



GRANADA COMMUNITY SERVICES DISTRICT

Minutes BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

April 19, 2018

CALL SPECIAL MEETING TO ORDER

The special meeting was called to order at 6:30 p.m.

ROLL CALL

Vice President Barbara Dye, Director Jim Blanchard, Director Matthew Clark, and Director David Seaton. President Leonard Woren was absent.

Staff: General Manager Chuck Duffy, District Counsel William Parkin, and Assistant General Manager Delia Comito (in open session only).

GENERAL PUBLIC PARTICIPATION

None.

ADJOURN TO CLOSED SESSION

1. **Conference with Legal Counsel – Existing Litigation (Gov. 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) - San Mateo Superior Court Case No. 17CIV03092.

RECONVENE TO OPEN SESSION

ADJOURN SPECIAL MEETING

ROLL CALL

GENERAL PUBLIC PARTICIPATION

None.

President Pro-tem Dye moved Item 3 to be before Item 7.

ACTION AGENDA

3. **Consideration of District Communications Policy, Including Newsletter Publication and Website Improvements.**

Duffy explained that the Board Communications Committee met with the Newsletter & Website Committee of the Parks Advisory Committee (PAC) to work on the newsletter and parks web page. A discussion was held.

ACTION: Director Clark moved to approve sending out the newsletter subject to final approval by the Board Committee and staff, with a not to exceed cost of \$6,000. (Clark/Blanchard). Approved 4-0.

The Board directed staff to work with the Board committee to draft a communications policy to bring back to the May meeting.

2. Consideration of Approving Parks and Recreation Webpage from the Park Advisory Committee.

This Item was tabled until the communications policy is presented.

4. Consideration of Park Advisory Committee Summer Special Events Program.

Duffy explained that the summer programs are a PAC idea, and that time is of the essence to include the program in the newsletter, which needs to be mailed out by the end of May. PAC approved 12 programs, some of which are open to minors participating. District Counsel indicated that it's important to state that parents or guardians will need to participate with children under 18, in lieu of training and fingerprinting required under State laws.

The Board held a discussion and approved the program in concept. Staff was directed to verify insurance liability coverage.

5. Consideration of Letter to CUSD Regarding Short-term Lease Proposal of EG Property for a Bike Pump Track.

A discussion was held regarding the need to consider locating a pump track on the CUSD property, when the County Master Plan for Quarry Park includes a pump track, which the District pledged to support. It was noted that the County would be holding a meeting to solicit public input on the plan next week. The following persons made comments to the Board:

Paul Koelsch, PAC Member, read a statement from resident Chris Johnson, who supports a pump track.

Nancy March, PAC Member, asked for permission to state at the County meeting that the District promised funding support of the pump track project, to which the Board agreed.

Fran Pollard, PAC Member, was against having a pump track in Quarry Park.

Susannah Cantrell, PAC Member, supports a pump track in Quarry Park.

Rick Barker, a resident, suggested considering the CUSD property for other projects if a pump track is proposed for Quarry Park.

ACTION: Director Clark moved to notify the County of the District's pledge of funding a pump track in Quarry Park.

6. Consideration of Draft Landscape Architect RFP for EG Medians 7, 8, and 11 Improvements from the Park Advisory Committee.

Duffy indicated that PAC was tasked with preparing a new landscape architect RFP for the medians, however, it was suggested to instead have a concept design plan for medians 8 and 7, excluding 11 first, and contracting with Kikuchi & Kankel, the firm preparing the concept design for the Burnham Strip property.

The Board held a discussion.

Dale Ross, PAC Member, stated he was uncomfortable abandoning the original RFP idea.

It was a consensus of the Board to have the Burnham Strip Committee, and the PAC Medians Committee meet with Kikuchi & Kankel.

1. Consideration of Sewer Authority Mid-Coastside Draft FY 2017/18 JPA General Budget and Contract Collections Budget.

Duffy reviewed the SAM budget. He indicated that wages increased by 50%, and that professional services and equipment repair costs are extremely high. Director Dye noted that the numbers did not add up right.

The Assistant General Manager stated that employee wages at SAM are increasing far greater than the average private-sector wages, and greater than District wages, and that the recent increase in benefits provided to the unrepresented employees, equated to a gift of public funds.

7. Consideration of District's Sewer Authority Mid-Coastside Report.

Director Blanchard reported on the 4/09/18 meeting.

CONSENT AGENDA

8. Approval of March 15, 2018 Meeting Minutes.

9. Approval of April 2018 Warrants for \$203,348.35.

10. Approval of February 2018 Financial Statements.

11. Approval of Assessment District Distribution #9-17/18.

ACTION: Director Clark moved to approve consent agenda items, 8, 9, 10 and 11. (Clark/Blanchard). Approved 4-0.

COMMITTEE REPORTS

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

Director Dye congratulated PAC for their hard work.

INFORMATION CALENDAR

13. Attorney's Report. (Wittwer)

14. General Manager's Report. (Duffy)

15. Administrative Staff Report. (Comito)

- 16. Engineer's Report. (Kennedy Jenks)
- 17. Future Agenda Items.

ADJOURN REGULAR MEETING

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The regular meeting was adjourned at 9:56 p.m.

SUBMITTED BY:

APPROVED BY:

Delia Comito, Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 17, 2018