

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

Chairman Robert Stulac	Vice Chairman Robert Garcia	Secretary/Treasurer Russ Siegman	Trustee Vicky Lufrano	Trustee Dale Dunham
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**May 22, 2024  
Public Hearing & Regular Board Meeting  
6:00 P.M.  
District Board Room  
3394 James Lee Park Road  
Carson City, NV  
89705  
(775) 267-2805**

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**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.*

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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.

Following is the Agenda, which is also posted on IHGID's website at: [www.indianhillsnevada.com](http://www.indianhillsnevada.com)

# AGENDA

## **6:00 P.M. – Regular Meeting**

1. Call to Order - Regular Meeting of the Board of Trustees
2. Pledge of Allegiance
3. 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 non-agenda items 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 deliberating or taking action on issues raised by the public that are not listed on this agenda.

4. Approval of Agenda-Chairman  
Items on this agenda may be taken out of order. Two or more agenda items may be combined for consideration. Any item appearing on this agenda may be removed, or its discussion delayed at any time.
  - Motion
  - Vote
5. **PUBLIC HEARING** for the adopted Tentative Budget as amended for Fiscal Year 2024-2025, no action will be taken. (General Manager, Chris Johnson/ District Accountant Stacie Cobb)
  - Open Public Comment
  - Close Public Comment
  - Close Public Hearing
6. Discussion and possible action to adopt the Final Budget for Fiscal Year 2024-2025 with direction to the General Manager to have the adopted Final Budget for FY 2024-25 prepared on the appropriate forms and timely submitted to the State Department of Taxation. (General Manager, Chris Johnson/ District Accountant, Stacie Cobb)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
7. Reports to the Board:
  - a. General Manager Report
    1. Administrative
    2. Water
    3. Wastewater
  - b. District Accountant Report
  - c. Engineer Report
  - d. Attorney Report
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment

8. Discussion and possible action to approve a change order from Lumos & Associates in the amount of \$18,000 for professional services related to the Indian Drive project. (District Engineer, Colin Sturge/General Manager, Chris Johnson)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
  
9. Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. regarding a 50-foot right-of-way associated with future development at 3292 Plymouth Drive. (Mark Johnson, P.E. with Stanka Consulting LTD)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
  
10. Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. regarding Indian Hills GID's acceptance of ownership and maintenance of proposed utilities (water & Sewer) and/or proposed surface improvements (road, curb, and gutter) of the proposed roadway and future development at 3292 Plymouth Drive. (Mark Johnson, P.E. with Stanka Consulting LTD)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
  
11. Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. on a tentative subdivision map for 3282 Plymouth Drive. (Mark Johnson, P.E. with Stanka Consulting LTD)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
  
12. Discussion only regarding a letter received from Lorre St. Germain, the property owner of 3524 Silverado Drive. (Lorre St. Germain)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment
  
13. Discussion and possible action to approve an estimate from MME in the amount of \$14,002.45 to purchase a replacement water pump for the Vac truck. (General Manager, Chris Johnson)
  - Board of Trustees Discussion
  - Open Public Comment
  - Close Public Comment

14. Discussion and possible action to approve Draft Minutes from the April 10, 2024, Board meeting.

- Board of Trustees Discussion
- Open Public
- Close Public Comment

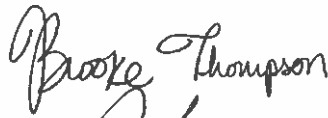
15. Chairman and Trustees Reports, Correspondence

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 an item or topic be placed on a future agenda.

16. Adjournment

This agenda is posted at [www.indianhillsnevada.com](http://www.indianhillsnevada.com), <https://notice.nv.gov> and at the following locations:  
District Main Office, 3394 James Lee Park Road

As of 8:30 A.M., May 17, 2024, by


# **AGENDA ITEM 5.**

**PUBLIC HEARING for the adopted Tentative Budget as amended for Fiscal Year 2024-2025, no action will be taken.**

**(General Manager, Chris Johnson/ District Accountant Stacie Cobb)**

**legals-  
douglas co.**

**legals-  
douglas co.**

**NOTICE OF PUBLIC HEARING ON THE  
TENTATIVE BUDGET FISCAL YEAR  
2024-2025 INDIAN HILLS GENERAL  
IMPROVEMENT DISTRICT**

The public is hereby notified that a Public Hearing will be held at the Indian Hills General Improvement District Office, at 3394 James Lee Park Road, #A, Carson City, NV 89705, on May 22, 2024, at 6:00 P.M. to review and adopt the final budget for Fiscal Year 2024-2025.

The Tentative Budget for Indian Hills General Improvement has been prepared in such detail and on appropriate forms as prescribed by the Nevada Department of Taxation.

Copies of the Tentative Budget are on file at the District's main office located at 3394 James Lee Park Road, #A, Carson City, NV 89705, the Douglas County Clerk and the Nevada Department of Taxation. They are available for inspection at the District's main office.

**Pub Date: May 11, 2024 Ad # 43085**

# **AGENDA ITEM 6.**

**Discussion and possible action to adopt the Final Budget for Fiscal Year 2024-2025 with direction to the General Manager to have the adopted Final Budget for FY 2024-25 prepared on the appropriate forms and timely submitted to the State Department of Taxation.**

**(General Manager, Chris Johnson/ District Accountant, Stacie Cobb)**

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT -ADMIN-

	A	B	C	D	E	F	G	M	N	O	P
1	<b>PROPOSED BUDGET 24-25</b>										
2											
5	<b>REVENUES</b>										
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INDIAN HILLS GENERAL IMPROVEMENT DISTRICT -ADMIN-

	A	B	C	D	E	F	G	M	N	O	P	
42	<b>SERVICES &amp; SUPPLIES</b>											
43		DEPRECIATION FUNDING						\$ 13,800.00	\$	13,700.00		4.25%
44		BOARD OF TRUSTEES						\$ 9,600.00	\$	7,500.00		25%
45		PROFESSIONAL SERVICES						\$ 107,000.00	\$	107,000.00		
46		SAFETY PROGRAM						\$ 850.00	\$	850.00		
47		UTILITIES - ELECTRICITY						\$ 5,000.00	\$	5,000.00		
48		UTILITIES - GAS						\$ 2,500.00	\$	3,000.00		
49		EQUIPMENT LEASE						\$ 9,000.00	\$	9,000.00		
50		BUILDING R & M						\$ 1,000.00	\$	1,000.00		
51		VEHICLE - R&M						\$ 1,000.00	\$	1,000.00		
52		VEHICLE - FUEL						\$ 1,000.00	\$	1,000.00		
53		OFFICE EXPENSE						\$ 45,000.00	\$	45,000.00		
54		TELEPHONE						\$ 16,000.00	\$	4,000.00		
55		CUSTODIAL SERVICES						\$ 2,000.00	\$	2,200.00		
56		TRAINING & EDUCATION & TRAVEL						\$ 1,500.00	\$	1,500.00		
57		INSURANCE						\$ 17,000.00	\$	21,000.00		
58		MAILINGS/POSTAGE						\$ 4,000.00	\$	5,500.00		
59		UNIFORMS						\$ 500.00	\$	500.00		
60		MISCELLANEOUS						\$ 1,000.00	\$	1,000.00		
61	*	*	*	*	*	*						
62												
63												
64		<b>SUBTOTAL SERVICES &amp; SUPPLIES</b>										
65								\$ 237,750.00	\$	229,750.00		(8,000.00)
66		Depreciation						\$ 6,500.00	\$	5,700.00		
67		Total expenses						\$ 346,169.04	\$	343,872.24		(2,296.80)
68												
69												
70												
71												
72												
73		<b>CAPITAL OUTLAY</b>										
74												
75												
76												
77												
78												
79		<b>SUBTOTAL</b>										
80								\$ 346,169.04	\$	343,872.24		(2,296.80)

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT -ADMIN-

	A	B	C	D	E	F	G	M	N	O	P
81			TOTAL - ANNUAL EXPENSES - ADMIN					\$ 346,169.04	\$ 343,872.24		
82			TOTAL PARKS & RECREATION EXPENSE					\$ 443,509.96	\$ 511,560.24		
83			TOTAL STREETS Function-EXPENSE					\$ 1,127,458.36	\$ 1,113,189.44		
84											
85			TOTAL - ANNUAL GENERAL FUND EXPENSE					\$ 1,917,137.36	\$ 1,968,621.92	\$ 51,484.56	
86											
87			ALLOWABLE CONTINGENCY								
88											
89			NET REVENUES OVER EXPENSES					\$ (333,361.36)	\$ (302,923.92)	\$ 30,437.44	
90											
92			Profit (loss) WITHOUT depreciation					\$ 4,638.64	\$ 2,776.08	\$ (1,862.56)	
93											
94			Profit (loss) WITH depreciation					\$ (333,361.36)	\$ (302,923.92)		
95											

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT - PARKS/REC

	A	B	C	D	O	P	Q	R	S
	PARKS & RECREATION EXPENSE BUDGET					FINAL	FINAL	DIFFERENCE	NOTES
	FY 2024-25					23-24	24-25		
1									
2									
3									
4									
5									
6									
7									
8						\$	49,379.20		percentage of total salary
9						\$	22,364.16		100%
10						\$			40%
11						\$	14,314.64		20%
12									
13									
14									
15						\$	20,811.28		20.0%
16						\$	19,997.96		20.0%
17						\$	2,198.52		10.0%
18						\$	19,244.48		20%
19									
20						\$	29,000.00		100% sick/vacation accrual
21						\$	177,310.24		
22						\$	63,100.00		dental/vision/life, health, pers, taxes
23									
24						\$	240,410.24	\$	19,875.28
25									
26									
27						\$	17,000.00		4.25%
28						\$	3,750.00		12.50%
29						\$	8,000.00		
30						\$	3,000.00		
31						\$	8,000.00		
32						\$	3,500.00		
33						\$	60,000.00		
34						\$	500.00		
35						\$	30,000.00		
36						\$	200.00		
37						\$	3,000.00		
38						\$	4,000.00		
39						\$	4,500.00		
40						\$	1,200.00		

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT - PARKS/REC

	A	B	C	D	O	P	Q	R	S
41			GARBAGE SERVICE			\$ 500.00	\$ 500.00		
42			TRAVEL, TRAINING & EDUCATION			\$ 500.00	\$ 500.00		
43			INSURANCE			\$ 17,000.00	\$ 21,000.00		
44			UNIFORMS			\$ 975.00	\$ 1,000.00		
45			MISCELLANEOUS			\$ 500.00	\$ 500.00		
46			PUBLIC EVENTS/REC EXPENSE			\$ 6,000.00	\$ 6,000.00		
47			* * * * *						
48									
49									
50			<b>SUBTOTAL SERVICES &amp; SUPPLIES</b>			\$ 168,975.00	\$ 178,150.00	\$ 9,175.00	
51									
52			DEPRECIATION			\$ 54,000.00	\$ 55,000.00		
53			Total Expenses			\$ 443,509.96	\$ 473,560.24	\$ 30,050.28	
54									
55									
56									
57			<b>PARKS CAPITAL OUTLAY</b>						
58									
59			RIDING MOWER			\$ 18,000.00			
60			PARK CAMERAS			\$ 20,000.00			
61									
62									
63									
64									
65									
66									
67			<b>SUBTOTAL CAPITAL OUTLAY</b>			\$ -	\$ 38,000.00	\$ 38,000.00	
68									
69									
70									
71			<b>TOTAL PARKS EXPENSES</b>			\$ 443,509.96	\$ 511,560.24	\$ 68,050.28	
72									
73									

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT - STREETS

	A	B	C	D	E	P	Q	R	S
1	<b>STREETS FUNCTION BUDGET - 24-25</b>					FINAL	FINAL	DIFFERENCE	NOTES
2						23-24	24-25		
3	<b><u>SALARIES &amp; RELATED</u></b>								
4									
5									
6			FIELD OPS TECH I			\$ 48,068.80	\$ 51,958.40		percentage of total salary
7			UTILITY PERSON FULL TIME			\$ 20,542.72	\$ 22,364.16		100%
8									40%
9			mechanic			\$ 13,902.80	\$ 14,314.64		20%
10									
11									
12			GENERAL MANAGER			\$ 19,897.28	\$ 20,811.28		20.00%
13			ACCOUNTANT			\$ 19,422.84	\$ 19,997.96		20%
14			P/T UTILITY BILLING COORDINATOR			\$ 2,199.56	\$ 2,198.52		10.0%
15			ADMINISTRATIVE SUPPORT ASSISTAN			\$ 16,199.36	\$ 19,244.48		20%
16									
17			STANDBY TIME			\$ 600.00	\$ 600.00		250 hours standby time for snow removal
18			SALARY CONTINGENCY			\$ 26,400.00	\$ 30,000.00		100% sick/vacation accrual
19									
20			SUBTOTAL SALARIES			\$ 167,233.36	\$ 181,489.44		
21									
22			BENEFITS & TAXES			\$ 68,300.00	\$ 78,400.00		dental/vision/life, health, pers, taxes
23									
24			<b>TOTAL SALARIES &amp; RELATED</b>			\$ 235,533.36	\$ 259,889.44	\$ 24,356.08	
25									
26			<b>SERVICES &amp; SUPPLIES</b>						
27			DEPRECIATION FUNDING			\$ 14,000.00	\$ 15,400.00		4.25%
28			BOARD OF TRUSTEES			\$ 4,800.00	\$ 3,750.00		12.50%
29			PROFESSIONAL SERVICES			\$ 12,000.00	\$ 12,000.00		
30			SAFETY PROGRAM			\$ 2,000.00	\$ 3,000.00		
31			ELECTRICITY			\$ 5,500.00	\$ 7,000.00		
32			EQUIPMENT RENTAL			\$ 500.00	\$ 500.00		
33			R & M SUPPLIES			\$ 15,000.00	\$ 15,000.00		



INDIAN HILLS GENERAL IMPROVEMENT DISTRICT - STREETS

	A	B	C	D	E	P	Q	R	S
34		BUILDING R & M				\$ 250.00	\$ 250.00		
35		FLEET VEHICLES - R & M				\$ 5,000.00	\$ 5,500.00		
36		EQUIPMENT R & M				\$ 4,500.00	\$ 5,000.00		
37		FUEL				\$ 4,500.00	\$ 5,500.00		
38		TELEPHONE				\$ 1,500.00	\$ 1,500.00		
39		OFFICE EXPENSE/DUES				\$ 600.00	\$ 600.00		
40		GARBAGE SERVICE				\$ 300.00	\$ 300.00		
41		TRAINING & EDUCATION & TRAVEL				\$ 500.00	\$ 500.00		
42		INSURANCE				\$ 17,000.00	\$ 21,000.00		
43		UNIFORMS				\$ 975.00	\$ 1,000.00		
44		MISCELLANEOUS				\$ 500.00	\$ 500.00		
45		* * * * *							
46		STREET PROJECTS/RIGHT OF WAY				\$ 20,000.00	\$ 20,000.00		
47									
48									
49		<b>SUBTOTAL SERVICES &amp; SUPPLIES</b>				\$ 109,425.00	\$ 118,300.00	\$ 8,875.00	
50									
51		DEPRECIATION				\$ 277,500.00	\$ 245,000.00		
52		<b>Total Expenses</b>				\$ 622,458.36	\$ 623,189.44	\$ 731.08	
53									
54		<b>STREETS FUNCTION - 24-25</b>				<b>FINAL</b>	<b>FINAL</b>		
55						<b>23-24</b>	<b>24-25</b>		
56		<b>CAPITAL OUTLAY</b>							
57									
58		STREET PROJECTS - Street reserve funds				\$	\$ 480,000.00		
59		STREET PROJECTS				\$ 505,000.00	\$		
60		DUMP TRAILER				\$	\$ 10,000.00		
61									
62									
63									
64		<b>SUBTOTAL CAPITAL OUTLAY</b>				\$ 505,000.00	\$ 490,000.00	\$ (15,000.00)	
65									
66		<b>TOTAL STREETS EXPENSES</b>				\$ 1,127,458.36	\$ 1,113,189.44	\$ (14,268.92)	

Streets

INDIAN HILLS GENERAL IMPROVEMENT DISTRICT-SEWER

	A	B	C	D	E	K	L	M	N
1	SEWER OPS BUDGET 2024-25					FINAL 23-24	FINAL 24-25	DIFFERENCE	
2									
3									
4	REVENUES								
5	SEWER FEES					\$ 1,011,000.00	\$ 1,061,954.00		
6	INTEREST					\$ 120.00	\$ 41,000.00		
7	RATE RESERVES USED								
8									
9									
10									
11	TOTAL REVENUES					\$ 1,011,120.00	\$ 1,102,954.00	\$ 91,834.00	
12									
13	SEWER OPS BUDGET 2024-25					FINAL 23-24	FINAL 24-25		
14									
15	EXPENSES								
16	SALARIES & RELATED								
17									
18	WASTEWATER OP SUPERVISOR					\$ 69,264.40	\$ 71,323.60		percentage of total salary
19	mechanic					\$ 20,854.20	\$ 21,471.96		100%
20									30%
21	WW OPS/MAINT II					\$ 62,317.20	\$ 66,102.80		100%
22	UTILITY PERSON FULL TIME					\$ 5,135.68	\$ 5,591.04		10%
23									
24									
25	GENERAL MANAGER					\$ 19,897.28	\$ 20,811.28		20%
26	ACCOUNTANT					\$ 19,422.84	\$ 19,997.96		20%
27	P/T UTILITY BILLING COORDINATOR					\$ 6,598.69	\$ 6,595.57		30.00%
28	ADMINISTRATIVE SUPPORT ASSISTANT					\$ 16,199.36	\$ 19,244.48		20%
29									
30	STANDBY					\$ 13,802.00	\$ 13,802.00		
31	SALARY CONTINGENCY / OT					\$ 55,198.00	\$ 57,000.00		100% of sick/vacation accrual
32	SUBTOTAL SALARIES					\$ 288,689.65	\$ 301,940.69		
33	BENEFITS AND TAXES					\$ 137,500.00	\$ 148,500.00		dental/vision/life, health, pers, taxes
34						\$ -	\$ -		
35	TOTAL SALARIES & RELATED					\$ 426,189.65	\$ 450,440.69	\$ 24,251.04	
36									

SEWER

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INDIAN HILLS GENERAL IMPROVEMENT DISTRICT-SEWER

	A	B	C	D	E	K	L	M	N
37									
38	SEWER OPS BUDGET 2024-25					FINAL 23-24	FINAL 24-25		
39	SERVICES & SUPPLIES								
40									
41									
42									4.25%
43									
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72									
73	SEWER OPS BUDGET 2024-25					FINAL	FINAL		

SEWER



INDIAN HILLS GENERAL IMPROVEMENT DISTRICT-SEWER

	A	B	C	D	E	K	L	M	N
74						23-24	24-25		
75		Debt service principal				\$ (110,851.63)	\$ (114,836.79)		
76		Debt service interest				\$ (43,437.33)	\$ (39,257.17)		
77		Total debt service				\$ (154,288.96)	\$ (154,093.96)		
78									
79		Sub cash flow before capital outlay, after depreciation				\$ (361,283.61)	\$ (340,180.65)		
80									
81									
82		CAPITAL OUTLAY							
83		DECANTER REPLACEMENT				\$ 8,000.00			
84		BLOWER OVERHAUL				\$ 10,000.00			
85		CAMERA TRAILER				\$ 20,000.00			
86		A/C, HEATER				\$ 7,000.00			
87									
88									
89		TOTAL CAPITAL OUTLAY				\$ 45,000.00	\$ 45,000.00		
90		Net Cash flow incl depreciation				\$ (361,283.61)	\$ (385,180.65)		
91									
92		Net Cash flow WITHOUT depreciation, sewer				\$ 21,716.39	\$ 4,819.35	\$ (16,897.04)	

SEWER

INDIAN HILLS GENERAL IMPROVEMENT -DISTRICT-WATER

	A	B	C	G	H	K	L	M	N	O
							FINAL 23-24	FINAL 24-25	DIFFERENCE	NOTES
1										
2										
3										
4										
5										
6										
7							\$ 880,000.00	\$ 924,585.00		
8							\$ 525,000.00	\$ 525,000.00		
9							\$ 12,441.60	\$ 12,441.60		
10							\$ 4,000.00	\$ 60,000.00		
11								\$ 60,000.00		reserves to be used for North Tank
12										
13										
14										
15										
16										
17							\$ 1,421,441.60	\$ 1,582,026.60	\$ 160,585.00	
18										
19										
20										
21										
22										percentage of total salary
23							\$ 90,211.20	\$ 94,620.80		100%
24							\$ 54,725.20	\$ 56,264.00		100%
25							\$ 20,854.20	\$ 21,471.96		30%
26							\$ 5,135.68	\$ 5,591.04		10%
27										
28										
29							\$ 19,897.28	\$ 20,811.28		20%
30							\$ 19,422.84	\$ 19,997.96		20%
31							\$ 8,798.25	\$ 8,794.10		40.00%
32							\$ 16,199.36	\$ 19,244.48		20%
33										
34										
35										
36							\$ 13,802.00	\$ 13,802.00		
37							\$ 77,500.00	\$ 65,000.00		
38							\$ 326,546.01	\$ 325,597.62		vaca/sick buyout(100% of accrual) call-out/OT
39							\$ 110,700.00	\$ 114,200.00		dental/vision/life, health, pers. taxes
40										

INDIAN HILLS GENERAL IMPROVEMENT -DISTRICT-WATER

	A	B	C	G/H	K	L	M	N	O
41	TOTAL SALARIES & RELATED					\$ 437,246.01	\$ 439,797.62	\$ 2,551.61	
42									
43	WATER OPERATIONS BUDGET 2024-25								
44	SERVICES & SUPPLIES					FINAL 23-24	FINAL 24-25		
45									
46	ACTUAL DEPRECIATION FUNDING					\$ 37,800.00	\$ 39,400.00		4.25%
47	RATE INCREASE RESERVES					\$ 200,000.00	\$ 200,000.00		25%
48	BOARD OF TRUSTEES					\$ 9,600.00	\$ 7,500.00		
49	PROFESSIONAL SERVICES					\$ 35,500.00	\$ 35,500.00		
50	SAFETY PROGRAM					\$ 3,000.00	\$ 3,000.00		
51	UTILITIES - ELECTRICITY					\$ 70,000.00	\$ 85,000.00		
52	UTILITIES - GAS					\$ 7,000.00	\$ 9,000.00		
53	PURCHASE OF MINDEN WATER					\$ 218,550.00	\$ 227,950.00	235 million @.97 per 1000	
54	O&M-SUPPLIES					\$ 25,000.00	\$ 28,000.00		\$10,000 for water meter replacement
55	BUILDING R & M					\$ 2,500.00	\$ 2,500.00		
56	VEHICLE EXPENSE - R & M					\$ 3,000.00	\$ 3,000.00		
57	EQUIPMENT R & M					\$ 6,000.00	\$ 6,000.00		
58	VEHICLE EXPENSE - FUEL					\$ 6,500.00	\$ 6,800.00		
59	TREATMENT CHEMICALS					\$ 8,000.00	\$ 8,500.00		
60	OFFICE EXPENSE					\$ 3,200.00	\$ 3,500.00		
61	TELEPHONE					\$ 12,000.00	\$ 9,000.00		
62	GARBAGE SERVICE					\$ 500.00	\$ 500.00		
63	TRAINING & EDUCATION & TRAVEL					\$ 5,000.00	\$ 5,000.00		
64	INSURANCE					\$ 17,000.00	\$ 21,000.00		
65	LABORATORY FEES					\$ 7,000.00	\$ 10,000.00		
66	PERMIT FEES					\$ 5,500.00	\$ 5,500.00		
67	MAILINGS/POSTAGE					\$ 6,000.00	\$ 9,000.00		
68	UNIFORMS					\$ 1,625.00	\$ 1,700.00		
69	MISCELLANEOUS					\$ 500.00	\$ 500.00		
70									
71	* * * * *								
72									
73									
74	SUBTOTAL SERVICES & SUPPLIES					\$ 690,775.00	\$ 727,850.00	\$ 37,075.00	
75									
76	DEPRECIATION					\$ 545,000.00	\$ 503,000.00		
77	TOTAL EXPENSES					\$ 1,673,021.01	\$ 1,670,647.62	\$ (2,373.39)	
78									
79	EXCESS OF REVENUE OVER EXPENSES					\$ (251,579.41)	\$ (88,621.02)		
80									

INDIAN HILLS GENERAL IMPROVEMENT -DISTRICT-WATER

	A	B	C	G	H	K	L	M	N	O
81										
82	WATER OPERATIONS BUDGET 2024-25									
83										
84		Connection fees								
85		(Cash received from bond proceeds)								
86		Debt service principal								
87		Debt service interest								
88		Total debt service								
89										
90		Sub cash flow before capital outlay, after depreciation								
91										
92										
93										
94	CAPITAL OUTLAY									
95										
96		NORTH TANK								
97										
98										
99										
100										
101										
102										
103										
104		SUBTOTAL - CAPITAL OUTLAY								
105		Net Cash flow incl depreciation								
106										
107		Net Cash flow WITHOUT depreciation, water								
108										

# **AGENDA ITEM 7a.**

## **Reports to the Board:**

### **a. General Manager Report**

- 1. Administrative**
- 2. Water**
- 3. Wastewater**

We have finished the Indian Drive Project, and it looks great! There were a few hiccups at the end, but we got it worked out. The Top Hats remained an issue, but we have an acceptable solution with Pro Pipe and they should be completely done as of the time of this meeting.

We have again run into the issue of vandalism in the district. We installed automatic locks on all of the restrooms, including the restrooms by the ball fields, so that we can leave the restrooms open during normal hours. Even with the locks, somebody jammed the lock full of toilet paper to block the door, then tore all of the dispensers from the wall.

The skate park was graffitied again with profanity and inappropriate images. The park's crew was able to quickly clean up the graffiti, but the materials cost is still high to replace that cleaning product.

As of now we have put almost \$1,500 into sprinkler repairs in North Sunridge Park. Somebody is going along and kicking the sprinklers, breaking the stems off, or breaking the sprinklers. These are not your \$12 household sprinkler heads; these are \$60 sprinkler heads that are being destroyed.

I emailed the Undersheriff to solicit his assistance in combating this problem, and DCSO increase the patrols throughout the district. Unfortunately, they cannot sit here throughout the night. The Sheriff himself expressed his concern with the vandalism and asked the DCSO team to place their camera trailer out here. You'll notice in the budget that Stacie put some money aside from the streets fund for us to get a camera system for the parks. I will get some quotes for a good system.

I have done some planning with our District Engineer regarding the upcoming streets projects. We have a couple of options for the PCI update this year, which I will be bringing to the board at the June meeting. Our next road will be the eastern end of Amador Circle, Placer Court, and Ore Court. I am working on keeping our street costs down this year (besides the PCI) to keep the reserves to go straight into another road replacement next year. This will also be an opportunity to do some water main repairs under Amador, specifically a valve replacement on a broken valve.

The staff have completed their POOL trainings. Brooke has done a great job of keeping the training curriculum current for our staff to do their annual online training.

Our entire parks staff attended Weed Warrior training for 2.5 days. This is going to give them a firm knowledge of weeds and how to mitigate weed problems.

We hosted our first community cleanup day for the year, and it was a record! The dumpsters were full by 10:30 in the morning. Usually, we go until between 11:30 and noon before they're full, but this year they filled up quick.

It is official, we are hosting a 5K fun run here with the Carson Valley Trails Association on October 19th. It will start at the end of the cul de sac in James Lee Park. We will be meeting in

the next few weeks to start the planning and course layout. This will be a fun event that really promotes Indian Hills.

## **Administrative Report**

May 2024

The ACH program continues to be well received. Residents are thankful the district has implemented this option for payments. We currently have 572, 28.316% of residents taking advantage of automatic withdrawal. We continue to receive requests and new authorization forms daily.

In March we sent out thirty-five past-due bills resulting in two disconnections, both properties remain off. They are most likely vacant.

In April we sent out twenty-eight past due bills resulting in one disconnection. That account paid in full, and service was restored.

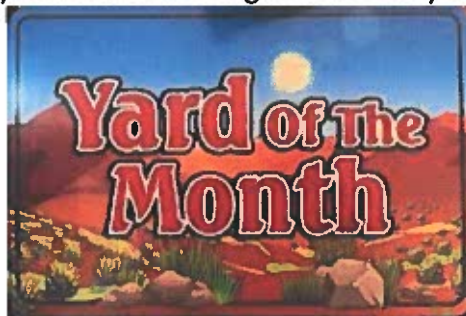
The district's Gazebo reservations are picking up in anticipation of the summer months with four reservations for James Lee Park Gazebo and one for North Sunridge Park Gazebo so far for the month of May. Excel Athletics Football League is back at it after a few years hiatus, they have games on Saturdays through June 8, 2024.

Sierra Lutheran High School's Baseball season has ended. Bob, the Head Coach has contacted me, the team would like to spend an afternoon making improvements to the Dugout. I am coordinating with him to have the team repaint the dugouts. The district will provide the supplies needed and the team will do the work.

We had three new account sign ups in March and five in April. These are homes that have changed ownership.

I have completed the Pool Pact HR Assessment phase 1 program and received the maximum grant amount of \$1,000.00 which was used to purchase a new two drawer fireproof file cabinet.

The District will be holding a yard of the month contest for the months of June, July, and August. The district will be divided into different areas. Judges for each area will determine the winners each month. Winners will receive a sign to place in their front yard for the month, an announcement in the monthly newsletter and a gift card. Every home is automatically entered.



(Signs graciously designed and donated by Alpine Signs)

Our annual Summer Kick off is scheduled for Saturday, June 22, 2024, at James Lee Park from 11:00AM-2:00PM. As always, I am looking for volunteers to BBQ and help gather participants for the activities. Please let me know if you would like to volunteer.

## **Water Department Report**

May 2024

### **Water Quality:**

- The Bac-T sample results for March and April 2024 came back good.
- The Hobo water plant received 8.2 MG of (Minden) water for the month of March and 15.2 MG for the month April.
- North Well and South Well have been turned off for the winter due to low demand.
- Ridgeview Well pumped 1.5 MG of water for March and 1 MG for April.
- Hobo well has been turned off for the winter.

### **Water Plant Rounds:**

Every morning all operations of the Water plant are checked. Morning rounds consist of,

- The water level and operation of all water storage tanks are checked and recorded.
- The water pressure at the plant and off-site booster stations is checked and recorded.
- All flow and totalizer meters are checked, and the amount of water used is recorded.
- The booster pumps at the plant are checked for proper voltage and current. They are also checked for excessive temperatures at bearings and checked for any water leaks. All information is recorded.
- Water samples are taken from the plant, and we check the water for proper chlorine residual and calibrate the chlorine analyzer as needed. We also check the water for PH, clarity, and temperature. All information is recorded.
- Trends of the water system are checked threw SCADA. Checking these trends for anomalies in the distribution system can give us an early warning of future problems.

### **Maintenance:**

- The Water department excavated a water main near 3481 Tourmaline Dr. due to a leak on a coupling on the water main. We were able to tighten down the fitting on the coupling to stop the leak.



- The Water department excavated a water meter pit at 3468 Vista Grande due to the pit being shattered from a vehicle running over it. Replacement of the water pit was necessary due to the poor condition of the pit.
- The Water department excavated a water meter pit at 975 Shadow Dr. due to a leak in one of the coils located in the pit. Removal of the sidewalk was necessary to fix the leak.
- The Water department excavated a water meter pit at 1003 Mica Dr. due to a leak in one of the coils located in the pit. Removal of the sidewalk was necessary to fix the leak.
- The Water department excavated a water meter pit at 3441 Basalt Dr. due to a resident tampering with the pit and breaking a shut off valve located in the pit.
- The Water department replaced the pump seal and pump motor on booster pump 2 at North Park booster. The seal was replaced due to it leaking and the motor was replaced because of excessive bearing noise due to a worn-out bearing.

## **Wastewater Department Report**

May 2024

**1: Treatment plant:** United Electrical installed the new south decanter VFD drive. Codale and Sierra Controls completed the set-up with no interruption to plant operation.

The north decanter screw drive motor failed. The basin was only down for 3 days, and we installed a new motor.

We installed new v-belt pulleys and a new motor we had on the shelf on the headworks blower. The old pulleys were worn out due to many years of operation.

I have set mice bait and traps in the blower building, chlorine room and the dewatering building to stop a mouse infestation. I have killed 6 mice so far.

**2: Lift Stations:** The #2 pump at Lift 2 ragged. We pulled the pump and found a fiberglass "top hat" from the Indian sewer liner job clogging the discharge of the pump. We were able to clear the blockage and put the pump back in service.

All 4 lift stations continue to perform satisfactorily.

**3: Sewer Collection:** Ryan inspected problem manholes and is editing the list as needed. He is up to date on manhole flushing.

The Indian construction job is substantially complete. Pro pipe is back on 5-15-24 to clean up 7 or 8 bad Top Hat installations.

Ryan is working on improving manhole access in Easterling canyon behind Granite court. Bad drainage had washed out the road. Ryan has installed a culvert to improve drainage and is repairing erosion and the road surface.

Continue weekly check of sewer hot spots (manholes that develop above average grease buildup) and physically pulling sewer lids, checking for flow, debris, root intrusion and confirming locations in relation to our plot maps. This ongoing maintenance of the sewer system has been very successful; we have identified potential problems long before they develop into messy situations.

# **AGENDA ITEM 7b.**

## **Reports to the Board:**

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

**INDIAN HILLS GID  
CASH BALANCES  
AS OF 4/30/24**

<b>CASH BALANCES</b>	<b>4/30/2024</b>
Operating	\$ 5,187,073.27
Reserved from rate increase	\$ 2,721,481.29
Reserved for Parks	\$ 20,469.84
Reserved for streets	\$ 1,280,314.42
Reserved for water tank	\$ 35,250.85
<b>Operating Available</b>	<b>\$ 1,129,556.87</b>
<b>Payroll</b>	<b>\$ 43,542.35</b>
Money Market-Nevada State Bnk	\$ 1,642,324.87
Reserve for Infrastructure	\$ 709,912.01
Reserve for Connections	\$ 603,636.66
Reserve for storm water mgt	\$ 50,187.39
Reserve for sewer debt reserves	\$ 61,326.60
Reserve for short lived assets	\$ 51,162.70
<b>Money Market Available</b>	<b>\$ 166,099.51</b>
<b>Money Market-Moreton</b>	<b>\$ 3,113,604.08</b>
<b>Pipeline</b>	\$ 607,346.20
Reserve for USDA debt service	\$ 40,284.00
Reserve for O&M	\$ 67,941.82
Reserve for short lived assets	\$ 355,517.95
Reserve for AB198 capital repl	\$ 127,254.88
Reserve for construction	\$ 16,347.55
<b>Pipeline Available</b>	<b>\$ -</b>
<b>Total</b>	<b>\$ 4,452,802.81</b>
<b>Investment Pool</b>	
IHGID	\$ 9,421.71
IHCIP (2m 2007 Bonds)	\$ 131,241.53
Drinking Revenue Bond	\$ 207,190.96
<b>Total</b>	<b>\$ 347,854.20</b>

**INDIAN HILLS GID  
CASH BALANCES BY FUND  
4/30/2024**

<b>CASH BALANCES</b>	<b>4/30/2024</b>		
	<b>WATER</b>	<b>SEWER</b>	<b>ADMIN</b>
Operating	940,553.12	1,864,445.10	2,382,075.04
Reserved from rate increase	1,339,769.44	1,381,711.85	
Reserved for streets			1,280,314.42
Reserved for parks			20,469.84
Reserved for water tank	35,250.85		
<b>Operating Available</b>	<b>-434,467.17</b>	<b>482,733.25</b>	<b>1,081,290.78</b>
Money Market-Nevada State Bank	432,751.72	749,563.27	460,009.88
Reserve for Infrastructure	168,879.88	230,463.66	310,568.47
Reserve for Connections	314,643.33	288,993.33	
Reserve for storm water mgt			50,187.39
Reserve for sewer debt service		61,326.60	
Reserve for sewer short lived assets		51,162.70	
<b>Money Market Available</b>	<b>-50,771.49</b>	<b>117,616.98</b>	<b>99,254.02</b>
<b>Money Market-Moreton</b>	<b>1,037,868.03</b>	<b>1,037,868.02</b>	<b>1,033,092.44</b>
Pipeline	607,346.20		
Reserve for debt service (fully funded)	40,284.00		
Reserve for O&M	67,941.82		
Reserve for short lived assets	355,517.95		
Reserve for AB198 capital replacement	127,254.88		
Reserve for construction	16,347.55		
	<b>0.00</b>		
<b>TOTAL AVAILABLE</b>	<b>552,629.37</b>	<b>1,638,218.25</b>	<b>2,213,637.24</b>

INDIAN HILLS GID  
ATTORNEY EXPENSES  
APRIL 2024

MONTHLY FEE	3,000.00
TOTAL	<u>3,000.00</u>

INDIAN HILLS GID  
LONG TERM DEBT  
AS OF 4/30/24

DEBT	BALANCE	PAYMENT	FINAL PAYMENT	INTEREST RATE
WATER 2003 BOND	\$ 226,980.40	59,220.37	1/1/2026	3.46%
WATER/SEWER 2007 BOND *	\$ 425,000.00	** due Jan and July	11/1/2026	4.00%
USDA SEWER	\$ 1,104,041.11	4,754.08 MONTHLY	1/1/2052	2.75%
USDA PIPELINE	\$ 728,678.51	3,357.00 MONTHLY	8/1/2051	3.25%
PIPELINE 2010 STATE	\$ 480,166.29	40,343.06 due Jan and July	7/1/2030	2.57%
	<b>\$ 2,964,866.31</b>			

\* (35% WATER, 65% SEWER)  
\*\* payment amount varies

**INDIAN HILLS GID  
ENGINEERING EXPENSES  
APRIL 2024**

ENGINEERING FEES	2,000.00
WILL SERVE	185.00
	<u>2,185.00</u>



Indian Hills General Improvement District  
OVERTIME/CALLOUT HOURS  
April 2024

Employee	pay date 4/5/2024		pay date 4/19/2024		pay date		Total Hours	Total Earnings
	Hours	0.00	Hours	71.82	Hours	0.00		
WATER TECH		0.00	2	71.82		0.00	2	71.82
WATER TECH		0.00		0.00		0.00	0	0.00
PARKS	3.5	117.50		0.00		0.00	3.5	117.50
PARKS		0.00		0.00		0.00	0	0.00
STREETS		0.00		0.00		0.00	0	0.00
STREETS		0.00		0.00		0.00	0	0.00
WATER SUPER		0.00	2	131.10		0.00	2	131.10
WATER SUPER	4	279.32		0.00		0.00	4	279.32
ADMIN SUPPORT	7.5	500.10		0.00		0.00	7.5	500.10
ADMIN SUPPORT		0.00		0.00		0.00	0	0.00
SEWER TECH		0.00		0.00		0.00	0	0.00
SEWER TECH		0.00	2	96.06		0.00	2	96.06
SEWER SUPER		0.00	3	160.38		0.00	3	160.38
SEWER SUPER		0.00		0.00		0.00	0	0.00
MECHANIC		0.00		0.00		0.00	0	0.00
MECHANIC		0.00		0.00		0.00	0	0.00
TOTALS	15.00	896.92	9.00	459.36	0.00	0.00	24.00	1,356.28

**INDIAN HILLS GID  
REVENUE AND EXPENSE  
NOT INCLUDING DEPRECIATION  
FOR THE PERIOD ENDED APRIL 30, 2024  
WATER**

<b>INCOME</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>(OVER)/ UNDER</b>	<b>83.33%</b>
FEES	1,405,000.00	1,180,250.65	224,749.35	84.00%
CONNECTION FEES	0.00	5,130.00	(5,130.00)	0.00%
CRICKET/VERIZON	12,441.60	9,331.20	3,110.40	75.00%
GRANT INCOME	0.00	0.00	0.00	0.00%
INTEREST	4,000.00	54,869.06	(50,869.06)	1371.73%
MISCELLANEOUS	0.00	250.00	(250.00)	0.00%
<b>TOTAL REV</b>	<b>1,421,441.60</b>	<b>1,249,830.91</b>	<b>171,610.69</b>	<b>87.93%</b>
<b>EXPENSES</b>				
SALARIES/BENEFITS	437,246.01	316,071.99	121,174.02	72.29%
OPERATING EXP	452,975.00	312,221.09	140,753.91	68.93%
DEBT PRINCIPAL	236,732.60	148,045.25	88,687.35	62.54%
DEBT INTEREST	55,038.28	49,598.40	5,439.88	90.12%
** CAPITAL OUTLAY	0.00	694,166.65	(694,166.65)	0.00%
<b>TOTAL EXP</b>	<b>1,181,991.89</b>	<b>1,520,103.38</b>	<b>(338,111.49)</b>	<b>128.61%</b>
<b>PROFIT</b>	<b>239,449.71</b>	<b>(270,272.47)</b>	<b>509,722.18</b>	
<b>NON-CASH</b>				
infrastructure depletion (DEPRECIATION)	545,000.00	449,789.57	95,210.43	82.53%

\*\* Indian Drive project paid from reserves

**INDIAN HILLS GID  
REVENUE AND EXPENSE  
NOT INCLUDING DEPRECIATION  
FOR THE PERIOD ENDED APRIL 30, 2024  
SEWER**

<b>INCOME</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>(OVER)/ UNDER</b>	<b>83.33% %</b>
FEEs	1,011,000.00	914,854.83	96,145.17	90.49%
CONNECTION FEES	0.00	0.00	0.00	0.00%
INTEREST	120.00	38,120.54	(38,000.54)	31767.12%
MISCELLANEOUS	0.00	250.00	(250.00)	0.00%
<b>TOTAL REV</b>	<b>1,011,120.00</b>	<b>953,225.37</b>	<b>57,894.63</b>	<b>94.27%</b>
<b>EXPENSES</b>	<b>BUDGET</b>	<b>ACTUAL</b>	<b>(OVER)/ UNDER</b>	<b>83.33% %</b>
SALARIES/BENEFITS	426,189.65	326,248.02	99,941.63	76.55%
OPERATING EXP	221,425.00	182,619.59	38,805.41	82.47%
DEBT PRINCIPAL	110,851.63	105,585.87	5,265.76	95.25%
DEBT INTEREST	43,437.33	35,118.07	8,319.26	80.85%
** CAPITAL OUTLAY	0.00	282,976.03	(282,976.03)	0.00%
<b>TOTAL EXP</b>	<b>801,903.61</b>	<b>932,547.58</b>	<b>(130,643.97)</b>	<b>116.29%</b>
<b>PROFIT (LOSS)</b>	<b>209,216.39</b>	<b>20,677.79</b>	<b>188,538.60</b>	
<b>NON-CASH:</b>				
infrastructure depletion (DEPRECIATION)	383,000.00	321,566.38	61,433.62	83.96%

\*\* Indian Drive project paid from reserves

**INDIAN HILLS GID  
REVENUE AND EXPENSE  
NOT INCLUDING DEPRECIATION  
FOR THE PERIOD ENDED APRIL 30, 2024  
GENERAL**

<b>INCOME</b>		<b>BUDGET</b>	<b>ACTUAL</b>	<b>(OVER)/ UNDER</b>	<b>83.33% %</b>
	AD VALOREM	1,154,366.00	1,151,552.84	2,813.16	99.76%
	DOUGLAS CO. CONSOLIDATED TAX	404,710.00	313,952.59	90,757.41	77.57%
	PARK REV	500.00	430.00	70.00	86.00%
	GRANT	0.00	0.00	0.00	0.00%
	DONATIONS	0.00	5,969.84	(5,969.84)	0.00%
	MISCELLANEOUS	0.00	0.00	0.00	0.00%
	INTEREST	2,500.00	39,769.59	(37,269.59)	1590.78%
	STORM WATER	21,700.00	18,336.55	3,363.45	84.50%
	<b>TOTAL REV</b>	<b>1,583,776.00</b>	<b>1,530,011.41</b>	<b>53,764.59</b>	<b>96.61%</b>
<b>EXPENSES</b>					
ADMIN	SALARIES/BENEFITS	101,919.04	78,735.86	23,183.18	77.25%
	OPERATING EXP	223,950.00	171,933.00	52,017.00	76.77%
	CAPITAL OUTLAY	0.00	0.00	0.00	0.00%
PARKS	SALARIES/BENEFITS	220,534.96	136,022.57	84,512.39	61.68%
	OPERATING EXP	153,175.00	105,578.12	47,596.88	68.93%
	** CAPITAL OUTLAY	0.00	5,500.00	(5,500.00)	0.00%
STREETS	SALARIES/BENEFITS	235,533.36	148,729.99	86,803.37	63.15%
	OPERATING EXP	92,118.00	59,930.24	32,187.76	65.06%
	CAPITAL OUTLAY	508,307.00	224,370.12	283,936.88	0.00%
	<b>TOTAL EXP</b>	<b>1,535,537.36</b>	<b>930,799.90</b>	<b>604,737.46</b>	<b>60.62%</b>
	<b>PROFIT</b>	<b>48,238.64</b>	<b>599,211.51</b>	<b>(550,972.87)</b>	

**NON-CASH:**

infrastructure depletion (DEPRECIATION)	338,000.00	244,537.32	93,462.68	72.35%
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\*\* tennis courts from 22-23 budget reserved



**INDIAN HILLS GID  
SEWER FUND SUMMARY  
4/30/2024**

CASH BALANCES	LOAN BALANCES	REVENUES / EXPENSES
<p>Operating Reserved from rate increase</p> <p><b>Operating Available</b></p> <p>Money Market Reserve for Infrastructure Reserve for Connections Reserve for sewer debt service Reserve for sewer short lived assets</p> <p><b>Money Market Available</b></p>	<p>Sewer Bond-1999 Sewer Bond-2012 (65%) USDA sewer bond</p>	<p>User Fees Late fees Connection fees Interest Misc income</p> <p><b>TOTAL REVENUE</b></p> <p>Salaries/Benefits Operating Exp Interest Exp Capital Outlay</p> <p><b>TOTAL EXPENSES</b></p>
<p>\$1,864,445.10 \$1,381,711.85</p> <p><b><u>\$482,733.25</u></b></p> <p>\$749,563.27 \$230,463.66 \$288,993.33 \$61,326.60 \$51,162.70</p> <p><b><u>\$117,616.98</u></b></p>	<p>\$ - \$ 276,250.00 \$ 1,104,041.11</p>	<p>\$902,094.16 \$12,760.67 \$0.00 \$38,120.54 \$250.00</p> <p><b><u>\$953,225.37</u></b></p> <p>\$ 326,248.02 \$ 182,619.59 \$ 35,118.07 \$ 282,976.03</p> <p><b><u>\$ 826,961.71</u></b></p>
<p><b>TOTAL AVAILABLE</b></p>	<p><b>TOTAL LOANS</b></p>	<p><b>INCOME (LOSS)</b></p>
<p><b><u>\$600,350.23</u></b></p>	<p><b><u>\$ 1,380,291.11</u></b></p>	<p><b><u>\$ 126,263.66</u></b></p>

**INDIAN HILLS GID  
ADMIN, PARKS, STREETS SUMMARY  
(AD VALOREM)  
4/30/2024**

CASH BALANCES	ADMIN	REVENUES / EXPENSES
Operating	\$2,382,075.04	Storm water fees \$18,336.55
Reserved for streets	\$1,280,314.42	Consolidated Tax \$313,952.59
Reserved for parks	\$25,619.87	Ad Valorem Tax \$1,151,552.84
<b>Operating Available</b>	<b>\$1,076,140.75</b>	Recreation Fees \$430.00
		Interest Income \$39,769.59
		Grant fund received \$0.00
		Miscellaneous \$5,969.84
Money Market	\$460,009.88	<b>TOTAL REVENUE</b> <u><b>\$1,530,011.41</b></u>
Reserve for Infrastructure	\$310,568.47	Salaries/Benefits \$363,488.42
Reserve for storm water mgt	\$50,187.39	Operating Exp \$337,441.36
		Capital Outlay \$229,870.12
<b>Money Market Available</b>	<b>\$99,254.02</b>	<b>TOTAL EXPENSES</b> <u><b>\$930,799.90</b></u>
<b>TOTAL AVAILABLE</b>	<b>\$1,175,394.77</b>	<b>INCOME (LOSS)</b> <u><b>\$599,211.51</b></u>

# **AGENDA ITEM 7c.**

## **Reports to the Board:**

### **c. Engineer Report**



# **AGENDA ITEM 7d.**

## **Reports to the Board:**

### **d. Attorney Report**

# **AGENDA ITEM 8.**

**Discussion and possible action to approve a change order from Lumos & Associates in the amount of \$18,000 for professional services related to the Indian Drive project.  
(District Engineer, Colin Sturge/General Manager, Chris Johnson)**



**Carson City**  
308 N. Curry Street, Suite 200  
Carson City, Nevada 89703  
775.883.7077

May 15<sup>th</sup>, 2024

Chris Johnson, District Manager  
Indian Hills General Improvement District  
3394 James Lee Park Road #A  
Carson City, NV 89705

**Re: Addendum to Professional Services  
Indian Drive Construction Assistance**

Dear Chris:

Lumos & Associates, Inc. (Lumos) is providing this addendum for additional construction services associated with the Indian Drive Reconstruction and Waterline Project.

**Addendum Understanding**

**Task 6 Increase – Construction Staking by \$4,000**

The additional scope requested for this task includes the additional time required to calculate reference points and stake the Yard & Washpad scope of work. This was not included in Lumos' original scope of work associated with the Indian Drive project because the Yard & Washpad project was added to the Indian Drive Project shortly before bidding of the Indian Drive project. The Yard project was added to capture cost efficiencies from a Contractor performing the Indian Drive Project in the same vicinity as the Yard & Washpad Project.

**Task 7 Increase – Construction Inspection & Testing by \$14,000**

There are two primary justifications for requesting the additional funds related to this task. The first reason for the additional scope/fee is related to the additional time/work required to perform construction inspection and testing for the Yard & Washpad scope of work. This additional inspection and testing included:

- Compaction testing on backfill material of the new storm drain pipe, to verify settlement would not occur.
- Concrete Testing of the concrete washpad to verify the required strength and concrete properties were achieved.
- Inspection of the installation, including verification that pipe slopes were met, and the trench drain in the wash pad was installed at the correct elevations.

This was not included in Lumos' original scope of work associated with the Indian Drive project because the Yard & Washpad project was added to the Indian Drive Project shortly before bidding of the Indian Drive project. The Yard project was added to capture cost efficiencies from a Contractor performing the Indian Drive Project in the same vicinity as the Yard & Washpad Project.

The second reason for the additional scope/fee is related to the increase of concrete sidewalk, curb and gutter on the Indian Drive scope of work. The addition of sidewalk, curb and gutter was due to the project's design occurring roughly 2-years prior to the actual construction project (and one of the worst winters in Northern NV recorded history occurring between the evaluation of sidewalk and the construction project – causing significant deterioration). The extent of concrete work increased by

50%. This additional sidewalk, curb and gutter scope required significantly more concrete testing to be performed to verify strength and adequacy of the concrete.

**ADDENDUM No. 3 TO CONSULTANT AGREEMENT**

**Extra Work Authorization Form**

The consultant agreement dated 7/29/2021 for professional services between LUMOS & ASSOCIATES, INC., and Indian Hills GID for Indian Drive Reconstruction Project  
(project name)

is hereby amended as follows:

Task 6 Increase - Construction Staking by \$4,000

Task 7 Increase - Construction Inspection & Testing by \$14,000

**COMPENSATION ARRANGEMENT**

- Time and materials payment per current fee schedule (attached) not to exceed \_\_\_\_\_
- Lump sum payment \_\_\_\_\_
- Other (specify) \_\_\_\_\_

Backcharge: Yes  No  To Whom: \_\_\_\_\_

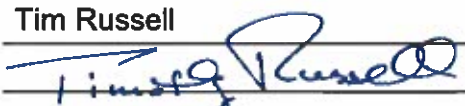
Job No.: 10500.001 Task No./Description: \_\_\_\_\_

ORIGINAL CONTRACT AMOUNT:	<u>141,550</u>
TOTAL PREVIOUS ADDENDUMS:	<u>118,450</u>
TOTAL THIS ADDENDUM:	<u>18,000</u>
REVISED CONTRACT AMOUNT:	<u>\$278,000</u>

All other terms and conditions remain unchanged.

**LUMOS & ASSOCIATES, INC.**

**CLIENT**

PRINT Tim Russell  
SIGN   
TITLE Engineering Director  
DATE 5/15/24

PRINT \_\_\_\_\_  
SIGN \_\_\_\_\_  
TITLE \_\_\_\_\_  
DATE \_\_\_\_\_

Copies to Client for signature; return one to Lumos & Associates, Inc.

# **AGENDA ITEM 9.**

**Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. regarding a 50-foot right-of-way associated with future development at 3292 Plymouth Drive.  
(Mark Johnson, P.E. with Stanka Consulting LTD)**



**Carson City**  
308 N. Curry Street, Suite 200  
Carson City, Nevada 89703  
775.883.7077

5/15/2024

Chris Johnson, General Manager  
Indian Hills GID  
3394 James lee park Road #A  
Carson City, NV 89705

**Subject: Indian Hills GID Tentative Map Review – Lily Court**

Dear Mr. Johnson:

As previously discussed with you and the Board of Trustees, the owner of 3282 and 3292 Plymouth Road is endeavoring to split the two existing parcels into a total of 6 parcels (5 new parcels, and one existing home remaining on a parcel). The request to split these parcels is currently provided in a tentative map submittal through Douglas County.

As part of the required steps/conditions above to create the parcels the applicant has submitted a tentative map to the District for review, input, and acceptance of the proposed 50-foot ROW along with maintenance related to water, sewer, drainage, and surface improvements. Please note that the applicant has provided a draft water right for dedication to meet the District's water right's requirements. Once all the components of that water right dedication are completed, we will bring that water right dedication back to the board for formal acceptance of the dedication. Additionally, please note that the Will Serve requests will still need to be completed for the requested service to all the parcels to formalize that component/condition.

On April 18<sup>th</sup>, 2024, Lumos & Associates (Lumos) received the following documents from Douglas County for review as IHGID's District Engineer:

- Tentative Map for 3282 & 3292 Plymouth Drive subdivision into six parcels, including acceptance by IHGID of the proposed 50-foot ROW, and maintenance of the water, sewer, and surface improvements.

We have reviewed the submitted tentative map, the reduced ROW from 60-ft to 50-ft, and the related requests of IHGID to maintain water, sewer, and surface improvements, and offer the following recommendations and related conditions of approval:

1. Related to the reduced ROW width from 60-ft to 50-ft for the future development of Lily Ct., we recommend that the Board of Trustees provide for acceptance subject to the following conditions:
  - a. Board approval of the proposed Tentative Map.
  - b. Final Improvement plans for all future improvements shall be submitted to the District for the District's engineer to review and approve prior to construction.
  - c. Payment of all District's Fees for review, will services, etc.
2. Related to water, sewer and surface facilities (i.e. asphalt pavement road, sidewalk, curb & gutter within ROW), we recommend that the Board of Trustees provide for acceptance of the maintenance subject to the following conditions:
  - a. Board approval of the proposed Tentative Map.
  - b. Final Improvement plans for all future improvements shall be submitted to the District for the District's engineer to review and approve prior to construction.

- c. Payment of all District's Fees for review, will services, etc.
  - d. Completion of Will Serve requests
  - e. Acceptance of water rights for the proposed improvements is contingent upon completion of items identified during the water rights dedication process, and the water right review from 3/22/24 (letter attached).
  - f. Completion of the proposed facilities, including sign off by Douglas County inspector and IHGID staff.
  - g. Recording of the Final Map.
3. Related to the proposed tentative map, we recommend that the Board of Trustees provide for acceptance, given that the conditions listed above are met.

If you have any questions, please do not hesitate to contact us at 775.883.7077.

Sincerely



Collin Sturge, P.E.  
Project Manager – IHGID District Engineer



**INDIAN HILLS GENERAL IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA ITEM REQUEST FORM**

**Please provide the following information for an item to be placed on the Agenda for a Board of Trustees Meeting:**

**Today's Date:** 5-9-2024

**Date/Month of Meeting:** 5-22-2024

**Meeting Type:** 3<sup>rd</sup> Wednesday Business

**Your Name and Title:** Mark Johnson, P.E. - Associate Engineer

**Your Company or Organization Name:** Stanka Consulting, LTD

**Phone Number:** 775-430-6273 / 775-885-9283

**Check One:** Discussion Only Item       Discussion and Possible Action Item

**Agenda Item Title:** Request for approval of 50' right-of-way for proposed street

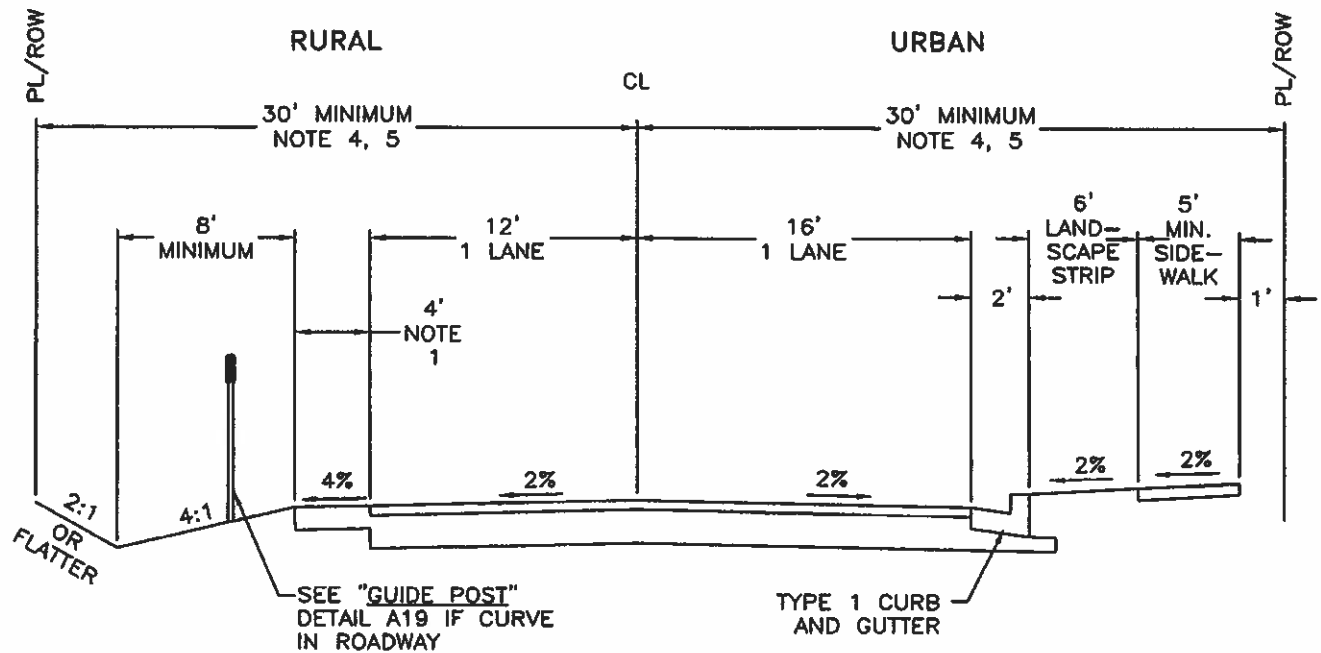
**Agenda Item Description:** Our office is working with a client to subdivide a 7.59 acre parcel at 3282 Plymouth Drive into six, 1+ acre lots. A public roadway is being required by Douglas County to serve the six lots. The proposed lots would use the roadway (a cul-de-sac) for access onto Plymouth Drive. No direct access onto Plymouth Drive will be allowed. We are requesting the Board approve a 50' right-of-way for the cul-de-sac. The road section would meet the requirements of the Urban Residential Local Section, Douglas County detail A02. The cul-de-sac would be approximately 235 ft in length. A map is provided showing the location of the proposed roadway.

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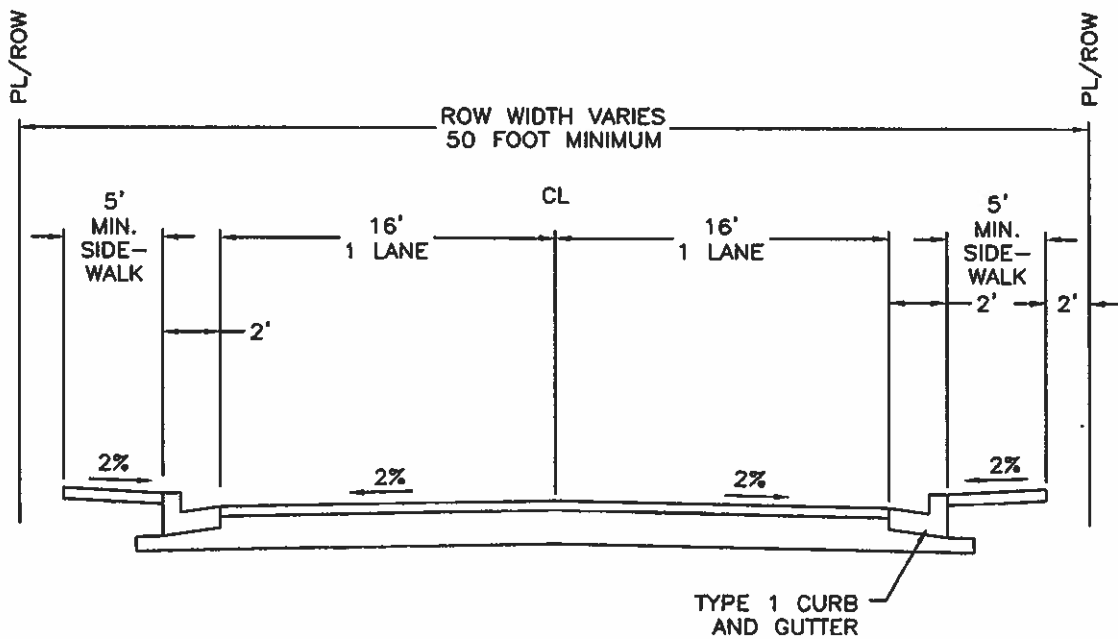
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**REQUIRED:** Please attach background information regarding your requested Agenda Item to be included in the Board of Trustees' Board Meeting Packet. (Letter, Proposal, etc.)



LOCAL ROAD SECTION



URBAN RESIDENTIAL LOCAL ROAD SECTION

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			<b>LOCAL ROAD SECTION</b>	DATE: DEC 2018
				DWG: A02

46

**NOTES:**

1. AGGREGATE SHOULDERS SHALL HAVE A MINIMUM OF 6 INCHES OF COMPACTED AGGREGATE BASE.
2. STRUCTURAL SECTION TO BE DETERMINED BY ENGINEERING DESIGN, BUT IN NO CASE SHALL THE ASPHALT CONCRETE BE LESS THAN 3 INCHES THICK AND THE COMPACTED AGGREGATE BASE LESS THAN 6 INCHES THICK.
3. FLEXIBLE PAVEMENT SECTION SHALL CONSIST OF TYPE 3 BITUMINOUS PLANTMIX PAVEMENT OVER TYPE 2 BITUMINOUS PLANTMIX PAVEMENT (PER ORANGE BOOK SECTION 200.02). THE TYPE 3 SURFACE COURSE SHALL BE A MINIMUM THICKNESS OF 2-INCHES. THE TYPE 2 BASE COURSE SHALL BE AS THICK AS REQUIRED, BUT NO INDIVIDUAL LIFT SHALL BE GREATER THAN 3-INCHES COMPACTED. IF THE TOTAL THICKNESS OF THE STRUCTURAL SECTION IS 3-INCHES OR LESS, THE ENTIRE SECTION SHALL BE TYPE 3 BITUMINOUS PLANTMIX PAVEMENT. INSTALLATION SHALL BE PER ORANGE BOOK SECTION 320.
4. ALL ASPHALT CEMENT SHALL BE PG 64-28 NV PER ORANGE BOOK SECTION 201.
5. THE URBAN RESIDENTIAL LOCAL ROAD SECTION MAY BE SUBSTITUTED FOR THE LOCAL ROAD SECTION ABOVE DEPENDENT ON COUNTY, GENERAL IMPROVEMENT DISTRICT OR TOWNS' APPROVAL. A MINIMUM OF ONE FRONT YARD TREE SHALL BE PLANTED A MINIMUM OF 5' BUT NO GREATER THAN 8' FROM BACK OF SIDEWALK.
6. MONOLITHIC POUR CANNOT OCCUR ON THE RESIDENTIAL LOCAL ROAD SECTION WHEN SIDEWALK IS OUTSIDE OF RIGHT-OF-WAY OR REQUIRED TO BE MAINTAINED BY PRIVATE PROPERTY OWNER.
7. STRIPING SHALL BE TYPE II WATERBORNE PAINT OR EPOXY PAINT. WATERBOURNE PAINT SHALL BE APPLIED IN TWO COATS, EACH HAVING A MINIMUM WET THICKNESS OF 25 MILS AND A MINIMUM DRY THICKNESS OF 15 MILS MEASURED WITHOUT GLASS BEADS. BOTH COATS SHALL INCLUDE GLASS BEADS AT THE RATE OF 9 LBS/GALLON. EPOXY BASED PAINT SHALL BE APPLIED IN A SINGLE COAT HAVING A MINIMUM DRY THICKNESS OF 20 MILS MEASURED WITHOUT GLASS BEADS. THE EPOXY PAINT SHALL INCLUDE GLASS BEADS AT THE RATE OF 18 LBS/GALLON.

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			LOCAL ROAD SECTION	DATE: DEC 2018
				DWG: A02

47





# **AGENDA ITEM 10.**

**Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. regarding Indian Hills GID's acceptance of ownership and maintenance of proposed utilities (water & Sewer) and/or proposed surface improvements (road, curb, and gutter) of the proposed roadway and future development at 3292 Plymouth Drive.  
(Mark Johnson, P.E. with Stanka Consulting LTD)**



**Carson City**  
308 N. Curry Street, Suite 200  
Carson City, Nevada 89703  
775.883.7077

5/15/2024

Chris Johnson, General Manager  
Indian Hills GID  
3394 James lee park Road #A  
Carson City, NV 89705

**Subject: Indian Hills GID Tentative Map Review – Lily Court**

Dear Mr. Johnson:

As previously discussed with you and the Board of Trustees, the owner of 3282 and 3292 Plymouth Road is endeavoring to split the two existing parcels into a total of 6 parcels (5 new parcels, and one existing home remaining on a parcel). The request to split these parcels is currently provided in a tentative map submittal through Douglas County.

As part of the required steps/conditions above to create the parcels the applicant has submitted a tentative map to the District for review, input, and acceptance of the proposed 50-foot ROW along with maintenance related to water, sewer, drainage, and surface improvements. Please note that the applicant has provided a draft water right for dedication to meet the District's water right's requirements. Once all the components of that water right dedication are completed, we will bring that water right dedication back to the board for formal acceptance of the dedication. Additionally, please note that the Will Serve requests will still need to be completed for the requested service to all the parcels to formalize that component/condition.

On April 18<sup>th</sup>, 2024, Lumos & Associates (Lumos) received the following documents from Douglas County for review as IHGID's District Engineer:

- Tentative Map for 3282 & 3292 Plymouth Drive subdivision into six parcels, including acceptance by IHGID of the proposed 50-foot ROW, and maintenance of the water, sewer, and surface improvements.

We have reviewed the submitted tentative map, the reduced ROW from 60-ft to 50-ft, and the related requests of IHGID to maintain water, sewer, and surface improvements, and offer the following recommendations and related conditions of approval:

1. Related to the reduced ROW width from 60-ft to 50-ft for the future development of Lily Ct., we recommend that the Board of Trustees provide for acceptance subject to the following conditions:
  - a. Board approval of the proposed Tentative Map.
  - b. Final Improvement plans for all future improvements shall be submitted to the District for the District's engineer to review and approve prior to construction.
  - c. Payment of all District's Fees for review, will services, etc.
2. Related to water, sewer and surface facilities (i.e. asphalt pavement road, sidewalk, curb & gutter within ROW), we recommend that the Board of Trustees provide for acceptance of the maintenance subject to the following conditions:
  - a. Board approval of the proposed Tentative Map.
  - b. Final Improvement plans for all future improvements shall be submitted to the District for the District's engineer to review and approve prior to construction.

- c. Payment of all District's Fees for review, will services, etc.
  - d. Completion of Will Serve requests
  - e. Acceptance of water rights for the proposed improvements is contingent upon completion of items identified during the water rights dedication process, and the water right review from 3/22/24 (letter attached).
  - f. Completion of the proposed facilities, including sign off by Douglas County inspector and IHGID staff.
  - g. Recording of the Final Map.
3. Related to the proposed tentative map, we recommend that the Board of Trustees provide for acceptance, given that the conditions listed above are met.

If you have any questions, please do not hesitate to contact us at 775.883.7077.

Sincerely



Collin Sturge, P.E.  
Project Manager – IHGID District Engineer



**INDIAN HILLS GENERAL IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA ITEM REQUEST FORM**

Please provide the following information for an item to be placed on the Agenda for a Board of Trustees Meeting:

Today's Date: 5-9-2024

Date/Month of Meeting: 5-22-2024

Meeting Type: 3<sup>rd</sup> Wednesday Business

Your Name and Title: Mark Johnson, P.E. - Associate Engineer

Your Company or Organization Name: Stanka Consulting, LTD

Phone Number: 775-430-6273 / 775-885-9283

Check One: Discussion Only Item  Discussion and Possible Action Item

Agenda Item Title: Request for Indian Hills GID to accept maintenance of the water, sewer, and surface improvements of the proposed roadway (cul-de-sac).

Agenda Item Description: \_\_\_\_\_

Our office, in conjunction with our client, are requesting that the Indian Hills GID accept maintenance of the water, sewer, and surface improvements associated with construction of the proposed roadway.

Water and sewer stubouts have already been installed off of Plymouth Drive onto 3282 Plymouth Drive.

The stubouts have been constructed to GID standards and have already been accepted by the GID. No

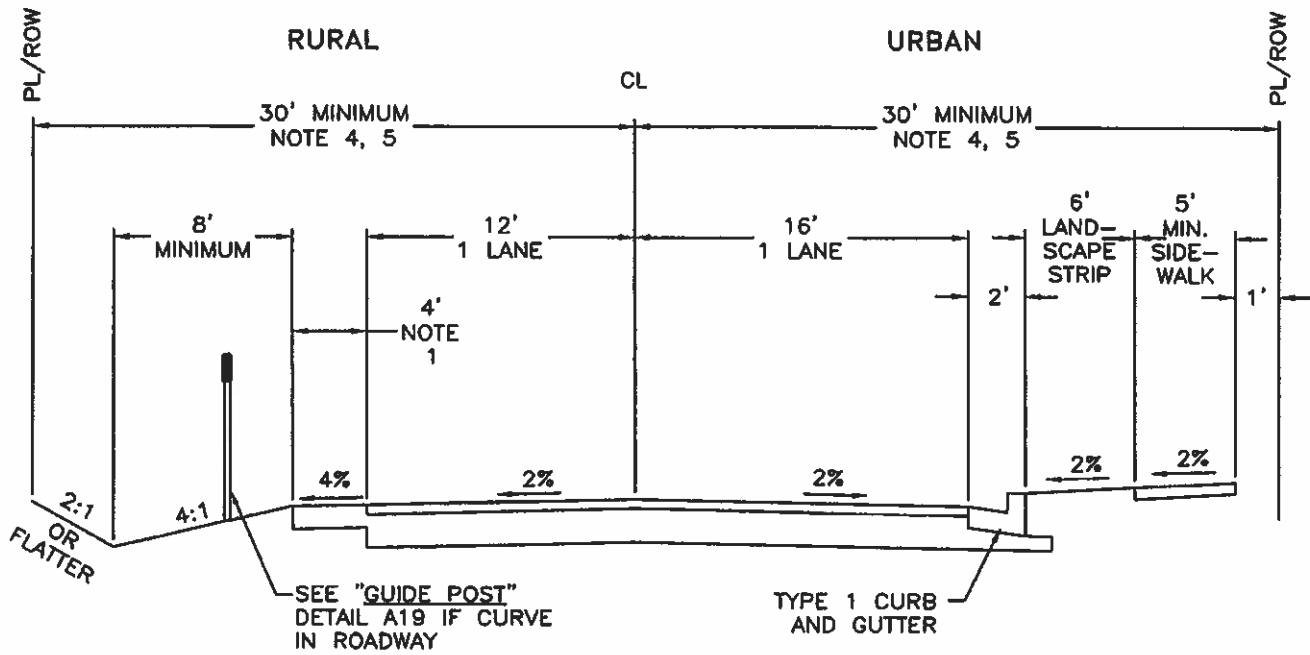
cutting into Plymouth Drive will be required. The surface improvements will be constructed according

GID standards including curb, gutter, and sidewalk. The proposed roadway (cul-de-sac) will serve only

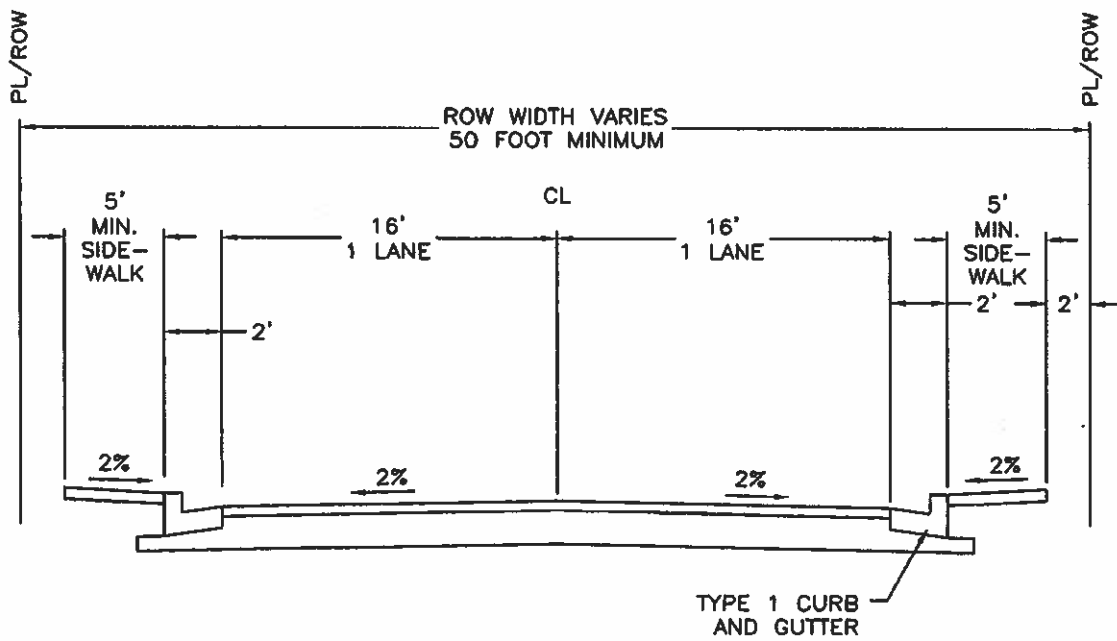
six single family lots with no ability for future capacity expansions.

\_\_\_\_\_

**REQUIRED:** Please attach background information regarding your requested Agenda Item to be included in the Board of Trustees' Board Meeting Packet. (Letter, Proposal, etc.)



**LOCAL ROAD SECTION**



**URBAN RESIDENTIAL LOCAL ROAD SECTION**

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			<b>LOCAL ROAD SECTION</b>	DATE: DEC 2018
				DWG: A02

54

**NOTES:**

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NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			<b>LOCAL ROAD SECTION</b>	DATE: DEC 2018
				DWG: A02

55





# **AGENDA ITEM 11.**

**Discussion and possible action to approve, approve with conditions or deny the request from Stanka Consulting LTD. on a tentative subdivision map for 3282 Plymouth Drive.**

**(Mark Johnson, P.E. with Stanka Consulting LTD)**



**Carson City**  
308 N. Curry Street, Suite 200  
Carson City, Nevada 89703  
775.883.7077

5/15/2024

Chris Johnson, General Manager  
Indian Hills GID  
3394 James lee park Road #A  
Carson City, NV 89705

**Subject: Indian Hills GID Tentative Map Review – Lily Court**

Dear Mr. Johnson:

As previously discussed with you and the Board of Trustees, the owner of 3282 and 3292 Plymouth Road is endeavoring to split the two existing parcels into a total of 6 parcels (5 new parcels, and one existing home remaining on a parcel). The request to split these parcels is currently provided in a tentative map submittal through Douglas County.

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2. Related to water, sewer and surface facilities (i.e. asphalt pavement road, sidewalk, curb & gutter within ROW), we recommend that the Board of Trustees provide for acceptance of the maintenance subject to the following conditions:
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  - b. Final Improvement plans for all future improvements shall be submitted to the District for the District's engineer to review and approve prior to construction.

- c. Payment of all District's Fees for review, will services, etc.
  - d. Completion of Will Serve requests
  - e. Acceptance of water rights for the proposed improvements is contingent upon completion of items identified during the water rights dedication process, and the water right review from 3/22/24 (letter attached).
  - f. Completion of the proposed facilities, including sign off by Douglas County inspector and IHGID staff.
  - g. Recording of the Final Map.
3. Related to the proposed tentative map, we recommend that the Board of Trustees provide for acceptance, given that the conditions listed above are met.

If you have any questions, please do not hesitate to contact us at 775.883.7077.

Sincerely



Collin Sturge, P.E.  
Project Manager – IHGID District Engineer



**INDIAN HILLS GENERAL IMPROVEMENT DISTRICT  
BOARD OF TRUSTEES MEETING  
AGENDA ITEM REQUEST FORM**

Please provide the following information for an item to be placed on the Agenda for a Board of Trustees Meeting:

Today's Date: 5-9-2024

Date/Month of Meeting: 5-22-2024

Meeting Type: 3<sup>rd</sup> Wednesday Business

Your Name and Title: Mark Johnson, P.E. - Associate Engineer

Your Company or Organization Name: Stanka Consulting, LTD

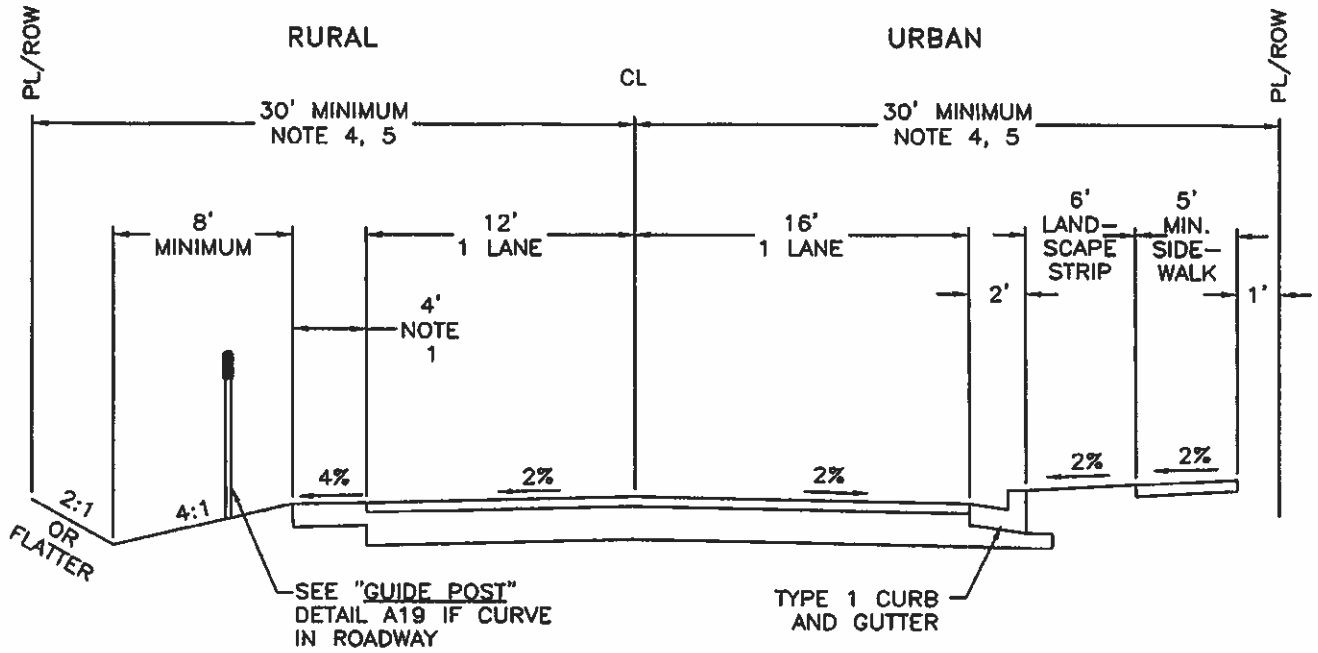
Phone Number: 775-430-6273 / 775-885-9283

Check One: Discussion Only Item  Discussion and Possible Action Item

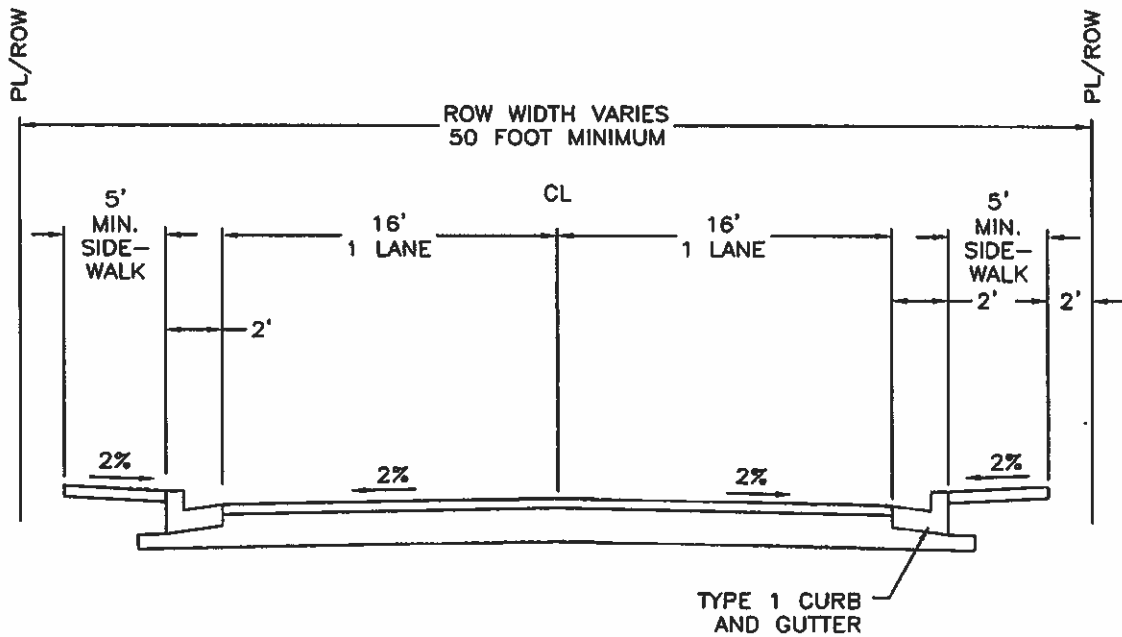
Agenda Item Title: Approve the proposed tentative subdivision map for 3282 Plymouth Drive

Agenda Item Description: This office in conjunction with our client is asking the Board to approve the proposed tentative subdivision map for 3282 Plymouth Drive. The client is proposing to subdivide the 7.59 acre parcel into six 1+ acre lots along with right-of-way for a cul-de-sac. The tentative map application has been accepted by Douglas County and is scheduled for hearing by the Planning Commission in June and the Board of County Commissioners in July. This property has already been annexed into the GID. Previously, a parcel map for this property was put before the Board for approval and the required water rights were offered for dedication. The previous parcel map project was canceled by the client in favor of the subdivision map. A new water rights dedication will be offered to reflect the additional lots to be created.

**REQUIRED:** Please attach background information regarding your requested Agenda Item to be included in the Board of Trustees' Board Meeting Packet. (Letter, Proposal, etc.)



LOCAL ROAD SECTION



URBAN RESIDENTIAL LOCAL ROAD SECTION

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			<b>LOCAL ROAD SECTION</b>	DATE: DEC 2018
				DWG: A02

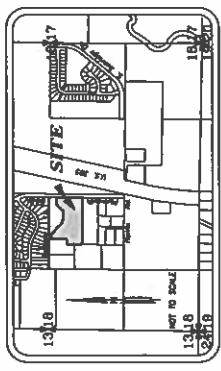
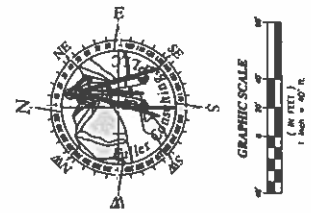
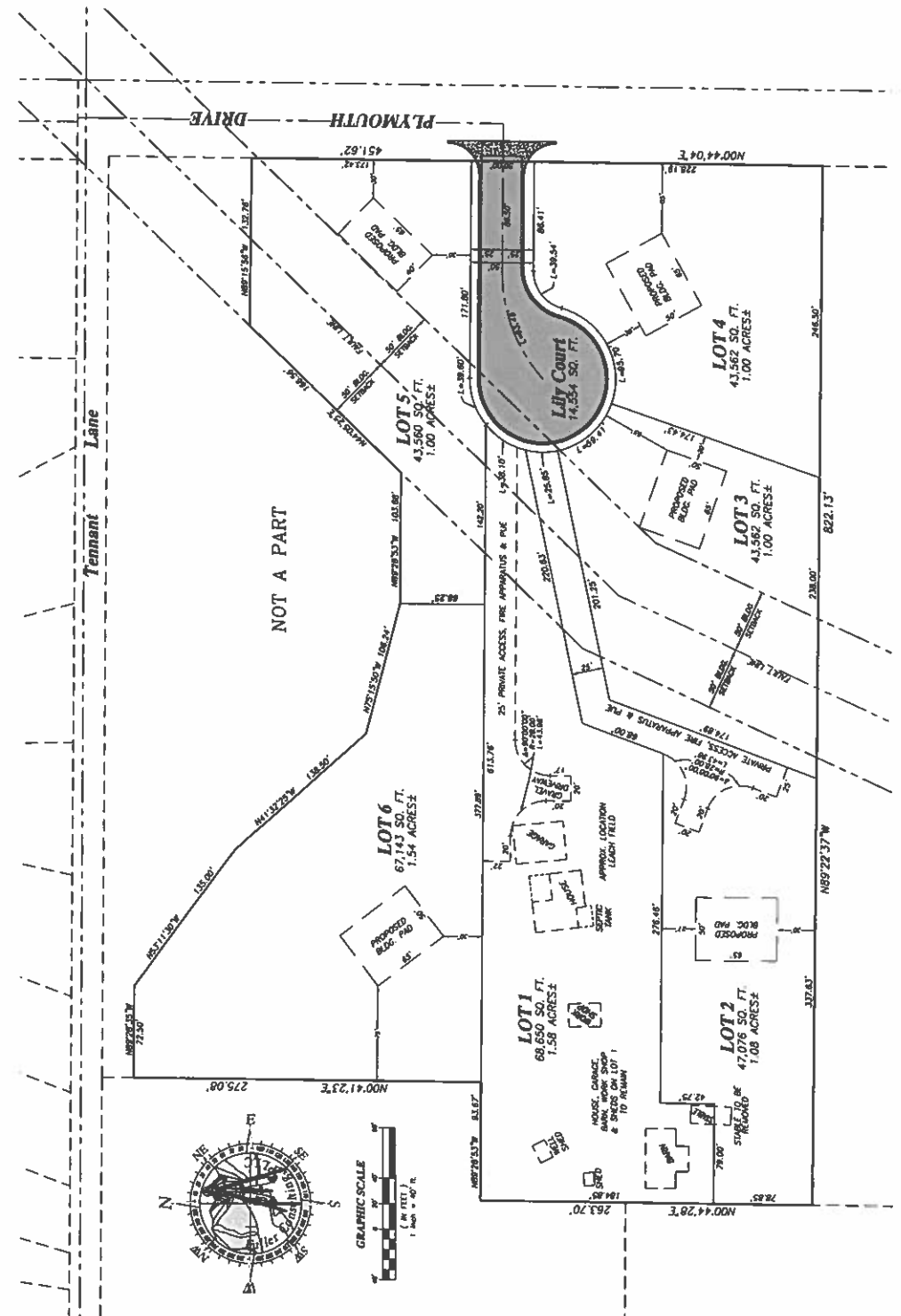
62

**NOTES:**

1. AGGREGATE SHOULDERS SHALL HAVE A MINIMUM OF 6 INCHES OF COMPACTED AGGREGATE BASE.
2. STRUCTURAL SECTION TO BE DETERMINED BY ENGINEERING DESIGN, BUT IN NO CASE SHALL THE ASPHALT CONCRETE BE LESS THAN 3 INCHES THICK AND THE COMPACTED AGGREGATE BASE LESS THAN 6 INCHES THICK.
3. FLEXIBLE PAVEMENT SECTION SHALL CONSIST OF TYPE 3 BITUMINOUS PLANTMIX PAVEMENT OVER TYPE 2 BITUMINOUS PLANTMIX PAVEMENT (PER ORANGE BOOK SECTION 200.02). THE TYPE 3 SURFACE COURSE SHALL BE A MINIMUM THICKNESS OF 2-INCHES. THE TYPE 2 BASE COURSE SHALL BE AS THICK AS REQUIRED, BUT NO INDIVIDUAL LIFT SHALL BE GREATER THAN 3-INCHES COMPACTED. IF THE TOTAL THICKNESS OF THE STRUCTURAL SECTION IS 3-INCHES OR LESS, THE ENTIRE SECTION SHALL BE TYPE 3 BITUMINOUS PLANTMIX PAVEMENT. INSTALLATION SHALL BE PER ORANGE BOOK SECTION 320.
4. ALL ASPHALT CEMENT SHALL BE PG 64-28 NV PER ORANGE BOOK SECTION 201.
5. THE URBAN RESIDENTIAL LOCAL ROAD SECTION MAY BE SUBSTITUTED FOR THE LOCAL ROAD SECTION ABOVE DEPENDENT ON COUNTY, GENERAL IMPROVEMENT DISTRICT OR TOWNS' APPROVAL. A MINIMUM OF ONE FRONT YARD TREE SHALL BE PLANTED A MINIMUM OF 5' BUT NO GREATER THAN 8' FROM BACK OF SIDEWALK.
6. MONOLITHIC POUR CANNOT OCCUR ON THE RESIDENTIAL LOCAL ROAD SECTION WHEN SIDEWALK IS OUTSIDE OF RIGHT-OF-WAY OR REQUIRED TO BE MAINTAINED BY PRIVATE PROPERTY OWNER.
7. STRIPING SHALL BE TYPE II WATERBORNE PAINT OR EPOXY PAINT. WATERBOURNE PAINT SHALL BE APPLIED IN TWO COATS, EACH HAVING A MINIMUM WET THICKNESS OF 25 MILS AND A MINIMUM DRY THICKNESS OF 15 MILS MEASURED WITHOUT GLASS BEADS. BOTH COATS SHALL INCLUDE GLASS BEADS AT THE RATE OF 9 LBS/GALLON. EPOXY BASED PAINT SHALL BE APPLIED IN A SINGLE COAT HAVING A MINIMUM DRY THICKNESS OF 20 MILS MEASURED WITHOUT GLASS BEADS. THE EPOXY PAINT SHALL INCLUDE GLASS BEADS AT THE RATE OF 18 LBS/GALLON.

NO.	REVISION	DATE	STANDARD DETAIL FOR PUBLIC WORKS CONSTRUCTION	SECTION: DOUGLAS COUNTY
			LOCAL ROAD SECTION	DATE: DEC 2018
				DWG: A02

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**VICINITY MAP**

**PROJECT SUMMARY**

BEING A DIVISION OF ADJACENT PARCEL "B" AS SHOWN ON RECORD OF SURVEY IN SUPPORT OF A SUBDIVISION THE ADJACENT PARCEL "B" IS THE PROPERTY OF DORCHESTER COUNTY REGISTERED THEREBY AS 2004 DOCUMENT # 2004-104881. OFFICIAL RECORDS OF DORCHESTER COUNTY, VIRGINIA. THIS MAP AND ADJACENT PARCEL "A" WERE DIVIDED INTO LOTS BY DEED P-20030811-38-1.

**OWNER/APPLICANT:** WEST RIDGE HOMES, INC., A VIRGINIA CORP.  
 PO BOX 14122, NW 88410  
 ATLANTA, GA 30341

**SITE ADDRESS:** 1580 BURNING TREE, WINDY, VA 22043  
**ASSessor'S PARCEL NO.:** 1420-18-301-017  
**TOWN/PO:** HORN HILLS C.D.  
**RECORDING/COMMUNITY PLAN:** HORN HILLS/JACK VALLEY COMMUNITY PLAN

**PROPOSED ZONING:** SINGLE FAMILY RESIDENCE, 1 ACRE  
**CURRENT ZONING:** SINGLE FAMILY RESIDENCE, 1 ACRE  
**CURRENT MASTER PLAN:** SINGLE FAMILY RESIDENCE, 1 ACRE  
**CURRENT LAND USE:** SINGLE FAMILY RESIDENCE/WOODS  
**PROPOSED LAND USE:** SINGLE FAMILY RESIDENCE

**TOTAL PARCEL AREA:** 7.38 ACRES  
**PROPOSED REMOVING LOTS:** 6 LOTS 38, 71, 6  
**BUILDING SETBACKS:** FRONT YARD = 30 FEET  
 REAR YARD = 30 FEET  
 STREET SIDE = 30 FEET

**MINIMUM BUILDING HEIGHT:** 8 FEET  
**FLOOD ZONE:** F01 FIRM MAP 3200CORR02, DATED 1/20/2010

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# **AGENDA ITEM 12.**

**Discussion only regarding a letter received from  
Lorre St. Germain, the property owner of 3524  
Silverado Drive. (Lorre St. Germain)**

Lorre St. Germain  
424 E Avenue  
Coronado CA 92118

May 2nd, 2024

Mr. R Stulac, Chairman,  
Indian Hills GID Trustees  
3394 James Lee Park Rd #A  
Carson City NV 89705

Other Members:  
Garcia, Durham, Lufrano Siegman.

Subject: 3524 Silverado Dr, Carson City APN New 142007214013  
:7780 OF AN ACRE APN Old 13-110-090

To the Trustees:

First off I am requesting the complete contense of this letter be placed on the agenda for the May 22, 2024 Trustees meeting. On September 12, 2023 I attempted to FAX but ended up E-mailing to BTHOMPSON .That letter requested an " Urgent response" within 10 Days. NONE CAME.

The letter addressed an "Easement" on my property, also seeking a reduction.

Since Septemb er 2023 I have been investigating every aspect of my property, and have obtained significant documentation where possible but not complete as to how, who, where and why there is an easement from the GID (Indian Hills) that has monopolized my property for which I'm being taxed, and to which the 94/95 "water" distribution planned by an engineer never eventuated from failing to address the topography of the lands of the subdivisions 261 house of Valley Vista Estates.

This is a public records request from your GID for the documents for the installation of the 100,000 gal tank that was installed between 6/5/1973 and 1/1/95, and Documents showing its removable, and the purpose for which the tank was installed.

This was on the property parcel # then of 13-110-090.

Phases 1-5 of the Valley Vista Estates records my parcel as being an "ENTIRE EASEMENT". of 33981 sq ft. 6/94 First phase. Electric Company records "water" easemnent in 8/95. On 3/18/02 Douglas County "ABANDONS" 2 parcels 8570 sq ft & 33891 sq ft from the area of my parcel. Neither of those from the Electric Utility Easement of 1995 of 33,891 sq ft RECORDED SEPARATELY.

Serpa then records the final Subdivision Map #6 on 4/24/02 claiming a "Easement", with a total sq footage of 34565.

So what exactly does the GID claim is your easemeent and what is the balance of land for my house???????

It is my position given other facts that I know that other than the water from the street to my house and the exit of sewer the GID does not have any other valid easements to my property and the Booster Station needs removal, and the cloud put on my property by your institution needs re-recording and removal.

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I am also putting in a public records request for any and all documents relating to the supposed "easement reinstatement" that occurred on 4/24/02. What transpired between 3/18/02 to 4/24/02. Mr. Johnson claimed it wasn't possible to effect removal of an easement, clearly that's a false statement. There are 8 ways to handle an easement and Douglas County made it 9.

Other than the removal of the 100,000 water tank circa 2012 nothing on this parcel has changed in 20 years with the exclusion of the fence(s) that the developer put up that fell down denying me use or access to 70 percent of the land and house I purchased in 2004. And my cost to replace broken fences which the county claims are too high. Until such time as I find out what land I have been denied or what if any factual easement(s) exist I'm withholding relocating anything. If it were not for the fence however I would not have uncovered what I have regarding this subdivision.

I cannot attend the May meeting, am available by phone, I don't do e-mail, but will intend to head to Carson City in June. I can be reached by phone if necessary 619-435-0903.

Sincerely,

Lorre St. Germain









**FINAL MAP  
VALLEY VISTA ESTATES I, PHASE 1A  
BEING A SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 6 AND THE  
NORTH 1/2 OF SECTION 7, TOWNSHIP 14 NORTH, RANGE 20 EAST, M.D.B. & M.  
NEVADA  
DOUGLAS COUNTY**

**OWNERS' CERTIFICATE**  
I, the undersigned, JOHN SEPPA, owner of record title herein, do hereby certify that the undersigned, JOHN SEPPA, owner of record title herein, is the owner of record title herein, and does hereby certify and warrant to the County of Douglas, State of Nevada, that the parcels hereunto described are owned by the undersigned, JOHN SEPPA, and that the parcels hereunto described are owned by the undersigned, JOHN SEPPA, and that the parcels hereunto described are owned by the undersigned, JOHN SEPPA, and that the parcels hereunto described are owned by the undersigned, JOHN SEPPA.

**NOTARY CERTIFICATE**  
I, the undersigned, JOHN SEPPA, Notary Public for the County of Douglas, State of Nevada, do hereby certify that the above and foregoing instrument, in and to which the undersigned, JOHN SEPPA, is a party, was duly executed by the undersigned, JOHN SEPPA, on this 27th day of March, 1994, at Las Vegas, Nevada, and that the undersigned, JOHN SEPPA, is a duly qualified and acting Notary Public for the County of Douglas, State of Nevada.

**HEALTH DEPARTMENT'S APPROVAL**  
This final map is approved by the Director of Health of the Department of Health Resources concerning sewage disposal, water pollution, water quality and water supply facilities in accordance with Nevada Revised Statutes. This approval includes community water supply and community sewage disposal.

**DIVISION OF WATER RESOURCES APPROVAL**  
This final map is approved by the Director of Water Resources of the Department of Conservation and Natural Resources concerning water rights subject to the review of approval of the State Engineer.

**FIRE DEPARTMENT'S APPROVAL**  
The fire department and access shown on these plans are hereby approved by the Fire Department, Douglas County, Nevada.

**SURVEYOR'S CERTIFICATE**  
I, William E. Kirk, P.L.S., 1984, a Professional Land Surveyor in the State of Nevada, certify that:  
1. This is a true and accurate representation of the lands surveyed under my supervision at the instance of JOHN SEPPA.  
2. The survey was made on the 27th day of March, 1994, at Las Vegas, Nevada, and the survey was completed on the 27th day of March, 1994.  
3. This plat complies with the applicable State Statutes and any local ordinances.  
4. The boundaries will be of the character shown and accepted by the parties thereto and the adjoining property owners.  
5. With the foregoing, I hereby certify that the above and foregoing instrument is a true and correct copy of the original instrument.

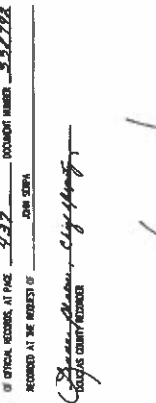
**COUNTY ENGINEER'S CERTIFICATE**  
I, Mark S. Palmer, Douglas County Engineer in Nevada, certify that I have examined the final map consisting of the 60 sheets entitled "Valley Vista Estates I, Phase 1A" and that the same are in conformity with the laws of the State of Nevada and the County of Douglas, and that the same are in conformity with the laws of the State of Nevada and the County of Douglas, and that the same are in conformity with the laws of the State of Nevada and the County of Douglas.

**PLANNING COMMISSION CERTIFICATE**  
It is hereby certified that the above and foregoing final map, "Valley Vista Estates I, Phase 1A," was presented to the Douglas County Planning Commission on the 27th day of March, 1994, and was duly approved. Furthermore, the order of dedication for all public ways was rejected and the dedication is accepted and set at a later date.

**UTILITY COMPANIES' CERTIFICATE**  
The easements shown on this map, unless otherwise indicated, are hereby approved to be used for the specific purpose of electric, telephone, and gas service, and are hereby approved and approved. This approval does not guarantee accessibility for service.

**TITLE CERTIFICATE**  
We, the undersigned, HENRY C. THOMAS, President of Northern Nevada Title Co., do hereby certify that the above and foregoing instrument, in and to which the undersigned, HENRY C. THOMAS, is a party, was duly executed by the undersigned, JOHN SEPPA, on this 27th day of March, 1994, at Las Vegas, Nevada, and that the undersigned, HENRY C. THOMAS, is a duly qualified and acting President of Northern Nevada Title Co.

**RECORDER'S CERTIFICATE**  
Filed for record this 27th day of March, 1994, at 10:24 AM. I, the undersigned, JOHN SEPPA, County Recorder, do hereby certify that the above and foregoing instrument, in and to which the undersigned, JOHN SEPPA, is a party, was duly executed by the undersigned, JOHN SEPPA, on this 27th day of March, 1994, at Las Vegas, Nevada, and that the undersigned, JOHN SEPPA, is a duly qualified and acting County Recorder.



**COUNTY TAX COLLECTOR'S CERTIFICATE**  
I, Barbara L. Reed, Douglas County Clerk-Treasurer and Co-Clerk of the Collection of County Taxes, do hereby certify that all property taxes on this land for the fiscal year have been paid.  
APR 13 - 1994

**PLANNING**  
Planning: Submitting Date as Notary is 1994-03-27. Name Map: Valley Vista Estates I, Phase 1A. Date: 3/27/94.

**SIERRA RESOURCE ENGINEERING, INC.**  
1400 WEST WASHINGTON  
LAS VEGAS, NEVADA 89102  
PHONE (702) 364-2000  
FAX (702) 364-2004

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# FINAL MAP VALLEY VISTA ESTATES I, PHASE 1A

BEING A SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 6 AND THE  
NORTH 1/2 OF SECTION 7, TOWNSHIP 14 NORTH, RANGE 20 EAST, M.D.B. & M.  
NEVADA  
DOUGLAS COUNTY

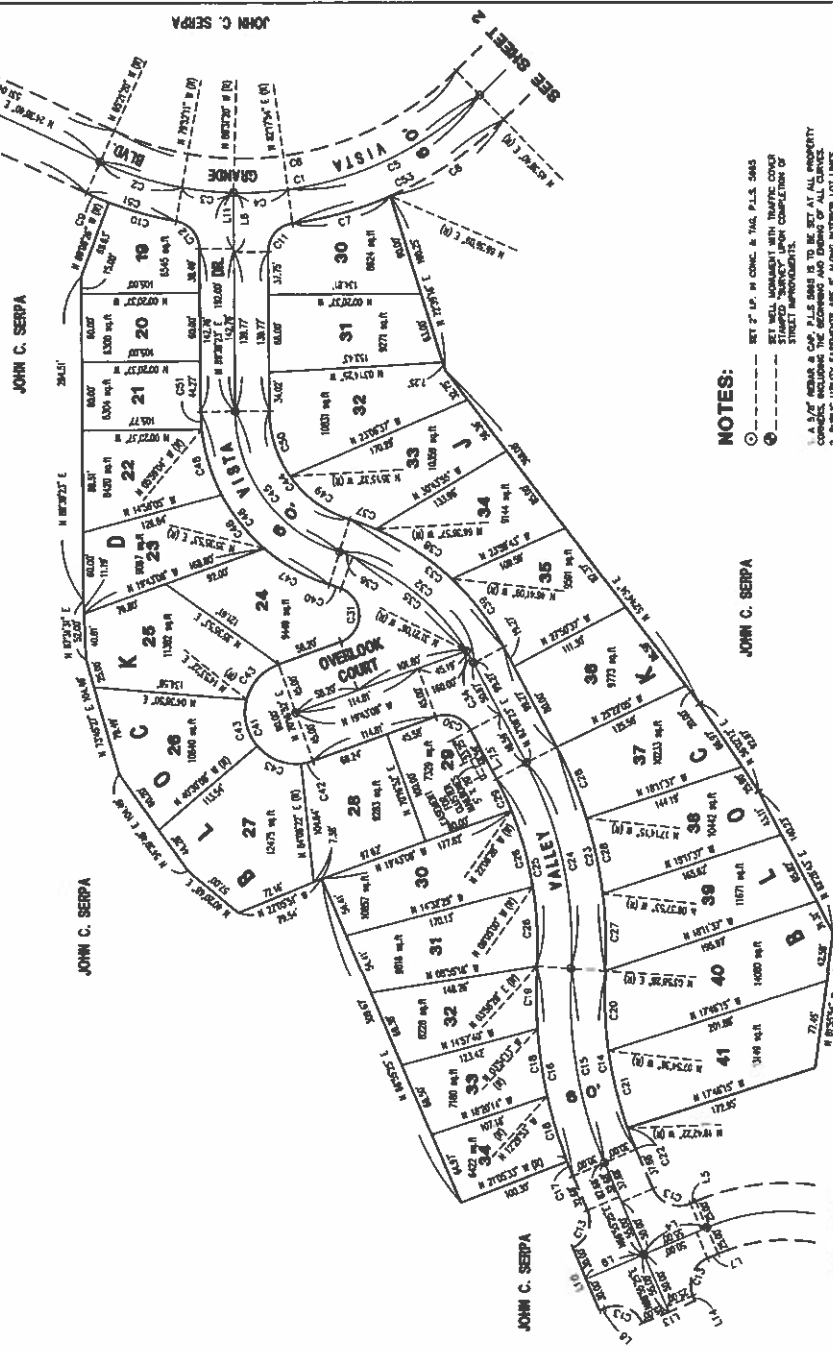
**BASIS OF BEARINGS**  
THE BEARINGS AND DISTANCES SHOWN ON THIS MAP WERE OBTAINED FROM A TRIP SURVEY MADE BY THE ENGINEER IN 1985. THE BEARINGS AND DISTANCES WERE OBTAINED FROM A TRIP SURVEY MADE BY THE ENGINEER IN 1985.



SCALE: 1"=50'

LINE	BEARING	DISTANCE
1	N 20° 00' 00" E	100.00
2	S 70° 00' 00" W	100.00
3	N 20° 00' 00" E	100.00
4	S 70° 00' 00" W	100.00
5	N 20° 00' 00" E	100.00
6	S 70° 00' 00" W	100.00
7	N 20° 00' 00" E	100.00
8	S 70° 00' 00" W	100.00
9	N 20° 00' 00" E	100.00
10	S 70° 00' 00" W	100.00
11	N 20° 00' 00" E	100.00
12	S 70° 00' 00" W	100.00
13	N 20° 00' 00" E	100.00
14	S 70° 00' 00" W	100.00

LINE	BEARING	DISTANCE
15	N 20° 00' 00" E	100.00
16	S 70° 00' 00" W	100.00
17	N 20° 00' 00" E	100.00
18	S 70° 00' 00" W	100.00
19	N 20° 00' 00" E	100.00
20	S 70° 00' 00" W	100.00
21	N 20° 00' 00" E	100.00
22	S 70° 00' 00" W	100.00
23	N 20° 00' 00" E	100.00
24	S 70° 00' 00" W	100.00
25	N 20° 00' 00" E	100.00
26	S 70° 00' 00" W	100.00
27	N 20° 00' 00" E	100.00
28	S 70° 00' 00" W	100.00
29	N 20° 00' 00" E	100.00
30	S 70° 00' 00" W	100.00
31	N 20° 00' 00" E	100.00
32	S 70° 00' 00" W	100.00
33	N 20° 00' 00" E	100.00
34	S 70° 00' 00" W	100.00
35	N 20° 00' 00" E	100.00
36	S 70° 00' 00" W	100.00
37	N 20° 00' 00" E	100.00
38	S 70° 00' 00" W	100.00
39	N 20° 00' 00" E	100.00
40	S 70° 00' 00" W	100.00
41	N 20° 00' 00" E	100.00
42	S 70° 00' 00" W	100.00
43	N 20° 00' 00" E	100.00
44	S 70° 00' 00" W	100.00
45	N 20° 00' 00" E	100.00
46	S 70° 00' 00" W	100.00
47	N 20° 00' 00" E	100.00
48	S 70° 00' 00" W	100.00
49	N 20° 00' 00" E	100.00
50	S 70° 00' 00" W	100.00
51	N 20° 00' 00" E	100.00
52	S 70° 00' 00" W	100.00
53	N 20° 00' 00" E	100.00
54	S 70° 00' 00" W	100.00
55	N 20° 00' 00" E	100.00
56	S 70° 00' 00" W	100.00
57	N 20° 00' 00" E	100.00
58	S 70° 00' 00" W	100.00
59	N 20° 00' 00" E	100.00
60	S 70° 00' 00" W	100.00
61	N 20° 00' 00" E	100.00
62	S 70° 00' 00" W	100.00
63	N 20° 00' 00" E	100.00
64	S 70° 00' 00" W	100.00
65	N 20° 00' 00" E	100.00
66	S 70° 00' 00" W	100.00
67	N 20° 00' 00" E	100.00
68	S 70° 00' 00" W	100.00
69	N 20° 00' 00" E	100.00
70	S 70° 00' 00" W	100.00
71	N 20° 00' 00" E	100.00
72	S 70° 00' 00" W	100.00
73	N 20° 00' 00" E	100.00
74	S 70° 00' 00" W	100.00
75	N 20° 00' 00" E	100.00
76	S 70° 00' 00" W	100.00
77	N 20° 00' 00" E	100.00
78	S 70° 00' 00" W	100.00
79	N 20° 00' 00" E	100.00
80	S 70° 00' 00" W	100.00
81	N 20° 00' 00" E	100.00
82	S 70° 00' 00" W	100.00
83	N 20° 00' 00" E	100.00
84	S 70° 00' 00" W	100.00
85	N 20° 00' 00" E	100.00
86	S 70° 00' 00" W	100.00
87	N 20° 00' 00" E	100.00
88	S 70° 00' 00" W	100.00
89	N 20° 00' 00" E	100.00
90	S 70° 00' 00" W	100.00
91	N 20° 00' 00" E	100.00
92	S 70° 00' 00" W	100.00
93	N 20° 00' 00" E	100.00
94	S 70° 00' 00" W	100.00
95	N 20° 00' 00" E	100.00
96	S 70° 00' 00" W	100.00
97	N 20° 00' 00" E	100.00
98	S 70° 00' 00" W	100.00
99	N 20° 00' 00" E	100.00
100	S 70° 00' 00" W	100.00



**NOTES:**

1. A 3/4" MEASUREMENT CAP PILE SHALL BE SET AT ALL PROPERTY CORNERS INCLUDING THE BEGINNING AND ENDING OF ALL CURVES AND TO BE ADJACENT TO STREETS UNLESS OTHERWISE STATED.
2. TOTAL AREA PHASE 1A = 12.88 ACRES
3. TOTAL SITE = 88.515
4. IMPROVEMENTS AND CONCRETE FOR LOT 18 AND 20 SHALL BE TO VALLEY VISTA.
5. ONLY: NO ACCESS SHALL BE ALLOWED TO AREA CHANGES UNLESS SHOWN.

DRAWING NUMBER  
VALLEY VISTA ESTATES I, PHASE 1A

DRAWING NUMBER

DRAWING NUMBER

DRAWING NUMBER





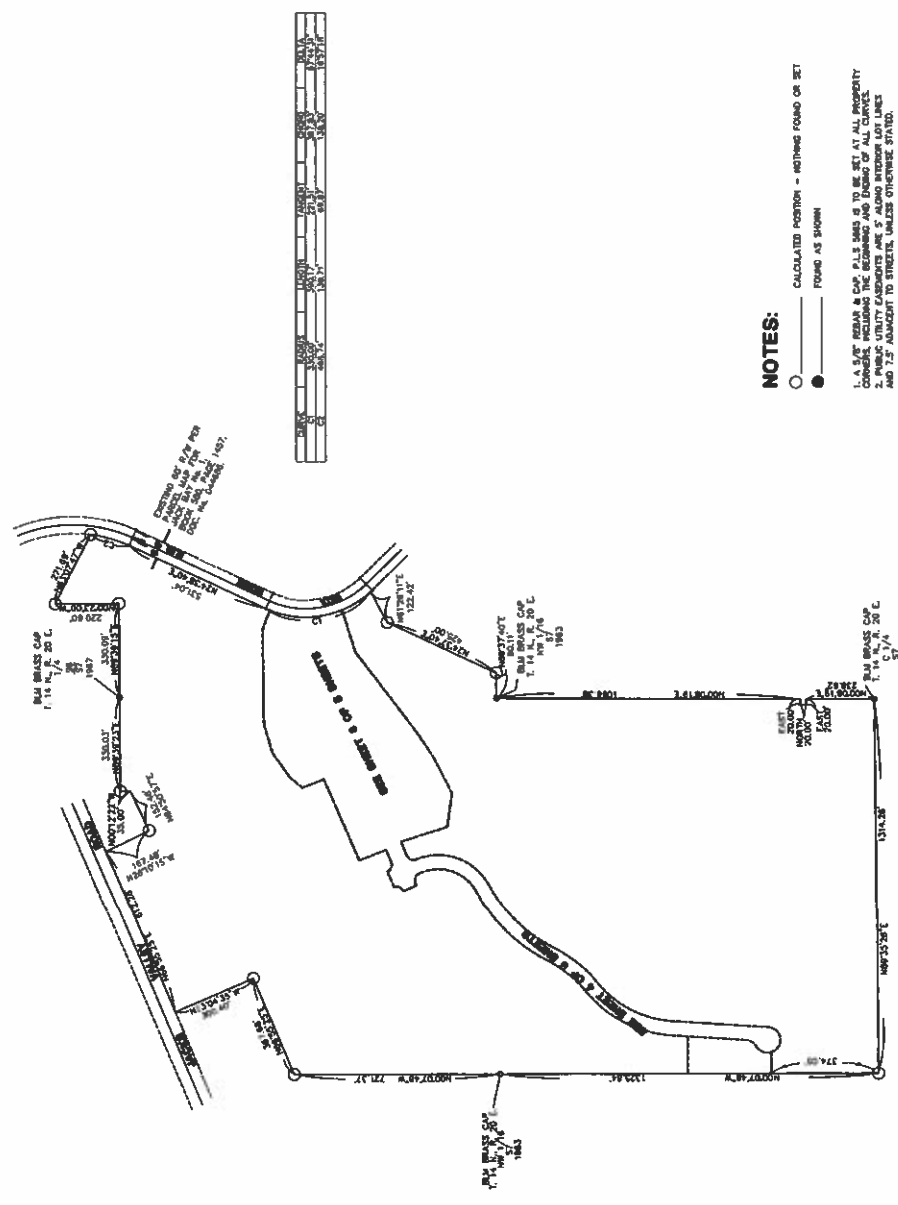
# FINAL MAP VALLEY VISTA ESTATES I, PHASE 1A

BEING A SUBDIVISION OF THE SOUTHEAST 1/4 OF SECTION 6 AND THE  
NORTH 1/2 OF SECTION 7, TOWNSHIP 14 NORTH, RANGE 20 EAST, M.D.B. & M.  
DOUGLAS COUNTY  
NEVADA



SCALE: 1"=200'

**BASIS OF BEARINGS**  
THE BEARINGS IN 84° 55' 25" E FOR THE CENTERLINE OF JACKS VALLEY ROAD AS SHOWN ON DOCUMENT 84-100-001, 84-100-002 AND 84-100-003 WERE USED AS THE BASIS OF BEARING FOR THIS MAP.



LINE	BEARING	DISTANCE	AREA	PERIMETER
1	84° 55' 25" E	11.14	0.0000	11.14
2	122° 32' 15" E	122.32	0.0000	122.32
3	100° 07' 48" W	100.08	0.0000	100.08
4	134° 13' 51" W	134.14	0.0000	134.14
5	100° 07' 48" W	100.08	0.0000	100.08
6	84° 55' 25" E	11.14	0.0000	11.14
TOTAL				

- NOTES:**
- CALCULATED POSITION - NOTHING FOUND OR SET
  - FOUND AS SHOWN
1. A 5/8" REBAR IN CAP P.I.S. MARK IS TO BE SET AT ALL PROPERTY CORNERS INCLUDING THE BEGINNING AND ENDING OF ALL CURVES.
  2. ALL CURVES TO BE SET AND MARKED AS SHOWN ON THIS MAP AND 7.5' AWAY FROM STREETS UNLESS OTHERWISE STATED.
  3. TOTAL AREA PHASE 1A = 10.588 ACRES
  4. TOTAL SITE = 88.315 ACRES

SHEET 6 OF 6 SHEETS



DRAWING NUMBER  
VALLEY VISTA ESTATES I, PHASE 1A

DRAWING NUMBER

DRAWING NUMBER

DRAWING NUMBER

75

# **AGENDA ITEM 13.**

**Discussion and possible action to approve an estimate from MME in the amount of \$14,002.45 to purchase a replacement water pump for the Vac truck.**

**(General Manager, Chris Johnson)**





**ESTIMATE**

**Order Number:** 008545  
**Order Date:** 5/2/2024  
**Customer ID:** C00411

**REMIT TO:**  
 4634 Mayhew Road  
 Sacramento, CA 95827  
 (916) 922-1101 Fax:(916) 922-1034

13922 Gracebee Ave  
 Norwalk, CA 90650  
 (714) 528-8770 Fax:(714) 528-8744

4750 Caterpillar Road, Unit D  
 Redding, CA 96003  
 (530) 243-4856 Fax:(530) 243-1447

1930 W. Winton Avenue Ste 1-2  
 Hayward, CA 94545  
 (510) 670-0230 Fax:(510) 670-9003

SOLD TO:	SHIP TO:
INDIAN HILLS GEN IMPROVEMENT 3394 JAMES LEE PARK DRIVE CARSON CITY NV 89705 United States of America	INDIAN HILLS GEN IMPROVEMENT 3394 JAMES LEE PARK ROAD CARSON CITY NV 89705 United States of America

**Confirm To:**

Customer P.O.	Ship VIA	F.O.B.	Terms

Item Number	Unit	Ordered	Shipped	Price	Amount
V-661-1031 L-1114D WATER PUMP COMPLETE	EA	1.00	0.00	14,002.45	14,002.45
NOTE: Ray 775-291-1518 Freight Additional					

<b>Total Weight (POUND):</b>	0	<b>Sales Total:</b>	14,002.45
<b>Total Volume (GALLON):</b>	0	<b>Less Discount:</b>	0.00
		<b>Freight:</b>	0.00
		<b>Sales Tax:</b>	0.00
		<b>Order Total (USD):</b>	14,002.45

PLEASE NOTE: FREIGHT IS NOT INCLUDED IN THIS ESTIMATE  
 ESTIMATE VALID FOR 30 DAYS

# **AGENDA ITEM 14.**

**Discussion and possible action to approve Draft Minutes from the April 10, 2024, Board meeting.**

**Minutes**  
**Indian Hills General Improvement District**  
**Board of Trustees Meeting**  
**District Office**  
**3394 James Lee Park Rd. #A**  
**Carson City, NV 89705**  
**April 10, 2024**  
**Regular Board Meeting 6:00 P.M.**

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

**Trustees Absent:** none.

**Staff Present:** General Manager Chris Johnson, and District Accountant Stacie Cobb.

**Others Present:** District Counsel Chuck Zumpft, District Engineer Tim Russell. Residents Denise Pierini, Dallas Debatin and Bill Eisele.

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

1. **Call to Order**  
Request that Cell Phones and Pagers be turned off for recording purposes.  
Chairman Stulac called the meeting to order at 6:02PM.
2. **Pledge of Allegiance:** Led by Vice Chairman Garcia.
3. **Public Interest Comment:** none
4. **Approval of Agenda**

*Chairman Stulac stated absent objection he approves the agenda. No objection. Item passed, agenda approved.*

5. **PUBLIC HEARING FOR WATER**  
**Discussion only on the intent of the Board of Trustees of the Indian Hills General Improvement District, Nevada, to amend the monthly basic service fee charged for water service provided by the Indian Hills G.I.D. by increasing the Water Basic Service Fee Flat Rate per month as show below:**

Service Size:	Existing Rate:	Year 1 Base Rate: Effective 7/1/2024	Year 2 Base Rate: Effective 7/1/2025	Year 3 Base Rate: Effective 7/1/2026	Year 4 Base Rate: Effective 7/1/2027	Year 5 Base Rate: Effective 7/1/2028
3/4"	\$36.22	\$38.03	\$39.93	\$41.93	\$44.03	\$46.23
1"	\$56.60	\$59.43	\$62.40	\$65.52	\$68.80	\$72.24
1.5"	\$118.28	\$124.19	\$130.40	\$136.92	\$143.77	\$150.96
2"	\$173.87	\$182.56	\$191.69	\$201.27	\$211.33	\$221.90
3"	\$290.36	\$304.88	\$320.12	\$336.13	\$352.94	\$370.59
4"	\$586.53	\$615.86	\$646.65	\$678.98	\$712.93	\$748.58
6"	\$856.34	\$899.16	\$944.12	\$991.33	\$1,040.90	\$1,092.95
8"	\$1,292.75	\$1,357.39	\$1,425.26	\$1,496.52	\$1,571.35	\$1,649.92

General Manager Chris Johnson stated this is the public hearing portion of the rate increase. This is the time for the public to speak on this. General Manager Chris Johnson stated he does want to say one thing about this. He has talked to some residents; a couple of the board have been here since he started as the General Manager. You may remember that during his first few budgets he said he did not want to raise rates for our residents at a time when they were already getting hit with other increases. So, we cut back and did what we could to not have to raise rates, that is what we have been doing for the last several years. That would have been the case this year, but our rates were increased on us and when you run an already tight budget you have to raise rates. People are saying I'm on a fixed income, so is the District, we cant find another source of income. The difference is we maintain a water system and a sewer system and the infrastructure for the District. Unfortunately, when our rates go up and with inflation we have to raise the rates. We have done our due diligence on holding back as long as we can.

Chairman Stulac stated he does remember that, even with all you were faced you held to that so that is worth applauding.

**Public comment:** Chairman Stulac stated that they received a public comment via email from a resident, Richard Sowadsky which reads, "I want to give my input on the proposed rate increases. Being a retiree on a fixed income, this rate increase hits seniors and retirees particularly hard. For those of us living on social security or a pension, we are having a difficult time enough as is, just making ends meet. With the costs of living going up, including increases in medical costs (which hits us particularly hard), food, and other utility costs, this proposed increase is now a significant financial burden for retirees and seniors. Please reconsider this proposed increase since those of us living on social security or a pension simply cannot afford yet another rate increase to deal with."

Resident Bill Eisele stated he would like to say our previous manager did a good job too. The years he spent on the board and now he has never seen the prices go up like the have recently. Chris hit on it the cost to run the water and sewer plants has increased. Everything is skyrocketing; you have to look at the costs of operating.

Resident Denise Pierini asked where is the ad valorem at what is coming in. What we get from the County what is the bottom line we get from the County.

General Manager Chris Johnson stated ad valorem has nothing to do with this. These funds are enterprise funds and completely separate from ad valorem.

**Public comment period for water public hearing closed.**

**6. PUBLIC HEARING FOR SEWER**

**Discussion only on the intent of the Board of Trustees of the Indian Hills General Improvement District, Nevada, to amend the monthly service fees charged for sewer service provided by the Indian Hills G.I.D. by increasing the Sewer Flat Rate Fee per month from \$41.72 up to \$43.81 in year one, from \$43.81 up to \$46.00 in year two, from \$46.00 up to \$48.30 in year three, from \$48.30 up to \$50.72 in year four and from \$50.72 up to \$53.26 in year five.**

General Manager Chris Johnson stated he doesn't have much to say on this. The difference here is that we don't have a rate increase on sewer like we do on water from our provider. The sewer plant has an increase in operating costs.

**Public comment: none**

**Public comment period for sewer public hearing closed.**

**7. Discussion and possible action to adopt Resolution 2024R-01 establishing a new Water Basic Service Fee Flat Fee by increasing the Water Basic Service Fee Flat Rate per month as shown below.**

Service Size: a. b.	Existing Rate:	Year 1 Base Rate:	Year 2 Base Rate:	Year 3 Base Rate:	Year 4 Base Rate:	Year 5 Base Rate:
		Effective 7/1/2024	Effective 7/1/2025	Effective 7/1/2026	Effective 7/1/2027	Effective 7/1/2028
3/4"	\$36.22	\$38.03	\$39.93	\$41.93	\$44.03	\$46.23
1"	\$56.60	\$59.43	\$62.40	\$65.52	\$68.80	\$72.24
1.5"	\$118.28	\$124.19	\$130.40	\$136.92	\$143.77	\$150.96
2"	\$173.87	\$182.56	\$191.69	\$201.27	\$211.33	\$221.90
3"	\$290.36	\$304.88	\$320.12	\$336.13	\$352.94	\$370.59
4"	\$586.53	\$615.86	\$646.65	\$678.98	\$712.93	\$748.58
6"	\$856.34	\$899.16	\$944.12	\$991.33	\$1,040.90	\$1,092.95
8"	\$1,292.75	\$1,357.39	\$1,425.26	\$1,496.52	\$1,571.35	\$1,649.92

General Manager Chris Johnson stated he would like to quickly sing praises to his staff. Stacie provided him with a budget that shows what it will look like without the rate increase. Water would be at a deficit of \$41,212.00 without the rate increase.

Secretary/Treasurer Siegman stated just based on historical usage. General Manager Chris Johnson stated yes and with the 4% increase we are getting. Included in the board packet are other entities rates. Chris stated he was in a meeting last week talking with other General Managers and a County Commissioner talking about rate increases and he told them what we are proposing, and they said that's it.

Chairman Stulac stated he thought it was interesting, the table there all residents are on the 3/4" meter size. That is what will affect the majority in the District.

Trustee Dunham stated we are going up 4%. General Manager Chris Johnson stated yes, our rates from Minden are going up 4%. Trustee Dunham stated where on that is you have a five-year base rate. Is there any way that the five years can become seven or maybe six years. Everyone is going to want to know why, we just jump up last month. General Manager Chris Johnson stated no we didn't. Trustee Dunham stated like this guy Richard and me there are a number of retired folks here it is a grave concern. There are a lot of people that maybe are barely getting by right now, without presenting this one more time he doesn't want it slipping through the cracks. Make is simpler every year it goes up. The hard part is everything else is going up to it is difficult to sit in his seat we don't want to upset people about not having enough money. He is speaking for others who will come to him and ask. The bottom line is we cant rob peter to pay paul, the water and sewer money have to stay in those funds. We are here on this panel, and it is very simple we cannot go backwards with our funds. It is not just the money we would be short if we didn't do this it is also maintenance of infrastructure. He is just giving his opinion on why we can't go less.

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Vice Chairman Garcia he wants to remind folks when we talked about rate increases before we purposely said lets wait until the build out of the cottages is complete because we will have a better idea of what the true impact is. So, we put it off a few times to make sure it is out of necessity. We have put this off long enough as long as we can. We have no choice. The district continues to do everything to reduce costs. We are being passed through a cost; we cannot run off a deficit budget. The state would not allow that.

Secretary/Treasurer Siegman stated one thing that might help the public is if we make it very clear that 4% is a pass through and 1% is to help us take care of aging infrastructure. Maybe one the website or newsletter this might help them understand. We wouldn't do this if we didn't have to.

General Manager Chris Johnson stated another thing to point out is we are all getting hit with the same rates, we are all residents too.

Trustee Lufrano stated she agrees with everyone, she does understand that this hits people's pocketbooks, and this adds to it. As Russ said these fees are being charged to us and we are just covering the costs with the 1% additional. Taking care of the infrastructure is looking into the future and will help even just a little.

Chairman Stulac stated yes as Russ said put something in the newsletter or on the website would be good. It is always helpful to explain it and have it out there. Can we add some of your comments to that Chris. He sympathizes with what Dale stated but he also didn't know what the turn out tonight would be and we only have one email and three people in the audience. That speaks a little volume people understand a little bit. Bob stated he is also on a fixed income like the gentleman who emailed he is a fellow colleague at his old agency and they both have pensions and they both get increases each year to help offset these things. Social Security also had an increase.

**Public comment:** Resident Dallas Debatin stated he is concerned about us having water rather that what the water increase is going to be. He thinks it is appropriate to have an increase because of the significant inflation and that we have infrastructure to take care of.

Resident Denise Pierini stated that she agrees with putting something in the newsletter, so people realize we pay Minden for our water, so we are in a crunch.

Vice Chairman Garcia stated for Dallas yes inflation is we are doing everything we can cost optimizations; the build outs and it is still not enough. We get our water from Minden, so we have to pass that along.

*Trustee Lufrano motioned to adopt Resolution 2024R-01 establishing a new Water Basic Service Fee Flat Fee by increasing the Water Basic Service Fee Flat Rate per month with an effective date of July 1<sup>st</sup> each year. Vice Chairman Garcia seconded. Motion carried unanimously.*

8. **Discussion and possible action to adopt Resolution 2024R-02 establishing a new residential and commercial Sewer Rate Flat Fee by increasing the Sewer Rate Flat Fee per month from \$41.72 up to \$43.81 in year one, from \$43.81 up to \$46.00 in year two, from \$46.00 up to \$48.30 in year three, from \$48.30 up to \$50.72 in year four and from \$50.72 up to \$53.26 in year five.**

General Manager Chris Johnson stated we have already discussed this. The one difference is the sewer budget would be at a deficit of \$35,981.00.

Chairman Stulac stated he appreciates being given those numbers, thank you Stacie.

Trustee Lufrano stated she would like to reiterate similar comments, she likes to acknowledge that this hits people's pocketbooks, it is not being neglected it is being considered with the understanding that we need to take care of our aging infrastructure and be proactive rather than reactive. This is looking ahead in the future this is something we must do.

Secretary/Treasurer Siegman asked what was the driver of the deficit for sewer. General Manager Chris Johnson stated the aging infrastructure, we have been running the wastewater plant very lean.

Vice Chairman Garcia stated similar to the water resolution assuming we pass the sewer resolution it is important to include those values and to say if we don't do this this is the deficit we will be in. Cost optimization, the District continues to do that one example is hauling the waste, which is just one thing the District has done and continues to do. Without the creative ideas we would not have been able to go this long. We have no choice. He will be retiring very soon so he understands the impact this will have. They feel the impacts like the residents too.

Trustee Dunham on transporting the waste in house percentage to savings. General Manager Chris Johnson stated they have to get rid of the sludge and haul it off, it was going to be \$28,000 for a contractor to haul it off for one pond. Ryan stated he can do it and just started hauling it off. Trustee Dunham stated people tend to come to an elected official and complain but they don't really understand. They also need to show up to the board meetings.

Chairman Stulac stated doing a six- or seven-year long increase is concerning to him because then we will have a back-to-back increase if we spread them out. There may be years where there is not an increase.

General Manager Chris Johnson stated no we have one source of water. Theoretically we could open our wells and use that water, but we are talking millions and millions of dollars to set up a treatment plant. The water we get from Minden is clean. District Engineer Tim Russell stated Minden has plenty of water.

General Manager Chris Johnson stated many agencies pull together and get water from Minden, so this is spread out between all.



**Public comment:** Resident Dallas Debatin stated this was announced twice today at the senior lunch today, so people know about it.

*Vice Chairman Garcia motioned to adopt Resolution 2024R-02 establishing a new residential and commercial Sewer Rate Flat Fee by increasing the Sewer Rate Flat Fee per month from \$41.72 up to \$43.81 in year one, from \$43.81 up to \$46.00 in year two, from \$46.00 up to \$48.30 in year three, from \$48.30 up to \$50.72 in year four and from \$50.72 up to \$53.26 in year five. Trustee Lufrano seconded. Motion carried unanimously.*

**9. Reports to the Board:**

**a. General Manager Report**

General Manager Chris Johnson reviewed his report with the Board. Chris stated thank you Trustee Garcia for pointing out the stuff that staff do to save a lot of money because that is not something he tells them to do they do it on their own.

**1. Administrative**

General Manager Chris Johnson reviewed the report to the Board.

**2. Water**

General Manager Chris Johnson reviewed the report to the Board.

**3. Wastewater**

General Manager Chris Johnson reviewed the report to the Board.

**b. District Accountant Report**

General Manager Chris Johnson reviewed the report to the Board.

**c. Engineer Report**

District Engineer Tim Russell stated Chris hit on a lot of the Indian Drive stuff, paving will be on April 16<sup>th</sup> and 17<sup>th</sup>. May 8<sup>th</sup> is the final completion date. We are pretty happy with the project. The Hobo North Tank is in the works. It has been submitted to NDEP. The Big Green Tank was approved to let go until it is repainted. MS4 permit was submitted to NDEP two weeks ago.

**d. Attorney Report** District Counsel Chuck Zumpft stated he has nothing to report.

**Public comment: none.**

**10. Discussion and possible action to adopt the Tentative Budget for Fiscal Year 2024-2025.**

General Manager Chris Johnson stated for the most part the budget has remained stable with a few changes. Most notably with parks and rec if you go to page 28 of your packet. The riding mowers that they use are very old so they asked if we could budget for a new riding mower for the parks. In streets on page 30 you will see our streets projects, this will include maintenance and an update on our PCI and then the dump trailer. The dump trailer will give them the capability to use and make things easier. Page 33 that is the decanter we were talking about. Dave stated we can make it by until July. The blower for the decanter is also in there along with the camera trailer. This camera trailer is a trailer with a camera that will go down our sewer lines to film and inspect the inside of our sewer lines. Right now, we are

asking Minden Gardnerville Sanitation District to come up and do this for us, we have also contracted this out in the past when MGSD is not available. Colin and Tim have both been saying for a while now that this would be nice to have. MGSD bought a new one and doesn't need it anymore. Chris stated he talked to Peter at MGSD about buying it, he is going to talk to his board and get me a price. With the Indian Drive project, we have run it very tight, so it looks like we have about \$24,000 left over that we can use, once we get our final costs, we will know exactly what we have left. In Water on page 36 you see the estimate for North Tank, it is probably a high estimate, but we want to make sure we estimate enough. The North tank is down at the water plant and is the next on the list. The airgap on the South tank will also be addressed. Those are the highlights.

Trustee Lufrano asked the phone project that you had Brooke work on you said it results in a \$17,000 savings, I don't see it. District Accountant Stacie Cobb stated it is not in there yet because we don't have exact numbers yet, but it will be in the final budget because they were just installed yesterday.

Chairman Stulac stated on the phone thing, Stacie if the \$17,000 is listed in three or four different places what I'm confused about it why it isn't shared throughout all departments. District Accountant Stacie Cobb stated it depends on the number water obviously has to stay with water, we cant use admin money to pay for water or wastewater. The \$17,000 is based on an estimate of what our year to date will be on June 30. General Manager Chris Johnson stated that our monthly bill with Frontier is about \$2,000 and it will go down to about \$300, it comes down to us saving about \$1,500 a month. They are not all \$17,000.

Trustee Lufrano that is a question too insurance are we talking pool pact. District Accountant Stacie Cobb stated that is our liability insurance. Trustee Lufrano stated wow that has gone up a lot. General Manager Chris Johnson stated yes all of our insurance has gone up.

Chairman Stulac stated Stacie I am confused on the phones, there is another \$13,000 for phones under water operations so when you add them all together maybe that's not the way to do it but when you add it all up it is \$50,000 but the phones only cost. District Accountant Stacie Cobb stated that is the old one they will all go down in the final budget, we don't have the estimate yet. General Manager Chris Johnson stated yes, they were just installed yesterday.

Trustee Lufrano stated on sewer page 32 equipment r & m is increasing by \$7,000 is this for a specific project. General Manager Chris Johnson stated no that is the upkeep of the equipment based on the wear and tear we have had the past couple of years. Trustee Lufrano stated that it is maintenance not a replacement. General Manager Chris Johnson stated no, any replacement or major items will be under capital outlay. Trustee Lufrano stated row 57 the biosolids disposal is increasing by \$9,000 that is not the work Ryan is doing. General Manager Chris Johnson stated no that is, we still have to pay Bentley to dump it. Where we are saving the cost is they are not having to come in to scoop it up for us. Trustee Lufrano stated that is increasing significantly. Vice Chairman Garcia stated that is what we are dealing with costs increasing. Trustee Lufrano stated they Bentley is charging that much more. General Manager Chris Johnson stated it is not just that Bentley is charging more, it is

that we are cleaning out those basins that is a lot more that we are dumping, we have to get rid of it. Chairman Stulac stated do you anticipate having to clean these ponds out at what frequency. General Manager Chris Johnson stated we don't have to do it all the time, the plan is to maintain it, so we don't have this much to do. It is something they will plan to do one pond each year and maintain it over time, so we don't have a large cost at one time. Trustee Lufrano stated just overall electricity is increasing so significantly over all the budgets just crazy to believe that it is increasing that much. Postage she thought do we really mail that much, and she started thinking about it and with the monthly bills yes, we do. Trustee Lufrano stated she wanted to note that standby is not increasing at all, so I guess good job on that but how is it not increasing. General Manager Chris Johnson stated we just don't have an increase in standby time. Trustee Lufrano stated is that a flat rate not based on salary. General Manager Chris Johnson stated it is a flat rate of \$3.75 per hour. Chris stated on that note talking about the electricity bill going up we have all seen it in our homes with gas and electricity. Those have both gone up \$100.00 plus a month, we are only going up a couple bucks a month.

Secretary/Treasurer Siegman stated he was talking to Chris before the meeting, and he would like to get this sooner than later and do something like this a meeting with the board before it is actually due. He is ok coming in for an extra meeting, just so we can go line by line to better understand everything. So, if they had any real concerns, they could modify the budget or get concerns addressed. District Accountant Stacie Cobb stated just so you know we are coming back next month with the final this is just the tentative. We will come back in May with the final, changes will be made between now and then. Secretary/Treasurer Siegman stated he would like more time to review it and more discussion about it before it is due. General Manager Chris Johnson stated sure, but this is your time to discuss it and make changes. Secretary/Treasurer Siegman stated he is talking about a dedicated meeting just for the budget. Chairman Stulac stated can that be done Chuck. District Counsel Zumpft stated sure it is just another meeting. Chairman Stulac stated so you would have to notice it. District Counsel Zumpft stated oh yeah. Vice Chairman Garcia stated the alternative would be to stay as long as needed to discuss all the questions. That's part of the job. If he went in with Stacie and asked a question or wanted something changed, that would be changed and noted then voted on. That is an opportunity to do it individually as well. Robert stated he doesn't disagree with your request Russ. Secretary/Treasurer Siegman stated yeah, he doesn't think it is a good idea to do it one on one, it should be done with the entire board.

Vice Chairman Garcia stated he sat with Chris and discussed this the only thing he would add is that when we are looking at expenditures like the camera trailer that is \$20,000, we do a useful life analysis which Chris always does. Also take an opportunity to take a look at leasing verse buying to optimize our costs.

Trustee Dunham stated he has nothing.

Chairman Stulac stated the only question he has is on page 24 the salary contingency ot, it is in all budgets they all went up a couple thousand. Can you explain that. District Accountant Stacie Cobb stated that is the sick and vacation accrual, it is in the notes to the right under column p. Chairman Stulac stated under the parks and rec budget page 27, line 35 this appears a couple times r & m what is that. General Manager Chris Johnson stated that is

repairs and maintenance, which is the supplies needed. Then we have a building and maintenance for buildings, vehicles, and equipment r & m too. Chairman Stulac stated he figured that it is just so much higher. Did we come close to using all that. General Manager Chris Johnson stated they have some left, but we are going into spring, so we need fertilizer and all the stuff for parks, all of that comes out of that line item. We spend a lot. Chairman Stulac stated ok great thank you. Page 30 you mentioned the PCI is it a portion of the \$495,000. General Manager Chris Johnson stated yes, he mentioned that earlier, the PCI is only a portion of that. Chairman Stulac stated do you remember the cost of the PCI. General Manager Chris Johnson stated he thinks it was about \$12,000 to do a quarter of the district. That \$495,000 is also for streets projects, if you recall our schedule is every two years we do a road replacement and every year we do a maintenance project so that is what that is. Chairman Stulac stated in your presentation you mentioned the PCI was going to be done so where is it in the budget. General Manager Chris Johnson stated it is under streets projects, which is a lump sum for streets projects until we sit down and break out what we are doing. Our plan is to do the PCI this year and some maintenance. Chairman Stulac stated ok can we get a better cost on the PCI next meeting. Vice Chairman Garcia stated regarding the PCI I think the previous GM has staff follow along to learn how to do the PCI in order to offset the cost. General Manager Chris Johnson stated he does not recall that. None of the staff that were here then are still here.

**Public comment:** Resident Dallas Debatin stated this is new to him salaries increased about 4-5%, is that true. In California minimum wage is now at \$20.00 per hour. How will that affect us. District Accountant Stacie Cobb stated that is just for one department. Can individuals complain about their road and can you tell them where their street ranks. Chairman Stulac stated yes that is what the PCI is for so we can give residents a measurable number of where their street ranks. Resident Denise Pierini stated she doesn't mean to be waiting anyone's time, but she doesn't see the solar panels that are used at the wastewater plant in the budget. General Manager Chris Johnson stated yes, we still have them, but the savings is not in the budget, they are reducing the energy consumption. There is no line item in the budget for it. Resident Denise Pierini stated well ok we can agree to disagree it should be in there.

*Vice Chairman Garcia motioned to adopt the Tentative Budget for Fiscal Year 2024-2025. Trustee Lufrano seconded. Motion carried unanimously.*

**11. Discussion and possible action to approve Draft Minutes from the March 20, 2024, Board meeting.**

**Public comment: none**

*Trustee Lufrano motioned to approve Draft Minutes from the March 20, 2024, Board meeting. Secretary/Treasurer Siegman seconded. Motion carried unanimously.*

**12. 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.**

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Trustee Lufrano stated she made her comments during the reports section.

Vice Chairman Garcia stated he already talked to Chris about this but there was a vehicle that ripped the fence at the corner of Sunridge, that person turned themselves in, insurance will take care of that. We talked about putting a flashing light on that curve on South Sunridge we are working towards getting funding for that. FYI doesn't apply to us but there was a lawsuit filed against the Douglas County School District about open meeting law, this is just a reminder to us and to caution us to follow open meeting laws.

Trustee Dunham stated he wants to thank Brooke for always keeping them informed.

Chairman Stulac stated he has noticed a lot of the speed tables in the Ranchos. He was surprised to see that there are a lot so if this issue comes up again, we know that. He talked to Jon Erb the other day and he misunderstood him; he said a lot of the GID's have put them in. He doesn't prefer them for the larger roads but on the residential roads they are good. It is something we can consider in the future if we want to.

### 13. Adjournment

*Chairman Stulac stated absent objection he approves adjournment. No objection. Item passed, meeting adjourned.*

Meeting adjourned at 8:22P.M.

**FINAL APPROVED MINUTES AS PRESENTED**

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**Secretary/Treasurer  
Russ Siegman**