



# 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**

**September 12th, 2019 - 7:00 p.m.**

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

**Directors present:** President Graham Hoad, Secretary John Woods, Treasurer Bernard Hartmann, and Jon Regnier  
**Staff present:** Superintendent II Brad Van Malsen, Asst. Supertintendent Rolf Pridham, Engineer Tom Dawes, Clerk Chris Montana  
**Community:** None.

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

Community Input: None.

Review and Possible Approval of the August 8th, 2019 General Board Meeting Minutes: After Directors reviewed the minutes of the August 8th, 2019 General Meeting of the Board, Director Regnier moved to approve the minutes as presented. Secretary Woods seconded, and the motion passed unanimously.

Current Bills: Clerk Montana presented the September 12th, 2019 Claims Transmitted for Payment in the amount of \$42,634.05 for current bills. After review and discussion, Treasurer Hartmann moved to approve as presented, Secretary Woods seconded, and the motion passed unanimously. The Claims were signed by President Hoad and Secretary Woods as presented.

Fund Balance: Treasurer Hartmann reported the Fund Balance as of August 31, 2019 to be \$1,870,767.

Clerk's Report: The Clerk reviewed the August 31, 2019 trial balance with the board and reported that City of Huntington Beach staff agreed to reimburse the District for an erroneous overcharge on their annual bill.

Review and Possible Adoption of Resolution No. 2019-09-01 to Approve the 2019-20 County of Orange Special District Budget, Reserves, and Investment Policies: Clerk Montana presented the Orange County Auditor-Controller 2019-20 Special District Budget in the amount of 1,854,632. After review and discussion, as well as a review of current Reserve and Investment Policies, a motion was made and carried as follows:

**MOTION:** Treasurer Hartmann moved to approve the Orange County Auditor-Controller 2019-20 Special District Budget in the amount of \$1,854,632, and Reserve and Investment Policies as presented. Director Regnier seconded and the motion passed unanimously.

Superintendent's Report: See attached

**Sunset Beach Sanitary District  
Minutes of the September 12<sup>th</sup>, 2019  
General Meeting of the Board**

Engineer's Report: See attached. Per recommendation by Engineer Dawes, the following motions were made and carried:

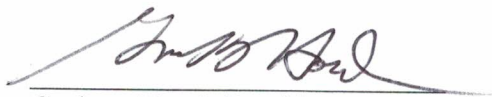
**MOTION:** Director Regnier moved to authorize the District Engineer to issue a letter accepting the Bali Proposal dated August 21, 2019 for Investigative Work Related to Sewer Siphon Replacement (see attached). Director Hartmann seconded and the motion passed unanimously.

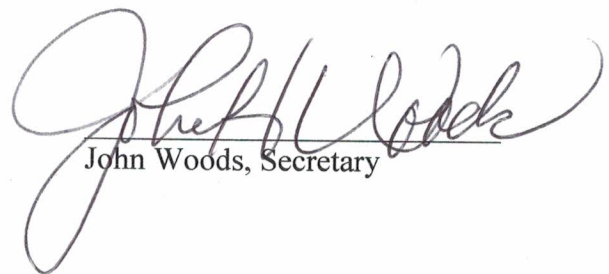
**MOTION:** Director Regnier moved to authorize the District Engineer to issue a letter Accepting the Coastal Resources Management Proposal dated September 4<sup>th</sup>, 2019 (see attached). Director Hartmann seconded and the motion passed unanimously.

**MOTION:** Director Regnier moved to authorize the District Engineer to prepare a work scope for a mapping system and seek proposals. Director Hartmann seconded and the motion passed unanimously.

New Business/Board Member Items: - None.

Adjournment: There being no new business to come before the Board, Secretary Woods moved to adjourn the regular meeting at 7:52 p.m., Director Hartmann seconded, and the meeting was unanimously adjourned.

  
Graham Hoad, President

  
John Woods, Secretary



# Sunset Beach Sanitary District

Of Orange County

P.O. Box 1185

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Superintendent's Report

Board Meeting

September 12, 2019

1. Review Flow reports. **(Staff)**
2. TV'ing of South end of "C" Row completed. Inspected a total of 14 laterals, found 12 that have to be replaced. The Two (2) serviceable laterals were replaced a couple of years ago when they didn't pass our inspection requirements during new/remodel construction. **(Staff, Pipe-Tec, Performance Pipeline)**
3. Maintenance issues with Four (4) "Smart Cover" locations. Repaired, replaced faulty equipment. Cost covered by maintenance contract. **(Staff, Smart Covers)**.
4. Monthly Training conducted this month:
  - a. Ergonomics
  - b. Computer Training - District Web Sites - Alarm Notifications and Acknowledgement - Mission Communications-Hydronex (Smart Covers)
5. Meeting with Seal Beach. Tom and myself met with city officials in reference to permitting issues. Tom will give a full report to Board. **(Staff)**

6. Met with contractor regarding Surfside "C" Row Project. All on the same page, project should start around middle of October. **(Staff)**
7. Staff is preparing a "Flat Roof Drain Survey. I will present the results at the October Board Meeting.
8. All updates to this report will be presented at the Board Meeting.



# MEMORANDUM

September 6<sup>th</sup>, 2019

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

From: Tom Dawes

SUBJECT: Engineer's Report for the September 12<sup>th</sup>, 2019 Regular Board Meeting.

## **1. Actions Re. I & I in District Sewers and Private Sewer Laterals.**

### **A. 'C' Row Lateral Replacement in Surfside Colony.**

The Superintendent TV'd 16 laterals in the project area and 14 were bad (two had been replaced and were good). I mention this because it's the same condition we found a couple of years ago when we did a similar project. We can probably assume that nearly all the laterals in Surfside Colony and most in Sunset Beach that were installed in 1935 are bad.

### **B. Smoke Testing.**

Costa Mesa Sanitary District (CMSD) has awarded a contract to ADS to smoke test certain areas they serve. There is a 'kick-off' meeting on Wednesday, September 11<sup>th</sup> which CMSD has graciously invited me to attend to learn more about the process. I'll give you a report on what I learn at the meeting.

### **C. District-wide I & I program.**

There are really 4 broad ways we can tackle our District wide Inflow and Infiltration program. They are briefly discussed below:

1. Existing Ordinance with Minor Revisions. Our Ordinance requires lateral replacement when new permits, for new construction or remodeling over \$100,000, are issued. The biggest problem is getting the Cities to require a permit from us be issued prior to issuing there permit. The ordinance could be revised to require proof of no surface water connections.
2. Revise our Ordinance to include a Point of Sale Requirement. Keep the permit conditions in No.1, above, and add a requirement that laterals be replaced and lots checked for surface water connections before a property title can transfer.
3. District wide Inflow and Infiltration Program. Hire outside help to run a 'lateral launch' camera inspection of every lateral and smoke test the entire system. Force those who have broken laterals or surface water connections to fix them as a condition of continued sewer service.
4. Take over the Private Sewer Laterals. Most of the private sewer laterals were installed by the District in 1935 as part of the main line construction. Throughout the District, most are probably in poor condition. Some Cities own the laterals possibly because they are city streets; that's not the case in SBSB. We don't own the streets (or even an easement). As part of our work, we could test each parcel for surface water connections. This work would cost \$5-8 million dollars and require raising fees.

D. Revisions to our Sewer Ordinance.

After I receive direction from the Board, I'll draft changes to our Ordinance.

**2. City of Seal Beach.**

Director Regnier met with the City Manager and paved the way for the Superintendent and me to meet with the new Community Services Director. The meeting went well. SB will set up a 'zone' of the area in the city served by SBSB and require issuance of a permit by us prior to issuing their building permits. Later they may collect fees for us.

**3. Status of Broadway Sewer Siphon Replacement Project.**

A. Hiring a General Contractor to do the Investigation.

In your packet is a copy of a proposal from Bali Construction of South El Monte dated August 21, 2019 to do the work (I'm working with the San Diego Office). The proposal follows the rates and mark-up I discussed with you last month:

1. All Employees will be paid Prevailing Wage Rates plus 20 % profit (Note: we must by law pay PWR).
2. Management Employees will be paid actual wages plus 20% profit.
3. Insurance, Bonds, and permit charges at cost.
4. Equipment at local Caltrans rated plus 15% profit.
5. Subcontractor work at cost plus 5% profit (traffic control, diving, specialty).

Mr. Tom Bensfield of Bali will manage the work. I know the company owners and Mr. Bensfield and I have the highest regard for them.

The work will be done by dredging and divers. It's tentatively scheduled for the last week of October or the first week of November, depending, on many events (obstacles) that must yet be overcome. There is no certain outcome. I'll have a better schedule at the October Board meeting.

Previously I sent you District's Counsel's opinion that because this is not a public works contract; it does need to be bid.

Costs are hard to estimate because we don't know what we will find, but it should be in the general area of \$125,000 if all goes well. If we have to put in the coffer dams, it would double.

**RECOMMENDATION: Authorize the District Engineer to issue a letter Accepting the Bali Proposal dated August 21, 2019.**

B. Hiring a Marine Botanist to Survey the Work Area.

The directors will recall that we had to hire a firm to dive on the site and search for and record findings of Eelgrass, Caulerpa and other critters at a cost about \$12,000. That dive and report of findings was a requirement of the RWQCB, the CCC, and the C of E.

Now we must conduct surveys before we do the investigation; be monitored while we do the investigation; and again survey 30-days after we do the investigation. There are many other things we must do also. The survey work we now must do is more extensive than that we did to get the permits.



I asked the firm we previously used for a quote and it was \$76,000. I refined the scope and asked for a new quote and it was \$48,000. I then asked the RQWCB, the C of E, and the CCC if they could give me names of other firms that do this work, only the CCC helped. (I got the name of the original firm we used from HB).

I solicited a new proposal from Coastal Resources Management of Long Beach and received a proposal dated September 4<sup>th</sup>, 2019 in the amount of \$5,147.15. The proposal is based on doing the investigation in one week; and some other assumptions I discussed, so there is a small chance other work may be required.

**RECOMMENDATION: Authorize the District Engineer to issue a letter Accepting the Coastal Resources Management Proposal dated September 4<sup>th</sup>, 2019.**

C. Permit Status.

With the exception of the City of Huntington Beach, we have all necessary permits. Because we are not going to close lanes on Broadway, we don't need to use our Caltrans approved traffic plan, to which you will recall HB made changes. I prepared a new plan which directs pedestrian traffic to the south side of the bridge, and places a sight-blocking fence at the base of the bridge sidewalk between PCH and Bayview Drive.. The plan temporarily blocks parking in front of Captain Jacks and Mr. Norek's house. I'll review the plan with you at the meeting.

HB is reviewing the new plan and will require the District to take out an encroachment permit because of it.

D. Utility Search.

Completed. When we are doing the work, I plan to do some potholing to verify depths and locations.

**4. Sewer System Management Plan.**

Our SSMP is required by a 2006 order of the State Water Resources Control Board. It must cover the topics they specify, and in the order they specify. It must be updated every 5 years (due this fall), and an audit done every 2 years.

For the last 3 or 4 years, the order has been under revision, with a new draft order due out for comment about every 6 months. Now it's expected in early 2020.

I mention all this because revising the SSMP is a somewhat big job as compared to an audit. It seems burdensome to me to do a full revision when a draft new order is promised a few months later.

I'll go over a May 2019 presentation made by the SWRCB on the new order with you that I just received and seek direction. I recommend we do a 'super' audit, and not a revision until next year.

**RECOMMENDATION: Provide Direction to the District Engineer.**

**5. New District Mapping.**

No matter what we do to reduce I & I, we need a good electronic mapping system. We need to keep track of our activities in a manner that allows us to pass the information to others. A good system will cost about \$50,000.

**RECOMMENDATION: Authorize the District Engineer to prepare a work scope for a mapping system and seek proposals.**