



# Sunset Beach Sanitary District

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

(562) 493-9932

[www.sunsetbeachsd.org](http://www.sunsetbeachsd.org)

## **AGENDA FOR THE GENERAL MEETING OF THE BOARD**

**THURSDAY, NOVEMBER 13th, 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. Review and Discussion of Possible Amendment of Ordinance 12-02, Regulating the Collection of Refuse

### 3. Minutes of the October 9th, 2014 General Board Meeting

### 4. Current Bills

### 5. Treasurer's Report - Fund Balance

### 6. Clerk's Report

### 7. Superintendent's Report

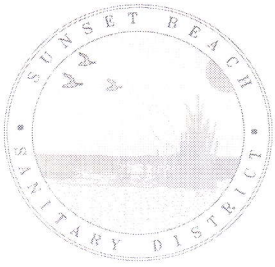
### 8. Engineer's Report

a. Review, Discuss and Possible Approval of Change Order No. 4 to Contract for Replacement of Sewer and Water Mains and Connection of Sewer and Water Services in Surfside Colony, Seal Beach

### 9. 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.*

### 10. Adjournment



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

**November 13th, 2014**

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

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

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

Community Input: None.

### Review and Discussion of Possible Amendment of Ordinance 12-02, Refuse Collection:

Superintendent Caslin discussed negative communications that he has received from Surfside residents, as the result of an email from Surfside Colony. Surfside Colony had emailed residents that "the Colony is immediately going to start enforcing this ordinance along with the District", although our District had not been previously informed. The email further stated that trash cans visible from the street would be removed and that the owner would have to pay for the removal and storage. The Superintendent presented trash can violation stickers that had been printed to notify residents of violations. The Superintendent stated that the Colony, as a private community, could regulate the problem. The Clerk stated that the Ordinance appeared to only allow the District or owner to remove trash cans, and perhaps legal counsel should be contacted. The Engineer stated that the problem seemed to be working itself out within the Colony. No action was taken by the Board at this time.

Minutes of the October 9th, 2014 General Board Meeting: The Directors read the minutes of the October 9th, 2014 General Meeting of the Board of Directors. Treasurer Griffin moved to approve the minutes as prepared. Director Regnier seconded. The motion was passed unanimously.

Current Bills: The Directors reviewed Claims Transmitted for Payment dated November 13th, 2014, totaling \$246,329.81. 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 October 31, 2014 to be \$1,284,042.



### RESOLUTION NO. 2014-3

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE SUNSET BEACH SANITARY DISTRICT ACCEPTING THE WORK AS SET FORTH IN THE CONTRACT DOCUMENTS AND CONSTRUCTION SPECIFICATIONS FOR REPLACEMENT OF SEWER AND WATER MAINS AND CONNECTION OF SEWER AND WATER SERVICES ALONG SURFSIDE AVENUE WITHIN SURFSIDE COLONY, SEAL BEACH, CA.

Pursuant to the Sanitary District Act of 1923, State of California Health & Safety Code Sections 6400 et seq., the Board of Directors of the Sunset Beach Sanitary District caused a Notice Inviting Sealed Proposals (Bids) to be advertised for Rehabilitation of Sanitary Sewer Pipelines and Manholes, and all bids received were opened and publicly declared as set forth in said Notice Inviting Bids. In accordance with Public Contract Code Section 20803, an award of a contract was made to the lowest responsible bidder, Bensfield General Engineering, Inc. of San Miguel, California.

**Now, Therefore be it Resolved:**

1. The Contractor has completed all the work as set forth in the contract agreement for this project.
2. The District Engineer has inspected the work and has certified to the Board of Directors that the work has been completed in accordance with all the terms and conditions of the Contract between the District and the Contractor.
3. The final contract amount is \$483,498.00 based upon the contract prices, the quantities certified by the District Engineer, and Change Order Nos. 1, 2, 3, 4 and 5 approved by the Board. The Board agrees to pay the Contractor said final amount less any monies previously paid in accordance with the terms and conditions of the Contract between the parties.
4. The Board of Directors hereby accepts the work as final and instructs the Clerk of the Board to file a Notice of Completion with the County Recorder of the County of Orange, California.

Passed by the Board of Directors of Sunset Beach Sanitary District at their regular meeting of December 4, 2014.

AYES

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NO

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SUNSET BEACH SANITARY DISTRICT

  
President of the Board

  
Secretary of the Board

**Sunset Beach Sanitary District  
November 13th, 2014 Minutes**

Clerk's Report: The Clerk reviewed the October 31, 2014 trial balance with the Board, and reported that the annual California Financial Transactions Report, Compensation Report, and U.S. Census Bureau report had been filed with state. The Clerk also reported that quarterly federal and state payroll tax returns had been filed. The Clerk distributed fiscal year-end fixed asset and depreciation schedules and safety training materials.

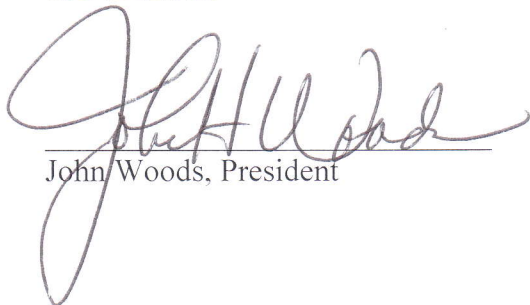
Superintendent's Maintenance Report: - See attached. In addition, Superintendent Caslin distributed his monthly flow study. Treasurer Griffin inquired whether the recent increases in flows were a result of recent high tides. Superintendent Caslin concurred and added that the infiltration is happening at the site of the laterals. Discussion ensued between Board and staff regarding the detection of infiltration with the use of cameras. The District Engineer discussed the possibility of the State enacting new regulations for the maintenance of private laterals.

Engineer's Report: - See attached. The District Engineer presented Change Order No. 4 with Bensfield Engineering, Inc., which results from additional work requested by Surfside Colony, Ltd. for fixing a private lateral, adding a parking stripe, adjusting utility vaults and manholes. After review and discussion, a motion was made and carried as follows:

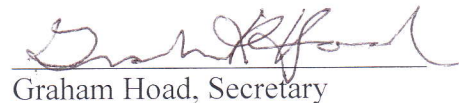
**MOTION:** Director Regnier moved to approve Change Order No. 4 to Agreement with Bensfield Engineering, Inc. in the amount of \$7,118.00. Treasurer Griffin seconded and the motion passed unanimously.

New Business/Board Member Items: Director Hoad discussed a recent meeting he had attended with the Coastal Commission and commented that the District may be required to construct a plan for anticipated rises in the sea level.

Adjournment: There being no further business to come before the Board, Director Regnier moved to adjourn the meeting. Secretary Hoad seconded, and the meeting was unanimously adjourned at 8:00 p.m. The Board scheduled the December meeting on the first Thursday, December 4<sup>th</sup>, due to the Woman's Club annual holiday event scheduled for the second Thursday of December.



John Woods, President



Graham Hoad, Secretary



# Sunset Beach Sanitary District

Of Orange County  
P.O. Box 1185  
Sunset Beach, CA 90742

Superintendent's Report  
Board Meeting

November 13, 2014

1. Review Trash ordinances and issues in Surfside.
2. Review Flow reports.
3. Safety Training Conducted for all Staff members.
4. TVing and Dye Testing at "Jack in the Box" completed. Identified one (1) active lateral, the other three (3) are disconnected. **(Performance Pipeline and Staff.)**
5. No Emergency Call- Outs for this reporting period.
6. "Smart Cover" maintenance and replacement of equipment performed at Four (4) Locations. **(Hydronix and Staff.)**
7. All systems are functioning normally at this time with no major issues noted.
8. Any updates to this report will be presented at the Board Meeting.



# MEMORANDUM

November 8, 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 November 13<sup>th</sup>, 2014 Regular Board Meeting.

## **1. Surfside Avenue Sewer Replacement.**

All the work was completed September 19<sup>th</sup>, but not accepted. The repaving of the street has been rejected and the street will be ground down 1 1/2 - inches, and repaved. We plan to do this on November 19<sup>th</sup>, weather and other issues permitting. SBSB is not paying for the re-work.

There are, however, three items to deal with in Change Order No. 4. The first two are items Surfside Colony requested of the contractor, fixing a private sewer lateral at B-73 (south of our project), and adding a new white parking stripe on the gutter on the west side of Surfside Avenue. They total \$1,018.. The third item is the adjustment of 4 utility vaults and manholes requested by Surfside Colony which were not in the contract. They serve cable TV, Verizon and SCE. The cost for this work will not exceed \$6,100. Depending on what we find when we excavate, the cost could be less.

**Recommended Action: Approve Change Order No. 4 adding \$7,118.00**

## **2. Emergency Generator for Broadway Pump Station.**

As you know, I've been trying to get this project permitted for a year. I went to the city, and they said to go to the county. I went to the county, and they said the County's LCP had expired and to go direct to the Coastal Commission. I went to the CC who redirected me to the City. I got a new planner to work with at the city who said he would take care of it, and completed the permit application. (Remember, it's a small 3 sided addition to a restroom to house an emergency generator). The City now again says the County should sign off on it.

This time it worked. The County signed off and waived their \$300 Processing Fee. I've submitted the application for the Coastal Permit, and posted an application notice on the restroom.

## **3. Warner Avenue Gravity Sewer.**

Out of an abundance of caution, we performed 'dye' tests at Jack-in-the-Box to make sure there was only one lateral from the restaurant to our line. You may recall that there are 4 stubs to the old 10-inch sewer that will soon be abandoned, we could only account for 3. The dye test proved the last stub was not active.

I met with the City and their contractor to arrange for them to hook up JITB when they abandon the station and switch flows to the new gravity line. Having their contractor do it, instead of us bringing in a contractor, avoids potential delays and interference that can be costly. The work will be an 'extra'.

# SUNSET BEACH SANITARY DISTRICT

Contract for

REPLACEMENT OF SEWER AND WATER MAINS AND CONNECTION OF  
SEWER AND WATER SERVICES ALONG SURFSIDE AVENUE WITHIN  
SURFSIDE COLONY, SEAL BEACH, CA

## CHANGE ORDER NO. 4


1. Labor, equipment and materials necessary to repair a broken sewer lateral; serving house B-73, not a part of this job, as requested by Surfside Colony Ltd. Added Cost = \$518.00.
2. Labor, equipment and materials necessary to paint a new white parking strip on the west side of Surfside Avenue, as requested by Surfside Colony Ltd. Added Cost = \$500.00.
3. Labor, equipment and materials necessary to adjust the height of 4 utility manholes owned by SCE, Verizon and cable television, as requested by Surfside Colony Ltd. Added Cost = NTE \$6,100.00

**Total Cost for Change Order No. 4: \$7,118.00**

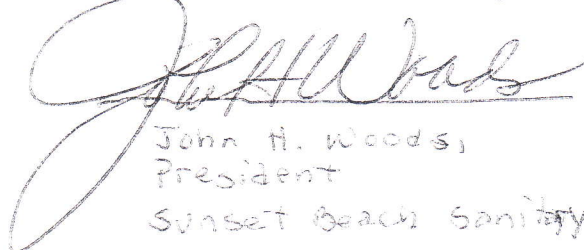
The change in compensation authorized by this Change Order includes all costs attributable to this change. By acceptance of the amount set forth above, the contractor releases Sunset Beach Sanitary District from any further claim or payment of any type regarding any costs arising from the work included in this Change Order.

Accepted: Bensfield General Engineering, Inc.

By:  Date: 11/7/14

Recommended:   
Thomas M. Dawes, District Engineer.

Date: 11-13-14

  
John H. Woods,  
President  
Sunset Beach Sanitary District

11/13/14