



## GRANADA COMMUNITY SERVICES DISTRICT

# Minutes BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

May 17, 2018

### **ROLL CALL**

President Leonard Woren, Vice President Barbara Dye, Director Jim Blanchard, Director Matthew Clark, and Director David Seaton.

Staff: General Manager Chuck Duffy, District Counsel William Parkin, and Assistant General Manager Delia Comito (in open session only).

### **GENERAL PUBLIC PARTICIPATION**

Pat Tierney, Parks Advisory Committee Chair, thanked the board for their support of the Summer Events Program, and expressed the need to resolve the insurance issue. He also asked the board to consider renewing the agreement with the County for park services.

### **ADJOURN TO CLOSED SESSION**

**1. Conference with Legal Counsel – Existing Litigation (Gov. 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) - San Mateo Superior Court Case No. 17CIV03092.

**2. Conference with Legal Counsel – Existing Litigation (Gov. Code Section 54956.9(d)(1)). Administrative Liability Complaint R2-2017-1024 issued by the San Francisco Regional Water Quality Control Board against Sewer Authority Mid-Coastside.**

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

### **RECONVENE TO OPEN SESSION**

There was no reportable action from the Closed Session.

### **ADJOURN SPECIAL MEETING**

## **CALL REGULAR MEETING TO ORDER**

The Regular meeting was called to order at 7:40 p.m.

## **ROLL CALL**

## **GENERAL PUBLIC PARTICIPATION**

### **ACTION AGENDA**

#### **1. Consideration of Burnham Strip Park Concept Designs and Community Outreach Plan.**

Steven Kikuchi and Tom Conroy from the architect landscape firm of Kikuchi + Kankel Design Group in Half Moon Bay, presented their ideas in a series of three Concept Design Plans and a Constraints Page, a comprehensive map, which identified roads, potential pedestrian crossings, riparian and noise impact areas, and view-points, among other things.

Concept 1 was the lowest intensity plan, which included walkways, picnic areas, a lawn volleyball area, and an amphitheater.

Concept 2 included walkways, picnic areas, a sundial, a basketball half court, a bocce ball or horseshoe area, a playground, and an elevated plaza.

Concept 3 included some of the other elements, plus a restroom, and a small skating area.

Each Director provided their feedback, and likes and dislikes. The following members of the public commented: Tim Pond, Pat Tierney, Dave Olsen, Lisa Ketcham, Chris Johnson, Paul Koelsch, Leni Schultz, Suzi Haligon, Fran Pollard, and Jane McAllister.

The Board held a discussion and reached a consensus to plan a future public outreach event on the Burnham property. President Woren tasked the Communications AD Hoc Committee to coordinate planning the event. The Board thanked Mr. Kikuchi and Mr. Conroy for their presentation.

#### **2. Consideration of Sewer Authority Mid-Coastside Draft Fiscal Year 2018/19 JPA General and Contract Collections Budgets.**

The Board discussed some of the troubling issues with the budgets presented. SAM General Manager, Beverli Marshall, was present and addressed the issues raised by the Board. There was additional discussion regarding the Contract Collections Services and the changes relating to the Agreement with the City of Half Moon Bay. The Board agreed to table the item to the next meeting.

#### **3. Consideration of Granada Community Services District Draft Fiscal Year 2018/19 Budget, and Potential Associated Sewer Service Charge Increase.**

The General Manager reviewed the draft budget, and provided a table projecting revenues and expenses over a 5-year period. He recommended a sewer service

charge increase of 15% per year for five years. The last rate increase was six years ago.

The Board directed staff to initiate the Prop. 218 process to increase the sewer service charge as recommended.

**4. Consideration of Appointing Ad-Hoc Litigation Mediation Committee.**

This item was tabled to a future meeting.

**5. Consideration of Approving Director Seaton's Request to Attend Special Districts Legislative Days.**

**ACTION:** Director Clark moved to approve Director Seaton's request. (Clark/Dye). Approved 5-0.

**6. Consideration of Sewer Authority Mid-Coastside Report.**

Director Woren reported on the SAM meeting held on 5/07/18.

**CONSENT AGENDA**

**7. Approval of April 19, 2018 Meeting Minutes.**

**8. Approval of May 10, 2018 Special Meeting Minutes.**

**9. Approval of May 2018 Warrants for \$207,722.26.**

**10. Approval of April 2018 Financial Statements.**

**11. Approval of Assessment District Distribution #10-17/18.**

**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. (Wittwer)**

**14. General Manager's Report. (Duffy)**

**15. Administrative Staff Report. (Comito)**

**16. Engineer's Report. (Kennedy Jenks)**

**17. Future Agenda Items.**

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 11:20 p.m.

SUBMITTED BY:

APPROVED BY:

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

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

Date Approved by Board: June 21, 2018