

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: February 12, 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, January 3, 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 or

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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: TREGID2023@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: 1803

2. PLEDGE OF ALLEGIANCE by Trustee Tanner

3. ROLL CALL OF BOARD MEMBERS: All present

4. STAFF PRESENT: Lead Worker Carlos present, DOM Rob present, and Carina present

5. INTRODUCTION OF GUESTS: Amy Burgan on phone, Frank Flaherty Legal Counsel

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.

Alton Randall resignation at recommendation Amy Burgan from AG of the State with the eligibility to run for the vacated seat. Amy Burgan discusses vacancy in GID Board. DA and Amy interpretation of the law did not believe Alton had to have to file to run. The AG stated in an email that the Ballot requested 2 Board seats open and with the third opening did not automatically fill the vacancy. An email was sent to Amy Burgans from the AG. The Board can vote to fill the seat. Wendy Jackson questions if Alton can fill the open position. Alton is eligible. Donna Tanner questions if vacancy is available to all. Anyone can put their name in to apply. 30 days to appoint. Donna Tanner asks about advertising open board position being available. Trustee Sanchez will post on local Facebook page for TRE. Dave Akola comments what he believes is illegal dumping of material blocking drains. Comments regarding water system and

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drainage blocks. Wendy Jackson questions status of Audit and accessing all systems in transition for DBM. Status of Phase 2 for Fire Suppression.

6. AGENDA APPROVAL:

For Possible Action: Board action to approve the Agenda for the **February 12, 2025**, Regular Meeting

Public Comment before Board Action: Trustee Sanchez motion, Trustee Becker seconds, Motion approved 4-0.

7. MINUTES APPROVAL:

For Possible Action: Board action to approve the minutes of **January 8, 2025**, Regular Meeting

Public Comment before Board Action: Trustee Sanchez motions, Trustee Tanner seconds, Motion approved 4-0

For Possible Action: Board action to approve the minutes of **January 29, 2025**, Special Meeting

Public Comment before Board Action: Donna Tanner requests some additions and clarifications. Trustee Becker motions, Trustee Sanchez seconds. Motion passed 4-0.

CONSENT CALENDAR

- A. For Possible Action:** Bills to be paid for February 2025 (see attached reports available)
1. Water Bills: \$
 2. Road Bills: \$
 3. Bergkamp: \$
 4. Debt Service \$
 5. Projects \$

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Open for public comment before Board action: Jeff Burgess reported we still have limited access and next month should have a better understanding of what bills are being paid. Wendy Jackson asking for clarification if bills are being sent to New DBM. Donna Tanner commenting on Letters of Commitment and requirements. Mike Tanner questioning Well Permits status. Permit for 1 current Permit for 6 current and Well 8 is not on line. Rob (DBM) requested permits from Deborah Conners to no avail. Frank Flaherty looking into websites. Cody Black may be a good resource for information.

REPORTS

9. **REPORTS:** For Discussion Only:

- A. Treasurer's Report: (see attached)
- B. Water Operator's Report (see attached)
- C. Road Report: (see attached)
- D. Attorney's Report: Audit, Small Claims, Bergkamp, transition to DBM, vacancy in election, pull pack report, and quarterly report due Friday. Agendas, Minutes, Special meeting
- E. Engineer's Report: Extensive list of items with a plan will be presented to the board for further review from Alton Randall.
- F. FEMA Report: Donna Tanner reporting 2 projects. FEMA in a review process for Northern Roads.
- G. Audit. Audit should be completed before the 28th of February.

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: GID provided culvert cleaning and replacement. Residents to provide the pipe for repair and work completed when work convenient for the GID at no cost to the residents.

Open for Public Comment before Board Action: Corina Owens from GID spoke on cleaning culverts for seniors and low income but open to entire community. Legal diameters. Frank would have to look into legality. If it is in GID easements. Rob spoke on standing rules responsibilities for residents and GID. Trustee Tanner spoke on Standing Rule 8 for applications. Wendy Jackson spoke on Western Nevada Supply discount. She also spoke of new mandates for the county. Sandi Offenstein discusses aprons and costs. Permits may require a licensed contractor. Alton Randall discussed requirements

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from GID and County. Donna Tanner is concerned about Legal Liability. Trustee Becker moves to table item, Trustee Sanchez seconds Motion tabled 4-0.

For Discussion Only: The TREGID staff is responsible for following the procedures set forth in Standing Rule 31 when the GID receives a request for public records and responds to that request.

Open for Public Comment before Board action: Trustee Sanchez spoke on the possibility of placing meeting recordings on TREGID website and hopes to have them available to the public within a couple months.

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.

Open for Public Comment before Board action: No Action

For Discussion and Possible Action to approve, approve with modifications or conditions, or deny: Approve and authorize the District Business Manager to acquire Last Pass password management system for the office at \$7/person/month (\$756 per year for all employees and Trustees)

Open for Public Comment before Board action: Ability to secure password for both trustees and GID employees. Allow proprietary emails. Alton Randall approves of the idea. Two Managers and Two Trustees have access. Trustee Sanchez motions, Trustee Becker seconds motion carries 4-0

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

PUBLIC COMMENT:

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Open for Public Comment before Board action: Sandi Offenstein thanks Donna Tanner for her commitment to FEMA. Sandi Offenstein is interested in forming committees moving forward and requesting all contracts remain in office if review is needed.

ADJOURNMENT

TIME: 7:37 p.m.

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