

ROSSMOOR

COMMUNITY SERVICES DISTRICT



Regular Meeting of the Board
Agenda Package

JUNE 9, 2026

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

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, June 9, 2026

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>.

Notice of Teleconferenced Meeting

A quorum of the Board will participate in person at the main meeting location listed above. In accordance with California Government Code § 54953(b), the following members will be participating by teleconference from the off-site location listed below.

The public may attend the meeting and offer public comment from either of these locations. All teleconference locations are accessible to the public. The District will ensure that the public's statutory and constitutional rights are protected, and all votes will be taken by roll call.

Off-Site Teleconference Location:

Director Mary Ann Remnet
Hotel Palazzo Alexander – Breakfast Room
Via Santa Giustina 48, 55100
Lucca, Italy

A. ORGANIZATION

1. CALL TO ORDER: 7:00 p.m.
2. ROLL CALL: Directors Searles, DeMarco, Maynard and President Shade
Director Remnet from the identified off-site location
3. PLEDGE OF ALLEGIANCE Director Maynard
4. PRESENTATIONS:
 - a) CHP OFFICER ZEFERINO VALDOVINOS RE: QUARTERLY TRAFFIC DATA

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 that 2/3 of members are present, all of the Board members present vote, that there is a need to take immediate action, which arose after the agenda was posted.

C. PUBLIC FORUM

Any person may address the Board of Directors at this time upon any subject within the jurisdiction of the Rossmoor Community Services District; however, any matter that requires action may be referred to Staff at the discretion of the Board for a report and action at a subsequent Board meeting. Speakers are limited to three (3) minutes per item with nine (9) minutes cumulative for the entire meeting.

D. REPORTS TO THE BOARD

1. Report from the Tree Committee
2. Report from the Traffic Committee
3. Report from the Investment Committee

E. CONSENT CALENDAR

1. MINUTES:

- a. Regular RCSD Board Meeting of May 12, 2026
- b. Special RCSD Board Meeting of April 28, 2026

2. APRIL 2026 REVENUE AND EXPENDITURE REPORTS AND MAY 2026 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 2026-2027 PROPOSED FINAL BUDGET FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT.

G. REGULAR CALENDAR

- 1. DISCUSSION AND DIRECTION RE: SELECTION PROCESS FOR FILLING BOARD VACANCY
- 2. DISCUSSION AND DIRECTION RE: PAYMENT OF CANDIDATE'S STATEMENTS FOR GENERAL ELECTION AND SETTING OF WORD LIMIT
- 3. PRESIDENT SHADE TO ANNOUNCE HER APPOINTMENT TO FILL A VACANT POSITION ON THE PARKS/FACILITIES COMMITTEE
- 4. DISCUSSION AND DIRECTION RE: CREATING A POLICY FOR COMMITTEE ALTERNATES
- 5. APPROVAL OF THE FIRST READING OF REVISIONS TO POLICY 3035 INVESTMENT OF DISTRICT FUNDS
- 6. THE SECOND READING OF REVISIONS TO POLICY 2150 EMPLOYEE COMPENSATION AND BENEFITS
- 7. RESOLUTION NO. 26-06-09-01 REJECTION OF GOVERNMENT CLAIM
- 8. RESOLUTION NO. 26-06-09-02 REJECTION OF GOVERNMENT CLAIM

H. GENERAL MANAGER ITEMS

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

I. BOARD MEMBER ITEMS

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

J. CLOSED SESSION

Public Comment: Members of the public are welcome to address the Board of Directors, at this time, only on those items on the Closed Session agenda.

K. 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.

L. ADJOURNMENT

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

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

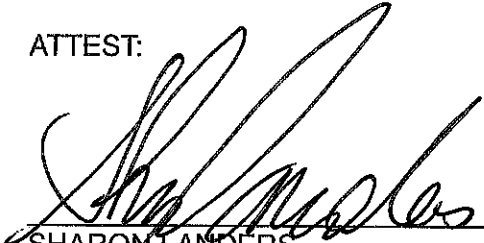
Pursuant to Government Code Section 54957.5, any writing that: (1) is a public record; (2) relates to an agenda item for an open session of a regular meeting of the Board of Directors; and (3) is distributed less than 72 hours prior to that meeting, will be made available for public inspection at the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

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

CERTIFICATION OF POSTING

I hereby certify that the attached Agenda for the June 9, 2026, 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:



SHARON LANDERS
General Manager

Date 6/5/2026

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-1

Date: June 9, 2026

To: Honorable Board of Directors

From: General Manager Sharon Landers
District Arborist Mary Kingman

Subject: TREE COMMITTEE REPORT

RECOMMENDATION

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

INFORMATION

This report provides the RCSD Board of Directors with an overview of the Tree Committee Meeting held on May 19, 2026 (Directors Maynard and DeMarco). The following two items were on the agenda:

1. RESIDENT REQUEST FOR REMOVAL AND REPLACEMENT OF A SILVER MAPLE TREE FROM THE FRONT PARKWAY AT 11361 LOCH LOMOND ROAD.

After discussion with District Arborist Mary Kingman, the Committee elected to deny the tree removal request as there was not compelling evidence to approve it.

2. REPORT ON ORANGE COUNTY PUBLIC WORKS UPDATED TREE REMOVAL PROTOCOL FOR ROSSMOOR PARKWAYS

At the Board Meeting on April 14, 2026, staff was given direction by the Board to work with the County of Orange to draft a Memorandum of Understanding that would establish protocols whereby the District would be notified prior to the removal of any parkway tree. District Arborist Mary Kingman is currently working on a draft of this document.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-2

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Traffic Committee Members: Directors DeMarco and Shade
Subject: TRAFFIC COMMITTEE REPORT

RECOMMENDATION

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

INFORMATION

This report provides the RCSD Board of Directors with an overview of the Traffic Committee Meeting held on May 19, 2026 (Directors DeMarco and Shade). The following item was on the agenda:

1. DISCUSS THE COMMITTEE MAKING A RECOMMENDATION TO THE ROSSMOOR COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS REGARDING THE POTENTIAL ADDITION OF MARKED PARKING STALLS AND DRIVEWAY CLEARANCE AREAS ON HEDWIG ROAD ADJACENT TO ROSSMOOR PARK

After discussion with GM Landers about two parking concepts under consideration by OC Public Works, the direction of the Committee was to create a survey for residents on Hedwig Road adjacent to Rossmoor Park to determine interest in pursuing red curbs to enhance driveway clearance and parking stalls to help with organizing parking. Recreation Superintendent Chris Argueta is currently working on drafting a survey.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM D-3

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Investment Committee Members: Directors Shade and Searles
Subject: INVESTMENT COMMITTEE REPORT

RECOMMENDATION

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

INFORMATION

This report provides the RCSD Board of Directors with an overview of the Investment Committee Meeting held on May 28, 2026 (Directors Shade and Searles). The following item was on the agenda:

1. DISCUSSION REGARDING THE POSSIBILITY OF DIVERSIFYING INVESTMENTS FOR ROSSMOOR COMMUNITY SERVICES DISTRICT AND PROPOSED CHANGES TO POLICY NO. 3035 INVESTMENT OF DISTRICT FUNDS

The Investment Committee discussed proposed changes to Policy No. 3035. These policy changes would allow portfolio diversification strategies to move portions of its reserve balance from LAIF to California CLASS or CAMP to secure higher yields. Over time market trends have shown improved pricing from these alternative vehicles. The direction of the Committee was to place on the June Board Agenda for a first reading which will be presented under Agenda Item G-5.

ATTACHMENTS

1. CAMP, CLASS and LAIF Yield Trends.

DISCUSSION

As of **May 2026**, the specific yield metrics and structural differentials between the Local Agency Investment Fund (LAIF), California CLASS, and the California Asset Management Program (CAMP) show that **LAIF maintains a slight lead in current yield, but alternative pools offer faster rate responsiveness and higher-yielding specialized tiers.**

The structural mechanics, portfolio maturity, and recent yield performance break down across these three public investment options as follows:

Current Yield Comparison (May 2026)

Investment Pool / Portfolio	Current Yield Metric	Weighted Average Maturity (WAM)	Best Suited For
LAIF (State Pool)	3.81% (Daily Yield) / 3.98% (Q1 Apportionment)	~266 Days	Core conservative reserves
California CLASS (PRIME)	3.68% (Daily) / 3.70% (7-Day)	36 Days	Daily fluid operating funds
California CLASS (Enhanced Cash)	3.73% (Daily) / 3.75% (30-Day)	163 Days	Strategic, multi-month reserves
CAMP (Pool)	3.79% (7-Day Net)	54 Days	Immediate liquidity & bond proceeds
CAMP (Term Series)	~ 4.02% (Fixed-Term Rate)	Fixed (60 days to 1 year)	Long-term dedicated reserves

Key Structural Differentials

1. Yield Responsiveness & Maturity (WAM)

- **LAIF** has a very long WAM (~266 days). This means its yields are slow to move. When market interest rates drop, LAIF holds a higher yield for longer; when market rates rise, LAIF lags behind the market.
- **California CLASS (PRIME)** and **CAMP** maintain very short maturities (36 to 54 days). Their yields react almost immediately to Federal Reserve changes or market fluctuations.

2. Portfolio Segmentation (Tiers)

- **LAIF** offers a single, blended rate for all deposited funds.
- **California CLASS** allows the District to split funds between the ultra-liquid **PRIME** portfolio (daily liquidity) and the **Enhanced Cash** portfolio, which captures a higher yield by locking cash into a slightly longer maturity (163-day WAM).
- **CAMP** offers the standard liquid pool alongside **Term Series** portfolios. These function similarly to public-sector certificates of deposit, locking in fixed yields above 4% for durations up to one year to maximize long-term reserve growth.

3. Administrative and Fee Overhead

- **LAIF** charges a quarterly administrative fee based on actual costs (historically tracking around 0.24% to 0.27%) subtracted directly from the earnings ratio.
- **CAMP and CLASS** utilize a direct, capped asset management fee structure (typically up to 0.15%), meaning the yields they quote to public agencies are already completely net of all expenses.

Strategic Recommendation for the Committee

Because LAIF's lagging maturity currently protects a 3.81% yield, **moving 100% of District funds out of LAIF immediately is not advised**. Instead, the timing is perfect to implement a **laddered diversification strategy**:

1. Keep immediate operational cash in **LAIF** to capture the lagging daily yield.
2. Move predictable, long-term reserves into a **CAMP Term Series** to lock in fixed rates exceeding 4%.
3. Utilize **California CLASS Enhanced Cash** for a higher tier of flexible liquidity that outpaces standard short-term pools.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-1(a)&(b)

Date: June 9, 2026

To: Honorable Board of Directors

From: General Manager Sharon Landers
Executive Assistant Carolyn Whang

Subject: MINUTES: SPECIAL RCSD BOARD MEETING OF APRIL 28, 2026 AND
REGULAR RCSD BOARD MEETING OF MAY 12, 2026

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. Special RCSD Board Meeting of April 28, 2026
- b. Regular RCSD Board Meeting of May 12, 2026

INFORMATION

The Minutes reflect the actions of the RCSD Board at its Special meeting of April 28, 2026 and Regular meeting of May 12, 2026.

ATTACHMENTS

- 1. DRAFT Minutes - - Special RCSD Board Meeting of April 28, 2026
- 2. DRAFT Minutes – Regular RCSD Board Meeting of May 12, 2026



DRAFT

ATTACHMENT 1

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

SPECIAL MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, April 28, 2026

A. ORGANIZATION

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

2. ROLL CALL:

Present: Directors Remnet, Searles, DeMarco, Maynard and
President Shade

3. PLEDGE OF ALLEGIANCE: Director Searles

B. PUBLIC COMMENT ON CLOSED SESSION ITEM

There were no public comments on Closed Session Items.

C. CLOSED SESSION

None.

D. OPEN SESSION – 7:00 p.m.

1. DISCUSSION AND POSSIBLE ACTION RE: THE APPROVAL OF PURCHASING AN ELECTRIC GOLF CART USING THE \$25,000 CONTRIBUTION FROM RHA

GM Landers informed the Board that the golf cart specifications were in front of them for review and proceeded to outline the benefits of having the additional vehicle available for staff.

Director DeMarco thanked GM Landers for the report and brought to the attention of the board that electric vehicles need special attention when charging. Opined on the cost difference between dealer maintenance and local certified mechanics. Concurred with the need for the electric vehicle. Questioned the amount being charged for shipping.

Director Remnet expressed appreciation for all the information and gave her approval of the purchase.

Director Maynard expressed his approval of the purchase.

Director Searles expressed appreciation for all the information and gave his approval of the purchase.

President Shade agreed that a certified mechanic would be a more economical way to maintain the District vehicles once dealer warranties have expired. Expressed appreciation for all the information and approval of the purchase.

A Motion was made by Director Remnet to approve the purchase of an electric golf cart using the \$25,000 contribution from RHA, seconded by President Shade.

Motion was unanimously approved with 5 ayes by voice vote.

2. DISCUSSION AND POSSIBLE ACTION RE: APPROVING THE FIRST READING OF REVISIONS TO POLICY NO. 2155 FOR ANNUAL SETTING OF SALARY AND COMPENSATION

GM Landers explained the multiple attachments and highlighted the proposed revisions to Policy No. 2155.

Director Maynard expressed his agreement with the proposed policy changes.

A Motion was made by Director Maynard approving the first reading of revisions to Policy No. 2155 for annual setting of salary and compensation, second by Director Searles.

Roll Call Vote:

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 ayes.

3. DISCUSSION AND POSSIBLE ACTION RE: THE ADDITION OF COSTS TO THE FY 2026-2027 BUDGET AS THEY PERTAIN TO SALARY ADJUSTMENTS AND THE CONVERSION OF ONE PART-TIME 29-HOUR STAFF POSITION TO FULL TIME.

GM Landers highlighted the most impactful salary changes, elaborated on the need for the conversion of one part-time 29-hour staff position to full-time and reviewed the most significant changes in job descriptions.

Director DeMarco asked for clarification on the salary steps and how future COLAs would impact their amounts. GM Landers confirmed that the COLAs, if awarded, would increase the salary steps annually and salary steps would continue to be in 5% increments.

Director Maynard asked for clarification of the full-time maintenance assistant position. GM Lander elaborated on the responsibilities of this position.

Director Remnet expressed her appreciation for the consistency in expectations on hiring and maintaining employees.

Director DeMarco asked if the medical insurance cost had been factored into the conversion. GM Landers explained that the medical insurance had been adjusted based on the status of the employee in question.

Director Remnet shored up Director DeMarco's comment on medical insurance by suggesting that moving forward there be a standardized method for anticipating the cost of employee benefits.

Director Searles expressed agreement with the salary adjustments, step increases and position conversion.

President Shade appreciated the Director comments and expressed agreement with the salary adjustments, step increases and position conversion.

Director DeMarco asked for clarification on whether these items had already been included in the budget. GM Landers confirmed that all the proposed salary changes had been incorporated into the FY 2026-2027 Preliminary Budget.

Director Searles reminded the Board that the salary information has been reviewed at the micro level for setting salary strategy.

Motion by Director DeMarco to approve the salary increases for 2026-2027 not to exceed \$13,500 over the FY 2025-2026 budget, accept the recommended step increases and

Roll Call Vote:

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 ayes.

4. DISCUSSION AND POSSIBLE ACTION RE: DATE OF AND DONATION TO SHAKESPEARE BY THE SEA FOR ONE PERFORMANCE IN RUSH PARK.

GM Landers gave some background on past Shakespeare by the Sea performances at Rush Park compared to what is being offered for 2026.

Director Maynard recapped the conversation he and GM Landers had with the Director of Shakespeare where it was agreed she would schedule a single performance in exchange for a \$2,000 donation from RCSD. He noted that RHA also made a donation for this performance.

Director Remnet expressed her appreciation for bringing Shakespeare by the Sea back to Rush Park again this year.

Director DeMarco commended Director Maynard and GM Landers for having a conversation with the Shakespeare Director and mutually agreeing upon an acceptable donation amount.

Motion by Director Maynard to support Shakespeare in the Park on July 2nd with funding of \$2,000 by RCSD, second by President Shade

Motion passed unanimously by voice vote 5 ayes.

E. ADJOURNMENT

President Shade adjourned the meeting at 8:38 p.m.

ATTEST:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jo Shade, President

Sharon Landers, Secretary
Rossmoor Community Services District

APPROVED:



DRAFT

MINUTES
BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

REGULAR MEETING

RUSH PARK
Auditorium
3021 Blume Drive
Rossmoor, California 90720

Tuesday, May 12, 2026

A. ORGANIZATION

1. CALL TO ORDER: 7:01 p.m.

2. ROLL CALL:

Present: Directors Remnet, Searles, DeMarco, Maynard and
President Shade

3. FLAG SALUTE: Director Maynard

4. PRESENTATIONS:

INTRODUCTION OF SHERIFF CAPTAINS MATTHEW STAFFORD AND
MATTHEW TIMMINS

Each Captain introduced himself and then presented an update of the crime statistics in
Rossmoor April 1st through April 30th.

Director Remnet thanked the Captains for attending.

Director DeMarco welcomed the Captains. Thanked them both for providing follow-up
related to ongoing investigations. Mentioned concern over E-bikes and expressed
appreciation for their presence in Rossmoor.

Director Searles asked the Captains how they will differ from their predecessors and
thanked them for their assistance and professionalism in engaging with residents around
Rossmoor Park regarding parking issues.

Director Maynard thanked the Captains. Encouraged the Captains to get to know Rossmoor
and invited them to attend the community events.

President Shade thanked the Captains for attending.

RECOGNITION OF RHA \$25,000 CONTRIBUTION TO RCSD

GM Landers introduced the RHA – represented by RHA President Art Remnet and other members of the RHA.

Art Remnet spoke and gave an explanation as to why the donation was made.

B. ADDITIONS TO AGENDA - None

C. PUBLIC FORUM

Maureen Wauters spoke about people running stop signs; the burnt down house on Foster Road; and trash on the tennis courts. As the president of We Care she thanked the community for support. Also pointed out that gardener's tools are being stolen while they're cutting lawns. Asked if the Sheriff has the authority to issue citations if the CHP is unavailable.

Fritz Pollard spoke on the E-bike safety issue and an incident that occurred with his wife. He announced that he is engaged, fired up and ready to take action. Spoke about E-bike modifications and the mob mentality. Working to get meetings set up with Evelyn Garcia, Los Alamitos and Seal Beach. Has begun a program that includes three phases.

President Shade thanked Mr. Pollard for his passion on the E-bike issue.

D. REPORTS TO THE BOARD

1. RECREATION – RECREATION SUPERINTENDENT CHRIS ARGUETA

GM Landers introduced Recreation Superintendent Chris Argueta who provided a quarterly report on the recent and future events at Rush and Rossmoor Parks.

Director Searles asked about the attendance for the most current UCI lectures and Arbor Day. Mr. Argueta noted that UCI attendance was down due to UCI transitioning their marketing department which did not send out mailers as they had done in the past. The Arbor Day event drew about 30 kids from Camp Shark and 15 residents.

President Shade asked about the bounce houses in conjunction with the movie nights.

Directors Remnet, DeMarco and Maynard all expressed their thanks for the report.

E. CONSENT CALENDAR

1. MINUTES:

a. Regular RCSD Board Meeting of April 14, 2026

2. MARCH 2026 REVENUE AND EXPENDITURE REPORTS AND APRIL 2026 WARRANTS

A Motion was made by Director Shade to approve the Consent Calendar items as presented, second by Director Demarco.

Motion unanimously passed 5 Ayes by voice vote.

F. PUBLIC HEARING

Public Hearing – Fiscal Year 2026-2027 Preliminary Budget for the Rossmoor Community Services District.

GM Landers introduced Financial Consultant Josh Byerrum and the budget process. Mr. Byerrum reviewed the revenue and expenditure explanations. GM Landers added that there is a recommended increase in rental/facility fees and the possibility of hiring court attendants.

Director DeMarco asked about the theory behind separating out the costs by park rather than one bucket. GM Landers responded that it would be helpful to know how costs are incurred per park.

Director Maynard expressed that identifying costs for the different cost centers makes sense.

Director DeMarco asked for clarification on the charts for Reserve Funds.

GM Landers referenced the published CIP schedule and indicated that things would have to be moved around to accommodate priority projects and proceeded to provide an update on current CIP projects underway.

Director Searles thanked Mr. Byerrum for his presentation.

Director Remnet expressed support of the preliminary budget.

Director Maynard asked for clarification on the training budget and asked about the expectations resulting out of Rainbird training. GM Landers elaborated and explained the thinking behind sending an additional staff member to the Rainbird irrigation training.

Director DeMarco asked Mr. Byerrum to clarify the fund balance numbers over the next few years and estimates to close. He commented on \$300K increase in expenditures over the last 3 years. Very good idea to make the capital adjustment to the reserves in the future.

GM Landers shared that she is considering the idea of charging for storage in the future.

Director Searles asked for clarification on the addition of monies to the budget for the smaller events, Halloween and Eggstravaganza.

Director Searles suggested working with the Supervisor to get funding and/or get co-sponsorships back. Expressed to the residents that the increases in salaries will be reflected in the quality of services to the community.

President Shade expressed thanks to Mr. Byerrum and GM Landers.

A Motion was made by Director Remnet to approve the preliminary budget as presented, Second by Director Searles.

Roll Call Vote:

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 ayes.

G. REGULAR CALENDAR

1. RESOLUTION NO. 26-05-12-01: A RESOLUTION OF THE BOARD OF DIRECTORS OF ROSSMOOR COMMUNITY SERVICES DISTRICT APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2026-2027.

The item was introduced by GM Landers.

A motion was made by Director Remnet to approve Resolution No. 26-05-12-01: a Resolution of the Board of Directors of Rossmoor Community Services District Approving and Adopting the Annual Appropriations Limit for Fiscal Year 2026-2027, second by Director Maynard.

Roll Call Vote:

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 ayes.

2. APPROVE THE SECOND READING OF REVISIONS TO POLICY 2155 FOR ANNUAL SETTING OF SALARY AND COMPENSATION.

The item was introduced by GM Landers.

A motion was made by Director Maynard to approve the second reading of revisions to Policy No. 2155 for Annual Setting of Salary and Compensation, second by Director DeMarco.

Roll Call Vote

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 Ayes

3. APPROVE THE FIRST READING OF REVISIONS TO POLICY 2150 EMPLOYEE COMPENSATION AND BENEFITS

The item was introduced by GM Landers

A motion was made by Director Remnet to approve the first reading and waive the second reading of revisions to Policy No. 2150 Employee Compensation and Benefits, second by Director Searles.

Director Maynard suggested that the second reading stay in place. Director Remnet then amended her motion removing the waiver of the second reading, which was seconded by Director Searles.

Roll Call Vote

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 Ayes

4. APPROVE THE SECOND READING OF REVISIONS TO POLICY 3045
PRESERVATION OF DISTRICT FISCAL RESOURCES

The item was introduced by GM Landers.

A motion was made by Director Maynard to approve the second reading of revisions to Policy 3045 Preservation of District Fiscal Resources, second by Director Remnet.

Roll Call Vote

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 Ayes

5. APPROVE SECOND READING OF NEW POLICY NUMBER 3092 - VEHICLE
MAINTENANCE AND REPAIR SERVICES

The item was introduced by GM Landers.

A motion was made by Director Remnet to approve the second reading of new Policy 3092 Vehicle Maintenance and Repair Services, second by Director Maynard.

Roll Call Vote

AYES: Directors Searles, Remnet, Maynard, DeMarco and President Shade

NOES:

ABSTAIN:

ABSENT:

Motion passed with 5 Ayes

6. DISCUSSION AND POSSIBLE ACTION RE: AUTHORIZATION TO CO-
SPONSOR THE LOS ALAMITOS AREA CHAMBER OF COMMERCE 2026
HEROES APPRECIATION LUNCHEON AND FEE WAIVER REQUEST

Item was introduced by GM Landers.

A motion was made by Director Maynard to authorize the co-sponsorship of the Los Alamitos Area Chamber of Commerce 2026 Heroes Appreciation Luncheon and approve the fee waiver request, second by Director Remnet.

Motion was unanimously approved by voice vote.

7. DISCUSSION AND POSSIBLE ACTION RE: CONTRACTOR SELECTION FOR SWING SET MAINTENANCE PROJECT AT RUSH PARK

GM Landers introduced the item.

A motion was made by Director Remnet to award the contract to Elegant Construction contingent upon satisfaction of all conditions required by state law prior to execution of the agreement with the option of awarding the contract to SJ Lyons Construction Inc. if Elegant Construction is unable to meet the conditions, second by Director Maynard

Motion passed with 5 ayes.

8. DISCUSSION AND POSSIBLE ACTION RE: CJPIA LETTER OF SUPPORT

GM Landers gave an overview of a coalition being formed by CJPIA and their goal to seek local government liability reform.

Director Searles also provided an overview of the goals of the coalition as described during a recent CJPIA conference he attended.

A motion was made by Director DeMarco to approve signing and submitting a letter of support to the CJPIA for its legislative coalition to protect community services, second by President Shade.

Motion passed with 5 Ayes by voice vote.

H. GENERAL MANAGER ITEMS

GM Landers gave an overview of recent events which included: attending Special District Roundtable with Congressman Derek Tran's District Director Cody Mendoza organized by CSDA; meeting with OC LAFCO Executive Director Luis Tapia to discuss its upcoming Municipal Service Review that will include RCSD; receipt of final Prop 68 reimbursement; the next Public Forum which is scheduled for August; the Macbeth performance by Shakespeare By The Sea on Thursday, July 2 at dusk; signing an agreement with Alliance Building Solutions to have them analyze potential energy savings from capital projects; notification that RCSD was not selected for the Land Water Conservation Fund grant for our Rossmoor Park playground equipment replacement project; and the upcoming CJPIA Managers Lunch Meeting.

I. BOARD MEMBER ITEMS

Director Maynard – spoke about the upcoming County Board of Supervisors discussion on the reclamation of the funds stolen by Supervisor Do. Supervisors meeting moved to June 9, 2026. Encouraged all to attend the meeting. GM Landers suggested resending the letter previously sent asking that the stolen funds be returned to those Districts that were affected.

Director Searles reminded the community that there are several committee meetings coming up in the month of May. Thanked the resident who spoke about the E-bikes. Suggested making space available for them to hold informational forums. Highlighted the CSDA conference recently attended. Reminded of blood drive and Rossmoor Women’s Group Garden Tour. Graduation/Promotion congratulations. Thank you to RHA for generous donation and relationship.

Director DeMarco expressed appreciation of Fritz Pollard coming in to speak about E-bikes. Reminded the community of the District’s new ordinance prohibiting the operation of E-bikes in our parks and leash law. Be mindful of kids once school is out on June 4th.

Director Remnet asked for clarification on the graduation parade – May 30th. Proceeded to read her resignation letter effective August 20th, 2026.

President Shade expressed appreciation to Director Remnet for all the support she has given the board and stated that she will be missed. Mark calendars for May 30th graduation parade. Thanks to RHA.

Director Searles thanked President Shade for coming to this meeting in-person from a conference in San Diego rather than using Zoom and saving the district a significant amount of money.

J. CLOSED SESSION

None.

K. ADJOURNMENT

President Shade adjourned the meeting at 9:20 p.m.

ATTEST:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jo Shade, President

Sharon L. Landers, Secretary
Rossmoor Community Services District

APPROVED:

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM E-2

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: APRIL 2026 REVENUE AND EXPENDITURE REPORTS AND MAY 2026 WARRANTS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve the Revenue and Expenditure Report for April 2026 and the May 2026 Warrants.

INFORMATION

The Revenue and Expenditure Report is submitted monthly and represents the District's unaudited year-to-date revenue and expenses.

ATTACHMENTS

1. Revenue and Expenditure Report for the month of April 2026
2. Explanation of Significant Variances from budgeted amounts
3. May 2026 Warrants and Credit Card Statement

**Rossmoor Community Services District
 Schedule of Revenues and Expenditures and Changes in Fund Balance - Budget and Actual
 For the month ended April 30, 2026**

	Original Budget	Amended Budget	Current Month	YTD	YTD Var	YTD % Bud
Revenues:						
Property taxes	\$ 1,390,900	\$ 1,412,100	\$ 437,394	\$ 1,350,320	\$ (40,580)	95.62%
Street light assessments	486,500	495,300	143,507	460,824	(25,676)	93.04%
Interest on investments	30,000	30,000	-	34,370	4,370	114.57%
From other governmental agencies	85,430	149,430	64,623	64,623	(20,807)	43.25%
Permit and rental fees	237,500	258,700	34,345	263,110	25,610	101.70%
Misc./Sponsorships	35,000	35,000	53,099	83,626	48,626	238.93%
Total Revenues	<u>2,265,330</u>	<u>2,380,530</u>	<u>732,967</u>	<u>2,256,874</u>	<u>(8,456)</u>	<u>94.81%</u>
Expenditures:						
Administration	1,388,290	1,388,290	96,921	1,074,758	(313,532)	77.42%
Recreation	90,000	90,000	-	68,035	(21,965)	75.59%
Rossmoor park	129,080	129,080	8,964	163,567	34,487	126.72%
Montecito center	29,310	29,310	4,160	15,405	(13,905)	52.56%
Rush park	173,660	173,660	9,240	121,238	(52,422)	69.81%
Street lighting	124,400	124,400	10,855	106,330	(18,070)	85.47%
Street sweeping	85,430	85,430	6,970	68,135	(17,295)	79.76%
Parkway trees	200,490	200,490	555	179,389	(21,101)	89.48%
Mini-parks and medians	16,140	16,140	1,534	17,754	1,614	110.00%
Total Expenditures	<u>2,236,800</u>	<u>2,236,800</u>	<u>139,200</u>	<u>1,814,612</u>	<u>(422,188)</u>	<u>81.13%</u>
Changes in fund balance	28,530	143,730	<u>\$ 593,768</u>	442,262	<u>\$ (430,645)</u>	
Fund balance:						
Beginning of year	<u>2,122,870</u>	<u>1,935,281</u>		<u>2,122,870</u>		
End of period	<u>2,151,400</u>	<u>2,079,011</u>		<u>2,565,132</u>		
Cash Balances at 04/30/26:						
Checking				226,491		
LAIF				<u>2,403,609</u>		
Total				<u>2,630,101</u>		

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 26

Fund	Account	Received		Estimated Revenue	Revenue	
		Current Month	Received YTD		To Be Received	% Received
10 General Fund						
3000 Property Tax						
	3001 Current Secure Property Tax	434,135.83	1,268,936.62	1,300,300.00	31,363.38	98 %
	3002 Current Unsecured Prop Tax	0.00	35,663.50	42,900.00	7,236.50	83 %
	3003 Prior Secured property Tax	385.96	9,724.73	8,200.00	-1,524.73	119 %
	3004 Prior Unsecured Property Tax	0.00	0.00	500.00	500.00	0 %
	3005 Delinquent Property Taxes	128.20	1,926.49	2,500.00	573.51	77 %
	3006 Current Supplemental Assessment	2,743.61	20,870.14	30,300.00	9,429.86	69 %
	3007 Prior supplemental assessment	0.00	0.00	2,300.00	2,300.00	0 %
	3008 Public Utility Tax	0.00	10,794.48	19,900.00	9,105.52	54 %
	3009 State Homeowners prop. Tax Relief	0.00	2,404.11	5,200.00	2,795.89	46 %
	Account Group Total:	437,393.60	1,350,320.07	1,412,100.00	61,779.93	96 %
3100						
	3101 Street light assessments	143,507.38	460,823.75	495,300.00	34,476.25	93 %
	Account Group Total:	143,507.38	460,823.75	495,300.00	34,476.25	93 %
3200						
	3201 Interest on Investments	0.00	34,370.04	30,000.00	-4,370.04	115 %
	Account Group Total:	0.00	34,370.04	30,000.00	-4,370.04	115 %
3300 INTERGOVERNMENTAL REVENUE						
	3301 Prop 68 Grant Funding	0.00	0.00	64,000.00	64,000.00	0 %
	3304 County street sweep reimbursement	0.00	0.00	85,430.00	85,430.00	0 %
	Account Group Total:	0.00	0.00	149,430.00	149,430.00	0 %
3400 RENTAL & PERMITS						
	3401 Tennis Courts Reservations	2,572.50	22,008.75	22,100.00	91.25	100 %
	3402 Tennis Instructor Private Lessons	1,937.00	12,643.50	18,900.00	6,256.50	67 %
	3403 Basketball Court Reservations	7.37	1,063.36	0.00	-1,063.36	%
	3404 Sand Volleyball Court Reservations	0.00	79.50	0.00	-79.50	%
	3405 Rossmoor Park Ball Field Reservations	2,308.17	9,662.12	14,200.00	4,537.88	68 %
	3406 Rush Park Ball field reservations	2,793.50	13,211.82	13,100.00	-111.82	101 %
	3407 Pickleball Reservation	4,777.50	45,946.00	54,100.00	8,154.00	85 %
	3408 Pickleball Instructor Private Lessons	33.00	1,013.50	700.00	-313.50	145 %
	3411 Signature Wall Banner Rental	22.00	283.00	300.00	17.00	94 %
	3421 Tree Revenue	300.00	4,810.00	5,300.00	490.00	91 %
	3431 Rossmoor Building Rental	462.00	7,740.00	2,600.00	-5,140.00	298 %
	3432 Rossmoor Park Picnic Site	961.96	4,556.02	2,600.00	-1,956.02	175 %
	3441 Montecito Building Rental	4,527.24	36,442.02	26,300.00	-10,142.02	139 %
	3451 Rush Building Rental	12,738.64	92,807.53	90,000.00	-2,807.53	103 %
	3452 Rush Park Picnic Site	904.00	9,248.38	7,400.00	-1,848.38	125 %
	3453 Rush Park Kitchen	0.00	1,594.92	1,100.00	-494.92	145 %
	Account Group Total:	34,344.88	263,110.42	258,700.00	-4,410.42	102 %
3500						
	3501 MISC REVENUE	108,321.61	121,599.49	10,000.00	-111,599.49	*** %
	3502 Sponsorships	9,400.00	25,650.00	25,000.00	-650.00	103 %
	Account Group Total:	117,721.61	147,249.49	35,000.00	-112,249.49	421 %

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Revenue Budget vs Actuals
For the Accounting Period: 4 / 26

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Report ID: B110C

Fund	Account	Received Current Month	Received YTD	Estimated Revenue	Revenue To Be Received	% Received
	Fund Total:	732,967.47	2,255,873.77	2,380,530.00	124,656.23	95 %
	Grand Total:	732,967.47	2,255,873.77	2,380,530.00	124,656.23	95 %

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 26

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	1,000.00	8,800.00	11,000.00	11,000.00	2,200.00	80%
4002	Salaries - Part-time	6,855.51	80,191.95	85,400.00	98,000.00	17,808.05	82%
4003	Overtime	247.93	5,960.94	12,360.00	12,360.00	6,399.06	48%
4005	Salaries - Event Attendant	437.75	3,526.54	0.00	3,200.00	-326.54	110%
4006	SALARIES - ADMINISTRATION	26,720.54	258,446.78	305,200.00	318,900.00	60,453.22	81%
4007	VEHICLE ALLOWANCE (MILEAGE	93.25	1,250.58	3,250.00	3,250.00	1,999.42	38%
4008	SALARIES - PARK AND RECREATION	15,104.32	149,768.72	180,600.00	180,600.00	30,831.28	83%
4009	SALARIES - Park /TREE MAINTENANCE	5,355.69	58,315.22	63,300.00	63,300.00	4,984.78	92%
4010	Workers Compensation Insurance	0.00	0.00	11,100.00	11,100.00	11,100.00	0%
4011	Medical Insurance	8,421.49	91,618.43	128,560.00	110,000.00	18,381.57	83%
4015	Federal Payroll Tax -FICA	4,420.77	45,889.84	70,530.00	54,800.00	8,910.16	84%
4019	Deferred Comp - ER Match	1,633.00	16,051.65	15,700.00	19,600.00	3,548.35	82%
5002	Insurance - Liability	0.00	54,643.00	57,300.00	57,300.00	2,657.00	95%
5004	Memberships and Dues	0.00	8,759.82	11,100.00	11,100.00	2,340.18	79%
5006	Travel & Meetings	1,855.00	6,290.15	5,900.00	5,900.00	-390.15	107%
5007	Televised Meeting Costs	0.00	8,249.28	14,000.00	14,000.00	5,750.72	59%
5008	Gasoline	0.00	3,141.21	5,600.00	5,600.00	2,458.79	56%
5010	Publications & Legal Notices	0.00	1,730.00	8,400.00	8,400.00	6,670.00	21%
5012	Printing	823.06	4,047.90	4,500.00	4,500.00	452.10	90%
5014	Postage	20.00	406.94	2,200.00	2,200.00	1,793.06	18%
5016	Office & Meeting Supplies	1,798.54	10,638.17	16,700.00	16,700.00	6,061.83	64%
5018	Janitorial Supplies	0.00	12,826.33	22,100.00	22,100.00	9,273.67	58%
5020	Telephone	1,207.03	11,854.53	11,100.00	15,300.00	3,445.47	77%
5021	Computer/Email/Server Costs	1,005.90	8,500.56	9,500.00	9,500.00	999.44	89%
5030	Vehicle Maintenance	996.45	2,459.77	11,100.00	11,100.00	8,640.23	22%
5032	Building & Grounds-Maintenance	2,068.37	42,623.64	104,400.00	104,400.00	61,776.36	41%
5045	Miscellaneous Expenditures	3,689.63	14,973.63	22,300.00	22,300.00	7,326.37	67%
5046	Bank Service Charge	72.21	1,660.52	4,500.00	4,500.00	2,839.48	37%
5610	Legal Services	6,016.00	52,527.00	46,400.00	51,700.00	-827.00	102%
5615	Financial Audit-Consulting	0.00	19,000.00	21,200.00	21,200.00	2,200.00	90%
5620	Outsource Financial Consultant	4,100.00	37,100.50	50,100.00	53,000.00	15,899.50	70%
5670	Other Professional Services	2,978.76	52,523.23	51,750.00	65,750.00	13,226.77	80%
6010	Equipment	0.00	123.92	0.00	0.00	-123.92	0%
6019	Vehicles	0.00	0.00	10,000.00	22,000.00	22,000.00	0%
6025	Software	0.00	857.52	11,140.00	11,140.00	10,282.48	8%
	Account Total:	96,921.20	1,074,758.27	1,388,290.00	1,425,800.00	351,041.73	75%
5020 Recreation							
5017	Community Events	0.00	68,034.73	90,000.00	90,000.00	21,965.27	76%
	Account Total:	0.00	68,034.73	90,000.00	90,000.00	21,965.27	76%
5030 Rossmoor Park							
5022	Utilities	940.52	11,259.47	13,930.00	13,930.00	2,670.53	81%
5023	Water	4,705.56	53,618.35	66,840.00	72,000.00	18,381.65	74%
5025	SECURED PROP TAX	0.00	1,063.34	1,340.00	1,340.00	276.66	79%
5032	Building & Grounds-Maintenance	247.00	1,052.00	0.00	0.00	-1,052.00	0%
5034	Alarm Systems/Security	0.00	651.00	1,110.00	1,110.00	459.00	59%
5045	Miscellaneous Expenditures	20.47	6,098.62	7,080.00	7,080.00	981.38	86%

ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 26

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 General Fund							
5051	Equipment Rental	0.00	0.00	570.00	570.00	570.00	0%
5052	Minor Facility Repairs /Tools	0.00	264.32	1,110.00	2,110.00	1,845.68	13%
5655	Landscape Maintenance / Janitorial	3,050.00	29,642.00	37,100.00	37,100.00	7,458.00	80%
6005	Buildings and Improvements	0.00	59,918.09	0.00	60,200.00	281.91	100%
	Account Total:	8,963.55	163,567.19	129,080.00	195,440.00	31,872.81	84%
5040 Montecito Center							
5022	Utilities	141.81	1,983.75	2,220.00	2,220.00	236.25	89%
5023	Water	204.75	4,049.27	5,020.00	5,020.00	970.73	81%
5025	SECURED PROP TAX	0.00	893.00	1,110.00	1,110.00	217.00	80%
5032	Building & Grounds-Maintenance	129.00	860.00	0.00	0.00	-860.00	0%
5034	Alarm Systems/Security	0.00	282.00	720.00	720.00	438.00	39%
5045	Miscellaneous Expenditures	0.00	210.00	570.00	570.00	360.00	37%
5052	Minor Facility Repairs /Tools	212.41	212.41	570.00	3,770.00	3,557.59	6%
5655	Landscape Maintenance / Janitorial	382.50	3,825.00	4,100.00	4,100.00	275.00	93%
6005	Buildings and Improvements	3,090.00	3,090.00	15,000.00	0.00	-3,090.00	0%
	Account Total:	4,160.47	15,405.43	29,310.00	17,510.00	2,104.57	88%
5050 Rush Park							
5022	Utilities	2,412.61	26,707.27	35,210.00	35,210.00	8,502.73	76%
5023	Water	2,271.26	41,711.57	55,700.00	50,540.00	8,828.43	83%
5025	SECURED PROP TAX	0.00	4,069.50	4,680.00	4,680.00	610.50	87%
5032	Building & Grounds-Maintenance	0.00	1,084.00	0.00	0.00	-1,084.00	0%
5034	Alarm Systems/Security	141.00	282.00	900.00	900.00	618.00	31%
5045	Miscellaneous Expenditures	0.00	467.05	570.00	570.00	102.95	82%
5051	Equipment Rental	0.00	659.62	1,680.00	1,680.00	1,020.38	39%
5052	Minor Facility Repairs /Tools	34.95	579.85	570.00	1,570.00	990.15	37%
5655	Landscape Maintenance / Janitorial	3,050.00	29,642.00	37,100.00	37,100.00	7,458.00	80%
6005	Buildings and Improvements	1,330.00	16,035.00	37,250.00	71,500.00	55,465.00	22%
	Account Total:	9,239.82	121,237.86	173,660.00	203,750.00	82,512.14	60%
5060 Street Lighting							
5650	Street Lighting and Maintenance	10,855.11	106,330.23	124,400.00	124,400.00	18,069.77	85%
	Account Total:	10,855.11	106,330.23	124,400.00	124,400.00	18,069.77	85%
5070 Street Sweeping							
5642	Street Sweeping	6,969.98	68,134.91	85,430.00	85,430.00	17,295.09	80%
	Account Total:	6,969.98	68,134.91	85,430.00	85,430.00	17,295.09	80%
5080 Parkway Trees							
5017	Community Events	0.00	0.00	1,680.00	1,680.00	1,680.00	0%
5656	Tree Trimming	0.00	141,496.70	145,340.00	145,340.00	3,843.30	97%
5660	TREE REMOVAL	0.00	3,340.00	3,340.00	19,340.00	16,000.00	17%
6015	Trees	555.00	34,552.20	50,130.00	34,130.00	-422.20	101%
	Account Total:	555.00	179,388.90	200,490.00	200,490.00	21,101.10	89%

05/14/26
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ROSSMOOR COMMUNITY SERVICES DISTRICT
Statement of Expenditure - Budget vs. Actual Report
For the Accounting Period: 4 / 26

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Report ID: B100C

Fund Account	Object	Committed Current Month	Committed YTD	Original Appropriation	Current Appropriation	Available Appropriation	% Committed
10 General Fund							
5090 Mini-Parks and Medians							
5022	Utilities	28.08	661.64	570.00	570.00	-91.64	116%
5023	Water	1,123.81	13,215.65	11,140.00	15,000.00	1,784.35	88%
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	52.06	110.00	110.00	57.94	47%
5655	Landscape Maintenance / Janitorial	382.50	3,824.75	4,100.00	4,100.00	275.25	93%
	Account Total:	1,534.39	17,754.10	16,140.00	20,000.00	2,245.90	89%
	Account Group Total:	139,199.52	1,814,611.62	2,236,800.00	2,362,820.00	548,208.38	77%
	Fund Total:	139,199.52	1,814,611.62	2,236,800.00	2,362,820.00	548,208.38	77%
	Grand Total:	139,199.52	1,814,611.62	2,236,800.00	2,362,820.00	548,208.38	77%

**EXPLANATION OF SIGNIFICANT VARIANCES FROM BUDGETED AMOUNTS APRIL
2026**

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

Account Code	%	Item	Explanation
3401	100	Tennis Court Reservations	Higher rental of courts
3406	101	Rush Park Ball Field Reservations	Higher rental of fields
3408	145	Pickleball Instructor Private Lessons	Pickleball Instructor reserving more court time
3431	298	Rossmoor Building Rental	Higher rental of Community Room
3432	175	Rossmoor Park Picnic Site	Higher rental of picnic sites particularly new site with canopy
3441	139	Montecito Building Rental	Higher rental of Montecito Center
3451	103	Rush Building Rental	Higher rental of Rush Park building facilities
3452	125	Rush Park Picnic Site	Higher rental of picnic sites
3453	145	Rush Park Kitchen	Higher usage in July and August

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

Account Code	%	Item	Explanation
5010-4010	0	Workers Compensation Insurance	Premium payment will be paid in June
5010-5006	107	Travel & Meetings	CSDA Leadership Summits for General Manager and President; partially covered by scholarships not yet received
5010-5030	22	Vehicle Maintenance	No major expenses for vehicles this far for fiscal year
5010-5610	102	Legal Services	Largely due to the review of proposed policies and drafting of agreements related to recent bids and RFP's
5080-5656	97	Tree Trimming	Tree trimming for public safety; do not anticipate going over budget
5080-5660	17	Tree Removal	Tree removal for public safety; adjustment made in mid-year budget

06/03/26
09:17:38

ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/26

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* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1640	206505	919 US BANK	11,655.38					
	Credit Card Statement							
1	USPS		209.60			10 5010	5014	1010
	Postage							
2	LA Custom Blinds		998.07			10 5040	5052	1010
	Montecito Roller Shades							
3	The Kabob Shop		97.56			10 5010	5016	1010
	Committee Meeting Meal							
4	Uline		81.39			10 5040	5045	1010
	Montecito Exit Sign							
5	CFBTCL		549.46			10 5010	5020	1010
	Monthly Phone Service							
6	LA Custom Blinds		998.07			10 5040	5052	1010
	Montecito Roller Shades							
7	Cart Mart		487.67			10 5010	5030	1010
	Melvin Brake Service							
8	Economic Laundry		40.00			10 5010	5045	1010
	Laundry Service							
9	USPS		23.20			10 5010	5014	1010
	Postage							
10	Microsoft		341.38			10 5010	5021	1010
	Monthly Service							
11	Zoom		33.98			10 5010	5016	1010
	Monthly Service							
12	Amazon		86.80			10 5010	5016	1010
	Certificate Paper & Flash Drives							
13	All American Sign		1,413.17			10 5010	5032	1010
	E-Bike Park Signs							
14	New Year Metal Finishing		400.00			10 5010	5030	1010
	Ford Ranger Tire Sensors (4)							
15	Los Alamitos Chamber		60.00			10 5010	5004	1010
	Chamber Luncheon							
16	Lakewood Nursery		44.95			10 5080	5017	1010
	Arbor Day Tree							
17	Ralphs		54.58			10 5020	5017	1010
	Senior Day Snacks							
18	Ganahl Lumber		130.88			10 5010	5032	1010
	Concrete Mix for e-bike signs							
19	Ganahl Lumber		65.55			10 5010	5032	1010
	Concrete Mix for e-bike sign							
20	Starbucks		66.00			10 5020	5017	1010
	Senior Day Coffee							
21	Home Depot		115.29			10 5080	5017	1010
	Arbor Day Plants							

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/26

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* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
22	Staples		436.76			10 5010	5016	1010
	Printer Ink							
23	Waxy Sanitary Supply		553.31			10 5010	5018	1010
	Disinfectant							
24	All American Sign		49.16			10 5010	5032	1010
	E-bike Signs Hardware							
25	USPS		21.54			10 5010	5014	1010
	Postage							
26	Hot Off The Grill		59.99			10 5010	5016	1010
	CJPIA Meeting Meal							
27	Valley Alarm		40.00			10 5010	5016	1010
	Alarm Batteries							
28	Constant Contact		62.00			10 5010	5670	1010
	Monthly Fee							
29	Survey Monkey		99.00			10 5010	5670	1010
	Monthly Fee							
30	Amazon		23.99			10 5010	5016	1010
	Coffee Creamer							
31	USPS		35.32			10 5010	5014	1010
	Postage							
32	Amazon		27.92			10 5010	5016	1010
	Memory Card							
33	Amazon		48.28			10 5010	5045	1010
	Security Camera							
34	FatCow		58.98			10 5010	6025	1010
	Domain Renewal							
35	Ralphs		47.36			10 5010	5016	1010
	Water							
36	Starbucks		44.00			10 5020	5017	1010
	Senior Day Coffee							
37	Uline		3,750.17			10 5010	5018	1010
	Janitorial Supplies							
1641	20651S 999999 GREG BEARD		386.00					
	Deposit Refund							
1	Deposit Refund		386.00			10 2220		1010
1642	20652S 999999 MICHAEL F. LOW		220.50					
	Deposit Refund							
1	Deposit Refund		220.50			10 2220		1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/26

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* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1643	20653S 999999	SHANKAR RAM	53.00					
	Refund for Podium (did not use)							
1	Refund for Podium (did not use)		53.00			10 2220		1010
1644	20654S 102	EVENT NEWS-ENTERPRISE	135.00					
	Advertisement							
1	stmt 6738	Advertisement	135.00			10 5010	5010	1010
1645	20655S 304	FLEXTG	257.75					
	Contract usage charge							
1	INV71749-F 04/20/26	Contract usage charge	257.75*			10 5010	5012	1010
1646	20656S 105	ICE MACHINE SALES & SERVICE CO	844.84					
	409 cleaner and misc.							
1	0230631-IN 05/08/26	409 cleaner and misc.	249.53			10 5010	5032	1010
2	0230629-IN 05/08/26	409 cleaner and misc.	595.31			10 5010	5032	1010
1647	20657S 1098	Interwest Consulting Group Inc.	380.00					
	Rossmoor Park Canopy Project							
1	3861903 05/13/26	Rossmoor Park Canopy Project	380.00			10 5050	6005	1010
1648	20658S 1093	Sharon Landers	42.05					
	Mileage Reimbursement							
1	Mileage Reimbursement		42.05			10 5010	4007	1010
1649	20659S 1090	Platinum Strategies Inc.	4,100.00					
	Monthly Services - April 2026							
1	1247 04/30/26	Monthly Services - April 2026	4,100.00			10 5010	5620	1010
1650	20660S 899	SCA OF CA, LLC	6,969.98					
	Monthly Sweeping Service							
1	CA0943248 05/05/26	Monthly Sweeping Service	6,969.98			10 5070	5642	1010
1651	20661S 1064	Sir Speedy	415.15					
	Metal Sign - No E-Bikes							
1	107802 04/28/26	Metal Sign - No E-Bikes	415.15			10 5010	5045	1010
1652	20662S 96	SITE ONE LANDSCAPE SUPPLY LLC	172.88					
	Rain Bird Diaphragm Assembly							
1	165942653- 03/24/26	Rain Bird Diaphragm Assemb	172.88			10 5010	5032	1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
Claim Details
For the Accounting Period: 5/26

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* ... Over spent expenditure

Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1653	20663S 999999	STAFFORD HR CONSULTING	1,800.00					
	Services							
1	022-002 04/10/26	Services	1,800.00			10 5010	5670	1010
1654	20664S 309	TRIEPEI SMITH	920.00					
	meeting video production							
1	17066 04/30/26	Meeting Video Production	920.00			10 5010	5007	1010
1655	20665S 994	VALLEY ALARM	138.00					
	Quarterly Billing							
1	1380181 05/06/26	Quarterly Billing	138.00			10 5030	5034	1010
1656	20666S 1048	Vital Records Control	216.85					
	Standard Monthly Fee							
1	6409363 04/30/26	Standard Monthly Fee	216.85			10 5010	5045	1010
1657	20667S 999999	LISA MAIS	275.75					
	Deposit Refund							
1	Deposit Refund		275.75			10 2220		1010
1658	20668S 999999	LAHS DRAMA BOOSTERS & NISHA	275.75					
	Deposit Refund							
1	Deposit Refund		275.75			10 2220		1010
1659	20669S 999999	ERIKA ALVAREZ	275.75					
	Deposit Refund							
1	Deposit Refund		275.75			10 2220		1010
1660	20670S 49	CITY OF BREA	2,160.00					
	Contracted IT Services							
1	ASIT001599 05/14/26	Contracted IT Services	2,160.00			10 5010	5670	1010
1661	20671S 999999	DIGITAL INSTALLERS, INC.	225.00					
	Board meeting sound system							
1	05192026-0 05/19/26	Board meeting sound system	225.00			10 5010	5032	1010
1662	20672S 304	FLEXTG	282.41					
	Rossmoor Community Services							
1	INV93949-F 05/21/26	Rossmoor Community Service	282.41*			10 5010	5012	1010

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ROSSMOOR COMMUNITY SERVICES DISTRICT
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For the Accounting Period: 5/26

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Claim Line #	Check Invoice #/Inv Date/Description	Vendor #/Name/	Document \$/ Line \$	Disc \$	PO #	Fund Org Acct	Object Proj	Cash Account
1663	20673S	212 JONES & MAYER	7,134.00					
	For Professional Services							
1	141911 04/30/26	For Professional Services	7,134.00*			10 5010	5610	1010
1664	20674S	737 ROGERS, ANDERSON, MALODY & SCOTT	1,350.00					
	Preparation of State Controllers Annual Financial Transaction report							
1	80812 04/30/26	Prep Financial Report	1,350.00			10 5010	5615	1010
1665	20675S	22 WEST COAST ARBORISTS, INC.	712.65					
	25-26 Tree Maintenance							
1	243872 04/30/26	25-26 Tree Maintenance	712.65*			10 5080	6015	1010
1666	20676S	1008 West Coast Electric	9,500.00					
	Auditorium Panel Upgrade Project							
1	5251 05/15/26	Auditorium Panel Project	9,500.00			10 5050	6005	1010
	# of Claims	27	Total:	50,898.69				

MAY 2026 CREDIT CARD STATEMENT

MERCHANT/DESCRIPTION	TRANSACTION		AMOUNT	INVOICE #/NOTES	APPROVAL
	DATE	ACCOUNT CODE			
USPS	4/27/2026	5010-5014	\$ 51.60	Postage	SL
Amazon	4/27/2026	5010-5016	\$ 23.25	TV Remote	SL
CFBTEL	4/28/2026	5010-5020	\$ 549.46	Monthly Phone Service	SL
Target	4/29/2026	5010-5016	\$ 11.88	Coffee Cups	SL
OC Public Works	4/30/2026	5020-5017	\$ 4,800.00	Deposit for Festival Permits	SL
Uline	5/1/2026	5010-5018	\$ 283.85	Janitorial Supplies	SL
USPS	5/1/2026	5010-5014	\$ 11.60	Postage	SL
Staples	5/2/2026	5010-5016	\$ 195.22	Coffee Cups	SL
Microsoft	5/4/2026	5010-5021	\$ 341.38	Monthly Fee	SL
5th Ave Bagelry	5/1/2026	5010-5016	\$ 85.07	CJPIA Meeting Meal to be reimbursed	SL
Zoom	5/5/2026	5010-5016	\$ 33.98	Monthly Fee	SL
Ben's Seal Beach	5/6/2026	5010-5030	\$ 105.51	F-150 Oil Change	SL
Ben's Seal Beach	5/6/2026	5010-5030	\$ 88.92	Ranger Oil Change	SL
Ralphs	5/7/2026	5010-5016	\$ 31.96	Water	SL
Ganahl	5/7/2026	5010-5045	\$ 235.11	Paint Brushes & Rollers	SL
CVS	5/12/2026	5010-5016	\$ 11.93	Eye wash	SL
Lakewood Nursery	5/12/2026	5030-5045	\$ 223.78	Rossmoor Park Plants	SL
A&J Portable	5/12/2026	5020-5017	\$ 1,000.00	June Festival Portable	SL
Amazon	5/13/2026	5010-5016	\$ 14.62	Binder Clips	SL
Amazon	5/13/2026	5010-5016	\$ 5.27	Pens	SL
Amazon	5/13/2026	5010-5016	\$ 31.99	Kraft Paper Bags	SL
Amazon	5/13/2026	5010-5016	\$ 73.27	Cups	SL
Amazon	5/13/2026	5010-5016	\$ 9.57	Iphone Screen Protector	SL
Ralphs	5/14/2026	5010-5016	\$ 61.09	CJPIA training meal to be reimbursed	SL
Amazon	5/14/2026	5010-5016	\$ 31.60	9 Volt Batteries	SL
Jersey Mikes	5/14/2026	5010-5016	\$ 134.92	CJPIA training meal to be reimbursed	SL
Simone's Donuts	5/15/2026	5010-5016	\$ 43.00	CJPIA training meal to be reimbursed	SL
Staples	5/16/2026	5010-5016	\$ 51.81	Eye wash for First Aid kit	SL
USPS	5/18/2026	5010-5014	\$ 20.96	Postage	SL
CartMart	5/18/2026	5010-6019	\$ 4,252.85	Golf Cart Deposit	SL
Amazon	5/19/2026	5010-5016	\$ (5.27)	Return Credit	SL
MSC	5/20/2026	5010-5045	\$ 63.69	Exit Sign Batteries	SL
Constant Contact	5/19/2026	5010-5670	\$ 62.00	Monthly Fee	SL
Canva	5/21/2026	5010-5021	\$ (1.00)	Credit for Test Transaction	SL
Ralphs	5/20/2026	5010-5016	\$ 47.34	Water	SL
Survey Monkey	5/20/2026	5010-5670	\$ 99.00	Monthly Fee	SL
MSC	5/21/2026	5010-5045	\$ 222.30	Exit Sign Batteries	SL
Grainger	5/20/2026	5010-5045	\$ 55.98	Rush Park Hot Water Cover	SL
Canva	5/21/2026	5010-5021	\$ 1.00	Test Transaction	SL
AED Superstore	5/21/2026	5010-5045	\$ 363.66	AED Infant Kit	SL
Canva	5/21/2026	5010-5021	\$ 119.99	Yearly Fee	SL
Staples	5/22/2026	5010-5016	\$ (195.22)	Return Credit	SL
Clean Wave Express	5/22/2026	5010-5030	\$ 25.00	Car Wash	SL

TOTAL

\$ 13,673.92

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM F-1

Date: June 9, 2026

To: Honorable Board of Directors

From: General Manager Sharon Landers
Financial Consultant Joshua Byerrum

Subject: PUBLIC HEARING - FISCAL YEAR 2026-2027 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 2026-2027 Proposed Final Budget;
2. Receive the FY 2026-2027 Proposed Final Budget presentation from the General Manager and Financial Consultant;
3. Take public testimony;
4. Close the public hearing
5. Deliberate; and
6. Approve the First Reading of the Fiscal Year 2026-2027 Proposed Final Budget.

BACKGROUND

On March 26, 2026, the Budget Committee met to review the RCSD FY 2025-2026 Estimate to Close and the FY 2026-2027 Preliminary Budget. The General Manager and Financial 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 recommended salary adjustments, step increases, conversion of a 29-hour part-time staff position to full-time and a 3% cost of living adjustment. At the April 14, 2026 Board meeting, it was requested that a Special Meeting of the Board be scheduled to discuss several items in more depth. A Special Meeting of the Board was held on April 28, 2026 and, among other things, the Board of Directors approved the salary adjustments, step increases and conversion of the staff position to full time effective July 1, 2026.

The Fiscal Year 2026-2027 Preliminary Budget was presented to the Board of Directors at the May 12, 2026 regular Board meeting. The Board of Directors reviewed the FY 2025-2026 Estimate to Close and the FY 2026-2027 Preliminary Budget. On May 12, 2026 the

Board of Directors passed Resolution No. 26-05-12-01: A Resolution approving and adopting the annual appropriations limit for fiscal year 2026-2027.

INFORMATION

This is the first of two public hearings required by RCSD Policy No. 3020 on the Final Budget. Public notice was provided in accordance with Policy No. 3020. A second public hearing will be held on the Final Budget at the Board's July Board meeting.

The General Manager and Financial Consultant have thoroughly reviewed the FY 2025-2026 Estimate to Close and the FY 2026-2027 Preliminary Budget. The Final 2025-2026 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 Board of Directors at a future meeting. The Estimate to Close Budget is considered sufficiently accurate for adoption of the FY 2026-2027 Final Budget.

Upon the Board of Directors approval of the FY 2026- 2027 Proposed Final Budget at its July Board meeting, the Board of Directors will be asked to adopt the Annual Budget Revenues and Expenditures Total Amounts by resolution.

ATTACHMENTS

1. FY 2026-2027 Proposed Final Budget
2. FY 2026-2027 Budget Explanations
3. Notice of Public Hearing
4. Policy No. 3020 Budget Preparation
5. Draft Resolution No. 2026-07-14-01

**Rossmoor Community Services District
Preliminary Operating Budget
Summary
For the Fiscal Year 2026-2027**

	2025-2026					2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
	FY 23-24 Actual	FY 24-25 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close					
Revenues:										
Property taxes	\$ 1,300,935	\$ 1,361,101	\$ 1,390,900	\$ 1,412,100	\$ 1,414,600	\$ 1,464,200	\$ 1,515,500	\$ 1,568,400	\$ 1,623,400	\$ 1,680,100
Street light assessments	454,142	476,211	486,500	495,300	495,300	512,600	530,500	549,100	568,300	588,200
Interest on investments	82,043	79,094	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
From Other Governmental Agencies	118,282	79,254	85,430	149,430	149,430	88,000	90,600	93,300	96,100	99,000
Permit and Rental Fees	211,869	278,049	237,500	258,700	282,100	288,700	302,900	317,700	333,300	349,800
Miscellaneous	49,201	70,661	35,000	35,000	65,000	65,000	65,000	65,000	65,000	65,000
Total Revenues	2,216,472	2,344,371	2,266,330	2,380,530	2,436,430	2,448,500	2,534,500	2,623,500	2,716,100	2,812,100
Expenditures:										
Administrative	1,155,754	1,288,347	1,388,290	1,425,800	1,417,800	1,452,100	1,520,000	1,584,900	1,615,400	1,682,200
Recreation	75,376	98,899	90,000	90,000	87,000	87,500	90,100	92,800	95,600	98,500
Rossmoor Park	178,128	184,294	129,080	195,440	203,440	156,070	162,620	169,570	176,720	184,170
Montecito Center	12,842	15,592	29,310	17,510	17,510	28,250	29,300	30,350	31,400	32,450
Rush Park	170,823	114,729	173,660	203,750	203,750	153,020	159,540	166,290	173,370	180,870
Street Lighting	118,607	122,799	124,400	124,400	124,400	128,100	131,900	135,900	140,000	144,200
Street Sweeping	84,996	79,254	85,430	85,430	85,430	88,000	90,600	93,300	96,100	99,000
Parkway Tree	179,477	189,874	200,490	200,490	200,490	206,530	212,800	219,200	225,800	232,700
Mini-Parks and Median	14,631	19,789	16,140	20,000	20,000	21,100	22,200	23,300	24,500	25,700
Capital projects - Miscellaneous	-	-	-	-	-	-	-	-	-	-
Debt services - Principals	-	-	-	-	-	-	-	-	-	-
Debt services - Interest	-	-	-	-	-	-	-	-	-	-
Total Expenditures	1,990,634	2,113,579	2,236,800	2,362,820	2,359,820	2,320,670	2,419,060	2,515,610	2,578,890	2,679,790
Change In Fund Balance*	225,838	230,791	28,530	17,710	76,610	127,830	115,440	107,890	137,210	132,310
Fund Balance:										
Beginning of Period	1,935,281	1,935,281	2,166,072	2,166,072	2,166,072	2,242,682	2,345,512	2,418,152	2,226,042	2,363,252
Change in Operation Fund Balance						127,830	115,440	107,890	137,210	132,310
Grant/Financing								300,000		
Capital Expenses						(25,000)	(42,800)	(600,000)	-	(337,400)
End of Period	\$ 2,161,119	\$ 2,166,072	\$ 2,194,602	\$ 2,183,782	\$ 2,242,682	\$ 2,345,512	\$ 2,418,152	\$ 2,226,042	\$ 2,363,252	\$ 2,158,162

There was a change in presentation between FY 2025-2026 and FY 2026-2027. In FY 2025-2026 there was \$164,840 capital expenditures included in the total operating expenses. In FY 2026-2027 capital expenditures are shown as a reduction of the Capital Expense Reserve.

**Rossmoor Community Services District
Preliminary Operating Budget
Revenues
For the Fiscal Year 2026-2027**

Description	2025-2026											
	FY 23-24 Actual	FY 24-25 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close	2025-2026 Amended Budget	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast	
Property Taxes												
10.3001	Current secured property tax	\$ 1,197,379	\$ 1,250,281	\$ 1,282,700	\$ 1,300,300	\$ 1,302,800	\$ 1,302,800	\$ 1,348,400	\$ 1,395,600	\$ 1,444,400	\$ 1,495,000	\$ 1,547,300
10.3002	Current unsecured property tax	36,554	41,208	39,300	42,900	42,900	42,900	44,400	46,000	47,600	49,300	51,000
10.3003	Prior secured property tax	8,218	9,448	8,200	8,200	8,200	8,200	8,500	8,800	9,100	9,400	9,700
10.3004	Prior unsecured property tax	525	529	500	500	500	500	500	500	500	500	500
10.3005	Delinquent property taxes	2,333	2,248	2,500	2,500	2,500	2,500	2,600	2,700	2,800	2,900	3,000
10.3006	Current supplemental assessment	30,026	31,087	30,300	30,300	30,300	30,300	31,400	32,500	33,600	34,800	36,000
10.3007	Prior supplemental assessment	2,085	1,562	2,300	2,300	2,300	2,300	2,400	2,500	2,600	2,700	2,800
10.3008	Public utility	18,869	19,825	19,900	19,900	19,900	19,900	20,600	21,300	22,000	22,800	23,600
10.3009	State-Homeowners Prop. Tax Relief	4,948	4,912	5,200	5,200	5,200	5,200	5,400	5,600	5,800	6,000	6,200
Total property taxes		1,300,935	1,361,101	1,390,900	1,412,100	1,414,600	1,414,600	1,464,200	1,515,500	1,566,400	1,623,400	1,680,100
Street Light Assessment												
10.3101	Street light assessment	454,142	476,211	486,500	495,300	495,300	495,300	512,600	530,500	549,100	568,300	588,200
Interest on Investments												
10.3201	Interest	82,043	79,094	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000	30,000
From Other Governmental Agencies												
10.3301	Prop 68 Grant Funding	39,824	-	-	64,000	64,000	64,000	-	-	-	-	-
10.3304	County-Street Sweep Reimbursement	78,458	79,254	85,430	85,430	85,430	85,430	88,000	90,600	93,300	96,100	99,000
Total other governmental agencies		118,282	79,254	85,430	149,430	149,430	149,430	88,000	90,600	93,300	96,100	99,000
Permit and Rental Fees												
10.3401	Tennis Court Reservations	18,391	23,800	22,100	22,100	22,100	22,100	24,000	25,200	26,500	27,800	29,200
10.3402	Tennis Instructor Private Lessons	18,949	21,495	18,900	18,900	18,900	18,900	20,500	21,500	22,600	23,700	24,900
10.3403	Basketball Court Reservations	1,657	1,098	-	-	-	-	-	-	-	-	-
10.3404	Sand Volleyball Court Reservations	73	134	-	-	-	-	-	-	-	-	-
10.3405	Rossmoor Park Ball Field Reservations	10,700	13,470	14,200	14,200	14,200	14,200	15,400	16,200	17,000	17,900	18,800
10.3406	Rush Park Ball Field Reservations	15,124	14,100	13,100	13,100	13,100	13,100	14,200	14,900	15,600	16,400	17,200
10.3407	Pickleball Court Reservations	18,194	57,358	44,100	54,100	54,100	54,100	58,800	61,700	64,800	68,000	71,400
10.3408	Pickleball Instructor Private Lessons	-	825	700	700	700	700	1,400	1,500	1,600	1,700	1,800
10.3411	Signature Wall Banner Rental	360	251	300	300	300	300	300	300	300	300	300
10.3421	Tree Services & Memorial	3,333	2,216	5,300	5,300	5,000	5,000	5,000	5,000	5,000	5,000	5,000
10.3422	Tree Violation Fines	1,470	2,500	-	-	300	300	-	-	-	-	-
10.3431	Rossmoor Building Rental	5,405	12,132	2,600	2,600	2,600	2,600	2,800	2,900	3,000	3,200	3,400
10.3432	Rossmoor Park Picnic Site	3,241	3,209	2,600	2,600	4,000	4,000	4,300	4,500	4,700	4,900	5,100
10.3433	Rossmoor Park Horseshoe Rentals	-	-	-	-	-	-	-	-	-	-	-
10.3441	Montecito Building Rental	28,699	40,123	26,300	26,300	48,300	48,300	35,000	36,800	38,600	40,500	42,500
10.3451	Rush Building Rental	78,461	75,634	78,800	90,000	90,000	90,000	97,800	102,700	107,800	113,200	118,900

**Rossmoor Community Services District
Preliminary Operating Budget
Revenues
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2025-2026 Amended Budget	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget							
10.3452 Rush Park Picnic Site	8,427	9,135	7,400	7,400	7,400	7,400	8,000	8,400	8,800	9,200	9,700
10.3453 Rush Park Kitchen	1,385	769	1,100	1,100	1,100	1,100	1,200	1,300	1,400	1,500	1,600
Total permit and rental fees	211,869	278,049	237,500	258,700	282,100	262,100	288,700	302,900	317,700	333,300	349,800
Miscellaneous Revenues											
10.3501 Miscellaneous	17,201	33,511	10,000	10,000	40,000	40,000	40,000	40,000	40,000	40,000	40,000
10.3502 Sponsorship	32,000	37,150	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
Total miscellaneous revenues	49,201	70,661	35,000	35,000	65,000	65,000	65,000	65,000	65,000	65,000	65,000
Total revenues	\$ 2,216,472	\$ 2,344,371	\$ 2,265,330	\$ 2,380,530	\$ 2,436,430	\$ 2,436,430	\$ 2,448,500	\$ 2,534,500	\$ 2,623,500	\$ 2,716,100	\$ 2,812,100

**Rossmoor Community Services District
Preliminary Operating Budget
Department 10 - Administrative Services
For the Fiscal Year 2026-2027**

		2025-2026									
		FY 23-24	FY 24-25	Original	Amended	12-Month	2026-2027	2027-2028	2028-2029	2029-2030	2030-2031
Description		Actual	Actual	Budget	Budget	Projected Estimates to Close	Budget	Forecast	Forecast	Forecast	Forecast
Salaries and Benefits											
10.5010.4000	Board of Directors' Compensation	\$ 6,900	\$ 10,905	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,000	\$ 11,200
10.5010.4003	Overtime	13,316	15,240	12,360	12,360	12,360	13,300	14,400	14,800	15,200	15,700
10.5010.4005	Event Attendant	-	-	-	3,200	3,200	3,700	4,000	4,100	4,200	4,300
10.5010.4006	Salaries - Administrative	240,132	269,764	305,200	318,900	318,900	335,800	362,700	373,600	384,800	396,300
10.5010.4007	Mileage Reimbursement	2,018	2,260	3,250	3,250	3,250	3,300	3,400	3,500	3,600	3,700
10.5010.4008	Salaries - Park Maintenance*	184,645	179,501	180,600	180,600	180,600	232,700	251,300	258,800	266,600	274,600
10.5010.4002	Part-time Maintenance*	53,067	81,211	85,400	98,000	98,000	-	-	-	-	-
10.5010.4004	Salaries - Recreation*	-	-	-	-	-	79,500	85,900	88,500	91,200	93,900
10.5010.4009	Salaries - Tree	60,860	61,665	63,300	63,300	63,300	65,200	70,400	72,500	74,700	76,900
10.5010.4010	Workers' Compensation Insurance	10,334	10,500	11,100	11,100	11,100	11,900	12,500	13,100	13,800	14,500
10.5010.4011	Medical/Life Insurance	87,037	101,142	128,560	110,000	110,000	110,800	116,300	122,100	128,200	134,600
10.5010.4015	Payroll Taxes	47,347	49,704	70,530	54,800	54,800	59,200	63,900	65,800	67,800	69,800
10.5010.4019	Deferred Compensation Match	-	7,402	15,700	19,600	19,600	23,400	25,300	26,100	26,900	27,700
Total salaries and benefits		705,656	789,293	887,000	886,110	886,110	949,800	1,021,100	1,053,900	1,088,000	1,123,200
Operations and Maintenances											
10.5010.5002	Insurance - Liability	38,722	49,059	57,300	57,300	57,300	70,100	72,200	74,400	76,600	78,900
10.5010.5004	Membership & Dues	10,650	10,460	11,100	11,100	11,100	13,100	13,500	13,900	14,300	14,700
10.5010.5006	Meetings & Training	1,483	2,599	5,900	5,900	5,900	8,400	8,700	9,000	9,300	9,600
10.5010.5007	Televised Meeting Costs	17,223	17,362	14,000	14,000	14,000	14,400	14,800	15,200	15,700	16,200
10.5010.5008	Gasoline	2,960	3,682	5,600	5,600	5,600	5,900	6,200	6,500	6,800	7,100
10.5010.5010	Publications & Legal Notice	10,699	3,043	8,400	8,400	8,400	8,700	9,000	9,300	9,600	9,900
10.5010.5012	Printing	4,516	4,456	4,500	4,500	4,500	4,600	4,700	4,800	4,900	5,000
10.5010.5014	Postage	1,264	1,950	2,200	2,200	2,200	2,300	2,400	2,500	2,600	2,700
10.5010.5016	Office & Meeting Supplies	11,990	16,254	16,700	16,700	16,700	17,200	17,700	18,200	18,700	19,300
10.5010.5018	Janitorial Supplies	23,016	21,801	22,100	22,100	22,100	22,800	23,500	24,200	24,900	25,600
10.5010.5020	Telephone	11,629	13,472	11,100	15,300	15,300	15,800	16,300	16,800	17,300	17,800
10.5010.5021	Computer/Email/Server Costs	10,593	15,902	9,500	9,500	9,500	9,800	10,100	10,400	10,700	11,000
10.5010.5030	Vehicle Maintenance	3,004	9,121	11,100	11,100	11,100	11,400	11,700	12,100	12,500	12,900
10.5010.5032	Buildings & Grounds-Maintenance	111,985	116,139	104,400	104,400	96,400	67,500	69,500	71,600	73,700	75,900
10.5010.5045	Miscellaneous Expenditures	20,525	14,504	22,300	22,300	22,300	23,000	23,700	24,400	25,100	25,900
10.5010.5046	Bank Service Charges	3,274	3,701	4,500	4,500	4,500	4,600	4,700	4,800	4,900	5,000
10.5010.5050	Elections	-	16,465	-	-	-	15,000	-	18,000	-	18,500
Total operations and maintenance		283,523	319,968	310,700	314,900	306,900	314,600	308,700	336,100	327,600	356,000
Contract Services											
10.5010.5610	Legal Services	32,746	44,024	46,400	51,700	51,700	51,700	51,700	52,700	53,800	53,800
10.5010.5615	Financial Audit - Consulting	20,200	19,700	21,200	21,200	21,200	20,000	20,000	20,000	20,000	20,400

**Rossmoor Community Services District
Preliminary Operating Budget
Department 10 - Administrative Services
For the Fiscal Year 2026-2027**

Description	2025-2026					2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
	FY 23-24 Actual	FY 24-25 Actual	Original Budget	Amended Budget	12-Month Projected Estimates to Close					
10.5010.5620 Outsourced Financial Consultant	72,000	66,400	50,100	53,000	53,000	53,000	53,000	54,100	55,200	55,200
10.5010.5670 Other Professional Services	37,475	44,680	51,750	65,750	65,750	63,000	65,500	68,100	70,800	73,600
Total Contract Services	162,420	174,804	169,450	191,650	191,650	187,700	190,200	194,900	199,800	203,000
Capital Expenditures**										
10.5010.6010 Equipment	2,111	1,944	-	-	-	-	-	-	-	-
10.5010.6019 Vehicles	-	-	10,000	22,000	22,000	-	-	-	-	-
10.5010.6025 Software	2,044	2,339	11,140	11,140	11,140	-	-	-	-	-
Total Capital Expenditures	4,155	4,282	21,140	33,140	33,140	-	-	-	-	-
Total Expenditures	\$ 1,158,754	\$ 1,288,347	\$ 1,388,290	\$ 1,425,800	\$ 1,417,800	\$ 1,452,100	\$ 1,520,000	\$ 1,584,900	\$ 1,615,400	\$ 1,682,200

*As part of a change in budget categories, Part-Time Maintenance has been eliminated as a standalone department, with all part-time positions now budgeted within Salaries – Park Maintenance. Additionally, a new Salaries – Recreation department has been created to support community services and court attendants.

** Starting in FY 2026-2027 capital expenses will be seen as a reduction capital reserves instead of as a reduction of operating expense.

Rossmoor Community Services District
Preliminary Operating Budget
Department 20 . Recreation
For the Fiscal Year 2026-2027

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12.Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintenances										
10.5020.5017 Community Events	\$ 75,376	\$ 98,899	\$ 90,000	\$ 90,000	\$ 87,000	\$ 87,500	\$ 90,100	\$ 92,800	\$ 95,600	\$ 98,500
Total operations and maintenance	<u>75,376</u>	<u>98,899</u>	<u>90,000</u>	<u>90,000</u>	<u>87,000</u>	<u>87,500</u>	<u>90,100</u>	<u>92,800</u>	<u>95,600</u>	<u>98,500</u>
Total Expenditures	<u>\$ 75,376</u>	<u>\$ 98,899</u>	<u>\$ 90,000</u>	<u>\$ 90,000</u>	<u>\$ 87,000</u>	<u>\$ 87,500</u>	<u>\$ 90,100</u>	<u>\$ 92,800</u>	<u>\$ 95,600</u>	<u>\$ 98,500</u>

**Rossmoor Community Services District
Preliminary Operating Budget
Department 30 - Rossmoor Park
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintanances										
10.5030.5022 Utilities	\$ 13,280	\$ 12,965	\$ 13,930	\$ 13,930	\$ 13,930	\$ 14,600	\$ 15,300	\$ 16,100	\$ 16,900	\$ 17,700
10.5030.5023 Water	42,367	71,553	66,840	72,000	72,000	75,600	79,400	83,400	87,600	92,000
10.5030.5025 Secured Property Tax	1,090	1,128	1,340	1,340	1,340	1,390	1,440	1,490	1,540	1,590
10.5030.5032 Buildings & Grounds-Maintenance	-	509	-	-	8,000	15,000	15,500	16,000	16,500	17,000
10.5030.5034 Alarm Systems/Security	492	875	1,110	1,110	1,110	1,160	1,210	1,260	1,310	1,360
10.5030.5045 Miscellaneous Expenditures	5,657	5,947	7,080	7,080	7,080	7,300	7,500	7,700	7,900	8,100
10.5030.5051 Equipment Rental	-	-	570	570	570	620	670	720	770	820
10.5030.5052 Minor Facility Repairs/Tools	-	851	1,110	2,110	2,110	2,200	2,300	2,400	2,500	2,600
Total operations and maintenance	62,886	93,825	91,980	98,140	106,140	117,870	123,320	129,070	135,020	141,170
Contract Services										
10.5030.5655 Landscape Maintenance/Janitorial Services	39,312	36,150	37,100	37,100	37,100	38,200	39,300	40,500	41,700	43,000
Total Contract Services	39,312	36,150	37,100	37,100	37,100	38,200	39,300	40,500	41,700	43,000
Capital Expenditures*										
10.5030.6005 Buildings and improvements	75,930	54,319	-	60,200	60,200	-	-	-	-	-
Total Capital Expenditures	75,930	54,319	-	60,200	60,200	-	-	-	-	-
Total Expenditures	\$ 178,128	\$ 184,294	\$ 129,080	\$ 195,440	\$ 203,440	\$ 156,070	\$ 162,620	\$ 169,570	\$ 176,720	\$ 184,170
Capital expenditures breakdown:*										
Picnic Shelter - Rossmoor Park (Grant)			-	-	60,200	-	-	-	-	-
			-	-	-	-	-	-	-	-
			-	-	60,200	-	-	-	-	-

* Starting in FY 2026-2027 capital expenses will be seen as a reduction capital reserves instead of as a reduction of operating expense.

**Rossmoor Community Services District
Preliminary Operating Budget
Department 40 - Montecito Center
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintenances										
10.5040.5022 Utilities	\$ 1,942	\$ 2,322	\$ 2,220	\$ 2,220	\$ 2,220	\$ 2,300	\$ 2,400	\$ 2,500	\$ 2,600	\$ 2,700
10.5040.5023 Water	3,520	4,202	5,020	5,020	5,020	5,300	5,600	5,900	6,200	6,500
10.5040.5025 Secured Property Tax	915	945	1,110	1,110	1,110	1,160	1,210	1,260	1,310	1,360
10.5040.5032 Building & Grounds-Maintenance	-	238	-	-	-	10,000	10,300	10,600	10,900	11,200
10.5040.5034 Alarm Systems/Security	504	378	720	720	720	770	820	870	920	970
10.5040.5045 Miscellaneous Expenditures	393	-	570	570	570	620	670	720	770	820
10.5040.5052 Minor Facility Repairs/Tools	1,761	317	570	3,770	3,770	3,900	4,000	4,100	4,200	4,300
Total operations and maintenance	9,035	8,402	10,210	13,410	13,410	24,050	25,000	25,950	26,900	27,850
Contract Services										
10.5040.5655 Landscape Maintenance/Janitorial Services	3,807	7,190	4,100	4,100	4,100	4,200	4,300	4,400	4,500	4,600
Total Contract Services	3,807	7,190	4,100	4,100	4,100	4,200	4,300	4,400	4,500	4,600
Capital Expenditures*										
10.5040.6005 Buildings and improvements	-	-	15,000	-	-	-	-	-	-	-
Total Capital Expenditures	-	-	15,000	-	-	-	-	-	-	-
Total Expenditures	\$ 12,842	\$ 15,592	\$ 29,310	\$ 17,510	\$ 17,510	\$ 28,250	\$ 29,300	\$ 30,350	\$ 31,400	\$ 32,450
Capital expenditures breakdown: *										
Exterior Painting and Parking Lot Resurfacing	-	-	15,000	-	-	-	-	-	-	-
	-	-	15,000	-	-	-	-	-	-	-

* Starting in FY 2026-2027 capital expenses will be seen as a reduction capital reserves instead of as a reduction of operating expense.

**Rossmoor Community Services District
Preliminary Operating Budget
Department 50 - Rush Park
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintenances										
10.5050.5022 Utilities	\$ 28,872	\$ 30,420	\$ 35,210	\$ 35,210	\$ 35,210	\$ 37,000	\$ 38,900	\$ 40,800	\$ 42,800	\$ 44,900
10.5050.5023 Water	29,309	44,612	55,700	50,540	50,540	53,100	55,800	58,600	61,500	64,600
10.5050.5025 Secured Property Tax	4,170	4,308	4,680	4,680	4,680	4,800	4,900	5,000	5,200	5,400
10.5050.5032 Building & Grounds-Maintenance	-	520	-	-	-	15,000	15,500	16,000	16,500	17,000
10.5050.5034 Alarm Systems/Security	1,354	252	900	900	900	950	1,000	1,050	1,100	1,150
10.5050.5045 Miscellaneous Expenditures	823	1,186	570	570	570	620	670	720	770	820
10.5050.5051 Equipment Rental	2,672	-	1,680	1,680	1,680	1,730	1,800	1,900	2,000	2,100
10.5050.5052 Minor Facility Repairs/Tools	377	331	570	1,570	1,570	1,620	1,670	1,720	1,800	1,900
Total operations and maintenance	67,577	81,629	99,310	95,160	95,150	114,820	120,240	125,790	131,670	137,870
Contract Services										
10.5050.5655 Landscape Maintenance/Janitorial Services	34,392	33,100	37,100	37,100	37,100	38,200	39,300	40,500	41,700	43,000
Total Contract Services	34,392	33,100	37,100	37,100	37,100	38,200	39,300	40,500	41,700	43,000
Capital Expenditures*										
10.5050.6005 Building and Improvements	68,854	-	37,250	71,500	71,500	-	-	-	-	-
10.5050.6010 Equipment	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditures	68,854	-	37,250	71,500	71,500	-	-	-	-	-
Total Expenditures	\$ 170,823	\$ 114,729	\$ 173,660	\$ 203,750	\$ 203,750	\$ 153,020	\$ 159,540	\$ 166,290	\$ 173,370	\$ 180,870

Capital expenditures breakdown:*

Auditorium Electrical Panels	-	20,000	20,000	-	-	-	-	-	-	-
Exterior Electrical Panel	6,750	-	-	-	-	-	-	-	-	-
Playground Rubberized Surfacing Replacement	30,500	33,500	33,500	-	-	-	-	-	-	-
New Swing Structure	-	18,000	18,000	-	-	-	-	-	-	-
	<u>37,250</u>	<u>71,500</u>	<u>71,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

* Starting in FY 2026-2027 capital expenses will be seen as a reduction capital reserves instead of as a reduction of operating expense.

**Rossmoor Community Services District
Preliminary Operating Budget
Department 60 -Street Lighting
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Contract Services										
10.5060.5650 Street Lighting and Maintenance	\$ 118,607	\$ 122,799	\$ 124,400	\$ 124,400	\$ 124,400	\$ 128,100	\$ 131,900	\$ 135,900	\$ 140,000	\$ 144,200
Total Contract Services	<u>118,607</u>	<u>122,799</u>	<u>124,400</u>	<u>124,400</u>	<u>124,400</u>	<u>128,100</u>	<u>131,900</u>	<u>135,900</u>	<u>140,000</u>	<u>144,200</u>
Total Expenditures	<u>\$ 118,607</u>	<u>\$ 122,799</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 124,400</u>	<u>\$ 128,100</u>	<u>\$ 131,900</u>	<u>\$ 135,900</u>	<u>\$ 140,000</u>	<u>\$ 144,200</u>

Rossmoor Community Services District
Preliminary Operating Budget
Department 70 - Street Sweeping
For the Fiscal Year 2026-2027

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Contract Services										
10.5070.5642 Street Sweeping	\$ 84,996	\$ 79,254	\$ 85,430	\$ 85,430	\$ 85,430	\$ 88,000	\$ 90,600	\$ 93,300	\$ 96,100	\$ 99,000
Total Contract Services	<u>84,996</u>	<u>79,254</u>	<u>85,430</u>	<u>85,430</u>	<u>85,430</u>	<u>88,000</u>	<u>90,600</u>	<u>93,300</u>	<u>96,100</u>	<u>99,000</u>
Total expenditures	<u>\$ 84,996</u>	<u>\$ 79,254</u>	<u>\$ 85,430</u>	<u>\$ 85,430</u>	<u>\$ 85,430</u>	<u>\$ 88,000</u>	<u>\$ 90,600</u>	<u>\$ 93,300</u>	<u>\$ 96,100</u>	<u>\$ 99,000</u>

**Rossmoor Community Services District
Preliminary Operating Budget
Department 80 - Parkway Tree
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintenances										
10.5080.5017 Community Events	\$ 656	\$ 467	\$ 1,680	\$ 1,680	\$ 1,680	\$ 1,730	\$ 1,800	\$ 1,900	\$ 2,000	\$ 2,100
10.5080.6015 Tree Replacement	35,222	44,522	50,130	34,130	34,130	35,200	36,300	37,400	38,500	39,700
Total operations and maintenance	35,878	44,989	51,810	35,810	35,810	36,930	38,100	39,300	40,500	41,800
Contract Services										
10.5080.5656 Tree Trimming	133,108	141,996	145,340	145,340	145,340	149,700	154,200	158,800	163,600	168,500
10.5080.5660 Tree Removal	10,491	2,890	3,340	19,340	19,340	19,900	20,500	21,100	21,700	22,400
Total Contract Services	143,599	144,886	148,680	164,680	164,680	169,600	174,700	179,900	185,300	190,900
Total expenditures	\$ 179,477	\$ 189,874	\$ 200,490	\$ 200,490	\$ 200,490	\$ 206,530	\$ 212,800	\$ 219,200	\$ 225,800	\$ 232,700

**Rossmoor Community Services District
Preliminary Operating Budget
Department 90 - Mini-Parks and Medians
For the Fiscal Year 2026-2027**

Description	FY 23-24 Actual	FY 24-25 Actual	2025-2026		12-Month Projected Estimates to Close	2026-2027 Budget	2027-2028 Forecast	2028-2029 Forecast	2029-2030 Forecast	2030-2031 Forecast
			Original Budget	Amended Budget						
Operations and Maintenances										
10.5090.5022 Utilities	\$ 182	\$ 46	\$ 570	\$ 570	\$ 570	\$ 620	\$ 670	\$ 720	\$ 770	\$ 820
10.5090.5023 Water	10,642	14,828	11,140	15,000	15,000	15,800	16,600	17,400	18,300	19,200
10.5090.5045 Miscellaneous Expenditures	-	-	110	110	110	160	210	260	310	360
10.5090.5051 Equipment Rental	-	-	110	110	110	160	210	260	310	360
10.5090.5052 Minor Facility Repairs/Tools	-	-	110	110	110	160	210	260	310	360
Total operations and maintenance	10,824	14,874	12,040	15,900	15,900	16,900	17,900	18,900	20,000	21,100
Contract Services										
10.5090.5655 Landscape Maintenance/Janitorial Services	3,807	4,915	4,100	4,100	4,100	4,200	4,300	4,400	4,500	4,600
Total Contract Services	3,807	4,915	4,100	4,100	4,100	4,200	4,300	4,400	4,500	4,600
Capital Expenditures*										
10.5090.6005 Building and Improvements	-	-	-	-	-	-	-	-	-	-
Total capital expenditures	-	-	-	-	-	-	-	-	-	-
Total expenditures	\$ 14,631	\$ 19,789	\$ 16,140	\$ 20,000	\$ 20,000	\$ 21,100	\$ 22,200	\$ 23,300	\$ 24,500	\$ 25,700

Rossmoor Community Services District
Budget Explanations
FY 26-27

Account	2025-2026 Estimate to Close	2026-2027 Budget	% Increase Amount	Explanation
Estimated Revenues				
1 Property Taxes	1,414,600	1,464,200	3.5%	Increases are estimated at 3.5% from the actual year ended estimates, rather than 4.3% historical average.
2 From Other Governmental Agencies	149,430	88,000	-41.1%	The decrease is due to collecting \$64,000 from Prop 68 grant revenue.
3 Permit and Rental Fees	282,100	288,700	2.3%	The increase of 5% for residential customers and 20% for non-residential customers. This was offset by a conservative estimate for building use.
Expenditures				
4 Salaries	664,000	716,900	8.0%	The total increase in salaries is due to approved salary adjustments (offset by removing part-time office assistant), COLA for all staff, and addition of part-time court attendant(s).
5 10.5010.4010 Workers' Compensation Insurance	11,100	11,900	7.2%	The increase is due to approved salary adjustments, COLA for all staff, one employee being made full-time, the addition of a part-time court attendant and increase in CJPIA fees.
6 10.5010.4011 Medical/Life Insurance	110,000	110,800	0.7%	The increase is due to the purchase of \$1,000 for life insurance for full-time employees. There is an estimated increase of 5% effective January, but this is offset by personnel elections.
7 10.5010.4015 Payroll Taxes	54,800	59,200	8.0%	The increase is due to approved salary adjustments, COLA for all staff, one employee being made full-time and the addition of a part-time court attendant.
8 10.5010.4019 Deferred Compensation Match	19,600	23,400	19.4%	The increase is due to approved salary adjustments, COLA for all staff, and one part-time position converted to full-time.
9 10.5010.5002 Insurance - Liability	57,300	70,100	22.3%	The increase is based off CJPIA estimated fees.
10 10.5010.5004 Membership & Dues	11,100	13,100	18.0%	Membership includes CSDA (\$8k), LAFCO (\$3.3k), ICMA (\$1k), Los Al Chamber (\$150), Seal Beach Chamber (250), RHA (\$350).

Rossmoor Community Services District
Budget Explanations
FY 26-27

	Account	2025-2026 Estimate to Close	2026-2027 Budget	% Increase Amount	Explanation
11	10.5010.5006 Meetings & Training	5,900	8,400	42.4%	The increase is due to attendance at Rainbird conference by one maintenance assistant.
12	10.5010.5008 Gasoline	5,600	5,900	5.4%	The increase is due to estimated gas prices beyond 3%.
13	10.5010.5032 Buildings & Grounds-Maintenance	96,400	67,500	-30.0%	The decrease is due to allocating costs to their respective department.
14	10.5030.5032 Buildings & Grounds-Maintenance Rossmoor	8,000	15,000	N/A	The increase is due to allocating costs to their respective department.
15	10.5040.5032 Building & Grounds-Maintenance Montecito	-	10,000	N/A	The increase is due to allocating costs to their respective department.
16	10.5050.5032 Building & Grounds-Maintenance Rush	-	15,000	N/A	The increase is due to allocating costs to their respective department.
17	10.5010.5050 Elections	-	15,000	N/A	The increase is due to an election year.
18	10.5010.5670 Other Professional Services	65,750	63,000	-4.2%	There was an increase in brea IT and other services. There is also the addition of PE services for 5 year CIP offset by grant writing services and salary survey completed in 2025/2026.
19	Utilities All Sites	51,930	54,520	5.0%	The increase is due to utilities higher than normal 3% CPI.
20	Water All Sites	142,560	149,800	5.1%	The increase is due to utilities higher than normal 3% CPI.

NOTICE OF PREPARATION OF FINAL BUDGET OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT FOR FISCAL YEAR 2026-2027 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 May 12, 2026, for fiscal year 2026-2027, and the General Manager of the District has prepared a proposed Final Budget for fiscal year 2026-2027. 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 May 26, 2026. 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 June 9, 2026, 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 2026-2027.

Sharon Landers May 20, 2026

Board Secretary Date

News Enterprise 5/27/2026-163823

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 Capital 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

DRAFT

RESOLUTION 26-07-14-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT ESTABLISHING THE ANNUAL REVENUE AND EXPENDITURE TOTAL AMOUNTS FOR FISCAL YEAR 2026-2027 FOR THE ROSSMOOR COMMUNITY SERVICES DISTRICT

WHEREAS, the Rossmoor Community Services District did discuss and approve at a public hearing, the District's Fiscal Year 2026-2027 Final Budget at its Regular Meeting on July 14, 2026.

NOW THEREFORE, BE IT RESOLVED, by the Board of Directors of the Rossmoor Community Services District that it hereby establishes the Annual Budget Revenue and Expenditure totals by Fund In the amounts specified in Attachment A for the Fiscal Year 2026-2027.

PASSED AND ADOPTED this 14th day of July 2026.

AYES:

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jo Shade, President

ATTEST:

Sharon Landers, Secretary
Rossmoor Community Services District

RESOLUTION 26-07-14-01: ATTACHMENT A

ANNUAL FISCAL YEAR 2026-2027

BUDGET REVENUE AND EXPENDITURE TOTALS AMOUNT SUMMARY

TOTAL FUND REVENUES

FUND 10	\$2,448,500
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TOTAL ALL FUNDS	<u>\$2,448,500</u>
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TOTAL FUND EXPENDITURES

FUND 10	\$2,320,670
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TOTAL ALL FUNDS	<u>\$2,320,670</u>
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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-1

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: DISCUSSION AND DIRECTION RE: SELECTION PROCESS FOR FILLING BOARD VACANCY

RECOMMENDATION

Approve selecting a candidate to fill a vacancy on the RCSD Board of Directors by appointment.

BACKGROUND

At the RCSD Board meeting on May 12, 2026, Director Remnet announced that she would be stepping off the Board effective August 20, 2026. She subsequently submitted a letter to the Board President and General Manager confirming she would be leaving the Board effective August 20, 2026.

The Board has 60 days from the effective date of the vacancy (October 19, 2026) to fill the vacancy. The Board can elect to fill the vacancy either by appointment or by calling an election. In either case, the term for filling the vacancy is the original term that Director Remnet filled that expires in 2028.

INFORMATION

If the Board chooses to appoint a successor, a Notice of Vacancy must be posted in three or more conspicuous places in the district at least 15 days before the Board of Directors makes the appointment. The Notice will request that any interested person who is a resident at least 18 years old and registered voter within the boundaries of the Rossmoor Community Services District, submit to the General Manager a letter of interest and/or resume setting forth a summary of the person's interest, qualifications and background by a specified date. An item will be agendaized at an RCSD Board meeting for the Board to interview all qualified candidates and make an appointment.

At the August 12, 2026 Board meeting, I will be requesting authorization to give a notice of the vacancy to the County and to post a notice of the vacancy to the public on or about August 15, and to calendar an agenda item for appointment for the regular September 8, 2026 Board meeting.

Below is the proposed timeline for a Board appointment to fill the vacancy:

At the Board's August 12, 2026 Board meeting:

- Board declares the seat for Director Remnet to be vacant effective August 20th and authorizes staff to send a notice of vacancy to the Orange County Registrar of Voters on or around August 15th but no later than September 4th, 15 days from the effective date of the vacancy.
- Board authorizes staff to post a notice of vacancy to the public on or around August 15th but no later than August 20th and to establish an application deadline for 15 days after the posting of the notice.
- Board authorizes an agenda item to be calendared for the regular September 8, 2026 Board meeting for interviews and the appointment.

On or about August 15, 2026 Posting Notice and Application Period for a minimum of 15 days

- Notice posted in 3 or more conspicuous places in the District for a minimum of 15 days.
- Applications accepted for 15 days after the posting of the notice.
- Staff verifies candidate eligibility.

September 8, 2026 Board Meeting - Agenda Item: Interviews and Appointment

- Conduct candidate interviews in open session.
- Deliberate in open session.
- Appoint replacement by majority vote.

Recommended Motion:

"Appoint [Candidate Name] to fill the vacant Director position until the next election or as otherwise provided by law."

Immediately After Appointment

- Administer Oath of Office.
- File required documents with the County.
- Update District website, committees, and board roster.

FISCAL IMPACT

Appointing a successor to fill the vacancy will likely have very little fiscal impact unless the Board schedules a Special Board meeting to interview candidates and make the selection. Calling for an election will result in costs related to scheduling the election.

ATTACHMENTS

1. Notice of upcoming Board Vacancy
2. RCSD Policy No.4040 Terms of Office for Board Officers and Directors
3. California Government Code Section 1780 (a) – (e)
4. Orange County Registrar of Voters Guide to Filling a Vacancy in Elective Office (excerpt for Special Districts)

NOTICE OF THE BOARD OF DIRECTORS
OF THE ROSSMOOR COMMUNITY SERVICES DISTRICT

Please take notice that Director Mary Ann Remnet has resigned from the Board of Directors of the Rossmoor Community Services District effective August 20, 2026. As a result of this resignation there is now a vacancy on the Board of Directors.

Pursuant to Government Code Section 1780, the Board of Directors may, within 60 days of August 20, 2026, make an appointment to office Director to fill this vacancy. The term of office for this position expires in December 2028. A person appointed to the office of Director must be a resident at least 18 years of age or older and a registered voter within the boundaries of the Rossmoor Community Services District.

Anyone interested in being appointed is required to submit a letter of interest and a resume setting forth a brief summary of the person's interest, qualifications, and background. Letters of interest and resumes should be personally delivered, emailed or mailed to the District offices so that they are received at the District offices no later than 5:00 p.m. on _____, 2026. Letters of interest and resumes should be emailed to: cwhang@rossmoor-csd.org or hand delivered or mailed to the following address:

Sharon Landers, General Manager
Rossmoor Community Services District
3001 Blume Drive
Rossmoor, CA 90720

Dated: August 20, 2026

Rossmoor Community Services District

Policy

No. 4040

TERMS OF OFFICE FOR BOARD OFFICERS AND DIRECTORS

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

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

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

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

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

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

California Government Code 1780

Special District Elections and appointments to vacant Board positions

You are here: [California](#) / [Government Code - GOV](#) / [ARTICLE 2. Vacancies \[1770. - 1782.\]](#) / [Section 1780.](#)

Section 1780. (Amended by Stats. 2007, Ch. 343, Sec. 4.)

Cite as: Cal. Gov't. Code §1780.

(a) Notwithstanding any other provision of law, a vacancy in any elective office on the governing board of a special district, other than those specified in Section 1781, shall be filled pursuant to this section.

(b) The district shall notify the county elections official of the vacancy no later than 15 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

(c) The remaining members of the district board may fill the vacancy either by appointment pursuant to subdivision (d) or by calling an election pursuant to subdivision (e).

(d)(1) The remaining members of the district board shall make the appointment pursuant to this subdivision within 60 days after either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later. The district shall post a notice of the vacancy in three or more conspicuous places in the district at least 15 days before the district board makes the appointment. The district shall notify the county elections official of the appointment no later than 15 days after the appointment.

(2) If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(3) If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(e)(1) In lieu of making an appointment the remaining members of the board may within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(f)(1) If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within 60 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the city council or board of supervisors calls the election.

(g)(1) If within 90 days of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district board shall call an election to fill the vacancy.

(2) The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is 130 or more days after the date the district board calls the election.

(h)(1) Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy.

(2)The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum.

(3)If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

(4)If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general district election, or if the vacancy occurs in the second half of a term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

(5)The election called pursuant to this subdivision shall be held on the next established election date provided in Chapter 1 (commencing with Section 1000) of Division 1 of the Elections Code that is held 130 or more days after the date the city council or board of supervisors calls the election.

District elections will be held on conjunction with the Sacramento County Board of Elections General Election calendar, which is the first Tuesday of November in even numbered years.

Board members will be elected to four year staggered terms. (ex. Term A-2018 two seats, Term B-2020 three seats)

Guide to Filling a Vacancy in Elective Office



Orange County
Registrar of Voters
1300 S. Grand Avenue, Bldg. C
Santa Ana, CA 92705
714-567-7600



THIS GUIDE TO FILLING A VACANCY IN ELECTIVE OFFICE IS INTENDED TO PROVIDE GENERAL INFORMATION, AND DOES NOT HAVE THE FORCE AND EFFECT OF LAW. IT IS DISTRIBUTED WITH THE UNDERSTANDING THAT THE REGISTRAR OF VOTERS OF THE COUNTY OF ORANGE IS NOT RENDERING LEGAL ADVICE AND, THEREFORE, THE HANDBOOK IS NOT TO BE A SUBSTITUTE FOR LEGAL COUNSEL FOR THE INDIVIDUAL OR ORGANIZATION USING IT. IT IS THE RESPONSIBILITY OF PERSONS USING THIS GUIDE TO OBTAIN THE MOST UP-TO-DATE INFORMATION AVAILABLE, REFLECTING CHANGES IN LAWS OR PROCEDURE SUBSEQUENT TO THE PUBLICATION OF THIS GUIDE.



REGISTRAR OF VOTERS

1300 South Grand Avenue, Bldg. C
Santa Ana, California 92705
(714) 567-7600
FAX (714) 567-7627
ocvote.gov

BOB PAGE
Registrar of Voters

Mailing Address:
P.O. Box 11298
Santa Ana, California 92711

Orange County Registrar of Voters

Mission Statement

"To provide election services for the citizens of Orange County to ensure equal access to the election process, protect the integrity of votes, and maintain a transparent, accurate and fair process."

Vision Statement

"To ensure excellence in the administration of elections to inspire confidence and trust in the democratic process."

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VACANCIES IN SPECIAL DISTRICT BOARDS OF DIRECTORS

ACTION REQUIRED BY THE SPECIAL DISTRICT BOARD OF DIRECTORS

The district shall notify the Orange County Registrar of Voters' office of the vacancy no later than **15 days** following either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later.

Government Code § 1780(b)

The remaining district board members have **60 days** immediately subsequent to either the date on which the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, to either fill the vacancy by appointment or by calling a special election.

Government Code § 1780(c)(d)(1)

Appointment to Fill Vacancies:

If the Board decides to appoint someone to fill the vacancy, the Board first must post a notice of the vacancy in **three or more** conspicuous places in the district at least **15 days** before the appointment is made. **(See Exhibits G and H for application to serve on the board and sample notice)**

Government Code § 1780(d)(1)

The Board must notify the Orange County Registrar of Voters' office of the appointment no later than **15 days** after the appointment is made. **Government Code § 1780(d)(1)**

If the vacancy occurs in the first half of a term of office and at least **130 days** prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled **130 or more days** after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

Government Code § 1780(d)(2)

If the vacancy occurs in the first half of a term of office, but less than **130 days** prior to the next general district election, or if the vacancy occurs in the second half of the term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

Government Code § 1780(d)(3)

Election to Fill Vacancies:

In lieu of making an appointment, the remaining members of the board may within **60 days** of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, call an election to fill the vacancy.

Government Code § 1780(e)(1)

The election shall be held on the next established election date that is **130 or more days** after the date the district board calls the election. **(See Exhibit B for established election dates)**

Elections Code § 1000, Government Code § 1780(e)(2)

Nomination Period:

Consolidated Special District Election: Notwithstanding any other provision of law, whenever other elections are consolidated with a regularly scheduled election, the period for the filing of nomination documents by candidates in elections consolidated with the regularly scheduled election shall commence on the **113th day** prior to the election. The nomination documents shall be filed no later than the close of business on the **88th day** prior to the regularly scheduled election in the office of the Orange County Registrar of Voters, during regular office hours. **Elections Code § 10407**

Non-Consolidated Special District Election: Forms for declarations of candidacy for all district offices shall be obtained from the office of the county elections official. The county elections official, may for convenience or necessity, authorize the district secretary to issue declarations of candidacy. The forms shall first be available on the **113th day** prior to the general district election and shall be filed not later than **5:00 p.m.** on the **88th day** prior to the general district election in the office of the county elections official during regular office hours or may be filed by certified mail so that the forms reach the office of the county election official no later than the deadline for filing in that office. **Elections Code § 10510**

IF THE DISTRICT BOARD FAILS TO ACT

If the vacancy is not filled by the district board by appointment, or if the district board has not called for an election within **60 days** of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, then the city council of the city in which the district is wholly located, or if the district is not wholly located within a city, the board of supervisors of the county representing the larger portion of the district area in which the election to fill the vacancy will be held, may appoint a person to fill the vacancy within **90 days** of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, or the city council or board of supervisors may order the district to call an election to fill the vacancy.

Government Code § 1780(f)(1)

The election shall be held on the next established election date (**See Exhibit B for established election dates**) that is **130 or more days** after the date the city council or board of supervisors calls the election. **Government Code § 1780(f)(2)**

Nomination Period:

Consolidated Special Election: Notwithstanding any other provision of law, whenever other elections are consolidated with a regularly scheduled election, the period for the filing of nomination documents by candidates in elections consolidated with the regularly scheduled election shall commence on the **113th day** prior to the election. The nomination documents shall be filed no later than the close of business on the **88th day**

prior to the regularly scheduled election in the office of the Orange County Registrar of Voters, during regular office hours.

Elections Code § 10407(a)

Non-Consolidated Special Election: Forms for declarations of candidacy for all district offices shall be obtained from the office of the county elections official. The county elections official, may for convenience or necessity, authorize the district secretary to issue declarations of candidacy. The forms shall first be available on the **113th day** prior to the general district election and shall be filed not later than **5:00 p.m.** on the **88th day** prior to the general district election in the office of the county elections official during regular office hours or may be filed by certified mail so that the forms reach the office of the county election official no later than the deadline for filing in that office.

Elections Code § 10510

IF THE CITY COUNCIL OR BOARD OF SUPERVISORS FAILS TO ACT

If within **90 days** of the date the district board is notified of the vacancy or the effective date of the vacancy, whichever is later, the remaining members of the district board or the appropriate board of supervisors or city council have not filled the vacancy and no election has been called for, then the district shall call an election to fill the vacancy.

Government Code § 1780(g)(1)

The election shall be held on the next established election (**See Exhibit B for established election dates**) that is **130 or more days** after the date the district board calls the election.

Government Code § 1780(g)(2)

Nomination Period:

Consolidated Special Election: Notwithstanding any other provision of law, whenever other elections are consolidated with a regularly scheduled election, the period for the filing of nomination documents by candidates in elections consolidated with the regularly scheduled election shall commence on the **113th day** prior to the election. The nomination documents shall be filed no later than the close of business on the **88th day** prior to the regularly scheduled election in the office of the Orange County Registrar of Voters, during regular office hours.

Elections Code § 10407(a)

Non-Consolidated Special Election: Forms for declarations of candidacy for all district offices shall be obtained from the office of the county elections official. The county elections official, may for convenience or necessity, authorize the district secretary to issue declarations of candidacy. The forms shall first be available on the **113th day** prior to the general district election and shall be filed not later than **5:00 p.m.** on the **88th day** prior to the general district election in the office of the county elections official during regular office hours or may be filed by certified mail so that the forms reach the office of the county election official no later than the deadline for filing in that office.

Elections Code § 10510

IF THE DISTRICT BOARD LACKS A QUORUM TO ACT WITHIN 60 DAYS

Notwithstanding any other provision of this section, if the number of remaining members of the district board falls below a quorum, then at the request of the district secretary or a remaining member of the district board, the appropriate board of supervisors or the city council shall promptly appoint a person to fill the vacancy, or may call an election to fill the vacancy. **Government Code § 1780(h)(1)**

The board of supervisors or the city council shall only fill enough vacancies by appointment or by election to provide the district board with a quorum. **Government Code § 1780(h)(2)**

If the vacancy occurs in the first half of a term of office and at least **130 days** prior to the next general district election, the person appointed to fill the vacancy shall hold office until the next general district election that is scheduled **130 or more days** after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office. **Government Code § 1780(d)(2)**

If the vacancy occurs in the first half of a term of office, but less than **130 days** prior to the next general district election, or if the vacancy occurs in the second half of the term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office. **Government Code § 1780(d)(3)**

The election shall be held on the next established election (**See Exhibit B for established election dates**) that is **130 or more days** after the date the city council or board of supervisors calls the election. **Government Code § 1780(h)(5)**

Nomination Period:

Consolidated Special Election: Notwithstanding any other provision of law, whenever other elections are consolidated with a regularly scheduled election, the period for the filing of nomination documents by candidates in elections consolidated with the regularly scheduled election shall commence on the **113th day** prior to the election. The nomination documents shall be filed no later than the close of business on the **88th day** prior to the regularly scheduled election in the office of the Orange County Registrar of Voters, during regular office hours. **Elections Code § 10407(a)**

Non-Consolidated Special Election: Forms for declarations of candidacy for all district offices shall be obtained from the office of the county elections official. The county elections official, may for convenience or necessity, authorize the district secretary to issue declarations of candidacy. The forms shall first be available on the **113th day** prior to the general district election and shall be filed not later than **5:00 p.m.** on the **88th day** prior to the general district election in the office of the county elections official during regular office hours or may be filed by certified mail so that the forms reach the office of the county election official no later than the deadline for filing in that office. **Elections Code § 10510**

TERM OF OFFICE

If the vacancy occurs in the first half of a term of office and at least 130 days prior to the next general district election, the person appointed to fill the vacancy shall hold the office until the next general district election that is scheduled 130 or more days after the date the district board is notified of the vacancy, and thereafter until the person who is elected at that election to fill the vacancy has been qualified. The person elected to fill the vacancy shall hold office for the unexpired balance of the term of office.

Government Code § 1780(d)(2)

If the vacancy occurs in the first half of a term of office, but less than 130 days prior to the next general election, or if the vacancy occurs in the second half of the term of office, the person appointed to fill the vacancy shall fill the balance of the unexpired term of office.

Government Code § 1780(d)(3)

A person elected at a regularly-scheduled board of directors election or appointed in-lieu of election takes office at noon on the first Friday in December following his or her election in November and shall serve for four years.

Elections Code §§ 10404(b), 10554, 10507

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-2

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: DISCUSSION AND DIRECTION RE: PAYMENT OF CANDIDATE'S STATEMENTS FOR GENERLA ELECTION AND SETTING OF WORD LIMIT

RECOMMENDATION

It is recommended that the Board of Directors require that candidates for the Rossmoor Community Services District (RCSD) Board of Directors in the November 2026 election pay for their own candidate's statement if they choose to have one and allow statements of up to 400 words.

BACKGROUND

The terms for two members of the RCSD Board expire in 2026 and their seats will be scheduled for the November 3, 2026 General Election. Candidates for those seats are required to file with the Orange County Registrar of Voters July 13, 2026 through August 7, 2026, 5:00 p.m.

Candidates have the option of filing a candidate statement of qualifications that may be submitted to the Orange County Registrar of Voters when they file to be included on the ballot. Candidate statements are included in the Voter Information Guide (Guide). The cost is based on the Guide printing costs, translation costs, labor and overhead.

The Orange County Registrar of Voters has asked whether the District will pay the costs of candidate statements or require candidates to pay their own costs, and whether the statements should be limited to either 200 or 400 words.

INFORMATION

The cost for a candidate based on the word count is below:

200-word: \$ 510.89

400-word: \$ 678.31

FISCAL IMPACT

There would be no fiscal impact to RCSD if candidates are required to pay for the cost of their candidate's statement. If the RCSD chose to pay, the aggregate loss would depend on the number candidates filing and the word limit.

ATTACHMENTS

None.

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-3

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: PRESIDENT SHADE TO ANNOUNCE HER APPOINTMENT TO FILL A VACANT POSITION ON THE PARKS/FACILITIES COMMITTEE

RECOMMENDATION

Receive and file this report announcing a vacancy on the Parks/Facilities Committee and President Shade's appointment at this meeting of a replacement.

BACKGROUND

At the beginning of the year, in accordance with RCSD Policy No. 5030, Board Chair Jo Shade appointed 2nd Vice President Tony DeMarco and Director Mary Ann Remnet to serve on the Parks/Facilities Standing Committee. In May of 2026, RCSD Policy Director Remnet notified President Shade that she was stepping off the Committee, leaving that seat vacant. President Shade will announce at this Board meeting who she will be appointing to fill that vacancy. This appointment does not require Board approval.

ATTACHMENTS

1. RCSD Policy No. 5030 Committees of the Board of Directors
2. Director Remnet's May 27, 2026, email to President Shade advising that she was stepping off the Parks/Facilities Committee

Rossmoor Community Services District

Policy

No. 5030

COMMITTEES OF THE BOARD OF DIRECTORS

5030.00 Appointment of Standing Committees: The Board President shall appoint such standing committees as called out in Board policies. The duties of the standing committees shall be outlined in specific Board policies relating to the function of said committees.

5030.10 Appointment of Temporary Ad Hoc Committees: The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

5030.20 Committee Categories: The categories of committees are as follows:

5030.21 Standing Committees: Standing committees are those bodies which are called out in other Board policies as having specific and ongoing duties and responsibilities.

5030.22 Temporary Ad Hoc Committees: Temporary Ad Hoc committees are those bodies which are appointed by the Board President for a specific study or task, which is temporary in nature, and which is disbanded at the conclusion of the stated study or task and a final report has been submitted to the Board.

5030.23 Advisory Committees: The Board President may appoint any of its members to serve on Board advisory committees or as representatives to other public agencies or organizations. Individuals from the community may be appointed to advisory committees.

5030.30 Committee Meetings: No more than two Board members may serve on any one committee. All committees of the Board are subject to the Brown Act, thus such committee meeting agendas must be posted in a manner similar to Board Agendas. Committee meetings are subject to the open meeting requirements of the Brown Act.

5030.40 Report to the Board: Under Board Member items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official including temporary ad hoc or advisory committees.

5030.50 Committee Code of Conduct and Rules of Order: To the extent practicable, Committee meetings should conform to Board Policy No. 5110 and No. 5120.

5030.60 Scheduling of Committee Meetings: In those instances when a Committee meeting cannot be scheduled to meet the Board Agenda deadline due to the unavailability of a Committee member, the General Manager and/or the President may elect to bring a matter requiring Board action directly to the Board at their next Regular or Special meeting.

Amended: October 17, 2002

Approved renumbering & format: October 8, 2002

Reaffirmed: March 11, 2003

Amended: January 13, 2009

Amended: December 14, 2010

Amended: September 8, 2015



Resignation from Parks Committee

From Mary Ann Remnet <mremnet@rossmoor-csd.org>

Date Wed 5/27/2026 12:12 PM

To Jo Shade <jshade@rossmoor-csd.org>

Cc Sharon Landers <slanders@rossmoor-csd.org>

President Shade:

With my apologies, and to unforeseen upcoming travel w/ family emergency, I respectfully request to be released from my Parks committee responsibilities. Thank you.

Mary Ann Remnet

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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-4

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: DISCUSSION AND DIRECTION RE: CREATING A POLICY FOR COMMITTEE ALTERNATES

RECOMMENDATION

Consider creating a policy to allow appointments of alternates to Board Committees.

BACKGROUND

RCSD Policies No. 5010 and No. 5030 discuss Committee quorums and Committee appointments, respectively. Policy No. 5030.30 mandates that no more than two Board members may serve on any one committee, and Policy No. 5010.61 specifies that a quorum of two members must be present for a committee to conduct business. In the absence of specific authorization in RCSD Policy for the Board President to appoint alternates to committees, the District has no mechanism to make such alternate appointments.

This means that if a Board member is unable to attend a committee meeting or resigns, the committee meeting may be held up until the member becomes available or a new appointment can be made at the next Board meeting. This could delay time sensitive discussions at the Committee level. Policy No. 5030.60 addresses this by allowing the matter to be brought directly to the Board if necessary to meet a Board Agenda deadline but that bypasses a Committee-level discussion that could be desirable.

INFORMATION

If the Board were interested in considering a new policy to allow the Board President to appoint alternates to committees, the General Manager and District Attorney would work together to develop language for the Board's consideration. There are at least two options to consider: The first is to automatically designate the President as the alternate for any committee they are not on, and to designate the First Vice President and then the Second Vice President (in that order) to a committee that the President is on. A second option is for the Board President to designate an alternate when appointing committee members.

FISCAL IMPACT

There is no significant financial consequence to adding an alternate since they would only get a stipend when they attend a meeting.

ATTACHMENTS

1. RCSD Policy No. 5010 – Board/Committee Meetings
2. RCSD Policy No. 5030 – Committees of the Board of Directors
3. RCSD Policy No. 4030 – Board Remuneration and Reimbursement

Rossmoor Community Services District

Policy

No. 5010

BOARD/COMMITTEE MEETINGS

5010.10 Presiding Officer: The President shall be the Presiding Officer at all meetings of the Board. In the absence of the President, the First Vice-President shall preside. In the absence of the President and First Vice-President, the Second Vice-President shall preside.

5010.11 Duties of Presiding Officer in Conducting Meetings: All meetings of the Board shall be presided over and chaired by the Presiding Officer. In compliance with the requirements of law, the Presiding Officer may rule a speaker out of order during a Meeting if the subject raised is not within the subject matter jurisdiction of the District, or during a Public Hearing if the speaker is not presenting testimony or evidence relevant to the matter which is the subject of the public hearing.

5010.12 Presiding Officer's Responsibilities: The Presiding Officer shall have the responsibility for the conduct of meetings in an orderly manner and to prevent the obstruction of business, and in carrying out this responsibility shall have the authority to give the floor to any member of the Board or public by recognizing them, to prevent the misuse of legitimate forms of motions or privileges, to take matters up out of order, and to order any persons willfully and persistently disrupting the meeting to be removed from the room after compliance with the requirements of law.

5010.13 Executing Documents. The President (or Vice President, in the absence of the President) shall sign ordinances, resolutions, and contracts adopted by the Board. The Secretary shall attest to the signature of the President or Vice--President.

5010.20 Open Meetings: All Regular Board Meetings, Special Meetings and Committee Meetings of the Board, including ad hoc Committees are subject to the open meeting requirements of the Ralph M. Brown Act (Act). Whenever a majority of the Board or a Committee meets to conduct business, said meetings shall be noticed in accordance with the Brown Act stating the purpose in three conspicuous public places in the District stating the purpose time, date and location of those meetings. the notice shall include copy of the Agenda and be posted with a certification signed by the General Manager that the notice was posted in the appropriate timeframe prior to the meeting as required by the Act.

5010.30 Regular Meetings: Regular meetings of the Board shall be established as to the time and place by Resolution.

5010.31 Public Meetings: All meetings of the Board shall be public, except for closed meetings as provided for in the Act.

5010.32 Quorum: Any three members of the Board shall constitute a quorum for the transaction of official business. Except as provided by law, at least three affirmative votes are required to take action by the Board.

5010.33 Cancellation of Meetings: The President or any three members of the Board may cancel a regular meeting of the Board. When feasible, notice of the cancellation shall be posted at least twenty-four (24) hours in advance of such cancellation.

5010.40 Special Meetings: Special meetings of the Board may be called by the President or any three of the Directors at any time deemed advisable, in compliance with the Act.

5010.41 Notification: All Directors and the General Manager shall be notified of the special Board meeting and the purpose for which it is called. Said notification shall be in writing, and received by them at least twenty-four (24) hours prior to the meeting. Written notice may be dispensed with if the conditions set forth in the Brown Act are met.

5010.42 Items of Business: Only those items of business listed in the agenda/call for the special meeting shall be considered by the Board at any special meeting.

5010.50 Special Emergency Meetings: Where prompt action is necessary due to the disruption or threatened disruption of public facilities, special emergency meetings may be held without the 24-hour notice required in 5010.41 above. The meeting may be called by the General Manager, Board President or 1st Vice President in the President's absence. Such meetings shall be called and conducted in compliance with the Act.

5010.60 Committee Meetings of the Board: Committee meetings shall be conducted under the provisions of Policy No. 5030 Committees of the Board of Directors. Committee meeting may be called by any member of the Committee or requested by the General Manager at any time deemed advisable, in compliance with the Act.

5010.61 Quorum: In order for a Committee to conduct business or take formal action, a quorum of the body must be present throughout the course of the meeting. A quorum of a Committee shall be two members present. A Committee may only have two members and if any additional members of the Board attend, they must only observe and not participate in the Committee meeting or during the public comment portion of the meeting.

5010.62 Committee Agenda Items: Matters referred or under discussion by a Committee shall reside with the Committee until such matters are reported out by the Committee at a Regular or Special meeting of the Board. Once reported out, any member of the Board may raise questions or concerns about the recommendations of a Committee. After discussion, a motion shall be made to adopt, modify, reject or refer the matter back to the Committee for further review.

5010.63 Referrals to Committees: Board members may refer matters to a Committee by requesting such referral during the course of a Board meeting by consent of the Board or by passage of a motion or by making a request to the Board President to request the General Manager to place such matter on the next Agenda of the appropriate Committee. Once the matter is within the jurisdiction of the Committee, a Board member may only pose questions or concerns to the General Manager who shall convey such questions or concerns for discussion at the next meeting of the Committee.

5010.70 Adjourned Meetings: Any meeting of the Board may be adjourned to a later time and place specified in the order of adjournment.

5010.80 Annual Organizational Meeting: The Board shall hold an annual organizational meeting at its regular meeting in January. At this meeting the Board shall elect a President, 1st Vice President, and 2nd Vice President.

5010.90 Order of Agenda Items: The Presiding Officer of the meetings described herein shall conduct the order of agenda items as prescribed in Policy No.5010. Agenda items may be taken out of order at the request of member of the public, the General Manager or a Board member with the consent of the Board.

5010.100 Information for Audience: The General Manager shall provide appropriate information for the audience at meetings of the Board. and ensure that physical facilities for said meetings are functional and appropriate.

5010.110 Public Forum: Anyone in the audience may address the Board about any subject not on the agenda during the Public Forum portion of the meeting, as long as the subject is within the jurisdiction of the District. Time limits are prescribed in Policy No.5020.

5010.120 Agenda Items: Anyone in the audience who wishes to address the Board on any agenda item may do so either at the Public Forum portion of the meeting or when the agenda item comes before the Board, subject to the Board's time limitation. Once the public comments on each agenda item are declared closed and deliberations are returned to the Board, there will be no further input from the audience on that item unless it is reopened by a majority vote of the Board.

5010.130 General Counsel: The District's General Counsel shall attend meetings of the Board at the request of the Board President, a majority of the Board or the General Manager. General Counsel shall render written or oral opinions or advice on matters of law upon a request from a Board Member at a Board meeting or when General Counsel is not present such request shall require approval by the Board. Requests for legal advice from the General Manager may be made whenever deemed appropriate for the proper administration of the District.

5010.140 The General Manager or his/her designee shall attend all meetings of the Board with the right to take part in the discussions, but shall have no vote on any question before the Board.

5010.150 Employee Attendance: An employee of the District, when requested by the General Manager, shall attend a meeting of the Board and if requested by the General Manager, present information relating to matters before the Board.

5010.160 Report to the Board: Under Board Member Items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official, including temporary ad hoc or advisory committees.

Adopted: June 8, 2000

Approved: Renumbering and Format: October 8, 2002

Amended: January 14, 2003

Amended: July 14, 2004

Amended: August 8, 2006

Amended: June 9, 2009

Amended: December 14, 2010

Rossmoor Community Services District

Policy

No. 5030

COMMITTEES OF THE BOARD OF DIRECTORS

5030.00 Appointment of Standing Committees: The Board President shall appoint such standing committees as called out in Board policies. The duties of the standing committees shall be outlined in specific Board policies relating to the function of said committees.

5030.10 Appointment of Temporary Ad Hoc Committees: The Board President shall appoint such ad hoc committees as may be deemed necessary or advisable by himself/herself and/or the Board. The duties of the ad hoc committees shall be outlined at the time of appointment, and the committee shall be considered dissolved when its final report has been made.

5030.20 Committee Categories: The categories of committees are as follows:

5030.21 Standing Committees: Standing committees are those bodies which are called out in other Board policies as having specific and ongoing duties and responsibilities.

5030.22 Temporary Ad Hoc Committees: Temporary Ad Hoc committees are those bodies which are appointed by the Board President for a specific study or task, which is temporary in nature, and which is disbanded at the conclusion of the stated study or task and a final report has been submitted to the Board.

5030.23 Advisory Committees: The Board President may appoint any of its members to serve on Board advisory committees or as representatives to other public agencies or organizations. Individuals from the community may be appointed to advisory committees.

5030.30 Committee Meetings: No more than two Board members may serve on any one committee. All committees of the Board are subject to the Brown Act, thus such committee meeting agendas must be posted in a manner similar to Board Agendas. Committee meetings are subject to the open meeting requirements of the Brown Act.

5030.40 Report to the Board: Under Board Member items on the Agenda, each Board member shall provide a brief synopsis of any meetings and/or events attended as an elected official including temporary ad hoc or advisory committees.

5030.50 Committee Code of Conduct and Rules of Order: To the extent practicable, Committee meetings should conform to Board Policy No. 5110 and No. 5120.

5030.60 Scheduling of Committee Meetings: In those instances when a Committee meeting cannot be scheduled to meet the Board Agenda deadline due to the unavailability of a Committee member, the General Manager and/or the President may elect to bring a matter requiring Board action directly to the Board at their next Regular or Special meeting,

Amended: October 17, 2002

Approved renumbering & format: October 8, 2002

Reaffirmed: March 11, 2003

Amended: January 13, 2009

Amended: December 14, 2010

Amended: September 8, 2015

Rossmoor Community Services District

Policy

No. 4030

BOARD REMUNERATION AND REIMBURSEMENT

4030.00 Board Remuneration and Reimbursement: California Government Code Section 61047(a) provides that that the board may provide that each Director may receive compensation in an amount not to exceed \$100 for each day of service and a Director shall not receive compensation for more six (6) days of service in a month. Government Code Section 61047(b) provides that the Board, by ordinance adopted pursuant to Water Code Section 20200 et seq., may increase the amount of compensation that may be received by members of the Board. Government Code Section 61047(c) provides that the Board may receive their actual and necessary traveling and incidental expenses incurred while on official business.

4030.01 A Director shall receive \$100 compensation for attendance at each District Board meeting and each District standing committee meeting as provided for under the Brown Act (Government Code Section 54952(b)). A Director shall receive \$50 compensation for attendance at each District ad hoc or advisory committee meeting as provided for under Brown Act (Government Code Section 54952(b)) as well as for each "Day of Service" to the District rendered as a Director when requested by the Board. In no event shall compensation paid pursuant to this policy exceed \$600 per Director per calendar month.

4030.02 For the purposes of 4030.01, payment for a Day of Service to the District rendered as a Director shall be limited to Board approved:

- Representation of the District by a Director at meetings of other governmental entities if requested by this Board.
- Representation of the District by a Director at such conferences, community meetings or other events as is specifically requested by this Board.

4030.03 Reasonable expenses as required or authorized by the Board, including mileage, incurred by a Director in the performance of his or her official duties as a Board member, shall be reimbursed upon submittal of documentation showing the date, amount and purpose of such expenditures. Such reasonable expenses shall include actual and necessary traveling and incidental expenses incurred while on official business. Pursuant to Government Code Section 53232.2(c), the District shall use the Internal Revenue Service rates for reimbursement of travel, meals, lodging, and other actual and necessary expenses.

Adopted: Resolution 87-6 January 28, 1987

Adopted: Policy 4030 June 10, 2003

Amended: September 14, 2004

Amended: January 13, 2009

Amended: January 11, 2011

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-5

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: APPROVAL OF THE FIRST READING OF REVISIONS TO POLICY 3035
INVESTMENT OF DISTRICT FUNDS

RECOMMENDATION

It is recommended that the Rossmoor Community Services District Board of Directors approve the first reading of proposed changes to Investment Policy No. 3035 Investment of District Funds to allow the District to diversify investments and to remove the reference to the Orange County Treasury, which has been disbanded.

BACKGROUND

At its meeting of May 28, 2026, the Rossmoor Community Services District (RCSD) Investment Committee discussed the need to modify Policy No. 3035 Investment of District Funds to allow for the possibility of diversifying assets and to remove the reference to the Orange County Treasury, which has been disbanded.

Due to the conservative approach the Rossmoor Community Services District takes toward investing, the Board of Directors has been satisfied with utilizing Local Agency Investment Fund (LAIF) as the District's investment vehicle. However, with the District's healthy reserve balance, the Investment Committee recommends that the Board consider policy revisions that will allow long-term investment options to generate a higher yield.

In advance of recommending policy revisions, the Investment Committee received and discussed a presentation by California CLASS, which is very flexible and offers public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected with the goal of optimizing yields while prioritizing security and liquidity. The Committee also received a presentation by California Asset Management Program (CAMP), which offers a range of services to assist public agencies with investing their operating funds, bond proceeds, debt service funds, and reserve funds.

ATTACHMENTS

1. Proposed Changes to Policy No. 3035 – REDLINE
2. Policy No. 3035 – CLEAN with incorporated changes.

Rossmoor Community Services District

Policy

No. 3035

INVESTMENT OF DISTRICT FUNDS

3035.00 Purpose: The purpose of this policy is to comply with the requirements of California Government Code Sections 53600 et. seq. and to provide clear guidance for the investment of surplus funds under the control but not required for the immediate needs of the Rossmoor Community Services District (RCSD); herein after, the District.

3035.10 Objectives: The objectives of the investment of the funds of the District is primarily to safeguard the principal of the funds under its control, secondarily, to meet the liquidity needs of the District and thirdly, to achieve a market rate of return consistent with California law.

3035.20 Responsibility: When investing public funds, the District is a trustee and therefore a fiduciary subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing including, but not limited to, the general economic conditions and the anticipated needs of the District that a prudent person would exercise in the management of his or her own funds, not for speculation, but for investment, considering the probable safety of his or her capital, as well as the probable income to be derived.

3035.30 Investment Principles:

3035.31 The District shall invest all funds under its control that are not needed for its operations.

3035.32 The District shall have a diversified investment portfolio limited to the following types:

- a. United States Treasury Bills, Notes and Bonds.
- b. Federal Agency or United States Government sponsored enterprise obligations.
- c. Registered California State Bonds, Warrants or Treasury Notes.
- d. California Local Agency Investment Fund (LAIF).
- e. Orange County Treasury Shares of beneficial interest issued by a joint powers authority organized pursuant to California Government Code Sections 6509.7 and 53601 (p). This includes requirements that the adviser is registered or exempt from registration with the Securities and Exchange Commission; has not less than five years of experience investing in the securities and obligations authorized in Government Code section 53601, subdivisions (a) to (o), inclusive; and has assets under management in excess of five hundred million dollars (\$500,000,000).
- f. Bonds or Notes of U.S. corporations rated "A" or better by Moody's or S&P, for terms not to exceed five years.
- g. Bankers Acceptances (Bills of Exchange, or Time Drafts), maturity not to exceed six months.

h. Certificates of Deposit, maturity not to exceed two years.

i. Mutual funds that consist solely of one of the following investment types noted above:
a., b., c., or f.

3035.33 The District shall not invest more than fifty percent (50%) of its investment portfolio in securities that have a maturity of more than one year. No more than twenty-five percent (25%) of its portfolio shall be invested in securities that have a maturity of more than two years. No securities can be purchased with a maturity greater than five years, unless matched to a specific asset acquisition or approved by the Board.

3035.34 The District's investment strategy is to purchase securities with the intent of holding them until maturity. However, the District may sell a security prior to its maturity in order to improve the quality, liquidity or yield of the portfolio in response to market conditions or District needs.

3035.35 The transferring of investment funds will be carried out exclusively by use of telephonic or electronic wire transfers. Each entity with which the District does business shall receive, in writing, a listing which limits transfers of funds to preauthorized bank accounts only.

3035.36 The District shall maintain all funds needed for its operations within one month, together with all funds not then invested in accordance with Section 3035.32 in one or more checking accounts or savings accounts that are fully insured by FDIC in state or national banks, state or federal savings associations, or state or federal credit unions in California. Such funds may be in active deposits, inactive deposits, and/or interest bearing active deposits. The deposits cannot exceed the amount of the bank's, savings and loans', or credit union's paid up capital surplus. The funds may be in an account over \$100,000 if the FDIC limit is raised or if the bank, savings and loan or savings institution has collateralized the account by at least 110% in another bank or financial institution.

3035.37 The District may invest some or all its investment portfolio in the LAIF upon a recommendation of the Investment Committee and approval of the Board. The District shall invest no more than twenty-five percent (25%) of its investment portfolio in any one of the other types of investment as set forth in Section 3035.32 and shall not invest more than the FDIC limit (within the maturity date of the deposit/investment) in any one financial institution (bank, savings and loan, credit union), or U.S. corporation.

3035.38 All security transactions entered into by the District shall be conducted on delivery-versus payment (DVP) basis. All securities purchased or acquired shall be delivered to the District by book entry, physical delivery or by third party custodial agreement.

3035.39 The purchase of any investment shall be made either directly from the issuer or from an institution licensed by the state as a broker-dealer (as defined in Corporations Code Section 25004) or from a member of a federally regulated securities exchange, from a national or state-chartered bank, from a savings association or federal association (as defined in Financial Code Section 5102) or from a brokerage firm designated as a primary government dealer by the Federal Reserve Bank.

3035.40 Investment Committee: The Investment Committee is comprised of two Board members and the General Manager. Members are appointed by the President of the Board and shall meet quarterly (unless there are no new funds to invest or investments maturing during the quarter) to review current data concerning all deposit accounts and investments, to analyze the total balance, yield percentage, interest earned, maturity dates and other relevant information for each account and investment. The Investment

Committee shall make recommendations specifying the investments to be made and amounts to be transferred to the appropriate accounts. The Investment Committee may consult with the District's auditor and/or other financial advisors as reasonably necessary to implement the District's investment objectives. Following a review by the Investment Committee, the General Manager shall provide a report to the Board of Directors at its next regular meeting, or at a special meeting, as appropriate, setting forth the components and performance of the District's current investment portfolio, together with any recommendations made by the Investment Committee.

3035.50 Investment Portfolio: The District's investment portfolio is defined as all monies invested and any reserve funds, designated or undesignated, which are available for long or short term investment, and any operating capital in excess of three months of the District's operational needs.

3035.60 Board of Directors: Upon review of the Investment Committee's report and recommendations, the Board shall make a determination regarding such recommendations. Upon such determination, the officials authorized by Policy No. 4055, shall execute the appropriate documents to transfer funds as necessary and/or to authorize the financial institution to initiate the investment, except for electronic transfers made in accordance with Resolution No.10-06-08-01.

3035.70 Policy Review: This policy shall be reviewed by the Board annually, to determine if any changes are needed and to acknowledge that it has been reviewed.

Approved: Renumbering & Format - October 8, 2002
Adopted: August 12, 2003
Amended: July 11, 2006
Amended: May 8, 2007
Amended: November 11, 2008

Amended: January 13, 2009
Amended: April 14, 2009
Amended: August 10, 2010

Rossmoor Community Services District

Policy

No. 3035

INVESTMENT OF DISTRICT FUNDS

3035.00 Purpose: The purpose of this policy is to comply with the requirements of California Government Code Sections 53600 et. seq. and to provide clear guidance for the investment of surplus funds under the control but not required for the immediate needs of the Rossmoor Community Services District (RCSD); herein after, the District.

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Approved: Renumbering & Format - October 8, 2002
Adopted: August 12, 2003
Amended: July 11, 2006
Amended: May 8, 2007
Amended: November 11, 2008
Amended: January 13, 2009

Amended: April 14, 2009
Amended: August 10, 2010

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-6

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: THE SECOND READING OF REVISIONS TO POLICY 2150 EMPLOYEE COMPENSATION AND BENEFITS

RECOMMENDATION

Staff is recommending that the RCSD Board of Directors give second reading of proposed changes to Policy No. 2150 Employee Compensation and Benefits.

BACKGROUND

At its meeting of April 14, 2026, the Rossmoor Community Services District (RCSD) Board of Directors approved offering employer sponsored group term life insurance at one (1) time annual salary for full time staff effective July 1, 2026. As a result, this item needs to be added to Policy No. 2150 to reflect the employee benefits currently being offered by the District.

At its meeting of May 12, 2026, the Rossmoor Community Services District (RCSD) Board of Directors approved the first reading of changes to Policy Number 2150 Employee Compensation and Benefits.

Some minor clarifications have been added that eligibility for a new employee begins on the first day of the first month following the date of hire and that the highest payout would be one (1) time annual salary up to \$100,000.

ATTACHMENTS

1. Proposed Changes to Policy No. 2150 - REDLINE
2. Policy No. 2150 – CLEAN with incorporated changes.

Rossmoor Community Services District

Policy

No. 2150

EMPLOYEE COMPENSATION AND BENEFITS

2150.10 Policy: To engage the services of employees, the Board finds that it is necessary to provide compensation in the form of competitive wages and employee benefits.

2150.20 Compensation: In order for the District to provide the various services provided for in the District's enabling legislation, it is necessary for the Board to employ qualified persons to carry out its mission.

2150.21 Salary and Positions of Employment: Shall be established by Resolution and/or the District Employee Salary Plan with the adoption of the annual Final Budget for the District or by other formal action of the Board. (See policy No. 2155).

2150.22 Payroll Schedule: All employees shall be paid by payroll check twice each month on the ~~1st and 15th~~ and last day of the month. When such dates fall on a weekend or a holiday, employees will be paid on the last work day prior to the week end or holiday.

2150.23 Time Sheet: Actual salary shall be based upon valid entries on the employee's Time Sheet, signed by the employee and approved by the supervisor and/or General Manager.

2150.30 Overtime: The payment of overtime shall be paid at one and one-half the employee's hourly rate and is governed as follows:

2150.31 Overtime Defined:

- . Time worked in excess of forty (40) hours in a work week.
- . Time worked in excess of eight (8) hours on a scheduled workday.
- . Time worked on a designated holiday.
- . Other than regular hours, any time worked by an employee in emergency repair or maintenance of District facilities. All emergency callouts shall be paid on a 4-hour minimum.
- . In all cases, employees who work overtime shall receive overtime pay in accordance with State laws and regulations.

2150.40 Compensatory Time: An employee who works overtime may elect to take compensatory time in lieu of overtime pay at one and one-half (1 ½) hours per hour of overtime with the approval of the General Manager.

2150.50 Out of Classification Pay: Employees assigned to work in a higher classification on a temporary basis which exceeds seven or more continuous work days shall be paid out of classification pay. This amount shall be 15% of the employee's normal compensation not to exceed the rate of pay for the position temporarily being filled.

2150.60 Benefits: Employee benefits are established by the Board and governed as follows by Policy No. 2015 Employment Probationary Period and Acquiring of Benefits, and other specific benefits as defined below:

2150.61 Health Insurance Eligibility: The District's Health Plan provides coverage for medical, dental and vision coverage for a spouse or dependents at the option of the individual employee. The plan is fully paid by the District for regular employees working 30 or more hours per week. The District will pay one-half of the premiums for regular employees working 20-29 hours per week if the employee elects to pay the remainder.

2150.62 Group Life Insurance Eligibility: Regular employees working 30 or more hours per week are eligible to receive Group Life Insurance through the District's Group Life Insurance Policy. The Policy is fully paid by the District and provides a payout of one (1) times annual salary up to \$100,000 to all participating employees. For new hires coverage will begin on the first of the month following the date of hire.

2150.62-63 Retirement: All employees of the District are covered under the provisions of the United States Social Security Administration.

2150.63-64 Deferred Compensation: A voluntary deferred compensation plan is provided in accordance with Policy No. 2160.

2150.64-65 Uniforms; Uniforms consisting of polo shirts, caps, name badges, and jackets bearing the RCSD logo will be issued as needed for the performance of required duties at the discretion of the General Manager.

2150.65-66 Reimbursement of Expenses: Employees may be compensated for expenses incurred during the course of employment with the prior approval of the General Manager.

2150.66-67 Clothing Allowance: The Park Superintendent shall be reimbursed for one pair of work boots and four pair of work pants annually. The dollar amount for the boots and pants shall be reviewed by the General Manager in advance of the purchase.

Adopted: Resolution 95-3, March 8, 1995
Approved renumbering & format: October 8, 2002
Adopted: June 10, 2003
Amended: April 13, 2004
Amended: May 12, 2009

Amended: November 8, 2011

Rossmoor Community Services District

Policy

No. 2150

EMPLOYEE COMPENSATION AND BENEFITS

2150.10 Policy: To engage the services of employees, the Board finds that it is necessary to provide compensation in the form of competitive wages and employee benefits.

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2150.21 Salary and Positions of Employment: Shall be established by Resolution and/or the District Employee Salary Plan with the adoption of the annual Final Budget for the District or by other formal action of the Board. (See policy No. 2155).

2150.22 Payroll Schedule: All employees shall be paid by payroll check twice each month on the 15th and last day of the month. When such dates fall on a weekend or a holiday, employees will be paid on the last workday prior to the weekend or holiday.

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2150.31 Overtime Defined:

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- . Time worked in excess of eight (8) hours on a scheduled workday.
- . Time worked on a designated holiday.
- . Other than regular hours, any time worked by an employee in emergency repair or maintenance of District facilities. All emergency callouts shall be paid on a 4-hour minimum.
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2150.50 Out of Classification Pay: Employees assigned to work in a higher classification on a temporary basis which exceeds seven or more continuous workdays shall be paid out of classification pay. This amount shall be 15% of the employee's normal compensation not to exceed the rate of pay for the position temporarily being filled.

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2150.61 Health Insurance Eligibility: The District's Health Plan provides coverage for medical, dental and vision coverage for a spouse or dependents at the option of the individual employee. The plan is fully paid by the District for regular employees working 30 or more hours per week. The District will pay one/half of the premiums for regular employees working 20-29 hours per week if the employee elects to pay the remainder.

2150.62 Group Life Insurance Eligibility: Regular employees working 30 or more hours per week are eligible to receive Group Life Insurance through the District's Group Life Insurance Policy. The Policy is fully paid by the District and provides a payout of one (1) times annual salary up to \$100,000 to all participating employees. For new hires coverage will begin on the first of the month following the date of hire.

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2150.65 Uniforms: Uniforms consisting of polo shirts, caps, name badges, and jackets bearing the RCSD logo will be issued as needed for the performance of required duties at the discretion of the General Manager.

2150.66 Reimbursement of Expenses: Employees may be compensated for expenses incurred during the course of employment with the prior approval of the General Manager.

2150.67 Clothing Allowance: The Park Superintendent shall be reimbursed for one pair of work boots and four pair of work pants annually. The dollar amount for the boots and pants shall be reviewed by the General Manager in advance of the purchase.

Adopted: Resolution 95-3, March 8, 1995
Approved renumbering & format: October 8, 2002
Adopted: June 10, 2003
Amended: April 13, 2004
Amended: May 12, 2009
Amended: November 8, 2011

ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-7

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: RESOLUTION NO. 26-06-09-01 REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve by roll call vote, Resolution No. 26-06-09-01, by reading the title only and waiving further reading as follows:

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

BACKGROUND

A claim has been filed by Kenley Grace Gurzi, alleging wrongful death of father. This claim was forwarded to California Joint Powers Insurance Authority (CJPIA) who provides insurance for the District. Through CJPIA's claims administration, the District was advised to reject this claim because the loss location is not within the District's jurisdiction.

The attached Resolution No. 26-06-09-01 formally rejects the claim. Further action on this matter will be conducted in accordance with established liability claim procedures. Kenley Grace Gurzi will have six (6) months from the date of rejection to file a court action if they choose to pursue a claim against the District.

ATTACHMENTS

1. Resolution No. 26-06-09-01
2. Notice of Claim Rejection (Carl Warren & Company for CJPIA)
3. California Government Code Section 912.4 – Presentation and Consideration of Claims

RESOLUTION 26-06-09-01

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

WHEREAS, a claim for monetary damages (Claim) was presented by Kenley Grace Gurzi dated May 5, 2026 and received on by U.S. mail on May 11, 2026 against the Rossmoor Community Services District for property damages; and

WHEREAS, that the Board of Directors of the Rossmoor Community Services District has timely considered the Claim filed by Kenley Grace Gurzi.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District has concluded the Claim be rejected in its entirety because the loss location is not within the District's jurisdiction.

BE IT FURTHER RESOLVED that the District's General Manager is authorized to give notice to Kenley Grace Gurzi of this Board's decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action of the Claim. Such notice together with a copy of this Resolution, shall be served upon Kenley Grace Gurzi on or before June 25, 2026.

PASSED AND ADOPTED this 9th day of June 2026.

AYES: Directors Maynard, DeMarco, Remnet, Shade and Searles

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jo Shade, President

ATTEST:

Sharon Landers, Secretary
Rossmoor Community Services District

Jessica Verduzco

From: Claudia Bray <cbray@athensadmin.com>
Sent: Tuesday, May 12, 2026 8:03 AM
To: Jessica Verduzco
Cc: Allison Shepard
Subject: Heirs of Christopher Gurzi v. District of Rossmoor CJP-3056651

Hello Jessica,

We have opened up a claim. Allison has been assigned to complete the fact development. Thank you for confirming that the loss location is not within the District's jurisdiction. Please move forward sending out the rejection notice.

Allison,

Please secure a copy of the District's rejection notice and send out an explanation of rejection to the attorney.



Claudia Bray

Claims Supervisor

Athens Program Insurance Services, LLC

p: 916-514-4818 | f: 916-588-4721

e: cbray@athensadmin.com | w: www.athensadmin.com

Athens Program Insurance Services, LLC CA license 2L60159

JUSTIA[Go to Previous Versions of this Section](#) ▾

**2025 California Code
Government Code - GOV
TITLE 1 - GENERAL
DIVISION 3.6 - CLAIMS AND ACTIONS
AGAINST PUBLIC ENTITIES AND
PUBLIC EMPLOYEES
PART 3 - CLAIMS AGAINST PUBLIC
ENTITIES
CHAPTER 2 - Presentation and
Consideration of Claims
ARTICLE 1 - General
Section 912.4.**

Universal Citation:

CA Govt Code § 912.4 (2025) ○

[◀ Previous](#)[Next ▶](#)

912.4. (a) The board shall act on a claim in the manner provided in Section 912.6, 912.7, or 912.8 within 45 days after the claim has been presented. If a claim is amended, the board shall act on the amended claim within 45 days after the amended claim is presented.

(b) The claimant and the board may extend the period within which the board is required to act on the claim by written agreement made either:

(1) Before the expiration of the period.

(2) After the expiration of the period if an action based on the claim has not been commenced and is not yet barred by the period of limitations provided in Section 945.6.

(c) If the board fails or refuses to act on a claim within the time prescribed by this section, the claim shall be deemed to have been rejected by the board on the last day of the period within which the board was required to act upon the claim. If the period within which the board is required to act is extended by agreement pursuant to this section, the last day of the period within which the board is required to act shall be the last day of the period specified in the agreement.

(Amended by Stats. 2002, Ch. 1007, Sec. 3. Effective January 1, 2003.)

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Claims Against Government Entities

Government Claims Act

In most cases you are required to take certain steps before filing a lawsuit against a government entity. The Government Claims Act ([Government Code sections 810-996.6](#)) outlines what to do before you can sue a government entity. Submitting a claim is important because a lawsuit might fail if the claim process is not followed.

The claims procedure is complex. If you are considering filing a claim, seek advice from an attorney with experience in claims against government entities.

Time Limits to Submit Claims

Submit claim within **6 months** of incident for:

- Personal injury
- Personal property damage
- Wrongful death

Submit claim within **1 year** of incident for:

- Breach of contract
- Damage to real property (real estate)
- Equitable estoppel (party cannot go back on their word)

See [Government Code sections 915-915.4](#) for requirements on presenting the claim and giving notice.

Civil Self-Help Services



Hall of Justice
813 6th Street
Room 117, First Floor
Sacramento, CA 95814

Claim Information

Government Code section 910 sets forth the essential contents of a claim. They include:

- The names and addresses of the claimant (you) and where notices are to be sent;
- A statement of the "date, place, and other circumstances of the occurrence or transaction";
- A description of the indebtedness, obligation, injury, damage, or loss incurred, as far as they are known when the claim is presented;
- The name of the public employee who caused the injury, if known.; and
- The amount claimed if under \$10,000, and if over \$10,000 whether it would be a limited civil case.

Check with the entity to determine whether they have a claim form or if you will need to create one yourself. The claim must be submitted to the clerk, secretary, auditor, or governing body of the entity.

Procedural Steps

Typical Steps for a 6-month claim:

1. You present the claim.
2. The public entity may issue a "Notice of Insufficiency" and give you the chance to amend your claim. (This is optional.)
3. The public entity will accept or reject your timely claim, or return of your late claim.
4. (If applicable) You may ask for late claim relief.
5. If the entity rejected your claim, you can then file lawsuit.

The procedural steps for 1-year claims are the same, except that late claim relief is unavailable.

Action By Entity

Once you submit a claim, the government entity has 45 days to respond. (Government Code section 912.4(a).) If they do not take action within 45 days, the law considers the claim rejected.

The entity must give written notice of its action or inaction on a claim. The notice will state that (with some exceptions) you only have six months from the date of hand-delivery (or date it was put in the mail) to file a lawsuit with the court. (Government Code section 913.)

If the entity does not comply with

Government Code section 913, you have 2 years from the inciting incident, instead of the 6 months from when notice was given.

Liability of Employees

A government entity may be held responsible for the negligent acts of its employees, as long as that person was acting in the scope of their employment. The claim is to be filed against the entity that employs the negligent person, not the employee individually. This rule also applies to independent contractors who are performing work for a governmental entity.

Excluded Claims

Some claims are exempt from the requirements of the Government Claims Act. Here are a few examples:

- Claims against the Regents of the University of California.
- Claims based on a violation of the California Whistleblower Protection Act.
- Inverse condemnation claims.
- Claims under the Revenue and Taxation Code.

This list is not exhaustive. Check the Government Claims Act for all exceptions.

Disclaimer: This Brochure is intended as general information only. Your case may have factors requiring different procedures or forms. If you need further assistance consult a lawyer.

Additional Resources

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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM G-8

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
Subject: RESOLUTION NO. 26-06-09-02 REJECTION OF GOVERNMENT CLAIM

RECOMMENDATION

It is recommended that the Rossmoor Community Services District (RCSD) Board of Directors approve by roll call vote, Resolution No. 26-06-09-02, by reading the title only and waiving further reading as follows:

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

BACKGROUND

A claim has been filed by Everley Sarai Gurzi, alleging wrongful death of father. This claim was forwarded to California Joint Powers Insurance Authority (CJPIA) who provides insurance for the District. Through CJPIA's claims administration, the District was advised to reject this claim because the loss location is not within the District's jurisdiction.

The attached Resolution No. 26-06-09-02 formally rejects the claim. Further action on this matter be conducted in accordance with established liability claim procedures. Everley Sarai Gurzi will have six (6) months from the date of rejection to file a court action if they choose to pursue a claim against the District.

ATTACHMENTS

1. Resolution No. 26-06-09-02
2. Notice of Claim Rejection (Carl Warren & Company for CJPIA)
3. California Government Code Section 912.4 – Presentation and Consideration of Claims

RESOLUTION 26-06-09-02

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

WHEREAS, a claim for monetary damages (Claim) was presented by Everley Sarai Gurzi dated May 5, 2026 and received by U.S. mail on May 11, 2026 against the Rossmoor Community Services District for property damages; and

WHEREAS, that the Board of Directors of the Rossmoor Community Services District has timely considered the Claim filed by Everley Sarai Gurzi.

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Rossmoor Community Services District has concluded the Claim be rejected in its entirety because the loss location is not within the District's jurisdiction.

BE IT FURTHER RESOLVED that the District's General Manager is authorized to give notice to Everley Sarai Gurzi of this Board's decision to reject in its entirety, the Claim, and further advise that said claimant has six (6) months from the date the rejection is deposited in the mail to file a court action of the Claim. Such notice together with a copy of this Resolution, shall be served upon Everley Sarai Gurzi on or before June 25, 2026.

PASSED AND ADOPTED this 9th day of June 2026.

AYES: Directors Maynard, DeMarco, Remnet, Shade and Searles

NOES:

ABSTAIN:

ABSENT:

BOARD OF DIRECTORS
ROSSMOOR COMMUNITY SERVICES DISTRICT

Jo Shade, President

ATTEST:

Sharon Landers, Secretary
Rossmoor Community Services District

Jessica Verduzco

From: Claudia Bray <cbray@athensadmin.com>
Sent: Tuesday, May 12, 2026 8:03 AM
To: Jessica Verduzco
Cc: Allison Shepard
Subject: Heirs of Christopher Gurzi v. District of Rossmoor CJP-3056651

Hello Jessica,

We have opened up a claim. Allison has been assigned to complete the fact development. Thank you for confirming that the loss location is not within the District's jurisdiction. Please move forward sending out the rejection notice.

Allison,

Please secure a copy of the District's rejection notice and send out an explanation of rejection to the attorney.



Claudia Bray
Claims Supervisor
Athens Program Insurance Services, LLC
p: 916-514-4818 | f: 916-588-4721
e: cbray@athensadmin.com | w: www.athensadmin.com
Athens Program Insurance Services, LLC CA license 2L60159

For additional information, please contact the undersigned by telephone at the number listed above or by email at the email address listed above. The undersigned is not responsible for the accuracy of the information provided herein. The undersigned is not responsible for the accuracy of the information provided herein. The undersigned is not responsible for the accuracy of the information provided herein. The undersigned is not responsible for the accuracy of the information provided herein.

JUSTIA[Go to Previous Versions of this Section](#) ▾

**2025 California Code
Government Code - GOV
TITLE 1 - GENERAL
DIVISION 3.6 - CLAIMS AND ACTIONS
AGAINST PUBLIC ENTITIES AND
PUBLIC EMPLOYEES
PART 3 - CLAIMS AGAINST PUBLIC
ENTITIES
CHAPTER 2 - Presentation and
Consideration of Claims
ARTICLE 1 - General
Section 912.4.**

Universal Citation:

CA Govt Code § 912.4 (2025) ○

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912.4. (a) The board shall act on a claim in the manner provided in Section 912.6, 912.7, or 912.8 within 45 days after the claim has been presented. If a claim is amended, the board shall act on the amended claim within 45 days after the amended claim is presented.

(b) The claimant and the board may extend the period within which the board is required to act on the claim by written agreement made either:

(1) Before the expiration of the period.

(2) After the expiration of the period if an action based on the claim has not been commenced and is not yet barred by the period of limitations provided in Section 945.6.

(c) If the board fails or refuses to act on a claim within the time prescribed by this section, the claim shall be deemed to have been rejected by the board on the last day of the period within which the board was required to act upon the claim. If the period within which the board is required to act is extended by agreement pursuant to this section, the last day of the period within which the board is required to act shall be the last day of the period specified in the agreement.

(Amended by Stats. 2002, Ch. 1007, Sec. 3. Effective January 1, 2003.)

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Disclaimer: These codes may not be the most recent version. California may have more current or accurate information. We make no warranties or guarantees about the accuracy, completeness, or adequacy of the information contained on this site or the information linked to on the state site. Please check official sources.

Claims Against Government Entities

In most cases you are required to take certain steps before filing a lawsuit against a government entity. The Government Claims Act ([Government Code sections 810-996.6](#)) outlines what to do before you can sue a government entity. Submitting a claim is important because a lawsuit might fail if the claim process is not followed.

The claims procedure is complex. If you are considering filing a claim, seek advice from an attorney with experience in claims against government entities.

Time Limits to Submit Claims

Submit claim within 6 months of incident for:

- Personal injury
- Personal property damage
- Wrongful death

Submit claim within 1 year of incident for:

- Breach of contract
- Damage to real property (real estate)
- Equitable estoppel (party cannot go back on their word)

See [Government Code sections 915-915.4](#) for requirements on presenting the claim and giving notice.

Government Claims Act

[Government Code section 910](#) sets forth the essential contents of a claim. They include:

- The names and addresses of the claimant (you) and where notices are to be sent;
- A statement of the "date, place, and other circumstances of the occurrence or transaction";
- A description of the indebtedness, obligation, injury, damage, or loss incurred, as far as they are known when the claim is presented;
- The name of the public employee who caused the injury, if known.; and
- The amount claimed if under \$10,000, and if over \$10,000 whether it would be a limited civil case.

Check with the entity to determine whether they have a claim form or if you will need to create one yourself. The claim must be submitted to the clerk, secretary, auditor, or governing body of the entity.

Claim Information

Procedural Steps

Typical Steps for a 6-month claim:

1. You present the claim.
2. The public entity may issue a "Notice of Insufficiency" and give you the chance to amend your claim. (This is optional.)
3. The public entity will accept or reject your timely claim, or return of your late claim.
4. (If applicable) You may ask for late claim relief.
5. If the entity rejected your claim, you can then file lawsuit.

The procedural steps for 1-year claims are the same, except that late claim relief is unavailable.

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Action By Entity

Once you submit a claim, the government entity has 45 days to respond. ([Government Code section 912.4\(a\)](#).) If they do not take action within 45 days, the law considers the claim rejected.

The entity must give written notice of its action or inaction on a claim. The notice will state that (with some exceptions) you only have six months from the date of hand-delivery (or date it was put in the mail) to file a lawsuit with the court. ([Government Code section 913.](#))

If the entity does not comply with Government Code section 913, you have 2 years from the inciting incident, instead of the 6 months from when notice was given.

Liability of Employees

A government entity may be held responsible for the negligent acts of its employees, as long as that person was acting in the scope of their employment. The claim is to be filed against the entity that employs the negligent person, not the employee individually. This rule also applies to independent contractors who are performing work for a governmental entity.

Excluded Claims

Some claims are exempt from the requirements of the Government Claims Act. Here are a few examples:

- Claims against the Regents of the University of California.
- Claims based on a violation of the California Whistleblower Protection Act.
- Inverse condemnation claims.
- Claims under the Revenue and Taxation Code.

This list is not exhaustive. Check the Government Claims Act for all exceptions.

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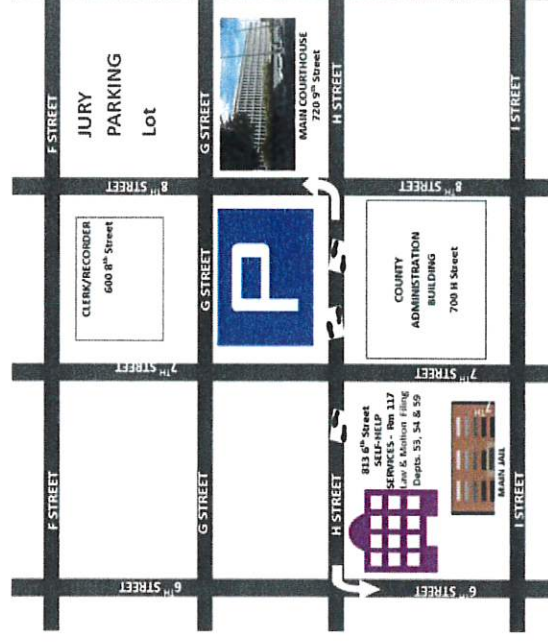
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ROSSMOOR COMMUNITY SERVICES DISTRICT

AGENDA ITEM H

Date: June 9, 2026
To: Honorable Board of Directors
From: General Manager Sharon Landers
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:

- Signed contract with Elegant Construction Inc. to complete the Rush Park Swing Maintenance Project. Elegant is ordering materials and will start work shortly.
- Last E-Bike signs have been installed.
- 4/20/2026 - Omero Perez participated in a walkthrough of our facilities for a CJPIA Risk Management Review that they do every 3 years.
- 5/13/2026 - Carolyn Whang, Joshua Byerrum and I attended a kickoff meeting with the District's new auditor, Nigro & Nigro.
- 5/28/2026 - Chris Argueta and I attended Seal Beach & Los Alamitos Chambers Non-Profit Panel Luncheon.
- 6/2/2026 Caught up with Senator Tony Strickland and Assemblyman Tri-Ta at the Los Alamitos High School Graduation parade that concluded at Rush Park on Saturday, May 30th.
- 6/4/2026 Alliance Building Solutions conducted a half day walk through to assess energy opportunities at our facilities.
- Have been asked to participate in a panel called: "So you want to be a General Manager" on June 28 at a CSDA conference in Newport Beach.
- Surveyed the setup for polling at the Rossmoor Community Center.

ATTACHMENTS

None