



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

Thursday, December 15, 2022

**THIS MEETING WAS HELD VIA TELE-CONFERENCE AS PERMITTED BY STATE
EXECUTIVE ORDER N-08-21.**

CALL MEETING TO ORDER

The Special Meeting was called to order at 6:31 pm.

ROLL CALL

President Barbara Dye, Vice President Nancy Marsh, Director Matthew Clark, Director Jill Grant, and Director Jen Randle.

Staff: General Manager Chuck Duffy, Assistant General Manager Delia Comito, and District Counsel William Parkin.

GENERAL PUBLIC PARTICIPATION

SPECIAL MEETING AGENDA

- 1. Administer the Oath of Office to Board Members Jill Grant, Jen Randle, and Barbara Dye.**

Newly elected County of San Mateo Supervisor Ray Mueller administered the oath of office for the elected district directors.

- 2. Approve a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Granada Community Services District for a Period of 30 Days Pursuant to the Brown Act.**

ACTION: Director Marsh moved to approve the resolution. (Marsh/Clark).
Approved 5-0.

ADJOURN TO CLOSED SESSION

- 3. 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.

4. **Conference with Legal Counsel – Anticipated Litigation**
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9 (one case).

RECONVENE TO OPEN SESSION

There was no reportable action taken in the Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:30 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

None.

REGULAR MEETING AGENDA

1. **Certificates of Appreciation to Former Directors Seaton and Suchomel for Their Service to the District.**

President Dye thanked the out-going directors for their service. Staff reported that the certificates were hand delivered to their respective residences.

2. **Election of Board Officers.**

President Dye opened the nominations for Board President, and nominated Director Marsh. There were no further nominations, and President Dye closed the nominations.

ACTION: The motion to approve Director Marsh as Board President was approved by unanimous consent by a vote of 5-0.

Director Dye opened the nominations for Board Vice President, and Director Grant nominated Director Randle. There were no further nominations.

ACTION: The motion to approve Director Randle as Board Vice President was approved by unanimous consent by a vote of 5-0.

Director Marsh took her seat as Board President.

3. **Parks and Recreation Activities.**

- a. **Presentation of Timeline on GCSD Actions and Outreach Regarding Parks and Recreation and Future Milestones.**

Director Dye reviewed the comprehensive parks timeline she put together, which started in June 2014 with the passing of Measure G to reorganize the District into a Community Services District, through to the present date. She also included future anticipated milestones through the summer or fall of 2024, when construction of the park is expected to start.

b. Report on Proposed Community Recreation Center.

Director Marsh reported on the event held on December 3rd to obtain input from the community on the proposed recreation center, and on visiting another community center. She said that the concerns regarding the daycare issue will be addressed during the planning phase.

c. Report on Burnham Park.

General Manager Duffy reported on the ad hoc meeting held and the subsequent recommendation to permit all potential phases of the park and recreation center at the same time.

d. Decision Regarding Scope of County Permit Submittal.

ACTION: Director Dye moved to approve having all potential phases of the park and community center plans combined for submittal to the County and other regulatory agencies as one project. (Dye/Clark). Approved 5-0.

4. Public Hearing: Consideration of Recology Rate Increase for Garbage and Recycling Disposal and Related Fee Resolution in Accordance with Articles XIII C and D of the California Constitution (Proposition 218).

Mr. Duffy explained the required process for Proposition 218, which included sending a notice to all ratepayers of the proposed increase in rates and setting the public hearing. The District received three written protests, which was less than the 50% protest response required to stop the increase from taking effect.

President Marsh opened the public hearing, and there were no public comments. The hearing was closed.

ACTION: Director Dye moved to adopt the Fee Resolution for the increase in Garbage and Recycling Fees. (Dye/Clark). Approved 5-0.

5. Consideration of a Resolution Appointing the Sewer Authority Mid-Coastside Representatives and Alternate.

ACTION: Director Dye moved to reappoint herself and Director Clark as the District's SAM Representatives, and to appoint Director Grant as the first alternate and Director Randle as the second alternate. (Dye/Randle). Approved 5-0.

6. Consideration of Appointing Representative to the San Mateo County Chapter of the Special Districts Association.

ACTION: Director Dye moved to appoint Director Grant as the District Representative and Director Randle as the alternate. (Dye/Randle). Approved 5-0.

7. Consideration of Contract Amendment with Kikuchi + Kankel for Additional Landscape Design for the Proposed Community Recreation Center.

ACTION: Director Dye moved to approve the amended contract with Kikuchi + Kankel to provide for the recreation center landscape design. (Dye/Clark). Approved 5-0.

8. Engineer's Report from District Engineer Kennedy Jenks.

Mr. Duffy reviewed the Engineer's report, and informed the board of the delay in starting the capital improvement project due to a pipeline supply shortage.

9. Report on Sewer Authority Mid-Coastside Meetings.

Directors Dye and Clark reported on the latest SAM meetings.

President Marsh pulled Item 10. October 20, 2022 Regular Meeting Minutes. The missing December 2022 Warrants in Item 12 were tabled to the January meeting.

CONSENT AGENDA

10. November 17, 2022 Regular Meeting Minutes (canceled)

11. October, November Warrants

12. September and October 2022 Financial Statements

13. Assessment District Distribution #2-22/23

ACTION: Director Dye moved to approve the above Consent Agenda Items, including Item 10, October 20, 2022 Regular Meeting Minutes as amended. (Dye/Clark). Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

15. Attorney's Report. (Parkin)

16. General Manager's Report. (Duffy)

17. Administrative Staff Report. (Comito)

18. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:23 pm.

Date Approved by Board: January 19, 2023

ATTEST:

Delia Comito, Board Secretary