

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

SPECIAL MEETING MINUTES

DATE: January 29, 2025

TIME: 6:00 P.M.

LOCATION: TOPAZ RANCH ESTATES COMMUNITY CENTER

3939 Carter Drive, Wellington, NV 89444

POSTING: Copies of the finalized agenda, were posted by 9:00 am on **Friday, January 24 , 2025**, or before the third day prior to the meeting date at the direction of Alton Randall, TRE GID Secretary, in accordance with NRS Chapter 241 at the following locations: TREGID, 1490 Albite, #8, NEVADA TRADING COMPANY, 3900 Carter Dr., TOPAZ RANCH ESTATES COMMUNITY CENTER, and at PINION PINES REALTY, 1490 Albite, #6, <https://notice.nv.gov/>.

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Mail: USDA Department of Agriculture
Office of the Assistant Secretary of Civil Rights
1400 Independence Avenue, SW
Washington, D.C. 20250-9410

FAX: (202) 690-7442 or

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Email: program.intake@usda.gov

This institution is an equal opportunity provider and employer.

Agenda Items Supporting Documents: Copies of back-up materials used in the preparation of these agenda items are available by contact to our office in writing at the address and phone number above, OR by email directed to: TREGID2023@gmail.com copies are usually available in our office for pick up three business days prior to the board meeting.

Notice to Persons with Disabilities: Reasonable efforts will be made to assist and accommodate physically handicapped persons desiring to attend the meeting. Please call (775) 266-3000 in advance so that arrangements may be conveniently made.

Notice: Items on the agenda may be taken out of order; two or more agenda items may be combined for consideration; and items may be removed from the agenda or discussion relating thereto delayed at any time.

Public Comment: Public Comment may not be limited based on viewpoint. Speakers will be asked to sign in for the record, speak from the podium and limit their remarks to two minutes. Public comment may be further limited due to time constraints. Public comment will be heard after Board Members and Staff are done speaking to an item, but before any Board action on the item. The Board is not required to respond to Public Comment.

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.
 4. The Board will then discuss the item. Once the Board and Staff have concluded their discussion, public comment will be allowed.
 5. Public comment is limited to three minutes per speaker.
 6. Once Public comment is completed, the Board may engage in additional discussion and may take action. On agenda items that are placed on the agenda "For Discussion Only" with no action listed, the Chairman may defer public comment to the end of the meeting.
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AGENDA

1. **CALL MEETING TO ORDER** by Trustee Becker **TIME:** 6:05PM

2. **PLEDGE OF ALLEGIANCE** by Trustee Burgess

3. **ROLL CALL OF BOARD MEMBERS:**Trustees Becker, Burgess, Randall, Tanner

4. **STAFF PRESENT:** Rob McVicker, Carlos Aguilar, Carina Owens, Roberta Reed (phone), Frank Flaherty

5. **INTRODUCTION OF GUESTS:** Amy Burgans-Douglas County Clerk-Treasurer

6. **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 3 minutes per speaker, and speakers will be asked to sign in for the record. The Board will not take action. The Board is not required to respond to Public Comment.

Wendy Jackson-apology. Donna Tanner – clarification.

7. **AGENDA APPROVAL:**

8.

For Possible Action: Board action to approve the Agenda for January 29, 2025, Special Board Meeting

Public Comment before Board Action: Donna Tanner – special meeting
Trustee Becker moved to accept the agenda with the modification noted about the speaking time- 3 minutes rather than 2 minutes and the early meeting time. Trustee Tanner seconded the motion. Motion carried 4-0

8. **AGENDA**

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

A. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Appointed community member to fill the vacant position on the TREGID Board of Trustees. SB/AR

Amy Burgans spoke to the Board and community about the appointment of a new Board member. Each candidate was allowed to speak.

Open for Public Comment before Board action: Donna Tanner-legal question and endorsed Ms. Gonzalez.

Trustee Burgess moved to nominate Cynthia Sanchez to fill the vacancy on the TREGID Board of Trustees, for the remainder of term, which terminated December 31, 2026. Trustee Randall seconded the motion. The motion carried 3-1, with Trustee Tanner opposing.

The meeting recessed at 6:35 PM to allow Ms. Burgans to swear in Cynthia Sanchez for her trustee position. The meeting resumed at 6:45 PM. Ms. Sanchez took her seat at the Board table.

B. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Closed meeting pertaining to recent litigation, personnel issues.

This item was removed from the agenda.

C. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve payment of the bills as presented by the DBM, Roberta Reed. RR

Open for Public Comment: Wendy Jackson was concerned about the inability to obtain the financial records and accompanying system from the previous district business manager. Donna Tanner -clarification of bills being paid.

Trustee Becker moved to approve the bills as presented by Roberta Reed, DBM in the amount of \$24,681.43. Trustee Sanchez seconded the motion. The motion was 5-0.

D. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve the bid for backhoe repair/rental. RM

Open for public comment: No public comment

No action was taken

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E. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve the purchase/rental of a brush cutter for the skid steer. RM

Open for Public Comment before Board action: Donna Tanner budget question/yearly road plan.

Trustee Becker move to direct and authorize Rob McVicker, DOM to purchase the Quick Attach brush cutter in the amount of \$10,910.45. Trustee Sanchez seconded the motion. Motion carried 5-0.

F. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve Carina Owens as a full-time employee with benefits as defined in the Standing Rules. RR

Open for Public Comment before Board action: No public comment

Trustee Becker moved to confirm the appointment of Carina Owens as a full-time OIT with benefits as defined in the Standing Rules and pay her backpay and holidays, retroactively to August 14, 2024, in the amount of \$1400.49. Trustee Randall seconded the motion. The motion was 5-0.

G. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve the payment of the judgement from small claims court. SB/RR

Removed from the agenda.

Open for Public Comment:

9. TRUSTEE'S REPORTS (if any, for Discussion Only): None

10. 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 3 minutes per speaker, and speakers will be asked to sign in for the record. The Board will not take action, nor is the Board required to respond to public comment.

11. ADJOURNMENT

TIME: 7:50 PM

Trustee Sanchez moved to adjourn the meeting. Trustee Randall seconded the motion. Motion carried 5-0.