

Surfside Colony Community Services District

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Minutes of the January 20th, 2025 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:** District Clerk Chris Montana.
- Community:** V. John Kriss, Ryan Hill, and Dave Chamberlain of Surfside Colony Storm Water Protection District; Dru Roland Property Manager Supervisor of Surfside Colony Ltd.; Sandy Kriss and Larry Zero, Directors of Surfside Colony, Ltd.

President Mesmer called the meeting to order at 6:33 p.m. and led all present in the pledge of allegiance.

Community Input: None.

Review and Possible Approval of the December 16th, 2024 Board Meeting Minutes: After Board members reviewed the Minutes for the December 16th, 2024 Meeting of the Board, Director Amundson moved for approval, Secretary Mueller Winnen seconded, and the motion passed unanimously.

Surfside Colony, Ltd. Project Status and Operations Update:

a. Review/Possible Approval of Amended 2024-25 Monthly Billing Request: Clerk Montana reviewed Surfside Colony, Ltd.'s request to increase monthly contract payments and presented an analysis of the 5.4% increase by billing category for review and discussion, and explained that the cost of an additional maintenance worker had been removed from the request. Sandy Kriss of Surfside Colony, Ltd. discussed the reasons for the increase in payroll and benefits expense. Director Garofalo requested that the meeting be held in joint session with the Storm Water Protection District since both agencies were affected; however, no motion was made. President Mesmer stated that the District's Budget Policy allowed for a mid-year amendment to the annual budget for changes in community needs or unanticipated additional costs. Therefore, the re-setting of allocation percentages between Surfside Colony, Ltd. and the District did not seem to justify a budget amendment. This subject should be addressed at the annual budget meeting in May. President Mesmer also stated that 100% of administrative labor allocated to the Districts did not seem reasonable, since administrative staff performs non-District tasks such as issuing

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shareholder certificates and handling resident complaints. Clerk Montana pointed out that increases in Surfside Colony Ltd.'s payroll and benefits were unanticipated and could qualify as a legitimate budget amendment per the Policy. A motion was made and carried as follows:

MOTION: Director Amundson moved to amend the Annual Maintenance and Security Contract (Monthly Billing Request) for an increase in payroll and benefits equal to the District's currently allocated share of \$8,543. Secretary Winnen seconded, and the motion passed unanimously.

Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 3838-3839 for a total amount of \$58,487.83, consisting of \$56,757.83 for January 2025 monthly Security and Maintenance billing and \$1,730.00 for general and 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 January 20, 2025 to be \$706,796, and reviewed the trial balance with the Board.

a. **Review and Possible Approval of 2nd Quarter Surfside Colony, Ltd. Reconciliation of Amounts Paid by District to Expenses Incurred:** The Clerk distributed the 2nd Quarter Surfside Colony Ltd. Reconciliation of Security and Maintenance Contract amounts and discussed year-to-date variances. A motion was made and carried as follows:

MOTION: Secretary Winnen moved to accept and file the 2nd Quarter 2024-25 Surfside Colony Ltd. Reconciliation of Expenses as prepared. Director Amundson seconded, and the motion passed unanimously.

b. **Review and Possible Amendment to 2024-25 Budget:** The Clerk reviewed Surfside Colony, Ltd.'s letter dated January 15, 2025 requesting that the Playground Project in the amount of \$200,000, and Lighting Project Phase II in the amount of \$25,000 be removed from the 2024-25 budget. Director Garofalo stated that the Lighting Project Phase II should remain as a budget line item, and that the District should go forward with the project as it was a community need. A motion was made and carried as follows:

MOTION: Director Amundson moved to amend the 2024-25 Budget to incorporate the changes to the Monthly Billings approved above, and to remove the Playground and Lighting Project Phase II Projects per Surfside Colony, Ltd.'s request. The Motion passed: Ayes – 4, Noes: 1.

c. **Review and Possible Approval of 2024 State Controller's Financial Transaction Report:** Clerk Montana distributed the FYE 2024 State Controller's Financial Transaction Report and trial

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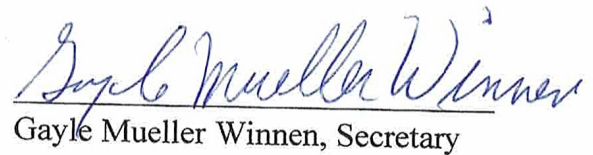
balance, presented by service category. The Clerk stated that the year-end financials had been converted to the accrual basis and that the trial balance would be audited by the District's auditor. A motion was made and carried as follows:

MOTION: Secretary Winnen moved to approve the 2024 accrual-basis trial balance and to authorize the District Clerk to file the 2024 State Controller's Office Financial Transaction Report based on amounts presented. Director Amundson 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, Director Lalonde moved to adjourn the meeting at 7:39 p.m. and to schedule next month's meeting for February 24th, 2025, Secretary Mueller Winnen seconded, and the motion to adjourn passed unanimously.


Paul Mesmer, President


Gayle Mueller Winnen, Secretary