



Sun Valley G.I.D. Board Meeting Minutes of July 08, 2010

Board Members Present:

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

Board Members Not Present:

Staff Present:

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

Others Present:

Susan Severt	Audience
Sandy Ainsworth	Audience
Jim Ainsworth	Audience
Marge Cutler	Audience
Warren Brighton	Audience
Robert Eckert	Audience
Wayne Carlson	Pool/PACT
Stephen Ramero	Wells Fargo Insurance
Marie Hixson	Alpine Insurance
Chris Gonfiantini	Alpine Insurance
Elaine Bruce	Employers Insurance
Chris Bockman	Employers Insurance
Blaire Babich	Keep Truckee Meadows Beautiful

The meeting of the Sun Valley GID was called to order by Chairperson Patricia Lancaster at 6:05 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.

Susan Severt commented she has some concerns regarding the proposed sidewalk and bike-lane project for Sun Valley Boulevard. Susan suggested the Sun Valley GID to follow the project closely to make sure it gets completed unlike the other sidewalk project that is still unfinished.

Item#4. Discussion and motion of accounts payable for July 8, 2010.

Treasurer Linda Woodland gave a brief report of the accounts payable for July 8, 2010.

Linda Woodland made a motion to approve the accounts payable for July 8, 2010 in the total amount of \$176,388.22 dollars. John Jackson, Sr. seconded the motion. After some discussion the motion carried unanimously.

Linda Woodland made a motion to approve the customer refunds for July 8, 2010 in the total amount of \$1,424.50 dollars. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes from June 24, 2010 meeting.

Linda Woodland made a motion to approve the minutes from June 24, 2010 with the following corrections; add Commissioner Weber under others present; add additional details regarding who is qualified as a responsible adult for item 10. Robert Fink seconded the motion. The motion carried unanimously.

Item#6. Presentation by Keep Truckee Meadows Beautiful.

Blaire Babich with Keep Truckee Meadows Beautiful thanked the District for their on going support with the annual Keep Truckee Meadows Beautiful Clean Up. Blaire commented their will be an appreciation event September 10, 2010 and the District is invited. Formal invitations will be sent out next month.

Item#7. Discussion and motion regarding renewal of Workers Compensation Insurance.

Carol Bratcher introduced representatives from Public Agency Compensation Trust and from Alpine Insurance. Carol provided additional information that was requested from the prior meeting for consideration purposes.

A. PACT Proposal Presentation.

Wayne Carlson with Public Agency Compensation Trust ("PACT") and Stephen Ramero with Wells Fargo Insurance were both present for questions. Mr. Carlson gave a brief presentation again regarding some of the services the PACT offers at no additional cost. Some of the services include; Property Appraisals, Boiler Inspections, Swimming Pool Inspections, Respirator Fit Testing, ADA Compliance Surveys, and Premises Safety Surveys to name a few. The PACT also offers a grant each year through its Risk Management. Mr. Carlson reported Workers Compensation provides pay to an employee if they are out of work due to an injury. Worker Compensation pays 2/3 of the employee's salary with a \$36,000 cap.

B. Alpine Proposal Presentation.

Marie Hixson and Chris Gonfiantini both with Alpine Insurance were present to answer questions. Ms. Hixson gave a brief history of how Alpine Insurance was formed and how it has grown through the years. Ms. Hixson reported other Alpine Insurance clients similar to the District are Incline GID, Topaz

GID, N. Lake Tahoe Fire Protection, and other larger organizations. Some of the services the District would receive in addition to Workers Compensation, provided by Employers Insurance, are Cost Containment, Claims Management, Managed Care Services, Loss Control Services, and Anti-Fraud Services.

Mr. Gonfiantini reported his company can offer lower rates for Workers Compensation to the District because their rates are based solely on the District's individual experience and not an average of multiple agencies like a pool. Should the District accept the proposal from Alpine Insurance, there is a potential the rates for Workers Compensation can lower or increase based on the District's injury exposure.

Elaine Bruce and Chris Bockman both with Employers Insurance were present to answer questions. Mr. Bockman reported he works in the Safety Control department. He meets with clients to make sure they are in compliance with OSHA regulations. Employers Insurance offers various services such as on-line training sessions, ergonomic evaluations at the workplace, OSHA programs and training. Mr. Bockman also will visit project sites to make sure all safety measures are being met.

After some discussion Robert Fink made a motion to accept proposal 2 from Alpine Insurance for Workers Compensation. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#8. Discussion and possible motion regarding request from Robert Eckert, 5339 Jon Dr., Sun Valley regarding his billing.

Darrin Price provided an account history for consideration and reported he is not aware of any billing issues at this time for Robert Eckert.

Mr. Eckert reported he works in construction and work has been very slow for him over the past few years. He manages to pay his bills with the assistance of payment arrangements. Mr. Eckert reported when he receives his late notice from the District he makes arrangements with Customer Service. But he complained that the District's payment arrangement window is not big enough. Mr. Eckert requested the District to offer him two weeks to pay his past due balance when he calls in to make a payment arrangement instead of only one week.

Darrin Price reported Mr. Eckert has never been shut of for non-payment and he understands the need for additional time in order to make a payment toward his account. Darrin recommends Mr. Eckert to meet with him and the District's Billing Representative to see about a payment plan for Mr. Eckert to get him current and potentially changing his account to a different billing cycle that would provide him with a due date that would work better for him.

Item#9. Discussion and motion to approve Resolution of Support regarding advisory question on the 2010 ballot regarding the State taking money from local governments.

Darrin Price reported at the last meeting the Board approved the District supporting an advisory question for the 2010 ballot regarding the State taking money from local governments. Darrin provided a copy of the Resolution of Support.

Linda Woodland made a motion to approve the Resolution of Support. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#10. Discussion and motion to approve Resolution of Intent to Lease to Washoe County.

Darrin Price reported at the last meeting it was brought to the District's attention that a notice of Intent to Lease is required by NRS 277.050 prior to the Board approving the proposed Interlocal Agreement to lease a portion of the Neighborhood Center to Washoe County in exchange for their services.

John Jackson, Sr. inquired what the difference between an Interlocal Agreement and a Lease Agreement is and how the NRS 277.050 applies to both agreements.

Stewart White commented the District requires a Lease Agreement when leasing a facility to a non-governmental agency. An Interlocal Agreement can be used when the District is leasing to a governmental agency such as the County or Cities. According to NRS 277.050 any time a government agency leases to another agency in exchange for services, it needs to be publicly noticed by the Lessor. The notice provides an opportunity for the public to oppose the agreement between the two agencies.

After some discussion Linda Woodland made a motion to approve the Resolution of Intent to Lease to Washoe County. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#11. Discussion and possible motion regarding review of Ladera Ranch, LLC Gifting Deed.

Stewart White provided his Gift Deed and Ladera Ranch, LLC Gift Deed for comparison purposes. Ladera Ranch, LLC has offered to donate a portion of the Ladera Ranch property to the District. The parcel is 40 + acres and is located on West 7th Avenue. A preliminary title report was performed and showed no knowledge of any hazardous wastes of any type or of this nature in the past or currently that exists upon the property and the report also showed that it was freed of any financial encumbrances. The property is classified as "open space" by an agreement between Ladera Ranch, LLC and Washoe County. Adjacent property to the west has recently been donated to Washoe County and it too is classified as "open space". If the District approves the donation, the District can construct a park on the property or make walking trails along the property. The original approved development map for the Ladera Ranch recognized a walking trail on this subject property. The District's sewer easement would act as the proposed walking trail.

Some board members were concerned about the liability to the District if someone was to get hurt.

Stewart reported the District is covered should someone get hurt. It will be the responsibility of the District to post signs for no trespassing and evaluate the property to make sure it is free and clear of anything that could potentially harm someone such as an abandoned vehicle, refrigerator, stove, or any other hazardous item of this kind.

After some discussion Linda Woodland made a motion to approve the Gift Deed from Ladera Ranch, LLC to the District for the 40 acres. John Jackson, Sr. seconded the motion. The motion carried by the following:

Yea: Linda Woodland, John Jackson, Sr., Margaret Reinhardt, Patricia Lancaster

Robert Fink requested for discussion. Robert commented he does not like the reasoning behind the donation from Ladera Ranch.

After a second vote the motion carried by the following:

Yea: Linda Woodland, John Jackson, Sr., Margaret Reinhardt, Patricia Lancaster

Nay: Robert Fink

Item#12. Discussion and motion to approve purchase of an Automated External Defibrillator and staff training.

Darrin Price provided information as requested by Robert Fink, on Automated External Defibrillators "(AED)". An automated external defibrillator is used in case of a life threatening cardiac arrhythmias which could lead to cardiac arrest. The price for one AED ranges from \$1,500.00 up to \$2,000.00 dollars. If approved staff recommends the purchase of three AED's for the District's office, board room, and for the Sun Valley Pool.

Robert Fink made a motion to approve the purchase of Automated External Defibrillators for the District's office, board room, and the Sun Valley Pool. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#13. Update on Recreation:

- A. Pool update:** Darrin provided a pool attendance report for June and July. For the month of June the pool was opened for six days and there was a total attendance of 854 people. Of those six days, two of them were free swim days provided by Hobey's Casino and Lifestyle Homes Foundation. For the month of July, the pool has been open for six days so far and the total attendance is 720. There was one free swim day provided by Fink Reality.
- B. Discussion and possible motion to allow advertising at the Sun Valley Community Park Ball Field:** Darrin requested to postpone this item, staff is still gathering information.
- C. Discussion and possible motion regarding staffing at the Sun Valley Community Park to handle reservations:** Darrin reported Robert Fink requested consideration of adding staff at the Sun Valley Community Center to handle inquiries and reservations. When the District approved the Recreation budget, there were no funds set aside for additional staffing. Darrin commented he has spoken with Brenda Hess who is employed by the Washoe County School District and runs the Family Resource Center located in the Sun Valley Community Center, to see if she would like to take on the responsibility for a minimal fee. Ms. Hess is considering the offer and is checking to see if there would be any conflict.

- D. Discussion and motion regarding Family Swim Pass:** Darrin reported the board requested staff to look into family passes for the Sun Valley Pool. He recommends using past rates that Washoe County offered for family passes which include; \$15.00 dollars for a one day admission; \$125.00 dollars for the season. Darrin also provided information including rates from some of the Reno and Sparks pools to be used for comparison.

Linda Woodland made a motion to approve the fees as submitted. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#14. Update on the Sun Valley Fun Sunday.

Darrin Price reported Sun Valley Fun Sunday is July 18, 2010 from 9 am until 4 pm. The District will be a major sponsor for the event. The District will handout trees, shrubs, whistles, and visors as giveaways. In addition to the giveaways the District will provide handouts on water conservation. Darrin commented Family Resource Center, Western Nevada Supply, and the Boys and Girls Club of Truckee Meadows all agreed to share our booth and provide their own handouts.

Robert Fink commented he is disappointed that more Sun Valley merchants were not invited to participate in the Sun Valley Sunday. He recommended the District encouraging and/or assists the event organizer to invite more Sun Valley merchants to participate with next year's event.

Item#15. Motion to approve nominations for Community Service Awards.

Darrin provided a list of prior recipients of the Community Service Awards and reminded the board that District trustees and staff members are exempt from receiving an award. There are four nominations; Commissioner Bonnie Weber for her assistance with the District becoming ownership of the Sun Valley Parks and Pool, Pastor Joseph Bartsow for his work with the Food Pantry of Sun Valley, Liam Stevens for his volunteerism with various cleanups within Sun Valley, and Dave Sousa for his dedication to the Veterans of Nevada.

Linda Woodland would like to nominate Diane Nielson for her help with leading cleanups with the Boy Scout Troops.

Margaret Reinhardt would like to nominate Charlotte Stafford for her dedication to the Sun Valley Landowners and Brenda Hess for her cooperation and guidance to the Sun Valley Community.

Margaret Reinhardt made a motion to approve all the nominations to receive a Community Service Award. Robert Fink seconded the motion. The motion carried unanimously.

Staff was directed to send invites to all of the award recipients.

Item#16. Discussion and possible motion regarding the District's evaluation process:

A. Review of evaluation forms for Office and Field employees.

B. Review of 360° Evaluation for Management.

Board members requested to postpone this item and discuss it in a workshop scheduled for August 5, 2010 at 6pm.

Item#17. Discussion and possible motion per District personnel policy 5.11, the board to determine percentages for annual reviews and salary increases and consideration of alternative incentives.

Darrin Price reported per the District's Personnel Manual section 5.11 "Salary Reviews and Increases" states during the month of June each year; the Board will determine the percentage calculations for annual raises. Annual raises are based on merit and not cost of living. Darrin reported he made the recommendation during the budget meeting not to raise wages this year based on the economy and for budgetary reasons. Last year the Board graciously approved an alternative incentive for the employees in lieu of raises. The employees received personal days as a reward for excellent work, performance, and dedication. Darrin requested the Board to consider the same alternative incentive for this year too.

Linda Woodland commented since the District has not given annual raises for the past two years, she would suggest giving a small raise this year.

Patricia Lancaster agreed with Linda that the employees deserve something.

Darrin reported there are several options. The Board can approve a percentage for those employees who scored Above Expectations or set a percent per the Personnel Manual section 5.11.

Patricia suggested a \$1.00 raise for those employees who scored Above Expectations.

Margaret Reinhardt made motion to approve everyone receiving a \$1.00 raise across the board. Linda Woodland seconded the motion.

Patricia requested that Jennifer Merritt and Darrin Price be excluded from the raise. Jennifer just received a raise and Darrin's evaluation still needs to be done. The Board will consider any raise at that time. She also suggested awarding those employees that scored Above Expectations a personal day.

After some discussion Margaret Reinhardt amended her motion to approve everyone a \$1.00 raise across the board in lieu of percentages per the Personnel Manual section 5.11, with the exclusion of Jennifer Merritt and Darrin Price; in addition awarding employees 1 personal day for scoring Above Expectations on their annual evaluation. Linda seconded the motion. The motion carried by the following;

*Yea: Linda Woodland, John Jackson, Sr., Margaret Reinhardt, Patricia Lancaster
Nay: Robert Fink*

Darrin thanked the board on behalf himself and the employees for the approved raised.

Item#18. Discussion and possible motion to freeze all wage increases.

Postponed until August 5, 2010.

Item#19. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported on the following:

- Northern Nevada Water Planning Commission July meeting has been canceled.
- Western Regional Water Commission meeting is scheduled for July 15, 2010 at 8 am at the Washoe County Chambers.
- Legislative Oversight Committee meeting is scheduled for July 15, 2010 at 9 am at the Washoe County Chambers.

Item#20. Legal report by Stewart White.

Stewart White reported he served Skip Roggenbuhl at Truckee Meadows Water Research of Nevada with a complaint on behalf of the District.

Item#21. Field report by Jon Combs.

Jon Combs thanked the Board approved raise for all the employees and himself. He reported field staff is continuing on changing out the old meters with the new FlexNet meters. They almost have one full cycle done and hope to start on the next cycle shortly.

- A. Sun Valley Pool construction update:** Jon reported the Health Department signed off on the repairs for the big pool. Repairs on the baby pool are still in progress. The District submitted a set of plans for the slides, if approved District staff will perform the work to save on cost.

Item#22. Managers report by Darrin Price.

Darrin Price reported on the following:

- At a recent office employee meeting, there was discussion regarding the front office employees work schedules pertaining to opening and closing. Darrin commented at the next meeting he will provide information regarding an on-call schedule, similar to the field employee on-call, for consideration.
- July 21, 2010 he will be meeting with the seniors at the Sun Valley Neighborhood Center to set some ground rules regarding the use of the building and to see what there needs are.
- July 10, 2010 is the Sun Valley CAB meeting. The District posted a notice of a possible quorum now that there is three District Trustees that are members of the Sun Valley CAB.

Item#23. Public Comments.

None

Item#24. Board Comments.

None

Item#25. Future agenda items.

None

Item#26. Adjournment.

The meeting adjourned at 9:05 pm.