



# Sunset Beach Sanitary District

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

September 11th, 2025 - 6:30 p.m.

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

**Directors present:** President Graham Hoad, Treasurer Bernard Hartmann, and Dave Evans.  
**Staff present:** Supt. Brad VanMalsen, Supt. II Rolf Pridham, Asst. Supt. Eric Schlange, District Engineer Mark Lewis, 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 Approval of the August 14<sup>th</sup>, 2025 General Meeting of the Board of Directors Minutes: After Directors and Staff reviewed the minutes of the August 14<sup>th</sup>, 2025 General Meeting of the Board of Directors, a motion was made and carried as follows:

**MOTION:** Director Evans moved to approve the minutes of the August 14<sup>th</sup>, 2025 General Meeting of the Board of Directors as prepared, President Hoad seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the September 11th, 2025 Claims Transmitted for Payment for County processing in the amount of \$65,276.89. After Board and Staff reviewed, President Hoad moved to approve Claims Transmitted for Payment, Director Evans, seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported Total Fund Balance as of August 31st, 2025 to be \$3,892,712. The Treasurer also reviewed and signed off on the August 2025 bank account reconciliations.

Clerk's Report and Review of Trial Balance: The Clerk reviewed the August 31, 2025 trial balances with Board members and staff. The Clerk reported that the annual SDRMA workers' compensation reconciliation had been submitted with no significant changes to prior year premiums anticipated. The Clerk also reported that a Composting tab had been added to the website which included composting opportunities for residents of the District. Also recycling information was posted on Sunset Beach and Surfside post office bulletin boards.

Superintendent's Report (see attached): Superintendent VanMalsen reviewed the monthly Superintendent's Report and Flow Report with the Board.

Engineer's Report (see attached): District Engineer Lewis reviewed and discussed the monthly Engineer's Report, including the status of procuring a permit from the City of Huntington Beach. Board approval of the following two items was recommended in order to move the permit process along. The construction start date of the Broadway Pump Station Bypass Sewer Project was estimated to occur towards the end of September.

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**General Meeting of the Board Minutes**  
**September 11<sup>th</sup>, 2025**

Discussion and Possible Approval of City of Huntington Beach Project Inspection Fee Deposit of \$40,000:  
After Board members and Staff discussed the necessity of paying the City of Huntington Beach a \$40,000 Project Inspection Fee for the Broadway Pump Station Bypass Sewer Project in order to secure a construction permit, a motion was made and carried as follows:

**MOTION:** Director Evans moved to approve the payment of \$40,000 to the City of Huntington Beach for the Project Inspection Fee Deposit, as requested by the City, in order to obtain a permit for the construction Broadway Pump Station Bypass Sewer Project. Treasurer Hartmann seconded, and the motion passed unanimously.

Review, Discussion and Possible Approval of Tribal Monitoring, Treatment and Disposition Agreement - Amendment No. 2: Tribal Monitoring Agreement Amendment No. 2, related to the Broadway Pump Station Bypass Sewer Project, between the District and the Westerners First People of Earth Mother, Payómkawichum Kaamalam was presented for review and discussion. The Amendment was to increase the regular hourly monitoring fee paid from \$90 to \$95, and to pay \$142.50 for work performed on weekends, holidays, or in excess of 8 hours per day, per the Tribe's request. A motion was made and carried as follows:

**MOTION:** Director Evans moved to approve Tribal Monitoring Agreement - Amendment No. 2, between the District and the Westerners First People of Earth Mother, Payómkawichum Kaamalam, to increase the regular hourly monitoring fee paid from \$90 to \$95, and to pay \$142.50 for work performed on weekends, holidays, or in excess of 8 hours per day. Treasurer Hartmann seconded, and the motion passed unanimously.

New Business / Board Member Items: None.

Adjournment: There being no other business to be presented to the Board, Director Evans moved for adjournment at 7:00 p.m., Treasurer Hartmann seconded, and the meeting was unanimously adjourned.

  
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Graham Hoad, President

  
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Treasurer Hartmann, Treasurer