

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

MINUTES OF PUBLIC MEETING

November 8, 2023

Video conference, Zephyr Cove, Douglas County, Nevada

Board Members Present:

Ross Rittiman, Chair
Shiralee (Sheri) Batten
Teresa Chavez
Richard Kline

Others Present:

Steve McVicar, CPA
Karen Andrews
Willow Krempin

1. ACTION ITEM: Call to Order. Ross Rittiman called the meeting to order at 11:02 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 Rich Kline.
4. ACTION ITEM: Approval of May 16, 2023 minutes. The minutes were unanimously approved with a motion made by Sheri Batten and seconded by Rich Kline.
5. ACTION ITEM: Consideration and approval of Petition and Resolution for Exemption for fiscal year 2024-2025. Steve McVicar, CPA, presented the Petition and Resolution for Exemption. The Resolution was adopted with 4 Ayes, 0 Nays, and 1 Absent. Ross gave his permission for signature to be placed on the Resolution.
6. ACTION ITEM: Review and approval of Compilation Report Financial Statements for the year ended June 30, 2023. Steve McVicar presented the compilation report and financial statements. Ross Rittiman made a motion to approve which was seconded by Teresa Chavez. The vote was unanimous, and Ross gave permission for signature to be placed on the Letter of Understanding.
7. ACTION ITEM: Approval of disbursements to date. Steve McVicar presented the financial reports and disbursements. The board reviewed the disbursements; Teresa Chavez made a motion to approve which was seconded by Sheri Batten; the vote was unanimous.
8. ACTION ITEM: Appointment of board member to fill vacancy. Ross explained that Shervin Nadjafi was not registered to vote in Douglas County at the time of his April appointment but since has registered to vote. Rich Kline made a motion to appoint Shervin Nadjafi to the board which was seconded by Ross Rittiman; the vote was unanimous.
9. ACTION ITEM: Review/approval of snow removal contract. The board reviewed the Buckeye snow removal contract. Rich Kline made a motion to accept the contract which was seconded by Ross Rittiman. The vote was unanimous.
10. PUBLIC COMMENT: Ross went over the cost of re-paving versus chip sealing roads and determined chip sealing was the most cost effective. Rich Kline asked for an opinion on road conditions. Ross commented that roads weren't anywhere close to failure. He also spoke to NDOT on what the district could do to ensure safety at the entrance on Lakeview Dr. NDOT responded safety was okay. Rich and Sheri commented on other avenues of funding to repair roads. Ross suggested an assessment to homeowners; Steve McVicar suggested charging homeowners a fee for snow removal. Rich commented on the ending budget; Steve explained there was usually a surplus but last year had unprecedented snow and removal costs. Willow Krempin commented regarding snow being pushed in front of her house instead of distributed

to all properties or to a designated storage lot. Ross suggested she take pictures and he would email Buckeye. Sheri commented on snow storage area signs and no parking signs and would continue to work with Buckeye on these matters.

11. ADJOURNMENT: The meeting adjourned at 11:49 A.M. with a motion made by Ross Rittiman seconded by Rich Kline. The vote was unanimous.

Respectfully submitted:

Karen Andrews