

# Surfside Colony Storm Water Protection District

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## Minutes of the September 26th, 2022 General Meeting of the Board of Trustees Surfside Office – B89 - 7:00 p.m.

**Trustees Present:** President V. John Kriss, Don Karich, Dave Chamberlain, and Linda Garofalo.

**Trustees Absent:** Hank Viets and Dave Chamberlain.

**Staff Present:** Chris Montana, Clerk.

**Community:** Paul Mesmer, Gayle Mueller-Winnen, Rudy Lalonde, and Tara Amundson of Surfside Community Services District.

President Kriss called the meeting to order at 7:45 p.m.

Community Input: None.

Review and Possible Approval of the August 15th, 2022 General Board Meeting Minutes: After Board members reviewed the Minutes of the August 15th, 2022 General Meeting of the Board, Trustee Karich moved for approval, Secretary Garofalo seconded, and the motion passed unanimously.

Review and Possible Approval and Funding of Surfside Colony, Ltd. Street Drainage and Additional Drainage Project – Section 1 in an amount NTE \$241,344: Clerk Montana distributed Project Approval template and bid detail backup for the A-Row Street Drainage and Additional Drainage Project, Sections 1A and 1B, for a total amount not-to-exceed \$241,344 per final budget adopted on August 15, 2022. After review and discussion, a motion was made and carried as follows:

**MOTION:** Secretary Garofalo moved to approve the A-Row Street Drainage and Additional Drainage Project, Sections 1A and 1B, in an amount not-to-exceed \$241,344. Director Lalonde seconded and the motion passed unanimously.

Review and Possible Approval of Current Bills Presented: Clerk Montana presented check #'s 1478-81 for a total amount of \$61,593.50, consisting of \$8,642.00 for the August 2022 Drainage and Erosion billing, \$2,995.20 for general and administrative expenses, and \$49,956.30 for

**Surfside Colony Storm Water Protection District  
Minutes of the September 26th, 2022  
General Meeting of the Board**

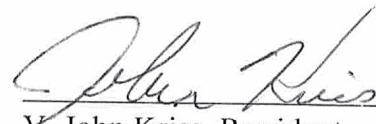
Project Cost Reimbursement. After review and discussion, checks were approved and signed as presented.

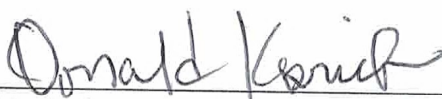
Clerk's Report, Fund Balance and Review of Trial Balance: Clerk Montana reported the fund balance as of September 26th, 2022, after payment of the above expenses, to be \$286,246 and reviewed the current month's trial balance with the Board.

Clerk Montana distributed the 2021 audited financial statements indicating an unqualified opinion (the best opinion available), indicating that the district's financial statements were fairly presented without any identified exceptions. Clerk Montana also distributed a draft of a Records Retention Policy for Board review and possible adoption. The Board unanimously agreed to table approval until next month's meeting to allow for more time to review.

Sand Replenishment Project Update: President Kriss reported on the Stage 13 Beach Erosion Control press conference held last month and the resulting newspaper articles. President Kriss also discussed the recent meeting in Surfside between four USACE representatives and local representatives including the Mayor of Seal Beach. Draft contracts have been received indicating that the District's cost share of the \$23M project, to be \$52,124. In the past, the District contracted directly with the County. Current draft agreements would require local governments to contract directly with the State. The District will place a proposal from legal counsel to review the contract on next month's agenda.

Adjournment: There being no further business, Trustee Karich moved to adjourn, and to schedule the next monthly Board meeting for October 17th, 2022. Secretary Garofalo seconded, and the meeting was unanimously adjourned at 7:44.

  
\_\_\_\_\_  
John Kriss, President

  
\_\_\_\_\_  
Linda Garofalo, Secretary  
Don Karich

# Surfside Colony Storm Water Protection District

## Initial Project Approval Template

**Project Title:** A Row Street Drainage Project - Sections 1A & 1B

**Date:** 09/26/2022

**Description of Proposed Project and Purpose:**

A Row Street Drainage - Remove existing driveways, flowlines and aprons in street from A108 to A118 (Section 1A) and from A92 to A107 (Section 1B) and replace with 6" 4000# concrete for increased drainage and durability. Includes installation of new storm drain, catch basins, and flowline.

**Amount of Funding Requested:**       \$   376,316 (\$188,158 street drainage, \$188,158 add'l drainage)  
**Amount Approved in Budget**         \$   241,344

**Proposed Timeline:**

Commencement:                           Sept. 7, 2022  
Completion:                                Nov. 18, 2022

**List of Contractors Required by Type:**

Cement Masonry

**Description of Project Management:**

Project to be managed by Coultrup Consultants, Inc. on a time and materials basis.

**Permits, Insurance, and Other Requirements (Please provide document copies when available):**

Contractor must be registered with the Dept. of Industrial Relations, licensed and insured. Prevailing wages to be paid.  
Project will be registered with the Dept. of Industrial Relations when awarded.  
No City permits are required for the private street.

**Impacts on Traffic and Handicap Access:**

Efforts will be made to ensure that traffic is redirected and that communications are made to affected residents. Handicap access will be made available.

**Is Project Over \$1,500, requiring Public Advertising for Bids?**

Yes.

# Surfside Colony Storm Water Protection District

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**Project Title:** A Row Street Drainage Project - Sections 1A & 1B      **Date:** 09/26/2022

**Planned Bid Advertisement and Award Dates (Please provide copy of Notice and Accepted Bid when available)**

Advertisement: Jul-22  
 Opening & Acceptance: Aug-22

**Total Project Cost Estimate and Allocation**

	<u>SWP</u>	<u>CSD</u>	<u>SS Ltd</u>	<u>Total</u>
Cement Contractor - (break down per bid category)	\$ 241,344	\$ 392,656	\$ 391,935	\$ 1,025,935
Management Expense				
Other				
<b>Totals</b>	<u>\$ 241,344</u>	<u>\$ 392,656</u>	<u>\$ 391,935</u>	<u>\$ 1,025,935</u>

**Est. Billing Timeline (Best Guess)**

	<u>Jul</u>	<u>Aug</u>	<u>Sept</u>	<u>Oct</u>	<u>Nov</u>	<u>Dec</u>	<u>Jan</u>	<u>Feb</u>	<u>Mar</u>	<u>Apr</u>	<u>May</u>	<u>Jun</u>	<u>Total</u>
Contractor Invoices			50,000	100,000									241,344
Management Invoices													-
Other													-
<b>Totals</b>	<u>-</u>	<u>-</u>	<u>50,000</u>	<u>100,000</u>	<u>91,344</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>241,344</u>

**District Approval/Denial and Justification:**