



## GRANADA COMMUNITY SERVICES DISTRICT

# **AGENDA**

## **BOARD OF DIRECTORS**

### **SPECIAL MEETING at 7:00 p.m.**

### **(Open Session at 7:30 p.m.)**

Thursday, April 23, 2015

**CALL SPECIAL MEETING TO ORDER AT 7:00 p.m.** District Office, 504 Avenue Alhambra, 3<sup>rd</sup> Floor, El Granada

<b><u>ROLL CALL</u></b>	Directors:	President:	Leonard Woren
		Vice-President:	Matthew Clark
		Director:	Jim Blanchard
		Director:	David Seaton
		Director:	Ric Lohman
	Staff:	General Manager:	Chuck Duffy
		Legal Counsel:	Jonathan Wittwer
		Administrator:	Delia Comito

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

### **GENERAL PUBLIC PARTICIPATION**

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

### **ADJOURN TO CLOSED SESSION**

**1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).**

Negotiating parties: Coastside Fire Protection District and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on Obispo Road from Avenue Portola to Coronado (adjoining U.S. Post Office), El Granada, California, APN 047-261-030.

Under negotiation: Instructions to negotiator concerning price and terms of payment.

### **RECONVENE TO OPEN SESSION**

Announce reportable Board action, if any, from Closed Session.

## **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

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

### **ACTION AGENDA**

- 1. Consideration of Sewer Permit for 9-Unit Ocean View Place Condominium Project at Ave. Cabrillo & Coronado St., APN: 047-271-200, Owner: Irizarry.  
Recommendation: To be made by the Board.**
- 2. Consideration of Sewer Permit for 12-Unit Mavericks Apartment Project at Ave. Portola & Coronado St., APN: 047-206-230, Owner: Cypress Group Dev.  
Recommendation: To be made by the Board.**
- 3. Consideration of Local Parks & Recreation Facility Priorities Survey Results.  
Recommendation: To be made by the Board.**
- 4. Consideration of Sewer Authority Mid-Coastside General Operating, Collections, and Capitalized Maintenance Budgets for 2015-16 Fiscal Year.  
Recommendation: To be made by the Board.**
- 5. Consideration of Report by District's Sewer Authority Mid-Coastside Representatives.  
Recommendation: To be made by the Board.**

### **CONSENT AGENDA**

- 6. Approval of March 19, 2015 Special & Regular Meeting Minutes.**
- 7. Approval of April 2015 Warrants (Check No. 5811-5849).**
- 8. Approval of March 2015 Financial Statements.**
- 9. Approval of Assessment District Distribution #9-14/15.**

### **COMMITTEE REPORTS**

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

### **INFORMATION CALENDAR**

- 11. Attorney's Report. (Wittwer)**
- 12. General Manager's Report. (Duffy)**
- 13. Administrator's Report. (Comito)**
- 14. Engineer's Report. (Kennedy Jenks)**

### **ADJOURN SPECIAL MEETING**

At the conclusion of the March 19, 2015 Meeting:  
Last Ordinance adopted: No. 167  
Last Resolution adopted: No. 2015-001

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

In accordance with the Ralph M. Brown Act, copies of the staff reports and other materials provided to the Granada Sanitary District Board of Directors by District staff in connection with this agenda are available at the District Office, located at 504 Avenue Alhambra, 3<sup>rd</sup> Floor, El Granada, California. All materials distributed by District staff after the posting of the agenda will be available to the public at the time the materials are distributed to the members of the Board of Directors.

# Agenda Item

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GRANADA COMMUNITY SERVICES DISTRICT

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AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, District Administrator  
Subject: Consideration of Sewer Permit for 9-Unit Ocean View Place Condominium Project at Ave. Cabrillo & Coronado St., APN: 047-271-200, Owner: Irizarry  
Date: April 23, 2015

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This Item is presented for Board consideration to approve a Class 1B (multiple unit) sewer permit for the above referenced project. Under District Resolution No. 2000-004, the District Administrator does not have the authority to issue a Class 1B permit requiring more than two (2) equivalent residential units (ERUs) of wastewater treatment capacity. The District Engineer has reviewed and approved the sewer plan for this project.

The sewer permit application for this project was received on January 20, 2015 with all required documentation. The project is located on a 10,625 sq. ft. parcel in the R-3/S-3/DR zoning district, a multiple-family residential district, with a minimum lot size of 5,000 sq. ft. The proposed project is a 3-story, 9-unit condominium complex, located on Avenue Cabrillo and Coronado Street. In March 2010, the San Mateo County Planning Commission conditionally approved a Coastal Development Permit, Major Subdivision, and Density Bonus for this project. The Density Bonus Program gives incentive for the inclusion of affordable housing units in projects, by allowing modification to the “one dwelling unit per 1,250 sq. ft.” zoning requirement, and increases this project by one unit. There has been no clarification as to the “non-buildout” classification being applicable to dwelling units allowed under the Density Bonus program, and the applicant was not advised to apply for a Sewer Permit Variance.

The parcel owner has appointed Cortland Bohacek as the “Agent” acting on his behalf, and Mr. Bohacek has indicated that he will likely attend the meeting to answer questions regarding the project. Should the Board approve a Class 1B sewer permit, the permit will be issuable upon payment of all permit fees. The San Mateo County Building Department “pick-up notice” has been provided to the District by the applicant. The parcel is assessed five (5) ERU’s non-contingent assessments (NCAs) and requires nine, one for each dwelling unit. The NCA purchase price for fiscal year 14/15 is \$8,240.57 per ERU and will increase effective July 1, 2015. A calculation of the permit fees due for this project, effective through June 30, 2015, follows:

Connection Fee of 4,700 per living unit:	42,300.00
Contingent Assessment Fee @ 8,371.36 per ERU:	75,342.24
Non Contingent Assessment Fee @ \$8,240.57 X 4:	32,962.28
FEE TOTAL:	<u>\$150,604.52</u>

## SEWER PERMIT APPLICATION

**Parcel** Assessor's Parcel Number(s): 047-271-200 Lot(s): 2,3,4,19+20 Block: 16

**Data:** Address/Location: 195 AVENUE CABRILLO

**Owner:** Name(s) JIM IRZARRY Phone: 650-704-1117 Fax #: \_\_\_\_\_

Address: 1200 BEAR GULCH RD, WOODSIDE Cell #: \_\_\_\_\_

**Agent:** Name(s) ELGRANADA VENTURES/CORTLAND BOHACER Phone: 650-328-7200 Fax #: 650-328-7201

Address: 707 MENLO AVENUE SUITE 200 MENLO PARK Cell #: 650-823-8993

**Contractor:** Name(s) NEGEN BUILDERS, INC. Phone: 650-322-5700 Fax #: \_\_\_\_\_

Address: 225 DEMETERE EAST PALO ALTO CA Cell #: \_\_\_\_\_

**Type of Work:** (Check one)

New Construction  Remodel/Addition \_\_\_\_\_ Demolition \_\_\_\_\_ Mainline Ext. \_\_\_\_\_

**Project Description:** (Check one)

Single Family Dwelling \_\_\_\_\_ Multiple Unit Residential   
 In-law Unit/Auxiliary Structure \_\_\_\_\_ Hotel/Condo/B&B \_\_\_\_\_  
 Commercial Building/Warehouse \_\_\_\_\_ Mixed Use \_\_\_\_\_  
 Other \_\_\_\_\_ Explain: \_\_\_\_\_

**General Information:** (Complete applicable sections)

Parcel Sq. Ft.: 10,625 Structure(s) Sq. Ft.: 10,125 Garage Sq. Ft.: 5,115  
 No. of Bedrooms: 15 No. of Baths: 15 No. of Offices: 0  
 No. of Living Units: 9 If Mixed Use, what is Living Unit Sq. Ft.: \_\_\_\_\_  
 No. of Trees to be Removed: 13 Is tree removal for lateral placement? NO

Additional Comments: No tree removal for sewer line.

In consideration of granting this permit, the undersigned agrees:

1. To accept and abide by all provisions of the Granada Sanitary District Code.
2. To notify the District when the sewer is ready for connection to the sewer main.
3. In the event that all required planning approvals are not final, the application shall be deemed incomplete, and any permit issued may be revoked.
4. To provide the District with the final Building Plans for this project if requested, prior to permit issuance.

**Signature:** [Signature] Print Name: Jim Irzarry Date: 1-12-15

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

<input checked="" type="checkbox"/> Planning Approval Letter	<input checked="" type="checkbox"/> Pick up Notice (2/24/15)	<input checked="" type="checkbox"/> Plans/Elevations
<input checked="" type="checkbox"/> Grant Deed/Legal Description	<input checked="" type="checkbox"/> Topographical Map	<input checked="" type="checkbox"/> Agent Form
<input checked="" type="checkbox"/> Application Fee \$ <u>150.00</u>	<input checked="" type="checkbox"/> Is there a ML to serve?	<input type="checkbox"/>
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Is App. Complete?	
<input checked="" type="checkbox"/> No. of Connections <u>9</u>	<input checked="" type="checkbox"/> No. of NCA's on parcel <u>5</u>	

RECEIVED BY: \_\_\_\_\_  
DATE: 1-20-15

**Granada Sanitary District**  
**2003 Refunding Sewage Treatment Facility Reassessment District**  
**Account Information as of FY 2012-13**

*\*Includes Approved/Pending Relief Applications through June 30, 2012\**

APN	Owner	A/P	Original ERU	Current ERU	Levy
047-271-200	IRIZARRY JAMES P	Active	5.0	5.0	\$1,849.56

## Planning & Building Department

455 County Center, 2nd Floor  
Redwood City, California 94063  
650/363-4161 Fax: 650/363-4849

Mail Drop PLN122  
plngbldg@cosanmateo.ca.us  
www.co.sanmateo.ca.us/planning

Please reply to: **Melissa Ross**  
(650) 599-1559

March 25, 2010

Mr. Jim Irizarry  
1200 Bear Gulch Road  
Woodside, CA 94062

## PROJECT FILE

Dear Mr. Irizarry:

**Subject:** LETTER OF DECISION  
**File Number:** PLN2008-00218  
**Location:** 121-137 Avenue Cabrillo, El Granada (Vacant Parcel)  
**APN:** 047-271-200

On March 24, 2010, the San Mateo County Planning Commission considered a Coastal Development Permit, Major Subdivision, and Density Bonus, pursuant to Section 6328 of the San Mateo County Zoning Regulations, Section 7010 of the San Mateo County Subdivision Regulations and the State Subdivision Map Act, and Section 7900 of the San Mateo County Ordinance Code, and certification of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, to construct a three-story nine-unit residential condominium complex. The project includes 200 cubic yards of grading and the removal of thirteen trees on the unimproved parcel. The project site is located along Avenue Cabrillo and Coronado Avenue in the unincorporated El Granada area of San Mateo County

*Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the Coastal Development Permit, Major Subdivision, and Density Bonus for the alternative design, County File Number PLN 2008-00218 and certified the Mitigated Negative Declaration, by adopting the required findings and modified conditions of approval identified in Attachment A, as follows:*

1. *Inserted new Condition of Approval No. 2(subsequent conditions renumbered)*
2. *Modification of Condition No. 11 to read:*
  11. Prior to the issuance of the building permit, the applicant shall submit colors and materials for the building and exposed retaining walls for review and approval by the Current Planning Section. The building and retaining walls shall be surfaced or constructed of earthtone colors and materials (as indicated in the presentation illustrations by the applicant).



County of San Mateo  
Planning and Building Department

**FINDINGS AND CONDITIONS OF APPROVAL**

Permit or Project File Number: PLN 2008-00218

Hearing Date: March 24, 2010

Prepared By: Melissa Ross, Project Planner

Adopted By: Planning Commission

**FINDINGS**

**Regarding the Environmental Review, Found:**

1. That the Negative Declaration is complete, correct and adequate, and prepared in accordance with the California Environmental Quality Act and applicable State and County Guidelines.
2. That, on the basis of the Initial Study and comments hereto, there is no evidence that the project, subject to the mitigation measures contained in the Negative Declaration, will have a significant effect on the environment.
3. That the Negative Declaration reflects the independent judgment of San Mateo County.
4. That the mitigation measures identified in the Negative Declaration, agreed to by the applicant, placed as conditions on the project, and identified as part of this public hearing, have been incorporated in to the Mitigation and Reporting Plan in conformance with California Public Resources Code Section 21081.6.

**Regarding the Coastal Development Permit, Found:**

5. That the project, as described in the application and accompanying materials required by Section 6328.7 and as conditioned in accordance with Section 6328.14, conforms with the plans, policies, requirements and standards of the San Mateo County LCP because the plans and materials have been reviewed against the application requirements in Section 6328.7 and the project has been conditioned to minimize visual impacts in accordance to the Visual Resources Component of the LCP.
6. That the project conforms to the specific findings required by policies of the San Mateo County

subdivision of that land would not be too small to sustain their agricultural use because the land is not under or subject to a Williamson Act contract or Open Space Easement contract.

Regarding the Density Bonus, Found:

16. That the project, as proposed, is consistent with the Density Bonus Program requirements pursuant to Section 7900 of the San Mateo County Ordinance Code because the project meets the definition of residential development and is not located within the rural area of the Coastal Zone.

CONDITIONS OF APPROVAL

Current Planning Section

1. This approval applies only to the alternative design proposal, documents and plans described in this report and submitted to and approved by the Planning Commission on March 24, 2010. Minor revisions or modifications may be approved by the Community Development Director if they are consistent with the intent of and in substantial conformance with this approval.
2. The applicant shall submit to the Current Planning Section a revised tentative map in accordance with Section 7011.2 of the San Mateo County Subdivision Regulations. Said revised tentative map shall match the alternative design plans in all aspects (e.g., individual unit configurations, residential common area configurations, etc.). Prior to final map recordation, the revised tentative map shall be reviewed and approved by the Current Planning Section, Building Inspection Section, Department of Public Works, and Coastside Fire Protection District. Should the revised tentative map substantially deviate from the alternative design plans, for reasons other than public health and safety, the project shall be referred back to the Planning Commission for review and approval. The applicant shall pay any applicable fees associated with returning to the Planning Commission.

Corrections and amendments of the final map after recordation shall be in accordance with Section 7018 of the San Mateo County Subdivision Regulations.

This subdivision approval is valid for two years from the date of the conditionally approved tentative map, pursuant to Section 7013.5.a of the Subdivision Regulations, and not from the date of revised tentative map submittal to the Current Planning Section.

3. The Coastal Development Permit shall be valid for two years. Any extension of this permit shall require submittal of an application for permit extension and payment of applicable permit extension fees.

the ground located as close to the tree driplines as possible while still allowing room for construction to safely continue. The applicant shall maintain tree protection zones free of equipment and material storage and shall not clean any equipment within these areas. Should any large roots or large masses of roots need to be cut, the roots shall be inspected by a certified arborist prior to cutting. Any root cutting shall be monitored by an arborist and documented.

11. Prior to the issuance of the building permit, the applicant shall submit colors and materials for the building and exposed retaining walls for review and approval by the Current Planning Section. The building and retaining walls shall be surfaced or constructed of earthtone colors and materials (as indicated in the presentation illustrations by the applicant). Any color or material additions or modifications shall be subject to review and approval of the Community Development Director prior to implementation.
12. This permit does not allow for the removal of any trees other than the thirteen (13) proposed for removal in this permit. Removal of any tree with a diameter of 12 inches or greater as measured 4.5 feet above the ground shall require a separate tree removal permit.
13. Prior to the issuance of the building permit, the applicant shall submit a manufacturer's cut sheet for exterior lighting fixtures for review and approval by the Current Planning Section. All lighting shall be downward lit.
14. Prior to the issuance of the building permit, the applicant shall indicate on the construction plans the type and location of pervious material. All paved areas shall consist of pervious materials.
15. Prior to the issuance of the building permit, the applicant shall have a licensed land surveyor or engineer indicate grade and building elevations on the construction plans to include:
  - a. A datum point and its elevation. This datum point shall be used during construction to verify the elevation of the finished floors relative to the existing natural or finished grade. The applicant shall maintain the datum point so that it will not be disturbed by the proposed construction activities until final approval of the building permit.
  - b. The natural grade elevations at the significant corners (at least four) of the footprint of the proposed structure on the submitted site plan and the elevations of the proposed finished grades. These elevations shall be shown on the site plan, elevations, and cross section.
  - c. The finished grade elevations at the significant corners of the proposed structure, garage slab elevation, finished floor elevations, and topmost elevation of the roof. These elevations shall be shown on the site plan, elevations, and cross section.

- k. Avoiding tracking dirt or other materials off-site; cleaning off-site paved areas and sidewalks using dry sweeping methods.
  - l. The contractor shall train and provide instructions to all employees and subcontractors regarding the construction best management practices.
17. During the construction phase, the applicant shall provide finished floor elevation verification to certify that the condominium building is constructed at the height shown on the submitted plans. The applicant shall have a licensed land surveyor or engineer established a baseline elevation datum point in the vicinity of the construction site.
- a. Once the building is under construction, prior to the below floor framing inspection or the pouring of the concrete slab (as the case may be) for the lowest floor(s), the applicant shall submit to the Building Inspection Section a letter from the licensed surveyor or engineer certifying that the lowest floor height – as constructed – is equal to the elevation specified for that floor in the approved plans. Similarly, certifications on the garage slab and the topmost elevation of the roof are required.
  - b. If the actual floor height, garage slab, or roof height – as constructed – is different than the elevation specified in the plans, then the applicant shall cease all construction and no additional inspections shall be approved until a revised set of plans is submitted to and subsequently approved by the Building Official and Community Development Director.
18. Prior to the final building permit inspection, exterior color and materials verification shall occur in the field after the applicant has applied the approved materials and colors.
19. If grading exceeds 250 cubic yards or if a cut or fill exceeds two (2) feet in vertical depth, the applicant shall obtain a grading permit. Where cutting and filling are necessary because of terrain difficulties, such work should be blended in a natural appearance and in a manner to prevent erosion from stormwater runoff. No grading activities shall commence until the applicant has been issued a grading permit.
20. Noise sources associated with demolition, construction, repair, remodeling, or grading of any real property, provided said activities do not take place between the hours of 6:00 p.m. and 7:00 a.m., weekdays, 5:00 p.m. and 9:00 a.m. on Saturdays or at any time on Sundays, Thanksgiving and Christmas, are exempt as indicated under Section 4.88.360 of the County Ordinance Code.
21. Prior to the issuance of the building permit or final map recordation, the applicant shall have entered into an agreement with the County, which shall be recorded, specifying the manner of compliance with the Density Bonus Program.

Failure to install or maintain these measures shall result in stoppage of construction until the corrections have been made and fees paid for staff enforcement time.

27. This project must comply with the Green Building Ordinance. The applicant shall submit two hard copies as well as plan sheets of the 50-point required minimum Green Building Checklist.
28. All drawings shall be drawn to scale and clearly define the whole project and its scope in its entirety.
29. The design and/or drawings shall be done according to the 2007 Editions of the California Building Standards Code, 2007 California Plumbing Code, 2007 California Mechanical Code, and the 2007 California Electrical Code or the most current set of codes in effect at the time of application for a building permit. These codes shall be noted on the code summary.
30. The plans shall show the dimension lines for the accessible parking, accessible route to the accessible elevator, and an accessible parking structure height of 8'-2", per CBC 2007 Section 11090.A.8.1. One unit is required to be an accessible unit and shall be shown on the plans.
31. The number of exits shall comply with CBC Table 1015.1. The elevator shall comply with CBC Section 1007.4 to be considered as part of an accessible means of egress.
32. If two exits are required from the building or area, they shall be separated by (one-half/one-third if sprinklered throughout) the diagonal dimension of the building or area served (CBC 1015.2.1).
33. The garage shall be of Type I, II, or IV construction (CBC Section 406.2.4).
34. Multi-story dwelling units contained in buildings with elevators shall comply with the following:
  - a. At least one powder room or bathroom shall be located on the primary entry level (the story of the unit that is served by the building elevator).
  - b. All rooms or spaces located on the primary entry level shall be served by an accessible route and shall comply with Division IV (CBC Section 1102A.3.2).
35. All units shall comply with HUD accessibility requirements.
36. Balcony projection shall be more than 3'-4" from the property line in order to comply with CBC Section 704.2.

46. Prior to the issuance of the building permit, the applicant shall submit to the project planner, for recordation, legal descriptions of the parcels. The project planner will review these descriptions and forward them to Public Works for approval.
47. Prior to the issuance of the building permit, the applicant shall submit a permanent stormwater management plan in compliance with the County's Drainage Policy and NPDES requirements for review and approval by the Department of Public Works. Note: C.3 applies for this project.
48. Prior to final approval, the applicant shall repair a portion of the sidewalk and areas of roadway along Coronado Avenue and Avenue Cabrillo as required by the Department of Public Works Inspector.
49. Prior to recordation of the final subdivision map, the applicant shall submit written certification from the appropriate energy and communication utilities to the Department of Public Works and the Current Planning Section stating that they will provide energy and communication services to the proposed parcels of this subdivision.
50. Prior to the issuance of the building permit, the provision of San Mateo County Grading Ordinance shall govern all grading on and adjacent to this site. Unless exempted by the Grading Ordinance, the applicant may be required to apply for a grading permit upon completion of their review of the plans and should access construction be necessary.
51. Prior to the issuance of the building permit, the applicant shall prepare a plan indicating the proposed method of sewerage for these properties. This plan should be included on the improvement plans and submitted to the Department of Public Works for review.

Upon completion of this review, the applicant or his engineer shall have these approved plans signed by the appropriate Sewer District (Granada Sanitary District).

52. Prior to recordation of the final subdivision map, the applicant shall submit, to both the Department of Public Works and the Current Planning Section, written certification from the appropriate Water District stating that their requirements to provide water service connections to the proposed parcels of this subdivision have been met.
53. Prior to the issuance of the building permit, erosion and sediment control during the course of this grading work shall be according to a plan prepared and signed by the engineer of record and approved by the Current Planning Section. Revisions to the approved erosion and sediment control plan shall be prepared and signed by the engineer and resubmitted and approved by the Building Inspection Section.
54. It shall be the responsibility of the applicant's engineer to regularly inspect the erosion control measures and determine that they are functioning as designed and that proper maintenance is

forward a complete set to the Coastside Fire Protection District for review. The fee schedule for automatic fire sprinkler systems shall be in accordance with the Half Moon Bay Ordinance No. 2006-01. Fees shall be paid prior to plan review. **Installation of underground sprinkler pipe shall be visually inspected and flushed by the Fire District prior to hookup to riser. Any soldered fittings must be pressure tested with trench open.**

61. **Exterior bell and interior horn/strobe:** Required to be wired into the required flow switch on the fire sprinkler system. The bell, horn/strobe and flow switch, along with the garage door opener, are to be wired into a separate circuit breaker at the main electrical panel and labeled.
62. **Smoke detectors which are hardwired:** As per the California Building Code, State Fire Marshal Regulations, and Coastside Fire District Ordinance No. 2007-01, the applicant is required to install State Fire Marshal approved and listed smoke detectors which are **hardwired, interconnected, and have battery backup.** These detectors are required to be placed in each sleeping room and at the point centrally located in the corridor or area giving access to each separate sleeping area. A minimum of one detector shall be placed on each floor. Smoke detectors shall be tested and approved prior to the building final.
63. **Address Numbers:** As per Coastside Fire District Ordinance No. 2007-01, building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBERS SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON-SITE.) The letters/numerals for permanent address signs shall be **4 inches** in height with a minimum 3/4-inch stroke. Such letters/numerals shall be internally illuminated and facing the direction of access. Finished height of bottom of address light unit shall be greater than or equal to 6 feet from finished grade. When the building is served by a long driveway or is otherwise obscured, a reflectorized address sign shall be placed at the entrance from the nearest public roadway. See Fire Ordinance for standard sign.
64. **Roof Covering:** As per Coastside Fire District Ordinance No. 2007-01, the roof covering of every new building or structure, and materials applied as part of a roof covering assemble, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.
65. **Fire Access Roads:** The applicant must have a maintained all-weather surface road for ingress and egress of fire apparatus. The San Mateo County Department of Public Works, the Coastside Fire District Ordinance No. 2007-01, and the California Fire Code shall set road standards. As per the 2007 CFC, dead-end roads exceeding 150 feet shall be provided with a turnaround in accordance with Half Moon Bay Fire District specifications. As per 2007 CFC, Section Appendix D, road width shall not be less than 20 feet. Fire access roads shall be installed and made serviceable prior to combustibles being placed on the project site and maintained during construction.

- b. The project requires preparation of a Negative Declaration or Environmental Impact Report pursuant to the California Environmental Quality Act.
- c. Includes a non-buildout dwelling such as a caretaker's unit.
- d. The parcel is non-conforming or antiquated.

Coastside County Water District

- 73. The applicant shall acquire a total of a 1-1/2-inch service from the Coastside County Water District.



**dcomito@granada.ca.gov**

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**From:** John Rayner <JohnRayner@kennedyjenks.com>  
**Sent:** Wednesday, April 15, 2015 10:17 AM  
**To:** dcomito@granada.ca.gov  
**Subject:** GCSD: Plans for 195 Ave. Cabrillo  
**Attachments:** Sewer plan - 2015-04-15 - 195 Avenue Cabrillo.pdf

Delia,

I have reviewed the attached plans for the sewer to serve the proposed 9 unit condo on Avenue Cabrillo at Coronado Street. I recommend that the plans be approved for construction by the GCSD Board of Directors. Please let me know if you have any questions. Thanks.

John

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**From:** dcomito@granada.ca.gov [mailto:dcomito@granada.ca.gov]  
**Sent:** Wednesday, April 15, 2015 9:53 AM  
**To:** John Rayner  
**Subject:** FW: 195 Avenue Cabrillo

Hi John:

Here's the last of the revisions. FYI, I have been asking for 11" X 17" plans which created some confusion, but I told him the size is irrelevant – we just need the separate sheets. If you can write something up on this for the 4/23 meeting, that will be great. I need it by Friday.

Thanks,

Delia Comito

Granada Community Services District

(650) 726-7093

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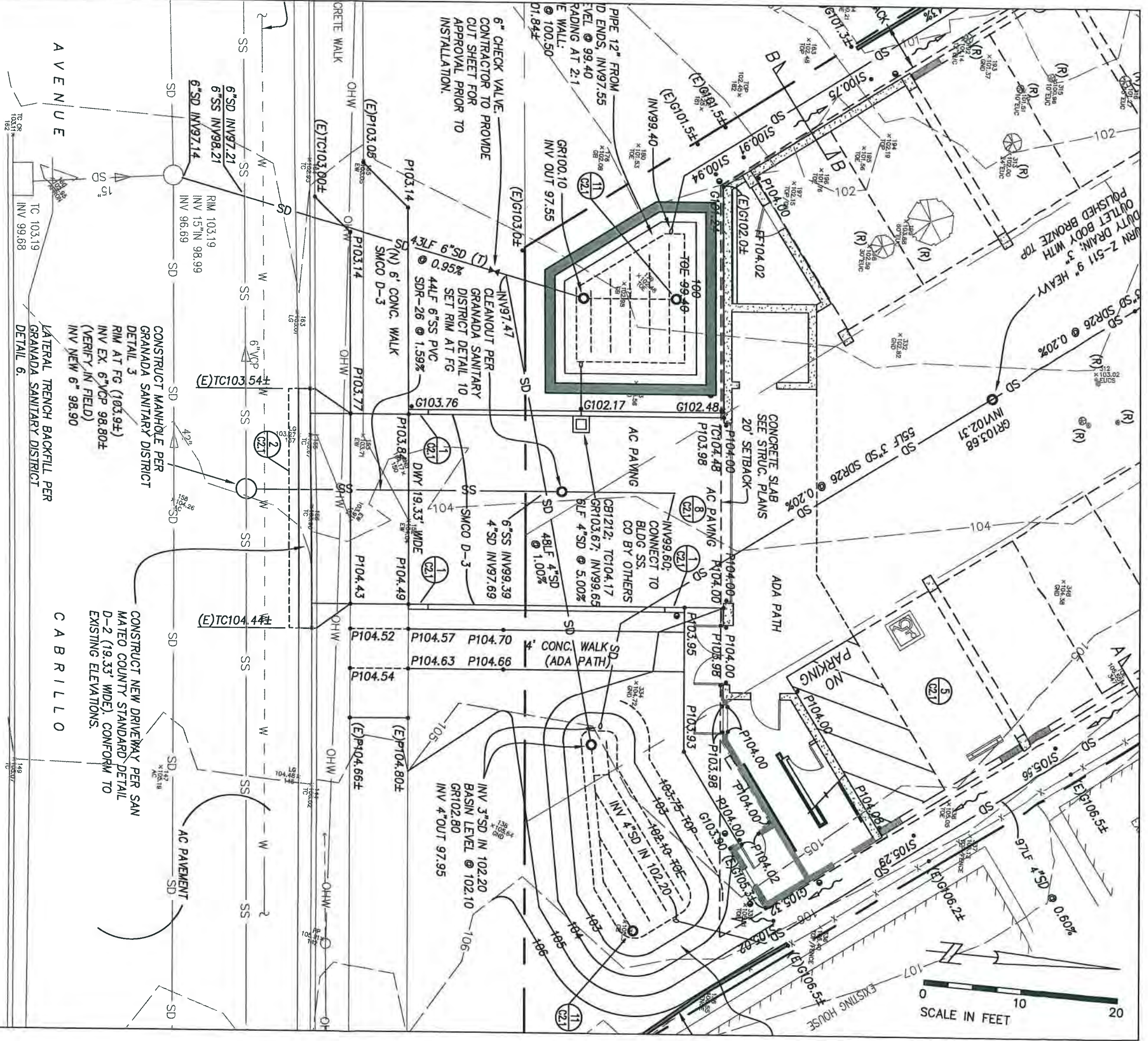
**From:** Craig Overbo [mailto:Craig@BohleyConsulting.com]  
**Sent:** Wednesday, April 15, 2015 9:45 AM  
**To:** dcomito@granada.ca.gov  
**Cc:** 'Cortland Bohacek'  
**Subject:** RE: 195 Avenue Cabrillo

Delia,

Attached is the revised plan set.

---

**Craig Overbo, RCE, LS**  
Bohley Consulting, Inc.  
3150 Almaden Expressway, Suite 150 | San José, CA 95118  
Phone: (408) 265-1600 | Fax: (408) 265-1604



SANITARY SEWER SHALL BE CONSTRUCTED PER GRANADA SANITARY DISTRICT STANDARD SPECIFICATIONS AND DETAILS.

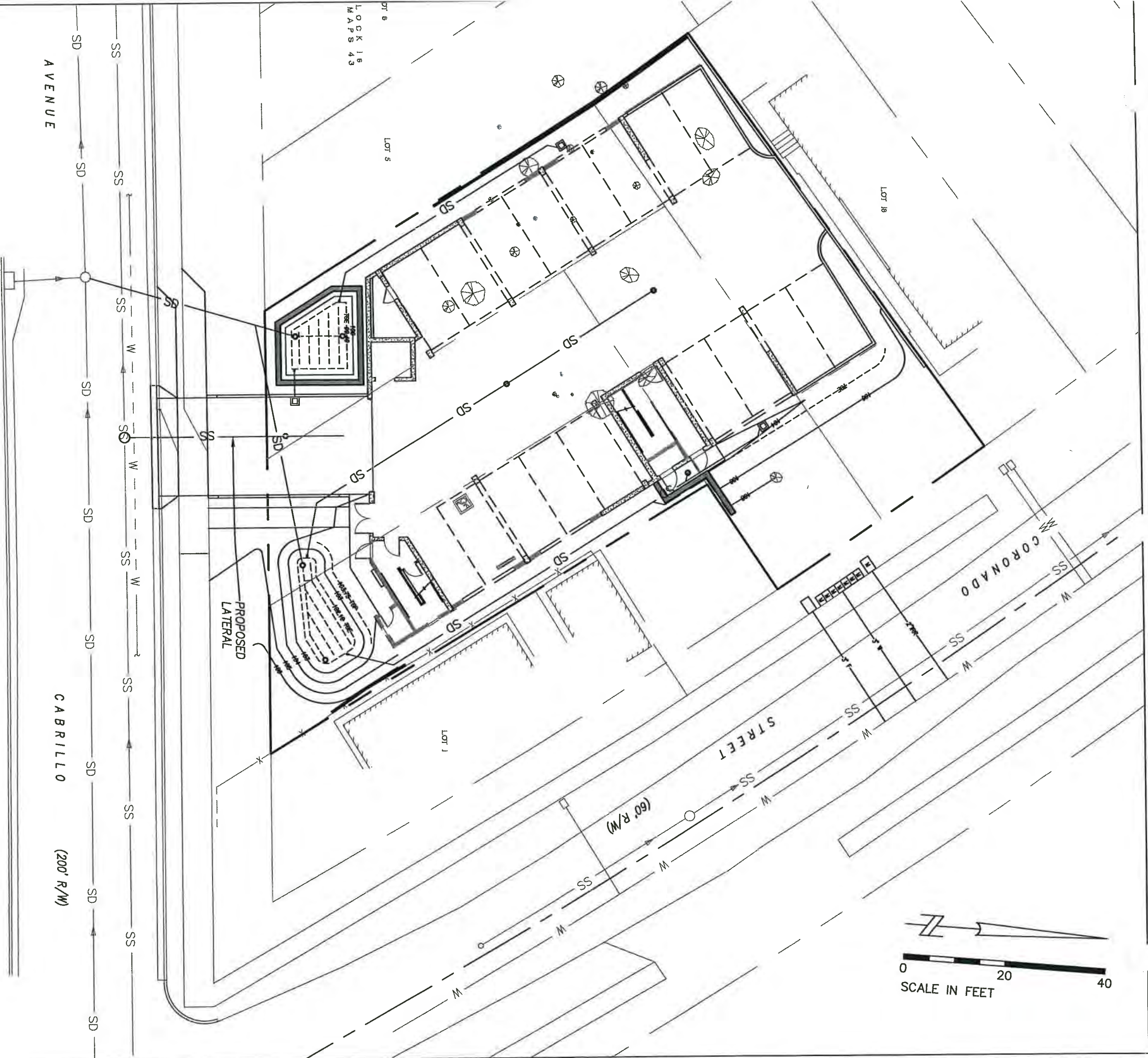


GRADING AND UTILITY PLAN

DATE: 4/15/2015  
SCALE: 1"=10'  
DWG: C-BASE  
JOB No. 20F 5

OCEAN VIEW PLACE CONDOMINIUMS  
SANITARY SEWER  
195 AVENUE CABRILLO, EL GRANADA, CA  
APN 047-271-200

**BOHLEY CONSULTING**  
3150 ALMADEN EXPRESSWAY, SUITE 150  
SAN JOSE, CA 95118  
(408) 265-1600 • FAX (408) 265-1604



OVERALL SITE PLAN

PAGE 1 OF 3

DATE: 4/15/2015  
 SCALE: 1"=20'  
 DWG: C-BASE  
 JOB No. 200725

OCEAN VIEW PLACE CONDOMINIUMS  
 SANITARY SEWER  
 195 AVENUE CABRILLO, EL GRANADA, CA  
 APN 047-271-200

**BOHLEY**  
**CONSULTING**  
 3150 ALMADEN EXPRESSWAY, SUITE 150  
 SAN JOSE, CA 95118  
 (408) 265-1600 • FAX (408) 265-1604

**PROJECT OVERVIEW**

APN: 047-271-200  
 Lot Size: 10,625.3 sq. ft. - .244 acres  
**Development Standards and Zoning Requirements**  
 Maximum Density: 34.0 units/acre  
 Zoning: R-3.5-3D/RCDD  
**Proposed Development**  
 Density: 8 units plus 1 affordable unit  
 Front Setback: 20 ft.  
 Rear Setback: 20 ft.  
 Side Setback: 5 ft. (10 ft. from Coronado Avenue)  
 Lot Coverage: 5.134 sq. ft. or 48.3 % (allowed up to 30 %)  
 Maximum Height: 32.5 ft. (allowed 36 ft.)  
 Living Area: 8,004 sq. ft.  
 Pool: 685 sq. ft.  
 Roof Area: 5,652 sq. ft.

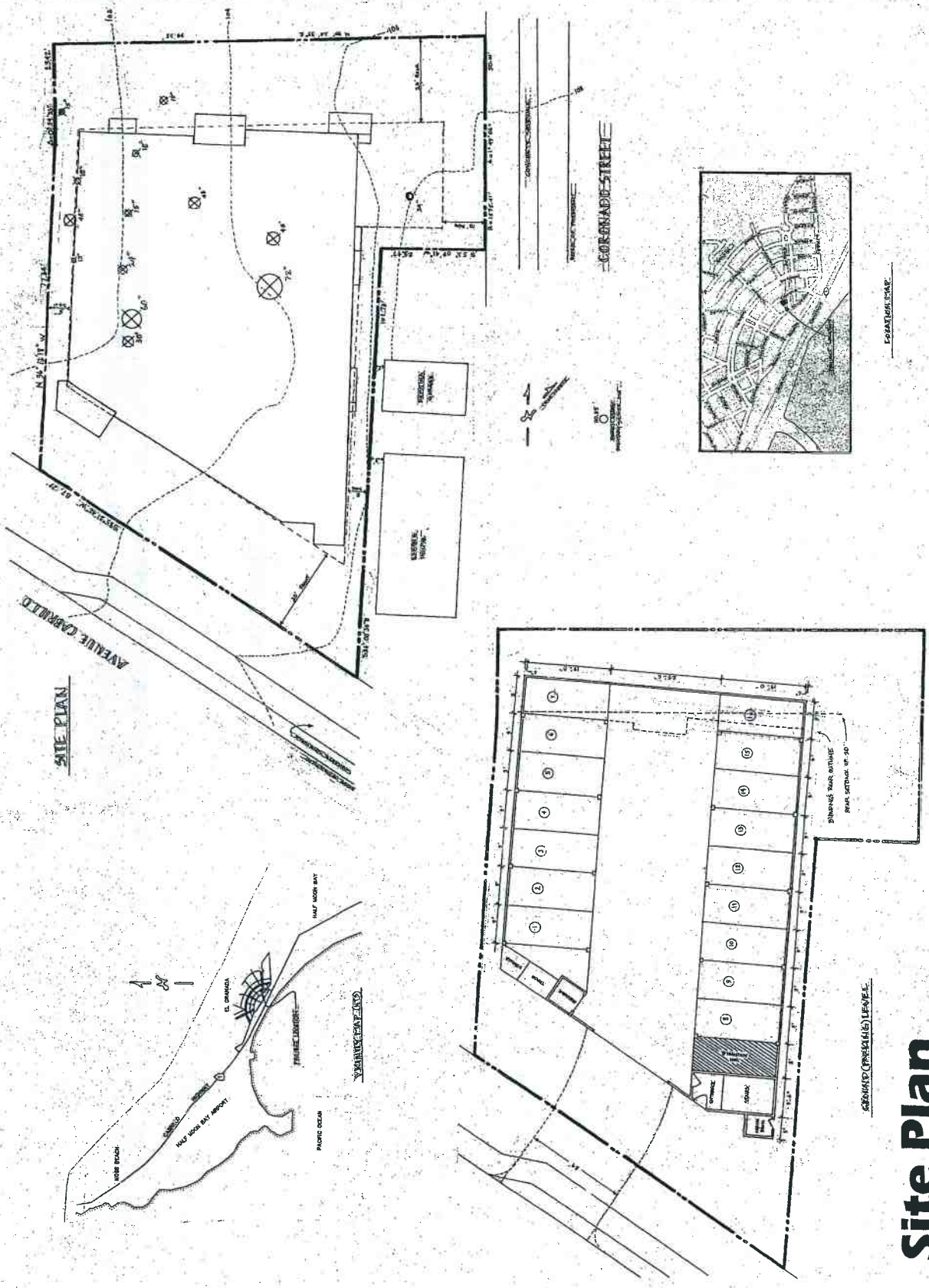
**Trees to be removed**  
 13 escarpment trees  
**Setback Encroachments**  
 Pylon encroach the front setback by 6', left side setback by 2', right side setback by up to 1'; and rear setback by up to 3'.

**PROJECT:**  
 OCEAN VIEW TERRACE  
 CONDOMINIUMS,  
 AVENUE CARRILLO

**CONTRACTOR:**  
 TERRACE HOMES  
 926 WOODSIDE ROAD  
 REDWOOD CITY, CA

**SITE PLAN**  
 SCALE: 1" = 10'-0"

**MORTAZAVI CONSULTING**  
 PLANNING & BUILDING DESIGN  
 (916) 334-9911, mtc@mortazavi.com



**Site Plan**

**San Mateo County Planning Commission's Meeting**

Owner/Applicant: Jim Irizarry

File Numbers: PLN 2008-00218

Attachment: D

**Condominium Specification**

**First Floor, West Side:**

- Unit 1: 1,046 sq. ft., 27 sq. ft. patio, 2 bedrooms & 2 baths
- Unit 2: 1,012 sq. ft., 107 sq. ft. patio, 2 bedrooms & 2 baths

**First Floor, East Side:**

- Unit 3: 687 sq. ft., 37 sq. ft. patio, 1 bedroom & 1 bath
- Unit 4: 648 sq. ft., 27 sq. ft. patio, 1 bedroom & 1 bath
- Unit 5: 650 sq. ft., 50 sq. ft. patio, 1 bedroom & 1 bath

**Second Floor, West Side:**

- Unit 6: 1,020 sq. ft., 83 sq. ft. patio, 2 bedrooms & 2 baths
- Unit 7: 1,071 sq. ft., 105 sq. ft. patio, 2 bedrooms & 2 baths

**Second Floor, East Side:**

- Unit 8: 810 sq. ft., 40 sq. ft. patio, 2 bedrooms & 2 baths
- Unit 9: 1,003 sq. ft., 141 sq. ft. patio, 2 bedrooms & 2 baths

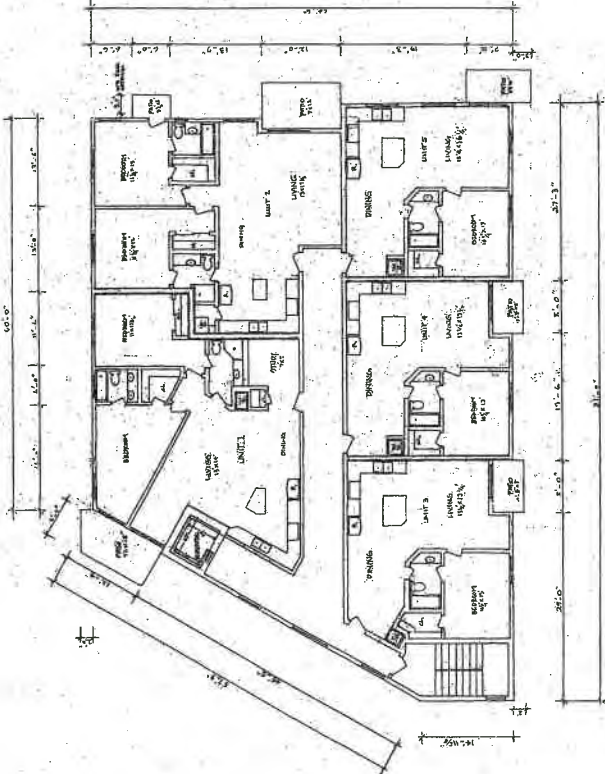
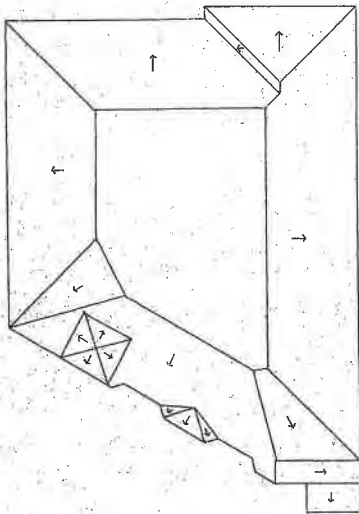
PROJECT:  
OCEAN VIEW TERRACE  
CONDOMINIUMS,  
AVENUE CABRILLO

CONTRACTOR:  
TERRACE HOMES  
926 WOODSIDE ROAD  
REDWOOD CITY, CA

FLOOR PLANS,  
ROOF PLAN  
SCALE: 1/8" = 1'-0"

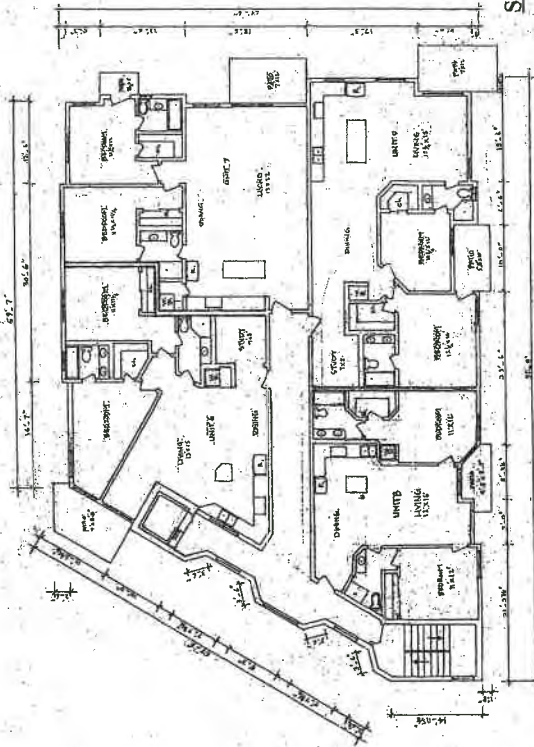
WORZAN CONSULTING  
PLANNING & BUILDING DESIGN  
916 644-0791, worzanc@att.net

**ROOF PLAN**



**FIRST FLOOR PLAN**

**SECOND FLOOR PLAN**



# Floor Plan

## San Mateo County Planning Commission's Meeting

Owner/Applicant: Jim Irizarry

File Numbers: PLN 2008-00218

Attachment: E

**Exterior Elevation Materials**

Roofing: Architectural Dimensional  
 40-year warrantyingles - Brown  
 Roof Pitch: 6 - 12 Horizontal to Vertical  
 Siding: Upper floors - Horizontal  
 wood grain texture  
 Siding: Ground level - Ridge stone veneer  
 transitioning on lower half with horizontal  
 siding on upper half  
 Trim: Board: 2x6 (space around window  
 at corners, ledge between floors and above  
 stone veneer)  
 Finish Board: 2x8 with 2" cove  
 Paint: Base Premium Plus - Steel Glass

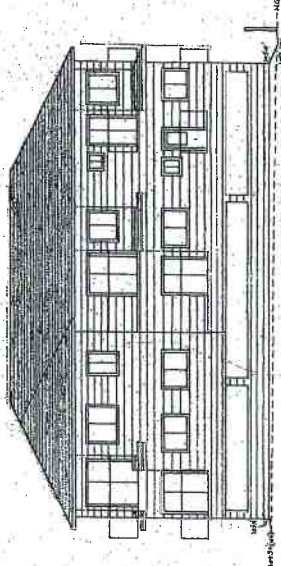
PROJECT:  
**OCEAN VIEW TERRACE  
 CONDOMINIUMS,  
 AVENUE CABRILLO**

CONTRACTOR:  
**TERRACE HOMES  
 976 WOODSIDE ROAD  
 REDWOOD CITY, CA**

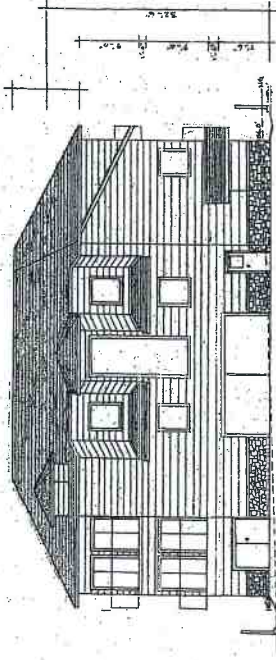
**ELEVATIONS**

SCALE: 1/8" = 1'-0"

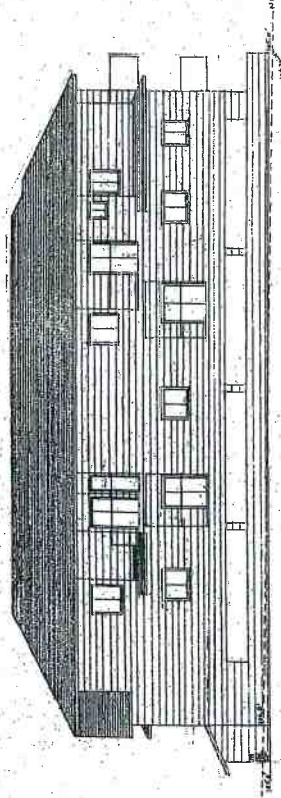
**MORLAZAVI CONSULTING**  
 PLANNING & BUILDING DESIGN  
 (415) 314-4771, [morlazavi@earthlink.net](mailto:morlazavi@earthlink.net)



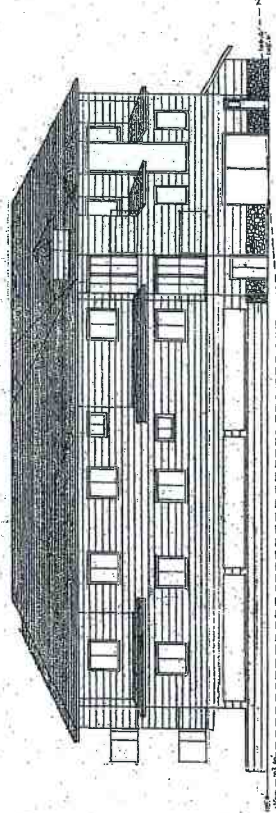
**NORTH**



**SOUTH (AVE. CABRILLO)**



**EAST**



**WEST**

**Elevation**

**San Mateo County Planning Commission's Meeting**

Owner/Applicant: **Jim Irizarry**

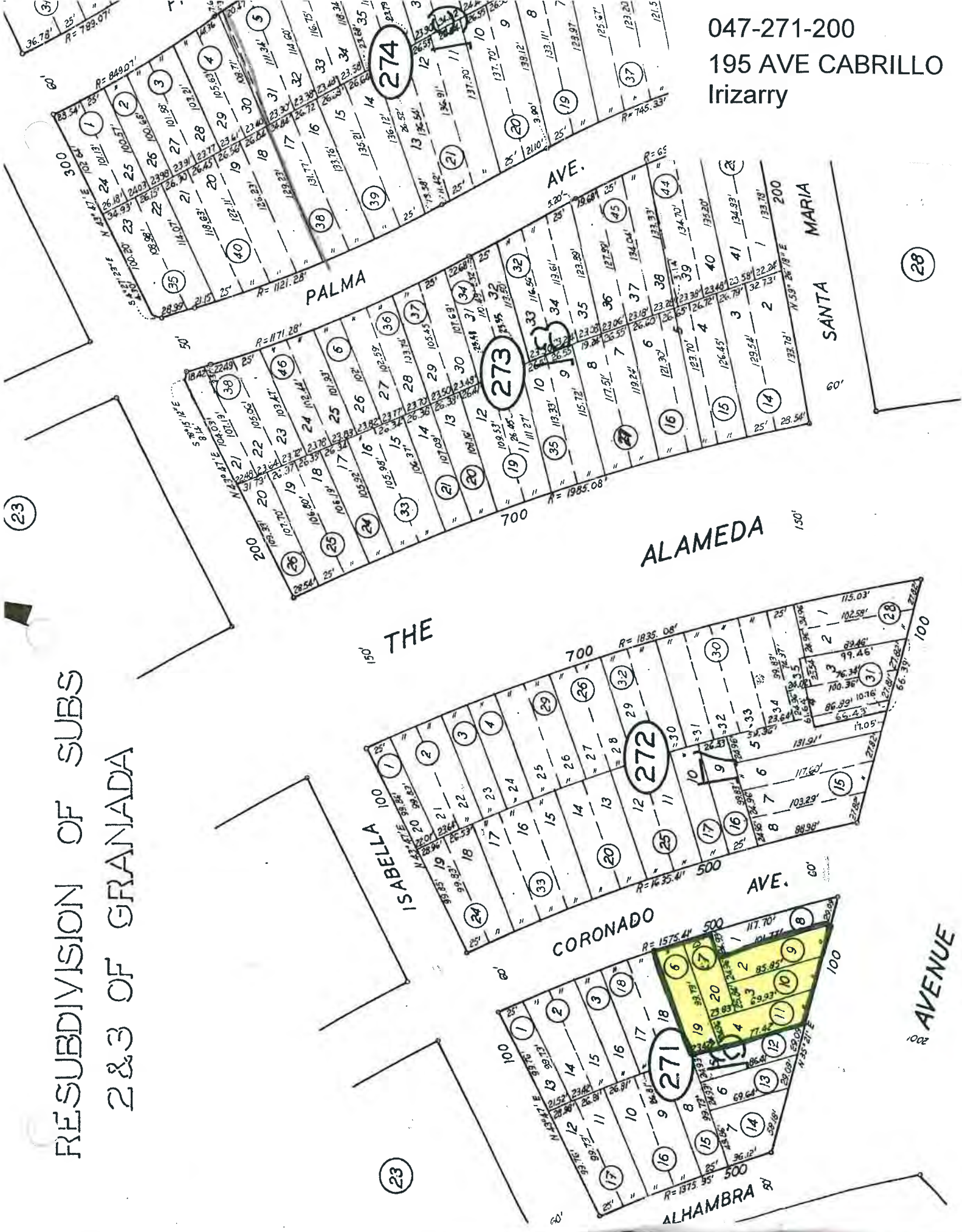
File Numbers: **PLN 2008-00218**

Attachment: **F**



# RESUBDIVISION OF SUBS 2 & 3 OF GRANADA

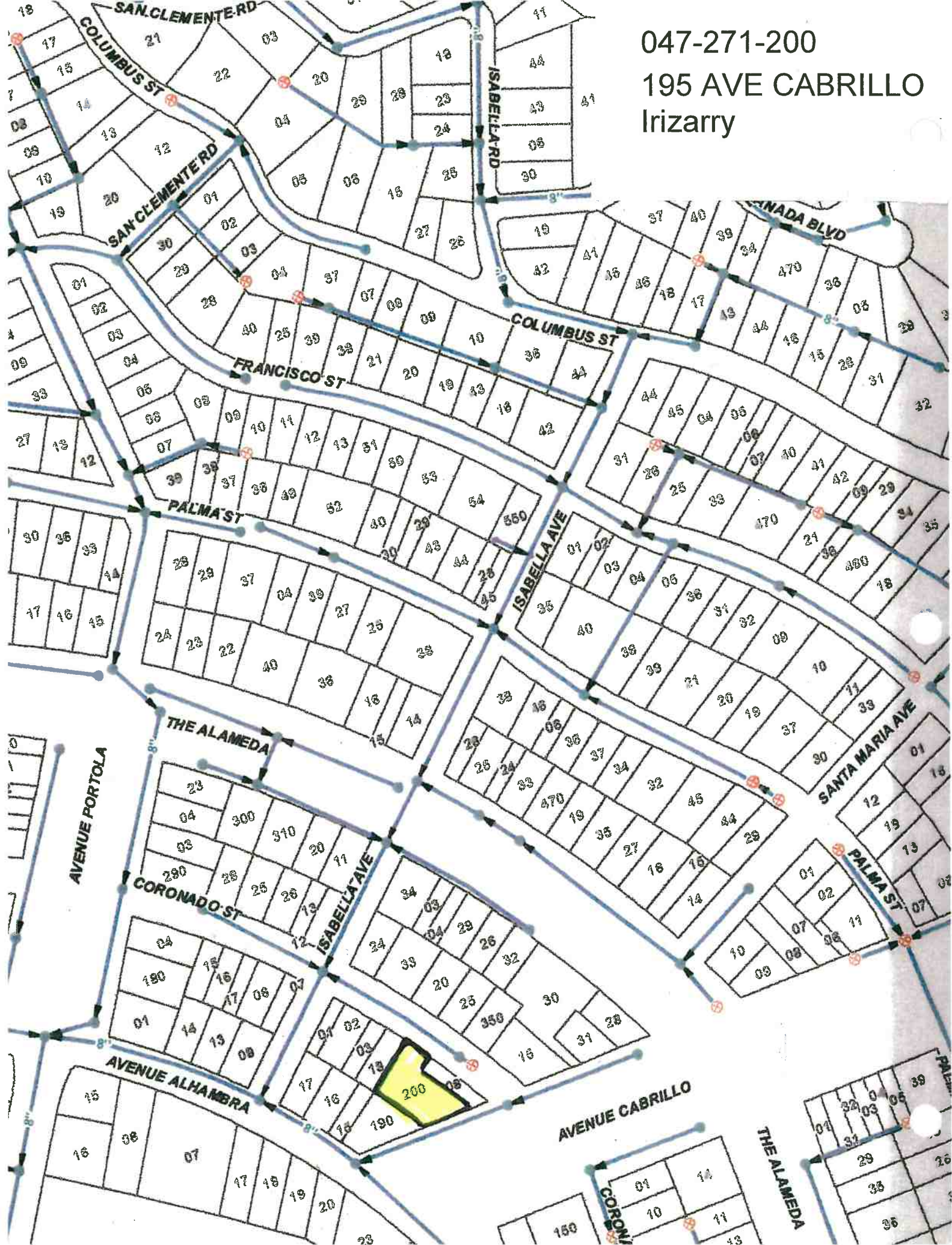
047-271-200  
195 AVE CABRILLO  
Irizarry





047-271-200

195 AVE CABRILLO  
Irizarry



## Agenda Item

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2

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GRANADA COMMUNITY SERVICES DISTRICT

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AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, District Administrator  
Subject: Consideration of Sewer Permit for 12-Unit Mavericks Apartment Project at Ave. Portola & Coronado St., APN: 047-206-230, Owner: Cypress Group Dev.  
Date: April 23, 2015

---

This Item is presented for Board consideration to approve a Class 1B (multiple unit) sewer permit for the above referenced project. Under District Resolution No. 2000-004, the District Administrator does not have the authority to issue a Class 1B permit requiring more than two (2) equivalent residential units (ERUs) of wastewater treatment capacity. The District Engineer has reviewed and approved the sewer plan for this project.

The sewer permit application for this project was received on March 15, 2015 with all required documentation. The project is located on a 16,909 sq. ft. parcel in the R-3/S-3/DR zoning district, a multiple-family residential district, with a minimum lot size of 5,000 sq. ft. The proposed "Mavericks Apartment" project, is a 3-story, 12-unit apartment complex, located on Avenue Portola at Coronado Street. A Certificate of Compliance was recorded on July 29, 2013 in the San Mateo County Recorder's office. In September 2014, the San Mateo County Planning Commission conditionally approved a Coastal Development and Design Review Permit, and certification of a Mitigated Negative Declaration for this project. Zoning allows 13.5 units base on 1,250 sq. ft. per dwelling unit.

Tim Henderson, a representative of the parcel owner, has indicated he will likely attend the meeting to answer questions regarding the project. Should the Board approve a Class 1B sewer permit for this project, the applicant must submit a San Mateo County Building Department "pick-up notice" to the District and pay the permit fees due for permit issuance. The parcel is assessed one (1) ERU non-contingent assessment (NCAs) and requires twelve, one for each dwelling unit. The NCA purchase price for fiscal year 14/15 is \$8,240.57 per ERU and will increase effective July 1, 2015. A calculation of the permit fees due for this project, effective through June 30, 2015, follows:

Connection Fee @ 4,700 per living unit:	56,400.00
Contingent Assessment Fee @ 8,371.36 per ERU:	100,456.32
Non Contingent Assessment Fee @ \$8,240.57 X 11:	90,646.27
TOTAL FEES:	<u>\$247,502.59</u>

The documents listed below are provided for this Item:

- Sewer Permit Application
- Confirmation of Non-contingent Assessment
- Certificate of Compliance
- P&B Letter of Decision
- District Engineer's email approving sewer plans
- Approved Sewer Plans
- Project Plans
- Assessor's Parcel Map
- GCSD Mainline Map

## SEWER PERMIT APPLICATION

**Parcel** Assessor's Parcel Number(s): 047-206-230 Lot(s): 4-10 Block: 26

**Data:** Address/Location: \_\_\_\_\_

**Owner:** Name(s) TIM HENDERSON  
CYPRESS GROUP DEVELOPMENT, LLC Phone: 408.867.8813 Fax #: 408.867.8815  
 Address: 20640 THIRD ST, #600 SARATOGA CA, 95070 Cell #: 408.529.9651

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

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

**Type of Work:** (Check one)  
 New Construction  Remodel/Addition \_\_\_\_\_ Demolition \_\_\_\_\_ Mainline Ext. \_\_\_\_\_

**Project Description:** (Check one)  
 Single Family Dwelling \_\_\_\_\_ Multiple Unit Residential   
 In-law Unit/Auxiliary Structure \_\_\_\_\_ Hotel/Condo/B&B \_\_\_\_\_  
 Commercial Building/Warehouse \_\_\_\_\_ Mixed Use \_\_\_\_\_  
 Other \_\_\_\_\_ Explain: \_\_\_\_\_

**General Information:** (Complete applicable sections)  
 Parcel Sq. Ft.: 16,909 Structure(s) Sq. Ft.: 16,518 Garage Sq. Ft.: 7,842  
 No. of Bedrooms: 26 No. of Baths: 24 No. of Offices: 0  
 No. of Living Units: 12 If Mixed Use, what is Living Unit Sq. Ft?: 0  
 No. of Trees to be Removed: 24 Is tree removal for lateral placement? NO

Additional Comments: \_\_\_\_\_

- In consideration of granting this permit, the undersigned agrees:
1. To accept and abide by all provisions of the Granada Sanitary District Code.
  2. To notify the District when the sewer is ready for connection to the sewer main.
  3. In the event that all required planning approvals are not final, the application shall be deemed incomplete, and any permit issued may be revoked.
  4. To provide the District with the final Building Plans for this project if requested, prior to permit issuance.

**Signature:** [Signature] Print Name: TIM HENDERSON Date: 3/17/15

<b>FOR DISTRICT USE ONLY</b> (Please do not write below this line)		
<input checked="" type="checkbox"/> Planning Approval Letter	<input type="checkbox"/> Pick up Notice	<input checked="" type="checkbox"/> Plans/Elevations
<input checked="" type="checkbox"/> Grant Deed/Legal Description	<input type="checkbox"/> Topographical Map	<input type="checkbox"/> Agent Form
<input checked="" type="checkbox"/> Application Fee \$ <u>150-</u>	<input checked="" type="checkbox"/> Is there a ML to serve?	<input type="checkbox"/>
<input type="checkbox"/> Other: _____	<input type="checkbox"/> Is App. Complete?	<input type="checkbox"/>
<input checked="" type="checkbox"/> No. of Connections	<input type="checkbox"/> No. of NCA's on parcel	RECEIVED BY: <u>DC</u> DATE: <u>3.23.15</u>

**Granada Sanitary District**  
**2003 Refunding Sewage Treatment Facility Reas**  
**2014-15 Fiscal Year Tax Roll Levy**

	<b>APN</b>	<b>Total Levy</b>	<b>ERU's</b>
605	047-206-230	\$379.54	1.00

Recorded at the Request of,  
and When Recorded Return to:  
Pete Bentley, Project Planner  
Planning and Building Department  
455 County Center, 2nd Floor  
Mail Drop PLN122  
Redwood City, CA 94063

For Clerk Use Only

**2013-109948 CONF**

9:51 am 07/29/13 CC Fee: 30.00

Count of pages 6

Recorded in Official Records

County of San Mateo

Mark Church

Assessor-County Clerk-Recorder



Exempt from Fees Pursuant to Government  
Code Section 27383

County of San Mateo  
Planning and Building Department

### CERTIFICATE OF COMPLIANCE

Pursuant to Government Code Section 66499.35(a)

Planning File No. PLN 2013-00190

The County of San Mateo has received a request from Cypress Group Development, LLC, 20640 Third Street, Suite 600, Saratoga, CA 95070 to determine if real property owned by Loretta M. Mccavitt TR and Bernard & Loretta M. Mccavitt TR, Assessor's Parcel Number 047-206-230 (Lots 4-10), and further described below, complies with the provisions of the California Subdivision Map Act and the San Mateo County Subdivision Ordinance.

#### Property Description

Situated in El Granada, unincorporated County of San Mateo, State of California, and being Lots 4-10, Block 26, as shown on that certain subdivision map entitled, "Plat of Resubdivision Numbers 2 and 3 of Granada" which was filed for record in Book 6 of Maps, page 29, on August 4, 1908, San Mateo County records, being more particularly described as follows:

BEGINNING at the most southerly corner of Lot 4;

1. Thence along the southwesterly line of said Lot, North 67°25'30" West, a distance of 106.41 feet, to the most westerly corner of said Lot;
2. Thence along the northwesterly line of said Lot, North 19°59'24" East, a distance of 24.05 feet, to the curved southwesterly line of Lots 9-10, said bearing being radial to said curve;
3. Thence along said curve, being a curve to the left, having a radius of 1,475.68 feet, through a central angle of 00°56'49", an arc length of 24.39 feet, to the westerly corner of Lot 10;

4. Thence along the northwesterly line of said Lot, being a radial line, North 19°02'36" East, a distance of 99.73 feet, to the northerly corner of said Lot, being a point on the southwesterly curved line of Coronado Street;
5. Thence along said curve, being a curve to the right, having a radius of 1,575.41 feet, through a central angle of 05°27'45", an arc length of 150.20 feet, to the easterly corner of Lot 8, being a point on the northwesterly line of Avenue Portola, a radial line to said point bears North 24°30'20" East;
6. Thence along said northwesterly line, South 28°08'42" West, a distance of 124.95 feet, to the Point of Beginning.

The herein described parcel is shown on the attached map, Exhibit B, of this legal description, and is made a part hereof.

Containing an area of 16,909 square feet (0.38818 acres), more or less.


The above described lots are original subdivision lots as shown on that certain Map referenced above and recorded on August 4, 1908.

These, above referenced lots, were conveyed separately from other adjacent lots, by deeds, recorded in the office of the County Recorder of San Mateo County, State of California in the years between 1915 and 1941.

As such, the cited conveyance of these lots occurred prior to the County initially adopting Subdivision Ordinance No. 595 on July 20, 1945; thus, qualifying for the Type "A" Certificate of Compliance. The subject Certificate of Compliance (Type A) shall represent Lots 4, 5, 6, 7, 8, 9, and 10 as one single, legal developable parcel.

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

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

  
\_\_\_\_\_  
Jim Eggemeyer, Community Development Director  
County of San Mateo

7/15/13  
\_\_\_\_\_  
Date





County of San Mateo

**Planning & Building Department**

455 County Center, 2nd Floor  
Redwood City, California 94063  
650/363-4161 Fax: 650/363-4849

Mail Drop PLN122  
plngbldg@smcgov.org  
www.co.sanmateo.ca.us/planning

September 16, 2014

Cypress Group Development, LLC  
Attn: Tim Henderson  
20640 Third Street, #600  
Saratoga, CA 95070

Dear Mr. Henderson:

Subject: **LETTER OF DECISION**  
File Number: PLN2014-00126  
Location: Coronado Street & Avenue Portola in unincorporated El Granada  
APN: 047-206-230

On September 10, 2014, the San Mateo County Planning Commission considered a Coastal Development Permit, Design Review Permit & Grading Permit, pursuant to Sections 6328.4 and 6565.3, respectively, of the San Mateo County Zoning Regulations and Section 8602.1 of the San Mateo County Ordinance Code, and certification of a Mitigated Negative Declaration, pursuant to the California Environmental Quality Act, to construct a three-story, 12-unit residential apartment complex. The project site is located at the southwest corner of Coronado Street and Avenue Portola in the unincorporated El Granada area.

Based on information provided by staff and evidence presented at the hearing, the Planning Commission approved the project by adopting the required findings and conditions of approval as identified in Attachment A.

Any interested party aggrieved by the determination of the Planning Commission has the right of appeal to the Board of Supervisors within ten (10) business days from such date of determination. The appeal period for this matter will end at 5:00 p.m. on September 24, 2014.

Please direct any questions regarding this matter to Mike Schaller, Senior Planner, at (650)363-1849 or Email: [mschaller@smcgov.org](mailto:mschaller@smcgov.org).

Sincerely,

Heather Hardy  
Planning Commission Secretary

County of San Mateo  
Planning and Building Department

**FINDINGS AND CONDITIONS OF APPROVAL**

Permit or Project File Number: PLN 2014-00126

Hearing Date: September 10, 2014

Prepared By: Michael Schaller  
Senior Planner

Adopted By: Planning Commission

**FINDINGS**

Regarding the Mitigated Negative Declaration, Found:

1. That the Mitigated Negative Declaration is complete, correct, and adequate and prepared in accordance with the California Environmental Quality Act (CEQA) and applicable State and County Guidelines.
2. That, on the basis of the Initial Study, comments received, and testimony presented and considered at the public hearing, there is no substantial evidence that the project if subject to the mitigation measures contained in the Mitigated Negative Declaration will have a significant effect on the environment.
3. That the Mitigated Negative Declaration reflects the independent judgment and analysis of San Mateo County.
4. That the documents and other material constituting the record for these proceedings are located at the Planning and Building Department for the County of San Mateo, 455 County Center, 2nd Floor, Redwood City, CA 94063, and are available for review.
5. That the mitigation measures in the Mitigated Negative Declaration and agreed to by the applicant and placed as conditions on the project have been incorporated into the Mitigation Monitoring and Reporting Plan in conformance with the California Public Resources Code Section 21081.6.

Regarding the Coastal Development Permit, Found:

6. That the project, as described in the application and accompanying materials required by Section 6328.7 and as conditioned in accordance with Section 6328.14, conforms to the plans, policies, requirements and standards of the San Mateo County Local Coastal Program as discussed in the staff report under Section A.2, including protection of visual resources.

Regarding the Design Review Permit, Found:

7. That the project has been reviewed by the Coastside Design Review Committee and found to be in compliance with the Design Review Standards pursuant to Section 6565.17 of the San Mateo County Zoning Regulations and the Community Design Manual. The Committee reviewed the

proposed project at their June 12, 2014 meeting and recommended that the Planning Commission approve the project, subject to conditions which have been included in this attachment.

Regarding the Grading Permit, Found:

8. That the project will not have a significant adverse effect on the environment. Staff performed an Initial Study, pursuant to the California Environmental Quality Act (CEQA), and determined that the project, if undertaken with appropriate mitigation measures, would not have a significant adverse impact on the environment. The Mitigated Negative Declaration's mitigation measures have been incorporated into the recommended conditions of approval to ensure that the project will have no adverse impacts to the environment.
9. That the project satisfies the criteria of the San Mateo County Grading Ordinance and is consistent with the General Plan. The project has been reviewed against the applicable policies of the San Mateo County General Plan and found, as proposed and conditioned, to be consistent with its goals and objectives, specifically with regard to Visual Resources. The project, as proposed and conditioned, complies with the standards in the Grading Ordinance, including those relative to preparation of an erosion and sediment control plan, and dust control plan.

**CONDITIONS OF APPROVAL**

Current Planning Section

General Conditions

1. This approval applies only to the proposal as described in this report and materials submitted for review and approval by the Planning Commission on September 10, 2014. The Community Development Director may approve minor revisions or modifications to the project if they are found to be consistent with the intent of and in substantial conformance with this approval.
2. These permits shall be valid for two (2) years from the date of approval in which time a building permit shall be issued. Any extension of the permits shall require submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
3. The California Department of Fish and Wildlife (DFW) has determined that this project is not exempt from DFW California Environmental Quality Act filing fees per Fish and Game Section 711.4. The applicant shall pay to the San Mateo County Clerk/Recorder's Office an amount of \$2,181.25 (plus the \$50.00 administrative fee) at the time of filing of the Notice of Determination by the County Planning and Building Department staff within ten (10) business days of the approval.

Mitigation Measures

4. The County shall require construction contractors to implement the following Bay Area Air Quality Management District (BAAQMD) Basic Construction Mitigation Measures, listed below:
  - a. All exposed surfaces (e.g., parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two times per day.

- b. All haul trucks transporting soil, sand, or other loose material into or off-site shall be covered.
  - c. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited.
  - d. All vehicle speeds on unpaved roads shall be limited to 15 miles per hour.
  - e. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible.
  - f. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations [CCR]). Clear signage shall be provided for construction workers at all access points.
  - g. All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified mechanic and determined to be running in proper condition prior to operation.
  - h. Post a publicly visible sign with the telephone number and person to contact at the County regarding the project. The County shall respond and take corrective action within 48 hours. The BAAQMD's phone number shall also be visible to ensure compliance with applicable regulations.
5. The project applicant shall inform its contractor(s) of the sensitivity of the project area for historical, archaeological, or paleontological resources by including the following directive in contract documents:

*If prehistoric or historical archaeological deposits are discovered during project activities, all work within 25 feet of the discovery shall be stopped and a qualified archaeologist contacted to assess the situation, consult with agencies as appropriate, and make recommendations regarding the treatment of the discovery. Project personnel shall not collect or move any archaeological materials or human remains and associated materials. Archaeological resources can include flaked-stone tools (e.g., projectile points, knives, choppers) or obsidian, chert, basalt, or quartzite toolmaking debris; bone tools; culturally darkened soil (i.e., midden soil often containing heat-affected rock, ash and charcoal, shellfish remains, faunal bones, and cultural materials); and stone-milling equipment (e.g., mortars, pestles, handstones). Prehistoric archaeological sites often contain human remains. Historical materials can include wood, stone, concrete, or adobe footings, walls, and other structural remains; debris-filled wells or privies; and deposits of wood, glass, ceramics, metal, and other refuse.*

6. Implementation of the following measures would reduce potential impacts to cultural and historical resources including buried and unknown archaeological and paleontological resources to a less than significant level:
- a. If any commonly recognized sensitive cultural resource such as human formed artifacts, including projectile points, grinding stones, bowls, baskets, historic bottles, cans, or trash deposits are encountered during project construction, every reasonable effort shall be made to avoid the resource. Work shall stop within 100 feet of the object(s) and the contractor shall

- contact the District. No work shall resume within 100 feet until a qualified cultural and/or historical resources expert can assess the significance of the find.
- b. A reasonable effort shall be made by the District to avoid or minimize harm to the discovery until significance is determined and an appropriate treatment can be identified and implemented. Methods to protect finds include fencing and covering with protective material such as culturally sterile soil or plywood.
  - c. If vandalism is a threat, 24-hour security shall be provided.
  - d. Construction outside of the find location can continue during the significance evaluation period and while mitigation for cultural and/or historical resources is being carried out, only if a qualified cultural and/or historical resources expert is present on-site monitoring any additional subsurface excavations within 100 feet of the find.
  - e. If a resource cannot be avoided, a qualified cultural and/or historical resources expert shall develop an appropriate Archaeological or Paleontological Action Plan for treatment to minimize or mitigate the adverse effects. The District shall not proceed with reconstruction activities within 100 feet of the find until the Action Plan has been reviewed and approved by the District General Manager.
  - f. Findings will be detailed in a professional report in accordance with current professional standards. Any non-grave associated artifacts will be curated with an appropriate repository.
  - g. Project documents shall include a requirement that project personnel shall not collect cultural and/or historical resources encountered during construction. This measure is consistent with Federal Guideline 36 Code of Federal Regulations 800.13(a) for invoking unanticipated discoveries.
7. If human remains are encountered, all work within 100 feet of the remains shall cease immediately and the contractor shall contact the District. The District shall contact the San Mateo County Coroner to evaluate the remains, and follow the procedures and protocols set forth in Section 15064.5(e) of the CEQA Guidelines. No further disturbance of the site or any nearby area reasonably suspected to overlie adjacent remains shall occur until the County Coroner has made a determination of origin and disposition, which shall be made within two (2) working days from the time the Coroner is notified of the discovery, pursuant to State Health and Safety Code Section 7050.5 and Public Resources Code Section 5097.98. If the remains are determined to be Native American, the Coroner will notify the Native American Heritage Commission (NAHC) within 24 hours, which will determine and notify the Most Likely Descendant (MLD). The MLD may recommend within 48 hours of their notification by the NAHC the means of treating, with appropriate dignity, the human remains and grave goods. In the event of difficulty locating an MLD or failure of the MLD to make a timely recommendation, the human remains and grave goods shall be reburied with appropriate dignity on the property in a location not subject to further subsurface disturbance.
8. The applicant shall implement the following stormwater quality best management practices (BMPs) during project construction:
- a. Temporary Erosion Controls – Prior to the issuance of a building permit, the applicant shall submit a construction-phase erosion control plan for review and approval. Said plan shall

protect downslope drainage courses, streams, and storm drains with hay bales, silt fences, berms or storm drain inlet filters. Temporary silt fences shall be installed on contour at a minimum of 25 feet to the downstream/downhill side of any excavation or backfill. Silt fencing shall be inspected and any necessary repairs made by the applicant daily prior to any excavation or backfill.

- b. Equipment Storage – A separate area shall be designated for equipment maintenance and fueling, away from any slopes, watercourses or drainage facilities. Where equipment is expected to be stored for more than a few days, cleanup materials and tools shall be kept nearby and available for immediate use. Equipment shall not be stored in areas that would potentially drain to watercourses or drainage facilities. If equipment must be stored in areas with the potential to generate runoff, drip pans, berms, sandbags or absorbent booms shall be employed to contain any leaks or spills. Equipment shall be inspected daily for leaks or damage and promptly repaired.
  - c. Staging Areas – Runoff that may potentially leave any staging area shall be contained to within the staging area by a suitable means, e.g., strawlogs, straw mulch, silt fencing, temporary berms, settling basins or any combination thereof.
  - d. Revegetation – All bare soil surfaces resulting from construction activities shall be hydro-seeded or covered with mulch no later than 7-days following the disturbance.
  - e. Winterization – If project construction extends beyond October 1, the applicant shall winterize the project site and any staging areas. Winterization shall include, at a minimum, removal or securing of any stockpiled materials; removing equipment from the vicinity; covering any vertical excavation faces with plastic sheeting secured with sandbags; mulching all other excavations with rice straw; ensuring positive drainage through any remaining work sites, and revegetation of all bare or disturbed areas.
9. The applicant shall use the following BMPs to minimize potential adverse effects of the project to groundwater and soils from chemicals used during construction activities:
- a. Follow manufacturer's recommendations on use, storage and disposal of chemical products used in construction.
  - b. Avoid overtopping construction equipment fuel gas tanks.
  - c. Provide secondary containment for any hazardous materials temporarily stored on-site.
  - d. During routine maintenance of construction equipment, properly contain and remove grease and oils.
  - e. Perform regular inspections of construction equipment and materials storage areas for leaks and maintain records documenting compliance with the storage, handling and disposal of hazardous materials.
10. The applicant shall prepare a comprehensive stormwater pollution and erosion control plan for the project. Erosion control measures shall be in place prior to the start of construction activities and remain in place throughout all phases of project construction. The plan must provide a BMP monitoring and maintenance schedule and identify parties responsible for monitoring and

maintenance of construction-phase BMPs. Erosion and water quality control measures identified in the plan must comply with the County of San Mateo Department of Public Work's Contract Requirements for Erosion and Sediment Control and, at a minimum include, but not be limited to, the following measures (County of San Mateo, 2013a; County of San Mateo, 2013b):

- a. Temporary erosion control measures (such as silt fences, staked straw bales, and temporary revegetation) shall be employed for disturbed areas. No disturbed surfaces will be left without erosion control measures in place. Filtration materials shall be used on all storm drain covers to remove sediment from dewatering effluent.
- b. Sediment shall be retained on-site by a system of sediment basins, traps, or other appropriate measures.
- c. A spill prevention and countermeasure plan shall be developed that will identify proper storage, collection, and disposal measures for potential pollutants (such as fuel, fertilizers, pesticides, etc.) used on-site. The plan will also require the proper storage, handling, use, and disposal of petroleum products.
- d. Construction activities shall be scheduled to minimize land disturbance during peak runoff periods and to the immediate area required for construction. Existing vegetation will be retained where possible. To the extent feasible, grading activities shall be limited to the immediate area required for construction. All denuded areas shall be stabilized and erosion control measures maintained continuously between October 1 and April 30.
- e. Surface waters, including ponded waters, must be diverted away from areas undergoing grading, construction, excavation, vegetation removal, and/or any other activity which may result in a discharge to the receiving water. Diversion activities must not result in the degradation of beneficial uses or exceedance of water quality objectives of the receiving waters. Any temporary dam or other artificial obstruction constructed must only be built from materials such as clean gravel which will cause little or no siltation. Normal flows must be restored to the affected stream immediately upon completion of work at that location.
- f. Sediment shall be contained when conditions are too extreme for treatment by surface protection. Temporary sediment traps, filter fabric fences, inlet protectors, vegetative filters and buffers, or settling basins shall be used to detain runoff water long enough for sediment particles to settle out. Store, cover, and isolate construction materials, including topsoil and chemicals, to prevent runoff losses and contamination of groundwater.
- g. Topsoil removed during construction shall be carefully stored and treated as an important resource. Berms shall be placed around topsoil stockpiles to prevent runoff during storm events. All removed topsoil shall be reused during construction to the extent feasible. Unused topsoil, if any, shall be broadly redistributed to the surrounding areas in such a manner that topography and vegetation cover would not be adversely impacted.
- h. Establish fuel and vehicle maintenance areas away from all drainage courses and design these areas to control runoff.
- i. Disturbed areas will be revegetated after completion of construction activities.
- j. Provide sanitary facilities for construction workers.

- k. Limiting and timing applications of pesticides and fertilizers to avoid polluting runoff.
11. The construction contractor(s) shall develop a construction management plan for review and approval by the County's Planning and Public Works Departments. The plan shall include at least the following items and requirements to reduce, to the maximum extent feasible, any safety hazards and traffic congestion during construction:
    - a. A set of comprehensive traffic control measures, including scheduling of major truck trips and deliveries to avoid peak traffic hours, signs, and designated construction access routes.
    - b. Identification of haul routes for movement of construction vehicles that would minimize impacts on motor vehicular traffic, and circulation and safety. Impacts to Highway 1 and/or 92 shall be minimized to the greatest extent possible.
    - c. Notification procedures for adjacent property owners and public safety personnel regarding when major deliveries, detours, and lane closures, if any, will occur.
    - d. Provisions for monitoring surface streets used for haul routes so that any damage and debris attributable to the haul trucks can be identified and corrected by the project sponsor.
  12. Unless approved in writing by the Community Development Director, no grading shall be allowed during the winter season (October 15 to April 15) to avoid potential soil erosion. The applicant shall submit a letter to the Planning and Building Department, a minimum of two (2) weeks prior to the commencement of grading, stating the date when grading will begin and giving an approximate schedule of grading operations.

Coastside Design Review Committee

13. The project shall be constructed in compliance with the plans recommended for approval by the Coastside Design Review Committee on June 12, 2014 and the Coastal Development Permit and Grading Permit, once approved. Any changes or revisions to the approved plans shall be submitted to the Design Review Officer for review and approval prior to implementation. Minor adjustments to the project may be approved by the Design Review Officer if they are consistent with the intent of and are in substantial conformance with this approval. Alternatively, the Design Review Officer may refer consideration of the revisions to the Coastside Design Review Committee, with applicable fees to be paid.
14. The design review permit final approval shall be valid for five (5) years from the date of approval, in which time a building permit shall be issued and a completed inspection (to the satisfaction of the Building Inspector) shall have occurred within 180 days of its issuance. The design review approval may be extended in 1-year increments with submittal of an application for permit extension and payment of applicable extension fees sixty (60) days prior to the expiration date.
15. The applicant shall include the recommended approval letter on the top pages of the building plans to ensure that the recommended conditions of approval are included with the on-site plans.
16. The applicant shall submit the following items and/or indicate the following on the plans submitted for a building permit, as stipulated by the Coastside Design Review Committee:



- a. A more detailed landscaping plan that includes drought tolerant, native and non-invasive species most suitable to the San Mateo County coastal area.
  - b. A less formal planting layout, with emphasis on the line of trees along Avenue Portola.
  - c. A detailed signage plan.
17. The applicant shall provide "finished floor elevation verification" to certify that the structure is actually constructed at the height shown on the submitted plans. The applicant shall have a licensed land surveyor or engineer establish a baseline elevation datum point in the vicinity of the construction site.
- a. The applicant shall maintain the datum point so that it will not be disturbed by the proposed construction activities until final approval of the building permit.
  - b. This datum point and its elevation shall be shown on the submitted site plan. This datum point shall be used during construction to verify the elevation of the finished floors relative to the existing natural or to the grade of the site (finished grade).
  - c. Prior to Planning approval of the building permit application, the applicant shall also have the licensed land surveyor or engineer indicate on the construction plans: (1) the natural grade elevations at the significant corners (at least four) of the footprint of the proposed structure on the submitted site plan, and (2) the elevations of proposed finished grades.
  - d. In addition, (1) the natural grade elevations at the significant corners of the proposed structure, (2) the finished floor elevations, (3) the topmost elevation of the roof, and (4) the garage slab elevation must be shown on the plan, elevations, and cross-section (if one is provided).
  - e. Once the building is under construction, prior to the below floor framing inspection or the pouring of the concrete slab (as the case may be) for the lowest floor(s), the applicant shall provide to the Building Inspection Section a letter from the licensed land surveyor or engineer certifying that the lowest floor height, as constructed, is equal to the elevation specified for that floor in the approved plans. Similarly, certifications on the garage slab and the topmost elevation of the roof are required.
  - f. If the actual floor height, garage slab, or roof height, as constructed, is different than the elevation specified in the plans, then the applicant shall cease all construction and no additional inspections shall be approved until a revised set of plans is submitted to and subsequently approved by both the Building Official and the Community Development Director.
18. All new power and telephone utility lines from the street or nearest existing utility pole to the main dwelling and/or any other structure on the property shall be placed underground.
19. The applicant shall apply for a building permit and shall adhere to all requirements from the Building Inspection Section, the Department of Public Works, and the respective Fire Authority.
20. No site disturbance shall occur, including any grading or tree removal, until a building permit has been issued, and then only those trees approved for removal shall be removed.

21. To reduce the impact of construction activities on neighboring properties, comply with the following:
  - a. All debris shall be contained on-site; a dumpster or trash bin shall be provided on-site during construction to prevent debris from blowing onto adjacent properties. The applicant shall monitor the site to ensure that trash is picked up and appropriately disposed of daily.
  - b. The applicant shall remove all construction equipment from the site upon completion of the use and/or need of each piece of equipment which shall include but not be limited to tractors, back hoes, cement mixers, etc.
  - c. The applicant shall ensure that no construction-related vehicles shall impede through traffic along the right-of-way on Coronado Street and Avenue Portola. All construction vehicles shall be parked on-site outside the public right-of-way or in locations which do not impede safe access on Coronado Street and Avenue Portola. There shall be no storage of construction vehicles in the public right-of-way.
22. The exterior color samples submitted to the Coastside Design Review Committee are approved. Color verification shall occur in the field after the applicant has applied the approved materials and colors but before a final inspection has been scheduled.
23. Noise levels produced by the proposed construction activity shall not exceed the 80-dBA level at any one moment. Construction activities shall be limited to the hours from 7:00 a.m. to 6:00 p.m., Monday through Friday, and 9:00 a.m. to 5:00 p.m. on Saturday. Construction operations shall be prohibited on Sunday and any national holiday.
24. Installation of the approved landscape plan is required prior to final inspection.
25. Projects subject to Provision C.3 (projects that create and/or replace 2,500 to 10,000 square feet of impervious surface) shall implement the following site design measures as applicable:
  - a. Direct roof runoff into cisterns or rain barrels and use rainwater for irrigation or other non-potable use.
  - b. Direct roof runoff onto vegetated areas.
  - c. Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas.
  - d. Direct runoff from driveways and/or uncovered parking lots onto vegetated areas.
  - e. Construct sidewalks, walkways, and/or patios with permeable surfaces.
  - f. Construct bike lanes, driveways, and/or uncovered parking lots with permeable surfaces.

These measures shall be shown on the building permit plans prior to plan approval.
26. Trash storage areas (including recycling or food compactor areas or similar areas), wash areas, loading docks, repair/maintenance bays, and equipment or material storage areas shall be completely covered and bermed to ensure that no stormwater enters the covered area. Covered areas shall be

sloped to drain to area drains connected to the sanitary sewer system, subject to the local sanitary sewer agency's authority and standards.

27. Interior level parking garage floor drains, and any other interior floor drains shall be connected to the sanitary sewer system, subject to the local sanitary sewer agency's authority and standards.
28. Efficient irrigation systems shall be used throughout all landscaped areas in accordance with the Model Water Efficient Landscape Ordinance (or comparable local ordinance).

Department of Public Works

29. Prior to the issuance of the building permit or planning permit, the applicant shall have prepared, by a registered civil engineer, a drainage analysis of the proposed project and submit it to the Department of Public Works for review and approval. The drainage analysis shall consist of a written narrative and a plan. The flow of the stormwater onto, over, and off of the property shall be detailed on the plan and shall include adjacent lands as appropriate to clearly depict the pattern of flow. The analysis shall detail the measures necessary to certify adequate drainage. Post-development flows and velocities shall not exceed those that existed in the pre-developed state. Recommended measures shall be designed and included in the improvement plans and submitted to the Department of Public Works for review and approval.
30. Prior to the issuance of the building permit or planning permit (if applicable), the applicant shall submit a driveway "Plan and Profile," to the Department of Public Works, showing the driveway access to the parcel (garage slab) complying with County Standards for driveway slopes (not to exceed 20%) and to County Standards for driveways (at the property line) being the same elevation as the center of the access roadway. When appropriate, as determined by the Department of Public Works, this plan and profile shall be prepared from elevations and alignment shown on the roadway improvement plans. The driveway plan shall also include and show specific provisions and details for both the existing and the proposed drainage patterns and drainage facilities.
31. No proposed construction work within the County right-of-way shall begin until County requirements for the issuance of an encroachment permit, including review of the plans, have been met and an encroachment permit issued. The applicant shall contact a Department of Public Works Inspector 48 hours prior to commencing work in the right-of-way.
32. The applicant shall execute and record an agreement in a form approved by the County for maintenance of the approved private stormwater facility which ties into the County stormwater facility.
33. Prior to the issuance of the building permit, the applicant will be required to provide payment of "roadway mitigation fees" based on the square footage (assessable space) of the proposed building per Ordinance #3277.
34. For projects exceeding 10,000 square feet of new or reconstructed impervious surface: The applicant shall submit a permanent stormwater treatment plan in compliance with the County's National Pollution Discharge Elimination System (NPDES) permit for review and approval by the Department of Public Works. The applicant shall submit calculations and a narrative describing the method(s) used in the design of the proposed system and the manner in which proposed facilities achieve compliance with the NPDES permit for review and approval by the Department of Public Works. The applicant shall be required to execute and record an Operations and Maintenance

Agreement for the approved facilities, and shall be responsible for ongoing maintenance and reporting. This requirement supplements all other conditions of approval related to storm drainage and stormwater pollution prevention.

35. Prior to the issuance of a building permit, the applicant shall submit a permanent stormwater management plan in compliance with the County's Drainage Policy and NPDES requirements for review and approval by the Department of Public Works.
36. For work within the public right-of-way or private road: "As-Built" plans of all construction required by these conditions shall be prepared and signed by the subdivider's Engineer upon completion of all work and submitted to the Department of Public Works, prior to the final approval of the Department of Public Works or Building permit. The "As-Built" plans shall be accompanied by a written certification from the Engineer that all private facilities have been completed in conformance with the approved plans. Performance and Labor/Material securities shall not be released by the Department of Public Works until the "As-Built" plans have been submitted and approved by the Department, and until all other outstanding items have been submitted.
37. The applicant is required to remove and replace curb gutter and sidewalk as part of this project. The curb gutter and sidewalks shall be continuous and shall meet the standards set forth by the Department of Public Works.

#### Granada Sanitary District

38. A sewer permit will be required for this project. Due to the size of the project, additional information and a deposit from the owner may be required. The District Engineer will need to review the plans to provide detailed comments. A sewer variance may also be required.

#### Coastside County Water District

39. There are three and one-half 5/8" (20 pm) Non-Priority uninstalled water service connections assigned to 047-206-230 from Crystal Springs Water Supply Project. Prior to the issuance of a building permit, the Coastside County Water District will need to evaluate a complete set of building plans to determine if the water service capacity available is adequate for this site and that the applicant complies with all District Regulations.
40. The project is required to comply with Coastside County Water District's Indoor Water Use Efficiency Ordinance which includes regulations on metering and water use efficiency specifications for plumbing fixtures and appliances.

#### Coastside Fire Protection District

41. Building Classification. Please indicate on the plans the following information:
  - a. Occupancy classification.
  - b. Type of construction.
  - c. Site plan indicating the location of the building in relationship to all property lines.
  - d. Occupant Load Calculations with an exit analysis.

- e. One hour construction required.
- 42. Fire Hydrant: An approved fire hydrant (Clow 960) must be located a minimum of 250 feet measured by way of drivable access from the proposed project. The hydrant must have a minimum flow of 1,500 gallons per minute at 20 pounds per square inch residual pressure for a minimum of 2 hours. If you have not already done so, please submit a site plan showing all underground piping to the San Mateo County Building Inspection Section for review and approval. Fire flows required.
- 43. Automatic Fire Sprinkler System: The proposed project must be equipped with an approved NFPA 13 fire sprinkler system throughout. You will not be issued a building permit until fire sprinkler plans are received, reviewed and approved by the fire district. If you have not already done so, please submit the required plans to the San Mateo County Building Inspection Section. Please be advised that the sprinkler system design shall be based on an at least Ordinary-Group 2 classification or higher classification based on stored commodity. Please provide information as to commodity. Please submit plans showing the location of all required fire sprinkler hardware to the San Mateo County Building Inspection Section. Residential sprinkler heads in living area.
- 44. Unobstructed Fire Sprinkler Coverage: Shall extend to all areas in the occupancy. Any areas creating compartmentalization due to new walls shall have additional sprinkler heads installed to provide unobstructed coverage. Any heat producing appliances that are hooked up to an electrical power source, natural or propane gas, and are operational shall not have sprinkler heads located within their respective heat zones.
- 45. Fire Sprinkler Hardware: Along with the automatic fire sprinkler system, this project is required to install all related fire sprinkler hardware (Post Indicator Valve, Fire Department Connection and Exterior Bell). You will not be issued a building permit until plans have been submitted, reviewed and approved by the fire district. Please submit plans showing the location of all required fire sprinkler hardware to the San Mateo County Building Inspection Section.
- 46. Emergency Building Access: The proposed project will require the installation of "Knox Boxes." These emergency key boxes are required when access to or within a structure or an area that is unduly difficult because of secured openings or where immediate access is necessary for life saving or fire-fighting purposes. The Chief will determine the location for the key box and provide an authorized order form. All security gate systems controlling vehicular access shall be equipped with a "Knox" key operated emergency entry device. The applicant shall contact the Fire Prevention Bureau for specifications and approvals prior to installation.
- 47. Address Numbers: Building identification shall be conspicuously posted and visible from the street. (TEMPORARY ADDRESS NUMBER SHALL BE POSTED PRIOR TO COMBUSTIBLES BEING PLACED ON-SITE). The letters/numerals for permanent address numbers shall be of 6-inch height with a minimum 3/4-inch stroke and of a color, which is contrasting with the background. Such letters/numerals shall be illuminated and facing the direction of access.

Distance from Road	Address Number Size
0-50 feet	6 inches
50-100 feet	8 inches
100-150 feet	10 inches

150+ feet	12 inches
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48. Roof Covering: The roof covering of every new building or structure, and materials applied as part of a roof covering assembly, shall have a minimum fire rating of Class "B" or higher as defined in the current edition of the California Building Code.
49. Exit Doors: Exit doors shall be of the pivoted type or side hinged swinging type. Exit doors shall swing in the direction of exit when serving an occupant load of 50 or more.
50. Special Doors: Revolving, sliding and overhead doors shall not be used as required exits. Power operated doors complying with CBC Standard No. 10-1 may be used for exit purposes.
51. Additional Doors: When additional doors are provided for egress purposes, they shall conform to all the provisions of CBC Chapter 10.
52. Exit Illumination. Illumination: Signs shall be internally or externally illuminated by two electric lamps or shall be of an approved self-luminous type. Power Supply: Current supply to one of the lamps for exit signs shall be provided by the premises wiring system. Power to the other lamp shall be from storage of batteries or an on-site generator set. Include exit illumination with electrical plans and submit to the San Mateo County Building Inspection Section for review and approval.
53. Exit Signage: When required: When more exits from a story are required by Section 1003 of the CBC, exit signs shall be installed at stair enclosures, horizontal exits and other required exits from the story. When two or more exits are required from a room or area, exit signs shall be installed at the required exits from the room or area and where otherwise necessary to clearly indicate the direction of egress. Exception: Main exit doors, which obviously are clearly identifiable as exits (glass door). Show exit plans on plans submitted to the San Mateo County Building Inspection Section for review and approval.
54. When exit signs are required by Section 1013.1 of the CBC, additional approved low-level exit signs, which are internally or externally illuminated, photo luminescent or self-luminous, shall be provided in all interior rated exit corridors serving guest rooms of hotels in Group R, Division 1 Occupancies, and other occupancies as determined by the code.
55. Fire Alarm System: This project is required to have installed approved NFPA 72 Fire Alarm System throughout. The system is to monitor any flow through the required automatic fire sprinkler system, any fire sprinkler valve tamper and all heat and smoke detectors. The system will also include an exterior bell and interior horn/strobes, which are required to be wired to the alarm system and the flow switch for the fire sprinkler system. The FACP shall be protected with a smoke detector as per NFPA 72, Section 1-5.6, and a manual pull station. A wiring inspection is required to be conducted by the Fire District prior to covering walls and ceiling areas. All systems and components must be tested per manufacturer's specifications and NFPA 72. Battery backup shall meet or exceed requirements for amp-hour rating and must be tested as per manufacturer's specification and NFPA 72.
56. Vegetation Management: The Coastside Fire District Ordinance 2013-03, the 2013 California Fire Code, and the Public Resources Code 4291.

PLN2014-00126

57. A fuel break of defensible space is required around the perimeter of all structures to a distance of not less than 30 feet and may be required to a distance of 100 feet or to the property line. In SRA (State Responsible Area), the fuel break is 100 feet or to the property line.
58. Trees located within the defensible space shall be pruned to remove dead and dying portions, and limbed up 6 to 10 feet above the ground. New trees planted in the defensible space shall be located no closer than 10 feet to adjacent trees when fully grown or at maturity.
59. Remove that portion of any existing tree, which extends within 10 feet of the outlet of a chimney or stove pipe or is within 5 feet of any structure.
60. Fire Extinguishers: There must be at least one 2A10BC fire extinguisher for each 3,000 square feet, travel distance not to exceed 75 feet with at least one extinguisher per floor (Title 19, California Code of Regulations).
61. Community Facilities District: The proposed project will be required to form a Community Facilities District. Please be aware that it takes a minimum of 3 months to go through the CFD process. An occupancy permit will not be issued until all project conditions of the district are completed. Please contact the fire district administration office with questions or to receive detailed information.





**From:** John Rayner <JohnRayner@kennedyjenks.com>  
**Sent:** Thursday, April 16, 2015 11:21 AM  
**To:** dcomito@granada.ca.gov  
**Subject:** GCSD: Plans for Mavericks Apartments  
**Attachments:** 1996-Offsite.pdf

Delia,

I have reviewed the attached plans for the sewer to serve the proposed 12 unit apartment, located on the corner of Avenue Portola & Coronado Street. I recommend that the plans be approved for construction by the GCSD Board of Directors. Please let me know if you have any questions. Thanks.

John

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**From:** dcomito@granada.ca.gov [mailto:dcomito@granada.ca.gov]  
**Sent:** Wednesday, April 15, 2015 8:51 PM  
**To:** John Rayner  
**Subject:** FW: Mavericks Apartments

Hi John:

Attached are the revised plans for the Mavericks Apt. Project. If our specs have been met, please provide your approval for submittal to the Board.

Thanks,

Delia Comito

Granada Community Services District  
(650) 726-7093

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**From:** Robert Henry [mailto:robert@carroll-engineering.com]  
**Sent:** Wednesday, April 15, 2015 6:03 PM  
**To:** dcomito@granada.ca.gov; 'Tim Henderson'  
**Cc:** 'Kurt B. Anderson'  
**Subject:** RE: Mavericks Apartments

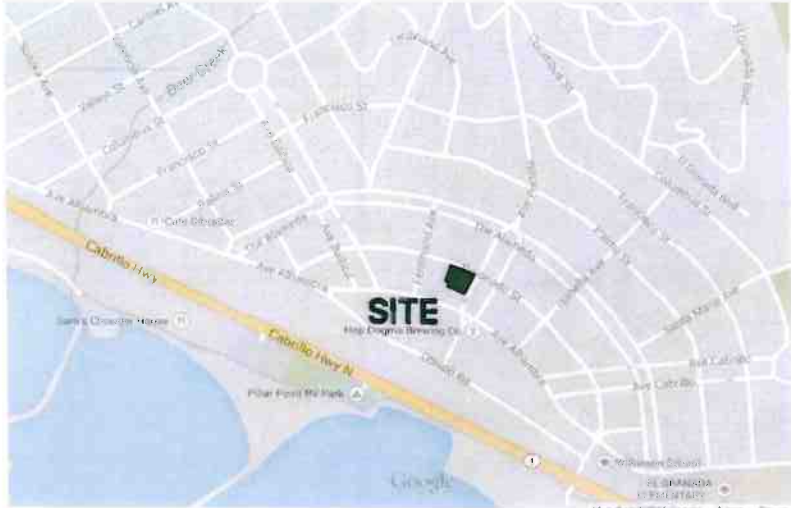
Extra notes have been removed as requested.

Let me know if there's anything else you need.

Rob

Robert Henry, PE, QSD/QSP  
Vice President  
Carroll Engineering, Inc.  
1101 S. Winchester Blvd, Ste H-184  
San Jose, CA 95128  
Ph: 408.261.9800  
Fax: 408.261.0595  
Mobile: 831.588.2497  
[robert@carroll-engineering.com](mailto:robert@carroll-engineering.com)

Construction Contractor agrees that in accordance with generally accepted construction practices, construction contractor will be required to assume sole and complete responsibility for job site conditions during the course of construction of the project, including safety of all persons and property; that this requirement shall be made to apply continuously and limited to normal working hours, and construction contractor further agrees to assume liability for any and all liability, real or alleged, in connection with the performance of work on this project, excepting liability arising from the sole negligence of design professional.



**VICINITY MAP**

**GENERAL NOTES**

1. ALL REFERENCES TO "DISTRICT" IN THESE GENERAL NOTES SHALL MEAN GRANADA SANITARY DISTRICT.
2. THE APPROVAL OF THESE PLANS BY THE DISTRICT SHALL BE INTERPRETED TO MEAN THAT THE SANITARY SEWER DESIGN SHOWN ON THESE PLANS MEETS THE DISTRICT'S STANDARDS. THE DISTRICT'S APPROVAL IN NO WAY GUARANTEES ANY OTHER ASPECT OF THIS PLAN OR ITS ACCURACY RELATIVE TO ACTUAL FIELD CONDITIONS.
3. THE CONTRACTOR SHALL CONTACT THE DISTRICT AT 650-726-7093 TWO (2) WORKING DAYS IN ADVANCE OF BEGINNING ANY SANITARY SEWER WORK. THE CONTRACTOR SHALL THEREAFTER KEEP THE INSPECTOR FOR THE DISTRICT INFORMED OF HIS SCHEDULE FOR SANITARY SEWER WORK.
4. ALL SANITARY SEWER WORK CONSTRUCTED WITHOUT INSPECTION BY THE DISTRICT SHALL BE REMOVED AND RECONSTRUCTED WITH INSPECTION.
5. THE CONTRACTOR SHALL CONTACT UNDERGROUND SERVICE ALERT FORTY-EIGHT (48) HOURS IN ADVANCE OF BEGINNING ANY WORK.
6. THE CONTRACTOR SHALL FIELD VERIFY THE LOCATION OF ALL UTILITIES BEFORE BEGINNING ANY EXCAVATING.
7. THE CONTRACTOR SHALL OBTAIN ANY AND ALL PERMITS REQUIRED BY THE COUNTY OR DISTRICT BEFORE BEGINNING ANY SANITARY SEWER WORK.
8. UPON THE COMPLETION OF CONSTRUCTION A COMPLETE SET OF REPRODUCIBLE "AS-CONSTRUCTED" PLANS SHALL BE PROVIDED TO THE DISTRICT.
9. SANITARY SEWER SERVICE SHALL BE MAINTAINED AT ALL TIMES. THE CONTRACTOR SHALL USE WHATEVER MEANS ARE NECESSARY (E.G. PUMPS, ETC.) TO MAINTAIN THIS SERVICE DURING CONSTRUCTION.
10. PRIOR TO COMMENCING ANY SANITARY SEWER WORK IN OFF-SITE EASEMENTS THE CONTRACTOR SHALL PROVIDE THE DISTRICT WITH ADEQUATE EVIDENCE THAT ALL AFFECTED PROPERTY OWNERS (AND TENANTS WHERE APPLICABLE) WERE NOTIFIED WELL IN ADVANCE OF THE DATE WORK IN THESE EASEMENTS WAS TO BEGIN AND THAT THEY HAVE UPDATED THAT NOTICE IN A TIMELY MANNER WHEN THOSE DATES HAVE CHANGED.

**GRANADA SANITARY DISTRICT STANDARD SPECIFICATIONS**

**PIPE AND FITTINGS**

**POLYVINYL CHLORIDE PIPE (PVC)**

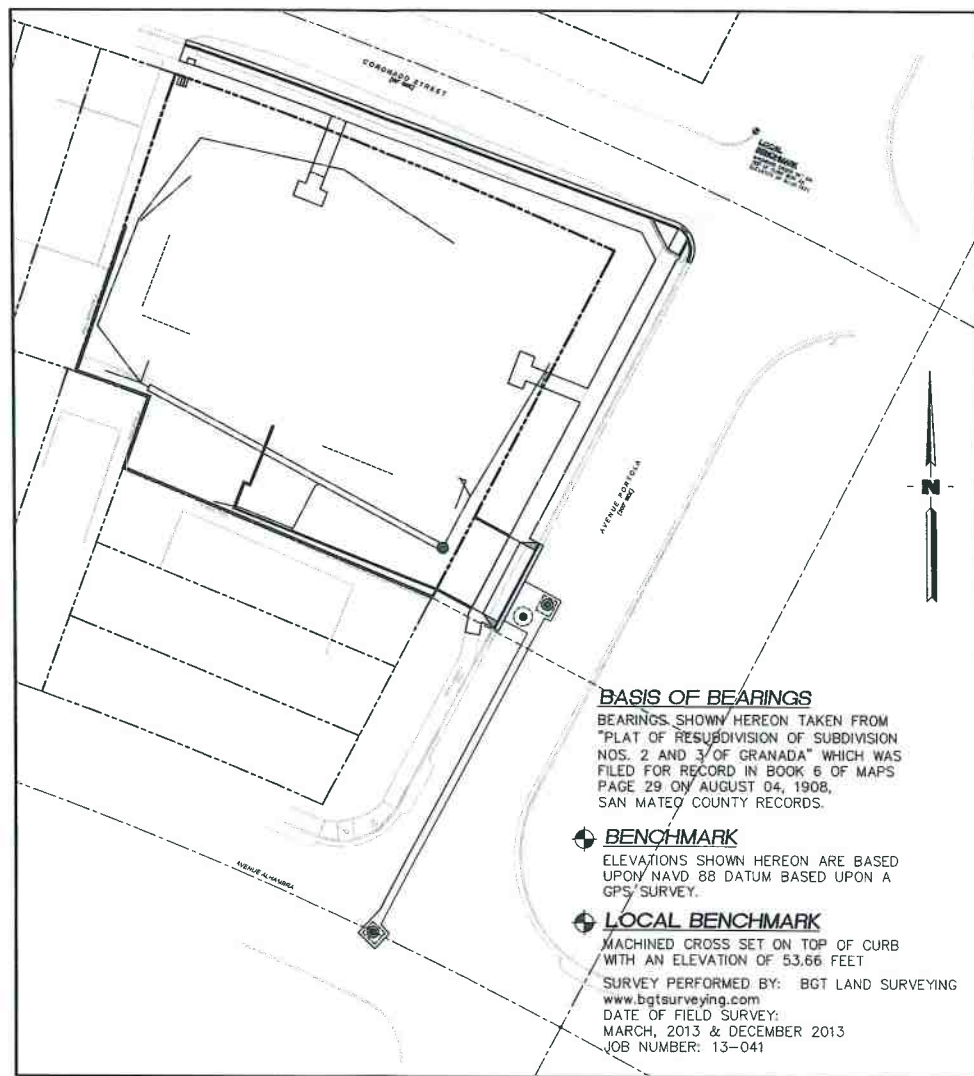
1. ALL PVC PIPE AND FITTINGS SHALL, AT A MINIMUM, CONFORM TO THE REQUIREMENTS OF ASTM DESIGNATION D 3034 AS THEY APPLY TO TYPE PSM SDR 26 PVC. SEWER PIPE SHALL BE INSTALLED USING AN ELASTOMERIC GASKET JOINT IN A BELL AND SPIGOT ASSEMBLY SYSTEM. RUBBER SEALING GASKETS SHALL MEET THE REQUIREMENTS OF ASTM DESIGNATION D-1869. ALTERNATE PIPE TYPES INCLUDE AWWA C900 CLASS 150 PVC (SDR 18) AND CLASS 200 PVC (SDR 14), WHICH ARE REQUIRED UNDER SPECIAL CIRCUMSTANCES. NO SOLVENT CEMENT JOINTS WILL BE PERMITTED.
2. ALL PVC PIPE ENTERING OR LEAVING A CONCRETE STRUCTURE SHALL HAVE A RUBBER SEALING GASKET, AS SUPPLIED BY THE PIPE MANUFACTURER, FIRMLY SEATED PERPENDICULAR TO THE PIPE AXIS, AROUND THE PIPE EXTERIOR AND CAST INTO THE STRUCTURE BASE OR NEAR THE STRUCTURE WALL CENTER AS A WATER STOP. SAID WATER STOP MAY ALSO CONSIST OF A MANHOLE COUPLING WITH RUBBER SEALING RINGS CAST INTO STRUCTURE BASE.
3. PVC PIPE JOINING MAY OCCUR AT ANY CONVENIENT DISTANCE BEYOND AND/OR BETWEEN STRUCTURES.
4. PVC FORCE-LATERALS SHALL BE APPROVED BY THE DISTRICT ENGINEER.
5. REPAIRS TO PVC PIPE SHALL UTILIZE DOUBLE BELL UNIONS.

# STREET IMPROVEMENT PLANS

FOR

## CORONADO STREET & AVENUE PORTOLA

### EL GRANADA, CALIFORNIA



**SITE MAP**

SCALE: 1" = 30'

**SHEET INDEX**

- SHEET 1 - COVER SHEET
- SHEET 2 - STREET IMPROVEMENT PLAN AVENUE PORTOLA
- SHEET 3 - STREET IMPROVEMENT PLAN CORONADO STREET
- SHEET 4 - STANDARD DETAILS

**LEGEND**

DESCRIPTION	PROPOSED	EXISTING
PROPERTY LINE	---	---
CENTERLINE	---	---
ASPHALT PAVEMENT	[Pattern]	[Pattern]
CONCRETE PAVING	[Pattern]	[Pattern]
CURB & GUTTER	---	---
STORM DRAIN INLET	[Symbol]	[Symbol]
FIRE HYDRANT	[Symbol]	[Symbol]
ELECTROLIER	[Symbol]	[Symbol]
SANITARY SEWER & MANHOLE	[Symbol]	[Symbol]
STORM DRAIN & MANHOLE	[Symbol]	[Symbol]
WATER LINE	---	---
DIRECTION & RATE OF SLOPE	0.015	
SWALE	[Symbol]	
FENCE	---	---
EDGE OF PAVEMENT	---	---
CONTOUR	---	---

**ABBREVIATIONS**

AB	AGGREGATE BASE
AC	ASPHALT CONCRETE
ARCH	ARCHITECTURAL
BW	BACK OF WALK ELEVATION
CL	CENTER LINE
CCWD	COASTSIDE COUNTY WATER DISTRICT
DS	DOWNSPOUT
(E)	EXISTING
EP	FIRE HYDRANT
FH	FIRE HYDRANT
FF	FINISHED FLOOR ELEVATION
FL	FLOW LINE
GB	GRADE BREAK
GSD	GRANADA SANITATION DISTRICT
INV	INVERT
LF	LINEAR FEET
LG	LIP OF GUTTER
LS	LANDSCAPE
MAX	MAXIMUM
LT	LEFT (OF STATION LINE)
(ME)	MATCH EXISTING ELEVATION
MH	MANHOLE
MIN	MINIMUM
P	PAVEMENT SURFACE ELEVATION
P	PROPERTY LINE
RIM	RIM ELEVATION
RT	RIGHT (OF STATION LINE)
S=	SLOPE
SD	STORM DRAIN
SDJB	STORM DRAIN JUNCTION BOX
SS	SANITARY SEWER
SSCO	SANITARY SEWER CLEANOUT
SMC	SAN MATEO COUNTY
SMC-SD	SAN MATEO COUNTY STANDARD DETAIL
STA	STATION
STD	STANDARD DETAIL/DRAWING
TC	TOP OF CURB
TOW	TOP OF WALL ELEVATION



EL GRANADA



DATE: 04/10/2015  
 SCALE: AS SHOWN

1101 L. WINCHESTER BLVD.  
 SAN JOSE, CA 95128  
 TEL: 408.255.1100



COV.

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Client:  
**Cypress Group**  
20640 Third Street, Suite 600  
Saratoga, CA 95070

Project:  
**El Granada**  
South West Corner of Coronado Street & Avenue Portola  
El Granada, California

1101 S. WINCHESTER BLVD.  
SUITE 11-184  
SAN JOSE, CA 95128  
TEL: 408-261-9800  
FAX: 408-261-0595  
E-MAIL: Robert@corroll-engineering.com

**CORROLL ENGINEERING**  
Engineers and Surveyors

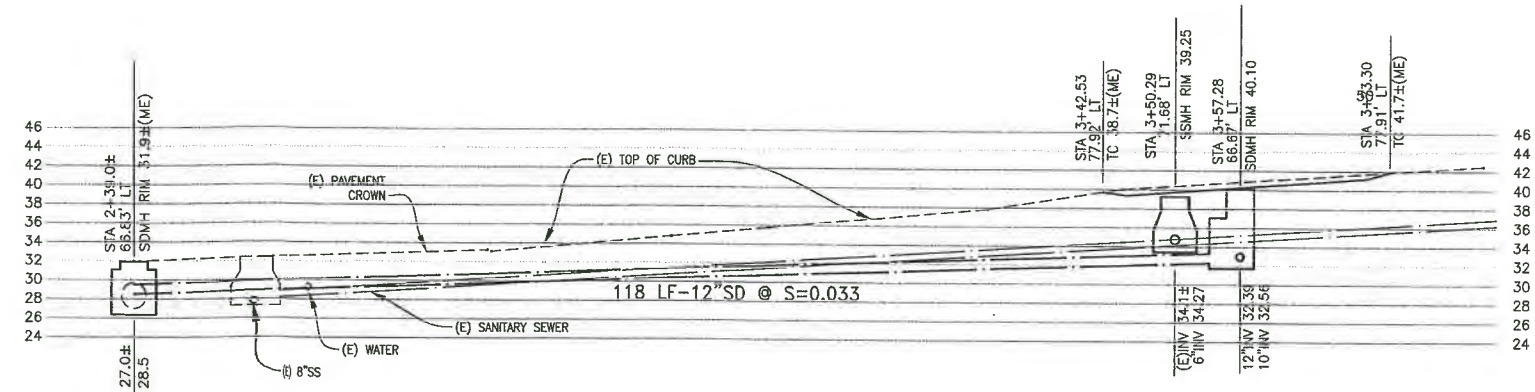
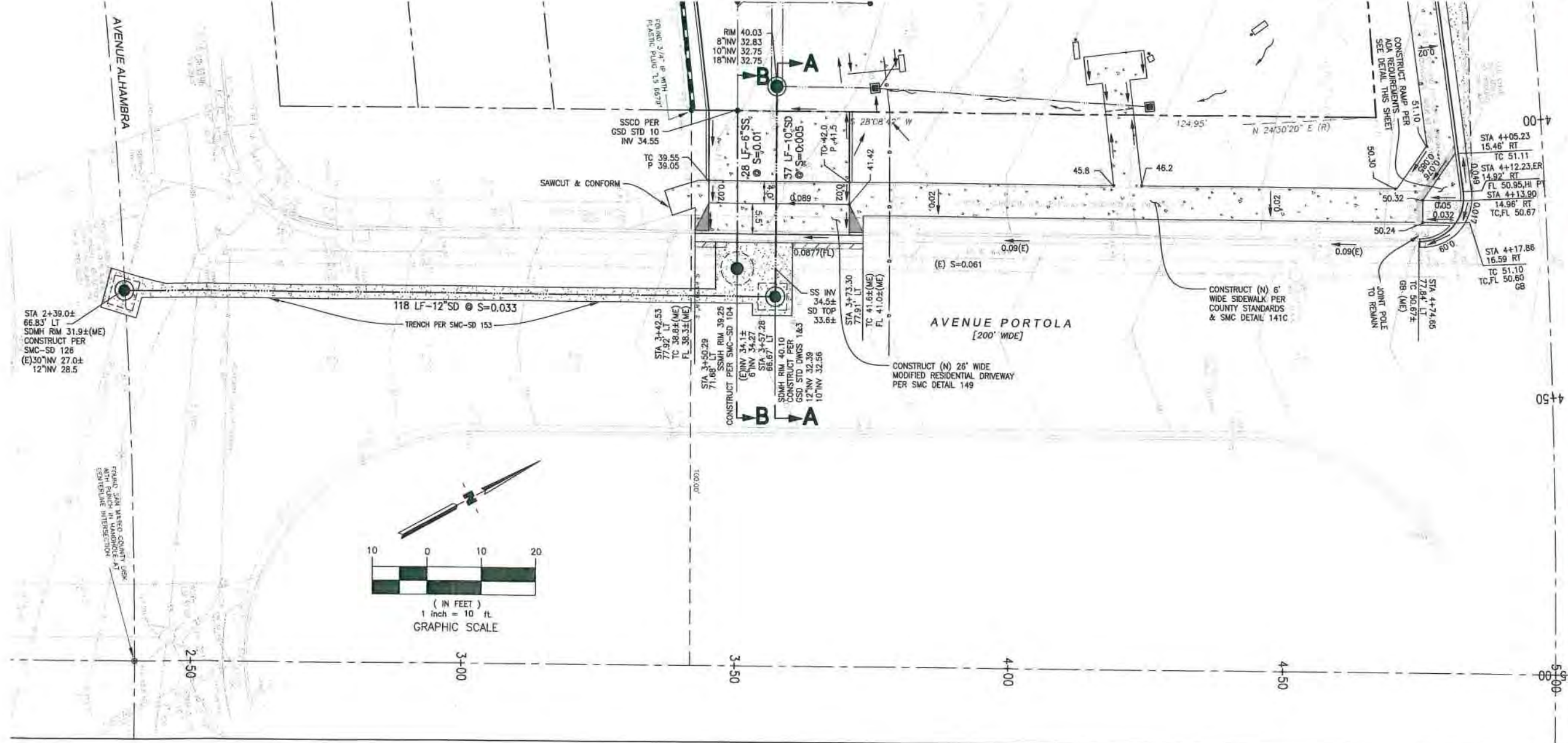


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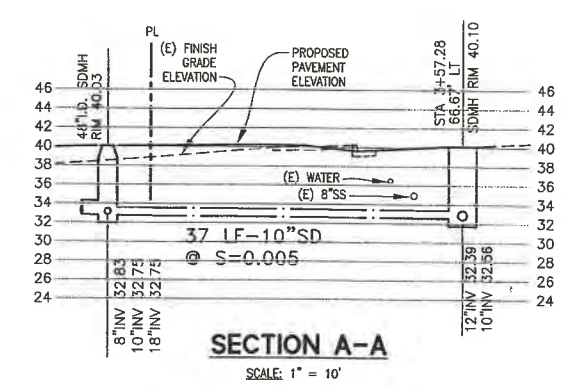
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Drawn By: RM  
Checked By: RVH  
Sheet Title:

**STREET IMPROVEMENT PLAN**  
**AVENUE PORTOLA**

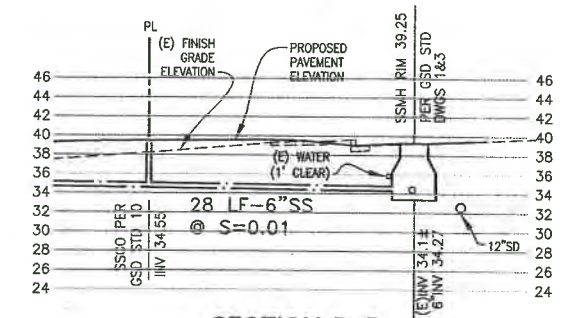
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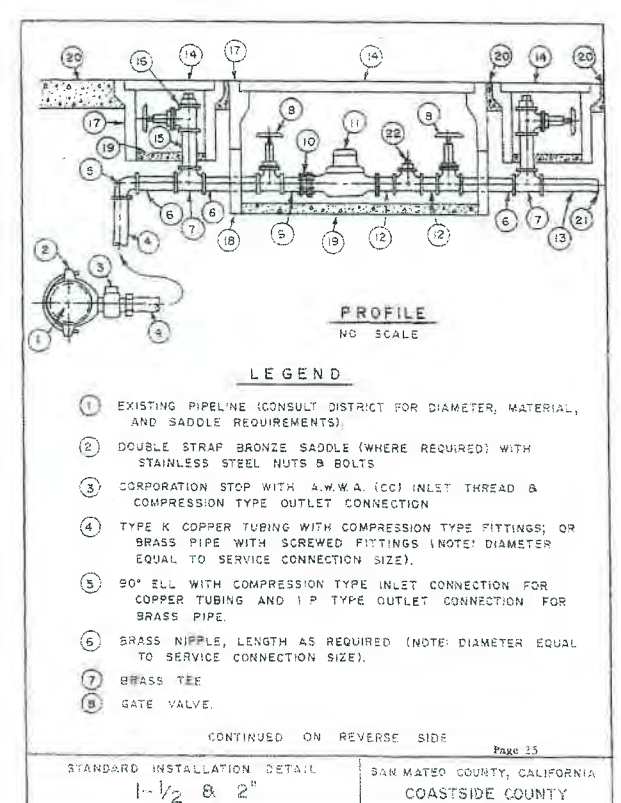
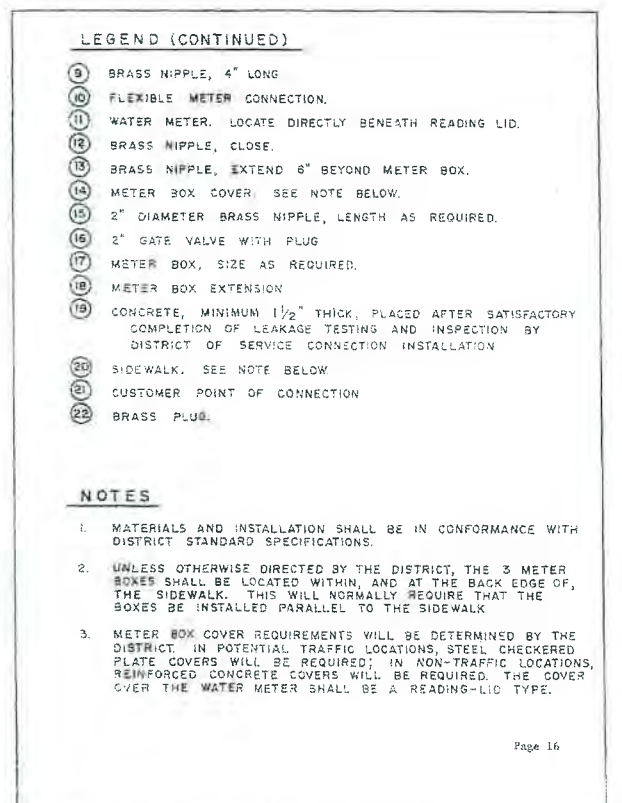
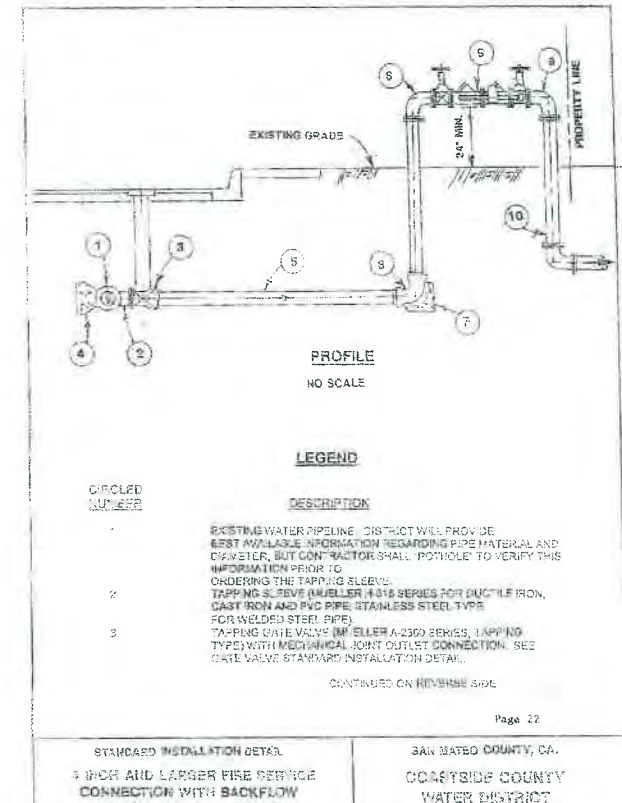
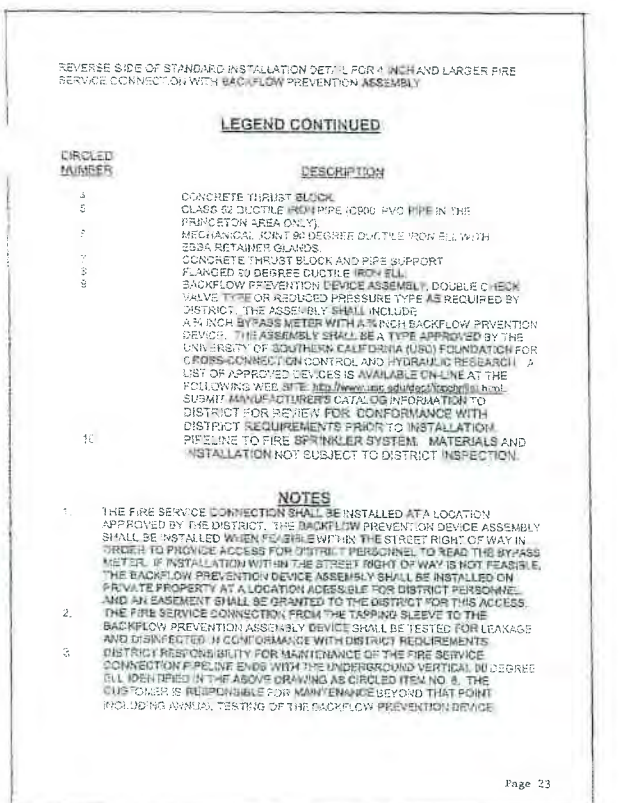
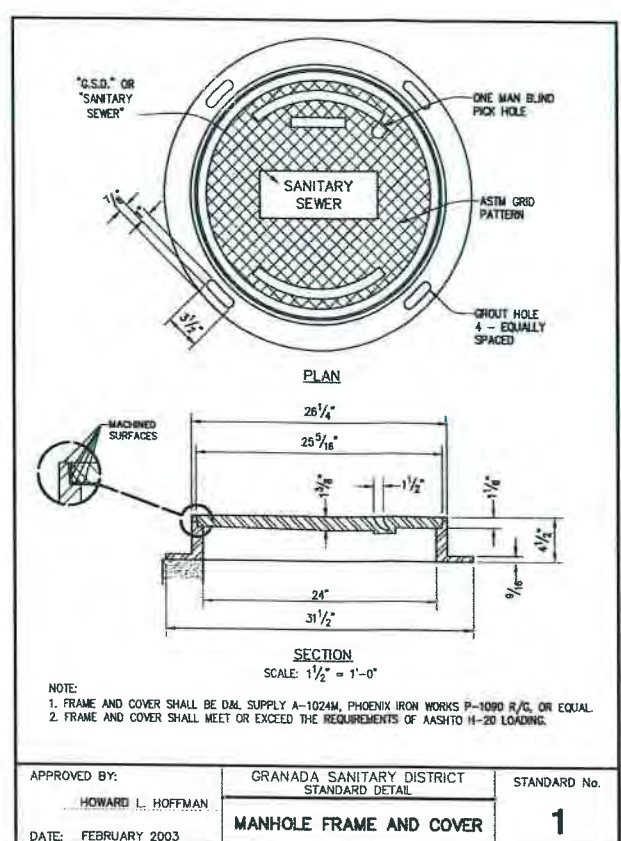
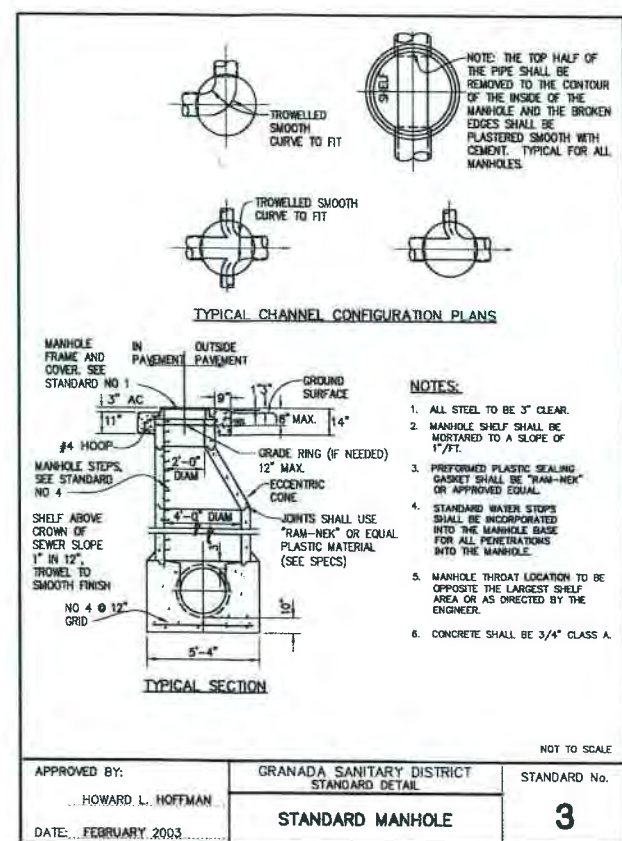
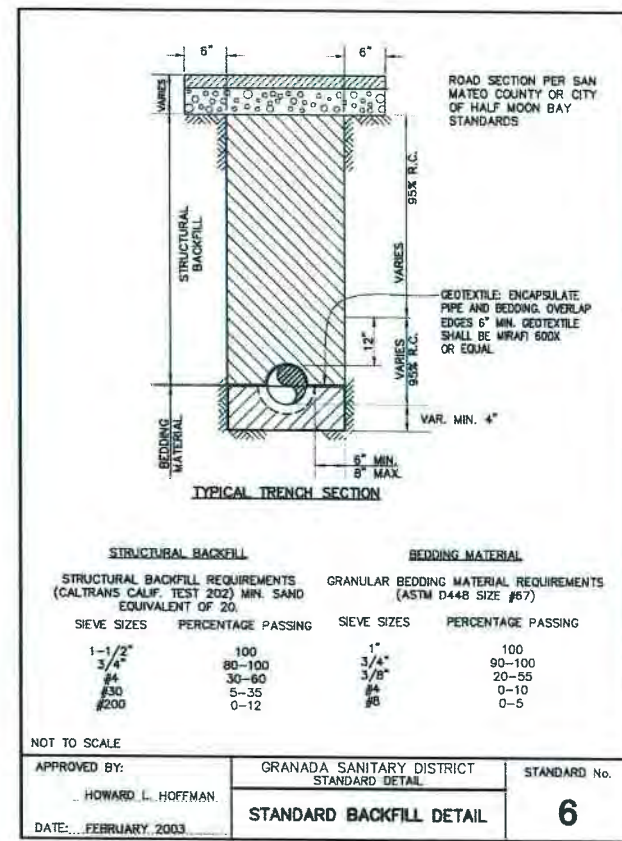
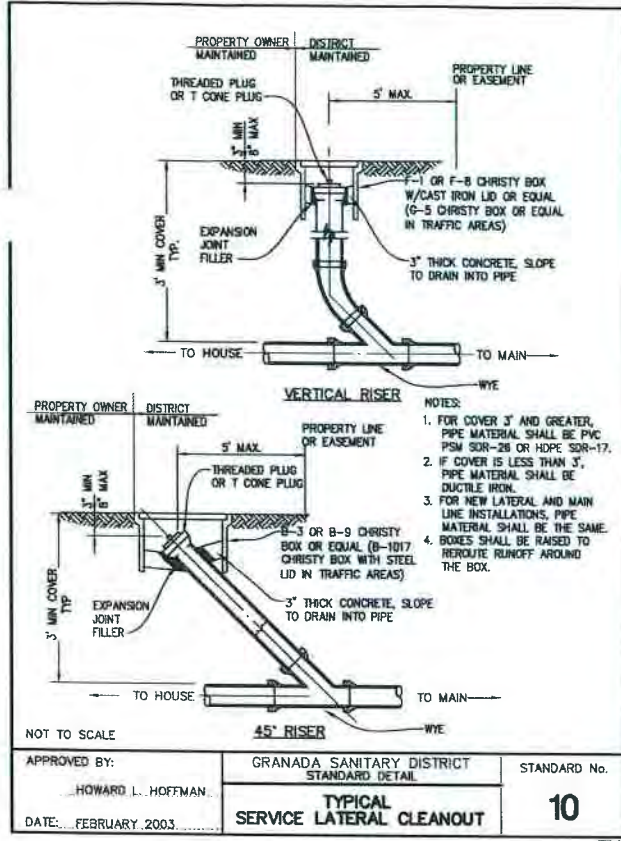
**PROFILE AVENUE PORTOLA**  
SCALE: 1" = 10'



**SECTION A-A**  
SCALE: 1" = 10'



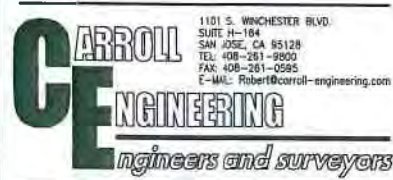
**SECTION B-B**  
SCALE: 1" = 10'



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Client:  
**Cypress Group**  
20640 Third Street, Suite 600  
Saratoga, CA 95070

Project:  
**El Granada**  
South West Corner of Coronado Street & Avenue Portola  
El Granada, California



Stamp

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Sheet Title:

**STANDARD DETAILS**

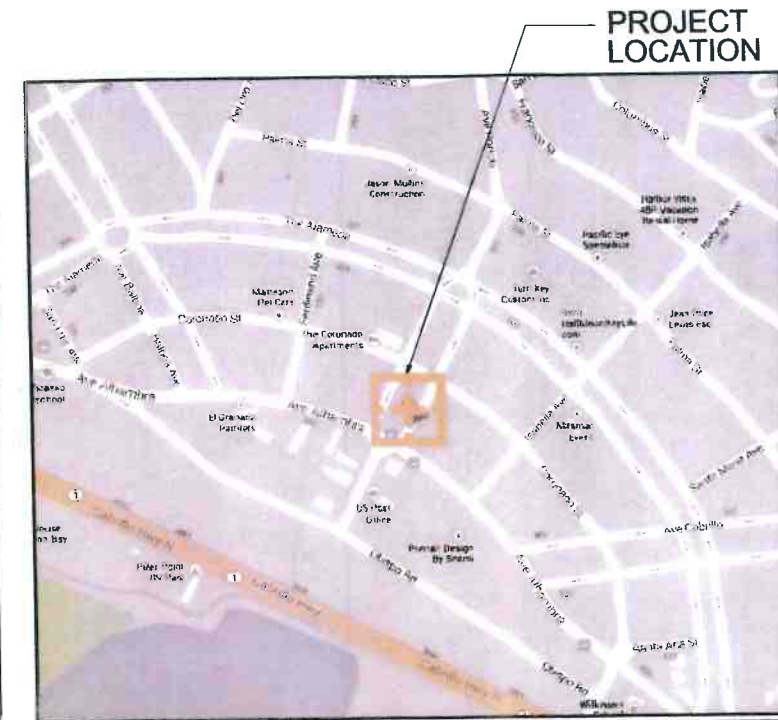


# "MAVERICKS APARTMENTS"

SOUTH WEST CORNER OF CORONADO ST & AVENUE PORTOLA



## VICINITY MAP



Anderson Architects INC.

kanderson@andarchinc.com  
Cell 408.202.5462  
120 W. Campbell Ave, Suite D  
Campbell, CA 95008

Kurt B. A  
Principal  
Tel. 408  
Fax. 408

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Client:

Cypress Group

20640 Third Street, Suite 600  
Saratoga, CA 95070

Project:

"Mavericks Apartments"  
12-Unit Apartment Project

South West Corner of Coronado Street & Avenue Portola  
El Granada, California

ING DEPARTMENT  PRELIMINARY (NOT FOR CONSTRUCTION)  DESIGN REVIEW SUBMITTAL  BUILDING DEPARTMENT  PLAN CHECK SUBMITTAL  APPROVED FOR CONSTRUCTION

### SUBMITTANTS

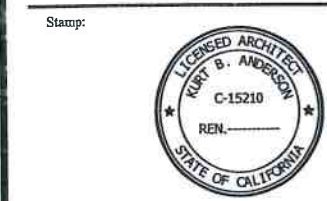
RESS GROUP  
ENDERSON  
J THIRD STREET, SUITE 600  
TOGA, CA 95070  
(408) 867-8813  
  
ERSON ARCHITECTS INC.  
F B. ANDERSON, AIA  
V. CAMPBELL AVENUE  
PBELL, CA 95008  
(408) 371-1269, FAX: (408) 371-1276  
  
LES M. KISSICK  
IA PRIME GEOSCIENCES INC.  
ASSAR STREET  
MOON BAY, CA. 94019  
650-728-3590, FAX: 650-728-3593  
  
ROLL ENGINEERING  
ERT HENRY  
S. WINCHESTER BLVD  
E H-184  
  
JOSE, CA 95128  
408-216-9800, FAX: 408-261-0595  
  
TECH ENGINEERING INC.  
E HUBLEY  
HIGUERA STREET  
TE 206  
  
LUIS OBISPO, CA 93401  
805-904-1369, FAX: -  
X SCHEFLO & ASS. INC.  
CHIEFLO  
3 PACIFIC AVENUE  
BOX 4183  
CKTON, CA 95204  
209-948-9761, FAX: 209-948-1258  
  
HARD C. SMITH  
ENGINEERING, INC.

### PROJECT DATA

ZONING				BUILDING			
ZONING:	R-3, S-3	APN:	047-206-230				
PROPOSED USE:	APARTMENTS	GROSS SITE AREA:	0.38818 ACRES = 16,909 SF				
DENSITY:	30.91 DWELLING UNIT/ ACRES	APPROVED USE :	12 APARTMENTS WITH PARKING				
FAR:	(1ST RESIDENTIAL LEVEL+ 2ND RESIDENTIAL LEVEL) / LOT SIZE = (8,259.8 + 8,259.8) / 16,909 = 0.977	RESIDENTIAL PROPOSED UNITS:	1ST FLOOR : PARKING				
LOT COVERAGE:	NOTE: GROUND FLOOR PARKING LEVEL IS EXCLUDED IN FAR CALCULATION		2ND FLOOR : 6 UNITS				
REQUIRED:	50% MAX= 8,454.5 sf.		3RD FLOOR : 6 UNITS				
PROVIDED:	8,259.8 sf.	TOTAL :	12 UNITS				
SETBACK:		PARKING GARAGE:					
FRONT (CORONADO ST)	REQUIRED 20'-0"	GROSS AREA:	7,842 SF.				
SIDE (INTERIOR)	20'-0"	OCCUPANCY:	S-2				
SIDE (AVENUE PORTOLA)	5'-0"	CONSTRUCTION TYPE:	TYPE V B				
REAR	10'-1"	SPRINKLERED:	YES				
	20'-0"	STORIES:	1 STORY				
HEIGHT:	36' MAX., SEE EXTRIOR ELEVATIONS	RESIDENTIAL UNITS:					
UNIT SUMMARY:	# BEDRM. AREA (SF) PRIVATE BALCONY (SF) # UNITS	GROSS BLDG. AREA:	2ND FLOOR = 8,259.8 SF				
PLAN A	2 1,009 60.3 2	( Includes Unit gross	3RD FLOOR = 8,259.8 SF				
PLAN B	3 1,330 72.5 2	area & private open					
PLAN C	2 1,067 60 2	space. See Floor Plans )					
PLAN D	2 1,077 72.3 2	TOTAL GROSS AREA:	16,519.6 SF				
PLAN E	2 1,082 60 2	OCCUPANCY:	R-2				
PLAN F	2 983 72.5 2	CONSTRUCTION TYPE:	TYPE V B				
TOTAL 2ND FLR.	6,548 397.6 6	SPRINKLERED:	YES				
TOTAL 3ND FLR.	6,548 397.6 6	STORIES:	2 STORIES OVER PARKING GARAGE				
TOTAL	13,096 795.2 12	TOTAL GROSS FLOOR AREA:	24,361.6 SF				
TOTAL RESIDENTIAL AREA INCLUDING BALCONIES:	13891.2 SF						
PARKING SUMMARY							
PARKING REQUIRED:							
(10) 2-BED UNITS X 1.5	= 15 STALLS						
(2) 3-BED UNITS X 2	= 4 STALLS						
GUEST: 1 PER 5 UNITS: 12/5	= 2.4 STALLS						
TOTAL	= 22 STALLS						

### SHEET INDEX

COVER SHEET		PLUMBING	
0.0	COVER SHEET	P1.0	PLUMBING SITE PLAN
CIVIL		P3.0A	PARKING LEVEL FIRST FLOOR PLUMBING UNDERGROUND FLOOR PLAN
C-1.1	DEMOLITION & ROUGH GRADING PLAN	P3.0B1	PARKING LEVEL FIRST FLOOR PLUMBING OVERHEAD SEWER FLOORPLAN
C-2.1	HORIZONTAL CONTROL PLAN	P3.0B2	PARKING LEVEL FIRST FLOOR PLUMBING OVERHEAD WATER AND GAS FLOORPLAN
C-3.1	GRADING & DRAINAGE PLAN	P3.1	SECOND FLOOR PLUMBING FLOOR PLAN
C-4.1	UNDERGROUND UTILITIES PLAN	P3.2	THIRD FLOOR PLUMBING FLOOR PLAN
C-4.2	STORM PROFILE	P3.3	ROOF PLUMBING PLAN
C-5.1	NOTE, LEGEND & ABBREVIATIONS	P3.4	PLUMBING PEX PARTIAL FLOOR PLANS
C-5.2	DETAILS	P3.5	PLUMBING PEX PARTIAL FLOOR PLANS
C-6.1	STORM WATER MANAGEMENT PLAN	P4.0	PLUMBING STACK RISERS
C-6.2	EROSION CONTROL PLAN	P4.1	PLUMBING GAS ISOMETRICS
ARCHITECTURAL		P8.0	PLUMBING SCHEDULES
A0.01	CONDITIONS OF APPROVAL	P8.1	PLUMBING DETAILS
A0.02	CONDITIONS OF APPROVAL	P8.2	PLUMBING DETAILS
A0.1	GENERAL NOTES, ABBREVIATIONS AND SYMBOLS	P8.3	PLUMBING DETAILS
A0.2	CALGREEN MEASURES	P8.4	PLUMBING DETAILS
A0.3	BUILT IT GREEN	ELECTRICAL	
A0.4	ACCESSIBILITY DETAILS	E1.1	GENERAL NOTES AND LEGEN
A0.5	ACCESSIBILITY DETAILS	E2.1	ELECTRICAL SITE PLAN
A0.6	ACCESSIBILITY DETAILS	E3.1	PARKING LEVEL ELECTRICAL
A0.7	ACCESSIBILITY DETAILS	E3.2	PARKING LEVEL PHOTOMETT
A1.0	SITE PLAN	E3.3	RESIDENTIAL LEVEL 1 & 2 ELECTRICAL PLANS
A1.1	CODE ANALYSIS: AREA CALCS, EXITING	E4.1	UNITS A, B, C & D ELECTRICAL FLOOR PLANS
A1.2	CODE ANALYSIS: OPEN GARAGE VENT. CALS.	E4.2	UNITS E & F ELECTRICAL FLC
A3.0	PARKING LEVEL FLOOR PLAN	E5.1	PANEL & FIXTURE SCHEDULE ONE-LINE DIAGRAM
A3.1	SECOND FLOOR PLAN	E5.2	ELECTRICAL DETAILS
A3.2	THIRD FLOOR PLAN	ET24A	INDOOR ELECTRICAL COMPI
A3.3	ROOF PLAN	ET24B	INDOOR ELECTRICAL COMPI
A4.0	EXTERIOR ELEVATION	ET24C	OUTDOOR ELECTRICAL COM
A4.1	EXTERIOR ELEVATION		
A5.0	BUILDING SECTION		
A6.0	UNIT PLANS PLAN A & B		
		MECHANICAL	



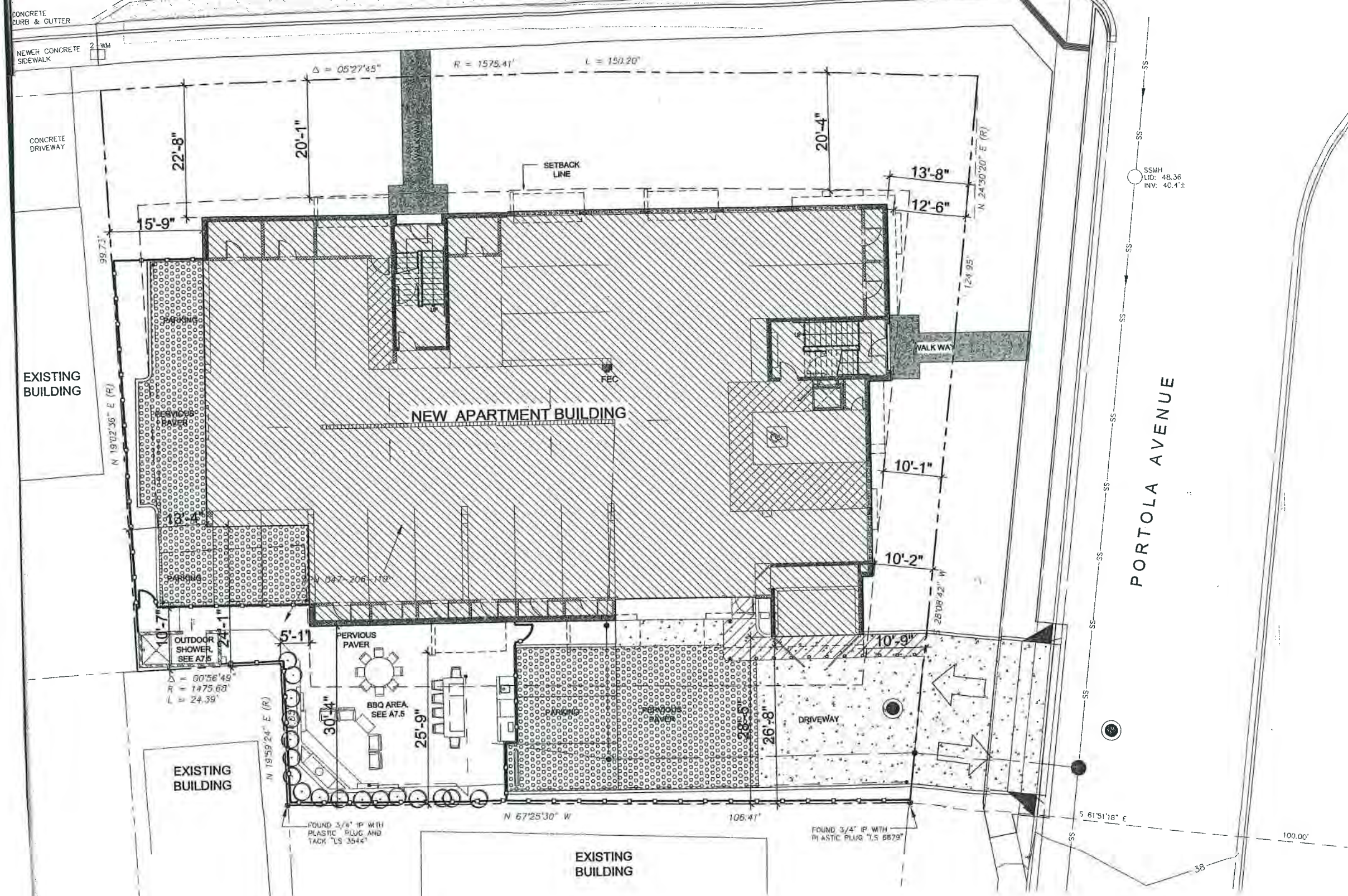
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CORONADO STREET

SSMH  
LID: 49.70  
INV: 42.7±



PORTOLA AVENUE

SSMH  
LID: 48.36  
INV: 40.4±

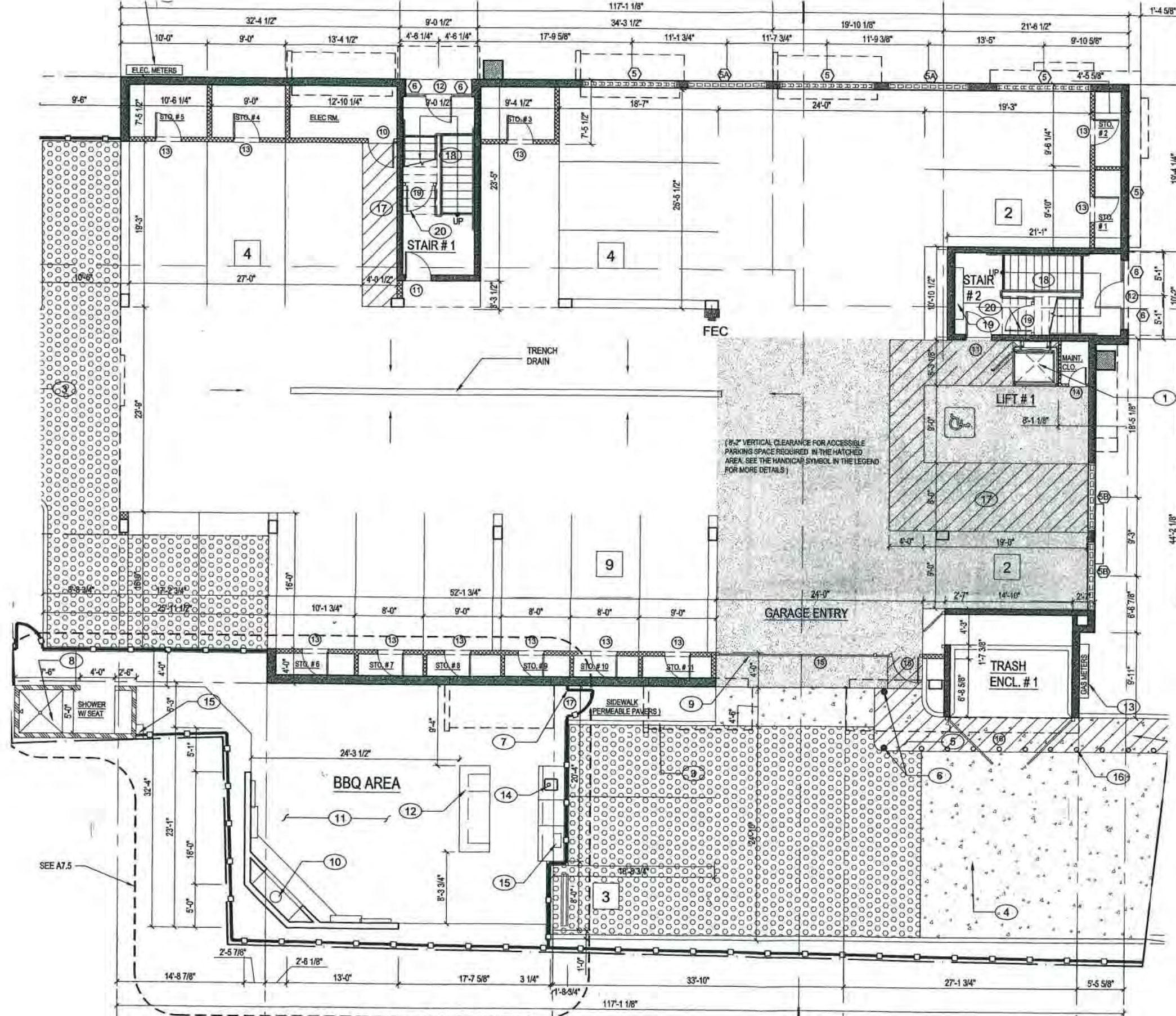
$\Delta = 00^{\circ}56'49''$   
 $R = 1475.68'$   
 $L = 24.39'$

ROUND 3/4" IP WITH  
PLASTIC PLUG AND  
TACK 'LS 3544'

FOUND 3/4" IP WITH  
PLASTIC PLUG 'LS 6879'

NOTE: REFER TO CIVIL DRAWINGS  
FOR SPECIFIC SITE INFORMATION.

1" = 10'



**PARKING REQUIRED:**

2-BED UNITS	= 10 X 1.5	= 15 STALLS
3-BED UNITS	= 2 X 2	= 4 STALLS

GUEST PARK. : 1 / 5 UNITS = 12 / 5 = 2.4 = 2 STALLS  
 TOTAL REQD. PARKING = 22 STALLS

**PARKING PROVIDED :**

GARAGE PARKING = 17 STALLS ( COVERED )  
 4 STALLS ( UNCOVERED )

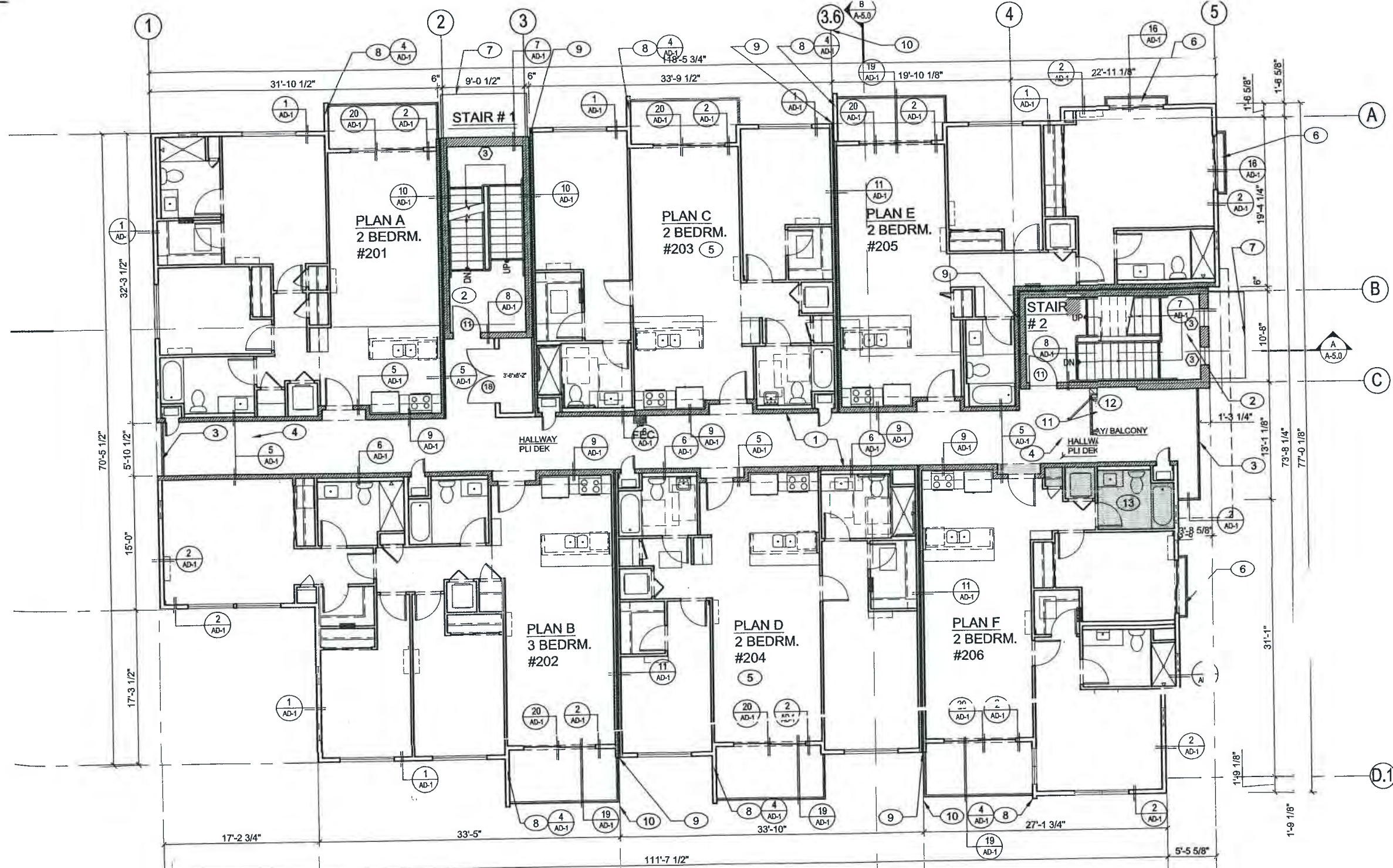
ON SITE PARKING = 3 STALLS  
 TOTAL PARKING = 24 STALLS



**1 PARKING LEVEL ( FIRST ) FLOOR PLAN**  
 1/8"=1'-0"

GROSS GARAGE AREA  
 7,842 SF





SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS

**1 SECOND FLOOR PLAN**  
1/8"=1'-0"

**NOTE :**

ALL DIMENSIONS ARE FROM  
EXT. SHEATHING TO EXT. SHEATHING

GROSS BUILDING AREA  
2ND LEVEL GROSS AREA INCLUDES:

UNITS & CORRIDOR = 7,862.0 SF  
PRIVATE OPEN SPACE = 397.8 SF  
TOTAL AREA = 8,259.8 SF

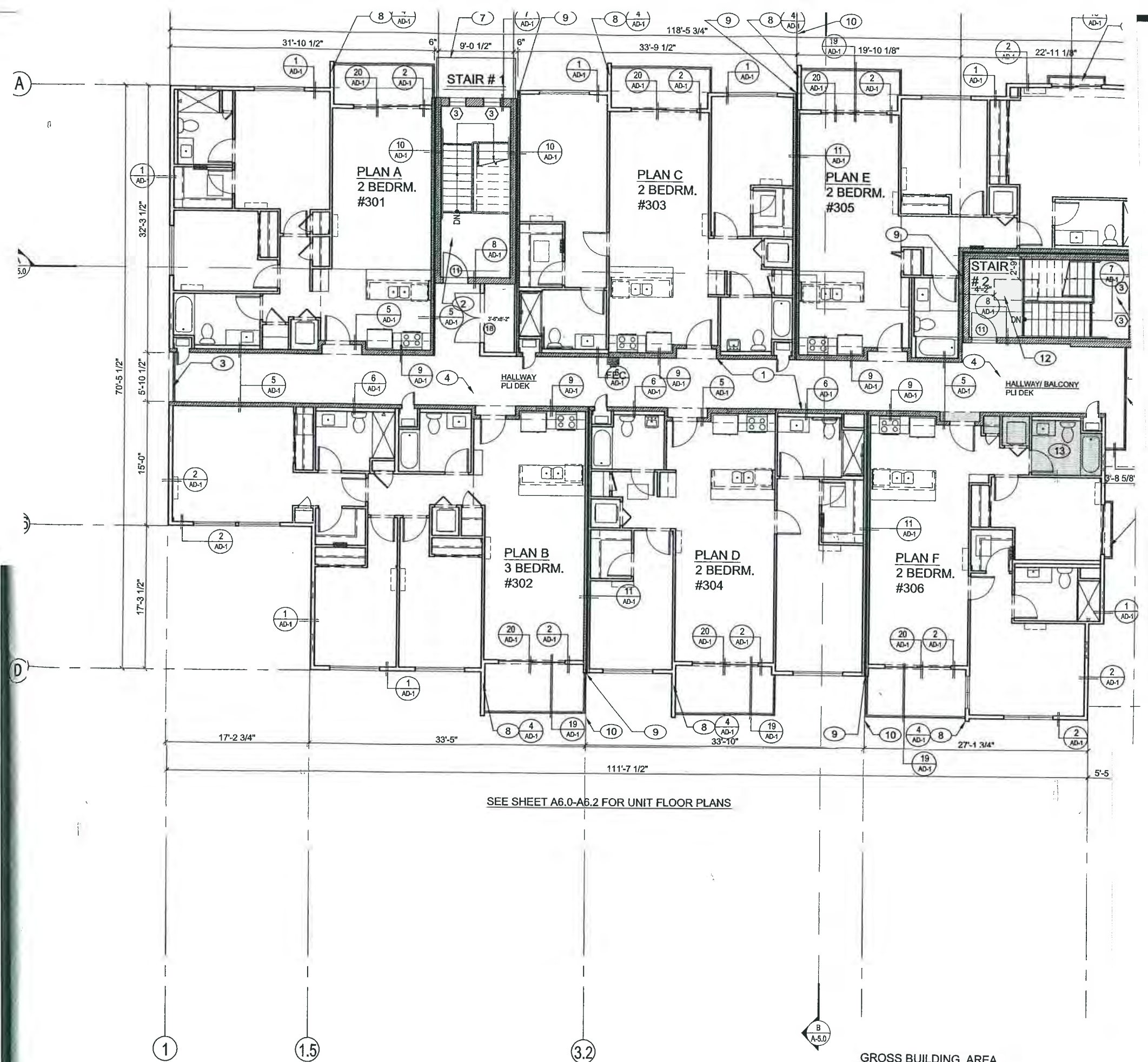
TYPICAL ENCLOSURE

TYPICAL ENCLOSURE CLEAR FLEXIBLE AS

TABLE 1- MAST HEIGHT

Max. Travel Area (sq. ft.)	Extension Height (feet)	Most Height Approx. with 4" 180° CAP
1038 (547)	1770 (747)	1176.0 (527)
1224 (647)	1	1
1229 (657)	1	1
2429 (1267)	1	1

GENERAL NOTES:  
1. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
2. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
3. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
4. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
5. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
6. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
7. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
8. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
9. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
10. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
11. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
12. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.  
13. SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS.

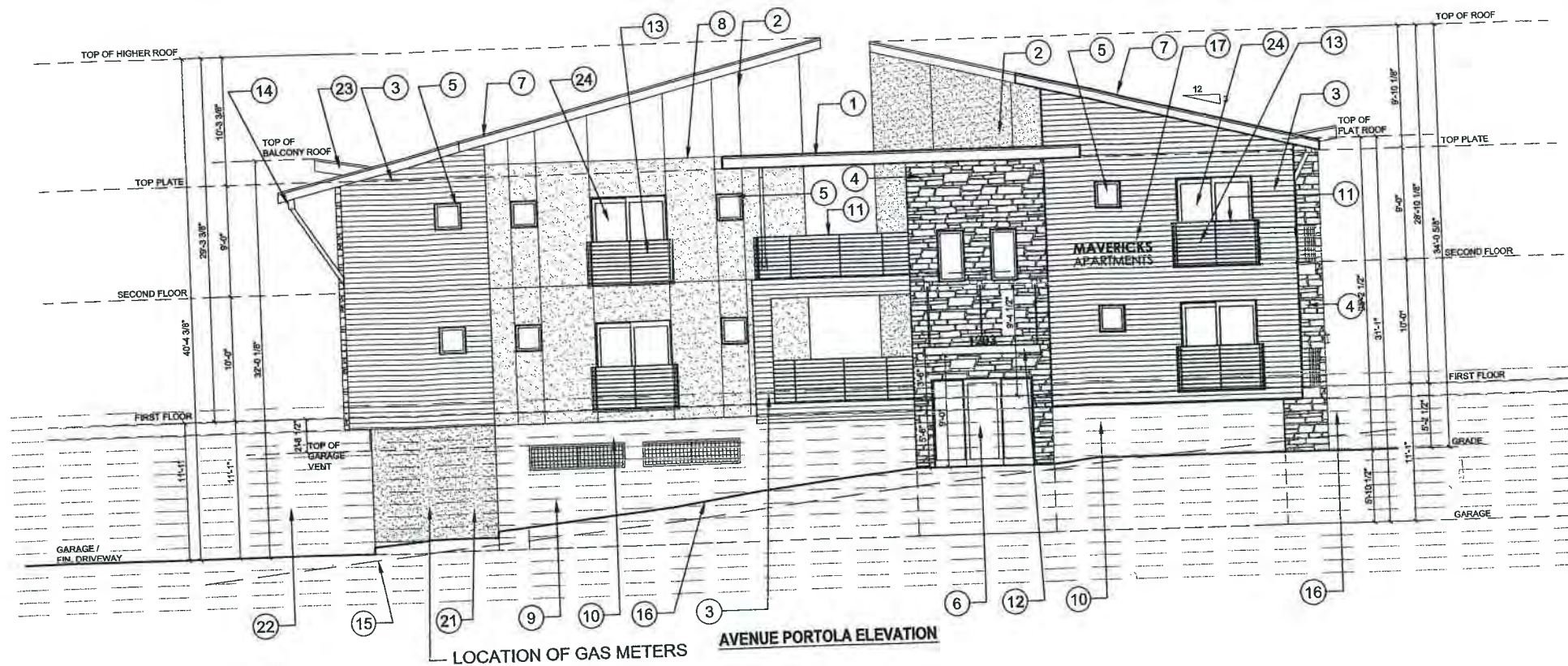


SEE SHEET A6.0-A6.2 FOR UNIT FLOOR PLANS

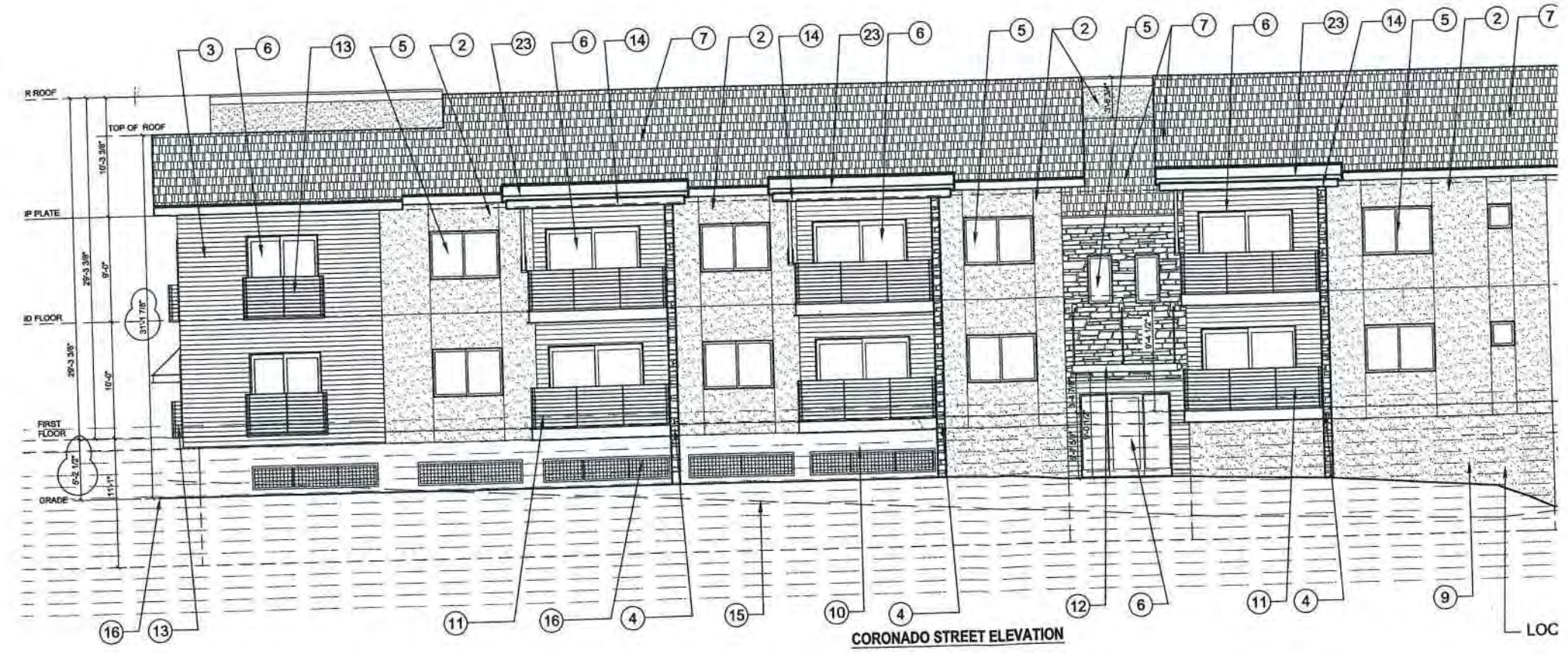
GROSS BUILDING AREA  
3RD LEVEL GROSS AREA INCLUDES:

UNITS & CORRIDOR	= 7,862.0 SF
PRIVATE OPEN SPACE	= 397.8 SF
TOTAL AREA	= 8,259.8 SF

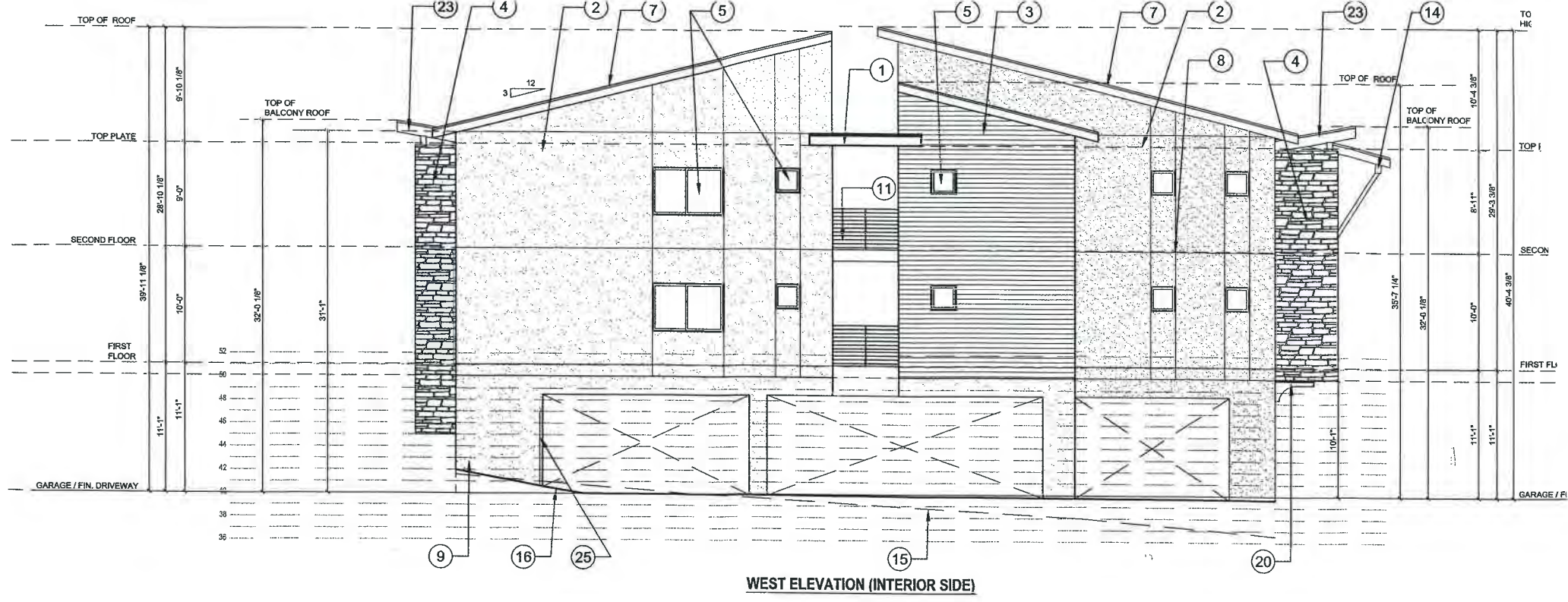
**THIRD FLOOR PLAN**



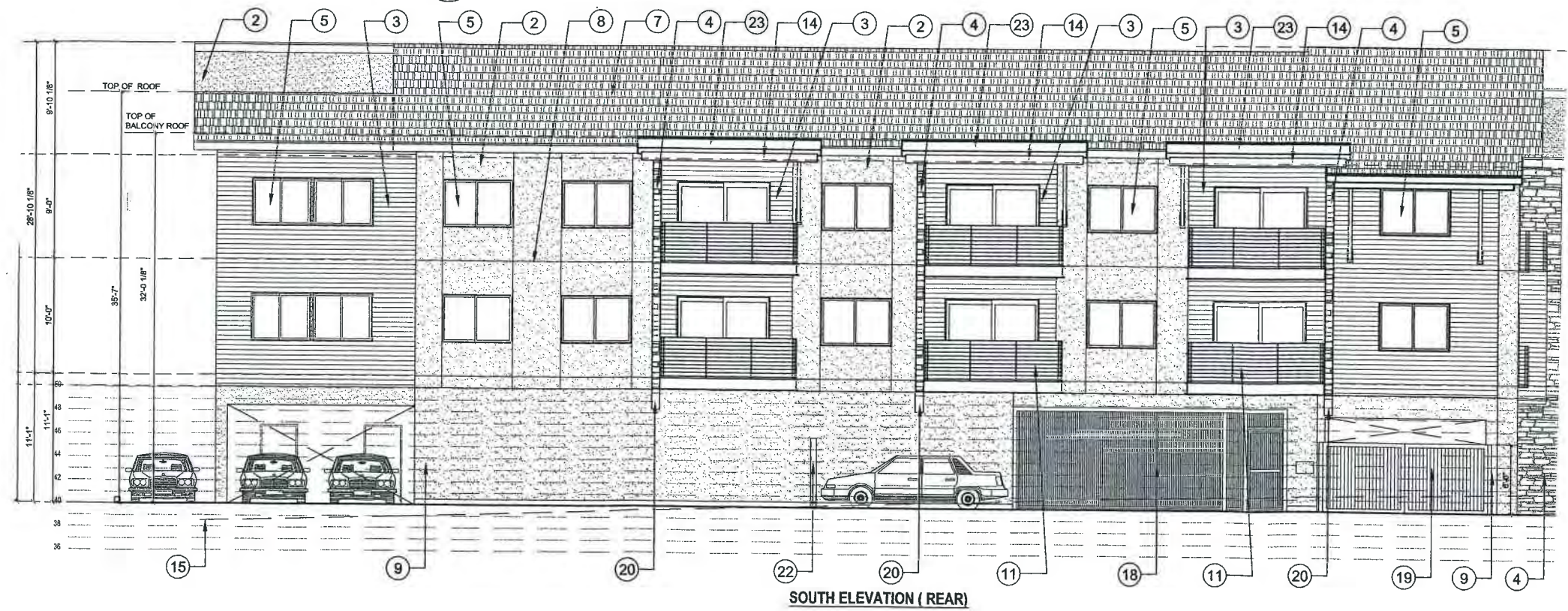
**1 AVENUE PORTOLA ELEVATION**  
1/8"=1'-0"



**2 CORONADO STREET ELEVATION**  
1/8"=1'-0"

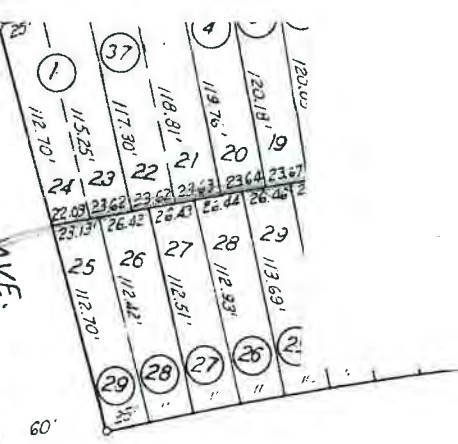
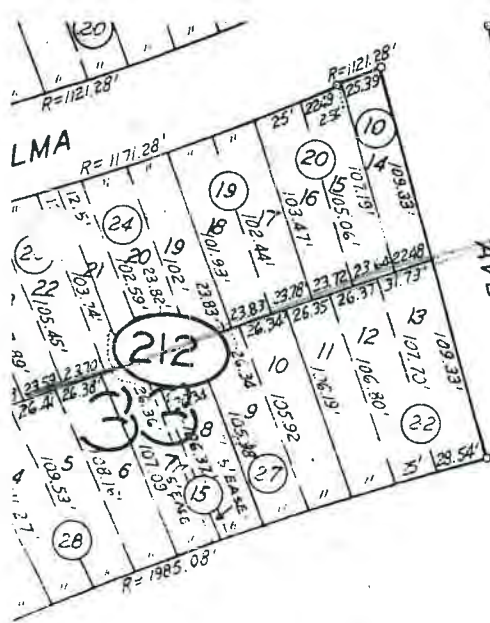


**1 WEST ELEVATION (INTERIOR SIDE)**  
1/8"=1'-0"

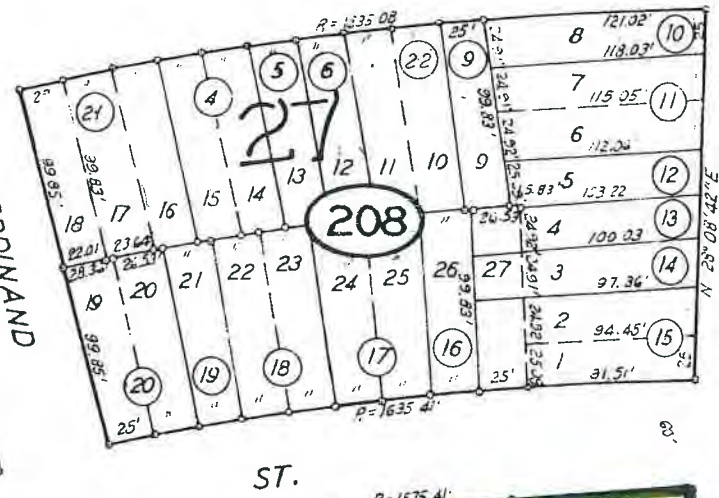
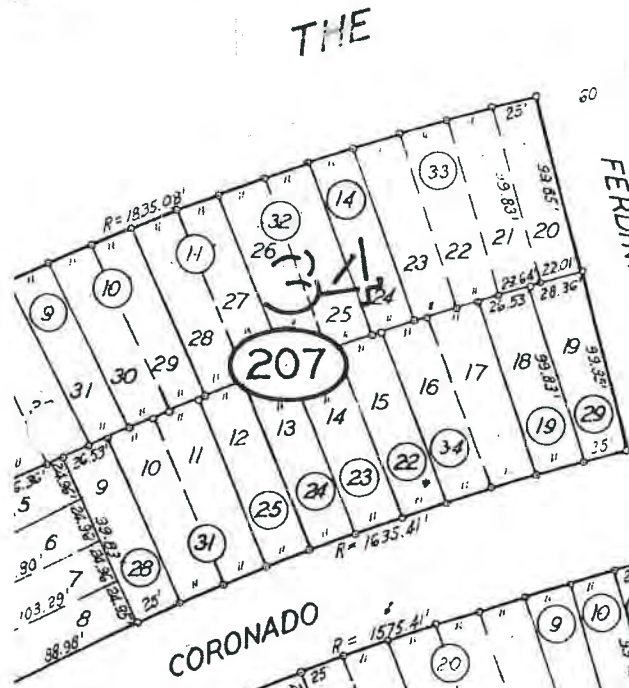


**2 SOUTH ELEVATION (REAR)**  
1/8"=1'-0"

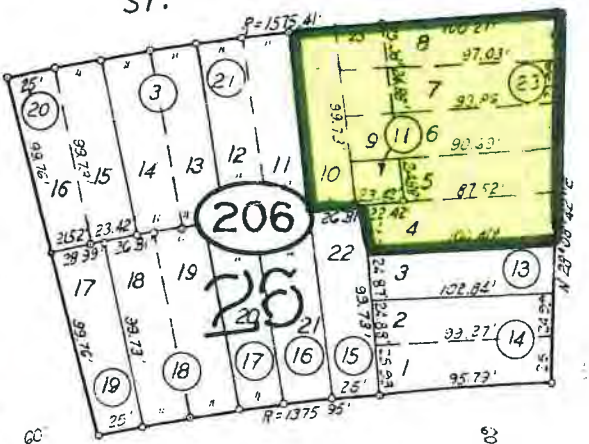
047-206-230  
 Mavericks Apartments Project  
 Cypress Group Development



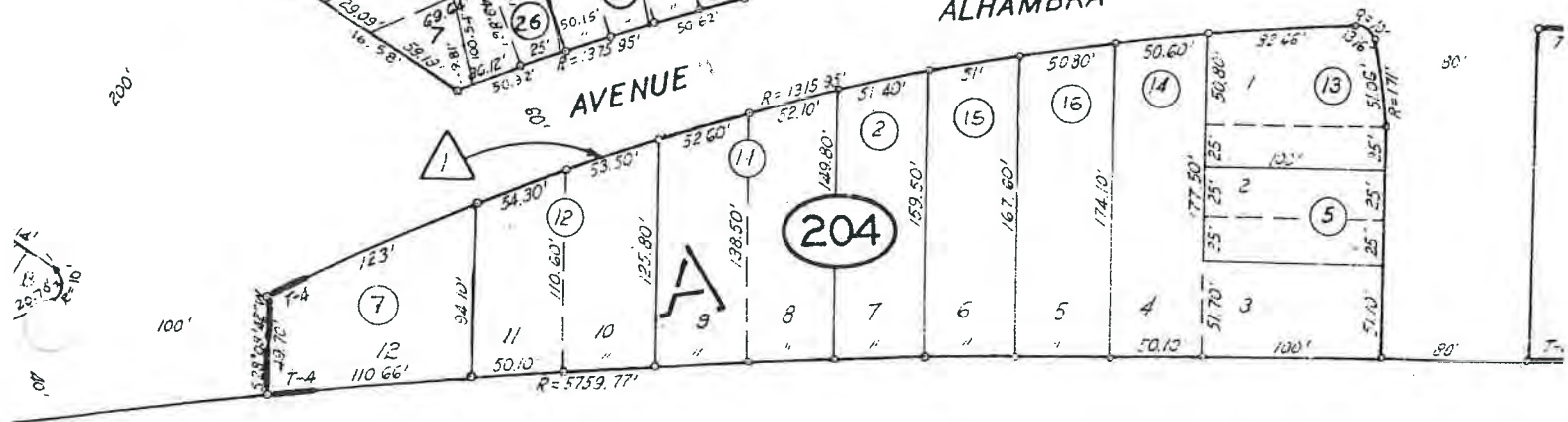
ALAMEDA



PORTOLA



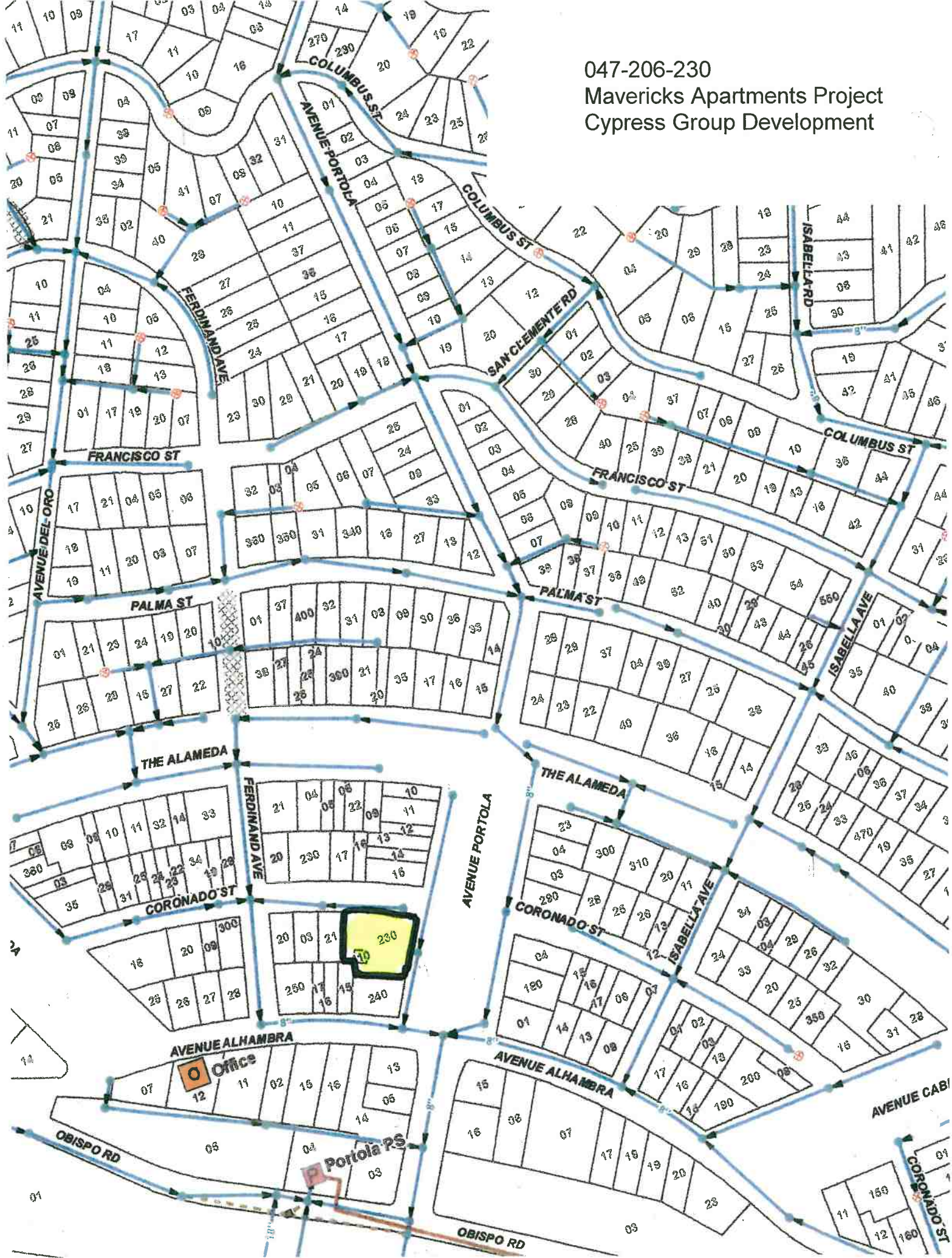
AVENUE



26

- △ TRACT NO. 4 GRANADA PTN. OF-RSM 20/22
- △ DESIR OF SUBS 2 & 3 OF GRANADA PTN. OF-RSM 6/29

047-206-230  
Mavericks Apartments Project  
Cypress Group Development



## Agenda Item

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3

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GRANADA COMMUNITY SERVICES DISTRICT

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AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, District Administrator  
Subject: Consideration of Local Parks & Recreation Facility Priorities Survey Results  
Date: April 23, 2015

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The District has completed its first step as a community services district by conducting the Community Interest and Opinion Survey for Local Parks & Recreation Facilities Priorities directed by an Agreement with the San Mateo County Parks Department.

The four-page survey was mailed on February 20 to 2,283 households. The mailing list was created by combining a list of registered voters provided by Sam Herzberg of San Mateo County, and a list of residential garbage collection accounts provided by Recology of the Coast. Customer addresses are not maintained by the District as sewer service charges are collected on the County tax roll and not directly billed. A web-based version of the survey was placed on the County's online community forum "SpeakOut" from February 16 through March 6. A link to the County website and information regarding the survey was posted to the District website on February 28. An update on the status of the survey was provided at a public board meeting held on March 19.

The survey was developed over the period of one month with questions designed to gauge: 1). Level of usage and satisfaction with existing recreational facilities, 2). Participation and interest levels for specific recreational activities, and 3). Level of importance placed on specific projects. The survey incorporated feedback provided by Marlene Finley & Sam Herzberg of San Mateo County and District Board Members.

To date, 48 surveys have returned as *undeliverable*, leaving a fair assumption that 2,235 households received the survey. The original response time of two weeks was extended to provide additional time for public outreach. Displays with English and Spanish language versions of the survey and stamped return mail envelopes were placed at the Post Office and at El Granada Elementary School. The final number of returned hard-copy surveys is 563, plus 68 completed web surveys, totaling 631 or 28.3% of households receiving the mailed survey.

The District enlisted outside help to enter the survey data into a spreadsheet created by District resident Pat Tierney, a professor at San Francisco State University Parks & Recreation Department, who has extensive experience involving park surveys and analyzing statistical data. Prof. Tierney contacted the District to volunteer his time and expertise to this project, which was gratefully accepted. Prof. Tierney will be presenting the District's survey results with a report and information produced by a sophisticated statistics program (IBM SPSS) he uses, that is commonly used by researchers.



## Agenda Item

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GRANADA SANITARY DISTRICT

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AGENDA MEMORANDUM

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To: Board of Directors  
From: Chuck Duffy, General Manager  
Subject: SAM General O&M, Collections, and Capital Maintenance Budget for Fiscal Year 2015/16  
Date: April 23, 2015

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I have attached the proposed SAM budgets as circulated to the member agencies for FY 2014/15, along with the SAM General Manager's budget memo. Listed below is a summary of the SAM budgets.

SAM Expenses Summary

	FY 2014/15 <u>Budget</u>	FY 2014/15 <u>Projected</u>	FY 2015/16 <u>Budget</u>
O&M	\$ 3,246,916	\$ 3,161,023	\$ 3,340,766
Collections	\$ 869,109	\$ 805,750	\$ 982,206
CMP	na	na	\$ 547,000

Of note in the budget: total (O&M and Collections) Productive Payroll is budgeted at \$1,396,862, a 24% increase over the past three years average Productive Payroll expenditure; and Benefits is budgeted at \$618,533, a 15% increase over the past three years Benefits expenditures.

**DRAFT**  
**SAM GENERAL OPS & CAPITALIZED**  
**MAINTENANCE BUDGET**  
**FISCAL YEAR 2015-16**

**March 23, 2015**

**SEWER AUTHORITY MID-COASTSIDE**

**FY2015-16 JPA/O&M Budgeted Assessments**

	<u>HMB</u>		<u>GCS</u>		<u>MWSD</u>		<u>Total</u>
JPA/O&M Distribution	49.7%		28.5%		21.8%		100.0%
 <b><u>Annual Assessments</u></b>							
Admin General	\$ 547,921	\$	314,200	\$	240,335	\$	1,102,456
Treatment General	\$ 1,056,004	\$	605,555	\$	463,197	\$	2,124,756
NDWSCP General	\$ -	\$	-	\$	-	\$	-
 <b>Annual JPA/O&amp;M Total</b>	 <b>\$ 1,603,924</b>	 <b>\$</b>	 <b>919,755</b>	 <b>\$</b>	 <b>703,532</b>	 <b>\$</b>	 <b>3,227,212</b>
 <b>Monthly JPA/O&amp;M Total</b>	 <b>\$ 133,660</b>	 <b>\$</b>	 <b>76,646</b>	 <b>\$</b>	 <b>58,628</b>		

\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.

## SEWER AUTHORITY MID-COASTSIDE

### JPA/O&M Flow Calculation (using 1 year average)

Admin/Treatment	<u>HMB</u>	<u>GCS</u> D	<u>MW</u> SD	
FY 2015-16	49.7%	28.5%	21.8%	(based off Calendar Year 2014 Hours)
FY 2014-15	48.9%	31.3%	19.8%	(based off Calendar Year 2013 Hours)
Difference	1.6%	-9.0%	10.3%	

#### Flow Distribution - Calendar Year 2014

	Plant	HMB	GCSD	MWSD	Other	% HMB	% GCSD	% MWSD
January 14	1.318	0.660	0.383	0.275	0.000	50.1%	29.1%	20.9%
February 14	1.592	0.735	0.514	0.343	0.000	46.2%	32.3%	21.5%
March 14	1.497	0.691	0.476	0.331	0.000	46.2%	31.8%	22.1%
April 14	1.534	0.678	0.499	0.356	0.000	44.2%	32.5%	23.2%
May 14	1.339	0.655	0.419	0.265	0.000	48.9%	31.3%	19.8%
June 14	1.348	0.682	0.411	0.255	0.000	50.6%	30.5%	18.9%
July 14	1.323	0.654	0.416	0.253	0.000	49.4%	31.4%	19.1%
August 14	1.323	0.697	0.366	0.260	0.000	52.7%	27.7%	19.7%
September 14	1.305	0.694	0.333	0.277	0.000	53.2%	25.5%	21.2%
October 14	1.293	0.695	0.324	0.273	0.000	53.8%	25.1%	21.1%
November 14	1.399	0.743	0.376	0.280	0.000	53.1%	26.9%	20.0%
December 14	3.040	1.522	0.696	0.821	0.000	50.1%	22.9%	27.0%
Jan 2014 thru Dec 2014	18.311	9.106	5.213	3.989	0.000	49.7%	28.5%	21.8%

#### Flow Distribution - Calendar Year 2013

	Plant	HMB	GCSD	MWSD	Other	% HMB	% GCSD	% MWSD
January 13	1.772	0.858	0.563	0.351	0.000	48.4%	31.8%	19.8%
February 13	1.505	0.714	0.492	0.299	0.000	47.4%	32.7%	19.9%
March 13	1.506	0.715	0.479	0.312	0.000	47.5%	31.8%	20.7%
April 13	1.481	0.700	0.465	0.316	0.000	47.3%	31.4%	21.3%
May 13	1.418	0.707	0.430	0.281	0.000	49.9%	30.3%	19.8%
June 13	1.408	0.701	0.426	0.281	0.000	49.8%	30.3%	20.0%
July 13	1.389	0.669	0.450	0.270	0.000	48.2%	32.4%	19.4%
August 13	1.359	0.657	0.438	0.264	0.000	48.3%	32.2%	19.4%
September 13	1.351	0.640	0.457	0.254	0.000	47.4%	33.8%	18.8%
October 13	1.361	0.678	0.432	0.251	0.000	49.8%	31.7%	18.4%
November 13	1.394	0.721	0.401	0.272	0.000	51.7%	28.8%	19.5%
December 13	1.375	0.713	0.389	0.273	0.000	51.9%	28.3%	19.9%
Jan 2013 thru Dec 2013	17.319	8.473	5.422	3.424	0.000	48.9%	31.3%	19.8%

## SEWER AUTHORITY MID-COASTSIDE

### JPA/O&M Revenue Comparison

	Actual FY2013-14	FY2014-15 Budgeted Revenue	FY2015-16 Proposed Revenue	Change from FY 2014-15	
				\$	%
<b>Member Assessments</b>					
Admin	\$ 1,080,360	\$ 1,094,405	\$ 1,102,456	\$ 8,051	0.7%
Treatment	\$ 2,005,308	\$ 2,061,969	\$ 2,124,756	\$ 62,787	3.0%
<b>Total</b>	<b>\$ 3,085,668</b>	<b>\$ 3,156,374</b>	<b>\$ 3,227,212</b>	<b>\$ 70,838</b>	<b>2.2%</b>
<b>Other Revenues (not from Member Assessments)</b>					
NDWSCP	\$ 40,702	\$ 45,773	\$ 52,277	\$ 6,504	14.2%
Admin - Other	\$ 70,627	\$ 32,769	\$ 35,277	\$ 2,508	7.7%
Treatment -Other	\$ 6,335	\$ 12,000	\$ 6,000	\$ (6,000)	-50.0%
Total Other Revenue	\$ 117,663	\$ 90,542	\$ 93,554	\$ 9,012	10.0%
<b>Total Revenues</b>	<b>\$ 3,203,331</b>	<b>\$ 3,246,916</b>	<b>\$ 3,320,766</b>	<b>\$ 79,850</b>	<b>2.5%</b>

### JPA/O&M Expenditure Comparison

	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Admin	\$ 1,159,711	\$ 1,127,174	\$ 1,137,733	\$ 10,559	0.9%
Treatment	\$ 1,930,669	\$ 2,073,969	\$ 2,130,756	\$ 56,787	2.7%
NDWSCP	\$ 49,655	\$ 45,773	\$ 52,277	\$ 6,504	14.2%
<b>Total</b>	<b>\$ 3,140,035</b>	<b>\$ 3,246,916</b>	<b>\$ 3,320,766</b>	<b>\$ 73,850</b>	<b>2.3%</b>

## SEWER AUTHORITY MID-COASTSIDE

FY 2015-16

### Member Agency **JPA/O&M** Assessment Comparison

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 540,672	\$ 535,417	\$ 547,921	\$ 12,503	2.3%
Treatment	\$ 1,003,560	\$ 1,008,780	\$ 1,056,004	\$ 47,223	4.7%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 1,544,232</b>	<b>\$ 1,544,198</b>	<b>\$ 1,603,924</b>	<b>\$ 59,727</b>	<b>3.9%</b>
Monthly Total	\$ 128,686	\$ 128,683	\$ 133,660	\$ 4,977	3.9%

Granada Community Services District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 309,588	\$ 342,622	\$ 314,200	\$ (28,422)	-8.3%
Treatment	\$ 574,656	\$ 645,534	\$ 605,555	\$ (39,978)	-6.2%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 884,244</b>	<b>\$ 988,155</b>	<b>\$ 919,755</b>	<b>\$ (68,400)</b>	<b>-6.9%</b>
Monthly Total	\$ 73,687	\$ 82,346	\$ 76,646	\$ (5,700)	-6.9%

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Admin	\$ 230,100	\$ 216,366	\$ 240,335	\$ 23,969	11.1%
Treatment	\$ 427,092	\$ 407,655	\$ 463,197	\$ 55,541	13.6%
NDWSCP	\$ -	\$ -	\$ -	\$ -	
<b>Total</b>	<b>\$ 657,192</b>	<b>\$ 624,021</b>	<b>\$ 703,532</b>	<b>\$ 79,511</b>	<b>12.7%</b>
Monthly Total	\$ 54,766	\$ 52,002	\$ 58,628	\$ 6,626	12.7%

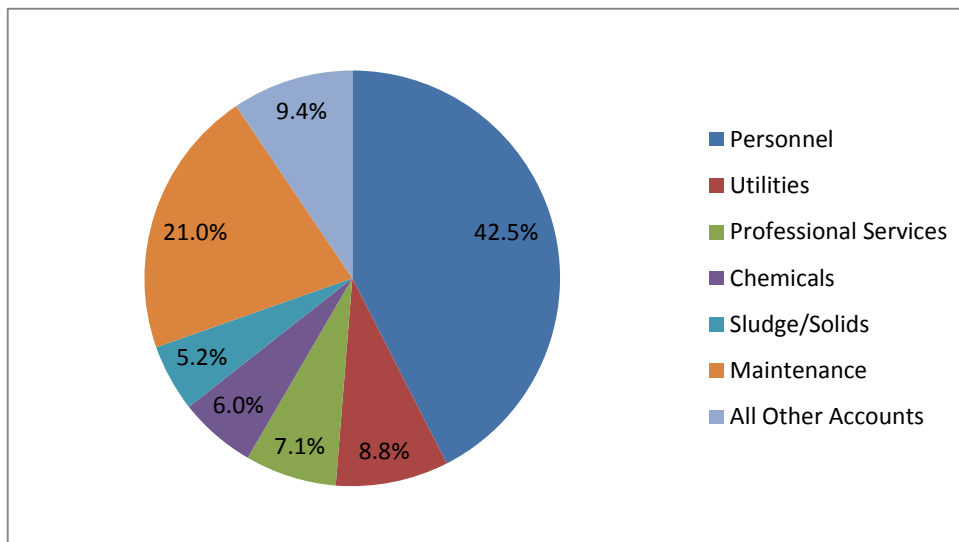
<b>Total</b>	<b>\$ 3,085,668</b>	<b>\$ 3,156,374</b>	<b>\$ 3,227,212</b>	<b>\$ 70,838</b>	<b>2.2%</b>
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\* Non-Domestic Waste Source Control Program (NDWSCP) costs are not included in assessment allocations because, except for some administrative costs, this program is funded entirely by commercial users and not the member agencies.

## SEWER AUTHORITY MID-COASTSIDE

### General Operating Budget - Cost Center Roll-Up

Grouped Categories	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Personnel	1,087,674	1,261,447	1,410,754	\$ 149,307	11.8%
Utilities	301,613	290,180	291,748	\$ 1,569	0.5%
Professional Services	513,940	317,086	237,032	\$ (80,054)	-25.2%
Chemicals	180,006	192,995	198,923	\$ 5,928	3.1%
Sludge/Solids	164,283	173,372	173,372	\$ -	0.0%
Maintenance	624,510	694,715	695,715	\$ 1,000	0.1%
All Other Accounts	268,009	317,122	313,222	\$ (3,900)	-1.2%
Passthrough Accounts	-	-	-	\$ -	0.0%
<b>Total</b>	<b>3,140,035</b>	<b>3,246,916</b>	<b>3,320,766</b>	<b>73,850</b>	<b>2.3%</b>





General Operating Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	1,433,016	1,544,232	1,544,198	772,098	50.0%	1,544,196	100.0%	1,603,924	59,727	3.9%
4011002	Operating Fund Admin Operating GCSD	996,348	884,244	988,155	494,076	50.0%	988,152	100.0%	919,755	-68,400	-6.9%
4011003	Operating Fund Admin Operating MWSD	645,780	657,192	624,021	312,012	50.0%	624,024	100.0%	703,532	79,511	12.7%
Total	Assessments	3,075,144	3,085,668	3,156,374	1,578,186	50.0%	3,156,372	100.0%	3,227,212	70,838	2.2%
		0	0	0	0		0		0	0	
4043001	NDWSCP Revenue-Operating	32,706	39,857	45,523	0	0.0%	45,523	100.0%	52,027	6,504	
4043003	NDWSCP Revenue - Late Fee	238	844	250	0		250		250	0	
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	3,168	30,985	500	2,278	455.7%	4,557	911.4%	1,500	1,000	200.0%
40850	Grant Revenue	0	0	0	0		0		0	0	
41110	Leachate Revenue	0	275	0	0		0		0	0	
40610	Insurance Dividend	29,521	32,979	25,000	0	0.0%	0	0.0%	26,922	1,922	7.7%
40910	Interest Revenue Operating	8,962	6,858	7,269	3,185	43.8%	6,370	87.6%	6,855	-414	-5.7%
Total	Other Income	83,585	117,663	90,542	8,283	9.1%	62,339	68.9%	93,554	3,012	3.3%
<b>Total Income</b>		<b>3,158,729</b>	<b>3,203,331</b>	<b>3,246,916</b>	<b>1,586,469</b>	<b>48.9%</b>	<b>3,218,711</b>	<b>99.1%</b>	<b>3,320,766</b>	<b>73,850</b>	<b>2.3%</b>

<b>Expense Accounts</b>											
50110	Directors Fees	12,300	10,300	10,200	4,100	40.2%	8,200	80.4%	10,200	0	0.0%
5021001	Productive Payroll	715,814	695,413	792,273	398,569	50.3%	797,138	100.6%	855,765	63,492	8.0%
5021002	Overtime	23,604	20,981	27,116	11,049	40.7%	22,098	81.5%	22,981	-4,135	-15.2%
5021003	Restricted Standby Pay	0	0	0	0		0		0	0	
5021004	Benefits	302,465	296,041	352,813	214,935	60.9%	429,870	121.8%	390,593	37,780	10.7%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0		0		35,373	35,373	
5021006	Overtime Meals	0	0	200	0	0.0%	0	0.0%	200	0	0.0%
5021007	Temporary	35,617	36,367	41,940	9,146	21.8%	18,291	43.6%	63,770	21,830	52.1%
5021008	Retire Benefits	12,916	18,779	18,432	9,331	50.6%	18,662	101.2%	18,432	0	0.0%
5031002	Fingerprinting	0	0	0	0		0		0	0	
5031003	Employee Physicals	180	0	2,973	0	0.0%	0	0.0%	2,640	-333	-11.2%
5041001	Personnel Assistance	10,500	10,500	10,812	5,250	48.6%	10,500	97.1%	10,812	0	0.0%
5041002	Audit Fees	11,950	27,175	29,682	25,625	86.3%	51,250	172.7%	29,682	0	0.0%
5041003	Engineering Fees	281,079	147,071	85,000	70,512	83.0%	141,024	165.9%	55,000	-30,000	-35.3%
5041004	Legal Fees	74,771	103,157	78,550	31,437	40.0%	62,874	80.0%	36,050	-42,500	-54.1%
5041005	Payroll Costs	5,712	5,309	5,850	2,180	37.3%	4,360	74.5%	4,680	-1,170	-20.0%
5041006	Other Professional Services	61,554	205,655	68,692	29,271	42.6%	58,542	85.2%	57,308	-11,384	-16.6%
5041007	Special Counsel	0	0	0	0		0		20,000	20,000	
5051001	Janitorial	12,794	12,104	13,780	5,010	36.4%	10,019	72.7%	14,564	784	5.7%
5052002	Laundry Service	19,111	22,192	14,437	10,617	73.5%	21,233	147.1%	14,456	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%

General Operating Budget

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services	17,259	8,074	10,200	6,471	63.4%	12,941	126.9%	5,200	-5,000	-49.0%
5054005	Video Services	0	2,000	3,300	1,000		2,000		3,300	0	0.0%
50610	Memberships and Dues	14,258	15,135	16,530	10,806	65.4%	21,612	130.7%	16,530	0	0.0%
50710	Printing and Publications	2,875	3,562	3,425	709	20.7%	1,419	41.4%	2,675	-750	-21.9%
50810	Skills Improvements	6,981	4,467	6,300	1,404	22.3%	2,808	44.6%	3,300	-3,000	-47.6%
50910	Meetings and Travel	3,903	1,667	4,100	146	3.6%	292	7.1%	3,100	-1,000	-24.4%
5101004	Safety Physicals	0	0	0	0		0		0	0	
5102001	Safety Training	7,007	3,660	5,100	2,247	44.1%	4,494	88.1%	4,400	-700	-13.7%
5102002	Safety Shoes	918	1,064	1,320	0	0.0%	0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	8,726	2,448	1,500	742	49.4%	1,483	98.9%	1,500	0	0.0%
5102005	Safety Equipment	6,211	5,680	4,750	5,509	116.0%	11,018	231.9%	1,750	-3,000	-63.2%
5102006	Safety Program Administration	0	4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage	1,500	2,361	3,081	1,063	34.5%	2,126	69.0%	3,000	-81	-2.6%
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	4,156	3,289	5,032	1,511	30.0%	3,021	60.0%	5,032	0	0.0%
5111004	Computer/Supplies	6,576	6,366	8,670	6,510	75.1%	13,020	150.2%	8,670	0	0.0%
5111005	General Supplies	4,267	3,208	5,380	3,332	61.9%	6,663	123.9%	5,380	0	0.0%
5111006	Bad Debt Expense	1,139	0	0	1,128		2,256		0	0	
5121002	Liability Insurance	26,260	34,664	36,588	17,848	48.8%	35,696	97.6%	29,849	-6,739	-18.4%
5121003	Property Insurance	22,583	24,043	23,716	10,649	44.9%	21,297	89.8%	22,362	-1,354	-5.7%
5121006	Claims	35,000	0	25,000	0	0.0%	0	0.0%	25,000	0	0.0%
5121007	Dishonesty Bond Insurance	328	358	358	179	50.0%	358	99.9%	376	18	5.0%
5132001	Telephone	15,763	16,822	12,566	6,844	54.5%	13,689	108.9%	12,566	0	0.0%
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	27,077	29,499	27,890	9,759	35.0%	19,519	70.0%	28,057	167	0.6%
5141002	Mailing Machine	0	0	0	0		0		0	0	
5141003	Copy Machine	6,817	7,284	6,625	3,041	45.9%	6,082	91.8%	6,625	0	0.0%
5142005	Pagers	0	0	0	0		0				
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System	0	360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	32,134	44,484	25,207	56.7%	50,414	113.3%	44,484	0	0.0%
5152001	Diesel	12,323	8,898	11,858	1,602	13.5%	3,204	27.0%	8,400	-3,458	-29.2%
5152002	Gasoline	4,203	3,435	8,065	1,506	18.7%	3,011	37.3%	4,800	-3,265	-40.5%
5152003	Lubricants	1,455	3,704	2,450	0	0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General	2,091	1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	10	13	2,250	35	1.6%	71	3.1%	2,250	0	0.0%
5162003	General	0	0	0	0		0		0	0	
5162004	Chemicals-Hypoclorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	58,450	1,750	3.1%

**General Operating Budget**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCL-Pump Station	38,680	37,014	38,270	16,539	43.2%	33,079	86.4%	39,451	1,181	3.1%
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant	0	0	0	0		0		0	0	
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,000	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,750	1,497	19.3%	2,994	38.6%	7,750	0	0.0%
5172004	Public Outreach Gen Supplies	5,220	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment	1,202	2,092	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles	5,615	2,034	6,000	2,240	37.3%	4,481	74.7%	6,000	0	0.0%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000	0	0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0	0	0		0		0	0	
5184020	Leahate Delivery Expenses	0	0	0	0		0		0	0	
5184006	Sewer Line - HMB	0	0	0	0		0		0	0	
5184007	Sewer Line-GCSD	0	0	0	0		0		0	0	
5184008	Sewer Line - MWSD	0	0	0	0		0		0	0	
5184009	Lift Station - HMB	0	0	0	0		0		0	0	
5184010	Lift Station - GCSD	0	0	0	0		0		0	0	
5184011	Lift Station-MWSD	0	0	0	0		0		0	0	
5184012	SAM Collection Equipment	10	0	0	0		0		0	0	
52310	Service/Bank Charges	2	5	0	61		122		0	0	
52410	Interest Expense	0	0	0	0		0		0	0	
52510	Depreciation Expense	0	0	0	0		0		0	0	
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	490	882	1,000	412	41.2%	824	82.4%	1,000	0	0.0%
53210	Fines and Penalties	0	0	0	0		0		0	0	
<b>Total Expenses</b>		<b>3,301,103</b>	<b>3,140,035</b>	<b>3,246,916</b>	<b>1,580,512</b>	<b>48.68%</b>	<b>3,161,023</b>	<b>97.35%</b>	<b>3,320,766</b>	<b>73,850</b>	<b>2.3%</b>

**SEWER AUTHORITY MID-COASTSIDE**

## Administration Budget

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15 \$	%
Personnel	\$ 521,798	\$ 688,944	\$ 776,929	\$ 87,985	12.8%
Utilities	\$ -	\$ -	\$ -	\$ -	0.0%
Professional Services	\$ 504,741	\$ 282,086	\$ 212,032	\$ (70,054)	-24.8%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance	\$ 1,235	\$ -	\$ -	\$ -	0.0%
All Other Accounts	\$ 131,938	\$ 156,144	\$ 148,772	\$ (7,372)	-4.7%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>1,159,711</b>	<b>1,127,174</b>	<b>1,137,733</b>	<b>10,559</b>	<b>0.9%</b>





**General Budget - Administration**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies	2,958									
5181001	Office Equipment	1,202	2,092	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles		1,235				0				
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing						0				
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges	2	5		61		122				
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		1,263,799	1,159,711	1,127,174	595,590	52.8%	1,191,181	105.7%	1,137,733	10,559	0.9%

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: ADMINISTRATION**

**REVENUE**

		Current Yr	Last Yr
<b>40610</b>	<b>Insurance Dividend</b>	<b>\$ 26,922</b>	<b>\$ 25,000</b>

SAM is a member of the California Sanitation Risk Management Authority, an insurance pool. Each year, depending on the pool's performance, CSRMA might issue dividends to pool members. Proposed anticipated dividend is approximately the 5 yr average.

<b>40810</b>	<b>Misc. Revenue</b>	<b>\$ 1,500</b>	<b>\$ 500</b>
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This is a generic revenue account for unanticipated revenue such as credits, refunds, public records fees. Proposed anticipated misc revenue is approximately the 5 yr average.

<b>40910</b>	<b>Interest Revenue</b>	<b>\$ 6,855</b>	<b>\$ 7,269</b>
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This is anticipated average 0.26% interest earned on SAM's Investment Fund, Local Agency Investment Fund (LAIF), and reduced current rate of 0.25% interest earned on SAM's FNB Money Market account. Decrease in budget is also due to reduced LAIF and Money Market balance.

<u>Item</u>	<u>Approx Balance</u>	<u>Revenue</u>
LAIF Jan 2015	\$2,375,234	\$6,176
Money Market Jan 2015	\$271,668	\$679

<b>TOTAL ADMINISTRATION OTHER INCOME</b>	<b>\$ 35,277</b>
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**EXPENSES**

<b>50110</b>	<b>Directors Fees</b>	<b>\$ 10,200</b>	<b>\$ 10,200</b>
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Fees paid to SAM Directors for Board, Committee and Special meeting attendance.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
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Regular Meetings	12	\$600	\$7,200
Committee Meetings	6	\$300	\$1,800
Special Meetings	2	\$600	\$1,200

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**5021001      Productive Payroll** **\$ 451,934    \$ 439,701**

This salary is for one represented and three Mgmt staff in Admin. This total reflects a 3.75% merit increase for Mgmt staff and a 3.75% MOU increase for the represented employee. No step increase because represented employee in Admin is at top step.

Item	Cost
Salary	\$ 439,973
3.75% merit increase and MOU-related	\$11,961

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**5021002      Overtime** **\$ 2,000    \$ 2,000**

This is for OT pay to represented employees. SAM has an MOU with Stationary Engineers Local 39, which specifies the conditions and amounts for overtime pay. For this account class, \$1500-1600 in overtime is historically typical, and utilized by represented employee attendance at SAM Board, Workshop and Committee meetings, special projects, and other urgent needs.

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**5021004      Benefits** **\$ 209,357    \$ 178,296**

This account is used for management benefits and for MOU-required benefits for represented staff. SAM provides CalPERS retirement (2%@55) for four (4) "classic" employees. SAM provides insurance for one represented and three Mgmt staff in Admin, and 457K matching contributions. Medical/Dental/Life/Vision is actual cost, with 2.8% increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%, as projected by CSRMA.

Item	Cost
CalPERS retirement	\$118,407
Medical/Dental/Life/Vision	\$67,759
Life & LTD	\$3,559
Workers Comp/Medicare	\$9,632
457K Contrib	\$10,000

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**5021005      Healthcare Benefits MOU Reserve** **\$ 25,494    \$ -**

This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.

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**5021006      Overtime Meals      \$      100      \$      100**

This account is used for MOU-required overtime meal allowance for one represented employee in Admin (estimate of 5 overtime meals at \$20.00 ea).

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**5021007      Temporary Assistance      \$      63,770      \$      41,940**

SAM has a contract for the services of temporary employees. Typically this is for administrative support. This is a "no benefit" position.

This account is also for on-call expert assistance with management and OPS tasks. This is a no benefit position.

<b>Temp</b>	<b>Hrly Rate Appx Hrs</b>		<b>Cost</b>
(1) Admin Assistant	\$30	1398	\$41,940
(1) Treatment/Ops Assistant	\$59	370	\$21,830

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**5021008      Retiree Benefits      \$      10,284      \$      10,284**

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required CalPERS medical cost contribution for its three (3) Admin retired employees at \$115 per month.

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**5031003      Employee Physicals      \$      390      \$      723**

Costs associated w/various medical/pre-employment exams.

<b>Descrip</b>	<b>Freq</b>	<b>Rate</b>	<b>Cost</b>
Pre-Employment	1	\$220	\$220
Fit for Duty/Return to Work	1	\$113	\$113
Alcohol /Substance	1	\$57	\$57

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**5041001      Personnel Assistance      \$      10,812      \$      10,812**

For the services of day-to-day management consulting, labor relations, MOU negotiations, and grievances.

<u>Item</u>	<u>Mos.</u>	<u>Monthly Fee</u>	<u>Cost</u>
Consultant	12	\$901	\$10,812

**5041002      Audit Fees** **\$    29,682    \$    29,682**

Fees for SAM's FY 2014-15 Financial audit, CA State Controllers Annual Report, Statistical Reports, and application of new Statements on Auditing Standards (SAs).

<u>Descrip</u>	<u>Cost</u>
Audit	\$21,682
Audit Support from SAM Accountant	\$8,000

**5041003      Engineering Fees** **\$    55,000    \$    85,000**

Costs associated with general SAM Engineering services, as well as unplanned engineering services associated with urgent or emergency response. This category does not cover engineering services needed for the design or construction management of facility rehabilitation or replacements. Replacement planning is budgeted across a longer timeframe and includes associated engineering costs.

<u>Item</u>	<u>Cost</u>
SAM Engineering Services	\$27,500
Emergency or Urgent Engineering Support	\$27,500

**5041004      Legal Fees** **\$    36,050    \$    78,550**

These are costs associated primarily with the SAM Board's general counsel attendance at meetings and general advice to the Board, GM and Mgmt staff throughout the year. It also includes costs for a labor attorney and special counsel.

<u>Item</u>	<u>Hrly Rate</u>	<u>Approx Hrs</u>	<u>Cost</u>
General Counsel	\$250	120	\$30,000
Labor Attorney	\$265	20	\$5,300
Special Counsel	\$300	2.5	\$750

**5041005      Payroll Costs** **\$      4,680    \$    5,850**

These are costs associated with computer payroll process service at approx \$180 per pay-period, (26). Payroll process includes printed paychecks, tax services, quarterly payroll reports, annual W-2's, and other audited reports. Decrease based on actual FY 2014-15 costs plus 3% inflation.

Item	Periods	Period	Cost
		Fee	
Payroll Service	26	\$180	\$4,680

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**5041006 Other Professional Services** **\$ 47,308 \$ 58,692**

These expenses are for accounting services, website maintenance, and other services (other than legal, engineering, and technical services). Includes monthly and period accounting svcs for SAM, including monthly financial reports to the Board, budget support, NDWSCP and Member Agency billing, and other services as requested by GM and Mgmt staff. It also includes fee for Integrated Watershed Mgmt Plan participation consultant for easement recordings, records retrieval/storage, and web design support.

Item			Cost
Accounting	12	\$2,709	\$32,508
Misc. Financial Support	1	\$2,500	\$2,500
Records Retention	12	\$400	\$4,800
Web design support			\$2,500
IWMP			\$5,000

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**5041007 Special Counsel** **\$ 20,000 \$ -**

This is an anticipated one-time cost for FY 2015-16 related to legal fees for a special counsel related to the JPA.

Item	Cost
Special Counsel	\$20,000

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**5051001 Janitorial** **\$ 14,564 \$ 13,780**

These are costs associated with Janitorial service to SAM Plant Admin and Portola Pump Station buildings and for specialty cleanings.

Item	No	Rate	Cost
Janitorial Monthly fee	12	\$721	\$8,652
Qrtly Janitorial Portola P.S	4	\$257	\$1,028
Steam Clean Restroom Tile	12	\$201	\$2,412
Admin Carpet Cleaning	6	\$412	\$2,472

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**5054004 Technical/Consulting Services** **\$ 5,200 \$ 10,200**

These expenses are for computer services, website maintenance, and other services (other than legal, engineering, and technical services). This includes monthly and period service to SAM's server, backup systems, email/spam, and repairs.

<u>Item</u>	<u>Cost</u>
Computer/website services	\$5,200

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**5054005**      **Video Services**      \$      **3,300**      \$      **3,300**

This expense is for video recordings of board meetings. This year, video recording services are included for 12 meetings.

<u>Item</u>	<u>Mtgs</u>	<u>\$/mtg</u>	<u>Cost</u>
Video Recording services	12	275	\$3,300

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**50610**      **Memberships and Dues**      \$      **16,530**      \$      **16,530**

These are costs associated with SAM and employee membership in professional organizations. They include CASA, BACWA, WateReuse, CWEA, CSDA, USAA Alerts, GFOA, COSTCO, AWWA and WEF.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
California Association of Sanitation Agencies			\$8,200
Bay Area Clean Water Agencies			\$2,500
WateReuse Foundation and Association			\$2,200
Ca Water Env. Assoc	13	\$140	\$1,820
CA Special District Association (CSDA)			\$950
Underground Services Alert			\$300
Government Finance Officers Association (GFOA)			\$200
Costco			\$55
AWWA			\$85
WEF			\$220

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**50710**      **Printing and Publications**      \$      **2,575**      \$      **2,575**

These are costs associated with printing. Includes SAM checks, envelopes, letterhead, public notices, Fed and State Mandatory posters, business forms, and other publications.

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**50810**      **Skills Improvements**      \$      **600**      \$      **1,200**

These are costs associated with employee skill improvements - sending employees to 1 or 2 day seminars or workshops.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Various Courses	2	\$300	\$600

**50910 Meetings and Travel** \$ 2,000 \$ 3,000

These are costs associated with Admin employee meeting, conference, seminar costs and associated travel costs. In FY2015-16, budgeting for 4 meetings amongst CASA, WateReuse, CSDA, and CWEA.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Meetings	4	\$500	\$2,000

**5102001 Safety Training** \$ 800 \$ 1,500

These are costs associated with safety training.

<u>Item</u>	<u>No of staff</u>	<u>Rate</u>	<u>Cost</u>
Cintas Safety Training	4	\$200	\$800

**5111001 Postage** \$ 2,750 \$ 2,831

These are costs associated with Admin, Treatment, and Collections departments postage, annual meter rental, reset fees, parts, shipping fees, postal rate changes, software and overnight mailings.

<u>Item</u>	<u>Cost</u>
Postage	\$1,141
Overnight	\$740
Meter Rental	\$449
Shipping	\$105
Meter Reset fees	\$80
Rate Change Software	\$235

**5111003 Office Supplies** \$ 4,774 \$ 4,774

These are costs associated with office supplies - paper pens, clips etc.

**5111004 Computer Supplies** \$ 3,670 \$ 3,670

These are costs associated with computer and computer printer supplies and software upgrades.

**5111005 General Supplies** \$ 4,350 \$ 4,350

For shared supplies other than those specified elsewhere (sponges, plates, restroom, batteries, garbage liners, frames, hand sanitizer, coffee, and cleaning and other various supplies).

<b>5121002</b>	<b>Liability Insurance</b>	<b>\$ 29,849</b>	<b>\$ 36,588</b>
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Liability insurance for SAM operations reduced based on 2015 actual expenditures plus avg anticipated 5% increase projected by insurance carrier, CSRMA for 2016.

<b>5121003</b>	<b>Prop Ins</b>	<b>\$ 22,362</b>	<b>\$ 23,716</b>
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Property ins for SAM operations and mobile equipment insurance based on FY 2014-15 actuals plus avg anticipated 5% increase for property and for mobile equip insurance, as projected by CSRMA.

<b>5121006</b>	<b>Claims</b>	<b>\$ 25,000</b>	<b>\$ 25,000</b>
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These are usually insurance deductibles associated with insurance claims.

<b>5121007</b>	<b>Dishonesty Bond Insurance</b>	<b>\$ 376</b>	<b>\$ 358</b>
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This insurance is for protection against forgery, alteration of docs, inside /outside premises theft of monies, robbery, or safe burglary, or other property, computer fraud, funds transfer fraud. Increase of 5% due to projected increase by CSRMA.

<b>5132001</b>	<b>Telephone</b>	<b>\$ 12,566</b>	<b>\$ 12,566</b>
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These are costs associated with SAM's telephone lines and equipment. These costs include alarm system lines, DSL line, Centrex Coastside emergency response system, incoming telephone lines and associated troubleshooting services.

<b>5141003</b>	<b>Copy Machine</b>	<b>\$ 6,625</b>	<b>\$ 6,625</b>
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These are costs associated with SAM's newly leased photocopier, including costs for B&W and color copies, toner, and annual maintenance fees.

<b>5181001</b>	<b>Office Equipment</b>	<b>\$ 2,781</b>	<b>\$ 2,781</b>
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These are costs for the purchase and maintenance of small office equipment including chairs, tables, file cabinets, floor signs, recorders, microphones, water units and other misc items.

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**TOTAL ADMINISTRATION EXPENDITURES:**

**\$ 1,137,733   \$ 1,127,174**



**SEWER AUTHORITY MID-COASTSIDE**

## Treatment Budget

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15 \$	%
Personnel	\$ 516,371	\$ 537,330	\$ 592,148	\$ 54,818	10.2%
Utilities	\$ 301,613	\$ 290,180	\$ 291,748	\$ 1,569	0.5%
Professional Services	\$ 9,199	\$ 25,000	\$ 15,000	\$ (10,000)	-40.0%
Chemicals	\$ 180,006	\$ 192,995	\$ 198,923	\$ 5,928	3.1%
Sludge/Solids	\$ 164,283	\$ 173,372	\$ 173,372	\$ -	0.0%
Maintenance	\$ 623,276	\$ 694,715	\$ 695,715	\$ 1,000	0.1%
All Other Accounts	\$ 135,921	\$ 160,378	\$ 163,850	\$ 3,472	2.2%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>1,930,669</b>	<b>2,073,969</b>	<b>2,130,756</b>	<b>56,787</b>	<b>2.7%</b>

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	925,920	1,003,560	1,008,780	504,390	50.0%	1,008,780	100.0%	1,056,004	47,223	4.7%
4011002	Operating Fund Admin Operating GCSD	643,776	574,656	645,534	322,764	50.0%	645,528	100.0%	605,555	-39,978	-6.2%
4011003	Operating Fund Admin Operating MWSD	417,264	427,092	407,655	203,826	50.0%	407,652	100.0%	463,197	55,541	13.6%
Total	Assessments	1,986,960	2,005,308	2,061,969	1,030,980	50.0%	2,061,960	100.0%	2,124,756	62,787	3.0%
4043001	NDWSCP Revenue-Operating										
4043003	NDWSCP Revenue - Late Fee										
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	2,631	195								
40850	Grant Revenue										
41110	Leachate Revenue		275								
40610	Insurance Dividend										
40910	Interest Revenue Operating										
Total	Other Income	11,622	6,335	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
<b>Total Income</b>		<b>1,998,582</b>	<b>2,011,643</b>	<b>2,073,969</b>	<b>1,033,800</b>	<b>49.8%</b>	<b>2,067,600</b>	<b>99.7%</b>	<b>2,130,756</b>	<b>56,787</b>	<b>2.7%</b>
<b>Expense Accounts</b>											
50110	Directors Fees										
5021001	Productive Payroll	273,994	327,637	330,131	169,549	51.4%	339,098	102.7%	376,437	46,306	14.0%
5021002	Overtime	21,535	18,706	25,116	10,136	40.4%	20,272	80.7%	20,981	-4,135	-16.5%
5021003	Restricted Standby Pay										
5021004	Benefits	123,276	154,688	162,629	90,135	55.4%	180,269	110.8%	168,334	5,705	3.5%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0				9,342	9,342	
5021006	Overtime Meals	0		100		0.0%	0	0.0%	100	0	0.0%
5021007	Temporary										
5021008	Retire Benefits	4,944	7,819	7,704	3,852	50.0%	7,704	100.0%	7,704	0	0.0%
5031002	Fingerprinting										
5031003	Employee Physicals	180		2,250		0.0%	0	0.0%	2,250	0	0.0%
5041001	Personnel Assistance										
5041002	Audit Fees										
5041003	Engineering Fees		4,200								
5041004	Legal Fees										
5041005	Payroll Costs										
5041006	Other Professional Services										
5041007	Special Counsel										
5051001	Janitorial										
5052002	Laundry Service	19,111	22,192	14,437	10,617	73.5%	21,233	147.1%	14,456	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services										
5054005	Video Services										
50610	Memberships and Dues	280	148		312		624				
50710	Printing and Publications	202	645	750	0	0.0%	0	0.0%	0	-750	-100.0%
50810	Skills Improvements	6,118	3,438	4,800	992	20.7%	1,984	41.3%	2,400	-2,400	-50.0%
50910	Meetings and Travel	1,856	422	1,000	0	0.0%	0	0.0%	1,000	0	0.0%
5101004	Safety Physicals										
5102001	Safety Training	7,007	3,660	3,600	2,247	62.4%	4,494	124.8%	3,600	0	0.0%
5102002	Safety Shoes	918	1,064	1,320	0		0	0.0%	1,320	0	0.0%
5102003	Personal Safety Equipment	8,726	2,448	1,500	742	49.4%	1,483	98.9%	1,500	0	0.0%
5102005	Safety Equipment	6,211	5,680	4,750	5,509	116.0%	11,018	231.9%	1,750	-3,000	-63.2%
5102006	Safety Program Administration		4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage										
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	145	304	258	4		9	3.4%	258	0	0.0%
5111004	Computer/Supplies		71	5,000	0	0.0%	0	0.0%	5,000	0	0.0%
5111005	General Supplies	621	877	1,030	87	8.5%	175	17.0%	1,030	0	0.0%
5111006	Bad Debt Expense										
5121002	Liability Insurance										
5121003	Property Insurance										
5121006	Claims										
5121007	Dishonesty Bond Insurance										
5132001	Telephone	11									
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	27,077	29,499	27,890	9,759	35.0%	19,519	70.0%	28,057	167	0.6%
5141002	Mailing Machine										
5141003	Copy Machine										
5142005	Pagers										
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System		360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	29,362	44,484	25,012	56.2%	50,024	112.5%	44,484	0	0.0%
5152001	Diesel	12,323	8,898	11,858	1,602	13.5%	3,204	27.0%	8,400	-3,458	-29.2%
5152002	Gasoline	4,203	3,366	8,065	1,445	17.9%	2,890	35.8%	4,800	-3,265	-40.5%
5152003	Lubricants	1,455	3,704	2,450	0	0.0%	0	0.0%	2,450	0	0.0%
5162001	Chemical-General	2,091	1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	10	13	2,250	35	1.6%	71	3.1%	2,250	0	0.0%
5162003	General										
5162004	Chemicals-Hypochlorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	58,450	1,750	3.1%
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCL-Pump Station	38,680	37,014	38,270	16,539	43.2%	33,079	86.4%	39,451	1,181	3.1%

Sewer Authority Mid-Coastside

General Budget - Treatment

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,000	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,500	1,497	20.0%	2,994	39.9%	7,500	0	0.0%
5172004	Public Outreach Gen Supplies	2,262	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment										
5182002	Vehicles	5,615	799	6,000	2,240	37.3%	4,481	74.7%	6,000	0	0.0%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000		0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0								
5184020	Leahate Delivery Expenses	0					0				
5184006	Sewer Line - HMB	0									
5184007	Sewer Line-GCSD	0									
5184008	Sewer Line - MWSD	0									
5184009	Lift Station - HMB	0									
5184010	Lift Station - GCSD	0									
5184011	Lift Station-MWSD	0									
5184012	SAM Collection Equipment	10									
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	490	882	1,000	412	41.2%	824	82.4%	1,000	0	0.0%
53210	Fines and Penalties									0	
<b>Total Expenses</b>		<b>1,999,184</b>	<b>1,930,669</b>	<b>2,073,969</b>	<b>966,179</b>	<b>46.6%</b>	<b>1,932,358</b>	<b>93.2%</b>	<b>2,130,756</b>	<b>56,787</b>	<b>2.7%</b>

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: TREATMENT**

**REVENUE**

		Current Yr	Last Yr
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<b>4081001</b>	<b>Treatment Trucked Waste</b>	<b>\$ 6,000</b>	<b>\$ 12,000</b>
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SAM has a program to accept trucked waste and excess irrigation water. This program generates revenue based on the volume of product discharged into the treatment plant. Reduction due to revised estimate based on FY 14-15 actual revenues.

Item	Revenue
Excess Irrigation Water	\$3,000
Trucked wastes	\$3,000

<b>TOTAL TREATMENT OTHER INCOME</b>		<b>\$ 6,000</b>	<b>\$ 12,000</b>
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**EXPENSES**

<b>5021001</b>	<b>Productive Payroll</b>	<b>\$ 376,437</b>	<b>\$ 330,131</b>
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This is salary for employees in this account class. This total reflects 3.75% MOU-related increase for the fiscal year and one (1) step increase at 5.0%. The budget includes an additional new hire of a Certified Operator II. Additionally there is reallocation of a portion of 2 employees time out of Treatment, and into Collections.

Item	
Salary	\$302,182
Step increase	\$870
New Hire	\$62,760
MOU Increase	\$10,625

<b>5021002</b>	<b>Overtime</b>	<b>\$ 20,981</b>	<b>\$ 25,116</b>
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This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY 2015-16 total based upon the actuals thru December 2014. Overtime is used for SAM pump and lift station callouts, emergency response to alarm conditions and storm related staffing. There is a decrease in FY 2015-16 due to a lower projection of actual expenses in FY 2014-15.

<b>5021004</b>	<b>Benefits</b>	<b>\$ 168,334</b>	<b>\$ 162,629</b>
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This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to 1% increase in "classic" employees contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%. The costs include the benefits for the new hire in the Treatment department.

Item	Cost
CalPERS retirement	\$52,406
Medical/Dental/Life/Vision	\$90,949
Retiree Health Security Plan	\$522
LTD	\$1,036
Workers Comp/Medicare	\$23,421

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**5021005 Healthcare Benefits MOU Reserve** \$ 9,342 \$ -

This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.

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**5021006 Overtime Meals** \$ 100 \$ 100

This account is used for MOU-required overtime meals.

Item	No	Rate	Cost
Instances per year	5	\$20	\$100

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**5021008 Retiree Benefits** \$ 7,704 \$ 7,704

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required contribution for its two (2) Treatment retired employee at \$115 per month.

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**5031003 Employee Physicals** \$ 2,250 \$ 2,250

Costs associated with various medical examinations and required inoculations.

Descrip	No	Rate	Cost
Hep B Series (3)	6	\$255	\$1,530
Respirator	6	\$120	\$720

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**5052002 Laundry Service** \$ 14,456 \$ 14,437

These are costs associated with the laundering of MOU-required uniforms, safety mats, and shop rags.

Item	Units/Year	Rate	Cost
Uniform Service (per Ee)	52	\$278	\$14,456

**5052003**      **Outside Lab Analysis**      \$    **52,102**    \$    **45,627**

These are costs associated with NPDES permit required lab analysis. This account increases due to increased First Flush cost, and Snapshot Day

Item	No	Rate	Cost
San Mateo County Labs	10	\$275	\$2,750
SBSA	12	\$2,200	\$26,400
Alpha Labs, Annual	1	\$3,473	\$3,473
First Flush	1	\$8,000	\$8,000
Pacific EcoRisk	5	\$1,930	\$9,650
Alpha Labs, Quarterly	4	\$251	\$1,004
Snapshot Day	1	\$475	\$475
Oil Wear Analysis	1	\$350	\$350

**5052004**      **Inspections**      \$    **70,515**    \$    **70,515**

These are costs associated with required periodic inspections by third party experts of SAM facilities and equipment.

Item	Cost
Generators	\$22,915
Power Distribution	\$12,000
Boilers/Flare	\$8,000
Outfall	\$12,000
Pumps	\$5,000
Motor Control Centers	\$9,550
Cranes	\$525
Backflow Prevention	\$525

**5052005**      **Calibration**      \$    **13,000**    \$    **13,000**

These are costs associated with regular/quarterly third party flow meter calibrations. This years budgeted amount is left at the same as it reflects current spending.

Item	No	Rate	Cost
Plant Influent Meter	4	\$250	\$1,000
Mid-Plant Meter	4	\$250	\$1,000
No 3 Water Meter	4	\$250	\$1,000
Portola	4	\$250	\$1,000
Montara	4	\$250	\$1,000
Princeton	4	\$250	\$1,000
HMB Meters	2	\$3,500	\$7,000

**5052009**      **Solid Waste**      \$    **173,372**    \$    **173,372**

These are costs associated with disposal of Plant biosolids and solid waste.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Biosolids	12	\$13,500	\$162,000
Solid waste	12	\$948	\$11,372

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**5052013**      **Maintenance Management**      \$      500      \$      500

These costs are for annual support for the plant and pump station maintenance management software.

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**50710**      **Printing and Publications**      \$      -      \$      750

There are no projected costs in FY 2015-16 associated with printing documents for Public Outreach.

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**50810**      **Skills Improvements**      \$      2,400      \$      4,800

These are costs associated with employee skill improvements for six employees.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various Courses	6	\$400	\$2,400

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**50910**      **Meetings and Travel**      \$      1,000      \$      1,000

These are costs associated with employee meeting, conference, seminar costs and associated travel costs.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various	2	\$500	\$1,000

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**5102001**      **Safety Training**      \$      3,600      \$      3,600

These are costs associated with mandated safety training.

<u>Item</u>	<u>Staff</u>	<u>Rate</u>	<u>Cost</u>
Cintas Safety Training	6	\$600	\$3,600

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**5102002**      **Safety Shoes**      \$      1,320      \$      1,320

These are costs associated with MOU-required safety shoe reimbursement. Current annual reimbursement is \$220/ employee.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Safety shoes	6	\$220	\$1,320

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**5102003**      **Personal Safety Equipment**      \$      1,500      \$      1,500



These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles. Amount increased for more protective outerwear, to a more visible type for on-road work. SAM has an excellent safety record and these funds will help keep it that way.

Item	No	Rate	Cost
Personal Safety items	6	\$250	\$1,500

**5102005 Safety Equipment** \$ 1,750 \$ 4,750

These are costs associated with safety equipment other than personal equipment. These include SCBAs, etc. This account has been decreased as there are no projected costs for foul air detectors in FY 2015-16.

Item	No	Rate	Cost
SCBA Units	3	\$232	\$695
Equipment Repair & Maint	1	\$906	\$906
SCBA Tanks	3	\$50	\$150

**5102006 Safety Program Documentation** \$ 15,000 \$ 25,000

These monies are for safety program documentation review and updating to keep current with changing regulations. This work is highly specialized and requires professional assistance.

**5111002 Equipment Rental** \$ 15,000 \$ 66,000

These are costs associated with rental cost for equipment such as portable backup generators. FY 2015-16 anticipates the operation of WWFMP which eliminates the need for wet weather tanks at Portola Pump Station.

Item	No	Rate	Cost
Generators/various	2	\$7,500	\$15,000

**5111003 Office Supplies** \$ 258 \$ 258

These are costs associated with office supplies - paper, pens, clips etc.

**5111004 Computer/ Supplies** \$ 5,000 \$ 5,000

These are costs associated with computers; two computers with software will be replaced.

Item	No	Rate	Cost
Computer replacements	2	\$2,500	\$5,000

**5111005 General Supplies** \$ 1,030 \$ 1,030

These costs are for various supplies used in the daily operation of the SAM Plant facilities. This includes nuts, bolts and other hardware, paints, brooms and cleaning supplies, etc.

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**5132002      Electric** **\$    261,702    \$    260,397**

These are electricity service costs for the plant and the three pump stations. Unknown expected increase for FY2015-16. Electricity usage varies based on wet weather flows.

<b>Item</b>	<b>kWh</b>	<b>Rate</b>	<b>Cost</b>
Plant	1,581,000	\$0.1228	\$194,147
Portola	262,000	\$0.1567	\$41,055
Princeton	71,000	\$0.1633	\$11,594
Montara	91,000	\$0.1638	\$14,906

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**5132003      Natural Gas** **\$        1,989    \$        1,893**

These costs are for PG&E gas service. SAM uses natural gas for heating, hot water, and as back up to digester gas for heating the digesters at the SAM plant.

<b>Item</b>	<b>BTU</b>	<b>Rate</b>	<b>Cost</b>
Natural Gas	1300	\$1.53	\$1,989

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**5132004      Water** **\$       28,057    \$       27,890**

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection.

<b>Item</b>	<b>No Units</b>	<b>Rate</b>	<b>Cost</b>
Plant	990	11.53	\$11,415
Plant (Standby Fire Protection)			\$832
Portola	1890	\$7.78	\$14,704
Princeton	2	\$90.79	\$182
Montara	35	\$26.42	\$925

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**5142006      Alarm Service** **\$        2,100    \$        2,100**

Fees for emergency alarm service.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Fire Alarm Monitoring	4	\$135	\$540
Monthly Alarm Monitoring	12	\$130	\$1,560

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**5142007      Radio System** **\$        2,900    \$        2,900**

These are costs associated with the use and maintenance of SAM's radio systems.

Item	No	Rate	Cost
Radio System Maintenance	1	\$2,400	\$2,400
Various repairs	1	\$500	\$500

**5142008 Permits, Licenses and Fees** \$ 44,484 \$ 44,484

These are costs associated with SAM's permits and licenses such as BAAQMD fees, NPDES fees, San Mateo County fees and other permits.

Item	Cost
Bay Area Air Quality Management District	\$16,000
CA State Water Resources Control Board	\$20,000
CA Department of Health Services	\$1,500
San Mateo County	\$800
Property Tax	\$50
BACWA Annual Permit Renewal	\$6,084
US Environmental Protection Agency	\$50

**5152001 Diesel** \$ 8,400 \$ 11,858

Diesel fuel costs. Diesel is used in emergency generators, pumps, and vehicles. Decrease reflects drop in fuel prices. Increase in gallons reflects new Vacuum Truck.

Item	Gallons	Rate	Cost
Diesel Fuel	2400	\$3.50	\$8,400

**5152002 Gasoline** \$ 4,800 \$ 8,065

Gasoline fuel costs for most of SAM's vehicles. Vehicles include one pickup for maintenance, two pickups for operations and one hybrid for administration. Decrease reflects drop in fuel prices.

Item	Gallons	Rate	Cost
Gasoline	1,600.00	\$ 3.00	\$4,800

**5152003 Lubricants** \$ 2,450 \$ 2,450

Cost of equipment lubricants including oils and greases for gear cases and bearings.

Item	Units	Rate	Cost
Oils (barrel)	2	\$725	\$1,450
Oils (bucket)	1	\$700	\$700
Greases	1	\$300	\$300

**5162001 Chemical-General** \$ 2,523 \$ 2,450

Costs for general chemicals other than those specified elsewhere. Included are potassium iodide, phenylarsine oxide, and buffer solutions for chlorine residual and other analyses.

<b>5162002</b>	<b>Maintenance</b>			\$	<b>2,250</b>	\$	<b>2,250</b>
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These are costs related to the equipment maintenance and enhancements. This includes small parts, cleaners, rags, etc.

<b>5162004</b>	<b>Chemicals- Hypochlorite-Plant</b>			\$	<b>58,450</b>	\$	<b>56,700</b>
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These are costs for the chemical used for plant effluent disinfection, sodium hypochlorite (industrial strength chlorine bleach).

<b>Item</b>	<b>kgal/year</b>	<b>\$/kgal</b>	<b>Cost</b>
NaOCl	70.00	\$835	\$58,450

<b>5162005</b>	<b>Chemicals-Bisulfite</b>			\$	<b>42,575</b>	\$	<b>41,275</b>
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These are costs for the chemical used for plant effluent dechlorination, sodium metabisulfite.

<b>Item</b>	<b>lb/year</b>	<b>\$/lb</b>	<b>Cost</b>
NaHSO <sub>3</sub>	32,500.00	\$1.31	\$42,575

<b>5162006</b>	<b>Chemicals-NaOCl-Pump Stations</b>			\$	<b>39,451</b>	\$	<b>38,270</b>
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These are costs for Sodium hypochlorite (industrial strength chlorine bleach).

<b>Item</b>	<b>kgal/year</b>	<b>\$/kgal</b>	<b>Cost</b>
NaOCl	47.2	\$835	\$39,451

<b>5162007</b>	<b>Chemicals-Polymer</b>			\$	<b>30,380</b>	\$	<b>29,500</b>
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These are costs for solids dewatering chemicals used to thicken biosolids for disposal.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Polymer	10	\$3,038	\$30,380

<b>5162008</b>	<b>Chemicals- FeCl<sub>3</sub></b>			\$	<b>25,544</b>	\$	<b>24,800</b>
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These are costs for ferric chloride, used for hydrogen sulfide control and for prevention of ammonium magnesium phosphate (struvite) scaling.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
FeCl <sub>3</sub>	4	\$6,386	\$25,544

<b>5172001</b>	<b>Lab Chemicals</b>			\$	<b>1,500</b>	\$	<b>1,500</b>
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These are SAM plant laboratory costs, other than chemical and maintenance supplies, such as glassware, filter papers, sample bottles and equipment, gloves, soaps, and other supplies used in day to day lab operation.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$125	\$1,500

**5172002      Lab Maintenance Supplies** \$    1,000    \$    1,000

These are costs associated with supplies used in the SAM plant laboratory.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$83	\$1,000

**5172003      Lab General** \$    7,500    \$    7,500

These are SAM plant laboratory costs, other than chemicals and maintenance supplies. They include filter paper, test kits, containers, sampler repairs.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$625	\$7,500

**5172004      Public Outreach Gen. Supplies** \$    2,550    \$    5,100

These are costs associated with supplies used in support of SAM's public outreach efforts. These are primarily related to the Sewer Science program. Budget reduction reflects cutting back on newsletter and flyer materials

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Supplies	3	\$850	\$2,550

**5182002      Vehicles** \$    6,000    \$    6,000

These are costs for accessories and repairs to vehicles.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
As needed	12	\$500	\$6,000

**5182003      Building and Grounds** \$   15,000    \$   10,000

These are costs associated with the maintenance of SAM building and grounds based on past years' monthly expenditure trends and expectations for FY 2015-16. Primary tasks are clean up and tree trimming.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$1,250	\$15,000

**5182004      Pump Station/Collection System** \$ 178,000    \$ 195,000

These are costs associated with the major repair or minor replacement of SAM Pump Station equipment. Major repairs (planned / unplanned) include pump overhauls, generator repairs, electrical system repairs, structure and appurtenance repairs, all station equipment repairs. Also included is ongoing maintenance costs for all station equipment, tools and vendors used to perform the maintenance, changes to pumping systems including PLC programming, updates to make pumping process more reliable, etc. This budget has broken out some of the planned repairs/purchases for clarity.

Item	No	Rate	Cost
Various	6	\$10,000	\$60,000
IPS Repairs (as needed)	1	\$50,000	\$50,000
Seal/Rehab Wet Well Montara	1	\$60,000	\$60,000
Replace wetwell hatches, Portola	1	\$8,000	\$8,000

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**5182005 Plant Equipment** **\$ 362,000 \$ 298,000**

These are costs associated with the major repair or minor replacement of SAM Plant equipment. Major repairs (planned and/or unplanned) include pump overhauls, generator repairs, electrical system repairs, tank and appurtenance repairs, all plant equipment repairs. Also included is ongoing maintenance costs for all plant equipment, tools and vendors used to perform the maintenance, changes to treatment systems including PLC programming, updates to make treatment process easier and/or more cost effective to operate, etc. This budget has broken out some of the planned repairs/purchases for clarity.

Item	No	Rate	Cost
Various repairs/improvmts.	4	\$8,000	\$32,000
Davit System	1	\$10,000	\$10,000
Replacement motors	1	\$15,000	\$15,000
Pump Parts	1	\$15,000	\$15,000
Rplc Grit Chamber Gate Valve	1	\$25,000	\$25,000
EQ Tank Set up/Gate Valve	1	\$25,000	\$25,000
SCADA Control Air to SS Basin	1	\$32,000	\$32,000
SS Gas Blower	1	\$33,000	\$33,000
Clean / Recoat Digester	1	\$175,000	\$175,000

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**5182013 Facility Roofing** **\$ 30,000 \$ 30,000**

Roof leaks within Administration and Mechanical Buildings put key electronic equipment at risk. This line item has been traditionally been held for facility paint work, which still needs to be done, however the roof is a higher priority at this time.

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**5202001 Mechanical Tools** **\$ 11,200 \$ 1,200**

Costs for mechanic's tool - both acquisition and replacements. Major addition of a crane is to facilitate pump removal at small sewer stations and to reduce injury risk.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$100	\$1,200
Auto-Crane for Mechanic's Truck	\$1	\$10,000	\$10,000

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<b>5202002</b>	<b>General Tools</b>	<b>\$</b>	<b>1,000</b>	<b>\$</b>	<b>1,000</b>
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Costs for tools other than mechanic's tools, such as tools used by operators, hand tool replacements, flashlights, cutting tools, greasing tools, and other small tools used in the day to day operation.

<b>Item</b>	<b>No</b>	<b>Rate</b>	<b>Cost</b>
Various	12	\$83	\$1,000

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<b>TOTAL TREATMENT EXPENDITURES:</b>	<b>\$</b>	<b>2,130,756</b>	<b>\$</b>	<b>2,073,969</b>
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**SEWER AUTHORITY MID-COASTSIDE**

## NDWSCP Budget

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from	
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15 \$	%
Personnel	\$ 49,505	\$ 35,173	\$ 41,677	\$ 6,504	18.5%
Utilities	\$ -	\$ -	\$ -	\$ -	0.0%
Professional Services	\$ -	\$ 10,000	\$ 10,000	\$ -	0.0%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%
Maintenance	\$ -	\$ -	\$ -	\$ -	0.0%
All Other Accounts	\$ 150	\$ 600	\$ 600	\$ -	0.0%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%
<b>Total</b>	<b>49,655</b>	<b>45,773</b>	<b>52,277</b>	<b>6,504</b>	<b>14.2%</b>







**General Budget - NDWSCP**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162003	General										
5162004	Chemicals-Hypochlorite-Plant										
5162005	Chemicals-Bisulfite										
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General	0		250		0.0%	0	0.0%	250	0	0.0%
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment										
5182002	Vehicles										
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing										
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment										
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools										
53210	Fines and Penalties										
<b>Total Expenses</b>		38,120	49,655	45,773	18,742	40.9%	37,485	81.9%	52,277	6,504	14.2%

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: NDWSCP**

**REVENUE**

		Current		Last Yr
		Yr		

<b>4043001</b>	<b>NDWSCP Operating Fee</b>	<b>\$ 52,027</b>		<b>\$ 45,523</b>
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This is revenue for the Non-Domestic Waste Source Control Program (NDWSCP). This is a self-funding program. The revenue is adjusted to offset the expenses. FY 2015-16 increase due to more payroll expense allocation to NDWSCP.

<b>4043003</b>	<b>NDWSCP Late Fee</b>	<b>\$ 250</b>		<b>\$ 250</b>
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This is revenue from anticipated late-fees of the NDWSCP.

<b>TOTAL NDWSCP OTHER INCOME</b>		<b>\$ 52,277</b>		<b>\$ 45,773</b>
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**EXPENSES**

<b>5021001</b>	<b>Productive Payroll</b>	<b>\$ 27,394</b>		<b>\$ 22,441</b>
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This is salary for employees in this account class. This total reflects 3.75% MOU-related salary increase for the fiscal year. The increase in FY 2015-16 is due to an increased allocation of employee time to NDWSCP.

Item	Cost
Salary	\$26,403
MOU increase	\$991

<b>5021004</b>	<b>Benefits</b>	<b>\$ 12,902</b>		<b>\$ 11,888</b>
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This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to 1% increase in "classic" employees contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%.

Item	Cost
CalPERS retirement	\$4,860
Medical/Dental/Life/Vision	\$5,915
LTD	\$70
Workers Comp/Medicare	\$2,057

<b>5021005</b>	<b>Healthcare Benefits MOU Reserve</b>	<b>\$ 537</b>	<b>\$ -</b>
	<p>This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.</p>		
<b>5021008</b>	<b>Retiree Benefits</b>	<b>\$ 444</b>	<b>\$ 444</b>
	<p>This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits.</p>		
<b>5041006</b>	<b>Other Professional Services</b>	<b>\$ 10,000</b>	<b>\$ 10,000</b>
	<p>In FY2015/16, \$10,000 is set aside for consultant and other fees in pursuit of outsourcing some of the Inspection functions to other Agencies.</p>		
<b>50710</b>	<b>Printing and Publications</b>	<b>\$ 100</b>	<b>\$ 100</b>
	<p>These are costs associated with printing items such as best business practices posters for permitted dischargers.</p>		
<b>50810</b>	<b>Skills Improvements</b>	<b>\$ 300</b>	<b>\$ 300</b>
	<p>These are costs associated with one employee skill improvements.</p>		
<b>50910</b>	<b>Meetings and Travel</b>	<b>\$ 100</b>	<b>\$ 100</b>
	<p>These are costs associated with employee meeting, conference, seminar costs and associated travel costs.</p>		
<b>5111001</b>	<b>Postage</b>	<b>\$ 250</b>	<b>\$ 250</b>
	<p>These are costs associated with postage for NDWSCP publications.</p>		
<b>5172003</b>	<b>Lab General</b>	<b>\$ 250</b>	<b>\$ 250</b>
	<p>These are SAM plant laboratory costs, associated with the NDWSCP, other than lab chemicals and maintenance supplies.</p>		
<b>TOTAL NDWSCP EXPENDITURES:</b>		<b>\$ 52,277</b>	<b>\$ 45,773</b>

**SEWER AUTHORITY MID-COASTSIDE**

**FY2015-16 Capitalized Maintenance Budgeted Assessments**

	<u>HMB</u>	<u>GCS</u> D	<u>MWSD</u>	<u>Total</u>
Capitalized Maintenance Allocation	49.7%	28.5%	21.8%	100.0%
<b><u>Annual Assessments</u></b>				
Capitalized Maintenance	\$ 271,859	\$ 155,895	\$ 119,246	\$ 547,000
<b>Annual Capitalized Maintenance Total</b>	<b>\$ 271,859</b>	<b>\$ 155,895</b>	<b>\$ 119,246</b>	<b>\$ 547,000</b>
<b>Monthly Capitalized Maintenance Total</b>	<b>\$ 22,655</b>	<b>\$ 12,991</b>	<b>\$ 9,937</b>	

# SEWER AUTHORITY MID-COASTSIDE

## Capitalized Maintenance Assessment Comparison

	Actual FY2013-14	FY2014-15 Budgeted Revenue	FY2015-16 Proposed Revenue	Change from FY 2014-15	
				\$	%
<b>Member Assessments</b>					
Capitalized Maintenance	\$ -	\$ 320,000	\$ 547,000	\$ 227,000	70.9%
<b>Total</b>	\$ -	\$ 320,000	\$ 547,000	\$ 227,000	70.9%

### Capitalized Maintenance from Reserves

From SAM Reserves	\$ -	\$ (180,000)	\$ (500,000)	\$ (320,000)	177.8%
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**SEWER AUTHORITY MID-COASTSIDE**

FY 2015-16

Member Agency **Capitalized Maintenance** Assessment Comparison

City of Half Moon Bay					
	Actual FY2013-14	Current FY2014-15	Proposed FY2015-16	Change from FY 2014-15	
				\$	%
Capitalized Maintenance	\$ -	\$ 156,480	\$ 271,859	\$ 115,379	73.7%
Monthly Total	\$ -	\$ 13,040	\$ 22,655	\$ 9,615	73.7%

Granada Community Services District					
	Actual FY2013-14	Current FY2014-15	Proposed FY2015-16	Change from FY 2014-15	
				\$	%
Capitalized Maintenance	\$ -	\$ 100,160	\$ 155,895	\$ 55,735	55.6%
Monthly Total	\$ -	\$ 8,347	\$ 12,991	\$ 4,645	55.6%

Montara Water and Sanitary District					
	Actual FY2013-14	Current FY2014-15	Proposed FY2015-16	Change from FY 2014-15	
				\$	%
Capitalized Maintenance	\$ -	\$ 63,360	\$ 119,246	\$ 55,886	88.2%
Monthly Total	\$ -	\$ 5,280	\$ 9,937	\$ 4,657	88.2%



Sewer Authority Mid-Coastside  
Capitalized Maintenance SPINE

## Capitalized Maintenance

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Budgeted Amount '15-16
<b>Income Accounts</b>					
4011004	Project Assessments - HMB	25,250	0	156,480	271,859
4011005	Project Assessments - GCSD	14,750	0	100,160	155,895
4011006	Project Assessments - MWSD	10,000	0	63,360	119,246
<b>Total Capitalized Maintenance Revenue</b>		50,000	-	320,000	547,000
<b>Capitalized Maintenance Expenditures</b>					
	Planning for Biosolids Disposal	50,000	-	-	-
	Various Treatment Plant Work	-	-	100,000	-
	IPS Reinforcement Project - Engineering Work	-	-	100,000	-
	IPS Reinforcement Project Phase 3	-	-	300,000	1,047,000
<b>Total Capitalized Maintenance Expenditures</b>		50,000	-	500,000	1,047,000
<b>Total to (from) Reserve</b>		-	-	(180,000)	(500,000)

<b>Repair / Replacement</b>	<b>Sewer Authority Mid-Coastside Intertie Pipeline System Reinforcement Project – Phase 3</b>
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**Improvement Description:**

Rehabilitation of 2,350 feet of 12 inch diameter Force Main between Montara and Vallemar Pump Stations, Re-establishing Firm Capacity at Montara Pump Station by re-installation of a third pump, replacement of existing air valves along the Montara and Princeton Force Main, and other miscellaneous repairs.

**Improvement Justification:**

Replacement is required to address structural defects within the Montara to Vallemar reach of SAM Force Main. Similar defects have failed and caused this reach of FM to leak under elevated pressure. Repairs have been conducted on an emergency basis at a high cost to SAM. In addition, each leak has the potential to lead to fines or other regulatory actions, which would add additional, unplanned costs and liabilities. The Montara-Vallemar FM has failed three times over several years as a result of the same type of defect. Re-establishing firm capacity at Montara Pump Station and rehabilitation of the Montara-Vallemar reach of Force Main is required to prevent further deterioration and reduce the potential for future sanitary sewer overflows.

**Funding**

Fiscal 2015-16 Budget Request	\$547,000
Fiscal 2014-15 Carryover	\$300,000
SAM Emergency Reserves	<u>\$500,000</u>
<b>Project Total</b>	<b>\$1,347,000</b>

**Risk**

If unrepaired, it is likely that the Montara FM between Montara PS and Vallemar PS will leak in a high flow condition in the future. If a third pump is not installed at Montara Pump Station, the failure of one of the two existing pumps during a wet weather event could result in a significant SSO.

<b>Schedule</b>	
Board Approval - Improvement	Jan-15
Board Approval - Bids	May-15
Start Installation	Jul-15
Complete Installation	Nov-15
Board Acceptance	Dec-15

<b>Improvement Cost Development</b>	Total	FY14-15	FY15-16	FY16-17	FY17-18	FY19-20
Design / Consulting			\$ -	\$ -	\$ -	\$ -
Equipment	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 1,347,000	\$ 300,000	\$ 1,047,000	\$ -	\$ -	\$ -
In-house labor		\$ -	\$ -	\$ -	\$ -	\$ -
Inspection		\$ -	\$ -	\$ -	\$ -	\$ -
Contingency (10%)		\$ -		\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 1,347,000</b>	<b>\$ 300,000</b>	<b>\$ 1,047,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

<b>Financial requirements</b>	Total	FY14-15	FY15-16	FY16-17	FY17-18	FY19-20
<b>Total</b>	<b>\$ 1,347,000</b>	<b>\$ 300,000</b>	<b>\$ 1,047,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Budget Summary - Admin, Treatment, NDWSCP, and Collections**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
<b>Income Accounts</b>											
4011001	Operating Fund Admin Operating HMB	1,733,508	1,819,992	1,844,393	922,194	50.0%	1,844,388	100.0%	1,957,548	113,155	6.1%
4011002	Operating Fund Admin Operating GCSD	1,228,884	1,113,792	1,251,216	625,608	50.0%	1,251,216	100.0%	1,187,838	-63,378	-5.1%
4011003	Operating Fund Admin Operating MWSD	927,120	990,060	929,874	464,940	50.0%	929,880	100.0%	1,064,032	134,158	14.4%
Total	Assessments	3,889,512	3,923,844	4,025,483	2,012,742	50.0%	4,025,484	100.0%	4,209,418	183,935	4.6%
4043001	NDWSCP Revenue-Operating	32,706	39,857	45,523	0	0.0%	45,523	100.0%	52,027	6,504	14.3%
4043003	NDWSCP Revenue - Late Fee	238	844	250	0	0.0%	250	100.0%	250	0	0.0%
4081001	Treatment Trucked Waste	8,990	5,865	12,000	2,820	23.5%	5,640	47.0%	6,000	-6,000	-50.0%
40810	Misc. Revenue	3,168	30,985	500	2,303	460.6%	4,557	911.4%	1,500	1,000	200.0%
40850	Grant Revenue	0	0	0	0		0		0	0	
41110	Leachate Revenue	0	275	0	0		0		0	0	
40610	Insurance Dividend	29,521	32,979	25,000	0	0.0%	0	0.0%	26,922	1,922	7.7%
40910	Interest Revenue Operating	8,962	6,858	7,269	3,185	43.8%	6,370	87.6%	6,855	-414	-5.7%
Total	Other Income	83,585	117,663	90,542	8,308	9.2%	62,339	68.9%	93,554	3,012	3.3%
<b>Total Income</b>		<b>3,973,097</b>	<b>4,041,507</b>	<b>4,116,025</b>	<b>2,021,050</b>	<b>49.1%</b>	<b>4,087,823</b>	<b>99.3%</b>	<b>4,302,972</b>	<b>186,947</b>	<b>4.5%</b>
<b>Expense Accounts</b>											
50110	Directors Fees	12,300	10,300	10,200	4,100	40.2%	8,200	80.4%	10,200	0	0.0%
5021001	Productive Payroll	1,141,227	1,043,332	1,240,941	593,333	47.8%	1,186,666	95.6%	1,396,832	155,891	12.6%
5021002	Overtime	64,960	56,344	68,099	32,783	48.1%	65,566	96.3%	68,079	-20	0.0%
5021003	Restricted Standby Pay	0	0	0	0		0		0	0	
5021004	Benefits	513,441	471,188	591,553	313,945	53.1%	627,890	106.1%	618,533	26,980	4.6%
5021005	Healthcare Benefits MOU Reserve	0	0	0	0		0		68,032	68,032	
5021006	Overtime Meals	0	0	300	0	0.0%	0	0.0%	300	0	0.0%
5021007	Temporary	35,617	36,367	41,940	9,146	21.8%	18,291	43.6%	63,770	21,830	52.1%
5021008	Retire Benefits	20,591	27,837	27,492	13,861	50.4%	27,722	100.8%	27,492	0	0.0%
5031002	Fingerprinting	0	0	0	0		0		0	0	
5031003	Employee Physicals	180	0	4,473	438	9.8%	876	19.6%	5,040	567	12.7%
5041001	Personnel Assistance	10,500	10,500	10,812	5,250	48.6%	10,500	97.1%	10,812	0	0.0%
5041002	Audit Fees	11,950	27,175	29,682	25,625	86.3%	51,250	172.7%	29,682	0	0.0%
5041003	Engineering Fees	281,079	147,071	85,000	70,512	83.0%	141,024	165.9%	55,000	-30,000	-35.3%
5041004	Legal Fees	74,771	103,157	78,550	31,437	40.0%	62,874	80.0%	36,050	-42,500	-54.1%
5041005	Payroll Costs	5,712	5,309	5,850	2,180	37.3%	4,360	74.5%	4,680	-1,170	-20.0%
5041006	Other Professional Services	61,554	225,155	98,692	39,021	39.5%	78,042	79.1%	87,308	-11,384	-11.5%
5041007	Special Counsel	0	0	0	0		0		20,000	20,000	
5051001	Janitorial	12,794	12,104	13,780	5,010	36.4%	10,019	72.7%	14,564	784	5.7%
5052002	Laundry Service	22,055	24,515	16,849	12,349	73.3%	24,698	146.6%	16,868	19	0.1%
5052003	Outside Lab Analysis	45,142	36,625	45,627	21,209	46.5%	42,419	93.0%	52,102	6,475	14.2%
5052004	Inspections	51,598	54,195	70,515	20,966	29.7%	41,932	59.5%	70,515	0	0.0%

**Budget Summary - Admin, Treatment, NDWSCP, and Collections**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5052005	Calibration	19,061	17,030	13,000	4,862	37.4%	9,724	74.8%	13,000	0	0.0%
5052009	Solid Waste	160,095	164,283	173,372	64,611	37.3%	129,223	74.5%	173,372	0	0.0%
5052013	Maintenance Project Management	19,500	405	500	429	85.8%	858	171.5%	500	0	0.0%
5054004	Technical/Consulting Services	17,259	8,074	10,200	6,471	63.4%	12,941	126.9%	5,200	-5,000	-49.0%
5054005	Video Services	0	2,000	3,300	1,000	30.3%	2,000	60.6%	3,300	0	0.0%
50610	Memberships and Dues	14,258	15,283	16,530	11,268	68.2%	22,536	136.3%	16,530	0	0.0%
50710	Printing and Publications	2,875	3,562	3,425	709	20.7%	1,419	41.4%	2,675	-750	-21.9%
50810	Skills Improvements	7,771	6,765	7,900	2,330	29.5%	4,660	59.0%	11,800	3,900	49.4%
50910	Meetings and Travel	4,473	1,867	4,600	146	3.2%	292	6.4%	3,600	-1,000	-21.7%
5101004	Safety Physicals	0	0	0	0		0		0	0	
5102001	Safety Training	10,787	6,680	7,500	4,647	62.0%	9,294	123.9%	6,800	-700	-9.3%
5102002	Safety Shoes	1,547	1,676	2,200	464	21.1%	929	42.2%	2,200	0	0.0%
5102003	Personal Safety Equipment	10,037	3,472	2,500	1,168	46.7%	2,337	93.5%	2,500	0	0.0%
5102005	Safety Equipment	6,340	5,811	5,574	5,743	103.0%	11,485	206.0%	2,449	-3,125	-56.1%
5102006	Safety Program Administration	0	4,999	25,000	0	0.0%	0	0.0%	15,000	-10,000	-40.0%
5111001	Postage	1,500	2,361	3,081	1,063	34.5%	2,126	69.0%	3,000	-81	-2.6%
5111002	Equipment Rental	99,500	33,414	66,000	13,233	20.0%	26,465	40.1%	15,000	-51,000	-77.3%
5111003	Office Supplies	4,286	3,593	5,289	1,511	28.6%	3,021	57.1%	5,289	0	0.0%
5111004	Computer/Supplies	6,576	6,366	8,670	6,510	75.1%	13,020	150.2%	8,670	0	0.0%
5111005	General Supplies	4,314	4,085	5,896	3,332	56.5%	6,663	113.0%	5,896	0	0.0%
5111006	Bad Debt Expense	1,139	0	0	1,128		2,256		0	0	
5121002	Liability Insurance	65,651	86,660	92,809	44,620	48.1%	89,240	96.2%	74,619	-18,190	-19.6%
5121003	Property Insurance	22,583	24,043	23,716	10,649	44.9%	21,297	89.8%	22,362	-1,354	-5.7%
5121006	Claims	35,000	0	25,000	0	0.0%	0	0.0%	25,000	0	0.0%
5121007	Dishonesty Bond Insurance	328	358	358	179	50.0%	358	99.9%	376	18	5.0%
5132001	Telephone	15,763	16,822	12,566	6,844	54.5%	13,689	108.9%	12,566	0	0.0%
5132002	Electric	258,288	270,660	260,397	117,050	45.0%	234,101	89.9%	261,702	1,305	0.5%
5132003	Natural Gas	1,573	1,454	1,893	113	6.0%	227	12.0%	1,989	96	5.1%
5132004	Water	29,311	32,846	31,332	10,016	32.0%	20,033	63.9%	32,099	767	2.4%
5141002	Mailing Machine	0	0	0	0		0		0	0	
5141003	Copy Machine	6,817	7,284	6,625	3,041	45.9%	6,082	91.8%	6,625	0	0.0%
5142005	Pagers	0	0	0	0		0		0	0	
5142006	Alarm System	3,700	1,978	2,100	989	47.1%	1,978	94.2%	2,100	0	0.0%
5142007	Radio System	0	360	2,900	0	0.0%	0	0.0%	2,900	0	0.0%
5142008	Permits, Licenses and Fees	31,049	32,134	44,484	25,207	56.7%	50,414	113.3%	44,484	0	0.0%
5152001	Diesel	19,092	15,014	17,858	4,092	22.9%	8,183	45.8%	14,000	-3,858	-21.6%
5152002	Gasoline	6,387	5,528	11,065	2,624	23.7%	5,249	47.4%	6,600	-4,465	-40.3%
5152003	Lubricants	1,500	3,704	2,700	0	0.0%	0	0.0%	2,700	0	0.0%
5162001	Chemical-General	2,091	1,761	2,450	770	31.4%	1,540	62.9%	2,523	73	3.0%
5162002	Maintenance	2,688	13	2,750	35	1.3%	71	2.6%	2,750	0	0.0%
5162003	General	0	0	0	0		0		0	0	
5162004	Chemicals-Hypoclorite-Plant	59,208	48,775	56,700	26,450	46.6%	52,901	93.3%	58,450	1,750	3.1%

**Budget Summary - Admin, Treatment, NDWSCP, and Collections**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162005	Chemicals-Bisulfite	51,074	46,334	41,275	20,124	48.8%	40,248	97.5%	42,575	1,300	3.1%
5162006	Chemicals-NaOCL-Pump Station	38,680	37,014	38,270	16,539	43.2%	33,079	86.4%	39,451	1,181	3.1%
5162007	Chemicals-Polymer	29,406	26,692	29,500	8,915	30.2%	17,831	60.4%	30,380	880	3.0%
5162008	Chemicals-FeCl3	17,235	19,430	24,800	6,852	27.6%	13,703	55.3%	25,544	744	3.0%
5162010	Chemicals-NaOH-Plant	0	0	0	0		0		0	0	
5172001	Lab Chemicals	1,619	977	1,500	571	38.1%	1,143	76.2%	1,500	0	0.0%
5172002	Lab Maintenance Supplies	189	33	1,000	1,060	106.0%	2,120	212.0%	1,000	0	0.0%
5172003	Lab General	7,649	10,891	7,750	1,497	19.3%	2,994	38.6%	7,750	0	0.0%
5172004	Public Outreach Gen Supplies	5,220	8,194	5,100	-379	-7.4%	-758	-14.9%	2,550	-2,550	-50.0%
5181001	Office Equipment	1,202	2,344	2,781	27	1.0%	55	2.0%	2,781	0	0.0%
5182002	Vehicles	14,959	6,163	13,500	13,014	96.4%	26,029	192.8%	11,000	-2,500	-18.5%
5182003	Building and Grounds	53,415	11,249	10,000	11,059	110.6%	22,119	221.2%	15,000	5,000	50.0%
5182004	Pump Station	159,102	94,943	195,000	68,758	35.3%	137,516	70.5%	178,000	-17,000	-8.7%
5182005	Plant Equipment	346,346	407,490	298,000	224,913	75.5%	449,827	150.9%	362,000	64,000	21.5%
5182013	Facility Roofing	12,450	0	30,000	0	0.0%	0	0.0%	30,000	0	0.0%
5182014	Instrumentation	1,340	0	0	0		0		0	0	
5184020	Leahate Delivery Expenses	0	0	0	0		0		0	0	
5184006	Sewer Line - HMB	0	0	0	0		0		0	0	
5184007	Sewer Line-GCSD	0	0	0	0		0		0	0	
5184008	Sewer Line - MWSD	0	0	0	0		0		0	0	
5184009	Lift Station - HMB	0	0	0	0		0		0	0	
5184010	Lift Station - GCSD	0	0	0	0		0		0	0	
5184011	Lift Station-MWSD	0	0	0	0		0		0	0	
5184012	SAM Collection Equipment	6,124	11,491	12,000	24,528	204.4%	49,056	408.8%	14,000	2,000	16.7%
52310	Service/Bank Charges	2	5	0	61		122		0	0	
52410	Interest Expense	0	0	0	0		0		0	0	
52510	Depreciation Expense	0	0	0	0		0		0	0	
5202001	Mechanical Tools	1,294	960	1,200	898	74.9%	1,797	149.7%	11,200	10,000	833.3%
5202002	General Tools	754	1,235	1,756	476	27.1%	953	54.3%	1,756	0	0.0%
53210	Fines and Penalties	0	0	0	0		0		0	0	
<b>Total Expenses</b>		<b>4,065,870</b>	<b>3,817,738</b>	<b>4,116,025</b>	<b>1,983,387</b>	<b>48.19%</b>	<b>3,966,773</b>	<b>96.37%</b>	<b>4,302,972</b>	<b>186,947</b>	<b>4.5%</b>



Sewer Authority Mid-Coastside  
**SAM**

# INTERTIE PIPELINE SYSTEM REINFORCEMENT PHASE 3

*DRAFT* CONCEPTUAL ENGINEERING REPORT

March 2015

Prepared by



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## LIST OF ATTACHMENTS

- |              |   |
|--------------|---|
| Attachment A | Proposed Vaughan Chopper Pump Documentation |
| Attachment B | Proposed Stop Gate Drawing                  |
| Attachment C | Vallemar Street – Utilities Maps            |

## EXECUTIVE SUMMARY

In January 2015, SAM has retained SRT Consultants to design the Intertie Pipeline System (IPS) Reinforcement Phase 3 Project (Project). This Conceptual Engineering Report (CER) serves as the first design deliverable and includes the following key elements:

- (1) Documents the existing system analysis findings;
- (2) Presents a technology review for the proposed reinforcements; and
- (3) Summarizes the resulting recommendations.

While the recently completed Phases 1 and 2 of the IPS Reinforcement Program focused on the Portola Pump Station (PS) and on the Granada Force Main (FM), Phase 3 aims to address the Montara PS and FM deficiencies.

Table 1 summarizes the elements included in the project along with their expected benefits and the engineer's opinion of construction cost.

**Table 1 IPS Reinforcement Phase 3 Project Elements**

Item	Description	Expected Benefits	Cost
A1	New chopper pump at Montara PS	- Improves the pump station reliability - Provides pumping redundancy	\$120,000
A2	New stop gate at Montara PS	- Provides Staff with safer working conditions while accessing the wet well	\$30,000
B1	2,700 feet of new 12-inch-diameter Montara FM	- eliminates future leaks, emergency repairs, potential catastrophic failure, regulatory fines, and potential third-party claims.	\$810,000
B2	Vallemar Street Water Service Lines Reinstatement (upon an agreement with MWSD)	- Brings utilities in compliance with State regulations for minimum distance between water lines and FM	\$27,000
C	New air valves on the Montara FM, Princeton FM, and other appurtenances	- Provides necessary surge protection for the FMs - Improves FM operations	\$360,000
<b>Engineer's Opinion of Project Construction Cost TOTAL</b>			<b>\$1,347,000</b>

The construction duration for the project is estimated to be six months.

## 1 PURPOSE

- 1) On December 11, 2014, a large storm hit Northern California and brought three to five inches of rainfall within twenty-four hours in the Sewer Authority Mid-Coastside (SAM) service area.
  
- 2) The IPS section located on Vallemar Street, immediately downstream of Montara PS has long been identified as a priority for repairs due to the many previous leaks this 12-inch-diameter ductile iron (DIP) FM has experienced over the last ten years.
- 3) Recent studies demonstrate that the Montara FM is not adequately protected against surge events and needs new combination air release/vacuum break valves installed for its protection.

Since the three deficiencies pertain to the same facility and are of similar construction trades, SAM decided to include them in a single construction contract to save engineering, administrative, and construction costs. Staff considers these improvements urgent.

In January 2015, SAM directed SRT Consultants to develop construction bid documents for the Project. This Conceptual Engineering Report (CER) includes the following:

1. Documents the existing system analysis findings;
2. Provides a technology review for the proposed reinforcements; and
3. Provides the resulting recommendations.

## 2 BACKGROUND

The following is a brief history of the system and presentation of the need for this project.

### 2.1 INTERTIE PIPELINE SYSTEM REINFORCEMENT PROGRAM

As shown on Figure 1, the SAM service area stretches along the Pacific Ocean coast from Montara to Half Moon Bay. In addition to the wastewater treatment plant (WWTP), SAM operates the IPS, a transmission system that conveys raw sewage from the northern communities south to the WWTP. The IPS is about 35 years old and requires partial reinforcement. SAM has successfully completed Phase 1 and Phase 2 of the IPS Reinforcement Program, as follows:

- Phase 1: Construction of a 200,000-gallon wet weather flow detention facility at Portola PS – completed in 2012.
- Phase 2: Rehabilitation of 1,500 feet of the Granada Force Main using Cured-In-Place Pipe (CIPP) and installation of four bypass stations along the remaining section – completed in 2013.

The current project is the third Phase of the IPS Reinforcement Program.

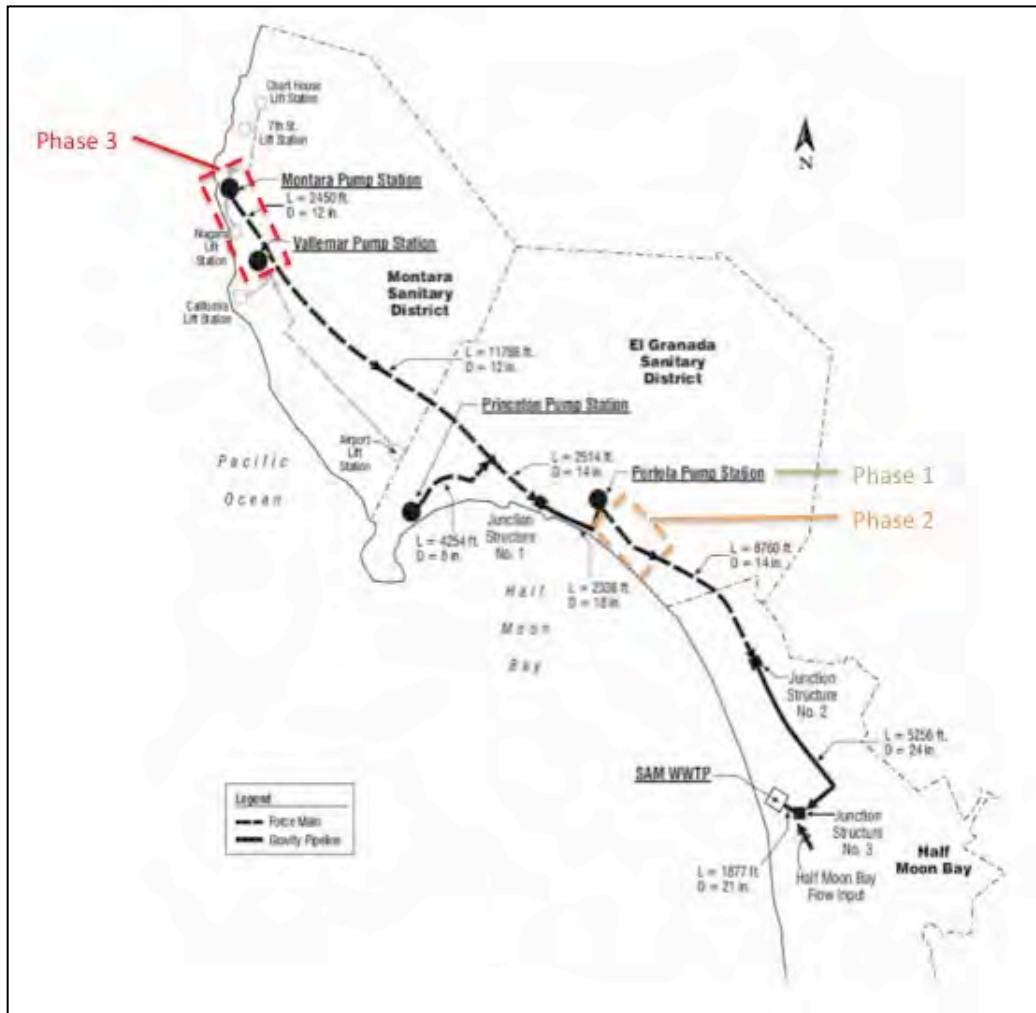


Figure 1 Intertie Pipeline System Map

## 2.2 MONTARA FORCE MAIN

The Montara FM is the IPS northernmost pipeline. It is approximately three miles long and is a ductile iron pipe (DIP). The Montara PS, Vallemar PS and Princeton PS all discharge into this FM. About 85 percent of its length is 12 inches in diameter and the remaining portion is 14 inches.

The Montara FM, for the purpose of this report, is the northernmost, 2,700-foot-long, section starting at the Montara PS and ending at the intersection of Vallemar Street and Highway 1. The stretch includes Vallemar PS connection to the FM located at approximately STA 25+00. No record of survey of this connection has been found and its location is approximate. The first 550 feet of pipeline are located within SAM's easement on Montara Water and Sanitary District's (MWSD) property. The remaining length is located on the Vallemar Street public right-of-way (ROW). Refer to the utility maps in Attachment C.

## 2.3 MONTARA PUMP STATION

Montara PS is currently equipped with two non-clog, submersible dry-pit pumps Yeomans Type 9235 Model 6123. The pumps and their 50-horsepower motors are about 35 years old. The more recent Variable Frequency Drives (VFD) were installed for each pump and motor

assembly. The design point of each pump was set at 1,400 gallons per minute (GPM) at 83 feet of head at nominal speed (1,750 rpm). The VFDs are utilized to ramp the pump speeds up and down; however, the pumps do not continuously operate at reduced speed.

A third pump driven by a smaller 10-HP motor was part of the initial design, was installed at a later date; however, it has long been decommissioned (see Figure 2).



**Figure 2 Montara PS Small Pump – Non-Operational**

The pumps operated on a lead-lag basis but the current wet well level controls, summarized in Table 2, allow the two operating pumps to run in parallel when the water level exceeds the very high level set point.

**Table 2 Montara PS Wet Well Level Controls**

Wet Well Water Level	Action
Low Water Level (LWL): 4.0 feet	Lead pump and lag pump stop
High Water Level (HWL): 7.5 feet	Lead pump starts
Very High Water Level (HHWL): 8.0 feet	Lag pump starts

**2.4 CER SCOPE**

The Montara FM surge protection reinforcement need is fully addressed in the bid package entitled “Sewer Force Main Air Valves Improvement Project” recently transmitted by SRT to SAM. Since this part of the work has already been designed, it is excluded from this report.

The work items of the “Sewer Force Main Air Valves Improvement Project” include the following:

1. New combination air release/vacuum break valve at Montara FM STA 46+10, STA 58+16, and STA 110+00;
2. New air release valve at Montara FM STA 34+25, and STA 52+50;
3. New isolation valve at Princeton FM STA 41+71;
4. Miscellaneous repairs at the Effluent Surge Chamber; and
5. Miscellaneous repairs at the Granada FM STA 51+50.

It is SRT understanding that the “Sewer Force Main Air Valves Improvement Project” will not be advertised and that all items are to be included in this “Intertie Pipeline System Reinforcement Phase 3 Project”.

### 3 SYSTEM EVALUATION AND RECOMMENDATIONS

The following section describes the hydraulic evaluation that was performed on the Montara FM and presents recommendations to improve system operation and reliability against future leaks.

#### 3.1 HYDRAULIC ANALYSIS

Since the IPS construction in the early 1980’s, the Montara PS inflow rates have been significantly reduced through the Vallemar PS addition and efforts to reduce infiltration and inflow (I/I). Table 3 presents the most recently updated Montara PS typical flow rates.

**Table 3 Montara PS Inflow Rates**

Flow Rate	Value
Dry Weather Inflow Rate – $Q_i$	Average: 126 gpm/0.181 MGD
5-Year, 6-Hour Design Storm Inflow Rate – $Q_i$	Peak: 1,319 gpm/1.9 MGD
5-Year, 24-Hour Design Storm Inflow Rate – $Q_i$	Peak: 1,944 gpm/2.8 MGD

Consistent with past studies, the 5-year, 6-hour design storm scenario is used in this project to assess the IPS capacity. The 5-year, 24-hour design storm scenario is mentioned for information and reference only. This information can be used if SAM is interested in modeling design storms in the future due to climate change.

Determining the Montara PS firm capacity, the capacity available at any time with one pump out of service, presents the following challenges:

1. MFM profile is complex (see Figure 3). Over 70 percent of its length is located at a higher elevation than the discharge point, Junction Box No.1. Therefore, significant volume of air is introduced into the FM due to the intermittent operation of the pump stations. Air, coupled with significant grit deposits in the lower portions of the FM, creates additional head loss that is difficult to estimate.
2. Montara, Vallemar, and Princeton PS all discharge into the same FM and, therefore, compete with one another. This “competition” causes the operating conditions experienced by Montara PS pumps to vary depending on the ON or OFF status of the other two pump stations.

3. There are no pressure measurements available at any of the pump stations, making it difficult for Staff to closely monitor pumps operations.

Figure 4 shows Montara PS firm capacity, estimated as the flow delivered by one pump running at nominal speed, and the FM's estimated system curves with the following scenarios:

- Vallemar and Princeton PS' are OFF;
- Vallemar PS is ON and Princeton PS is OFF; and
- Vallemar PS is OFF and Princeton PS is ON.

Montara PS firm capacity nears 2.1 MGD when both other PS' are OFF. Its firm capacity is reduced to 2.0 MGD (-5%) and down to 1.5 MGD (-30%) with Princeton PS and Vallemar PS ON, respectively. Hence, while Princeton PS has a limited impact on Montara PS' operations, Vallemar PS significantly reduces its output/capacity.

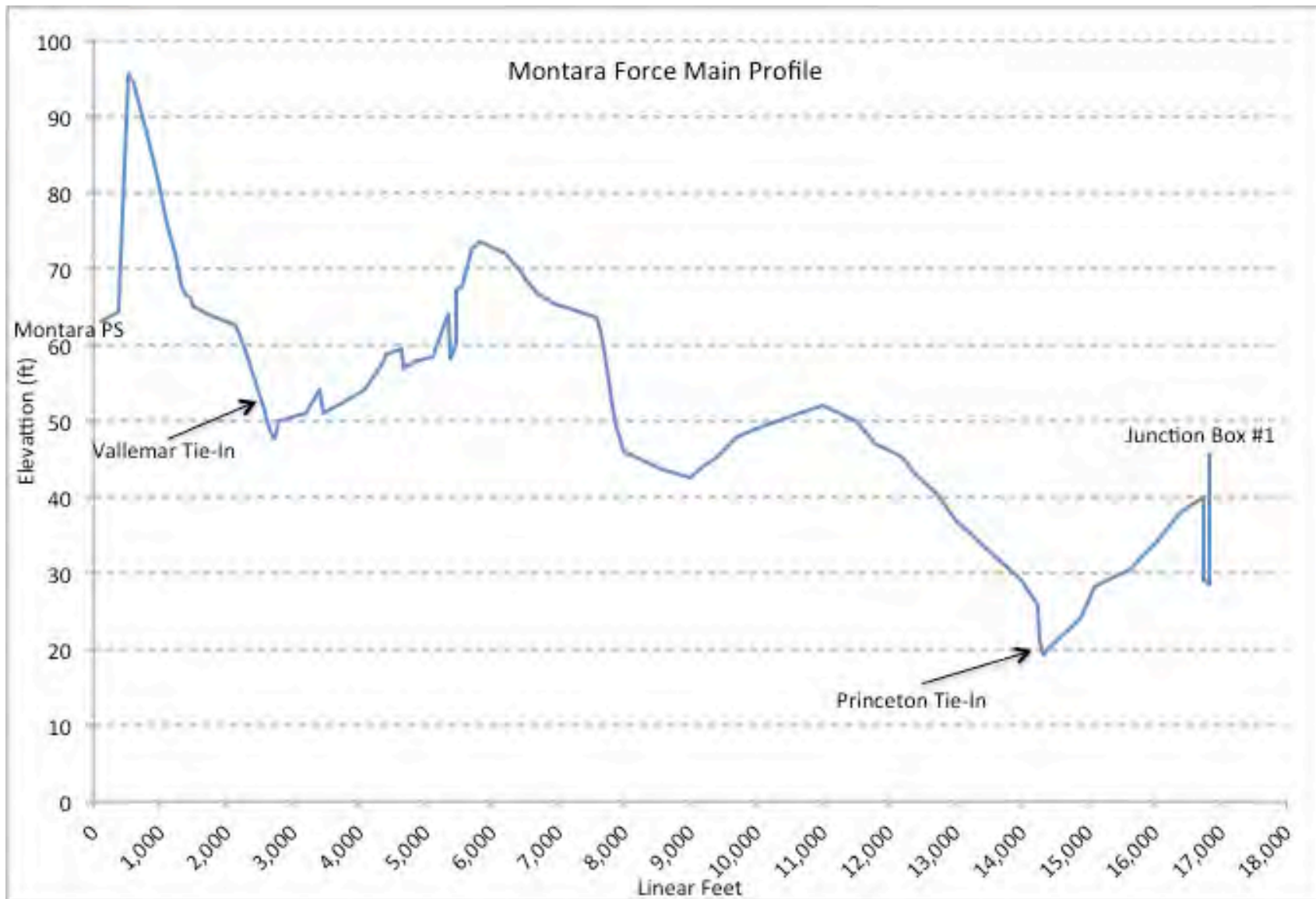


Figure 3 Montara FM Profile



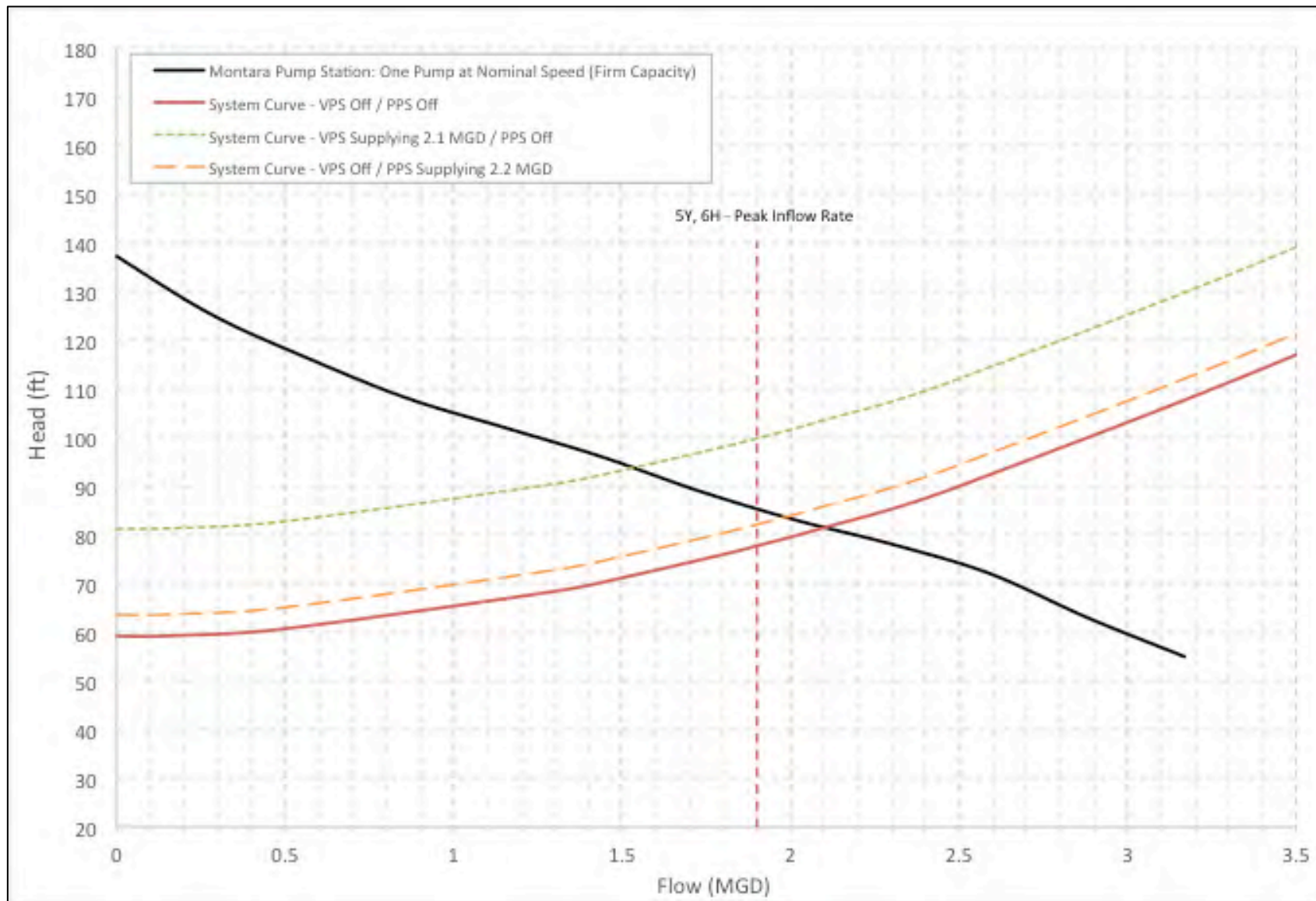


Figure 4 Montara PS/FM Performance Curves

Flow Science, Inc., while assessing the existing Montara FM surge protection, established the pumping rates of the three stations as follows when the three are operating simultaneously, which is expected to happen during a significant storm event:

- Montara PS: 1.3 MGD
- Vallemar PS: 1.4 MGD
- Princeton PS: 1.7 MGD

Table 4 summarizes the aforementioned flow rates expected at MPS. MPS firm capacity exceeds the 5-year, 6-hour design storm peak inflow rate only when VPS is off.

**Table 4 Montara PS Expected Flow Rates**

Scenario	Flow Rate, MGD
Dry Weather Average Inflow Rate	0.181
5-Year, 6-Hour Design Storm Peak Inflow Rate	1.9
Montara PS Firm Capacity – Both Other Stations OFF	2.1
Montara PS Firm Capacity – Vallemar ON, Princeton OFF	1.5
Montara PS Firm Capacity – Vallemar OFF, Princeton ON	2.0
Montara PS Firm Capacity – Both Other Stations ON	1.3

Hydraulically, the Vallemar and Princeton PS' operations impact the pumping capacity available at MPS. This is accounted for in the system design: Montara PS is the only station with a large wet weather storage tank where excess flow can temporarily be stored. Table 5 illustrates that the other two stations may theoretically overflow up to 40 times sooner than MPS in case of a prolonged power failure.

**Table 5 Pump Stations' Storage Capacities**

	Montara PS	Vallemar PS	Princeton PS
<b>Estimated Storage Capacity</b>	465,000 gallons	5,000 gallons	7,500 gallons
<b>5-Year, 6-Hour Design Storm Inflow Rate – <math>Q_i</math></b>	1,319 gpm	556 gpm	833 gpm
<b>5-Year, 6-hour Storm Design – Time to overflow if pumps failed</b>	6 hours	9 minutes	9 minutes

Securing Montara PS firm capacity would be beneficial to SAM, as it would compensate for the periods of time when Montara PS slows down due to Vallemar PS and, to a lesser extent, Princeton PS operations.

### 3.2 MONTARA PS RELIABILITY ISSUES

The primary concerns for the pumps at Montara PS include the following:

- **Lack of reliability:** even with the bar screen installed by SAM immediately upstream of wet well, existing pumps experience periodic clogging due to rags, gravel, and wipes. Each clogging episode leaves the pump station in a precarious operating condition, as only one pump is available for service. Each clogging also requires several hours of staff time to bring the pump back to service. This often requires dismantling the pump to

remove the obstruction or performing a dangerous confined space entry in the wet well to remove material.

- **Obsolescence:** pumps and motors have exceeded their expected service life and are therefore considered at high risk of sudden, irreparable mechanical or electrical failure. Moreover, the lead-time for pump parts is greater than 4 months.

Recommendation: Replace the small, non-operational pump with a new, larger, and reliable pump. The pump should be procured from a manufacturer capable of shipping spare parts within a few hours after order placement. The new pump would restore the Montara PS firm capacity as discussed in Section 3.1.

### 3.3 WET WELL MAINTENANCE

While discussing Montara PS current operations, SAM indicated that it needs to perform periodic manual removal of the grit accumulated in the wet well. Installation of a grit removal facility is highly recommended, since the grit contributed to the force main deterioration and subsequent leaks (see Section 3.4).

Manual grit removal requires staff to access the wet well while diverting influent into the wet weather storage tank. Diversion currently consists of installing a temporary inflatable plug on the influent sewer line feeding the wet well. A plug failure would cause the whole inflow to enter the wet well while staff are working and would put their safety at risk. Inflatable plugs are generally considered acceptable for a one-time construction-related event; however, they are not acceptable for periodic maintenance work. A solid stop gate would provide a more positive method to divert sewage and would ensure safer working conditions for staff accessing the wet well.

Recommendation: Install a solid stop gate to allow for temporary sewage diversion from Montara PS wet well to wet weather storage tank.

### 3.4 FORCE MAIN CONDITION EVALUATION

Table 6 lists the most recent leak episodes experienced by the Montara FM. All leaks were located on the Vallemar Street portion of the FM.

**Table 6 Most Recent Leak History**

Date	Leak Event Description
December 2003	No detailed description found. Events took place on Christmas Eve.
December 2008	Spill classified as Category 1 Sanitary Sewer Overflow (SSO) – 500 gallons were discharged into the Pacific Ocean
November 2010	Spill classified as Category 1 SSO – 500 gallons were discharged into the Pacific Ocean
February 2014	Spill classified as Category 1 SSO – 700 gallons were discharged into the Pacific Ocean
December 2014	Spill classified as Category 3 SSO – 500 gallons were discharged into a detached garage at 2066 Vallemar St. and did not reach the Ocean.

All spills were due to damage in the DIP wall similar to those shown on Figure 5 and Figure 6.



**Figure 5 Pipe Damage and Grit**



**Figure 6 Pipe Wall Damage**

External corrosion was initially thought responsible for the damages observed. An anode test station was installed on the Montara FM at STA 28+00 and plans for installing cathodic protection along the entire length of the Montara, Granada, and Princeton FMs were prepared by SAM. In December 2008, a short section of the Montara FM was found to be beyond repair and was replaced with an AWWA C900 PVC pipe section. Once removed, the DIP section was thoroughly investigated: internal corrosion, and not external corrosion, was determined to have caused the damage. Plans for additional cathodic protection were subsequently abandoned.

The three internal corrosion mechanisms include the following:

1. Scour, or erosion corrosion, occurs when grit continuously moves against the pipe wall and slowly grinds it away;
2. Deposit attack is when grit deposits on the pipe invert thus creating a galvanic cell; and
3. Microbiologically Induced Corrosion (MIC) due to bacteria-produced hydrosulphuric acid.

Grit, either rubbing against the wall or settling and accumulating at the pipe invert, causes these detrimental processes. Significant grit presence is due to the lack of grit removal at Montara PS (see Section 3.3).

Past repair work consisted in installing repair clamps on the FM to seal the damaged pipe wall. Figure 7 shows multiple repair clamps needed to seal a short section of the FM in 2010. When sections of the FM appeared beyond repair, staff removed them and replaced with AWWA C900 PVC pipe sections. Emergency repair work has always been costly to SAM and also fairly risky, especially since the two-inch gas distribution line that parallels the FM had to be exposed on several occasions.

Staff working on the last repair, has also reported the Vallemar Street residents wary of frequent sewage spills and repairs.



**Figure 7 Six Repair Clamps Within About 10 Linear Feet of FM**

Existing FM condition exposes SAM to the following risks:

- New leaks and associated costly, risky emergency repairs. So far, only short FM sections have been repaired and new damaged sections can reasonably be expected in the near future.
- Catastrophic failure. Staff who attended past repairs reported witnessing significant damage to the exposed DIP wall.
- Cross-contamination. The 12-inch FM parallels an 8-inch water transmission line and a 2-inch water distribution line. Raw sewage seeping through the ground might contaminate drinking water during a transient pressure drop.
- Regulatory fines. The FM section is located within three hundred feet of the Pacific Ocean shoreline. Most past leaks spilled into the ocean and were classified by the Regional Water Quality Control Board as Category 1 Sanitary Sewer Overflows (SSO). Each SSO exposes SAM to regulatory fines, especially considering that the Pacific Ocean offshore of SAM's service area is a federally protected marine area (Monterey Bay National Marine Sanctuary).
- Third-party claim. Several residences are located downhill of Vallemar Street and might get partially flooded with raw sewage in case of a catastrophic failure. This risk is increased in the reported context of growing frustration among Vallemar Street residents.

To mitigate these risks, replacing or rehabilitating the FM is recommended. Determining the exact extent of the repairs is not easy as the exact location of the leaks and the extent of the FM damage are unknown. The following FM sections are proposed for immediate rehabilitation:

- STA 0+00 to STA 5+50: located on an MWSD easement, considered critical due to its close proximity to the Pacific Ocean;
- STA 5+50 to STA 24+00: northern portion of Vallemar Street, where all reported leaks were located; and
- STA 24+00 to STA 27+00: southern portion of Vallemar Street that includes the intersection of Vallemar Street and Highway 1. The intersection is considered critical due to the potential traffic impacts for all Vallemar Street residents.

*Recommendation:* Replace or rehabilitate the 2,700 linear feet of FM from Montara PS to the intersection of Vallemar Street and Highway 1.

#### 4 TECHNOLOGY REVIEW

The following section is a brief review of technologies available to improve the system.

##### 4.1 RAW SEWAGE PUMP

Existing pumps at the Montara PS are non-clog, submersible dry-pit pumps (see Section 2.2). These pumps have been successfully operated for decades. However, new pump technologies exist that are better suited for raw sewage pumping. Options include the following: chopper pumps, grinder pumps, and cutter pumps. All these types of pumps are designed to both pump and break down solids. Grinder and cutter pumps only use the close-coupled mounting arrangement. Chopper pumps come with an additional benefit: their motor can be standard, mounted on a flange, which typically facilitates and reduces the cost of future maintenance. Chopper pumps are preferred for that reason.

The hazardous classification of Montara pump room is assumed as Class I, Division 2, Group D, pursuant to NFPA 82: Standard for Fire Protection in Wastewater Treatment and Collection Facilities. The new motor shall therefore be suited for that type of environment.

Vaughan is a leading manufacturer of chopper pumps, headquartered in the State of Washington. Attachment A lists the main characteristics of the proposed pump. Table 7 presents two options for SAM consideration.

**Table 7 Pump Options**

Option	Design Point	Motor Type	Approximate Cost, delivered	Lead-Time
A	1,400 gpm @ 85 feet of head	50 HP, 3 phases, 60 Hz, 1750 rpm, TEFC, not immersible, explosion proof, with associated VFD	\$50,000	14-16 weeks
B	1,400 gpm @ 85 feet of head	50 HP, 3 phases, 60 Hz, 1750 rpm, submersible, explosion proof, with associated VFD	\$80,000	18-20 weeks

The price and, to a lesser extent, the lead-time depend on the type of motor chosen. Option A includes a motor that will be damaged if the pump room is flooded while Option B includes a motor that can operate submerged similarly to the motors installed on the two existing pumps. Although more expensive, Option B is recommended, as it is consistent with the current PS design.

Figure 8 shows Montara PS firm capacity, once a third pump is installed, and the FM's estimated system curves in the following scenarios:

- Vallemar PS and Princeton PS are OFF;
- Vallemar PS is ON and Princeton PS is OFF; and
- Vallemar PS is OFF and Princeton PS is ON.

With a new third pump, Montara PS firm capacity can meet the 5-Year, 6-Hour Design Storm Peak Inflow Rate even when the other pump stations are running. This is expected to provide the operational flexibility SAM needs during a significant storm event.

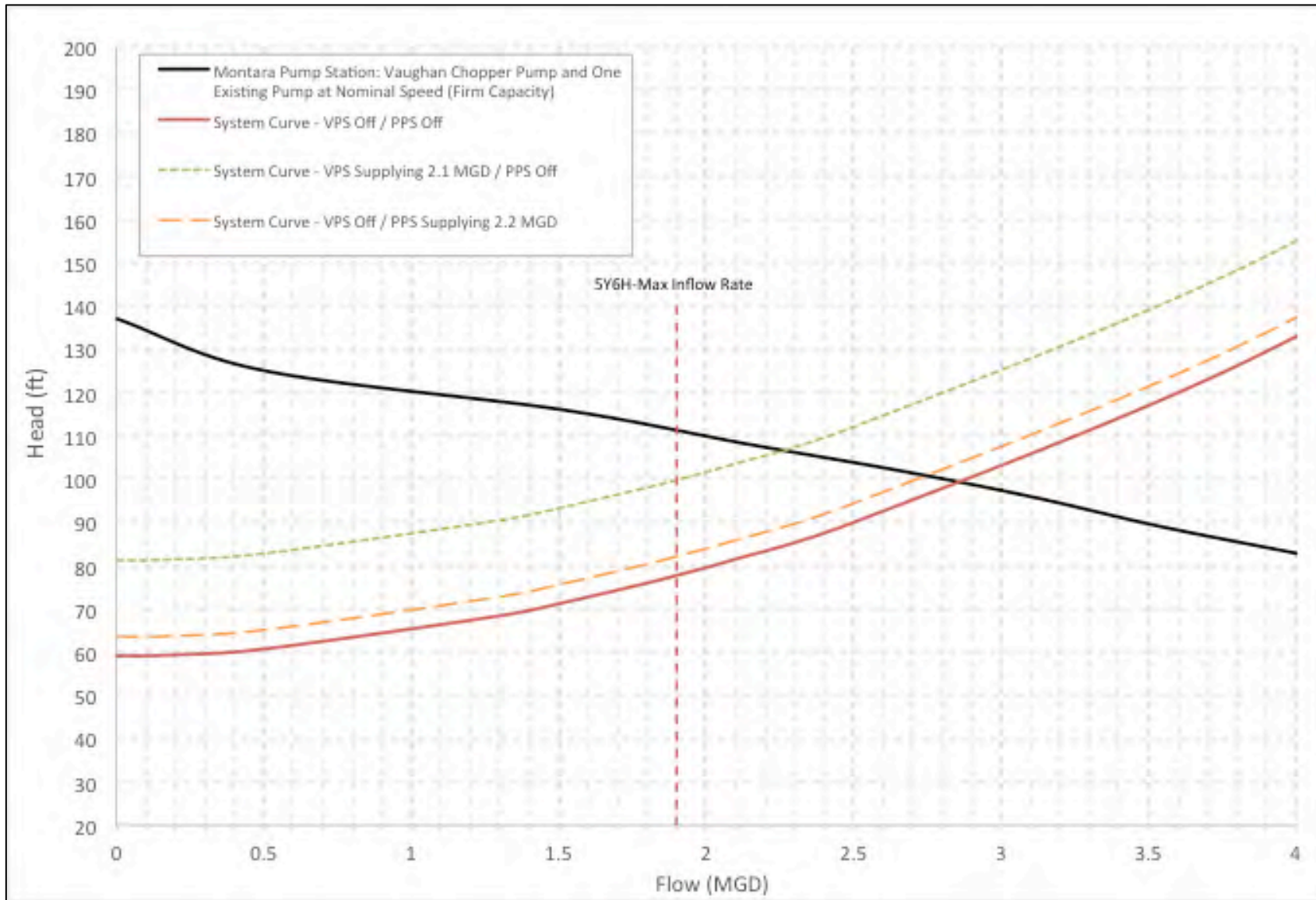
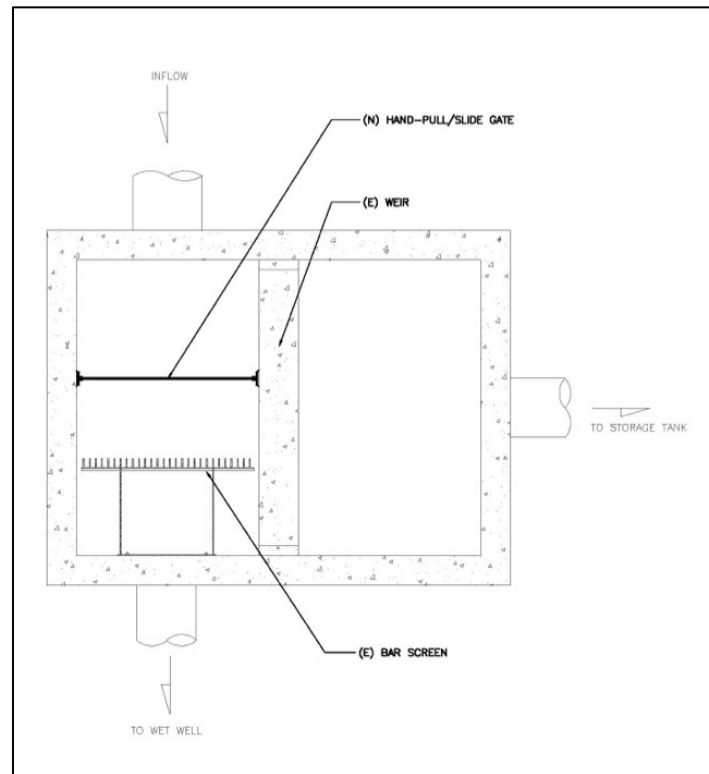


Figure 8 Proposed Montara PS-FM Performance Curves



## 4.2 STOP GATE

The new stop gate could be installed in the existing weir manhole as shown on Figure 9. The gate would only be installed when staff enters the wet well and would otherwise be stored in the existing Montara PS building. The gate should be fabricated from corrosion-resistant material strong enough to resist the pressure of about three feet of water. Lightweight material is also preferred so that staff can install and remove the gate as easily as possible. Based on these criteria, two options for the gate material are considered: aluminum or fiberglass. Considering the harsh environment at Montara PS due to both raw sewage and the marine environment, the recommended option is to install a fiberglass gate with stainless steel fasteners. Attachment B shows an example of such assembly.



**Figure 9 Layout for the New Stop Gate - Top View**

## 4.3 FORCE MAIN

### A. Force Main Diameter

The most common FM sizing design criteria are the following:

1. Velocities should exceed 2.0 feet per second (fps) to prevent solids deposition; and
2. Velocities should exceed 3.5 fps to re-suspend settled solids.

Since Montara PS operates intermittently, solids settle in the FM between two pump cycles and need to be re-suspended each time a pump starts. Therefore, the criterion No. 2 is the most relevant to avoid solids accumulation in the FM.

As stated in Section 3.1, Montara PS flow rate is estimated at 2.1 MGD (1,460 gpm) when the other pump stations are off. Based on a minimum velocity of 3.5 fps and a flow of 1,460 gpm, the FM theoretical diameter is calculated at 13 inches. Utilizing a larger diameter would facilitate grit accumulation and potentially accelerate corrosion, while reducing the diameter

would reduce the pump station capacity during storm events. Therefore, the existing nominal 12-inch diameter appears well suited for the PS and FM.

#### *B. Site Constraint*

The section of interest of the existing FM from STA 0+00 to STA 27+00 has been mapped along with the other existing utilities (see Attachment C). The map shows that many underground utilities are installed along Vallemar Street. The most noteworthy utilities are as follows:

- The 2-inch plastic gas distribution line, that parallels the FM for about 1,500 feet; and
- The 8-inch transmission water line and the 2-inch water distribution line that parallel the FM on both sides for about 800 feet.

The gas line poses safety concerns, as this line will probably need to be exposed during construction.





Regarding the water lines, Section 64572 of the California Waterworks Standards and the guidance memo No. 2003-02 released in 2003 by the State Water Board both state that “sewage force mains shall not be installed within ten feet (horizontally) of a water main”. No exemption to that rule exists. Since Vallemar Street is only 20 to 30 foot wide and has two water lines installed on both sides, it is impossible to install a new FM that will meet that requirement. Therefore, the two following approaches can be considered:

1. Rehabilitate the existing FM in place and advocate for the rehabilitation to be grandfathered in (which may or may not be approved by the State Water Board); or
2. Abandon the existing 2-inch water line, connect all service lines to the 8-inch line, and install a new FM at least 10 feet away from the 8-inch water line. This has to be agreed upon by MWSD who owns and operates the 2-inch water line.

#### *C. Replacement vs. Rehabilitation*

Based on the damages previously observed, the structural integrity of the existing FM is considered highly questionable and a new, fully structural pipeline is recommended. There are many products and construction methods available to provide such pipeline. Table 8 lists the most common trenchless technology alternatives to the traditional approach, i.e. the installation of a new pipeline in a new trench.

**Table 8 Trenchless Technology Alternatives**

Technology	Description	Photo
Pipe Bursting	Breaking up the old pipe and pushing it into the surrounding soil by passing a bursting or splitting device through it while pulling a replacement pipe in behind the bursting head.	
Slip-Lining	Installation of a smaller diameter replacement pipe inside the existing pipe leaving an annular gap between the two.	
Cured-In-Place-Pipe (CIPP)	The CIPP is a hollow cylinder consisting of a polyester and/or glass reinforced plastic fabric tube with cured thermosetting resin. The CIPP is formed within the existing pipe and takes the shape of the pipe.	
Close-fit liner	The liner is a thin walled polyethylene liner with an outside diameter similar to the inside diameter of the host pipe. The liner is folded, inserted into the existing pipeline, and banding is typically broken using water pressure after installation.	

While utilizing trenchless technologies would significantly reduce the amount of excavation needed for the project, an open-trench excavation and placement of a new pipeline is recommended as the only construction method that avoids diverting sewage around the jobsite during construction, the existing pipeline remaining active while the new pipeline is installed. This method is expected to save SAM over \$100,000.

*D. New Force Main Material*

The existing FM is constructed of DIP and is assumed internally coated with a traditional cement-mortar lining topped with a thin asphaltic seal-coat. The pipeline interior has been heavily corroded over time and, even though staff plans to perform more frequent manual removal of grit at MPS, the new FM needs to provide significant abrasion resistance.

The following pipe materials with expected superior performance were considered for this installation:

- DIP and fittings with 40 mils nominal dry film thickness of Protecto 401 ceramic epoxy;
- AWWA C900 PVC pipe with DIP fittings protected with 40 mils nominal dry film thickness of Protecto 401 ceramic epoxy; and
- High Density Polyethylene (HDPE) pipe and fittings.

In an effort to keep construction and future maintenance straightforward and cost-effective, only readily available and proven pipeline materials were considered. Thus, other materials, such as Centrifugally Cast, Fiberglass-Reinforced, Polymer Mortar (CCFRPM) pipeline or glass-lined ductile iron pipe, were removed from consideration.

Table 9 compares the three selected pipe materials along with the traditional, cement-mortar lined DIP. All materials were rated for all criteria, using the following rating:

- 1 – Fair
- 2 – Good
- 3 – Better
- 4 – Best

**Table 9 Force Main Material Comparison**

Criteria	Ductile Iron Pipe, Cement-Mortar Lining	Ductile Iron Pipe, Ceramic Epoxy Lining	HDPE Pipe	AWWA C900 PVC Pipe with Ceramic Epoxy Lined Fittings
Cost	3	1	4	4
Corrosion Resistance:				
- External	2	2	4	4
- Internal (chemical)	2	4	4	4
- Internal (abrasion)	3	4	4	4
Hydraulics:				
- Internal Diameter	4	4	3	3
- Roughness	3	4	4	4
- Surge Resistance	3	3	4	3
Quantity of Joints	3	3	4	3
Longevity Track Record	4	3	2	2
Seismic Resistance	3	3	4	3
Availability	4	2	4	3 (fittings)
Ease of Construction	3	3	4	4
Staff Familiarity	4	3	2	3

The only criterion where plastic pipe material appears inferior to DIP is the longevity track record: introduced more recently, plastic pipes indeed do not have the 100+ years of effectiveness and reliability of DIP. On all other criteria, the plastic pipes' performance equals or exceeds the DIP's. Plastic pipe material is recommended for this project. HDPE pipe comes with one significant additional benefit: it has no gasketed joints and reportedly performs better in seismic events. Fused HDPE pipe is recommended for this project.

## 5 OPINION OF CONSTRUCTION COST AND DURATION

The construction duration for a project of this size is estimated at six months. The engineer's opinion of budget-level construction cost is approximately \$1.35 million. Table 10 provides a budget level cost estimate for the entire project. Each line item includes a 20-percent contingency.

**Table 10 Opinion of Probable Construction Cost**

Item	Description	Estimated Quantity		Unit Price	Total
A1	Montara Pump Station Reinforcement - New Chopper Pump	1	LS	\$120,000	\$120,000
A2	Montara Pump Station Reinforcement - New Stop Gate	1	LS	\$30,000	\$30,000
B1	Montara Force Main Replacement - New Pipe	2,700	LF	\$300	\$810,000
B2	Vallemar St. Water Service Lines Reinstatement	15	LS	\$1,800	\$27,000
C	Montara and Princeton Force Mains Air Valves Improvement	1	LS	\$360,000	\$360,000
<b>Engineer's Opinion of Construction Cost TOTAL</b>					<b>\$1,347,000</b>

## 6 RECOMMENDATIONS

SRT recommends that the design of the Intertie Pipeline System Reinforcement Phase 3 Project include the following elements:

1. All improvements previously included in the Sewer Force Main Air Valves Improvement Project.
2. A chopper pump at Montara Pump Station installed to replace the non-operational pump. The new pump design point is 1,400 gpm at 85 feet of head. It will be equipped with a submersible motor and a VFD, similar to the existing pumps.
3. A new FRP stop gate at Montara Pump Station to allow staff to safely isolate the wet well prior to accessing it.
4. 2,700 linear feet of 12-inch diameter HDPE force main to replace the existing Montara Force Main from the pump station to the intersection between Vallemar Street and Highway 1.
5. The abandonment of the 2-inch water line on Vallemar Street and reconnection of the estimated 15 existing services to the 8-inch water line. This item needs to be agreed upon by MWSD.

## Attachment A

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Proposed Vaughan Chopper Pump Documentation



# 3"-6" E-Series Vertical Dry Pit Chopper Pumps

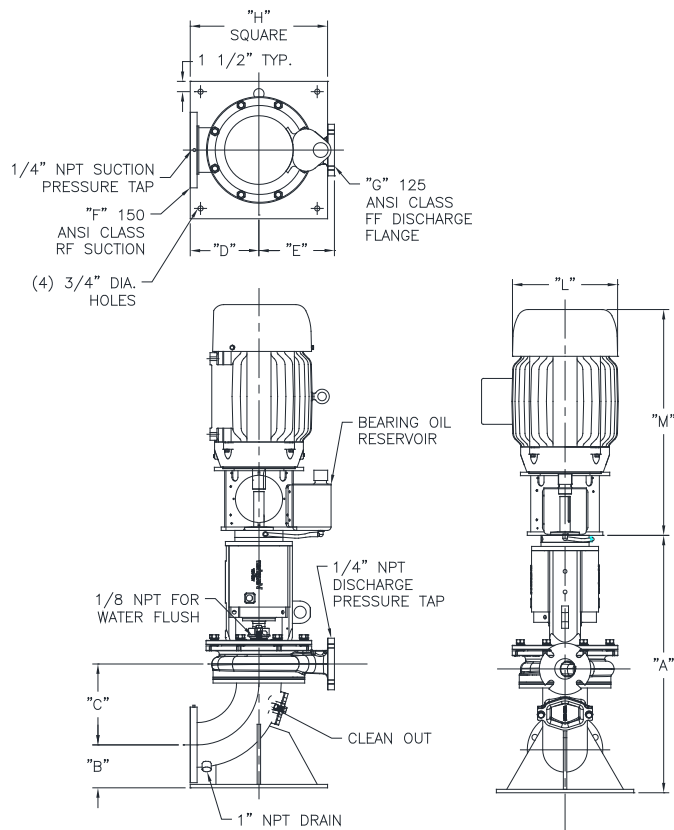
## Materials of Construction:

### Impeller/ Cutter Nut /

- Upper Cutter:** ..... Cast alloy steel, heat treated to minimum Rockwell C 60.
- Cutter Bar:** ..... Alloy steel or cast alloy steel, heat treated to minimum Rockwell C 60.
- Casing/Back Pull-Out Plate:** ..... Ductile cast iron.
- Flushless Mechanical Seal:** ..... Cartridge type with silicon carbide (or tungsten carbide) faces and stainless steel sleeve.
- Flushed Mechanical Seal:** ..... Tandem Cartridge type with silicon carbide (or tungsten carbide) faces and stainless steel sleeve.
- Thrust Bearings:** ..... Back-to-back angular contact ball type or face to face tapered roller type.
- Radial Bearings:** ..... Ball type or cylindrical roller type.
- Shaft:** ..... Heat treated alloy steel.
- Lubrication:** ..... ISO Gr. 46 oil.
- Flanges:** ..... Class 150 ANSI rated suction & class 125 ANSI rated discharge
- Mounting Base:** ..... Carbon Steel.
- Paint:** ..... Acrylic Urethane.

UNITS: INCHES

DRAWINGS AND DIMENSIONS SUBJECT TO CHANGE WITHOUT NOTICE. DO NOT USE FOR CONSTRUCTION PURPOSES. CONTACT VAUGHAN FOR CERTIFIED CONSTRUCTION PRINTS.



MODEL	A	B	C	D	E	F	G	H
PE3F6 / PE3G6	38 7/16	6 1/4	12 1/2	10	7 5/8	6	3	20
PE3L6 / PE3M6	37 9/16	6 1/4	12 1/2	10	8 5/8	6	3	20
PE3P6	37 1/2	6 1/4	11 3/4	10	11	6	3	20
PE3V6 / PE3W6	37 5/8	6 1/4	11 3/4	10	8 7/8	6	3	20
PE4K6 / PE4L6	38 15/16	6 1/4	12 7/8	10	9 1/2	6	4	20
PE4S6 / PE4T6	38 1/16	6 1/4	12 3/4	10	11 1/2	6	4	20
PE4V8	47	11	15 15/16	13 1/8	17	8	4	29
PE6U8	46 15/16	11	16 1/4	13 1/8	12	8	6	29
PE6W8 / PE6X8	46 15/16	11	16 5/16	13 1/8	13 1/2	8	6	29

HP	SPEED	FRAME SIZE	L	M	HP	SPEED	FRAME SIZE	L	M	
5	1170	215TC	10 1/4	26	25	1170	324TC	16 5/8	35 13/16	
	1750	184TC	8 11/16	23		1750	284TC	14 9/16	32 13/16	
7.5	1170	254TC	13	29 7/16	30	1170	326TC	16 5/8	37 5/16	
	1750	213TC	10 1/4	24 9/16		1750	286TC	14 9/16	34	
10	1170	256TC	13	31 3/16	40	1750	286TSC	14 9/16	32 1/4	
	1750	215TC	10 1/4	26		1750	324TC	16 5/8	35 13/16	
15	1170	284TC	14 9/16	32 3/16	50	3510	286TSC	16 15/16	27 2/16	
	1750	254TC	13	29 7/16		1750	326TC	16 5/8	37 5/16	
	3510	254TC	13	29 7/16		3510	326TSC	16 5/8	33 7/8	
20	1170	286TC	14 9/16	34	60	1750	364TC	18 3/4	39 11/16	
	1750	256TC	13	31 3/16		75	1750	365TC	18 3/4	39 11/16
	3510	256TC	13	31 3/16						



**Vaughan Co., Inc.**  
 364 Monte Elma Road  
 Montesano, WA 98563  
 Phone: 360-249-4042, FAX: 360-249-6155  
 e-mail: info@chopperpumps.com

CURRENT U.S. PATENTS: Nos. 7,125,22  
 5,460,482; 5,460,483; 5,456,580; 5,256,03  
 5,076,757; 4,840,384; 4,842,479.

CURRENT FOREIGN PATENTS: Nos. 2 371 834;  
 188 138; 1,290,981; 276224; 0 774 045.  
 OTHER PATENTS PENDING.



## SPECIFICATIONS – 3" – 6" VERTICAL DRY PIT CHOPPER PUMPS

The vertical dry pit chopper pump shall be specifically designed to pump waste solids at heavy consistencies without plugging or dewatering of the solids. Materials shall be chopped/macerated and conditioned by the pump as an integral part of the pumping action. The pump must have demonstrated the ability to chop through and pump high concentrations of solids such as plastics, heavy rags, grease and hair balls, wood, paper products and stringy materials without plugging, both in tests and field applications. Pump shall be manufactured by Vaughan Co., Inc.

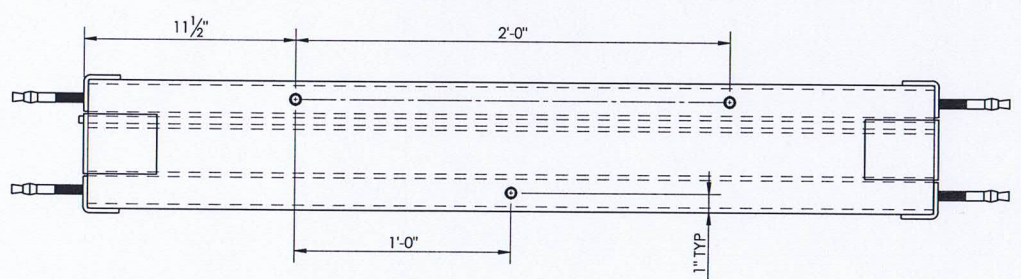
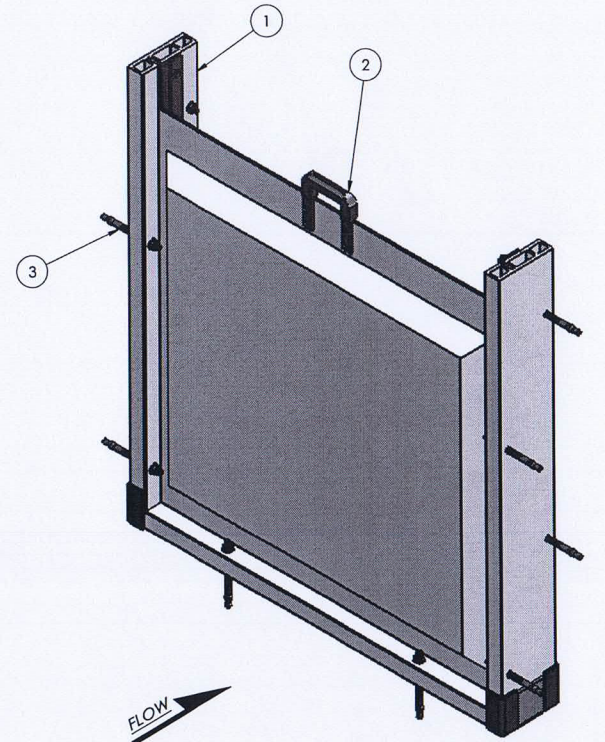
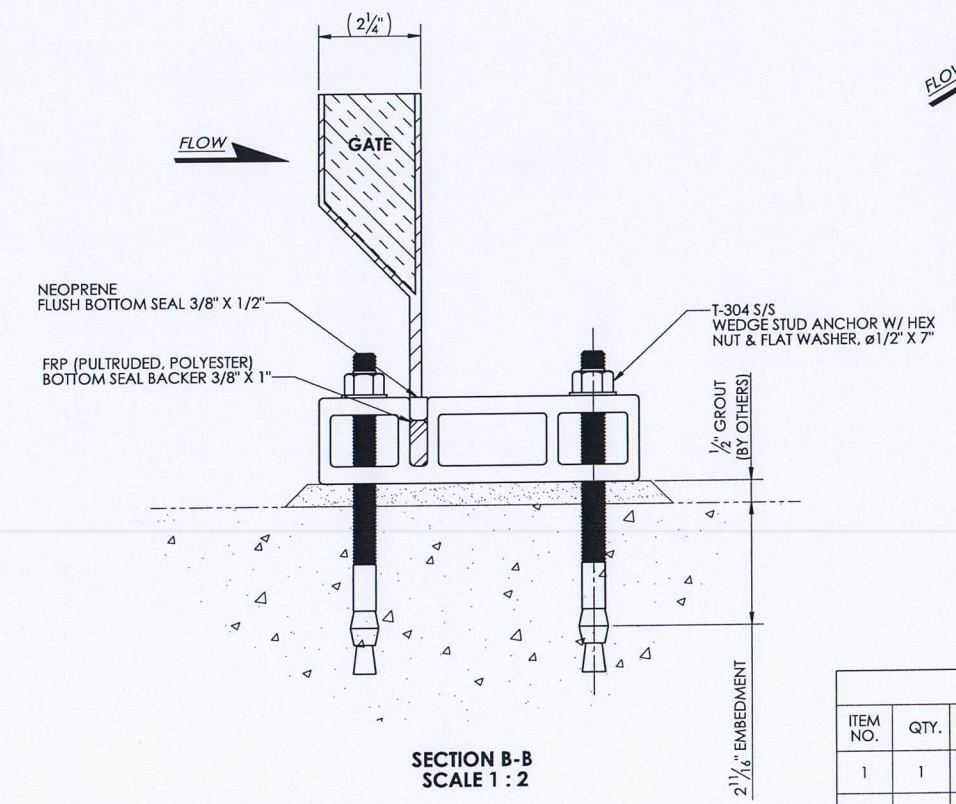
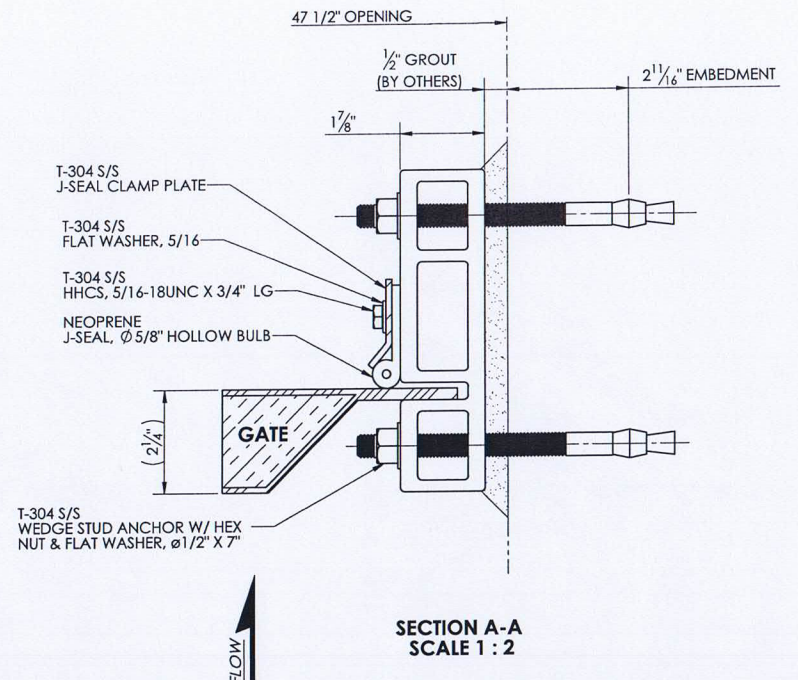
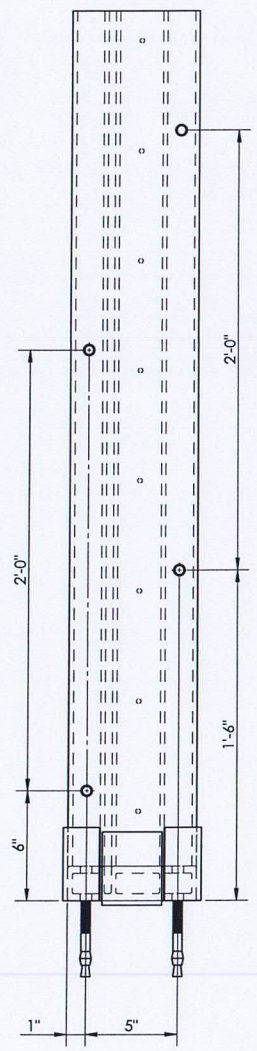
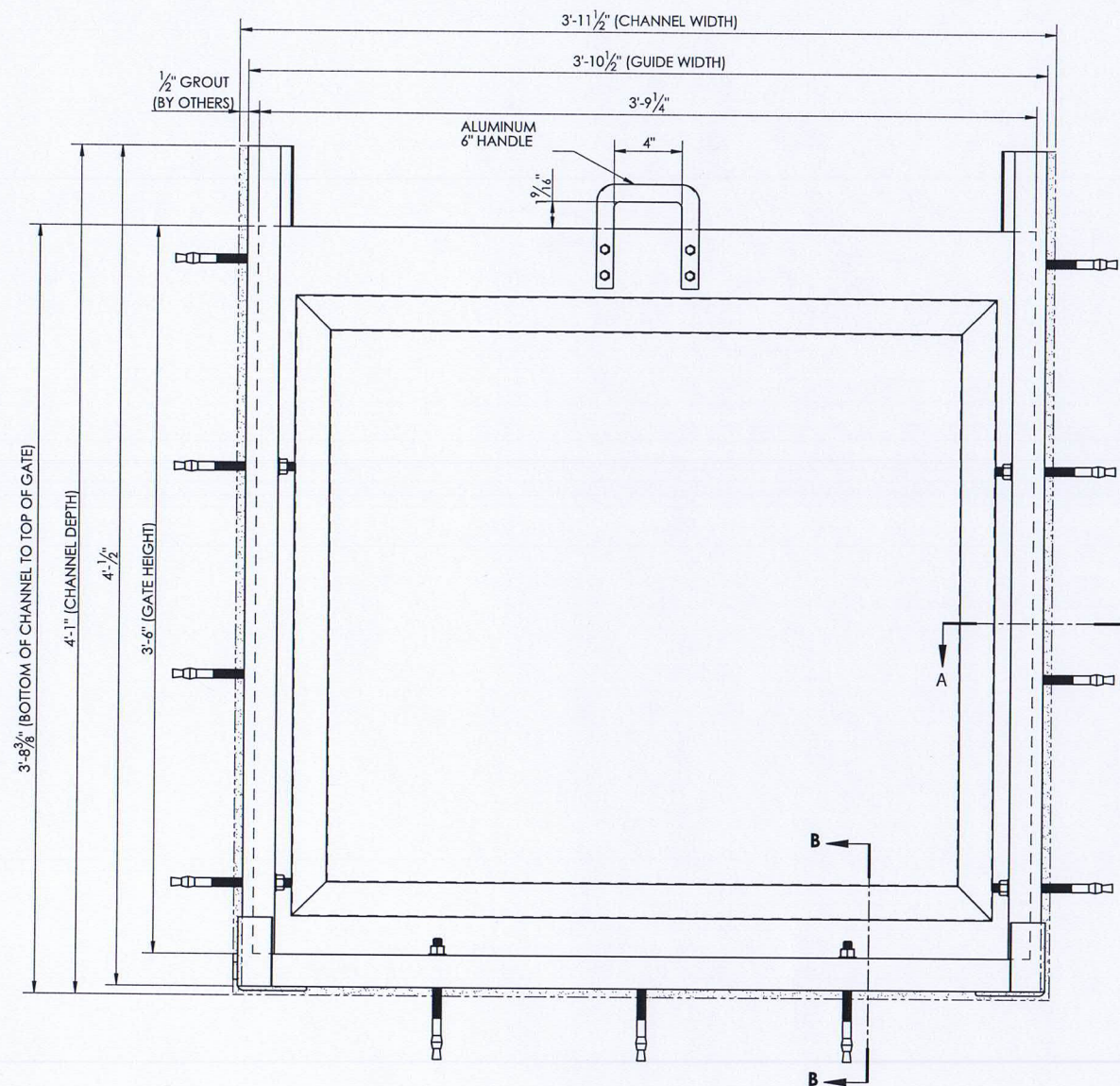
### DETAILS OF CONSTRUCTION

- A. Casing and Back Pull-Out Plate: The pump casing shall be of volute design, spiraling outward to the class 125 ANSI flanged centerline discharge. Back pull-out design shall incorporate jacking bolts for accurate adjustment of impeller-to-cutter bar clearance, and shall allow removal of pump components without requiring disconnection of casing from inlet or discharge piping. Casing & backplate shall be ductile cast iron with all water passages to be smooth, and free of blowholes and imperfections for good flow characteristics. A pressure tap shall be included on or near the discharge flange. Backplate shall include a replaceable Rockwell C 60 alloy steel cutter adjustable for 0.005-0.050" clearance to cut against the rotating impeller pumpout vanes for removing fiber and debris.
- B. Impeller: Shall be semi-open type with pump out vanes to reduce seal area pressure. Chopping/maceration of materials shall be accomplished by the action of the cupped and sharpened leading edges of the impeller blades moving across the cutter bar at the intake openings, with a maximum set clearance between the impeller and cutter bar of 0.015-0.025" cold. Impeller shall be cast alloy steel heat treated to minimum Rockwell C 60 and dynamically balanced. The impeller shall be keyed to the shaft and shall have no axial adjustments and no set screws.
- C. Cutter Bar Plate: Shall be recessed into the pump bowl and shall contain at least 2 shear bars extending diametrically across the intake opening to within 0.010-0.030" of the rotating cutter nut tooth, for the purpose of preventing intake opening blockage and wrapping of debris at the shaft area. Chopper pumps utilizing individually mounted shear bars shall not be acceptable. Cutter bar shall be cast alloy steel or alloy steel heat-treated to minimum Rockwell C 60.
- D. Cutter Nut: The impeller shall be secured to the shaft using a cutter nut, designed to cut stringy materials and prevent binding using a raised, rotating cutter tooth. The cutter nut shall be cast alloy steel heat treated to minimum Rockwell C 60.
- E. Upper Cutter: Shall be threaded into the back pull-out adapter plate behind the impeller, designed to cut against the pump-out vanes and the impeller hub, reducing and removing stringy materials from the mechanical seal area. Upper cutter shall be cast alloy steel heat treated to minimum Rockwell C 60. The upper cutter teeth are positioned as closely as possible to the center of shaft rotation to minimize cutting torque and nuisance motor tripping. The ratio of upper cutter cutting diameter to shaft diameter in the upper cutter area of the pump shall be 3.0 or less.
- F. Pump Shafting: Shall be heat treated alloy steel.
- G. Bearings: Shall be oil-bath lubricated with ISO Gr. 46 hydraulic oil. Shaft thrust in both directions shall be taken up by two back-to-back mounted single-row angular contact ball bearings or two face to face mounted tapered roller bearings. Two adjacently mounted single-row radial bearings or one cylindrical roller type shall also be provided. L-10 bearing life shall be minimum 100,000 hours.
- H. Bearing Housing: Shall be ductile cast iron and machined with piloted bearing fits for concentricity of all components. Bearing housing shall include a side-mounted site glass. Viton® double lip seals riding on stainless steel shaft sleeves are to provide sealing at each end of the bearing housing. Thrust bearings are mounted in an adjustable cartridge to allow external upper cutter adjustment.
- I. Stuffing Box: Shall be ductile cast iron. The stuffing box shall be designed to accommodate the mechanical seal, or packing. Mechanical seal with no seal water flush and flushed tandem mechanical seal as described below does not require stuffing box.
- J. Seal: [NOTE TO CONSULTING ENGINEER: Please choose one of the four options below]:
- Mechanical Seal system specifically designed to require no seal flush: The mechanical seal shall be located immediately behind the impeller hub to eliminate the stuffing box and maximize the flushing available from the impeller pumpout vanes. The seal shall be a cartridge-type mechanical seal with Viton O-rings and silicon carbide faces. This cartridge seal shall be a pre-assembled, and pre-tested so that no seal settings or adjustments are required from the installer. Any springs used to push the seal faces together must be shielded from the fluid to be pumped. The cartridge shall also include a 17-4PH, heat-treated seal sleeve and a stainless steel seal housing.
  - Flushed Tandem Mechanical Seal: The seal shall be cartridge-type tandem mechanical seal with Viton O-rings and silicon carbide (or tungsten carbide) faces. This cartridge seal shall be a pre-assembled, pre-tested so that no seal settings or adjustments are required from the installer. Any springs used to push the seal faces together must be shielded from the fluid to be pumped. The cartridge shall also include a 17-4PH, heat-treated seal sleeve and a stainless steel seal housing. Contractor is to provide a 3 gal./hr. minimum seal flush with filtered grey water or better, a rotameter, and a throttle valve.
  - Mechanical seal with throttle bushing and water fitting for seal water flush. The seal shaft sleeve shall be AISI 316 SS. Mechanical seal materials shall be either 316 stainless steel or Alloy 20 with silicon carbide or tungsten carbide faces. Seal shall be positively driven by set-screws. Elastomers shall be of Buna N, and stationary seal member shall be of the cup-mounted type to ensure cushioning of face material from mechanical shock. Contractor is to provide a 6-10 gal./hr. seal flush with filtered water, a rotameter, throttle valve, and solenoid operated isolation valve interlocked with an auxiliary contact of the motor starter.
  - Packing design with 5-ring Kevlar packing, split Teflon lantern ring and water fitting. The packing shaft sleeve shall be 316 SS with Nickel-Chrome-Boron coating. Contractor is to provide a 6-10 gal./hr. packing flush with filtered water, a rotameter, throttle valve, and solenoid operated isolation valve interlocked with an auxiliary contact of the motor starter.
- K. Inlet Manifold: The pump assembly shall be mounted vertically on a 90 degree carbon steel elbow with a class 150 ANSI rated inlet flange, cleanout, 1/4" NPT suction pressure tap, drain connection and pedestal base.
- L. Shaft Coupling: Bearing housing and motor stool design is to provide accurate, self-aligning mounting for a C-flanged electric motor. Pump and motor coupling shall be T.B. Woods Sureflex elastomeric type.
- M. Stainless Steel Nameplates: Shall be attached to the pump and drive motor giving the manufacturer's model and serial number, rated capacity, head, speed and all pertinent data.
- N. Motor Requirements: Drive motor shall be \_\_\_\_ HP, \_\_\_\_\_ RPM, \_\_\_\_ volts, \_\_ phase, \_\_\_\_ hertz, \_\_\_\_\_ service factor, C-flange mounted, \_\_\_\_\_ enclosure. The motor shall be sized for non-overloading conditions.
- O. Surface Preparation: Degreased and coated with 5-8 MDFT epoxy (except motor).
- P. OPTIONAL ADDER Surface Preparation: SSPC-SP5 commercial sandblast (except motor), primed with 5-8 MDFT epoxy primer and finish coated with 5-8 MDFT epoxy (except motor).

## Attachment B

---

Proposed Stop Gate Drawing



- NOTES:**
1. STOP GATE IS SANDWICH CONSTRUCTION W/ FRP SKINS AND FOAM CORE.
  2. RESIN: MCWHORTER 712-3765
  3. ALL JOINTS ARE BONDED WITH PLEXUS MA-300.
  4. STOP GATE COLOR IS GREY
  5. GUIDE FRAME IS PULTRUDED FRP (VINYL-ESTER).
  6. GATE BODY IS FRP (POLYESTER).

PROJECT:  
CUSTOMER:  
REP:  
P.O. NO:

**Plasti-Fab**  
TUALATIN, OR.  
UNLESS OTHERWISE SPECIFIED,  
DIMENSIONS ARE IN FEET/INCHES  
TOLERANCES UNLESS OTHERWISE SPECIFIED:

≤ 6'-0"	± 1/16"
> 6'-0" AND ≤ 25'-0"	± 1/8"
> 25'-0"	± 1/2"

PLASTI-FAB PART NUMBER:  
MATERIAL INFORMATION:  
SPECIAL FINISH REQUIREMENT:  
NAME: DATE:  
DRAWN BY:  
CHECKED BY:

BOM TABLE			
ITEM NO.	QTY.	DESCRIPTION	MATERIAL
1	1	IN-CHANNEL GUIDE FRAME ASSEMBLY	
2	1	STOP GATE ASSEMBLY	
3	11	WEDGE STUD ANCHOR W/ HEX WASHER, ø1/2" X 7"	T-304 S/S

TITLE:  
STOP GATE & GUIDE ASSEMBLY, GATE WITH LIFTING HANDLE, IN-CHANNEL MOUNTED GUIDE ASSEMBLY

SIZE: D  
DRAWING NO.:  
REV.:

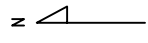
WEIGHT: 136 SCALE: 1:4 SHEET: 1 OF 1

## Attachment C

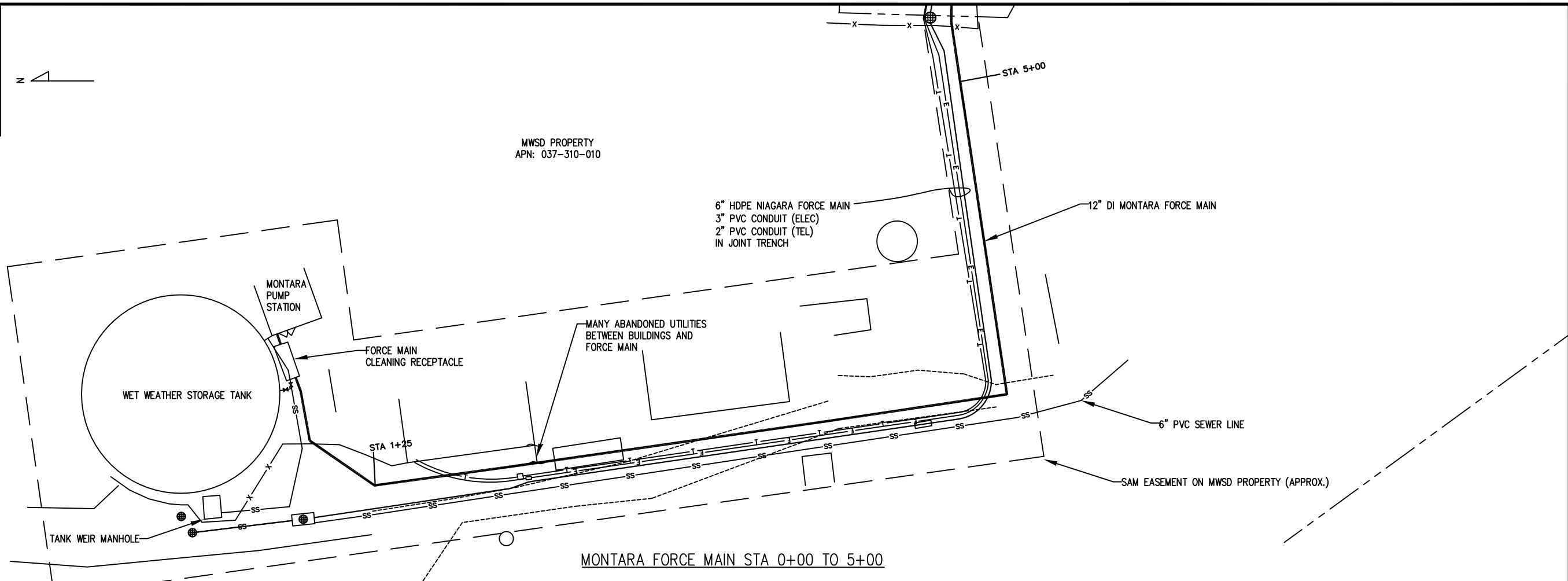
---

Vallemar Street – Utilities Maps

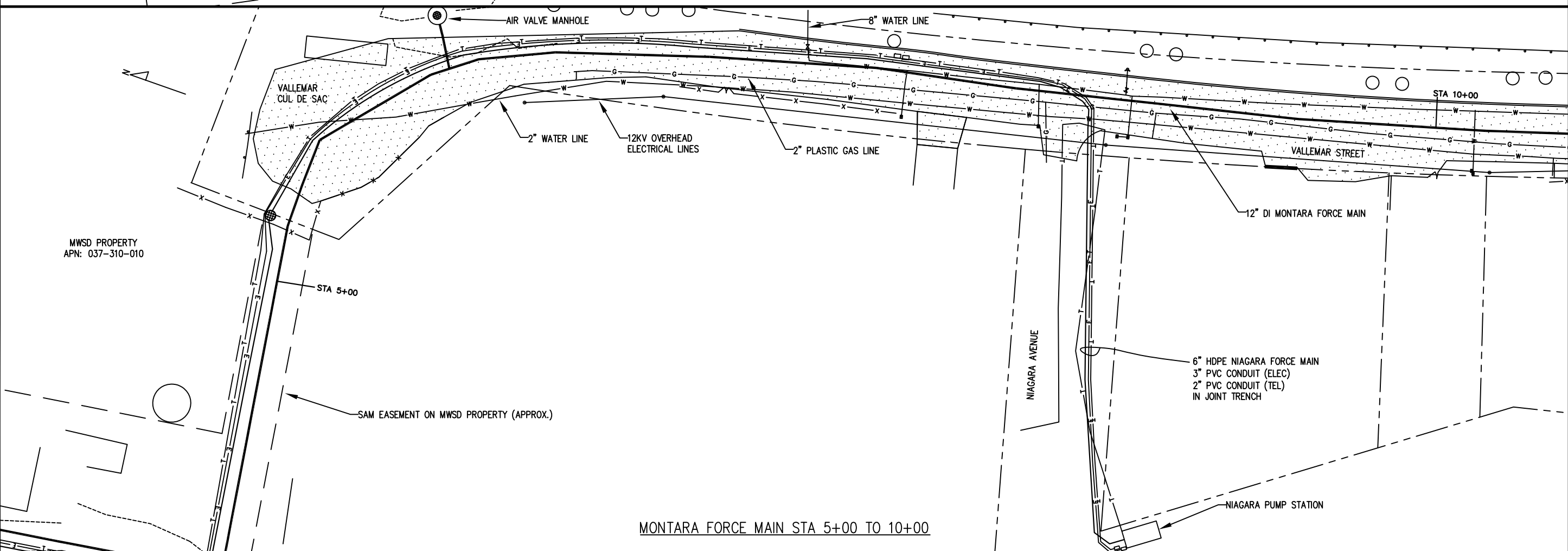
VERIFY SCALE  
 0 1"  
 BAR IS ONE INCH ON ORIGINAL DRAWING. IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.



MWSD PROPERTY  
 APN: 037-310-010



MONTARA FORCE MAIN STA 0+00 TO 5+00



MONTARA FORCE MAIN STA 5+00 TO 10+00

NO.	DATE	DESCRIPTION	BY	APP'D
0	2/2015	CONCEPTUAL ENGINEERING	JF	JF

**NOT FOR CONSTRUCTION**

**SRT consultants**  
 792 Bay Street  
 San Francisco, CA 94109  
 Ph 415.776.5800  
 Fx 415.776.5200

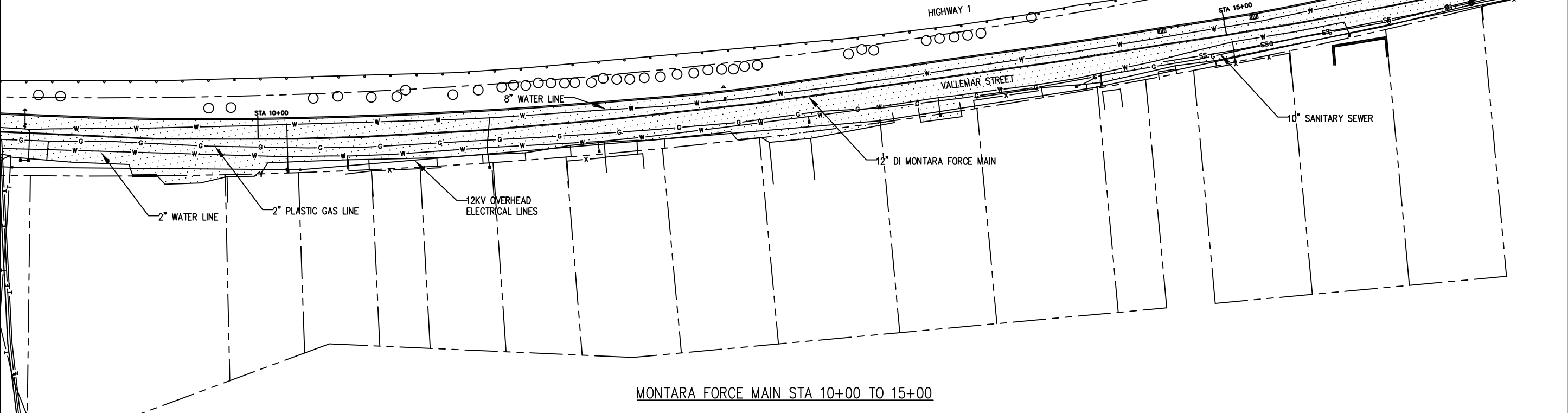
**SEWER AUTHORITY MID-COASTSIDE**  
 1000 NORTH CABRILLO HIGHWAY  
 HALF MOON BAY, CA 94109

**IPS REINFORCEMENT PHASE 3**  
 EXISTING UTILITIES MAP  
 STA 0+00 TO STA 10+00

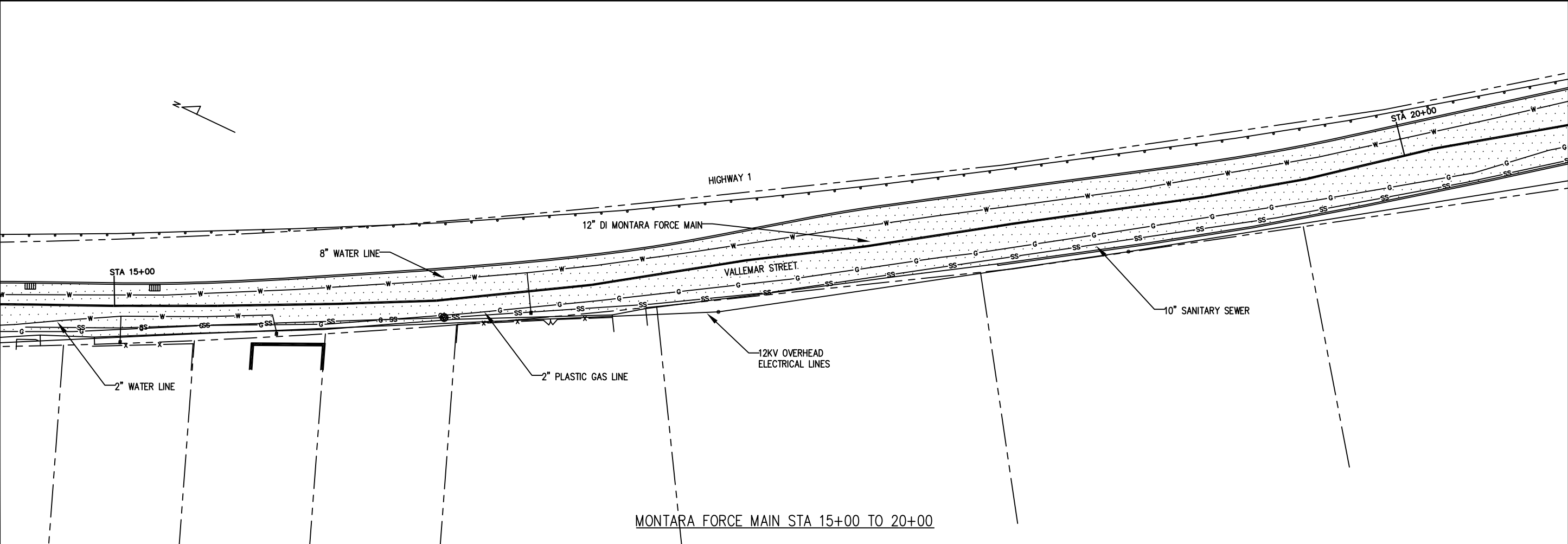
DATE	FEBRUARY 2015
SCALE	1" = 20'
DESIGN	JF
DRAWN	JF
PROJECT	TBD
SHEET	1 of 3

**EX1**

VERIFY SCALE  
 0 1"  
 BAR IS ONE INCH ON ORIGINAL DRAWING. IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.



MONTARA FORCE MAIN STA 10+00 TO 15+00



MONTARA FORCE MAIN STA 15+00 TO 20+00

SYL	DESCRIPTION	DATE	APPROVED
0	CONCEPTUAL ENGINEERING	2/2015	TM

**NOT FOR CONSTRUCTION**

**SRT**  
 consultants  
 792 Bay Street  
 San Francisco, CA 94109  
 Ph 415.776.5800  
 Fx 415.776.5200

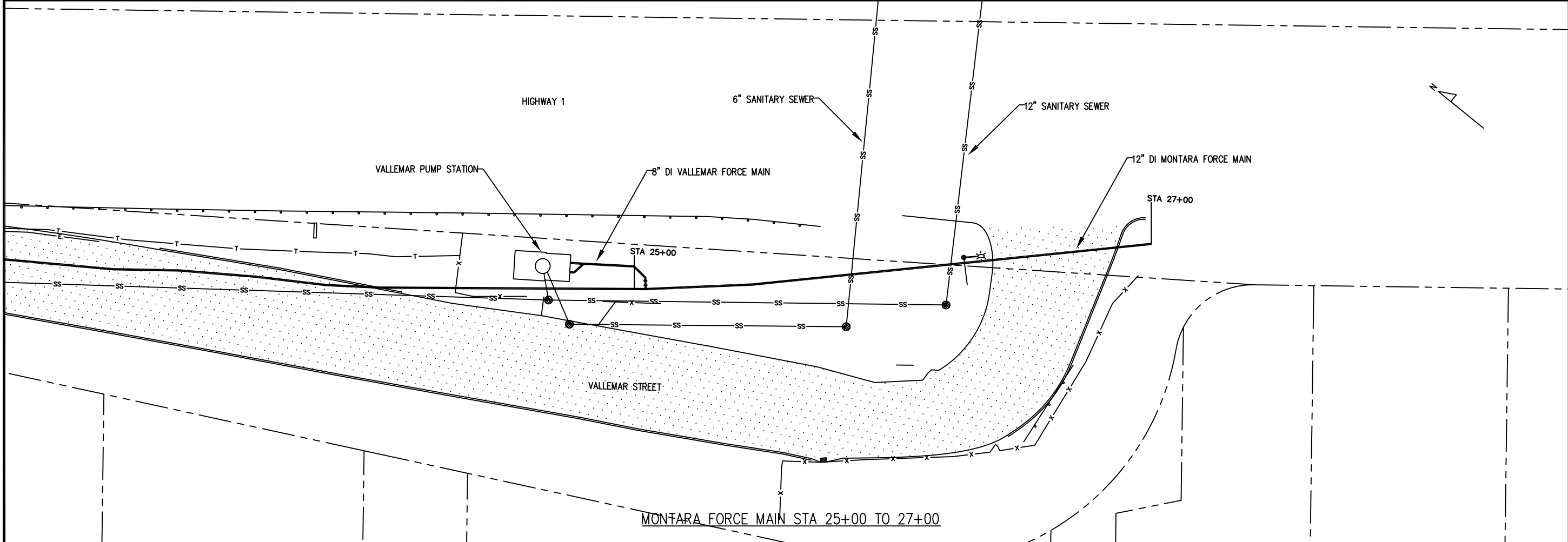
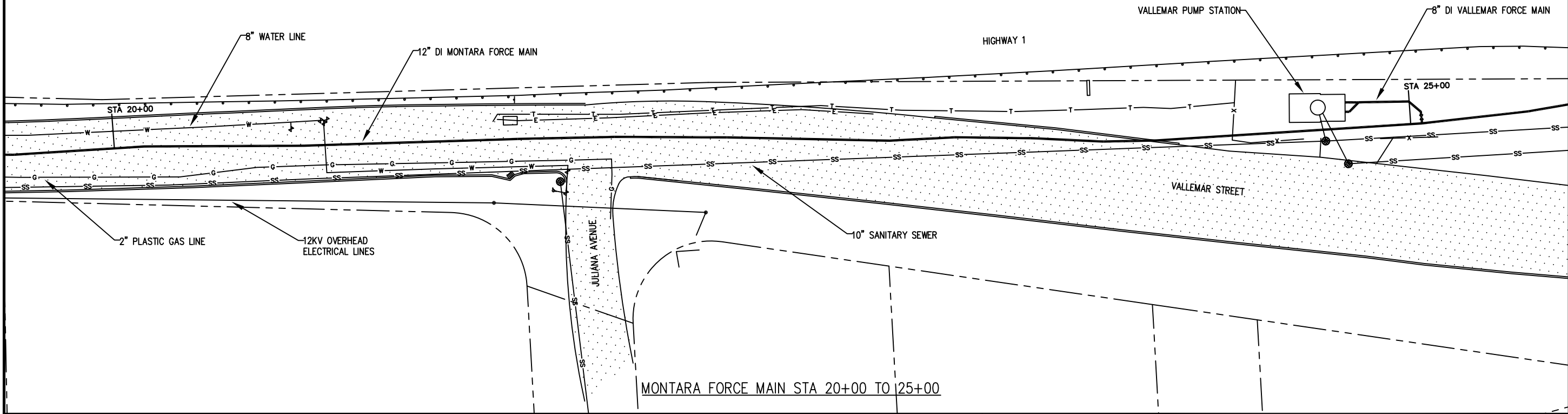
**SEWER AUTHORITY MID-COASTSIDE**  
 1000 NORTH CABRILLO HIGHWAY  
 HALF MOON BAY, CA 94109

**IPS REINFORCEMENT PHASE 3**  
 EXISTING UTILITIES MAP  
 STA 10+00 TO STA 20+00

DATE	FEBRUARY 2015
SCALE	1" = 20'
DESIGN	JF
DRAWN	JF
PROJECT	TBD
SHEET	2 of 3

**EX2**

VERIFY SCALE  
 0 1"  
 BAR IS ONE INCH ON ORIGINAL DRAWING. IF NOT ONE INCH ON THIS SHEET, ADJUST SCALES ACCORDINGLY.



NO.	DATE	DESCRIPTION	BY	APP'D
0	2/2015	CONCEPTUAL ENGINEERING	JF	JF

**NOT FOR CONSTRUCTION**

**SRT** consultants  
 792 Bay Street  
 San Francisco, CA 94109  
 Ph 415.776.5800  
 Fx 415.776.5200

**SEWER AUTHORITY MID-COASTSIDE**  
 1000 NORTH CABRILLO HIGHWAY  
 HALF MOON BAY, CA 94109

**IPS REINFORCEMENT PHASE 3**  
 EXISTING UTILITIES MAP  
 STA 20+00 TO 27+00

DATE	FEBRUARY 2015
SCALE	1" = 20'
DESIGN	JF
DRAWN	JF
PROJECT	TBD
SHEET	3 of 3

**EX3**

**DRAFT**  
**SAM COLLECTIONS BUDGET**  
**FISCAL YEAR 2015-16**

**March 23, 2015**



## SEWER AUTHORITY MID-COASTSIDE

### FY2015-16 Collections System Budget Assessment

	HMB	GCSD	MWSD	Total
<b>Collection Hour Distribution</b>	36.32%	27.42%	36.26%	100.00%
Fixed Insurance Costs	\$ 13,117	\$ 11,032	\$ 20,621	\$ 44,770
Collection General Subtotal	\$ 340,506	\$ 257,051	\$ 339,879	\$ 937,436
<b>Annual Collections Assessments</b>	<b>\$ 353,623</b>	<b>\$ 268,083</b>	<b>\$ 360,500</b>	<b>\$ 982,206</b>
<b>General Monthly Assessment</b>	<b>\$ 29,469</b>	<b>\$ 22,340</b>	<b>\$ 30,042</b>	<b>\$ 81,851</b>

The Collection General Budget is distributed based on average employee hours.

Insurance costs are costs for individual liability insurance for all three member agencies to cover sewage overflows, especially into homes. Insurance costs also include liability insurance for MWSD's water system. Because these costs are not subject to assessment based on average employee hours, they are fixed costs.

The fixed insurance cost is subtracted from the total Collection General Budget. The difference is distributed amongst the member agencies based on average employee hours.

## SEWER AUTHORITY MID-COASTSIDE

### Collections Assessment Comparison

	Actual FY2013-14	FY2014-15 Budgeted Revenue	FY2015-16 Proposed Revenue	Change from FY 2014-15	
				\$	%
Collections	\$ 838,176	\$ 869,109	\$ 982,206	\$ 113,097	13.0%
<b>Total</b>	<b>\$ 838,176</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,097</b>	<b>13.0%</b>

### Collections Expenditure Comparison

	Actual FY2013-14	FY2014-15 Budgeted Expenditures	FY2015-16 Proposed Expenditures	Change from FY 2014-15	
				\$	%
Collections	\$ 677,704	\$ 869,109	\$ 982,206	\$ 113,098	13.0%
<b>Total</b>	<b>\$ 677,704</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,098</b>	<b>13.0%</b>

## SEWER AUTHORITY MID-COASTSIDE

FY 2015-16

### Member Agency **Collections** Assessment Comparison

City of Half Moon Bay					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 275,760	\$ 300,195	\$ 353,623	\$ 53,428	17.8%
Total	\$ 275,760	\$ 300,195	\$ 353,623	\$ 53,428	17.8%
Monthly Total	\$ 22,980	\$ 25,016	\$ 29,469	\$ 4,452	17.8%

Granada Community Services District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 229,548	\$ 263,061	\$ 268,083	\$ 5,022	1.9%
Total	\$ 229,548	\$ 263,061	\$ 268,083	\$ 5,022	1.9%
Monthly Total	\$ 19,129	\$ 21,922	\$ 22,340	\$ 418	1.9%

Montara Water and Sanitary District					
	Actual	Current	Proposed	Change from FY 2014-15	
	FY2013-14	FY2014-15	FY2015-16	\$	%
Collections	\$ 332,868	\$ 305,853	\$ 360,500	\$ 54,647	17.9%
Total	\$ 332,868	\$ 305,853	\$ 360,500	\$ 54,647	17.9%
Monthly Total	\$ 27,739	\$ 25,488	\$ 30,042	\$ 4,554	17.9%

<b>Total</b>	<b>\$ 838,176</b>	<b>\$ 869,109</b>	<b>\$ 982,206</b>	<b>\$ 113,097</b>	<b>13.0%</b>
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**SEWER AUTHORITY MID-COASTSIDE**

## Collections Budget

<b>Grouped Categories</b>	Actual	FY2014-15	FY2015-16	Change from		Distribution
	FY2013-14	Budgeted Expenditures	Proposed Expenditures	FY 2014-15		
				\$	%	
Personnel	\$ 573,006	\$ 743,551	\$ 869,724	\$ 126,173	17.0%	88.5%
Utilities	\$ 3,347	\$ 3,442	\$ 4,043	\$ 601	17.4%	0.4%
Professional Services	\$ 19,500	\$ 30,000	\$ 30,000	\$ -	0.0%	3.1%
Chemicals	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Sludge/Solids	\$ -	\$ -	\$ -	\$ -	0.0%	0.0%
Maintenance	\$ 4,129	\$ 8,250	\$ 5,750	\$ (2,500)	-30.3%	0.6%
All Other Accounts	\$ 77,721	\$ 83,866	\$ 72,690	\$ (11,176)	-13.3%	7.4%
Passthrough Accounts	\$ -	\$ -	\$ -	\$ -	0.0%	
<b>Total</b>	<b>677,704</b>	<b>869,109</b>	<b>982,206</b>	<b>113,098</b>	<b>13.0%</b>	<b>100.0%</b>





Sewer Authority Mid-Coastside

**Collections Contract Budget**

Acct #	Account Name	Actual '12-13	Actual '13-14	Budgeted Amount '14-15	Income / Expenditures to date	% to date	Projected	Projected as % of Budgeted	Budgeted Amount '15-16	Increase/ (decrease) from '14-15 Budget	Increase/ (decrease) %
5162006	Chemicals-NaOCL-Pump Station										
5162007	Chemicals-Polymer										
5162008	Chemicals-FeCl3										
5162010	Chemicals-NaOH-Plant										
5172001	Lab Chemicals										
5172002	Lab Maintenance Supplies										
5172003	Lab General										
5172004	Public Outreach Gen Supplies										
5181001	Office Equipment		252								
5182002	Vehicles	9,343	4,129	7,500	10,774	143.7%	21,548	287.3%	5,000	-2,500	-33.3%
5182003	Building and Grounds										
5182004	Pump Station										
5182005	Plant Equipment										
5182013	Facility Roofing										
5182014	Instrumentation										
5184020	Leahate Delivery Expenses										
5184006	Sewer Line - HMB										
5184007	Sewer Line-GCSD										
5184008	Sewer Line - MWSD										
5184009	Lift Station - HMB										
5184010	Lift Station - GCSD										
5184011	Lift Station-MWSD										
5184012	SAM Collection Equipment	6,114	11,491	12,000	24,528	204.4%	49,056	408.8%	14,000	2,000	16.7%
52310	Service/Bank Charges										
52410	Interest Expense										
52510	Depreciation Expense										
5202001	Mechanical Tools										
5202002	General Tools	264	353	756	65	8.5%	129	17.1%	756	0	0.0%
53210	Fines and Penalties										
<b>Total Expenses</b>		<b>764,767</b>	<b>677,704</b>	<b>869,109</b>	<b>402,875</b>	<b>46.4%</b>	<b>805,750</b>	<b>92.7%</b>	<b>982,206</b>	<b>113,098</b>	<b>13.0%</b>

**SEWER AUTHORITY MID-COASTSIDE  
PROPOSED FY2015-2016 BUDGET  
Class: COLLECTIONS**

REVENUE		
	Current Yr	Last Yr

EXPENSES		
----------	--	--

<b>5021001</b>	<b>Productive Payroll</b>	<b>\$ 541,067</b>	<b>\$ 448,668</b>
----------------	---------------------------	-------------------	-------------------

This is salary for employees in this account class. This total reflects 3.75% MOU related increase for the fiscal year. The total also includes 2 step (5.0%) increases and 2 increases (5.0%) for obtaining Class B licenses. The budgeted amount includes 4 full-time Collection employees as well as an allocation 2.475 employees from other departments, an increase in allocation from FY 2014-15.

Item	Cost
Salary	\$516,931
Step Increases	\$3,988
Estimated Certifications	\$10,675
MOU Increase	\$9,473

<b>5021002</b>	<b>Overtime</b>	<b>\$ 45,098</b>	<b>\$ 40,983</b>
----------------	-----------------	------------------	------------------

This is for overtime pay to represented employees. SAM has an MOU with Stationary Engineers Local 39. That MOU specifies the conditions and amounts for overtime pay. For this account class, we projected the FY2015-16 total based upon the actuals thru December 2014. Overtime is used for sewer system callouts, emergency response to alarm conditions and storm related staffing. There is an increase in FY 2015-16 due to a higher projection of actual expenses in FY 2014-15

<b>5021004</b>	<b>Benefits</b>	<b>\$ 227,940</b>	<b>\$ 238,740</b>
----------------	-----------------	-------------------	-------------------

This account is used for MOU-required benefits. SAM provides CalPERS retirement at 2%@55 for "classic" employees and 2%@62 for new hires. CalPERS retirement cost is reduced due to MOU-related 1% increase for "classic" CALPERS employee's contribution. Medical/Dental/Life/Vision represents actual cost plus 2.8% estimated increase. LTD insurance cost increase of 5% and workers comp insurance increase of 5%, as projected by CSRMA.

Item	Cost
CalPERS retirement	\$76,412
Medical/Dental/Life/Vision	\$119,244



Retiree Health Security Plan	\$2,173
LTD	\$1,855
Workers Comp/Medicare	\$28,256

---

<b>5021005</b>	<b>Healthcare Benefits MOU Reserve</b>	<b>\$ 32,659</b>	<b>\$ -</b>
----------------	--	------------------	-------------

This account budgets for the difference of actual healthcare cost versus the stipulated \$1955/month per employee cost per the MOU. In prior fiscal years, SAM accounted for all of the healthcare cost (both actual and accrued) in account #5021004. Starting this year, to increase visibility of the cost of the healthcare benefit accrual, SAM is breaking out the actual cost of the accrual in this account.

---

<b>5021006</b>	<b>Overtime Meals</b>	<b>\$ 100</b>	<b>\$ 100</b>
----------------	-----------------------	---------------	---------------

This account is used for MOU-required overtime meals.

---

<b>5021008</b>	<b>Retiree Benefits</b>	<b>\$ 9,060</b>	<b>\$ 9,060</b>
----------------	-------------------------	-----------------	-----------------

This account is for CalPERS and GASB 45 mandatory contribution towards current and future retiree medical benefits. SAM provides the minimum required contribution for its one (1) Collection retired employee at \$115 per month.

---

<b>5031003</b>	<b>Employee Physicals</b>	<b>\$ 2,400</b>	<b>\$ 1,500</b>
----------------	---------------------------	-----------------	-----------------

Costs associated with various medical examinations and required inoculations.

<b>Descrip</b>	<b>Freq</b>	<b>Rate</b>	<b>Cost</b>
Hep B Series (3)	4	\$255	\$1,020
Respirator	4	\$120	\$480
Class B CDL Drug Screens	12	\$75	\$900

---

<b>5041006</b>	<b>Other Professional Services</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>
----------------	------------------------------------	------------------	------------------

This expense is for moving to a more modernized and robust Maintenance Management System. In addition to a higher degree of usability, it will cost much less over time. This year will cover the initial cost of purchase and setup of \$30,000 for a SAM seat. Member agencies will be able to utilize the SAM seat through protected network access. The annual support cost will drop by approximately \$12,000. Therefore, the District will recover the cost of software and setup by the second or third year of implementation, and will save at least \$12,000 in cost every year thereafter. This is a carry-over from FY 2014-15

<b>Item</b>	<b>Cost</b>
New Collection System Maintenance Management System	\$30,000

---

**5052002 Laundry Service** **\$ 2,412 \$ 2,412**

These are costs associated with the laundering of MOU-required uniforms.

<u>Item</u>	<u>Units/Year</u>	<u>Rate</u>	<u>Cost</u>
Uniform Service (per Ee)	52	\$46	\$2,412

---

**50810 Skills Improvements** **\$ 8,500 \$ 1,600**

These are costs associated with employee skill improvements for four employees. 3 SAM staff will need to obtain training for new Vactor Truck commercial drivers licenses

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
CDL School	3	\$2,500	\$7,500
Other	4	\$250	\$1,000

---

**50910 Meetings and Travel** **\$ 500 \$ 500**

These are costs associated with one employee meeting, conference, seminar costs and associated travel costs.

---

**5102001 Safety Training** **\$ 2,400 \$ 2,400**

These are costs associated with safety training.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Cintas Safety Training	4	\$600	\$2,400

---

**5102002 Safety Shoes** **\$ 880 \$ 880**

These are costs associated with MOU-required safety shoe reimbursement. Current reimbursement is \$220/ employee.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Safety shoes	4	\$220	\$880

---

**5102003 Personal Safety Equipment** **\$ 1,000 \$ 1,000**

These are costs associated with personal safety equipment such as gloves, raingear, boots, safety vests, goggles.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Personal Safety Equipment	4	\$250	\$1,000

---

**5102005 Safety Equipment** **\$ 699 \$ 824**

These are costs associated with safety equipment other than personal equipment. These include SCBAs, Air Detectors, etc.

Item		Rate	Cost
SCBA Units	1	\$232	\$232
Equipment Repair & Maint	1	\$317	\$317
SCBA Tanks	3	\$50	\$150

---

**5111003 Office Supplies** **\$ 257 \$ 257**

These are costs associated with office supplies - paper, pens, clips etc.

---

**5111005 General Supplies** **\$ 516 \$ 516**

These costs are for various supplies used in the daily operation of the Collection System and associated equipment. This would include nuts, bolts and other hardware, paints, brooms and cleaning supplies, herbicides, etc.

Item		Rate	Cost
General	12	\$43	\$516

---

**5121002 Liability Insurance** **\$ 44,770 \$ 56,221**

Liability insurance for SAM operations reduced based on 2015 actual expenditures plus avg anticipated 5% increase projected by insurance carrier, CSRMA for 2016.

---

**5132004 Water** **\$ 4,043 \$ 3,442**

These are potable water service costs. Potable water is used at the SAM plant and pump stations for domestic purposes, pump seal water, odor control street wash down and fire protection. Anticipated water use to increase due to increased capacity of new Vector flushing truck.

Item		Rate	Cost
Water for flushing	350	\$ 11.55	\$4,043

---

**5152001 Diesel** **\$ 5,600 \$ 6,000**

Diesel fuel costs drop due to price, volume anticipated to increase for new Vector.

Item		Rate	Cost
Diesel Fuel	1600	\$3.50	\$5,600

---

**5152002 Gasoline** **\$ 1,800 \$ 3,000**

Gasoline fuel costs for SAM's Collection System vehicles.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Gasoline	600	\$3.00	\$1,800

---

**5152003      Lubricants** **\$    250    \$    250**

Cost of equipment lubricants for SAM's Collection System vehicles and equipment.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Lubricants	12	\$ 20.83	\$250

---

**5162002      Maintenance** **\$    500    \$    500**

These are costs related to the SAM Collections System equipment maintenance. This includes parts and outside labor.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Various	12	\$ 41.66	\$500

---

**5182002      Vehicles** **\$  5,000    \$  7,500**

These are costs for accessories and for repairs to vehicles such as annual services, brakes, safety equipment and the like. We have reduced this account in anticipation that the new Vector will be a more reliable unit than the older flusher truck.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Maintenance / Repairs	2	\$ 2,500	\$5,000

---

**5184012      SAM Collection Equipment** **\$ 14,000    \$ 12,000**

Costs associated with routine repairs to and minor replacement of SAM collection equipment which includes hose replacement, camera equipment service and/or replacement, nozzles, etc. Push camera needed to inspect sewer mains for QA/QC of flushing work.

<u>Item</u>		<u>Rate</u>	<u>Cost</u>
Various	3	\$1,000	\$3,000
Push-Camera	1	\$11,000	\$11,000

---

**5202002      General Tools** **\$    756    \$    756**

Costs for tools other than Mechanic's tools.

<u>Item</u>	<u>No</u>	<u>Rate</u>	<u>Cost</u>
Various tools	12	\$63	\$756

---

**TOTAL COLLECTION EXPENDITURES:** **\$ 982,206**



## SEWER AUTHORITY MID-COASTSIDE

### Collection Percentage Allocation

Based off prior year Calendar Year Distribution

	<u>HMB</u>	<u>GCS D</u>	<u>MWSD</u>	
FY 2015-16 Rate	36.32%	27.42%	36.26%	(based off Calendar Year 2014 Hours)
FY 2014-15 Rate	34.91%	30.65%	34.43%	(based off Calendar Year 2013 Hours)
Percent Change	4.04%	-10.54%	5.29%	

Hour Distribution - Calendar Year 2014							
	HMB	GCS D	MWSD	Total	% HMB	% GCS D	% MWSD
<b>January 2014</b>	124.87	195.45	315.67	635.99	19.63%	30.73%	49.63%
<b>February 2014</b>	118.97	144.40	290.62	553.99	21.48%	26.07%	52.46%
<b>March 2014</b>	125.17	191.62	254.21	571.00	21.92%	33.56%	44.52%
<b>April 2014</b>	227.23	200.42	274.26	701.91	32.37%	28.55%	39.07%
<b>May 2014</b>	138.38	108.53	368.10	615.01	22.50%	17.65%	59.85%
<b>June 2014</b>	318.83	121.22	95.20	535.25	59.57%	22.65%	17.79%
<b>July 2014</b>	226.91	255.61	147.98	630.50	35.99%	40.54%	23.47%
<b>August 2014</b>	248.62	189.21	176.82	614.65	40.45%	30.78%	28.77%
<b>September 2014</b>	346.46	250.39	125.41	722.26	47.97%	34.67%	17.36%
<b>October 2014</b>	329.51	263.24	169.75	762.50	43.21%	34.52%	22.26%
<b>November 2014</b>	295.86	94.09	257.91	647.86	45.67%	14.52%	39.81%
<b>December 2014</b>	280.15	85.19	299.91	665.25	<u>42.11%</u>	<u>12.81%</u>	<u>45.08%</u>
<b>Totals</b>	2780.96	2099.37	2775.84	7656.17	36.32%	27.42%	36.26%

Hour Distribution - Calendar Year 2013							
	HMB	GCS D	MWSD	Total	% HMB	% GCS D	% MWSD
<b>January 2013</b>	106.51	314.60	287.84	708.95	15.02%	44.38%	40.60%
<b>February 2013</b>	92.89	201.98	261.63	556.50	16.69%	36.29%	47.01%
<b>March 2013</b>	120.42	194.06	316.02	630.50	19.10%	30.78%	50.12%
<b>April 2013</b>	94.67	185.40	403.93	684.00	13.84%	27.11%	59.05%
<b>May 2013</b>	113.48	204.74	383.29	701.51	16.18%	29.19%	54.64%
<b>June 2013</b>	279.08	191.59	147.08	617.75	45.18%	31.01%	23.81%
<b>July 2013</b>	275.27	281.58	130.14	686.99	40.07%	40.99%	18.94%
<b>August 2013</b>	291.82	211.27	145.91	649.00	44.96%	32.55%	22.48%
<b>September 2013</b>	245.94	248.90	167.66	662.50	37.12%	37.57%	25.31%
<b>October 2013</b>	344.63	206.20	172.67	723.50	47.63%	28.50%	23.87%
<b>November 2013</b>	319.30	119.46	176.24	615.00	51.92%	19.42%	28.66%
<b>December 2013</b>	457.32	46.98	111.20	615.50	<u>74.30%</u>	<u>7.63%</u>	<u>18.07%</u>
<b>Totals</b>	2741.33	2406.76	2703.61	7851.70	34.91%	30.65%	34.43%

## Agenda Item

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## AGENDA

### SEWER AUTHORITY MID-COASTSIDE Board of Directors

*Regular Meeting 7:00 PM, Monday, March 23, 2015*

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

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1. **ROLL CALL/PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT / ORAL COMMUNICATION**
3. **CONSENT AGENDA**
  - A. [Approve Minutes of February 23, 2015 Board Meeting.](#)
  - B. [Receive and File Manager's Monthly Reports for February 2015, including:](#)
    - a. [Monthly Flow Report.](#)
    - b. [Financial Statement.](#)
    - c. [Monthly NPDES Report.](#)
    - d. [Collection System Data.](#)
  - C. [Approve Disbursements for March 2015.](#)
4. **OLD BUSINESS**
  - A. [Update regarding SAM staffing: SAM Engineering and Construction Contracts Manager / SAM Collection Maintenance Worker Recruitments.](#)
5. **NEW BUSINESS**
  - A. [Authorize Manager to Engage Raider Paint Company to Perform Headworks Painting.](#)
  - B. [Ratify engagement of C.G. Uhlenberg LLP Certified Public Accountants and Consultants for Auditing Services for Fiscal Year Ending June 30, 2015.](#)
  - C. [Discussion and Possible Action – Memoranda Stating SAM Interests and Concerns Regarding the SAM Parcel and Disposition of the Kehoe Watercourse.](#)
  - D. [Approve FY 2014/15 Budget Documents for Submission for Member Agency Review.](#)
    - a. General Managers Budget Memoranda
    - b. General Operating Budget
    - c. General Collections Contract Budget
    - d. Capitalized Maintenance Budget - SAM IPS Reinforcement Phase 3
6. **[GENERAL MANAGER'S REPORT](#)**
  - A. Update on Current Activities.
7. **[ATTORNEY'S REPORT](#)**
8. **[DIRECTOR'S REPORTS](#)**



**9. PUBLIC COMMENT / ORAL COMMUNICATION**

**10. CLOSED SESSION**

- A. Public Employee Appointment – Government Code Section 54957(b)1  
Title: Interim General Manager

**11. ADJOURNMENT**

NEXT: Regularly Scheduled Board Meeting: 7:00 p.m., April 27, 2015  
SAM Admin Building

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**SEWER AUTHORITY MID-COASTSIDE BOARD MEETING  
NOTES & GUIDELINES**

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 District address, the address of which is set forth above.

Board meetings are accessible to people with disabilities. Upon request, this agenda will be made available in appropriate alternative formats to persons with a disability. Request for a disability-related modification or an accommodation in order to participate in the public meeting should be made to Susan Turbay at (650) 726-0124 2 (two) days in advance of the meeting.

# Sewer Authority Mid-Coastside MANAGER'S REPORT

**A Monthly Report to the Board**

**FEBRUARY 2015**

**Key Indicators of Performance**

NPDES Permit Violations:	0
Accidents, Injuries, etc:	None
Reportable Spills Cat 1:	0
Reportable Spills Cat 2:	0
Reportable Spills Cat 3:	0
Total Expenses (%of budget)	63.6%

**Flow Report (See Attachment A)**

Half Moon Bay	0.818	50.0%
Granada CSD	0.482	29.5%
Montara W&SD	<u>0.336</u>	<u>20.5%</u>
Total	1.636	100.0%

**Administration**

There was one February 23, 2015 Regular Board Meeting. No Recycled Water Committee Meetings were held in February 2015. There were no public records requests during February 2015.

**Media Coverage**

During the month of February, there were no media articles referencing Sewer Authority Mid-Coastside.

**Personnel**

In February 2015 there were no grievances filed and no meetings held with Local 39 representatives. There were no SAM employee anniversaries in the month of February 2015.

SAM continued in January with retainment of temporary assistant from a temp agency for records retention, assistance to the Admin Services Supervisor for various tasks and fill-in work during vacations, and other absences.

During the month of February 2015 the hire of Engineering and Construction Contract Manager continued in process with Bob Murray and Associates. Recruitment for a Collection Maintenance Worker I/II is in process. Final interviews for the Engineering position will occur on March 18<sup>th</sup>, 2015. Interviews for the Collections position will be held March 25<sup>th</sup> and 26<sup>th</sup>, 2015.

**Financial**

The Financial Statement for February 2015, reflects expenditures in the amount of \$290,030.81 (See Attachment B). February 2015 reflects 63.6% of the budget expensed at 66.7% of the fiscal year.

The February LAIF statement is attached to the February 2015 Financial Statements. The February 2015 LAIF statement reflects beginning and ending balances of \$2,375,234.25.

**OPERATIONS, COLLECTIONS, AND MAINTENANCE**

**Operation and Maintenance**

All systems ran well during the month of February 2015. On February 4<sup>th</sup> the crew responded

to a call out in Moss Beach that turned out to be a water main leak, due to the proximity of the repair work being done the Montara and Vallemar pump stations were temporarily turned off and the Walker tank was utilized to retain flow. This was done as a safety precaution only there was no damage to the IPS in the work zone. Once the work was complete all systems were returned to normal. On February 13<sup>th</sup> Marcia Liao from the State Water Resources Control Board came in for an inspection, we have not received her report as of this time but we should see something in the near future. NPDES Data for the month of February 2015 is included (Attachment C). There were no NPDES permit non-compliances during the month of February.

### **Collections**

In February 2015, the Collections Maintenance crew cleaned approximately 39,628 feet of sewer line. Additionally, Collections staff responded to 11 callouts, 1 was not sewer related, 10 were private. The latest collection system data report is attached (Attachment D). There were Zero (0) category 1, Zero (0) category 2 and Zero (0) category 3 SSOs during the month of February.

### **Trucked Waste**

In February 2015, eight (8) deliveries (approximately 7400 gallons) of trucked waste were discharged at the SAM plant. In January 2015, there were no Leachate deliveries. The trucked waste deliveries represent a total of \$740 in gross revenue.

### **Safety**

There were no work-related injuries in February 2015. There are no employees on SAM disability leave. There have been no work related accidents, injuries, or illnesses at SAM since March 10, 2011. Through February, 2015 the SAM Plant has worked 1451 days without a lost time accident.

Attachments: A - Monthly Flow Report  
B - Financial Statement  
C - Monthly NPDES Data  
D - Collection System Data

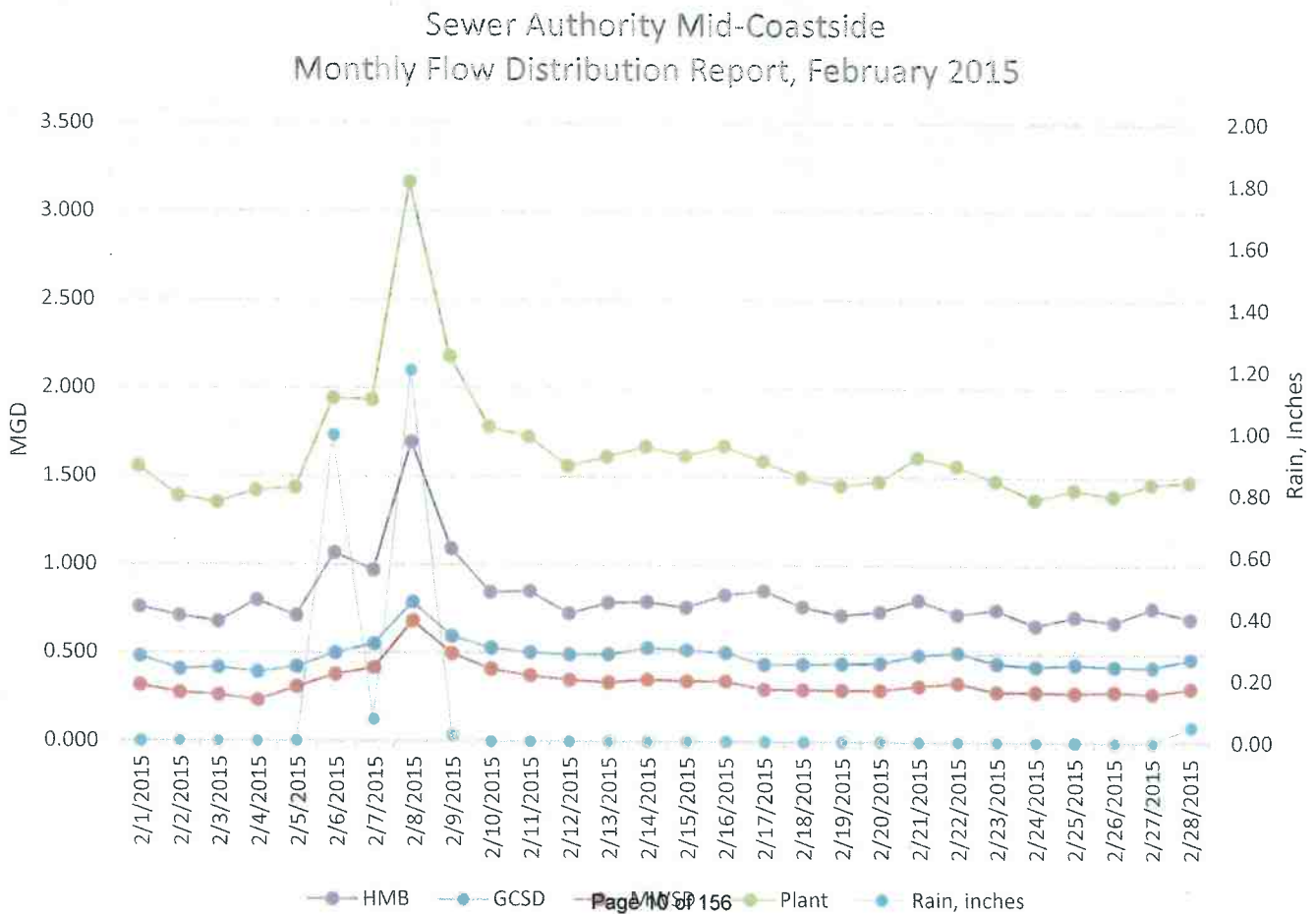
Flow Distribution Report Summary For February 2015

The daily flow report figures for the month of February 2015 have been converted to an Average Daily Flow (ADF) for each Member Agency. The results are attached for your review.

\*Influent flow is calculated using the mid-plant flow meter less process water and trucked in waste

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.818	50.0%
Granada Community Services District	0.482	29.5%
Montara Water and Sanitary District	<u>0.336</u>	<u>20.5%</u>
Total	1.636	100.0%



# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, February 2015

Attachment D

## February 2015

### 12 Month Rolling Total Sewer Cleaning Summary

	Total	HMB	Number		SAM
			GCSD	MWSD	
Roots	1	0	0	1	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>1</b>	<b>0</b>	<b>0%</b>	<b>100%</b>	<b>0%</b>

## 12 Month Moving Total

	Total	HMB	Number		SAM
			GCSD	MWSD	
Roots	5	0	2	3	0
Grease	3	3	0	0	0
Mechanical	5	2	0	1	2
Wet Weather	1	1	0	0	0
Other	3	2	0	1	0
<b>Total</b>	<b>17</b>	<b>8</b>	<b>47%</b>	<b>29%</b>	<b>12%</b>

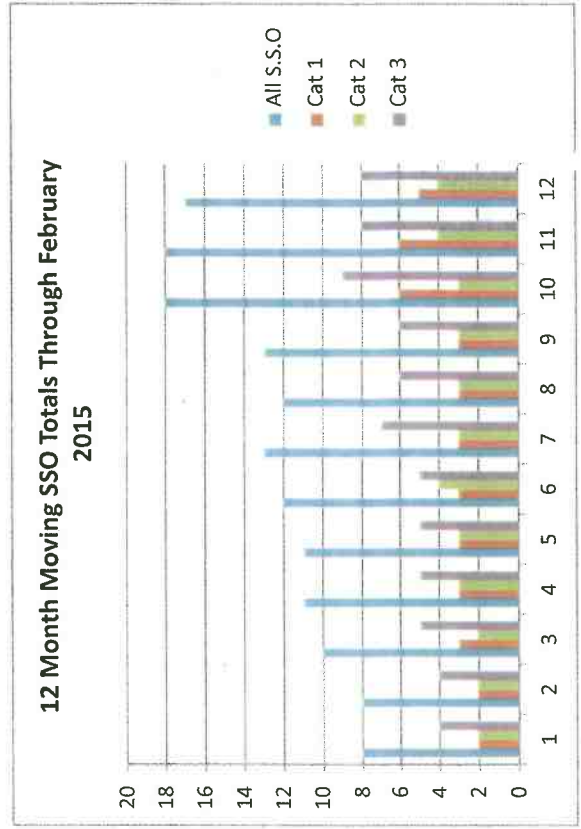
## Reportable SSOs

	Total	HMB	Number		SAM
			GCSD	MWSD	
February 2015	1	0	0	1	0
<b>12 Month Moving Total</b>	<b>17</b>	<b>8</b>	<b>2</b>	<b>5</b>	<b>2</b>

## SSOs / Year / 100 Miles

	Total	HMB	Number		SAM
			GCSD	MWSD	
February 2015	1.0	0.0	0.0	3.7	0.0
<b>12 Month Moving Total</b>	<b>16.3</b>	<b>21.6</b>	<b>6.0</b>	<b>18.5</b>	<b>27.4</b>
Category 1	4.8	5.4	0.0	3.7	27.4
Category 2	3.8	8.1	0.0	3.7	0.0
Category 3	7.7	8.1	6.0	11.1	0.0
<b>Miles of Sewers</b>	<b>104.5</b>	<b>37.0</b>	<b>33.2</b>	<b>27.0</b>	<b>7.3</b>
		<b>35.4%</b>	<b>31.8%</b>	<b>25.8%</b>	<b>7.0%</b>

Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Mar-14	7,559	20,183	15,861	43,603	8.3
Apr-14	4,369	16,414	22,703	43,486	8.2
May-14	5,278	26,336	36,299	67,913	12.9
Jun-14	24,683	11,422	0	36,105	6.8
Jul-14	24,195	23,571	898	48,664	9.2
Aug-14	29,987	18,644	0	48,631	9.2
Sep-14	18,330	24,438	1,545	44,313	8.4
Oct-14	36,513	2,217	379	39,109	7.4
Nov-14	24,566	1,319	3,334	29,219	5.5
Dec-14	35,635	2,604	0	38,239	7.2
Jan-15	7,981	18,083	22,222	48,286	9.1
Feb-15	4,134	14,324	21,170	39,628	7.5
<b>Annual ft</b>	<b>223,230</b>	<b>179,555</b>	<b>124,411</b>	<b>527,196</b>	
<b>Annual Mi.</b>	<b>42.3</b>	<b>34.0</b>	<b>23.6</b>		<b>99.8</b>



## Agenda Item

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## GRANADA COMMUNITY SERVICES DISTRICT

# **Minutes**

## **BOARD OF DIRECTORS**

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

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

Thursday, March 19, 2015

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

The Special Meeting of the Granada Community Services District Board of Directors was called to order at 6:40 p.m.

#### **ROLL CALL**

President Leonard Woren, Vice President Matthew Clark, Director Jim Blanchard, Director David Seaton, and Director Ric Lohman.

Staff: General Manager Chuck Duffy, Attorney Alison Norton, and District Administrator Delia Comito (7:30 pm meeting only).

#### **GENERAL PUBLIC PARTICIPATION**

None.

#### **ADJOURN TO CLOSED SESSION**

**1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).**

Negotiating parties: Coastside Fire Protection District and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on Obispo Road from Avenue Portola to Coronado (adjoining U.S. Post Office), El Granada, California, APN 047-261-030.

Under negotiation: Instructions to negotiator concerning price and terms of payment.

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

Granada Sanitary District v. County of San Mateo (RPI Big Wave et al.) - San Mateo Superior Court Case No. CIV505222.

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

Granada Sanitary District Appeal of Big Wave Project to California Coastal Commission – Coastal Commission Appeal No. A-2-SMC-11-021.

### **RECONVENE TO OPEN SESSION**

There was no reportable action taken in Closed Session.

### **ADJOURN SPECIAL MEETING**

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

The Regular Meeting of the Granada Community Services District Board of Directors was called to order at 7:33 p.m.

### **ROLL CALL**

All present.

### **GENERAL PUBLIC PARTICIPATION**

Resident Dale Ross presented information regarding uses for cut trees and handed out a leaflet called "Old Trees, New Trees."

[2015-03-19 Meeting Handout.pdf](#)

Director Lohman reported his concern about an Association of Bay Area Governments (ABAG) report presented at the 3/18/15 LAFCo meeting regarding the State's economy, population, and housing. He felt the report neglected to address the water shortage in relation to the State's housing development mandates. He encouraged citizens to write State legislators about the problem.

President Woren moved Item 16, Administrator's Report, Parks Survey Update to be heard before the Action Agenda.

#### **16. Administrator's Report - Parks Survey Update.**

The District Administrator reported receiving over 600 surveys to date and indicated that progress was being made to enter the survey data into a spreadsheet created specifically for a program provided by Pat Tierney, a District resident and Professor at San Francisco State University in the Parks and Recreation Department. Prof. Tierney will be assisting the District with interpreting the data collected.

### **ACTION AGENDA**

#### **1. Consideration of Approval of District's Financial Statements & Audit Report for the period ending on June 30, 2014.**

**ACTION:** Director Lohman moved to approve the Audit Report. (Lohman/Blanchard). Approved 5-0.

#### **2. Consideration of Amending District Mission Statement.**

After general discussion, the Board made several minor amendments to the District Mission Statement provided in the agenda.

**ACTION:** Director Clark moved to approve the District Mission Statement as amended. (Clark/Lohman). Approved 5-0.



**3. Consideration of Agreement for Logo Design & Style Guidelines with PDS West.**

Director Lohman requested that any new logo maintain a simple, clean design. Director Seaton suggested that district staff visit the website 99designs.com to solicit designs. The Board tabled this item to a future board meeting.

**4. Consideration of Designating District Representative to Attend Midcoast Community Council Meeting.**

It was decided that Director Woren will be tentatively designated as the District's representative for a park related topic to be on the next MCC meeting agenda.

**5. Consideration of Report by District's Sewer Authority Mid-Coastside Representatives.**

Directors Woren and Lohman reported on the SAM Budget meeting held, and announced that the General Manager had resigned for personal reasons, but will continue on staff until mid-April. The SAM Board is currently interviewing candidates for the new Engineering position, who may be qualified to serve as the Interim General Manager.

Director Woren requested that Item 6 be held for discussion.

**CONSENT AGENDA**

**7. Approval of February 2015 Warrants (Check No. 5749-5784).**

**8. Approval of March 2015 Warrants (Check No. 5785-5810)**

**9. Approval of January 2015 Financial Statements.**

**10. Approval of February 2015 Financial Statements.**

**11. Approval of Assessment District Distribution #7-14/15.**

**12. Approval of Assessment District Distribution #8-14/15.**

**ACTION:** Director Lohman moved to approve Items 7-12 of the Consent Agenda. (Lohman/Clark). Approved 5-0.

**6. Approval of January 15, 2015 Special & Regular Meeting Minutes.**

The minutes were amended to replace the word "Sanitary" with "Community Services", and to add Director Clark as an appointee to the ad-hoc committee with the Fire District.

**ACTION:** Director Clark moved to approve Item 6 of the Consent Agenda. (Clark/Blanchard). Approved 5-0.

**COMMITTEE REPORTS**

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

Director Lohman reported that LAFCo had recently approved their budget for the coming fiscal year.

**INFORMATION CALENDAR**

**14. Attorney's Report. (Wittwer)**

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

**16. Administrator's Report. (Comito)**

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

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 9:22 p.m.

SUBMITTED BY:

APPROVED BY:

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

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

Date Approved by Board: April 23, 2015

## Agenda Item

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**Granada Community Services District**  
**APRIL WARRANTS**  
For the 4/23/15 Board Meeting

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
5825	04/20/15	Alhambra & Sierra Springs	Ofc Supplies: Water Inv Dtd 03/26/15	6140 · Office Supplies	20.45
5826	04/20/15	AT&T	Utility: Naples Pump Stn 03/23/15-04/22/15	6170 · Utilities	76.03
5827	04/20/15	Bacchus Press	Parks Survey & Envelope Printing	6160 · Publications & Notices	7,340.58
5828	04/20/15	Comcast	Utility: Internet & Phone Svcs Apr 2015	6170 · Utilities	186.95
5829	04/20/15	DataQuick	Memberships: Apr 2014	6100 · Memberships	163.20
5830	04/20/15	Delia Olivas-Comito	Deposit to Petty Cash	1020 · Petty Cash	340.62
5831	04/20/15	Dudek	Prof Svcs: Gen Mgr 02/28/15-03/27/15	6151 · General Manager	5,761.91
5832	04/20/15	Half Moon Bay Review	Pub & Notices: 2015 CIP Bid Notice	6160 · Publications & Notices	1,020.00
5833	04/20/15	Hue & Cry, Inc	Utility: Naples Bch Alarm Apr 2014	6170 · Utilities	29.95
5834	04/20/15	Innes Business Solutions	Data Entry Svcs - Parks Survey	6220 · Miscellaneous	330.00
5835	04/20/15	KBA Docusys Inc	Copier Lease: Mar 2015 & Copy Chrgs	6020 · Copier lease	423.21
5836	04/20/15	Kennedy Jenks	Eng Svcs: 12/27/14-02/27/15 (Sum #111)	6070 · Engineering Services	5,270.00
5837	04/20/15	Kennedy Jenks	Eng Svcs: 02/27/15-03/27/15 (Sum #112)	6070 · Engineering Services	6,672.31
5838	04/20/15	Muscio Electric	Ofc Maint & Rprs: Line cord & Batteries	6130 · Office Maintenance & Repairs	130.40
5839	04/20/15	Pacifica Community TV	Video Taping: 03/19/15 Mtg	6180 · Video Taping	250.00
5840	04/20/15	Robin Tierney	Data Entry Svcs - Parks Survey	6220 · Miscellaneous	165.00
5841	04/20/15	Rodolfo Romero	Ofc Maint & Repairs: Mar 2015	6130 · Office Maintenance & Repairs	140.00
5842	04/20/15	Sammi Hawes	Data Entry Svcs - Parks Survey	6220 · Miscellaneous	300.00
5843	04/20/15	Sewer Authority Mid-Coastside	Adm/Trmt/Coll Asmts: May 2015	5012 · SAM	112,615.00
5844	04/20/15	Tawnee Vallar	Data Entry Svcs - Parks Survey	6220 · Miscellaneous	202.50
5845	04/20/15	Taylor O'Leary	Data Entry Svcs - Parks Survey	6220 · Miscellaneous	120.00
5846	04/20/15	Verizon Wireless	Utility: Cell Phone Apr 2015	6170 · Utilities	91.15
5847	04/20/15	Wells Fargo Busi Card - 8790	Trash Can, Keys, Software, Pizza, etc.	6140 · Office Supplies	1,353.90
5848	04/20/15	Wittwer & Parkin	Legal Svcs: Mar 2015	6090 · Legal Services	2,534.95
5849	04/20/15	Working Dirt Management, Inc	Ofc Lease: May 2015	6120 · Office Lease	4,000.00
<b>TOTAL:</b>					<b>149,538.11</b>

## Agenda Item

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# Granada Sanitary District

## Balance Sheet

As of March 31, 2015

Mar 31, 15

### ASSETS

#### Current Assets

##### Checking/Savings

1000 · Wells Fargo Checking - Gen Op	53,064.99
1010 · Wells Fargo Checking - Special	4,898.01
1020 · Petty Cash	234.38
1030 · Cash - LAIF	3,337,371.68

<b>Total Checking/Savings</b>	<b>3,395,569.06</b>
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##### Accounts Receivable

1100 · Accounts Receivable	1.00
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<b>Total Accounts Receivable</b>	<b>1.00</b>
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##### Other Current Assets

1200 · Interest Receivable	2,152.33
1500 · Due from AD	0.49

<b>Total Other Current Assets</b>	<b>2,152.82</b>
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<b>Total Current Assets</b>	<b>3,397,722.88</b>
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#### Fixed Assets

1600 · Land	876,534.00
1610 · Construction in Progress	800,813.00
1615 · Equipment	22,153.00
1620 · Collections System	9,719,765.00
1630 · Accumulated Depreciation	-5,141,943.00

<b>Total Fixed Assets</b>	<b>6,277,322.00</b>
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#### Other Assets

1700 · Advance to MWSD	1,085,094.00
1710 · Allowance - for Advance to MWSD	-1,085,094.00
1720 · Advance to AD - BRA	494,889.99
1730 · Advance to AD-NCA	1,263,893.05
1735 · Advance to AD - ARF	1,057,542.00
1740 · Security Deposit Office Lease	3,000.00
1750 · Investment in SAM	5,009,222.00
1755 · Deposit Mid-Coast Television	250.00

<b>Total Other Assets</b>	<b>7,828,797.04</b>
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<b>TOTAL ASSETS</b>	<b>17,503,841.92</b>
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### LIABILITIES & EQUITY

#### Liabilities

##### Current Liabilities

##### Accounts Payable

2000 · Accounts Payable	-104,146.98
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<b>Total Accounts Payable</b>	<b>-104,146.98</b>
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# Granada Sanitary District

## Balance Sheet

As of March 31, 2015

Mar 31, 15

<b>Other Current Liabilities</b>	
2010 · Deposits Held for Others	-25,899.95
2100 · Payroll Liabilities	0.01
2225 · Recology-Del Garbage	6,547.08
2310 · Relief Refund Advance	350.00
2320 · Plant Expansion Interest Payabl	-5,775.00
<b>Total Other Current Liabilities</b>	<u>-24,777.86</u>
<b>Total Current Liabilities</b>	-128,924.84
<b>Long Term Liabilities</b>	
2400 · 1996 Plant Exp Note Payable	<u>350,000.00</u>
<b>Total Long Term Liabilities</b>	<u>350,000.00</u>
<b>Total Liabilities</b>	221,075.16
<b>Equity</b>	
3000 · Net Assets	6,522,570.00
3005 · Contributed Capital	9,595,349.00
3010 · Prior Period Adjustment	2,032,448.00
3200 · Retained Earnings	-753,972.42
Net Income	-113,627.82
<b>Total Equity</b>	<u>17,282,766.76</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>17,503,841.92</u></u>

## Granada Sanitary District Profit & Loss Budget vs. Actual

March 2015

	<u>Mar 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '14 - Mar 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Ordinary Income/Expense						
Income						
4000 · Operating Revenue						
4010 · Property Tax Allocation	0.00	0.00	0.00	311,379.26	275,000.00	36,379.26
4020 · Sewer Service Charges	0.00	0.00	0.00	778,480.20	636,500.00	141,980.20
4030 · AD OH Reimbursement	0.00	2,950.00	-2,950.00	14,700.00	26,550.00	-11,850.00
4040 · Recology Franchise Fee	0.00	1,958.33	-1,958.33	17,125.27	17,625.01	-499.74
Total 4000 · Operating Revenue	<u>0.00</u>	<u>4,908.33</u>	<u>-4,908.33</u>	<u>1,121,684.73</u>	<u>955,675.01</u>	<u>166,009.72</u>
4100 · Non Operating Revenue						
4120 · Interest on Reserves	2,152.33	1,750.00	402.33	5,924.00	5,250.00	674.00
4130 · Connection Fees	4,700.00	1,175.00	3,525.00	30,550.00	10,575.00	19,975.00
4150 · Repayment of Adv to AD-NCA	0.00	11,250.00	-11,250.00	0.00	101,250.00	-101,250.00
4170 · ERAF Refund from Prior Yr	0.00			266,815.73	200,000.00	66,815.73
4180 · Misc Income	394.94	166.66	228.28	2,045.64	1,500.02	545.62
Total 4100 · Non Operating Revenue	<u>7,247.27</u>	<u>14,341.66</u>	<u>-7,094.39</u>	<u>305,335.37</u>	<u>318,575.02</u>	<u>-13,239.65</u>
Total Income	<u>7,247.27</u>	<u>19,249.99</u>	<u>-12,002.72</u>	<u>1,427,020.10</u>	<u>1,274,250.03</u>	<u>152,770.07</u>
Expense						
5000 · Operations						
5010 · SAM - General						
5011 · SAM - Administration	28,552.00	28,552.00	0.00	256,968.00	256,968.00	0.00
5012 · SAM - Treatment	53,794.00	53,794.00	0.00	484,146.00	484,146.00	0.00
5020 · SAM - Collections	21,922.00	21,921.75	0.25	197,298.00	197,295.75	2.25
5030 · Plant Shortfall Debt Service	0.00	47,200.00	-47,200.00	97,286.00	94,400.00	2,886.00
5050 · Mainline System Repairs	0.00			2,523.43		
5060 · Lateral Repairs	0.00	3,333.33	-3,333.33	50,735.00	30,000.01	20,734.99
5065 · CCTV	325.00	2,500.00	-2,175.00	925.00	22,500.00	-21,575.00
5070 · Pet Waste Station	362.97	125.00	237.97	772.93	1,125.00	-352.07
Total 5000 · Operations	<u>22,609.97</u>	<u>75,080.08</u>	<u>-52,470.11</u>	<u>349,540.36</u>	<u>345,320.76</u>	<u>4,219.60</u>
6000 · Administration						
6010 · Auditing	0.00	666.66	-666.66	6,336.00	6,000.02	335.98
6020 · Copier lease	0.00	583.33	-583.33	4,477.81	5,250.01	-772.20
6030 · County Tax Roll Charges	0.00	0.00	0.00	0.00	3,800.00	-3,800.00
6040 · Directors' Compensation	905.00	916.66	-11.66	6,870.74	8,250.02	-1,379.28
6050 · Education & Travel Reimb	0.00	166.66	-166.66	340.55	1,500.02	-1,159.47
6060 · Employee Compensation						
6061 · Employee Salaries	9,139.44	8,750.00	389.44	83,106.89	78,750.00	4,356.89
6062 · Medical Stipends	1,000.00	1,000.00	0.00	9,000.00	9,000.00	0.00
6063 · Employer Payroll Taxes	775.67	1,000.00	-224.33	7,046.17	9,000.00	-1,953.83



**Granada Sanitary District  
Profit & Loss Budget vs. Actual**

March 2015

	<u>Mar 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jul '14 - Mar 15</u>	<u>Budget</u>	<u>\$ Over Budget</u>
6064 · CALPERS Contribution	1,404.63	2,625.00	-1,220.37	25,069.89	23,625.00	1,444.89
6070 · Engineering Services (General)	1,763.75	1,666.66	97.09	14,022.63	15,000.02	-977.39
6080 · Insurance	236.50	1,000.00	-763.50	1,087.21	9,000.00	-7,912.79
6090 · Legal Services	0.00	5,000.00	-5,000.00	48,333.35	45,000.00	3,333.35
6100 · Memberships	163.20	833.33	-670.13	7,786.24	7,500.01	286.23
6110 · Newsletter	0.00	208.33	-208.33	0.00	1,875.01	-1,875.01
6120 · Office Lease	4,000.00	4,166.66	-166.66	35,826.55	37,500.02	-1,673.47
6130 · Office Maintenance & Repairs	755.40	166.66	588.74	2,309.47	1,500.02	809.45
6140 · Office Supplies	348.62	416.66	-68.04	6,543.08	3,750.02	2,793.06
6150 · Professional Services						
6151 · General Manager	0.00	5,416.66	-5,416.66	61,267.17	48,750.02	12,517.15
6152 · Accounting	0.00	166.66	-166.66	1,854.32	1,500.02	354.30
6150 · Professional Services - Other	0.00			1,330.00		
6160 · Publications & Notices	0.00	291.66	-291.66	12,814.80	2,625.02	10,189.78
6170 · Utilities	919.33	733.33	186.00	6,555.08	6,600.01	-44.93
6180 · Video Taping	0.00	250.00	-250.00	1,000.00	2,250.00	-1,250.00
6190 · Computers	0.00	83.33	-83.33	0.00	750.01	-750.01
6220 · Miscellaneous	0.00	583.33	-583.33	5,208.59	5,250.01	-41.42
6230 · Bank Service Charges	339.57			2,499.86		
Total 6000 · Administration	<u>9,431.37</u>	<u>17,733.26</u>	<u>-8,301.89</u>	<u>162,011.96</u>	<u>163,400.22</u>	<u>-1,388.26</u>
7000 · Capital Projects						
1314-2 · Sewer Main Replacement	3,506.25	28,333.33	-24,827.08	28,655.48	255,000.01	-226,344.53
1415-1 · SAM - Projects	8,347.00	13,041.66	-4,694.66	75,123.00	117,375.02	-42,252.02
1415-2 · Update SSMP	0.00	166.66	-166.66	0.00	1,500.02	-1,500.02
Total 7000 · Capital Projects	<u>11,853.25</u>	<u>41,541.65</u>	<u>-29,688.40</u>	<u>103,778.48</u>	<u>373,875.05</u>	<u>-270,096.57</u>
Total Expense	43,894.59	134,354.99	-90,460.40	615,330.80	882,596.03	-267,265.23
<b>Net Income</b>	<u><b>-36,647.32</b></u>	<u><b>-115,105.00</b></u>	<u><b>78,457.68</b></u>	<u><b>811,689.30</b></u>	<u><b>391,654.00</b></u>	<u><b>420,035.30</b></u>

## Agenda Item

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**DISTRIBUTION REQUEST NO.: #9-14/15**  
**BOND ADMINISTRATION FUND**  
**(Account Number: 94673305)**

**DISTRIBUTION TOTAL: \$2,588.00**

\$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:  
April 23, 2015

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Chuck Duffy, Finance Officer/Treasurer

## SCHEDULE "A"

DISTRIBUTION REQUEST NO.: #9-14/15

DATE: April 23, 2015  
DISTRIBUTE FROM ACCOUNT #: 94673305  
ACCOUNT NAME: Bond Administration Fund  
DISTRIBUTION AMOUNT: \$ 2,588.00

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

<b>Payee</b>	<b>Mailing Address</b>	<b>Services Provided</b>	<b>Amount</b>
Taussig & Assoc	5000 Birch St, #6000, Newport Bch, CA 92660	Admin Svcs - Feb 2015	\$ 138.00
GCSD	P.O. Box 335, El Granada, CA 94018	GCSD OH Reim - Mar 2015	\$ 2,450.00
<b>TOTAL:</b>			<b>\$ 2,588.00</b>

## Agenda Item

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**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.





**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**GRANADA COMMUNITY SERVICES DISTRICT**

**Administrator's Report**

Report Period: March 14, 2015 to April 17, 2015

To: Board of Directors

From: Delia Comito, District Administrator

Date: April 23, 2015

- **PUBLIC RECORDS REQUESTS** (General information requests are not included)

There were no requests for information this period.

- **APPLICATIONS RECEIVED** (Fiscal year-to-date)

There was one (1) permit application received this period:

Rec'd	Type	Owner or Agent	APN	Address	Sq. Ft.	Zone
08/14/14	1A	Coursen, Richard	047-122-110	147 Francisco St., EG	6,000	R-1/S-17
08/29/14	1A	Mann, Michael	048-121-050	400 Washington, HMB	5,000	R-1
10/16/14	1A	Coffield, Lyle	047-113-210	925 Ferdinand, EG	5,825	R-1/S-17
11/03/14	3	Stoloski & Gonzalez	048-133-010	Cabrillo Hwy.	2 AC	PD
01/20/15	1B	Irizarry, Jim	047-271-200	195 Ave Cabrillo, EG	10,625	R-3/S-3
02/06/15	Variance	Garrison, Michi	048-054-130	Miramar Dr., Miramar	4,600	R-1/S-17
02/23/15	1A	Narey, William	047-071-050	127 Madrona Ave, EG	5,000	R-1/S-17
03/23/15	1B	Cypress Dev. Group	047-206-230	Ave Portola @ Coronado	17,000	R-1/S-3

Note: Shaded rows were previously reported.

- **PERMITS ISSUED** (Fiscal year-to-date)

There were no sewer permits issued this period.

Permit No.	Type	Issue Date	Owner or Agent	APN	Address	Sq. Ft.	Zone
3136	1A	07/03/14	Power, Patrick	047-074-220	393 Ave Granada, EG	5,359	R-1/S-17
3137	1A	08/11/14	Kopiej, Krzysztof	047-181-890	345 San Pedro Rd, EG	6,198	R-1/S-17
3138	1A	09/02/14	Mann, Michael	048-121-050	400 Washington, HMB	5,000	R-1
3139	1A	01/09/15	Coursen, Richard	047-122-110	147 Francisco St, EG	6,000	R-1/S-17
3140	1A	01/16/15	Coffield, Lyle	047-113-210	925 Ferdinand, EG	5,825	R-1/S-17
3141	CL 3	01/23/15	Bakshi, Vikas	048-023-350	Cortez Ave, Miramar	N/A	R-1/S-94
3142	1A	01/23/15	Bakshi, Vikas	048-023-350	321 Cortez Ave, Miramar	8,800	R-1/S-94
3143	1A	03/04/15	Narey, William	047-071-050	127 Madrona Ave, EG	5,000	R-1/S-17

Note: Shaded rows were previously reported.

- **SEWER HOOK-UPS** (Fiscal year-to-date)

There were no sewer hook-ups this period.

Hook-up Date	Type	Permit No.	Issue Date	Owner	APN	Address
08/25/14	1A	3134	03/21/14	Boyle, James	048-024-480	415 Coronado Ave., Miramar
09/08/14	1A	3135	06/16/14	Stebbins, Bruce	047-222-410	822 Columbus, EG
09/24/14	2A	3131	02/21/14	Freeman, Craig	047-022-060/190	105 California, Princeton
11/06/14	2A	3130	01/30/14	Goldberg, Stan	047-021-100	102 California, Princeton
11/21/14	1A	3137	08/11/14	Kopiej, Krzysztof	047-181-890	345 San Pedro Rd, EG

- **SEWER HOOK-UPS (Continued)** (Fiscal year-to-date)

Hook-up Date	Type	Permit No.	Issue Date	Owner	APN	Address
01/20/15	1A	3136	07/03/14	Power, Patrick	047-074-220	393 Ave Granada, EG
01/26/15	1A	3139	01/09/15	Coursen, Richard	047-122-110	147 Francisco St, EG

Note: Shaded rows were previously reported.

- **REPAIRS** (Fiscal year-to-date)

There were no repairs this period.

Repair Date	Type	Problem	Location or Address	Cause	Amount
07/03/14	Lateral	Clean-out overflowed	241 The Alameda, EG	Roots/offset	\$5,100
09/09/14	Lateral	Clean-out overflowed	137 Ave Granada, EG	Roots/offset	\$5,100
09/25/14	Lateral	Back up	509 Alto, Miramar	Roots/offset	\$6,700
09/26/14	Lateral	Clean-out overflowed	659 Isabella, EG	Bad offsets	\$7,209
10/07/14	Lateral	Clean-out overflowed	750 Palma, EG	Offsets	\$6,700
10/30/14	Lateral	Back up in house	545 Palma, EG	Failed Connection	\$3,800
03/06/15	Lateral	Back up	523 Valencia, EG	Flat Line	\$10,109
03/09/15	Lateral	Back up in clean-out	520 Coronado, EG	Failed Connection	\$4,509

Note: Shaded rows were previously reported.



17 April 2015

## **Memorandum**

To: Granada Community Services District  
From: John H. Rayner, District Engineer  
Subject: Engineer's Report for April 2015

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### **Capital Improvement Project (2014/2015 CIP)**

The 2014/2015 CIP project was advertised for construction bids on March 13<sup>th</sup>. A pre-bid meeting was held on April 9<sup>th</sup> and construction bids are due at 2 pm on May 5<sup>th</sup>. We will review the bids and expect to have a recommendation for award to the Board for consideration its May meeting. Construction is expected to begin in June and last up to 6 months.

### **Maverick Apartments**

We have review and approved the construction plans of the sewer connection for this proposed 12 unit apartment.

### **195 Avenue Cabrillo**

We have review and approved the construction plans of the sewer connection for this proposed 9 unit condominium.

### **Stoloski Property (Class 3 Permit)**

Application information and drawings have been received and reviewed. Our review comments were provided to the developer on March 30<sup>th</sup>. We are awaiting revised plans from the developer addressing our comments.