

**Round Hill General Improvement District
Board of Trustees Meeting Minutes
November 21, 2017**

Tuesday

6:00 pm

1. Meeting Called to Order

Meeting was called to order by Chairman Steve Seibel.

2. Pledge of Allegiance

Pledge of Allegiance was led by Chairman Steve Seibel.

3. Roll Call

Chairman Steve Seibel, Vice Chairman Wes Rice, Trustees Chuck Fagen and Darin Smith were present. Trustee Keith Fertala was absent. District Manager Greg Reed, Assistant Manager John Fassmann and District Counsel Jordan Walsh were present. Beth Farley of Kohn & Company, LLP and Matt Van Dyne of Farr West Engineering were also present.

4. Public Comment

None.

5. Approval of Agenda

Motion to approve the agenda as presented. Rice/Fagen 4-0 approved.

6. Presentation of the 2016 / 2017 Audit Report by Kohn & Company and acceptance and adoption of the current year recommendations.

Manager Reed reported that the annual audit was conducted on the Districts 2016 / 2017 financial records during August and September 2017. District staff provided all requested information to the auditors.

Beth Farley of Kohn & Company gave an overall presentation of the District's audited financial records. She presented an unqualified opinion that had no findings. She did however find an error on the report so it will be amended prior to finalization.

Motion to approve the 2016 / 2017 Audit Report by Kohn & Company as amended.
Rice/Fagen 4-0 approved.

7. Presentation and update on the Castle Rock Water Line Project by Matt Van Dyne of Farr West Engineering.

Matt Van Dyne was unable to attend, therefore District staff and Farr West Engineering held a conference call to discuss comments and questions regarding the 60% Design Submittal. Farr West is incorporating the comments received and working towards the 90% Design Submittal. In addition to the submittal to the District will be the submittals to various agencies including the County, State and Fire District.

8. Discussion and possible action to authorize staff to file a Claim of Lien against the property located at 480 A & B McFaul Way.

Patti reported that she had spoken with the owner of this property and he stated that Unit B was destroyed by his tenants and he couldn't afford to clean it out or repair. He stated that he is 80 years old and ill and would prefer the District just file a lien against the property. He would no longer be making payments.

Motion to authorize staff to file a Claim of Lien against the property located at 480 A & B McFaul Way.

Manager Reed suggested filing an amendment every 9 months. Fagen/Rice 4-0 approved.

9. Discussion and possible action to appoint John Fassmann as the acting District Manager.

Manager Reed stated that John had agreed to accept the position of Acting District Manager. John will accept the role as District Manager in February. In the interim, John will continue to conduct Chief Operator duties and Acting District Manager duties as needed.

While acting as Chief Operator, John will receive compensation at his current salary. While he is Acting as District Manager, he will receive compensation as “out of class” as detailed in the Collective Bargaining Agreement at 25% above his regular pay scale.

John continues to meet with Greg Reed to expedite the transition from Acting District Manager to District Manager. Additional meetings are scheduled to ensure John’s success as he makes the transition. A brief history of John’s background is attached.

Motion to appoint John Fassmann as the Acting District Manager. Rice/Fagen 4-0 approved.

10. Discussion and possible action to continue to employ Greg Reed as a part time employee to assist John Fassmann in his transition at a rate of \$75.00 per hour effective November 1, 2017.

After discussion, motion to continue to employ Greg Reed as a part time employee to assist John Fassmann in his transition at a rate of \$75.00 per hour effective November 1, 2017.
Fagen/Rice 4-0 approved.

11. Discussion and possible action on a request on behalf of Sharon Martin with respect to her outstanding balances.

Patti reported that Ms. Martin had paid in full prior to the meeting. No action was necessary.

12. Consent Calendar

Motion was made to approve the consent calendar as amended.
Rice/Fagen 4-0 approved.

13. Staff Reports

Manager Reed appeared in Court on a complaint with Small Claims Court on a customer on McFaul Way that owes over \$7,000 in past due water and sewer charges. The case was held over until after the November Board meeting as the customer’s attorney noted that she would like to make a request to the board. Item #11 of these minutes reflects that Ms. Martin paid in full prior to the meeting.

District staff attended the Operator’s Forum to discuss proposed changes to the water operator rules.

District staff replaced hydrants in the District as part of the USFS grant program with STPUD.


District staff has been preparing equipment and facilities for winter.

District staff has notified specific residents that brush needs to be cleared on their property lines within the District’s rights of way.


14. Adjournment

Move to adjourn. Rice/Fagen 4-0 approved.

Attest:



Steve Seibel
Chairman



Keith Fortala
Secretary

JOHN H. FASSMANN

Brief Background summary

1. Bachelor of Science – Business Administration (Finance / Real Estate)
 - San Diego State University 1988 Graduate
2. Commercial Real Estate Broker (California) 1988-2002
 - Specialized 1031 Exchanges Apartment Properties
3. Small Business Owner / Operator – Alpaca Pete's 2002-2004

Transition – Complete Career Change

1. KGID – Road Crew Seasonal 2005
2. Tahoe Keys Water – OIT, Operator 1, Operator2 2005-2008
CA Certified D2, T1
3. RHGID - Operator 1, Operator 2, Chief Operator 2008-2017
NV Certified D3, T3

Having moved to Lake Tahoe in 1968, I have had the distinct pleasure to grow up in this wonderful community. I have lived in Lakeridge, Skyland, Kingsbury and now own a home here in our Round Hill District. I can confidently say that out of all the East Shore Communities ours here at Round Hill in my opinion is at the top of the list. I look forward to and I am thankful for the opportunity to combine my Career Background paths and extensive knowledge of the area for our mutual benefit of the Round Hill General Improvement District. Our community offers many unique advantages that others on the East Shore don't have, it is with great importance and responsibility that we have been entrusted to protect, maintain, and preserve our wonderful Round Hill Community. Thank you for this opportunity.

I look forward to working with all of you.

Sincerely,

A handwritten signature in black ink, appearing to read 'John H. Fassmann', with a long horizontal flourish extending to the right.

John H. Fassmann