



Skyland General Improvement District Board of Trustees Meeting Minutes



Friday, January 26, 2024 @ 3:30pm PST
Tahoe Douglas Fire Protection District Training Room: 193 Elks Pt Rd
Zoom Meeting ID: 975 6502 5840; Passcode: 204117

This meeting will be via Zoom only. Any member of the public is welcome to join and participate.

- 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 Scott Sullivan at sullivanskylandgid@gmail.com or 206-601-4978

1. Call to Order – Roll Call – Establish Quorum

Scott Sullivan - President
Dana Englekirk - Vice President
Karl Ney - Treasurer
Nancy Beaulieu - Trustee
Janine Nyre – Secretary
All present and accounted for. Meeting called to order at 3:35pm

2. PUBLIC FORUM

Elisabeth Lernhardt 150 Willow: Please invite Cherise Smith to address the Board. Cherise is on the Recreation Advisory Board and has insight into the plan for Bike Trails.

3. FOR DISCUSSION AND POSSIBLE ACTION

- A. Approve minutes for 2023-11-29 meeting.
Public Comment: none
Trustee Comment: none
Motion to approve: Trustee Nyre Second: Trustee Beaulieu Unanimously passed.
- B. Selection of Officer positions for 2024
By law, officer positions need to be established and/rotated at the first meeting of the calendar year.
Public Comment: none
Trustee Nyre pointed out that she has only been in place for less than a year, with a Request that she maintain the Secretary position. Trustee Beaulieu motioned to approve, Trustee Englekirk. Seconded, passed unanimously. After brief conversation with no trustees interested in a different Positional assignment, Trustee Nyre motioned to maintain Trustee Sullivan as President, Trustee Englekirk as Vice President, Trustee Ney as Treasurer. Trustee Ney seconded the motion. Motion passed Unanimously.
- C. Trustee Committee Assignments (possible action)
It is important to get our committees going this year as there are a number issues that need to be addressed. By-laws require a trustee to be assigned to each committee. Committees are for research/discussion. Recommendations must be presented to the Board for decisions/funding.
Public Comment: None
Trustee discussion/volunteers:
 - Storm Drains/Roads: Trustee Ney
 - Entrance: Trustee Beaulieu
 - Snow Removal & Landscaping (Includes fence): Trustee Sullivan
 - Hwy 50 & Bike Lane: Trustee Englekirk

Beach: Trustee Nyre

No motion or vote needed for this item.

D. Fire Hydrant Status and Updates needed (possible action)

Kris Rowlette (TDFPD Fire Inspector) and Trustee Nyre performed a survey of the fire hydrants in the neighborhood. Results presented (See Attachment A). Fire Inspector Rowlett added some detail about current residential fire concerns based on recent experience and the risk of lithium batteries.

Public Comment: None

Trustee Comment: Multiple trustees mentioned examples of concerns with lithium batteries (e-bikes, snowplows, etc).

Trustee Nyre requested that the appropriate course of action on the fire hydrants that do not meet code or have lower flow rates that we advise the Water Utility and request an action plan for resolution.

Motion to approve: Trustee Englekirk, Second: Trustee Beaulieu. Motion passed unanimously.

4. DISCUSSION ITEMS

A. Treasurer's report (discussion only).

Treasurer's report presented (Attachment B)

Public Comment:

Elisabeth Lernhardt 150 Willow: advised that the reserve account should be an interest bearing account with good rates available currently.

B. Fence update (discussion only)

80-90% of posts have been reset (all holes verified for dimensions by RO Anderson). 18 or so have not been reset. Contractor was advised about concerns about the crooked rails. When the pickets are installed, the rails will not be seen from Hwy 50 although it will be evident from the Myron side. Work will continue as snow subsides. Report from the landscaper on the dead or dying trees states the position that some died due to shock and some due to overwatering. We do not agree with that position and will push for full resolution, but not until the fence is complete because there could be more damage to trees resulting from fence reconstruction. (Secretary note: there was a discussion about tree health during the committee report portion of the meeting with Trustee Beaulieu reporting that Larry Lewin's (119 Ponderosa) arborist had evaluated the trees and had findings/recommendations that will help our position). The new lights are now energized. There is still confusion by NV Energy relative to the billing and who the contact person is for Skyland. Lastly: the light at the intersection of Willow and Myron has been repaired, although Trustee is asking the contractor for a more permanent solution so the low voltage lines will not knock it off again.

Public Comment:

Elisabeth Lernhardt 150 Willow: the low voltage line could be AT&T or Spectrum.

Vicki Bergstrom 194 Carson: Thank you for trying to resolve the fence.

Bob Pavich 1002 Skyland (Question emailed to Trustee Englekirk): Is there any way to get out of the fence contract? Did we pay for the contract upfront? Supplier is in breach of contract, we should get our money back. (Secretary note: these questions have been answered over a number of GID meetings, a short summary answer can be found on the recording for the meeting).

Trustee comment: none

C. GID Trustee Election (2024 election cycle). ALL Trustee seats up for election (discussion only)

All trustee positions are up for election during the 2024 election. Although many of the current trustees are planning on running, we invite any qualifying resident to run for the open positions. We will be

putting an announcement up on the Skyland GID website (www.skylandgid.org) and sending to the email distribution with dates and filing process.

Public comment:

Elisabeth Lernhardt 150 Willow: She advised that this issue came up because 2 people appointed to the Elks point sewer board were not residents on the voter roles of Douglas County. The DA Doug Richie also pointed out that there is no issue with someone being on the GID AND another board (ie, Fire, Sewer, etc). There has been some confusion about that in the past as it was believed to be a conflict of interest.

Trustee comment: none

5. COMMITTEE REPORTS

A. Entrance Committee (Beaulieu)

Please see attachment C for report

Public Comment:

Elisabeth Lernhardt requested information about the 5 native pine tree species mentioned by the Arborist.

Trustee Comment:

Trustee Sullivan: What type of material does NDOT put on Hwy 50 for ice reduction? (Trustee Nyre to research)

B. Hwy 50 & Bike Path

Hwy 50 Lane reduction: Not being pursued by NDOT

The Douglas County Trails Plan was presented to the BOCC last week, identifies that current plan is to bring the bike path through our neighborhood along Myron and behind Willow on the USFS land (paved path) down closer to the shore. Please see Attachment D. The map showing the new Lake Link coverage map (comes out to Round Hill Shopping Center). This is a service for free rides within the coverage area (works similar to Uber but free)

Public Comment: Elisabeth Lernhardt 150 Willow: reiterated that it is important to engage with Cherise Smith on the counties plans.

Trustee Comment: Trustee Ney, how many bikes will actually use the path? Why don't they put it on the USFS land on the east side of Hwy 50.

C. Beach Committee

Trustee Englekirk met with DCSO and filed a Code Enforcement Complaint form as advised by DCSO to enable enforcement of unauthorized Kayaks on the beach.

Public Comment: None

Trustee Comment: Trustee Sullivan asked for time to more fully understand the package that Trustee Engelkirk put together.

D. Snow Removal and Landscaping

Trustee Sullivan stated that we have had a very light snow year, with November and December's invoices billed at the minimum threshold. He is in contact with JP Landscaping and is monitoring progress each time they come plow. He is using more ice melt this year

Public Comment: None

Trustee Comment: None

E. Storm Drains and Roads

Public Comment:

Vicki Bergstrom 194 Carson: Concerned that runoff from Hwy 50 is pooling in her yard and the house directly to the west of her (Trustee Ney to assess)

Trustee Comment: None

6. FUTURE MEETING SCHEDULE

February 16, 3pm @
March 15, 3pm
April 19, 3pm

Don't miss an update! Join our e-mailing list at skylandgid.org

7. ADJOURNMENT

Motion to Adjourn: Trustee Nyre, Second: Trustee Ney. Adjourned at 5:10pm

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 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

Join Zoom Meeting

<https://zoom.us/j/97565025840?pwd=WTE2RGh4aityRi9aTIZ2Z3FLS3FOQT09>

Meeting ID: 975 6502 5840

Passcode: 204117

One tap mobile

+16694449171,,97565025840#,,,,*204117# US

+16699006833,,97565025840#,,,,*204117# US (San Jose)

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+1 346 248 7799 US (Houston)

+1 719 359 4580 US

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 646 931 3860 US

+1 689 278 1000 US

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Find your local number: <https://zoom.us/j/97565025840?pwd=WTE2RGh4aityRi9aTIZ2Z3FLS3FOQT09>

Appendix A

Skyland Fire Hydrant Status



Fire Hydrants

- | | |
|--|--|
| <ul style="list-style-type: none">• There are 21 Fire Hydrants in Skyland.• 7 Fire Hydrants appear to be original to the neighborhood (late 50's, early 60's style).• 8 Fire Hydrants do not meet code because they are too low to the ground.• 1 Fire Hydrant has the wrong main valve diameter (4" vs 6")• The colors (base or cap) do not meet the current standard to aid critical firefighter timelines | <ul style="list-style-type: none">• The Fire Hydrants are the responsibility of the Water Utility• The Fire Hydrants are in the Skyland GID right of way |
| | <p>Action:</p> <ol style="list-style-type: none">1. Letter to Water Utility and TDFPD identifying the issues found and requesting resolution<ul style="list-style-type: none">• Potential FH replacement• Potential addition of riser• Potential painting of FH w/ cap color correlated to flow rate |

Fire Hydrant Review

Date: 22 January 2024

Street - Designation	Address	Fire Hydrant Color Base/top	Vatve height meets code	Main Valve size	Ballard	Flow Rate	Color Designation
Myron - A	1008 Myron	Red/Red	No	6"	OK	1087	Green
Myron - B	1030 Myron	Red/Red	No	6"	Needs update	780	Yellow
Myron - C	193 Ray	Red/Red	Yes	6"	OK	1044	Green
Myron - D	189 Myron	Silver/Yellow	No	4"	OK	1389	Green
Myron - E	1091 Skyland	Silver/Yellow	Yes	6"	OK	781	Yellow
Skyland - F	1069 Skyland	Red/Red	Yes	6"	OK	1569	Blue
Skyland - G	1051 Skyland	Red/Red	Yes	6"	OK	347	Red
Skyland - H	1031 Skyland	Red/Red	Yes	6"	OK	1753	Blue
Skyland - I	1011 Skyland	Red/Red	Yes	6"	OK	993	Yellow
Beach - J	Beach - across from	Yellow/Yellow	Yes	6"	Missing	<500	Red
Tahoe - K	135 Tahoe	Silver/Yellow	No	6"	OK	1736	Blue
Ponderosa - L	146 Ponderosa	Silver/Yellow	No	6"	OK	987	Yellow
Ponderosa - M	120 Ponderosa	Red/Red	Yes	6"	OK	1014	Green
Ponderosa - N	100 Ponderosa	Red/Red	Yes	6"	OK	1853	Blue
Willow - O	150 Willow	Silver/Yellow	No	6"	OK	966	Yellow
Willow - P	1002 Red Fir	Silver/Yellow	No	6"	OK	3010	Blue
Carson - Q	189 Carson	Silver/Yellow	Yes	6"	OK	650	Yellow
Deercliff - R	1097 Deercliff	Red/Red	Yes	6"	OK		
Deercliff - S	179 Ray	Red/Red	Yes	6"	OK	1339	Green
Deercliff - T	160 Lynn	Red/Red	No	6"	Needs update	1482	Green
Golden Mantle - U	1038 Golden Mantle	Red/Red	Yes	6"	OK	1953	Blue

Note: the Silver Yellow Hydrants are an older version of hydrant that needs to be updated.

Appendix B

Skyland GID

Treasurer Report

Karl Ney

Bank Account Balances as of 12/31/2023

US Bank Operations Acct #5247 \$86,668.94

US Bank USDA Fence Loan Acct#6281 \$61,934.64

A/P: TBD from CPA

To date, I have not seen a snow removal invoice or an invoice from the engineering firm for the project management of

the reconstruction of the fence fall of 2023. I will work to have complete budget projections and payable listings for the

February meeting.

USDA Loan Amount: \$652,590.00

2.125% / 20 year Loan

Start Date: 3/29/2022

USDA Fence loan payment \$3,485.00/month

#4 Debt Service Coverage Ratio (DSCR)

Reserves held per contract: \$348.50/month starting January 1, 2023.

No reserves have been held to date. The GID needs to open another bank account to put the reserves in but have not

done so yet because of talks to change banks from US Bank to another bank due to customer service issues.

The total amount needed in the reserve account is one year's payments totaling \$41,820.00.

This would equal 120 payments of \$348.50. (10 years to withhold funds starting January 1, 2023)

2023 $12 \times 348.50 = \$ 4,182.00$

2024 $1 \times 348.50 = \$ 348.50$

Past due total to apply to new withholding account: \$4,530.50

Per the agreement, we are NOT required by the loan agreement to complete another USDA audit concerning the fence project.

Per my understanding and talks with the USDA loan team and per the information included in our loan agreement, the GID is only

responsible for audits at a NV state level moving forward in 2024. Skyland is not required to perform another full audit as was done

in 2023 per the loan agreement and per the funds that were expended. See USDA contract notes below. Financial statements can be

prepared and submitted by our current CPA firm.

Contract Notes:

a. An annual audit under the Single Audit Act is required if the recipient expends \$750,000 or more in Federal financial assistance per fiscal year. The total Federal funds expended from all sources shall be used to determine Federal financial assistance expended. Expenditures of interim financing are considered Federal expenditures.

All audits are to be performed in accordance with 2 CFR Part 200, Subpart F, as adopted by USDA through 2 CFR Part 400. Further guidance on preparing an acceptable audit can be obtained from the Agency. The audit must be prepared by

Appendix B

an independent licensed Certified Public Accountant, or a State or Federal auditor if allowed by State law, and must be submitted within 9 months of the recipients fiscal year end.

b. For local governments and Indian tribes, an audit in accordance with State or local law or regulation or regulatory agency requirements must be submitted when you expend less than \$750,000 in Federal financial assistance per fiscal year. These

audits shall be submitted to USDA no later than 150 days after the end of the borrower's fiscal year.

c. All borrowers exempt from USDA audit requirements and who do not otherwise have annual audits, will within 60 days following the end of the borrower's fiscal year furnish USDA with annual financial statements, consisting of a verification of the organization's balance sheet and statement of income and expenses. The recipient may use Form RD 442-2, "Statement of Budget, Income and Equity," (the Skyland GID accounting firm should be able to provide these documents) Skyland General Improvement District 03/29/2022

Letter of Conditions Page 11

and 442-3, "Balance Sheet," or similar format to provide the financial information.

d. NOTE: As a part of the normal RD Servicing Requirements, the Applicant will be required to provide RD with annual audited financial statements and also quarterly financial reports. Quarterly financial reports are only required for the first year of the loan.

2. Audit agreement—If you are required to obtain the services of a licensed Certified Public Accountant (CPA), you must enter into a written audit agreement with the auditor. The audit agreement may include terms and conditions that you and auditor deem appropriate.

I completed the Pool Plan insurance questionnaire and submitted it to our insurance provider A and H Insurance, 3301 So. Virginia

St., Reno, NV 89502. The GID is waiting for the updated insurance rider and 2024-2025 cost to review.

Karl Ney

January 22, 2024

Appendix C.

Entry Meeting - Tuesday January 23rd, 2024 – Notes / Report

Larry Lewin (119 Ponderosa) had his personal Arborist, Molly, access the Entry and existing vegetation/landscaping.

Molly recommended another landscape professional to access the Entry area next week for a second opinion of the current situation and make recommendations going forward.

The Pine trees are Bristle Pine and they are all the same. They are not salt tolerant and have been planted incorrectly with left over burlap, twine, and in some areas have had bark beetle infestation.

She felt that since there are five different pine trees indigenous to the area; they should have planted all five types and see which ones held up the best so close to HWY 50 with the on-going snow removal and ice melt.

Sandra Ney (1018 Alpine) drew up some 2 terrific drawings for the entry and has agreed to meet with Molly and her landscape professional before next month's meeting to get a better idea of the scope of the design.

Sandra Ney and Nancy Beaulieu (1036 Golden Mantle) discussed possible entry way designs and materials and if the design should be carried along Tahoe drive where the existing fence and Pillars exist. This would add some congruency to the project.

We all agreed that keeping things simple and elegant would be the best course of action.

Hwy50 & Bike Path

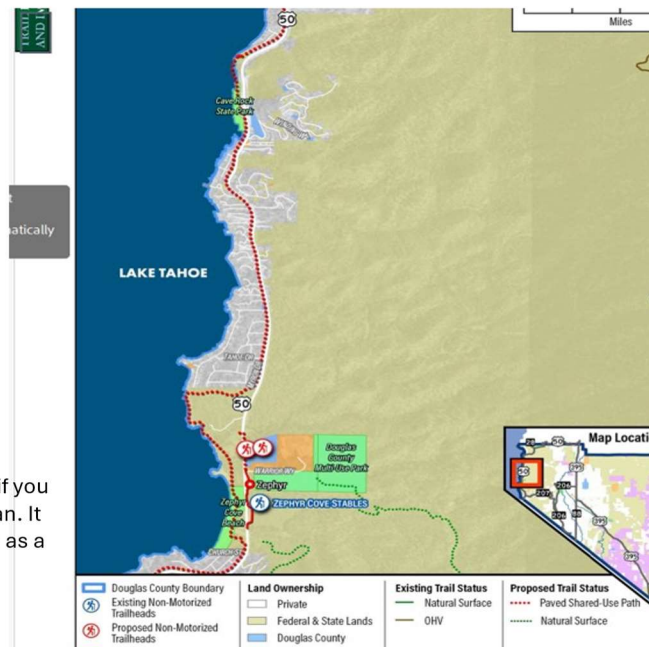
Skyland GID Update

Hwy 50 & Bike Path Update

- Hwy 50
 - NDOT is currently dropping pursuit of lane reduction on Hwy 50.
 - Gov Lombardo has requested that NDOT come up with alternatives to create turn lanes or other safety measures at critical intersections (ie, Presbyterian curve)
 - BOCC is working on a resolution to declare Hwy 50 a critical evacuation route that must remain at 4 lanes.
- Bike Path
 - Douglas County has the position that bike lanes on Hwy 50 are too dangerous
 - Douglas County trails plan recently presented to BOCC show the bike path adjacent to the highway, but going through neighborhoods in some cases.
 - Current pictoral shows it going along Myron (within Skyland) and just south of Willow.

Douglas County Trails Plan

Please email jnyreskyland@gmail.com if you would like a digital copy of the Trails plan. It is a very large file, so it will come to you as a zip file.



Indications of ZCR changes in Trails Plan

Section Priority	Unique Features	Project Partners	Cost and Potential Sources of Funding	Status of Completion	Project Comments
D Round Hill Pines to Zephyr Cove shared-use path. ~3 miles.	Adjacent private lands, maintain path within U.S. Hwy 50 right-of-way	FHWA, USFS, NDOT, NHP, TTD, TRPA	Estimated \$12-24+ million depending on final alignment USFS, NDOT, FHWA, Douglas County, EIP, Stormwater, Conserve Nevada, private/local matching funds	To Be Completed: Prelim Design Environmental Final Design, and Construction	Environmental Analysis will determine the alignment, the final end within Dreyfus and preliminary design and construction estimates. Note that USFS took out a portion of the existing path at Round Hill Pines when entry road was built and should provide funding to replace that section with this project. Zephyr Cove vendor has a commitment of \$1 million to construct path within that segment, which could be match to other sources.
E Warrior Way parking improvements with path connections. ~150-200 parking spaces.	Need to add Fiber Connections; Restroom; Could include Ped/Bike Tunnel	USFS, NDOT, TTD, TRPA	Estimated \$4-7 million USFS, Douglas County, NDOT, FHWA, EIP, Conserve Nevada, private/local matching funds	To Be Completed: Preliminary Eng, Environmental, Final Design, and Construction	Coordinate with Douglas County parking study and with USFS. USFS vendor required \$1 million for new path improvements and would be a good match to other sources.
F Cave Rock Dr./Lower Area	May include improvement to Cave Rock entry	NDOT, NDOT, TTD, TRPA	Estimated \$1- 3.5 million NDOT, NDOT	To Be Completed: Preliminary	Coordinate with NDOT Pedestrian Improvements/3R project to look at potential pedestrian connection to

