

Surfside Colony Community Services District

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Minutes of the January 27th, 2020 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, Steve Rowe, Don Karich and Henry Viets 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: None.

Review and Possible Approval of the December 9th, 2019 General Board Meeting Minutes:

After the Board reviewed the December 9th, 2019 General Board Meeting Minutes, Director Johnson moved for approval as presented. Secretary Mueller-Winnen seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented check #'s 3608-3611 in the amount of \$70,878.89 for review and signature, consisting of \$29,147.89 for Project Costs and \$41,731.00 for the monthly Security and Maintenance billing and general administrative expenses. The C-Row Project invoice, which had been tabled in the previous month, had been reduced by \$3,643.47 after further analysis and was included above. Checks were approved and signed as presented.

Review and Possible Approval of Surfside Colony Ltd. 2019-20 Additional Funding Request: In accordance with the District's Budget Preparation and Approval Policy, Surfside Colony Ltd. submitted its mid-year additional funding request at the District's January meeting. K.C. Coultrup and Sandy Kriss presented the attached request, including backup documentation as required by the District's Project Approval Policy. The Board reviewed and discussed each item of the request, and the following motions were made and carried:

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C Row Street Replacement - \$45,600

MOTION: President Mesmer moved to decline Surfside Colony, Ltd.'s additional request of \$45,600 for the C Row Street Replacement Project, primarily resulting from a design change from standard gray concrete to brick pavers. The decision was made on the basis that the additional funds being requested were the result of an aesthetic preference that fell outside the District's responsibility of street replacement. Director Lalonde seconded and the motion to decline was passed. Ayes: 3 (Mesmer, Lalonde, Winnen); Noes: 2 (Johnson, Amundson).

A & B Row Street Replacement - \$48,000

As a result of the above vote, Project Manager Coultrup amended the A & B Row Street Replacement request to remove the cost of brick pavers and to only request funds for management fees of \$6,000. A motion was made and carried as follows:

MOTION: Director Johnson moved to approve additional funding of \$6,000 for management fees of the A & B Row Street Replacement Project. Secretary Winnen seconded and the motion passed unanimously.

Tractor Hydraulics - \$482.04

MOTION: Director Amundson moved to approve funding of \$482.04 for the tractor hydraulics upgrade, Director Lalonde seconded and the motion passed unanimously.

Speed Bumps - \$6,612.63

MOTION: Director Johnson moved to approve funding of \$6,612.63 for the replacement of speed bumps due to age and breakage, Director Lalonde seconded and the motion passed unanimously.

Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of January 27th, 2020 to be \$1,045,124, and reviewed the trial balance with the Board. The Clerk reported that the 2019 Financial Transaction Report, due Jan. 31st, was timely filed with the State Controller's Office, and presented the 2019 Audit Engagement Letter for review. A motion was made and carried to approve as follows:

MOTION: President Mesmer moved to approve the 2019 Financial Transaction Report and Audit Engagement Letter. Director Johnson seconded and motion passed unanimously.


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The Clerk presented the 2nd Quarter 2019-20 Surfside Colony Ltd. Security and Maintenance Contract Reconciliation for review and approval. The majority of the discrepancy was reportedly due to a timing difference in security invoices paid to date by Surfside Colony Ltd. A motion was made and carried to approve the reconciliation as follows:

MOTION: President Mesmer moved to approve the 2nd Quarter Reconciliation as prepared and to monitor future 2019-20 expenses. Secretary Winnen seconded and the motion passed unanimously.

Board Member Items: None.

Adjournment: There being no further business to be brought before the Board, Secretary Mueller-Winnen moved to adjourn the meeting at 7:44 p.m., and to schedule the next Board meeting for Monday, February 24th, 2020. Director Johnson seconded, and the meeting was unanimously adjourned.


Paul Mesmer, President


Gayle Mueller-Winnen, Secretary