



## GRANADA COMMUNITY SERVICES DISTRICT

# **AGENDA**

## **BOARD OF DIRECTORS**

### **SPECIAL MEETING at 6:30 p.m.**

### **REGULAR MEETING at 7:30 p.m.**

**Thursday, November 21, 2019**

**CALL SPECIAL MEETING TO ORDER AT 6:30 p.m.** District Office Meeting Room,  
504 Avenue Alhambra, 3<sup>rd</sup> Floor, El Granada.

<b><u>ROLL CALL</u></b>	Directors:	President:	Matthew Clark
		Vice-President:	Barbara Dye
		Director:	Jim Blanchard
		Director:	David Seaton
		Director:	Eric Suchomel
	Staff:	General Manager:	Chuck Duffy
		Legal Counsel:	Bill Parkin
		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**

Communications from the public and members of the District Board and District Staff concerning matters under the subject jurisdiction of the board which are not on the agenda. Speakers are limited to 3 minutes each.

### **ADJOURN TO CLOSED SESSION**

- 1. Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Assistant General Manager.
- 2. Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Assistant Administrator.
- 3. Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Parks & Recreation Coordinator.

- 4. 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.
- 5. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**  
Casa Mira Homeowners Association v. California Coastal Commission – San Mateo County Superior Court Case No. 19-CIV-04677.
- 6. 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.

#### **RECONVENE TO OPEN SESSION**

Report final Board action, if any, from Closed Session.

#### **ADJOURN SPECIAL MEETING**

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

#### **ROLL CALL**

#### **GENERAL PUBLIC PARTICIPATION**

Communications from the public and members of the District Board and District Staff concerning matters under the subject jurisdiction of the board which are not on the agenda. Speakers are limited to 3 minutes each.

#### **ACTION AGENDA**

- 1. Consideration of Variance for APN: 047-208-100, Owners: Robert and Bertina Moules, Location: The Alameda and Portola Avenue, EG, 3,056 Sq. Ft. Parcel, Zoned R-3/S-3.**  
**Recommendation:** To be made by Counsel.
- 2. Consideration of Report from 10/24/19 Burnham Park Workshop and Next Steps.**  
**Recommendation:** To be made by the Board.
- 3. Consideration of Parks and Recreation Mission Statement.**  
**Recommendation:** To be made by the Board.
- 4. Consideration of Winter 2020 Recreation Courses.**  
**Recommendation:** To be made by the Board.

**5. Consideration of Sewer Authority Mid-Coastside Report.**

**Recommendation:** For Board Information.

**CONSENT AGENDA**

- 6. Approve October 17, 2019 Meeting Minutes.**
- 7. Approve November 2019 Warrants.**
- 8. Approve September 2019 Financial Statements.**
- 9. Approve Assessment District Distribution #4-19/20.**
- 10. Approve Dedication of Avenue Portola Mainline Extension Serving APN 047-144-370, as a District Facility.**

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

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

**ADJOURN REGULAR MEETING**

At the conclusion of the October 17, 2019 Meeting:

Last Ordinance adopted: No. 173

Last Resolution adopted: No. 2019-013

This meeting is accessible to people with disabilities. Individuals who require special assistance to participate may request an alternative format of the agenda and packet materials. Notification in advance of the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting and the materials related to it. To request a disability-related modification or accommodation, please contact the District office at (650) 726-7093.

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**

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**AGENDA NOTICE**

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There are no documents for Closed Session.



**ITEM #1**





## FINDINGS FOR SEWER PERMIT VARIANCE

Moules

APN: 047-208-100

The Alameda/Avenue Portola, El Granada

- (1) **REQUIRED FINDING:** Where the property is shown on a map first recorded prior to August 14, 1929 and has not been approved after March 4, 1972 by a recorded final subdivision map, it has been lawfully created for land use purposes by having been the subject of a legal conveyance into ownership separate from all contiguous parcels. Where a parcel is 4,750 square feet or greater in the S-17 or S3 Zoning Districts, or 8,800 square feet or greater in the S-94 Zoning District, a chain of title shall not be required to establish a basis for this finding unless determined to be necessary by the District Board.

**INFORMATION REQUIRED:** Chain of Title from a Title Insurance Company for all transactions claimed to constitute sale, lease or financing of the parcel which is the subject of the variance application and each vacant parcel sharing a boundary line with the subject parcel, from the date the Applicant contends the subject parcel was first legally created to the date of the application.

**FINDING:**

The current zoning for the parcel is R-3/S-3/DR/CD (Multiple-Family Residential District/S-3 Combining District with 5,000 sq. ft. minimum parcel size/Design Review/Coastal Development) and the parcel is 3,056 square feet. The subject parcel is adjacent to developed parcels to the east and south and borders The Alameda and Avenue Portola to the north and west.

Lot 8, block 27 is designated on the Map entitled "Plat of Resubdivision of Subdivisions Nos. 2 and 3 of Granada, San Mateo County, California," which Map was filed in the Office of the Recorder of the County of San Mateo, State of California on August 4, 1908, in Book 6 of Maps at Page 29. This parcel first was conveyed separately from surrounding adjacent parcels on December 5, 1913, which conveyance was recorded on January 6, 1914. The parcel was, again, conveyed separately from surrounding adjacent parcels on January 17, 1936, June 3, 1949, June 12, 1950, October 22, 1956, September 30, 2008, November 8, 1971, and successively thereafter. Therefore, the parcel was legally created and this finding can be made in the affirmative.

- (2) **REQUIRED FINDING:** Where the property is not shown on any recorded map but is shown on a deed into separate ownership recorded prior to July 20, 1945, it has been lawfully created for land use purposes by having been the subject of a legal conveyance into ownership separate from all contiguous parcels. Where a parcel is 4,750 square feet or greater in the S-17 or S-3 Zoning Districts, or 8,800 square feet or greater in the S-94 Zoning District, a chain of title shall not be required to establish a basis for this finding unless determined to be necessary by the District Board.

**INFORMATION REQUIRED:** Same as for (1), above.

**FINDING:** Same as for (1), above. The parcel was deeded into separate ownership from adjacent parcels prior to 1945. Therefore, this finding can be made in the affirmative.

- (3) **REQUIRED FINDING:** Where the property is in the Coastal Zone, it has not been conveyed into ownership separate from all contiguous parcels for the first time after the February 1, 1973 effective date of vested rights under the California Coastal Act without a Coastal Development Permit approving a land division for the creation of such parcel.

**INFORMATION REQUIRED:** Same as for (1) above.

**FINDING:** Same as for (1) above. Lot 8, which is the subject property of this Variance Application, was conveyed into separate ownership from all contiguous parcels prior to February 1, 1973, specifically on December 5, 1913. Therefore, this parcel was legally created under the Coastal Act.

- (4) **REQUIRED FINDING:** Unless a parcel is 4,750 square feet or greater in the S-17 or S-3 Zoning Districts, or 8,800 square feet or greater in the S-94 Zoning District, a Certificate of Compliance or Conditional Certificate of Compliance has been issued for the property, and if the property is in the Coastal Zone, a Coastal Development Permit process was conducted for the issuance of such Certificate, if required by law or regulation.

**INFORMATION REQUIRED:** A Certificate of Compliance (conditional or unconditional) and a Coastal Development Permit if the subject parcel is in the Coastal Zone (or equivalent proof of parcel legality satisfactory to the District Board of Directors).

**FINDING:** The Subject Property is 3,056 square feet in the S-3 Zoning District.

The Board of Directors of the Granada Community Services District can, and hereby does make this Required Finding (4).

- (5) **REQUIRED FINDING:** There are no features of the property or the development proposed thereon which have the potential to have a greater than usual contribution to wet weather sewage overflow.

**INFORMATION REQUIRED:** Site Plan, Topographic Map and Building Permit plans for the subject parcel including calculations by the drafter of the plans showing the percentage of the subject parcel covered with impervious surfaces.

**FINDING:** Pursuant to County of San Mateo Zoning Regulations for Site Coverage, the maximum parcel coverage is 50% for structures in the S-3 district, plus an additional 10% of site coverage for impervious surface area less than 18" above ground level ("non-structures"). (County Zoning Regs §§ 6300.9.11.50 and 6300.9.11.70). The proposed parcel coverage for the structure is 1,486.19 square feet (48.63%) and the development proposed complies with the site coverage for structures. The maximum site coverage for

impervious non-structures is 10% which equals 306 square feet in this case and the proposed coverage for impervious non-structures is 581.53 square feet (19.02%); hence, the site coverage for structures would not comply with the County standards. However, the County will enforce this standard and the applicant will have to reduce the amount of impervious non-structures to make the development comply with the County Code. With compliance, this finding can be made.

- (6) **EQUIRED FINDING:** Provision of sewer service to the parcel which is the subject of the application would not significantly adversely affect the ability of the District to serve a conforming parcel in view of the applicable buildout limits in the County of San Mateo Local Coastal Program. Where the size of the subject parcel is less than 60% of minimum parcel size, the District can only make the finding that provision of sewer service would not significantly adversely affect the ability of the District to serve a conforming parcel in view of the applicable buildout limits in the County of San Mateo Local Coastal Program by placing a condition upon a recorded Sewer Permit that limits the number of bedrooms that the Sewer Permit will serve to two bedrooms.

**INFORMATION REQUIRED:** The District already has or can obtain this information in the form of documentation showing the number of parcels in the District which have merged or which had their development rights transferred or otherwise eliminated since the completion of the Parcel Inventory and Development Potential Assessment for the Granada Sanitary District (prepared by J. Laurence Mintier & Associates in association with Kennedy/Jenks Consultants (District Engineer)). The District will apply the information to the application before it.

**FINDING:** The parcel is 3,056 square feet in size (short of the 5,000 square foot minimum zoning requirement used for buildout calculations by 1,944 square feet, *i.e.*, 61% of the minimum parcel size).

The Board of Directors of the Granada Community Services District finds that because the subject parcel is more than 60% (*i.e.*, 61%) of the minimum parcel size, the District can make this Finding (6) that the provision of sewer service would not significantly adversely affect the ability of the District to serve a conforming parcel.

- (7) **REQUIRED FINDING:** Granting of the variance would not constitute a special privilege not available to other property owners similarly situated.

**INFORMATION REQUIRED:** Written statement of relevant facts from Applicant comparing contiguous or nearby properties.

**FINDING:** This is a Finding requiring the District Board's factual determination. The parcel is 3,056 square feet (short of the 5,000 square foot minimum zoning requirement used for buildout calculations by 1,944 square feet, *i.e.*, 61% of the minimum parcel size). This could be considered a special privilege. However previous variances have been granted for parcels of similar size in this and adjacent zones. An adjacent parcel

(APN 047-208-090) is substantially smaller than the subject parcel, 2,400 square feet or less.

The Board of Directors of the Granada Community Services District finds that provision of sewer service to the parcel which is the subject of this application will not constitute a special privilege not available to other property owners similarly situated.

- (8) **REQUIRED FINDING:** The property owner has demonstrated by a preponderance of the evidence presented to the District Board that the parcel cannot be rendered conforming (without rendering any contiguous parcel nonconforming) by acquisition of one or more contiguous parcels by payment of fair market value for such contiguous parcel(s).

**INFORMATION REQUIRED:** Parcel size and setback for each contiguous parcel sharing a boundary line with the subject parcel and name and address of owner(s) of each such contiguous parcel together with documentation showing that each such owner has been offered fair market value for a portion of such contiguous property such that the subject parcel would be rendered conforming. The fair market value offer is not required if contiguous property is not vacant or, if developed, does not exceed minimum parcel size under the zoning ordinance.

**FINDING:** Applicant has provided information demonstrating why the parcel cannot be rendered conforming by acquisition of one or more contiguous parcels. There are no adjacent vacant parcels. According to the Applicant, the Applicant has made an offer to the owner of the adjacent substandard (2,400 square feet) parcel (APN 047-208-090), and the Applicant has received no response to this offer. Regardless, the Applicant is not required or permitted to attempt to render the Applicant's property conforming by making this adjacent 2,400-square-foot parcel further nonconforming. The Applicant has submitted no evidence to suggest that the Applicant has offered to purchase a portion of the adjacent developed parcel (APN 047-208-110) that is above the minimum parcel size (5,750 square feet). However, purchase of the excess lot area from APN 047-208-110 (750 square feet) is insufficient to render the subject property conforming, as the subject property is nonconforming by 1,944 square feet. It is a factual determination for the Board to make whether these reasons are sufficient to establish that the parcel cannot be rendered conforming.

The Board of Directors of the Granada Community Services District finds that the property owner has demonstrated by a preponderance of the evidence that the parcel cannot be rendered conforming through purchase of adjacent vacant parcels.

- (9) **REQUIRED FINDING:** The component lots comprising the property do not qualify for merger or will be merged or rendered undevelopable as a condition of the issuance of the variance.

**INFORMATION REQUIRED:** The District already has the needed information in the form of documentation showing the standards for merger in effect in the County of San Mateo at the time the variance application is considered by the District Board.

**FINDING:** No merger is possible based on the evidence submitted by the Applicant. This finding can be made in the affirmative.

- (10) **REQUIRED FINDING:** The current property owner will not voluntarily accept a refund of fees, charges and/or assessments paid in exchange for agreement that the parcel will not ever be used to generate wastewater or garbage and there is no adopted District policy to unilaterally implement such a refund.

**INFORMATION REQUIRED:** Written statement from the Applicant of intent to develop. There is currently no District policy for unilateral implementation of such a refund.

**FINDING:** The Applicant provided a written statement dated June 1, 2019. This finding can be made in the affirmative.

- (11) **REQUIRED FINDING:** For parcels which are less than 4,750 square feet in the S-17 or S-3 Zoning Districts, and for parcels which are less than 8,800 square feet in size in the S-94 Zoning District, the variance application was considered at a semi-annual meeting of the District Board held to consider and grant a total of no more than one semi-annual variance from among such variance applications submitted during the preceding six months based on the comparative merits of such application.

**INFORMATION REQUIRED:** Confirmation to be provided by District Administrator.

**FINDING:** This parcel is 3,056 square feet in the S-3 Zoning District, which requires a parcel size measuring 5,000 square feet. This Variance Application qualifies for semi-annual consideration, because it is less than 4,750 square feet. There have been no other variance applications submitted in the past six months other than this one. Therefore, the issuance of this Variance will not result in the issuance of more than one semi-annual variance.



**GRAND JAY COMMUNITY SERVICES DISTRICT**

504 Avenue Alhambra, Third Floor • P.O. Box 335 • El Granada, CA 94018  
Telephone: (650) 726-7093 • Facsimile: (650) 726-7099

**VARIANCE APPLICATION**

Parcel Information: Assessor's Parcel Number: 047 12081 100 Lot(s): 5 Block: 27  
Parcel Address or Location: 047-208-100 The Alamedas / Ave. Portola

Owner: Name(s) Robert & Bertina Mouks Phone: (650) 759-7814  
Address: 690 Terrace ave. Fax #: \_\_\_\_\_  
Half moon Bay ca 94019 Cell #: (650) 759-7814

Owner's Agent: Name(s) \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: N/A Fax #: \_\_\_\_\_  
Cell #: \_\_\_\_\_

Contractor: Name(s) \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Fax #: \_\_\_\_\_  
Cell #: \_\_\_\_\_

Parcel Sq. Footage.: 3056 Zoning District: R-3/S-3 Structure(s) Sq. Footage: 2864  
(Total)  
Type of development (Check one): Single Family Dwelling: \_\_\_\_\_ Multiple Unit/Apartments:   
Mixed Use (Commercial Use Structure with a Living Unit): \_\_\_\_\_

Are there any trees on the parcel (Yes/No)?: NO If yes, how many?: \_\_\_\_\_ # to be Removed: \_\_\_\_\_

Additional Comments: duplex unit

For Single Family Dwellings Only:

Dwelling Sq. Ft.: \_\_\_\_\_ Garage: 1 ea. unit No. of Bedrooms: 3 ea. unit No. of Baths: 2 ea. unit

For Mixed Use Only:

Check or Enter No.: Warehouse(s): \_\_\_\_\_ No. of Offices: \_\_\_\_\_ Square footage of Living Unit: \_\_\_\_\_

Applicants Signature: Robert Mouks Date: 6/11/2019

Printed Name: Robert Mouks Address: 690 Terrace ave. HMB 94019

**FOR DISTRICT USE ONLY (Please do not write below this line)**

Attachments Provided:		DATE RECEIVED: <u>9/4</u>	
<input checked="" type="checkbox"/> Grant Deed	<input checked="" type="checkbox"/> Sq. Ft. Verified <u>7/25/19</u>	<input checked="" type="checkbox"/> Contig Owner Info	<input type="checkbox"/> Agent Form
<input checked="" type="checkbox"/> Chain of Title	<input type="checkbox"/> Contig Vac Parcel Setbk	<input checked="" type="checkbox"/> No Acpte Stmt	<input type="checkbox"/> Other: <u>ca 9/4/19</u>
<input checked="" type="checkbox"/> Building Plans <u>7/25/19</u>	<input checked="" type="checkbox"/> Contig Fair Mkt Doc	<input type="checkbox"/> Merger Docs	Complete?: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO
No. of NCA's: <u>1</u>	No. Needed: <u>2</u>	NCA Pur App Needed? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	Application Fee: \$ <u>750</u>

Sept 2018

RECORDING REQUESTED BY:  
Lawyers Title Company

2018-069767

10:35 am 09/06/18 DE Fee: 41.00  
Count of Pages 10 UN  
Recorded in Official Records  
County of San Mateo  
Mark Church  
Assessor-County Clerk-Recorder

When Recorded Mail Document  
and Tax Statement To:  
Robert Moules and Bertina Moules and  
Elisabeth Anne Moules  
690 Terrace Avenue  
Half Moon Bay, CA 94019



SPACE ABOVE THIS LINE FOR RECORDER'S USE

Escrow Order No.: FLNP-0051800622  
Property Address: Vacant APN 047-208-100,  
El Granada, CA 94018  
APN/Parcel ID(s): 047-208-100

**GRANT DEED**

The undersigned grantor(s) declare(s)

- This transfer is exempt from the documentary transfer tax.
  - The documentary transfer tax is \$132.00 and is computed on:
    - the full value of the interest or property conveyed.
    - the full value less the liens or encumbrances remaining thereon at the time of sale.
- The property is located in  an Unincorporated area.

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged, Christino Dumlao and Belinda Hong Dumlao, as Co-Trustees of the Dumlao Revocable Trust, dated December 5, 2017 and Melvin Hong, an unmarried man who acquired title as a married man, as his sole and separate property and Connie Hong-Smith, Trustee of Connie Hong Revocable Living Trust dated March 1, 1987 and Harold Hong, Trustee of Harold Hong Revocable Living Trust dated July 11, 2006

hereby GRANT(S) to Robert Moules and Bertina Moules, husband and wife and Elisabeth Anne Moules, a single woman, all as joint tenants

the following described real property in the Unincorporated Area of the County of San Mateo, State of California:  
SEE EXHIBIT "A" ATTACHED HERETO AND MADE A PART HEREOF

**MAIL TAX STATEMENTS AS DIRECTED ABOVE**

Grant Deed  
SCA0000129.doc / Updated: 11.20.17

Printed: 08.21.18 @ 05:07 PM  
CA-LT-FLNP-03410.200005-FLNP-0051800622




**EXHIBIT "A"**  
Legal Description

For APN/Parcel ID(s): 047-208-100

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE UNINCORPORATED AREA IN COUNTY OF SAN MATEO, STATE OF CALIFORNIA AND IS DESCRIBED AS FOLLOWS:

LOT 8 IN BLOCK 27, AS SHOWN ON THAT CERTAIN MAP ENTITLED "PLAT OF RESUBDIVISION OF SUBDIVISIONS NOS. 2 AND 3 OF GRANADA, SAN MATEO COUNTY, CALIFORNIA", WHICH WAS FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO COUNTY, STATE OF CALIFORNIA ON AUGUST 4, 1908 IN BOOK 6 OF MAPS AT PAGE 29.

JPN 047-020-208-10

<p>Recorded at the Request of, and When Recorded Return to: Pete Bentley, Project Planner Planning and Building Department 455 County Center, 2nd Floor Mail Drop PLN122 Redwood City, CA 94063</p> <p style="text-align: center;"><b>GRANADA</b> <b>Community Services Dist</b></p> <p style="text-align: center;">SEP 03 2019</p> <p>Rec'd By: _____</p>	<p>For Clerk Use Only</p> <p style="text-align: center;"><b>2019-071264 CONF</b></p> <p style="text-align: center;">2:28 pm 09/03/19 CC Fee: 29.00 Count of pages 5 Recorded in Official Records County of San Mateo Mark Church Assessor-County Clerk-Recorder</p>  <p style="text-align: center;">* \$ R 0 0 0 2 7 4 8 7 6 0 \$ *</p>
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County of San Mateo  
Planning and Building Department

**CERTIFICATE OF COMPLIANCE**  
Pursuant to Government Code Section 66499.35(a)

Planning File No. PLN 2019-00266

The County of San Mateo has received a request from Robert Moules, 690 Terrace Avenue, Half Moon Bay, CA 94019, to determine if real property owned by Robert Moules, identified as Lot 8, Block 27 as shown on that certain Map entitled "Plat of Re-Subdivision of Subdivisions Nos. 2 and 3 of Granada", San Mateo County, California, filed in the Office of the County Recorder of San Mateo County, August 4, 1908 in Book 6 of Maps at page 29, complies with the provisions of the California Subdivision Map Act and the San Mateo County Subdivision Ordinance.

Property Description

APN 047-208-100 (Lot 8)

All that certain real property located in the unincorporated area of San Mateo County, State of California, and being more particularly described as follows:

LOT 8 IN BLOCK 27, AS SHOWN ON THAT CERTAIN MAP ENTITLED "PLAT OF RESUBDIVISION OF SUBDIVISION NOS. 2 and 3 OF GRANADA, SAN MATEO COUNTY CALIFORNIA", WHICH WAS FILED IN THE OFFICE OF THE COUNTY RECORDER OF SAN MATEO, STATE OF CALIFORNIA ON AUGUST 4, 1908 IN BOOK 6 OF MAPS AT PAGE 29.

A plat showing the above-described parcel is attached hereto and made a part of this Certificate of Compliance.

This parcel (047-208-100) was first conveyed separately from surrounding parcels in January 1914, prior to July 1945, the effective date of the County's first Subdivision

**Certificate of Compliance**

APN 047-208-100

Page 2

Ordinance. This parcel (047-208-100) was conveyed again, by grant deed, in August 2018. Thus, the parcel meets the requirements established to confirm legalization as a "Certificate of Compliance (Type A)."

This is to certify that the real property described above complies with the State of California Subdivision Map Act and the San Mateo County Subdivision Ordinance.

**NOTICE:** This document certifies compliance with the State of California Subdivision Map Act and the San Mateo County Subdivision Regulations only. Any development on, or use of, the property described herein is subject to the San Mateo County General Plan, Zoning Regulations, building regulations, and other County regulations affecting use and development of the property. Further, this Certificate of Compliance shall in no way affect the requirements of any other federal, State or local agency that regulates development or use of real property.



Steve Monowitz  
Community Development Director  
County of San Mateo

8/28/19

Date

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document, to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California )

County of San Mateo )

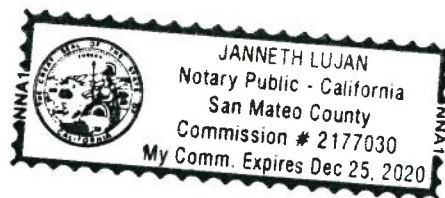
On August 28, 2019, before me, Janneth Lujan, a Notary Public, personally appeared STEVE MONOWITZ, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

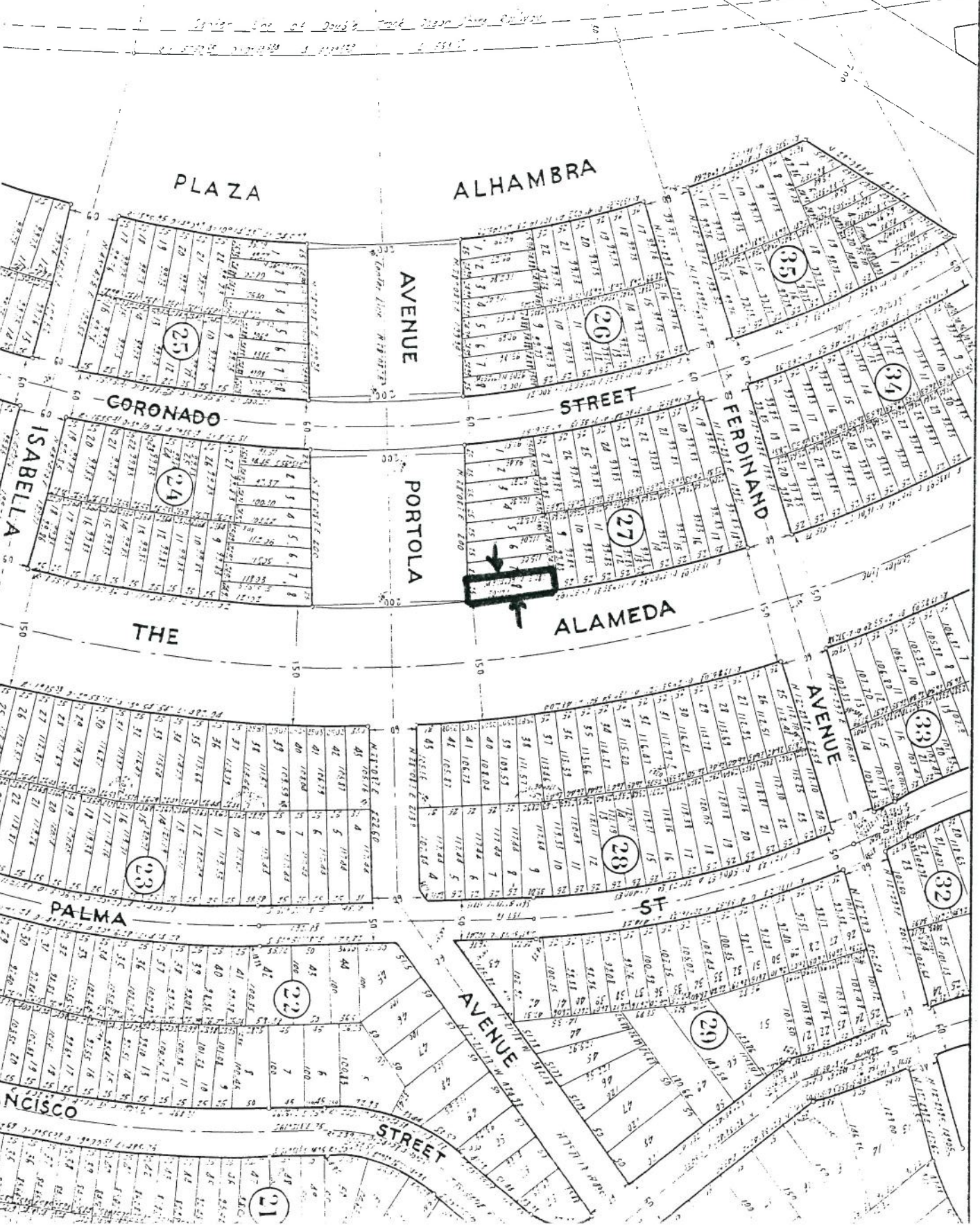
WITNESS my hand and official seal.

Signature

Janneth Lujan



00 AVE... SEAM... ENT... EBO... FO... AL... ECHO...



PLAZA

ALHAMBRA

AVENUE

25

26

35

34

CORONADO

STREET

FERDINAND

ISABELLA

24

PORTOLA

27

THE

ALAMEDA

AVENUE

33

23

28

32

PALMA

ST

AVENUE

29

ANCISCO

STREET

21

**Relevant facts with regard to APN 047-208-100**

The subject parcel is an original subdivision lot and is a legal lot in the County of San Mateo. It is located on a nearly fully developed street in the El Granada community. The topographical characteristics of the parcel are extremely comparable to parcels located on the west side of Alameda & Avenue Portola which receive service from the sewer district.

The proposed development is proportionally scaled to the parcel size and has been evaluated by the Coastside Design Review Committee and San Mateo County Planning Commission and has been deemed compatible with the community.

Attempts to purchase the adjacent substandard parcel by both the previous owner and myself were deemed unreasonable. (See attached).

## Summary of Property Details:

- **APN 047-208-100:**

- Owner Name-Robert and Bertina Moules
- Owner Mailing-690 Terrace Ave. Half Moon Bay, Ca 94019
- Approximately-3,056 Sq.Ft.
- Legal Description- Lot 10 Block 27
- Set backs will be Front/Rear and sides 3 and 5 feet

- **APN 047-208-090:**

- Owner Name -Nancy Kennedy
- Owner Mailing-#8 Pietro Place Dobbs Ferry, NY 1052-1110
- Approximately-2,400 Sq Ft.
- Legal Description-Lot 9 Block 27
- Setbacks will Front/Rear 20 and sides 3 and 5 feet

- **APN 047-208-110:**

- Owner Name-Josh Beck
- Owner Mailing-167 Ave. Portola El Granada, Ca 94018
- Approximately-5,750 Sq Ft.
- Legal Description-Lot 11 Block 27
- Setbacks will be Front/Rear 20 and sides 5 and 5 being the minimum allowed

Nancy Kennedy  
#8 Pietro Place  
Dobbs Ferry, NY 10522-1110

July 2, 2019

Robert Moules  
690 Terrace Ave.  
Half Moon Bay, CA 94019

Dear ~~Mr.~~ *Mrs. Nancy Kennedy*

My name is Robert Moules. I own a 3,056 sq. ft. vacant parcel on The Alameda (adjacent to yours) and will be building a residence in the not too distant future. I have one last approval to receive, a sewer variance from El Granada Sanitary District. I was informed by the District that I need to approach owners of adjoining parcels to see if they are willing to sell any land in excess of that need to keep their parcel and /or existing development conforming, even if the additional area will not make my parcel conform to the 5,000 sq. ft. parcel size set by the S-17 zoning district.

I paid \$40.00/sq. ft. for my parcel, and I am willing to pay \$45/sq. ft. for any land you are willing to sell. In addition, I would pay for the required lot line adjustment fees. Please contact me if there is any interest in selling.

I can be reached at (650) 759-7814

Thank you for your time and consideration.

I look forward to being neighbors.

Regards,

Robert Moules



Granada Community Services District

PROPERTY OWNER STATEMENT  
"NO ACCEPTANCE OF FEES"

I / we Robert & Bertina Moules have submitted a sewer permit Variance Application to the District regarding the Property described as \_\_\_\_\_, (Enter address or, if vacant, enter "Vacant" with the street name, parcel lot number and block number), Assessor's Parcel No(s). 047 - 208 - 100, and hereby voluntarily make the following declaration in order to comply with District Ordinance Code section 603c.2(k):

I / we will not agree to the removal of any Granada Sewer Bond assessment levy and the refund of fees, charges and prior paid assessments in exchange for an agreement not to ever develop the property and not to ever generate wastewater or garbage from the property.

Current Property Owner(s):

Signature:

X [Signature]  
Robert Moules

(NAME PRINTED)

Date:

6/1/19

Signature:

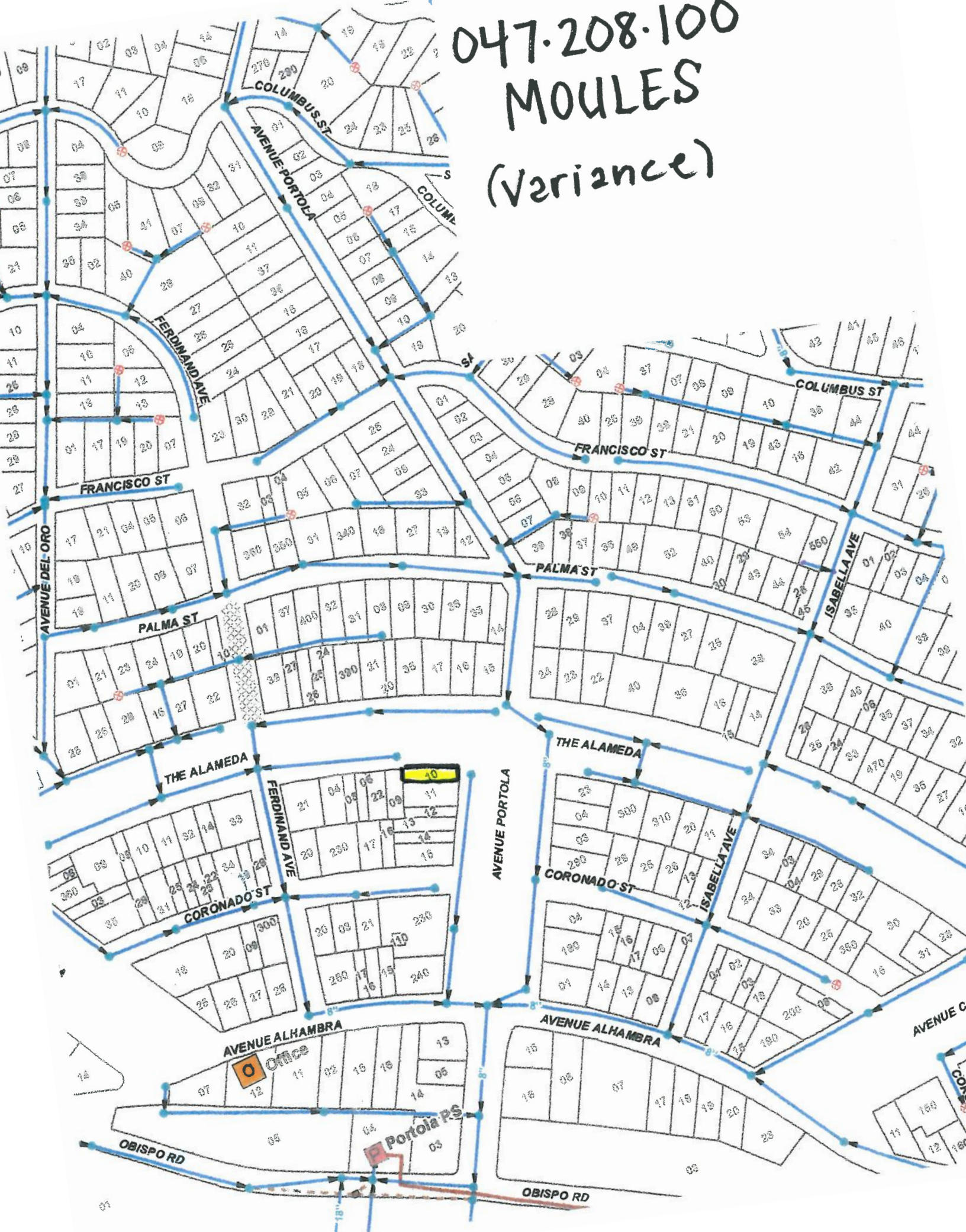
X [Signature]  
Bertina Moules

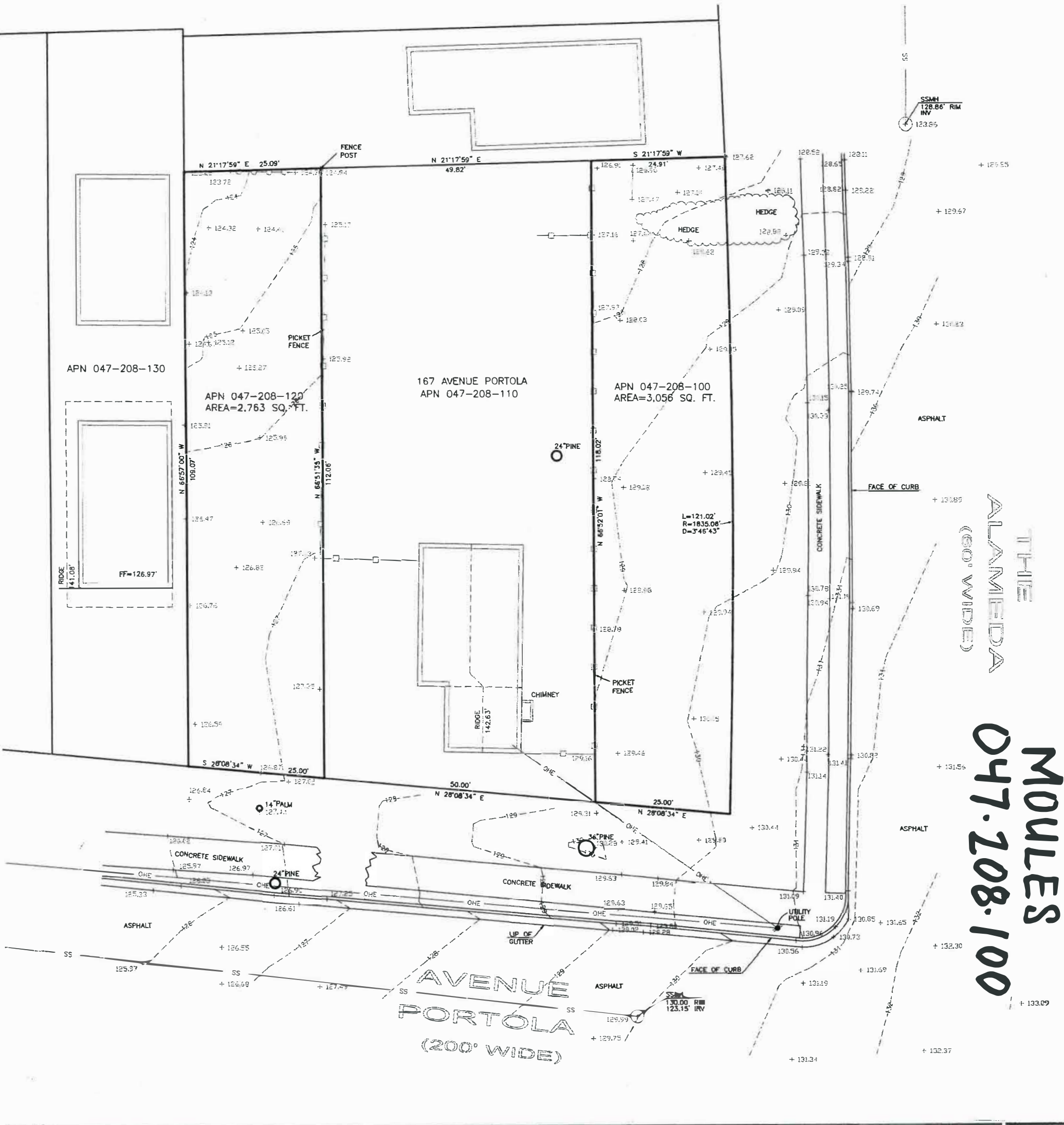
(NAME PRINTED)

Date:

6/1/19

047-208-100  
MOULES  
(Variance)



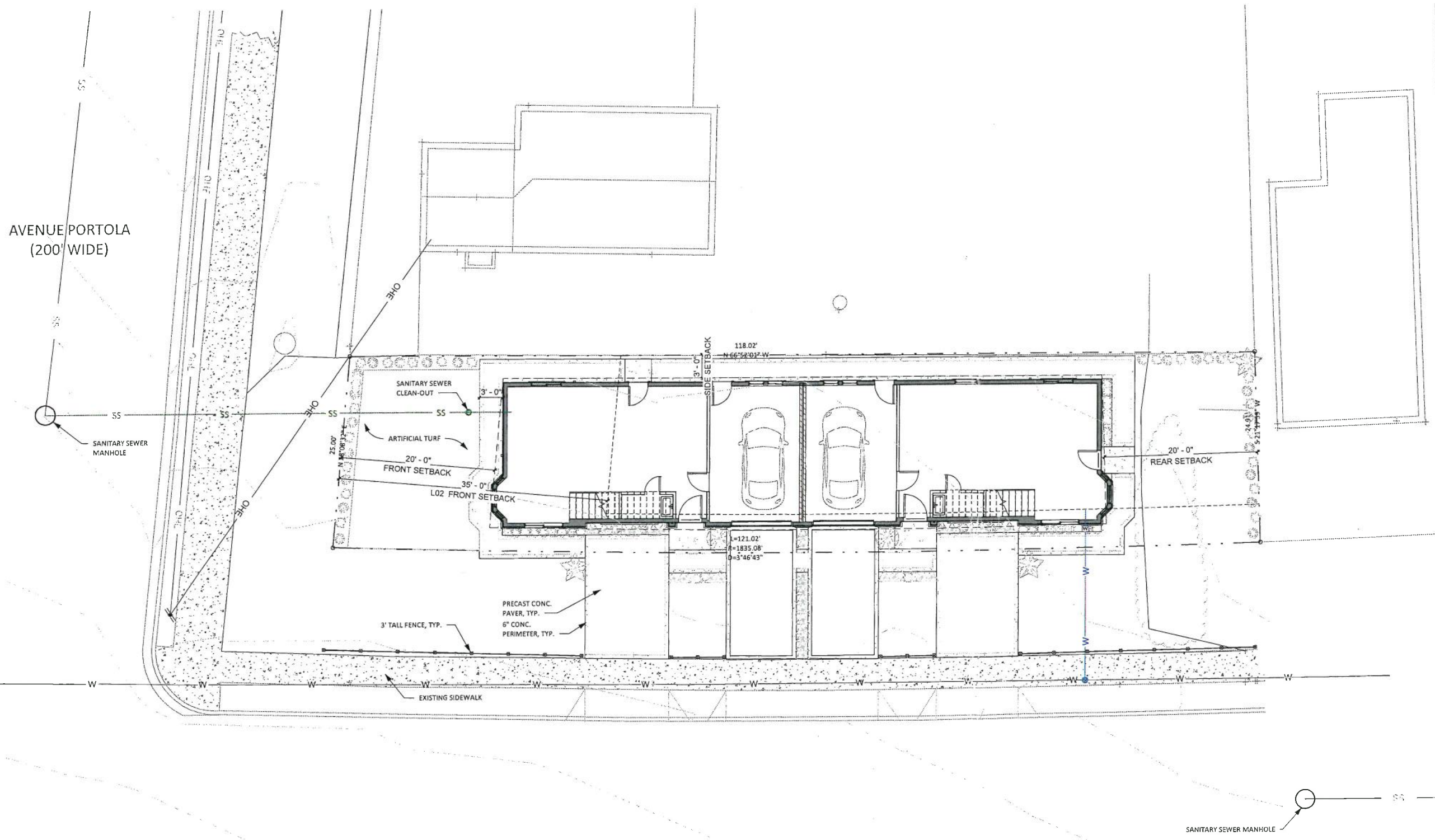


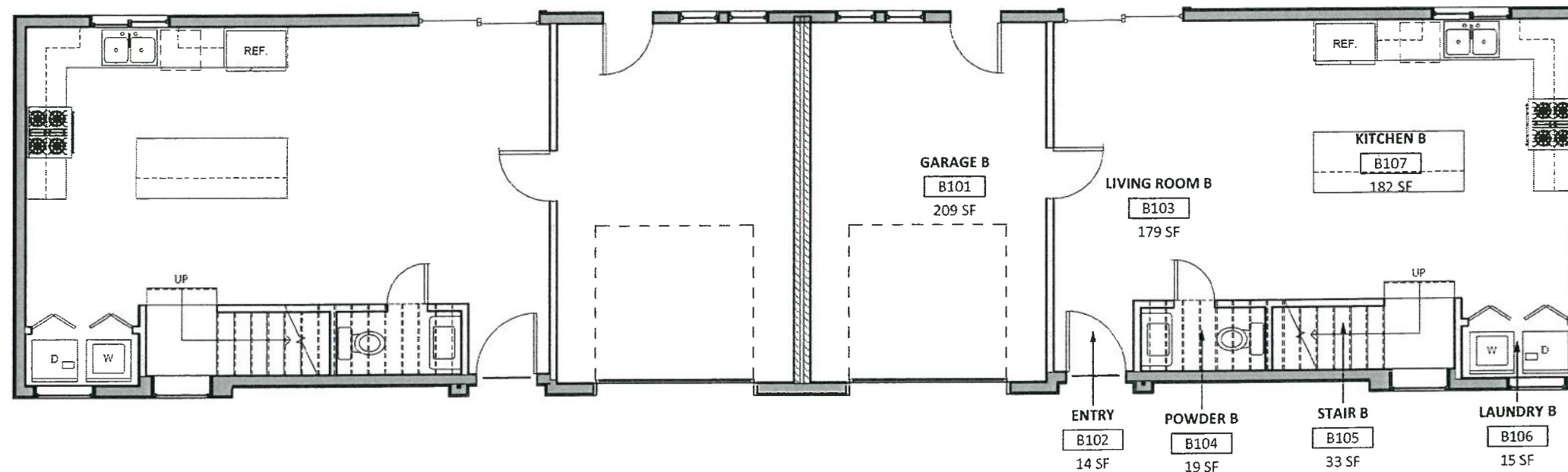
THE ALAMEDA  
 (60' WIDE)  
**MOULES**  
 047.208.100

Date	No.	Revisions
8-25-12		
Scale 1"=20'		
Design		
Drawn SPM		
Approved SPM		
Job No.		

**TOPOGRAPHIC SURVEY OF LOT 5 AND 8**  
**BLOCK 27, BOOK 6 OF MAPS PAGE 29, (APN 047-208-100/120)**  
 CITY OF EL GRANADA      SAN MATEO COUNTY      CALIFORNIA

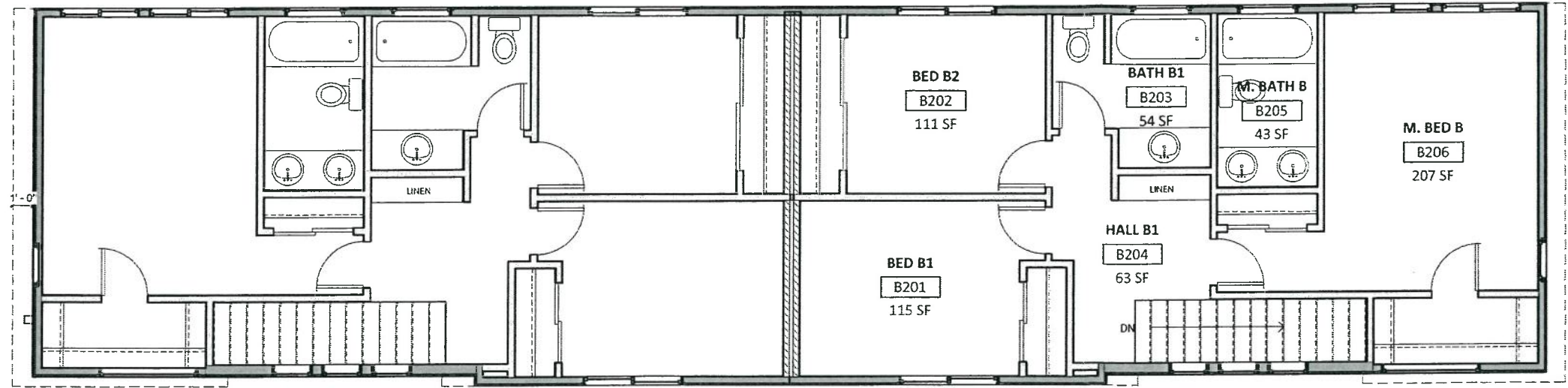
SAHOR P. MICALLEF LA  
 421 WILDWOOD DRIVE  
 SOUTH SAN FRANCISCO  
 805/709-2423





LEVEL 1 - FLOOR PLAN

SCALE  
1/4" = 1'-0"



LEVEL 2 - FLOOR PLAN

SCALE  
3/4" = 1'-0"

2



THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR THE USE OF THE SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION BY SEAN FREITAS, ARCHITECT.

PROJECT: 20190109

CLIENT:  
BERTINA & ROBERT MOULES  
APN 047-208-100  
EL GRANADA, CA 94018  
Tel:  
Email:

NEW PROJECT FOR:  
**BERTINA & ROBERT MOULES**  
APN 047-208-100  
EL GRANADA, CA 94018

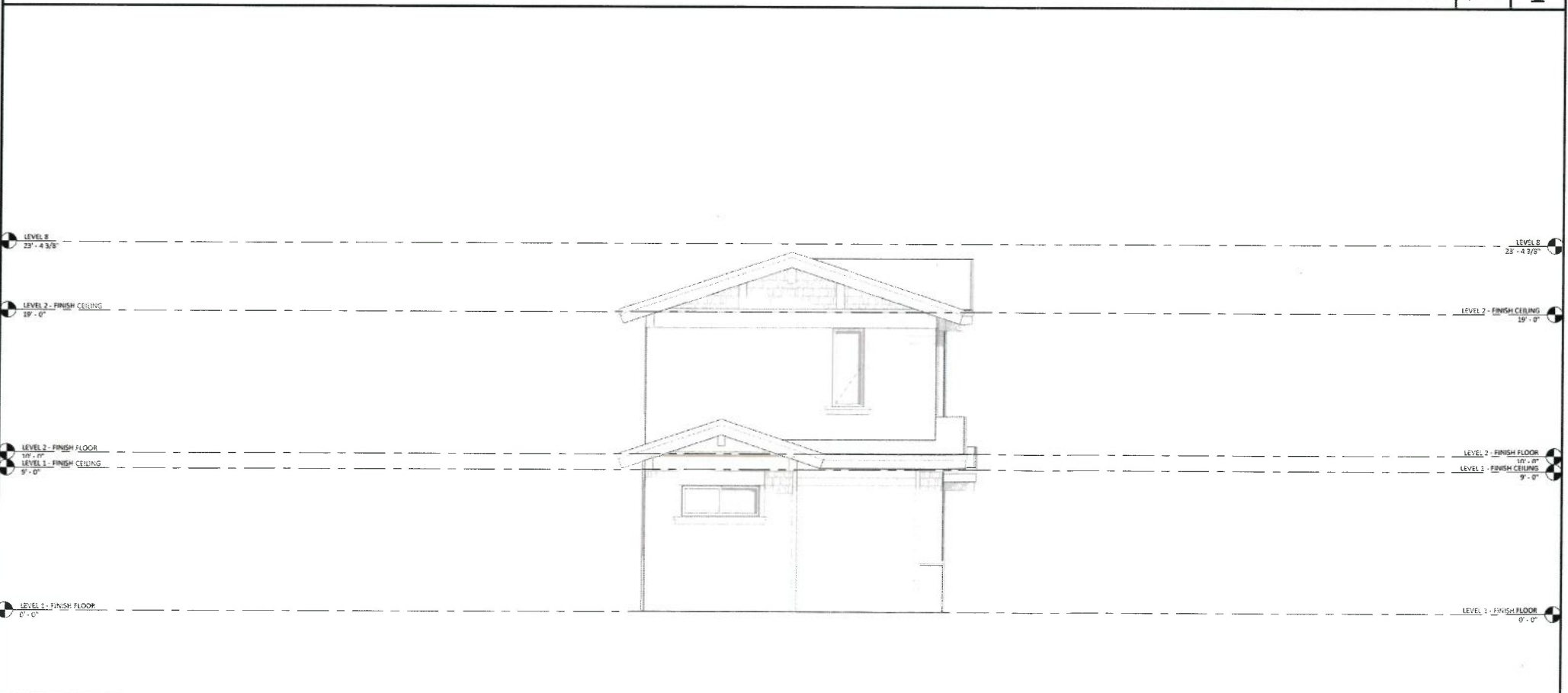
TITLE:  
EXTERIOR ELEVATIONS  
ISSUES:  
Project Issue Date: 02/25/19  
Revised Issue Date: 02/25/19  
Revised Issue Date: 02/25/19  
Revised Issue Date: 02/25/19

ARCHITECT'S APPROVAL:

SHEET:  
**A7.11**  
SHEET 11 OF 25 SHEETS



0 2' 4' 6' EXTERIOR ELEVATION - SOUTH SCALE 1/4" = 1'-0" 1



0 2' 4' 6' EXTERIOR ELEVATION - WEST SCALE 3/4" = 1'-0" 2

THESE DRAWINGS ARE INSTRUMENTS OF SERVICE AND ARE THE PROPERTY OF SEAN FREITAS, ARCHITECT. ALL DESIGN INFORMATION CONTAINED IN THESE DRAWINGS ARE FOR THE USE OF THE SPECIFIED PROJECT AND SHALL NOT BE USED OTHERWISE WITHOUT EXPRESSED WRITTEN PERMISSION BY SEAN FREITAS, ARCHITECT.

PROJECT: 20190109

CLIENT:  
BERTINA & ROBERT MOULES  
APN 047-208-100  
EL GRANADA, CA 94018  
Tel: \_\_\_\_\_  
Email: \_\_\_\_\_

NEW PROJECT FOR:  
**BERTINA & ROBERT MOULES**  
APN 047-208-100  
EL GRANADA, CA 94018

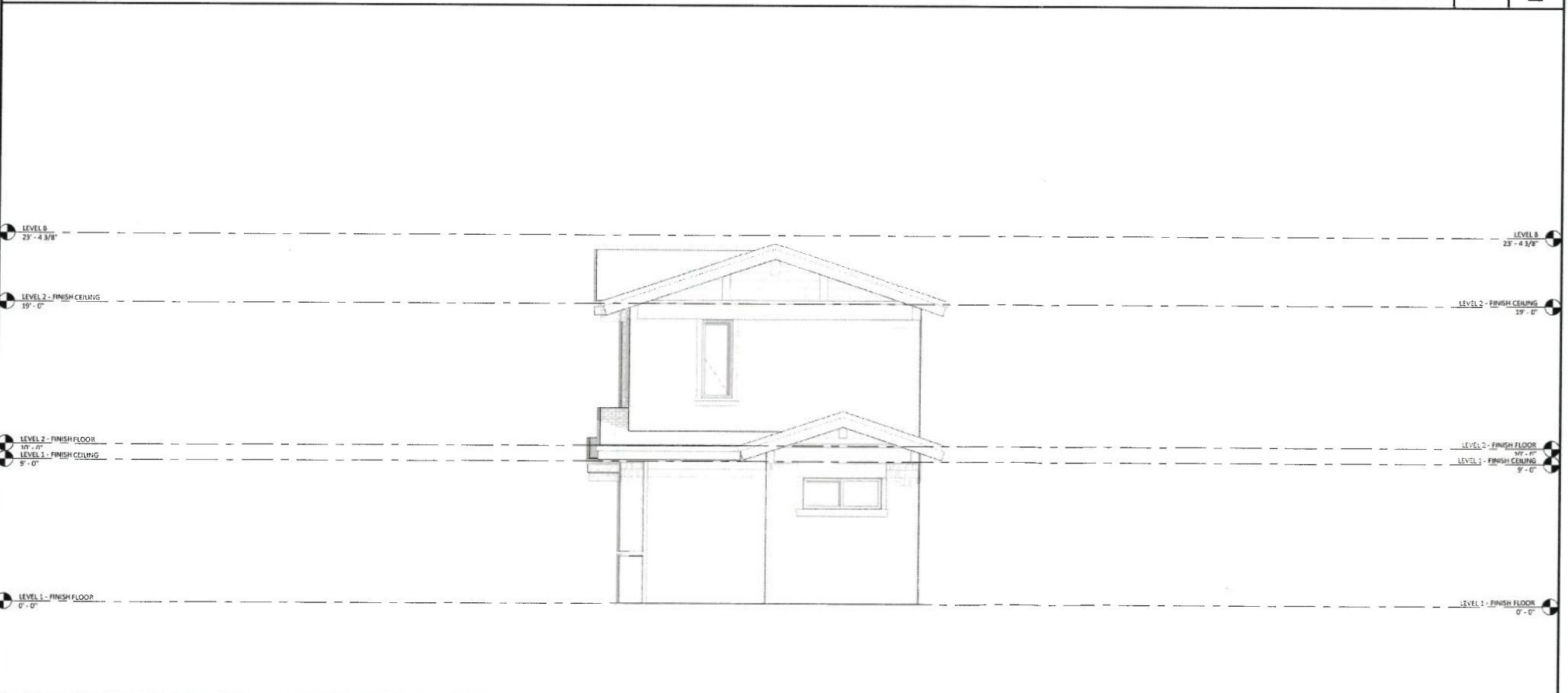
TITLE:  
EXTERIOR ELEVATIONS  
ISSUES:  
Project Issue Date: 02/15/19  
Project Status: SCHEMATIC DESIGN  
Issue Issue Date: 12/28/17  
Revision Number:  
Revision Date:

ARCHITECT'S APPROVAL:

SHEET:  
**A7.21**  
SHEET 20 OF 20 SHEETS



0 2' 4' 6' EXTERIOR ELEVATION - NORTH SCALE 3/4" = 1'-0" 2



0 2' 4' 6' EXTERIOR ELEVATION - EAST SCALE 3/4" = 1'-0" 1



**ITEM #2**



# **Burnham Park Workshop Report**

## **October 24, 2019, 5:00 – 8:30pm**

### **El Granada Elementary School Community Room**

#### **Background**

This was the third community outreach event from GCSD, intended to provide community input to planning Burnham Park.

1. June 16, 2018 – informal public event held on Burnham Strip at Obispo Road & Avenue Portola. Public was invited to view conceptual drawing (not “plans” and provide written comments on what amenities they would and would not like to see in a future Burnham Park. Over 70 written comments were recorded and a summary report was presented to the Board at a Special meeting on August 30, 2018. The final report including a summary of the Board discussion is available at [www.granada.ca.gov/parks](http://www.granada.ca.gov/parks).
2. September 2019 – A community interest survey for Parks and Recreation was mailed to all GCSD ratepayers (excluding Frenchman’s Creek area, which is covered for Parks and Recreation by the city of Half Moon Bay). The survey included questions about the importance of developing Burnham Park and the relative importance of 25 specific elements/features. The report from this survey was presented at the GCSD Board meeting on October 17, 2019, and is available as a link at [www.granada.ca.gov/parks](http://www.granada.ca.gov/parks).
3. October 24, 2019 – a noticed public workshop in which community members were asked to prioritize desired park features and map out potential locations for top priorities.

#### **Purpose, Process and Payoff of Burnham Park Workshop**

**Purpose:** Engage community members in a very interactive format to further the Board’s understanding of community vision and priorities for the new Burnham Park. Differentiate the process and perspective gained from the previous outreach and survey.

**Process:** GCSD community was invited to attend an interactive workshop which begins with an informal conversation/pizza hour supported by various background information displays, followed by a brief presentation and then small group activity to work with each other in identifying the most desirable features to be included in Burnham Park and to suggest locations within the park for the highest priority elements/features.

**Payoff:** A third set of community perspectives to augment and compliment the first two Burnham Park community outreach efforts, which has the potential to illuminate the diversity and/or convergence of views across the more highly engaged community members who would choose to attend a workshop, and further provides input on desired locations within the park for the highest priority elements.

#### **Workshop Overview**

Approximately 45 – 50 people attended the workshop. The time commitment, enthusiasm and positive public spirit of all attendees was terrific and greatly appreciated by GCSD!

- 5:00 – 5:45 Community members arrived, enjoy pizza and refreshments, and viewed informational displays from the June 2018 outreach event and September 2019 Community Survey
- 5:45 – 6:00 Community members were organized into five “like minded” work groups, i.e., those who prefer a peaceful, serene park, those who prefer a park with many activities from which to choose, and those who prefer a mix. The work groups ranged from about 6 to 12 members, and were facilitated by Parks Advisory Committee (PAC) volunteers Fran

## Burnham Park Workshop Report

Pollard, Pat Tierney, Michelle Dragony and Paul Koelsch, and GCSD Recreation Coordinator Claudia Marshall. One additional table was available for kids. Several kids participated in the voting, and two kids ages 8 and 11 volunteered to do the mapping and reporting at this table.

- 6:00 – 6:20 GCSD Board President Matthew Clark welcomed residents; VP Barbara Dye provided information on GCSD Parks & Recreation funding and noted that the workshop would not address issues raised previously regarding the CalTrans easement and the need for a safe Highway 1 crossing to Surfers Beach. PAC Chair Nancy Marsh reviewed the plan for the work group voting and mapping process. Steve Kikuchi from Landscape architects Kikuchi + Kankel provided an overview of the “constraints map” for the Burnham Strip property, including considerations of wind, sound, ocean views and sun direction.
- 6:20 – 6:40 Work group members were provided a chart with trail, parking and features/elements options for the park (the same options that were used in the Community Survey) and were asked to vote on them using colored sticky dots: Green = “I want it in the park”; Yellow = “Not important to me but don’t mind if it’s included”; Red = “I don’t want it in the park”. Each item was scored and ranked from most to least favored items to guide the group’s priorities for the mapping effort. Scoring was done as “number of green dots minus number of red dots = score.” Items with more red than green dots have a negative score. **NOTE:** the tabulated scores are not intended to be a quantitative measure of overall popularity – some people did not vote on every item, and others put more than one vote on the same item. The Community Survey is a better indicator of broad community preferences. (See Appendix A)
- 6:40 – 7:30 Each work group discussed and agreed placement of each item of a large (approximate 3 x 6 feet) map of the Burnham Strip property, starting with their most favored items. The map was marked with grid squares scaled to 20’x20’, and the group was provided with a table of the appropriate number of grid squares to use for each item. A member of the group first outlined each element with pencil, then when the group was satisfied with all placements, the elements were outlined and labelled with a Sharpie. (See Appendix B)
- 7:30 – 8:00 A spokesperson for each group, including the kid’s table, presented their map. (See Appendix B).
- 8:00 – 8:10 Board member David Seaton thanked participants and closed the meeting, noting that next steps would include further planning and opportunities for community review and feedback.

The workshop was videotaped and will be available on YouTube through PacificTV. The scores from all six voting charts have been recorded and the large maps have been scanned for safekeeping. All of the output from all three Burnham Park Community Outreach events will be considered in ongoing planning for Burnham Park.

**Parks Advisory Committee Recommendations**

Following the Burnham Park Public Workshop, the PAC held a regular public meeting on Tuesday, November 5. The committee discussed what went well, what could be improved and what was learned in delivering the Public Workshop:

- Went well: good organization and preparation led to minimal confusion; the like-minded cohorts revealed a range of community views; great community participation; the creativity (especially related to parking) and ideas for placement of various features was new information not gathered in the prior public outreach events.
- What to improve: watch for anarchy 😊 – some people voted in more than one group or voted for a feature more than one time, which limits the validity of any inferences from the voting tabulations; the cut-out pieces representing features-to-scale worked well in the group that created them.
- Key Learnings: the “active” group (Table 6) demonstrated that everything on the features list could be included and still have a generally open feel to the park, satisfying the divergent perspectives in the community; the perspectives gained from this workshop must be integrated with the data drawn from the prior outreach efforts, particularly the Community Survey which gathered the broadest range of views with over 500 responses.
- Additional Thoughts - the next outreach should be on the Burnham strip property to continue to develop community perception of the spaciousness of the property and the impact of various features; remember accessibility, which was not addressed in the workshop (e.g. consider a true multi-use paved perimeter trail); think about lighting, both low level path lighting and timer based features lighting, e.g. for skate ramp or half-court, that would allow use in the early winter evenings; a “skate” park could be a multi-use design that would support skateboards, scooters and small BMX-type bikes, which would extend the age-range from very small kids to adults.

Following a broad discussion, PAC passed 2 motions for recommendations to the GCSD Board:

1. PAC unanimously recommends to the GCSD Board that data from the three outreach efforts is sufficient to move to actual draft design as soon as is practical.
2. PAC recommends, on a vote of 5-1\*, to the GCSD Board that the following features, in logical groupings, should be included in the draft design:

Restroom/showers	Perimeter Trail with fitness stations and interpretive signs	Benches, some placed to highlight quiet and views, and art	Native vegetation throughout
Picnic area with barbecues	Plaza that could accommodate musical performances	Children’s Playground (accessible elements), climbing boulders	Skate/scoot/bike park and half-pipe
Half-Court Basketball		Lawn Area	

\*One member dissented based on objection to inclusion of some of these elements.

PAC also recommends that this report should be posted on [www.granada.ca.gov/parks](http://www.granada.ca.gov/parks) alongside reports from the prior two Burnham Park outreach events.

**Appendix 1: Voting Chart Tallies**

**Burnham Park Workshop  
Features/Elements Votes Chart  
Summary of Feature Scores Descending Order**

**Dot Vote Definitions:**  
**GREEN:** I want it in the park  
**YELLOW:** Not important to me but don't mind if it's included  
**RED:** I don't want it in the park

*NOTE: the purpose of this voting was to prioritize items to be mapped; the total scores are not intended to be a measure of overall popularity – some people did not vote on every item, and others put more than one vote on the same item. The Community Survey is a better quantitative indicator of broad community preferences.*

**Trail Options – Draw these on the map free-hand**

Option	Table 1 Fran	Table 3 Claudia	Table 4 Pat	Table 5 Michelle	Table 6 Paul	Kids Table	Total
Perimeter Park Trail	4	3	4	5	3		19
Internal Park Trails	2	4	3	8	1		18

**Parking Options – Use the Scale Key to draw these on the map**

Option	Table 1 Fran	Table 3 Claudia	Table 4 Pat	Table 5 Michelle	Table 6 Paul	Kids Table	Total
Same Size as Current Lot	1	5	1	2	3		12
Larger than Current Lot	-5	-2	3	-2	13		7
Smaller than Current Lot	4	-1	-2	6	-6		1

**Elements/Features – Use the Scale Key to draw these on the map**

Option	Table 1 Fran	Table 3 Claudia	Table 4 Pat	Table 5 Michelle	Table 6 Paul	Kids Table	Total
Restrooms	2	7	9	10	16	6	50
Skate Ramp – half-pipe	2	7	11	5	19	6	50
Skate Park - small, below ground	4	0	7	8	16	8	43
Children’s Playground	4	1	6	6	13	7	37
Outdoor Showers	0	5	5	13	10	3	36
Lawn Area	-1	5	6	7	9	3	29
Fitness (Parkours) & Running Circuit	6	0	4	7	3	6	26
Picnic Area – Family	4	6	2	6	2	3	23
Picnic Area – Group	2	-1	2	0	12	4	19
Half-Court Basketball	-4	-2	4	2	9	6	15
Multi-Sport Court	-1	-3	0	1	9	9	15
Climbing Boulders	-1	-2	-1	7	3	8	14
Bocce Court	3	2	0	6	-3	4	12
Bicycle Pump Track	-6	-4	0	2	11	8	11
Horseshoes Area	3	1	0	-2	2	4	8
Small Amphitheatre/Stage	0	2	2	2	-5	2	3
Plaza	4	3	-2	-3	-4	2	0
Dog Park – fenced, off leash	-4	-1	-2	-3	4	5	-1

Additional small features considered in the Parks & Recreation Community Survey, and which may be included in draft plans: Art, Barbecues, Benches, Interpretive Signs, Native Vegetation Area, Ocean Views, Quiet Area

**Appendix B: Work Group Maps**

Kids Table (Gavin & Jasper)

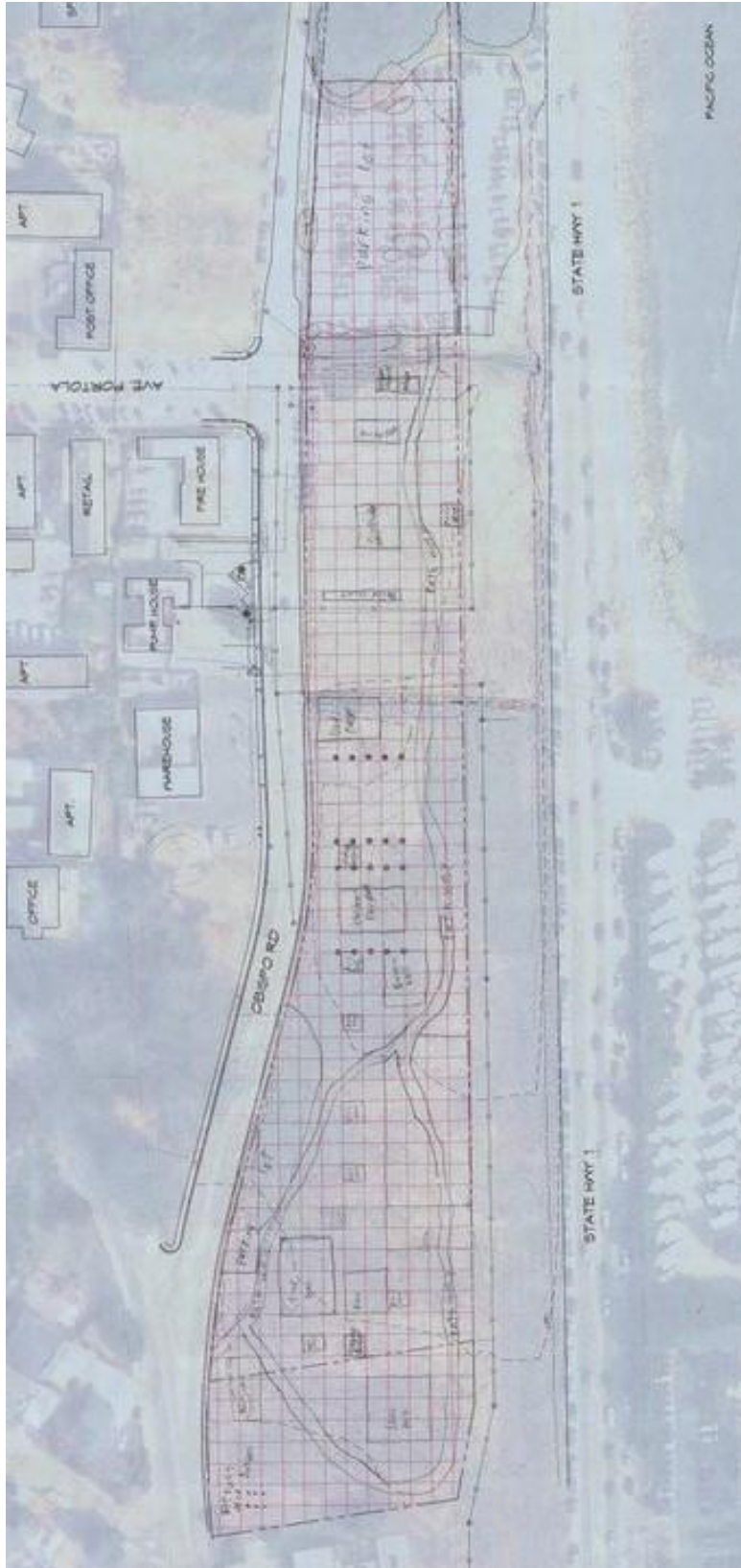


Table 1 – Fran

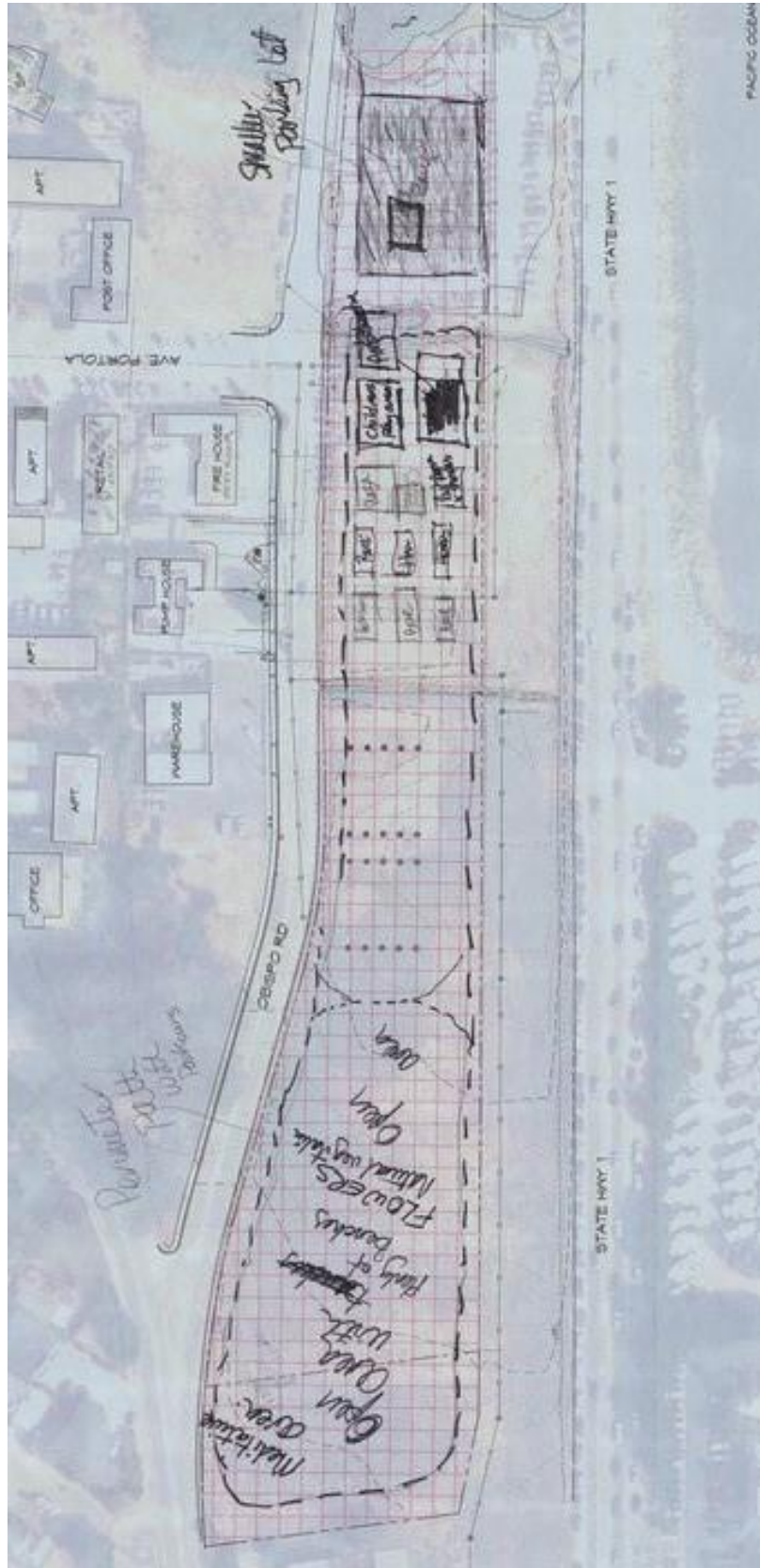




Table 3 – Claudia

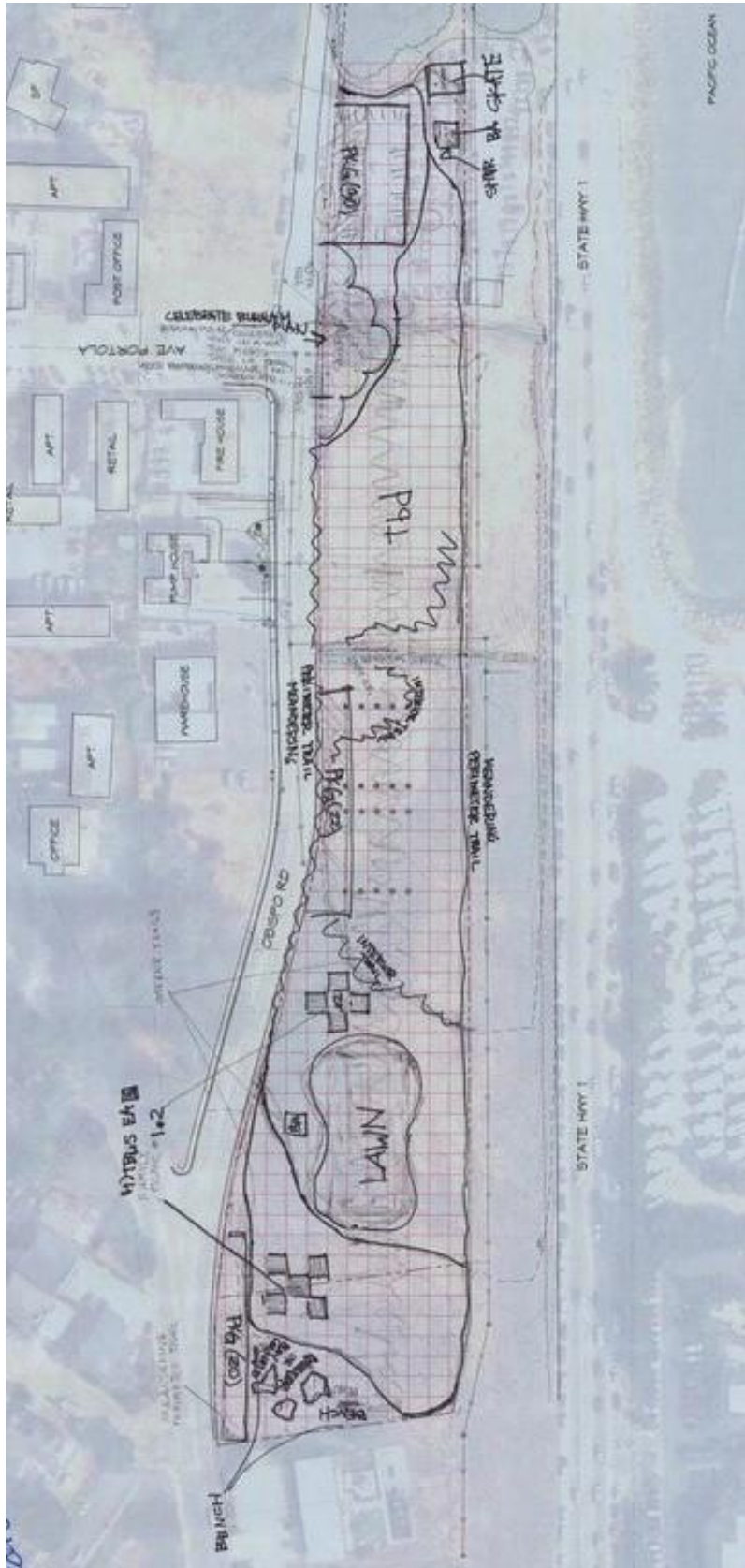


Table 4 – Pat

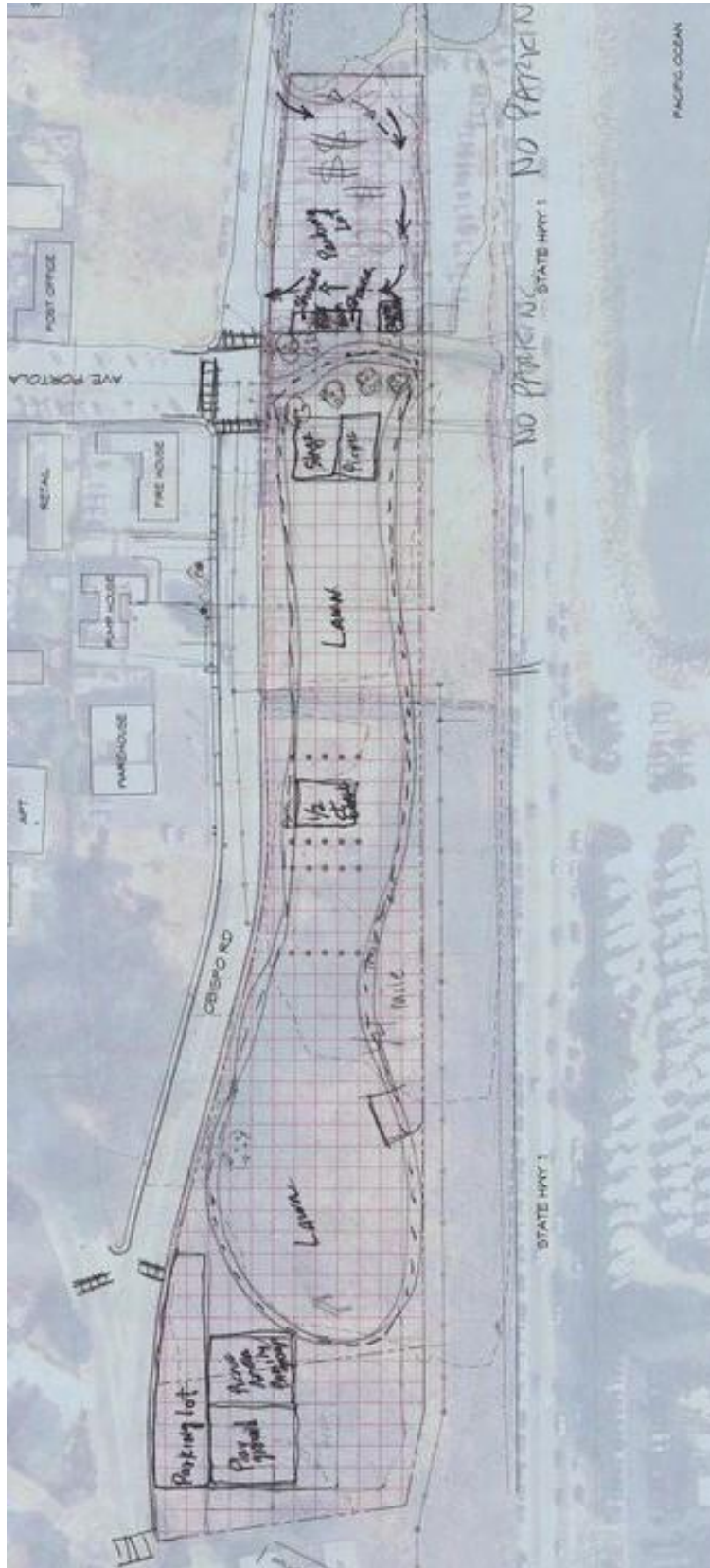
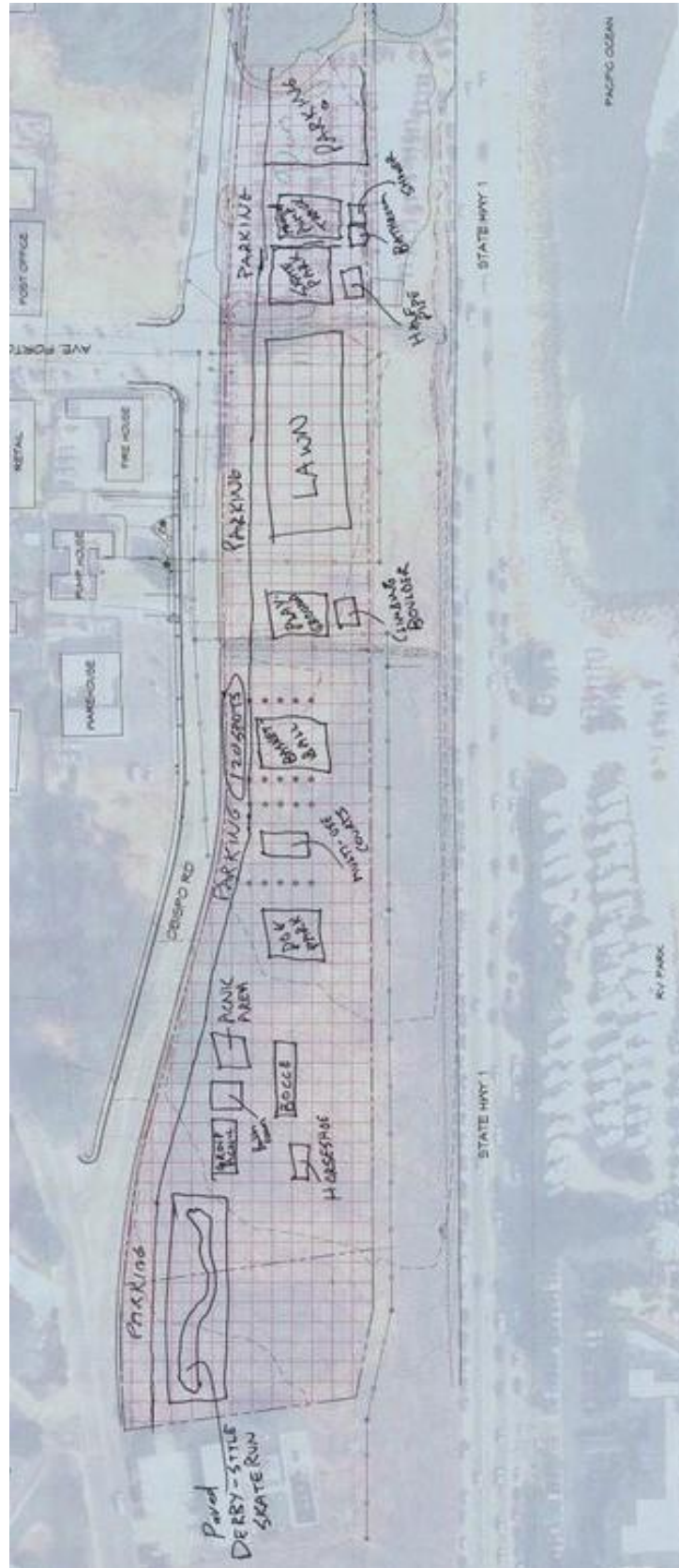


Table 5 – Michelle



Table 6 – Paul



**ITEM #3**



## GCSD Parks and Recreation

### Mission Statement:

Parks and Recreation's mission is to serve GCSD's community with thoughtful development of parks and provision of recreational activities for residents of all ages and abilities, and to do so with a dedicated focus on steadfast environmental stewardship.





**ITEM #4**



## Potential Winter 2020 Courses at GCSD

<u>Course</u>	<u>Potential Instructor</u>
• CPR/AED	Michelle Dragony
• Rosen Movement	Kate O'Shea
• Knitting and/or Needlepoint	TBD
• Daytime Drawing Class (for adults)	Claudia Marshall
• After School Drawing Class (for 3 <sup>rd</sup> -5 <sup>th</sup> graders)	TBD
• Adaptive Cycling for Kids w/ Special Needs	Pat Tierney
• El Granada History Walks	Barbara Dye
• Sea Forager Sea Critters Walk	Kirk Lombard



**ITEM #5**





## SEWER AUTHORITY MID-COASTSIDE

### Board of Directors Meeting Agenda

**Regular Board Meeting 7:00 PM, Monday, October 28, 2019**

SAM Administration Building, 1000 N. Cabrillo Highway, Half Moon Bay, CA 94019

#### 1. CALL TO ORDER

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

#### 2. PUBLIC COMMENT / ORAL COMMUNICATION

#### 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 September 23, 2019, Regular Board Meetings ([Attachment](#))
- B. Approve Disbursements for October 28, 2019 ([Attachment](#))
- C. Revenue and Expense Report for September 2019 ([Attachment](#))
- D. Status update on Pre-Procurement of Scum Pipe ([Attachment](#))

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

- A. Authorize the Acting General Manager to Enter into a Project Development Agreement for \$60,000 with Ameresco, Inc. to Develop a Turnkey, Design-Build Energy Project for SAM that Maximizes Capital Improvement Funds Allocated for Plant Improvements by Leveraging These Funds with Energy and Operational Savings.
- B. Award Construction Contract to the Apparent Lowest Responsive and Responsible Bidder for the Granada Force Main Segment 4 Replacement Project. ([Attachment](#))

- C. Authorize the Acting General Manager to Approve Purchase of Treatment Related Chemicals from Univar, U.S.A, Inc. Through the Bay Area Chemical Consortium in an Amount Not to Exceed \$200,000 for Fiscal Year 2019-20
- D. Declare the Digester Cleaning at the Treatment Plant an Emergency and Find that the Emergency Will Not Permit a Delay Resulting from a Competitive Solicitation for Bids for Cleaning in Response to the Emergency. ([Attachment](#))
- E. Adopt a Resolution Authorizing the Acting General Manager to Execute a Contract with a Contractor for Digester cleaning at the Treatment Plant.
- F. Authorize the Acting General Manager to Issue a Purchase Order in an Amount Not to Exceed \$39,000 to Wastewater Management Specialists LLC, for Ongoing Organizational and Management Consultant Services as a Part of Phase 1 Work Effort. ([Attachment](#))

**5. GENERAL MANAGER’S REPORT**

- A. Monthly Manager’s Report for the Period Ending September 30, 2019 ([Attachment](#))
- B. Report from Wastewater Management Specialists LLC on Organizational Improvements. ([Attachments](#))

**6. ATTORNEY’S REPORT**

**7. DIRECTORS’ REPORT**

**8. TOPICS FOR FUTURE BOARD CONSIDERATION ([Attachment](#))**

**9. PUBLIC COMMENT / ORAL COMMUNICATION**

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

- A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION  
Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim filed by Beverli Marshall)
- B. CONFERENCE WITH LEGAL COUNSEL — ANTICIPATED LITIGATION  
Pursuant to Paragraph (2) or (3) of Subdivision (d) of Government Code Section 54956.9 (One potential case — circumstances need not be disclosed pursuant to paragraph (1) of subdivision (e) of Government Code Section 54956.9)



- C. 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)
- D. 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)
- E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Pursuant to Government Code 54957- Title : General Counsel

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

**12. ADJOURNMENT**

- Upcoming Regular Board Meetings: November 25 and December 9, 2019

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

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**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, Acting General Manager

**FROM:** Stacey Thompson, Supervisor of Administrative Services  
 Tim Costello, Supervisor of Technical / Field Services

**SUBJECT: Monthly Manager’s Report – September 2019**

**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 2019*.

*Key Indicators of Performance*

*Flow Report (See Attachment A)*

NPDES Permit Violations:	0	Half Moon Bay	0.693	58.5%
Accidents, Injuries, etc.:	0	Granada CSD	0.247	20.9%
Reportable Spills Cat 1:	0	Montara W&SD	<u>0.243</u>	<u>20.6%</u>
Reportable Spills Cat 2:	0	Total	1.184	100%
Reportable Spills Cat 3:	0			

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

*Administration*

There were two board meetings during the month of September. There was one public records request during the month of September 2019. . The Half Moon Bay Review had one articles “First Flush offers its annual fall science test”, September 4, 2019.

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

There was one employee promotion and there were two employee anniversaries during the month of September, Gabe Aguilar, eighteen years and John Szabo, fourteen years.

*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 or as wet weather flow storage as originally designed.

Operations in August could have been a little smoother. The first week and a half everything was going well until the trouble started. We met our discharge requirements that wasn't the issue, we had and incredible amount of digester pump line recirculation problems in our primary anaerobic digester. The issues were so pervasive that we ended up taking our primary digester and turning it into a secondary digester. What we had been using as the secondary digester is now the primary digester. The rag issue blocked one of our bottom sludge transfer pumps to a point where we are using a portable trash pump to transfer sludge so that we can dewatering to stay on top of the process. Currently I have rented portable chopper pump to help combat the rag problems which will be necessary for the foreseeable future until we can get things sorted out and find a long term solution.

Calcon was in to help us with some pressure switch issues that were also related to the digester system.

On the brighter side of things work on the new blower project has begun and is progressing nicely. We also conducted our annual ocean monitoring mid-month, the ocean conditions were calm but there was a bit of a red tide going on that gave the water a murky look and not very good visibility. The red tide could have been related to warmer conditions and it seemed to span the entire coastal area.

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

I have been working on getting the annual outfall inspection lined up and that should occur in the next month.

We have begun Initial steps of Lucity system and will be running concurrently with our existing system during this transition. There will be a learning curve associated with it so I expect it to take a little while before it is fully implemented.

During the month of September 2019, rainfall was below normal for Half Moon Bay. The 10-year average for the area is 0.35 inches of rain in August. This year 0.31 inches were recorded ((US climate data HMB) \*the monthly data was not complete). Rainfall totals were as follows: 0.24 inches at the treatment plant, 0.30 inches in the GCSD service are, and 0.19 inches at the MWSD weather station. There were micro-climate variations verified by the data.

Below is a chronological summary of some of the occurrences during the month of September 2019.

- 9/1/2019 – Things were going well, the RDT is performing well.
- 9/3/2019 – Cal-Con was in to work on electrical annuals.
- 9/7/2019 – Fire department was at the plant for a false alarm related to the fire control system.
- 9/9/2019 – Cal-con was in to work on gas blower issues related to the gas pressure switches.
- 9/12/2019 – Demo company was in to begin work on the blower project. Heat exchanger / recirculation line was plugged. We were able to get it going and restore sludge circulation.
- 9/13/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Cal-con was in to work on pressure switches again. Demo guys were back to continue on blower project. Cal-con also worked on Fire alarm system to try to identify false alarm issue. It appears to be a simplex issue at this time.
- 9/14/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation.

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- 9/15/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Not sure for how long at this point.
- 9/16/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Not sure for how long at this point.
- 9/17/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Boiler #1 was failing on a pilot flame issue, not sure of the root cause.
- 9/18/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Available staff attended safety training. We noticed a level issue with digester # 1 not reading correctly. Boiler # 1 failed again on the pilot flame issue.
- 9/19/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Not sure when it will plug again. Annual Ocean monitoring occurred today, as stated previously there was a red tide but it did not appear to have an adverse effect on the sampling. It did make the secchi disk readings low due to poor water visibility.
- 9/20/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Aging not sure how long it will hold out. Cal-con was in to work on setting up timer for poly system.
- 9/21/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation.
- 9/22/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Had a high digester level in which it overflowed to holding tank. The system is set up to do this in the event of a higher than normal level, it just makes pressing the next day a little messy.
- 9/23/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Again not sure how long

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it will stay clear. Trying to get a portable chopper pump on site.  
Contractors were back in working on blower project.

- 9/24/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation.
- 9/25/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. At this point we know it will plug again probably soon. Bottom sludge transfer pump ragged up, rotor jammed probably with rags from what we can tell, started tearing it apart. Made more calls in to get a portable chopper on site as soon as possible.
- 9/26/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation.
- 9/27/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation. Transferring sludge from digester #1 to digester #2 with a portable trash pump to stay ahead of the solids load.
- 9/28/2019 – Work on the heat exchanger / sludge recirculation line again. We were able to get it going and restore sludge circulation.
- 9/29/2019 – Work on the heat exchanger / sludge recirculation line again.
- 9/30/2019 – Work on the heat exchanger / sludge recirculation line again. Switched digesters and made # 2 digester the primary digester and by default #1 will become the secondary digester. Finally got word back on a portable chopper pump, should be on site this week.

Other activities are listed below;

There were 11 deliveries (approximately 5,900 gallons) of trucked waste discharged at the SAM plant for a total revenue of \$ 590.00. There were 213 leachate deliveries to the SAM IPS line in the month of September, for a total leachate volume of 1,250,512 gallons.

The NPDES data report for September 2019 is attached reference (Attachment B).

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BOARD MEMBERS:	J. Blanchard	B. Dye	R. Lohman
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*Contract Collection Services*

The SAM crew cleaned 36,973 feet of sewer line and responded to 6 service calls in contract service areas. Four were during regular business hours, two were after hours. One was in the HMB service area, two were in the GCSD service area, and three were in the MWSD service area.

HMB – The one call in the HMB service area was as follows: (9/19) – This call was on the maintenance side for a phone line issue at the Pelican Point lift station. The station had to be monitored until the phone line could be repaired by the phone company.

GCSD – There were two calls in the GCSD service area, they were as follows; (9/1) – This call was for a private lateral, the main line was clear, the home owner was instructed to contact a plumber to clear the blockage. The second call (9/4) – This call was for an odor complaint, the crew found nothing other than a storm drain which appeared to be the source. The District was contacted and asked if they could notify the county.

There were no maintenance service calls in GCSD area this month.

MWSD – There were three sewer related call in the MWSD area.  
(9/11) – there were two calls this day, the first was for an odor at seal cove #4, the crew pumped out the station and washed it down. The second the owner need to locate where the lateral connection met the main line. The third - (9/20) was for a lateral issue, the crew flushed the main which was clear. The homeowner was instructed to contact a plumber to resolve the issue.

There were no maintenance service calls in MWSD area this month.

The September collection system data report is provided for the Board's information. There were no Category 1's, no Category 2's, and no Category 3's SSO during the month of September 2019.

**Staff Recommendation**

Staff recommends that the Board receive the Manager's Report for September 2019.

**Supporting Documents**

Attachment A: Monthly Flow Report September 2019

Attachment B: Monthly NPDES Report September 2019

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Attachment C: Collection System Data September 2019

Attachment D: Contract Collection Services Report September 2019

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Attachment A

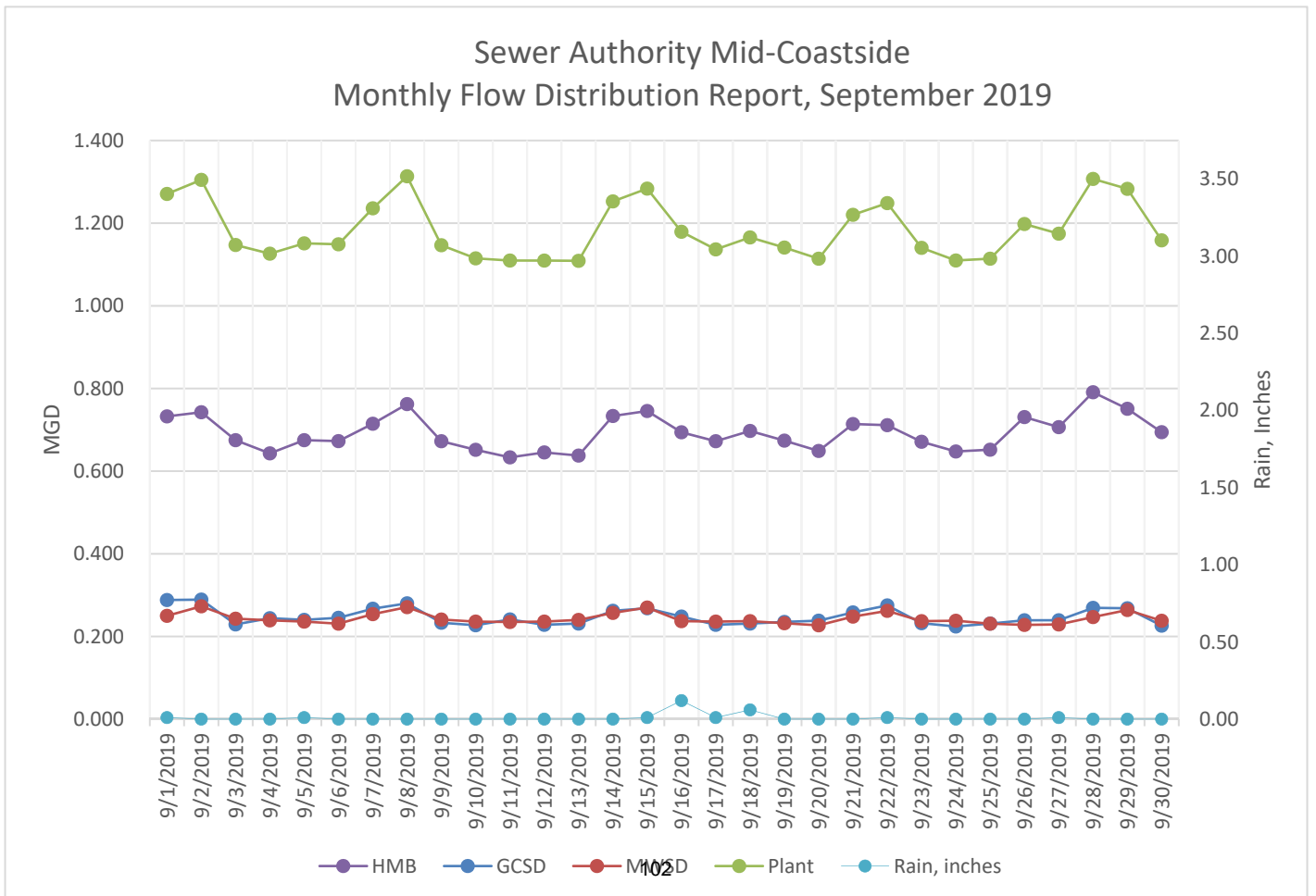
Flow Distribution Report Summary for September 2019

The daily flow report figures for the month of September 2019 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	0.693	58.5%
Granada Community Services District	0.247	20.9%
Montara Water and Sanitary District	<u>0.243</u>	<u>20.6%</u>
Total	1.184	100.0%



# Sewer Authority Mid-Coastside

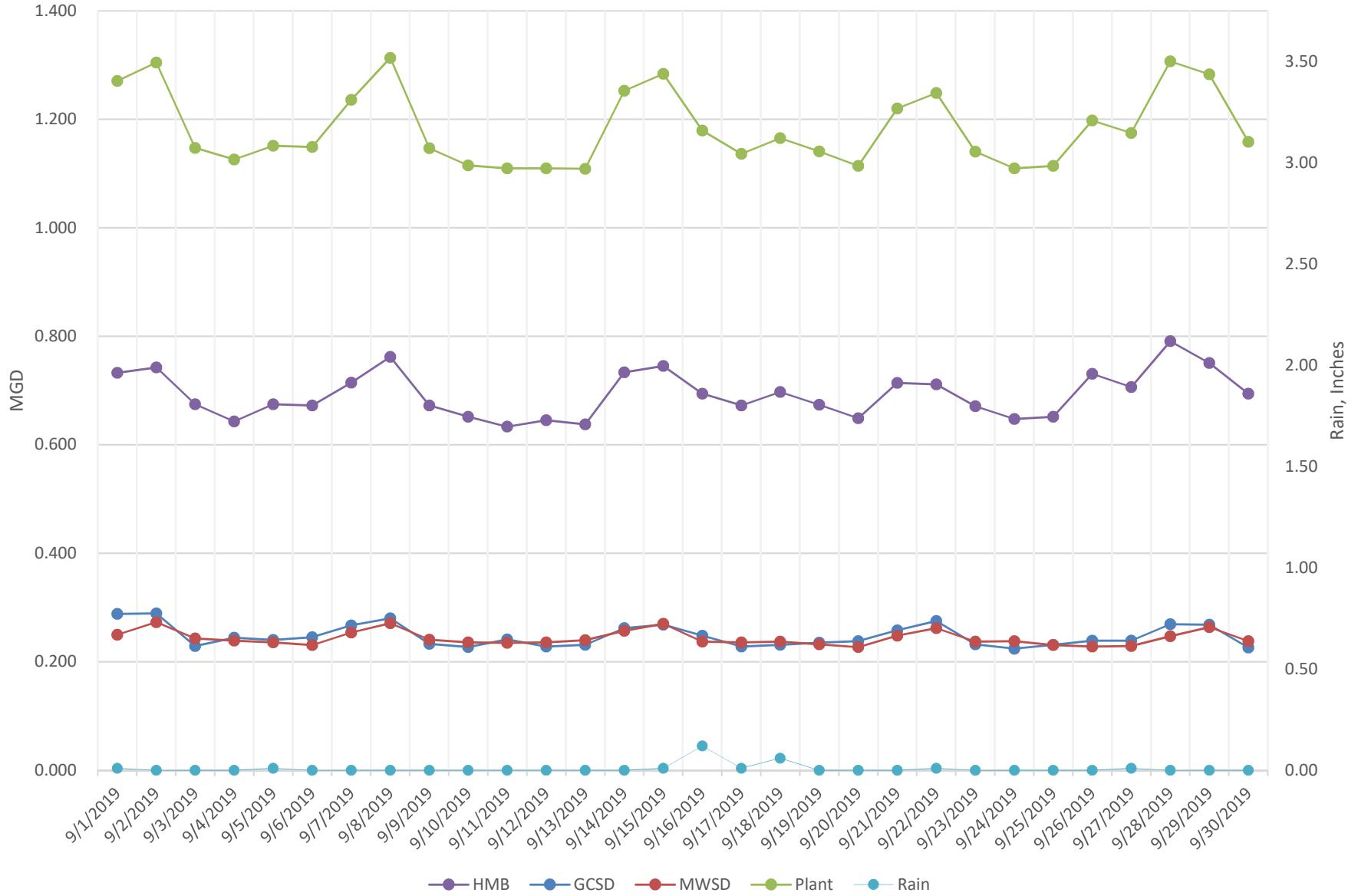
## Monthly Flow Distribution Report for September 2019

<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>
9/1/2019	0.733	0.288	0.250	1.271	0.01	0.00	0.00
9/2/2019	0.743	0.289	0.273	1.305	0.00	0.00	0.00
9/3/2019	0.675	0.229	0.243	1.147	0.00	0.00	0.00
9/4/2019	0.643	0.244	0.239	1.126	0.00	0.00	0.00
9/5/2019	0.675	0.240	0.236	1.151	0.01	0.01	0.01
9/6/2019	0.673	0.245	0.231	1.149	0.00	0.00	0.00
9/7/2019	0.715	0.267	0.254	1.236	0.00	0.00	0.00
9/8/2019	0.762	0.280	0.271	1.314	0.00	0.00	0.00
9/9/2019	0.672	0.233	0.241	1.147	0.00	0.00	0.00
9/10/2019	0.652	0.227	0.236	1.115	0.00	0.00	0.00
9/11/2019	0.633	0.241	0.235	1.110	0.00	0.00	0.00
9/12/2019	0.645	0.228	0.236	1.110	0.00	0.00	0.00
9/13/2019	0.638	0.231	0.240	1.109	0.00	0.00	0.00
9/14/2019	0.733	0.262	0.257	1.253	0.00	0.00	0.00
9/15/2019	0.746	0.268	0.270	1.284	0.01	0.00	0.00
9/16/2019	0.694	0.248	0.237	1.179	0.12	0.19	0.16
9/17/2019	0.672	0.228	0.236	1.137	0.01	0.00	0.00
9/18/2019	0.697	0.231	0.237	1.165	0.06	0.09	0.01
9/19/2019	0.674	0.235	0.232	1.141	0.00	0.00	0.00
9/20/2019	0.649	0.238	0.227	1.114	0.00	0.00	0.00
9/21/2019	0.714	0.258	0.248	1.220	0.00	0.00	0.00
9/22/2019	0.711	0.275	0.262	1.249	0.01	0.00	0.00
9/23/2019	0.671	0.232	0.237	1.140	0.00	0.00	0.00
9/24/2019	0.648	0.224	0.238	1.110	0.00	0.00	0.00
9/25/2019	0.652	0.231	0.231	1.114	0.00	0.00	0.00
9/26/2019	0.731	0.239	0.228	1.198	0.00	0.00	0.00
9/27/2019	0.706	0.239	0.229	1.175	0.01	0.01	0.01
9/28/2019	0.791	0.269	0.247	1.307	0.00	0.00	0.00
9/29/2019	0.751	0.268	0.264	1.283	0.00	0.00	0.00
9/30/2019	0.694	0.226	0.238	1.158	0.00	0.00	0.00
<b>Totals</b>	<b>20.793</b>	<b>7.419</b>	<b>7.303</b>	<b>35.515</b>	<b>0.24</b>	<b>0.30</b>	<b>0.19</b>

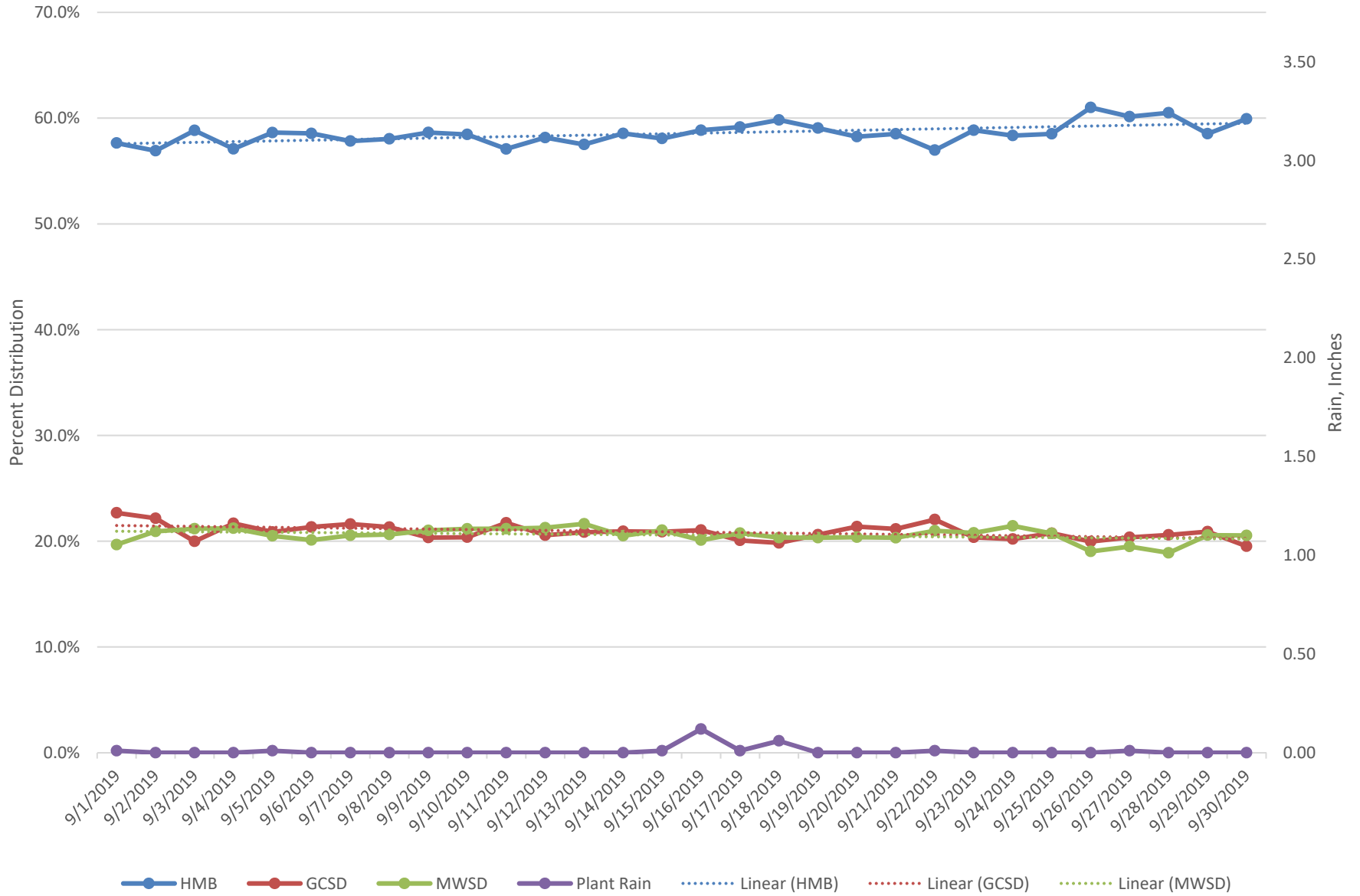
### Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.633	0.224	0.227	1.109
<b>Average</b>	<b>0.693</b>	<b>0.247</b>	<b>0.243</b>	<b>1.184</b>
Maximum	0.791	0.289	0.273	1.314
<b>Distribution</b>	<b>58.5%</b>	<b>20.9%</b>	<b>20.6%</b>	<b>100.0%</b>

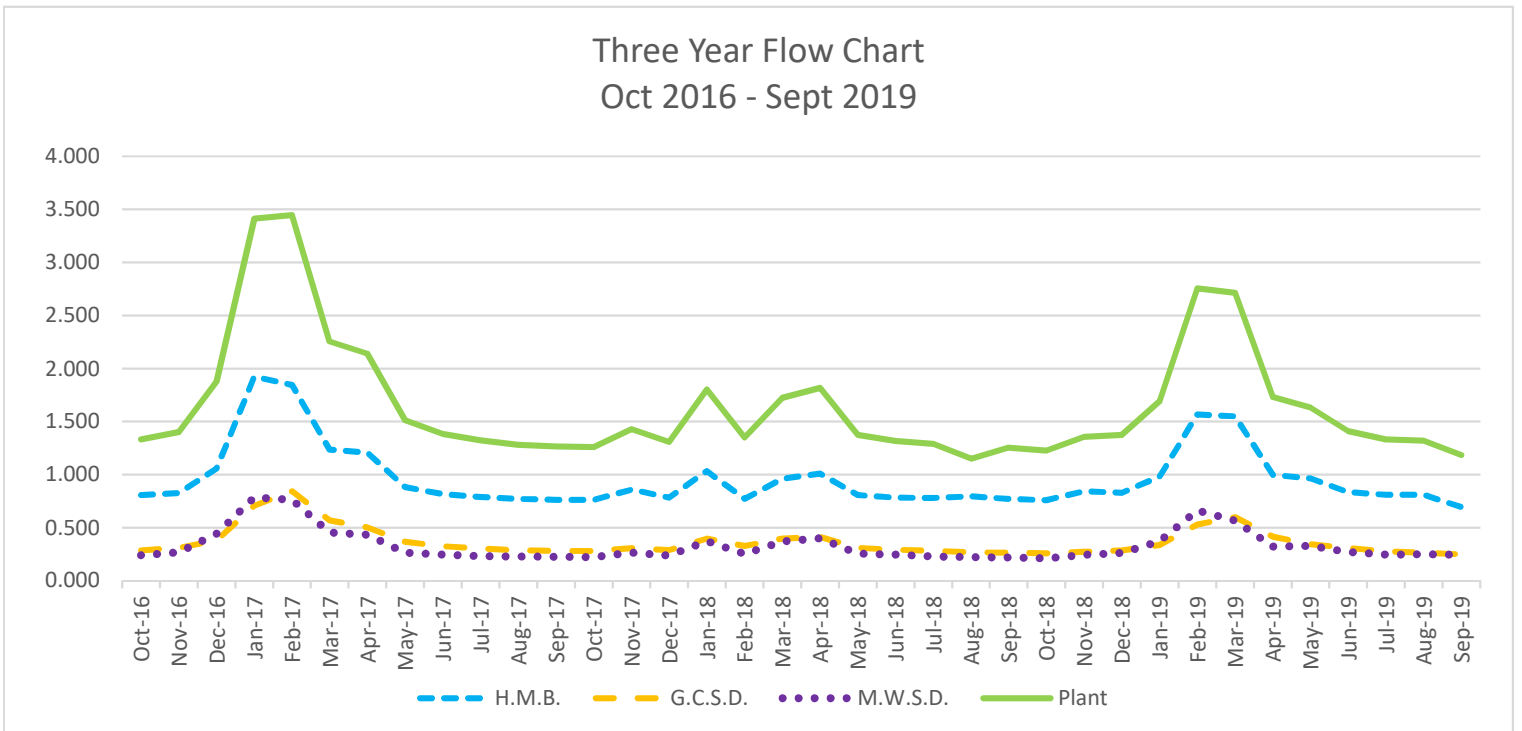
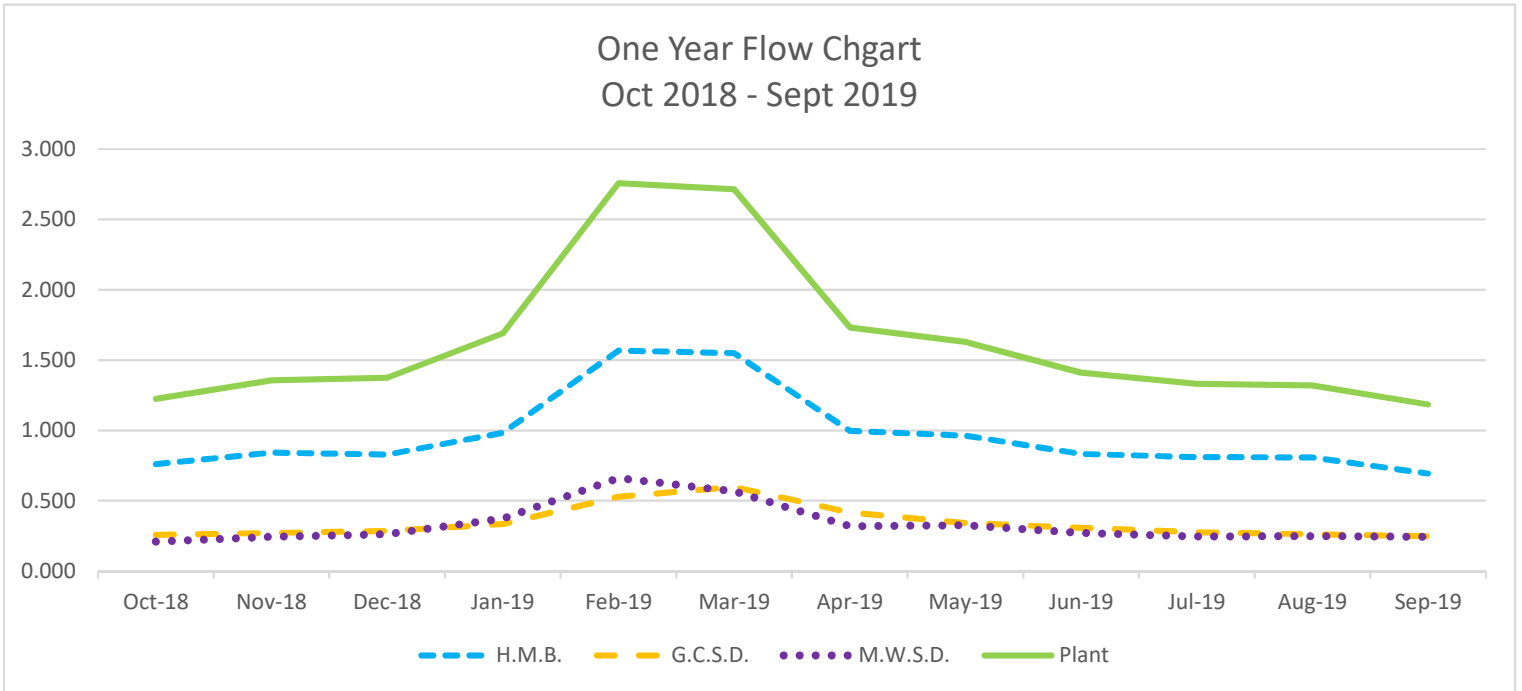
### Sewer Authority Mid-Coastside Monthly Flow Distribution Report, September 2019



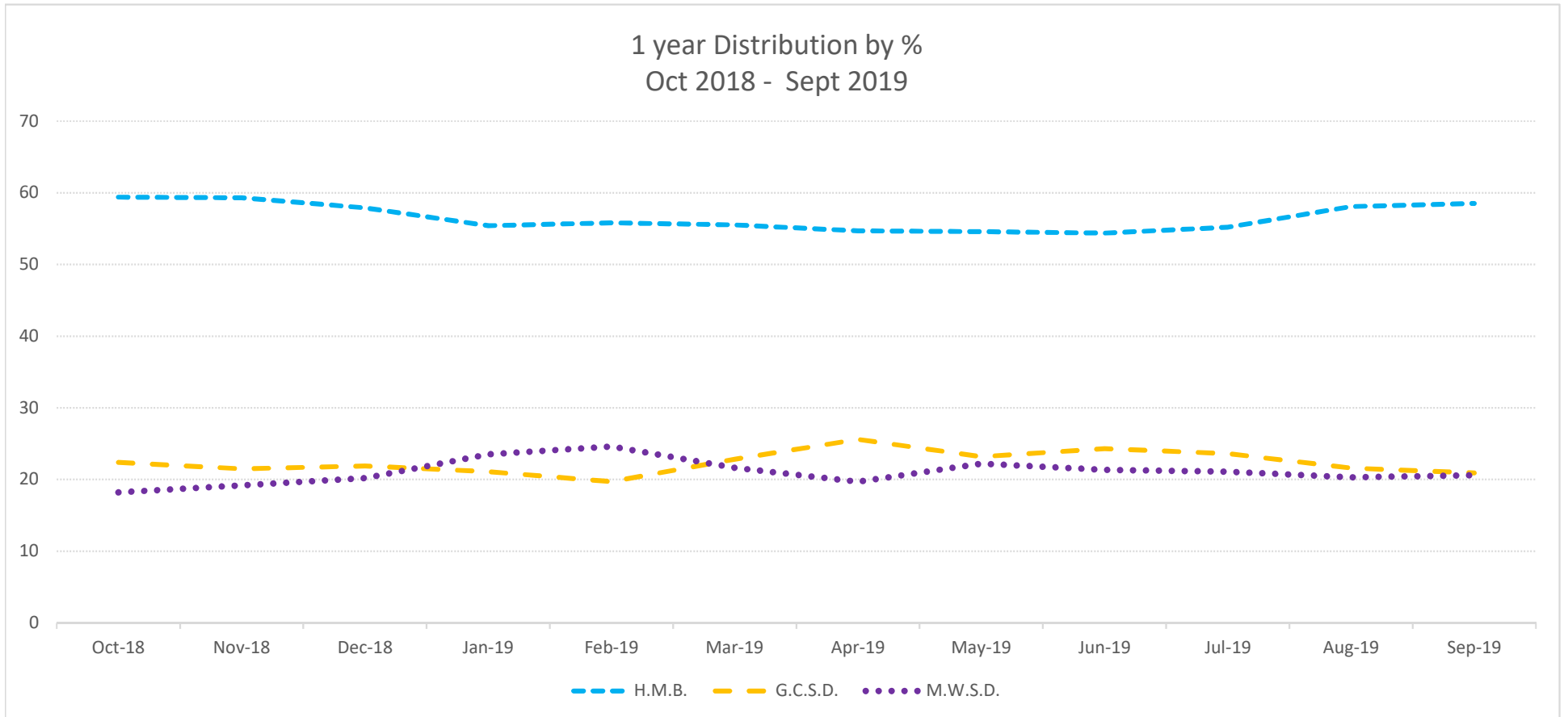
### Percent Distribution September 2019



Most recent flow calibration September 2019 PS, September 2019 Plant



# Flow based percent distribution based for past year



# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, September 2019

## September 2019

	Total	Number of S.S.O's			
		HMB	GCSD	MWSD	SAM
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
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	2	1	0	0	1
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
<b>Total</b>	<b>2</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>1</b>
		<b>50%</b>	<b>0%</b>	<b>0%</b>	<b>50%</b>

## Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCSD	MWSD	SAM
September 2019	0	0	0	0	0
12 Month Moving Total	2	1	0	0	1

## SSOs / Year / 100 Miles

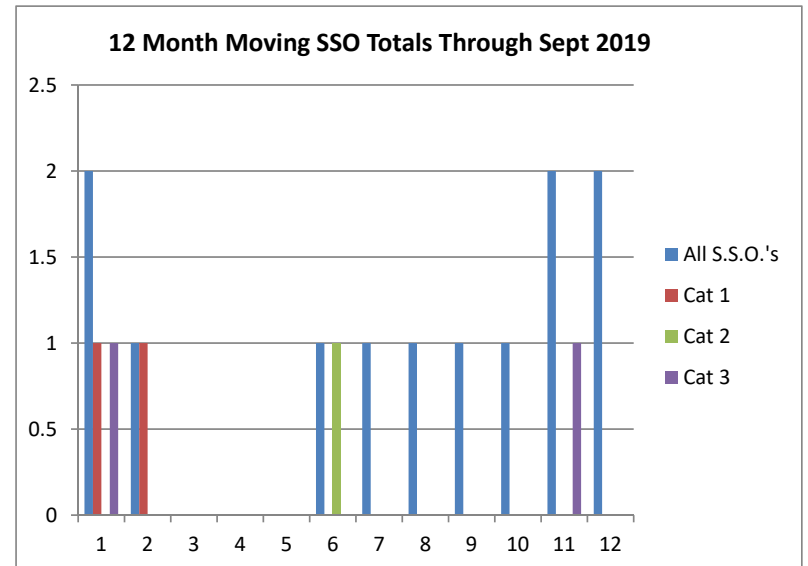
	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCSD	MWSD	SAM
September 2019	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	1.9	2.7	0.0	0.0	13.7
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	1.0	0.0	0.0	0.0	13.7
Category 3	1.0	2.7	0.0	0.0	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

## 12 Month Rolling Total Sewer Cleaning Summary

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Oct - 18	21,189	10,969	14,786	46,944	8.9
Nov - 18	19,571	27,546	10,338	57,455	10.9
Dec - 18	27,756	17,357	9,422	54,535	10.3
Jan - 19	17,682	11,504	11,240	40,426	7.7
Feb - 19	10,374	9,126	11,371	30,871	5.8
Mar - 19	11,777	10,890	10,020	32,687	6.2
Apr - 19	12,934	10,801	11,247	34,982	6.6
May - 19	11,193	12,786	10,094	34,073	6.5
June - 19	14,529	18,431	10,419	43,379	8.2
July - 19	8,754	18,560	9,511	36,825	7.0
Aug - 19	8,042	22,405	15,720	46,167	8.7
Sept - 19	7,292	18,063	11,618	36,973	7.0

Annual ft	171,093	188,438	135,786	495,317	
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Annual Mi.	32.4	35.7	25.7		93.8
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Attachment C

## TASK SUMMARY- GCSD 2019-2020

Task	Target Total	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Total to Date	% Complete
Sewer Line Cleaning	174,000	16,438	20,458	16,236										53,132	31%
Hot Spot Cleaning	5,400	2,122	1,947	1,827										5,896	109%
Lift Station Inspection - Daily	260	22	23	20										65	0%
Lift Station Inspection - Annually	3	-	-	-										-	0%
Maint. Work Orders - Completed	-	22	16	13										51	-
Maint. Work Orders - Incomplete	-	-	-	-										-	-
Manhole Inspection	879	89	118	101										308	35%
USA Markings	372	52	52	50										154	41%
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	1	1										4	-
Customer Service Call - OT	-	2	1	1										4	-
SSO Response - Category 1	-	-	-	-										-	-
SSO Response - Category 2	-	-	-	-										-	-
SSO Response - Category 3	-	-	-	-										-	-
Insurance Claims Filed	-	0	0	0										-	-



**ITEM #6**





## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

October 17, 2019

### **CALL SPECIAL MEETING TO ORDER**

The Special Meeting was called to order at 6:34 p.m.

### **ROLL CALL**

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

Staff: General Manager Chuck Duffy, Assistant General Manager Delia Comito (Regular Meeting only), and District Counsel Bill Parkin.

### **GENERAL PUBLIC PARTICIPATION**

Mr. Bob Glynn addressed the Board regarding the Casa Mira Condominiums sea wall request to the California Coastal Commission.

### **ACTION AGENDA**

1. **Appointment of General Manager as Labor Negotiator Pursuant to Government Code Section 54957.6—Unrepresented Employee—Parks & Recreation Coordinator.**

**ACTION:** (Dye/Suchomel). Approved 5-0.

### **ADJOURN TO CLOSED SESSION**

2. **Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Parks & Recreation Coordinator.
3. **Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Assistant General Manager.
4. **Conference with Labor Negotiator—Government Code Section 54957.6.**  
Agency designated representative: Chuck Duffy  
Unrepresented employee: Assistant Administrator.
5. **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.

- 6. 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.

**RECONVENE TO OPEN SESSION**

District Counsel stated that 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 7:35 p.m.

**ROLL CALL**

**GENERAL PUBLIC PARTICIPATION**

Nancy Marsh suggested District collaboration with the Community Emergency Response Team (CERT).

President Clark announced the upcoming Local Recycling Drop Off Day.

Director Seaton announced the Burnham Park Planning Workshop to be held on October 24, 2019 at the El Granada School.

**ACTION AGENDA**

**1. Consideration of 2020 Recology Rates and Services.**

This Item was placed on the Agenda at the request of Director Dye to review the Recology contract and rate adjustments annually before the new year. Recology General Manager Chris Porter was invited to discuss pertinent garbage industry issues. The District also wished to address the Midcoast Community Counsel request to consider weekly green waste and composting services.

Ms. Porter reported that rates would remain stable for District customers in the coming year, despite changes in the recycling market and the subsequent loss of revenue. She assured the Board that Recology remains committed to recycling, rather than landfilling recyclable material, as other County and State agencies are doing. The recent decision by China to greatly reduce the recycled products they import has had a big effect on recycling.

She announced that the State is requiring implementation of curbside composting services by 2024, and the District could request implementation sooner with the understanding that any decision has a 12-month lead time to implement. The sense of the Board was to start in January 2021, but Ms. Porter suggested June 2021. The General Manager was directed to discuss a timeline with MWSD to coordinate starting the service.

**2. Consideration of 2019 Parks & Recreation Community Interest Survey Results.**

Parks Advisory Committee Vice Chair Pat Tierney presented a slideshow on the survey and reviewed the findings pertaining to preferences for park features, projects, and recreational classes. The Board held a discussion and will reconsider the results after the upcoming Burnham Park Public Workshop is held.

President Clark moved up Item 13, Report on Parks Advisory Committee.

**13. Report on Parks Advisory Committee.**

Chair Marsh said PAC would concentrate on recreation programs at the October 5 meeting, and will remind PAC members that terms expire at the end of the year. She reviewed the workshop plan, and thanked Member Koelsch for coming up with the grid map idea. The Board thanked Marsh and Vice Chair Tierney for the work that went into the Parks and Recreation Community Options survey.

**3. Consideration of Report from Ad Hoc Committee Regarding Partnering with the San Mateo County Harbor District to Share Office Space.**

The Board held a discussion regarding future District office space needs and how they might be met if sharing space with the Harbor District at lot next to the post office. It was the sense of the Board that future consideration was needed to decide the District's needs and that more information is needed from the Harbor District. The Committee will continue discussions.

**4. Consideration of Audited Financial Statements for Fiscal Year Ending June 30, 2018.**

General Manager Duffy provided a review of the District's financial statements. He reported that board consideration of the District's audit was delayed due to the fact that SAM has not yet completed their audit for FY 2017/18. Rather than delaying consideration further, the SAM assets listed in the GCSB financial statements were based on SAM's 2017 numbers. He pointed to legal expenses as the reason for the increased administration costs, and said reserves were utilized for SAM capital projects. No material weaknesses were found.

**ACTION:** Director Dye moved to approve the audited financial statements for the fiscal year ending June 30, 2018. (Dye/Blanchard). Approved 5-0.

**5. Consideration of Personnel System Manual and Salary Schedule Amendments.**

This Item was tabled to the next meeting.

**6. Consideration of Sewer Authority Mid-Coastside Report.**

The report focused on the current issues faced by SAM.

**CONSENT AGENDA**

7. Approve September 19, 2019 Meeting Minutes.
8. Approve October 2019 Warrants.
9. Approve September 2019 Financial Statements.
10. Approve Assessment District Distribution #3-19/20.
11. Approve Resolution to Change By-laws Regarding District SAM Representatives.

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

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

14. Attorney's Report. (Parkin)
15. General Manager's Report. (Duffy)
16. Administrative Staff Report. (Comito)
17. Engineer's Report. (Kennedy Jenks)
18. Future Agenda Items.

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 9:43 p.m.

ATTEST:

SUBMITTED BY:

\_\_\_\_\_  
Delia Comito, Board Secretary

\_\_\_\_\_  
Chuck Duffy, General Manager

Date Approved by Board: November 21, 2019

**ITEM #7**





**Granada Community Services District**  
**November 2019 Warrants**  
For the November 21, 2019 Board of Director's Meeting

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
10/18/19	8308	Alhambra & Sierra Springs	Sep 2019	6140 · Office Supplies	24.74
10/18/19	8309	Barbara Dye	CSDA Conf-Mileage & Parking Fee Reim	6050 · Education & Travel	508.12
10/18/19	8310	Bell Plumbing	555 Miramar Dr-Wye Replacement	5060 · Lateral Repairs	7,808.00
10/18/19	8311	Dudek	09/1/19-09/27/19 Prof Svcs & Software	6151 · General Manager	6,016.24
10/18/19	8312	Innes Business Solutions	Park Survey Data Entry	5130 · Parks & Rec Prof Services	592.50
10/18/19	8313	Kennedy Jenks	Sep 2019, Sum #150	6071 · Engineering - General	10,083.80
10/18/19	8314	O.K. Lumber	Inv dtd 09/12/19	7500 · Parks	10,085.01
10/18/19	8315	Pat Tierney	Survey Gizmo License Reim	6190 · Computers	135.00
10/18/19	8316	PGE	Mirada Rd Inv dtd 10/04/19	6170 · Utilities	44.24
10/18/19	8317	Sautter Graphics & Print	Survey & Banner Graphics	5130 · Parks & Rec Prof Services	507.00
10/18/19	8318	State Fund Comp Insurance	Workers Comp Prem 08/19/18-08/19/19	6080 · Insurance	1,024.41
10/18/19	8319	Tri Counties Bank	Sep Trico Card Charges	6140 · Office Supplies, Computers	2,289.90
10/18/19	8320	Verizon Wireless	Sep 2019	6170 · Utilities	189.27
10/18/19	8321	Claudia A. Marshall	Parks & Rec Coordinator Comp - 10/15/19	6153 · Temp Labor	1,102.50
10/23/19	8322	Claudia A. Marshall	Reim for Workshop Supplies	6310 · Parks Related Misc	102.42
10/23/19	8323	Nancy Marsh	Reim for Workshop Supplies/Printing	6310 · Parks Related Misc	519.11
11/21/19	8324	Alhambra & Sierra Springs	Oct 2019	6140 · Office Supplies	24.99
11/21/19	8325	AT&T	Oct 2019 Pump Stn Alarm Svc	6170 · Utilities	17.00
11/21/19	8326	Barbara Dye	Flyer Reim 10/17/19 GCSD & 10/28/19 SAM	6050 · Education & Travel	329.84
11/21/19	8327	Comcast	11/13/19-12/12/19 Svcs	6170 · Utilities	221.88
11/21/19	8328	CSDA	2020 Membership Renewal	6100 · Memberships	6,191.00
11/21/19	8329	David Seaton	10/17/19 GCSD	6040 · Directors' Compensation	145.00
11/21/19	8330	Dog Waste Depot	Inv dtd 10/07/19	5070 · Pet Waste Station	173.10
11/21/19	8331	Dudek	09/28/19-10/25/19 Prof Svcs	6151 · General Manager	6,772.50
11/21/19	8332	Express Plumbing	Medio Creek Maint & Mon-Nov	1617-1 · Medio Creek/Mirada Sewer	975.00
11/21/19	8333	Gaetani Real Estate	Office Lease-Dec 2019	6120 · Office Lease	4,450.00
11/21/19	8334	Global Equipment Co	Inv dtd 11/04/19	5070 · Pet Waste Station	147.30
11/21/19	8335	Half Moon Bay Review	Recology Ad Inv dtd 10/31/19	6160 · Publications	161.00
11/21/19	8336	Hue & Cry, Inc.	Dec 2019 Pump Stn Alarm	6170 · Utilities	32.65
11/21/19	8337	Jim Blanchard	10/17/19 GCSD & 10/28/19 SAM	6040 · Directors' Compensation	190.00
11/21/19	8338	Kennedy Jenks	Oct 2019 Svcs, Summary #151	6071 · Engineering-General	6,101.20
11/21/19	8339	Matthew Clark	10/17/19 GCSD	6040 · Directors' Compensation	145.00
11/21/19	8340	Pacifica Community TV	10/17/19 & 10/24/19 GCSD	6180 · Video Taping	600.00
11/21/19	8341	PG&E	Pump Stn Inv dtd 10/17/19	6170 · Utilities	232.38
11/21/19	8342	PGE	Office Inv dtd 10/24/19	6170 · Utilities	124.91
11/21/19	8343	Pitney Bowes	Inv dtd 10/30/19	6140 · Office Supplies	62.93

**Granada Community Services District**  
**November 2019 Warrants**  
For the November 21, 2019 Board of Director's Meeting

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
11/21/19	8344	Rodolfo Romero	Nov 2019 Cleaning 2x	6130 · Office Maint & Repairs	140.00
11/21/19	8345	SMC Environmental Health	Naples Beach Pump Stn Hazard Program	6220 · Miscellaneous	283.00
11/21/19	8346	Sandie Arnott-SMC Tax Collector	APN:047-081-350/047-251-100/048-046-120	6220 · Miscellaneous	420.82
11/21/19	8347	Sewer Authority Mid-Coastside	Nov 2019 Asmts	5020 · SAM-Admin/Treat/Env/Inf/Coll	170,799.61
11/21/19	8348	SMC RCD	Invoice #11 Mgmt Plan	5112 · RCD - Task 5	165.00
11/21/19	8349	SWRCB	Annual Permit Fee 07/01/19-06/30/20	6220 · Miscellaneous	2,625.00
11/21/19	8350	Tri Counties Bank	Oct 2019 Card Charges	6140 · Office Supplies	443.02
11/21/19	8351	US Bank Equipment Finance	08/28/19 -10/28/19	6020 · Copier Lease	793.20
11/21/19	8352	Verizon Wireless	Oct 2019	6170 · Utilities	43.25
11/21/19	8353	White Nelson Diehl Evans	Oct 2019	6152 · Accounting	2,500.00
11/21/19	8354	Wittwer & Parkin	Oct 2019 Svcs	6090 · Legal-Gen/IPS/Parks/Big Wave	2,194.00
<b>TOTAL</b>					<b>248,536.84</b>

**ITEM #8**



**Granada Community Services District**  
**Statement of Net Position (Unaudited)**

As of September 30, 2019

**ASSETS**

Current Assets	
Checking/Savings	
1000 · Wells Fargo Checking - Gen Op	\$ -
1020 · Petty Cash	790
1030 · Cash - LAIF	3,814,265
1040 · Tri Counties Bank - Gen Op	77,786
1050 · Tri Counties Bank - Deposit	37,739
1200 · Interest Receivable	24,918
1500 · Due from AD	15,068
Total Other Current Assets	
Total Current Assets	3,970,566
Fixed Assets	
1600 · Land	1,063,640
1615 · Equipment	22,153
1620 · Collections System	11,217,871
1630 · Accumulated Depreciation	(6,453,452)
Total Fixed Assets	5,850,212
Other Assets	
1700 · Advance to MWSD	1,085,094
1710 · Allowance - for Advance to MWSD	(1,085,094)
1720 · Advance to AD- Bond Reserve	369,890
1730 · Advance to AD- NCA Fund	353,693
1735 · Advance to AD- Assesmnt Revenue	212,834
1740 · Security Deposit Office Lease	3,000
1750 · Investment in SAM	3,767,869
1760 · Deferred Outflows of Resources	155,963
Total Other Assets	4,863,249
Total Assets	14,684,026

**LIABILITIES**

Current Liabilities	
2000 · Accounts Payable	24,996
2001 · Accrued Vacation	5,571
2020 · Class 3 Deposits	21,346
2100 · Payroll Liabilities	1,544
2225 · Recology-Del Garbage	5,389
2310 · Relief Refund Advance	350
Total Current Liabilities	59,196
Long Term Liabilities	
2401 · Net Pension Liability	185,779
2402 · Deferred Inflows of Resources	9,544
Total Long Term Liabilities	195,323
Total Liabilities	254,519

**NET POSITION**

3000 · Net Assets	5,330,849
3005 · Contributed Capital	9,595,349
Net Income	(496,691)
Total Net Position	\$ 14,429,507

*No assurance is provided on these financial statements.*

**Granada Community Services District  
Revenue & Expenses (Unaudited)  
July 1, 2019 through September 30, 2019**

	Jul 1, 2019 - Sep 30, 2019	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2019/2020 Budget
<b>Revenues</b>				
Operating Revenue				
4010 · Property Tax Allocation	\$ 704	\$ 50,000	\$ (49,296)	\$ 200,000
4015 · Park Tax Allocation	1,429	112,500	(111,071)	450,000
4020 · Sewer Service Charges-SMC	-	421,500	(421,500)	1,686,000
4021 · Sewer Svc Charges Pro-rated	50	-	50	-
4030 · AD OH Reimbursement	-	7,750	(7,750)	31,000
4040 · Recology Franchise Fee	5,527	8,250	(2,723)	33,000
<b>Total Operating Revenue</b>	<b>7,710</b>	<b>600,000</b>	<b>(592,290)</b>	<b>2,400,000</b>
Non Operating Revenue				
4120 · Interest on Reserves	24,918	22,500	2,418	90,000
4130 · Connection Fees	4,700	13,750	(9,050)	55,000
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	166,748	75,000	91,748	300,000
4180 · Misc Income	1,150	1,000	150	4,000
<b>Total Non Operating Revenue</b>	<b>197,516</b>	<b>190,000</b>	<b>7,516</b>	<b>760,000</b>
<b>Total Revenues</b>	<b>205,226</b>	<b>790,000</b>	<b>(584,774)</b>	<b>3,160,000</b>
<b>Expenses</b>				
Operations				
5010 · SAM - General	291,433	291,433	-	1,165,732
5020 · SAM - Collections	74,050	74,050	-	296,201
5021 · Lift Station Maint.	1,069	-	-	-
5050 · Mainline System Repairs	-	2,500	2,500	10,000
5060 · Lateral Repairs	-	8,750	8,750	35,000
5065 · CCTV	-	6,250	6,250	25,000
5070 · Pet Waste Station	253	300	47	1,200
5110 · RCD - Parks	-	1,250	1,250	5,000
5120 · Half Moon Bay Reimb - Parks	(8,832)	6,250	15,082	25,000
5130 · Parks & Rec Professional Services	-	10,000	10,000	40,000
<b>Total Operations</b>	<b>357,973</b>	<b>400,783</b>	<b>42,810</b>	<b>1,603,133</b>

*No assurance is provided on these financial statements.*

**Granada Community Services District  
Revenue & Expenses (Unaudited)  
July 1, 2019 through September 30, 2019**

	Jul 1, 2019 - Sep 30, 2019	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2019/2020 Budget
<b>Expenses (Continued)</b>				
<b>Administration</b>				
6010 · Auditing	\$ 2,103	\$ 3,750	\$ 1,647	\$ 15,000
6020 · Copier lease	1,244	1,750	506	7,000
6040 · Directors' Compensation	2,997	2,750	(247)	11,000
6050 · Education & Travel Reimb	-	500	500	2,000
<b>6060 · Employee Compensation</b>				
6061 · Employee Salaries	42,476	42,500	24	170,000
6062 · Medical Ins.	7,163	4,095	(3,068)	16,380
6063 · Employer Payroll Taxes	3,270	4,875	1,605	19,500
6064 · CALPERS Contribution	28,563	10,530	(18,033)	42,120
6060 · Employee Compensation - Other	362	-	(362)	-
6070 · Engineering Services	25,366	5,000	(20,366)	20,000
6080 · Insurance	306	1,250	944	5,000
6090 · Legal Services	12,177	15,000	2,823	60,000
6095 · Legal Services for Case Related Legal	-	12,500	12,500	50,000
6100 · Memberships	-	2,250	2,250	9,000
6110 · Newsletter	1,635	2,500	865	10,000
6120 · Office Lease	13,350	14,250	900	57,000
6130 · Office Maintenance & Repairs	560	500	(60)	2,000
6140 · Office Supplies	540	1,250	710	5,000
6150 · Professional Services	30,740	23,750	(6,990)	95,000
6160 · Publications & Notices	614	500	(114)	2,000
6170 · Utilities	2,601	2,500	(101)	10,000
6180 · Video Taping	1,300	1,000	(300)	4,000
6190 · Computers	4,075	625	(3,450)	2,500
6220 · Miscellaneous	2,211	3,750	1,539	15,000
6230 · Bank Service Charges	365	-	(365)	-
<b>Total Administration</b>	<b>184,018</b>	<b>157,375</b>	<b>(26,643)</b>	<b>629,500</b>
<b>Capital Projects</b>				
1617-1 · Medio Creek Xing Crossing	2,925	12,500	9,575	50,000
7010 · Sewer Main Replacement (CIP)	-	50,000	50,000	200,000
7100 · SAM - Infrastructure	146,916	146,916	-	587,663
7500 · Projects - Parks	10,085	25,000	14,915	100,000
<b>Total Capital Projects</b>	<b>159,926</b>	<b>234,416</b>	<b>74,490</b>	<b>937,663</b>
<b>Total Expenses</b>	<b>701,917</b>	<b>792,574</b>	<b>90,657</b>	<b>3,170,296</b>
<b>Net Income/(Loss)</b>	<b>\$ (496,691)</b>	<b>\$ (2,574)</b>	<b>\$ (494,117)</b>	<b>\$ (10,296)</b>

*No assurance is provided on these financial statements.*





**ITEM #9**



**DISTRIBUTION REQUEST NO.:** #5-19/20  
**BOND ADMINISTRATION FUND**  
(Account Number: 94673305)

**DISTRIBUTION TOTAL:** \$2,897.25

\$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.

November 21, 2019

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Chuck Duffy, Finance Officer/Treasurer

# SCHEDULE "A"

DISTRIBUTION REQUEST NO: #5 -19/20

DATE: November 21, 2019

CONTRIBUTE FROM ACCOUNT #: 94673305

ACCOUNT NAME: Bond Administration Fund

DISTRIBUTION AMOUNT: \$2,897.25

**PAYMENT INSTRUCTIONS:** Issue checks and mail as listed below.

Payee	Mailing Address	Services Provided	Amount
Taussig & Assoc	5000 Birch St, #6000, Newport Bch, CA 92660	Admin Svcs: Sept 2019	\$606.25
GCSD	P.O. Box 335, El Granada, CA 94018	GCSD OH Reim: Nov 2019	\$2,291.00
<b>TOTAL:</b>			<b>\$2,897.25</b>

**ITEM #10**



## AGENDA MEMORANDUM

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To: Board of Directors

From: Delia Comito, Administrator

Subject: Consideration of Class 3 Mainline Extension Dedication – Serving 620 Avenue Portola, Owners: Michael & Kayleen Kostiuk

Date: November 21, 2019

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The District Board approved the Class 3 Mainline Extension permit on July 19, 2018, which authorized the construction of a 20' (approximate) sewer mainline extension to serve APN 047-144-370 on Avenue Portola, owned by Michael & Kayleen Kostiuk. The permit was subsequently issued on July 31, 2018.

District Engineer, John Rayner, performed an inspection of the sewer extension on November 8, 2019, and determined that the line has been constructed in compliance with the Standard Specifications of the District. Therefore, Mr. Rayner has provided a letter recommending Board approval to dedicate the line as a District facility.

The following documents are attached for your review of this Item:

- Recommendation letter from John Rayner, District Engineer
- Kostiuk Class 3 Sewer Connection Permit
- Assessor's Parcel Map
- Mainline map



11 November 2019

Board of Directors  
Granada Community Services District  
P.O. Box 335  
El Granada, CA 94018

Subject: Class 3 Sewer Mainline Extension Permit  
620 Avenue Portola. Kostiuk Mainline Extension.  
APN 047-144-370  
K/J 015011\*10

Dear Board Members:

The plans for the Kostiuk mainline extension were approved on 30 October 2019 and construction was inspected and approved on 8 November 2019. We recommend that the extension be accepted as part of the District's collection system.

Please let me know if you have any questions or if you need further information.

Very truly yours,

KENNEDY JENKS

A handwritten signature in black ink, appearing to read 'John H. Rayner'.

John H. Rayner, P.E.  
District Engineer  
Granada Community Services District

cc: Chuck Duffy, GCSD  
Delia Comito, GCSD



## SEWER CONNECTION PERMIT

PERMIT NUMBER: 3175 PERMIT ISSUE DATE: 07/31/18  
 CAPACITY ENTITLEMENT: N/A PERMIT EXP. DATE: 07/31/20  
 PERMIT USE: MAINLINE EXTENSION  
 PERMIT ISSUED TO: MICHAEL & KAYLEEN KOSTIUK  
1288 E. HILLSDALE BLVD APT B202  
FOSTER CITY, CA 94404

<b>CL 3</b>
PERMIT TYPE

### IDENTIFICATION OF REAL PROPERTY

Assessor's Parcel Number: 047-144-370 Lot(s): 4 Block: 11  
 Street Address: TO SERVE 620 AVENUE PORTOLA Owner: SAME  
 Parcel Sq. Ft.: 7,338 Parcel Zoning: R-1/S-17 Structure Sq. Ft.: 3,271

### FEES AND COSTS

	(If other than issue date)
	Paid On:
Connection Fee: \$ <u>                    </u>	<u>                    </u>
Contingent Assessment: \$ <u>                    </u>	<u>                    </u>
Legal Document Fee: \$ <u>                    </u>	<u>                    </u>
Additional Fee or Charge: \$ <u>4,000</u>	DEPOSIT FOR EXPENSES
NCA Purchase: \$ <u>                    </u>	<u>                    </u>
<b>TOTAL: \$</b> <u>                    </u>	<b>PAID ON:</b> <u>                    </u>
Application Fee: \$ <u>150.00</u>	Paid On: <u>06/14/18</u>

Sewer lateral connections require a final inspection prior to use. To schedule an appointment for final inspection call:  <p align="center"><b>THE GRANADA SANITARY DISTRICT</b>  <b>(650) 726-7093</b>                  (Mon. - Fri., 9:00 AM - 3:00 PM)</p> Inspections are on Mondays, Wednesdays, and Fridays and must be scheduled 24 hours in advance.
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### RESTRICTIONS AND CONDITIONS

This Permit is subject to all of the provisions of the Granada Sanitary District Ordinance Code and any special restrictions and/or conditions required by the District.

This Permit will expire two (2) years from the date of issue. In the event the building permit has not been obtained by the expiration date, this Permit shall, at that date, become void. The District must be furnished with a copy of the building permit when it is obtained.

This Permit is not transferable to another parcel or to be used for any purpose other than is described on the Sewer Permit application on file with the District, and as indicated on this Permit.

The District must be notified when the sewer lateral is ready for final inspection and connection to the sewer main. The trench for the sewer lateral must remain open, and the cleanout and mushroom valve must be exposed to the sewer main.

### SPECIAL CONDITIONS

Permitee hereby acknowledges any Special Conditions if applicable. PERMITEE'S INITIALS:                     

**BOARD APPROVED ON 07/19/18**

AUTHORIZED SIGNATURE ONLY

PERMIT APPROVED BY: *Dina Court* Date: 7/31/18

### VERIFICATION OF HOOK UP

Date of Inspection:                     

### HOOK UP CERTIFICATION

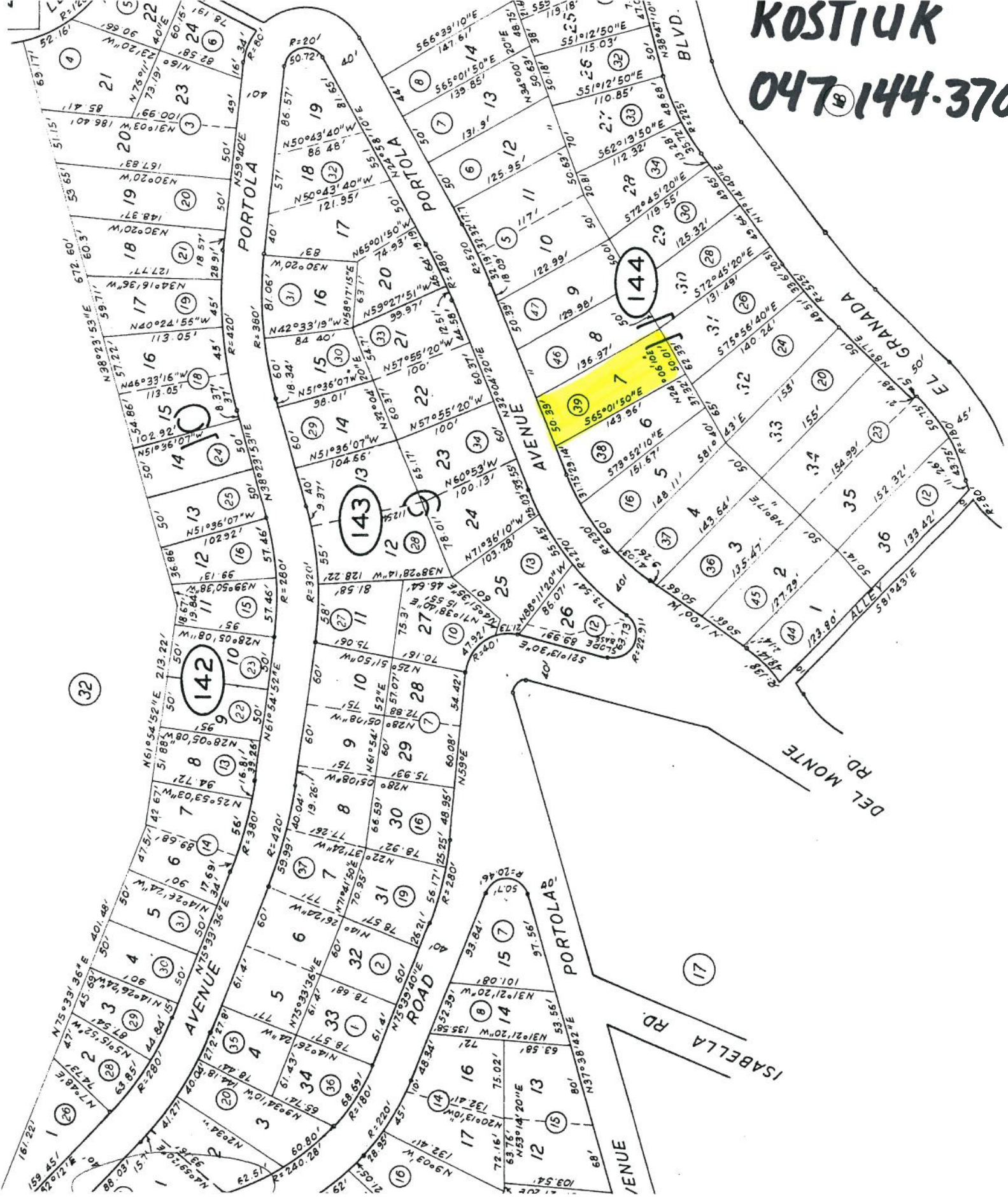
COPY SENT TO  
COUNTY: (circle)  
 YES

Inspected by:                       
(Print Name)

X  
 Signature

DATE:

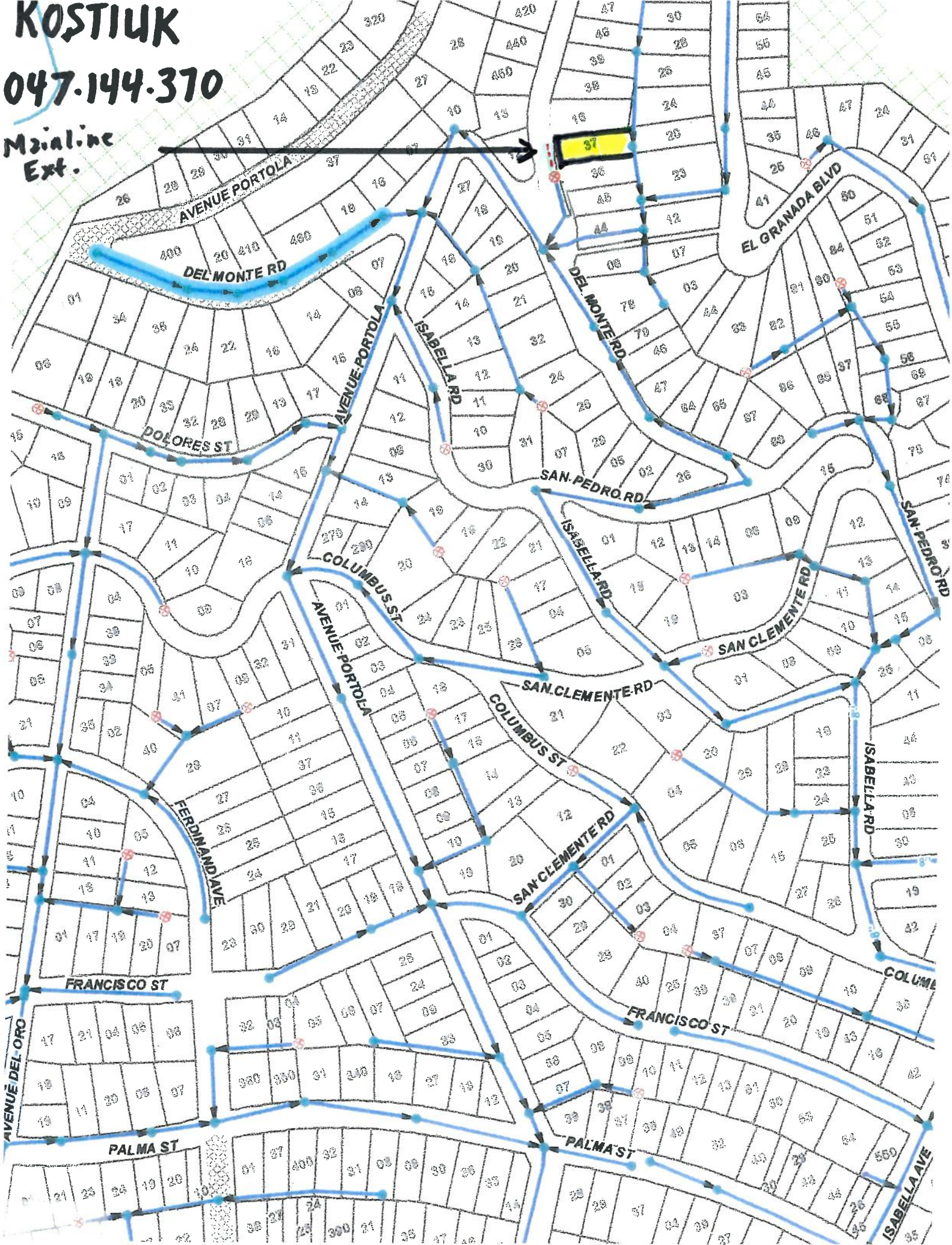
**KOSTIUK**  
**047-144-370**



# KOSTIUK

047.144.370

Mzialine  
Ext.





**ITEM #11**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.





**ITEM #12**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**ITEM #13**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.





**ITEM #14**



GRANADA COMMUNITY SERVICES DISTRICT

Administrative Staff Report

Period: October 12, 2019 to November 15, 2019

To: Board of Directors

From: Delia Comito, Assistant General Manager

Date: November 21, 2019

PUBLIC RECORDS REQUESTS – There were no public records requests received 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 from 07/08/19 to 10/24/19.

Note: shaded areas were previously reported.

PERMITS ISSUED – There were no permits issued this period.

Table with 8 columns: Permit No., CI, Issue Date, Owner or Agent, APN, Address, Sq. Ft., Zone. Rows include permits 3192, 3193, 3194, and 3195.

Note: shaded areas were previously reported.

SEWER HOOK-UPS - There was one new sewer hook-up this period:

Table with 7 columns: Hookup Date, Type, Permit No., Permit Issue Date, Owner, APN, Address. Rows include hook-ups from 07/16/19 to 10/23/19.

Note: shaded areas were previously reported.

REPAIRS - There was one repair this period:

Table with 6 columns: Repair Date, Type, Problem, Location or Address, Cause, Cost. Row includes a Wye Replacement on 10/18/19.

Note: shaded areas were previously reported.



**ITEM #15**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.





**ITEM #16**

