



Sun Valley G.I.D. Board Meeting Minutes of June 28, 2012

Board Members Present:

Margaret Reinhardt	Chairperson
Linda Woodland	Vice-Chair
Sandra Ainsworth	Secretary
Garth Elliott	Treasurer
Robert Fink	Trustee

Board Members Not Present:

Staff Present:

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

Others Present:

Tom Noblett	Audience
Vicky Maltman	Audience
Mr. & Mrs. Cumbley	Audience
Warren Brighton	Sun Valley CAB, Chair
Joseph Barstow	H.O.P.E. Church, Pastor
Bonnie Weber	Washoe County Commissioner
Silvia Ramirez-Torres	5269 Slope Dr.
Lawrence Kagawa	Reno Indoor Paintball, President

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, Sandra Ainsworth, 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. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#4. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

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

Tom Noblett commented he is working with the Washoe County Sheriff's Office for possible assistance with the senior's bingo. He is also working with the County regarding the removal of weeds in the ditches.

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

Linda Woodland thinks the Board should make a formal motion regarding the purchase of the bingo board and will request it under future agenda items.

Garth Elliott commented on the fire that took place on Flora Way. The fire started by arching power lines and encouraged people to watch the segment on KOLO TV.

Darrin Price reported Sun Valley Fun Sunday is July 8th at the Sun Valley Community Park. Darrin also introduced Erin Dowling as the District's new Customer Service Supervisor.

Item#7. Discussion and motion as to payables and customer refunds for June 28, 2012.

Treasurer Garth Elliott gave a brief report of the accounts payable and customer refunds for June 28, 2012.

Garth Elliott made a motion to approve the accounts payable for June 28, 2012 in the total amount of \$511,614.91. Linda Woodland seconded the motion. After some discussion the motion carried unanimously.

Robert Fink made a motion to approve the customer refunds for June 28, 2012 in the amount of \$901.01. Linda Woodland seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve the minutes from June 14, 2012.

Linda Woodland made a motion to approve the minutes of June 14, 2012. Sandra Ainsworth seconded the motion. The motion carried by the following;

Yea: Linda Woodland, Margaret Reinhardt, Sandra Ainsworth, Garth Elliott

Abstain: Robert Fink

Item#10. Discussion and possible motion to consider request from Silvia Ramirez Torres, 5269 Slope Dr., regarding refund of sewer fees.

Mike Ariztia gave a brief report regarding the property located at 5269 Slope Drive. The property was developed correctly with both water and sewer connections. In 2005 the property was sold and a new mobile home was set up on the property. The contractor who set up the new mobile home connected the sewer line to the old septic tank that was not properly abandon. The District was never notified of the new mobile replacement therefore the District did not inspect the sewer connection. The week of April 23rd, 2012 Silvia Ramirez called the District regarding her backed up septic tank. Mike followed up immediately and visited the property to verify that the home was connected to the septic tank. He explained to the customer that they would need to abandon the septic tank and reconnect to the sewer collection system. He offered to video the main line to locate where the property was tied into. The customer was given an approximate location of the sewer lateral to the property. The customer tried to dig and located the lateral but called the District for assistance. A crew was sent out with the Vac-Con and exposed the lateral at the property line. A week later Mike went back to the property to inspect the installation of the new line. Mike reported the current owner, Silvia Ramirez-Torres, is requesting a refund of the sewer charges incurred during the period since she purchased the home and signed up for service. The consumption charges for this time period were \$264.68 and the base rate was \$497.14 for a total

of \$761.82. Staffs recommendation is that the sewer fees not be refunded. The facilities were in place for the property, in addition to the capacity that was reserved to service the property.

Margaret Reinhardt inquired if the customer should contact the contractor.

Maddy Shipman commented she cannot give legal advice, but the customer contacting the contractor who performed the mobile home set-up is not a bad idea.

Robert Fink suggested the District perform additional sewer inspections to see if the unit has been properly connected to the sewer system. He recommended videoing the sewer line or performing a water test.

Mike commented those are good suggestions. He also commented he is working with Washoe County and the State of Nevada Manufacturing Housing to get notification every time a new mobile home replacement request is made for Sun Valley so that the District can perform sewer inspections.

After some discussion Robert Fink made a motion to deny Silvia Ramirez Torres request for a refund of sewer charges. Garth Elliott seconded the motion. The motion carried unanimously.

Item#9. Update from Commissioner Weber regarding Washoe County activities and meetings.

Commissioner Weber gave a brief report regarding some of the Washoe County activities. Recently Washoe County did not renew its agreement with the Reno Fire Department. On July 1, 2012 Truckee Meadows Fire Protection District will be operating with a three man crew at each of the 13 stations and utilizing volunteer firefighters to help assist with fires and other emergencies. The Commissioners made the decision not to renew the agreement with the City of Reno for budgetary purposes. Commissioner Weber also reported on the recent change to Citizen Advisory Boards. Over the past several years it has been difficult to keep members and find new members to serve on the CAB's. She had requested for Washoe County staff to look into alternative solutions regarding the CAB's. She felt that with the lack of member participation and audience attendance that CAB's are no longer feasible. She thinks it has a lot to do with the economy and that people are hurting and are angry at this time. She thinks that topics at the CAB meetings are redundant and a lot of talk and no action maybe on both sides, the County and the citizens. One option for community outreach is utilizing the internet more, but it is not for everybody. She reported that all the CAB's will have one more meeting for the calendar year of 2012 and will discuss how they will continue meeting in the future possibly in a community forum capacity. Washoe County staff will have until the end of the 2012 to come up with a proposal for the Commissioners to consider regarding how CAB's will operate in the future. There will be Washoe County staff on hand to assist with the community forums, and the CAB's would no longer have to abide by the Open Meeting Law. This will allow for the community to still meet and discuss important topics without a mandatory quorum. She thinks that a community that is strong will pull together and help each other out.

Linda Woodland commented she thinks that the lack of attendance for the Sun Valley CAB was when the CAB's went from every month to every other month. She also commented that a lot of residents go to the CAB's to get informed of what is going on in their community or within the County.

Garth Elliott commented he understands that the continuation of the CAB's is financially driven and suggested utilizing the Washoe County Volunteer Coordinator to find willing volunteers to assist with the CAB's. Last year he attended all of the District 5 CAB meetings and they were all

well attended especially the Sun Valley CAB. He thinks it is important to continue the link between the community and the County.

Margaret Reinhardt inquired if the County gets more feed back from their citizen surveys versus CAB's.

Commissioner Weber thinks that the citizen surveys provide good results for Washoe County. She also commented she would like to have a picnic in the park with all of her CAB's to discuss how they would like to see the CAB's operate in the future.

Robert Fink commented he would like more information from the Fire Chief regarding fire services for the Sun Valley community and suggested a presentation from the Fire Chief.

Both Margaret and Darrin thanked Commissioner Weber for the County update.

Item#11 Discussion and possible motion regarding Paintball Park Proposal from Lawrence Kagawa, President of the Reno Indoor Paintball.

Darrin Price reported he has been working with the Reno Indoor Paintball on a concept for an outdoor paintball field at the Sun Valley Community Park. Darrin provided a full report and proposal from Lawrence Kagawa, President of the Reno Indoor Paintball along with conceptual design photos. He reported there would be no cost to the District to construct, operate, or maintenance of the paintball field.

Lawrence Kagawa reported that Reno Indoor Paintball provides a competitive, fun, and safe recreation environment for individuals to experience. Reno Indoor Paintball has regular members, drop-in, while also specializing in corporate team building, leadership and training camps, and catering to special events such as birthdays and other parties. Currently his indoor facilities are not big enough for training for regional tournaments and is looking for a site that he could construct a full size course. The pit at the Sun Valley Community Park would be a perfect location which would be netted off from the general public and could be designated as the Sun Valley Paintball Park.

Garth Elliott commented he has some concerns about the clean up process of paintballs. He also inquired if the BMX track users have been notified about the proposal in case they had any plans on expanding the track.

Darrin commented that the BMX track users have no interest at this time to expand the track.

Lawrence reported his standard practice for cleanup is picking up the capsules on a regular basis and disposing them into the trash. The paintballs are spherical gelatin capsules containing primary polyethylene glycol, or other non-toxic and water soluble substance and dye. Waste Management has no problem disposing of the capsules.

Linda Woodland inquired if the paintball course would be strictly outdoors and would like to know when the park would be open. She also inquired if his plans are to have it covered in the future.

Lawrence commented at this time it is strictly outdoors because a cover course would require a different location. His proposal is for day use only since there is no lighting on site.

Robert Fink suggested signage around the park saying no loading or charging of equipment.

Mike Ariztia reported the paintball facility will be open with supervision only by a Reno Indoor Paintball representative.

Lawrence commented he thinks the Paintball Park has a lot to offer to the Sun Valley community and has the potential of bringing large crowds.

After some discussion Robert Fink made a motion to accept the conceptual proposal subject to attorney review and insurance requirements. Garth Elliott seconded the motion. The motion carried unanimously.

The Board directed Darrin to work with Reno Indoor Paintball to draft a contract for possible approval and bring it back for review at the first meeting in August.

Item#12. Discussion and motion to approve Resolution to augment budget for the Sun Valley GID Recreation Enterprise Fund.

Darrin Price reported the Board approved the 2011-2012 Recreation budget estimating expenses of \$302,285.00 and the estimated expenses came in at \$362,285.00 therefore the District needs to augment the budget.

Audience member Vicky Maltman inquired if the District is augmenting the current budget or the new budget.

Darrin commented the District needs to augment the current fiscal budget that ends on June 30, 2012 because the District went over budget in the Recreation Fund.

Margaret Reinhardt inquired if Darrin increased the Recreation budget for the 2012-2013 so that the District does not have to repeat augmenting.

Darrin commented that staff did not increase the budget. During one of the workshops he suggested raising the recreation fee to cover expenses but the Board did not have the desire to increase any rates. Staff tried to cut some items from the budget and hopes that staff can stay within budget this year. The only other revenue that is generated for recreation is swim admissions and lessons, rental fees of the parks and Neighborhood Center, and ball fields. He commented that eighty percent of the recreation expenses are paid with the monthly recreational fee.

After some discussion Robert Fink made a motion to approve the Resolution to augment the budget for the 2011-2012 fiscal year for the Recreation Enterprise Fund. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#13. Review, discussion and possible direction to staff regarding the Sun Valley GID Recreation Fees and Charges Policies and Procedures.

Darrin Price provided a copy of the District's Parks and Recreation Fees and Charges Policies and Procedures as requested by Garth Elliott. Staff is seeking direction only what the Board would like to potentially change.

Garth Elliott commented he could not recall why he requested the information.

Margaret Reinhardt commented that other entities approve a budget including a set number of rental waivers. She suggested capping the number of rental waivers and the waivers would be issued on a first come first serve basis.

Robert Fink inquired if there is a need for a handicap group listed under User Groups.

Darrin requested some time to research other entities and bring back at a future meeting for further discussion.

Item#14. Discussion and possible motion to approve nominations for 2012 Community Service Awards.

Darrin Price commented the Community Service Awards will be handed out at the upcoming Sun Valley Fun Sunday scheduled for July 8, 2012. The nomination criteria is any individual, business, or organization that by their effort contributed significantly to the benefit of the Sun Valley community. The nominee must live or operate in Sun Valley, Board members and staff members are not eligible. Darrin read a list of past honorees and reported the District received the following nominations; Doug Cordova from the Sun Valley Teen Center, Heidi Parker and Melissa Krall for their hard work with the Health and Safety Fair, Highland Ranch Homeowners Association, and Stewart White.

Robert Fink commented that Stewart White deserves more than an award. He also suggested nominating the Washoe County Sheriff's Office and the Nevada Highway Patrol for their services.

Garth Elliott commented he is looking for nominations that have no financial gain and do things unselfishly for the community. He really thinks the two girls that put on the Health and Safety Fair are good candidates for the award.

Margaret Reinhardt received a nomination for La Gloria Mart. They have been a long time business in the community. Linda also commented they sometimes provide free catering for certain events.

After some discussion Linda Woodland made a motion to approve the six candidates; coordinators of the Health and Safety Fair, Doug Cordova, Washoe County Sheriff's Office, Highland Ranch Homeowners Association, and La Gloria Mart for the Community Service Award. Sandra Ainsworth seconded the motion. The motion carried unanimously.

Item#15. Discussion of request from Chairperson Margaret Reinhardt for clarification of Personnel Policy(s) and any applicable laws relating to Board member access to the General Manager's employee personal file.

Darrin Price provided the comments from the POOL/PACT regarding Board member access to employee personnel files. Board members cannot have access to files because of potential liability. Unless a board member can state explicit business needs, viewing the file can expose the organization and Board members to potential liability. Board members are not allowed to act individually; they can only take actions as a whole or as a body. The Board is the appellate body therefore, viewing files could lead to bias or preconceived notions. Board members moving from a policy role to a management role will usurp the staff. Darrin commented the Board is the General Manager's supervisor and they as a body have access to his personnel file. He feels more assured now that Mike Ariztia confirmed that his social security has been removed from his personnel file. Darrin commented that he is still concerned about the requested to view his personnel file since the Board needs to have an explicit business need and per confidentiality the Board could look at his file for an explicit business need and not with the intention of sharing that information. Darrin understood that the purpose of the Chairperson wanting look at his file was to verify a prior boards inquiry if a letter was placed in his file.

Maddy Shipman commented per the District's Personnel Manual supervisor's shall have limited access to employee files. Since the Board is the supervisor of the General Manager, the Board as a whole can have limited access to his personnel file for legitimate business needs. The recommendation provided by the POOL/PACT is a good recommendation. If a Board member would like access his employee file, it should be at the request of the whole Board since it is the whole Board that supervises the General Manager. The Board could change the policy to allow individual Board members to have access to the General Manager's personnel file if they want to. She does not recommend changing the policy because of liability reasons since there are so many things in a personnel file that could potentially, under federal law or others areas if exposed, expose things about the entity or Board members individually if they are identified as a person passing on information. She commented that Board members can have access to the General Manager's file but not for the purpose of providing information to a third party, it could be for the purpose of a legitimate business request of the Board to verify information. Maddy's recommendation is if a Board member would like to access the General Manager's employee file there should be a notation who requested access and for what purpose and the date the request was made.

- Item#16. Review and discussion regarding revisions to District's Personnel Manual Sections; 2 Personnel Records, 4 Employment, with possible motion to approve proposed revisions.**
Robert Fink made a motion to defer this item until the next meeting. Motion died for a lack of a second.

Maddy Shipman commented that the Board has already reviewed the revisions for section 2 and there are no changes to the section based on the prior agenda item.

Darrin Price wanted to clarify for informational purposes, that the Board has no access to employee files except for the General Manager's file. Section 2 of the personnel file is regarding actions that the General Manager and/or the Public Works Director would take regarding the employees.

Audience member Vicky Maltman suggested a grammar correction for section 2.

Linda Woodland made a motion to approve revisions as submitted to Section 2 Personnel Records and section 4 Employment. Sandra Ainsworth seconded the motion. The motion carried unanimously.

- Item#17. Financial report by Bill Short.**
None

- Item#18. Legal report by Maddy Shipman.**
None

- Item#19. Field Report by Mike Ariztia.**
None

- Item#20. Managers report by Darrin Price.**
Darrin Price reported on the following;
- He attended the Washoe County Commission meeting and they approved the development for a new Apple Center. The County is offering Apple an abatement since Apple is promising to generate billions of dollars in revenue to the State of Nevada.

- Sun Valley Citizen Advisory Board will be meeting July 14, 2012 at the Neighborhood Center. The next scheduled CAB meeting will not be until January 2013.
- Darrin provided a copy of the South Truckee General Improvement District agenda and staff report. He had some concern regarding the information that was used to show a General Improvement Cost Comparison, he thinks that comparison is not a true comparison since the information that Darrin provided was for both Water and Sewer.
- The Legislative Oversight Committee for the Western Regional Water Commission was set to sunset, but majority of the committee would like to continue the Oversight committee and expand it from just the western region to the whole State of Nevada.
- The Recreational Outreach Committee met June 18th and discussed the survey questions. The committee would like to expand the time period so they can work on the survey results and provide a report to the District Board this fall.
- He met with the seniors at the Neighborhood Center regarding the bingo board. He let them know that the District has no desire to take over the bingo board or disrupt their programs in any way.
- He attended the Governmental Affairs meeting and they discussed the issue regarding the Union talks for collective bargaining. He also commented he would like to provide copies of NACO and Washoe County's Bill Draft Requests for possible discussion at a future meeting.
- The summer lunch program at the parks has been a huge success so far, they serve approximately 50 kids that attend at each site.
- The Sun Valley Teen Center has assembled more garden beds and should be planting their seedlings very soon at the community garden. The Sun Valley Teen Center is also hosting a Teen Mud Volleyball Tournament July 10, 2012 at the Community Park in the pit next to the skate park.
- Sun Valley Fun Sunday is July 8, 2012 at the Sun Valley Community Park from 9 am until 4 pm. The District will have a booth and will be passing water conservation brochures and giveaways.

Item#21. Public Comments.

Tom Noblett commented he missed item 12 and inquired how it went. Tom thanked Darrin for his generous donation of bingo prizes.

Joseph Barstow with the H.O.P.E. Church thanked the District for allowing the Church to use the Annex for their car wash. They were able to raise the money needed to send youth to summer camp. He also commented that a volunteer nurse will be attending the Food Pantry on Monday to see if they can help Sun Valley residents.

Vicky Maltman thanked the District for the exemption of the rental fees for the Neighborhood Center for a Youth Craft Fair. The Craft Fair was canceled because of the lack of support from the District and Schools promoting the Craft Fair.

Item#22. Board Comments.

Robert Fink commented on the recent decision regarding Washoe County refunding Incline Village residents a portion of property tax. He commented that Chase International of Realtors is soliciting homes in Tahoe and Incline Village area with views. He thinks it is unfair that the Washoe County Assessor can not use views as a basis when determining property value.

Garth Elliott commented on Commissioners Weber's report regarding the Citizen Advisory Boards. He thinks that the Commissioners don't want to hear from the constituents based on his own experience attending the Commission meetings. He dislikes that the Commissioners are

taking away the CAB's the only other outlet for residents to speak on behalf of their community. Garth encouraged everyone to voice their opinions regarding keeping the CAB's.

Item#23. Future Agenda Items.

- Linda Woodland requested a formal motion regarding whether to accept the offer by the County to acquire the bingo board that was originally requested by senior citizens.
- Margaret Reinhardt would like to discuss potentially capping the number of recreation rental waivers the District will allow for each year.
- Darrin Price will request for a RTC representative to give another update regarding the Pyramid Highway/U.S. 395 Connection project.
- Robert Fink requested a presentation from the Truckee Meadows Fire Protection Service.

Item#24. Adjournment.

Robert Fink made a motion to adjourn at 8:55 pm. Linda Woodland seconded the motion. The motion carried unanimously.