



**Sun Valley General Improvement District  
Board Meeting Minutes of  
February 11, 2016**

**Board Members Present:**

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

**Board Members Not Present:**

Garth Elliott	Treasurer
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**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:**

Carmen Ortiz	Audience
Glenda Walls	Audience
Christi Cakiroglu	Keep Truckee Meadows Beautiful
Bonnie Daly	Cal Ripken
Jimmy Obregon	Cal Ripken
Michael Rider	Cal Ripken
Lori Campbell	Nevada Department of Transportation
Kimberly O'Kelley	Nevada Department of Transportation
John Crabtree	Reno Battle Born BMX

**The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:00 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, and Trustee Barstow. A quorum was present.

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

Led by Vice Chair Severt.

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

John Crabtree with Reno Battle Born BMX gave a brief update regarding the BMX Track. Mr. Crabtree stated after the Board approved him as the new BMX Track Operator, he has signed the District's Lease Agreement, has been working with USA BMX in regards to the required racing software needed, and has renewed his nonprofit. He reported he has moved race days from Sunday's to Saturday's, practices will be held on Thursday's and during the summer time he will hold an additional race day on Monday's. Mr. Crabtree has been soliciting organizations to assist with rebuilding the track and hopes that can be done in late February or sometime in March. He will continue to give progress updates.

**Item# 4. Motion to approve the agenda.**

Chairperson Ainsworth requested to postpone agenda item# 10 until Treasure Elliott is present.

*Secretary Reinhardt made a motion to table agenda item# 10; approve the agenda as amended. Vice Chair Severt 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 February 11, 2016.**

Trustee Barstow gave a brief report of the accounts payable for February 11, 2016.

*Trustee Barstow made a motion to approve the accounts payable for February 11, 2016 in the total amount of \$81,885.29. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.*

Trustee Barstow gave a brief report of the customer refunds for February 11, 2016.

*Trustee Barstow made a motion to approve the customer refunds for February 11, 2016 in the total amount of \$992.83. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and motion to approve board minutes of January 28, 2016.**

*Trustee Barstow made a motion to approve the board minutes of January 28, 2016 with the following correction; replace the word "Romano" with "Ramona". Vice Chair Severt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 9. Update by Christi Cakiroglu with Keep Truckee Meadows Beautiful.**

Christi Cakiroglu with Keep Truckee Meadows Beautiful gave a brief update regarding the Make a Difference Day Cleanup. One of the cleanup sites was at the Sun Valley Community Park and volunteers picked up trash, removed sagebrush along the fence line, and weed control. There were a total of 17 bags of trash collected, and overall 2,000 pounds of weeds removed from all cleanup sites. She reported Hobey's Casino sponsored the volunteer luncheon that was held at the Sun Valley Community Park. Ms. Cakiroglu also reported the 2016 Great Community Cleanup is scheduled for April 30, 2016 and the Sun Valley OHV will be a cleanup site. In the event that anyone witnesses illegal dumping, to please call 329-DUMP (3867).

Ms. Cakiroglu reported Keep Truckee Meadows Beautiful partnered with Nevada Land Trust to develop a plan called the Truckee River Initiative. The Truckee River Initiative is a process of pulling together municipalities, agencies, and other stakeholders to develop a comprehensive plan that will consider the needs of all river users in a sustainable way. Keep Truckee Meadows Beautiful provides Truckee River Cleanup Days and will continue to do so. As the community grows, the needs of the river grow for more drinking water and more recreation, in return leads to more garbage in and around the river that needs to be removed. She reported Truckee Meadows Water Authority is helping fund the Initiative and once the plan is ready for review she will be happy to share it with the District.

Ms. Cakiroglu briefly commented on the Christmas Tree Recycling Program. She inquired if there is still an interest in having a Sun Valley site for Christmas Tree Recycling.

Mr. Price responded there was an interest for a Sun Valley site to recycle Christmas Trees and one of the challenges is having enough volunteers.

Ms. Cakiroglu responded Christmas Tree Recycling has been around for 20 years. There are three main sites; Shadow Mountain, Rancho San Rafael, and Bartley Ranch. The recycling program has always been a success but it is difficult to manage and it used to lose money because of the lack of donations to help support the program. Several years ago NV Energy provided a match towards the program to help cover the cost of the program. Recently they expanded the recycling program into some of the rural areas through a partnership with Truckee Meadows Fire District. She reported volunteers for this program are a key component; volunteers have to monitor illegal dumping, remove any items left on the tree, and removal of any staples or nails. All trees are then chipped and used around the community and some are provided to the Goat Grazer Program.

Additional discussion ensued regarding Christmas Tree Recycling for Sun Valley.

The Board thanked Ms. Cakiroglu for her update.

**Item# 10. Discussion and possible action regarding potential use of funds received by the City of Reno for Sewer Facility Fees and usage.**

Postponed

**Item# 11. Update by Kimberly O'Kelley with Nevada Department of Transportation regarding pedestrian and ADA improvements on Sun Valley Boulevard.**

Lori Campbell and Kimberly O'Kelley with Nevada Department of Transportation gave a brief presentation regarding Sun Valley Boulevard Pedestrian Crossing Improvement Project. Ms. Campbell stated Nevada Department of Transportation performed a Road Safety Assessment in June of 2010 and Regional Transportation Commission performed a Corridor Study January of 2015. Both study reports identify the need to increase pedestrian safety

measures. Due to funding constraints, all of the conceptual improvements will not likely occur at once. The improvements will likely occur incrementally in short-term, mid-term, and long-term. Ms. Campbell was happy to report Washoe County received a grant to assist with funding of some of the identified pedestrian crossing improvements. The three identified locations are; Sun Valley Boulevard and Skaggs Circle, Gepford Parkway, and 6<sup>th</sup> Avenue. These three locations will receive pedestrian activated rectangular rapid flashing beacons, pedestrian refuge islands, signage, and mill and fill. A bike lane will also be added from Skaggs Circle to 2<sup>nd</sup> Avenue to stay consistent with the existing bike lane located on Sun Valley Boulevard. The rapid flashing beacons will be activated by the pedestrian when they want to cross, lights will flash to alert traffic of pedestrian crossing. The pedestrian refuge island is a concrete island located in the middle of the intersection, giving the pedestrian a safe place to stop if needed. Mill and fill is when the road is shaved down to remove any existing traffic markings then filled in when the new markings. Another improvement is installing bus pads and sidewalks for RTC bus stops. (Sample drawings were provided to show the before and after improvements for all three locations.)

Additional discussion ensued regarding the identified pedestrian crossing improvements. Ms. Campbell reported some lighting improvements will be made at the locations based on the existing energy accessibility. Crosswalk striping will be enhanced and some crosswalks will be relocated to encourage pedestrians to use a safer crossing route.

Audience member Carmen Ortiz expressed her concerns regarding the potential increase in traffic on Sun Valley Boulevard with the construction that will be taking place on Pyramid Highway. She stated she hopes that construction schedules for both projects don't conflict with each other.

Ms. Campbell responded the estimated project construction for the pedestrian improvements on Sun Valley Boulevard is scheduled for summer of 2016. Majority of the work will be performed at night and construction will be performed one intersection at a time.

Mr. Price reported the District has received noticed that the existing pedestrian lighting at 6<sup>th</sup> Avenue is currently not working. He inquired who would be responsible for fixing the lighting in the interim until the improvements are made.

Ms. O'Kelley responded currently Washoe County is responsible for the maintenance for the existing lighting and they will forward the concern. Nevada Department of Transportation will be responsible for the maintenance for the new pedestrian lighting.

Vice Chair Severt stated she is very glad to see Skaggs Circle as one of the identified sites. She likes the idea of relocating the bus stop south of Rampion, hopefully this will detour pedestrians from running across the Boulevard. She also stated she assisted with getting the pedestrian lighting located at 6<sup>th</sup> Avenue and she believes that Washoe County is responsible for the maintenance.

The Board thanked Ms. Campbell and Ms. O'Kelley for their presentation.

**Item# 12. Update by Michael Rider with Cal Ripken Baseball regarding upcoming improvement projects for the Sun Valley baseball facilities with possible direction to staff.**

Michael Rider and Jimmy Obregon with Cal Ripken Baseball League gave a brief presentation regarding some improvements needed at the Gepford Park. Mr. Rider reported Cal Ripken would like to continue to improving the Tee Ball Fields at Gepford Park. Currently the benches that were installed will be replaced with more secure benches. The benches were intended for the players to sit on and not the parents. Cal Ripken would like permission to install dugouts at the Tee Ball Fields to give the players a place to sit and a place to put their gear. He also reported all of the other benches inside the other dugouts are old and the wood is starting to split; these benches need to be repaired and/or replaced. Cal Ripken would also like to get additional fencing for four bullpens (to enhance existing bullpens and install two additional bullpens). Mr. Rider also reported Cal Ripken would like to move their existing storage container next to the old restroom facility to allow room for the additional bullpens. He stated majority of the improvements Cal Ripken will be responsible for with the permission and assistance as needed from the District. He reported Cal Ripken will need District assistance with some of the repairs. Mr. Rider stated he and Mr. Obregon walked Gepford Park and there are a lot of repairs needed. The repairs that were identified were; replacement of fence crown (fence crown is a plastic cover that goes over the fence in the outfield to help protect the players. Cal Ripken purchased the existing fence crown.) Various fence parts are missing and some gates don't latch. Cal Ripken hopes to close in the fields completely to help keep dogs off the fields. Currently there are openings around all the fields that pet owners have closed up with garbage receptacles to help keep their dogs inside while they run and play. Cal Ripken wants to eliminate any openings to the fields and lock them to keep all animals off the fields. Additional signage was requested to educate park users about picking up dog waste. Mr. Rider reported there currently is no parking lot lighting. Cal Ripken is requesting for additional lighting for the parking lot area for the safety of the spectators and additional lighting near the playground so the park can be utilized into the evenings.

Mr. Combs responded normal park hours are until sunset with the exception of baseball and football activities. He doesn't know if the District and/or Cal Ripken want to encourage kids to be in the park late at night.

Mr. Rider continued with some of the improvements needed at Gepford Park. The existing paved walkways have some separation and have caused tripping hazards. The dirt access roads absorb a lot of water creating muddy areas making them almost unusable at times. He also reported the bleachers are missing a lot of end caps and some of them have received damage. Mr. Rider reported Cal Ripken would like to have additional picnic tables in the park. There used to be picnic tables in the park but they were taken out because they were damaged and never have been replaced. He stated Job Corp might be able to install the picnic tables as a project.

Mr. Obregon stated near the Tee Ball Fields there is an existing rolling hill and some spectators like to use it as a bench to watch the game. He suggested building additional grass slopes/berms around the Tee Ball Field area to be used for seating in lieu of bleachers.

Mr. Rider stated all of the improvements are necessary for the park as well as any additional lighting will detour vandalism at the park. Cal Ripken is willing to help volunteer their time and solicit for material donations and respectfully request for permission to proceed with

installing dugouts at the Tee Ball Fields and some assistance from the District on some of the other projects.

Secretary Reinhardt inquired if Cal Ripken is requesting for financial assistance for the projects that were presented.

Mr. Rider responded at this time they are not asking for financial assistance. He stated he met with Mr. Price and he stated the District can provide some material from some of the improvement projects such as the benches. Cal Ripken would like the District's permission to do some of the projects prior to the League seeking donations. He stated if Cal Ripken cannot secure funding and/or donation for something, then he would come back before the Board to formally request assistance for the bigger projects. He believes some of the safety improvements can be done by the District.

Mr. Combs inquired if Cal Ripken will be removing more grass at the Tee Ball Fields to install the new dugouts.

Mr. Rider responded there are no plans to remove any more grass. They would like to move the benches closer to the existing fence and install additional fencing around the benches to create dugouts for the players and coaches only.

Mr. Price made a recommendation to direct staff, the General Manager, to use his discretion and work with Cal Ripken on the various projects. Should any of the projects exceed the \$4,000 spending limit, that particular project would require Board approval.

*After further discussion Trustee Barstow made a motion to have the District's General Manager assist Cal Ripken Baseball League on the various projects and bring anything back for approval if it exceeds the General Manager's spending limit. Vice Chair seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 13. Discussion and action to renew Sun Valley General Improvement District's Life, Accidental Death and Dismemberment, and Long Term Disability Insurance Policy.**

Mr. Price reported the District's Life, Accidental Death and Dismemberment, and Long Term Disability Insurance is up for renewal. Standard Insurance Company is proposing to extend the District's current rate until February 1<sup>st</sup>, 2018. He stated Standard Insurance Company is also asking to amend the District's renewal date from February to July 1<sup>st</sup> to coincide with lines of coverage.

Secretary Reinhardt stated she didn't see a total amount and inquired what the annual renewal amount is for the insurance policy.

Mr. Price apologized for not providing it in the packet and requested a 5 minute break so he could get the information requested by Secretary Reinhardt.

Chairperson called a 5 minute break at 7:26 pm.

Mr. Price apologized he thought the total renewal amount was included with the initial renewal notice and it was not. The District only received pricing for per category. He

requested to postpone this item until the next meeting so he could get a total amount to provide to the Board.

There were no public comments.

**Item# 14. Legal report by Maddy Shipman.**

Ms. Shipman reported on Incline Village General Improvement District Open Meeting Law violation. She stated there was an item on one of their agenda's referencing a policy that was used to remove the Chairperson and the Vice Chairperson creating a division on the Board. An Open Meeting Law complaint was filed shortly after because the agenda was not written well. Incline Village General Improvement District then made various ratifications on their previous actions. She wanted to report on this because the Open Meeting Law requires agenda's to be written clear and complete. If an individual stops to review the District's agenda, they should be able to understand what is going to be discussed on any agenda item and any action that may be taken.

**Item# 15. Field report by Jon Combs.**

Mr. Combs reported on the following items;

- Field staff has started cleaning of the District's sewer system using the new sewer truck. Staff really likes the new truck and thanked the Board for the truck.
- Field staff is preparing for the upcoming recreation season.

**Item# 16. Manager's report by Darrin Price.**

Mr. Price reported on the following items;

- He reported the District's Customer Service Supervisor, Erin Dowling completed her Human Resource Certification.
- He attended the Truckee Meadows Water Authority Strategic Planning and there was discussion regarding the disbandment of the Western Regional Water Commission since the merger between Truckee Meadows Water Authority and Washoe County has been completed. There was also discussion regarding Truckee Meadows Water Authority becoming responsible for all forms of water such as; flood, reclaimed and wastewater. During that meeting Truckee Meadows Water Authority had no interest in accepting any of those expanded duties.
- He attended the recent Sun Valley Citizen Advisory Board meeting. A lot of the discussion was regarding road maintenance, weed control, ditches and snow removal. He stated there is some confusion still regarding what agencies are responsible for particular duties around the community.
- Last year he received a request from Community Services Agency to use the Mary Hansen Center for a Pre-K program in Sun Valley. Recently he was approached by Washoe County School District for the same request. He stated he followed up with Community Services Agency to confirm that they still would like the center and they said yes. The center should be occupied later this spring.
- Reno Indoor Paintball received their permits from Washoe County and are ready to construct a paintball field this spring.
- The Sun Valley General Improvement District Tariff Rule 20 Review Committee's first meeting is scheduled for March 16, 2016 at 3pm.
- On behalf of the District, he wished Pastor Joe a Happy Birthday.

**Item# 17. Public Comments.**

Mr. Rider thanked District staff for the field dirt for the baseball fields and field improvement suggestions.

**Item# 18. Board Comments.**

Secretary Reinhardt reported at the Sun Valley Citizen Advisory Board Meeting; the road comments were mainly regarding Chocolate Drive. She suggested residents form a subcommittee and approach Washoe County to get them to accept the road.

**Item# 19. Future Agenda Items.**

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

- Continuation of the renewal of District's Life Insurance
- Continuation regarding the use of City of Reno sewer money
- Review of the spring newsletter articles
- Review and approval of a Lease Agreement for Reno Indoor Paintball
- Approval of City of Sparks Interlocal Agreement regarding commercial sewer inspections
- The Sun Valley General Improvement District Tariff Rule 20 Review Committee update
- Approval of Landscaping contracts

Trustee Barstow requested discussion regarding Christmas Tree Recycling.

**Item# 20. Adjournment.**

*Secretary Reinhardt made a motion to adjourn at 7:54 pm. Vice Chair Severt seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on February 25, 2016.

Minutes Prepared by:  
Jennifer Merritt, Administrative Assistant