

TRI GENERAL IMPROVEMENT DISTRICT
PUBLIC HEARING

MINUTES

Place of Meeting:

Pursuant to Section 3 of the Declaration of Emergency Directive 006, there was no physical location. The meeting was held via teleconference only, with members of the public able to attend telephonically by calling the following number:
Phone: 1-267-866-0999 Meeting ID: 8444 97 9116.

Date of Meeting: May 21, 2020, 2:00 p.m.

AGENDAN ITEM 1: CALL TO ORDER. The meeting was called to order at 2:08 p.m. by President Kris Thompson. The meeting was held via Chime meetings. The Trustees present were Kris Thompson, Jennifer Barnes and Luz Armas. Other meeting attendees were Debbie Leonard, Esq. counsel for the TRI GID; Shari Whalen, General Manager for the TRI GID; and Tracy Black, Administrative Services Manager for the TRI GID.

AGENDA ITEM 2: PUBLIC COMMENT. There was no public comment.

AGENDA ITEM 3: ADOPTION OF AGENDA. After discussion, Jennifer Barnes moved and Luz Armas seconded the motion to adopt of the agenda of May 21, 2020. The motion carried unanimously.

AGENDA ITEM 4: ADOPTION OF MINUTES MARCH 12, 2020. After discussion, and no public comments, Jennifer Barnes moved and Luz Armas seconded the motion to adopt of the Minutes of March 12, 2020. The motion carried unanimously.

AGENDA ITEM 5: ELECTION OF GID OFFICERS, EFFECTIVE JULY 1, 2020.
Item 5(a): Election of President Kris Thompson: After discussion, Jennifer Barnes moved and Luz Armas seconded the motion to approve the election of Kris Thompson as President effective July 1, 2020. Kris Thompson abstained from voting on this item. This motion carried unanimously. Item 5(b): Election of Secretary Jennifer Barnes: Kris Thompson moved and Luz Armas seconded the motion to approve Jennifer Barnes for Secretary effective July 1, 2020. Jennifer Barnes abstained from voting on this item. Motion carried unanimously.

AGENDA ITEM 6: PUBLIC HEARING: DISCUSSION AND POSSIBLE ACTION TO APPROVE FY2021 FINAL BUDGET, INCLUDING CAPITAL IMPROVEMENT PLAN, AND POSITION CONTROL. Shari Whalen, TRIGID, General Manager summarized the revisions to the draft budget. Ms. Whalen explained that despite the 3rd quarter revenue projections being higher than expected, she predicts a flattening in the revenue due to the economic stress the country and region is currently

going through. Better tracking, separation between the water and sewer revenues, as well as updating and identifying untracked meters will result in higher revenues. Ms. Whalen informed the trustees that the CIP has been updated, and it does not project the GID will incur any debt for system updates until FY2022. Improvements will be managed with revenues from connection fees. Ms. Whalen expressed the value of adding a full-time superintendent to the GID staff and has revised the budget for that position to be fully funded for the entire year. The trustees having no questions, and there being no public comment, Jennifer Barnes moved and Luz Armas seconded the motion to approve the FY2021 Final Budget, including the Capital Improvement Plan and Position Control as prepared and attached hereto **Exhibit A**. This motion carried unanimously.

AGENDA ITEM 7: DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONTRACT FOR WATER AND SEWER SYSTEM OPERATIONS AND MAINTENANCE FOR FY2021 WITH SPB UTILITY SERVICES, INC. IN THE AMOUNT NOT TO EXCEED \$391,132.08. Shari Whalen discussed the proposed contract with SPB, which has a substantial reduction from FY2020, ensures SPB's continued focus on maintenance and operations, and is structured such that any additional needs to improve the system will be evaluated as they arise by Task Order Authorization or possible bid. There were no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve the contract as prepared and attached hereto **Exhibit B**. This motion carried unanimously.

AGENDA ITEM 8: DISCUSSION AND POSSIBLE ACTION TO APPROVE OF A CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES FOR FY2021 WITH FARR WEST ENGINEERING, INCLUDING TASK ORDER AUTHORIZATION APPROVAL BY THE GENERAL MANAGER IN THE AMOUNT OF UP TO \$250,000. Shari Whalen presented the contract summary, explaining there is a substantial reduction from \$357,000 in FY2020. Ms. Whalen explained that all items will be by Task Order Authorization, with a small amount budgeted for general engineering. If revenues decline, planning projects will be put on hold to avoid overspending. There were no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve the contract as prepared and attached hereto at **Exhibit C**. This motion carried unanimously.

AGENDA ITEM 9: DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONTRACT FOR LEGAL SERVICES FOR FY2021 WITH LEONARD LAW, PC IN THE AMOUNT NOT TO EXCEED \$120,000, EXCEPTING SPECIFIC EXTENUATING CIRCUMSTANCES. Shari Whalen summarized the contract and indicated that Kerry Eaton, Esq. reviewed the contract. There being no questions and no public comments, Jennifer Barnes moved and Luz Armas seconded the motion to approve the contract as prepared and attached hereto at **Exhibit D**. This motion carried unanimously.

AGENDA ITEM 10: DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONTRACT FOR SCADA SERVICES FOR FY2021 WITH GREAT BASIN CONTROL SYSTEMS, IN THE AMOUNT NOT TO EXCEED \$38,840. Shari Whalen explained SCADA, System Control and Data Acquisition, allows the GID to

remotely observe levels in its tanks and sends alarms for any possible system hazards. Improvements to the SCADA system will be managed in two phases with Great Basin Controls to get the technology updated. There was no public comment. Jennifer Barnes moved and Luz Armas seconded the motion to approve the contract as prepared and attached hereto at **Exhibit E**. This motion carried unanimously.

AGENDA ITEM 11: DISCUSSION AND POSSIBLE ACTION TO APPROVE A CONTRACT FOR ANALYTICAL SERVICES FOR FY2021 WITH SILVER STATE ANALYTICAL IN THE AMOUNT NOT TO EXCEED \$41,337.90, INCLUDING A 15% CONTINGENCY.

Shari Whalen explained that analytical services are for water and sewer testing on effluent and influent. This contract is important to assist with staying compliant with the state in monitoring our water and wastewater quality. There was no public comment. Jennifer Barnes moved and Luz Armas seconded the motion to approve the contract as prepared and attached hereto at **Exhibit F**. This motion carried unanimously.

AGENDA ITEM 12: DISCUSSION AND POSSIBLE ACTION TO APPROVE POLICY 2-2 RELATED TO AUTHORITY AND RESPONSIBILITY OF THE GENERAL MANAGER.

Shari Whalen explained the need for this policy to clarify the board's expectation of the General Manager's position and responsibilities without requiring bi-weekly meetings of the Board of Trustees. This includes District administration, budget, and employee supervision in order to operate the GID effectively. There was no public comment. Jennifer Barnes moved and Luz Armas seconded the motion to approve Policy 2-2 as prepared and attached hereto at **Exhibit G**. This motion carried unanimously.

AGENDA ITEM 13: DISCUSSION AND POSSIBLE ACTION TO APPROVE POLICY 3-1 RELATED TO THE TRI GID CROSS CONNECTION CONTROL POLICY.

Shari Whalen explained that protection to our system with backflow prevention devices in place is to prevent back siphonage into our system. NAC 445A requires policies to be in place on how we will maintain compliance to ensure our system stays safe. This policy needs board approval to submit to the State. If the State approves, minor adjustment can be made to the Water Regulations to incorporate the changes at a later date. There was no public comment. Jennifer Barnes moved and Luz Armas seconded the motion to approve Policy 3-1 as prepared and attached hereto at **Exhibit H**. This motion carried unanimously.

AGENDA ITEM 14: DISCUSSION AND POSSIBLE ACTION TO APPROVE A POSSIBLE SETTLEMENT AGREEMENT WITH HERMAN MENEZES, ET AL. REGARDING CASE NO. 19 RP 00010 1E, FIRST JUDICIAL DISTRICT COURT OF THE STATE OF NEVADA AND AUTHORIZATION TO GENERAL MANAGER TO EXECUTE SETTLEMENT AGREEMENT.

Shari Whalen explained that the \$500,000 included in settlement agreement is not a direct cost to the GID because it is part of the construction costs of the pipeline project incurred by the master developer and stakeholders. There were no questions and no public comments. Kris Thompson, Jennifer Barnes, and Luz Armas all read disclosures into the record related to their employer's relationship with the Master Developer, TRI LLC, which are Jennifer Barnes moved and Luz Armas seconded the motion to approve the settlement

agreement, which along with the trustees' disclosure statements are attached hereto at **Exhibit I**. This motion carried unanimously.

AGENDA ITEM 15: NEW BUSINESS. There was no new business.

AGENDA ITEM 16: PUBLIC COMMENT. There were no public comments.

AGENDA ITEM 17: ADJOURNMENT. With no further business to come before the Trustees, the meeting was adjourned at approximately 2:45 p.m.