



## GRANADA COMMUNITY SERVICES DISTRICT

# MINUTES BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

March 21, 2019

### **CALL SPECIAL MEETING TO ORDER AT 6:30 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**

None.

#### **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) - San Mateo Superior Court Case No. 17CIV03092.

#### **RECONVENE TO OPEN SESSION**

Report final Board action, if any, from Closed Session.

#### **ADJOURN SPECIAL MEETING**

**CALL REGULAR MEETING TO ORDER AT 7:30 p.m.**

**ROLL CALL**

**GENERAL PUBLIC PARTICIPATION**

None.

**ACTION AGENDA**

- 1. Consideration of Request to Refund Fees for Permit #2615, Issued to Jeffrey Matthews on 02/21/96, for APN 048- 033-110.**

This Item was tabled to the next meeting.

- 2. Consideration of Sewer Authority Mid-Coastside General Budget for Fiscal Year 2019/20.**

Mr. Duffy provided a review of the SAM budget, and stated that the O&M portion of the budget had increased by 21% over the prior year, in addition to the 12% and 18% increases over the previous years. Director Dye stated it was difficult to evaluate the true O&M numbers with infrastructure costs mixed into certain line items. Delia Comito subsequently distributed a spreadsheet she had created to illustrate how the SAM O&M budget has increased over the past ten years with capital infrastructure costs removed from the O&M budget numbers in order to focus on true operational costs. The average year-to-year increase for the past three years was calculated at 20%, a 61% increase over the past three years, versus an average 3.2% increase per year for the prior seven years.

**ACTION:** Director Dye moved to request that SAM provide more detailed budget line item costs from the O&M Budget, not including the Infrastructure line item. (Dye/Suchomel). Approved 5-0.

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

The District SAM representatives reported on the last SAM meeting.

**CONSENT AGENDA**

- 4. Approve February 21, 2019 Meeting Minutes.**
- 5. Approve March 2019 Warrants.**
- 6. Approve January 2019 Financial Statements.**
- 7. Approve Assessment District Distribution #9-18/19.**
- 8. Approve Resolution Authorizing Tri-Counties Credit Card Account, and Use by the Assistant General Manager for District Expenses, with a \$5,000 limit.**
- 9. Approve Resolution Designating A Custodian of Records.**

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

**COMMITTEE REPORTS**

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

PAC Chair Nancy Marsh reported on the status of the summer recreation program, the guide, the newsletter and updates to the parks webpage. The Board thanked Ms. Marsh and PAC for all of their hard work.

**INFORMATION CALENDAR**

**12. Attorney's Report** - None.

**13. General Manager's Report** - None.

**14. Administrative Staff Report** - Directors were reminded to go to Tri Counties Bank to sign the new signature cards.

**15. Engineer's Report** - Mr. Duffy reported that RFP's have been sent out for the sewer main CCTV Project. He also reported that he had met with District Engineer John Rayner to finalize the 5 year CIP.

**16. Future Agenda Items.**

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 9:15 p.m.

ATTEST:

SUBMITTED BY:

Delia Comito, Board Secretary

Chuck Duffy, General Manager

Date Approved by Board: April 18, 2019