



Sun Valley G.I.D. Board Meeting Minutes of February 25, 2010

Board Members Present:

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

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Jennifer Merritt	SVGID, Staff
Stewart White	SVGID, Legal
Bill Short	SVGID, CPA

Others Present:

Jerry Payne	Audience
Warren Brighton	Audience
Glenda Walls	Audience
Susan Severt	Audience
Joseph Barstow	Church of Nazarene
Fred Hillerby	Hillerby & Associates
Jennifer Budge	Washoe County Parks and Open Spaces
Ben Hutchins	Washoe County Department of Water Resources

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. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#2. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

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

None

Item#4. Discussion and motion of accounts payable for February 25, 2010.

Treasurer Linda Woodland gave a brief report of the accounts payable for February 25, 2010.

Linda Woodland made a motion to approve the accounts payable for February 25, 2010 in the total amount of \$128,418.22 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Linda Woodland made a motion to approve the customer refunds for February 25, 2010 in the total amount of \$1,140.31 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes of February 11, 2010 meeting.

Linda Woodland made a motion to approve the minutes from February 11, 2010 with the following correction; Item 9 add to the motion “and authorize Stewart White to do anything else as necessary”. Robert Fink seconded the motion. The motion carried unanimously.

Robert Fink requested all motions to be verbatim.

Item#6. Discussion and motion to approve Fred Hillerby with Hillerby & Associates Advocacy Service Agreement.

Fred Hillerby with Hillerby and Associates provided two proposals for consideration. The first proposal is an agreement between Sun Valley GID and Hillerby & Associates for advocacy services. The advocacy services would include; Meetings throughout the state with key legislators, Provide effective timely communications with the District’s Manager, Attend and participate in District Board meetings when requested, Liaison with staff and lobbyists from members of the Western Regional Water Commission and Northern Nevada Water Planning Commission, Assist as needed with setting the District’s legislative agenda, Fulltime lobbying presence at the Nevada Legislature during session, Attend appropriate Interim committee meetings of the legislature and educate the Committee members, Manage the District’s legislative package, Monitor all bills that would potentially impact the District, and Coordinate and assist with testimony and meet with legislators about bills impacting the District. The term of the agreement commences on February 1, 2010 and extends through December 31, 2011 at the rate of \$1,650.00 per month. The second proposal for advocacy services would include; Meetings throughout the state with key legislators, Provide effective timely communications with the District’s Manager, Attend and participate in District Board meetings when requested, Liaison with staff and lobbyists from members of the Western Regional Water Commission and Northern Nevada Water Planning Commission, Assist as needed with setting the District’s legislative agenda, Attend appropriate Interim committee meetings of the legislature and educate the Committee members. The term of the agreement commences on February 1, 2010 and extends through December 31, 2010 at the rate of \$1,000.00 per month.

Linda Woodland made a motion to approve proposal 1. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Fred also gave a brief update regarding the Special Legislative Session.

Item#7. Update regarding Sun Valley Pool repairs from the Community Development Block Grant.

Jennifer Budge with Washoe County Parks and Open Spaces gave a brief update regarding the repairs on the Sun Valley Pool using funds from the Community

Development Block Grant. Jennifer reported the repair plans are currently being reviewed by the Washoe County Health Department, once approved the repair work will go out to bid. Jennifer anticipates awarding the bid in the next two weeks with the completion of all repairs in May.

Patricia Lancaster inquired what major repairs are included under the grant and if other repairs will be needed that are not included under the grant.

Jennifer reported the major repairs include; Replacing the heater for both the large pool and small pool, installation of some solar elements on the roof, replacing some piping and pumps, and replacing some controllers and equipment. Jennifer reported the District will be responsible for the standard opening procedures, and Washoe County has agreed to assist the District with the start up. Other repairs will be needed in the future, but Washoe County is repairing the most important items before the District takes over ownership.

Robert Fink inquired about warranties.

Jennifer reported all warranties stay with the equipment.

Item#8. Discussion and possible motion regarding agreement between Sun Valley GID and Washoe County for the Sun Valley Pool and Parks.

Darrin Price reported the agreement that was provided by Stewart White is a current copy that includes both revisions by the District and the County. If the board approves the agreement, the next step is to take the agreement before the Washoe County Parks Commission for approval on March 9, 2010. Following the Parks Commission final approval from the Washoe County Commissioners.

Robert Fink made a motion to accept the proposal. Linda Woodland seconded the motion.

Under discussion John Jackson, Sr. had a concern regarding the agreement referring to the Sun Valley Community Park and its amenities. John recommended it to say Sun Valley Community Park, Pool, and its amenities.

Both Stewart White and Jennifer Budge commented the pool is covered under amenities. The definition of amenities covers all amenities such as the pool, Mary Hansen Center, Neighborhood Center, playground equipment, picnic table, soccer field, and everything else that is included with the Community Park.

Margaret Reinhardt thought the exit clause language in the agreement was not strong enough. Margaret commented she recommended part of the exit clause the District being able to transfer the parks back to Washoe County if the District could not afford them any more.

Stewart commented based on the provided transcripts from the November meeting, he incorporated if the County becomes more financially stable, the District may consider requesting funds from the County to assist with management and improvements of the parks.

Jennifer Budge commented she does not think the County would have a problem with adding additional language including, "should Sun Valley cease to exist, Sun Valley meaning Sun Valley GID, the parks shall revert back to County ownership."

After further discussion the motion carried unanimously.

Item#9. Discussion and motion to approve Recreation Fund Resolution.

Darrin Price reported the District needs to establish a new enterprise fund for the recreation account. The new fund will be entitled Recreation Fund and the purpose of the fund is to accurately account for the costs and expenses associated with the revenues received from the recreation fee.

Robert Fink made a motion to approve the resolution to establish an enterprise fund entitled Recreational Fund. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#10. Motion to approve an effective date for collection of new recreational fee.

Darrin Price reported the District has held off from charging the District customers the approved \$3.02 recreational fee until the District has received all of the approvals from Washoe County. Darrin commented he has investigated alternative funding, such as grants, to assist with the operation and maintenance. Most fund organizations don't award grants for operation and maintenance. Darrin requested to start charging the recreational fee as soon as possible and if for some reason the District does not receive the approval from the County as expected, the District will refund the customers. Darrin suggested March 4th as an effective date since it is the start of the District's next billing cycle.

The board members would like to see a message on the bills notifying the customers of the new recreation fee.

Robert Fink made a motion to start collection of the recreational fee commencing March 4th. Linda Woodland seconded the motion. The motion carried unanimously.

Item#11. Discussion and motion regarding Recreation Fund Senior, Disability and Low Income program.

Darrin Price reported the board had expressed at a prior meeting they would like to offer a hardship program, similar to the District's garbage hardship program, to assist seniors, those who are on disability or on low income. Darrin reported the current discount structure for garbage is a 20% discount to seniors 62 years of age and older provided by Waste Management, the District offers a 20% discount for those on low income and 100% discount for those on disability. The 20% discount would save a customer .60 cents, making their portion of the recreation fee \$2.42 per month.

John Jackson, Sr. inquired about an application for customers to fill out showing their hardship.

Darrin commented he would like to use the garbage hardship application and modify it as needed. It requests certain information that would require the applicant to provide the District proof of hardship.

Margaret Reinhardt made a motion to give seniors a 20% discount, low income 20%, and disabled 100% on the monthly recreational fee. Robert Fink seconded the motion. The motion carried unanimously.

Patricia Lancaster requested to add a message on the customer bills, customers can pay more to the Recreational Fund if they want.

Chairperson Patricia Lancaster requested a 5 minute break at 7:15 pm.

Item#12. Update on Washoe County's payment status for Interceptor Sliplining Project and proportionate share of "Fix and Finish" of TMWRF capacity.

Darrin Price gave an update regarding Washoe County's payment status. The District received a payment last year and anticipates another payment this year towards the County's past due balance.

Ben Hutchins with Washoe County Department of Water Resources commented he thought a payment arrangement was agreed upon last year via an Interim Sewer Agreement. Last year both District and County staff and their attorney's worked on a payment schedule for the County's portion of the Interceptor Sliplining project and share of the "Fix and Finish" of the TMWRF capacity. It is understood when the Interim agreement came before the District's board, it was not approved for various reasons. The County since then has made a payment and is requesting permission to reevaluate the 1983 Agreement. The 1983 Sewer Agreement shows the County is responsible for 26.67% of operation and maintenance of the interceptor. The 26.67% was a percent figure based on projected future development. Since 1983 the County has not used the full 26.67% and would like to pay based on actual flow. Ben reported the County would like to renegotiate with the District a lower capacity percentage since they are currently not, and don't foresee, using the full 26.67% capacity.

Robert Fink inquired if both parties agree on the total amount that is due.

Stewart White commented both parties are not in agreement on the total amount due. The 1983 Agreement between the District and Washoe County shows that the County wanted 26.67% capacity in the District's inceptor and that they are responsible for paying 26.67% of the operation and maintenance. Therefore the County should have to pay the full 26.67% whether they use it or not. The County's has a different interpretation of the agreement. County's opinion they would pay based on actual flow up to 26.67%. And now that they have determined they won't be using the full 26.67% capacity they want to continue to pay based on flow and give up capacity. Stewart reported Darrin and him need to meet again with the County's District Attorney and staff to review the 1983 Agreement so both parties can come to an agreement how it should be read.

Ben reported the County would like to pay its portion of the inceptor Sliplining project and "Fix and Finish" based on actual flow since they are billed quarterly for their use of the inceptor based on flows.

Darrin reported he has no problem with negotiating a new agreement, but for the work that has all ready been done on the inceptor and at the treatment plant, he fills the County should pay the 26.67% according to the agreement since it is their reserved capacity.

After some direction staff was directed to bring the 1983 Sewer Agreement back for review.

Item#13. Update on Truckee Meadows Water Authority's proposed water rate increase.

Darrin Price reported he attended the Truckee Meadows Water Authority's meeting when they passed the water rate increase. Darrin tried to request a across the board rate increase of 4.4% instead of the tiered rate increase, but they didn't honor it. The rate increase to the District is effective June 2010, 4.4% for usage less than 29 Mgal. per month and 5.05% for usage greater than 29 Mgal. per month. Darrin reported he will perform an analysis of the new rates and bring back for the board to review, to see how it will impact the District's current rates. Darrin anticipates a report for review by April.

Item#14. Discussion and motion to purchase postage software for District's billings.

Darrin Price reported in 2008 the District upgraded its bulk mail certification program through SmartSoft and it is getting ready to expire. The program produces reports required by the United States Postal Service. At the time of the upgrade in 2008 Springbrook also offered a bulk mail certification program that would support our billing program but it was a higher cost. Darrin reported the SmartSoft program functions correctly when producing reports, but it cannot properly update the District's customer database. With out these automatic updates it has created additional staff time spent manually updating the database and approximately \$1,200 in additional postage over the last year. Darrin requested permission to purchase a program offered by Springbrook that would provide automatic updates to the District's customer database and provided required reports for the United States Postal Service. The cost of cost of the Springbrook software is \$3,000 for a one-time license fee and \$1,495.00 for annual maintenance.

Linda Woodland made a motion to approve the Springbrook software for the mailings and the first \$3,000 it takes to get it started. Motion died for a lack of a second.

Audience member Warren Brighton commented he is familiar with business software's and offered to look into other companies that could offer similar software for the District.

Darrin commented staff recommends Springbrook since it is the District's current billing software and the database can be updated automatic. By purchasing software other than Springbrook it won't be compatible and perform the needed updates to the customer database.

John Jackson, Sr. commented he has never been in favor of Springbrook since they are not local. He would like to see more information on this item from local companies.

Darrin commented he would bring this item back and will try to arrange a conference call with a representative from Springbrook to help answer questions.

Item#15. Discussion and possible motion regarding the Sun Valley Community Garden.

Darrin Price provided an account summary of the balance available of donated funds for the Sun Valley Community Garden. Darrin commented if the Reno Optimist Club

would like to continue the Sun Valley Community Garden, staff has prepared a new lease agreement commencing on March 2010 and ending March 2011.

Linda Woodland reported she spoke with the Reno Optimist Club about possibly moving the garden to another location. The Reno Optimist Club likes the current location because it is more protected. Linda also reported the Reno Optimist Club has also offered to pay for the water.

Robert Fink made a motion to retain the garden with the Optimist Club paying the water and negotiate a new starting date for the new lease agreement. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#16. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported both the February and March meetings for the Northern Nevada Water Planning Commission and the Western Regional Water Commission have been canceled. Washoe County Commission has also canceled some March meetings too. Darrin reported he researched the top 100 richest grant foundations in Nevada and has not had much success. Speaking with the different grant foundations, they are all reporting they are low on funds and are not offering any grants at this time.

Item#17. Financial report by Bill Short.

None

Item#18. Legal report by Stewart White.

None

Item#19. Field report by Mike Ariztia.

None

Item#20. Managers report by Darrin Price.

Darrin Price provided a final draft copy of the Spring PipeLine Newsletter. Darrin also reported staff is starting to work on the 2010/2011 budget.

Item#21. Public Comments.

Susan Severt reported Siena Hotel and Casino will be holding a luncheon to celebrate International Women's Day on March 5th. Susan also reported February 27, 2010 is the Washoe County democratic caucus at Wooster High School.

Item#22. Board Comments.

Linda Woodland reported the Sun Valley Landowners is having a Craft Fair and Bake Sale February 27th from 10 am until 4 pm. Linda also reported she is having surgery on March 4th.

Item#23. Future agenda items.

Item#24. Adjournment.

John Jackson, Sr. made a motion to adjourn the meeting 8:30 pm. Linda Woodland seconded the motion. The motion carried unanimously.