



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES

BOARD OF DIRECTORS

SPECIAL MEETING at 7:00 p.m.

REGULAR MEETING at 7:30 p.m.

November 18, 2021

THIS MEETING WAS HELD VIA TELE-CONFERENCE AS PERMITTED BY STATE EXECUTIVE ORDER N-08-21.

CALL SPECIAL MEETING TO ORDER

The Special Meeting was called to order at 7:02 pm.

ROLL CALL

President Matthew Clark, Vice President Eric Suchomel, Director Barbara Dye, Director Nancy Marsh, and Director David Seaton.

Staff: General Manager Chuck Duffy and Assistant General Manager Delia Comito.
District Counsel Bill Parkin was out of town.

GENERAL PUBLIC PARTICIPATION

Public member Martin Smith spoke in support of a disc golf course in Quarry Park.

ADJOURN TO CLOSED SESSION

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

Property: Avenue Alhambra (no street address), El Granada, California, APN 047-251-070.

District's Negotiator: Chuck Duffy

Negotiating parties: Laura Silvestri Trust and Granada Community Services District

Under negotiation: Instruction to negotiator will concern price and terms of payment

RECONVENE TO OPEN SESSION

There was no reportable action taken in Closed Session.

ADJOURN SPECIAL MEETING

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:32 pm.

ROLL CALL

GENERAL PUBLIC PARTICIPATION

None.

REGULAR MEETING AGENDA

1. Report on the Status of the Quarry Park Bike Pump Track by Nicholas Calderon of San Mateo County Parks.

Mr. Calderon reported that the project was fully designed, permitted and ready to go out for bid, but was delayed due to fire risk management, which involved removing trees located near the track site. They hope to break ground in mid-April. He indicated that ten parking spaces were to be added to the existing lot as a mitigation measure. The Board thanked Mr. Calderon for his report, and he expressed that he's looking forward to partnering with GCSD.

2. Consideration of Variance for APN 048-013-790, Cortez Avenue, 7,446 Sq. Ft. Parcel in a 10,000 Sq. Ft. Zoning District, Owner: Carey.

The findings report provided in the packet and prepared by District Counsel indicated that all findings could be met to grant the variance.

ACTION: Director Dye moved to approve the variance for APN 048-013-790, as all findings were met. (Dye/Marsh). Approved 5-0.

3. Consideration of a Class 2M Sewer Connection Permit for APN 047-204-020, 516 Avenue Alhambra, Owner: Clonea, LLC.

Ms. Comito read the staff report and indicated that District policy requires board approval for permits needing more than two ERU's of capacity, and that this project requires five ERU's. She said that the County approved the Use Permit, CDP and CoC, and recommended Board approval.

ACTION: Director Dye moved to approve the Class 2M sewer permit for APN 047-204-020. (Dye/Suchomel). Approved 5-0.

4. Consideration of Ordinance to Adopt Mandatory Organic Waste Disposal Reduction Regulations (SB 1383).

Chris Porter, Recology General Manager, explained that the District is required to comply with the new State regulations regarding organic waste, which takes effect on January 1, 2022. Recology will be mailing information to District customers regarding the new program, which will allow for organic waste to be combined with green waste and picked up weekly. They will be working directly with the commercial customers for compliance. The Ordinance will not be formally adopted until the second reading occurs in December.

ACTION: Director Dye moved to waive the full reading of the ordinance and approve the Ordinance subject to the second reading at the December board meeting. (Dye/Marsh). Approved 5-0.

5. Consideration of MOU with the County of San Mateo for Establishment of Edible Food Recovery Program.

Chris Porter said only a few commercial businesses fall into the category which requires participation in the program, and because of its complexity, Recology will take the lead to work with those business and the County to ensure compliance and reporting requirements are met.

ACTION: Director Marsh moved to approve the MOU between San Mateo County and the District to establish and Edible Food Recovery Program. (Marsh/Clark). Approved 5-0.

6. Report on Parks and Recreation Activities.

a. Appointments to the Parks Advisory Committee.

Director Marsh reported on the PAC application process and provided the Ad Hoc PAC Committee's recommendations of appointing Ethan Rayner to the vacant seat, and appointing Megan Gannaway and Thomas De Meo as alternates.

ACTION: Director Dye moved to approve the appointments as recommended by the Ad Hoc PAC Committee. (Dye/Clark). Approved 5-0.

PAC Chair Pat Tierney reported on the meeting held on November 3, and reviewed the agenda items. The PAC approved advocating for a Disc Golf course in Quarry Park with financial support from the District. More information will be provided at a later date. Director Dye provided a report on the District sponsored Jr. Land Program at EG Elementary School. Mr. Duffy announced that he had a meeting scheduled for the next week with Kikuchi & Kankel and BKF Engineering to develop a timeline for the Burnham Park development.

7. Consideration of Resolution Establishing Fees for Processing Applications and Other Administrative Processes.

Ms. Comito presented the resolution to add an Inspection Application Fee and to correct the Class 3 Permit deposit amount.

ACTION: Director Dye moved to approve the Resolution accepting the Fee Schedule changes as presented. (Dye/Marsh). Approved 5-0.

8. Consideration of Support for the Potential Adoption of San Mateo County Supervisorial District Boundaries Following the 2020 Census.

This item was tabled due to recent favorable outcomes on the issue.

9. Discussion of SAM Treatment Plant Process Issues and Non-Domestic Source Control Program.

Mr. Duffy explained the focus of this item is for the Board to decide if GCSD should be the interface with non-domestic businesses within the district, as well as developing an educational and testing program for non-domestic dischargers. The Board held a discussion and agreed that the District should take the lead and be the ratepayer interface on the Non-Domestic Source Control Program, while coordinating the program with SAM.

10. Report on Sewer Authority Mid-Coastside Meetings.

Nothing further to report.

CONSENT AGENDA

11. October 21, 2021 Special and Regular Meeting Minutes.

12. November 2021 Warrants.

13. Approve Change Order Payment to Devaney Engineering for \$61,682.05.

14. September 2021 Financial Statements.

15. Assessment District Distribution #4-21/22.

16. Approve Notice of Completion for the Medio Creek Bridge Crossing Sewer Relocation Project, Phase 2.

17. Approve Notice of Completion for the 2020 Sewer Replacement Project.

ACTION: Director Dye moved to approve the Consent Agenda. (Dye/Marsh).

Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

19. Attorney's Report. (Parkin)

20. General Manager's Report. (Duffy)

21. Administrative Staff Report. (Comito)

22. Engineer's Report. (Kennedy Jenks)

23. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:35 p.m.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: December 16, 2021