



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES **BOARD OF DIRECTORS** **REGULAR MEETING at 7:00 p.m.**

April 18, 2024

This meeting was held in person and via Zoom.

CALL REGULAR MEETING TO ORDER

The Regular Meeting as called to order at 7:01 p.m.

ROLL CALL

President Nancy Marsh, Director Matthew Clark, and Director Jen Randle. Director Barbara Dye participated via teleconference from 1076 Columbus Street, El Granada, and Director Jill Grant participated via teleconference from 128 Coronado St., El Granada, pursuant to Government Code Section 54953(b).

Staff: General Manager Chuck Duffy, Assistant General Manager Hope Atmore, and District Counsel William Parkin.

GENERAL PUBLIC PARTICIPATION

Virginia Chang Kiraly thanked the GCSO Board for supporting her as one of two Special District Representatives to LAFCO. Ms. Kiraly stated that many Coastsides Special Districts will undergo Municipal Service Reviews (MSR) in the coming years.

Sandi Winter, Executive Director of Senior Coastsiders, gave an overview of the Age Friendly Half Moon Bay Coastsides Group.

REGULAR MEETING AGENDA

1. Parks and Recreation Activities.

- a. Report on Granada Community Park and Recreation Center – Project Manager Ray Razavi gave an overview of previous discussions with San Mateo County Planning Department staff as well as San Mateo County Resource Conservation District. Mr. Razavi stated that the project team intends to release the IS/MND in early May for public review. Mr. Razavi clarified that the Board will see the Draft IS/MND at the same time the documents are released for public review and comment. Mr. Razavi stated that notice of the IS/MND would be published in a local newspaper and will be available on the District website. Director Dye reiterated that the notice should be published in the San Mateo Daily Journal. Michelle Dragony commented on the upcoming CalTrans project and the removal of parking along the highway being proposed by that project.

b. Report on planned Recreation Program Events – Ms. Atmore gave updates on recent events including the Egg Hunt, Dog Costume Contest, and Harbor Walk, as well as upcoming events including the Recology Recycling Day, Earth Day Event and Nature Walk.

2. Draft Sewer Authority Mid-Coastside General Budget for Fiscal Year 2024/25.

Mr. Duffy explained that the SAM Board approved the SAM budget for circulation to the member agencies, and that the budget shows an operations increase of approximately 15%. He went on to emphasize that past SAM budgets hovered around \$3.1 million as recently as 2017 and that they are now around \$6.3M, showing a significant increase over 7 years. Director Dye reported that the finance committee reviewed the budget and highlighted a need for more accurate budgeting based on previous year's increases. Director Marsh noted that the budgeted amount for legal services was the not to exceed amount as opposed to being based on historical actual amounts. She stated that in future years, SAM should use realistic numbers based on prior year's actual spending since the budget serves as an invoice to member agencies. Director Clark pointed out that the personnel subtotal, and almost all items, were increasing beyond inflation.

ACTION: Director Randle moved to approve the SAM Draft General Budget for Fiscal Year 2024/25. (Randle/Marsh). Approved 5-0.

3. Draft Sewer Authority Mid-Coastside Contract Collection Services Budget for Fiscal Year 2024/25.

Mr. Duffy explained that the Collections Budget is a totally separate budget that remains somewhat steady from year to year at around \$600,000 and covers the four man crew out in the field. He went on to explain that unlike the general budget, the amounts paid are not based on flow and that some unused monies collected from GCSD will actually carry over to next year's budget as a credit. Mr. Duffy commended the work and communications of the collections crew.

ACTION: Director Clark moved to approve the SAM Collection Services Budget for Fiscal Year 2024/25. (Clark/Randle). Approved 5-0.

4. Engineer's Report. Director Clark asked for clarification on the 6 Year CIP Project delay. Mr. Duffy explained that this would be the third phase of the 6 Year CIP but that because of upcoming costs associated with the SAM IPS, the project will be delayed a year. He went on to note that the District has done a good job replacing pipes and that waiting a year will not pose any issues.

5. Report on Sewer Authority Mid-Coastside Meetings. Directors Clark and Dye stated that everything had been covered during the budget discussion.

CONSENT AGENDA

6. March 21 Regular Meeting Minutes.

7. April 2024 Warrants.

8. February 2024 Financial Statements.

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

10. Attorney's Report. (Parkin)

11. General Manager's Report. (Duffy)

12. Administrative Staff Report. (Atmore)

13. Future Agenda Items.

Director Grant suggested that RCD be invited to do a presentation and update on the Vegetation Management Plan for a future meeting. She also requested that Recology come for an update.

ADJOURN REGULAR MEETING

The meeting was adjourned at 8:07 p.m.

ATTEST:

Hope Atmore, Board Secretary

Date Approved by the Board: June 20, 2024.