

Minutes
Indian Hills General Improvement District
District Office
3394 James Lee Park Rd. #A
Carson City, NV 89705
January 12, 2009
6:00 P.M.

Trustees Present: Chairman Laura Lau, Vice Chairwoman Denise Pierini, Secretary/Treasurer William Eisele, Trustee Brian Patrick, Trustee Dianne Humble

Trustees Absent: (none)

Staff Present: General Manager Jim Taylor, District Analyst Human Resources & Community Sandi Eisele, Accountant Stacie Hunter, Administrative Assistant Karen Ziemer, Water Supervisor Dave Wright, Water Operator Josh Joyner, Wastewater Supervisor Andy Joyner

Others Present: Attorney Scott Brooke, CPA Jonathan Steele, CPA Ben Steele, Penni Eisele, Art Baer, David Fournier, Shelia Allen, Skip Allen, Steve Weaver, Kathryn Clark-Ross, Kurt Hildebrand, Ron Kruse, Ed James

1. **Call to Order:** Chairman Lau called the meeting to order at 6:00 P.M.
2. **Pledge of Allegiance:** Led by Chairman Lau
3. **Approval of Agenda:**

Trustee Humble motioned to accept the Agenda as presented. Trustee Patrick seconded. Motion carried unanimously.

4. **Public Interest Comment:** (none)
5. **Discussion and possible action to elect officers of the IHGID Board of Trustees for calendar year 2009:**

Chairman Lau asked for a nomination for Chairman of the Board. Secretary/Treasurer Eisele nominated Dianne Humble. Nomination carried 4-1, 4 ayes by Dianne Humble, Brian Patrick, Laura Lau, Bill Eisele; 1 nay by Denise Pierini.

Chairperson Humble asked for a nomination for Vice Chairperson. Secretary/Treasurer Eisele motioned to nominate Denise Pierini. Chairperson Humble seconded. Trustee Patrick nominated Laura Lau. Nomination for Denise Pierini carried 3-1-1, 3 ayes by Dianne Humble, Laura Lau, Bill Eisele; 1 nay by Brian Patrick; 1 abstained by Denise Pierini

Chairperson Humble nominated Bill Eisele for Secretary/Treasurer. Vice Chairperson Denise Pierini seconded. Nomination carried 3-2, 3 ayes by Dianne Humble, Denise Pierini, Bill Eisele; 2 nays by Laura Lau, Brian Patrick.

6. Discussion and possible action to accept the IHGID Draft Financial Statements for Fiscal Year 2007-2008:

Trustee Brian Patrick commented regarding a Memorandum the Board received January 5, 2009 from General Manager Jim Taylor stating the District needed to write a Management Discussion and Analysis Report to be approved by the Board and be included as part of the Financial Statement. Brian asked Jim Taylor if this report had been written. Jim Taylor replied no, not at this time.

Jonathan Steele, CPA reviewed the IHGID Draft Financial Statements for Fiscal Year 2007-2008. Jonathan commented that Steele & Associates have issued a clean opinion of IHGID Financial Statements which means numbers are materially correct. Jonathan explained that Steele & Associates issues the Financial Statements and if the Board approves them they go to the state, or the Board could look for another auditor. Jonathan commented the audit was for a one year period and no reason was found to open up other years. Jonathan responded to questions and concerns of the Board regarding the Financial Statements. He explained recommendations made for internal controls. Trustee Patrick expressed concern with the Management Discussion and Analysis (MDA) Report not being written and ready to submit with the Financial Statements to the state on January 16, 2009. Jonathan Steele commented that he believed the report was being written by General Manager Jim Taylor and Secretary/Treasurer Eisele and was almost complete. Trustee Patrick commented he is not comfortable approving something tonight that he has not read. Jonathan Steele commented that if the Board approves the Draft Financial Statements as they are presented, he could call the state and ask for a week or two extension of time to allow the MDA Report to be finalized and submitted along with the Financial Statements. If the state grants IHGID an extension, the MDA Report could be brought before the Board at their next meeting for approval. Ben Steele asked what the Board would like Steele & Associates to do if a 10 day extension is refused by the state. Jonathan Steele stated the MDA Report is a requirement of the Financial Statements. Attorney Scott Brooke commented that the Board could discuss any item presented tonight, then have the General Manager summarize and submit it if required. Scott commented that last year the MDA Report was not presented to, nor approved by the Board, it was a summary letter. Vice Chairperson Pierini suggested that General Manager Jim Taylor could give the MDA Report to Trustee Patrick for review once it is completed. Jim Taylor agreed to do so.

Public Comment: (none)

Chairperson Humble motioned to accept the Draft Financial Statements for Fiscal Year 2007-2008 from Steele & Associates as it stands, with the caveat that General Manager Jim Taylor and Secretary/Treasurer Eisele will have a cover letter to go along with it. Vice Chairperson Pierini seconded. Motion carried 3-2, 3 ayes by Chairperson Humble, Vice Chairperson Pierini, Secretary/Treasurer Eisele; 2 nays by Trustee Lau, Trustee Patrick

7. Board Workshop for District Goals, Objectives and Priorities: General Manager Jim Taylor presented his list of Issues Facing Indian Hills G.I.D. and On Going Projects. The list contains 22 items to be addressed. Jim hopes to complete 20 of them in the next year. Jim asked for Board comments and additions to the list. Jim gave the Board a list of his accomplishments for the last month and a half. Jim asked Board members to each submit their own list of priorities and projects to him in writing before the next Board Meeting on January 21, 2009. The Board can bring their written requests to him in person and discuss them, or

drop them off at the front desk. Trustee Lau commented on the need to determine a number of importance or priority for each of Jim's listed items. Trustee Lau stated as a Board we need to decide how Jim moves forward on these items and what will be expected of him. Jim Taylor agreed. Board Members shared their concerns of the District with Jim. Ed James from Carson Water Sub Conservancy District commented that there are five individual Board members with one policy as a Board. Ed suggested that it may be useful to come together as a Board and prioritize. Ed's District has used Cooperative Extension as a free resource for strategic planning, setting priorities and developing policies. Cooperative Extension has some good procedures for these decisions that could lead to a Board policy the General Manager can follow. The Board asked Jim to get hold of Cooperative Extension to help with goals as well as objectives and possibly set up another date for a workshop with a facilitator.

No action was taken.

8. Chairman and Trustees Reports, Correspondence: Vice Chairperson Pierini reported that a resident had commended the Parks and Streets staff for their congeniality and sees them working hard all the time. Chairperson Humble asked to include a proposal to contract for Sewer and Water services on the Agenda for the January 21, 2009 Board Meeting.

9. Adjournment:

Secretary/Treasurer Eisele motioned to adjourn the meeting. Trustee Patrick seconded. Motion carried unanimously. Meeting Adjourned at 7:38 P.M.

FINAL APPROVED MINUTES AS PRESENTED

**Secretary/Treasurer
William Eisele**