



GRANADA COMMUNITY SERVICES DISTRICT

MINUTES BOARD OF DIRECTORS REGULAR MEETING

December 21, 2023

THIS MEETING WAS HELD IN PERSON AND VIA ZOOM.

CALL REGULAR MEETING TO ORDER

The Regular Meeting was called to order at 7:04 p.m.

ROLL CALL

Vice President Jen Randle, Director Matthew Clark, Director Barbara Dye, President Nancy Marsh participated via teleconference pursuant to Government Code Section 54953(b) from Pali Ke Kua, Unit 123, 5300 Ka Haku Road, Princeville, HI. Director Jill Grant participated via teleconference pursuant to Government Code Section 54953(b) from 128 Coronado St., El Granada.

Staff: General Manager Chuck Duffy, Assistant General Manager Hope Atmore, and District Counsel William Parkin.

GENERAL PUBLIC PARTICIPATION

None.

REGULAR MEETING AGENDA

1. Parks and Recreation Activities.

- a. Report on Granada Community Park and Recreation Center - Project Manager Ray Razavi reported that the draft cultural report has been received and that the project team will be providing comments to both the cultural and the biological reports. He also stated that the noise study is underway. He anticipates that all reports will be compiled by April for review by the board with a target of submitting to San Mateo County Planning by May. Community member Fran Pollard asked if grass seed could be planted on the property in the interim prior to construction. Mr. Razavi responded that it could jeopardize the overall project.
- b. Report on planned Recreation Program Events - Assistant General Manager Hope Atmore stated that planning is underway for 2024 recreation programming with an update to come in January.

2. Election of Board Officers.

President Marsh opened the nominations for Board President. Director Grant nominated Director Randle, Director Clark nominated Director Marsh. Director Randle stated her support of Director Marsh continuing as President and Director Grant withdrew her nomination.

ACTION: The motion to approve Director Marsh as Board President was approved (5-0).

President Marsh opened the nominations for Board Vice President. Director Dye nominated Director Randle. There were no further nominations.

ACTION: The motion to approve Director Randle as Board Vice President was approved (5-0).

3. Appoint Sewer Authority Mid-Coastside Representatives and Alternates, and Approve Associated Resolution.

Director Marsh opened the nominations for SAM Representatives. Director Grant nominated Director Randle. Director Randle nominated Directors Dye and Clark.

ACTION: The motion to approve Director Dye as SAM representative was approved 4-1, Director Grant opposed. The motion to approve Director Randle was not approved 1-4, Director Grant in favor. The motion to approve Director Clark was approved 5-0.

Director Marsh opened the nominations for SAM 1st alternate. Directors Marsh and Dye nominated Jen Randle.

ACTION: The motion to approve Director Randle as 1st alternate was approved 5-0.

Director Marsh opened the nominations for SAM 2nd alternate. Director Randle nominated Director Grant.

ACTION: The motion to approve Director Grant as 2nd alternate was approved 4-1. Director Dye opposed.

4. Appoint Representative and Alternate to the San Mateo County Chapter of the California Special Districts Association.

Ms. Atmore stated that there is a push to reinvigorate the Chapter. Director Marsh opened the nominations. Director Randle nominated Director Grant. Director Clark nominated Director Randle and Director Grant supported that nomination and volunteered to be an alternate.

ACTION: The motion to approve Director Randle as representative and Director Grant as alternate to the SMC Chapter of the CSDA was approved 5-0.

5. Consideration of CSDA Special District Leadership Academy.

Director Marsh proposed that all board directors should consider attendance at one of the in person or online options scheduled in 2024. Directors Dye, Randle, and Clark all expressed interest in attending.

ACTION: Director Marsh moved to approve any board member who so desires to attend the CSDA Special District Leadership Academy either in person or virtually and have that be compensated for travel and fees under the existing policy and be compensated for the days of service under the existing ordinance for compensation. (Marsh/Grant). Approved 5-0.

6. Consideration of Approval of Ordinance No. 177, an Ordinance Regarding Compensation of Directors of the Granada Community Services District – First Reading.

ACTION: Director Clark moved to waive by motion the reading of the Ordinance and to approve the Ordinance subject to enactment after a second reading at a subsequent board meeting. (Clark/Randle). Approved 4-1. Director Grant opposed.

Mr. Duffy explained that the language in the revised ordinance generally parrots the Government Code and that additional language was added only to Section 1.3, which clarifies that if a director is paid by another agency for attendance at that agency's meeting (e.g. SAM) as a representative of GCSD, then GCSD will only pay any difference between the two agencies' stipends.

ACTION: Director Clark moved to approve the Ordinance subject to enactment after a second reading at a subsequent board meeting. (Clark/Marsh). Approved 5-0.

Director Marsh reported that the cost to publish the ordinance was \$423 for the Half Moon Bay Review and \$1380 for the San Mateo Daily Journal. It was the consensus of the board to publish the ordinance in both papers.

7. Engineer's Report.

8. Report on Sewer Authority Mid-Coastside Meetings.

Director Dye stated that SAM is considering shifting some funds into a new investment fund. Director Clark reported that SAM staff introduced their new website which should be live in approximately two months. Director Dye also reported the SAM has contracted with an engineer to study capacity issues that occurred in the 2022/23 winter storms and that they will re-calibrate the flow meter to read up to 20 mgd. Director Marsh remarked that the open house held at SAM was very well done and commended their efforts in educating the public.

9. Appoint General Manager Chuck Duffy as Negotiator for Potential Sale of Parcel #048-046-120, El Granada, California.

ACTION: Director Dye moved to appoint GM Chuck Duffy as negotiator for potential sale of parcel #048-046-120. (Dye/Clark). Approved 5-0.

CONSENT AGENDA

10. November 16th Regular Meeting Minutes.

11. December 2023 Warrants.

12. October 2023 Financial Statements.

13. Assessment District Distribution #5-23/24

ACTION: Director Clark moved to approve the consent agenda. (Clark/Randle). Director Dye remarked that the skate ramp resurfacing was paid in warrants. Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

15. Attorney's Report. (Parkin)

16. General Manager's Report. (Duffy)

17. Administrative Staff Report. (Atmore)

Ms. Atmore reported on SAM repairs to a damaged manhole. Director Dye thanked staff for monitoring illegal parking near the skate ramp. Ms. Atmore also reported that messaging in English and Spanish to prevent FOG during the holidays is ongoing.

18. Future Agenda Items.

Director Dye asked for a report on reserves and financing needs for near future.

ADJOURN REGULAR MEETING

The meeting was adjourned at 8:14 p.m.

ATTEST:

Hope Atmore, Board Secretary

Date Approved by the Board: January 18, 2024.