

MINUTES OF MEETING  
CAVE ROCK GENERAL IMPROVEMENT DISTRICT\*  
Monday, November 12, 2018

1. **CALL TO ORDER:** Meeting called to order by Chair Ralph Miller at 10:01 at 275 Wren Circle, Cave Rock, NV

2. **ROLL CALL:** Ralph Miller, Marge Hauge, Don Blackard, Joanne Zerg, Colin Dawson\*\*

**GUESTS:** Ella Laden; CPA, Michael Rooney, Linda Rooney, Dick Dernbach, Ron Right, Insurance agent

3. **PUBLIC COMMENT:** Marge Hauge informed us that after her home faucets would not turn off, her plumber found random pieces of plastic jamming the faucet connection, thus causing the problem. The plastic was not part of the plumbing equipment and so did the plastic come in through our public water supply? Good question.

4. **APPROVAL OF AGENDA:** Marge moved to approve the agenda with modifications to the order of the agenda; Colin seconded, all ayes.

5. **APPROVAL OF MINUTES** of October 8, 2018: Marge moved to approve the minutes; Don seconded, all ayes.

6. **FINANCIAL:** Ella Laden, CPA, presented the 'petition for resolution & exemption' report. Colin moved for approval of the report with one exception, which is to hold in reserve \$5,000.00- \$10,000.00 to pay for an audit if CRGID spends \$500,000.00 in 2019 to resurface neighborhood roads. Marge seconded; all ayes. Ella presented the FY2018-2019 Compilation Report for State and County; Don moved to approved the report; Colin

seconded; all ayes. Marge moved to approve the financial reports, P&L statement, Checking Acct Balance Statement. Colin seconded, all ayes. Regarding CRGID's Bank of America accounts, Marge motioned that effective 11-12-18, Joanne Zerg and Ralph Miller are added as signers on BofA accounts and that effective 1/1/19, Colin Dawson and Don Blackard will be removed as signers on said account and the 2 new CRGID Trustees, Dick Dernbach and Michael Rooney will be added as signers on the BofA accounts. Colin seconded, all ayes.

Regarding the CRGID Wells Fargo bank accounts, Marge motioned that effective 1/1/19, Colin Dawson and Don Blackard will be removed as signers and Dick Dernbach and Michael Rooney will be added as signers on the accounts. Don seconded, all ayes.

Ralph met with Mel Murray from Wells Fargo to discuss Wells Fargo fraud alert systems relating to account security. The GID is considering converting the CRGID accounts to an "analyzed account" with additional security. The set up charge is \$80.55 the monthly charge is \$8.52 (charged locked in for 2 years.) Discussion followed, no action taken at this time.

**7. INSURANCE POLICIES:** Ron Right, our insurance representative, discussed our insurance plan coverage. Discussion followed regarding the need to be sure all contractors hired are self insured for the proper coverage amounts. Thus, Ralph will review major contracts with our vendors to make sure they are properly insured. Colin moved to accept the current insurance policy as written. Don seconded, all ayes.

**8. SNOW REMOVAL:** The snow removal contract cost for Winter 2018-2019 is a minimum of \$22,750.00. \$9,100.00 due 12/1/18, \$9,100.00 due 3/1/19, balance due 6/1/19. Ralph motioned to approve the snow removal contract subject to insurance representative Ron Right's review of the contract and authorized Ralph Miller to pay up to \$5000.00 if insurance cost is increased. Marge seconded. All ayes.

**9. ANNUAL RECURRING EXPENDITURES:** To simplify the approval and payment process for GID recurring expenditures, it is RESOLVED that the

following annual recurring expenses for the fiscal year 2018-2019 may be authorized and paid according to the following schedule:

<u>TASK</u>	<u>ANNUAL EXPENSE LIMIT</u>
Annual backflow test	\$ 200
Street sweeping	\$15,000
Snow plowing	\$40,000
Water bills	\$ 3,000
CPA	\$10,000
Landscaping	\$15,000
Insurance	\$ 3,000
Electric	\$ 3,500
Weed Control	\$30,000
Street repair	\$10,000
Trash bin	\$ 1,000

The Treasurer and one additional Trustee must authorize all payments if the amount exceeds \$500.00. In addition, it is RESOLVED that the Treasurer is authorized to approve and pay Trustees for meeting attendance in the then current approved amounts. And finally, it is RESOLVED that individual miscellaneous expenditures in the amount not to exceed \$500.00 each may be authorized by the Treasurer and 2 additional Trustees. Colin motioned to adopt the resolution to authorize specific recurring expenditures be approved and authorized annually. Don seconded, all ayes.

**10. STONEMWORK & LIGHTING:** Joanne will look into installing lighting at the Cave Rock trailhead entrance for added night security. She will also price the expense to add granite stone to the existing concrete wall at the trailhead in hopes of deterring graffiti.

**11.** VCR HOTLINE: Douglas County has created a hotline for residents dealing with VCR issues. Received as a URL by CRGID, it will be emailed to all residents of Cave Rock.

12. FUTURE MEETINGS: March 25 or 26 or 27, 2019 at 10:00.

**13.** ADJOURNMENT: Don moved to adjourn the meeting at 1:12 Joanne seconded.

\*The voice recorder for this meeting failed to work; this record of the minutes is compiled by the Secretary's notes.

\*\*Colin Dawson left the meeting at 12:10 due to a prior scheduled appointment.