



# Sunset Beach Sanitary District

**P.O. Box 1185**

**Sunset Beach, CA 90742**

**(562) 493-9932**

**[www.sunsetbeachsd.org](http://www.sunsetbeachsd.org)**

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

**November 14th, 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, Treasurer Bernard Hartmann, Dave Evans, and K.C. Coultrup.
- Staff present:** Supt. Brad VanMalsen, Supt. II Rolf Pridham, Asst. Supt. Eric Schlange, District Engineer Thomas Dawes, and District Clerk Chris Montana.
- Community:** Linda Garofalo from the community of Surfside.

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

General Community Input: None.

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

**MOTION:** Treasurer Hartmann moved to approve the October 10th, 2024 General Meeting of the Board Minutes as prepared. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the November 10th, 2024 Claims Transmitted for Payment for County processing in the amount of \$123,287.05 and a separate Claim form in the amount of \$10,128.33 for Titus Wastewater, for which the County required additional certain documentation before processing. After Board review, Secretary Woods moved to approve County payment of invoices for a grand total amount of \$133,415.38, Treasurer Hartmann seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported Total Fund Balance as of October 31st, 2024 to be \$2,846,957 and reviewed and approved October 2024 District bank account reconciliations.

Clerk's Report and Review of Trial Balance: Clerk Montana reviewed the October 31<sup>st</sup> trial balance with the Board and the 2023-24 reclass of capital expenses to Fixed Assets and CIP. The Clerk reported that \$12,000 had been received from the City of HB for 2024-25 sewer fees.

Review and Possible Adoption of Resolution No. 2024-11-01 Authorizing the Execution of Construction Installment Sale Agreement in the Amount of \$10,500,000: Action Tabled until receipt of the final, approved Construction Installment Sale Agreement is received by State Water Resources Control Board.

The Board directed the Clerk to provide an updated 5-year Cash Flow for next month's meeting.

**Sunset Beach Sanitary District**  
**General Meeting of the Board Minutes**  
**November 14<sup>th</sup>, 2024**

Superintendent's Report (see attached): Superintendent VanMalsen reviewed his report with the Board and discussed the new titanium manhole bolts that were to be installed. Recent permits issued and fees received were discussed as well.

Engineer's Report (see attached): District Engineer Dawes discussed the attached Engineer's Report and the following recommended actions were made as outlined in his report as follows:

a. Approve the award of the Broadway Pump Station Bypass Sewer Construction Contract to Lowest Bidder: Action Tabled until receipt of the final, approved Construction Installment Sale Agreement is received by State Water Resources Control Board.

b. Approve Addendum No. 1: Director Evans moved to approve Addendum No. 1 to the plans and specs of the construction contract. Secretary Woods seconded, and the motion passed unanimously.

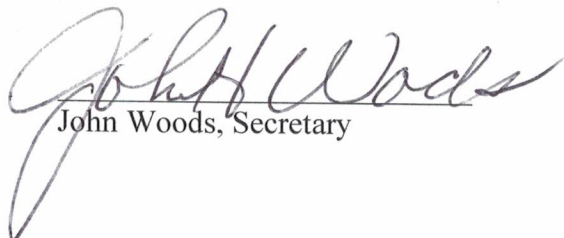
c. Approve Tribal Monitoring, Treatment and Disposition Agreements with 3 Tribes: Engineer Dawes presented three Tribal Monitoring, Treatment, and Disposition Agreements with the following tribes: Gabrielino Tongva Indians; Westerners First People of Earth Mother, Payomkawichum Kaalamam; and Gabrieleno/Tongva San Gabriel Band of Mission Indians. Director Coultrup moved to approve and to authorize the District President and Secretary to execute said agreements on behalf of the District when a fully executed copy of the State Water Resources Control Board's Construction Installment Sale Agreement is received. Treasurer Hartmann seconded, and the motion passed unanimously.

In addition, the District Engineer requested to tentatively schedule a special meeting of the Board on Thursday, November 21st, as the SWRCB had indicated that the final approved CWSRF Installment Sale Agreement would be received by the District by then.

New Business / Board Member Items: Director Coultrup congratulated the incumbent Directors on their recent re-election.

Adjournment: There being no other business to be presented to the Board, Director Coultrup moved for adjournment at 7:15 p.m., Treasurer Hartmann seconded, and the meeting was unanimously adjourned.

  
Graham Hoad, President

  
John Woods, Secretary





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

November 21st, 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:** District Engineer Thomas Dawes, and District Clerk Chris Montana.  
**Community:** None.

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

Community Input: None.

Review and Possible Adoption of Resolution No. 2024-11-01, Authorizing the Execution of State Water Resources Control Board Construction Installment Sale Agreement in the Amount of \$10,500,000: After Board and Staff reviewed and discussed the State Water Resources Control Board's Construction Installment Sale Agreement (CWSRF loan) in the principal amount of \$10,500,000 and interest rate of 2.1%, for the purpose of financing the Broadway Pump Station Bypass Sewer Project, a motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to adopt Resolution No. 2021-11-01, authorizing the execution and delivery of State Water Resources Control Board Construction Installment Sale Agreement (CWSRF Loan) for the principal amount of \$10,500,000 and interest rate of 2.1%. Secretary Woods seconded, and the motion passed unanimously.

Approve the award of the Broadway Pump Station Bypass Sewer Construction Contract to Lowest Bidder, and authorize the execution of said Agreement, when the fully executed copy of the State Water Resources Control Board (CWSRF loan) is received: After Board and Staff reviewed and discussed the Agreement between the District and Vido Artukovich & Son Inc./Vidmar Inc., a JV, in the amount of \$11,435,295 (lowest bid) for the construction of the Broadway Pump Station Bypass Sewer Project, a motion was made and carried as follows:

**MOTION:** Secretary Woods moved to approve the award of the Construction Contract to the lowest bidder, Vito Artukovich & Son, Inc./Vidmar, Inc. a JV, in the amount of \$11,435,295 for the construction of the Broadway Pump Station Bypass Sewer, and authorize the execution of said Agreement by the District President and Secretary when the fully executed copy of the State Water Resources Control Board's Construction Installment Sale Agreement (CWSRF loan) is received. Treasurer Hartmann seconded, and the motion passed unanimously.

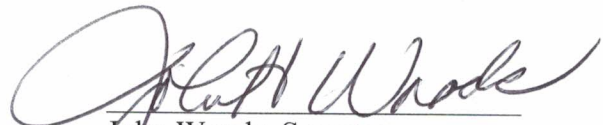
**General Meeting of the Board Minutes  
November 21st, 2024**

Allow an additional \$8,000 of previously approved LSA funds to be used ahead of Construction Contract Award: District Engineer discussed with the Board that LSA services are currently necessary for the coordination of Indian Tribe monitoring of the Broadway Pump Station Bypass Sewer Project, as required by the California Coastal Commission, ahead of actual construction. A motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to allow an additional \$8,000 of previously approved construction funding for LSA to be used ahead of the Construction Contract Award. Secretary Woods seconded, and the motion passed unanimously.

Adjournment: There being no other business to be presented to the Board, Treasurer Hartmann moved for adjournment at 6:43 p.m., Secretary Woods seconded, and the meeting was unanimously adjourned.

  
Graham Hoad, President

  
John Woods, Secretary