

**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:** DECEMBER 9, 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)

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**CALL MEETING TO ORDER:** Led by Chairman, Larry Offenstein **TIME: 6:01 p.m.**  
**PLEDGE OF ALLEGIANCE:** ZOOM Meeting, no flag  
**BOARD MEMBERS PRESENT:** Larry Offenstein, Wendy Francis, Mark Bradshaw, Brandon Taylor and Gordon Gray.

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

**INTRODUCTION OF GUESTS:** Cody Black, Shaw Engineering, Paul Tibma, VT Accounting

**AGENDA APPROVAL: For Possible Action:** Board action to approve the December 9, 2020 Agenda.

**Public Comment:** No Public comment. Gordon Gray made a motion to approve the December 9, 2020. Mark Bradshaw seconded. Motion carried 5-0.

**MINUTES APPROVAL: For Possible Action:** Board action to approve the Minutes of the November 12, 2020 Regular Board Meeting.

**Board Action:** No public comment: Mark Bradshaw made a motion to approve the Minutes of the November 12, 2020 Regular Board Meeting. Wendy Francis seconded. Gordon Gray abstained. Motion carried 4-0.

**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.

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**CONSENT CALENDAR**

**CORRESPONDENCE:**

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

1. Water Bills: \$ 59,348.72
2. Road Bills: \$ 18,378.62
3. USDA/Bergkamp: \$ 2,122.00

Open for public comment before Board action: No public comment. Gordon Gray made a motion to approve the Consent Calendar. Mark Bradshaw seconded. Motion carried 5-0.

**REPORTS**

**REPORTS – For Discussion:**

Treasurer's Report: Nothing to report.

Water Operator's Report: General maintenance. All five routine bacteriological water samples came back negative. Inland Potable Services, Inc has planned for repairs for tank #1 to be completed on December 13, 2020.

McGinley & Associates is continuing work on the PER and ER for the district.

Road Report: Patching potholes using the new Bergkamp. Replace signs.

Attorney's Report: Not present

Engineer's Report: Agenda item. Bid opening for Well #1 Building rehab is scheduled for January 5, 2021 and bids are due January 12, 2021. A special Board meeting will be scheduled January 27, 2021 to select a contractor.

**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.

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**AGENDA**

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

1. For Discussion Only: Audit presentation by Paul Tibma of VT Accounting Associates. pt

Open for public action. Not Board action. Paul Tibma of VT Accounting Associates gave an overview of the District Audit. All was in compliance. No public comment.

2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the Financial Statements prepared by VT Accounting Associates for the year ended June 30, 2020. am

Open for public comment before Board action. No public comment. Mark Bradshaw made a motion to approve the Financial Statements prepared by VT Accounting Associates for the year ended June 30, 2020. Gordon Gray seconded. Motion carried 5-0.

3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve how the choice will be made on which new Trustees will get the 4-year terms and the 2-year term. wf

Open for public comment, before Board action: Wendy Francis said the Board needed to decide which Trustees would have the 4-year terms and the 2-year term. She stated Dena from the County said some entities drew straws or cards, some used whoever received the highest electoral votes to receive the 4-year terms. Wendy also stated she contacted GRGID and Indian Hills GID. Only Indian Hills GID has had this issue and used the electoral votes to decide. Larry Offenstein suggested the person that already served the 2-year term to serve the remaining 2-year term. There was no other Board comment. Steve Mitchell suggested the will of the people and the highest vote getters for the 4-year terms. There was not other public comment. Wendy Francis made a motion to approve the highest votes at the election to serve the 4-year terms, Dave Akola, and Brandon Taylor. Mike Clark will serve the 2-year term. Motion carried 3-0. Mark Bradshaw and Gordon Gray 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 2 minutes per speaker, and speakers will be asked to sign in for the record. The Board will not act. No public comment.

**TRUSTEES' REPORTS.** Larry Offenstein said it has been a pleasure to serve on the Board.

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

**Time: 6:31 pm**

Minutes submitted by Board Secretary, Wendy Francis