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|  | **Skyland General Improvement District****Board of Trustees** | John Peel, *Chair*Barbara Klein, *Vice Chair*Cathy Gibb, *Treasurer*Susie Petrizzio, *Secretary*Bob Senna *Trustee***Website**: [**http://skylandgid.com**](http://skylandgid.com) |

**SKYLAND GENERAL IMPROVEMENT DISTRICT**

**Meeting Minutes for**

**October 5, 2017**

**Zephyr Cove Public Library**

**October 5, 2017 Gibb called the meeting to order at 3:02pm**

Quorum was established – Trustees present, Peel, Klein, Gibb, Petrizzio (Senna arrived at 3:05)

Petrizzio explained as a result of the disorder she felt at the August 9th meeting and her lack of understanding GID’s she retained an expert, that being attorney Jason Guinasso. Mr. Guinasso represents the Incline Village GID as well as other’s and his firm represents Douglas County Fire District.

Petrizzio proceeded to read The Public Advisory Statement that is at the beginning on the October 5, 2017 Agenda written by Mr. Guinasso so we can all understand how different parts of the meeting are to be run.

**PUBLIC FORUM:**  First resident to speak was Mr. Boyle and he commented on the level of frustration and at times anger at the August 9th GID meeting was the result of the GID not going to the homeowners beforehand regarding the cutting of the trees. Mr. Guinasso stepped in to advise Madame Chairperson Gibb on how the Agenda reads regarding Public Forum at the beginning and end of the meeting. Gibb and Guinasso discussed public comment being accepted on each Agenda item as that is how it has been done in the past but it is not indicated in the Agenda. The language needs to be cleaned up on the Agenda to indicate exactly where public comment is to take place. Next Ms. Gainza shared that she is a new resident living next to the forest and the snow removal last year blocked the entrance to the forest. They dug out a path but would like to know if that can be done by our snow removal company. She also mentioned that during the winter people need to pick up after their pets. Next up Ms. Borsellis commented that snow removal last year dug too deep in the front of her yard and did some damage.

**ACTION ITEMS**:

1. **MINUTES FROM PRIOR MEETING**: Klein made a motion to approve the minutes from the August 9, 2017 meeting, Peel second the motion and Petrizzio, Senna and Gibb all approved and the motion carried.
2. **TREASURER’S REPORT**: Gibb passed out an August 31, 2017 bank reconciliation statement from the GID’s US Bank checking account. The bank balance is $187,476.00. One of our two CD’s at Fidelity matured August 31st 2017. With advisement from Senna, Gibb reinvested the CD into another CD for 9 months. The interest rate is 1.350%, which is higher than the prior rate. The second CD will mature in August 2018, basically all of our funds will be liquid as of September 2018.
3. **GID JURISDICTIONS**: After discussing with Mr. Guinasso at a private meeting in September, Petrizzio clarified the Skyland GID’s Jurisdiction which is on our website under “Formation of Skyland GID. NRS 318 is a general statute that each district draws their jurisdiction from. Petrizzio made copies for the board and read aloud the Formation of Skyland GID. Klein explained the reason the fence is not noted under our jurisdiction is because when the formation was drafted the fence was not there but the State advised to the prior GID’s that it is under our maintenance. **Please see Exhibit A**
4. **FENCE COMMITTEE**: Senna, the fence committee chair, recommended the following people to the Board for approval on the fence committee. Dennis Berry, Keith Richter, Doug Robertson, Silvana Borsellis, John Peel, David Nyres and himself (Bob Senna). Gibb questioned if this needs to be done and Petrizzio responded yes, due to the size and timeline of this project and the fact that this committee reports and updates the Board at our GID meetings. Gibb asked for public comment. Mr. Boyle asked how one gets on the fence committee? Ms. Borselli’s volunteered to give up her nomination to Mr. Boyle. Senna commented that he views this as a fluid committee where members will be able to come on and off the committee as time goes on. Ms. Killabrew commented that whether you are a fence committee member or not anyone can attend. This was clarified by Mr. Guinasso in that a “fact finding” meeting can be held with the committee members gathering without public notice. The results of a “fact finding” meeting is presented to the public at the following GID meeting. Ms. Robertson asked to be included as a fence committee member. Senna replied that he has made his recommendations to the Board and repeated his motion naming: Berry, Richter, Robertson, Borsellis, Peel, Nyres and himself again. Klein second the motion. Under Mr. Guinasso’s direction, Madame Chairperson Gibb opened discussion up again to the public and Mr. Robertson questioned who was the chair of the fence committee as he thought it was Peel. Peel responded that he had turned it over to Senna. Guinasso again advised the Board to not respond back to a resident during public comment. The Board is to listen only. Ms. Adams asked if it is a conflict of interest to have a Trustee as a committee chair. Guinasso responded to Ms. Adams with a “no, there is no conflict of interest.” Ms. Kerber made a comment regarding how the fence committee could include a design committee, a lighting committee, a materials committee; there are many areas the fence committee could broaden their membership to include more of the community. Peel spoke that Ms. Borselli’s had commented earlier that she wanted to be dismissed from the fence committee. Ms. Borselli’s began to clarify her comment when Mr. Guinasso cut in to advise the board this is not the correct way to handle public comment during Action Items. Petrizzio spoke up to confirm Peel handing the Chair for the fence committee over to Senna and that she respects and supports Senna’s picks for membership but that’s not to say other members won’t be added downline for specifics such as materials, lighting etc. Senna advised that Ms. Borsellis name is on his list for the fence committee membership because he had personally asked her to be on it and she had said “yes.” Ms. Borselli’s than said she is very appreciative and honored to be asked to be on the fence committee. Senna explained what being a Chair of a committee means; it means the Chair picks who they would like on their committee and brings his selection to the Board for approval. Senna commented that maybe we table this vote for now. Mr. Guinasso stated that there is a motion on the floor and Gibb said she would like to take action on this and move forward. For those people that would like to be added or subtracted from this committee please send us a letter stating your desire. A motion has been made by Senna second by Klein earlier and Peel, Petrizzio and Gibb approved the motion and the motion carried.
5. **UPDATE FROM SEPTEMBER 8, 2017 FENCE COMMITTEE MEETING:**  Senna advised that there is no action on the fence and entryway project. Senna updated us on the last fence committee meeting September 8, 2017 held at the fire house that was open to the public. Marie and a landscape designer from R.O. Anderson was there. Marie discussed changes to the existing three fence/entryway options that the fence committee had requested and the costs associated with these changes. There were many comments from the audience and notes were taken by Senna. There has not been a meeting since. There has been an update from NDOT that Senna presented. The option of a K-rail along Hwy 50 has been introduced by NDOT for safety. NDOT is also considering adding merging lanes into and out of Skyland in the future that could affect our entryway. Senna is trying to coordinate a meeting with Marie, P.D. Kaiser/NDOT-Safety and Road Construction and our fence committee to find out what NDOT’s plans are as they could impact our project. Peel commented that he had spoken with Lauri Campbell from NDOT twice now with the idea that we should partner up with them on this fence project. Senna brought up the possibility of fixing the existing fence till we know more about NDOT’s participation. Peel thinks this is a good idea due to the fact our timeline could be delayed. He suggests that we utilize left over wood that is in our pump house and hire a handy man in lieu of a fence company to reduce costs. Gibb agrees with just patching areas of the fence with minimum efforts and costs. Mr. Guinasso explained how to go about the Board having an amount of money they can spend without Board approval. It’s by setting an amount and appointing one of the Trustees to administrate.
6. **BEACH ADVISORY**: Peel advised that an email should be sent out that it is now October and whoever has a kayak at the beach should remove it by the end of the month.
7. **DRAINS ADVISORY**: Peel advised that the drains were cleaned by Douglas County in June with a vac-truck and JB Landscaping does periodic cleaning and clearing around the top of the drains after our recent flash floods. Gibb confirmed that JB Landscaping has cleaned the drain areas 3 to 4 times this summer and we have on call service with them.
8. **UPDATE ON 1066 SKYLAND DRIVE AND 96 PONDEROSA**: Petrizzio stated after reviewing our GID jurisdictions and speaking with another GID (Zephyr Heights) who is running into the same issues as we are with excess flooding and run-off from the flash floods of the last three summers. They directed me to contact Nevada Department of Conservation and Natural Resources regarding onsite engineering and possible State grants. I did go to their office in Round Hill and spoke with Chris and Donna. They gave me Meghan Kelly’s P.E. card and asked that we speak with her about this and they are in fact working with several GID’s on this specifically. Petrizzio handed over Meghan’s card to Peel to follow up after he feels better as she is leaving for AZ tomorrow. This is being addressed on a case by case basis and right now we have two address’s 1066 Skyland Drive and 96 Ponderosa to investigate. Peel advised that the EPA might have access to grant money as well. Thankfully Peel will contact both parties and advise. Ms. Killabrew asked that her address 110 Ponderosa be added to the list and has video to share with either one or both organizations we are pursuing. Mr. Sehnal asked for an update about drawings being sent to the EPA and Peel confirmed that they were sent. Mr. Guinasso again advised against back and forth communication between the Board and the public when the public asks questions. It is the Boards time to listen only and can address these questions while the Board is deliberating amongst themselves in front of the public. He continued to say this is difficult to follow but it is part of the OML.
9. **GID MEETING RECORDING ON WEBSITE**: Petrizzio made a motion to post the GID meeting recordings on our website to make them available to the public in lieu of burning cd’s at a resident’s request. Senna second the motion all approved and the motion carried.
10. **ROTATION OF BOARD POSITIONS**: Petrizzio mentioned that last January we decided to keep our existing positions for one more year due to the fact not all of us have completed a year in our positions but our bylaws state that we rotate every year. Gibb said a motion had been made to keep each position for two years and it had passed but the bylaws need to be updated.
11. **EMAIL COMMUNICTION**: Petrizzio requested Mr. Guinasso’s advice on email communication between the Board and between the Board and residents. He said due to OML the board cannot respond to an email that has been sent to all of us or to an email that a resident has copied all of us in on. It can violate the OML. We can suggest that the resident contacts a single Trustee directly. When we do send out an advisory email to the Board, all Trustees should be bcc’d. Petrizzio stated that she had an email from a resident that all Trustees were copied in onrequesting an update on a prior Agenda Item. That email is not to be responded to. The update takes place at the next GID meeting. The Board can discuss an Agenda Item with one other Trustee only.
12. **JASON GUINASSO ESQ**: Petrizzio wanted to clarify an earlier comment regarding Mr. Guinasso’s fee being paid by the GID. They did not pay for him, she retained him personally so she could better understand GID’s and how meetings are to be run. She had a goal to depart this meeting calmly which did not occur after the prior meeting. Mr. Guinasso has been a wealth of information for her and she is grateful to have retained him. If the Board would like to continue with Mr. Guinasso that is open to discussion. I do not believe it is necessary for Mr. Guinasso to attend our future GID meetings but we could use his expertise on how to fund projects etc. Gibb said she is delighted that Mr. Guinasso has helped Petrizzio which has brought answers to the rest of the Trustees as well and that she wanted this as an Agenda Item to discuss. Gibb would like a bid from Mr. Guinasso from Jan 2018 – June 30, 2020 1.5 years to incorporate our fiscal year which ends June 30 of each year. To be discussed at our next budget cycle for the following year. Mr. Guinasso will bring back a proposal that we can add as an Action Item on our Jan 2018 Agenda.

**DISCUSSION TOPICS**:

 Due to library closing in one minute, Gibb proposed that October 5, 2017 Discussion Topics be carried over to our next meeting.

**ADJOURMENT**:

 Gibb made a motion to adjourn the meeting at 5:00pm. Senna second the motion all approved and the motion carried.