

# 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: May 21, 2025,**  
**TIME: 4:00 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 16, 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](mailto: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](mailto: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.

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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.
  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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## MEETING MINUTES

### AGENDA

1. CALL MEETING TO ORDER by Trustee Becker TIME: 1602
2. PLEDGE OF ALLEGIANCE by Trustee Sanchez
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,
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.

### AGENDA

(Any items removed from the Consent Calendar will be added and heard)

#### 6. AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the **May21, 2025**, Special Meeting

Public Comment before Board Action: Trustee Becker motions, Trustee Sanchez seconds, motion carries 5-0

#### PUBLIC COMMENT:

Not for Board Action: This portion of the meeting is for 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 three minutes. Public comment may be further limited due to time constraints. The Board will not take action, nor is the Board required to respond to public comment.

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### MEETING MINUTES

Open for Public Comment before Board action: Fred Farley remarks part of budget pages is missing. Trustee Becker states the budget will be available in office or can be emailed.

**For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Budget (See Attached)

**Public Comment before Board Action:** Trustee Tanner would like clarification on FEMA as money is already spent. Money from Nivs has not arrived so it will not reflect on this budget. Reimbursement will be a carryover. Trustee Tanner questions on hiring Seasonal/Temporary and how many to hire to fill the roles of fixing potholes and roads. Trustee Tanner wants to look at Technical Services. The value of water rights and permits needs to be raised. Trustee Tanner questions mileage and the need for any mileage. Trustee Tanner would like reimbursement on LGIP this year. Trustee Tanner is questioning payroll and the costs. Trustee Tanner would like the board to watch payroll and expenses including overtime and mileage. Trustee Becker explains not exceeding budget. Trustee Burgess questions Attorneys fees. Trustee Sanchez would like Attorney's fees depleted as Fees the previous year are exorbitant. Trustee Becker questions uniform expense. Trustee Becker questions Inland Sierra Supply. Inland Sierra Supply is copying machine maintenance. Donna Tanner questions rent of Office. Donna Tanner questions revenue. Shelley Gonzales questions \$380,000 as FEMA payment. Shelley Gonzales asks if Roads are being repaired. Roberta Reed DBM explains Contingency Funds are currently not labelled as there will be a discussion for Roads with the Board. Shelley Gonzales questions benefits. The Board is reducing Attorneys Fee to \$30,000. Road funds increased by \$20,000 and Technical Services \$10,000. Trustee Sanchez expresses the importance of Water Rights and hiring a professional to complete a Beneficial Use Permit. Fred Farley questioning Permits and Rate increase. Trustee Becker suggests raising base rates and giving an allowance of 10,000 gallons but could increase water usage. Lenore Strong requests fire suppression and looking into storage tanks. Trustee Randall motions, Trustee Becker seconds. Motion passes 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. 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:** Shelley Gonzales questions if Road work will start soon.

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### MEETING MINUTES

**ADJOURNMENT**

**TIME: 5:35p.m.**

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

**Preparer: Cynthia Sanchez**

**Date: June 6, 2025**

DRAFT