



**Sun Valley General Improvement District
Board Meeting Minutes of
August 25, 2016**

Board Members Present:

Sandra Ainsworth	Chair
Susan Severt	Vice Chair
Margaret Reinhardt	Secretary
Garth Elliott	Treasurer
Joseph Barstow	Trustee

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Public Works Director
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Michael Rider	Audience
Glenda Walls	Audience
Nancy Eklof	Nancy Eklof Public Relations
Sheriff Allen	Washoe County Sheriff's Office
Major McAfee	Nevada Highway Patrol

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:03 pm in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd., Sun Valley, NV.

Item# 1. Roll call and determination of a quorum.

Board members present; Chairperson Ainsworth, Vice Chair Severt, Secretary Reinhardt, Treasurer Elliott, and Trustee Barstow. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Darrin Price

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

None

Item# 4. Motion to approve the agenda.

Vice Chair Severt made a motion to approve the agenda. Secretary Reinhardt seconded the motion. The motion carried unanimously.

Item# 5. Certify posting of the agenda.

Jennifer Merritt certified posting of the agenda.

Item# 6. Trustee/Manager's announcements, request for information, and statements relating to items not on the agenda.

None

Item# 7. Discussion and motion to approve accounts payable and customer refunds for August 25, 2016.

Treasurer Elliott gave a brief report of the accounts payable for August 25, 2016.

Treasurer Elliott made a motion to approve the accounts payable for August 25, 2016 in the total amount of \$586,216.35. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.

Treasurer Elliott gave a brief report of the customer refunds for August 25, 2016.

Treasurer Elliott made a motion to approve the customer refunds for August 25, 2016 in the total amount of \$893.57. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and motion to approve board minutes of August 11, 2016.

Vice Chair Severt made a motion to approve the board minutes of August 11, 2016 as submitted. Treasurer Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Adoption of Proclamation in Support of Law Enforcement with presentation to Washoe County Sheriff Office and Nevada Highway Patrol.

Mr. Price read into the record the Proclamation in Support of Law Enforcement. The District appreciates and honors all law enforcement professionals for their diligent efforts, time and hard work in all communities including Sun Valley.

Chairperson Ainsworth presented Appreciation Awards to both Sheriff Allen with Washoe County Sheriff's Office and Major McAfee with Nevada Highway Patrol on behalf of the District for their public service to the citizens of Sun Valley.

Secretary Reinhardt made a motion to adopt Proclamation in support of all law enforcement in the community of Sun Valley. Trustee Barstow seconded the motion. After discussion the motion carried unanimously.

Sheriff Allen stated it is an honor and privilege to serve as the Washoe County Sheriff. The Sun Valley community should be proud of the dedication, commitment, talent, passion, and the energy of all the law enforcement. The men and women at the Washoe County Sheriff's Office are proud and privileged to serve. He also stated it is not uncommon that the federal partner's FBI, IRS, ATF and Secrete Service, who are sometimes stationed within Washoe County, often get transferred or promoted. Before departing our community they all claim that they have worked all over and have never seen the calibration and communication

between the various local and regional law enforcement partners in Washoe County. He thanked the District for the recognition of the Washoe County Sheriff's Office.

Major McAfee concurred with Sheriff Allen's statement. He believes one of the reasons why the local and regional law enforcement agencies have such a strong bond is because majority of the officers were raised in the Truckee Meadows area. He stated he enjoys serving Northern Nevada both as law enforcement officer and a community member because of the strong bonds between the state, county, and local agencies. Nevada Highway Patrol is supportive of Washoe County Sheriff's Office in their efforts to police the citizens and the Nevada Highway Patrol is also supportive of the Sun Valley community. He stated Nevada Highway Patrol tries to provide as many resources as possible to Sun Valley for the safety of both drivers and pedestrians. He thanked the District for the recognition of the Nevada Highway Patrol.

There were no public comments.

Item# 10. Review of the draft fall PipeLine with possible direction to staff.

Nancy Eklof provided a copy of the draft fall PipeLine for review. She stated she would like to add an article regarding the recent recognition to the local law enforcement to the newsletter.

Discussion ensued regarding some of the content and some minor edits to be made.

Secretary Reinhardt made a motion to approve the draft articles with edits as discussed and include an article regarding the District's support of local law enforcement. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Discussion and direction to staff on proposed Electronic and/or Non-Electronic Message Display Marquee.

Mr. Price gave a brief update regarding the progress for an electronic and/or non-electronic message display marquee. He stated he continues to work with Washoe County Planning regarding a Administrative Use Permit for a new marquee sign and proposed locations. He stated he was informed by Washoe County based on the way the initial application for an Administrative Use Permit was submitted to the County, the County is going to deny the District's application. He stated the next step would be for the District to appeal to Washoe County Commissioners.

Treasurer Elliott stated he has been communicating with several of the Washoe County Commissioners regarding the District's request for an Administrative Use Permit for a new electronic messaging display marquee. He stated while talking with the Commissioners regarding the restrictions of the Washoe County Sign Code, it appears that some of the Commissioners were surprised of some of the restrictions regarding the Washoe County Sign Code. Treasurer Elliott stated he believes an electronic message display marquee would be very valuable to the community and is not in favor of a static display marquee unless it has some kind of lighting.

Vice Chair Severt inquired about the other proposed site located towards 7th Avenue and inquired if the Board would like to discuss the expenses associated with the preparation of the new site for an electronic message display marquee.

Secretary made a motion to direct staff to investigate expenses associated with installing an electronic message display marquee near 7th Avenue and Sun Valley Boulevard. Vice Chair Severt seconded. The motion carried unanimously.

There were no public comments.

Item# 12. Discussion and possible action to amend the District's Personnel Policy 4, "overtime" specifically section 4.5.1 "Non-Exempt Employees" regarding Compensatory Time.

Mr. Price reported the District's Personnel Manual Policy 4, section 4.5.1 currently allows employees in lieu of overtime to receive compensatory time. Compensatory time is earned at the rate of one and one-half hours for each overtime hour worked. He stated the policy allows employees to carry a maximum of 80 hours or less of unused compensatory time into the following fiscal years. When this occurs the rate at which the compensatory time was originally earned is subject to a raise at the end of the fiscal year if compensation is increased. Mr. Price requested for consideration that all accumulated compensatory time be cashed out prior to the last pay period of the fiscal year which the compensatory was earned. This will allow the employee the opportunity to still use their compensatory time as originally requested, but the compensatory time would be cashed out prior to potential raises in the future.

Discussion ensued regarding the District's sick and vacation time and any impacts to the employees by cashing out any compensatory time.

After further discussion Secretary Reinhardt made a motion to approve staff's request to amend the District's Personnel Policy 4, Overtime section 4.5.1 regarding non-exempt employees' compensatory time as presented. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Discussion and action to approve proposal for tank diving inspection/cleaning services.

Mr. Combs reported staff is requesting permission to have four of the District's water storage tanks cleaned and inspected. He stated the last time the tanks were cleaned and inspected was in 2011. The American Water Works Association recommends tanks being cleaned and inspected every three to five years. Staff is recommending approval of Inland Potable Services Inc., for the total amount of \$8,495.00.

Discussion ensued regarding the tank cleaning process and qualified companies that provide tank cleaning services.

After further discussion Treasurer Elliott made a motion to approve staffs request to approve Inland Potable Services Inc. proposal for \$8,495.00 tank cleaning services for four water storage tanks. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Discussion and action to approve purchase of utility truck.

Mr. Combs reported staff is requesting approval to purchase another utility truck to replace an existing 2002 truck. This truck is in need of major repairs to the motor and transmission and the cost for repairs will be thousands of dollars. He reported the approved 2016/2017 District budget originally had funds budgeted for the replacement of one utility truck and one one ton truck. After consulting with field staff, they would rather have a new utility truck and postpone the purchase of the one ton truck since the need of a utility truck is greater than the one ton truck.

Mr. Combs provided two quotes for a utility truck one from Chevrolet and one from GMC. He stated staff is recommending a not to exceed amount of \$40,000.00 dollars. The quotes different in cost by \$1,000.00 and that is because Chevrolet does not have a truck in stock, they would have to order it. GMC currently has a truck similar to the truck that the District just purchased in stock.

After further discussion Vice Chair Severt made a motion to approve Mr. Comb's request as presented to purchase a new utility truck in place on a one ton truck with a not to exceed amount of \$40,000.00. Secretary Reinhardt seconded the motion. After further discussion the motion carried unanimously.

There were no public comments.

Item# 15. Legal report by Maddy Shipman.

None

Item# 16. Field report by Jon Combs.

Mr. Combs reported on the following items;

- The District is working closely with the contractors performing improvements on Sun Valley Boulevard.

Item# 17. Manager's report by Darrin Price.

Mr. Price reported on the following items;

- He reported he was contacted by Washoe County School District regarding the District's vacant property located on West 7th Avenue for a potential Middle School. He advised the School District of the other location near Debusy and Highland Ranch that was original reserved for a Middle School. He will continue to work with Washoe County School District because there is a great need for a Middle School.
- The District has received interest in the Ladera Ranch and Sun Mesa Developments. Staff is working directly with potential developers in hopes to get these projects started. He stated the Sun Mesa Development requires a sewer upgrade and there maybe a potential request by the developers to start construction on Phase 3 prior to the sewer upgrade.
- He spoke with the Lieutenant for the Naval Reserves Volunteers regarding distribution of the Graffiti Waiver throughout Sun Valley. He also reported staff reached out to the local elementary schools and they no longer offer Parent Teacher Associations. He requested Ms. Merritt to give a brief update regarding using the schools to distribute printed materials.

Ms. Merritt reported she spoke with Washoe County School District's communication department regarding the distribution of the Washoe County Graffiti Removal Waiver. The School District stated that schools could be used as an outlet to distribute the waiver as long as the waiver included the required School District disclosure

statement.

- He reported he will be out of the office next week on vacation.

Item# 18. Public Comments.

None

Item# 19. Board Comments.

Chairperson Ainsworth reported she recently attended the Western Regional Water Commission as the District's Representative. One of the topics for discussion was potentially disbanding of the Western Regional Water Commission. She was pleased to report that the Western Regional Water Commission and Northern Nevada Water Planning Commission will not be disbanding. This is great news for the District because the District will keep its seats on both the Western Regional Water Commission and the Northern Nevada Water Planning Commission that the District fought hard for.

Treasurer Elliott reported the Sun Valley General Improvement District Trustees currently receive the maximum compensation set by the State Legislature. He spoke with several local legislators to help carry his request to increase the maximum compensation. However, the legislators are only granted a limited amount of Bill Draft Requests. The legislators would most likely have to add such request on to another Bill Draft Request. He would like to see if there is an appetite from other General Improvement District Trustees, if they are in favor of having the maximum compensation increased.

Vice Chair Severt reported on a recent article regarding the potential changes regarding well water customers. She suggested advising office staff of the situation in case they receive any calls asking for detailed information.

After the request from staff, the Board reopened agenda item 15, Legal Report by Maddy Shipman. Ms. Shipman briefly commented on the upcoming meeting by the State regarding well water customers. The State meeting that is scheduled for tomorrow is really the last meeting of an interim committee that has been reviewing well water customers throughout Nevada. The interim committee is reviewing new drilled well water customers and limiting certain wells in certain basins that are over appropriated. The two over appropriated basins are located in Nye County and Pahrump. There is also discussion regarding putting meters on well water customers.

Mr. Price reported the District currently has thirteen well customers and they are metered so the District can bill them for the appropriate amount of sewer usage.

Item# 20. Future Agenda Items.

Darrin Price reported the following items will be on the next agenda;

- Tariff Hearing
- Discussion regarding Trustee Compensation
- Discussion regarding Electronic Messaging Display

Item# 21. Adjournment.

Secretary Reinhardt made a motion to adjourn at 7:15 pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on September 08, 2016.

Minutes Prepared by:

Jennifer Merritt, Administrative Assistant