



Sun Valley G.I.D. Board Meeting Minutes of February 11, 2010

Board Members Present:

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

Board Members Not Present:

Staff Present:

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| Darrin Price | SVGID, General Manager |
| Mike Ariztia | SVGID, Public Works Director |
| Jennifer Merritt | SVGID, Staff |
| Stewart White | SVGID, Legal |

Others Present:

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| Barry Bouchard | NorthValley's.org |
| Jerry Payne | Audience |
| Warren Brighten | Audience |
| Glenda Walls | Audience |
| Susan Severt | Audience |
| Garth Elliott | Audience |
| Roger Edwards | Golden Valley's Landowners |
| Doug Maloy | Regional Transportation Commission |
| Bryan Gant | Jacobs Engineering |
| Rebecca Bruch | Erickson, Thorpe & Swainston, Ltd. (via: phone) |

The meeting of the Sun Valley GID was called to order by Chairperson Patricia Lancaster at 6:00 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. Robert Fink seconded the motion. The motion carried unanimously.

Item#2. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

Robert Fink would like to see the Sun Valley Senior Center as a posting location for the District agendas.

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

None

Item#4. Discussion and motion of accounts payable for February 11, 2010.

Treasurer Linda Woodland gave a brief report of the accounts payable for February 11, 2010.

Linda Woodland made a motion to approve the accounts payable for February 11, 2010 in the total amount of \$100,336.25 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Linda Woodland made a motion to approve the customer refunds for February 11, 2010 in the total amount of \$914.29 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes of January 26, 2010 workshop and January 28, 2010 regular meeting.

John Jackson, Sr. made a motion to approve the minutes from January 26, 2010 workshop with the following correction; Item 6 delete "as the District's representative". Linda Woodland seconded the motion. The motion carried unanimously.

Linda Woodland made a motion to approve the minutes from January 28, 2010 regular meeting with the following correction; Item 21 change "87:10" to "8:10". John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#6. Presentation by Roger Edwards regarding composting program in Golden Valley.

Roger Edwards with Golden Valley Property Owners reported he has been working for the past several years on a composting pilot project. Roger has worked with Washoe County Parks Department and Health Department regarding some of the compliance requirements. With the assistance of Commissioner Weber and Commissioner Jung he has received the approval from Washoe County Health Department to move forward with a composting pilot project. Roger reported the purpose of the composting pilot project is to reduce the amount of trash being taken to the landfill and reduce the amount of illegal dumping. The project will be run by several Golden Valley property owners on a volunteer basis. The location of the project will be at the Horseman's Park in Golden Valley. Washoe County Parks department are in support of the program and will allow for them to use portions of the park for the site. The site will be enclosed in a 12x60 privacy fence and open on weekends only. They are restricted by the Washoe County Health Department to what kind of trash they can accept and will be accepting materials such as manure, grass clippings, and other landscaping materials. Since it is a pilot project there is no fee to those who provide materials and in exchange they will receive free compost once it is ready for disbursement. Roger commented he knows several members of the Sun Valley community are interested in starting a compost program too, he would be more than happy to assist with the creation of a composting site in Sun Valley and eventually become partners to help make both sites a success.

Margaret Reinhardt inquired if his program is restricted to accepting yard clippings from Golden Valley residents only or is open to others.

Roger commented it is not restricted. It is open to anyone who needs to remove manure from their property and/or removal of landscaping materials. The City of

Sparks, City of Reno, and Keep Truckee Meadows Beautiful have all agreed to participate with the program as well.

Patricia Lancaster thanked Roger for his time sharing his program and offering to work with the Sun Valley Community building their own composting program.

Item#7. Presentation by Doug Maloy with RTC regarding future road improvements within Sun Valley.

Doug Maloy with Regional Transportation Commission and Bryan Gant with JACOBS Engineering both gave a presentation regarding the proposed Pyramid Highway US 395 Connection. The purpose of the presentation was to provide different options under consideration to alleviate existing and future traffic generated from growth in the Sparks, Spanish Springs and beyond. The proposed examples include Pyramid Highway improvements, interchange options, and east-west Pyramid to 395 connections. These proposed improvements and interchange options are still being studied at this time. The proposed Pyramid Highway US 395 Connection is designed to go through the south end of Sun Valley in the vicinity of Rampion Way and the intersection of Sun Valley Boulevard and Dandini Boulevard. The proposed project schedule; Develop and evaluate alternative 2009 – 2010, Draft environmental impact statements 2010 – 2011, Final environmental impact statements, Record of decision 2012, Construction start date 2018.

Margaret Reinhardt inquired if the new highway connection would alleviate congestion on Sun Valley Boulevard.

Grant reported the purpose of the new highway connection is to allow more access for commuters to travel between the different valleys and help with the commuters traveling from the north to the south. It is unclear how much congestion it would alleviate from the Sun Valley Boulevard.

Robert Fink suggested instead of impacting some of the residential areas, they should considering developing a road north of Sun Valley connecting to US 395.

Grant reported there is a separate project known as the Sun Valley Arterial that is currently under study.

Several board members and audience members expressed their concerns on the impacts to the 30+ residents, the modeling designs, and cost of the Pyramid Highway US 396 Connection.

Item#8. Public Relations review of Spring PipeLine Newsletter.

Darrin Price provided a draft outline of the spring PipeLine for review. Darrin commented any changes or corrections need to be submitted to Jennifer Merritt no later than February 18th.

Patricia Lancaster requested a small article encouraging the Sun Valley Community to get involved at upcoming Regional Transportation Commission Workshops regarding the proposed Pyramid Highway US 395 Connection.

Item#9. Discussion and motion to accept Ladera Ranch, LLC. donation of APN 502-700-05 as District property.

Darrin Price reported he recently met with Chris Judson with Silver Star Communities. Chris commented the Ladera Ranch project is still on hold at this time due to the economy. During the meeting Chris offered a 43.85 acre parcel to the District. This particular parcel is designated as open space. When the Ladera Ranch project was approved, this parcel would have a sewer easement on it and the sewer easement was going to be used as a walking trail. Silver Star Communities would like to donate this particular parcel to the District at no charge and debt free of any liens or unpaid taxes.

Stewart White reported a Preliminary Report was performed in early 2009. Stewart suggested getting an updated Title report showing that the property is free and clear of any unpaid taxes and liens. Stewart commented he would draft a Gift Agreement that would reflect the environment study that was performed and easements that exist on the property.

John Jackson, Sr. commented the installation of the pedestrian trail also known as the District's sewer easement, was going to be installed by the developer. John wants to make sure that the installation of pedestrian trail is still the responsibility of the developer if the District should accept the donation.

After some discussion Robert Fink made a motion to approve the donation of parcel 502-700-05, portion of the Ladera Ranch project, from Silver Star Communities subject to it being delivered free and clear of any unpaid taxes and liens, staff authorized to get an independent title report on the subject parcel, copies of any recorded easements, and authorize Stewart White to prepare a Gift Agreement and to do anything else as necessary. Linda Woodland seconded the motion. The motion carried unanimously.

Item#10. Discussion and motion to appoint Sun Valley GID representative and alternate for Nevada Public Agency Insurance Pool & Public Agency Compensation Trust.

Darrin Price reported the District needs to select a new representative for the Pool/Pact Board and an alternate. John Jackson, Sr. is the District's current alternate representative. The representative will become a member of the Pool/Pact Governing Board and would be required to attend board meetings, retreats, and other meetings and/or functions as needed.

Linda Woodland made a motion to appoint Margaret Reinhardt as the District's representative for the Pool/Pact Governing Board. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Robert Fink made a motion to appoint John Jackson, Sr. as the District's alternate representative for the Pool/Pact Governing Board. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#11. Discussion and motion to approve Sun Valley GID staff to attend Nevada Rural Water Conference.

Mike Ariztia requested permission to send District employees to the Nevada Rural Water Conference. The Conference is scheduled for March 9th through March 11th in

Reno at the Grand Sierra Resort. Mike commented this conference is a necessity because it offers up to date technology technical sessions, testing preparation, and also offers educational credits for the operators that are required each year to maintain their grade certifications.

Linda Woodland made a motion to approve District staff and any board members, to attend the Nevada Rural Water Conference. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#12. Discussion and possible motion regarding purchase of a wood chipper and using Beautification funds for part time labor.

Mike Ariztia commented he was requested by Patricia Lancaster to investigate the purchase of a wood chipper to help with clean ups. Mike reported he researched into several makes and models various sizes. A new heavy duty wood chipper cost between \$30,000 and \$40,000 dollars and used cost between \$10,000 and \$30,000 dollars. Mike reported he spoke with Jennifer Budge with Washoe County Parks department and she commented that Washoe County and the Sierra Fire currently share a wood chipper. Jennifer suggested a possible partnership between the District and Washoe County regarding the use of the County's wood chipper during clean up days hosted by the District. Mike commented not knowing how big of branches people want to get rid of or how many clean up days, a smaller chipper cost between \$8,000 and \$10,000 dollars.

Robert Fink inquired the interest of a wood chipper.

Patricia Lancaster commented she would like it to be a part of the District's beautification during clean up days. Patricia commented to help keep expense cost down, she directed staff to work with Washoe County to see if they would partner with the District and provide their chipper during clean up days.

Item#13. Discussion and possible motion to approve revised job descriptions for the General Manager, Public Works Director, and new Human Resource/Recreation/Office Lead position.

Darrin Price provided revised job descriptions that include the boards' comments from the January workshop, for the General Manager, Public Works Director, and the new office supervisor position.

Patricia Lancaster requested "Assist with processing of parcel and subdivision maps and related forms" be deleted from secondary responsibilities of the Customer Service Supervisor job description.

John Jackson, Sr. requested removal of the Customer Service Supervisor giving "advice" on District personnel policies, procedures, and documents. John would like the language of the minimum requirements to be consistent with other job descriptions and recommended including, "equivalent combinations of education and experience".

John Jackson, Sr. made a motion to approve revised job descriptions with tonight's additions for the General Manager, Public Works Director, and the Customer Service Supervisor. Linda Woodland seconded the motion. The motion carries unanimously.

Item#14. Discussion and motion regarding Sun Valley GID's Chain of Command.

Darrin Price reported he modified the Chain of Command to show the title change of the Office Manager to the Customer Service Supervisor/HR.

Patricia Lancaster inquired if the Billing Representative has any authority over the Accounting Specialist position.

Darrin reported the positions below the new Customer Service Supervisor, have no authority over each other.

Linda Woodland recommended putting the Accounting Specialist position above the Billing Representative since accounting is responsible for billing practices and to eliminate any confusion down the road.

Linda Woodland made a motion to approve the Sun Valley GID's Chain of Command as corrected. John Jackson, Sr. seconded the motion. The motion carried unanimously.

At 9:20 pm Darrin Price made a special request to have Rebecca Bruch to give a brief update on a claim.

Rebecca Bruch with Erickson, Thorpe & Swainston, Ltd. gave brief update on a claim that was filed by an ex-employee. The claim was negotiated and settled with a nuisance value of \$7,500 dollars. As part of the settle agreement, the ex-employee can not re-apply with the District in the future. Becky commented she never felt the District was at fault regarding this claim. Becky complimented Mike Ariztia and Darrin Price how they handled the situation with the employee, proper documentation, and following District procedure.

Item#15. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported Truckee Meadows Water Authority is proposing a water rate increase. The proposed rate increase to the District is 4.44% for usage less than 29Mgal per month and a 5.05% for usage greater than 29Mgal per month. Darrin reported he will attend the upcoming TMWA board meeting to oppose and/or negotiate the rate increase. Darrin will update at the next meeting. Darrin also reported staff met with Washoe County Code enforcement regarding the process of notifying them of illegal units. The meeting helped streamline the reporting process.

Item#16. Financial report by Bill Short.

Darrin Price reported in Bill's absence the Department of Taxation has completed its review of the District's audit report and NO violations of stature and regulations were noted.

Item#17. Legal report by Stewart White.

Stewart White reported he is working on the revised agreement between the District and Washoe County regarding the Sun Valley pool and parks.

Margaret Reinhardt requested Stewart to make sure to include her suggested exit clause.

Item#18. Field report by Mike Ariztia.

Mike Ariztia reported 5081 Prosser Way has been rented out. He recently met with a Florsheim Homes who recently purchased some of the lots in the Sun Mesa Phase I development. They have potential plans to purchase the remaining undeveloped lots in Phase I and II for development. Mike also reported the Washoe County sidewalk project on east 5th Ave. has started installing culverts. Mike will be attending a preconstruction meeting on February 18, 2010 for the LDS Church on east 4th Ave.

Item#19. Managers report by Darrin Price.

Darrin Price commented he attended the Washoe County Parks Commission meeting, before the Park Commission will approve the District's request, they would like to review the Agreement that Stewart is currently working on. The District has been rescheduled for March. Once the Park Commission approves the District's request, the District will formally go before the Washoe County Commission for final approval. Darrin provided an invite from NACO for an upcoming workshop regarding budget. The workshop is scheduled for February 22, 2010 at the Cooperative Extension facility. Darrin requested if any of the board members would like to attend to get with him so he could register them.

Margaret Reinhardt, Patricia Lancaster, and John Jackson, Sr. commented they would like to attend.

Item#20. Public Comments.

Garth Elliott commented he is working with Gary Schmidt trying to reduce property taxes for some property owners in Sun Valley. Garth also commented he is concerned with the upcoming budget cuts, that Sun Valley will be provided services on a reduced level.

Susan Severt reported there is a town hall meeting scheduled at the City of Reno on February 13, 2010 at 9 am.

Item#21. Board Comments.

None

Item#22. Future agenda items.

Patricia Lancaster requested to discuss the Sun Valley Community Garden at the next meeting.

Item#23. Adjournment.

Linda Woodland made a motion to adjourn the meeting 9:45 pm. John Jackson, Sr. seconded the motion. The motion carried unanimously.