



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

October 9th, 2025 - 6:30 p.m.

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

Directors present: President Graham Hoad, Secretary John H. Woods, Treasurer Bernard Hartmann, John Dentzer, and Dave Evans.

Staff present: Supt. Brad VanMalsen, 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 September 11th, 2025 General Meeting of the Board of Directors Minutes: After Directors and Staff reviewed the minutes of the September 11th, 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 September 11th, 2025 General Meeting of the Board of Directors as prepared, Treasurer Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the October 9th, 2025 Claims Transmitted for Payment for County processing in the amount of \$277,701.57. After Board and Staff reviewed, Director Evans 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 September 30th, 2025 to be \$3,828,688. The Treasurer also reviewed and signed off on the September 2025 bank account reconciliations.

Clerk's Report and Review of Trial Balance: The Clerk reviewed the September 30, 2025 trial balance with Board members and staff. Clerk Montana presented the 2025-26 Final County Assessment Report for a total of \$720,600 applied to 796 parcels. The City of Huntington Beach was separately invoiced for the 5 restroom parcels for a total of \$12,000. The Clerk reported that 3rd Quarter Payroll Tax Returns had been timely filed.

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 discussed the monthly Engineer's Report, and informed the Board that the City of Huntington Beach construction permit for the Broadway Pump Station Bypass Sewer Project had been issued. The October 8th Pre-Construction meeting was also discussed.

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.


Graham Hoad, President


Treasurer Hartmann, Treasurer