

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
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Minutes for Monthly Meeting September 21, 2020

1. Called to order at 11:00 PM by Director Dick Short.
2. Roll Call of Board Members – Cheryl Brennan, Jane Roix, and Dick Short present. Also present: Holly Johnson, John Grasso, Jim Reynolds, Dink Rife, Judy Porep-Lullo and Administrative Secretary Kathleen Graham.
3. Moved agenda item 7 after roll call to install successful candidates John Grasso and Jim Reynolds for Graeagle Community Service District (GCSD) open Director positions. Each read and signed the Oath of Office. Term for both positions 9/21/20 through 12/5/21.
4. Minutes Approval: Motion made to approve by Cheryl Brennan with a 2nd by Jane Roix the August 24, 2020 minutes. All Board members in favor.
5. Discussion and Possible Action on 2019-2023 (5-Year) Strategic Plan:
 - a) Donated Parcel – Dick gave brief overview. No additional actions at this time are required until land is deeded to GCSD.
 - b) Downtown Lighting – Dick gave brief overview so new Director’s understood project. Will be obtaining bids from two additional vendors for 11 light fixtures/poles/hangers. Additionally, vendors have been identified and bids will be sought for trenching/concrete bases/electrical work/installation of lights.
 - c) Tennis/Pickleball Court Maintenance/Repair – Dink Rife advised she identified vendors and is currently assisting Graeagle Land & Water (GLW) with scheduling court maintenance. GLW will pay for needed repairs/maintenance based on the Memorandum of Understanding (MOU) previously agreed upon by GCSD/GLW.
 - d) Foot Bridge – Dick gave brief overview. Currently status Bridge MOU updated to reflect GCSD will lead project efforts. GLW will be responsible for any water/sewage lines. An addendum to the original consulting agreement will be presented to Bastian Engineering. Topographic survey needs to be done. 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. Review of documents being conducted by legal firm. Access trails to the bridge will be completed by GLW within 30 days of completion of installation of bridge.
6. Discussion on Mohawk Community Resource Center (MCRC): Dick discussed LAFCO/GCSD sphere of influence and that the resource center serves the people of the GCSD district. GCSD to assume responsibility for administrative coverage, supplies, insurance, phones, and internet. Plumas County covers monthly rent and utilities. Jane Roix made a motion that GCSD retroactively back to

9/1/2020 take over responsibility to oversee MCRC operations to include financial obligations with a 2nd by Jim Reynolds. All in Favor.

7. New Business:

a) Directors Reports: None at this time.

b) Secretary's Report

1. Board Opening – Please note #3 above filling open Director positions. Administrative Secretary responsibilities for GCSD will be turned over and provided by Holly Johnson once trained. Holly will also continue to cover administrative duties for MCRC.
2. 2020/2021 – Financials reviewed. Dick advised that he is working with Bryan Hansen, CPA, to complete a study of GCSD financials in relationship to current/future projects.
3. Vendor Claims: Plumas Sanitation, Inc. \$687.55, Kathleen Graham Mileage and Supplies \$85.56, Kathleen Graham Labor \$555.00, Holly Johnson (MCRC) Labor \$742.95. Motion to approve vendor claims made by John Grasso with 2nd by Jane Roix. All in Favor.
4. Next meeting date: Monday, October 5, 2020 at 10:00 AM will move from Graeagle Park to the Mohawk Community Resource Center.

8. Motion to adjourn meeting at 12:52 PM by John Grasso with 2nd by Cheryl Brennan. All in favor.

ACTION ITEMS:

Dick Short – Obtain land transfer cost estimate from law firm

Dick Short – Obtain vendor bids for trenching, concrete and electrical installation for park lighting

Kathleen Graham – Obtain vendor names for park lighting and installation

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

Dick Short – Update consulting agreement on bridge with Bastian Engineering

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