



GRANADA SANITARY DISTRICT
OF SAN MATEO COUNTY

MINUTES
BOARD OF DIRECTORS
SPECIAL & REGULAR MEETINGS

July 18, 2013

CALL SPECIAL MEETING TO ORDER

The Special Meeting of the Granada Sanitary District Board of Directors was called to order at 6:37 p.m.

ROLL CALL

President Leonard Woren, Vice President Matthew Clark, Secretary Gael Erickson, and Director Ric Lohman.

Staff: General Manager Chuck Duffy, District Counsel Jonathan Wittwer, and District Administrator Delia Comito (Open Session only).

GENERAL PUBLIC PARTICIPATION

ADJOURN TO CLOSED SESSION

1. 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

2. 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

3. Conference with Legal Counsel – Exposure to Litigation (Gov. Code Section §54956.9(d)(2)). (One potential case).

RECONVENE TO OPEN SESSION

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

4. Consideration of Appointment of District Board Secretary to Fill Vacancy.

ACTION: Director Clark moved to appoint Director Lohman as the District Secretary. (Clark/Erickson). Approved 4-0.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:31 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

El Granada resident Laura Stein asked if the Board would consider grading the parking area located on the Burnham Strip. Director Woren stated that the issue may be addressed in the future.

Director Woren announced the upcoming recycling event on Saturday, July 27, 2013.

REGULAR AGENDA

1. PUBLIC HEARING: Consideration of a Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorizing the Collection of Said Charges on the 2013/14 FY San Mateo County Tax Roll.

President Woren opened the public hearing. General Manager Chuck Duffy reviewed the Sewer Service Charge report and reported on the excessive water usage issue at El Granada School, which had also occurred last year. The Board agreed to make an adjustment to charge the same amount as the prior year, and directed staff to send a strong letter to the school advising them to address the problem as the District will not continue the courtesy of making adjustments to what seem to be erroneous meter reads.

Barry McAdoo, owner of 182 Harvard Ave, Princeton, protested the delinquent garbage collection charges being levied on his property. He said that the tenants established the account with Recology, and then never paid the bill. He did not feel he was responsible. The General Manager said he would speak with the Recology General Manager to see what could be done.

ACTION: Director Lohman moved to adopt the Resolution approving the 2013/14 Fiscal Year Sewer Service and Delinquent Garbage Account Reports with the adjustment made for El Granada School as stated (Res. 2013-006).
(Lohman/Erickson) Approved 4-0.

2. Consideration of LAFCo Application for Potential Reorganization into a Community Services District with Parks and Recreation Powers:

- a. **Report from General Manager on status of Application to LAFCo;**
- b. **Adopting Resolution on Policy Limiting Acquisition and Use of Agricultural Lands for Park and Recreation Purposes; and**
- c. **Further directions to General Manager necessary or convenient to the processing to completion of the Granada Sanitary District Reorganization Project (including execution of any related agreements).**

The General Manager reported on his meeting with LAFCo Executive Director Martha Poyatos, where they discussed the outstanding issues to be addressed by the District for the reorganization proposal. He noted that he will be meeting with a variety of community groups and agencies over the coming months, including the school district, the City of Half Moon Bay, and the Mid Coast

Community Council. District Counsel then provided an update on the draft agricultural policy and other CSD reorganization issues.

3. Consideration of CSDA Ballot for Board of Directors Election 2013, Region Three, Seat B.

ACTION: Director Lohman moved to approve casting the ballot for Kathryn Slater-Carter. (Lohman/Clark). Approved 4-0.

4. Consideration of Method to Fill District Board Vacancy (Including by Election or Board Appointment).

ACTION: Director Lohman moved to direct staff to follow the necessary procedures to allow the Board to appoint a new director at a future board meeting. (Lohman/Clark). Approved 4-0.

5. Consideration of Report and Future Issues by District's Sewer Authority Mid-Coastside Representatives.

a. Consideration of a Resolution Appointing a Representative and Alternate to the Sewer Authority Mid-Coastside Board of Directors

ACTION: Director Erickson moved to appoint Director Clark as the District's Representative on the Sewer Authority Mid-Coastside Board of Directors, and to appoint Director Lohman as the alternate representative (Res. 2013-007). (Erickson/Clark). Approved 4-0.

Directors Lohman and Woren reported on the acceptance of General Manager Steve Leonard's resignation and other SAM personnel issues, including the formation of a committee to interview candidates. They also reported on the status of repairing the treatment plant's electrical problem, the future presentation of a new Maintenance Agreement, the approval of higher engineering fees, and the distribution of a report detailing the surplus refund to member agencies.

CONSENT AGENDA

6. Approval of Special Meeting Minutes for June 20, 2013.
7. Approval of July 2013 Warrants for \$355,553.31 (Checks 5134-5161).
8. Approval of June 2013 Financial Statements.
9. Approval of Assessment District Distribution #12-12/13 for \$5,091.55
ACTION: Director Lohman moved to approve the Consent Agenda. (Lohman/Erickson). Approved 4-0.

COMMITTEE REPORTS

10. Report on seminars, conferences, or committee meetings.
Director Woren reported on the July 17 LAFCo meeting he attended.

INFORMATION CALENDAR

11. Attorney's Report. (Wittwer) – None.
12. Treasurer's Report. (Erickson) – None.
13. General Manager's Report. (Duffy) – None.

14. Administrator's Report. (Comito) - Nothing further.
15. Engineer's Report. (Kennedy Jenks) – None.

ADJOURN REGULAR MEETING

The regular meeting was adjourned at 9:20 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Ric Lohman, Secretary

Date Approved: August 29, 2013