



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS August 18, 2022

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

CALL SPECIAL MEETING TO ORDER

The Special Meeting was called to order at 7:00 pm.

ROLL CALL

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

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

GENERAL PUBLIC PARTICIPATION

None.

SPECIAL MEETING AGENDA

1. Consideration of Heart Drive Collective (Jessie Nelson) Request to Use Burnham Property for Fundraising Event on Saturday, October 8, 2022.

ACTION: Director Clark moved to approve the request by the Heart Drive Collective. (Clark/Seaton). Approved 4-0.

ADJOURN TO CLOSED SESSION

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

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

RECONVENE TO OPEN SESSION

There was no reportable action in Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular meeting was called to order at 7:30 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

Speaking as a ratepayer and on her own behalf, Assistant General Manager Delia Comito reported on the difficulty encountered after submitting a PRA request to the Sewer Authority Mid-Coastside for credit card statements, and due to her concern regarding the information obtained, urged the public and elected officials to ask questions and to not hesitate to request public information as a means of oversight.

REGULAR MEETING AGENDA

1. Parks and Recreation Activities.

a. Report from Parks Advisory Committee.

PAC Chair Pat Tierney reported on the outreach effort for the proposed disc golf project and said that the results and additional information will be ready for presentation at the next board meeting.

b. Report on Proposed Community Center.

The General Manager reported on the kick-off meeting held with the design architect and said the project was moving forward.

c. Report on Burnham Park.

Director Dye announced the event to be held on 8/27 for the community to choose the type of playground equipment preferred for the park.

2. Consideration of Environmental Planning and CEQA Services Proposal from Horizon Water and Environment for Burnham Park and Community Center.

ACTION: Director Clark moved to approve the proposal as presented.
(Clark/Suchomel). Approved 4-0.

3. Consideration to Award Contract for the 2022 CIP Sewer Replacement Project 2 to Koios Engineering.

ACTION: Director Suchomel moved to award the contract to Koios Engineering.
(Suchomel/Dye). Approved 4-0.

4. Certification of Updated Sewer Collection System Sewer System Management Plan (SSMP).

ACTION: Director Suchomel moved to certify the updated SSMP as presented.
(Suchomel/Clark). Approved 4-0.

5. Consideration of Selection of Audit Consultant to Prepare the District's Audited Financial Statements for Fiscal Years 21/22, 22/23, and 23/24.

ACTION: Director Suchomel moved to approve the proposal from Fedak and Brown as presented. (Suchomel/Clark). Approved 4-0.

6. Report on Sewer Authority Mid-Coastside Meetings.

CONSENT AGENDA

7. **June 8, 2022 Special Meeting Minutes.**
8. **June 16, 2022 Special and Regular Meeting Minutes.**
9. **July 13, 2022 Special Meeting Minutes.**
10. **August 4, 2022 Special Meeting Minutes.**
11. **July and August 2022 Warrants.**
12. **May and June 2022 Financial Statements.**
13. **LAIF Investment Report for 06/30/22.**
ACTION: Director Suchomel moved to approve the Consent Agenda.
(Suchomel/Clark). Approved. 4-0.

COMMITTEE REPORTS

14. **Report on seminars, conferences, or committee meetings.**
Director Dye reported on attending the Coastside County Water District 75th anniversary.

INFORMATION CALENDAR

15. **Attorney's Report** – No report.
16. **General Manager's Report** – No report.
17. **Administrative Staff Report** – The Assistant General Manager reported on her efforts to keep vehicles from parking overnight on District property as requested by the Board.
18. **Engineer's Report** – No further report.
19. **Future Agenda Items.**

ADJOURN SPECIAL MEETING

The Regular Meeting was adjourned at 8:20 p.m.

Date Approved by Board: September 15, 2022.

ATTEST:

Delia Comito, Board Secretary