



GRANADA COMMUNITY SERVICES DISTRICT

Minutes **BOARD OF DIRECTORS** **SPECIAL AND REGULAR MEETINGS**

Thursday, July 20, 2017

CALL SPECIAL MEETING TO ORDER

The special meeting was called to order at 6:30 p.m.

ROLL CALL

President Jim Blanchard, Vice President Leonard Woren, Director Matthew Clark, Director David Seaton. Absent: Barbara Dye.

Staff: General Manager Chuck Duffy, Acting District Counsel Bill Parkin and Nicholas Whipps.

GENERAL PUBLIC PARTICIPATION

Erica Adams stated that she is the owner of a substandard parcel in El Granada that is 59.68% of the minimum lot size for the applicable zoning in that area. Ms. Adams submitted a Variance Application in December of 2016. She believes that the noticing concerning the recent board approved change in the Ordinance Code relating to substandard lots was not sufficient, and that up to 130 parcels are affected by the change.

ADJOURN TO CLOSED SESSION

1. 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

Counsel reported that there was no reportable action in the Closed Session.

ADJOURN SPECIAL MEETING

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

ROLL CALL

GENERAL PUBLIC PARTICIPATION

Communications from the public and members of the District Board and District Staff concerning matters not on the agenda. Speakers are limited to 3 minutes each.

AGENDA

- 1. Public Hearing: Consideration of a Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorizing the Collection of Said Charges on the 2017/18 FY San Mateo County Tax Roll.**
Board President Blanchard opened the hearing for public comment. There were no comments from the public, and staff reported that they had not received any written comments from the public. President Blanchard closed the public hearing.
ACTION: Director Clark moved to approve the reports and related resolution as presented. (Resolution 2016-006) (Clark/ Woren). Approved 4-0.
- 2. Public Hearing: Consideration of GCSD Budget for 2017/18 Fiscal Year.**
General Manager Chuck Duffy provided an overview of the budget, which was unchanged from the previous budget presented to the board at the June meeting. Board President Blanchard opened the hearing for public comment. There were no comments from the public, and staff reported that they had not received any written comments from the public. Director Seaton stated that he thought the District should have a budget line item for any fines that might come out of the recent SAM spill. President Blanchard closed the public hearing.
ACTION: Director Woren moved to approve the budget as presented. (Woren/Clark). Approved 3-1, Director Seaton opposed.
- 3. Consideration of Assessment District Administrative Budget and Cost Recovery Levy for Fiscal Year 2017/18.**
ACTION: Director Woren moved to approve the Assessment District Levy as presented. (Woren/Clark). Approved 4-0.
- 4. Consideration of Ordinance Amending District Code Article VII Relating to Connection Fees – Second Reading.**
ACTION: Director Woren moved to waive by motion the second reading of the Ordinance, and to adopt Ordinance 170 and direct staff to publish the Ordinance in accordance with the government code. (Woren/Clark). Approved 4-0.
- 5. Consideration of Audited Comprehensive Annual Financial Report for Fiscal Year Ending June 30, 2016.**
Director Woren stated that the words “cost overruns” on page 5 of the audit should be changed to read “the shortfall in funding”.
ACTION: Director Clark moved to approve the Audited Annual Financial Report as amended above. (Clark/Woren). Approved 4-0.

6. Consideration of Temporary Emergency Bypass for Medio Creek Bridge Sewer Main Crossing.

The board posed several questions concerning the terms of the bypass lease, which the General Manager will forward to the District Engineer for responses.

ACTION: Director Clark moved to approve the proposal from EPS Inc. for the temporary bypass system at a not-to-exceed amount of \$39,000, and the first year's monitoring for a not-to-exceed amount of \$10,000. (Clark/Woren). Approved 4-0.

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

Directors Woren and Blanchard provided a review of the June 12 SAM meeting. The major topic of discussion during the meeting was the SAM board's consideration of approving the SAM General Budget for circulation to the member agencies for their approval. The motion to approve circulating the SAM budget was eventually approved 8-0.

CONSENT AGENDA

Item No 8 was held for discussion.

8. Approval of May 11, 2017 Meeting Minutes.

The board approved amending the wording of item No. 1 of the minutes by removing the phrase "without concern for the cost" and replacing it with "depending on the cost".

9. Approval of June 15, 2017 Meeting Minutes.

10. Approval of July Warrants for \$68,767.43.

11. Approval of May 2017 Financial Statements.

12. Approval of Assessment District Distribution #1-17/18.

ACTION: Director Clark moved to approve the Consent Agenda as amended above. (Clark/Seaton). Approved 4-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

14. Attorney's Report. (Wittwer)

15. General Manager's Report. (Duffy)

16. Administrative Staff Report. (Comito)

17. Engineer's Report. (Kennedy Jenks)

ADJOURN REGULAR MEETING

The regular meeting was adjourned at 9:36 p.m.

SUBMITTED BY:

APPROVED BY:

Delia Comito, Secretary

Chuck Duffy, General Manager

Date Approved by Board: August 17, 2017