

**BOARD OF TRUSTEES
SOUTH TRUCKEE MEADOWS GENERAL IMPROVEMENT DISTRICT
WASHOE COUNTY, NEVADA**

TUESDAY

11:00 A.M.

JULY 10, 2012

PRESENT:

Robert Larkin, Chairman
Bonnie Weber, Vice Chairperson
John Breternitz, Trustee
Kitty Jung, Trustee
David Humke, Trustee

Amy Harvey, County Clerk
Katy Simon, County Manager
David Creekman, Legal Counsel
Dwayne Smith, Acting Sr. Licensed Engineer

The Board convened at 11:01 a.m. in regular session in the Commission Chambers of the Washoe County Administration Complex, 1001 East Ninth Street, Reno, Nevada, and conducted the following business:

12-19STM AGENDA ITEM 2

Agenda Subject: “Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the STMGID Board of Trustees agenda. The Trustees will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the Trustees as a whole.”

There was no response to the call for public comment.

12-20STM AGENDA ITEM 3

Agenda Subject: “Approve minutes for the Board of Trustees regular meeting of June 12, 2012 and June 26, 2012.”

There was no public comment on this item.

On motion by Trustee Humke, seconded by Trustee Jung, which motion duly carried, it was ordered that Agenda Item 3 be approved.

12-21STM AGENDA ITEM 4

Agenda Subject: “Status report on the analysis and development of a feasibility plan related to possible establishment of the STMGID as an independent water utility, which plan shall be presented to the Board of Trustees no later than November 13, 2012.”

Steve Cohen, Local Managing Board (LMB) Chairman, updated the Board on the recent activities in developing a Feasibility Plan. In order to put a plan together by November, he said many components were needed such as hiring independent consultants for engineering, financial analysis, operations and communications.

Trustee Humke inquired on the recent scheduling for LMB meetings. Chairman Cohen indicated that the LMB had met on July 9, 2012 to discuss what would be presented to the Trustees during this meeting. He explained that a schedule of meetings would be established after a Project Manager was hired. Trustee Humke asked if the need for meetings would decrease after a Project Manager was hired. If needed, Chairman Cohen believed that the LMB would meet, but reiterated that a schedule had not yet been determined.

Trustee Humke said a government relations firm or person was suggested and asked if the LMB felt a statute change was needed to enact some of the changes in standing up a separate utility. Chairman Cohen responded that the LMB had contracted with a lobbyist and, per their advice, it was important to begin the process in speaking to legislators. In order to remove the Board as Trustees and make the LMB the Trustees, he said legislative action would be needed. Trustee Humke asked if the existing contract for the lobbyist would need to be supplemented with further funding based on additional duties for government relations. Chairman Cohen was unsure if that would be needed.

Chairman Larkin said there had been some concern about moving forward with a professional agreement if the schedule was not in place. He asked how the LMB felt about the schedule and if the professional agreement could move forward. Chairman Cohen believed that a government relations firm would be chosen and under contract in a few days.

There was no action taken or public comment on this item.

12-22STM AGENDA ITEM 5

Agenda Subject: “Discussion and possible direction to the Washoe County Purchasing Manager granting the authority to enter into professional service contracts in individual amounts not to exceed \$100,000.00, including contracts for project management, engineering, communications and financial services for the purpose of analysis and development of a feasibility plan to possibly establish the STMGID as an independent water utility.”

Dwayne Smith, Acting Sr. Licensed Engineer, explained that the typical process was to develop a scope of services to bring to the Trustees for signature. However, it was being requested to direct the Purchasing Manager to sign the contracts for the scope of services. Mr. Smith commented that the initial budget did not include this type of work, but after the consultants were under contract, a single budget augmentation would be submitted.

Chairman Larkin asked if this \$100,000 was consistent with the County Commissioner's policy. Mr. Smith confirmed that to be true.

Steve Cohen, Local Managing Board (LMB) Chairman, commented that the budget was similar to last year and he did not anticipate going over budget.

Trustee Breternitz inquired on the overall total amount that would be requested. He was concerned that the Purchasing Manager may not be aware of the LMB's finances, and he asked if the total amount would be \$500,000 or more and where that fit within the available resources. Chairman Cohen commented that he was concerned about spending money and the cost of the contracts. He stated it was the LMB's responsibility to their customers and it had been agreed upon to spend a little to accomplish the goal and felt the amount would not exceed \$200,000. Trustee Breternitz asked if it would be acceptable to place a \$250,000 cap on the contracts. Chairman Cohen stated that would be agreeable.

Mr. Smith remarked that \$100,000 would allow the ability to move forward without having to return to the Board of Trustees, but agreed there was a financial desire to maintain a reasonable amount for each of the scopes of services. He said it was important these services be fully performed and vetted.

There was no public comment on this item.

On motion by Trustee Breternitz, seconded by Trustee Humke, which motion duly carried, it was ordered that the Purchasing Manager be granted the authority to enter into professional service contracts in individual amounts not to exceed \$100,000.00, with a total consolidated cap of \$250,000 for the sum total of the approved professional contracts, including contracts for project management, engineering, communications and financial services for the purpose of analysis and development of a feasibility plan to possibly establish the STMGID as an independent water utility.

12-23STM AGENDA ITEM 6

Agenda Subject: "Approve and authorize the Chair to sign a professional services agreement with Rew Goodenow of Parsons, Behle and Latimer for legal services required to support the evaluation and development of a feasibility plan related to the possible establishment of the STMGID as an independent water utility, contract not to exceed \$20,000.00."

Dwayne Smith, Acting Sr. Licensed Engineer, said this was a new contract with Rew Goodenow for work related to the Feasibility Plan and the legal aspects

associated with that Plan, but not an augmentation to the existing contract, which was specific to a merger. He noted funding was still available in the original contract, but that contract would be shelved in the event there may be some other action required.

Trustee Humke asked how the rate of compensation compared to the earlier contract dedicated to the merger. Mr. Smith replied that the rate of compensation was the same amount.

There was no public comment on this item.

On motion by Trustee Humke, seconded by Trustee Jung, which motion duly carried, it was ordered that Agenda Item 6 be approved, authorized and executed.

12-24STM AGENDA ITEM 7

Agenda Subject: “Public Comment. Comment heard under this item will be limited to two minutes per person and may pertain to matters both on and off the STMGID Board of Trustees agenda. The Trustees will also hear public comment during individual action items, with comment limited to two minutes per person. Comments are to be made to the Trustees as a whole.”

There was no response to the call for public comment.

12-25STM AGENDA ITEM 8

Agenda Subject: “Trustees’/Staff’s, Announcements, Requests for Information, Topics for Future Agendas, Statements Relating to Items Not on the Agenda and any ideas and suggestions for greater efficiency, cost effectiveness and innovation in STMGID government. (No discussion among Trustees will take place on this item.) statements relating to items not on the agenda or issues for future agendas.”

There were no Board comments.

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11:23 a.m. There being no further business to come before the Board, on motion by Trustee Humke, seconded by Trustee Jung, which motion duly carried, the meeting was adjourned.

ROBERT M. LARKIN, Chairman
South Truckee Meadows General
Improvement District

ATTEST:

AMY HARVEY, County Clerk and
Ex-Officio Secretary, South Truckee
Meadows General Improvement District

*Minutes Prepared by:
Stacy Gonzales, Deputy County Clerk*