

**TOPAZ RANCH ESTATES GENERAL IMPROVEMENT DISTRICT  
AND  
TOPAZ RANCH ESTATES WATER COMPANY**

Address: 3924 Carter Drive, Wellington, Nevada, 89444 / Telephone: 775.266.3000

**MEETING MINUTES**

**REGULAR MEETING MINUTES**

**DATE:** AUGUST 12, 2020  
**TIME:** 6:00 P.M.  
**LOCATION:** ZOOM CONFERENCE

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 TREGID office at the address and phone number above OR by email directed to: [wendytregid@gmail.com](mailto:wendytregid@gmail.com)

**CALL MEETING TO ORDER:** Led by Chairman, Larry Offenstein **TIME: 6:03 p.m.**  
**PLEDGE OF ALLEGIANCE:** ZOOM Meeting, no flag  
**BOARD MEMBERS PRESENT:** Larry Offenstein, Wendy Francis, Gordon Gray.  
Mark Bradshaw and Brandon Taylor

**STAFF MEMBERS PRESENT:** Trevor Smith and Ashley Martin

**INTRODUCTION OF GUESTS:** Cody Black, Shaw Engineering

**AGENDA APPROVAL: For Possible Action:** Board action to approve the August 12, 2020 Agenda.

**Public Comment:** No Public comment. Gordon Gray made a motion to approve the August 12, 2020. Wendy Francis seconded. Motion carried 5-0.

**MINUTES APPROVAL: For Possible Action:** Board action to approve the Minutes of the July 8, 2020 Regular Board Meeting.

Board Action: No public comment: Gordon Gray made a motion to approve the Minutes of the July 8, 2020 Regular Board Meeting. Brandon Taylor seconded. Motion carried 4-0. Mark Bradshaw abstained.

**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 two (2) minutes per speaker, and speakers will be asked to sign in for the record. The Board will not act. No public comment.

**CONSENT CALENDAR**

**CORRESPONDENCE:**

For Possible Action: Bills to be Paid for: July 2020

1. Water Bills: \$ 41,852.66
2. Road Bills: \$ 14,480.96

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Open for public comment before Board action: Dave Akola asked what the budget cycle is. Ashley Martin explained the budget cycle is from July 1, 2020 to June 30, 2021. Dave stated there is not enough money to pay for the truck and the District will run out of road monies. Ashley explained the monies for the truck have already been set aside in the Equipment Set-Aside Fund (TREGEQ) for several years and there is enough in the Fund to fund the truck. Wendy Francis asked Ashley to add a line item to the Bills to be Paid to show the monthly truck payment, so there would not be any confusion. No other public comment. Gordon Gray made a motion to approve the Consent Calendar. Mark Bradshaw seconded. Motion carried 5-0.

**REPORTS**

**REPORTS – For Discussion:**

- A. Treasurer’s Report: Nothing to report.
- B. Water Operator’s Report: Inland Potable Services completed the tank inspections.
- C. Road Report: Patching potholes using the new Bergkamp.
- D. Attorney’s Report: Not present
- E. Engineer’s Report: Cody reported on the SRF and possible funding for mapping.

**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, comment will be allowed.
- (5.) Public comment will be allowed and is limited to two minutes per speaker.
- (6.) Once Public comment is completed, the Board will then ask any follow-up questions and take action. On agenda items that are placed on the agenda “For Discussion Only” with no action listed, public comment is not legally required and must be made when the Chairman calls for public comment on the item discussed.

**AGENDA**

*Any items removed **ADMINISTRATIVE** from the Consent Calendar will be added and heard at this point.)*

- 1. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the request from Berry Ferguson to move the water meter box from the middle of his driveway to the side of the property. bf

Open for Public Comment, no Board action: Trevor explained the meter box is in the middle of the customers driveway and needed to be moved to the side of the driveway. Dave Akola asked who was going to pay and Trevor stated the GID would pay. No further public comments. Gordon Gray made a motion to approve the request from Berry Ferguson to move the water meter box from the middle of his driveway to the side of the property. Wendy Francis seconded. Motion carried 5-0.

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2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve a request from Kathleen McKee to increase the water pressure to her new home. km

Open for Public Comment before Board action: Trevor explained that the customer placed a new manufacture home up the hill from an older one and needed water pressure. The customer is aware that she will have to pay for the connection. The Board decided this is not a Board action and Trevor will take care of it.

3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve Shaw Engineering Agreement of Proposal for engineering services for Well 1 rehabilitation and booster stations 1 and 2 backup power. Not to exceed \$72,800.00. ts

Open for Public Comment before Board action: Cody explained the funds are part of the remaining USDA funds. No public comment. Gordon Gray made a motion to approve Shaw Engineering Agreement of Proposal for engineering services for Well 1 rehabilitation and booster stations 1 and 2 backup power. Not to exceed \$72,800.00. Wendy Francis seconded. Motion carried 5-0.

4. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the Proposal for Engineering Services from Shaw Engineering to allow Shaw Engineering and McGinley and Associates (hydrogeologist and environmental consultant) to begin work on the Preliminary Engineering Report. Update and Environmental Review for the drilling of a reliable redundant well. Not to exceed \$93,720.00. ts

Open for Public Comment before Board action: No public comment. Cody explained this is a new grant approved by the SRF. Gordon Gray made a motion to approve the Proposal for Engineering Services from Shaw Engineering to allow Shaw Engineering and McGinley and Associates (hydrogeologist and environmental consultant) to begin work on the Preliminary Engineering Report. Update and Environmental Review for the drilling of a reliable redundant well. Not to exceed \$93,720.00. Mark Bradshaw seconded. Motion carried 5-0.

5. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve an amendment to SR 25 7.1.6 to clarify the job description for Water Operator 1. ts

Open for Public Comment before Board action: Trevor explained the job description needs to include possessing a Water Distribution 1 license issued by the State of Nevada. No public comment. Gordon Gray made a motion to approve an amendment to SR 25 7.1.6 to clarify the job description for Water Operator 1 to include possessing a Water Distribution Operator 1 license issued by the State of Nevada. Mark Bradshaw seconded.

6. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve an amendment to SR25 7.1.7 to clarify the job description for Operator in Training. ts

Open for Public Comment before Board action: It was discussed the OIT has 2 years to pass the Water Operator 1 test. Sparky asked how many Water Operators the District can have. He was told all employees can be Water Operators if the District can afford to pay them. No further public comments. Gordon Gray made a motion to approve an amendment to SR25 7.1.7 to clarify the job description for Operator in Training. Mark Bradshaw seconded. Motion carried 5-0.

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**PUBLIC COMMENT:**

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**TRUSTEES' REPORTS.** None

**ADJOURNMENT:** Gordon Gray made a motion to adjourn. Mark Bradshaw seconded. Motion carried 5-0  
**Time: 7:16 pm**

Minutes submitted by Board Secretary, Wendy Francis

DRAFT