

# TOPAZ RANCH ESTATES GENERAL IMPROVEMENT DISTRICT

Address: 1490 Albite Road, Arden Square, Suite 8, (Topaz Ranch Estates) Wellington, Nevada, 89444 / Telephone: 775.266.3000

## PUBLIC NOTICE & MEETING AGENDA

**DATE: August 14, 2024**

**TIME: 6:00 PM**

**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, August 9 , 2024**, 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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To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 1. Mail:** USDA Department of Agriculture  
Office of the Assistant Secretary of Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410
- 2. FAX:** (202) 690-7442 or
- 3. 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: [TREGID2023@gmail.com](mailto:TREGID2023@gmail.com) copies are usually available in our office for pick up three business days prior to the board meeting.

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**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.

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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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**AGENDA**

1) **CALL MEETING TO ORDER** by \_\_\_\_\_ **TIME:** \_\_\_\_\_

2) **PLEDGE OF ALLEGIANCE** by \_\_\_\_\_

3) **ROLL CALL OF BOARD MEMBERS:**

\_\_\_\_\_

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4) **STAFF PRESENT:**

\_\_\_\_\_

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### 5) INTRODUCTION OF GUESTS:

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### 6) AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the **August 14 , 2024**, Regular Meeting

Public Comment before Board Action:

### 7) MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of the **July 10 , 2024**, Regular Meeting

Public Comment before Board Action:

### 8) 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.

### CONSENT CALENDAR

#### A. For Possible Action: Bills To Be Paid: August 2024

1. Water Bills: \$ 27,433
2. Road Bills: \$ 17,800
3. Bergkamp: \$ 2,122
4. Debt Service \$ 14,831
5. Projects: \$ 140,002

Open for public comment before Board action:

### REPORTS

#### (9) REPORTS: For Discussion Only:

A. Treasurer's Report:

B. Water Operator's Report:

C. Road Report:

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D. Attorney's Report:

E. Engineer's Report:

F. FEMA Report:

### 8) AGENDA

*(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:** Adopt the new job description for a Lead Road Person. Item #1 board packet

Open for Public Comment before Board action:

**B. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Amend SR 25.4.7 under Categories of Service to include 25.4.7.9- One(1) full-time Lead Road Person. Item #2 board packet

Open for Public Comment before Board action:

**C. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Offer Carlos Aguilar the position of Lead Road Person at \$20/ hour with benefits.

Open for Public Comment before Board action:

**D. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Offer Carina Owens the full-time OIT position with benefits contingent upon passing the water certificate exam in September.

Open for Public Comment before Board action:

**E. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Engage Shaw Engineering to prepare bids for FEMA culvert and Northern Road projects as soon as they are available. The fee for preparation of each bid will not exceed \$2,700.

Open for Public Comment before Board action:

**F. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the winning bid for the FEMA contract for the Southern Road Project. Bids will be opened at the TREGID office on August 12, 2024.

Open for Public Comment before Board action :

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- G. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the purchase of an asphalt roller. The budgeted purchase expense will not exceed \$12,000.

Open for Public Comment before Board action:

- H. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Purchase of parts and tires for the 4-yard dump truck. The budgeted purchase expense will not exceed \$1,500.

Open for Public Comment before Board action :

- I. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve the purchase of a new computer for the DOM.

Open for Public Comment before Board action :

- J. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Amend the previously approved expenditure awarded to Colbre. This is for the repair of the roads and was approved at the June 12, 2024, regular board meeting . The expenditure was for 9 days at \$7995 per day totaling \$71,955.

Open for Public Comment before Board action :

- K. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve overtime request and mileage reimbursement for the DOM, Rob McVicker. Mileage total: \$330.98 Overtime total: \$174.90 Total expense: \$505.88. Item 1 in the Board packet. Item #3 board packet.

- L. For Discussion and Possible Action to approve, approve with modifications or conditions, or deny:** Approve Resolution 24-06 amending SR 25.12.4.1-random drug testing-will include the wording, " safety sensitive employees" and strike out the wording, "and managers".

Open for Public Comment before Board action :

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

**10) PUBLIC COMMENT:**

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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.

11) **ADJOURNMENT**

**TIME:** \_\_\_\_\_