



## GRANADA COMMUNITY SERVICES DISTRICT

# Minutes BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

Thursday, August 18, 2016

### **CALL SPECIAL MEETING TO ORDER**

The Special Meeting of the Granada Community Services District Board of Directors was called to order at 6:52 p.m.

### **ROLL CALL**

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

Staff: District Counsel Jonathan Wittwer and Assistant General Manager Delia Comito.

### **GENERAL PUBLIC PARTICIPATION**

None.

### **ADJOURN TO CLOSED SESSION**

#### **1. Conference with Real Property Negotiator (Government Code Section 54956.8).**

District's Negotiator: Chuck Duffy.

Negotiating parties: Jan Gray, Realtor for Property Owner Wayne Impink, and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on Obispo Road, El Granada, California. APN 047-251-100

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

### **RECONVENE TO OPEN SESSION**

No reportable action was taken in the Closed Session.

### **ADJOURN SPECIAL MEETING**

### **CALL REGULAR MEETING TO ORDER**

The Regular Meeting of the Granada Community Services District Board of Directors was called to order at 7:37 p.m.

### **ROLL CALL**

## **GENERAL PUBLIC PARTICIPATION**

President Clark announced that a Special Board Meeting will be held specifically for parks issues on August 25, 2016.

### **ACTION AGENDA**

**1. Consideration of Variance Application for APN: 048-013-220, Coronado Ave, Half Moon Bay, 4,400 sq. ft. in 10,000 sq. ft. zoning district, Owner: Paul McGregor.**

This Item was tabled from the last meeting to allow Counsel to research the District's authority to place conditions on sewer permits that are granted to substandard parcels, which was addressed in a letter provided by Counsel. The Board held a discussion. Mr. McGregor and Mr. Tom Carey addressed the Board.

**ACTION:** Director Woren moved that the findings necessary for the Board to grant a variance had been met, and moved to grant the variance with a recorded condition placed upon the property that limits the single-family dwelling to two bedrooms, but with an option to revise the restriction if there is a revision to the District Ordinance affecting sewer permit variances in the future. (Woren/Blanchard). Approved 4-0.

**ACTION:** Director Woren moved to direct staff to prepare a proposal on variance conditions for substandard parcels, to be presented at a future meeting. (Woren/Seaton). Approved 4-0

**2. Consideration of Approval of Audited Financial Statements for Fiscal Year Ending June 30, 2015.**

**ACTION:** Director Woren moved to approve the Audited Financial Statements for fiscal year ending June 30, 2016 as presented. (Woren/Blanchard). Approved 4-0.

**3. Consideration of Response to Grand Jury Report.**

The Board reviewed the draft Grand Jury response letter, and discussed each finding and response. Administrative staff will revise the responses as discussed and Director Seaton will provide his responses separately. The revised responses will be reviewed at the next Board meeting.

**4. Consideration of proposal to request that Sewer Authority Mid-Coastside allow and facilitate conversion by GCSD of unused room at the Portola Pump Station into a public restroom.**

This Item was requested by Director Woren, who feels there is unused and underutilized space in SAM's Portola Pump Station suitable for conversion into a public restroom. He is seeking approval from the Board to request staff to write a letter to SAM to express the District's interest in converting the unused room into a public restroom and authorizing the SAM Representatives to represent the District's interest to do so.

**ACTION:** Director Woren moved to approve direction to staff to write a letter to SAM as requested and providing authorization to SAM Representatives. (Woren/Blanchard). Approved 4-0.

**5. Consideration of Report by District's Sewer Authority Mid-Coastside Representatives.**

Director Woren reported on the last SAM meeting.

**CONSENT AGENDA**

Director Woren requested that Item 6 to be held for discussion.

**7. Approval of August 2016 Warrants for \$142,011.29 (checks 6264 – 6287).**

**8. Approval of July 2016 Financial Statements.**

**9. Approval of Assessment District Distribution #1-16/17.**

**10. Approval of Amendment to Conflict of Interest Code.**

**11. Approval of Acceptance of Class 3 Mainline Extension on Cortez Avenue, Miramar, Permittee: Vikas Bakshi.**

**ACTION:** Director Woren moved to approve Consent Agenda Items 7, 8, 9, 10 and 11. (Woren/Blanchard). Approved 4-0.

**6. Approval of July 21, 2016 Meeting Minutes.**

Director Woren requested that two changes be made to the meeting minutes.

**ACTION:** Director Woren moved to approve Consent Agenda Item 6. (Woren/Blanchard). Approved 4-0.

**COMMITTEE REPORTS**

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

Director Woren indicated that Director Lohman had attended the recent LAFCo meeting. District Counsel Jonathan Wittwer reported on his attendance at a CASA conference.

**INFORMATION CALENDAR**

**13. Attorney's Report - None.**

**14. General Manager's Report – None.**

**15. Administrative Staff Report – Nothing further to report.**

**16. Engineer's Report – Nothing further to report.**

**ADJOURN REGULAR MEETING**

The meeting was adjourned at 10:35 p.m.

SUBMITTED BY:

APPROVED BY:

\_\_\_\_\_  
Delia Comito, Secretary

\_\_\_\_\_  
Chuck Duffy, General Manager

Date Approved by Board: September 15, 2016