



# GRANADA COMMUNITY SERVICES DISTRICT

## **MINUTES** **BOARD OF DIRECTORS** **REGULAR MEETING at 7:00 p.m.**

March 19, 2026

This meeting was held in person and via Zoom.

### **CALL REGULAR MEETING TO ORDER AT 7:00 p.m.**

The meeting was called to order at 7:00 p.m.

### **ROLL CALL**

Board President Barbara Dye, Board Vice President Wanda Bowles, Director Matt Allen, and Director Jen Randle. Director Nancy Marsh was absent.

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

### **GENERAL PUBLIC PARTICIPATION**

Director Dye provided an update regarding the yard on Obispo Road that is being used by SAM during the potholing phase of the force main work. She stated that the work is expected to be done by April 9 at which time the fence will come down. Director Dye also shared the obituary of James Barnard who invented the biological method to remove nitrogen and phosphorus from wastewater.

### **REGULAR MEETING AGENDA**

Board President Dye reordered the agenda to consider item 5 as the first item on the agenda.

#### **5. GCSD Audited Annual Comprehensive Financial Statement for**

**Fiscal Year 2024/25** – Scott German with Fechter and Company provided an overview of the Annual Comprehensive Financial Statements for Fiscal Year 2024/25 and stated that the District's finances received a clean opinion.

**ACTION:** Director Randle moved to accept the Annual Comprehensive Financial Statement for Fiscal Year 2024/25. (Randle/Allen). Approved 4-0.

#### **1. Park and Recreation Activities.**

- a. Report on Planned Recreation Program Events – Ms. Atmore provided a summary of classes over the previous month and updates on upcoming classes.
- b. Update on Granada Community Park and Recreation Center – Ms. Atmore updated the Board on progress of consultants involved in the park project and the recent bird survey and mowing of property.

- 2. Consideration of Use Framework for Granada Community Park and Recreation Center** – Ms. Atmore highlighted the updates made to the previously presented use framework, including more restrictive language around approvals of events, and additional use clarifications between public and private events. Directors Bowles and Randle requested amending the policy to stipulate that private events end at 9:00 pm for Monday through Thursday.  
**ACTION:** Director Randle moved to approve the amended Use Framework for the Granada Community Park and Recreation Center. (Randle/Bowles).  
Approved 4-0.
- 3. Engineer's Report** – Mr. Duffy provided a review of the Engineer's Report.
- 4. Administrative Staff Report** - Ms. Atmore stated that she and Director Dye completed an application for grant funding through U.S. Representative Sam Liccardo's office. Ms. Atmore also reviewed upcoming CCTV work and recent meetings.
- 6. Report on Sewer Authority Mid-Coastside Meetings** – Director Dye reported that SAM recently discovered that the easement agreement with the City of Half Moon Bay for the SAM Treatment Plant site had expired. Mr. Duffy further explained that the easement was amended in 1985 and expired in 2025. Legal Counsel Bill Parkin stated that when the JPA Agreement was originally signed, credit was given to the member agencies that contributed property, money, or infrastructure to the endeavor. He stated that ultimately, he doesn't think any regulatory agency would allow the plant to be moved.
  - a. SAM Budget as circulated to the member agencies and process – El Granada resident Delia Comito stated her shock at the large increases in many items in the SAM budget. Ms. Comito also stated that there is little to no explanation provided for budget line items and urged the Board to ask for those details in the budget. Ms. Comito presented a reorganized SAM CIP status report arranged by Fiscal Year and pointed out a number of miscalculations. Ms. Comito urged the Board to ask SAM to provide detailed back up in support of the budget numbers, including salaries and benefits for each position and lists of various professional memberships and costs. She stated that she feels the SAM General Manager has little regard for treating public funds with care and overspends year after year. She urged the board to continue to request greater transparency for the SAM financials. Board President Dye thanked Delia for her comments and stated that the board would continue to press for more clear financial reporting.

## **CONSENT AGENDA**

- 7. February 19, 2026 Regular Meeting Minutes.**
- 8. March 2026 Warrants.**
- 9. January 2026 Financial Statements.**

**ACTION:** Director Randle moved to approve the Consent Agenda.  
(Randle/Allen). Approved 4-0.

**COMMITTEE REPORTS**

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

**INFORMATION CALENDAR**

**11. Attorney's Report. (Parkin)** – Mr. Parkin stated that new requirements of the Brown Act do not affect GCSD due to the size and type of District. He reminded the Board that the 'just cause' clause allows for attendance via teleconference up to two times per year and that social media rules do not allow for commenting, including emojis, on fellow board members' posts.

**12. General Manager's Report. (Duffy)**

**13. Future Agenda Items.**

**ADJOURN TO CLOSED SESSION**

**1. Conference with Legal Counsel – Existing Litigation (Government 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) – Santa Clara County (Superior Court Case No. 17CV316927)

The Board did not adjourn to Closed Session.

**ADJOURN REGULAR MEETING**

The Regular Meeting was adjourned at 8:05 p.m.

Attest:

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Hope Atmore, Board Secretary

Date Approved by the Board: April 16, 2026