

# 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, August 9, 2023  
**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](mailto:TREGID2023@gmail.com)

- 1) **CALL MEETING TO ORDER:** Led by Vice Chairman Dave Akola **TIME: 6:02 PM**
- 2) **PLEDGE OF ALLEGIANCE:** Led by Vice Chairman Dave Akola
- 3) **BOARD MEMBERS PRESENT:** Dave Akola, Lisa Sandbo, Michael Tanner, and Kaitlyn Insell
- 4) **STAFF MEMBERS PRESENT:** Jeff Dines, Larry Hathcock, Ike Madrid
- 5) **INTRODUCTION OF GUESTS:**
- 6) **AGENDA APPROVAL:** For Possible Action: Board action to approve the **August 9, 2023**, Agenda.

Kaitlyn Insell made a motion to approve the Agenda for the **August 9, 2023**, Regular Meeting. Lisa Sandbo seconded. Motion carried 4-0.

- 7) **MINUTES APPROVAL:** For Possible Action: Board action to approve the **July 12, 2023**, Meeting Minutes.

Kaitlyn Insell made a motion to approve the Minutes of the July 12, 2023, Regular Board Meeting. Lisa Sandbo seconded. Motion carried 4-0.

- 8) **PUBLIC COMMENT:**
  - a. Sharon Becker – spoke about the recall petition of one of the Board members. Spoke about hostile work environment and bullying within the office with current / previous employees.
  - b. Lannette Miller – the culvert on the west side of Topaz Ranch Rd, there has been dirt dumped which has blocked the culvert pipe and on the other side there is a 3-foot drop ditch that has become a danger to the community.

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### CONSENT CALENDAR

#### **A. For Possible Action:** Bills Paid for: **July 2023**

1. Water Bills:       \$
2. Road Bills:        \$
3. Bergkamp:         \$

**No Billing Information Provided:** Lisa Sandbo reported that final adjustments were being made to the June numbers and would be presented at the September meeting, and that regular monthly reports would resume at the October meeting.

### REPORTS

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

- A. Treasurer's Report: Lisa Sandbo – we are currently getting all the audit information to the auditor so that we are not late for the audit for this year.
- B. Water Operator's Report: **NO REPORT GIVEN**
- C. Road Report: **NO REPORT GIVEN**
- D. Attorney's Report: **NO REPORT GIVEN**
- E. Engineer's Report: **NO REPORT GIVEN**
- F. FEMA Report: **NO REPORT GIVEN**

#### **10) AGENDA**

##### **1. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:**

Park Ranch Holdings' request to amend the existing, conditional will-serve will serve letter dated March 9, 2016, by removing the requirement that Park Ranch provide its own water.

Rob Anderson presented the request and addressed questions from the Board and community.

- a. Mike Tanner – asked if the previous board had any inclination as to how large the development would be?
  - i. Rob Anderson answered that the master plan has been in place since 1996.

Open for Public Comment before Board action:

- a. Vince Nigra – you have to serve the district with a will serve letter by law? Is there a way to convert your agricultural water rights to residential water rights?

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- i. Rob Anderson – there is a formula to convert it
- b. Lenore Strome – we are not using  $\frac{3}{4}$  of our water rights, so those people who have bought but haven't built yet where will their water come from if this development goes in?
  - i. Rob Anderson – these homes have been accounted for in the numbers that were in the will serve letter.
- c. Brian Phelps – how many acre feet are you using right now for agricultural use?
  - i. David Parks – we are permitted to use 1800-acre feet per year.
- d. John Hatcher – are you going to continue running your full agricultural production as well as the housing development?
  - i. David Park – the answer to that is potentially, the development is conceptual right now, if there is enough space to do both we may do both.

Many members of the community expressed concern over the effect that this new development would have on Topaz Ranch Estates' community. Mark Forsberg and Rob Anderson answered all questions asked by Board members and / or community members.

Dave Akola made a motion to deny the request for the modification of the will serve letter. Kaitlyn Insell seconded the motion. Motion failed 1 – 3.

Mike Tanner made a motion to approve the requested modification to the will serve letter. Motion carried 3 – 1.

### **2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:**

REMOVED AGENDA ITEM - Starting immediately all employees will use the biometric time system that has been in the office for months. - MT / LS

**Mike Tanner asked to remove this agenda item, and the Board agreed.**

### **3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:**

To approve acting DOM pay for Larry Hathcock starting July 19, 2023 until a DOM is hired. Starting pay for DOM is \$27.83. LH

Larry Hathcock and Mike Tanner spoke to this item. Public comment was made in regard to this agenda item by Larry Offenstien and Nancy Clark.

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Mike Tanner made a motion to approve acting DOM pay for Larry Hathcock starting 7/19/2023 at a rate of \$27.83 until a full time DOM is hired or Larry Hathcock is able to take over the DOM job completely. Lisa Sandbo seconded the motion. Motion carried 3 - 1

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

To approve Ike Madrid for the position of Seasonal Laborer. KI

Lisa Sandbo made a motion to ratify the hiring of Ike Madrid for the seasonal laborer position. Mike Tanner seconded the motion. Motion carried 4 – 0

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

To address the road closure at Topaz Ranch and Ballman Way that has existed in excess of 3 months, is the problem a broken hydrant line or natural spring? Hire a competent engineering firm to get it fixed now. Install proper piping on either side of the road to divert the drainage and hire a company like Granite to repair the road before Pine Nut collapses also – it is against the law to landlock property owners. You are facing class action lawsuits should this situation continue. Mark and Margret Pascus

Margret Pascus – this has been a problem since March, we keep getting told that things are being tested, that things are going to be figured out, etc., meanwhile the issue is persisting and nothing is getting done.

Mike Tanner – on Monday we will be shutting the water off to see if it diminishes the flow, all aspects are pointing to it being an underground spring.

Kelly Beshwate – I know the people that lived there back in 1992, she said that there is an underground spring there, it flooded so badly that if you were to try to cross it with your car the water would run in.

Open for Public Comment:

- a. Patricia McGee – they are trying to fix it; they dump rocks and gravel and the problem just moves down and bubbles up in another place.

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## MEETING MINUTES

### Changed to For Discussion Only

#### 6. For Discussion Only:

Open meeting law violations July 2023 trustee meeting as well as others. Sharon Becker

Sharon Becker – in the July 2023 meeting there was paperwork passed back and forth between the Treasurer and the former Chairman. This paperwork was not shared prior to the meeting with any other Board member and was only known to two of the Board members. This is a violation of the open meeting law because not only did the Board members not all have this information at least 3 days prior to the meeting but also the public was not privy to it in order to make proper public comment.

Open for Public Comment: public comment was made

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

Presentation of discussion with Douglas County staff and elected officials on August 4, 2023 regarding a brainstorming session to discuss funding of the 25% matching funds required by FEMA to address the flood damage from the March storm events. DA

Dave Akola – Mike Tanner and I met with Jennifer Davidson, Terri Willoughby and Mark Gardner to discuss FEMA and how the County can help us. This was a brainstorming discussion. I indicated the TRE GID does not have the funding to be able to ever fix the road and drainage. When asked how we were going to come up with the 25% for FEMA, we would be hard pressed to come up with \$50,000 let alone the 25% for the \$6 to \$7 million of TRE's projected costs for repairs.

Open for Public Comment before Board action:

- a. Sue Bowlin – what would it take for the County to take over the TRE GID/Water?
  - a. Mike Tanner – I spoke with the County Manager and the CFO, is there any way that you can throw out an estimate? Either way our water rates are going to have to go up, we are losing more money every month, they offered to come up with an estimate of roughly how much our bills would go up under their service.

### Changed to Discussion Only

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

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Implement mandatory use of time clock already installed. MT

**Mike Tanner requested removal of this agenda item, and the Board agreed.**

### **Changed to Discussion Only**

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

Adjust the hours the office is open. MT

Mike Tanner – could we have a bookkeeper and a clerk or part time person to streamline and save some money if possible.

Open for Public Comment: Public comment was made in regard to saving money and changing the hours of the office by many members of the public.

- a. Sharon Becker – one of the suggestions is for the office personnel right now to track the times / days that are the busiest?

### **Changed to Discussion Only.**

- 10. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:**

Adjust the hours required for the Bookkeeper / Clerk position. DA

### **Changed to Discussion Only.**

- 11. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:**

Advertise and conduct interviews for District Operations Manager, Bookkeeper / Clerk, and lead worker positions. MT

Mike Tanner – we have discussed and have ads running right now for these positions.

Open for Public Comment:

- a. Sharon Becker – we should have more information (what is required, what we are looking for, etc.) on the job description.

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### Changed to Discussion Only.

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

After interviews have HR do background checks and drug testing for the preferred candidates. DA

Dave Akola – this is required by our standing rules.

### Changed to Discussion Only.

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

Issue temporary emergency contracts to fill vacant positions for up to 90 days until permanent employees are found. MT

Mike Tanner – this has been done, we have hired Cam McKay, a temp clerk, and an overhead bookkeeper on emergency 30-day contracts (30-days at a time).

### Changed to Discussion Only.

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

Seek and select interested resident to serve the remaining term for Brandon Taylor's Trustee position. MT

Open for Public Comment: Public comment was made, and information was given by the GID attorney as to how we are to proceed with filling the vacant position.

### Changed to Discussion Only.

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

Determine date for a Special Meeting to vote on new hires and / or fill the vacant Trustee position. DA

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Dave Akola – discuss a time / date as to when we can accept Brandon Taylor’s resignation and appoint a new board member to fill the vacant position.

#### **Changed to Discussion Only.**

#### **11)TRUSTEES’ REPORTS.**

Mike Tanner – FEMA report : 2 of the 6 projects are complete, it looks like we have about \$15,000 coming our way (after the 25%), we just turned in debris and minor damage to the tune of about \$8,000, we have a road repair north project and south project, Dave Akola and I went out many days with the County inspector and they put down GEO pins and it is all done and submitted.

**12)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** None.

**13)ADJOURNMENT:** Mike Tanner made a motion to adjourn. Dave Akola seconded. Motion carried 4-0.

**TIME: 9:29 PM**

Minutes submitted by Board Secretary Kaitlyn Insell

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