



**Sun Valley General Improvement District
Board Meeting Minutes of
March 10, 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
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Brad Baeckel	Audience
Linda Elliott	Audience
Carmen Ortiz	Audience
Glenda Walls	Audience
Michael Rider	Cal Ripken
John Orgill	Gallina LLP
Christi Cakiroglu	Keep Truckee Meadows Beautiful

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 Treasurer Elliott.

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

None

Item# 4. Motion to approve the agenda.

Chairperson Ainsworth requested to move agenda item 10 and agenda item 13 after agenda item 8.

Treasurer Elliott made a motion to approve the agenda as amended. Secretary Reinhardt 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.

Mr. Price announced the 5th Annual Sun Valley Easter Egg Hunt is Saturday, March 26th from 11am until 1pm at the Sun Valley Community Park.

Treasurer Elliott commented Washoe County Board of Commissioners discussed cargo containers for the Sun Valley area during their last meeting. The new proposed code regarding cargo containers would require a permitting process and it could become costly for some. He stated Commissioner Jung originally stated she didn't want to approve cargo containers in Sun Valley. Treasurer Elliott stated he informed Commissioner Jung that Sun Valley wants to continue to be allowed to use cargo containers. Most Sun Valley properties don't have garages and storage containers are used to help keep properties free of clutter. He stated after his comment, Commissioner Jung changed her mind and will consider approval of cargo containers. He stated Washoe County will hold three more meetings regarding cargo containers and he encouraged the public to voice their opinions.

Secretary Reinhardt requested a status update regarding the changes to the District's website.

Mr. Price will consult with the website consultant to see about a completion date and will update the Board.

Item# 7. Discussion and motion to approve accounts payable and customer refunds for March 10, 2016.

Treasurer Elliott gave a brief report of the accounts payable for March 10, 2016.

Treasurer Elliott made a motion to approve the accounts payable for March 10, 2016 in the total amount of \$364,792.35. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.

Treasurer Elliott gave a brief report of the customer refunds for March 10, 2016.

Treasurer Elliott made a motion to approve the customer refunds for March 10, 2016 in the total amount of \$682.51. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and motion to approve board minutes of February 25, 2016.

Vice Chair Severt made a motion to approve the board minutes of February 25, 2016 as submitted. Treasurer Elliott seconded the motion. The motion carried by the following; Ayes: Secretary Reinhardt, Vice Chair Severt, Treasurer Elliott and Chairperson Ainsworth. Trustee Barstow abstained from the vote because he was absent from the February 25, 2016 meeting.

There were no public comments.

Item# 10. Discussion and action to approve Gallina LLP as the District's auditor for the fiscal year ending June 30, 2016.

Mr. Price provided Gallina LLP proposal as the District's auditor for the fiscal year ending June 30, 2016. Staff is requesting approval for Gallina LLP as the District's auditor.

Treasurer Elliott requested an explanation regarding the increase in fees.

John Orgill with Gallina LLP responded Gallina's costs exceeded what they proposed it would originally cost to perform the District's audit for fiscal year 2014/2015. A large part of the increase was after reviewing for the first year the District's accounting records and learning the District's processes and procedures.

Treasurer Elliott stated it is upsetting to him to know that last year all the ground work was done and there is a proposed increase for the 2015/2016 audit. He stated it is difficult for the Trustees to justify to their constituents how funds are spent. He is happy with Gallina's performance, but he will be monitoring their fees in the future.

Vice Chair Severt inquired if Gallina's proposal last year was based on a brief review of the District's accounting processes, and now going forward Gallina now knows exactly everything that needs to be done to complete the District's audits.

Mr. Orgill responded after performing an actual audit for the District, it was a big part of determining the actual cost for future audits. He also stated last year's bid was lower hoping to build a long term relationship with the District.

Trustee Barstow inquired if Mr. Orgill will provide periodic updates throughout the year.

Mr. Orgill responded per the contract he is scheduled to give an interim update and year end update.

After further discussion Vice Chair Severt made a motion to approve Gallina LLP as the District's auditor for year ending June 30, 2016. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Review and discussion regarding landscaping agreements for the District's parks with action to approve qualified landscaper.

Mr. Comb's provided three bids for the 2016 landscaping and maintenance for all of the District's parks. He stated All Seasons Lawn and Landscaping is the District's former landscaper so they are familiar with the parks and irrigation system and they were the lowest

bidder of the three bids. Staff is recommending approval of All Seasons Lawn and Landscaping contract.

Secretary Reinhardt inquired if there was an increase.

Mr. Price reported there is a \$4,000 decrease from the prior year. He stated staff was considering hiring an employee for park maintenance, but after comparing salaries and benefits it was cheaper to continue with contracting the maintenance.

Mr. Combs stated when staff was considering hiring an employee it was suggested to hire someone at \$16.40 per hour (this is on the lower end of a Service Technician Grade I compensation range) a total of \$34,112 per year. After adding in the benefit component it would have come up to \$44,346. He stated the All Seasons contract price is lower than what it would cost the District to hire someone.

Treasurer Elliott stated the District purchased a mower to help offset some of the cost. He also stated the District could save money by letting the Sun Mesa Homeowners Association take over the park, as they have expressed last year.

Mr. Price reported staff will approach the Sun Mesa Homeowners Association about adopting the park rather than giving the park away.

Mr. Combs stated District staff uses the mower to mow the baseball infields periodically throughout the year for the baseball league.

After further discussion Secretary Reinhardt made a motion to approve All Seasons Lawn and Landscaping contract. Vice Chair Severt seconded the motion.

During discussion Vice Chair Severt would like to see section 7B of the contract regarding removal of debris along the fence line enforced.

Treasurer Elliott would like to know how much freezing damage there is at the parks since All Seasons winterized the irrigation system.

Mr. Combs stated District staff will try to repair the irrigation system as much as possible prior to the startup of All Seasons.

After discussion the motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action to approve partnership with Keep Truckee Meadows Beautiful Great Annual Cleanup April 30, 2016 including approval of donation from the District's Garbage Fund.

Christi Cakiroglu with Keep Truckee Meadows Beautiful provided a report providing cleanup totals throughout the years and other significant accomplishments. Keep Truckee Meadows Beautiful partnership with the District goes beyond the Great Annual Cleanup. Keep Truckee Meadows Beautiful is available to the District year round and continuing to work with all the government agencies to provide an improved and cleaner region. She appreciates the District's support throughout the years.

Mr. Price reported the District Board has been active with abatement and cleanup within the Sun Valley area; just recently the Board gave almost \$9,000 to Washoe County Sheriff's Department to assist with graffiti abatement. The District has been giving Keep Truckee Meadows Beautiful \$5,000 every year, not just to assist with the annual cleanup. He stated Christi and her staff has been proactive with assisting the District with volunteerism with the parks. Staff appreciates Keep Truckee Meadows Beautiful support and their work is noticeable throughout the valley. Staff recommends approval to donate \$5,000 from the District's Garbage Fund to Keep Truckee Meadows Beautiful.

Vice Chair Severt thanked Christi Cakiroglu for her presentation. She stated the two of them have been picking up garbage together for many years. She appreciates Keep Truckee Meadows Beautiful being available whenever there is a problem.

Treasurer Elliott inquired what the percentage of BLM land versus private land is for cleanup sites. He also inquired if Keep Truckee Meadows Beautiful is being proactive with catching illegal dumpers. He stated his biggest problem is BLM has no problem making sure their northern BLM lands are cleaned up on a regular basis, but BLM refuses to clean up their lands near Sun Valley. He would like to see BLM become more responsible for the cleanup efforts instead of having the citizens take care of the problem.

Ms. Cakiroglu responded Keep Truckee Meadows Beautiful does not perform any cleanups on private properties, they provide cleanups on public lands that are owned by the Sun Valley General Improvement District, Washoe County, City of Reno, City of Sparks, and BLM.

Trustee Barstow stated it has been nice to raise his children in a place where he is able to go off road and it is clean. He reported on an occasion when he had to take a detour through the mountains because of an accident. He stated there were a lot of garbage, appliances and furniture dumped in the mountains.

Secretary Reinhardt inquired how many illegal dumpers have been caught in the last year in Sun Valley.

Ms. Cakiroglu responded catching illegal dumpers is through the Washoe County Sheriff's Department. Anytime a person is spotted dumping illegally, individuals are encouraged to call 329-DUMP. She is pleased to report that individuals are being caught dumping illegally; the biggest problem is getting the courts to enforce a penalty. She stated the Illegal Dumping Task Force is continuing to work on an educational program regarding illegal dumping. She hopes to provide education to judges, attorneys and other law enforcement personnel regarding the negative community impacts from illegal dumping. Currently when someone is caught dumping illegally they are let off easy by the officers and/or judges because no one was physically hurt. Keep Truckee Meadows Beautiful would like to have harsher penalties because this crime is against an entire community and not just against an individual.

Vice Chair Severt made a motion to approve donation of \$5,000 from the District Garbage Fund to Keep Truckee Meadows Beautiful and approval of using District staff and equipment to assist with the April 30, 2016 Great Community Cleanup. Chairperson Ainsworth seconded the motion. The motion carried by the following; Ayes: Vice Chair Severt, Secretary Reinhardt, Chairperson Ainsworth, and Trustee Barstow; Noes: Treasurer Elliott

There were no public comments.

Item# 11. Discussion regarding continuation, or not, of the practice in the pipeline of Trustee Profiles and, if not continued, discussion of substitute pipeline articles.

Mr. Price reported staff researched the history of Trustee profiling in the District's Pipeline newsletter. Based on the research the District started profiling Trustees in 2009, three features were done during the 2010 general election year. He stated there was a small gap in time when profiling stopped in 2011 after a resident said that the District should stop profiling District Trustees or staff. Staff started the profiling back up in 2015 starting with Secretary Reinhardt followed by Treasurer Elliott and Vice Chair Severt. The proposal for the 2016 spring newsletter was to feature Trustee Barstow and finish with Chairperson Ainsworth in the 2016 summer newsletter; both of these Trustees have never been featured in a newsletter.

Secretary Reinhardt recalls something in prior newsletters regarding Trustee Barstow and Chairperson Ainsworth.

Chairperson Ainsworth responded those were articles with the entire board or announcing election of officers.

Secretary Reinhardt reported Barry Bouchard has passed; he was an icon in the Sun Valley, Golden Valley, Lemmon Valley, and Stead communities. She suggested a tribute of Mr. Bouchard in place of the Trustee profile article.

Chairperson Ainsworth responded Secretary Reinhardt could request the Mr. Bouchard tribute article in the next agenda item. She also stated it is not fair to feature several Trustees then stop.

Treasurer Elliott stated he has a big problem with the District profiling any Trustee and/or candidate that is running in this year's general election. He believes it is unfair and if it happens he will lodge a complaint with the Elections Board. It gives the impression that the District is endorsing that particular candidate. He does not have a problem profiling all of the Trustees, just not during election years.

Secretary Reinhardt suggested profiling Chairperson Ainsworth next.

Chairperson Ainsworth stated if you profile her in the spring, then Trustee Barstow would be featured in the newsletter closer to the election. If the District features Trustee Barstow now as scheduled, that is eight months away from the election. She also stated she does not see the article as promoting a trustee/candidate.

Treasurer Elliott stated he doesn't have a problem with featuring Chairperson Ainsworth since she is not running for election. He stated Chairperson Ainsworth made a good point, most customers are not going to remember articles from eight months ago.

Secretary Reinhardt agreed with Chairperson Ainsworth comment.

Vice Chair Severt stated if the District doesn't continue to profile then it is considered an omission of a Trustee. The 2015 fall newsletter is on the District's website that featured Treasurer Elliott who is running for reelection. The District has shown a precedent by featuring Trustees during an election year.

After further discussion Treasurer Elliott made a motion to continue with profiling Trustee Barstow in the District's spring newsletter followed by Chairperson Ainsworth. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Discussion and approval of draft article for the spring pipeline.

Mr. Price provided draft articles for the spring pipeline provided by Nancy Eklof for review.

Secretary Reinhardt would like to include a tribute of Barry Bouchard.

Mr. Price requested to get permission from Mrs. Bouchard first before the District proceeds with a tribute, they are both private individuals.

Treasurer Elliott stated he agrees with Mr. Price's request, the District should get authorization first. He also stated during the last Washoe County Commission meeting Commissioner Herman did a mini eulogy for Mr. Bouchard.

Treasurer Elliott will contact Mrs. Bouchard on behalf of the District for permission to do a small tribute of Barry Bouchard in the spring pipeline.

Vice Chair Severt made a motion to approve the draft articles and direct staff to include a tribute for Barry Bouchard with the permission from Mrs. Bouchard. Treasurer Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Discussion and action to approve City of Sparks Interlocal Agreement for commercial sewer inspections.

Mr. Price reported the District sends its wastewater to the Truckee Meadows Water Reclamation Facility via an agreement with the City of Sparks since 1987. Through that partnership the City of Sparks performs all of the commercial and industrial sewer inspections (grease traps) to make sure they are in compliance. The City of Sparks bills the District for these inspections and the District in return passes the cost onto the particular customer for reimbursement.

After discussion Treasure Elliott made a motion to approve the Interlocal Agreement between the Sun Valley General Improvement District and the City of Sparks to Provide Environmental Control Inspection Services. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Request to purchase a dump trailer in place of a dumpster rental for the District property.

Mr. Combs reported staff is requesting to purchase a dump trailer in place of the dumpster rental on District property. The trailer would also be a benefit when staff is doing property rental remodeling/cleanup and park cleanups. He provided three bids for a trailer for consideration and recommended Carson Trailer Sales, their trailer suits the needs of the District better than the other trailers.

Treasurer Elliott made a motion to approve the purchase of a trailer from Carson Trailer Sales as presented by staff. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Sun Valley General Improvement District Tariff Rule 20 Review Committee update.

Mr. Price gave a brief update regarding the Tariff Rule 20 Review Committee. He stated the committee held their second meeting on March 8, 2016. There were presentations given by Secretary Reinhardt, prior legal Stewart White, and Roger Pelham with Washoe County Planning and Development. There was a consensus among the committee members to grandfather properties that currently have a multiple unit charge and not require them to split. Ms. Shipman was directed to come up with some language for review at the next committee meeting scheduled for April 4, 2016 at 3pm.

Item# 17. Discussion regarding baby/toddler swimming program with possible consideration to offer program at the Sun Valley Pool.

Mr. Price provided various articles regarding infant swimming. He reported staff will be happy to continue to research the possibility of offering infant swimming lessons. Staffs only concerns are what kind certifications/training that is needed and trying to fit another program in the pool season. The District can consider offering an infant swimming lesson as a pilot program before making it a permanent program, to see how much participation the pilot program receives.

Secretary Reinhardt inquired if it would be for infant and toddlers and if the District has offered similar lessons in the past.

Mr. Price responded it would only be for infants. The District currently offers swim lessons for ages 3 and up.

Treasurer Elliott would like to consider utilizing the recently approved FlashVote Survey Service to conduct a survey to see if there is an interest regarding an infant swimming program. He doesn't think the program has to be specific to learning how to swim, he would only like to teach infants to learn how to float on their backs (drown proofing).

Mr. Combs reported the 2016 pool season is short this year (June 10 – August 7). There are three sessions of regular swim lessons scheduled for this year, leaving a two week window to conduct a pilot program if there was enough interest by the public. He has been corresponding with the prior Aquatic Supervisor regarding any special training needed. The Aquatic Supervisor has agreed to research what kind of special training/certification is needed and will update Mr. Combs.

Treasurer Elliott made a motion to continue researching infant swimming program and test the program if there is interest. Chairperson Ainsworth seconded the motion.

During discussion audience member Linda Elliott stated her oldest son will be 29 this year. When he was very young she took him to a class to learn how to float. At first it was very scary dipping him under the water, but he would come back up and he learned to float. She believes this program would be beneficial for those with young children.

After discussion the motion carried unanimously.

Item# 18. Legal report by Maddy Shipman.

None

Item# 19. Field report by Jon Combs.

Mr. Combs reported on the following items;

- Staff has completed all the items from Sun Valley Cal Ripken Baseball list regarding safety improvements at Gepford Park.
- The fence at the community garden is being replaced with a chain link fence.
- Reno Battle Born BMX is currently rebuilding the entire track and moving structures around. He continues to communicate with the track operator regarding his needs and progress.

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

Mr. Price reported on the following items;

- Staff has been working on budgets the past few days. He is pleased with the progress and hopes the Board is pleased with some of the things staff has done regarding the budgets.
- The Recreation Fund gets a little better year after year, but there is still a deficit. He has challenged staff to come up with suggested areas where the District can remove sod at the parks to help cut back on irrigation expense. He stated the new track operator is requesting to install more sod inside the BMX track and Mr. Price is currently against the request because of the existing irrigation expense.
- Both field and office staff continues to do a great job and the District staff is gearing up for the recreation season.

Item# 21. Public Comments.

Mr. Rider thanked Mr. Combs and the field crew for working hard and completing the safety concerns at Gepford Park. The League also thanked the District for fixing the parking lot lighting at Gepford Park. The League would like to extend an invitation to the Opening Ceremonies scheduled for Saturday April 2, 2016 at noon to the District Trustees and staff.

Pastor Barstow reported the Food Bank is doing well. The Church and the Food Bank is looking into extending extra help by providing internet and computers for those who need to use a computer to search for jobs. There is a gentleman that has volunteered to assist with getting internet connection for laptops. He also stated he has volunteers that are willing to assist individuals operate and navigate the computers.

Item# 22. Board Comments.

Trustee Barstow apologized for his absence at the last meeting; he was assisting with a family illness.

Treasurer Elliott commented there have been a lot of attempts getting computers available for public use and he wishes Trustee Barstow a lot of luck.

Item# 23. Motion to convene to a closed personnel session (NRS241.030) to consider the character and competency of Brad Baeckel in his current position of Service Technician II.

Treasurer Elliott made a motion to convene to a closed personnel session to consider the character and competency of Brad Baeckel in his current position of Service Technician II Secretary Reinhardt seconded the motion. The motion carried unanimously.

At 7:27 pm the Board reconvened to a public meeting.

Item# 24. Reconvene to public meeting to consider possible promotion and change in compensation for the position of Service Technician III.

Treasurer Elliott made a motion to approve staff request to change Mr. Baeckel compensation to \$21.98 per hour and promote Mr. Baeckel to Service Technician III position. Secretary Reinhardt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 25. Future Agenda Items.

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

- Marketing update by Nancy Eklof
- Approval of the final draft of the spring pipeline newsletter
- Consideration of survey ideas for FlashVote
- Washoe County electric reader board for the Sun Valley Community Park
- Possible update from Washoe County Sheriff's Office regarding graffiti abatement
- Discussion regarding Sun Mesa Park

Secretary Reinhardt requested discussion/action to consider adding video to the District's website.

Item# 26. Adjournment.

Secretary Reinhardt made a motion to adjourn at 7:31 pm. Treasurer Elliott seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on March 25, 2016.

Minutes Prepared by:
Jennifer Merritt, Administrative Assistant