



## **Skyland General Improvement District**

### **Board of Trustees**

### **Agenda and Meeting Notice**

Jon Herwig, President      Dana Englekirk, Vice President

Cindy Richter, Secretary      Richard Nice, Treasurer

Scott Sullivan, Trustee

Notice of Public Meeting Thursday, September 01, 2022, 3:30pm (PDT)

This meeting will be an in-person meeting at the Zephyr Cove Fire Station (193 Elks Point Road, Zephyr Cove, NV). Participation will also be possible via the Go-to-Meeting link below. Any member of the public is welcome to join the meeting.

TDFPD Conference RM 2

Please join the meeting from your computer, tablet, or smartphone.

<https://www.gotomeet.me/tahoefire/tdfpd-conference-rm-2>

You can also dial in using your phone: United States: +1 (872) 240-3412 Access Code: 176-039-845

- Pursuant to Section #241 of the NRS and laws of Nevada, the Skyland General Improvement District notifies all parties that the Board of Trustees will conduct business of the District at the above time and place.

- Items may not be heard in the order they are listed, items may be removed or delayed at any time, and two or more items may be combined for consideration.

- Any supporting material for the meeting may be obtained upon request by contacting Jon Herwig (jon.herwig1@gmail.com) (530-416-1590) (PO Box 11357, Zephyr Cove, NV 89448).

3:30 Meeting Called to Order

– Roll Call - Sullivan, Richter, Herwig, Engelkirk present in person, Nice via Go-To-Meeting

– Quorum Established

PUBLIC FORUM: Any person wishing to address the Board on items of interest not listed on the agenda may do so at this time. It is requested comments be limited to three minutes since no action may be taken by the Board on items addressed under Public Forum. Public comment on agenda items will be invited at the time items are considered, before any action is taken.

-Candidates for school board were introduced and given the opportunity to speak

-Andy Geist 1074 Skyland via Go-To commented that he has had 2 neighbors mention to him that the GID board complained to the TRPA and the county about what they were doing before speaking with the homeowner. He thinks the GID should speak to neighbors first before filing a complaint

-President Herwig states that the GID Board does to file complaints or get involved with any code enforcement

-Secretary Richter states that the board doesn't know what he is talking about and would appreciate if he would clarify. He chose not to elaborate.

-VP Engelkirk states she has heard from neighbors this complaint as well and she states the board has not filed any complaints.

## **1. FOR DISCUSSION AND POSSIBLE ACTION**

### **A. Discussion and possible action to approve meeting minutes – 07/28/22 meeting.**

-President Herwig asked id any members of the board or public has comments about the meeting minutes.

-VP Engelkirk made a motion to approve the meeting minutes from 7/28/22. Richter seconded.

-Vote taken passed 5-0

### **B. Discussion and possible action to approve meeting minutes – 08/05/22 emergency meeting.**

-President Herwig asked for comments, none received. Motion made to approve minutes by Sullivan, Richter seconded. Motion passed 5-0

### **C. Discussion and possible action to designate Colodny Fields (our accountant) to develop a Debt Management Policy for the GID (this is now required by Douglas County as we have now taken on debt).**

-President Herwig states that since we are taking on debt from our USDA loan, Douglas County requires us to submit a debt management policy. He would like to have our accountant Coldny Fields to work on it. Requesting the board vote to hire Colodny Fields.

-No comments from the board or Go-To Meeting attendees.

-One in person member asked what the cost was.

-President Herwig states he does not have a quote but is thinking it is in the \$10,000 range.

-Kathy Gibb commented that she felt that number was high since it is a boiler plate document.

-President Herwig asked for a motion to hire Colodny Fields to prepare a debt management program.

-Treasurer Nice made the motion, Sullivan seconded

-Motion passed 5-0

**D. Discussion and possible action to contract an engineering consultant to assist the GID in developing a 5-year Capital Improvement Plan (this is also required by Douglas County).**

-President Herwig states that now that we have taken on debt we are required to prepare a capital improvement plan. We have been talking about doing this for quite some time because we need to plan for expenditures and things we need to do for our infrastructure. He also feels we need to do an infrastructure assessment and then prioritize what needs to be done. We will need to do it for our debt management report

-Sullivan asked when our next report is due

-President Herwig states August 1st of 2023

-Secretary Richter states the community has been talking about doing this for years and we do have issues. Road, drainage issues.

-No in person comments or Go-To Meeting comments

-In person member asked if we were going to go out to bid

-Herwig states that anything per \$50,000 would require us to go out to bid. He states we will start by looking at qualifications and then look at the cost before deciding.

-Sullivan clarified we are making a motion to research the hiring of an engineering consultant.

-Nice made a motion to contract an engineering consultant to develop a capital improvement plan. Engelkirk seconded. Motion passed 5-0

## **E. Discussion and possible action to engage a lawyer to certify rights-of-way and title records for the Skyland fence project.**

- President Herwig reviewed the potential need to hire a different attorney to certify the right of ways where the fence is being replaced. Our current attorney wants title reports and 2 title companies have told us that they cannot do title reports on right of ways. If our current attorney will not certify the right of ways we will need to hire a new attorney.

-One member of the audience asked about the USDA going to the library and questioning the staff

-President Herwig states that the USDA just wanted to verify that the library is ADA compliant

-Motion made by Sullivan to possibly engage an attorney if necessary regarding the certification of the right of ways. Richter seconded. Motion passed 5-0

## **2. COMMITTEE REPORTS**

a. None

## **3. DISCUSSION ITEMS**

### **• Fence update.**

- President Herwig states they have started working on the trench, approximately 1/3 completed. They will be working on the fence from North to South. The passing in will be fence and then landscaping. He thinks they will be doing some grading work soon where the emergency exit is going. We have some change orders already which we anticipated. Electric box and meter need to be replaced since it is so old. Irrigation system needs to be connected to water system. Also the flower beds need to be removed from the attached homes and put on the new system. There are also a lot of large boulders blocking the trench so they are going to bring in a hammer to trench through the boulders. We anticipated this

and have a 20% reserve for contingencies.

- **Beach property line issue.**
- President Herwig states that the landowner agreed to only move the rocks to the property line. This will reduce the impact to our beach parcel. At the last meeting of the sewer district they did not approve the settlement but did approve that the chairman of the TDD board can work directly to come to a settlement rather than the whole board having to discuss it. We no longer have the transparency regarding this issue.
- Presentation by Fire Chief Scott Lindgren on TFD initiatives for fire safety including construction of shaded fire break on south side of Skyland. His full presentation can be heard on the audio file for this meeting posted on the Skyland GID Web Site.

#### **4.** NEXT MEETING – September 28, 2022 at Zephyr Cove Library

#### **5.** ADJOURNMENT

#### NON-DISCRIMINATION STATEMENT

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD- 3027, found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- 
- (1) mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410;
  - (2) fax: (202) 690-7442; or
  - (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).