

Board of Directors
Cheryl Brennan
John Grasso
James Reynolds
Jane Roix
Richard Short

Graeagle Community Services District
P.O. Box 1414
Graeagle, CA 96103

Administrative Secretary
Kathleen Graham
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Minutes for Monthly Meeting October 12, 2020

1. Called to order at 10:06 PM by Director Dick Short.
2. Roll Call of Board Members – Cheryl Brennan, John Grasso, Jim Reynolds, Jane Roix, and Dick Short present. Also present: Administrative Secretary Kathleen Graham.
3. Minutes Approval: Motion made to approve by John Grasso with a 2nd by Cheryl Brennan the September 21, 2020 minutes. All Board members in favor.
4. Discussion and Possible Action on 2019-2023 (5-Year) Strategic Plan:
 - a) Donated Parcel – Dick advised that clearing of trees will begin shortly based on site plan developed by Jack Bridge, which was provided as requested to Graeagle Land & Water (GLW). GLW is expected to complete a quick claim deed transferring the parcel to Graeagle CSD by year-end.
 - b) Downtown Park Lighting – Bids for trenching/concrete bases/electrical work/installation of lights, which will include the purchase of light fixtures, should be received by mid-November.
 - c) Foot Bridge – Dick sent updated contract to Bastian Engineering. Currently awaiting their reply. Right of way of bridge to be determined along with slope and access. Bastian Engineering has drone technology to assist with updating map.
5. Discussion on Mohawk Community Resource Center (MCRC): Dick in consultation with CPA and attorney advised there is no need to pursue 501.3c due to MCRC now falling under GCSO, which is a government agency. Memorandum of Understanding between GCSO and MCRC reviewed and suggested changes recommended. Administrative Secretary will update and resend to Board.
6. New Business:
 - a) Directors Reports: John Grasso/Jim Reynolds advised Monday/Tuesday and/or Thursday are good potential future meeting days.
 - b) Secretary's Report
 1. Director's Report - Board Administrative Secretarial Position Opening. It has now been determined the Administrative Secretary responsibilities for GCSO, originally to be absorbed by the MCRC position, will to be a stand-alone position. This will result in MCRC Coordinator continuing to be provided by Holly Johnson. Another candidate will be interviewed for the GCSO Administrative Secretary position within the next week.
 2. 2020/2021 – Financials to be reviewed at next scheduled October 26, 2020 meeting.
 3. Vendor Claims: Plumas Sanitation, Inc. \$687.55, Plumas-Sierra Telecommunications (MCRC) \$208.00, Holly Johnson (MCRC) \$882.00, Kathleen Graham Mileage and

Supplies \$153.79, Kathleen Graham Labor \$615.00, Motion to approve vendor claims made by John Grasso with 2nd by Cheryl Brennan. All in Favor.

4. Next meeting date: Monday, October 26, 2020 at 9:00 AM at the Mohawk Community Resource Center.

7. Closed Meeting – Salary Administration discussed and finalized for MCRC position.

8. Motion to adjourn meeting at 12:02 PM by John Grasso with 2nd by Jim Reynolds. All in favor.

ACTION ITEMS:

John Grasso – Obtain park parcel number for Quick Claim Deed documentation

Dick Short – Obtain Quick Claim Deed for GLW to complete to finalize donation of park parcel

Dick Short – Obtain vendor bids for trenching, concrete, electrical installation to include park lighting fixtures

Dick Short – Obtain 14-point memorandum written to GLW by Dick on bridge project for file

Dick Short – Obtain updated consulting agreement on bridge with Bastian Engineering

Kathleen Graham – Contact Flanigan-Leavitt Insurance Agency to determine availability to attend October 26 meeting

Kathleen Graham – Contact GLW to determine if the Graeagle Holiday Festival 12/5/20 is still scheduled to occur

ATTEST: _____
Richard Short, Director

ATTEST: _____
Kathleen Graham, GCSD Administrative Secretary