

**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: October 13, 2021
TIME: 6:00 P.M.
LOCATION: 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 2:30 p.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 PM.**

PLEDGE OF ALLEGIANCE: Led by Chairman Brandon Taylor

BOARD MEMBERS PRESENT: Brandon Taylor, Dave Akola, George Barber, Gerald Clark and Mark Bradshaw.

STAFF MEMBERS PRESENT: Trevor Smith

INTRODUCTION OF GUESTS: Rosemarie Irish, Lisa Sandbo, Steve Mitchell, Bev Miller, Steve Gable, Matt Torley, Cathie Consolo, Donna and Mike Tanner.

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

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the October 13, 2021 Agenda. Gerald Clark seconded. Motion carried 5 Yes - 0 No.

MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the September 8, 2021 Regular Monthly Meeting.

Public Comment before Board Action: None

Mark Bradshaw made a motion to approve the September 8, 2021 Minutes. Dave Akola seconded. Motion carried 5 Yes - 0 No.

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.

**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

CONSENT CALENDAR

CORRESPONDENCE:

For Possible Action: Bills to be paid for: September 2021

1. Water Bills: \$ 77,518.59
2. Road Bills: \$ 5,212.31
3. USDA/Bergkamp: \$ 2,122.00

Open for public comment before Board action: Larry Offenstein asked why so high? Trevor Smith said "Because the water tanks were painted by Farr Construction".

Mark Bradshaw made a motion to approve the Bills to be paid for September 2021. George Barber seconded.
Motion carried 5 Yes - 0 No.

For Possible Action: Budget Transfers:

First Quarter FY 2021/2022 depreciation from the Water Enterprise Fund to CGP (Capital Grants Program – TREWCO – aka AB198) in the amount of \$6,120.00

First Quarter FY 2021/2022 depreciation from the Water Enterprise Fund to Short Lived Assets (TRESLA) in the amount of \$2,302.60.

First Quarter FY 2021/2022 deposit for the Equipment Set-Aside Fund (TREGAQ) in the amount of \$670.00 from the Road Operating funds.

First Quarter FY 2021/2022 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:

Mark Bradshaw made a motion to approve the Budget Transfers for the First Quarter FY 2021/2022. George Barber seconded.
Motion carried 5 Yes - 0 No.

**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

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: None, see below for comment
- E. Engineer’s Report: None see below for comment

Water Operator’s Report:

WATER SAMPLING: Four of five (4/5) routine bacteriological water samples on SEPTEMBER 8TH came back negative for Total Coliforms. 3645 Diamond Ct. was TC Positive, but E. Coli Negative according to the lab report. As a result, re-sampling of the positive location, both upstream & downstream locations, as well as the source (Well #1) were re-sampled in compliance with the Total Coliform Rule on 9/10/21, all four (4) resample results were returned as negative.

Water report

MAINTENANCE & REPAIRS

Work Order Summary:

TOTAL:	DESCRIPTION:	OFFICE (CODE):
13	HIGH USAGE – LEAK CHECK	(1)
-	INSTALL NEW METER BOX / LID	(2)
2	DISCONNECTED FOR NON-PAYMENT	(3)
-	VERIFY COMPUTER METER READS	(4)
-	CHECK WATER PRESSURE	(5)
-	SYSTEM MAINTENANCE	(6)
5	METER MALFUNCTIONS / REPLACEMENT	(7)
-	WATER ON / OFF WITH LEAK CHECK	(8)
-	VERIFY METER STATUS ON / OFF	(9)
-	PULL METER PER CUSTOMER REQUEST	(10)
8	DISCONNECT WARNING NOTICE	(11)
1	INSTALL CUSTOMER SHUT-OFF VALVE	(12)
-	LOCK-OFF METER	(13)
-	AFTER HOUR CALLS	(14)
3	CUSTOMER REQUEST ON / OFF	(15)
-	OTHER	(16)

General Maintenance: On 9/3 the district interviewed & filled the remaining full-time position on the field crew, his first day was 9/7.

A new water service was also installed on Pearl Road on 9/7.

Ryan Kolda emailed his resume, to keep on hand, if the district would ever require the need for a contract operator on Wednesday, 9/15.

Re-inspection with East Fork Fire & punch list for final sign-off was completed on 9/17 & for Douglas County on also on 9/20.

9/21 a meter setter was replaced & “Iperl” installed to reestablish water service at 1320 Slate Rd.

**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

Major Repairs: No major repairs to report.

Future Projects - Short Range: USDA-RD grant application for drilling a new source well and water system upgrades is in the final stages before we receive funding, following the easement agreement between the district and David Park's legal counsel.

Future Projects - Long Range: Continue work with Shaw Engineering reviewing information for system mapping & proper abandonment of old 4" water mains & with personnel at State Revolving Fund, Community Development Block Grant, & USDA-RD for project funding the drilling of a new source well & upgrades to remaining 4" water mains throughout approximately 30% of the water system.

Road report

MAINTENANCE & REPAIRS:

General Maintenance:

I was referred to Amy Roberts, at the Bureau of Indian Affairs (BIA) Office Realty Division, concerning the drainage issue between BIA land trust area & the GID boundary line (north of 3650 & 3660 Sandstone Road) who is currently reviewing the matter on the possibility of obtaining contact information for permission of maintenance in that area.

Some patching of the remaining areas on Topaz Ranch Drive, west of Albite Road, were completed as well as areas where new service installs were completed.

Screening dirt & overburden material stockpiled at old well #2, near Mica Drive, to collect rock for riprap projects in various areas, including dirt deliveries to improve clearing of overburden piled from previous projects.

Future Projects - Short Range:

Complete patching of remaining areas on Topaz Ranch Drive.

Plan pothole & maintenance tasks on Sandstone Road.

Ditch maintenance & brush removal will continue along ditch flow lines & road edges until the stockpiling at the district yard is at capacity; at which point, ditch maintenance will continue in areas where minimal brush removal would be required.

Screen rocky overburden & dirt around the district for materials needed for riprap projects.

Future Projects - Long Range:

Continue planning patching projects & ditch maintenance until all district roadways & drainage ditches have been maintained.

Plan removal of accumulated sediment within the Topaz Ranch Estates main flood channel & reestablish the easement width & proper drainage from Sandstone through to Hwy 208.

Riprap ditches to aid with storm water runoff & mitigation of overgrowth within ditch flow lines.

Equipment Repairs:

Regularly scheduled maintenance & greasing.

The 2014 Ford tires were replaced at Les Schwab on 9/15.

Right rear tire on the Volvo Backhoe was delivered to Smith Valley Garage to be patched on 9/17.

Replaced the Air Brake Valve from the Dump Truck & ordered replacement from Smith Valley Garage also on 9/17.

Safety Meeting: "Jobsite Task Planning" – 9/20/2021

Consideration of human performance factors such as illness, fatigue, knowledge, focus, attentiveness, understanding, stress, etc. Also, having the proper tools & personnel present, as well as, implementing all proper safeguards & equipment before a work task can begin.

**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

No Attorney or Engineer report but, BT said the Attorney had everything that was necessary. The last email from Michael to Brandon said he would try to keep the heat on. They have the 1/3 site description. Working on the easement and the # of users would be approx 10 MB so the last word is that it's in the hands of the attorneys. SC would be nice if MR came to meeting. We need to have had a hole in the ground. DA we also need funding.

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.
- (4.) The Board will then discuss the item. Once the Board has concluded their discussion, public 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: To approve hiring Matt Torley, with Kamtec, to do various roads, ditch and flood channel maintenance for the district. ts

TS Matt Torley is capable, with equipment, of handling the work. The cost for 40 hours is being looked at as well as the equipment rental costs. MB said I'm the one who somewhat got TS into this. I was out on Canyon road and I came across the ditch that was on Indian land and I started talking with Matt and asked what he thought of the corner drainage ditch that goes right by my house. It's wide enough there but as it comes down to Topaz Ranch Road it goes down to nothing and I've walked it all the way to the highway, so he was saying we have no way to get into that ditch. Matt has an excavator that can go right down in to the ditch. That was one of the most important things TS came up with just to let you know. If I hadn't said anything to Matt that portion wouldn't have been worked on. We do have some money to get some work done here, so we should open for competitive bids. SC when I was working we had a budget and if we went over that \$ amount we would bid out. MB we are going to look at Matt's pricing and discuss it and then take action on whether to go forward or not. That's why I thought if I started this we would find out right away if somebody on the board didn't want it for some reason. BT the problem is how much we can do. That's why this meeting came up. We can find out more and just a little bit of where the board members might want to go. This can only be good with the equipment that he has that we're never going to have. SC it also frees up the guys to do other things. There's just so much that 4 guys can do with the equipment we do have. So if we could get someone else to do some of the work I'm with it. BT I'm not against it at all. GB I like the idea. MB I'd like to do a lot but the drainage is the most important now. Public so if you didn't send it out to public bid how do you select? BT you just have to qualify them. Public since you're working on the drainage on BIA and BLM land I might be able to help with the BIA. I have Indian friends and I can go down and talk to them. BT said OK. MB said the key is to find the person to talk to and we don't know who that is right now. So if you can find out who that person might be let TS know. This could be an easy start to a big problem. BT we need permission to do a 10 foot ditch and maybe we could get the BIA to do the work on BIA land. LO said the board used Matt several years ago. So there is a

**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

history with Matt. BT I agree with all that, but what are we going to vote on right now? MB what I wanted to vote on is weather we go forward and get pricing from Matt, .but TS already come up with the information.SC maybe we should find out how much we can spent before it goes out to bid. MB said I moved to table this item BT right now we could hire Matt at an hourly rate up to a limit. After we hit that amount we would have to wait 6 months to use it again.

Open for Public Comment before Board action:

Mark Bradshaw made a motion to table until November 10, 2021 for further discussion. George Barber Seconded. Motion carried 5 Yes – 0 No

2. For Discussion Only: The project and grant application through the Nevada Board for Financing Water Projects.
ts

TS referenced the August 19 agenda and covered the following. We got a \$2,696,000.00 Grant funds for the new Well and the new transmission line, Well #6 will be disconnected. The Park location where we are planning to drill will be discussed in the next item. The \$277,000.00 funds are a loaned amount which is usually a fraction of Grant fund money we get, we will end up paying some of that back at an interest rate of 1.35% for 40 years. This rate was based on the average income of the area as calculated by the USDA. Short Lived assets reserves will change because of that.\$24,000.00 a year set aside for the loans that we have with the USDA which was dropped to \$8,400.00 a year so we save funds that way. A further explanation can be found on page 5 of the above mentioned report in the office. We are getting the \$2,696,000.00 funds to start the first phase of the project by the end of the year. Upgrading the remaining 4” pipe to 8” pipe and installing the remaining fire hydrants. Brandon said phase two has been applied for and is in process. Well 6 would run at a lower flow level. SC Would the GID still be responsible for chemical sampling? Would we shut off the drinking fountain? TS the water would be used for the grass etc. as a non potable. The drinking fountain hasn’t been used for some time would be shut down or possible hooked up to another line. Iris is the grass to only area? BT yes. MB it would keep the baseball field green but no one uses it.

Open for Public Comment:

3. For Discussion Only: Discussion of the need for turn lanes on Route 208. da

MB asked DA when you wanted to turn right and the guy in front of you was going left how long did you have to wait. DA That has nothing to do with it. I don't know how many people here have almost been in an accident out on 208 where your waiting to make a left hand turn and a hay truck or some other big rig comes up behind you and slams on his brakes I've seen so many near accidents we had someone killed on Kyle couple years ago for the same reason I brought it up to the control of NDOT projects a few months ago and he said we'll have to put it on the list. Then he went to Tahiti and we have a new person that coordinates with the county. I tried to get back to get the name of the person that coordinates all this and I think it would be a good idea for different people in the community to call this person once we get that contact information and ask them to put it on the list as a priority. If somebody dies here I don't want it on my responsibility as being trustee on the GID. It has to go through NDOT and it has to go through the county commissioners. We can ask all of them to put it as a priority. The cost per intersection is, I'm guessing somewhere between half a million and a million dollars which is a very small amount of money when you look at NDOT budgets. I don't know what anybody else thinks about this. It's just something I came up with as a trustee. It's my responsibility to put some of this stuff forward Public it's a nice idea after a death. DA correct if you listen to me we talked to NDOT. Public you don't have to. DA Who did you talk to? Public everyone. DA It goes through a certain process. There's a process. Public it's a lost cause. DA It's never a lost cause. Public Go for it. DA Look at a traffic signal on airport road and 395 for example. Public we are the step child. DA There are 750 houses here if everybody called NDOT and complained about. Public We've all called over 25 years, we have a friend that have children that have died out there. It's a lost cause it's up to NDOT. SC The other thing to is in the process the Department of transportation works' in the 30 years that I worked' process is before anything is done. SC said he was told if enough people die something could be done. MB Look what they did at Fish Springs we are bigger than Fish Springs why did they pick Fish Springs and Les Schwab instead of TRE?. Public money MB so out on the highway 6

**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

deaths? BT One of the things you have to remember is that the 208 and 395 are not the same as far as funding sources .SC that's correct 395 is different funding US. BT OK so I think you have your answers. I've seen a lot of accidents. Public I've lived in a lot of small towns and you have to speak up. BT I know it works because they put a round about at Centerville and 88, people complained enough after the last person died at that location. DA When I talked to them I said if you can't afford it pick one turn out and do another one next year and so on but if you don't start talking nothings ever going to happen. Public there's so many more people living here. BT Well one of the things is people can come to this board meeting and express the opinion. NDOT has nothing like that there is no way to hear the public. What DA is saying if I'm correct if you folks and the board members wrote letters, emails called on people and brought it up to a consensus so there's more than just what's in the room, if 45 % of the people wrote that many emails to make enough noise maybe we could get a response. Public is that what the process is enough calls? You need a scope. BT I'm sure NDOT would help DA OK What happens is there is a process through all the NDOT projects within the county and it gets on to a county list where the county prioritizes the list. Public are you on the list? DA I started that several months ago with the gentleman that was handling it when he went to Tahiti, there is a new person there now I tried to get that person's name and contact information. I will have it before the next board meeting. If we all call or write a letter, send an email and continue it for the next 10 years if that's what it take. Hay if, who knows. You also contact the commissioners and tell them hey I don't care what happens I don't need a bike lane on Jacks Valley Road that helps people ride bikes. We have 750 houses here. Public what I found out the hard way is that just contact NDOT. DA Give it to NDOT and put it on the list, also tell the county commissioners because the commissioners talk to NDOT every year on a regular basis about what projects would you like to get done in Douglas County. If we get all five commissioners to do this we'll move up on the priority. Right now the highest priority is turn lanes at General Lane and 395 Well the hot number priority is the turn lanes to get out of General Lane out onto 395. Well right now I'm thinking hey we also have a project in the works to reroute General Lane so it comes out to Airport Road. Why use the money right now on turn lanes or acceleration lane or buy the right away don't throw the money away. One thing I know works you get enough people together that's how you get action. DA tell every County Commissioner the same thing. I've already told two of them if something dies out here it's on you. Public get it down on paper. DA We can do that as one item. Continue to talk to the commissioners and NDOT. Public this has been going on for years Public you're right all you can do is keep hammering on them. DA if it comes up on the County list maybe only 2-3 of the projects will get done next year. Public the next big project is going on 395, starting next summer. BT Any public comment yes. Steve Mitchell It was suggested from last time that we get Original drawings per a case in California the drawings showed a turn lane and it got put in. There are Original plans somewhere. BT Maybe public information could help. DA Mostly change is based on traffic counts and usage. BT Squeaky wheel gets the oil. DA I brought this up to everybody to think about it. We could have an action on it maybe next month. Start a process and next time I will have a contact person's name.

Open for Public Comment:

4 For Discussion Only: Discuss possible action on applying for funding grants. da

I had a meeting I talked about last time with a Grant Writer that does Grants for the State and I've been trying to get a meeting with the State Treasurer haven't been able to do that because I've been out of town. I will continue along that process, but it's going to depend on the commissioners, there's going to be money available for infrastructure projects. What we have to do is break up our projects. I doubt there will be a lot of money for roads for TRE but we can get funding for water system and the drainage system if we call them environmental projects. If we are improving a drainage channel to control erosion OK that will qualify as an environmental project. It's something we don't want to hire Matt for and do a lot of work in the drainage channel right now because we might lose a funding source .There are other projects available. We could do road projects. I doubt very much we will get money for roads but with respect to roads I asked TS who spoke to Cody Black about the water project. Let's move our water line into the road and take it to a depth of 8 inches as a road base get a 3 foot trench across the road and build 1 foot out on each side of the road then put 8 inches of face down there. To finish the patch off all we have to do is use a chain. The details are in the water project. OK now we've got five

**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

feet of road to that standard instead of the way it's been done in the past where they go down and put chip seal on it. We'll we don't want that we want it as if we had a Grant funding for it lets build it right. If someone going to put in a new service hey do it the same way full depth road base with 8 inches of asphalt one foot each side of the trench we can do that easy and will make things a lot better in the future. Things won't need to be fixed for the next 20 years. Public you were talking about funding sources for Storm money. DA Storm water money could be an environmental issue BT You said that and I thought that when I talked to Cody Black about what Fernley did, they have one pipe so remember when their roads flooded they only had one pipe that goes across the highway to get water out of that area That is what I brought up to Cheryl Couch on a phone call when we were talking about Grants and the new structure deal and I brought it up to her and I said what about roads oh good luck getting money for roads so I said what if I talk about storm drains if I got grants that would be fine, she kind of hemmed and hawed and said that Cody was our engineer he was on the conference call with me. He called me right afterwards. So good luck if the new infer structure bill passes there will be money DA We have to take a position ourselves to have that ability to get some of that funding, one is an environmental issue it's a big item fixing our roads is not going to get us any money. Sisolak already said some of the money would be used in rural areas. For depressed areas and water systems and stuff like that. DA part of the money we are going to have to spend we got a loan for, we could supplement that with some of this money when Grant funding is available we just have to position ourselves to do that. Cheryl generally said use the USDA and engineers to write the grants and writers that authorize grants all the things that show only on the phone when we talked about the infrastructure bill that way its written. Right now it looks what's going to happen the money was not going to the USDA it was not being funded in that bill, the money goes directly to the State the has a State Revolving Fund so that's why I brought up what the governor said. He said that he wanted to give that money to the smaller rural and areas DA one of the reasons I want the details revised to show the proper bills trench and pavement BT I agree Well we want the details changed before it goes public so that we get the money we can get the roads fixed properly 5 feet 20 foot of road is a big thing to have it done right BT any additional comments on Agenda number 4 no?

Open for Public Comment:

PUBLIC COMMENT: None

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 2 minutes per speaker, and speakers will be asked to sign in for the record. The Board will not take action.

TRUSTEE REPORTS:

ADJOURNMENT:

Time: 7:00 pm

Mark Bradshaw made a motion to adjourn. Gerald Clark seconded. Motion carried 5 Yes - 0 No

Minutes submitted by Board Secretary, George Barber