

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: February 14, 2024

TIME: 6:00 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, February 9, 2024**, or before the third day prior to the meeting date at the direction of Sharon Becker, TRE GID Chairperson, 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 address the Board from the podium, sign in for the record and limit their remarks to 2 minutes. 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 **February 14, 2024**, Regular Meeting

Public Comment before Board Action:

7) MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the **January 10, 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. Public comment is limited to 2 minutes per speaker, and speakers will be asked to sign in for the record and address the Board 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 Discussion Only: Bills To be paid: **February 2024**

- | | |
|-----------------|----------|
| 1. Water Bills: | \$32,840 |
| 2. Road Bills: | \$20,560 |
| 3. Debt Service | \$16,953 |
| 4. Attorney | \$3,600 |

B. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Resolution for DOM job description approved by TREGID board on November 8, 2023.

C. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Resolution for Water Manager approved by TREGID board on November 8, 2023.

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- D. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Resolution for Late Payment Agreement by TREGID board on January 10, 2024.
- E. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the invoice from 3D Enterprises for \$1800. This is for the snow removal on February 4, 2024.
- F. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve a \$3 convenience fee for payments of water bills taken over the phone.

All Consent Agenda Items open for public comment before any 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:
 - 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:** Send a letter to the Douglas County Board of County Commissioners expressing opposition to the Board of County Commissioners assuming ex officio trustee status for the District, disputing certain factual representations made to the Commissioners and otherwise opposing ex officio trusteeship. As noted in NRS **318.264**, an objection to the petition may be withdrawn due to an objection of fraud or misrepresentation. (State of Nevada Legislation).

Open for Public Comment before Board action:

- 2. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Send a letter to the Douglas County Board of County Commissioners expressing concern and opposition to any effort by the Board of County Commissioners to dissolve the District or subject it to a merger or consolidation and disputing certain factual representations made to the Commissioners.

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NRS 318.490.3 If a majority of the members of the board of county commissioners of a county deems it to be in the best interests of the county and of a district with annual revenues of more than \$1,000,000 that was, on October 1, 2005, exercising powers pursuant to **NRS 318,140, 318.142, 318.144**, that the district be merged, consolidated or dissolved, the board of the county commissioners shall submit the question of the merger, consolidation or dissolution to the board of trustees of the district. If the board of trustees of the district, by resolution, does not agree to the merger, consolidation or dissolution within 90 days after the question was submitted to it, the district may not be merged, consolidated or dissolved.

Open for Public Comment before Board action:

- 3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Direct the District's legal counsel, Frank Flaherty, to work on behalf of the District on the County takeover.

Open for Public Comment before Board action:

- 4. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** The Trustees shall request the District's legal counsel to respond to the County's recent requests for financial information.

NRS 286.5233 Employment of a retired employee: Exception for reemployment of certain retired employees to fill positions for which critical labor shortage exists.

Open for Public Comment before Board action:

- 5. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the Grant Management Policy of the TREGID by the District Financial Department. **See attachment A.**

Open for Public Comment before Board action:

- 6. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Creation of an official Facebook page for public access and streaming the TREGID meetings.

Open for Public Comment before Board action:

- 7. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Select and hire Jennifer Schofield to serve as Part Time Accounts Receivable/Receptionist/Clerk.

Open for Public Comment before Board action:

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8. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Discuss the proration of overhead expenses for roads operations and water operations and adjust/modify the current proration between road expenses and water expenses.(DA)

This item was tabled from December 13,2023..

Open for Public Comment before Board action:

9. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Discuss the need to raise water rates and by how much. Raise the rates starting with the next water bill.(DA)

This item was tabled from December 13,2023.

Open for Public Comment before Board action:

10. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Reimburse customer \$1,860 for the difference between the “Re-establishment Service Fee” and the “Connecting Water Service Fee. (Jim Greyback)

Open for Public Comment before Board action:

11. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Water Meters: equipment installed, pulled, and changed more than once; meters are with property from day 1; understanding and accommodating customers for past mistakes; not charging customers for the error; and communication with residents on utilities and what is expected. (M. Deaton/ M. May)

Open for Public Comment:

12. **For Discussion Only:** Fix our roads. (Don Youmans)

Open for Public Comment:

- 11) **TRUSTEE’S REPORTS (if any, for Discussion Only):**

- 12) **PUBLIC COMMENT:**

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- 13) **ADJOURNMENT**

TIME: _____