



Sun Valley G.I.D. Board Meeting Minutes of December 13, 2012

Board Members Present:

Margaret Reinhardt	Chairperson
Sandra Ainsworth	Secretary
Garth Elliott	Treasurer
Robert Fink	Trustee
Vicky Maltman	Trustee

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Mike Ariztia	SVGID, Public Works Director
Maddy Shipman	SVGID, Legal
Bill Short	SVGID, CPA
Jennifer Merritt	SVGID, Staff

Others Present:

Jim Ainsworth	Audience
Rodney Bloom	Audience
Mr. & Mrs. Cumbley	Audience
Kathy Fuller	Audience
William Maltman	Audience
Mr. & Mrs. Naylor	Audience
Jerry Payne	Audience
Susan Severt	Audience
Glenda Walls	Audience
Joseph Barstow	H.O.P.E. Church, Pastor
Chris Gonfiantini	Alpine Insurance, President
Mike Masterpool	Boy Scout Association, Advisor

The meeting of the Sun Valley GID was called to order by Chairperson Margaret Reinhardt 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; Robert Fink, Vicky Maltman, Margaret Reinhardt, Sandra Ainsworth, Garth Elliott. A quorum was present.

Item#2. Pledge of Allegiance.

Led by Margaret Reinhardt

Item#3. Motion to approve agenda.

Vicky Maltman made a motion to approve the agenda. Sandra Ainsworth 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.

Kathy Fuller thanked Sun Valley GID for the park bench at the Sun Valley Community Park.

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

Garth Elliott thanked the audience members for attending the Sun Valley GID board meeting. Mr. Elliott commented he would like to see a letter or a certificate of appreciation thanking the Family Dollar Store for locating in the Sun Valley community.

Darrin Price wished Robert Fink a Happy Birthday. Darrin also presented Mr. Fink with a Resolution of Appreciation for his time served as a Sun Valley GID Trustee.

Robert Fink thanked the Sun Valley Board and staff for the recognition.

Item#7. Discussion and motion as to payables and customer refunds for;

A. November 22, 2012.

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for November 22, 2012.

Garth Elliott made a motion to approve the accounts payable for November 22, 2012 in the total amount of \$186,949.01 with discussion. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Garth Elliott made a motion to approve the customer refunds for November 22, 2012 in the amount of \$983.51 with discussion. Sandra Ainsworth seconded the motion. The motion carried unanimously.

B. December 13, 2012.

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for December 13, 2012.

Garth Elliott made a motion to approve the accounts payable for December 13, 2012 in the total amount of \$105,668.00 with discussion. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Garth Elliott made a motion to approve the customer refunds for December 13, 2012 in the amount of \$864.73 with discussion. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve minutes of November 08, 2012.

Robert Fink made a motion to approve minutes of November 08, 2012 as submitted. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#9. Discussion and motion regarding appointing a public member to fill a Sun Valley GID Board of Trustee future vacancy.

Maddy Shipman commented the qualification for a qualified elector to be appointed to the Sun Valley GID board must be a registered voter within the District boundary. Maddy also commented

she spoke with the Washoe County Registrar of Voters office and they still show that Mrs. Woodland as an active registrar voter in Washoe County. As of today Darrin Price has not received anything in writing from Mrs. Woodland regarding her resignation, Maddy believes that Mrs. Woodland's intent is not to take her seat in January based on what everyone has heard, but not what has anyone has seen in writing. Maddy made a recommendation to postpone the appointment until January. If the Board decides to appoint a public member to the Sun Valley GID Board tonight it would not be to fill a vacancy, it would be a conditional appointment. The condition would require Ms. Woodland to change place of voting registration or submit a letter to the Washoe County Clerk expressing her intentions not to take her seat in January.

Garth Elliott inquired if staff has been actively requesting a letter of resignation from Mrs. Woodland.

Darrin Price reported he has been trying to reach Mrs. Woodland by phone and every time he gets her voicemail. He is unable to leave a message because her voice message box is full, and it has been that way for weeks.

Mr. Elliott inquired if there is a provision that would allow the Sun Valley GID Board to terminate her for the lack of attendance.

Maddy commented at this time there is no provision that would allow for termination based on attendance. The topic of termination is not on the agenda for discussion and would have to be placed on a future agenda if desired.

Sandra Ainsworth commented the provision in the Nevada Revised Statute 318 only requires an elected trustee to attend one meeting a year to retain their seat.

Robert Fink commented he thinks that Mrs. Woodland is considered an active elected official until she has properly submitted her resignation. Robert suggested staff send a certified letter to Mrs. Woodland for a request of her resignation letter.

There were no public comments.

After some discussion Garth Elliott made a motion to regrettably postpone item 9 until the first meeting in January of 2013. Robert Fink seconded the motion. The motion carried by the following;

Yea: Robert Fink, Sandra Ainsworth, Garth Elliott

Nay: Margaret Reinhardt

Abstain: Vicky Maltman

Item#10. Discussion and motion to nominate a G.I.D. Trustee to be a member of the Washoe County Debt Management Commission for a two year term.

Darrin Price reported that Washoe County Debt Management Commission allows for one representative of the General Improvement District's to serve on the Debt Management Commission. Sun Valley GID has been requested to nominate one of our Trustees to be considered as a General Improvement District representative for a term of two years.

Garth Elliott inquired when the Debt Management Commission meets and how often.

Darrin was not sure of the exact meeting time, but the Commission meets during normal Washoe County business hours and/or as needed.

Margaret Reinhardt inquired if any of the Trustees wanted to volunteer for the position.

Garth Elliott would like to, but he does not think he could with his work schedule.

There were no public comments.

After some discussion Garth Elliott made a motion to nominate Sandra Ainsworth to be a member for the Washoe County Debt Management Commission. Robert Fink seconded the motion. The motion carried unanimously.

Item#11. Discussion and motion to approve renewal of Workers Comp Insurance with Employers Insurance Company of Nevada.

Chris Gonfiantini, President with Alpine Insurance reported Sun Valley General Improvement District's Workers Comp Insurance is through Employers Insurance Company of Nevada. Currently the District does not have its own mod factor and the rates are based on the approved rates set by the NCCI Government Board. This past year the NCCI Board increased the rates nationwide, so the District is subject to a slight increase with this year's renewal. The Sun Valley G.I.D. has a good experience factor and after another year of good experience, the District's rates will be based on its own experience mod factor.

Vicky Maltman inquired about several of the charges such as the Expense Constant, Terrorism Premium, and Catastrophe Premium.

Mr. Gonfiantini reported all of the charges that Mrs. Maltman inquired about are all required by federal law and other organizations are subject to the same charges.

Garth Elliott inquired if Sun Valley G.I.D. is offering adequate safety training to its employees to help with getting a better rate.

Mike Ariztia reported Sun Valley G.I.D. employees actively participate in various trainings, including OSHA training.

There were no public comments.

After some discussion Sandra Ainsworth made a motion to approve Employers Insurance Company of Nevada Workers Comp Insurance renewal. Robert Fink seconded the motion. The motion carried unanimously.

Item#12. Discussion and possible motion to approve Boy Scout Association request to use the Sun Valley GID Annex as a monthly meeting location.

Mike Masterpool, Adult Advisor with Boy Scout Association reported he belongs with the Arrow Chapter – Quiami Wintook that services all of the BSA units of the North Valleys and Sparks. Since Sun Valley is located in the North Valleys, Sun Valley is a good central location for the Chapter to meet. The Chapter would like to use the Sun Valley General Improvement District Annex to conduct monthly meetings on the second Thursday of each month from 6 pm until 8pm. There would be 6 – 15 members that would attend the monthly meeting.

Darrin Price reported currently there is no formal rental structure in place for the use of the Annex. The District has always allowed various groups to conduct meetings in the Annex as long as they followed the Rules that have been adopted by the Board, provide proof of insurance, and sign a Hold Harmless Agreement. Field staff uses the Annex on a regular basis, storing equipment and materials. The area that the BSA would be using is the small front room that is locked off from all of the other areas at the Annex. Darrin reported when staff took in consideration of the park facility fees for non-profits, the Annex was never brought up during that consideration.

Margaret Reinhardt commented that the Sun Valley GID should consider a possible user fee for the Annex.

Garth Elliott inquired what expenses would the District incur by approving the use of the Annex. He also commented this potentially could be a good opportunity for a trade of some kind of volunteer work, which is more valuable than money in his opinion.

Darrin commented the only cost associated with the use of the Annex would be utility expenses during that time. Staff checks on the facility periodically to see if the user is abiding by the rules agreed upon and clean up after each meeting. If the user neglects to abide by the rules, then they are requested to leave the Annex. Darrin inquired with Maddy Shipman if an agreement could be approved with in-kind trade as suggested by Mr. Elliott.

Maddy Shipman reported the Board would have to give staff direction to include Mr. Elliott's suggestion into the agreement if they want to consider it.

Vicky Maltman commented when the District Board discussed profit and non-profit fees, she was not aware that there were exclusions. Ms. Maltman thought the user fees included all facilities.

Margaret Reinhardt agreed she was not aware of any exclusion, she also thought the District had a structure in place.

Mike Ariztia reported the District has a structure in place which is the fee schedule. The fee schedule is strictly limited to recreation facilities only. The Annex is not considered a recreation facility.

Vicky Maltman suggested the Board allow for the BSA to hold their January meeting providing they show proof of insurance, and allow for staff to create a user policy for the Annex for consideration at the second meeting in January.

Margaret Reinhardt inquired if the BSA is requesting to have user fees waived.

Mike Masterpool commented he is requesting to use the Annex at no charge, just like prior organizations.

Under public comment audience member William Maltman reported he is with the VFW and they support the Boy Scouts all the time. He also commented everyone needs to support the Boy Scouts just like the Veterans.

After some discussion Vicky Maltman made a motion to permit the Boy Scouts Association the use of the Annex for one meeting with all requirements being met, and bring back a User

Agreement for consideration at the second meeting in January. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#13. Discussion and motion to approve the winter newsletter final draft.

Darrin Price provided a final draft of the winter newsletter. The newsletter includes the following articles; Congratulations to the recent elected and newly elected Trustees, Special appointment, How the District works for customers, Appliance and e-waste recycling day, Parks & Recreation survey, Buy and shop local, Free tax preparation, Board meeting schedule, Winter watering tips, and Contacts for other agencies.

Garth Elliott suggested the article regarding the special appointment to the board be pulled.

Both Margaret Reinhardt and Vicky Maltman complimented the newsletter and thought it is one of the better newsletters that have been issued.

There were no public comments.

After some discussion Robert Fink made a motion to approve the winter newsletter as written with the elimination of the special appointment article. Garth Elliott seconded the motion. The motion carried unanimously.

Item#14. Discussion and motion to approve Radon Proclamation proclaiming January as National Radon Action Month.

Darrin Price reported for the past several years Sun Valley G.I.D. has participated with the University of Nevada Cooperative Extension, the Nevada State Health Division and the United States Environmental Protection Agency to support efforts to encourage Americans to test their homes for radon, mitigate elevated levels of radon, and have new homes built with radon-reducing materials and features. Once again staff recommends approving the Radon Proclamation, proclaiming January as National Radon Action Month.

After some discussion Vicky Maltman made a motion to accept the Radon Proclamation as written and adopt January as National Radon Action Month. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#15. Discussion and possible direction to staff regarding G.I.D. property issued to Trustees and/or employees.

Darrin Price commented Mr. Elliott requested discussion regarding the use of District property. Darrin provided a copy of the General Improvement District's policy regarding the Use of Property. The policy explains what kind of property can be used by a trustee or employee for work purposes.

Garth Elliott commented his request regarding District property was misunderstood. He wanted to know what the policy is regarding disposition of used property and if it is required for any property to be put into a public auction.

Darrin apologized for the misunderstanding and commented there is a difference between the use and the sale of property. He reported he will bring something back at a meeting regarding the procedure for the sale of used property.

Robert Fink made a motion to table item 15. Vicky Maltman seconded the motion. The motion carried unanimously.

Item#16. Discussion and possible motion to approve revisions to Sun Valley GID Personnel Policies Section 9 Board of Trustees; Complaints.

Darrin Price provided a proposed policy of how complaints will be handled by staff regarding board members. The policy reads, "Any employee of the Sun Valley GID who is contacted by any person(s) who has a general complaint against an elected official of the Sun Valley GID Board of Trustees shall refer that person(s) to speak directly to the Trustee or, alternatively, raise the issue at a Board of Trustees meeting. If the complaint appears to the employee to be a potential criminal matter, the employee will tell the person(s) to bring their complaint to the Sheriff or, alternatively, the Washoe County's Districts Attorney's office."

Margaret Reinhardt commented she thinks the policy is very well written and it satisfies her concerns.

There were no public comments.

Robert Fink made a motion to approve the proposed policy as written regarding complaints handled by Sun Valley GID employees. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#17. Update on Sun Valley GID Capital Improvement Project list.

Mike Ariztia gave a brief update regarding the Sun Valley GID capital improvement projects as requested by Mr. Elliott. He reported at a prior meeting the Board of Trustees approved a list of capital improvement projects, these projects were also approved with engineering completed. As of today two of the seven projects have been completed and those two projects were the installation of the PRV on Leon and 2nd Ave., and installation of the Pit 6" distribution water main. The Klondike distribution main has not been completed yet, but staff has performed some exploratory digging around the area and anticipate this project be completed by the end of the current fiscal year. Staff postponed the Klondike project because the District replaced a good portion of the water main located on 4th Ave. as needed. He reported staff will be bringing the water distribution looping project for 2nd Ave. and Sun Valley Blvd. back to a future meeting. This project would need to be completed prior to the installation of the approved Community Development Block Grant sidewalk project. Mike also provided a master list of capital improvement projects for future consideration.

Robert Fink inquired about the Sun Valley Blvd. portion of the project and wondered if it was on the Boulevard itself.

Mike commented the original design was in a portion of Sun Valley Blvd., after a redesign of the project staff and the engineer found a way to work around the Boulevard so there would be no cutting involved with the new paved Boulevard.

Garth Elliott requested an update of the capital improvement projects because of the urgency of some of the projects. He just wanted to make sure that the needed projects were completed to remove the urgency.

Mike reported in the southern zone which is located behind the main shop and continues up towards Leon Dr., there was only one feed into this area which came off the pressure reducing

vault on Sun Valley Blvd. and 1st Ave. By the introduction of the new PRV on 2nd Ave. and Leon Dr. it tied another source of water into the southern zone. If for some reason something went wrong in the 1st Ave. and Sun Valley Blvd. PRV, the District could still feed the area through the other PRV reducing the urgency to perform the PRV rehab on 1st Ave.

Item#18. Financial report by Bill Short.

Bill Short reported Sun Valley G.I.D. received a letter from the State of Nevada Department of Taxation notifying the District that the department has completed its review of the annual audit and no violations of statute and/or regulations were noted.

Item#19. Legal report by Maddy Shipman.

None

Item#20. Field report by Mike Ariztia.

Mike Ariztia reported on the following;

- Sun Valley G.I.D. will be hosting its recycling day April 13, 2013 for appliances and electronics. Staff will notify the community as it gets closer.
- He received a set of plans for review for another Dollar Store to be constructed on the corner of Gepford Parkway and Sun Valley Blvd.
- A field employee gave their two weeks' notice and he will be filling the position.

Item#21. Managers report by Darrin Price.

Darrin Price provided the following reports;

- He attended a RTC meeting on November 16th regarding the US 395 connector project. He spoke to the RTC Board regarding the disapproval of the new option 3 location along the ridge line. Darrin also acknowledged that Lori Cusick attended the meeting as well.
- He attended the Local Government Summit and all 17 counties were represented. The big talk was regarding local government revenue, economic development, and functional home rule.
- Washoe County Community Development Block Grant internal committee and Washoe County Commissioners approved our application for a new concession stand at Gepford Park. The final approval will come from the State which will happen in March.
- Reno Paintball performed a demonstration on December 8th and there was a low attendance by the public. Reno Paintball is still working on some of the items that are required by Washoe County.
- A front office employee gave their two weeks' notice and he will be filling the position.
- Truckee Meadows Water Authority approved a three year rate increase and each year the Truckee Meadows Standing Advisory Committee reviews the rates and makes recommendations. Darrin recently filled in for Fred Schmidt who represents Sun Valley GID on the SAC and protested against a rate increase because TMWA in its first quarter had its first highest revenue ever. SAC still wanted to suggest the rate increase to help re-finance some of their bonds. At the TMWA Board meeting they discussed the recommended rate increase and the Board approved to delay the rate increase for one year. This is a rate savings to the District of \$24,000.
- Washoe County Department of Water Resources approved a 5% water rate increase that will go into effect 2013.
- Darrin also provided copies of letters submitted to RGJ regarding the proposed paintball park.
- Darrin also thanked Vicky Maltman for her service for this meeting.

Item#22. Public Comments.

Susan Severt gave an update on the Washoe County Citizens involvement regarding the Community Advisory Boards. The review committee received a lot of data for consideration. There is a proposal for the new CAB's that can be viewed on the Washoe County website. She commented the model proposal was submitted to the Washoe County Commissioners for consideration. The Washoe County Commissioners have extended the study until March of 2013.

Item#23. Board Comments.

Robert Fink commented Ed Douglas' wife birthday is also in December.

Garth Elliott commented on the District's Overtime Report and would like to have further discussion on the District's overtime at a future meeting. He commented on the US 395 Connector project and proposed Rim Trail creates a conflict because of the scenic views. Mr. Elliott also commented the Citizen Advisory Board meetings are not as involved as they used to be because of the lack of funding. He wishes Washoe County could find other ways to save money to help continue to fund the Citizen Advisory Boards.

Vicky Maltman commented she sat on the committee concerning the Citizen Advisory Boards and she did a lot of research of other cities, communities, and counties concerning CAB's. In her opinion it is a constant proposition of; other people are doing it differently and that is when the money portion is involved. She provided alternative solutions regarding the CAB's to be used for consideration. She sees the County wanting to eliminate the process of them having to be accountable to its citizens and she thinks it's a real shame. She also reported during a divorce settlement agreement between Family Dollar and the Dollar General, everywhere a Family Dollar Store is constructed a Dollar General Store will be constructed as part of the settlement agreement. Mrs. Maltman also thanked everyone for being so kind to allow her sit on the Sun Valley GID Board and hopes that it can continue.

Item#24. Future agenda items.

- First meeting in January conditional appointment for the Sun Valley GID Board.
- Second meeting in January continue discussion regarding the Boy Scouts Association using the Annex for monthly meetings and consideration of rental fees or in-kind service.
- Requested by Garth Elliott disposition of G.I.D. property.
- Requested by Garth Elliott discussion regarding implementation of a Master Gardner Program.
- Requested by Vicky Maltman a report on the new Customer Service Supervisor and a status report on rental permits.

Item#25. Adjournment.

Sandra Ainsworth made a motion to adjourn at 7:35 pm. Garth Elliott seconded the motion. The motion carried unanimously.