

**Round Hill General Improvement District  
Board of Trustees Meeting  
October 20, 2009**

Tuesday

6:00pm

**1. Meeting Called to Order. (Side A/c#01)**

Meeting was called to order by Chairman Joe Francoeur.

**2. Pledge of Allegiance. (Side A/c#04)**

Pledge of Allegiance was led by Chairman Francoeur.

**3. Roll Call. (Side A/c#07)**

Chairman Joe Francoeur, Vice Chairman Glen Smith, Trustees Steve Teshara, Chuck Fagen and Wes Rice were present. The District Manager, Administrative Assistant and District Counsel were present. District residents Mike Murphy and Steve Seibel were present. Brian McRae of Lumos & Associates and Connie Christiansen of Kohn Colodny were also present.

**4. Public Comment. (Side A/c#9)**

Chairman Francoeur reported that past Board Trustee Ray Case, was diagnosed with lymphoma and would be going in for more tests. The Board and staff expressed their best wishes to Ray.

**5. Approval of Agenda. (Side A/c#16)**

Motion to approve the agenda as presented. Smith/Rice 5-0 approved.

**6. Presentation of the 2008/2009 Audit Report by Beth Kohn of Kohn Colodny and acceptance and adoption of current year recommendations. (Side A/c#18)**

Connie Christiansen of Kohn Colodny gave a brief overview of the 2008/2009 balance sheets for the general and enterprise funds. She stated that the Round Hill General Improvement District was in good standing and the only significant finding was the same as the past several years relating to segregation of duties. This is common with small offices that have only one administrative support staff.

As expected there was a decrease in revenue due to the decrease in Douglas County Consolidated taxes.

Trustee Teshara asked how staff felt the audit went. Manager Reed stated that the audit went very smooth from both sides and was very satisfied with the process.

Motion to accept the audit report from Kohn Colodny as presented. Smith/Fagen 5-0 approved.

**7. Discussion and possible action to authorize the District Manager to enter into a contract with R.O. Anderson for the development of a comprehensive pavement management plan at a cost not to exceed \$50,000. (Side A/c#121)**

At the September 2009 Board meeting District Counsel Pat Fagan requested that there be some modifications made to the contract. Mr. Fagan stated that he had spoken with Rob Anderson and the modifications requested were made and accepted.

Motion based on Counsel's recommendation that the Board enter into a contract with R.O. Anderson for the development of a comprehensive pavement management plan at a cost not to exceed \$50,000. Teshara/Rice 5-0 approved.

**8. Discussion and possible action to approve modifications to the contract with Lumos & Associates for the design of the new Round Hill water tank at a cost not to exceed \$150,000 for the property at 343 Ute Way. (Side A/c#150)**

Manager Reed stated that this contract was approved at the September 2009 Board meeting however, the only work to commence would be the Geotech work until after the Patel land transfer was complete. The modification to this contract was one that Counsel Pat Fagan requested Lumos & Associates has agreed to that modification.

Motion to approve the modifications to the contract with Lumos & Associates for the design of the Round Hill water tank at a cost not to exceed \$150,000. Smith/Fagen 5-0 approved.

**9. Discussion and possible action on a request from Scott Chastain to apply residential water and sewer rates to his vacation rental property at 333 Ute Way. (Side A/c#173)**

Manager Reed reported that Mr. Chastain has received high water and sewer bills based on the meter reads taken at his property. In 2005, the Board voted to make vacation rentals commercial properties. Mr. Chastain requested that RHGID change his property status from a vacation rental (commercial) property to a residential rate.

Manager Reed explained to Mr. Chastain that pursuant to RHGID Tariffs, Mr. Chastain could request a test of his meter. Manager Reed scheduled RHGID operators to pull the meter and send it out for testing.

If the problem is within the meter, RHGID has a process to correct the billings. If there is no problem with the meter, all expenses for the test would be Mr. Chastain's responsibility. Mr. Chastain agreed, submitted a deposit and requested a meter test.

Motion for the Board to continue with its existing policy and deny the request made by Mr. Chastain to apply residential water and sewer rates to his vacation rental property at 333 Ute Way. Teshara/Rice 5-0 approved.

**10. Discussion and possible action to authorize staff to proceed with filing Claim of Lien for the property located at 210 Elks Point Road. (Side A/c#264)**

Manager Reed reported that staff followed policy procedures relative to filing a Claim of Lien against a property.

District Counsel Pat Fagan, asked whether Ms. Merkelbach was noticed on the date and time of the Round Hill General Improvement District public hearing. Manager Reed reported that she had not been personally noticed. Mr. Fagan stated that she should be properly noticed prior to filing the claim of Lien.

Motion authorizing staff to proceed with Claim of Lien against the property located at 210 Elks Point Road in the event that payment is not made by the end of October, proper notice be given to Ms. Merkelbach and that the hearing is placed on the November Agenda. Smith/Teshara 5-0 approved.

**11. Discussion and possible action on a request by Kingsbury General Improvement District that we participate in a study to investigate the creation of a regional water filtration facility. (Side A/c#533)**

At the September 2009 Board meeting, the Board requested that Manager Reed bring additional information regarding this request. Additional information was provided to the Board with this package.

Following discussion and several questions from resident Mike Murphy, the Board asked for further information prior to contributing RHGID funds for this study. The Round Hill General Improvement District Filter Plant has no need for the LT2 testing and the Board does not see a value to the District at this time. An additional filter train was the most feasible option so that RHGID would have control over costs.

Motion relative to the request from KGID that RHGID participate in the study of a regional water filtration plant, directing the District Manager to participate in the process and to report back to the Board in the future when there is more information available. Teshara Smith 5-0 approved.

**12. Consent Calendar. (Side B/c#245)**

Motion to approve the consent calendar as presented. Smith/Fagen 5-0 approved.

**13. Staff Reports. (Side B/c#268)**

Manager Reed reported that the Operators had some problems at the filter plant with the level indicator. The level transmitter and a motor operated valve were replaced.

As approved by the Board, the CCTV system has been installed and is operational. The District's infrastructure was painted in preparation of the fly over for the Pavement Management plan. In addition to using the flight data for the road maintenance plan, staff will be able to include the manholes located in the District as part of the sewer GIS project.

A contract between YESCO and the District was entered into for the two foot increase in height of the Round Hill entrance sign.

Manager Reed met with representatives of Nevada State Lands to discuss potential additional erosion control construction / installation on the corner of McFaul and Kent Way. It was determined that no additional erosion control efforts were necessary. He also met with O'Brien Construction to conduct the final sign off of the sewer connection for Douglas County at the OptiComp property.

Resource Concepts has created a draft of the desired BMP's for TRPA review. Geocon was on site to have test pits dug for the percolation tests required for this project. Geotechnical work and test pits were dug for work on the Tank project by Lumos & Associates.

**14. Correspondence. (Side B/c#308)**

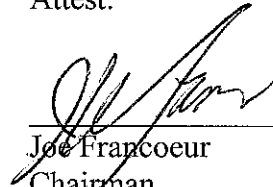
Vice Chairman Smith and Manager Reed met with Tahoe Douglas Fire District to define a defensible space around the District office. The work included ground cover clearing and removal of specified trees. The District will pay one third (\$2,667) of the total \$8,000 cost and the Fire Safe


Council will pay the remaining balance. There will be firewood available to residents if they choose to pick some up. Work was completed during the week of October 12th to 16<sup>th</sup>.

**15. Adjournment. (Side B/c#343)**

Motion to adjourn made by Vice Chairman Smith.

Attest:

  
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Joe Francoeur  
Chairman

  
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Glen Smith  
Vice Chairman