

**Indian Hills General Improvement District
Board of Trustees**

Chairman Dale Dunham	Vice Chairman Robert Stulac	Secretary/Treasurer Vicky Lufrano	Trustee Russ Siegman	Trustee Robert Garcia
-------------------------	--------------------------------	--------------------------------------	-------------------------	--------------------------

**February 15, 2023
Regular Board Meeting
6:00 P.M.
District Board Room
3394 James Lee Park Road
Carson City, NV
89705
(775) 267-2805**

MISSION STATEMENT

The Mission of the District is to provide, within its Charter, those public facilities and services which maintain and improve the quality of life of its resident families and to maintain and operate those facilities and services at the highest quality and in the most cost-effective manner possible, with the intent to continue to do so for a growing population of residents.

It is the intent of the Board of Trustees to protect the dignity of citizens who wish to comment before the Board. It is also the Board of Trustees' wish to provide the citizens of the district with an environment that upholds the highest professional standards.

In order to ensure that every citizen desiring to speak before the Board has the opportunity to express his/her opinion, it is requested that the audience refrain from making comments, hand clapping or making any remarks or gestures that may interrupt, interfere, or prevent the speaker from commenting on any present or future project.

In accordance with Federal law and U.S. Department of Agriculture policy, IHGID is prohibited from discriminating on the basis of race, color, national origin, sex, religion, age, disability (Not all prohibited bases apply to all programs.) To file a complaint of discrimination, write to USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider, employer, and lender.

Communication for Hearing Impaired: Nevada Relay Service is available by calling 711. The TTY or HCO (hearing carry over) number is 800-326-6868, Voice only is 800-326-6888, VCO (voice carry over) is 800-326-4013.

Notice to Persons with Disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify the District Office in writing at 3394 James Lee Park Road, Carson City, NV 89705, or by calling 267-2805 at least 24 hours in advance.

Following is the Agenda, which is also posted on IHGID's website at: www.indianhillsnevada.com

AGENDA

6:00 P.M.

1. Call to Order - Regular Meeting of the Board of Trustees
2. Pledge of Allegiance
3. Public Interest Comment (No Action)

The public may comment on any subject that is pertinent to IHGID. The public may comment on any item that is on this agenda at the time it is discussed. Therefore, the public is encouraged and permitted to make comments on any non-agenda items during the public interest comment period. Comments may be limited by the discretion of the Chair and may not exceed three (3) minutes. Please note that the Board is prohibited by law from deliberating or taking action on issues raised by the public that are not listed on this agenda.

4. Approval of Agenda-Chairman
Items on this agenda may be taken out of order. Two or more agenda items may be combined for consideration. Any item appearing on this agenda may be removed, or its discussion delayed at any time.
5. Discussion and possible action to approve a proposal from Lumos & Associates in the amount of \$9,800.00 for Civil Engineering Services for the South Sunridge Park Dog Park. (General Manager, Chris Johnson/District Engineer, Tim Russell)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment
6. Discussion only on the Buy-A-Brick program, status update and reintroduction for new board members. (Trustee, Robert Garcia)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment
7. Discussion only to review existing loans, interest paid/debt service and opportunities for acceleration of debt. (Trustee, Robert Garcia)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment
8. Discussion only to review existing investments, earnings, and opportunities to improve return on investments. (Trustee, Robert Garcia)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

9. Discussion and possible action regarding traffic calming devices to control speeding in Indian Hills GID. (Vice Chairman, Bob Stulac)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

10. Discussion only regarding Resolution 2009R-02, Board norms and procedures. (General Manager, Chris Johnson/ District Counsel, Chuck Zumpft)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

11. Discussion only regarding Indian Hills acceptance of ownership and maintenance of new roads. (Trustee, Robert Garcia)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

12. Reports to the Board:
 - a. General Manager Report
 1. Administrative
 2. Water
 3. Wastewater
 - b. District Accountant Report
 - c. Engineer Report
 - d. Attorney Report
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

13. Discussion and possible action to approve Draft Minutes from the January 18, 2023, Board Meeting.
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

14. Chairman and Trustees Reports, Correspondence
Under this item the Board Members will briefly identify relevant communications received by them before the meeting, or meetings attended, or potential business of the district. No action will be taken on any of these items, but a member may request such item or topic be placed on a future agenda.

15. Adjournment

This agenda is posted at www.indianhillsnevada.com, <https://notice.nv.gov> and at the following locations:
District Main Office, 3394 James Lee Park Road

As of 8:30 A.M., February 10, 2023, by

 Brooke Thompson



AGENDA ITEM 5.

Discussion and possible action to approve a proposal from Lumos & Associates in the amount of \$9,800.00 for Civil Engineering Services for the South Sunridge Park Dog Park.

(General Manager, Chris Johnson/District Engineer, Tim Russell)



Carson City • El Dorado Hills • Fallon • Lake Tahoe • Reno

Carson City
308 N. Curry Street, Suite 200
Carson City, Nevada 89703
775.883.7077

February 3, 2023

LA23.008

Chris Johnson, General Manager
Indian Hills General Improvement District
3394 James Lee Park Road #A
Carson City, NV 89705

Re: Proposal for Civil Engineering Services for the South Park Dog Park at South Sunridge Park in Indian Hills, Nevada

Dear Chris:

Lumos & Associates, Inc. is pleased to provide you with this proposal for Engineering Services for the Dog Park at South Sunridge Park. The project is located at 980 Parkview Drive in Indian Hills, Nevada.

Project Understanding

We propose the following tasks to assist you with your project based upon the attached concept prepared in the past:

Project Scope

Task 1 – Topographic Survey

To ensure ADA accessibility for the design, a Topographic Survey Map will be created using a combination of aerial photogrammetry and ground collected survey field points. The project will be flown at an appropriate elevation to obtain a horizontal scale of 1"=20' with a 1' contour interval accuracy in accordance to National Map Accuracy Standards for the project area. All existing surface improvements and visible evidence of utilities will be located within the project area. Conventional survey methods will be utilized on hard surface areas such as asphalt, concrete and utilities to achieve a higher degree of horizontal and vertical accuracy. Utilities will be dipped and inverts listed on the Topographic Map. A digital terrain model, topographic map, and color orthophoto will be generated and combined in Softdesk Civil 3D 2022 as deliverables for this task.

Horizontal Control for the project will be referenced to the Nevada Coordinate System, West Zone, NAD83/94 using a local combined scale factor of 1.0002 to establish ground values for the topographic map. The vertical datum for the project will be referenced to NAVD88. The area to be mapped will be from back of walk on Mica Drive to back of walking path to back of curb on Parkview Drive to the south edge of the basketball court.

Task 2 – Dog Park Improvement Plan

This task includes preparation of an Improvement Plan for the South Park Dog Park for review by IHGID. The scope of work for the proposed dog park includes a new bench and shade structure, ADA accessibility, new 4' high fenced area with a double gate entry, new hardscape pathway (including pavers), two new trees, and a new dog compatible water fountain. The Improvement Plan will be based upon the Dog Park Site Plan prepared by Lumos in April 2020. A new water service is anticipated to be required for the proposed dog drinking fountain and will be incorporated into the plans.

2

Task 3 – Bidding Assistance

Lumos will be available during the bidding process to answer technical questions and respond to questions raised by bidders during the bidding period. In addition, all questions and responses will be documented and provided to IHGID. Work performed under this task will be billed on a time and materials basis in accordance with our current fee schedule.

Task 4 – Construction Assistance

Lumos will be available to answer questions, coordinate contractor invoicing, process pay requests, review submittals, conduct periodic walkthroughs of the project during construction, respond to RFI's, modify plans, inspections, testing, and prepare record drawings. This task will be T&M and as-needed basis through IHGID.

Assumptions / Exceptions

Lumos has made the following assumptions in preparation of this proposal:

- This proposal does not include permitting as this is viewed as a maintenance project.
- This proposal does not include any technical reports or studies.
- This proposal does not include dry utility design or site lighting design.
- Assumes IHGID staff will modify the irrigation system. This does not include the redesign of the irrigation system.

Fees

The tasks described in the Scope of Work will be completed for the following fees:

Task	Description		Fee
Task 1	Topographic Survey	Lump Sum	\$3,500
Task 2	Dog Park Improvement Plan	Lump Sum	\$3,500
Task 3	Bidding Assistance	(T&M Estimate)	\$1,400
Task 4	Construction Assistance	(T&M Estimate)	\$1,400
		TOTAL	\$9,800

Tasks 1 and 2 will be billed as a Lump Sum. Tasks 3 and 4 will be billed on a Time and Materials basis in accordance with our current fee schedule (we have provided an estimate of the time under Tasks 3 and 4 but this could change based on the level of IHGID involvement (especially for construction assistance). If this proposal is acceptable to the IHGID Board, please authorize us to proceed on the above tasks under our existing contract. Any additional services requested but not covered by this Scope of Work can be provided by an amendment to this proposal.

Lumos and Associates, Inc. will send monthly progress billings on this project. The amount of these billings will be based upon the percentage of work completed. The terms are 'Due Upon Receipt' and accounts are past due after 30 days. Accounts over 30 days old will be subject to interest at the rate of 1 ½% per month and such collection action as may be necessary to collect the account. In addition, a "Stop Work Order" may be issued on past due accounts. In this case, no further work will be performed until the account is brought current.

Thank you again for allowing Lumos and Associates to provide you with this proposal. Please do not hesitate to call me at (775) 883-7077 if you have questions.

Sincerely,



Tim Russell, P.E., W.R.S.
Engineering Director – District Engineer



Collin Sturge, P.E.
Senior Engineer

CC: Cami L. Jackson, P.E. – Project Manager



Dog Park

NEW FOUNTAIN
(WITH WATER
SERVICE)
1/16" = 1'-0"
April 2020

LUMOS
& ASSOCIATES

Approx.
7,700 sf
0.18 Acre

NEW 4 ft. ht.
FENCE ~ 370 lf

EXISTING
TREES

NEW TREE

NEW BENCH
& SHADE
STRUCTURE

NEW BENCH

EXISTING
BASKETBALL
COURT

20 ft.
CLEAR

Parkview
Drive

TREE (E)

NEW TREE

DOUBLE GATE
ENTRY

DOG STATION (E)
TRASH (E)

Mica Drive

AGENDA ITEM 6.

Discussion only on the Buy-A-Brick program, status update and reintroduction for new board members. (Trustee, Robert Garcia)

Commemorative Brick Program Donate to Dog Park Entryway



South Sunridge Dog Park
Indian Hills General Improvement District



Project Summary

Honor Pet or Loved One with A Lasting Legacy

- Personalize Engraved Brick with Name or Clip Art

Pledge Target of 50 Bricks (Min for Price Break)

- Anonymous Pledge Assists in Reaching Minimum

Limited Spaces to Meet Base Plan Target

- 36 public and 12 corporate spaces available

Base Plan is a 4' x 8' Hardscape Entry to Dog Park

- Can Be Expanded To Meet Additional Demand

Defrayed Costs Can Seed Future Projects



Fundraising Summary

Manufacturer Suggested Donation

- \$100 / \$250 - Citizen vs. Corporate

Donation To Dog Park Project at Cost Plus

- \$29.99 / \$99.99 - Citizen vs. Corporate
- Cost defrayed By Coordination with RTC project

Corporate Participation Boosts Reserve Fund

- Reserves For Maintenance and Future Project(s)

Pledge/Donation By Check vs. Cash

- Payable to Indian Hills G.I.D
- S. Sunridge Dog Park Hardscape Donation

9



Pattern Sample (4'x8') 36 Pubic+12 Corp

Corp1 \$99	Corp2 \$99	Corp3 \$99	Corp4 \$99	Corp5 \$99	Corp6 \$99	Corp7 \$99	Corp8 \$99	Corp9 \$99	Corp10 \$99	Corp11 \$99	Corp12 \$99
	K.Clark		Citizen4		Citizen10		Citizen16		Citizen22		Citizen28
Bill		Dale\$200		Citizen5		Citizen11		Citizen17		Citizen23	
	\$500		Citizen6		Citizen12		Citizen18		Citizen24		Citizen29
Terri		Citizen1		Citizen7		Citizen13		Citizen19		Citizen25	
	Citizen2		Citizen8		Citizen14		Citizen20		Citizen26		Citizen30
Chris J.		Citizen3		Citizen9		Citizen15		Citizen21		Citizen27	

Project Timetable

IHGID approved fundraising of bricks ASAP. Stage for RCT project. Board aware of plan to coordinate with Dog Park.

The project timeline depends on completion of the Dog Park Design, Bid Process and Project Plan. The sooner brick space allocations are filled the sooner we can submit to District Engineer to incorporate to final design.

	Description	Start Date to Completion Date
Phase 1	Fundraising	ASAP to T -60days groundbreaking
Phase 2	Order and Delivery	T -60 Days to groundbreaking
Phase 3	Install & Maintenance	Subject to Dog Park Project Plan



AGENDA ITEM 7.

Discission only to review existing loans, interest paid/debt service and opportunities for acceleration of debt. (Trustee, Robert Garcia)

AGENDA ITEM 8.

Discussion only to review existing investments, earnings, and opportunities to improve return on investments. (Trustee, Robert Garcia)

**INDIAN HILLS GID
CASH RESERVES BY FISCAL YEAR
FROM 2011-2023**

DATE	WATER		WASTEWATER		ADMIN DEPR RESERVES
	RATE RESERVES	DEPR RESERVES	RATE RESERVES	DEPR RESERVES	
6/30/2011	0.00	27,500.00	0.00	27,500.00	0.00
6/30/2012	0.00	40,700.00	0.00	37,310.00	18,900.00
6/30/2013	0.00	55,196.00	0.00	46,814.00	37,488.00
6/30/2014	0.00	75,500.00	0.00	59,954.00	64,992.00
6/30/2015	38,637.00	48,174.00	27,364.00	74,546.00	93,696.00
6/30/2016	132,336.00	70,170.00	99,152.00	69,691.00	123,588.00
6/30/2017	267,694.00	73,628.00	221,563.00	85,687.00	142,350.00
6/30/2018	483,052.00	94,628.00	386,987.00	103,687.00	173,450.00
6/30/2019	746,866.00	112,020.00	585,105.00	123,687.00	195,650.00
6/30/2020	623,484.00	133,821.00	799,245.00	143,937.00	219,550.00
6/30/2021	921,247.00	164,820.00	1,023,070.00	165,437.00	253,250.00
6/30/2022	1,116,468.00	106,370.00	1,188,439.00	187,337.00	233,335.00
AS OF 1/31/23	1,136,775.00	122,255.00	1,302,631.00	196,922.00	257,093.00

Reserve amounts will sometimes decrease as we use them for approved expenditures

AGENDA ITEM 9.

Discussion and possible action regarding traffic calming devices to control speeding in Indian Hills GID. (Vice Chairman, Bob Stulac)

This agenda item originated from my campaigning for the IHGID Board Trustee. (I went around door to door). The overwhelming concern from the district residents was speeding. Residents pleaded with me to get speed bumps installed or some equivalent device to help slow people down when driving.

I have done some extensive research on this topic to include:

1. Reviewing past board meeting minutes and found speeding complaints from residents in 2015, 2016, 2017 and I was told the board discussed it again in 2020/2021.
2. I have included attachment – 1, Traffic calming report – Canada, attachment 2 – Bid for asphalt speed hump – Nevada Paving and attachment 3 – plastic speed hump cost.
3. I spoke to Jon Erb (Douglas County Transportation Engineer) and Tim Russell (Board Engineer) at length on this issue. I feel a speed study is the first step we need to take to assess the problem and confirm that excessive speeding is an issue. Tim Russell said Chris Johnson can ask Douglas County to use their “counters” and put them on problematic roads (i.e. Mica Dr., S. Vista Grande, Smoketree, and N. Sunridge Dr.). None of these streets are listed as failing or poor condition on the IHGID pavement management condition survey. This is important so if we do install speed humps, etc., we don’t do it on a street that will be repaired soon. Note: No cost to use the counters! If counters are not available, Tim R. can arrange study (cost?) If the speed study demonstrates excessive speeding is occurring, then we should consider installing traffic calming devices (e.g., speed humps).

Research notes:

1. S. Sunridge Dr./ N. Sunridge Dr. is NOT a designated alternate route per Jon Erb, therefore, the district could put speed bumps, etc., on Sunridge Drive.
2. Per Jon Erb, GID’s can put speed bumps in without Douglas County approval or the need to do a traffic study. Traffic studies are required when proposing a “Stop Sign.”
3. Per Tim Russell, putting in a stop sign as a speed control measure is very costly – to do the traffic study \$5,000 – \$15,000!
4. We have \$2,600 in the budget for signage id we install speed humps – signs would be required.

Attachment - 1

Traffic Calming Speed Humps and Speed Cushions

Catherine Berthod, Engineer and Urban Planner
Ministère des Transports du Québec

Presentation prepared for the session on
How To Encourage the Safe Coexistence of Different Modes of Transportation

2011 Annual Conference of the
Transportation Association of Canada
in Edmonton, Alberta

Summary

Speed management is an essential tool in ensuring the improved safety of users of urban roads, particularly vulnerable users. It relies on several measures: awareness campaigns, speed control, as well as the development and operation of the road infrastructure.

Municipalities are increasingly resorting to the development of traffic calming measures. They are facing numerous questions concerning the installation and effectiveness of traffic calming measures but are unable to easily find answers in French-language documentation.

To respond to this need, the ministère des Transports du Québec has begun publishing a series of fact sheets on a variety of traffic calming measures including: speed humps and speed cushions, raised crosswalks and intersections, neckdowns (curb extensions at intersections), the reduction of the width of streets, centre islands and chicanes. A general fact sheet introduces all of the measures and notably outlines the procedure for pre-implementation analysis.

Each fact sheet dedicated to an individual measure outlines the implementation context, advantages and disadvantages, geometric characteristics, effectiveness at reducing speed, and maintenance requirements, including winter maintenance.

The presentation will introduce the first two published fact sheets: the general fact sheet and the fact sheet on speed humps and speed cushions. The fact sheets as well as examples of measures implemented in municipalities are available on the ministère des Transports website at www.mtq.gouv.qc.ca under Partenaires – Municipalités – Sécurité routière.

Speed control is a key factor in road safety. It is for this reason that the ministère hopes to support municipal initiatives related to the use of traffic calming measures. By publishing these fact sheets, stakeholders will have easy access to pertinent information as well as concrete examples to help them design the solution best suited to each situation. The fact sheet on neckdowns (curb extensions at intersections) will be available shortly.

Traffic Calming

Speed Humps and Speed Cushions

1. Traffic calming

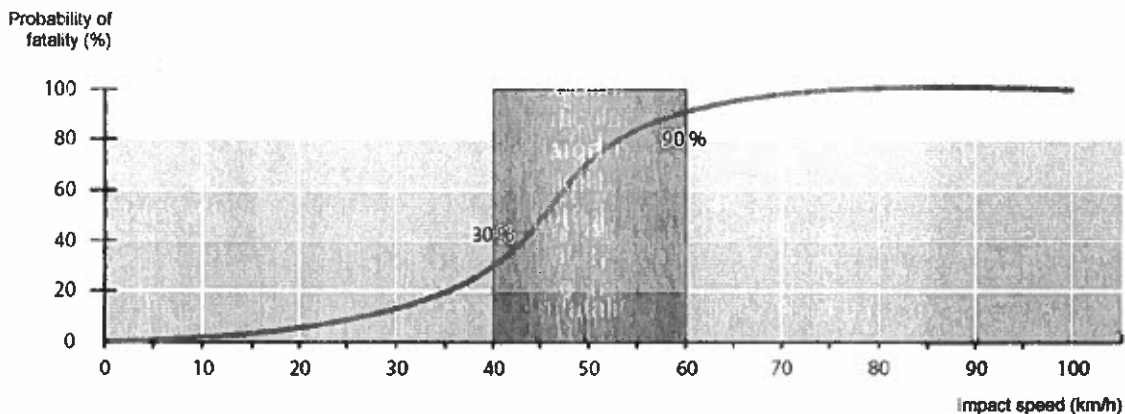
The definition used by the Transportation Association of Canada (see reference 2) is based on the Institute of Transportation Engineers' work with traffic calming: Traffic calming is the combination of mainly physical measures that reduce the negative effects of motor vehicle use, alter driver behaviour and improve conditions for non-motorized street users.

Traffic calming measures aim primarily to reduce the speed of drivers in urban areas, but can also be used to meet traffic reduction objectives. Benefits are apparent on multiple levels: speed control not only contributes to increased road safety, but also to better coexistence for all users, a better quality of life for residents and more user-friendly neighbourhoods, which in turn promotes active transportation.

1.1 The issue of speed in urban areas

Speed is one of the primary factors behind accidents. Higher driving speeds increase the risk and severity of accidents. This risk is particularly high for vulnerable users, including pedestrians and cyclists, who are present in large numbers in urban areas. When the impact speed in a collision is 30 km/h, a pedestrian's likelihood of being fatally injured is approximately 10%; at 50 km/h, it jumps to over 75% (see Figure 1).

Figure 1. Likelihood of pedestrian fatality, according to impact speed



Source: ASHTON, S.J., Pedestrian Injuries: The Influence of Vehicle Design in H.C. Foot et al (ed.), Road Safety Research and Practice, Praeger, 1981.

It is therefore important to properly manage speed, which calls for a variety of actions. The first, of a legal nature, consists in setting an appropriate speed limit. The Highway Safety Code prescribes a speed limit of 50 km/h in urban areas, with the option for municipalities to set a different limit on their road network.

Speed is limited to 50 km/h on the vast majority of urban streets. However, with increasing attention drawn to concerns about road safety, the environment and active transportation, a trend is developing across Québec and in other countries to set reduced limits (40 km/h or 30 km/h) on residential local streets and in school zones.

In order for speed limits to be respected, limits must be consistent with the environment as well as the characteristics of the road and the sides of the road. When rectilinear urban grids or wide street designs encourage speeding, complementary measures are often necessary. Municipalities are resorting to enforcement, awareness campaigns or the implementation of traffic calming measures. They are also looking to control speed when designing new streets, for example, by reducing the width of streets or by introducing smaller curb radii at intersections.

1.2 Traffic calming in Québec

According to a survey conducted in June 2009 with over 250 municipalities in collaboration with the Union of Quebec Municipalities, approximately 50 of them have implemented traffic calming measures. A complementary survey to which approximately 30 municipalities replied in fall 2009 further documented the types of measures most often implemented. These measures are used alone or in combination with others.

Traffic calming measures most commonly used in Québec	
Speed humps	✓
Raised and/or textured crosswalks	
Raised intersections	
Reduction of the width of a street	
Curb extensions at and between intersections (neckdowns and chokers)	
Center islands	
Chicanes	
Roundabouts ¹	
Landscaping	

In addition to an analysis of the most recent documentation, the results of this survey have allowed to update the information available to Québec municipalities and to adapt it to meet their needs and concerns. A series of fact sheets are currently being developed to disseminate the information. A general fact sheet presents the main results from the survey on traffic calming in Québec and suggests a procedure for implementing measures. It will be accompanied by fact sheets describing each type of measure.

¹ Roundabouts have been discussed in a previous guide (MTQ, 2002)

The following information is included in each fact sheet describing traffic calming measures:

- The implementation context for the measure
- Advantages and disadvantages
- Geometry
- Signage
- Effectiveness at reducing speed and road safety
- Costs
- References

1.3 Implementation context for traffic calming measures

According to the survey, most traffic calming measures (63%) have been installed in the past 5 years, but nearly 20% have been in place for over 10 years. More than half of all measures are implemented on collector roads, serving through traffic as well as residential property access, and one third are on local roads, where the primary function is property access. The presence of traffic calming measures on arterial roads destined mainly for through traffic is less common. It is possible to treat all categories of roads (arterial roads, collector roads or local roads) to control speed, but the choice and geometry of measures varies depending on the category.

The types of roads most often treated are residential roads (39%) or mixed-use residential and commercial roads (35%), and school zones (16%). Municipalities will often test the first traffic calming measures in school zones. The speed limit on treated roads is 50 km/h in 76% of cases and 30 km/h in 16% of cases. In general, residents living on streets where traffic calming measures have been implemented are satisfied (88%); although that percentage falls to 62% for through-traffic users.

1.4 Winter conditions

The speed issue is a bit different in the winter. We generally presume that drivers are more careful and that driving speeds decrease in the winter, particularly when roads are snow covered, which is relatively often in the case of residential local streets. In fact, complaints regarding excessive speeding in residential streets are less numerous in winter.

One of the primary concerns for municipalities regarding traffic calming measures has to do with winter conditions, removing snow from traffic calming measures and the risks of deterioration associated with maintenance operations. The survey reported that several municipalities installed temporary traffic calming measures that can be removed in the winter.

In 92% of cases where the measure is permanent, it remains as effective at slowing speeds in the winter as in the summer. In 79% of cases, there was no deterioration resulting from winter conditions or snow removal. In 71% of cases, snow removal did not pose any problems.

In general, winter conditions do not present constraints for the installation of traffic calming measures. Distinctions are made, however, in the fact sheets outlining each type of measure. One example is that the design must account for winter-related constraints: less restrictive measures may facilitate snow removal operations.

Whether completed in-house or entrusted to a third party, snow removal methods often require adjustments, including using smaller or modified equipment and specific snow removal procedures, and organizing work (for example, assigning the same operators to a given itinerary so they become familiar with the distinctive features of the measures implemented). Snow removal operations may take longer and thus increase maintenance costs.

1.5 Implementation procedure

A structured analysis procedure enables a municipality to determine, as objectively as possible, whether it is appropriate to install traffic calming measures on a given street or in a given neighbourhood, and what types of measures should be used to achieve the desired objectives in terms of speed reduction and increased safety. Several municipalities have adopted policies or guidelines to formalize and harmonize their actions. In other cases, a complaint management system, including a decision-making process, has been implemented. The various stages of a structured procedure can be summarized as follows:

Initiation

Most often, the process begins with a request from residents concerning a school zone, a residential street or a neighbourhood. A variety of concerns may be raised: excessive speed, excess traffic, unsafe conditions for pedestrians and cyclists, noise pollution, impairment to quality of life, etc. Considering the complexity of concerns as well as objective and subjective facets, a thorough analysis is often required. In some communities, a minimum number of petitioners must express concern before the process can begin.

Technical analysis

* The goal is to assess the problem and confirm that excessive speed is the issue. Traffic and speed studies should be conducted. The analysis should also look at accidents as well as the geometric characteristics of the road and its function (type of users, transit artery, bus route, residential local road, commercial street, etc.). A public consultation is the last step in the analysis and allows residents to express their thoughts and concerns.

Even if the original request concerned only a portion of a road, it is preferable to assess the problem at a neighbourhood-wide scale in order to account for all impacts and eventually plan for the entire neighbourhood. One can assume that implementing traffic calming measures throughout a neighbourhood will more easily modify drivers' behaviour and reduce speed in the long term.

Analysis of possible scenarios

If the technical analysis concludes that the issue really is speed related, now is the time to select the traffic calming measure(s) best suited for the affected area. It is at this stage that the advantages and disadvantages of the various types of measures are studied, as well as costs. It is important, for example, not to penalize through traffic or buses on arterial or collector roads, and to evaluate the risk of diverting traffic to neighbouring roads.

Public consultation

A public consultation is necessary to define the best adapted and most accepted solution for everyone. The various municipal or regional services must be involved, particularly emergency

services, police forces, maintenance services and public transit corporations. Those responsible for winter maintenance may be able to highlight eventual snow removal difficulties and suggest changes at the design phase.

Residents and affected users must also be included in the process; their cooperation is a key factor in the success of traffic calming measures. Some municipalities also seek pre-approval from affected residents before installing traffic calming measures.

Choice of actions and implementation

When traffic calming measures require a substantial budget, the municipality must establish a schedule for work that spans multiple years, according to the priority of actions. The municipality may take advantage of other infrastructure work already scheduled for a street and install traffic calming measures at the same time.

Prior to permanently implementing a traffic calming measure, it may be useful to introduce a temporary measure using street furniture or signage, as changes can easily be made to the design if necessary. Lastly, the municipality must be sure to install the necessary signage that is required for certain traffic calming measures. Markers or vertical signage is generally useful for snow removal operators.

Follow-up

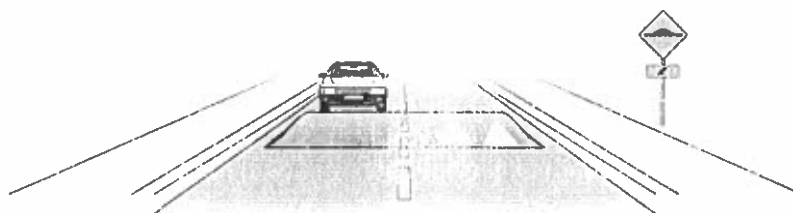
Follow-up allows municipalities to evaluate the impacts of traffic calming measures in terms of safety, traffic, maintenance, as well as acceptance by users and residents, and in turn, improve its implementation procedure for future projects.

* 2 Speed humps and speed cushions

2.1 Description

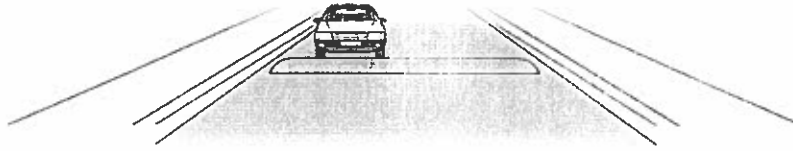
A speed hump is a raised portion of a road that creates a vertical motion for vehicles and discomfort that leads the driver to slow down. Its length is greater than the wheelbase² of vehicles and the slope is gradual. These characteristics distinguish it from the speed bump which is more aggressive and not recommended for public roads. The centre portion of a speed hump can be rounded or flat.

Figure 2. Speed hump – preferred



² The distance between the front and rear wheels.

Figure 3. Speed bump – avoid using on public roads



* Speed humps are one of the most effective and most widely used traffic calming measures in Québec. Many have also been implemented in North America and in Europe in the last decades. They have been in place long enough to establish a fairly precise definition of the conditions in which these measures can reduce speed while minimizing potential disadvantages. Distinctive features specific to Québec were also identified in a survey conducted with approximately 50 municipalities in fall 2009 as well as several follow-up consultations.

Speed cushions have been used in Europe for quite some time and have more recently been implemented in North America. A speed cushion is a raised area on a road, similar to a speed hump, but which does not cover the entire width of the road. Speed cushions are usually configured two or three across depending on the width of the road. The width of each cushion is designed intentionally so that the wider axle of emergency vehicles can pass unaffected but that smaller passenger vehicles must ride over the raised area. This configuration addresses one of the main concerns with speed humps: the fact that emergency vehicles are also forced to slow down.

Permanent speed humps and speed cushions are generally made of asphalt. Rubber models are temporary and can be removed for the winter.

2.2 Implementation context

Because of their restrictive nature, it is preferable to consider traffic calming measures that modify visual fields and road width prior to investigating speed humps and speed cushions. For new or redesigned roads, proper design can sufficiently control speed.

Speed humps and speed cushions are recommended in the following locations:

- Urban areas, i.e, streets with closed drainage (storm sewer) and curbs. Some municipalities install speed humps on roads with open drainage and no curbs, but it is necessary to prevent drivers to avoid them and drive on the shoulder, by example by installing bollards.
- Streets with little through traffic that are not regular public transit, emergency vehicle or trucking routes. These are mainly local roads and occasionally collector roads with two lanes of traffic.
- Residential streets, school zones and playground zones.
- Sectors where the speed limit is 50 km/h or less.
- Sectors where low speeds are desired (around 30 km/h).

Speed humps and speed cushions should be avoided in the following locations:

- On arterial roads, roads with through traffic, roads frequently traveled by public transit, trucks or emergency vehicles, and roads with four or more lanes of traffic.
- Sectors where the 85th percentile speed³ is above 70 km/h.
- On approaches to intersections.
- In curves or approaches to curves, on roads with a particularly pronounced slope (slopes greater than 8%) or locations where traffic calming measures would not be sufficiently visible or could surprise drivers. The minimum stopping sight distance must be maintained.⁴
- Before a driveway.

When the aim is to reduce speed on relatively long roads, speed humps or speed cushions may be used in succession. This configuration prohibits drivers from regaining too much speed after passing one measure.

2.3 Advantages of speed humps and speed cushions

Speed humps and speed cushions present the following advantages:

- Proven, lasting effectiveness at reducing speed (see the Effectiveness section).
- Speed cushions do not present any notable disadvantages for emergency vehicles.
- At an intersection, a speed hump can serve as a raised crosswalk. When it extends across an entire intersection, it acts as a raised intersection.
- Some models are removable and so able to control speeds when the problem is more important, i.e. when it is not wintertime.
- Good effectiveness at moderate cost compared to other traffic calming measures (see the Costs section).

2.4 Disadvantages of speed humps and speed cushions

Certain disadvantages are linked to the presence of speed humps and speed cushions, but may be avoided if the traffic calming measures are properly implemented.

- Speed humps and speed cushions have little effect on speed for two-wheel motorized vehicles that, like cyclists, can pass in the flat area on the edge of the curb. In the case of speed cushions, there is a risk that cyclists alter their trajectory to pass between the cushions in the middle of the road.
- Increased noise as a result of vehicles decelerating and accelerating. This disadvantage can be minimized if speed is controlled on the entire road or throughout the neighbourhood.
- Depending on the type of soil, there is a risk that vibrations from passing heavy vehicles can be felt in residences. On local roads where there is very little heavy vehicle traffic, this is a minor disadvantage.
- There is a risk of diverting traffic to neighbouring roads; however, studies aimed at quantifying the impacts on traffic congestion are not conclusive (see reference 10). It is recommended that implementation be planned for the entire neighbourhood.

³ Speed below which 85% of drivers travel.

⁴ When travelling at a given speed, the distance required to bring the vehicle to a complete stop should the driver notice something on the road. See Ministère des Transports, Ouvrages routiers, Normes de conception routière, Volume I, Chapitre 7.

- Speed humps negatively affect emergency vehicles (increasing response times by up to ten seconds per speed hump). This disadvantage can be eliminated by installing speed cushions in place of speed humps, or minimized by using speed humps on residential local roads that are not preferred routes for emergency vehicles.

2.5 Geometry

The primary geometric characteristics of speed humps and speed cushions are the height, the length, and the shape of the slope. Speed cushions are also characterized by their width. When used in succession, the spacing between measures also influences their effectiveness at controlling speed.

In Québec, the most commonly used height is approximately 80 mm. The most recent technical guidelines recommend this height as it offers the best compromise between effectiveness at reducing speed and acceptance by users.

Length (measured in the direction of travel) can vary. Inside and outside Québec, there are two main types of measures: some of 3.5 m to 4 m long, which are mainly used on local roads, and others of approximately 7 m long, which have a flat centre of approximately 3 m and are better adapted to collector roads. Based on the experience of several Québec municipalities, both types provide good results.

As for the slope of the measure, a sinusoidal shape is preferred over a circular or parabolic shape because it provides a more gentle transition and is easier for winter maintenance operators and cyclists to negotiate.⁵

Figure 4. Typical geometry of a speed hump without a flat centre

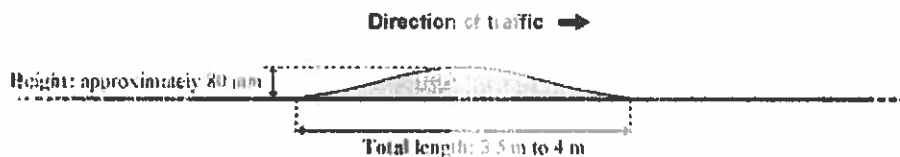
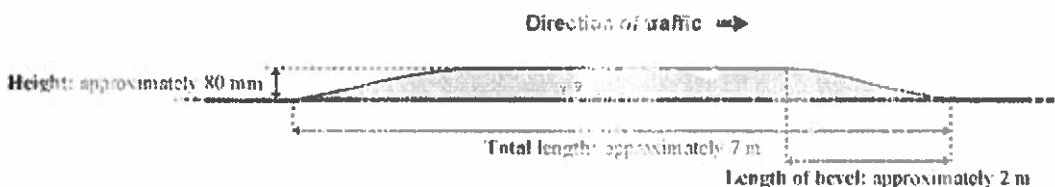


Figure 5. Typical geometry of a speed hump with a flat centre



The optimal width for speed cushions is approximately 1.8 m, which is narrow enough to allow emergency vehicles to pass unaffected but wide enough to maintain the desired slowing effect for passenger vehicles. The space between the cushions and the curb should be approximately

⁵ For more information about the shape, see references 2 and 10.

0.6 m, which is narrow enough so that drivers cannot avoid the cushions but wide enough for the tires of emergency vehicles to pass. If only two cushions are installed, one in each direction, the distance between them must be at least 1 m so that heavy vehicles do not pass too close to one another.

Figure 6. Two-cushion configuration – Narrow road

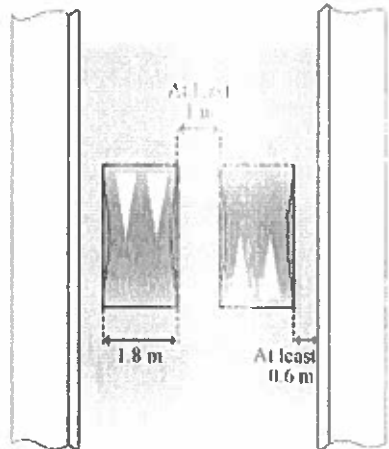
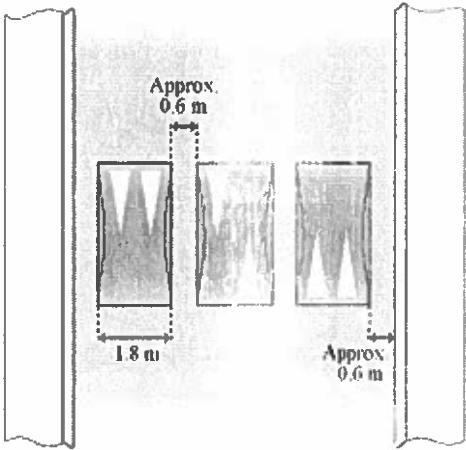


Figure 7. Three-cushion configuration – Wider road



When speed humps or speed cushions are installed in succession, the spacing that technical guidelines recommend, and which several Québec municipalities have followed, is between 80 m and 150 m, depending on the desired maximum speed on the stretch between each traffic

calming measure. One speed hump is sufficient on a road measuring less than 150 m between intersections.

Experience has also proven that several elements must be factored in when designing and constructing speed humps and speed cushions:

- The sides of traffic calming measures must also be sloped. It is recommended to leave approximately 0.6 m of space at the street curb to make it easier for cyclists to pass and to ensure good road drainage.
- Lighting is important; speed humps and speed cushions must always be clearly visible.
- When traffic calming measures are built of asphalt, geometric specifications are difficult to accurately achieve in the field, especially the sinusoidal shape. Particular attention must be paid to construction, and it is recommended that a template be used. The process to build asphalt speed cushions is almost entirely manual and is more delicate than building asphalt speed humps.
- Removable speed humps must be carefully affixed to the road to prevent them from being ripped off.

Prior to constructing permanent speed humps and speed cushions of asphalt, rubber models may be used temporarily to gauge effectiveness and the reaction of users and residents.

2.6 Signage

Speed humps and speed cushions must be visible to drivers at all times. In this context, signage standards have recently been adopted for speed humps.⁶ The primary elements are:

- Markings on speed humps. These markings are mandatory.
- A D-361 sign, accompanied by a D-240-P-10 tab sign, installed at the location of the speed hump, aligned with the centre of the highest part of the speed hump.
- A D-361 sign, accompanied by a D-245-P-2 tab sign, installed upstream of the speed hump at the distance indicated in the Standard.
- If there are several speed humps in close proximity along the same roadway, the D-361 sign, installed upstream of the speed humps, must be accompanied by the D-250-P-2 distance tab sign.

Markings make speed humps more noticeable, especially when there are cars parked along the side of the road. Because of winter maintenance operations, it may be necessary to replace the markings annually. Vertical signage is important to ensure the traffic calming measure is visible in the winter.

⁶ Ministère des Transports du Québec, Ouvrages routiers, Collection Normes, Volume V, Traffic Control Devices, Chapter 3. Section 3.44.2 and standardized drawing 028: Chapter 6, Section 6.11.13 and Appendix H.

Figure 8. Signage Standard – Markings

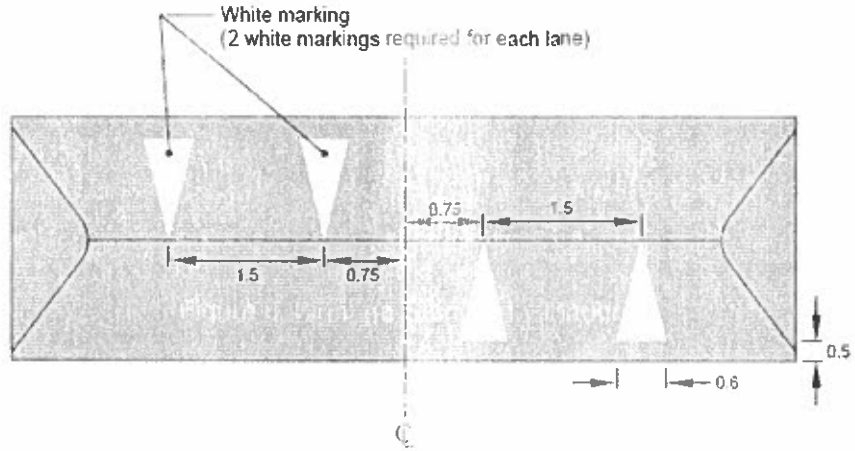
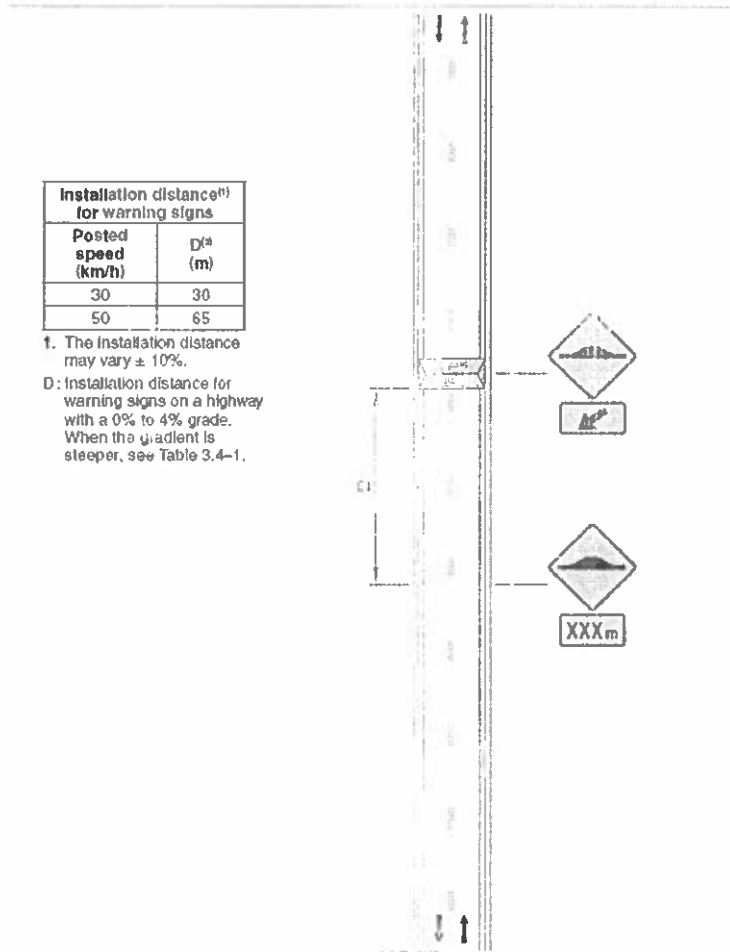


Figure 9. Signage Standard – D-361 Sign



2.7 Effectiveness

* Speed humps and speed cushions have long been recognized as very effective and durable measures for reducing driving speeds. They also have a positive impact on road safety.

Reduced driving speeds

The speed at which vehicles travel over a speed hump depends on the length and height of the hump. The presence of a flat centre section permits vehicles to cross at a higher speed. According to data collected in Québec and the studies consulted, for 80 mm high speed humps without a flat centre section (approximate length: 4 m), the 85th percentile speed is between 30 and 35 km/h, and with a flat centre section (approximate length: 7 m) that speed may reach 50 km/h.

Along a road where multiple speed humps have been installed in succession, the results depend on the spacing and the speed that can be regained between humps. This speed varies between 40 and 50 km/h when speed humps are spaced between 80 m and 150 m apart.

Experience in the United States has shown that speed cushions exhibit similar effectiveness in terms of controlling speed as speed humps of equal height and length.

The presence of speed humps and speed cushions, however, has little effect on controlling the speed of two-wheel motorized vehicles, which can pass between speed cushions or between a speed hump and the curb. The presence of speed cushions also has no effect on the speed of emergency vehicles, therefore not increasing response times.

Improved road safety

Speed control has a positive impact on road safety. According to studies published in the United States, the implementation of speed humps on local roads in urban areas decreased the number of injury accidents by an estimated 40%. However, with a standard error of 20%, the precision of this estimation is rather low (see reference 1).

2.8 Maintenance in winter conditions

* A consultation with municipalities that had speed humps installed for many years reported that winter conditions and winter maintenance generally do not cause major problems for the majority of municipalities studied: speed humps maintain their ability to control speed, exhibit little deterioration and cause few problems for snow removal operations. This has also been reported by a variety of Canadian provinces and U.S. states. Certain precautions must be taken, however.

The design of the speed hump plays a significant role. A progressive slope with a sinusoidal shape is easier for snow removal vehicles to negotiate. Operators must adapt their methods, properly positioning the blade of their equipment and taking the time to remove snow from the areas on and around the speed hump where it tends to accumulate. The blade must be raised slightly in order to avoid damaging speed humps, but care must also be taken to remove all of

the snow and ice that has built up. Removing snow from speed humps therefore requires adjusted methods and possibly additional time.

Snow removal for speed cushions is more difficult because of the space between the cushions and the possibility that snow can accumulate.

2.9 Costs

According to the Québec municipalities surveyed in 2009, the average cost of a speed hump was less than \$5,000. The cost varies depending on the dimensions of the measure, the type of material (asphalt or rubber) and the installation procedure.

3 Conclusion

In urban areas, traffic calming measures are used to improve the safety of road users, particularly vulnerable users, and to make neighbourhoods more user-friendly. With a variety of traffic calming measures available to use individually or in combination, and a structured implementation procedure, it is possible to design the solution best adapted to each situation.

In order to provide municipalities with up-to-date information adapted to their needs and concerns, the ministère des Transports du Québec has begun publishing a series of fact sheets on speed control. The first fact sheet published presented the primary traffic calming measures as well as an analysis procedure for the implementation of such measures. The second fact sheet specifically addresses speed humps and speed cushions, and outlines their characteristics as well as important factors to consider.

Both fact sheets are available on the ministère's website (www.mtq.gouv.qc.ca) under Partenaires – Municipalités – Sécurité routière. The next fact sheet to be published will present neckdowns (curb extensions at intersections). Examples of implementation procedures for traffic calming measures and speed control measures will also be outlined in order to share expert information on the matter.

Attachment - 2

(Bid From Nevada Paving)



NEVADA PAVING

4430 Bennie Lane
Reno, NV 89512

Phone: (775) 972-7283
Fax: (775) 358-7362

Nevada Lic. 0082590

\$1,500,000 Bid Limit

Contract Proposal

Submitted to:

February 7, 2023

ATTN: Bob Stulac
108 Mica Dr.
Carson City, NV 89705
Phone: (775) 450-7156
Cell:
Fax:
Email: bstulac@charter.net

Nevada Paving hereby proposes to furnish all material, labor and equipment for the completion of:

Job Location:

Indian Hills GID - South Carson City

Description of work

Speed Bump: Install one asphalt speed bump. 30 Feet long, 10 feet wide and 3 inches high.

* Asphalt will be measured in feet and inches only.

Total: 1 Speed Bump

Cost: \$3,500.00

All work is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a workmanlike manner for the sum of:

Speed Bump:	\$3,500.00
Total:	\$3,500.00

Full Payment is due upon completion of work.

Contract Exclusions: (As we are not equipped or licensed for) All testing and Engineering, Permits & Fees, Utility Adjustments other than the above listed. Any underground not buried to code during excavation. Repair or replacement of sprinkler heads and associated water lines etc., or any other work or materials not specifically covered on the above proposal.

*Contractor will not be responsible for ponding water or poor drainage in areas where the grade is less than 2%.

*We can not guarantee the subgrade condition, ie: clay content etc. Subgrade work would be an additional charge.

*If unsuitable materials are encountered (paving fabric, contaminated material, etc.) and deemed by Contractor or Supplier unacceptable to be delivered to the original desired location, the material will be taken to a dump site at an additional charge of \$350/per truckload plus dump fees.*Due to the volatile state of the oil market, we cannot guarantee that we will be able to get asphalt for the price quoted on this proposal. The sooner a commitment is made, and the proposal is signed, then we can get a current price and lock that number into the proposal.

*Job owner is responsible to ensure all vehicles are removed (towing if required) from the affected areas no later than 7:00 am.

This proposal is valid for a period not to exceed 30 days from date of distribution, unless earlier revoked by written notice prior to acceptance, at which time this proposal shall terminate automatically. No contractual rights arise until this proposal is accepted in writing.

Any alteration or deviation from specifications outlined above involving extra costs will be executed upon written work orders, and will result in an additional charge over and above this estimate.

All agreements contingent upon strikes, accidents or weather delay beyond our control. Owner to carry fire, tornado and other necessary insurance upon above work. Nevada State Workmen's Compensation and Public Liability Insurance on above work to be taken out by NEVADA PAVING.

Thank you for the opportunity to provide you with this proposal.

Acceptance of Proposal

Nevada Paving: _____

Date: _____

Authorized Rep: _____

Date: _____

Attachment - 3

(Plastic Speed Hump Cost)

AGENDA ITEM 10.

**Discussion only regarding Resolution 2009R-02,
Board norms and procedures.**

**(General Manager, Chris Johnson/ District
Counsel, Chuck Zumpft)**



INDIAN HILLS GENERAL IMPROVEMENT DISTRICT

3394 JAMES LEE PARK RD. #A
CARSON CITY, NEVADA 89705
TEL: (775) 267-2805 FAX: (775) 267-3510

Resolution 2009R-02

A Resolution of the Board of Trustees to adopt board norms and procedures for meetings, related functions and activities.

WHEREAS, it is the intent and desire of the Indian Hills General Improvement District Board of Trustees to conduct its business in an orderly and fair manner; and

WHEREAS, there are certain basic rights of due process and opportunity to address issues with equity, fairness and equal protection of the law; and

WHEREAS, certain parliamentary procedures have been found to be useful in order to assure that the communication and process of government are fair, reasonable, and just; and

WHEREAS, the Board has a duty to proceed with the business of government in an efficient and orderly fashion; and

WHEREAS, the Board desires to establish uniform norms and procedures in order to accomplish these goals.

NOW, THEREFORE, the Indian Hills General Improvement District Board of Trustees does hereby resolve as follows:

SECTION I: Act in the Public Interest

- A. Trustees and staff shall recognize that stewardship of the public interest must be the primary concern.
- B. Trustees will work for the common good of the people of Indian Hills.
- C. Trustees will ensure fair and equal treatment of all persons, claims and transactions coming before the Board.

SECTION II: Advocacy

- A. Trustees shall represent the official policies or positions of the Board when designated as delegates for this purpose.
- B. When representing their individual opinions and positions, Trustees shall explicitly state they do not represent the Indian Hills General Improvement District, nor will they allow the inference that they do.

SECTION III: Role of the Chair

A. Authority of the Chair

1. The Chair, subject to the appeal of the full Board, shall have the authority to streamline the business of the Board by either seeking clarification of motions which appear to be out of order or by ruling any such motions out of order. In so ruling, the Chair shall be courteous and fair and should presume that the moving party is acting in good faith.
2. The Chair's position is as a leader among equals.

B. Chair to Facilitate Board of Trustee Meetings

1. The Chair is the presiding officer at all Board meetings. In the Chair's absence, the Vice- Chair shall be the presiding officer. In the absence of the Chair and Vice-Chair the Secretary/ Treasurer shall preside until the assembly elects a temporary chair.
2. All questions and remarks shall be addressed to the Chair.
3. The Chair shall decide all questions of order; subject, however, to an appeal to the Board.
4. The Chair shall recognize the Trustees, staff and citizens desiring to speak.
5. The Chair will allow other Trustees to speak first on items before the Board and will then state his/her summary.
6. The Chair shall not permit unauthorized remarks from the audience including applause, stamping of feet, whistles, yells or shouting, and/ or similar demonstrations.
7. The Chair shall designate a time limit for public comment. Upon expiration of that time, the Chair shall inform the citizen that his or her time has expired and promptly move on to the next speaker or issue on the agenda. In the event a speaker is given additional time to conclude remarks, the Chair shall specify the amount of additional time given.
8. The Chair may call for a short recess in a Board meeting when deemed necessary. If a speaker becomes abusive, boisterous, or discourteous an immediate declaration may be made by the Chair that the Board is in recess. Upon reconvening the meeting, if the prior speaker attempts to resume, he or she can either be informed that his or her three (3) minute speaking opportunity has expired, or be allowed to complete the balance of the three (3) minute speaking opportunity.

9. The Chair will represent the District and the majority opinion of the Board on all actions/ positions taken by the Board.

SECTION IV: Role of the Board of Trustees

A. Trustees Conduct in General

1. Trustees shall treat everyone with courtesy.
2. Inappropriate behavior is derogatory and damages the perception of the District.
3. While the Board is in session the Trustees and District staff shall preserve strict order and decorum. No Trustee shall delay or interrupt the proceedings of the Board or interrupt any member while speaking.
4. Trustees should give a signal to the Chair (by a raised hand) to indicate they want to speak. The Chair will acknowledge them before they begin speaking.
5. Any Trustee shall have the right to express dissent from, or protest to, or comment upon, any action of the Board and have the option to enter the reason into the minutes, such as, "I would like the minutes to show that I am opposed to this action for the following reasons"
6. Once a vote is taken on an issue, Trustees will support the law made by the Board. If a Trustee wants it to be reconsidered, he/she will inform the Board. When possible, the Trustees should attempt to reach consensus on an issue. When this is not possible, the majority vote shall prevail. However, the Board shall respect the opinion of the minority.
7. Trustees shall publicly share substantive information, which they may have received from sources outside the public decision-making process that is relevant to a matter under consideration by the Board.
8. When a rumor is involved, it is that Trustee's responsibility to not validate the rumor or repeat it to others. Assess the rumor by addressing the person the rumor involves. If a rumor affects the District or its employees, then the issue should be brought to the attention of the General Manager.
9. Allow for everyone's opinion to be heard and respected, even if they do not win the vote or prevail on the issue. Strive for a win-win situation by respecting diverse opinions.
10. Trustees will allow room for dialogue. When discussing an agenda item, Trustees will allow the opportunity to dialogue with each other to build consensus on an item.

11. Any member of the Board of Trustees may move to require the Chair to enforce the rules and an affirmative vote of a majority of Trustees present shall be required to do so.

B. Trustee Conduct with one another

1. Trustees will value each other's time.
2. All Trustees have the opportunity to speak and agree to disagree.
3. Trustees will avoid negative comments that could offend other Trustees during public meetings, in the press, or any other time.
4. Trustees will practice civility and decorum in discussions and debate.
5. Trustees will honor the role of the Chair in maintaining order.
6. Trustees may disagree on issues and be on different sides of an issue, but they will always respect and value each other as individuals.

C. Trustee Conduct with General Manager and Staff

1. Trustees should speak directly with the General Manager regarding District business.
2. The Board, through a majority vote, directs the General Manager to implement Board policy decisions through the administrative functions of the District.
3. Trustees shall respect and adhere to the District's form of government, which is a District operating through a District Manager. The Board is the visionary policy maker and the legislative body of the District. The General Manager is responsible for implementation of Board policies.
4. When possible, Trustees shall seek answers to questions on an item on the agenda from the General Manager prior to the meeting.
5. Trustees have no greater or different access to District staff or employees than any other member of the general public. Trustees may only use District staff's time to address District business. Personal matters may not be discussed with staff during business hours.
6. District employees are not employed to listen to a Trustee's personal problems not involving the District. Staff time is valuable and precious; inquiries of staff should be brief and related strictly to District business.

7. Trustees shall treat staff professionally and be respectful of their time. Trustees who require detailed explanations regarding District business may speak with staff, ask questions, and receive information by appointment only; appointments shall be scheduled through the General Manager. Trustees have no authority to direct staff, nor to rally staff support for the goals of individual Trustees.
8. Trustees shall not publicly criticize an individual employee. Any criticism of staff shall be directed to the General Manager.
9. Trustees shall not involve themselves with administrative functions.
10. Trustees will not get involved in personnel issues except during a closed session where personnel issues may be discussed. This includes labor negotiations, pay and classification issues and all other forms of personnel matters. The single exception is the Board's annual or other performance review of the General Manager, which may include hiring or firing, changing compensation or benefits, disciplining and other forms of personnel matters related to General Manager position.
11. If a Trustee has a concern about a department, District service, staff action, or an employee, he/she should discuss the concern with the General Manager.

D. Trustee Conduct with the Public

1. Trustees will make the public feel welcome.
2. Trustees shall not be partial, prejudiced, or disrespectful toward the public.
3. Trustees shall not make snappy or sarcastic comments to the public.
4. Trustees shall treat members of the public equally and refer to the citizens' surnames.
5. Trustees shall make no promises to the public on behalf of the Board.
6. During meetings, no Trustee shall debate issues with members of the public.
7. Trustees shall listen courteously and attentively to all public comments before the Board and the information presented by staff.
8. Matters raised during public comment shall not be discussed at that meeting. The only exception is for placement of the new topic on a future agenda for discussion.

E. Trustee Conduct with Other Agencies

1. Trustees shall be clear about representing the District or personal interests to members of other agencies.
2. Trustees shall project a positive image of the District when dealing with other agencies
3. Individual Trustees can lobby or discuss with other legislators, government officials or developers, issues that have been adopted by the Board or are Board policy; Trustees may not represent themselves as a District Trustee if the matter involves an individual issue.
4. Trustees shall show tolerance and respect of other agencies' opinions and issues and agree to disagree with them when necessary.

F. Trustee Conduct with Committees

1. The Chair works through the committee chairs.
2. Trustees shall treat all Committee members with appreciation and respect.

G. Trustee Conduct with the Media

1. Trustees shall never go "off the record," discuss inside information pertaining to closed session, personnel, litigation, or acquisition of property items when dealing with the media. Providing background information is acceptable.

H. Obtaining the Floor

1. Trustees wishing to speak must first obtain the floor by being recognized by the Chair. The Chair must recognize any Trustee who seeks the floor when appropriately entitled to do so. Recognition will be given in the order requested.
2. With the concurrence of the Chair, a Trustee holding the floor may address a question to another Trustee and that Trustee may respond while the floor is still held by the Trustee asking the question. A Trustee may opt not to answer a question while another Trustee has the floor.
3. Once recognized by the Chair, a Trustee shall not be interrupted while speaking unless called to order by the Chair or unless another Trustee raises a point of order or personal privilege. If a Trustee, while speaking, is called to order, they shall cease speaking until the question of order is determined and if determined to be in order, may proceed.

SECTION V: Role of District Staff

- A. District staff will provide written analysis and information on all agenda items prior to the meetings, if needed. Additionally, a copy of the materials, including technical reports, will be available to the public.
- B. Staff, if needed, will be available to answer questions of the Trustees prior to and during Board meetings subject to the direction of the General Manager.
- C. Staff will not be required to debate issues with the public or the Board.
- D. During Board meetings, Trustees and staff shall turn off or switch any electronic equipment such as pagers and cellular telephones to a silent mode.
- E. Trustees and staff who participate in meetings with outsiders should be apprised of any follow up correspondence to that party, if needed, particularly if there is some controversy; the General Manager and all Trustees should get copies of all correspondence.
- F. Staff will remain objective on issues. Staff should not be an advocate for issues unless so directed by the General Manager and/or the Board. Rather, they should promote or assist the efforts of the Board.
- G. Staff will inform the Trustees as soon as possible of upcoming issues, particularly issues that will impact the District significantly and may be coming before the Board on short notice.
- H. If only one or two Trustees feel something is controversial or a "hot" issue and it may be coming before the Board, the General Manager will inform the Chair on the issue. It is up to the Chair to inform other members of the Board.
- I. The General Manager will advise management to become more aware of and sensitive to potentially political or controversial issues coming before the Board.
- J. Staff will implement all Board policies as directed by the General Manager; staff will not implement any actions for the District without prior approval of the Board and General Manager.

SECTION VI: Role of the Public

- A. Members of the public attending the Board meetings shall observe the same rules and decorum applicable to the Trustees and staff.
- B. Members of the public wishing to speak during the public participation portion of the Board meeting shall prepare a presentation of not more than three (3) minutes. Each person addressing the Board is given three (3) minutes to speak. Comments should be complete at this time.

- C. All speakers must approach the podium when recognized by the Chair. Speakers shall sign in and state their name for the record. Members of the public shall only speak from the podium. Applause, stamping of feet, whistles, yells or shouting, and/or similar demonstrations is unacceptable public behavior.
- D. Members of the public shall not make any impertinent and slanderous remarks, or become boisterous while addressing the Trustees or while attending the Board meeting in a manner that impedes the Trustees to conduct an orderly meeting.
- E. Members of the public shall turn/ switch any electronic equipment such as pagers and cellular telephones to off or a silent mode while attending a Board meeting.
- F. Members of the public shall not approach individual Trustees while the meeting is in progress.

SECTION VII: Trustee Requests

- A. All Trustee requests dealing with policy issues and those requests which may be construed as direction go through the General Manager, except for general inquiries or questions, in which case Trustees may go to department heads or key staff as provided in Section IV.C. Trustees will not direct employees.
- B. Any request from Trustees requiring financing or budget must go through the General Manager.

SECTION VIII: Presentations and Events

- A. Trustee presentations during a Board meeting are limited to the item or issue being deliberated. To ensure that the appropriate presentation equipment is available, Trustees must provide the General Manager advance notice of the intent to make a presentation.
- B. When there is an accomplishment by one or two Trustees, it is appropriate for them to be at the opening, groundbreaking, ribbon cutting, etc., to accept the recognition and acknowledgment along with the District staff that worked on the project. All Trustees will be informed of the event and given the opportunity to attend. If it is a major event or a District-wide accomplishment, particularly those that are positive and acknowledge the District's efforts, all Trustees will be invited to attend.
- C. During public presentations the Chair will represent the District; however, all Trustees will be consulted prior to the presentation and may be asked to represent the District at various events and meetings.

SECTION IX: IHGID Agenda

- A. Any Trustee or the Chair can put items on the agenda.
- B. Either staff or Trustees can present agenda topics.
- C. Items on the consent calendar shall only be those that are:
 - a. Administrative in nature (follows existing rules, procedures, ordinances, regulations, or Board policy direction)
 - b. Do not require a public hearing
 - c. Are not second readings of ordinances
 - d. Are items already approved in the budget
 - e. Are traditional and/or routine items.
- D. The General Manager will endeavor to identify controversial agenda items and associated issues to try and avoid any “surprise” conflicts. It should be recognized that sometimes this is unavoidable.
- E. Trustees will be given sufficient lead and preparation time for reviewing agendas.

SECTION X: Closed Session Confidentiality

- A. All proper matters discussed during closed sessions shall be private and confidential, and the disclosure by any Trustee or other person of the topics or details of such matters is expressly prohibited.
- B. If a Trustee feels it is necessary, then preliminary notes should be taken which should not be kept as the Board’s permanent records. All closed session information, verbal or written, is confidential and private.

SECTION XI: Compliance and Enforcement

- A. Trustees have the primary responsibility to ensure that ethical standards are understood and met by every Trustee, and that the public can continue to have full confidence in the integrity of government. Trustees shall abide by the terms of Nevada Revised Statutes Section 281 and 281A.
- B. The Chair and the Trustees have the responsibility to intervene when actions of members are in violation of the standard norms and procedures.

SECTION XII: Administration

- A. The Trustees will review and revise the Board norms and procedures as needed or every two (2) years.
- B. During Board discussions, deliberations, and proceedings, the Chair has been designated with the primary responsibility to ensure that the Trustees, staff and members of the public adhere to the Board’s norms and procedures.

Adopted this 7th day of September, 2016 by:

Chairman, Chris Johnson
Board of Trustees

Vice Chairperson, Denise Pierini
Board of Trustees

Secretary/ Treasurer, Brian Patrick
Board of Trustees

Trustee, Bill Eisele
Board of Trustees

Trustee, Ron Lynch
Board of Trustees

AGENDA ITEM 11.

**Discussion only regarding Indian Hills acceptance of ownership and maintenance of new roads.
(Trustee, Robert Garcia)**

AGENDA ITEM 12a.

Reports to the Board:

a. General Manager Report

- 1. Administrative**
- 2. Water**
- 3. Wastewater**

General Manager Report

February 15, 2023

As you may have seen in the Record Courier, the Douglas County Board of Commissioners approved to accept the Right-of-Way easements for the extension of Vista Grande. The extension will not meet Vista Grande at the north end where our section of Vista Grande meets Jacks Valley Road but will connect to Jacks Valley Road east of that intersection, just north of Target. This section of Vista Grande is funded through the remaining money from RDA 1, and they have been waiting for this easement. This will connect Jacks Valley Road to Vista Grande behind Petco / Dollar Store / Michaels / Bed Bath & Beyond. It will provide another route for residents to get to the shopping without having to go to HWY 395. This development is outside of the district, and I do not foresee it having a big traffic impact on the district. The traffic will not be able to continue straight down from the Walmart complex onto our section of Vista Grande. They will have to turn, and I expect that most non-residents will turn to HWY 395 over driving through the district at a reduced speed. Again, this is outside of the district.

The Indian Drive project is advertised, and we will have bid opening around the first week of March. The cost is still estimated to be around the estimated cost last year. This project will impact our reserves, but not drain them. Tim & Collin from Lumos have set up the timeline to begin construction after the new fiscal year. I will be bringing the bid amounts back to the board at the March meeting for approval.

Administrative Report

February 15, 2023

The ACH program continues to be well received. Residents are thankful the district has implemented this option for payments. We currently have 511, 25.29% of residents taking advantage of automatic withdraw. We continue to receive requests and new authorization forms daily.

Due to the recent storms, we did not send out past due bills in January, it would have been nearly impossible to disconnection services as all the water meters were buried in heavy snow.

The district's Gazebo reservations are done for the season. Sierra Lutheran High School's Baseball season is fast approaching.

We had 6 new account sign ups in January. These are homes that have changed ownership.

We have a Field Operations Utility 1 opening. We are currently in the recruitment stage of hiring. We anticipate having this position filled by the end of February or early March.

All staff has completed yearly safety and liability compliance training.

I attended my first day of Leadership Douglas County. I am eager and excited to complete this year long program. Leadership Douglas County is a great opportunity to learn the diverse and dynamic components of Douglas County, develop lines of communication with other community leaders and build natural leadership skills.

Water Quality:

- The Bac-T sample results for January 2023 came back good.
- The Hobo water plant received 9.8 MG of (Minden) water for January.
- North Well and South Well have been shut off for the winter due to low water demand.
- Ridgeview Well pumped 0.1 MG of water for the month of January.
- Hobo well has been shut down for the winter.

Water Plant Rounds:

Every morning all operations of the Water plant are checked. Morning rounds consist of,

- The water level and operation of all water storage tanks are checked and recorded.
- The water pressure at the plant and off-site booster stations is checked and recorded.
- All flow and totalizer meters are checked, and the amount of water used is recorded.
- The booster pumps at the plant are checked for proper voltage and current. They are also checked for excessive temperatures at bearings and checked for any water leaks. All information is recorded.
- Water samples are taken from the plant, and we check the water for proper chlorine residual and calibrate the chlorine analyzer as needed. We also check the water for PH, clarity, and temperature. All information is recorded.
- Trends of the water system are checked through SCADA. Checking these trends for anomalies in the distribution system can give us an early warning of future problems.

Maintenance:

- North Park booster station has been added to the SCADA system. We can now receive alarms from the booster station to know when there is a problem. We can also record all pump runs and pressures to see problems before they start.
- The water department has installed permanent heating systems at Valley Vista booster station and Ridgeview well house. Space heaters were being used before and they were not able to keep up with the zero degree temperatures we have been getting.
- The Water department is continually working with Sierra Control Systems during the SCADA upgrade project to work out bugs and troubleshoot problems in the SCADA system.

1: Treatment plant: Ryan has built a new road drag using railroad ties and tires. Hobo hot springs road is in worst condition I've ever seen due to rain and snow this winter. Hopefully we can improve it with the new drag.

We are hosing down the basin decanters almost daily to keep them from freezing up when in operation.

Dewatering press operation has required more of our time due to cold temps.

Ryan has dragged the roads on a regular basis, especially after any rain.

2: Lift Stations: Sierra Controls upgraded Lift 4 pump control and SCADA RTU/radio systems and upgraded the SCADA screen.

All 4 lift stations continue to perform satisfactorily.

3: Sewer Collection: Ryan inspected problem manholes and is editing the list as needed. He is up to date on manhole flushing.

Continue weekly check of sewer hot spots (manholes that develop above average grease buildup) and physically pulling sewer lids, checking for flow, debris, root intrusion and confirming locations in relation to our plot maps. This ongoing maintenance of the sewer system has been very successful; we have identified potential problems long before they develop into messy situations.

AGENDA ITEM 12b.

Reports to the Board:

b. District Accountant Report

**INDIAN HILLS GID
CASH BALANCES
AS OF 1/31/23**

<u>CASH BALANCES</u>		<u>1/31/2023</u>
Operating	\$ 5,218,973.37	
Reserved from rate increase	\$ 2,439,406.14	
Reserved for streets	\$ 1,376,314.42	
Reserved Donations	\$ 2,691.17	
Reserved for water tank	\$ 22,809.25	
Operating Available		\$ 1,377,752.39
Payroll		\$ 29,713.06
Money Market	\$ 3,938,149.67	
Reserve for Infrastructure	\$ 576,270.22	
Reserve for Connections	\$ 409,364.29	
Reserve for storm water mgt	\$ 36,434.11	
Reserve for sewer debt reserves	\$ 54,195.60	
Reserve for short lived assets	\$ 42,346.45	
Money Market Available		\$ 2,819,539.00
Pipeline	\$ 548,555.05	
Reserve for USDA debt service	\$ 40,284.00	
Reserve for O&M	\$ 67,941.82	
Reserve for short lived assets	\$ 310,169.20	
Reserve for AB198 capital repl	\$ 113,812.48	
Reserve for construction	\$ 16,347.55	
Pipeline Available		\$ -
Total		\$ 4,227,004.45
Investment Pool		
IHGID		\$ 8,891.17
IHCIP (2m 2007 Bonds)		\$ 123,851.38
Drinking Revenue Bond		\$ 256,527.52
Total		\$ 389,270.07

**INDIAN HILLS GID
CASH BALANCES BY FUND
1/31/2023**

CASH BALANCES	1/31/2023		
	WATER	SEWER	ADMIN
Operating	1,322,735.75	2,090,025.47	1,806,212.15
Reserved from rate increase	1,136,774.83	1,302,631.31	
Reserved for streets	100,000.00		1,276,314.42
Reserved Donations			2,691.17
Reserved for water tank	22,809.25		
Operating Available	63,151.67	787,394.16	527,206.56
Money Market	1,232,582.58	1,449,563.27	1,256,003.82
Reserve for Infrastructure	122,254.88	196,921.96	257,093.38
Reserve for Connections	234,944.29	174,420.00	
Reserve for storm water mgt			36,434.11
Reserve for sewer debt service		54,195.60	
Reserve for sewer short lived assets		42,346.45	
Money Market Available	875,383.41	981,679.26	962,476.33
Pipeline	548,555.05		
Reserve for debt service (fully funded)	40,284.00		
Reserve for O&M	67,941.82		
Reserve for short lived assets	310,169.20		
Reserve for AB198 capital replacement	113,812.48		
Reserve for construction	16,347.55		
	0.00		
TOTAL AVAILABLE	938,535.08	1,769,073.42	1,489,682.89

INDIAN HILLS GID
ATTORNEY EXPENSES
JANUARY 2023

MONTHLY FEE	3,000.00
EXPENSES	25.25
TOTAL	<u>3,025.25</u>

INDIAN HILLS GID
LONG TERM DEBT
AS OF 1/31/23

DEBT	BALANCE	PAYMENT	FINAL PAYMENT	INTEREST RATE
WATER 2000 BOND	\$ -	PAID OFF		
WATER 2003 BOND	\$ 334,762.68	59,220.37 due Jan and July	1/1/2026	3.46%
SEWER 1999 BOND	\$ -	PAID OFF		
WATER/SEWER 2007 BOND *	\$ 555,000.00	** due May and Nov	11/1/2026	4.00%
USDA SEWER	\$ 1,136,717.91	4,754.08 MONTHLY	1/1/2052	2.75%
USDA PIPELINE	\$ 748,985.43	3,357.00 MONTHLY	8/1/2051	3.25%
PIPELINE 2010 STATE	\$ 547,216.96	40,343.06 due Jan and July	7/1/2030	2.57%
	<u>\$ 3,322,682.98</u>			

* (35% WATER, 65% SEWER)
** payment amount varies

**INDIAN HILLS GID
ENGINEERING EXPENSES
JANUARY 2023**

Engineering fees	2,000.00
Plymouth drive	472.50
	<u>2,472.50</u>

Indian Hills General Improvement District
OVERTIME/CALLOUT HOURS
January 2023

Employee	pay date 1/13/2023		pay date 1/27/2023		pay date	Total Hours	Total Earnings
	Hours	2,046.83	Hours	0.00			
WATER TECH	41.5	2,046.83		0.00		41.5	2,046.83
WATER TECH		0.00		0.00			0.00
PARKS	3	96.93	7	231.49		10	328.42
PARKS		0.00		0.00		0	0.00
STREETS		0.00	7	237.72		7	237.72
STREETS		0.00		0.00		0	0.00
WATER SUPER	12	780.24		0.00		12	780.24
WATER SUPER		0.00	5	308.37		5	308.37
ADMIN SUPPORT		0.00	4.5	239.90		4.5	239.90
ADMIN SUPPORT		0.00		0.00		0	0.00
SEWER TECH		0.00	1	41.36		1	41.36
SEWER TECH		0.00	6	248.16		6	248.16
SEWER SUPER	9	519.65		0.00		9	519.65
SEWER SUPER		0.00		0.00		0	0.00
MECHANIC	2	92.64		0.00		2	92.64
MECHANIC		0.00		0.00		0	0.00
TOTALS	67.50	3,536.29	30.50	1,307.00	0.00	98.00	4,843.29

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED JANUARY 31, 2023
WATER**

INCOME	BUDGET	ACTUAL	(OVER)/	58.33%
			UNDER	
FEEES	1,365,000.00	875,674.15	489,325.85	64.15%
CONNECTION FEES	82,080.00	-15,390.00	97,470.00	-18.75%
CRICKET/VERIZON	12,441.60	7,257.60	5,184.00	58.33%
GRANT INCOME	0.00	0.00	0.00	0.00%
INTEREST	2,000.00	4,828.47	(2,828.47)	241.42%
MISCELLANEOUS	0.00	5,985.00	(5,985.00)	0.00%
TOTAL REV	1,461,521.60	878,355.22	583,166.38	60.10%
EXPENSES				
SALARIES/BENEFITS	393,355.78	216,192.79	177,162.99	54.96%
OPERATING EXP	461,125.00	260,306.75	200,818.25	56.45%
DEBT PRINCIPAL	230,883.66	140,107.36	90,776.30	60.68%
DEBT INTEREST	62,707.23	47,551.12	15,156.11	75.83%
** CAPITAL OUTLAY	108,000.00	138,662.70	(30,662.70)	128.39%
TOTAL EXP	1,256,071.67	802,820.72	453,250.95	63.92%
PROFIT	205,449.93	75,534.50	129,915.43	

NON-CASH				
infrastructure depletion (DEPRECIATION)	551,000.00	310,975.63	240,024.37	56.44%

** Reserves from rate reserves used to fund SCADA improvements

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED JANUARY 31, 2023
SEWER**

INCOME	BUDGET	ACTUAL	(OVER)/ UNDER	58.33% %
FEEs	968,000.00	637,655.45	330,344.55	65.87%
CONNECTION FEES	82,080.00	-15,390.00	97,470.00	-18.75%
INTEREST	25.00	72.78	(47.78)	291.12%
MISCELLANEOUS	0.00	0.00	0.00	0.00%
TOTAL REV	968,025.00	622,338.23	427,766.77	64.29%
EXPENSES				
SALARIES/BENEFITS	389,257.95	208,023.39	181,234.56	53.44%
OPERATING EXP	211,675.00	94,454.06	117,220.94	44.62%
DEBT PRINCIPAL	110,136.39	99,368.77	10,767.62	90.22%
DEBT INTEREST	47,532.57	25,153.68	22,378.89	52.92%
CAPITAL OUTLAY	262,000.00	31,224.22	230,775.78	11.92%
TOTAL EXP	1,020,601.91	458,224.12	562,377.79	44.90%
PROFIT (LOSS)	-52,576.91	164,114.11	(134,611.02)	
NON-CASH:				
infrastructure depletion (DEPRECIATION)	378,000.00	214,260.16	163,739.84	56.68%

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED JANUARY 31, 2023
GENERAL**

INCOME		BUDGET	ACTUAL	(OVER)/ UNDER	58.33% %
	AD VALOREM	1,066,626.00	687,095.24	379,530.76	64.42%
	DOUGLAS CO. CONSOLIDATED TAX	382,383.00	245,758.89	136,624.11	64.27%
	PARK REV	500.00	194.00	306.00	38.80%
	GRANT	0.00	0.00	0.00	0.00%
	DONATIONS	0.00	0.00	0.00	0.00%
	MISCELLANEOUS	0.00	0.00	0.00	0.00%
	INTEREST	1,600.00	2,235.86	(635.86)	139.74%
	STORM WATER	21,200.00	10,934.00	10,266.00	51.58%
	TOTAL REV	1,472,309.00	946,217.99	526,091.01	64.27%
EXPENSES					
ADMIN	SALARIES/BENEFITS	88,155.74	40,775.13	47,380.61	46.25%
	OPERATING EXP	223,550.00	111,712.90	111,837.10	49.97%
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00%
PARKS	SALARIES/BENEFITS	215,749.98	77,283.95	138,466.03	35.82%
	OPERATING EXP	148,725.00	66,652.68	82,072.32	44.82%
	CAPITAL OUTLAY	24,000.00	0.00	24,000.00	0.00%
STREETS	SALARIES/BENEFITS	197,349.98	66,921.51	130,428.47	33.91%
	OPERATING EXP	93,175.00	26,198.72	66,976.28	28.12%
	CAPITAL OUTLAY	427,000.00	0.00	427,000.00	0.00%
	TOTAL EXP	1,417,705.70	389,544.89	1,028,160.81	27.48%
	PROFIT	54,603.30	556,673.10	(502,069.80)	
NON-CASH:					
	infrastructure depletion (DEPRECIATION)	300,700.00	147,484.91	153,215.09	49.05%

62

**INDIAN HILLS GID
ADMIN, PARKS, STREETS SUMMARY
(AD VALOREM)
1/31/2023**

<u>CASH BALANCES</u>	<u>ADMIN</u>	<u>REVENUES / EXPENSES</u>
Operating	\$1,806,212.15	Storm water fees \$10,934.00
Reserved for streets	\$1,276,314.42	Consolidated Tax \$245,758.89
Reserved for Donations	\$2,691.17	Ad Valorem Tax \$687,095.24
Operating Available	<u>\$527,206.56</u>	Recreation Fees \$194.00
		Interest Income \$2,235.86
		Grant fund received \$0.00
		Miscellaneous \$0.00
Money Market	\$1,256,003.82	TOTAL REVENUE <u>\$946,217.99</u>
Reserve for Infrastructure	\$257,093.38	
Reserve for storm water mgt	\$36,434.11	Salaries/Benefits \$184,980.59
		Operating Exp \$204,564.30
		Capital Outlay \$0.00
Money Market Available	<u>\$962,476.33</u>	TOTAL EXPENSES <u>\$389,544.89</u>
TOTAL AVAILABLE	<u>\$1,489,682.89</u>	INCOME (LOSS) <u>\$556,673.10</u>

65

AGENDA ITEM 12c.

Reports to the Board:

c. Engineer Report

AGENDA ITEM 12d.

Reports to the Board:

d. Attorney Report

AGENDA ITEM 13.

Discussion and possible action to approve Draft Minutes from the January 18, 2023, Board Meeting.

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
January 18, 2023
Regular Board Meeting 6:00 P.M.

Trustees Present: Trustee Dunham, Trustee Siegman, Trustee Garcia, Trustee Stulac and Trustee Lufrano.

Trustees Present via Zoom Meeting: none.

Trustees Absent: none.

Staff Present: General Manager Chris Johnson and Administrative Services Supervisor/Human Resources Brooke Thompson.

Others Present: District Counsel Chuck Zumpft, District Engineer Tim Russell, Residents Kendra Wilson, Terry Rankin, Kathy Waters, Brian Patrick, Dale Morlan and Jason Gibson resident of the Gardnerville Ranchos.

Others Present via Zoom Meeting: none.

6:00 P.M. - Regular Meeting

1. **Call to Order**
Request that Cell Phones and Pagers be turned off for recording purposes.
Trustee Dunham called the meeting to order at 6:00PM.
2. **Pledge of Allegiance:** Led by Trustee Garcia.
3. **Discussion and possible action to elect officers of the IHGID Board of Trustees for calendar year 2023 -- Trustee Dunham**
Trustee Garcia stated that he is hoping to have some discussion a conversation before any nominations are made. Robert asked if anyone had a serious desire to hold a position or if anyone has past experience on a board before, Mr. Stulac I believe you have served on a board before.
Trustee Stulac stated yes he was on a board as a State representative for the professional licensing board but he was not any of the positions here. Bob stated that he was hoping to get his feet wet a little bit before taking one of the positions, to get familiar with it.
Trustee Lufrano stated that she is in a similar position as Trustee Stulac however if there is a necessity, she could certainly volunteer to do that however it is preferred to sit it out a year.
Trustee Dunham stated he is not going to step up and say he knows how to do everything he was hoping someone would have a desire if it all suits you, he doesn't mind putting his

Minutes of the January 18, 2023, Regular Board of Trustees Meeting

name in the hat. He doesn't want to deny it, and this is his third year so yeah, he might as well step up.

Trustee Garcia asked if we need to elect members in the order of Chairman, Vice Chairman, and Secretary/Treasurer. District Counsel Chuck Zumpft stated no you can do it in whatever order you see fit.

Trustee Garcia stated it is his understanding that the Chairman runs the meetings, the Vice Chairman is on standby to learn how to run the meeting and runs the meeting if the Chair is not there. He had the privilege to be Vice Chair his first or second year, it is a great position to be in because he didn't really have to do anything but observe and hold a title. He just wanted to inform the board that the Vice Chair is a good place to start, there is no real responsibility of it except covering for the Chairman in an absence. The Secretary/Treasurer is someone who has to be around to be able to sign checks manually.

Trustee Garcia nominated Trustee Stulac for Vice Chairman for calendar year 2023. Trustee Siegman seconded. Nomination carried unanimously.

Vice Chairman for the Board for Calendar Year 2023 is Bob Stulac.

Trustee Garcia stated he travels a lot so the Secretary/Treasurer job is not something that he can be here for because of his travel schedule.

Trustee Dunham stated he takes this seriously; he is trying to let someone off the hook so if you will have him he will nominate himself.

Trustee Stulac nominated Trustee Dunham for Chairman for calendar year 2023. Trustee Garcia seconded. Nomination carried unanimously.

Chairman of the Board for Calendar Year 2023 is Dale Dunham.

Trustee Dunham nominated Trustee Lufrano for Secretary/Treasurer for calendar year 2023. Trustee Garcia seconded Nomination carried unanimously.

Trustee Lufrano stated she accepts as long as availability on Friday's is ok. General Manager Chris Johnson stated yes that is fine.

Secretary/Treasurer for the Board for Calendar Year 2023 is Vicky Lufrano.

4. **Public Interest Comment:** Resident Teri Rankin stated she lives at 1012 Starshine Court. Teri stated that she will comment on snow removal when the board gets to that. Teri stated that she is the Chair of the Douglas County Audit Committee, last week the Board of County Commissioners held a zoom training for ethics and open meeting law, if you did not attend you have to get those trainings by state law that is one issue on the audit committee, so she wanted to bring that to the board's attention. When you get to the snow, she wanted to say stick to your policies, procedures and train employees on how to do that and follow those. You give them in the newsletter the policy, so they need to stick to it. Teri stated that she also serves on the Nevada Sunset subcommittee for the legislative commission that reviews all the boards, commissions, and agencies in Nevada. Policies and procedures, embezzlements so

Minutes of the January 18, 2023, Regular Board of Trustees Meeting

pay attention to what is going on. That is what she would tell you from someone who deals with audit's all the time. The reason she does this stuff is because she was the insurance commissioner for the State under Bob Miller, she has been doing this a long time so pay attention to what is going on.

Resident Tammy James stated she is a 32-year resident all she wanted to say is thank you for your time and putting out the effort to do this job, that is a thankless job. She believes the GID does a good thing for residents of Indian Hills.

Resident Kathy Waters said ditto on what Tammy said. Kathy stated if you need help with procedures and policies, she is available and would be happy to do so. Kathy stated thank you for making decision to do snow removal services, she was amazed at all the snow removal. They did an amazing job.

5. Approval of Agenda

Trustee Garcia motioned to approve the agenda. Trustee Siegman seconded. Motion carried unanimously.

6. Presentation from Kelli Nevills from Nevada Division of Forestry for Indian Hills GID to become a Firewise Community.

Kelli Nevills thanked Chris for inviting her. Kelli stated she is with NDF, Kelli stated she is a native Nevadan, she grew up here, went to school here she is also an Arborist. She is here to talk to the board about Firewise and fire safety. Firewise Communities is a nationally recognized program by the NFA, the National Firefighters Association to recognize communities that due their due diligence and agree to a grassroots approach to keeping their communities fire safe. The reason they are really proactive on this as you know fire seasons are getting longer, some statistics in Nevada between 2002-2012 86% of the fires happened during the summer months and 14% happened in the winter months. In the last ten years that number is now 73% of wildfire happen in the summer month and 27% in the winter months, this is Statewide. So that is showing a trend that fires don't have a season anymore. It used to be we had wildfire awareness week in May it is now wildfire awareness month but as far as NDF is concerned it is wildfire awareness year. Fires do happen in the winter. What Firewise USA is again a community approach to keeping that community safe, it recognizes you as a national program with a certificate that states this community has met the requirements in these communities based on the number of houses that you have done fuel reduction enough to recognize that they have done everything they can to federally recognized that we are taking doing everything to reduce risk of fire and if there was a wildfire that you guys as a community would need little to no help from firefighters. That is what they hope for. The befits are not only the grassroots efforts but working with fire districts to every year update your Firewise efforts and have one community event a year to keep that status current. Currently we have a project that grant funded in Indian Hills it is a fuels reduction project that will aid you in that Firewise application. They will do the defensible space assessment for you they have done them, and Chris has them. they would look at that doesn't effect insurance rating as a community fuel load and fuel reduction projects. Indian Hills and Sunridge have been done Indian Hills has a high rating and Sunridge has a moderate rating only about 30 points away from a high rating. They rate the structures, fire hydrant locations, past fires etcetera. Based on that they come up with mitigation strategies to lower the rating and score higher in grant process. Some things they

do is a jump the juniper days clean up and remove junipers from properties. Kelli stated they need your help to do your part to help us. The process takes two people and 8 houses, and the application takes about 30 minutes. Kelli stated she brought some brochures and information she will leave on the table.

Trustee Garcia asked does community clean up days count towards that. Kelli stated yes it does. Trustee Garcia stated and maybe we can add a chipper or something like that. Kelli stated yes. Trustee Garcia asked if there are any membership fees. Kelli stated no it is absolutely free. Trustee Garcia stated your position is funded, we need two people and eight homes. Can we separate in two fire wise communities Indian Hills and Sunridge. Kelli stated yes, it is separated because it is too hard to manage anything over 2,500 homes.

General Manager Chris Johnson stated on page 7 of the packet it shows the community organization is municipal and we are a GID. Kelli stated she will change that.

Vice Chairman Stulac stated you said we need two people are those homeowners. Kelli stated two people on the board or homeowners and eight homes that would participate. Vice Chairman Stulac stated can it be the same two people for both sides. Kelli stated sure that would be great, whoever you guys want we just need someone to take on the responsibility of recording the efforts of fuel mitigations from the residents. Vice Chairman Stulac stated the outreach and events is voluntary for the residents. Kelli stated yes, it is a voluntary program.

Secretary/Treasurer Lufrano stated you need eight houses per community correct. Kelli stated correct. Secretary/Treasurer Lufrano asked if Kelli said she would go to homes to recommend fuel reductions for their defensible space. Kelli stated yes.

General Manager Chris Johnson stated so we do our community clean up days and have one hundred plus homes that come to each one. Kelli yes that does count. General Manager Chris Johnson stated so we already qualify for this.

Trustee Garcia stated that we have two HOA's in the district, the one he is in happens to be Washoe Tribe adjacent will you assess that land. Kelli stated no. Trustee Garcia stated that they have to have a 20 foot fire break there, but they have to pay for it. He talked to the fire Marshall, at the time the recommendation was that they change the registers in the gable fence to be fire rated because embers can get sucked into the roof. He tried to get the HOA board to do that, but he was not able to get anywhere. Kelli stated yes you need get her to one of the HOA meetings and she can show you what a vector vent is, it is a fire mesh. Trustee Garcia stated and there are grants for that possibly. Kelli stated yes, vector vents are about \$20.00.

Vice Chairman Stulac asked if class a shingles for roofing is a significant increase in cost. Kelli stated that she does not know but there are grants available for that through CWDG, community wildfire defense grant.

Chairman Dunham stated the grant money goes to the individual homeowners. Kelli stated no the individual homeowners can't apply for the grant money, the community or the fire district has to apply for it.

Trustee Garcia stated you mentioned junipers and ripping them out it is just the bushes or the pines as well. Kelli stated the pines as well.

Trustee Siegman asked if Kelli has a document that shows all the grants available. Kelli stated yes, it is on the website, forestry.nv.gov.

Trustee Garcia stated what are the next steps and how do we get started. Kelli stated that she will sit with you to get the application done. She needs that person who wants to be the resident leader she will be the regional coordinator.

Minutes of the January 18, 2023, Regular Board of Trustees Meeting

General Manager Chris Johnson stated when he a Kelli met, they discussed one board member and himself as the point of contacts.

Public comment: Jason Gibson, house of Gibson, stated thank you Kelli for the Firewise program information. It is fantastic. You mentioned that insurance companies offer discounts if you are a Firewise community.

Resident Teri Rankin stated that she is part of USAA she stated that she met with the actuaries about a year ago. You sign up on the edge of wildfire. She had a house in the Markleeville area, what happened is her neighbor's kept calling asking why she had a personal fire truck in her driveway, a personal fire truck. USAA contracts with local private fire companies go and protect their insured homes. You have to qualify for it through USAA.

Board of Trustees further discussion/comment: Secretary/Treasurer Lufrano stated she has nothing.

Trustee Garcia stated that he just wants to thank Kelli for the information. Kelli thanked the board, encouraged everyone to take some information from the table. Kelli stated that defensible space is not guaranteed 100%, everything connected together helps. Vector vents make a huge difference. Trustee Siegman asked are the vector vents just for the gables or the ones. Kelli stated both the gables and underneath. Trustee Siegman stated so all vents in your house attic should be screened. Kelli stated yes.

7. Discussion only regarding updates on the New Year storm.

General Manager Chris Johnson stated that the last two weeks have been an interesting time as you know we got a little bit of snow fall. There seems to be a bit of concern that the district did not provide the services that people expect. He would like to give an update on what the district did do. That storm was a record storm national weather service says it was one of the worst storms in the last 114 years, KTVN and the Record Courier had an article the worst part of this storm for everyone towns, GID's was they were calling for heavy rains to prepare for floods to snow and a few inches we got eighteen inches. About the district on call personnel, he has heard some comments that the district or General Manager specifically did not want to pay the on-call fee to employees, that is not accurate. We were expecting rain not snow so he did not put any employees on call, Any employee that is on call gets paid \$3.50 per hour weather we call them or not That is a substantial cost when we were expecting rain not expecting snow. We do have one employee on call 24 hours a day for the water and sewer plant. Saturday the storm hit we were all pretty surprised, Tim described it accurately currently out shoveling 18 inches of partly cloudy skies. As it was snowing a lot of things were happening behind the scenes. SCADA went down, it is used for us to communicate with our water and sewer plant they can log in online to see SCADA. If we did not have SCADA someone would have to be at our plants 24/7. We lost connection that day we have been doing a lot of SCADA upgrades the internet service star link was the issue wasn't fast enough for what SCADA needed so it stopped communicating. The on-call operator got an alarm and came in to check on things. He had to start running the plants manually, he also started plowing all the primary streets. It was in that time that we lost power, Sunridge was knocked out for a few hours and the west side most of us were out until Tuesday morning, three full days. Once we lost power all our infrastructure lost power the water and sewer plants, lift stations everything at that point all infrastructure went on backup generators. Generators are great but they are not forever at the same time this is later

in the night they were working with Sierra Controls to get SCADA back online. We were able to get SCADA back at about 11:15PM. Most of Sunridge got their power back, homes on the ridge behind home depot got power. During the entire event everyone lost power at some point, the two things that residents did not lose were water and sewer and those are what our monthly bill is for, you still had water. Sunday morning all our infrastructure was still on backup power and this side of the district. Chris stated that he called in one employee who was not on call, he came in to start plowing. The other two employees one was sick and other was out of town as they were not on call. Sunday they plowed all the street it was the heavy wet snow, you can't give it one pass, the amount of snow was so deep. They got all the primaries opened up and started working on the secondaries in that time the on-call operator was here the entire day checking infrastructure. Monday morning we were still without power on the west side, Chris stated he came in to plow and got a call from the on call that the generator on valley vista booster was still on backup power and about half full the problem was we had about two and a half feet of snow that filled the entire yard. They started digging back to the gate and cleared it, once the gate was open they could get up there and get the generator filled to keep the booster station online. Monday was another day a little plowing, but focus was on getting fuel to the generators. Tuesday morning power was finally restored to most of the district, we opened the district office on Tuesday with full staff and they plowed all day every day to get the roads opened. We had got most everything done including the cul-de-sacs again it was the very thick heavy snow. It was a lot of work and effort. Chris stated that he wants to recognize one gentleman who lives on Coloma he owns a backhoe, so he got out and started clearing Coloma. He created a 20 foot tall berm he went and thanked him but asked him to not cover DI's so they were clear when the snow started melting. Chris stated the whole time he has to give credit to his office staff, these days were nonstop, people calling and assaulting them, attacking them, they were plain rude to them. Office staff did a great job of keeping it professional and letting people know. One beneficial thing that came out of this East Fork Fire has station twelve just past Sunridge, they called Chris there was an emergency a lady who is on chemo couldn't get out. Chris stated that he cleared their drives out, we sent one of our plows and cleared station 12 so they could have access to our district if needed. Chris stated that he buzzed in there and asked them if there were having any trouble getting around, they stated that it looked good. Chris stated that when we do our primary roads, we will also get their section plowed until they can get a plow up there. This will help with those good relationships. This was the perfect storm, it hit on a long holiday weekend when it was predicted for rain, and we did not have anyone on call. We made it happen we had had a lot of people call saying that we need to stick to our policy. The first paragraph of our policy states "that the district has no legal responsibility to provide any form of snow and ice control." It does say that "The General Manager shall decide when snow and ice control measures are to begin. Plowing operations normally begin with snowfall accumulations of 4 inches or more in depth on stage one streets. Plowing on stage two streets will begin when the storm has stopped or as time allows. Lesser amounts may require plowing or other control measures such as the application of cinders depending upon weather conditions. Customary procedures dictate Monday thru Friday (exclusive of Holidays) as having priority over Holiday and weekend snow and ice control operations due to lesser vehicle trips and budgetary concerns." Chris stated that goes back to what he was saying about not having staff on call, as the General Manager he takes the financial situation of this District very seriously, he can't not justify paying two people \$3.50 per hour when we were expecting rain. This last weekend he had

two employees on call, they predicted that we were going to get snow. They came in and plowed the roads. That being said he wanted to take the opportunity to let the board know what staff did.

Chairman Dunham stated at 8:30 he was at Amador, the snow was incredible, and he saw a fire truck on a call, this was exactly what happened rain, rain, rain snow, snow, snow, snow one of the things he was telling how he was helping people out that is what really counts. He was in touch with Chris he was blown away with it. Dale stated that he does respect our staff and people who showed up tonight. Dale stated that he is glad John Lufrano talked him into getting involved.

Secretary/Treasurer Lufrano stated she would say like any member of the district she struggles with the balance of personal convenience versus understating what takes place in a public agency. We have 11 staff and of those maybe half are available to plow, she knows Chris watches the weather, and she is certain that Chris was on top of it. Vicky stated having lived here for many years this is an anomaly, certainly something we haven't seen in many years. Vicky stated that she was personally in the office during that week immediately following the snow event and she witnessed office staff taking phone call after phone call and she applauds their tact with the public in trying to convey the message, we are out there. She did take a look, she works for a public agency in California. She did a quick search as to what they are doing in that community. They state in their policy the immediately plow roads for school bus routes and first responder's routes, it sounds like we did exactly that. Vicky stated that she wants to acknowledge for the public it is important that we can get out of our neighborhoods while it was not convenient and not what we wanted we did have those things maybe not at the exact moment we wanted but we did have them. Vicky stated she would like to commend the staff.

Trustee Garcia stated just to be able to summarize we had a record storm freak change in weather from rain to snow. The priority was water and sewer to make sure all was working with no power. Every available resource was used to get the job done. Robert stated that he went to his brother's house in Gardnerville and the roads were so bad, on the non-primary streets you could only get one car down. He looked at our streets and we did a better job than the larger municipality Gardnerville. He knows best effort was made. It important to understand we need to get emergency vehicles first he has no doubt every effort was made and all resources were used. We all need to step up and help each other.

General Manager Chris Johnson stated that he wants to throw in that Gardnerville is in a very tight spot too, they are extremely short personnel, they were scrounging too, as well every municipality with plows was out there doing what they could. Everyone was just caught off guard.

Trustee Siegman stated that he talked to several neighbors who had issues with the snow removal, he personally had no issues with it. We have to put the snow somewhere you will get a berm, that is how it happens. They did a good job. Russ stated that one thing he wants to add is the fire hydrants, they need to be cleared. Maybe we can talk to east fork to put reflective markers on the fire hydrants, so they are visible from the street.

General Manager Chris Johnson stated that we normally focus on not putting snow in front of them, the fire hydrants are ours. He has to give credit to our parks and streets operators. We have three employees, one has been here for six months, one for 2 months and one for three months, this was their first time fighting the snow. Chris stated that you could see the progression, from the first day they were out plowing until this Monday. They are learning

and learning quick. We have two plows and one backhoe. They are learning. We can look at that, putting reflectors on the fire hydrants. Chris stated Bob brought up something, in front of the mailboxes, to clear those out. That is easy we can do that once we get the streets done. Vice Chairman Stulac stated yes Chris and he talked, he lives on Mica drive, he witnessed a resident parked on the street, a person got out to walk and get their mail looked pretty close. It made it a good thing to do the mailboxes, he appreciates that he also appreciates the district staff. Bob stated that he has been here for 30 years, but he has not seen anything like this. Bob stated that feels bad for staff in the office who had to take the calls, he was out helping people too, people in neighborhood were helping others. Bob stated that he is pleased to hear that East Fork was happy with our streets, that makes him comfortable, that is an important point and he is glad to see Chris' efforts got that opinion. He also has friends in Minden and Gardnerville, and it looked a lot worse there.

Chairman Dunham stated that it is good to help other people, it is important.

Public comment: Jason Gibson, house of Gibson he has a house in the Ranchos. Jason stated that he is so glad he came tonight. He knew this was coming because of the sun, you will know 24-72 hours in advance when solar flares, cmes or others thing influence weather. It was a mess he lives in the ranchos, everyone lost power he knew it was coming because of the sun, you can know 24-72 hours in advance what is coming and can organize around that, you can find more information on logtime.org or suspicions observers. There is a lot of news we are not hearing about. Jason stated that he is so glad we are having this meeting, Indian Hills is way ahead of Douglas County. We showed him how we should be assessing and ready.

Resident Teri Rankin stated yesterday morning around mid-morning her cul-de-sac Starshine was plowed for the first time. They had 20 inches, 3 inches, 6 inches, 10 inches, four cars were stuck, the garbage truck would not come in the cul-de-sac. Teri stated that she knows cul-de-sacs are a last resort, but all cul-de-sacs were plowed but not Starshine. All the others were plowed but not starshine, so she called her concern was no pile in the middle. Her concern was there was no pile in the middle there are instead two piles of snow up against the gutter, the drain comes down Sunridge. The problem is not putting it in the center, she has been here for a long time she has seen all the storms, she has lived in Indian Hills since 2012. The water can't get to the drain it goes in the street and up her driveway, that is what happens when the snow is not plowed into the middle of the cul-de-sac, the plow driver told her not to worry about it and she said no it needs to be fixed before we get a melt, or it will be an issue. Please don't miss them on Starshine Court.

Resident Tammy James stated she lives on Placer Court, and it did wonders for her and her neighbors all eight of them were out there shoveling, they were all helping each other. That is what it should have been, she is happy what turned out in her neighborhood. The plow came by eventually, but they didn't wait for them they shoveled and shoveled when it freezes you won't get out. It is policy that they are all supposed to shovel our sidewalks. Everyone did a great job.

Resident Kendra Wilson stated she lives on Somerset she was out of town for this storm, but she had someone watching her house. She was so impressed with Chris' recap, it reminded her of the movie Jurassic Park that was a good effort. Kendra stated what she likes to hear are ways we can improve for next time, it is always good to learn overall it sounds like tremendous effort, she is proud to live here and happy to have a part of this community. Previous storm she just has to call out because he will never forget this, she was driving down the road and she sees Brooke out shoveling someone's sidewalk, a resident she asked her what she was doing, Brooke said they got a comment from a resident about how the plowing was done so she just wen to fix it, that is above and beyond. Just shows that people staff are giving their all.

Minutes of the January 18, 2023, Regular Board of Trustees Meeting

Resident Brian Patrick stated he lives on Somerset was one of those rude residents and he wants to apologize deeply to Brooke who he unloaded on because he had a lot of problem. Things were unfortunately perfect and not the way we wanted them. Brain stated did anyone ever see the movie The Inconvenient Truth they said things will get heavier and weirder and we are going to have to except them. Going along with that part of it is for all of us to learn how to cope and suck it up. He would like to ask the board to think about reviewing the protocols and policies and adding in this and this step by step, what is the next priorities, put in the hydrants, think about the school busses. There may be things we need to adjust within the policy, the policy as it stands is what we were living with he is older now than when he helped set the policy. He wants to apologize to the board and the staff; it was a perfect storm and the worst thing that we have encountered. Thank you.

Board of Trustees further discussion/comment: Trustee Garcia stated the difference is perceived. issues are important to learn from and grow from, he appreciates the input from the community we need constructive criticism when its available but tempered with understanding about what our limitations are with our staff.

General Manager Chris Johnson stated to reinforce that as far as learning from this he sees it as a learning experience, he was observing things, one vehicle here that was completely buried at that is. our fuel truck, it took 1.5 hours to dig out the fuel truck, other little things that have happened that he has learned from. He takes a lot of comfort in the fact that out district was without power for 72 hours and we could still run your sink and flush our toilets and turn on water. Our water and wastewater teams have those departments tuned up so well that even though it was pretty stressful, the fact that it ran and did its job was great. It gave us a good test of our backup systems.

Chairman Dunham stated the difficulties of this storm, there are plenty aspects we are not touching on today.

8. Reports to the Board:

a. General Manager Report

General Manager Chris Johnson reviewed his report with the Board. Chris stated that he hosted the General Managers meeting along with the Nevada League of Cities meeting here and is continuing to work hard to create great relationships with other GID's and the County. They are all in the same boat and work together as a team. They started the bypass project on lift station three. The hole is full of water again. He wants to acknowledge his staff again all of them. Kevin came in and worked nonstop all day every day, it was cold, it was dark every time he was smiling, and ok he kept saying I got you boss. This staff really stepped up; he just wants to acknowledge how hard they worked. Chris stated welcome our two new trustees, he has an open-door policy, call him you all have his cell phone number. His door is always open, call his cell phone 24/7 if something is going on in the district.

1. Administrative

General Manager Chris Johnson reviewed the administrative report with the Board.

2. Water

General Manager Chris Johnson reviewed the water report with the Board.

3. Wastewater

General Manager Chris Johnson reviewed the wastewater report with the Board.

Vice Chairman Stulac stated the Wastewater report kudos to Ryan's work. What your staff is doing with the sewer and collection system is great. He just wants to thank them and say he is pleased to see this. General Manager Chris Johnson stated he wants to extend the offer of a tour of the district to anyone. Trustee Garcia stated in the interest of time regarding lift stations maybe at the next board meeting you can give the board some insight on weather or not we can have generators and should we be putting in sheds so we have access to the generators. General Manager Chris Johnson stated quickly we have a generator for lift four it is a mobile generator, that was one of the reasons we were digging it out.

b. District Accountant Report

General Manager Chris Johnson reviewed the accountant report with the Board. Vice Chairman Stulac stated one thing on page 26 the revenue and expense for water, he is curious under miscellaneous income there was an overage of \$6,000 is that regular. General Manager Chris Johnson stated was with the audit, they had to make adjustments. Trustee Garcia stated one thing, can we add an agenda item for next month to talk about our debt service and if there are opportunities to retire debt. Vice Chairman Stulac stated one last thing on page 28 the expenses nearly doubled the income, the over is that regular. General Manager Chris Johnson stated no, that is the SCADA upgrades and that is not regular. We pay those invoices as they complete them.

c. Engineer Report

District Engineer Tim Russell stated welcome to the new board members. They are still reviewing plans for the development off of Plymouth. Chris mentioned lift station three all the work is done except for one valve box, looking to advance the washpot in the yard. Next month they will bring forward the design of the dog park. Tim stated the Indian drive water, sewer, road project they are addressing some comments from NDEP, and they should be ready to go to bid soon probably go out to bid in February or March will bring it back to board as soon as possible. He has also been working with Chris on some upcoming items.

Trustee Garcia asked if on the hardscape portion of the dog park will there be a rough draft that they can see. District Engineer Tim Russell stated yes it will be brought to the board.

Chairman Dunham stated to let Tim know they are working on a hardscape project.

Trustee Siegman stated on the overage that Bob was talking about, will that balance at the end of year. General Manager Chris Johnson stated oh yeah it will and surprising enough the project will come in under budget.

d. Attorney Report

District Counsel Chuck Zumpft stated that he has nothing to report.

Public comment: Jason Gibson, house of Gibson Douglas County. Jason stated that he is impressed with our board meeting tonight this should of been our first priority. He would like to encourage you to get your YouTube on, because he would like to share our leadership with colleagues and model what we are doing, exchange ideas and have fun in the art of governance. Jason stated this is our invitation to the new time economy, it is a fascinating body of knowledge. It is a social form that is changing the world when we talk about the first world peace. We have been locked into a fiction and artificial timing frequency the biggest complaint people have in this old-world order is we don't have enough time, we don't have enough money. We are not properly informed because we are so busy in the past or the future this ought to inspire you, showed a calendar and plug into when you talk about organizing your affairs and having something positive as a peace plan to first and foremost offer your city elect, law enforcement, social services and at the state level they will be their for the governors state of awareness inauguration with the natural law peace initiative and although it looks a little new age it goes back to 1935, it has been on the table for too long for people not to know about it. Jason stated congratulate the Chairman and the board.

9. Discussion and possible action to approve Draft Minutes from the December 8, 2022, Board Meeting.

Trustee Garcia motioned to approve Draft Minutes from the December 8, 2022, Board Meeting. Trustee Siegman seconded. Motion carried unanimously.

10. Chairman and Trustees Reports, Correspondence

Under this item the Board Members will briefly identify relevant communications received by them before the meeting, or meetings attended, or potential business of the district. No action will be taken on any of these items, but a member may request such item or topic be placed on a future agenda.

Vice Chairman Stulac stated that he talked about this during his campaigning, one overwhelming issue he heard from residents was speed bumps. Can we get some speed bumps on certain streets, he wants to talk about this more in the future. He has a lot of concerned residents that want speed bumps, it was a big concern for residents. General Manager Chris Johnson stated that we will bring it up at the next meeting, on that note the district does not enforce speeding the Sheriff does. As the saying goes the squeaky wheel gets the oil, residents need to call the non-emergency number 775-782-5126.

Trustee Garcia stated that he started approaching community members with an order form, he wanted to remind the board that we have a \$500.00 on the table matching donation if the board members decide to participate in the buy a brick program. Chairman Dunham stated he has pledged \$200 and has two corporate pledges and as far away as Cambridge, CA someone wanting a brick. How do we handle the money. Tomorrow is another day, he has a lot of call to make. Home Depot just committed today. He has a background in. General Manager Chris Johnson stated that this is becoming boarder line discussion that needs to be on the agenda, Chris stated that he doesn't mean to rain on your parade.

11. Adjournment

Trustee Garcia motioned to adjourn the meeting. Vice Chairman Stulac seconded. Motion carried unanimously.

Meeting adjourned at 8:17P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Vicky Lufrano**

DRAFT

Minutes of the January 18, 2023, Regular Board of Trustees Meeting