



Sun Valley G.I.D. Board Meeting Minutes of July 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
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Staff Present:

Darrin Price	SVGID, General Manager
Mike Ariztia	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Nancy Leeder	SVGID, Legal
Jennifer Merritt	SVGID, Staff

Others Present:

Vicky Maltman	Audience
Patricia Lancaster	Audience
Doug Cordova	Audience
Marge Cutler	Audience
Chris Melton	Audience
Jon Combs	Audience
Bob Kemp	Highland Ranch Home Owners Association
Stacy Norbeck	POOL PACT
Barry Barstow	North Valley's .Org
Jennifer Budge	Washoe County Regional Parks and Open Space
Warren Brighton	Sun Valley CAB, Chair
Joseph Barstow	H.O.P.E. Church, Pastor

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, 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. Garth Elliott seconded the motion. The motion carried by the following;

Yea: Linda Woodland, Margaret Reinhardt, Garth Elliott

Robert Fink did not vote because minutes were not available for approval.

Item#4. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

Item#5. Public comments for items not on the agenda.

None

Item#6. Trustee/Manager's announcements, request for information, and statements relating to items not on the agenda.

The Board presented two Community Service Awards to Doug Cordova a former employee for the Boys and Girls Club of Truckee Meadows for his dedication and guidance to the youth of Sun Valley and to Highland Ranch Home Owners Association for the dedication and commitment to help keep the Sun Valley community beautiful.

Garth Elliott reported he spoke with the Washoe County code enforcer regarding perpetual garage sales. He also commented he would like to see the Washoe County Commission have discussion regarding home occupation laws.

Item#7. Discussion and motion as to payables and customer refunds for July 26, 2012.

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for July 26, 2012.

Garth Elliott made a motion to approve the accounts payable for July 26, 2012 in the total amount of \$331,446.05. Linda Woodland seconded the motion. After some discussion the motion carried unanimously.

Garth Elliott made a motion to approve the customer refunds for July 26, 2012 in the amount of \$1,511.03. Linda Woodland seconded the motion. The motion carried unanimously.

Item#8. Presentation and consideration for possible approval of the Draft Red Hill Master Plan from Washoe County Regional Parks and Open Space.

Jennifer Budge, Park Planner, Washoe County Regional Parks and Open Space, gave a brief presentation regarding the Red Hill Master Plan. Red Hill is located on the west side of Sun Valley between 7th Avenue and Dandinee. Washoe County Parks and Open Space received a National Parks Services, Rivers, Trails, Conservation Technical Assistance Grant which provided a staff member to assist with the out reach process and development of the plan. A stakeholder group was formed and actively met to discuss the vision and goals for the Red Hill project. There was several public meetings and surveys conducted to get additional input. In October of 2011 the stakeholder group did a site tour and held a design workshop. The draft Red Hill Master Plan is now in its final stages and she going to various agencies for review before the Washoe County Commissioners on August 14, 2012.

Jennifer briefly went over some of the highlights of Red Hill. It offers natural resources, mining history, wildlife, recreation opportunities, and urban public open space. Red Hill is currently misused and stated there are over 100 dump sites on the property. Some of the proposed projects that need to be done is site clean up and protection, signage, and restoration. Other proposed projects are non-motorized trail system, outdoor classroom, interpretation and education, and a native plant garden. Additional land acquisitions are needed for the full development of the project and to help protect the natural resources and wildlife. The master plan includes several pedestrian access points and access with parking. There will be a non-motorized trail system for pedestrians, bicyclist, and equestrian riders. A copy of the full plan can be reviewed at the Washoe County website.

After some discussion Darrin Price was directed to work with BLM regarding potential land acquisition in efforts to help protect ridge lines and natural resources.

Linda Woodland made a motion to approve the conceptual Red Hill Master Plan as presented by Jennifer Budge. Garth Elliott seconded the motion. The motion carried unanimously.

Item#9. Presentation by Stacy Norbeck with POOL PACT regarding the District's Soliciting Policy.

Stacy Norbeck, POOL PACT gave a brief presentation regarding the District's Soliciting Policy. The District's current policy prohibits solicitation by non-employees and employees. Employees are not permitted to solicit other employees during work time or in work areas. Solicitation is prohibited at all times in customer service areas. Solicitation includes, but is not limited to distribution, posting, or displaying of literature, symbols, slogans, or logos of any kind, on behalf of any club, society, labor union, religious organization, political party, philanthropic or similar organization, for any purpose. Any type of solicitation by non-employees is prohibited at all times, anywhere on District property or in work areas. The District's bulletin boards shall be used only by the District for the purpose of posting District information. The purpose for prohibiting solicitation is to keep employees focused on work, protect employees who cannot say no, and to avoid Union solicitations. Per the National Labor Relations Board if the District allows for solicitation or distribution of materials, that the District must allow all unions or non-unions the opportunity to solicit. The District's existing policy is outdated and she recommended updating the District's Soliciting Policy. In 2007 the National Labor Relations Board established a new standard that is more employee friendly, allowing certain types of solicitations and distribution of materials, even those regarding non-work-related subjects, as long as each individual and/or group is treated equally. Stacy commented when updating the District's Soliciting Policy some things to keep in mind; the District will need to distribute written policies and procedures regarding solicitation, distribution, use of company equipment, and access to company premises. Consider whether any type of solicitation or distribution will be permitted. If so, the written policy can delineate permissible versus impermissible solicitations and distribution, provided that the policy is not drawn to effectively permit all activity other than union activity and is consistent. She recommended that the Board determines what charitable organizations will be allowed to solicit. Enforce existing policies in accordance with the policy and in an evenhanded manner.

After some discussion Darrin Price commented he would like to have staff work with POOL PACT and update the District's Soliciting Policy to include the District partnering with non-profit organizations that will benefit the Sun Valley community.

Linda Woodland made a motion to direct staff to work with POOL PACT and District's legal counsel to update the District's Soliciting Policy and bring it back for review at the September 13, 2012 District Board Meeting. Robert Fink seconded the motion. The motion carried unanimously.

Item#10. Discussion and possible motion regarding request to waive fees for the Sun Valley Neighborhood Center for a yard sale with proceeds donated to the Sun Valley senior bingo.

Patricia Lancaster would like to have a yard sale at the Sun Valley Neighborhood Center with all proceeds being donated to the Sun Valley senior bingo. The yard sale would take place on September 8, 2012 from 10 am until 3 pm. She requested permission to use the multipurpose room, restrooms, and a small portion of the outdoor area. She requested consideration of waiving the rental fees and deposit.

Robert Fink offered to pay for the \$500 deposit as long as Patricia would provide insurance for her event.

After some discussion Linda Woodland made a motion to approve Patricia Lancaster's request to waive the rental fees for the Neighborhood Center in the amount of \$300.00 with the stipulation the insurance is provided prior to the event and deposit is provided by Robert Fink as offered. Robert Fink seconded the motion. The motion carried unanimously.

Item#11. Discussion and possible motion to approve revisions to the Sun Valley GID Recreation Fees and Charges Policies and Procedures regarding waiving the rental fees for recreational facilities.

Erin Dowling reported she researched other agencies as requested regarding waiving of recreation facility fees and handicapped recreation fees. Currently the City of Reno does not waive fees for non-profit organizations. The City Council can consider a reduction or waiver fees if requested by a non-profit organization. The City of Sparks has a non-profit fee schedule for resident and non-profit residents. All other fees are based on resident versus non-resident. Washoe County does not waive fees for non-profit organizations. Washoe County does utilize reciprocal use agreement with some other government entities which are specific to terms outlined in the agreement.

The City of Reno, Sparks, and Washoe County does not offer handicapped rates for any recreation program. The City of Reno does offer some programs at a reduced rate through grants, use of the Reno Access Advisory Committee funds, or inclusion/adaptive budget funds.

Darrin Price reported since January 2010 thru July 24, 2012 the District has had a total of 41 rental reservations. The District has waived 17 rental fees out of the 41 rental reservations.

Several board members expressed their concerns regarding the amount of revenue that is being lost because of the wavering of rental fees. Some of them think that the District should limit the number of waivers the District will allow for each year or consider offering a discounted rate for non-profit organizations and residents.

After some discussion the Board directed staff to draft a policy giving several options/examples regarding recreation facility rental fees for non-profit organizations and potential resident and non-resident fee schedule.

Chairperson requested a 10 minute break.

Item#12. Discussion and possible motion to approve staff attending the CA-NV-AWWA Fall Conference.

Mike Ariztia requested permission to send three staff members to the upcoming CA-NV-AWWA Fall Conference. The Conference is scheduled for October 8th through the 11th, 2012 in San Diego, CA. The total cost to send three staff members to the conference is \$4,219.00 this includes; lodging, travel, per diem, and conference registration. The Board approved the District's budget that included expenditures for conferences/training and travel expenses. Mike reminded the Board that the conferences provide continuing education credits that are required for renewal for water certifications.

Robert Fink made a motion to approve staffs request as submitted. Linda Woodland seconded the motion.

During discussion Garth Elliott commented he will not be able to support the request even if it has been budgeted for. He thinks the Board should evaluate paying for career advancements. He thinks the District is funding resume enhancements. He could support one maybe two employees but not three employees.

Darrin Price reported the State of Nevada requires water operators to be certified. In order to remain certified each operator is required to obtain a certain amount of professional education hours for each renewal.

After further discussion *the motion carried by the following;*

Yea: Robert Fink, Linda Woodland, Margaret Reinhardt

Nay: Garth Elliott

Item#13. Discussion and possible motion per District personnel policy 5.11, for the Board to determine percentages for potential wage increases and/or consideration of alternative incentives.

Darrin Price reported that at the end of each fiscal year, the Board determines the percentage calculations on which raises are to be based. Evaluation scores set by management and supervisors will determine the individual employee's raise. He commented the Board approved the District's 2012/2013 budget that included a five percent increase to employee wages. Darrin provided a spreadsheet that broke down the budget impacts annually for each percentage increase for consideration. He reported the total amounts include employee regular wages, overtime, and standby. Any wage increase will not affect longevity pay, longevity pay is a flat rate based on the number of years the employee has worked for the District. The amount does not include any other benefits since those items are budgeted for separately from wages. He recommended exclusion of the General Manager, Public Works Director, and one field employee from any potential increase since they all recently received a wage increase this calendar year.

Audience member Vicky Maltman inquired if employees would receive the same percentage amount increase if approved.

Darrin briefly reported on the District's evaluation process. Each year the District Board will determine the percentage calculations on which raises are to be based. Evaluation scores as set by the Manager/Supervisor will determine the individual employees raise based on the following criteria; Score Rating 1 – 1.9 Significantly Below Target equals 0% raise, 2 – 2.9 Below Target equals 0% raise, 3 – 3.9 At Target raise percentage is set by the Board, 4 – 4.9 Above Target equals 1.25% times the At Target percentage set by the Board, and 5 Significantly Above Target equals 1.5% times that At Target percentage set by the Board.

Margaret Reinhardt reported that the Board has given a \$1 increase across the board in the past regardless of their evaluation score since all of the employees took on additional recreational duties.

Garth Elliott reported all government employees are currently taking six furlough days per year and all new government employees are required to start at the very bottom of the pay scale of their position. Garth commented the Plumbers Union in the area has taken a thirty percent cut in pay over the last couple years and JOIN (employment service) reports that professionals have taken a twenty three to twenty seven percent cut in pay over the last couple of years. He thinks the District is telling the rate payers that the District is going to raise their rates by thirty percent and he has a problem with that and does not like the direction the District is going.

Darrin commented it is difficult to compare the District with the private sector. He agrees that the construction business and some private organizations have been impacted by the lack of construction and new development. The District has seen minimal impacts to its operations by

lack of construction because the District's revenue is based on customers. The District has not had a significant drop in customers and the operation of the District has not slowed down.

Robert Fink agreed the District can not be compared with private organizations.

Margaret agreed with Garth's comments, that some agencies have cut back and have had layoffs.

Robert commented he thinks if the funds are there for a raise then the Board should raise. If the Board does not approve a raise then the funds should be used towards the bills. He suggested postponing the item until next year so the new Board can make the decision.

Linda Woodland commented she would like to postpone until the next meeting when there is a full board.

Robert Fink made a motion to postpone any further discussion until February 8, 2013 so the new District Board can determine percentages for potential wage increases. Garth Elliott seconded the motion. The motion carried unanimously.

Item#14. Discussion and possible motion per District personnel policy 5.11, Board evaluation of the General Manger.

Darrin Price provided a report that listed some of his accomplishments for the fiscal year of 2011/2012 and his goals for the fiscal year 2012/2013. He commented one of the big accomplishments that he did not include in his report was the grant he received through the Washoe County Community Development Block Grant for additional sidewalks. He continues to be very active in the community attending various meetings representing the District. He has worked very hard to make sure the District operates within its budget so that the District does not have to raise water and sewer rates. He had hoped to have implemented more green projects as recommended by the Board this past year and will continue to work on those projects. His goal is to continue to be a partner with the community and continue to educate other agencies what the District is all about.

Garth Elliott commented he thinks a 360 degree evaluation of the General Manager would be very beneficial instead of just an evaluation by the Board.

Margaret Reinhardt commented the Board performed a 360 degree evaluation of the General Manager in the past and she felt that is was flawed. She also thinks the current evaluation form has some flaws too. The General Manager needs a separate evaluation form that includes certain criteria's that reflect the working relationship between the Board and the General Manager.

Darrin commented the current evaluation form was developed by a committee and approved by the Board. He agrees the evaluation form needs to be updated and he is not opposed to a 360 degree evaluation.

After some discussion Linda Woodland made a motion to table the General Manager's evaluation until August 9, 2012. Robert Fink seconded the motion. The motion carried unanimously.

Item#15. Financial report by Bill Short.

None

Item#16. Legal report by Maddy Shipman.

None

Item#17. Field Report by Mike Ariztia.

Mike Ariztia reported on the following;

- NDOT held a preconstruction meeting July 25, 2012 regarding Sun Valley Boulevard project. During construction the boulevard will be down to one lane both directions at times causing traffic delays.
- July 20th was a Free Swim Day at the Sun Valley Pool, the attendance was 350 for the day.
- He gave a brief update on the adult swim pilot program. The first night there was zero attendance. The second night there was one person. The last adult swim night is July 31, 2012.

Item#18. Managers report by Darrin Price.

Darrin Price reported on the following;

- The District was notified of a fire at the Gepford Park. Someone had set the portable restroom on fire, the restroom has been replaced.
- He is working with Fly Dogs for a potential event to be held at the Sun Valley Community Park.
- The Sun Valley Teen Center received a national award for their events and programs offered to youth.
- There has been an increase in landlord/tenant complaints. Staff is looking at revising the District policy.
- The Recreation Outreach Committee approved the survey questions and will conduct the survey electronically and manually.

Item#19. Motion to convene to a closed personnel session (NRS241.030) to consider the character and competency of Chris Melton in his current position of Service Technician 3.

Item#20. Motion to convene to a closed personnel session (NRS241.030) to consider the character and competency of Jon Combs in his current position of Field Supervisor.

Item#21. Reconvene to public meeting to consider possible change in compensation for the positions of Service Technician 3 and Field Supervisor.

Robert Fink made a motion to approve staff recommendations to adjust the Service Technician 3 position \$2.73 per hour. Linda Woodland seconded the motion. The motion died because of a tie vote;

Yea: Robert Fink, Linda Woodland

Nay: Margaret Reinhardt, Garth Elliott

Robert Fink made a motion to approve staff recommendations to adjust the Field Supervisor position \$2.75 per hour. Linda Woodland seconded the motion. The motion died because of a tie vote;

Yea: Robert Fink, Linda Woodland

Nay: Margaret Reinhardt, Garth Elliott

Garth Elliott commented for the record he voted Nay for both the 9% and 11% increase.

Item#22. Public Comments.

Vicky Maltman commented the Veterans of Foreign War Post 3819 is holding a benefit fundraiser on September 30, 2012 at the Grand Sierra Resort.

Joseph Barstow commented Saint Vincent's will be providing the Sun Valley Food Pantry with some funding for food. Saint Vincent's is also looking at other ways to help assist the Sun Valley Food Pantry. He also commented two weeks ago several nurse graduates attended the Food Pantry and they would like to offer some assistance to the members of the Food Pantry.

Jennifer Merritt thanked the Board and management and commented she enjoys working for the District. She has worked for both private and government agencies and she is very appreciative to have a job. She commented as an employee who attends all the meetings she understands the Boards concerns when it comes to raises and respects their opinions. She has concerns for the other employees who don't get to hear the Boards opinions and/or concerns. She suggested the Board provide a letter of appreciation or consider alternative incentives for employees. She thinks the employee moral will go down since it has been three years since the last approved raise.

Item#23. Board Comments.

Margaret Reinhardt wanted to try and explain Garth's comment regarding education being paid by the District that only benefits the employees resume. Margaret recalled a few years ago an employee getting reimbursed for a bookkeeping class that never was applied to their position. She thinks the District does sometimes pay for education that is useless to the District.

Garth Elliott commented coming from the health care industry it is unheard of that the employer pays for an employee's certifications, he has always paid for his own certifications. He doesn't want people to think that the two employees who were discussed tonight are not deserving, but he doesn't know how to respond to the customer knowing that their rates are going to increase by thirty percent. When he was running for the District he heard from a lot of citizens who struggled financially and didn't know how they could pay their bills and feed their family. He commented if the Board swings the right way he would like to revise the wage scale after the first of the year according to the economy. He commented he thinks there is still a feeling of la la land and the reality of the situation has not sunk into certain individuals. He thinks Sun Valley has been hit the hardest and yards are drying up because residents can't afford the water.

Linda Woodland commented that Garth is incorrect about medical personnel. She has a family member that has been a veterinarian in three different states and her employer paid for her schooling and all travel expenses. She doesn't think it matters what health care industry it is when it comes to medical personnel.

Item#24. Future Agenda Items.

None requested

Item#25. Adjournment.

Linda Woodland made a motion to adjourn at 10:08 pm. Garth Elliott seconded the motion. The motion carried unanimously.