



GRANADA SANITARY DISTRICT
OF SAN MATEO COUNTY

MINUTES
BOARD OF DIRECTORS
SPECIAL MEETING

December 12, 2013

CALL SPECIAL MEETING TO ORDER

The Special Meeting of the Granada Sanitary District Board of Directors was called to order at 6:30 p.m.

ROLL CALL

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

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

GENERAL PUBLIC PARTICIPATION

None.

SPECIAL AGENDA CLOSED SESSION

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 §54956.9(d)(4)). (One potential case).

RECONVENE TO OPEN SESSION

There was no reportable action taken in the Closed Session.

SPECIAL AGENDA OPEN SESSION

The open session of the meeting was called to order at 7:30 p.m.

GENERAL PUBLIC PARTICIPATION

None.

ACTION AGENDA

- 1. Presentation of Certificates of Election and Administration of the Oath of Office to Elected Board Members by the Honorable Supervisor Don Horsley.**
County Supervisor Horsley presented a Certification of Election and administered the Oath of Office to Directors Lohman, Seaton, and Woren, elected in the Consolidated Municipal, School and Special District Elections of November 5, 2013.
- 2. Election of 2014 District Board Officers.**
President Woren opened the nominations.
Director Woren nominated Director Clark for Board President.
ACTION: The motion was approved by unanimous consent. (Lohman/Blanchard). Approved 5-0.
President Clark nominated Director Woren for Board Vice-President.
ACTION: The motion was approved by unanimous consent. (Lohman/Blanchard). Approved 5-0.
Director Lohman nominated Director Blanchard for Board Secretary.
ACTION: The motion was approved by unanimous consent. (Lohman/Woren). Approved 5-0.
Director Lohman nominated Director Seaton for Board Treasurer.
ACTION: The motion was approved by unanimous consent. (Woren/Blanchard). Approved 5-0.
- 3. Consideration of Resolution Appointing Representatives and Alternate to the Sewer Authority Mid-Coastside Board of Directors.**
ACTION: Director Woren moved to adopt a resolution appointing himself and Director Lohman as the SAM Representatives and Director Clark as the alternate. (Res. 2013-011). (Woren/ Blanchard). Approved 5-0.
- 4. Consideration of Appointing Representative to the Local Chapter California Special Districts Association.**
ACTION: Director Woren moved to appoint Director Lohman as the District Representative for the Local Chapter CSDA. (Woren/ Blanchard). Approved 5-0.
- 5. Consideration of Appointing Alternate(s) to the LAFCo Independent Selection Committee.**
ACTION: Director Woren moved to appoint Director Lohman as the District's Alternate to the LAFCo Independent Selection Committee Representative for the Local Chapter CSDA. (Woren/ Blanchard). Approved 5-0.
- 6. Consideration of LAFCo Application for Potential Reorganization into a Community Services District with Parks and Recreation Powers:**
 - a. Report from General Manager on status of Application to LAFCo,**

b. Consideration of Memorandum of Understanding with Resource Conservation District, and

ACTION: Director Woren moved to adopt the MOU as presented. (Woren/Lohman). Approved 5-0.

c. Further directions to General Manager necessary or convenient to the processing to completion of the Granada Sanitary District Reorganization Project (including execution of any related agreements).

Board President Clark appointed Directors Lohman and Blanchard to an ad hoc committee to discuss potential future consolidation issues with MWSD.

7. Consideration of Report and Ongoing Issues by District’s Sewer Authority Mid-Coastside Representatives.

The SAM representatives reported that the SAM 5 year CIP plan is in the process of being revised. The General Manager provided a report on the agency managers meeting.

CONSENT AGENDA

- 8. **Approval of Special & Regular Meeting Minutes for October 17, 2013.**
- 9. **Approval of Special & Regular Meeting Minutes for November 21, 2013.**
- 10. **Approval of December 2013 Warrants for \$135,437.11 (Checks 5297-5326).**
- 11. **Approval of November 2013 Financial Statements.**
- 12. **Approval of Assessment District Distribution #5-13/14 for \$8,914.17**

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

COMMITTEE REPORTS

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

Director Woren reported that the Midcoast Community Council recently seated seven new members.

INFORMATION CALENDAR

- 14. **Attorney’s Report** – No further report.
- 15. **Treasurer’s Report.** – No further report.
- 16. **General Manager’s Report.** – No further report.
- 17. **Administrator’s Report.** – No further report.
- 18. **Engineer’s Report.** – No further report.

ADJOURN REGULAR MEETING

The special meeting was adjourned at 9:20 p.m.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Jim Blanchard, Secretary

Date Approved: January 16, 2014