



Sun Valley G.I.D. Board Meeting Minutes of January 09, 2014

Board Members Present:

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

Board Members Not Present:

Staff Present:

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

Others Present:

Vicky Maltman	Audience
Mrs. Brouchard	Audience

The meeting of the Sun Valley GID was called to order by Chair Sandra Ainsworth 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; Joseph Barstow, Garth Elliott, Sandra Ainsworth, Margaret Reinhardt, Susan Severt. A quorum was present.

Item#2. Pledge of Allegiance.

Led by Susan Severt

Item#3. Motion to approve agenda.

Margaret Reinhardt made a motion to approve the agenda. Susan Severt seconded the motion. The motion carried unanimously.

Item#4. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

Item#5. Election of officers.

Margaret Reinhardt recommended keeping the officers the same.

Sandra Ainsworth requested a vote on the individual positions and requested nominations for Chair.

Margaret Reinhardt nominated Sandra Ainsworth for Chair, the vote was unanimous.

Sandra requested nominations for Vice Chair.

Joseph Barstow nominated Trustee Severt for Vice Chair.

Margaret Reinhardt nominated Trustee Elliott due to the fact that he was elected and not appointed and would not put the Secretary or any other position on Trustee Severt.

Sandra called for a vote for Trustee Severt for Vice Chair. The vote passed by the following;
Yea; Joseph Barstow, Susan Severt, Sandra Ainsworth
Nay; Garth Elliott, Margaret Reinhardt

Sandra stated she miss-heard the vote and requested to reconsider voting again for Trustee Severt as Vice Chair. The vote did not pass by the following;
Yea; Joseph Barstow, Susan Severt
Nay; Garth Elliott, Margaret Reinhardt, Sandra Ainsworth

Sandra called for a vote for Trustee Elliott for Vice Chair. The vote passed by the following;
Yea; Garth Elliott, Margaret Reinhardt, Sandra Ainsworth
Nay; Joseph Barstow, Susan Severt

Sandra requested nominations for Secretary. There were no nominations for Secretary. Following no nominations for Secretary both Trustee Reinhardt and Trustee Elliott said they would accept the position if nominated.

Darrin Price stated the Chair and Vice Chair are not allowed to hold two positions. Only the Secretary and Treasurer can be held by one person.

Sandra requested nominations for Treasurer.

Margaret Reinhardt nominated Trustee Barstow for Treasurer. Trustee Barstow did not accept the nomination. Margaret nominated Trustee Severt for Treasurer. Trustee Severt did not accept the nomination based on the earlier comment made by Trustee Reinhardt not supporting Trustee Severt because she is an appointed Trustee and not an elected Trustee.

Sandra requested nominations for Secretary again.

Garth Elliott nominated Trustee Reinhardt for Secretary, the vote was unanimous.

Sandra requested nominations for Treasurer again.

Joseph Barstow nominated Trustee Severt for Treasurer. Trustee Severt respectfully declined the nomination. Trustee Reinhardt stated she would accept the position if nominated. Trustee Barstow stated he would continue as the Treasurer if nominated.

Margaret Reinhardt nominated Trustee Barstow for Treasurer, the vote was unanimous.

Item#6. Public comments for items not on the agenda.

Vicky Maltman commented the VFW Post took care of 20 families from the Sun Valley Elementary School that could not be taken care of during the holiday; the families were provided with food baskets. A lot of people inquired if the VFW Post were supplying turkeys, she informed them that the turkeys are provided by the Sun Valley Food Pantry and advised them to contact Joseph Barstow if they needed assistance with food.

Item#7. Trustee/Manager's announcements, request for information, and statements relating to items not on the agenda.

Garth Elliott stated the County Commissioners hired a new County Manager. He was surprised that they offered the new manager the same salary as the prior manager who held the position for many years. He expressed his disappointment with the Commissioners approving the same salary. He stated he heard a California press release regarding the State's finances. The California governor stated things are status quo, no increases for state employees' wages and the state also held back raises on state employees PERS. He also stated the Sun Valley property taxes have increased \$10K from last year; this is a good thing for property owners.

Item#8. Discussion and motion as to payables for December 26, 2013.

Treasurer Joseph Barstow gave a brief report of the accounts payable for December 26, 2013.

Joseph Barstow made a motion to approve the accounts payable for December 26, 2013 in the total amount of \$624,231.06 with discussion. Susan Severt seconded the motion. After discussion the motion carried unanimously.

Item#9. Discussion and motion as to customer refunds for December 30, 2013.

Treasurer Joseph Barstow gave a brief report of the customer refunds for December 30, 2013.

Joseph Barstow made a motion to approve the customer refunds for December 30, 2013 in the total amount of \$1,216.55 with discussion. Susan Severt seconded the motion. The motion carried unanimously.

Item#10. Discussion and motion as to payables and customer refunds for January 09, 2014.

Treasurer Joseph Barstow gave a brief report of the accounts payable and customer refunds for January 09, 2014.

Joseph Barstow made a motion to approve the accounts payable for January 09, 2014 in the total amount of \$60,526.66 with discussion. Margaret Reinhardt seconded the motion. After discussion the motion carried unanimously.

Joseph Barstow made a motion to approve the customer refunds for January 09, 2014 in the total amount of \$510.29 with discussion. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#11. Discussion and motion to approve minutes of December 12, 2013.

Susan Severt made a motion to approve the minutes of December 12, 2013 with the following correction; page 7 item 21 replace "eternally" with "eternity". Joseph Barstow seconded the motion. The motion carried unanimously.

Item#12. Discussion and direction to staff regarding draft Pipeline articles.

Darrin Price provided a draft copy of the pipeline for review. Articles include a message from the Chair, announcement of trustee board meetings, computer donations, Summit Christian Church donation, frozen pipes, CDBG sidewalk project, request for community service award nominations, volunteering in Sun Valley, tree and shrub pruning, and promotion of the senior program.

Margaret Reinhardt commented on the tree and shrub pruning article. The article is informative but would like the article to emphasize the pruning times. Pruning trees and shrubs at the wrong time of the year can be harmful to the plant.

Garth Elliott commented on the volunteer article. He thinks the article is sufficient this time, but would like to review the volunteer program before the next pipeline issue.

There were no public comments.

Margaret Reinhardt made a motion to approve the draft pipeline with comments noted. Joseph Barstow seconded the motion. The motion carried unanimously.

Item#13. Update regarding Truckee Meadows Water Authority phased rate increase.

Darrin Price gave a brief report regarding Truckee Meadows Water Authority "TMWA" approved water rate increase. TMWA's Board approved a water rate increase at their December 6, 2013 meeting. He explained that the District is billed in a tiered level. With the increase the District will receive the following increase based on tier level; 29M gal - no change, 1.37% rate increase for the second tier, and 3.38% rate increase for the third tier. The overall projected revenue increase for the District is \$14K annually. He stated that both he and Fred Schmidt, District representative on the Standing Advisory Committee, have both fought to keep rates stable or ask for only a minimal rate increase. Darrin stated he would like to have a detailed water rate study performed on the District that would include TMWA's rate increase to see where the District's water rates stand today.

Garth Elliott requested for clarification regarding a water rate study. He inquired if the study would be outsourced and performed by a professional and any proposal be presented to the board for approval.

Darrin responded prior studies have been done in house and by water consultants. For this particular study he would like to have a professional consultant perform the water rate study. He will provide a proposal request for approval at a future board meeting.

There were no public comments.

Item#14. Review and possible direction to staff regarding Personnel Manual section 11 "Trustees and Board Meetings".

Darrin Price stated Trustee Elliott requested information regarding the District's Personnel Manual specifically the section that covers Trustees and Board Meetings. Mr. Elliott requested discussion regarding Robert's Rules of Order. Darrin provided a copy of the Trustees and Board Meetings policy and copies of prior minutes when the Board approved the use of Robert's Rules of Order.

Garth Elliott stated his concern is; he had received comments from both the public and other board members that led him to believe there has been a change to how the Board does business in relationship with the General Manager. He wasn't able to get specifics just mainly a gut feeling with different people. He also commented after reviewing the Trustee and Board Meeting policy he noticed under Duties, Responsibilities, and Attendance; the five trustees shall express concern for and represent, the best interest of the District and the public. It does not say 30/70 or 40/60; it seems to be it is saying 50/50 that we should at all times not only keep the best interest of the District, but also our rate payers. He also stated there has been a question in the past, and the Board actually voted several years ago, about following Robert's Rules of Order. It is inherited that the Board automatically follow Robert's Rules of Order and that there doesn't have to be any vote or consensus, that it is automatic unless it violates or goes against the Open Meeting Law. There was quite a bit of discussion when the Board voted on Robert's Rule of Order because of what it would do to the meetings and the possible ramifications, but we have no choice.

Darrin responded what he understands is under 11.2A Mr. Elliott made a statement and the statement is for the Board itself regarding its diligence etc. and not specifically a change to the wording. He stated he had discussion with legal counsel regarding 11.5.1 on the language to section #3 in anticipation of what Mr. Elliott might want. Darrin proposed bringing this agenda item back to allow for counsel to draft proposed language regarding the adhering to the Robert's Rules of Order. He also stated there is nowhere in Robert's Rules of Order or in the District' that references the relationship with the Board and the General Manager. If Mr. Elliott has any specifics where he feels that Darrin has done something wrong, Darrin stated he would certainly like to know, so he can make any corrections.

Garth responded he wanted to correct Darrin. He never said that Darrin did anything wrong, he was made aware of a change. For instance, a public member or a rate payer had said, at one time during the hire/fire process the Board was much more involved than it is now. He doesn't know if that is true or not that he is only familiar with the last eight years pretty well. But, he doesn't see that trend developing or manifesting itself over the last eight years. Somebody said that they have noticed a change and he wanted to get to the bottom of it and see if indeed it was true. He wanted to see if the Board needed to do something, sharpen or enact something where the Board is more integral in the process if indeed something has happened.

Darrin responded he would like to address Mr. Elliott's concerns as a separate agenda item at the next meeting. He will make sure that there is discussion specifically regarding any personnel policy changes over the past years and also discuss how the District conducts its business related to the policies that Mr. Elliott is referring to.

Margaret Reinhardt inquired if the agenda item will be an action item.

Maddy Shipman responded the agenda item will be a direction to staff. Maddy also responded to the original inquiry regarding the use of Robert's Rules of Order. Every board and commission that she has worked with, their rules say they will abide by either Robert's Rules or Masons Manual. In her experience none of the boards follow either one completely. She has always recommended to the various boards that she has worked for, not to include in their policies as an absolute, but use it as a guide. She believes Robert's Rules can be a guide for the District in the situation if there was a question concerning a procedure. She recommended bringing back this particular agenda item and proposed revising the District's personnel manual section 11 regarding Trustees and Board Meetings to include; Robert's Rules of Order will be used as a guide".

There were no public comments.

Item#15. Discussion and motion to approve a not to exceed amount of \$10,000 for asbestos abatement for the concession building located at Gepford Park.

Darrin Price reported during the environmental study of the concession building at Gepford Park there was asbestos found. The abatement of the asbestos has to be removed prior to demolition of the building. There are only a few local companies that are licensed for asbestos abatement. He stated he received two quotes and the lowest quote is in the amount of \$8,866.00. He is concerned spending the grant funds on the abatement because it takes away from the fund allocated to the building. After some investigation he was made aware of a Park Tax that was collected by Washoe County from new development in Sun Valley. Therefore, the Park Tax that was collected for Sun Valley development can only be used towards new park buildings and park equipment at Sun Valley parks. He spoke with Washoe County staff and requested to use a portion of these taxes for the abatement and they said yes. Washoe County suggested having abatement invoice addressed and sent to them directly and they will pay for the abatement using

the Park Tax funds. In the interest of time he was hoping to get approval from the District Board for approval for a not exceed amount of \$10,000.00 and then be reimbursed by Washoe County for the abatement in case there was a delay in the abatement company revising their quote to Washoe County.

Garth Elliott had concerns approving a not to exceed amount for something that wasn't budgeted for even though it is necessary. He recommends the funds come from somewhere else or cut something else from the District's budget in order to pay for the abatement.

Margaret Reinhardt thinks Mr. Elliott misunderstood Darrin's request. The funds that Darrin is requesting are there and the District has the right to use a portion of the Park Tax. She inquired if there is a chance that Washoe County will deny the District's request to use a portion of the Park Tax funds.

Darrin responded based on his conversations with Washoe County staff he is confident that the request will not be denied. And to be clear those funds can only be spent in Sun Valley, they cannot be spent anywhere else.

Margaret stated she recalled the Park Tax discussion back when the District was considering taking over the parks from Washoe County.

There were no public comments.

Margaret Reinhardt made a motion to approve staffs request. Garth Elliott seconded the motion.

During discussion Susan Severt stated she agrees with Margaret's comments. She would hate for something to happen in the next couple of weeks and the project gets delayed again because there is no money to pay for the abatement. She stated the Park Tax belongs to Sun Valley. She had several conversations with the District and Washoe County to make sure those reserved funds stay with Sun Valley when the District took over the parks.

The motion carried unanimously.

Item#16. Financial report by William Short.

None

Item#17. Legal report by Maddy Shipman.

Maddy Shipman wished everyone a Merry Christmas and a Happy New year since she was absent from the December board meeting.

Item#18. Field report by Mike Ariztia.

Mike Ariztia reported on the following items;

- There have been minimal issues related to the cold weather. Majority of the frozen pipe calls have tapered off.
- The Neighborhood Center received a large amount of graffiti during the winter break. Staff attended to the abatement in a timely fashion.
- He attended a NDOT meeting regarding upgrades to the McCarran and Pyramid intersection project. The District's wastewater inceptor is located in the intersection and at this time it appears that there will be no impacts to the District's facilities other than raising some manholes.

Item#19. Manager's report by Darrin Price.

Darrin Price reported on the following items;

- He attended the December 17, 2013 Washoe County Commissioners meeting. During the discussion for approval of the project list for the Community Development Block Grant; several elected officials sent in letters of support for the sidewalk project. The sidewalk project was ranked #1 after the Community Service Agency withdrew their project that also benefited Sun Valley and endorsed the District's project. He stated he, Gabriel Enfield and Clara Lawson from Washoe County have been looking for other funding sources to assist with the sidewalk project. Recently at the RTC Technical Advisory Board they approved a recommendation to use \$200,000.00 from their tap funds to assist with the sidewalk project. A formal approval from the RTC Board is needed.
- He received a copy of the Washoe County approved Recreation Master Plan for Sun Valley. This master plan will save the District thousands of dollars from having to hire a consultant to prepare one for the District.
- He met with Washoe County Manager John Slaughter and he agreed to attend the next Board meeting to give an update.
- Washoe County is going to consider abolishing the comptroller position and reassign the financial responsibilities to the County Manager so he can have oversight of the County's budget.

Item#20. Public Comments.

Vicky Maltman commented while driving by Gepford Park she notice graffiti on the trash cans and requested that they get cleaned up. She also commented on one of Darrin's reports regarding the asbestos abatement. Considering how old the concession building is at Gepford Park, everyone should have known there was going to be asbestos and was surprised lead paint wasn't detected. She is glad to hear that Washoe County has additional funding for the asbestos abatement so it does not affect the Sun Valley rate payers. She commented she is thankful she did not have to deal with frozen pipes during the cold weather. She inquired what kind of work was being performed on Lupin Dr. in the Ditch.

Mike Ariztia responded the District made repairs to a service line.

Joseph Barstow gave a brief update of the Sun Valley Food Pantry. The Wish Tree program was a big success. Presents were distributed to approximately 230 Sun Valley children. He was disappointed that the program was not picked up by the media. The Food Pantry was able to pass out chicken, turkey, and lamb for Christmas. He also inquired how to safely remove a frozen meter lid.

Mike responded most of the time you can tap on the top of the lid with a screwdriver to knock off the ice. In extreme cases staff has used handheld propane torches to heat the edges to help lift up the lid.

Joseph inquired if the District charges customers for meter lids if they are broken by the customer.

Sandra Ainsworth requested that Joseph speak with Mike after the meeting to continue the discussion since the Board is currently on public comments.

Ms. Brouchard with Nevada Trends commented on the RGJ article submitted by Susan Lynn regarding Washoe County consideration to purchase a large amount of water rights. A consultant was hired to do an appraisal on the water rights. The appraisal report will be reviewed by the

Washoe County Commissioners January 14, 2014 during their board meeting. She stated it is water they don't need. For more information on the topic it can be seen at NVTrends.com.

Vicky Maltman asked an additional question regarding Darrin's report on the CDBG sidewalk project. If the District was able to receive the additional funding from RTC for the sidewalk project, could the sidewalk be extended more than what was originally proposed.

Darrin Price responded if RTC approves the additional funding towards the sidewalk project it would be consider a match and reduce the amount of funding that is actually being requested by the State Community Development Block Grant Committee. The CDBG Committee likes projects that have matches or other funding resources.

Item#21. Board Comments.

Margaret Reinhardt stated she would like to nominate the Summit Christian Church to receive a Sun Valley Community Service Award for their generous donation to the Sun Valley parks.

Susan Severt thanked staff for the quick abatement of graffiti at the Sun Valley Community Park.

Joseph Barstow thanked Darrin for saving the District funding and finding additional funding to be used for the asbestos abatement at Gepford Park.

Sandra Ainsworth concurred with Joseph's comment.

Garth Elliott commented he was very impressed how quickly Western Nevada Supply came out to paint their storage container that had graffiti on it. He stated Judge Susan Deriso stepped down and hopes that the replacement Judge is equally responsive of the needs of Sun Valley. He reminded the Trustees that their financials are due on January 15, 2014 with the State. He is continuing to work with Washoe County Code Enforcer Mr. Bracey regarding the vendors setting up on the corner of East Gepford Pkwy. and Sun Valley Blvd. He also stated that he and Vicky Maltman met with Washoe County Lieutenant Meyer's regarding the Sherriff's attitude towards Sun Valley residents. Mr. Meyer's reported Washoe County Sherriff's are not signally out Sun Valley, they are required to call in anyone that is stopped for whatever reason. Mr. Meyer's welcomed any feedback if someone felt that they were mistreated by any of the Washoe County Sheriff staff. Garth stated he has lived in Sun Valley for 40 years and he has seen a huge change in the way Washoe County Sherriff's treat individuals.

Item#22. Future Agenda Items.

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

- Review of the District's lien process – possible first meeting in February
- Fred Hillerby's Lobbyist Agreement renewal
- Nancy Eklof's Public Relations Agreement renewal
- Update from Washoe County Manager
- Washoe County Citizen Advisory Board update
- Final draft of the District's winter newsletter
- Request to attend the CA-NV AWWA spring conference
- Possible approval of the District's Boundary Map used by the Washoe County Registrar of Voters for upcoming elections.
- Possible request to purchase sewer video equipment
- Consideration to reschedule the District's February 13, 2014 board meeting to accommodate RTC Public workshop at the Sun Valley Neighborhood Center.
- Fire hydrant update

- Revisions to District's Personnel Manual section 11 regarding use of Robert's Rules of Order
- Review of District's Personnel Manual regarding Board involvement with hire/fire process

Garth Elliott requested discussion regarding the District's Volunteer Program to see if it is on track and see how to get more awareness of the program. (Mr. Elliott requested for discussion as soon as possible; anytime before spring)

Joseph Barstow requested a report regarding what it takes to be an official part of the District Board and who can hold office and who can't.

Item#23. Adjournment.

Margaret Reinhardt made a motion to adjourn at 7:37 pm. Garth Elliott seconded the motion. The motion carried unanimously.