



Sunset Beach Sanitary District

P.O. Box 1185, Sunset Beach, CA 90742

(562) 493-9932

www.sunsetbeachsd.org

AGENDA FOR THE GENERAL MEETING OF THE BOARD

THURSDAY, JUNE 12th, 2014

7:00 P.M.

SUNSET BEACH WOMAN'S CLUB

16812 Bayview Drive, Sunset Beach

In accordance with the requirements of California Government Code Section 54954.2, this Agenda is posted not less than 72 hours prior to the meeting date and time above. All written materials relating to each agenda item are available for public inspection in the office of the District Clerk.

The District complies with the provisions of the Americans with Disabilities Act. Anyone needing special assistance please contact the District's Clerk at least one business day prior to the meeting so that we may accommodate you.

1. Community Input

Any person may address the Board of Directors at this time upon any subject within the jurisdiction of the Sunset Beach Sanitary District; however, any matter that requires action must be referred to a subsequent Board meeting, at the discretion of the Board.

2. Minutes of the May 8th, 2014 General Board Meeting

3. Current Bills

4. Treasurer's Report - Fund Balance

5. Clerk's Report

6. Discussion, Review and Possible Adoption of 2014-2015 Trash and Sewer Rates

7. Review and Possible Approval of 2014-2015 Budget

8. Superintendent's Report

9. Engineer's Report

10. New Business / Board Member Items

This part of the Agenda is reserved Board members to discuss issues that are not on the Agenda, and/or to request that specific items be placed on a future Agenda. No Board action may be taken on these items that are not on the Agenda.

11. Adjournment



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Minutes for the General Meeting of the Board of Directors

June 12th, 2014

7:00 p.m. - Sunset Beach Woman's Club

Directors present: President John Woods, Treasurer Greg Griffin, Secretary Graham Hoad, Director Jon Regnier
Staff present: Engineer Tom Dawes, Superintendent II Jim Myers, Clerk Chris Montana.
Community: None.

President Woods called the meeting to order at 7:00 p.m.

Community Input: None.

Minutes of the May 8th, 2014 General Board Meeting: The Directors read the minutes of the May 8th, 2014 General Meeting of the Board of Directors. Secretary Hoad moved to approve the minutes as prepared. Treasurer Griffin seconded. The motion was passed unanimously.

Current Bills: The Directors reviewed Claims Transmitted for Payment dated June 12th, 2014, totaling \$81,964.06. Treasurer Griffin moved to approve the Claims Transmitted for Payment as prepared. Director Regnier seconded. The motion was passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of May 31st, 2014 to be \$1,933,611.

Clerk's Report: Clerk Montana reported that no-spill reports, the updated SSO Questionnaire and the SSMP certification had been electronically filed with CIWQS. The Clerk also reported that the bi-annual audit fieldwork had been completed and that a draft of the unadjusted financial statements was expected shortly. The Clerk reviewed the May 31st fiscal year-to-date financial report with the Board.

Discussion, Review and Possible Adoption of 2014-2015 Trash and Sewer Rates: After Board review and discussion, Treasurer Griffin moved to establish FY 2014-2015 rates, without an increase from prior year, as follows:

MOTION: To set the annual trash collection charge at \$240.00 per each residential or commercial unit. Director Regnier seconded, and motion passed unanimously.

MOTION: To set annual sewer collection charge at \$150.00 per each residential or commercial unit. Director Regnier seconded, and motion passed unanimously.

MOTION: To set annual sewer cleaning charge at \$475.00 per each restaurant unit. Director Regnier seconded, and motion passed unanimously.

Clerk agreed to contact Assessor for publication of Notice and preparation of annual assessment report.

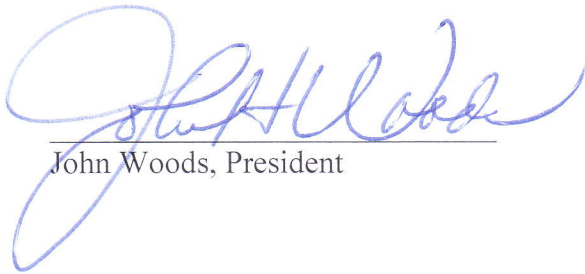
Review and Possible Adoption of 2014-2015 Budget: Clerk reviewed with the Board the FY 2014-2015 Budget for discussion and input. After review and discussion, Treasurer Griffin a motion was made as follows:

MOTION: Treasurer Griffin moved to adopt the FY 2014-2015 Budget in the amount of \$2,278,251, with the acknowledgment that some immaterial changes may occur to totals as a result of the County of Orange closing their final books at the end of July. Director Regnier seconded. Motion was passed unanimously.

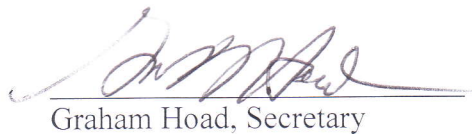
Superintendent's Maintenance and Engineer's Reports: - See attached. In the Superintendent Caslin's absence, Engineer Dawes presented both reports. Superintendent II, Jim Myers, presented the Clerk with a permit fee for deposit.

New Business/Board Member Items: After discussion of current year trash and sewer assessment deadline to submit amounts to County, Treasurer Griffin moved to set the August meeting for the first Thursday of the month, or August 7th. Director Regnier seconded. Passed unanimously. Clerk agreed to contact Women's Club.

Adjournment: There being no further business to come before the Board, Treasurer Griffin moved to adjourn the meeting at 8:04 p.m. Secretary Hoad seconded. Meeting was unanimously adjourned.



John Woods, President



Graham Hoad, Secretary

MEMORANDUM

June 6, 2014

To: Board of Directors of the Sunset Beach Sanitary District
District Counsel
Superintendent
District Clerk

From: Tom Dawes

SUBJECT: Engineer's Report for the June 12th, 2014 Regular Board Meeting.

1. Surfside Avenue Sewer Replacement.

Work is in progress, and it appears to me that generally we are off to a good start. Nearly all required shop drawings have been submitted and approved (some approved with corrections). I've sent letters to all in the work area; and a second letter to B Row homeowners about the installation of their new laterals. I've had no response from either letter.

We had a couple of meetings with the Seal Beach water inspectors and seem to be on a good path. Seal Beach would like us to install new city furnished water meters, 17 required, as a change order; I'll go over that issue with you at the meeting. There are a number of other changes I want to brief you on at the meeting. We held a coordination meeting with Surfside Colony and they have been very cooperative. Surfside Colony may want to do a considerable amount of extra paving, work outside of our contract that I want to review with you.

You will recall that the contract includes the following:

- A. Install a temporary waterline and connect the homes in the work area to it.
- B. Relocate portions of the existing waterline and reconnect the homes to it.
- C. Install the replacement sewer and connect the homes to it.
- D. Rebuild the street in the work area.

As I write this, the temporary line is installed and the disinfection is next. Hopefully by the time of the meeting, the houses will be connected to it.

We have only one problem so far. The house at B-112 is being remodeled by contractor Jim Haskett, I think it burned earlier. This work started after our design was done. The scaffolding for this house sits exactly over the location where the relocated permanent waterline. The superintendent and I met with Haskett's foreman in early May, and were told they would be done about June 1st. It isn't. Haskett told Surfside Colony he will have it moved about the time of the Board meeting; I'll give you an update at the meeting. . If we delay the contractor, and we are, it can be costly.

As you may recall, the homes at B-111; 112 and 115 are served water from Pacific Ave., (C-Row). We are installing services, and meter boxes, as part of our work. Surfside Colony has asked for prices to hook them up to the new water service (that, in turn, requires us to abandon those services at the main in Pacific Avenue). (The house at B-111 is connected by an above ground hose to their meter on Pacific Ave).

Finally, we have found the existing pavement to be about 5-inches thick on the west side of the road. We found the pavement to be 3-inches thick when we did our potholing; generally on the east side of centerline; 3-inches was the design thickness.

The Colony has decided not to replace the gutter, and you already know that the Colony decided not to upgrade Surfside Avenue to concrete, both of which lower the contract cost.

2. Emergency Generator for Broadway Pump Station.

We have completed our preliminary plans for use by the City in permitting the project. I'll review them with you at the meeting; I hope to submit them to the City by that time.

3. Warner Avenue Gravity Sewer.

As I'm sure you know, the City's contractor has been working on the Manhole and tie-ins at the intersection of PCH and Warner Avenue. The contractor expects to start our connector by the end of June.

The project has fallen behind schedule by about two months, largely due to some unforeseen buried conduits. The new completion date is about January 1, 2015

4. Invoice for Professional services.

I have submitted an invoice in the amount of \$6,670.00 for professional services for the month of May, 2014. Nearly all the hours were on the Surfside Sewer. I'll be glad to answer any questions on the invoice.

5. South Pacific Ave Root Problem.

At the last meeting, the Superintendent and I reported on a recent blockage (where a spill was avoided by our Smart Cover monitors) caused by ficus root infiltration. We sent our letter to the homeowner, and delivered copies to the 2 neighbors who also had root infiltration. We met with the homeowner, and he removed the trees. He will soon line his house lateral.

6. County Notification of Builders of SBSB Permit Requirements.

I did establish contact with the county building people and we seem to be back on track for them to notify county permit applicants of our permit requirements.

7. Lateral Repair at Jack-In-The Box.

You will recall that last fall we made an emergency repair to the JITB lateral on a Saturday night, for which, with Counsels help, we received reimbursement. I received a call from the owner, who said he just recently returned to this country, and noticed all the construction around him (Warner Sewer). He thought if this had been done earlier, he might not have had the leak. I told him these items were not related.

Then he wondered if his plumber who did an earlier repair to his lateral in his parking lot messed up. I told him we were told by his plumber that he was stopped by the owner from making repairs in Street R/W.

He wants to see bills and pictures and I said Jim could meet him in a couple of weeks.