



Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

(562) 493-9932

www.sunsetbeachsd.org

Minutes for the General Meeting of the Board of Directors

March 13th, 2014

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

Directors present: President John Woods, Treasurer Greg Griffin, Secretary Hoad
Staff present: Engineer Tom Dawes, Superintendent Jim Caslin, Clerk Chris Montana.
Community: None.

President Woods called the meeting to order at 7:01 p.m.

Community Input: None.

Minutes of the February 13th, 2014 General Board Meeting: The Directors read the minutes of the February 13th, 2014 General Meeting of the Board of Directors. Treasurer Griffin moved to approve the minutes as prepared. Secretary Hoad seconded. The motion was passed unanimously.

Current Bills: The Directors reviewed Claims Transmitted for Payment dated March 13th, 2014, totaling \$66,718.50. Treasurer Griffin moved to approve the Claims Transmitted for Payment as prepared. Secretary Hoad seconded. The motion was passed unanimously.

Treasurer's Fund Balance Report: Treasurer Griffin reported the Fund Balance as of March 31, 2014 to be \$1,691,105.

Clerk's Report: Clerk Montana reported that no-spill reports had been filed with CIWQS. The Clerk reported that the bi-annual audit was underway.

Superintendent's Maintenance Report: - See attached.

Engineer's Report: See attached.

Adjournment: There being no further business to come before the Board, Secretary Hoad moved to adjourn the meeting at 7:33 p.m. Treasurer Griffin seconded. Meeting was unanimously adjourned.

A handwritten signature in black ink, appearing to read "John Woods".

John Woods, President

A handwritten signature in blue ink, appearing to read "Graham Hoad".

Graham Hoad, Secretary



Sunset Beach Sanitary District

Of Orange County
P.O. Box 1185
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Superintendent's Report

Board Meeting
March 13, 2014

1. Four (4) Call Outs:
 - a. Three (3) Planned Power Outages.
Two (2) at the Broadway Pump Station.
One (1) at the Warner Pump Station. **(Staff)**
3/23 & 3/24 scheduled as well.
 - b. One (1) Emergency Call-out at the Warner Pump Station.
Transducer & Flow Switch malfunction (Broken Cable).
(Staff and Flo-Systems).
2. Safety Training conducted **(Staff)**:
 - a. Ergonomics.
 - b. Work Place Safety.
3. Review Flow Reports.
4. New "Smart Covers" are scheduled to be installed this month.
5. Any updates to this report will be presented at the Board Meeting.

MEMORANDUM

March 7, 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 March 13, 2014 Regular Board Meeting.

1. Surfside Avenue Sewer Replacement.

Immediately after the last Board meeting, when the Directors approved the project, I mailed out 30 of the Request for Bids notices to contractors, and published the notices on two popular electronic bid boards. The 30 notices were mailed to contractors who had bib jobs recently for the Cities of Huntington Beach and Seal Beach. So far, only 8 contractors have taken out plans and contract documents. I hope that increases in the next couple of weeks. The two contractors working for HB (Warner & waterlines) have not requested documents so far.

I've received only one question, from 3 or 4 firms: Is the job walk scheduled for March 21 mandatory? It's not. Apparently no one wants to come; not an unusual response.

2. Emergency Generator for Broadway Pump Station.

Earlier I sent you a copy of the letter request I made to HB. The superintendent and I met with the City's park manager, and he seemed receptive. The request is now being reviewed by both parks and public works.

I believe as part of the process, they will discuss the request with the SBCA.

3. Invoice for Professional Services.

I have submitted an Invoice in the amount of \$7,639.61 for the three month period beginning December 1, 2013 through and including February 28, 2014 for professional services and expenses at cost. I'll review the invoice with you at the meeting.