



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA

BOARD OF DIRECTORS

REGULAR MEETING at 7:30 p.m.

Thursday, November 17, 2022

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

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

[Join Zoom Meeting](#)

Phone one-tap: US: [+16699006833](tel:+16699006833).,[92826176961#](tel:+192826176961) or [+19292056099](tel:+19292056099).,[92826176961#](tel:+192826176961)
Meeting URL: <https://dudek.zoom.us/j/92826176961>

Join by Telephone

Dial: US: +1 669 900 6833 or +1 929 205 6099
Meeting ID: 928 2617 6961

CALL 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. **Present Certificates of Appreciation to Directors Seaton and Suchomel for their service to the District.**
2. **Parks and Recreation Activities.**
 - a. **Report from Parks Advisory Committee.**
 - b. **Report on Proposed Community Recreation Center.**
 - c. **Report on Burnham Park.**
3. **Report on Sewer Authority Mid-Coastside Meetings.**
Recommendation: For board information.

CONSENT AGENDA

4. **October 20, 2022 Regular Meeting Minutes.**
5. **October and November 2022 Warrants.**
6. **September 2022 Financial Statements.**
7. **Assessment District Distribution #2-22/23.**

COMMITTEE REPORTS

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

INFORMATION CALENDAR

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

ADJOURN REGULAR MEETING

At the conclusion of the October 20, 2022 Meeting:

Last Ordinance adopted: No. 175

Last Resolution adopted: No. 2022-14

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

Certificate of Appreciation

Presented to

David Seaton

*In recognition of dedicated public service to the
community as a member of the*

GRANADA COMMUNITY SERVICES DISTRICT

Board of Directors

December 2013 to November 2022

Dated: November 17, 2022

Barbara Dye, President

Nancy Marsh, Vice President



District Seal

Certificate of Appreciation

Presented to

Eric Suchomel

*In recognition of dedicated public service to the
community as a member of the*

GRANADA COMMUNITY SERVICES DISTRICT

Board of Directors

December 2018 to November 2022

Dated: November 17, 2022

Barbara Dye, President

Nancy Marsh, Vice President

District Seal



ITEM #2

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

ITEM #3

Minutes
Board Operations Committee
Regular Meeting
October 4, 2022

1. CALL TO ORDER

The meeting was called to order at 4:00 p.m. via Zoom.

A. Roll Call

Directors Penrose, Clark, and Slater-Carter were present. Also present was General Manager Prathivadi.

2. DISCUSS DIRECTOR COMPENSATION FOR EACH DAY OF SERVICE AND PROVIDE DIRECTION TO STAFF

The present compensation for the Directors is \$100 for each day of service. After discussions, it was decided to take it to the board. It was proposed to increase it to \$150-200 per day of service.

3. CONVENE IN CLOSED SESSION (Items Discussed in Closed Session Comply with the Ralph M. Brown Act)

A. PUBLIC EMPLOYEE PERFORMANCE EVALUATION

Pursuant to Government Code 54957 – Title: General Counsel

The Committee went in to Closed Session at 4:20 pm. The Committee came out of Closed Session at 5:00 pm. Director Penrose reported that there was no reportable action.

4. NEXT MEETING

November 1, 2022, 4 pm to 6 pm.

5. ADJOURNMENT

The meeting was adjourned at 5.00 p.m.

Respectfully Submitted,

Suzie Turbay
Administrative Assistant



SEWER AUTHORITY MID-COASTSIDE
Board of Directors Meeting Agenda
Regular Board Meeting 7:00 PM, Monday, October 24, 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/84890600865?pwd=ZitGYzIXL2RJMWhjUThrUDlnRkxzZz09>

Meeting ID: 848 9060 0865

Passcode: 203006

One tap mobile

+16699006833,,84890600865#,,,,*203006# 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 October 24, 2022 will be distributed to the Board electronically and/or read out loud during the discussion of the respective item(s) identified in the email. Members of the public may also provide comments telephonically or electronically on topics within the jurisdiction of the Authority, or on individual items on the agenda 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 26, 2022 Regular Board Meetings (**Attachment**)
- B. Approve Disbursements for October 24, 2022 (**Attachment**)
- C. Monthly Revenue and Expense Report for Period Ending September 30,2022 (**Attachment**)
- D. Ratification of Resolution 1-2022 for Continuation of Virtual/Teleconference Meetings per Assembly Bill (AB) 361 for the Period October 14, 2022 through November 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) (**Attachment**)

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

- A. Status Update on Annual Comprehensive Financial Report submitted to Government Finance Officers Association (GFOA) for Fiscal Year Ended June 30, 2021 (**Attachment**)
- B. Status Update on Non Domestic Wastewater Source Control Program Permitting (**Attachment**)
- C. Discuss and Consider Adopting the Proposed Revised Purchasing Policy to Replace the Policy Approved on September 25, 2017 (**Attachment**)
- D. Authorize General Manager to Issue a Purchase Order to USA Shade for the Supply and Installation of a Shade Canopy for Chemical Feed Pumps in the Amount of \$45,951.80 (**Attachment**)

5. GENERAL MANAGER’S REPORT

- A. Managers’ Monthly Report – September 2022

6. ATTORNEY’S REPORT

- A. Proposed Legislation to Require Exhaustion of Administrative Remedies Prior to Bringing Proposition 218 Challenge
- B. SB 1439 and Expansion of Levine Act to Most CA Local Agencies (**Attachment**)

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)

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

11. ADJOURNMENT

- Upcoming Regular Board Meetings: November 14, 2022 and November 28, 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.



SEWER AUTHORITY MID-COASTSIDE
Board Operations Committee Meeting Agenda
Regular Meeting
4 PM – 6 PM, Tuesday, November 1, 2022

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

Join Zoom Meeting

<https://us02web.zoom.us/j/85744744495?pwd=L2lscW9SOUnY0xXWWd1K2QzZkp2>

QT09

Meeting ID: 857 4474 4495

Passcode: 269544

One tap mobile

+16699006833,,85744744495#,,,,*269544# US (San Jose)

+16694449171,,85744744495#,,,,*269544# US

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

Deborah Penrose (HMB)

Matthew Clark (GCSD)

Kathryn Slater-Carter (MWSD)

2. APPROVE MINUTES OF OCTOBER 4, 2022 (Attachment)

3. DISCUSS DIRECTOR COMPENSATION FOR EACH DAY OF SERVICE AND PROVIDE DIRECTION TO STAFF

4. DISCUSS ADDITIONAL SEWER TESTING FOR HIGH-RISK SUBSTANCE.

5. NEXT MEETING

Next Board Operations Committee Meeting: December 6, 2022

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.

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ITEM #4



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS REGULAR MEETING

Thursday, October 20, 2022

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

CALL REGULAR MEETING TO ORDER

The Special Meeting was called to order at 6:30 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 and District Counsel William Parkin.

GENERAL PUBLIC PARTICIPATION

None.

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

- 2. Parks and Recreation Activities.**

- a. El Granada Elementary School PTO – Fund Run Sponsorship.**

ACTION: Director Marsh moved to approve the sponsorship for \$500.
(Marsh/Seaton). Approved 5-0.

- b. Report on Proposed Community Center –** Dawn Merkes from Group 4 Architecture gave a presentation on the conceptual design for the proposed community recreation center. Multiple parents whose children attend the existing daycare on the site expressed their opposition to the future community recreation center.
- 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.**

This item was tabled to a later meeting.

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

ACTION: Director Marsh moved to approve initiation of the Proposition 218 process for a proposed Recology rate increase. (Marsh/Dye). Approved 5-0.

5. Report on Sewer Authority Mid-Coastside Meetings.

Directors Dye and Clark provided on report on SAM activities.

CONSENT AGENDA

6. September 15, 2022 Regular Meeting Minutes.

7. October 2022 Warrants.

8. August 2022 Financial Statements.

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

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

The Regular Meeting was adjourned at 10:00 p.m.

Date Approved by Board: November 17, 2022

ATTEST:

Delia Comito, Board Secretary

ITEM #5

Granada Community Services District
October 2022 Warrants
For the November 17, 2022 Board of Director's Meeting

Date	Num	Name	Memo	Account	Amount
09/14/22	9343	AIMS Team LLC	AIMS Upgrade-2022	6072 · Engineering- Misc (AIMS)	8,800.00
09/14/22	9344	AT&T	Aug & Sep 2022	6170 · Utilities	224.73
09/14/22	9345	Group 4 Architecture	Community Center Design	5130 · Parks & Rec Professional Svcs	10,600.00
09/14/22	9346	Kikuchi Kankel Design Group	Prof Svcs through 08/31/22	5130 · Parks & Rec Professional Svcs	7,116.33
09/14/22	9347	Richards, Watson & Gershon	Prof Svcs through 07/31/22	6090 · Legal Services	150.00
10/25/22	9348	AT&T	Inv dtd 10/05/22	6170 · Utilities	335.85
10/25/22	9349	Barbara Dye	09/15/22 GCSD 9/12 & 9/26/22 SAM	6040 · Directors' Compensation	235.00
10/25/22	9350	Bell Plumbing	Lateral Repair-431 The Alameda	5060 · Lateral Repairs	10,690.00
10/25/22	9351	BKF Engineers	Project C20210921-10 Burnham Park	5130 · Parks & Rec Professional Svcs	6,778.25
10/25/22	9352	Citrix Systems Inc.	07/01/22-06/30/23	6190 · Computers	720.00
10/25/22	9353	CliftonLarsonAllen LLP	August 2022 Accounting Svcs	6152 · Accounting	3,018.75
10/25/22	9354	Comcast	09/13-11/12/22 Svcs	6170 · Utilities	415.97
10/25/22	9355	CSDA	Renewal Inv dtd 10/01/22	6100 · Memberships	7,162.00
10/25/22	9356	David Seaton	09/15/22 GCSD	6040 · Directors' Compensation	145.00
10/25/22	9357	Dudek	08/27/22-09/30/22 Prof Svcs	6151 · General Manager	7,437.38
10/25/22	9358	Eric Suchomel	09/15/22 GCSD	6040 · Directors' Compensation	145.00
10/25/22	9359	Half Moon Bay Review	2-Year Subscription	6160 · Publications & Notices	115.00
10/25/22	9360	Hue & Cry, Inc	Nov 2022 Pump Stn/Qrtly Ofc Alarm	6170 · Utilities	132.88
10/25/22	9361	Kikuchi Kankel Design Group	Prof Svcs through 09/30/22	5130 · Parks & Rec Professional Svcs	1,708.75
10/25/22	9362	Matthew Clark	09/15/22 GCSD 9/12 & 9/26/22 SAM	6040 · Directors' Compensation	235.00
10/25/22	9363	Nancy Marsh	09/15/22 GCSD	6040 · Directors' Compensation	145.00
10/25/22	9364	Pacifica Community TV	09/15/22 GCSD	6180 · Video Taping	600.00
10/25/22	9365	PG&E	Office Inv dtd 09/23/22	6170 · Utilities	46.45
10/25/22	9366	PG&E	Pump Stn Inv dtd 09/19/22	6170 · Utilities	491.29
10/25/22	9367	Robert Half	Admin Asst 30hrs Wk End 10/14/22	6153 · Temp Labor	1,499.70
10/25/22	9368	Rodolfo Romero	Oct Cleaning	6130 · Office Maintenance & Repairs	180.00
10/25/22	9369	SMC Harbor Dist	Office Lease-Nov 2022	6120 · Office Lease	4,550.00
10/25/22	9370	Sewer Authority Mid-Coastside	Oct 2022 Asmts	5010 · SAM - General	154,852.50
10/25/22	9371	US Bank Equipment Finance	Oct 2022 Svcs	6020 · Copier lease	358.75
10/25/22	9372	VW Housen & Associates	SSMP Update-July 2022	1415-4 · 22/23 SSMP Costs	2,246.90
10/25/22	9373	Verizon Wireless	Sep/Oct 2022 Svcs	6170 · Utilities	140.10
10/25/22	9374	Wittwer & Parkin	Sep 2022 Svcs	6090 · Legal Services	7,742.00
VOID	9375	VOID	VOID	VOID	VOID
10/25/22	9376	Sautter Graphics	Disc Golf Signs	5130 · Parks & Rec Professional Svcs	420.87
TOTAL					239,439.45

Granada Community Services District
November 2022 Warrants
For the November 17, 2022 Board of Director's Meeting

Date	Num	Name	Memo	Account	Amount
10/31/22	9377	El Granada Elem PTO	Fun Run-Parks & Rec	6310 · Park Related Misc Expenses	500.00
10/31/22	9378	Robert Half	Admin Asst 09/16/22-10/07/22	6153 · Temp Labor	6,711.17
11/17/22	9379	Alhambra & Sierra Springs	Invoice dtd 10/27/22	6140 · Office Supplies	55.92
11/17/22	9380	Barbara Dye	10/20/22 GCSD 10/24/22 SAM	6040 · Directors' Compensation	190.00
11/17/22	9381	BKF Engineers	Invs 22091125 / 22101006	5130 · Parks & Rec Professional Svcs	14,843.00
11/17/22	9382	CliftonLarsonAllen LLP	September 2022 Accounting Svcs	6152 · Accounting	3,018.75
11/17/22	9383	David Seaton	10/20/22 GCSD	6040 · Directors' Compensation	145.00
11/17/22	9384	Dudek	10/01/22-10/28/22 Prof. Svcs	6151 · General Manager	8,237.50
11/17/22	9385	Eric Suchomel	10/20/22 GCSD	6040 · Directors' Compensation	145.00
11/17/22	9386	Joe Guistino	Annual Backflow Insp-480 Ave Alhambra	6135 · Other Property Maint.	100.00
11/17/22	9387	Kennedy Jenks	Oct 2022 Svcs, Sum 184	6070 · Engineering Services	20,009.98
11/17/22	9388	Kikuchi Kankel Design Group	Prof Svcs through 10/31/22	5130 · Parks & Rec Professional Svcs	5,635.00
11/17/22	9389	Matthew Clark	10/20/22 GCSD 10/24/22 SAM	6040 · Directors' Compensation	190.00
11/17/22	9390	Nancy Marsh	10/20/22 GCSD	6040 · Directors' Compensation	145.00
11/17/22	9391	Pitney Bowes	Invoice dtd 10/26/22	6140 · Office Supplies	54.43
11/17/22	9392	Richards, Watson & Gershon	Prof Svcs through 09/30/22	6090 · Legal Services	90.00
11/17/22	9393	Robert Half	Admin Asst 21hrs Wk End 10/28/22	6153 · Temp Labor	1,049.79
11/17/22	9394	Rodolfo Romero	Nov Cleaning	6130 · Office Maintenance & Repairs	180.00
11/17/22	9395	SMC Environmental Health	Hazardous Waste Permit-Naples Bch PS	6220 · Miscellaneous	318.00
11/17/22	9396	SMC Harbor Dist	Office Lease-Dec 2022	6120 · Office Lease	4,550.00
11/17/22	9397	SMC Resource Conserv Dist	Burnham Strip Project	6310 · Park Related Misc Expenses	1,151.25
11/17/22	9398	Sewer Authority Mid-Coastside	Nov 2022 Asmts	5010 · SAM - General	154,942.50
11/17/22	9399	SMC Planning & Building	CDP Exemption (No Parking signs)	6220 · Miscellaneous	301.35
11/17/22	9400	Tri Counties Bank	Oct 2022 Card Charges	6140 · Office Supplies	536.78
11/17/22	9401	US Bank Equipment Finance	Nov 2022 Svcs	6020 · Copier lease	358.75
11/17/22	9402	Wittwer & Parkin	Oct 2022 Svcs	6090 · Legal Services	9,885.50
TOTAL					233,344.67

ITEM #6

**Granada Community Services District
Statement of Net Position (Unaudited)
As of September 30, 2022**

ASSETS

Current Assets	
Checking/Savings	
1020 · Petty Cash	\$ 420
1030 · Cash - LAIF	2,541,520
1040 · Tri Counties Bank - Gen Op	20,083
1050 · Tri Counties Bank - Deposit	17,345
Total Checking/Savings	<u>2,579,368</u>
Other Current Assets	
1100 · Accounts Receivable	7,562
12000 · Undeposited Funds	11,077
Total Other Current Assets	<u>18,639</u>
Total Current Assets	2,598,007
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	<u>14,401,140</u>

LIABILITIES

Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	52,134
2001 · Accrued Vacation	1,748
2003 · Due to GCSD Customer	550
2020 · Class 3 Deposits	19,055
2100 · Payroll Liabilities	11,998
2225 · Recology-Del Garbage	14,791
2300 · Due to AD	10,672
2310 · Relief Refund Advance	350
Total Current Liabilities	<u>111,298</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	304,397

NET POSITION

3000 · Net Assets	14,637,876
Net Loss	(541,133)
Total Net Position	<u>\$ 14,096,743</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 September 30, 2022

	Jul 1, 2022 - Sep 30, 2022	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2022/2023 Budget
Revenues				
Operating Revenue				
4015 · Park Tax Allocation	\$ 2,615	\$ 231,253	\$ (228,638)	\$ 925,000
4020 · Sewer Service Charges-SMC	-	538,753	(538,753)	2,155,000
4021 · Sewer Svc Charges Pro-rated	157	-	157	-
4030 · AD OH Reimbursement	2,167	8,250	(6,083)	33,000
4040 · Recology Franchise Fee	12,444	10,247	2,197	41,000
4000 · Operating Revenue	-	-	-	-
Total Operating Revenue	17,383	788,503	(771,120)	3,154,000
Non Operating Revenue				
4120 · Interest on Reserves	-	6,375	(6,375)	25,500
4130 · Connection Fees	24,675	7,003	17,672	28,000
4150 · Repayment of Adv to AD-NCA	-	78,750	(78,750)	315,000
4160 · SAM Refund from Prior Yr	-	253	(253)	1,000
4170 · ERAF Refund	221,999	87,497	134,502	350,000
4180 · Misc Income	22,765	16,500	6,265	66,000
Total Non Operating Revenue	269,439	196,378	73,061	785,500
Total Revenues	286,822	984,881	(698,059)	3,939,500
Gross Profit	286,822	984,881	(698,059)	3,939,500
Expenses				
Operations				
5010 · SAM - General	257,885	257,874	(11)	1,031,541
5020 · SAM - Collections	53,910	52,350	(1,560)	209,400
5021 · Lift Station Maint.	191	-	(191)	-
5022 · SAM- NDWSCP	2,251	-	(2,251)	-
5050 · Mainline System Repairs	-	2,503	2,503	10,000
5060 · Lateral Repairs	5,890	3,750	(2,140)	15,000
5065 · CCTV	-	2,503	2,503	10,000
5070 · Pet Waste Station	588	450	(138)	1,800
5110 · RCD - Parks	-	7,500	7,500	30,000
5120 · Half Moon Bay Reimb - Parks	-	27,450	27,450	109,800
5130 · Parks & Rec Professional Services	33,360	75,000	41,640	300,000
Total Operations	354,075	429,380	75,305	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 September 30, 2022

	Jul 1, 2022 - Sep 30, 2022	Expected To Date	Variance Favorable/ (Unfavorable)	FY 2022/2023 Budget
Expenses (Continued)				
Administration				
6010 · Auditing	-	5,503	5,503	22,000
6020 · Copier lease	1,273	1,500	227	6,000
6040 · Directors' Compensation	3,205	3,000	(205)	12,000
6050 · Education & Travel Reimb	-	497	497	2,000
6060 · Employee Compensation	82,259	97,500	15,241	390,000
6070 · Engineering Services	6,130	7,500	1,370	30,000
6080 · Insurance	1,312	8,747	7,435	35,000
6090 · Legal Services	18,409	7,997	(10,412)	32,000
6095 · Legal Services for Case Related Legal	-	7,500	7,500	30,000
6100 · Memberships	1,321	2,250	929	9,000
6120 · Office Lease	13,650	15,000	1,350	60,000
6130 · Office Maintenance & Repairs	540	628	88	2,500
6140 · Office Supplies	2,662	628	(2,034)	2,500
6150 · Professional Services	44,781	34,003	(10,778)	136,000
6160 · Publications & Notices	691	3,750	3,059	15,000
6170 · Utilities	2,598	3,497	899	14,000
6180 · Video Taping	1,500	1,247	(253)	5,000
6190 · Computers	1,039	750	(289)	3,000
6220 · Miscellaneous	10,450	1,997	(8,453)	8,000
6230 · Bank Service Charges	73	-	(73)	-
6310 · Park Related Misc Expenses	102,678	32,503	(70,175)	130,000
Total Administration	294,571	235,997	(58,574)	944,000
Capital Projects				
1415-4 · 22/23 SSMP Costs	2,247	-	(2,247)	-
7013 · 6-yr CIP Phase 2	27,420	87,497	60,077	350,000
7100 · SAM - Infrastructure	149,642	149,640	(2)	598,569
Total Capital Projects	179,309	237,137	57,828	948,569
Total Expenses	827,955	902,514	74,559	3,610,110
Net Income (Loss)	\$ (541,133)	\$ 82,367	\$ (623,500)	\$ 329,390

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 #7

DISTRIBUTION REQUEST NO.: 2#-22/23
BOND ADMINISTRATION FUND
(Account Number: 94673305)

DISTRIBUTION TOTAL: \$7,855.42

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

DISTRIBUTION REQUEST
For Payment of Bond Administration Costs

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

Dated:
November 17, 2022

Chuck Duffy, Finance Officer/Treasurer

SCHEDULE "A"

DISTRIBUTION REQUEST NO.: 2#-22/23

DATE: November 17, 2022
DISTRIBUTE FROM ACCOUNT #: 94673305
ACCOUNT NAME: Bond Administration Fund
DISTRIBUTION AMOUNT: \$ 7,855.42

PAYMENT INSTRUCTIONS: Issue checks and mail as listed below.

Payee	Mailing Address	Services Provided	Amount
dta	100 Bayview Circle #100, Newport Bch 92660	Sep 2022 Admin	\$ 262.50
US Bank	CM-9690, Box 70870 St. Paul, MN 55170	Fiscal Agent Admin Fees	\$ 1,082.92
GCSD	P.O. Box 335, El Granada, CA 94018	OH Reim - Aug/Sep/Oct 2022	\$ 6,510.00
TOTAL:			\$ 7,855.42

ITEM #8

GRANADA COMMUNITY SERVICES DISTRICT

AGENDA NOTICE

There are no documents for this Agenda Item.

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

Administrative Staff Report

Period: September 9, 2022 to November 10, 2022
To: Board of Directors
From: Delia Comito, Assistant General Manager
Date: November 17, 2022

REQUEST FOR PUBLIC RECORDS

There were no requests for public records this period.

APPLICATIONS RECEIVED

There was one application received this period:

Date	Class	Owner/Agent	APN	Address	Sq. Ft.	Zone
10/14/22	ADU	Kennedy	047-292-310	1339 Columbus EG	-	R-1/S-17

PERMITS ISSUED

There were five permits issued this period:

Permit	Class	Date	Owner/Agent	APN	Address	Sq. ft.	Zone
3235	1A	09/12/22	PENG/HUONG	047-095-070	441 VALENCIA AVE	5,500	R-1/S-17
3236	1A	09/19/22	515 HERMOSA	048-063-420	515 HERMOSA AVE	9,600	R-1/S-94
3237	ADU	10/28/22	SEGURE HECTOR	047-063-080	262 SOLANO AVE	5,000	R-1/S-17
3238	ADU	10/31/22	FRANCISCO	047-042-090	115 PRESIDIO AVE	5,000	R-1/S-17
3289	2D	11/04/22	POINT PILLAR	047-081-430	100 CAPISTRANO RD	141,350	CCR/DR

SEWER HOOK-UPS

There were three sewer hook-ups this period:

Date	Class	Permit #	Issued	Owner	APN	Address
07/13/22	1A	3229	05/27/22	McGregor	048-013-890	171 Coronado Ave., Miramar
08/10/22	1A	3224	02/10/22	Wally	047-043-030	130 Presidio, EG
08/18/22	1A	3223	01/28/22	Moules	047-208-100	580 The Alameda, EG

REPAIRS - There was one lateral repair this period:

Date	Type	Problem	Location or Address	Cause	Cost
09/09/22	Lat Repair	Back-up	431 The Alameda, EG	Protruding pipe	10,690.00

SPECIAL NOTE:

Two new “No parking overnight” signs will be placed in the Burnham property parking area to help alleviate the problem with vehicles parking overnight.

ITEM #12

November 10, 2022

Memorandum

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

6-Year CIP, Project 2

On August 19th we notified Koios Engineering that the GCSD Board had awarded it the construction contract for \$486,060. We issued Koios Engineering a Notice to Proceed on September 12, 2022. The contract requires that construction be completed in 120 days, so the current completion date is January 10, 2023.

The County has approved the CDX permit, and the Contractor is ready to mobilize at the staging area. The Contractor will be distributing "door hangers" advising residents that CCTV inspection of Project 2 sewers is scheduled for November 17 & 18. Two additional problem sewers, not currently in Project 2, will also be televised: the sewer and several laterals on the 500 block of Columbus Street, near the intersection of Ferdinand Ave and between manholes G4-76 and G4-82, to evaluate problems at 522, 577 & 599 Columbus and the 15" sewer on West Point Ave between the intersections of Stanford and Harvard Avenues (manholes G2-19 to G2-02). The work required to correct problems with these two sewers will be included in a change order to the construction contract.

We are continuing to review construction submittals from the Contractor. The County is expected to soon issue an encroachment permit which will allow sewer construction to begin.

Big Wave

Construction of the Airport Street sewer has been completed and has been tested and televised by CCTV to determine if it meets GCSD specifications. The CCTV revealed that the sewer has a sag that needs to be repaired. Once the sewer has been successfully repaired it will be eligible for dedication to the District.

Harbor Village RV Park

We approved plans for the RV Park at 100 Capistrano Road earlier this year and GCSD has just issued a permit for the project. As of now, we don't have a schedule for construction.

Memorandum

Granada Community Services District

November 10, 2022

Page 2

Pillar Point Harbor RV Park Public Restroom Project

In April, we approved plans for the Public Restroom project at the Harbor District's RV Park at 4000 Cabrillo Highway. GCSD has issued a permit and construction is expected to begin in February or March of next year.

ITEM #13

