

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board
Agenda Package

May 14, 2024

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

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, May 14, 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 Barke, DeMarco, Searles and Shade
President Maynard |
| 3. PLEDGE OF ALLEGIANCE | Daisy Troop #2093 |

4. PRESENTATIONS:

- a) ORANGE COUNTY PUBLIC WORKS RE: FLOOD CONTROL CHANNELS – EDWARD FRONDOSO, DEPUTY DIRECTOR, OPERATIONS & MAINTENANCE
- b) CALIFORNIA HIGHWAY PATROL OFFICER ZEFERINO VALDOVINOS RE: QUARTERLY TRAFFIC REPORT

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

- 1. James Fisler – Orange County LAFCO Special District Representative (Incumbent)

Any person may address the Board of Directors at this time upon any subject within the jurisdiction of the Rossmore 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. PARKS/FACILITIES MAINTENANCE REPORT – OMERIO PEREZ

E. CONSENT CALENDAR

- 1. MINUTES:

- a. Regular RCSD Board Meeting of April 9, 2024

- 2. MARCH 2024 REVENUE AND EXPENDITURE REPORTS and APRIL 2024 WARRANTS

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:

1. PUBLIC HEARING - FISCAL YEAR 2024-2025 PROPOSED FINAL BUDGET FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

G. REGULAR CALENDAR

1. RESOLUTION NO. 24-05-14-01: A RESOLUTION OF THE BOARD OF DIRECTORS OF ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025.
2. FEE WAIVER REQUEST: MEET YOUR CANDIDATES NIGHT TOWN HALL PRESENTED BY THE ROSSMOOR HOMEOWNERS ASSOCIATION
3. DISCUSSION AND ACTION RE: CONTRACT WITH BREA IT
4. BALLOT AND DECLARATION OF QUALIFICATIONS TO VOTE RE: OCLAFCO SPECIAL DISTRICT REPRESENTATIVE

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.

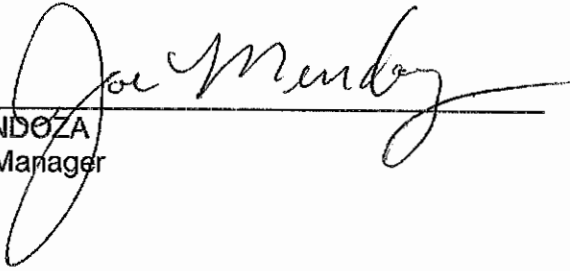
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the 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 May 14, 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 5/9/2024

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4a

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: ORANGE COUNTY PUBLIC WORKS RE: FLOOD CONTROL CHANNELS –
EDWARD FRONDOSO, DEPUTY DIRECTOR, OPERATIONS &
MAINTENANCE

RECOMMENDATION

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

INFORMATION

Edward Frondoso, Deputy Director, Operations & Maintenance from Orange County Public Works will describe the County's programs for maintaining the flood control channels in Rossmoor.

ATTACHMENTS

None.

PROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM A-4b

Date: May 14, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Subject: CALIFORNIA HIGHWAY PATROL OFFICER ZEFERINO VALDOVINOS RE:
QUARTERLY TRAFFIC REPORT

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors review and discuss the information provided by California Highway Patrol officer Zeferino Valdovinos.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: May 14, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Initiated by Park Superintendent Omero Perez
Subject: PARKS/FACILITIES MAINTENANCE REPORT

RECOMMENDATION

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

INFORMATION

The Park Maintenance and Facility Report is intended to provide the Rossmoor Community Services District (RCSD) Board of Directors with the status of activities and programs being performed to further the District's Parks and Facilities Maintenance Program.

ATTACHMENTS

1. Parks and Facilities Maintenance Report

**ROSSMOOR COMMUNITY SERVICES DISTRICT
PARK MAINTENANCE AND FACILITIES DEPARTMENT
QUARTERLY REPORT
MAY 2024**

SUMMARY

Inspection of District Properties – The facilities at Rossmoor, Rush Park and Montecito Center are fully operational with no significant issues.

Significant Activity This Quarter – The following projects and activities should be noted. These were performed beyond the regularly scheduled parks and facilities maintenance tasks.

- Contractor resurfaced and restriped Rush Park parking lot and redirected entrance and exit
- Contractor serviced Rush Park auditorium partitions
- District staff added roll coating to the pour-in-place rubberized playground surface at Rossmoor Park
- Contractor grinded down tripping hazards in Rossmoor Park
- District staff installed Tree City USA signs and Prop 68 signs
- Contractor repaired rolling gate at Montecito Center
- District staff installed 2 baby changing stations in Montecito Center
- District staff added 6 tons of wash plaster sand to the playground at Rush Park
- District staff installed flooring pavers by the office at Rush Park
- Roofing company did repairs to the Rush Park auditorium roof
- District staff power washed the playground at Rossmoor Park
- Painting company painted the playground at Rossmoor Park
- The carpet cleaning company cleaned carpets in the Rush Park auditorium and office.
- Serviced F150 pick up truck
- Placed Janitorial supply order for all the facilities
- District staff painted ball field back stops in both Rush and Rossmoor parks

Regular Maintenance Performed - District staff continues to inspect District properties and is performing maintenance as follows:

DAILY

- Clean restrooms and take out trash -two times morning and afternoon
- Vacuum office carpets, clean restroom and take out trash
- Clean doorknobs around main entrances of buildings
- Check playgrounds visually
- Blow off walkway to Rossmoor Park entrance
- Clean and disinfect the kitchen in both parks
- Check and mop floors at Montecito Center
- Pick up papers around the parks.
- Check emergency defibrillators in all the facilities.

WEEKLY

- Deep clean Rossmoor and Montecito restrooms every other week with versa machine
- Deep clean Rush Park restrooms every other week with versa machine

- Wash, clean and gas up RCSD vehicles once per week
- Wash windows at Rossmoor every other week
- Blow off tennis courts three times per month
- Weed and scarify infields at Rush Park
- Deep clean the refrigerator at all parks
- Disinfect the main office and all the facilities with a fog machine.
- Inspect, service and clean vacuums in all the facilities.
- Set up and take down for the Farmers Market
- Do the high frequency playground inspection list.
- Meet up with irrigation technician during irrigation system inspection.
- Wipe down exercise machines and repair as needed
- Clean and inspect drinking fountains

MONTHLY

- Check building and walkway lights at all the facilities
- Power wash playgrounds once per month
- Spot clean carpets
- Clean all blinds at parks.
- Dust ceilings in all rooms at all parks for cobwebs and dust
- Wipe down all ventilation outlets
- Trim the Rossmoor wall the first week of each month
- Inventory of all supplies by the first week of each month
- Order supplies the second week of each month
- Power wash playgrounds once per month
- Power wash tennis courts once per month to save water
- Power wash canopy shelters
- Check lights at all the facilities and replace as needed
- Set up and take down Board Meeting set up
- Weed and scarify infields at Rush Park once per month
- Check all fire alarms
- Check and inspect fire extinguishers in all the facilities

QUARTERLY

- Service HVAC system
- Service fire alarms
- Service all fire extinguishers
- Service fire suppression system
- Wash canopy roofs at Rossmoor and Rush Park
- Service sewer main lines at all the facilities
- Clean rain gutters at the facilities
- Clean French drains at Rossmoor Park
- Adjust timers for day-light savings.
- Service Ice Machines at Rossmoor and Rush Park
- Open for Blood drive at 7am
- Yearly backflow testing
- Did the Annual Reporting Transmittal for government vehicles

Respectfully Submitted By:
Omero Perez, Park Superintendent

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1a

Date: May 14, 2024
To: Honorable Board of Directors
From: General Manager Joe Mendoza
Administrative Assistant Carolyn Whang
Subject: MINUTES REGULAR RCSD BOARD MEETING OF APRIL 9, 2024

RECOMMENDATION

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

- a. Regular RCSD Board Meeting of April 9, 2024

INFORMATION

The Minutes reflect the actions of the RCSD at their meeting of April 2024.

ATTACHMENTS

- 1. Minutes – Regular RCSD Board Meeting of April 9, 2024



MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, April 9, 2024

A. ORGANIZATION

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

2. ROLL CALL:

Present: Directors Barke and DeMarco
President Maynard

Absent: Directors Searles and Shade

3. PLEDGE OF ALLEGIANCE: Los Alamitos Girls Softball League

4. PRESENTATIONS:

a. Presentation of Health and Wellness Festival Lineup by Jamie Hulk from Elite Events

Jamie Hulk, Elite Events, thanked RCSD for its partnership; addressed the upcoming Health and Wellness Festival and the Summer Fun Festival series; thanked main sponsors; spoke about introduction of a fundraiser and introduced participating vendors.

General Manager Mendoza spoke favorably about the partnership; announced plans to start a series of events for seniors; thanked Elite Services and vendors for attending tonight's meeting and looked forward to the upcoming Health and Wellness Festival.

President Maynard moved to Item No. G.3 with the Board's consensus.

b. Orange County Sheriff's Department Captain A.J. Patella presents Community Safety Update

Orange County Sheriff's Department Captain A.J. Patella presented a Community Safety Update comparing data from March 2023 and March 2024.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM

President Maynard opened this portion of the meeting.

Joe Muller, Former Mayor and Councilmember of Dana Point and Member of the South Coast Water District, spoke about the Community Safety Report; announced that he is running for a Special District Representative for LAFCO; discussed his experience at all levels of Government and his support of local control and asked for RCSD's support.

Discussion followed regarding defining North and South Counties, defining zones and boundaries, working together to keep local control, protecting special districts, LAFCO being more "city-driven", LAFCO's request for an MSR and the need for a strong voice at LAFCO to take on more issues related to special districts.

There were no other public comments.

D. REPORTS TO THE BOARD

1. REPORT ON THE URBAN FOREST – MARY KINGMAN

Mary Kingman presented a report on the RCSD urban forest including data for the last three months and Arbor Day events.

Discussion followed regarding RCSD being a Tree City USA and impacts of the rainy season.

E. CONSENT CALENDAR

1. MINUTES:

a. Regular RCSD Board Meeting of March 12, 2024

2. FEBRUARY 2024 REVENUE AND EXPENDITURE REPORTS and MARCH 2024 WARRANTS

There were no public comments on this item.

F. PUBLIC HEARING – None

G. REGULAR CALENDAR

1. REPORT OF THE BUDGET COMMITTEE REGARDING FY 2023-2024 ESTIMATE TO CLOSE, FY 2024-2025 PRELIMINARY BUDGET, AND SET DATE OF PUBLIC HEARING

General Manager Mendoza introduced the item; provided general comments; highlighted a 3% cost of living increase for RCSD staff and the possibility of adding a deferred match program for staff in lieu of a traditional retirement plan and deferred to Michael Matsumoto, Consulting Accountant, for a report.

Discussion followed regarding 401K plans, matching and contribution limits.

General Manager Mendoza asked for the Board's input on the preliminary budget; talked about reserves and keeping up with needed infrastructure improvements and reported that the proposed final budget will be presented at the Board's May 2024 meeting.

Michael Matsumoto, Consulting Accountant, spoke about a projected surplus; noted it was reviewed by the Budget Committee as a preliminary budget; reported the goal is for the Board to provide direction and feedback and added the proposed final budget public hearing will be held during the Board's meeting in May with a subsequent adoption in June, as accepted by the Board.

Consulting Accountant Matsumoto addressed revenues, increases in property tax revenue, grant revenues and the possibility of increasing rental fees next year.

General Manager Mendoza interjected that RCSD has already done a survey of rental fees and the item will be presented to the Board in the next few months.

President Maynard asked about scheduling a meeting of the Parks and Facilities Committee prior to the Board's next meeting, to review the possibility of increasing rental fees and suggested once the new fee structures are in place, a budget adjustment can be implemented, per the Budget Calendar.

Consulting Accountant Matsumoto continued reporting on expenditures, including a 17% increase in health insurance coverage; projected a 5% increase thereafter; addressed community events and street sweeping reimbursements from the County and noted a budget surplus of \$66,560.

Discussion followed regarding discussions regarding health insurance coverage increases, the possibility of considering other non-traditional insurance vehicles and exploring a vesting period.

General Counsel Preziosi was unsure that would be permissible as it would be subject to IRS rules as opposed to State rules that have rules for vesting.

General Manager Mendoza agreed to research whether vesting is an option and noted there are other agencies he can use as examples.

Motion by Director Barke, seconded by Director DeMarco, to direct the General Manager to approve the closure of the preliminary FY 2024-2025 and proceed in the preparation of a proposed final FY 2024-2025 budget, to be presented during the May 2024 RCSD Board meeting. Motion passed 3-0. Directors Searles and Shade were absent.

2. AWARD OF CONTRACT FOR AUDITORIUM FLOORING PROJECT AT RUSH PARK

General Manager Mendoza presented details of the report; discussed scenarios within the scope of the RFP and responses to the RFP and asked for approval of a contract to Floor Tech Inc. in the amount of \$54,924 for scenario 2 as presented in the staff report and recommended by the CIP and the Budget Committees. Additionally, General Manager Mendoza addressed fiscal impacts, reimbursement of 80% of costs through Proposition 68 funding and flooring materials.

Discussion followed regarding impacts of the dance floor on acoustics, reaching out to lessees, the timing for reimbursements from Proposition 68 and installing vinyl at the entry and food areas.

There were no public comments on this item.

Motion by Director DeMarco, seconded by Director Barke, to award a contract for scenario 2, as amended to include vinyl at the entry and food areas, on the sides, for auditorium flooring at Rush Park to Floor Technology Group. Motion passed 3-0. Directors Searles and Shade were absent.

President Maynard moved to Agenda Item No. H.

3. DISCUSSION AND ACTION RE: AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH ELITE SPECIAL EVENTS TO PROVIDE SERVICES AT THE 2024 ROSSMOOR HEALTH AND WELLNESS FESTIVAL

General Manager Mendoza presented details of the report; announced the Health and Wellness Festival is scheduled for May 11, 2024; spoke about event creating community and asked for approval of a contract with Elite Events.

There were no public comments on this item.

Motion by Director Barke, seconded by Director DeMarco, to AUTHORIZE THE GENERAL MANAGER TO ENTER INTO A CONTRACT WITH ELITE SPECIAL EVENTS TO PROVIDE SERVICES AT THE 2024 ROSSMOOR HEALTH AND WELLNESS FESTIVAL. Motion passed 3-0. Directors Searles and Shade were absent.

President Maynard returned to Agenda Item No. 4.b.

H. GENERAL MANAGER ITEMS

General Manager Mendoza presented a brief overview of recent and upcoming events; reported UCI has taken over Los Alamitos Medical Center and mentioned continuing the partnership with RCSD; discussed pool and water safety event and the status of current and upcoming projects.

Discussion followed regarding the status of assigning a zip code to Rossmoor, the new speed law, having the General Manager work with General Counsel on a position paper to implement the advantage of a new public safety law.

General Council Preziosi noted this matter is within the County's purview but stated he would be happy to work on an opinion on behalf of the Board.

Discussion followed regarding citing examples from other cities.

General Manager Mendoza listed upcoming festivals; addressed adding classes for seniors; commented on the possibility of art and dance classes and talked about a potential agreement for a pickleball instructor.

Discussion followed regarding renting facilities at hourly fees, the possibility of implementing a revenue-sharing agreement, getting a historical perspective and the need for clarity on the subject.

I. BOARD MEMBER ITEMS

Director DeMarco thanked Orange County Sheriff's Department Captain A.J. Patella for his presentation and spoke about the need to know the Rossmoor Sheriff's coverage schedule and information about citations. Additionally, he thanked Ms. Kingman for her report and the Los Alamitos Girls Softball League for participating in the meeting.

Director Barke thanked Rachel for attending Board meetings.

President Maynard thanked the Los Alamitos Girls Softball League for participating in the meeting as well as Ms. Hulk for her presentation.

President Maynard spoke about a recent active shooter event at the Los Cerritos Shopping Center at the time his daughter and her boyfriend were there; discussed the importance of situational awareness and urged everyone to be safe.

J. GENERAL COUNSEL ITEMS

General Counsel Preziosi spoke about a recent action of the U.S. Supreme Court; addressed challenging a Grants Pass homeless case tied to a Boise case and the difficulty of enforcing anti-camping laws by California Law Enforcement agencies.

K. ADJOURNMENT

President Maynard adjourned the meeting at 9:00 p.m.

ATTEST:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Michael Maynard, President

Joe Mendoza, Secretary
Rossmoor Community Services District

APPROVED:



ROSSMOOR COMMUNITY SERVICES DISTRICT 2023-2024 SUMMARY AND COMPARISON/MARCH

TOTAL CALLS TO DISPATCH

Table with 2 columns: 2023 - (119) -16, 2024 - (103) 13%

TOTAL REPORTS

Table with 2 columns: 2023 - (16) -1, 2024 - (15) 6%

CRIMES AGAINST PERSONS

Table with 2 columns: 2023 - (2) -1, 2024 - (1) 50%

CRIMES AGAINST PROPERTY/SOCIETY

Table with 2 columns: 2023 - (8) -4, 2024 - (4) 50%

SUSPICIOUS ACTIVITY CALLS

Table with 2 columns: 2023 - (19) +2, 2024 - (21) 10%

CRIMES AGAINST PERSONS SUMMARY

Summary table for Crimes Against Persons comparing 2023 and 2024 data.

CRIMES AGAINST PROPERTY/SOCIETY SUMMARY (BRIEF DESCRIPTION)

Summary table for Crimes Against Property/Society comparing 2023 and 2024 data.

The above statistics were generated from our internal computer aided dispatch (CAD) system. Data may differ from the Uniformed Crime Reporting (UCR) from Department of Justice (DOJ). This report is intended to provide a statistical overview and general comparison for the district. Additionally, the statistics may not be consistent with the posted blotter data. The blotter displays all calls received through OCSD dispatch and frequently do not generate crime reports.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accountant Michael Matsumoto

Subject: MARCH 2024 REVENUE and EXPENDITURE REPORT/APRIL 2024
WARRANTS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Revenue and Expenditure Report for March 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 April 1, 2024, to April 30, 2024.

ATTACHMENTS

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

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

	Original Budget	Amended Budget	Current Month	YTD	YTD Var	YTD % Bud
Revenues:						
Property taxes	\$ 1,333,100	\$ 1,333,100	\$ 86,592	\$ 830,656	\$ (502,444)	62.31%
Street light assessments	404,300	404,300	30,101	288,667	(115,633)	71.40%
Interest on investments	30,000	30,000	-	25,123	(4,877)	83.74%
From other governmental agencies	136,000	136,000	-	-	(136,000)	0.00%
Permit and rental fees	214,300	187,300	16,392	153,864	(33,436)	82.15%
Misc./Sponsorships	35,000	35,000	774	34,983	(17)	99.95%
Total Revenues	<u>2,152,700</u>	<u>2,125,700</u>	<u>133,859</u>	<u>1,333,293</u>	<u>(792,407)</u>	<u>62.72%</u>
Expenditures:						
Administration	1,224,390	1,233,260	80,604	838,520	394,740	67.99%
Recreation	63,000	63,000	900	60,244	2,756	95.63%
Rossmoor park	209,250	220,645	7,586	88,128	132,517	39.94%
Montecito center	13,450	13,450	622	8,337	5,113	61.99%
Rush park	193,070	193,070	8,754	84,093	108,977	43.56%
Street lighting	113,100	113,100	9,665	88,391	24,709	78.15%
Street sweeping	83,100	83,100	6,538	58,843	24,257	70.81%
Parkway trees	189,010	189,010	1,162	172,074	16,936	91.04%
Mini-parks and medians	15,190	15,190	1,018	11,020	4,170	72.55%
Total Expenditures	<u>2,103,560</u>	<u>2,123,825</u>	<u>116,849</u>	<u>1,409,650</u>	<u>714,175</u>	<u>66.37%</u>
Changes in fund balance	49,140	1,875	<u>\$ 17,010</u>	(76,357)	<u>\$ (78,232)</u>	
Fund balance:						
Beginning of year	<u>1,709,443</u>	<u>1,709,443</u>		<u>1,709,443</u>		
End of period	<u>1,758,583</u>	<u>1,711,318</u>		<u>1,633,086</u>		
Cash Balances at 3/31/24:						
Checking				205,478		
LAIF				<u>1,456,732</u>		
Total				<u>1,662,210</u>		

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

Fund	Account	Received			Revenue	%
		Current Month	Received YTD	Estimated Revenue	To Be Received	Received
10 General Fund						
3000 Property Tax						
3001	Current Secure Property Tax	84,790.60	758,967.47	1,242,000.00	483,032.53	61 %
3002	Current Unsecured Prop Tax	0.00	32,166.03	36,900.00	4,733.97	87 %
3003	Prior Secured property Tax	258.85	6,874.56	15,200.00	8,325.44	45 %
3004	Prior Unsecured Property Tax	0.00	0.00	3,300.00	3,300.00	0 %
3005	Delinquent Property Taxes	79.20	1,703.83	1,100.00	-603.83	155 %
3006	Current Supplemental Assessment	1,463.65	18,901.63	19,600.00	698.37	96 %
3008	Public Utility Tax	0.00	9,568.40	10,900.00	1,331.60	88 %
3009	State Homeowners prop. Tax Relief	0.00	2,474.16	4,100.00	1,625.84	60 %
	Account Group Total:	86,592.30	830,656.08	1,333,100.00	502,443.92	62 %
3100						
3101	Street light assessments	30,101.45	288,667.30	404,300.00	115,632.70	71 %
	Account Group Total:	30,101.45	288,667.30	404,300.00	115,632.70	71 %
3200						
3201	Interest on Investments	0.00	25,122.49	30,000.00	4,877.51	84 %
	Account Group Total:	0.00	25,122.49	30,000.00	4,877.51	84 %
3300 INTERGOVERNMENTAL REVENUE						
3301	Prop 68 Grant Funding	0.00	0.00	56,000.00	56,000.00	0 %
3304	County street sweep reimbursement	0.00	0.00	80,000.00	80,000.00	0 %
	Account Group Total:	0.00	0.00	136,000.00	136,000.00	0 %
3400 RENTAL & PERMITS						
3401	Tennis Courts Reservations	1,306.00	13,225.00	21,000.00	7,775.00	63 %
3402	Tennis Instructor Private Lessons	1,340.75	13,989.00	16,000.00	2,011.00	87 %
3403	Basketball Court Reservations	416.00	1,493.00	0.00	-1,493.00	%
3404	Sand Volleyball Court Reservations	0.00	36.00	0.00	-36.00	%
3405	Rossmoor Park Ball Field Reservations	88.00	7,512.00	12,500.00	4,988.00	60 %
3406	Rush Park Ball field reservations	79.28	11,296.55	12,500.00	1,203.45	90 %
3407	Pickleball Reservation	1,444.00	10,018.00	12,000.00	1,982.00	83 %
3408	Pickleball Instructor Private Lessons	0.00	0.00	3,000.00	3,000.00	0 %
3411	Signature Wall Banner Rental	40.00	320.00	300.00	-20.00	107 %
3421	Tree Revenue	0.00	3,032.60	5,000.00	1,967.40	61 %
3422	Tree Violation Fines	270.00	1,170.00	0.00	-1,170.00	%
3431	Rossmoor Building Rental	445.00	3,805.00	2,500.00	-1,305.00	152 %
3432	Rossmoor Park Picnic Site	150.00	2,286.00	2,500.00	214.00	91 %
3441	Montecito Building Rental	953.50	19,864.02	25,000.00	5,135.98	79 %
3451	Rush Building Rental	8,985.17	58,129.31	67,000.00	8,870.69	87 %
3452	Rush Park Picnic Site	873.72	6,365.20	7,000.00	634.80	91 %
3453	Rush Park Kitchen	0.00	1,322.00	1,000.00	-322.00	132 %
	Account Group Total:	16,391.42	153,863.68	187,300.00	33,436.32	82 %
3500						
3501	MISC REVENUE	673.75	15,633.39	10,000.00	-5,633.39	156 %
3502	Sponsorships	100.00	19,350.00	25,000.00	5,650.00	77 %
	Account Group Total:	773.75	34,983.39	35,000.00	16.61	100 %

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 3 / 24

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Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
	Fund Total:	133,858.92	1,333,292.94	2,125,700.00	792,407.06	63 %
	Grand Total:	133,858.92	1,333,292.94	2,125,700.00	792,407.06	63 %

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 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	900.00	5,300.00	11,000.00	11,000.00	5,700.00	48%
4002	Salaries - Part-time	5,166.50	30,249.03	82,100.00	82,100.00	51,850.97	37%
4003	Overtime	484.42	10,666.91	10,500.00	12,000.00	1,333.09	89%
4006	SALARIES - ADMINISTRATION	18,066.26	185,783.91	255,800.00	257,500.00	71,716.09	72%
4007	VEHICLE ALLOWANCE (MILEAGE)	146.06	1,235.97	2,100.00	2,100.00	864.03	59%
4008	SALARIES - PARK AND RECREATION	14,243.04	141,969.75	166,100.00	167,500.00	25,530.25	85%
4009	SALARIES - Park /TREE MAINTENANCE	4,932.96	45,889.39	59,700.00	59,700.00	13,810.61	77%
4010	Workers Compensation Insurance	0.00	11,975.16	15,000.00	15,000.00	3,024.84	80%
4011	Medical Insurance	0.00	62,700.94	84,000.00	84,000.00	21,299.06	75%
4015	Federal Payroll Tax -FICA	3,505.77	34,678.62	56,390.00	56,390.00	21,711.38	61%
5002	Insurance - Liability	0.00	38,722.00	41,000.00	41,000.00	2,278.00	94%
5004	Memberships and Dues	0.00	10,349.59	9,980.00	10,500.00	150.41	99%
5006	Travel & Meetings	228.45	859.29	2,630.00	2,630.00	1,770.71	33%
5007	Televised Meeting Costs	1,677.70	12,908.93	23,100.00	23,100.00	10,191.07	56%
5008	Gasoline	214.38	2,280.00	5,250.00	5,250.00	2,970.00	43%
5010	Publications & Legal Notices	225.00	9,445.53	7,880.00	7,880.00	-1,565.53	120%
5012	Printing	0.00	3,061.86	4,200.00	4,200.00	1,138.14	73%
5014	Postage	23.84	961.51	2,100.00	2,100.00	1,138.49	46%
5016	Office & Meeting Supplies	1,576.89	5,380.83	15,750.00	15,750.00	10,369.17	34%
5018	Janitorial Supplies	0.00	9,358.72	20,790.00	20,790.00	11,431.28	45%
5020	Telephone	987.75	8,063.08	10,500.00	10,500.00	2,436.92	77%
5021	Computer/Email/Server Costs	754.31	7,912.86	5,250.00	9,000.00	1,087.14	88%
5030	Vehicle Maintenance	20.09	739.37	10,500.00	10,500.00	9,760.63	7%
5032	Building & Grounds-Maintenance	13,663.94	59,704.32	85,050.00	85,050.00	25,345.68	70%
5045	Miscellaneous Expenditures	756.21	17,248.90	21,000.00	21,000.00	3,751.10	82%
5046	Bank Service Charge	136.26	2,326.10	4,200.00	4,200.00	1,873.90	55%
5610	Legal Services	3,216.00	20,197.50	65,520.00	65,520.00	45,322.50	31%
5615	Financial Audit-Consulting	0.00	19,000.00	19,950.00	19,950.00	950.00	95%
5620	Outsource Financial Consultant	6,000.00	48,000.00	72,450.00	72,450.00	24,450.00	66%
5670	Other Professional Services	2,521.62	27,624.03	42,000.00	42,000.00	14,375.97	66%
6010	Equipment	1,056.59	1,985.10	2,100.00	2,100.00	114.90	95%
6025	Software	100.00	1,940.78	10,500.00	10,500.00	8,559.22	18%
	Account Total:	80,604.04	838,519.98	1,224,390.00	1,233,260.00	394,740.02	68%
5020 Recreation							
5017	Community Events	900.00	60,244.02	63,000.00	63,000.00	2,755.98	96%
	Account Total:	900.00	60,244.02	63,000.00	63,000.00	2,755.98	96%
5030 Rossmoor Park							
5022	Utilities	1,084.07	10,814.54	13,130.00	13,130.00	2,315.46	82%
5023	Water	1,525.83	38,080.22	63,000.00	63,000.00	24,919.78	60%
5025	SECURED PROP TAX	0.00	1,089.58	1,260.00	1,260.00	170.42	86%
5034	Alarm Systems/Security	0.00	246.00	1,050.00	1,050.00	804.00	23%
5045	Miscellaneous Expenditures	108.31	565.18	4,730.00	4,730.00	4,164.82	12%
5051	Equipment Rental	0.00	0.00	530.00	530.00	530.00	0%
5052	Minor Facility Repairs /Tools	0.00	0.00	1,050.00	1,050.00	1,050.00	0%
5655	Landscape Maintenance / Janitorial	2,287.50	29,125.34	34,500.00	34,500.00	5,374.66	84%
6005	Buildings and Improvements	2,580.00	8,206.92	90,000.00	101,395.00	93,188.08	8%

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 General Fund							
	Account Total:	7,585.71	88,127.78	209,250.00	220,645.00	132,517.22	40%
5040 Montecito Center							
	5022 Utilities	160.62	1,560.28	2,100.00	2,100.00	539.72	74%
	5023 Water	93.00	2,728.14	4,730.00	4,730.00	2,001.86	58%
	5025 SECURED PROP TAX	0.00	915.04	1,050.00	1,050.00	134.96	87%
	5034 Alarm Systems/Security	0.00	378.00	680.00	680.00	302.00	56%
	5045 Miscellaneous Expenditures	0.00	31.23	530.00	530.00	498.77	6%
	5052 Minor Facility Repairs /Tools	0.00	0.00	530.00	530.00	530.00	0%
	5655 Landscape Maintenance / Janitorial	368.66	2,723.96	3,830.00	3,830.00	1,106.04	71%
	Account Total:	622.28	8,336.65	13,450.00	13,450.00	5,113.35	62%
5050 Rush Park							
	5022 Utilities	2,086.93	23,292.08	33,180.00	33,180.00	9,887.92	70%
	5023 Water	1,725.36	26,532.05	52,500.00	52,500.00	25,967.95	51%
	5025 SECURED PROP TAX	0.00	4,169.92	4,410.00	4,410.00	240.08	95%
	5034 Alarm Systems/Security	0.00	378.00	840.00	840.00	462.00	45%
	5045 Miscellaneous Expenditures	0.00	174.35	530.00	530.00	355.65	33%
	5051 Equipment Rental	0.00	0.00	1,580.00	1,580.00	1,580.00	0%
	5052 Minor Facility Repairs /Tools	0.00	0.00	530.00	530.00	530.00	0%
	5655 Landscape Maintenance / Janitorial	2,287.51	24,810.87	34,500.00	34,500.00	9,689.13	72%
	6005 Buildings and Improvements	2,654.51	4,735.51	65,000.00	65,000.00	60,264.49	7%
	Account Total:	8,754.31	84,092.78	193,070.00	193,070.00	108,977.22	44%
5060 Street Lighting							
	5650 Street Lighting and Maintenance	9,664.96	88,390.63	113,100.00	113,100.00	24,709.37	78%
	Account Total:	9,664.96	88,390.63	113,100.00	113,100.00	24,709.37	78%
5070 Street Sweeping							
	5642 Street Sweeping	6,538.14	58,843.26	83,100.00	83,100.00	24,256.74	71%
	Account Total:	6,538.14	58,843.26	83,100.00	83,100.00	24,256.74	71%
5080 Parkway Trees							
	5017 Community Events	0.00	0.00	1,580.00	1,580.00	1,580.00	0%
	5656 Tree Trimming	1,161.60	129,382.35	137,030.00	137,030.00	7,647.65	94%
	5660 TREE REMOVAL	0.00	10,490.80	3,150.00	3,150.00	-7,340.80	333%
	6015 Trees	0.00	32,201.70	47,250.00	47,250.00	15,048.30	68%
	Account Total:	1,161.60	172,074.85	189,010.00	189,010.00	16,935.15	91%
5090 Mini-Parks and Medians							
	5022 Utilities	24.33	152.79	530.00	530.00	377.21	29%
	5023 Water	625.20	8,143.47	10,500.00	10,500.00	2,356.53	78%
	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	368.66	2,723.97	3,830.00	3,830.00	1,106.03	71%
	Account Total:	1,018.19	11,020.23	15,190.00	15,190.00	4,169.77	73%
	Account Group Total:	116,849.23	1,409,650.18	2,103,560.00	2,123,825.00	714,174.82	66%

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 3 / 24

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Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
	Fund Total:	116,849.23	1,409,650.18	2,103,560.00	2,123,825.00	714,174.82	66%
	Grand Total:	116,849.23	1,409,650.18	2,103,560.00	2,123,825.00	714,174.82	66%

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

Revenue Accounts (Accounts more than 95% and less than 55%)

Account Code	Item	Explanation
3411	Signature Wall Banner Rental	107% of anticipated budget due to unexpected amount of rentals
3431	Rossmoor Building Rental	152% of anticipated budgeted revenue due to election activity and enhanced marketing.
3453	Rush Park Kitchen	132% of anticipated revenue due to higher amount of rentals for space
3501	Misc Revenue	150% of anticipated revenue due to increase in Winter Festival ticket sales

Expenditure Accounts (Accounts more than 95% and less than 55%)

Account Code	Item	Explanation
5010-4000	Board of Directors Compensation	At 48%. Under due to minimum number of meetings. Do not anticipate going over budget.
5010-4002	Salaries - Part-time	At 36% due to unanticipated vacancies.
5010-5004	Memberships and Dues	On target at 99%. All dues are paid for FY.
5010-5006	Travel & Meeting Costs	At 33%. Do not anticipate going over budget. A few more expenses pending.
5010-5008	Gasoline	At 43%. As needed expenditure. Do not anticipate going over budget.
5010-5010	Publications & Legal Notices	At 117%. Extra expenditures due to traffic meeting notices.
5010-5014	Postage	At 46%. As needed expenditure. Do not anticipate going over budget.
5010-5016	Office & Meeting Supplies	At 34%. Will be ordering additional supplies throughout the year. Do not anticipate going over budget.
5010-5018	Janitorial Supplies	At 45%. Orders are in the process. Do not anticipate going over budget.
5010-5030	Vehicle Maintenance	Currently at 7%. As needed expenditure. Trucks are currently in the shop. Do not anticipate going over the budget.
5010-5610	Legal Services	At 31%. Anticipate staying within budget. To date, no unanticipated activity has occurred.

5010-6025	Software	At 18%. This is on a as needed basis. In the process of renewing. Will stay within budget.
5020-5017	Community Events	Currently at 96%. Anticipate going over budget due to added Wellness Festival. Anticipate going over by approx. \$5000 which will be offset by sponsorship.
5030-5034	Rossmoor Park - Alarm Systems/Security	At 23%. Staff researching with vendor.
5030-5045	Rossmoor Park - Misc Expenditures	At 12%. Upcoming expenses for unanticipated repairs
5030-6005	Rossmoor Park - Building and Improvements	At 8%. Projects have not been completed. Invoices pending for renovations to courts and picnic shelter.
5040-5045	Montecito Center - Misc Expenditures	At 6%. Pending expenses in the process.
5050-5023	Water - Rush Park	At 51% due to unexpected amount of rainfall caused less water utility usage.
5050-5034	Rush Park - Alarm Systems/Security	At 45%. Pending payments in progress.
5050-5045	Rush Park - Misc Expenditures	At 33%. Pending payments in progress.
5030-5051 5050-5051 5090-5051	Equipment Rental - Rossmoor Park, Rush Park, Mini Parks	Pending payments in progress. Currently at 0%.
5040-5052 5050-5052 5090-5052	Minor Facility Repairs/Tools - Montecitio Center, Rush Park, Mini Parks	Repairs in progress. Currently at 0%.
5050-6005	Rush Park - Building & Improvements	At 7%. Capital Projects in progress. (Roof repair and Floor replacement) to be completed this FY.
5080-5017	Tree Community Events	At 0%. Season ending and payments are pending. Will stay in budget.
5080-5660	Tree Removal	At 333%. Seasonal Project. Over budget due to safety removals.
5090-5045	Mini Parks - Misc Expenditures	Pending payments in progress. Currently at 0%.

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ROSEMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 4/24

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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
733		923 U.S BANK CAL-CARD	11,315.75					
	CalCard 3/25/24							
	02/27/24	CFBTel	541.02			10 5010	5020	1010
	02/28/24	QR.IO Generator	35.00			10 5010	5045	1010
	03/01/24	Play it again sports	180.04			10 5020	5017	1010
	03/01/24	Bens Seal Bch Auto	62.20			10 5010	5030	1010
	03/01/24	Nick's Deli	47.43			10 5010	5016	1010
	03/05/24	Uline	4,936.26			10 5010	5018	1010
	03/05/24	USPS	10.40			10 5010	5014	1010
	03/04/24	Aim Mail Ctr	25.00			10 5010	5045	1010
	03/05/24	Economic Laundry	48.60			10 5010	5045	1010
	03/07/24	Microsoft	325.00			10 5010	5021	1010
	03/07/24	Costco	295.21			10 5010	5016	1010
	03/11/24	Lloyd Pest	55.00			10 5010	5032	1010
	03/12/24	Chick-Fil-A	25.86			10 5010	5016	1010
	03/13/24	Verizon	61.06			10 5010	5021	1010
	03/14/24	Frontier	93.98			10 5010	5021	1010
	03/14/24	Frontier	78.88			10 5010	5020	1010
	03/14/24	West Georgia Cornhold	1,047.71			10 5010	5045	1010
	03/16/24	Staples	77.46			10 5010	5016	1010
	03/15/24	5th Ave. Bagelry	42.28			10 5010	5016	1010
	03/14/24	Aim Mail Ctr.	57.00			10 5010	5014	1010
	03/19/24	T-Mobile	245.00			10 5010	5020	1010
	03/19/24	Marina Security Gate	160.00*			10 5040	5052	1010
	03/20/24	Frontier	230.59			10 5010	5021	1010
	03/20/24	Amazon	362.06			10 5040	5045	1010
	03/21/24	Amazon	26.56			10 5010	5016	1010
	03/21/24	Amazon	50.49			10 5010	5016	1010
	03/22/24	Amazon	53.10			10 5010	5016	1010
	03/22/24	Autozone	96.16			10 5010	5030	1010
	03/24/24	Staples	44.57			10 5010	5016	1010
	03/24/24	Staples	64.26			10 5010	5016	1010
	03/22/24	TAB Answer Network	25.00			10 5010	5020	1010
	03/22/24	Amazon	24.43			10 5010	5016	1010
	03/22/24	Amazon	103.72			10 5010	5016	1010
	03/24/24	Amazon	183.67			10 5010	5016	1010
	03/22/24	Marina Security Gate	1,600.75*			10 5040	5052	1010
734		999999 DAVID BACANI	45.00					
	Refund Easter Picnic							
	03/26/24	Refund Rain	45.00			10 3452		1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 4/24

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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
735		999999 STEVEN CIMA	60.00					
		Rain cancellation						
		03/26/24 Rain cancellation	60.00			10 3432		1010
736		999999 JUDY FOY	236.00					
		Event Cancellation						
		03/26/24 Event Cancellation	36.00			10 3451		1010
		03/26/24 Refund deposit	200.00			10 2220		1010
737		999999 ROBERT GILLETTE	45.00					
		Rain cancellation						
		04/01/24 Rain cancellation	45.00			10 3432		1010
738		999999 GLENDA LLAMAS	70.00					
		Rain cancellation						
		03/27/24 Rain cancellation	70.00			10 3452		1010
739		999999 ANNE-MARIE PELAYO	85.00					
		Wrong date						
		03/21/24 wrong date	85.00			10 3452		1010
740		150 JOE MENDOZA	178.05					
		Expenses						
		02/19/24 File for Desk	32.61			10 5010	5016	1010
		04/02/24 Mileage Nov	75.75			10 5010	4007	1010
		04/02/24 Mileage Dec	69.69			10 5010	4007	1010
741		304 CBE SOLUTIONS	335.87					
		Copier usage						
		IN2716795 03/20/24 Copier Usage	335.87			10 5010	5012	1010
742		623 CELL BUSINESS EQUIPMENT	125.65					
		Copy Lease						
		5029050961 03/14/24 Copy Lease	125.65*			10 5010	6010	1010
743		1011 Governmental Financial Services	6,000.00					
		March						
		04/01/24 March	6,000.00			10 5010	5620	1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 4/24

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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
744		226 HILL'S BROTHERS LOCK & SAFE	483.29					
		Locksmith						
	86544	03/05/24 Keys Montecito	87.00			10 5010	5032	1010
	86731	03/21/24 Rush Shop Door	396.29			10 5010	5032	1010
745		747 JHM SUPPLY	443.82					
		Butterfly Garden						
	94305/3	03/25/24 Butterfly Garden	443.82			10 5010	5032	1010
746		910 PETE'S PLUMBING	601.10					
		Rush Restroom Sink						
	143811	03/28/24 Rush Restroom Sink	601.10			10 5010	5032	1010
747		1068 Signs & Lucite	799.31					
		Prop 68 Signs						
	7361	04/02/24 Prop 68 Signs	399.66			10 5050	6005	1010
	7361	04/02/24 Prop 68 Signs	399.65			10 5030	6005	1010
748		1064 Sir Speedy	143.32					
		Step and Repeat Backdrop						
	105348	04/01/24 Step and Repeat Backdrop	143.32			10 5010	5016	1010
749		96 SITE ONE LANDSCAPE SUPPLY LLC	735.65					
		Sand Rush Pk						
	139254213-	03/27/24 Sand Rush Pk	735.65			10 5010	5032	1010
750		22 WEST COAST ARBORISTS, INC.	4,404.40					
		Tree Maint						
	212131	02/29/24 Tree Planting	2,129.60			10 5080	6015	1010
	212134	03/15/24 Tree Maint	2,032.80			10 5080	5656	1010
	212135	03/15/24 Planting	242.00			10 5080	6015	1010
		# of Claims	18	Total:				26,107.21

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
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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
751	999999	GATE CLUB C/O SHELLY ACKER	200.00					
		Deposit Refund						
	04/11/24	Deposit Refund	200.00			10 2220		1010
752	999999	NCL SOUTH COAST	250.00					
		Deposit - event 4/15/24						
	04/16/24	Deposit Refund 4/15/24 NCL Sou	250.00			10 2220		1010
753	575	ELITE SPECIAL EVENTS, INC.	420.00					
		12 Board Member Shirts						
	149 04/15/24	12 Board Member Shirts	420.00			10 5010	5045	1010
754	212	JONES & MAYER	3,575.50					
		March						
	121998 03/31/24	March	3,575.50			10 5010	5610	1010
755	910	PETE'S PLUMBING	172.50					
		Roof Drain 4/3						
	143916 04/03/24	Roof Drain 4/3	172.50			10 5010	5032	1010
756	594	PRINT MASTERS	60.09					
		Mulch banner						
	70284 04/12/24	Mulch banner	60.09			10 5010	5045	1010
757	970	RIVERA PAINTING PLUS	4,950.00					
		Paint Playground Equip Rossmoor Park						
	975 04/15/24	Paint Playground Equip Rossmoo	4,950.00			10 5010	5032	1010
758	899	SCA OF CA, LLC	6,538.14					
		April Street Sweeping						
	1350665P 04/01/24	April Street Sweeping	6,538.14			10 5070	5642	1010
759	309	TRIPEPI SMITH	897.76					
		March Meeting video						
	12077 03/31/24	March Meeting Video	897.76			10 5010	5007	1010
760	994	VALLEY ALARM	126.00					
		5/1 to 7/31 Rush Park						
	1166610 04/03/24	Rush Alarm 5/1 to 7/31	126.00			10 5050	5034	1010

04/17/24
14:34:11

ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Approval List
For the Accounting Period: 4/24

Page: 2 of 2
Report ID: AP100

* ... Over spent expenditure

Claim	Check	Vendor #/Name/ Invoice #/Inv Date/Description	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
761		1048 Vital Records Control	161.29					
	4164526LAX	03/31/24	161.29			10 5010	5045	1010
		# of Claims	11	Total:				17,351.28

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-1

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza
Accounting Consultant Mike Matsumoto

Subject: PUBLIC HEARING - FISCAL YEAR 2024-2025 PROPOSED FINAL BUDGET
FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors:

1. Open the public hearing for the Fiscal Year 2024-2025 Proposed Final Budget;
2. Receive the FY 2024-2025 Proposed Final Budget presentation from the General Manager and Accounting Consultant;
3. Take public testimony;
4. Close the public hearing
5. Deliberate; and
6. Approve the Fiscal Year 2024-2025 Proposed Final Budget for final review at the next public hearing June 11, 2024.
7. Discuss amending the Deferred Compensation Policy to address the parameters of employer matching and employee vesting.

BACKGROUND

On March 21, 2024, the Budget Committee met to review the RCSD FY 2023-2024 Estimate to Close and the FY 2024-2025 Preliminary Budget. The General Manager and Accounting Consultant presented the preliminary budget and answered questions the Committee had about the budget document. After discussion, the Budget Committee recommended that the preliminary budget be presented to the RCSD Board with a 3% cost of living adjustment at the April 9, 2024 Board of Directors meeting.

The Fiscal Year 2024-2025 Preliminary Budget was presented to the RCSD Board of Directors at the April 9, 2024 regular Board meeting. The RCSD Board of Directors reviewed the FY 2023-2024 Estimate to Close and the FY 2024-2025 Preliminary Budget and is scheduled to pass Resolution No. 24-05-14-01: A Resolution of the Board of Directors of Rossmoor Community Services District approving and adopting the annual appropriations limit for fiscal year 2024-2025.

The Board approved a 3% cost of living adjustment. The Board also approved an amendment to the existing Deferred Compensation Plan. The amendment would offer full time employees up to a 3% employer match. As part of the budget planning process, the Board will conduct an annual audit of the plan and would have the ability to suspend the matching portion of the plan at their discretion. Suspending the match would not interrupt employee participation in the plan. Newly hired full time employees will be eligible for plan enrollment immediately. Employer matching would begin following a successful 90-day probation period. The plan will also have a one-year vesting period.

INFORMATION

The General Manager and Accounting Consultant have thoroughly reviewed the FY 2023-2024 Estimate to Close and the FY 2024-2025 Preliminary Budget. There have been no changes subsequent to the review of the Budget Committee on March 21, 2024.

The Final 2023-2024 amounts will be known when the District's Annual Audit is completed, at which time it will be presented to the Audit Committee and the RCSD Board of Directors at a future meeting.

The Estimate to Close Budget is considered sufficiently accurate for adoption of the FY 2024-2025 Final Budget. Upon the RCSD Board's approval of the FY 2024- 2025 Proposed Final Budget, the Board will be asked to adopt the Annual Budget Revenues and Expenditures Total Amounts by resolution.

Therefore, the FY 2024-2025 Proposed Final Budget was prepared using this direction and is presented for consideration at the June 11, 2024 Board of Directors meeting.

ATTACHMENTS

1. FY 2024-2025 Proposed Final Budget
2. Notice of Public Hearing
3. Policy No. 3020 Budget Preparation
4. First Reading of Amendment to Policy No. 2160 Deferred Compensation

**Rossmoor Community Services District
Proposed Budget
Summary
For the Fiscal Year 2024-2025**

	2023-2024			2024-2025	
	FY 22-23 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close	Proposed Budget
Revenues:					
Property taxes	\$ 1,244,715	\$ 1,333,100	\$ 1,333,100	\$ 1,294,400	\$ 1,339,800
Street light assessments	435,119	404,300	404,300	452,500	468,300
Interest on investments	7,514	30,000	30,000	30,000	30,000
From Other Governmental Agencies (*)	158,222	136,000	136,000	123,900	140,000
Permit and Rental Fees	193,870	214,300	187,300	187,300	187,300
Miscellaneous	49,494	35,000	35,000	35,000	35,000
Total Revenues	2,088,934	2,152,700	2,125,700	2,123,100	2,200,400
Expenditures:					
Administrative	992,215	1,224,390	1,233,260	1,233,210	1,308,380
Recreation	79,584	63,000	63,000	63,000	68,650
Rossmoor Park	169,181	209,250	220,645	180,650	198,290
Montecito Center	31,909	13,450	13,450	13,450	13,910
Rush Park	154,078	193,070	193,070	203,070	132,400
Street Lighting	110,641	113,100	113,100	115,000	120,800
Street Sweeping	75,269	83,100	83,100	86,000	81,360
Parkway Tree	171,028	189,010	189,010	189,010	194,650
Mini-Parks and Median	13,098	15,190	15,190	15,190	15,700
Total Expenditures	1,797,003	2,103,560	2,123,825	2,098,580	2,134,140
Changes in Fund Balance	291,931	49,140	1,875	24,520	\$ 66,260
Fund Balance:					
Beginning of Period	1,417,511	1,709,442	1,709,442	1,709,442	
End of Period	\$ 1,709,442	\$ 1,758,582	\$ 1,711,317	\$ 1,733,962	
(*) From Other Governmental Agencies					
Prop 68 Grant	79,766	56,000	56,000	44,000	60,000
County Street Sweeping	78,456	80,000	80,000	79,900	80,000
Total From Other Governmental Agencies	158,222	136,000	136,000	123,900	140,000

Total revenue budgeted includes a 3.5% increase in property tax and street light assessments.

Expenditures for Prop 68 are coded in 10-5030-6005 and 10-5050-6005, and is budgeted \$60,000 for FY2024-2025.

**Rossmoor Community Services District
Proposed Budget
Revenues
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Property Taxes						
10-3001	Current secured property tax	\$ 1,130,774	\$ 1,242,000	\$ 1,242,000	\$ 1,176,000	\$ 1,217,200
10-3002	Current unsecured property tax	33,487	36,900	36,900	34,800	36,000
10-3003	Prior secured property tax	6,992	15,200	15,200	7,300	7,600
10-3004	Prior unsecured property tax	692	3,300	3,300	700	700
10-3005	Delinquent property taxes	2,343	1,100	1,100	2,400	2,500
10-3006	Current supplemental assessment	38,164	19,600	19,600	39,700	41,100
10-3007	Prior supplemental assessment	8,215	-	-	8,500	8,800
10-3008	Public utility	18,978	10,900	10,900	19,700	20,400
10-3009	State-Homeowners Prop. Tax Relief	5,070	4,100	4,100	5,300	5,500
Total property taxes		1,244,715	1,333,100	1,333,100	1,294,400	1,339,800
Street Light Assessment						
10-3101	Street light assessment	435,119	404,300	404,300	452,500	468,300
Interest on investments						
10-3201	Interest	7,514	30,000	30,000	30,000	30,000
From Other Governmental Agencies						
10-3301	Prop 68 Grant Funding*	79,766	56,000	56,000	44,000	60,000
10-3302	Senior Meal Gap Program	-	-	-	-	-
10-3303	FEMA Grant - COVID 19	-	-	-	-	-
10-3304	County-Street Sweep Reimbursement *	78,456	80,000	80,000	79,900	80,000
Total other governmental agencies		158,222	136,000	136,000	123,900	140,000
Permit and Rental Fees						
10-3401	Tennis Court Reservations	18,025	41,000	21,000	21,000	21,000
10-3402	Tennis Instructor Private Lessons	25,053	38,000	16,000	16,000	16,000
10-3403	Basketball Court Reservations	632	-	-	-	-
10-3404	Sand Volleyball Court Reservations	-	-	-	-	-
10-3405	Rossmoor Park Ball Field Reservations	15,439	12,500	12,500	12,500	12,500
10-3406	Rush Park Ball Field Reservations	7,024	12,500	12,500	12,500	12,500
10-3407	Pickleball Court Reservations	-	-	12,000	12,000	12,000
10-3408	Pickleball Instructor Private Lessons	-	-	3,000	3,000	3,000
10-3411	Signature Wall Banner Rental	380	300	300	300	300
10-3421	Tree Trim Permit	2,516	5,000	5,000	5,000	5,000
10-3422	Tree Violation Fines	600	-	-	-	-
10-3431	Rossmoor Building Rental	5,410	2,500	2,500	2,500	2,500
10-3432	Rossmoor Park Picnic Site	3,061	2,500	2,500	2,500	2,500
10-3433	Rossmoor Park Horseshoe Rentals	-	-	-	-	-
10-3441	Montecito Building Rental	30,447	25,000	25,000	25,000	25,000
10-3451	Rush Building Rental	75,705	67,000	67,000	67,000	67,000
10-3452	Rush Park Picnic Site	8,959	7,000	7,000	7,000	7,000
10-3453	Rush Park Kitchen	619	1,000	1,000	1,000	1,000
Total permit and rental fees		193,870	214,300	187,300	187,300	187,300
Miscellaneous Revenues						
10-3501	Miscellaneous	15,716	10,000	10,000	10,000	10,000
10-3502	Sponsorship	33,778	25,000	25,000	25,000	25,000
Total miscellaneous revenues		49,494	35,000	35,000	35,000	35,000
Total revenues		\$ 2,088,934	\$ 2,152,700	\$ 2,125,700	\$ 2,123,100	\$ 2,200,400

Definition

Prop 68 grant of \$104,000 is for CIP – 1) Rush Park Aud Carpet (in #5050) in 23/24 and 2) Rossmoor Park Picnic Shelters (in #5030) in 24/25 (unsure if the Picnic Shelters can be completed during 23-24).

* This budget includes Street Sweeping costs in excess of the County Reimbursement.

**Rossmoor Community Services District
Proposed Budget
Department 10 - Administrative Services
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Salaries and Benefits						
10-5010-4000	Board of Directors' Compensation	\$ 8,450	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000
10-5010-4002	Part-time	53,556	82,100	82,100	82,100	82,900
10-5010-4003	Overtime	10,654	10,500	12,000	12,000	12,360
10-5010-4005	Event Attendant	-	-	-	-	-
10-5010-4006	Salaries - Administrative	214,231	255,800	257,500	257,500	262,600
10-5010-4008	Salaries - Parks and Recreation	161,571	166,100	167,500	167,500	175,300
10-5010-4009	Salaries - Tree	55,332	59,700	59,700	59,700	61,400
10-5010-4007	Mileage Reimbursement	1,952	2,100	2,100	2,100	2,160
10-5010-4010	Workers' Compensation Insurance	68,755	15,000	15,000	12,000	11,500
10-5010-4011	Medical Insurance	75,705	84,000	84,000	87,400	99,780
10-5010-4015	Payroll Taxes	43,543	56,390	56,390	56,390	58,080
10-5010-40XX	Deferred Compensation Match - NEW	-	-	-	-	10,900
Total salaries and benefits		693,749	742,690	747,290	747,690	787,980
Operations and Maintenances						
10-5010-5002	Insurance - Liability	2,174	41,000	41,000	41,000	48,700
10-5010-5004	Membership & Dues	8,928	9,980	10,500	10,500	10,820
10-5010-5006	Travel & Meetings	2,078	2,630	2,630	2,630	2,710
10-5010-5007	Televised Meeting Costs	15,905	23,100	23,100	23,100	23,790
10-5010-5008	Gasoline	3,283	5,250	5,250	5,250	5,410
10-5010-5010	Publications & Legal Notice	8,227	7,880	7,880	7,880	8,120
10-5010-5012	Printing	4,373	4,200	4,200	4,200	4,330
10-5010-5014	Postage	530	2,100	2,100	2,100	2,160
10-5010-5016	Office & Meeting Supplies	15,579	15,750	15,750	15,750	16,220
10-5010-5018	Janitorial Supplies	-	20,790	20,790	20,790	21,410
10-5010-5020	Telephone	12,197	10,500	10,500	10,500	10,820
10-5010-5021	Computer/Email/Server Costs	6,529	5,250	9,000	9,000	9,270
10-5010-5030	Vehicle Maintenance	4,739	10,500	10,500	10,500	10,820
10-5010-5032	Buildings & Grounds-Maintenance	-	85,050	85,050	85,050	87,600
10-5010-5045	Miscellaneous Expenditures	21,915	21,000	21,000	21,000	21,630
10-5010-5046	Bank Service Charges	2,953	4,200	4,200	4,200	4,330
10-5010-5050	Elections	12,802	-	-	-	13,820
Total operations and maintenance		122,212	269,180	273,450	273,450	301,960
Contract Services						
10-5010-5610	Legal Services	32,493	65,520	65,520	65,520	67,490
10-5010-5615	Financial Audit - Consulting	18,750	19,950	19,950	19,950	20,550
10-5010-5620	Outsourced Financial Consultant	68,969	72,450	72,450	72,000	74,160
10-5010-5670	Other Professional Services	46,518	42,000	42,000	42,000	43,260
Total Contract Services		166,730	199,920	199,920	199,470	205,460
Capital Expenditures						
10-5010-6010	Equipment	1,821	2,100	2,100	2,100	2,160
10-5010-6025	Software	7,703	10,500	10,500	10,500	10,820
Total Capital Expenditures		9,524	12,600	12,600	12,600	12,980
Total Expenditures		\$ 992,215	\$ 1,224,390	\$ 1,233,260	\$ 1,233,210	\$ 1,308,380

* assuming 3% increase on Salaries

**Rossmoor Community Services District
Proposed Budget
Department 20 - Recreation
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5020-5017	Community Events	\$ 79,584	\$ 63,000	\$ 63,000	\$ 63,000	\$ 68,650
Total operations and maintenance		<u>79,584</u>	<u>63,000</u>	<u>63,000</u>	<u>63,000</u>	<u>68,650</u>
Total Expenditures		<u>\$ 79,584</u>	<u>\$ 63,000</u>	<u>\$ 63,000</u>	<u>\$ 63,000</u>	<u>\$ 68,650</u>

**Rossmoor Community Services District
Proposed Budget
Department 30 - Rossmoor Park
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5030-5018	Janitorial Supplies	\$ 5,164	\$ -	\$ -	\$ -	\$ -
10-5030-5022	Utilities	12,418	13,130	13,130	13,130	13,520
10-5030-5023	Water	38,973	63,000	63,000	63,000	64,890
10-5030-5025	Secured Property Tax	1,059	1,260	1,260	1,260	1,300
10-5030-5030	Vehicle Maintenance	855	-	-	-	-
10-5030-5032	Buildings & Grounds-Maintenance	30,843	-	-	-	-
10-5030-5034	Alarm Systems/Security	492	1,050	1,050	1,050	1,080
10-5030-5045	Miscellaneous Expenditures	5,110	4,730	4,730	4,730	4,870
10-5030-5051	Equipment Rental	4,853	530	530	530	550
10-5030-5032	Minor Facility Repairs/Tools	935	1,050	1,050	1,050	1,080
Total operations and maintenance		100,702	84,750	84,750	84,750	87,290
Contract Services						
10-5030-5655	Landscape Maintenance/Janitorial Services	32,038	34,500	34,500	34,500	36,000
Total Contract Services		32,038	34,500	34,500	34,500	36,000
Capital Expenditures						
10-5030-6005	Buildings and improvements	36,441	90,000	101,395	61,400	75,000
Total Capital Expenditures		36,441	90,000	101,395	61,400	75,000
Total Expenditures		\$ 169,181	\$ 209,250	\$ 220,645	\$ 180,650	\$ 198,290
Capital expenditures breakdown:						
	Picnic Shelter - Rossmoor Park (Grant) (1)		40,000	40,000	-	75,000
	Resurface basketball and tennis courts		50,000	61,395	61,400	-
			90,000	101,395	61,400	75,000

(1) For the Rossmoor Picnic Shelters, the project is rebudgeted in 24/25 for the full remaining Prop 68 Grant. If the project is done in 23/24, the budget in 24/25 will be reduced or eliminated for 23/24 expenditures.

* Brightview Landscape Services / Landcare
April 1, 2023 - March 31, 2024: \$ 5,312.33 /month
April 1, 2024 - March 31, 2025: \$ 6,665 /month

Allocation:
45.0% Rossmoor Park
45.0% Rush Park
5.0% Montecito Center
5.0% Mini-Parks

**Rossmoor Community Services District
Proposed Budget
Department 40 - Montecito Center
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5040-5018	Janitorial Supplies	\$ 6,596	\$ -	\$ -	\$ -	\$ -
10-5040-5022	Utilities	2,232	2,100	2,100	2,100	2,160
10-5040-5023	Water	3,262	4,730	4,730	4,730	4,870
10-5040-5025	Secured Property Tax	889	1,050	1,050	1,050	1,080
10-5040-5030	Vehicle Maintenance	749	-	-	-	-
10-5040-5032	Bulldings & Grounds-Maintenance	10,614	-	-	-	-
10-5040-5034	Alarm Systems/Security	645	680	680	680	700
10-5040-5045	Miscellaneous Expenditures	496	530	530	530	550
10-5040-5052	Minor Facility Repairs/Tools	-	530	530	530	550
Total operations and maintenance		25,483	9,620	9,620	9,620	9,910
Contract Services						
10-5040-5655	Landscape Maintenance/Janitorial Services	6,426	3,830	3,830	3,830	4,000
Total Contract Services		6,426	3,830	3,830	3,830	4,000
Total Expenditures		\$ 31,909	\$ 13,450	\$ 13,450	\$ 13,450	\$ 13,910

* Brightview Landscape Services / Landcare
April 1, 2023 - March 31, 2024: \$ 5,312.33 /month
April 1, 2024 - March 31, 2025: \$ 6,665 /month

Allocation:
45.0% Rossmoor Park
45.0% Rush Park
5.0% Montecito Center
5.0% Mini-Parks

**Rossmoor Community Services District
Proposed Budget
Department 50 - Rush Park
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5050-5018	Janitorial Supplies	\$ 6,396	\$ -	\$ -	\$ -	\$ -
10-5050-5022	Utilities	30,305	33,180	33,180	33,180	34,180
10-5050-5023	Water	28,990	52,500	52,500	52,500	54,080
10-5050-5025	Secured Property Tax	4,053	4,410	4,410	4,410	4,540
10-5050-5030	Vehicle Maintenance	1,601	-	-	-	-
10-5050-5032	Buildings & Grounds-Maintenance	39,317	-	-	-	-
10-5050-5034	Alarm Systems/Security	492	840	840	840	870
10-5050-5045	Miscellaneous Expenditures	994	530	530	530	550
10-5050-5051	Equipment Rental	-	1,580	1,580	1,580	1,630
10-5050-5052	Minor Facility Repairs/Tools	-	530	530	530	550
Total operations and maintenance		112,148	93,570	93,570	93,570	96,400
Contract Services						
10-50-5655	Landscape Maintenance/Janitorial Services	29,563	34,500	34,500	34,500	36,000
Total Contract Services		29,563	34,500	34,500	34,500	36,000
Capital Expenditures						
10-50-6005	Building and Improvements	6,127	65,000	65,000	75,000	-
10-50-6010	Equipment	7,240	-	-	-	-
Total Capital Expenditures		12,367	65,000	65,000	75,000	-
Total Expenditures		\$ 154,078	\$ 193,070	\$ 193,070	\$ 203,070	\$ 132,400

Capital expenditures breakdown:

Flooring for the Auditorium (Grant)	30,000	30,000	55,000	-
Rush Park Auditorium roof repair	35,000	35,000	20,000	-
	65,000	65,000	75,000	-

* Brightview Landscape Services / Landcare
April 1, 2023 - March 31, 2024: \$ 5,312.33 /month
April 1, 2024 - March 31, 2025: \$ 6,665 /month

Allocation:

45.0%	Rossmoor Park
45.0%	Rush Park
5.0%	Montecito Center
5.0%	Mini-Parks

**Rossmoor Community Services District
Proposed Budget
Department 60 -Street Lighting
For the Fiscal Year 2024-2025**

		2023-2024					2024-2025
Black Mountain	Description	FY 22-23 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close	Proposed Budget	
Contract Services							
10-5060-5650	Street Lighting and Maintenance	\$ 110,641	\$ 113,100	\$ 113,100	\$ 115,000	\$ 120,800	
Total Contract Services		<u>110,641</u>	<u>113,100</u>	<u>113,100</u>	<u>115,000</u>	<u>120,800</u>	
Total Expenditures		<u>\$ 110,641</u>	<u>\$ 113,100</u>	<u>\$ 113,100</u>	<u>\$ 115,000</u>	<u>\$ 120,800</u>	

**Rossmoor Community Services District
Proposed Budget
Department 70 - Street Sweeping
For the Fiscal Year 2024-2025**

		2023-2024					2024-2025
Black Mountain	Description	FY 22-23 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close	Proposed Budget	
Contract Services							
10-5070-5642	Street Sweeping	\$ 75,269	\$ 83,100	\$ 83,100	\$ 86,000	\$ 81,360	
Total Contract Services		<u>75,269</u>	<u>83,100</u>	<u>83,100</u>	<u>86,000</u>	<u>81,360</u>	
Total expenditures		<u>\$ 75,269</u>	<u>\$ 83,100</u>	<u>\$ 83,100</u>	<u>\$ 86,000</u>	<u>\$ 81,360</u>	

**Rossmoor Community Services District
Proposed Budget
Department 80 - Parkway Tree
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5080-5017	Community Events	\$ 1,300	\$ 1,580	\$ 1,580	\$ 1,580	\$ 1,630
Total operations and maintenance		<u>1,300</u>	<u>1,580</u>	<u>1,580</u>	<u>1,580</u>	<u>1,630</u>
Contract Services						
10-5080-5656	Tree Trimming	125,989	137,030	137,030	137,030	141,110
10-5080-5660	Tree Removal	4,414	3,150	3,150	3,150	3,240
Total Contract Services		<u>130,403</u>	<u>140,180</u>	<u>140,180</u>	<u>140,180</u>	<u>144,350</u>
Capital Expenditures						
10-5080-6015	Trees	39,325	47,250	47,250	47,250	48,670
Total capital expenditures		<u>39,325</u>	<u>47,250</u>	<u>47,250</u>	<u>47,250</u>	<u>48,670</u>
Total expenditures		<u>\$ 171,028</u>	<u>\$ 189,010</u>	<u>\$ 189,010</u>	<u>\$ 189,010</u>	<u>\$ 194,650</u>

**Rossmoor Community Services District
Proposed Budget
Department 90 - Mini-Parks and Medians
For the Fiscal Year 2024-2025**

Black Mountain	Description	FY 22-23 Actual	2023-2024		12-Month Projected Estimates to Close	2024-2025 Proposed Budget
			Original Budget	Amended Budget		
Operations and Maintenances						
10-5090-5022	Utilities	\$ 249	\$ 530	\$ 530	\$ 530	\$ 550
10-5090-5023	Water	8,885	10,500	10,500	10,500	10,820
10-5090-5032	Buildings & Grounds-Maintenance	1,147	-	-	-	-
10-5090-5045	Miscellaneous Expenditures	-	110	110	110	110
10-5090-5051	Equipment Rental	-	110	110	110	110
10-5090-5052	Minor Facility Repairs/Tools	-	110	110	110	110
Total operations and maintenance		10,281	11,360	11,360	11,360	11,700
Contract Services						
10-5090-5655	Landscape Maintenance/Janitorial Services	2,762	3,830	3,830	3,830	4,000
Total Contract Services		2,762	3,830	3,830	3,830	4,000
Capital Expenditures						
10-5090-6005	Building and Improvements	55	-	-	-	-
Total capital expenditures		55	-	-	-	-
Total expenditures		\$ 13,098	\$ 15,190	\$ 15,190	\$ 15,190	\$ 15,700

* Brightview Landscape Services / Landcare
 April 1, 2023 - March 31, 2024: \$ 5,312.33 /month
 April 1, 2024 - March 31, 2025: \$ 6,665 /month

Allocation:
 45.0% Rosemoor Park
 45.0% Rush Park
 5.0% Montecito Center
 5.0% Mini-Parks

**Rossmoor Community Services District
Employee Salary Plan - 3% increase
For the Fiscal Year 2024-2025**

SALARY PLAN FY 2024-2025							
Position	2023-2024 Current Salary		Revised Salaries		2024-2025 Recommended Salary		
	Annually	Hourly	Midpoint	Hourly Increase	Annually	Hourly Increase	Hourly
General Manager	\$ 92,500.00	n/a	\$ 92,500.00	n/a	\$ 92,500.00	n/a	n/a
Administrative Assistant	\$ 69,272.00	\$ 33.30	\$ 71,350.16	\$ 1.00	\$ 71,350.16	\$ 1.00	\$ 34.30
General Clerk	\$ 53,084.28	\$ 25.52	\$ 54,676.81	\$ 0.77	\$ 54,676.81	\$ 0.77	\$ 26.29
*Office Assistant	\$ 20,352.80	\$ 20.60	\$ 20,963.38	\$ 0.62	\$ 20,963.38	\$ 0.62	\$ 21.22
*Account Clerk	\$ 22,388.08	\$ 22.66	\$ 23,059.72	\$ 0.68	\$ 23,059.72	\$ 0.68	\$ 23.34
Park Superintendent	\$ 66,902.19	\$ 32.16	\$ 68,909.26	\$ 0.96	\$ 68,909.26	\$ 0.96	\$ 33.13
Recreation Superintendent	\$ 61,035.44	\$ 29.34	\$ 62,866.50	\$ 0.88	\$ 62,866.50	\$ 0.88	\$ 30.22
District Arborist	\$ 59,644.42	\$ 28.68	\$ 61,433.75	\$ 0.86	\$ 61,433.75	\$ 0.86	\$ 29.54
Maintenance/Rec Assistant	\$ 42,265.60	\$ 20.32	\$ 43,533.57	\$ 0.61	\$ 43,533.57	\$ 0.61	\$ 20.93
**Maintenance/Rec Assistant	\$ 27,632.14	\$ 18.32	\$ 28,461.10	\$ 0.55	\$ 28,461.10	\$ 0.55	\$ 18.87
*Maintenance/Rec Assistant	\$ 18,107.99	\$ 18.33	\$ 18,651.23	\$ 0.55	\$ 18,651.23	\$ 0.55	\$ 18.88
*Maintenance/Rec Assistant	\$ 17,422.00	\$ 17.63	\$ 17,944.66	\$ 0.53	\$ 17,944.66	\$ 0.53	\$ 18.16
*Maintenance/Rec Assistant	\$ 17,299.88	\$ 17.51	\$ 17,818.88	\$ 0.53	\$ 17,818.88	\$ 0.53	\$ 18.04
Event/Facility Attendant	n/a	\$ 16.50		\$ -			\$ 16.50

* 1/2 Time 19 hrs. per week/988 hrs. per year

** Part-Time 29 hrs. per week/1,508 hrs. per year

Totals	\$ 567,906.82		\$ 582,169.02	Difference	\$ 14,262.20
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**NOTICE OF PREPARATION OF FINAL BUDGET OF
THE ROSSMOOR COMMUNITY SERVICES
DISTRICT FOR FISCAL YEAR 2024-2025
AND PUBLIC HEARING THEREON**

NOTICE IS HEREBY GIVEN that the Board of Directors of the Rossmoor Community Services District has reviewed a preliminary budget as of April 9, 2024, for fiscal year 2024-2025, and the General Manager of the District has prepared a proposed Final Budget for fiscal year 2024-2025. The proposed Final Budget is available for inspection at the District office between the hours of 9:00 A.M. and 5:00 P.M., Monday through Friday and will also be available on the District's website at <https://www.rossmoor-csd.org> starting on April 15, 2024. The District office is located at 3001 Blume Drive, Rossmoor CA 90720.

NOTICE IS ALSO GIVEN that the Board of Directors of the District will conduct a public hearing on the proposed Final Budget on May 14, 2024, commencing at 7:00 P.M., at the District Auditorium, 3021 Blume Drive, Rossmoor CA 90720. Any person may appear at the time of the hearing and be heard regarding the proposed Final Budget. Following the hearing, the Board of Directors may adopt the proposed Final Budget as the District's Final Budget for the fiscal year 2024-2025.

Joe Mendoza
Board Secretary

April 15, 2024
Date

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

Policy

No. 2160

DEFERRED COMPENSATION

- 2160.10** Federal Legislated Plan: The District has determined that a Deferred Compensation Plan should be made available to all eligible District employees, elected officials, and independent contractors pursuant to Federal legislation permitting such Plans.
- 2160.20** Potential Benefits: Tax benefits may accrue to deferred compensation plan participants. It is the intent of this policy that such benefits will act as incentives to District employees to voluntarily set aside and invest portions of their current income to meet their future financial requirements and supplement their Social Security at no cost to the District.
- 2160.30** U.S. Conference of Mayors: The Conference of Mayors has established a master prototype deferred compensation program for political subdivisions. The U.S. Conference of Mayors, as Plan Administrator, has agreed to hold harmless and indemnify the District, its appointed and elected officers and participating employees from any loss resulting from the U.S. Conference of Mayors or its Agent's failure to perform its duties and services pursuant to the US. Conference of Mayors Program.
- 2160.40** Adoption of Deferred Compensation Plan: The Rossmoor Community Services District Board of Directors hereby adopts the U.S. Conference of Mayors Deferred Compensation Program and its attendant investment options and establishes the Rossmoor Community Services District Deferred Compensation Plan for the voluntary participation of all eligible District employees, elected officials and independent contractors. The Board of Directors may determine, in its discretion and pursuant to applicable legal requirements, to revise, alter, or change the Deferred Compensation Plan which will be made available to eligible individuals and said determination may result in changing from the U.S. Conference of Mayors Deferred Compensation Program to a different program or plan.
- 2160.41** Deferred Matching Program: *The employer matching program offers full time employees up to a 3% employer match. Newly hired full time employees are eligible for plan enrollment immediately. Following a successful 90-day probationary period, eligible employees enrolled in the deferred compensation plan will begin receiving up to a 3% employer match. The matching portion of the deferred compensation plan has a one-year vesting period. As part of the budget planning process, the Board will conduct an annual audit of the plan and maintain the ability to suspend the matching portion of the plan at their discretion. Suspending the match would not interrupt employee participation in the plan.*
- 2160.50** District Administrator: The General Manager is authorized to execute for the District individual participation agreements with each employee, elected official and independent contractor requesting participation. The General Manager is designated "Administrator" of the applicable Plan representing the District and authorized to execute such agreements and contracts as are necessary to implement the Program.
- 2160.60** District Cost: It is implicitly understood that other than incidental expenses of collecting and disbursing the employee's deferrals and other minor administrative matters, there is to be no cost to the District for the Program.

Source: RCSD Resolution 94-3

Proposed Amendment 1st reading: November 9, 2004Proposed Amendment 2nd reading and final adoption: January 11, 2005Proposed Amendment 1st reading: May 14, 2024

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: RESOLUTION NO. 24-05-14-01: A RESOLUTION OF THE BOARD OF DIRECTORS OF ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-2025

BACKGROUND:

Article XIII B of the State Constitution requires that the District Board of Directors establish the Fiscal Year appropriations limit and selecting population and inflation factors. The 2024-2025 Fiscal Year appropriations limitation shall be \$2,825,020.

RECOMMENDATION:

Approve by roll call vote, Resolution No. 24-05-14-01 by reading the title only and waiving further reading as follows:

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25.

ATTACHMENTS:

1. Resolution No. 24-05-14-01 and Exhibit A.
2. April 2024 Letter from Director of the California Department of Finance Attachments A and B.

RESOLUTION NO. 2024-05-14-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2024-25

WHEREAS, on November 6, 1979, the voters of California added Article XIII B to the State Constitution placing limitations on the appropriations of state and local governments; and

WHEREAS, Article XIII B was amended by voters in November 1990 through the passage of Proposition 111 which established Fiscal Year 1986-87 as the base year for establishing the appropriations limit; and

WHEREAS, Article XIII B now requires the Rossmoor Community Services District to select population and inflation factors for determining the appropriations limit.

NOW, THEREFORE, the Board of Directors of the Rossmoor Community Services District does hereby resolve as follows:

SECTION 1. The Fiscal Year 2024-25 appropriations limitation shall be \$2,825,020, as calculated on Exhibit A, attached hereto.

SECTION 2. The inflation factor being utilized to determine the Fiscal Year 2024-25 appropriations limit is the percentage change in California per capita personal income, as shown on Exhibit A, attached hereto.

SECTION 3. The population factor being utilized to calculate the Fiscal Year 2024-25 appropriations limit is the County population growth, as shown on Exhibit A, attached hereto.

SECTION 4. The District reserves the right to change or revise the growth factors associated with the calculation of the appropriations limit if such changes or revisions would result in a more advantageous appropriations limit in the present or future.

PASSED AND ADOPTED this 14th day of May 2024.

Ayes:
Noes:
Abstain:
Absent:

Board of Directors
Rossmoor Community Services District

Michael Maynard, President

ATTEST:

Joe Mendoza, Secretary
Rossmoor Community Services District

**Rossmoor Community Services District
 APPROPRIATIONS LIMIT
 FISCAL YEAR 2024-25**

Appropriations Limit Calculation

Appropriations Limit Fiscal Year 2023-24	\$	2,717,901
Adjustment Factor for Fiscal Year 2024-25	x	1.0394
		2,825,020
Appropriations Limit Fiscal Year 2024-25	\$	2,825,020

FY 2024-25 Appropriations Subject to Limit and Appropriation Margin:

Proceeds of Taxes	\$	1,838,100
Less Exclusions, Qualified Capital Outlay		-
		1,838,100
FY 2024-25 Appropriations Subject to Limit		1,838,100
FY 2024-25 Appropriations Limit		2,825,020
FY 2024-25 Appropriations Under Limit	\$	986,920

Calculation of Adjustment Factor for Fiscal Year 2024-25

Per Capita Personal Income Change = 3.62%*		1.0362
Population Change (County) = .31%*	x	1.0031
		1.0394
Adjustment Factor for Fiscal Year 2024-25		1.0394

**Data from the State DOF (see letter April 2024). Per capita personal income change % is the "price factor." The law then allows either the population change percent of the District or the County to be used, whichever is higher. For FY 2024-25, the County of Orange population change was used.*



Gavin Newsom ■ Governor
1021 O Street, Suite 3110 ■ Sacramento CA 95814 ■ www.dof.ca.gov

April 30, 2024

Dear Fiscal Officer:

Price Factor and Population Information

Appropriations Limit

California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2024, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2024-25. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2024-25 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2024.** Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

/s Richard Gillihan

RICHARD GILLIHAN
Chief Operating Officer

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2024-25 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2024-25	3.62

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2024-25 appropriation limit.

2024-25:

Per Capita Cost of Living Change = 3.62 percent
 Population Change = 0.17 percent

Per Capita Cost of Living converted to a ratio: $\frac{3.62 + 100}{100} = 1.0362$

Population converted to a ratio: $\frac{0.17 + 100}{100} = 1.0017$

Calculation of factor for FY 2024-25: $1.0362 \times 1.0017 = 1.0379$

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2023 to January 1, 2024 and Total Population, January 1, 2024

County City	Percent Change	--- Population Minus Exclusions ---		Total Population
	23-24	1-1-23	1-1-24	1-1-24
Orange				
Aliso Viejo	-0.43	50,284	50,068	50,068
Anaheim	0.29	339,105	340,090	340,160
Brea	-0.34	47,886	47,725	47,725
Buena Park	0.07	82,632	82,689	82,689
Costa Mesa	-0.31	109,765	109,423	109,423
Cypress	0.11	49,291	49,345	49,345
Dana Point	-0.38	32,721	32,596	32,596
Fountain Valley	0.18	56,233	56,333	56,333
Fullerton	-0.32	140,756	140,311	140,311
Garden Grove	1.17	169,024	171,002	171,024
Huntington Beach	-0.30	193,078	192,503	192,503
Irvine	0.97	311,537	314,550	314,550
Laguna Beach	0.07	22,433	22,449	22,449
Laguna Hills	-0.42	30,442	30,315	30,315
Laguna Niguel	0.67	63,865	64,291	64,291
Laguna Woods	-0.43	17,222	17,148	17,148
La Habra	-0.21	61,028	60,901	60,901
Lake Forest	0.70	86,311	86,917	86,917
La Palma	-0.40	15,131	15,071	15,071
Los Alamitos	-0.19	11,970	11,947	11,947
Mission Viejo	0.09	91,221	91,304	91,304
Newport Beach	-0.35	82,707	82,419	82,419
Orange	-0.16	138,842	138,621	138,621
Placentia	0.08	52,182	52,226	52,226
Rancho Santa Margarita	-0.43	46,507	46,305	46,305
San Clemente	-0.29	62,481	62,297	62,297
San Juan Capistrano	1.05	34,627	34,992	34,992
Santa Ana	0.89	308,041	310,797	310,797
Seal Beach	-0.37	24,200	24,110	24,350
Stanton	3.55	38,914	40,297	40,297
Tustin	0.42	78,515	78,844	78,844
Villa Park	-0.19	5,716	5,705	5,705
Westminster	0.10	89,400	89,490	89,490
Yorba Linda	-0.27	66,268	66,087	66,087
Unincorporated	0.72	130,381	131,325	131,335
County Total	0.31	3,140,716	3,150,493	3,150,835

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: FEE WAIVER REQUEST: MEET YOUR CANDIDATES NIGHT TOWN HALL
PRESENTED BY THE ROSSMOOR HOMEOWNERS ASSOCIATION

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors receive the report and make a determination regarding whether or not to grant a fee waiver request for the Meet Your Candidates Night Town Hall that is scheduled to be presented by the Rossmoor Homeowners Association on September 26, 2024.

INFORMATION

On September 26, 2024, the Rossmoor Homeowners Association intends to present a Meet Your Candidates Night Town Hall at the Rush Park Auditorium. This is an in-person event. Candidates Congress, Senate, Assembly, Los Alamitos Unified School District, and the RCSD Board of Directors have been invited to participate in a question-and-answer forum moderated by RHA representatives. The program will be recorded and available on the RHA website to view.

This program has been provided in previous election years by the RHA. In 2022 the facility rental fee incurred by RHA was \$420. In addition, RHA paid for audiovisual technicians to provide the town hall to the community. The RHA paid the fees in September 2022 and returned to the Board in October 2022 requesting a fee waiver, which was granted.

The 2024 facility rental fee will be \$685 broken down as follows:

- Auditorium: \$60/hour for five hours = \$300
- Attendant: \$20/hour for five hours = \$100
- \$20 Processing fee
- \$15 Projection Screen fee
- \$250 Deposit

This is a worthwhile opportunity for Rossmoor residents and the surrounding communities to meet candidates and potential representatives.

The RCSD Policy No. 6021 and Policy No. 6015 outline guidelines, fees and charges for non-profit use of facilities. General Counsel opined that waiving of fees could be construed as a gift of public funds and he will make himself available to discuss further.

ATTACHMENTS

1. Fee Waiver Request from RHA
2. Policy No. 6021 – Non Profit Use of District Property
3. Policy No. 6015 – Establishment of Fees and Charges for Use of District Property



April 19, 2024

Mr. Joe Mendoza
General Manager
Rossmoor CSD
3001 Blume Drive
Rossmoor, CA 90720

Joe

Thank you for providing the fee information for our 9/26 Candidates Night Forum reservation request.

Historically, the CSD Directors have found that our candidates forum is a benefit to the entire Rossmoor community, even stating at one time that the forum is "the most important thing the RHA does."

This is the only candidate forum that provides Rossmoor residents the opportunity to hear the candidates running for the Director seats for the Rossmoor Community Services District and it also allows local representative candidates including candidates for the Los Al Unified School District board, OC First District Supervisor, and State Assembly the opportunity to address Rossmoor's residents.

And, as we have requested and received in 2020 and 2022 a waiver of facility fees, we once again request that the CSD Board waive the facility fees for our 2024 Candidates Night Forum.

Formally, the RHA Board of Directors would like to have our request for a fee waiver for our planned Thursday, September 26 Candidates Night Forum placed on the CSD's May 14 Board of Director's Meeting agenda.

Thanks again for your assistance.

A handwritten signature in black ink that reads 'Art Remnet'. The signature is written in a cursive style with a large, looped initial 'A'.

Art Remnet,
President
Rossmoor Homeowners Association

Rossmoor Community Services District

Policy

No. 6021

NON PROFIT USE OF DISTRICT PROPERTY

6021.10 Non -profit Use Defined: Non-profit use shall be limited to organizations who qualify for non profit status for tax purposes and who request the non-profit use of District Property. The Non-profit classification is defined as an organization that was not established for the use of making a profit through the use of District property.

6021.20 Community Benefit Required: Non-profit use of District property shall be authorized only when the applicant is proposing a program or activity that is not fully provided by the District and is considered to be a benefit to the community.

6021.30 Term for Non-profit Use: The fixed period of time for a non-profit term use shall be for any period less than twelve calendar months. Use beyond this time period will require the filing of a new application and approval consistent with the original approval criteria. The term for Non-profit use for building and meetings rooms be governed by Policy No. 6020 District Facilities—Long-Term Use. The fixed period of time for use of the basketball court shall not exceed four calendar months.

6021.40 User Fees and Deposits: Non-profit organizations will be required to pay established permit fees and hourly rates as applicable. See Policy No. 6015 Establishment of Fees and Charges for the Use of District Property for the non-profit use of District facilities.

6021.50 Proof on Non-Profit Status: Persons or groups applying for non-profit-use of District buildings and/or fields or courts shall submit proof that they qualify for non-profit status pursuant to IRS Code Section 501(c) and provide a federal tax ID for User Permit. Groups may also be asked to submit participant rosters with identifying information as determined by the District.

Adopted: November 11, 2014

Adopted by Ordinance: 2014-07: November 11, 2014

ROSSMOOR COMMUNITY SERVICES DISTRICT

Policy

No. 6015

ESTABLISHMENT OF FEES AND CHARGES FOR USE OF DISTRICT PROPERTY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-3

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: DISCUSSION AND ACTION RE: AUTHORIZING THE GENERAL MANAGER TO ENTER INTO A CONTRACT EXTENSION WITH CITY OF BREA IT SOLUTIONS FOR CONTINUATION OF DISTRICT INTERNET TECHNOLOGY (IT) SERVICES.

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors authorize the General Manager to execute a renewed one-year Agreement with Brea IT Solutions (BreaIT) to maintain the District's computer system and equipment.

BACKGROUND

The Rossmoor Community Services District (RCSD) Personnel and Contract Administration Committee (Directors Maynard and DeMarco) met on February 29, 2024 and at the March 12, 2024 Board of Directors meeting, recommended that the Board of Directors authorize the General Manager, in consultation with General Counsel, to sign a three-year agreement with BreaIT Solutions (BreaIT) to maintain the District's computer system and equipment.

The City of BreaIT has since notified the Rossmoor Community Services District that they are not willing to enter into a multi-year contract at this time. They explain that while many of their revenues are coming in lower than expected they are experiencing increases in employee service costs and cybersecurity insurance rates and project that the pattern will continue for the next several years.

Effective July 1, 2024, there will be a rate increase of 5% which was previously approved by the Board at the March 12, 2024 Board Meeting.

Under the current terms of our IT service agreement, BreaIT Solutions (BreaIT) provides Rossmoor Community Services District (RCSD) with remote support at a flat monthly rate fee of \$1,905, (\$22,860 annually), which includes unlimited remote support plus (5) hours of dedicated on-site support per month as needed (during normal Brea work hours). Additional onsite hours, if

needed, are provided at an hourly rate of \$120.50. Unscheduled after hours and emergency support are provided at the emergency call out rate of \$130.50.

BreaIT is a full-service organization with a staff of 24 individuals whose breadth and depth of experience provides a valuable resource for whatever needs should arise. Moreover, their response rate for emergency service is superior.

ATTACHMENTS

1. Extension Letter of Request
2. Draft Sixth Amendment to Contract Service Agreement for Information Technology Support

April 16, 2024

Joe Mendoza,
General Manager
Rossmoor Community Services District
3021 Blume Drive
Rossmoor, CA 90720

Dear Joe,

The City of Brea appreciates the opportunity to serve as your trusted IT support services provider, we value the relationship we've built with your organization over the past years and we thank you for your patience regarding the multi-year contract inquiry. The City operates on a biennial budget, and while many of our revenues are coming in lower than expected, we are experiencing increases in our employee service costs and cybersecurity insurance rates, with these patterns projected to continue for the next several years. We are continuing to perform our due diligence to ensure our service structure is feasible and cost recovery is reasonable, and this is why we are not prepared to enter into new multi-year contracts at this time.

Effective July 1 2024, there will be a rate increase of 5% applied to our IT support services. This reflects a monthly remote support fee increase to \$2,000 a month or \$24,603 annually, assuming there are no additional hours needed. Your monthly service will continue to include (5) hours of as needed onsite support per month. The rate for monthly onsite hours beyond the allotted amount will also be increasing to \$126.55 per hour and the emergency/after-hour support rate will increase to \$137.00 per hour.

We want to assure you that Brea remains committed to providing the highest quality of service and support to our partner agencies and the contract term does not reflect the stability of the BreaIT Support Services program. We understand that this change may impact your planning process, and we sincerely apologize for any inconvenience this may cause.

We believe that the value we deliver through our services continues to exceed the planned increase, and we remain committed to delivering the highest quality support to meet your agency's continuing and evolving needs.

If you have any questions or concerns regarding this rate adjustment or if you would like to discuss how we can further tailor our services to align with your objectives, please do not hesitate to contact us. We look forward to continuing our relationship and working collaboratively to meet your Information Technology needs.

Sincerely,



Kristin Griffith
Director of Administrative Services

**SIXTH AMENDMENT TO CONTRACT SERVICE AGREEMENT FOR
INFORMATION TECHNOLOGY SUPPORT**

This SIXTH AMENDMENT TO CONTRACT SERVICE AGREEMENT ("Sixth Amendment") is made and entered into this ____ day of _____ by and between ROSSMOOR COMMUNITY SERVICES DISTRICT ("Client") and CITY OF BREA, a municipal corporation ("Contractor"). Hereinafter the Client and Contractor may be referred to as "Party" or collectively as "Parties".

RECITALS

WHEREAS, on or about May 13, 2014 the Client and the Contractor entered into that certain Contract Services Agreement for Information Technology Support ("Agreement");

WHEREAS, on or about May 13, 2017 the Client and the Contractor entered into that certain Amendment to Contract Service Agreement for Information Technology Support;

WHEREAS, the terms of the Amended Agreement provided that upon completion of three (3) years after its commencement, the Agreement automatically terminates;

WHEREAS, on or about May 12, 2020, the Client and the Contractor did enter into that certain Second Amendment to the Agreement for one (1) additional year under the same terms as those set forth under the Agreement and as modified therein;

WHEREAS, on or about May 11, 2021, the Client and the Contractor did enter into that certain Third Amendment to the Agreement for one (1) additional year under the same terms as those set forth under the Agreement and as modified therein;

WHEREAS, on or about May 8, 2022, the Client and the Contractor did enter into that certain Fourth Amendment to the Agreement for one (1) additional year under the same terms as those set forth under the Agreement and as modified therein;

WHEREAS, on or about May 9, 2023, the Client and the Contractor did enter into that certain Fifth Amendment to the Agreement for one (1) additional year under the same terms as those set forth under the Agreement and as modified therein;

WHEREAS, the Client and the Contractor are desirous of extending the term of the Agreement for one (1) additional year under the same terms as those set forth under the Agreement and as modified herein;

WHEREAS, the Parties also wish amend the compensation provisions of the Agreement pursuant to the provisions of this Sixth Amendment, which amended compensation provisions shall become effective on July 1, 2024.

NOW, THEREFORE, the Parties hereto agree as follows:

1. Section B.1 of the Agreement entitled "Term" shall be amended in its entirety to add the following provision to read as follows:

Section B.1 Term. The term of this Agreement shall be extended for an additional (1) year ending on July 1, 2025 unless extended or earlier terminated, as provided herein. This Agreement may be extended by Client and Contractor for an additional one-year term, subject to all provisions herein.

2. Effective July 1, 2024, Section B.2 of the Agreement entitled "Compensation" shall be amended to reflect a 5% increase in the monthly compensation and additional specialist and emergency call out hourly rates as follows in **bold text**:

Section B.2 Compensation. As consideration for the use of Contractor's services, Rossmoor Community Service District shall pay to Contractor a fee of **\$2000.00** per month which shall be payable upon receipt of invoice for said services from Contractor. The rates are subject to review and modification annually as may be agreed between the Parties in writing. In exchange for the base monthly fee, Contractor will provide Client unlimited remote desktop and network support and, not to exceed five (5) hours per month (as needed) onsite support for the following identified services:

- a) Desktop Support includes setup, maintenance and troubleshooting of all computers. Network Support consists of servers and network infrastructure hardware setup, maintenance and troubleshooting, including coordination with third-party vendors. Contractor will, in its sole reasonable discretion, determine which personnel shall be assigned to task/service requests.
- b) Specialist work for computer issues include hardware and standard software support, as well as simple and routine network maintenance and troubleshooting. Specialist work is more fully described in the job description attached Proposal hereto as Exhibit A and made a part hereof by reference. Account Manager work is a component of administrating the agreement and scheduling Specialists work. Account Manager work is more fully described in the job description attached Proposal hereto as Exhibit A and made a part hereto by reference.
- c) Telephone support via Contractor's telephone hotline (714-990-7777) is available to Client as a condition of this Agreement during Contractor's standard hours of operations, which are Monday through Thursday, 7:30 a.m. to 5:30 p.m., and alternate Fridays from 8:00 a.m. to 5:00 p.m. (City Hall is closed on alternate Fridays).

- d) Additional Specialist hours, which may be required during Contractor's standard hours of operation, will be billed at a rate of **\$126.55** per hour. Emergency call-Out, holidays and off-hours support will be billed at **\$137.00** per hour with a two hour minimum. Hourly rates are subject to modification annually as may be agreed between the Parties in writing.
- e) Client agrees to pay all undisputed invoice amounts within thirty (30) days of the invoice date. Client agrees to notify Contractor of any disputed invoice amounts within ten (10) days of the invoice date.

3. Full Force and Effect. Except as expressly modified herein all other provisions of the Agreement shall remain unmodified and in full force and effect.

4. Corporate Authority. The persons executing the Agreement on behalf of duly authorized to execute and deliver this Agreement on behalf of said Party, (iii) by so executing this Agreement, such Party is formally bound to the provisions of this Amendment, and (iv) the entering into the Agreement does not violate any provision of any other agreement to which the Party is bound.

IN WITNESS WHEREOF, the Parties hereto have caused this Sixth Amendment to be executed as of the day and year first set forth above.

CITY OF BREA

William Gallardo
City Manager

ROSSMOOR COMMUNITY SERVICES DISTRICT

Joe Mendoza
General Manager

APPROVED AS TO FORM

Tarquin Preziosi
General Counsel
Rossmoor Community Services District

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-4

Date: May 14, 2024

To: Honorable Board of Directors

From: General Manager Joe Mendoza

Subject: BALLOT AND DECLARATION OF QUALIFICATIONS TO VOTE RE: OCLAFCO SPECIAL DISTRICT REPRESENTATIVE

RECOMMENDATION

Discussion and possible action to select candidate for election as Special District Representative to OCLAFCO and to authorize General Manager to submit Ballot to OCLAFCO.

BACKGROUND

At its April 9, 2024 regular board meeting, one candidate for the Regular Special District Representative seat addressed the Rossmoor Community Service District's Board regarding his qualifications and asked for his vote. Attached are the resumes and candidate statements for all candidates along with the official ballot. The term of office for this seat expires June 30, 2024. In accordance with the schedule for the appointment process, all ballots must be submitted to OCLAFCO no later than 3:00 p.m. on Monday, June 10, 2024.

Director Michael Maynard as the Board Representative to the Independent Special Districts of Orange County (ISDOC), was designated as the District's voting member, with Tony DeMarco being designated as an alternate voting representative.

The District was notified by OCLAFCO that the nomination period for the OCLAFCO Regular and Alternate Special District seats officially closed on Monday, April 15, 2024 and confirmed the receipt of the District's qualification to vote.

ATTACHMENTS

1. Resume of Mr. James Fidler, Incumbent
2. Resume of Mr. Joe Muller, Candidate
3. Ballot – Regular Special District Representative



BOARD OF DIRECTORS

Shawn Dewane

President, Division V

Marice H. DePasquale

Vice President, Division III

Jim Atkinson

Director, Division IV

Fred R. Bockmiller, P.E.

Director, Division I

James R. Fisler

Director, Division II

RE: Declaration of Candidacy of James R. Fisler for Re-Election to
OC LAFCO representing the Special Districts of Orange County

Greetings,

It has been my honor to serve you on the Orange County Local Agency Formation Commission (OC LAFCO) as your Special District Commissioner. Initially elected in July 2019 to the OC LAFCO voting member seat, I was re-elected in 2020 by Orange County's Independent Special Districts. Previously, I was elected to serve as the Special District Alternate Commissioner by the Independent Special Districts Selection Committee in 2011, and re-elected in 2014 and 2018.

During my service since 2011, I have sat on the dais and participated fully in all OC LAFCO discussions on all agenda items, and thus have broad knowledge of the OC LAFCO process and experience as a Commissioner. As such, I am the most experienced and qualified candidate.

I have been an effective Commissioner at OC LAFCO who has positively influenced decisions that have benefitted special districts and protected local control, while also safeguarding the interests of over 3 million Orange County residents.

I have been a strong advocate for the Special Districts of Orange County on OC LAFCO, as well as at the Independent Special Districts of Orange County (ISDOC) where I served as President in 2017 and 2018, and where I reduced ISDOC member dues by 75 percent.

I have personally visited all of the Independent Special Districts in Orange County multiple times over the past 12+ years. It has been a distinct honor to serve Orange County's Special Districts as a voting member at OC LAFCO to ensure the economical, effective, and efficient delivery of government services to the public.

As a voice for Special Districts serving the communities of Orange County, I have delivered on my promise to you that OC LAFCO would be more of a facilitator than an initiator of actions. Additionally, I remain committed to enhancing communications and information-sharing with you. This is now reflected in OC LAFCO's work-plan.

Lastly, to achieve my goal of providing transparency and strong leadership for you at OC LAFCO, for the past four years and counting, I have been distributing quarterly editions of *The Special Districts Dialogue* newsletter which provides an update on the Commission's recent activities relevant to Special Districts. I hope you find the newsletter information valuable, and I welcome your feedback.

Feel free to contact me at 714.423.4351 with any questions or requests regarding OC LAFCO, and please see the my statement of qualifications that accompanies this letter. Thank you for your consideration of my knowledge, experience, commitment, and results. I hope to receive your vote for this very important seat.

Sincerely,

James R. Fisler
OC LAFCO Commissioner and Mesa Water Director

Providing an abundance of local, reliable, clean, safe water.

1965 Placentia Avenue Costa Mesa, CA 92627

MesaWater.org

Re-Elect James R. Fisler to OC LAFCO

** KNOWLEDGE * EXPERIENCE * COMMITMENT * RESULTS **

James R. Fisler – Mesa Water District Director



- **Orange County Local Agency Formation Commission (OC LAFCO)** Special District Commissioner, 2019-present
- **OC LAFCO** Special District Alternate Commissioner, 2011-2019
- **Independent Special Districts of Orange County (ISDOC) Executive Committee** – Immediate Past President, 2018-2020; President, 2016-2018
- **Mesa Water District** Director, 2009-present; President, 2012-2014
- **Mesa Water District Improvement Corporation** President, 2010-2012 & 2017-2022; Engineering & Operations Committee Chairman; Legislative & Public Affairs Committee Vice Chairman
- **Association of California Water Agencies (ACWA)** Local Government Committee, 2016-2019, 2022-present
- **County of Orange Housing & Community Development Commission** – Vice Chair, 2019-2021; Commissioner 2017-2021 (appointed by the Orange County Board of Supervisors)
- **City of Costa Mesa**
 - Planning Commissioner & Vice Chairman, 2004-2009
 - Parks & Recreation Commissioner, 2002-2004
 - Finance Committee, 2014-2017; Finance Committee Chairman, 2016-2017; Finance & Pension Advisory Committee Chairman, 2017-2020
 - Residential Rehabilitation & Redevelopment Committee, 1999-2009
 - Citizen's Police Academy graduate; Neighbors for Neighbors volunteer
- **Costa Mesa Chamber of Commerce** Board Member, 2017-present
- **Costa Mesa Senior Center** Board Member
- **Friends of Costa Mesa Libraries** Board Member

As your advocate at OC LAFCO over the past 12+ years, James R. Fisler (Jim) has been a strong leader and voice for Special Districts. Committed to promoting outstanding customer service, and to the efficient delivery of government services, Commissioner Fisler is grateful to have served as your representative at both OC LAFCO and ISDOC, where he reduced member dues by 75 percent.

With a passion for public policy and community service, Commissioner Fisler prioritizes protecting local control and representing the interests of Orange County's water, stormwater, sanitary, sewer, cemetery, library, vector control, recreation and parks, and community services districts.

Commissioner Fisler is a Broker/Associate with Torelli Realty in Costa Mesa and a Mortgage Loan Officer with CB Loans in Redondo Beach. Prior to that, he was a Southern California regional manager for Nordstrom for over 12 years.

Joe Muller for LAFCO

Special District Representative



It is an honor to put my name forward as a candidate for Special District Representative to the Orange County Local Agency Formation Commission (OC LAFCO), and I would respectfully ask for your district's support of me for this position.

LAFCO is currently in the midst of its planned schedule of countywide Municipal Service Reviews, and as such it is critical that the participation of the Special District representatives on the Commission are closely involved in this process to ensure fair and effective representation of our 26 agencies.

My diversified background in public service has equipped me with the unique perspective and experience that makes me ideally suited to serve on OC LAFCO. I was elected to the Dana Point City

Council in 2014 and twice served as Mayor during my Council tenure prior to terming out in 2022, at which time I ran for and was elected to the South Coast Water District Board.

My contributions extend to various regional boards, including:

- Orange County Transportation Authority Board of Directors (where I chaired the Regional Planning and Highways Committee)
- Foothill/Eastern Transportation Corridor Agency (TCA) – Vice Chair, 2022
- LOSSAN Rail Corridor Agency Board of Directors
- Orange County Fire Authority Board of Directors – Chair, 2022; Vice Chair, 2021
- Orange County Parks Commission – Chair, 2021

In addition, I have been a representative to the League of California Cities, Orange County Council of Governments, South Orange County Association of Mayors, Association of California Cities-Orange County, and Orange County City Selection Committee.

These experiences complement my private sector insights, gained initially as an Environmental Chemist and later in sales, where I enhanced supply chains, contributed to educational advancements, and managed family-owned property investments.

Your support is invaluable to me, and I am keen to advocate on behalf of your district on OC LAFCO. Thank you for considering my candidacy to represent Orange County's Special Districts.

BALLOT

REGULAR SPECIAL DISTRICT MEMBER

Orange County Local Agency Formation Commission (OC LAFCO)

Term of Office Expires 06/30/2028

Rossmoor Community Services District

Name of District

Certification of Voting Member

I, Michael Maynard, hereby certify that I am (***select one***):
Board Member

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

Signature

Date

CANDIDATES FOR OC LAFCO REGULAR SPECIAL DISTRICT MEMBER:

(Check one only.)

- James R. Fisler, Mesa Water District
- Joe Muller, South Coast Water District
- Abstain

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H-1

Date: May 14, 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

Below is a brief overview of recent achievements, future projects, and upcoming programs:

RECENT EVENTS:

- Health and Wellness Festival held on May 11, 2024.
- Tree City USA signs have been posted at all parks.
- Prop 68 Grant mandatory signage has been added to Rush and Rossmoor Parks.
- Butterfly gardens at both Rush Park and Montecito have been replenished with plants and signage added.

UPCOMING ENGAGEMENTS

- Mark your calendars to attend the collaborative effort to bring awareness to swimming pool safety that RSCD along with Darin and Lindsay Ludwig will be providing on Saturday May 18th from 10:00am-11:30am.
- The Rush Park Auditorium Flooring Project is scheduled to begin on Monday, May 20, 2024 and is anticipated to take about 10 days to complete.
- Pickleball Court Conversion and Tennis/Basketball Resurfacing has been scheduled for the weeks of May 27, 2024 and June 3, 2024.

- The Parks and Facilities Committee will be meeting at the end of May to review fee charges and policy changes. A report to the RCSD Board of Directors will be provided at the June Board meeting.
- Rossmoor Neighborhood Clean Up & Compost Event will be held Saturday, June 29th in the Rush Park parking lot from 9 a.m. to 12 p.m. Furniture, Large Appliances and E-waste will all be accepted.

PLEASE MARK YOUR CALENDARS FOR THE FOLLOWING LINE-UP OF OUTDOOR ENTERTAINMENT:

- June 8 – Family Festival – featuring **Knyght Ryder**
- June 14 – Movie in the Park (Rush) – **Trolls Band Together**
- July 5 – Shakespeare in the Park (Rush) – **Henry IV**
- July 6 – Shakespeare in the Park (Rush) - **Cardenio**
- July 13 – Family Festival – featuring **Stone Soul**
- July 19 – Movie in the Park (Rush) – **Elemental**
- August 10 – Family Festival – featuring **The Trip**
- August 16 – Movie in the Park (Rossmoor) – **Kung Fu Panda**
- September 14 – Family Festival – featuring **The Emperors**

NEWLY ADDED CLASSES FOR SENIORS AND YOUTH

- Art classes are now available for kids and classes are filling up fast. These classes are being held at the Montecito Center.
- Dance classes teaching a variety of steps are picking up in popularity and are currently held in the East Room of the Rush Park Auditorium. Try your first class free!
- Pickleball Lessons/Classes are now being offered through Performance Pickleball LLC at Rossmoor Park. Visit www.performancepickleballLLC.com for details.
- Senior education/social events will be held every 1st and 3rd Thursday of the month from 9 a.m. to 10:30 a.m.
- Staff is working with North Orange County Continuing Education (NOCE) to provide a series of free classes to enrich lives through education for Active Older Adults in Rossmoor and surrounding communities. Staff will be providing an agenda report at the June Board meeting along with representatives from the NOCE. This will be a great way to provide our community with programs and classes at no cost to RCSD. There is also potential to add additional classes in many disciplines.

ATTACHMENTS

None