

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

DATE April 8, 2026

TIME: 6:00 p.m.

LOCATION: TOPAZ RANCH ESTATES COMMUNITY CENTER

3939 Carter Drive, Wellington, NV 89444

POSTING: Copies of the finalized agenda for the meeting were posted by 9:00 am on **Friday, April 3, 2026**, or before the third day prior to the meeting date at the direction of Cynthia Sanchez, 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/>.

Agenda Items Supporting Documents: Copies of back-up materials used in the preparation of the agenda items are available by contacting the GID office in writing at the address and phone number above, OR by email directed to: Cindyandfive@yahoo.com. Copies are usually available in our office for pick up three business days prior to the board meeting.

AGENDA

- 1) **CALL MEETING TO ORDER:** Trustee Becker 6:01 p.m.
- 2) **PLEDGE OF ALLEGIANCE:** Trustee Sanchez
- 3) **ROLL CALL OF BOARD MEMBERS:** Trustee Becker, Trustee Randall, Trustee Burgess, Trustee Tanner, and Trustee Sanchez
- 4) **INTRODUCTION OF STAFF PRESENT:** No staff
- 5) **INTRODUCTION OF GUESTS:** Liz Begovich, DART Supervisor, and Ryan Stanton discussed expansion of DART service to include new route serving Topaz and South County Residents.
- 6) **PUBLIC COMMENT:** None
- 7) **AGENDA AND MINUTES APPROVAL:**
 - A. **For Possible Action:** Board action to approve the Agenda for April 8, 2026, Regular Board Meeting.

Trustee Sanchez moved to approve, Trustee Burgess second, motion carried 5-0.
 - B. **For Possible Action:** Board action to approve the Minutes for March 11, 2026, Regular Board Meeting.

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8) CONSENT AGENDA:

A. For Possible Action: Bills to be paid for April 2026

Approve payment of bills as presented. Trustee Sanchez moved to table approval of bills paid until the Board's May meeting, Trustee Tanner second, motion carried 5-0.

9) For Discussion Only: REPORTS:

- i. Treasurer's Report. Preliminary budget for next month
- ii. Water Operator's Report and Road Report.

March 2026 - Water and Roads Reports

Water Operator's Report: Total gallons pumped March 1, 2026, through March 31, 2026, was 4,597,900 gallons. Well #1 produced 2,169,100 gallons and Well #7 produced 2,428,800 gallons. The total water sold for February was 2,617,526 gallons. AFA= 14.07

Leak repairs: 3-31-26– Leak @ TRD/Boulder, Main break, boil notice was posted and testing started.

General Maintenance and Testing: We have continued with general maintenance, SGS lab testing, regularly scheduled PRV vault inspection and pressure readings, vault checks and well maintenance.

PRV Vault inspections: Completed: 3/16/26

Water Sampling: Five DW samples were taken from the community 3/24/26. The samples chain of custody went to SGS in Reno for testing.

Wells #1 and 7 - March adjustments:

3/16/26 – Well #7, Cleaned quills, pump set @60/50

3/17/26 – Well #1, Cleaned quills, Pump set@ 60/70

3/19/26 – Well #7 – Pump set@ 60/45

3/23/26 – Well #7 – Replaced 1/2 chlorine barrel, Pump set@ 60/45

3/26/26 – Well #7 – Changed out the chlorine barrel, Pump set@ 60/50

3/30/26 – Well #7 – Pump set@ 60/55

Work in progress: CVG completed the abandonment project. RCAC / NRWA are working on a sustainability water cost survey. Meeting with Chris Facque in April to go over permits. Pump house skylight was repaired. The ERP, CCCP, Conservation plan, and VA manuals were completed. SSR was cancelled by NDEP, and hasn't been rescheduled yet.

Work Order Status:

High usage/leak check: 6

Disconnect for Non-payment: 1

Malfunction / Meter: 3

Customer request on/off: 3

Other: 2

Closing Escrow read: 3

7-Day Disconnect Warning: 39

Manual Rear Handheld: 1

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Disconnect due to pass due: 2
Unread meter - Manual Read: 4
Leak at meter box: 2
Service line leak: 1
Verify flex net ID: 1
Leak reported by customer: 1
Drive by manual reads: 2
High pressure: 1
Meter readings in 100's or 1000's: 1
Re-install meter per owner: 1
Sand in the water: 1

March 2026 - Road Report:

Work in progress and completed:

Pot hole repairs with the Berg Kamp have continued throughout the community. Ditch work has is also continuing.

Equipment Mechanic: I'm going to have them diagnosis the backhoe issues and determined if it makes sense to repair it or just replace it. I'm also working with them on some budgetary pricing that will consist of priority work, monthly, and an annual basis. This will also include a maintenance plan for the generators at BS 1, 2, and the yard.

Equipment and fuel logs: Continuing to do per-op inspections and all logs.

Equipment maintenance: Cleaning the Equipment at regular intervals, vehicle and equipment filters and oil changes as required. The F350 repairs were completed.

Safety: OSHA tail gate safety meetings have been performed weekly thru the month January. **3/4/26, 3/11/26, 3/18/26, 3/25/26.**

February 2026 - Water and Roads Reports

Water Operator's Report: Total gallons pumped February 1, 2026, through February 29, 2026, was 4,482,700 gallons. Well #1 produced 2,470,100 gallons and Well #6 produced 2,012,600 gallons. The total water sold for February was 4,587,587 gallons. AFA= 13.72.

Leak repairs: 2/17/26 – Leak @ Sandstone/Granite – Service line.

General Maintenance and Testing: We have continued with general maintenance, SGS lab testing, regularly scheduled PRV vault inspection and pressure readings, vault checks and well maintenance.

PRV Vault inspections: Completed: 2/9/26

Water Sampling: Five DW samples were taken from the community 2/27/26. The samples chain of custody went to SGS in Reno for testing.

Wells #1 and 6 - February adjustments:

2/3/26 – Well #6, Change chlorine barrel, pump set @60/50

2/4/26 – Well #6, Pump set@ 60/45

2/6/26 – Well #1 - Replaced the chlorine pump with rebuilt pump – set@ 60/60

2/6/26 – Well #1 - Cleaned quill

2/6/26 – Well #6 – Pump set@ 60/35

2/10/26 – Well #1 – Pump set@ 60/65

2/17/26 – Well #6 – Changed chlorine barrel

2/19/26 – Well #6 – Pump set@ 60/40

2/20/26 – Well #1 – Pump set@ 60/70

2/24/26 – Well #1 – Changed chlorine barrel

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2/25/26 – Well #6 – Pump set@ 60/45

2/26/26 – Well #6 – Pump set@ 60/50

Well #8 Project: Continued installing drive by radios on meters. Warranty inspection with Shaw and USDA completed 2/25/26.

Work in progress: RCAC / NRWA are working on a sustainability water cost survey. We are working with Shaw to complete the 2020 and 2023 SSR. Working with RCAC (Marianne Denton) on updating procedure manuals required by BSDW / NDEP every five years. BSDW / NDEP issued a non-compliance letter concerning the high pressure event in October. The drop down for the main water line was required to allow for the increased size culverts on Zeolite. We were required to provide engineered stamped drawings for the ARV's and water main drop down and submit to BSDW / NDEP. Shaw completed 2/18/26. The GID will post or send out the letter to the community by March 13, 2026. BSDW / NDEP also notified the GID that well #6 hadn't been tested as required. SPB has claimed they were told well #6 was not operational. There is some confusion with the ID of well #6. BSDW / NDEP has a different ID (well #07). We are currently working on the issue.

Permits: Fee's for 92905, 92907, and 92908 were paid per Bills.com (Bobbie). I haven't received confirmation of payment yet. I talked with Chris and he was going investigate. I'm still waiting for his response.

Work Order Status:

High usage/leak check: 5

Check water pressure: 1

Malfunction / Meter: 6

Customer request on/off: 1

Manual read Sensus: 1

Leak at meter box: 1

Service line leak: 2

Drive by manual reads: 3

Suspicious tampering of meter: 1

Verify if meter in pit: 1

Reinstall meter owner paid: 2

Verify meter number:

iii. Attorney's Report. None

iv. Engineer's Report. None

v. FEMA report. Trustee Tanner states FEMA reimbursement tied up due to Government shutdown.

10) ADMINISTRATIVE AGENDA

A. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve the hiring of an equipment mechanic for budgetary/priority equipment repairs.

Trustee Becker moved to table the item pending further review, Trustee Sanchez second, motion carried 5-0.

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- B. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve a 3% increase for Justice Thomas Lamb (seasonal employee). His current wage is \$16 per hour.

Trustee Tanner moved to approve, Trustee Sanchez second, motion carried 5-0.

- C. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review and Approve contract extension with the SPB Utility Services.

This item was removed from the Agenda.

- D. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approval of road mix needed for ongoing road repair not exceeding \$16,000 nor more than allowed by the 2025-26 annual budget. This is Contingent on verification of the remaining budget for Road mix for 20205-26 budget.

Trustee Randall moved to approve, Trustee Tanner second, motion carried 5-0.

- E. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Review tentative 2026-2027 budget and make changes as needed.

Trustee Becker moved to adopt the tentative budget, Trustee Randal second, motion carried 5-0.

- F. For Discussion Only:** Annual Road and Drainage Plan as related to the 2026-27 annual budget.

11)TRUSTEE REPORTS: Trustee Randall discussed Annual Road Report. The priorities have been water as to date. Rob McVicker wants to prioritize the worst roads first. We are a 2-man crew and a seasonal employee. Water is a priority also. Our equipment is outdated and needs maintenance. Discussion in May increasing water rates.

12)PUBLIC COMMENT: None.

13)ADJOURNMENT: 8:17 P.M.

Prepared by Cynthia Sanchez: