



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS October 21, 2021

THIS MEETING WAS HELD VIA TELE-CONFERENCE AS
PERMITTED BY STATE EXECUTIVE ORDER N-08-21.

CALL SPECIAL MEETING TO ORDER

The Special Meeting was called to order at 6:33 pm.

ROLL CALL

President Matthew Clark, Vice President Eric Suchomel, Director Barbara Dye, Director Nancy Marsh, and Director David Seaton.

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

GENERAL PUBLIC PARTICIPATION

Public members may comment on matters under the jurisdiction of the District that are not on the agenda. Comments are limited to 3 minutes.

SPECIAL MEETING AGENDA

- 1. Approve a Resolution Proclaiming a Local Emergency Persists, Ratifying the Proclamation of a State of Emergency Issued on March 4, 2020, and Authorizing Remote Teleconference Meetings of the Legislative Bodies of the Granada Community Services District for a Period of 30 Days Pursuant to the Brown Act.**

ACTION: Director Dye moved to approve the Resolution as presented.
(Dye/Suchomel). Approved 5-0.

ADJOURN TO CLOSED SESSION

- 2. Conference with Real Property Negotiator (Government Code Section 54956.8).** Property: Avenue Alhambra (no street address), El Granada, California, APN 047-251-070.
District's Negotiator: Chuck Duffy
Negotiating parties: Laura Silvestri Trust and Granada Community Services District
Under negotiation: Instruction to negotiator will concern price and terms of payment.
- 3. 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.

4. Conference with Legal Counsel – Anticipated Litigation

Significant exposure to litigation pursuant to Government Code Section §54956.9(d)(2) (One Case)

RECONVENE TO OPEN SESSION

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 7:34 p.m.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

REGULAR MEETING AGENDA

1. Report on Parks and Recreation Activities.

Director Dye reported on the Jr. Land Stewardship program funded by the District, and showed pictures of the children during their activities. The program has been well received. Director Marsh reported that the PAC applicant interviews were being conducted, and that improvements had been made to the District parks webpage. PAC Chair Tierney reported on the success of the most recent movie night, and he reviewed the draft PAC task list for 2022.

2. Consideration of Civil Engineering Contract with BKF Engineers for Burnham Park.

The board discussed the

ACTION: Director Dye moved to approve the contract with BKF Engineers. (Dye/Marsh). Approved 5-0.

3. Discussion of SAM Treatment Plant Process Issues and Non-Domestic Source Control Program.

The General Manager provided a review of the issues at the SAM treatment plant which have occurred over the past year, as well as a spreadsheet listing the plant's influent and effluent BOD (biochemical oxygen demand) data for the past year. The data showed that the BOD levels coming into the plant were elevated for a period of two weeks in late October and early November 2020, and the plant could not process the increased BOD which led to exceedances of its permitted effluent BOD limits. The plant generally ran well for the next six months until the newly retrofitted aeration basin #3 was put online in June, after which the plant experienced exceedances in TSS (total suspended solids) and BOD due to the growth of filamentous bugs in the basin. The staff report stated, and the board concurred, that instituting a Non-Domestic Source Control Program is a prudent best practices measure for a sewer treatment and collections system.

4. Report on Sewer Authority Mid-Coastside Meetings.

Directors Dye and Clark reported that the SAM AR Aging Report problem that erroneously listed GCSD owing \$27,994 to SAM has finally been corrected. The board thanked Delia for her hard work in resolving the issue, and for the cooperation by the SAM financial staff.

CONSENT AGENDA

5. September 16, 2021 Special and Regular Meeting Minutes.

6. October 2021 Warrants.

7. August 2021 Financial Statements.

8. Quarterly LAIF Investment Report

9. Assessment District Distribution #3-21/22.

ACTION: Director Dye moved to approve the Consent Agenda. (Dye/Suchomel).

Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

11. Attorney's Report. (Parkin)

12. General Manager's Report. (Duffy)

13. Administrative Staff Report. (Comito)

14. Engineer's Report. (Kennedy Jenks)

15. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:10 p.m.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: November 18, 2021