



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

August 8th, 2024 - 6:30 p.m.

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

Directors present: President Graham Hoad, Secretary John Woods, K.C. Coultrup, and Dave Evans.

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

Community: None.

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

General Community Input: None.

Review and Possible Approval of the July 10th, 2024 Minutes for the General Meeting of the Board and the Annual Board of Equalization Meeting: After Directors and staff reviewed and discussed the July 10th, 2024 General Board Meeting and Annual Board of Equalization Minutes, a motion was made and carried to approve as follows:

MOTION: Secretary Woods moved to approve the July 10th, 2024 General Meeting of the Board and Annual Board of Equalization Minutes as prepared. Director Coultrup seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the August 8th, 2024 Claims Transmitted for Payment for County processing in the amount of \$86,634.63. After Board and Staff reviewed and discussed, Secretary Woods moved to approve the Claims Transmitted for County processing as presented. Director Coultrup seconded, and the motion passed unanimously.

Fund Balance: In Treasurer Hartmann's absence, President Hoad reported the Total Fund Balance as of July 31st, 2024 to be \$3,213,237.

Clerk's Report and Review of Trial Balance: The Clerk reported that the CalRecycle Electronic Annual Report (EAR) had been filed. The current month and final fiscal year-end 2023-24 trial balance was reviewed with the Board and staff.

Review and Possible Adoption of Resolution No. 2024-08-01 to Approve and Adopt the 2024-25 County of Orange Special District Budget, Reserves, and Investment Policies (attached): Clerk Montana presented Resolution No. 2024-08-01 and the Orange County Auditor-Controller 2024-25 Special District Budget in the amount of \$14,438,382, as well as the 2024-25 Reserve and Investment Policies. After review and discussion, a motion was made and carried as follows:

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General Meeting of the Board Minutes
August 8th, 2024**


MOTION: Director Evans moved to adopt Resolution No. 2024-08-01 to approve the Orange County Auditor-Controller 2024-25 Special District Budget in the amount of \$14,438,382, as well as the 2024-25 Cash Reserve and Investment Policies as presented. Secretary Woods seconded, and the motion passed unanimously.


Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and sewer system flows, as well as recent jetting work performed by Performance Pipeline.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report, the status of CWSRF Project Funding, and the calculations related to a new commercial permit in the process of being issued.

New Business / Board Member Items: Director Coultrup stated that he would be withdrawing his candidacy, but would stay on through his current term until another director is either elected or appointed, as appropriate.

Adjournment: There being no other business to be presented to the Board, Director Coultrup moved for adjournment at 7:40 p.m., Director Evans seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary