

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: June 12, 2024

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, June 7, 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/>.

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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 will be heard after Board Members and Staff are done speaking to an item, but before any Board action on the item. Public Comment may be further limited due to time constraints. 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 **June 12, 2024**, Regular Meeting

Public Comment before Board Action:

7) MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the **May 8, 2024**, Regular Meeting and the minutes of the **May 29, 2024** Special 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: June 2024

1. Water Bills: \$
2. Road Bills: \$
3. Bergkamp: \$
4. Debt Service \$

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:

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- 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.)

- A. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** The sale of Chevy Truck, non-working Case backhoe, Emulsion Kettle. This will be done by placing an advertisement for highest acceptable bid or auction or other method authorized by NRS 332.185 as determined by the Board and DOM.

Open for Public Comment before Board action:

- B. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve a contract for the non-FEMA road work utilizing road millings/grindings. Current contract Bid returned is Calbre. Attachment #1.

Open for Public Comment before Board action:

- C. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Modify or rescind Standing Rules 25.5.1.1 and 25.11.1.regarding drug testing and medical inquiries to ensure compliance with state and federal law. Attachment #2.

Open for Public Comment before Board Action.

- D. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Amend Standing Rule 22.3.7.1.1 - Add wording: This fee will be assessed annually beginning (month 2024 to be determined). Attachment #3.

Open for Public Comment before Board action.

- E. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the Liability and Workman's Compensation insurance. Attachment #4.

Open for Public Comment before Board action.

- F. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the design, cost and purchase of work clothing for employees. Attachment #5.

Open for Public Comment before Board action.

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- G. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the FEMA contract for road work. Attachment #6.

Open for Public Comment before Board action.

- H. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve new proposed wage schedule and yearly increases. Attachment #7.

Open for Public Comment before Board action.

- I. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve/Deny proposed wage increase for Jeff Dines. (Previously approved in January 2024 meeting).

Open for Public Comment before Board Actions

- J. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the hire of David Villalobos as seasonal part time labor.

Open for Public Comment before Board Actions

- K. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the hire of Cathi Consolo as part-time Bookkeeper. Application and Resume Attachment.

Open to Public Comment before Board actions

- L. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the hire of Carina Owens as part-time staff to cross train the Clerk and other District activities as deemed necessary to fully operate in compliance with regulatory agencies. Attachment #8.

Open to Public Comment before Board actions

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- M. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Renew a contract with Deborah Connors to continue the contracted business manager services as delineated in the contract. Attachment #9.

Open for Public Comment before Board action:

- N. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Customer Account 1735 desires a refund for water usage from the date of property purchase until customer established service.

Open for Public Comment before Board action:

- O. For Discussion Only:** Clean-up of 3870 Granite Way? Requested by Steve Oglesby.

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

12) PUBLIC COMMENT:

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13) ADJOURNMENT

TIME: _____