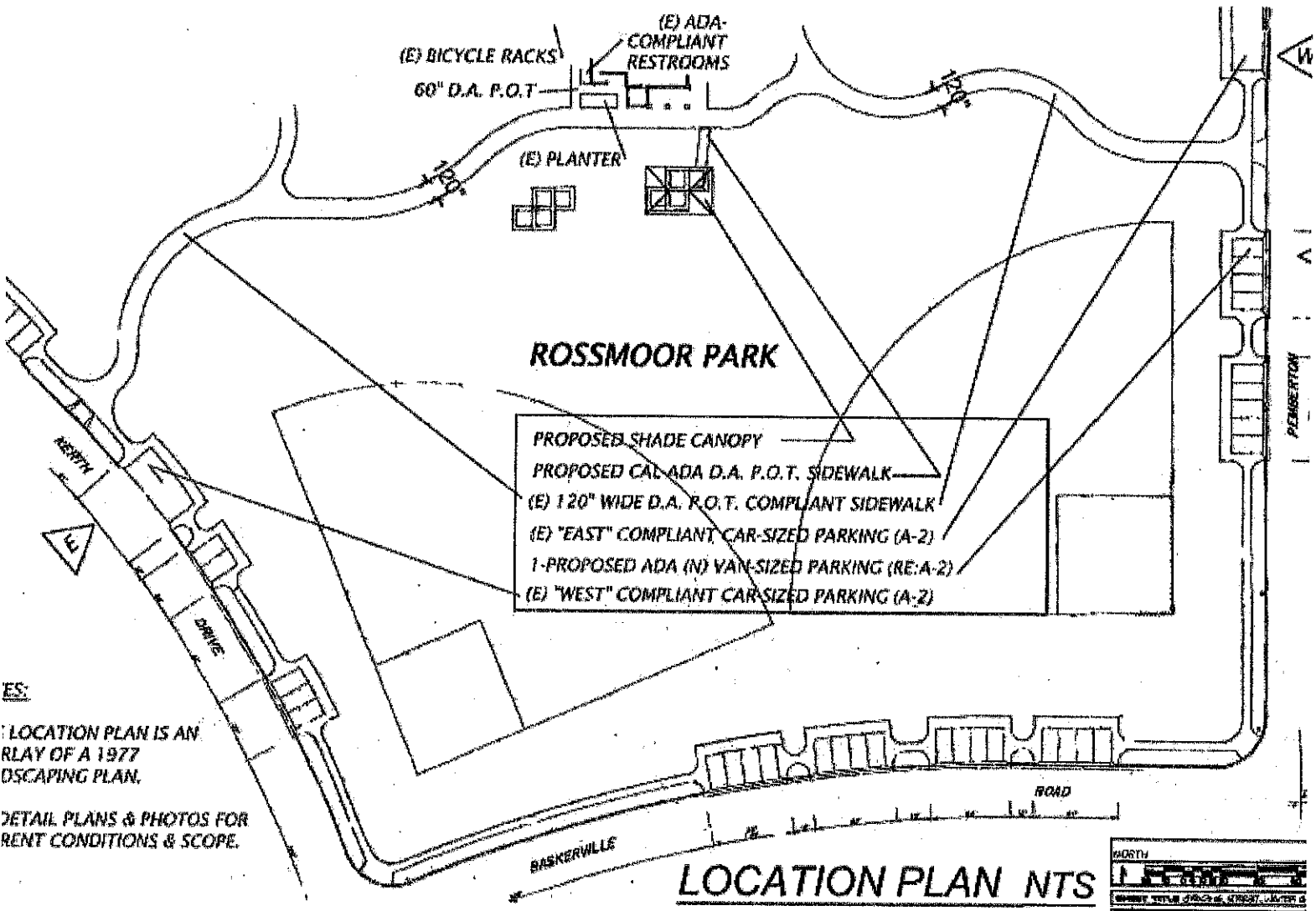
RCSD SHADE STRUCTURE







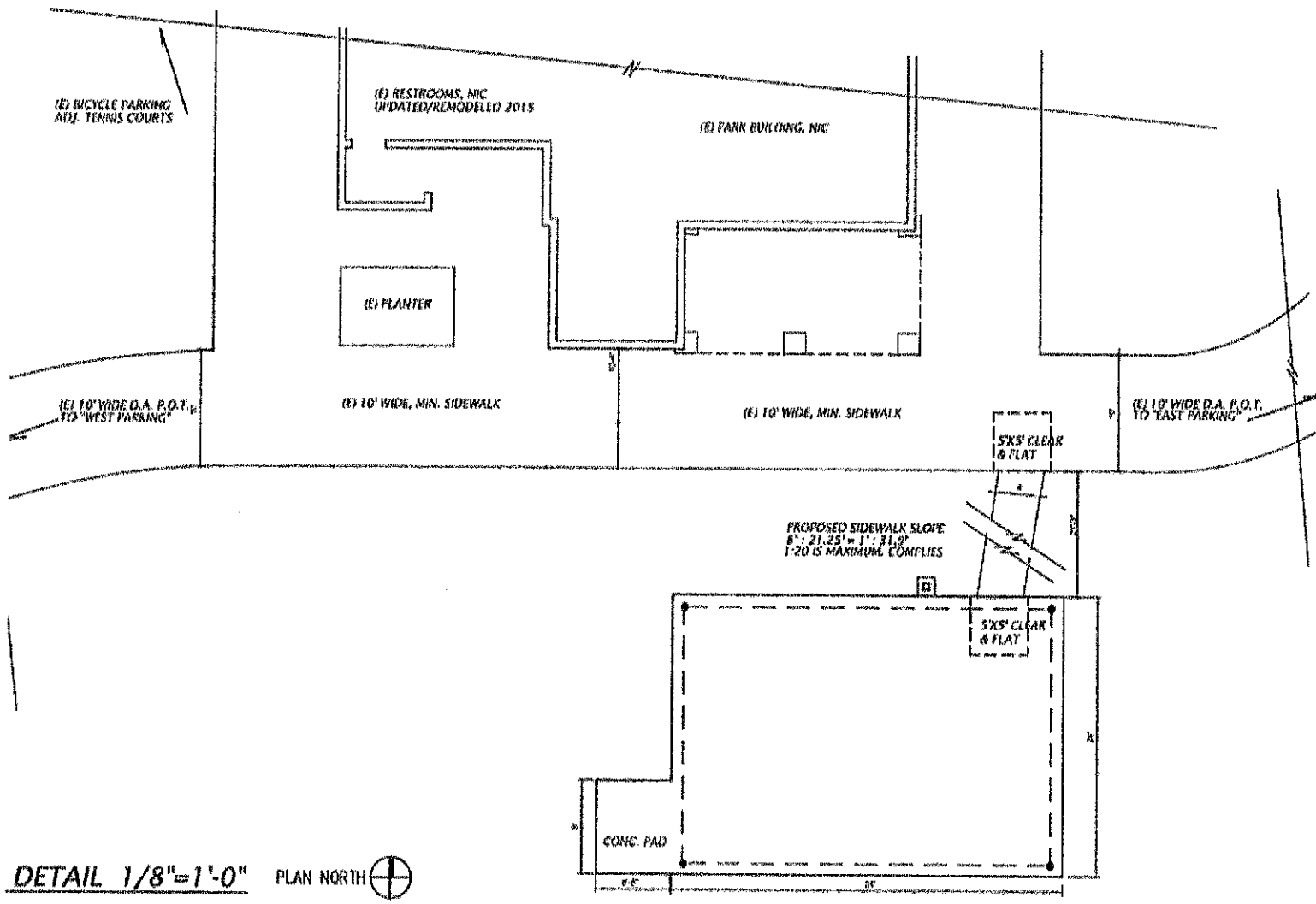




ES:
LOCATION PLAN IS AN
REPLAY OF A 1977
LANDSCAPING PLAN.
DETAIL PLANS & PHOTOS FOR
RENT CONDITIONS & SCOPE.

LOCATION PLAN NTS





DETAIL 1/8" = 1'-0"

PLAN NORTH