

**Minutes**  
**Indian Hills General Improvement District**  
**Board of Trustees Meeting**  
**District Office**  
**3394 James Lee Park Rd. #A**  
**Carson City, NV 89705**  
**February 18, 2026**  
**Regular Board Meeting**  
**6:00 P.M.**

**Trustees Present:** Chairman Clark-Ross, Vice Chairman Jones, Secretary/Treasurer Siegman, Trustee Garcia, and Trustee Stulac.

**Trustees Absent:** none.

**Staff Present:** General Manager Chris Johnson and Administrative Services Supervisor/Human Resources Brooke Thompson.

**Others Present:** District Engineer Collin Surge, District Counsel Chuck Zumpft, and Resident Lynn Dement.

**6:00P.M. - Regular Meeting**

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

*Vice Chairman Jones motioned to approve the agenda. Trustee Stulac seconded. Motion carried unanimously.*

- 5. Reports to the Board:**
  - a. General Manager Report**  
General Manager Chris Johnson reviewed his report with the board.  
  
Playground Project Update
    - General Manager Chris Johnson reported that the playground replacement project is scheduled to begin March 2.
    - All new playground equipment was delivered the previous day during a snowstorm.

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#### Manhours Report Explanation

- Chris explained the manpower reports included in the packet, which compile staff hours and tasks across departments (water, wastewater, streets, and parks).
- Similar tasks were grouped together to make the report easier to read.
- Some department totals may not perfectly match because many tasks are averaged across the year.
- Seasonal work (such as street sweeping and weed treatment) was averaged across months to show typical monthly usage.

#### Clarification on Footnotes

- Trustee Garcia thanked Chris for preparing the report and asked about an asterisk on the Streets Department report (page 10).
- Chris clarified the asterisk should reference the same seasonal footnote used for the Parks Department, noting it remained after an editing change.

#### Board Comments

- Vice Chairman Jones commented that the report provides a helpful view of the many tasks staff perform.

1. Administrative
2. Water
3. Wastewater
4. Parks & Streets

#### **b. District Accountant Report**

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

#### Sewer Technician Overtime

- Trustee Stulac asked about overtime pay for the sewer technician after noticing the hourly calculation appeared high.
- Johnson explained overtime is 1.5× regular pay, while holiday work is paid at double time.
- Some overtime may also be related to on-call duties.

#### Budget and Financial Status

- Vice Chairman Jones asked about a -\$722,000 profit figure shown in the financial report and whether it was a concern.
- Chris explained the district is currently on budget and the negative figure reflects timing differences between expenses and revenue.
- For example, the district purchased a \$90,000 skid steer early in the fiscal year, before corresponding revenues had been received.

- Chris noted he monitors the budget daily and tracks department spending relative to the fiscal year progress.
- At the time of the report, the district was 58% through the fiscal year, with department spending generally below or close to that percentage, indicating spending is within expectations.

**c. Engineer Report**

District Engineer Collin Sturge referenced his written report on page 28.

**Street Rehabilitation Project Update**

- District Engineer Collin Sturge reported that work on the FY 2025–2026 Street Rehabilitation Project (Amador area) has been the primary focus over the past month.
- Weather conditions and recent storms will delay work by approximately one week, but the project remains on schedule and within budget.
- Upcoming construction phases include:
  - Sewer improvements over the next month
  - Water system improvements in March and April
  - Sidewalk, curb, gutter, and asphalt work beginning in May
- Collin noted sewer infrastructure is installed first because it operates on gravity and must be set at a fixed elevation, while water lines can be adjusted to avoid conflicts.

**Wastewater Pond Emergency Action Plan**

- The district is working with Douglas County to update the Emergency Action Plan (EAP) for wastewater ponds five and six, which must be updated every five years. The last update occurred in 2021.
- Updates generally include:
  - Verifying emergency contact information
  - Reviewing calculations and regulatory requirements
  - Updating maps and supporting documentation
- The updated plan will be submitted to the Division of Water Resources.
- General Manager Chris Johnson added that the plan addresses procedures in the unlikely event of pond overtopping or levee failure, though the risk is considered extremely low due to the size and location of the ponds.

**Coordination with School District**

- Discussions with the Douglas County School District regarding school well water rights have been paused.
- The school district indicated they are currently focused on other priorities and will revisit the issue later.

#### Sunridge Development Coordination

- The district met with a potential developer at Sunridge Golf Course.
- Proposed plans appear focused on golf course improvements, such as a possible clubhouse or course modifications, rather than residential development.
- The district provided guidance on plan submittal requirements and district standards.

#### Board Questions

##### Emergency Action Plan Details

- Vice Chairman Jones asked what changes typically occur in EAP updates.
- Collin explained most updates involve administrative updates and regulatory compliance checks rather than major operational changes.

#### Wastewater Pond Lining

- Trustee Stulac asked whether the wastewater ponds are lined.
- Collin and Chris clarified:
  - One pond is currently lined
  - The second pond is planned to be lined in the future, likely around 2030, as part of the Capital Improvement Plan.
- The ponds store treated effluent used to irrigate the Sunridge Golf Course, which reduces environmental risk.

#### **d. Attorney Report**

District Counsel Chuck Zumpft: No ma'am questions only, nothing to report.

#### **Public comment: none**

- Trustee Garcia thanked Administrative Services Supervisor/Human Resources Brooke Thompson and staff for maintaining ADA compliance for the district.
- He noted the summary included in her report clearly demonstrated the importance of the work and acknowledged that the district had previously experienced compliance issues years ago.
- Trustee Garcia emphasized that maintaining ADA compliance is an important requirement for the district.
- General Manager Chris Johnson also recognized Brooke for completing the POOL/PACT Phase II Human Resources Assessment, noting it was a significant project.
- Brooke Thompson reported that funds from the grant associated with the assessment will be used for a staff team-building exercise, with employees participating in an escape room activity.
- Board members commented lightheartedly about the activity, with Chris joking that if the office appears closed for too long, it may mean staff are still "stuck" in the escape room.

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**6. Discussion and possible action to approve an estimate from Carson Valley Heating, Inc. in the amount of \$14,184.00 for a full system change out at the Water plant to include a new furnace and AC unit.**

General Manager Chris Johnson reported that the furnace at the water treatment plant failed. The unit is over 25 years old, and inspection by Carson Valley Heating found a cracked internal component.

- While repair is possible, Chris explained the cost would be significant for such an old system, so staff recommended replacing both the furnace and air conditioning unit, which were installed at the same time.
- The replacement cost is \$14,184, which will be paid from the Water Department's Professional Services budget, where sufficient funds are available.
- Chris emphasized the importance of maintaining reliable climate control because the SCADA system computers are located in the building, and the air conditioning is necessary to keep them operating properly. These systems monitor and alert staff to issues in the water and wastewater systems.

**Board Discussion**

- Trustee Stulac noted the equipment lasting 25 years is unusually long for HVAC systems.
- Secretary/Treasurer Siegman asked whether the system was properly sized for the building. Chris clarified the unit serves only the front offices, server room, and chlorine room, not the entire plant.
- Trustee Garcia asked about the warranty referenced in the proposal.
  - Staff indicated the warranty is likely the manufacturer's standard warranty, though the exact terms will be confirmed.
  - The district already maintains a separate service contract with Carson Valley Heating for maintenance.
- Trustee Garcia commented that the quoted price appears very reasonable, especially given recent residential HVAC replacement costs.

**Public comment:** Resident Lynn Dement asked whether the project had been put out for multiple bids or if the district relied on an existing working relationship with Carson Valley Heating.

General Manager Chris Johnson responded that the district maintains an ongoing service contract with Carson Valley Heating, which handles maintenance for all district heating and air conditioning systems.

Chris also noted that the \$14,184 cost falls below the threshold requiring a formal bidding process.

Chairman Clark-Ross stated that the quoted price appeared reasonable.

*Trustee Stulac motioned to approve an estimate from Carson Valley Heating, Inc. in the amount of \$14,184.00 for a full system change out at the Water plant to include a new furnace and AC unit. Secretary/Treasurer Siegman seconded. Motion carried unanimously.*

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7. **Discussion and possible action to pursue a separate goals form for the General Manager.**

Secretary/Treasurer Siegman is discussing the potential implementation of a SMART criteria-based approach for goal documentation and evaluation concerning the general manager, Chris. They are open to moving forward with this system if the board finds it necessary, emphasizing that the main objective is to create a clear, defensible basis for performance evaluations and related decisions, such as determining whether Chris should receive a raise. Secretary/Treasurer Siegman is flexible about the approach, indicating that their primary concern is ensuring accountability and transparency in the evaluation process.

The text outlines the board's efforts to improve the goal setting and performance evaluation process for general manager, Chris, using the SMART criteria. Here's a summary of the key points discussed:

1. Objective and Format of Goals:
  - Use SMART criteria (Specific, Measurable, Attainable, Realistic, Time-based) for setting goals.
  - Focus on high-level goals aligning with board objectives and Chris's personal goals rather than every minor task.
2. Documentation and Evaluation Process:
  - Consider a specific form/tool for documenting SMART goals.
  - Differentiate between high-level strategic goals and daily operational tasks.
  - Chris to report on goal achievements prior to evaluations.
3. Existing System and Improvements:
  - Current system involves goal setting by the board, reporting by Chris, and evaluations based on this data.
  - Consider simplifying the goals to reduce the administrative burden.
4. Status Reporting and Mid-Year Checkpoints:
  - Discussed interim reporting, such as six-month checkpoints, for progress tracking.
  - Evaluate using existing reports and monthly notes more effectively for easier information gathering.
5. Consensus and Clarity:
  - Emphasis on refining processes and maintaining a consistent goal-setting format.
  - Use existing evaluation forms with goal-setting spaces for more structured evaluations.

In conclusion, the aim is to establish a structured process that uses measurable criteria to better align individual goals with broader board objectives, enhancing performance evaluations.

**Public comment:** Resident Lynn Dement: I have several issues with this, I guess. Not that my opinion really matters in the grand scheme of things, but I agree with Trustee Jones that I personally is this the standard in business used to evaluate an employee with different criteria you're supposed

to meet on here. And who of you is going to decide that what you, what goal you're going to set for Chris is important enough to be included in this new form. I mean, you may have an idea about roads. You might have an idea about something else. How are you going to decide which ones are given to Chris that need that high level of something really important? You all are going to have what you need about this and decide among you what's important enough to do this. And I have a question for you which I know you can't answer. But in last time evaluation, did you all have difficulty assessing Chris's ability to meet the goals? Were you able to decide upon what vote? What little checkbox you gave him last year without adding yet another new form? I think that's a form of sorry, but micromanaging. I mean, I think Chris has shown that his ability to communicate with you in the in the board, in the manager's report at every board meeting. And he presents what his personal goals are. Why not? Two months before his evaluation, he gives his report to you in that form, so you don't have to look through the whole year. But he doesn't have to fill out yet another form. I mean, to me.

Trustee Stulac: We fill out this form, not him.

Resident Lynn Dement: No, no, I mean, he doesn't. We. I thought Russ was saying he wanted yet another new form for Chris to fill out. Did I misunderstand that? Maybe if I did, I apologize, but I thought it was this form that you would do. And there would be another new form that Chris would do to show that he has completed his goal. To me, it's included in the report. Thank you. Just my opinion.

The exchange captures a discussion among board members about the process of evaluating the general manager, Chris, and the potential use of a structured form to assess goals. Here are the main points:

1. Current Reporting System:
  - Vice Chairman Jones describes the current system as a continuous flow of information about ongoing and completed projects and questions whether project-specific reporting would be more efficient.
2. Goal-Specific Documentation:
  - Secretary/Treasurer Siegman clarifies the intention is to have a concise, meaningful way to document each goal without creating unnecessary work.
3. Purpose of the New Form:
  - The proposed form would serve as an internal tool for board members to ensure goals are valid (specific, measurable, attainable) before inclusion in Chris's evaluation.
  - Trustee Stulac emphasizes that the form would help systematize goal consideration, ensuring goals are appropriate and actionable.
4. Decision and Implementation:
  - Chairman Clark-Ross proposes moving forward without a formal vote, acknowledging some members' views that the process improvement initiative is beneficial.
  - Trustee Garcia suggests that the board's agreement to use the form should suffice without a formal motion, as the form is directed at improving the board's internal evaluation process.

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Overall, there is consensus on adopting the form as a mechanism to enhance the evaluation process, ensuring goals are considered systematically before they are formally set for Chris. The discussion concludes with a sense of agreement to move forward without needing further repeated debate or voting on the matter.

**8. Discussion and possible action to pursue changing the Board room usage fee schedule.**

Trustee Garcia proposes revisiting the fee schedule to offer preferential treatment to residents, as was done previously for gazebos and tennis courts. The main suggestions include:

1. Preferential Rates: Implementing a cap on the hourly rate for residents to ease the financial burden of maintaining facilities.
2. Weather-Related Cancellations: Allowing residents to reschedule reservations without penalty if canceled due to inclement weather.

Trustee Garcia emphasizes that similar adjustments were beneficial in previous contexts and suggests extending these considerations to this fee schedule as well. The goal is to ensure fairness and affordability for local residents, acknowledging their role in sharing facility maintenance costs.

The exchange reveals a discussion among board members about the fee schedule for facility rentals, specifically regarding preferential treatment for residents of Indian Hills. Here are the main points:

1. Resident Preferential Treatment:
  - o Trustee Garcia suggests revisiting the fee schedule for residents to offer preferential treatment, similar to previous considerations for gazebos and tennis courts.
  - o The idea includes possibly capping hourly rates for residents and allowing rescheduling without penalty due to inclement weather.
2. Existing Fee Structure:
  - o Secretary/Treasurer Siegman feels the current \$25 per hour fee with a \$175 cap for over six hours is reasonable, especially compared to other local facility rental costs.
3. Scope of Use:
  - o The room is primarily used by government bodies or entities like homeowners' associations (HOAs) for meetings, not for private events like birthday parties.
  - o It's noted that exceptions or discounts already exist for certain types of nonprofits and government events.
4. Proposed Changes:
  - o Trustee Garcia suggests lowering the cap from six to four hours or instituting a cap specifically for residents and local entities at two hours.
  - o Discussion also includes adding a formal policy for fee waivers or rescheduling due to inclement weather.

5. Impact Analysis and Consensus:
  - General Manager Chris Johnson and Administrative Services Supervisor Brooke Thompson note that usage by entities typically doesn't exceed two hours, so the proposed cap would have minimal financial impact.
  - There is consensus around the idea of aligning the fee schedule more closely with other policies and maintaining consistency, although the overall impact is expected to be minor.
6. Final Thoughts:
  - Members recognize the need for some formalization of policies on cancellations due to weather but emphasize maintaining the current good relationship with community managers.
  - The discussion aims to improve fee structure transparency and ensure fairness without complicating existing processes further.

The board shows a willingness to adapt and adjust better to serve the local community's needs while recognizing the minimal financial impact such changes might have.

**Public comment: none.**

The discussion led by Trustee Stulac and General Manager Chris Johnson focuses on refining the facility fee schedule. Here are the main outcomes:

1. Removing Penalty Fees: Trustee Stulac suggests eliminating the \$75 cancellation fee for weather-related issues to make the policy more resident-friendly.
2. Adjusting the Cap: Trustee Garcia proposes a cap at two hours for preferential rates, with regular rates applying if usage extends to four hours or more. This aims to prevent extended use without extra cost, ensuring resources like electricity are not overused.
3. Next Steps:
  - General Manager Chris Johnson confirms that the board has directed staff to revise the document based on these discussions.
  - The board members agree that the revised version will be brought back for approval without needing a formal motion at this stage.

By focusing on these changes, the board intends to enhance the fee schedule's fairness and practicality for local residents while maintaining effective resource use.

**9. Discussion and possible action to approve Draft Minutes from the January 21, 2026, Board meeting.**

**Public comment: none**

*Trustee Garcia motioned to approve Draft Minutes from the January 21, 2026, Board meeting. Secretary/Treasurer Siegman seconded. Motion carried unanimously.*

## **10. 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.**

In this segment of the meeting, the board members discuss several administrative and logistical matters:

1. Return and Collaborations:
  - Trustee Garcia expresses enthusiasm to be back and ready to work with the board, congratulating the Chair and Vice-President on their positions.
2. Food Drive Initiative:
  - Vice Chairman Jones mentions her daughter's initiative to organize a food drive and seeks permission to place a flyer and a collection box in the building. General Manager Chris Johnson agrees, noting that they've participated in similar initiatives before.
3. Meeting Attendance and Technology:
  - Trustee Stulac informs the board about his absence for the March meeting due to travel.
  - Trustee Garcia raises the idea of integrating better technology, such as an "owl" system, to facilitate virtual attendance by board members, enhancing participation even when members are not physically present.
4. Upcoming Training:
  - Vice Chairman Jones reminds the board about an email from Brooke regarding a Zoom training session by Pool Pact on open meeting laws scheduled for 9 a.m. the next day.
  - Administrative Services Supervisor Brooke Thompson offers to resend the email reminder.
5. Weather and Community Impact:
  - The board discusses the severe weather's impact, with reflections on challenging commuting conditions and community accessibility concerns expressed by Chairman Clark-Ross and Trustee Stulac.

This segment reflects collaborative efforts to address logistical challenges and potential technology upgrades to enhance board operations and member participation.

## **11. Adjournment**

Meeting adjourned at 7:14P.M.

**FINAL APPROVED MINUTES AS PRESENTED**

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**Secretary/Treasurer  
Russ Siegman**