

Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

May 9th, 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 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: Jim Fisler and Stacy Taylor of Mesa Water District.

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

General Community Input: None.

Presentation by Jim Fisler: Jim Fisler again asked for the District's vote for his re-election to the Special District seat on Orange County Local Agency Formation Commission (LAFCO). Mr. Fisler stated that his 15 years with Mesa Water District and experience as a LAFCO commissioner made him the most knowledgeable and committed candidate. His continuous efforts have helped increase local control and OC LAFCO public outreach.

Vote for Candidate for OC LAFCO Regular Special District Member: The Board unanimously agreed to elect Jim Fisler as the OC LAFCO Regular Special District Member. As the authorized qualified voting member, President Graham Hoad completed the ballot accordingly.

Review and Possible Approval of the April 11th, 2024 Minutes for the General Meeting of the Board: After Directors and staff reviewed the April 11th, 2024 Minutes for the General Meeting of the Board, a motion was made and carried to approve as follows:

MOTION: Secretary Woods moved to approve the April 11th, 2024 General Meeting of the Board Minutes as prepared. Director Evans seconded, and the motion passed unanimously.

Current Bills: District Clerk Montana presented the May 9th, 2024 Claims Transmitted for Payment for County processing in the amount of \$76,617.91. After Board and Staff reviewed and discussed, Secretary Woods moved to approve the Claims Transmitted for County processing as presented. Director Evans seconded, and the motion passed unanimously.

Fund Balance: In Treasurer Hartmann's absence, President Hoad reported the Total Fund Balance as of April 30th, 2024 to be \$3,235,969.

Clerk's Report and Review of Trial Balance: The Clerk reviewed the year-to-date trial balance with Board and staff and distributed the 2023 audited financial statements with an unqualified opinion and no adjustments.

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Review and Possible Acceptance of Republic Services, Inc. 2024-25 Rate Adjustment: Clerk Montana distributed Republic Services 2024 Solid Waste Disposal Residential Rate Adjustment Letter, dated May 2, 2024, to Board and Staff for review. Per the District's Franchise Agreement with Republic Services, the 2024-25 Rate is capped at 5%, resulting in a per-unit residential rate of \$25.93 effective July 1, 2024. After review and discussion, a motion was made as follows:

MOTION: Director Evans moved to accept the 2024-25 Rate Adjustment Letter from Republic Services, Inc. and to authorize President Hoad to sign. Secretary Woods seconded, and the motion passed unanimously.

The Clerk presented a letter from Aborn Powers regarding lease renewal options, as the current leases expires May 31, 2024. After review and discussion, a motion was made as follows:

MOTION: Director Evans moved to execute a 2-year lease agreement with Pacific Farms 1, for a monthly rent of \$972 plus CAM fee of \$198 for a total of \$1,170 (1% more than current year), with an approximate 5% increase for the second year. Secretary Woods seconded, and the motion passed unanimously.

Lastly, the Clerk distributed the 1st Draft of the 2024-25 Preliminary Operating Budget for review and input from Board members and Staff. A 5-Year Cash Flow Analysis by Service Type was also distributed discussed.


Superintendent's Report (see attached): Superintendent VanMalsen discussed the attached report and sewer system flows. The Superintendent also reported on recent permit fees received and work performed by outside contractors.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report. Problems with obtaining a suitable CWSRF legal opinion letter were discussed and Board members directed the District Engineer to seek proposals from other firms as to not further delay CWSRF Broadway Pump Station Bypass Sewer project funding.

New Business / Board Member Items: None.

Adjournment: As no other business was presented to the Board, Director Evans moved for adjournment at 7:23 p.m., Secretary Woods seconded, and the motion to adjourn passed unanimously.


Graham Hoad, President


John Woods, Secretary