

TOPAZ RANCH ESTATES WATER COMPANY  
GENERAL IMPROVEMENT DISTRICT  
3924 CARTER WAY  
WELLINGTON, NV 89444  
8:00AM to 2:30PM  
(775) 266-3212 or 266-3000

"THIS INSTITUTION IS AN EQUAL OPPORTUNITY PROVIDER & EMPLOYER"

## REQUEST TO BE PLACED ON AGENDA

(PLEASE PRINT)

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

BEST TIME TO CONTACT: \_\_\_\_\_

NATURE OF BUSINESS: \_\_\_\_\_

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\_\_\_\_\_

RECEIPT VERIFICATION: \_\_\_\_\_  
INITIALS DATE TIME

**DISTRICT'S COMMENTS:** It is highly recommended that Requestor be present at the Board Meeting to relay his/her request. It is the Requestor's responsibility to calendar the event and attend. The Open Meeting Law can never force a public body to take action on any agenda topic. See AG File No. 00-018 (June 8, 2000). NRS 241.020(2)(c)(6)(III)(public body may remove an item from the agenda at any time or delay its discussion at any time.)

**DEADLINE FOR SUBMITTING PROPOSED AGENDA ITEMS TO THE SECRETARY OF THE BOARD IS SIX (6) WORKING DAYS PRIOR TO THE DAY A MEETING IS TO OCCUR, AND NOT LATER THAN 4:00 P.M. ON SUCH DAY. (TRE GID SR #3:10)**