



Sun Valley G.I.D. Board Meeting Minutes of August 12, 2010

Board Members Present:

Patricia Lancaster	Chairperson
John Jackson, Sr.	Vice-Chair
Margaret Reinhardt	Secretary
Linda Woodland	Treasurer
Robert Fink	Trustee

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Field Supervisor
Jennifer Merritt	SVGID, Staff
Stewart White	SVGID, Legal

Others Present:

Susan Severt	Audience
Jim Ainsworth	Audience
Jerry Payne	Audience
Tom Noblett	Audience
Brenda Hess	Audience
Marge Cutler	Audience
Warren Brighton	Audience
Charlotte Stafford	Sun Valley Landowners Association
Libby Clark	Sun Valley Landowners Association

The meeting of the Sun Valley GID was called to order by Chairperson Patricia Lancaster at 6:05 p.m. in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd, Sun Valley, NV.

Item#1. Approval of Agenda.

John Jackson, Sr. made a motion to approve the agenda. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#2. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

Item#3. Public comments for items not on the agenda.

None

Item#4. Discussion and motion to approve payable from August 12, 2010.

Treasurer Linda Woodland gave a brief report of the accounts payable for August 12, 2010.

Linda Woodland made a motion to approve the accounts payable for August 12, 2010 in the total amount of \$235,493.90 dollars. Robert Fink seconded the motion. The motion carried unanimously.

Linda Woodland made a motion to approve the customer refunds for August 12, 2010 in the total amount of \$1,310.33 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes from July 22, 2010.

Robert Fink made a motion to approve the minutes from July 22, 2010 with the following correction; page 2 item 7 change "reorganization" to "recognition". John Jackson, Sr. seconded the motion. The motion carried by the following:

*Yeas: Robert Fink, Margaret Reinhardt, John Jackson, Sr., Patricia Lancaster
Abstain: Linda Woodland (absent from meeting)*

Item#6. Discussion and motion to approve Sun Valley GID participation with the Sun Valley Elementary School Resource Night.

Darrin Price reported the District has been invited to participate in the Sun Valley Elementary Resource Night and Ice Cream Social that is schedule for September 14, 2010. The District has participated with this event the past several years. Staff hands out information on water conservation and answer questions related to the water and wastewater industry. There is no cost to participate other than staffs' time.

Linda Woodland made a motion to approve the District participation with Sun Valley Elementary Resource Night. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#7. Discussion and motion regarding advertising at the Sun Valley Parks.

Darrin Price reported some of the District board members suggested allowing companies the opportunity to advertise at the baseball fields in Sun Valley. Darrin researched Washoe County and the City of Sparks advertising policy and procedures. The City of Sparks contracts out their advertising to a local advertising company. They offer different levels of advertising options including; Fence signs, Scoreboard, Lamp post advertising, and Field naming rights. A fence sign is typically a 9 x 3 vinyl sign and it is offered for \$40.00 per month or \$480.00 for a year.

The District currently has one ball park available for advertising located at the Sun Valley Community Park. Next year the District takes ownership of Gepford Park that has multiple ball fields that could be used for advertising. Darrin recommends doing something similar as the City of Sparks and contracting out to a local advertising company to make the signs and have the District approve each advertising request in addition to approving the logo's and graphics. The following guidelines were recommend for consideration; User must receive approval from the District Trustees prior to posting advertisement, all signs must not interfere with the irrigation systems, advertising cannot be offensive or political in nature, and all signage must be prepared

by a professional sign company. All sign positions are on a first-come-first-serve basis. The last recommendation would be for no refunds.

After some discussion Margaret Reinhardt made a motion to approve accepting advertisement on a 12 month basis, with no refunds, for \$400.00 or \$40.00 per month, all signs must receive prior approval from the District Board. Robert Fink seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve the following Recreation items:

Darrin Price commented staff has prepared various policies and procedures, agreements and applications to be used for reservations for the Sun Valley Neighborhood Center and other park facilities. Stewart White has reviewed all of the documents and provided corrections and comments.

A. Fees and Charges Policies and Procedures

Darrin reported the Fees and Charges Policies and Procedures explains the different levels of service, policy guidelines, deposits and refunds, and the cancellation policy. It also explains what the District's responsibilities are and the User's responsibilities are.

Patricia Lancaster inquired about the responsibilities giving the General Manager the authority to waive, reduce, or alter fees for services for promotional purposes.

Stewart White commented all of these procedures, agreements, and applications are modeled off of other entities.

Darrin commented he would not establish any fees. The purpose of giving the General Manager authority to waive, reduce, or alter fees is in the event something comes up in between board members for promotional events.

John Jackson, Sr. commented during a meeting with Washoe County Parks Department, County staff reported they no longer waive any fees for organizations. The County has a separate account that can be used to help pay for associated fees to help out an organization to hold events.

Stewart commented most organizations are charitable, but the District should only consider modifying any kind of fee as long as the event benefits the Sun Valley District and/or Sun Valley Community.

After some discussion Robert Fink made a motion to approve the Fees and Charges Policies and Procedures. Linda Woodland seconded the motion. The motion carried unanimously.

B. Facility Reservations Policies and Procedures.

The purpose of the Facility Reservation Policies and Procedures is to standardize procedures and maximize efficiency with the reservation process. The procedures spell-out what the District staff is responsible for and what the user is responsible for.

Linda Woodland requested the time limit for cancellation deadlines from the Fees and Charges Policies and Procedures also be included in the Facility Reservation Policies and Procedures.

Darrin commented District staff is suggesting the use of alcohol be permitted during adult occasions, but not for youth parties such as, teen dances, teen birthday parties, or baptisms. Most reservation inquiries have been turned down because of District staff denying the request for the use of alcohol. To help monitor crowds, the District is requiring professional security services, hired by the user, for all events that go past 6 pm and/or events that have more than 100 attendees.

Both Margaret Reinhardt and Linda Woodland suggested security services be required for events that have 75 or more attendees.

Robert Fink commented he does not think the permission of alcohol should be a condition to rent the Sun Valley neighborhood Center.

After some discussion Linda Woodland made a motion to approve Facility Reservations Policies and Procedures with the corrections noted in the discussion. Margaret Reinhardt seconded the motion. The motion carried by the following:

*Yea: Linda Woodland, Margaret Reinhardt, Patricia Lancaster
Nay: John Jackson, Sr., Robert Fink.*

C. Portable Amusement Structures Policies and Procedures

The Portable Amusement Structures Policies and Procedures will assist District staff in determining under what circumstance portable amusement structures would be acceptable. Portable amusement structures include bounce houses, jousting, slides, obstacle courses, rock climbing walls, and etc. Staff is requesting that dunk tanks, slip-n-slides, and any other water related structures should not be allowed. The purpose of excluding these structures is because of possible damage to landscaping, excess water use, and possible injuries.

After some discussion Robert Fink made a motion to approve the Portable Amusement Structure Policies and Procedures as submitted. Linda Woodland seconded the motion. The motion carried unanimously.

D. Application for Neighborhood Center, Field Use for Leagues, and Non-Athletics

The Neighborhood Center, Field Use for Leagues, and the Non-Athletic Field Use application are to be filled out by users for reservation purposes. The applications request information such as contact names, dates and times, and purpose for reservations. They also include information for the user on other items they have to provide such as insurance, hold harmless, deposit agreement, and Use Requirement Agreement.

Linda Woodland made a motion to approve all three applications as submitted. Margaret Reinhardt seconded the motion. The motion carried unanimously.

After approval of amendments to the Sun Valley General Improve District Fee Schedule, John Jackson, Sr. made a motion to approve changing the Facility Use Fee from \$75.00 per hour to \$50.00 per hour. Linda Woodland seconded the motion. The motion carried unanimously.

E. Facility Rental Deposit Agreement

The Facility Rental Deposit Agreement discusses what the deposit will be used towards if needed such as, cleaning, damages, failing to follow the Reservation and Cancellation Policy.

Robert Fink made a motion to approve the Facility Rental Deposit Agreement as submitted. John Jackson, Sr. seconded the motion. The motion carried unanimously.

F. Sun Valley Neighborhood Center Rental Use Requirements Agreement

The Neighborhood Center Rental Use Requirements Agreement lists what is acceptable and what is not acceptable for use. Staff has been showing the Neighborhood Center to potential users, but when staff tells them there is no alcohol allowed they turn away. Staff researched other organizations who rent halls and the majority of them permit alcoholic beverages for adult reservations only. Staff suggests that the District permit alcoholic beverages but not for any youth events or any part of the athletic facilities.

After some discussion Linda Woodland made a motion to approve the Sun Valley Neighborhood Center Rental Use Requirements Agreement as submitted. Margaret Reinhardt seconded the motion. The motion carried by the following:

Yeas: Linda Woodland, Margaret Reinhardt, Patricia Lancaster

Nays: Robert Fink, John Jackson, Sr.

G. Field Deposit Agreement

The Field Rental Deposit Agreement discusses what the deposit will be used towards if needed such as, cleaning, damages to turf or structures, field violations, and failing to follow the Reservation and Cancellation Policy.

Linda Woodland made a motion to approve the Field Deposit Agreement as submitted. Robert Fink seconded the motion. The motion carried unanimously.

H. Athletic Field Use Requirement Agreement

The Athletic Field Use Requirements Agreements lists what is acceptable and what is not acceptable for use. It is very similar to the Neighborhood Center Use Requirement Agreement except that no alcoholic beverages will be allowed on the premises of an athletic facility.

Linda Woodland made a motion to approve the Athletic Field Use Requirement Agreement as submitted. John Jackson, Sr. seconded the motion. The motion carried unanimously.

I. Facility Hold Harmless Agreement

The Facility Hold Harmless Agreement would hold the District and its office members harmless from any claims by any person resulting from use of District facilities.

Linda Woodland made a motion to approve the Facility Hold Harmless Agreement as submitted. John Jackson, Sr. seconded the motion. The motion carried unanimously.

J. Revised Recreation Fee Schedule.

The Fee Schedule has been revised to include the Party Picnic Area located at the Pool for rent in the amount of \$50.00 dollars. Also Staff is recommending lowering the Facility Use Fee for the Neighborhood Center from \$75.00 per hour to \$50.00 per hour.

Linda Woodland made a motion to approve the revised Recreation Fee Schedule. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#9. Discussion and possible motion regarding Sun Valley Landowners Building.

Darrin Price reported there have been rumors of the District wanting to take over the Sun Valley Landowners Association building, this is not true. The District has always been a partner with the Sun Valley Landowner Association, and would like to continue its partnership in the future.

Libby Clark with the Sun Valley Landowner's Association reported the Association was formed in 1948 on land that was donated by the Gepford family. The building is available for rent for special occasions and it is also offered at an affordable rate for organizations to hold their weekly and/or monthly meetings. The Board of Directors of the Sun Valley Landowners Association has no interest in selling the Association. They don't think the District should have requested an agenda item for discussion regarding the Association and should have never even been considered based on a disgruntled past member. If the Association ever desires assistance from the District, the District will receive a formal written request.

Margaret Reinhardt inquired if the District could take it over even without the request of the Sun Valley Landowners Association.

Stewart White reported the District has no desire to take over the Association or its property. The District could take it over through eminent domain, but the District would have to show a public purpose for a takeover.

After some discussion the District Trustees and staff thanked Libby Clark for coming to the meeting and giving a report on the Sun Valley Landowners Association status.

Item#10. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported on the following:

- Legislative Oversight Committee meeting was canceled and rescheduled for August 19, 2010 at 10 am.

- Western Regional Water Commission August meeting has been canceled.

Item#11. Financial report by Bill Short.

None

Item#12. Legal report by Stewart White.

Stewart White reported he received a signed Deed and Gifting Agreement for the Ladera parcel. He also reported he sent a notice of intention to take default on Skip Roggenbihl and Truckee Meadows Water Resources regarding the bad water rights.

Item#13. Field report by Jon Combs.

Jon Combs reported on the following:

- He recently attended a meeting with the contractors, Interstate Plumbing, regarding the pool improvements. They will be testing the boilers next week.
- The pool will be open for senior swimming.
- Majority of the lifeguards will be going back to school, so the pool is expected to close at the end of August.
- Field staff finished the installation of the FlexNet meters for Cycle 2.
- Field staff is almost finished flushing sewer mains.

Item#14. Managers report by Darrin Price.

Darrin Price reported on the following:

- Management received a letter from a customer complimenting the Aquatic Supervisor.
- Commissioner Weber has been invited to the District's next meeting to give an update on the proposed ballot question regarding consolidation of services between Washoe County and the City of Reno.
- There will be a presentation to the Western Regional Water Commission regarding the consolidation of Truckee Meadows Water Authority and Washoe County Department of Water Resources.
- The Teen Pool Party is scheduled for August 20, 2010 from 5 pm until 8 pm.

Item#15. Public Comments.

Tom Noblett presented Patricia Lancaster with a rose bush for all of her work and dedication to the District and the Sun Valley community.

Item#16. Board Comments.

Robert Fink reported Norma Fink's Celebration of Life is August 15, 2010 at 2pm.

Item#17. Future Agenda Items.

Susan Severt requested an agenda item for consideration to rename the Sun Valley Pool after Norma Fink.

Item#18. Adjournment.

Linda Woodland made a motion to adjourn at 8:05 pm. Robert Fink seconded the motion. The motion carried unanimously.