



Sunset Beach Sanitary District

P.O. Box 1185

Sunset Beach, CA 90742

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Minutes for the General Meeting of the Board of Directors

July 19th, 2018 - 7:00 p.m.

Sunset Beach Woman's Club – 16812 Bayview Drive

Directors present: President John Woods, Treasurer Bernard Hartmann, Jon Regnier, and Josh Westfall
Staff present: Superintendent Jim Caslin, Clerk Chris Montana
Community: None.

President Woods called the meeting to order at 7:10 p.m.

Community Input: None.

Review and Possible Approval of the June 14th, 2018 General Board Meeting Minutes: After Directors reviewed the June 14th, 2018 General Board Meeting Minutes, Director Regnier moved to approve as prepared. Treasurer Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the July 19th, 2018 Claims Transmitted for Payment in the amount of \$60,110.10 for current bills. After review and discussion, Secretary Hoad moved to approve as presented, Director Regnier seconded, and the motion passed unanimously.

Fund Balance Report: Treasurer Hartmann reported the Fund Balance as of the June 30, 2018 fiscal year-end to be \$1,570,950.

Clerk's Report: Clerk Montana reported regarding a special district workshop to produce a redline draft of MSR and SOI Policies and Procedures to be presented at the August 8th, 2018 LAFCO meeting. Clerk Montana presented the Cash Reserve Policy which was changed to reflect amounts approved by the Board as part of the 2018-19 Budget. The Clerk discussed increased franchise fees collected due to review of customers.

New Business / Board Member Items: None.

Adjournment: There being no further business to come before the Board, Director Westfall moved to adjourn the meeting at 7:45 p.m., Director Hartmann seconded, and the meeting was unanimously adjourned.



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

July 19, 2018

1. Review Flow Reports.
2. Two Emergency Call-Outs. Both Edison related. **(Staff)**
3. Annual Flow reports sent to OCSD and City of Huntington Beach. Total for 17/18 Fiscal - 64,316,429 gallons.
4. Quarterly Maintenance and Safety Inspection at Broadway Pump Station and Electrical Switching components at Generator Building being completed this week. **(Flo- Services & Staff)**
5. New Electrical control Panel installed at Warner & N. Pacific.
(Flo-Services)
6. Semi Annual System Jetting & Wet Well cleaning being preformed this week.
(Flo-Systems, Performance Pipeline &Staff)
7. Request from citizen that a Board member attend the upcoming Planning Meeting with Huntington Beach to represent the District in regards to the building of new Hotel on the Car Wash property. Forwarded request to the Board President.
8. All updates to this report will be presented at the Board Meeting.

MEMORANDUM

July 13th, 2018

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

From: Tom Dawes

SUBJECT: Engineer's Report for July 19th, 2018 Regular Board Meeting.

Unfortunately due to the last minute date switch for the meeting, I cannot attend. However, I want to give you a brief report on a couple of items that I will list for the August meeting, and review at that time.

1. Broadway Siphon Replacement.

I have sent exploratory permit request to the following agencies:

City of Huntington Beach (Public Works)
California Coastal Commission
SWRCB, Region 9
U.S. Army Corps of Engineers
California State Lands Commission
California State Fish and Wildlife
County of Orange Public Works

I've had an acknowledgement of the request from the Corps of Engineers and the SWRCB. The Corps of Engineers has told me we need permits for both the exploration and the permanent installation work. I'm trying to make them see it as one project, but having no luck. They are also requesting a lot of information they don't need to process a permit, which worries me that they are making a big deal of it. They have told me I must fill out forms complying for the Endangered Species Act, the National Historic Preservation Act and a Pre-Construction Notification form. When the final pipe is installed, I have to do it all over again

The SWRCB has told me we have to get a federal Clean Water Act 401 certification.

I've also had a response from the California State Department of Fish and Wildlife, who on July 5 inspected the site and, finding no Ell Grass, said we did not need a permit from them.

I did not send a permit package to the federal Fish and Wildlife Service, or the Coast Guard. I'm investigating to see if I should.

You received from the District Clerk copies of the original 1935 permits from the War department (Now Corps of Engineers), and State Lands. Both agencies approved the original siphon construction in less than a month. Neither agency had the benefit of today's high speed electronic communication. We'll see how things go in 2018.

So far, I've received about a 100 pages of instructions, and I haven't heard anything from several agencies, including the Coastal Commission. I'll give you a complete blow by blow in August, but it's getting **crazy**.

2. Sewer Collection Ordinance and Development Issues.

I've been reviewing our current Sewer Ordinance, adopted in 2012. I believe the ordinance should be revised in order to strengthen our authority in dealing with private laterals and connection fees. I'll have a draft of my recommendations at the August meeting. Connections fees vary greatly in Orange County, but I've made a comparison with the Cities of Seal Beach and Huntington Beach. As you know, connection fees for the Orange County Sanitation District are collected in those cities, but not in SBSB.

The OCSD bases commercial connections on square footage. In Huntington Beach and Seal Beach, commercial fees are based on water meter size. In SBSB, it's a flat fee regardless of size. Here an example comparison for a 2000 sf commercial building:

Commercial Rates (1-inch water meter; 2,000 sf)

SBSB:	\$1,500
Seal Beach: City fee: \$5,191 plus OCSD fee: \$3,855 min.	Total \$9,046
Huntington Bch: City fee: \$5,269; OCSD: \$3,855 min.	Total \$9,124

For residential connections, SBSB and Huntington Beach have a flat fee. In Seal Beach, It's based on water meter size. OCSD fees are based on the number of bedrooms. Here is an example for a 4-bedroom house with a 1-inch water meter:

Residential Rates (1-inch water meter, 4-bedrooms)

SBSB:	\$1,000.
Seal Beach: City Fee: \$3,210 plus OCSD fee \$4,586	Total \$7,786.
Huntington Bch: City fee: \$2,317 plus OCSD fee \$4,586	Total \$6,903.

3. FOG Inspections.

As I reported to you at the June Board meeting, I've been in contact with EEC Engineering, the leader in FOG programs in Orange County. I've asked them to develop a proposal to completely review our FOG program including our 2002 FOG Ordinance, conduct a review of all commercial establishments and prepare a quarterly inspection program. The cost for the first year will be higher than subsequent years because of the start-up costs.

I've always told you that our frequent line cleaning is the most important thing we do, that will not change. If we're going to upgrade our FOG inspection program, this is the time to do it, head of the expected new SSMP order. I'll have a proposal for your consideration at the August Board meeting.