



GRANADA SANITARY DISTRICT  
OF SAN MATEO COUNTY

**MINUTES**  
**BOARD OF DIRECTORS**  
**SPECIAL & REGULAR MEETINGS**  
**February 21, 2013**

**CALL SPECIAL MEETING TO ORDER**

The Special Meeting of the Granada Sanitary District Board of Directors was called to order at 6:37 p.m.

**ROLL CALL**

President Leonard Woren, Vice President Matthew Clark, Secretary Ron Fenech Sr., Treasurer Gael Erickson, and Director Ric Lohman.

Staff: General Manager Chuck Duffy, District Counsel Jonathan Wittwer, and District Administrator Delia Comito (Regular Meeting only).

**GENERAL PUBLIC PARTICIPATION**

None.

**SPECIAL AGENDA**

**1. Report on Meeting with LAFCo Staff Regarding Proposed Reorganization into a Community Services District.**

The General Manager provided a report on a meeting attended by District Counsel and San Mateo LAFCo Executive Officer Martha Poyatos.

**ADJOURN TO CLOSED SESSION**

**1. Conference with Legal Counsel – Existing Litigation (Gov. Code Section §54956.9(d)(1)).**

**Granada Sanitary District v. County of San Mateo (RPI Big Wave et al.) - San Mateo Superior Court Case No. CIV505222**

**2. Conference with Legal Counsel – Existing Litigation (Gov. Code Section §54956.9(d)(1)).**

**Granada Sanitary District Appeal of Big Wave Project to California Coastal Commission – Coastal Commission Appeal No. A-2-SMC-11-021**

**3. Conference with Legal Counsel – Initiation of Litigation (Gov. Code Section §54956.95(d)(4)). (One potential case).**

**4. Conference with Legal Counsel – Significant Exposure to Litigation (Gov. Code Section 54956.9(b)(2)). (One potential 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 of the Granada Sanitary District Board of Directors was called to order at 7:43 p.m.

### **GENERAL PUBLIC PARTICIPATION**

None.

### **REGULAR AGENDA**

**1. Consideration of Variance Application: Craig Freeman, for APN 047-022-060, 988 California Ave., Princeton, 4,505 Sq. Ft. Parcel.**

**ACTION:** Director Lohman moved to approve the Variance based on a determination that all required findings had been met. (Lohman/Clark).  
Approved 5-0.

**2. Consideration of Ordinance to Repeal Ordinance No. 157 Prohibiting the Acceptance and/or Processing and/or Approval of Applications for Sewer Connection Permits for Residential Uses in the Community Open Space and Conservation District.**

**ACTION:** Director Clark moved to approve Ordinance No. 165, which repeals Ordinance No. 157. (Clark/Lohman). Approved 5-0.

**3. Consideration of Independent Contractor Agreement for Wittwer & Parkin, LLP as District General Counsel.**

**ACTION:** Director Lohman moved to approve the Agreement for District General Counsel. (Lohman/Erickson). Approved 5-0.

**4. Consideration of LAFCo Application for Potential Reorganization into a Community Services District with Parks and Recreation Powers.**

General Manager Chuck Duffy discussed his meeting with LAFCo Executive Director Martha Poyatos, and updated the Board on the status of the remaining issues to be addressed in preparation of submitting the application for reorganization. Ms. Poyatos will be preparing a timeline for the application process, which will be provided to the Board. Staff also reported that LAFCo discussed amending the proposed district boundary to exclude several large parcels of land north of the urban/rural boundary.

**5. Consideration of Report and Future Issues by District's Sewer Authority Mid-Coastside Representatives.**

Director Lohman reported on the SAM budget meeting, stating that the reserve policy was still unresolved. Director Woren reported on the regular meeting, indicating that the City of Half Moon Bay would not have to pay the costs for the WWFMP dedication ceremony.

### CONSENT AGENDA

Director Lohman requested that Item 10 be held for discussion.

6. Approval of Meeting Minutes for January 17, 2013.
7. Approval of February 2013 Warrants for \$193,628.84 (Checks 4965-5004).
8. Approval of January 2013 Financial Statements.
9. Approval of Assessment District Distribution #7-12/13 for \$5,023.50.  
**ACTION:** Director Lohman moved to approve Consent Agenda Items 6, 7, 8, and 9. (Lohman/Clark). Approved 5-0.

10. Approval of Disbanding Committees.  
Director Lohman expressed some concern about disbanding all committees. The General Manager explained that this was suggested by Counsel to ensure that all committees were truly ad hoc committees in compliance with the Brown Act.  
**ACTION:** Director Lohman moved to approve Item 10. (Lohman/Clark).  
Approved 5-0.

### COMMITTEE REPORTS

11. Report on seminars, conferences, or committee meetings.  
Director Lohman reported on the local chapter CSDA meeting where he gave a brief review of the District's intent to reorganize into a CSD. Director Woren reported on the upcoming LAFCo Highlands Recreation District municipal services review.

### INFORMATION CALENDAR

12. Attorney's Report. (Wittwer)
13. Treasurer's Report. (Erickson)
14. General Manager's Report. (Duffy)
15. Administrator's Report. (Comito)
16. Engineer's Report. (Kennedy Jenks)

### ADJOURN REGULAR MEETING

The meeting was adjourned at 9:15 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Ron Fenech Sr., Secretary

Date Approved: March 21, 2013