



# Sun Valley G.I.D. Board Meeting Minutes of December 11, 2014

## **Board Members Present:**

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

## **Board Members Not Present:**

Sandra Ainsworth	Chairperson
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## **Staff Present:**

Darrin Price	SVGID, General Manager
Mike Ariztia	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Carol Bratcher	SVGID, Accountant
Maddy Shipman	SVGID, Legal
Jennifer Merritt	SVGID, Staff

## **Others Present:**

Ramona Bouchard	Audience
Linda Elliott	Audience
Jerry Hodges	Audience
Austin Jones	Audience
Cera Jones	Audience
Gloria Kendall	Audience
Tom Noblett	Audience
Michael Rider	Audience
Glenda Walls	Audience
Travis Reed	Alpine Insurance
John Spears	Edward Jones Investments
Nicole Nichols	Nevada Humane Society
Kevin Ramirez	Sun Valley Boy Scout Troop 585
Bonnie Daily	Sun Valley Cal Ripken Baseball League
Susan Howe	University of Reno Cooperative Extension
Bert Bracy	Washoe County Code Enforcer

**The meeting of the Sun Valley GID was called to order by Vice Chairperson Elliott at 6:00 p.m. 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; Treasurer Barstow, Vice Chair Elliott, Secretary Reinhardt, Trustee Severt. A quorum was present.

### **Item#2. Pledge of Allegiance.**

Led by Secretary Reinhardt.

**Item#3. Motion to approve agenda.**

*Secretary Reinhardt made a motion to approve the agenda. Treasurer Barstow seconded the motion. The motion carried unanimously.*

**Item#4. Certify posting of agenda.**

Jennifer Merritt certified posting of agenda.

**Item#5. Public Comments for items not on the agenda.**

None

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

Vice Chair Elliott stated there was a joint meeting held with Washoe County, City of Reno, and City of Sparks to discuss the impacts of the Tesla development. He also attended the Washoe County Board of Commissioners meeting and they presented a lot of awards thanking groups and individuals for their service(s).

Darrin Price, General Manager announced the District's holiday schedule; December 24<sup>th</sup> the office will close at 1pm and will be closed on December 25, 2014 in honor of Christmas. The District will also be closed on January 1, 2015 in honor of New Year's. Mr. Price also reported Washoe County will be conducting a Public Oath for all newly elected officials on January 5, 2015 in the County Chambers.

**Item#7. Discussion and motion to approve accounts payable and customer refunds for November 26, 2014.**

Treasurer Barstow gave a brief report of the accounts payables for November 26, 2014.

*Secretary Reinhardt made a motion to approve the accounts payable for November 26, 2014 in the total amount of \$370,317.81. Trustee Severt seconded the motion. After discussion the motion carried unanimously.*

Treasurer Barstow gave a brief report of the customer refunds for November 26, 2014.

*Treasurer Barstow made a motion to approve the customer refunds for November 26, 2014 in the total amount of \$348.83. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item#8. Discussion and motion to approve accounts payable and customer refunds for December 11, 2014.**

Treasurer Barstow gave a brief report of the accounts payables for December 11, 2014.

*Treasurer Barstow made a motion to approve the accounts payable for December 11, 2014 in the total amount of \$237,350.85. Trustee Severt seconded the motion. After discussion the motion carried unanimously.*

Treasurer Barstow gave a brief report of the customer refunds for December 11, 2014.

*Treasurer Barstow made a motion to approve the customer refunds for December 11, 2014 in the total amount of \$990.19. Trustee Severt seconded the motion. The motion carried unanimously.*

**Item#9. Discussion and motion to approve minutes of November 13, 2014.**

*Trustee Severt made a motion to approve the minutes of November 13, 2014 with the following correction; page 5, agenda item# 10 remove the word "a" in the second paragraph. The motion carried unanimously.*

**Item#10. Presentation to photo contest winners.**

Vice Chair Elliott presented photo contest awards to Linda Elliott for 1<sup>st</sup> place, Jerry Hodges on behalf of Marilyn Hodges for 2<sup>nd</sup> place and Gloria Kendall on behalf of Gloria Revty for 3<sup>rd</sup> place. Mr. Elliott also gave honorable mentions to Austin Jones, Cera Jones, Jerry Hodges, Vicky Maltman, Elisabeth Chambers and George Flournoy Jr. as runner ups.

There were no public comments.

**Item#11. Discussion regarding the District Dumpster Program with possible direction to staff.**

Darrin Price, General Manager stated this item was requested by a District customer Mr. Noblett. Mr. Price stated Carol Bratcher oversees the Dumpster Program and requested Ms. Bratcher to give a brief overview of the program.

Carol Bratcher, Accountant gave a brief overview of the District's Dumpster Program. Ms. Bratcher stated the Dumpster Program was initiated by the District Board over ten years ago. The Board wanted to offer some kind of assistance to the Sun Valley community. The program started with the District assisting Washoe County Health Department with three dumpsters per month. Over time the cost to rent a dumpster increased and now the District is limited with the amount of dumpsters that can be provided. The District usually provides a dumpster to a property that has been issued a Nuisance Code Violation by a Washoe County Code Enforcer. Typically, the Code Enforcer Officer will issue a violation citation to the tenant and/or landowner of a property for having an abundance of trash and/or garbage on the property. The Code Enforcer then notifies Washoe County Health Department of the property, and then the Health Department would request a dumpster from the District. She stated the District does not provide dumpsters for any property outside the District Boundary because the program is supported by the Garbage Franchise Fees that the District receives from Waste Management.

Audience member Gloria Kendall commented on a property located on 4<sup>th</sup> Avenue and Carol Drive that has been cleaned up several times, but it continues to accumulate garbage, cars and other debris that she believes is an eye soar and a hazard. Ms. Kendall also commented on the drainage ditch located on the north side of 4<sup>th</sup> Avenue and inquired if there is a way to cover it so the children don't have to cross it when walking to and from school.

Mr. Price stated the District notifies Washoe County anytime staff sees an enforcement related issue. A lot of times enforcement related issues that the District reports, blends into the Dumpster Program. He stated the District tries to limit the number of dumpsters that are issued to any one property as well as monitor the total of dumpsters issued on a yearly basis due to budget purposes. He stated the program is a successful program.

Audience member Tom Noblett commented he does not think the District's current Dumpster Program is efficient. Mr. Noblett commented on the property located on the corner of 4<sup>th</sup> Avenue and Leon Drive that is adjacent to his property. He stated the property for the last eighteen years has been a mess, has over grown trees which are a potential fire hazard. He suggested the District to consider forming a subcommittee to review the existing District Dumpster Program and possibly come up with alternative solutions and implement safe guards so no one can abuse the program.

Trustee Severt inquired if all the dumpsters that are issued by the District are requested by Washoe County Health Department and/or Code Enforcement. Those two departments are responsible for enforcing the Health Code and Nuisance Code.

Ms. Bratcher responded, yes that is correct for the most part. She stated there are some occasions when a District customer will request directly from the District for dumpster assistance. Ms. Bratcher then will perform a field inspection of the subject property to see if a dumpster is truly needed.

Bert Bracy, Washoe County Code Enforcer thanked the District for providing dumpsters to help assist with cleaning up the community. Mr. Bracy reported the Sun Valley community is within his jurisdiction and when he first met with the District regarding the Dumpster Program he was shocked with the cost for one 30 yard dumpster. He stated when he is in the field and sees a property that is in need of a dumpster, he evaluates what kind of items are being stored at the property to assist with determining if they need assistance. He stated if it appears that a property is full of stuff being brought home from a place of business or construction site, then he would not offer a free dumpster. He wants to make sure that if the District is providing a dumpster, it is used for those individuals who truly need assistance. Mr. Bracy also stated as a Code Enforcer he sees improvements within the community and he also has some ideas to help improve the area more. He welcomes anyone's suggestions to help improve the community. He stated the Washoe County Code Enforcement is complaint driven, so if anyone would like a property to be looked at, they can call Mr. Bracy at 775-328-6191.

Vice Chair Elliott stated that Commissioner Jung would like to see Washoe County be more proactive regarding the Nuisance Code and would like to hire more Code Enforcer Officers.

Audience member Michael Rider suggested the District contact other community members and see if they are willing to assist with the cleanup of the community.

After further discussion Trustee Severt stated she does not think there is a problem with the District's existing Dumpster Program and suggested further discussion of the Dumpster Program in its entirety at a future meeting.

**Item#12. Presentation by Susan Howe with University of Nevada Cooperative Extension regarding Radon with motion to approve Radon Proclamation proclaiming January National Radon Action Month.**

Susan Howe, Program Director with University of Nevada Cooperative Extension regarding Radon thanked the Board for their consideration to proclaim January as National Radon Action Month. Ms. Howe reported Radon is a colorless, odorless, naturally occurring radioactive gas that is the leading cause of lung cancer among non-smokers. She stated testing for Radon in your home is the only way to know if a problem exists. University of Nevada Cooperative Extension is offering free test kits from December 1, 2014 through February 28, 2015 to all the residents in the State of Nevada. There are several presentations scheduled to educate individuals about Radon, those dates and locations are available on the Radon website [www.RadonNV.com](http://www.RadonNV.com).

There were no public comments.

*Treasure Barstow made a motion to adopt the Radon Proclamation and proclaim January 2015 National Radon Action Month. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item#13. Presentation by Boy Scout Troop 585 of bi-annual community service projects.**

Kevin Ramirez, Senior Patrol Leader for Boy Scout Troop 585 gave a brief presentation on the Bi-annual Community Service Projects the Troop has performed for the Sun Valley community. Mr. Ramirez stated the Sun Valley General Improvement District generously approved the Troop to use the Sun Valley Neighborhood Center as a meeting location. The Troop was approved to use the Center in exchange of in kind community service for the Sun Valley community. He reported the Troop organized and held a cleanup event at the Sun Valley Community Park on September 27, 2014. There were a total of 3 scouts and 3 adults that helped clean up the front parking lot, areas surrounding the pool and the Neighborhood Center. The Troop also participated with the District on November 8, 2014 with the Veterans Day Celebration and performed the flag ceremony. As of today, the Troop has provided 34 hours of community service for the use of the Neighborhood Center and still needs to perform 10 more hours for the 2014 calendar. He also reported this coming year the Troop would like to paint the area surrounding the gazebo at the Community Park where graffiti needs to be covered up. The Troop hopes their efforts will allow the community to enjoy the park free of garbage. Mr. Ramirez provided a picture presentation of the Troops community service projects.

There were no public comments.

The Board thanked Troop 585 for their efforts and look forward to continue its partnership with the Troop.

**Item#14. Presentation by Nevada Humane Society regarding Feral Cat Program with possible direction to staff.**

Nicole Nichols, Community Program Manager with the Nevada Humane Society gave a brief presentation regarding the Trap-Neuter-Return Program for feral cats. (Presentation attached).

Audience member Gloria Kendall inquired how many cats one person is allowed to have on a property.

Ms. Nichols responded feral cats are considered community cats and there is no true ownership of the cat, so there is no true number of how many are allowed on a property. The Nevada Humane Society is very interested in knowing where these properties are that have feral/community cats so they can properly spay or neuter them and possibly find homes for them.

Darrin Price, General Manager thanked Ms. Nichols for her presentation and advised the Board that staff will find ways to assist the Nevada Humane Society with their program even if it is allowing them the use of one of the parks.

Secretary Reinhardt inquired if the District could reproduce the Nevada Humane Society flyer and have it as a handout in the District's front lobby. Ms. Reinhardt thanked Ms. Nichols for her time and is very thankful for the program. The program has helped her with her cats and she shared the program with her surrounding neighbors.

Mr. Price responded and stated the District would not be able to reproduce the flyer and he would have to review the District's advertising policy to see if it meets the District's criteria for advertising.

Vice Chair Elliott stated he is thankful for 2 County Commissioners who saved the Trap-Neuter-Return Program this year after it was being considered to be abolished.

The Board thanked Ms. Nichols for her presentation.

**Item#15. Presentation by John Spears with Edward Jones regarding custody fee proposal with U.S. Bank for District Investments with possible motion to amend District financial objectives.**

John Spears, Financial Advisor with Edward Jones stated after his last presentation to the District Board regarding investment strategies, it was determined that Edward Jones can no longer be the custodian of the District's investments. Mr. Spears can still act as the District's Financial Advisor, but the investments will need to be held by a bank or a trust. The District has 3 options on how they can invest; investments can be done directly by the District through municipal bonds, invest in the long term government pool account, or invest to the District's best advantage based on the Nevada Revised Statutes; the third choice is what the District has been doing since he became the District's Financial Advisor. He stated after meeting with Mr. Price, Ms. Bratcher, Mr. Short, and Ms. Shipman regarding what would be the best interest for the District regarding its investments, it was determined to continue with the current practice with investments and change who is the custodian of the investments to meet the new law requirements. He investigated with various banks searching for the best yield on return for the District and at this time he recommends US Bank as the District's new custodian. US Bank will hold onto the actual fiscal CD's and when it is time to purchase a new CD they would be purchased through Delivery vs. Payment "DVP", it is a simultaneous transfer of assets when a CD is purchased to comply with the law. US Bank custodian fees are 10 basis points, 1/10 of 1% of the assets being held (as an example 1M would cost a thousand dollars annually).

Mr. Spears gave a brief recap of the District's current investments and investment strategies allowable by Nevada Statute for future investments. Mr. Spears stated at a prior board meeting it was suggested that the District extend the CD ladder from 3 years to 5 years to get a higher rate of return. If the District went to a 5 year maturity with at least half of the District's assets it would extend the investment some. The District would still have assets maturing about every month or month and a half, so the District would still have good liquidity and gain in revenue annually.

There were no public comments.

*After further discussion Trustee Severt made a motion to approve to move the District's custodial of accounts from Edward Jones to US Bank in order to comply with the law. Treasure Barstow seconded the motion. The motion carried unanimously.*

*Treasurer Barstow made a motion to approve the recommendation to change the District's investment strategy from a 3 year term investment to a 5 year term investment starting with half of the District's investments. Trustee Severt seconded the motion. The motion carried unanimously.*

**Item#16. Discussion and motion to approve renewal of Workers Comp Insurance with Employers Insurance Company of Nevada.**

Carol Bratcher, Accountant stated the District's workers comp insurance is currently through Employers Insurance. Ms. Bratcher stated the District's insurance representative; Alpine Insurance provided two renewal proposals for consideration. The first proposal was provided by Employers Insurance with a total premium of \$14,000.00 and the second proposal was provided by Benchmark with a total premium of \$13,591.00. She reported it is staff's and Alpine Insurance recommendation to continue with Employers Insurance. This year the District has a five year loss history and due to the District's excellent work, record of minimal accidents, Employers Insurance has written the insurance policy to include a modification factor of .78 that results in a 22% discount in premiums. This rate is based on the number of employees and estimated payroll. Darrin Price, General Manager personally thanked Carol Bratcher for a working relationship with Alpine Insurance as well as Erin Dowling and Mike Ariztia for implementing safety practices.

There were no public comments.

*Trustee Severt made a motion to approve the renewal for the District's Workers Comp Insurance with Employers Insurance. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item#17. Discussion and motion regarding Sun Valley Cal Ripken Baseball League's request to add two tee-ball fields at Gepford Park.**

Michael Rider representative on behalf of Sun Valley Cal Ripken Baseball League stated he met with District staff at Gepford Park to discuss the proposed sites for 2 tee-ball fields. After the onsite discussion for the proposed sites it was determined that there would be little impacts to the park and the District. There would be some modification to the existing irrigation system needed by the District. Mr. Rider stated as mentioned at the October board meeting, the League will solicit for donations to cover the expense of materials to construct 2 tee-ball fields. The League is respectfully requesting the District to allocate the designated area at Gepford Park for 2 tee-ball fields and potentially assist financially if the League comes up short with donations. He stated he is not asking for rate payers to pay for the new tee-ball fields, he suggested if the League needed financial assistance from the District that the District could assist with using a portion of the Residential Construction Tax that is to be used to enhance parks. Mr. Rider would also like to get approval to allow plaques of some kind be mounted on the field thanking any big donor for their contribution.

Mike Ariztia, Public Works Director stated he met with Mr. Rider onsite to look at the location for potential tee-ball fields. It was determined that there is minimal to no impacts to the park and other park users if the fields were constructed. He stated the District would have to modify the existing irrigation system minimally. He also stated if the proposed fields were approved the District would be gaining a facility and improvements at the park for very minimal or no cost.

Treasurer Barstow inquired where a plaque would be mounted for big donors as requested by the League.

Darrin Price, General Manager responded staff would have to review the existing District advertising policy and further discussion can be brought back to the Board regarding what kind of plaque or sign could be potentially displayed to recognize donors.

Mr. Ariztia suggested placing donor plaques at each park recognizing donors not only for their contributions to the park(s) but also for their contribution to the community. The plaque could potentially encourage others to do the same.

Vice Chair Elliott inquired how many tee-ball players Sun Valley Cal Ripken has.

Bonnie Daily, President for the Sun Valley Cal Ripken Baseball League responded over half of the players are tee-ball players, approximately 100 children.

There were no public comments.

*After some discussion Treasurer Barstow made a motion to approve Sun Valley Cal Ripken Baseball League's request and dedicate a portion of Gepford Park to be used to construct 2 tee-ball fields. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item#18. Boys and Girls Club of Truckee Meadows, Sun Valley Teen Center update by Rick Stevens.**  
Postponed

**Item#19. Discussion and motion to approve final draft of the District's winter newsletter.**

Darrin Price, General Manager provided a final draft of the winter newsletter. The newsletter recognizes the top three photo contest winners, articles about water leaks, water and sewer service calls, reminder about winter watering, tribute to Audrey "Johnnie" Golden, and an article regarding online payments.

*Secretary Reinhardt made a motion to approve the winter newsletter. Trustee Severt seconded the motion.*

During discussion audience member Ramona Bouchard inquired about the article of election officers. She stated it is missing who was elected as officers and also stated it appears that there is no room to add the officer positions.

Erin Dowling, Customer Service Supervisor responded the Board will elect officers at the January 8, 2015 meeting and staff will add those positions to the newsletter prior to distribution.

*The motion carried unanimously.*

**Item#20. Review of the District's 2014 Recreation season.**

Erin Dowling, Customer Service Supervisor gave a brief report of the District's 2014 recreation season. Ms. Dowling reported the District held and partnered with several events at the Sun Valley Community Park they include: Easter Egg Hunt with the Boys and Girls Club and 2 District hosted movies in the park and a Veterans Day Celebration with Washoe County Senior Department. She reported over 800 youth took advantage of one of the various sporting activities that were offered at the Sun Valley Community Park and Gepford Park they include: baseball, soccer, BMX and football. Over 350 participants took advantage of Zumba and Martial Art lessons that are offered at the Sun Valley Community Center. Multiple park reservations were secured throughout the recreation season and the Neighborhood Center secured 4 fee-based rentals and the center was used for various community venues at no charge. Ms. Dowling also reported the District had a record breaking year with 5,395 attendees at the Robert & Norma Fink Pool Complex "Sun Valley Pool". There were a total of 8 pool party rentals and 3 free swim days that were sponsored by the Fink Family and 5 Seat Investments. She stated the District offered expanded pool programs such as Kaia Fit, adult swim, and lap swim. There were 3 multi-day visits by the Boys and Girls Club, Sparks Recreation and Summit Church.

Both Vice Chair Elliott and Trustee Severt would like to see a recreation schedule available prior to the recreation season and advertise as much as possible the various programs, rental opportunities, and events.

There were no public comments.

The Board thanked Ms. Dowling for the 2014 recreation season report.

**Item#21. Adoption of Resolution Amending Sun Valley General Improvement District Tariff, said amendments to be effective as of January 15, 2015.**

Maddy Shipman, Legal Counsel for the District stated the District needs to adopt a Resolution to notice the amendments that were approved during the December 9, 2014 Tariff Hearing. The amendments that were approved will become effective January 15, 2015.



There were no public comments.

*Trustee Severt made a motion to approve the adoption of Resolution 1402 amending the District's Tariff with the amendments to become effective January 15, 2015. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item#22. Financial report by William Short.**

None

**Item#23. Legal report by Maddy Shipman.**

Maddy Shipman wished everyone a Happy Holiday.

**Item#24. Field report by Mike Ariztia.**

None

**Item#25. Manager's report by Darrin Price.**

Darrin Price reported on the following;

- He thanked the Board for the opportunity to attend the NACO Conference.
- The new concession building is scheduled to be delivered on December 10, 2014. Following the building setup, the District will install sidewalks around the building.
- He gave a brief legislative update, Washoe County, City of Reno, City of Sparks and other entities stated they are not submitting any BDR's and that they will closely monitor bills for any surprises should they arise. RTC is looking at ways to increase revenues for projects and the School District will continue to request for additional funds to assist with maintenance of schools and renovations of older schools.
- He also reported a long time resident Jack Ryan passed away; he was the Sun Valley barber for 68 years.

**Item#26. Public Comments.**

Michael Rider thanked the Board and staff for the new Gepford Park Concession Building.

Joseph Barstow reported Northern Nevada Food Bank increased food delivery from 30 cases to 60 cases to the Sun Valley Food Pantry.

**Item#27. Board Comments.**

Trustee Severt thanked the Board for allowing her the opportunity to attend the NACO Conference. She stated she was also able to tour the White Pine indoor pool, she stated the facility is amazing. They are now experiencing the growing pains of what is involved operating a pool and securing attendance. She also stated she understands the frustration that Tom Noblett has with Washoe County Code Enforcement and thinks it would be beneficial to establish community cleanups to help beautify the community again, similar to Looking Fine in 99.

Vice Chair Elliott thanked the Board for the opportunity to attend the Pool Pact Retreat. During the retreat the group worked on revising the Pool Pact manual. He stated it was a great opportunity and he learned a lot. He also stated Commissioner Jung is proposing profound impacts to the Washoe County Nuisance Code and encourages everyone to get involved.

**Item#28. Future Agenda Items.**

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

- Election of officers

- Review of the 2015 Board meeting schedule
- Possible update from the Boys and Girls Club
- Possible renewal of Nancy Eklof Public Relations agreement.
- Possible presentation from Alpine Insurance regarding workers comp for employees, trustees, and volunteers.

Secretary Reinhardt requested an action item for consideration to revise the billing statement to include consumption amounts in place of the graph on the District bills.

Treasure Barstow requested discussion to consider waiving the 10 hours of community service by the Boy Scout Troop 585 for the 2014 year.

Trustee Severt requested discussion regarding the treatment plant, costs, and long term planning by the City of Sparks.

Vice Chair Elliott requested discussion regarding community cleanups as suggested by Tom Noblett.

**Item#29. Adjournment.**

*Secretary Reinhardt made a motion to adjourn at 9:07 pm. Treasurer Barstow seconded the motion. The motion carried unanimously.*