



Sun Valley G.I.D. Board Meeting Minutes of March 25, 2010

Board Members Present:

Patricia Lancaster	Chairperson
Margaret Reinhardt	Secretary
Linda Woodland	Treasurer
Robert Fink	Trustee

Board Members Not Present:

John Jackson, Sr.	(sick)
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Staff Present:

Darrin Price	SVGID, General Manager
Mike Ariztia	SVGID, Public Works Director
Jennifer Merritt	SVGID, Staff
Bill Short	SVGID, CPA

Others Present:

Jerry Payne	Audience
Warren Brighton	Audience
Glenda Walls	Audience
Susan Severt	Audience
Sandy Ainsworth	Audience
Jim Ainsworth	Audience
Garth Elliott	Audience
Tom Noblett	Audience
Charles Woodland	Audience
Brandon Ramirez	Audience
Pastor Barstow	Church of the Nazarene

The meeting of the Sun Valley GID was called to order by Chairperson Patricia Lancaster at 6:03 p.m. in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd, Sun Valley, NV.

Item#1. Approval of Agenda.

Linda Woodland made a motion to approve the agenda. Robert Fink seconded the motion. The motion carried unanimously.

Item#2. Certify posting of agenda.

Jennifer Merritt certified posting of agenda.

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

Garth Elliott commented he attended the RTC Workshop regarding the Pyramid and McCarran intersection improvements. Garth expressed his concerns to RTC staff at the workshop regarding another project connecting Pyramid HWY and US 395. Garth

is opposed of this project because of the amount of homes that will be impacted. Garth suggested the Sun Valley community come together and support the Western Arterial project that will not affect any homes within Sun Valley.

Warren Brighton commented the Sun Valley GID should support the Sun Valley Community Advisory Board and make some kind of motion disapproving RTC Pyramid HWY and US 395 Connection project due to the impacts of several Sun Valley homes.

Susan Severt reported Walt Disney is promoting community service within communities throughout the United States. March 28, 2010 is Washoe County Volunteer day. Washoe County will be awarding their volunteers who perform three hours of volunteer service within the county, a free ticket the Disneyland. Susan also reported there is a scheduled cleanup at the Sun Valley Regional Park this Sunday March 28th.

Tom Noblett commented on the Health Care Reform Bill. Tom commented he is trying to get Kentucky Fried Chicken to open a store in Sun Valley. Tom also commented on how good the new sidewalks look on 5th Ave.

Charles Woodland commented he thinks Sun Valley GID is doing a good job.

Darrin Price introduced Brandon Ramirez. Darrin reported Brandon has been selected to represent Sun Valley Elementary School at the Junior National Young Leaders Conference. Brandon is responsible for paying his own way and is seeking donations. Darrin commented the District can not donate funds directly, but the District could offer support and help get the word out for Brandon.

Brandon Ramirez reported he was selected to attend the Junior National Young Leaders Conference as a result of his outstanding academic achievements, leadership, and good grades. Brandon commented he is a Boy Scout member of Troop 585 that represents Sun Valley. Brandon is very proud of his community, parks, and businesses. Brandon requested for support in raising funds to attend the Junior National Young Leaders Conference.

After some discussion District staff was directed to get more information on the Junior National Young Leaders Conference and create a poster with Brandon's information for the District's lobby to help raise funds.

Item#4. Discussion and motion of accounts payable for March 25, 2010.

Treasurer Linda Woodland gave a brief report of the accounts payable for March 25, 2010.

Linda Woodland made a motion to approve the accounts payable for March 25, 2010 in the total amount of \$304,823.35 dollars. Robert Fink seconded the motion. The motion carried unanimously.

Linda Woodland made a motion to approve the customer refunds for March 25, 2010 in the total amount of \$971.54 dollars. Margaret Reinhardt seconded the motion. The motion carried unanimously.

Item#5. Discussion and motion to approve minutes of March 11, 2010 meeting.

Robert Fink made a motion to approve the minutes from March 11, 2010 with the following corrections; item 17 spelling correction "Breda" to "Brenda" and item 3 spelling correction "Gath" to "Garth" and change the word "him" to "he". Margaret Reinhardt seconded the motion. The motion carried by the following;

Yea: Robert Fink, Margaret Reinhardt, Patricia Lancaster

Abstain: Linda Woodland, because she was not at the March 11, 2010 meeting.

Item#6. Update regarding Intergovernmental Agreement between Sun Valley GID and Washoe County.

Darrin Price reported the Washoe County Board of County Commission approved the Intergovernmental Agreement on March 23, 2010. Washoe County Parks department is preparing an inventory list of items that could be possibly donated to the District. Darrin reported Stewart White is preparing a Transfer of Ownership Deed that will be on an upcoming agenda for approval. The District takes full ownership of the Sun Valley Community Park in 60 days. Darrin also reported District staff is preparing new lease agreements for the agencies that are currently using the Sun Valley Neighborhood Center and the Boys and Girls Teen Center. The lease agreements will be on an April agenda for approval.

Item#7. Discussion regarding potential recreational programs.

Darrin Price provided a copy of various programs that were offered in 2000. Darrin reported most of these programs that were once offered at the Sun Valley Community Park have been canceled due to the lack of attendance and budget cuts. Darrin commented he would like to focus on making sure the Sun Valley pool gets open and stays open this year and potentially offering some kind of swimming programs this year. Next year after the District has had the opportunity to see how the pool and parks operations work, staff will consider bringing back some programs that were once offered by Washoe County.

Patricia Lancaster commented she would like to see swimming programs offered and more use of the pool and parks by Sun Valley students.

Susan Severt commented most of the programs that were offered at the Sun Valley Community Center were contracted out. The instructor of a particular program would lease the building from Washoe County and provide Liability Insurance. The collection of fees and signing up for the programs were done by the instructors.

Item#8. Discussion and motion regarding recreation fee on bills.

Darrin Price reported he spoke with the District's Billing Representative regarding the boards request to include the 100% discount on customer's bills. Darrin was informed the billing program does not recognize 0.00 during the billing process. When a bill is issued with 0.00 in the line item for recreation fee, showing the 100% discount, other accounting accounts were negatively impacted by this process. Darrin commented Springbrook can modify the billing program but it would cost the District.

Margaret Reinhardt inquired if the billing program could bill for the recreation fee and then on a second line issue a credit for the fee. Margaret also suggested maybe just printing "Recreation Fee Exempt" and not putting a value on the bill. This way those

customers who are approved to get a 100% discount could see that the District is not charging them for one.

Darrin commented he will get with the Billing Representative again and inquire on these suggestions and report back at the next meeting.

Item#9. Discussion and possible motion regarding late notice door tags.

Darrin Price commented the District received a customer suggestion to consider bringing back the late notice door tags. Darrin reported the District stop this program due the safety of staff and cost. Darrin provided copies of a bill, a late notice, and a new bill showing the late notice. Darrin reported when a bill is mailed to a customer they have twenty days to pay. If the bill has not been paid by the original due date, on the twenty second day a customer is issued a late notice and is given ten days to pay. If the customer still hasn't paid by the time their next monthly bill is issued, it will show the customer's current bill, past due balance, and the late notice disconnect date. Darrin commented a customer is notified three times before actually being actually being disconnected for non-payment. When staff used to prepare and hang late notice door tags, 200 up to 300 tags were processed each week. It took office staff two hours to prepare the tags, this is an approximate cost of \$100 dollars in staff time, three to four hours in field staffs time to hang the tags costing an additional \$700 dollars, and these costs don't include cost for the purchase of tags. Darrin reported staffs recommendation is not to bring back the late notice door tags program because of the staff time savings and other cost savings associated with the program.

Mike Ariztia reported when the door tag program was in place, the day of hanging the door tags was difficult to schedule regular work duties because of not knowing how many tags had to be hung that day. Another concern of Mikes was when he used to hang tags when he was a Service Technician, there were a lot of times when you don't feel safe going up to a door not knowing who or what was behind it in addition to being chased by dogs. Mike commented the safety of the field staff alone would be why he would suggest not bring back the late notices.

Robert Fink suggested changing the note box on the bills and even consider changing the color of the bills so they stand out more.

Patricia Lancaster suggested Nancy Eklof adding an article in the next PipeLine why the District canceled the late notice door tag program and how much it would cost to bring it back.

Margaret Reinhardt made a motion to keep the current policy as it is and make an attempt to explain the cost associated with the door tags in the PipeLine. Linda Woodland seconded the motion. The motion carried unanimously.

Darrin commented he will bring back options for consideration regarding the color of the monthly bills and/or the note boxes on the bills.

Item#10. Update and discussion regarding activity of on-going commissions and committees.

Darrin Price reported Northern Nevada Water Planning Commission April meeting is scheduled for April 7, 2010 and the Western Regional Water Commission April meeting is scheduled for April 9, 2010.

Darrin Price gave brief progress report on projects and activities he has been working on. Darrin reported as of March 25, 2010 three of the four billing cycles have been billed the new recreation fee. A total of four people have applied for the recreation discount; 1 low-income 100% discount and 3 senior's 20% discount. Staff will be recruiting pool staff in April. Staff is also working on updating all lease agreements with existing tenants for the Mary Hansen Center, Sun Valley Neighborhood Center, and the BMX Track, those agreements will be brought before the board for approval. Darrin reported the office staff is cross training each other. Muriel is currently training Kami the billing process. Kami is training Emily on service orders and balancing of the cash receipts and drawer. Muriel is also working with Springbrook on the billing of the recreational fee and continuing to work on the office standard operating procedure manual. Carol is working on preparing the tentative budget that will be brought before the board for approval next meeting. Several office staff members have requested to attend an upcoming Excel class, Darrin commented he will bring to an April meeting for approval. Darrin also commented the District will be assisting the Nevada Humane Staff with promoting spay and neutering program. Darrin thanked staff for all their time and assistance with preparation of the 2010/2011 budget.

Item#11. Financial report by Bill Short.

None

Item#12. Legal report by Stewart White.

None

Item#13. Field report by Mike Ariztia.

Mike Ariztia gave a brief progress report regarding on-going projects. Mike reported he recently met with Brenda Hess about the Sun Valley Neighborhood Center regarding some of the issues with the building and other programs. The Sun Valley Pool repairs went out to bid on March 14, 2010, a pre-bid conference was held on March 25, 2010, closing bids are due March 30, 2010, and awarding of the bid will be sometime in April. Mike reported Washoe County Parks is listing Sun Valley GID as the contact agency on a letter sent to previous pool employees for lifeguard and cashier positions. Mike was requested to research a composting from a board member. Mike requested for direction regarding the intent for composting and also wanted to know if a composting project was something the board wanted to pursue at this time. Mike commented he is working on scheduling an appliance recycling day for the Sun Valley Community. He is contacting vendors getting costs and will bring back to the board for approval. Mike received the Power for Home video that he was requested to order. He has not had a chance to watch it yet, but he will give an update on it at a future meeting. Mike reported the demolition of the house located at 5095 Prosser was completed on March 16, 2010. It took 2 days to complete with a total cost for dumpsters, permits, and asbestos removal of \$2,555 dollars. The District originally budgeted \$5,000 for the demolition. Mike reported he ordered 20 yards of compost for the Sun Valley Community Garden. Mike commented on March 19, 2010 during the Nevada Rural Water Association Conference three field employees, Jerry Hamilton, Ron Winward, and Tommy Gillette took the certification tests. Mike commented the District, Truckee Meadows Water Authority, and Washoe County Department of Water Resources are working together to come up with an updated procedure that can be used for boil orders. Mike commented he is confident there was never E. coli in the water system. He is positive the one sample that came back positive for contaminants, was most likely due to the sampling process. The District took precautionary measures and

issued the boil water order to be on the safe side, and retested two more times at the original sampling site and two additional sites one upstream and one down stream, all samples came back negative.

Robert Fink inquired what the process would be if the second set of samples came back positive.

Darrin Price commented the District would perform extreme flushing and heavily chlorinating the system. The entire community would continue to be under a boil order until samples came back negative.

Robert Fink suggested including an article in the District's consumer confident report regarding the water sampling process.

Item#14. Managers report by Darrin Price.

Darrin Price reported staff had a meeting today to discuss the pros and cons regarding the boil water process and how the District can improve its notification process. Darrin thanked Nancy Eklof for her assistance, she did a great job notifying the media regarding the boil water order. Darrin commented Washoe County Health Department was impressed with the District's timing to address its concerns and issuing the boil water order. Darrin also reported Brenda Hess with Sun Valley Family Resources is putting together a Sun Valley Safety & Health Fair scheduled for May, it will be similar to last year's event.

Item#15. Public Comments.

Charles Woodland commented he thought Sun Valley GID did an outstanding job notifying the Sun Valley community regarding the recent boil water order. Charles thanked the District for all the work they do and keeping the safety of the community in mind.

Pastor Joseph Barstow reported the recent grant that was awarded to him to help purchase food for the Sun Valley Food Bank was lost. Joseph reported he is continuing to collect nonperishable food items and cash donations to help support the Sun Valley Food Bank. Joseph reported the Sun Valley Food Bank will be holding a fundraiser May 6, 2010 from 4pm until 9pm at Sizzler located on Prater and McCarran. Sizzler has agreed to give 10% of their proceeds to the Sun Valley Food Bank. Joseph also reported the Church of the Nazarene and the Sun Valley Landowners Association is working together with a used clothing program. Sun Valley Landowners Association has offered a room to be used as a collection and distribution site of gently used clothing. The program will be known as the Gods Hope Chest and will be run by a lady named Judy.

Susan Severt commented she would like to see the Sun Valley community come together to help stop the proposed connection between Pyramid HWY and US 395.

Item#16. Board Comments.

Linda Woodland thanked the District for the flowers and get well wishes. Linda also thanked everyone for their thoughts and prayer's.

Item#17. Future agenda items.

Some board members requested to put discussion regarding RTC's proposed Pyramid HWY and US 395 connection on an upcoming agenda.

Item#18. Adjournment.

Linda Woodland made a motion to adjourn the meeting 7:56 pm. Margaret Reinhardt seconded the motion. The motion carried unanimously.