

**MINUTES OF MEETING - DRAFT**  
**CAVE ROCK ESTATES GENERAL IMPROVEMENT DISTRICT**  
**Monday, April 8, 2024**  
**1:30pm**

*This meeting of the Cave Rock Estates General Improvement District Board of Trustees was held on Monday, April 8 at 1:30 PM at 1317 Winding Way, Glenbrook NV 89413 and as a virtual meeting. The Zoom login was <https://us06web.zoom.us/j/6908379676?pwd=MhfR24hw0c6VGceDNGPOHxbyfjiJM5.1>; Meeting ID is 690 837 9676. Passcode: Financial. For phone, dial in at 16694449171, ID;6908379676, PW:8366472. 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 at the Corner of Wren/Pheasant Lane and Winding Way.*

**CALL TO ORDER:** Meeting called to order by Chairperson Ralph Miller at 1:57 pm.

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

**GUESTS:** Marge Hauge and Steve McVicar

**3. PUBLIC COMMENT** - none

**4. APPROVAL OF AGENDA**

Dick made the motion to approve the Agenda, Perry seconded. All ayes.

**5. Approval of Minutes of Regular Meeting on November 9, 2023**

This action was deferred to the next meeting.

**6. Financials**

Tentative fund balance was reviewed along with the expected revenue of \$135,548. An estimate of \$299,000 is included in the tentative budget which will be formally approved in May, 2024. Given the tentative budget, there would be an estimated \$320,941 in the ending fund balance at the end of the fiscal year.

Marge will follow-up on the discussion of the Board regarding additional strategies for gaining additional interest on the funds in the accounts. She will contact Wells Fargo bank and share her findings at the next meeting.

Steve reviewed the Profit and Loss report and provided additional detail to the Board.

The current Balance Sheet was reviewed by Steve McVicar using the fiscal report year to date.

Steve McVicar reviewed the Check Register and provided additional detail to further clarify and illustrate the expenses paid through March, 2024.

### ***Approval of Tentative Budget***

Mark made the motion to approve the proposed Tentative Budget which was seconded by Dick. All ayes.

The date and time for the approval of the Final Budget is set for May 23 at 3:30pm.

## **7. Discussion and approval of road maintenance projects:**

### ***Snow Removal Contract***

Concerns were expressed over the excessive berm that was created by the snow removal.

### ***Street Sweeping***

Dick asked to defer the contract for sweeping to the next meeting. He discussed with the Board that TRPA may have acquired a sweeper that might be available to our CREGID. This will be discussed at the next meeting.

### ***Retaining Walls***

Mark noted that he took photos of the walls that need attention and has determined that the wall on Robin is most in need of repair (\$29,400 bid received). More detail will be discussed at the next meeting. Dick reminded the Board of the need to further review the sewer vent pipe that may be causing the issue with the poor drainage. He recommended working once again for support from the sewer district to address this vent pipe issue.

Marge noted that the corner of Wren seems to be worse than Robin. She also noted that Gull Court also has significant issues that need to be addressed. She recommends that estimates should be obtained from Buckeye Excavation.

Mark proposed contacting Buckeye Excavation to determine the level of expertise compared to F and B Construction who has already submitted a bid for all areas. Pending the receipt of an additional estimate, a vote of the Board could be considered for the various retaining walls to be addressed.

### ***Drain Cleaning***

Dick believes that there may be plugged drains under the roadway. He expressed concerns over the drains on Robin. He will pursue an estimate to review the actual needs. The sewer district may be able to support the CREGID with this project. Marge will pursue the possibility of using the resources of the sewer district and will report back to the Board at the next meeting.

### ***Signage Replacement***

The Board previously discussed the fact that the signage at the end of Chukkar had disappeared including a notice prohibiting overnight parking and camping, along

with associated fines. There are now other signs that require replacement due to damage and others that have disappeared. Dick will follow-through with assessing the needs of the missing signage and will place the orders.

Roadway erosion needs to be addressed in order to protect the current roadway. A second bid is expected to be reviewed by the Board at the next meeting.

### ***Entrance Gate***

Ralph has requested two estimates that have not yet been received. He explained that an island may be required to house the buttons for operating the gate by the driver. A swing gate rather than a vertical lift gate may be more cost effective. Emergency and delivery vehicles would have access as well as all residents. The Board discussed concerns regarding the placement/location of the gate. There was discussion regarding possible closure of the gate during the summer months only. Engaging the county road engineer is essential to provide input on the most appropriate placement of the gate as the county will be issuing a permit. More discussion will be scheduled for the next meeting.

### ***Spring Clean-Up Dumpster***

Dick will work on behalf of the Board to make the arrangements for the dumpster for a two week period. Two separate orders will be made for the two dumpsters. The Board would like to consider delivery of the first dumpster on May 27 or 28 (first week) with a pick up on June 10 or 11 (after the second week).

Dick made the motion to order the dumpsters not to exceed \$2000. Perry seconded the motion. All ayes.

### ***Discussion***

The next meeting is scheduled for May 23 at 3:30pm.

## **8. ADJOURNMENT**

The motion was made by Norm to adjourn the meeting with a second by Perry. All ayes. The meeting was adjourned at 3:22pm.

Respectfully submitted,

Dick Dernbach, Secretary  
Cave Rock Estates General Improvement District