



## GRANADA COMMUNITY SERVICES DISTRICT

# **AGENDA**

## **BOARD OF DIRECTORS**

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

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

Thursday, June 17, 2021

**DUE TO COVID-19 AND COUNTY REGULATIONS, THIS MEETING WILL BE HELD VIA TELECONFERENCE AS PERMITTED BY THE GOVERNOR'S EXECUTIVE ORDER N-29-20.**

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

### [Join Zoom Meeting](#)

Phone one-tap: US: [+16699006833](tel:+16699006833), [95094833906#](tel:+195094833906) or [+19292056099](tel:+19292056099), [95094833906#](tel:+195094833906)

Meeting URL: <https://dudek.zoom.us/j/95094833906>

### **Join by Telephone**

Dial: US: +1 669 900 6833 or +1 929 205 6099

Meeting ID: 950 9483 3906

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

### **ROLL CALL**

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

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

### **ADJOURN TO CLOSED SESSION**

**1. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**

City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County Superior Court Case No. 17CV316927.

**2. Conference with Real Property Negotiator (Government Code Section 54956.8).** Property: 480 Avenue Alhambra, El Granada, California.

District's Negotiators: Chuck Duffy and David Worden

Negotiating parties: Deborah and Michael Picasso, and Colliers International (Ryan Young, Agent) and Granada Community Services District

Under negotiation: Instruction to negotiator will concern price and terms of purchase.

### **RECONVENE TO OPEN SESSION**

Report any reportable action taken in Closed Session.

### **ADJOURN SPECIAL MEETING**

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

### **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

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

### **ACTION AGENDA**

**1. Report on Parks and Recreation Activities.**

— Approve Sponsoring Movie Night in Quarry Park.

— Approve Summer Recreation Guide.

**Recommendation:** To be made by the Board.

**2. Consideration of Contribution to the Coastside Land Trust Junior Land Stewards Program at El Granada Elementary School for academic year 2021-22.**

**Recommendation:** To be made by the Board.

**3. Consideration of Ordinance Amending District Code Section 701 (01) (A) (iii) Relating to Sewer Connection Fees for Accessory Dwelling Units – Second Reading.**

**Recommendation:** 1. Read title and waive by motion the reading of the Ordinance.  
2. Adopt the ordinance.

**4. Consideration of Fiscal Year 2021/22 District Budget.**

**Recommendation:** To Be made by the Board.

**5. Report on Sewer Authority Mid-Coastside Meetings.**

**Recommendation:** For Board Information.

**CONSENT AGENDA**

**6. May 20, 2021 Special and Regular Meeting Minutes.**

**7. June 2021 Warrants.**

**8. April 2021 Financial Statements.**

**9. Assessment District Distribution #12-20/21.**

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

**11. Attorney's Report. (Parkin)**

**12. General Manager's Report. (Duffy)**

**13. Administrative Staff Report. (Comito)**

**14. Engineer's Report. (Kennedy Jenks)**

**15. Future Agenda Items.**

**ADJOURN REGULAR MEETING**

At the conclusion of the May 20, 2021 Meeting:

Last Ordinance adopted: No. 172

Last Resolution adopted: No. 2021-002

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

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



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for Closed Session.



**ITEM #1**



## Summer 2021 Activity Guide

The Granada Community Services District is pleased to present our summer 2021 guide to GCSD recreation activities. Since the District expanded to include parks and recreation in its mission, we have offered recreation activities, events and classes in the El Granada area. This 2021 listing is shorter than normal due to COVID-19 concerns. All activities follow county health guidelines. Register now (see link at each event description) to enjoy these fun and educational activities, as space is limited. Click this link to see [registration and payment procedures and policies](#). *Keep checking back to this site as we are planning additional activities this year.* Join the district parks and recreation email list for updates, or to suggest ideas for future activities, email: [parksinfo@granada.ca.gov](mailto:parksinfo@granada.ca.gov).

El Granada Community Services District se complace en presentar nuestra guía de verano de 2021 sobre las actividades recreativas del GCSD. Desde que el Distrito se expandió para incluir parques y recreación en su misión, hemos ofrecido actividades de recreación, eventos y clases en el área de El Granada. Esta lista de 2021 es más corta de lo normal debido a preocupaciones de COVID-19. Todas las actividades siguen las pautas de salud del condado. [Haga clic aquí para ver una descripción en español de las actividades](#). Regístrese ahora (vea el enlace en la descripción de cada evento) para disfrutar de estas actividades divertidas y educativas, ya que el espacio es limitado. [Haga clic en este enlace para ver los procedimientos y políticas de registro y pago](#). Vuelva a visitar este sitio ya que estamos planificando actividades adicionales este año. Únase a la lista de correo electrónico de parques y recreación del distrito para recibir actualizaciones o para sugerir ideas para actividades futuras, envíe un correo electrónico a: [Parksinfo@granada.ca.gov](mailto:Parksinfo@granada.ca.gov).

### CPR Hybrid Class, June 30 and September 28

An American Heart Association Cardio-Pulmonary Resuscitation (CPR) instructional class for non-professional rescuers blended class will be taught by retired local physician Paul Feldman. This will be a blended class consisting of an online introduction, self-paced eLearning, followed by an in-person 1 and ½ hour skills session in a Covid restricted classroom on the Coastside. Minimum age is 18. Location: 504 Avenue Alhambra, Third Floor, El Granada. Two classes, June 30 at 4:00-5:30 and September 28 6:00-7:30pm. Cost is \$25. Pre-registration required. [Click here to register](#).



### Nature Walk in Quarry Park, July 10, 10:00am



On this 2-hour walk you'll learn about the trees, wildflowers, and plants in the park, both native and non-native. You'll see a dawn redwood from China, a relative of our local trees, and learn about the history of eucalyptus trees including California's "miracle tree" boom in the 1800s. We'll talk about the geology of the quarry and the granite that fortunately underlies our area. We'll look for birds, hoping to see a woodpecker or a cheery robin. Finally, we will talk about the history of the park, and the heroic efforts individuals and the community made to keep it from being developed. Children under 18 must be accompanied by a parent or legal guardian. Meet: in the parking lot of the park, 1199 Columbus St. Pre-registration is required to keep group small and safe. Free. [Click here](#) for registration.

## Park Cleanup and Sea Hugger Support. June 12, July 10, August 14, September 11, 1:00pm

Help clean our local park and support Sea Hugger's mission to protect our seas from plastic! Saturday, June 12th, 1:00 to 3:00pm. Meet at the Jetty Skate Ramp on Burnham Strip. Bring your own work gloves and we supply canvas trash bags and grabbers. Return full bags to be entered in a drawing to win prizes! Then enjoy some Breakwater BBQ afterward. Make a difference and get some outdoor time with family and friends. Free. No registration needed.



## Walk Through History; Ocean Shore Railroad, Burnham Strip, & Medians, August 21, 10:00am



Enjoy a leisurely walk through the streets of El Granada. Learn about the various eras of history that resulted in the wide streets, spacious plazas and medians designed by famous landscape architect Daniel Burnham. Hear about the new park proposed for the Burnham Strip by GCSO. Learn about the Ocean Shore Railroad and admire some of the homes in the community from that period. Suitability: Anyone interested in history is welcome. Children under 18 must be



accompanied by a parent or legal guardian. Meet at the foot of Avenue Portola on the Burnham Strip. Free. [Click here to pre-register](#), required; group size limited to 12.

## Family Movie Night. July 24, 8:45pm, Meadow In Quarry Park

Enjoy an evening of fun outdoors with your kids featuring a family friendly movie. Eat a picnic meal, then watch a kid's favorite – *Pee-Wee's Big Adventure*. Bring a blanket or low chair, snacks, flashlight and spread out on the grass. Located a 10 yard walk from the Quarry parking lot. Everyone is encouraged to walk, ride a bike or be dropped-off at the event, as there will be no general parking, only disabled parking and a drop-off zone at the existing lot. Children under 18 must be accompanied by parent or guardian. Respect park neighbors and carry-out all trash. No alcohol and no BBQs, fires, fireworks or smoking. Sponsored by GCSO and San Mateo County Parks. Free. [Click here](#) to preregister, as space is limited.

Movies in the  
park logo from  
2019

Join the GCSO email list for announcements of future activities by emailing: [parksinfo@granada.ca.gov](mailto:parksinfo@granada.ca.gov)

## How to Register for These Events \* Policies

Preregistration is required for most events to enable Granada Community Services District (GCSO) to notify you of any changes or cancellations. To register and pay any program fee, go to the online Summer Guide Link at [www.granada.ca.gov/parks](http://www.granada.ca.gov/parks) and click the registration link under the description of those events. You will need a credit card for payment. No refunds of activity payments will be made for cancellation less than 30 days before the event. You may only register members of your own family. Some events have limited space, so availability is first come first served. Some events require you to bring basic items, such as a full reusable water bottle and snacks, wearing sun protection is strongly encouraged. See the event description for details. Some events are led by unpaid local volunteers.

All events with a fee require participants to sign a liability waiver and photo release and bring it the day of the activity. A parent or guardian must sign a release for their child under 18 years to participate in any event. The release form is available via a link in the online Summer Guide at [www.granada.ca.gov/parks](http://www.granada.ca.gov/parks). All outdoor recreation activities and events have risks. You and your family participate in these activities at your own risk. If your family has a person with special needs, contact the District at least two weeks prior to the event and we will work with you to see how to best accommodate them. We need volunteers to help with events and activities— if you can help email: [parksinfo@granada.ca.gov](mailto:parksinfo@granada.ca.gov).

# Guía de Actividades de Verano de 2021

## Clase de CPR híbrido, 30 de junio y 28 de septiembre

El médico local retirado Paul Feldman impartirá una clase de instrucción de reanimación cardiopulmonar (CPR) de la American Heart Association para rescatistas no profesionales. Esta será una clase combinada que constará de una introducción en línea, aprendizaje electrónico a su propio ritmo, seguido de una sesión de habilidades en persona de 1 hora y media en un aula restringida de Covid en Coastside. Edad mínima 18 años. Ubicación: Avenida Alhambra 504, Tercer Piso, El Granada. Dos clases, 30 de junio de 4: 00-5: 30 y 28 de septiembre de 6: 00-7: 30pm. El costo es de \$ 25. Se requiere preinscripción. [Pulse aquí para registrarse](#) [register](#) Pulse aquí para registrarse.



## Caminata por la naturaleza en Quarry Park, 10 de julio, 10:00am.



En esta caminata de 2 horas, aprenderá sobre los árboles, las flores silvestres y las plantas del parque, tanto nativas como no nativas. Verá una secuoya del amanecer de China, un pariente de nuestros árboles locales, y aprenderá sobre la historia de los árboles de eucalipto, incluido el auge del "árbol milagroso" de California en el siglo XIX. Hablaremos de la geología de la cantera y del granito que afortunadamente subyace en nuestra zona. Buscaremos pájaros con la esperanza de ver un pájaro carpintero o un petirrojo alegre. Finalmente, hablaremos sobre la historia del parque y los heroicos esfuerzos que hicieron los individuos y la comunidad para evitar que se desarrollara. Los niños menores de 18 años deben estar acompañados por un padre o tutor legal. Reunión: en el estacionamiento del parque, 1199 Columbus St. Se requiere preinscripción para mantener el grupo pequeño y seguro. Libre. [Haga clic aquí para registrarse.](#)

## Asistencia para la limpieza del parque y Sea Hugger. 12 de junio, 10 de julio, 14 de agosto, 11 de septiembre, 1:00 pm

¡Ayude a limpiar nuestro parque local y apoye la misión de Sea Hugger de proteger nuestros mares del plástico! Sábado 12 de junio de 13:00 a 15:00 h. Reúnase en la rampa Jetty Skate en Burnham Strip. Traiga sus propios guantes de trabajo y le proporcionaremos bolsas de basura de lona y agarradores. ¡Devuelva las bolsas llenas para participar en un sorteo y ganar premios! Luego, disfruta de una barbacoa en rompeolas. Marque la diferencia y pase tiempo al aire libre con familiares y amigos. Libre. No es necesario registrarse.



## Paseo por la historia; Ferrocarril de Ocean Shore, Burnham Strip y Medians, 21 de agosto, 10:00 am



Disfruta de un agradable paseo por las calles de El Granada. Aprenda sobre las diversas épocas de la historia que resultaron en las calles anchas, plazas espaciosas y medianas diseñadas por el famoso arquitecto paisajista Daniel Burnham. Escuche sobre el nuevo parque propuesto para Burnham Strip por GCSD. Aprenda sobre el ferrocarril Ocean Shore Railroad y admire algunas de las casas de la comunidad de ese período. Idoneidad: cualquier persona



interesada en la historia es bienvenida. Los niños menores de 18 años deben estar acompañados por un padre o tutor legal. Reúnase al pie de Avenue Portola en Burnham Strip. Libre. [Haga clic aquí para preinscribirse](#), obligatorio; tamaño del grupo limitado a 12.

## Noche de cine familiar. 24 de julio, 8:45 pm, Meadow In Quarry Park (Pee-Wee's Big Adventure)

Disfrute de una noche de diversión al aire libre con sus hijos con una película familiar. Come un picnic y luego mira el favorito de los niños: la gran aventura de Pee-Wee. Traiga una manta o silla baja, bocadillos, linterna y extiéndase sobre el césped. Ubicado a 10 yardas a pie del estacionamiento de Quarry Se alienta a todos a caminar, andar en bicicleta o dejarlos en el evento, ya que no habrá estacionamiento general, solo estacionamiento para discapacitados y una zona de bajada en el estacionamiento existente. Los niños menores de 18 años deben estar acompañados por un padre o tutor. Respete a los vecinos del parque y saque toda la basura. Sin alcohol y sin barbacoas, fogatas, fuegos artificiales o fumar. Patrocinado por GCSD y los Parques del Condado de San Mateo. Libre. Haga clic aquí para preinscribirse, ya que el espacio es limitado.

Movies in the  
park logo from  
2019

## Cómo Registrarse Para Estos Eventos \* Políticas

La preinscripción es necesaria para la mayoría de los eventos para permitir que el Distrito de Servicios Comunitarios de Granada (GCSD) le notifique cualquier cambio o cancelación. Para registrarse y pagar cualquier tarifa del programa, haga clic en el enlace de registro debajo de la descripción de esos eventos. Necesitará una tarjeta de crédito para realizar el pago. No se realizarán reembolsos de pagos de actividad por cancelación con menos de 30 días antes del evento. Solo puede registrar miembros de su propia familia. Algunos eventos tienen espacio limitado, por lo que la disponibilidad se asigna por orden de llegada. Algunos eventos requieren que traiga artículos básicos, como una botella de agua reutilizable y bocadillos, y se recomienda encarecidamente que use protección solar. Consulte la descripción del evento para obtener más detalles. Algunos eventos son dirigidos por voluntarios locales no remunerados.

Todos los eventos con tarifa requieren que los participantes firmen una exención de responsabilidad y una autorización de fotografía y la traigan el día de la actividad. Un padre o tutor debe firmar una autorización para que su hijo menor de 18 años participe en cualquier evento. Haga clic aquí para obtener la exención. Todas las actividades y eventos de recreación al aire libre tienen riesgos. Usted y su familia participan en estas actividades bajo su propio riesgo. Si su familia tiene una persona con necesidades especiales, comuníquese con el Distrito al menos dos semanas antes del evento y trabajaremos con usted para ver la mejor manera de acomodarlos. Necesitamos voluntarios para ayudar con eventos y actividades, si puede ayudar, envíe un correo electrónico a: [Parksinfo@granada.ca.gov](mailto:Parksinfo@granada.ca.gov).

Necesitamos voluntarios para ayudar con eventos y actividades, si puede ayudar, envíe un correo electrónico a: [parksinfo@granada.ca.gov](mailto:parksinfo@granada.ca.gov). Únase a la lista de correo electrónico de parques y recreación del distrito para recibir actualizaciones o sugerir ideas para actividades futuras



## **EL GRANADA GCSD MOVIE NIGHTS AT QUARRY PARK A BEACH BREAK ENTERTAINMENT EVENING UNDER THE STARS.**

### **Special Events Designed for GCSD New Burnham Park**

JUNE 7, 2021

Dear Patrick, Nancy and Michelle,

I am thrilled you're considering movies in the park with Beach Break Entertainment. Sheltering in place and Covid 19 restrictions have, sadly, left movie theaters across America empty for over a year. As a result, everyone has turned to Netflix, Amazon and other streaming platforms to get their movie fixes, thus not leaving the home.

However, Beach Break Entertainment has been able to provide and safely welcome crowds throughout the pandemic, by offering fun, outdoor events exempt from the State's restrictions and thankfully and proudly, without incidence.

Beach Break Entertainment is pleased to offer a safe outdoor movie event to screen movies, in the park once a month with a schedule to be determined if not July 24, August 14<sup>th</sup>, and September 11. . We are including costs for second run, family friendly Academy of Motion Picture licensing. These costs can be offset with sponsorships from local or national brands.

Beach Break Entertainment is offering our community and visitors the chance to get out for an evening of nostalgia, while remaining safely outside during these days of opening up and returning to outdoor gatherings. Everyone is required to wear masks while not eating or drinking. We follow both the State CDC and San Mateo County Health Department's COVID requirements including social distancing.

We are excited to be considered a participant in *Quarry Park's Summer Series* events and ongoing community Parks events for gathering outdoors for movie nights where everyone can enjoy fresh air and a safe and fun "Evening Under the Stars".

Julie Mell  
Beach Break Entertainment



Expenses	Details revised: 6/7/21
Location	Quarry Park – Meadow July 24 <sup>th</sup> 2021
Screen Package	Switcher, speakers, 17' screen, blower, Epson 7500 lumens projector, cones, projector stand, cables, cable covers for up to five hours (including set up and break down)
Distributor	Licensing rights for one screening and film
Insurance	Location & General Liability BBE
Permit	<i>N/A (acquired by PatrickTierney)</i>
Event Coordinator	
Permit Fee	<i>N/A (acquired by PatrickTierney)</i>
HMB Fire	<i>N/A (acquired by PatrickTierney)</i>
Porta-potties	<i>N/A (use of park's ok)</i>
Accessories	All necessary lights, vests and batteries
Garbage	<i>N/A Collected by volunteers and disposed of at park</i>
Security	<i>N/A – County Rangers will be on hand</i>
Staffing on site	Event Planner, Assistant and Projectionist
Expense Total	<b>\$2350</b>
Extra Out of Pocket Expense	<b>Generator Rental \$100</b>
	<b>Travel &amp; gas for generator \$50</b>
	<b>** generator must be available if electricity isn't</b>

**ITEM #2**



GRANADA COMMUNITY SERVICES DISTRICT

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AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, Assistant General Manager  
Subject: Consideration of Contribution to the Coastside Land Trust Program  
Date: June 17, 2021

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The attached letter was sent to the District on May 12, 2021, seeking \$10,000 to fund the Junior Land Stewards program offered through El Granada Elementary School.

As a Special District, California Law dictates that for any gift of public funds, it must be demonstrated that the expenditure falls within the specific powers of the district, and that one of the following examples can be declared:

- The charity provides a service that complements or enhances one the district provides itself;
- There is an identifiable secondary benefit to the district; or
- The charity provides a service the district could provide but chooses not to.

Counsel will provide more clarity at the meeting.



Coastside Land Trust  
788 Main Street  
Half Moon Bay, CA 94019  
Key Individual to be Contacted: Jo Chamberlain  
Email: [jo@coastsidelandtrust.org](mailto:jo@coastsidelandtrust.org)  
Phone: 650-726-5056

Granada Community Services District  
33 San Pablo Ave  
Half Moon Bay, CA 94019

Re: The Junior Land Stewards Program

Dear Granada Community Services District,

We are writing to seek your help in funding the expansion of the Coastside Land Trust's Junior Land Stewards program to El Granada Elementary school for the 2021/2022 school year. The JLSP currently works with approximately 100 fourth grade students a year at Hatch Elementary School (Hatch), and 30-50 Half Moon Bay High School (HMBHS) environmental science students. We are looking to expand the existing JLSP program from Hatch to incorporate the fourth graders of El Granada Elementary School (EGE) for the upcoming 2021/2022 school year. This expansion would directly benefit approximately 60 students in 4th grade and 10-15 students in the high school's science classes during the 2021/2022 school year.

The Junior Land Stewards Program (JLSP) is an environmental science education and stewardship program, created by the Coastside Land Trust (CLT) in 2018 for students, their families, and educators in the Cabrillo Unified School District (CUSD). The program provides Coastside students with a rich environmental science curriculum that gets students outside into their local open spaces, educates them about their local ecosystems, and guides them in developing the skills and desire to become life-long stewards of the natural environment.

The JLSP works with the fourth grade students from October - April each school year. It provides weekly hands-on science curriculum and science journaling opportunities

within the classrooms, which address driving environmental questions that connect the students to the outdoor spaces where they live. The in-class lessons and field trips build up to a large habitat restoration stewardship project in which the students prepare “garden” plots. Students plant native pollinator plants to attract and provide food for critically important pollinators (e.g. birds, butterflies, bees, and other insects), while adding to the diversity of the native plants and the overall health of the coastal prairie habitat.

Students participate in multiple field trips, during which they investigate and become familiar with their local open spaces. This will include guided walks through the open space near the school (Mirada East), to Quarry Park, and potentially to explore the nearby medians of El Granada. Students will be encouraged to share information about the walks near their school with their families to expand community access to these vital open spaces.

To maintain small group sizes on the field trips, and expand the reach of the JLSP, the field trip group activities are facilitated by HMBHS environmental science students. In coordination with the HMBHS environmental science department, the JLSP provides an orientation and continued training for these high school students.

At the end of the school year, the students’ accomplishments and learning are displayed and shared with the community at the CLT gallery in downtown Half Moon Bay. This display exhibits photographs, artwork, narratives and reflection, as well as science journal entries written by the students. The gallery installation remains on display for the months of May and June.

The most critical component of the program, and the greatest observable gift to the greater community, is in the pollinator gardens that the students plant and maintain. The proposed EGE garden plots would be planted just outside the west side of the school fence, which would allow students to tend to these plants and also to watch them grow throughout the years. These educational gardens would also be visible from the new coastal bike path extension that is being built alongside EGE. These gardens would provide an opportunity to connect the EGE students, the GCSD, and the community with a beautiful, educational garden.

The JLSP serves students and educators in Cabrillo Unified School District (CUSD) schools along the San Mateo County Coastside from Half Moon Bay north to Montara. CUSD has a combined demographic of 52% Hispanic/Latino, 25% English Language Learners, and > 40% socioeconomically disadvantaged. (CUSD 2019)

The El Granada principal and staff are very enthusiastic and hopeful that we will be able to raise the funds to expand this program to their school next year. In order to do this, we need to raise approximately \$10,000. The costs for this are estimated as follows:

- Field trip and habitat restoration supplies (e.g., backpacks, science journal notebooks, field microscopes, measuring tapes, clipboard, seed, soil, seedlings, gloves, hand tools, tarps, etc): \$2,500
- Printing (signs and posters for restoration sites, presentation materials for JLSP display at community event at CLT gallery): \$500
- JLSP Program Manager (field trip planning and instruction, classroom curriculum planning and instruction, coordination and communication with teachers/ administration/ parents and students, student/ teacher assessments, HMBHS field guide training, program evaluation, garden maintenance, community outreach) : \$7,000

The sustainability of San Mateo County Coastside communities depends upon protecting the health of the bluffs, beaches and ocean that help us thrive. Your financial support would allow us to connect Coastside students with their local open spaces, and guide them in developing the skills and desire to become life-long explorers and stewards of open space. EGE students and HMBHS students would have the opportunity to get outside and learn about the challenges and rewards of maintaining a healthy ecosystem within their communities and how they can contribute to positive outcomes. This is precisely the type of program that provides lasting learning for students and is essential for developing citizens who will understand and care about our lands for many years to come.

Sincerely,



Jo Chamberlain  
Executive Director  
Coastside Land Trust

## TESTIMONIALS



*“The Junior Land Stewards program models how creativity and collaboration among community partners helps our youngest Coastsiders learn and grow while laying a foundation for a sustainable environment. It brings together local elementary and high school students, local public school teachers, and Coastside Land Trust volunteers, this program weaves together environmental science, literacy, and social-emotional learning into a one-of-a-kind community connection and interdisciplinary learning experience for all.”*

- Sophia Layne, Parent and CUSD school board representative



*“We have implemented the program for two years in a row with huge success. A combination of in class lessons (reflection, note taking, drafting, drawings, etc...) and walking field trips (seeding, watering, planting, observing, etc...) have a made an extremely successful project-based learning program. The involvement of Barbara and Kate, teachers, parents, high school students have made this program stronger and more meaningful for all the parties participating.”*

-David Porcel, Alvin Hatch Elementary School Principal



*“It was new and wonderful for students to do science in the field: getting dirty, learning that not all experiments go according to plan, and sharing the experience with their friends. My students adored working with their high school mentors, and loved the mix of active fieldwork and deeply introspective expression.”*

-Robin Arkell, Fourth grade teacher



*“As you know, the Bay Area has many wonderful NGOs and non-profits that facilitate learning for our children. I’ve enjoyed every trip I’ve taken over the years. But this curriculum was my favorite by far. It was a stroke of genius to bring the high schoolers in to work with 4th graders.... I so enjoyed watching them work together. I love that this curriculum took all that 4th grade curiosity, energy and respect of nature and directed it into an ethos of stewardship. ... I am certain that those experiences will remain with those students into their adulthood. So much that we know about global warming and environmental sciences can seem overwhelming but this field work taught us that we can make a difference and to do what we can.”*

-Mary, Fourth grade chaperone



*Some native pollinator plants from the Junior Land Stewards Garden at Wavecrest Open Space*



**ITEM #3**



GRANADA COMMUNITY SERVICES DISTRICT

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# AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, Assistant General Manager  
Subject: An Ordinance Relating to Sewer Connection Charges  
Date: June 17, 2021

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The first reading of the ordinance took place at the last meeting, and is now presented for the second reading to reduce the charge for a detached ADU.

The ordinance will amend Section 701 (01) (A) (iii) to change the charge from fifty (50%) to twenty five percent (25%) of the single-family residential connection charge for detached accessory dwelling units. The second reading of the Ordinance is required for approval and final adoption.

Staff recommends a motion to read the title and waive by motion the reading of the Ordinance, and to adopt the ordinance becoming effective 30 days after publication.

## ORDINANCE NO. 174

### AN ORDINANCE AMENDING DISTRICT ORDINANCE CODE RELATING TO SEWER CONNECTION CHARGES

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

Section 2. Section 701 (01) (A) of the Granada Community Services District Ordinance Code is hereby amended in its entirety to read as follows:

(01) Charges by Type of Connection.

(A) Residential Connections

Effective July 1, 2020, the residential connection charge for connection to the sewer main system by a dwelling unit shall be \$4,700.00 for each dwelling unit. The connection charge shall be reduced for the following structures:

- (i) For auxiliary structures, as defined in Section 104(43), there shall be no residential connection charge.
- (ii) There shall be no residential connection charge for an accessory dwelling unit that meets all of the following criteria:
  - a. The parcel for the accessory dwelling unit is zoned to allow single-family or multifamily use;
  - b. The parcel includes a proposed or existing single-family dwelling;
  - c. The accessory dwelling unit is created entirely within the footprint of an existing structure (*e.g.*, adding no new square footage to the total developed floor area on the parcel); and
  - d. The parcel contains no other accessory dwelling unit.
- (iii) The District shall charge twenty five percent (25%) of the single-family residential connection charge for an accessory dwelling unit not described in subdivision (01)(A)(ii).
- (iv) When fewer than the maximum number of dwelling units allowed under the applicable land use regulations are built on a site in a R-3/ S-3 zone and each dwelling unit is less than 750 square feet, the residential connection charge for each dwelling unit shall be reduced by the percentage of dwelling units built out of the maximum number of dwelling units allowed.

Section 3. CEQA COMPLIANCE

This Ordinance is not a project subject to the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378, subdivision (b). In the event that this Ordinance is found to be a project under CEQA, it is subject to the CEQA exemption contained in Section 15061, subdivision (b)(3) of the CEQA Guidelines, because it can be seen with certainty that there is no possibility that it may have a significant effect on the environment.

#### Section 4. SEVERANCE CLAUSE

The Board declares that each section, sub-section, paragraph, sub-paragraph, sentence, clause and phrase of this Ordinance is severable and independent of every other section, sub-section, paragraph, sub-paragraph, sentence, clause and phrase of this Ordinance. If any section, sub-section, paragraph, sub-paragraph, sentence, clause or phrase of this Ordinance is held invalid, the Board declares that it would have adopted the remaining provisions of this Ordinance irrespective of the portion held invalid, and further declares its express intent that the remaining portions of this Ordinance should remain in effect after the invalid portion has been eliminated.

Section 5. Upon adoption, this Ordinance shall be entered into the minutes of the District Board, shall be published one time in a newspaper published in the County of San Mateo, and shall be effective at the end of the week of publication or 30 days after the date of final passage, whichever is later.

The above and foregoing Ordinance was regularly introduced at a meeting of the Board of Directors of the Granada Community Services District held on the 20th day of May 2021, and thereafter passed and adopted at a meeting of the Board of Directors of the Granada Community Services District on the 17th day of June 2021, by the following vote:

AYES: and in favor thereof:

NOES:

ABSENT:

ABSTAIN:

Approved:

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Matthew Clark, President

Attest:

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Delia Comito, Secretary



**ITEM #4**



# GRANADA COMMUNITY SERVICES DISTRICT

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## AGENDA MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: Draft GCSD Sewer and Parks and Recreation District Budgets -Fiscal Year 2021/22  
Date: June 17, 2021

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Attached for your Board's consideration are the Draft Fiscal Year 2021/22 Sewer District budget and Parks and Recreation District budget. At our last meeting, your board reviewed a 3 year look ahead at potential sewer service rates, so this is your first look at the detailed draft budgets. Based on our discussions, the budgets are then finalized and presented for approval at our next meeting. The annual sewer service charge remains at \$580 per ERU for this coming fiscal year as decided at the last meeting. Budget highlights include:

- Sewer Authority Mid-Coastside – SAM operates the treatment plant and intertie pipeline system which treats the District's sewage. Operational costs at SAM had increased relatively substantially in previous years, but the good news is that these past 2 years' costs have remained basically unchanged. The SAM infrastructure budget is budgeted at \$508,000. The Contract Collections Services Budget shows an increase of \$60,000, due mainly to the purchase of a new sewer mainline cleaning truck.
- The GCSD administrative budget will be \$42,000 higher than last year, due mainly to the full time admin position being filled. Most other costs are stable.
- On the sewer capital projects side, both the sewer replacement project based on the District 6 Year CIP Replacement Plan and the Naples Beach Phase 2 Medio Creek Bridge Crossing mainline removal and redirection plan are both underway.
- On the Parks and Recreation side, I have budgeted \$300,000 for landscape design and permitting, as well as civil engineering design for the Burnham Park.

Note that property tax revenues which have previously been allocated to both the Sewer budget and the Parks and Recreation budget are now allocated solely to the Parks and Recreation District, per board direction.



**DRAFT**

**GRANADA COMMUNITY SERVICES DISTRICT**

**SEWER DISTRICT BUDGET  
FISCAL YEAR 2021/22**

	FY 2020/21 Budget	FY 2020/21 Projected Actual	Over/ (Under) Budget	FY 2021/22 Budget
<b><u>SEWER - OPERATING REVENUES</u></b>				
1 . Property Tax Allocation-Sewer (no split)	\$200,000	\$200,000	\$0	\$0
2 . Annual Sewer Service Charges	\$ 1,879,000	\$1,879,000	\$0	\$1,887,000
3 . Reim. from A.D. - Salary and Overhead	\$32,000	\$24,000	(\$8,000)	\$32,000
4 . Recology of the Coast Franchise Fee	\$33,000	\$36,000	\$3,000	\$33,000
5 . Miscellaneous	\$4,000	\$3,000	(\$1,000)	\$4,000
<b>TOTAL REVENUES</b>	<b>\$2,148,000</b>	<b>\$2,142,000</b>	<b>(\$6,000)</b>	<b>\$1,956,000</b>

**Budget Revenue Assumptions:**

- 1 . 3,253 ERU's of sewer service charge at \$580 per ERU
- 2 . Property Tax Revenue is NOW allocated ONLY to the Parks and Recreation District

**SEWER - EXPENDITURES**

	FY 2020/21 Budget	FY 2020/21 Projected Actual	Over/ (Under) Budget	FY 2021/22 Budget
<b><u>SEWER - SAM OPERATING EXPENSES</u></b>				
1 . SAM General Budget - Treatment	\$831,237	\$831,237	\$0	\$685,122
2 . SAM General Budget - Administration	\$290,458	\$290,458	\$0	\$258,279
3 . SAM General Budget - Environmental Compliance	\$34,172	\$34,172	\$0	\$37,570
4 . SAM General Budget - Infrastructure	\$433,438	\$433,438	\$0	\$508,056
5 . SAM Contract Collections Services	\$186,574	\$186,574	\$0	\$244,612
Sub-Total SAM Operations Expenditures	\$1,775,879	\$1,775,879	\$0	\$1,733,639

<b><u>SEWER - GCSD ADMINISTRATIVE EXPENSES</u></b>	<b><u>Budget</u></b>	<b><u>Actual</u></b>	<b><u>Budget</u></b>	<b><u>Budget</u></b>
1 . Accounting	\$32,000	\$32,000	\$0	\$32,000
2 . Auditing	\$16,000	\$14,500	(\$1,500)	\$16,000
3 . Copier Lease	\$6,000	\$6,000	\$0	\$6,000
4 . Directors' Compensation	\$11,000	\$11,000	\$0	\$11,000
5 . Education & Travel Reimbursement	\$2,000	\$0	(\$2,000)	\$2,000
6 . Employee Salaries	\$178,000	\$170,000	(\$8,000)	\$220,000
7 . Employee Medical, Payroll Taxes, and Retirement	\$88,000	\$83,000	(\$5,000)	\$95,000
8 . CalPers and OPEB Unfunded Pension Liability Payments	\$50,000	\$0	(\$50,000)	\$0
9 . Engineering Services (General)	\$20,000	\$16,000	(\$4,000)	\$20,000
10 . Insurance	\$30,000	\$33,000	\$3,000	\$35,000
11 . Legal Services - General	\$30,000	\$45,000	\$15,000	\$40,000
12 . Legal Services - Project/Case Related	\$50,000	\$48,000	(\$2,000)	\$90,000
13 . Memberships	\$9,000	\$9,000	\$0	\$9,000
14 . Newsletter	\$7,000	\$0	(\$7,000)	\$7,000
15 . Office Lease	\$57,000	\$58,000	\$1,000	\$60,000
16 . Office Maintenance and Repairs	\$3,000	\$900	(\$2,100)	\$3,000
17 . Office Supplies	\$3,000	\$3,200	\$200	\$3,000
18 . Professional Services	\$85,000	\$85,000	\$0	\$85,000
19 . Publications & Notices	\$2,000	\$2,000	\$0	\$2,000
20 . Utilities	\$12,000	\$11,000	(\$1,000)	\$12,000
21 . Video Taping of Board Meetings	\$4,000	\$4,000	\$0	\$4,000
22 . Computers	\$2,500	\$4,600	\$2,100	\$2,500
23 . Lateral Repairs	\$25,000	\$55,000	\$30,000	\$25,000
24 . CCTV	\$25,000	\$5,000	(\$20,000)	\$15,000
25 . Pet Waste Stations	\$1,200	\$1,300	\$100	\$1,200
26 . Miscellaneous	\$20,000	\$13,000	(\$7,000)	\$15,000
Sub-Total GCSD Administration Expenditures	\$768,700	\$710,500	(\$58,200)	\$810,700
<b>SEWER - TOTAL OPERATING EXPENDITURES</b>	<b>\$2,544,579</b>	<b>\$2,486,379</b>	<b>(\$58,200)</b>	<b>\$2,544,339</b>
<b>SEWER - OPERATING NET TO/(FROM) RESERVES</b>	<b>(\$396,579)</b>	<b>(\$344,379)</b>		<b>(\$588,339)</b>

**DRAFT**

**GRANADA COMMUNITY SERVICES DISTRICT**

**SEWER DISTRICT BUDGET  
FISCAL YEAR 2021/22**

	FY 2020/21	FY 2020/21	Over/	FY 2021/22
<b><u>SEWER - NON-OPERATING REVENUES</u></b>	<b><u>Budget</u></b>	<b><u>Projected Actual</u></b>	<b><u>(Under) Budget</u></b>	<b><u>Budget</u></b>
1 . Interest on Reserves	\$58,000	\$25,000	(\$33,000)	\$ 18,000
2 . Connection Fees	\$38,000	\$103,000	\$65,000	\$28,000
3 . SAM Refund from Prior Year Allocation	\$1,000	\$0	(\$1,000)	\$1,000
4 . Repayment from Assessment District-Current FY	\$310,000	\$310,000	\$0	\$310,000
5 . ERAF Refund from Prior Year	\$350,000	\$252,000	(\$98,000)	\$250,000
<b>TOTAL NON-OPERATING REVENUES</b>	<b>\$757,000</b>	<b>\$690,000</b>	<b>(\$67,000)</b>	<b>\$607,000</b>

**Budget Revenue Assumptions:**

- 1 . 0.00% Interest on average yearly reserve
- 2 . 6 Connections at \$4700 per connection

	FY 2020/21	FY 2020/21	Over/	FY 2021/22
<b><u>SEWER - CAPITAL PROJECTS</u></b>	<b><u>Budget</u></b>	<b><u>Projected Actual</u></b>	<b><u>(Under) Budget</u></b>	<b><u>Budget</u></b>
1 . General Sewer Mainline System Repairs	\$10,000	\$0	(\$10,000)	\$10,000
2 . 6 Year Sewer Mainline Replacement Program	\$450,000	\$180,000	(\$270,000)	\$290,000
3 . Medio Creek Crossing Sewer Realignment	\$350,000	\$0	(\$350,000)	\$400,000
<b>TOTAL CAPITAL IMPROVEMENT PROJECTS</b>	<b>\$1,243,438</b>	<b>\$180,000</b>	<b>(\$630,000)</b>	<b>\$700,000</b>

**SEWER - CAPITAL RESERVE FUND BALANCE**

1 . Beginning Balance on July 1				(\$1,292,460)
2 . Capital Projects				(\$700,000)
3 . Transfer (to)/from Operating Budget				(\$588,339)
4 . Transfer from Non-Operating Revenues				\$607,000
<b>TOTAL RESERVE AT END OF FISCAL YEAR</b>				<b>(\$1,973,799)</b>

**DRAFT**

**GRANADA COMMUNITY SERVICES DISTRICT**

**PARKS AND RECREATION DISTRICT BUDGET  
FISCAL YEAR 2021/22**

	<b>FY 2020/21 Budget</b>	<b>FY 2020/21 Projected Actual</b>	<b>Over/ (Under) Budget</b>	<b>FY 2021/22 Budget</b>
<b><u>PARKS AND RECREATION - OPERATING REVENUES</u></b>				
1 . Property Tax Allocation-Parks (solely parks)	\$491,000	\$587,000	\$96,000	\$ 850,000
2 . Miscellaneous	\$1,000	\$0	(\$1,000)	\$1,000
<b>TOTAL REVENUES</b>	<b>\$492,000</b>	<b>\$587,000</b>		<b>\$851,000</b>
<b><u>PARKS AND RECREATION - OPERATING EXPENDITURES</u></b>				
1 . Projects	\$100,000	\$0	(\$100,000)	\$30,000
2 . RCD	\$20,000	\$8,000	(\$12,000)	\$30,000
3 . Professional Services	\$100,000	\$45,000	(\$55,000)	\$300,000
4 . Reimbursement to HMB per Property Tax Agreement	\$40,000	\$9,540	(\$30,460)	\$65,000
<b>TOTAL EXPENDITURES</b>	<b>\$260,000</b>	<b>\$62,540</b>	<b>(\$197,460)</b>	<b>\$425,000</b>
<b>NET TO/(FROM) PARKS AND RECREATION RESERVE</b>	<b>\$232,000</b>	<b>\$524,460</b>		<b>\$426,000</b>
<b><u>PARKS AND RECREATION - CAPITAL RESERVE FUND</u></b>				
1 . Beginning Balance on July 1	\$768,000	\$768,000		\$1,292,460
3 . Transfer (to)/from Operating Revenues	\$232,000	\$524,460		\$426,000
<b>PARKS AND RECREATION RESERVE AT FYE 2020</b>	<b>\$1,000,000</b>	<b>\$1,292,460</b>		<b>\$1,718,460</b>

**ITEM #5**



**MINUTES**  
**SAM BOARD OF DIRECTORS MEETING**  
**May 24, 2021**

**1. CALL TO ORDER**

Chair Dye called the meeting to order at 7:02 p.m. from her residence in El Granada, CA. Directors attended the meeting through teleconferencing pursuant to and as permitted by Executive Order N-29-20. Consistent with Executive Order N-29-20, the San Mateo County Health Officer Shelter-In-Place order issued on March 16, 2020, members of the public were able to observe the open session portions of the meeting electronically by using the link that was provided on the agenda for the May 24, 2021 meeting.

A. Roll Call

Directors Penrose, Lohman, Clark, Rarback (for Ruddock), Slater-Carter, and Dye were present. Also present via teleconferencing were General Manager Kishen Prathivadi, Finance Officer George Evans, Supervisor of Treatment/Field Operations Tim Costello, and General Counsel Jeremey Jungreis.

**2. PUBLIC COMMENT/ORAL COMMUNICATION**

Director Slater-Carter informed the Board that Senate Bill SB1383 regarding regulations on organic waste being diverted from landfills has been finalized. She stated that each of the member agencies will need to have its ordinances and procedures in order by January 1, 2022. Director Lohman stated that it has been discovered that sewer waste is warm when coming through the sewer pipes and in the future it is possible that sewer agencies can use heat pumps as a heat exchange to generate electricity.

**3. CONSENT AGENDA** *(single motion and vote approving all items)*

*(Consent items are considered routine and will be approved or adopted by one vote unless a request for removal for discussion or explanation is received from the public or Board)*

- A. Approve Minutes of May 10, 2021 Regular Board Meeting
- B. Approve Disbursements for May 24, 2021
- C. Monthly Revenue and Expense Report for Period Ending April 30, 2021
- D. Approve Proposal of Pacific EcoRisk for Species Screening (\$46,953) as Required for NPDES Permit Renewal

Director Loman moved, and Director Slater-Carter seconded the motion to approve Consent Agenda items as presented. Chair Dye suggested bringing the Monthly Revenue and Expense Report for period ending April 30, 2021 back to the next Board meeting for further discussion.

Lohman/Slater-Carter/Roll Call Vote: Penrose Aye/Lohman Aye/Clark Aye/Rarback Aye/Slater-Carter Aye/Dye Aye/8 Ayes/0 Noes. The motion passed.

#### **4. REGULAR BUSINESS**

##### **A. Status Update on Wastewater Treatment Plant Capacity & Treatment Process Review Study by Brown & Caldwell**

General Manager Prathivadi reviewed the staff report and introduced Michael Harrison and Aren Hansen of Brown & Caldwell who shared a PowerPoint presentation on the status update of the treatment plant capacity and treatment process. He discussed the project objectives, project scope summary, data and operations review, capacity analysis, the next steps, and the current project schedule. A discussion ensued. Following discussion, the Board thanked him for his presentation.

A copy of Michael Harrisons PowerPoint presentation is attached to the May 24, 2021 agenda, and can be found on the SAM website at [www.samcleanswater.org](http://www.samcleanswater.org).

##### **B. Declare Three SAM Vehicles as Surplus and Authorize the General Manager to Dispose of Them as per the SAM Purchasing Policy**

General Manager Prathivadi reviewed the staff report and informed the Board of the condition of the SAM Vehicles. He recommended that the Board declare SAM 1, SAM 3 and SAM 5 as surplus equipment and authorize the General Manager to dispose of the vehicles per the SAM Purchasing Policy. Following a brief discussion, Director Slater-Carter moved, and Director Clark seconded the motion to declare SAM 1, SAM 3, and SAM 5 as surplus equipment and authorize the General Manager to dispose of the vehicles per the SAM purchasing policy.

Slater-Carter/Clark/Roll Call Vote: Penrose Aye/Lohman Aye/Clark Aye/Rarback Aye/Slater-Carter Aye/Dye Aye/8 Ayes/0 Noes. The motion passed.

#### **5. GENERAL MANAGERS REPORT**

##### **A. Monthly Manager's Report – April 2021**

General Manager Prathivadi informed the Board that the request of having the details of the ocean outfall inspection reported added to the Managers monthly report has been done. He also informed the Board that the Wet Weather Expansion Project is almost complete and hydro-seeding will begin on Friday May 28, 2021.

#### **6. ATTORNEY'S REPORT**

General Counsel Jungreis discussed the letter he forwarded to the SAM Board of Directors from the Association of California Water Agencies and a number of other trade

associations urging the Governor of California to provide a transition period to go from the current structure of virtual meetings to the traditional Brown Act approach.

## **7. DIRECTOR'S REPORT**

Director Lohman reported on the LAFCO meeting held on May 19<sup>th</sup>. He stated that the annual budget had been approved, and discussed the East Palo Alto Sanitary District development plan.

## **8. TOPICS FOR FUTURE BOARD CONSIDERATION – NONE**

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

- A. CONFERENCE WITH LEGAL COUNSEL — PENDING LITIGATION  
Pursuant to Paragraphs (1), (2) and (4) of Subdivision (d) of Government Code Section 54956.9 (One case - Thompson vs SAM)
- B. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION  
Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim 202008-10882405 filed by Beverli Marshall)
- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9: (Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)
- D. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION  
Pursuant to Government Code Section 54956.9 (d) (2)
- E. 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)

The Board went in to Closed Session at 8:18 p.m.

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

The Board came out of Closed Session at 8:21 p.m. General Counsel Jungreis reported that there was no reportable action.

## **11. ADJOURNMENT**

Chair Dye adjourned the meeting at 8:21 p.m.

Respectfully Submitted,    Approved By:

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Suzie Turbay, Administrative Assistant

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Board Secretary



## SEWER AUTHORITY MID-COASTSIDE

### Staff Report

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**TO:** Honorable Board of Directors  
**THROUGH:** Kishen Prathivadi, General Manager  
**FROM:** Tim Costello, Supervisor of Technical / Field Services  
**SUBJECT:** **Monthly Manager's Report – April 2021**

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#### **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 *April 2021*.

#### *Key Indicators of Performance*

NPDES Permit Violations:	2
Accidents, Injuries, etc.:	0
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	0
Reportable Spills Cat 3:	0

#### *Flow Report (See Attachment A)*

Half Moon Bay	0.725	58.57%
Granada CSD	0.269	21.76%
Montara W&SD	<u>0.243</u>	<u>19.66%</u>
Total	1.238	100%

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

**Administration**

There were two Board Meetings in the month of April. There were 2 public records request in April 2021. There were two articles in the HMB Review, City Engaged in lawsuit No Coastsider Will Win, (Matter of Opinion), April 7, 2021, and Sewer Troubles Continue to Sink, April 14, 2021.

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

There were no new hires, and two anniversaries in the month of April. George Long April 16, 1988 (33 Years), Lead Operator, and George Evans, April 27, 2017 (4 Years), Finance Officer.

**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. Phase two of this project is well under way and should be complete by Mid May, it will add an additional 200,000 gallons of storage to the system.

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

Operations in April were not how we would like at all in the beginning of the month. So far this whole past year has just been a series of issues and reoccurring problems. Seems like we start to turn the corner and then something else goes sideways. Everyone involved is just tired and frustrated of the continuing issues. I'm hopeful once we get aeration basin 3 back on line it will help, but I don't want to put all my eggs in one basket. We really think that the older aeration basins have been a contributor to these problems and are looking forward to AB 3 being back in service.

We had some nocardia we were dealing causing some carry over to the secondaries. We did poly addition to the MLSS to get it back into solution but it had a pretty good hold on us for a while. We eventually were able to beat it down into solution but not before it created an effluent issue. We believe this to be carry over from the DO issues we had last month which gave the filaments a firm foothold.

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

The issues did cause us to have a 2 effluent quality violations reportable to the state. One for effluent TSS weekly average, we had a value of 63 and our weekly maximum is 45. The second was for single sample of the enterococcus which had a value of 24,196 MPN/100, our single sample maximum is 8,300 MPN/100, (this one we think was a bad sample based on our long history of the parameter but we have no way to dispute it so it needs to be reported). These caused us to go into accelerated monitoring until we are in compliance. I spoke with William Burrell at the state on how they wish me to report the monthly enterococcus. The date range was my question regarding the geometric mean, the way the dates are set on the discharge monitoring report is sort of odd so I wanted to make sure it was correct in regards to proper reporting. Due to the accelerated monitoring we were in compliance on all parameters before the end of the month.

We did have another meeting with the Brown and Caldwell folks to discuss process issues. We discussed various things to try, I wish I could say more but at this point we are trying to still figure why we can't get things to stabilize.

As always, I have been openly communicating with Robert Schlipf & William Burrell at the state to be sure they are kept in the loop of what we have going on.

In regards to the field sample BOD's the most consistent thing is their inconsistency. We identified general areas and made a couple site visits to the breweries. The samples we collected for their process were not raising any red flags, could be timing. We do plan on visiting again.

During the month of April 2021, rainfall was below normal for Half Moon Bay. The 10-year average for the area is 1.488 inches of rain in April, this web link has some very useful data for our area, <https://ggweather.com/hmb/> . We did get some rainfall to report for the month of April, but it was minimal at best. Rainfall totals were as follows: 0.11 inches at the treatment plant, 0.07 inches in the GCSD service are, and 0.20 inches at the MWSD weather station. Well below the 10 year average still, much like the last few months. There were micro-climate variations verified by the data.

Below is a chronological summary of some of the occurrences during the month of April 2021.

4/1/2021 – Boiler #2 started failing on pilot ignition, RF Mc Donald will need to do repair. Cleaned CL2 basin #1, working on poly for primary addition. Looks like solids slipping out over secondary weirs. Working to stop this from happening, increase RAS, add poly.

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

- 4/2/2021 – Global divers are doing inspection on the ocean outfall line today. RF McDonald in to work on boiler #2 pilot ignition issue. Carbon build up on the igniter to be the issue.
- 4/3/2021 – Secondary effluent looks better in the morning then gets worse as the flows pick up.
- 4/4/2021 – Same issues as yesterday. Adding poly to help.
- 4/5/2021 – Secondary looks rough today, samples are going out so we will see. Gather data for Brown and Caldwell. Adding poly to help.
- 4/6/2021 – Bleach delivery, skim, skim, skim today. Add poly.
- 4/7/2021 – Looking at state point analysis trying to get things working better. Tweaking different scenarios, it's hypothetical but it is something. Back door at the Montara generator room was replaced today.
- 4/8/2021 – Started cleaning out AB 3 today, it is a confined space so all available hands were involved. Getting it ready for membrane replacement.
- 4/9/2021 – Bias check on Deox 2000, cleaned sampler line.
- 4/10/2021 – Sat.
- 4/11/2021 – Sun.
- 4/12/2021 – R and S erection here at the plant working on back door, auto closure issue. Received notification of a High eff B.O.D. , notified state of issue. Contacted lab to let them know we will begin accelerated sampling on Influent, Primary effluent and Effluent BOD's.
- 4/13/2021 – Completed and sent in the B.A.A.Q.M.D. (Bay Area Air Quality Management District) annual update.
- 4/14/2021 – Still adding poly to MLSS for foaming help.
- 4/15/2021 – Confined space again on AB 3, dragging and cleaning. Got notification of high TSS from lab, notified stated. Notified lab that we will be accelerating TSS samples now also. Work on IPS locating to expose line, heard that it could be deeper then was on plans. Reached out to CCWD for assistance with ground penetrating radar.

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	D. Penrose	D. Ruddock	K. Slater-Carter
ALTERNATE MEMBERS:	S. Boyd	E. Suchomel	P. Dekker
	J. Harvey	H. Rarback	

- 4/16/2021 – Wash down AB3 from the top.
- 4/17/2021 – Sat
- 4/18/2021 – Sun
- 4/19/2021 – Had to isolate the surge tank at Portola pump station due to rupture disk failure. Received notification from lab of high entro test. Contact state and contact lab for accelerated monitoring.
- 4/20/2021 – Attended Zoom meeting with BC process people. Still adding poly.
- 4/21/2021 – Plant tour with Director Clark. IPS line testing today, adding poly to MLSS for foam issue.
- 4/22/2021 – Poly to MLSS for foam, confined space into AB 3 again. Made a site visit to the Brewing company to discuss BOD issues.
- 4/23/2021 – Call into Neuros for power surge alarm on the interface panel.
- 4/24/2021 – Sat – poly to MLSS
- 4/25/2021 – Sun – poly to MLSS
- 4/26/2021 – Poly to MLSS
- 4/27/2021 – CL2 to RAS, low dose for nocardia, poly to MLSS.
- 4/28/2021 – Poly to MLSS, talk with Neuros rep regarding factory maintenance due message.
- 4/29/2021 – Poly to MLSS, solids rise on secondary, cleaned contact basin, replaced mixing chamber on poly max.
- 4/30/2021 – Add poly to MLSS, greased RDT, cleaned out press pan drains.

Other activities are listed below;

There were 3 deliveries (approximately 1,500 gallons) of trucked waste discharged at the SAM Plant for a total revenue of \$ 150.00. There were no leachate deliveries to the SAM IPS line in the month of April 2021, for a total leachate volume of 0 gallons.

The NPDES data report for April 2021 is attached reference (Attachment B).

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**Contract Collection Services**

The SAM crew cleaned 19,576 feet of sewer line and responded to 20 service calls in contract service areas. 7 were sewer line related and 13 were maintenance service calls. Six of the callouts were during regular business hours, two carried over into overtime, and twelve were after hours. Ten calls were in the HMB service area, two were in the GCSD service area, and the remaining eight were in the MWSD service area.

HMB – The service calls in the HMB area were as follows; 4/5 – Reported call of slow drains in exam rooms (hwy 1 and Main). Crew flushed main, light grit found. Problem was still apparent after flushing. Owner was advised to contact plumber to resolve. 4/25 - Reported call of toilets not flushing. Crew arrived Main line was clear, this is a shared lateral on a single lot. Owner was advised to contact a plumber to resolve issue. 4/26 - Reported call of plumber with their roter equipment stuck in the main line. We needed to make sure was not obstructing the flow. Crew used pushed camera to observer equipment that went down one clean out up the main then up another property cleanout. 4/30 - Reported call of a sewer smell. Crew member arrived and made contact with owner, could not detect anything, service and main line were clear. PG & E was onsite also, they were unable to detect any odor either.

The maintenance service call in HMB during the month of April were as follows; 4/10 - Bell moon alarm, station was operating normally upon arrival. No alarm codes on HDMI screen. Checked for normal operation, all okay. 4/11 - Bell Moon station, alarm triggered while on site, found transducer not working properly upon inspection. Replaced transducer, tested, reading properly now. Notified MT of findings. 4/15 - Ocean colony lift station, this turned into 4 callouts in total trying to coordinate with ATT and Denice from the city to get the phone line at the station repaired. It appears PG&E was potholing and found the phone line. The subsequent dates 4/17, 4/19, 4/20. 4/20 - Bell Moon lift station, comm fail alarm, station was normal upon arrival. Reset alarms checked for normal operation. Possibly due to windy conditions. 4/22 - High level alarm at pelican point lift station. Everything running upon arrival. Reset alarms and checked pumps for normal operation. 4/22 - Phone line issue at Pelican point lift station, AT&T was out

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the following day (4/23) and found bad connections in the main splice box. Tested system, much better now.

GCSD – The service calls in the GCSD area were as follows; 4/4 - Reported call of bathroom backing up. Crew arrived, flushed main line and checked lateral line. No standing water at clean out but still backed up, advised the homeowner to call a plumber to resolve issue. 4/10 - Call of exposed pipe with a hole in it. Crew investigated, it was an exposed clean out on an easement. Crew flushed main finding light roots. Cleanout has since been protected with a Christie box.

There were no maintenance calls in the GCSD area during the month of April.

MWSD – The service call in the MWSD area were as follows; 4/29 - Reported call of a backup in a lateral. Crew flushed main line four times pulling out a good amount of roots that looked like they came from a service line based on the root mass diameter.

There were seven maintenance service calls in the MWSD area this month, they were as follows; 4/3 - High level alarm at station, float had become tangled in well. Straighten out lines, cleared alarms, tested station for normal operation. 4/3 - Station in alarm for high level related to previous station 4 alarm. When station 4 pumped everything to station 3 it set off the alarm. Cleared alarms, tested station for normal operation. 4/8 - Seal cove 4, found short in High level alarm, Adjust alarm set points to pick up any issues overnight. Will return in the morning with repair parts to fix properly. 4/9 - Seal cove 4, returned with proper parts to make repair. Tested float system, all good. 4/12 - California lift station, operating normal upon arrival. comm alarm unable to reset. Need to reach out to Calcon as it related to radio communication. Came back later in day and was able to get it reset. 4/14 - . Distillery lift station, high alarm. Checked into and cleared alarms, tested system for normal operation. 4/14 - California lift station, operating normal upon arrival. Reset alarms, checked pumps for normal operation.

The April 2021 collection system data report is provided for the Board's information. There were no Category 1, no Category 2's, and no Category 3 SSO during the month of April 2021.

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	J. Harvey	H. Rarback	

**Staff Recommendation**

Staff recommends that the Board receive the Manager's Report for April 2021.

**Supporting Documents**

Attachment A: Monthly Flow Report April 2021

Attachment B: Monthly NPDES Report April 2021

Attachment C: Collection System Data April 2021

Attachment D: Contract Collection Services Report April 2021

Attachment E: Ocean Out Fall Inspection April 2021

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# Attachment A

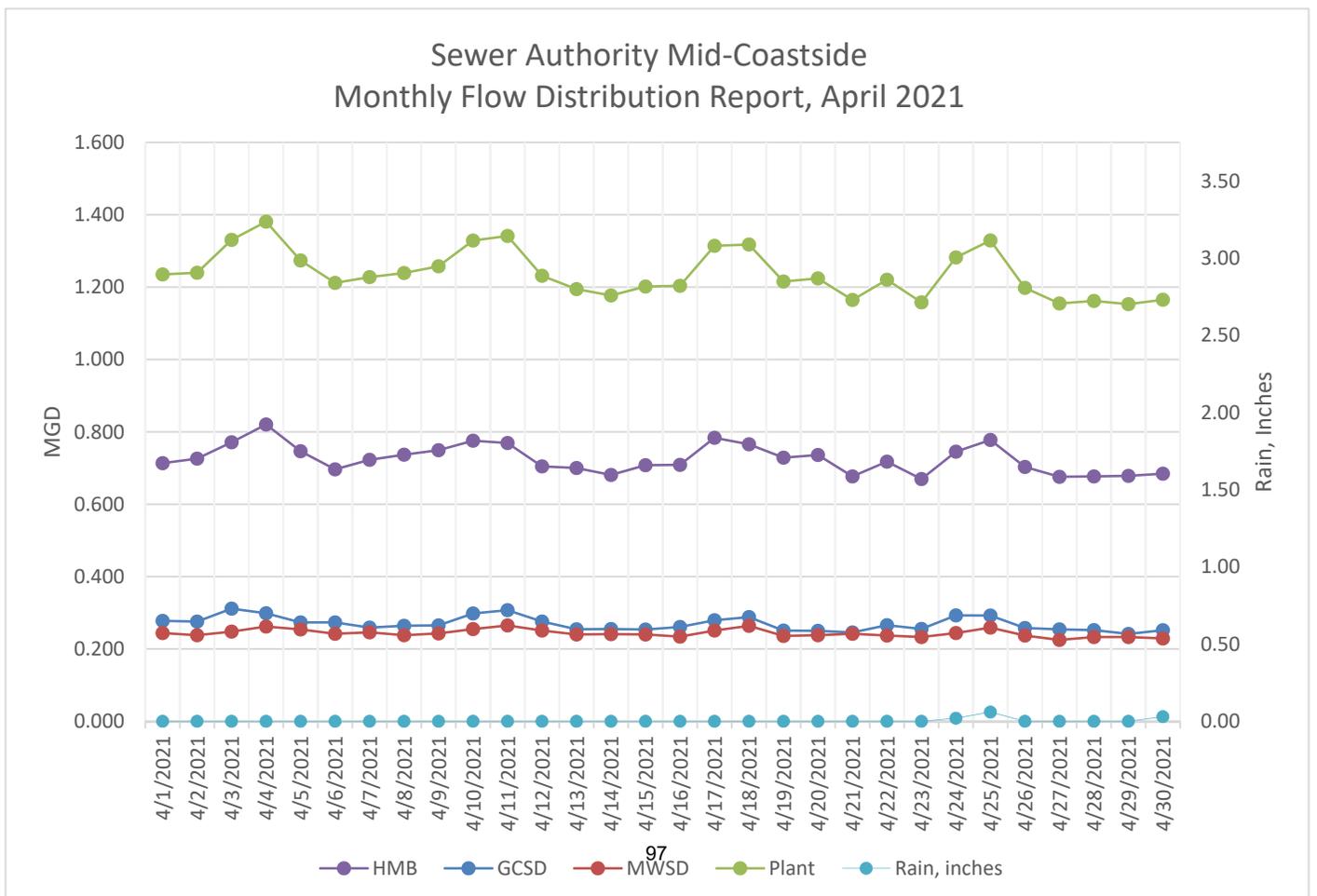
## Flow Distribution Report Summary for April 2021

The daily flow report figures for the month of April 2021 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	0.725	58.57%
Granada Community Services District	0.269	21.76%
Montara Water and Sanitary District	<u>0.243</u>	<u>19.66%</u>
Total	1.238	100.0%



# Sewer Authority Mid-Coastside

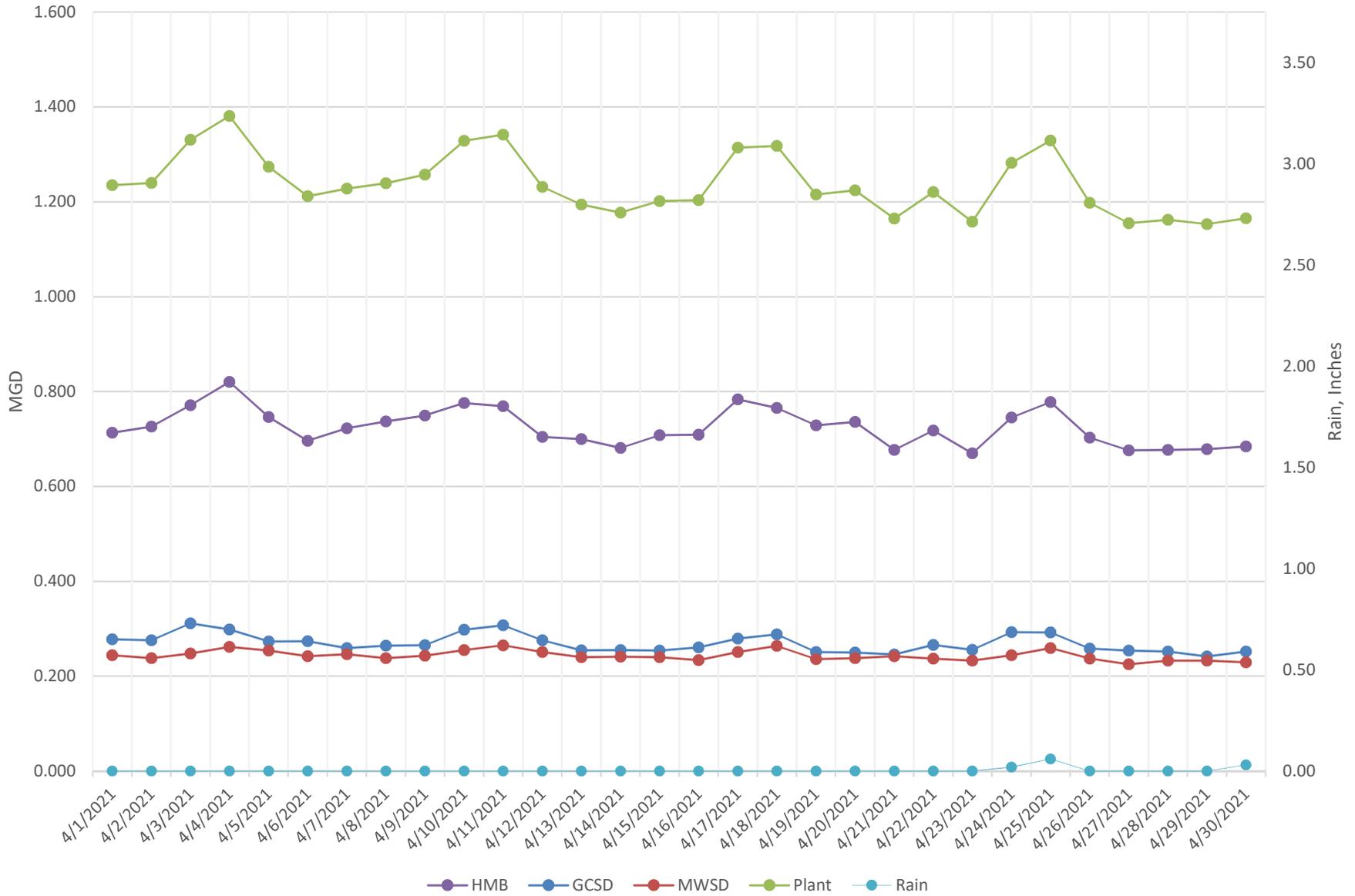
## Monthly Flow Distribution Report for April 2021

<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>
4/1/2021	0.713	0.278	0.244	1.235	0.00	0.00	0.00
4/2/2021	0.726	0.276	0.238	1.240	0.00	0.00	0.00
4/3/2021	0.771	0.311	0.248	1.331	0.00	0.00	0.00
4/4/2021	0.820	0.299	0.262	1.381	0.00	0.00	0.00
4/5/2021	0.746	0.273	0.254	1.274	0.00	0.00	0.00
4/6/2021	0.696	0.273	0.242	1.212	0.00	0.00	0.00
4/7/2021	0.723	0.259	0.246	1.228	0.00	0.00	0.00
4/8/2021	0.737	0.264	0.238	1.239	0.00	0.00	0.00
4/9/2021	0.749	0.265	0.243	1.258	0.00	0.00	0.00
4/10/2021	0.776	0.298	0.255	1.329	0.00	0.00	0.00
4/11/2021	0.769	0.307	0.265	1.341	0.00	0.00	0.00
4/12/2021	0.705	0.276	0.251	1.231	0.00	0.00	0.00
4/13/2021	0.700	0.254	0.240	1.195	0.00	0.00	0.00
4/14/2021	0.681	0.255	0.241	1.177	0.00	0.00	0.00
4/15/2021	0.708	0.254	0.240	1.202	0.00	0.00	0.00
4/16/2021	0.709	0.261	0.234	1.204	0.00	0.00	0.00
4/17/2021	0.784	0.279	0.251	1.314	0.00	0.00	0.00
4/18/2021	0.766	0.288	0.264	1.318	0.00	0.00	0.00
4/19/2021	0.729	0.251	0.236	1.216	0.00	0.00	0.00
4/20/2021	0.736	0.250	0.238	1.224	0.00	0.00	0.00
4/21/2021	0.677	0.246	0.242	1.165	0.00	0.00	0.00
4/22/2021	0.718	0.266	0.237	1.221	0.00	0.00	0.00
4/23/2021	0.670	0.255	0.233	1.158	0.00	0.00	0.00
4/24/2021	0.745	0.293	0.244	1.282	0.02	0.00	0.05
4/25/2021	0.778	0.292	0.259	1.329	0.06	0.06	0.14
4/26/2021	0.703	0.258	0.237	1.198	0.00	0.00	0.00
4/27/2021	0.676	0.254	0.225	1.155	0.00	0.00	0.00
4/28/2021	0.677	0.252	0.233	1.162	0.00	0.00	0.00
4/29/2021	0.678	0.242	0.233	1.153	0.00	0.00	0.00
4/30/2021	0.684	0.252	0.229	1.165	0.03	0.01	0.01
<b>Totals</b>	<b>21.750</b>	<b>8.082</b>	<b>7.302</b>	<b>37.134</b>	<b>0.11</b>	<b>0.07</b>	<b>0.20</b>

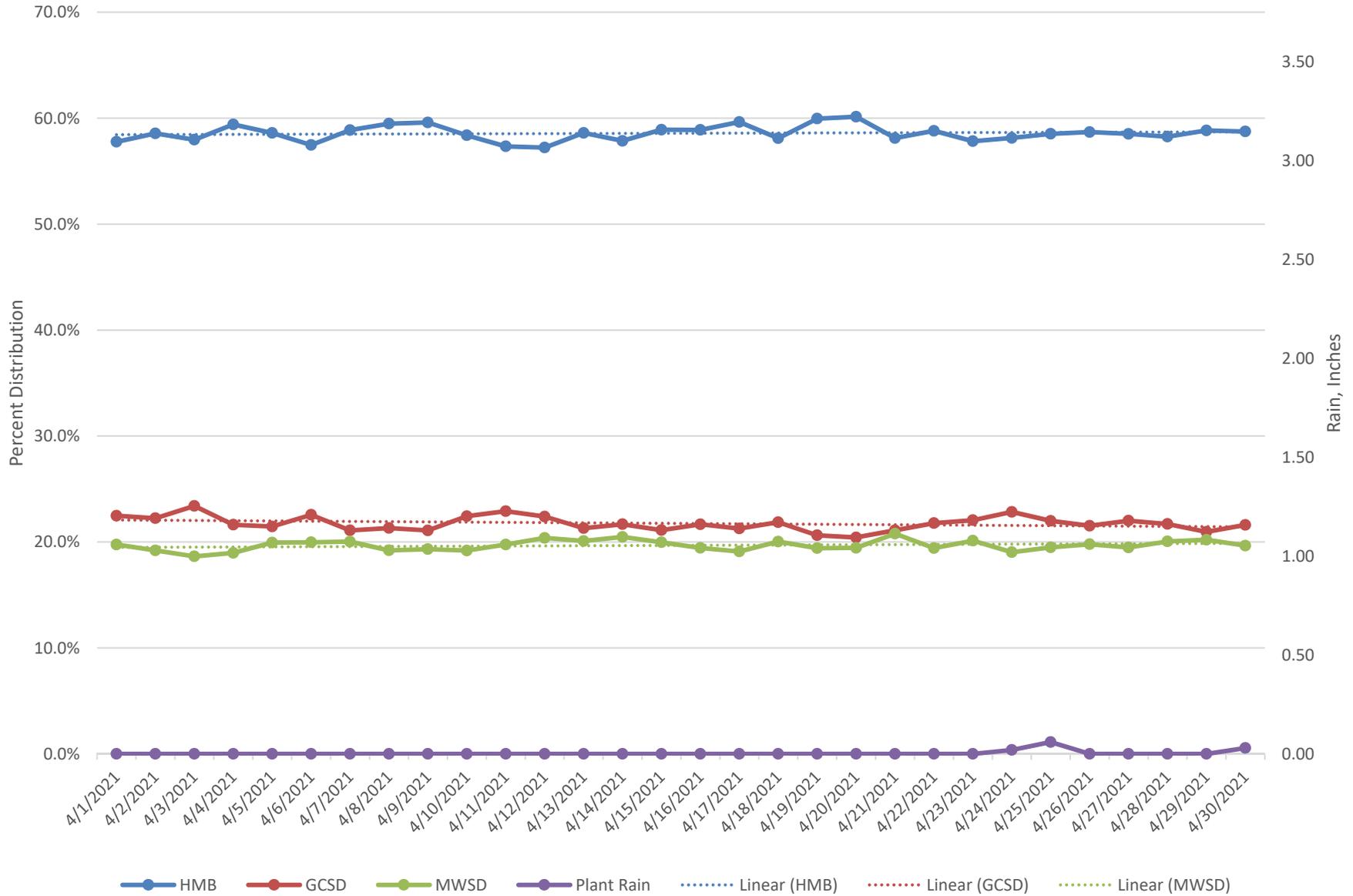
### Summary

	<u>HMB</u>	<u>GCSD</u>	<u>MWSD</u>	<u>Plant</u>
Minimum	0.670	0.242	0.225	1.153
<b>Average</b>	<b>0.725</b>	<b>0.269</b>	<b>0.243</b>	<b>1.238</b>
Maximum	0.820	0.311	0.265	1.381
<b>Distribution</b>	<b>58.6%</b>	<b>21.8%</b>	<b>19.7%</b>	<b>100.0%</b>

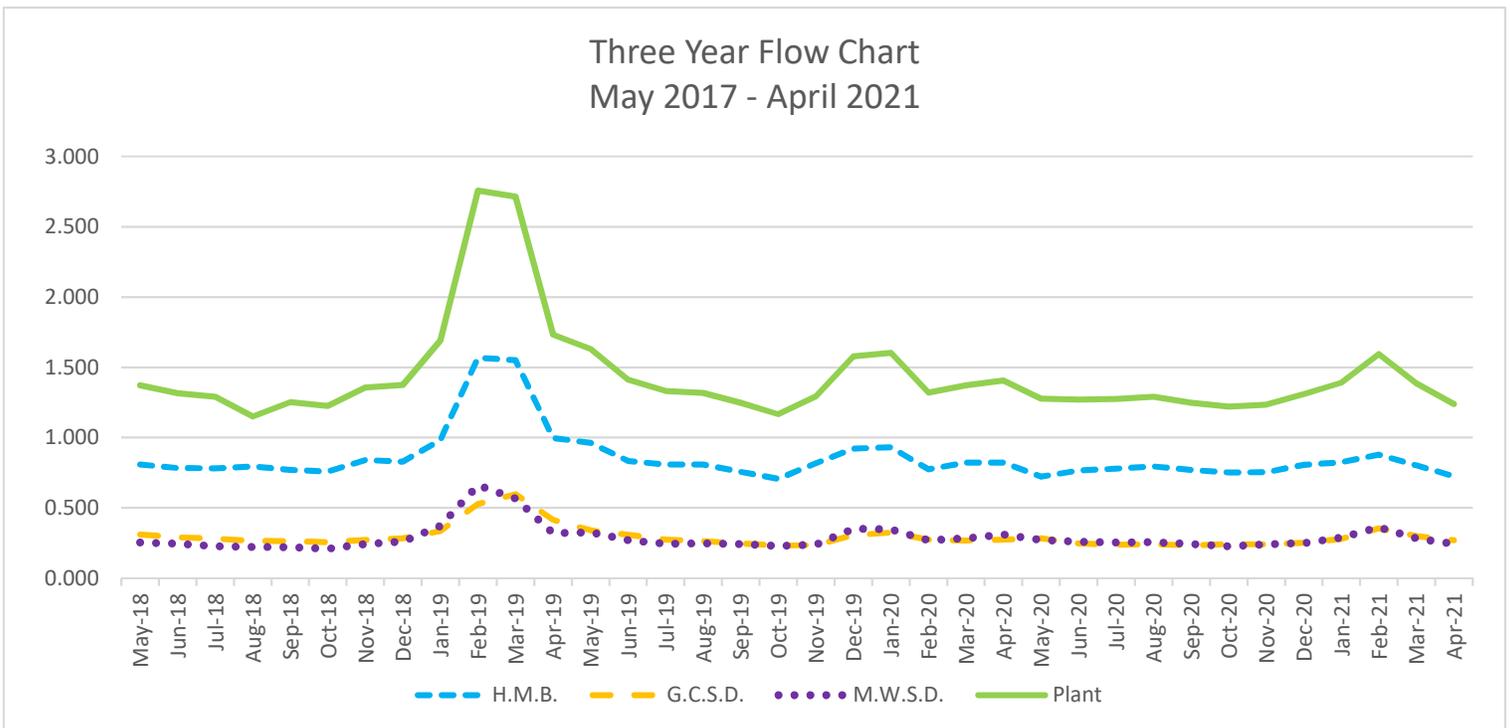
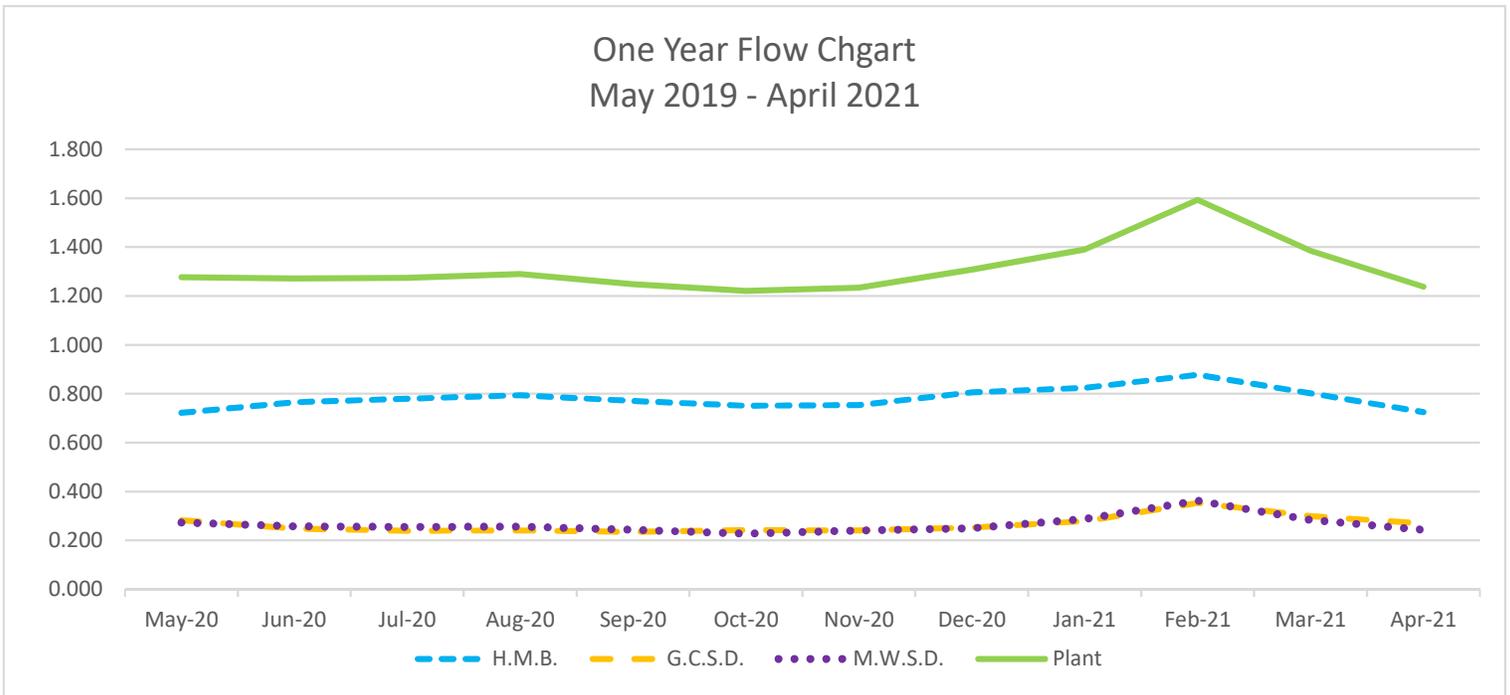
## Sewer Authority Mid-Coastside Monthly Flow Distribution Report, April 2021



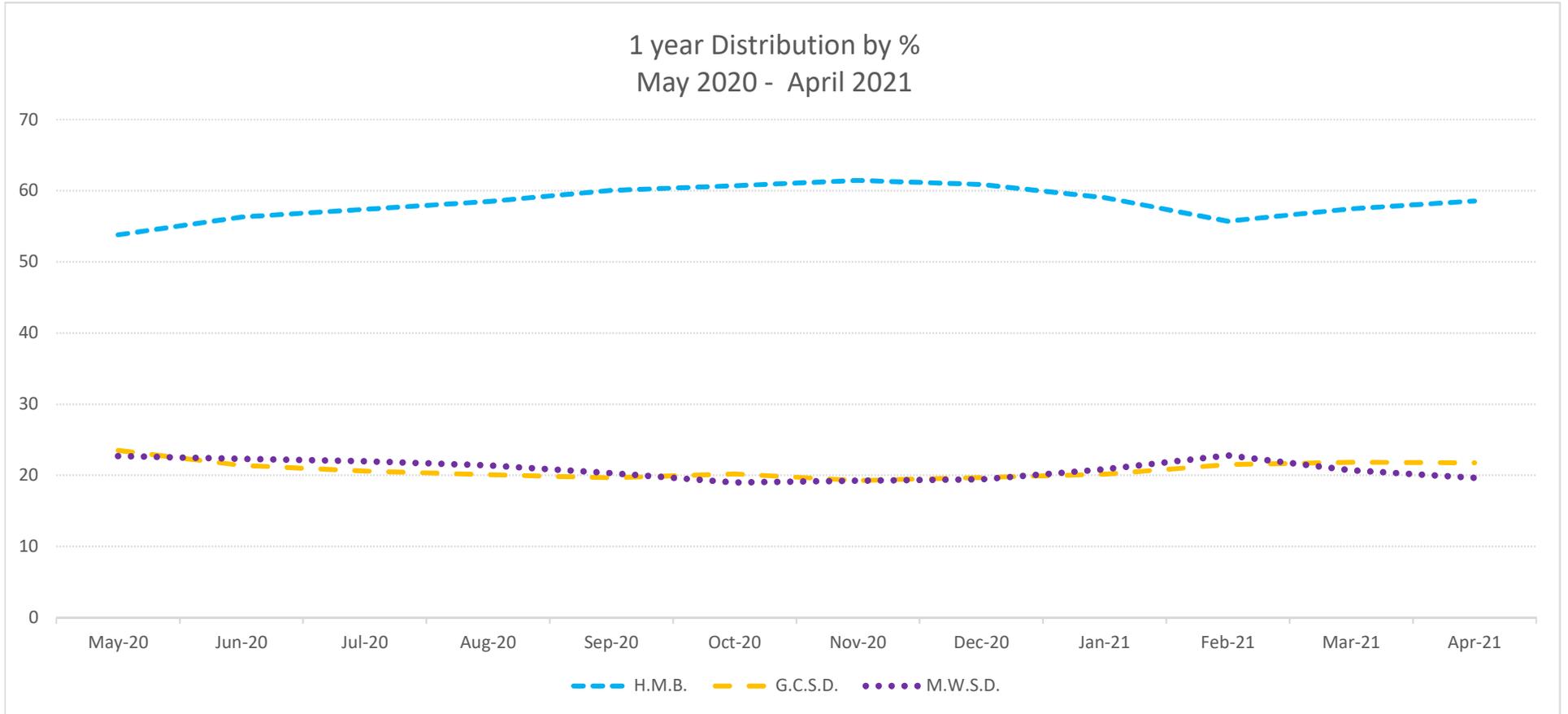
## Percent Distribution April 2021



## Most recent flow calibration March 2021 PS, March 2021 Plant



# Flow based percent distribution based for past year



**SAM      E-001      April 2021**

Date	Inf TSS mg/l	Eff TSS mg/l	Eff TSS Weekly Avg	TSS % Removal	Inf BOD mg/l	I° Eff BOD mg/l	Eff BOD mg/l	Eff BOD Weekly Avg mg/l
4/1/2021	240	27.00		88.8%	450	220	24	
4/2/2021					440	270	28.0	
4/3/2021			27.00					26.00
4/4/2021	750	55.00		92.7%	400	260	48.0	
4/5/2021	370	71.00		80.8%	390	260	44	
4/6/2021					330	240	42.0	
4/7/2021								
4/8/2021								
4/9/2021								
4/10/2021			63.00					44.67
4/11/2021								
4/12/2021	290	29.00		90.0%	400	240	11.0	
4/13/2021	270	19.00		93.0%	380	220	11.0	
4/14/2021								
4/15/2021								
4/16/2021	280	15.00		94.6%	340	260	7.5	
4/17/2021			21.00					9.83
4/18/2021	400	15.00		96.3%	440	390	10.0	
4/19/2021	370	18.00		95.1%	480	200	16.0	
4/20/2021	400	xxx			360	210	xxx	
4/21/2021	330	12.00		96.4%	430	270	7.9	
4/22/2021	430	11.00		97.4%	340	250	9.7	
4/23/2021	320	13.00		95.9%	330	190	6.9	
4/24/2021			13.80					10.10
4/25/2021	280	17.00		93.9%	470	290	21.0	
4/26/2021	330	17.00		94.8%	450	310	17.0	
4/27/2021	330	13.00		96.1%	350	270	13.0	
4/28/2021	290	15.00		94.8%	360	260	11.0	
4/29/2021	370	18.00		95.1%	430	290	12.0	
4/30/2021	350	18.00		94.9%	500	260	8.4	
			16.33					13.73
Count	18	17	5	17	20	20	19	5
Minimum	240	11.00	13.80	80.8%	330	190	6.9	9.8
Average	356	22.53	28.23	93.6%	404	258	18.3	20.9
Maximum	750	71.00	63.00	97.4%	500	390	48.0	44.7
Percent Removal				85				
5 Sample Median								
High								
Low								
Daily Max								
Weekly Max			45					45
Monthly Average		30					30	

**SAM E-001 April 2021**

<b>Date</b>	<b>BOD % Removal</b>	<b>Eff Settleeable Matter mg/l</b>	<b>Eff Settleeable Matter Weekly Avg mg/l</b>	<b>Eff Turbidity NTU</b>	<b>Eff Turbidity Weekly Avg NTU</b>	<b>Chlorine Residual Day Max</b>
4/1/2021	94.7%	0.1		15.00		0.00
4/2/2021	93.6%					0.00
4/3/2021			0.10		15.00	0.00
4/4/2021	88.0%	0.8		29.00		0.00
4/5/2021	88.7%	1.0		40.00		0.00
4/6/2021	87.3%					0.00
4/7/2021						0.00
4/8/2021						0.00
4/9/2021						0.00
4/10/2021			0.90		34.50	0.00
4/11/2021						0.00
4/12/2021	97.3%	ND		12.0		0.00
4/13/2021	97.1%	ND		8.60		0.00
4/14/2021						0.00
4/15/2021						0.00
4/16/2021	97.8%					0.00
4/17/2021			ND		10.30	0.00
4/18/2021	97.7%					0.00
4/19/2021	96.7%					0.00
4/20/2021		xxx		xxx		0.00
4/21/2021	98.2%	ND		1.80		0.00
4/22/2021	97.1%					0.00
4/23/2021	97.9%					0.00
4/24/2021			ND		1.80	0.00
4/25/2021	95.5%					0.00
4/26/2021	96.2%					0.00
4/27/2021	96.3%					0.00
4/28/2021	96.9%			9.70		0.00
4/29/2021	97.2%	0.10				0.00
4/30/2021	98.3%					0.00
			0.10		9.70	0.00
Count	19	4	3	7	5	31
Minimum	87.3%	0.1	< 0.10	1.80	1.80	0.0
Average	95.4%	0.50	0.37	16.59	14.26	0.0
Maximum	98.3%	1.0	0.9	40.00	34.50	0.0
Percent Removal	85					
5 Sample Median						
High						
Low						
Daily Max				225		4.8
Weekly Max					100	
Monthly Average				75		

SAM          E-001          April 2021

Date	Chlorine time Minutes	Ammonia Nitrogen Distilled mg/l	Eff pH	Eff Temp	Enterococci MPN	30 day geo mean	Eff DO mg/l	Eff DO % Saturation
4/1/2021	0.00	6.2	6.89	18.3	10		7.34	78.0
4/2/2021	0.00		6.97	18.3			7.52	80.0
4/3/2021	0.00		6.99	18.1			7.43	78.9
4/4/2021	0.00		7.28	18.0			7.20	75.9
4/5/2021	0.00	12.0	7.08	18.3		10	7.33	77.9
4/6/2021	0.00		7.16	17.9	> 24,196		7.53	79.5
4/7/2021	0.00		7.23	18.3			7.34	78.1
4/8/2021	0.00		7.04	18.0			7.62	80.6
4/9/2021	0.00		7.20	18.0			7.32	77.3
4/10/2021	0.00		7.23	18.1		47.506	7.90	83.5
4/11/2021	0.00		7.00	18.0			7.78	82.4
4/12/2021	0.00		7.02	18.1			7.96	84.4
4/13/2021	0.00	15.0	6.96	18.5	10		7.70	82.2
4/14/2021	0.00		6.92	18.4			7.85	83.7
4/15/2021	0.00		7.16	18.2			7.34	77.8
4/16/2021	0.00		6.90	18.0			7.44	78.6
4/17/2021	0.00		7.08	18.4		47.506	7.22	76.9
4/18/2021	0.00		6.92	18.4			7.06	75.0
4/19/2021	0.00		7.06	18.1	10	47.506	7.46	78.9
4/20/2021	0.00		6.85	18.5	10	47.506	7.09	75.7
4/21/2021	0.00	13.0	7.02	18.3	10	47.506	7.22	76.8
4/22/2021	0.00		7.01	18.1	10	36.640	7.02	74.3
4/23/2021	0.00		6.85	18.3	10	30.436	6.76	71.8
4/24/2021	0.00		7.16	18.5			7.36	78.7
4/25/2021	0.00		7.06	18.8			7.26	78.0
4/26/2021	0.00		7.13	18.3	10	26.483	6.81	72.2
4/27/2021	0.00		6.97	18.6	10	23.767	7.27	77.6
4/28/2021	0.00		7.19	18.5	10	21.796	8.05	86.0
4/29/2021	0.00		7.13	18.8	10	20.305	7.43	79.7
4/30/2021	0.00		7.20	18.9	10	19.142	7.50	80.9
	0.00							
Count	31	4	30	30	13	13	30	30
Minimum	0.00	6.2	6.85	17.9	< 10	< 10	6.76	71.8
Average	0.0	11.6	7.06	18.3	< 1870.5	< 32.777	7.40	78.7
Maximum	0.00	15.0	7.28	18.9	24196	< 47.5	8.05	86.0
Percent Removal								
5 Sample Median						2,800		
High			9					
Low			6					
Daily Max					8,300			
Weekly Max								
Monthly Average								

# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, April 2021

**April 2021**

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

	<b>Total</b>	<i>12 month rolling Number</i>			
		<b>HMB</b>	<b>GCSD</b>	<b>MWSD</b>	<b>SAM</b>
Roots	2	0	1	1	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	3	1	1	1	0
<b>Total</b>	<b>5</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>0</b>
		<b>20%</b>	<b>40%</b>	<b>40%</b>	<b>0%</b>

**Reportable SSOs**

	<b>Total</b>	<i>Reportable Number of S.S.O.'s</i>			
		<b>HMB</b>	<b>GCSD</b>	<b>MWSD</b>	<b>SAM</b>
April 2021	0	0	0	0	0
12 Month Moving Total	5	1	2	2	0

**SSOs / Year / 100 Miles**

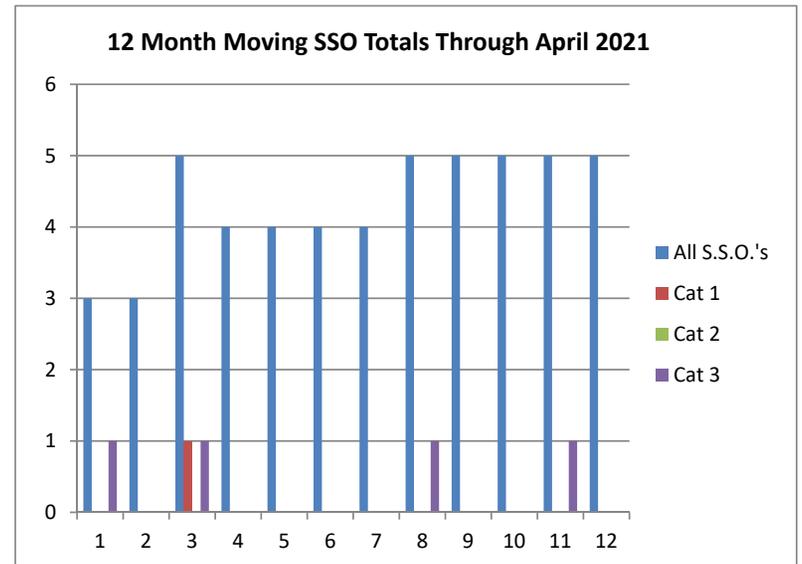
	<b>Total</b>	<i>Number of S.S.O.'s /Year/100 Miles</i>			
		<b>HMB</b>	<b>GCSD</b>	<b>MWSD</b>	<b>SAM</b>
April 2021	0.0	0.0	0.0	0.0	0.0
12 Month Moving Total	4.8	2.7	6.0	7.4	0.0
Category 1	1.0	0.0	3.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	3.8	2.7	3.0	7.4	0.0
Miles of Sewers	104.5	37.0	33.2	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
May - 20	10,453	12,618	10,308	33,379	6.3
June - 20	11,026	17,691	6,463	35,180	6.7
July - 20	16,890	18,514	14,262	49,666	9.4
Aug - 20	15,475	20,299	7,883	43,657	8.3
Sept - 20	12,942	18,428	4,067	35,437	6.7
Oct - 20	11,459	14,887	8,999	35,345	6.7
Nov - 20	11,229	23,059	9,482	43,770	8.3
Dec - 20	17,235	16,367	4,540	38,142	7.2
Jan - 21	9,147	11,987	2,909	24,043	4.6
Feb - 21	8,887	7,652	5,483	22,022	4.2
Mar - 21	12,401	11,943	4,691	29,035	5.5
April - 21	10,839	2,172	6,565	19,576	3.7

Annual ft	147,983	175,617	85,652	409,252	
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Annual Mi.	28.0	33.3	16.2		77.5
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Attachment C

# TASK SUMMARY- GCSD 2020-2021

Task	Target Total	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April			Total to Date	% Complete
Sewer Line Cleaning	87,000	16,424	18,257	16,309	12,436	18,035	14,663	10,710	5,784	9,565	-			122,183	140%
Hot Spot Cleaning	5,400	1,994	1,652	1,705	2,450	986	2,904	2,122	1,815	2,619	2,401			20,648	382%
Lift Station Inspection - Daily	52	5	4	5	4	4	4	4	4	5	5			44	0%
Lift Station Inspection - Annually	3	-	-	-	-	-	-	-	-	-	-			-	0%
Maint. Work Orders - Completed	-	5	4	5	4	4	4	4	4	5	5			44	-
Maint. Work Orders - Incomplete	-	-	-	-	-	-	-	-	-	-	-			-	-
Manhole Inspection	879	89	104	96	73	99	91	60	53	66	15			746	85%
USA Markings	372	52	66	67	68	63	44	32	39	71	67			569	153%
F.O.G. Inspections Completed	10	-	-	-	-	-	17	-	-	-	-			17	170%
F.O.G. Inspections Passed	10	-	-	-	-	-	17	-	-	-	-			17	170%
F.O.G. Inspection Failed	-	-	-	-	-	-	-	-	-	-	-			-	-
Lateral Inspections	-	-	-	-	-	-	-	-	-	-	-			-	-
Customer Service Call - Reg	-	2	2	-		3	3	3	2	2	-			17	-
Customer Service Call - OT	-	2	2	3		1	3	1	-	-	2			14	-
SSO Response - Category 1	-	1	-	-		-	-	-	-	-	-			1	-
SSO Response - Category 2	-	-	-	-		-	-	-	-	-	-			-	-
SSO Response - Category 3	-	-	-	-		-	-	-	-	-	-			-	-
Insurance Claims Filed	-	0	0	0	0	0	0	0	0	0	0			-	-



**SEWER AUTHORITY MID-COASTSIDE**  
**Finance Committee *Special Meeting* Agenda**  
**11 am to 12 noon on Thursday May 27, 2021**

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

Join Zoom Meeting

<https://us02web.zoom.us/j/87893937997?pwd=TFVmbnRlHQ2ZOUzAyRUhKbUo1SU9udz09>

Meeting ID: 878 9393 7997

Passcode: 514022

One tap mobile

+16699006833,,87893937997#,,,,\*514022# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 878 9393 7997

Passcode: 514022

Find your local number: <https://us02web.zoom.us/j/87893937997>

**1. ROLL CALL**

Debbie Ruddock (HMB)

Barbara Dye (GCSD)

Kathryn Slater-Carter (MWSD)

**2. REGULAR BUSINESS**

A. Approval of Minutes April 15, 2021

B. Presentation by Maze Associates on GASB 68 and 75

**3. NEXT REGULAR MEETING**

June 17, 2021



**SEWER AUTHORITY MID-COASTSIDE**

**Board of Directors Meeting Agenda**

***Regular Board Meeting 7:00 PM, Monday, June 14, 2021***

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

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

Join Zoom Meeting

<https://us02web.zoom.us/j/86522834736?pwd=TzJVYnBMdmtlTWt1L0l2K1V1Y3g4QT09>

Meeting ID: 865 2283 4736

Passcode: 187507

One tap mobile

+16699006833,,86522834736#,,,,\*187507# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

Meeting ID: 865 2283 4736

Passcode: 187507

Find your local number: <https://us02web.zoom.us/j/86522834736>

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

**1. CALL TO ORDER**

A. Roll Call:

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

**2. PUBLIC COMMENT / ORAL COMMUNICATION**

Members of the public are welcome to submit comments via e-mail by sending them to [kishen@samcleanswater.org](mailto:kishen@samcleanswater.org). All comments so submitted prior to 7 pm on June 14, 2021 will be read out loud during the discussion of the respective item(s) identified in the e-mail; comments without such identification shall be read during this Item. Members of the public may also provide comments telephonically or electronically on individual items following recognition by the Board Chair presiding over the meeting.

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

- A. Approve Minutes of May 24, 2021 Regular Board Meeting, and June 4, 2021 Special Board Meeting (**Attachment**)
- B. Approve Disbursements for June 14, 2021 (**Attachment**)

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

- A. Adopt Resolution No. 2021-02 Adopting the Sewer Authority Mid-Coastside General Budget for Fiscal Year 2021/22 and Adopting the Position Control List (**Attachment**)
- B. Adopt Resolution No. 2021-03 Adopting the Sewer Authority Mid-Coastside Contract Collection Services Budget for Fiscal Year 2021/22 (**Attachment**)
- C. Overview of Governmental Accounting Standards Board (GASB) Statements No. 68 & 75

**5. GENERAL MANAGER’S REPORT**

**6. ATTORNEY’S REPORT**

**7. DIRECTORS’ REPORT**

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

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

- A. CONFERENCE WITH LEGAL COUNSEL — PENDING LITIGATION  
Pursuant to Paragraphs (1), (2) and (4) of Subdivision (d) of Government Code Section 54956.9 (One case - Thompson vs SAM)
- B. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION  
Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim 202008-10882405 filed by Beverli Marshall)

- C. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Pursuant to Government Code Paragraph (1) of Subdivision (d) of Section 54956.9:  
(Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside)
- D. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION  
Pursuant to Government Code Section 54956.9 (d) (2)
- E. 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)
- F. CONFERENCE WITH DISTRICT’S LABOR NEGOTIATORS  
Pursuant to Government Code Section 54957.6. Authority’s Designated  
Representatives: Christopher Boucher (Labor Counsel), Kishen Prathivadi, General  
Manager, and Jeremy Jungreis, Rutan & Tucker LLP  
Employee Organizations: IUOE, Stationary Local No. 39, Unrepresented Employees

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

**11. ADJOURNMENT**

- Upcoming Regular Board Meetings: June 28, 2021 and July 12, 2021

*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.

**ITEM #6**





## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

May 20, 2021

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

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

The Special Meeting was called to order at 6:37 pm.

### **ROLL CALL**

President Matthew Clark, Vice President Eric Suchomel, Director Barbara Dye, Director Nancy Marsh, and Director David Seaton.

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

### **GENERAL PUBLIC PARTICIPATION**

None.

### **ADJOURN TO CLOSED SESSION**

Board members convened to a separate conference line for closed session.

#### **1. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**

City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County Superior Court Case No. 17CV316927.

#### **2. Conference with Real Property Negotiator (Government Code Section 54956.8).** Property: 480 Avenue Alhambra, El Granada, California.

District's Negotiators: Chuck Duffy and David Worden

Negotiating parties: Deborah and Michael Picasso, and Colliers International (Ryan Young, Agent) and Granada Community Services District

Under negotiation: Instruction to negotiator will concern price and terms of purchase.

#### **3. Conference with Labor Negotiator Chuck Duffy and Board of Directors (Government Code Section 54957.6).**

Agency designated representative: Chuck Duffy

Unrepresented employee: Assistant General Manager

**RECONVENE TO OPEN SESSION**

There was no reportable action taken in Closed Session.

**ADJOURN SPECIAL MEETING**

**CALL REGULAR MEETING TO ORDER**

The Regular Meeting was called to order at 7:33 p.m.

**ROLL CALL**

**GENERAL PUBLIC PARTICIPATION**

**ACTION AGENDA**

**1. Consideration of Kikuchi & Kankel Proposal for the Burnham Park Schematic Design, CDP and County Permit Submittal Phases.**

Chuck Duffy stated that the proposal presented was for the design and permitting phases for the development of Burnham Park, and provides “not to exceed” cost limits for each phase. Tom Conroy of Kikuchi & Kankel (K & K) was present to provide background information and to answer questions from the Board.

The Board held a discussion, and agreed that the proposal costs were reasonable, that using a local firm is beneficial, and that K & K has been doing a great job.

**ACTION:** Director Dye moved to approve the Kikuchi & Kankel proposal for Landscape Architectural Services as presented. (Dye/Marsh). Approved 5-0.

**2. Report from Parks Advisory Committee.**

Director Marsh reported on her attendance at the City of Half Moon Bay Parks & Recreation meeting, and said she will be giving a presentation next month on the District’s parks activity.

PAC Members Ric Barker and Michelle Dragony reported on the summer recreation programs they were organizing. Ms. Dragony went into detail regarding clean-up and concert programs, and asked for budget approval for some programs. While the Board supported the programs, they requested that Ms. Dragony work with staff to refine the proposals.

**3. Consideration of Ordinance Amending District Code Section 701 (01) (A) (iii) Relating to Sewer Connection Fees for Accessory Dwelling Units – First Reading.**

Staff explained that the ordinance presented stemmed from the March board meeting during which the ERU assessments of Accessory Dwelling Units was discussed.

**ACTION:** Staff read the title of the Ordinance. Director Dye moved to waive the reading of the Ordinance and approve its adoption subject to final enactment after a second reading at the next board meeting. (Dye/Seaton). Approved 5-0.

**4. Consideration of Potential Increase in Sewer Service Charge Rates for Fiscal Years 2021/22, 22/23 and 23/24.**

Mr. Duffy said he prepared a preview of the sewer district budget over a three-year period with a proposed 8% increase in sewer service charges after consulting with Bartle and Wells, the firm hired to produce a sewer service rate study for the district. He said the cost for GCSB's portion of the Sewer Authority Mid-Coastside budget is by far the largest component of the District budget and is driving the majority of the proposed increase.

The Board held a discussion, and decided to not implement an increase this fiscal year, which will provide time for community input early next year as well as providing time to meet Prop. 218 requirements. Mr. Duffy will present the Bartle and Wells sewer service rate study at a future meeting.

**5. Consideration of Approving Response to Grand Jury Report: "Ransomware: It Is Not Enough to Think You Are Protected".**

A draft letter was presented in response to the Grand Jury Report.

**ACTION:** Director Dye move to approve the letter as presented. (Dye/Marsh).  
Approved 5-0.

**6. Accept Lowest Responsible Bid for the Naples Beach Phase 2 Sewer Project.**

The project will relocate the existing sewer main which currently is attached to the bridge over Medio Creek, and relocate it inland to flow to the Naples Beach Pump Station.

**ACTION:** Director Marsh moved to approve the lowest responsible bid as presented. (Marsh/Suchomel). Approved 5-0.

**7. Consideration of Amendments to the District's Personnel Manual and Related Salary Schedule Resolution.**

**ACTION:** Director Marsh moved to approve the amended Personnel Manual as presented. (Marsh/Suchomel). Approved 5-0.

**8. Consideration of Draft Sewer Authority Mid-Coastside General Budget for Fiscal Year 2021-22.**

Staff recommended Board approval of the SAM budget as presented.

**ACTION:** Director Dye moved to approve the SAM General Budget for FY 2021-22 and its corresponding resolution. (Dye/Clark). Approved 5-0.

**9. Consideration of Draft Sewer Authority Mid-Coastside Contract Collection Services Budget for Fiscal Year 2021-22.**

**ACTION:** Director Dye moved to approve the SAM Contract Collections budget for FY 2021-22 and its corresponding resolution. (Dye/Clark). Approved 5-0.

**10. Report on Sewer Authority Mid-Coastside Meetings.**

The district's SAM representatives reported that the District will not be participating in the County Hazard Mitigation Plan, but that the Montara Water & Sanitary District would be and will include 100% of any proposed SAM projects proposed to potentially be funded by the plan.

**CONSENT AGENDA**

**11. April 15, 2021 Special and Regular Meeting Minutes.**

**12. May 7, 2021 Special Meeting Minutes.**

**13. May 2021 Warrants.**

**14. March 2021 Financial Statements.**

**15. Assessment District Distribution #11-20/21.**

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

**COMMITTEE REPORTS**

**16. Report on seminars, conferences, or committee meetings.**

**INFORMATION CALENDAR**

**17. Attorney's Report. (Parkin)**

**18. General Manager's Report. (Duffy)**

**19. Administrative Staff Report.**

**20. Engineer's Report. (Kennedy Jenks)**

**21. Future Agenda Items.**

The Regular Meeting was adjourned at 9:35 pm.

ATTEST:

SUBMITTED BY:

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

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

Date Approved by Board: June 17, 2021

**ITEM #7**



**Granada Community Services District**  
**June 2021 Warrants**  
For the June 17, 2021 Board of Director's Meeting

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
06/02/21	8858	San Mateo County	Naples Beach Sewer Project Permit	6220 · Miscellaneous	2,152.50
06/02/21	8859	Lawyers Title Company	Escrow Deposit for APN 047-251-110	6220 · Miscellaneous	54,000.00
06/08/21	8860	ARCOR	047-251-110 ADA Assessment	6150 · Professional Services	1,425.00
06/17/21	8861	AIMS Team LLC	AIMS Upgrade for Jan-Jun 2021	6072 · Engineering- Misc (AIMS)	6,250.00
06/17/21	8862	Alhambra & Sierra Springs	Invoice dtd 05/13/21	6140 · Office Supplies	25.93
06/17/21	8863	Barbara Dye	05/20/21 GCSD, 05/10 & 05/24/21 SAM	6040 · Directors' Compensation	235.00
06/17/21	8864	Bell Plumbing	Lat Repair: 371 Princeton Avenue	5060 · Lateral Repairs	10,876.17
06/17/21	8865	California CAD Solutions	CCWD Water Data for 21/22 Tax Roll	6150 · Professional Services	600.00
06/17/21	8866	CliftonLarsonAllen LLP	May 2021	6152 · Accounting	2,500.00
06/17/21	8867	Comcast	06/13/21-07/12/21 Svcs	6170 · Utilities	202.65
06/17/21	8868	County of San Mateo	21/22 FY LAFCO Budget	6220 · Miscellaneous	2,200.00
06/17/21	8869	David Seaton	05/20/21 GCSD	6040 · Directors' Compensation	145.00
06/17/21	8870	Dudek	05/01/21-05/28/21 Prof. Svcs	6151 · General Manager	10,001.88
06/17/21	8871	Eric Suchomel	05/20/21 GCSD	6040 · Directors' Compensation	145.00
06/17/21	8872	Express Plumbing	Medio Creek Maint & Mon-June	1617-1 · Medio Creek Xing	975.00
06/17/21	8873	Gaetani Real Estate	Office Lease-July 2021	6120 · Office Lease	4,500.00
06/17/21	8874	HMBTech4U	New Phone System Install	6150 · Professional Services	405.00
06/17/21	8875	Hue & Cry, Inc.	June 2021 Pump Stn Alarm	6170 · Utilities	32.65
06/17/21	8876	Katkin Architecture	Inv dtd 06/04/21	6150 · Professional Services	312.50
06/17/21	8877	KBA Document Solutions	03/19/21-05/28/21	6020 · Copier lease	177.44
06/17/21	8878	Kennedy Jenks	May 2021 Svcs, Sum 168	6071 · Engineering- General	12,517.70
06/17/21	8879	Kikuchi & Kankel Design Grp	Prof Svs through 05/31/2021	5130 · Parks & Rec Prof Svcs	14,576.25
06/17/21	8880	Matthew Clark	05/20/21 GCSD, 05/10 & 05/24/21 SAM	6040 · Directors' Compensation	235.00
06/17/21	8881	Nancy Marsh	05/20/21 GCSD	6040 · Directors' Compensation	145.00
06/17/21	8882	Pacifica Community TV	04/26/21 PAC, 04/15/21 GCSD	6180 · Video Taping	600.00
06/17/21	8883	PG&E	Pump Stn Inv dtd 05/18/21	6170 · Utilities	233.57
06/17/21	8884	PGE	Office Inv dtd 05/25/21	6170 · Utilities	61.34
06/17/21	8885	Pitney Bowes	Inv dtd 05/29/21	6140 · Office Supplies	54.40
06/17/21	8886	Riordan Consulting	Apr 2021 IT Svcs	6190 · Computers	292.50
06/17/21	8887	Rodolpho Romero	06/03/21 & 06/17/21 Ofc Cleaning	6130 · Office Maintenance & Repairs	140.00
06/17/21	8888	Sewer Authority Mid-Coastside	Jun 2021 Asmts	5020 · SAM-Admin/Treat/Env/Inf/Coll	147,989.91
06/17/21	8889	Tri Counties Bank	May 2021 Card Charges	6140 · Office Supplies	204.11
06/17/21	8890	US Bank	June 2021 Svcs	6020 · Copier Lease	356.45
06/17/21	8891	Verizon Wireless	May 2021	6170 · Utilities	113.92
06/17/21	8892	Wittwer & Parkin	May 2021 Svcs	6090 · Legal Services	9,874.00
06/17/21	8893	Devaney Engineering Inc.	Progress Pmt - 1	7010 · Sewer Main Replcmt Proj-1	168,508.15
<b>TOTAL</b>					<b>453,064.02</b>

June 10, 2021

## Memorandum

To: Chuck Duffy, Delia Comito & Board of Directors  
From: Michael McEvoy, Xiangquan Li, John Rayner  
Subject: Construction Progress Report  
2020 Capital Improvements Project – Project 1 May 2021  
KJ 1968021\*00

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As part of a Capital Improvements Project to improve its collections system, Granada Community Services District (GCSD) has planned for multiple projects to replace its aging sewer pipes and manholes. The first of those projects, Project 1, went to bid in February 2021. Bids were opened on March 9, 2021. Devaney Engineering was selected as the successful bidder with a bid of \$446,365 to complete the work as stated in the contract documents. Notice to Proceed was given to Devaney Engineering on April 5, 2021.

Construction of the 2020 Capital Improvements Project – Project 1 commenced the week of May 10, 2021. Prior to construction, Devaney Engineering obtained all necessary permits from the County of San Mateo and submitted required material information and work plans for review.

Devaney Engineering began construction by potholing utilities crossing the sewer along Palma Street and pipe bursting sewers on Isabella Avenue shown on Sheet C-02, Sheet C-03, and Sheet C-04. Devaney Engineering has also replaced 5 sewer laterals on Isabella Avenue and completed the Spot Repair on Avenue Alhambra (Sheet C-03). Devaney Engineering is planning next to complete pipe bursting on Isabella Avenue and Avenue Alhambra, shown on Sheet C-01.

In performing the CCTV inspections to locate all laterals, Devaney noticed two discrepancies from what was expected on Palma Street: a section of reverse slope and a drop inlet into the manhole. These discrepancies required further investigation for the design, which are being tracked as a change to the contract. These discrepancies were documented and recorded from Requests for Information (RFIs) from the contractor.

Devaney Engineering submitted their May 2021 Progress Payment, which is attached to this memorandum as Attachment A. The total value of work completed in this period is \$177,377. The cost breakdown provided in Attachment A shows the quantity of each line item completed in this work period. A site visit was performed to confirm the quantities shown on the progress payment. Line items have been added to the Cost Schedule to track work to address the potential changes to address the discrepancies on Palma Street. Kennedy/Jenks has reviewed this progress payment and approves it for processing.

**Project:** Sewer Replacement Project  
**Owner:** Granada Community Services District  
**Period:** May-21  
**Purchase Order:**  
**DEI Job No.:** 140

Devaney Engineering, Inc.  
 1641 Lombard st  
 San Francisco, Ca 94123

Date: June 8, 2021

140 - PP1

BID ITEM NO.	DESCRIPTION	UNITS	QTY	UNIT PRICE	CONTRACT PRICE	% THIS PERIOD	% TO DATE	QUANTITY THIS PERIOD	QUANTITY TO DATE	COST THIS PERIOD	COST TO DATE	
	<b>General Mobilization</b>											
1.	Mobilization/Demobilization	LS	1	\$15,000.00	\$15,000.00	67%	67%	0.67	0.67	\$10,000.00	\$10,000.00	
2.	Traffic Control	LS	1	\$10,000.00	\$10,000.00	50%	50%	0.50	0.50	\$5,000.00	\$5,000.00	
3.	All Sheeting, Shoring and Bracing	LS	1	\$10,000.00	\$10,000.00	50%	50%	0.50	0.50	\$5,000.00	\$5,000.00	
4.	Sheet C-01 - 8" SS In Street	LF	444	\$145.00	\$64,380.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
5.	Sheet C-02 - 8" SS In Street	LF	442	\$145.00	\$64,090.00	100%	100%	442.00	442.00	\$64,090.00	\$64,090.00	
6.	Sheet C-03 - 8" SS in Street	LF	59	\$145.00	\$8,555.00	100%	100%	59.00	59.00	\$8,555.00	\$8,555.00	
7.	Sheet C-03 - 6" SS In Street , Spot Repair	LS	1	\$7,000.00	\$7,000.00	100%	100%	1.00	1.00	\$7,000.00	\$7,000.00	
8.	Sheet C-04 - 8" SS In Street	LF	390	\$145.00	\$56,550.00	100%	100%	390.00	390.00	\$56,550.00	\$56,550.00	
9.	Sheet C-06 - 8" SS In Street - PB(3)	LF	150	\$145.00	\$21,750.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
10.	Alternative to Bid Item 9 Sheet C-06 8" SS In Street - OC	LF	150	\$30.00	\$4,500.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
11.	Sheet C-06 6" SS In Street – OC, Spot Repair	LS	1	\$7,000.00	\$7,000.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
12.	Dewatering	LS	1	\$1,000.00	\$1,000.00	50%	50%	0.50	0.50	\$500.00	\$500.00	
13.	Sheets C-01, 02, 03, & 06 Lateral Replacement and Reconnection	EA	14	\$3,500.00	\$49,000.00	36%	36%	5.00	5.00	\$17,500.00	\$17,500.00	
14.	Sheet C-06 A. Manhole G5-34 Replacement	LS	1	\$7,500.00	\$7,500.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
	Sheet C-06 B. Manhole G5-33 Repair	LS	1	\$3,000.00	\$3,000.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
15.	Allowance Item, Sheet C-05 6" SS In Street	LF	184	\$145.00	\$26,680.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
16.	Allowance Item, Sheet C-05 OC6" SS In Street	LF	203	\$150.00	\$30,450.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
17.	Allowance Item, Sheet C-05 manhole Replacement	LS	1	\$7,500.00	\$7,500.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
18.	Allowance Item, Sheet C-05 Lateral Replacement and Reconnection	EA	15	\$3,500.00	\$52,500.00	0%	0%	0.00	0.00	\$0.00	\$0.00	
19.	San Mateo County permit	LS	1	\$3,182.00		100%	100%	1.00	1.00	\$3,182.00	\$3,182.00	
20.	RFI #1 - Mounment reference relocation R.O.M	LS	1	\$8,000.00		0%	0%	0.00	0.00	\$0.00	\$0.00	
21.	RFI #5 - Point repair extention / material variation/ encasement R.O.M.	LS	1	\$3,500.00		0%	0%	0.00	0.00	\$0.00	\$0.00	
22.	RFI #3 - Palma st changes R.O.M.	LS	1	\$6,000.00		0%	0%	0.00	0.00	\$0.00	\$0.00	
23.	RFI #4 - Palma st changes R.O.M.	LS	1	\$15,000.00		0%	0%	0.00	0.00	\$0.00	\$0.00	
					\$446,455.00							
										\$177,377	\$177,377	
										TOTAL AMOUNT DUE	\$ 177,377.00	\$ 177,377.00
										LESS 5% RETENTION	\$ 8,868.85	\$ 8,868.85
										SUBTOTAL	\$ 168,508.15	\$ 168,508.15
										LESS PREV PAYMENTS		
										BALANCE DUE	\$ 168,508.15	\$ 168,508.15

**Project:** Sewer Replacement Project  
**Owner:** Granada Community Services District  
**Period:** May-21  
**Purchase Order:**  
**DEI Job No.:** 140

Devaney Engineering, Inc.  
1641 Lombard st  
San Francisco, Ca 94123

Date: June 8, 2021

**140 - PP1**

BID ITEM NO.	DESCRIPTION	UNITS	QTY	UNIT PRICE	CONTRACT PRICE	% THIS PERIOD	% TO DATE	QUANTITY THIS PERIOD	QUANTITY TO DATE	COST THIS PERIOD	COST TO DATE
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**ITEM #8**



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

As of April 30, 2021

**ASSETS**

Current Assets	
Checking/Savings	
1020 · Petty Cash	43
1030 · Cash - LAIF	5,372,295
1040 · Tri Counties Bank - Gen Op	67,190
1050 · Tri Counties Bank - Deposit	41,775
1100 · Accounts Receivable	-
1200 · Interest Receivable	-
1500 · Due from AD	23,440
Total Current Assets	5,504,743
Fixed Assets	
1600 · Land	1,063,640
1610 · Construction in Progress	969
1615 · Equipment	22,153
1620 · Collections System	11,227,956
1630 · Accumulated Depreciation	(7,008,196)
Total Fixed Assets	5,306,522
Other Assets	
1700 · Advance to MWSD	1,085,094
1710 · Allowance - for Advance to MWSD	(1,085,094)
1720 · Advance to AD- Bond Reserve	364,890
1730 · Advance to AD- NCA Fund	166,477
1735 · Advance to AD- Assesmnt Revenue	142,834
1750 · Investment in SAM	4,709,323
1760 · Deferred Outflows of Resources	102,010
Total Other Assets	5,485,534
Total Assets	16,296,798

**LIABILITIES**

Current Liabilities	
2000 · Accounts Payable	80,478
2001 · Accrued Vacation	6,248
2020 · Class 3 Deposits	19,055
2100 · Payroll Liabilities	5,938
2225 · Recology-Del Garbage	40,313
2300 · Due to AD	4,473
2310 · Relief Refund Advance	350
Total Current Liabilities	156,855
Long Term Liabilities	
2401 · Net Pension Liability	177,495
2402 · Deferred Inflows of Resources	21,144
Total Long Term Liabilities	198,639
Total Liabilities	355,494

**NET POSITION**

3000 · Net Assets	5,639,871
3005 · Contributed Capital	9,595,349
Net Income	706,084
Total Net Position	\$ 15,941,304

*No assurance is provided on these financial statements.*

**Granada Community Services District**  
**Revenue & Expenses (Unaudited)**  
**July 1, 2020 through April 30, 2021**

	Jul 1, 2020 - Apr 30, 2021	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2020/2021 Budget
<b>Revenues</b>				
<b>Operating Revenue</b>				
4010 · Property Tax Allocation	\$ 200,000	\$ 166,667	\$ 33,333	\$ 200,000
4015 · Park Tax Allocation	587,448	409,167	178,281	491,000
4020 · Sewer Service Charges-SMC	1,689,093	1,565,833	123,260	1,879,000
4021 · Sewer Svc Charges Pro-rated	2,168	-	2,168	-
4030 · AD OH Reimbursement	15,442	26,667	(11,225)	32,000
4040 · Recology Franchise Fee	28,909	27,500	1,409	33,000
<b>Total Operating Revenue</b>	<b>2,523,060</b>	<b>2,195,834</b>	<b>327,226</b>	<b>2,635,000</b>
<b>Non Operating Revenue</b>				
4120 · Interest on Reserves	20,184	48,333	(28,149)	58,000
4130 · Connection Fees	103,610	31,667	71,943	38,000
4150 · Repayment of Adv to AD-NCA	-	162,750	(162,750)	195,300
4155 · Repayment of Adv to AD-ARF	58,000	95,583	(37,583)	114,700
4160 · SAM Refund from Prior Yr	-	833	(833)	1,000
4170 · ERAF Refund	252,119	291,667	(39,548)	350,000
4180 · Misc Income	3,811	4,167	(356)	5,000
<b>Total Non Operating Revenue</b>	<b>437,724</b>	<b>635,000</b>	<b>(197,276)</b>	<b>762,000</b>
<b>Total Revenues</b>	<b>2,960,784</b>	<b>2,830,834</b>	<b>129,950</b>	<b>3,397,000</b>
<b>Expenses</b>				
<b>Operations</b>				
5010 · SAM - General	963,223	963,223	-	1,155,867
5020 · SAM - Collections	155,478	155,478	-	186,574
5021 · Lift Station Maint.	5,405	-	(5,405)	-
5050 · Mainline System Repairs	4,567	8,333	3,766	10,000
5060 · Lateral Repairs	55,324	20,833	(34,491)	25,000
5065 · CCTV	-	20,833	20,833	25,000
5070 · Pet Waste Station	1,387	1,000	(387)	1,200
5110 · RCD - Parks	-	16,667	16,667	20,000
5120 · Half Moon Bay Reimb - Parks	-	33,333	33,333	40,000
5130 · Parks & Rec Professional Services	20,567	83,333	62,766	100,000
<b>Total Operations</b>	<b>1,205,951</b>	<b>1,303,033</b>	<b>97,082</b>	<b>1,563,641</b>

*No assurance is provided on these financial statements.*

**Granada Community Services District  
Revenue & Expenses (Unaudited)  
July 1, 2020 through April 30, 2021**

	Jul 1, 2020 - Apr 30, 2021	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2020/2021 Budget
<b>Expenses (Continued)</b>				
<b>Administration</b>				
6010 · Auditing	\$ 11,644	\$ 13,333	\$ 1,689	\$ 16,000
6020 · Copier lease	4,494	5,000	506	6,000
6040 · Directors' Compensation	9,035	9,167	132	11,000
6050 · Education & Travel Reimb	-	1,667	1,667	2,000
6060 · Employee Compensation				
6061 · Employee Salaries	138,790	148,333	9,543	178,000
6062 · Medical Ins.	10,925	33,478	22,553	40,174
6063 · Employer Payroll Taxes	18,001	39,855	21,854	47,826
6064 · CALPERS Contribution	39,253	41,667	2,414	50,000
6060 · Employee Compensation - Other	1,223	-	(1,223)	-
6070 · Engineering Services	135,823	16,667	(119,156)	20,000
6080 · Insurance	33,137	25,000	(8,137)	30,000
6090 · Legal Services	37,892	25,000	(12,892)	30,000
6095 · Legal Services for Case Related Legal	39,947	41,667	1,720	50,000
6100 · Memberships	7,995	7,500	(495)	9,000
6110 · Newsletter	-	5,833	5,833	7,000
6120 · Office Lease	49,250	47,500	(1,750)	57,000
6130 · Office Maintenance & Repairs	755	2,500	1,745	3,000
6140 · Office Supplies	3,933	2,500	(1,433)	3,000
6150 · Professional Services	100,520	97,500	(3,020)	117,000
6160 · Publications & Notices	533	1,667	1,134	2,000
6170 · Utilities	8,732	10,000	1,268	12,000
6180 · Video Taping	3,300	3,333	33	4,000
6190 · Computers	4,612	2,083	(2,529)	2,500
6220 · Miscellaneous	10,875	16,669	5,794	20,000
6230 · Bank Service Charges	522	-	(522)	-
6310 · Park Related Misc Expenses	2,503	-	(2,503)	-
<b>Total Administration</b>	<b>673,694</b>	<b>597,919</b>	<b>(75,775)</b>	<b>717,500</b>
<b>Capital Projects</b>				
1617-1 · Medio Creek Xing Crossing	13,857	291,667	277,810	350,000
7010 · Sewer Main Replacement (CIP)	-	375,000	375,000	450,000
7100 · SAM - Infrastructure	361,198	361,198	-	433,438
7500 · Projects - Parks	-	83,333	83,333	100,000
<b>Total Capital Projects</b>	<b>375,055</b>	<b>1,111,198</b>	<b>736,143</b>	<b>1,333,438</b>
<b>Total Expenses</b>	<b>2,254,700</b>	<b>3,012,150</b>	<b>757,450</b>	<b>3,614,579</b>
<b>Net Income/(Loss)</b>	<b>\$ 706,084</b>	<b>\$ (181,316)</b>	<b>\$ 887,400</b>	<b>\$ (217,579)</b>

*No assurance is provided on these financial statements.*



**ITEM #9**



**DISTRIBUTION REQUEST NO.: 12#-20/21**  
**BOND ADMINISTRATION FUND**  
**(Account Number: 94673305)**

**DISTRIBUTION TOTAL: \$2,167.00**

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

DISTRIBUTION REQUEST  
For Payment of Bond Administration Costs

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

Dated:  
June 17, 2021

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Chuck Duffy, Finance Officer/Treasurer

**SCHEDULE "A"**

**DISTRIBUTION REQUEST NO.: 12#-20/21**

**DATE: June 17, 2021**  
**DISTRIBUTE FROM ACCOUNT #: 94673305**  
**ACCOUNT NAME: Bond Administration Fund**  
**DISTRIBUTION AMOUNT: \$ 2,167.00**

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

<b>Payee</b>	<b>Mailing Address</b>	<b>Services Provided</b>	<b>Amount</b>
GCSD	P.O. Box 335, El Granada, CA 94018	GSD OH Reim - June 2021	\$ 2,167.00
<b>TOTAL:</b>			<b>\$ 2,167.00</b>

**ITEM #10**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**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**



# Administrative Staff Report

Period: May 13, 2021 to June 11, 2021  
 To: Board of Directors  
 From: Delia Comito, Assistant General Manager  
 Date: June 17, 2021

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

**APPLICATIONS RECEIVED** – There were two applications received this period:

Rec'd	Class	Owner or Agent	APN	Address	Sq. Ft.	Zone
08/10/20	ADU	Minor Bart	047-091-130	139 Vallejo St, EG	5,000	R-1/S-17
10/05/20	1A	Steadman John	047-212-150	226 Ave Cabrillo, EG	5,000	R-1/S-17
10/05/20	1A	Steadman John	047-282-150	900 The Alameda, EG	5,000	R-1/S-17
10/05/20	1A	Steadman John	047-282-160	463 The Alameda, EG	5,549	R-1/S-17
10/28/20	VAR	Freitas	047-208-120	Ave Portola, EG	2,335	R-3/S-3
12/11/20	1A	Ralston Randy	047-217-110	Ave Del Oro, EG	6,000	R-1/S-17
12/11/20	Demo	French	048-125-180	2909 Champs Elysee HMB	--	--
01/08/21	1A	Parnovskiy	047-221-060	Ave Del Oro, EG	5,000	R-1/S-17
01/15/21	1A	Zheng	047-151-120	639 El Granada Blvd, EG	5,230	R-1/S-17
04/08/21	ADU	Bunuan	047-222-270	454 Ferdinand Ave, EG	8,405	R-1/S-17
04/18/21	1A	Mithal	048-013-200	208 Magellan Ave, HMB	4,400	R-1/S-9
05/05/21	VAR	Carey	048-013-790	Cortez Ave, HMB	7,446	R-1/S-17
05/21/21	VAR	Kybych	048-044-200	Medio Ave, EG	9,125	R-1/S-94
06/07/21	1A	Pond/Sanchez	047-244-240	519 Isabella Ave, EG	5,000	R-1/S-17

Note: Shaded information was previously reported.

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

Permit No.	Class	Issue Date	Owner or Agent	APN	Address	Sq. Ft.	Zone
3203	1A	08/17/20	Fassinger/Ontiveros	047-074-250	126 Madrona Ave, EG	5,000	R-1/S-17
3204	1A	09/15/20	Power Patrick	047-171-170	615 Isabella Ave, EG	7,200	R-1/S-17
3205	ADU	09/24/20	Minor Bart	047-091-130	139 Vallejo St, EG	5,000	R-1/S-17
3206	2D	12/04/20	Dragony Michelle	047-034-070	111 Vassar, Princeton	2,285	W/DR
3207	SC	12/07/20	Erickson Karen	048-092-300	18 Valencia, HMB	5,000	R-1/S-17
3208	2M	12/29/20	Big Wave LLC	047-311-060	380 Airport, Princeton	17,50	W/DR
3209	1A	01/21/21	K&S Development	047-282-160	900 The Alameda, EG	5,000	R-1/S-17
3210	1A	01/27/21	K&S Development	047-212-150	463 The Alameda, EG	5,549	R-1/S-17
3211	1A	01/27/21	K&S Development	047-282-150	226 Ave Cabrillo, EG	5,549	R-1/S-17
3212	ADU	03/20/21	Dupen	047-284-090	303 Ave Cabrillo, EG	2,350	R-1/S-17
3214	1A	4/19/21	Mithal	048-031-200	208 Magellan Ave, HMB	4,400	R-1/S-9
3215	ADU	4/20/21	Bunuan	047-222-270	454 Ferdinand Ave, EG	8,405	R-1/S-17

Note: Shaded information was previously reported.

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

Date	Class	Permit	Issued	Owner	APN	Address
09/23/20	1A	3199	12/23/19	Soldo David	048-126-130	537 Roosevelt, HMB
10/09/20	1A	3203	08/17/20	Fassinger	047-074-250	126 Madrona, EG
11/02/20	1A	3200	02/12/20	Carey	048-112-130/140	2804 Champs Elysee, HMB
12/10/20	1A	3194	07/10/19	Menendez	047-071-260	320 Sevilla, EG
12/10/20	SC	3207	12/07/20	Erickson	048-092-300	18 Valencia, HMB
12/14/20	1A	3196	11/18/19	Semprevivo	048-042-280	477 3 <sup>rd</sup> Ave, Miramar
01/04/21	1A	3197	11/19/19	Ralston	048-054-240	385 Miramar Dr, Miramar
01/05/21	1A	3204	09/15/20	Power	047-217-110	615 Isabella, EG
06/09/21	2D	3206	12/04/20	Dragony	047-034-070	123 Vassar St, Princeton

Note: Shaded information was previously reported.

**REPAIRS** - There was one repair this period:

Date	Type	Problem	Location or Address	Cause	Cost
07/16/20	Lat Replacement	Back-up	506 Isabella, EG	Roots	1,668
09/24/20	Lat Replacement	Back-up	314 Ave Balboa, EG	Roots	6,980
10/15/20	Lat Replacement	Back-up	354 Almeria, EG	Multi offsets	10,927
12/11/20	Lat Replacement	Back-up	332 Valencia, EG	Large off-set	9,711
02/05/21	Lat Replacement	Back-up	167 Ave Portola, EG	Off-set	11,675
06/01/21	Lat Repair	Back-up	371 Princeton Ave, EG	Off-set	10,876

Note: Shaded information was previously reported.

**ITEM #14**



June 10, 2021

## Memorandum

To: Granada Community Services District  
From: John H. Rayner, District Engineer  
Subject: Engineer's Report for June 2021

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### **6-Year CIP**

As of the end of May, Devaney Engineering completed about 40% of the project. Enclosed is our May Construction Status Report the summaries construction activity during the month and includes Devaney's Progress Payment invoice for completed work of \$168,508.15 (\$177,377 less 5% retention). We have reviewed invoice and recommend it be approved for payment.

### **Naples Beach Project - Phase 2**

Golden Bay Construction's insurance and bonds were submitted and approved. Accordingly Notice to Proceed was issued on June 7<sup>th</sup>. A Pre-construction meeting will be held virtually early next week.

The Contractor has received an encroachment permit from the County and is in the process of obtaining an encroachment permit from the city of HMB (Mirada Road is half in the City and half in the County). The District has contracted separately with Monster Tree Service to remove the 2 Monterey pine trees along the sewer alignment. The trees will be removed early next week.

### **Medio Creek Crossing at Mirada Road**

The leased temporary pumping system has been operating since January 2018. The temporary system will remain in operation until the Naples Beach Phase 2 project is constructed.

### **Replacement of Pedestrian Bridge over Medio Creek**

The County has designed the replacement of the existing pedestrian bridge over Medio Creek and the CDP for the project was approved by the CCC last month. The County is expected to advertise the bridge project for construction bids later this month. The project affects the District because it includes demolition of the existing abandoned road bridge on which the District's 10" sewer and temporary 2" force main (FM) are attached. Unless Phase 2 of the Naples Beach Project is constructed first, the temporary 2" FM crossing Medio Creek will need to be rerouted to discharge into a manhole at the end of San Andreas Ave. This temporary bypass was included as an optional bid item in the Naples Beach Phase 2 construction documents.

Memorandum

Granada Community Services District

June 10, 2021

Page 2

**Big Wave (Class 3 Permit)**

Big Wave has been advised that they will need to provide GCSD with submittals of materials intended to be used to construct the mainline extension and its construction schedule for review and approval before beginning construction. To date we have not received any submittals nor a construction schedule from Big Wave.

**ITEM #15**



