

TRI General Improvement District Board of Trustees Meeting

DRAFT Minutes

**November 7, 2024, 2:00 pm
440 USA Parkway Suite 105, McCarran, NV 89437
And By Zoom**

1. CALL TO ORDER AND ROLL CALL

The meeting was called to order at 2:00 p.m. by President Jay Carmona. Administrative Services Manager Shannon McKnight took roll call. Present were President Jay Carmona, Trustee Clay Mitchell and Trustee Lance Gilman. Other attendees were General Manager Shari Whalen; Debbie Leonard, Legal Counsel; and members of the public.

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT (NO ACTION)

No public comment

4. DISCUSSION/POSSIBLE ACTION:

Adoption of Agenda

ASM McKnight requested that item number 6 and item number 10 be pulled from the agenda.

No public comment.

Trustee Mitchell moved to approve the agenda continuing items 6 and 10 to the next regularly scheduled agenda. Trustee Gilman seconded. Motion passed unanimously.

5. CONSENT AGENDA FOR POSSIBLE ACTION:

- I. Approval of Minutes of October 10, 2024, Meeting
- II. Approval of Minutes of October 31, 2024, Meeting
- III. Approval of Voucher Report for the Period of August 2024
- IV. Approval of Voucher Report for the Period of September 2024

No questions or comments from the Board.

No public comment.

Trustee Mitchell moved to approve the consent agenda as presented. Trustee Gilman seconded. Motion passed unanimously.

6. DISCUSSION ONLY (NO ACTION):

General Manager's Report

Item moved to next regularly scheduled meeting.

7. DISCUSSION/POSSIBLE ACTION

Discussion and Possible Action to approve the Agreement for Treated Effluent Rates between City of Reno, City of Sparks, and TRI General Improvement District

ASM McKnight read the staff report summary into the record.

Trustee Mitchell asked if there would be another study or if this would be the final study. Legal Counsel and GM Whalen responded that this is the rate study that is being accepted by the Cities.

No public comment.

Trustee Mitchell moved to approve the Agreement for Treated Effluent Rates between the City of Reno, City of Sparks and TRI General Improvement District. Trustee Gilman seconded. Motion passed unanimously.

8. DISCUSSION/POSSIBLE ACTION:

Presentation and Possible Action to Accept the TRIGID FY25 First Quarter Financial Report, including, but not limited to, a process water and wastewater cost summary

ASM McKnight read the staff report summary into the record.

No questions or comments from the Board.

No public comment.

Trustee Mitchell moved to approve the TRIGID FY25 First Quarter Financial Report, including but not limited to, a process water and wastewater cost summary. Trustee Gilman seconded. Motion passed unanimously.

9. DISCUSSION/POSSIBLE ACTION:

Discussion and Possible Action to Modify the TRIGID Organizational Chart and the FY25 Position Control as follows:

- I. Reclassify the Administrative Service Manager position from a Grade A1 to a Grade M1 in the approved FY25 Salary Schedule; Adding Additional Responsibilities, including, but not limited to, District Financial Administration and Oversight, Contract Compliance, Project Management, Legal Services Support, and Staff Supervision Responsibilities; and
- II. Defund One Existing Unfilled Senior Operator Position at a Grade T4; and
- III. Create and Fund an Administrative Specialist Position at a Grade A1

ASM McKnight read the staff summary into the record.

No questions or comments from the Board.

No public comment.

Trustee Mitchell moved to modify the TRIGID Organizational Chart and the FY25 Position Control as follows: Reclassify the Administrative Service Manager position from a Grade A1 to a Grade M1 in the approved FY25 Salary Schedule; Adding Additional Responsibilities, including, but not limited to, District Financial Administration and Oversight, Contract Compliance, Project Management, Legal Services Support, and Staff Supervision Responsibilities; and Defund One Existing Unfilled Senior Operator Position at a Grade T4; and Create and Fund an Administrative Specialist Position at a Grade A1. Trustee Gilman seconded. Motion passed unanimously.

10. DISCUSSION/POSSIBLE ACTION

Discussion and Possible Action to Adopt the TRI General Improvement District Process Water Service Rules, Regulations and Rates

Item was moved to next regularly scheduled meeting

11. PUBLIC COMMENT (NO ACTION)

No public comment.

12. ADJOURNMENT

President Carmona adjourned the meeting at 2:20pm.