



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

October 17, 2019

CALL SPECIAL MEETING TO ORDER

The Special Meeting was called to order at 6:34 p.m.

ROLL CALL

President Matthew Clark, Vice President Barbara Dye, Director Jim Blanchard, Director David Seaton, and Director Eric Suchomel.

Staff: General Manager Chuck Duffy, Assistant General Manager Delia Comito (Regular Meeting only), and District Counsel Bill Parkin.

GENERAL PUBLIC PARTICIPATION

Mr. Bob Glynn addressed the Board regarding the Casa Mira Condominiums sea wall request to the California Coastal Commission.

ACTION AGENDA

- 1. Appointment of General Manager as Labor Negotiator Pursuant to Government Code Section 54957.6—Unrepresented Employee—Parks & Recreation Coordinator.**

ACTION: (Dye/Suchomel). Approved 5-0.

ADJOURN TO CLOSED SESSION

- 2. Conference with Labor Negotiator—Government Code Section 54957.6.**
Agency designated representative: Chuck Duffy
Unrepresented employee: Parks & Recreation Coordinator.
- 3. Conference with Labor Negotiator—Government Code Section 54957.6.**
Agency designated representative: Chuck Duffy
Unrepresented employee: Assistant General Manager.
- 4. Conference with Labor Negotiator—Government Code Section 54957.6.**
Agency designated representative: Chuck Duffy
Unrepresented employee: Assistant Administrator.
- 5. 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.

- 6. 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.

RECONVENE TO OPEN SESSION

District Counsel stated that there was no reportable action taken in Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:35 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

Nancy Marsh suggested District collaboration with the Community Emergency Response Team (CERT).

President Clark announced the upcoming Local Recycling Drop Off Day.

Director Seaton announced the Burnham Park Planning Workshop to be held on October 24, 2019 at the El Granada School.

ACTION AGENDA

1. Consideration of 2020 Recology Rates and Services.

This Item was placed on the Agenda at the request of Director Dye to review the Recology contract and rate adjustments annually before the new year. Recology General Manager Chris Porter was invited to discuss pertinent garbage industry issues. The District also wished to address the Midcoast Community Counsel request to consider weekly green waste and composting services.

Ms. Porter reported that rates would remain stable for District customers in the coming year, despite changes in the recycling market and the subsequent loss of revenue. She assured the Board that Recology remains committed to recycling, rather than landfilling recyclable material, as other County and State agencies are doing. The recent decision by China to greatly reduce the recycled products they import has had a big effect on recycling.

She announced that the State is requiring implementation of curbside composting services by 2024, and the District could request implementation sooner with the understanding that any decision has a 12-month lead time to implement. The sense of the Board was to start in January 2021, but Ms. Porter suggested June 2021. The General Manager was directed to discuss a timeline with MWSD to coordinate starting the service.

2. Consideration of 2019 Parks & Recreation Community Interest Survey Results.

Parks Advisory Committee Vice Chair Pat Tierney presented a slideshow on the survey and reviewed the findings pertaining to preferences for park features, projects, and recreational classes. The Board held a discussion and will reconsider the results after the upcoming Burnham Park Public Workshop is held.

President Clark moved up Item 13, Report on Parks Advisory Committee.

13. Report on Parks Advisory Committee.

Chair Marsh said PAC would concentrate on recreation programs at the October 5 meeting, and will remind PAC members that terms expire at the end of the year. She reviewed the workshop plan, and thanked Member Koelsch for coming up with the grid map idea. The Board thanked Marsh and Vice Chair Tierney for the work that went into the Parks and Recreation Community Options survey.

3. Consideration of Report from Ad Hoc Committee Regarding Partnering with the San Mateo County Harbor District to Share Office Space.

The Board held a discussion regarding future District office space needs and how they might be met if sharing space with the Harbor District at lot next to the post office. It was the sense of the Board that future consideration was needed to decide the District's needs and that more information is needed from the Harbor District. The Committee will continue discussions.

4. Consideration of Audited Financial Statements for Fiscal Year Ending June 30, 2018.

General Manager Duffy provided a review of the District's financial statements. He reported that board consideration of the District's audit was delayed due to the fact that SAM has not yet completed their audit for FY 2017/18. Rather than delaying consideration further, the SAM assets listed in the GCSO financial statements were based on SAM's 2017 numbers. He pointed to legal expenses as the reason for the increased administration costs, and said reserves were utilized for SAM capital projects. No material weaknesses were found.

ACTION: Director Dye moved to approve the audited financial statements for the fiscal year ending June 30, 2018. (Dye/Blanchard). Approved 5-0.

5. Consideration of Personnel System Manual and Salary Schedule Amendments.

This Item was tabled to the next meeting.

6. Consideration of Sewer Authority Mid-Coastside Report.

The report focused on the current issues faced by SAM.

CONSENT AGENDA

7. Approve September 19, 2019 Meeting Minutes.
8. Approve October 2019 Warrants.
9. Approve September 2019 Financial Statements.
10. Approve Assessment District Distribution #3-19/20.
11. Approve Resolution to Change By-laws Regarding District SAM Representatives.

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

14. Attorney's Report. (Parkin)
15. General Manager's Report. (Duffy)
16. Administrative Staff Report. (Comito)
17. Engineer's Report. (Kennedy Jenks)
18. Future Agenda Items.

ADJOURN REGULAR MEETING

The regular meeting was adjourned at 9:43 p.m.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: November 21, 2019