

Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

October 10th, 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, and Treasurer Bernard Hartmann.
- 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.

Public Presentation on the Broadway Pump Station Bypass Sewer Project: District Engineer Tom Dawes delivered an updated presentation describing the upcoming Broadway Pump Station Bypass Sewer Project. Timing, location, and environmental mitigation efforts to be made were discussed.

Presentation by Chris Palmer of CSDA: Chris Palmer, Public Affairs Coordinator, discussed recent special district advocacy accomplishments and benefits available to the District as a member such as free education webinars and conferences.

Review and Possible Approval of the September 12th, 2024 Minutes for the General Meeting of the Board: After Directors and staff reviewed the September 12th, 2024 General Board Meeting Minutes, a motion was made and carried to approve as follows:

MOTION: Secretary Woods moved to approve the September 12th, 2024 General Meeting of the Board Minutes as prepared. President Hoad seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the October 10th, 2024 Claims Transmitted for Payment for County processing in the amount of \$205,589.58. After Board review, Treasurer Hartmann moved to approve, President Hoad seconded, and the motion passed unanimously.

Fund Balance: President Hoad reported Total Fund Balance as of September 30th, 2024 to be \$3,032,211.

Clerk's Report and Review of Trial Balance: The Clerk reviewed CalRecycle reporting requirements and recent public outreach. Also discussed was the status of CWSRF funding. The year-to-date trial balance was reviewed with the Board and staff. Clerk Montana presented and discussed the final applied 2024-25 Assessment Roll for 795 parcels totaling \$706,650.00. The Clerk reported that federal and state quarterly payroll tax returns had been timely filed.

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The Clerk presented the annual Hadronex, Inc. SmartCover quote in the amount of \$26,295 for annual service as well as one-year warranties for parts, labor and power for 15 manholes. for one year. After review and discussion between Board members and staff regarding the cost of the warranty in relation to overall savings, a motion was made and carried as follows:

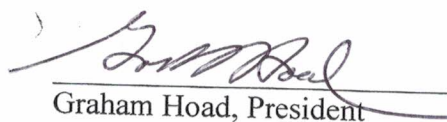
MOTION: Secretary Woods moved to approve the annual SmartCover service and warranty quote for 15 manholes in the amount of \$26,295, and to authorize the Clerk to sign on behalf of the District. President Hoad seconded, and the motion passed unanimously.

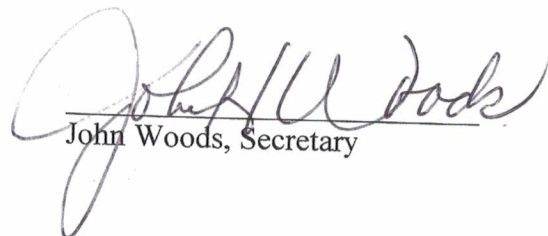
Superintendent's Report (see attached): Superintendent VanMalsen discussed the current sewer line cleaning that was underway by Performance Pipeline.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report. In addition the District Engineer requested to tentatively schedule a special meeting on October 24th, as the SWRCB had indicated that the CWSRF Installment Sale Agreement was nearing final approval.

New Business / Board Member Items: President Hoad discussed the possibility of changing the methodology for calculating commercial sewage assessments. The Clerk stated that a change in methodology would require a Prop. 218 notification and could affect future cash flows required for project funding. The District Engineer stated that he and the Clerk would further investigate.

Adjournment: There being no other business to be presented to the Board, Secretary Woods moved for adjournment at 7:15 p.m., President Hoad seconded, and the meeting was unanimously adjourned.


Graham Hoad, President


John Woods, Secretary