

**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: JANUARY 13, 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

CALL MEETING TO ORDER: Led by Secretary Wendy Francis **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: Cody Black, Shaw Engineering, Mike Rowe, Legal Counsel for the District.

AGENDA APPROVAL: For Possible Action: Board action to approve the January 13, 2021 Agenda.

Public Comment: No Public comment. Mark Bradshaw made a motion to approve the January 13, 2021. Dave Akola seconded. Motion carried 5-0.

MINUTES APPROVAL: For Possible Action: Board action to approve the Minutes of the December 9, 2020 Regular Board Meeting.

Board Action: No public comment: Mark Bradshaw made a motion to approve the Minutes of the December 9, 2020 Regular Board Meeting. Brandon Taylor seconded. Gordon Gray and Larry Offenstein is no longer on the Board. Motion carried 3-0.

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: December 2020

1. Water Bills: \$ 64,027.01
2. Road Bills: \$ 7,762.99
3. USDA/Bergkamp: \$ 2,122.00

Second Quarter FY 2020/21 depreciation from the Water Enterprise Fund to CGP (Capital Grants Program – TREWCO – aka AB198) in the amount of \$6,120.00

Second Quarter FY 2020/21 depreciation from the Water Enterprise Fund to Short Lived Assets (TRESLA) in the amount of \$2,302.60.

Second Quarter FY 2020/21 deposit for the Equipment Set-Aside Fund (TREGSQ) in the amount of \$670.00 from the Road Operating funds.

Second Quarter FY 2020/21 depreciation from the Water Enterprise Fund to USDA fund (TRECAP) for compliance regulation to cover minimum Debt Service Reserve in the amount of \$2,308.35.

Open for public comment before Board action: No public comment. Dave Akola said he would like to know what the acronyms are and what are these accounts. Wendy Francis said for him to get with Ashley and she could explain them to him. Mark Bradshaw made a motion to approve the Consent Calendar. Brandon Taylor 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 completed epoxy repairs to tank 1 on December 13, 2020. McGinley & Associates have completed a draft report for the District's new groundwater well source.

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

Attorney's Report: Working with Ashley and Wendy on the RFQ for a new accounting firm.

Engineer's Report: Agenda item. Draft SRF for new well location.

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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 Possible Action: Board discussion and possible action to elect the officers of the TREGID Board of Trustees for the year 2021 to be conducted by the 2020 Secretary Wendy Francis. wf

Open for Public Comment before Board action: No Public comment. After much discussion, Mark Bradshaw made a motion the TREGID Board of Trustees to be as follows: Brandon Taylor – Chairman, Dave Akola – Vice Chairman, Wendy Francis – Secretary, Mark Bradshaw – Treasurer, Mike Clark – Operations. Mike Clark seconded. Motion carried 5-0. At this point, Wendy Francis turned the meeting over to Chairman, Brandon Taylor. Complete discussion can be heard on DVD at the TREGID office by appointment.

2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: The annual review to modify Water Rights Leasing Policy #30 and price per acre foot to sell. mb

Open for Public Comment before Board action: Steve Mitchell wanted to know what this means. Mark Bradshaw explained it is a yearly review to see if the District were to sell water rights. It is required annually. Mark Bradshaw made a motion to accept the annual review of the Water Rights Leasing Policy #30. Wendy Francis seconded. Motion carried 5-0.

3. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve a special meeting (ZOOM) on January 27, 2021 at 6:00 pm to approve the Notice of Award. cb

Open for Public Comment before Board action: Cody Black explained the bids. Simerson Construction out of Carson City was the low bid. There were 4 bids. Bids were high and will need to work with USDA and if there are any other funding sources. More information at the special meeting. Steve Mitchell asked if this is open to the public. The answer was yes. Mark Bradshaw made a motion to approve a special meeting (ZOOM) on January 27, 2021 at 6 pm to approve the Notice of Award. Wendy Francis seconded. Motion carried 5-0.

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TRUSTEES' REPORTS. None

ADJOURNMENT: Mark Bradshaw made a motion to adjourn. Mike Clark seconded. Motion carried 5-0

Time: 6:42 pm

Minutes submitted by Board Secretary, Wendy Francis

DRAFT