



GRANADA COMMUNITY SERVICES DISTRICT

Minutes BOARD OF DIRECTORS SPECIAL AND REGULAR MEETINGS

Thursday, May 19, 2016

CALL SPECIAL MEETING TO ORDER

The Special Meeting of the Granada Community Services District Board of Directors was called to order at 6:30 p.m.

ROLL CALL

President Matthew Clark, Director Ric Lohman, and Director Leonard Woren. Vice President Jim Blanchard and Director David Seaton were absent.

Staff: General Manager Chuck Duffy, District Counsel Jonathan Wittwer, and Assistant General Manager Delia Comito (Regular meeting only).

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: Jan Gray, Realtor for Property Owner Wayne Impink, and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on the Burnham Strip near the intersection of Avenue Alhambra and Obispo Road, El Granada, California. APN 047-251-100

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

2. Conference with Legal Counsel – Anticipated Litigation (Gov. Code §54956.9(d)(2))

Significant Exposure to litigation pursuant to §54956.9(b): One potential case

3. Conference with Legal Counsel – Existing Litigation (Gov. Code §54956.9(d)(1))

**Armstrong v. City of Half Moon Bay and Granada Community Services District
San Mateo Superior Court Case No CV 535660**

RECONVENE TO OPEN SESSION

No reportable action was taken in the Closed Session.

ADJOURN SPECIAL MEETING

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

ROLL CALL

GENERAL PUBLIC PARTICIPATION

El Granada resident Barbara Dye encouraged the Board to consider acquiring the Cabrillo Unified School District "El Granada" surplus property for park purposes.

ACTION AGENDA

1. Public Hearing: Notice for Consideration of Acquisition of Real Property from a Willing Seller (Impink) for Parks and Recreation; APN 047-251-010, Vacant land located on Ave. Alhambra/Obispo Road, El Granada.

President Clark opened the public hearing. El Granada residents Fran Pollard and Barbara Dye urged the Board to acquire the Impink property in the Burnham Strip. There were no further comments. President Clark closed the public hearing.

ACTION: Director Woren moved to approve the Resolution (with minor amendments) determining the necessity to purchase the subject property; approve the exemption from CEQA; and direct the General Manager to negotiate a Vacant Land Purchase Agreement with the seller along with pursuing all necessary regulatory action. (Woren/Lohman). Approved 3-0.

2. Consideration of Class 1B Sewer Permit for 3-Unit Complex, Owner: Boyle (Agent: Conran), APN 047-233-350, 120 Ave. Portola, El Granada.

The applicant's agent provided the Board with an overview of the proposed project. He stated that while the parcel was zoned to allow for 5 units, he was only applying to build 3 units.

ACTION: Director Lohman moved to approve the Class 1B Sewer Permit for the 3-Unit complex subject to the following Sewer Connection Permit Conditions:

1. Drainage of stormwater to area drains connected to the GCSD sanitary sewer system shall be precluded, notwithstanding any conditions of approval to the contrary in the County of San Mateo Coastal Development Permit ("CDP") approved on April 22, 2015 for the Project this project; and
2. The permittee under this Sewer Connection Permit shall receive the benefit of:
 - a. any sewer connection charge ordinance amendment reducing such charge; and/or
 - b. the acquisition of any portion of a noncontingent assessment(s) required for the property so long as duly finalized within the next 60 days and upon the prior execution and recordation of an irrevocable deed restriction that prohibits the future creation of additional dwelling units and restricts the maximum square footage of each dwelling unit to 750 square feet on the property. (Lohman/Woren) Approved 3-0.

3. Consideration of Class 1B Sewer Permit for 3-Unit Complex, Owner: Boyle (Agent: Conran), APN 047-233-360, 425 Coronado St., El Granada.

ACTION: Director Lohman moved to approve the Class 1B Sewer Permit for the 3-Unit complex subject to the following Sewer Connection Permit Conditions:

1. Drainage of stormwater to area drains connected to the GCSD sanitary sewer system shall be precluded, notwithstanding any conditions of approval to the contrary in the County of San Mateo Coastal Development Permit ("CDP") approved on April 22, 2015 for the Project this project; and
2. The permittee under this Sewer Connection Permit shall receive the benefit of:
 - a. any sewer connection charge ordinance amendment reducing such charge; and/or
 - b. the acquisition of any portion of a noncontingent assessment(s) required for the property so long as duly finalized within the next 60 days and upon the prior execution and recordation of an irrevocable deed restriction that prohibits the future creation of additional dwelling units and restricts the maximum square footage of each dwelling unit to 750 square feet on the property. (Lohman/Woren) Approved 3-0.

4. Consideration of Sewer Authority Mid-Coastside General Operations, Capitalized Maintenance, and Collections Budgets for Fiscal Year 2016/17.

The General Manager provided a review of the SAM budget, and highlighted increased costs in wages, collections, and equipment repair, and increased staffing. Director Lohman stated that those issues were slated to be addressed in the future by the SAM Board. SAM's Administrative Supervisor Kathy Matthews was in attendance and answered questions from the Board.

ACTION: Director Lohman moved to approve the FY 2016/17 SAM Budget as presented, and directed staff to prepare the appropriate resolutions to send to SAM. (Lohman/Woren) Approved 3-0.

5. Consideration of GCSD Budget for the 2016/17 Fiscal Year.

Mr. Duffy reviewed the draft Sewer and Parks and Recreation district budgets, and indicated that \$300,000 of property tax revenue was directed to the Park and Recreation budget. Director Woren requested that the Board consider sending all property tax revenue to parks. The General Manager stated that he was still investigating the method of allocating property tax funds to the various departments. The budget will be brought back at the next meeting for final board approval.

6. Consideration of Report by District's Sewer Authority Mid-Coastside Representatives.

Director Lohman reported on the 4/25/16 SAM meeting.

CONSENT AGENDA

Director Woren requested that Item 11 be held for discussion.

7. **Approval of April 21, 2016 Meeting Minutes.**
8. **Approval of May 2016 Warrants for \$163,704.64 (checks 6182 – 6204).**
9. **Approval of April 2016 Financial Statements.**
10. **Approval of Assessment District Distribution #8-15/16.**
ACTION: Director Woren moved to approved Items 7, 8, 9, and 10 of the Consent Agenda. (Woren/Lohman). Approved 3-0.
11. **Approval of Direction to Staff to Issue Letter of Support for eradication of invasive jubata/pampas grass in the Midcoast.**
ACTION: Director Woren moved to approved Item 11 of the Consent Agenda to send a letter of support for eradication of the pampas grass. (Woren/Lohman). Approved 3-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

13. **Attorney's Report. (Wittwer)**
Counsel Wittwer reported that the Assistant General Manager was successful in obtaining the 1908 Plat Map for the El Granada Medians, which provides the dedication language the District was looking for.
14. **General Manager's Report. (Duffy)**
No report.
15. **Administrative Report. (Comito)**
 - a) Monthly Administrative Staff Report - Nothing further to report.
 - b) Update on status of Parks Action Plan - Nothing further to report.
16. **Engineer's Report. (Kennedy Jenks)**
 - a) Monthly Engineer's Report - Nothing further to report.

ADJOURN REGULAR MEETING

The meeting was adjourned at 9:32 p.m.

SUBMITTED BY:

APPROVED BY:

Delia Comito, Secretary

Chuck Duffy, General Manager

Date Approved by Board: June 30, 2016