

MINUTES OF MEETING
CAVE ROCK ESTATES GENERAL IMPROVEMENT DISTRICT
November 5, 2020
1:00pm via electronic teleconference

Due to a recent rise in COVID19 virus numbers and in accordance with Gov. Sisolak's emergency declaration and the recommendation of the Federal Coronavirus Task Force, this meeting of the Cave Rock Estates General Improvement District Board of Trustees was held electronically using 'gotomeeting.com/join' Link: <https://www.gotomeet.me/rmiller66>. Copies of the agenda were posted at least 3 business days prior to the meeting day at: Cave Rock Drive street sign near the Villas, Cave Rock/Winding Way street sign, and at the Corner of Wren/Pheasant Lane and Winding Way.

1. CALL TO ORDER: Meeting called to order by Chairperson Ralph Miller at 1:00pm via gotomeeting electronic conferencing.

2. ROLL CALL - Establish Quorum: Ralph Miller, Marge Hauge, Dick Dernbach, Joanne Zerg, Michael Rooney

GUESTS: Karen Andrews CPA, Steve McVicar CPA, Larry Walth, Michelle Greer, Annette Green

3. PUBLIC COMMENT: None

4. APPROVAL OF AGENDA: Joanne moved to approve the agenda, Dick seconded, all ayes.

5. APPROVAL OF MINUTES of August 19, 2020: Joanne moved to approve the minutes; Dick seconded, all ayes.

6. FINANCIAL: Annual Compilation Report & Financial Statement Petition for Resolution and Exemption 2021-2022

Steve McVicar and Karen Andrews, representing 'Ella Laden CPA', presented the Annual Compilation Report and Financial Statement Petition for Resolution and Exemption 2021-2022. A full report was distributed and described. Marge moved to approve the Annual Compilation Report and Financial Statement Petition for Resolution and Exemption 2021-2022. Joanne seconded, all ayes.

The financials and the Balance Sheet were reviewed in detail. The road maintenance cost of \$145,200 represents the largest change in the projected budget. Ralph noted that the CREGID is involved in a dispute over an expected \$20,000 from Douglas County as a reimbursement for the work performed which was caused by leaks in the system. Ralph will continue to update the Board on any future progress.

Marge made the motion to approve the financial reports as presented and authorize Ralph to sign the associated documents with a second by Joanne. All ayes. Sierra Christmas charges were reviewed which included the lighting of the tree at the corner of Highway 50 and Cave Rock Drive. The work will be a two day job scheduled to begin on November 9, 2020. Two checks were prepared, one as a deposit and one to be provided when the work is completed.

7. Selection & appointment of Trustee for vacant 2 year Board position

Dick Dernbach made the motion to appoint Joanne Zerg for this position, with a second by Marge Hauge. Brett Tibbits was nominated by Ralph Miller for this position. There was no second to support this motion. The vote to approve Joanne Zerg was unanimous.

8. Discussion only on our water system replacement this summer; what went right, what went wrong, what we should be asking Douglas County for Phases II & III.

Mike discussed an issue of the initiation of work prior to 7:00am. He wondered if there is a county requirement regarding hours of operation. Ralph will discuss with the new contractor. Dick discussed a concern regarding the budgetary issues related to next year's expenditures with respect to the costs that will be anticipated. Ralph noted that further coordination with Douglas County regarding anticipated financial participation will be necessary. Marge proposed sharing the anticipated costs between the two fiscal years. Ralph will follow-up with this suggestion as related to the fiscal rules for allocating funds between years. Ralph will verify that Year #2-#3 will be completed in Summer, 2021.

9. Discussion and possible motion on approval of 2020-2021 Snow Removal Contract

Marge was successful in obtaining the 2020-21 Snow Removal Contract. Mike worked successfully with Rory Keeney, Buckeye Construction, to add verbiage to the proposed contract to include statutory requirements for the use of sanding material and the protection of the curbs against damage by snow plow blades. Rory has agreed to work together with the CREGID to identify the specific areas to be addressed with respect to the curbing issues. Dick will work together with Rory to install the poles in the necessary areas. Mike will be available to support.

Mike worked with Rory to determine that he will be using a new spreader which will

more appropriately spread the material on the roadways. TRPA has a requirement for the spreading of the mixture of material which will be followed by the contractor.

Ralph noted that there is an increase in the minimum monthly rate (from \$2800 to \$3200). Marge noted that there is now an increased cost to insurance (prorated among clients) and additional employees to support snow removal needs. This rate is charged monthly in addition to any costs for the use of equipment.

Mike will clarify any additional hourly charges for the new vehicle for the spreading of the traction material.

The motion to approve the amended contract was made by Dick with a second by Joanne. All ayes.

10. Discussion and possible action regarding parking control at Cave Rock Trailhead

Joanne discussed issues related to overnight parking/camping at the Cave Rock Trailhead and at the end of Chukkar. She proposed the installation of signage to state “no overnight parking” as an initial step. Mike broadened the issue to illustrate parking issues in the area of the trailhead. Additional concerns were addressed to include the creation of a “parking lot” with striping to delineate parking spaces near the trailhead. With additional publishing on blogs, this area is very active including gatherings (wedding, etc) with cars speeding up/down the hill, major increase in noise, traffic, pedestrian traffic, frequent illegal parking, emergency vehicle lack of access, trash, littering, cigarette butts, ignoring signage and abusing the area. Mike recommends the addition of signage nearing and around the hairpin turn.

Marge provided historical information related to the Villas’ request for guest parking along the roadway. Mike recommended that two-three parking places with the addition of “no parking signs” from this area to the home beyond the hairpin turn. “No parking” signage could be installed from the professional building along the entire roadway along the Villas retaining wall. Annette and Michelle noted additional “no parking signs” should be installed along Winding Way. Annette noted that cars are found to be photographing homes, with is uncomfortable.

Ralph noted that the GID does not have the authority to delineating parking areas. This would need to be approved by the County. In reviewing past projects, the County was not involved in approval. This could be further explored.

Marge further suggested that red striping be painted along the hairpin turn. The Forest Service should be involved in the issues that are impacting our local area in a negative way.

Mike suggested the addition of boulders along the roadway along with “no parking signs” could help to eliminate illegal parking.

Ralph will further clarify the CREGID’s ability to designate parking areas. He will work with Doug Richie to determine the next steps. Ralph recommended that proposals are created by the Trustees for designated parking and no parking areas. This item will be placed on the next agenda for action.

11. Discussion and possible action on installing a ‘sand shed’ roof for coming winter season

Mike has spoken with representatives from NTCD, Douglas County, contractors and others to determine that the extreme costs associated with such a project are not appropriate at this time. Since the contractor (Buckeye Construction) has plans for the addition of a new spreading vehicle, this issue will not be necessary to further discuss.

12. Review & possibly update “Annual Reoccurring Expenses’ categories and dollar amounts

This item was discussed In order to grant authority to individuals on the Board for

up to \$500 if within the budget to authorize expenditures outside of Board meetings. If the amount exceeds \$500, the Treasurer and one other trustee must authorize such an expenditure. No further action is needed at this time. Street sweeping has not been done to date. The Trustees discussed the need to find the best time to complete this task in the Fall to ensure that the drains are not clogged by the leaves and pine needles. Joanne will follow up on scheduling the street sweeping.

13. Establishment of future meetings

Marge noted that a meeting will be scheduled in March to approve the preliminary budget. The future meeting date will be determined as needed. A meeting may be needed to approve a “go to meeting” contract pending the cost.

14. Adjournment

The motion was made to adjourn the meeting by Joanne with a second by Marge. All ayes.

The meeting was adjourned at 2:43pm.

Respectfully submitted,

Joanne Zerg, Secretary
Cave Rock Estates General Improvement District