

TRI GENERAL IMPROVEMENT DISTRICT
DRAFT MINUTES OF THE AUGUST 27, 2020 PUBLIC MEETING
OF THE BOARD OF TRUSTEES

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: August 27, 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 were no public comments. Kris Thompson acknowledged appreciation of Lucy Armas and Jennifer Barnes for their many years of commitment and public service to this board. Shari Whalen additionally acknowledged her appreciation for their support, and it would not be possible without their participation.

AGENDA ITEM 3: ADOPTION OF AGENDA (for possible action). No public comments. Jennifer Barnes moved and Luz Armas seconded the motion to adopt the agenda of August 27, 2020. The motion carried unanimously.

AGENDA ITEM 4: ADOPTION OF MINUTES June 25, 2020 (for possible action). After discussion, and no public comments, Jennifer Barnes moved and Luz Armas seconded the motion to adopt of the Minutes of June 25, 2020. The motion carried unanimously.

AGENDA ITEM 5: PRESENTATION OF JULY 2020 VOUCHER REPORT (INFORMATION). With the transition of the TRI Water and Sewer Company turning over the financial management to the TRI GID General Manager Shari Whalen presented a financial report with a summary of the checks that were sent to our suppliers and contractors. This report is informational only and no vote is needed. No questions were presented.

AGENDA ITEM 6: DISCUSSION AND POSSIBLE ACTION TO APPROVE THE GENERAL MANAGER'S ANNUAL PERFORMANCE REVIEW AND ASSOCIATED PERSONNEL ACTION FORM. Kris Thompson informed the

Trustees that he had conducted the review and evaluation with the General Manager, and indicated he thought the transition to a in-house General Manager had been successful. Shari Whalen explained the evaluation of the performance review categories. The overall category rating of 3.375 was given, which exceeds standards and qualifies for the annual budgeted pay raise, which is indicated in the associated Personnel Action Form. Shari also clarified that she was noticed properly, and any actions items can be discussed in open forum. Trustee Barnes expressed her appreciation of the hard work of the GM. . Jennifer Barnes moved for Trustee Thompson to approve and sign the Personnel Action Form and Luz Armas seconded the motion. This motion carried unanimously.

AGENDA ITEM 7: DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 20-002 TO AMEND THE FINAL BUDGET FOR FISCAL YEAR 2021, INCLUDING REALLOCATION OF A PORTION OF THE SPB BUDGETED CONTRACT AMOUNT OF \$391,132 INTO SALARIES AND BENEFITS AS PART OF THE TRIGID-SPB OPERATIONS TRANSITION.

Shari Whalen stated that agenda items 7, 8, 9, and 10 pertain to SPB not extending its operations contract with the TRI GID. The TRI GID will need to hire additional staff members and the budget allocations will need to be moved to Salaries and Benefits. All changes in allocation need to be reported to taxation in the quarterly economic survey. Kris Thompson clarified to the board that this change will replace the contract with SPB to manage operations. Shari Whalen additionally noted a substantial savings by bringing this in house. No public comments, no additional questions. Jennifer Barnes moved to approve agenda item 7 and Luz Armas seconded the motion. This motion carried unanimously.

AGENDA ITEM 8: DISCUSSION AND POSSIBLE ACTION TO APPROVE A REVISED POSITION CONTROL AND MASTER SALARY SCHEDULE TO INCORPORATE ADDITIONAL OPERATIONS POSITIONS AND TRIGID ORGANIZATIONAL CHANGES RELATED TO THE TRIGID-SPB OPERATIONS TRANSITION.

Shari Whalen explained the Master Salary Schedule came from Lyon County. There being no questions and no public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. This motion carried unanimously.

AGENDA ITEM 9: DISCUSSION AND POSSIBLE ACTION TO APPROVE A RECLASSIFICATION OF THE TECHNICAL SERVICES MANAGER FROM T4 TO M1 WITH AN ASSOCIATED PAY INCREASE OF 5 PERCENT EFFECTIVE SEPTEMBER 1, 2020 DUE TO ADDITION OF SUPERVISORY RESPONSIBILITIES RELATED TO THE TRIGID-SPB OPERATIONS TRANSITION.

Shari Whalen explained the position would go from a non-supervisory position to a supervisory position with a 5% increase and reclassification due to the transition of TRIGID – SPB operations. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. This motion carried unanimously.

AGENDA ITEM 10: DISCUSSION AND POSSIBLE ACTION TO APPROVE

THE PURCHASE OF THREE 2020 RAM 1500 REGULAR CAB SHORT BED PICKUP TRUCKS AS PART OF THE TRIGID-SPB OPERATIONS TRANSITION FOR A TOTAL EXPENDITURE OF \$67,690.75

Shari Whalen explained the need to purchase 3 addition trucks at the state negotiated rate for the 3 additional staff members. Kris Thompson clarified the fuel and maintenance costs were included in the SPB contract charges to the TRI GID so those would not be additional charges. Shari Whalen agreed and in addition stated TRI GID would see a significant savings in fuel and maintenance over the capital cost of the trucks. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. This motion was passed unanimously.

AGENDA ITEM 11: DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 20-003 TO COLLECT REIMBURSEMENT OF COSTS INCURRED BY THE DISTRICT FOR SERVICES PRIMARILY BENEFITTING INDIVIDUAL PERSONS OR ENTITIES RATHER THAN THE DISTRICT'S CUSTOMERS AT LARGE.

Shari Whalen explained that this item provides additional clarification to the language in the Water and Sewer rules and regulations that the TRI GID get reimbursed for any costs associated with hiring additional legal or professional services needed for specific projects that do not include all of our rate payers. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. This motion was passed unanimously.

AGENDA ITEM 12: DISCUSSION AND POSSIBLE ACTION RELATED TO THE REQUIREMENT FOR AND/OR APPROVAL OF A COMPANION AGREEMENT TO THE WATER RESOURCES EXCHANGE AGREEMENT BETWEEN TRIGID AND THE BUILDERS OF THE TMWRF SUPPLY SYSTEM

Kris Thompson requests that disclosures be read for the next Agenda Items 12 – 17. Debbie Leonard agreed this would be appropriate to make the disclosures to these agenda items if they disclose which items it is pertinent to. Kris Thompson, Jennifer Barnes, and Lucy Armas gave disclosures that pertain to agenda items 12, 13, 14, 15, 16, and 17.

Debbie Leonard clarified the item is to reaffirm the motion that was approved at the last meeting but with the removal of the condition regarding the companion agreement between the TRI GID and the Builders of the TMWRF Supply System. Shari Whalen also clarified that the Water Resource Exchange Agreement was between TRI GID, TMWA and the Tahoe Reno Industrial Center, LLC and the companion agreement would have been executed between the Builders of the TMWRF Supply System and TRI GID but is no longer sought. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion. This motion was passed unanimously.

AGENDA ITEM 13: DISCUSSION AND POSSIBLE ACTION TO APPROVE AN EXIT AGREEMENT BETWEEN TRIGID, TRI WATER & SEWER COMPANY AND TRI LLC TO ADDRESS THE TERMINATION OF THE OPERATING AGREEMENT AND AMENDMENT TO THE TRIGID SERVICE PLAN

Shari Whalen discussed the exit agreement related to the exit of the Master Developer and TRI Water and Sewer Company from operations of the General Improvement District. The TRI Water and Sewer Company has been a contract operator for the past 20

years, and on June 30,2020 the contract was terminated. The exit agreement sets forth roles and responsibilities related to the transition. Kris Thompson summarized that the GID is no longer tethered to the Master Developer. Jennifer Barnes moved to approve and Luz Armas seconded the motion. This motion was passed unanimously.

AGENDA ITEM 14: CONSIDERATION AND POSSIBLE APPROVAL OF AMENDMENT TO THE RULES, REGULATIONS AND RATES OF THE TRI GENERAL IMPROVEMENT DISTRICT FOR SEWER SERVICE RELATED TO THE REMOVAL OF REFERENCES TO TRI WATER AND SEWER COMPANY AND THE ASSOCIATED OPERATING AGREEMENT, AND UPDATES RELATED TO STANDARD OPERATING PROCEDURES AND RATES

Shari Whalen stated that this agenda item was connected to agenda items 15 and 16 and involves amendments of the sewer regulations removing references to the Water and Sewer Company, Master Developer and Washoe County fees. Bob Sader stated his presence on the call. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion to approve. This motion was passed unanimously.

AGENDA ITEM 15: CONSIDERATION AND POSSIBLE APPROVAL OF AMENDMENT TO THE RULES, REGULATIONS AND RATES OF THE TRI GENERAL IMPROVEMENT DISTRICT FOR WATER SERVICE RELATED TO THE REMOVAL OF REFERENCES TO TRI WATER AND SEWER COMPANY AND THE ASSOCIATED OPERATING AGREEMENT, AND UPDATES RELATED TO STANDARD OPERATING PROCEDURES AND RATES

Shari Whalen discussed removing the reference to the operating agreement with the Water and Sewer Company, Master Developer, along with the Fernley and Washoe County Fees. Additions to the rules and regulations was the cross-connection control or backflow policy. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion. This motion was passed unanimously

AGENDA ITEM 16: DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 20-004 RELATED TO PETITION TO STOREY COUNTY BOARD OF COUNTY COMMISSIONERS TO APPROVE AMENDED TRIGID SERVICE PLAN AS REQUIRED BY NRS 308.

Shari Whalen discussed the outdated service plan and, under NRS 308, special districts are required to have an updated approved service plan. The new service plan reflects the release of financial obligations of the Master Developer and removes references to the Water and Sewer Company. It also changes the language to allow the General Improvement District to incur debt as a way to finance the Capital Improvement Plan. The Storey County planning commission must also approve the adoption of the resolution, after which it will then go on to the Storey County Board of County Commissioners for final approval. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion. This motion was passed unanimously.

AGENDA ITEM 17: DISCUSSION AND POSSIBLE ACTION TO APPROVE RESOLUTION 20-005 RELATED TO REQUEST FOR STOREY COUNTY BOARD OF COUNTY COMMISSIONERS TO SERVE AS THE EX-OFFICIO BOARD OF TRUSTEES FOR THE TRI GENERAL IMPROVEMENT DISTRICT

President Kris Thompson explained that this would hand over responsibility of the current governing board to Storey County. Shari Whalen clarified that if this is approved by the Storey County Board of County Commissioners, it would take over as early as Jan 2021. No questions or public comments. Jennifer Barnes moved and Luz Armas seconded the motion. This motion was passed unanimously

AGENDA ITEM 18: NEW BUSINESS. There was no new business.

AGENDA ITEM 19: PUBLIC COMMENT. There were no public comments.

AGENDA ITEM 20: ADJOURNMENT. With no further business to come before the Trustees, the meeting was adjourned at approximately 2:48 p.m.