



## CITY COUNCIL STAFF REPORT

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**TO:** Honorable Mayor and City Council                      **DATE:** October 16, 2017

**FROM:** Matthew Bronson, City Manager

**PREPARED BY:** Gregory A. Ray, Public Works Director/City Engineer

**SUBJECT:** Request for City Maintenance of Mar Brisa Subdivision Lift Station and Storm Water Basin

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### **RECOMMENDATION**

Receive information regarding a request from the Mar Brisa Homeowner's Association to assume maintenance of the Mar Brisa Subdivision lift station and retention basin and provide direction to staff in assessing this request.

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### **BACKGROUND**

Mar Brisa is a gated subdivision located in north Grover Beach. The Subdivision was approved by the City Planning Commission in 1983 and the Resolution of Approval included Conditions requiring the property owner to form a homeowner's association (HOA) and for the HOA to privately own and maintain infrastructure within the subdivision including streets, sewer collection system, sewer lift station, storm water collection system and storm water retention basin.

Staff received a letter dated August 21, 2017 from Carol Florence, an agent representing the Mar Brisa Homeowner's Association, that provided details of the private sewer lift station and drainage basin and a request to place an item on an upcoming City Council agenda requesting the City take over maintenance of both facilities (see Attachment 1). Staff met with Mar Brisa HOA representatives on September 21<sup>st</sup> to further discuss their request and indicate additional information that would be needed in order to inform the City Council about potential impacts of this request. A list of this requested information is shown as Attachment 2.

During this meeting, the HOA representatives indicated that the HOA spends between \$12,000 and \$14,000 per year on maintenance and operation of the sewer lift station not including the cost of capital improvements. The HOA holds \$13,000 in reserve each year for capital improvements and repairs and budgets \$2,400 per year for maintenance of the storm water basin. The total cost of maintenance and long-term improvements associated with assuming the responsibility for the sewer and storm water collection systems is unknown at this time and would be assessed by staff pending Council direction.

Prior to expending time or resources on the Mar Brisa HOA's request, staff is recommending that Council consider the request and provide direction on expending staff resources assessing it. Pending such direction, staff would gather the information in Attachment 2 and other information requested by the Council to understand the fiscal impacts of the HOA's request and present this to the Council at a subsequent meeting for review and potential action. As a point of reference, staff would note that the Mar Brisa HOA submitted a request to Council on August 6, 2007 for the City to take over maintenance of the storm water basin. At that time, the Council requested additional information to support this request which the Council considered before ultimately not approving the request at the November 19, 2007 Council meeting.

### **FISCAL IMPACT**

If the City assumed operation and maintenance of the sewer lift station, this responsibility would impact the City's Sewer Enterprise fund with the full impacts unknown at this time but estimated if additional information is provided by the HOA. A rate analysis may be required to determine if an increase in sewer rates is needed along with a potential Proposition 218 hearing. Maintenance of the storm water basin would impact the City's General Fund in an unknown amount with additional information needed to determine actual impacts and necessary budget adjustments.

### **ALTERNATIVES**

The City Council has the following alternatives to consider:

1. Receive information regarding a request from the Mar Brisa Homeowner's Association to assume maintenance of the Mar Brisa Subdivision lift station and retention basin and direct staff to further assess the request and bring information back to the Council; or
2. Receive information regarding a request from the Mar Brisa Homeowner's Association to assume maintenance of the Mar Brisa Subdivision lift station and retention basin and direct staff to not expend resources in further assessing the request; or
3. Provide alternate direction to staff.

### **PUBLIC NOTIFICATION**

The agenda was posted in accordance with the Brown Act. A copy of this staff report and the meeting agenda were provided to the Mar Brisa HOA.

### **ATTACHMENTS**

1. August 21, 2017 Letter from the Mar Brisa HOA
2. Additional information requested of Mar Brisa HOA



**OASIS ASSOCIATES**  
LANDSCAPE ARCHITECTURE + PLANNING

City of Grover Beach

21 August 2017

AUG 22 2017

RECEIVED

Mr. Matthew Bronson, City Manager ✓  
Mr. Gregory Ray, P.E., Public Works Director/City Engineer  
**CITY OF GROVER BEACH ("City")**  
154 S. Eighth Street  
Grover Beach, CA 93433

**RE: MAR BRISA HOMEOWNER'S ASSOCIATION, 5<sup>th</sup> STREET, GROVER BEACH, CA.  
A REQUEST TO THE CITY COUNCIL TO ACCEPT SPECIFIC TRACT  
INFRASTRUCTURE IMPROVEMENTS  
(Tract No. 948, Subdivision 82-3 & Use Permit 82-18)**

Gentlemen,

We represent the Mar Brisa Homeowner's Association Board of Directors. We have been asked to analyze and lodge a formal request to the City Council to approve acceptance of the Mar Brisa sewer lift station, located on North 4<sup>th</sup> Street at the Grover Beach entry signage, and the existing stormwater basin.

By way of history, the subdivision was approved circa 1983. Conditions of that approval required that a sewer main and lift station be installed at the applicant's expense, among a variety of typical subdivision private and public improvements. The City also required that the Conditions, Covenants, and Restrictions "indicate and require that the ownership, maintenance, and liability of the private road, the street lights, a portion of the sewer system, and the drainage and erosion control systems are the responsibility of the Homeowner's Association ("HOA"), and not the City of Grover City".

In good faith, the HOA has, in fact, complied with the tract conditions of approval for nearly three decades and maintained both the sewer lift station and the stormwater basin in excellent condition. While there are a number of substantial reasons to make this request, from both a fiscal and equity perspective, they will be enumerated only briefly here.

- Of the six (6) lift stations located within the City limits, there is only one other privately operated sewer lift station in Grover Beach. This facility belongs to Pismo State Park and is located at the west end of Le Sage Drive, which serves a transient population.
- There are forty-nine (49) lots in the Mar Brisa neighborhood. Of those, thirty-three (33) resident's wastewater is pumped through the lift station, while the balance (16 residents) wastewater is gravity fed to the City's system. While all Mar Brisa residents pay HOA dues, the noted 33 residents pay an additional assessment for the lift station's maintenance, operation, and reserve account. These 33 residents represent .002 of the entire Grover Beach community of 13,156 citizens.

- Interestingly, these 33 residents have not received any sewer rate discount and pay the same residential sewer rate - \$19.84, as any other single-family residence in the City.
- The sewer lift station is powered by (2) 15 horsepower Gorman-Rupp motors. These motors are similar to the City's Oak Park Station motors (i.e., same manufacturer and performance) with the main difference represented by the duty point of the system (i.e., the system's gallons per minute and the total dynamic head the pump achieves to pump over the hill).
- The lift station is maintained and operated by Fluid Resource Management, a highly competent and recognized firm to the City. While the lift station has experienced its share of typical challenges (i.e., power failures, false alarms, etc.), rigorous and preventative maintenance have provided for a lift station that is currently in excellent working order (e.g., pump no. 1 was recently rebuilt with both discharge check valves replaced).
- The recent reserve analysis (Goetz Manderley, LLC, 2016) shows that the lift station reserve account is fully funded in the amount of \$13,000± with an operational budget of approximately \$14,000.

As to the stormwater basin, the HOA is interested in the City also assuming responsibility for this improvement. The basin is approximately 5,000 square feet in size with a capacity of approximately 250,000 gallons and is located adjacent to the City of Grover Beach welcome sign on N. 4<sup>th</sup> Street. Since its construction in the mid-1980s, the HOA has maintained the basin (i.e., weed abatement, etc.), improved the basin (i.e., addition of a retaining wall to mitigate gopher damage), and also maintains reserve funds for the perimeter fencing. Interestingly, the contributing stormwater is not solely generated by the Mar Brisa development. Currently, stormwater runoff also originates from off-site - 6<sup>th</sup> Street to 5<sup>th</sup> Street via Grand View Drive, through a drainage easement established with the tract on Lot 7, and ultimately into the basin.

While the ultimate decision to grant the request rests with the City Council, we recognize the need to discuss the details with you and other staff members prior to placing the item on the Council's agenda. We look forward to meeting with you, et al. at your earliest convenience.

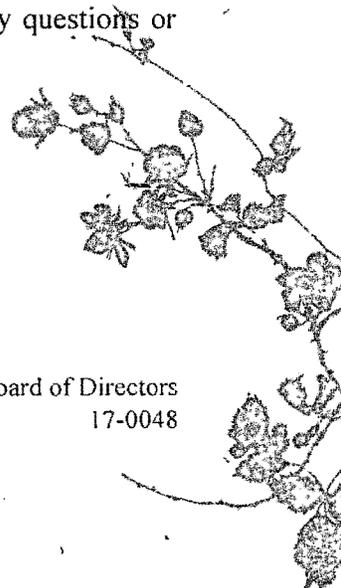
Thank you, in advance, for the consideration. Please let me know if you have any questions or require any additional information.

Yours respectfully,  
OASIS ASSOCIATES, INC.



C.M. Florence, AICP Agent  
MAR BRISA HOA BOARD OF DIRECTORS

c: B. Nicolls, et al./MB HOA Board of Directors  
17-0048



**Additional Information Requested of Mar Brisa HOA**

1. What is the ownership of the parcel containing the subject facilities and intent of HOA relative to future ownership?
2. Does the HOA intend the City to also take over sewer and storm water collection systems located within the tract? If so, provide a map identifying which facilities the City would take over ownership, maintenance and operation of.
3. Are there existing easements that would allow the City to own and operate the collection systems? If not, how would you secure and dedicate those easements?
4. What is the age and maintenance history of the following:
  - a. Lift station building
  - b. Lift station pumps
  - c. Lift station electrical components (soft start, panel, etc.)
  - d. Lift station controls (sensors, plc, alarms, dialers, etc.)
  - e. Lift station emergency generator and transfer switching equipment
  - f. Lift station access road and driveway
  - g. Retaining wall at storm water basin
  - h. Fence at storm water basin
  - i. Sewer collection system pipes and manholes (verify condition by providing sewer video of all mains and manholes)
  - j. Storm water collection system pipes, manholes and inlets (verify condition by providing video of all pipes and photos of all manholes and inlets)
5. Has the HOA repaired the damage to the storm water basin caused by last winter's storms?
6. What is the current capacity of the basin relative to 100-year storm runoff from the tract and water entering the tract from offsite?
7. What are the current operating parameters for the sewer lift station (peak flow, pump start times per hour)
8. Please provide design drawings and engineering reports that support the size and construction of the lift station and storm water basin.
9. Maintenance records, annual maintenance costs and replacement costs over the last 5 years for both facilities.