



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA **BOARD OF DIRECTORS** **SPECIAL MEETING at 6:30 p.m.**

Thursday, June 8, 2022

This meeting is being held in accordance with the Brown Act as currently in effect and in compliance with the provisions of AB361 (Rivas), that allows attendance by members of the Board of Directors and Committees to conduct and participate in meetings of the legislative bodies by teleconference or video conference.

Members of the Public may participate via ZOOM online or by telephone:

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Meeting ID: 982 3385 8975

CALL SPECIAL MEETING TO ORDER AT 6:30 p.m.

ROLL CALL

Directors:	President:	Barbara Dye
	Vice-President	Nancy Marsh
	Director:	Matthew Clark
	Director:	Eric Suchomel
	Director:	David Seaton

Staff:	General Manager:	Chuck Duffy
	Assistant Manager:	Delia Comito

The Board has the right to take action on any of the items listed on the Agenda. The Board reserves the right to change the order of the agenda items, to postpone agenda items to a later date, or to table items indefinitely.

GENERAL PUBLIC PARTICIPATION

Public members may comment on matters under the jurisdiction of the District that are not on the agenda. Comments are limited to 3 minutes. See the instructions above to comment via ZOOM (online) or by telephone.

SPECIAL MEETING AGENDA

1. Consideration of Bartle Wells Associates Sewer Service Charge Report and Potential Increase in the Sewer Service Charge for Fiscal Years Ending 2023, 2024, and 2025.

Recommendation: Direct staff to begin the Prop 218 process to increase the sewer service charge in accordance with the sewer service charge report.

2. Consideration of an Ordinance Amending the District Code to Allow for the Setting of Sewer Service Charges by Fee Resolution.

Recommendation: 1. Read title and waive by motion the reading of the Ordinance.
2. Approve the ordinance subject to enactment after the second reading at a subsequent board meeting.

ADJOURN SPECIAL MEETING

This meeting is accessible to people with disabilities. If you have a disability and require special assistance related to participating in this teleconference meeting, please contact the District at least two working days in advance of the meeting at (650) 726-7093 or via email at dcomito@granada.ca.gov.

Except for records exempt from disclosure under section 6254 of the Public Records Act, all materials distributed for the discussion or consideration of items on the Agenda are disclosable to the public upon request, and shall be made available without delay or at the time of distribution to the Board. Please contact Delia Comito at (650) 726-7093 to request copies of Agenda materials.

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Consideration of Bartle Wells Associates Sewer Service Charge Report and Potential Increase in the Sewer Service Charge for FYE’s 2023, 2024, and 2025
Date: June 8, 2022

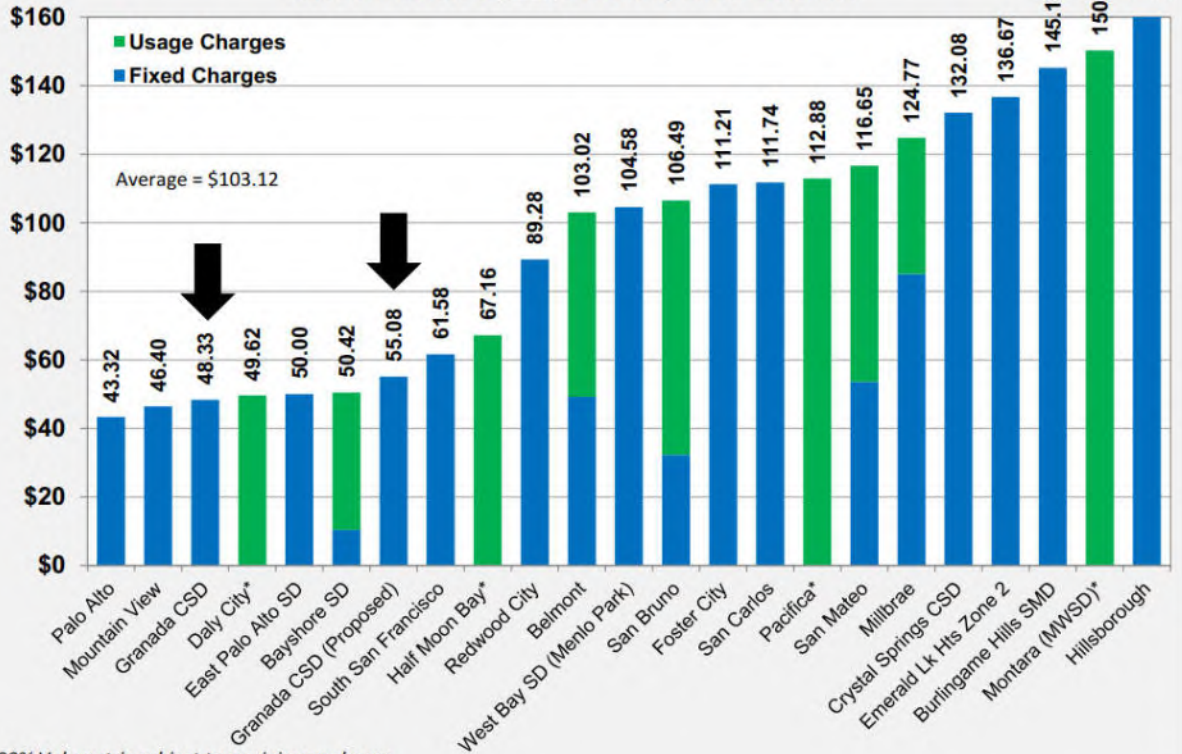
At our last board meeting, I presented a broad look at the Fiscal Year 2022/23 through 2024/25 Sewer District budget and corresponding proposed sewer service charge (SSC). I have also been working with Bartle Wells Associates on a draft sewer service charge rate report covering the next three years, which they have completed and is attached. The attached report proposes a 14% rate increase for each of the next three years. Even with this increase, the District’s rates would still be much lower than 2/3rds of area districts, as shown on the attached graph on the next page. This increase is needed to fund District operations and its capital maintenance program, as well as fund the District’s share of the Sewer Authority Mid-Coastside operations and capital program, which comprises over 65% of the District yearly costs.

- SAM has undertaken an infrastructure maintenance program which is projected to cost approximately \$2.5 to \$3.0 million per year for at least the next 5 years. GCSD’s share of that program will average about \$600,000 per year.
- Repair and replacement of collections system components – The District’s aging sewer system needs continual repair and replacement. Some of our sewer mains date back to 1920, and pose the potential to cause spills based on offsets in the pipe joints, and root intrusion through cracks and joints. Funding for this program will average about \$250,000 per year. The projects will be bundled into two year increments for ease of construction and cost savings.
- As decided by the board last year, District property tax revenues have been allocated solely to the Parks and Recreation Budget.
- Also of note is the Assessment District will complete the refunding of the money the general sewer district provided for the initial startup of the AD back in 1996. This will reduce Non-Operating revenues by approximately \$300,000 per year beginning with fiscal year 2023/24.
- A potential issue on the horizon is the possible reduction or elimination of the property tax ERAF refunds the district has been receiving for the past many years. This refund has averaged about \$300,000 over the past few years. The loss of this revenue will obviously affect the district as well.

The Prop 218 process requires that the District send a mailer to each ratepayer outlining the proposed new fee structure, and outlines a process for which ratepayers can comment or present written objections to the fee. After a minimum of 45 days after the mailing of the 218 notice, your board is required to hold a public hearing (scheduled for August 4th at 6:30 pm) to consider the proposed SSC increase and all objections received. Depending on the outcome of that hearing, your board will then vote on the proposed sewer service charge increase.

Single Family Residential Monthly Sewer Bills 2021/22

Based on flat rate or 6 hcf of monthly winter water use



*100% Volumetric subject to a minimum charge



Financial Projections

DRAFT

Sewer Enterprise

DRAFT June 2022



BARTLE WELLS ASSOCIATES
INDEPENDENT PUBLIC FINANCE ADVISORS

Table 1
 Granada CSD
 Historical and Current Rates

Residential Rate	FY 2020/21	FY 2021/22
Flat Rate Per Residence	\$580	\$580

Commercial User Rate	FY 2020/21	FY 2021/22
Rate per Hundred Cubic Feet (HCF) of Yearly Water Usage		
Commercial Category	Rate (per HCF)	Rate (per HCF)
Restaurant	\$10.76	\$10.76
Motel/Hotel	\$8.54	\$8.54
Office	\$4.79	\$4.79
Schools	\$4.86	\$4.86
Medical	\$5.17	\$5.17
Other Non-Residential	\$5.60	\$5.60

Table 2
Granada CSD
Revenue & Expenses

	Budget FY 2020-21	Budget FY 2021-22
SEWER - OPERATING REVENUES		
1 . Property Tax Allocation-Sewer (split between sewer and parks)	\$200,000	\$0
2 . Annual Sewer Service Charges	1,879,000	1,810,000
3 . Reim. from A.D. - Salary and Overhead	32,000	32,000
4 . Recology of the Coast Franchise Fee	33,000	33,000
5 . Miscellaneous	<u>4,000</u>	<u>4,000</u>
TOTAL REVENUES	\$2,148,000	\$1,879,000
SEWER - EXPENDITURES		
SEWER - SAM OPERATING EXPENSES		
1 . SAM General - Treatment	\$831,237	\$685,122
2 . SAM General - Administration	290,458	258,279
3 . SAM General - Environmental Compliance	34,172	37,570
4 . SAM Contract Collections Services	<u>186,574</u>	<u>244,612</u>
Sub-Total SAM Operations Expenditures	\$1,342,441	\$1,225,583
SEWER - GCSD ADMINISTRATIVE EXPENSES		
1 . Accounting	\$32,000	\$32,000
2 . Auditing	16,000	16,000
3 . Copier Lease	6,000	6,000
4 . Directors' Compensation	11,000	11,000
5 . Education & Travel Reimbursement	2,000	2,000
6 . Employee Salaries	178,000	220,000
7 . Employee Medical, Payroll Taxes, and Retirement	88,000	95,000
8 . CalPers and OPEB Unfunded Pension Liability Payments	50,000	0
9 . Engineering Services (General)	20,000	20,000
10 . Insurance	30,000	35,000
11 . Legal Services - General	30,000	40,000
12 . Legal Services - Project/Case Related	50,000	90,000
13 . Memberships	9,000	9,000
14 . Newsletter	7,000	7,000
15 . Office Lease	57,000	60,000
16 . Office Maintenance and Repairs	3,000	3,000
17 . Office Supplies	3,000	3,000
18 . Professional Services	85,000	85,000
19 . Publications & Notices	2,000	2,000
20 . Utilities	12,000	12,000
21 . Video Taping of Board Meetings	4,000	4,000
22 . Computers	2,500	2,500
23 . Lateral Repairs	25,000	25,000
24 . CCTV	25,000	15,000
25 . Pet Waste Stations	1,200	1,200
26 . Miscellaneous	<u>20,000</u>	<u>15,000</u>
Sub-Total GCSD Administration Expenditures	\$768,700	\$810,700
SEWER - TOTAL OPERATING EXPENDITURES	\$2,111,141	\$2,036,283

SEWER - OPERATING NET TO/(FROM) RESERVES	\$36,859	-\$157,283
SEWER - NON-OPERATING REVENUES		
1 . Interest on Reserves	\$58,000	\$18,000
2 . Connection Fees	38,000	28,000
3 . SAM Refund from Prior Year Allocation	1,000	1,000
4 . Repayment from Assessment District-Current FY	310,000	310,000
5 . ERAF Refund from Prior Year	<u>350,000</u>	<u>250,000</u>
TOTAL NON-OPERATING REVENUES	\$757,000	\$607,000
SEWER - CAPITAL PROJECTS		
1 . General Sewer Mainline System Repairs	\$10,000	\$10,000
2 . 6 Year Sewer Mainline Replacement Program	450,000	290,000
3 . Medio Creek Crossing Sewer Realignment	350,000	400,000
4 . SAM - Infrastructure Budget	<u>433,438</u>	<u>508,056</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS	\$1,243,438	\$1,208,056

Table 3
Granada CSD
Cash Ending Fund Balance

	Budget <u>FY 2021-22</u>
SEWER - CAPITAL RESERVE FUND BALANCE	
Cash and Cash Equivalents	\$2,400,000

Table 4
 Granada CSD
 CIP Program

CAPITAL PROJECTS	<u>FY 2021/22</u>	<u>FY 2022/23</u>	<u>FY 2023/24</u>	<u>FY 2024/25</u>	<u>FY 2025/26</u>	<u>FY 2026/27</u>
1. General Mainline System Repairs	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
2. 6 Year Sewer Mainline Replacement Program	450,000	250,000	250,000	250,000	250,000	250,000
3. Medio Creek Bridge Crossing Sewer Realignment	350,000	0	0	0	0	0
4. SAM - Capital Maintenance/Infrastructure Budget	<u>508,056</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>	<u>600,000</u>
TOTAL CAPITAL IMPROVEMENT PROJECTS	\$1,318,056	\$860,000	\$860,000	\$860,000	\$860,000	\$860,000

Table 5
Granada CSD
Sewer Enterprise Financial Projections

	Budget 2021-22	Projections		
		2022-23	2023-24	2024-25
Beginning Balance		\$2,400,000	\$2,209,855	\$1,906,593
Rate Adjustments		14.0%	14.0%	14.0%
Rate, Effective July 1st	\$580.00	\$661.00	\$754.00	\$860.00
Estimated ERUs		3,171	3,181	3,191
	Budget 2021-22	Projections		
		2022-23	2023-24	2024-25
<u>SEWER - OPERATING REVENUES</u>				
1 . Property Tax Allocation-Sewer	\$0	\$0	\$0	\$0
2 . Annual Sewer Service Charges	<u>1,879,000</u>	<u>2,096,031</u>	<u>2,398,474</u>	<u>2,744,260</u>
SUBTOTAL	\$1,879,000	\$2,096,031	\$2,398,474	\$2,744,260
<u>SEWER - NON-OPERATING REVENUES</u>				
1 . Interest on Reserves	\$18,000	\$12,000	\$11,049	\$9,533
2 . Connection Fees	28,000	47,000	47,000	47,000
3 . SAM Refund from Prior Year Allocation	1,000	0	0	0
4 . Repayment from Assessment District-Current FY	310,000	310,000	0	0
5 . ERAF Refund from Prior Year	<u>297,000</u>	<u>297,000</u>	<u>297,000</u>	<u>297,000</u>
SUBTOTAL	\$654,000	\$666,000	\$355,049	\$353,533
Total Revenue	\$2,533,000	\$2,762,031	\$2,753,523	\$3,097,793

ACCOUNT TITLE	Budget 2021-22	Projections		
		2022-23	2023-24	2024-25
<u>SEWER - SAM OPERATING EXPENSES</u>				
	5% annual escalation			
1 . SAM General - Treatment	\$685,122	\$719,502	\$755,477	\$793,251
2 . SAM General - Administration	258,279	262,388	275,507	289,283
3 . SAM General - Environmental Compliance	37,570	49,651	52,134	54,740
4 . SAM Contract Collections Services	<u>244,612</u>	<u>209,400</u>	<u>219,870</u>	<u>230,864</u>
SUBTOTAL	\$1,225,583	\$1,240,941	\$1,302,988	\$1,368,137
<u>SEWER - GCSD ADMINISTRATIVE EXPENSES</u>				
	5% annual escalation			
1 . Accounting	\$32,000	\$33,600	\$35,280	\$37,044
2 . Auditing	16,000	16,800	17,640	18,522
3 . Copier Lease	6,000	6,300	6,615	6,946
4 . Directors' Compensation	11,000	11,550	12,128	12,734
5 . Education & Travel Reimbursement	2,000	2,100	2,205	2,315
6 . Employee Salaries	220,000	231,000	242,550	254,678
7 . Employee Medical, Payroll Taxes, and Retirement	95,000	99,750	104,738	109,974
8 . CalPers and OPEB Unfunded Pension Liability Payments	0	0	0	0
9 . Engineering Services (General)	20,000	21,000	22,050	23,153
10 . Insurance	35,000	36,750	38,588	40,517
11 . Legal Services - General	40,000	42,000	44,100	46,305
12 . Legal Services - Project/Case Related	90,000	94,500	99,225	104,186
13 . Memberships	9,000	9,450	9,923	10,419
14 . Newsletter	7,000	7,350	7,718	8,103
15 . Office Lease	60,000	63,000	66,150	69,458
16 . Office Maintenance and Repairs	3,000	3,150	3,308	3,473
17 . Office Supplies	3,000	3,150	3,308	3,473
18 . Professional Services	85,000	89,250	93,713	98,398
19 . Publications & Notices	2,000	2,100	2,205	2,315
20 . Utilities	12,000	12,600	13,230	13,892
21 . Video Taping of Board Meetings	4,000	4,200	4,410	4,631
22 . Computers	2,500	2,625	2,756	2,894
23 . Lateral Repairs	25,000	26,250	27,563	28,941

24 . CCTV	15,000	15,750	16,538	17,364
25 . Pet Waste Stations	1,200	1,260	1,323	1,389
26 . Miscellaneous	15,000	15,750	16,538	17,364
SUBTOTAL	\$810,700	\$851,235	\$893,797	\$938,487
Total Operating Expenses	\$2,036,283	\$2,092,176	\$2,196,785	\$2,306,624
Net Revenue Before Capital(Loss)	\$496,717	\$669,855	\$556,738	\$791,169
Debt Service Coverage		N/A	N/A	N/A
<u>CAPITAL</u>				
Capital Improvement Program	\$1,318,056	\$860,000	\$860,000	\$860,000
SUBTOTAL	\$1,318,056	\$860,000	\$860,000	\$860,000
Total Exp & CIP	\$3,354,339	\$2,952,176	\$3,056,785	\$3,166,624
Net Revenue(Loss)	(\$821,339)	(\$190,145)	(\$303,262)	(\$68,831)
Ending Balance	\$2,400,000	\$2,209,855	\$1,906,593	\$1,837,762
<i>Days O&M in Reserve</i>	<i>430</i>	<i>386</i>	<i>317</i>	<i>291</i>

Table 6
 Granada CSD
 Assumed Wastewater Strength Factors

Strength Class

Examples:	Restaurant	Motel/Hotel	Office	Schools	Medical	Other Non-Residential
Flow (gpd)	221	221	221	221	221	221
BOD ¹ (mg/l)	650	500	210	215	250	270
TSS ² (mg/l)	600	435	210	215	210	260
Strength Factor	2.01	1.58	0.89	0.91	0.95	1.04

Strength Factor Formula $SF = (\text{Flow}(\text{gpd})/221) * (0.33 + (0.34 * \text{BOD}(\text{mg/l})/250) + (0.33 * \text{TSS}(\text{mg/l})/250))$

WW flows and strengths based on State Water Resources Control Board's Revenue Program Guidelines

1 "BOD" stands for Biochemical Oxygen Demand

2 "TSS" stands for Total Suspended Solids

Table 7
Granada CSD
Rate Calculation

Customer Class	EDUs ¹		ADWF ² Flow (gal/day)	Curent Estimate EDU x Flow ADWF Flow (gal/day)	BOD ³ (mg/l)	TSS ⁴ (mg/l)	Strength Factor	Calculated Current Rate
Residential								
Single Family Residential	2,307		221	509,847	250	250	1.00	\$580.00
Multifamily	282		221	62,314	250	250	1.00	\$580.00
Subtotal				572,161				
Commercial	Accounts	Use (gal/day)	Flow Factor	Estimated ADWF Flow (gal/day)	BOD (mg/l)	TSS (mg/l)	Strength Factor	Calculated Current Rate
Restaurant	12	22,333	100%	22,333	650	600	2.01	\$10.79
Motel/Hotel	73	18,557	100%	18,557	500	435	1.58	\$8.52
Office	5	1,241	100%	1,241	210	210	0.89	\$4.80
Schools	3	1,560	100%	1,560	215	215	0.91	\$4.87
Medical	0	0	100%	0	250	210	0.95	\$5.09
Other Non-Residential	105	65,179	100%	65,179	270	260	1.04	\$5.60
Subtotal		108,870		108,870				
Totals				681,032				

Check Against Lowest Actual Monthly Avg. Day Flow

- 1 "EDU" stands for Equivalent Dwelling Unit
 2 "ADWF" stands for Average Dry Weather Flow
 3 "BOD" stands for Biochemical Oxygen Demand
 4 "TSS" stands for Total Suspended Solids

Table 8
 Granada CSD
 Current and Proposed Rates

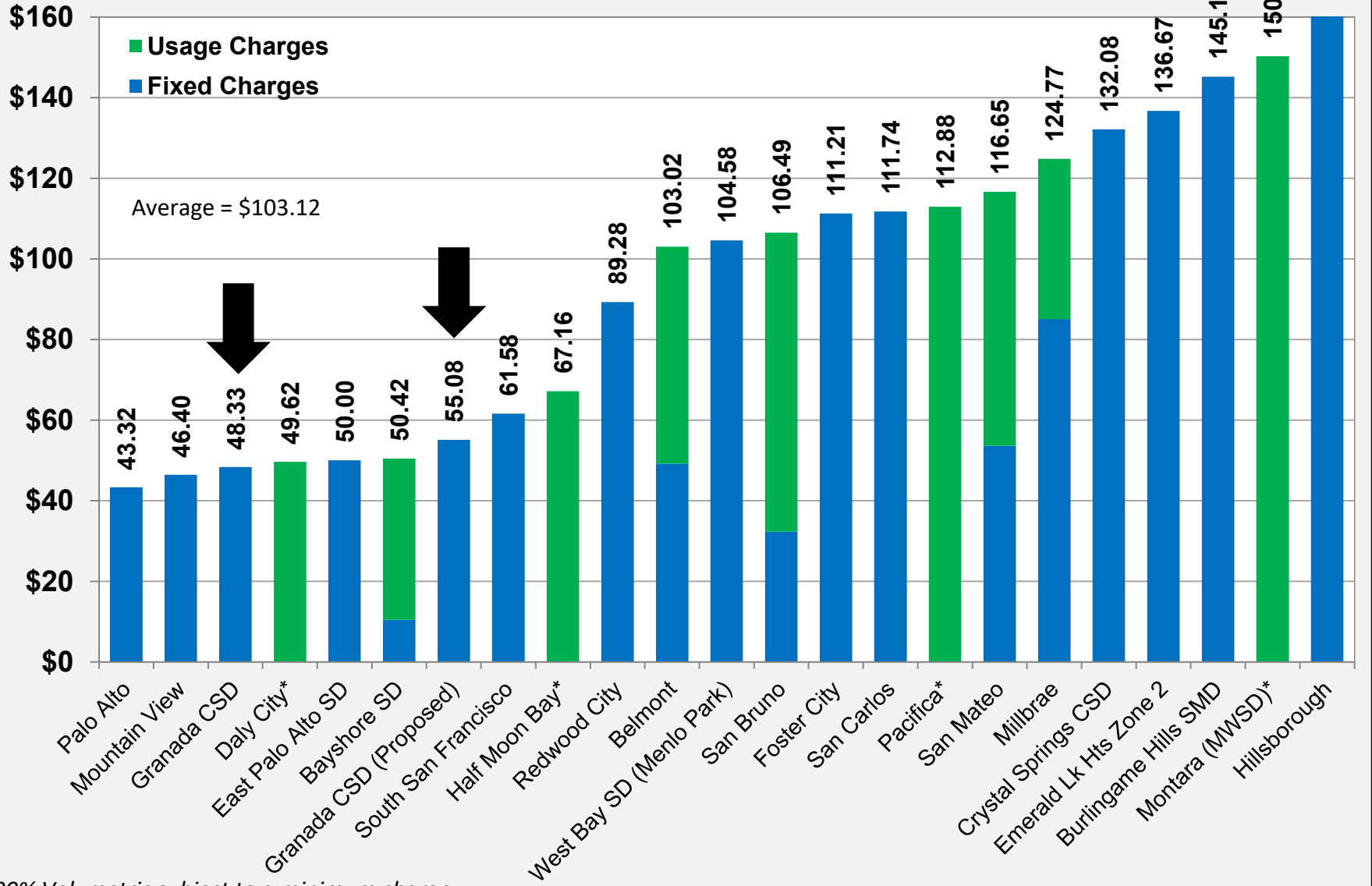
Overall Rate Increase % 14.0% 14.0% 14.0%

Residential Rate	Current	Recalculated Rate	FY 2022/23	FY 2023/24	FY 2024/25
Flat Rate Per Residence	\$580	\$580	\$661	\$754	\$860

Commercial User Rate	Current	Recalculated Rate	FY 2022/23	FY 2023/24	FY 2024/25
Rate per Hundred Cubic Feet (HCF) of Yearly Water Usage					
Commercial Category	Rate (per HCF)	Rate (per HCF)	Rate (per HCF)	Rate (per HCF)	Rate (per HCF)
Restaurant	\$10.76	\$10.79	\$12.30	\$14.02	\$15.98
Motel/Hotel	\$8.54	\$8.52	\$9.71	\$11.07	\$12.62
Office	\$4.79	\$4.80	\$5.47	\$6.24	\$7.11
Schools	\$4.86	\$4.87	\$5.56	\$6.34	\$7.23
Medical	\$5.17	\$5.09	\$5.81	\$6.62	\$7.55
Other Non-Residential	\$5.60	\$5.60	\$6.38	\$7.27	\$8.29

Single Family Residential Monthly Sewer Bills 2021/22

Based on flat rate or 6 hcf of monthly winter water use



*100% Volumetric subject to a minimum charge



GRANADA COMMUNITY SERVICES DISTRICT

Board of Directors
Barbara Dye, President
Nancy Marsh, Vice President
Eric Suchomel, Director
Matthew Clark, Director
David Seaton, Director

June 9, 2022

Dear Property Owner,

Pursuant to the requirements of Proposition 218 (Article XIII D of the California Constitution) and related implementing statutes, NOTICE IS HEREBY GIVEN to you (as record owner of an identified parcel) that a public hearing will be held by the Board of Directors of the Granada Community Services District on the date and at the time and place specified below to consider rate increases for sewer service charges. At the hearing, all written protests and other comments of persons interested in the subject matter will be considered.

**Notice of Public Hearing
Regarding Proposed Increases in Rates for
Sewer Service**

A public hearing on proposed rate increases for sewer services will be held by the Granada Community Services District Board of Directors on:

Date: Thursday, August 4, 2022

Time: 7:30 p.m.

Place: Via Zoom meeting – Link information will be available on the District website and at the District Office at 504 Avenue Alhambra, 3rd Floor, El Granada, California 94018

Protecting public health and safety, and the environment, through effective sewer service is a fundamental responsibility of the Granada Community Services District. The purpose of the sewer service charge is to collect revenue for the costs of operation, maintenance, repair, replacement, and construction of the District's wastewater facilities used for the collection and treatment of wastewater. The sewer service charge includes the District's share of the cost of operations, maintenance, and capital improvements of the Sewer Authority Mid-Coastside's wastewater treatment plant and system, and for other expenditures deemed necessary by the District in order to conduct the business of the District, except to the extent prohibited by Sections 5471 and 6520.5 of the California Health and Safety Code (generally acquisition or construction of additional local street sewers or laterals which are an augmentation to an existing sewer system). The proposed sewer service charges were calculated by the District in order to evenly spread applicable costs amongst sewer users according to the cost of providing service to that user.

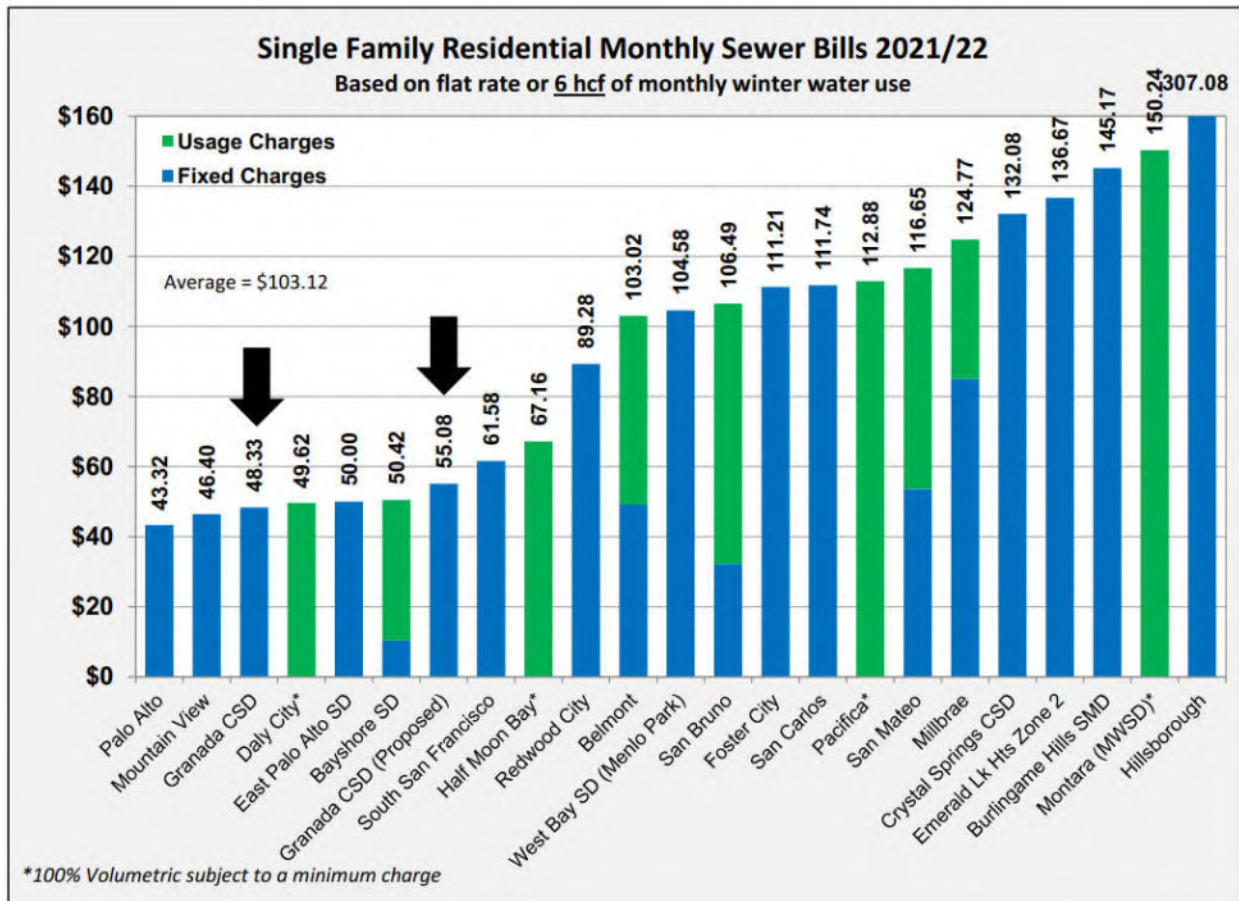
The major reasons driving the proposed sewer service charge rate increases are:

- Increased costs at the Sewer Authority Mid-Coastside (SAM) – SAM operates the Sewer Treatment Plant and Intertie Pipeline System which enable conveyance and treatment of the District’s sewage to a level suitable for safe disposal. Costs at SAM represent over 65% of the District’s total costs, and have increased substantially over the past several years due to operational increases and capital projects necessary to protect the public health and safety and comply with government regulations.
- Repair and replacement of District collections system components – The District’s aging sewer system needs continual repair or replacement. Older sewer mains pose a potential for spills due to offsets in the pipe joints, root intrusion, or cracks in pipes.

With the proposed increases, GCSD’s sewer rates are still low in comparison to other sewer service providers in the County, as shown on the graph below. Also listed below are the District’s residential rates for the past 8 years.

Residential Sewer Service Charge Rate History

FY 2014/15	\$402	FY 2018/19	\$460
FY 2015/16	\$402	FY 2019/20	\$520
FY 2016/17	\$402	FY 2020/21	\$580
FY 2017/18	\$402	FY 2021/22	\$580



The table below lists the proposed sewer service charge increases to be considered at the public hearing. The Board of Directors may adopt rate increases effective through FY 2024/25. If approved, the new annual rates will be collected on the respective fiscal year's San Mateo County tax roll.

Residential Rate	Current Fiscal Year Rate	Proposed FY 2022/23 Rate	Proposed FY 2023/24 Rate	Proposed FY 2024/25 Rate
Flat Rate Per Residence	\$580	\$660	\$755	\$860

Commercial User Rate Rate per Hundred Cubic Feet (HCF) of Yearly Water Usage	Current Fiscal Year Rate	Proposed FY 2022/23 Rate (per HCF)	Proposed FY 2023/24 Rate (per HCF)	Proposed FY 2024/25 Rate (per HCF)
Restaurant	\$10.76	\$12.30	\$14.02	\$15.98
Motel/Hotel	\$8.54	\$9.71	\$11.07	\$12.62
Office	\$4.79	\$5.47	\$6.24	\$7.11
Schools	\$4.86	\$5.56	\$6.34	\$7.23
Medical	\$5.17	\$5.81	\$6.62	\$7.55
Other Non-Residential	\$5.60	\$6.38	\$7.27	\$8.29

Protest Procedures:

At the Public Hearing noticed above, the Granada Community Services District Board of Directors will consider public comment as well as written protests by ratepayers and property owners against the proposed increases to sewer service charges. Any person may appear at the public hearing and be heard on any matter related to the proposed increase in rates.

Written protests must be signed by the property owner responsible for payment of the charges and it must include the assessor's parcel number (APN). Mailed protests or delivered protests must be received by the Board of Directors or its Secretary on or before the close of the Board's public hearing on August 4, 2022. If you wish to mail a written protest, please send it in a sealed envelope addressed to the Granada Community Services District, P.O. Box 335, El Granada, CA 94018; *ATTN: SEWER SERVICE CHARGE INCREASE*. Only one protest may be filed per parcel.

If written protests are presented by a majority of affected property owners prior to the close of the public hearing, the Board of Directors cannot adopt the proposed rate increases.

The Granada Community Services District is committed to providing quality service, a safe, efficient sewer system, and protecting the ocean and harbor waters, while controlling costs. The District will continue its mission to serve the community, and to operate in an economical and environmentally responsible manner.

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Consideration of an Ordinance Amending the District Code to Allow for the Setting of Sewer Service Charges by Fee Resolution
Date: June 8, 2022

The attached Ordinance 176 amends the District Code to allow for the setting of the sewer service charge by Fee Resolution. This change is ministerial in nature (though will obviously affect any actions taken on the prior SSC item). Setting fees by ordinance is a somewhat cumbersome process, and any simple technical error can result in the ordinance not becoming active in a timely manner.

GRANADA COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 176

**AN ORDINANCE AMENDING THE DISTRICT ORDINANCE CODE
REGARDING RATES AND CHARGES FOR SEWER SERVICE**

The Board of Directors of the Granada Community Services District ordains as follows:

Section 1. Section 700(04) of the Granada Community Services District Ordinance Code is hereby amended in its entirety to read as follows:

700(04). Residential Customers Sewer Service Charge.

Residential Customer Rate. The flat rate sewer service charge for residential customers shall be set by Fee Resolution by the District Board as may be adopted from time to time.

Section 2. Section 700(05) of the Granada Community Services District Ordinance Code is hereby amended in its entirety to read as follows:

700(05) Non-Residential Customers Sewer Service Charge.

(A) Commercial User Rate. The sewer service charge for commercial users shall be set by Fee Resolution by the District Board as may be adopted from time to time.

Rates are adopted to reflect typical water use, biochemical oxygen demand, and suspended solids concentration in the wastewater for various classes of commercial users. If the quality of discharge from any user is of such character that in the opinion of the District's Engineer such discharge shall impose a more than normal maintenance burden on District's system, the user contributing such discharge shall pay a service charge to be determined by the District to reflect the atypical characteristics of the user's waste.

Section 3. In accordance with the California Environmental Quality Act ("CEQA" — Public Resources Code § 21000 *et seq.*) and the regulations promulgated pursuant to CEQA, the District Board finds that this Ordinance concerns the method and establishment and modification of rates and charges for the purposes of maintenance, operation, construction, conveyance, treatment, and disposal of wastewater, including the District's share of the cost of construction, operation, and maintenance of the Sewer Authority Mid-Coastside's wastewater facilities, and for other expenditures deemed necessary by the District in order to conduct the business of the District, except to the extent prohibited by Sections 5471 and 6520.5 of the Health and Safety Code, and hence is exempt from CEQA. ("CEQA" — Guidelines § 15273).

Section 4. Within 15 days after passage, this Ordinance shall be entered in the minutes of the District Board and shall be published once in the Half Moon Bay Review, or such other newspaper of general circulation in the County of San Mateo as may be determined by the District General Manager, with the names of the members voting for and against the ordinance. This Ordinance is effective 30 days from the date of final passage.

The above and foregoing Ordinance was passed and adopted at the regular meeting of the Board of Directors of the Granada Community Services District held on the ___th day of _____ 2022, by the following vote:

AYES, and in favor thereof, Members:
NOES, Members:
ABSENT, Members:
ABSTAIN: Members:

Signed:

Barbara Dye, President

Countersigned and attested:

Delia Comito, Secretary

GRANADA COMMUNITY SERVICES DISTRICT

ORDINANCE NO. 176

AN ORDINANCE AMENDING THE DISTRICT ORDINANCE CODE REGARDING RATES AND CHARGES FOR SEWER SERVICE

The Board of Directors of the Granada Community Services District ordains as follows:

Section 1. Section 700(04) of the Granada Community Services District Ordinance Code is hereby amended in its entirety to read as follows:

700(04). Residential Customers Sewer Service Charge.

Residential Customer Rate. The flat rate sewer service charge for residential customers ~~are shall be~~ set by Fee Resolution by the District Board as may be adopted from time to time. ~~the fiscal years listed below, commencing July 1 of each year, will be as follows:~~

Flat Rate	FY 2018/19	FY 2019/20	FY 2020/21
Per Residence	\$460	\$520	\$580

~~The rate for FY 2020/21 of \$580 per residence shall continue in effect in subsequent fiscal years until this section is amended or repealed.~~

Section 2. Section 700(05) of the Granada Community Services District Ordinance Code is hereby amended in its entirety to read as follows:

700(05) Non-Residential Customers Sewer Service Charge.

(A) Commercial User Rate. The sewer service charge for commercial users shall be set by Fee ~~are set by~~ Resolution by the District Board as may be adopted from time to time. ~~the fiscal years listed below, commencing July 1 of each year, will be as follows:~~

Rate per Hundred Cubic Feet (HCF) of Yearly Water Usage	FY 2018/19 Rate (per HCF)	FY 2019/20 Rate (per HCF)	FY 2020/21 Rate (per HCF)
Restaurant	\$8.54	\$9.65	\$10.76
Motel/Hotel	\$6.77	\$7.66	\$8.54

Office	\$3.80	\$4.29	\$4.79
Schools	\$3.86	\$4.36	\$4.86
Medical	\$4.10	\$4.63	\$5.17
Other Non-Residential	\$4.44	\$5.02	\$5.60

~~The rates for FY 2020/21 as stipulated in the table above shall continue in effect in subsequent fiscal years until this section is amended or repealed.~~

~~When charges are herein specified to be made in accordance with the use of water, such rates shall be computed on the basis of the water used during the preceding fiscal year. In no event shall an annual sewer service charge be of less than the current year's Residential Customer Rate be charged to and collected from each of the above-described establishments.~~

~~These~~ Rates **are adopted** ~~were developed~~ to reflect typical water use, biochemical oxygen demand, and suspended solids concentration in the wastewater for various classes of commercial users. If the quality of discharge from any user is of such character that in the opinion of the District's Engineer such discharge shall impose a more than normal maintenance burden on District's system, the user contributing such discharge shall pay a service charge to be determined by the District to reflect the atypical characteristics of the user's waste.

~~(B) For purposes of subsections 700(05)(A) and (B) above, the term "Annual Water Usage" is defined as the total metered water consumption for the user's premises (measured in hundreds of cubic feet) for the preceding 12-month period ending on March 30th, or such other 12-month period as determined by the District to be representative of the user's water consumption.~~

~~(C) Industrial User Rate. The sewer service charge rate for each fiscal year commencing the first day of July for industrial users shall be as determined by the District on a case-by-case basis taking into account the volume of wastewater discharges, loading factors for biochemical oxygen demand, chemical oxygen demand, and suspended solids, and other relevant factors.~~

Section 3. In accordance with the California Environmental Quality Act ("CEQA" — Public Resources Code § 21000 *et seq.*) and the regulations promulgated pursuant to CEQA, the District Board finds that this Ordinance concerns the [method and](#) establishment and modification of rates and charges for the purposes of maintenance, operation, construction, conveyance, treatment, and disposal of wastewater, including the District's share of the cost of construction, operation, and maintenance of the Sewer Authority Mid-Coastside's wastewater facilities, and for other expenditures deemed necessary by the District in order to conduct the business of the District, except to the extent prohibited by Sections 5471 and 6520.5 of the Health and Safety Code, and hence is exempt from CEQA. ("CEQA" — Guidelines § 15273).

Section 4. Within 15 days after passage, this Ordinance shall be entered in the minutes of the District Board and shall be published once in the Half Moon Bay Review, or such other newspaper of general circulation in the County of San Mateo as may be determined by the District General Manager, with the names of the members voting for and against the ordinance. This Ordinance is effective 30 days from the date of final passage.

The above and foregoing Ordinance was passed and adopted at the regular meeting of the Board of Directors of the Granada Community Services District held on the ___th day of _____ 2022, by the following vote:

AYES, and in favor thereof, Members:
NOES, Members:
ABSENT, Members:
ABSTAIN: Members:

Signed:

Barbara Dye, President

Countersigned and attested:

Delia Comito, Secretary