



## GRANADA COMMUNITY SERVICES DISTRICT

# **AGENDA**

## **BOARD OF DIRECTORS**

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

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

Thursday, January 20, 2022

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

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

### [Join Zoom Meeting](#)

Phone one-tap: US: [+16699006833](tel:+16699006833), [98736826093#](tel:+19292056099) or [+19292056099](tel:+19292056099), [98736826093#](tel:+19292056099)

Meeting URL: <https://dudek.zoom.us/j/98736826093>

### **Join by Telephone**

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

Meeting ID: 987 3682 6093

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

#### **ROLL CALL**

Directors:	President:	Barbara Dye
	Vice-President	Nancy Marsh
	Director:	Matthew Clark
	Director:	Eric Suchomel
	Director:	David Seaton
Staff:	General Manager:	Chuck Duffy
	Assistant Manager:	Delia Comito
	Legal Counsel:	Bill Parkin

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

### **GENERAL PUBLIC PARTICIPATION**

Public members may comment on matters under the jurisdiction of the District that are not on the agenda. Comments are limited to 3 minutes.

### **SPECIAL MEETING AGENDA**

- 1. Approve a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Granada Community Services District for a Period of 30 Days Pursuant to the Brown Act.**

Recommendation: To be made by the Board.

### **ADJOURN TO CLOSED SESSION**

- 2. Conference with Real Property Negotiator (Government Code Section 54956.8). Property: Avenue Alhambra (no street address), El Granada, California, APN 047-251-070.**  
District's Negotiator: Chuck Duffy  
Negotiating parties: Laura Silvestri Trust and Granada Community Services District  
Under negotiation: Instruction to negotiator will concern price and terms of payment.
- 3. Conference with Legal Counsel – Existing Litigation (Government Code Section §54956.9(d)(1)).**  
City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County Superior Court Case No. 17CV316927.

### **RECONVENE TO OPEN SESSION**

Report any reportable action taken in Closed Session.

### **ADJOURN SPECIAL MEETING**

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

### **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

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

### **REGULAR MEETING AGENDA**

- 1. Appoint Members to the Parks Advisory Committee for Two-year Term.**

Recommendation: To be made by the Board.

- 2. Establish Board Committees and Appoint Members.**  
Recommendation: To be made by the Board.
- 3. Report on Parks and Recreation Activities.**
  - a. Update on Junior Land Stewards Program**
  - b. Consideration of Disc Golf Funding**
  - c. History of El Granada**
  - d. Update on RFP for Architects for Proposed Community Center**  
Recommendation: To be made by the Board.
- 4. Consideration of Terminating the Permit Agreement with San Mateo County for the Medians and Plazas in El Granada.**  
Recommendation: To be made by the Board.
- 5. Consideration of Burnham Strip Property Use Request from Flynn Creek Circus.**  
Recommendation: To be made by the Board.
- 6. Report on Sewer Authority Mid-Coastside Meetings.**  
Recommendation: For board information.

#### **CONSENT AGENDA**

- 7. December 16, 2021 Special and Regular Meeting Minutes.**
- 8. January 2021 Warrants.**
- 9. November 2021 Financial Statements.**
- 10. Assessment District Distribution #6-21/22.**

#### **COMMITTEE REPORTS**

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

#### **INFORMATION CALENDAR**

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

#### **ADJOURN REGULAR MEETING**

At the conclusion of the December 16, 2021 Meeting:

Last Ordinance adopted: No. 175

Last Resolution adopted: No. 2021-009

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

# GRANADA COMMUNITY SERVICES DISTRICT

## RESOLUTION NO. 2022-01

### **RESOLUTION PROCLAIMING A LOCAL EMERGENCY PERSISTS, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY ISSUED ON MARCH 4, 2020, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE GRANADA COMMUNITY SERVICES DISTRICT FOR THE PERIOD OF 30 DAYS PURSUANT TO THE BROWN ACT**

**WHEREAS**, the Granada Community Services District is committed to preserving and nurturing public access and participation in meetings of the Board of Directors; and

**WHEREAS**, all meetings of the Granada Community Services District's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the District's legislative bodies conduct their business; and

**WHEREAS**, the Brown Act, Government Code section 54953(e), makes provision for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

**WHEREAS**, a required condition is that a state of emergency is declared by the Governor pursuant to Government Code section 8625, proclaiming the existence of conditions of disaster or of extreme peril to the safety of persons and property within the state caused by conditions as described in Government Code section 8558; and

**WHEREAS**, a proclamation is made when there is an actual incident, threat of disaster, or extreme peril to the safety of persons and property within the jurisdictions that are within the District's boundaries, caused by natural, technological or human-caused disasters; and

**WHEREAS**, it is further required that state or local officials have imposed or recommended measures to promote social distancing, or, the legislative body meeting in person would present imminent risks to the health and safety of attendees; and

**WHEREAS**, such conditions now exist in the District, specifically, on March 4, 2020, the Governor of the State of California issued a Proclamation of a State of Emergency due to the outbreak of respiratory illness caused by the novel coronavirus (a disease known as COVID-19) and its variants which have caused the number of persons requiring medical care to exceed locally available resources for treatment; and

**WHEREAS**, the ongoing COVID-19 pandemic presents a continued risk to the health and safety posed by large indoor in-person public gatherings due to the COVID-19 virus' airborne transmittal; and

**WHEREAS**, the Board of Directors does hereby find that the continued illnesses, hospitalizations, and fatalities the COVID-19 and the COVID-19 delta variant have caused, and will continue to cause, conditions of peril to the safety of persons within the District that are likely to be beyond the control of services, personnel, equipment, and facilities of the District, and desires to affirm a local emergency exists and re-ratify the proclamation of state of emergency by the Governor of the State of California; and

**WHEREAS**, as a consequence of the local emergency, the Board of Directors does hereby find that the legislative bodies of the Granada Community Services District shall conduct their meetings without compliance with paragraph (3) of subdivision (b) of Government Code section 54953, as authorized by subdivision (e) of section 54953, and that such legislative bodies shall comply with the requirements to provide the public with access to the meetings as prescribed in paragraph (2) of subdivision (e) of section 54953; and

**WHEREAS**, the Granada Community Service District Board of Directors will continue to provide access to both special and regular meetings through Zoom or by teleconference. The Zoom phone number and meeting URL, and the meeting teleconference number shall be published on the agenda for every remote meeting.

**NOW, THEREFORE BE IT RESOLVED:**

Section 1. Recitals. The Recitals set forth above are true and correct and are incorporated into this Resolution by this reference.

Section 2. Proclamation of Local Emergency. The Board hereby proclaims that a local emergency now exists throughout the District, and the ongoing COVID-19 pandemic presents a continued risk to the health and safety posed by indoor in-person public gatherings due to the COVID-19 virus' airborne transmittal.

Section 3. Ratification of Governor's Proclamation of a State of Emergency. The Board hereby ratifies the Governor of the State of California's Proclamation of State of Emergency, effective as of its issuance date of March 4, 2020.

Section 4. Remote Teleconference Meetings. The President and legislative bodies of the Granada Community Services District are hereby authorized and directed to take all actions necessary to carry out the intent and purpose of this Resolution including, conducting open and public meetings in accordance with Government Code section 54953(e) and other applicable provisions of the Brown Act.

Section 5. Effective Date of Resolution. This Resolution shall take effect immediately

upon its adoption and shall be effective until the earlier of (i) February 19, 2022, or such time as the Board of Directors adopts a subsequent resolution in accordance with Government Code section 54953(e)(3) to extend the time during which the legislative bodies of Granada Community Services District may continue to teleconference without compliance with paragraph (3) of subdivision (b) of section 54953.

Section 6. Authorization of Remote Meetings. With this general resolution, the Board of Directors of the Granada Community Services District hereby authorizes remote meetings held and accessible through Zoom and a meeting teleconference number in accordance with Government Code section 54953 and other applicable provisions of the Brown Act.

The above and foregoing Resolution was regularly introduced and thereafter adopted and passed and adopted at the special meeting of the Board of Directors of the Granada Community Services District held on January 20, 2022, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

Approved:

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Barbara Dye, President

Countersigned:

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Delia Comito, District Secretary



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for Closed Session.



**ITEM #1**



GRANADA COMMUNITY SERVICES DISTRICT

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## AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, Assistant General Manager  
Subject: Parks Advisory Committee (PAC) Appointments  
Date: January 20, 2022

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Pursuant to the PAC General Rules of Procedure, at the beginning of even-numbered calendar years, the Board shall appoint seven members and two alternates to serve two-year terms on the Committee. Members may apply for re-appointment at the end of their term. Service is voluntary and members receive no compensation.

There are six PAC incumbent members; Ric Barker, Susannah Cantrell, Lyle Coffield, Michelle Dragony, Fran Pollard, and Pat Tierney, plus newly appointed member Ethan Rayner, and alternates Megan Ganaway and Thomas De Meo. All six incumbent members have requested re-appointment.

The requested action for this Item is Board approval to appoint the seven members and two alternate members listed above to the Parks Advisory Committee for a two-year term.



**ITEM #2**



GRANADA COMMUNITY SERVICES DISTRICT

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# AGENDA MEMORANDUM

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To: Board of Directors  
From: Delia Comito, Assistant General Manager  
Subject: Establish Board Committees and Appoint Members  
Date: January 20, 2022

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This Item is at the request of President Dye.

The Board currently has no standing committees. Standing committees are subject to the Brown Act. There is one active ad-hoc committee, Directors Dye and Marsh, to prepare a RFQ for the proposed community center on the Picasso Pre-school property. Ad-hoc committees are not subject to the Brown Act.





**ITEM #3**



# The History of the Burnham Strip



*Grinder discovered in the Half Moon Bay area, on display at the HMB History Association Jail Museum, HMB*

**A Sliver of Open Space on the Coast** – The area we call the Burnham Strip is on the landward side of Highway One, across from the Harbor and Surfers’ Beach. It runs from Coronado Drive, along Obispo Road and Avenue Alhambra, to Capistrano Road.

**In the Beginning** - This story begins a very long time ago, about 100 million years. The oldest rock in this area, the Montara Mountain granite, was formed near the Mojave area in southern California, and carried north along a series of parallel faults. The infamous San Andreas fault extends along the Crystal Springs reservoir, while the San Gregorio/Seal Cove fault passes offshore and then through Pillar Point marsh.

The Montara Mountain Granite originally cooled from a magma chamber, and is made up of quartz and feldspar, with some metallic minerals. The quartz in this rock supplies the material for the area’s white sand beaches. Because it is very solid and homogeneous, it does not shake as much as rocks with layers or sediments and provides a relatively strong base for homes in earthquakes.

While the coast was moving northward, ocean levels were rising and falling, depositing marine sediments on top of the granitic rocks. These are shales, mudstones, conglomerates, and sandstones, some with many marine fossils – bones of marine mammals, shells, and more. The visible deposits on the area we call the Strip are relatively recent and were left by those moving shorelines. Covering the surface are alluvial fan deposits thousands of years old, including loams with high water-holding capacities that cause surface cracks during extended dry periods.

**Humans Arrive on the Scene** - People most likely came to California at least 12,000 years ago (there is older evidence but it is much disputed). The ancient shoreline was then miles farther west so evidence of longer habitation is mostly lost. Archaeological evidence indicates ancestral Ohlone arrived in the San Francisco Bay region—depending on location—somewhere around 1500 years ago, displacing earlier populations. The El Granada area was occupied by Indians for many centuries prior to the European arrival. They lived generally along perennial and seasonal streams and along the ocean coast.



*The Strip today*

The best current evidence indicates that this area was held by the Chiguan tribelet, who had several villages in the area. One was located at Pilarcitos Creek, another near Pillar Point, and a third was probably in Montara. None are known in or adjacent to the Burnham Strip, but inhabitants of the area undoubtedly traveled along the coast and most likely-made use of it there for hunting, fishing, or just to enjoy the view of what is now called Pillar Point. Like other native Californians, the Ohlones managed their environment to improve it for their use. They burned grass and brush lands annually to improve forage for deer and rabbits, keep the land open and safer from predators and their neighbors, and improve productivity of the many resources they used.

**The arrival of Europeans** – The Spanish Portola expedition marched through this area on October 30<sup>th</sup>, 1769. The diaries of Father Juan Crespi noted, “About nine o’clock in the morning we set out ... along the shore, carrying firewood from the creek here [Pilarcitos Creek], where there is a little, as the scouts reported they had seen no wood where they explored. Close to the shore ran tablelands and flat-lying hills of very good soil and grass, though the latter all burnt, for the natives burn off everything in order for a better yield in the grass-seeds they eat. On going about a league, we came to the point [Pillar Point] ... which makes a good [bay] here. It would be a fine place for a town, but there is not a stick of wood anywhere about.” The early Spanish explorers did not mention encountering natives between Pilarcitos Creek and Pacifica.

Later European arrivals labeled these people "Costanoans," from the Spanish "costanos" or coast-dwellers. The Native Americans who controlled the San Francisco and Monterey Bay regions (including the MidCoast) at the 1769 Spanish invasion are now most commonly called "Ohlone," a name derived from a coastal village between Santa Cruz and Half Moon Bay. Some Indian descendants still prefer “Costanoan,” while others prefer Ohlone or identify with more specific tribelet names.

**Corral de Tierra** - After the Mission in San Francisco was established in 1776 and continuing through 1833 when their last roundup was held, the Mission Dolores ran cattle on this coastal area. They called it “Corral de Tierra,” or the earth corral, because the mountains hemmed in the herds and kept them in one general location. In 1839 the Mexican Governor granted all the land from Medio Creek to Montara Mountain to Francisco Guerrero-Palomares, a Mexican soldier who had served in the army. He lived in San Francisco, but built an adobe home (now gone) on Denniston Creek, where the brussels sprouts fields now lie. In 1851, in a shocking event, he was murdered in the city because of a land dispute, and the land passed to his widow.



*Eucalyptus trees were planted in the 1880s along Gum Tree Lane (which no longer exists) from the coast inland to the end of what is now Cabrillo Avenue.*

James Denniston, an American who had been a soldier and gold prospector, married Josefina Guerrero-Palomares and became the owner of the land grant she had inherited. He began farming the coastal areas, with grain, potatoes, vegetables, and dairy, but had difficulty getting his produce to market in the city. When Denniston died in 1869, his land was divided between his widow and her two sons by her first husband. She retained the area that is now El Granada, but over the next few decades the land was divided into smaller parcels and sold. The farmers who bought them planted eucalyptus trees as windbreaks and to provide a landscape with tall trees that looked more like their home countries.

Enthusiasm for tree planting grew throughout the 1870s, with the establishment of nurseries and the government providing financial incentives to add trees. Eucalyptus trees from Australia were touted for their speed of growth and their ability to absorb water (thus reducing swamps and the dangers of malaria) and were thought to be a good source of masts for ships and timber for building construction.

**Train Time** - The Ocean Shore Railroad was incorporated in 1905 to develop a railroad line between San Francisco and Santa Cruz. The San Francisco earthquake of 1906 destroyed a great deal of the work that had been done, but construction continued. On




*The first train arrived in 1908.*

June 21, 1908, the first train arrived in what is now El Granada. The line went from the Granada North station at the corner of Capistrano and Alhambra (still standing, but converted to a restaurant and apartment), along the east side of Avenue Alhambra and Obispo Road, between the old fire station and the hardware store, west of the post office, and to the Granada South station where the elementary school is now. The plan was to prosper by selling land to develop new communities, transporting timber and produce back to the city, and bringing visitors and new residents to the Coastside, along with the materials needed to build homes.

The grandest of the towns the Railroad planned along the route was Balboa (now El Granada). They bought five parcels for \$60,000, acquiring 1,271 acres. They wanted the best for Balboa, so they hired Daniel Burnham to provide the design.

**“El Granada, A Synonym for Paradise!”** - Daniel Burnham was the most famous landscape architect in the western world at the turn of the 20<sup>th</sup> century, having designed the Chicago World Columbia Exposition in 1893. He was the leader, along with Frederick Law Olmstead, of the “City Beautiful Movement,” which recognized the physical and aesthetic limitations of rapidly growing and unplanned cities. The movement advocated for well-planned cities, with services, parks, and attractive boulevards, and was very influential.

**Daniel Burnham and The City Beautiful Movement**



- Daniel Burnham
- The 1893 Chicago Exposition
- The S.F. Plan (1905)
- The Chicago Plan (1909)
- Burnham the Propogandist

*From: Early Urban Planning: 1870 - 1940 Richard LeGates Urban Studies Program, SFSU*

Burnham hired young English architect Edward Bennett to help with the project. It was Bennett who visited the site and provided the maps, photographs and models Burnham studied in his Chicago office. They submitted a plan in October 1906 for the oceanfront area and the layout

of the streets. The Railroad Company president said “in the years to come, Granada will rank with the most beautiful cities in the world.” Historian Barbara VanderWerf, the author of “Granada, a Synonym for Paradise,” said that the fact that El Granada “is the only Daniel H. Burnham town built in the United States” is enough to make it “a national treasure.”

The plan for coastal development called for train stations with a casino in between (not for gambling, but a place of entertainment, with a theater and a ballroom), two piers, and walkways. Above this were terraces with public parks, more-or-less where a park is being proposed now. Burnham recommended planting trees, but not the eucalyptus the railroad company installed in huge numbers. He favored moderate growth trees along the streets such as acacias, aruacarias, pepper, locust and palms.



*Visitors arriving at the Granada station, showing bare dirt.*

There were more than 47 tracts along the railroad line offering lots in new communities. Customers could take a free train ride, followed by a complimentary luncheon and a real estate presentation. In this area construction began on streets with curbs and gutters (still visible in some places), sewer and water lines, and sidewalks. By 1909, the town had been renamed Granada, called a “Synonym for Paradise” in the real estate materials, which urged people to “shake off the tedious grind of the daily commonplace – be happy next Sunday at Granada.”

Although the plan had been to call the new community Granada, in about 1909 the postmaster (who was also the owner of a hotel he had named Hotel El Granada)

recorded the name as El Granada, even though the word “granada,” meaning pomegranate, is feminine and the city in Spain is just Granada. Through the years there have been discussions about renaming the town, but El Granada it remains to this day.

Photographs of opening day and arriving visitors in 1908 show compacted soil along the train tracks, with very little vegetation. By 1910, the streets of the surrounding town had been laid out, but photographs show just coastal plains and hills, with no significant vegetation. A temporary train station was built which was later moved to the top of Avenue Portola to be used as a clubhouse. It is still there as a private home.

A large open space was created on both sides of the median in Avenue Portola and on the land near the ocean. It was known as Plaza Alhambra, and was the spot where visitors arrived, although the railroad company never built the magnificent new depot it had been promising. The Granada bathhouse, a precursor to the planned casino, was built on the beach west of Avenue Portola below low bluffs. It was reached by walking across a grassy meadow. The new attraction had rooms for gatherings and for changing into bathing attire, and in 1910 three hundred people attended its grand opening.

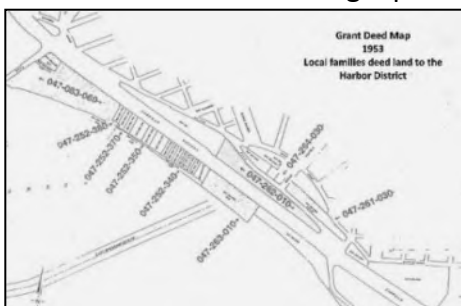
Although the plan was for the railroad to be the major way people moved along the Coastside, its irregular schedule and slow speed time led travelers and farmers to continue to use the inadequate road alongside the railway line. In 1913 the County decided to build a new road along the Coastside generally on the route of the old road, with a section built where Obispo Road runs today.

**Farming Replaces the Railroad** - As time went on, interest in Coastside real estate diminished and the automobile became the primary method of transportation along the coast. As a result, the railroad’s financial situation worsened considerably; their investments in infrastructure had been expensive, and sales were not covering their costs. In 1920, the California Railroad Commission approved abandonment of the line. By the end of 1921 most of the tracks were dismantled and sold. The Ocean Shore Railroad Company also sold off many of its remaining lots, including tracts of coastal land to local farmers Giovanni Patroni and Dante Dianda. They planted the area with crops, especially the artichokes for which the area had become famous. The bathhouse was used for storage, and eventually washed into the ocean.



*A photograph from the 1920s showing Dianda, Benedetti and others standing on or near the strip, with artichokes around them and the Bathhouse behind them.*

During the decades after 1920, there was little activity in El Granada. The development to the west and north, Princeton-by-the-Sea, was more successful than El Granada. There were numerous hotels and restaurants, and a small port and piers for shipping goods and produce to and from San Francisco. During Prohibition, the coastal restaurants were lively places, as the coast provided suitable locations to bring liquor in by sea and they were out-of-the-way enough to avoid



observation. The deep canyons provided spots for illegal distilleries in the hills. In El Granada individual lots were developed for single-family homes, but there was little commercial development for the next few decades. The Hotel El Granada welcomed visitors, and there was one store. An aerial photo from 1928 shows large trees between Plaza Alhambra to

the east and the Strip property, and another from 1931 shows the strip as cultivated, probably with artichokes.

In 1933 the San Mateo County Harbor District was formed by the County Board of Supervisors, but the Depression stopped any plans for building a protected harbor. In 1953, three women from the Dianda family - Sylvia Dianda, Agnes Tolomei, and Rose Schmidt – transferred three parcels to the Harbor District, reportedly for free. The parcels were the strip, the lot on the northwest corner of Obispo and Portola, and the long lot starting next to the post office and continuing to where the new fire station sits.



*An aerial view of the harbor in 1943, showing farming in the area of the strip. See the aerial photos through time in the appendix.*

**Changes on the Coastside** - On April 1, 1946, a tidal wave swept through Princeton leaving boats stranded. It led to an increased interest in adding a breakwater to the harbor. Erosion continued on the bluffs, and in 1948 the Army Corps of Engineers authorized two breakwaters. A new alignment of Highway One was built in 1949 and 1950 inland of its original location. That project also reconfigured the streets around the Strip, moving Obispo so it connected to Coronado rather than crossing the Strip.

In 1958 the County formed three sanitary districts. Granada Sanitary District (GSD) was formed to provide sewer services for the El Granada area. When Half Moon Bay incorporated in 1959 it included parts of Miramar and all the beachfront property in front of the Strip, although those areas remained in the sewer district.

In 1961, the Harbor District was granted the land where the harbor is now; the breakwaters were built in 1959-1961 along with other harbor facilities.

By the early 1960s, the Henry Doelger Corporation owned approximately 8,000 acres just north of El Granada, and began planning for tens of thousands of homes in the area. Only one tract was built by Doelger (now called Clipper Ridge), but then his land was sold to the Westinghouse Corporation, which wanted to develop a city of 200,000 people along the Coastside, so the threat remained.

Inspired by activists from every corner of the state and supported by concerned residents who wanted the California Coast protected, Proposition 20, the “Save the Coast” initiative was passed in 1972, creating the California Coastal Commission. The 1976 Coastal Act made it permanent and set up processes to review all proposed development on the coast and issue permits for appropriate projects.

In 1976 as a result of the Clean Water Act, the federal government required the three coastal sewer agencies to collaborate on one treatment plant. The Sewer Authority Mid-Coastside (SAM) was formed as a Joint Powers Agreement (JPA) between the Granada Sanitary District, the Montara Sanitary District, and the City of Half Moon Bay. The JPA created SAM to build and operate a commonly owned wastewater treatment plant located in Half Moon Bay to benefit all three agencies. Most of the funding was provided by the Federal government. The following year, under pressure from concerned citizens, the Granada Sanitary District moved to halt County planners from



*Map from the 1978 Community Plan, showing the strip as “Parks, Beaches and Recreation Corridors.”*

unilaterally changing regulations to allow sanitary services outside designated urban zones. This forced development to stay within the subdivided urban boundaries of El Granada, rather than in the open spaces.

**The Community Joins Together to Preserve the Quality of Life** - Although dates don't tell the whole story, the list of plans that were passed at the end of the last Century is a critical part of the history of land preservation in the mid-Coast. Starting in 1972 with the San Mateo County Planning Committee, area residents worked with the County to create the Montara-Moss Beach-El Granada Community Plan, approved in 1978. One of its goals was to "provide park facilities for use by local residents in each community and establish a system for financing them." Many more proposals and plans were developed, including a Local Coastal Program in 1980 that showed the strip as "General Open Space."

Throughout the next two decades, the community continued to advocate for preservation of the Strip. However they could not stop the County from allowing one property owner on the Strip to build a warehouse for a plant nursery (which became Picasso Preschool) and construction of a private home. Alarmed by these development, multiple organizations began working toward the goal of preserving land in El Granada. This included Midcoast Park Lands (MPL), started by Fran & Larry Pollard to preserve Quarry Park, but which also advocated for preservation of the strip. That group successfully lobbied the County to place an initiative on the ballot to create a Community Services District. The measure passed, but the accompanying tax to support it did not, so both measures failed.



About the same time, the Burnham Strip Committee (BSC), led by Leni Schultz, was working "to acquire and preserve the entire Burnham Strip as parkland/open space for the Community." It continued pushing for a Community Services District in El Granada. A group called Park Alternatives for Granada (PAG) became active in 2003, and a Midcoast Park and Recreation Task Force involving the County recommended developing the strip with informal turf areas, a rest room, and miscellaneous improvements, estimating that it would cost \$850,000. However, the Harbor District (which still owned it) continued to propose various schemes, including building a fire station and residential housing.

A third group, Citizens for the Preservation of El Granada (CPEG), led by Leonard Woren, was successful at defeating a proposal to construct a large view-blocking project with a hotel, restaurant, retail space, and an RV lot across Highway 1 from the Strip. In 1996 and 2000, residents acting through CPEG derailed more development proposals, including a plan to commercially develop the Strip with a three-story building at the foot of Avenue Portola.

In 2006 there was a big victory, as the Board of Supervisors voted to rezone the Strip as the "El Granda Gateway" to preclude additional residential development.

In 2007 the Midcoast Parks Action Plan, in a comment that predicted the struggles that would continue over the next decade plus, stated "There is significant community interest in the community use of the Burnham Strip to provide a view shed to the oceans as well as a passive park area. Ownership issues and perspectives of multiple groups make planning near term use of this area difficult." Proposals to relocate Highway One through the middle of the Strip were proposed and





defeated in 2010.

**Finally, the Strip Will Become a Park** – Although the property was no longer zoned for commercial use, the developers were still interested. Finally, in 2010 the Granada Sanitary District purchased a six-acre parcel on the Strip at the foot of Avenue Portola from the Harbor District for \$800,000. First, an underground wet-weather storage project was built in 2012 to provide resiliency for the sewer system. Then the property was restored to grassland, with only a few manhole covers showing where tanks were located under the ground.

Over the next years surfers and beachgoers continued using part of the property for parking. Skateboarders constructed a ramp on the Strip, on CalTrans land on the oceanward edge of the property. On the southwestern end of the Strip, a willow wetland with a few scattered eucalyptus and cypress trees began to expand toward the highway. Willows also grew along the unnamed drainage traversing the property from the end of Avenue Portola to a culvert along Highway 1 that, like Burnham Creek, discharged onto Surfers' Beach.

The same local leaders continued to work on a permanent solution, and in 2014 their efforts resulted in Measure G on the October ballot. The voters were asked to approve adding park and recreational powers to Granada Sanitary District, converting it to Granada Community Services District (GCSD). The parks projects would be funded by a portion of GCSD's share of County property taxes, not from sewer fees. Volunteers spent months campaigning and making sure the community understood the

issues, including the fact that the change could result in an increase in sewer fees. The result of their efforts was a positive vote of 60% of District voters and GSD became GCSD. In 2016 GCSD purchased an additional parcel, adjacent to the preschool.



In 2018 the District began working with a local landscape design firm to present concepts for a park on the Strip to the community. This was followed by a mail survey and many additional public meetings and opportunities for public comment. The community responded enthusiastically, submitting more than 500 suggestions and comments during the process.

In 2020 the GCSD Board approved the plan that is currently being prepared for submission to the County for approval. It is divided into three sections: a “village green” to the southwest, preserving the view down Avenue Portola, an active recreation area in the center across from existing buildings, and a large area to the northeast with small picnic and exercise areas, natural landscaping, and ocean views. A mix of wide and narrow trails will run throughout the park, and at the south end a new trail will lead to the highway crossing and Coastal Trail at Coronado Avenue. The County review process will allow residents to continue to add input on the plan. When approved, the goal is to begin construction of the park in 2022.

In 2021 GCSD purchased the preschool property from the owners, with the intention of converting it to a community center. Its location in the park makes it uniquely appropriate for developing a place where the community can meet, have events, take classes, and more. The GCSD Board allowed the preschool to lease the building while planning was underway, giving the business owner time to find a new location. During that time GCSD will seek community input on the center, just as for the park. The park design will be modified to include the new property for trails, landscaping, and parking.



From the days when Indians walked along the shore, to the era of the railroad and extravagant plans for development, to today’s ambitious plans for a community-serving park, the Strip has been part of El Granada history. The Strip is El Granada’s front yard, and the park will provide a focus for this small community and a resource for its residents. The people of El Granada fought to keep it open space, and the goal of the new plan is to create something that serves the community while preserving the peace and beauty of this coastal treasure.



Barbara Dye 2022

*(with help and text from Matthew Clark, Fran Pollard, and Leonard Woren; some language from this report is included in Fran Pollard’s more detailed recounting of preservation efforts SAVING EL GRANADA.)*

Many people were involved in the struggle to preserve the Strip for future generations to enjoy. Among the leaders of this effort were Fran Pollard, Leni Schultz, and Leonard Woren. Numerous people worked to preserve the Strip; those who made major contributions were: Jim Blanchard, Matthew Clark\*, Kit Dove, Len & Gael Erickson, Dan Haggerty, Gerry Laster, Ric Lohman, Barbara Mauz, Fran\* & Larry Pollard, Leni Schultz\*, and Leonard Woren\*. Those with asterisks all contributed to this history, by reviewing, correcting facts and sequences of events, providing new information, and sharing documents. I thank them for their efforts and help; they are not responsible in any way for an errors I may have made.

---

I also want to thank Barbara VanderWerf for her wonderful book, **Granada, a Synonym for Paradise**, which was the most important source for this effort. I also need to state again that any mistakes in this account are my own responsibility.

---

### NOTES & BIBLIOGRAPHY

Unless otherwise credited, all the photographs are reproduced from VanderWerf's book with the permission of the author.

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## APPENDIX – AERIAL PHOTOS OF THE STRIP

Unless otherwise attributed, all are from the University of Santa Barbara Aerial Photography Geospatial Collection

[https://mil.library.ucsb.edu/ap\\_indexes/FrameFinder/](https://mil.library.ucsb.edu/ap_indexes/FrameFinder/)



1928 California\_Coastline\_Flight\_6-ElGranada-Miramar



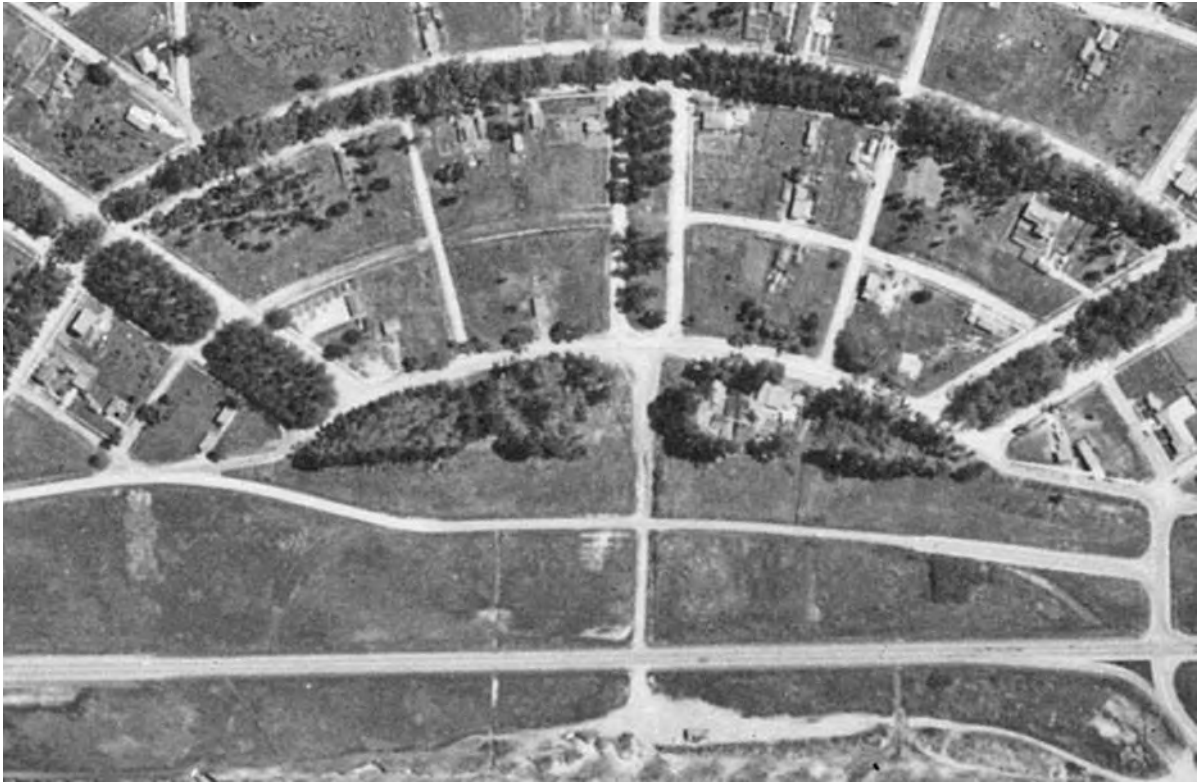
1931 Flight C\_1471, Frame 2



1943 (From the Midcoast Community Council website & from Harbor District)

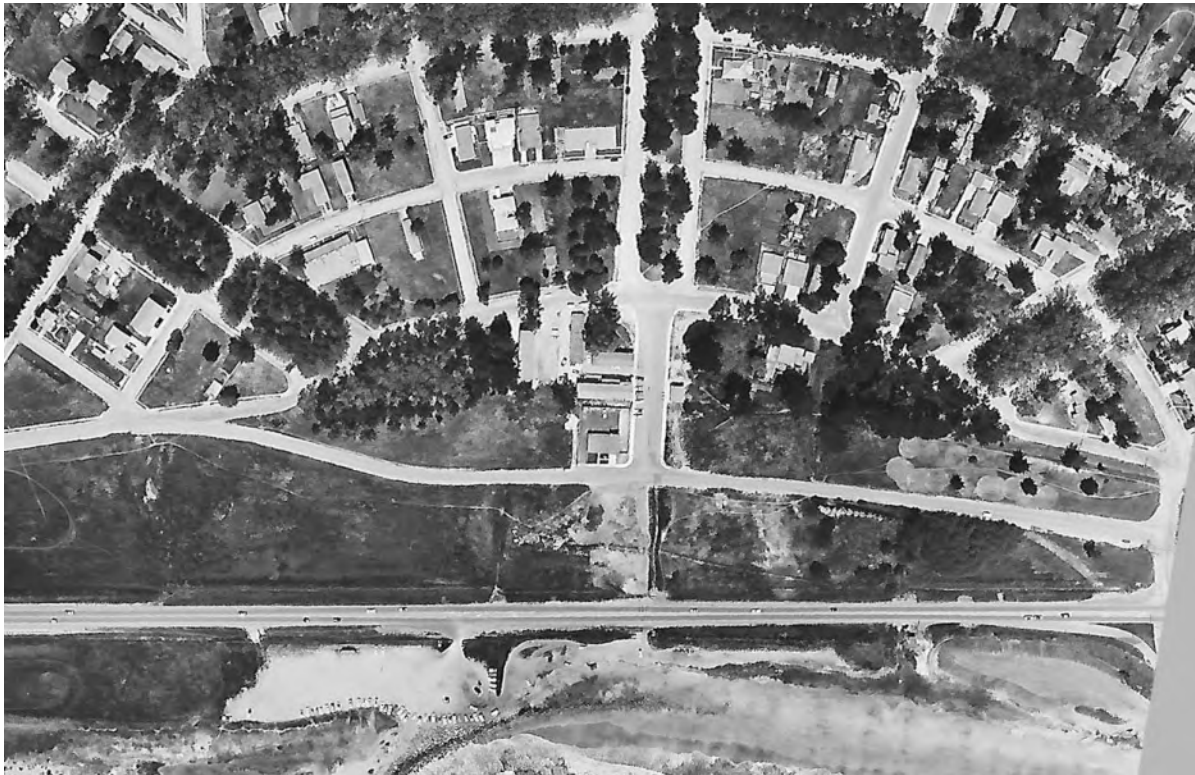


1946 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EPA, USDA Flight GS\_CP, Frame 2-182



1956 County of San Mateo, California, Bureau of Land Management, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EPA, USDA; Flight DDB\_1956, Frame 1R-38





1972 from the Harbor District records



1986 CDBW-APU-C from the Harbor District (partial view)



2001 Flight HM\_2001\_USA, Frame 3042-157



2021 from Google Maps





2018 Google Earth

# Junior Land Stewards 2022

## El Granada Elementary



# Junior Land Stewards

## El Granada Elementary

The holidays were quiet for JLS as the student's plants were happily growing away at the Half Moon Bay High School greenhouse. We had a guard frog watching over our plants over the holiday and the plants have since been returned to the classroom greenhouse. Our third field trips are planned for the end of January. During these field trips the 4th graders will be planting the CA endemic plants that they have been growing. Until then, the students are observing the growth of their plants in the classroom and measuring the differences in growth between their fertilized and unfertilized plants. It has been really fun for them to see an actual difference. I've include a few examples of the students "Plant Wanted" posters and their "Garden Sign" artwork below.

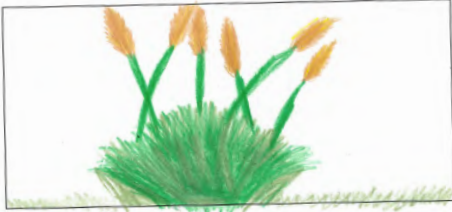
## January

### **Curriculum**

- 1) Nature Journaling with John Muir Laws (counting and measuring), measuring and documenting plant growth.
- 2) From Seed to Plant, by Gail Gibbons - read aloud - students draw the life cycle of a seed to mother plant in their nature journals.
- 3) Nature Journaling and Graphing, John Muir Laws' (sampling and graphing) - graphing results of plant measurements in their nature journals.
- 4) Nature Journaling with John Muir Laws' (plant timeline) - observing changes in plants over time. CA endemic plant review.

Meghan

WANTED



Plant Name: Pampas grass

<b>Description:</b> <ul style="list-style-type: none"> <li>• long, sharp green leaves</li> <li>• poofy tops that look like feathers</li> </ul>	<b>Origin:</b> <ul style="list-style-type: none"> <li>• dunes, Bluffs, coastal shrublands, marshes, and disturbed areas</li> <li>• originally from Brazil, Argentina, and Chile</li> </ul>
<b>Threat:</b> <ul style="list-style-type: none"> <li>• few predators</li> <li>• tough*</li> <li>• multiplies rapidly</li> </ul>	<b>One thing to note:</b> <ul style="list-style-type: none"> <li>• each *feather* produces up to 100,000 seeds</li> <li>• Brought for *ornament* and erosion control</li> </ul>

Mariana

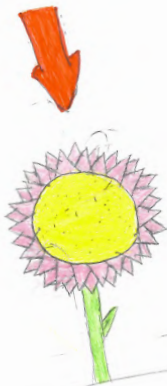
WANTED



Plant Name: ice plant

<b>Description:</b> <ul style="list-style-type: none"> <li>- it has purple petals</li> <li>- it has small, succulent, somewhat hairy grass-like leaves</li> <li>- it has green dunes and beaches</li> <li>- there are seeds</li> </ul>	<b>Origin:</b> <ul style="list-style-type: none"> <li>- it was first seen in South Africa</li> <li>- dunes and beaches</li> </ul>
---	--

**DO NOT disturb**  
**Native plant growing**



Don't pick me I know I am beautiful but you have to resist!!



**ITEM #4**





## GRANADA COMMUNITY SERVICES DISTRICT

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

January 21, 2022

**VIA EMAIL AND CERTIFIED MAIL**

County of San Mateo  
County Manager's Office  
Real Property Services Division  
555 County Center, 4th Floor  
Redwood City, CA 94063

To Whom It May Concern:

Pursuant to Section 7 of Permit Agreement No. 5392, you are duly notified of the District's intent to terminate the referenced Permit Agreement (attached) between the District and the County of San Mateo for the Medians and Plazas in El Granada, to be effective upon 120 days of your receipt of this notice.

Please be advised that the District made no improvements or changes to the medians and plazas during the term of this permit. As a result, the District has no ongoing obligations for maintenance on any part of the medians and plazas.

Sincerely,

---

Barbara Dye  
GCSD Board President

Cc:





**COUNTY OF SAN MATEO**

**Permit Agreement  
(No. 5392)**

**MEDIANS AND PLAZAS IN EL GRANADA**

**PERMITTEE:**

**THE GRANADA COMMUNITY SERVICES DISTRICT**

**PERMIT AGREEMENT  
No. 5392**

**MEDIANS AND PLAZAS IN EL GRANADA**

**1. PARTIES.** This Permit Agreement ("Permit"), dated for reference purposes only as this 19th day of October, 2017, is made by and between the COUNTY OF SAN MATEO, a political subdivision of the State of California ("County"), and the GRANADA COMMUNITY SERVICES DISTRICT ("GCSD"). County and GCSD agree as follows:

**2. MEDIANS AND PLAZAS.** In 1908, the County of San Mateo was granted an easement for certain streets, roads, highways, and public places within the platted property of Subdivision Nos. 2 and 3 of Granada (the "Medians and Plazas" which includes Balboa Circle and Portola Circle) as further shown in Exhibit A.

GCSD is hereby granted permission to use specified rights vested to the County as conferred by the offer(s) set forth in order to make allowable Improvements in the Medians and Plazas as specified in Section 3.

GCSD shall make no improvements until an inclusive and transparent public process is completed to ensure adjacent property owners and district residents are apprised of the proposed improvements and process to plan, permit, design, and construct the proposed improvements and afforded the opportunity to provide feedback.

**3. IMPROVEMENTS AND INSTALLATIONS.** Approved Improvements include benches, children's tree houses, children's nature play areas, fencing for safety, fitness/exercise-stations, horse shoes, picnic tables, pump tracks, softball pitch and catch, spider-web rope-net climbing equipment, swings and/or swing sets, tree maintenance and other landscaping, walking path improvements, water fountains, and youth basketball ½ court. BBQs and disc golf shall not be permitted. GCSD has discretion to install improvements after completing the public process described above and obtaining all necessary permits as required herein.

In any instance where an Improvement accommodates or promotes the use of a ball, object, or device that could create a safety hazard for vehicles driving on adjacent roadways, the Improvement must be accompanied by a fence that will prevent such occasion from happening; however, the fence cannot interfere with County's ability to maintain any vegetation, including trees, that County is responsible for under this Permit. For example, a basketball court should have a fence behind and on the sides of the court to prevent loose balls from bouncing or rolling into the roadway. This shall be required to provide an extra level of safety for users of the Improvements and vehicular traffic on any adjacent roadway.

**4. USE.** GCSD may use and occupy the Medians and Plazas for the construction, maintenance, repair, and operation of Improvements permitted by the rights granted to the County and detailed in Section 3 (Improvements and Installations). Such use may be accomplished by GCSD utilizing contractors, volunteers, or other agents.

GCSD shall not use any portion of the Medians and Plazas to support its responsibility of providing sanitation services.

In its use or occupancy of any Median or Plaza, GCSD shall not do or permit anything to be done in or about the Medians and Plazas, nor bring or keep anything therein, which will in any way increase the existing rate of the County's insurance over its objection or otherwise affect any fire or other County insurance upon the Medians and Plazas, or cause cancellation of any County insurance policy covering the Medians and Plazas, or any part thereof or any of its contents. GCSD shall not use or allow the Medians and Plazas to be used for any improper, immoral, unlawful, or objectionable purpose, nor shall GCSD cause, maintain or permit any nuisance in, on or about the Medians and Plazas. GCSD shall not commit or suffer to be committed any waste in or upon the Medians and Plazas. GCSD shall take all reasonable steps necessary to meet its obligations under this paragraph.

GCSD ACKNOWLEDGES AND AGREES THAT THE MEDIANS AND PLAZAS ARE ACCEPTED IN THEIR "AS IS" CONDITION, WITHOUT REPRESENTATION OR WARRANTY OF ANY KIND, AND SUBJECT TO ALL APPLICABLE LAWS, RULES AND ORDINANCES GOVERNING THEIR USE, OCCUPANCY, AND POSSESSION. GCSD REPRESENTS AND WARRANTS TO COUNTY THAT GCSD HAS INVESTIGATED AND INSPECTED, EITHER INDEPENDENTLY OR THROUGH AGENTS OF GCSD'S OWN CHOOSING, THE CONDITION OF THE MEDIANS AND PLAZAS AND THE SUITABILITY OF THE MEDIANS AND PLAZAS FOR GCSD'S INTENDED USE. GCSD HAS DETERMINED, BASED SOLELY ON ITS OWN INVESTIGATION, THAT THE MEDIANS AND PLAZAS MAY BE SUITABLE FOR GCSD'S INTENDED USE. GCSD ACKNOWLEDGES AND AGREES THAT NEITHER COUNTY NOR ANY OF ITS AGENTS HAVE MADE, AND COUNTY HEREBY DISCLAIMS, ANY REPRESENTATIONS OR WARRANTIES, EXPRESS OR IMPLIED, CONCERNING THE MEDIANS AND PLAZAS, THE PHYSICAL OR ENVIRONMENTAL CONDITION OF THE MEDIANS AND PLAZAS OR THE PROPERTY, THE PRESENT OR FUTURE SUITABILITY OF THE MEDIANS AND PLAZAS FOR GCSD'S USE, OR ANY OTHER MATTER WHATSOEVER RELATING TO THE MEDIANS AND PLAZAS, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

**5. TERM.** This Permit shall commence when dually executed and shall remain in effect for TWO HUNDRED AND FORTY MONTHS (240) plus any partial month, if any, or until terminated by either Party, under Section 7 (Termination), upon at least one-hundred and twenty (120) days' written notice to the other party, whichever occurs first. The term of this Permit may be extended by mutual written consent of the Parties.

**6. PERMIT FEE.**

**BASE PERMIT FEE.** Pursuant to the terms of this Permit, the Base Permit Fee shall be waived in its entirety for the term of the Permit and any options to extend such term.

## **7. TERMINATION.**

A. BY GCSD: GCSD shall have the right to terminate this Permit without a requirement of good cause at any time upon one-hundred and twenty (120) days prior written notice to County. Should GCSD terminate the Permit, GCSD is responsible for returning Medians and Plazas to the County in the condition received, unless otherwise agreed to in writing by both Parties. Any Improvements requiring removal shall be removed in no more than one-hundred and twenty (120) days after GCSD receives written notice from County to do so.

BY COUNTY: County shall have the right to terminate this Permit without a requirement of good cause at any time upon one-hundred and twenty (120) days prior written notice to GCSD. Should County terminate the Permit, GCSD is responsible for returning Medians and Plazas to the County in the condition received, unless otherwise agreed to in writing by both Parties.

B. NOTICE. Upon termination as provided for under the terms of Section 7A (Termination), neither Party will owe the other Party any further obligation under the terms of this Permit, except as may otherwise be specifically provided herein and except for GCSD's responsibility to remove all of GCSD's Improvements from the Medians and Plazas and restore the Medians and Plazas to their original condition absent mutual written agreement to the contrary.

In the event of any damage to, destruction of or condemnation of all or any part of the Medians and Plazas which renders the Medians and Plazas unusable or inoperable, either Party shall have the right, but not the obligation, to terminate this Permit and all of its duties and obligations hereunder, except the requirement for the GCSD to remove all Improvements, unless otherwise agreed to in writing by both Parties, by giving written notice to the other Party within thirty (30) days after such damage, destruction, or condemnation unless said damage was caused by the negligence or willful misconduct of the Party issuing such notice. GCSD acknowledges that it has no property interest in the Medians and Plazas and that County alone shall be entitled to any condemnation proceeds paid as a result of any condemnation, of the Medians and Plazas, except for any relocation payments owing to GCSD under California law. Upon the expiration or termination of this Permit for any reason, GCSD shall remove all Improvements and all personal property in accordance with Section 16 (Removal of Improvements) hereof.

**8. HAZARDOUS MATERIALS ACTIVITY.** GCSD shall not store, handle, or generate hazardous materials/waste/underground tanks on the Medians and Plazas, except for small amounts temporarily used for the construction of Improvements and authorized by local, regional, state, and federal laws, rules, ordinances, and guidelines. In the event that GCSD does store, handle, or generate hazardous materials on the Medians and Plazas, GCSD shall be deemed to be in breach of this Permit and shall be subject to such remedies as are available to County under law, and as provided herein including, but not limited to, termination of this Permit. Additionally, GCSD shall be liable for the payment of all costs of investigation and remediation of hazardous materials on the Medians and Plazas that may be required in the event that GCSD does store, handle, or generate hazardous materials on the Medians and Plazas, and shall relieve, indemnify, protect, and save harmless County against any and all claims and liabilities, of any kind or nature whatsoever, arising out of the presence of any of such hazardous materials introduced to the Medians and Plazas by GCSD. Such obligation to relieve, indemnify, protect, and save harmless with respect to hazardous materials shall survive the termination or expiration of this Permit.

Hazardous material means any material that, because of its quantity, concentration, or physical or chemical characteristics, poses a significant present or potential hazard to human health and safety or to the environment if released into the work place or the environment. Hazardous materials include, but are not limited to, hazardous substances, hazardous waste, and any material which a handler or the administering agency has a reasonable basis for believing would be injurious to the health and safety of persons or harmful to the environment if released into the work place or the environment. Examples of such hazardous materials are, but are not limited to: waste oil, solvents, gasoline, and compressed gases.

County represents and warrants to GCSD that there is no pending claim, lawsuits, proceeding or other legal, quasi-legal or administrative challenge concerning the Property or Medians and Plazas, the operation thereof, or any condition existing thereon which relates to the presence of any Hazardous Materials in, under or around the Property. County further represents and warrants, to the best of County's knowledge, that there are no Hazardous Materials present in, on, under or around the Property and/or Medians and Plazas in violation of any applicable law.

**9. NATURE OF PERMIT.** This Permit does NOT constitute the grant of a lease, deed, easement, or conveyance or transfer of any property interests. GCSD's interest in the Medians and Plazas are exclusively described herein.

**10. CLAIMS/INDEMNIFICATION.** GCSD shall indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description ("claims") arising out of: (1) activities by or on behalf of the GCSD pursuant to this Permit, (2) the performance of any work or services by or on behalf of the GCSD in the construction, operation, and maintenance of the Improvements described in Paragraph 3 of this Permit, or (3) any other act or omission by or on behalf of GCSD resulting from use of the Medians and Plazas pursuant to this Permit. The duty of GCSD to indemnify and save harmless as set forth by this

Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

**11. DAMAGE TO OR DESTRUCTION OF MEDIANS AND PLAZAS.** In the event of damage to or destruction of the Medians and Plazas or any portion thereof, by reason of the negligence or willful misconduct of GCSD, its agents, officers, employees or invitees, GCSD shall, within ninety (90) days, commence and diligently pursue to complete the repair, replacement, or reconstruction of Medians and Plazas necessary to permit full use and occupancy of the Medians and Plazas at GCSD's sole cost.

**12. PERMITS.** GCSD shall obtain all necessary governmental approvals and permits, including from the San Mateo County Planning and Building Department and local fire prevention agency, prior to commencing any Improvements, and shall provide County with ten (10) days written notice prior to the start of construction. All contractors and subcontractors of GCSD for work performed at the Medians and Plazas shall be duly licensed by the State of California, and all work shall be performed in a good, safe, and workmanlike manner.

Prior to the installation of Improvements, GCSD must obtain any and all licenses required in order to operate the site for the permitted use. Copies of said license(s) shall be provided by GCSD to County upon receipt by GCSD.

The County is issuing this Permit solely in its capacity as the holder of easement rights and not a regulatory agency.

**13. AMERICAN'S WITH DISABILITIES ACT.** GCSD shall cause all Improvements to be constructed, operated, and maintained in a manner compliant with the American's With Disabilities Act ("ADA"). GCSD agrees to indemnify and save harmless County and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from any ADA barriers to use or access of Improvements installed or constructed by or on behalf of GCSD present on Medians and Plazas .

**14. MAINTENANCE.** GCSD expressly agrees to maintain all Improvements at GCSD's sole expense, in a safe, clean, wholesome, and sanitary condition, to the reasonable satisfaction of County and in compliance with all laws, rules, and regulations applicable to Permittee's specific use thereof. Permittee shall be responsible for the maintenance of any vegetation, including trees, located in Medians and Plazas in which Improvements have been constructed. If GCSD has only constructed Improvements on a portion of the Medians and Plazas, GCSD shall only be responsible for the vegetation, including trees, located within the boundaries of the Improvements. Should GCSD only construct Improvements on a portion of Medians and Plazas, County and GCSD shall agree in writing as to the boundaries of GCSD's maintenance responsibility.

Should County determine in County's sole and absolute discretion that a tree or any part of a tree presents a danger to those using the roadway or the Medians or Plazas, County may take necessary action to resolve the threat without a requirement to notify

GCSD. Any Improvement or fence to support the use of an Improvement shall not interfere with County's ability to perform necessary maintenance.

GCSD shall not allow any offensive or refuse matter, nor any substance or Improvements constituting an unnecessary, unreasonable, or unlawful fire hazard, nor any material detrimental to the public health to accumulate or remain on the Medians and Plazas. It is expressly understood that County shall have no responsibility whatsoever to make any improvements or repairs or perform any maintenance to or related to GCSD's Improvements in the Medians and Plazas.

**15. UTILITIES.** County shall have no responsibility to supply any utilities including, but not limited to, electricity, water, or waste collection and disposal, for Medians and Plazas containing Improvements. Any utility improvements made by GCSD shall be in accordance with all applicable laws, regulations, and permits.

GCSD shall contact Underground Service Alert to locate and identify all existing utilities in all Medians and Plazas in which Improvements will be constructed. The location and identification of utilities shall be completed during the design of the proposed Improvement and used during the design of Improvements to ensure no utilities are bent, broken, punctured, or damaged during construction of the utility.

**16. REMOVAL OF IMPROVEMENTS UPON EXPIRATION OR TERMINATION.** Upon the expiration or termination of this Permit for any reason, including but not limited to bankruptcy, GCSD shall immediately (and in no event later than one hundred and twenty (120) days after termination) remove from the Medians and Plazas the Improvements and any other property placed on the Medians and Plazas by GCSD or any of GCSD's Agents unless otherwise agreed to in writing by both Parties. If GCSD has installed Improvements on more than four Plazas or Medians, for every additional Plaza or Median containing Improvements the time for GCSD to complete removal shall be extended by thirty (30) days. Such removal shall be performed in such a manner as to not interfere with the continuing use of the Medians and Plazas by County and others. GCSD shall, at GCSD's sole expense, repair any damage to the Medians and Plazas, or any facilities or equipment on the Medians and Plazas, caused by such removal. Upon any failure of GCSD to remove the Improvements and any other possessions of GCSD pursuant to this Section, County shall have the option, but not the obligation, to remove the Improvements from the Medians and Plazas. Any damages to the Improvements occasioned by such removal are expressly waived by GCSD as against County or the County's contractor. Nothing in this section shall waive GCSD's responsibility to reimburse County for costs incurred for the removal of such Improvements.

**17. FIXTURES.** County covenants and agrees that no part of the Improvements constructed, erected, or placed by GCSD on the Medians and Plazas or other real property owned by GCSD shall be or become, or be considered as being, affixed to, or a part of County's real property, and any and all provisions and principles of law to the contrary withstanding, it being the specific intention of County to covenant and agree that all Improvements of every kind and nature constructed, erected, or placed by GCSD on the Medians and Plazas or other real property owned by County shall be

and remain the property of the GCSD except as provided in Section 16 herein (Removal of Improvements) of this Permit. GCSD has the right to remove all GCSD's Improvements at its sole expense on or before the expiration or termination of this Permit.

## **18. DEFAULT; REMEDIES**

A. **EVENTS OF DEFAULT.** Any of the following shall constitute an event of default (the "Event of Default") by GCSD hereunder:

1. A failure to comply with any covenant, condition or representation made under this Permit and should such failure continue for fifteen (15) days after the date of written notice by non-defaulting party, provided that if it is not feasible to cure such default within such 15-day period, defaulting party shall have a reasonable period to complete such cure if defaulting party promptly undertakes action to cure such default within such 15-day period and thereafter diligently prosecutes the same to completion within sixty (60) days after the receipt of notice of default from non-defaulting party or within a period agreed to by non-defaulting party. Non-defaulting party shall not be required to provide such notice more than twice in any twelve (12) month period with respect to any material non-monetary defaults and after the second notice in any calendar year, any subsequent failure by defaulting party during such 12-month period shall constitute an Event of Default hereunder;

B. **REMEDIES.** Upon the occurrence of an Event of Default County shall have the following remedies, which shall not be exclusive but shall be cumulative and shall be in addition to any other remedies now or hereafter allowed by law or in equity:

i. County may terminate GCSD's right to use of the Medians and Plazas at any time by written notice to GCSD. Upon such termination in writing of GCSD's right to use of the Medians and Plazas, this Permit shall terminate and County shall be entitled to recover damages from GCSD as provided by law.

ii. County may continue this Permit in full force and effect and may enforce all of its rights and remedies under this Permit.

iii. County may require GCSD to remove any and all Improvements from the Medians and Plazas or, if GCSD fails to do so within sixty (60) days after County's written request, County may do so at GCSD's expense.

**19. LIABILITY; VANDALISM.** GCSD agrees that County shall not be responsible for any damage to GCSD's property due to vandalism or natural disasters or for the cost of repair or replacement thereof.

## **20. INSURANCE.**

A. GCSD shall obtain at its sole expense, and furnish evidence to County prior to the effective date of this Permit of a combined general liability and property damage insurance policy in the amount of at least One Million Dollars (\$1,000,000) per



occurrence and Two Million Dollars (\$2,000,000) aggregate, to be kept in full force during the term of this Permit and any extension thereof.

County, its officers, agents and employees shall be named as additional insured on the liability insurance policy require hereinabove, which shall also contain a provision that the insurance afforded thereby to County shall be the primary insurance to the full limits of liability of the policy. If County has other insurance coverage against a loss covered by the coverage that GCSD is required to have, such other insurance coverage of County shall be excess insurance only.

Upon ninety (90) days written notice, County may require GCSD, at GCSD's sole cost, to increase insurance coverage to an amount deemed appropriate for operating Improvements in the sole discretion of County's Risk Manager.

**24.1 GCSD'S PERSONAL PROPERTY.** GCSD shall be responsible, at no cost to the County, for GCSD's Personal Property.

**24.2 COUNTY'S SELF INSURANCE.** GCSD acknowledges that County self-insures against casualty, property damage and public liability risks and agrees that County may at its sole election, but shall not be required to, carry any third party insurance with respect to the Property, the Medians and Plazas, or otherwise.

## **21. ENTRY BY COUNTY/GCSD.**

A. BY GCSD. Subject to the provisions of this Permit, GCSD has the right to enter the Medians and Plazas at any time without prior notice being given to County for the construction, maintenance, operation, repair, modification, or addition of GCSD's Improvements and the operation of parks and/or recreation services on said Medians and Plazas consistent with this Permit.

B. BY COUNTY. County reserves and shall have the right to enter the Medians and Plazas at any and all reasonable times, to inspect same, to post notices of non-responsibility, to alter, improve, repair or restore the Medians and Plazas, and to maintain any trees located on Plazas or Medians that may interfere with County's responsibility to maintain the roadway system as County may deem necessary or desirable, so long as County does not unreasonably interfere with GCSD's Improvements or operations. For each of the aforesaid purposes, County shall at all times have and retain a key with which to unlock all of the gates and/or doors in, upon and about the Medians and Plazas. County's right to enter the Medians and Plazas is subject to: (a) County having given not less than twenty-four (24) hours prior notice to GCSD, and (b) an employee or agent of GCSD being given an opportunity to be present during each and any entry to the Medians and Plazas which consent shall not be reasonably withheld.

C. EMERGENCY - BY COUNTY. Other provisions of this Section notwithstanding, in the event of an emergency, County shall have the right to use

any and all means which County may deem proper to gain entry to the Medians and Plazas without liability to County except for any failure to exercise due care for GCSD's Improvements and other property. Any entry to the Medians and Plazas obtained by County by any said means, or otherwise, shall not under any circumstances be construed or deemed to be a forcible or unlawful entry into, or a detainer of, the Medians and Plazas, or an eviction of GCSD from the Medians and Plazas or any portion thereof.

**22. AUTHORIZED REPRESENTATIVE OF THE COUNTY OF SAN MATEO.** The County Manager, or the designee of the County Manager, shall be the only authorized agent of the County of San Mateo for purposes of giving any notices (including, but not limited to, termination under the terms hereof), enforcing any provision, or exercising any rights, options, privileges, or obligations of the County of San Mateo under this Permit.

**23. NOTICE.** All notices or demands are deemed to have been given or made when delivered (1) in person;(2) delivered by certified or registered mail, return receipt requested, postage prepaid, United States mail; or (3) email with acknowledged receipt and addressed to the respective Parties as follows:

County:	GCSD:
County of San Mateo	Granada Community Services District
County Manager's Office	P.O Box 335
Real Property Services Division	El Granada, CA 94018
555 County Center, 4th Floor	Phone: (650) 726-7093
Redwood City, CA 94063	granada@granada.ca.gov
Phone: (650) 363-4047	

The address to which any notice or demand may be given to either Party may be changed by thirty (30) day prior written notice utilizing one or more of the methods authorized above.

**24. ASSIGNMENT BY GCSD.** GCSD shall not voluntarily or by operation of law assign, transfer, sublet, or otherwise transfer or encumber all or any part of GCSD's interest in this Permit or in the Medians and Plazas without County's prior written consent. Any assignment or encumbrance without County's consent shall be voidable and, at County's election, shall constitute a default. No consent to any assignment or encumbrance shall constitute a further waiver of provisions of this Section.

**25. ENTIRE AGREEMENT AND BINDING EFFECT.** This Permit and any attached exhibits, as signed by the Parties hereto, constitute the entire agreement between County and GCSD regarding the Medians and Plazas; no prior written promises, and no prior, contemporaneous or subsequent, oral promises or representations shall be binding. This Permit shall not be amended or changed except by written instrument signed by both of the Parties hereto. Section captions herein are for convenience only and neither limit nor amplify the provisions of this instrument. The provisions of this Permit shall be binding upon and inure to the benefit of the heirs, executors,

administrators, successors, and assigns of said County and GCSD. This Permit shall not be effective or binding on any Party until fully executed by both Parties hereto. The effective date of the Permit shall be the date of signature on behalf of the Party last signing after the approval by the Governing Boards of both of the Parties hereto.

**26. RESERVATIONS.** This Permit shall at all times be subject to such rights-of-way for such sewers, pipe lines, conduits, roadway and for such telephone, telegraph, light, heat, or power lines, as shall have been duly established or as may from time to time be reasonably determined to be necessary by County.

This Permit is subsequent to and subject to all prior exceptions, reservations, grants, easements, leases, or licenses of any kind whatsoever as the same appear on record in the office of the County Recorder, County of San Mateo, State of California. GCSD covenants not to disturb the quiet and peaceful enjoyment of any and all parties having any legal right, title, interest, or privilege in and to the Medians and Plazas and that the use of the Medians and Plazas by GCSD shall at all times be conducted with proper regard for such rights, titles, interests, and privileges.

**27. LIENS.**

A. GCSD shall keep the Property free from any liens arising from any work performed, materials furnished, or obligations incurred by or at the request of GCSD.

B. If any lien is filed against the Property as a result of the acts or omissions of GCSD, or GCSD's employees, agents, or contractors, GCSD must discharge the lien or bond the lien off in a manner reasonably satisfactory to County within thirty (30) days after GCSD receives written notice from any Party that the lien has been filed.

C. If GCSD fails to discharge or bond any lien within such period, then, in addition to any other right of remedy of County, County may, at County's election, discharge the lien by either paying the amount claimed to be due or obtaining the discharge by deposit with a court or a title company or by bonding, or by such other methods reasonably acceptable to County provided that such methods are specified in writing by County to GCSD.

D. GCSD must pay on demand any amount paid by County for the discharge or satisfaction of any lien, and all reasonable attorneys' fees and other legal expenses of County incurred in defending any such action or in obtaining the discharge of such lien, together with all necessary disbursements in connection therewith.

**28. NON-DISCRIMINATION**

A. GCSD shall comply with any applicable provisions of Section 504 of the Rehabilitation Act of 1973, which provides that no otherwise qualified handicapped individual shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

B. No person shall, on the grounds of race, religious creed, color, national origin, ancestry, physical disability, mental disability, medical condition, genetic information, marital status, sex, gender, gender identity, gender expression, age,

sexual orientation, or military and veteran's status, or political affiliation be denied any benefits or subject to discrimination under this Permit.

C. GCSD shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Permit. GCSD's equal employment policies shall be made available to County upon request.

D. With respect to the provision of employee benefits, GCSD shall comply with the County Ordinance that prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse.

## **29. GENERAL PROVISIONS.**

A. COMPLIANCE WITH LAW. GCSD shall not use the Medians and Plazas or permit anything to be done in or about the Medians and Plazas which will in any way conflict with any law, statute, ordinance or governmental rule or regulation now in force or which may hereafter be enacted or promulgated. GCSD shall, at its sole cost and expense, promptly comply with all laws, statutes, ordinances, and governmental rules, regulations, or requirements now in force or which may hereafter be in force, and with the requirements of any board of fire insurance underwriters or other similar bodies now or hereafter constituted, relating to, or affecting the condition, use or occupancy of the Medians and Plazas. A final judgment under the laws of the State of California or the admission of GCSD in any action against GCSD, whether County be a Party thereto or not, that GCSD has violated any law, statute, ordinance or governmental rule, regulation or requirement, shall be conclusive of that fact as between County and GCSD.

B. AUTHORITY OF PARTIES. Each Party executing this Permit on behalf of the public entity which is a Party hereto, represents and warrants that he or she is duly authorized to execute and deliver this Permit on behalf of said public entity, in accordance with a duly adopted resolution of the governing board of the public entity or in accordance with the by-laws of the public entity, and that this Permit is binding upon the public entity in accordance with its terms.

C. WAIVER. The waiver by either Party of any term, covenant or condition herein contained shall not be deemed to be a waiver of such term, covenant or condition on any subsequent breach of the same or any other term, covenant or condition herein contained.

D. JOINT OBLIGATION. "Party" shall mean County or GCSD; and if there be more than one GCSD or County, the obligations hereunder imposed upon GCSDs or County shall be joint and several.

E. TIME. Time is of the essence of this Permit and each and all of its provisions in which performance is a factor.

F. NEGATION OF PARTNERSHIP. County shall not become or be deemed a partner or a joint venturer with GCSD by reasons of the provisions of this Permit.

G. SEVERABILITY. Any provision of this Permit which shall prove to be invalid, void, illegal or unenforceable shall in no way affect, impair or invalidate any other provision hereof and such other provision shall remain in full force and effect.

H. CUMULATIVE REMEDIES. No remedy or election hereunder shall be deemed exclusive but shall, wherever possible, be cumulative with all other remedies at law or in equity.

I. SIGNS AND AUCTIONS. Permittee shall not place any sign upon the Medians and Plazas or conduct any auction thereon without Permitter's prior written consent.

J. PROVISIONS, COVENANTS AND CONDITIONS. All provisions herein, whether covenants or conditions, on the part of either party shall be deemed to be both covenants and conditions.

K. CAPTIONS, TABLE OF CONTENTS. The captions and the Table of Contents of this Permit (if any) shall have no effect on the interpretation of this Permit.

L. SINGULAR AND PLURAL. When required by the context of this Permit, the singular shall include the plural.

M. CHOICE OF LAW. This Permit shall be construed, interpreted, and governed in accordance with the laws of the State of California.

N. VENUE. The venue for any court action to interpret or enforce this Agreement or to litigate any claim arising out of this Agreement shall be held in State Court of the County of San Mateo.

**BALANCE OF PAGE INTENTIONALLY BLANK**

IN WITNESS WHEREOF, County and GCSD have executed this Permit as of the date and year first above written.

GCSD:

GRANADA COMMUNITY SERVICES  
DISTRICT

By:   
Chuck Duffy, District General Manager

Approved as to form:

By:   
Jonathan Wittwer, District General Counsel

COUNTY:

COUNTY OF SAN MATEO

By: 

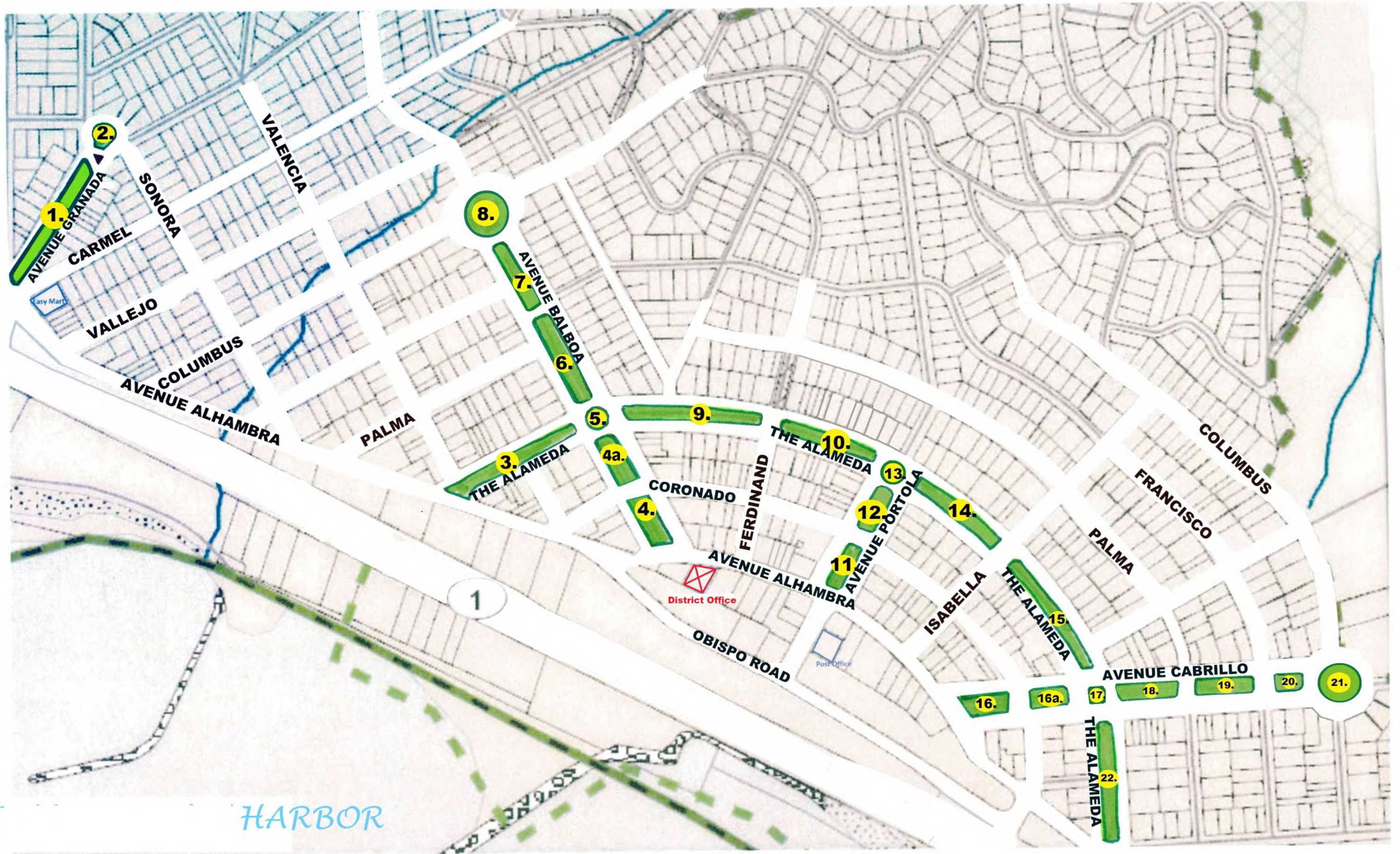
Resolution No. 075701

Approved as to form:

By: \_\_\_\_\_  
John Beiers, County Counsel, San Mateo County

**EXHIBIT A**

Map of Medians and Plazas



HARBOR



**ITEM #5**



**From:** Public Granada <[public@granada.ca.gov](mailto:public@granada.ca.gov)>  
**Sent:** Monday, January 3, 2022 12:26:42 PM  
**To:** Matthew Clark <[mclark@granada.ca.gov](mailto:mclark@granada.ca.gov)>; Barbara Dye <[bdye@granada.ca.gov](mailto:bdye@granada.ca.gov)>;  
Eric Suchomel <[esuchomel@granada.ca.gov](mailto:esuchomel@granada.ca.gov)>; David Seaton  
<[dseaton@granada.ca.gov](mailto:dseaton@granada.ca.gov)>; Nancy Marsh <[nmarsh@granada.ca.gov](mailto:nmarsh@granada.ca.gov)>  
**Cc:** Delia Comito <[dcomito@granada.ca.gov](mailto:dcomito@granada.ca.gov)>  
**Subject:** GCSD Website Message: Use of the future Burnham park area

From: David Jones <[davidjones@flynncreekcircus.com](mailto:davidjones@flynncreekcircus.com)>  
Subject: Use of the future Burnham park area

Message Body:

Hello,

My name is David Jones. I am the Managing Director of the Flynn Creek Circus. We are currently looking for a location in your area for our 2022 summer tour.

I am interested in the location of the Burnham Park. I understand that the location will be undergoing a construction project in the future. Can you tell if the construction has a beginning date? Is this project fully funded?

Is it possible that we may come to a rental agreement for this summer?

I would also be interested in future agreements on the southern lawn area of the newly constructed park.

Flynn Creek Circus is an all human show based out of Northern California. We aim to bring international quality performances to small communities on the north coast. We are proud to be showcasing a new tent in 2022. With this one of a kind tent We are sure to make a great impression in all the communities and organizations we partner with.

You can find more information at [flynncreekcircus.com](http://flynncreekcircus.com)

Thank you for your time,  
David



**ITEM #6**



**MINUTES**  
**SAM BOARD OF DIRECTORS MEETING**  
**December 13, 2021**

**1. CALL TO ORDER**

Chair Dye called the meeting to order at 7:01 p.m. from her residence in El Granada, CA. Directors attended the meeting through teleconferencing pursuant to and as permitted by Executive Order N-29-20. Consistent with Executive Order N-29-20, the San Mateo County Health Officer Shelter-In-Place order issued on March 16, 2020, members of the public were able to observe the open session portions of the meeting electronically by using the link that was provided on the agenda for the December 13, 2021 meeting.

A. Roll Call

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

B. December Employee Anniversary

1. TJ Hussein, Maintenance Mechanic – 2 Years

Supervisor of Treatment/Field Operations Costello spoke of TJ's knowledge with electrical work which is an asset to SAM. He stated that TJ gets along with everyone, he keeps his head down, gets the job done, and has been helpful in assisting with the safety program. Chair Dye thanked TJ for his 2 years of service to SAM.

**2. PUBLIC COMMENT/ORAL COMMUNICATION/ITEMS NOT ON THE AGENDA**

There were no public comments.

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

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

- A. Approve Minutes of November 8, 2021, and November 22 2021 Regular Board Meetings
- B. Approve Disbursements for December 13, 2021
- C. Approve the Schedule of Board of Director Meetings for 2022

Administrative Assistant Turbay assured Chair Dye that the minutes of November 8, 2021 were changed per the Chair's corrections that were sent to her. Director Clark stated that the minutes were still not correct. Director Slater-Carter then moved, and Director Clark seconded the motion to table the minutes of November 8, 2021 until the next SAM scheduled Board meeting.

Minutes  
SAM Regular Board Meeting  
December 13, 2021

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

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

Director Clark moved, and Director Slater-Carter seconded the motion to approve the Minutes of November 22, 2021, and agenda items 3B and 3C as presented.

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

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

##### **A. Review and Receive the Financial Report for Q1 Fiscal year 21-22 (Budget vs Actual)**

Peter Medina of Maze and Associates presented a PowerPoint presentation to the Board regarding the 1<sup>st</sup> Quarter Budget Review. He discussed the budget by Revenue and Expenses for all funds including the General Fund Revenue Summary, General Fund Treatment Expenses, and General fund analysis of Treatment expenses, the general fund for Admin, the Collections Fund Revenue Summary, Analysis of Collection Fund Revenue, Collection Fund Expense Summary, and an analysis of Collection Fund Expenses. A discussion ensued. Following discussion, Director Penrose moved, and Director Slater-Carter seconded the motion to receive and file the Financial Report for Q1 Fiscal year 21-22 (Budget vs Actual).

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

A copy of Mr. Medinas PowerPoint presentation can be found on the SAM website at [www.samcleanswater.org](http://www.samcleanswater.org)

##### **B. Discuss Proposed Ordinance No. 21-01 Proposing Changes to the Authority's Non-Domestic Waste Source Control Program, and Setting a Special Meeting for December 20, 2021 to Consider Approving Ordinance 21-01**

General Manager Prathivadi reviewed the staff report, and shared a PowerPoint presentation created by General Counsel Jungreis and himself to the Board. The presentation showed proposed changes in the ordinance per the Boards direction at the November 22, 2021 Board meeting. General Manager Prathivadi discussed the significant changes, and then summarized the changes to the ordinance. A discussion



ensued. Gregg Dieguez, Vice-Chair Midcoast Community Council (MCC), and resident of Montara, suggested on page 4 of the Non Domestic Waste Source Control Program (NDWSCP), an indentation of the words fixed in-volatile, and organic and free ammonia so it will be clear that these are constituents of the broader category. He also suggested on page 85 of the packet, page 16 of the document, the ordinance has no deadline for reporting and forwarding. He also questioned why the discharger reporting isn't required to be sent to both the Authority and the member agency. Director Slater-Carter suggested postponing the proposed special meeting on December 20, 2021 to the first meeting in January 2022. The Board concurred. Director Lohman suggested that the discussion should incorporate all member agency managers' comments, and "best management practices" need to be defined. Chair Dye expressed her concerns regarding section 5.5 "Damages to Sewer Facilities" of the ordinance and suggested that it could be expanded. John Doughty, Public Works Director, City of Half Moon Bay, thanked General Manager Prathivadi, General Counsel Jungreis, and the member agency managers' for working together. Director Slater-Carter suggested there needs to be defined limits as in not to exceeds' in the ordinance. She suggested if there are going to be Best Management Practices in the ordinance it should read the most current set of them as defined by the Regional State Water Control Board. Director Slater-Carter also stated she would like to see an outline of the changes drafted by General Counsel Jungreis with a discussion about the legislative intent of these so the legislative intent is part of the record. Following discussion, the Board moved on to the next agenda item.

## **5. GENERAL MANAGERS REPORT**

General Manager Prathivadi shared details of the flooding that occurred on the coastsides during the heavy rains earlier in the day. Director Slater-Carter, and Chair Dye thanked the crew and staff for their hard work during the storm.

## **6. ATTORNEY'S REPORT - NONE**

## **7. DIRECTOR'S REPORT - NONE**

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

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

General Counsel Jungreis and General Manager Prathivadi stated there was nothing they had to discuss during Closed Session. The Board concurred to cancel Closed Session.

Minutes  
SAM Regular Board Meeting  
December 13, 2021

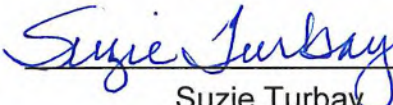
**10. CONVENE IN OPEN SESSION** *(Report Out on Closed Session Items)*

There was no Closed Session.

**11. ADJOURNMENT**

Chair Dye adjourned the meeting at 8:36 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Suzie Turbay  
Administrative Assistant

Approved By:

  
\_\_\_\_\_  
Board Secretary

**MINUTES**  
**SAM BOARD OF DIRECTORS SPECIAL MEETING**  
**December 29, 2021**

**1. CALL TO ORDER**

Chair Dye called the meeting to order at 7:05 p.m. from her residence in El Granada, CA. Directors attended the meeting through teleconferencing pursuant to and as permitted by Executive Order N-29-20. Consistent with Executive Order N-29-20, the San Mateo County Health Officer Shelter-In-Place order issued on March 16, 2020, members of the public were able to observe the open session portions of the meeting electronically by using the link that was provided on the agenda for the December 29, 2021 special meeting.

**A. Roll Call**

Directors Lohman, Clark, Penrose, Slater-Carter, Dye, and Ruddock (7:07) were present. Also present via teleconferencing were General Manager Kishen Prathivadi, Finance Officer George Evans, Supervisor of Treatment/Field Operations Tim Costello.

**B. Re-Ratification of Resolution 5-2021 for Continuation of Virtual/Teleconference Meetings per Assembly Bill (AB) 361 for the Period of December 26, 2021 through January 25, 2022 per Government Code Section 54953(e)**

Director Penrose moved, and Director Slater-Carter seconded the motion to the re-ratification of Resolution 5-2021 or Continuation of Virtual/Teleconference Meetings per Assembly Bill (AB) 361 for the Period of December 26, 2021 through January 25, 2022 per Government Code Section 54953(e)

Penrose/Slater-Carter/Roll Call Vote: Lohman Aye/Clark Aye/Penrose Aye/Slater-Carter Aye/Dye Aye/6 Ayes/0 Noes. The motion passed.

**2. PUBLIC COMMENT/ORAL COMMUNICATION/ITEMS NOT ON THE AGENDA**

Director Slater-Carter congratulated all of the Agencies on the coast for all of their hard work during the recent storms.

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

There were no Consent Agenda Items.

**4. REGULAR BUSINESS**

**A. Review and Receive the Annual Comprehensive Financial Report (ACFR) for**

## SAM for the Fiscal Year Ending June 30, 2021

General Manager Prathivadi gave a PowerPoint presentation to the Board of Directors, where he discussed the objective of the program, the goal of the program, and its' submission and evaluation.

John Cropper of Cropper Accountancy presented the Board with the FY 2020-21 Financial Audit Results. He discussed his background, key findings, the memorandum on internal control, financial highlights, operating revenue, operating expenses, expenses by category, along with additional notes, and capital contributions. A discussion ensued. Director Clark commented on the necessity of having this meeting. He stated he has attended all meetings for SAM this calendar year but has not heard anything about the ACFR award. He questioned when SAM decided they were going to apply for this award, and when they would work on it. He stated that it has never been brought up to the Board and suggested it would have been better to put it on the staff report and the agenda itself as to why the meeting was called. General Manager Prathivadi stated it was a thought to bring it to the Board once it was completed, and this has been the practice, and it is being followed at the City of Half Moon Bay every year, so people are aware of the ACFR award. He also stated that once the process gets started it becomes easier to do every year, and it is just the beginning of the process that is difficult as staff has to compile the last 10 years of data, which is a herculean task in itself. Director Clark questioned if the Board would have heard this or not if staff had not been able to do this. General Manager Prathivadi stated that the finance committee would have definitely known about it. Director Clark commented that communication with the Board was lacking, and as member of the interested public he has to wonder why they were having a meeting on December 29<sup>th</sup> about this one issue that has never been mentioned in the last calendar year. Chair Dye asked to finish the meeting, and stated that Director Clark has a valid point. Director Clark then asked what the cost is to SAM. General Manager Prathivadi stated he will bring the information to the next Board meeting but would not be able to account for staff time as Finance Officer Evans, and himself are not hourly based and work around the clock, and when required, after office hours which cannot be accounted for. Director Clark stated that as an interested public person, if the public has received their Herculean reward or anything for this, and in order to know if this was worth doing the public needs to know the cost. Director Slater-Carter commented that she supported having this meeting and supported going for this award because the SAM finance team has taken SAM from being floundering around financially to being able to apply for this award. She stated that it counts very well for our public relations and lets the public know how the money is managed. She also stated that it shows the public what SAM does to be transparent and to make the finances look clear and available to the public, particularly with this award that looks back on 10 years of data. Director Slater-Carter stated that it helps

public relations which is very important to her, and she looks forward to having Director Clark on the finance committee this coming year so he can learn more about it. Director Clark commented that he would not be planning on it. Director Slater-Carter suggested putting the committee agendas in the SAM Managers' Report, so they are available for discussion and for the other Board members to be able to see what is going on. She also stated that this might be one way to get more information to those who need committee reports in more detail. Following discussion, Director Slater Carter moved, and Director Lohman seconded to receive and file the Annual Comprehensive Financial Report (ACFR) for SAM for the Fiscal Year Ending June 30, 2021 with corrections as discussed.

Slater-Carter/Lohman/Roll Call Vote: Ruddock Aye/Lohman Aye/Clark Abstain/Penrose Aye/Slater-Carter Aye/Dye Aye/7 Ayes/1 Abstain (Clark)/0 Noes. The motion passed.

Chair Dye commented that she would like to make a point to the public that correcting the problems that were inherited by the financial team has cost over \$300,000 accounting time and everything else to get things working properly, which is an accomplishment. She stated that she was not really impressed by the detail of the report but thought it as a good thing to do to sum up everything.

A copy of the General Managers PowerPoint presentation and Mr. Croppers' presentation can be found on the SAM website at [www.samcleanswater.org](http://www.samcleanswater.org)

## **5. GENERAL MANAGERS REPORT**

General Manager Prathivadi informed the Board that SAM staff worked around the clock and managed to survive the two storms with no spills, no SSO's, and it was well under control.

## **6. ATTORNEY'S REPORT - NONE**

## **7. DIRECTOR'S REPORT - NONE**

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

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

There was no Closed Session on the agenda.

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

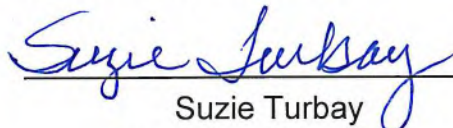
Minutes  
SAM Special Board Meeting  
December 29, 2021

There was no Closed Session on the agenda.

## 11. ADJOURNMENT

Chair Dye adjourned the meeting at 7:55 p.m.

Respectfully Submitted,

  
\_\_\_\_\_  
Suzie Turbay  
Administrative Assistant

Approved By:

  
\_\_\_\_\_  
Katherine Sletten Carr  
Board Secretary



**SEWER AUTHORITY MID-COASTSIDE**

**Board of Directors Meeting Agenda**

***Regular Board Meeting 7:00 PM, Monday, January 10, 2021***

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

**Computer Audio: Please click the link below to join the Zoom webinar:**

Join Zoom Meeting

<https://us02web.zoom.us/j/83120720301?pwd=T0d6VDVNBHdmOVhR1I1WDNrOG8yUT09>

Meeting ID: 831 2072 0301

Passcode: 811736

One tap mobile

+16699006833,,83120720301#,,,,\*811736# US (San Jose)

+13462487799,,83120720301#,,,,\*811736# US (Houston)

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

[Due to the continuing state of emergency declared by the Governor related to preventing the spread of COVID-19, and pursuant to Government Code Section 54953\(e\), Sewer Authority Mid-Coastside \(SAM\) will be holding this Board meeting by Zoom Webinar; access to this meeting will be available to the Board and the public by either computer web-link or telephone audio as noted above.](#)

**1. CALL TO ORDER**

A. Roll Call:

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

B. Special Order of the Day- Election of SAM Board Officers

**2. PUBLIC COMMENT / ORAL COMMUNICATION**

Members of the public are welcome to submit comments via e-mail by sending them to [kishen@samcleanswater.org](mailto:kishen@samcleanswater.org). All comments so submitted prior to 7 pm on January 10, 2022 will be read out loud during the discussion of the respective item(s) identified in the e-mail; comments without such identification shall be read during this Item. Members of the public may also provide comments telephonically or electronically on individual items following recognition by the Board Chair presiding over the meeting.

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

- A. Approve Minutes of November 8, 2021, December 13, 2021 Regular Board Meetings, and December 29, Special Board Meeting (**Attachment**)
- B. Approve Disbursements for January 10, 2022 (**Attachment**)
- C. Monthly Revenue and Expense Report for Period Ending November 30, 2021 (**Attachment**)

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

- A. Establish Board Operations Committee and Finance Committee as standing Committees, Set Time and Place for the Meetings, and Appoint Directors
- B. Discuss Member Agency timeline for monitoring and source control efforts of the Non Domestic Wastewater Source Control Program and Enrolling Breweries and Wineries and their effluent characterization completed.
- C. Update on Recent Storm Events (**Attachment**)

**5. GENERAL MANAGER'S REPORT**

- A. Monthly Manager's Report - November 2021

**6. ATTORNEY'S REPORT**

**7. DIRECTORS' REPORT**

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

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

- A. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION



Pursuant to Government Code Paragraph (2) of Subdivision (d) of Section 54956.9 (FEHA Claim 202008-10882405 filed by Beverli Marshall)

**B. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

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

**C. CONFERENCE WITH LEGAL COUNSEL –SIGNIFICANT RISK OF LITIGATION (1 CASE) Pursuant to Government Code Section 54956.9 (d) (2)**

**D. PUBLIC EMPLOYEE PERFORMANCE EVALUATION (§ 54957) Title: General Manager**

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

**11. ADJOURNMENT**

- Upcoming Regular Board Meetings: January 24, 2022 and February 14, 2022

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

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**INFORMATION FOR THE PUBLIC**

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

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

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



**SEWER AUTHORITY MID-COASTSIDE**

**Staff Report**

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

**Executive Summary**

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

**Fiscal Impact**

There is no fiscal impact from this report.

**Strategic Plan Compliance**

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

**Background and Discussion/Report**

The following data is presented for the month of *November 2021*.

*Key Indicators of Performance*

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

*Flow Report (See Attachment A)*

Half Moon Bay	0.863	60.5%
Granada CSD	0.278	19.5%
<u>Montara W&amp;SD</u>	<u>0.285</u>	<u>20.0%</u>
<b>Total</b>	<b>1.426</b>	<b>100%</b>

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

**Administration**

There were two Regular Board Meeting, and no public records requests in the month of November 2021. There were no articles in the Half Moon Bay Review mentioning SAM, and there has been no lost time work accidents since September 10, 2019. There were no new hires, and one anniversary in the month of November, Tony Young, Lead Collections Maintenance Worker, 5 years.

**Operations & Maintenance**

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

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

The Portola Station – Wet Weather Facility, which has a capacity of 400,000 gallons.

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

The plant is doing better but there is still a good amount of effort and chemical addition going on to make this happen.

We are adding poly and cl2 for foam control on an as needed basis. The flows being elevated from the rain are helping the process just so long as we don't get it all at once.

The species screening for our next permit has started since it is a multi-month project we wanted to get it going so that is complete in time to be folded into the next permit process.

The crew got to do another confined space in preparation of getting Portola pump #2 ready for service. It's always good when we can get as much of the team as possible involved in to keep stay familiar with the equipment involved.

I have been openly communicating with Mr. Burrell at the state to be sure he is kept in the loop of what we have going on and our process.

In regards to exceedances this month I have none to report.

During the month of November 2021 rainfall was below normal for Half Moon Bay. The 10-year average for the area is 2.073 inches of rain in November, this web link has some very useful data for our area, <https://ggweather.com/hmb/> . We did get some rainfall to report for the month of November. Rainfall totals were as follows: 0.84 inches, (from the NOAA gauge at the plant). Our roof top at the plant got 2.0 so that is odd.

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1.47 inches in the GCSD service are, and 1.33 inches at the MWSD weather station. Below above the 10 year average, but we are getting rainfall so that's good. There were micro-climate variations verified by the data.

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

- 11/1/2021 – Calcon at plant working on blower electrical so that we have a bypass in place for emergency use and planned maintenance.
- 11/2/2021 – Annual samples went out today. Calcon is in working on electrical concerns that were addressed during safety inspection.
- 11/3/2021 – PH on the low side, still with in parameters but low. Adding Sodium hydroxide to get it up a little.
- 11/4/2021 – Again adding sodium hydroxide to adjust PH up. Going to leave it on overnight as it seems to be associated with the lower flow periods. Spoke with operations specialist about possible cause and options. Temporary blower hookup should be ready for testing, need to coordinate with Calcon to rent proper generator for testing.
- 11/5/2021 – MLSS PH still low, (within parameters just lower then we like it), adding sodium hydroxide to get PH up. Cleaned one side of chlorine contact basin. Work on C.E.P.T. , Calcon working on PLC.
- 11/6/2021 – Saturday, all systems appear to be good.
- 11/7/2021 – Sunday, Work on C.E.P.T. pump system.
- 11/8/2021 – Calcon working on P.M.'s, cleaned ferric filter.
- 11/9/2021 – Staff in the plant at 01:15 mainly due to power glitches and weather. Calcon in during the day working on PM's. Received ferric chloride delivery today. In the evening shut down both the Montara and Portola pump stations for a PG & E related program, power off 17:45 to 19:05.
- 11/10/2021 – Calcon in doing electrical work and programing work at stations.
- 11/11/2021 – S.A.M. Holiday, (Veterans Day). Calcon was in doing electrical work at both the plant and at the Portola station.
- 11/12/2021 – Calcon doing work at Portola for pump improvement project.
- 11/13/2021 – Saturday – Apply Cl2 spray to MLSS basin for foam.
- 11/14/2021 – Sunday – Sodium hydroxide to return channel to get PH up a little.
- 11/15/2021 – Calcon working on PM's, bioassay species screening sample sent out today.

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- 11/16/2021 – Calcon working on storm mode improvements in the programing, also working on PM's.
- 11/17/2021 – Bioassay species screening sent out today. Johnston controls is in replacing the ventilator for the digester control building. Calcon in doing PM's. Princeton pump station VFD set to one pump.
- 11/18/2021 – Calcon working with staff to replace VFD at Princeton pump station. This is a temp repair as the VFD is for a 125 HP motor. We have two VFD's on order one to facilitate the repair and one for backup. Cleaned contact basin. Work on isolating secondary number two as the flows are getting down again. We will keep it at the ready so it can easily be put into service when needed.
- 11/19/2021 – Poly to AB #3 for foam control, Calcon in working on P.M.'s. This is part of the Annual PM contact.
- 11/20/2021 – Saturday – Hypo spray on to foam in MLSS basin. Had to clean out grit washer cyclone, had something stuck inside it. Sodium hydroxide on during the day for PH adjustment.
- 11/21/2021 – Sunday – Poly on to AB#3 as well as hypo spray for foam. Sodium hydroxide on for PH adjustment.
- 11/22/2021 – BAAQMD onsite to issue notice of violation for our reliability testing of the generator based on recent inspection. It seems we have been to proactive as far as the BAAQMD is concerned. Calcon in doing PM's.
- 11/23/2021 – Calcon in working on electrical for new #2 pump installation at Portola Pump Station.
- 11/24/2021 – Staff did a confined space entry in preparation of putting pump # 2 in service at the Portola station. Grundfos onsite to do coupling work and alignment of pump and motor. After many adjustments there was some vibrations that could not be corrected. Grundfos took some parts to have some milling work done and will be back.
- 11/25/2021 – SAM Holiday – Thanksgiving Day All systems seem to be functioning well today.
- 11/26/2021 – SAM Holiday – Friday following Thanksgiving. Poly and Chlorine spry on in MLSS basin to help with foam control in basin.
- 11/27/2021 – Saturday – Chlorine spray on to MLSS basin as well as poly for foam control measures. Adjust Cl2 to RAZ to 5 lbs / 1000 lbs of MLVSS.
- 11/28/2021 – Sunday – Poly on to MLSS basin for foam control as well as the Cl2 spary to the surface. Poly to primaries is have an issue today, not pumping well.
- 11/29/2021 – Calcon in working on PM's

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11/30/2021 – Plant Generator test run today, Calcon in doing PM’s and PLC programming work.

Other activities are listed below;

There were 9 deliveries (approximately 3,400 gallons) of trucked waste discharged at the SAM Plant for a total revenue of \$ 340.00. There were no leachate deliveries to the SAM IPS line in the month of November 2021, for a total leachate volume of 0 gallons.

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

**Contract Collection Services**

The SAM crew cleaned 23,910 feet of sewer line and responded to fifteen service calls in contract service areas. Ten were sewer line related and five were maintenance service calls. Eight of the callouts were during regular business hours, and seven were after hour calls. Five calls were in HMB, three calls were in the GCSD service area, and seven calls were in the MWSD service area.

HMB – The service calls in HMB were as follows; 11/14 - SSO caused by belly in line and rag build up, spill volume was estimated to be 208 gallons, Cat 3. cleared blockage and cleaned up area. 11/14 - Went back to spill to walk to walk area, noticed line was backing up again, ran line aging and pulled more rags , belly in line, needs frequency increased. 11/23 - Call regarding backup at prop line cleanout. Crew arrived and ran main finding nothing. A rooter company was on site, they broke the plug from property side. Crew ran main one more time and removed rags and TP that was pushed into main.

The maintenance calls in HMB were as follows; 11/4 - Power failure response at Ocean Colony, genny ran for 0.2 hrs. Reset alarms and checked station for normal operation. 11/4 - Power failure response at Pelican point lift station genny did not run. Reset alarms and checked station for normal operation.

GCSD – The service calls in the GCSD area were as follows; 11/6 – Resident called about a lateral back up. Crew ran main finding no obstruction, advised resident to contact a rooter company to resolve issue. 11/11 - Call for odor complaint, lead collection worker responded, checked manholes in area and

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surrounding area. Unable to detect anything, asked reporting party to contact us if it observed again. 11/17 - Resident called about a back up. They called us and a roter co. Our crew got there after the roter co, ran main and pulled lots of root and toilet paper from line. Last house on line, may not have adequate flow.

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

MWSD – The four service calls in the MWSD area were as follows; 11/6 - Resident called about bathroom back up. Crew arrived, flushed main finding no obstructions. Advised resident to contact a roter company to resolve issue. 11/18 - Resident called of a lateral backing up, crew ran the main and it resolved the issue. Last house on line, may not have adequate flow to keep things clean. 11/20 - Resident called about a lateral back up. Crew arrived and flushed the main line finding no blockage. Crew advised resident to contact a roter company to clear blockage. 11/23 - Resident called for a lateral back up. Crew arrived and flushed the main line finding no obstructions. Advised resident to contact a roter company to resolve issue.

The three maintenance service calls in the MWSD area this month were as follows; 11/12 - Power failure response at seal cove #2. Power was restored upon arrival, reset alarms and checked station for normal operation. 11/15 - Responded to what we thought was a grinder pump issue, turned out to be a lateral issue. Advised resident that they would need to contact a plumber to resolve issue. 11/26 - Seal cove #2 alarm for phase power loss, power was restored upon arrival. Reset alarms and checked station for normal operation.

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

**Staff Recommendation**

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

**Supporting Documents**

Attachment A: Monthly Flow Report November 2021

Attachment B: Monthly NPDES Report November 2021

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## Attachment A

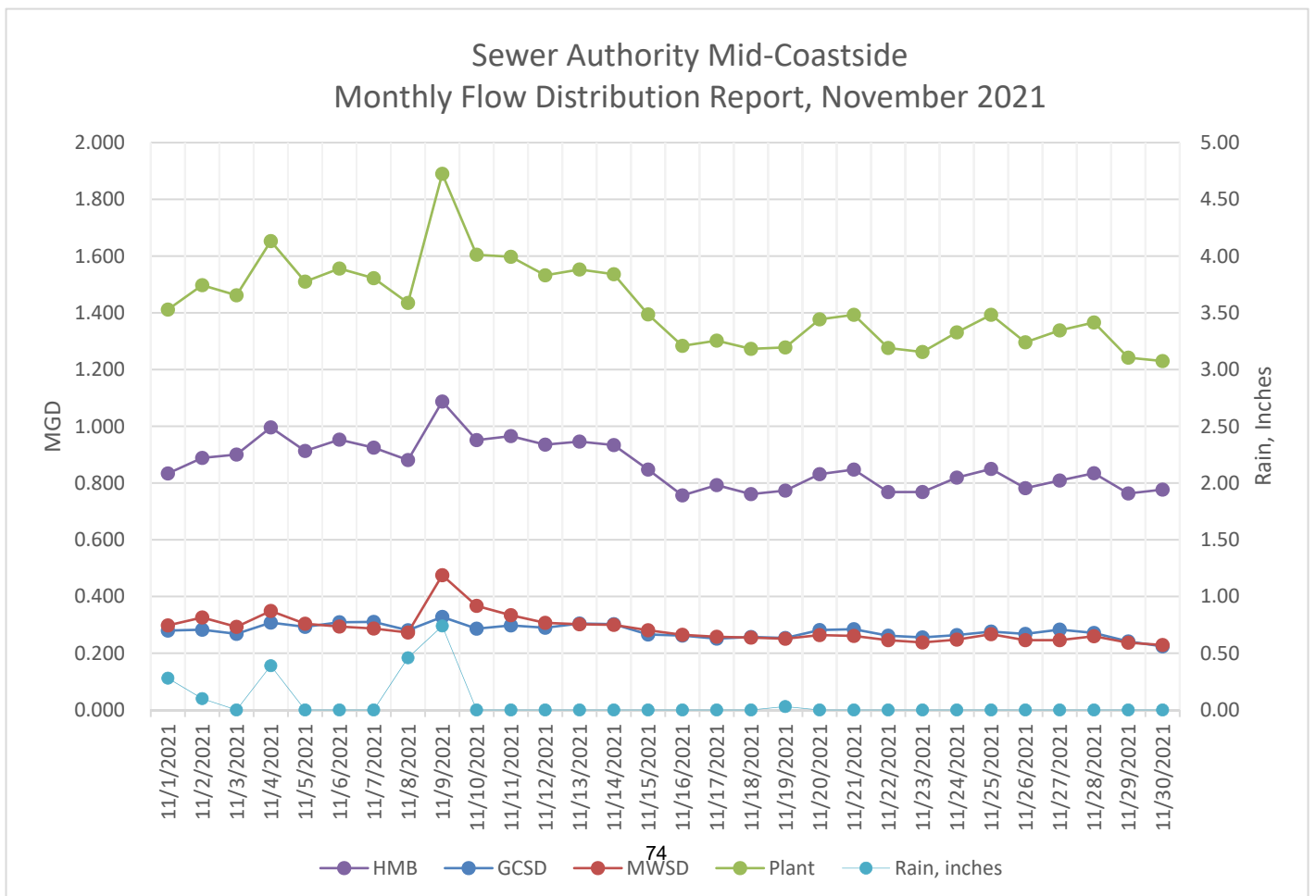
### Flow Distribution Report Summary for November 2021

The daily flow report figures for the month of November 2021  
have been converted to an Average

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

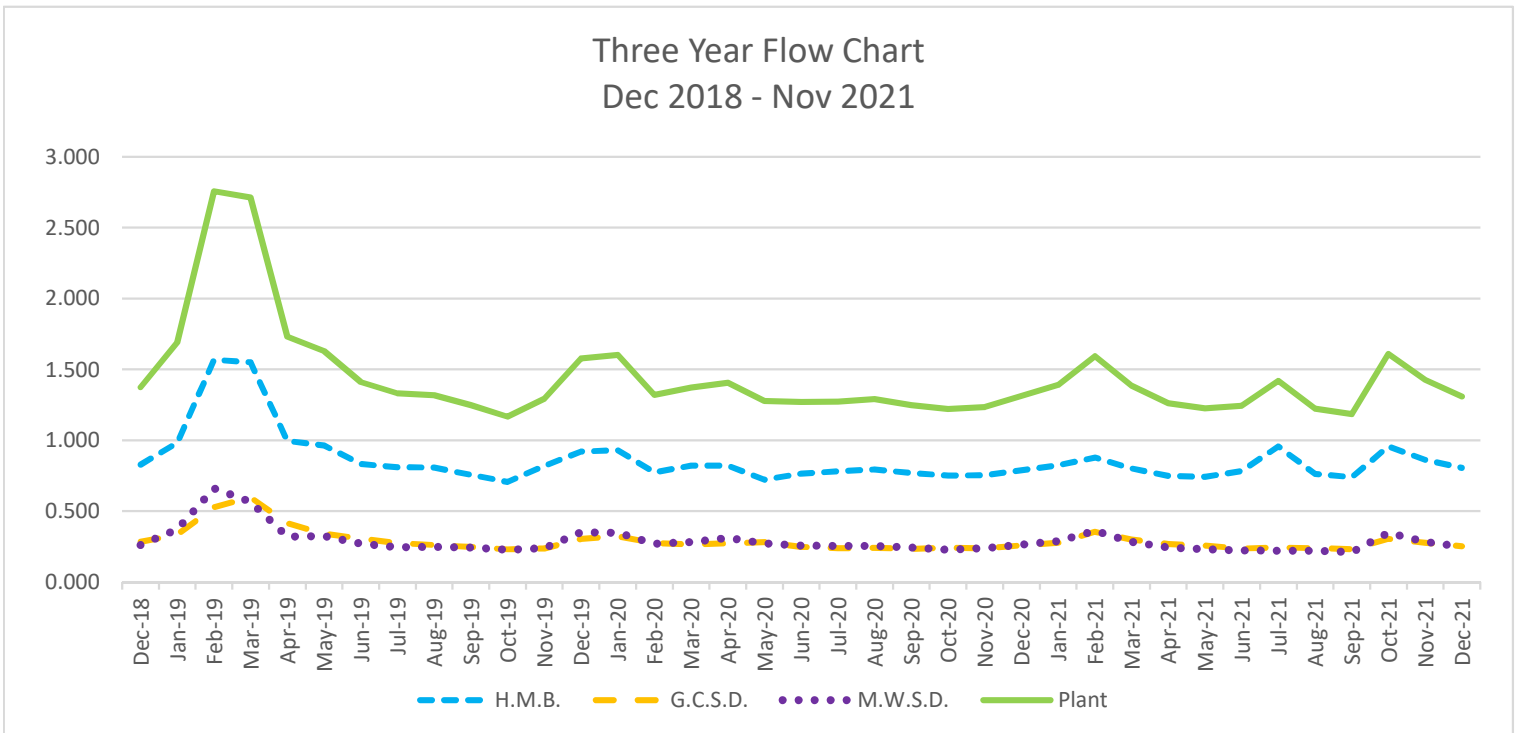
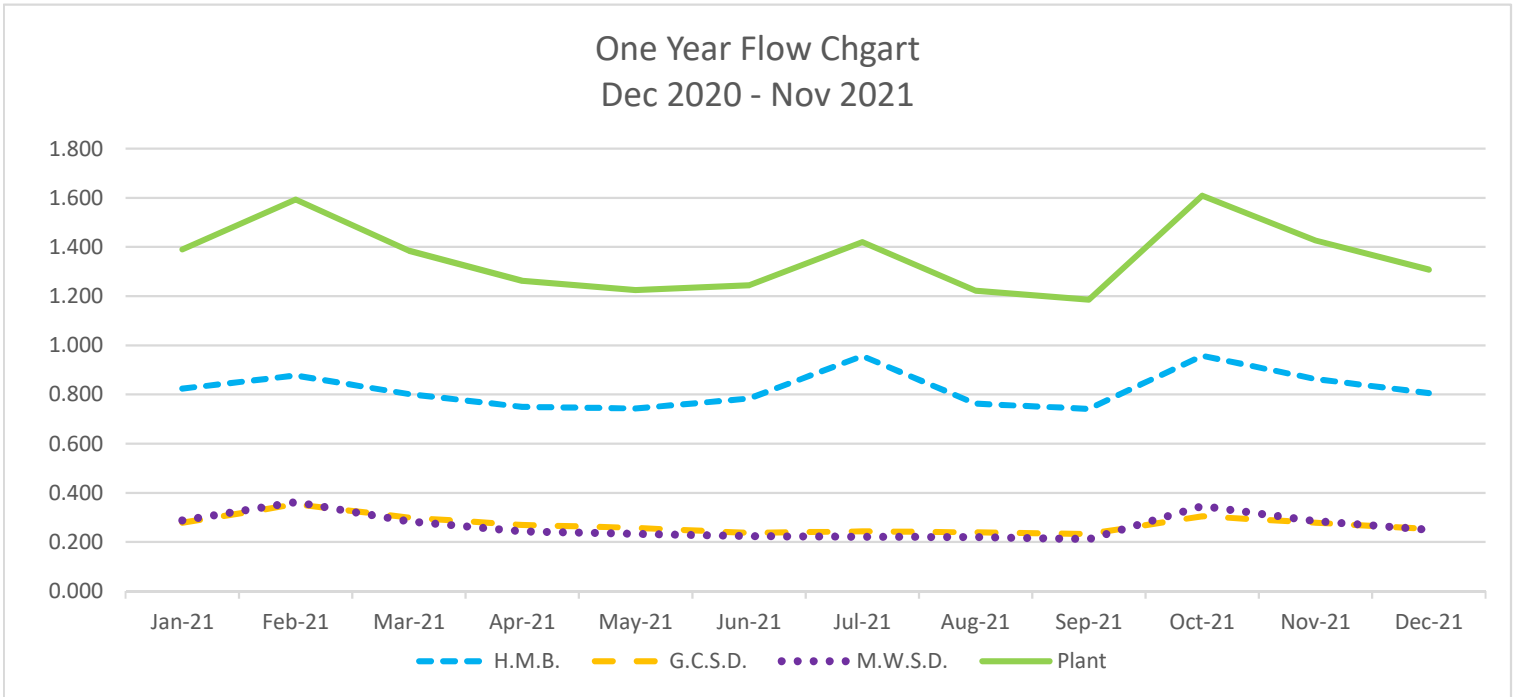
The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.863	60.5%
Granada Community Services District	0.278	19.5%
Montara Water and Sanitary District	<u>0.285</u>	<u>20.0%</u>
<b>Total</b>	<b>1.426</b>	<b>100.0%</b>

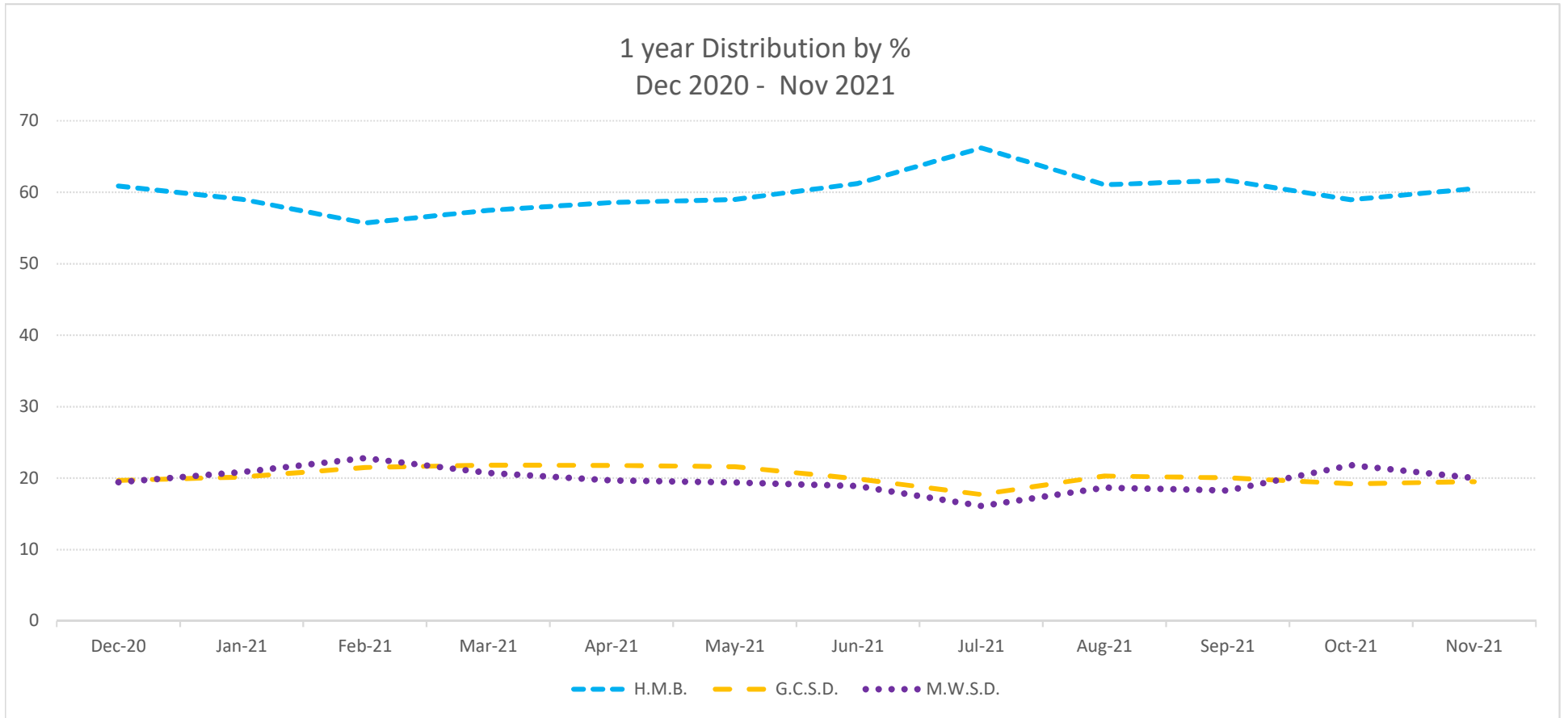




Most recent flow calibration March 2021 PS, March 2021 Plant



# Flow based percent distribution based for past year



**SAM          E-001          November 2021**

Date	Inf TSS mg/l	Eff TSS mg/l	Eff TSS Weekly Avg	TSS % Removal	Inf BOD mg/l	I° Eff BOD mg/l	Eff BOD mg/l	Eff BOD Weekly Avg mg/l
11/1/2021	310	7.10		97.7%	250	170	9.9	
11/2/2021	310	6.20		98.0%	220	180	11.0	
11/3/2021								
11/4/2021								
11/5/2021								
11/6/2021			6.65					10.45
11/7/2021								
11/8/2021	250	9.60		96.2%	270	160	15.0	
11/9/2021	260	10.00		96.2%	210	170		
11/10/2021	240	8.20		96.6%	200	150	19.0	
11/11/2021								
11/12/2021								
11/13/2021			9.27					17.00
11/14/2021								
11/15/2021								
11/16/2021	290	16.00		94.5%	330	210	7.4	
11/17/2021	280	9.40		96.6%	320	220	12.0	
11/18/2021	320	11.00		96.6%	380	180	9.2	
11/19/2021								
11/20/2021			12.13					9.53
11/21/2021								
11/22/2021								
11/23/2021	350	17.00		95.1%	270	230	9.2	
11/24/2021	320	6.50		98.0%	280	210	12.0	
11/25/2021								
11/26/2021								
11/27/2021			11.75					10.60
11/28/2021								
11/29/2021								
11/30/2021								
Count	10	10	4	10	10	10	9	4
Minimum	240	6.20	6.65	94.5%	200	150	7.4	9.5
Average	293	10.10	9.95	96.5%	273	188	11.6	11.9
Maximum	350	17.00	12.13	98.0%	380	230	19.0	17.0
Percent Removal				85				
5 Sample Median								
High								
Low								
Daily Max								
Weekly Max			45					45
Monthly Average		30					30	

**SAM E-001 November 2021**

<b>Date</b>	<b>BOD % Removal</b>	<b>Eff Settleeable Matter mg/l</b>	<b>Eff Settleeable Matter Weekly Avg mg/l</b>	<b>Eff Turbidity NTU</b>	<b>Eff Turbidity Weekly Avg NTU</b>	<b>Chlorine Residual Day Max</b>
11/1/2021	96.0%	0.10		4.10		0.00
11/2/2021	95.0%					0.00
11/3/2021						0.00
11/4/2021						0.00
11/5/2021						0.00
11/6/2021			0.10		4.10	0.00
11/7/2021						0.00
11/8/2021	94.4%	ND		4.10		0.00
11/9/2021	100.0%	0.40		4.7		0.00
11/10/2021	90.5%					0.00
11/11/2021						0.00
11/12/2021						0.00
11/13/2021			0.40		4.40	0.00
11/14/2021						0.00
11/15/2021						0.00
11/16/2021	97.8%	0.10		5.00		0.00
11/17/2021	96.3%	0.21		2.80		0.00
11/18/2021	97.6%					0.00
11/19/2021						0.00
11/20/2021			0.16		3.90	0.00
11/21/2021						0.00
11/22/2021						0.00
11/23/2021	96.6%	0.40		9.00		0.00
11/24/2021	95.7%	0.42		3.30		0.00
11/25/2021						0.00
11/26/2021						0.00
11/27/2021			0.41		6.15	0.00
11/28/2021						0.00
11/29/2021						0.00
11/30/2021						0.00
Count	10	6	4	7	4	30
Minimum	90.5%	0.1	< 0.10	2.80	3.90	0.0
Average	96.0%	0.27	0.27	4.71	4.64	0.0
Maximum	100.0%	0.4	0.4	9.00	6.15	0.0
Percent Removal	85					
5 Sample Median						
High						
Low						
Daily Max				225		4.8
Weekly Max					100	
Monthly Average				75		

**SAM E-001 November 2021**

Date	Chlorine time Minutes	Ammonia Nitrogen Distilled mg/l	Eff pH	Eff Temp	Enterococci MPN	30 day geo mean	Eff DO mg/l	Eff DO % Saturation
11/1/2021	0.00	11.0	6.81	20.3	10		6.37	70.5
11/2/2021	0.00		6.71	20.2			7.20	79.6
11/3/2021	0.00		6.68	20.1			6.77	74.6
11/4/2021	0.00		6.86	19.9			7.08	77.7
11/5/2021	0.00		6.87	19.3			7.47	81.0
11/6/2021	0.00		6.87	19.1		< 10	6.17	66.3
11/7/2021	0.00		6.79	19.4			6.73	72.9
11/8/2021	0.00		6.87	18.9			7.33	78.9
11/9/2021	0.00	18.0	6.83	19.2	10		6.56	71.2
11/10/2021	0.00		6.88	19.6			7.29	79.5
11/11/2021	0.00		6.82	19.8			6.48	70.9
11/12/2021	0.00		6.82	19.7			7.49	81.9
11/13/2021	0.00		6.81	19.7		< 10	6.05	65.7
11/14/2021	0.00		6.82	20.0			6.54	71.9
11/15/2021	0.00		6.84	19.7			6.93	75.8
11/16/2021	0.00		6.97	19.1			6.86	74.1
11/17/2021	0.00	20.0	6.98	19.2	10		6.88	74.2
11/18/2021	0.00		6.89	19.0			7.16	77.3
11/19/2021	0.00		6.92	19.1			7.16	77.4
11/20/2021	0.00		6.89	19.5		< 10	6.71	72.9
11/21/2021	0.00		6.91	19.3			6.54	70.7
11/22/2021	0.00		6.94	19.3			7.02	76.2
11/23/2021	0.00		6.96	18.9			7.00	75.5
11/24/2021	0.00	48.0	6.98	18.6	30		6.84	73.1
11/25/2021	0.00		7.04	18.8			6.97	74.8
11/26/2021	0.00		7.00	19.0			6.92	74.6
11/27/2021	0.00		6.96	18.6		< 14.000	6.78	72.3
11/28/2021	0.00		6.99	19.1			6.81	73.2
11/29/2021	0.00		7.00	19.2			6.88	74.5
11/30/2021	0.00		7.14	18.6			6.99	74.7
Count	30	4	30	30	4	4	30	30
Minimum	0.00	11.0	6.68	18.6	< 10	< 10	6.05	65.7
Average	0.0	24.3	6.90	19.3	< 15	< 11	6.87	74.5
Maximum	0.00	48.0	7.14	20.3	30	< 14.0	7.49	81.9
Percent Removal								
5 Sample Median						2,800		
High			9					
Low			6					
Daily Max					8,300			
Weekly Max								
Monthly Average								

# Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, November 2021

## November 2021

	Total	Number of S.S.O's			
		HMB	GCSD	MWSD	SAM
Roots	0	0	0	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	1	1	0	0	0
<b>Total</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>0</b>	<b>0</b>
		<b>100%</b>			

## 12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCSD	MWSD	SAM
Roots	2	1	0	1	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	2	1	0	1	0
<b>Total</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>2</b>	<b>0</b>
		<b>50%</b>	<b>0%</b>	<b>50%</b>	<b>0%</b>

## Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCSD	MWSD	SAM
November 2021	1	1	0	0	0
12 Month Moving Total	4	2	0	2	0

## SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCSD	MWSD	SAM
November 2021	1.0	2.7	0.0	0.0	0.0
12 Month Moving Total	3.8	5.4	0.0	7.4	0.0
Category 1	0.0	0.0	0.0	0.0	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	3.8	5.4	0.0	7.4	0.0
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

## 12 Month Rolling Total Sewer Cleaning Summary

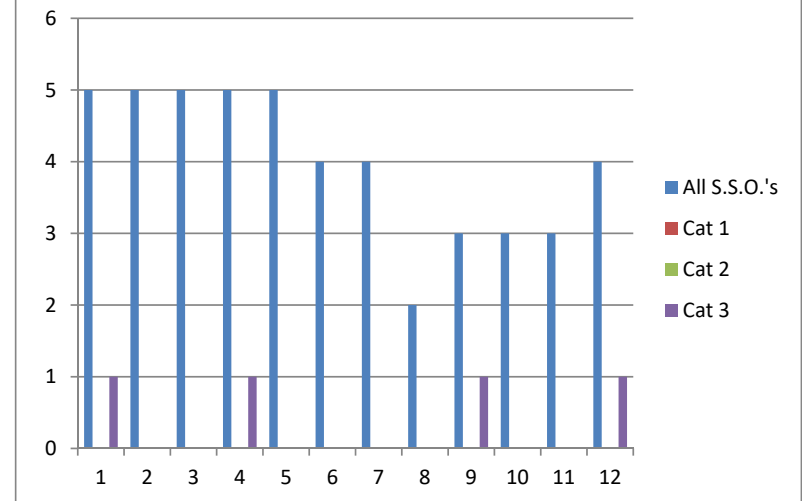
Month	HMB	GCSD	MWSD	Total Feet	Total Miles
Dec - 20	17,235	16,367	4,540	38,142	7.2
Jan - 21	9,147	11,987	2,909	24,043	4.6
Feb - 21	8,887	7,652	5,483	22,022	4.2
Mar - 21	12,401	11,943	4,691	29,035	5.5
April - 21	10,839	2,172	6,565	19,576	3.7
May - 21	12,472	986	6,281	19,739	3.7
June - 21	10,450	3,278	4,743	18,471	3.5
July - 21	13,852	9,054	3,571	26,477	5.0
Aug - 21	9,803	7,616	8,952	26,371	5.0
Sep - 21	10,059	8,794	8,659	27,512	5.2
Oct - 21	14,319	13,526	10,400	38,245	7.2
Nov - 21	1,567	11,465	10,878	23,910	4.5

Annual ft	131,031	104,840	77,672	313,543	
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Annual Mi.	24.8	19.9	14.7		59.4
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Attachment C

## 12 Month Moving SSO Totals Through November 2021



# TASK SUMMARY- GCSD 2021-2022

Task	Target Total	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total to Date	% Complete
Sewer Line Cleaning	87,000	7,608	5,724	4,139	11,880	10,050								39,401	45%
Hot Spot Cleaning	5,400	1,587	1,762	3,052	3,019	1,906								11,326	210%
Lift Station Inspection - Daily	52	4	4	5	4	4								21	0%
Lift Station Inspection - Annually	3	-	-	-	-	-								-	0%
Maint. Work Orders - Completed	-	4	4	5	4	4								21	-
Maint. Work Orders - Incomplete	-		-	-	-	-								-	-
Manhole Inspection	879	44	41	37	69	54								245	28%
USA Markings	372	74	74	46	44	43								281	76%
F.O.G. Inspections Completed	10	-	-	-	19	-								19	190%
F.O.G. Inspections Passed	10	-	-	-	8	-								8	80%
F.O.G. Inspection Failed	-	-	-	-	11	-								11	-
Lateral Inspections	-	-	-	2	1	-								3	-
Customer Service Call - Reg	-	2	-	2	4	2								10	-
Customer Service Call - OT	-	-	1	1	1	1								4	-
SSO Response - Category 1	-	-	-	-	-	-								-	-
SSO Response - Category 2	-	-	-	-	-	-								-	-
SSO Response - Category 3	-	-	-	-	-	-								-	-
Insurance Claims Filed	-	0	0	0	0	0								-	-





**ITEM #7**





## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

December 16, 2021

THIS MEETING WAS HELD VIA TELE-CONFERENCE AS PERMITTED BY STATE EXECUTIVE ORDER N-08-21.

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

The Special Meeting was called to order at 7:05 pm.

### **ROLL CALL**

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

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

### **GENERAL PUBLIC PARTICIPATION**

The manager from Sam's Chowder House asked for consideration regarding Recology's compacted garbage rates, as he is considering buying a compactor to reduce the number of pick-ups and litter issues, which will benefit the environment. He stated that the monthly cost for Recology service doesn't save him enough to justify the cost of buying a compactor.

### **SPECIAL MEETING AGENDA**

- 1. Approve a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Granada Community Services District for a Period of 30 Days Pursuant to the Brown Act.**

**ACTION:** Director Dye moved to approve the Resolution. (Dye/Suchomel).

Approved 4-0.

### **ADJOURN TO CLOSED SESSION**

- 2. Conference with Real Property Negotiator (Government Code Section 54956.8). Property: Avenue Alhambra (no street address), El Granada, California, APN 047-251-070.**

District's Negotiator: Chuck Duffy

Negotiating parties: Laura Silvestri Trust and Granada Community Services District

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

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

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

**RECONVENE TO OPEN SESSION**

There was no reportable action taken in Closed Session.

**ADJOURN SPECIAL MEETING**

**CALL REGULAR MEETING TO ORDER**

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

**ROLL CALL**

**GENERAL PUBLIC PARTICIPATION**

None.

**REGULAR MEETING AGENDA**

**1. Election of Board Officers.**

President Clark opened the nominations for Board President. Director Suchomel nominated Director Dye. Approved 4-0.

President Clark opened the nominations for Board Vice President. Director Clark nominated Director Marsh. Approved 4-0.

Director Dye assumed the position of Board President.

**2. Appoint Sewer Authority Mid-Coastside Representatives and Alternates, and Approve Associated Resolution.**

**ACTION:** Director Marsh moved to appoint Directors Dye and Clark as the District's SAM Representatives, and Directors Suchomel and Marsh as the SAM alternates (in that order). (Marsh/Clark). Approved 4-0.

**3. Appoint Representative to the San Mateo County Chapter of the California Special Districts Association.**

**ACTION:** Director Clark moved to reappoint Director Suchomel as the CSDA Representative for the District. (Clark/Marsh). Approved 4-0.

**4. Report on Recology of the Coast Solid Waste Disposal and Recycling Rate Increase for 2022.**

Chris Porter and Mike King of Recology were present, and Ms. Porter explained that Recology suffered a significant loss in commercial business revenue last year due to the Covid-19 pandemic, plus they incurred additional costs related to the implementation of SB 1383. She provided a chart comparing garbage rates with the City of Pacifica and MWSD, showing that GCSD's rates are still lowest even with the rate increase. The Board and staff thanked Recology for a successful and complaint free year.

**ACTION:** Director Marsh moved to approve the Recology rate schedule as presented. (Marsh/Clark). Approved 4-0.

**5. Consideration of Second Reading of Ordinance Adopting Mandatory Organic Waste Disposal Reduction Regulations (SB 1383).**

**ACTION:** Director Suchomel moved to approve waiving the full second reading of the Ordinance, and to adopt the mandatory organic waste disposal reduction regulations by title. (Suchomel/Clark). Approved 4-0.

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

Director Dye reported that she and Director Marsh, as the Community Center Ad Hoc Committee, were drafting an RFQ for architects to design the Community Center. She also provided an update on the Jr. Land Stewards Program funded by the District.

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

Directors Dye and Clark reported on the recent SAM meetings.

**CONSENT AGENDA**

**8. November 18, 2021 Special and Regular Meeting Minutes.**

**9. December 2021 Warrants.**

**10. October 2021 Financial Statements.**

**11. Assessment District Distribution #5-21/22.**

**ACTION:** Director Marsh moved to approve the Consent Agenda. (Marsh/Clark). Approved 4-0.

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

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

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

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

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

**17. Future Agenda Items.**

**ADJOURN REGULAR MEETING**

The Regular Meeting was adjourned at 9:02 p.m.

ATTEST:

SUBMITTED BY:

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

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

Date Approved by Board: January 20, 2022



**ITEM #8**





**Granada Community Services District**  
**January 2022 Warrants**  
For the January 20, 2022 Board of Director's Meeting

<b>Date</b>	<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Account</b>	<b>Amount</b>
12/16/21	9080	Alhambra & Sierra Springs	Invoice dtd 11/25/21	6140 · Office Supplies	39.42
12/16/21	9081	AT&T	Nov Svcs	6170 · Utilities	98.20
12/16/21	9082	Bell Plumbing	Lateral Repair-930 Ave Balboa	5060 · Lateral Repairs	6,280.00
12/16/21	9083	Joe Guistino	Backflow-480 Ave Alhambra	6135 · Other Property Maint.	225.00
12/16/21	9084	Kikuchi & Kankel Design Group	Burnham Park Design-Nov 2021 Svcs	5130 · Parks & Rec Professional Svcs	2,643.75
12/16/21	9085	SWRCB	Annual Permit Fee 07/01/21-06/30/22	6220 · Miscellaneous	3,326.00
12/16/21	9086	Wittwer & Parkin	Nov 2021 Svcs	6220 · Miscellaneous	17,746.70
01/20/22	9087	AT&T	01/05/22-02/04/22 Svcs	6170 · Utilities	88.49
01/20/22	9088	Barbara Dye	12/16/21 GCSD, 12/13/21 & 12/29/21 SAM	6040 · Directors' Compensation	235.00
01/20/22	9089	CliftonLarsonAllen LLP	Dec 2021	6152 · Accounting	2,500.00
01/20/22	9090	Column Software PBC	Ord 175-Organic Waste Ord	6160 · Publications & Notices	5,423.00
01/20/22	9091	Comcast	01/13/21-02/12/22 Svcs	6170 · Utilities	201.98
01/20/22	9092	Delia Olivas-Comito	For Deposit in Petty Cash	1020 · Petty Cash	376.63
01/20/22	9093	Dudek	11/27/21-12/31/21 Prof. Svcs	6151 · General Manager	10,205.00
01/20/22	9094	EDD	Claim Liab Ltr dtd 01/7/22	6063 · Employer Payroll Taxes	761.36
01/20/22	9095	Eric Suchomel	12/16/21 GCSD	6040 · Directors' Compensation	145.00
01/20/22	9096	Fechter & Company, CPAs	Auditing Svcs - FYE 06/30/21	6010 · Auditing	8,430.94
01/20/22	9097	Gaetani Real Estate	Office Lease-Feb 2022	6120 · Office Lease	4,550.00
01/20/22	9098	Golden Bay Construction	Naples Beach Sewer Project-2	1617-1 · Medio Creek Xing/Mirada Sewer	20,582.95
01/20/22	9099	Hue & Cry, Inc	Jan 2022 Pump Stn Alarm & Qrtly Ofc Alarm Jan-Mar 2022	6170 · Utilities	121.90
01/20/22	9100	Kennedy Jenks	Sum 174 & 175	6070 · Engineering Services	19,786.60
01/20/22	9101	Matthew Clark	12/16/21 GCSD, 12/13/21 & 12/29/21 SAM	6040 · Directors' Compensation	235.00
01/20/22	9102	Nancy Marsh	12/16/21 GCSD	6040 · Directors' Compensation	145.00
01/20/22	9103	Pacifica Community TV	11/3/21 & 11/18/21 GCSD	6180 · Video Taping	600.00
01/20/22	9104	PG&E	Pump Stn Inv dtd 12/16/21	6170 · Utilities	270.89
01/20/22	9105	PGE	Office Inv dtd 12/23/21	6170 · Utilities	70.45
01/20/22	9106	Rodolfo Romero	01/06/22 & 01/20/22 Ofc Cleaning	6130 · Office Maintenance & Repairs	140.00
01/20/22	9107	Sewer Authority Mid-Coastside	Jan 2022 Asmts	5020 · SAM-Admin/Treat/Env/Inf/Coll	147,617.38
01/20/22	9108	Tri Counties Bank	Dec 2021 Card Charges	6140 · Office Supplies	14.99
01/20/22	9109	US Bank	Jan 2022 Svcs	6020 · Copier Lease	357.78
01/20/22	9110	Verizon Wireless	Dec 2021	6170 · Utilities	134.23
01/20/22	9111	Wittwer & Parkin	Dec 2021 Svcs	6090 · Legal Services	14,594.29
<b>TOTAL</b>					<b>267,947.93</b>



**ITEM #9**



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

	Jul 1, 2021 - November 30, 2021	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2021/2022 Budget
<b>Revenues</b>				
Operating Revenue				
4010 · Property Tax Allocation	\$ 543	\$ -	\$ 543	\$ -
4015 · Park Tax Allocation	64,239	354,165	(289,926)	850,000
4020 · Sewer Service Charges-SMC	(580)	754,165	(754,745)	1,810,000
4021 · Sewer Svc Charges Pro-rated	3,421	-	3,421	-
4030 · AD OH Reimbursement	6,501	13,333	(6,832)	32,000
4040 · Recology Franchise Fee	15,655	13,750	1,905	33,000
Total Operating Revenue	<u>89,779</u>	<u>1,135,413</u>	<u>(1,045,634)</u>	<u>2,725,000</u>
Non Operating Revenue				
4120 · Interest on Reserves	1,829	7,500	(5,671)	18,000
4130 · Connection Fees	11,978	11,667	311	28,000
4150 · Repayment of Adv to AD-NCA	-	81,375	(81,375)	195,300
4155 · Repayment of Adv to AD-ARF	-	47,792	(47,792)	114,700
4160 · SAM Refund from Prior Yr	-	417	(417)	1,000
4170 · ERAF Refund	265,134	104,167	160,967	250,000
4180 · Misc Income	18,792	2,083	16,709	5,000
Total Non Operating Revenue	<u>297,733</u>	<u>255,001</u>	<u>42,732</u>	<u>612,000</u>
Total Revenues	<u>387,512</u>	<u>1,390,414</u>	<u>(1,002,902)</u>	<u>3,337,000</u>
<b>Expenses</b>				
Operations				
5010 · SAM - General	408,738	408,738	-	980,971
5020 · SAM - Collections	101,922	101,922	-	244,612
5021 · Lift Station Maint.	804	-	(804)	-
5050 · Mainline System Repairs	-	4,167	4,167	10,000
5060 · Lateral Repairs	-	10,417	10,417	25,000
5065 · CCTV	-	6,250	6,250	15,000
5070 · Pet Waste Station	-	500	500	1,200
5110 · RCD - Parks	-	12,500	12,500	30,000
5120 · Half Moon Bay Reimb - Parks	9,030	162,083	153,053	389,000
5130 · Parks & Rec Professional Services	27,186	125,000	97,814	300,000
Total Operations	<u>547,680</u>	<u>831,577</u>	<u>283,897</u>	<u>1,995,783</u>

*No assurance is provided on these financial statements.*

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

	Jul 1, 2021 - November 30, 2021	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2021/2022 Budget
Expenses (Continued)				
Administration				
6010 · Auditing	\$ 1,325	\$ 6,667	\$ 5,342	\$ 16,000
6020 · Copier lease	2,554	2,500	(54)	6,000
6040 · Directors' Compensation	5,250	4,583	(667)	11,000
6050 · Education & Travel Reimb	28	833	805	2,000
6060 · Employee Compensation				
6061 · Employee Salaries	91,366	91,667	301	220,000
6062 · Medical Ins.	13,566	18,071	4,505	43,370
6063 · Employer Payroll Taxes	7,649	21,513	13,864	51,630
6064 · CALPERS Contribution	25,942	-	(25,942)	-
6060 · Employee Compensation - Other	564	-	(564)	-
6070 · Engineering Services	43,625	8,333	(35,292)	20,000
6080 · Insurance	1,946	14,583	12,637	35,000
6090 · Legal Services	13,378	16,667	3,289	40,000
6095 · Legal Services for Case Related Legal	36,340	37,500	1,160	90,000
6100 · Memberships	6,662	3,750	(2,912)	9,000
6110 · Newsletter	-	2,917	2,917	7,000
6120 · Office Lease	22,500	25,000	2,500	60,000
6130 · Office Maintenance & Repairs	700	1,250	550	3,000
6135 · Other Property Maint.	75	-	(75)	-
6140 · Office Supplies	2,393	1,250	(1,143)	3,000
6150 · Professional Services				
6151 · General Manager	49,800	35,417	(14,383)	85,000
6152 · Accounting	10,000	13,333	3,333	32,000
6150 · Professional Services - Other	2,960	-	(2,960)	-
6150 · Professional Services	62,760	48,750	(14,010)	117,000
6160 · Publications & Notices	390	833	443	2,000
6170 · Utilities	4,035	5,000	965	12,000
6180 · Video Taping	1,500	1,667	167	4,000
6190 · Computers	2,736	1,042	(1,694)	2,500
6220 · Miscellaneous	5,364	6,248	884	15,000
6230 · Bank Service Charges	253	-	(253)	-
6310 · Park Related Misc Expenses	10,389	-	(10,389)	-
Total Administration	<u>363,290</u>	<u>320,624</u>	<u>(42,666)</u>	<u>769,500</u>
Capital Projects				
1213-1 · Naples Bch PS & FM Real.	783	-	-	-
1617-1 · Medio Creek Xing Crossing	388,443	166,667	(221,776)	400,000
7005 · Manhole Rising	3,828	-	(3,828)	-
7010 · Sewer Main Replacement (CIP)	233,947	120,833	(113,114)	290,000
7100 · SAM - Infrastructure	211,690	211,690	-	508,056
7500 · Projects - Parks	-	54,167	54,167	130,000
Total Capital Projects	<u>838,691</u>	<u>553,357</u>	<u>(285,334)</u>	<u>1,328,056</u>
Total Expenses	<u>1,749,661</u>	<u>1,705,558</u>	<u>(44,103)</u>	<u>4,093,339</u>
Net Income/(Loss)	<u>\$ (1,362,149)</u>	<u>\$ (315,144)</u>	<u>\$ (1,047,005)</u>	<u>\$ (756,339)</u>

No assurance is provided on these financial statements.

**ITEM #10**





**DISTRIBUTION REQUEST NO.: #6-21/22**  
**BOND ADMINISTRATION FUND**  
**(Account Number: 94673305)**

**DISTRIBUTION TOTAL: \$10,196.61**

\$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:  
January 20, 2022

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Chuck Duffy, Finance Officer/Treasurer

# SCHEDULE "A"

DISTRIBUTION REQUEST NO.: #6-21/22

DATE: January 20, 2022  
DISTRIBUTE FROM ACCOUNT #: 94673305  
ACCOUNT NAME: Bond Administration Fund  
DISTRIBUTION AMOUNT: \$ 10,196.61

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

<b>Payee</b>	<b>Mailing Address</b>	<b>Services Provided</b>	<b>Amount</b>
CliftonLarsonAllen	P.O. Box 31001-2443, Pasadena, CA 91110	2020/21 FY AD Acct. Fees	\$ 6,000.00
dta/Asmt Engineering	5000 Birch St. #3000, Newport Beach, CA 92660	2020/21 FY Admin. Svcs	\$ 541.80
Fechter & Co.	3445 American River Dr. A, Sacramento, CA 95864	6/30/20 Audit	\$ 1,487.81
GCSD	P.O. Box 335, El Granada, CA 94018	GCSD OH Reim-Jan 2022	\$ 2,167.00
<b>TOTAL:</b>			<b>\$ 10,196.61</b>

**ITEM #11**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**ITEM #12**





**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**ITEM #13**



**GRANADA COMMUNITY SERVICES DISTRICT**

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**AGENDA NOTICE**

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There are no documents for this Agenda Item.



**ITEM #14**





GRANADA COMMUNITY SERVICES DISTRICT

Administrative Staff Report

Period: December 11, 2021 to January 14, 2022

To: Board of Directors

From: Delia Comito, Assistant General Manager

Date: January 20, 2022

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

**APPLICATIONS RECEIVED** – There was one application received this period:

Date	Class	Owner or Agent	APN	Address	Sq. Ft.	Zone
07/02/21	2D	SMC Harbor Dist.	047-263-010	RV Park, Cabrillo Hwy	180,524	-
07/06/21	ADU	Semprevivo	048-033-290	245 Medio Ave, EG	10,000	R-1/B-1
07/26/21	1A	Silva	047-173-150	San Pedro Ave, EG	9,545	R-1/S-17
08/09/21	1A	Perrone	047-094-160	324/326 Sonora Ave, EG	5,500	R-1/S-17
08/30/21	1A	515 Hermosa LLC	048-063-420	515 Hermosa Way, Miramar	9,600	R-1/S-94
09/02/21	1A	Moules	047-208-100	Ave Portola, EG	3,056	R-3/S-3
09/20/21	ADU	Freestone	047-056-290	936 San Carlos, EG	6,101	R-1/S-17
09/27/21	ADU	Loubal	037-333-140	105 Harbour, EG	4,212	R-1/S-17
10/21/21	2M	Clonea LLC	047-204-020	516 Ave Alhambra, EG	7,824	C-1/S-3/DR
10/25/21	2D	Point Pillar Prop.	047-081-430	100 Capistrano Road, EG	41,350	CCR/DR
11/12/21	ADU	Burington	047-131-090	430 Vallejo St, EG	6,875	R-1/S17
12/03/21	1A	Cohn	047-127-520	231 The Alameda	6,000	R-3/S-3
01/11/22	ADU	Hernandez	047-126-210	219 Palma St, EG	6,000	R-1/S17

Note: Shaded information was previously reported.

**PERMITS ISSUED** – There was one sewer permit issued this period:

Permit #	Class	Date	Owner or Agent	APN	Address	Sq. Ft.	Zone
3216	ADU	07/09/21	Semprevivo	048-033-290	245 Medio Ave, HMB	10,000	R-1/B-1
3217	1A	07/13/21	Zheng	047-151-120	639 El Granada Blvd, EG	5,230	R-1/S-17
3218	1A	07/16/21	Sanchez-Contreras	047-244-240	519 Isabella Ave, EG	5,000	R-1/S-17
3219	1A	08/02/21	O'Connor	047-103-010	538 Valencia Ave, EG	6,250	R-1/S-17
3220	1A	10/08/21	Perrone	047-094-160	324/326 Sonora Ave, EG	5,500	R-1/S-17
3221	2M	01/04/22	Clonea LLC	047-204-020	516 Ave Alhambra, EG	7,824	C-1/S-3/DR

Note: Shaded information was previously reported.

**SEWER HOOK-UPS** - There were no sewer hook-ups this period.

Date	Class	Permit #	Issued	Owner	APN	Address
07/02/21	1A	3201	03/10/20	Kroll	047-092-260	100 Vallejo St, EG
07/07/21	1A	3202	06/12/20	Randle	047-153-240	600 El Granada Blvd, EG
08/17/21	1A	3210	01/27/21	Steadman*	047-212-150	463 The Alameda, EG
08/23/21	1A	3209	01/21/21	Steadman*	047-282-160	900 The Alameda, EG
09/20/21	ADU	Attached	N/A	Freestone	047-056-290	936 San Carlos, EG
09/21/21	1A	3180	09/14/18	Reavill	047-055-120	438 Sevilla Ave, EG
10/05/21	1A	3217	07/14/21	Zheng	047-151-120	639 El Granada Blvd, EG
10/14/21	1A	3211	01/27/21	Steadman*	047-282-150	226 Ave Cabrillo, EG

\*Change in ownership to 375 La Prenda, LLC.

Note: Shaded information was previously reported.

**REPAIRS** - There were no lateral repairs this period.

Date	Type	Problem	Location or Address	Cause	Cost
12/01/2	Lat Replacement	Back-up	930 Ave Balboa, EG	Offset & Roots	6,280.00

**SPECIAL NOTE:**

Staff is currently wrapping up the outstanding audit items. I hope to have a draft report by February or March.

A couch and some chairs appeared by the skate ramp last week. I contacted Recology and they agreed to remove them as soon as possible.

**ITEM #15**



January 13, 2022

## Memorandum

To: Granada Community Services District  
From: John H. Rayner, District Engineer  
Subject: Engineer's Report for January 2022

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### **6-Year CIP, Project 1**

The project has been completed and a Notice of Completion was filed, and no mechanic's liens have been filed so the retainage of \$24,438.80 can now be paid to the Contractor.

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

The project has been completed and a Notice of Completion was filed, and no mechanic's liens have been filed so the retainage of \$20,582.95 can now be paid to the Contractor. This also includes retainage from the Mirada Sewer North of Mirada Creek that was constructed as a change order to this project.

### **Naples Beach Project - Phase 2 Emergency Change Orders**

During the heavy rainstorms in December, GCSD experienced two issues that needed to be resolved on an emergency basis. The first was failed AC sewer trench pavement on Isabella Avenue and the second was the collapse of the County's old bridge over Medio Creek that sheared off GCSD's abandoned sewer attached to the bridge. Both repairs were made by Golden Bay Construction as change orders to its Phase 2 construction contract. The repairs are described in more detail on the enclosed KJ January 12<sup>th</sup> memo. We recommend payment to Golden Bay Construction of \$16,161.81 for the Isabella Ave repair and \$2,393.14 for the Medio Creek sewer repair.

### **Status of Medio Creek Sewer Crossing**

Now that the old bridge has collapsed, concrete rubble from the bridge and lengths of GCSD's abandoned 10" ductile iron pipe are now on the bottom of Medio Creek. The pipe and concrete rubble will need to be removed once it's safe, probably late spring when there is little or no creek flow.

### **Big Wave**

1. Construction of the mainline extension sewer along Airport Street was delayed after constructing the sewer north about 650' from the intersection of Airport Street and Stanford Avenue just before reaching two large culverts that cross the road. A 14" steel

Memorandum

Granada Community Services District

January 13, 2022

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casing will be jack and bored under twin 48" culverts to accommodate inserting the 8" sewer pipe. At this time, we are not sure when the work will restart. After the casing is installed, sewer construction will resume along Airport Street to the Big Wave site.

2. Big Wave submitted plans for its proposed "Storage Facility". Although labeled a Storage Facility, the building contains 10 ground level garages each with a floor drain piped to the sewer. Also above each garage unit on a second floor is an office including a toilet and sink. One of the units is a double and has 2 toilet rooms. Big Wave was advised several months ago that they will need to file a sewer permit for the building and will be assessed a separate connection fee for the building.

January 13, 2022

## Memorandum

To: Delia Comito & Chuck Duffy  
From: Michael McEvoy, Xiangquan Li, John Rayner  
Subject: Isabella Ave. Pavement Repair and Abandoned Sewer Crossing Medio Creek

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### Project 1 – Closeout

The County of San Mateo has signed off on the encroachment permit for Project 1. With this permit closeout, Kennedy Jenks recommends releasing the total retained value of \$24,438.80 to Devaney Engineering.

### Isabella Ave Asphalt Repair

After the large rainfall events in December 2021, the asphalt layer above GCSD's sewer main on Isabella Ave (near the intersection with Palma St) failed and posed safety concerns for pedestrian and vehicular traffic. KJ retained the services of Golden Bay Construction on their existing contract with the District to repair the asphalt repair. An emergency encroachment permit was obtained from the County of San Mateo to perform the work. The County provided instruction to replace the asphalt layer with a minimum 8" layer of asphalt and to check the condition of backfill.

Upon opening the trench, the backfill layer was discovered to be compacted and dry. Surface water runoff was observed flowing under the asphalt layer, which caused the existing asphalt to fail. Golden Bay replaced the asphalt layer with a 10" layer per the County's instructions. This work was tracked on a T&M basis and was completed on a Saturday before predicted wet weather.

The total cost of this work is \$16,161.81. Kennedy Jenks has reviewed the T&M tickets submitted by the contractor and recommends approval of the payment.

### Medio Creek Bridge Crossing – MH Fill

After a large storm in December 2021, San Mateo County's Medio Creek Pedestrian Bridge collapsed. An abandoned sewer pipe that was attached to the bridge broke with the collapse of the bridge. The buried portion of the abandoned sewer remained but was protruding on each bank of Medio Creek. The exposed sewer on the south bank had a minor trickle of liquid dripping on the creek bank. It was confirmed that the liquid was groundwater, not sewage. The

## Memorandum

Page 2

County was concerned about bank erosion from the dripping groundwater and asked GCSD to stop the flow. Golden Bay Construction agreed to fill the abandoned upstream manhole and the pipe with a low strength concrete slurry called CDF on a T&M basis. The work was done which immediately stopped the flow of groundwater.

The total cost of this work is \$2,393.14. Kennedy Jenks has reviewed the T&M tickets submitted by the contractor and recommends approval of payment to Golden Bay Construction.

### Attachments:

Devaney Engineering – Project 1 – Progress Payment Request #3  
Golden Bay Construction – Isabella Ave Paving Repair – T&M Tickets  
Golden Bay Construction – Medio Creek Bridge Crossing MH Fill – T&M Tickets



**Project:** Sewer Replacement Project  
**Owner:** Granada Community Services District  
**Period:** Aug - Nov 2021  
**Purchase Order:**  
**DEI Job No.:** 140

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

Date: November 8, 2021

140 - PP3

BID ITEM NO.	DESCRIPTION	UNITS	QTY	UNIT PRICE	CONTRACT PRICE	% THIS PERIOD	% TO DATE	QUANTITY THIS PERIOD	QUANTITY TO DATE	COST THIS PERIOD	COST TO DATE
<b>General Mobilization</b>											
1.	Mobilization/Demobilization	LS	1	\$15,000.00	\$15,000.00	33%	100%	0.33	1.00	\$4,950.00	\$14,950.00
2.	Traffic Control	LS	1	\$10,000.00	\$10,000.00	0%	100%	0.00	1.00	\$0.00	\$10,000.00
3.	All Sheeting, Shoring and Bracing	LS	1	\$10,000.00	\$10,000.00	0%	100%	0.00	1.00	\$0.00	\$10,000.00
4.	Sheet C-01 - 8" SS In Street	LF	444	\$145.00	\$64,380.00	0%	100%	0.00	444.00	\$0.00	\$64,380.00
5.	Sheet C-02 - 8" SS In Street	LF	442	\$145.00	\$64,090.00	0%	100%	0.00	442.00	\$0.00	\$64,090.00
6.	Sheet C-03 - 8" SS in Street	LF	59	\$145.00	\$8,555.00	0%	100%	0.00	59.00	\$0.00	\$8,555.00
7.	Sheet C-03 - 6" SS In Street , Spot Repair	LS	1	\$7,000.00	\$7,000.00	0%	100%	0.00	1.00	\$0.00	\$7,000.00
8.	Sheet C-04 - 8" SS In Street	LF	390	\$145.00	\$56,550.00	0%	100%	0.00	390.00	\$0.00	\$56,550.00
9.	Sheet C-06 - 8" SS In Street - PB(3)	LF	150	\$145.00	\$21,750.00	0%	100%	0.00	150.00	\$0.00	\$21,750.00
10.	Alternative to Bid Item 9 Sheet C-06 8" SS In Street - OC	LF	150	\$30.00	\$4,500.00	0%	100%	0.00	150.00	\$0.00	\$4,500.00
11.	Sheet C-06 6" SS In Street – OC, Spot Repair	LS	1	\$7,000.00	\$7,000.00	0%	100%	0.00	1.00	\$0.00	\$7,000.00
12.	Dewatering	LS	1	\$1,000.00	\$1,000.00	0%	100%	0.00	1.00	\$0.00	\$1,000.00
13.	Sheets C-01, 02, 03, & 06 Lateral Replacement and Reconnection	EA	14	\$3,500.00	\$49,000.00	0%	100%	0.00	14.00	\$0.00	\$49,000.00
14.	Sheet C-06 A. Manhole G5-34 Replacement	LS	1	\$7,500.00	\$7,500.00	0%	100%	0.00	1.00	\$0.00	\$7,500.00
	Sheet C-06 B. Manhole G5-33 Repair	LS	1	\$3,000.00	\$3,000.00	0%	100%	0.00	1.00	\$0.00	\$3,000.00
15.	Allowance Item, Sheet C-05 6" SS In Street	LF	184	\$145.00	\$26,680.00	0%	100%	0.00	184.00	\$0.00	\$26,680.00
16.	Allowance Item, Sheet C-05 OC6" SS In Street	LF	203	\$150.00	\$30,450.00	0%	100%	0.00	203.00	\$0.00	\$30,450.00
17.	Allowance Item, Sheet C-05 manhole Replacement	LS	1	\$7,500.00	\$7,500.00	0%	100%	0.00	1.00	\$0.00	\$7,500.00
18.	Allowance Item, Sheet C-05 Lateral Replacement and Reconnection	EA	15	\$3,500.00	\$52,500.00	0%	60%	0.00	9.00	\$0.00	\$31,500.00
19.	San Mateo County permit	LS	1	\$3,182.00		0%	100%	0.00	1.00	\$0.00	\$3,182.00
20.	PCO #1 - RFI #1 - Mounment reference relocation	LS	1	\$5,000.00		100%	100%	1.00	1.00	\$5,000.00	\$5,000.00
21.	PCO #2 - RFI #5 - Point repair extention / material variation/ encasement	LS	1	\$4,433.00		100%	100%	1.00	1.00	\$4,433.00	\$4,433.00
22.	PCO #3 - RFI #3 - Palma st changes - deepen sewer	LS	1	\$6,756.00		100%	100%	1.00	1.00	\$6,756.00	\$6,756.00
23.	PCO #4 - RFI #4 - Palma st changes add - C900 pipe & CDF	LS	1	\$10,000.00		100%	100%	1.00	1.00	\$10,000.00	\$10,000.00
24.	PCO #5 - 6" Lateral on Alhambra	LS	1	\$4,000.00		100%	100%	1.00	1.00	\$4,000.00	\$4,000.00
25.	PCO #6 - ACP pipe removal on Palma	LS	1	\$20,000.00		100%	100%	1.00	1.00	\$20,000.00	\$20,000.00
26.	PCO #7 - Unknown waterline on Alhambra	LS	1	\$10,000.00		100%	100%	1.00	1.00	\$10,000.00	\$10,000.00
					\$446,455.00						
										<b>\$65,139</b>	<b>\$488,776</b>
TOTAL AMOUNT DUE										\$ 65,139.00	\$ 488,776.00
LESS 5% RETENTION										\$ 3,256.95	\$ 24,438.80
SUBTOTAL										\$ 61,882.05	\$ 464,337.20
LESS PREV PAYMENTS											\$ 402,455.15
BALANCE DUE										\$ 61,882.05	\$ 61,882.05



**golden bay**  
**construction, inc.**  
 general engineering contractors

3826 depot road, hayward, ca 94545  
 phone: (510) 783-2960 / fax: (510) 783-2971

**CALTRANS FORCE ACCOUNT SUMMARY**

PROJECT INFORMATION			
PROJECT NAME	Granada CSD - Naples Beach Ph 2	REPORT NUMBER	1
OWNER	Granada CSD	GBC JOB NUMBER	4255-21
AUTHORIZED BY	Michael McEvoy	DATE PERFORMED	17 December 2021
PERFORMED BY	Golden Bay Construction, Inc.	REPORT DATE	07 January 2022

DESCRIPTION OF WORK: Paving @ Isabella - Place delineators and no parking signs.

EQUIPMENT									LABOR				
DESCRIPTION	CLASS	MAKE	CODE	ST	OT	OT ADJ	RATE	EXTENSION	NAME	CRAFT	HOURS	RATE	EXTENSION
F350 Truck	TRUCK	Ford	12-20	3			\$ 36.92	\$ 110.76	Julio Armendariz		ST 3	\$ 83.74	\$ 251.22
								\$ -			OT	\$ 109.65	\$ -
								\$ -					\$ -
								\$ -					\$ -
								\$ -					\$ -
								\$ -					\$ -
								\$ -					\$ -
								\$ -					\$ -
								\$ -					\$ -
EQUIPMENT SUBTOTAL:													\$ 110.76
MARK-UP @ 15%													\$ 16.61
EQUIPMENT TOTAL:													\$ 127.37

MATERIAL				
VENDOR NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
VENDOR NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
VENDOR NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
MATERIAL SUBTOTAL:				\$ -
MARK-UP @ 15%				\$ -
MATERIAL TOTAL:				\$ -

SUBCONTRACTOR/SPECIALIST WORK				
COMPANY NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
COMPANY NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
COMPANY NAME		INVOICE NUMBER	EXTENSION	
DESCRIPTION			\$ -	
SUBCONTRACTORS/SPECIALIST WORK SUBTOTAL:				\$ -
MARK-UP @ 15%				\$ -
SUBCONTRACTORS/SPECIALIST WORK TOTAL:				\$ -

REPORT SUMMARY	
LABOR TOTAL:	\$ 373.06
EQUIPMENT TOTAL:	\$ 127.37
MATERIAL TOTAL:	\$ -
SUBCONTRACTOR/SPECIALIST WORK TOTAL:	\$ -
<b>REPORT GRAND TOTAL:</b>	<b>\$ 500.44</b>



**CALTRANS FORCE ACCOUNT SUMMARY**

PROJECT INFORMATION			
PROJECT NAME	Granada CSD - Naples Beach Ph 2	REPORT NUMBER	2
OWNER	Granada CSD	GBC JOB NUMBER	4255-21
AUTHORIZED BY	Michael McEvoy	DATE PERFORMED	18 December 2021
PERFORMED BY	Golden Bay Construction, Inc.	REPORT DATE	07 January 2022

DESCRIPTION OF WORK: Paving @ Isabella - R&R AC

EQUIPMENT									LABOR				
DESCRIPTION	CLASS	MAKE	CODE	ST	OT	OT ADJ	RATE	EXTENSION	NAME	CRAFT	HOURS	RATE	EXTENSION
F350 Truck	TRUCK	Ford	12-20		2	1	\$ 36.92	\$ 73.84	Julio Armendariz		ST	\$ 83.74	\$ -
F350 Truck	TRUCK	Ford	12-20		8	1	\$ 36.92	\$ 295.36			OT	\$ 109.65	\$ 219.30
F350 Truck	TRUCK	Ford	12-20		8	1	\$ 36.92	\$ 295.36	Juan Arroyo Rios		ST	\$ 60.31	\$ -
Tack Coat Truck	BITDT	TRMD	00-08		8	1	\$ 68.02	\$ 544.16			OT	\$ 77.21	\$ 617.68
Saw Truck	TRUCK	Ford	12-20		8	1	\$ 36.92	\$ 295.36	Rene M. Arroyo		ST	\$ 84.94	\$ -
Concrete Saw	SAWCO	ABOP	45-65		2	1	\$ 18.99	\$ 37.98			OT	\$ 111.45	\$ 891.60
Bomag 120 AD	ROVIB	BMAG	1350		8	1	\$ 32.02	\$ 256.16	Joe Melchiorre		ST	\$ 60.42	\$ -
JD 410 Backhoe	LDRRT	DEER	2508K		8	1	\$ 64.33	\$ 514.64			OT	\$ 77.38	\$ 619.04
4 Axle Dump	TRUON	Pete	4 AXL		8	1	\$ 75.98	\$ 607.84	Javier Rascon		ST	\$ 68.77	\$ -
4 Axle Dump	TRUON	Pete	4 AXL		8	1	\$ 75.98	\$ 607.84			OT	\$ 89.90	\$ 719.20
EQUIPMENT SUBTOTAL: \$ 3,528.54									Jose S. Villafuerte-Zavala		ST	\$ 68.77	\$ -
MARK-UP @ 15% \$ 529.28											OT	\$ 89.90	\$ 719.20
EQUIPMENT TOTAL: \$ 4,057.82									Kirby Wyman		ST	\$ 88.88	\$ -
											OT	\$ 117.36	\$ 938.88

MATERIAL				LABOR				
VENDOR NAME	GBC	INVOICE NUMBER	EXTENSION	NAME	CRAFT	HOURS	RATE	EXTENSION
DESCRIPTION	Disposal (Broken Asphalt / Base) - 1 LD		\$ 150.00	Christopher Andrew Mitchell		ST	\$ 62.56	\$ -
VENDOR NAME	Graniterock	INVOICE NUMBER	EXTENSION			OT	\$ 80.59	\$ 644.72
DESCRIPTION	Asphalt 25.01 Ton	1344972	\$ 2,566.71	TOTAL DIRECT LABOR ST: \$ -				
VENDOR NAME	Graniterock	INVOICE NUMBER	EXTENSION	TOTAL DIRECT LABOR OT: \$ 5,369.62				
DESCRIPTION	Asphalt Saturday Plant Opening Fee	134884	\$ 439.52	LABOR SURCHARGE ST @ 10.00% \$ -				
MATERIAL SUBTOTAL: \$ 3,156.23				LABOR SURCHARGE OT @ 10.00% \$ 536.96				
MARK-UP @ 15% \$ 473.43				LABOR MARKUP @ 35.00% \$ 2,067.30				
MATERIAL TOTAL: \$ 3,629.66				LABOR TOTAL: \$ 7,973.89				

SUBCONTRACTOR/SPECIALIST WORK				REPORT SUMMARY				
COMPANY NAME		INVOICE NUMBER	EXTENSION	LABOR TOTAL:				
DESCRIPTION			\$ -	EQUIPMENT TOTAL:	\$ 4,057.82			
COMPANY NAME		INVOICE NUMBER	EXTENSION	MATERIAL TOTAL:	\$ 3,629.66			
DESCRIPTION			\$ -	SUBCONTRACTOR/SPECIALIST WORK TOTAL:	\$ -			
COMPANY NAME		INVOICE NUMBER	EXTENSION					
DESCRIPTION			\$ -					
SUBCONTRACTORS/SPECIALIST WORK SUBTOTAL: \$ -								
MARK-UP @ 15% \$ -								
SUBCONTRACTORS/SPECIALIST WORK TOTAL: \$ -								
				<b>REPORT GRAND TOTAL: \$ 15,661.37</b>				

Customer: 30218  
 Sold To: Golden Bay Construction  
 3826 Depot Road  
 Hayward, CA 94545



P.O. Box 50001  
 Watsonville, CA 95077-5001  
 831-768-2000

Invoice No: 1344972  
 Invoice Date: 12/18/2021  
 Job No: 4255-21  
 NOS No: 898607  
 NOS PO No:  
 NOS Job Name: Naples Beach Sewer Phase 2 El Grenada  
 NOS Job Street: Naples Beach / El Grenada Half Moon Bay  
 NOS Job City:

Ver. 1.3.276.0

**Asphalt and Aggregate**

Ticket	Location	Truck	Qty	Product Price	Amt	Qty	Freight Price	Amt	Add'l Charges	Sales Tax Rate	Sales Tax Amt	Gross Amt	Discount Amt	Net Amt
Date 12/18/2021			Product: 784 - 1/2" Hot Mix Asphalt											
40318500	SSF Rd Mat		20.01 Tons	92.80	1,856.93	--	--	--	--	9.88%	183.46	2,040.39	21.99	2,018.40
40318511	SSF Rd Mat		5.00 Tons	92.80	464.00	--	--	--	--	9.88%	45.84	509.84	5.49	504.35
<b>Totals for Product 784 on 12/18/2021</b>			<b>25.01 Tons</b>		<b>2,320.93</b>	--	--	--	--		<b>229.30</b>	<b>2,550.23</b>	<b>27.48</b>	<b>2,522.75</b>
Date 12/18/2021			Product: ERF - Environmental Recovery Fee											
40318500	SSF Rd Mat		1.00 EA	7.50	7.50	--	--	--	--	9.88%	0.74	8.24	--	8.24
40318511	SSF Rd Mat		1.00 EA	7.50	7.50	--	--	--	--	9.88%	0.74	8.24	--	8.24
<b>Totals for Product ERF on 12/18/2021</b>			<b>2.00 EA</b>		<b>15.00</b>	--	--	--	--		<b>1.48</b>	<b>16.48</b>	--	<b>16.48</b>
<b>Invoice Totals</b>			<b>27.01</b>		<b>2,335.93</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>			<b>230.78</b>	<b>2,566.71</b>	<b>27.48</b>	<b>2,539.23</b>

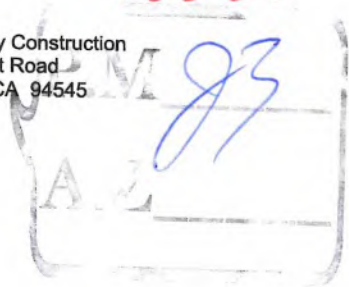
4255-21  
 542

If Received by 01/10/2022 \$ 2,539.23  
 Total Due by 01/25/2022 \$ 2,566.71

Customer: 30218

Sold To: Golden Bay Construction  
3826 Depot Road  
Hayward, CA 94545

4255-21



P.O. Box 50001  
Watsonville, CA 95077-5001  
831-768-2000

Invoice No: 1345884  
Invoice Date: 12/25/2021  
Job No: 4255-21  
NOS No: 898607

Ver. 1.3.276.0

NOS PO No:  
NOS Job Name: Naples Beach Sewer Phase 2 El Grenada  
NOS Job Street: Naples Beach / El Grenada Half Moon Bay  
NOS Job City:

Other

Ticket	Location	Truck	Qty	Product Price	Amt	Qty	Freight Price	Amt	Add'l Charges	Sales Tax Rate	Amt	Gross Amt	Discount Amt	Net Amt
Date 12/18/2021			Product: 900 - Plant Opening Charge For Saturday											
8498022	SSF Rd Mat		1.00	EA	400.00	400.00	--	--	--	9.88%	39.52	439.52	--	439.52
<b>Totals for Product 900 on 12/18/2021</b>			<b>1.00</b>	<b>EA</b>	<b>400.00</b>	--	--	--	--	<b>39.52</b>	<b>439.52</b>	<b>439.52</b>	<b>--</b>	<b>439.52</b>
<b>Invoice Totals</b>			<b>1.00</b>		<b>400.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>39.52</b>	<b>439.52</b>	<b>439.52</b>	<b>0.00</b>	<b>439.52</b>

Total Due by 01/25/2022

\$ 439.52



**CALTRANS FORCE ACCOUNT SUMMARY**

PROJECT INFORMATION				
PROJECT NAME	Granada CSD - Naples Beach Ph 2		REPORT NUMBER	3.1
OWNER	Granada CSD		GBC JOB NUMBER	4255-21
AUTHORIZED BY	Michael McEvoy		DATE PERFORMED	28 December 2021
PERFORMED BY	Golden Bay Construction, Inc.		REPORT DATE	13 January 2022

DESCRIPTION OF WORK: Fill Manhole & Pipes w/ CDF @ Bridge

EQUIPMENT									LABOR				
DESCRIPTION	CLASS	MAKE	CODE	ST	OT	OT ADJ	RATE	EXTENSION	NAME	CRAFT	HOURS	RATE	EXTENSION
F350 Truck	TRUCK	Ford	12-20	4			\$ 36.92	\$ 147.68	Jaime Morales Guerrero		ST 4	\$ 74.71	\$ 298.84
F350 Truck	TRUCK	Ford	12-20	4			\$ 36.92	\$ 147.68			OT	\$ 98.81	\$ -
							\$ -	\$ -	Jose Cruz Hernandez		ST 4	\$ 66.56	\$ 266.24
							\$ -	\$ -			OT	\$ 86.59	\$ -
							\$ -	\$ -					\$ -
							\$ -	\$ -					\$ -
							\$ -	\$ -					\$ -
							\$ -	\$ -					\$ -
							\$ -	\$ -					\$ -
EQUIPMENT SUBTOTAL:								\$ 295.36					\$ -
MARK-UP @ 15%								\$ 44.30					\$ -
EQUIPMENT TOTAL:								\$ 339.66					\$ -

MATERIAL			
VENDOR NAME	HMB Building & Garden	INVOICE NUMBER	EXTENSION
DESCRIPTION	CDF - Controlled Density Fill	260055	\$ 1,055.94
VENDOR NAME		INVOICE NUMBER	EXTENSION
DESCRIPTION			\$ -
VENDOR NAME		INVOICE NUMBER	EXTENSION
DESCRIPTION			\$ -
MATERIAL SUBTOTAL:		\$ 1,055.94	
MARK-UP @ 15%		\$ 158.39	
MATERIAL TOTAL:		\$ 1,214.33	

SUBCONTRACTOR/SPECIALIST WORK			
COMPANY NAME		INVOICE NUMBER	EXTENSION
DESCRIPTION			\$ -
COMPANY NAME		INVOICE NUMBER	EXTENSION
DESCRIPTION			\$ -
COMPANY NAME		INVOICE NUMBER	EXTENSION
DESCRIPTION			\$ -
SUBCONTRACTORS/SPECIALIST WORK SUBTOTAL:		\$ -	
MARK-UP @ 15%		\$ -	
SUBCONTRACTORS/SPECIALIST WORK TOTAL:		\$ -	

REPORT SUMMARY	
LABOR TOTAL:	\$ 839.14
EQUIPMENT TOTAL:	\$ 339.66
MATERIAL TOTAL:	\$ 1,214.33
SUBCONTRACTOR/SPECIALIST WORK TOTAL:	\$ -
<b>REPORT GRAND TOTAL:</b>	<b>\$ 2,393.14</b>

# H.M.B. BUILDING & GARDEN INC.

119 Main Street  
Half Moon Bay, CA 94019  
(650) 726-6696 (650) 726-6395

37279

THIS DELIVERY TICKET IS A PRODUCT OF AN 80 SERIES BATCH CONTROL COMPUTER WITH THE COMMAND CENTER OPTION.

<b>SOLD TO:</b> <div style="border: 1px solid black; height: 80px; margin-top: 5px;"></div>	<b>SHIP TO:</b> <div style="border: 1px solid black; height: 80px; margin-top: 5px;"></div>
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TIME	FORMULA #	LOAD SIZE	YARDS ORDERED	MIX TIME	TRUCK #	AMBIENT TEMP.	TICKET #
8:42	HMBCDF	5			147		12947
DATE	CODE #	LOAD #	YARDS DEL.	BATCH #	WATER TRIM	RATIO %	
12/28/21		1			-3.00 gl		4.00 in

<p align="center"><b>WARNING</b> <b>IRRITATING TO THE SKIN AND EYES</b></p> <p><small>Contains Portland Cement. Wear Rubber Boots and Gloves. PROLONGED CONTACT MAY CAUSE BURNS. Avoid Contact With Eyes and Prolonged Contact With Skin. In Case of Contact With Skin or Eyes. Flush Thoroughly With Water. If Irritation Persists, Get Medical Attention. KEEP CHILDREN AWAY.</small></p> <p><small>CONCRETE is a PERISHABLE COMMODITY and BECOMES the PROPERTY of the PURCHASER UPON LEAVING the PLANT. ANY CHANGES or CANCELLATION of ORIGINAL INSTRUCTIONS MUST be TELEPHONED to the OFFICE BEFORE LOADING STARTS.</small></p> <p><small>The undersigned promises to pay all costs, including reasonable attorneys' fees, incurred in collecting any sums owed.</small></p> <p><small>All accounts not paid within 30 days of delivery will bear interest at the rate of 18% per annum.</small></p> <p><small>Not Responsible for Reactive Aggregate or Color Quality. No Claim Allowed Unless Made at Time Material is Delivered.</small></p> <p><small>A \$15.00 Service Charge and Loss of the Cash Discount will be Collected on all Returned Checks.</small></p> <p><small>Excess Delay Time Charged @ \$50.00/HR.</small></p>	<p align="center"><small>PROPERTY DAMAGE RELEASE (TO BE SIGNED IF DELIVERY TO BE MADE INSIDE CURB LINE)</small></p> <p><small>Dear Customer-The driver of this truck in presenting this RELEASE to you for your signature is of the opinion that the size and weight of his truck may possibly cause damage to the premises and/or adjacent property if he places the material in this load where you desire it. It is our wish to help you in every way that we can, but in order to do this the driver is requesting that you sign this RELEASE relieving him and this supplier from any responsibility from any damage that may occur to the premises and/or adjacent property, buildings, sidewalks, drive-ways, curbs, etc., by the delivery of this material, and that you also agree to help him remove mud from the wheels of his vehicle so that he will not litter the public street. Further, as additional consideration, the undersigned agrees to indemnify and hold harmless the driver of this truck and this supplier for any and all damage to the premises and/or adjacent property which may be claimed by anyone to have arisen out of delivery of this order.</small></p> <p align="center"><small>SIGNED</small></p> <p>X _____</p>	<p align="center"><b>Excessive Water is Detrimental to concrete Performance</b> <b>H<sub>2</sub>O Added By Request/Authorized By</b></p> <p align="center"><b>GAL X</b> _____</p> <hr/> <p><small>NOTICE: MY SIGNATURE BELOW INDICATES THAT I HAVE READ THE HEALTH WARNING NOTICE AND SUPPLIER WILL NOT BE RESPONSIBLE FOR ANY DAMAGE CAUSED WHEN DELIVERING INSIDE CURB LINE.</small></p> <p>LOAD RECEIVED BY:</p> <p>X _____</p>
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QUANTITY	CODE	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
5.00	yd	HMBCDF CONTROL DENSITY FILL		

RETURNED TO PLANT	LEFT JOB	FINISH UNLOADING	DELAY EXPLANATION/ CYLINDER TEST TAKEN	TIME ALLOWED
			1. JOB NOT READY                      6. TRUCK BROKE DOWN 2. SLOW POUR OR PUMP              7. ACCIDENT 3. TRUCK AHEAD ON JOB              8. CITATION 4. CONTRACTOR BROKE DOWN        9. OTHER 5. ADDED WATER	
LEFT PLANT	ARRIVED JOB	START UNLOADING		DELAY TIME
TOTAL ROUND TRIP	TOTAL AT JOB	UNLOADING TIME		ADDITIONAL CHARGE

SUB TTL: \_\_\_\_\_

TAX TTL: \_\_\_\_\_

TICKET TTL: \_\_\_\_\_

PREV TTL: \_\_\_\_\_

ADDITIONAL CHARGE 1 \_\_\_\_\_

ADDITIONAL CHARGE 2 \_\_\_\_\_

**GRAND TOTAL** ▶ \_\_\_\_\_

Material	Design Qty	Required	Batched	% Var	% Moisture	Actual Wat
3/8 ROCK	1200 lb	6030 lb	6000 lb	-0.50%	0.50% M	4 gl
SAND	660 lb	3416 lb	3400 lb	-0.45%	3.50% M	14 gl
TYPE 2 FLYASH	50.0 lb	250.0 lb	235.0 lb	-6.00%		
WATER	15.00 gl	.00 gl	.00 gl			
DARAVAIR	12.00 oz	60.00 oz	60.00 oz	0.00%		
ORCA SAND	660 lb	3416 lb	3420 lb	0.13%	3.50% M	14 gl
WATER2	100.00 %	# 28.72 gl	28.00 gl	-2.52%		28.00 gl

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Actual Num Batches: 1

Load Total: 14527 lb      Design 0.417 Water/Cement 0.336 A      Design 75.0 gl      Actual 59.2 gl      To Add: 15.8 gl

Slump: 4.00 in      Water in Truck: 0.0 gl      Adjust Water: 0.0 gl / Load      Trim Water: -3.0 gl/ yd

WEIGHMASTER

WEIGHMASTER SIGNATURE X \_\_\_\_\_





**ITEM #16**



