

**Minutes
Indian Hills General Improvement District
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
September 26, 2007
Special Meeting
6:00 P.M.**

Trustees Present: Chairman Brian Patrick, Vice Chairwoman Laura Lau, Secretary/Treasurer Denise Pierini, Trustee William Eisele, Trustee Kathryn Clark-Ross

Trustees Absent: (none)

Staff Present: General Manager Dennis Longhofer, District's Attorney Chris Jenkins, Executive Assistant Vicki Reifer

Others Present: Ron Lynch, Art Baer, Penni Eisele

1. **Call to Order:** Chairman Patrick called the meeting to order at 6:03 P.M.
2. **Pledge of Allegiance:** Led by Chairman Patrick.
3. **Approval of Agenda:** *Trustee Eisele moved to approve the agenda as presented. Seconded by Trustee Clark-Ross. Motion carried unanimously.*
4. **Public Interest Comment:** Ron Lynch commented on various streets and parks improvements in Sunridge. He was glad to see taxpayers' money at work.
5. **Discussion and possible action on Awarding Bid for Metal Storage Building at the Wastewater Treatment Plant to Central Sierra Construction in the amount of \$88,375:** General Manager Longhofer informed the Board that two bids were received. Maxim Construction bid \$89,153. Central Sierra Construction bid \$88,375. General Manager Longhofer recommended awarding the bid to Central Sierra Construction.

Public Interest Comment: Ron Lynch discussed the reputable work from Central Sierra Construction for construction of several buildings for Douglas County's Mosquito Abatement. Art Baer inquired on what the District would be getting for \$88,375 other than just a roll up door. He inquired as to the District's cost to have Douglas County as the project manager for the dewatering building project. He inquired on what services would be provided by HDR Engineering for the dewatering project considering that the District would be paying HDR \$113,527.

General Manager Longhofer discussed construction specifications for the dewatering building including its size and usage. General Manager Longhofer clarified that HDR Engineering would be providing engineering design services for the centrifuge dewatering project. HDR Engineering will prepare design drawings and specifications. HDR will also provide contract documents, manage the bidding phase, analyze the bids and assemble a recommendation packet.

Public Interest Comment: Art Baer questioned the reasons that HDR Engineering would be needed because the centrifuge dewatering system is a pre-engineered, pre-designed package unit. General

Manager Longhofer responded that the dewatering system is not a pre-engineered designed system in that the centrifuge system includes and is not limited to pumps, storage tank, pipes from the wastewater plant and drainage pipes. The District will be reimbursing the hourly wage of Douglas County's Project Manager Scott McCullough for time spent on the centrifuge dewatering building project.

Trustee Clark-Ross moved to award the bid for Metal Storage Building at Wastewater Treatment Plant to Central Sierra Construction in the amount of \$88,375. Seconded by Trustee Eisele. Motion carried unanimously.

- 6. Discussion and possible action to approve a Pathway Easement Agreement with property owners Christina M. Harper and Tod A. Harper to connect Vista Park with James Lee Park:** General Manager Longhofer informed the Board that the District's cost for the easement was \$10.00. He explained that the District offered to build the Harper's a fence on the sides of the property adjacent to the trail at a cost not to exceed \$6,500 which will be considered by the Board tonight, agenda item #7.

Public Interest Comment: (none)

Trustee Clark-Ross moved to approve a Pathway Easement Agreement with property owners Christina M. Harper and Tod A. Harper to connect Vista Park with James Lee Park. Seconded by Chairwoman Lau. Motion carried unanimously.

- 7. Discussion and possible action to approve an estimate for fence material and labor, not to exceed \$6,500:** General Manager Longhofer mentioned that another bid was received verbally and that the lowest estimate was \$5,900. He explained that District staff would be replacing boulders to keep off road vehicles off the trail. General Manager Longhofer discussed the difference in costs per square foot.

Trustee Clark-Ross inquired if the fence installation could be performed by District staff. General Manager Longhofer responded that District staff is working on other capital improvement projects at the time.

Public Interest Comment: (none)

Trustee Eisele moved to approve an estimate from Florence Fence for fence material and labor, not to exceed \$6,500. Seconded by Trustee Clark-Ross. Motion carried unanimously.

- 8. Discussion and possible ratification of changing the meeting date of the regular monthly Board of Trustees meeting for the month of November 2007 from Wednesday, November 21, 2007 to Wednesday, November 14, 2007:**

Public Interest Comment: (none)

Trustee Clark-Ross moved to change the meeting date of the regular monthly Board of Trustees meeting for the month of November 2007 from Wednesday, November 21, 2007 to Wednesday, November 14, 2007. Seconded by Secretary/Treasurer Pierini. Motion carried unanimously.

9. **Discussion and possible action on scheduling an outdoor Holiday Lighting and Decoration Contest and to approve the Prize for First Place at \$200, Second Place at \$150 and Third Place at \$100 or scheduling a Holiday Community Event:** The Board of Trustees discussed options of having the annual outdoor lighting and decoration contest or having a community event in the meeting room including a tree lighting ceremony, food, music, and other festivities and entertainment. Board members commented on several alternatives for awarding the outdoor lighting and decoration contest winners rather than giving three winners a check. Options discussed were giving several winners, in various areas of the District, a ham or turkey, or giving several winners a \$25.00 gift certificate to Target, Wal-mart or Home Depot.

Public Interest Comment: Penni Eisele recommended that members of the community participate in the outdoor holiday lighting and decoration contest and place their vote for best lights in the main office. Ron Lynch stated that some residents that decorate might not necessarily need money. He recommended that the District give to families or children in need within the community.

Board members discussed the importance of getting the community more involved by promoting more community and recreational activities. The Board discussed the District's cost to promote Holiday activities and events. General Manager Longhofer clarified that recreational events and activities expenditures are budgeted each fiscal year. The Board suggested that a cost analysis be conducted on Holiday activities and events. General Manager Longhofer reminded the Board that the District's next newsletter would be published in October and suggested that the Board make a decision in order to promote and advertise upcoming Holiday season events.

Trustee Eisele moved to hold an outdoor Holiday Lighting and Decoration Contest and to approve a Holiday Community event, not to exceed \$1,200. Seconded by Trustee Clark-Ross. Motion carried unanimously.

The Board of Trustees suggested that the District's Recreation staff coordinate the activities for the outdoor holiday lighting and decoration contest and to keep the Board informed.

10. **Chairman and Trustees' Reports:** Trustee Eisele and Vice Chairwoman Lau discussed various beneficial activities conducted at the Nevada League of Cities annual conference including the power workshops, presentations and networking with other local governments.

General Manager Longhofer commented that an invitation for bids for furnishing and delivery of a ROMTEC pre-engineered submersible wastewater package lift station would be published in the local newspapers.

Public Interest Comment: Art Baer commented on the District's upcoming projects and expenditures for a dewatering building and dewatering centrifuge system. He mentioned that most of the District's issues with its sewage might be related to the influent from Douglas County's North Valley commercial area and that the County intends on disconnected the District's sewer line. He asked a question of the Board to ponder if a dewatering system would really be needed when the sewer line from Douglas County North Valley commercial area is disconnected. He commented on maintenance and operational complexities of a dewatering system.

11. **Adjournment:** *Trustee Clark-Ross moved to adjourn the meeting at 6:48 P.M. Seconded by Trustee Eisele. Motion carried unanimously.*

The next regular Board of Trustees meeting will be held on Wednesday, October 17, 2007 at 6:00 P.M.

DRAFT MINUTES ARE NOT APPROVED AND ARE SUBJECT TO REVISION AT THE OCTOBER 17, 2007 BOARD OF TRUSTEES MEETING.