



GRANADA COMMUNITY SERVICES DISTRICT

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

May 21, 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 7:00 p.m.

ROLL CALL

Board President Barbara Dye, Director Matt Allen, Director Nancy Marsh, and Director Jen Randle. Board Vice President Wanda Bowles was absent.

Staff: General Manager Chuck Duffy and Assistant General Manager Hope Atmore. District Counsel William Parkin attended via Zoom.

GENERAL PUBLIC PARTICIPATION

Kevin Sniecinski, on behalf of Coastsiders, reported that they have completed negotiations with the County to clear eucalyptus trees on sections behind El Granada Boulevard, and they are working with Kaiser Permanente and Senior Coastsiders to do a vaccine drive.

Community member, Dan Haggerty, stated that he feels the informal dirt lot owned by GCSD should be maintained as is with no development changes.

REGULAR MEETING AGENDA

1. Park and Recreation Activities.

- a. Presentation on the 2025-26 Coastsiders Land Trust Junior Land Stewards (JLS) Program at El Granada Elementary School and Consideration of Continued Support for Three Additional Academic Years – Haley Peterson gave an overview of the previous year's activities through the Junior Land Stewards Program and requested District funding for the next three academic years through 2028-29.
ACTION: Director Marsh moved to continue GCSD funding of the Junior Land Stewards Program at \$12,000 per academic year for the next three academic years. (Marsh/Allen). Approved 4-0.
- b. Update on Granada Community Park and Recreation Center – Ms. Atmore provided a summary of recent discussions between district staff, Caltrans, and the Coastal Commission stating that it became clear that the Coastal Commission would require that the district's informal dirt lot would either need to be maintained as is or, if developed, would need to provide access to the Caltrans right of way. As a result, staff asked the district project team to develop possible solutions.

Tom Conroy of KCRH Landscape Architecture provided an overview of work that has been accomplished in the previous six months. Mr. Conroy then explained that providing an access road per Coastal Commission's direction would significantly impact the southernmost section of the park, be costly to the district, and, without proper marking and curbing, could actually impede access. He therefore suggested that removing park development of this southern section of the park would avoid those complications as well as possible issues with San Mateo County's future plans for a multi-modal trail. Further, he stated that leaving the dirt lot as is would obviate the need for any further discussions about parking demand. Mr. Conroy then presented changes to the entry plaza, skate area, and play structures. Tom provided an overview of the next steps in the process, including Coastal Development Permit submittal and regulatory approvals.

President Dye expressed her disappointment that the environmental improvements to the ditch would also be abandoned as part of the change. Director Marsh stressed that this proposed solution would help prevent beach parking from spreading into the neighborhoods but expressed concern over possible traffic issues at Coronado and Obispo Roads. Director Randle stated she appreciated that the project team took the initiative to find a solution. Director Allen stated that the new plan will make a lot of community members very happy.

President Dye opened the item to public comment. Birgitta Bower asked for clarification on where cars would actually be able to park. She went on to express her frustration with the Harbor District parking plans and the community outreach process. Dan Haggerty stated that he was pleased with the new plan as presented. Kevin Sniecinski agreed with Director Marsh that it is important to keep cars from parking in neighborhoods and congratulated the board on transparently moving the park project and process forward.

ACTION: Director Randle moved to approve the plan updates as presented on the Granada Community Park Project. (Randle/Allen). Approved 4-0.

- c. Report on Planned Recreation Program Events – Ms. Atmore summarized events during the past month and highlighted upcoming events including a Deer Creek walk and additional sewing class. Director Randle asked if there had been any discussions with Picasso pre-school regarding their move out plans. Ms. Atmore stated that she had discussions with Candice D'Aquisto about her timing on moving out. Staff will assess the state of the building and the feasibility for temporary use.

Director Dye requested that a new sign be ordered for the billboard at Obispo and Portola to represent the new plans.

- 2. Draft Sewer Authority Mid-Coastside Fiscal Year 2026/27 General Budget and Associated Resolution of Approval** – Mr. Duffy explained that at the April meeting, staff was directed to draft a budget resolution that explicitly stated that moneys allocated to certain projects can only be used for those projects, which was done. However, a revised draft budget resolution was distributed to the board at the meeting that softened the language somewhat and removed the conditional aspect of the resolution due to the fact that the SAM budget must be approved by the other two member agencies as well. Mr. Duffy asked Director Marsh to provide updates from the SAM Finance Committee that led to the amended resolution language.

Director Marsh provided a recap of past issues that the Finance Committee was attempting to resolve, including the lack of reporting and transparency on line items in the infrastructure budget, the use of project-specific funds for other projects and general O&M cost overruns, and insufficient Board awareness of project cost overruns. Director Marsh detailed planned changes in the financial reports including the addition of a non-project equipment repair line item budget of \$417,000, rollover project funding for projects carrying into the next fiscal year, monthly (rather than quarterly) board reporting that will include the budget variance summary and combined CIP project report, and quarterly detail reports that explain >10% variances and a new report detailing all non-project infrastructure spending. Additionally, the SAM Finance Committee agreed to the creation of a percentage-based reserve fund to cover project overages, and for larger overages, a mid-year budget correction will be proposed to member agencies or the project will be deferred into the next fiscal year. Director Marsh pointed out that GCSB's legal counsel, Bill Parkin, is particularly versed in the SAM JPA and that the budget resolution is consistent with the language in the JPA. Director Randle proposed that the SAM General Manager should be held accountable for underbudgeting and overspending and that rather than a subjective review, there should be a quantitative performance review based on budget and spending accuracy. Director Dye stressed that the budget being approved does not include the additional funding that will be needed to complete the Montara Forcemain project and that a budget adjustment will be needed at some point in the coming year.

Community member Kevin Sniecinski expressed concern over the cost overruns in SAM's budgets over the previous five years. Director Dye stated that letters were received from four residents concerning the SAM budget increases and cost overruns from Kelly Rogers, Steve Wahl, Diane Paoli, and Delia Comito.

ACTION: Director Marsh moved to approve GCSB Resolution 2026-01 as revised approving the SAM General Budget for Fiscal Year 2026-27. (Marsh/Randle).
Approved 4-0.

3. Draft Sewer Authority Mid-Coastside Fiscal Year 2026/27 Collections

Budget and Associated Resolution of Approval – Director Dye pointed out that the SAM Collections budget is based on a completely separate agreement from the JPA Agreement.

ACTION: Director Randle moved to approve the SAM Collections Budget for Fiscal Year 2026-27 and associated Resolution 2026-02. (Randle/Marsh).
Approved 4-0.

4. Consideration of Draft GCSB Sewer and Parks Budgets – Mr. Duffy provided an overview of the upcoming GCSB fiscal year budget and highlighted the 5% sewer service charge increase, a decrease in administrative expenses due to the end of IPS litigation, and a large increase in SAM infrastructure costs based on GCSB's 18% of the anticipated \$12 Million needed for the Montara Forcemain. Mr. Duffy reported that there would still be \$2.4 Million in sewer reserves following the expenditure. Director Marsh stressed that following the Montara Forcemain project, she would be lobbying for a 'project holiday' to allow the member agencies to catch up on their own projects.

Ms. Atmore provided an overview of the parks and recreation budget underscoring \$1.6 Million anticipated in property tax and ERAF revenues, a larger than expected expenditure in 25-26 for repair of the skate ramp, and an increase in professional services for the next fiscal year related to the Granada Community Park and Recreation Center project. However, Ms. Atmore noted that the budgeted amount for professional services in the draft budget would be refined prior to presentation of the final budget for board approval in June.

5. Consideration of Policy and Resolution for the Statewide November 3, 2026

General Election – Ms. Atmore summarized the policy and resolution language for Board consideration and stated that for the past two elections, GCSB has supported a 200 word statement paid for by the District.

Community member Kevin Sniecinski commented that he felt 200 words was too limiting. Board members debated and asked staff to collect additional information and bring it back to the Board at the next meeting.

- a. 200-Word or 400-Word Limit for Candidate Statements for GCSB.
- b. Cost of Candidate's Statement to be Paid by the District or the Candidate.
- c. Approve Resolution Calling for an Election to be Held on November 3, 2026 for the Election of Three Members of the District Governing Board.

ACTION: This item was tabled until the next meeting.

6. Engineer's Report – Ms. Atmore provided background on a Class 3 mainline extension application that is being reviewed.

7. Administrative Staff Report – Ms. Atmore gave a summary of the previous month's general administrative work.

8. Report on Sewer Authority Mid-Coastside Meetings – Director Marsh highlighted that the Montara Forcemain coastal development permit had been granted, and that Half Moon Bay was no longer attempting to use the easement extension for the SAM treatment plant site as a negotiation tool.

CONSENT AGENDA

9. April 16, 2026 Regular Meeting Minutes.

10. May 2026 Warrants.

11. March 2026 Financial Statements.

ACTION: Director Marsh moved to approve the Consent Agenda. (Marsh/Randle).
Approved 4-0.

COMMITTEE REPORTS

12. Report on seminars, conferences, or committee meetings.

INFORMATION CALENDAR

13. Attorney's Report. (Parkin)

14. General Manager's Report. (Duffy)

15. Future Agenda Items.

ADJOURN REGULAR MEETING

The Regular Meeting was adjourned at 9:13 p.m.

Attest:

Hope Atmore, Board Secretary

Date Approved by the Board: June 18, 2026