

**Minutes  
Indian Hills General Improvement District  
District Office  
3394 James Lee Park Rd. #A  
Carson City, NV 89705  
May 17, 2007  
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, Administrative Manager Nancy Fredrickson, Utility Billing Coordinator Jimmy Weaver, Customer Service Representative Kathy Martin, Recreation Manager Sandi Eisele

**Others Present:** HDR Engineering Representative Kevin Kennedy, Kohn Colodny Auditor Beth Kohn, Sierra Nevada Soccer Club President Dan Bowler, Jim Murphy, Pat Murphy, Frank Johnson, Riley Evans, Penni Eisele

1. **Call to Order:** Chairman Patrick called the meeting to order at 6:00 P.M.
2. **Pledge of Allegiance:** Led by Chairman Patrick.
3. **Approval of Agenda:** Chairman Patrick asked the Board and members of the public if they requested any agenda revisions. There were no requested changes to the agenda.

*Trustee Clark-Ross moved to approve the agenda as presented. Seconded by Vice Chairwoman Lau. Motion carried unanimously.*

4. **Public Interest Comment:** (none)
5. **Discussion and possible action on approval of Consent Calendar:** Chairman Patrick asked the Board if they had any questions or clarifications on consent calendar agenda items. The Board had no questions and requested no clarifications on consent calendar agenda items.
  - a. **Approval of Draft Minutes of Board Meetings of April 14, 2007, and April 18, 2007.**
  - b. **Acceptance of Budget Status Reports for April 30, 2007.**
  - c. **Acceptance of Bank Accounts' Reconciliation at April 30, 2007.**
  - d. **Acceptance of Paid Current Bills as presented.**
  - e. **Approval of Large Payment to Dinter Engineering for \$6,459.80 and Swendseid & Stern for \$19,676.67.**
  - f. **Proceed to Develop New Professional and Legal Services Contract Terms and Conditions.**

**g. Approval of Amended and New Job Descriptions and Job Titles.**

*Trustee Eisele moved to approve consent calendar agenda items 5a, 5b, 5c, 5d, 5e, 5f and 5g. Seconded by Vice Chairwoman Lau. Motion carried unanimously.*

- 6. Action on items pulled of the Consent Calendar:** No agenda items were pulled from the consent calendar.
- 7. Discussion and possible action to accept a Proposal from HDR Engineering for Design Services estimated at \$113,527 for a New Centrifuge Dewatering System:** HDR Engineering Representative Kevin Kennedy was present at the meeting to discuss HDR Engineering's design services for the centrifuge dewatering project. A PowerPoint presentation focused on HDR Engineering's scope of work for the project. HDR Engineering will provide design and bidding services through four outlined tasks which includes Task 1 – Project Management and Quality Assurance/Quality Control (QA/QC), Task 2 – Predesign Technical Memorandum, Task 3 - Final Design Services, Task 4 - Contract Documents and Bidding Services.

Task 1, Project Management and Quality Assurance/Quality Control (QA/QC), includes the management activities required to ensure the project is completed on time, within budget, and addresses the District's needs and concerns. HDR Engineering will institute and maintain a quality assurance / quality control program for the work performed on the project.

Task 2, Predesign Technical Memorandum, includes a kick off meeting and evaluation of potential centrifuge manufacturers. The kick off meeting will allow HDR Engineering to obtain District input, gather background data and site constraints, and to discuss District concerns and issues. Issues pertaining to equipment selection, layout, control schemes, operating scenarios, and potential operations and maintenance (O & M) concerns will be discussed. HDR Engineering will develop cost estimates for platform mounted, floor mounted or skid mounted layouts and will determine if a single manufacturer or multiple manufacturers of a dewatering system would be beneficial for the District in terms of product reliability and costs. HDR Engineering will review current and future biosolids loads to determine the recommended centrifuge capacity, and evaluate centrifuge manufacturers and models for inclusion in the bidding process. HDR Engineering will prepare a predesign technical memorandum illustrating the proposed project. The technical memorandum will describe key issues identified during the kick off meeting and will provide preliminary lists of specifications and drawings and an opinion of probable construction cost estimate.

Task 3, Final Design Services, includes preparation of design drawings and specifications for the centrifuge dewatering project. Design will be completed in 50% submittal, 90% submittal and final bid document stages. HDR Engineering will conduct four design review meetings with District staff to discuss comments on the 50% and 90% design submittals.

Task 4, Contract Documents and Bidding Services, includes management of the bidding phase by responding to questions and preparation of addenda as needed. Conversations with bidders will be documented, bound and submitted to the District. HDR Engineering will provide contract documents for construction advertisement and bidding purposes for the centrifuge dewatering project. HDR Engineering will attend the bid opening and obtain copies of the bid results, and prepare an evaluation of the bids. HDR Engineering will analyze the bids, assemble a recommendation to award package, and submit those documents to the District.

The cost for work performed by HDR Engineering is estimated at \$113,527. HDR Representative Kevin Kennedy clarified that equipment and installation costs are not included.

**Public Interest Comment:** Riley Evans understood that the dewatering project cost estimate was \$65,000 to \$75,000. He was concerned that the current cost estimate is \$400,000 to \$450,000.

General Manager Longhofer clarified that the original cost estimate was \$450,000 which included the dewatering equipment and the building to accommodate the dewatering equipment. Engineering and installation fees were not included in the original cost estimate. He suggested that connection fees are used to pay for the engineering and installation fees rather than using bond money.

HDR Engineering Representative Kennedy estimated installation costs at \$100,000 to \$200,000 which would be dependant on the intricacy of the system selected.

General Manager Longhofer discussed the reasons for installation of a dewatering system. He explained that the State of Nevada Division of Environmental Protection mandated lining of the sludge ponds at the wastewater treatment plant due to high nitrate levels. The total contact amount to line the east sludge pond was \$57,145. The lining of the east sludge pond was completed on August 18, 2006. The cost to remove sludge from the west pond was estimated at \$450,000. It was more cost effective to abandon the west sludge pond and to install a dewatering system as a long-term remedy.

General Manager Longhofer clarified that the cost for the dewatering equipment and building is estimated at \$450,000, plus the \$113,527 HDR Engineering fees, and approximately \$50,000 or more for installation costs.

The Board of Trustees and General Manager discussed the size and functionality of the building that will accommodate the dewatering equipment. General Manager Longhofer clarified that the building height was necessary in order to accommodate the District's Vac Con truck and street sweeper.

HDR Engineering Representative Kennedy explained that the warranty for the dewatering equipment is usually one year. The District can negotiate an extended warranty. He discussed the cost differences between reliable and good quality dewatering equipment. General Manager Longhofer mentioned that the District might consider purchase of a service contract for the dewatering equipment until District staff becomes familiar with the dewatering system. He stated that the dewatering system might operate two to three days a week.

**Public Interest Comment:** Riley Evans estimated that the cost for the dewatering system is approximately \$630,000 or more. He recalled that the District did not want to get involved with any projects until a total final cost was provided. He questioned the cost for the dewatering building and recommended that the District seek additional building construction companies for bids.

Chairman Patrick commented on the District being more informed as far as engineering, dewatering equipment, building and installation fees.

*Vice Chairwoman Lau moved to accept the Proposal from HDR Engineering for Design Services, not to exceed \$113,527, for a New Centrifuge Dewatering System. Seconded by Trustee Clark-Ross. Motion carried unanimously.*

- 8. Discussion and possible action to approve Conversion of James Lee Park Field #3 from a Baseball Field to Soccer Field with costs not to exceed \$5,000:** Recreation Manager Sandi Eisele informed the Board that field #3 is being utilized more frequently for soccer rather than its original intended use and design for baseball. The smaller dimensions of field #3 were intended to accommodate little league. There is currently no demand for little league. The proposed recommendation is to lay sod in the infield. Sierra Nevada Soccer Club President Dan Bowler was present at the meeting to discuss his non-profit organization's efforts to expand their soccer club with the intention of using James Lee Park as one of their primary locations to play tournaments. He provided an illustration to the Board and members of the community which showed the proposed conversion of field #3. **(Exhibit B)** He stated that Sierra Nevada Soccer Club has been an organization for only two months, but membership has already expanded from twenty to seventy children. The organization is focused on the support and development of competitive youth soccer players. Their long-term goal is to foster the growth of competitive soccer teams which will travel to compete in soccer tournaments in the United States Soccer Club which is a national organization. He mentioned that the District might not have to incur any costs for the field conversion due to possible donations from Sierra Nevada Soccer Club members and sponsors.

Sierra Nevada Soccer Club President Dan Bowler clarified that the smaller field would be used by children ages four through eight. The larger field would be used by children ages nine to twelve. He mentioned that construction of an indoor soccer facility may be an option for the District's consideration which possibly would be funded through donations if the Sierra Nevada Soccer Club is successful. He clarified that the Sierra Nevada Soccer Club members are currently boys but he would like to include girls in the future. He informed the Board that sod would need to be placed in the infield and that the sections of the surrounding fence would need to be relocated or removed. He mentioned that donations might be offered to the District for any labor or material charges to relocate or remove sections of the fence.

General Manager Longhofer explained that the \$5,000 not to exceed amount is to convert ninety six hundred square feet with six inches of top soil and sprinklers. He mentioned that a fence might not be needed and that the grass could be expanded towards the lighted field and towards the street.

**Public Interest Comment:** (none)

*Trustee Clark-Ross moved to approve Conversion of James Lee Park Field #3 from a Baseball Field to Soccer Field with costs not to exceed \$5,000. Seconded by Trustee Eisele. Motion carried unanimously.*

General Manager Longhofer requested to move agenda item #12 before agenda item #9.

*Agenda item #12 was moved before agenda item #9 by consensus of the Board.*

12. **Public Hearing on the previously adopted Tentative Budget for the District for next fiscal year 2007-08, and including adoption of a Final Budget for FY 2007-08, with direction to the General Manager to have the adopted Final Budget for FY 2007-08 prepared on the appropriate forms and timely submitted to the State Department of Taxation:** Kohn Colodny Auditor Beth Kohn was present at the meeting to answer questions from the Board on the final budget. Chairman Patrick requested that each page of the final budget is reviewed and discussed. General Manager Longhofer informed the Board that revisions to the final budget are highlighted in yellow background color.

**General Fund Final Budget Revisions**

- Administration – Office Expense (Page 2, Row 47) Added \$2,000 for a notebook computer for utilization of digital audio recording software.
- Streets – Salaries (Page 1, Row 4) Added 2.5%
- Streets – Salaries (Page 1, Row 5) Added 3.5%
- Streets – Capital Outlay (Page 2, Row 38) Added \$50,000

Trustee Eisele commented on the General Manager's utilization of the vehicle budgeted in the General Fund, Capital Outlay, page 3, row 60 considering that the General Manager receives a \$575 per month vehicle allowance. General Manager Longhofer clarified to the Board that the vehicle will be used by District staff and on occasions by the General Manager when additional passenger space is needed to travel to a meeting or training because his daily vehicle only sits two passengers. He clarified that the budgeted vehicle would not be used by the General Manager for daily driving.

General Manager Longhofer explained to Chairman Patrick that the \$50,000 budgeted for repairs and maintenance supplies in the Parks and Recreation General Fund budget can be utilized to refurbish the tennis court rather than slurry seal of park walkways. Slurry seal of park walkways could be included in agenda item #9, \$200,000 roadway improvements project.

General Manager Longhofer clarified to Vice Chairwoman Lau that the comments indicated in the "NOTES" column of the final budget spreadsheet are not necessarily specific but are examples of improvements.

General Manager Longhofer discussed the salary increases in the General Fund Streets budget. He stated that a majority of employees will receive a 2.5% increase while others will receive a 5% increase. General Manager Longhofer referred to the document in the Board meeting packet titled, "Salary Scale July 1, 2007 (With 2.5% Cost of Living)." He stated that a Street Department employee was not given pay increases in the past and should be earning a salary comparable to that step as indicated in the salary scale document for an employee that has worked for the District for nine years. Secretary/Treasurer Pierini questioned the theory of an employee being entitled to earning a salary that corresponds with his or her step in the salary scale when that employee was denied increases in the past. General Manager Longhofer explained that an employee working for the District for two years should have a salary that corresponds to "Column C, 2 Years." He clarified that the salary scale document shows a 5% step increase per year.

Vice Chairwoman Lau discussed Douglas County's employee performance merit increase process. She stated that the County does not automatically give a 2.5% merit increase to an employee that transfers to a new position or accepts a higher position. She clarified that Douglas County gives salary increases based on performance and that they do not provide a

salary that corresponds to a specific number of work years. Chairman Patrick discussed the common practice of capping salaries with the exception of a cost of living increase only.

General Manager Longhofer explained that the salary scale document shows a longevity increase from "Column G, 6 Years" to "Column H, 9 Years." He mentioned that most employers use a step salary system.

Vice Chairwoman Lau and Secretary/Treasurer Pierini discussed their concerns of automatically giving an employee a salary increase that is comparable to his or her years of service. General Manager Longhofer responded to Secretary/Treasurer Pierini's inquiry that he developed the salary scale based on the highest paid employee's salary with reducing wages 5% in other positions from that highest paid employee's salary. He stated that the District's proposed salary scale will control wages when new employees are hired.

Vice Chairwoman Lau inquired on salaries of higher paid employees being held back in relation to increasing the lower paid employees to match the salary step for their years of service. General Manager Longhofer clarified to Chairman Patrick that the salary for the Field Operations Supervisor was distributed in the fiscal year 2006-2007 General Fund and Enterprise Fund budget. Chairman Patrick questioned the salary increase from \$40,700 to \$49,000 for the Field Operations Tech position. General Manager Longhofer explained that the salary step increase for the Field Operations Tech. is due next fiscal year on the employee's anniversary date with a 2.5% cost of living and possible merit increase. The Board of Trustees, District staff and District Auditor discussed pay increases for several Field Operations positions.

Kohn Colodny Auditor Beth Kohn mentioned that many local governments conduct a compensation study to ensure that their staff is being paid fairly. She stated that it is not unusual for a wage to be modified or adjusted based upon a compensation study's revised salary schedule. She responded to Vice Chairwoman Lau's inquiry in regards to salaries of higher paid employees being held back. She has never encountered a decrease in wages for over compensation based upon a compensation study's revised salary schedule.

Trustee Eisele and Chairman Patrick inquired on changes or increases in responsibilities for those employees that would be given a salary increase based upon their years of service. Chairman Patrick questioned the justification to increase an employee's salary for the same level of performance for ten years of service. General Manager Longhofer referred to the amended job descriptions included in the Board meeting packet and commented on responsibility changes. He stated that the employee's performance warrants an increase. Vice Chairwoman Lau was concerned with any employee in any position getting that much of an increase no matter what occurred in the past. Secretary/Treasurer Pierini asked what position the Field Operations Tech. employee held previously because that would explain the lower salary rate that he or she was receiving. General Manager Longhofer and Administrative Manager Nancy Fredrickson stated that the past responsibility of the employee was streets functions and in the past, parks. The Field Operations Tech. is in charge of seasonal staff and is responsible for parks and streets. Some Board members were confused with the responsibilities of the Field Operations Supervisor if the Field Operations Tech. is in charge of seasonal staff. General Manager Longhofer referred to the job descriptions of the Field Operations Tech. and Field Operations Supervisor and discussed the differences of job responsibilities. He explained that the Field Operations Supervisor oversees all parks and streets functions and all subordinate employees. Chairman Patrick discussed the Board's concern with the increases in salary for the Field Operations Tech. and Supervisor positions.

Vice Chairwoman Lau recommended that those employees work towards their salary step increases rather than giving the employees a substantial increase all at once. Trustee Eisele questioned the reasons for the employees that have worked for the District for over nine years not receiving past merit increases. He suggested that additional information is provided as to those employees work background, past responsibilities and past performance evaluations. General Manager Longhofer was uncertain as to the reasons for those employees not receiving salary increases in the past. He mentioned that there were perhaps personal conflicts with the District's former General Manager which caused those employees to not receive salary increases. General Manager Longhofer explained that the two lowest paid employees have worked for the District for over nine years and they are underpaid for their job responsibilities. Trustee Eisele recommended that those employees work towards a salary step increase rather than giving them an automatic increase.

General Manager Longhofer explained that the former General Manager did not have any consistent method when offering or increasing salaries for District positions and that might be the reason some employees are overpaid while others are underpaid. He clarified that a 2.5% cost of living increase is implemented in July of each fiscal year and a 5% step increase based on performance will be given on the employee's anniversary date. Kohn Colodny Auditor Beth Kohn stated that a 7.5% step increase per year is considerable. General Manager Longhofer mentioned that job announcements he receives all have step increases and that his former employer gave a 10% increase per year. Kohn Colodny Auditor Beth Kohn informed the Board that the Firefighters and Teachers Associations give a 2.5% step increase per year. Vice Chairwoman Lau explained that step increases are not automatically increased to correspond with the number of years the employee has worked for the employer because step increases are based on performance.

General Manager Longhofer explained to Secretary/Treasurer Pierini that topped out salaries as shown on the salary scale document "Column H, 9 Years" are only given a 2.5% cost of living increase. The District's Stationary Engineers, Local 39 collective bargaining agreement designates the cost of living percentage increase.

**Public Interest Comment:** Minden Gardnerville Sanitation (MGSD) District Manager Frank Johnson stated that a salary survey was conducted at MGSD upon his employment and MGSD paid salary adjustments the first year of implementing the revised wages. He commented on MGSD using the annual salary as opposed to the hourly wage in their salary scale and each step increment is 5% in addition, a 2.5% cost of living increase. The MGSD employee will receive a 5% step increase on their employment anniversary date if the employee receives a good performance evaluation. He stated that the first year will be difficult for the District to pay for the salary adjustment but an employer has to be competitive and offer merit incentives.

General Manager Longhofer clarified to the Board that a 5% increase will be given to the employee on their anniversary date if they have a good evaluation. He explained that the maximum salary of the employee can not exceed the hourly wage which corresponds to their year of service as shown in the salary scale document.

There was disagreement with some members of the Board and General Manager as to employees being in a new position because of the revised job descriptions.

Chairman Patrick recommended that Board members suggest a solution to resolve issues with the salary increases shown on page 1, row 4 and row 5 in the General Fund Streets budget. Kohn Colodny Auditor Beth Kohn reminded the Board that salaries in the budget are estimates

only. She suggested that the Board have a separate session to address specific personnel matters.

Vice Chairwoman Lau clarified that the District is approving a maximum amount for the budgeted item that the General Manager should not exceed and it does not guarantee that the salary increases would be given.

There were no further discussions on the salary increases.

General Manager Longhofer explained that the revenue for the additional \$50,000 in the General Fund Streets budget for Capital Outlay, page 2, row 38, will come from Ad Valorem taxes which will decrease the ending fund balance.

#### **Enterprise Fund Final Budget Revisions**

- Water – Salaries (Page 1, Row 21) Added 4.5%
- Water – Office Expense (Page 2, Row 37) Added \$1,200 for computer and \$3,250 for half of cost for SCADA computer
- Water – Capital Outlay (Page 3, Row 70) Removed \$6,500
- Sewer – Office Expense (Page 3, Row 38) Added \$3,250 for half of cost for SCADA computer
- Sewer – Capital Outlay (Page 4, Row 69) Added \$27,000 for pond bypass project
- Sewer – Capital Outlay (Page 4, Row 71) Added \$29,000

Kohn Colodny Auditor Beth Kohn advised the District to be conservative with spending because of upcoming debt service that the District will need to repay.

*Vice Chairwoman Lau moved to adopt the Final Budget for FY 2007-2008 and to direct that the General Manager have the adopted Final Budget for FY 2007-08 prepared on the appropriate forms and timely submitted to the State Department of Taxation. Seconded by Chairman Patrick. Trustee Clark-Ross voted aye. Trustee Eisele voted nay. Secretary/Treasurer Pierini voted nay. Motion carried 3 to 2.*

- 9. Discussion and possible action to approve Bid Solicitation with costs not to exceed \$200,000 for Roadway Improvements:** General Manager Longhofer referred to the District's amended Five Year Street Maintenance Plan. **(Exhibit C)** The intent of the District is to apply TOPEIN C on all District roads coded in yellow on the map. The total area in square feet is 2,416,810. The total cost at \$.08 cents per square foot is estimated at \$193,345. Engineer Randall informed General Manager Longhofer that since the District's application area is large at 2,416,810 square feet, the cost per square foot might be reduced to \$.04 to \$.05 cents per square foot which would reduce the total cost to \$120,841. The green color coded streets would be slurry sealed at a total cost of \$60,000. The District intends on sealing the green color and yellow coded streets if one of the bids received is approximately \$.05 cents per square foot. General Manager Longhofer clarified that \$200,000 is budgeted for streets capital improvement projects.

**Public Interest Comment:** (none)

*Vice Chairwoman Lau moved to approve Bid solicitation with costs not to exceed \$200,000 for Roadway Improvements. Seconded by Trustee Eisele. Motion carried unanimously.*



**Break at:** 8:15 P.M.

**Reconvened at:** 8:30 P.M.

**10. Discussion and possible action to approve Amended Five-Year Street Maintenance Program:**

After reconvening from the break, Chairman Patrick opened discussions on agenda item #11.

**11. Discussion and possible action to approve the Proposed Collective Bargaining Agreement with Stationary Engineers, Local 39:** General Manager Longhofer informed the Board that there was a breakdown in negotiations on one specific item.

*Agenda item postponed.*

Chairman Patrick mentioned that some Board members requested to review the pre-approved consent calendar agenda item 5g, "Approval of Amended and New Job Descriptions and Job Titles." He inquired if the previous action holds and if the Board could open the agenda item for continued discussions and possibly renege the previous action.

The District's Attorney Chris Jenkins advised the Board to defer the matter for additional legal opinion.

Executive Assistant Reifer advised the Board that the matter can be placed on the next meeting agenda for further discussions and reconsideration by the Board.

Trustee Clark-Ross recommended that the all field and office staff job descriptions and an organizational chart is presented to the Board at the next meeting. General Manager Longhofer mentioned that non-exempt employee job descriptions were completed to comply with the Stationary Engineers, Local 39 collective bargaining agreement negotiations. Secretary/Treasurer Pierini recommended that the annual salary range or hourly wage range is included on the job descriptions.

*Executive Assistant Reifer inquired if the Board made a motion on agenda item #10 during her absence. Discussions on street improvements occurred during agenda item #9 discussions but there was no motion or action specifically by the Board to approve the District's amended Five Year Street Maintenance Program.*

**13. Discussion and possible action to approve Proposed Amendments to District's Personnel Policy:** General Manager Longhofer suggested that the personnel policy is postponed until the next meeting for additional revisions. Trustee Eisele recommended revisions to the District's Personnel Policy Section 2.7 Drug and Alcohol-Free Workplace. **(Exhibit D)**

*Agenda item postponed.*

**14. Reports to the Board:**

**a. General Manager's Report (Exhibit A)**

General Manager Dennis Longhofer discussed items as written in the General Manager's Report. He commented on additional items. A District-wide inventory is currently in progress. Numbered inventory labels will be affixed to District equipment

and inventory data will be entered into an excel spreadsheet. QuickBooks training is completed. There was a discussion between General Manager Longhofer and Bill Wellman President of Sunridge Golf Course on the responsible entity for repairing a pump and paying for the electricity to operate the supplemental water pump to irrigate Sunridge Golf Course. It was determined through review of the amended and restated effluent storage and disposal agreement dated April 20, 2005 (Page 5, Section 3 - Supplemental Water) that all costs associated with pumping and delivering the water shall be the responsibility of Sunridge. Sharing of water was discussed at a meeting with Douglas County's Engineer, Public Works Manager and Utility Superintendent. Further meetings will be held with Douglas County Manager Dan Holler and other County employees on possibly sharing costs on improving and expanding water services and infrastructure. All government agencies will be involved with development of a Countywide emergency response plan. Drainage improvements were completed by District staff on forestry land to resolve drainage issues with the lighted ballfield. General Manager Longhofer will be contacting Dennis Young to continue discussions on improving the infield to accommodate his league.

General Manager Longhofer is researching options to purchase fuel through other vendors to reduce the District's fuel costs. An application was completed to possibly purchase fuel through Western Energetix which would save the District \$.018 cents a gallon for regular and \$.051 cents per gallon for diesel. The District might consider purchasing diesel vehicles because of the fuel cost savings. Water conservation requirements were discussed at a meeting with the Carson Water Subconservancy District. Block rates and tier rates would be a requirement of all water and sewer purveyors if the water conservation legislature passes. Farr West Engineering is nearing completion of the District's water and sewer rate study which should be presented to the Board at the June 20, 2007 Board of Trustees meeting.

A sports bar and laundry facility might occupy one of the units at the Indian Hills Shopping Center located on Mica Drive. The proposed construction of a Bully's sports in North Minden fell through because of the costs associated with Minden Gardnerville Sewer District's connection fees. The District will be receiving its commercial and industrial sewer service policy to determine if the policy and connection fees need any modification.

The Opalite trees drip irrigation system was repaired. The Impala well pump needs to be rebuilt. The cost to repair the pump is estimated at \$2,800.

Trustee Clark-Ross questioned if the District provides notices of upcoming street sweeping for those residents that park their cars on District streets. General Manager Longhofer stated that street sweeping notices are not provided. She noticed that cars parked on her street have been removed. Frank Johnson, resident of the District and neighbor to Trustee Clark-Ross, mentioned that Douglas County Code Enforcement Officers have been tagging parked cars recently in the District.

General Manager Longhofer commented on weed and brush removal on a vacant property currently owned by DGD Development located on the corner of Vista Grande and Jacks Valley Road behind the Target shopping center. He notified Douglas County Code Enforcement Officer Jay Hoogestraat that the assessed owner of the vacant lot is DGD Development however; the parcel is zoned common area. The District might consider construction of a small park if DGD Development decides to deed the property

to the District. Douglas County gave DGD Development thirty days notice to remove weeds and brush.

The Board of Trustees discussed the proposed construction of Max Baer Jr.'s new hotel and casino in North Douglas County's redevelopment area. General Manager Longhofer clarified that Douglas County would probably be providing water and sewer service to the new casino and that residents of the District would be able to submit comments and concerns directly to Douglas County Planning and to the County Commissioners.

General Manager Longhofer commented on the District receiving connection fee revenue for the next phase of the Ridgeview sewer improvements project. He mentioned that an agenda item at an upcoming Board of Trustees meeting will be to approve an inter-local agreement to transfer sewer improvements in the Ridgeview service area from Douglas County to the District.

**Public Interest Comment:** (none)

Secretary/Treasurer Pierini notified that Board in regards to the Nevada Department of Taxation's concerns in their letter of approval of the District's Tentative Budget for Fiscal Year 2007-2008. **(Exhibit E)** She stated that Budget Analyst Penny Hampton of the Nevada Department of Taxation indicated in her letter that it may be prudent for the Board of Trustees to reevaluate the current fee structure to ensure that the rates charged to users are sufficient to cover all costs including depreciation expenses for services provided.

Trustee Eisele informed the Board that he would have a presentation on Western Pozzolan Lassenite ATS soil amendment at the June 20, 2007 Board of Trustees meeting.

**b. Engineer's Report**

The District's Engineer Brian Randall was not available to provide an Engineer's report and was not present at the meeting.

**c. Attorney's Report**

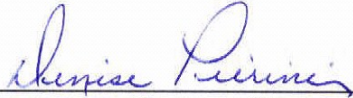
The District's Attorney Chris Jenkins did not have any pending or carry over legal matters.

- 15. Adjournment:** *Trustee Eisele moved to adjourn the meeting at 9:00 P.M. Seconded by Secretary/Treasurer Pierini. Motion carried unanimously.*

The next regular Board of Trustees meeting will be on Wednesday, June 20, 2007 at 6:00 P.M.

<i>Exhibit A</i>	<i>General Manager's Report</i>
<i>Exhibit B</i>	<i>Sierra Nevada Soccer Club - Illustration to convert James Lee Park Field #3 from a Baseball Field to Soccer Field</i>
<i>Exhibit C</i>	<i>District's Amended Five Year Street Maintenance Plan</i>
<i>Exhibit D</i>	<i>Trustee Eisele – Recommended revisions to District's Personnel Policy Section 2.7 Drug and Alcohol-Free Workplace</i>
<i>Exhibit E</i>	<i>Department of Taxation – Approval of District's Tentative Budget for Fiscal Year 2007-2008.</i>

**FINAL APPROVED MINUTES AS PRESENTED**



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**Secretary/Treasurer  
Denise Pierini**