



# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

May 16, 2019

## **CALL SPECIAL MEETING TO ORDER**

The Special Meeting was called to order at 6:34 p.m.

## **ROLL CALL**

President Matthew Clark, Vice President Barbara Dye, Director Jim Blanchard, Director David Seaton, and Director Eric Suchomel.

Staff: General Manager Chuck Duffy, Assistant General Manager Delia Comito (Regular Meeting only), and District Counsel Bill Parkin.

## **GENERAL PUBLIC PARTICIPATION**

El Granada residents Dan Haggerty and Leni Schultz individually addressed the Board to express their disappointment regarding the sale of the vacant lot next to the Post Office by the Fire District to the Harbor District.

## **ADJOURN TO CLOSED SESSION**

### **1. Conference with Real Property Negotiator (Government Code Section 54956.8).**

District's Negotiator: Chuck Duffy.

Negotiating parties: Half Moon Bay Fire Protection District and Granada Community Services District.

Property under negotiation: Vacant Land with no address located at Obispo Road and Avenue Portola, El Granada, California. (Parcel "A", APN 047-261-030)

Under negotiation: Instruction to negotiator will concern price and terms.

### **2. 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.

### **3. CONFERENCE WITH GENERAL COUNSEL—ANTICIPATED LITIGATION**

Initiation of litigation pursuant to paragraph 4 of subdivision (d) of Government Code Section 54956.9 (one potential case)

## **RECONVENE TO OPEN SESSION**

There was no reportable action in the Closed Session.

## **ADJOURN SPECIAL MEETING**

## **CALL REGULAR MEETING TO ORDER**

The regular meeting was called to order at 7:35 p.m.

## **ROLL CALL**

### **GENERAL PUBLIC PARTICIPATION**

Residents Dan Haggerty, Fran Pollard, and Leonard Woren all spoke to express their disappointment regarding the sale of the vacant lot next to the Post Office by the Fire District to the Harbor District. Jennifer Ball-Hernandez said that 371 Princeton currently houses a gym and may be put on the market. She thought that the District might be interested in the property.

### **SPECIAL ORDER OF BUSINESS**

#### **Presentation of Certificate of Appreciation to Jonathan Wittwer for His Service to the District.**

District staff and current Board Members expressed their appreciation to Mr. Wittwer for serving as legal counsel for the District for the past 19 years. President Clark presented the retiring Mr. Wittwer with a framed and signed certificate from staff and the board. Resident Leni Schultz and former board members Ric Lohman, Fran Pollard, and Leonard Woren also spoke praising Mr. Wittwer's service to the district.

### **ACTION AGENDA**

#### **1. Consideration of Resolution to Refund Permit Fees to Jeffrey Matthews for APN 048-033-110, and Associated Restrictive Grant Deed.**

**ACTION:** Director Dye moved to approve the Resolution Approving Repurchase of ERU's and Refund of Assessment Reduction Fees for APN 048-033-110 (Matthews) and the associated Restrictive Grant Deed. (Dye/Suchomel).  
Approved 5-0.

#### **2. Consideration to Approve Class 3 Mainline Extension Permit To Serve APN 048-032-070 on Cortez Avenue, Miramar, Owners: Irfan and Moin.**

**ACTION:** Director Blanchard moved to approve the Class 3 Mainline Extension Permit. (Blanchard/Seaton). Approved 5-0.

#### **3. Consideration of Relocating Skate Ramp on the Caltrans Right-of-Way to the District's Burnham Strip Parcel.**

The District has been informed that the skate ramp located in the Caltrans right-of-way along Highway 1 was soon to be red-tagged and removed unless it was relocated. A large number of people attended the meeting to support moving the ramp onto the District's property. Steve Hawk, Matt Allen, Terry Gardner and Tim West all spoke in favor of moving the ramp. The Board held a discussion regarding the legal implications and liability issues associated with moving the skate ramp on to District property. The Board expressed general support for moving the ramp as long as the aforementioned issue could be resolved. Staff will research these issues and bring the item back at the next meeting.

**ACTION:** Director Seaton moved that the District provide short term support for locating the ramp on district property contingent on resolving potential liability

and insurance issues, support for a longer term skate park solution, and provide some funding for the skate ramp. (Seaton/Blanchard).  
Approved 5-0.

Resident Leni Schultz read a section from the Coastal Act regarding “*View Corridor*” protection. Resident Fran Pollard suggested that a Board committee should choose a location for the ramp/park.

**4. Consideration of Hiring a Part Time Staff Person to Provide Support for the District’s Parks and Recreation Services.**

Director Dye thanked PAC Chair Nancy Marsh for drafting the description for the part-time position for a parks and recreation coordinator.

**ACTION:** Director Dye moved to circulate an ad for the position as soon as possible. (Dye/Blanchard). Approved 5-0.

The Board President moved Item 14 to next on the Agenda.

**14. Report on Parks Advisory Committee.**

Nancy Marsh reported on the Summer Recreation classes held. Director Seaton suggested posting the events on Facebook. Director Dye reported on a meeting she had with a Cabrillo Unified School Board Member, and Fran Pollard reported on a meeting with Director Dye and Supervisor Don Horsley, where they discussed the proposed bike pump track in Quarry Park.

**5. Consideration of Draft Sewer Authority Mid-Coastside Fiscal Year 2019/20 Contract Collections Budget and Associated Resolution.**

This Item was table to the next meeting.

**6. Consideration of Draft Granada Community Services District Fiscal Year 2019/20 Budget.**

The General Manager reviewed the items in the draft budget, noting that the increase in costs are due primarily to the cost increases at the Sewer Authority Mid-Coastside JPA. The Board held a general discussion on the budget. Staff will bring the budget back to the next meeting for final approval.

**7. Consideration of Sewer Authority Mid-Coastside Report.**

**CONSENT AGENDA**

**8. Approve April 18, 2019 Meeting Minutes.**

**9. Approve May 2019 Warrants.**

**10. Approve April 2019 Financial Statements.**

**11. Approve Assessment District Distribution #11-18/19.**

**12. Approve Dedication of Class 3 Mainline Extension to Serve APN: 048-121-100, 2782, Pullman Avenue, Half Moon Bay.**

**ACTION:** Approved by unanimous consent. Approved 5-0.

**COMMITTEE REPORTS**

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

**Urgency Item: Consideration to Approve Two Resolutions Authorizing Access to State and Federal Level Summary Criminal History.**

Staff requested that an Urgency Item be placed on the agenda to approve two resolutions necessary to allow several of the summer recreation programs to proceed. The District is required to be certified as an authorized agency to process the fingerprinting and background clearances required for summer recreation program instructors working with minors.

**ACTION:** Director Dye moved to find that the Urgency Item came to the attention of the District Board subsequent to the posting of the agenda, and that it requires action before the next regular board meeting. (Dye/Blanchard) Approved 5-0.

**ACTION:** Director Dye moved to approve the two resolutions. (Suchomel/Blanchard) Approved 5-0.

**INFORMATION CALENDAR**

- 15. Attorney's Report. (Parkin)
- 16. General Manager's Report. (Duffy)
- 17. Administrative Staff Report. (Comito)
- 18. Engineer's Report. (Kennedy Jenks)
- 19. Future Agenda Items.

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 9:45 p.m.

ATTEST:

SUBMITTED BY:

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Delia Comito, Board Secretary

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Chuck Duffy, General Manager

Date Approved by Board: June 20, 2019