

TOPAZ RANCH ESTATES GENERAL IMPROVEMENT DISTRICT

Address: 1490 Albite Road, Arden Square, Suite 8, (Topaz Ranch Estates) Wellington, Nevada, 89444 / Telephone: 775.266.3000

PUBLIC NOTICE & MEETING AGENDA

DATE: APRIL 10, 2024

TIME: 6 P.M.

LOCATION: TOPAZ RANCH ESTATES COMMUNITY CENTER

3939 Carter Drive, Wellington, NV 89444

POSTING: Copies of the finalized agenda, were posted by 9:00 am on **Friday, April 5, 2023**, or before the third day prior to the meeting date at the direction of Alton Randall, TRE GID Secretary, in accordance with NRS Chapter 241 at the following locations: TREGID, 1490 Albite, #8, NEVADA TRADING COMPANY, 3900 Carter Dr., TOPAZ RANCH ESTATES COMMUNITY CENTER, and at PINION PINES REALTY, 1490 Albite, #6, <https://notice.nv.gov/>.

In accordance with Federal Civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at http://www.ascr.usda.gov/complaint_filing_cust.html and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1. Mail:** USDA Department of Agriculture
Office of the Assistant Secretary of Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410
- 2. FAX:** (202) 690-7442 or
- 3. Email:** program.intake@usda.gov

This institution is an equal opportunity provider and employer.

Agenda Items Supporting Documents: Copies of back-up materials used in the preparation of these agenda items are available by contact to our office in writing at the address and phone number above, OR by email directed to: TREGID2023@gmail.com copies are usually available in our office for pick up three business days prior to the board meeting.

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Notice to Persons with Disabilities: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call (775) 266-3000 in advance so that arrangements may be conveniently made.

Notice: Items on the agenda may be taken out of order; two or more agenda items may be combined for consideration; and items may be removed from the agenda or discussion relating thereto delayed at any time.

Public Comment: Public Comment may not be limited based on viewpoint. Speakers will be asked to limit remarks to 2 minutes, sign in for the record and speak from the podium. Public comment may be further limited due to time constraints. Public comment will be heard after Board Members and Staff are done speaking to an item, but before any Board action on the item. The Board is not required to respond to Public Comment.

ADMINISTRATIVE CALENDAR

The Administrative calendar will be handled as follows:

- (1.) The Chairman will read the agenda title in the public record.
- (2.) Staff will introduce the item and provide a report, if any.
- (3.) The applicant, if any, will have an opportunity to address the Board.
- (4.) The Board will then discuss the item. Once the Board and Staff have concluded their discussion, public comment will be allowed.
- (5.) Public comment is limited to two minutes per speaker.
- (6.) Once Public comment is completed, the Board may engage in additional discussion and may take action. On agenda items that are placed on the agenda "For Discussion Only" with no action listed, the Chairman may defer public comment to the end of the meeting.

AGENDA

1) **CALL MEETING TO ORDER** by _____ **TIME:** _____

2) **PLEDGE OF ALLEGIANCE** by _____

3) **ROLL CALL OF BOARD MEMBERS:**

4) **STAFF PRESENT:**

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5) INTRODUCTION OF GUESTS:

6) AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the **April 10, 2024**, Regular Meeting

Public Comment before Board Action:

7) MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the **March 13, 2024**, Regular Meeting.

Public Comment before Board Action:

8) PUBLIC COMMENT:

Not for Board Action: This portion of the meeting is open to the public to speak on any topic within the authority of the Board that is not on tonight's agenda. Speakers will be asked to limit remarks to 2 minutes, sign in for the record and speak from the podium. Public comment may be further limited due to time constraints. The Board will not take action. The Board is not required to respond to Public Comment.

CONSENT CALENDAR

A. For Possible Action: Bills Paid for:

1. Water Bills: \$ 39,542
2. Road Bills: \$ 27,324
3. Debt Service: \$ 16,953
4. Capital outlay: \$ 7,500
5. Water Projects: \$ 350,000

Open for public comment before Board action:

REPORTS

9) REPORTS: For Discussion Only:

- A. Treasurer's Report:
- B. Water Operator's Report:
- C. Road Report:
- D. Attorney's Report:
- E. Engineer's Report:

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F. FEMA Report:

10) AGENDA

(Any items removed from the Consent Calendar will be added and heard at this point.)

- 1. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** DC Parks and Rec have a presentation on updates to the Community Center.

Open for Public Comment before Board action:

- 2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Consider making DOM position (that Robert McVickers just filled) a salaried position. This position is currently paid at \$29.15 per hour; however, the current requirement of obtaining two (2) Board of Trustee member signatures every time OT is worked is not a good use of his time. As a Manager he should be able to work longer hours or shorter hours as the workload requires, and not have to clock in/out.

Open for Public Comment before Board action:

- 3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Annual Health Insurance Renewal. The Board needs to evaluate the plans, costs, and benefits for the upcoming year, which will be effective starting June 1, 2024. The Business Manager recommends that a plan is chosen that does not include the Health Savings Plan, as that is intended for High Deductible Plans which we have not been enrolling into over the past few years.

Open for Public Comment before Board action:

- 4. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Annual Liability and Workman's Compensation Policy Renewal.

Open for Public Comment before Board action:

- 5. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Consider going out to bids, the redesign/refresh of the TRE GID website.

Open for Public Comment before Board action:

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6. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Discontinue allowing cash as a form of payment for water transactions as of June 7, 2024. This action would strengthen the internal controls of the district.

Open for Public Comment before Board action:

7. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Submit for approval the 2024-25 Tentative Budget.

Open for Public Comment before Board action:

8. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Immediately hire up to four (4) seasonal workers for supporting the filling of potholes as soon as the temperatures permit. These individuals would be able to apply for a full-time position as they become available.

Open for Public Comment before Board action:

9. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review/clarify and possibly rewrite SR 25 6 regarding employee pay for regular scheduled weekend/holiday work, "Call in" hours for emergency work or snow plowing, etc.

Open for Public Comment before Board action:

10. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** SPB needs to be paid \$78 per hour for up to 32 hours (not including travel charges) in order to evaluate the distribution, for system routine maintenance and compliance issues, and to provide the District with a priority list. This would be up to \$3,200 and a one-time event.

Open for Public Comment before Board action:

11. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Immediately begin advertisement for bids on completing ditch cleaning and roadwork in the TRE GID boundaries, in addition to hiring seasonal workers.

Open for Public Comment before Board action:

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- 12. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review, select, and award a contract for tank washing and new overcoat of paint for tanks 2 and 5. This item is part of the 2020 Sanitary Survey mandated by BSDW and must be completed by 6.30.24.

Open for Public Comment before Board action:

- 13. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review, select, and award a contract for tank diving for tanks 2 and 5. This item is part of the 2020 Sanitary Survey mandated by BSDW and must be completed by 6.30.24.

Open for Public Comment before Board action:

- 14. For Discussion and Possible Action to approve with modifications or conditions, or deny;**

Discuss the potential for reapplication of ARPA funds to repair roads that are not within any upcoming FEMA obligated areas. There remains about \$1.2 M ARPA funds still available with the approval of Douglas County BOCC.

Open for Public Comment before Board action:

- 15. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approval of the emergency slope repair on Sandstone of \$9,000, which was not mentioned in the original motion of approved Agenda item from Sept 2023, but recorded as public safety concern per prior Board Member Akola.

Open for Public Comment before Board action:

- 16. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Amanda Deaton and Michael May request reimbursement of reestablishment fees, a copy of the TRE GID Standing Rules, a copy of the work order for the removal of the prior owner's meter at their property in May of 2019, and definitions of reestablishment and reconnection fees.

Open for Public Comment before Board action:

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11) **TRUSTEE'S REPORTS (if any, for Information Only):**

12) **PUBLIC COMMENT:**

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13) **ADJOURNMENT**

TIME: _____