



Sun Valley G.I.D. Board Meeting Minutes of July 22, 2010

Board Members Present:

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

Board Members Not Present:

Linda Woodland	Treasurer
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Staff Present:

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

Others Present:

Susan Severt	Audience
Sandy Ainsworth	Audience
Jim Ainsworth	Audience
Warren Brighton	Audience
Jerry Payne	Audience

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 July 22, 2010.

Vice-Chair John Jackson, Sr. gave a brief report of the accounts payable for July 22, 2010.

John Jackson, Sr. made a motion to approve the accounts payable for July 22, 2010 in the total amount of \$235,493.90 dollars. Margaret Reinhardt seconded the motion. The motion carried unanimously.

John Jackson, Sr. made a motion to approve the customer refunds for July 22, 2010 in the total amount of \$624.88 dollars. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes from July 8, 2010 meeting.

John Jackson, Sr. made a motion to approve the minutes from July 8, 2010 with the following corrections; page 4 item 10 delete "Fink" after Linda's name; page 5 item 12 delete the word "is"; page 5 item 13 change the word "Honey's" to "Hobey's"; page 7 item 18 change the word "salary" to "wage"; page 8 item 21 change the word "on" to "one". Robert Fink seconded the motion. The motion carried unanimously.

Item#6. Discussion and motion to approve Interlocal Agreement with Washoe County regarding lease of the Sun Valley Neighborhood Center.

Darrin Price reported at the last meeting the Board approved the Intent to Lease to Washoe County. A notice was published in the Sparks Tribune for the general public notifying them District's intentions. Darrin provided a copy of the Interlocal Agreement between the District and Washoe County regarding the lease of the Sun Valley Neighborhood Center in exchange of services provided by Washoe County.

After some discussion John Jackson, Sr. made a motion to approve the Interlocal Agreement. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#7. Discussion and motion to approve H.O.P.E. Church of Nazarene request to use the District's Annex for a car wash.

Reverend Joseph Barstow with H.O.P.E Church of Nazarene requested permission to use the District's Annex facility on July 24, 2010. He would like to use the facility to conduct a car wash to help raise funds for youth members to attend camp.

Robert Fink made a motion to approve H.O.P.E. Church of Nazarene's request to use the District's Annex. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Joseph Barstow thanked the District for recognition for his dedication to the Food Pantry of Sun Valley.

Item#8. Update on Recreation:

A. Pool update. Darrin Price reported the pool is averaging 100 people per day that includes toddlers, youth, and adults. Seniors are averaging 1 – 2 per day. Washoe County Health Department approved the baby pool with some minor restrictions. The District will apply for a variance for the baby pool to operate with its existing infrastructure. Darrin reported he met with the seniors at the Sun Valley Senior Center, and a dozen of them were interested with some kind of swim program either lap swimming or water aerobics.

B. Discussion and possible motion to allow advertising at the Sun Valley Community Park Ball Field. Darrin commented he is still gathering information regarding advertising for the park areas. He has contacted both departments at Washoe County and City of Reno, both contacts are on vacation. He would like to postpone discussion on advertising at the Sun Valley Ball Field until he has received the requested information from both agencies.

C. Discussion and possible motion regarding staffing at the Sun Valley Neighborhood Center to handle reservations.

Darrin commented he spoke with Brenda Hess with Family Resources regarding the opportunity to work part time for the District. Brenda would be responsible for handling all inquiries for park rentals and making reservations. Staff recommendations are to offer Brenda \$11.00 per hour and work no more than 20 hours per week.

After some discussion Robert Fink made a motion to approve staff recommendations for Brenda Hess handling all of the District's reservations at the Sun Valley Parks. John Jackson, Sr. seconded the motion. The motion carried unanimously.

Item#9. Report on Sun Valley Fun Sunday.

Darrin Price reported the Sun Valley Fun Sunday was a success for the District. The District budgeted \$9,500.00 for the event and spent approximately \$5,480.00 this is a savings of \$4,020.00 dollars. Darrin thanked Kami Livingston, Karen Pickens, Carol Bratcher, Jennifer Merritt, Jerry Hamilton, Chris Melton, and Tommy Gillette for helping organize and working the event.

The event itself was not a huge success compared to past years. The event was not advertised well and someone else, other than Steve, was in charge of organizing the event. Another reason for lack of attendance was due to another car show at the Atlantis Casino and other local events such as Artown.

Robert Fink commented he was disappointed with the event attendance. He would have liked to have seen more advertising for the event and more invitations to local merchants to participate in the event. He suggested that next year the District should have a part with the planning and arrange for music, dance floor, a car show using the soccer field and ball field at the Sun Valley Community Park, and encourage local merchants to participate in the community event.

Patricia Lancaster would like to see the event become a weekend event with the assistance of District staff.

After some discussion Darrin commented he will make sure next years event is well advertised and try to incorporate suggestions from the board members and audience.

Item#10. Discussion and motion to approve staff attending Fall CA-NV-AWWA Conference.

Darrin Price reported CA-NV-AWWA has scheduled their 2010 Fall Conference. The conference is schedule for October 5, 2010 through October 8, 2010 in Sacramento, California. This particular conference will be bigger than most conferences in honor of their 90th Anniversary. Staff is requesting to send three employees and any board

members who wish to attend. The estimated cost for three employees is \$3,945.00 dollars; this includes registration, transportation, lodging, and meal per-diems. It will cost \$788.00 dollars for each additional person.

Margaret Reinhardt commented she would be interested in attending the conference.

John Jackson, Sr. made a motion to approve staff recommendations to send three employees to the CA-NV-AWWA Fall Conference. Margaret Reinhardt seconded the motion.

After some discussion John Jackson, Sr. amended his motion to include any board members that would like to attend. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#11. Discussion and possible motion to approve purchase of 5087 Prosser Way.

Darrin Price reported the District was recently approached by the owners of 5087 Prosser Way to see if the District is interested in purchasing their property. This particular parcel is adjacent to the District. As of today the District owns eight of the ten lots adjacent to the District that the District would like to own for future expansion needs. All prior purchases were done through Nanette Fink-Eaton with Norma Fink Inc. Realtor. After speaking with the District's attorney, it would be considered a conflict of interest for the District to use Nanette Fink-Eaton again as the realtor since Trustee Fink is the Broker for Norma Fink Inc. Realtor. Darrin commented he is looking for direction if the Board wants to consider pursuing the purchase of 5087 Prosser Way and approve the District consulting with another realtor.

Robert Fink suggested Stewart White to assist the District with the negotiations and possible purchase of 5087 Prosser Way.

John Jackson, Sr. made a motion to move forward with the investigations of 5087 Prosser Way with the assistance of Stewart White. Margaret Reinhardt seconded the motion. The motion carried as follows:

*Yea: John Jackson, Sr., Margaret Reinhardt, Patricia Lancaster
Abstain: Robert Fink*

Item#12. Discussion and possible motion to adopt On-Call policy for office staff members.

Darrin Price reported office staff spends approximately 15 minutes each day preparing the front counters before business hours and 15 minutes each day to close down the front counters after business hours. Darrin commented the District is required to pay overtime any time an employee works over seven minutes on a continuous basis. To help cut back on overtime, he has arranged with the front office staff a staggering schedule, two of them start at 7:45 am to prepare the front counters before 8 am and they would leave at 4:45 pm. The other two staff members would come in at 8:15 am and stay until 5:15 pm to close down the front counters. During an office staff meeting Darrin proposed another option for consideration regarding the work schedule for the front office. The proposed work schedule would be one office staff member would come in 15 minutes early and stay 15 minutes late to open and close the front counters and front lobby Monday through Friday. On Friday's they still come in early, but they would get off at 2 pm. There is no compensation involved with this proposed

schedule, because it is considered an equal time for time trade. This proposed schedule would be rotated between four office staff members only.

Robert Fink commented if approved he does not want the front doors open before 8 am and there must be another employee in the office at any given time during business hours.

John Jackson, Sr. commented he likes the staggering option.

Margaret Reinhardt inquired if the staggering option is working then why offer the On-Call option.

Darrin commented he offered both options to the front office for consideration. They started off with the staggering of the hours, but they like the On-Call option better.

Margaret commented she is ok with both options as presented, staggering and On-Call, as long as it does not require and/or grow into something that would require additional compensation.

Margaret Reinhardt made a motion to approve On-Call schedule for office staff members. Robert Fink seconded the motion. The motion carried unanimously.

Item#13. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported on the following:

- Northern Nevada Water Planning Commission July meeting was canceled because of various vacation schedules.
- Western Regional Water Commission was held on July 15th and it was a 15 minute meeting. The meeting was called short because of the Legislative Oversight Committee meeting that was scheduled shortly after the Western Regional Water Commission meeting.

Item#14. Financial report by Bill Short.

Bill Short reported he started on the District's audit.

Item#15. Legal report by Stewart White.

None

Item#16. Field report by Jon Combs.

A. Sun Valley Pool construction update.

Jon Combs reported the baby pool is now operational. Washoe County Health Department approved the District's plans for the slides, slides are now open. The Engineer has been given a punch list for the work that still needs to be completed.

Item#17. Managers report by Darrin Price.

Darrin Price reported on the following:

- RTC is proceeding with the sidewalk project between 7th Ave. and Quartz. The District will be involved with this project because it will affect some of the District's meter boxes and some of the manholes.

- The Boys and Girls Club received a small grant to be used towards an ecology project. A small group from Fresno, CA. came up to work in the Sun Valley Community Garden for their ecology project.
- Some of the District's credit cards have been compromised. Carol immediately canceled all of the credit cards and is getting the bad charges reversed.
- District staff met with the seniors at the Sun Valley Neighborhood Center to go over some of their concerns regarding the building and explain to them what the District's responsibilities are. Staff informed the seniors that all the senior programs are through Washoe County Senior Services. Grady Tarbutton with Washoe County Senior Services was present at the meeting to answer questions.
- July 31st and August 1st will be free swim days at the Sun Valley Pool using funds donated to the District to be used towards free swim days.

Item#18.Public Comments.

None

Item#19.Board Comments.

None

Item#20.Future Agenda Items.

None

Item#21. Adjournment.

Robert Fink made a motion to adjourn at 7:10 pm. Margaret Reinhardt seconded the motion. The motion carried unanimously.