

TRI General Improvement District Board of Trustees Meeting

DRAFT MINUTES

**March 2, 2023, 2:00 pm
1705 Peru Drive, McCarran, NV 89437**

- 1. Call to Order and Roll Call**
- 2. Pledge of Allegiance**
- 3. Public Comment (No Action)**
- 4. Discussion/Possible Action: Adoption of Agenda as submitted**

The meeting was called to order at 2:00p.m. by President Jay Carmona. GM Shari Whalen took roll call. Present were President Jay Carmona, Trustee Clay Mitchell and Trustee Lance Gilman. Other attendees were Shannon McKnight, Clerk/Treasurer; Debbie Leonard, Legal Counsel; Oz Henke, Technical Services Manager; and Courtney Dunn, Civil Engineer.

There were no public comments.

Trustee Mitchell moved to approve the agenda of March 2, 2023, as presented. Trustee Gilman seconded. Motion passed unanimously.

5. Consent Agenda for Possible Action:

- I. Approval of Minutes of January 5, 2023, Meeting
- II. Approval of Voucher Report for the Period of December 2022
- III. Approval of Voucher Report for the Period of January 2023
- IV. Approval of purchase of WWTP Headworks Auger from JWC Environmental in the amount not to exceed \$13,177.65 plus shipping charges.
- V. Ratification of Expenses for Emergency Repairs on USA Parkway and Pittsburgh Avenue December 24, 2022, Water Main Break in the amount of \$96,930.56.
- VI. Approval of purchase of 2023 Polaris Ranger Crew XP 1000 Premium, including cab and track accessories, from Reno Cycles & Gear in the amount not to exceed \$39,668.18.

There were no public comments.

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

Budget Update

Staff received a letter from the Nevada Department of Taxation regarding the review of the District's audit, which noted no violations of statute or regulation. Today, staff is presenting budget goals, preliminary requests, and the second quarter unaudited budget report. Pursuant to NRS (Nevada Revised Statutes) the tentative budget hearing will be held on April 6, 2023, and the final budget hearing will be held on May 18, 2023. Staff is recommending cancelling the regular Board meeting on May 4, 2023 and handling all business at a single meeting in May.

General/Admin

Staff has relocated into the former "Switch Space" inside of the Storey County Government Center. Storey County is working on lease revisions, which will be brought back to the Board at a future meeting. The current lease will expire in June 2023 and is renewable for one additional year. The District has been notified that the new Storey County Sheriff would like to build a substation at the Storey County Government Center, which may necessitate TRIGID relocating in the future.

Staff has filled the vacancy for a certified operator so the District is fully staffed. The new operator is a certified Grade 3 Water Distribution operator.

Ten new water and sewer customer accounts were set up during the last reporting period and all 1099s have been distributed. Staff attended PERiS Training and have successfully submitted test reports through the PERiS Portal in preparation for the new PERS reporting system coming online now.

Project Updates:

TMWRF Pipeline (16-mile 24-inch diameter pipeline from TMWRF to TRI Center)

Pressure testing of 52,000 lineal feet of pipeline has been completed to date. There are 3,000 lineal feet that remains to be inspected.

TMWRF Pump Station

This project is substantially complete. Remobilization continues to be pushed out for commissioning due to delays on connecting project completion.

Reservoir Pump Stations and On-Site Pipeline

The project is approximately 72 percent complete. There have been some delays on the project due to weather and supply chain. Temporary bypass pumping is planned to start in May.

Comstock Valley Process Line Extension

Design continues on this project and long lead time items are being procured in advance to fast track the project.

Surface Water Induction Wells

Building construction substantially complete. There continues to be a delay on electrical due to challenges bringing power to the sites. Staff is looking at escalating this issue with NV Energy to get induction wells online.

Sydney Process Line and Pressure Testing

The process line along Sydney and the pressure testing of the existing system have been divided into two separate projects due to complexity of pressure testing existing infrastructure and tight schedules. Ames will be the contractor for the pipeline, and they are mobilizing.

The pressure testing project will be rebid shortly.

Well 9:

This is a new well required for construction as part of the process water system. Well siting has been narrowed down to two sites and DOWL (Farr West Engineering) is working on right of way acquisition.

Water Rights:

Staff is currently working on one process water agreement.

Operations:

Operations personnel fabricated skimmers for SBRs to remove floating debris out of the WWTP treatment basins. New screens have been installed at the WWTP headworks and the roof repairs have been completed for the WWTP generator room. The Break Tank also has a new pump installed and the screw press is fully operational. Staff continue to rehab and clean existing infrastructure including pumps on the older side of the WWTP. Staff is still hopeful that the plant will be running at full capacity by the spring.

Painting all well and booster pump stations to comply with Ten State Standards is underway and the USA Booster Clay Val was serviced during the last reporting period.

Engineering:

The Asamera Effluent Reservoir was operated as an unlined infiltration basin for over twenty years, as part of the wastewater discharge to groundwater permit issued by NDEP. As part of the Process Water projects under construction, the reservoir was enlarged and lined to facilitate treated effluent storage for reuse purposes. However, other projects have been delayed due to right-of-way and supply chain issues, while the reservoir construction was completed on schedule. This means treated wastewater from the TRIGID WWTP is flowing into the reservoir, with no way to discharge or percolate into the ground, and no way to utilize the water for reuse purposes.

For the past 18 months, Staff has been coordinating with Farr West Engineering to monitor the rate of filling of the Reservoir due to this unanticipated circumstance.

As part of the 2023 Industrial Discharge Permit Cycle, Staff received updated information from key industrial dischargers that indicates filling of the Asamera Effluent Reservoir may occur much earlier than originally anticipated. In order to address reservoir filling concerns, Staff is working with several stakeholders within TRI Center in order to develop mitigation measures. NDEP has also been a great partner for permitting potential mitigation solutions.

Staff does not have a comprehensive plan approved by stakeholders, adjacent property owners, and NDEP; however, staff continue to meet with Farr West weekly to work through issues related to a filling mitigation plan. Staff will continue to report back to the Board on this important issue.

Concurrently, technical staff is also working with stakeholders and vendors regarding water quality challenges on the new system, and TRIGID may be involved in temporary advanced treatment in order to accelerate demand on the process water system, which will help to slow reservoir filling.

New Development:

Staff continues to meet with prospective developers on a weekly basis, and there are over a dozen construction projects underway, including a water and sewer extension project on Pittsburgh Drive.

The following projects are in Progress:

- Pilot (One 9 Fuel Stop)
- Deployed Resources
- Pure Development
- STY HUB and STY CUB (Google)
- Elements (The Red)
- TDC Pittsburgh
- TI Cold Storage
- Stericycle

Trustee Gilman stated he is proud of staff for the job they are doing, and it is exciting to see the development coming into TRI Center. There is a lot to look forward to. President Carmona concurred.

No public comment.

7. DISCUSSION/POSSIBLE ACTION:

Update, discussion, and direction to TRIGID staff and lobbyists regarding upcoming bills and legislative activities potentially affecting TRI General Improvement District

Sara Adler from Silver State Government Relations attended. SB81 is being watched. GM Whalen attended the hearing at the legislature on March 1, 2023 and provided information of the process water pipeline project as an example of regional collaboration, rather than forced mechanisms proposed in SB81. Ms. Adler stated SB81 is likely not going to move forward so a formal position from the Board is not necessary. AB63 is being watched but Ms. Adler believes there is a path forward with NDOT. Mr. Alex Tanchek listed the types of bills being tracked for TRIGID, which include water, regional development, emergency management, economic development, local government, open meeting law, and ethics law.

Trustee Gilman thanked Silver State staff for the job well done at the legislature regarding SB81. Trustee Mitchell stated he did not feel a need for the GID to take a formal position on SB81 at this time.

Trustee Mitchell noticed on the purpose and mission for GOED that it includes TMWA and others. He feels the GID should reach out and ask to be included at that table. GM Whalen indicated she would do so.

GM Whalen stated the Senator from District 16 indicated she would like to come to the GID for a tour. GM Whalen will extend an invitation.

No public comment.

No additional direction was given to staff at this time.

8. DISCUSSION/POSSIBLE ACTION:

Presentation, Discussion and Possible Action to Approve TRIGID FY23 Mid-Year Financial Report

GM Whalen reminded the Board that budget anticipated that the new process water system would come online in January but that will now not happen until FY24. As a result, for FY23, the process water system will not have a revenue source or significant expenses charged to it. Before FY23, staff split the bills 50/50 between the water and sewer budgets. In anticipation of the process water system, however, staff split the bills 40-40-20 among the potable water, sewer, and process water accounts. This means there are higher-than-expected revenues and expenses for the water and sewer enterprise funds.

Water revenue is over 100% of budget and expenses are 47.7%.
Sewer revenue is at 78.7% of budget and expenses are at 49.2%..

Once depreciation is recorded staff expects a request for augmentation at the end of the year. That is a normal process and nothing to be concerned about now.

GM Whalen stated to the board that some of the line items that are over budget are small line items and will not impact the budget that much. Regarding other line items, the GID may defer costs until the next fiscal year or require an augmentation. Operations staff are doing a great job of operating at this level.

Trustee Mitchell asked for clarification regarding expenses for the process water system. GM Whalen explained that there is no process water revenue, and nothing is being charged as expenses to the process water system because it is not operational.

No public comment.

Trustee Mitchell moved to approve TRIGID FY23 Mid-Year Financial Report. Trustee Gilman seconded. Motion passed unanimously.

9. DISCUSSION/POSSIBLE ACTION:

Presentation, Discussion and Possible Action to Direct Staff regarding the FY2023 Tentative Budget

GM Whalen presented a power point of the 2023-2024 Budget Goals and Preliminary Requests for the Board to make any changes prior to the actual budget request that will be brought forward next month during the budget workshop. GM Whalen stated she is looking to the Board for any direction and input.

GM Whalen proposed to modify the TRIGID mission statement to make clear that safety is one of the District's priorities.

GM Whalen noted that budget assumptions related to the process water system that were used in the FY23 budget are applicable to the FY24 budget. The depreciation expense will increase because the District will be accepting over \$100 million in infrastructure. Staff will continue to refine how expenses are allocated among the enterprise funds.

Trustee Gilman indicated he was satisfied with report. Trustee Mitchell asked about dependent care and if the small organization would be better off if we could be part of a pool. GM Whalen said the GID is a member of the American Society of Civil Engineers and can pool with them for coverage. Open enrollment is May 1st and does not correspond to FY 24 beginning. President Carmona stated that we need to do what we can to take care of our employees as much as possible. President Carmona stated he felt the presentation is on track and employee retention is critical.

No further direction given. GM Whalen indicated she will incorporate points from power point into the tentative budget to be presented in April.

10. Public Comment (No Action)

No public comment.

11. Adjournment

President Carmona adjourned meeting at 2:47pm.