



## GRANADA COMMUNITY SERVICES DISTRICT

### **MINUTES** **BOARD OF DIRECTORS** **REGULAR MEETING AT 7:00 p.m.**

July 18, 2024

This meeting was held in person and via Zoom.

#### **CALL REGULAR MEETING TO ORDER AT 7:00 p.m.**

The regular meeting was called to order at 7:00 p.m.

#### **ROLL CALL**

President Nancy Marsh, Director Matthew Clark, Director Barbara Dye, and Director Jen Randle. Director Jill Grant participated via teleconference from 128 Coronado St., El Granada, pursuant to Government Code Section 54953(b), and came into the meeting at 7:05 pm.

Staff: General Manager Chuck Duffy, Assistant General Manager Hope Atmore, and District Counsel William Parkin.

#### **GENERAL PUBLIC PARTICIPATION**

None.

#### **REGULAR MEETING AGENDA**

##### **1. Parks and Recreation Activities.**

- a. Report on Granada Community Park and Recreation Center – Ms. Atmore reported that the public comment period for the IS/MND had been extended to July 19 and that 89 comments had been received to date. Ms. Atmore also stated that staff had temporarily suspended the contract with Townsend Public Affairs until the project is shovel ready. Director Marsh concurred that the sentiment from various public officials at the county and state level was that grants would be more accessible when permits were in hand. Director Dye asked for next steps in the process and Ms. Atmore explained that the comments would be reviewed by Montrose and the project team and that the MND would be brought back to the Board with incorporated comments likely at the September meeting. Director Randle asked if a presentation had been done to the MCC. Mr. Duffy confirmed that he, Tom Conroy of KKDG, and Director Marsh presented to the MCC on July 10<sup>th</sup>. Director Marsh summarized the discussion and asked that the slides be shared with the Board. Mr. Duffy stated that the future steps outline was available and would also be shared with the Board and published on the website. Director Grant asked who would review the comments on the MND. Mr. Duffy clarified that the project team would include himself, Tom Conroy, Bill Parkin, and Hope Atmore. Director Grant went on to ask if a revised MND would include

financial information. General Counsel Parkin stressed that the MND is an environmental document and therefore financial comments would not be addressed. He went on to emphasize that until the team evaluates the comments, he could not determine if a revised MND would be coming and that there is no legal requirement to make revisions. Director Grant asked if Mr. Parkin would investigate adding services to the GCSB LAFCo charter. Mr. Parkin stated that it would be a drawn out process and that he would investigate if he is directed by the Board to do so.

- b. Report on Planned Recreation Program Events – Ms. Atmore reported that the bookmobile would be continuing its route in El Granada on the 2<sup>nd</sup> and 4<sup>th</sup> Monday of each month and that the next newsletter would be available in mid-August.

**Director Marsh re-opened general public comment at the request of Director Grant.** Director Grant reminded the public that the filing period for the November election was open. Director Grant also asked if GCSB was following the RCD vegetation management plan. Mr. Duffy stated that the District was following the plan and that staff had recently met with RCD staff. He also said that RCD would be presenting at the August meeting.

- 2. Public Hearing: Consideration of a Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorizing the Collection of Said Charges on the Fiscal Year 2024/25 San Mateo County Tax Roll.** Director Dye summarized the number of residential and commercial accounts. Director Grant asked for clarification on collection of fees for delinquent garbage accounts. Mr. Duffy explained that per the District's agreement with Recology, delinquent fees are included on the property tax bill on their behalf. Director Marsh opened the public hearing for comments. Ms. Atmore reported that no written comments had been received on the topic, and there were no comments at the meeting. The public hearing was closed.

**ACTION:** Director Clark moved to approve Resolution 2024-05. (Clark/Randle).  
Approved 5-0.

- 3. Engineer's Report.** Director Dye asked for explanation on the Harbor District sewer meter. Mr. Duffy explained that our district engineer commented that the meter being used is not suited for use in a sewer manhole setting.
- 4. Report on Sewer Authority Mid-Coastside Meetings.** Director Dye reported that the City of Half Moon Bay finally agreed to pay their share of the first phase of the SAM IPS forcemain repair located in Montara. SAM will be putting out a request for proposals for a design-build contract for the force main. The SAM Princeton Pump Station Replacement Project is complete. Mr. Duffy stated that the agency managers will be meeting this week to discuss a SAM 5 year Capital Plan.

### **CONSENT AGENDA**

5. **June 20 Regular Meeting Minutes.**
6. **July 2024 Warrants.**
7. **May 2024 Financial Statements.**

**ACTION:** Director Dye moved to approve the Consent Agenda. (Dye/Randle).  
Approved 5-0.

### **COMMITTEE REPORTS**

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

### **INFORMATION CALENDAR**

9. **Attorney's Report. (Parkin)** No Report.
10. **General Manager's Report. (Duffy)** No Report
11. **Administrative Staff Report. (Atmore)** No Report
12. **Future Agenda Items** – Director Dye asked for a discussion on the problem of snails on the Granada Community Park site. Mr. Duffy reported that RCD would also address the issue of snails. Director Grant stressed the need for mowing equipment to be washed down before and after coming on to the property.

### **ADJOURN TO CLOSED SESSION**

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

*City of Half Moon Bay v. Granada Community Services District and Montara Water and Sanitary District (RPI, Sewer Authority Mid-Coastside) – Santa Clara County (Superior Court Case No. 17CV316927; Sixth District Court of Appeal Case No. H049896)*

### **RECONVENE TO OPEN SESSION**

No reportable action.

### **ADJOURN REGULAR MEETING**

The meeting was adjourned at 8:20 p.m.

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Hope Atmore, Board Secretary

Date Approved by the Board: August 15, 2024