



## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL MEETING

February 23, 2023

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

### **CALL SPECIAL MEETING TO ORDER AT 7:30 p.m.**

The Special Meeting was called to order at 7:40.

### **ROLL CALL**

President Nancy Marsh, Vice President Jen Randle, Director Matthew Clark, Director Barbara Dye and Director Jill Grant.

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

### **GENERAL PUBLIC PARTICIPATION**

Resident Dan Haggerty expressed some concerns regarding the “webinar” format of the Zoom meeting, which was not previously used by the District.

### **SPECIAL 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/Dye).  
Approved 5-0.

- 2. Approve a Resolution Expressing Gratitude and Appreciation to Ric Lohman for His Years of Service to the District.**

The Board and public members spoke of Director Lohman’s contributions to the District and the community, having served on the GCSD and SAM Boards for 13 years, from 2004 until 2017. At the time of his passing, Director Lohman, a resident of Montara, was serving on the Montara Water and Sanitary Board. He was credited for many accomplishments during his years as a local environmental and community activist, and he will be greatly missed.

**ACTION:** Director Dye moved to approve the Resolution Expressing Gratitude and Appreciation to Ric Lohman. (Dye/Clark).  
Approved 5-0.

**3. Parks and Recreation Activities.**

**a. Report on Proposed Recreation Center and Consideration of a Recommendation to Accept the Proposed Recreation Center Design for Review Under CEQA.**

President Marsh explained that the information she presented is addressing questions from Board members and the public that followed a presentation made in October 2022, which provides an evaluation and recommendation on the feasibility of including a small preschool/licensed childcare facility within the proposed community recreation center (CRC). The presentation provides background information, and evaluated the community CRC needs and proposed uses, the sizing, zoning, comparisons made with existing combined CRC/licensed childcare facilities along with other considerations, which lead to the current draft design. Group 4 architect Dawn Merkes presented results from a recent community survey regarding desired CRC attributes and the current conceptual design for floor plan and renderings of the CRC.

The Board held a discussion, which included questions from Director Grant. During public comments, opinions ranging from support of the design with a desire to see the District move forward with the preliminary plans, to those who support including a preschool/licensed childcare facility. There were also comments regarding the design and character of the proposed building, landscaping, recreation programs to be offered, and the naming of the park.

San Mateo County Supervisor Ray Mueller was present and promised to help with the Coastside pre-school/licensed childcare capacity issue.

**ACTION: Director Dye moved to table the item. (Dye/Grant). Approved 5-0.**

**b. Report on Burnham Park.**

Director Dye provided an informational update that preparation of the park project description is ongoing, and that the intention is to move to combining the CRC and park plans into a single project for CEQA and regulatory review.

**4. Consideration of Amendment to District Personnel Manual.**

**ACTION:** Director Dye moved to approve the changes to the Personnel Manual as presented. (Dye/Clark). Approved 5-0.

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

Director Clark reported on what will likely be some major future costs to the District to replace the Montara Force Main, among other concerns he has regarding the Montara and Portola Pump Station flow being turned off during the storm in December.

**6. District Engineer's Report.**

**a. Approve Capital Improvement Project Change Order for Columbus Mainline Repair in the amount of \$74,000.**

**ACTION:** Director Dye moved to approve the change order for \$74,000. (Dye/Clark). Approved 5-0.

**7. Approve Capital Improvement Project Progress Payment #1 in the amount of \$167,057.50.**

**ACTION:** Director Dye moved to approve CIP Payment #1 in the amount of \$167,057.50 to Koios. (Dye/Clark). Approved 5-0.

**CONSENT AGENDA**

**8. January 19, 2023 Regular Meeting Minutes.**

**9. February 2023 Warrants.**

**10. December Financial Statements.**

**11. Assessment District Distribution #4-22/23.**

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

**COMMITTEE REPORTS**

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

None.

**INFORMATION CALENDAR**

**13. Attorney's Report. (Parkin)**

Counsel reminded the Board that the California State of Emergency regarding COVID will end on February 28, and that in-person meetings will need to resume in March.

**14. General Manager's Report. (Duffy)**

**15. Administrative Staff Report. (Comito)**

Director Clark mentioned his concerns regarding information on the new hotel proposed on the parcel located between The Beach House and SAM's restaurant, which was given in the written Administrative Staff Report. Counsel confirmed that the District should be listed by the City, as a Responsible Agency for this project.

**16. Future Agenda Items.**

**ADJOURN SPECIAL MEETING**

The Special Meeting was adjourned at 11:14 pm.

Date Approved by the Board: March 16, 2023.

ATTEST:

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Delia Comito, Board Secretary