



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS REGULAR MEETING at 7:30 p.m.

Thursday, September 15, 2022

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

CALL MEETING TO ORDER

The Regular Meeting was called to order at 7:30 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, Assistant General Manager Delia Comito, and District Counsel William Parkin.

GENERAL PUBLIC PARTICIPATION

Speaking as a ratepayer and not as a representative of GCSD, Assistant General Manager Delia Comito reported on the recent article in the Half Moon Bay Review concerning the difficulty she encountered after submitting a PRA request to the Sewer Authority Mid-Coastside for credit card statements and receipts. She emphasized that her request was made for the purposes of fiscal transparency. She also reported that the June 30 fiscal year end financials reported by SAM at their last board meeting showed that SAM had finished the year nearly one million dollars over their budget for O&M consisting of administration, treatment, and environmental services.

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

2. Parks and Recreation Activities.

- a. Report from Parks Advisory Committee.**
- b. Report on Proposed Community Center.**
- c. Report on Burnham Park.**

Director Marsh reported on several meetings with the district's parks and community center consultants. The General Manager also reported that he was working with the district's financial consultant to explore potential financing options for the community center and park parcels.

- d. Consideration of Revised Disc Golf Proposal and Public Outreach Results.**

Directors Dye and Marsh reported that the school district, which owns the land proposed for the location of the disc golf course, had declined to offer a land lease for the proposed course.

3. Consideration to Extend Lease at 480 Avenue Alhambra, El Granada to Picasso Preschool.

General Manager Chuck Duffy reported that due to the permitting requirements and timing of the work for the proposed park and community center, he did not foresee any actual construction being started on site until the summer of 2024. The current school lease is due to end on August 31, 2023.

ACTION: Director Marsh moved to approve extending the existing lease for the preschool an additional year to August 31, 2024. (Marsh/Seaton). Approved 5-0.

4. Consideration of Amendment to District Personnel Manual.

Assistant General Manager Delia Comito provided an overview of the proposed changes to the district personnel manual, which include the addition of a continuation of benefits clause, as well as recognizing Juneteenth (June 19th) as a district holiday. Director Marsh suggested that the wording in the amendment specifying the "district's contribution amount of \$1400 per month" to health care costs for its employees be replaced with the words "the district's then current healthcare contribution".

ACTION: Director Marsh moved to approve the amendment with the change noted above. (Marsh/Clark). Approved 5-0.

5. Report on Sewer Authority Mid-Coastside Meetings.

Director Dye reported that while the SAM year-end financial report showed a million dollar operating deficit, she has been working with SAM staff to improve the reporting of SAM's finances. Specific focus has included improving reporting on deficit O&M spending should it occur, as well as improved regular status and budget reports on SAM's infrastructure replacement program. Director Clark provided a review of the last few SAM meetings.

CONSENT AGENDA

- 6. August 18, 2022 Special and Regular Meeting Minutes.**
- 7. September 2022 Warrants.**
- 8. July 2022 Financial Statements.**

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

COMMITTEE REPORTS

9. Report on seminars, conferences, or committee meetings.

INFORMATION CALENDAR

- 10. Attorney's Report** – No further report.
- 11. General Manager's Report** – No further report.
- 12. Administrative Staff Report** – No further report.
- 13. Engineer's Report** – No further report.
- 14. Future Agenda Items.**

ADJOURN REGULAR MEETING

At the conclusion of the August 18, 2022 Meeting:
Last Ordinance adopted: No. 175
Last Resolution adopted: No. 2022-012

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.