



# Sunset Beach Sanitary District

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## Minutes for the General Meeting of the Board of Directors

August 10th, 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, K.C. Coultrup, and Dave Evans.

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

**Community:** LAFCO Commissioners Jim Fisler and Doug Davert; Mesa Water District Policy Manager Stacy Taylor.

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

Community Input: LAFCO (Local Agency Formation Commission) Commissioners Davert and Fisler updated Board Members regarding the OC LAFCO's recent public outreach efforts and current projects. Commissioner Fisler stated that the District's next Municipal Service Review (MSR) was scheduled for 2024-25. Clerk Montana inquired whether there had been any consideration of slimming down LAFCO as a result of less annexations and detachments, as the value received by the District for its required \$5,300 contribution wasn't entirely clear. Commissioner Davert responded that he was not aware of any restructuring efforts, and that State law governed its formation and purpose.

Review and Possible Approval of the July 27th, 2023 General Meeting of the Board and Annual Board of Equalization Minutes: After Directors and staff reviewed the July 27<sup>th</sup> 2023 Minutes of the General Meeting of the Board and Annual Board of Equalization, a motion was made and carried to approve both as follows:

**MOTION:** Director Coultrup moved to approve the July 27<sup>th</sup>, 2023 General Meeting of the Board and Annual Board of Equalization Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the August 10th, 2023 Claims Transmitted for Payment in the amount of \$72,403.30. After review and discussion, Treasurer Hartmann moved to approve the current bills for payment as prepared, Secretary Woods seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of July 31st, 2023 to be \$2,706,763 and approved the June 2023 and July 2023 bank and investment account reconciliations.

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Clerk's Report: Clerk Montana reviewed the July 31, 2023 Trial Balance as well as the Final 2023-24 Budget with the Board. The Clerk reported on the status of Broadway Pump Station Bypass Sewer Project funding, the completion of the June 30, 2022 audit, and the filing of the CalRecycle annual report. Also, an invoice in the amount of \$8,000 had been issued to the City of Huntington Beach for sewerage fees due related to the five public restrooms on the greenbelt.

Review and Possible Adoption of Resolution No. 2023-08-01 to Approve and Adopt the 2023-24 County of Orange Special District Budget, Reserves, and Investment Policies (attached): Clerk Montana presented Resolution No. 2023-08-01 and the Orange County Auditor-Controller 2023-24 Special District Budget in the amount of \$2,034,868. Also presented were the 2023-24 Reserve and Investment Policies. After review and discussion, a motion was made and carried as follows:

**MOTION:** Secretary Woods moved to adopt Resolution No. 2023-08-01 to approve the Orange County Auditor-Controller 2023-24 Special District Budget in the amount of \$2,034,868, and the 2023-24 Reserve and Investment Policies as presented. Treasurer Hartmann seconded, and the motion passed unanimously.


Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and annual flows with the Board. Additionally, the Superintendent reported on recent FOG (fats, oils, and greases) inspections conducted by EEC, the district's contracted FOG inspector.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report with Board and staff.

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 6:55 p.m. Treasurer Hartmann seconded, and the motion to adjourn passed unanimously.

  
Graham Hoad, President

  
John Woods, Secretary