



Sunset Beach Sanitary District

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Minutes for the General Meeting of the Board of Directors

May 14th, 2026 - 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, and John Dentzer.
Staff present: Superintendent Brad VanMalsen, Supt. II Rolf Pridham, and
District Clerk Chris Montana.
Community: None.

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

Review and Possible Approval of the April 9th, 2026 Minutes for the General Meeting of the Board of Directors: After Directors and Staff reviewed the minutes of the April 9th, 2026 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 April 9th, 2026 General Meeting of the Board of Directors as prepared, Director Dentzer seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the May 14th, 2026 Claims Transmitted for Payment for County processing totaling \$137,378.99, as well as invoice #9 from Vido Artukovich & Sons, Inc./Vidmar Inc., a JV (VAS) in the amount of \$883,880.00 for the construction of the Broadway Pump Station Bypass Sewer Project, for a grand total of \$1,021,258.99. After Board and Staff reviewed and discussed, Secretary Woods moved to approve the current months bills as presented, Director Dentzer seconded, and the motion passed unanimously.

Fund Balance: Treasurer Hartmann reported Total Fund Balance as of April 30th, 2026 to be \$5,794,586. The Treasurer also reviewed the April 2026 bank reconciliations.

Clerk's Report and Review of Trial Balance: The Clerk reviewed the April 30th, 2026 trial balance with the Board and Staff and presented the 1st Draft of the 2026-27 Preliminary Operating Budget for review. After discussion of amounts presented, the Clerk stated that the 2nd Draft would be presented at the June 11th meeting for possible approval.

Review and Possible Approval of SCS Engineers Change Order Request: Clerk Montana presented a change order request to collect and analyze weekly wastewater samples for up to an additional 16 weekly events, in an amount not-to-exceed \$30,576. The original agreement didn't allow for necessary number of tests through project completion. A motion was made and carried as follows:

MOTION: Treasurer Hartmann moved to approve the SCS Engineers Change Order Request in the amount of \$30,576 to allow for up to 16 additional weekly events to collect and analyze wastewater samples in association with the Broadway Pump Station Bypass Sewer Project, and

**Sunset Beach Sanitary District
General Meeting of the Board Minutes
May 14th, 2026**

to authorize the District President to execute the Change Order Request and Professional Services Agreement on behalf of the District. Secretary Woods seconded, and the motion passed unanimously.

Review and Possible Approval of One-Year Lease between District and Pacific Farms I: Clerk Montana presented a one-year lease for monthly base rent of \$1,092 plus CAM estimate in an amount of \$315 and one-time Security Deposit adjustment of \$62. The Broadway Pump Station Bypass Sewer Project, including the abandonment of the pump station, was estimated to be completed by the end of the calendar year. Therefore, a storage unit would no longer be required to house the back-up generator utilized to operate the pump station during power outages.

MOTION: Director Dentzer moved to approve a one-year lease between the District and Pacific Farms I for monthly base rent of \$1,092 plus CAM estimate in an amount of \$315 and one-time Security Deposit adjustment of \$62, and to authorize the District President to electronically execute Lease on behalf of the District. Treasurer Hartmann seconded, and the motion passed unanimously.

Superintendent's Report (see attached): Superintendent VanMalsen reviewed the monthly Superintendent's Report and Flow Report with the Board and stated that no emergency call-outs occurred during the past month.

New Business / Board Member Items: President Hoad dedicated the meeting to the District's long-time, past Superintendent Jim Caslin, whom had recently passed away, and spoke of his dedicated service to the District.

Treasurer Hartmann reported on the quarterly ISDOC meeting that he had recently attended and the presentation by Bob Page, the Orange County Registrar of Voters.

Adjournment: There being no other business to be presented to the Board, Director Dentzer moved for adjournment at 7:04 p.m., Secretary Woods seconded, and the meeting was unanimously adjourned.



Graham Hoad, President



John H. Woods, Secretary