

# 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 28, 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, February 23, 2024**, 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](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](mailto: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](mailto: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 sign in for the record, speak from the podium and limit 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.

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### 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.

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### AGENDA

1) **CALL MEETING TO ORDER** by \_\_\_\_\_ **TIME:** \_\_\_\_\_

2) **PLEDGE OF ALLEGIANCE** by \_\_\_\_\_

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

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4) **STAFF PRESENT:**

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### 5) INTRODUCTION OF GUESTS:

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### 6) AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the , **February 28, 2024**, Special Meeting

Open for Public Comment before Board Action:

### 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 sign in for the record, speak from the podium and limit remarks to 2 minutes. 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.

### 7) AGENDA

1. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Accept the resignation of David Akola as a Trustee of the TREGID board.

Open for Public Comment before Board action:

2. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Pay raise for Susie Hunt, TREGID clerk, of \$1.90 per hour.

Open for Public Comment before Board action:

3. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Hire Jennifer Schofield as part-time Bookkeeper for the TREGID. (This position is being offered to Ms. Schofield as part-time and may transition to full-time as needed in the future.

Open for Public Comment before Board action

4. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** To award the construction contract for Phase 2A Well 8 Construction (Drilling only) to Stonehouse Drilling Construction, LLC in the amount of \$373,275.00 and authorize a construction contingency up to \$30,000.00. (The Project is funded through USDA

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and State of Nevada Office of Financial Assistance. Approval authorizes the Chairman to sign all agreements and related documents required by USDA and the State for the well drilling project).

Open for Public Comment before Board action:

- 5. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve Amendment #2 for Shaw Engineering contract in the amount of \$38,000.00 for hydraulic modeling and additional mapping services. (Services are funded through USDA and the State of Nevada Office of Financial Assistance).

Open for Public Comment before Board action:

- 6. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Enter into a contract with SPB Utility Services, Inc. to provide the District with certified operations services for its water system, as required by state and federal law.

Open for Public Comment before Board action:

- 7. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Appointment of new trustee to vacant Board seat.

Open for 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 sign in for the record, speak from the podium and limit remarks to 2 minutes. Public comment may be further limited due to time constraints. The Board will not take action, nor is the Board required to respond to public comment.

**9) ADJOURNMENT**

**TIME:** \_\_\_\_\_