



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA

BOARD OF DIRECTORS

REGULAR MEETING at 7:30 p.m.

Thursday, October 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](https://dudek.zoom.us/j/97235824574)

Meeting URL: <https://dudek.zoom.us/j/97235824574>

Join by Telephone

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

Meeting ID: 972 3582 4574

CALL REGULAR MEETING TO ORDER AT 7:30 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:	William 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. See the instructions above to comment via ZOOM (online) or by telephone.

REGULAR 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: Approve the resolution.

- 2. Parks and Recreation Activities.**

- a. El Granada Elementary School PTO – Fund Run Sponsorship.**
- b. Report on Proposed Community Center –** Presentation of proposed conceptual design by Group 4 Architecture.
- c. Report from Parks Advisory Committee.**
- d. Report on Burnham Park.**

- 3. Consideration of Contract Amendment with Kikuchi + Kankel for Additional Landscape Design for the Proposed Community Center.**

Recommendation: Approve the contract amendment.

- 4. Consideration of Recology Rate Increase for Garbage and Recycling Disposal and Proposition 218 Process and Related Public Hearing.**

Recommendation: Direct Staff to initiate the Proposition 218 Process.

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

CONSENT AGENDA

- 6. September 15, 2022 Regular Meeting Minutes.**
- 7. October 2022 Warrants.**
- 8. August 2022 Financial Statements.**

COMMITTEE REPORTS

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

INFORMATION CALENDAR

- 10. Attorney's Report. (Parkin)**
- 11. General Manager's Report. (Duffy)**
- 12. Administrative Staff Report. (Comito)**
- 13. Engineer's Report. (Kennedy Jenks)**

ADJOURN REGULAR MEETING

At the conclusion of the September 15, 2022 Meeting:

Last Ordinance adopted: No. 176

Last Resolution adopted: No. 2022-013

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

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

ITEM #1

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GRANADA COMMUNITY SERVICES DISTRICT

RESOLUTION NO. 2022-__

**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) November 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 October 20, 2022, by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Approved:

Barbara Dye, President

Countersigned:

Delia Comito, District Secretary

ITEM #2

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September 30, 2022

Dear Coastside Community Member,

The El Granada Elementary School Parent-Teacher Organization (PTO) is a non-profit corporation dedicated to enriching the education of the students at El Granada Elementary School, just north of Half Moon Bay. Like many public schools, El Granada Elementary depends on organizations like ours to provide funding for many of its programs. The funds we raise this year will be used for P.E. for K-3, arts and science week, community building events and teacher stipends - areas which are not part of the core curriculum and are therefore left out due to budget constraints.

One of our fundraisers is the annual Fund Run. Students receive pledges based on the number of laps they run during the event. Every student runs knowing they are raising money for their school. This year our fund run will be held on Thursday, November 3rd, with a goal of raising **\$14,000**. With your support, we can make this a reality.

We are gratefully seeking **sponsorships of \$500**, no later than Friday, October 14th. To demonstrate our gratitude for your support, your business/organization will earn:

- Valuable community exposure all year long on our custom designed banner with your logo, visible from highway 1.
- Business/Organization and Logo recognition via our “EGE PTO” group on Facebook and Instagram
- Business/Organization and logo recognition via our PTO newsletters

If you are interested in supporting this healthy and great cause, please reply to the email below by **Friday, October 14th**, stating your interest and also include an attachment with your business logo. Your donation is tax-deductible (Non-Profit Tax ID - 20-2530814) and we are happy to provide you with a receipt for your donation. Thank you in advance for your generosity and support of our school. Please feel free to contact me to answer any questions you may have or to discuss details.

Sincerely,

Haley Peterson
El Granada PTO Fundraising Chair
310-483-3666
haleylynnpeterson@gmail.com

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors

From: Chuck Duffy, General Manager

Subject: Report on Proposed Community Center – Discussion of proposed conceptual design by Group 4 Architecture

Date: October 20, 2022

Dawn Merkes from Group 4 Architecture will be presenting a PowerPoint presentation on the proposed conceptual design for the district's community center.

GRANADA COMMUNITY CENTER PROGRAMMING + CONCEPTUAL DESIGN

Granada Community Services District

County Board Presentation | Oct 20th, 2022



GROUP 4



Granada Community Services District

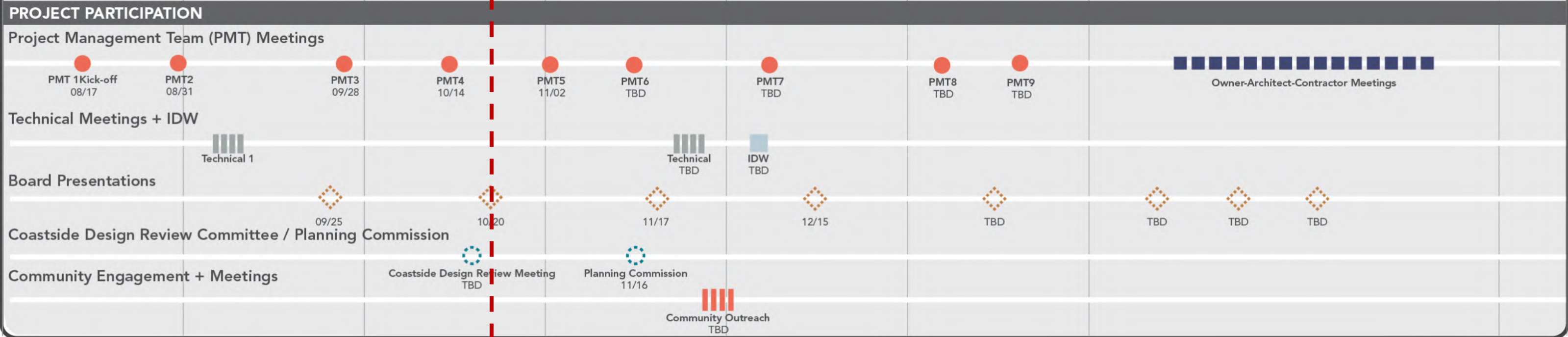
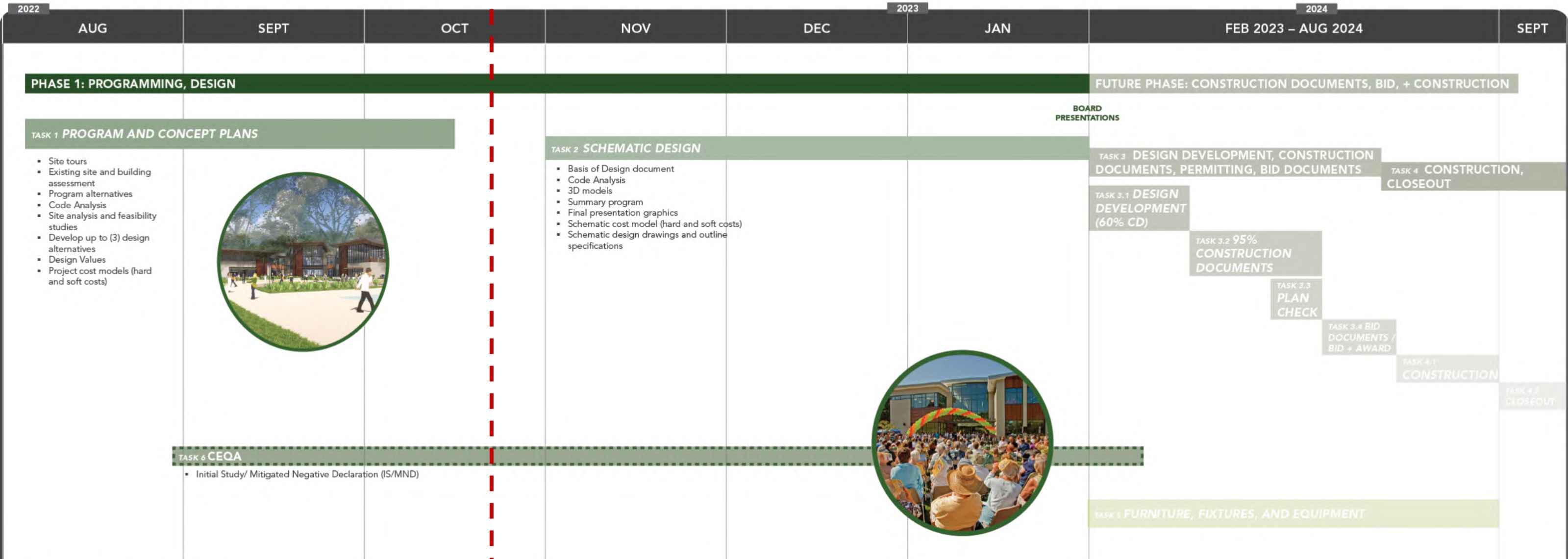
AGENDA

1. Project Overview + Work Plan
2. Assessments
3. Program and Concept Plans
4. Community Engagement
5. Next Steps





COMMUNITY CENTER AND DISTRICT OFFICE DRAFT WORK PLAN



SITE ANALYSIS



AVE ALHAMBRA

ANNUAL WIND ROSE

SITE

summer sun

winter sun

PILLAR POINT HARBOR

PILLAR POINT HARBOR BEACH

SURFERS BEACH

COASTSIDE FIRE PROTECTION DISTRICT

WILKINSON SCHOOL

W

S

N

CURRENT BURNHAM PARK PLAN

MASTER PLAN BURNHAM PARK

OSISPO ROAD AT PORTOLA AVENUE, EL GANADA



MAY 15, 2022



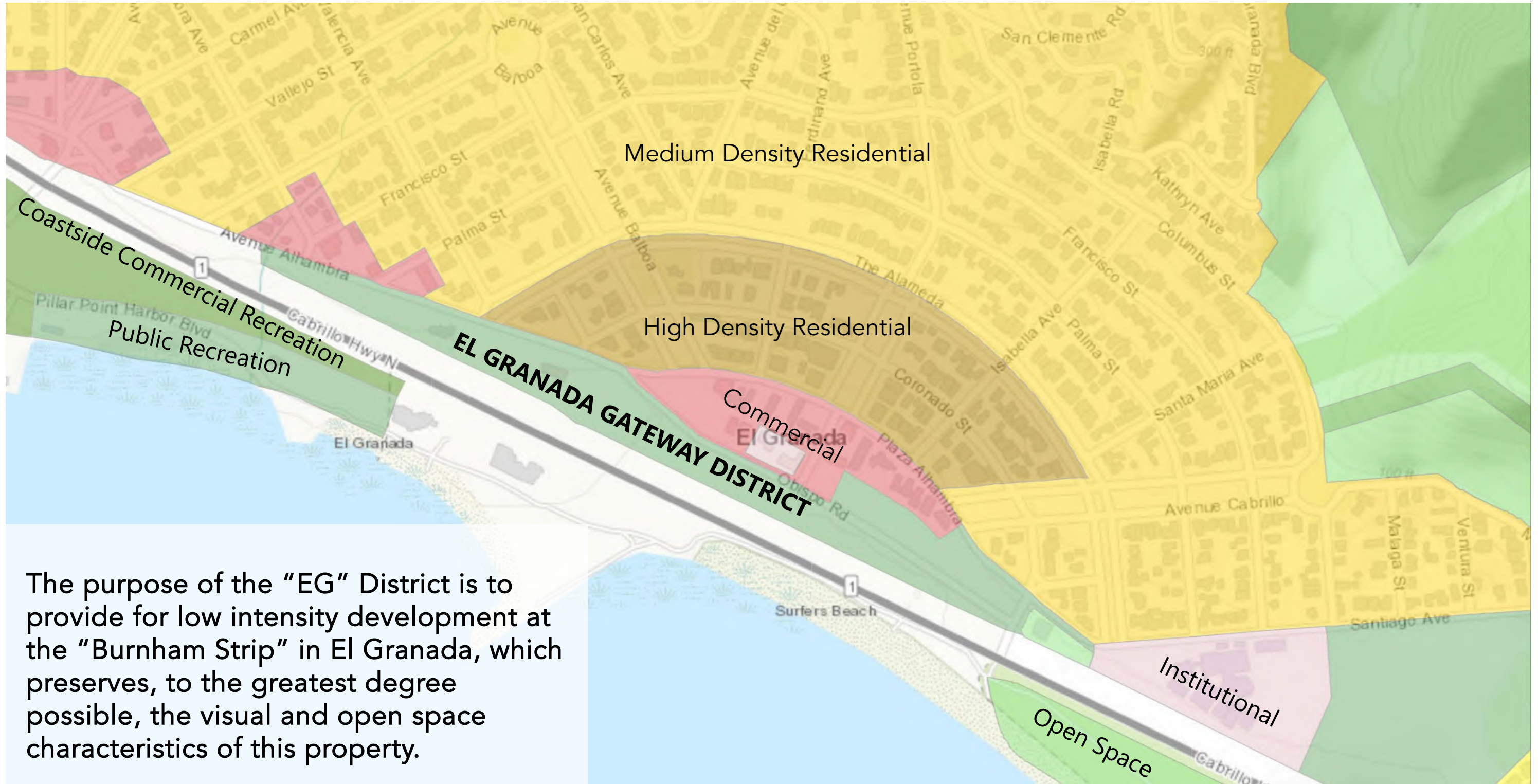
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**PROPOSED
COMMUNITY
CENTER**

C/BRILLO HIGHWAY (STATE ROUTE 1)

ZONING ANALYSIS



The purpose of the "EG" District is to provide for low intensity development at the "Burnham Strip" in El Granada, which preserves, to the greatest degree possible, the visual and open space characteristics of this property.

PRELIMINARY CODE ANALYSIS

1. Minimum parcel area: 3.5 acres.
2. Maximum building height: 16 feet
3. Maximum parcel coverage: 10%
4. Minimum yards required:
 - a) Front: 50 feet
 - b) Sides and rear: 20 feet each side



PROGRAM SUMMARY

DRAFT
TOTAL AREA ~6,000 SF



LOBBY/RECEPTION
~300 SF



COMMUNITY ROOM WITH STORAGE
~2,000 SF



CATERING PANTRY WITH STORAGE
~300 SF



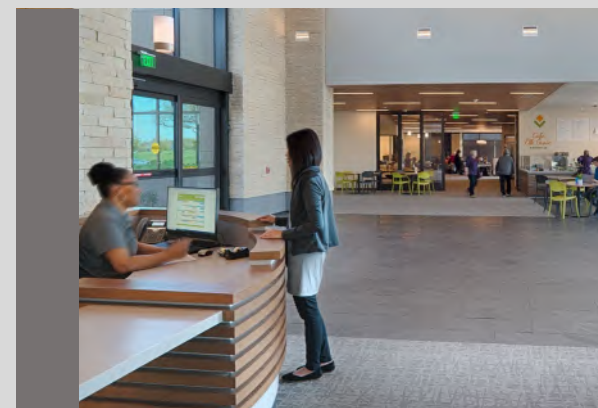
FITNESS ROOM WITH STORAGE
~850 SF



CRAFT/CLUB ROOM WITH STORAGE
~850 SF



SMALL MEETING ROOM
~180 SF



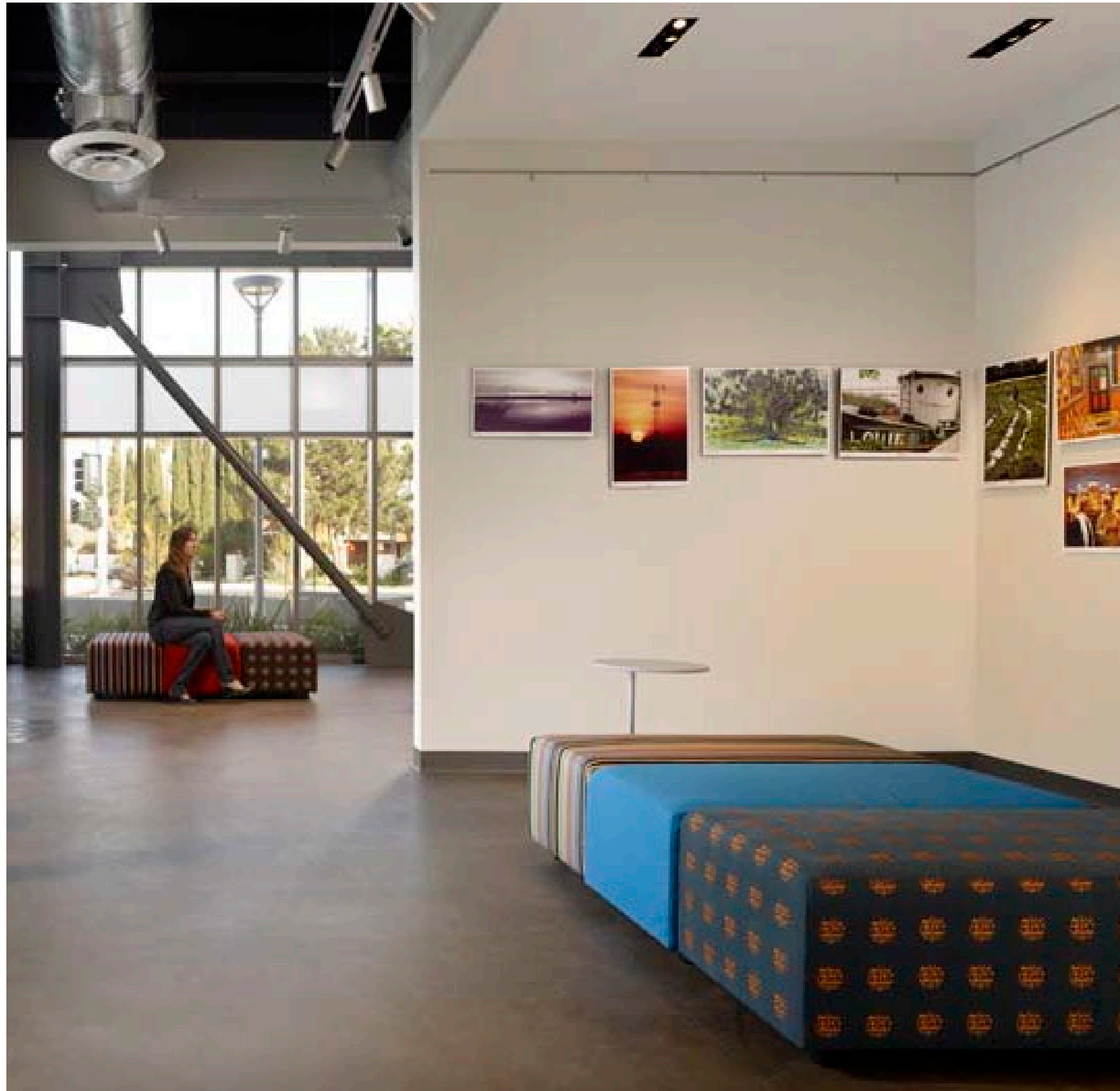
STAFF + SUPPORT SPACES
~1,520 SF

10/20/22

Board Presentation

Granada Community Center

LOBBY/RECEPTION/EXHIBITION SPACE (~300 SF)



10/20/22

Board Presentation

Granada Community Center

COMMUNITY ROOM WITH STORAGE (~2,000 SF)



10/20/22

Board Presentation

Granada Community Center

10

CATERING PANTRY WITH STORAGE (~300 SF)



10/20/22

Board Presentation

Granada Community Center

SMALL MEETING ROOM (~180 SF)



10/20/22

Board Presentation

Granada Community Center

CRAFT/CLUB ROOM WITH STORAGE (~850 SF)

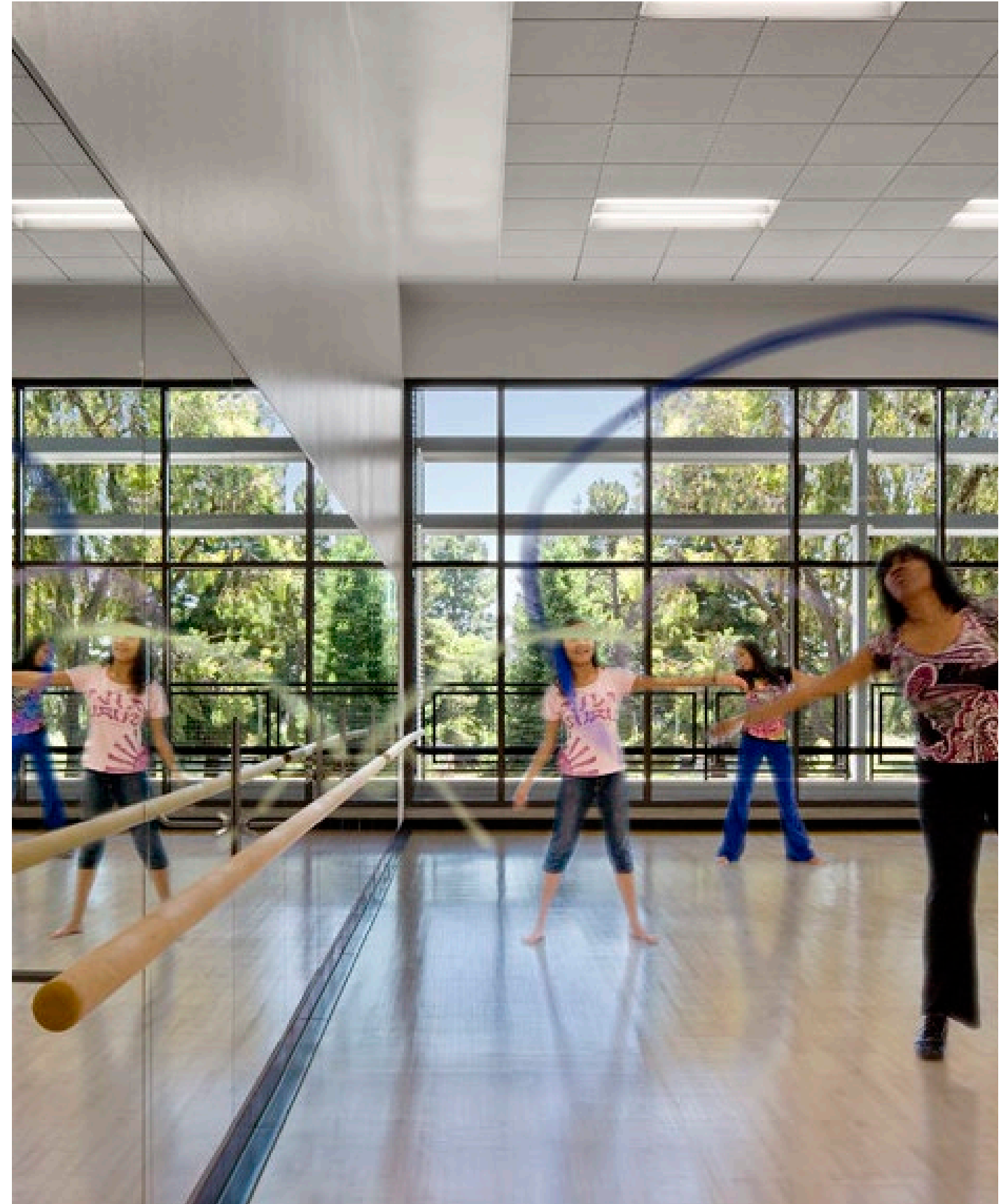


10/20/22

Board Presentation

Granada Community Center

FITNESS ROOM WITH STORAGE (~850 SF)



10/20/22

Board Presentation

Granada Community Center

PARK RESTROOMS



SITE STRATEGY

DRAFT



10/20/22

Board Presentation

Granada Community Center

SITE STRATEGY

DRAFT 



10/20/22

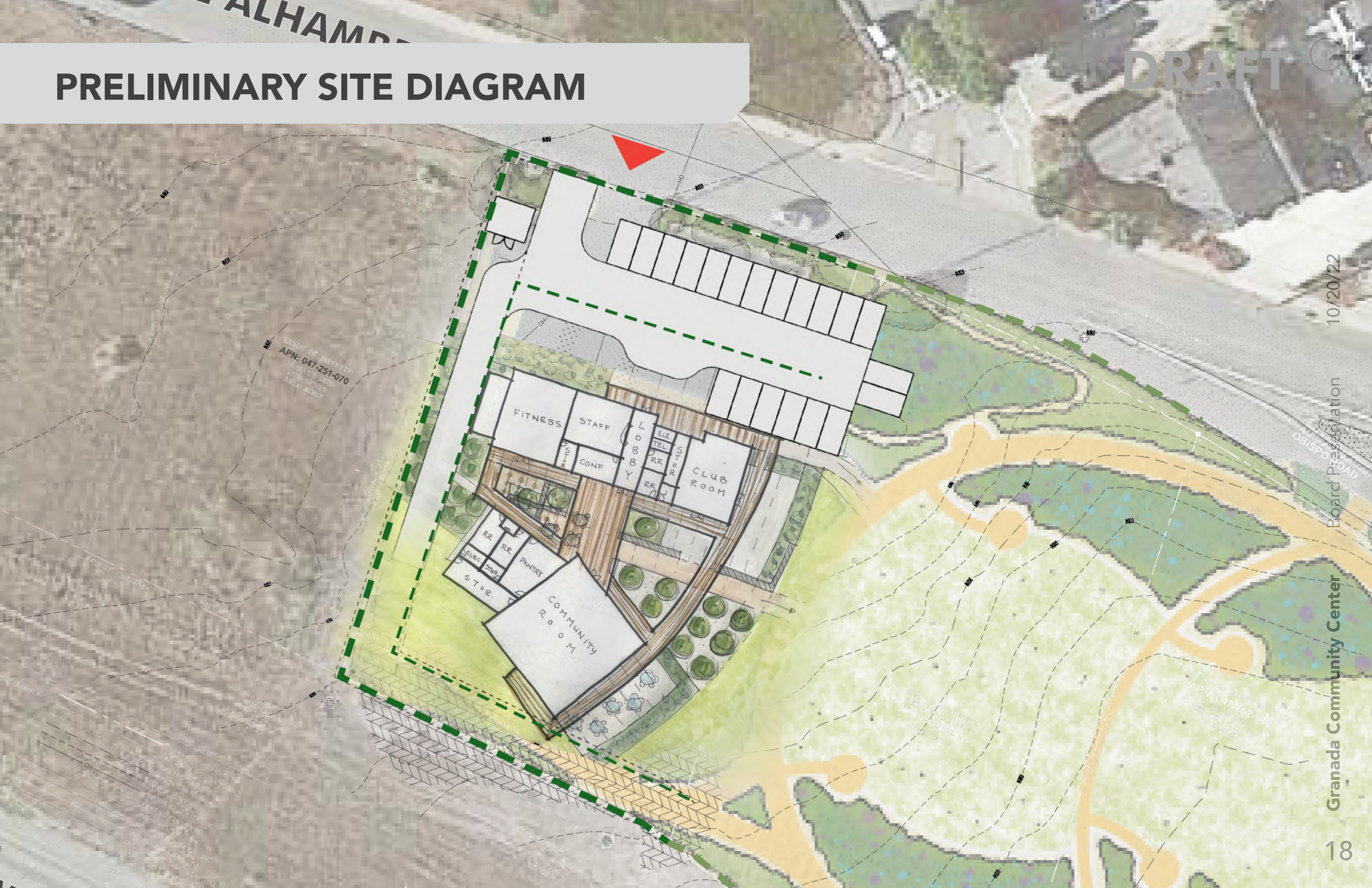
Board Presentation

Granada Community Center

17

PRELIMINARY SITE DIAGRAM

DRAFT



LANDS OF SILVESTRI
APN: 047-251-070
MUSEE'S DEED
2019-07-10-29
0.611 ACRES

FITNESS STAFF LOBBY CLUB ROOM
CONF. RR RR RR RR RR RR
ELEC. TEL. STOR. RR RR RR RR RR RR

COMMUNITY ROOM
PANTRY STOR. RR RR RR RR RR RR RR RR

10/20/22

Board Presentation

Granada Community Center

18



1. Community Engagement (12/03 – 12/17)

- Pop-up Intercept (12/03 9:30 am – 1:00pm @ Harbor District Lot)
- Online Survey (12/03 – 12/17)

IMAGINE
BELMONT'S NEW COMMUNITY CENTER

ROUND 1 MARCH 28, 2019 – NEEDS
Attend one or both meetings
4:00 PM – 7:00 PM Open House
Informal/drop-in presentation, same content as Workshop.
7:00 PM – 8:30 PM Workshop
Structured meeting, same content as Open House.

ROUND 2 MAY – CONCEPTUAL OPTIONS
ROUND 3 AUGUST – RECOMMENDATION

ALL MEETINGS WILL BE HELD AT
BARRETT COMMUNITY CENTER
1835 Belburn Dr.
Belmont, MA 02402

FOR MORE INFORMATION
781-326-7441
www.belmont.gov/bcc
communitycenter@belmont.gov

FIND US AT
Facebook, Twitter, Instagram, YouTube

JOIN OUR COMMUNITY WORKSHOPS
AND HELP DEVELOP IDEAS FOR
BELMONT'S COMMUNITY CENTER.
PARTICIPATE IN ANY OR ALL OF
THE EVENTS. YOUR INPUT AND
INVOLVEMENT COUNT!

SHARE YOUR IDEAS AND
HELP CREATE THE VISION

NEW COMMUNITY CENTER IN BELMONT
Community Survey #1
Needs Assessment

The City of Belmont is planning for a new Community Center. By participating in this short survey, you are helping to develop ideas for the design. Your input and involvement counts!

The survey should take no longer than three minutes to complete. Thank you in advance for your participation and feedback on this process!

OK

ONLINE SURVEY





PROGRAMS+ SITE ANALYSIS

CITY OF GONZALES

ABOUT THE PROJECT / SOBRE EL PROYECTO
Initial funding for the project was secured with Measure X in November 2020 and now the project is in the design phase. The project is anticipated to be complete by late 2024.

El financiamiento para el proyecto comenzó con la Medida X en noviembre de 2020 y ahora el proyecto se encuentra en la fase de diseño. Se anticipa últimos de 2024.

PROGRAM

- COMMUNITY CENTER / CENTRO COMUNITARIO
- TEEN CENTER / CENTRO ADOLESCENTE
- LIBRARY / BIBLIOTECA
- OUTDOOR / EXTERIOR

*Preliminary site analysis
Análisis preliminar del sitio*

SITE ANALYSIS
SITE CONTEXT + ACCESS

- 1 GONZALES HIGH SCHOOL
- 2 JOINT-USE GYM
- 3 GONZALES HEAD START
- BUS ROUTE
- SOLAR EXPOSURE
- DEFINED STREET EDGE
- BUS STOP
- SITE ACCESS
- WIND DIRECTION

ACTIVITIES PRIORITIES

COMMUNITY ACTIVITIES
WHAT ARE YOUR PRIORITIES?

FITNESS / CARDIO TREADMILL BIKE STAIRMASTER 	INFORMAL SOCIAL SOCIAL LOUNGE COMMUNITY LIVING ROOM
CREATIVE ARTS DRAWING PHOTOGRAPHY FILM 	DANCE LINE DANCE CULTURAL CONTEMPORARY
LIFE LONG LEARNING ENRICHMENT COOKING BAKING 	REFRESH SNACKS DRINK
FORMAL EVENTS RENTALS CITY EVENTS 	DIGITAL ARTS/TECHNOLOGY COMPUTER VIDEO WEB
MUSIC RECORDING PRODUCTION PRACTICE STUDIO 	CRAFTS + DIY FENG SHUI TEXTILES QUILTING CARPENTRY
EARLY CHILDHOOD RECREATION TINY TOTS ADVENTURES IN LEARNING 	HANG OUT TEEN LOUNGE GROUP COLLABORATION

EXTERIOR DESIGN VALUE

BUILDING DESIGN VALUES
WHAT ARE YOUR PRIORITIES?

CIVIC 	WARM + INVITING
INDOOR/OUTDOOR 	CANOPIES/TRELLISES
BOLD 	COLORFUL
LANDMARK 	TIMELESS
WELCOMING ENTRY 	SUSTAINABLE
NATURAL LIGHTING 	NATURE INSPIRED

NEXT STEPS

1. Conceptual Design
 - Project Cost Model
2. Schematic Design





THANK YOU!



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors

From: Nancy Marsh

Subject: Community Center Concept: Feasibility of Including a Preschool Room

Date: October 20, 2022

In August 2021 GCSO purchased the property at 480 Avenue Alhambra for the purpose of developing a small Community Center. The preschool currently at the site has been offered a lease through August 2024 while GCSO pursues plans and permitting for the Community Center. GCSO cannot use revenues it receives for parks and recreation to provide a site solely for a private business providing a licensed preschool/daycare. Because it understands the urgency of this matter to the community, the Board agreed to explore the feasibility of including a small, licensed preschool/daycare within the Community Center Design.

The ad-hoc Community Center Committee undertook the following steps:

1. Research regulatory requirements for licensed preschool/childcare facilities
2. Investigate Community Centers that include a preschool facility
3. Identify basic facility features for a flexible and functional small Community Center
4. Determine feasibility of integrating a preschool into the Community Center

1. Preschool Facility Requirements

A licensed preschool/childcare facility requires 35 square feet of indoor space and 75 square feet of outside space per child, plus a dedicated children's bathroom. For security, the indoor space must have a direct entrance (not in common with other areas of the building). The outdoor space must be adjacent, secure, and not accessible to the public during preschool hours. Note: Picasso Preschool is a 3-room preschool in 2,800 square feet, and along with its adjacent play area, covers almost all the usable space on this $\frac{3}{4}$ acre property.

2. Investigate Community Centers that Include a Licensed Preschool/Daycare

Two peninsula facilities were visited:

- a. Highlands Recreation Center

This center sits on a 3.5-acre property. The preschool is in a separate building from the recreation center, and includes an adjacent, securely fenced play area separate from the recreation center playground. It is a three-room preschool, similar in size to Picasso Preschool.

- b. Los Altos Community Center

This new 24,000 square foot community center sits on 2+ acres of property. It includes 11 public rooms plus public restrooms and a staff area. One of the public rooms is a dedicated licensed preschool for up to fifteen 4-year-olds, for 3 hours daily. The room is about 730 square feet (including children's bathroom) and there is an adjacent fenced play area that covers about 1200 square feet. The size and capacity of this preschool is the best we could find for a one-room model.

3. Identify Basic Features for a Flexible and Functional Small Community Center

The 2019 GCSD Community Survey included a list of features typically included in a Community Center. The survey did not include a licensed preschool/daycare among the options, as these are not among the most common Community Center features in general. However, the survey had a robust response rate and demonstrated broad interest in a small Community Center. Among the choices offered, the most popular (>60% positive response) were a large community/event space, a fitness room, and a craft (wet) room. The GCSD Parks Advisory Committee hosted a learning session with the Directors of the Half Moon Bay Ted Adcock Center and Pacifica Recreation Center to learn from their experience about what features were most valued by these coastal communities. They strongly recommended inclusion of a catering kitchen and ample storage in each public room to allow for flexible room configurations. In addition to the facilities listed above, we visited Community Centers in Burlingame and Palo Alto.

In consultation with the Group 4 Architects, the ad hoc Community Center committee agreed on programming priorities for a small community center to include: a large multipurpose meeting/event room with a catering kitchen, a fitness/medium community room, a craft/club room, a staff office area, and public restrooms accessible from the outside, which may also serve the north end of the park. If possible, a small (6-seat) meeting room to be used by staff or the public is also desirable. The resulting facility would encompass about 5,000 square feet of useful space.

4. Determine the Feasibility of Integrating a Licenses Preschool/Daycare into the Community Center

The significant limiting factors for the feasibility of including a preschool into the Community Center are the size of the property (3/4 acre) and the licensing requirement for an adjacent secured play area. The property is in the Coastal zone which limits the height to 16 feet. The footprint cannot be expanded to the north or south because the views from Obispo Road and Avenue Alhambra are protected under the County Coastal Program. Once required setbacks and parking requirements are accounted for, a 5,000 square foot Community Center with the minimum public spaces noted above would occupy most of the property. If the fitness/medium community room were to be traded out for a dedicated licensed preschool/daycare room and bathroom (resulting in capacity estimated at 10 – 15 children), there would still not be enough space available for the required play area.

Our conclusion is that incorporating a small preschool into a small Community Center is on a property this small is simply not feasible. In the Community Centers we found that include a preschool, it is within a much larger facility on a much larger property.

The significant deficiency of preschool/childcare facilities on the Coastsides is indeed a critical issue. Addressing it is beyond the scope of the charter and resources of GCSD. However, we remain committed to working with all the impacted members of the community – Picasso and other local preschool providers, San Mateo County, CUSD, Coastsides Families Taking Action and any others, and remain hopeful that within the next two years a viable solution can be found to maintain the current Picasso licensed preschool/daycare capacity somewhere on the Coastsides. GCSD will host a special meeting to review in more detail the contents of this memo and the plans for the Community Center in November. A public outreach event will be held in early December to review the Community Center design proposal in more detail.

ITEM #3

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GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors

From: Chuck Duffy, General Manager

Subject: Consideration of Contract Amendment with Kikuchi + Kankel for Additional Landscape Design for the Proposed Community Center

Date: October 20, 2022

Attached is a cost proposal from Kikuchi + Kankel for additional landscape design services to design and integrate the proposed community center with the Burnham Park landscape plans. The proposal basically consists of two main tasks:

1. **Phase 1: Program & Conceptual Design - \$13,100** – Coordination with architectural design team, update base maps, and develop three conceptual site design alternatives for the community center site.
2. **Phase 2: Schematic Design - \$31,300** – Develop conceptual landscape plans into a unified Schematic Design landscape master plan to guide development of the Coastal Development Permit submittal package, and prepare support documentation for the project environmental consultant and CEQA initial Study.

The proposal cost totals \$44,400.



Kikuchi + Kankel
Design Group

Landscape Architecture
Environmental Design
Site Planning

August 18, 2022

Chuck Duffy, General Manager
Granada Community Services District
504 Avenue Alhambra, Third Floor
El Granada, CA 94018

RE: Burnham Park Additional Services
Granada Community Center Project: Conceptual Design and Schematic Design Phases

Dear Chuck:

We sincerely appreciate the opportunity to provide this proposal for additional services to the Burnham Park project to incorporate and provide landscape design for the new Granada Community Center. It has been a pleasure working with the District Board, the Parks Advisory Committee, and the GCSD community on the Burnham Park project, and the development of a new community center will provide a dynamic and welcome anchor at the northern end of the park.

Per your direction, we have developed this proposal to align with the two phases of tasks and services identified by Group 4 Architecture, approved by the Board on August 4, and as outlined below.

Phase 1: Program & Conceptual Design

1. Tasks:

- A. Coordinate with project design team and attend all designated Project Management Team meetings (PMTs #1-4) and County Technical Meeting #1.
- B. Attend and support one community outreach/workshop meeting.
- C. Update base and site maps with current data, including architectural as-builts, setbacks, and topography.
- D. Develop up to three conceptual site design alternatives to align with architectural concepts. Design alternatives shall directly relate to proposed community center uses and character, and shall provide options for integrating with the adjacent park site.

730 Mill Street, Half Moon Bay
Steven T. Kikuchi, ASLA Principal
Thomas W. Conroy, Senior Associate
Jeanette T. Hill, ASLA Associate

61 East Main Street, Suite C, Los Gatos
Christopher Kankel, ASLA Principal
Nathan Rose, RLA Senior Associate
Robert J. Dietz, ASLA Associate

- E. Refine the proposed plaza adjacent to the Burnham Park parking lot to align with architectural concepts for park restroom building.
- F. Coordinate with cost estimating consultant to provide input on preliminary cost models.

2. Deliverables:

- A. Conceptual Landscape Plan Alternatives: up to 3 diverse graphic plans identifying options for site circulation, use spaces and activities, landscaping, and integration with the adjacent park.
- B. Park Restroom Plan Alternatives: up to 3 diverse graphic plans identifying options for restroom integration into the Burnham Park parking lot plaza.
- C. Meeting and Presentation Materials

We offer our **Program & Conceptual Design Phase** services on an hourly basis for the actual time expended by our staff **an amount not to exceed \$13,100.**

Phase 2: Schematic Design

1. Tasks:

- A. Incorporate District comments on conceptual landscape plans, alternatives, and proposed project cost models into a unified Schematic Design landscape master plan to guide development of the Coastal Development Permit submittal package.
- B. Coordinate with project design team (architect, civil engineer, etc.) and attend all designated Project Management Team meetings (PMTs #5-9), Integrated Design Workshop, and County Technical Meeting #2.
- C. Prepare support documentation for project environmental consultant/CEQA initial Study.
- D. Schematic Design Development, including:
 - i. Preliminary grading coordination with project civil engineer
 - ii. Schematic design details and preliminary materials and finishes
 - iii. Preparation of schematic planting and irrigation information to ensure aesthetician functional continuity with adjacent Park
- E. Update preliminary cost models to align with landscape master plan.
- F. Refine Burnham Park Master Plan and related Coastal Development Permit submittal drawings to align with approved Community Center site development.
- G. Present Community Center and update Burnham Park master plans to District Board for review and comment.
- H. Update and refine landscape master plan submittal package based on Board comments and project team input.

- I. Present landscape master plan to County Planning Commission for Coastal Development Permit and Design Review Approval.

2. Deliverables:

- A. Coastal Development Permit Drawings (30% Construction Documents) including a Site Plan, Schematic Planting and Irrigation plans, and plan enlargements, schematic details, and other necessary documents to communicate the project design intent.
- B. Preliminary Materials and Finishes Information including product samples and references to communicate options for locations across the site.
- C. Meeting and Presentation Materials, including graphics, samples, and slideshows; project narrative.

We offer our **Schematic Design Phase** services on an hourly basis for the actual time expended by our staff **an amount not to exceed \$31,300**.

**Total Fees proposed for Phases 1: Program & Conceptual Design
and Phase 2: Schematic Design: \$44,400**

EXCLUDED SERVICES

The following services are specifically excluded from the scope of this proposal. Some of these services may be available as needed or in the future, as requested:

1. Design Refinements, including plan graphics and design images, beyond the scope outlined above.
2. Additional meetings beyond the scope outlined above. If additional meetings are requested they may be billed as "Additional Services" per the Fee Schedule below. Compensation for additional meetings shall not exceed \$500 per meeting unless approved by the District.
3. Consultant Services, such as architects; civil, structural, or electrical engineers; construction cost estimating consultants; surveyors; or environmental consultants.
4. Reports, such as geotechnical investigations, biological reports, utility undergrounding, or environmental studies, including documentation related to the California Environmental Quality Act.
5. Construction documents to be used for bidding or to obtain building permits.
6. Bid and/or construction administration.

We propose to invoice monthly for the hours actually expended per our Fee Schedule. Please note that services are limited to the defined work scope and specifically do not include other phases of services not listed. Major revisions to the project scope or design program, or other revisions beyond the controls of the Landscape Architect shall be Additional Services and shall be invoiced on an hourly basis.

FEE SCHEDULE

Senior Principal	\$180 / hr
Principal	\$170 / hr
Senior Associate	\$145 / hr
Associate	\$135 / hr
Project Manager	\$125 / hr
Draftsperson	\$110 / hr
Clerical	\$80 / hr
Reproductions, postage	cost plus 10%

Printing and reproduction costs are reimbursable expenses as noted. Billings shall be submitted monthly for the time expended and are due within 25 days or shall be subject to a 1 1/2% interest charge. Kikuchi + Kankel Design Group currently maintains insurance limits of \$2 million in general and professional liability.

We thank you for the opportunity to continue to provide the District additional landscape architectural design services. If you have any questions about our proposed scope of services, fees, or potential future phases, please do not hesitate to let us know. If this proposal is acceptable to you, please provide a Notice to Proceed upon approval.

Sincerely,



Tom Conroy, Senior Associate



Steven T. Kikuchi, A.S.L.A., Principal
California Registration Number 2005
Principal, President

ITEM #4

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GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Consideration of Recology Rate Increase for Garbage and Recycling Disposal and Proposition 218 Process and Related Public Hearing
Date: October 20, 2022

In December of 2017, the District Board of directors approved an amendment to the Recology garbage and recycling franchise agreement, which extended Recology's services through 2027. As part of that amendment, a rate schedule was established which outlined the methodology to be used for setting rates for subsequent years, as shown below. The original Prop 218 process we utilized in 2017 was good for a five year period, so we are required to follow an updated Prop 218 process for the next five years from 2023 to 2027. Attached to this memo are the following documents:

1. The draft Prop 218 Notice to be sent to ratepayers, which includes the new rates for 2023, a comparison to 2022 rates, and the methodology for future year increases through 2027. The increase in rates from 2022 to 2023 is 7.3%.
2. A spreadsheet showing the methodology and numbers used for the Index-Based Rate Adjustment Calculation in 2023.
3. The December 2017 board approved First Amendment to the Recology Franchise Agreement.

From December 2017 Board Meeting

4. Section 6.02.A of the Agreement is hereby amended by substituting the following table for the table included therein:

Rate Year Start Date	Method to Determine Rates for Such Rate Year	Application Submittal Date
January 1, 2018	Index-Based	September 1, 2017
January 1, 2019	Cost-Based	September 1, 2018
January 1, 2020	Index-Based	September 1, 2019
January 1, 2021	Index-Based	September 1, 2020
January 1, 2022	Cost-Based	September 1, 2021
*January 1, 2023	Index-Based	September 1, 2022
*January 1, 2024	Index-Based	September 1, 2023
*January 1, 2025	Cost-Based	September 1, 2024
*January 1, 2026	Index-Based	September 1, 2025
*January 1, 2027	Index-Based	September 1, 2026
* the rates for these years are contingent on GCSD approval of the rate schedule via a new Proposition 218 process		



GRANADA COMMUNITY SERVICES DISTRICT

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

October __, 2022

NOTICE OF PUBLIC HEARING REGARDING PROPOSED RATE INCREASES FOR SOLID WASTE AND RECYCLING COLLECTION SERVICES PROVIDED BY RECOLOGY OF THE COAST

Dear Property Owner/Tenant:

Pursuant to the requirements of Proposition 218 (now Article XIII D of the California Constitution) and related implementing statutes, NOTICE IS HEREBY GIVEN that a public hearing will be held by the Board of Directors of the Granada Community Services District on the date and at the time and place specified below to consider rate increases in solid waste and recycling collection services requested by Recology of the Coast. At the hearing, all written protests and other comments of persons interested in the subject matter will be considered.

Notice of Public Hearing

A public hearing on proposed increases in Recology of the Coast Solid Waste and Recycling Collection Fees and Charges will be held by the Granada Community Services District Board of Directors on:

Date: Thursday, December 15, 2022

Time: 7:30 p.m.

Place: The District Office at 504 Avenue Alhambra, 3rd Floor, El Granada, California 94018, or via teleconference Zoom meeting without a physical location depending on the state of the COVID emergency regulations and meeting restrictions.

This notice is being sent to the refuse service billing address. This notice also describes below how to file a protest regarding the proposed rate increases. All property owners/tenants and other interested parties are invited to attend the public hearing and be heard on the proposed increase in rates.

The attached rate schedule compares the current rates with the proposed rates, which if approved, will take effect on January 1, 2023. The increases proposed in 2023 are calculated on a Cost of Living Index-based Formula, resulting in a 7.3% increase over the 2022 rates. Rate increases proposed after 2023 will be calculated using either a Cost of Living Index-Based Formula or an Actual Cost-Based Formula as shown on the yearly Rate Adjustment Schedule below. All rates include the Granada Community Services District Franchise Fee of 2% of Gross Revenue from Recology of the Coast.

Rate Adjustment Schedule	
Rate Year Start Date	Method to Determine Rates for Such Rate Year
January 1, 2023	Index-Based
January 1, 2024	Index-Based
January 1, 2025	Cost-Based
January 1, 2026	Index-Based
January 1, 2027	Index-Based

Protest Procedures:

At the Public Hearing noticed above, the Granada Community Services District Board of Directors will consider public comment as well as written protests by ratepayers and property owners against the proposed increase in solid waste and recycling collection fees and charges. Any person may appear at the public hearing and be heard on any matter related to the proposed increase in rates.

Any written protest must be signed by the property owner or the customer responsible for payment of the charges and it must include the service address or assessor's parcel number (APN). To submit a protest by mail, the protest letter must be received by 5:00 p.m. on December 15th at the Granada Community Services District office. Mailed protest letters should be sent in a sealed envelope addressed to the Granada Community Services District, P.O. Box 335, El Granada, CA 94018; *ATTN: RECOLOGY RATE INCREASE*. Written protest letters may also be presented at the Board of Director's meeting on December 15th prior to the close of the public hearing on the matter. Only one protest may be filed per parcel or service address.

If written protests are presented by a majority of affected property owners and/or customers prior to the close of the public hearing, the Board of Directors cannot adopt the proposed rate increases.

If you have any questions or would like to make changes to your service with Recology, please visit their website at www.recology.com or call 650-355-9000.

If you would like additional information on the proposed rate increases, please contact the District Office at (650) 726-7093 during regular business hours.

Granada Community Services District

2023 Rate Adjustment Factor 7.30%

**Proposed Maximum Solid Waste Disposal Rates
Effective January 1, 2023**

	2022 Rates	2023 Rates
<u>RESIDENTIAL SERVICE</u>		
1. Weekly collection, single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts:		
a. Container limits: Volume - 20 gals (3/10 cu yd), up to 40 lbs - per month	\$23.78	\$25.52
b. Container limits: Volume - 32 gals (1/4 cu yd), up to 60 lbs - per month	\$29.32	\$31.46
c. Container limits: Volume - 64 gals (1/2 cu yd), up to 100 lbs - per month	\$96.07	\$103.08
2. Special Services {charges added to above, basic charges):		
a. Container placed at side or rear of dwelling - per container	\$7.73	\$8.29
b. Container not placed at specified collection point and return call required - per container	\$18.78	\$20.15
c. Extra 30 gal bag with collection (excludes 20 gal cart service) - per bag	\$9.96	\$10.69
d. Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc.	Estimate	Estimate
3. Bulky goods drop-off service four times per year within GCSD service limits including greenwaste	Included	Included
4. Weekly commingled recyclable materials collection (64 gal wheeled cart)	Included	Included
5. Every other week greenwaste (yard trimmings, etc.) collection, limited to four (4) 30 gal containers - customer provides containers	Included	Included
6. Bulky goods curbside collection service, limited to four (4) times per year Limited to one (1) item up to 200 lbs or five (5) - 30 gal bags	Included	Included
7. Dropoff at Recycling yard in Pacifica of motor oil, latex paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large white goods, furniture, mattresses, large amounts of recyclable materials	Included	Included
8. Christmas tree pick up thru January 31st each year Included	Included	Included
a. Christmas tree pick up after January 31st - per tree	\$29.32	\$31.46
<u>MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL SERVICE</u>		
1. Service to restaurants, hotels, cafes, apartments, stores and similar places of business, factories, schools and institutions: Wet and dry garbage - Container limits: Volume - 30 gals 1/4 cu yd), up to 75 lbs -		
a. Regular collections:		
One (1) - 32 gal collection - once per week	\$45.17	\$48.47
One (1) - 64 gal collection - once per week	\$144.05	\$154.57
One (1) - 96 gal collection - once per week	\$237.07	\$254.38
b. Additional 64 or 96 gal commercial carts picked up more than once per week - will be original charge times the number of pickups	Will Vary	Will Vary
2. Commercial Container Rental:		
a. 1 cubic yard box - per collection	\$63.53	\$68.17
b. 2 cubic yard box - per collection	\$82.40	\$88.42
3. Commercial Container Collections:		
a. 1 cubic yard box ...: per collection	\$56.90	\$61.05
b. 2 cubic yard box - per collection	\$113.21	\$121.47
4. Compacted Commercial Container Service:		
a. 1 cubic yard box - per collection	\$109.18	\$117.15
b. 2 cubic yard box - per collection	\$220.51	\$236.61
5. Recyclable material collection up to five times per week		

Granada Community Services District

2023 Rate Adjustment Factor 7.30%

**Proposed Maximum Solid Waste Disposal Rates
Effective January 1, 2023**

	<u>2022 Rates</u>	<u>2023 Rates</u>
<u>DEBRIS BOX SERVICE</u>		
1. Seven (7), fourteen (14), twenty (20) and thirty (30) yard containers:		
a. Container rental, delivery and pickup charge	\$419.59	\$450.22
b. \$67 per ton confirmed by disposal site weight slip	Will Vary	Will Vary
<u>SPECIAL PROVISIONS</u>		
1. Financial hardship rate for weekly collection for single container placed in front of premises, wet and dry garbage 32 gal can (PGE CARE PROGRAM) 15% reduction	\$24.92	\$26.74
2. Administrative charge for placement of delinquent accounts on property tax roll - per account	\$73.39	\$78.75
3. Charge to photocopy, fax or scan documents - 1st page	\$2.88	\$3.09
Each additional page	\$0.72	\$0.77

**Granada Community Services District
Index-Based Rate Adjustment Calculation
Calculated Rate Year 2023**

	Rate Year 2022 Expenses	CPI Increase %		Rate Yr 2022 Fee	Rate Yr 2023 Fee	Rate Year 2023 Calculated
CBA Labor Costs						
Salaries and Wages	448,282	5.33%				472,173
Pension Expense	46,369	9.15%				50,614
Health Insurance	117,122	0.49%				117,699
RSP	42,383	4.07%				44,106
Subtotal - CBA Labor Costs	654,156					684,593
Non CBA Labor Costs						
Salaries and Wages	88,768	5.49%				93,642
Pension Expense	5,209	5.49%				5,495
Health Insurance	19,144	5.49%				20,196
Subtotal - Non CBA Labor Costs	113,121					119,333
Workers Compensation						
CBA labor	53,255	4.18%				55,484
Non-CBA labor	2,179	4.18%				2,270
Subtotal - Workers Compensation	55,434					57,754
Payroll Taxes						
CBA labor	34,887	----				36,510
Non-CBA labor	7,396	----				7,802
Subtotal - Payroll Taxes	42,283					44,312
Vehicle-Related Costs						
Tires & Tubes	10,983	4.53%				11,481
Parts	30,503	4.53%				31,886
Supplies	7,506	4.53%				7,846
Taxes & Licenses	11,781	4.53%				12,315
Fines & Penalties	-	4.53%				-
Other	14,721	4.53%				15,389
Subtotal - Vehicle Related Costs	75,494					78,917
Fuel Costs	56,038	39.44%				78,137
Organics Processing			Tons	Rate Yr 2022 Fee	Rate Yr 2023 Fee	
Transfer Costs - San Bruno	-	4.18%				-
Transport Costs - San Bruno	-	4.18%				-
Processing	37,676	4.18%	874.84	\$ 46.81	\$ 48.88	42,764
Subtotal - Organics Processing	37,676					42,764
Lease Costs						
I/C Equipment Lease	94,666	0.00%			\$ 127,333	127,333
I/C Property Lease	16,323	0.00%				16,323
Subtotal - Lease Costs	110,989					143,656
Other Costs						
I/C Insurance	11,618	4.18%				12,104
Insurance Dept Fee	20,604	4.18%				21,466
O/S Equipment/Rent	847	4.18%				882
O/S Facility Rent	46,121	4.18%				48,050
Building and Facility	1,707	4.18%				1,779
Utilities	1,429	4.18%				1,489
Travel & Meals	498	4.18%				519
Telephone	4,244	4.18%				4,422
Advertising	839	4.18%				874
Promo & Special Events	174	4.18%				181
Donations	-	4.18%				-
Dues & Subscriptions	115	4.18%				119
Uniforms	3,870	4.18%				4,032
Employee Recognition	923	4.18%				962
Employee Training & Development	581	4.18%				605
Billing Service	7,141	4.18%				7,440
Office expenses	1,359	4.18%				1,415
Postage	1,242	4.18%				1,294
Initial Bid/Award Fee	-	4.18%				-
Taxes - Secured Property	2,380	4.18%				2,480
Taxes - Unsecured Property	2,029	4.18%				2,114
Annual Clean-ups	-	4.18%				-
Subcontractors/Professional Services	14,744	4.18%				15,361
Settlement Fees	-	4.18%				-
Safety Meetings	-	4.18%				-
Medical expenses	470	4.18%				489
Bad Debt	4,133	4.18%				4,306
Bank Service Charges	6,331	4.18%				6,596
Community Outreach	1,231	4.18%				1,283
Regional Accounting Fees*	12,220	4.18%				12,731
Regional Management Fees*	14,764	4.18%				15,382
Corporate accounting*	8,847	4.18%				9,217
IT fee*	21,551	4.18%				22,452
Environmental compliance*	1,729	4.18%				1,802
Human resources fee*	6,103	4.18%				6,359
Corporate management*	9,011	4.18%				9,388
Public relations*	3,629	4.18%				3,781
Sunday Service	24,905			27,019		27,019
Additional Route for Organics	66,896			72,495		72,495
CPI Adjustment (to CPI remaining Other Costs @ 2.75%)	-	4.18%				-
Subtotal - Other Costs	304,283					320,886
Total Annual Cost of Operations	1,449,474					1,570,352
Profit (% Operating Ratio; i.e. 90%):	161,053					174,484

**Granada Community Services District
Index-Based Rate Adjustment Calculation
Calculated Rate Year 2023**

	Rate Year 2022 Expenses	CPI Increase %		Rate Yr 2023 Tons	Rate Yr 2023 Fee	Rate Year 2023 Calculated
Pass-Through City Fees						
Franchise Fees	36,484					39,146
Subtotal - City Fees	36,484					39,146
Other Pass-throughs						
Other Pass-throughs - Recyclable Material Processing						
Transfer Costs	-	4.18%		0.00		-
Transport Costs	-	4.18%		0.00		-
Recyclables Processing Cost	12,907			1,160.46	\$7.74	8,982
Subtotal - Recyclable Material Processing	12,907					8,982
Other Pass-throughs - Disposal						
Ox Mountain MSW Disposal	164,277					164,335
Ox Mountain C&D/Dirt	-					-
Subtotal - Disposal	164,277					164,335
Total Costs	1,824,195 A					1,957,298 B
						Change in Costs (B - A) 133,103 C
						Deferred Rate Increase from Prior Year (amount above 6%) -
						Total Calculated Increase (C + D) 133,103 D
						Total Contractor Compensation (B + E) 2,090,401 E
						Annual percentage change in Compensation (E / A) 7.30%

FIRST AMENDMENT TO FRANCHISE AGREEMENT

This **FIRST AMENDMENT** to the Franchise Agreement hereinafter referenced is entered into and effective as of January 1, 2018 between the Granada Community Services District, a public agency (“District”), and Recology of the Coast, a California corporation (“Contractor”).

WHEREAS, District and Contractor are parties to that certain Franchise Agreement for Solid Waste and Recycling Services effective January 1, 2015 (“Agreement”), and wish to amend the Agreement as set forth herein.

NOW, THEREFORE, the parties agree as follows:

1. Section 2.03 of the Agreement is hereby amended to read as follows:

“2.03. Term. The initial term of this Agreement shall commence upon the Effective Date and shall expire as of midnight December 31, 2017. The extended term shall commence January 1, 2018 and shall expire December 31, 2027. If this Agreement is terminated prior to the expiration of the extended term, District shall purchase from Contractor all Containers owned by Contractor or its Affiliate that are then in possession of Single Family Dwelling Service Recipients within District’s Service Area. The purchase price for such Containers shall equal the depreciated value of their acquisition cost as of the date of termination calculated as set forth in Section 2.8 of Exhibit “E”. Said sum shall be payable on or before the date that is 90 days after the date of termination. This provision shall survive the expiration or earlier termination of this Agreement.”

2. Section 4.04.1 of the Agreement is hereby amended to read as follows:

“4.04.1 Collection. Contractor shall collect Yard Waste from Single Family Dwelling Residential Service Recipients once every two weeks on the regularly scheduled day of the week for such Collection as posted on Contractor's website. Contractor shall service one (1) 30-gallon capacity customer-provided Container provided that it weighs 25 pounds or less, and shall provide and service one (1) ninety-six gallon capacity wheeled cart, for each Single Family Dwelling for Yard Waste Collection. Contractor shall include a description of Composting Programs in Contractor's Education and Public Awareness Program pursuant to Section 5.05.”

3. Section 4.10.1 of the Agreement is hereby amended to read as follows:

“4.10.1 Residential. Solid Waste, Recyclable Material, and Yard Waste shall be Collected from Premises occupied by Residential Service Recipients only on weekdays between the hours of 6 a.m. and 6 p.m. Contractor shall notify District and such Service Recipients in writing at least two (2) weeks prior to instituting a change in their Collection days. No scheduled change shall cause a lapse of more than seven (7) consecutive days in Collection service to any Residential Service Recipient. Contractor shall notify Residential Service Recipients of designated alternative collection days when the regularly scheduled Collection days fall on holidays observed by Contractor.”

From December 2017 Board Meeting

4. Section 6.02.A of the Agreement is hereby amended by substituting the following table for the table included therein:

Rate Year Start Date	Method to Determine Rates for Such Rate Year	Application Submittal Date
January 1, 2018	Index-Based	September 1, 2017
January 1, 2019	Cost-Based	September 1, 2018
January 1, 2020	Index-Based	September 1, 2019
January 1, 2021	Index-Based	September 1, 2020
January 1, 2022	Cost-Based	September 1, 2021
*January 1, 2023	Index-Based	September 1, 2022
*January 1, 2024	Index-Based	September 1, 2023
*January 1, 2025	Cost-Based	September 1, 2024
*January 1, 2026	Index-Based	September 1, 2025
*January 1, 2027	Index-Based	September 1, 2026
* the rates for these years are contingent on GCSD approval of the rate schedule via a new Proposition 218 process		

5. Section 6.04 is hereby added to Article 6 of the Agreement to read as follows:

“6.04. Deferral of Maximum Rate Adjustments in Cost-Based Years

A. If the maximum rate adjustment required by the cost-based methodology in Exhibit E (Cost-Based Adjustment”) exceeds five percent (5%) for any cost-based Rate Year, then District may elect to defer some or all of the increase above five percent (5%) to the next one or two index-based Rate Years, in accordance with this Section 6.04.

B. If District elects to make such a deferral, it shall notify Contractor of its election by November 1 preceding the start of the cost-based Rate Year in question. The notice shall specify the portion of the Cost-Based Adjustment that District wishes to defer and how that portion is to be allocated among the next one or two index-based Rate Years. The amount so deferred shall be subtracted from the maximum rate increase for the cost-based Rate Year, and added to the maximum rate adjustment that would otherwise apply for the subsequent Rate Years, as allocated by District.

C. The purpose of the deferral mechanism is to smooth maximum rate adjustments, not to reduce compensation to Contractor. The parties further intend that any amounts deferred be recovered within the same three-year rate cycle (i.e. one cost-based year followed by two index-based years). If, notwithstanding the foregoing, District fails to adjust maximum rates to enable Contractor to recover all amounts deferred under this Section within any three-year rate cycle, and by the last year of the Term, then District shall pay the amount of the shortfall to Contractor within 180 days after the end of such three-year rate cycle or the end of the Term, as

From December 2017 Board Meeting

the case may be. Such remedy shall be cumulative to any other remedy Contractor may have under this Agreement or at law.

D. All calculations required to give effect to this Section shall be calculated by Contractor in good faith and shall be subject to administrative review by District. Deferrals under this Section shall be “below the line” and shall not affect the value of any Cost Components or of Total Calculated Costs.”

6. Exhibit D of the Agreement is hereby deleted and replaced in its entirety with Exhibit D attached to this First Amendment to the Agreement.

7. Except as expressly modified by this Amendment, all terms and conditions of the Agreement shall remain unchanged and in full force and effect. Capitalized terms used but not defined herein shall have the meanings given to them in the Agreement. All references in this Amendment to Articles, Sections and Exhibits refer to articles, sections and exhibits of the Agreement.

IN WITNESS WHEREOF, the duly authorized representatives of the parties have executed this First Amendment to Franchise Agreement as of the date first written above.

Granada Community Services District

Recology of the Coast

By: _____
Jim Blanchard,
President

By: _____
Michael J. Sangiacomo
President & CEO

Countersigned: _____
Delia Comito, Secretary

Exhibit D

Schedule of Maximum Refuse Collection and Recycling Fees and Charges, January 1, 2018 - December 31, 2018

From December 2017 Board Meeting

RECOLOGY OF THE COAST SOLID WASTE & RECYCLING SERVICES

Comparison of Current and Proposed Rates

(Rate Adjustment Factor is 5.76%)

	Current 2017 Rates	5.76% Proposed 2018 Rates
<u>RESIDENTIAL SERVICE</u>		
1. Weekly collection, single container placed in front of premises, wet and dry garbage ("first can service") in wheeled carts -		
a. Container limits: Volume - 20 gals (3/10 cu yd), up to 40 lbs - per month:.....	\$17.86	\$18.89
b. Container limits: Volume - 32 gals (1/4 cu yd), up to 60 lbs - per month:.....	\$22.02	\$23.29
c. Container limits: Volume - 64 gals (1/2 cu yd), up to 100 lbs - per month:.....	\$72.17	\$76.33
2. Special Services (in addition to base charges above) -		
a. Container placed at side or rear of dwelling - per container:.....	\$5.81	\$6.14
b. Container not placed at specified collection point and return call required - per container:.....	\$14.11	\$14.92
c. Extra 30 gal bag with collection (excludes 20 gal cart service) - per bag:.....	\$7.48	\$7.91
d. Special collections combined with regular service, including collections for brush, yard clippings, boxes, etc.:.....	Estimate	Estimate
3. Bulky goods drop-off service four times per year within GCSD service limits including greenwaste:.....	Included	Included
4. Weekly commingled recyclable materials collection (64 gal wheeled cart):.....	Included	Included
5. Every other week greenwaste (yard trimmings, etc.) collection, limited to one 96 gal wheeled cart, and one (1) customer provided 30 gal container:.....	Included	Included
6. Bulky goods curbside collection service, limited to four (4) times per year:..... (Each pick up limited to one (1) item up to 200 lbs or five (5) - 30 gal bags)	Included	Included
7. Drop-off at Recycling yard in Pacifica of motor oil, latex paint, unpainted lumber, large pieces of metal, styrofoam, e-waste, large appliances, furniture, mattresses, large amounts of recyclable materials:.....	Included	Included
8. Christmas tree pick up thru January 31st:.....	Included	Included
a. Christmas tree pick up after January 31st - per tree:.....	\$22.12	\$23.39

MULTI-FAMILY, COMMERCIAL AND INDUSTRIAL SERVICE

1. Service to restaurants, hotels, cafes, apartments, stores and similar places of business, factories, schools and institutions: Wet and dry garbage - Container limits: Volume - 30 gals (1/4 cu yd), up to 75 lbs -		
a. Regular collections -		
One (1) - 32 gal collection - once per week:.....	\$33.94	\$35.89
One (1) - 64 gal collection - once per week:.....	\$108.21	\$114.44
One (1) - 96 gal collection - once per week:.....	\$178.10	\$188.36

From December 2017 Board Meeting

		5.76%
	Current	Proposed
	2017	2018
	Rates	Rates
<u>MULTI-FAMILY, COMMERCIAL, AND INDUSTRIAL SERVICE Cont'd</u>		
b. Additional 64 or 96 gal commercial carts picked up more than once per week - will be original charge times the number of pickups:.....	Will Vary	Will Vary
2. Commercial Container Rental -		
a. 1 cubic yard box - per collection:.....	\$47.73	\$50.48
b. 2 cubic yard box - per collection:.....	\$61.90	\$65.47
3. Commercial Container Collections -		
a. 1 cubic yard box - per collection:.....	\$42.75	\$45.21
b. 2 cubic yard box - per collection:.....	\$85.05	\$89.95
4. Compacted Commercial Container Service -		
a. 1 cubic yard box - per collection:.....	\$82.02	\$86.74
b. 2 cubic yard box - per collection:.....	\$165.66	\$175.20
5. Recyclable material collection up to five times per week:.....	Included	Included
<u>DEBRIS BOX SERVICE</u>		
1. Seven (7), fourteen (14), twenty (20) and thirty (30) yard containers -		
a. Container rental, delivery, and pickup charge:.....	\$315.21	\$333.37
b. \$7.85 per ton confirmed by disposal site weight slip:.....	Will Vary	Will Vary
<u>SPECIAL PROVISIONS</u>		
1. Financial hardship rate for weekly collection for single container placed in front of premises, wet and dry garbage 32 gal can (PGE Care Program-15% reduction):.....	\$18.72	\$19.80
2. Administrative charge for placement of delinquent accounts on County property tax roll - per account:.....	\$55.13	\$58.31
3. Charge to photocopy, fax, or scan documents - 1st page:.....	\$2.17	\$2.29
Each additional page:.....	\$0.54	\$0.57
<u>COMMERCIAL COMPOSTING RATES</u>		
1. Commercial Container Rental -		
a. 1 cubic yard box - per collection:.....	\$47.63	\$50.48
b. 2 cubic yard box - per collection:.....	\$61.90	\$65.47
2. Commercial Composting Container Collections -		
a. 1 cubic yard box - per collection:.....	\$75.62	\$79.97
b. 2 cubic yard box - per collection:.....	\$98.06	\$103.70

ITEM #5

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SEWER AUTHORITY MID-COASTSIDE

Board of Directors Meeting Agenda

Regular Board Meeting 7:00 PM, Monday, September 26, 2022

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

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 below.

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

<https://us02web.zoom.us/j/88402997895?pwd=dFFoTVRrVzlwQVRjV2ZGOXZTcEJrUT09>

Meeting ID: 884 0299 7895

Passcode: 005340

One tap mobile

+16699006833,,88402997895#,,, *005340# US (San Jose)

Dial by your location

+1 669 900 6833 US (San Jose)

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

1. CALL TO ORDER

A. Roll Call:

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

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

Members of the public are welcome to submit comments via e-mail by sending them to kishen@samcleanswater.org. All comments so submitted prior to 7 pm on September 26, 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 September 12, 2022 Regular Board Meeting **(Attachment)**
- B. Approve Disbursements for September 26, 2022 **(Attachment)**
- C. Monthly Revenue and Expense Report for Period Ending August 31,2022 **(Attachment)**

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

- A. Authorize General Manager to Issue a Purchase Order to Pacific Water Resources for the Purchase of One Replacement Pump for the Effluent Pump Station at SAM Plant in the Amount of \$110,135 **(Attachment)**
- B. Report on use of SAM funds for Employee Wellness Program and Incidentals **(Attachment)**

5. GENERAL MANAGER’S REPORT

- A. Monthly Manager’s Report – August 2022

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 (1) of Subdivision (d) of Section 54956.9: (Half Moon Bay v. Granada CSD, Montara WSD & Sewer Authority Mid-Coastside) Conference with Labor Negotiators (§ 54957.6) Unrepresented Employees

- B. Conference with Labor Negotiators (§ 54957.6) Agency designated representatives Kishen Prathivadi, Jeremy Jungreis, Christopher Boucher Employee organization: IUOE Stationary Engineers, Local 39
- C. Conference with Labor Negotiators (§ 54957.6) Unrepresented Employees
- D. Conference with Labor Negotiators (§ 54957.6) Unrepresented Employee: General Manager

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

11. ADJOURNMENT

- Upcoming Regular Board Meetings: October 24, 2022 and November 14 , 2022

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

INFORMATION FOR THE PUBLIC

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

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

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

MINUTES
SAM BOARD OF DIRECTORS REGULAR MEETING
September 12, 2022

1. CALL TO ORDER

Chair Ruddock called the meeting to order at 7:00 p.m. from her residence in Half Moon Bay, 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 September 12, 2022 regular meeting.

A. Roll Call

Directors Dye, Lohman, Clark, Penrose, Slater-Carter, and Chair Ruddock were present. Also present via teleconferencing were General Manager Kishen Prathivadi, Finance Officer George Evans, General Counsel Jeremy Jungreis, and Plant Superintendent Tim Costello.

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

General Manager Prathivadi welcomed, and introduced Aaron Gilbert, SAM's new Lead Operator to the Board. Plant Superintendent Tim Costello informed the Board of Aaron's education, employment, and background in the wastewater industry. The Board welcomed Aaron as a new employee to SAM.

Delia Comito, resident of El Granada, and Assistant General Manager to the Granada Community Services District (GCSD), addressed the Board on her own behalf, and not as a representative of GCSD or any of the GCSD Board of Directors. She discussed honesty and ethics that forward the interest of the public, and her focus on the ethical behavior and the proper use of public funds.

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 August 22, 2022 Regular Board Meeting
- B. Approve Disbursements for September 12, 2022
- C. Ratification of Resolution 1-2022 for Continuation of Virtual/Teleconference Meetings per Assembly Bill (AB) 361 for the Period August 14, 2022 through September 13, 2022 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)

D. Accept the Quarterly Financial Report for the 4th Quarter of Fiscal Year 2021-22

Director Clark had corrections to the minutes of August 22, 2022. He stated 2 items, minutes policy, and public records requests were already on the agenda of the August 8, 2022 SAM Board meeting that was cancelled, and was inquiring when they would re-appear on the agenda, not when would they appear as a future agenda item.

Director Penrose moved, and Director Clark seconded the motion to approve Consent Agenda Item 3A – Approve Minutes of August 22, 2022 Regular Board Meeting as amended by the Board, Consent Agenda Item 3B – Approve Disbursements for September 12, 2022, Item 3C - Ratification of Resolution 1-2022 for Continuation of Virtual/Teleconference

Meetings per Assembly Bill (AB) 361 for the Period August 14, 2022 through September 13, 2022 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), and Item 3D - Accept the Quarterly Financial Report for the 4th Quarter of Fiscal Year 2021-22 as presented.

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

4. REGULAR BUSINESS

- A. Authorize General Manager to Issue a Purchase Order to Environmental Dynamics International for the Spray Foam Header Piping, In-Basin Aeration Components, and Scope Adjustments to the Main Air Supply Header for Aeration Basin #4 in the Amount of \$138,050

General Manager Prathivadi reviewed the staff report and discussed the purchase of the spray foam header piping, the in-basin aeration components, and scope adjustments to the main air supply header for Aeration Basin #4. A discussion ensued. Following a question and answer period, Director Slater-Carter moved, and Director Clark seconded the motion to authorize the General Manager to issue a purchase order to Environmental Dynamics International for the Spray Foam Header Piping, In-Basin Aeration Components, and Scope Adjustments to the Main Air Supply Header for Aeration Basin #4 in the Amount of \$138,050

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

B. Review and Adopt the Revised SAM Public Records Act Policy

General Manager Prathivadi discussed proposed minor changes to the SAM Public Records Act Policy as discussed with the Board Ops Committee, and recommended the Board of Directors adopt the revised policy. General Counsel Jungreis summarized the proposed changes for the public. A discussion ensued. Director Clark suggested a note at the end of paragraph 2 on page 1, “ Note: this supersedes the previous policy which is hereby revoked”, and also add the word “are” to the 1st paragraph under Process for Receiving and Responding, line 2 as it was missing from the sentence “reasons to justify.” Following discussion, Director Lohman moved, and Director Penrose seconded the motion to review and adopt the SAM Public Records Act Policy as revised with Director Clark’s revisions.

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

C. Review and Adopt the SAM Board Minutes Policy

General Manager Prathivadi discussed minor changes to the SAM Board Minutes Policy as discussed with the Board Ops Committee and recommended the Board of Directors adopt the policy. Director Lohman moved, and Director Clark seconded the motion to adopt the SAM Board Minutes Policy as presented.

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

D. Authorize General Manager to Issue a Purchase Order to Global Diving and Salvage for Excavating and Repairing the Damaged Outfall Diffusers in the Amount of \$132,069

General Manager Prathivadi discussed the damaged Outfall Diffusers, and recommended the Board of Directors authorize him to issue a purchase order to Global Diving and Salvage for excavating and repairing the damaged Outfall Diffusers in the amount of \$132,069. A discussion ensued. Director Dye requested discussing ways to building more flexibility into the infrastructure budget. Following the question and answer period, Director Slater-Carter moved, and Director Penrose seconded the motion to authorize the General Manager to issue a Purchase Order to Global Diving and Salvage for excavating and repairing the damaged outfall diffusers in the amount of \$132,069.

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

5. GENERAL MANAGERS REPORT

General Manager Prathivadi informed the Board of SAM's participation in the Mandatory Demand Response Dispatch Program initiated by PG&E during the extreme hot weather of the past few days. Power was shut down for four days from 4:00 p.m. to 9:00 p.m. at all of SAM's facilities due to the strain on California's grid. He stated that by participating in this program SAM helped to avoid a blackout in California.

6. ATTORNEY'S REPORT

General Counsel Jungreis discussed the EPA's proposed listing of PFOA and PFOS as hazardous substances.

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.

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

There was no Closed Session.

11. ADJOURNMENT

Chair Ruddock adjourned the meeting at 7:58 p.m.

Respectfully Submitted,

Approved By:

Suzie Turbay
Administrative Assistant

Board Secretary



SEWER AUTHORITY MID-COASTSIDE

Staff Report

TO: Honorable Board of Directors
FROM: Tim Costello, Plant Superintendent
DATE: September 26, 2022
SUBJECT: **Monthly Manager’s Report – August 2022**

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 August 2022.

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	0.700	62.29%
Granada CSD	0.207	18.42%
Montara W&SD	0.217	19.28%
Total	1.124	100%

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

Administration

There was one Regular Board Meeting in the month of August, and one public records request. There was one article in the Half Moon Bay Review mentioning SAM (Granada Community Services District Board Meeting review). There has been no lost time work accidents since September 10, 2019. There was one new hire, Aaron Gilbert, Plant Lead Operator – Grade 5, and two anniversaries in the month of August. Susan Turbay, Administrative Assistant, 15 years, and Keith Harvey, Plant Operator – Grade 2, 8 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.

We are still adding sodium hydroxide to assist with pH adjustment. Right now the hydroxide addition looks like it will be going on for a while at least until we start to get greater flows through the plant.

We are adding poly and cl₂ for foam control on an as needed basis. Also adding poly to eff end of MLSS tank to aid in settling.

We continue to keep open communicating going with Mr. Burrell at the state to be sure he is kept in the loop of what we have going on so there were no surprises.

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

During the month of August 2022 rainfall was slightly below normal for Half Moon Bay. The 10-year average for the area is 0.164 inches of rain in July, (0.24 inches used to be considered normal, this year we received 0.17 ever so slightly above the 10 yr average). This web link has some very useful data for our area, <https://ggweather.com/hmb/> . Rainfall totals were as follows: 0.17 inches, (from the NOAA gauge at the plant). Our roof top had 0.16 at the plant, 0.12 inches in the GCSD service are, and 0.20 inches at the MWSD weather station. There were micro-climate variations verified by the data.

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	D. Penrose	D. Ruddock	K. Slater-Carter
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	P. Dekker	J. Harvey	H. Rarback

Below is a chronological summary of some of the occurrences during the month of August 2022.

- 8/1/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, bleach spray on to MLSS for foam, Covid sample sent to Stanford.
- 8/2/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, bleach spray on to MLSS for foam, opened up heat exchanger – found it obstructed with plastic debris and bits of rags. Met with JBI and Calcon to discuss bar screen control placement and check measurements.
- 8/3/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, bleach spray on to foam. Cleaned chlorine contact basin # 2, Calcon in working on portola pump #3 wiring. Covid sample sent out to Stanford.
- 8/4/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam
- 8/5/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, Calcon in doing electrical at headwork's, bisulfite delivery revived, Covid sample sent to Stanford.
- 8/6/2022 – Saturday - Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/7/2022 – Sunday - Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/8/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford.
- 8/9/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Prep equipment and set up for ocean monitoring tomorrow. Check with lab and currier and confirm boat availability is still on.
- 8/10/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford. Tim and Keith did Ocean monitoring, waters was calm, entire process went very well. Sample pump for analyzer was replaced today.
- 8/11/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Cleaned chlorine contact basin # 1 today, put influent pump #3 in service, took pump #2 out of service as the rotation assembly seal is leaking. Ran and tested all other influent pumps. Set up new sample pump so it is ready to go whenever it is needed. Electrical bus ducting was received today from Eaton.

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

- 8/12/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, spoke to Rocket farms about moving more of their discharge to overnight if possible, Covid sample sent to Stanford.
- 8/13/2022 – Saturday - Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/14/2022 – Sunday - Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/15/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford.
- 8/16/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Installing Co2 fire extinguishers in place of the halon ones.
- 8/17/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam, cleaned ferric filters, MDL for lab, Covid sample sent out to Stanford. Andreini assisted us with rotating hypo tank at Montara pump station so that we can get the piping hooked up. Day 1 of alpha samples sent out.
- 8/18/2022 – Add Hydroxide to MLSS inf for Ph adjustment, add poly to MLSS for foam, chlorine spray to MLSS basin foam. Day 2 of Alpha samples sent out. Work on hypo piping at Montara PS in the afternoon after parts arrived.
- 8/19/2022 – Add Hydroxide to MLSS inf for Ph adjustment, Cl2 spray to MLSS for foam, Covid sample sent to Stanford.
- 8/20/2022 – Saturday - Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/21/2022 – Sunday - Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/22/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford, Alpha samples day 1 and 2 sent.
- 8/23/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Mix chems for effluent analyzers, washing down / cleaning up.
- 8/24/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford. Plant genny test, washing down.
- 8/25/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Plant tour – RWQCB – Executive officer Eileen White and Chair Jayne Battey. Had a meeting with Hach rep regarding whims.

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	P. Dekker	J. Harvey	H. Rarback

- 8/26/2022 – Add Hydroxide to MLSS inf for Ph adjustment, Cl2 spray to MLSS for foam, Covid sample sent to Stanford. Monthly fire extinguisher / eyewash checks.
- 8/27/2022 – Saturday - Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/28/2022 – Sunday - Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Routine rounds and reads.
- 8/29/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford, Alpha samples day 1 sent. Washing down routine housekeeping.
- 8/30/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam. Washing down / cleaning up. Added poly to MLSS, (perhaps too much, not the desired effect). All hands meeting, Peninsula pump here working on pump base for RDT. Alpha samples day 2 sent.
- 8/31/2022 – Add Hydroxide to MLSS inf for Ph adjustment, chlorine spray to MLSS basin foam, Covid sample sent out to Stanford. Plant tour for Helen Wolter (district rep for Senator Josh Becker), HMB Mayor Debbie Ruddock, city manager Matthew Chidester, Public work director John Doughty, City engineer Maz Bozorginia, and Director Slater Carter from the MWSD district.

Other activities are listed below:

There were 10 deliveries (approximately 5,900 gallons) of trucked waste discharged at the SAM Plant for a total revenue of \$ 590.00. There were no leachate deliveries to the SAM IPS line in the month of August 2022, for a total leachate volume of 0 gallons.

The NPDES data report for August 2022 is attached reference (Attachment B).

Contract Collection Services

The SAM crew cleaned 33,596 feet of sewer line and responded to nine service calls in contract service areas. All nine were sewer line related and there were no maintenance service calls. Three of the callouts were during regular business hours or started during regular business hours. Six were after hour calls. Four calls were in HMB, three calls were in the GCSD service area, and two calls were in the MWSD service area during August.

HMB – The service calls in HMB was as follows; 8/8 - Odor complaint, crew checked for flow and check for odors in the reported area. They were

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

unable detect anything out of the ordinary. 8/17 - Call for a sewer backing up, crew arrived and observed standing water in the cleanout. They flushed the main line finding no obstruction. This is a private issue, owner was advised to contact a plumber to resolve. 8/24 - Call for odor complaint, crew member arrived and could not detect odor in the area. Inspected upstream and downstream manhole to be flowing normally. 8/26 - Call for a sewer back up, when the crew arrived they observed debris by the cleanout. Crew flushed main finding no obstruction. Crew cleaned up debris and advised owner to contact a plumber to resolve the issue.

There were no maintenance calls in HMB during the month of August 2022.

GCSD – The service calls in the GCSD were as follows; 8/8 - Call for toilets backing up, this is the last house on the line, we have to respond periodically as there is not enough flow to keep the line clear. Flushed main and hosed out service line to restore flow. 8/10 - PG&E contractor broke main line, crew had to remain onsite to prevent any S.S.O. while contractor repaired the main line. Main line was clearly marked not sure how or why they hit it. 8/26 - Received a call for sewage coming out a clean out. Crew arrived and went to work on clearing the obstruction while also damming up leaking sewer. Found roots to be cause of blockage. Returned the following day to televise line and found root intrusion, flushed to clear line with camera in place. Notified district of findings, (assistant GM came out on site). The call on the 26th was a category 3 S.S.O.

There were no maintenance calls in GCSD during the month of August 2022.

MWSD – The sewer line related calls in the MWSD area were as follows; 5/18 - Call for standing water in cleanout, crew flushed main finding no obstructions. Reporting person was not backing up, after inspecting the Christy box it appeared to just be ground water no other issue. 8/28 - Call for slow house draining, crew ran main finding no obstructions. Advised homeowner to contact a plumber to resolve.

There were no maintenance calls in the MWSD service area during the month of August 2022.

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Attachment A

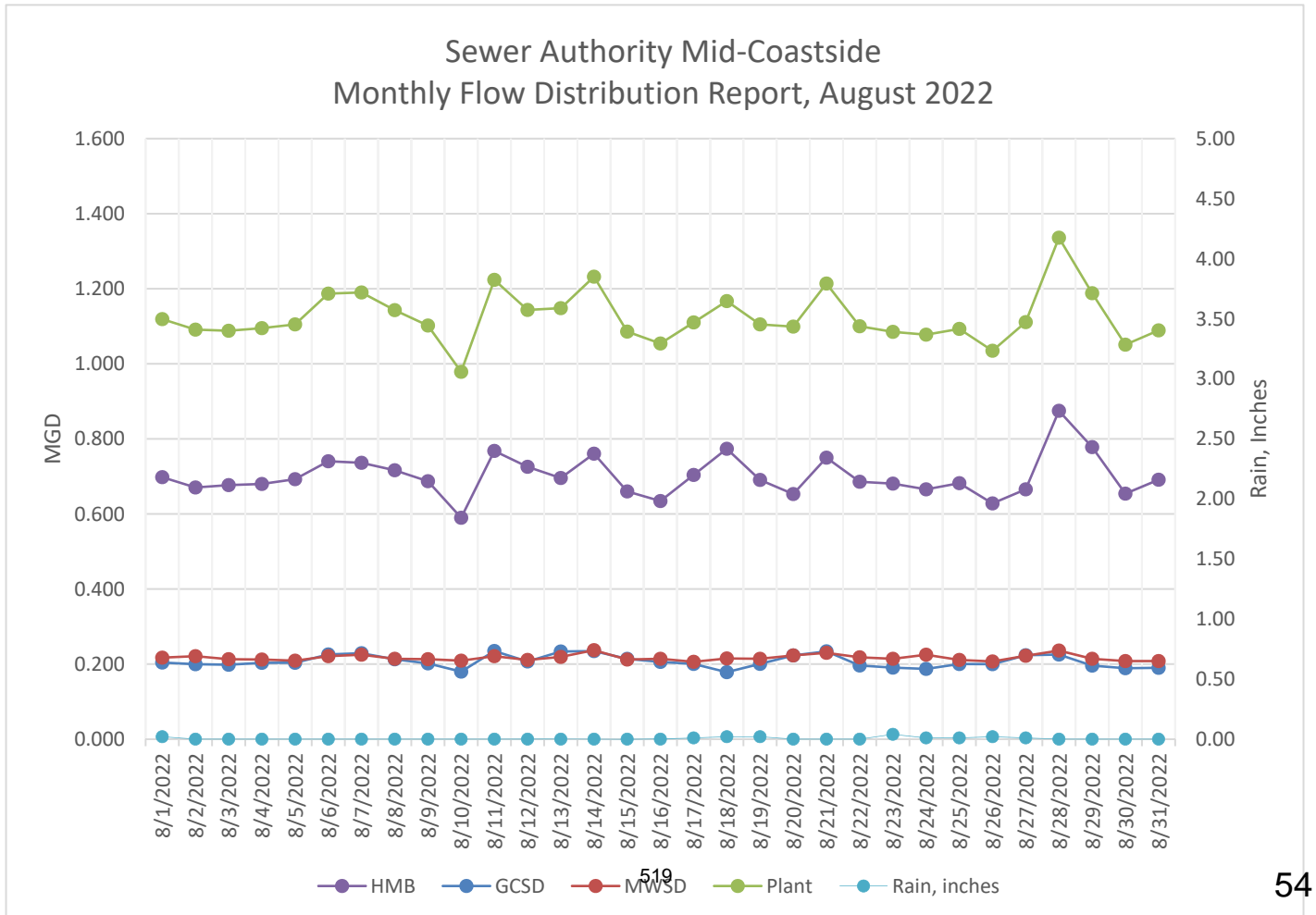
Flow Distribution Report Summary for August 2022

The daily flow report figures for the month of August 2022 have been converted to an Average

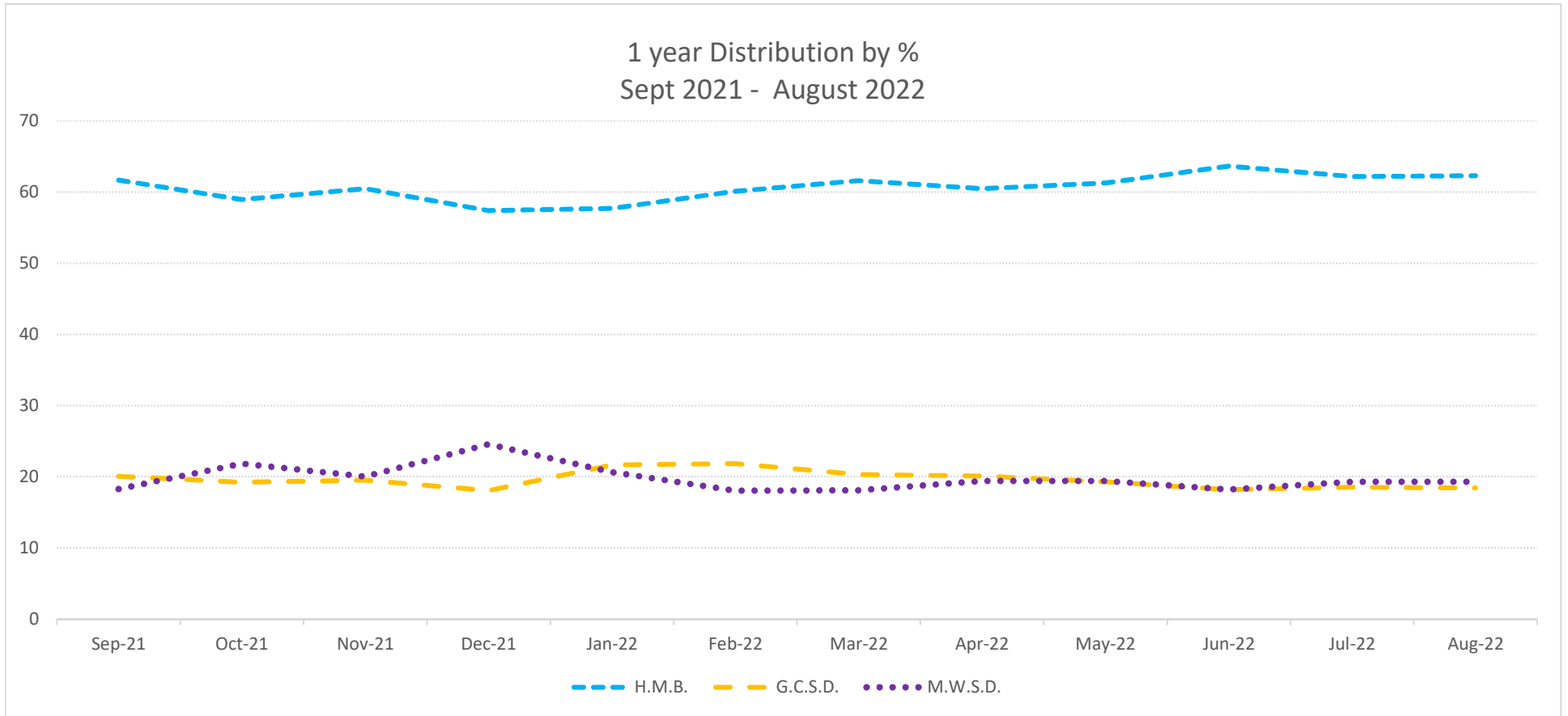
Daily Flow (ADF) for each Member Agency.
The results are attached for your review.

The summary of the ADF information is as follows:

	<u>MGD</u>	<u>%</u>
The City of Half Moon Bay	0.700	62.29%
Granada Community Services District	0.207	18.42%
Montara Water and Sanitary District	<u>0.217</u>	<u>19.28%</u>
Total	1.124	100.0%



Flow based percent distribution based for past year



Sewer Authority Mid-Coastside

Monthly Collection System Activity/SSO Distribution Report, August 2022

August 2022

	Total	Number of S.S.O's			
		HMB	GCS D	MWSD	SAM
Roots	1	0	1	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	0	0	0	0	0
Other	0	0	0	0	0
Total	1	0	1	0	0
		100%			

12 Month Moving Total

	Total	12 month rolling Number			
		HMB	GCS D	MWSD	SAM
Roots	2	0	2	0	0
Grease	0	0	0	0	0
Mechanical	0	0	0	0	0
Wet Weather	2	1	0	1	0
Other	2	1	0	0	1
Total	6	2	2	1	1
		33%	33%	17%	17%

Reportable SSOs

	Total	Reportable Number of S.S.O.'s			
		HMB	GCS D	MWSD	SAM
August 2022	1	0	1	0	0
12 Month Moving Total	6	2	2	1	1

SSOs / Year / 100 Miles

	Total	Number of S.S.O.'s /Year/100 Miles			
		HMB	GCS D	MWSD	SAM
August 2022	1.0	0.0	3.0	0.0	0.0
12 Month Moving Total	5.7	5.4	6.0	3.7	13.7
Category 1	1.9	2.7	0.0	3.7	0.0
Category 2	0.0	0.0	0.0	0.0	0.0
Category 3	3.8	2.7	6.0	0.0	13.7
Miles of Sewers	104.5	37.0	33.2	27.0	7.3
		35.4%	31.8%	25.8%	7.0%

12 Month Rolling Total Sewer Cleaning Summary

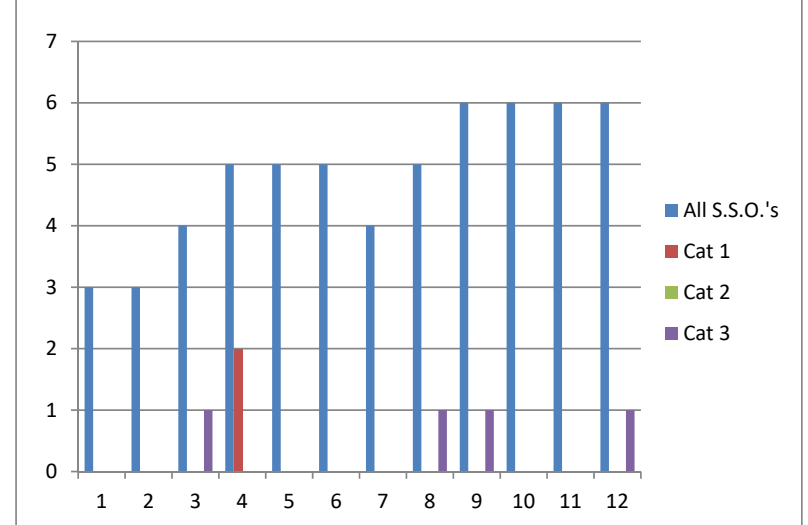
Month	HMB	GCS D	MWSD	Total Feet	Total Miles
Sep - 21	10,059	8,794	8,659	27,512	5.2
Oct - 21	14,319	13,526	10,400	38,245	7.2
Nov - 21	1,567	11,465	10,878	23,910	4.5
Dec - 21	1,423	9,662	7,303	18,388	3.5
Jan - 22	4,029	10,061	11,675	25,765	4.9
Feb - 22	18,178	9,863	6,934	34,975	6.6
Mar - 22	12,060	13,397	4,271	29,728	5.6
April - 22	12,929	12,757	7,371	33,057	6.3
May - 22	11,253	8,527	6,221	26,001	4.9
June - 22	15,694	8,845	6,932	31,471	6.0
July - 22	8,472	12,491	4,718	25,681	4.9
Aug - 22	15,041	7,358	11,197	33,596	6.4

Annual ft	125,024	126,746	96,559	348,329	
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Annual Mi.	23.7	24.0	18.3		66.0
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Attachment C

12 Month Moving SSO Totals Through August 2022



TASK SUMMARY- GCSD 2022-2023

Task	Target Total	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June	Total to Date	% Complete
Sewer Line Cleaning	87,000	11,681	7,015											18,696	21%
Hot Spot Cleaning	5,400	-	2,038											2,038	38%
Lift Station Inspection - Daily	52	4	5											9	17%
Lift Station Inspection - Annually	3	-	-											-	0%
Maint. Work Orders - Completed	-	4	5											9	
Maint. Work Orders - Incomplete	-		-											-	
Manhole Inspection	879	55	43											98	11%
USA Markings	372	103	225											328	88%
F.O.G. Inspections Completed	10	-	-											-	0%
F.O.G. Inspections Passed	10	-	-											-	0%
F.O.G. Inspection Failed	-	-	-											-	
Lateral Inspections	-	-	-											-	
Customer Service Call - Reg	-	3	1											4	
Customer Service Call - OT	-	1	2											3	
SSO Response - Category 1	-	-	-											-	
SSO Response - Category 2	-	-	-											-	
SSO Response - Category 3	-	-	1											1	
Insurance Claims Filed	-	0	0											-	



Sewer Authority Mid-Coastside



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- **[Agendas](#)**
- [Minutes](#)
- [Resolutions](#)

2022

- 📅 October 4 2022 Board Ops Committee Mtg
- 📅 September 26 2022 Employee Wellness Program and Incidentals Report
- 📅 September 26 2022
- 📅 September 22 2022 Finance Committee Special Mtg
- 📅 September 15 2022 Finance Committee Mtg
- 📅 September 12 2022
- 📅 August 25 2022 Finance Committee Special Mtg
- 📅 August 22 2022
- 📅 Notice of Cancellation August 18 2022 Finance Committee Meeting
- 📅 August 18 2022 Finance Committee Mtg
- 📅 Notice of Cancellation August 8 2022 Board Meeting
- 📅 July 25 2022
- 📅 July 21 2022 Finance Committee Mtg
- 📅 July 11 2022
- 📅 July 7 2022 Board Ops Committee Special Mtg
- 📅 July 7 2022 Finance Committee Special Mtg
- 📅 July 5 2022 Board Ops Committee Mtg
- 📅 VFD Installation for 6-27-22 Board Meeting

ITEM #6

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GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS REGULAR MEETING at 7:30 p.m.

Thursday, September 15, 2022

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

CALL MEETING TO ORDER

The Regular Meeting was called to order at 7:30 pm.

ROLL CALL

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

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

GENERAL PUBLIC PARTICIPATION

Speaking as a ratepayer and not as a representative of GCSD, Assistant General Manager Delia Comito reported on the recent article in the Half Moon Bay Review concerning the difficulty she encountered after submitting a PRA request to the Sewer Authority Mid-Coastside for credit card statements and receipts. She emphasized that her request was made for the purposes of fiscal transparency. She also reported that the June 30 fiscal year end financials reported by SAM at their last board meeting showed that SAM had finished the year nearly one million dollars over their budget for O&M consisting of administration, treatment, and environmental services.

REGULAR 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 Marsh moved to approve the Resolution. (Marsh/Suchomel)
Approved 5-0.

2. Parks and Recreation Activities.

- a. Report from Parks Advisory Committee.**
- b. Report on Proposed Community Center.**
- c. Report on Burnham Park.**

Director Marsh reported on several meetings with the district's parks and community center consultants. The General Manager also reported that he was working with the district's financial consultant to explore potential financing options for the community center and park parcels.

- d. Consideration of Revised Disc Golf Proposal and Public Outreach Results.**

Directors Dye and Marsh reported that the school district, which owns the land proposed for the location of the disc golf course, had declined to offer a land lease for the proposed course.

3. Consideration to Extend Lease at 480 Avenue Alhambra, El Granada to Picasso Preschool.

General Manager Chuck Duffy reported that due to the permitting requirements and timing of the work for the proposed park and community center, he did not foresee any actual construction being started on site until the summer of 2024. The current school lease is due to end on August 31, 2023.

ACTION: Director Marsh moved to approve extending the existing lease for the preschool an additional year to August 31, 2024. (Marsh/Seaton) Approved 5-0.

4. Consideration of Amendment to District Personnel Manual.

Assistant General Manager Delia Comito provided an overview of the proposed changes to the district personnel manual, which include the addition of a continuation of benefits clause, as well as recognizing Juneteenth (June 19th) as a district holiday. Director Marsh suggested that the wording in the amendment specifying the "district's contribution amount of \$1400 per month" to health care costs for its employees be replaced with the words "the district's then current healthcare contribution".

ACTION: Director Marsh moved to approve the amendment with the change noted above. (Marsh/Clark) Approved 5-0.

5. Report on Sewer Authority Mid-Coastside Meetings.

Director Dye reported that while the SAM year end financial report showed a million dollar operating deficit, she has been working with SAM staff to improve the reporting of SAM's finances. Specific focus has included improving reporting on deficit O&M spending should it occur, as well as improved regular status and budget reports on SAM's infrastructure replacement program. Director Clark provided a review of the last few SAM meetings.

CONSENT AGENDA

6. August 18, 2022 Special and Regular Meeting Minutes.

7. September 2022 Warrants.

8. July 2022 Financial Statements.

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

10. Attorney's Report – No further report.

11. General Manager's Report – No further report.

12. Administrative Staff Report – No further report.

13. Engineer's Report – No further report.

14. Future Agenda Items.

ADJOURN REGULAR MEETING

At the conclusion of the August 18, 2022 Meeting:

Last Ordinance adopted: No. 175

Last Resolution adopted: No. 2022-012

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

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

ITEM #7

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

Warrants to be provided under separate cover .

ITEM #8

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**Granada Community Services District
Statement of Net Position (Unaudited)
As of August 31, 2022**

ASSETS

Current Assets	
Checking/Savings	
1020 · Petty Cash	\$ 420
1030 · Cash - LAIF	2,541,520
1040 · Tri Counties Bank - Gen Op	307,026
1050 · Tri Counties Bank - Deposit	17,345
Total Checking/Savings	<u>2,866,311</u>
Other Current Assets	
1100 · Accounts Receivable	648
1500 · Due from AD	17,602
Total Other Current Assets	<u>18,250</u>
Total Current Assets	2,884,561
Fixed Assets	
1600 · Land	2,862,979
1610 · Construction in Progress	168,508
1615 · Equipment	22,153
1620 · Collections System	11,227,956
1630 · Accumulated Depreciation	(7,550,452)
Total Fixed Assets	<u>6,731,144</u>
Other Assets	
1700 · Advance to MWSD	1,085,094
1710 · Allowance - for Advance to MWSD	(1,085,094)
1720 · Advance to AD- Bond Reserve	364,890
1730 · Advance to AD- NCA Fund	(7,287)
1735 · Advance to AD- Assesmnt Revenue	(31,484)
1750 · Investment in SAM	4,648,209
1760 · Deferred Outflows of Resources	97,661
Total Other Assets	<u>5,071,989</u>
Total Assets	14,687,694

LIABILITIES

Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	97,161
2001 · Accrued Vacation	1,748
2003 · Due to GCSD Customer	550
2020 · Class 3 Deposits	19,055
2100 · Payroll Liabilities	4,112
2225 · Recology-Del Garbage	14,791
2310 · Relief Refund Advance	350
Total Current Liabilities	<u>137,767</u>
Long Term Liabilities	
2401 · Net Pension Liability	180,448
2402 · Deferred Inflows of Resources	12,651
Total Long Term Liabilities	<u>193,099</u>
Total Liabilities	330,866

NET POSITION

3000 · Net Assets	14,653,455
Net Loss	(296,627)
Total Net Position	<u>\$ 14,356,828</u>

No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the United States of America and the statement of cash flows have been omitted.

**Granada Community Services District
Revenues & Expenses (Unaudited)
July 1, 2022 through August 31, 2022**

	Jul 1, 2022 - Aug 31, 2022	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2022/2023 Budget
Revenues				
Operating Revenue				
4015 · Park Tax Allocation	\$ 648	\$ 154,170	\$ (153,522)	\$ 925,000
4020 · Sewer Service Charges-SMC	-	359,170	(359,170)	2,155,000
4030 · AD OH Reimbursement	-	5,500	(5,500)	33,000
4040 · Recology Franchise Fee	7,091	6,830	261	41,000
4000 · Operating Revenue	36,023	-	36,023	-
Total Operating Revenue	43,919	525,670	(481,751)	3,154,000
Non Operating Revenue				
4120 · Interest on Reserves	-	4,250	(4,250)	25,500
4130 · Connection Fees	9,400	4,670	4,730	28,000
4150 · Repayment of Adv to AD-NCA	-	52,500	(52,500)	315,000
4160 · SAM Refund from Prior Yr	-	170	(170)	1,000
4170 · ERAF Refund	221,999	58,330	163,669	350,000
4180 · Misc Income	11,000	11,000	-	66,000
Total Non Operating Revenue	242,399	130,920	111,479	785,500
Total Revenues	286,318	656,590	(370,272)	3,939,500
Gross Profit	286,318	656,590	(370,272)	3,939,500
Expenses				
Operations				
5010 · SAM - General	171,923	171,911	(12)	1,031,541
5020 · SAM - Collections	34,900	34,900	-	209,400
5021 · Lift Station Maint.	191	-	(191)	-
5022 · SAM- NDWSCP	2,251	-	(2,251)	-
5050 · Mainline System Repairs	-	1,670	1,670	10,000
5060 · Lateral Repairs	-	2,500	2,500	15,000
5065 · CCTV	-	1,670	1,670	10,000
5070 · Pet Waste Station	588	300	(288)	1,800
5110 · RCD - Parks	-	5,000	5,000	30,000
5120 · Half Moon Bay Reimb - Parks	-	18,300	18,300	109,800
5130 · Parks & Rec Professional Services	22,503	50,000	27,497	300,000
Total Operations	232,356	286,251	53,895	1,717,541

No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the United States of America and the statement of cash flows have been omitted.

**Granada Community Services District
Revenues & Expenses (Unaudited)
July 1, 2022 through August 31, 2022**

	Jul 1, 2022 - Aug 31, 2022	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2022/2023 Budget
Expenses (Continued)				
Administration				
6010 · Auditing	-	3,670	3,670	22,000
6020 · Copier lease	1,273	1,000	(273)	6,000
6040 · Directors' Compensation	2,300	2,000	(300)	12,000
6050 · Education & Travel Reimb	-	330	330	2,000
6060 · Employee Compensation	44,616	65,000	20,384	390,000
6070 · Engineering Services	6,130	5,000	(1,130)	30,000
6080 · Insurance	191	5,830	5,639	35,000
6090 · Legal Services	10,577	5,330	(5,247)	32,000
6095 · Legal Services for Case Related Legal	-	5,000	5,000	30,000
6100 · Memberships	1,321	1,500	179	9,000
6120 · Office Lease	9,100	10,000	900	60,000
6130 · Office Maintenance & Repairs	360	420	60	2,500
6140 · Office Supplies	502	420	(82)	2,500
6150 · Professional Services	31,306	22,670	(8,636)	136,000
6160 · Publications & Notices	691	2,500	1,809	15,000
6170 · Utilities	1,770	2,330	560	14,000
6180 · Video Taping	1,200	830	(370)	5,000
6190 · Computers	30	500	470	3,000
6220 · Miscellaneous	10,450	1,330	(9,120)	8,000
6230 · Bank Service Charges	63	-	(63)	-
6310 · Park Related Misc Expenses	101,527	21,670	(79,857)	130,000
Total Administration	223,407	157,330	(66,077)	944,000
Capital Projects				
7013 · 6-yr CIP Phase 2	27,420	58,330	30,910	350,000
7100 · SAM - Infrastructure	99,762	99,759	(3)	598,569
Total Capital Projects	127,182	158,089	30,907	948,569
Total Expenses	582,945	601,670	18,725	3,610,110
Net Income (Loss)	<u>\$ (296,627)</u>	<u>\$ 54,920</u>	<u>\$ (351,547)</u>	<u>\$ 329,390</u>

No assurance is provided on these financial statements. Substantially all disclosures required by accounting principles generally accepted in the United States of America and the statement of cash flows have been omitted.

ITEM #9

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #10

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #11

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #12

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #13

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.