

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

Chairman Denise Pierini	Vice Chairman Brian Patrick	Secretary/Treasurer Bill Eisele	Trustee Art Baer	Trustee Dianne Humble
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Public Hearing and Regular Meeting

March 16, 2011

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.

Disclosure: Trustee Eisele discloses that District Analyst Human Resources & Community, Sandi Eisele is his daughter-in-law.

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

AGENDA

1. Call to Order
Request that Cell Phones and Pagers be turned off for recording purposes.
2. Pledge of Allegiance
3. Approval of Agenda – Chairman

4. **PUBLIC HEARING**

- a. **Discussion** only on the Intent of the Board of Trustees of the Indian Hills General Improvement District, Nevada, to amend the water and sewer rate schedule of fees to include a standby water fee and a standby sewer fee for residential and commercial customers (Jim Taylor)

- Public Comment

- b. **Discussion** only on the Intent of the Board of Trustees of the Indian Hills General Improvement District, Nevada, to implement a service charge of \$25.00 for a) when a customer requests that water be turned on or off, b) when a meter re-read is requested and the read proves to be correct, c) when checking for a leak if a leak is located and is found to be the customer's responsibility. (Jim Taylor)

- Public Comment

c. **Close Public Hearing**

5. **Open Regular Meeting of the Board of Trustees**

6. **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 item 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 taking immediate action on, or discussing, issues raised by the Public that are not listed on this agenda.

7. Discussion and possible action to adopt Resolution No. 2011R-01 to amend the water and sewer rate schedule of fees to include a standby rate for water and sewer monthly rates and to implement a service charge of \$25.00 for certain services. (Jim Taylor)

8. **Reports to the Board:**

- a. **General Manager Report**
 - 1. Parks & Streets
 - 2. Water
 - 3. Wastewater
- b. **District Analyst-Community & H.R. Report**
- c. **District Accountant Report**
- d. **Engineer Report**
- e. **Attorney Report**

9. Discussion and possible action to amend the Water Service Policy to include a standby monthly rate, a \$25 service charge as adopted in Resolution Nos. 2011R-01 and to impose a \$500 fine for tampering with a meter. (Jim Taylor)

10. Discussion and possible action to amend the Sewer Service Policy to include a standby monthly sewer rate as adopted in Resolution No. 2011R-01. (Jim Taylor)

11. Discussion and possible action to amend the Will Serve Policy to require an expiration date of one year on will serve letters. (Jim Taylor)
12. Discussion and possible action to make additions to Snow Removal Policy 2010P-01. (Bill Eisele)
13. Discussion and possible action to amend Snow Removal Policy 2010P-01. (Dianne Humble/Jim Taylor)
14. Discussion and possible action to approve Draft Minutes for the February 16, 2011 Board Meeting.
15. Discussion and possible action to hire an Interim General Manager from a temporary hiring agency and to consider all other options and alternatives that will assist our Board of Trustees to fill the vacancy left by the resignation of our General Manager. (Denise Pierini)
16. Discussion and possible action to advertise for the position of General Manager. (Denise Pierini)
17. Discussion and possible action to allow Mr. Jim Taylor to stay on with the District in the capacity of consultant to the Board, to work with the Interim General Manager on affairs concerning the District and to set Mr. Taylor's hours and appropriate pay scale. (Denise Pierini)
18. Discussion and possible action to adopt two regularly scheduled monthly Board Meetings to assist with further direction that the District may have to implement during the absence of a full time General Manager and until a suitable replacement can be found. (Denise Pierini)
19. Discussion and possible action to adopt the Tentative Budget for Fiscal Year 2011-2012 (Jim Taylor)
20. 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.
21. Adjournment.

This agenda is posted at www.indianhillsnevada.com and at the following locations:

District Main Office, 3394 James Lee Park Road

Sheriff's Sub-station, 3587 N. Sunridge Drive

Silver City RV Park, 3165 Hwy 395

Indian Hills Chevron/Food Mart, 915 Mica Drive

As of 8:30 A.M., March 11, 2011 by

Karen Zimmer

3-10-11
3/10/11

PLEASE TAKE NOTICE: ALL BOARD OF TRUSTEES MEETINGS BEGIN AT 6:00 P.M.

**INDIAN HILLS GENERAL IMPROVEMENT DISTRICT
NOTICE OF PUBLIC HEARING
TO AMEND THE MONTHLY SERVICE FEES FOR
WATER AND SEWER TO INCORPORATE STANDBY
CHARGES AND ADOPTION OF A SERVICE
CHARGE FOR WATER METER TURN
ON/OFF, REREADS AND CHECKING FOR LEAKAGE
AT A METER**

PLEASE TAKE NOTICE that at the Board Meeting of Wednesday, March 16, 2011 at 6:00 P.M., the Board of Trustees of the District will hold a Public Hearing to consider adoption of a Resolution amending the current water and sewer service fees charged by the District. The Public Hearing will be held at the IHGID Boardroom, 3394 James Lee Park Rd. #A, Carson City, NV 89705. The public is invited to attend the March 16, 2011 Board of Trustees meeting where the Board will discuss the water and sewer fees. Public comment is also invited in person at the scheduled Public Hearing.

The monthly water basic service fee for water service provided by the District is based on a customer's metered line size and ranges from \$24.16 per month for a ¾" meter size up to \$862.25 for an 8" meter size effective November 1, 2010. The monthly flat sewer rate is \$28.69 per EDU (equivalent dwelling unit). When a resident leaves home for a long period of time or commercial customers turn off irrigation systems in the winter, they have both been charged the full water monthly service fee associated with their metered line size and the full monthly flat sewer fee.

The Board is considering a Proposed Action to implement standby charges that would take effect when a resident leaves for at least 45 days or for commercial accounts that are irrigation only. The water must be shut off by the District or verified by the District. When the monthly water use meter readings are taken there can be no water usage showing. The proposed standby water monthly basic service fee regardless of meter size for residential customers would be half of the current lowest basic monthly service fee (\$12.08 currently). Commercial customers' standby fee would be the current lowest basic monthly service fee (\$24.16 currently) regardless of meter size. The proposed standby monthly sewage fee for all customers would be half of the flat monthly sewer fee (\$14.35 currently). When a customer calls to request that water be turned back on or when staff sees water usage, both water and sewer fees will go back to the full amount, currently \$24.16 or higher based on the water meter size and a \$28.69 monthly flat sewage fee per EDU.

The Board will also consider a Proposed Action to implement a service charge of \$25.00 for: a) when a customer requests that water be turned on or off, b) when a meter re-read is requested and the read proves to be correct, c) when checking for a leak if a leak is located and is found to be the customer's responsibility.

Questions regarding these Proposed Actions may be directed to the District office at 775-267-2805 or write to the District General Manager at 3394 James Lee Park Rd. #A, Carson City, NV 89705.



INDIAN HILLS GENERAL IMPROVEMENT DISTRICT

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

MEMORANDUM

DATE: March 11, 2011

TO: Concerned Residents, Customers and Public

FROM: Bill Eisele, Secretary/Treasurer

SUBJECT: MARCH 31, 2011 SOCIAL GATHERING OF BOARD OF TRUSTEES

Please be advised that the Indian Hills General Improvement District Board of Trustees is scheduled for a social lunch gathering at IHGID on March 31, 2011.

A quorum or all trustees may attend this gathering. There will be no business discussed or action taken.