



## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

September 20, 2018

### **CALL SPECIAL MEETING TO ORDER**

The special meeting was called to order at 6:30 p.m.

### **ROLL CALL**

President Leonard Woren, Vice President Barbara Dye, Director Jim Blanchard, and Director David Seaton. Director Matthew Clark was absent.

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

### **GENERAL PUBLIC PARTICIPATION**

### **ADJOURN TO CLOSED SESSION**

#### **1. Conference with Legal Counsel – Existing Litigation (Gov. 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.

#### **2. Conference Involving A Joint Powers Agency – Sewer Authority Mid-Coastside (Government Code Section 54956.96):**

**CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION  
Pursuant to Paragraph (2) or (3) of Subdivision (d) of Government Code  
Section 54956.9 (Two potential cases – circumstances need not be  
disclosed pursuant to paragraph (1) of subdivision (e) of Government Code  
Section 54956.9)**

Granada Community Services District representatives on SAM joint powers agency board: Jim Blanchard, Chair, and Leonard Woren, Director.

### **RECONVENE TO OPEN SESSION**

There was no reportable action taken in Closed Session.

### **ADJOURN SPECIAL MEETING**

## **CALL REGULAR MEETING TO ORDER AT 7:43 p.m.**

### **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

Ms. Comito announced that there was a vacancy on the Parks Advisory Committee.

### **ACTION AGENDA**

#### **1. PUBLIC HEARING: Consideration to Adopt Ordinance to Increase Compensation to Board Members for Attendance at the Meetings of the Board of Directors.**

Mr. Duffy stated that the item was requested by Director Woren, as the District's director's compensation of \$145 per meeting had not been increased since 2002. District Counsel's memo stated that the amount could be increased up to \$261 per meeting. Director Woren said that he was hoping to enable more interested persons to serve on the board by having a reasonable compensation rate. Directors Dye and Seaton were generally opposed to any increase.

President Woren opened the public hearing. No comments from the public were received. President Woren closed the public hearing.

**ACTION:** Director Blanchard moved to table the item until a date uncertain. (Blanchard/Dye). Approved 4-0.

#### **2. Consideration of Parks Advisory Committee Recommended Parks and Recreation Priority Needs List for FY 2018/19.**

Ms. Comito explained that the PAC had updated their recommended priority needs list at their September 11, 2018 meeting, and was being presented now for Board approval. PAC Chair Pat Tierney said that completed tasks were removed, new ones added, and all were re-prioritized. The Board held a discussion as follows:

- Counsel recommended removing "Priority #11-Work with San Mateo County to prepare a Tree Policy for the Medians". The medians are still the responsibility of the County.
- Director Woren requested that staff write letter to SAM regarding use of the old equipment room at the pump station for a public restroom.
- Director Dye asked for a parks budget accounting, which the General Manager will present at a future meeting.
- Director Seaton would like to discuss the timing of Items 9-12 and raised a question regarding the status of the County pump track plan at Quarry Park. Resident Dave Olsen stated that the Quarry Park plan was on hold.
- Fran Pollard suggested looking at additional district staff for parks.
- Director Seaton suggested looking at Section 1720.4 of the Labor Code and establishing a 501(c)(3) regarding volunteers.
- El Granada resident Debra Gerardi offered her services to facilitate meetings and to volunteer to help in anyway.

The Board asked PAC to add a cost estimate for each item, including estimated staffing, and whether it was a short-term or long-term priority, and to bring it back to the Board.

**3. Consideration of District Newsletter.**

Mr. Duffy reported that PAC had provided the newsletter included in the packet. The Board thanked PAC Member Nancy Marsh for drafting the newsletter, and for providing the summary of the Burnham Strip event results.

**4. Consideration of District's Sewer Authority Mid-Coastside Report.**

Directors Blanchard and Woren reported on the September 10 SAM meeting. There was a long and detailed discussion at the SAM meeting concerning the substantially late FYE June 30, 2017 SAM audit, which was technically due by June 30, 2018. SAM staff and the auditor reported that they had multiple issues regarding internal bookkeeping and financial procedures which delayed approval of the audit, which also affects the timing of SAM member agency audits. The audit was not approved by the SAM Board. Also discussed was the easement issue with the SAM Wet Weather Flow management Project.

**CONSENT AGENDA**

- 5. Approval of August 16, 2018 Meeting Minutes.**
- 6. Approval of August 30, 2018 Meeting Minutes.**
- 7. Approval of September 2018 Warrants.**
- 8. Approval of July 2018 Financial Statements.**
- 9. Approval of Assessment District Distribution #3-18/19.**

**ACTION:** Director Blanchard moved to approved the Consent Agenda. (Blanchard/Dye). Approved 4-0.

**COMMITTEE REPORTS**

- 10. Report on seminars, conferences, or committee meetings.**
- 11. Report on Parks Advisory Committee.**

**INFORMATION CALENDAR**

- 12. Attorney's Report. (Parkin)**
- 13. General Manager's Report. (Duffy)**
- 14. Administrative Staff Report. (Comito)**
- 15. Engineer's Report. (Kennedy Jenks)**
- 16. Future Agenda Items.**

**ADJOURN REGULAR MEETING**

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

SUBMITTED BY:

ATTEST:

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Delia Comito, Secretary

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Chuck Duffy, General Manager

Date Approved by Board: October 18, 2018