

**MINUTES OF THE SPECIAL MEETING OF THE
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES
TUESDAY, MARCH 31, 2009**

CALL TO ORDER – The meeting was called to order at the Kingsbury GID office located at 160 Pineridge Dr., Stateline, Nevada at 6:00 p.m. by Chairperson Schussel who led the pledge to the flag.

ROLL CALL – Present were Trustees Hayes, Barratt, Treanor, Peck and Schussel. Also present was General Manager Cameron McKay, Business & Contracts Manager Michelle Runtzel and Operations Supervisor Eric Johnson. Present and for a portion of the meeting was Chris Stetler of JWA Consulting Engineers.

PUBLIC COMMENT – There was no public comment.

APPROVAL OF AGENDA

M-3/31/09-1 – Motion by Peck, seconded Treanor, and unanimously passed to approve the agenda as presented.

APPROVAL OF CONSENT CALENDAR –

CONSENT CALENDAR ITEMS BROUGHT FORWARD FOR DISCUSSION - Schussel requested Consent Calendar Item A be pulled, and questions whether a 20% contingency was normal on engineering contracts. In this case, because it is such a small contract 20% is reasonable. Typically we would use 15% in construction contracts.

M-3/31/09-2 – Motion by Hayes, seconded by Peck and unanimously passed to approve the Consent Calendar Item A, to authorize the Business & Contracts Manager to approve a purchase order to JWA Consulting Engineers, Inc. in accordance with their Proposal for Engineering Services for the 2009 Kingsbury Village Water Line Improvement Project, dated March 18, 2009, in the amount of \$22,300 and authorize the Business and Contracts Manager to approve changes not to exceed 20% or \$4,460.

UNFINISHED BUSINESS – There was no unfinished business.

NEW BUSINESS

REQUEST FOR APPROVAL TO PURCHASE A 6” COMPOUND METER TO REPLACE AN EXISTING WORN METER NOT REGISTERING PROPERLY – Runtzel provided the board with a quotation provided by National Meter and Automation, Inc. requested by Eric Johnson to replace a 6” compound water meter at DCSID that appears to not be registering properly. The actual age of this meter is unknown, however, Eric and Runtzel both believe it was likely original equipment installed possibly in the early 70’s. Meter reads were also provided for board review from 2006 through 2009 for the ¾” meter which is of concern.

The proposed replacement includes radio read capabilities and would be installed by staff if approved.

Johnson explained staff has worked on the meter a few times, and the age of the meter is at least 15 yrs old and likely much older. Schussel commented that the last couple of months reads are low. This is a fire rated meter with 3 actual meters, low, high and fire flows. Highly likely we are losing revenue due to this meter failure. There may be slippage in the meter. Treanor asked if we have a place in the budget for meter replacements. We budgeted for a 6” meter in this current year.

M-3/31/09-3 – Motion by Treanor, seconded Peck, and unanimously passed to authorize the Business and Contracts Manager to issue a purchase order to acquire a new 6” compound meter to replace an existing worn meter at DCSID that is not registering property in an amount not to exceed \$11,000.

RETIREMENT PARTY AUTHORIZATION FOR 25-YEAR DISTRICT EMPLOYEE –

Water operator, Virgil Schrauben, who has worked for the district since 1984 plans to retire this summer. A formal date for retirement has not be given at this point but it’s anticipated to be somewhere between June and August. The BCM would like to organize a retirement party for him similar to Art Webb or Candi Rohr’s parties at a location to be determined, possibly at the Roundhill Pines again. It is requested that the board provide a not to exceed amount of \$3,500 similar to Art and Candi’s so that we can begin to plan the big bash. This amount should be sufficient to obtain a DJ, food, and secure the location as well as provide a retirement gift.

Runtzel explained that Schrauben has been with the district since 1984 and plans to retire this year. We would like to do something similar to Art & Candi's retirement parties. Barratt comments he can't support this item, which will make him very unpopular. He works for a public agency and when people in his office retire after 30 years, they get nothing. Employees pitch in to buy the person lunch. He would be willing to talk about a lesser amount, especially in this economy, the amount requested is equivalent to 25-30 customers monthly bill. He realizes this has been done in the past but it makes him very uncomfortable. Treanor asks how many people are close to retirement and Runtzel replied Schrauben is the last one. Next would be Johnson and Runtzel who have probably 15 years left to go. Schussel comments he is one of the most supportive of employees but is concerned with public perception. Schussel believes that in this economy, parties are usually set up where people who attend pay for their plate. He is also concerned that people will think KGID is wasting customer funding. Barratt agrees that after 25 years of service, Schrauben probably deserves more than what we're asking, however, he is still uncomfortable.

Runtzel explained that there might be ways to cut costs. In the past some of the budget went for a DJ, some for the food and room fee, and some for a gift. She urges the board to leave this on the table as in the past 3 years we had two retirement parties. Barratt says the number in his mind is to spend \$500, but he defers to fellow trustees. He wants to treat people who have been here such a long time equitably to encourage longevity, but at the same time he's concerned with the costs.

Hayes understands what Barratt is saying. Virgil is like the institution of KGID. Hayes thinks he's a special guy and can see making a cut here. Possibly after this retirement the board can consider not entertaining retirement parties. Treanor agrees, but notes this is also for district employees. When you consider the overall KGID budget, you may be able to cut the DJ, but she is not in favor of further cuts. Christmas parties have not been done for several years, so the District has made cuts. This is an opportunity for the Trustees to mingle with staff, and Treanor really does not want to cut it for Virgil. After his retirement, we could make policy not to have parties. Treanor believes that spending only \$500 would be very insulting to staff. Hayes thinks that the retirement parties have brought people together. We don't have any other functions; other companies have summer picnics etc. Runtzel reminded Barratt that one of the things he brought to her attention last month was a suggestion to have summer picnics to bring staff and the board together. Barratt reminds the board that we are not a private company, we are a public entity. Peck works in the private industry and comments this is done all the time.

Runtzel explains that the main reason we've held these parties at the Roundhill Pines was because they were so reasonable. This is not a tablecloth dinner and the district didn't pay for alcohol. It's a great place to get together. Treanor appreciated the DJ service as people could get up and speak. Runtzel recalls the DJ costs being between \$500-\$600. McKay believes we need to provide a party, especially for moral of the staff.

Barratt wants to make clear that his perception is coming from his own workplace and has nothing to do whatsoever with Virgil. Runtzel offers to the board that if they are not comfortable with the \$3,500 requested in the recommended action, certainly a board member could make a motion for a lesser amount. Staff will deal with it, come up with funding, cut costs, fundraise or whatever. This is a delicate situation and very touchy. Treanor will not be able to attend the April board meeting and she has a firm feeling on this item.

M-3/31/09-4 – Motion by Treanor, seconded Peck, and unanimously passed to authorize the Business and Contracts Manager to expend a not to exceed amount of \$2,500 to host a retirement party for Virgil Schrauben early this summer at a place to be determined.

Schussel is trying to figure out if there is anything we can do so as not to put Barratt in a bad position. Runtzel offered to still try to do the best she can to cut costs. Hayes and Treanor feel strongly that after 25 years of service, it should be rewarded. Runtzel thanked the board and understands this was a difficult decision.

BUDGET WORKSHOP AND APPROVAL OF A TENTATIVE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2009 – Garon and Runtzel prepared the Tentative Budget, and met with Johnson and McKay for additional input. Garon did an excellent job on the budget worksheets. Revenues are not negatively impacted by the current economic conditions. In fact, penalties on user fees revenues have increased due to the increase in account receivable balances. Cash flows are slightly impacted by the current conditions. Hayes explained to Barratt and Peck each of the funds and functions. Runtzel went through each of the budget worksheets in detail with the board and she and staff answered any questions of the board.

M-3/31/09-5 – Motion by Hayes, seconded by Treanor and passed to adopt a tentative fiscal year 2009/2010 as proposed.

BOARD REPORTS – There were no board reports.

STAFF REPORTS – There were no written staff reports.

ATTORNEY’S REPORT – Brooke provided a “Verified Complaint in Eminent Domain” filed on March 19, 2009 against Whitebark Homeowner’s Association, Inc.

CORRESPONDENCE - The following correspondence was received during the month, 1) Virginia Toy letter regarding monthly charges for service while service is off and the BCM response, and 2) Mark & Lin Manning letter regarding rate increases and BCM response.

ADJOURNMENT

M-3/31/09-6 – Motion by Treanor, seconded by Peck and unanimous approval the meeting was adjourned at 8:07 p.m.

Respectfully submitted,

Larry Schussel - Chairman

Attest:

Carolyn Treanor, Secretary