

Surfside Colony Community Services District

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

Minutes of the December 18th, 2023 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:** V. John Kriss, Eric Springer, and Dave Chamberlain of Surfside Colony Storm Water Protection District; K.C. Coultrup, Sandy Kriss, and Dave Evans of Surfside Colony Ltd.

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

Community Input: None.

Review and Possible Approval of the November 27th, 2023 General Board Meeting Minutes:

After Board members reviewed the Minutes of the November 27th, 2023 General Meeting of the Board, Secretary Mueller Winnen moved for approval as prepared, Director Garofalo seconded, and the motion passed unanimously.

President Mesmer suggested to next consider Agenda Item 2a for the Possible Approval of Phase 1 and Phase 2 of the Community Lighting Project, ahead of other agenda items, as to not hold up members of Surfside Colony, Ltd. Board that were in attendance. The remaining Community Service District Board members unanimously agreed and the item was addressed as follows:

Distribution of Updated Project Approval Templates, Discussion, and Possible approval of:

Phase 1 of the Community Lighting Project for \$75,000: K.C. Coultrup, Project Manager and Board Member of Surfside Colony, Ltd. acknowledged receipt of the District's letter dated 12/11/2023, discussed the details of Surfside Colony, Ltd. Board's response letter, and stated that it is the Surfside Colony, Ltd. Board's position that all lighting is security lighting. As outlined

**Surfside Colony Community Services District
Minutes of the December 18th, 2023
General Meeting of the Board**

in the project template, Phase 1 entails lighting of common areas within the District. Lighting fixtures would be installed by Sunrise Landscape (Surfside Colony Ltd. will ensure DIR registration) for an amount not-to-exceed \$25,000, not requiring the project to go out to bid. Necessary fixtures, materials, and supplies will be purchased, inventoried, and provided by Surfside Colony, Ltd. and be compliant with California standards. After Board deliberation, two motions were made and carried as follows:

MOTION: President Mesmer moved to approve reimbursement to Surfside Colony, Ltd. for the Community Lighting Project-Phase 1 necessary materials and supplies in an amount not to exceed \$25,000. Any reimbursement request from Surfside Colony, Ltd. for electrical materials and supplies used in lighting repairs and maintenance would be considered separately at a future meeting. Director Lalonde seconded, and the motion passed as follows: Ayes 3, Absent 1. Secretary Garofalo voted “no” on the basis that she lacked confidence that Phase 2 could take place concurrently with Phase 1 as originally planned.

MOTION: President Mesmer moved to approve reimbursement of Community Lighting Project-Phase 1 installation labor paid by Surfside Colony, Ltd. to Sunrise Landscape, as a qualified public agency contractor registered with the DIR, in an amount not to exceed \$25,000. Secretary Mueller Winnen seconded, and the motion passed as follows: Ayes 3, Absent 1. Secretary Garofalo voted “no” on the same basis as above.

Phase 2 of the Community Lighting Project for an amount of \$60,000: K.C. Coultrup stated that while Surfside Colony, Ltd. was almost ready to commence Phase 2, the scope of the project was still being worked out. Phase 2 would involve the installation of lighting on residences within the District which would shine down to provide for a night-sky effect. Surfside Colony, Ltd. would purchase, own, operate, and maintain the lighting and timers. Homeowners’ approval would be obtained. Project materials would be supplied by Surfside Colony, Ltd. and a licensed electrician registered with the DIR would be hired to install the lights and timers. In response to the District Clerk’s question regarding public benefit, Surfside Colony, Ltd. Board members Evans and Kriss stated that all District constituents would clearly benefit from the project, from a security standpoint, and not just the homeowners agreeing to have lights installed on their homes. Board members also questioned whether or not the District could legally fund lighting fixtures attached to private property. Based on the above, a motion to table action was made and carried as follows:

**Surfside Colony Community Services District
Minutes of the December 18th, 2023
General Meeting of the Board**

MOTION: President Mesmer moved to table approval of Phase 2 of the Community Lighting Project pending further evaluation. Secretary Mueller Winnen seconded, and the motion to table passed unanimously.

Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 3786-3789 and expenses for a total of \$58,805, consisting of \$51,300 for the October 2023 monthly Security and Maintenance billing and \$3,000 for budgeted reimbursement of pressure washer and trailer from Surfside Colony, Ltd., and \$4,505 for general and administrative expenses. Checks and expenses were reviewed and approved as presented.

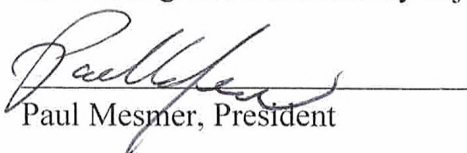
Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of December 27th, 2023 to be \$321,361, of which \$294,597 was reserved. The Clerk reported that the State Controller had released the 2023 annual report forms which would be completed for the January meeting. Insurance renewal questionnaire forms for 2024-25 had been received as well.

Discussion and Possible Approval of Contracted District Clerk's New Hourly Rate: The Clerk requested a rate increase to \$120 per hour based upon increased costs of overhead, insurance, and the cost of maintaining an office. The Clerk's current rate of \$90 had not been increased since 2008 when the District Clerk had been first hired. The Clerk didn't anticipate the increase to materially affect the current year's budget. After discussion, a motion was made as follows:

MOTION: Secretary Mueller Winnen moved to increase the District Clerk's hourly rate to \$120 per hour effective January 1, 2024. Director Lalonde seconded, and the motion passed unanimously.

Board Member Items and New Business: None.

Adjournment and Scheduling of Next Month's Meeting: There being no further business to come before the Board, Secretary Mueller Winnen moved to adjourn the meeting at 8:02 p.m. and to schedule next month's meeting for January 22nd, 2024. Director Lalonde seconded, and the meeting was unanimously adjourned.


Paul Mesmer, President


Gayle Mueller Winnen, Secretary