



GRANADA COMMUNITY SERVICES DISTRICT

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

June 18, 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, Director Nancy Marsh, and Director Jen Randle.

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

GENERAL PUBLIC PARTICIPATION

Community member Mary Em Wallace notified the Board of the Great Shakeout earthquake preparedness event on September 26 and expressed interest in future collaboration between CERT and GCSD if an emergency arises. She requested that a discussion be agendaized for a future meeting. Director Marsh commented that there has been discussion of having the future Community Recreation Center serve as a respite center.

REGULAR MEETING AGENDA

1. Park and Recreation Activities.

- a. Update on Granada Community Park and Recreation Center – Ms. Atmore reported that the Coastal Development Permit application for the Granada Community Park and Recreation Center had been submitted, a major milestone for the project. The updated sign for the park billboard has also been received.
- b. Report on Planned Recreation Program Events – Ms. Atmore highlighted a drawing class, sewing class, Friday yoga, and the Deer Creek Walk that recently occurred. Director Dye stated that approximately 12 people participated in the walk and enjoyed it. Director Allen stated that community members have requested a revival of a July 4 fireworks show. Ms. Atmore provided background on past fireworks shows sponsored by the American Legion and suggested that the District could partner with the San Mateo Harbor District to provide a drone show in future years. Director Randle requested staff investigate holding Bingo and Mah Jong games at the community center

- 2. Public Hearing – Consideration of Granada Community Services District Fiscal Year 2026/27 Sewer and Parks & Recreation Budgets** – Mr. Duffy provided an overview of the budget, and Ms. Atmore highlighted that the amount budgeted for professional services for the park and recreation center project was reduced from \$2.3 million to \$1.5 million. President Dye opened the public hearing for public comment. There were no comments from the public. President Dye closed the public hearing.
ACTION: Director Randle moved to approve the Fiscal Year 2026/27 Sewer and Parks & Recreation District Budgets. (Randle/Bowles). Approved 5-0.
- 3. Consideration of Policy and Resolution for the Statewide November 3, 2026 General Election** – Ms. Atmore stated that this item was being brought back to the Board with additional requested information related to candidate statement length and cost.
ACTION: Director Randle moved to approve the Resolution stating that the District will limit the candidate statement to 200 words and that the district will fund the costs of the statement for the Statewide November 3, 2026 General Election. (Randle/Marsh). Approved 5-0.
- 4. Engineer's Report** – For board information.
- 5. Administrative Staff Report** – Ms. Atmore stated that the annual Sewer Service Charge Report would be presented to the board in July. She also reported that LAFCo would be conducting an expedited Municipal Services Review of the Coastsides agencies (including GCSD) during FY 2026-27. Mr. Duffy provided additional background on LAFCo and its powers and the process the district went through to reorganize the Granada Sanitary District into a community services district. Community members Leonard Woren and Michelle Dragony commented.
- 6. Report on Sewer Authority Mid-Coastsides Meetings** – Director Marsh stated that two SAM meetings have occurred and that in the June 8 SAM packet there is a clear break down of infrastructure spending over the last five years. She also reported that Half Moon Bay granted an easement to SAM in perpetuity on the land under the SAM plant, and that SAM would look to provide an easement to Half Moon Bay on the Landstra parcel to mitigate possible flooding. She stressed that the two easement agreements were not linked. Director Marsh stated that she doubted a PPA agreement for solar panel installation would occur due to time constraints and because the location of some solar panels would be shaded by trees. Finally, she reported that all previously discussed changes in financial reporting had been adopted by the Finance Committee.
- 7. Authorize and Appoint General Manager Chuck Duffy to Negotiate with Successor Trustee of the Reed/Kamper Family Trust for Property at 400 Avenue Alhambra, El Granada, California, APN 047-251-160.**
ACTION: Director Randle moved to Appoint General Manager Chuck Duffy as the Real Property Negotiator to Negotiate with Successor Trustee of the Reed/Kamper Family Trust. (Randle/Allen). Approve 5-0.

CONSENT AGENDA

8. May 21, 2026 Regular Meeting Minutes.

9. June 2026 Warrants.

10. April 2026 Financial Statements.

ACTION: Director Marsh moved to approve the Consent Agenda.
(Marsh/Randle). Approved 5-0.

COMMITTEE REPORTS

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

INFORMATION CALENDAR

12. Attorney's Report. (Parkin)

13. General Manager's Report. (Duffy)

14. Future Agenda Items.

ADJOURN TO CLOSED SESSION

1. Conference with Real Property Negotiator (Government Code Section 54956.8). Property: 400 Avenue Alhambra, El Granada, California, APN 047-251-160.

District's Negotiator: Chuck Duffy

Negotiating parties: Eileen O'Brien, successor Trustee of the Reed/Kamper Family Trust and Granada Community Services District.

Under negotiation: Instruction to negotiator will concern terms.

Community member Leni Shultz commended the Board for their work and voiced support for the General Manager to negotiate on behalf of the District. She stated that the Burnham Strip Committee's mission was to acquire all the parcels on the Burnham Strip and shared some history on the property. Community member Leonard Woren shared Daniel Burnham's vision for El Granada and stated that those who fought to preserve the strip always envisioned a public agency owning the entire strip.

RECONVENE TO OPEN SESSION

No reportable action.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 8:24 p.m.

Attest:

Hope Atmore, Board Secretary

Date Approved by the Board: July 16, 2026