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

July 16, 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 7:05 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
None.

REGULAR MEETING AGENDA

1. **Park and Recreation Activities.**
   a. Consideration of Cost Estimates, Phasing, and Financing for the Granada Community Park and Recreation Center Project.
   General Manager Chuck Duffy provided an overview of the cost estimates for the three phases of the Community Park and Recreation Center: 1) the new park; 2) the building renovation for the recreation center at 480 Alhambra, and; 3) the new community center building. Each are estimated to cost approximately $7.5 million, meaning that all three phases cannot be funded in the immediate future. The District receives approximately $950,000 annually in property tax revenue and about $500,000 per year in ERAF refund revenue, though continued ERAF funding remains uncertain in the long run. Based on preliminary numbers, and relying only on property tax revenue, the District could finance and fund approximately $10.0M for the project. He cautioned that these are broad estimates and that staff has a meeting scheduled with a financial consultant next week.
   Mr. Duffy stated that his sense of the board's preferred phasing was to prioritize the new park first, followed by renovations to the existing 480 Alhambra building as a community and recreation center second. The proposed new community center building might be dependent on future grant funding. Board members

generally agreed with that approach. The Board discussed re-engaging Townsend Consulting to evaluate grant funding opportunities, which staff said they would follow up with. Director Dye stated that there are also additional opportunities to partner with other local agencies to acquire properties that would help preserve land on the Burnham Strip.
Community member Leni Shultz asked that the Board take a long view on preserving land on the Burnham Strip. Janet Brayer asked for clarification on different revenue and cost components of the project.

b. Report on Planned Recreation Program Events – Ms. Atmore provided a summary of the last month's events and reminded the Board that the Quarterly Recycling Day would be July 21st. Ms. Atmore also asked the Board if they would like staff to pursue a holiday event. Director Randle suggested an opportunity for craft making and Director Bowles suggested having Wilkinson School do caroling.

2. **Public Hearing: Consideration of a Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorizing the Collection of Said Charges on the Fiscal Year 2026/27 San Mateo County Tax Roll.**
President Dye opened the public hearing. Mr. Duffy stated that the associated sewer service charge list and the delinquent garbage list were both available for review in accordance with the government code. Ms. Atmore provided an overview of the residential and commercial SSC rates, which include a previously approved 5% increase in rates over the prior year. There were no public comments received. President Dye closed the public hearing.
ACTION: Director Marsh moved to approve the Resolution Adopting the Sewer Service Charge Report and Delinquent Garbage Account Report and Authorize the Collection of Charges. (Marsh/Randle). Approved 5-0.

3. **Engineer's Report.**

4. **Administrative Staff Report** – Ms. Atmore reported that she attended the SAM Sewer Emergency Response Plan training on July 15th. She also stated that a call for elections notice is listed on the GCSD website and reported that there had been a small planning meeting for the Coastside Partners group to discuss the format for future meetings.

5. **Report on Sewer Authority Mid-Coastside Meetings** – Director Marsh reported that prior to the July 13 SAM meeting, the SAM Board was provided with a guaranteed maximum price (GMP) by McGuire Hester for the SAM Force Main in Montara. She stated that the SAM Board agreed that additional time was needed to review the proposal and that the SAM General Manager would provide the contract and other back up information to the member agency general managers for further review. Director Marsh explained that two options were presented in the proposal. Option one has a GMP of $17.3 million and would adhere to the current completion deadline of June 2027. The GMP for option 2 is $13.2 million, a $4 million reduction based on a longer construction period that would avoid work in what is anticipated to be a wet winter. Option two would require a construction timeline extension with ERF

to amend the Consent Decree. Director Marsh pointed out that there are additional costs for construction management, permitting, etc., and that the total for Option 2 would be closer to $16 million. Mr. Duffy stated that the approval process needed to follow the tenants of the SAM JPA Agreement, and approval of the construction contract by SAM should not occur prior to approval of a SAM General Budget amendment by the member agencies. He also emphasized the need to see the pace and schedule of construction in order to schedule funding to SAM, which may need to be accelerated based on that construction schedule. Director Dye highlighted that GCSD has about $3.9 million in sewer reserves.

CONSENT AGENDA

6. **June 18, 2026 Regular Meeting Minutes.**
7. **July 2026 Warrants.**
8. **May 2026 Financial Statements.**

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

COMMITTEE REPORTS

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

INFORMATION CALENDAR

10. **Attorney's Report. (Parkin)**
11. **General Manager's Report. (Duffy)**
12. **Future Agenda Items** – President Dye requested that options for potential acquisition of land on the Burnham Strip be discussed at a future meeting.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 8:00 p.m.

Attest:

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Hope Atmore, Board Secretary

Date Approved by the Board: August 20, 2026