



## GRANADA COMMUNITY SERVICES DISTRICT

# Minutes BOARD OF DIRECTORS REGULAR MEETING

Thursday, January 21, 2016

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

The Regular Meeting of the Granada Community Services District Board of Directors was called to order at 7:34 p.m.

### **ROLL CALL**

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

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

### **GENERAL PUBLIC PARTICIPATION**

Director Lohman suggested taking note of the information provided in the San Mateo County Controller's Office Property Tax Highlights brochure, which explains how tax dollars collected by the County are spent.

Director Woren announced the upcoming Local Drop-off Recycling event.

Recently hired Sewer Authority Mid-Coastside General Manager Beverli Marshall introduced herself to the board.

### **ACTION AGENDA**

#### **1. Election of 2016 District Board Officers.**

President Woren opened the nominations.

Director Woren nominated Director Clark for Board President.

**ACTION:** The motion was approved by unanimous consent. (Woren/Blanchard).  
Approved 5-0.

President Clark nominated Director Blanchard for Board Vice-President.

**ACTION:** The motion was approved by unanimous consent. (Clark/Lohman).  
Approved 5-0.

The newly elected officers took their positions.

#### **2. Consideration of Variance Application for APN: 048-013-600, Magellan Ave, Miramar, 7,792 sq. ft. in 10,000 sq. ft. zoning district, Owner: Serhiy Kybych.**

Comito reviewed the application and supporting documents in the agenda packet, and introduced the applicants who were present. She also reviewed a detailed parcel map, which provided relevant information on the surrounding contiguous parcels. Counsel Parkin reviewed the findings in the written report, and answered

questions from the Board. He indicated it was necessary for the Board to determine if Findings 4, 6, 7, and 8 could be made.

**ACTION:** Director Woren move to grant the Variance as Findings 4, 6, 7, 8 were met. (Woren/Seaton). Approved 5-0.

**3. Consideration of Park Advisory Committee Work Assignments.**

Comito explained that by agreement the District is to provide County Parks with a prioritized list of community needs by the end of February, and is to complete an inventory of District property and other properties for park uses. She suggested that the Board assign the task to the Committee in order to obtain Committee recommendations at the next meeting. Marlene Finley from County Parks addressed the Board, expressing her desire to start preparing an Implementation Action Plan for the District.

**ACTION:** Director Woren moved to direct the Park Advisory Committee to prepare recommendations on community priority needs and an inventory of District and other property for park uses. (Woren/Lohman). Approved 5-0.

**4. Consideration of Sewer Service Charge Refund to the San Mateo County Harbor District due to consumption errors by the Coastside County Water District.**

Comito explained the Coastside County Water District (CCWD) error dating back to 2003, which she learned of from an article published in the Half Moon Bay Review reporting CCWD refunded \$115,000 overcharged to the Harbor District. Comito confirmed that the error over-stated water consumption data provided to the District by CCWD for calculating sewer service charges. She presented the Board with a spreadsheet detailing the adjustments for eight fiscal years (08/09-15/16). She was not able to provide figures beyond 08/09 due to the use of system flow meters up to 07/08 FY.

**ACTION:** Director Woren moved to approve a sewer service charge refund issued to the Harbor District for fiscal years 08/09 to 15//16 totaling \$52,283.78. (Woren/Lohman). Approved 5-0.

**5. Consideration of Potential Cost Sharing Opportunities among Sewer Authority Mid-Coastside (SAM) Member Agencies.**

Director Seaton requested this Item for discussion as he feels overhead costs of Coastside agencies providing sewer related services are greater than necessary for the population. He suggested a long-term approach aimed at cost sharing if not consolidation. The Board held a discussion.

**ACTION:** Director Woren moved to table the Item indefinitely until Director Seaton is able provide specific line-item expenses with the estimated cost saving calculations he foresees by cost sharing.

Director Lohman stated that historically consolidation of agencies was mostly considered for centralizing services, not cost sharing.

Director Clark stated concern for the amount of labor involved and the expense of adequately researching the idea.

Public Member Judy Taylor addressed the Board stating that SAMCAR's successful consolidation shows overcoming difficulties is possible, and in her opinion, the Board's hesitation to consider cost sharing or consolidation is not a positive mindset.

After additional discussion, Director Woren's motion died for the lack of a second, and President Clark tabled the item.

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

Director Lohman reported on the 12/07/15 SAM meeting and the 01/11/16 Recycled Water Committee meeting.

**CONSENT AGENDA**

- 7. Approval of December 17, 2015 Meeting Minutes.**
- 8. Approval of January 2016 Warrants for \$131,042.63 (checks 6079-6100).**
- 9. Approval of December 2015 Financial Statements.**
- 10. Approval of Assessment District Distribution #4-15/16.**

**ACTION:** Director Woren moved to approve Consent Agenda Items 7, 8, 9 and 10. (Woren/Blanchard). Approved 5-0.

**COMMITTEE REPORTS**

- 11. Report on seminars, conferences, or committee meetings.**

Director Lohman reported on the LAFCo meeting he attended.

**INFORMATION CALENDAR**

- 12. Attorney's Report.**

Nothing to report.

- 13. General Manager's Report.**

Duffy provided an update on the Mirada Road erosion. This situation is being monitored by the District.

- 14. Administrative Staff Report.**

Comito had nothing further to report beyond the written report provided.

- 15. Engineer's Report.**

Duffy reviewed the written report provided by the District Engineer.

**ADJOURN REGULAR MEETING**

The meeting was adjourned at 9:50 p.m.

SUBMITTED BY:

APPROVED BY:

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Delia Comito, Secretary

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Chuck Duffy, General Manager

Date Approved by Board: February 18, 2016