

# Surfside Colony Community Services District

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## Minutes of the October 7th, 2019 General Meeting of the Board of Directors Surfside Office, B-89 6:30 p.m.

- Directors Present:** President Paul Mesmer, Secretary Gayle Mueller-Winnen, Karen Johnson, Rudy Lalonde, and Tara Amundson.
- Directors Absent:** None.
- Staff Present:** Clerk Chris Montana.
- Community:** John Kriss, Linda Garofalo, Don Karich, and Steve Rowe of Surfside Colony Storm Water Protection District; K.C. Coultrup and Sandy Kriss of Surfside Colony, Ltd.

President Mesmer led all in the Pledge of Allegiance and called the meeting to order at 6:30 p.m.

Community Input: Linda Garofalo commented on the noticeable improvement of the softer speedbump installed near her residence.

Review and Possible Approval of the September 16th, 2019 General Board Meeting Minutes: After the Board reviewed the September 16th, 2019 General Board Meeting Minutes, Secretary Mueller-Winnen moved for approval as presented. Director Johnson seconded, and the motion passed unanimously.

Review and Discussion of Project Status: Project Manager K.C. Coultrup reviewed the current status of the C Row Street Replacement, Front Gates, and Security Cameras Projects. President Mesmer and District Board members reiterated to Surfside Colony Ltd. Board Members that the Capital Project Approval Policy, including the submission of a project plan, must be followed before projects were either approved or funded. Project Manager K.C. Coultrup stated that the C Row Street Project did not require a permit.

Sandy Kriss of Surfside Colony, Ltd. inquired if the additional request of \$45,000 for a design change was denied due to timing, since the District's budget policy requires additional funding requests to be presented in January. Board members stated that the additional project funding request was denied based on the fact that it was deemed to be an aesthetic preference, rather than a functional enhancement, that fell outside the District's responsibility to repair and replace the street. Board members also commented that the change of design from concrete to brick pavers did not seem to be a prudent use of funds, and that the proposed brick pavers were inconsistent with the rest of the community, except for the main entrance.

In regards to the Security Camera Project, Project Manager Coultrup reported that the wireless portion of the project was underway, which served as the backbone for the entire project, since it would determine camera locations.

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Secretary Mueller-Winnen inquired about possible Coastal Commission permit requirements, in regards to replacing the arm-type gates with a swinging gate. Project Manager Coultrup stated that the permit process with the Coastal Commission had been started.

Current Bills: Clerk Montana presented check #'s 3595-3597 in the amount of \$43,091.00, consisting of \$1,800.00 for project management expenses, and \$41,291.00 for the monthly Security and Maintenance Contract billing and general administrative expenses, for review and signature. Checks were approved and signed as presented.


Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of October 7<sup>th</sup>, 2019 to be \$875,512, and reviewed the trial balance with the Board. The Clerk distributed the Final 2019-20 Assessor's Applied Report, showing a total of 257 parcels for a total assessment of \$40,960.00. Clerk Montana reviewed the 1<sup>st</sup> Quarter Surfside Colony, Ltd. Security and Maintenance Contract Reconciliation with the Board and agreed to confirm that the discrepancy between actual and budgeted expenses was primarily due to the timing of security invoices being received and paid. The Board agreed to accept the reconciliation and monitor future expenses. Lastly, the Clerk recommended the transfer of \$200,000 from the District's checking account to the LAIF account in order to earn a higher yield. A motion was made and accepted as follows:

**MOTION:** Director Johnson moved to approve a transfer of \$200,000 from the District's checking account to the LAIF (Local Agency Investment Fund) account. Director Lalonde seconded and the motion passed unanimously.

Board Member Items: President Mesmer reported on the CSDA annual conference and distributed information from the conference pertaining to the Brown Act and Policies & Procedures. President Mesmer requested Board approval of travel expenses to attend an upcoming CSDA Committee meeting, for which he is a member. A motion was made and carried as follows:

**MOTION:** Director Johnson moved to authorize District reimbursement of President Mesmer's travel expenses to attend the upcoming CSDA Committee meeting. Secretary Mueller-Winnen seconded and the motion passed unanimously.

Adjournment: There being no further business to be brought before the Board, Secretary Mueller-Winnen moved to adjourn the meeting at 7:46 p.m., and to schedule the next Board meeting for Monday, November 4th, 2019. Director Johnson seconded, and the meeting was unanimously adjourned.

  
Paul Mesmer, President

  
Gayle Mueller-Winnen, Secretary