



GRANADA SANITARY DISTRICT  
OF SAN MATEO COUNTY

**MINUTES**  
**BOARD OF DIRECTORS**  
**SPECIAL & REGULAR MEETINGS**

Thursday, July 17, 2014

**CALL SPECIAL MEETING TO ORDER**

The Special Meeting of the Granada Sanitary District Board of Directors was called to order at 6:35 p.m.

**ROLL CALL**

President Matthew Clark, Vice President Leonard Woren, Secretary Jim Blanchard, Treasurer David Seaton, 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.

**ADJOURN TO CLOSED SESSION**

**1. Conference with Real Property Negotiator, Chuck Duffy (Government Code Section 54956.8).**

Negotiating parties: Working Dirt, LLC (New Building Owner and Landlord) and Granada Sanitary District

Property under negotiation: District Offices and Building at 504 Avenue Alhambra, 3rd Floor, El Granada, California

**2. 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

**3. 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

**RECONVENE TO OPEN SESSION**

The Closed Session was adjourned to the end of the Regular Meeting.

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

The Regular Meeting of the Granada Sanitary District Board of Directors was called to order at 7:42 p.m.

### **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

Director Woren announced the upcoming Special Item Recycling Drop-off Day.

### **REGULAR AGENDA**

**1. PUBLIC HEARING: Consideration of a Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorizing the Collection of Said Charges on the 2014/15 FY San Mateo County Tax Roll.**

The General Manager summarized the report provided, which lists the amount and charge for each parcel to be levied and collected on the 2014/15 tax roll. President Clark opened the public hearing. There were no public members present to object or protest the Report. The District Administrator reported that the District had not received any written objections or protests to the report, and confirmed that the public hearing was duly noticed as required by District Code and state law. President Clark closed the public hearing.

**ACTION:** Director Woren moved to adopt the Sewer Service Charge and Delinquent Garbage Account Charge Reports for submission to the County for placement on the 2014/14 tax roll and the respective Resolution (Res. No. 2014-007). (Woren/Lohman). Approved 5-0.

**2. Consideration of Response to Grand Jury Report Regarding District Website.**

The General Manager summarized the item tabled from the previous board meeting, and provided a review of the letter drafted in response to the Grand Jury.

**ACTION:** Director Woren moved to approve the draft response letter to the San Mateo County Grand Jury as presented. (Woren/Lohman). Approved 5-0.

**3. Consideration of California Special District Association 2014 Board Elections Candidates.**

**ACTION:** Director Woren moved to submit the ballot voting for candidate Kathryn Slater-Carter. (Woren/Lohman). Approved 5-0.

**4. Consideration of the District's Reorganization into a Community Services District with the Addition of Park and Recreation Powers.**

The General Manager advised the Board that a boundary survey would need to be done as required by LAFCo. The Board held a short discussion regarding what will need to be addressed in October when the CSD formation process is complete.

5. **Consideration of Assessment District Administrative Budget and Cost Recovery Levy for Fiscal Year 2014/15.**  
**ACTION:** Director Lohman moved to approve the Assessment District Levy as presented. (Lohman/Woren). Approved 5-0.
6. **Consideration of Report and Ongoing Issues by District's Sewer Authority Mid-Coastside Representatives.**

### **CONSENT AGENDA**

Director Woren requested Consent Agenda Item 7 be held for discussion.

8. **Approval of July 2014 Warrants for \$178,997.25 (Checks 5421-5557).**
9. **Approval of June 2014 Financial Statements.**
10. **Approval of Assessment District Distribution #12-13/14 for \$3,721.40**  
**ACTION:** Director Woren moved to approve Consent Agenda Items 8, 9 and 10. (Woren/Lohman). Approved 5-0.
7. **Approval of Special and Regular Meeting Minutes for June 19, 2014.**  
Director Woren requested correction to Action Agenda Item 2, to state: "LAFCo will record a Certificate of Completion on the passage of Measure G..." in place of "LAFCO will certify the passage of Measure G...".  
**ACTION:** Director Woren moved to approve Consent Agenda Item 7 as amended above. (Woren/Lohman). Approved 5-0.

### **COMMITTEE REPORTS**

11. **Report on seminars, conferences, or committee meetings.**  
Directors Lohman and Woren reported on the June 23, 2014 SAM meeting, and Director Lohman reported on the July 16, 2014 LAFCo meeting.

### **INFORMATION CALENDAR**

12. **Attorney's Report.** None
13. **Treasurer's Report.** None.
14. **General Manager's Report.** None.
15. **Administrator's Report.** A written report for the period of 6/14 to 7/11/14 was provided in the agenda packet.
16. **Engineer's Report.** A written report provided by the Engineer was reviewed by the General Manager.

### **ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 8:38 p.m.

### **ADJOURN TO CLOSED SESSION**

### **RECONVENE TO OPEN SESSION**

There was no reportable action taken in the Closed Session.

**ADJOURN SPECIAL MEETING**

The regular meeting was adjourned at 9:07 p.m.

SUBMITTED BY:

APPROVED BY:

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Chuck Duffy, General Manager

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Jim Blanchard, Secretary

Date Approved: August 21, 2014