



# Sunset Beach Sanitary District

**P.O. Box 1185**

**Sunset Beach, CA 90742**

**(562) 493-9932**

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

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

**June 14th, 2018 - 7:00 p.m.**

**Sunset Beach Woman's Club – 16812 Bayview Drive**

**Directors present:** President John Woods, Secretary Graham Hoad, Treasurer Bernard Hartmann, Jon Regnier, and Josh Westfall

**Staff present:** Superintendent Jim Caslin, Engineer Tom Dawes, Clerk Chris Montana

**Community:** None.

President Woods called the meeting to order at 7:06 p.m.

Community Input: None.

Review and Possible Approval of the May 10th, 2018 General Board Meeting Minutes: After Directors reviewed the May 10<sup>th</sup>, 2018 General Board Meeting and Closed Session Minutes, Director Regnier moved to approve as prepared. Director Hartmann seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the June 14th, 2018 Claims Transmitted for Payment in the amount of \$73,178.08 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 May 31, 2018 to be \$1,634,423.

Clerk's Report: Clerk Montana reported that the 2017 financial statement audit was near completion. The Clerk also reported that after a review of franchise fees had been conducted, Republic Services would make corrections. Clerk Montana presented a Certificate of Prohibited Interests from the County of Orange for President Woods signature.

2018-19 Preliminary Operating Budget, Reserves and Investment Policies: The May 31, 2018 trial balance as well as the 2018-19 Preliminary Operating Budget, Reserves and Investment Policies were presented for review and discussion. A motion was made and carried as follows:

**MOTION:** Director Regnier moved to approve the 2018-19 Preliminary Operating Budget in the amount of \$1,859,520. Secretary Hoad seconded and the motion was passed unanimously. No changes were made to the Reserve and Investment Policies.

Sunset Beach Sanitary District  
General Meeting of the Board  
June 14th, 2018 Minutes

Review and Establishment of 2018-19 Trash and Sewage Fees for Publication: The Clerk distributed the draft publication to notify the public of trash pick-up, sewage transport and treatment, and sewer cleaning charges to be assessed and the date of the hearing. After review and discussion, the following motions were made and carried:

**MOTION:** Secretary Hoad moved to set and publish the annual trash pick-up charge at \$240.00 (no increase). Director Regnier seconded and the motion passed unanimously.

**MOTION:** Secretary Hoad moved to set and publish the annual sewage transport and treatment charge at \$200.00 (no increase). Director Regnier seconded and the motion passed unanimously.

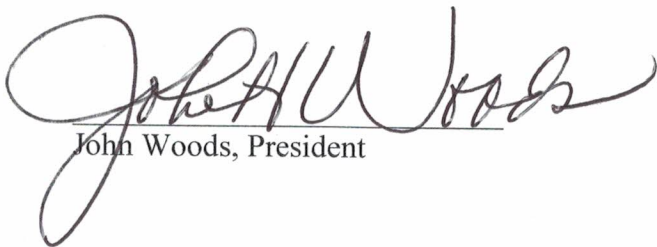
**MOTION:** Secretary Hoad moved to set and publish the annual restaurant sewer cleaning charge at \$475.00 (no increase). Director Regnier seconded and the motion passed unanimously.

Superintendent's Report: See attached.

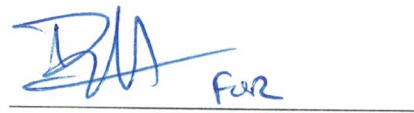
Engineer's Report: See attached.

New Business / Board Member Items: Board members and staff discussed the ongoing problem of overflowing trash cans on the greenbelt. The trash cans are within the City of Huntington Beach jurisdiction and Board members deliberated over possible solutions.

Adjournment: There being no further business to come before the Board, Director Westfall moved to adjourn the meeting at 8:25 p.m., Secretary Hoad seconded, and the meeting was unanimously adjourned.



John Woods, President



Graham Hoad, Secretary



## Sunset Beach Sanitary District

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Sunset Beach, CA 90742-1185  
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# NOTICE OF FILING REPORT

(Health & Safety Code No. 5473.1)

### NOTICE IS HEREBY GIVEN AS FOLLOWS:

THE BOARD OF DIRECTORS OF THE SUNSET BEACH SANITARY DISTRICT, of Orange County, California, does hereby ORDAIN as follows:

**SECTION 1:** Pursuant to the provisions of Health and Safety Code Section 5473, the following service charges are hereby established:

- A. For each residential or commercial unit which does not provide for its own trash pick-up, as counted by the District Assessor, **an annual service charge of \$240.00 for trash pick-up (no increase).**
- B. For each residential or commercial unit, as counted by the District Assessor, **an annual service charge of \$200.00 for sewage transport and treatment (no increase).**
- C. For each restaurant unit, as counted by the District Assessor, **an annual service charge of \$475.00 for sewer cleaning (no increase).**

This charge shall be payable by the property owner, whether or not he utilizes the District services. Please note there is no increase to the rates from the prior year.

**SECTION 2:** Pursuant to the provisions of Health and Safety Code Section 5473, the Board of Directors hereby elects to have said service charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the District.

**SECTION 3:** Annually, the Assessor of the District shall cause a written report to be prepared containing a description of each parcel of property subject to said charge, together with the charges applicable thereto.

**SECTION 4:** Annually, the Secretary of the Board shall cause appropriate notice of the filing of the report and of the time and place of a hearing thereon to be given in the manner provided for in Health and Safety Code Section 5473.1.

**SECTION 5:** The Board of Directors has caused a copy of the report to be filed with the Clerk of this District containing a description of each parcel of real property in the District receiving such services and facilities, and the amount of the charge for each parcel for the Fiscal Year 2018-2019, and proposing to have such charges collected on the tax roll in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the District.

**SECTION 6:** A hearing on said report will be held **July 19, 2018 at 7:00 p.m.** in the Sunset Beach Woman's Club located at Bay View Drive & Broadway in Sunset Beach, California, at which time the Board of Directors will hear and consider all objections and protests, if any, to said report. Any not able to attend this meeting may protest by mail **if postmarked by July 13, 2018.** Protests will not be considered after July 19, 2018.

Dated: June 19, 2018

John Woods  
Director

For Publication: June 21, 2018 and July 5, 2018

# MEMORANDUM

June 9<sup>th</sup>, 2018

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

From: Tom Dawes

SUBJECT: Engineer's Report for June 14<sup>th</sup>, 2018 Regular Board Meeting.

## **1. Broadway Siphon Replacement.**

I've gathered about all the information available for the replacement of the siphon under the Sunset Channel, including information on the Broadway Bridge over the channel and the channel sides. I've looked at a new sewer going north on Bayview to a City of HB line (doesn't work) and a standby pump station. The clear winner is a new siphon. When the side channel steel sheet piling was installed, an opening was left on each side for our sewer siphon. We must know the dimensions of these openings in the channel wall steel sheet piling to install the new siphon.

Finding the opening in the steel sheet piling is a job of its own. I believe we will have to excavate in the channel itself and use divers. We will need permits for that, as well as for the construction of the new siphon itself, so I prepared the project description including exhibits and photographs that I mailed to you earlier. I'm just not sure who will have to permit this project, and intend to mail the package to the following (which is everyone I can think of):

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

The final design will in no small part be based on the permit conditions we will receive from the regulator agencies. We won't start design until we have their input, probably a year from now. With good luck, we could bid this job in fiscal 2019-20.

We haven't done any CEQA compliance work; while I would argue it's categorically exempt, it may trigger a lot of 'offset work' because of ell grass and caulerpa. I recently gave a briefing on the project to HB Public Works (engineering and permitting) and Planning staffs. All HB staff were supportive and will help us, but they warned me about some of the state agencies who could care less about the need or reason for the project. By the way, there is no clear consensus



on who owns the channel itself. I think it's the City of HB; others think it may be the county. I'll give you a full report at the meeting. Following is my plan to proceed:

### SEWER SIPHON ACTION PLAN

A. Permits. Apply for the needed permits for both the investigative work and the final project. After we know what conditions and requirements we receive, prepare a CEQA document.

B. Investigative work. Gather all the utility information we can. Prepare a plan and request Board approval to proceed. Negotiate with contractor(s) to do the exploration. I tentatively believe we should put 2 coffer dams in the channel, one about 10-feet north of the Broadway Bridge (the siphon is about 2-feet north), and the other on the south side of the bridge. We would use an excavator and divers to find the openings. If we can open it up, let the muddy water settle, and measure the openings with divers, perhaps we can escape major dewatering expense.

C. I believe we will have to have significant community involvement and we will have to consider an open house, newsletter and the Sunset Beach Community Association.

### **2. Report on Issues re. SSMP.**

It appears that the State Water Resource Control Board (SWRCB) is considering requiring public sewerage agencies to get more involved with private sewer systems. Private sewers such as those in large apartment complexes have a poor record for SSO's. SBSD doesn't have any large private sewer systems (we removed the last with our Surfside Sewer Project a few years ago) and we don't allow two houses on one lateral.

While I have told you in the past that the SWRCB will issue a new Waste Discharge Order this fall or shortly after the first of the year, I suspect it's being delayed since the state cancelled all workshops on the order.

### **3. Sunset Beach Hotel and Related Development Issues.**

This development has received entitlement approval from the City of Huntington Beach Planning commission. We were not in the loop on the approval process, so when the superintendent alerted me about the development, I called the HB Planning Department, and subsequently the Public Works Department, to find out about the project. I was told it's a 14-unit hotel, each unit with 2 or 3 bedrooms and a kitchen. It's not a traditional hotel, but was described to me as an 'air B & B hotel, with no staff on-site all the time.

It was clear my calls caught them by surprise, and I don't think this will happen again in the near future. We are now in the loop on this project and I want to discuss it with you and seek direction at the meeting. If we don't serve this hotel, there is a HB sewer across PCH that probably could.

You should keep in mind that all our sewers (and house sewer laterals) were installed in 1935, one contract (which included our now abandoned, sewage treatment plant). The design back then was based on small beach houses on individual lots. It was not based on serving hotels and multi-family units. That's not to say we can't safely provide sewer service to this one hotel. We should also discuss our connection fees; we have one fee for residential (\$1,000/unit) and one fee for commercial (\$1,500/facility). This project doesn't fall neatly into either; and if big commercial projects are coming, we may need to consider a new commercial charge.

If this project was planned for the east side of PCH, where HB is the sewer provider, it would pay connection fees to both the City and to OCSD. I've not calculated what the charge would be, but probably 10 times our charge. Our charge covers our inspection and processing costs, but now leaves practically nothing for facilities repair or upgrade.

#### **4. Recycling.**

There is a looming problem in materials recycling. For whatever reason, China has reduced imports of recycled materials. While some, maybe most, of recycled material is processed in this county, losing portions that went to China has lowered prices and created a glut. Some communities are taking recycled materials to landfills. California has strict laws regarding recycling and avoiding use of landfills for this material.

Our contract with Rainbow has a fixed formula to pay for recycling and we should be OK. It's something we have to keep our eye on, however.

#### **5. FOG Inspections.**

As the Directors are aware, the heart and soul of our FOG program is our aggressive line cleaning schedule. Under that program, lines that serve restaurants are cleaned every 3 months, and all other lines are cleaned every 6 months. To that, we add our dozen or so water level sewer line monitors and our inspections by the OC Health Agency, sadly now only once a year.

We have in the past talked about more frequent restaurant inspections and I've found an Orange County firm that does just that: EEC Environmental. They specialize in working with restaurants to enforce BMP's, which has been the long term goal of this agency. I would guess their yearly cost for quarterly inspections would be in the \$10-15,000 range; I don't have that information now.

I'll go over this with you at the meeting. If you're interested, I believe a prudent course would be for me to meet with them, and then have them come to the July or August Board meeting so you could meet them and hear first-hand what they can do..

#### **6. Invoice for Professional Services.**

I have submitted an invoice in the amount of \$6,303.42 for professional services and expenses at cost for the 2 month period ending May 31, 2018. If you have any questions, please give me a call.