SEASIDE COUNTY SANITATION DISTRICT

440 HARCOURT AVENUE SEASIDE, CA 93955

REGULAR MEETING
BOARD OF DIRECTORS
Tuesday, March 11, 2025, 9:30 AM
CITY OF SEASIDE COUNCIL CHAMBER

BOARD MEMBERS

John Uy
Chair
City of Del Rey Oaks
650 Canyon Del Rey
Del Rey Oaks, CA 93940
(831) 394-8511

Ian N. Oglesby
First Vice Chair
City of Seaside
440 Harcourt Ave
Seaside, CA 93955
(831) 899-6825

Jerry Blackwelder
Second Vice Chair
City of Sand City
1 Pendergrass Way
Sand City, CA 93955
(831) 394-3054

DISTRICT STAFF

Daniel Meewis
Acting District Manager
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6701

Thomas M. Korman
District Engineer
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6884

Reed W. Gallogly
Legal Counsel
County Counsel
168 West Alisal Street
Third Floor
Salinas, CA 93901
(831) 755-5266

Dominique L. Davis
District Clerk
440 Harcourt Avenue
Seaside, CA 93955
(831) 899-6707

To view or participate in this meeting: Using the Zoom application on your smart phone, laptop, tablet or desktop and click on this link: https://ci-seaside-ca-us.zoom.us/j/88922218260
WEBINAR ID: 889 2221 8260

To listen or participate by phone: Please call (669) 900-9128
Enter the **WEBINAR ID: 889 2221 8260** when prompted. There is no participate code – press the pound sign # after the recording prompts you.

1. CALL TO ORDER

2. ROLL CALL - SANITATION DISTRICT BOARD OF DIRECTORS

John Uy	Chair
Ian N. Oglesby	First Vice Chair
Jerry Blackwelder	Second Vice Chair

3. REVIEW OF AGENDA

If there are any items that arose after the 72-hour posting deadline, this is the point in the meeting where a vote may be taken to add the item to the agenda. (A 2/3-majority vote is required).

4. PUBLIC COMMENT

Members of the public wishing to address the Seaside County Sanitation District on matters within the jurisdiction of the Board, but not on this agenda, may do so during Public Comment period for up to two minutes. Public Comments on specific agenda items are heard under that item. For the public record, please state your name.

5. CONSENT AGENDA

A. APPROVE MINUTES FROM FEBRUARY 11, 2025, REGULAR MEETING

B. **RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR FEBRUARY 2025**

PURPOSE: Receive Seaside County Sanitation District operations report for February 2025.

RECOMMENDATION: Accept reports. This item is presented for information only.

C. **ACCEPT AND FILE THE FISCAL YEAR ENDING JUNE 30, 2024 ANNUAL FINANCIAL REPORT FOR THE SEASIDE COUNTY SANITATION DISTRICT**

RECOMMENDATION: Receive and accept the June 30, 2024 Annual Financial Report for the Seaside County Sanitation District.

D. **ADOPT A RESOLUTION APPROVING A CHANGE ORDER IN THE AMOUNT OF $15,788.50 TO THE CONSTRUCTION AGREEMENT WITH MONTEREY PENINSULA ENGINEERING FOR ADDITIONAL WORK ON THE BROADWAY AVENUE TERRACE STREET SEWER MAIN REPAIR PROJECT**

PURPOSE: Consider approving a change order for additional work by Monterey Peninsula Engineering in the amount of $15,788.50 for the Broadway Avenue Terrace Street Sewer Main Repair Project.

RECOMMENDATION: Adopt a resolution authorizing the District Manager to execute a construction change order with Monterey Peninsula Engineering for an amount not to exceed $15,788.50 for additional work for the Broadway Avenue Terrace Street Sewer Main Repair Project.

6. NEW BUSINESS

A. **PROVIDE DIRECTION TO STAFF REGARDING CITY OF SEASIDE'S REQUEST TO AMEND SCSD'S CODE TO PROVIDE FOR WEIGHTED VOTING**

PURPOSE: Discuss request from City of Seaside to draft an ordinance revising Titles 2, Section 2.05.040 Paragraph B of the Seaside County Sanitation District

(SCSD) Code to provide for a weighted vote at the request of any member.

RECOMMENDATION: Provide direction to staff.

7. STAFF REPORTS

Staff reports include items for which verbal reports/presentations will be provided. If a specific Seaside County Sanitation District presentation is planned, it will be listed and information included with the Agenda. Brief oral reports may be provided for items arising after the Agenda was prepared. The Board may wish to ask questions or discuss a staff report, but no action is appropriate other than referral to staff, or request that a matter be set as a future Agenda item.

8. BOARD MEMBERS COMMENTS

9. ADJOURNMENT

Next Regularly Scheduled Meeting:
April 8, 2025
9:30 a.m.

In compliance with the Americans with Disabilities Act (ADA), the Seaside County Sanitation District (SCSD) does not discriminate against persons with disabilities. Any person with a disability who requires a modification or accommodation to be able to participate in this meeting is asked to contact the office of the District Clerk at cityclerk@ci.seaside.ca.us 831-899-6707, no fewer than two business days prior to the meeting to allow for reasonable arrangements. This agenda is posted in compliance with Pursuant to Governor Newsom's Executive Orders N-29-20 and N-33-20 Agenda related writings or documents provided to the Board are available for public inspection during the meeting or may be requested from the office of the District Clerk.

DRAFT MINUTES

SEASIDE COUNTY SANITATION DISTRICT
Tuesday, February 11, 2025 9:30 AM
REGULAR MEETING
Seaside Council Chamber

1. CALL TO ORDER

Chair Blackwelder called the meeting to order at 9:34 a.m.

2. ROLL CALL - SANITATION DISTRICT

Present: Blackwelder, Oglesby, Uy
Absent: None

3. REVIEW OF AGENDA

None

4. PUBLIC COMMENT

None

5. NEW BUSINESS

A. ELECTION OF OFFICERS FOR 2025

On motion by Second Vice Chair Oglesby and seconded by First Vice Chair Uy and carried by the following vote, the Seaside County Sanitation District moved to appoint Board Member Uy as Chair, Board Member Oglesby as First Vice Chair and Board Member Blackwelder as Second Vice Chair.

RESULT: 3-0-0-0
AYES: Blackwelder, Oglesby, Uy
NOES: None
ABSTAIN: None
ABSENT: None

B. PROVIDE DIRECTION TO STAFF TO DRAFT AN ORDINANCE TO MAKE CHANGES TO THE SEASIDE COUNTY SANITATION DISTRICT CODE TITLE 1, TITLE 4, AND TITLE 5

Associate Civil Engineer, Patrick Grogan, presented item. Mr. Grogan explained the modifications that were made to the SCSD code. There were questions by Board Members that were answered by staff. Chair Uy open public comment. Michael requested definition on hotel which was defined by Patrick. Second Vice Chair Blackwelder requested a meeting with staff and Sand City, City Manager Vibeke Norgaard. Board Members requested item to be back next month March 11, 2025.

On motion by First Vice Chair Oglesby and seconded by Second Vice Chair

Blackwelder, direction was provided to staff.

RESULT: 3-0-0-0
AYES: Blackwelder, Oglesby, Uy
NOES: None
ABSTAIN: None
ABSENT: None

C. RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR JANUARY 2025

Associate Civil Engineer, Patrick Grogan, presented item. Mr. Grogan gave an update. Chair Uy opened public comment, seeing none, public comment was closed.

RESULT: Received Report

6. CONSENT AGENDA

None

7. STAFF REPORTS

Associate Civil Engineer, Patrick Grogan, gave an update on PD flood.

8. BOARD MEMBERS COMMENTS

Second Vice Chair Blackwelder, requested meetings be recoded moving forward. Chair Uy thanked staff.

9. ADJOURNMENT

Meeting was adjourned at 9:54 a.m.

Respectfully Submitted,

Dominique L. Davis, District Clerk

John Uy, Chair

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.B.**
STAFF REPORT

TO: Seaside County Sanitation District

FROM: Daniel Meewis, Interim District Manager

BY: Thomas Korman, Public Works Director/City Engineer
Patrick Grogan, Associate Engineer

DATE: March 11, 2025

SUBJECT: **RECEIVE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT FOR FEBRUARY 2025**

PURPOSE

Receive Seaside County Sanitation District operations report for February 2025.

RECOMMENDATION

Accept reports. This item is presented for information only.

BACKGROUND

ATTACHED IS THE SEASIDE COUNTY SANITATION DISTRICT OPERATIONS REPORT AND FLUSH MAP FOR FEBRUARY 2025.

FISCAL IMPACT

THERE IS NO FISCAL IMPACT ASSOCIATED WITH THIS ITEM.

ATTACHMENTS

1. Monthly Sanitation Report February_24-25
2. Flush_map_February_2024-2025

Seaside County Sanitation District
Operations Report

Fiscal Year 2023/2024 Month of February

	Del Rey Oaks (42,240)		Sand City (26,400)		Seaside (316,800)		District Totals (385,440 ft.)	
	Month	YTD	Month	YTD	Month	YTD	Month	YTD
Maintenance								
Mainline Rodded	0	0	0	0	0	0	0	0
Main Line Jetted	16,339	32,129	277	16,008	14,117	302,193	30,733	350,330
Main Line Video	207	586	0	0	329	7,590	536	8,176
Main Lines Treated for Grease Control (Jet Power II)	262	3,050	277	2,216	6	44,266	545	49,532
Mainline Root Treatment	207	207	0	0	359	7,059	566	8,252
Stoppages & Overflows								
Main Line	0	0	0	0	0	1	0	1
Laterals	0	0	0	0	0	1	0	1
SSO's	0	0	0	0	1	2	1	2

Sewer Repairs

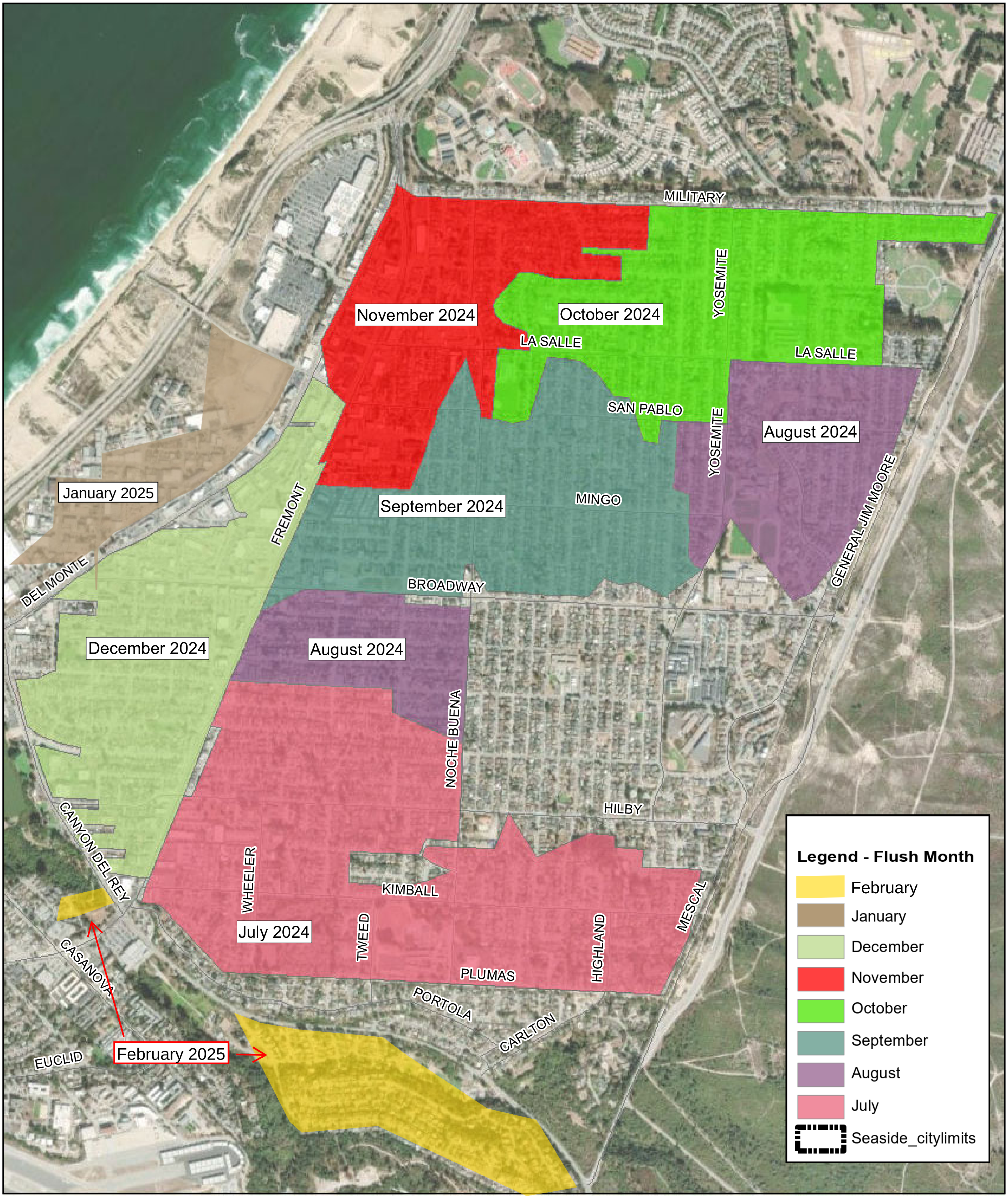
Sewer Video (Outside of regular maintenance work)
None

Stoppage Locations

Del Rey Oaks	Sand City	Seaside
None	None	None

Overflow/SSO Locations

Del Rey Oaks	Sand City	Seaside
None	None	None



0 1,250 2,500 Feet

Source: SCSD, AMBAG

SEASIDE COUNTY SANITATION DISTRICT

Flush Map: 2024-2025

Exhibit

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.C.**

STAFF REPORT

TO: Seaside County Sanitation District

FROM: Daniel Meewis, Interim District Manager

BY: Jessica Riley, Finance Director

DATE: March 11, 2025

SUBJECT: **ACCEPT AND FILE THE FISCAL YEAR ENDING JUNE 30, 2024 ANNUAL FINANCIAL REPORT FOR THE SEASIDE COUNTY SANITATION DISTRICT**

PURPOSE

RECOMMENDATION

Receive and accept the June 30, 2024 Annual Financial Report for the Seaside County Sanitation District.

BACKGROUND

The Seaside County Sanitation District's Annual Financial Report for the year ending June 30, 2024 is complete and audited. The auditors have given the City a clean opinion on the financial statements.

A copy of the District's report is attached to this agenda item.

The firm of Maze and Associates, from Pleasant Hill, California performed the District's audit for the year ending June 20, 2024.

FISCAL IMPACT

The cost of the annual audit is included in the annual budget.

ATTACHMENTS

1. SCSD FY24-RC Signed
2. SCSD FY24-BFS Signed

Reviewed for Submission to the
Board by:

Craig Malin, Interim District Manager

SEASIDE COUNTY SANITATION DISTRICT

REQUIRED COMMUNICATIONS

FOR THE YEAR ENDED
JUNE 30, 2024

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SEASIDE COUNTY SANITATION DISTRICT

REQUIRED COMMUNICATIONS

For the Year Ended June 30, 2024

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REQUIRED COMMUNICATIONS

Board of Directors
Seaside County Sanitation District
Seaside, California

We have audited the basic financial statements of the Seaside County Sanitation District (SCSD) for the year ended June 30, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated February 6, 2024. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Accounting Policies - Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by SCSD are described in Note 1 to the financial statements. No new accounting policies were adopted, and the application of existing policies was not changed during the year, except as follows:

GASB 99 – *Omnibus 2022, paragraphs 4-10*
GASB 100 – *Accounting for Changes and Error Corrections*

The pronouncements above did not have a material effect on the financial statements.

Unusual Transactions, Controversial or Emerging Areas - We noted no transactions entered into by SCSD during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting Estimates - Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting SCSD's financial statements were:

- *Estimated Fair Value of Investments:* As of June 30, 2024, SCSD held approximately $6.9 million of cash and investments as measured by fair value as disclosed in Note 2 to the financial statements. Fair value is essentially market pricing in effect as of June 30, 2024. These fair values are not required to be adjusted for changes in general market conditions occurring subsequent to June 30, 2024.

- *Estimate of Depreciation:* Management's estimate of the depreciation is based on useful lives determined by management. These lives have been determined by management based on the expected useful life of assets as disclosed in Note 1E to the financial statements. We evaluated the key factors and assumptions used to develop the depreciation estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole.

Disclosures - The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We did not propose any audit adjustments that, in our judgment, could have a significant effect, either individually or in the aggregate, on SCSD's financial reporting process.

Professional standards require us to accumulate all known and likely uncorrected misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. We have no such misstatements to report to the Commission.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in a management representation letter dated January 6, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves the application of an accounting principle to SCSD's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as SCSD's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information that accompanies and supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the required supplementary information and do not express an opinion or provide any assurance on the required supplementary information.

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This information is intended solely for the use of the Board and management and is not intended to be, and should not be, used by anyone other than these specified parties.

Maze & Associates

Pleasant Hill, California
January 6, 2025

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SEASIDE COUNTY SANITATION DISTRICT

FINANCIAL STATEMENTS

YEAR ENDED JUNE 30, 2024

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SEASIDE COUNTY SANITATION DISTRICT
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MAZE
& ASSOCIATES

INDEPENDENT AUDITOR'S REPORT

Board of Directors
Seaside County Sanitation District
Seaside, California

Report on the Audit of the Financial Statements

Opinion

We have audited the accompanying financial statements of the Seaside County Sanitation District (District), California, as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of June 30, 2024, and the changes in financial position and its cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards,* issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the District and to meet our other ethical responsibilities, in accordance with the relevant ethical requirement relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Accountancy Corporation
3478 Buskirk Avenue, Suite 217
Pleasant Hill, CA 94523

T 925.228.2800
E maze@mazeassociates.com
W mazeassociates.com

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.

- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.

- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

  We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis as listed in the Table of Contents be presented to supplement the basic financial statements. Such information is the responsibility of management and, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Reporting Required by Government Auditing Standards

In accordance with *Government Auditing Standards*, we have also issued our report dated January 6, 2025, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.

Maze & Associates

Pleasant Hill, California
January 6, 2025

MANAGEMENT’S DISCUSSION AND ANALYSIS

MANAGEMENT’S DISCUSSION AND ANALYSIS

As management of the Seaside County Sanitation District (District), we offer readers of the District’s financial statements this discussion and analysis of the financial activities of the District for the fiscal year ended June 30, 2024. Please read this overview in conjunction with the basic financial statements and accompanying notes to those financial statements.

FINANCIAL HIGHLIGHTS

- The District's assets exceeded liabilities as of June 30, 2024 by $19.9 million, an increase of $2.3 million.
- Total District revenues were $4.3 million in fiscal year 2023-2024.
- Total District expenses were $2.0 million in fiscal year 2023-2024.

OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the District's Basic Financial Statements. The statement of net position, the statement of revenues, expenses, and changes in net position, and the statement of cash flows provide information about the activities of the District. The financial statements also include various footnote disclosures, which further describe the District activities.

During the fiscal year ended June 30, 2024, net position increased by $2.3 million, mostly attributable to the District's charges for services revenue that continues to support the District's goal of long-term financial health. The District has increased its charges for service in order to fund significant capital renovations that are needed to bring the sewer system up-to-date. Additionally, District property taxes increased $48 thousand or 7.5% on a year over year basis.

A portion of the District's net position, $13.7 million, reflects its investment in capital assets such as infrastructure, machinery, vehicles, and equipment, minus any related outstanding debt. Capital Assets represent a significant portion of net position, $13.7 million or 69%. The District's cash and investments are $6.2 million, representing 31% of total net position.

Table 1
Statement of Net Position

	2024	2023
Current and Other Assets	$ 6,236,844	$ 3,520,700
Capital Assets	13,694,460	14,071,093
Total Assets	19,931,304	17,591,793
Current Liabilities	100,335	56,067
Long-Term Liabilities	-	-
Total Liabilities	100,335	56,067
Net Investment in Capital Assets	13,694,460	14,071,093
Restricted - Capital Projects		
Unrestricted	6,136,509	3,464,633
Total Net Position	$ 19,830,969	$ 17,535,726

For the fiscal year ended June 30, 2024, revenue increased by $1.4 million while expenses increased by $246 thousand.

Table 2
Statement of Revenues, Expenses, and Changes in Net Position

	2024	2023
Revenues:		
Program Revenues:		
Charges for Services	$ 3,583,489	$ 2,230,464
General Revenues:		
Property Tax	688,075	640,022
Investment Earnings	51,862	47,590
Other Revenues		
Total Revenues	4,323,426	2,918,076
Expenses:		
Sanitation	2,028,183	1,782,618
CHANGE IN NET POSITION	2,295,243	1,135,458
Net Position - July 1	17,535,726	16,400,268
NET POSITION - JUNE 30	19,830,969	17,535,726

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

The capital assets of the District are those assets, which are used in the performance of the District's functions, including infrastructure assets.

As of June 30, 2024, the District's investment in capital assets amounted to $13.7 million (net of accumulated depreciation). This investment in capital assets includes land, building and improvements, equipment, and construction in progress.

The table below provides a comparison of the District's capital assets for the current and prior years. Net Capital Assets have decreased due to the amount of depreciation of existing Capital Assets outpacing the increase in the amount of New Capital Assets put into service.

Table 3
Capital Assets, Net of Accumulated Depreciation

	2024	2023
Intangible	$ 164,066	$ 164,066
Construction in Progress	-	10,434
Equipment	21,595	109,886
Infrastructure	13,508,799	13,786,710
Total	$ 13,694,460	$ 14,071,096

For additional information on capital assets, see Note 3.

Long-Term Obligations

At June 30, 2024, the District's total long-term obligations were $0. The long-term obligations of the district matured at June 30, 2022. The prior year long-term obligations were for the lease of vehicles.

REQUESTS FOR INFORMATION

The financial report is designed to provide a general overview of the District's finances for all those with interest in them. Questions concerning any of the information provided in this report or requests for additional information, contact the Finance Director at 440 Harcourt Avenue, Seaside, California 93955, phone (813) 899-6716, or email at jriley@ci.seaside.ca.us.

SEASIDE COUNTY SANITATION DISTRICT

STATEMENT OF NET POSITION

June 30, 2024

ASSETS	
Current Assets:	
Cash and Investments	$ 4,804,911
User Fees Receivable	1,431,933
Total Current Assets	6,236,844
Non-Current Assets:	
Capital Assets:	
Nondepreciable	164,066
Depreciable, Net of Accumulated Depreciation	13,530,394
Total Net Capital Assets	13,694,460
Total Assets	19,931,304
LIABILITIES	
Current Liabilities:	
Accounts Payable	86,426
Interest Payable	1,371
Deposits from Others	12,538
Total Liabilities	100,335
NET POSITION	
Net Investment in Capital Assets	13,694,460
Unrestricted	6,136,509
Total Net Position	$ 19,830,969

See accompanying Notes to Basic Financial Statements.

SEASIDE COUNTY SANITATION DISTRICT

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

YEAR ENDED JUNE 30, 2024

OPERATING REVENUES	
Charges for Service	$ 3,583,489
OPERATING EXPENSES	
Contracted Salaries and Wages	584,551
Services and Supplies	1,063,072
Depreciation	380,560
Total Operating Expenses	2,028,183
OPERATING INCOME	1,555,306
NONOPERATING REVENUES (EXPENSES)	
Interest Income	51,862
Secured and Unsecured Property Taxes	688,075
Total nonoperating expenses	739,937
CHANGE IN NET POSITION	2,295,243
Net Position - Beginning of year	17,535,726
NET POSITION - END OF YEAR	$ 19,830,969

See accompanying Notes to Basic Financial Statements.

SEASIDE COUNTY SANITATION DISTRICT

STATEMENT OF CASH FLOWS

YEAR ENDED JUNE 30, 2024

CASH FLOWS FROM OPERATING ACTIVITIES:	
Receipts from Customers	$ 2,985,768
Payments for Contracted Salaries and Wages	(540,283)
Payments to Suppliers	(1,063,072)
Net Cash Provided by Operating Activities	1,382,413
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES:	
Property Taxes	688,075
Short-term Loan paid to City of Seaside	-
Net Cash Flows Provided by Noncapital Financing Activities	688,075
CASH FLOWS FROM CAPITAL AND RELATED FINANCING ACTIVITIES:	
Purchase of Capital Assets	(3,927)
Net Cash Flows Used for Capital and Related Financing Activities	(3,927)
CASH FLOWS FROM INVESTING ACTIVITIES	
Interest Income	51,862
NET DECREASE IN CASH AND CASH EQUIVALENTS	2,118,423
Cash and Cash Equivalents - Beginning of Year	2,686,488
CASH AND CASH EQUIVALENTS - END OF YEAR	$ 4,804,911

RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED BY OPERATING ACTIVITIES	
Operating Income	$ 1,555,306
Adjustments to Reconcile Operating Income to Net Cash Provided by Operating Activities:	
Depreciation	380,560
(Increase) Decrease in Assets:	
Receivables	(597,721)
(Increase) Decrease in Liabilities:	
Accounts Payable	48,624
Accrued Liabilities	(4,356)
Net Cash Provided by Operating Activities	$ 1,382,413

See accompanying Notes to Basic Financial Statements.

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NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements of the Seaside County Sanitation District (District) are prepared in accordance with accounting principles generally accepted in the United States of America. The District applies all relevant Governmental Accounting Standards Board (GASB) pronouncements.

A. Reporting Entity

The District is responsible for the transportation of sewage waste from residential and commercial buildings to a sewage treatment plant operated by the Monterey Regional Waste Pollution Control Agency. In addition, the District installs and maintains sewer lines and lift stations. The governing board consists of one appointed member each from the Cities of Del Rey Oaks, Sand City, and Seaside.

The District's basic financial statements include the operations of all organizations for which the Board of Directors exercises oversight responsibility. Oversight responsibility is demonstrated by financial interdependency, selection of the governing authority, designation of management, ability to significantly influence operations, and accountability of fiscal matters. No operations of other entities met the aforementioned oversight criteria for inclusion from the accompanying basic financial statements.

The District is reported as a custodial fund on the City of Seaside's (City) financial statements.

B. Basis of Presentation and Accounting

The accompanying financial statements of the District are prepared on the accrual basis method of accounting in accordance with accounting principles generally accepted in the United States of America as applicable to governmental units.

All activities of the District are accounted for within an enterprise fund. Enterprise funds are used to account for operations that are (a) financed and operated in a manner similar to private business enterprises where the intent of the governing body is that the cost (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

Operating revenues, such as charges for services, result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. *Nonoperating* revenues, such as subsidies and investment earnings, result from nonexchange transactions or ancillary activities.

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

B. Basis of Presentation and Accounting (Continued)

Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property and sales taxes, grants, entitlements and donations. In accordance with GASB No. 33, *Accounting and Reporting for Nonexchange Transactions*, revenue from property taxes is recognized in the fiscal year for which the taxes are levied and resources are available. Revenues from sales tax are recognized when the underlying transactions take place and the resources are available. Revenues from grants, entitlements, and donations are recognized in the fiscal year in which all eligible requirements have been satisfied and the resources are available.

C. Cash and Cash Equivalents

The District’s cash and investments are cash held by the County of Monterey (County) and the City of Seaside.

D. Receivables

Receivables consist of user fees and connections fee which are billed and collected by the County. The District believes its receivables are to be fully collectible and, accordingly, no allowance for doubtful accounts is required.

E. Capital Assets

Capital assets, which include intangible assets, construction in progress, infrastructure, vehicles, and equipment, are recorded at historical cost or estimated historical cost if actual historical cost is not available. Donated capital assets are recorded at estimated acquisition value at the date contributed. The District defines capital assets as assets with an initial individual cost of more than $25,000 for infrastructure and $5,000 for all other assets, and an estimated useful life in excess of one year.

Capital assets used in operations are depreciated or amortized (assets under capital leases) using the straight-line method of depreciation over the estimated useful lives as follows:

Vehicles and Equipment	5-15 Years
Infrastructure	50-75 Years

NOTE 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

F. Net Position

Net position comprises the various net earnings from operating and nonoperating revenues, expenses, and contributions of capital. Net position is classified in the following three components: Net investment in capital assets; restricted; and unrestricted net position. Net investment in capital assets, consists of all capital assets, net of accumulated depreciation and reduced by outstanding debt that is attributable to the acquisition, construction and improvement of those assets; debt related to unspent proceeds or other restricted cash and investments is excluded from the determination. Restricted net position consists of net position for which constraints are placed thereon by external parties, such as lenders, grantors, contributors, laws, regulations and enabling legislation, including self-imposed legal mandates. The District's restricted net position consists of monies set aside for future capital project outlays. Unrestricted net position consists of all other net position not included in the above categories.

When both restricted and unrestricted net positions are available, restricted resources are used only after the unrestricted resources are depleted.

G. Property Taxes

The District receives property taxes from the County, which has been assigned the responsibility for assessment, collection, and apportionment or property taxes for all taxing jurisdictions within the County. The District's property taxes are levied each July 1 on the assessed values as of the prior January 1 for all real and personal property located in the District. Property sold after the assessment date (January 1) is reassessed and the amount of supplemental property tax levied is prorated. Secured property taxes are due in two installments on November 1 and February 1 and are delinquent after December 10 and April 10, respectively. Property taxes on the unsecured roll are due on the January 1 lien date and become delinquent if unpaid by August 31.

H. Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 CASH AND INVESTMENTS

Cash and investments at June 30, 2024 consisted of the following:

Cash and Investments with the County of Monterey	$ 4,804,911
Total Cash and Investments	$ 4,804,911

Investments Authorized by California Government Code and the District's Investment Policy

The District's investment policy authorizes investment in all investments authorized under provisions of California Government Code Section 53601.

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to the changes in market interest rates.

Authorized Investment Type	Maturity (in Years) (12 Months or Less)
Monterey County Investment Pool	$ 4,804,911
Total	$ 4,804,911

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The credit rating and other information regarding the investments for the Monterey County pool are disclosed in the annual financial reports for the County.

	Rating as of Year End
Authorized Investment Type	Not Rated
Monterey County Investment Pool	$ 4,804,911
Total	$ 4,804,911

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that, in the event of the failure of the counterparty, (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the District investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision: The California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Districts deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits.

Fair Value Measurements

The District categorizes its fair value measurements within the fair value hierarchy established by accounting principles generally accepted in the United States of America. These principles recognize a three-tiered fair value hierarchy, as follows:

Level 1 Investments reflect prices quoted in active markets,

Level 2 Investments reflect prices that are based on a similar observable asset either directly or indirectly, which may include inputs in markets that are not considered to be active; and,

Level 3 Investments reflect prices based upon unobservable sources.

The District has no investments measured at fair value hierarchy as of June 30, 2024:

Investments measured at amortized cost:

Monterey County Investment Pool	$ 4,804,911
Total Pooled Investments	$ 4,804,911

NOTE 2 CASH AND INVESTMENTS (CONTINUED)

Investment in the Monterey County Investment Pool

The District is a voluntary participant in the County Investment Pool which is regulated by the California Government Code under the oversight of the County Treasurer. The fair value of the District's investment in this pool is reported in the accompanying financial statement at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire investment portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on accounting records maintained by the County Treasurer. The investment portfolio maintains a weighted average maturity of less than one year.

NOTE 3 CAPITAL ASSETS

Capital assets activity for the fiscal year ended June 30, 2024 was as follows:

	Balance July 1, 2023	Additions	Deletions /Adjustments	Transfers	Balance June 30, 2024
Nondepreciable Capital Assets					
Intangible Assets	$ 164,066	$ -	$ -	$ -	$ 164,066
Construction in Progress	10,434	7,388	-	(17,822)	-
Total Nondepreciable Capital Assets	174,500	7,388	-	(17,822)	164,066
Depreciable Capital Assets					
Intangible - Master Plan	340,028	-	-	-	340,028
Equipment and Vehicles	957,469	-	-	-	957,469
Infrastructure	19,657,833	-	-	17,822	19,675,655
Total Depreciable Capital Assets	20,955,330	-	-	17,822	20,973,152
Less Accumulated Depreciation:					
Intangible - Master Plan	(340,028)	-	-	-	(340,028)
Equipment and Vehicles	(847,583)	(84,830)	(3,461)	-	(935,874)
Infrastructure	(5,871,126)	(295,730)	-	-	(6,166,856)
Total Accumulated Depreciation	(7,058,737)	(380,560)	(3,461)	-	(7,442,758)
Net Depreciable Capital Assets	13,896,593	(380,560)	(3,461)	17,822	13,530,394
Net Capital Assets	$ 14,071,093	$ (373,172)	$ (3,461)	$ -	$ 13,694,460

NOTE 4 RISK MANAGEMENT

A. Liability, Workers' Compensation, and Purchased Insurance

1. Description of Self-Insurance Pool Pursuant to Joint Powers Agreement

The Seaside County Sanitation District is a member of the California Joint Powers Insurance Authority (Authority). The Authority is composed of 126 California public entities and is organized under a joint powers agreement pursuant to California Government Code §6500 et seq. The purpose of the Authority is to arrange and administer programs for the pooling of self-insured losses, to purchase excess insurance or reinsurance, and to arrange for group purchased insurance for property and other lines of coverage. The California JPIA began covering claims of its members in 1978. Each member government has an elected official as its representative on the Board of Directors. The Board operates through a nine-member Executive Committee.

B. Primary Self-Insurance Programs of the Authority

Each member pays an annual contribution at the beginning of the coverage period. A retrospective adjustment is then conducted annually thereafter, for coverage years 2012-13 and prior. Coverage years 2013-14 and forward are not subject to routine annual retrospective adjustment. The total funding requirement for primary self-insurance programs is based on an actuarial analysis. Costs are allocated to individual agencies based on payroll and claims history, relative to other members of the risk-sharing pool.

Primary Liability Program

Claims are pooled separately between police and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to $100,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from $100,000 to $500,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from $500,000 to $50 million, are distributed based on the outcome of cost allocation within the first and second loss layers.

The overall coverage limit for each member, including all layers of coverage, is $50 million per occurrence. Subsidence losses also have a $50 million per occurrence limit. The coverage structure is composed of a combination of pooled self-insurance, reinsurance, and excess insurance. Additional information concerning the coverage structure is available on the Authority's website: https://cjpia.org/coverage/risk-sharing-pools/.

NOTE 4 RISK MANAGEMENT (CONTINUED)

B. Primary Self-Insurance Programs of the Authority (Continued)

Primary Workers' Compensation Program

Claims are pooled separately between public safety (police and fire) and general government exposures. (1) The payroll of each member is evaluated relative to the payroll of other members. A variable credibility factor is determined for each member, which establishes the weight applied to payroll and the weight applied to losses within the formula. (2) The first layer of losses includes incurred costs up to $75,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the first layer. (3) The second layer of losses includes incurred costs from $75,000 to $200,000 for each occurrence and is evaluated as a percentage of the pool's total incurred costs within the second layer. (4) Incurred costs from $200,000 to statutory limits are distributed based on the outcome of cost allocation within the first and second loss layers.

For 2023-24 the Authority's pooled retention is $1 million per occurrence, with reinsurance to statutory limits under California Workers' Compensation Law. Employer's Liability losses are pooled among members to $1 million. Coverage from $1 million to $5 million is purchased through reinsurance policies, and Employer's Liability losses from $5 million to $10 million are pooled among members.

C. Purchased Insurance

Pollution Legal Liability Insurance

The Seaside County Sanitation District participates in the pollution legal liability insurance program which is available through the Authority. The policy covers sudden and gradual pollution of scheduled property, streets, and storm drains owned by the Seaside County Sanitation District. Coverage is on a claims-made basis. There is a $250,000 deductible. The Authority has an aggregate limit of $20 million.

Property Insurance

The Seaside County Sanitation District participates in the all-risk property protection program of the Authority. This insurance protection is underwritten by several insurance companies. Seaside County Sanitation District property is currently insured according to a schedule of covered property submitted by the Seaside County Sanitation District to the Authority. Seaside County Sanitation District property currently has all-risk property insurance protection in the amount of Non Participant. There is a $10,000 deductible per occurrence except for non-emergency vehicle insurance which has a $2,500 deductible.

NOTE 4 RISK MANAGEMENT (CONTINUED)

C. Purchased Insurance (Continued)

Earthquake and Flood Insurance

The Seaside County Sanitation District purchases earthquake and flood insurance on a portion of its property. The earthquake insurance is part of the property protection insurance program of the Authority. Seaside County Sanitation District property currently has earthquake protection in the amount of Non Participant. There is a deductible of 5% per unit of value with a minimum deductible of $100,000.

Crime Insurance

The Seaside County Sanitation District purchases crime insurance coverage in the amount of Non Participant with a Non Participant deductible. The fidelity coverage is provided through the Authority.

Special Event Tenant User Liability Insurance

The Seaside County Sanitation District further protects against liability damages by requiring tenant users of certain property to purchase low-cost tenant user liability insurance for certain activities on agency property. The insurance premium is paid by the tenant user and is paid to the Seaside County Sanitation District according to a schedule. The Seaside County Sanitation District then pays for the insurance. The insurance is facilitated by the Authority.

D. Adequacy of Protection

During the past three fiscal years, none of the above programs of protection experienced settlements or judgments that exceeded pooled or insured coverage. There were also no significant reductions in pooled or insured liability coverage in 2023-24.

NOTE 5 RELATED PARTY TRANSACTIONS

The City performs maintenance and administrative services for the District. In this regard, the City charged the district $584,551 for the fiscal year ended June 30, 2024.

OTHER REPORTS

INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
Seaside County Sanitation District
Seaside, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the Seaside County Sanitation District (District), as of and for the year ended June 30, 2024, and have issued our report thereon dated January 6, 2025.

Report on Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance that are required to be reported under *Government Auditing Standards*.

We have also issued a separate Memorandum on Internal Control dated January 6, 2025 which is an integral part of our audit and should be read in conjunction with this report.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Maze & Associates

Pleasant Hill, California
January 6, 2025

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 5.D.**

STAFF REPORT

TO: Seaside County Sanitation District

FROM: Daniel Meewis, Interim District Manager

BY: Thomas Korman, Public Works Director/City Engineer
Leslie Llantero, Assistant Engineer

DATE: March 11, 2025

SUBJECT: **ADOPT A RESOLUTION APPROVING A CHANGE ORDER IN THE AMOUNT OF $15,788.50 TO THE CONSTRUCTION AGREEMENT WITH MONTEREY PENINSULA ENGINEERING FOR ADDITIONAL WORK ON THE BROADWAY AVENUE TERRACE STREET SEWER MAIN REPAIR PROJECT**

PURPOSE

Consider approving a change order for additional work by Monterey Peninsula Engineering in the amount of $15,788.50 for the Broadway Avenue Terrace Street Sewer Main Repair Project.

RECOMMENDATION

Adopt a resolution authorizing the District Manager to execute a construction change order with Monterey Peninsula Engineering for an amount not to exceed $15,788.50 for additional work for the Broadway Avenue Terrace Street Sewer Main Repair Project.

BACKGROUND

The District crew discovered a damaged segment of the sanitary sewer main on Broadway Avenue near the intersection of Terrace Street. A video inspection of the 8-inch main revealed portions of the top and sides of the main are missing and need to be replaced.

On September 10, 2024, the District Board approved a construction agreement with Monterey Peninsula Engineering (MPE) to repair the sewer main on Broadway Avenue at Terrace Street for an amount not to exceed $44,000.00, including a 20% contingency for a total construction amount of $52,800.00.

District staff marked out the approximate location of the sewer main break and during the excavation by MPE it was discovered that the main break was approximately 10 to 15 feet closer to the intersection, which resulted in extra costs. The cost of the extra work for saw cutting, excavating, disposing of material, backfilling, and asphalt restoration for the additional trench totals $15,788.50. The contingency amount authorized for this project is not enough to cover the extra work and an additional amount of $7,000.00 is needed.

FISCAL IMPACT

There are sufficient funds in the Sewer Main Replacement account (953-8820-9215) to cover the additional costs of $7,000.00 needed for the extra work.

ATTACHMENTS

1. Resolution
2. Contract Change Order No. 1

Reviewed for Submission to the
Board by:

Craig Malin, Interim District Manager

RESOLUTION NO. 25-XX

A RESOLUTION OF THE DISTRICT BOARD OF THE SEASIDE COUNTY SANITATION DISTRICT

APPROVE A CONTRACT CHANGE ORDER IN THE AMOUNT OF $15,788.50 TO THE CONSTRUCTION AGREEMENT WITH MONTEREY PENINSULA ENGINEERING FOR EXTRA WORK ON THE BROADWAY AVENUE TERRACE STREET SEWER MAIN REPAIR PROJECT

WHEREAS, the District crew discovered a damaged segment of the eight-inch sewer main on Broadway Avenue near Terrace Street requiring immediate repair; and

WHEREAS, on September 10, 2024, the District Board awarded a construction agreement with Monterey Peninsula Engineering to repair the sewer main for an amount not to exceed $44,000.00, including 20% in contingency for a total construction cost of $52,800.00; and

WHEREAS, in preparation for the work, District staff marked the estimated location of the sewer main break and during the excavation by MPE, it was discovered that the actual break was approximately 10 to 15 feet closer to the intersection; and

WHEREAS, the extra work for saw cutting, excavating, disposing, backfilling, and asphalt patching for the additional trench totals $15,788.50; and

WHEREAS, the authorized contingency amount is insufficient to cover the additional work, and an extra $7,000.00 is need to cover the associated costs; and

WHEREAS, the Sewer Replacement Account No. 953-8820-9215 has adequate funds to cover the additional costs needed for the extra work.

NOW THEREFORE, BE IT RESOLVED, that the District Board of the Seaside County Sanitation District authorizes the District Manager to execute the contract change order to the contract agreement with Monterey Peninsula Engineering in the amount of $15,788.50 for extra work on the Broadway Ave Terrace Street Sewer Main Repair Project.

PASSED AND ADOPTED at a regular meeting of the District Board of the Seaside County Sanitation District duly held on the 11th day of March 2025, by the following vote:

AYES:	BOARD MEMBERS
NOES:	BOARD MEMBERS
ABSENT:	BOARD MEMBERS
ABSTAIN:	BOARD MEMBERS

APPROVED:

____
John Uy, Chair

ATTEST:

____
Dominique L. Davis, District Clerk

APPROVED TO FORM:

____
Reed W. Gallogly, District Counsel

Seaside Sanitation County District

CHANGE ORDER

CEM-4900 (REV 05/2015)

Sheet 1 of 17

Change Requested by: ☑ Engineer ☐ Contractor

CHANGE ORDER NO.	PROJECT:	CONTRACT NUMBER:
1	BROADWAY AVE/TERRACE ST SEWER MAIN REPAIR	AG 2024-175

TO

Monterey Peninsula Engineering ***, contractor***

You are directed to make the following changes from the plans and specifications or do the following described work not included in the plans and specifications for this contract. ***NOTE: This change order is not effective until approved by the engineer.***

Description of work to be done, estimate of quantities, and prices to be paid. (Segregate between additional work at contract price, agreed price, and force account.) Unless otherwise stated, rates for rental of equipment cover only such time as equipment is actually used and no allowance will be made for idle time. The last percentage shown is the net accumulated increase or decrease from the original quantity in the Bid Item List.

This change order covers the additional costs for saw-cutting the trench, excavation, material removal and disposal, trench backfilling, and pavement restoration resulting from the discovery of a mismarked location during excavation of the broken sewer main.

For this work, the Contractor will be paid the sum of $15,788.50. This sum constitutes full and complete compensation for providing all labor, materials, equipment, tools, and incidentals, and includes all markups by reason of this change. A cost breakdown of this work is based on the Contractors Time and Material tickets attached hereto.

Estimated Cost: ☑ Increase ☐ Decrease $15,788.50

For this order, the time of completion will be adjusted as follows:

SUBMITTED BY

SIGNATURE	(PRINT NAME AND TITLE)	DATE
Leslie Llantero	Leslie Llantero, Project Manager	2/25/25

RECOMMENDED BY ENGINEER

SIGNATURE	(PRINT NAME AND TITLE)	DATE
	Thomas Korman P.E., District Engineer	2/25/2025

APPROVAL BY CITY MANAGER

SIGNATURE	(PRINT NAME AND TITLE)	DATE
	Greg McDanel, District Manager	

We, the undersigned contractor, have given careful consideration to the change proposed and agree to provide equipment, furnish materials, and perform the work specified above, and will accept as full payment the prices shown above. **NOTE: If you do not sign this order, you are directed to proceed with the ordered work. You may file a Request for Information within the time specified.**

CONTRACTOR ACCEPTANCE BY

SIGNATURE	(PRINT NAME AND TITLE)	DATE
	Peter Bruno, Project Manager	2/25/25

ADA Notice For individuals with sensory disabilities, this document is available in alternate formats. For information, call (916) 445-1233, TTY 711, or write to Records and Forms Management, 1120 N Street, MS-89, Sacramento, CA 95814.

Monterey Peninsula Engineering
P.O. Box 400
Marina, CA 93933
Ph: 831 384-4081
Fax: 831 883-1372

T&M RECAP

Date: 10/21/24
MPE #: 224063
LOG #: 13545

Bill To:
CITY OF SEASIDE

Copy To:

Item	E#	Date	Job Location	Description	Quantity	Rate	Amount
1	24-379	9/25/24	SEASIDE COUNTY SANITATION DISTRICT	SAW CUT, DIG, EXPOSE MARKED LOCATION	1.00	$ 7,662.04	$ 7,662.04
2	27-380	9/26/24	SEASIDE COUNTY SANITATION DISTRICT	BACKFILL WITH SAND AND AB MISS MARKED LOCATION	1.00	$ 4,736.11	$ 4,736.11
3					1.00		$ -
4					1.00		$ -
5					1.00		$ -
6					1.00		$ -
7					1.00		$ -
8					1.00		$ -
9					1.00		$ -
10					1.00		$ -
						Total:	$ 12,398.15

DAILY EXTRA WORK REPORT

Job#: 224063
Date Performed: 9/25/2024
E#: 24-379
LOG# : *13545*

Work Performed by: CITY OF SEASIDE *MONTEREY PENINSULA ENGINEERING, LIC# 972425*

Description of Work:
SAW CUT, DIG, EXPOSE MARKED LOCATIO. LOCATION OF REPAIR WAS MISS MARKED BY CITY OF SESIDE

EQUIP. NO.	**EQUIPMENT**	OT/Delay Factor	HOURS		HOURLY RATE	EXTENDED AMOUNTS		**LABOR**	HOURS		HOURLY RATE	EXTENDED AMOUNTS
3599	VOLVO SD45 VIB COMPACTOR	1	RT	5	$ 75.00	$ 375.00	18	FOREPERSON	RT	5	$ 85.00	$ 425.00
			OT		$ -	$ -		RUDY ZARAGOZA	OT		$ -	$ -
2425	11 FORD F550 FLATBED	1	RT	5	$ 40.00	$ 200.00	5	OPERATOR 2	RT	5	$ 78.77	$ 393.85
			OT		$ -	$ -		JOSE AYALA	OT		$ -	$ -
2436	20 FORD F350	1	RT	5	$ 40.00	$ 200.00	1	LABOR 1	RT	5	$ 57.74	$ 288.70
			OT		$ -	$ -		BEJAR MONTEJANO	OT		$ -	$ -
3577	185 COMPRESSOR	1	RT	5	$ 45.00	$ 225.00	1	LABOR 1	RT	5	$ 57.74	$ 288.70
			OT		$ -	$ -		MIGUEL BUCIO	OT		$ -	$ -
3549	CASE 590 SN BACKHOE	1	RT	5	$ 70.00	$ 350.00	1	LABOR 1	RT	5	$ 57.74	$ 288.70
			OT		$ -	$ -		ANDRES REVELES	OT		$ -	$ -
4551	1000 GALLON MUD HOG	1	RT	5	$ 75.00	$ 375.00	1	LABOR 1	RT	5	$ 57.74	$ 288.70
			OT		$ -	$ -		ARTURO CHAVEZ	OT		$ -	$ -
2406	16 FORD F450 FLATBED	1	RT	5	$ 40.00	$ 200.00	18	FOREPERSON	RT	1	$ 85.00	$ 85.00
			OT		$ -	$ -		CLINTON BARRY	OT		$ -	$ -
4508	1000 GAL MUD HOG	1	RT	5	$ 75.00	$ 375.00	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
1245	20 FORD 150 P/U	1	RT	1	$ 40.00	$ 40.00	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
							0	0	RT	0	$ -	$ -
									OT		$ -	$ -

MATERIAL and/or WORK DONE BY SPECIALISTS

Description		No. Units		Unit Cost	Amount
95413	SUNSET PACIFIC	5.00		$135.00	$675.00
20642	KIRKPATRIC	1.00		$870.00	$870.00
		1.00		$0.00	$0.00
		1.00		$0.00	$0.00
		1.00		$0.00	$0.00
		1.00			$0.00
	FUEL SURCHARGE	$2,340.00	**2% OF EQUIP FEE**	$46.80	$46.80

Sub-Total Labor RT				$ 2,058.65
Labor Surcharge RT		13%		$ 267.62
Sub-Total Labor OT				$ -
Labor Surcharge OT		12%		$ -
Subsistence				
TOTAL COST OF LABOR				$ 2,326.27

TOTAL COST OF EQUIPMENT, MATERIALS AND WORK	$ 3,931.80
35% MARK-UP ON LABOR COST	$ 814.20
15% MARK-UP ON EQUIP., MATERIAL AND WORK COST	$ 589.77
TOTAL THIS REPORT	**$ 7,662.04**

TS

Log # 13545

MONTEREY PENINSULA ENGINEERING

DAILY EXTRA WORK REPORT

BILLING INFORMATION:

NAME:

ADDRESS:

CITY/STATE/ZIP:

PHONE:

DATE PERFORMED 9/25/24

WORK PERFORMED AT THE DIRECTION OF: City of Seaside (7AM TO 12p)

CONTRACTOR JOB NO. 220046

CONTRACTOR REPORT NO. 24-379

DESCRIPTION OF WORK: Saw cut, dig, expose marked location. Location of repair was miss marked by city of seaside.

EQUIP NO.	EQUIPMENT	HOURS	HOURLY/DAILY RATE	EXTENDED AMOUNTS
3599	Mini Ex 308	5		
2425	Crew Truck	5		
2436	Foreman Truck	5		
3577	Compressor	5		
3549	Case Backhoe	5		
4551	Mud Hog	5		
2406	Crew Truck	5		
4508	Mud Hog	5		
1245	Super Truck	1		

P.R. NO.	LABOR		HOURS	HOURLY RATE	EXTENDED AMOUNTS
F	Rudy Zaragoza	O.T.			
		REG.	5		
02	Jose Ayala	O.T.			
		REG.	5		
L4	Bejar Montejano	O.T.			
		REG.	5		
L1	Miguel Bucio	O.T.			
		REG.	5		
L1	Andres Reveles	O.T.			
		REG.	5		
L1	Arturo Chavez	O.T.			
		REG.	5		
S	Clinton Barry	O.T.			
		REG.	1		
		O.T.			
		REG.			

SUB-TOTAL

MATERIAL AND/OR WORK DONE BY SPECIALISTS

DESCRIPTION	NO. UNIT	UNIT COST	EXTENDED
Sunset Pacific 2403	(5 HRS)		
Eddie Edeza			
Kirpatric Saw Cutting			
2ea 8x12 plates			
Traffic Control			

TOTAL COST OF EQUIPMENT, MATERIALS AND WORK

PAYROLL BURDEN AND/OR MARKUPS

TOTAL COST OF LABOR A

→ B

TOTAL A & B

MARKUP ON EQUIPMENT, MATERIAL AND WORK COST ______%

TOTAL THIS REPORT

CONTRACTOR'S REPRESENTATIVE

ACCEPTED:

OWNER/AGENT

√

SUNSET PACIFIC CONSTRUCTION CO., INC.

192 Healy Avenue., Marina, CA 93933 • (831) 384-4115

P U C # T-151856

DATE 9-15-24

MATERIAL

TYPE OF LOADING • ☐ BELT ☐ BUNKER ☐ HOT PLANT ☐ FRONT LOADER ☐ OTHER

DESTINATION: WHERE MAT'L DELIVERED Broadway Sewer JOB NO. 224063

TAG NO. 95413

POINT OF ORIGIN: WHERE MAT'L WAS ORDERED [illegible]

EQUIP. NO. 2403

CONSIGNOR: WHO OWNED MAT'L MPE

CONSIGNOR ADDRESS 24940 1 3/4

CONSIGNEE: WHO REC'D MAT'L

CONSIGNEE ADDRESS 224063 (3/4)

DEBTOR: WHO PAYS LBS.

DEBTOR ADDRESS

LOCATION DRIVER REPORTED

NO. AXLES

MILEAGE

WHEN ZONE RATES APPLY PROD. AREA: DEL. ZONE:

YARD CAP'Y CY

TAG NUMBER	WEIGHT	LOADING		LEAVE SCALES	UNLOADING	
		ARRIVE	DEPART		ARRIVE	DEPART
1 Sand		7:45	1015	2 3/4	1025	1030
2 Sand		1045	2:15	3 3/4	2:30	2:35
3 Sand 1/4		245	255	3/4	3:00	3:30
4		4:00				
5						
6				1 1/4		
7				1 1/2		
8						
9				3/4		
10				10		
11						
12				on	off	
13						
14						
15						

REMARKS

1/2

Lu

DRIVER REPORTING TIME 7:00

FUEL:

COMPUTATION OF HOURLY SERVICE FREIGHT BILL

SUBTRACT STARTING TIME OF LAST TRIP = BASE HOURS → 9.0

ENDING TIME OF LAST TRIP 4:00 ELAPSED TIME OF THE RUNNING TIME OF LAST TRIP X2 = (1/2)

STARTING TIME OF UNLOADING OF LAST TRIP

ENDING TIME OF UNLOADING TIME OF LAST TRIP

ELAPSED TIME OF THE UNLOADING TIME OF LAST TRIP

DRIVER'S SIGNATURE BY Rec'd by carrier in good condition as noted.

(OVERALL TIME FROM TIME REPORTNG FOR WORK TO START OF LAST TRIP PLUS DOUBLE RUNNING TIME OF LAST TRIP PLUS UNLOADING TIME OF LAST TRIP) 8 1/2

UNDERLYING CARRIER

ADDRESS

SUBTRACT DEDUCTIBLE TIME

NET CHARGEABLE TIME OR TONS

MULTIPLY BY TONAGE OR HOURLY RATE X $

I agree court costs, 33 1/3% attorney fees, and all costs that arise from any proceedings for the collection of amounts due to the above carrier for work done for the above shipper will be paid by the abov. shipper. NOT RESPONSIBLE FOR BROKEN SIDEWALKS, CURBS OR OTHER PROPERTY WHEN DELIVERY IS REQUESTED ON PREMISES.

BY ______

RECEIVED IN GOOD ORDER BY FOREMAN

TOTAL DUE →

P.U.C. REQUIRES PAYMENTS FOR THESE CHARGES NOT LATER THAN THE 15TH OF THE FOLLOWING MONTH.

WHITE – REV. ACCT. YELLOW – OFFICE PINK – DELIVERY GOLD – SUB HAUL

Invoice

D.J. Kirkpatrick Concrete Sawing & Drilling
P.O. Box 369
Lockwood, CA 93932

Cell #831-970-6195
FLATSAW1@AOL.CO...

DATE	WORK ORDE...
9/25/2024	20642

BILL TO

Monterey Penninsula Engineering
P.O. Box 400
Marina,CA 93933

P.O. NO.	TERMS	JOB NO.
	Due on receipt	224063

ITEM	DESCRIPTION	AMOUNT
Slab Saw	Broadway & Terrace Seaside	870.00
	Total	**$870.00**

D.J. Kirkpatrick
owner • operator
Concrete Sawing
LIC.# 538670

D J Kirkpatrick
Concrete Sawing
P O Box 369
Lockwood Ca 93932
Cell: (831) 970-6195
flatsaw1@aol.com

ORK ORDER

20642

DATE 9-25-24

JOB NAME 224063

SEND BILL TO MPC

JOB LOCATION Broadway & Terrace

ADDRESS

CITY Seaside

CITY

PHONE

APT.

☒ DAY WORK ☐ CONTRACT ☐ EXTRA

DESCRIPTION OF WORK:

Slab Saw

3 hrs Travel @ 90 = 270,00

4 hrs Labor & Standby
@$150,00 = $600,00

STARTING DATE 9-25 2024

Day of Week Wed

☒ A.M. ☐ P.M. 8:00

Mechanic Joe

Helper

TOTAL LABOR	870.00
TOTAL MATERIAL	
TAX	

☐ TOTAL AMOUNT DUE FOR ABOVE WORK: OR
☐ BILLING TO BE MAILED AFTER COMPLETION OF WORK

$ 870.00

I hereby acknowledge the satisfactory completion of the above-described work:

CUSTOMER'S SIGNATURE ☐ No one home

Work Ordered By

Date Completed

Received Payment By

Order Taken By

MONTH	DAY	YEAR
9	25	2024

SU M TU [✓ W] TH F SA

MONTEREY PENINSULA ENGINEERING - DAILY JOB REPORT

PAGE: ______ OF: ______

JOB #: 224063

NAME/LOCATION: BROADWAY SEWER REPAIR

EMPLOYEE NAME	START TIME	END TIME	LUNCH BREAK	BREAK 1	BREAK 2	PW GROUP	EQUIP NUMBER	EQUIP DESCRIPTION	CODE	CODE	CODE	CODE	CODE	TOTAL HOURS ✓
R Zaragoza CREW TRUCK #	7	4/30	1h	—	—	F		2438						9
J Ayala CREW TRUCK #	7	4/30	1h	—	—	02		3528	EXCAVATOR					9
A Chavez CREW TRUCK #	7	4/30	1h	—	—	L-1								9
M Bucio CREW TRUCK #	7	4/30	1h	—	—	L-1		3541	BACKHOE					9
A Reveles CREW TRUCK #	7	4/30	1h	—	—	L-1								9
B Montejano CREW TRUCK #	7	4/30	1h	—	—	L-1								9
CREW TRUCK #														
CREW TRUCK #														
CREW TRUCK #														
CREW TRUCK #														

CREW COMMENTS: (INJURIES REPORTED, "NO SHOWS", TARDINESS, ETC.)

SIGNATURE OF FOREMAN:

DAILY EXTRA WORK REPORT

Job#: 224063
Date Performed: 9/26/2024
E#: 24-380
LOG# : *13545*

Work Performed by: CITY OF SEASIDE ***MONTEREY PENINSULA ENGINEERING, LIC# 972425***

Description of Work:
BACKFILL WITH SAND AND AB MISS MARKED LOCATION

EQUIP. NO.	**EQUIPMENT**	OT/Delay Factor	HOURS		HOURLY RATE	EXTENDED AMOUNTS		**LABOR**	HOURS		HOURLY RATE	EXTENDED AMOUNTS
2436	20 FORD F350	1	RT	2	$ 40.00	$ 80.00	18	FOREPERSON	RT	2	$ 85.00	$ 170.00
			OT		$ -	$ -		RUDY ZARAGOZA	OT		$ -	$ -
3549	CASE 590 SN BACKHOE	1	RT	2	$ 70.00	$ 140.00	6	OPERATOR 4	RT	2	$ 75.91	$ 151.82
			OT		$ -	$ -		JOSE AYALA	OT		$ -	$ -
2425	11 FORD F550 FLATBED	1	RT	2	$ 40.00	$ 80.00	1	LABOR 1	RT	2	$ 57.74	$ 115.48
			OT		$ -	$ -		BEJAR MONTEJANO	OT		$ -	$ -
2406	16 FORD F450 FLATBED	1	RT	2	$ 40.00	$ 80.00	1	LABOR 1	RT	2	$ 57.74	$ 115.48
			OT		$ -	$ -		MIGUEL BUCIO	OT		$ -	$ -
1245	20 FORD 150 P/U	1	RT	1	$ 40.00	$ 40.00	1	LABOR 1	RT	2	$ 57.74	$ 115.48
			OT		$ -	$ -		ANDRES REVELES	OT		$ -	$ -
4551	1000 GALLON MUD HOG	1	RT	1	$ 75.00	$ 75.00	1	LABOR 1	RT	2	$ 57.74	$ 115.48
			OT		$ -	$ -		ARTURO CHAVEZ	OT		$ -	$ -
3475	KOBELCO SK45SR EXC	1	RT	1	$ 65.00	$ 65.00	18	FOREPERSON	RT	1	$ 85.00	$ 85.00
			OT		$ -	$ -		CLINTON BARRY	OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
0	0	1	RT		$ -	$ -	0	0	RT	0	$ -	$ -
			OT		$ -	$ -			OT		$ -	$ -
							0	0	RT	0	$ -	$ -
									OT		$ -	$ -

MATERIAL and/or WORK DONE BY SPECIALISTS

Description		No. Units		Unit Cost	Amount
95417	SUNSET PACIFIC - SUPER 10	5.25		$135.00	$708.75
	2ea 8 x 12 PLATES	2.00		$33.00	$66.00
	13 TONS SAND	13.00		$15.00	$195.00
	5 TONS AB	5.00		$105.00	$525.00
	18 TONS SPOILS EXPORT	18.00		$50.00	$900.00
		1.00			$0.00
	FUEL SURCHARGE	$560.00	**2% OF EQUIP FEE**	$11.20	$11.20

Sub-Total Labor RT			$ 868.74
Labor Surcharge RT	13%		$ 112.94
Sub-Total Labor OT			$ -
Labor Surcharge OT	12%		$ -
Subsistence			
TOTAL COST OF LABOR			$ 981.68

TOTAL COST OF EQUIPMENT, MATERIALS AND WORK	$ 2,965.95
35% MARK-UP ON LABOR COST	$ 343.59
15% MARK-UP ON EQUIP., MATERIAL AND WORK COST	$ 444.89
TOTAL THIS REPORT	**$ 4,736.11**

TS
log # 13545

MONTEREY PENINSULA ENGINEERING

DAILY EXTRA WORK REPORT

BILLING INFORMATION:
NAME:
ADDRESS:
CITY/STATE/ZIP:
PHONE:

DATE PERFORMED 9/26/24

WORK PERFORMED AT THE DIRECTION OF: City of Seaside

DESCRIPTION OF WORK: Backfill with sand and AB miss marked location

CONTRACTOR JOB NO. 220046
CONTRACTOR REPORT NO. 24380

EQUIP NO.	EQUIPMENT	HOURS	HOURLY/DAILY RATE	EXTENDED AMOUNTS
2436	Foreman Truck	2		
3549	G Backhoe	2		
2425	Crew Truck	2		
2406	Crew Truck	2		
1245	Super Truck	1		
4551	Mud Hog	1		
3599	308 Mini Ex	1		
	Traffic Control			

347

P.R. NO.	LABOR	HOURS		HOURLY RATE	EXTENDED AMOUNTS
F	Rudy Zaragoza	O.T.			
		REG.	2		
04	Jose Ayala	O.T.			
		REG.	2		
L1	Bejar Montejano	O.T.			
		REG.	2		
L1	Miguel Bucio	O.T.			
		REG.	2		
L1	Andres Reveles	O.T.			
		REG.	2		
L1	Arturo Chavez	O.T.			
		REG.	2		
S	Clinton Barry	O.T.			
		REG.	1		
		O.T.			
		REG.			
	SUB-TOTAL				

MATERIAL AND/OR WORK DONE BY SPECIALISTS

DESCRIPTION	NO. UNIT	UNIT COST	EXTENDED
Super ID / T-2403			
Enrique Edeza			
2 ea 24x48 Plywood Shores			
13 Tons Sand			
5 Tons AB			
18 Ton Spoils Export			
TOTAL COST OF EQUIPMENT, MATERIALS AND WORK			

PAYROLL BURDEN AND/OR MARKUPS		
TOTAL COST OF LABOR	A	
→	B	
TOTAL A & B		
MARKUP ON EQUIPMENT, MATERIAL AND WORK COST ______%		
TOTAL THIS REPORT		

CONTRACTOR'S REPRESENTATIVE

ACCEPTED:

OWNER/AGENT

'SUNSET PACIFIC CONSTRUCTION CO., INC.

192 Healy Avenue., Marina, CA 93933 • (831) 384-4115

P U C # T-151856

DATE 9-26-24

MATERIAL

TYPE OF LOADING • ☐ BELT ☐ HOT PLANT ☐ OTHER • ☐ BUNKER ☐ FRONT LOADER

DESTINATION: WHERE MAT'L DELIVERED Broadway

JOB NO. 224063

TAG NO. **95417**

POINT OF ORIGIN: WHERE MAT'L WAS ORDERED Team PLAsco

EQUIP. NO. 2403

CONSIGNOR: WHO OWNED MAT'L [illegible]

CONSIGNOR ADDRESS 24940 2¾

CONSIGNEE: WHO REC'D MAT'L MPE

CONSIGNEE ADDRESS 224063 5¼

DEBTOR: WHO PAYS LBS.

DEBTOR ADDRESS

LOCATION DRIVER REPORTED

NO. AXLES

MILEAGE

WHEN ZONE RATES APPLY PROD. AREA: DEL. ZONE:

YARD CAP'Y CY

TAG NUMBER	WEIGHT	LOADING		LEAVE SCALES	UNLOADING	
		ARRIVE	DEPART		ARRIVE	DEPART
1 Sand		700	915	1½	925	930
2 Drain Rock		910	955	½	1005	10:10
3 Sand		1025	1050	¾	1100	1110
4 Drain Rock		1120	1135	1.0	1210	1215
5 Drain Rock		1245	200	2.0		
6						
7				5¾		
8						
9				1½		
10						
11				5¼		
12						
13				on	OFF	
14						
15						

REMARKS ½ Lun

DRIVER REPORTING TIME 700

FUEL

COMPUTATION OF HOURLY SERVICE FREIGHT BILL

SUBTRACT STARTING TIME OF LAST TRIP = BASE HOURS → 8½

ENDING TIME OF LAST TRIP 3:30 ELAPSED TIME OF THE RUNNING TIME OF LAST TRIP X2 = 1½

STARTING TIME OF UNLOADING OF LAST TRIP

ENDING TIME OF UNLOADING TIME OF LAST TRIP

ELAPSED TIME OF THE UNLOADING TIME OF LAST TRIP

DRIVER'S SIGNATURE BY

Rec'd by carrier in good condition as noted.

UNDERLYING CARRIER

ADDRESS

(OVERALL TIME FROM TIME REPORTING FOR WORK TO START OF LAST TRIP PLUS DOUBLE RUNNING TIME OF LAST TRIP PLUS UNLOADING TIME OF LAST TRIP) 8.0

SUBTRACT DEDUCTIBLE TIME

NET CHARGEABLE TIME OR TONS

MULTIPLY BY TONAGE OR HOURLY RATE X $

TOTAL DUE →

I agree court costs, 33 1/3% attorney fees, and all costs that arise from any proceedings for the collection of amounts due to the above carrier for work done for the above shipper will be paid by the abov. shipper. NOT RESPONSIBLE FOR BROKEN SIDEWALKS, CURBS OR OTHER PROPERTY WHEN DELIVERY IS REQUESTED ON PREMISES.

BY

RECEIVED IN GOOD ORDER BY FOREMAN

P.U.C. REQUIRES PAYMENTS FOR THESE CHARGES NOT LATER THAN THE 15TH OF THE FOLLOWING MONTH.

WHITE — REV. ACCT. YELLOW — OFFICE PINK — DELIVERY GOLD — SUB HAUL

MONTH	DAY	YEAR
9	26	2024

SU | M | TU | W | [✓ TH] | F | SA

MONTEREY PENINSULA ENGINEERING - DAILY JOB REPORT

PAGE: ____ OF: ____

JOB #: 224063

NAME/LOCATION: Broadway Sewer Repair

EMPLOYEE NAME	START TIME	END TIME	LUNCH BREAK	BREAK 1	BREAK 2	PW GROUP	EQUIP NUMBER	EQUIP DESCRIPTION	CODE	CODE	CODE	CODE	CODE	TOTAL HOURS
R Zaragoza CREW TRUCK #	7	4pm	1h	–	–	L		2436	Truck					✓ 8h
J Ayala CREW TRUCK #	7	4	1h	–	–	02		3528		Excavator				8h
A Chavez CREW TRUCK #	7	4	1h	–	–	L-1								8h
M Bucio CREW TRUCK #	7	4	1h	–	–	L-1		3544		Backhoe				8h
A Reveles CREW TRUCK #	7	4	1h	–	–	L-1								8h
B Montejano CREW TRUCK #	7	4	1h	–	–	L-1								8h
CREW TRUCK #														
CREW TRUCK #														
CREW TRUCK #														
CREW TRUCK #														

CREW COMMENTS: (INJURIES REPORTED, "NO SHOWS", TARDINESS, ETC.)

SIGNATURE OF FOREMAN:

Monterey Peninsula Engineering
P.O. Box 400
Marina, CA 93933
Ph: 831 384-4081
Fax: 831 883-1372

T&M RECAP

Date: 10/07/24
MPE #: 224063
LOG #: 13546

Bill To:
CITY OF SEASIDE

Copy To:
Peter B

Item	E#	Date	Job Location	Description	Quantity	Rate	Amount
1	24-381	9/27/24	SEASIDE COUNTY SANITATION DISTRICT	T CUT 1' AC PATCH R&R AC PATCH AT 5" SEC FOR MISS MARKED LOCATION BY CITY OF SEASIDE	1.00	$ 3,390.35	$ 3,390.35
2					1.00		$ -
3					1.00		$ -
4					1.00		$ -
5					1.00		$ -
6					1.00		$ -
7					1.00		$ -
8					1.00		$ -
9					1.00		$ -
10					1.00		$ -
						Total:	$ 3,390.35

DAILY EXTRA WORK REPORT

Job#: 224063
Date Performed: 9/27/2024
E#: 24-381
LOG# : 13546

Work Performed by: *MONTEREY PENINSULA ENGINEERING, LIC# 972425*

Description of Work: FOR MISS MARKED LOCATION BY CITY OF SEASIDE

EQUIP. NO.	EQUIPMENT	OT/Delay Factor	HOURS		HOURLY RATE	EXTENDED AMOUNTS
1206	10 FORD F-150	1	RT	2	$ 42.39	$ 84.78
			OT		$ -	$ -
4548	WALK BEHIND CONCRETE SAW	1	RT	2	$ 100.00	$ 200.00
			OT		$ -	$ -
2460	WATER TRUCK 2000	1	RT	2	$ 54.71	$ 109.42
			OT		$ -	$ -
4567	DIAMOND TACKER POT	1	RT	2	$ 40.00	$ 80.00
			OT		$ -	$ -
3549	CASE 590 SN BACKHOE	1	RT	2	$ 66.93	$ 133.86
			OT		$ -	$ -
1224	15 FORD F150 P/U	1	RT	2	$ 42.39	$ 84.78
			OT		$ -	$ -
1241	20 FORD 150 P/U	1	RT	2	$ 42.39	$ 84.78
			OT		$ -	$ -
2411	16 FORD F450 FLATBED	1	RT	2	$ 42.39	$ 84.78
			OT		$ -	$ -
3574	BOMAG BW120AD 4 ROLLER	1	RT	2	$ 42.64	$ 85.28
			OT		$ -	$ -
2402	09 PETERBLT 4600 GAL WT	1	RT	2	$ 125.00	$ 250.00
			OT		$ -	$ -
0	0	1	RT		$ -	$ -
			OT		$ -	$ -

	LABOR	HOURS		HOURLY RATE	EXTENDED AMOUNTS
18	FOREPERSON	RT	2	$ 120.00	$ 240.00
	C. PLATERO	OT		$ -	$ -
1	LABOR 1	RT	2	$ 61.69	$ 123.38
	A. PACHECO	OT		$ -	$ -
1	LABOR 1	RT	2	$ 61.69	$ 123.38
	L. ZAMORA	OT		$ -	$ -
1	LABOR 1	RT	2	$ 61.69	$ 123.38
	J. ZAMORA	OT		$ -	$ -
6	OPERATOR 4	RT	2	$ 89.41	$ 178.82
	A. LEYVA	OT		$ -	$ -
1	LABOR 1	RT	2	$ 61.69	$ 123.38
	A. REVELES	OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
0	0	RT	0	$ -	$ -
		OT		$ -	$ -
	Sub-Total Labor RT				$ 912.34
	Labor Surcharge RT		9%		$ 82.11
	Sub-Total Labor OT				$ -
	Labor Surcharge OT		9%		$ -
	Subsistence				
	TOTAL COST OF LABOR				$ 994.45

MATERIAL and/or WORK DONE BY SPECIALISTS

Description		No. Units		Unit Cost	Amount
3689156	GRANITEROCK	1.00		$559.10	$559.10
		0.00		$0.00	$0.00
		0.00		$0.00	$0.00
		0.00		$0.00	$0.00
		0.00		$0.00	$0.00
		0.00			$0.00
	FUEL SURCHARGE	$1,197.68	**2% OF EQUIP FEE**	$23.95	$23.95

TOTAL COST OF EQUIPMENT, MATERIALS AND WORK	$ 1,780.73
35% MARK-UP ON LABOR COST	$ 348.06
15% MARK-UP ON EQUIP., MATERIAL AND WORK COST	$ 267.11
TOTAL THIS REPORT	**$ 3,390.35**

Contractor's Representative

Resident Engineer

224063 T & M 09.27.24 E # 24-381 LOG # 13546

TS
log# 13546

MONTEREY PENINSULA ENGINEERING

DAILY EXTRA WORK REPORT

BILLING INFORMATION:
NAME:
ADDRESS:
CITY/STATE/ZIP:
PHONE:

DATE PERFORMED 9/27/2024

WORK PERFORMED AT THE DIRECTION OF: T cut 1' AC Patch R&R AC Patch at 5" sec

DESCRIPTION OF WORK: For miss marked location by City of Seaside

CONTRACTOR JOB NO. 224063
CONTRACTOR REPORT NO. 24-381

EQUIP NO.	EQUIPMENT	HOURS	HOURLY/DAILY RATE		EXTENDED AMOUNTS	
1202	Pickup	2				
4548	WAlkbehind SAW	2				
2460	tilt trailer	2				
4567	oil Pot	2				
3549	BACK Hoe	2				
1224	Pickup Leyva	2				
1241	Pickup Platero	2				
2411	Flatbed	2				
3574	48" Roller	2				
2462	10 wheeler	2				
	50 cones	2				
	3 plates	2				
	12 Road signs	2				
	walkbehind saw	1				

P.R. NO.	LABOR	HOURS		HOURLY RATE		EXTENDED AMOUNTS	
		O.T.					
For.	C. Platero	REG.	2				
		O.T.					
L	A. Pacheco	REG.	2				
		O.T.					
L	L. Zamora	REG.	2				
		O.T.					
L	J. Zamora	REG.	2				
		O.T.					
OP	A. Leyva	REG.	2				
		O.T.					
L	A. Reveles	REG.	2				
		O.T.					
		REG.					
		O.T.					
		REG.					

SUB-TOTAL

PAYROLL BURDEN AND/OR MARKUPS

TOTAL COST OF LABOR A

→ B

MATERIAL AND/OR WORK DONE BY SPECIALISTS

DESCRIPTION	NO. UNIT	UNIT COST		EXTENDED	
1/2" AC GRC	5.01 tons				
TAG# 3689156					

TOTAL COST OF EQUIPMENT, MATERIALS AND WORK

CONTRACTOR'S REPRESENTATIVE

TOTAL A & B

MARKUP ON EQUIPMENT, MATERIAL AND WORK COST ______%

TOTAL THIS REPORT

ACCEPTED: [redacted]

OWNER/AGENT

V8

Graniterock
P.O. Box 50001
Watsonville, CA 95077-5001
(831) 768-2000

Invoice No:	**2184108**
Invoice Date:	09/30/2024
Job No:	224063
Order No:	2142941
Job PO No:	224063
Job Name:	Terrace & Broadway, Seaside
Job Street:	Terrace & Broadway
Job City:	Seaside

Customer: 50042

M P E-Monterey Peninsula Eng*Job # Req*
192 Healy Avenue
Marina, CA 93933

ggregate and Asphalt

Ticket Location	Date	Truck	Product			Freight		Additional Charges	Tax Amount		Total
			Qty	Price	Amount	Price	Amount				
Product: 787 - 1/2" Fine Rap 15											
3689156 Wilson Road Materials	09/27/2024	36867	5.01 Tons	103.00	516.03			0.50	8.25%	42.57	559.10
Totals for Product 787 on 09/27/2024			**5.01**		**516.03**		**0.00**	**0.50**		**42.57**	**559.10**

Summary of Additional Charges	
San Benito County Mining Tax	0.50

	Product	Freight	Additional	Tax	Total
Invoice Totals	**516.03**	**0.00**	**0.50**	**42.57**	**559.10**

For questions, or additional info, contact Customer Service at (831) 768-2120 or CustomerServiceAll@graniterock.com

SHORT PAY POLICY:

Our philosophy of total customer satisfaction can be summarized with the following statement
If you are not satisfied for any reason . . . don't pay us for it

That means that if any part of this invoice is incorrect or if you were unhappy with the products or services received from this transaction, let us know right now. Simply scratch out the related line item, write a brief note about the problem, and return a copy of this invoice along with your check for the remaining balance. Someone will contact you immediately to resolve the problem.

Please Make Checks Payable to:

Granite Rock Company
P.O. Box 50001
Watsonville, CA 95077-5001

Sold To: M P E-Monterey Peninsula Eng*Job # Req*
192 Healy Avenue
Marina, CA 93933

Customer No:	50042
Invoice No:	2184108
Invoice Date:	09/30/2024
Total Due by 10/25/2024	$559.10
Deduct Discount Amount if Received by 10/15/2024	$5.42
Payment Enclosed	____________

If haul charges are indicated separately above, title passage of material is at the plant, with delivery provided by Graniterock for customer's account.

Go Green - Sign up for paperless e-Delivery of your invoices. Contact Customer Service at (831) 768-2120 or CustomerServiceAll@graniterock.com

9/27/2024

GRANITEROCK 231 **3689156**

Wilson Road Materials
1900 Quarry Road, Aromas CA 95004
(831) 768-2360

Customer Information

Name: M P E-Monterey Peninsula Eng*Job # F 50042
Job: Terrace & Broadway, Seasic Job#: 224063
Order #: 2142941 PO#: 224063

Truck Information

GX36867 RF Tag #: 59210271
Type: Others
Broker: OUTSIDE
License: 83157D2 4CC1710

Weight Information (Driver in Vehicle)

	Pounds	M Tons	Tons
(Driver On) Tare:	31,860 *	14.45 *	15.93 *
Scale:			

Material: 787 1/2" Fine Rap 15

	Pounds	M Tons	Tons
Net	10,020 *	4.54 *	5.01 *
(Driver On) Gross:	41,880	19.00	20.94
Scale:			

* Manual Weight

Product Information

Code	Description	Tons
787	1/2" Fine Rap 15	5.01

Total Today	Loads	Tons
787	1	5.01

Job Management Information

Time (Min)	Current	Job Average Today	Job Average To Date
Gate to Gate	5.2	5.2	5.2
Return Time	0.0		

Time In: 8:11:38 Ticketed: 8:16:50

Granite Rock Company: Weighmaster

Weighed by: Johnny Campos, Deputy

Trucker:

Received:

WEIGHMASTER CERTIFICATE

THIS IS TO CERTIFY that the following described commodity was weighed, measured, or counted, by a weighmaster, whose signature is on this certificate, who is a recognized authority of accuracy, as prescribed by chapter 7 (commencing with Section 12700) of Division 5 of the California Business and Professions Code, administered by the Division of Measurement Standards of the California Department of Food and Agriculture.

V 072023

SEASIDE COUNTY SANITATION DISTRICT **Item No.: 6.A.**
STAFF REPORT

TO: Seaside County Sanitation District

FROM: Daniel Meewis, Interim District Manager

BY: Patrick Grogan, Associate Engineer
Thomas Korman, Public Works Director/City Engineer

DATE: March 11, 2025

SUBJECT: **PROVIDE DIRECTION TO STAFF REGARDING CITY OF SEASIDE'S REQUEST TO AMEND SCSD'S CODE TO PROVIDE FOR WEIGHTED VOTING**

PURPOSE

Discuss request from City of Seaside to draft an ordinance revising Titles 2, Section 2.05.040 Paragraph B of the Seaside County Sanitation District (SCSD) Code to provide for a weighted vote at the request of any member.

RECOMMENDATION

Provide direction to staff.

BACKGROUND

On August 6, 2024, the City of Seaside County sent SCSD a letter (Attachment 1) requesting that the District consider amending its ordinance to allow for weighted voting at the request of a district member. The letter was brought to the Board for discussion at the November 12, 2024 regular meeting. Board voted to revisit this item in March of 2025.

The requested weighted vote structure would provide Sand City and Del Rey Oaks each with twenty-five percent (25%), and Seaside with fifty percent (50%). Weighted voting would occur when any member calls for a weighted vote. The City of Seaside notes this proposed change is intended to foster better collaboration between the members.

If so directed by the Board, staff will draft an ordinance to revise the code. Ordinances must be read at two publicly noticed meetings, the second of which must be a regular meeting, before adoption.

FISCAL IMPACT

There is no fiscal impact associated with this item.

ATTACHMENTS

1. Request Letter

Reviewed for Submission to the
Board by:

Craig Malin, Interim District Manager

OFFICE OF THE CITY ATTORNEY

440 Harcourt Avenue
Seaside, CA 93955
www.ci.seaside.ca.us

Telephone 831-899-6890
Facsimile 831-718-8602

August 6, 2024

Via Email: galloglyRW@co.monterey.ca.us

Reed W. Gallogly, District Counsel
County of Monterey
168 West Alisal Street, 3rd Floor
Salinas CA 93901

RE: Amendment to Seaside County Sanitation District Voting Structure

Dear Mr. Gallogly:

The City of Seaside respectfully requests that the Seaside County Sanitation District consider amending their ordinances with respect to the voting structure of the district. In particular, the City requests that Section 2.05.040 B Paragraph 3 be amended to provide for a weighted vote at the request of any member. The weighted vote structure suggested would provide Sand City and Del Rey Oaks each with a twenty-five percent (25%) and Seaside with fifty percent (50%). Although there is a possibility of failed votes due to a tie, the structure fosters a more equitable voting structure and promotes good collaboration between the members when addressing difficult issues, such as appeals related to assessed SCSD fees. Language similar to below could be used for an ordinance amendment.

2.05.040 Meetings.…
B. Quorum and Voting Requirements.

3. Each member shall be entitled to one vote, unless any member calls for a weighted vote. In the event of a weighted vote,

Each member representing Sand City and Del Rey Oaks shall be entitled to twenty-five percent (25%) of the vote and Seaside fifty percent (50%).

Thank you for your consideration of this request. Please feel free to contact me if you have any questions.

Sincerely,

Sheri L. Damon
City Attorney

Cc: District Chair Oglesby
Acting District Manager