

**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: MAY 19, 2021
TIME: 6:00 P.M.
LOCATION: ZOOM CONFERENCE and in person at the TRE Community Center

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: Gbarber1430@gmail.com

CALL MEETING TO ORDER: Led by Chairman Brandon Taylor **TIME: 6:00 p.m.**

PLEDGE OF ALLEGIANCE: Led by Chairman Brandon Taylor

BOARD MEMBERS PRESENT: Brandon Taylor, Dave Akola, George Barber, Mike Clark (Zoom), and Mark Bradshaw (Zoom).

STAFF MEMBERS PRESENT: Trevor Smith (Zoom), Ashley Martin (Zoom)

INTRODUCTION OF GUESTS: .Michael Rowe (Zoom), Cody Black (Zoom)

AGENDA APPROVAL: For Possible Action: Board action to approve the MAY 19, 2021 Agenda. George Barber made a motion to approve the MAY 19, 2021 Agenda. Dave Akola seconded. Motion carried 5 Yes - 0 No.

Public Comment: No public comment.

AGENDA APPROVAL AMENDED to include For Possible Action: Board action to approve the April 14, 2021 Agenda. Strike - No board action is needed. The April 14, 2021 Agenda was approved at the Regular meeting on April 14, 2021.

Public Comment before Board Action: None

MINUTES APPROVAL: For Possible Action: Board action to approve the minutes of the April 14, 2021 Regular Meeting. George Barber made a motion to approve the April 14, 2021 Minutes, Dave Akola seconded. Motion carried 5 Yes - 0 No.

Public Comment before Board Action: None

MINUTES APPROVAL AMENDED to include For Possible Action: Board action to approve the minutes of the March 10, 2021 Regular Meeting. George Barber made a motion to approve the March 10, 2021 Minutes. Mark Bradshaw seconded. Motion carried 5 Yes - 0 No.

Public Comment before Board Action: None

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MINUTES APPROVAL AMENDED to include For Possible Action: Board action to approve the minutes of the March 25, 2021 Special Meeting. George Barber made a motion to approve the March 25, 2021 Minutes. Mark Bradshaw seconded. Motion carried 5 Yes - 0 No.

Public Comment before Board Action: None

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.

CONSENT CALENDAR

CORRESPONDENCE:

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

1. Water Bills: \$ 83,712.08
2. Road Bills: \$ 5,760.67
3. USDA/Bergkamp: \$ 2,122.00

Open for public comment before Board action: Iris Sorenson wanted to know what the Bergkamp was. Trevor Smith explained it was the new equipment for fixing the roads.

George Barber made a motion to approve the Consent Calendar. Dave Akola seconded. Motion carried 5 yes – 0 no.

REPORTS

REPORTS – For Discussion:

- A. Treasurer's Report: None
- B. Water Operator's Report: Trevor Smith
- C. Road Report: Trevor Smith
- D. Attorney's Report: Michael Rowe None
- E. Engineer's Report: Cody Black

Water Operator's Report: Bacteriological samples from April 7th came back negative for total coliforms and there was 5,400 gallons of bulk water sold.

Road Report: Doing brush removal work and ditch flow on the west side of Sandstone, continuing to work with residents' requests for pothole repair and scheduling Topaz Ranch Road for repair work with the Bergkamp

Engineer's Report: 2 current items

- 1) An application for SRF in light of the State getting 2 billion dollars from the Feds.
- 2) New check valves will be available by June 30, 2021. The work on a new well is continuing and there is no anticipated water boil order for the flow from the tanks.

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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 Discussion and Possible Action to approve, approve with modifications or conditions, or deny: With respect to a flyer, should the district periodically send a flyer with our billing, discussing upcoming agenda items and a discussion of what has been done. An example is what has been done on our roads, a status of a new well, and the financial status of the GID. This item was tabled from the last meeting April 14, 2021. da
Dave Akola wants the flyer to discuss what the water and road are doing and the cost of postage. Also the cost would be lower if the flyer was quarterly.

Open for Public Comment before Board action: Iris Sorenson said the cost of envelope mailing could be lower if a Post Office bulk rate contract could be negotiated. Ashley Martin stated that there is an existing contract with the Post Office and that a new mailer would have to go out retail. Mark Bradshaw said that people should come to the meetings that there should not be a need to spend additional dollars for postage. Iris Sorenson replied that not everyone has time for the meeting if they work or have to prepare family dinners etc. Brandon Taylor said maybe flyers would bring people to the meetings. Mike Clark said 75% of the people don't care. Cody Black suggested the back up for the flyer might be added to the Agenda. Brandon Taylor motioned to approve with respect to a flyer, should the district periodically send a flyer with our billing, discussing upcoming agenda items and a discussion of what has been done. An example is what has been done on our roads, a status of a new well, and the financial status of the GID. Dave Akola seconded. Motion carried 3 yes 2 no (Bradshaw and Clark).

2. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve maintenance priorities. This item was tabled from the March 10, 2021 meeting. da

Open for Public Comment before Board action:

Dave Akola can the GID impose a bill for brush clearance? Dave said he will prepare a report on who should clear up the property to the road. Iris Sorenson who owns the property from the property line to the road? The drive way is the property owners. Dave Akola asked if taxes on the property bill could be raised? Gordon Gray said no. Trevor Smith said there was a 3% cap. Iris Sorenson said some people can't clear the property by themselves nor could they pay to have it done. Could a community service help to clear? Stephen Mitchell said the water meter to

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the street was GID. Trevor Smith said the easement could range from 50-80 feet..For example 50 feet would equal 25 feet from the center line of the street twice. Stephen Mitchell said the owner should work on the property. Mike Clark said we are not a HOA (Home Owners Association). Brandon Taylor motioned to approve maintenance priorities. Mike Clark seconded. Motion did not carry. Voted 2 yes 2 no, Dave Akola abstained. Tabled to June 9, 2021.

- 3 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. This item was tabled from the March 10, 2021 meeting. da

Open for Public Comment before Board action: Dave Akola stated property owners using the road system should pay from use through tax. Ashley Martin said county taxes collected by county are paid to the GID. Brandon Taylor motioned to approve with modifications or conditions, or deny: Annexation of properties connected to TRE roads that are not paying into the maintenance of TRE roads. Mike Clark seconded. Motion did not carry 1 yes 4 no.

- 4 For discussion only: Live stream of future GID Board Meetings. bt

Open for Public Comment before Board action

Mark Bradshaw may not come to future in person meetings. Brandon Taylor explained the meeting would still be available in a different format on the internet, but Zoom would not be one of the options as per state mandate. Mike Clark does that mean it's not up to the board.? Brandon Taylor Yes, OML (Open Meeting Law) applies to in person meetings. Iris Sorenson liked the idea of continued recording. Mike Clark Vaccinations and no masks at the meetings? The TREGID board meetings will continue in person.

- 5 For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: To approve the Final Budget with any additions and deletions previously made and to adopt the Final Budget for the Fiscal Year 2021-2022. am

Open for Public Comment before Board action: None

Mike Clark motioned to approve the Final Budget with any Additions and deletions previously made and to adopt the Final Budget for the Fiscal Year 2021-2022. Mark Bradshaw seconded. Motioned carried 5 yes 0 no.

6. For Discussion and Possible Action to approve, with modifications or conditions, or deny: To approve Resolution 21-1 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "F" in Standing Rule 22 (Bulk Water Permit Application), attached hereto as Appendix "F" (Bulk Water Permit Application). gb

Open for Public Comment before Board action: None

George Barber motioned to approve Resolution 21-1 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "F" in Standing Rule 22 (Bulk Water Permit Application), attached hereto as Appendix "F" (Bulk Water Permit Application) Mike Clark seconded. Motion carried 5 yes 0 no.

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7. For Discussion and Possible Action to approve, with modifications or conditions, or deny: To approve Resolution 21-2 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "N" in Standing Rule 25 (Evaluation Form for Managers), attached hereto as Appendix "N" (Employee Evaluation Form). gb

Open for Public Comment before Board action: None

Dave Akola motioned to approve Resolution 21-2 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "N" in Standing Rule 25 (Evaluation Form for Managers), attached hereto as Appendix "N" (Employee Evaluation Form). Mike Clark seconded. Motion carried 5 yes 0 no.

8. For Discussion and Possible Action to approve, with modifications or conditions, or deny: To approve Resolution 21-3 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "N" in Standing Rule 25.16.4.3 and 25.16.8.1 phrased "((see Appendices N through P, ("N" is Evaluation for Managers, "O" is Evaluation Form for the Billing Clerk/Receptionist, "P" is Evaluation Form for Field Personnel, Inclusive.))" to read " (See Resolution 21-2 for attached Appendix "N" Employee Evaluation Form)." gb

Open for Public Comment before Board action: None

Mike Clark motioned to approve Resolution 21-3 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend Appendix "N" in Standing Rule 25.16.4.3 and 25.16.8.1 phrased "((see Appendices N through P, ("N" is Evaluation for Managers, "O" is Evaluation Form for the Billing Clerk/Receptionist, "P" is Evaluation Form for Field Personnel, Inclusive.))" to read " (See Resolution 21-2 for attached Appendix "N" Employee Evaluation Form)." Mark Bradshaw seconded. Motion carried 5 yes 0 no.

9. For Discussion and Possible Action to approve, with modifications or conditions, or deny: To approve Resolution 21-4 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend "Appendix P - Evaluation Form for Field Personnel" to become "Appendix P – Organizational Flow Chart" gb

Open for Public Comment before Board action: None

Mike Clark motioned to approve Resolution 21-4 that the Topaz Ranch Estates General Improvement District Board of Trustees hereby amend "Appendix P - Evaluation Form for Field Personnel" to become "Appendix P – Organizational Flow Chart". Mark Bradshaw seconded. Motion carried 5 yes 0 no.

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10. For discussion only: Fred Farley made the following agenda request. "Ask each board member if they think drilling a new well is the GID #1 priority for fiscal 2021. If they do, please ask each member what are the first 3-5 things we need to do to move drilling that well forward. If drilling a new well is not their #1 priority for fiscal 2021, please ask them what is."

Open for Public Comment: Brandon Taylor Locations are being tested. Cody Black two other well locations are being looked at, one is south/east of well 6 and the other is north/east of well 1. Dave Akola said the report from Hydrogeology is due. Iris Sorenson wanted to know if the cost of a new well was less than rebuilding an older well Trevor Smith said the old well was contaminated and had a low yield. Stephen Mitchell are the 3 possible locations on Parks property? Are the proper contracts being researched? What's the priority for roads?

11. For discussion only: Fred Farley made the following agenda request. "For each board member have you (new or old member) had adequate orientation? Do you feel more orientation in any form would be helpful? Thank you."

Open for Public Comment: Trevor Smith said Lance Goodman who was going to training session for the Board gave his two week notice. Follow up is expected for scheduling with the Board.

11 PUBLIC COMMENT:

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Stephen Mitchell The governor has said no zoom going forward and the new broadcast will not have public comment.

12 TRUSTEE REPORTS: None

13 ADJOURNMENT:

Dave Akola made a motion to adjourn. George Barber seconded. Motion carried 5-0

Time: 7:24 pm

Minutes submitted by Board Secretary, George Barber