

# Surfside Colony Community Services District

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## Minutes of the May 18th, 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, Tara Amundson, and Rudy Lalonde (Zoom meeting as publicly posted).
- Directors Absent:** None.
- Staff Present:** Clerk Chris Montana.
- Community:** John Kriss, Steve Rowe, Linda Garofalo, Don Karich and Henry Viets of Surfside Colony Storm Water Protection District; K.C. Coultrup, Sandy Kriss of Surfside, 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 April 22nd, 2020 General Board Meeting Minutes: After the Board reviewed the April 22nd, 2020 General Board Meeting Minutes, Director Amundson moved for approval as presented. Director Lalonde seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented check #'s 3624-3629 in the amount of \$91,013.67, consisting of \$43,693.67 for Project Costs as approved at last month's meeting and \$47,320.00 for the monthly Security and Maintenance billing and general administrative expenses. 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 May 18th, 2020 to be \$1,099,883, and reviewed the trial balance and draft 2019 audit report with the Board.

2020-21 Proposal for Security and Maintenance Services: K.C. Coultrup and Sandy Kriss of Surfside Colony, Ltd. presented the 2020-21 Proposal for Security and Maintenance Services Contract dated May 15, 2020 for review and discussion (see attached), for an annual amount of \$503,952 (\$41,996 monthly), as follows:

Parks and Recreation Expenses, Code 61100(e) - \$152,401  
Security Expenses, Code 61100(j) - \$316,601  
Street Maintenance Expenses, Code 61100(l) - \$21,751  
Office Space Rent - \$13,200

Clerk Montana also presented the Board with a current year/prior year cost analysis of each of the proposed costs for review and analysis (see attached). Board action was unanimously tabled until the June 2020 meeting.

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2020-21 Proposal for Capital Projects: K.C. Coultrup and Sandy Kriss of Surfside Colony, Ltd. presented the 2020-21 Proposal for Projects dated May 15<sup>th</sup>, 2020 (see attached) in the amount of \$638,761 as follows:

Security Cameras, Code 61100(j) - \$40,000 (\$20,000 rolled over from prior year)  
Section 3 A Row Street Replacement, Code 61100(l) - \$272,382  
Section 4 A Row Street Replacement, Code 61100(l) - \$321,379  
C Row Landscaping, Code 61100(e) - \$5,000

Sandy Kriss stated that the \$100,000 for playground equipment should not be included, due to the delayed sandfill project. Surfside Colony Ltd. also requested that the District reserve \$1,014,184 for future projects.

In response to Board member inquiries, K.C. Coultrup reported that the Street and Drainage Project Costs calculated on a square footage basis and a project map would be provided. Sandy Kriss stated that based on engineer's analysis, a cost-share percentage of 75% (Comm Serv street-related) / 25% (Storm Water drainage-related) seems appropriate. The Board reviewed, discussed and tabled action until the June 2020 meeting. The Clerk agreed to prepare a 5-year Cash Flow forecast in order to determine estimated future funding available.

Review of the 2020-21 Preliminary Operating Budget, Reserves and Investment Policies: Clerk Montana presented the 2020-21 Preliminary Operating Budget for review and discussion. Action was tabled.


Upcoming Election and Expiring Terms: The Clerk reported that Director Lalonde's seat was up for election in 2020 and that the Registrar of Voters would be informed per the Transmittal of Election Information.


Establishment of 2020-21 User Fees for Publication: After review and discussion, a motion was made and carried to establish the Annual User Fee as follows:

**MOTION:** Secretary Mueller-Winnen moved to establish and publish the 2020-21 Annual User Fee (Security and Street Maintenance Assessment) as \$160 for developed lots and \$80 for undeveloped lots. No increase from prior years was to be made. Director Johnson seconded and motion passed unanimously.

Board Member Items: Director Johnson commented that the construction crew appeared to be doing a phenomenal job in their efforts to keep the community clean and quiet while completing the street project.

Adjournment: There being no further business to be brought before the Board, Secretary Mueller-Winnen moved to adjourn the meeting at 7:32 p.m., and to schedule the next Board meeting for Monday, June 15th, 2020. Director Johnson seconded, and the meeting was unanimously adjourned.

  
Paul Mesmer, President

  
Gayle Mueller-Winnen, Secretary