



GRANADA COMMUNITY SERVICES DISTRICT

Minutes BOARD OF DIRECTORS SPECIAL & REGULAR MEETINGS

Thursday, May 21, 2015

CALL SPECIAL MEETING TO ORDER AT 6:30 p.m.

The Special Meeting of the Granada Community Services District Board of Directors was called to order at 6:30 p.m.

ROLL CALL

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

Staff: General Manager Chuck Duffy, District Counsel Jonathan Wittwer, and District Administrator Delia Comito (7:30 pm meeting only).

GENERAL PUBLIC PARTICIPATION

None.

ADJOURN TO CLOSED SESSION

1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).

Negotiating parties: Coastside Fire Protection District and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on Obispo Road from Avenue Portola to Coronado (adjoining U.S. Post Office), El Granada, California, APN 047-261-030.

Under negotiation: Instructions to negotiator concerning price and terms of payment.

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

Granada Sanitary District v. County of San Mateo (RPI Big Wave et al.) - San Mateo Superior Court Case No. CIV505222.

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

Granada Sanitary District Appeal of Big Wave Project to California Coastal Commission – Coastal Commission Appeal No. A-2-SMC-11-021.

RECONVENE TO OPEN SESSION

District Counsel stated there was no reportable action taken in Closed Session.

ROLL CALL

All present.

GENERAL PUBLIC PARTICIPATION

None.

ACTION AGENDA

1. Consideration of Variance applications submitted for parcels less than 4,750 sq. ft. in the S-17 or S-3 zoning districts and less than 8,800 sq. ft. in the S-94 zoning district.

Owner(s): Michi Garrison
Applicant: Same
APN: 048-054-130
Location: Miramar Drive
Parcel Size/Zone: 4,600 sq. ft. in R-1/S-17 Zoning District
(5,000 sq. ft. min.)

Owner(s): Philomena, LLC
Applicant: Tom Carey
APN: 048-013-090
Location: Magellan Ave., Miramar
Parcel Size/Zone: 4,400 sq. ft. in R-1/S-94/DR Zoning District
(10,000 sq. ft. min.)

The District Administrator reviewed the two applications presented, and pointed out that the Philomena application was considered previously in October 2014, and was not granted a variance because a variance was granted to another applicant at that time. Counsel then reviewed the findings on the Garrison application. He also discussed the intent of the variance process and open interpretation of semi-annual consideration to grant no more than one variance submitted in the preceding six months, which did not apply to the Philomena application and that the two applications were not necessarily competing for approval.

ACTION: Director Lohman moved to consider the Garrison and Philomena variance applications independently. (Lohman/Clark) Approved 5-0.

The Board continued a discussion on the Garrison application and determined that the required findings could be made.

ACTION: Director Lohman move to approve granting a variance to the parcel owned by Michi Garrison. (Lohman/Seaton) Approved 5-0.

Counsel reviewed the detailed findings on the Philomena application. After a brief discussion, the Board determined that the required findings could be made. Director Lohman abstained due to his past objections regarding Coastal Commission approvals of substandard parcels.

ACTION: Director Clark moved to grant a variance to the parcel owned by Philomena. (Clark/Seaton), Approved 4-0-1, Lohman abstained.

2. **Consideration of Sewer Authority Mid-Coastside General Operating, Collections, and Capitalized Maintenance Budgets for 2015-16 Fiscal Year.**
The General Manager provided a report on his budget meeting with the SAM member agency managers, and outlined the revisions made since that meeting. This revised version was not available to be included in the board packet, so the item was tabled to the next board meeting.
3. **Consideration of District Budget for Fiscal Year 2015-16.**
The General Manager reviewed his memorandum provided in the packet and reviewed the highlights of the budget. After holding a general discussion, the item will be brought back at the next board meeting for a public hearing and final approval.
4. **Consideration of Awarding Construction Contract for the 2015 Capital Improvement Project.**
District staff advertised the project to solicit construction bids from contractors for the replacement of several sections of sewer main, and the bids were opened on May 5th at the District offices. J. Howard Engineering, Inc. was the low bidder at \$625,126.
ACTION: Director Lohman moved to approve awarding the construction contract to J. Howard Engineering, Inc. (Lohman/Clark) Approved 5-0.
5. **Consideration of Report by District's Sewer Authority Mid-Coastside Representatives.**
Directors Lohman and Woren provided an update on the last SAM meeting.

The District Administrator requested that Item 8 Financial Statements be tabled to the next board meeting.

CONSENT AGENDA

6. **Approval of April 23, 2015 Special Meeting Minutes.**
7. **Approval of May 2015 Warrants (Check No. 5850-5880).**
8. **Approval of April 2015 Financial Statements.**
9. **Approval of Assessment District Distribution #10-14/15.**
ACTION: Director Clark moved to approve Items 6, 7 and 9 of the Consent Agenda. (Clark/Blanchard) Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

11. **Attorney's Report. (Wittwer)**
12. **General Manager's Report. (Duffy)**
13. **Administrator's Report. (Comito)**
14. **Engineer's Report. (Kennedy Jenks)**

ADJOURN REGULAR MEETING

The regular meeting was adjourned at 9:15 p.m.

SUBMITTED BY:



Delia Comito, Secretary

APPROVED BY:



Chuck Duffy, General Manager

Date Approved by Board: June 18, 2015