

# Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

July 27th, 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, and K.C. Coultrup.

**Staff present:** Superintendent Brad VanMalsen, Supt. II Rolf Pridham, Asst. Supt. Eric Schlange, District Engineer Tom Dawes, and District Clerk Chris Montana.

**Community:** None.

President Hoad called the meeting to order at 6:40 p.m.

Community Input: None.

Review and Possible Approval of the June 15th, 2023 General Meeting of the Board Minutes: After Directors and staff reviewed the June 15<sup>th</sup>, 2023 Minutes of the General Meeting of the Board, a motion was made and carried to approve the minutes as follows:

**MOTION:** Director Coultrup moved to approve the June 15<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 July 27th, 2023 Claims Transmitted for Payment in the amount of \$135,474.66. After review and discussion, Secretary Woods moved to approve the current bills for payment as prepared, Treasurer Hartmann seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of June 30th, 2023 to be \$2,663,563 and approved the June 2023 bank and investment account reconciliations.

Clerk's Report: Clerk Montana reviewed the year-end June 30, 2023 Trial Balance with the Board and compared actuals to budgeted amounts for the year. The preliminary 2023-24 budget was also reviewed. The Clerk reported that she virtually attended the CWSRF meeting and requested inclusion of the District's Broadway Pump Station Bypass Sewer Project on the CWSRF 2023-24 Fundable List. The Clerk also had made contact with IBank as a funding alternative and submitted project and financial documentation as part of the application process. The transfer of funds from Bank of America to LAIF in the amount of \$150,000, previously approved in May, had been completed in July. Lastly, the Clerk reported on a meeting with Debbie Killey of Republic Services for the purpose of completing the CalRecycle annual electronic report (EAR). Republic Services was currently working on obtaining a SB1383 waiver on behalf of the District.

Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and annual flows with the Board.

**Sunset Beach Sanitary District**  
**General Meeting of the Board Minutes**  
**July 27<sup>th</sup>, 2023**

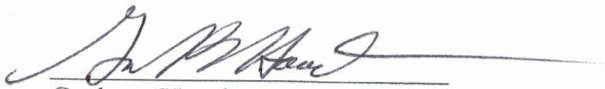
Review and Possible Acceptance of the 07/01/2023-06/30/2024 Flo-Services Prevailing Wage Contract: Superintendent VanMalsen discussed the new contract with the Board. The Clerk stated most of the proposed services to be provided had been increased by 9%. A motion was made and carried to accept the proposal as follows:


**MOTION:** Secretary Woods moved to accept Flo-Services, Inc. annual proposal for fiscal year 2023-24 and to authorize President Hoad to sign. Treasurer Hartmann seconded, and the motion passed unanimously.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report.

New Business / Board Member Items: None.

Adjournment: As no other business was presented to the Board, a motion was made by Director Coultrup to adjourn the meeting at 7:20 p.m. Secretary Woods seconded, and the motion to adjourn passed unanimously.

  
Graham Hoad, President

  
John Woods, Secretary