



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA BOARD OF DIRECTORS SPECIAL MEETING at 7:00 p.m.

Wednesday, April 30, 2025

NOTICE PERTAINING TO PUBLIC ACCESS TO THE MEETING

The Board of Directors' meeting room is open to the public during open session. To maximize public access to public meetings, the Granada Community Services District staff and board members will generally be participating in person at the board meeting, as well as using videoconference to allow remote participation by members of the public, board members, and staff as necessary. Members of the public may participate via ZOOM online or by telephone using the link below.

Zoom information below:

<p>Topic: GCS D Special Meeting Time: April 30, 7:00 PM Pacific Time (US and Canada)</p> <p>Join Zoom Meeting https://us02web.zoom.us/j/86224706614</p> <p>Meeting ID: 862 2470 6614</p>	<p>OR</p> <p>Dial by your location +1 669 444 9171 US</p>
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CALL SPECIAL MEETING TO ORDER AT 7:00 p.m.

District Office Meeting Room, 504 Avenue Alhambra, 3rd Floor, El Granada.

ROLL CALL

Directors:	President:	Jen Randle
	Vice-President:	Barbara Dye
	Director:	Wanda Bowles
	Director:	Nancy Marsh
	Director:	Vacancy
Staff:	General Manager:	Chuck Duffy
	Assistant Manager:	Hope Atmore
	Legal Counsel:	William Parkin

The Board has the right to take action on any of the items listed on the Agenda. The Board reserves the right to change the order of the agenda items, to postpone agenda items to a later date, or to table items indefinitely.

GENERAL PUBLIC PARTICIPATION

Public members may comment on matters under the jurisdiction of the District that are not on the agenda. Comments are limited to 3 minutes. See the instructions above to comment via ZOOM (online) or by telephone.

SPECIAL MEETING AGENDA

1. Consideration of Board Vacancy and Replacement Process, and Potential Ad Hoc Committee to Interview Board Candidates.

Recommendation: To be made by the Board.

ADJOURN SPECIAL MEETING

This meeting is accessible to people with disabilities. If you have a disability and require special assistance related to participating in this meeting, please contact the District at least two working days in advance of the meeting.



GRANADA COMMUNITY SERVICES DISTRICT

AGENDA MEMORANDUM

To: Board of Directors
From: Chuck Duffy, General Manager
Subject: Board Member Vacancy and Replacement Process
Date: April 30, 2025

District staff received the attached letter of resignation from Director Grant on April 22nd of last week. The District must therefore fill the resulting vacancy in accordance with California Government Code Section 1780, which stipulates three methods to fill the vacancy:

1. The Board may appoint a successor within 60 days of the notice of resignation (June 23rd); or
2. The Board may decline to make an appointment and call for an election within the same 60 day time period; or
3. If no action is taken by the District within the 60 days, the issue is turned over to the County Board of Supervisors, who may make an appointment within 90 days of the vacancy.

If none of the above actions occur, the District is required to call for an election at the next regularly scheduled election in the county.

The District has traditionally filled vacancies by making an appointment themselves due to the cost of holding a special election, and the desire to retain local control. The procedure for filling the vacancy by board appointment is as follows:

- District Secretary Hope Atmore has already posted the required Notice of Vacancy in at least 3 places within the District. This notice must be posted at least 15 days after the vacancy prior to the Board appointing a replacement director.
- Staff will subsequently provide the Board with a list of candidates who have submitted their interest in the position, and the Board will review the candidates and make an appointment within 60 days of the vacancy. The Board should set a deadline date at this board meeting for accepting applications.
- The District Secretary will then notify the Registrar of Voters of the Board's selection.

The new director will hold office until the next general district election to be held in November of 2026, at which time they will have to run for election should they desire to continue serving on the board. The review of the interested candidates can be done by the entire board, or for convenience sake, the board can appoint an ad hoc committee to interview the candidates personally to provide a recommendation to the entire board.

Wednesday, April 23, 2025 at 16:39:06 Pacific Daylight Time

Subject: FW: Resignation from GCSD Board
Date: Tuesday, April 22, 2025 at 1:48:26 PM Pacific Daylight Time
From: William Parkin
To: Chuck Duffy (cduffy@dudek.com), Hope Atmore
CC: Jen Randle

FYI.

From: Jill Grant <jillmgrant@gmail.com>
Sent: Tuesday, April 22, 2025 1:40 PM
To: Jen Randle <jrandle@granada.ca.gov>; William Parkin <wparkin@wittwerparkin.com>
Subject: Resignation from GCSD Board

Effective today, April 22, 2025 and based on advice from trusted matriarch's of our coastside community, I submit my resignation from the GCSD Board.

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Jill Grant



Timeline Regarding Board Vacancy

April 22, 2025	Director Jill Grant resigns, Board notified.
April 23, 2025	SMC Elections Office notified of vacancy (<i>required within 15 days of vacancy</i>).
April 24, 2025	Public posting of Board vacancy (<i>required at least 15 days prior to any appointment, so May 9th is the earliest appointment.</i>) Posted at District office, Post Office, Spangler's, District park board at corner of Portola and Obispo. Also posted to District website.
April 30, 2025	Special Meeting of the Board to determine: <ol style="list-style-type: none"> 1. Special Election or Appointment to fill vacancy. 2. Possible formation of Ad Hoc Committee to interview interested candidates. 3. Set deadline date for board candidates to submit interest.
May 15, 2025	Regular Meeting of the Board – possible appointment.
Mid-May to Mid-June TBD	Special Meeting to appoint new Director if appointment cannot be made at the May 15 meeting.
TBD	Notify SMC Elections Office within 15 days of appointment.
June 23, 2025	Vacancy must be filled (60 days from resignation) or it will be referred to the SMC Board of Supervisors. The Regular adjourned GCSD June meeting is on June 26, 2025.