



## GRANADA COMMUNITY SERVICES DISTRICT

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

December 19, 2024

This meeting was held in person and via Zoom.

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

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

### **ROLL CALL**

President Nancy Marsh, Director Wanda Bowles, Director Barbara Dye, and Director Jen Randle. Director Jill Grant participated via teleconference pursuant to Government Code Section 54953(b).

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

### **GENERAL PUBLIC PARTICIPATION**

Community member Will Plaxico asked that the public be given further input on community surveys related to the community recreation center. Director Grant gave her recap of what has been done in 2024 and her goals for 2025.

### **REGULAR MEETING AGENDA**

- 1) **Administer the Oath of Office to Board Members Wanda Bowles and Nancy Marsh** - Director Bowles and Director Marsh read their oaths of office
- 2) **Election of Board Officers.**  
**ACTION:** Director Marsh moved to nominate Director Randle to be president. Director Randle was elected vice president 5-0. Director Marsh moved to nominate Director Dye to be vice president. Director Randle moved to nominate Director Grant to be vice president. Director Dye was elected vice president 3-2 (Director Randle, Grant opposed).
- 3) **Consideration of a Resolution Appointing the Sewer Authority Mid-Coastside GCSD Representatives and Alternates.**  
**ACTION:** Director Randle moved to nominate Director Dye, and Director Marsh moved to nominate herself for the position of SAM representative. Director Grant moved to nominate herself for the position. Directors Dye and Marsh were elected to be the representatives to the Sewer Authority Mid-Coastside 4-1 (Director Randle opposed). Directors Marsh and Randle moved to nominate Director Grant as first alternate and Director Dye moved to nominate Director

Randle as second alternate. Directors Grant and Randle were elected first and second alternates 5-0.

**4) Consideration of Appointing a Representative to the San Mateo County Chapter of the Special Districts Association.** Mr. Duffy explained that the CSDA representative can be a staff or board member.

**ACTION:** Director Randle moved to nominate Assistant General Manager Hope Atmore as the representative to the SM County Chapter of the Special Districts Association. (Randle/Bowles) Approved 5-0.

**5) Parks and Recreation Activities.**

- a. Report on planned Recreation Program events – Ms. Atmore summarized upcoming recreation events. Director Dye recommended a harbor history walk in coordination with the Harbor District and suggested an additional birding walk.
- b. Consideration of an Ad Hoc Committee to gauge community interest in a Community Recreation Center – Director Randle stated that she would like to form an ad hoc committee consisting of one to two board members and a staff member in order to develop and conduct an updated survey focused on the community recreation center. Director Marsh stated that the committee and survey should not delay a vote on the mitigated negative declaration. Community member Will Plaxico encouraged the Board to get input about the content for the survey. Community member Zack Issacson suggested that sufficient context should be given with the survey so the community would understand the questions.

**ACTION:** Director Dye moved to support the formation of an Ad Hoc Committee to gauge community interest in a community recreation center and Director Marsh amended that recommendation to name Directors Randle and Bowles to lead the Ad Hoc Committee. (Dye/Bowles) Approved 5-0.

**6) Update to District Bylaws –** Director Dye asked to table the item to allow more time to review bylaws. Director Marsh requested a revision to Article VIII, section 2 to state that in the event that the District Board cannot meet to appoint another alternate, the appointed representative shall have the authority to deputize another Board member *or staff member* as representative. Director Marsh suggested that the bylaws be tabled until the January meeting.

Director Marsh reordered the agenda to consider the SAM report prior to the Engineer's Report.

**8) Report on Sewer Authority Mid-Coastside Meetings –** At the last SAM meeting, Director Dye stated that she and Director Clark made clear that GCSB did not support the 5-year CIP as presented by SAM staff, and also reiterated that it is a planning document only and does not bind the member agencies to any spending. Further she said that the minutes from the SAM meeting had to be revised to show that GCSB had concerns about the 5-year CIP as presented. Ms. Dye said that the SAM Board also presented Mr. Clark with a Resolution recognizing his years of service, reviewed the annual comprehensive financial report and audit, and approved an additional \$30,000 toward worker benefits.

**7) Engineer's Report** – Director Dye asked for the status on GCSD's CIP. Mr. Duffy explained that staff was making a preliminary review of the FY 2025/26 budget and the Bartle Wells recommendations in order to plan for the upcoming GCSD CIP.

**9) Consideration of Appointing Real Property Negotiator.**

Property: 480 Avenue Alhambra, El Granada, California.

District's Negotiator: Chuck Duffy

Negotiating parties: Candise D'Acquisto (Owner) Picasso Preschool and Granada Community Services District.

Under negotiation: Instruction to negotiator concerning price and terms.

Counsel for Picasso Preschool, Elizabeth Andrews, stated that they have an interested buyer for the school and requested that the Board consider a twelve month extension of the lease.

**ACTION:** Director Randle moved to appoint Chuck Duffy as Real Property Negotiator. (Randle/Marsh). Approved 5-0.

**CONSENT AGENDA**

**10) November 21, 2024 Regular Meeting Minutes.**

**11) December 2024 Warrants.**

**12) October 2024 Financial Statements.**

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

**COMMITTEE REPORTS**

**13) Report on seminars, conferences, or committee meetings** – Ms. Atmore summarized the four meetings she has attended through the Leadership CORPS Program.

**INFORMATION CALENDAR**

**14) Attorney's Report. (Parkin)**

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

**16) Administrative Staff Report. (Atmore)**

**17) Future Agenda Items** - Director Randle asked to speak on the Ad Hoc Committee.

**ADJOURN TO CLOSED SESSION**

**1) Conference with Real Property Negotiator.**

Government Code Section 54956.8

Property: 480 Avenue Alhambra, El Granada, California.

District's Negotiator: Chuck Duffy

Negotiating parties: Candise D'Acquisto (Owner) Picasso Preschool and Granada Community Services District.

Under negotiation: Instruction to negotiator concerning price and terms.

**2) Conference with Legal Counsel—Anticipated Litigation.**

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Government Code §54956.9 (one potential case).

**RECONVENE TO OPEN SESSION**

No reportable action.

**ADJOURN REGULAR MEETING**

The regular meeting was adjourned at 9:15p.m.

Attest:

---

Hope Atmore, Board Secretary

Date Approved by the Board: January 16, 2025