

Surfside Colony Community Services District

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Minutes of the May 23rd, 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, and Linda Garofalo.
- Directors Absent:** Tara Amundson.
- Staff Present:** Clerk Chris Montana.
- 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.

Review and Possible Approval of the April 25th, 2022 General Board Meeting Minutes: After Board members reviewed the April 25th, 2022 General Meeting of the Board Minutes, Secretary Winnen moved to approve as presented, Director Lalonde seconded, and the motion passed unanimously.

Surfside Colony, Ltd. Project Status: Clerk Montana distributed the Project Status Template for the A-Row Street Replacement Project – Section 6 (see attached) for review and discussion, and indicated that final budgeted billings were expected to be received next month. Project Manager Coultrup commented that the project went smoothly and would be completed by Wednesday, before Memorial Day weekend.

Review and Possible Approval of Surfside Colony Ltd.'s 2022-23 Proposal for Security and Maintenance Services: Sandy Kriss of Surfside Colony, Ltd. presented the 2022-23 Proposal for Security and Maintenance Services Contract dated May 20, 2022 for review and discussion (see attached), for an annual amount of \$577,520 (\$48,127 monthly). Clerk Montana provided the Board with a current year vs. prior year cost analysis of each of the proposed costs as attached, indicating an overall 7.26% increase. Sandy Kriss stated that a final, revised proposal would be presented at the June 2022 meeting for possible approval as part of the budget process.

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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 request for funds dated May 20, 2022 for upcoming Street Replacement Project–Section 1, in the amount of \$564,472. Based on current financial reports, only \$335,745 would be available for 2022-23 projects. Clerk Montana stated that with a revised Maintenance and Security Proposal and the final closing of the 2021-22 books, increased project funds could be available. However, Surfside Colony, Ltd. would still have to co-fund the Project due to the District’s limited funds.

Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 3716-3719 for a total amount of \$81,023.25, consisting of \$44,904.25 for the monthly Security and Maintenance billing, \$3,930.00 for general and administrative expenses, and \$32,189.00 for Street Replacement–Section 6 Project Costs. 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 May 23rd, 2022 to be \$559,568 and reviewed the current month’s trial balance with the Board. Clerk Montana reported that the 2021 financial statement audit was underway. The upcoming 2022 election was discussed and four Directors would be up for re-election. The 2022-23 preliminary operating budget, reserves and investment policies were distributed, reviewed, and discussed. A second draft would be presented at the June 2022 meeting.

Establishment of 2022-23 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 2022-23 Annual User Fee (Security and Street Maintenance Assessment) as \$160 for developed lots and \$80 for undeveloped lots (no increase from prior years) and to establish and publish the Assessment Meeting date as June 20, 2022. Director Lalonde seconded and motion passed unanimously.

Adjournment: There being no further business to be brought before the Board, Director Lalonde moved to adjourn the meeting at 7:24 p.m. and to schedule next month’s meeting for June 20th, 2022. Secretary Mueller-Winnen seconded, and the meeting was unanimously adjourned.

Paul Mesmer, President

Gayle Mueller-Winnen, Secretary