

**Round Hill General Improvement District  
Board of Trustees Meeting  
June 18, 2013**

**Tuesday**

**6:00pm**

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

Meeting was called to order by Chairman Glen Smith.

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

Pledge of Allegiance was led by Chairman Glen Smith.

**3. Roll Call. (Side A/c#6)**

Chairman Glen Smith, Vice Chairman Steve Teshara, Trustees Wesley Rice, Chuck Fagen and Steve Seibel were present. The District Manager, District Counsel and Administrative Assistant were present. Rob Anderson of R.O. Anderson Engineering was present.

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

None.

**5. Approval of Agenda. (Side A/c#11)**

Manager Reed requested to take item #6 and item #7 out of order awaiting Rob Anderson's arrival. Motion to approve the agenda as modified. Fagen/Teshara 5-0 approved.

**6. Discussion and possible action to approve the final water rights report prepared and presented by Rob Anderson of R.O. Anderson Engineering. (Side A/c#87)**

Rob reported that four of the District's water rights permits have unique terms that restrict the use of water rights to individual lots within the District.

After his discussion with the State Engineer he found that the District could file applications to change the "place of use" for those specific lots. Filing such applications to change affords the purveyor the opportunity to achieve beneficial use while retaining the remainder of the water right.

Rob recommended filing the applications to allow the associated water rights to be used District-wide. Recommendations for each permit are attached.

Motion to approve the final water rights report prepared and presented by Rob Anderson with direction to file the necessary "place of use" applications to be used District-wide at a cost not to exceed \$4,000. Teshara/Rice 5-0 approved.

**7. Discussion and possible action to award a contract to R.O. Anderson to develop design drawings and specifications for the installation of the sewer meter at DCSID's pump station on Elks Point Road. (Side A/c#436)**

Motion to award a contract to R.O. Anderson to develop design drawings and specifications for the installation of the sewer meter at DCSID's pump station on Elks Point Road at a cost not to exceed \$4,500.00. Rice/Fagen 5-0 approved.

**8. Discussion and possible action to authorize the District manager to close the State Revolving Fund Loan for the 500,000 gallon office tank at \$799,992.48. (Side A/c#15)**

Manager Reed reported that with the installation of the new office water storage tank completed, the District should close the outstanding SRF Loan.

Currently, only interest is being paid on the loan and there is no disadvantage to leaving the loan open however, upon closing the District would begin to pay toward the principal thus paying the balance off.

Motion to close the Series 2011 SRF Loan in July 2013. Teshara/Seibel 5-0 approved.

**9. Discussion and possible action to approve a draft newsletter to be delivered to RHGID homeowners regarding the possible implementation of an ad valorem tax within the District for the 2014 / 2015 budget year. (Side B/c#143)**

No action was taken on this item.

**10. Discussion and possible action to authorize the District Manager to enter into a contract with Farr West Engineering for the design of a replacement tank for the upper 500,000 gallon concrete tank at a cost not to exceed \$40,000. (Side B/c#372)**

Manager Reed reported that with the completion of the installation of the new office water storage tank, RHGID must now turn its attention to the upper 500,000 gallon concrete tank. The upper tank was listed as a significant deficiency on the 2012 sanitary survey conducted by the Bureau of Safe Drinking Water. The required repairs that led to that designation have been completed.

The tank was inspected in 1998 and a detailed report was issued at that time that the tank was in significant need of repair or replacement. The office tank was built, in part, to accommodate additional storage while the upper tank is taken off line. It is prudent to replace the upper tank rather than attempt rehabilitation since the existing tank does not meet seismic code and cannot be brought up to code. Since the new tank will be constructed on the same footprint as the existing tank, it will qualify as a Qualified Exempt project with the TRPA and no additional permitting will be required from them.

Since Lumos & Associates previously completed a life cycle cost analysis that was presented to the Board, and since the Board has previously determined that they prefer welded steel tanks over concrete tanks, this design will include no life cycle cost analysis and will proceed with the understanding that the tank will be welded steel.

Services under this contract will extend through the award of the construction contract. Construction oversight and inspection will be handled under a separate contract.

RHGID has another opportunity to receive more grant funding from the US Forest Service (USFS) through South Tahoe PUD in the amount of \$10,652.00. Manager Reed is working with the USFS regarding competitive bidding processes prior to moving forward.

Motion to authorize the District Manager to enter into a contract with Farr West Engineering for the design of a replacement tank for the upper 500,000 gallon concrete tank at a cost not to exceed \$40,000 pending USFS approval. Seibel/Fagen 5-0 approved.

**11. Consent Calendar. (Side B/c#450)**

Motion to approve the consent calendar presented with the exception of the Minutes for May 21, 2013. Teshara/Seibel 5-0 approved.

Motion to approve the Minutes of May 21, 2013 as amended. Teshara/Rice 5-0 approved.

**12. Staff Reports. (Side B/c#545)**

District staff continued to monitor the Nevada Legislative activities that might have adversely (or positively) impacted the District. There were no bills that had a major negative impact on the District. One bill, SB34, would have benefited the District by changing the risk pool classification for the PEBP health insurance for the District Manager. SB34 was passed by the Senate on June 2<sup>nd</sup> and submitted to the assembly where no further action was taken. On July 1, 2013, the premiums for this insurance are scheduled to increase from \$1,229.01 to \$1,770.03 per month. Given this 44% increase, District staff is pursuing alternative health insurance providers for the District Manager. In addition to saving on premiums for the short term, getting the District out of the PEBP program will eliminate the need for future GASB 45 calculations as the District will not be offering future employee retirement health benefits.

District staff met with representatives of the Round Hill Mall to determine the configuration of the water meters for various locations within the Mall, including the new Coffee Bar that is scheduled to open in the same building as McCall Realty. District staff followed up that meeting with a conversation with the new owner of the coffee shop regarding the required meter and backflow preventer installations.

District staff oversaw the repairs to the hatch of the upper concrete tank by Resource Development Corporation. Photos of the repairs were submitted to the State as the repair of the hatch was listed as a significant deficiency on the 2012 Sanitary Survey conducted by the Bureau of Safe Drinking Water.

District staff filed a small claims court action against a resident for non-payment of their service bills. The customer currently owes \$5,559.43 over three accounts, and due to the configuration of the services at the property, the District cannot shut off the services. The customer has been past due for fifteen months. RHGID placed a lien against the properties on April 23, 2012.

The District attended court on June 11, 2013. The judge, with District acceptance, granted a continuance until August 20<sup>th</sup> with the understanding that the customer makes payments and works at an agreement with the District to satisfy the debt.

District staff met with representatives of A to Z Insurance to discuss the annual renewal of insurances for the District. Insurance rates are likely to increase 3 – 5 % this year. RHGID will add the newly constructed tank to the insurance package, thereby increasing the value of the District's assets.

R.O. Anderson Engineering delivered a Notice of Award to A&K Earthmovers for construction of the pavement on Elks Point Rd. A&K Earthmovers has indicated that the start date would be July 8, 2013.

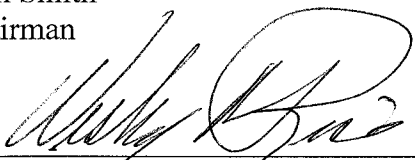
**13. Adjournment. (Side C/c#198)**

Move to adjourn. Teshara/Seibel 5-0 approved.

Attest:



Glen Smith  
Chairman



Wesley Rice  
Secretary