



**Sun Valley General Improvement District  
Board Meeting Minutes of  
June 23, 2016**

**Board Members Present:**

Sandra Ainsworth	Chairperson
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
Erin Dowling	SVGID, Customer Service Supervisor
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

**Other Members Present:**

Suzanne Dutra	Audience
Karen Pickens	Audience
Glenda Walls	Audience
Tim Holland	LP Insurance
Jared Rossie	LP Insurance
Nancyann Leeder	SVGID, Legal Counsel
John Slaughter	Washoe County, County Manager
Andrea Tavener	Washoe County Manager's Office-Constituent Services
Stephen Romero	Willis Pooling

**The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:03 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 Trustee Barstow

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

Pastor Barstow gave a brief update on the Food Pantry of Sun Valley. He received a delivery of food and he was able to secure enough freezers to store the food items.

**Item# 4. Motion to approve the agenda.**

*Secretary Reinhardt made a motion to approve the agenda. Trustee Barstow 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 and customer refunds for June 23, 2016.**

Treasurer Elliott gave a brief report of the accounts payable for June 23, 2016.

*Treasurer Elliott made a motion to approve the accounts payable for June 23, 2016 in the total amount of \$178,369.67. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.*

Treasurer Elliott gave a brief report of the customer refunds for June 23, 2016.

*Treasurer Elliott made a motion to approve the customer refunds for June 23, 2016 in the total amount of \$1,320.30. Chairperson Ainsworth seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and motion to approve Board minutes of June 09, 2016.**

*Secretary Reinhardt made a motion to approve the Board minutes of June 09, 2016 as submitted. Trustee Barstow seconded the motion. The motion carried by the following; Ayes – Trustee Barstow, Secretary Reinhardt, Vice Chair Severt, Chairperson Ainsworth Abstain – Treasurer Elliott (absent from meeting)*

There were no public comments.

**Item# 9. Presentation by Washoe County Manager John Slaughter regarding Washoe County business.**

Washoe County Manager, John Slaughter gave a brief update regarding Washoe County business. Mr. Slaughter reported on Washoe County's budget; he stated the County is doing well, but has some challenges due to the property tax cap. He met with various department directors and staff to help balance the county's 634 million dollar budget. Based on the needs of the County, the County will provide funding for additional employees. Mr. Slaughter has placed the following items as a priority for the County's budget; Public Safety (adding additional deputies), Courts (adding additional judges), Child Advocacy Center (adding funding to assist children that are victims of physical/sexual abuse), Building and Safety (new growth), and the merger of Social Services and Senior Services, now known as Human Services Agency. The merger between Social Services and Senior Services will be

able to provide additional resources to both programs, additional meals at sites and on-wheels.

Mr. Slaughter reported on the AB 104 Gaming Tax. The County began collecting of the AB 104 Gaming Tax in 1991. The tax is limited by law and is calculated by a multiplier. He stated last year a county staff member and management of the Budget Office observed that the amount collected from the AB 104 Gaming Tax had declined over the past fiscal years. The County's Manager's Office contracted with an accounting firm to validate the budget team's calculations and conducted a review of procedures. On February 9, 2016, the Board of County Commissioners reviewed a report by the contracted accounting firm. The report verified/confirmed the County's budget team's calculations that began with Fiscal Year 2008-2009 and continuing through Fiscal Year 2014-2015. The report showed that the County had under-collected AB 104 Gaming Taxes billed to the various casinos and other businesses that offer gaming. He stated based upon the legal opinion of the District's Attorney's Office, several options were available for consideration for both the collection of prior years' AB 104 Gaming Taxes from the gaming businesses and the remittance of the amount that was under-collected to the ten other local government entities for this seven year period. The total amount of funds that was under-collected was \$4,833,930. Of the \$4,833,930 that was under-collected, Washoe County's share was \$3,221,467 and other local governments' share was \$1,612,462. The other local governments affected are; City of Reno, City of Sparks, Truckee Meadows Fire Protection District, North Lake Tahoe Fire Protection District, Sierra Fire Protection District, Incline Village GID, Palomino Valley GID, Verdi Television District, Carson Truckee Water Conservancy District, and Sun Valley GID. Mr. Slaughter stated Washoe County management has contacted many of the gaming businesses to brief them on the issue and notifying them of the error. Washoe County management believes that any attempt to retroactively collect not only will involve many recalculations based on facts, but will also be met with legal challenges with delay of collections. The Board of County Commissioners considered all the options and approved the option to forego retroactively collection the full seven year period of billing AB 104 Gaming Taxes due to the County and collect the fiscal year 2015-2016 and remit to the ten other local entities for repayment of their share of the amount of AB 104 Gaming Taxes collected. The County has put quality control procedures in place to prevent future discrepancies.

Mr. Price inquired how the disbarments of the AB 104 Gaming Taxes to the government entities are determined.

Mr. Slaughter responded the distribution of the AB 104 Gaming Tax is based on a formula that was adopted by the Legislature and controlled by the State. The County collects the AB 104 Gaming Tax each year and reports it to the State. The State then distributes the collected gaming taxes among the government entities. The formula is based on 1980-1981 assessed evaluations.

Mr. Price stated the Sun Valley community has been approved for two marijuana dispensaries. He inquired what are Washoe County's plans to tax marijuana dispensaries in the future.

Mr. Slaughter responded Washoe County has no authority to tax unless they have direct permission from the Legislature. The County is currently in discussion to find a way to collect some revenue from marijuana dispensaries for local governments. The Legislature implemented a tax for marijuana dispensaries and put a priority on funding for state programs and school districts.

Vice Chair Severt commented on the upcoming ballot question; the medical marijuana dispensaries will get the first opportunity to be able to distribute recreational marijuana.

Mr. Slaughter responded the ballot question is in great detail, and it does give the medical dispensaries the opportunity to be the first ones to offer recreational marijuana.

Mr. Slaughter continued with his Washoe County update and stated there are some sidewalk improvement projects scheduled this year for Sun Valley along Sun Valley Blvd. The Sun Valley Blvd. project is to enhance the safety and ADA compliant features for pedestrians. He reported that the County has approved to continue with animal clinics, offering micro chipping. He also reported on the County's communications, last year the County provided 80 press releases specifically related to Sun Valley over the past year.

Vice Chair Severt commented on the sidewalk located on Sidehill Dr. She mentioned the sidewalk was installed several years ago by Washoe County. The sidewalk was an experiment; the County installed an asphalt curb and backfilled with chipped asphalt. It was never coated properly and now the sidewalk is deteriorating and is a complete mess. She also mentioned she has on several occasions wrote a message to the manager on the Washoe County's website and never gets a reply back. She also stated some of the department pages don't include phone numbers and make it difficult to contact anyone at the County.

Mr. Slaughter responded the County recently added a complete staff directory to its website and it lists employee name, phone number, and email. He will investigate where department page emails are being directed to.

Mr. Slaughter finished his update by commenting one of his favorite events he likes to attend each year is the Sun Valley Veterans Appreciation Breakfast. He thanked Sun Valley GID for helping host the event.

Chairperson Ainsworth inquired if the feral cat program is still available.

Mr. Slaughter responded the feral cat program is still available.

The Board of Trustees and staff thanked Mr. Slaughter for his update.

There were no public comments.

**Item# 10. Presentation by Nevada Public Agency Insurance pool and LP Insurance and possible acceptance of insurance renewal proposal for District facilities.**

Stephen Romero with Willis Pooling representing Nevada Public Agency Insurance Pool briefly went over the service agreement for 2015/2016. He gave a brief report on the POOL Program and what it has to offer.

Jared Rossie with LP Insurance briefly went over the deductibles and summary of coverage's. The District's policy has a \$500 deductible for each and every loss that is reported. All of the District's coverages for liability, property, or auto loss, and earthquake or flood loss remain the same as last year. One change to the policy is the District's Pollution Policy is now included with the Nevada Public Agency Insurance Pool Member Coverage, it is now known as the Environmental Liability Coverage. The overall rates for all POOL members remained close to flat. The District's total program cost including all services for 2016-2017 is \$55,437.22 a decrease from last year's premiums.

Mr. Rossie gave a brief overview on all the coverages and reported the property limit is a blanket limit with a maximum limit of \$300,000,000 per loss for all members. He also gave a brief overview of the POOL's Risk Management, total POOL Experience, and Severity. He stated claims activity overall appear to be stable and have decreased from last year.

Mr. Romero commented on the Environmental Liability Coverage, he stated the District's deductible is \$25,000; each incident limit is \$2,000,000, with an aggregate limit of \$10,000,000. He also reported with his new position with Willis Pooling, he actually purchases insurance for the Pool. He was able to negotiate pricing to help reduce the premium rates for Pool members. He provided a ten year overview of Pool Claims Experience. Over the past ten years overall pool member claims have been decreasing.

*After further discussion Vice Chair Severt made a motion to approve the renewal of the District's insurance with LP Insurance Services in the total amount of \$55,437.22. Trustee Elliott seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 11. Presentation by LP Insurance regarding District Health Benefits cost for fiscal year 2016/2017.**

Tim Holland with LP Insurance gave a brief report regarding the District Health Benefits costs for fiscal year 2016-2017. He stated because of the Affordable Care Act premiums are now based on an Age Banded. He reported the District's Hometown Health Medical has a 5% decrease in premiums, Standard Dental has a 12% increase in premiums due to an increase in dental claims that exceeded the annual premiums, Superior Vision has a 4% increase premiums due to the Affordable Care Act, and a 0% increase for Life Insurance. The District's total annual premium is \$193,218 an overall 3% decrease from last year's premiums.

Mr. Holland reported on some of the plan changes with Hometown Health Medical. He stated basic labs increased from \$15 per lab to \$30 per lab, X-Rays and Diagnostic Testing increased from \$40 per test to \$60 per test, Emergency Room increased from \$250 per visit to \$300 per visit, Annual Out of Pocket Maximum increased from \$4,400 per member to \$4,600 per member and \$8,800 per family to \$9,200 per family, and Prescriptions Tier 1 increased from \$5 per prescription to \$10 per prescription. These increases are not to the District, but an increase to the employees out-of-pocket expenses.

The Board of Trustees and staff thanked Mr. Holland for his update.

There were no public comments.

**Item# 12. Discussion and action to approve Resolution to augment budget for the following Sun Valley General Improvement District Funds;**

**A. Resolution to augment the Sun Valley General Improvement District Water Enterprise Fund.**

Mr. Price reported the District needs to increase the expenses associated with credit card fees. Staff gave a projection of what all the associated credit cards fees would be for the convenience for customers to pay their bills with a credit card in the person or on-line. After receiving a full year's worth of credit card fees from the various financial intuitions, staff now has a good idea of what the true amount will be for

credit card expenses.

*After further discussion Vice Chair Severt made a motion to adopt the Resolution to augment the budget for Sun Valley GID for the 2015-2016 Fiscal Year for the Water Enterprise Fund for operating expenses from \$3,093,150 to \$3,121,300. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**B. Resolution to augment the Sun Valley General Improvement District Sewer Enterprise Fund.**

Mr. Price reported the District needs to increase the expenses associated with credit card fees. Staff gave a projection of what all the associated credit cards fees would be for the convenience for customers to pay their bills with a credit card in the person or on-line. After receiving a full year's worth of credit card fees from the various financial intuitions, staff now has a good idea of what the true amount will be for credit card expenses.

*After further discussion Trustee Barstow made a motion to adopt the Resolution to augment the budget for Sun Valley GID for the 2015-2016 Fiscal Year for the Sewer Enterprise Fund for operating expenses from \$2,590,215 to \$2,618,365. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**C. Resolution to augment the Sun Valley General Improvement District Recreation Fund.**

Mr. Price reported the District needs to increase the expenses for parks to cover the cost of landscaping expenses. He stated the District is not really increasing the fund, but transferring funds from one general ledger to another.

Mr. Combs reported during the time of approving the final Fiscal Year 2015-2016 budget staff had recommended hiring an employee to perform maintenance in the parks and reduce the expenses associated with the District's contracted landscaper. Because the hiring of the employee never came to fruition, the District's contracted landscaper performed all the park maintenance.

*After further discussion Trustee Barstow made a motion to adopt the Resolution to augment the budget for Sun Valley GID for the 2015-2016 Fiscal Year for the Recreation Enterprise Fund for operating expenses from \$196,105 to \$219,480. Treasurer Elliott seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 13. Review and approval of the final draft summer Pipeline.**

Ms. Dowling provided a copy of the final draft of the summer Pipeline. She reported there are some grammar corrections and spacing corrections that staff will make sure are done prior to distribution. The Pipeline, if approved, is schedule to be distributed the month of July with all billing statements.

Trustee Barstow requested to include a statement regarding the park being chilly at night and encourage patrons to come prepared with blankets and coats for the upcoming Movie in the Park.

Vice Chair Severt requested to add a statement in the footer to visit the District's Facebook page.

*After further discussion Vice Chair Severt made a motion to approve the final summer Pipeline including necessary edits as recommended. Trustee Barstow seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 14. Discussion and possible action to approve renewal of Nancyann Leeder Service Agreement for backup legal services.**

Nancyann Leeder provided her Legal Service Agreement for renewal as the District's back-up attorney. She stated there are no major changes to the agreement and her fees remain the same.

*After some discussion Treasurer Elliott made a motion to approve Nancy Leeder's Legal Service Agreement as submitted. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 15. Update regarding Dive Into Summer.**

Ms. Dowling gave a brief update regarding the Dive Into Summer Event. The 4<sup>th</sup> Annual Dive Into Summer Event was a success. The pool had approximately 75 patrons and approximately 175 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.

Ms. Dowling thanked all of the sponsors who donated toward the event either with a cash donation or a raffle prize donation, the District received over \$2,000 in numerous donations. She also wanted to thank Washoe County for allowing the District to continue to borrow their movie screen and sound equipment. She stated if the District ever had to purchase its own equipment, the basic package for a movie screen and sound equipment starts at \$11,000. Ms. Dowling reported the District raised a total of \$672 in concessions, raffle, and cash donations. Expenses for the event, excluding staff time, were \$961. 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 \$289.

Chairperson Ainsworth thanked everyone who participated with the event.

Treasurer Elliott commented he is impressed with the list of sponsors that donated towards the event. He would like to make it a goal for future events to at least break even.

Ms. Merritt responded to Treasurer Elliott's request. In years past, the District has always broke even or has in some cases made a profit on past events, with the exception of staff time. She stated the net loss for this year's Dive Into Summer Event was contributed to a decrease in movie concessions. She stated more patrons are bringing their own food items to the event.

There were no public comments.

**Item# 16. Discussion and possible motion per District personnel policy 9.3.1; Board to determine percentages for potential wage increase and/or consideration of alternative incentives.**

Mr. Price reported per the District personnel policy the Board annually votes on the employees' potential increase to their compensation. He reminded everyone that the employees are compensated from water and sewer operations funds. For the 2016-2017 budget, the Board approved a 0% increase to the compensation line within the budget. This is because the prior approved budget amount came well under budget and there is room within the savings to provide an increase to employee wages. The office and field employee compensation is 21.5% of the total operating expenses for both the water and sewer budgets; this is below the average of 30% for other governmental entities. He provided a history of the last 7 years of what the Board has approved for increases and also included what other General Improvement District's approved for information purposes. He reminded the Board that management performs the employee evaluations, employees who score a 4 or higher qualify for the additional merit increase which is 1.5% times the percentage that is set by the Board. He reported this year there are two employees who qualify for the additional merit increase; one in the office and one in the field. He stated the CPI for 2015 was 1.0 and the CPI for 2016 is 1.8. Staff has had an excellent year maintaining and improving efficiencies in operations and keeping spending at or below last year's budget. The District staff is dedicated, competent, professionals. He stated management's recommendation is a 3% increase to employees' compensation.

Ms. Dowling reported on a list of accomplishments from the District's office staff. She complimented Ms. Bratcher and the rest of the staff successfully completing the 2014-2015 audit with the District's new auditors. The audit process was very different from what the District was used to with Mr. Short. She stated in the front office there are three full time employees, of which two of the three were promoted last year into new positions. They both successfully completed their introductory while everyone help keep the front office running smoothly during the training periods. She commented that management was evaluating the need for a part time employee, so five of the twelve months the front office operated with just full time staff. The part time position is an important position for the front office assisting with front lobby traffic, phones, and assisting with lunch schedules. Another key accomplishment, the District successfully upgraded its Sensus Logic System, this affected both office and field employees. She also thanked the Board and Mr. Price for allowing her to attend training to obtain her Human Resource Management and Supervisor Management Certificates from UNR, Extended Studies. She complimented both office and field staff for working together and being dedicated to the District.

Mr. Combs reported the field staff did an outstanding job this year. The field staff worked together with Washoe County on the 2<sup>nd</sup> Ave. sidewalk project as well as extended a 6" mainline on Slope to Stratton. Staff rebuilt the gazebo at Gepford Park, by doing this project in house saved the District a lot of money. Staff continues to make necessary repairs on 4<sup>th</sup> Ave. by replacing sections of the 12" water main. The District continues to have great partnerships with the various Leagues that use the parks.

Mr. Combs commented staff has taken on new projects that are not within the District's scope of work, in efforts to keep expenses down. He reported staff recently painted the exterior of the Mary Hansen Center, continues to flush the sewer mains, upkeep of the water mains including flushing of several lines. Staff continues to perform its own street repairs which have saved the District thousands of dollars over the past five years. Recently, staff replaced curb and gutters at the Pool parking lot in preparation of having it resealed. Staff

also continues to keep the parks and surroundings clean and safe for the community to enjoy.

Mr. Combs complimented both field employees Mr. Hamilton for obtaining his grade 4 water certification and Mr. Baeckel for obtaining his grade 3 water certification. The rest of the field staff maintains their current water certifications and continues to obtain additional training. He thanked the field crew for an outstanding job and complimented to front office for all their hard work.

*Secretary Reinhardt made a motion to approve a 3% increase including the merit increase multiplier for employees who scored over a 4% on their evaluations. Vice Chair Severt seconded the motion.*

During discussion Treasurer Elliott commented he reviewed the other agency correspondence that was provided regarding compensation increases. He is curious how management balances the responsibility of the rate payers versus employees and how to justify a request of a 3% increase to compensation when the CPI is 1.8%. He stated he doesn't want to negate the employees because the District has great employees, but how does management expect the Board to justify the increase to the rate payers. He stated his opinion is that the District Board sometimes forgets that they have a fiduciary responsibility to both the employees and rate payers.

Mr. Price responded an increase to employees' is based on their work performance. He stated Treasurer Elliott's comment is correct that the District has a fiduciary responsibility and the District currently has funds available to justify an increase. The Board received an overview of the accomplishments that District staff has done over the past year. The Board has heard testimony that staff take on additional duties outside their scope of work so the District doesn't have to contract out services in efforts to keep operating expenses down. The savings alone from the District performing these additional duties are much larger than the proposed increase given to the employees. The District likes to trend like similar entities; other entities are proving on average a 2% to 3% increase to their employees this year. He also stated management is not just looking at past accomplishments; they are also looking at what is going to be asked of the employee for the coming year.

Treasurer Elliott stated the District has not raised its rates in a long time and he doesn't want to be in the position if Truckee Meadows Water Authority has a substantial rate increase that the District would have to pass on the increase to the rate payers. He is a rate payer himself and he understands that it would be difficult for a lot of the District rate payers to experience a rate increase. He cannot support a 3% increase but would support a 2% increase.

Chairperson Ainsworth commented she believes that raises are due to employees because they have saved the District so much this year and in years past. It shows in the District's budgets and because the District has not had to raise rates. The Board watches every dime that is spent by District staff, but it is the staff that is saving on all of the expenses and duties. She thinks that staff is doing more work now than they have done in years past because the District has grown and continues to grow. She stated if the District was in a position to having to raise rates she would have to reconsider an increase.

Trustee Barstow commented on his own employment experience and how increases are given, or not given. Any increase that he receives is based on his performance. He believes a company can tell how well employee(s) are working by money saved and available in its bank accounts. A company will have more money saved by hard working employees and

doing what is best for the company. If a company doesn't have any money it's because employees are not doing their job. Based upon the District employees' performance they deserve a raise.

Vice Chair Severt considered the report provided by management regarding the proposed compensation increases, prior increases, and how the District is able to provide a General Improvement District that it does. She stated the District doesn't receive a lot of complaints; the District isn't experiencing a lot of infrastructure problems. She took in consideration increases to the employees of out-of-pocket benefit expenses. The CPI is not true number that reflects reality, it goes up and down. She considers the cost of living versus reality; cost of consumables, gas/travel, healthcare, daycare, etc.; sometimes that needs to be looked at and added in as a factor even if an employee is not subject to all of them. She also likes to look at maintaining continuity with experienced employees that the District has. The District has experienced employees that can cover other positions and can be promoted within and plan for succession. When a public entity starts falling apart, it is when they don't have employees with institutional knowledge to keep an organization going. She stated she is pretty sure District employees can go somewhere else and make more money, but they stay because they are committed to the District because they like their job and culture. She stated that the District sets the example with its customer service. The little complaints that she has received are regarding the customer's bill, usually because the customer owes money, she has never heard a complaint about any District employee being rude.

*After discussion the motion carried by the following;*

*Ayes – Trustee Barstow, Secretary Reinhardt, Vice Chair Severt, Chairperson Ainsworth  
Noes – Treasurer Elliott*

Mr. Price thanked the Board on behalf of all the employees.

There were no public comments.

**Item# 17. Discussion and possible motion per the District personnel policy 9.3.1; Board evaluation of the General Manager.**

Mr. Price provided a Performance and Accomplishments report for fiscal year 2015-2016. He gave a brief report on some of his accomplishments; he stated his accomplishments are the employees' accomplishments. He gets to direct them and when they shine he shines. As directed, he has built upon the District's recreation programs and the District events are becoming more popular. The District has filled all of its vacant facilities and has initiated lease agreements with all of the tenants for them to help pay for their use of the facilities. The District has a responsibility to the Sun Valley community for water, sewer and recreation, but has also played a big role to the community as a government agency. He has represented the District in various capacities; Nevada Recreation and Parks Society of which he was elected to its Executive Board as the Northern Nevada member at large, Keep Truckee Meadows Beautiful Illegal Dumping Task Force to make certain that the Board's objectives are heard, American Water Works Association, California Nevada Section, as the Certification Director. He has attended various meetings held by Truckee Meadows Water Authority, Western Regional Water Commission, Northern Nevada Water Planning Commission, Washoe County Board of Commissioners and Parks and Recreation, as well as meeting monthly with the City of Reno, City of Sparks, Washoe County, and other agencies to discuss issues related to the region. He complimented District staff for doing an outstanding job looking out for the District and being mindful with expenses. Both the office and field continue to find efficiencies with their daily duties and updating procedures. He

reported on some of its upcoming goals that include continuing to apply for grants to assist the District and community on projects and programs. Research, propose, and request changes to the District's Tariff. Continue to develop standard operating procedures for the office and field.

Chairperson Ainsworth complimented Mr. Price on his leadership and how he has saved the District on its operating expenses.

Treasurer Elliott is appreciative in the different directions the District has gone, especially taking on recreation and making it successful. He also commented when an experienced employee leaves for whatever reason, it really pushes the supervisors to conduct cross-training. He appreciated the opportunity to review some of the evaluations of the supervisors and see what improvements are suggested and/or needed.

Vice Chair Severt appreciated Mr. Price fulfilling the role as the Public Works Director when it became vacant and recognizing Mr. Combs as a good replacement for the position. The transition with the promotion was almost seamless having experienced employees to refer to for assistance. She stated that there is a difference in managing employees and leading employees, Mr. Price has mastered the leadership component.

Trustee Barstow stated he has seen positive changes over the last year in Mr. Price. He encouraged Mr. Price to keep up the good work and continue to encourage staff and helping them meet their goals.

Chairperson Ainsworth collected all of the evaluation forms for Mr. Price and reported his average score is a 4.35.

Mr. Price stated per the District personnel policy the Board performs the evaluation of the General Manager and recommends if the General Manager be included with the employees for the increase. Mr. Price appreciates all the comments that have been provided and responded to an off the record question by Secretary Reinhardt. Secretary Reinhardt inquired with him what areas he needed to improve on; he stated he can improve on his communication skills with the board members. He also stated he appreciates his evaluation score and respectfully requested not to be included in the 1.5% multiplier, he only requested for the same 3% increase as the rest of the employees.

*Vice Chair Severt made a motion to approve a 3% increase in compensation based on his annual evaluation. Chairperson Ainsworth seconded the motion.*

During discussion Secretary Reinhardt commented the Board has stiffed Mr. Price numerous years in a row regarding his raises, since he became a salary employee.

Treasurer Elliott commented no disrespect or reflection on Mr. Price, he cannot support a 3% increase but would support a 2% increase. He stated he continues to always go to bat with the rate payers regarding the General Manager's salary. The Trustees know that the General Manager does a good job, it is sometimes difficult to convey that to rate payers who are experiencing financial hardships.

*After discussion the motion carried by the following;*

*Ayes – Trustee Barstow, Secretary Reinhardt, Vice Chair Severt, Chairperson Ainsworth*

*Noes – Treasurer Elliott*

There were no public comments.

**Item# 18. Legal report by Maddy Shipman.**

None

**Item# 19. Field report by Jon Combs.**

Mr. Combs reported on the following;

- Thanked the Board for the raise on behalf of the entire field staff.
- Sun Valley has a new Washoe County Road Inspector; staff met with him regarding the partnership between the District and Washoe County regarding road repairs and expectations, in efforts to continue to keep repair costs low.
- There has been an increase in water usage due to the warmer weather. The District continues to use the boundary tank to gravity feed other tanks and only pump during off-peak times for now.
- He has been training the Field Supervisor the Scada operations and he is doing a good job with the Scada.
- The field crew has been doing an outstanding job and appreciates their work performance, especially during the warm weather.

**Item# 20. Office report by Erin Dowling.**

Ms. Dowling reported on the following;

- Thanked the Board for the raise on behalf of the entire office staff.
- She commended office staff for their work performance.
- Swim lesson registration are a success this year and staff is taking a lot of recreation inquiries.
- She also commended staff for assisting with an employee who took ill in the office, resulting in a 911 call. All the employees who acted as first responders did a great job while the rest of the employees continued to assist customers in the lobby, making the situation seamless.
- The office part time employee Cheryl Court resigned and the new part time employee is Lauren Henderson.

**Item# 21. Manager's report by Darrin Price.**

Mr. Price reported on the following;

- He completed the Washoe County Administrative Application for the marquee/sign and has submitted to the County for review.
- Several board members and staff had a meeting with The Chamber following the last board meeting. The meeting went well, during the meeting it was reported that there are 80 businesses within the Sun Valley area. He had inquired how many of those businesses are members of The Chamber, there are currently only 2 out of the 80 Sun Valley businesses that are members of The Chamber.
- Truckee Meadows Water Authority is requesting to purchase water from the District and negotiate a Wholesale Agreement to provide water in the south eastern part of Sun Valley also known as Juniper Hills.
- He is concerned about the Sun Valley Citizens Advisory Board. One of the members has moved and four of the seven member's terms expire on June 30, 2016. He is concerned because they had problems trying to fill those seats to begin with.
- He thanked staff for another great year. He also thanked the Board for their support.

**Item# 22. Public Comments.**

Ms. Merritt thanked the Board for continuing to invest in the District employees. She appreciates Mr. Combs and Mr. Price being available to assist her when needed. She stated she sometimes gives Mr. Price grief for pushing her; she appreciates it because it pushes her to strive to be hard worker and continue with her education. She also commented she believes a lot of the employees enjoy working for the District because they enjoy the respect that they receive from the trustees, management, and co-workers.

**Item# 23. Board Comments.**

Treasurer Elliott commented on the Sun Valley Citizen Advisory Board. He stated that during the discussion to bring back the Citizen Advisory Board, Commissioner Jung didn't want District trustees to be Citizen Advisory Board members at the same time, which could pose as a challenge to finding members. He too is concerned about fulfilling the vacancies of the Citizen Advisory Board and hopes it can be resolved. He commented on the number of Sun Valley businesses, majority of the businesses are home businesses. In 1994 Washoe County revised its home businesses ordinance. He also thanked Chairperson Ainsworth for sharing fresh cherries and shared a childhood story about cherries.

Vice Chair Severt commented she received several calls from first time primary voters and they complimented the District board room.

Chairperson Ainsworth announced she will be absent for the July 14, 2016 board meeting.

**Item# 24. Future Agenda Items.**

Mr. Price reported the following items will be on the next agenda;

- Presentation by Paul Miller with Truckee Meadows Water Authority water quality
- Presentation by Brandon Lacow the Sun Valley Pool Aquatic Supervisor to given an update on the 2016 pool season
- Proclamation adopting July as National Parks and Recreation month
- Marketing update by Nancy Eklof

**Item# 25. Adjournment.**

*Treasurer Elliott made a motion to adjourn at 8:22 pm. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on July 14, 2016.

Minutes Prepared by:  
Jennifer Merritt, Administrative Assistant