

**ZEPHYR KNOLLS GENERAL IMPROVEMENT DISTRICT
BOARD OF TRUSTEES**

MINUTES OF PUBLIC MEETING

May 16, 2023 – 10:00 AM

Zephyr Cove Library, 233 Warrior Way, Zephyr Cove, Douglas County, Nevada

Board Members Present:

Ross Rittiman, Chair
Shiralee (Sheri) Batten
Teresa Chavez (by phone)

Others Present:

Steve McVicar, CPA
Karen Andrews
Mike Edmondson
Afrime Ottaway
Rollie Rohnow
Donna Rohnow

1. ACTION ITEM: Call meeting to order. Chairman Ross Rittiman called the meeting to order at 10:03 A.M.
2. ACTION ITEM: Roll Call. (See above)
3. ACTION ITEM: Approval of Agenda. The agenda was unanimously approved with a motion made by Sheri Batten and seconded by Teresa Chavez.
4. PUBLIC COMMENT: Sheri Batten mentioned that Zephyr Heights GID was doing some resurfacing.
5. ACTION ITEM: Approval of minutes of April 3, 2023 meeting. Ross commented that he checked with NDOT; poles and parking signs are where they need to be. The minutes were unanimously approved with a motion made by Sheri Batten and seconded by Ross Rittiman.
6. ACTION ITEM: Review and approval of final budget for fiscal year ending June 30, 2024. Steve McVicar, CPA, presented the final budget for the fiscal year 2023-2024. The board had discussion regarding assessing a snow removal fee. Rollie Rohnow commented his CA HOA had a one-time assessment. Afrime Ottaway felt the funds received from the state and county were adequate. Steve said the board might want to consider to fund future costs. Afrime mentioned she attended a VHR meeting and \$4M in funds were going to the community. Sheri said this money was for funding the new convention center. Ross felt that total resources have dropped and needed to be addressed in the future. Ross Rittiman made a motion to approve the final budget which was seconded by Sheri Batten; the vote was unanimous.
7. ACTION ITEM: Approval of disbursements to date: Steve presented the financial reports and disbursements which the board reviewed. Sheri Batten made a motion to approve which was seconded by Teresa Chavez; the vote was unanimous.
8. ACTION ITEM: Update/Discussion on snow removal. Sheri felt Buckeye did a good job. Rollie Rohnow had a comment regarding the Zephyr Heights snowplow route. No action was taken.

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9. ACTION ITEM: Update/Discussion on street repairs. The board discussed the previous estimate from Buckeye on repairs, sweeping, and sign installation. Ross commented on purchase of the no parking signs; Afrime mentioned the signs and posts weren't included in the estimate. Sheri Batten made a motion to fund repairs on Canyon Drive not to exceed \$1,000 which Ross Rittiman seconded; the vote was unanimous. Sheri committed to contact Buckeye. The motion was amended by Sheri to add street signs with an amount not to exceed \$4,000 which was seconded by Ross; the vote was unanimous. Street security for July 4th weekend was discussed. Sheri Batten made a motion to approve funds for July 4th security not to exceed \$2,000 which was seconded by Ross Rittiman; the vote was unanimous.
10. PUBLIC COMMENT: Rollie mentioned James Peterson may be interested in becoming a board member.
11. ADJOURNMENT: The meeting adjourned at 10:58 AM with a motion made by Sheri Batten and seconded by Ross Rittiman. The vote was unanimous.

Respectfully submitted:
Karen Andrews