



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

November 19, 2020

**THIS MEETING WAS HELD VIA TELE-CONFERENCE AS PERMITTED BY
STATE EXECUTIVE ORDER N-29-20.**

CALL SPECIAL MEETING TO ORDER

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 Recreation 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.

2. Conference with Real Property Negotiator (Government Code Section 54956.8). Property: 531 Obispo Road, El Granada, California.

District's Negotiator: Chuck Duffy

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

Under negotiation: Instruction to negotiator will concern price and terms of payment.

3. Conference with Legal Counsel—Existing Litigation (Government Code §54956.9(d)(1)).

Saxton v. Granada Community Services District (EEOC No. 550-2020-00699).

RECONVENE TO OPEN SESSION

District Counsel stated that no reportable action was taken in closed session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

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

ROLL CALL

GENERAL PUBLIC PARTICIPATION

ACTION AGENDA

1. Consideration of Resolution Commending Director Jim Blanchard for His Service to the District.

The Board Members thanked Director Blanchard for his service to the District and presented him with a Certificate of Appreciation.

Former GCSD director Fran Pollard thanked Director Blanchard for his years of service to the District and for his contributions to the district's proposed Burnham Park, as well as his contributions to the development of Quarry Park as a member of the Midcoast Park Lands committee.

ACTION: Director Clark moved to approve the Resolution to Commend Director James Blanchard for his Honorable Service to the Public as a Distinguished Member of the Board of Directors. (Clark/Seaton).
Approved 5-0.

2. Report on Parks and Recreation Activities.

PAC Chair Nancy Marsh reported on the PAC meeting held on November 11th. District Parks and Recreation Coordinator Claudia Marshall reported on the winter recreation classes she was seeking to schedule. Director Dye reported that the biological report for Burnham Park should be completed soon.

3. Consideration of Proposal with Katkin Architecture for 531 Obispo Road Feasibility Study for Redevelopment as a Community Center and District Office.

Ms. Katkin outlined her relevant project experience, the scope of work to be performed, and the deliverables to the District under the contract presented for approval. She will evaluate the existing fire station, and will prepare a report outlining the zoning and planning regulations to establish the parameters for development. The second part of the scope of work will require more specific input from the board and the public for the potential use of the building. The Board held a general discussion. While the specific type of use should be defined, President Dye said that she first wants to know the constraints.

ACTION: Director Clark moved to approve the contract for architectural services as presented. (Clark/Suchomel). Approved 4-0-1. (Director Seaton abstained).

4. Consideration of District Office Lease.

The lease presented was for a term of three years, with a \$50 per month increase per year.

ACTION: Director Seaton moved to approve a lease addendum for two years with a one-year option to extend. (Seaton/Clark). Approved 5-0.

5. Consideration of Sewer Authority Mid-Coastside Report.

Director Dye reported on the SAM meeting held November 11th, and noted that steps were taken to mitigate high BOD readings at the plant. She also reported on the SAM Finance Committee Meeting held earlier that day (11/19/20).

CONSENT AGENDA

6. October 15, 2020 Special and Regular Meeting Minutes.

7. November 2020 Warrants.

8. September 2020 Financial Statements.

9. Assessment District Distribution #5-20/21.

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

11. Attorney's Report. (Parkin)

12. General Manager's Report. (Duffy)

13. Administrative Staff Report. (Comito)

14. Engineer's Report. (Kennedy Jenks)

15. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:02 pm.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: December 17, 2020