

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

REGULAR MEETING MINUTES

DATE: May 14, 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 May 9 2025**, or before the third day prior to the meeting date at the direction of Cynthia Sanchez, 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

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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: Tregidclerk@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 three 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 two 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: 1805
2. PLEDGE OF ALLEGIANCE by Trustee Becker
3. ROLL CALL OF BOARD MEMBERS: All present Trustee Sanchez, Trustee Becker, Trustee Tanner, Trustee Burgess and Trustee Randall
4. STAFF PRESENT: Roberta Reed DBM, Carina Owens OIT.
5. INTRODUCTION OF GUESTS: None present.

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. 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. The Board will not take action. The Board is not required to respond to Public Comment.

Public Comment before Board Action: Michael May needs all contacts as phone busted. Mr. May speaking on behalf of 3920 Mika Court trying to obtain a building permit and unable to obtain as there are no fire hydrants on Mika Ct. Mr. May is asking the board to look into the situation and possibly coordinate with TRE DBM. Shelley Gonzales congratulated Mike and Donna Tanner for help with the FEMA. Trustee Sanchez and entire board is grateful for the help from the Tanners.

6. AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the **May14, 2025**, Regular Meeting

Public Comment before Board Action: Trustee Sanchez motions Trustee Becker seconds Motion passes 5-0

7. MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of **April 9, 2025**, Regular Meeting

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Public Comment before Board Action: Fred Farley Clarifying TRD as Topaz Ranch Drive, Requesting information regarding our files and when will previous District Business Manager release the files and if we are actively pursuing our files. Trustee Sanchez motions, Trustee Tanner seconds, Motion passes 5-0

CONSENT CALENDAR

A. For Possible Action: Bills to be paid for May 2025 (see attached reports available)

1. Water Bills: \$ 458,662.78
2. Road Bills: \$ 29,985.30
3. Bergkamp: \$ 2122.00
4. Debt Service \$ N/A
5. Projects \$ N/A

Open for public comment before Board action: Roberta Reed DBM asking for the copies of FEMA from the Tanners {Applicants on file} for any Audits. Trustee Becker suggests the packet be put on a USB drive forwarded to DBM. Roberta Reed DBM has requested a domain name for TREGID. Trustee Tanner suggests SAM.GOV updated. Current DBM does not have any access as ID and Log Ons were not forwarded. Roberta Reed DBM also has scheduled appointment with QuickBooks for access. Roberta Reed DBM has stated she believes previous DBM may have access as late as April 2025. Trustee Sanchez requests screenshots be taken if we find previous DBM is accessing anything. Trustee Randall asking if previous DBM still has access. Trustee Randall asking regarding phone replacement. If DBM has safeguarded our phones going forward. Safeguards have been put on phones by DBM. Donna Tanner asking if FEMA book still available. Fred Farley asked if the previous DBM has access. Fred Farley admits not having faith in FEMA funds and congratulates the Tanners for receiving it. Donna Tanner will make sure FEMA copies are in the office. FEMA is electronically filed and only records available are in Robs possession. Trustee Randall is wondering why Attorney bills are so high. Trustee Burgess motions, Trustee Sanchez seconds, motions carried 4-1

REPORTS

REPORTS: For Discussion Only:

A. Treasurer's Report: Trustee Burgess attached a TREGID Debt Service form

B. Water Operator's Report and Road Report: April 2025 - Water and Roads Reports
Water Operator's Report:

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Total gallons produced April 1, 2025, through April 30, 2025, was 4,156,900 gallons. Well #1 produced 1,632,400 gallons and Well #6 produced 2,524,500 gallons. The total water sold for April was 3,032,114 gallons.

2024 Consumer Confidence Report:

Available on the TREGID website.

After hours' water leak:

1280 Sandstone, the water was turned off

General Maintenance and Testing:

We have continued with general maintenance, SGS lab testing, regularly scheduled PRV vault inspection and pressure readings, vault checks and well maintenance.

PRV Vault inspections:

Completed 4-18-25

Water Sampling: Five DW samples were taken from the community. The samples chain of custody then went to SPB to deliver to SGS in Reno for testing on 4-10-25 and we received the results 4-17-25.

Wells #1 and 6 - March adjustments:

4-4-25 – Well #6 Changed Chlorine barrel

4-18-25 – Well #6, Changed Chlorine barrel, Pump set @60/30

4-29-25 – Well #1, Changed Chlorine barrel

Well #8 Project:

Waiting for final inspections, remaining testing and substantial completion

Work in progress:

We are continuing to go through all our valves and vaults and creating a more detailed map. We are working with Ken (SPB D2) on improving our chlorine pumps, injectors, vault gauges and creating a safety plan.

Work Order Status:

High usage/leak check: 2

Disconnect for non-payment: 3

Verify computer meter read: 4

Check water pressure: 1

Meter malfunctions/meter: 2

Water on/off w/leak check: 1

After hours calls: 1

Customer request on/off: 2

Other: 4

Road: 1

Closing escrow reading: 6

7- day notice for past due: 8

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7-day disconnect warning: 9
Turn water back on: 2
Pay plan compliance water: 1

April 2025 - Road Report:

Work in progress and completed:

Ditch work, culvert work and mowing were completed on TRD, Gray hills, Eagle Mountain.

Equipment:

The GID replaced a hydraulic hose from the main pump. The backhoe is operating much better.

Replaced the sprayer pump in the sweeper.

I continued to start and drive the Bergkamp weekly.

Yard equipment to be sold:

GID has two items up for bid. Chevy truck and Emulsion tank. DOM needs to know what an acceptable offer would be for the Chevy truck. The operation of the truck is unknown. I have been told the transmission and engine don't work, there are also a bunch of missing exterior and interior parts. Two inquiries have been made. I currently have an offer of \$200 for the truck.

C. Attorney's Report: None.

D. Engineer's Report: Trustee Tanner has restored Water rights for Well #6

E. FEMA Report: FEMA was awarded. Waiting on donated resources in amount of about \$5600.00. Culverts and Northern roads need to be reviewed.

10. AGENDA

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

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 (See Attached).

Open for Public Comment before Board Action: Handled with previous Agenda item.

For Discussion and Possible Action to approve, approve with modifications or conditions or deny: Approve the contract for SPB (Ken Mallory) As the TREGID Water Operator. (See Attached)

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Open for Public Comment before Board action: Wendy Jackson suggests reaching out to Truckee Meadows and Great Basin for help obtaining a D2 on loan or more reasonable. Ms. Jackson questions an RFP. The contract is month to month with 30-day notice. Motion to approve contract with changes to the appropriate personnel. Trustee Becker motions, Trustee Tanner seconds, Motion passes 5-0

For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Accept and verify reimbursement from the Department of Emergency Management FEMA Disaster 4708NV

PW 724629 District Wide Debris-\$94,201.92
EFT060EF250417000000055106 issued on 4/18/25
PW 724631 District Wide Roads (Southern) \$288,302.22
EFT060EF2025417000000055106 issued 04/18/25
PW725533 TRE Emergency Protective Measures- \$12,066.84
EFT060EF250417000000055106 issued on 4/18/25

For a total of \$394,570.98 Issued to Topaz Ranch Estates GID 04/18/2025 to Nevada State Bank.

Open for Public Comment before Board action: Fred Farley asks where it goes. Trustee Becker explains reimbursement. Roberta Reed DBM explains it is a reimbursement for whatever is spent. Wendy Jackson asks for breakdown of money. Donna Tanner explains all contracts in the office. Trustee Sanchez motions, Trustee Becker seconds, motions carries 5-0

For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Direct and Authorize Roberta Reed to approve payment of \$1,982.04 to Frontier for damage to their lines on or about March 13, 2023. (See Attached)

Open for Public Comment before Board action. Trustee Randall wants to make sure we were liable for the bill. Resident Billy was on scene and verified. Trustee Tanner and Trustee Randall requests verifying with pictures. Trustee Sanchez motions, Trustee Becker seconds, motion passes 5-0

.TRUSTEE'S REPORTS (if any, for Discussion Only):

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Open for Public Comment before Board action: Michael May congratulates Carina Owens for giving him faith in the board again. Mr. May suggests a raise for Carina Owens. Mr. May suggests water rate hike. Wendy Jackson would like an overview of Phase 2 plan. Wendy Jackson concerned about budget. Trustee Becker thanks VFW for relinquishing their time for our Budget meeting May 21, 2025. Budget meeting already posted for public. Trustee Becker motions for adjournment, Trustee Sanchez seconds, motion carries 5-0

ADJOURNMENT

TIME: 7:28p.m.

A COMPLETE RECORDING OF THIS MEETINGS DISCUSSION CAN BE FOUND AT THE GID
OFFICE

Preparer: Cynthia Sanchez

Date: June 6, 2025