

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
October 16, 2013
Workshop 5:00 P.M.
7:00 P.M. Regular Meeting

Trustees Present: Chairman Brian Patrick, Vice Chairman Chris Johnson, Secretary/Treasurer Bill Eisele 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 Kathryn Clark-Ross, Dale Morlan and Marilyn Foster.

5:00 P.M. - Workshop

1. Indian Hills General Improvement District Board of Trustees' workshop. This is for discussion only and no Board action will be taken.

General Manager John Lufrano explained that we have broken down each Park and what each park consists of, Open space and trails, Right of Ways, Streets and what we currently have and then the CC&R's as they exist in the District now. Let's just start with the Parks. We will keep a wish list and prioritize for next year's budget.

- Parks

- James Lee Park-

General Manager John Lufrano stated that he feels we need a tot playground we have others but we do not have one for the tots. Field one is getting a lot of use and it is in need of help. The restrooms are in need of some type of heating. They freeze in the winter time because they were never set up to be year round facilities. They are steel buildings. We literally put in space heaters to help prevent the freezing but we have yet to be successful.

Trustee Lynch asked if we could put in a Sani-hut in the winter time. Secretary/Treasurer Eisele would like to see a community center.

- South Park-

General Manager John Lufrano stated that we will need to start considering replacement of the pathway. Other than that I think the park has everything it needs right now. Chairman Patrick would like to see tennis courts and a putting green.

- North Park-

General Manager John Lufrano stated that the perimeter of North park needs to be considered and restrooms at both North and South Parks have always been talked about.

- Valley Vista Park-

General Manager John Lufrano stated we are good, in the spring we will start thinking about phase 3 which is County funded.

Resident Kathryn Clark-Ross asked about the skate park and the condition of the concrete. General Manager John Lufrano stated that the concrete is good, no cracks and the seal really helped.

Trustee Lynch stated that the office landscaping should be the best in the District. It is not and it's only because we do not have the money.

Chairman Patrick stated that he does not want this to turn into a bashing session about things. I want to day dream. If money was not an issue what would you like to see happen. I would like to see a bocce court and a swimming pool.

Trustee Lynch stated that taking care of what we have is just as important as a dream and his dream is to take care of what we already have.

General Manager John Lufrano stated that it all starts with more seasonal employees. We have cut out 3 positions in parks and streets in the last 2 years. We didn't cut back in our parks and we cannot keep up.

Secretary/Treasurer Eisele stated that his concern is not being able to crack seal any of the streets. Chairman Patrick stated that no one has mentioned grant money and if you do not go looking for it you will not find it. District Attorney Scott Brooke stated typically you go out to the community to see what they want and then go find the funds. Chairman Patrick would like to see a community garden. General Manager John Lufrano stated he can talk to Tom Dallaire with the Town of Gardnerville about the gardens.

- Streets

Trustee Lynch stated that we really need the weeds in the streets to be sprayed. It is really bad, there are cattails and trees growing in some of the cracks. General Manager John Lufrano said we are trying to play catch up and if we had more man power we could do a better job of it. General Manager John Lufrano stated that we need to look at going in and cleaning out the drainage basins. We have a good program for storm drains. We have the road index done on this side. We need to get a handle on the sidewalks. We incur a huge cost to replace these when they are damaged by tree roots. I am looking at one right now that will cost \$5,000. I would like to bring this back to the board and have a serious discussion and maybe create a policy. We have 14 miles of streets. Chairman Patrick stated there are ways to deal with this we just need to figure it out. General Manager John Lufrano stated that we have money in the budget now to replace this but homeowners should be responsible for any damage to the sidewalk caused by roots. Trustee Lynch stated that Reno will send you a letter to fix it and if you do not then they will fix it and bill the homeowner. General Manager John Lufrano stated he will bring it back to the Board for discussion.

- Open Space

General Manager John Lufrano stated we have four open space areas Valley Vista which is the trail from Valley Vista Park to James Lee Park. There is not a lot that we do with our open space areas. The disc golf course is still moving forward, he intends to build the pads and install the baskets soon. He is trying to get donations for the baskets. Easterling trail we drag it out and trim shrubs. Coloma Trailhead we took out all the grass last year, planted shrubs and brought in decomposed granite in an attempt to cut back on the maintenance. The Canyon trails we will go drag out the heavy used trails. We have control over the trash now. District General Manager John Lufrano stated that the County has sent several notices to homeowners in the

District. The problem is that this program is complaint driven which is not a good thing. The County has noticed about 100 people. The policy has not changed but they realized there is an issue pitting neighbor against neighbor. Vice Chairman Johnson would like to see a RV parking area for residents who would pay a nominal fee to store recreational equipment.

- Right-Of-Ways

General Manager John Lufrano stated our right-of-ways consist of South Sunridge Islands, Mica Islands, Mica Tiers and Opalite Trees. These areas do not have a recreational value to them they have an esthetic value. South Sunridge Islands water was cut off when Jim was here. Mica Tiers need to be addressed sooner than later. Irrigation was pulled Jim's last year here. I do not think they represent the East side of the District very well. They need to look more presentable. Those walls structurally are failing and we need to consider fixing them in a hurry. There is nothing there. Opalite trees I would like to wait until the Board meeting as it is on the agenda tonight.

- CC&R's

District General Manager John Lufrano stated that these are all the CC&R's in the District most of them speak to the appearance of front yards. Ridgeview Estates, Highland Estates and Impala M.H.E all have CC&R's but nothing that speaks specifically to front yard appearances. General Manager John Lufrano stated that he has spoke to all Board members and we all feel like we want to improve the appearance of the District. I would like to send a letter asking residents to clean up the weeds in their front yard. We broke out the areas on the map attached and provided an overview of each sections CC&R's. Trustee Lynch stated that in Chichester Estates they have spelled out what you can and cannot have. Secretary/Treasurer Eisele would like to see what the County's ordinance says. District Attorney Scott Brooke stated that the County has the authority but they do not exercise it. You have the opportunity to enter an agreement with the County to exercise their authority, use their powers. Chairman Patrick stated then you would become an agent of the County. District Attorney Scott Brooke stated that the reason the county does not exercise it is because they are walking into a hornet's nest. It is difficult; they get incredible push back from the community and have been in a lawsuit. Vice Chairman Johnson stated that a lot of these people just do not care. Secretary/Treasurer Eisele stated that a lot of these people are renters and do not care we need to get a hold of the owner's. Chairman Patrick stated we need to get that sense of community from the people who live here. General Manager John Lufrano stated that we have almost 99% compliance from the trees and shrub letter. It is working great but there is still a lot that needs to be done.

Resident Kathryn Clark-Ross stated that we use to have an award for the most improved house, we should do that again. The lunches are a great way of reaching out to the community. The day Chris came they bombarded him, they had a complaint and he took care of it. The Board is not real popular with the public and they think Chris is a hero now. The Board should come to the lunches. General Manager John Lufrano stated that is not what the lunches were designed for they need to come to the meetings and express concerns to the entire Board. Does the Board want me to bring this back to them for further discussion. Chairman Patrick stated yes please do. Maybe cut down the overview more.

Resident Marilyn Foster stated that she received a letter about her shrub. She took care of it but she is 84 years old and she keeps her property up. She walks everyday and there are all kinds of problems not just hers. 3409 and 3411 Smoketree are an eyesore to the community. Garbage cans should also be behind a fence. One of your old Board members is not in compliance and has a trailer not behind a fence. Why aren't these property owners told they have CC&R's to follow. General Manager John Lufrano stated that several people have received the same letter and we are trying to get that buy in from the community to help with this issue. We have no way to enforce the CC&R's

7:00P.M. - Regular Meeting

2. Call to Order

Chairman Patrick called the Regular meeting to order at 7:00 P.M. Chairman Patrick requested that all cell phones and pagers be turned off for recording purposes.

3. Pledge of Allegiance: Led by Vice Chairman Johnson.

4. Approval of Agenda – Chairman

Trustee Lynch motioned to approve the agenda. Vice Chairman Johnson Seconded. Motion passed 4-0, Trustee Pierini absent from meeting.

5. Public Interest Comment: Resident Kathryn Clark-Ross stated that she wanted to make sure everyone knew about the senior lunches in the Board Room every Wednesday and Friday.

6. Discussion only on the status of the trees behind the homes on Opalite.

Resident Kathryn Clark-Ross provided a DVD showing the planting of the Opalite trees. Kathryn explained that the community invested time and a lot of hard work to get these trees planted. People were throwing garbage over their fences onto that land. The trees were planted in 2002 and the District maintained them for ten years.

Chairman Patrick stated that there is no board minutes about how these trees came about or why. Kathryn stated that the reason for the trees was to beautify the neighborhood, and to block the freeway. They have grown a ton in ten years. Three years ago Indian Hills decided to cut the water off. Since the water has been off eight trees have died and were torn out. Now we are letting them die from no water and maintenance. I am sick about this. People have been calling repeatedly about this issue. We are talking about improving our neighborhoods and we have something beautiful and now we are letting them die.

Trustee Lynch asked if they planted evergreens too. Resident Kathryn Clark-Ross stated yes they planted 250 trees total in three days. Jim Bentley got the money from a grant for those trees.

Chairman Patrick stated that there is no record of a grant. We have no records of how this all came about.

General Manager John Lufrano stated that when he came on board almost five years ago this issue with the trees was brought up. Staff was saying there were a lot of issues with the trees

and keeping them alive. The upper portions of several trees were already dead. The issue is the irrigation; there was no water pressure to the upper trees. It was done inadequately in the beginning. I took a picture looking down from the highway which shows that there are huge trees blocking all these homes that are in backyards. The homeowners are responsible for the maintenance of trees in their yard. All tax payers should not be responsible for the commotion and light from the highway for 12 homes. In 2006 we used 234,000 gallons of water, in 2007 1.5 million gallons of water was used to irrigate these trees. I do not feel that our tax dollars should be going to this it is for our Parks, Streets and Administration. Is this where we want to spend our tax dollars to maintain these trees that are really only serving 12 people. We have to stop the hemorrhaging with the tax payer's dollars. I spoke to NDOT and asked them what happens if all the trees die and I pull them out. NDOT said that the right of way will become null and void. I received an estimate from a landscaper to properly install irrigation and it will cost almost \$4,000 which will be in three sections. I am struggling with the annual cost we incur for these trees. I understand Kathryn's passion for this she put a lot of work into it.

Trustee Lynch asked if we put the irrigation system in would it be less water. General Manager John Lufrano stated yes but only because there are less trees. There will still be a cost to the District for the watering. I wish Jim Bentley never did this. I do not think it was in the best interest of the taxpayers as a whole.

Secretary/Treasurer Eisele asked if we would still maintain this area if all trees died. General Manager John Lufrano stated yes only the pocket of trees.

Chairman Patrick stated the original issue was to clean it up of trash and debris. Now we have people living in the trees that were planted.

Kathryn stated she has taken groups out there to clean up the garbage. The homeless people live in the gully not in the trees. It is not just for the 12 homes it is also driving down from the highway. It looks much better with the trees.

Chairman Patrick stated that it is not the District's responsibility to create a sound barrier there. You moved by a highway. The cost of taking care of this becomes the burden for 5,000 other people.

Kathryn stated that the apartments were supposed to pay for the water. General Manager John Lufrano stated that we have no record of that and he is not sure why the apartments would agree to that, the trees don't even come down far enough to block the apartments. We would not have gone in and put a meter in on the irrigation if that was the case. We could not find anything talking about a grant for the trees.

Trustee Lynch asked why the apartments would agree to pay for the water and if they did why did we have to take it over. General Manager John Lufrano stated that information is not available. Chairman Patrick stated that anything that is monetary should be voted on by the Board or in a report to the Board and there is no record, which bothers him. General Manager John Lufrano stated that he asked Douglas County to come out with their big water tankers to get some water on the trees.

District Attorney Scott Brooke suggested that as soon as you have all the facts together the next step would be for John to put together a summary and bring it back to the Board to take action on.

Public Interest Comment: none

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

General Manager John Lufrano stated that this is section four of our Personnel policy. We have been trying to do this as we go. We used Pool Pact who has a small organization set of policies that we follow and blend the two together. There are a lot of small changes. This is the proposed changes based on that.

Trustee Lynch asked on page 6 number 2 longevity pay what is that? General Manager John Lufrano stated that we do not have longevity pay and he will strike it out. We can also take out hazard duty pay. Trustee Lynch asked on page 7 number 3 he is confused in the wording in the last part if however an exempt employee. District Attorney Scott Brooke stated this is talking about hours expected to be worked by an exempt employee. They have to get their job done; they do not get to go home after 40 hours however if they are working 60 hours on a regular basis the District should evaluate why. Trustee Lynch asked on page 10 number 2 what is a y-rated employee. General Manager John Lufrano stated that is when an employee is topped out. If we see a reason we can give them an increase. Trustee Lynch asked on page 11 first paragraph please explain that to me 4.9.2. District Attorney Scott Brooke stated that means that an employee is eligible for a step increase based to some degree on time of service and if that is affected by layoffs or leave of absence the anniversary date is adjusted to account for the time the employee did not work. Trustee Lynch asked what a flat rate salary is. District Attorney Scott Brooke stated that some classes have a range and others have a flat rate period, no range. General Manager John Lufrano stated our seasonal employees are on flat rates.

Vice Chairman Johnson stated that the or on page 5 under 4.5 should be struck out as well and on page 12 4.12 strike the or.

Secretary/Treasurer Eisele motioned to approve amendments to section four of the District's Personnel Policy with removing longevity pay and hazard duty pay on page six and striking out or on page five and page twelve. Vice Chairman Johnson seconded. Motion carried, 4-0 Trustee Pierini absent from meeting.

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 has been busy with employee evaluations and updating two job descriptions. He went around the entire District with the appraiser. He has decided not to include the parks and streets report every month. There is so much mundane stuff in there. If there is anything significant he will include it in his manager's report.

Trustee Lynch asked about the mixer. General Manager John Lufrano stated that the sludge trailer was rolled into the Sewer project loan so that money was not spent. I did not know that two months later the mixer would go out

so he wants to combine this \$11,000 with the \$9,000 in the budget to cover the two mixers.

Vice Chairman Johnson asked if it is normal for the mixers to go out. General Manager John Lufrano stated yes it is due to the toxic environment they are in. Each basin has two we pulled one out of the South basin and put it in the North basin.

General Manager John Lufrano stated that he is proposing to install two signs in the District. There are people who do know that Sunridge is part of Indian Hills. There are two locations one at the Mica Island and tiers and one at the planter box by The Indian Hills Plaza sign. I have talked to the property owner and he is ok with us placing the sign there. Each sign cost \$2,000; I just want to try to get some sense of community.

Trustee Lynch said that if we put the sign where you want to put it someone has to start cleaning it up it is very trashy on the left side of the road. District Attorney Scott Brooke stated that if John is just giving you a heads up that he is going to do something that is one thing but if he is asking for direction it needs to come back on the agenda. The name is Indian Hills GID if you are going to label one subdivision then you should do it for all. General Manager John Lufrano stated that there are about five on this side and one on the other side.

Chairman Patrick stated that he would like this to be brought back to the Board for approval as this is a Board responsibility to approve. It is in a report and not on the agenda.

General Manager John Lufrano asked if the Board is interested in a new logo. Trustee Lynch asked what is wrong with the logo we have.

General Manager John Lufrano stated people have said it is stick figures and not very attractive. Secretary/Treasurer Eisele asked that this be brought back to the Board.

Vice Chairman Johnson asked if Douglas County charged us for the street line stripping. General Manager John Lufrano stated no they called and asked if we could use some as they had some left over.

Public Interest Comment: none

1. Water

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

2. Wastewater

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

b. District Accountant Report

District General Manager John Lufrano reviewed the Accountant report with the Board. Chairman Patrick asked if we have a separate set of books for this street project. General Manager John Lufrano stated yes we are paying on the water portion from water and sidewalks and repaving from streets.

c. Engineer Report

District Engineer Tim Russell stated that the contractor has been working on the water line. They will pressure test the line in the next week or so and then start the tie in with the homes. There will be a very short disruption of service for the residents. They will be done by the first part of November; everything seems to be going fairly well.

d. Attorney Report

District Attorney Scott Brooke stated that he prepared a final agreement on the Ski pond issue but has not had a response back yet. There has been a fair amount of delay. He expects to see this back next month.

Public Interest Comment: none

9. Discussion and possible action to approve Draft Minutes from the September 18, 2013 Board Meeting.

Secretary/Treasurer Eisele motioned to approve Draft Minutes from the September 18, 2013 Board Meeting. Vice Chairman Johnson Seconded. Motion carried, 4-0 Trustee Pierini was absent from meeting.

10. Chairman and Trustees Reports, Correspondence.

Vice Chairman Johnson stated that the Dogapalooza was a fun event.

11. Adjournment

Secretary/Treasurer Eisele motioned to adjourn the meeting. Vice Chairman Johnson seconded. Motion passed, 4-0 Trustee Pierini absent from the meeting.

Meeting adjourned at 8:09 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Bill Eisele**