



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

June 12th, 2025 - 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, and John Dentzer.
- Staff present:** Supt. Brad VanMalsen, Supt. II Rolf Pridham, District Clerk Chris Montana, and District Engineer Mark Lewis.
- Community:** None.

President Hoad called the meeting to order at 6:35 p.m.

Community Input: None.

Review and Possible Approval of the May 8th, 2025 Minutes of the General Meeting of the Board: After Directors and staff reviewed the minutes of the May 8th, 2025 General Meeting of the Board of Directors, a motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to approve the minutes of the May 8th, 2025 General Meeting of the Board of Directors as prepared, Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the June 12th, 2025 Claims Transmitted for Payment for County processing in the amount of \$96,817.95. After Board and Staff reviewed, Director Dentzer moved to approve Claims Transmitted for Payment, Treasurer Hartmann seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported Total Fund Balance as of May 31st, 2025 to be \$3,955,866 and reviewed and approved May 2025 District bank account reconciliations.

Clerk's Report and Review of Trial Balance and Cash Flow: The Clerk reviewed the May 2025 YTD trial balance with the Board and reported that 2024 audit field work had been completed.

a) Review and Possible Adoption of the 2025-26 Preliminary Operating Budget: Clerk Montana presented the 2nd draft of the 2025-26 Preliminary Operating Budget, in the amount of \$14,761,000, which included \$12,546,265 for construction costs related to the Broadway Pump Station Bypass Sewer Project. Reserved Funds and Investments (LAIF) were also reviewed and discussed. A motion to adopt was made as follows:

MOTION: President Hoad moved to approve the 2025-26 Preliminary Budget in the amount of \$14,761,000. Secretary Woods seconded, and the motion passed unanimously.

b) Review, Discussion, and Possible Adoption of 2025-26 Trash and Sewerage Fees for Publication: Clerk Montana reviewed the Notice of Filing Report to inform the public of trash pick-up, sewage transport and treatment, and sewer cleaning charges for fiscal year 2025-26. This published Notice is to inform the public of

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fees to be charged to each parcel and collected on the 2024-25 tax roll. There were no fee increases from the prior year. The hearing date for protests was set for July 10th, 2024.

MOTION: Director Dentzer moved to adopt and publish the Notice of Filing Report, establishing the 2025-26 annual residential service charges as follows: trash pick-up charge at \$300.00 per unit, sewage transport and treatment charge at \$300.00 per unit, and restaurant sewer cleaning charge at \$625.00 per unit, and to direct the Clerk to publish the Notice. Treasurer Hartmann seconded, and the motion passed unanimously.

c) Annual Certification of Prohibited Interest: Clerk Montana distributed the County of Orange Auditor-Controller Certification of Prohibited Interest to President Hoad, Secretary Woods, and Treasurer Hartmann as signors of the monthly Claims for Payment. The Certifications were signed accordingly and Clerk Montana agreed to transmit to the County Auditor Controller.

d) Review, Discussion and Vote for Candidate for CSDA – Seat B: Clerk Montana distributed a candidate letter and CSDA ballot to the Board for review and discussion. A motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to vote for candidate Jason Dafforn of Valley Sanitary District, for the CSDA Board of Directors, Seat B – Southern Network, and to direct the Clerk to electronically file the ballot. Secretary Woods seconded and the motion passed unanimously.

Superintendent’s Report (see attached): Superintendent VanMalsen reviewed the attached report and metered flows with the Board. The 2025-26 Flo-Services Service Agreement Proposal was reviewed and increases were discussed. A motion to accept the proposal was made and carried as follows:

MOTION: Director Dentzer moved to accept the Flo-Services 2025-26 annual service agreement as presented. Treasurer Hartmann seconded and the agreement was signed by the Board President accordingly.

Engineer’s Report: District Engineer Mark Lewis reviewed the attached report with the Board.

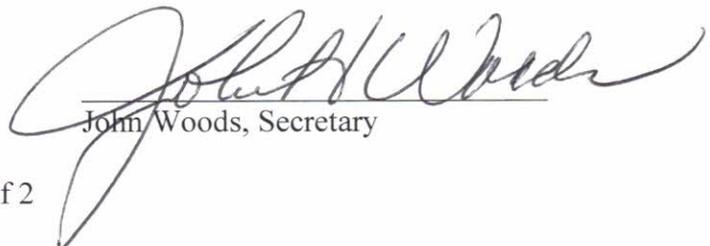
New Business / Board Member Items: None.

Adjournment to Closed Session: Director Dentzer moved to adjourn the meeting into Closed Session under the Personnel Exception Pursuant to Govt Code Sec. 54957.6 and 54957(b). Treasurer Hartmann seconded, and the motion to adjourn to Closed Session passed unanimously.

Reconvene to Open Session, Report of Action, and Adjournment: Treasurer Hartmann reconvened to Open Session and reported that the Board had unanimously voted to increase all employees’ salaries and hourly rates by 4%. Director Dentzer moved to adjourn the meeting at 7:20 p.m., Secretary Woods seconded, and the meeting was unanimously adjourned.



Graham Hoad, President



John Woods, Secretary