



**Sun Valley General Improvement District
Board Meeting Minutes of
July 28, 2016**

Board Members Present:

Sandra Ainsworth	Chair
Susan Severt	Vice Chair
Margaret Reinhardt	Secretary
Garth Elliott	Treasurer
Joseph Barstow	Trustee

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Public Works Director
Jennifer Merritt	SVGID, Administrative Assistant
Nancyann Leeder	SVGID, Legal Counsel

Other Members Present:

Michael Rider	Audience
Glenda Walls	Audience

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:00 pm 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; Chairperson Ainsworth, Vice Chair Severt, Secretary Reinhardt, Treasurer Elliott, and Trustee Barstow. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Darrin Price.

Item# 3. Public comments for items not on the agenda.

Audience member Mr. Rider commented on the Youth Baseball State Tournament. Several of the Sun Valley Cal Ripken youth teams advanced to the State Tournament and performed well.

Item# 4. Motion to approve the agenda.

Trustee Barstow made a motion to approve the agenda. Treasure Elliott seconded the motion. The motion carried unanimously.

Item# 5. Certify posting of the agenda.

Jennifer Merritt certified posting of the agenda.

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

None

Item# 7. Discussion and motion to approve accounts payable for June 27, 2016.

Treasurer Elliott gave a brief report of the accounts payable for June 27, 2016.

Treasurer Elliott made a motion to approve the accounts payable for June 27, 2016 in the total amount of \$634,216.56. Trustee Barstow seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and motion to approve accounts payable and customer refunds for July 28, 2016.

Treasurer Elliott gave a brief report of the accounts payable for July 28, 2016.

Treasurer Elliott made a motion to approve the accounts payable for July 28, 2016 in the total amount of \$84,420.27. Trustee Barstow seconded the motion. After discussion the motion carried unanimously.

Treasurer Elliott reported there were no customer refunds for July 28, 2016.

There were no public comments.

Item# 9. Discussion and motion to approve board minutes of July 14, 2016.

Vice Chair Severt made a motion to approve the board minutes of July 14, 2016 as submitted. Trustee Barstow seconded the motion. The motion carried by the following; Ayes – Trustee Barstow, Treasurer Elliott, Secretary Reinhardt, Vice Chair Severt Abstain – Chairperson Ainsworth (vacation)

There were no public comments.

Item# 11. Review of the Sun Valley Parks and Recreation Drone Public Service Announcement with possible action to approve.

Mr. Price presented a drone video for review regarding the Sun Valley Parks. The video promotes the recreation amenities and programs at the various parks. He requested approval to accept the video and be used for promotional and community awareness.

Secretary Reinhardt made a motion to approve the drone video to be used for promotional and community awareness. Chairperson Ainsworth seconded the motion. After some discussion the motion carried unanimously.

There were no public comments.

Item# 10. Presentation by Sun Valley Pool Aquatic Supervisor Brandon Lacow regarding 2016 pool season.

Brandon Lacow, Sun Valley Pool Aquatic Supervisor gave a brief report of the 2016 pool season. Mr. Lacow reported on the opening day the pool had 219 in attendance. Swim Lessons have been successful; the first session there was a total of 78 participants, second session there was a total of 100 participants, and the third session there are a total of 63 participants. The pilot program Parent and Me swim lesson had minimal participation, but received positive feedback. He believes this program would be beneficial in the future. He reported on the July 4th Free Swim Day, there was a total of 420 in attendance for the free swim day. He had to recruit outside lifeguards to assist with the free swim day. He reported the overall pool attendance is busier in the weekdays versus weekends. He also reported he is on target to meet the budgeted amount for concessions sold at the pool.

Mr. Lacow reported the pool has been very busy up until the pool closed for mechanical issues. When the pool was operational again, there was a total of 157 in attendance. He reported the average attendance per day is approximately 139 patrons.

Treasurer Elliott commented he would like the District to promote the pool more. He would like to promote the pool with either photos or videos of the various programs that are offered at the pool that can be displayed on the District's website. He also inquired if there is any way to make up any loss while the pool was closed.

Mr. Price responded what the District lost in revenue was saved on expenses for lifeguards and chemicals; he is hoping for a minimal loss. Mr. Price inquired how many rescues have been made this season.

Mr. Lacow responded since he has been at the Sun Valley Pool, rescues have been at a record low. He challenged his lifeguards for every week there was not a rescue, he would reward them. The majority of this year's rescues are contributed to a miscommunication by the patrons which slide they should be going down based on swim level and height. Staff has combatted the situation by a lifeguard going into the pool whenever they think a patron needs help going down the slide.

Vice Chair Severt inquired if the participants for the swim lessons are new participants or repeat participants moving up in different levels.

Mr. Lacow responded majority of the swim lesson participants are returning swimmers that have graduated up to the next level.

After further discussion the Board thanked Mr. Lacow for his presentation.

There were no public comments.

Item# 12. Update of the July 15, 2016 Movie in the Park.

Mr. Price gave a brief update regarding the July 15th Movie in the Park. The Movie in the Park was another success. The pool had approximately 139 patrons and approximately 125 patrons that attended the movie. Staff promoted the event by providing flyers in schools, press releases, messages on the bottom of the bill, flyers inserted with the bills, the District's website and Facebook page.

Mr. Price thanked all of the sponsors who donated a raffle prize toward the event. Mr. Price provided a list of sponsors for informational purposes. He reported the District raised a total of \$405 in concessions and raffles. Expenses for the event, excluding staff time, were \$755.

Expenses include the purchase of concessions, health and event permit, security service, movie license, and popcorn machine rental. The District received a net loss of \$350.

There were no public comments.

Item# 13. Discussion and direction to staff on proposed Electronic Message Display Marquee.

Mr. Price reported Treasurer Elliott has been working towards the replacement of the existing marquee at the Sun Valley Community Park for over a year. The existing sign requires manually replacing letters for every announcement. Mr. Elliott would like to replace the existing marquee with an Electronic Message Display marquee. He also secured funding from Washoe County for the purchase of the sign.

Mr. Price reported over the past several years Washoe County had received several concerns/complaints regarding existing Electronic Message Display signs and that is what prompted Washoe County to amend their Sign Code. Washoe County approved a new Sign Code a few months ago which has put restrictions on the District as far as a location for an Electronic Message Display Marquee. With the new sign requirements one of the restrictions is a height requirement. Staff would like to have a taller sign to help deter vandalism; the code has a 6 foot or less height requirement. Another requirement is that any Electronic Message Display has to be 300 feet away from residential; the existing marquee location would be in violation if it the sign was changed to an Electronic Message Display. Staff was led to believe that the Annex could be considered as a potential Electronic Message Display site. First the District had to submit for a Washoe County Administrative Permit changing the use of the property, but then later found out that the Annex property does not meet the new Sign Code requirements either based on the overall size of the property. He stated an Electronic Message Display can only be displayed on a parcel that is 10 acre feet or greater and 300 feet away from residential. Mr. Price provided five options for consideration; Replace the existing marquee with a new marquee that is not an Electronic Message Display. Mount an Electronic Message Display on the side of the pool building. Install a marquee at the Annex property that is not an Electronic Message Display. Install an Electronic Message Display marquee towards the north end of the Sun Valley Community Park closer to East 7th Ave. The last option is to request a change to the Sun Valley Area Master Plan.

Mr. Price expressed his concerns of mounting an Electronic Message Display on the pool building. This would require the District to move the existing pool sign up higher or lower to accommodate the Electronic Message Display. It will also distract drivers, because they would have to turn their heads to read a message. He stated that particular intersection already has safety concerns and he doesn't want to add to them. He also reported the pool area is a corrosive environment being close to the pump room and it is a wet area in general putting the sign at additional risk. Mr. Price also expressed his concerns moving the Electronic Message Display marquee towards the north because it would require potential engineering since it would interfere with the detention basin. Staff would have to build a pad up high enough for the sign and the pad would have to pass a compaction test. Staff would also have to secure a power source for the site.

Chairperson Ainsworth inquired if the District could request for a Special Use Permit for the Electronic Message Display marquee to see if anyone objects.

Mr. Price responded per the new Sign Code, Special Use Permits are now excluded.

Secretary Reinhardt would hate to lose free money for Sun Valley especially if Washoe County was willing to donate the funds to purchase a new sign.

Vice Chair Severt inquired if the District could illuminate a non-Electronic Message Display with landscaping lights. She also inquired what the maximum size is allowed for a non-Electronic Message Display. She suggested purchasing a new marquee that is not an Electronic Message Display and mount it in the existing location.

Mr. Price responded he would have to investigate into Vice Chair Severt's inquiries.

Majority of the board members agreed that the existing location is the ideal spot for a marquee sign.

Treasurer Elliott stated he doesn't want to give up yet. He agrees mounting an Electronic Message Display on the side of the pool building could be a distraction but there are ways to mitigate the distraction by delaying the message rotation time and also lower the brightness of the sign at night time. He believes the Electronic Message Display has a lot of benefits that need to be considered. He stated it is an inconvenience to have to change the Sun Valley Area Plan, but it could also be very beneficial to the community. He anticipated a change to the Sun Valley Area Plan would take a little over a year.

Mr. Price suggested delaying any action on this item to allow for staff to gather additional information as discussed and report back at a future meeting. He also suggested inviting a Washoe County staff member to give a presentation on the potential process of changing the Sun Valley Area Plan.

Treasurer Elliott made a motion to postpone any action regarding the Electronic Message Display to allow staff to investigate other options. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Review and discussion regarding fall Pipeline article ideas with possible direction to proceed.

Ms. Merritt provided a list of article ideas for the fall Pipeline. She reported the Pipeline is scheduled to be distributed the month of October and the articles include; Recreation/Pool season recap, Promotion of the various programs that are offered at the Sun Valley parks, Promotion of the upcoming Veterans Day Celebration, Tariff update, announcement of the 2016 Community Service Award winners and Photo Contest winners, Important dates to remember and a small message encouraging customers to vote.

Secretary Reinhardt suggested a farewell article of her.

Mr. Price responded staff had plans on putting together a farewell article for the winter Pipeline that is distributed in January. He suggested an article for the fall Pipeline regarding Secretary Reinhardt's Certified Public Official accomplishment.

After further discussion Vice Chair Severt made a motion to approve the article ideas for the fall Pipeline as submitted including Secretary Reinhardt's Certified Public Official accomplishment article. Chairperson Ainsworth seconded the motion. After further discussion the motion carried unanimously.

There were no public comments.

Item# 15. Request to purchase a new service truck for the field.

Mr. Combs reported field staff is requesting approval to purchase a new service truck to replace a 2002 Dodge truck. He reported the Board approved \$50,000 in the Acquisition Budget for a new service truck; however staff is only requesting a not to exceed amount of \$40,000 for a new service truck. Staff is looking at purchasing a truck that operates with a gas motor and not a diesel. The particular truck they would like to purchase operates with flex fuel which is accepted by the State regulations as alternative fuel.

Secretary Reinhardt made a motion to approve Mr. Combs request as submitted. Chairperson Ainsworth seconded the motion. After further discussion the motion carried unanimously.

There were no public comments.

Item# 16. Discussion and possible action to approve The Chamber annual membership renewal.

Mr. Price reported staff and several board members had a meeting with The Chamber regarding their benefits that they offer. He stated he was surprised to hear that there are only two businesses within Sun Valley that are members of The Chamber.

Vice Chair Severt commented The Chamber has some tools that could assist the District, but it would require a lot of additional staff time.

Trustee Barstow made a motion not to renew the District's membership with The Chamber. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 17. Review of District Tariff Rules for possible amendments with possible direction to staff.

Mr. Price provided a list of Tariff Rules that staff is proposing to amend. He gave a brief description of each amendment; Rule 2 - staff would like to mirror Truckee Meadows Water Authority water right dedication schedule, Rule 3 - minor language edits, Rule 4 - minor language edits, Rule 8 - changing Title from Landlord's Standing Agreement to Landowner Standby Agreement, Rule 19 - minor language edits, Rule 20 - adoption of recommendations from the Rule 20 Review Committee regarding multi-units, and Rule 21 & Rule 22 - to consider increasing the reinstallation of nonpayment disconnect fee for afterhours only.

After further discussion Vice Chair Severt made a motion to approve the proposed Rules as submitted to be part of the September 8, 2016 Tariff Hearing. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 18. Legal report by Nancyann Leeder.

None

Item# 19. Field report by Jon Combs.

Mr. Combs gave a report on the Pool closure. He reported on Wednesday, July 20th staff noticed the pool pumps had half the flow that is required to run the pumps. The Field Supervisor performed some basic tests to try to correct the problem, but nothing worked and

that is when the decision was made to close the pool. Staff continued to work diligently to diagnose the problem including having equipment inspected by an electrician, pumps inspected, and had the entire pump room inspected by the District's engineer. All inspections came back good, so staff contacted a professional pool contractor to come inspect the pool. Timberline Pool came out on Tuesday, July 26th late afternoon and inspected the pool and determined that there was an airlock somewhere in the line. Staff closed off all the skimmers except for one and used a pump to force water through the line to clear the airlock. This cleared the airlock and staff quickly cleaned up the pool deck and stabilized the chemicals in the pool and was able to open the pool on Thursday, July 28th.

Item# 20. Manager's report by Darrin Price.

Mr. Price reported on the following items;

- Community Development Block Grant still has funding for projects and is accepting applications for projects. The District was not awarded the first time for grant funding because the District's project didn't meet the economic development requirements. He reported he will re-submit his grant application for repairs at the Sun Valley Pool. He stated the Community Development Block Grant Committee changed the project criteria last year and all projects now must focus on economic development.
- On behalf of the District and the Sun Valley community, he thanked the Fink Family for their donation for a free swim day August 6, 2016.
- Staff has started working on the District's audit and will be working directly with the District's auditor.
- Mr. Price congratulated Jon Combs and Damon Poelstra for recently becoming Certified Pool Operators.
- Mr. Price reported on Saturday, July 23rd two teens set the portable restroom near the BMX track located in the Sun Valley Community Park on fire. They also set some shrubs on fire near the soccer field. The fire was reported and because the Truckee Meadows Fire Station 15 located in Sun Valley was already called out for another fire, a fire crew from Stead reported to the park fire. There was some confusion on what was on fire because they only saw the shrub fire when they entered the park. After they left the Nevada Highway Patrol called them back to the park to finish putting out the restroom fire. By the time they responded back to the park, the restroom was burnt to the ground. He reported two teens were caught and confessed to the incident. The District is working with both the Washoe County Sheriff's Office and Truckee Meadows Fire Department and the District will be seeking restitution. Mr. Price showed a video of the incident.
- On behalf of the District Mr. Price wished Chairperson Ainsworth a happy birthday.

Item# 21. Public Comments.

Audience member Ms. Walls suggested starting a community petition in support of an Electronic Message Display sign for the Sun Valley Community Park.

Item# 22. Board Comments.

Vice Chair Severt reported she was onsite during the time of the fire at the Sun Valley Community Park along with two Nevada Highway Patrol officers. The officers had their fire extinguishers out prepared to help combat the fire near the BMX Track in case it spread to the vegetation on the hillside. Once the fire crew made it over to the BMX Track, the restroom was completely gone and they were unaware of what the structure was at the time when they were trying to clean up what was left of the fire. Once they found out it was a portable restroom they slightly panic because it became a hazmat issue. She stated there were multiple fire calls that occurred while she was at the park.

Vice Chair Severt also expressed her disappointment with the Governor's change with the

Community Development Block Grant having Economic Development restrictions. The grant is called "Community Development" and not "Economic Development". Any Community Development Project would create some level, high or low, of Economic Development. She suggested expressing the District's displeasure with the Community Development Block Grant change.

Treasurer Elliott stated he is disappointed with the lack of representation by Ms. Eklof at the District's board meeting considering the District pays her over \$1,400 a month. He also expressed his dissatisfaction with Washoe County's new Sign Ordinance. He stated the only recourse the District has regarding the new Sign Ordinance is to request for an Area Plan Change. He believes there are benefits of updating the Sun Valley Area Plan.

Treasurer Elliott reported he recently attended a graffiti meeting with Washoe County Sheriff's Office and a few members from the Sun Valley Citizen Advisory Board. He stated Washoe County Sheriff's Office only has two to three active cases regarding graffiti that they can act on. He reported the other areas that have graffiti are located on private property and they haven't signed a waiver yet. He would like to have further discussion on how the District could assist Washoe County with additional outreach to the Sun Valley community regarding graffiti abatement.

Treasurer Elliott also suggested asking all sponsors who donate a free swim day to provide lunch for the pool staff and/or for the District to provide lunch.

Item# 23. Future Agenda Items.

Darrin Price reported the following items will be on the next agenda;

- Update by Washoe County Sheriff Office regarding graffiti abatement
- Update by Reno Paintball
- Request to attend the Nevada Association of Counties Conference
- Request to attend the CA-NV-AWWA Conference
- Customer request to discuss Sun Valley park hours
- Continuation of the Electronic Message Display Marquee
- Update regarding FlashVote

Treasurer Elliott suggested getting help from EDAWN to assist the District with the Community Development Block Grant regarding Economic Development.

Chairperson Ainsworth requested a proclamation in support of law enforcement.

Vice Chair Severt requested a presentation by Washoe County Code Enforcement how they can enforce graffiti abatement on the property owners because graffiti is considered a nuisance violation.

Item# 24. Adjournment.

Secretary Reinhardt made a motion to adjourn at 7:53 pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on August 11, 2016.

Minutes Prepared by:
Jennifer Merritt, Administrative Assistant