



## Sun Valley G.I.D. Board Meeting Minutes of January 12, 2012

### **Board Members Present:**

Margaret Reinhardt	Chairperson
Linda Woodland	Vice-Chair
Sandra Ainsworth	Secretary
Garth Elliott	Treasurer
Robert Fink	Trustee

### **Board Members Not Present:**

### **Staff Present:**

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Field Supervisor
Jennifer Merritt	SVGID, Staff
Stewart White	SVGID, Legal
Bill Short	SVGID, CPA
Carol Bratcher	SVGID, Accountant

### **Others Present:**

Vicky Maltman	Audience
Susan Severt	Audience
Marge Cutler	Audience
Sher Faenger	Audience
Glenda Walls	Audience
Scott Freeman	Attorney
Kitty Jung	Commissioner, Washoe County
Chris Gonfiantini	Alpine Insurance
Joseph Barstow	Pastor, H.O.P.E. Church
Nancy Eklof	Nancy Eklof Public Relations, Etc.

**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, Linda Woodland, Margaret Reinhardt, Sandra Ainsworth, Garth Elliott. A quorum was present.

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

#### **Item#3. Motion to approve agenda**

*Linda Woodland made a motion to approve the agenda. Robert Fink 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 requested nominations to elect officers.

*Linda Woodland made a motion to nominate Margaret Reinhardt for Chairperson. Sandra Ainsworth seconded the motion. The motion carried unanimously.*

*Margaret Reinhardt made a motion to nominate Linda Woodland for Vice-Chair. Sandy Ainsworth seconded the motion. The motion carried by the following;  
Yea: Robert Fink, Linda Woodland, Margaret Reinhardt, Sandra Ainsworth  
Nay: Garth Elliott, Garth wanted to nominate Robert Fink*

*Robert Fink made a motion to nominate Sandra Ainsworth for Secretary. Linda Woodland seconded the motion. The motion carried unanimously.*

*Robert Fink made a motion to nominate Garth Elliott for Treasurer. Linda Woodland seconded the motion. The motion carried unanimously.*

**Item# 6. Public Comments for items not on the agenda.**

Attorney Scott Freeman announced his candidacy for District County Judge Dept. 9. With his background and experience he feels he has a lot to offer as a judge.

Vicky Maltman commented there is a welcoming home celebration Sunday January 15, 2012 for the Air National Guard.

Pastor Joseph Barstow gave a brief update on the Wish Tree. The Sun Valley Food Pantry and the H.O.P.E. Church will be recognizing several people and organizations Sunday January 15, 2012 at 11 am during an award service. Some of the award recipients include the Sun Valley GID, Commissioner Weber and Commissioner Jung, Assemblywoman Debbie Smith, Winco Foods, Hobeys's Casino, LDS Church, and the Sun Valley Community. He thanked the District and staff for all of their help with the Wish Tree. Joseph also commented he has seen an increase in the number of recipients for the Sun Valley Food Pantry. During the summer and fall months the Sun Valley Food Pantry was serving 98 recipients and this past month there was a total of 175 recipients. This number is down from last year's number of 256 recipients. With the recent food donations he is able to provide food to the recipients. The Sun Valley Food Pantry is also partnering with St. Vincent's for a grant to be used for additional food products.

Susan Severt commented the Red Hill report is being completed at this time and it should be available in the next few months. The National Park Service 2012 grant program has selected the Red Hill once again as one of their community projects.

**Item#7. Board Comments.**

Robert Fink wanted to acknowledge that Washoe County raised the grates on 7<sup>th</sup> Ave and brought them up to street level.

Margaret Reinhardt shared a thank you card received from Jennifer Budge with Washoe County Parks Department and a thank you comment from a District customer.

Garth Elliott commented he enjoyed the District's Christmas potluck lunch it was nice getting a chance to talk with everyone.

**Item#8. Commissioner Kitty Jung reporting on redistricting and other Washoe County business.**

Darrin Price thanked Commissioner Jung for attending the District's meeting and also thanked her and other Washoe County Commissioners and employees for their involvement with the 2011 Wish Tree.

Commissioner Jung reported she is now the majority Commissioner for the Sun Valley area. Her territory starts in the southern portion of Sun Valley and stops on the south side of 7<sup>th</sup> Ave and west of Klondike, Lupin, 1<sup>st</sup> Ave, Leon and Wall Canyon. She commented she has a lot of ideas for Sun Valley and looks forward to working with the District and future opportunities for Sun Valley.

Commissioner Jung thanked Darrin Price for his support and assisting with the Wish Tree program. She also commented in addition to the Wish Tree program she partnered with Assemblywoman Debbie Smith and purchased hams for the Food Pantry.

Garth Elliott commented on the county employees salaries and also asked Commissioner Jung to consider the impact on lower income families before considering raising anymore taxes.

Commissioner Jung commented the County is bound by State law to bargain collectively with the County's eight different unions, the Commissioners can not just force a pay cut. Washoe County employees have taken four pay cuts voluntarily, but they no longer are willing to take additional pay cuts. Commissioner Jung is against going back to the employees and cutting departments it is going to start affecting the services that Washoe County is required to provide. She thinks that the County needs to start raising revenues to help balance the County's budget.

Darrin Price inquired about the efficiencies of the consolidation of various County departments.

Commissioner Jung commented the County has approved establishing a new department that would be called "The Department of Community Services". The new department would be the consolidation of the County's Public Works Department, Water Resources, Community Development, Building and Safety and Regional Parks and Open Space. It was approved that Rosemary Menard will be interim Director for the new department. Commissioner Jung thinks this new department will be very efficient for the County.

The Board of Trustees thanked Commissioner Jung for her update and looks forward to working with her.

**Item#9. Motion to approve District's 2012 Board Meeting Schedule.**

Darrin Price provided a copy of the District's 2012 board meeting schedule. The District board meetings are scheduled every 2<sup>nd</sup> and 4<sup>th</sup> Thursday each month at 6pm with the exception of November and December when the District only meets on the 2<sup>nd</sup> Thursday of the month.

*Linda Woodland made a motion to approve the District's 2012 board meeting schedule as submitted. Garth Elliott seconded the motion.*

During discussion Robert Fink commented he thinks the District should have two meetings in November and December since the trustees get paid to attend two meetings a month. Robert suggested the trustees give up half of their salary if they only want to attend one meeting a month.

Darrin Price commented some years the District has had two meetings in November it all depends on District's business at that time. He also reminded the board that the District holds additional meetings through out the year as needed.

Mr. Fink does not think that extra meetings should be considered as make up meetings for November and December.

*After some discussion the motion carried as follows;*

*Yea: Linda Woodland, Margaret Reinhardt, Sandra Ainsworth, Garth Elliott*

*Nay: Robert Fink*

**Item#10. Discussion and motion to approve payables and customer refunds for December 22, 2011.**

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for December 22, 2011.

*Garth Elliott made a motion to approve the accounts payable for December 22, 2011 in the total amount of \$620,178.50 and customer refunds for December 22, 2011 in the amount of \$1,243.99. Linda Woodland seconded the motion. After some discussion the motion carried unanimously.*

**Item#11. Discussion and motion to approve payables and customer refunds for January 12, 2012.**

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for January 12, 2012.

*Garth Elliott made a motion to approve the customer refunds for January 12, 2012 in the total of \$1,487.41. Linda Woodland seconded the motion. The motion carried unanimously.*

*Garth Elliott made a motion to approve the accounts payable for January 12, 2012 in the total amount of \$142,374.03. Linda Woodland seconded the motion. After some discussion the motion carried unanimously.*

**Item#12. Discussion and motion of minutes from December 08, 2011.**

*Linda Woodland made a motion to approve the minutes of December 08, 2011. Robert Fink seconded the motion. The motion carried unanimously.*

**Item#13. Discussion and motion to approve winter pipeline newsletter.**

Darrin Price provided a final draft copy of the Winter Pipeline for review, articles include; recap of the Veteran's Day Celebration and the Wish Tree program, Employee Spotlight, Weatherization Tips, Winter Sewer Usage Evaluation process, Utility Host Award and the District 2012 board meeting schedule.

Nancy Eklof reported she really owes a lot to the media and the Sun Valley community for the success of the Wish Tree. She commented it was very challenging trying to get the word out about the Wish Tree with all of the other Christmas programs that were going on at the same time.

Margaret Reinhardt pointed out a correction in the Utility Host Award article.

*Linda Woodland made a motion to approve the Winter Pipeline with the one correction to the Utility Host Award article. Robert Fink seconded the motion. The motion carried unanimously.*

Garth Elliott requested an article regarding volunteering for the next newsletter.

**Item#14. Discussion and motion to approve Nancy Eklof with Nancy Eklof Public Relations, Etc. Service Agreement.**

Darrin Price provided a copy of Nancy Eklof Public Relations, Etc. Service Agreement. The agreement is for January – December 2012. Her annual fee is \$14,400 and her rate is the same as last year. Darrin commented that Nancy’s networking has proven to be valuable and he is pleased with her performance.

Nancy Eklof reported she has started meeting with District staff on a monthly basis to discuss possible marketing and any public relations related items. These meetings allows her to assist the District as needed and allows her to keep the media informed of all the events that are taking place in Sun Valley.

Garth Elliott commented he has nothing against Nancy Eklof but he has concerns spending \$14,400 annually for a publicist. He was hoping with the implementation of the District’s website that those fees would go down.

Linda Woodland commented the fees for Nancy may seem a little high to some people, but she has not raised her fees in years. She also thinks that any other publicist would have requested for an increase in service fees.

*After some discussion Robert Fink made a motion to approve Nancy Eklof Public Relations, Etc. Service Agreement. Linda Woodland seconded the motion. The motion carried by the following; Yea: Robert Fink, Linda Woodland, Margaret Reinhardt, Sandra Ainsworth  
Nay: Garth Elliott*

**Item#15. Discussion and motion to approve renewal of District’s Workers Compensation Policy.**

Darrin Price provided a copy of the Alpine Insurance renewal policy for the District’s Workers Compensation. The total estimated annual premium is \$13,871.00. This policy covers all District employees’ office, field, lifeguards and trustees.

Chris Gonfiantini reported the District’s premiums had a minimal savings this year. Chris commented at the end of this year he would like to apply with NCCI to get the District an experience mod and hope to provide the District with additional savings next year.

*Robert Fink made a motion to renew the District’s Worker’s Compensation policy with Alpine Insurance. Linda Woodland seconded the motion. The motion carried unanimously.*

**Item#16. Discussion and possible direction regarding the possible closer of the Sun Valley Post Office.**

Darrin Price commented the last update that he heard regarding the possible closure of the Sun Valley Post Office that it has been put on hold at this time.

Susan Severt reported that Congress has asked for the closure of various Post Offices to be put on hold while they review six new bills regarding fixing some of the funding issues related to the Postal Service. At this time it will cost them more money to close Post Offices than to keep them open. Susan encouraged everyone to contact their State representatives to tell them your opinion regarding the possible closures.

Sher Faenger inquired if the District could provide an article in a monthly newsletter regarding the possible closure and direct people where they can go or what they can do to help stop the closure of the Sun Valley Post Office.

Margaret Reinhardt commented the District doesn't have a monthly newsletter only a quarterly newsletter.

Susan Severt suggested the District provide links on the District's website to help direct individuals to the proper representatives regarding the closure of the Sun Valley Post Office.

Darrin commented he has no problem with staff providing links on the website, he requested direction from the Board on how they would like to proceed.

Robert Fink inquired with Stewart White if there would be any problems offering links on the District's website.

Stewart White commented he does not think there would be any issue providing links to State Representatives on the District's website. He recommended putting together a small article for the website regarding the possible closure and invite readers to visit the links page.

*Robert Fink made a motion to direct staff to add an article for the District's website and include links to State Representatives. Linda Woodland seconded the motion. The motion carried unanimously.*

**Item#17. Discussion and motion to approve Sun Valley General Improvement District's Radon Proclamation.**

Darrin Price commented each year the District has proclaimed the month of January as Radon Action Month. The District helps promote the Radon program ran by the University of Nevada Cooperative Extension by providing Radon brochures in the District lobby and answer any questions from customers.

*Linda Woodland made a motion to approve the Radon Proclamation to proclaim January 2012 as Nation Radon Action Month. Sandra Ainsworth seconded the motion. The motion carried unanimously.*

**Item#18. Explanation of Ad Valorem Tax structure regarding the District's recreation.**

Bill Short gave a brief history of the Ad Valorem Tax. In the 1980's the District received a portion of the Ad Valorem Tax from the County and also received a Grant and Aid from the County. The District started receiving \$25,000 annually from a Grant and Aid from the County, the Grant and Aid was based on the assessed evaluation and it increased annually. The County capped the Grant and Aid when it reached \$71,225 annually. In 2004 the County decided the District was no longer going to receive the Grant and Aid from the County. In 1997 the County consolidated six different taxes, Ad Valorem Tax being one of them that was consolidated. Bill reported today the District receives a portion of the County's Ad Valorem Tax, the amount the District receives varies because it is based on assessed evaluation. The District also receives a Supplemental City County Relief Tax (SCCRT) this tax has two parts to it. The first part of the SCCRT pays a maximum amount of \$131,944 annually; this amount is set by statue. The second part of the SCCRT is a portion of the State Sale Tax that is collected and the District receives \$20,000 to \$30,000 annually.

Darrin Price commented Ad Valorem means adding value. The District was formed because there was a need within Washoe County for community services. Since the County is not fulfilling that need, they share a portion of the Ad Valorem to that particular entity such as the District, to help pay for some of the operation and maintenance. The Ad Valorem and SCCRT is part of the District's Acquisition Fund.

**Item#19. Reno Bighorns fundraising pilot program update.**

Darrin Price reported the Sun Valley Night fundraiser is January 20, 2012 at the Reno Bighorns. District staff has purchased 60 tickets with the money donated by Robert Fink. The tickets were distributed between the four elementary schools in Sun Valley. Darrin reported that Hobey's donated \$450 towards the fundraiser. He also commented that the District is holding a raffle as part of the fundraiser. Raffle items include a Kindle Fire, Dinner and Movie basket, and a NBA basketball signed by the Reno Bighorns players. The drawing will be held during the January 20, 2012 basketball game.

**Item#20. Discussion and motion to approve Washoe County Registrar of Voters using the District's Board Room and Neighborhood Center for polling locations for the Primary Election June 12, 2012 and the General Election November 06, 2012.**

Darrin Price reported the District has been asked by Washoe County Registrar of Voters for the use of the District's Board Room and the Sun Valley Neighborhood Center as polling locations for the 2012 Primary and General Elections. The District has participated as a polling location for past elections and he would recommend approval without cost.

*Linda Woodland made a motion to approve Washoe County Registrar of Voters to use District facilities at no cost for the 2012 Primary and General Election. Sandra Ainsworth seconded the motion. The motion carried unanimously.*

**Item#21. Discussion and motion to close the District office January 27, 2012 for computer billing software upgrade.**

Darrin Price reported the District needs to upgrade its utility software through Springbrook. Springbrook will only perform the upgrade on a weekday. After the upgrade is completed District staff, Muriel Gaynor and Carol Bratcher, will need to perform system checks and preview reports on Friday and Saturday to ensure the upgrade was successful. Darrin reported during the upgrade staff will not be able to use its utility software which enables staff to perform any customer queries, process payments, etc. Darrin requested to close the office Friday January 27, 2012 to accommodate the upgrade. This will allow for the weekday to perform the upgrade and two additional days for staff to test the upgraded software.

Darrin commented if the request to close the office for one day is approved, he recommends changing the business hours January 23<sup>rd</sup> through January 26<sup>th</sup> from 8:00 am – 5:00 pm to 6:30 am – 5:00 pm to accommodate normal business functions and employees' standard work week. Employees will have a reduced lunch hour to 30 minutes.

Robert Fink commented after meeting with Carol regarding the upgrade he has a better understanding of the need for the upgrade.

Margaret Reinhardt also agreed the District needs to upgrade its billing software. She inquired if the need of the schedule change is to accommodate the 40 hour work schedule for employees and if there was really a need for the additional hours.

Darrin commented he was accommodating the employees 40 hour work schedule. He assures that all of the employees will have work to perform during the additional hours.

*After some discussion Linda Woodland made a motion to close the District office January 27, 2012 for upgrading the District's utility software and to change the work schedule to 7:00 am – 5:30 pm with a 30 minute lunch January 23<sup>d</sup> through January 26<sup>th</sup>. Garth Elliott seconded the motion. The motion carried by the following;*

*Yea: Linda Woodland, Margaret Reinhardt, Sandra Ainsworth, Garth Elliott  
Nay: Robert Fink*

**Item#22. Financial report by Bill Short.**

Bill Short reported he received the 2012 budget schedule and important dates to note are; the District's tentative budget needs to be approved by April 16, 2012 and the final budget by May 17, 2012.

**Item#23. Legal report by Stewart White.**

Stewart White reported he sent a letter to Skip Roggenbuhl regarding the 8 acre feet of bad water rights. Stewart had offered some solutions to resolve the issue and he will report back more at the next meeting. Stewart also reported that he has contacted Washoe County Department of Water Resources regarding the proposed amended Sewer Agreement regarding capacity.

**Item#24. Field report by Jon Combs.**

Jon Combs reported on the following;

- He and Mike went to Sacramento to bid on the backhoe, but the bidding went over than what they were approved to spend. They will continue to look for a used backhoe for the District.
- All contracts have been signed and a Notice to Proceed has been issued to Peavine Construction for the 2<sup>nd</sup> Ave. Pressure Reducing Vault capital improvement project. A pre-construction meeting will take place in the next few weeks.
- The District has started watering all of the parks due to the warm temperatures. Staff turns on the irrigation systems every morning and then drains the systems at the end of the day to prevent pipes from freezing.
- Field staff has started installing the new FlexNet meters for cycle 3. Next year staff will install the last set of new meters to complete the change out.
- Nevada Department of Transportation (NDOT) has schedule the milling and overlaying of Sun Valley Blvd. it will take place during the months of June and July 2012.

Robert Fink suggested NDOT giving the milled asphalt to Washoe County to use on dirt roads in Sun Valley.

**Item#25. Managers report by Darrin Price.**

Darrin Price reported on the following;

- Washoe County Commission elected their officers and Commissioner Larkin is Chair and Commissioner Weber is Vice-Chair.
- Family Resource Center was given some funds to help pay towards utility bills. The Family Resource Center contacted the District for assistance to see if we knew of any customers that needed some help. The Billing Representative provided a list of customers for consideration. Darrin provided a letter that the District received from one of the individuals that were selected and had her bill paid. She was very grateful because her family has been struggling with medical bills.



- Regional Transportation Commission will be holding another public workshop January 31, 2012 from 4:30 pm until 7:30 pm regarding the proposed Pyramid Hwy/US 395 connection project. The workshop will be held at the Truckee Meadows Community College in the Sierra Bldg. room 108.
- Darrin thanked the Washoe County Commissioners, Nancy Eklof and District staff for all their hard work with the Wish Tree program.
- Darrin attended the Highland Ranch Homeowners Association meeting, and they are interested in partnering with the District regarding graffiti removal at Highland Ranch Park. He will be attending the Juniper Heights Homeowners Association meeting to see if they too want to partner with the District regarding graffiti removal at Gepford Park.
- The Community Development Block Grant will be reviewed by the State this month and he plans on attending that meeting. He will request Commissioner Jung to attend the meeting with him.
- Provided a copy of the Decembers Customer Statistics Report for review.
- Provided a copy of a RGJ article "Winner Column" where the District was mentioned for its support for the Wish Tree.

**Item#26. Public Comments.**

Vicky Maltman commented Commissioner Weber recruited her club to participate with Wish Tree program.

Sher Faenger thanked the board and staff for their assistance and she also complimented District's Customer Service Department. The Customer Service Department was very helpful and was willing to work with her when she was injured.

**Item#27. Board Comments.**

Garth Elliott commented he is happy that Commissioner Jung is the District's representative. He also commented he has a different opinion than Commissioner Jung regarding how Washoe County can reduce expenses.

**Item#28. Future agenda items.**

Darrin commented the economic presentation has been rescheduled for February.

**Item#29. Adjournment.**

*Robert Fink made a motion to adjourn at 8:05 pm. Linda Woodland seconded the motion. The motion carried unanimously.*