



GRANADA COMMUNITY SERVICES DISTRICT

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

February 20, 2025

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

Board President Jen Randle, Director Barbara Dye, and Director Nancy Marsh. Director Jill Grant participated via teleconference from 128 Coronado St., El Granada pursuant to Government Code Section 54953(b). Director Bowles participated via teleconference from 510 Sonora Ave., El Granada. General Counsel Bill Parkin stated that Director Bowles was appearing remotely under the Just Cause provision of the Brown Act due to a contagious illness.

ACTION: Director Marsh moved to approve the request for remote participation by Director Bowles. (Marsh/Dye). Approved 5-0.

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

GENERAL PUBLIC PARTICIPATION

Kevin Sniecinski stated that as a member of the Midcoast Community Council, he would like to serve as an MCC liaison in order to better share information between the two agencies. Director Grant commented on the San Mateo County Harbor District plan to develop parking on the Burnham Strip, and the future GCSD recreation center. Director Marsh stated that she had provided feedback to the Harbor District regarding their proposed parking plan, and that GCSD did not require additional parking to provide for its park and recreation center plan. Director Bowles stated that she attended a board meeting of the Wilkinson School, and that they are open to providing preschool space should the Picasso School wish to inquire.

REGULAR MEETING AGENDA

- 1. Final Executed Lease for 480 Avenue Alhambra** – Mr. Duffy summarized the actions following the January board meeting closed session concerning the Picasso Preschool lease. He reported that Board had agreed to extend the Picasso lease to May of 2026, and that the lease has now been signed by both parties.

2. Parks and Recreation Activities.

- a. Report on Planned Recreation Program Events – Ms. Atmore summarized previous recreation events and provided a list of upcoming events for Spring. Director Dye suggested an ongoing monthly walk on the second Sunday of each month. Director Grant suggested placing a porta potty in the dirt lot and picnic tables in the field.
- b. Report from Community Recreation Center Ad Hoc Committee – Director Randle provided a recap of the survey questions and launch. Director Bowles listed businesses where posters were located and Ms. Atmore provided information on the mass mailing. Director Randle stated that preliminary results would be shared if possible at the March meeting. Director Marsh reiterated that moving forward with approval of the Park and Recreation Center IS/MND and Coastal Development Permit should occur regardless of the survey results as the project envisions phasing of construction.
- c. Report on San Mateo Resource Conservation District Updates and Management of the Granada Community Park Property – Ms. Atmore provided a summary of the updates and recommendations from the RCD and also discussed a future Weed Warriors volunteer day planned for March 29. She also stated that the established jubata grass on the park site had been removed by contractors.

3. Update to District Policies – Ms. Atmore reported that there were five board and staff policies and three financial policies to be reviewed by the board and that additional policies would be forthcoming at future meetings. Director Marsh requested two additions to the Board and Staff Policies – one in the Code of Ethics and one for the Social Media Policy.

ACTION: Director Marsh moved to approve and adopt the policies as amended. (Marsh/Randle). Approved 5-0.

4. Leadership Council San Mateo County Upcoming Workshop – Shaping Tomorrow in Uncertain Times – Ms. Atmore provided an overview of upcoming workshops offered by the Leadership Council of San Mateo County.

ACTION: Director Marsh moved to have standing approval for board members to attend CSDA or Leadership Council educational programs with the standard requirement that a report be provided. (Marsh/Dye). Approved 5-0.

5. Engineer's Report – Director Dye inquired about the next District CIP pipeline replacement project. Mr. Duffy stated that the next pipeline replacement project will be part of the 2025-26 fiscal year budget and 5 year budget and is being accounted for in the rate study currently being conducted.

6. Report on Sewer Authority Mid-Coastside Meetings – Director Dye stated that despite national uncertainties, FEMA funding for the potential relocation of the plant electrical building/generator should be secure. Director Marsh reviewed her inquiries and findings into the budgeting and spending on the replacement/repair of the anaerobic digester boilers at the treatment plant. General Manager Duffy reminded the board that the relocation of the electrical building, with grant funding of possibly \$3 million, is a project that is currently budgeted at \$6 million, but was budgeted years prior at \$22 million. This remains an important issue to the district.

CONSENT AGENDA

- 7. January 16, 2025 Regular Meeting Minutes.**
- 8. February 2025 Warrants.**
- 9. December 2024 Financial Statements.**

Director Marsh highlighted two edits in the Meeting Minutes.

ACTION: Director Marsh moved to approve the consent agenda with amendments to the minutes. (Marsh/Dye). Approved 5-0.

COMMITTEE REPORTS

- 10. Report on seminars, conferences, or committee meetings** – Director Dye stated that she attended a meeting at County headquarters with the County Board of Supervisors Chair Canepa. Director Dye said she showed plans for the Granada Community Park to Supervisor Canepa and that he is interested in visiting and walking the site.

INFORMATION CALENDAR

- 11. Attorney's Report. (Parkin)**
- 12. General Manager's Report. (Duffy)** – Mr. Duffy stated that he and Ms. Atmore have been meeting with assessment district counsel to address future next steps for the Assessment District.
- 13. Administrative Staff Report. (Atmore)**
- 14. Future Agenda Items** – Director Grant suggested placing porta johns and picnic tables on the park site in the coming months. Director Marsh stated that she has received comments from the public regarding teleconferencing rules and would like that topic to be addressed. Director Randle reiterated that the park and recreation center IS/MND and plan would be on the March agenda as well as preliminary community survey results.

ADJOURN REGULAR MEETING

The regular meeting was adjourned at 8:26 p.m.

Attest:

Hope Atmore, Board Secretary

Date Approved by the Board: March 20, 2025