



GRANADA COMMUNITY SERVICES DISTRICT

Minutes **BOARD OF DIRECTORS** **SPECIAL MEETING**

Thursday, April 23, 2015

CALL SPECIAL MEETING TO ORDER

The Special Meeting of the Granada Community Services District Board of Directors was called to order at 7:00 p.m.

ROLL CALL

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

Staff: General Manager Chuck Duffy, District Counsel Jonathan Wittwer, and District Administrator Delia Comito (Open Session only).

GENERAL PUBLIC PARTICIPATION

None.

ADJOURN TO CLOSED SESSION

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

Negotiating parties: Coastside Fire Protection District and Granada Community Services District.

Property under negotiation: Vacant Land with no address located on Obispo Road from Avenue Portola to Coronado (adjoining U.S. Post Office), El Granada, California, APN 047-261-030.

Under negotiation: Instructions to negotiator concerning price and terms of payment.

RECONVENE TO OPEN SESSION

There was no reportable action taken in Closed Session.

ROLL CALL

All present.

GENERAL PUBLIC PARTICIPATION

Director Woren announced the upcoming Local Drop-off Recycling Day and Snap Shot Day. Director Lohman announced the upcoming Fire District meeting.

ACTION AGENDA

1. Consideration of Sewer Permit for 9-Unit Ocean View Place Condominium Project at Ave. Cabrillo & Coronado St., APN: 047-271-200, Owner: Irizarry.

The Board held a brief discussion.

ACTION: Director Lohman moved to approve the sewer permit.
(Lohman/Clark) Approved 5-0.

2. Consideration of Sewer Permit for 12-Unit Mavericks Apartment Project at Ave. Portola & Coronado St., APN: 047-206-230, Owner: Cypress Group Dev.

The Board held a brief discussion and heard from Kurt Anderson, representing the owner, who indicated that the original project had 16 living units, which were reduced to 12 as part of the general County permitting process.

ACTION: Director Lohman moved to approve the sewer permit.
(Lohman/Seaton) Approved 5-0.

3. Consideration of Local Parks & Recreation Facility Priorities Survey Results.

A memorandum was provided outlining the survey process including the sources used to create the mailing list, how the survey was developed and distributed, the number of surveys undelivered and returned, and how the responses were tabulated. It also explained the involvement of District resident Pat Tierney, Ph.D., Professor of Recreation, Parks, and Tourism at San Francisco State University, who volunteered to assist the District in analyzing the survey data.

Professor Pat Tierney gave a PowerPoint presentation which included an outline of the standard park planning process, the method by which the District's survey data was obtained and processed, the preliminary response rate, respondent demographics, and survey question results. He indicated that the survey response rate was sufficient, and that the demographic results were consistent with the results generally seen with this type of survey.

After answering questions from the Board and audience members, Professor Tierney said that he intended to follow up with a final report, and pointed out that the open-ended survey questions were yet to be analyzed.

The Board held a discussion regarding future items the Board would need to address to prepare the priority list of park projects. The Board and the General Manager thanked both Prof. Tierney and District Administrator Delia Comito for their efforts in processing the survey.

4. Consideration of Sewer Authority Mid-Coastside General Operating, Collections, and Capitalized Maintenance Budgets for 2015-16 Fiscal Year.

The District Manager reviewed the highlights within the SAM budget, including the increase in payroll costs and benefits, the increase in the Collections budget, and the cost of the CIP projects.

Director Woren recommended that the Board not approve the budget as presented primarily due to an unapproved addition of an operator position and the increases in payroll costs. The General Manager indicated that approval was not recommended at this meeting, and the budget will be presented at the next meeting for further consideration.

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

Directors Woren and Lohman provided a review of the most recent SAM meeting.

Director Woren requested that Item 6 be held for discussion.

CONSENT AGENDA

7. Approval of April 2015 Warrants (Check No. 5811-5849).

8. Approval of March 2015 Financial Statements.

9. Approval of Assessment District Distribution #9-14/15.

ACTION: Director Lohman moved to approve Items 7, 8 and 9 of the Consent Agenda. (Lohman/Clark) Approved 5-0.

6. Approval of March 19, 2015 Special & Regular Meeting Minutes.

Director Woren suggested several minor corrections to the minutes.

ACTION: Director Woren moved to approve Item 6 as amended. (Woren/Blanchard) Approved 5-0.

COMMITTEE REPORTS

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

The Board approved Director Lohman's attendance at the upcoming CSDA Special Legislative Days in Sacramento.

INFORMATION CALENDAR

11. Attorney's Report. (Wittwer)

12. General Manager's Report. (Duffy)

13. Administrator's Report. (Comito)

14. Engineer's Report. (Kennedy Jenks)

ADJOURN REGULAR MEETING

The special meeting was adjourned at 9:54 p.m.

SUBMITTED BY:

APPROVED BY:

Delia Comito, Secretary

Chuck Duffy, General Manager

Date Approved by Board: May 21, 2015