

Board of Directors
Cheryl Brennan
John Grasso
Steve Hagen
James Reynolds
Richard Short

Graeagle Community Services District

P.O. Box 1414
Graeagle, CA 96103

Administrative Secretary
Jane Scott
Email:
gcsd96103@yahoo.com
Phone: 916-825-9726

Minutes for Monthly Meeting November 8, 2021

Called to order at 10:00 AM by Richard Short.

ROLL CALL by Richard Short:

BOARD MEMBER NAME	Present	Absent
Richard Short	x	
Cheryl Brennan	x	
Jim Reynolds	x	
John Grasso	x	
Steven Hagen		x
Jane Scott, Bd Secretary	x	
GUESTS:		
Chris Ruedy	x	
Diane Bowman	x	

APPROVAL OF MINUTES: Motion made to approve the October 25, 2021 Minutes without corrections by John Grasso with secondary motion approval by Jim Reynolds. All in favor, motion carried.

CORRESPONDENCE by Jane Scott: None

PROJECT REPORTS:

Donated Parcel (Neighborhood Park) – John Grasso: No update on progress. Drawings finished for the park. John Grasso provided the board with fitness equipment options suitable for adults. Before GCSD takes ownership of the land, GCSD to determine property tax burden with Plumas County. Amy with Plumas County Assessors Office is the current contact.

Downtown Park Lighting – Jim Reynolds: No update. Design ready with rough plans and specs.

Foot Bridge Project – Richard Short: Sycamore Consultants study nearly complete. Next step will be to start engineering of abutments (by Bastian Engineering). Thereafter, Richard will work with Bastian Engineering to fine tune the design before going out to competitive bid. Board suggested that a waste water line should be considered into the design.

Mohawk Resource Center – Richard Short & Cheryl Brennan:

Motion made to approve Corporate Bylaws without corrections by Jim Reynolds, with secondary motion approval by Cheryl Brennan. All in favor, motion carried. Richard Short advised that he has been contacted by the IRS wherein they requested additional information which he will

provide promptly. The table that follows illustrates remaining action items and status to achieving sponsorship of MCRC:

STEPS REQUIRED TO ACHIEVE SPONSORSHIP OF MCRC				
Issue	Done	Action Required	CCSD	MCRC
Bylaws	Obtain signature on Bylaws	Convert existing Bylaws to Corporate format. Richard Short editing existing Bylaws for MCRC. Final Draft Bylaws approved by GCSD Board on 11/8/2021	X	
Memorandum of Understanding (MOU)	Fully Executed X	MOU modified for Corporate format, approved by MCRC & signed by GCSD Board (quorum). Pending signature by MCRC Board (Cheryl B to facilitate).	X	X
Purchasing/Donation Policy	X	Addressed in MOU document.	X	X
Incorporation	X	Modified per discussions with MCRC	X	
EIN Number	X	Received	X	
Non-Profit Certification	Awaiting Approvals	IRS responded to R Short 11/5/2021 with a few questions. Response to IRS required.	X	
Corporate Organization		Work with MCRC Board to finalize new corporate organization.	X	X
501c3 Application, Verification, Etc.		MCRC required to prepare a form of tax return via 501c3 application/verification. Once this is complete MCRC will no longer under GCSD.		X
County Billing Procedure		Confirm billing procedures with Plumas County once MCRC designated as a 501c3.	X	
LAFCO Application:				
	X	Authority to File Application - Attachment A: Resolution of Application signed by GCSD Board (quorum) during 9/27/2021 meeting.	X	
	X	Statement of Justification - Attachment B: Statement of Justification signed by GCSD Board (quorum) during 9/27/2021 meeting.	X	
	X	Boundaries - Attachments C & D: 8.5"x11" Map (C) and Legal Description (D)	X	
	In Process Executed by D West	Neighboring Properties Public Notice – Attachment E: Public Notice Survey of Surrounding Property Owners - Attachment F: Notice of Concurrence for Annexation submitted to Landlord for acceptance and approval.	X X	
	X	General Plan No Attachment	X	
	X	Public Services No Attachment	X	
	X	Population No Attachment	X	
	TBD	Property Tax Exchange No Attachment	X	
	TBD	Feasibility of Proposal – Attachment H Memorandum of Understanding between GCSD and MCRC	X	
	X	Environmental Compliance No Attachment	X	
	Sign & Attach to Application	Agreement to Pay (Form) Check payable to Plumas Local Agency Formation Commission \$2,887.50 required (Vendor Claim-Plumas Co)	X	
	To Be Completed	Attachment List	X	

NEW BUSINESS:

MCRC Petty Cash carried over from Plumas Rural Service regime is a pending issue that must be resolved.

Plumas County updated “Authorized Signatures” executed by all present Board Members. J Scott will submit to Plumas County.

Brief discussion of new Board Member and termed out Board Member transition effective December 1, 2021. Jim Reynold and John Grasso provided their GCSD Board Binders to Chris Ruede and Diane Bowman.

CLOSED SESSION:

None

BOARD SECRETARY REPORT:

- Vendor Claims submitted for Board review and approval including:

<u>VENDOR NAME</u>	<u>Description</u>	<u>Invoice Date</u>	<u>\$ Amt</u>	<u>Motion/Approve</u>
PSREC	Street Lights	Ending 10/29/2021	\$110.03	x
Plumas Sierra Telecom	Broadband	Ending 10/29/2021	\$99.00	x
J Scott	Labor 9/25-11/8	Ending 11/8/2021	\$375.00	x
Streamline	Renewal 11/1/2021-22	11/1/2021	\$300.00	x
Bastian Engineering	Bridge Project	11/1/2021	\$108.75	x
Sycamore Consultants	Bridge Project	10/27/2021	\$3,457.00	x

NEXT MEETING DATE: December 6, 2021, at 10:00 AM at the Mohawk Community Resource Center.

ADJOURNMENT: Richard Short adjourned the meeting at 11:25 a.m.