

ROUND HILL GENERAL IMPROVEMENT DISTRICT

**BOARD OF TRUSTEES
REGULAR MEETING MINUTES
LOCATION: VIDEO / TELECONFERENCE
October 20, 2020**

Tuesday

4:30 pm

Round Hill GID is actively monitoring and managing the COVID-19 level of risk in our community by closing our office to the public to minimize contact among individuals and to slow the spread of COVID-19. The RHGID Board of Trustees will be conducting its monthly meeting remotely to reduce social gatherings and interpersonal contact. In adherence to the Governor's Declaration of Emergency and Directive 006 on public meetings, there will be no physical location designated for this meeting.

The public will be able to participate in the Zoom Meeting with Meeting ID: 634 389 0648 using Passcode: 6zWUu0 or by teleconference at (669) 900-9128 with Meeting ID: 634 389 0648 and use Passcode: 350262.

Public comment will be accepted up to 24 hours prior to the Board meeting through either mailing in comments to the RHGID office, or by emailing comments to info@rhgid.org.

1. Meeting Called to Order

Meeting was called to order by Chairman Wes Rice.

2. Pledge of Allegiance

Pledge of Allegiance was led by Andrew Hickman.

3. Roll Call

Via Zoom - Chairman Wes Rice, Vice Chairman Chuck Fagen, Trustees Keith Fertala, Darin Smith and Hunter Harris were present. District Manager Andrew Hickman, Administrative Assistant Patti Page, District Counsel Justin Townsend and Pat Fagan were present. District Engineer Matt Schultz and residents' Bruce Steger and Gregg Rossi were present.

4. Public Comment

None.

5. Approval of Agenda

Motion to approve the agenda as presented. Fertala/Harris 5-0 approved.

6. Discussion on possible future implementation of traffic control devices to help reduce speeding in the District.

Once again, an open discussion was held amongst all board members, district residents and district staff in regards to different implements that could possibly be used to slow traffic within the district. Manager Hickman reported that he had continued investigating the requests from last meeting. He looked into the survey monkey and that option would have minimal costs to get feedback from district residents.

The speed signs were about \$3,000 each. He suggested that poles be placed around the district and moving the speed signs periodically. The signs have locking capabilities to avoid theft as well. After discussion, the board decided since speeding has decreased and the summer vacation season is coming to an end, the issue could be set aside until next spring.

No action was taken as this was for discussion only, but the board would again, like to continue to pursue the issue in coming meetings.

7. Discussion and possible action to approve an abatement of excess sewer fees in the amount of \$447.40 for 254 Cheyenne Circle.

Manager Hickman reported that 254 Cheyenne Circle had a usage jump from an average of about 7k gallons per month to 19k gallons for the billing cycle of August 2020 and 15k gallons for September 2020. The homeowner discovered that they had a leak in their irrigation system and / or service line between the meter and their house that has since been repaired to the satisfaction of the district.

In the past, the district has matched the previous month's usage. August and September would be calculated at 7,000 gallons each month for sewer charges. After discussion, a motion to approve the abatement of excess sewer fees in the amount of \$447.40 for the property at 254 Cheyenne Circle. Fagen/Fertala 5-0 approved.

8. Discussion and possible action to change wording in Water Tariff Rule #10 as approved in August 2018 and include updated Douglas County Code 20.622 as updated for Chapter 5.40 in the Douglas County Development Code.

At the August 2018 Board of Trustees meeting, it was approved to change the wording in the tariffs' definitions to amend Rule # 10 in Definitions to read "Any property discovered being used as a vacation home rental as that term is defined by Douglas County. District personnel will change the commodity rate to a commercial service immediately. Owner will be required to obtain a *Vacation Home Rental Permit / Renewal Permit* by Douglas County pursuant to Chapter 5.40 of the Douglas County Development Code".

Since that time, Douglas County has adopted a new Development Code (20.622) to replace Chapter 5.40 regarding Vacation Home Rentals in Tahoe Township (including Round Hill), so said amendment shall read "*Any property discovered being used as a vacation home rental as that term is defined by Douglas County. District personnel will change the commodity rate to a commercial service immediately. Owner will be required to obtain a Vacation Home Rental Permit / Renewal Permit by Douglas County pursuant to Chapter 20.622 of the Douglas County Development Code*". Harris/ Fagen 5-0 approved.

10. Consent Calendar

Patti reported that the District received another check in the amount of \$581.55 for a separate section of the "2017" FEMA reimbursement request.

Motion was made to approve the consent calendar as presented. Fertala/ Fagen 5-0 approved.

11. Staff Reports

Chairman Rice needed to leave the meeting and asked that Vice Chairman Chuck Fagen take over the meeting from this point.

Manager Hickman attended the DCLTSA meeting via teleconference and met in person with NDOT, the Federal Highway Administration, US Forest Service and TRPA regarding the new entrance to the Round Hill Pines property. Attached is the letter he sent them. See general update below. More information and updates will follow in the coming months.

Staff is currently coordinating with Sierra Controls on the installation of a flow transmitter and the integration of our chlorine pumps with the Chlorine Generation unit. After that is completed, the unit will be ready for start-up and calibration. Manager Hickman reported that we were a little over budget on chlorine purchases but is doing his best to get the project up and running as quickly as possible.

The Districts 2019 / 2020 Fiscal Year Budget Audit began on September 28th and has been conducted entirely via remote access. Not having auditors physically on site has presented some new challenges this year, but we are pushing through and are nearly done.

General Updates

District staff is currently in preparations for winter. Snow stakes are up and vehicles have been equipped for snow removal.

Water production has been up around 10% compared to last year. I believe this is due to more people working from home during the COVID-19 pandemic. For the month of October 2019, total water production was 4,374,000 gallons. As of October 16, 2020, we are already at 4,000,000 gallons.

Manager Hickman had a meeting with NDOT, FHWA, USFS and TRPA regarding the entrance to Round Hill Pines Beach and our water treatment plant. USFS is creating a new entrance to the resort beginning April 2022. Part of their plan is / was to eliminate the current access point, which is accessed by our staff multiple times per day.

Engineer Matt Schultz reported that Farr West had begun work identified for the FY 20/21 GIS development.

They are now finalizing the hydraulic modeling calibration utilizing collected field data. The master Plan effort continues with ongoing development of all sub-sections in preparation for the final sections (system deficiencies, identified projects, CIP, financial considerations) to be populated.

Farr West staff is nearing completion of the first two PER sections that will be delivered to RHGID Staff for review and comment soon. As Farr West completes sections, they will be presented to Staff for review and comment as to not burden with the overall document at once.

Farr West engineers have completed a 100% design plan set and incorporated comments from Staff. RHGID staff has worked to gather information regarding easement and electric supply opportunities from the adjacent property. Farr West is preparing to perform survey to identify an easement adjustment to accommodate the revised alignment of the sewer infrastructure. Engineers are coordinating with RHGID to process the NDOT Temporary Encroachment Permit to submit to NDOT District II Permits for review and approval. Once complete, Farr West will begin contact with contractors to solicit at least three bids for receipt, review, and consideration.

The current Farr West engineer's estimate places this project over \$100,000 (public bidding requirements); however, there is consideration that the bid prices may be below \$100,000 which would allow RHGID to solicit at least three bids from contractors. Additionally, prevailing wage requirements are not applicable if the cost is below \$100,000. If RHGID determines to proceed with bid solicitation, the bidding effort is rather minimal and has low risk. If costs come in over the \$100,000 threshold, the bids can be rejected and then RHGID would know for certain that it must comply and proceed with the public bidding process.

12. Adjournment

Move to adjourn. Fertala/Smith 4-0 approved.

Attest:



Wesley Rice
Chairman



Keith Fertala
Secretary



P.O. Box 976, Zephyr Cove, NV 89448

Andrew Hickman
District Manager

Friday, October 2, 2020

Sent via email

To:

Kimberly Felton, United States Forest Service
Devin Cartwright, Nevada Department of Transportation
Thomas Sohn, Federal Highway Administration

Dear sirs and madam,

It has come to my attention that there has been discussion of eradicating the current entrance to the Round Hill Pines Beach area. This letter is intended to advise against doing so.

While I understand the concern of vehicles continuing to turn at the current entrance (which is void during the winter months and would subside as time passes as people become aware of the new entrance), I do not feel that closing or restricting access to water treatment facilities that provide clean, safe drinking water to a year-round community of 1500 people is warranted.

Below is a list of several reasons why Round Hill GID should still have access through the current gate, even if we are the only entity provided access through that gate.

- An easement (Book 82 Page 252) exists for ALL water and sewer infrastructure within the RHGID boundaries.
- Round Hill GID has a water treatment plant and booster pump station at the southern area of Round Hill Pines Beach that is easily accessed through the current entrance. Having to enter through the new entrance would require our employees to drive THROUGH the RHP Resort. In the event of an emergency, our operators are required to respond to alarms within 30 minutes.
- RHGID has a 10" water main that runs east-west across Hwy 50 and adjacent to the current entrance. An 8" main "tees" off of that line and runs north along Hwy 50.
- Along the upper portion of the current road, RHGID maintains a pressure reducing valve near the gate on the 8" main.
- Along the portion of road past the entrance gate, RHGID maintains a fire hydrant, a 10" backflow prevention device, and an intertie that allows us to provide water to the community of Elk Point Country Club in case of fire.



P.O. Box 976, Zephyr Cove, NV 89448

Andrew Hickman
District Manager

- RHGID operators plow snow on this road during the winter months to maintain access to all of these appurtenances. RHP Beach Resort is only open during the summer months. If we were only allowed entry through the resort, we would have to remove snow from a much longer and more complex access area. This also increases the chance of damage to their curbs, parking lot, etc.
- The RHGID water treatment facilities have been in place for more than 25 years, and water and sewer mains for much longer than that.

With these points in mind, I urge you to NOT consider removing the existing access point to Round Hill Pines Beach. Leave it as-is and allow RHGID to continue to use it. RHGID will keep the gate locked at all times and would be willing to erect signage stating "NO BEACH ACCESS" or similar.

I welcome any and all discussion. I am also willing to meet on site to provide locations of all items.

Thank you for your consideration.

Sincerely,

Andrew Hickman
District Manager