



# Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

February 9th, 2023 - 6:30 p.m.

Sunset Beach Woman's Club - 16812 Bayview Drive, Sunset Beach CA 90742

**Directors present:** President Graham Hoad, Secretary John Woods, Treasurer Bernard Hartmann, Dave Evans, and K.C. Coultrup.  
**Staff present:** Superintendent Brad VanMalsen, Supt. II Rolf Pridham, District Engineer Tom Dawes, and District Clerk Chris Montana.  
**Community:** None.

President Hoad called the meeting to order at 6:30 p.m.

Community Input: None.

Review and Possible Approval of the January 12th, 2023 General Meeting of the Board Minutes: After Directors reviewed both the January 12<sup>th</sup> General Meeting of the Board Minutes, as prepared by the District Clerk, a motion was made and carried to approve as follows:

**MOTION:** Treasurer Hartmann moved to approve the January 12<sup>th</sup>, 2023 General Meeting of the Board Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the February 9th, 2023 Claims Transmitted for Payment in the amount of \$103,004.79. After review and discussion, Treasurer Hartmann moved to approve the current bills and Claims for Payment as prepared, for submission to the County Auditor-Controller for payment. Director Evans seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of January 31st, 2023 to be \$2,418,187 and signed off on the monthly bank reconciliations.

Clerk's Report: Clerk Montana reviewed the current month's trial balance with the Board.

Review and Possible Adoption of Climate Change Policy & Action Plan: Clerk Montana presented the Climate Change Policy & Action Plan to Board and staff for review and discussion. The Policy was drafted in order to memorialize the District's present and past projects and actions taken to mitigate the effects of climate change, such as storm surges, high tides and flooding, on the District's infrastructure. A motion to adopt was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to adopt the Sunset Beach Sanitary District Climate Change Policy & Action Plan as presented. Secretary Woods seconded, and the motion to adopt the policy passed unanimously.

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Lastly, the Clerk distributed 2023 Forms 700, Statements of Economic Interests, to Board members and staff for their individual review and approval.

Superintendent's Report (see attached): Superintendent VanMalsen reviewed the current month's Flow Report with the Board. Recent flooding resulting from high tides and storms were discussed. Excess ocean and rain water was effectively managed by the joint efforts of District and Surfside staff. No sewer spills had occurred.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report with the Board, and the following actions were taken on the District Engineer's attached recommendations:

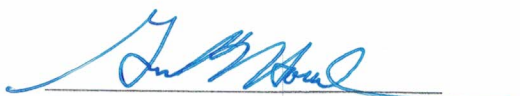
**MOTION:** Treasurer Hartmann moved to authorize an increase in the contract with LSA in the amount of \$172,530 for monitoring activities to comply with the California Coastal Commission's (CCC) Special Conditions 1 and 3, with \$2450 allocated to support obtaining CCC approval, and the remainder for compliance with the CCC special conditions once the Board awards a construction contract; increasing the total contract amount from \$42,900 to \$215,430. Director Evans seconded. Ayes: 4 Noes: 1 (President Hoad)

**MOTION:** Treasurer Hartmann moved to authorize an increase in the contract with Nuvis Landscape Architecture in the amount of \$19,300 for construction inspection of tree plantings and yearly inspections thereafter for 5 years, including independent yearly reporting to the CCC in accordance with Special Condition No. 2, increasing the contract from \$15,115 to \$34,415. Director Evans seconded. Ayes: 4 Noes: 1 (President Hoad)


**MOTION:** Director Evans moved to designate the District Superintendent, the District Clerk, and the District Engineer as Legally Responsible Officers (LRO's) with the State Water Resources Control Board. Treasurer Hartmann seconded, and the motion passed unanimously.

New Business / Board Member Items: None. '

Adjournment: There being no further business to be brought before the Board, a motion was made by Director Coultrup to adjourn the meeting at 7:45 p.m. Secretary Woods seconded, and the motion to adjourn passed unanimously.



Graham Hoad, President



John Woods, Secretary