

Surfside Colony Community Services District

P.O. Box 235

Surfside, California 90743

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Minutes of the June 20th, 2022

General Meeting of the Board of Directors

Surfside Office – B89 - 6:30 p.m.

- Directors Present:** President Paul Mesmer, Secretary Gayle Mueller-Winnen, Rudy Lalonde, Tara Amundson, and Linda Garofalo.
- Directors Absent:** None.
- Staff Present:** Clerk Chris Montana, Assessor Tony Thrasher of Willdan Financial.
- Community:** John Kriss, Don Karich, Hank Viets, and Dave Chamberlain of Surfside Colony Storm Water Protection District; K.C. Coultrup and Sandy Kriss of Surfside Colony, Ltd.

President Mesmer called the meeting to order at 6:30 and led all in the pledge of allegiance.

Community Input: None.

2022-23 User Fee Assessment:

(a) Assessor's Presentation of the 2022-23 User Fee Assessment Roll: Tony Thrasher of Willdan Financial Services presented the Surfside Colony Community Services District Fiscal Year 2022-23 Preliminary Assessment Roll to the Board of Directors for review and discussion, in the amount of \$40,960.00. The Assessor reported that the Notice of Filing Report had been published in accordance with Code Section 61115 and that the residential user fees for security and maintenance remained unchanged at \$160 for developed lots and \$80 for undeveloped lots.

(b) Board Hearing of Public Input and Protests: No written or oral protests were received.

(c) Review, Discussion, and Possible Approval of User Fee Assessment: After Board members reviewed and discussed the FY 2022-23 Preliminary Assessment Roll, a motion to adopt Resolution 2022-01 was made and carried as follows:

MOTION: Secretary Mueller-Winnen moved to adopt Resolution No. 2021-01 (attached) to resolve that 1) User Fees of \$80.00 are to be assessed on 2 undeveloped lots and User Fees of \$160.00 are to be assessed on 255 developed lots, for a total 2022-23 assessment of \$40,960.00 (same as last year), and 2) the Orange County Auditor-Controller is directed to add the 2022-23 Assessment to the Tax Roll. Director Amundson seconded and the motion passed unanimously.

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Review and Possible Approval of the May 23rd, 2022 General Board Meeting Minutes: After Board members reviewed the Minutes of the May 23rd, 2022 General Meeting of the Board, Director Garofalo moved to approve as presented, Secretary Mueller-Winnen seconded, and the motion passed unanimously.

Surfside Colony, Ltd. Project Status: Clerk Montana distributed the Project Status Template to Close Out the A-Row Street Replacement Project–Section 6 as attached. A motion was made and accepted as follows:

MOTION: Secretary Mueller-Winnen moved to accept and to close out the A-Row Street Replacement Project–Section 6 for a total budgeted and actual amount paid by the District of \$253,845. Director Amundson seconded, and the motion passed unanimously.

Review and Possible Approval of Surfside Colony Ltd.’s 2022-23 Proposal for Security and Maintenance Services: Sandy Kriss of Surfside Colony, Ltd. presented a revised 2022-23 Proposal for Security and Maintenance Services Contract dated May 24, 2022 for review and discussion (see attached), for an annual amount of \$546,487 (\$45,541 monthly). Clerk Montana provided the Board with a current year vs. prior year cost analysis indicating an increase of 1.45% over the prior year. A motion was made and carried as follows:

MOTION: Director Amundson moved to accept the Annual 2022-23 Proposal for Security and Maintenance Services dated May 24, 2022 for an annual amount of \$546,487 (\$45,541 monthly). Secretary Mueller-Winnen seconded, and the motion passed unanimously.

Review and Discussion of Surfside Colony Ltd. 2022-23 Project Funds Request: Sandy Kriss and K.C. Coultrup of Surfside Colony, Ltd. presented the 2022-23 Project Funds Request for the upcoming Street Replacement Project–Section 1, in the amount of \$564,472. Based on current financial reports, \$372,300 would be available.

MOTION: Director Amundson moved to set aside funding for Section 1 of the Surfside Colony Street Replacement Project in the amount of \$372,300 with the actual approval and subsequent payment for the Project to be made after the procedures per the District’s Capital Improvement Project Approval Policy are complied with. Secretary Mueller-Winnen seconded and the motion passed unanimously.

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Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 3720-3727 for a total amount of \$151,503.05, consisting of \$143,582.00 for Street Replacement–Section 6 and \$7,921.05 for general and administrative expenses. The payment of the June 2022 Monthly Security and Maintenance invoice from Surfside Colony, Ltd. would be tabled until next month after the Final 2021-22 Reconciliation of Total Budgeted to Actual Expenses Incurred was completed. After discussion and review, checks were approved and signed as presented.

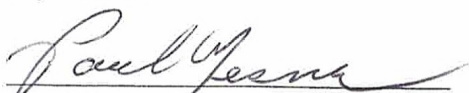
Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of June 20th, 2022, after the payment of the above expenses, to be \$410,304 and reviewed the current month's trial balance with the Board.

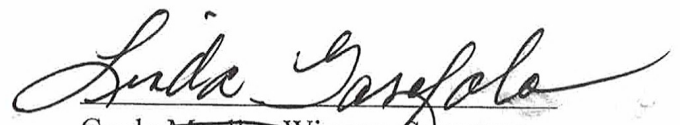
Review, Discussion and Possible Adoption of 2022-23 Preliminary Operating Budget, Reserves and Investment Policies: Clerk Montana presented the second draft of the 2022-23 Preliminary Operating Budget, Reserves and Investment policies for review and discussion. Total Budgeted 2022-23 Expenses of \$966,100 would be funded with \$849,200 in net property tax revenue, the cancellation of \$75,000 in project reserves, \$1,000 of interest income, and \$40,900 in user fee assessments. A motion was made and carried as follows:

MOTION: Secretary Mueller-Winnen moved to adopt the 2022-23 Preliminary Operating Budget in the amount of \$966,100 with the understanding that amounts may change in the preparation of the Final 2022-23 County of Orange budget once the year-end books are closed.. President Mesmer seconded, and the motion passed unanimously.

Board Member Items and New Business: President Mesmer reported on the CSDA Membership Committee and Professional Development Committee meetings as well as the upcoming Annual Conference.

Adjournment: There being no further business to be brought before the Board, Secretary Mueller-Winnen moved to adjourn the meeting at 7:35 p.m. and to schedule next month's meeting for July 25th, 2022. Director Amundson seconded, and the meeting was unanimously adjourned.


Paul Mesmer, President


Gayle Mueller-Winnen, Secretary
Linda Garofalo, Director