

**MINUTES OF MEETING
CAVE ROCK ESTATES GENERAL IMPROVEMENT
DISTRICT**

Thursday, May 23, 2024

3:30pm

This meeting of the Cave Rock Estates General Improvement District Board of Trustees was held on Thursday, May 23, 2024 at 3:30 PM at 1317 Winding Way, Glenbrook NV 89413 and as a virtual meeting. The Zoom login was <https://us06web.zoom.us/j/86102877272> pwd=PwQHABFratK4sUfZ8Jy8zm4yHfNbYb.1; Meeting ID: 861 0287 7272 Passcode: 571618 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.

1. CALL TO ORDER: The meeting called to order by Chairperson Ralph Miller at 3:52 pm.

2. ROLL CALL - Establish Quorum: Ralph Miller, Norman Hauge, Dick Dernbach, Perry Muhr

ABSENT: Mark Holmlund

GUESTS: Marge Hauge and Steve McVicar

3. PUBLIC COMMENT - none

4. APPROVAL OF AGENDA

Dick made the motion to approve the Agenda with a second by Perry. All ayes.

5. Approval of Minutes of Regular Meetings on November 9, 2023 and April 8, 2024

The motion to approve the meeting minutes for November 9, 2023 and April 8, 2024 was made by Norman with a second by Dick. All ayes.

6. Financials

Steve McVicar summarized the approval of the Tentative Budget. The expenditures will be estimated at \$299,000 which will allow generalization and adjustment between accounts, if needed, during the year. There is an estimated ending fund balance of \$320,941. No action has been taken to date to determine strategies for gaining additional interest on funds in the Wells Fargo Bank and Bank of America accounts. Marge will follow-up to work with the Trustees (Perry and Norman) to schedule an appointment with the banks as soon as possible. Steve McVicar noted that this would be a prudent step for the CREGID to make.

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

Steve reviewed the Profit and Loss report and provided additional detail to the Board. The comparisons to actual expenditures and profits showed a positive delta for the year to date. The budget will reflect a positive surplus through the end of the fiscal year.

Steve McVicar reviewed the Check Register and provided additional detail to further clarify and illustrate the expenses paid year to date and since the last meeting.

The next meeting will be scheduled to review financial information related to changes made at the banks.

Approval of Final Budget

Dick made the motion to approve the proposed Final Budget which was seconded by Perry. All ayes. The Board signed appropriate and required documents following the passage of this motion.

7. Discussion and approval of road maintenance projects:

Street Sweeping

Dick noted that Bi-State Sweeping is interested in doing business with the CREGID. He discussed with the Board that Kingsbury GID (KGID) has acquired a sweeper that might be available to our CREGID. The cost will be determined soon. There may be a delay if KGID is available and offers an estimate. \$11,000 would be the estimated cost for Bi-State it is expected that KGID may provide the service at a cost of \$4000. Dick will follow-up on the estimates.

Dick made the motion to approve an expenditure of \$11,000 for street sweeping with a second by Perry. All ayes.

Drain Cleaning

The sewer district (Tahoe Douglas District) will provide the necessary drain cleaning. Marge verified that this will be done shortly and she will verify the cost that will be charged.

Dick made the motion of approve the expenditure not to exceed \$13,000 for the drain cleaning by Tahoe Douglas District with a second by Perry. All ayes.

Retaining Walls

Ralph was contacted a state disaster representative regarding grant funds that may be available. Kara Easton, representative for Douglas County, visited and observed the retaining walls with Dick's support. She plans to file the necessary forms but all of the

grant funds may have been expended. Dick will follow-up to determine if grant funds may become available for the project.

Ralph and Mark may need to prepare necessary documentation for future grant funding. Contractors will need to be contacted to support the work to be done on the preparation of the grant documentation.

Dick asked to be invited to attend meetings in Douglas County of FEMA grant funding. Perry would like to attend along with Dick. Kara Easton is the contact person.

Signage Replacement

This project is pending. Mike Smart is acknowledged for his support on this project.

Entrance Gate

No new information is available. It appears that the only objection received was noted by a non-resident in the CREGID. More information is needed for installation requirements. The Trustees discussed issues of placement along Cave Rock Drive. Ralph met on site with one contractor but further information and recommendations are needed. An estimate was expected, but it has not been received. The recommended location must be reviewed by Douglas County, John Erb, who will provide the approval. Electrical supply will also be needed. Due to the need to anticipate repairs, it will be essential to have a system that is more cost effective to repair.

Lights on Entrance Area Tree

Perry noted that some of the neighbors are interested in re-lighting the entrance area tree as the tree seems to have fewer lights operating at this time. Perry will follow-up with possible contractors and will gather estimates for this project.

Spring Clean-Up Dumpster

Dick reported that one dumpster (44 yards) will be on site on Friday, May 24 through Friday, May 31. It will need to be removed one week after delivery. An e-mail will be sent to all residents with instructions for filling the dumpster including the allowed and non-allowed items. An additional dumpster will be delivered, if needed, on Friday, May 31.

PDF Software Purchase

Dick reported that his current Windows program is outdated and difficult to use the development of agendas and minutes. Two Acrobat licenses at \$175 per license are recommended.

Dick made the motion to approve an expenditure of \$400.00 for software upgrades. The motion was seconded by Perry. All ayes.

Discussion

Marge acknowledged Dick's work in taking care of the back-flow issue. The Trustees acknowledged Dick Dernbach for his work on behalf of the CREGID and thanked him for his efforts.

Marge noted that it may be prudent to ask Maury Hansen to take care of trimming the weeds along the roadways. The Trustees will take this under consideration.

The Trustees discussed and agreed to contact Douglas County Parks to assess the need for cheat grass eradication in Fall, 2024 in the CREGID areas.

8. ADJOURNMENT

The motion to adjourn the meeting was made by Perry with a second by Norman. All ayes. The meeting was adjourned at 4:48pm.

Respectfully submitted,

Dick Dernbach, Secretary
Cave Rock Estates General Improvement District