



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS

SPECIAL MEETING at 7:00 p.m.

REGULAR MEETING at 7:30 p.m.

April 16, 2020

THIS MEETING WAS HELD VIA TELECONFERENCE AS PERMITTED BY GOVERNOR'S EXECUTIVE ORDER N-29-20.

CALL SPECIAL MEETING TO ORDER AT 7:00 p.m.

The Special Meeting was called to order at 7:00 pm.

ROLL CALL

President Barbara Dye, Vice President Matthew Clark, Director Jim Blanchard, Director David Seaton, and Director Eric Suchomel.

Staff: General Manager Chuck Duffy, District Counsel Bill Parkin, and in Open Session only, Assistant General Manager Delia Comito, and Parks and Rec Coordinator Claudia Marshall.

ADJOURN TO CLOSED SESSION

1. Conference with Legal Counsel – Existing Litigation (Government 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) – Santa Clara County Superior Court Case No. 17CV316927.

RECONVENE TO OPEN SESSION

There was no reportable action in the Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:37 pm.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

None.

ACTION AGENDA

1. Report on Parks and Recreation Activities.

Ms. Marshall Reported that all recreational classes had been cancelled due to Covid-19, but was hoping they could resume the schedule in late summer or early fall.

President Dye thanked the Assistant General Manager for her efforts to block off the Burnham Strip parking lot and skate ramp from use, as required by the County Health Officer Order issued on March 27th.

In addition to thanking staff, Director Clark thanked President Dye for her efforts relating to the Burnham Strip property. He also reported that there had been no County movement on the Quarry Park bike pump track project due to Covid-19.

Ms. Comito wished to recognize the assistance of Tony Young, SAM Collections Contract Supervisor, in helping to blocking off the Burnham Strip parking lot.

2. Consideration of Independent Contractors Agreement for General Manager Services.

District Counsel reviewed the contract, indicating that some changes had been made to Section 5(b) regarding indemnification. A new Schedule of Charges was inadvertently not provided, and after a brief discussion, the Board decided to table the item to the next meeting.

3. Consideration of Sewer Authority Mid-Coastside Report.

Director Dye reported on the status of the FY 2018/19 and 2019/20 audits, the proposed SAM Wet Weather Storage project, the progress on the IPS forcemain replacement project, and the upcoming SAM FY 2020/21 budget.

CONSENT AGENDA

- 4. Approve February 20, 2020 Meeting Minutes.**
- 5. Approve March 19, 2020 Special Meeting Minutes.**
- 6. Approve March 2020 Warrants.**
- 7. Approve April 2020 Warrants.**
- 8. Approve January 2020 Financial Statements.**
- 9. Approve February 2020 Financial Statements.**
- 10. Approve Assessment District Distribution #8-19/20.**
- 11. Approve Assessment District Distribution #9-19/20.**

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

- 13. Attorney's Report.**
None.
- 14. General Manager's Report.**
None.
- 15. Administrative Staff Report.**

In addition to providing the District's LAIF Account information in the packet, Ms. Comito reported that under the Shelter-in-place Order, the District office is closed to walk-in traffic, but is open during normal business hours by phone, and that sewer permit applications are being accepted by US mail.

16. Engineer's Report.

Mr. Duffy, reporting on behalf of the District Engineer, said that the Mirada Road/Bridge sewer main relocation project was still moving forward.

17. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 8:30 pm.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 21, 2020