



Skyland General Improvement District Board of Trustees Notice of Public Meeting & Agenda

Wednesday, January 25, 2023 @ 3:30pm PST
Zephyr Cove Public Library – 233 Warrior Way, Zephyr Cove, NV

This meeting will be an in-person meeting. There will not be any public participation by Zoom or other remote technology. Any member of the public is welcome to join the meeting.

- 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.
- Supporting material for the meeting may be obtained upon request by contacting Scott Sullivan at sullivan.skylandgid@gmail.com or 206-601-4978

1. Call to Order – Roll Call – Establish Quorum

Dana Englekirk - Vice President
Richard Nice - Treasurer
Scott Sullivan - Trustee
Nancy Beaulieu - Trustee
Open Position: Trustee
Open Offices: President & Secretary

The meeting was called to order at 3:33PM with Nancy Beaulieu, Richard Nice, and Scott Sullivan present. Dana Englekirk was present via phone call.

2. PUBLIC FORUM

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

Rick Loria, 1055 Skyland: Appreciates snow removal. Concerns about fence damage. Trustee Sullivan indicated fence repair is planned for Spring.

Jeanine (and David) Nyer, 1037 Golden Mantle: Concerned about beach erosion. Suggestions for protecting the fence on HWY 50.

Justin Sand, 159 Ponderosa Dr: Introducing himself and Lumos Engineering. Trustee Nice asked for his card for upcoming RFP.

Elizabeth Learnhart asked about Bumb's issue. Trustee Sullivan indicated it's not on the agenda, no update.

DeeDee Aspero, 1042 Golden Mantle Cir: Concerns about snow removal moving large boulders further into her yard. Trustee Sullivan will respond to her email and can discuss with our landscapers.

Maria Loria, 1055 Skyland: Concerned about snow removal breaking her yard lights. Trustee Sullivan indicates we cannot take action on public comment, but willing to discuss further after meeting.

Public comment closed

3. FOR DISCUSSION AND POSSIBLE ACTION

- A. Approve minutes from 2022-10-03 emergency meeting
Trustee Sullivan asked for a motion to approve amended Oct 3 minutes. Trustee Nice motioned to approve. Trustee Beaulieu seconded motion. Unanimously approved by Trustees Nice, Englekirk, Beaulieu, and Sullivan.
- B. Approve minutes from 2022-11-30 meeting

Trustee Nice moved to approve, Trustee Beaulieu seconded. Unanimously approved.

- C. Properly Novate (again) snow contract to "JP Landscaping" due to name change.

Trustee Nice points out that JP did not purchase all the assets and our lawyer will have to help us Novate it properly. Trustee Nice moved to approve novation. Trustee Beaulieu seconded. **All Trustees voted to approve Novation. Trustee Nice to follow up with our lawyers.**

- D. Can we arrange to direct deposit monthly Treasurer payments (Douglas & NV)?

Cindy Esders, 185 Willow: asked about PO Box and Bank location.

Trustee Nice: Chance of getting it done correctly is slim to none, don't risk it. Stick with checks for now.

Trustee Englekirk: Will take keys and ensure checks get deposited.

Trustee Nice & Englekirk: discussion about using the debit card to ATM deposits.

Trustee Sullivan asked for a motion: Trustees Nice, Beaulieu & Englekirk recommend to table for later date. No change.

- E. Discuss getting a Zoom business pro account (\$150/yr) to enable remote participation & recording.

Rick Loria: in favor

Elizabeth Lernhardt: in favor

Justin Sands: in favor

Trustee Englekirk: school board uses zoom and it's very effective.

Trustee Nice: in favor at reasonable cost. Trustee Sullivan indicated it's \$150/yr

Trustee Englekirk moved to get it started. Trustee Nice seconded. **Unanimously approved.** Trustee Sullivan to own the action.

- F. Should we pay to renew Google groups for email distribution list? Cost?

Elizabeth mentioned mail chimp. Another resident asked what google groups does, more specifically. Trustee Sullivan explains that it is used to reliably get email to hundreds of people while bypassing various spam filters.

Trustee Nice is supportive, questions about cost and administration.

Trustee Nice moved, Trustee Beaulieu seconded. **Unanimously approved.** Trustee Sullivan will follow up.

- G. Should GID appoint a trustee / committee to work with NDOT on HWY-50 & Bike Path plan. What is our position?

Justin Sands: in favor of someone representing Skyland

Elizabeth Lernhardt: Attended TRPA meeting today and provided an update. Would like someone from Skyland representing us on this issue.

Rick Loria: Definitely should appoint a trustee to represent Skyland.

Jeanine Nyer: Agree, need the board involved so our voices are heard.

Trustee Nice: has email from someone named Michelle claiming the fence will not be impacted. Agrees we should have a trustee and residents from the neighborhood.

Trustee Beaulieu: agrees we should have a committee

Trustee Englekirk: agree, essential we have 3-5 people from community, two trustees.

Trustee Sullivan: agrees, likes the idea of the committee, has to follow open meeting law. Can represent Skyland to NDOT and Governor. Suggests the committee bring results to these GID meetings... and that would help with OML compliance.

Motion made by Trustee Nice to setup committee to work on HWY 50 changes with Englekirk and Beaulieu to co-chair along with members of the community and to conduct business at the regular GID meetings. Trustee Englekirk seconded. Unanimously passed.

- H. Appoint Trustee to fill the existing vacancy. *The Appointee will not be able to vote or assume other Trustee duties until oath of office is taken before a notary public.*

No public comment or volunteers...

Trustee Englekirk recommends Karl Ney who has spoken to Trustee Sullivan and recommends him for appointment.

Trustee Sullivan has spoken with another volunteer, DeeDee Aspero of Golden Mantle who is interested, but uncertain.

Trustee Nice recommends we table this appointment for now. Beaulieu agrees.

- I. (Re)Election of Officers (ie. President, Secretary).

No Public Comment

Trustee Nice recommends we proceed to action and nominates **Trustee Sullivan as President**. Trustee Englekirk seconds the motion. **Unanimously approved.**

Trustee Nice nominates **Trustee Englekirk as Vice President**. Trustee Beaulieu seconds. **Unanimously approved.**

Trustee Englekirk nominates **Trustee Nice as Treasurer**. Trustee Beaulieu seconds. **Unanimously approved.**

Trustee Nice nominates Trustee Beaulieu as Secretary. Trustee Beaulieu declines, wants more familiarity with the role and time commitment.

Trustee Sullivan proposes to work with Trustee Beaulieu on acting-Secretary duties until the next meeting. Secretary position to remain open for now.

- J. Review and Sign Engagement letter "Understanding of Services" from accountant Colodny Fields.

No public comment. Trustee Nice is good with the scope of services and motions to approve. Trustee Beaulieu seconds. **Unanimously approved.**

- K. Review, edit, and approve RFP for Auditing Services prepared by Colodny Fields.

No public comment. Trustee Nice confirms that an audit is required [by law] and moves we approve the RFP with adjustment of second accounting firm. Trustee Beaulieu seconds. **Unanimously approved.** Trustee Nice to follow-up.

- L. Review and sign Economic Conditions Survey prepared by Colodny Fields.

Trustee Nice moves we sign, Trustee Beaulieu seconds. **Unanimously approved.**

- M. Review and sign Annual Summary and Transmittal of U.S. Information Returns prepared by Colodny Fields.

The Board had a side-discussion about how many of these housekeeping items do not require agenda items or motions. Trustee Nice to handle the signing and distribution of these returns.

- N. Review, sign, and distribute W-3 (Wage & Tax Statements), Form 941 (Employer Quarterly Federal Tax Return), Trustee Compensation paychecks for Q1 2023, prepared by accountant Colodny Fields.

Trustee Nice to manage the housekeeping of these payroll and tax statements.

- O. Sign I-9 forms for newer trustees

Trustee Beaulieu has completed this online. Trustee Sullivan has not and will follow up with our accountant.

4. COMMITTEE REPORTS

5. DISCUSSION ITEMS

- A. Review & Document Trustee position terms & election cycles

Trustees Sullivan & Nice discussed rules around appointments, expiration of terms. Trustee Englekirk ran for election in 2020 for a four year term. Others unclear.

- B. Discuss changing lawyer group - Trustee Nice suggests tabling this item.
- C. Sign letter to County wrt Henderson's retaining wall. - Trustee Sullivan & Nice to sign this after the meeting.
- D. Sign / Distribute / Mail checks. - Trustee Nice suggests we handle this offline.
- E. Elizabeth Lernhart asked if we can help residents get a grant to manage trees for storm, fire.

Discussion about getting grants to help remove trees. Trustee Nice recommends you do not ask TRPA, instead go to the Fire Department directly to get trees marked for approved removal. Then it is on the homeowner to find a tree service to remove the tree. The Fire Department might provide grant money to help with the removal (ask about grant money). Homeowners are responsible for the rest of the costs.

Trustee Beaulieu asked, "what about trees that fell?" Trustee Sullivan explains that GID Landscaping handles trees in the road. Homeowners are responsible for trees on their property.

Cindy Esders: NV Energy does some work around power lines, but could take a long time.

Summary: start with the Fire Department.

6. NEXT MEETING

Proposed: February 22, 2023 at Zephyr Cove Library

7. ADJOURNMENT

Meeting adjourned at 5:30PM

Agendas posted at Skyland Entrance, Skyland Beach, Myron Court, and on the GID website (<http://www.skylandgid.org/>) three days prior to the meeting by 9:00 AM by Scott Sullivan.

NON-DISCRIMINATION STATEMENT

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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