



Sun Valley G.I.D. Board Meeting Minutes of January 26, 2012

Board Members Present:

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

Board Members Not Present:

Sandra Ainsworth	Secretary
------------------	-----------

Staff Present:

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

Others Present:

Susan Severt	Audience
Warren Brighton	Chair, Sun Valley Citizens Advisory Board
Joseph Barstow	Pastor, H.O.P.E. Church
Christi Cakiroglu	Keep Truckee Meadows Beautiful

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, 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. Public Comments for items not on the agenda.

Warren Brighton, Chair of the Sun Valley Citizens Advisory Board announced the final plan for the new Fire District that includes all un-incorporated Washoe County areas, will be considered by the Board of County Commissioners in June 2012.

Item#6. Board Comments.

Robert Fink commented on a news article regarding natural gas being used as an alternative fuel for cars and trucks.

Item#7. Discussion and motion to approve payables and customer refunds for January 26, 2012.

Vice-Chair Linda Woodland gave a brief report of the accounts payable and customer refunds for January 12, 2012.

Linda Woodland made a motion to approve the accounts payable for January 12, 2012 in the total amount of \$103,471.89 and customer refunds for January 26, 2012 in the amount of \$503.09. Margaret Reinhardt seconded the motion. After some discussion the motion carried unanimously.

At 6:10 pm Garth Elliott arrived

Item#8. Discussion and motion of minutes from January 12, 2012.

Linda Woodland made a motion to approve the minutes of January 12, 2012 with the following corrections; page 3 Item 9 to include "Darrin Price provided a copy of the District's 2012 board meeting schedule. The District board meetings are scheduled every 2nd and 4th Thursday of each month at 6pm with the exception of November and December when the District only meets on the 2nd Thursday of the month." Page 4 Item 11 change "2011" to "2012" and page 5 Item 14 insert a space between "carried by" Robert Fink seconded the motion. The motion carried unanimously.

Item#9. Discussion and motion to consider request from Keep Truckee Meadows Beautiful for District's participation and donation to the KTMB Annual Clean Up day.

Darrin Price reported the District contributes and volunteers every year with the Keep Truckee Meadows Beautiful (KTMB) Annual Clean Up. For the past several years the District has contributed \$5,000 from the District's Garbage Fund towards the event. The funds assist with providing dumpsters, car removal, tire removal, gloves, water, garbage bags, etc. Darrin commented the District budgeted once again \$5,000 for the KTMB Annual Clean Up and \$5,000 for the District's Appliance Recycling Program for 2012. He has some concerns now because at the District's December board meeting, the board approved the District contributing \$5,000 towards the sidewalk project (non budgeted item) as a match if the Community Development Block Grant (CDBG) is approved by the State. Darrin would like to make sure \$5,000 for the sidewalk project is available, so he proposed the following options; reduce both budgeted amounts for the KTMB Annual Clean Up and the District's Appliance Recycling from \$5,000 to \$2,500 each; consider postponing the District's Appliance Recycling until next year; or approve \$2,500 tonight for KTMB and if the State does not approve the District's CDBG application then the board can consider approving the other \$2,500 for KTMB.

Christi Cakiroglu with Keep Truckee Meadows Beautiful thanked the District for their continued support and completely understands the District's budget concerns. Christi gave a brief update from last years clean up. There were 50 volunteers who participated at the Sun Valley clean up sites, Chimney and Debusy, removing a total of 3,000 pound of trash from both sites. KTMB keeps a Litter Index for Truckee Meadows and for the 2011 clean up the Sun Valley area received a score of 2.3 which means the area is slightly littered, this score is slightly lower than the 2010 index score of 2.5. Her goal is to get all of Truckee Meadows at a index score of 1 which means virtually no litter can be observed. She also reminded everyone that phone book recycling is happening right now and Sun Valley residents can recycle their phone books at the local Scolari's. Also the Boy Scout's partnered with KTMB and has been collecting Christmas Tree's

and other tree's for \$10 as a fundraiser, then recycling the tree's at one of the KTMB tree recycling sites.

Linda Woodland thinks more trash is removed during the KTMB Annual Clean up compared to how much the District collects during its Appliance Recycling days. She would like to see the District contribute \$5,000 to KTMB and postpone the District's Appliance Recycling until next year.

Margaret Reinhardt suggested reducing the District's Appliance Recycling to a one day event rather than a two day event and still contributing \$2,500 towards KTMB.

Garth Elliott commented he hopes that the residents took full advantage of the District's Appliance Recycling last year allowing the District to cut back and offer the Appliance Recycling only one day this year. He also commented that he wished Bureau of Land Management (BLM) would step up with more cleaning efforts in the Washoe County area like they do with other counties.

After some discussion Robert Fink made a motion to approve contributing \$5,000 towards the Keep Truckee Meadows Beautiful Annual Clean Up day and postpone the District's Appliance Recycling program until next year. Linda Woodland seconded the motion. The motion carried unanimously.

Christi Cakiroglu thanked the District trustees and staff for their continued support.

Item#10. Discussion and motion to approve sending staff to CA-NV AAWWA Spring Conference.

Mike Ariztia requested permission to send three staff members to the upcoming 2012 CA-NV-AWWA Spring Conference. The conference will be held in Santa Clara, CA from April 2nd through April 5th. The total cost to send three staff members to the conference is \$3,914.00 this includes registration, lodging, travel expenses, and per-diems. Mike reported he is not one of the three members that are being requested to attend the conference however, he is the State of Nevada Chairperson for the Nevada Water/Wastewater Response Agency Network (NVWARN) who will be holding a meeting at the conference. Mike plans on driving Monday afternoon to Santa Clara, CA sharing a room with one of the District staff members attending his meeting at the conference and then driving home on Tuesday evening. Mike requested additional Per Diem for him to attend his meeting.

Robert Fink made a motion to approve sending three staff members to the upcoming CA-NV AWWA Spring Conference including additional expenses for Mike Ariztia to attend as presented. Linda Woodland seconded the motion.

During discussion Garth Elliott would like to see a staff report from the staff that attended the conference to give an overview of what they attended and what they learned. He would also like it if he can receive a copy of any technical session presentations and/or hand outs.

Darrin Price commented he will try and get a master cd that would include all of the presentations from CA-NV AWWA.

After some discussion the motion carried unanimously.

Item#11. Discussion and motion to consider hiring a Park Supervisor.

Robert Fink commented he has met with Susan Severt on several occasions regarding the District's parks and she has asked for the District Board to consider hiring a Park Supervisor.

Margaret Reinhardt suggested deferring discussion regarding hiring a Park Supervisor until Sandra Ainsworth is present since the conversation includes District expenditures.

Robert Fink commented there are still four other board members present and he would like for Susan to share her recommendations.

Susan Severt reported she thinks it was the best thing ever for Sun Valley when the District took over the Sun Valley Community Park and Pool, Gepford Park, Highland Ranch Park, and Sun Mesa Park. She would like to see the District offer various programs at the Sun Valley Parks similar to what Washoe County offered at one time such as fitness classes, health classes, dance classes, educational programs, and numerous special events. A lot of these programs and events paid for themselves from sign up fees and entry fees. She thinks that the District should hire a professional Park Specialist to be able to put on various programs to help start generating additional revenue for the Sun Valley Recreation. She has heard from some of the board members and the community that grant money could possibly be used for the youth activities. A Park Specialist could oversee community outreach programs, coordinate volunteer activities and administer a volunteer program and oversee community service volunteers. This position would also be responsible for researching and applying for grants. She even thinks there is a good possibility the Park Specialist could be paid with grant funds if administered correctly. The Park Specialist would become the liaison/point of contact with other similar services throughout the state, coordinate recreational activities for all the park facilities, assist with planning, organizing and overseeing District events and other events. Oversee all of the pool programs and activities, coordinate activities and events with the four Sun Valley Elementary Schools, as well as provide support and activities for the seniors of the valley. Susan feels that there is a strong need for recreational services and/or programs that should be at no cost/low cost based on the 2010 Census poverty rate. Currently the District relies on the District Public Works Director to perform a lot of these duties and he already has a full time job.

Margaret Reinhardt thanked Susan Severt for her ideas and suggestions and reminded everyone that the District currently has a hiring freeze and a Customer Service Supervisor position frozen. She reported Darrin has been working on implementing a lot of the duties that Susan mentioned into the Customer Service Supervisor job description. Margaret also reported that the supervisor position has not been budgeted for at this time.

Susan Severt suggested the District board and staff to consider funding that position during this upcoming budget.

Warren Brighton commented he knows of an organization that has a similar situation as the District, and their Supervisor is able to bring in grants alone 10 to 15 times his salary for his organization. He said there are a lot of un-touched grants out there that nobody is even asking for. He does not think District staff has enough experience or talent to apply for the national and international grants that are out there.

Margaret Reinhardt reported the District does have a grant writer on staff and the new Customer Service Supervisor would also be required to research and apply for grants.

Linda Woodland commented she agrees with the need of someone to oversee some of the recreation duties and suggested maybe tabling the item until the District starts preparing for the upcoming budget.

Robert Fink suggested bringing this item back for further discussion and consideration at the February 23, 2012 board meeting. Susan can invite Jennifer Budge from Washoe County Parks to provide an overview of a Park Specialist, starting wages and possibly suggest a few individuals who have the experience and knowledge of a Park Specialist for consideration.

Garth Elliott commented on his involvement with the Black Rock Volunteer Program and their success with grants. He commented he has brought up numerous times during District meetings about the need to generate additional revenues at the Sun Valley Parks and Pool. He also reported that Washoe County has a Volunteer Coordinator position that does not receive any compensation to oversee hundreds of volunteers. He would like to find someone to volunteer for the Park Specialist position.

Margaret asked for Darrin to provide information on the job description he has been working on.

Darrin Price reported he agrees with Susan's proposal and will bring her proposals up during budget time. Darrin disagreed with Warren's comments regarding the District not having a grant writer and grants not being pursued because no one knows how to research them. The competition for grants is so fierce right now that many non-profit organizations in the Truckee Meadows area are not receiving the same grant funding that they are used to because the need is so great. Vivian French grant writing instructor at Truckee Meadows Community College and former grant writer for the Northern Nevada Food Bank will agree a lot of grant writers have gone away, but there is actually more grant applications being submitted for all non-profit groups from Reno, Sparks, State of Nevada and other surrounding areas. The competition is so fierce now that non-profit groups are going away because their grant funding went away. Darrin commented he has applied for several grants that Susan had mentioned, but some of the grants require a match that the District does not have in its budget at this time.

Darrin reported he is not against the District having a Park Specialist. Part of the District's reduction was to eliminate the Office Manager position and implement a Customer Service Supervisor. Darrin has been working on the Customer Service Supervisor job description which he has included the responsibilities for recreation activities. He was hoping to start advertising for the Customer Service Supervisor position next month with the anticipation of getting more activities at the park. Darrin pointed out that the District's Recreation Fund is slightly over budget at this time and the current budget does not include wages for any supervisor position. Staff has been doing everything to control costs and he would like to see the Recreation Fee be raised so the District can provide some of the programs mentioned or even just for the position.

Robert Fink would like to revisit the discussion for a Park Specialist at the second meeting in February to allow for Sandra Ainsworth to comment.

Mike Ariztia commented he is not the only one that is performing the recreational duties it is a team effort. Darrin prepared the recreation policies, created from nothing a recreation budget and continues to apply for grants. Mike, Darrin and Jon Combs all oversee the operations of the parks and pool. Field staff continuously performs maintenance at the parks and pool. Jennifer Merritt handles all of the reservations and scheduling for the Neighborhood Center and the office staff answers customer inquiries.

Linda Woodland thinks that the Customer Service Supervisor should not be responsible for both office and recreation duties. She thinks all of the recreation duties should be a full time position by itself.

Darrin suggested forming a committee who could investigate and make a proposal to the District board regarding recreational programs and/or services. The committee could be made up of a group of volunteers and the District could supply them with a meeting room and a copy of the District's budget. The committee would come back to the District Board with their proposal.

Maddy Shipman reported since the formation of a committee is not on the agenda, the Board can direct staff to move forward regarding a Park Specialist and to put it on the next agenda for further discussion.

Linda Woodland made a motion to direct management to move forward taking in account the discussion that has occurred at tonight's meeting and putting the discussion of a Park Specialist on the upcoming agendas. Motion died because there was not second.

Robert Fink made a motion to defer the discussion of a Park Specialist until February 23, 2012. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#12. Reno Bighorns fundraising pilot program update.

Darrin Price reported the District raised \$970 from the Reno Bighorns pilot program. There were a total of 70 tickets sold using the Sun Valley Night promo, Hobey's Casino donated \$450 to the District, and 249 raffle tickets sold. The raffle prizes were a Kindle Fire, Dinner and Movie basket, and a basketball signed by all of the Reno Bighorns players. Darrin thanked Robert Fink and Pete Mandas with Hobey's Casino for their contributions. There were a lot of other organizations holding their own fundraising the same night as the District at the game so it made it a little competitive raising money for recreation. He wished the District was able to raise more funds, but overall he classified the fundraising efforts a small success.

Item#13. Financial report by Bill Short.

Bill Short reported the State of Nevada has accepted his audit he performed for the District.

Item#14. Legal report by Maddy Shipman.

None

Item#15. Field report by Mike Ariztia.

Mike Ariztia reported on the following;

- Field staff is continuing to install the new Flexnet meters for billing cycle 3.
- Field staff is continuing with upkeep of the parks. There has been some recent vandalism at the Highland Ranch Park. Staff will continue to take proper measures to try and catch any individuals who vandalize any of the Sun Valley Parks.
- The District had a pre-construction meeting with Peavine Construction regarding the PRV project on 2nd Ave. Peavine Construction will start the project the week of February 6th and it should only take about one week for completion (weather permitting).

Item#16. Managers report by Darrin Price.

Darrin Price reported on the following;

- Darrin attended the Highland Ranch Homeowners Association meeting, and they agreed to partner with the District regarding graffiti and weed removal at Highland Ranch Park.
- He attended the Sun Valley CAB meeting January 14th to give a District update.
- RTC will be holding a Public Meeting January 31, 2012 from 4:30 pm until 7:30 pm regarding the proposed Pyramid Hwy/US 395 Connection. The meeting will be held at Truckee Meadows Community College (TMCC) Sierra Building Room 108.

- He received an email from a District customer complimenting Damon Poelstra. He was very professional and courteous when he performed a leak check at her property.
- Washoe County Safe Kids would like to hold their Health and Safety Fair at the Sun Valley Community Park again. A formal request will be on the next agenda.
- The Boys and Girls Club is putting together a program to help teach youth how to make repairs on their bicycles.
- Truckee Meadows Water Authority (TMWA) approved their rate increase, it will take place over 3 consecutive years.

Item#17. Public Comments.

Joseph Barstow reported his church was tagged recently. He filed a report with Washoe County Sheriff's Department.

Item#18. Board Comments.

Robert Fink suggested on a way to raise money for recreation. He thinks the District should purchase storage units and sell the contents. All proceeds could be donated to the District's Recreation Fund.

Linda Woodland thanked all of the District staff for all that they do considering there have been no raises.

Garth Elliott reported at the last Washoe County Commission meeting they decided not to charge a 1% tax for government services.

Item#19. Future Agenda Items.

Item#20. Adjournment.

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