Board of Directors
Cheryl Brennan
Open Position
Jane Roix
Open Position
Richard Short

Graeagle Community Services District

P.O. Box 1414
Graeagle, CA 96103

Administrative Secretary
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Minutes for Monthly Meeting
August 10, 2020

1. Called to order at 11:07 PM by Director Dick Short.

2. Roll Call of Board Members – Cheryl Brennan, Jane Roix, and Dick Short present. Prior to meeting being called to order, David Nelson submitted his resignation from the Board effective as of today. Also present: Administrative Secretary Kathleen Graham.

3. Minutes Approval: Motion made to approve by Cheryl Brennan with a 2nd by Jane Roix the August 10, 2020 minutes. All Board members in favor.

4. Discussion and Possible Action on 2019-2023 (5-Year) Strategic Plan:
   a) Donated Parcel – Dick met with Jack Bridge to review and obtain copies of design further refining park amenities. Jack provided invoices to be paid at next meeting. Graeagle Land and Water (GLW) has advised that tree removal on parcel is scheduled to take place either late fall or early winter. Overall Board discussion on project.
   b) Downtown Lighting – Upon further review of light placement, Dick has determined 11 lights will be sufficient to meet the need for evening lighting in the Graeagle park. Dick will pursue bid requests from additional vendors for lighting fixtures/poles/hangers. Additionally, bids will be sought for trenching/concrete bases/electrical work/installation of lights.
   c) Tennis/Pickleball Court Maintenance/Repair – Agenda item will be discussed at the next meeting.
   d) Foot Bridge – After discussions with Bastian Engineering, Dick suggested Board will need to have an addendum to the original consulting agreement with said firm for future work. Also will need to meet with California Department of Fish and Wildlife to discuss the potentially moving proposed bridge slightly downstream, resulting in a shorter bridge and abutment changes. Also want to confirm GLW understanding that any water/waste lines will be their responsibility. Dick will rewite the contract for Bastian Engineering.

5. Discussion and Possible Action on Temporary Restroom Facilities: After further discussion among Board on the Graeagle Merchants Association request for two-station restroom facilities in the downtown area, Jane Roix made a motion to approve on a monthly basis, restroom facilities with bi-weekly cleaning at $600.00 with a 2nd by Cheryl Brennan. All in favor.

6. Discussion on Mohawk Community Resource Center: Dick Short/Don Clark: Don advised the current Board Members that oversee the operations/scheduling/fund raising for the Mohawk Community Resource Center may dissolve as of August 31, 2020. GCSD Board discussed the possibility of taking on supporting services of the center. Annexation of the parcel where the

resource center is located was discussed. Jane Roix made a motion to follow up on the possibility of annexation of this parcel with a 2nd by Cheryl Brennan. All in favor.

7. New Business:
   a) Directors Reports: Dick and Jane advised they have discussed open Director position in community and have received interest. They will continue to pursue discussions.
   b) Secretary's Report
      1. Board Opening Notice – Secretary advised open Director position placed on Graeagle Park bulletin board and Post Office. Will update posting to reflect two positions open. Kathleen Graham, currently Administrative Secretary, will develop interview questions for applicants to fill Administrative Secretary position.
      2. Resolution 2020-004 A Resolution for Adoption of Teleconferencing Policy for GCSD moved to next meeting.
      3. 2019-2020 and 2020/2021 – Financials review moved to next meeting.
      4. Vendor Claims: Kathleen Graham Mileage and Supplies $85.56, Labor $255.00. Motion to approve vendor claims made by Jane Roix with 2nd by Cheryl Brennan. All in Favor.
      5. Next meeting date: Monday, August 24, 2020 at 11:00 AM Graeagle Park with proposed interviews by Dick Short and Kathleen Graham of Administrative Secretary candidates prior to meeting.

8. Motion to adjourn meeting at 12:24 PM by Cheryl Brennan with 2nd by Jane Roix. All in favor.

ACTION ITEMS:

Dick Short – Obtain land transfer cost estimate from law firm
Dick Short – Obtain cost estimate for trenching, concrete and electrical installation for park lighting
Dick Short – Obtain 14-point memorandum written to GLW by Dick on bridge project for file
Dick Short – Consulting Agreement on bridge with Bastian Engineering
Kathleen Graham – Update open Director posting to reflect two open positions
Kathleen Graham – Develop interview questions for Administrative Secretary position

ATTEST: _____
Richard Short, Director

ATTEST: _____
Kathleen Graham, GCSD Administrative Secretary