

**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:** FEBRUARY 10, 2021  
**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 Brandon Taylor **TIME: 6:01 p.m.**  
**PLEDGE OF ALLEGIANCE:** ZOOM Meeting, no flag.

**BOARD MEMBERS PRESENT:** Dave Akola, Wendy Francis, Mark Bradshaw, Brandon Taylor and Mike Clark

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

**INTRODUCTION OF GUESTS:** Mike Rowe, Legal Counsel for the District.

**AGENDA APPROVAL: For Possible Action:** Board action to approve the February 10, 2021 Agenda.

**Public Comment:** No Public comment. Mark Bradshaw made a motion to approve the February 10, 2021. Dave Akola seconded. Motion carried 5-0.

**MINUTES APPROVAL: For Possible Action:** Board action to approve the Minutes of the January 13, 2021 Regular Board Meeting.

Board Action: No public comment: Mark Bradshaw made a motion to approve the Minutes of the January 13, 2021 Regular Board Meeting. Wendy Francis seconded. Motion carried 5-0.

For Possible Action: Board action to approve the minutes of the January 27, 2021 Special meeting.

Board Action: No public comment: Mark Bradshaw made a motion to approve the Minutes of the January 27, 2021 Special meeting. Dave Akola seconded. Motion carried 5-0.

**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 take action. No public comment.

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**CONSENT CALENDAR**

**CORRESPONDENCE:**

For Possible Action: Bills to be Paid for: January 2021

1. Water Bills: \$ 20,556.64
2. Road Bills: \$ 2,385.90
3. USDA/Bergkamp: \$ 2,122.00
- 4.

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

**REPORTS**

**REPORTS – For Discussion:**

Treasurer's Report: Nothing to report.

**Water Operator's Report:** All five routine bacteriological water samples on January 13, 2021 came back negative for total coliforms. General maintenance. The Notice to Proceed on the new Well 1 building will be in a couple of weeks.

**Road Report:** Snow removal. Patching will continue as weather conditions permit. Ditch work.

**Attorney's Report:** Agenda item

**Engineer's Report:** Not present

**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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## MEETING MINUTES

### 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 general counsel's Summary of Claims. Per NRS 41.0385 general counsel must submit a Summary of Claims made against the District for tortious conduct during the preceding calendar year, on or before February 1. General Counsel has received no information from the insurance carrier or the District regarding any claims. mr

Open for Public Comment no Board action: Mike Rowe stated the District has a good report. This is required yearly. No public comment. Mark Bradshaw made a motion to approve general counsel's Summary of Claims. Per NRS 41.0385 general counsel must submit a Summary of Claims made against the District for tortious conduct during the preceding calendar year, on or before February 1. General Counsel has received no information from the insurance carrier or the District regarding any claims. Wendy Francis seconded. Motion carried 5-0.

2. For discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the hiring of Silva, Sceirine & Associates LLC to audit TREGID general accounts ledgers and file the required reports for the State, Douglas County and USDA in the yearly amount of \$17,500.00. mb

Open for Public Comment before Board action: No public comment. Mark Bradshaw made a motion to approve the hiring of Silva, Sceirine & Associates LLC to audit TREGID general accounts ledgers and file the required reports for the State, Douglas County and USDA in the yearly amount of \$17,500.00. Wendy Francis seconded. Motion carried 5-0.

3. For Discussion only: Board discussion of a new maintenance building. da

Open for Public Comment no Board action: Dave Akola suggested the District build a maintenance building. Mark Bradshaw said the District did not have the funds. Public comment: Larry Offenstein suggested the GID needed to pursue this.

4. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve to resume holding in person meetings. da

Open for Public Comment before Board action: Dave Akola said he feels we need to resume in-person meetings. Wendy Francis stated the State and County are not allowing in-person meetings. Public comment: Larry Offenstein stated the District would still have to ZOOM a public meeting for those that did not want to show up in person. He also stated the Community center did not have WIFI. After much discussion, this item was tabled.

5. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve maintenance priorities. da

Open for Public Comment before Board action: Dave Akola stated cleaning the ditches should be the number one priority. Wendy Francis asked if the ditches are more important than potholes and Dave said yes. Wendy Francis stated we have a District Operations Manager who can set the priorities for maintenance work and that the Board should not micro-manage. Trevor Smith stated work items are all prioritized. Public comment: Steve Mitchell stated it would be great to clean the ditches and around the hydrants. Larry Offenstein stated work is covered under the budget and the GID needs to be careful how the monies are

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spent. He also stated the homeowners are responsible for their culverts. After much discussion, this item was tabled.

6. For Discussion Only: Regarding GID finances. da

Open for Public Comment no Board action: Dave Akola stated he would like an explanation about the accounts. Mark Bradshaw said Ashley is very good at her job and has explained them to him. Dave would like to sit down with the new accounting firm for an explanation of the accounts. No public comment.

7. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Annexation of properties connected to TRE roads that are not paying into the maintenance of TRE roads. da

Open for Public Comment before Board action: Dave Akola stated the GID needed to annex the properties on Bald Mountain and Spattercone that are not in the GID. Wendy Francis said it would cost more to maintain the extra roads to those properties than the District would receive. Trevor Smith stated the District did not have the funds to build roads to the properties. Trevor Smith said annexation information can be found in NRS 268.636 and NRS 268.595. After much discussion, this item was tabled.

**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. Mark Bradshaw said he felt Board members agenda items should be thought out. Larry Offenstein said due to open meeting laws the discussion needs to start somewhere.

**TRUSTEES' REPORTS.** None

**ADJOURNMENT:** Wendy Francis made a motion to adjourn. Mike Clark seconded. Motion carried 5-0

**Time: 7:08 pm**

Minutes submitted by Board Secretary, Wendy Francis