



GRANADA SANITARY DISTRICT  
OF SAN MATEO COUNTY

**MINUTES**  
**BOARD OF DIRECTORS**  
**REGULAR MEETING**

Thursday, April 17, 2014

**CALL REGULAR MEETING TO ORDER**

The Regular Meeting of the Granada Sanitary District Board of Directors was called to order at 7:34 p.m.

**ROLL CALL**

President Matthew Clark, Vice President Leonard Woren, Secretary Jim Blanchard, and Treasurer David Seaton. Director Ric Lohman was absent.

Staff: District Administrator Delia Comito.

**GENERAL PUBLIC PARTICIPATION**

Director Woren announced the upcoming "Snap Shot Day."

Director Woren requested Consent Agenda Items 1, 2 and 3 be held for discussion.

**CONSENT AGENDA**

**4. Approval of Assessment District Distribution #9-13/14 for \$3,879.50.**

**ACTION:** Director Woren moved to approve Item 4 as presented.  
(Woren/Seaton). Approved 4-0.

**1. Approval of Special and Regular Meeting Minutes for March 20, 2014.**

Director Woren noted the following corrections: Change Ryan Moroney to Jonathan Wittwer in Roll Call, correct motion in Item 2.b., and change the word "pulled" to "held" in Item 3.

**ACTION:** Director Woren moved to approve Item 1 with the changes noted above. (Woren/Blanchard). Approved 4-0.

**2. Approval of April 2014 Warrants for \$119,900.15 (Checks 5428-5455).**

The District Administrator indicated that check #5450 to Marlborough Group for \$4,255.00, on the direction of the General Manager, is being pulled from warrants and voided. Director Woren requested staff to add the accounting codes to future warrant reports.

**ACTION:** Director Woren moved to approve Item 2 with the amendment noted above. (Woren/Blanchard). Approved 4-0.

**3. Approval of March 2014 Financial Statements.**

Director Woren noted that the changes he requested to the Financial Statements included moving accounting code item 6810-Pet Waste Station, not code 6830-Bank Service Charges, from Administrative Expenses to Operating Expenses.

**ACTION:** Director Woren moved to approve Item 3 with the above correction. (Woren/Blanchard). Approved 4-0.

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

- 6. Attorney's Report – No report.**
- 7. Treasurer's Report – No report.**
- 8. General Manager's Report – No report.**
- 9. Administrator's Report – Nothing further to report.**
- 10. Engineer's Report – No report.**

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 8:05 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

  
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Jim Blanchard, Secretary

Date Approved: May 15, 2014