



GRANADA COMMUNITY SERVICES DISTRICT

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

August 20, 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 7:07 p.m.

ROLL CALL

Board President Barbara Dye, Director Matt Allen, and Director Nancy Marsh. Director Bowles participated remotely via teleconference pursuant to Government Code Section 54953(b) from 2955 Country Road 100, Hutto, TX 78634. Director Randle was absent.

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

GENERAL PUBLIC PARTICIPATION

Community members Dan Haggerty, Leni Schultz, Leonard Woren, and Janet Brayer provided public comment in support of GCSD acquisition and preservation of vacant properties including the lot next to the El Granada Post Office and other parcels on the Burnham Strip. President Dye stated that the discussion will be on a future agenda.

REGULAR MEETING AGENDA

1. Park and Recreation Activities.

- a. Report on Planned Recreation Program Events – Hope Atmore provided updates on past, current, and future classes and activities.
- b. Consideration of Community Emergency Response Team (CERT) Use of Parking Lot at 480 Avenue Alhambra on September 26, 2026 for Great Shakeout Event – Ms. Atmore stated that members of CERT had requested use of the 480 Avenue Alhambra parking lot as a safer alternative to the dirt lot.

ACTION: Director Marsh moved to approve use of the 480 Avenue Alhambra parking lot by CERT for the Great Shakeout event on September 26th.
(Marsh/Allen). Approved 4-0.

Director Marsh also discussed the breadth of the District's recreation powers, noting that recreation includes activities involving arts, athletics, drama, habitat conservation, handicrafts, literature, music, nature study, open-space conservation, science, sports, and formal or informal play. Recreation facilities may include community centers, meeting places, open space, parks, playgrounds, and other facilities.

2. Phasing Options for the Granada Community Park and Recreation Center Project –

Mr. Duffy explained that following a more thorough review of the construction cost estimates and financing options for the park and recreation center, the District can afford an annual debt service of roughly \$650,000. He emphasized that staff is being conservative on the revenue side by not including ERAF funds. He also stated that he believes the estimate for the renovation costs for the 480 Alhambra building are high. The Board generally agreed that the proposed new community room second building should not be included in the current budget discussions due to the financing cost constraints. The discussion recognized that the park and the 480 Alhambra building renovation projects would proceed on separate but parallel schedules. Director Marsh discussed the anticipated ERAF-related revenues and the possibility of using future revenues for smaller park and community center amenities that could be added over time.

Several members of the community commented on the discussion. Leonard Woren emphasized that he believed the cost estimates for the projects was too high and unrealistic, and he encouraged the Board to consider holding money back for future land acquisition. Janet Brayer pushed for acquiring more land on the Burnham Strip and for passive development of the park. Directors Dye and Marsh reiterated the extensive outreach that was done that guided the final design of the park and the recreation center.

3. Proposal for Additional Landscape Architecture Services by KCRH for the Granada Community Park and Recreation Center –

Mr. Duffy provided an overview of the two proposals included in agenda items 3 and 4 explaining that the additional services would cover completion of construction documents and support through the remaining permitting and construction process of the projects.

Members of the community commented on the discussion. Janet Brayer asked for clarification on the budgeted \$1.5 million for construction documents. Mr. Duffy clarified that the number should be reduced because architectural services will not be needed for the new building. Dan Haggerty commented that the park and play equipment should have a rustic character in keeping with the community character.

ACTION: Director Marsh moved to approve agenda items 3 and 4, the Proposal for Additional Landscape Architecture Services by KCRH and Additional Engineering Services by BKF for the Granada Community Park and Recreation Center. (Marsh/Allen). Approved 4-0.

4. Proposal for Additional Engineering Services by BKF for the Granada Community Park and Recreation Center.

ACTION: Approved 4-0 as included in the motion above.

5. Proposal for Grant Funding Support by Townsend Public Affairs for the Granada Community Park and Recreation Center Project –

Ms. Atmore explained that the previously proposed potential State Parks Program grant would not be a good fit for the District and that rather than limiting the authorization to a specific grant program, staff recommended broader authorization to engage Townsend for appropriate grant writing and funding support opportunities.

ACTION: Director Allen moved to authorize the General Manager to enter into an agreement for appropriate grant writing and funding support services, up to \$20,000, and to pursue other applicable funding opportunities. (Allen/Bowles). Approved 4-0.

- 6. Amendment to the Sewer Authority Mid-Coastside FY 2026/27 General Budget for the Increase in Costs for the SAM IPS Montara Force Main Replacement Project** – Mr. Duffy reported on a meeting he and Hope had with representatives of the member agencies, SAM staff and consultants, and McGuire Hester, the design-build contractor for the forcemain construction. Mr. Duffy again expressed his reservations with design-build but felt it was a done deal to move forward with the \$13.2 million dollar, two year construction period proposed budget. Including soft costs, the total project cost is approximately \$16.5 million, of which \$12.15 million will be due for FY 2026-27. GCSD's share of that total is 18.21%. Director Marsh explained that there had been a lengthy discussion at the SAM meeting debating the sequencing of contract approval and that the member agencies were required to have their boards approve the amended budget prior to the SAM GM signing the contract.

ACTION: Director Marsh moved to approve the Amended SAM FY 2026/27 General Budget for the increase in costs for the SAM IPS Montara Force Main Replacement. (Marsh/Allen). Approved 4-0.

- 7. Report on Sewer Authority Mid-Coastside Meetings** – Director Dye stated that the SAM board decided not to pursue the potential solar panels project. There is still ongoing discussion with the City of Half Moon Bay for a drainage project on the property east of the treatment plant.

8. Engineer's Report.

- 9. Administrative Staff Report** – Ms. Atmore provided administrative updates from the previous month.

CONSENT AGENDA

- 10. July 16, 2026 Regular Meeting Minutes.**
11. July 16, 2026 Special Meeting Minutes
12. August 2026 Warrants.
13. June 2026 Financial Statements.
14. SDRMA Memorandum of Understanding and Associated Resolution – Ms. Atmore stated that changes were for clarity and not significant to the MOU.
ACTION: Director Bowles moved to approve the Consent Agenda.
(Bowles/Marsh). Approved 4-0.

COMMITTEE REPORTS

- 15. Report on seminars, conferences, or committee meetings** – President Dye stated that she met with Scott Bollinger from the MCC.

INFORMATION CALENDAR

- 16. Attorney's Report. (Parkin)**
17. General Manager's Report. (Duffy)
18. 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: Reed/Kamper Family Trust, and the Granada Community Services District.

Under negotiation: Instruction to negotiator will concern terms.

RECONVENE TO OPEN SESSION

No reportable action.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:02 p.m.

Attest:

Hope Atmore, Board Secretary

Date Approved by the Board: September 17, 2026