

Surfside Colony Community Services District

P.O. Box 235
Surfside, California 90743
(562) 592-2352 • www.surfsidecsd.org

Minutes of the October 17th, 2022 General Meeting of the Board of Directors Surfside Office – B89 - 6:30 p.m.

Directors Present: President Paul Mesmer, Secretary Gayle Mueller-Winnen,, and Tara Amundson.
Directors Absent: Rudy Lalonde, Linda Garofalo.
Staff Present: Clerk Chris Montana.
Community: John Kriss, Don Karich and Dave Chamberlain of Surfside Colony Storm Water Protection District.

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 September 26th, 2022 General Board Meeting Minutes:

After Board members reviewed the Minutes of the September 26th, 2022 General Meeting of the Board, Director Amundson moved to approve as presented, Secretary Mueller-Winnen seconded, and the motion passed unanimously.

Surfside Colony, Ltd. Street Replacement Project – Section 1 Status Update: Clerk Montana distributed the Project Status Template for the Street Replacement Project – Section 1 (attached). Surfside Colony, Ltd. Project Manager K.C. Coultrup reported on the template that Section 1A had been completed on October 11th and that Section 1B will be completed by November 18th. Clerk Montana reported to the Board that current District cash balances prevented payment of Project Cost Reimbursement invoices until November and December at which time property tax apportionment funds will have been received.

Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 3742-3743 for a total amount of \$46,756, consisting of \$45,541 for the October 2022 Security and Maintenance billing, and \$1,215 for general and administrative expenses. As noted above, budgeted Project Cost Reimbursement Invoices would be paid when adequate 2022-23 tax apportionment revenues were received. After discussion and review, checks were approved and signed as presented.

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Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of October 17th, 2022, after the payment of the above expenses, to be \$198,824, consisting of \$8,983 in the District's checking account and \$189,841 in the District's general reserve LAIF investment account. The current month's trial balance and November and December anticipated cash flows were discussed.

Clerk Montana distributed a Records Retention Policy for Board review and possible adoption, which had been tabled at last month's meeting pending further review. A motion for adoption was made and carried as follows:

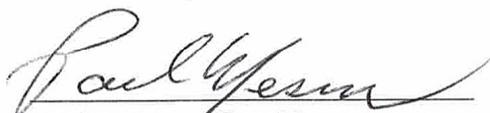
MOTION: Secretary Mueller-Winnen moved to Adopt the Records Retention Policy as presented. Director Amundson seconded, and the motion to adopt the policy passed unanimously.

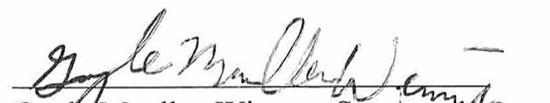
The Clerk presented the presented the 1st Quarter 2022-23 Surfside Colony Ltd. Security and Maintenance Contract Reconciliation for review and discussion. The Clerk reviewed the budget and annual contract approval processes resulting in the monthly billings and reconciliation. A motion was made and carried to approve the reconciliation as follows:

MOTION: Secretary Mueller-Winnen moved to approve and file the 1st Quarter 2022-23 Surfside Colony Ltd. Reconciliation of Expenses as prepared. Director Amundson seconded and the motion passed unanimously.

Board Member Items and New Business: President Mesmer discussed CSDA current events and membership benefits.

Adjournment: There being no further business to be brought before the Board, Director Amundson moved to adjourn the meeting at 7:06 p.m. and to schedule next month's meeting for November 14th, 2022. Secretary Mueller-Winnen seconded, and the meeting was unanimously adjourned.


Paul Mesmer, President


Gayle Mueller-Winnen, Secretary