

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
September 18, 2013
6:00 P.M. Regular Meeting

Trustees Present: Chairman Brian Patrick, Vice Chairman Chris Johnson, Secretary/Treasurer Bill Eisele, Trustee Denise Pierini and Trustee Ronny Lynch.

Staff Present: General Manager John Lufrano and Administrative Assistant Brooke Thompson.

Others Present: Engineer Tim Russell, Attorney Scott Brooke and Residents Sheila Allen, Julie Abbott Roth and Rick Kohler.

1. Call to Order

Chairman Patrick called the Regular meeting to order at 6:00 P.M. Chairman Patrick requested that all cell phones and pagers be turned off for recording purposes.

2. Pledge of Allegiance: Led by Vice Chairman Johnson. Chairman Patrick stated that the District is 40 years old this month.

3. Approval of Agenda – Chairman

Secretary/Treasurer Eisele motioned to approve the agenda. Trustee Pierini Seconded. Motion passed unanimously.

4. Public Interest Comment: none

5. Discussion and possible action to award a bid to V&C Construction in the amount of \$397,602.50 for the Vista Grande Waterline and Rehabilitation Project which includes approximately 1300 linear feet of new 8 inch water main, new concrete corner ramps and repaving of Vista Grande from Mica to the north side of Highland Estates.

General Manager John Lufrano stated that this is a long awaited project that everyone has recognized through the years. He is pleased to announce that in the forty years since the District has been established this is the first time we have been able to redo a section of road. You have before you the bids that we received along with District Engineer Tim Russell's recommendation. District Engineer Tim Russell stated that he was off three dollars on the recommendation letter but the amount on the agenda item is correct. We received six bids and they were all over the place. V & C Construction is a great company, they have been around for a long time and have done a lot of work here in the valley. He is comfortable recommending them.

Vice Chairman Johnson stated that he finds it interesting that there is a \$160,000 difference between the highest and lowest bids. District Engineer Tim Russell stated that right now some contractors have a lot of work so they are bidding it to get more work and others have little or no work so they are bidding it just trying to keep their guys busy.

Secretary/Treasurer Eisele asked District Engineer Tim Russell if he has worked with this company in the past. District Engineer Tim Russell stated yes I have, V & C Construction is

a great company and they did a lot of work on the pipeline project about 80% of Minden's portion.

Trustee Pierini asked what the phases of the asphalt are. District Engineer Tim Russell stated they are going to bring in a big machine that will grind up about the top six inches of what is currently there and then level it and grade it. They will then come back in and pave it that process will probably take three to four days. The new asphalt will be about three inches on top of the existing base that has been ground up. Where it can the corner ramps will match up nicely.

Chairman Patrick asked about the pipe. District Engineer Tim Russell stated he is hoping they can get the pipe done in about two weeks but once you start digging you never know. Hopefully we don't find anything extremely unforeseen. We have done some pot holing out there and found a sewer line on the upper end of Vista Grande that curves between manholes which is interesting.

Vice Chairman Johnson asked how change orders work. District Engineer Tim Russell stated that the only reason they would be pushed into the spring is if we get a early very extreme winter. You can pave on a sunny day with temperatures over 40 degrees. The construction documents state they need to have the project complete and be done and out of there before Thanksgiving.

Chairman Patrick stated that the money for this project is on hand so we are not going into a hole for this project.

Trustee Lynch stated that he talked with Mr. Brooke about this. V & C Construction stands for Vanwinkle and Crockett and he taught the Vanwinkle's and Crockett's about 25 years ago. He does not talk to them and has no connection to them.

Vice Chairman Johnson motioned to award a bid to V&C Construction in the amount of \$397,602.50 for the Vista Grande Waterline and Rehabilitation Project which includes approximately 1300 linear feet of new 8 inch water main, new concrete corner ramps and repaving of Vista Grande from Mica to the north side of Highland Estates. Secretary/Treasurer Eisele Seconded. Motion passed unanimously.

Public Interest Comment: none

6. Discussion and possible action to approve amendments to section three of the District's Personnel Policy.

General Manager John Lufrano stated that this is section three of our Personnel policy. Pool Pact has a small organization set of policies that we follow. We meet with our representative and got some suggestions, made changes and had him review it. This is the proposed changes based on that.

Trustee Lynch asked if we have announced openings on our own in the past. General Manager John Lufrano stated yes we have always done it in the past.

Trustee Pierini asked on page 39 at the bottom under providing references, I noticed Human Resources was taken out in other places and not here. She is happy to see the drug screening has been added. General Manager John Lufrano stated he will take Human Resources out on page 39.

Trustee Lynch motioned to approve amendments to section three of the District's Personnel Policy with correction to page 39, taking out Human Resources. Vice Chairman Johnson Seconded. Motion carried unanimously.

Public Interest Comment: none

7. Discussion and possible action to approve an extension to the Interlocal Contract between The State of Nevada and Indian Hills GID regarding State of Nevada Employees' Deferred Compensation program.

General Manager John Lufrano stated that this is an interlocal agreement that we have had with the State. This offers deferred compensation to employees and there is no cost to the District.

Trustee Lynch asked what this is, do the employees invest money into this program and they will invest it for you. General Manager John Lufrano stated yes it is. Mr. Taylor signed the previous one and I assume I can sign this one unless you guys have a problem with it.

Chairman Patrick stated no that is fine.

Trustee Pierini motioned to approve an extension to the Interlocal Contract between The State of Nevada and Indian Hills GID regarding State of Nevada Employees' Deferred Compensation program and to authorize General Manager John Lufrano to endorse it. Trustee Lynch Seconded. Motion approved unanimously.

Public Interest Comment: none

8. Reports to the Board:

a. General Manager Report

District General Manager John Lufrano reviewed his report with the Board. He stated he is looking to hold a workshop with the Board to have a discussion about parks, streets, open space and CC&R's within the District.

I need some dates and times that would work for the Board.

Trustee Lynch stated that he has been working over on the Sunridge side and John has been very helpful. It has come to his attention that there are a lot of things we cannot do because in the past money was not put aside and now it is hitting us. John does not have enough money or people to do everything so a lot is going downhill. When people come into an area the first thing they do is look at the parks. John and the staff are doing the best they can. We need to do something here. Where and when do you decide what to do. It is troubling to me, I feel like there is a big mountain and I am not getting much done.

Secretary/Treasurer Eisele thinks the workshop is a great idea.

Trustee Pierini agrees but would like to request a Monday or Sunday if that works for the rest of the Board.

Vice Chairman Johnson is all for the workshop.

Chairman Patrick stated that he was looking at the cost of the road project. We have 12 miles of roads, if we redo a quarter of a mile of road every year it would take us 48 years to completely redo all the roads. Somewhere there has to be a way to figure this out. We are in a position as a Board to look at the parks and the possibilities that we have that might not be too costly. I am all for picking a date. The Board decided to have the workshop before the Board meeting on October 16, 2013 from 5:00-7:00PM and start the Regular Board meeting at 7:00PM.

General Manager John Lufrano advised the Board the Scott Shook resigned and he has filled that position with Matt Bell who was extremely interested in that position. Dave Wright is very happy with this transition and it has worked out well for the District and its future. I have Matt's position open in

Parks and Streets and now that Section three of the personnel policy is approved and updated I can now advertise for that open position.

The online bill pay is going to have an initial cost of \$1,100.00. There is a \$.79 fee and a 2.99% per transaction fee that the resident would pick up. On an \$80.00 bill it would be an additional \$3.18 if residents chose to use this service. There is a monthly fee of \$24.95 to the District and the initial set up cost of \$1,100.00.

Trustee Lynch stated that he does online bill pay through his bank, is this a duplicate to that. Do you feel it is something we need to offer. General Manager yes it is but we have been asked to look into it. I do not feel we need to offer it. We have the box out in the parking lot that is available 24 hours a day.

Chairman Patrick asked if we should try it for a year and see if it works.

Trustee Pierini stated that she is not in favor of any additional costs, but if the majority agrees with this she recommends getting a number to see how many people would utilize this service.

General Manager John Lufrano stated that this is the future and the way things are moving.

Vice Chairman Johnson asked if anyone else expressed interest in this. He stated that he doesn't think he would pay the fees to use this service. He does not think we should do this, he can do it through his bank. He appreciates John looking into this but he does not think it is worth it.

Public Interest Comment: Resident Sheila Allen stated that this is an extra expense that is not needed. Resident Rick Kohler stated he is a banker by trade and these numbers do not make sense to him. Resident Julie Abbott Roth stated that the monthly charge seems like a lot.

General Manager John Lufrano stated that we have started the Senior Lunch Program and the average is about 15 people each time. I believe it is a success and there seems to be new faces each time. I am glad we started this program.

Chairman Patrick stated that he has a problem with the big Board table. It is too big and clumsy. As a Chairman I cannot see the other Board members. It is a hindrance to people using this room because it is so big and cannot be moved. I wonder if this table is necessary, how does the Board feel about this table.

Secretary/Treasurer Eisele stated that it is a large table but the one that we had before was too small and open on the bottom. Normally they have a horseshoe table for Board meetings. This is a luxury compared to what we had.

Chairman Patrick stated that if this table becomes a hindrance for the Senior lunch program I would like to get rid of it at that point.

General Manager John Lufrano stated that East Fork Fire came in and right now standing room only we can have 175 people in here, chairs only we can have 125 people and tables and chairs we can accommodate 58 people. These measurements do not include the area where the Board table is. He stated that we can use the Board table for the lunches if needed. General Manager John Lufrano announced that the Dogapalooza is coming up on October 13th. This will replace the Canine Extravaganza that we have had in the past. I approached Gina with Strawberry Fields Animal Rescue and handed the

reigns over to her, She was so excited. We are just letting her use the Dog Park.

Parks & Streets

District General Manager John Lufrano reviewed the Parks and Streets report with the Board.

1. Water

District General Manager John Lufrano reviewed the Water report with the Board.

Trustee Pierini asked if 41 rereads is excessive. Administrative Assistant Brooke Thompson stated that these are not people calling asking for rereads. They are people whose initial read was high so we sent them back out to check before processing the bills. These are things the office staff is catching.

Secretary/Treasurer Eisele asked if we really need all these reports. Normally these don't come into a Board packet they go to General Manager and then he would bring what he feels is needed to be brought to the Board. General Manager John Lufrano stated that these do not take much time to go over but he can do whatever the Board wishes.

Trustee Pierini stated that she likes the reports and it makes her feel like she is in the loop. She is pleased to see that Matt Bell is preparing for his Water Operator in Training Certificate.

2. Wastewater

District General Manager John Lufrano reviewed the Wastewater report with the Board. Chairman Patrick stated that we have a new sewer treatment facility and if any of the public is interested in a tour contact the General Manager and he would be happy to take you out there.

b. District Accountant Report

District General Manager John Lufrano reviewed the Accountant report with the Board.

c. Engineer Report

District Engineer Tim Russell stated that he has been working with John on getting the Vista Grande project out to bid. He has been talking with John and Stacie and looking at water and sewer budgets and income. Looking ahead and trying to plan. Valley Vista 7, Amber Hill looks like it may start up soon. It is no longer bank owned it is owned by a company out of California. They have a few things they need to clean up before the County will allow them to proceed. There are 36 lots over there. They need to clean up and grade in a trail connecting Valley Vista Park and James Lee Park. I think we will see some activity in the next 3-6 months.

d. Attorney Report

District Attorney Scott Brooke stated that he is pleased to announce that he has been advised by the Attorney for SSR, Inc. the owner of the Ski Pond that they have accepted the proposal that we have been working on for a long time. He will draft an agreement and be bringing it back to the Board next month. It was essentially the same offer that we proposed before they got and Attorney involved.

Public Interest Comment: none

9. Discussion and possible action to approve Draft Minutes from the July 17, 2013 Board Meeting.

Trustee Lynch motioned to approve Draft Minutes from the July 17, 2013 Board Meeting. Vice Chairman Johnson Seconded. Motion carried unanimously.

10. Chairman and Trustees Reports, Correspondence.

Chairman Patrick stated that the next Board meeting will be on Wednesday October 16, 2013. The workshop will be from 5:00PM-7:00PM and the Board meeting will start at 7:00PM.

11. Adjournment

Secretary/Treasurer Eisele motioned to adjourn the meeting. Vice Chairman Johnson seconded. Motion passed unanimously.

Meeting adjourned at 7:04 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Bill Eisele**