

GREENHORN CREEK COMMUNITY SERVICES DISTRICT
MINUTES OF THE BOARD OF DIRECTORS
November 20, 2008

A meeting of the Board of Directors of the Greenhorn Creek Community Services District was held on November 20, 2008, at the Greenhorn fire station. Persons in attendance included:

Board Members: Susan Lake, Candy Miller, Roy Mills, Brian Morris
District Staff and Volunteers: Roy Carter, Susan Scarlett, Carl McDonald

1. Approval of Minutes

Upon a motion made by Candy Miller, seconded by Roy Mills, and unanimously approved, the minutes from the meeting of October 16, 2008, were approved as presented.

2. Public Comment Opportunity

There were no comments from the public.

3. Running Springs Extension

Roy Carter reported that he met with Plumas County Public Works Directors Bob Perreault regarding the extension of Running Springs Trail and the CSD's water system. The extension is being constructed by Ralph and Trish Wilburn, and Mr. Wilburn told Mr. Perreault that a civil engineer was preparing improvement plans for the road and water system. The CSD will review the plans when they are complete. Although the water line has already been installed, Mr. Carter reported that he observed the installation and the quality was higher than anything else in the Greenhorn system.

Mr. Wilburn explained that lot line adjustments had been used to reconfigure parcels from within the original Greenhorn subdivision into the same number of parcels, but new property had been included from outside the subdivision to create larger parcels. Questions were raised about appropriate road association dues from the old subdivision lots and the new property, but the board agreed those questions needed to be addressed by the Unit 1 Road Association.

4. Finance Report

Susan Scarlett presented the monthly financial report. As of November 20, Water Department revenue was \$51,563 and expenditures were \$51,439. Fire Department revenue was \$0 and expenditures were \$12,013. Cash on hand was \$260,102. In response to a question about reduced totals on the financial reports, Ms. Scarlett explained that some income and accounts payable had been rebooked back to the prior fiscal year.

Ms. Scarlett reported that Bob Johnson has completed his first day of work on the annual audit. The challenge in performing the CSD's first independent audit is

reconciling Plumas County's closing balances with the CSD's beginning balances, as well as reconciling the CSD's depreciation schedule with previous County reports to the State. A meeting is scheduled with the Plumas County Auditor to work on the reconciliation.

5. Road Maintenance

Mr. Carter reported that he met with the Unit 1 Road Association secretary and had received all of the records from Unit 1. Susan Scarlett was hired by Unit 1 to organize the records and enter account information into her computer system to get Unit 1 into the same state as Unit 2.

Brian Morris reported that Unit 2 was ready to enter into a road maintenance agreement as soon as Unit 1 and the CSD were ready. Once the agreement is executed, a letter will be sent to all lot owners informing them that the road associations have contracted with the CSD to administer road maintenance and providing new contact information for road maintenance issues or complaints.

6. Water System Report

Mr. Carter reported that water use was back to the normal winter level of 35,000 to 40,000 gallons per day.

Mr. Carter reported that he was continuing negotiations with Shaw Engineering and a contractor on the Phase 1 work. The current control system from Sierra Controls uses proprietary software, so the contractor is exploring options.

Mr. Carter reported that the bypass line that had been accelerated from the Phase 2 work had been completed and looked like it would be within budget. The remainder of the Phase 2 work is still estimated to cost about \$300,000, which means the CSD will need to add \$50,000 on top of the \$250,000 loan from USDA.

7. Fire Department Report

Carl McDonald reported that the Fire Department had responded to three calls, including two medical calls and one report of smoke. Work sponsored by the Plumas County FireSafe Council to reduce fuel loading on lots owned by the CSD will begin this month. Fire Department member Charlie Reed used donated wood to make cribbing that can be carried on the fire engines and used to stabilize vehicles or for emergency shoring. Three volunteers attended AED training at Plumas District Hospital, and three volunteers attended pump training in Graeagle. High-pressure fire hydrants are being painted with color coding as a safety measure for other fire departments that might respond to Greenhorn for mutual aid.

Fire Chief Ralph Wilburn informed the Board that he wanted to pass the chief's badge on to Carl McDonald. Chief Wilburn stated that there were a number of other demands on his time and that Mr. McDonald had been fully involved in the Fire Department for a long period of time.

Roy Carter informed the Board that he had discussed the appointment of a new fire chief with the fire department members and that he had appointed Carl McDonald as the new chief with the Fire Department's full support.

The Board members thanked Chief Wilburn for his many years of service to the Greenhorn community. Roy Carter expressed his gratitude and noted that Chief Wilburn had been with the Fire Department from the very beginning and the acquisition of its first fire engine.

8. Election of Officers

Nominations were opened for officers for 2009. Roy Mills nominated Susan Lake for President. Brian Morris nominated Candy Miller for Vice-President. Brian Morris offered to continue to serve as Secretary.

9. Adjournment

The meeting adjourned at 8:30 p.m. The next meeting is scheduled for Thursday, December 18, at 7:00 p.m.

I, Brian L. Morris, Secretary of the Board of Directors, certify that the foregoing minutes of the Greenhorn Creek Community Services District Board of Directors are correct as recorded.

/s/ Brian L. Morris

Brian L. Morris, Secretary