

Minutes
Indian Hills General Improvement District
Board of Trustees Meeting
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
December 20, 2023
Regular Board Meeting 6:00 P.M.

Trustees Present: Vice Chairman Stulac, Secretary/Treasurer Lufrano, Trustee Garcia, and Trustee Siegman.

Trustees Absent: Chairman Dunham

Staff Present: General Manager Chris Johnson, District Accountant Stacie Cobb, and Administrative Services Supervisor/Human Resources Brooke Thompson.

Others Present: District Counsel Chuck Zumpft, District Engineer's Collin Sturge. Jonathan Steele with District Audit firm Steele and Associates. Residents Dale Morlan and Dallas Debatin.

6:00P.M. - Regular Meeting

1. **Call to Order**
Request that Cell Phones and Pagers be turned off for recording purposes.
Vice Chairman Stulac called the meeting to order at 6:00PM.
2. **Pledge of Allegiance:** Led by Siegman.
3. **Public Interest Comment: none**
4. **Approval of Agenda**

Secretary/Treasurer Lufrano motioned to approve the agenda. Trustee Garcia seconded. Motion carried 4-0. Chairman Dunham was absent from the meeting.

5. **Discussion and possible action to accept the annual audit for fiscal year ending June 30, 2023. Presentation by District audit firm Steele and Associates.**
Jon Steele introduced himself to the board and thanked them for having Steele and Associates back. Jon went through the audit, answered any questions, and stated that the auditor's report is all good and that staff were very helpful.

Trustee Siegman motioned to accept the annual audit for fiscal year ending June 30, 2023. Trustee Garcia seconded. Motion passed 4-0. Chairman Dunham was absent from the meeting.

6. **Reports to the Board:**

a. **General Manager Report**

General Manager Chris Johnson reviewed his report with the board.

1. **Administrative**

General Manager Chris Johnson reviewed the Administrative report with the board.

2. **Water**

General Manager Chris Johnson reviewed the Water report with the board.

3. **Wastewater**

General Manager Chris Johnson reviewed the Wastewater report with the board.

b. **District Accountant Report**

General Manager Chris Johnson reviewed the Accountant report with the board.

c. **Engineer Report**

District Engineer Collin Sturge stated the contractor for the Indian Drive project has been fantastic to work with. They are making great progress on the project, they are almost done with the water line, the last part is the tie in which they will do after the holiday. Once the water line is done, they will start on the sewer improvements. They will also start on the shop yard project. Everything is going as scheduled and nothing big has come up. Collin stated that he has been working with Chris and Matt on the NDEP sanitary survey, they are getting a response drafted as some things and comments were incorrectly noted.

General Manager Chris Johnson stated to the NDEP report, poor Matt was losing sleep. That is testament to how much Matt cares about this water system. He was stressing hard, saying this is not right, there are things that are incorrect. He puts 100% heart into this water system.

Vice Chairman Stulac stated on the sanitary survey from NDEP Collin you said in the next board packet you will include that report. District Engineer Collin Sturge stated that he is providing the District's response to the sanitary survey by the end of next week. Collin stated his responses will be giving them timeframes and what corrective action we will take.

Vice Chairman Stulac stated he just thinks it would be nice to have the sanitary survey and response to it in the agenda next month. This way it is documented unless there is another way for the board to see it. It would be nice to share it with the entire board, and to have it documented. District Engineer Collin Sturge stated ok he can do that.

Trustee Siegman asked if we could get the contractor to come in and give the board a presentation of the sewer lining process. It is a pretty amazing process. District Engineer Collin Sturge stated yes, he will reach out to the contractor. He is a nice guy; he will check with him.

d. **Attorney Report**

District Counsel Chuck Zumpft stated he has nothing to report.

Public comment: none.

7. Discussion and possible action to adopt a performance evaluation form for the General Manager.

The board discussed this item at length. There was discussion about the rating scale and the use of the wording not applicable. The board decided to remove not applicable and replace it with not rated.

Public comment: none.

Trustee Garcia motioned to adopt the performance evaluation form for the General Manager with one change, removing not applicable and replacing it with not rated in the rating section. Secretary/Treasurer Lufrano seconded. Motion passed 4-0. Chairman Dunham was absent from the meeting.

8. Discussion only regarding use of district vehicles and equipment on public and private roads and easements within IHGID.

Trustee Garcia stated that he brought this forward because he had communication with a resident out in The Springs. It was a miscommunication or misunderstanding, I guess. The back story is that residents are asking for the speed trailer to be put in their community. He spoke with Chris about this, and he will get it out there. These roads lead to district roads and people have been clocked going almost 80 mph down South Sunridge.

Public comment: none.

9. Discussion only regarding the District Personnel Policy, NRS 281.210, and Resolution 2009R-02 regarding Trustee concerns of employing family members of existing employees.

General Manager Chris Johnson explained the situation to the board and that there was some concern among some of the board. Chris explained that we contacted Pool Pact, District Counsel, and our Labor Law attorney all who stated there are no issues. There is no nepotism as neither employee reports to the other, does not supervise the other, did not hire, did not advocate to hire, will not work in the same department and both employees report to the General Manager. There is nothing in NRS or the personnel policy that was violated.

Public comment: none.

10. Discussion and possible action to approve Draft Minutes from the November 15, 2023, Board Meeting.

Trustee Garcia stated that on page 98 he would like more information and for the board clerk to elaborate on item seven from the October meeting. It is in the public's best interest for this item to be elaborated on and there should be more context on this item.

Public comment: Resident Dallas Debatin stated that he lives at 875 Amador Circle, one of the first things he did when he moved to Douglas County was to take the Sheriffs weeklong course similar to what Brooke did. Dallas stated that it was a real eye opener to see what goes on down there. Dallas stated that he wanted to thank Chris for addressing holes in the street on Amador, the got

filled within a week, he appreciates it. Also, Zillow valued his house at \$480,000 now it is \$420,000 any input other than the economy on what the cause of that is. Dallas stated he wants to apologize for sitting in on your personnel discussions, if he had been asked to leave, he would have left.

No action was taken on this item, the board requested the board clerk to elaborate more on item 7. This item will be brought back to the board in January.

Administrative Services Supervisor/Human Resources Brooke Thompson asked for clarification. Does the board want more context for each item or just for item 7. Is this something you guys want for the future? Trustee Garcia said no, just for this item.

11. 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.

Trustee Siegman stated that he likes the lights on Vista Grande, they look great.

Secretary/Treasurer Lufrano stated this past weekend you had the Christmas gathering she apologized that she was not able to make it she was out of town, sorry. A member of the public asked if she was going to attend, or if any other members of the board would attend. Vicky stated in the future have board packets with supporting documentation included, have as much backup as possible in the packet she would really appreciate it. It would help them as a board to have the information ahead of time and not be bling sided.

Trustee Garcia stated that he participated in the golf cart parade for both HOA's and residents were happy to have the district participate and represented. It was a success. He actually had an opportunity to meet Steve Brooke's husband and Cody, they brought the cart over Friday before the parade. He is happy to have someone on board with his level of experience, it is great news that he is bringing value and contributing to the maintenance plan that the district really needs. He is happy those things have taken place. It is difficult to find some people for certain positions, he is hoping this will bring and add stability to that department. Robert stated he Gus with USDA he contacted him about loan programs, some are 2.25-3% there may be an opportunity to get loans for some projects. The District can leverage some of its funds with low interest loans. Robert thanked the board, General Manager, staff, and the public for their work over the last year, he values your input and contributions and hopes we can continue next year.

Secretary/Treasurer Lufrano stated board elections are coming up in January for board positions having served as secretary/treasurer over the last year. She was not aware of all the duties involved until they came up. Can we provide a little description of each position's duties, so we know what we are nominating someone for a we know what we are getting into.

Vice Chairman Stulac stated that he would like to echo what Robert said. This year has been good with lengthy discussions throughout the year. He believes the public and the open meeting process can work. During the General Manager review form committee, we did find

out there is no requirement for a six-month review, it only needs to be done at one year. We can give input at six months if needed but the contract does not require that.

General Manager Chris Johnson stated he welcomes and values feedback all the time. If the board has something, please bring it to him at any time. They have implemented the parking lot board, bring it in and he will add it to the board for tracking. He values feedback.

12. Adjournment

Trustee Garcia motioned to adjourn the meeting. Secretary/Treasurer Lufrano seconded. Motion passed 4-0. Chairman Dunham was absent from the meeting.

Meeting adjourned at 7:41P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
Russ Siegman**