

BEACH ROAD ENTRY PROJECT - "PUNCH LIST" OF ITEM TO COMPLETE		
REVISED 12/04/2010		
	Responsibly	
DON RUSSELL:	Party	Misc. Notes
FENCEWORKS: Jimmy 760 724-8131		
1	Transponders delivery to CBD (all 500 now received as of 11/30)	Russell distribution is about 20% on 12/4
ASPHALT SUB: Tom Brese 233-2556		
2	Do we want to "oil parking lot only" for uniform finished look?	Russell not allowed by the city
3	Remove all "red curb" near county parking.	Russell done
4	Bike/Ped Lane "special asphalt" (Brown color)	Russell Board cancelled this item
5	Review final stripping plan (city approved plan)	Russell done
6	Single centerline white (ok per city)	Russell done
7	Double white line Bike Lane & Bike Trail (Logo)	Russell done
8	No "parking lines" required by city?	Russell not required
9	Beach Loading area "marked"?	Russell done
SDG&E: Mike Troyer 361-8015		
10	Request for additional "street light" at entry, 1st pole (no cost).	Russell not a function of final approval this could spoil other lighting effects
SOUTHERN CALIF GAS: Mike Matik 448-8513		
11	Gas meter approval & set (Fire Bowl & Tiki's)	Russell done
12	Fix depression on top of base	Russell done
13	35000 temp address at guard house	Russell done
14	label electrical panel (exterior)	Russell done
15	label electrical panel (interior)	Russell done
16	Red Label emergency Shut-Off for gas	Russell done
ELECTRICIAN: Joe Elrod 412-0952		
17	Final city Permit approval card signed off.	Russell will get signed as part of the job final
18	Northgate landscaping no perm. power	Russell not under this permitted project
19	Remove Elec. PVC in GH island ? With duct tape	Russell still not done
20	Fix "electrical short" so all accent turn on/off at same time	Russell no elec short - can't get timers to synch. photo cell switches are now installed
PLUMBER (GAS): Randy Liebig 492-2640		
21	City to approve Fire Bowl valve installation	Russell done
22	Final city Permit approval card signed off.	Russell will get signed as part of the job final
23	Remove "temp" hose bibb at GH Resid. side elevation near door	Russell done
24	Brace gas torches (per Chris -inspection)	Russell done
COPPER ROOF SUB: Paul Libb 492-2640 412-6881		
	Gutters & Downspouts at Guard House (city req?)	Gutierrez Waiting until city inspection.
MISC. :		
25	OC Parks Letter Pat Bates (regarding "Public Benefit" to landscape corner.)	Russell not done yet
26	Install locks at all Storm Filters (WQMP)	Russell we agreed to NOT lock these
27	Entry drainage spots? Drain under island? Pavers need adjustments "low spots"	Russell will do AFTER final signoff
28	Remove all plastic road dividers	Russell done
29	Remove trash can from stoop at residence entry side (looks bad)	Russell done
	Creek behind entry monument cleaned downstream, could over flow into entry.	Russell done
ENTRY GATE / CBD HOMEOWNERS:		
30	"START-UP" Letter /Email to all homeowners regarding entry.	Russell done
31	Homeowner disbursements scheduled by Mr. Russell.	Russell done
32	Transponders/Decal readers distribution & use	Russell we have issued 80 as of 12/4
33	New Decals 2011 (start date)	Russell decals are not changed out annually
	Entry area surveillance cameras with video monitor/data capture	will proceed with bids on 11-15
LABORER MISC.: (Don using Luna Landscaping laborer, Budget?)		
34	Install 1 - 3" bamboo in lieu of wood arm at visitors entry.	Russell done
35	Door latch hardware for guard house electrical closet door.	Russell parts picked up on 12/3
36	Seal all poles bases at top of lava rock, prevent log water damage.	Russell done
37	5' bench at entry required bottom angle braces	Russell done
38	Install permanent brass signs (8). Need 50% balance payment asap.	Russell done
39	Per Kirk purchase "Yield Sign" for Visitors lane planter.	Gutierrez I have set up a temp. red stop sign here
	Pickup concrete tikis (5) after 10/15/2010	Gutierrez done
40	Install matt covering under ped structure (after city approval.	Russell Holding until after city inspection
41	Flag pole, painted & roped installed, per board. Fix temp. barriers (looks unfinished)	Russell inspect. passed on 12/3, ok to set pole
	Install surfboards under structure (steel cable) 3 or 4 boards?	Russell looking for donation of long boards
	Received 1 Joe Dunn	maybe small sign at GH window.

	FRAMERS: John & Gary Powers 949 456-1084 & 86		
42	Construct "Stop Sign" frame/post (1) Visitors Island	Russell	done
	Mount other 'Stop Sign' on guard shack on visitor lane by gate arm	Russell	done
	BUCCOLA LANDSCAPING: Glen 714 630-1509		
43	As-Built plans (plants, irrigation & lights)	Buccola	9/30/2010
	End of 90 day Maintenance Agreement	Russell	12/23/2010
	Missing vines installed to existing chain link fence.	Buccola	done
	Groundcover installed at entry to RR	Buccola	done
	Ground cover being eaten by rabbits	Buccola	this problem is not solved yet
	Shut off irrigation in front of signs	Buccola	done
	Remove all white tags on drain pipes	Buccola	done
	Remove all strapping from palm trees	Buccola	done
	Night accent light "walk"	Gutierrez	hold until last lights are installed
	All accent lights adjusted to 6pm to 6am	Russell	all lights now on photo cell switches
	2 Vines 15gal installed at new County fence at Visitors entry.	Buccola	done
	Subcontractor "extra charge" for hand watering -due to no power.	Buccola	nothing on this in any invoices
	Assure all brass signs fit with light box (too high), Buccola to fix at no cost.	Gutierrez	done
	MJW MASONARY: Pat Campbell 951 353-8200		
44	Stain of Lava (sample & cost)	MJW	we decided not to do this item
45	Staining of Paver (sample & cost)	MJW	done
46	Provide written copy of all material used i.e. sealer, pavers, rocks, sanded	MJW	MJW to resolve waiting, hold \$
47	Stucco stained by lava installation at GH "BACKCHARGE" DO NOT PAY!	MJW	MJW to resolve waiting, hold \$
48	Resolve all CBD due credits before any further payments	MJW	MJW to resolve waiting, hold \$
	GUTIERREZ:		
	Revise Northgate column to 41" max, no permit required, Metrolink??	Gutierrez	HOLD
	Signal pole request for removal again to Metrolink -Jamie Romero	Gutierrez	HOLD
	Future signs (option) Bike Lane	Gutierrez	HOLD
	Pinned Letters "35000 BEACH ROAD "above window at GH (optional).	Gutierrez	HOLD
	INTERIOR GUARD HOUSE: (Add to budget per board, after city approval.)	Gutierrez	TOTAL: \$13k to \$15k Estimated
	Demo of cabinets	Gutierrez	\$500.00
	Cabinets - Basic (try Lowes cabinets with carpenter adjustments, save 50%??)	Gutierrez	\$6,000.00
	Countertops -(laminated)	Gutierrez	incl.
	Drywall repairs	Gutierrez	\$500.00
	Base replacement	Gutierrez	\$500.00
	Painting Walls	Gutierrez	\$500.00
	Clean & Stain exposed interior wood	Gutierrez	NA
	Framing (revise wall, per Don....ADA code???)	Gutierrez	\$0.00
	Plumbing remove & reinstall (sink & faucet replacement?)	Gutierrez	\$1,000.00
	Flooring replacement (demo, dump, material & installation) 150sf	Gutierrez	\$2,500.00
	Electrical repairs, revisions & fixtures, (poor job cosmetically).	Gutierrez	\$0.00
	Siding Doors replacement (3)	Gutierrez	\$0.00
	Int. Lights	Gutierrez	\$0.00
	Awning Roller type (2) Front & Beach side	Gutierrez	\$300.00
	Chairs/Stools	Gutierrez	\$300.00
	Misc.	Gutierrez	\$1,000.00

		Responsibly	
		Party	
FINAL AGENCIES APPROVALS:			
	PLANNING DEPT. - Landscape Plan (letter of general compliance)	COMPLETED	Kurth Warner
	Grading Plan	COMPLETED	Kurth Warner
	ENGINEERING DEPT - Grading Plan	COMPLETED	Sinacori (Jason & Matt)
49	Soils Report	Soils Guys	working on solution with City
	BLDG DEPT. - Guard House	Gutierrez	Chris
	Fire Bowl	Russell	ok'd by inspector
	Fire Torches	Russell	ok'd by inspector
	Ped Structure	Gutierrez	Chris
	Palapa	Gutierrez	Chris
	Columns & Walls	Gutierrez	Chris
	Electrical	Russell	Chris
	Plumbing	Russell	Chris
	Trash Deposit Returned (dump receipts)	Tight Q.	Only after final approval (per city)
50	OC Fire Authority	Russell	did not pass inspect. on 12/2
	SCWD	Russell	done
	Metro Per Board NA	None	None
	OCTA Per Board NA	None	None
MAINTENANCE CONTRACTS: (bids)			
51	Landscape Maintenance Contract Weekly	Russell	getting bids now
	Wash/Water trees 1X month (min.)	Russell	
	Man hours per visit weekly/monthly	Russell	
	Palm trimming	Russell	
	Annual color cost (\$500 quarter)	Russell	
	Photos at start as-is	Russell	
	Spray for white fly	Russell	
	Rabbit problem with ground cover at parking pockets	Russell	
52	Wood Finish Main. Contract 2 times year min.	Russell	
53	Power Washing Main. Contract 3 times year min.	Russell	
54	Guard Building (Interior) Maint. Contract Monthly	Russell	
55	Storm Drains:	Russell	
	Storm Drains "Existing" (Street Filters Cleaning)	Russell	
	Storm Drain "New Outlet" Cleaning	Russell	
	Storm Drain "Exposed Channel" Cleaning	Russell	
NORTHGATE - ADMINISTRATION BUILDING (1):		HOLD SUBMISSION UNTIL ALL FINAL APPROVALS!	
1	Submit only "Existing" Admin Bldg (1) only for CUP to city.	Gutierrez	
	Don to provide "sticker" as required by city for existing structure.	Russell	bldg going to Rialto on 12/14
2	Use "existing" bldg, but relocated closer to RR, 24' clr rd.	Russell	
3	Northgate Admin. Bldg "improvements" as follows;	Gutierrez	
	Paint exterior	Gutierrez	
	Wood trim around windows & doors only	Gutierrez	
	Add small entry wood door stoop deck at entry door only.	Gutierrez	
	Remove blue awnings.	Gutierrez	
4	Submit NG only after cities "final approval" of existing project.	Gutierrez	
	Complete all required applications.	Gutierrez	
	CDP check request	Gutierrez	
	Complete radius maps, title reports, etc.	Gutierrez	
5	Submit new plans per "Northgate" Admin. Building.	Gutierrez	
	Submit exterior elevations per improvements above.	Gutierrez	
	Submit new site plan per new location.	Gutierrez	
	Submit "Northgate" landscape plans (completed to date).	Gutierrez	
	Submit to all required agencies (OCFire,SCWD,etc.)	Gutierrez	
	Hire drafting of new Northgate plans.	Gutierrez	
	Civil, Arch, Survey, Title, 500' Map, Etc.	Gutierrez	
6	Dave to provide new NG Budget for "Northgate Project".	Gutierrez	
	Per Linda, Northgate costs not to be a part of existing budget for acct.	Gutierrez	
7	Relocate chain link fencing before submittal (room for admin.bldg).	Russell	9/28/2010
8	Install asphalt for parking (not on plan, per board).	Gutierrez	
9	Asphalt bid (optional) to complete street north end of Northgate.	Gutierrez	
10	MetroLink approval NOT required (per Don Russell).	Gutierrez	
	City will require MetroLink approval for CDP.	Gutierrez	
	City will require OCTA approval for CDP.	Gutierrez	

CAPISTRANO BAY DISTRICT
AGENDA REPORT
December 7, 2010

Entry Project Report

ITEM H.1

Inspections and Mobile Office Certification

The building inspector passed the flagpole footing on 12/3 so the flagpole can now be installed. The contractor will be here on Monday or Tuesday to do this.

The Fire Department inspection on 12/2 did not pass. There is a problem with the coordination of the two sets of gates (entry and exit). When an emergency vehicle enters, the gates are supposed to be set up so that the strobe receiver (mounted on the guard shack) reads the strobe transmitter on the emergency vehicle and immediately overrides the gate functions and opens both sets of gates.

During the inspection, only the resident incoming gates would open. All other elements of the inspection were just fine. Fenceworks was contacted immediately and their tech guy was here all day on Friday to fix the problem which he was not able to accomplish. He will be back on Monday with a new 'relay' device which is what he thinks is the problem. A reinspection will be called as soon as the gates are properly coordinated.

Regarding the certification of the admin office structure: after all the back and forth with Mobile Mini over the past many months it comes down to this - the building has to be shipped back to Rialto for the inspection (this will be at their expense).

- the existing wood framed roof structure will be removed at the end of week of 12/6
- a temporary 8x20 storage unit will be trucked down here on Dec. 13 and dropped off
- we will immediately begin moving most of the furniture, cabinets, etc. out and into the temp unit.
- Mobile Mini will return on Dec. 14 to pick up the office and take to Rialto and inspect that day.
- They will then return the office either on the 14th in the afternoon or the morning of the 15th.
- we will then move back into the office and put the roof back on.

While this sounds like the most ridiculous procedure, I'm regarding it as an opportunity to take advantage of the down time and go through many of the files and purge out the unnecessary paperwork, etc.