

MINUTES OF MEETING
CAVE ROCK ESTATES GENERAL IMPROVEMENT DISTRICT
Monday, May 15, 2023
1:30pm

This meeting of the Cave Rock Estates General Improvement District Board of Trustees was held on Monday, May 15, 2023 at 1:30 PM at 1317 Winding Way, Glenbrook NV 89413. Copies of the agenda were posted at the following locations at least 3 business days prior to the meeting day: Cave Rock/Winding Way street sign, and and at the Corner of Wren/Pheasant Lane and Winding Way.

1. **CALL TO ORDER:** Meeting called to order by Chairperson Ralph Miller at 1:34 pm.

2. **ROLL CALL - Establish Quorum:** Ralph Miller, Norman Hauge, Dick Dernbach, Perry Muir and Mark Holmlund

GUESTS: Steve McVicar and Marge Hauge

3. **PUBLIC COMMENT** - none

4. **APPROVAL OF AGENDA**

Perry moved to approve the Agenda, Dick seconded. All ayes.

5. **Approval of Minutes of Regular Meetings on January 12, 2023 and April 05, 2023**

The motion was made to approve the Minutes of the Regular Meetings on January 12, 2023 and April 05, 2023 by Mark, with a second by Norman. All ayes.

6. **Financial: Final budget for fiscal year ending June 30, 2024 financial reports to be submitted to the state and disbursements to date**

The trustees reviewed the final budget for fiscal year ending June 30, 2024 for submission to the state and disbursements to date.

Steve McVicar the preliminary budget was approved by the State as meeting all legal requirements. There were no changes made since the discussion at the previous meeting. Steve noted that the expenses are not exceeding \$299,000, which is an authorization for spending, if necessary.

The Balance Sheet and Check Register were reviewed by the Trustees as of the date of this meeting. The Budget vs. Actuals were also reviewed by the Trustees. The largest expense was in the category of snow removal, given the heavy snow fall this winter.

There may be additional interest rates available that could be pursued at a later date by the Trustees. A discussion was held related to the sources of income and possible future expenditures including the process for special assessments.

Mark made the motion to approve the Final 2023-24 Budget and Financial Reports and authorize the submission to the State, with a second by Dick. All ayes.

7. Discussion and approval of road maintenance projects:

Crack Sealing

Douglas County will be adding a slurry coat after the installation of the vault/pump station is completed. The slurry coat to the lower portion of the roads which will extend to the intersection of Hwy. 50.

Striping

The GID is responsible for funding the roadway striping. Douglas County may contribute to the payment for the striping if striping is done per NDOT standards. This project would need to be delayed until the re-surfacing, street sweeping and sealing are completed. Stripes may need to be redone at each curve with one line only which would need to be funded only by GID funds, as this single line is not within the NDOT standards. Dick will follow-up for further clarification of costs and requirements.

Water Damage Repair and Retaining Walls

Significant damage is noted as a result of erosion of the roadway at Winding Way and the erosion of retaining walls at the corner of Robin and Gull and at Wren Circle. Dick will further discuss these areas with local contractors to repair the current walls, or incur further expense by placing with boulders in lieu of repairing retaining walls. It was also noted that there is a great deal of erosion near the fire hydrant.

The Trustees will continue to monitor the status of the retaining walls within the GID to address the issues that have been created by the heavy winter. Dick will pursue bids for the work on the retaining walls and water damage repair.

Marge recalled receiving grant funding in the early 1990's to fund the project for installation of retaining walls. Therefore, it would be the responsibility of the GID to maintain the investment. Unfortunately, additional FEMA funds are not available to assist as FEMA's current policy is to make grants after a catastrophic failure. It will probably be necessary to repair rather than replace given GID funds will have to be used. This could be a question for our CPA firm for the past documentation and possibility for moving forward. Perry will pursue bids from F & B Construction and Buckeye Construction.

Street Sweeping

There will need to perform the street sweeping initially. Dick is pursuing two bids from local contractors. It is necessary to remove the mud on many roadways, as the

drainage is causing a large flow of water and dirt or erosion to the slope and roadway. A culvert may be needed to stop the undermining of the erosion along Winding Way.

"The streets do need sweeping, and the trustees asked the bids be solicited.

It is estimated that the cost would be about \$4,200.00 given the extensive sweeping needed with additional funds required to address the mud removal in these areas.

Dick made the motion to approve no more than \$7,500 for mud removal and street sweeping, with a second by Mark. All ayes.

Vent Lines may be leaking at the corner of Gull and Winding Way and at Wren Circle. The trustees asked Marge Hauge to obtain additional information from Tahoe Douglas District since she is a member of the Board of that organization.

Entrance Maintenance

Mountain Valley Landscaping will possibly be submitting a bid. Others will be contacted and pursued for the landscaping of the front entrance monument area.

Back Flow Testing

Dick noted that this testing is being done today on the irrigation in the monument/front entrance area. This is required.

Agenda Posting Boxes

Dick will order and install new boxes as the current boxes require replacement.

Burn Piles on Federal Land/Clean Up of Forest

Tahoe Douglas Fire District has obtained authorization to conduct the burning of piles on Federal Land. Mountain Mahogany trees within the GID may be removed by the Tahoe Douglas Fire District. Dick is working with the fire inspector to address downed and dying trees. There is plan to place a fire break above the GID to enhance safety.

8. Cleanup Dumpster Ordering

Dick will order the clean-up dumpster to be delivered on the Friday of the Memorial Day weekend. It will be placed at the bottom of Chukker and another dumpster could be ordered, if needed, for an additional week.

The motion to approve the ordering of the initial week and additional week of the dumpster was made by Mark with a second by Norman. All ayes.

9. ADJOURNMENT

The motion was made by Dick to adjourn the meeting with a second by Mark. All ayes. The meeting was adjourned at 2:44 pm.

Respectfully submitted,

Dick Dernbach, Secretary
Cave Rock Estates General Improvement District