

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

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

**January 15, 2025
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. – Regular Meeting

1. Call to Order - Regular Meeting of the Board of Trustees
2. Pledge of Allegiance
3. Discussion and possible action to elect officers of the IHGID Board of Trustees for calendar year 2025 – Chairman
 - a. Election of Chairman
 - Motion
 - Vote
 - b. Election of Vice Chairman
 - Motion
 - Vote
 - c. Election of Secretary/Treasurer
 - Motion
 - Vote
4. 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.

5. 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.

 - Motion
 - Vote
6. Reports to the Board:
 - a. General Manager Report
 1. Administrative
 2. Water
 3. Wastewater
 4. Parks & Streets
 - b. District Accountant Report
 - c. Engineer Report
 - d. Attorney Report
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

7. Discussion and possible action regarding goals discussed during General Manager Chris Johnson's annual performance evaluation.
(Chairman, Stulac)
 - Board of Trustees Discussion
 - Open Public Comment
 - Close Public Comment

8. Discussion and possible action to approve Draft Minutes from the December 18, 2024, Board meeting.
 - Board of Trustees Discussion
 - Open Public
 - Close Public Comment

9. 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 an item or topic be placed on a future agenda.

10. 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., January 10, 2025,

by

The image shows a handwritten signature in black ink. The signature is written in a cursive style and reads "Brooke Thompson". Below the signature, there are several horizontal lines that appear to be part of the signature or a flourish.

AGENDA ITEM 3.

Discussion and possible action to elect officers of the IHGID Board of Trustees for calendar year 2025 – Chairman

- a. Election of Chairman**
- b. Election of Vice Chairman**
- c. Election of Secretary/Treasurer**

AGENDA ITEM 6a.

Reports to the Board:

a. General Manager Report

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

New Items:

I met with the County Manager to discuss collaboration on some upcoming projects. I will keep the board posted as we start to get into those projects.

We had several signs blow off in the strong winds throughout the district. The Streets crew has been busy repairing them and replacing older signs.

I have reached out to the district managers of the area to meet again. After meeting with the County Manager, we agreed that it would be nice to get those meetings going again, especially with the County Manager.

We have passed the 6-month mark into the fiscal year and all departments are at or below 50% of their budget usage. I applaud the supervisors for their fiscal responsibility.

Lynn visited me in the office and we discussed some more community events. She had some great ideas. I've come up with a couple more ideas, and I'm looking forward to planning them out.

We transferred the safety officer position off to a new person. He is doing a great job with it already. He has gone through to redo all of our SDS throughout the district. He's getting ready to go through some training, and will be conducting our monthly safety meetings.

Existing Items:

The Parks department has been working very hard to redo the power in James Lee park. The power going into the restrooms was insufficient and poorly installed, so the crew has completely retrenched, ran conduit, and reran power out to the restrooms. The camera that is going to the tennis courts will now have appropriate power with its own breaker. The pole for the skate park camera is due to arrive at the end of the week of 1/13, and they will install it when it arrives. I have been keeping in contact with our camera contractor and they will be ready to install as soon as the infrastructure is in place.

The water fountain in the dog park is on hold until we install the cameras. We determined it would probably be wise to hold off on installing that water fountain until after the camera system is active.

Currently waiting on the contractor for Douglas County to provide us a quote for the new playground equipment. Once I have those numbers I will apply for the Residential Construction Tax grant for that as well as the improvements to the basketball court.

We are continuing the planning with Nevada Department of Environmental Protection (NDEP) regarding the Small Municipal Separate Storm Sewer Systems (Small MS4) permit. As stated in

previous meetings, we are ensuring that the new permit will not be unnecessarily burdensome requirements on the district for meeting our requirements in the permit.

I have added an item to my planned 25/26 budget for fuels reduction behind the fences on the west side of the district near the exercise trail. It will be added to the budget for work to be done in the 2025 – 2026 fiscal year.

The Speed Logging sign will be installed on South Sunridge Drive. It has not been installed yet as our Streets Department has been short-staffed due to surgery, and they have been busy with the maintenance of the parks and streets in preparation for Winter.

The district's engineer, General Manager (GM) and supervisors will meet the week of January 20th to start assembling the Capital Improvement Plan (CIP).

I compiled the goals from all five General Manager evaluations, combining similar items, and listed them for the board packet.

Completed / Past Items:

The Christmas party was a success. We had a gathering of happy visitors. Kids decorated hats and visited with Santa. The adults enjoyed the event as well.

The staff conducted annual fire safety / fire extinguisher training. The fire extinguishers will all have annual maintenance done at that time.

The wind blocks / shades for the tennis courts have been taken down for the winter and will be reinstalled in Spring.

The leak on Chip Creak is repaired.

Sidewalk at North Sunridge / Mica Drive. I spoke with our Streets Supervisor. Painting additional cross bars on the concrete will create a slip hazard. The additional recognition that another crosswalk bar would bring would most likely be negligible in addition to the flashing lights and other markings already implemented at the crosswalk. The stop sign and painted stop bar are at the location they are to give room for the crosswalk. Moving the stop bar forward will make people stop for the sign in the crosswalk.

We had to do some work to the electrical box controlling the parking lot and street lights around James Lee Park. Someone had broken the lock off of the controller boxes near the ballpark and turned the lights off along the street. That damage most likely caused the controller to burn out near the office. We have replaced the parts and the street lights are working again.

5K Run was a success. It was extremely cold at 6:30 that Saturday morning, but we still had a good attendance. They want to make this an annual event, but we will ensure that it does not fall on the same weekend as another 5k next year.

Crosswalk delineator evaluation. After evaluating the design of our crosswalks, the traffic at each location, and the concern expressed from residents for each area, I have come to the conclusion that there is no need for delineators at the crosswalks. If the board wishes for me to continue with the evaluation of the crosswalks, I would recommend hiring a traffic engineer to evaluate the crosswalks.

The tennis court locks are installed on both sides and functional. There has been positive input from residents regarding the locks.

The Streets staff spent a considerable amount of time going through and evaluating the drop ins and culverts throughout the district. This is in anticipation of winter storms, with the goal of preventing flooding and reduced stormwater flow.

The water tank project is complete. The project was completed to our satisfaction.

The hydraulic fluid leak on Sunburst has been resolved. Douglas Disposal had a hydraulic break and leak. They responded with the proper containment using a spill kit, and cleaned the hydraulic fluid up completely. The fluid stained the asphalt. The resident contacted DD and complained about the stain, requesting that they wash the street. I went with DD to inspect the spill again, and there is no more cleanup possible. The spill was contained and cleaned up to NDEP standards. There are no products that will remove the stain, but it will fade out with time, most likely over winter. The resident called me to complain about the stain. I contacted our engineers to see if they had any suggestions, but they agreed that there is no way to clean the spill more than already done. I called the resident back to inform them that we could not do anything more, but they did not answer. Their concern is that they have lived here for 25 years and if they decide to sell their home now, the stain would be a hinderance.

Cleaned pine needles out of center meridian of Mica Drive per a request from a trustee.

The east-facing flasher at North Sunridge / Mica Drive. The intersection now has flashing lights on both sides of the crosswalk, as well as flashers facing both directions of traffic in the center meridian.

Automatic locks have been installed on James Lee Park's restrooms, giving us the ability to schedule locking & unlocking of the restrooms.

Administrative Report

January 2025

The ACH program continues to be well received. Residents are thankful the district has implemented this option for payments. We currently have 588, 29.158% of residents taking

advantage of automatic withdrawal. We continue to receive requests and new authorization forms daily.

In December we sent out 37 past-due bills resulting in zero disconnections.

We had five new account sign ups in December. These are homes that have changed ownership.

The District's Gazebo reservations are done for the season. The tennis court is always utilized, however since the board changed the reservation policy there have been no reservations for the tennis courts.

On Thursday, December 19, 2024, all staff attended yearly Fire Safety training. This is always a fun and well-received training. After the classroom portion, employees are able to use what they have learned and extinguish a controlled fire.

On January 9, 2025 all staff attended "Miss Communication and Her Friend, Miss Understanding" training delivered by Pool Pact. Part I tackled Miss Communication (miscommunication) by having participants:

- Self-identify their own communication style.
- Review traits of each style.
- Discuss how to modify their own style to fit others' needs.

Miss Understanding (misunderstanding) will made her appearance in Part II where participants watched a video entitled "The Abilene Paradox" to help them:

- Control mismanaged agreement to reduce misunderstandings.
- Differentiate between negative fantasies and perceived risks.

All staff has been enrolled in annual compliance training. There are several e-learning courses each employee is required to take. All courses must be completed by late February 2025.

Our Annual Christmas Celebration on Saturday, December 14, 2024, was a great success. Everyone thoroughly enjoyed decorating the hats and stockings and visiting Santa and Mrs. Clause. This generous community donated 114 pounds of food which was brought down to the Carson Valley Food Closet on December 17, 2024, and our TV and Olive Garden gift card raffle raised \$197.00 which was delivered to Austin's House on December 18, 2024.

Congratulations to the winners of the Holiday light contest. Owners of 978 Hillside, 3520 Tourmaline, 866 Coloma, 1023 Sunburst, 3532 Long and 3288 Dog Leg did an amazing job showing their Holiday spirit and made the District festive, fun and magical. Special recognition goes out to ALL the residents of Tourmaline Drive, also known as Candy Cane Lane, each and every home was superb. Indian Hills showed what an awesome community we have. Thank you all!

We have scheduled our three Community Clean-Up days for 2025. The Clean-Up days will be on Saturday, April 5, 2025, Saturday, July 19, 2025, and Saturday, October 18, 2025, from 9:00a.m. and ending when the containers are filled.

Indian Hills yearly Recreation Events have also been scheduled. Our Annual Easter Egg Hunt will be on Saturday, April 19, 2025, starting promptly at 10:00A.M. in James Lee Park. Our Annual Summer Kick-Off will be Saturday, June 21, 2025, from 11:00A.M. – 2:00P.M. in James Lee Park. Our Trunk-or-Treat will be on Friday, October 31, 2025, from 3:00P.M. – 5:00P.M. and our Annual Christmas Celebration will be Saturday, December 13, 2025, beginning at 10:00A.M. in the District Board Room.

Water Department Report

January 2025

Water Quality:

- The Bac-T sample results for December 2024 came back good.
- The Hobo water plant received 6.9 MG of (Minden) water for the month of December.
- North and South School wells have been shut off for the winter due to low demand.
- Ridgeview pumped 1.9 MG of water for the month of December.
- Hobo well has been shut off 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 threw SCADA. Checking these trends for anomalies in the distribution system can give us an early warning of future problems.

Maintenance:

- The Water department excavated a water meter pit at 964 Parkview Dr. due to a leak on the service line going to the pit.
- All annual and quarterly reports have been completed and sent to the Bureau of Safe Drinking Water.
- The Water department has been assisting the Parks department with installing a new power service at the James lee park bathroom.

Wastewater Department Report

January 2025

1: Treatment plant: The repairs were completed on the 4" Godwin pump. We brought it back 12/2/2024.

I installed a new fan motor in the center heater in the dewatering building. This saved the district around \$400 not having to purchase a new heater.

We tested a new polymer from Polytech and did not like how it performed in our dewatering press. We are going to continue to use Solenis polymer.

Ray replaced a bad battery charger on the WWTP emergency generator.

Ryan continues to drag our roads and Hobo Hot Springs Road. All roads are in great condition thanks to Ryan's work on them.

The average daily flows to the Wastewater plant for December 2024 were .297 MGD (Million Gallons per Day) or 297,000 gallons per day.

2: Lift Stations: The Lift 5 pump #1 has been operating well since we rebuilt it last November. 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.

Parks & Streets Department Report

January 2025

Staff has made a list of missing and/or dead trees and shrubs throughout the district. They have compiled a plant/tree list to replace most of the missing/dead trees and shrubs and will complete the planting come spring.

Staff continues to sweep all streets in the district once a week as leaves are no longer an issue.

A drainage issue was brought to the staff's attention on Opalite. Water was backing up in the storm drains and flowing out of manholes located on the back side of the Opalite apartments. Staff was able to address the situation immediately. They flushed the storm drain and cleared the line. Water is now flowing freely with no issues.

Continue weekly checks of all parks and open spaces. Checks are done on Mondays and Fridays during the winter as usage is way down this time of year. Staff check and clean/restock all of the district's public restrooms, check all trash cans and dog bag dispensers on district property along with a visual inspection of playground equipment.

Staff has been working on getting the power ran throughout James Lee park, Skate park and tennis courts for camera system to be installed. Additionally, they have ran new power to the James Lee park bathrooms to bring the electrical up to code in the restrooms.

The streets department has continued with the patching of potholes throughout the district as needed.

AGENDA ITEM 6b.

Reports to the Board:

b. District Accountant Report

**INDIAN HILLS GID
CASH BALANCES
AS OF 12/31/24**

| CASH BALANCES | 12/31/2024 |
|--------------------------------------|------------------------|
| Operating | \$ 4,859,480.11 |
| Reserved from rate increase | \$ 1,845,943.65 |
| Reserved for Parks | \$ 19,585.14 |
| Reserved for streets | \$ 1,189,976.27 |
| Reserved for water tank | \$ 46,655.65 |
| Operating Available | \$ 1,757,319.40 |
| Payroll | \$ 28,820.32 |
| Money Market-Nevada State Bnk | \$ 1,643,754.66 |
| Reserve for Infrastructure | \$ 785,812.03 |
| Reserve for Connections | \$ 603,636.66 |
| Reserve for storm water mgt | \$ 57,536.89 |
| Reserve for sewer debt reserves | \$ 65,129.80 |
| Reserve for short lived assets | \$ 55,864.70 |
| Money Market Available | \$ 75,774.58 |
| Money Market-Moreton | \$ 3,216,434.28 |
| Reserve for water conservation-Parks | \$ 5,000.00 |
| Moreton Available | \$ 3,211,434.28 |
| Pipeline | \$ 638,701.48 |
| Reserve for USDA debt service | \$ 40,284.00 |
| Reserve for O&M | \$ 67,941.82 |
| Reserve for short lived assets | \$ 379,703.95 |
| Reserve for AB198 capital repl | \$ 134,424.16 |
| Reserve for construction | \$ 16,347.55 |
| Pipeline Available | \$ - |
| Total Available | \$ 5,073,348.58 |
| Investment Pool | |
| IHGID | \$ 9,753.91 |
| IHCIP (2m 2007 Bonds) | \$ 135,868.80 |
| Drinking Revenue Bond | \$ 214,496.03 |
| Total | \$ 360,118.74 |

**INDIAN HILLS GID
CASH BALANCES BY FUND
12/31/2024**

| CASH BALANCES | 12/31/2024 | | |
|---|---------------------|---------------------|---------------------|
| | WATER | SEWER | ADMIN |
| Operating | 785,242.79 | 1,664,771.03 | 2,409,466.28 |
| Reserved from rate increase | 936,370.13 | 909,573.52 | |
| Reserved for streets | | | 1,189,976.27 |
| Reserved for parks | | | 19,585.14 |
| Reserved for water tank | 46,655.65 | | |
| Operating Available | -197,782.99 | 755,197.51 | 1,199,904.87 |
| | | | |
| Money Market-Nevada State Bank | 432,582.58 | 749,563.27 | 461,608.81 |
| Reserve for Infrastructure | 194,096.53 | 250,830.33 | 340,885.17 |
| Reserve for Connections | 314,643.33 | 288,993.33 | |
| Reserve for storm water mgt | | | 57,536.89 |
| Reserve for sewer debt service | | 65,129.80 | |
| Reserve for sewer short lived assets | | 55,864.70 | |
| Money Market Available | -76,157.28 | 88,745.11 | 63,186.75 |
| | | | |
| Money Market-Moreton | 1,072,144.77 | 1,072,144.76 | 1,072,144.75 |
| Reserve for water conservation-Parks | | | 5,000.00 |
| Moreton Available | 1,072,144.77 | 1,072,144.76 | 1,067,144.75 |
| | | | |
| Pipeline | 638,701.48 | | |
| Reserve for debt service (fully funded) | 40,284.00 | | |
| Reserve for O&M | 67,941.82 | | |
| Reserve for short lived assets | 379,703.95 | | |
| Reserve for AB198 capital replacement | 134,424.16 | | |
| Reserve for construction | 16,347.55 | | |
| | 0.00 | | |
| | | | |
| TOTAL AVAILABLE | 798,204.50 | 1,916,087.38 | 2,330,236.37 |

**INDIAN HILLS GID
ATTORNEY EXPENSES
DECEMBER 2024**

| | |
|-------------|-----------------|
| MONTHLY FEE | 3,000.00 |
| TOTAL | <u>3,000.00</u> |

INDIAN HILLS GID
LONG TERM DEBT
AS OF 12/31/24

| <u>DEBT</u> | <u>BALANCE</u> | <u>PAYMENT</u> | <u>FINAL INTEREST PAYMENT RATE</u> |
|-------------------------|------------------------|----------------------------|--|
| WATER 2003 BOND | \$ 115,436.60 | 59,220.37 due Jan and July | 1/1/2026 3.46% |
| WATER/SEWER 2007 BOND * | \$ 290,000.00 | ** due May and Nov | 11/1/2026 4.00% |
| USDA SEWER | \$ 1,086,148.43 | 4,754.08 MONTHLY | 1/1/2052 2.75% |
| USDA PIPELINE | \$ 717,506.55 | 3,357.00 MONTHLY | 8/1/2051 3.25% |
| PIPELINE 2010 STATE | \$ 411,381.33 | 40,343.06 due Jan and July | 7/1/2030 2.57% |
| | \$ 2,620,472.91 | | |

* (35% WATER, 65% SEWER)

** payment amount varies

**INDIAN HILLS GID
ENGINEERING EXPENSES
DECEMBER 2024**

| | |
|------------------|-----------------|
| ENGINEERING FEES | 2,000.00 |
| PLYMOUTH DRIVE | 398.00 |
| | <u>2,398.00</u> |

Indian Hills General Improvement District
OVERTIME/CALLOUT HOURS
December 2024

| Employee | pay date | | Hours | pay date | | Hours | Total Hours | Total Earnings |
|---------------|------------|------------|-------|------------|-------|-------|-------------|----------------|
| | 12/13/2024 | 12/27/2024 | | 12/27/2024 | Hours | | | |
| WATER TECH | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| WATER TECH | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| PARKS | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| PARKS | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| STREETS | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| STREETS | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| WATER SUPER | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| WATER SUPER | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| ADMIN SUPPORT | 0.00 | 0.00 | 6 | 412.02 | 0.00 | 0.00 | 6 | 412.02 |
| ADMIN SUPPORT | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| SEWER TECH | 0.00 | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| SEWER TECH | 3 | 202.66 | | 0.00 | 0.00 | 0.00 | 3 | 202.66 |
| SEWER SUPER | 2 | 102.54 | | 57.09 | 0.00 | 0.00 | 3 | 159.63 |
| SEWER SUPER | | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| MECHANIC | | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| MECHANIC | | 0.00 | | 0.00 | 0.00 | 0.00 | 0 | 0.00 |
| TOTALS | 5.00 | 305.20 | 7.00 | 469.11 | 0.00 | 0.00 | 12.00 | 774.31 |

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED DECEMBER 31, 2024
WATER**

| INCOME | BUDGET | ACTUAL | (OVER)/ | 50.00% |
|---|---------------------|--------------------|-------------------|---------------|
| | | | UNDER | |
| FEEs | 1,449,585.00 | 808,890.49 | 640,694.51 | 55.80% |
| CONNECTION FEES | 0.00 | 0.00 | 0.00 | 0.00% |
| CRICKET/VERIZON | 12,441.60 | 5,184.00 | 7,257.60 | 41.67% |
| GRANT INCOME | 0.00 | 0.00 | 0.00 | 0.00% |
| INTEREST | 60,000.00 | 33,154.58 | 26,845.42 | 55.26% |
| MISCELLANEOUS | 0.00 | 339.00 | (339.00) | 0.00% |
| TOTAL REV | 1,522,026.60 | 847,568.07 | 674,458.53 | 55.69% |
| EXPENSES | | | | |
| SALARIES/BENEFITS | 439,797.62 | 204,539.24 | 235,258.38 | 46.51% |
| OPERATING EXP | 488,450.00 | 220,291.08 | 268,158.92 | 45.10% |
| DEBT PRINCIPAL | 244,519.42 | 235,980.35 | 8,539.07 | 96.51% |
| DEBT INTEREST | 47,146.48 | 32,516.05 | 14,630.43 | 68.97% |
| CAPITAL OUTLAY | 120,000.00 | 253,746.67 | (133,746.67) | 0.00% |
| TOTAL EXP | 1,339,913.52 | 947,073.39 | 392,840.13 | 70.68% |
| PROFIT | 182,113.08 | (99,505.32) | 281,618.40 | |
| NON-CASH | | | | |
| infrastructure depletion (DEPRECIATION) | 503,000.00 | 347,859.09 | 155,140.91 | 69.16% |

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED DECEMBER 31, 2024
SEWER**

| INCOME | BUDGET | ACTUAL | (OVER)/ UNDER | 50.00% % |
|---|---------------------|-------------------|--------------------------|---------------------|
| FEEs | 1,061,954.00 | 577,907.36 | 484,046.64 | 54.42% |
| CONNECTION FEES | 0.00 | 0.00 | 0.00 | 0.00% |
| INTEREST | 41,000.00 | 27,380.27 | 13,619.73 | 66.78% |
| MISCELLANEOUS | 0.00 | 0.00 | 0.00 | 0.00% |
| TOTAL REV | 1,102,954.00 | 605,287.63 | 497,666.37 | 54.88% |
| | | | | |
| EXPENSES | BUDGET | ACTUAL | (OVER)/ UNDER | 50.00% % |
| SALARIES/BENEFITS | 450,440.69 | 205,565.58 | 244,875.11 | 45.64% |
| OPERATING EXP | 258,600.00 | 109,190.00 | 149,410.00 | 42.22% |
| DEBT PRINCIPAL | 114,836.79 | 101,200.23 | 13,636.56 | 88.13% |
| DEBT INTEREST | 39,257.17 | 18,746.87 | 20,510.30 | 47.75% |
| CAPITAL OUTLAY | 45,000.00 | 93,425.00 | (48,425.00) | 0.00% |
| TOTAL EXP | 908,134.65 | 528,127.68 | 380,006.97 | 58.16% |
| | | | | |
| PROFIT (LOSS) | 194,819.35 | 77,159.95 | 117,659.40 | |
| | | | | |
| NON-CASH: | | | | |
| infrastructure depletion (DEPRECIATION) | 390,000.00 | 194,148.82 | 195,851.18 | 49.78% |

**INDIAN HILLS GID
REVENUE AND EXPENSE
NOT INCLUDING DEPRECIATION
FOR THE PERIOD ENDED DECEMBER 31, 2024
GENERAL**

| <u>INCOME</u> | <u>BUDGET</u> | <u>ACTUAL</u> | <u>(OVER)/ UNDER</u> | <u>50.00% %</u> | |
|---|---------------------|---------------------|--------------------------|---------------------|---------------|
| AD VALOREM | 1,196,205.00 | 810,545.88 | 385,659.12 | 67.76% | |
| DOUGLAS CO. CONSOLIDATED TAX | 400,793.00 | 202,419.83 | 198,373.17 | 50.50% | |
| PARK REV | 1,000.00 | 600.00 | 400.00 | 60.00% | |
| GRANT | 0.00 | 0.00 | 0.00 | 0.00% | |
| DONATIONS | 0.00 | 0.00 | 0.00 | 0.00% | |
| MISCELLANEOUS | 0.00 | 26.00 | (26.00) | 0.00% | |
| INTEREST | 46,000.00 | 26,783.38 | 19,216.62 | 58.22% | |
| STORM WATER | 21,700.00 | 11,009.00 | 10,691.00 | 50.73% | |
| TOTAL REV | 1,665,698.00 | 1,051,384.09 | 614,313.91 | 63.12% | |
| | | | | | |
| <u>EXPENSES</u> | | | | | |
| ADMIN | SALARIES/BENEFITS | 108,422.24 | 50,812.05 | 57,610.19 | 46.86% |
| | OPERATING EXP | 216,050.00 | 115,515.74 | 100,534.26 | 53.47% |
| | CAPITAL OUTLAY | 0.00 | 0.00 | 0.00 | 0.00% |
| PARKS | SALARIES/BENEFITS | 240,410.24 | 95,669.74 | 144,740.50 | 39.79% |
| | OPERATING EXP | 161,150.00 | 85,740.71 | 75,409.29 | 53.21% |
| | CAPITAL OUTLAY | 38,000.00 | 30,109.12 | 7,890.88 | 0.00% |
| STREETS | SALARIES/BENEFITS | 259,889.44 | 104,088.80 | 155,800.64 | 40.05% |
| | OPERATING EXP | 102,900.00 | 54,972.96 | 47,927.04 | 53.42% |
| | CAPITAL OUTLAY | 490,000.00 | 3,220.00 | 486,780.00 | 0.00% |
| TOTAL EXP | | 1,616,821.92 | 540,129.12 | 1,076,692.80 | 33.41% |
| | | | | | |
| PROFIT | | 48,876.08 | 511,254.97 | (462,378.89) | |
| | | | | | |
| NON-CASH: | | | | | |
| infrastructure depletion (DEPRECIATION) | | 305,700.00 | 151,800.00 | 153,900.00 | 49.66% |

**INDIAN HILLS GID
WATER FUND SUMMARY
12/31/2024**

| CASH BALANCES | LOAN BALANCES | REVENUES / EXPENSES |
|---|------------------------|-------------------------------------|
| Operating | | User Fees |
| Reserved from rate increase | Water Bond-2003 | \$ 320,146.13 |
| Reserved for water tank | Water Bond-2012 (35%) | \$ 479,947.65 |
| Operating Available | Pipeline USDA | \$ 8,796.71 |
| | Pipeline State | \$ - |
| | | \$ 33,154.58 |
| | | \$ 5,184.00 |
| | | \$ 339.00 |
| | | TOTAL REVENUE \$ 847,568.07 |
| Money Market | | |
| Reserve for Infrastructure | | |
| Reserve for Connections | | |
| Money Market Available | | |
| | | Salaries/Benefits |
| | | \$ 204,539.24 |
| | | Operating Exp |
| | | \$ 220,291.08 |
| | | Interest Exp |
| | | \$ 32,516.05 |
| | | Capital Outlay |
| | | \$ 253,746.67 |
| | | TOTAL EXPENSES \$ 711,093.04 |
| Pipeline | | |
| Reserve for debt service (fully funded) | | |
| Reserve for O&M | | |
| Reserve for short lived assets | | |
| Reserve for AB198 capital replacement | | |
| Reserve for construction | | |
| | | |
| TOTAL AVAILABLE | TOTAL LOANS | INCOME (LOSS) |
| -\$273,940.27 | \$ 1,345,824.48 | \$ 136,475.03 |

**INDIAN HILLS GID
SEWER FUND SUMMARY
12/31/2024**

| CASH BALANCES | LOAN BALANCES | REVENUES / EXPENSES |
|--------------------------------------|------------------------|----------------------|
| Operating | Sewer Bond-1999 | User Fees |
| Reserved from rate increase | Sewer Bond-2012 (65%) | Late fees |
| | USDA sewer bond | Connection fees |
| | | Interest |
| Operating Available | | Misc income |
| | | TOTAL REVENUE |
| Money Market | | |
| Reserve for Infrastructure | | |
| Reserve for Connections | | |
| Reserve for sewer debt service | | |
| Reserve for sewer short lived assets | | |
| Money Market Available | | |
| | | |
| TOTAL AVAILABLE | TOTAL LOANS | INCOME (LOSS) |
| <u>\$843,942.62</u> | <u>\$ 1,274,648.43</u> | <u>\$ 178,360.18</u> |
| | | <u>\$ 426,927.45</u> |

**INDIAN HILLS GID
ADMIN, PARKS, STREETS SUMMARY
(AD VALOREM)
12/31/2024**

| CASH BALANCES | ADMIN | REVENUES / EXPENSES |
|-------------------------------|-----------------------|---|
| Operating | \$2,409,466.28 | Storm water fees \$11,009.00 |
| Reserved for streets | \$1,189,976.27 | Consolidated Tax \$202,419.83 |
| Reserved for parks | \$25,619.87 | Ad Valorem Tax \$810,545.88 |
| Operating Available | \$1,193,870.14 | Recreation Fees \$600.00 |
| | | Interest Income \$26,783.38 |
| | | Grant fund received \$0.00 |
| | | Miscellaneous \$26.00 |
| Money Market | \$461,608.81 | TOTAL REVENUE <u>\$1,051,384.09</u> |
| Reserve for Infrastructure | \$340,885.17 | |
| Reserve for storm water mgt | \$57,536.89 | Salaries/Benefits \$250,570.59 |
| | | Operating Exp \$256,229.41 |
| | | Capital Outlay \$33,329.12 |
| Money Market Available | \$63,186.75 | TOTAL EXPENSES <u>\$540,129.12</u> |
| TOTAL AVAILABLE | \$1,257,056.89 | INCOME (LOSS) <u>\$511,254.97</u> |

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AGENDA ITEM 6c.

Reports to the Board:

c. Engineer Report

AGENDA ITEM 6d.

Reports to the Board:

d. Attorney Report

AGENDA ITEM 7.

**Discussion and possible action regarding goals discussed during General Manager Chris Johnson's annual performance evaluation.
(Chairman, Stulac)**

Here is the compiled list of goals:

Goals:

- Work on tact and demeanor, accept constructive input.
- Improve content of monthly report.
- Grant updates every month.
- CIP completion and report to board.
- Maintenance plan on webpage.
- Research low Interest Loans / USDA Loans.
- Department Operations Plans.
- Documented monthly safety meetings.
- Budget Variance Overview.
- Spreadsheet of resident concerns for RVs in the streets, RVs in driveways, overgrown weeds, sidewalk obstructions, and speeding.
- Crosswalk mitigation in district to avoid resident near-misses with vehicles.
- Provide adequate board meeting minutes.
- Install camera system in parks.

AGENDA ITEM 8.

Discussion and possible action to approve Draft Minutes from the December 18, 2024, Board meeting.

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
December 18, 2024
Regular Board Meeting
6:00 P.M.

Trustees Present: Chairman Robert Stulac, Vice Chairman Garcia, Trustee Lufrano, and Trustee Dunham.

Trustees Absent: Secretary/Treasurer Siegman.

Staff Present: Administrative Services Supervisor/Human Resources Brooke Thompson and District Accountant Stacie Cobb.

Others Present: Jonathan Steele with Steele and Associates, District Engineer Colin Surge, Residents Lynn Dement, Ben Walker, Debbie Walker, and Norma Holland Dunham.

6:00P.M. - Regular Meeting

1. Call to Order

Request that Cell Phones and Pagers be turned off for recording purposes.
Chairman Stulac called the meeting to order at 6:00PM.

2. Pledge of Allegiance: Led by Trustee Dunham.

3. Public Interest Comment: Resident Lynn Dement stated I just want to say a quick thank you to all the board members and the incoming board member for donating the gifts for the Holiday Lights competition. It's going beautifully well. All the houses have been chosen. The community really got involved this year. It's gorgeous. And some of the judges even got involved too. And I just want to say thank you. It was great.

4. Approval of Agenda

Vice Chairman Garcia: I'd like to table item eight and move it to the next meeting in January.

Chairman Stulac: That's a good idea. That's a good idea. Without. Without Chris and his. Interest. Okay. I think we need to probably do a motion. We get to that one, wouldn't you think? Brooke? Yes. When we get to eight. Well, we'll go ahead. Rather than taking any action, we'll just table it.

Administrative Supervisor/Human Resources Brooke Thompson: No, no, you approve the agenda removing item eight now.

Minutes of the December 18, 2024, Regular Board of Trustees Meeting

Chairman Stulac: Oh. We do.

Administrative Supervisor/Human Resources Brooke Thompson: Yep.

Chairman Stulac: Okay, great.

Vice Chairman Garcia motioned to approve the agenda with the with tabling item number eight until the next meeting. Chairman Stulac seconded. Motion carried 4-0. Ayes by all present, Chairman Stulac, Vice Chairman Garcia, Trustee Dunham, and Trustee Lufrano. Secretary/Treasurer Siegman was absent from the meeting.

Chairman Stulac: Thanks, Robert. That was a really good idea. Okay, so we have that changed. So then just going to that one change. So do we have someone can make a motion on the approval of the agenda then with that one taken out.

Vice Chairman Garcia: We just did.

Chairman Stulac: Okay. Yes. So, we're done with four. All right. I didn't know if we had to.

5. Discussion and possible action to accept the annual audit for fiscal year ending June 30, 2024. Presentation by District audit firm Steele and Associates.

Chairman Stulac: Presentation by district audit firms and associates. Jonathan Steele, how are you doing? How are you doing this year? Good to see you again.

Jonathan Steele with Steele and Associates: Good to see you again. So again, my name is Jonathan Steele with Steele and Associates. And I'd like to thank you guys for keeping us around for another year. I'm going to start off on page four of the board packet. As the audit is 50-some-odd pages long, I don't plan to go through page by page unless. Unless everybody really wants to go through it that much. But I'm just going to kind of highlight a couple of things. And, and obviously the, the best and hits, the important highlights right now is on page four. This report states that that the financial statements we've approved are presented fairly in all material respects, which is the ultimate goal for your audit. So, so that is the first thing to get out of the way and be important. The second thing is, is we did not have any disagreements with management. Staff was great again this year, helping us keeping it flow good. And there was no other significant audit issues that were found that need to be brought to your attention. So, the main things are very positive. One change that will have to when you guys vote is on page ten. It is the one, two, three fourth paragraph down. You guys did a rate increase recently, and that paragraph needs to be updated to, to reflect the most recent rate increase. As this is part of the management discussion analysis, it doesn't change the audit because this statement is what you guys provide us to put into the audit. So, I don't see that there's any reason to hold back an approval vote if you guys approve that. If you approve that change. Next thing to point out is on page ten or remind me page 12 is your cash and cash equivalents. I just wanted to note that the district has just shy of about \$11 million. Which, as Stacie and I were just talking, is crazy different than when we first all started this together and the board and the staff should really be commended for where we started way too long ago to now. And it was really scary times

where the district was going to be and now you could actually take this \$10 million, pay off all your debts, and still have money in reserve, which is a really good spot to be in for, for the district. You know, so if taxes suddenly decrease because the economy dropped, you guys have reserves to still kind of operate and keep the district running in good in a good operating manner while you figure out the economy and without having to worry about that.

Chairman Stulac: So. Were you referring to a certain page right then?

Jonathan Steele with Steele and Associates: Page 12.

Chairman Stulac: 12. Okay. I was I thought you said something. Okay.

Jonathan Steele with Steele and Associates: And it's basically the first line if you just go across on that, you have in your government activities, you have just under 3.8 business type activities, you have about 7 million, which adds up to \$10.8 million. And like I said, that is your total liabilities is only \$5.7 million. So that's that is a really like I said, you know, you pay off everything. You have approximately still \$3 million in your operating account to do things. So that is a good financial spot to be in for the district. And then, you know, kind of on a side note, going back to the rate fees is obviously that's always a touchy balance with, with the district and the residents here. But as, as we know, several years ago when the district had raised because it had been like 20 years for not raising districts, that created a lot of headaches. So at least doing rate raises to keep the district healthy and kind of keep up with the cost of living is a much more prudent practice of keeping the district healthy. So that's a good thing. I'm going to jump over to page 18, which is your enterprise funds, which is your water and sewer funds. Just on a quick note, enterprise funds are kind of like a business, so they should kind of reflect that you or they should reflect that they stand on their own. And if you're going to go down to the last line right above the inter fund transfers, you will see which is kind of a net income line like water fund is making about \$100,000 sewer funds, making about \$67,000 a year. So those funds are doing what they're supposed to be doing and supporting themselves. So that's a that's a good sign right there. And then turning over to page 19 is your statement of cash flows for those enterprise funds. And with this statement here kind of does is changes it from accounting accrual type method to actually cash inflows and cash outflows. The sewer fund is cash flow positive. The water fund wasn't this year, but I don't think that's a concern because the reason it isn't was because there was about \$700,000 or \$750,000 of outlays in capital improvements. So that's one it shows you're investing back into the into the district, which is good. And so it's not a concern that it lost cash because of you're buying capital assets there. It's not that you're losing cash on operations.

Chairman Stulac: Are you looking at the third line from the bottom? The cash. The net increase in cash and cash equivalents.

Jonathan Steele with Steele and Associates: Yes. Yeah. Yeah. That shows me of the water about \$390,000. Yeah. Loss.

Chairman Stulac: Yeah.

Jonathan Steele with Steele and Associates: Yeah. So, it's like I said, if you didn't buy or didn't invest into the district, that would have been cash flow positive on the operations, which is as someone who's looking at it or evaluating it, I think those are good signs. Most of the notes are pretty consistent to what they've been in the past. Note nine, which shows excessive expenditures over appropriations, is just basically your guys' investments into the district, which I think was the mostly the paving project that you guys did this last year. And as that's out of was spent out of savings rather than operation type money of the year. That is why that was there. So, it just highlights it. But once again, because you go back to the balance sheet where you have \$10 million in the bank after spending \$2.2 million in capital improvements. You guys are doing good. So. Other than that, there isn't really anything to highlight unless there's any questions.

Chairman Stulac: Any questions from the members of the board over here?

Chairman Stulac: I just had the one question on that note. Nine. It said NRS requires. I'm glad you explained what it was, because I wasn't sure initially that I figured it was a good explanation of what all that was for. But what about the. It says the NRS requires government governmental fund, budgetary controls, the exercise at the function level. And maybe it was actually at the end, it mentioned that it should have been approved by the State. The very last page of your report, 53, you refer to that note nine, the very second to last paragraph on page 53 should be noted, however, that the expenditures over appropriations detailed in note nine represent potential violations of the NRS. This is management should take care to monitor budgets closely and request budget changes and or augmentation from the appropriate authorities at the state to avoid budget overruns in the future. That would be the state budget office you're referring to.

Jonathan Steele with Steele and Associates: To be honest I'm not sure what the office would it be? Would it be the budget office Stacie.

District Accountant Stacie Cobb: It's taxation.

Chairman Stulac: Taxation? Yeah.

District Accountant Stacie Cobb: Yeah. Yeah. We submit it to taxation.

Chairman Stulac: Yeah, exactly. It goes to them. But. But did we do we have any consequence of this violation of the NRS.

Jonathan Steele with Steele and Associates: No, not in this. Not in this case. So, like I think was it a year or two ago we had where this was more of an operation thing? And even then, it's more of a you guys submit your budget. If something changes, you should resubmit it to the taxation. As long as you are operating responsibly, I don't think taxation is going to come down hard on that whole deal. But they're just looking for updates and wanting to know what's going on. If you guys change from your original budget is essentially what the NRS is.

Minutes of the December 18, 2024, Regular Board of Trustees Meeting

Chairman Stulac: I see. Yeah. Do they ever Stacie have much like, are they in need of seeing these kind of changes or have we had to ever do anything to the ever have we ever had to resubmit some, some of the budget to them. Okay.

District Accountant Stacie Cobb: Yeah and that the couple years ago what he was referring to, we submitted a letter explaining. And they were happy with that.

Chairman Stulac: Okay, but we didn't. We don't need to do one this year for this.

Jonathan Steele with Steele and Associates: No because this was coming out of savings more than the operations.

Chairman Stulac: So, I just wanted to you know, I saw that comment there and just wanted to we don't have Chuck here just because it said it referenced the NRS and the violation of interest. Just wanted a clarification and I appreciate that. All right. If there's no other comments from the board, we'll open it up to public comment. We'll come back to the board one more time to. So, if anybody thinks just state stay close at hand here. We'll open up the annual fiscal audit to the public for any public comment. If so, would you step forward? Okay. So, we don't have any public comment. We'll go ahead and close public comment. Any further discussion amongst the board?

Chairman Stulac: Dale? You okay?

Trustee Dunham: No.

Chairman Stulac: Okay.

Vice Chairman Garcia: Mr. Chair, I'd like to make a motion. I'd like to make a motion that one second that we approve the agenda. Was it? I'd like to make a motion that we accept the annual audit for fiscal year ending June 30th, 2024, with one edit. That would be to page six of the audit on page ten in our board packet as written. Fourth paragraph. Last two sentences. Last two sentences read. The last increase in this five year plan was effective September 2018, and the district is looking at possible increase for 2425 fiscal year. I'd like that to be replaced with the five-year rate increase was approved on April 10th, 2024, effective July 1st, 2024. The last year of increase being effected, 7/1/28 so that reflects the increases that we just we just approved. Okay.

Chairman Stulac: I'll second that motion.

Trustee Dunham: I've got a question.

Chairman Stulac: Go ahead. I'm sorry.

Trustee Dunham: Seven 128.

Chairman Stulac: Seven 124.

Administrative Supervisor/Human Resources Brooke Thompson: Last year, the last rate increase will happen on seven one of 2028.

Chairman Stulac: Okay, I got you. Thank you.

Vice Chairman Garcia: It starts at 24, and the last of the five year will be 2028.

Trustee Dunham: Oh, I see the last damn year. Thank you. Yeah. Thank you.

Chairman Stulac: Any other questions? Okay. Well, then we've had the motion. I'll go ahead and second the motion. All in favor, say aye. Aye. Any opposed? No. All right. Motion passes. Jonathan. Jonathan. Jonathan, say thank you for you know how you explain that tonight was seemed a little more helpful to me than last year was my first year on the board. The way you went by sections and pointed out where we're doing good. I appreciate that, and I think having.

Jonathan Steele with Steele and Associates: The right page numbers helped this year.

Chairman Stulac: So, thank you very much and happy holidays. Merry Christmas.

Jonathan Steele with Steele and Associates: If any questions come up, feel free to reach out to Stacie or us and we'll get them answered for you. Thank you. Thank you.

Public comment: none

Vice Chairman Garcia motioned to approve the annual audit for fiscal year ending June 30, 2024 with one correction on page 10 of the board packet, 6 of the audit, in the fourth paragraph the last two sentences regarding the rate increase. The most recent rate increase was approved on April 10, 2024, effective July 1, 2024 with the last year of the rate increase on July 1, 2028. Chairman Stulac seconded. Motion carried 4-0. Ayes by all present, Chairman Stulac, Vice Chairman Garcia, Trustee Dunham, and Trustee Lufrano. Secretary/Treasurer Siegman was absent from the meeting.

6. Reports to the Board:

a. General Manager Report

Administrative Supervisor/Human Resources Brooke Thompson: It's all pretty self-explanatory in there. If you guys have any questions, I'll do my best to answer them.

Chairman Stulac: Great. So right now, we can take a look at those. We I'm sure all the board has. And is there any questions from

Administrative Supervisor/Human Resources Brooke Thompson: I will point out, if you will, Mr. Chair, that Chris did separate them into new items existing and completed past items as requested.

Chairman Stulac: Oh, great. Yeah. I

Vice Chairman Garcia: That is implemented. Great.

Chairman Stulac: That's great. Actually, as I read through it, I just didn't really pay much attention to the titles, but it was very thorough and I let Chris know when I see him next, so I appreciate that. But thanks for pointing that out.

Administrative Supervisor/Human Resources Brooke Thompson: And if you guys' notice, there's also a separate section now for Parks and Streets. He also thought that that would help. For what the streets department, just like the rest of the admin water wastewater.

Chairman Stulac: Oh, good.

Administrative Supervisor/Human Resources Brooke Thompson: He felt that that would give you guys more details as well.

Chairman Stulac: Because that's where a lot of discussion came. If there was issues going on with the streets or the parks and we were wanting to know, like, like for example, the tennis courts and stuff. So that was excellent. Let's see if I had any comments. Trustee Dunham, any comments on the manager reports from you?

Trustee Dunham: No. Okay.

1. Administrative

2. Water

Chairman Stulac: Just, you know, just, you know, anything in there? It looked real good. The water tank got completed. Project. That's great. Glad to see that the Chip Creek leak is drying out.

Administrative Supervisor/Human Resources Brooke Thompson: Okay, we'll give you an update on that. They did go repair the sidewalk today. Concrete was poured. So that should be finalized. I didn't hear from Matt. I know concrete was being poured at one, so I'm sure they were there all afternoon.

Chairman Stulac: And the asphalt that in the streets still there, right? Or is that the street.

Administrative Supervisor/Human Resources Brooke Thompson: Was replaced or fixed a couple of weeks ago?

Chairman Stulac: Oh, good. Yeah.

Administrative Supervisor/Human Resources Brooke Thompson: So, the last thing was that sidewalk.

Chairman Stulac: Oh, good because I was touring the Christmas lights in that area, and it still had the cones and the thing in the street. But that was several weeks ago or a couple of weeks ago. Great.

Vice Chairman Garcia: That was just the other day. I didn't even notice the sidewalk and Chris reported that as a courtesy, they went ahead and fixed an additional area.

Administrative Supervisor/Human Resources Brooke Thompson: So, there was a section where the Espino's, I believe it is their sump pump pipe comes out to the street. Yeah. That section of the sidewalk was sinking. So, because they were there anyways, Chris just had them go ahead and replace that section as well. It was just a small section.

Chairman Stulac: Okay.

3. Wastewater

b. District Accountant Report

Vice Chairman Garcia: I just have one comment. And the auditor brought this it was part of the audit. And essentially there was a summary of our long-term debt where our water sewer bond is final payment in 2026 is at 4% right now. So, I think it's just something we should keep an eye on when our investments get below 4% and we are paying more money than we're getting on our long-term investments, or that we should take a look at retiring that debt. So, it's just something to keep an eye out on.

Chairman Stulac: What page is that on?

Vice Chairman Garcia: I don't remember where I took a snapshot of it and put it on a separate sheet, but it's in it's basically the Indian GID Long term debt as of 9/30. I don't know what page that was on. That's in the audit and in that audit that summarizes our long-term debt for water and sewer bond. And the wastewater and sewer bond is relatively low. We have the USDA sewer bond. That's 1,000,088, but it had very low interest of 2.75. Our highest interest rate on our long-term debt is the water sewer bond at 4%. But right now, I think we're earning slightly over 4% something in that area. So, I think it's worthwhile for us to leave that money alone, let it earn more interest than we're paying out to the water bond. But once our interest rates

are coming down. So, when we're forced to reinvest those investments and those reinvestments are lower than 4%, we just need to have a maybe a brought that back to the board so we can discuss retiring that debt early.

Chairman Stulac: How much is that debt?

Vice Chairman Garcia: It's \$290,000.

Chairman Stulac: \$209,000.

Vice Chairman Garcia: \$290,000.

Chairman Stulac: Yeah, that would probably be a smart thing.

Vice Chairman Garcia: And the final payment is 2020 6th November 2026. So, it's not that far out.

Chairman Stulac: So, Stacy, what are we earning right now? Is it 4.4?

Vice Chairman Garcia: Yeah, it's something more than 4.4.

Chairman Stulac: Yeah. Well, the fed has.

Vice Chairman Garcia: Been bringing that back at another time.

Chairman Stulac: Yeah, but it was the fed. If any of you have been watching the news and the Fed's met today at their open the Federal Open Market Committee and they reduced the fed rate another quarter percent. So, we're going to start seeing you know money markets and CDs dropping. They already were like with fidelity which I'm involved with. You know fidelity they're their money market rate had been at 4.25 exactly as of just this past week. So that's probably going to from today's decision I probably would like to go down to four, so that's a good one. Robert, I appreciate you bringing that up and I'm sure we can address that at another meeting.

c. Engineer Report

District Engineer Collin Sturge: Yeah, thank you, Mr. Chairman. Yes. I am working this week to get the MS4 permit for 2024 submitted to NDEP. As I stated in the last meeting, Chris and I. And I think it's in Chris's report as well. We're working to revise the report with NDEP for next year, but this year we're still following the same format, so I need to do it before the end of the year. We closed out. We're done with North Hobo. I'm doing the last retention payment this week as well as the contractor. Once that's done, we'll be closed out. But we're approved by the state. Tanks back online. And all the work is complete, so it's just paperwork at this point. We've been working on the PCI update on our end. We're currently waiting on Street Saver database. They need to input all of the historical data into their

database. Once they're done doing that, we're going to have about a week to two weeks on our end before we have a draft complete. We're hoping that Street Saver gets that done fairly soon. They are apparently going through some software updates right now, and so it's probably looking like January. Okay, so we're a little behind where we were in terms of the long-term goal of getting a maintenance project done this spring. We're still on track there. And then the CIP update, which is between Chris and I more. I am waiting on Chris to meet with his team. They're doing that over the month of December. And then January we're going to sit down with Chris and Matt and all of his water sewer parks guys to talk through the list and start working on the CIP in January.

Vice Chairman Garcia: And if you could just help us out for the public and just not use acronyms. CIP.

District Engineer Collin Sturge: Capital Improvement Plan.

Vice Chairman Garcia: Which is something that I had as a goal.

Chairman Stulac: Okay. Just making some notes here.

District Engineer Collin Sturge: Any questions.

Chairman Stulac: Trustee Lufrano anything for our trusty engineer.

Trustee Lufrano: I'm good.

Chairman Stulac: And I think I'm good too. And we talked already about the PCI. So, we will have that software probably in January. And then you said April would be when we'd have it.

District Engineer Collin Sturge: Yeah. So, we'll be trying to wrap up the report, the Pavement Condition Index report in January, which would put us in good position to go out to bid for the spring in terms of a pavement maintenance Project on the streets that are in a good spot to be selected for that scope of work.

Chairman Stulac: Okay.

District Engineer Collin Sturge: So big picture. We're trying to wrap up the report and all of the conditions by the end of the winter, so that we have a good plan for what we're going to do pavement maintenance wise this spring. Okay.

Vice Chairman Garcia: And sorry, I do have one question. Can you explain a little bit more just briefly, the why we are requiring these small municipal

separate storm water systems permit. Is that something different from what we have today?

District Engineer Collin Sturge: No. So, it's the same permit?

Vice Chairman Garcia: It's the same one. It's not supplemental to what we have. It's just renewing.

District Engineer Collin Sturge: They are? Yeah. It's apparently on NDEP's and it's outdated, and they're looking to renew it. Okay. It's there's, I guess I don't know, all the background, but small, rural communities are a part of it. Carson, Indian Hills and a few other GID's.

Vice Chairman Garcia: So small just because of the size of our district. It has nothing to do with a supplemental permit to what we already have.

District Engineer Collin Sturge: No.

Vice Chairman Garcia: Thank you.

District Engineer Collin Sturge: That's how we're doing it. And then they're refreshing their permit, and they're obviously coordinating with Chris and I and all the other jurisdictions that submit the permit each year to make sure that they're not doing anything crazy when they go and renew it with their new terms.

Vice Chairman Garcia: Great. Thank you for that explanation.

Chairman Stulac: Have they? Good question Robert. On that are the fees increasing with this new change title permit?

District Engineer Collin Sturge: I haven't actually figured that out. I would imagine so.

Chairman Stulac: Yeah,

District Engineer Collin Sturge: But I haven't.

Chairman Stulac: Do you have an idea what the permits can cost us now? Is it an annual.

District Engineer Collin Sturge: Yeah. So, I renew it every December. And, I don't know, off the top of my head how much it is, but I can get back to you guys in January. I'm about to file it. Probably tomorrow.

Chairman Stulac: Well, they must have had to go through some public notice and meetings that they were raising the fees.

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District Engineer Collin Sturge: Yes. And I think there's still a ways away from that point.

Chairman Stulac: Okay.

District Engineer Collin Sturge: They're coordinating with all of the jurisdictions to incorporate all their changes. And then I think they're taking it to the public with their final revised permit and their new fees.

Chairman Stulac: Great. Thank you for that. I don't have any further questions. I just want to I just want to mention to the public that with this, this PCI update, this pavement condition index. It's really going to help the district. And I know I'm not sure where all you I know where Lynn lives. She lives near me, but where the other folks are out there. But, you know, we have a lot of streets in the neighborhood, in the in the district that are in need of repair. And a lot of people think, well, you know, their street should be, you know, is ours next. And this is really going to give the district a great tool. And in something to the board for Chris to implement with the engineer Colin and his organization to basically have the streets somewhat ordered at which one is the worst, and that will make the best sense to work on that one next. Right. Colin. And so, you know, I've had people approach me in our side of the district and sometimes walking and jogging and, and it'll be a great tool because you can find out. Oh, well, you know, our street is maybe on his third or whatnot and, and have at least an idea maybe in the, in the, in the future in front of us where that one stands compared to other ones. So, we all know as a board, and I'm sure a lot of the public knows a lot of the streets are aren't so good. Some are, some are pretty bad. So, we're trying to tackle one a year and this is really going to help. And I've been really looking forward to the information and having that database and really Yeah. Going about it in a, in an organized, structural way with priority of what goes first versus just randomly picking, not random, but picking a street that might seem subjective to some people. This will be a very objective approach and appreciate all that that work that's going on with that corn.

District Engineer Collin Sturge: Thank you.

Chairman Stulac: Okay. We can go ahead and open this up then to and our attorney is not here tonight. He was I believe he's out ill. So we have no report from the attorney's office. So, before I open it up to public comment, any further questions, or comments from the trustees? No. Okay. So, let's go ahead and open public comment on the all the reports from the manager reports all the way through the engineering and step forward. Hi, Lynn.

Attorney Report

District Counsel Chuck Zumpft was absent from the meeting.

Public comment: Resident Lynn Dement: Lynn Dement On page 55 of the general manager report, I know that you can't answer questions or ask you questions, but I want to clarify.

Chairman Stulac: 55.

Resident Lynn Dement: Yeah 55. This third paragraph from the bottom. I don't understand what additional crossbars on the concrete will create a slip hazard. And I think that's maybe where North Sunridge turns onto Mica. We had talked about having a couple more bars come along, but I don't understand if we are repainting the crosswalks, why is that not a slip hazard? And why is an extra crosswalk bar a slip hazard here? I have that question, and maybe we can put that on when the manager comes back to ask what that means. And then also on page 56 crosswalk the lineator evaluation. I don't understand What delineators at the crosswalks would mean. What was the intention there?

Chairman Stulac: Those poles you talked about, the poles. Those little, you know, for the cars would have to go around.

Resident Lynn Dement: I need to I'd like to maybe. Can we continue that again? To when the district manager comes back. Because I don't understand why that decision was made. And then I was leaving the crosswalks to death because we're not going to ever get any more than what we have. I don't think, but there still are those couple issues. The sheriff's department is my only concern right now, but I would like to perhaps get answers to why it's more slippery to paint to white strips to extend a crosswalk.

Chairman Stulac: What I would just suggest doing when Chris does get back from recovering from surgery to have a little discussion with him. And I know Chris, he's so helpful and detailed, and then he could probably come back and yeah. Maybe the next managers report for January. He can put some explanation in there after you talk to him about the two sections there and then then we can talk about it at that meeting.

Resident Lynn Dement: Okay. Okay.

Chairman Stulac: Anybody else from the public like to step forward with anything on this matter? Okay. So then seeing that we'll close public comment and the board didn't have any further discussion.

Vice Chairman Garcia: Mr. Chair I can make a couple of quick comments. Oh, yeah. Yeah. The sleep pattern has to do with if you paint on concrete, it's slippery. If you paint on pavement, you have it. It is not slippery. So that's why they're not extending the lines on that crosswalk into the concrete, because paint lines on the concrete would cause a slip hazard when they get frosty.

Chairman Stulac: I see.

Vice Chairman Garcia: So that's the reason why they're not extending. They are not able. My recommendation was to extend that out. That's the reason why they can't. And the bollards or the delineators. They can conclusion that the snowplows will take those things out.

Chairman Stulac: So, I see.

Vice Chairman Garcia: So anyway.

Chairman Stulac: I was, I was under the impression that that some of the public was bringing up was when you cross the street from the east side of North Sunridge to Mica, there's no sidewalk marks in there at all on the asphalt, even. Is that isn't that what you were trying to bring up initially?

Resident Lynn Dement: I didn't realize there was going to be two extra stripes that actually went up onto concrete. I thought it was an extension to meet the concrete all the way across that street.

Chairman Stulac: Well, talk to Chris and we'll talk about that next meeting, because that's might be some confusion there on what you were trying to relay to them. So. Yes, sir. Okay. Brooke, it doesn't at the end say motion vote. But don't we have to make the motion for all these reports. There's.

Administrative Supervisor/Human Resources Brooke Thompson: No.

Chairman Stulac: Debate there, just discussion. Okay, great. That's what I thought because you didn't have it here. So, I assume that was the reason. Okay. So, then we're done with item six. Let's move on to item seven.

7. Discussion and possible action to provide candidate information during elections.

Chairman Stulac: Debate there, just discussion. Okay, great. That's what I thought because you didn't have it here. So, I assume that was the reason. Okay. So, then we're done with item six. Let's move on to item seven. Discussion and possible action to provide candidate information during the elections. I want to thank you, Brooke, for putting this together. If you look at the attachment there under agenda items seven. And just to remind some folks that may not have been your last meeting, we just had a lot of people, as the elections were approaching, coming, asking for information on the candidates. And was there anything on the on the website here at the board? And so, I proposed this last meeting in November to have this as an agenda item for a possible action for discussion and possible action. And so, what Brooke's down here, she's basically taken the questions that were posed to me particularly, and I think as well with Trustee Garcia and Trustee Lufrano when we ran two years ago, and that was done through a video. But I think this would be a great tool. And it would be implemented. I like the way you did this, Brooke. You got the date just left there because obviously it's going to depend on that particular year. So, I want to say thanks for a great job of just summarizing what was done in the video to just basically a candidate you know, fact sheet evaluation of themselves. And then this can get posted on the, on the board website, I see. Prior to the prior to the election. And then I like that that you put you'll notify residents in the September newsletter. So, it's giving them the heads up that it's coming up. So that really good job Brooke, I like that. That's all I wanted to say. I'll open up for

discussion amongst the board and we'll go to the public to any discussion or comments on what was put together. Professor Lufrano.

Trustee Lufrano: I just noticed that the questions were similar to what we did answer, so I thought they were good questions. I like it.

Chairman Stulac: Yeah, and also to the very opening paragraph says, we invite you to provide a short introduction of yourself. And so, they have to explain why they chose to run and then answer the questions. So I think that's important that as voters out there, you see why they're running and then what their explanation was. And I had I had an explanation, I'm sure Trustee Lufrano and Garcia did, too. And then when they answer those questions. So, trustees over here, Garcia or Dunham, any comments on the.

Trustee Dunham: I think this is a fair outline for the person running for the position. It covers all bases up to what his thoughts are.

Vice Chairman Garcia: I just have one recommendation I'd like to add in the in under one more question. That question would be what experience or attributes will you bring to the board as a trustee? Because these questions don't answer that. And even if you if they write why they explained why they chose to run, it doesn't give the community a sense of what value that trustee will bring. Everybody has a different value, whether it's like, you know, work for the state or, you know, run a business or whatever. But I think that is.

Chairman Stulac: What attributes would you bring to the board? Is that what you said?

Vice Chairman Garcia: What experience or attributes will you bring to the board as a trustee? Okay. I think that'd be valuable question to ask and answer have answered.

Chairman Stulac: Yeah, I like that. I like that a lot. You know, that opening paragraph gives a person a chance to explain why they chose to run, but they may just be short and brief there and not give that. I know when I ran, I mentioned some of the from in my case, some of my experience with being on boards and a technical science background would help, but I like that. I like that a lot. Robert, any Dale you said you're okay with?

Trustee Dunham: Yeah, I'm fine with it.

Chairman Stulac: And just to make a comment too, before we go to public comment on this this was there had been candidate nights in the past, and I know last meeting a person from the public thought they worked well. But I also like this approach. It gives the district who's very busy, the staff that works so hard here. It's a lot of work to do. The videos that we did two years ago, the editing and all that reviewing to get it posted is quite a bit of work with all they got going on and then the candidate nights, you know that was considered too. And I think this was a third option. And I think this requires the least resources from the district staff. So, I was kind of leaning that I kind of gave Chris last month the option of one of 1 or 1 or more of the three the candidate night, if people are out of town or can't make it and don't maybe show up for it now, they have no information. And I think with this one, anybody who whether they were to miss or not, they can just see it on the website. It'll be

there. And I think it'll be very helpful to have. I know for me, even like, you know, voting this year, I knew a couple of people, but there was a candidate that ran that I had no knowledge of anything. Unless I was to try to reach out to the person and try to get ahold of them. I had no idea of the background or any experience or attributes that they might be able to bring. So. Well, let's go ahead. We'll come back to the board. Let's go ahead and just open up this item for discussion and possible action to the to the public. Is there anybody who would like to come up and speak about this action we might be taking tonight on? If so, step forward. Okay. So, we'll close public comment and then back to the board. Any final comments other than Roberts? Anybody? Okay. Just on me too. So, do we maybe have a motion?

Public comment: none

Vice Chairman Garcia motioned to approve providing candidate information during elections with one additional question to read, What experience or attributes will you bring to the Indian Hills GID Board as a Trustee. Trustee Lufrano seconded. Motion carried 4-0. Ayes by all present, Chairman Stulac, Vice Chairman Garcia, Trustee Dunham, and Trustee Lufrano. Secretary/Treasurer Siegman was absent from the meeting.

8. Discussion and possible action regarding goals discussed during General Manager Chris Johnson's annual performance evaluation.

This item was tabled until the January 2025 meeting.

9. Presentation of Service Award to Dale Dunham for his years of service to the Indian Hills General Improvement District Board of Trustees.

Chairman Stulac: Okay. So, we already decided we already removed item eight for the to the next meeting. Okay, let's go to item nine and a presentation of service award to Dale Dunham for his great years of service to the Indian Hills GID. And. Brooke, do you have something?

Administrative Supervisor/Human Resources Brooke Thompson: Yes, I do. I just got my handprint all over it, though. So, Dale, on behalf of the Indian Hills GID Board, staff, and residents, we would like to just thank you for your four years of service to the board. Dale served on the board from January 2021 to this month. Obviously, this is his last meeting. We I wrote something so I wouldn't forget anything. The district is in better shape with our water and sewer systems, along with progress made in our streets and in streets and park improvements. You took the responsibility of an Indian Hills GID trustee with great pride, and you perform your duties with professionalism. And it has been a pleasure to work with you. So, we appreciate all your dedication.

Vice Chairman Garcia: Would you both stand over there by the right part of the flag and then we'll go over here and smile. One, two. I'll send that to you.

Trustee Dunham: Brooke, thank you for all your hard work. You were helping me with the paperwork. The paper so this is a joint celebration. Okay. And I'd like to thank. The Bob

Stulac, Russ Siegman is not here, but Vickie Lufrano, Robert, Stacie and Brook and some of the other people that I met in this journey. Lynne. And I like that you're showing up all the time. And this gentleman and his wife in the back. I've known him almost for 37 years. He was a worker. What's the hardware store? Casey's hardware store. And that's a pretty long time. So, thank you for showing up and giving your time and efforts.

Chairman Stulac: I just want to say it's been a pleasure working with you. I when I got on the board two years ago. Now, you were the chairman at that prior year. I sat next to you a lot and appreciate all the work you did and your enthusiasm and dedication. You were. You were a good role model for someone new to the board. Just with your diligence that we have that fiduciary and that responsibility as, as trustees. And so, I've been over to your house a few times and looked under some, a few hoods of your cars, but just really appreciate all the time. And I'm glad to see you've recovered well from the surgery.

Trustee Dunham: Thank you. Thank you. It's been a great honor to be here, really, in this position, and I'm just thankful it was a Covid year and hardly anything was done to promote being a candidate, and somehow, I was elected, so that was true. And so I'm sure people would like to get home here in time.

Public comment: none

10. Discussion and possible action to approve Draft Minutes from the November 20, 2024, Board meeting.

Chairman Stulac: Okay all right. So, we any public comment anybody from the public would like to make a statement at all. I'll open it up for a moment. Okay, I guess we don't have any there. So we'll go ahead and close public comment, and we'll go on to item ten and discussion of possible action to approve the draft minutes from the November 20th, 2024 board meeting. Any board discussion on any concerns or maybe something that's worded missing something in there? I don't have any.

Trustee Lufrano: No, I have nothing to add.

Chairman Stulac: Trustee Dunham, you're okay with the minutes?

Trustee Dunham: Yes.

Chairman Stulac: Public comment really quickly. If anybody would like to make any comments on all those lengthy minutes we got in there from the last meeting. If so, step forward.

Chairman Stulac: It's just kind of the due process now. So, we'll go ahead, and close public comment and we can get. Anybody want to entertain a motion for the minutes to be approved.

Public comment: none

Vice Chairman Garcia motioned to approve Draft Minutes from the November 20, 2024 Board Meeting. Trustee Lufrano seconded. Motion carried 4-0. Ayes by all present, Chairman Stulac, Vice Chairman Garcia, Trustee Dunham, and Trustee Lufrano. Secretary/Treasurer Siegman was absent from the meeting.

11. 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.

Chairman Stulac: Under this item, the board members will briefly identify relevant communications received by them before this meeting or meetings attended or potential business in the district. No action will be taken on any of these items, but a member may request that such an item or topic be placed on a future agenda. I'll start with Trustee Lufrano. Anything that came up this month or last month?

Trustee Lufrano: No, I was well, I was not able to make it to the Christmas event, for lack of a better word and sorry about that, Brooke, because I know it would probably be helpful to have some help, but other than that, no, I don't have any comments. Thank you.

Chairman Stulac: Thanks. Trustee. Dunham. Any anything you last month. Anything you burning issue you think needs to be looked at?

Trustee Dunham: I will say that this is not the last time I'll be in this board room, but I'll be over there somewhere, right? Yeah. And thank you.

Chairman Stulac: Thank you, Trustee Garcia. Anything? Okay. Anything to report?

Vice Chairman Garcia: Nothing to report. I will just state for the record that I will follow up with the general manager when he returns about, see if we can't add any lines or bollards or whatever you want to call them. That's one of the things I'm asking you to put on the schedule to prioritize crosswalks that are heavily used, like those across the parks. So, I will talk to Chris when he gets back about that. Some of them. Some of them really need to be repainted. They're hard to see, so at least we can do that. I think as a as a priority. But that's left to be discussed with GM.

Chairman Stulac: Some got painted, but maybe not. You're saying not all of them.

Vice Chairman Garcia: Right.

Chairman Stulac: Okay.

Resident Lynn Dement: Well. I mean yeah, it's a bad time of year the temperature is not affecting.

Chairman Stulac: I think they painted in was it October? November. November. Early November. Okay. I don't have any items to bring up in this last category, so I'll make the motion for adjournment and the meeting is over.

Administrative Supervisor/Human Resources Brooke Thompson: Okay. Did you get a second?

Trustee Dunham: Second. Second. Second.

Chairman Stulac: It just is a adjournment, so I didn't. So, we do have a motion on that. Okay. Who made the motion?

Administrative Supervisor/Human Resources Brooke Thompson: You did.

Chairman Stulac: Second meeting. All right. Thank you. Second. All in favor, say aye. Aye. All right. Motion passes. I just know a couple times we're going to seem like we just, at the end, said, okay, we're adjourned. I didn't know if we had to formally do the motion.

Administrative Supervisor/Human Resources Brooke Thompson: Well, if you say that after. No objection, I adjourn but you didn't, so we need a motion, second and vote.

Chairman Stulac: I could do it that way. So that's why you need to. Sorry. I probably did that the last time. Thank you. Brooke.

12. Adjournment

Chairman Stulac motioned to adjourn the meeting. Trustee Dunham seconded. Motion carried 4-0. Ayes by all present, Chairman Stulac, Vice Chairman Garcia, Trustee Dunham, and Trustee Lufrano. Secretary/Treasurer Siegman was absent from the meeting.

Meeting adjourned at 6:52P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Russ Siegman**

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