



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA

BOARD OF DIRECTORS

SPECIAL MEETING at 7:00 p.m.

REGULAR MEETING at 7:30 p.m.

Thursday, November 19, 2020

**DUE TO THE SHELTER IN PLACE ORDER BY
SAN MATEO COUNTY IN RESPONSE TO COVID-19,
THIS MEETING WILL BE HELD VIA TELECONFERENCE
AS PERMITTED BY THE GOVERNOR'S EXECUTIVE ORDER N-29-20.**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/82285817712>

Meeting ID: 822 8581 7712

One tap mobile

+16699009128,,82285817712# US (San Jose)

Dial by your location

+1 669 900 9128 US (San Jose)

Meeting ID: 822 8581 7712

CALL SPECIAL MEETING TO ORDER AT 7:00 p.m.

<u>ROLL CALL</u>	Directors:	President:	Barbara Dye
		Vice-President:	Matthew Clark
		Director:	Jim Blanchard
		Director:	David Seaton
		Director:	Eric Suchomel
Staff:	General Manager:	Chuck Duffy	
	Legal Counsel:	Bill Parkin	
	Assistant Manager:	Delia Comito	
	Parks Coordinator:	Claudia Marshall	

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.

ADJOURN TO CLOSED SESSION

Board members will convene to a separate conference line for closed session.

- 1. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**
City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County Superior Court Case No. 17CV316927.
- 2. Conference with Real Property Negotiator (Government Code Section 54956.8).** Property: 531 Obispo Road, El Granada, California.
District's Negotiator: Chuck Duffy
Negotiating parties: Coastside Fire Protection District and Granada Community Services District
Under negotiation: Instruction to negotiator will concern price and terms of payment.
- 3. Conference with Legal Counsel—Existing Litigation (Government Code §54956.9(d)(1)).**
Saxton v. Granada Community Services District (EEOC No. 550-2020-00699).

RECONVENE TO OPEN SESSION

Report any reportable action taken in Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER AT 7:30 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

Members of the Public may participate via ZOOM online or by telephone. (See instructions on first page).

ACTION AGENDA

- 1. Consideration of Resolution Commending Director Jim Blanchard for His Service to the District.**
Recommendation: Approve the Resolution.
- 2. Report on Parks and Recreation Activities.**
Recommendation: For Board Information.
- 3. Consideration of Proposal with Katkin Architecture for 531 Obispo Road Feasibility Study for Redevelopment as a Community Center and District Office.**
Recommendation: To be made by the Board.

4. Consideration of District Office Lease.

Recommendation: Approve the Lease Agreement.

5. Consideration of Sewer Authority Mid-Coastside Report.

Recommendation: For Board Information.

CONSENT AGENDA

- 6. October 15, 2020 Special and Regular Meeting Minutes.**
- 7. November 2020 Warrants.**
- 8. September 2020 Financial Statements.**
- 9. Assessment District Distribution #5-20/21.**

COMMITTEE REPORTS

- 10. Report on seminars, conferences, or committee meetings.**

INFORMATION CALENDAR

- 11. Attorney's Report. (Parkin)**
- 12. General Manager's Report. (Duffy)**
- 13. Administrative Staff Report. (Comito)**
- 14. Engineer's Report. (Kennedy Jenks)**
- 15. Future Agenda Items.**

ADJOURN REGULAR MEETING

At the conclusion of the October 15, 2020 Meeting:

Last Ordinance adopted: No. 172

Last Resolution adopted: No. 2020-008

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 NOTICE

There are no documents for Closed Session.

ITEM #1



GRANADA COMMUNITY SERVICES DISTRICT

RESOLUTION 2020-009

A RESOLUTION COMMENDING JAMES BLANCHARD FOR HIS HONORABLE SERVICE TO THE PUBLIC AS A DISTINGUISHED MEMBER OF THE GRANADA COMMUNITY SERVICES DISTRICT BOARD OF DIRECTORS

WHEREAS, it is appropriate for the Board of Directors to commend a fellow member who has diligently served the District, consistently performed his duties, and honorably distinguished himself as a passionate public servant;

WHEREAS, *James Blanchard* has honorably served on the District Board of Directors from August 2013 through November 2020, and during that time, served as Vice President from January 2016 to November 2016, and Board President from December 2016 to December 2017;

WHEREAS, *James Blanchard* has honorably served as the District's representative on the Sewer Authority Mid-Coastside Board of Directors from June 2017 through September 2020;

WHEREAS, *James Blanchard* has demonstrated his dedication to the District's mission to protect public health and safety, to preserve the environment, and to maintain the fiscal soundness of the District;

WHEREAS, *James Blanchard* is hereby commended for his efforts to provide exemplary service for wastewater, solid waste, and recycling collection services at a low cost for the District's rate payers;

WHEREAS, *James Blanchard* is hereby commended for his dedication to the preservation of the property known as the Burnham Strip for the benefit of the community as recreational open space and for preservation and restoration of the natural landscape and habitat;

WHEREAS, *James Blanchard* was instrumental in the District's reorganization into a Community Services District which added the essential public services of parks and recreation for the health and well being of all District residents;

* * * * *

NOW THEREFORE, be it resolved that the Granada Community Services District hereby honors *James Blanchard* for his distinguished service to the community, and expresses their deep appreciation and gratitude for his service to the District; and

NOW THEREFORE, be it further resolved that the Granada Community Services District staff members and District Board of Directors hereby extend best wishes to *James Blanchard* in all of his future endeavors.

This Resolution was duly and regularly adopted at a meeting of the Board of Directors of the Granada Community Services District, San Mateo County, California, held on the 19th day of November, 2020, by the following vote:

AYES: Clark, Dye, Seaton, and Suchomel.

NOES: None.

ABSENT: None.

ABSTAIN: None.

Approved:

Barbara Dye, Board President

Attest:

Delia Comito, Board Secretary

Certificate of Appreciation

Awarded to

James Blanchard

*for his distinguished service as a member of the
Granada Community Services District
Board of Directors*

*From August 2013 to November 2020
and for his contributions to the Coastside community served*

Board of Directors:

President, Barbara Dye

Director, David Seaton

Dated: November 19, 2020

Vice President, Matthew Clark

Director, Eric Suchomel

ITEM #2

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #3



November 06, 2020
To: Granada Community Services District
Attn.: Barbara Dye
From: Rebecca Katkin
Proposal for Architectural Services

Scope of Services

I understand the project to include Architectural analysis and feasibility study of the existing Fire Station at 531 Obispo Road, for redevelopment as a community center and offices for the Granada Community Services District. Proposed services include:

- 1) Review of property zoning and planning regulations to establish parameters for development, with summary report.
- 2) Development, in conjunction with the GCSD board, of a Project Program outlining the proposed spatial and architectural wants and needs of the organization. This includes attendance at board meetings as required to clarify the type and quantity of spaces to be developed, with projections for indoor and outdoor spatial needs. If the GCSD Board determines that a community outreach phase is important to understand how the new facility can best serve the community, stakeholder surveys and informational materials for public presentations can be provided as an additional service.
- 3) Graphic analysis and Feasibility Study of the Fire Station building and site, with plan diagrams showing building and site characteristics, feasible uses of the existing site and structure, and initial assessment of the property's appropriateness to serve the GCSD's proposed program. Katkin Architecture will utilize the Information from the Appraisal document, Inspection Report, and any plans provided by GCSD, as the basis for site analysis. We will develop the site sketch provided or, if GCSD elects to commission measured drawings of the building, we will use those more exact drawings as the basis for analysis and presentation.

Reliance on Information & Services Provided to Us

We will be entitled to reasonably rely on the accuracy and completeness of the information you provide regarding your design requirements. If outside services are required for us to complete our work, you are responsible for their cost, and we are entitled to reasonably rely upon their accuracy.

Compensation

1) Basis of Compensation/ Design Services

Katkin Architecture will work on a time and materials basis, with monthly invoices, at standard rates, with reimbursable expenses added. Estimated time to complete the work is as follows:

Position	Rate	Hours	Tasks
<i>Principal</i>	\$250/hr.	8	Regulatory Review & Report
		8*	Program Development - * Incl. 2 board meetings, additional meetings upon request
		20	Site Analysis / Feasibility Study
<i>Project Staff</i>	\$ 150/hr.	20	Production & Administrative Support

The time required to complete the work may vary, depending on actual time and effort required. The total cost for the outlined services will not exceed \$13,600

2) **Additional Services**

It is contemplated that you may, from time to time, desire services not outlined in the basic scope of work. These “additional services” are performed by us at your request and with my agreement, but without signing a new contract. Time for performing additional services will be billed to you under the same terms and rates as basic services. Additional services could include, but are not limited to, the following:

- A) Field Measurements
- B) Space Planning / Design
- C) Permitting

3) **Reimbursable Expenses**

Reimbursable Expenses are the actual expenditures made by me for this project and will be billed to you at standard rates or their actual cost to us. Reimbursable expenses include but are not limited to:

- A) Outside printing and reproduction services;
- B) Professional consultants to us, as authorized by you, plus 10%;
- C) Transportation , Parking and Mileage at standard rates;
- D) Postage, courier and messenger services

4) **Terms of Payment**

You and I agree that the payment for services rendered by us will be as follows:

- A) A \$1,000 deposit is due prior to commencement of work. This deposit will be deducted from your final invoice. Any balance remaining will be refunded to you immediately upon completion of the job.
- B) I will invoice you monthly for all hours worked - basic and additional services hours, and reimbursable expenses.
- C) Payment by you of my invoices is not conditional upon the happening of any other event, and is due upon receipt of the invoice.
- D) With the exception of any amounts specifically disputed, any invoiced amount not paid within 30 calendar days of the date of the invoice will include an interest and service charge of 1% per month. The right to object to an amount is waived if we do not receive your specific written objection within 30 calendar days of an invoice date.
- E) If I do not receive a proper objection, and you fail to pay within 60 calendar days of receipt of any invoice, I may, after 7 calendar days written notice, suspend services until the outstanding balances are paid.

Miscellaneous Provisions

1) **Construction Costs**

It is understood that neither you nor I control the construction costs. Accordingly, I cannot warrant or represent that actual construction costs will not vary from any estimates prepared or suggested by us concerning such costs.

2) **Construction Observation**

Construction Observation will be performed upon request. Katkin Architecture is not responsible for the means and methods, techniques, sequences and procedures of construction. The contractor shall be solely responsible for initiating, maintaining and supervising safety precautions in connection with the work, for the safety of persons and property, and their protection from damage, injury or loss.

3) **Professional Licensure**

You understand that Rebecca Katkin, R.A. is a registered architect, licensed by the States of California and Colorado, and LEED (Green Building Professional) Certified by the GBCI.



4) Liability

A) Standard of Care: Katkin Architecture shall perform its services under this agreement in accordance with usual and customary professional care and with generally accepted architectural practices in effect at the time the services are rendered. Katkin Architecture makes no representation, warranty, or guarantee, express or implied, as to its findings, recommendations, plans, specifications, drawings, or professional judgment or advice other than the representation contained in this paragraph.

B) Limitations: The total liability of Katkin Architecture, its agents and consultants, to the owner or anyone claiming through or under the owner for any injuries, claims, losses, expenses, or damages whatsoever, to the extent caused by Architect's negligent acts, errors or omissions, liability shall not exceed the total compensation received by Katkin Architecture under this agreement.

5) Ownership of Documents

All drawings, specifications and other documents prepared by Katkin Architecture and its consultants are furnished to the owner solely for use with respect to this project. This includes electronic documents. Katkin Architecture shall be considered the author and owner of its instruments of service. The instruments of service shall not be used by the owner for future additions or alternations to this project, or for other projects, without the prior written agreement of Katkin Architecture. Any unauthorized use shall be at the owner's sole risk, and without liability to Katkin Architecture or its consultants.

5) Termination

Either party may terminate this agreement upon 7 calendar days written notice. In the event of termination, you will compensate us for all services performed and expenses incurred to the date of termination, and for all reasonable or unavoidable expenses related to such termination.

6) Arbitration

In the event of a specific fee dispute, you and I agree to negotiate the terms of payment. If this fails to achieve a result agreeable to both parties, you and I agree to binding arbitration to settle the dispute.

7) Entire Agreement

This letter is the entire agreement between you and me. Any changes or additions to this agreement must be in writing and signed by both of parties.

Respectfully submitted,
Rebecca Katkin, R.A., LEED A.P.

Agreed to Accept with the intent to be legally bound:

By	Rebecca Katkin	Date
_____		_____
	Barbara Dye	Date
_____		_____

McEVROY FOUNDATION FOR THE ARTS



Photo credit: Hendrik Kam

PROJECT INFORMATION

*5,400 sq.ft. Arts Exhibition and Cultural Events Center
San Francisco, Ca.
2017*

The McEvoy Foundation for the Arts is a multifaceted art exhibition, performance space and cultural institution. Initially built to house the collections of the McEvoy family (comprised of 20th and 21st Century painting, prints, sculpture, photography, and video projects), The McEvoy Foundation includes three main galleries, a front reception area with additional workspaces, and a screening room. These flexible galleries and furnishings can be arranged to support a variety of community gatherings from film screenings and exhibitions to lectures and live concerts. Behind the scenes there are custom art storage facilities and co-working space for a staff of five that includes video conferencing capabilities and a kitchenette.

Converting this building — formerly an uninsulated, metal warehouse — to meet the needs of The McEvoy Foundation and international museum standards for art handling entailed overcoming significant technical challenges. Katkin Architecture coordinated with a team of acoustic, lighting, and mechanical consultants for a full interior redesign of the space. For example, the interior was designed to meet a 4-degree temperature differential, to control for uv light and humidity, to reduce the reverberation time of ambient sound from 5 seconds to under 1 second, and to include a theater-quality audio visual system in the sound-insulated multimedia screening room and main gallery, and with a security system that protects works of art exceeding \$10M in value.

Katkin Architecture provided full interior design services for the offices, film center, and galleries. The project design, permitting and construction were completed in under a year.



Photo credit: Hendrik Kam



Rendering: Alberto Malagon



Photo credit: Hendrik Kam

ALTMAN SIEGEL GALLERY



Photo credit: Rebecca Katkin

PROJECT INFORMATION

5,000 sq.ft. Art Gallery and Offices
San Francisco, Ca.
2016

Altman Siegel Gallery is an internationally renowned contemporary art gallery, the largest in San Francisco. The gallery space includes a cascading sequence of large, medium and small public viewing rooms for exhibitions and openings scheduled throughout the year. Additionally, behind unobtrusive sliding doors that match the thick, white walls, there is a private viewing room for individual works to be presented to collectors in a more intimate setting. For the staff there is a front suite that includes a shared office with desks and tables for gathering, an executive office, and a front reception area. Behind the galleries, there is also a large back of house with customized racking for the storage, preparation and packing of art works of all sizes as well as a kitchenette and food preparation area for openings and other catered events.

The specific request of the gallerist was for the architecture to serve as a silent backdrop to the ever-changing art on display. The industrial shell was left untouched above a 15' datum line, with all surfaces below intended to recede visually in order for the art to stand forward. Steel beams that disclose the building's previous use as an uninsulated storage warehouse punctuate the open ceiling, accentuating the feeling of expansiveness, while thin rods of light hang overhead. In the offices however, a more casual feeling was constructed with rooms that are more warm and cozy to facilitate working together.

The project included coordination of lighting design and interior design teams, and was completed in 10 months. Katkin Architecture also provided architectural design for the gallery's previous gallery and office space, completed in 2011.



Photo credit: The Morrisons



Photo credit: The Morrisons

Valley View Residence and Library



Photo credit: Tiago Pinto

PROJECT INFORMATION

*3,600 sq.ft. Private Residence and Library
Orinda, Ca.
2017 and 2019*

The Valley View Residence project consists of architectural improvements to an existing home including interior architecture and design, custom furniture, rugs and cabinetry, lighting, and landscape features. A major component of the project was the development of an unused 600 sq.ft. space above the garage as a library and reading room, with custom cabinetry by Berkeley Mills. Custom offices were also designed for both of the home owners, in addition to space planning, furniture layouts, purchasing, installation and custom furniture design throughout the home.

The custom aspects of this project involved a rigorous attention to the details of texture, pattern, durability, ergonomic functionality, and systems integration. Katkin Architecture managed each aspect of the project, from design through bidding and negotiation with vendors and tradespeople, to construction management, and down to the installation of furniture and placement of art.

After completing the project in 2017, a fire damaged several of the rooms in the home in 2019. Katkin Architecture managed the reconstruction of these spaces and simultaneously began a landscape design phase of work, in coordination with Shed Landscape Architecture.



Rendering: Alberto Malagon



Rendering: Alberto Malagon

ITEM #4



OPTION(S) TO EXTEND STANDARD LEASE ADDENDUM

Dated 11/6/2020

By and Between (Lessor) Gaetani Real Estate

By and Between (Lessee) Granada Community Services District

Address of Premises: 504 Avenue Alhambra Suite 301-305

El Granada, CA 94018

Paragraph 2

A. OPTION(S) TO EXTEND:

Lessor hereby grants to Lessee the option to extend the term of this Lease for one additional 36 month period(s) commencing when the prior term expires upon each and all of the following terms and conditions:

(i) In order to exercise an option to extend, Lessee must give written notice of such election to Lessor and Lessor must receive the same at least 2 but not more than 6 months prior to the date that the option period would commence, time being of the essence. If proper notification of the exercise of an option is not given and/or received, such option shall automatically expire. Options (if there are more than one) may only be exercised consecutively.

(ii) The provisions of paragraph 39, including those relating to Lessee's Default set forth in paragraph 39.4 of this Lease, are conditions of this Option.

(iii) Except for the provisions of this Lease granting an option or options to extend the term, all of the terms and conditions of this Lease except where specifically modified by this option shall apply.

(iv) This Option is personal to the original Lessee, and cannot be assigned or exercised by anyone other than said original Lessee and only while the original Lessee is in full possession of the Premises and without the intention of thereafter assigning or subletting.

(v) The monthly rent for each month of the option period shall be calculated as follows, using the method(s) indicated below: (Check Method(s) to be Used and Fill in Appropriately)

I. Cost of Living Adjustment(s) (COLA)

a. On (Fill in COLA Dates):

the Base Rent shall be adjusted by the change, if any, from the Base Month specified below, in the Consumer Price Index of the Bureau of Labor Statistics of the U.S. Department of Labor for (select one): CPI W (Urban Wage Earners and Clerical Workers) or CPI U (All Urban Consumers), for (Fill in Urban Area):

All Items (1982-1984 = 100), herein referred to as "CPI".

b. The monthly Base Rent payable in accordance with paragraph A.I.a. of this Addendum shall be calculated as follows: the Base Rent set forth in paragraph 1.5 of the attached Lease, shall be multiplied by a fraction the numerator of which shall be the CPI of the calendar month 2 months prior to the month(s) specified in paragraph A.I.a. above during which the adjustment is to take effect, and the denominator of which shall be the CPI of the calendar month which is 2 months prior to (select one): the first month of the term of this Lease as set forth in paragraph 1.3 ("Base Month") or (Fill in Other "Base Month"):

The sum so calculated shall constitute the new monthly Base Rent hereunder, but in no event, shall any such new monthly Base Rent be less than the Base Rent payable for the month immediately preceding the rent adjustment.

c. In the event the compilation and/or publication of the CPI shall be transferred to any other governmental department or bureau or agency or shall be discontinued, then the index most nearly the same as the CPI shall be used to make such calculation. In the event that the Parties cannot agree on such alternative index, then the matter shall be submitted for decision to the American Arbitration Association in accordance with the then rules of said Association and the decision of the arbitrators shall be binding upon the parties. The cost of said Arbitration shall be paid equally by the Parties.

II. Market Rental Value Adjustment(s) (MRV)

a. On (Fill in MRV Adjustment Date(s))

the Base Rent shall be adjusted to the "Market Rental Value" of the property as follows:

1) Four months prior to each Market Rental Value Adjustment Date described above, the Parties shall attempt to agree upon what the new MRV will be on the adjustment date. If agreement cannot be reached, within thirty days, then:

(a) Lessor and Lessee shall immediately appoint a mutually acceptable appraiser or broker to establish the new MRV within the next 30

INITIALS

INITIALS

days. Any associated costs will be split equally between the Parties, or

(b) Both Lessor and Lessee shall each immediately make a reasonable determination of the MRV and submit such determination, in writing, to arbitration in accordance with the following provisions:

(i) Within 15 days thereafter, Lessor and Lessee shall each select an independent third party appraiser or broker ("**Consultant**" - check one) of their choice to act as an arbitrator (Note: the parties may not select either of the Brokers that was involved in negotiating the Lease). The two arbitrators so appointed shall immediately select a third mutually acceptable Consultant to act as a third arbitrator.

(ii) The 3 arbitrators shall within 30 days of the appointment of the third arbitrator reach a decision as to what the actual MRV for the Premises is, and whether Lessor's or Lessee's submitted MRV is the closest thereto. The decision of a majority of the arbitrators shall be binding on the Parties. The submitted MRV which is determined to be the closest to the actual MRV shall thereafter be used by the Parties.

(iii) If either of the Parties fails to appoint an arbitrator within the specified 15 days, the arbitrator timely appointed by one of them shall reach a decision on his or her own, and said decision shall be binding on the Parties.

(iv) The entire cost of such arbitration shall be paid by the party whose submitted MRV is not selected, ie. the one that is NOT the closest to the actual MRV.

2) When determining MRV, the Lessor, Lessee and Consultants shall consider the terms of comparable market transactions which shall include, but not limited to, rent, rental adjustments, abated rent, lease term and financial condition of tenants.

3) Notwithstanding the foregoing, the new Base Rent shall not be less than the rent payable for the month immediately preceding the rent adjustment.

b. Upon the establishment of each New Market Rental Value:

1) the new MRV will become the new "Base Rent" for the purpose of calculating any further Adjustments, and

2) the first month of each Market Rental Value term shall become the new "Base Month" for the purpose of calculating any further Adjustments.

III. Fixed Rental Adjustment(s) (FRA)

The Base Rent shall be increased to the following amounts on the dates set forth below:

On (Fill in FRA Adjustment Date(s)):	The New Base Rent shall be:
<u>12/1/2020</u>	<u>\$4,250.00</u>
<u>12/1/2021</u>	<u>\$4,300.00</u>
<u>12/1/2022</u>	<u>\$4,350.00</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

IV. Initial Term Adjustments.

The formula used to calculate adjustments to the Base Rate during the original Term of the Lease shall continue to be used during the extended term.

B. NOTICE:

Unless specified otherwise herein, notice of any rental adjustments, other than Fixed Rental Adjustments, shall be made as specified in paragraph 23 of the Lease.

C. BROKER'S FEE:

The Brokers shall be paid a Brokerage Fee for each adjustment specified above in accordance with paragraph 15 of the Lease or if applicable, paragraph 9 of the Sublease.

NOTICE: These forms are often modified to meet changing requirements of law and industry needs. Always write or call to make sure you are utilizing the most current form: AIR Commercial Real Estate Association, 500 N Brand Blvd, Suite 900, Glendale, CA 91203. Telephone No. (213) 687-8777. Fax No.: (213) 687-8616.

INITIALS

INITIALS

ITEM #5



SEWER AUTHORITY MID-COASTSIDE
Board of Directors Meeting Agenda
Regular Board Meeting 7:00 PM, Monday, November 9, 2020

SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019
Directors will attend the meeting through teleconferencing pursuant to and as permitted by Executive Order N-29-20. Consistent with Executive Order N-29-20 and the San Mateo County Health Officer shelter in place order issued on March 16, 2020, members of the public may observe and participate in the open session portions of the meeting electronically by using the following link:

Join Zoom Meeting

<https://us02web.zoom.us/j/84031699616?pwd=WmV0c2xmYVBqempJQTNMbmpDTnVWUT09>

Meeting ID: 840 3169 9616

Passcode: 342759

One tap mobile

+16699006833,,84031699616#,,,,,0#,,342759# US (San Jose)

+12532158782,,84031699616#,,,,,0#,,342759# US (Tacoma)

Dial by your location

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Germantown)

Meeting ID: 840 3169 9616

Passcode: 342759

If you have a disability and require special assistance related to participating in this teleconference meeting, please contact the Authority at least two working days in advance of the meeting at (650) 726-0124 or via email at kishen@samcleanswater.org.

1. CALL TO ORDER

A. Roll Call:	Chair:	Kathryn Slater-Carter (MWSD)
	Vice-Chair:	Barbara Dye (GCSD)
	Secretary/Treasurer:	Deborah Ruddock (HMB)
	Director:	Matthew Clark (GCSD)
	Director:	Ric Lohman (MWSD)
	Director:	Dr. Deborah Penrose (HMB)

2. PUBLIC COMMENT / ORAL COMMUNICATION

Members of the public are welcome to submit comments via e-mail by sending them to kishen@samcleanswater.org. All comments so submitted prior to 6 pm on November 9, 2020 will be read out loud during the discussion of the respective item(s) identified in the e-mail; comments without such identification shall be read during this Item. Members of the public may also provide comments telephonically or electronically on individual items following recognition by the Board Chair presiding over the meeting.

3. CONSENT AGENDA *(Consent items are considered routine and will be approved/ adopted by a single motion and vote unless a request for removal for discussion or explanation is received from the public or Board.)*

- A. Approve Minutes of October 12, 2020, Regular Board Meeting (**Attachment**)
- B. Approve Disbursements for November 9, 2020 (**Attachment**)
- C. Monthly Revenue and Expense Report for Period Ending September 30, 2020 (**Attachment**)
- D. Quarterly Investment Report for the Period Ending September 30, 2020 (**Attachment**)

4. REGULAR BUSINESS *(The Board will discuss, seek public input, and possibly take action on the following items.)*

- A. Reject All Bids for Portola Pump Replacement Project (**Attachment**)
- B. Update on Process Issues at the Plant

5. GENERAL MANAGER’S REPORT

- A. Receive Monthly Manager’s Report for September 2020 (**Attachment**)

6. ATTORNEY’S REPORT

7. DIRECTORS’ REPORT

8. TOPICS FOR FUTURE BOARD CONSIDERATION (**Attachment**)

9. CONVENE IN CLOSED SESSION *(Items discussed in Closed Session comply with the Ralph M. Brown Act.)*

- A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code 54957 – Title: General Manager

B. CONFERENCE WITH LEGAL COUNSEL — PENDING LITIGATION

Pursuant to Paragraphs (1), (2) and (4) of Subdivision (d) of Government Code Section 54956.9 (One case- Thompson vs SAM)

C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)

D. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Ecological Rights Foundation vs. Sewer Authority Mid-Coastside)

10. CONVENE IN OPEN SESSION (*Report Out on Closed Session Items*)

11. ADJOURNMENT

- Upcoming Regular Board Meetings: November 23, 2020 and December 14, 2020

The meeting will end by 9:00 p.m. unless extended by Board vote.

INFORMATION FOR THE PUBLIC

This agenda contains a brief description of each item to be considered. Those wishing to address the Board on any matter not listed on the Agenda, but within the jurisdiction of the Board, may do so during the Public Comment section of the Agenda and will have a maximum of three minutes to discuss their item. The Board Chair will call forward those wishing to speak on a matter listed on the Agenda at the appropriate time.

Any writing that is a public record and relates to an agenda item for an open session of a regular meeting that is distributed to the Board less than 72 hours prior to the meeting, is available for public inspection, during normal business hours, at the Authority’s office.

Board meetings are accessible to people with disabilities. Upon request, the Authority will make this agenda available in appropriate alternative formats to persons with a disability. In compliance with the Americans with Disabilities Act, the Authority will provide special assistance for participation in this meeting. Please submit requests for a disability-related modification or an accommodation in order to participate in the public meeting at least two working days in advance of the meeting by contacting the Authority at (650) 726-0124.



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors
THROUGH: Kishen Prathivadi, General Manager
FROM: Tim Costello, Supervisor of Technical / Field Services
SUBJECT: **Monthly Manager’s Report – September 2020**

Executive Summary

The purpose of this report is to keep the Board and public informed of SAM’s day-to-day operations.

Fiscal Impact

There is no fiscal impact from this report.

Strategic Plan Compliance

The recommendation complies with the SAM Strategic Plan Goal 5.5: *“Operations and maintenance should be proactively planned, and the Board shall be kept up to date on progress on operations and maintenance issues.”*

Background and Discussion/Report

The following data is presented for the month of *September 2020*.

Key Indicators of Performance

Flow Report (See Attachment A)

NPDES Permit Violations:	0	Half Moon Bay	0.718	60.06%
Accidents, Injuries, etc.:	0	Granada CSD	0.235	19.64%
Reportable Spills Cat 1:	0	Montara W&SD	<u>0.243</u>	<u>20.30%</u>
Reportable Spills Cat 2:	0	Total	1.196	100%
Reportable Spills Cat 3:	0			

BOARD MEMBERS:	M. Clark	B. Dye	R. Lohman
	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	A. Eisen
	J. Harvey	H. Rarback	P. Dekker

Administration

There was one Board Meeting in the month of September. There were zero public records request in September 2020. There was one article in the HMB Review, "SAM Completes Final Link in Sewer Line, September 9, 2020.

There has been no lost time work accidents since September 10, 2019.

There were no new hires in the month of September. There were two anniversaries in September, Gabriel Aguilar, Grade 3 Operator, September 10, 2001, and Sonya Ondish, Grade 2 Operator, September 19, 2016.

Operations & Maintenance

The following permanent flow storage installations are in place and functioning properly.

Montara Pump Station – Walker Tank, which has a capacity of 434,000 gallons.

The Portola Station – Wet Weather Facility, which has a capacity of 200,000 gallons.

The Portola Pump Station has the ability to use the Wet Weather Facility as a modified equalization basin if needed, (without mixing it is not ideal for this use) or as wet weather flow storage as originally designed.

Operations in September were good over all. We had an employee out for few weeks so that impacted our day to day as far as projects go. We did get a troubled main breaker replaced in MB2 and the ATS (automatic transfer switch) replaced by Calcon. Johnston controls finally came in to complete work on the fire alarm. At the very end of the month the RDT started failing for electrical issue, had to investigate possible cause.

Calcon was in working on various electrical inspections.

During the month of September 2020, rainfall somewhat close to normal for Half Moon Bay. The 10-year average for the area is 0.35 inches of rain in September, I found a new website <https://ggweather.com/hmb/> which has some very useful data. We did get some rainfall to report for the month of September. Rainfall totals were as follows: 0.04 inches at the treatment plant, 0.00 inches in the GCSD service are, and 0.00 inches at the MWSD weather station. Below the 10 year average but at least we got a little. There were micro-climate variations verified by the data.

Below is a chronological summary of some of the occurrences during the month of September 2020.

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- 9/1/2020 – Calcon working on annuals, also doing programing work on the SCADA system. Peninsula pump working on Recirculation pump for digester. The Rice Lakes representative was in to check balance scales in the lab.
- 9/4/2020 – Ragging issue with heat exchanger, had to open to clear.
- 9/10/2020 – Calcon in working on programming issues, chopper recirculation pump that Peninsula Pump installed is working.
- 9/11/2020 – Calcon in doing annual preventive maintenance at lift stations.
- 9/15/2020 – Calcon working on RAS pump issue. Replaced plug valves in digester control building that were bound up.
- 9/16/2020 – New grit concentrator was installed.
- 9/18/2020 – Switched process Blower cores, (routine to keep them ready)
- 9/22/2020 – Calcon replaced main breaker in MB2
- 9/24/2020 – Calcon was in working on level control for digester
- 9/28/2020 – Calcon doing preventative maintenance at pump stations. Digester work crew here setting up scaffolding for coating work.
- 9/29/2020 – Calcon replaced the ATS (automatic transfer switch) switch at Princeton Pump Station. Wet Well at Montara Pump Station was cleaned out. Scaffolding guys here getting set up for coating work.
- 9/30/2020 – Johnston Controls here to work on fire alarm system and complete this project. RDT is having some sort of issue working to diagnose problem. Scaffolding guys here working on getting everything ready in digester.

Other activities are listed below;

There were 8 deliveries (approximately 4,450 gallons) of trucked waste discharged at the SAM Plant for a total revenue of \$ 445.00. There were 211 leachate deliveries to the SAM IPS line in the month of September, for a total leachate volume of 1,234,400 gallons.

The NPDES data report for September 2020 is attached reference (Attachment B).

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Contract Collection Services

The SAM crew cleaned 35,437 feet of sewer line and responded to 10 service calls in contract service areas. 7 were sewer line related and 3 were maintenance service calls. Three of the callouts were during regular business hours and seven were after hours. Four calls were in the HMB service area, three were in the GCSD service area, and the remaining three were in the MWSD service area.

HMB – The service calls in the HMB area were as follows, 9/9 – At the request of Farris Hix, camera'd the main to look a lateral to see if it was protruding after a repair, it was. Farris was going to follow up with contractor. 9/13 - Smart cover response at the driving range manhole, seemed to be a glitch. 9/30 - Citizen was on walkabout and noticed a sound of water out of the normal, Crew arrived and found a blockage in main which then caused flow to go to overflow line, grease and rags were removed after flushing to clear.

The one maintenance service call in HMB were as follows – 9/26 - Bell Moon Station trouble alarm. Station was functioning upon arrival, cleared alarms, and ran pumps to check for normal operation, found no issues.

GCSD – The service calls in the GCSD area were as follows – 9/19 - Responded to a call about a backup in the house, crew flushed the main line finding no issue, advised occupant to contact a plumber to resolve issue. 9/21 - Responded to a call about a backup in the house, crew flushed the main line finding no issue, service line was clear, advised occupant to contact a plumber to resolve issue.

The one maintenance call in the GCSD area were as follows; 9/1 – San Pablo, Low level alarm, found some rags had gotten caught up between transducer and float, untangled the two, removed rags, reading still erratic. Replaced transducer to resolve reading issues.

MWSD – The sewer related call in the MWSD area was as follows; 9/14 - Crew responded to caller, plumber said issue was in main. Lateral line is connected to manhole, no issue in main line, problem is in service line between house and manhole in street. 9/22 - Responded to a call of downstairs bathroom, same house that had called a week earlier. Owner had a video which shows a large belly in the service line. Main was clear, advised occupant to contact a plumber.

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There was one maintenance service call in MWSD area this month; 9/18 - Seal Cove 2 general station alarm, phase loss alarm. Station was operating upon arrival, reset all alarms, and checked for normal operation.

The September 2020 collection system data report is provided for the Board's information. There were no Category 1, no Category 2's, and one Category 3 SSO during the month of September 2020.

Staff Recommendation

Staff recommends that the Board receive the Manager's Report for September 2020.

Supporting Documents

- Attachment A: Monthly Flow Report September 2020
- Attachment B: Monthly NPDES Report September 2020
- Attachment C: Collection System Data September 2020
- Attachment D: Contract Collection Services Report September 2020

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Attachment A

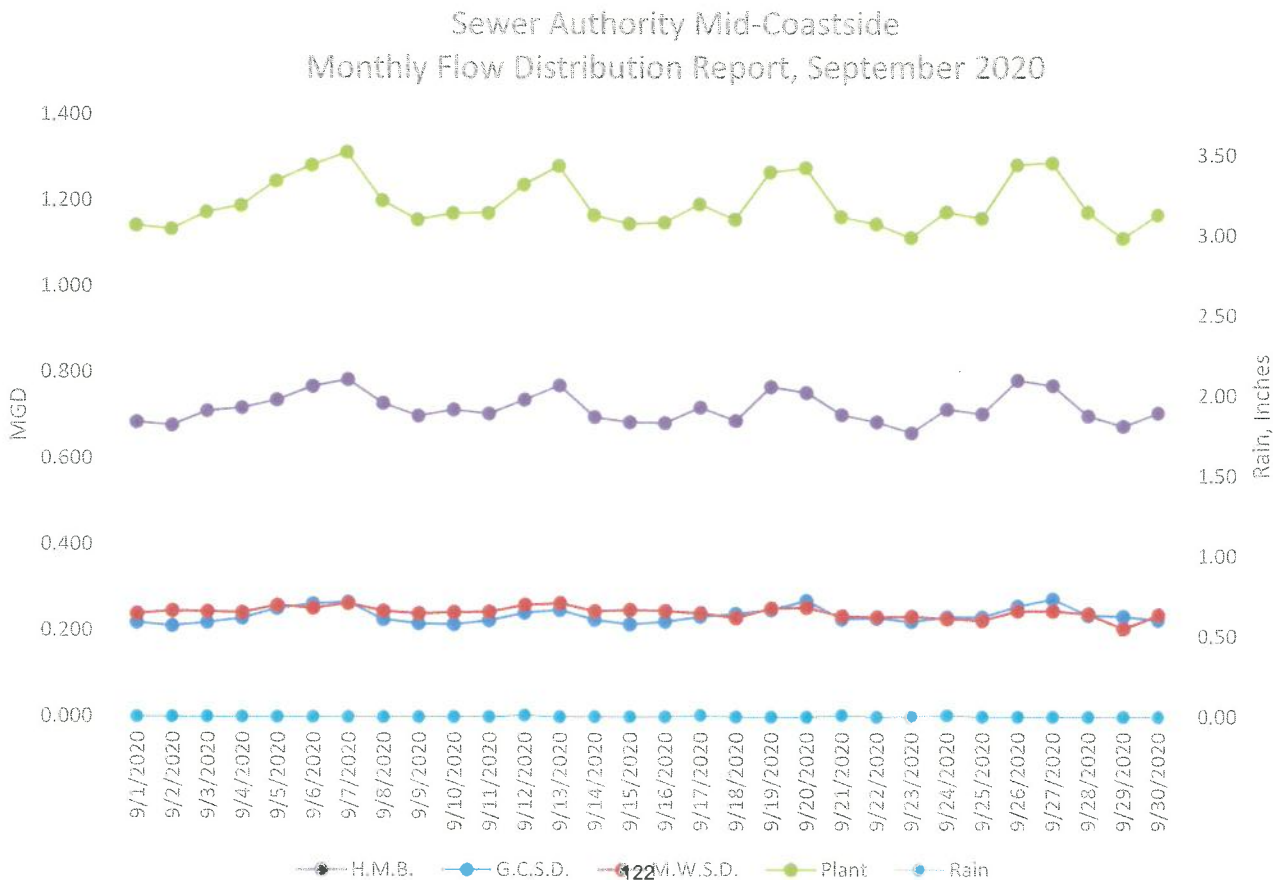
Flow Distribution Report Summary for September 2020

The daily flow report figures for the month of September 2020
have been converted to an Average

Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.718	60.06%
Granada Community Services District	0.235	19.64%
Montara Water and Sanitary District	<u>0.243</u>	<u>20.30%</u>
Total	1.196	100.0%



Sewer Authority Mid-Coastside

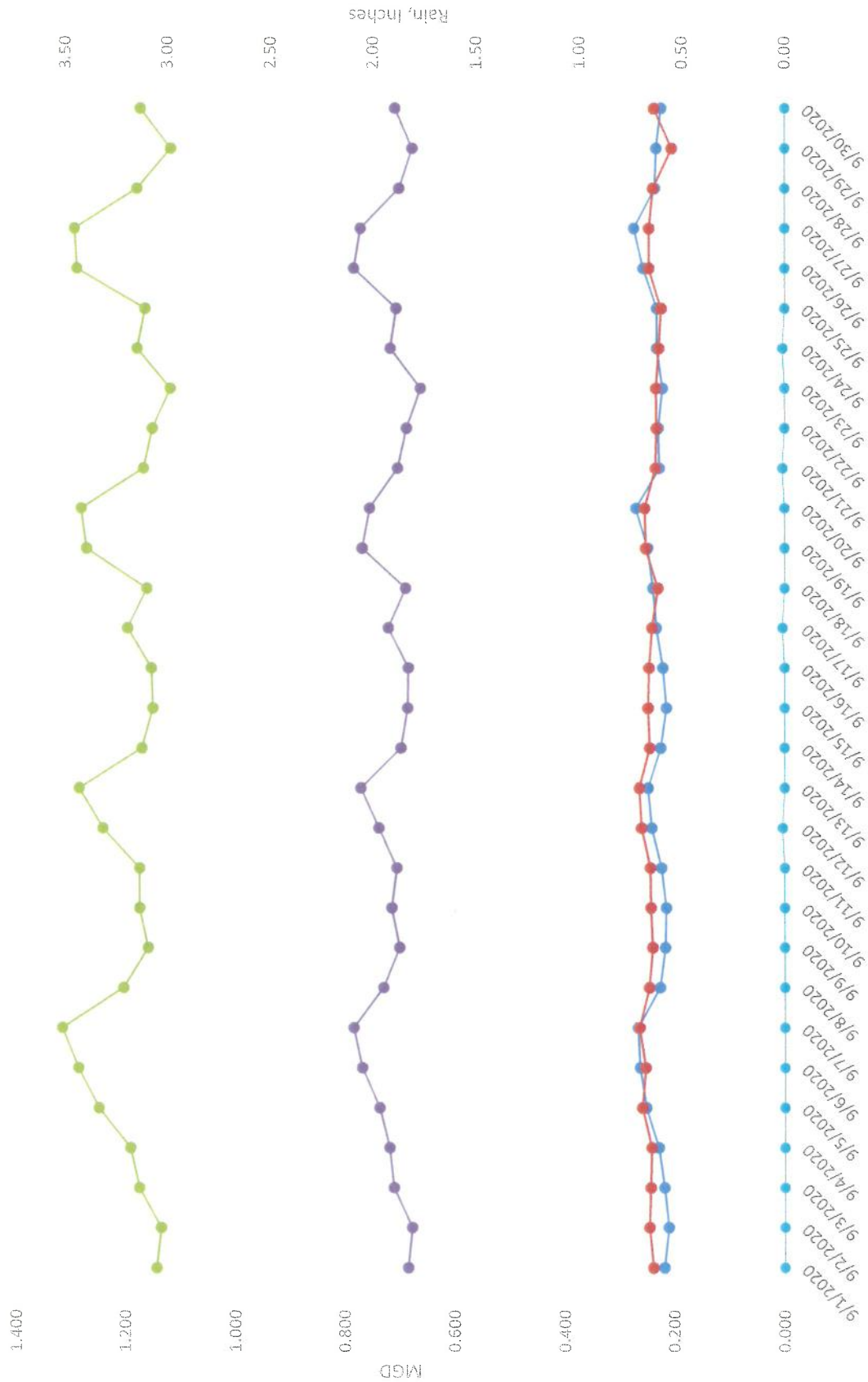
Monthly Flow Distribution Report for September 2020

<u>Date</u>	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>	<u>Rain Plant</u>	<u>Rain Portola</u>	<u>Rain Montara</u>
9/1/2020	0.685	0.219	0.239	1.143	0.00	0.00	0.00
9/2/2020	0.678	0.211	0.246	1.135	0.00	0.00	0.00
9/3/2020	0.712	0.219	0.244	1.174	0.00	0.00	0.00
9/4/2020	0.719	0.229	0.242	1.190	0.00	0.00	0.00
9/5/2020	0.737	0.252	0.259	1.248	0.00	0.00	0.00
9/6/2020	0.769	0.263	0.253	1.285	0.00	0.00	0.00
9/7/2020	0.784	0.266	0.264	1.315	0.00	0.00	0.00
9/8/2020	0.730	0.226	0.246	1.202	0.00	0.00	0.00
9/9/2020	0.701	0.217	0.240	1.157	0.00	0.00	0.00
9/10/2020	0.715	0.215	0.243	1.173	0.00	0.00	0.00
9/11/2020	0.705	0.223	0.244	1.173	0.00	0.00	0.00
9/12/2020	0.738	0.241	0.260	1.239	0.01	0.00	0.00
9/13/2020	0.771	0.248	0.264	1.283	0.00	0.00	0.00
9/14/2020	0.698	0.225	0.245	1.168	0.00	0.00	0.00
9/15/2020	0.685	0.215	0.248	1.148	0.00	0.00	0.00
9/16/2020	0.684	0.221	0.246	1.151	0.00	0.00	0.00
9/17/2020	0.720	0.233	0.241	1.194	0.01	0.00	0.00
9/18/2020	0.689	0.239	0.230	1.158	0.00	0.00	0.00
9/19/2020	0.768	0.248	0.252	1.268	0.00	0.00	0.00
9/20/2020	0.754	0.270	0.254	1.278	0.00	0.00	0.00
9/21/2020	0.703	0.227	0.234	1.164	0.01	0.00	0.00
9/22/2020	0.686	0.229	0.232	1.148	0.00	0.00	0.00
9/23/2020	0.661	0.221	0.233	1.116	0.00	0.00	0.00
9/24/2020	0.716	0.232	0.228	1.175	0.01	0.00	0.00
9/25/2020	0.705	0.232	0.224	1.161	0.00	0.00	0.00
9/26/2020	0.783	0.257	0.246	1.286	0.00	0.00	0.00
9/27/2020	0.770	0.274	0.246	1.290	0.00	0.00	0.00
9/28/2020	0.700	0.236	0.239	1.175	0.00	0.00	0.00
9/29/2020	0.676	0.233	0.205	1.114	0.00	0.00	0.00
9/30/2020	0.707	0.225	0.237	1.169	0.00	0.00	0.00
Totals	21.549	7.045	7.284	35.878	0.04	0.00	0.00

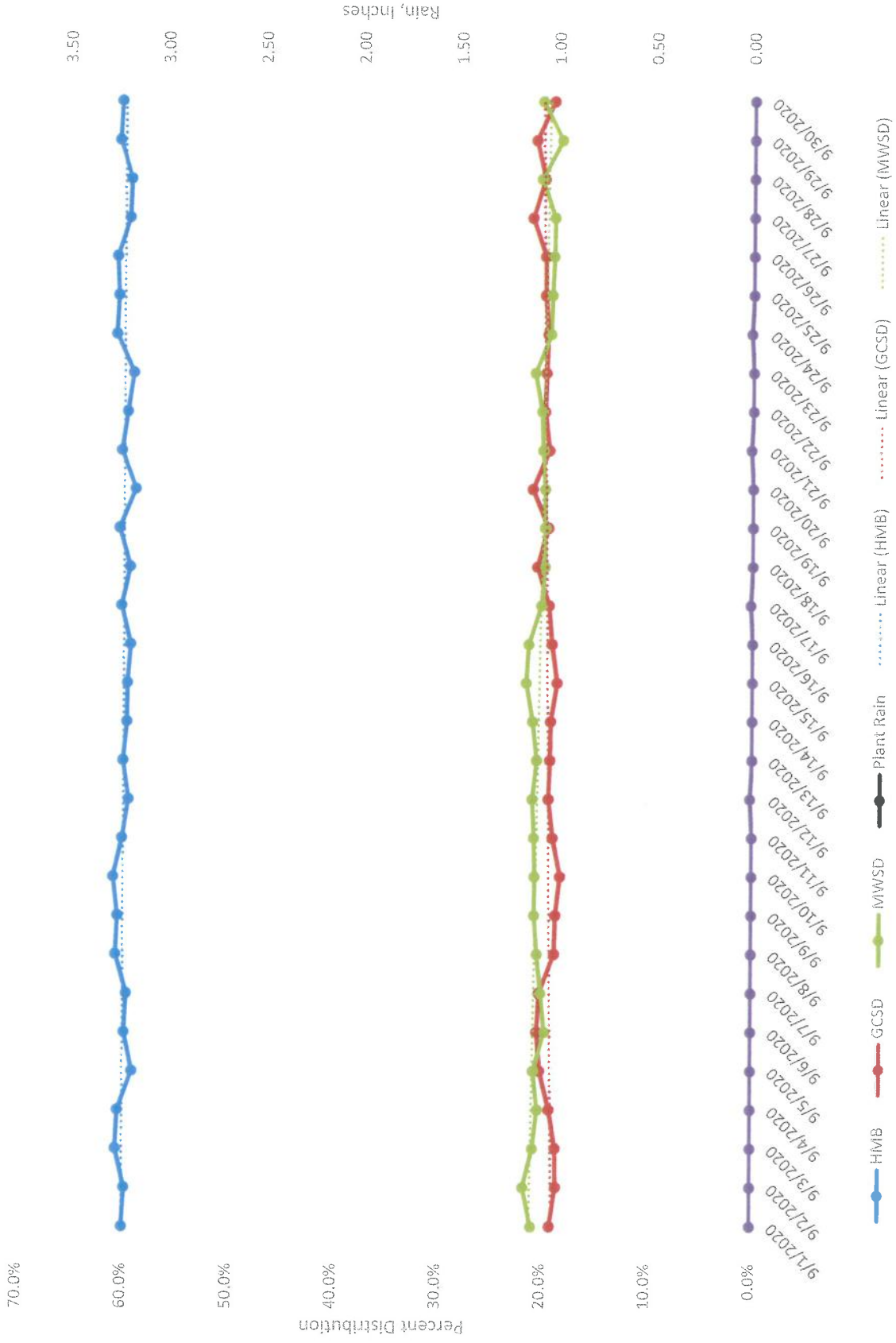
Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.661	0.211	0.205	1.114
Average	0.718	0.235	0.243	1.196
Maximum	0.784	0.274	0.264	1.315
Distribution	60.06%	19.64%	20.30%	100.0%

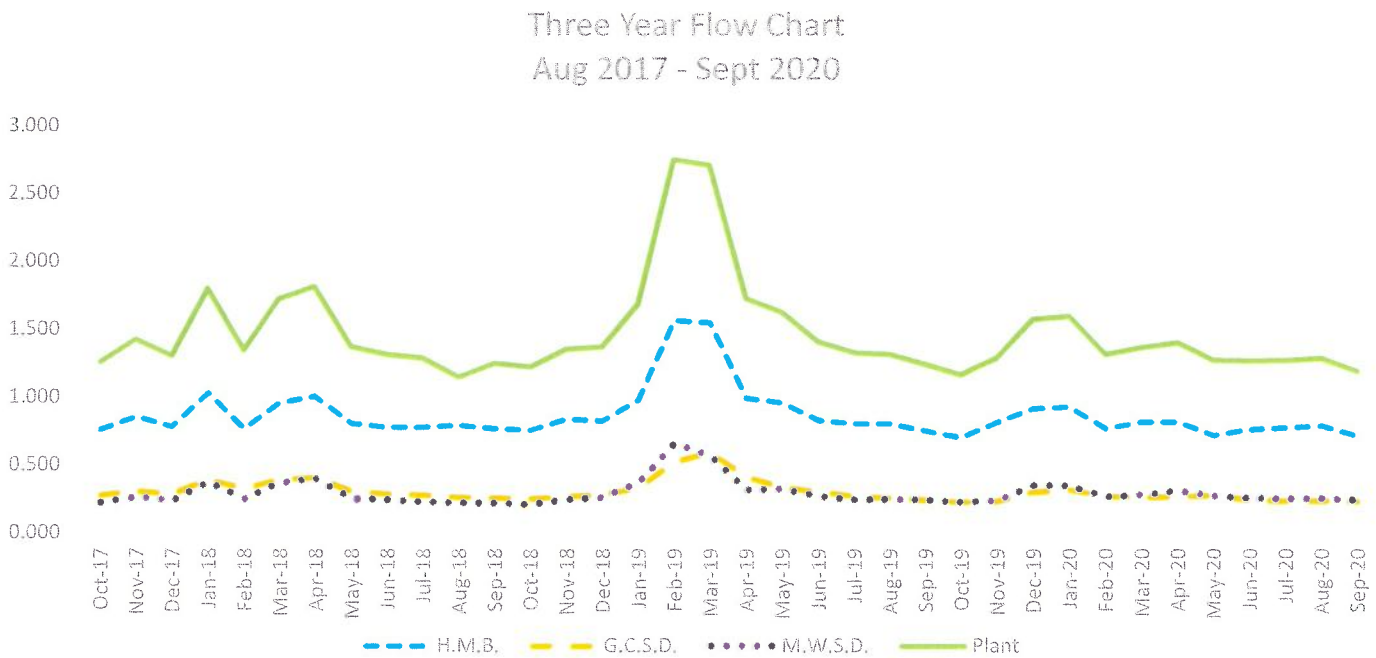
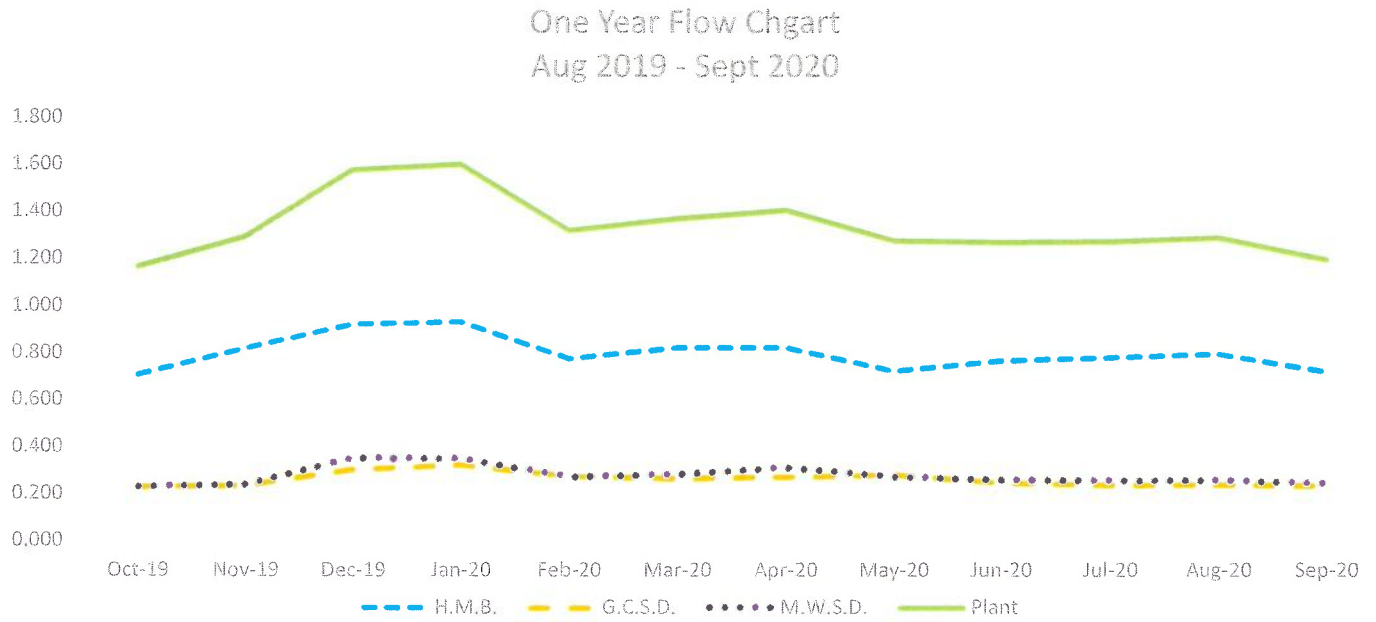
Sewer Authority Mid-Coastside Monthly Flow Distribution Report, September 2020



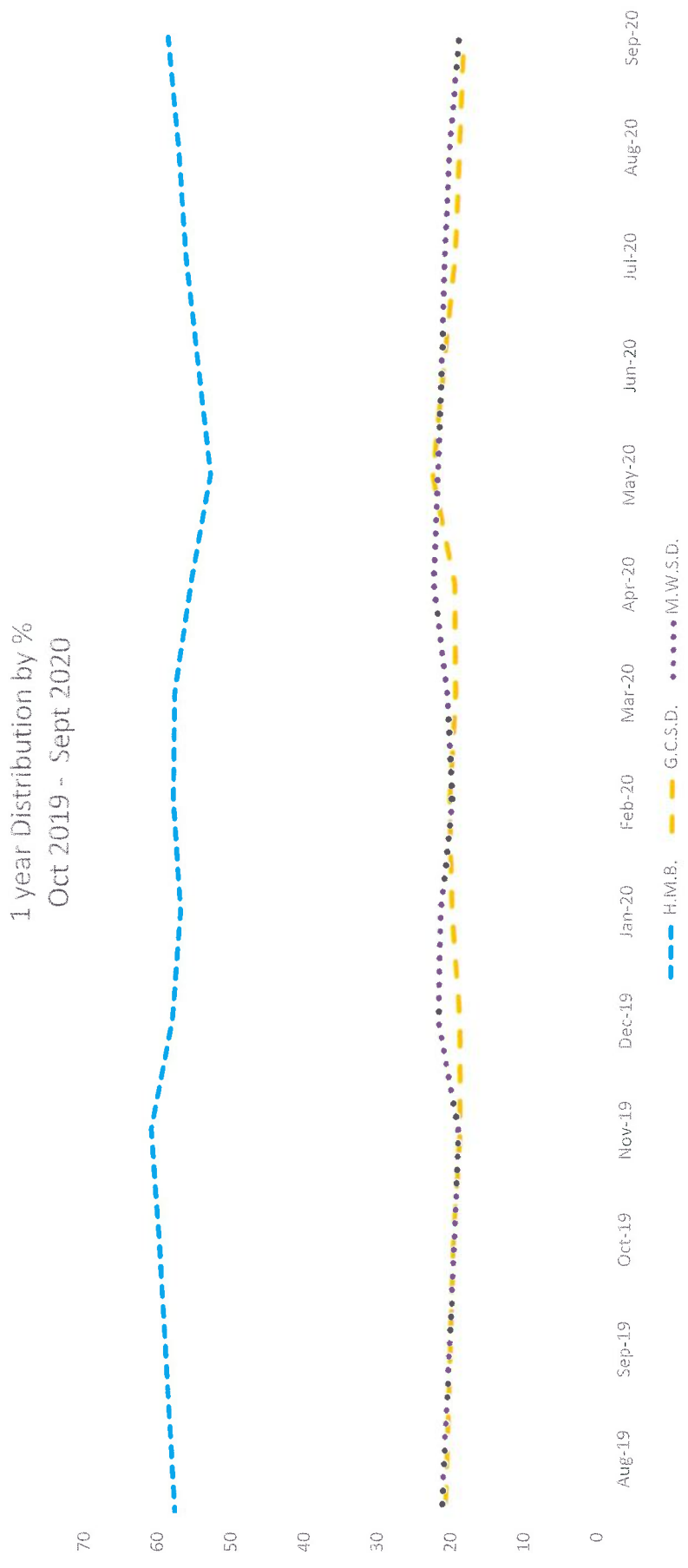
Percent Distribution September 2020



Most recent flow calibration September 2019 PS, September 2019 Plant



Flow based percent distribution based for past year



SAM E-001 September 2020

Date	Inf TSS mg/l	Eff TSS mg/l	Eff TSS Weekly Avg	TSS % Removal	Inf BOD mg/l	Eff BOD mg/l	Eff BOD Weekly Avg mg/l
9/1/2020							
9/2/2020	390	13.00		96.7%	490	32	
9/3/2020	340	13.00		96.2%	410	26.0	
9/4/2020							
9/5/2020			13.00				29.00
9/6/2020							
9/7/2020	370	7.10		98.1%	460	14.0	
9/8/2020	330	9.50		97.1%	430	18	
9/9/2020							
9/10/2020							
9/11/2020							
9/12/2020			8.30				16.00
9/13/2020							
9/14/2020	350	8.00		97.7%	360	16.0	
9/15/2020	320	7.40		97.7%	370	19.0	
9/16/2020							
9/17/2020							
9/18/2020							
9/19/2020			7.70				17.50
9/20/2020							
9/21/2020							
9/22/2020	290	5.30		98.2%	350	13.0	
9/23/2020							
9/24/2020	300	5.40		98.2%	360	7.8	
9/25/2020							
9/26/2020			5.35				10.40
9/27/2020							
9/28/2020							
9/29/2020							
9/30/2020	360	11.00		96.9%	360	17.0	
Count	9	9	4	9	9	9	4
Minimum	290	5.30	5.35	96.2%	350	7.8	10.4
Average	339	8.86	8.59	97.4%	399	18.1	18.2
Maximum	390	13.00	13.00	98.2%	490	32.0	29.0
Percent Removal				85			
5 Sample Median							
High							
Low							
Daily Max							
Weekly Max			45				45
Monthly Average		30				30	

SAM E-001 September 2020

Date	BOD % Removal	Eff Settlicable Matter mg/l	Eff Settlicable Matter Weekly Avg mg/l	Eff Turbidity NTU	Eff Turbidity Weekly Avg NTU	Chlorine Residual Day Max
9/1/2020						0.00
9/2/2020	93.5%	0.1		0.30		0.00
9/3/2020	93.7%	ND		17.00		0.00
9/4/2020						0.00
9/5/2020			< 0.1		8.65	0.00
9/6/2020						0.00
9/7/2020	97.0%	ND		4.8		0.00
9/8/2020	95.8%	ND		5.7		0.00
9/9/2020						0.00
9/10/2020						0.00
9/11/2020						0.00
9/12/2020			ND		5.25	0.00
9/13/2020						0.00
9/14/2020	95.6%	0.2		3.90		0.00
9/15/2020	94.9%	ND		3.80		0.00
9/16/2020						0.00
9/17/2020						0.00
9/18/2020						0.00
9/19/2020			< 0.20		3.85	0.00
9/20/2020						0.00
9/21/2020						0.00
9/22/2020	96.3%	ND		6.90		0.00
9/23/2020						0.00
9/24/2020	97.8%	ND		4.80		0.00
9/25/2020						0.00
9/26/2020			#DIV/0!		5.85	0.00
9/27/2020						0.00
9/28/2020						0.00
9/29/2020						0.00
9/30/2020	95.3%	ND		7.40		0.00
						0.00
Count	9	2	2	9	4	31
Minimum	93.5%	0.1	< #DIV/0!	0.30	3.85	0.0
Average	95.5%	0.15	< #DIV/0!	6.07	5.90	0.0
Maximum	97.8%	0.2	#DIV/0!	17.00	8.65	0.0
Percent Removal	85					
5 Sample Median						
High						
Low						
Daily Max				225		4.8
Weekly Max					100	
Monthly Average				75		

SAM E-001 September 2020

Date	Chlorine time Minutes	Ammonia Nitrogen Distilled mg/l	Eff pH	Eff Temp	Enterococci MPN	30 day geo mean	Eff DO mg/l	Eff DO % Saturation
9/1/2020	0.00		7.41	21.1			6.56	73.4
9/2/2020	0.00		7.52	21.5			6.95	78.8
9/3/2020	0.00	59.0	7.44	21.5	10		6.69	75.8
9/4/2020	0.00		7.47	21.7			6.92	78.8
9/5/2020	0.00		7.49	21.3			6.39	72.1
9/6/2020	0.00		7.42	21.8			6.39	72.5
9/7/2020	0.00		7.43	22.1			6.75	77.5
9/8/2020	0.00	44.0	7.41	22.4	ND		6.49	74.7
9/9/2020	0.00		7.47	22.2			6.55	75.3
9/10/2020	0.00		7.49	21.6			7.08	80.4
9/11/2020	0.00		7.49	21.2			6.69	75.4
9/12/2020	0.00		7.47	21.1		< 10	6.97	78.4
9/13/2020	0.00		7.33	21.3			6.33	71.4
9/14/2020	0.00		7.31	20.6			6.63	73.7
9/15/2020	0.00	60.0	7.52	20.9	ND		6.88	76.7
9/16/2020	0.00		7.46	21.6			7.02	79.7
9/17/2020	0.00		7.41	21.5			6.90	77.9
9/18/2020	0.00		7.54	21.9			6.98	79.7
9/19/2020	0.00		7.43	21.8		< 10	6.79	77.6
9/20/2020	0.00		7.38	21.9			6.71	76.5
9/21/2020	0.00		7.31	21.2			6.77	76.2
9/22/2020	0.00		7.52	21.6			7.11	80.3
9/23/2020	0.00		7.49	21.6			7.14	81.1
9/24/2020	0.00	49.0	7.40	21.5	ND		6.78	76.5
9/25/2020	0.00		7.50	21.7			6.69	76.2
9/26/2020	0.00		7.50	21.4		< 10	7.21	81.6
9/27/2020	0.00		7.32	21.6			6.26	70.2
9/28/2020	0.00		7.35	21.2			6.71	75.4
9/29/2020	0.00		7.51	21.3			6.83	76.8
9/30/2020	0.00		7.37	21.5			6.42	72.7
	0.00							
Count	31	4	30	30	1	3	30	30
Minimum	0.00	44.0	7.31	20.6	< 10	< 10	6.26	70.2
Average	0.0	53.0	7.44	21.5	< ND	< ND	6.75	76.4
Maximum	0.00	60.0	7.54	22.4	10	< 10	7.21	81.6
Percent Removal								
5 Sample Median						2,800		
High			9					
Low			6					
Daily Max					8,300			
Weekly Max								
Monthly Average								

Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, September 2020

September 2020

	Total	Number of S.S.O.'s			SAM
		HMB	GCSD	MWSD	
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	0	0	0	0	0

12 Month Moving Total

	Total	12 month rolling Number			SAM
		HMB	GCSD	MWSD	
Roots	1	0	1	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	3	1	1	0	1
Total	4	1	2	0	1
		25%	50%	0%	25%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			SAM
		HMB	GCSD	MWSD	
September 2020	0	0	0	0	0
12 Month Moving Total	4	1	2	0	1

SSOs / Year / 100 Miles

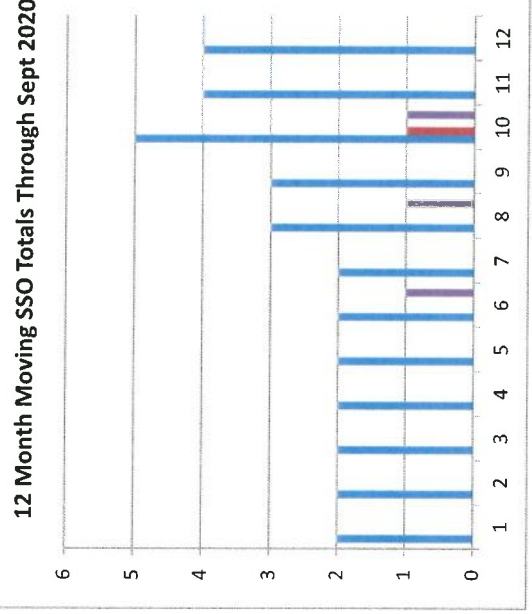
	Total	Number of S.S.O.'s / Year/100 Miles			SAM
		HMB	GCSD	MWSD	
September 2020	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	3.8	2.7	6.0	0.0	13.7
Category 1	1.0	0.0	3.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	2.9	2.7	3.0	0.0	13.7
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Oct - 19	16,104	14,144	13,611	43,859	8.3
Nov - 19	6,171	23,308	10,135	39,614	7.5
Dec - 19	6,660	18,277	9,422	34,359	6.5
Jan - 20	6,947	11,809	11,218	29,974	5.7
Feb - 20	7,403	7,463	10,503	25,369	4.8
Mar - 20	10,957	11,948	10,023	32,928	6.2
Apr - 20	9,893	10,803	10,420	31,116	5.9
May - 20	10,453	12,618	10,308	33,379	6.3
June - 20	11,026	17,691	6,463	35,180	6.7
July - 20	16,890	18,514	14,262	49,666	9.4
Aug - 20	15,475	20,299	7,883	43,657	8.3
Sept - 20	12,942	18,428	4,067	35,437	6.7
Annual ft	130,921	185,302	118,315	434,538	

Annual Mi.	24.8	35.1	22.4	82.3
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Attachment C



TASK SUMMARY - GCSD 2020-2021

Task	Target Total	Jul	Aug	Sept							Total to Date	% Complete
Sewer Line Cleaning	87,000	16,424	18,257	16,309							50,990	57%
Hot Spot Cleaning	5,400	1,994	1,652	1,705							5,351	99%
Lift Station Inspection - Daily	52	5	4	5							14	0%
Lift Station Inspection - Annually	3	-	-	-							-	0%
Maint. Work Orders - Completed	-	5	4	5							14	-
Maint. Work Orders - Incomplete	-	-	-	-							-	-
Manhole Inspection	879	89	104	96							289	33%
USA Markings	372	52	66	67							185	50%
F.O.G. Inspections Completed	10	-	-	-							-	0%
F.O.G. Inspections Passed	10	-	-	-							-	0%
F.O.G. Inspection Failed	-	-	-	-							-	-
Lateral Inspections	-	-	-	-							-	-
Customer Service Call - Reg	-	2	2	-							4	-
Customer Service Call - OT	-	2	2	3							7	-
SSO Response - Category 1	-	1	-	-							1	-
SSO Response - Category 2	-	-	-	-							-	-
SSO Response - Category 3	-	-	-	-							-	-
Insurance Claims Filled	-	0	0	0							-	-

ITEM #6



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

October 15, 2020

**THIS MEETING WAS HELD VIA TELE- CONFERENCE AS PERMITTED BY STATE
EXECUTIVE ORDER N-29-20.**

CALL SPECIAL MEETING TO ORDER

The Special Meeting was called to order at 6:30 pm.

ROLL CALL

President Barbara Dye, Vice President Matthew Clark, Director Jim Blanchard, Director David Seaton, and Director Eric Suchomel.

Staff: General Manager Chuck Duffy, District Counsel Bill Parkin, and in Open Session only, Assistant General Manager Delia Comito, and Parks and Rec Coordinator Claudia Marshall.

ADJOURN TO CLOSED SESSION

- 1. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**
City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County Superior Court Case No. 17CV316927.
- 2. Conference with Legal Counsel—Existing Litigation (Government Code §54956.9(d)(1)).**
Saxton v. Granada Community Services District (EEOC No. 550-2020-00699).

RECONVENE TO OPEN SESSION

There was no reportable action taken in Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:32 pm.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

Director Dye announced the Local Recycling Drop-off Day was starting up again after missing two quarters due to Covid-19, and announced the RCD Chipping Day initiated to remove brush and reduce potential fire danger.

ACTION AGENDA

1. Consideration of Revised Burnham Park Plan.

President Dye explained that the Burnham Park Master Plan presented in the agenda was the result of two years of public outreach, and that the District's goal is to finalize the plan for submittal to the County for a Coastal Development Permit. She indicated that the plan will still need to undergo environmental review, traffic studies, and other requirements, but she feels it represents a park desired by the community. Tom Conroy of Kikuchi & Kankel Landscape Architects (K&K) then reviewed the changes made to the Plan as requested at the last board meeting. The Board heard public comment from the following residents: Chris Johnson, Pat Tierney (PAC member), Mark Hannon, Leni Schultz, Nancy March (PAC Chair), Fran Pollard (PAC member), and Ric Barker (PAC member). Generally, the comments were favorable, but some concerns were voiced about fencing, safety, and traffic issues.

ACTION: Director Seaton moved to approve the design direction as shown on the plan included in the agenda, and to direct K&K to prepare a package for submittal to the County. (Seaton/Clark). Approved 5-0.

2. Consideration of Bike Pump Track in Quarry Park.

The General Manager reported on his teleconference meeting with Nicholas Calderon from County Parks, in which Mr. Duffy confirmed the District's support of the project, and also reiterated that the District was still in a position to provide a level of funding for the project. President Dye also met with the County as well. Ric Barker, a pump track committee member, said the County will put various choices out to the public soon. The Board reiterated their support of the project, and Mr. Duffy will follow up with Nicholas as needed. Members of the public were given an opportunity to comment.

3. Report on Parks and Recreation Activities.

Ms. Marshall, District Parks and Recreation Coordinator, reported on the recreation classes held, and the Burnham Strip snail eradication program. She would also like the District to consider reducing class fees.

4. Consideration of California Regional Water Quality Control Board (RWQCB), San Francisco Bay Region, Proposed Basin Plan Amendment to Establish a Bacteria Total Maximum Daily Load and Implementation Plan for Pillar Point Harbor and Venice Beach.

Mr. Duffy provided a review of the proposed Basin Plan Amendment report issued by the RWQCB, which will impact 75% of the District's facilities and require an enhanced Sewer System Management Plan. He said that the proposed plan will also affect SAM and the City of Half Moon Bay, and increase costs for all agencies.

5. Consideration of Engagement Letter with Fechter and Company, CPA for Audit Period Ending June 30, 2020.

ACTION: Director Blanchard moved to approve the engagement letter. (Blanchard/Clark). Approved 5-0.

6. Public Hearing: Consideration of Resolution Approving Amended Reassessments, Sewage Treatment Facility Improvements Integrated Financing District.

President Dye opened and closed the public hearing. There were no protests received.

ACTION: Director Clark moved to approve the Resolution (2020-008). (Clark/Blanchard). Approved 5-0.

7. Consideration of Sewer Authority Mid-Coastside Report.

Director Dye reported on the SAM meetings held.

CONSENT AGENDA

8. August 20, 2020 Special and Regular Meeting Minutes.

9. August 27, 2020 Special Meeting Minutes.

10. September 24, 2020 Special Meeting Minutes.

11. September 2020 Warrants.

12. October 2020 Warrants.

13. July 2020 Financial Statements.

14. August 2020 Financial Statements.

15. Assessment District Distribution #3-20/21.

16. Assessment District Distribution #4-20/21.

ACTION: Director Blanchard moved to approve the Consent Agenda. (Blanchard/Clark). Approved 5-0.

COMMITTEE REPORTS

17. Report on seminars, conferences, or committee meetings.

INFORMATION CALENDAR

18. Attorney's Report. (Parkin)

19. General Manager's Report. (Duffy)

20. Administrative Staff Report. (Comito)

21. Engineer's Report. (Kennedy Jenks)

22. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:36 pm.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: November 19, 2020

ITEM #7

**Granada Community Services District
November 2020 Warrants**

For the November 19, 2020 Board of Director's Meeting

Date	Num	Name	Memo	Account	Amount
11/19/20	8661	Anna Davidson	Embroidery Class/Instructor Costs	6310 · Park Related Misc Expenses	482.00
11/19/20	8662	Barbara Dye	10/15/20 GCSD, 10/12/20 & 11/09/20 SAM	6040 · Directors' Compensation	235.00
11/19/20	8663	Claudia A. Marshall	Reim for Workshop Supplies	6310 · Park Related Misc Expenses	30.49
11/19/20	8664	Comcast	Invoice dtd 11/03/20	6170 · Utilities	237.85
11/19/20	8665	CSDA	2021 CSDA Membership Renewal	6100 · Memberships	6,595.00
11/19/20	8666	David Seaton	10/15/20 GCSD	6040 · Directors' Compensation	145.00
11/19/20	8667	Dudek	09/26/20-10/30/20 Prof. Svcs	6151 · General Manager	7,304.88
11/19/20	8668	Employment Development Dept	UI Claim Liab dtd 11/04/20	6063 · Employer Payroll Taxes	2,583.00
11/19/20	8669	Eric Suchomel	10/15/20 GCSD	6040 · Directors' Compensation	145.00
11/19/20	8670	Express Plumbing	Medio Creek Maint & Mon-Nov	1617-1 · Medio Creek Xing/Mirada Sewe	975.00
11/19/20	8671	Gaetani Real Estate	Office Lease-Dec 2020	6120 · Office Lease	4,500.00
11/19/20	8672	Half Moon Bay Review	Asst Admin Ad	6160 · Publications & Notices	55.00
11/19/20	8673	Hue & Cry, Inc.	Nov 2020 Pump Stn Alarm	6170-1 · Pump Station	32.65
11/19/20	8674	Innes Business Solutions	Fill-in for Assistant General Manager	6150 · Professional Services	520.00
11/19/20	8675	Jim Blanchard	10/15/20 GCSD	6040 · Directors' Compensation	145.00
11/19/20	8676	Kikuchi & Kankel Design Grp	Prof Svcs through 10/31/2020	5130 · Parks & Rec Professional	3,695.00
11/19/20	8677	Matthew Clark	10/15/20 GCSD, 10/12/20 & 11/09/20 SAM	6040 · Directors' Compensation	235.00
11/19/20	8678	Pacifica Community TV	10/15/20 GCSD	6180 · Video Taping	300.00
11/19/20	8679	PGE	Office Inv dtd 10/23/20	6170 · Utilities	34.65
11/19/20	8680	Rodolpho Romero	Nov 2020 Cleaning	6130 · Office Maintenance & Repairs	70.00
11/19/20	8681	SMC Environmental Health	Naples Bch Pump Stn Hazardous Material Plan	6220 · Miscellaneous	283.00
11/19/20	8682	Sandie Arnott - Tax Collector	048-046-120, 047-251-100, 047-081-350	6220 · Miscellaneous	33.02
11/19/20	8683	Sewer Authority Mid-Coastside	Nov 2020 Asmts	5020 · SAM-Admin/Treat/Env/Inf/Coll	148,424.34
11/19/20	8684	Tri Counties Bank	Oct 2020 Card Charges	6140 · Office Supplies	1,139.56
11/19/20	8685	US Bank	Nov 2020 Svcs	6020 · Copier Lease	356.45
11/19/20	8686	Verizon Wireless	Oct 2020	6170 · Utilities	108.78
11/19/20	8687	Wittwer & Parkin	Oct 2020 Svcs	6090 · Legal Services	3,074.50
11/19/20	8688	Kennedy Jenks	Oct 2020 Svcs	6070 · Engineering Services	13,509.60
				TOTAL	195,249.77

ITEM #8

Granada Community Services District
Statement of Net Position (Unaudited)
As of September 30, 2020

ASSETS

Current Assets	
Checking/Savings	
1020 · Petty Cash	790
1030 · Cash - LAIF	4,037,112
1040 · Tri Counties Bank - Gen Op	67,061
1050 · Tri Counties Bank - Deposit	37,355
1500 · Due from AD	23,440
Total Current Assets	<u>4,165,758</u>
Fixed Assets	
1600 · Land	1,063,640
1615 · Equipment	22,153
1620 · Collections System	11,217,871
1630 · Accumulated Depreciation	<u>(6,733,955)</u>
Total Fixed Assets	<u>5,569,709</u>
Other Assets	
1700 · Advance to MWSD	1,085,094
1710 · Allowance - for Advance to MWSD	<u>(1,085,094)</u>
1720 · Advance to AD- Bond Reserve	364,890
1730 · Advance to AD- NCA Fund	236,477
1735 · Advance to AD- Assesmnt Revenue	142,834
1740 · Security Deposit Office Lease	-
1750 · Investment in SAM	4,455,480
1760 · Deferred Outflows of Resources	109,305
Total Other Assets	<u>5,308,986</u>
Total Assets	<u>15,044,452</u>

LIABILITIES

Current Liabilities	
2000 · Accounts Payable	17,464
2001 · Accrued Vacation	6,248
2020 · Class 3 Deposits	19,055
2100 · Payroll Liabilities	2,744
2225 · Recology-Del Garbage	7,600
2300 · Due to AD	8,521
2310 · Relief Refund Advance	350
Total Current Liabilities	<u>61,982</u>
Long Term Liabilities	
2401 · Net Pension Liability	174,065
2402 · Deferred Inflows of Resources	24,830
Total Long Term Liabilities	<u>198,895</u>
Total Liabilities	<u>260,877</u>

NET POSITION

3000 · Net Assets	5,672,417
3005 · Contributed Capital	9,595,349
Net Income	<u>(484,191)</u>
Total Net Position	<u>\$ 14,783,575</u>

No assurance is provided on these financial statements.

**Granada Community Services District
Revenue & Expenses (Unaudited)
July 1, 2020 through September 30, 2020**

	Jul 1, 2020 - Sep 30, 2020	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2020/2021 Budget
Revenues				
Operating Revenue				
4010 · Property Tax Allocation	\$ 42,521	\$ 50,000	\$ (7,479)	\$ 200,000
4015 · Park Tax Allocation	86,330	122,750	(36,420)	491,000
4020 · Sewer Service Charges-SMC	-	469,750	(469,750)	1,879,000
4021 · Sewer Svc Charges Pro-rated	432	-	432	-
4030 · AD OH Reimbursement	4,607	8,000	(3,393)	32,000
4040 · Recology Franchise Fee	5,600	8,250	(2,650)	33,000
Total Operating Revenue	<u>139,490</u>	<u>658,750</u>	<u>(519,260)</u>	<u>2,635,000</u>
Non Operating Revenue				
4120 · Interest on Reserves	-	14,500	(14,500)	58,000
4130 · Connection Fees	11,750	9,500	2,250	38,000
4140 · Repayment of Adv to AD-BRA	-	-	-	-
4150 · Repayment of Adv to AD-NCA	-	48,825	(48,825)	195,300
4155 · Repayment of Adv to AD-ARF	-	28,675	(28,675)	114,700
4160 · SAM Refund from Prior Yr	-	250	(250)	1,000
4170 · ERAF Refund	-	87,500	(87,500)	350,000
4180 · Misc Income	305	1,250	(945)	5,000
Total Non Operating Revenue	<u>12,055</u>	<u>190,500</u>	<u>(178,445)</u>	<u>762,000</u>
Total Revenues	<u>151,545</u>	<u>849,250</u>	<u>(697,705)</u>	<u>3,397,000</u>
Expenses				
Operations				
5010 · SAM - General	288,967	288,967	-	1,155,867
5020 · SAM - Collections	46,643	46,643	-	186,574
5021 · Lift Station Maint.	2,268	-	(2,268)	-
5050 · Mainline System Repairs	562	2,500	1,938	10,000
5060 · Lateral Repairs	21,913	6,250	(15,663)	25,000
5065 · CCTV	-	6,250	6,250	25,000
5070 · Pet Waste Station	266	300	34	1,200
5110 · RCD - Parks	-	5,000	5,000	20,000
5120 · Half Moon Bay Reimb - Parks	-	10,000	10,000	40,000
5130 · Parks & Rec Professional Services	7,582	25,000	17,418	100,000
Total Operations	<u>368,201</u>	<u>390,910</u>	<u>22,709</u>	<u>1,563,641</u>

No assurance is provided on these financial statements.

**Granada Community Services District
Revenue & Expenses (Unaudited)
July 1, 2020 through September 30, 2020**

	Jul 1, 2020 - Sep 30, 2020	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2020/2021 Budget
Expenses (Continued)				
Administration				
6010 · Auditing	\$ 700	\$ 4,000	\$ 3,300	\$ 16,000
6020 · Copier lease	1,424	1,500	76	6,000
6040 · Directors' Compensation	3,025	2,750	(275)	11,000
6050 · Education & Travel Reimb	-	500	500	2,000
6060 · Employee Compensation				
6061 · Employee Salaries	40,057	44,500	4,443	178,000
6062 · Medical Ins.	3,162	10,043	6,881	40,174
6063 · Employer Payroll Taxes	5,608	11,957	6,349	47,826
6064 · CALPERS Contribution	12,013	12,500	487	50,000
6060 · Employee Compensation - Other	301	-	(301)	-
6070 · Engineering Services	34,028	5,000	(29,028)	20,000
6080 · Insurance	849	7,500	6,651	30,000
6090 · Legal Services	5,423	7,500	2,077	30,000
6095 · Legal Services for Case Related Legal	-	12,500	12,500	50,000
6100 · Memberships	-	2,250	2,250	9,000
6110 · Newsletter	-	1,750	1,750	7,000
6120 · Office Lease	13,350	14,250	900	57,000
6130 · Office Maintenance & Repairs	210	750	540	3,000
6140 · Office Supplies	1,481	750	(731)	3,000
6150 · Professional Services	22,359	29,250	6,891	117,000
6160 · Publications & Notices	478	500	22	2,000
6170 · Utilities	2,398	3,000	602	12,000
6180 · Video Taping	600	1,000	400	4,000
6190 · Computers	2,762	625	(2,137)	2,500
6220 · Miscellaneous	1,031	5,001	3,970	20,000
6230 · Bank Service Charges	201	-	(201)	-
6310 · Park Related Misc Expenses	4,791	-	(4,791)	-
Total Administration	156,251	179,376	23,125	717,500
Capital Projects				
1617-1 · Medio Creek Xing Crossing	2,925	87,500	84,575	350,000
7005 · Manhole Rising	-	-	-	-
7010 · Sewer Main Replacement (CIP)	-	112,500	112,500	450,000
7100 · SAM - Infrastructure	108,359	108,359	-	433,438
7500 · Projects - Parks	-	25,000	25,000	100,000
Total Capital Projects	111,284	333,359	222,075	1,333,438
Total Expenses	635,736	903,645	267,909	3,614,579
Net Income/(Loss)	\$ (484,191)	\$ (54,395)	\$ (429,796)	\$ (217,579)

No assurance is provided on these financial statements.

ITEM #9

DISTRIBUTION REQUEST NO.: #5-20/21
BOND ADMINISTRATION FUND
(Account Number: 94673305)

DISTRIBUTION TOTAL: \$2,653.00

\$6,100,000.00
GRANADA SANITARY DISTRICT
LIMITED OBLIGATION REFUNDING IMPROVEMENT BONDS 2003
Reassessment & Refunding Project

DISTRIBUTION REQUEST
For Payment of Bond Administration Costs

The undersigned Treasurer of the Granada Sanitary District (the "District") hereby requests of the Fiscal Agent for the District the payment of Bond Administration Costs for the items and in the manner and amount stated in the attached Schedule A, and in connection herewith hereby certifies that the payment requested is for the Administrative Costs, and that funds are available in the Bond Administration Fund (Account #94673305) to make such payment, and further states that all requirements for the payment of the amount to be disbursed pursuant hereto have been met.

Dated:
November 19, 2020

Chuck Duffy, Finance Officer/Treasurer

SCHEDULE "A"

DISTRIBUTION REQUEST NO.: #5-20/21

DATE: November 19, 2020
DISTRIBUTE FROM ACCOUNT #: 94673305
ACCOUNT NAME: Bond Administration Fund
DISTRIBUTION AMOUNT: \$ 2,653.00

PAYMENT INSTRUCTIONS: Issue checks and mail as listed below.

Payee	Mailing Address	Services Provided	Amount
Half Moon Bay Review	PO Box 68, Half Moon Bay, CA 94019	Legal Ad-Apportionments	\$ 486.00
GSD	P.O. Box 335, El Granada, CA 94018	GSD OH Reim - Nov 2020	\$ 2,167.00
TOTAL:			\$ 2,653.00

ITEM #10

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #11

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #12

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #13

GRANADA COMMUNITY SERVICES DISTRICT

Administrative Staff Report

Period: October 10, 2020 to November 13, 2020

To: Board of Directors

From: Delia Comito, Assistant General Manager

Date: November 19, 2020

REQUEST FOR PUBLIC RECORDS – There were no requests for public records this period.

APPLICATIONS RECEIVED – There was one application received this period:

Table with 7 columns: Rec'd, CI, Owner or Agent, APN, Address, Sq. Ft., Zone. Rows include applications for ADU, 1A, and VAR types.

Note: Shaded information was previously reported.

PERMITS ISSUED – There were no sewer permits issued this period.

Table with 8 columns: Permit No., CI, Issue Date, Owner or Agent, APN, Address, Sq. Ft., Zone. Rows include permit numbers 3203, 3204, and 3205.

Note: Shaded information was previously reported.

SEWER HOOK-UPS - There were two sewer hook-ups this period:

Table with 7 columns: Hookup Date, Type, Permit No., Permit Issue Date, Owner, APN, Address. Rows include hookup dates 09/23/20, 10/09/20, and 11/02/20.

Note: Shaded information was previously reported.

REPAIRS - There were no repairs this period.

Repair Date	Type	Problem	Location or Address	Cause	Cost
07/16/20	Lat Replacement	Back-up	506 Isabella, EG	Roots	1,668.74
09/24/20	Lat Replacement	Back-up	314 Ave Balboa, EG	Roots	6,980.00
10/15/20	Lat Replacement	Back-up	354 Almeria, EG	Mult offsets	10,927.62

Note: Shaded information was previously reported.

SPECIAL NOTE:

The District received 17 applications for the Assistant Administrator position. Initial interviews with qualified applicants will begin on November 16.

ITEM #14

12 November 2020

Memorandum

To: Granada Community Services District
From: John H. Rayner, District Engineer
Subject: Engineer's Report for November 2020

Medio Creek Crossing at Mirada Road

The leased temporary pumping system has been operating since January 2018. The temporary system will remain in operation until a permanent solution, either a new creek crossing or the Naples Beach Phase 2 project, a sewer to direct flows to the Naples Beach Pump Station, is constructed.

Replacement of Pedestrian Bridge over Medio Creek

The County is designing the replacement of the existing pedestrian bridge over Medio Creek. The project affects the District because it includes demolition of the existing abandoned road bridge on which the District's 10" sewer and temporary 2" force main (FM) are attached. Unless Phase 2 of the Naples Beach Project is constructed first, the temporary 2" FM will need to be rerouted to discharge into a manhole at the intersection of Mirada Rd and Alameda Ave before bridge demolition begins. The cost of the temporary relocation of the 2" force main was estimated by EPS (the contractor for the temporary pumping system) to be \$40,000 in December 2018. Fortunately, the schedule for construction of the replacement bridge has been delayed until Summer 2021 so if the CDP for the Phase 2 project is approved by HMB within the next 2 months, it can be constructed before demolition of the old bridge begins.

Naples Beach Project - Phase 2

As mentioned above, this project will eliminate the need for a Medio Creek sewer crossing. A portion of the new sewer alignment will be on State Parks property. Because of the emergency nature of the project, State Parks staff have agreed to allow construction of the sewer under a Right of Entry Permit (ROE) with formal easement documentation completed afterwards. We have completed and applied for the ROE permit. Fortunately, CEQA approval for both Naples Beach Phase 1 & 2 was obtained in 2010. However, we needed to hire an environmental consultant, WRA, to process a Coastal Development Permit for the Phase 2 project. During Half Moon Bay's review of the draft CDP application, City staff required that a Biological Resources Evaluation (BRE) be prepared before formally submitting the application. The BRE was submitted to the City on August 10th and WRA received the City's review comments in late October. The City's comments were incorporated and the final BRE was submitted to the City on November 4th. City staff intend to process the CDP as an amendment to the original CDP for

Memorandum

Granada Community Services District

12 November 2020

Page 2

the Phase 1 project. We are hoping this can be finalized no later than mid-January so advertising for construction bids can begin by the end of January.

Big Wave (Class 3 Permit)

After the mainline extension for the project was approved by GCSD, the Applicant decided to pursue using a longer onsite sewer, parallel to not on Airport Street, to either eliminate or minimize the length of a mainline extension in the street. The Applicant is now intending to revise its plans of the Wellness Center's onsite sewers to incorporate a long sewer paralleling Airport Street. Once the revised plans are submitted to GCSD, we will review the revised design (sewers will need to be designed and constructed in accordance with GCSD specifications, although they will not be dedicated to the District) and provide review comments back to the Applicant.

6-Year CIP

The design of the first sewer replacement project has been delayed because of issues related to the pandemic. Design should be completed by the end of this year, with advertising for construction bids in January and construction completed by next summer.

ITEM #15

