# MINUTES OF MEETING
# CAVE ROCK ESTATES GENERAL IMPROVEMENT DISTRICT
# Wednesday, April 2, 2025
**1:30pm**

This meeting of the Cave Rock Estates General Improvement District Board of Trustees will be held Wednesday, April 2, 2025 at 1:30 pm at 1317 Winding Way, Glenbrook NV 89413. The on line Teams login is:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGNiMzM5ZmEtZDdhMi00NjFjLWI5ZmQtZDE2MzBjMmFiYTQ0%40thread.v2/0?context=%7b%22Tid%22%3a%22f7e124e1-3cbb-4714-b90e-d08652874b65%22%2c%22Oid%22%3a%224fe9cf07-e903-465a-9024-0d13b2e6f3e2%22%7d
Phone in: 368 361 718 056
ID: Eg3bZ3gr

Copies of the agenda were posted at the following locations at least 3 business days prior to the meeting day: Cave Rock Drive street sign below the Cave Rock Villas, Cave Rock/Winding Way street sign, and the street sign at the corner of Wren/Pheasant Lane and Winding Way. Electronic copies of the agenda can be found at https://NoticeNV.gov and https://www.CaveRockGID.org

1. **CALL TO ORDER**: Meeting called to order by Mark Holmlund at 1:33 pm.

**2**. **ROLL CALL - Establish Quorum**: Mike Smart, Norman Hauge, Dick Dernbach, Perry Muhr and Mark Holmlund

**GUESTS:** Marge Hauge and Jim McCanna
Marge commented upon the current PO Box for the CREGID.

**3. PUBLIC COMMENT** - None

**DISCUSSION AND ACTION MAY TAKE PLACE ON ANY OF THE FOLLOWING ITEMS:**

**4. Approval of Agenda**
Dick made the motion to approve the agenda with a second by Mike. All Ayes

**5. Approval of minutes of regular meeting on January 24, 2025**
Norm made the motion to approve the minutes of the regular meeting on January 24, 2025 with a second by Mike. All ayes.

**6. Financials- Steve McVicar, Presenter**
**Petition and resolution for exemption**

**Compilation report and financial statements FYE June 30, 2025**
**Financial Reports this fiscal year-to-date**
**Discussion:**
Steve reviewed the process of developing the tentative budget in April, with approval in May. Purpose of development of the budget is to allot expenditures in specific categories. The ending fund balance was reviewed for the Board along with the estimated taxes to be received. $508,068 is the projected ending fund balance. The tentative budget includes estimated income/revenues. $299,000 is anticipated as expenditures which avoids an audit, as this is considered a "small GID" by the State of Nevada. $348,762 would be the ending fund balance in Spring, 2026.

**Summary and Action Steps:**
The motion was made by Dick to approve the Tentative Budget as presented for 2025-26 with a second by Perry. All ayes.

Steve reviewed the Balance Sheet which is in a strong position. He reviewed the Profit and Loss Report for the current year to date. He also reviewed the transaction records for Trustee review and understanding.

May 22, 2025 has been scheduled for the budget finalization.

**7. Discussion and approval of Letter Of Intent between NTCD and CREGID for drainage design and work**
Mark provided the following input and details for the Trustees to review. This included an update on NDSL/NTCD project to mitigate/improve water runoff on GID roads and address failing retaining walls.
1. He reviewed a subcontract proposal between NTCD and CREGID and a Statement of Work (SOW) with a project budget (design phase only).
2. The contemplated project has two phases: 1) design and 2) implementation.
3. NDSL is requiring CREGID to hire NTCD as a consultant before proceeding.
4. Once CREGID hires NTCD, NTCD will complete and submit an application for grant money from NDSL and LTRA (federal funds) on behalf of CREGID.
5. NDSL requires all grant applicants to commit to the full project, not just the design phase.
6. If CREGID is unable to obtain grant money, NTCD is asking to be reimbursed for the prior work it has done, $3500 (a very reasonable request, in my opinion).
7. If CREGID obtains the grant money, its total financial commitment is 25% of the design budget, or $86,308, (which includes the $3500). This assumes that the grant money covers 100% of the implementation phase (approximately $2.3 million).
8. It is unclear at this point as to the financial commitment of the CREGID if the grant money does not come through, as it requires a significant financial commitment from the CREGID to begin the implementation phase.
9. The NTCD board is meeting the week of April 7 to approve the subcontract. Once that is done, they will sign it and want CREGID to sign it.
10. My main concern is making sure that CREGID doesn't have a large unknown financial commitment that is either very difficult to meet or one we are unable to meet.
11. Chris LaCasse of NDSL has indicated he will review NTCD's work, which suggests the scope and cost of the project will change (i.e., likely go down as he excludes certain items)

Possible strategy proposed by Mark: Wait until the CREGID Meeting scheduled for May 22 prior to committing

**Discussion:**

Dick supported Mark's concern about the CREGID's not committing to the process in advance. Mark and Dick noted that Chris may make some changes to proposed project which will be reviewed in the future prior to beginning the project. The CREGID should have an option of making repairs to areas that need to be addressed if not included in the project.

**Summary:**

Mark recommended that the Trustees consider moving forward to signing the commitment for the design and the entire project. Dick agreed with this recommendation.

**Action Steps:**

The motion was made by Mike to move forward with the design and full project as presented, with a second by Dick not to exceed $86,308. Mark is authorized to sign the required documents and submit as appropriate. All ayes.

**8. Discuss progress of CREGID bank account(s) changes for increased returns and changes to signatories**

**Discussion:**

Marge Hauge reviewed the history of savings accounts in the local area and the discussion from the January 24, 2025 meeting. Marge will remain on the account to advise only.

**Summary and Action Steps:**

Norm Hauge and Mike Smart are the two signatories who will meet next week to sign all required documents.

**9. Entrance tree and monument lighting**

**Discussion:**

Perry provided input on possible lighting options including spotlights which may cost $850 for the outdoor equipment. The current estimate is $18,000 for re-lighting the tree. Perry will continue to determine the need for lumens to sufficiently light the tree. Mark noted that the neighborhood residents like the lighted tree. Dick suggested flood lights from three sides to fully illuminate the tree. He also suggested splitting the electrical source for the lighting. Trimming of the tree will be pursued through our landscaping provider. Dick suggested that this project be a "prototype" for the future. More information will be provided at the meeting on May 22, 2025.

**Summary and Action Steps:**

The Board authorized $2,000 for any costs associated with assessment and re-lighting of the tree at the January 24, 2025 meeting. No further action was taken.

**10. Discussion and approval of road maintenance - previously discussed**

**Retaining walls**

**Drain cleaning - previously discussed**

**Road runoff mitigation - previously discussed**

**Entrance gate**

**Discussion:**

Dick reviewed the costs of a preliminary proposal for $5800. The board previously approved up to $6,000. Dick requested an additional $1000 as needed for future submissions including printing and submittal fees. Eastern Engineering is committed to preparing the final design, with an estimate of $16,000 not including other costs including building plans. CREGID has committed to Eastern Sierra to move forward following the permitting processes and plans. Contracting with construction companies will represent additional costs to be determined at a later time.

**Summary and Action Steps:**
The motion was made by Mike to authorize an additional $1000 for continued proposals and designs with a second by Perry. All ayes.

**11. General discussion not to be acted on**
Mark reported on plans to make the meeting minutes more user-friendly. Each item will include "Discussion" - "Summary" - "Action Steps" moving forward.
Mark met with Ralph to review the Contact List. Ralph will continue to work toward updating it before forwarding it to Mark. Mark would like to use the contact list to invite the community to attend meetings and/or to send periodic e-mail messages to owners.
Document retention — NRS has state requirements for maintaining agendas, minutes and financial records per Dick's input. Colin Dawson may have many documents to be reviewed. Dick used the State Library services to scan documents which may be helpful in reviewing these. Dick will work with Steve McVicar to ensure that the documents are updated and scanned to date.
Mike noted a very slick area on Cave Rock Drive near Highway 50 near the stop sign. He would like to consider sanding this area early in the plowing process. Working with Rory (Buckeye) is recommended as a possible strategy to propose. Marge will contact Rory to request this change.
The next meeting is scheduled for May 22, 2025 at 1:30pm.

**12. ADJOURNMENT**
The motion was made by Mike to adjourn the meeting with a second by Perry. All ayes.
The meeting was adjourned at 2:55pm.

Respectfully submitted,

Dick Dernbach, Secretary
Cave Rock Estates General Improvement District