

TOPAZ RANCH ESTATES GENERAL IMPROVEMENT DISTRICT

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

MEETING MINUTES

REGULAR MEETING MINUTES

DATE: Wednesday, April 10, 2024
TIME: 6:00 P.M.
LOCATION: TOPAZ RANCH ESTATES COMMUNITY CENTER
3939 Carter Drive, Wellington, NV 89444

Supporting material and the audio tape is available for public inspection at the TREGID office during regular business hours (8:00 a.m. to 4:00 a.m.), Monday through Friday, except legal holidays. Please make your request to the TRE GID office at the address and phone number above OR by email directed to: TREGID2023@gmail.com

- 1) **CALL MEETING TO ORDER:** Led by Chairperson Sharon Becker **TIME: 6:04 PM**
- 2) **PLEDGE OF ALLEGIANCE:** Led by Trustee Sharon Becker
- 3) **BOARD MEMBERS PRESENT:** Lisa Sandbo (Telephonic then dropped), Michael Tanner, Sharon Becker, Alton Randall, Jeff Burges
- 4) **STAFF MEMBERS PRESENT:** Mr. McVicker
- 5) **INTRODUCTION OF GUESTS:** Douglas County Parks Ryan Stanton
- 6) **AGENDA APPROVAL:** For Possible Action: Board action to approve the March 13, 2024 Agenda.

No Board Comments

Public Comment before Board Action: No Public comment.

Trustee Becker made a motion to approve the Agenda. Trustee Tanner seconded. Motion carried 4-0.

7) **MINUTES APPROVAL:**

For Possible Action: Board action to approve the minutes of the January 31, 2024 Special Meeting and February 14, 2024 Regular Meeting.

Board Comment: None

Public Comment before Board Action: None Applicable

Motion carried 4-0.

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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. The Board will not take action. The Board is not required to respond to Public Comment.

Dave Akola: Mr. Akola stated he Submitted an Agenda Item request and it was not placed on the final Agenda. The item was to discuss collusion of Board members with the GID attorney. He stated the GID attorney should resign. Trustee Becker advised Mr. Akola that the topic he wanted discussed was a Public Comment Item since it was not an actionable item.

Michael May: Mr. May stated he noticed an increase in Chlorine content in the water, He wanted to know why there was not public notification of this.

Sharon Ferris: Ms. Ferris heard the Bookkeeper position was "farmed out." It was explained to her that the GID did hire a contractor to perform the duties of the District Manager position.

Fred Farley: Mr. Farley wanted to know if Mr. Akola was able to still discuss his topic in Public Comment..

CONSENT CALENDAR

A. FOR DISCUSSION ONLY: Bills to be paid February 2024

- | | |
|--------------------|-----------|
| 1. Water Bills: | \$39,542 |
| 2. Road Bills: | \$27,324 |
| 3. Debt Service: | \$16,953 |
| 4. Capital Outlay: | \$7500 |
| 5. Water Projects: | \$350,000 |

Motion carried 4-0.

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REPORTS

9) **REPORTS:** For Discussion Only:

A. Treasurer's Report:

- a. See submitted report

B. Water Operator's Report:

- a. See Attached report given by Trustee Becker.

C. Road Report:

- a. Given by Trustee Becker

D. Attorney's Report:

- a. The modular building was removed

E. Engineer's Report: Given by Trustee Tanner

- a. Well was drilled, the pump test is pending

F. FEMA Report: Given by Trustee Tanner

- a. Three FEMA projects are obligated, but we are waiting for Douglas County to Re-lease funds to TRE GID. Douglas County claims they need training on how to handle the funds before releasing them.

Public Comment: None

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10) AGENDA

1. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** DC Parks and Rec presentation.
 - a. Ryan Stanton gave presentation. He revealed that there would be a splash pad placed at the park at County expense. Mr. Stanton also said plans were being made to install a pickleball court. The Douglas County Department of Emergency Management was also going to install an emergency generator at the community center.
2. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Converting the DOM position to a salaried position was brought up but tabled with a 4-0 vote pending further discussion with Mr. McVicker.

3. **For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Annual Health Insurance Renewal.

Board Discussion:

Trustee Tanner wanted to see a PERS proposal before proceeding with a vote. Trustee Becker said the current plan is going from 841 per month to 1026.

Trustee Becker Motioned to table. Trustee Randall Second the motion.

Motion carried 4-0

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

Same as above and tabled for May, 8 2024.

Motion carried 4-0

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

No public comment.

Board Discussion:

Trustee Becker proposed something user friendly at a cost of \$500 to design and \$35/hr to maintain.

Trustee Becker made motion. Trustee Tanner seconded. Motion carried 4-0

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. Open for public comment before board action.

Public Comment:

Michael May asked if there was a fee for using a card. Trustee Becker said there was only a fee for credit and not debit.

Larry Offenstein said there are a lot of people who only deal in cash.

Cynthia Sanchez stated the same

Fred Farley wanted to know all the new proposed possible payment methods.

Trustee Randall pointed out that the previous audit revealed there was a significant amount of cash lost/unaccounted for.

Michael May stated that taking cash out of the office is taking accountability out of the office.

Trustee Randall made the motion. Trustee Becker seconded. Motion carried 4-0.

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7. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approval of the 2024-2025 Tentative Budget

Board Discussion:

The Final Budget will require a Special Meeting on May 29, 2024. Trustee Becker made motion to approve Tentative Budget and schedule Final Budget Approval on May 29. Trustee Tanner seconded the motion.

Public Discussion:

Sharron Ferris expressed support for the timeliness of the budget

Fred Farley said that last year's budget was not done properly.

Motion carried 4-0

8. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Immediately hire 4 seasonal workers who could apply for full time positions as well.

Public Comment:

Jeffry Mehoves asked how many people are currently working the road. Mr. McVicker said there was only one.

Michael May wanted to ensure hired workers were qualified. It was explained to him that Mr. McVicker was aware of hiring requirements as the DOM.

Trustee Randall made motion. Trustee Tanner seconded motion. Motion Carried 4-0

9. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:

Clarification of SR25 6.7 through SR25 6.9 needed clarification to better define overtime rules, holiday pay, and compensation. Trustee Becker and Trustee Randall agreed to clarify rules and the Agenda Item was tabled with a vote of 4-0

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- 10. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Payment to SPB at a rate of \$78 per hour for up to 32 hours to evaluate the distribution system, routine maintenance, and compliance issues.

Trustee Becker related that SPB is acting as TRE GID's D2

Trustee Burgess made motion and Trustee Becker seconded the motion.

No Public Comment made.

Motion carried 4-0

- 11. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Begin accepting bids for pending jobs.

Trustee Becker said anything under \$50,000 does not require three bids.

Trustee Randall made motion. Trustee Becker seconded motion. No Public comment. Motion carried 4-0

- 12. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review, select and award contract for tank washing and new overcoat for tanks 2 and 5. This item is part of 2020 Sanitary Survey and must be completed by June 30, 2024.

Mr. McVicker spoke to this saying there 2 bids made so far, he was waiting for the 3rd. "MIT" quoted \$96,000 which included diving the tanks while Ranker quoted \$69,000 for painting only.

NOTE: This item was initially motioned to be tabled; however, the Board backtracked this motion because the next item in the Agenda was directly related to this Agenda item.

- 13. Agenda Item 13** related to approval to fund diving tanks 2 and 5. The motion was made by Trustee Becker to allow Mr. McVicker the discretion to use sound professional judgement in selection of the best bids for completing all required work as long as the cost did not exceed \$100,000. Trustee Randall seconded the motion,

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Public Comment:

Micheal May pointed out that the tanks are not actually getting paint but instead an epoxy.

Dave Akola said that the painting and cleaning was previously done; however, Trustee Becker pointed out to MR. Akola that he was referring to a different tank.

Motion carried 4-0

14. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Reapplication for ARPA funds.

Trustee Becker said the County is holding those funds pending litigation. Motion carried 4-0

15. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approval of \$9000 emergency repair to slope on Sandstone Dr. This item was named in a previous Board Meeting with two other immediately necessary repairs. The repair was done but the funding was not approved.

Public Comment:

Dave Akola said the job was done improperly, and not authorized. Mr. Akola accused Mr. Tanner of breaking the law by having the work conducted. Mr. Akola said he reported the matter to the AG office and DCSO.

Trustee Randall made motion to pass. Trustee Tanner seconded the motion. Motion Carried 4-0

16. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Amanda Deaton and Michal May requested reimbursement of re-establishment fees.

Michael May related that he did not believe he should be charged the re-establishment fee and that the County should be responsible for it.

The rules were explained to Mr. May and the TRE GID Business Manager communicated to the Board that Amanda Deaton was responsible for the fee.

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Trustee Reports:

Trustee Randall advised that the use of water funds could be used on roads through a loan from the water fund. He pointed out that the audit already revealed approximately \$175,000 that water fund owes the road fund because of a similar loan. This was something that was approved before. There are restrictions to this.

Public Comment:

Michael May said there was a road closure on March 20 that the public was not informed of. Mr. May was advised that prior public notice does not usually happen in an emergency.

ADJOURNMENT:

TIME: 9:46 PM

Motion to adjourn by Trustee Becker and seconded by Trustee Randall, carried 4-0.

Minutes submitted by Board Secretary Alton Randall.

A COMPLETE RECORDING OF THIS MEETINGS DISCUSSION CAN BE FOUND AT THE GID OFFICE