



Sun Valley G.I.D. Board Meeting Minutes of March 27, 2014

Board Members Present:

Sandra Ainsworth	Chairperson
Margaret Reinhardt	Secretary
Joseph Barstow	Treasurer
Susan Severt	Trustee

Board Members Not Present:

Garth Elliott	Vice-Chair (ill)
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Staff Present:

Darrin Price	SVGID, General Manager
Mike Ariztia	SVGID, Public Works Director
William Short	SVGID, CPA
Maddy Shipman	SVGID, Legal
Jennifer Merritt	SVGID, Staff

Others Present:

Mr. & Mrs. Bloom	Audience
Martin Hurz	Audience
Dawn McCarthy	Audience
Vicky Maltman	Audience
Michael Rider	Audience
Christina Leach	Regional Transportation Commission
Nancy Eklof	Nancy Eklof Public Relations
Barry Brouchard	Northvalleys.org

The meeting of the Sun Valley GID was called to order by Chair Sandra Ainsworth 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; Treasurer Barstow, Chairperson Ainsworth, Secretary Reinhardt, Trustee Severt. A quorum was present.

Item#2. Pledge of Allegiance.

Led by Trustee Severt

Item#3. Motion to approve agenda.

Chairperson Ainsworth stated Commissioner Jung is not able to attend the meeting and requested to postpone agenda item 9 for a future meeting.

Secretary Reinhardt made a motion to approve the agenda as amended. Trustee Severt 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.

None

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

Darrin Price, General Manager, announced Washoe County Commissioners will be holding various budget workshops to review each of the County departments. The budget workshops are scheduled for March 31, 2014, April 7, 2014, and April 14, 2014 all starting at 9 am.

Item#7. Discussion and motion as to payables and customer refunds for March 27, 2014.

Treasurer Barstow gave a brief report of the accounts payable and customer refunds for March 27, 2014.

Treasurer Barstow made a motion to approve the accounts payable for March 27, 2014 in the total amount of \$96,680.62 with discussion. Trustee Severt seconded the motion. After discussion the motion carried unanimously.

Treasurer Barstow made a motion to approve the customer refunds for March 27, 2014 in the total amount of \$651.63. Trustee Severt seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve minutes of March 13, 2014.

Trustee Severt made a motion to approve the minutes of March 13, 2014. Secretary Reinhardt seconded the motion. The motion carried unanimously.

Item#9. Presentation and update by Washoe County Commissioner Jung;

- A. Presentation on Nextdoor.com (a social networking service for neighborhoods) with possible direction to staff.**
- B. Update regarding Washoe County activities and decisions.**

Agenda item was postponed.

Item#10. Request from District customer Martin Hurz regarding the consideration of a dedicated dog park at one of the District recreation facilities.

Martin Hurz reported he has been a resident of Sun Valley for the past ten years and he is a dog owner and has large size dogs. Mr. Hurz stated his dogs require exercise and one of the challenges he faces is that there is no safe place to walk a dog in Sun Valley. He requested the District Board to consider fencing off a portion of Gepford Park to be used as a dedicated dog park. He believes that there are several advantages to having a dog park; it promotes good dog ownership; owners have a place to take their dogs instead of letting their dog run loose in the community. It also provides good exercise for dogs which in return dogs are less likely to bark as much and destroy property. He stated he used to let his dog run inside the fenced baseball fields at Gepford Park but has been chased out by animal control. He suggested using a portion of the south east corner at Gepford Park since it is flat and already has grass. He reported his dog has been attacked twice just walking around the neighborhood. He believes the more the District can attract residents to use the parks throughout the year, the less trouble seen at the parks.

Darrin Price, General Manager reported currently at Gepford Park the District has commitments each year for the use of the baseball fields. He stated the area that Mr. Hurz is requesting to use is utilized during the ball season for T-Ball. Mr. Price suggested three locations for consideration; the north west corner of Gepford Park, the north side of Highland Ranch Park, or in the detention basin at the Community Park. Mr. Price also stated another potential location would be the vacant

land the District owns located off of West 7th Avenue. All of these areas currently do not have grass and some locations are on a slope and very rocky.

Secretary Reinhardt inquired if the purpose of the dog park is to let dogs run unleashed. She also inquired who would be responsible if a dog attacks another dog and/or person.

Mr. Hurz responded the idea would be to allow dogs to run unleashed within a controlled fenced environment. He would recommend signage to promote dog owner responsibilities. He stated he believes the same laws would apply if a dog attacked anyone; the owner is responsible for any injury. Mr. Hurz suggested Gepford Park because of its central location. He believes it would be easier for residents to walk to Gepford Park compared to walking to Highland Ranch Park. He also suggested corporate sponsorships to help with the initial investment.

Trustee Severt inquired if Mr. Hurz approached Washoe County about the Sun Valley Regional Park as a potential site for a dog park. The Regional Park is very big and it has some flat areas that would work great for a dog park. She stated currently there are a lot of dog owners already using the Regional Park as a site to let their dogs run openly.

Mr. Hurz responded he has not contacted Washoe County he was unaware of the Sun Valley Regional Park. He believes that location would be great if there was a need for a big dog park. He thinks that Sun Valley is a small community and only needs a small dog park and again suggested the Gepford Park location. He stated his wife is disabled and she is able to walk to Gepford Park, but would not be able to walk to any of the other suggested locations.

After further discussion Trustee Severt directed staff to further investigate with the City of Sparks and Washoe County Parks and Recreation Departments regarding their dog parks and report back to the Board of Trustees at a future meeting. Treasurer Barstow seconded the direction.

During discussion audience member Vicky Maltman stated there are so many things involved in putting in a dog park. She already has concerns regarding how much money is being spent at the District and would have additional concerns how the District would be able to fund a dog park unless there was some kind of outside financial assistance. The District currently struggles trying to cover its current expenses for the parks. She stated the obvious location would be the Gepford Park location suggested by the District. She is concerned the cost would be more to the District to put in a dog park than what the rate payers are willing to pay on their own.

The motion carried by the following; Ayes: Treasurer Barstow, Trustee Severt, and Chairperson Ainsworth – Noes: Secretary Reinhardt

Item#11. Presentation and update from Regional Transportation Commission regarding the Sun Valley Boulevard Corridor Study.

Christina Leach with Regional Transportation Commission (RTC) gave a brief update regarding the Sun Valley Boulevard Corridor Study results from the public workshop. Ms. Leach reported RTC did a lot of public outreach notifying the Sun Valley community of the public workshop via bill inserts through the District, postcards mailed to Sun Valley residents who are not District customers, message boards, posters, and other media outlets. Approximately sixty residents came to the public workshop to hear about the Sun Valley Boulevard Corridor Study and provided input. Based on the input received from the public workshop the top concerns that the residents would like to see be addressed are pedestrian safety, transit improvements, safety traffic flow, bike safety, accessibilities, and other amenities. She reported the overall corridor goals that the Sun Valley residents would like to see are safer crossings and sidewalks, increase lighting for safety, safer streets for pedestrians and bike riders, improvements to drainage ditches,

improvement to transit shelters, maintain community pride with attractive landscaping and lighting to name a few. She stated the Sun Valley Boulevard Corridor Study Stakeholders Committee will continue to meet and proceed with a design charrette in May 2014.

There were no board comments or public comments for this item.

Item#12. Discussion and motion to approve William Short as the District's auditor for the fiscal year ending June 30, 2014.

Darrin Price, General Manager requested approval to appoint William Short as the District's external financial auditor for the fiscal year 2013/2014.

There were no board comments or public comments for this item.

Trustee Severt made a motion to approve William Short as the District's auditor for the fiscal year 2013/2014. Secretary Reinhardt seconded the motion. The motion carried unanimously.

Item#13. Update and presentation by Nancy Eklof Public Relations;

A. Update of Public Relations activities.

Nancy Eklof with Nancy Eklof Public Relations, Etc. gave a brief report on the projects she has been working on for the District. She continues to meet with District staff on a monthly basis to discuss marketing and public relations needs. She is currently working on the Spring Pipeline developing story ideas, research and writing articles, will coordinate production, revisions, and see it through until it is ready for print. Ms. Eklof is actively working the Boys and Girls Club and the District with the annual Easter Egg Hunt. She is assisting with the development of media materials and scheduling radio and television announcements. She is putting together a press release for the Sun Valley Community Service Awards in efforts to receive more nominations for the District to choose from. She also reported she has been working with Keep Truckee Meadows Beautiful in regards to the upcoming Great Clean Up that is scheduled for May 10, 2014. Sun Valley has two site locations that have been identified as part of the Great Clean up and she is working to get more local involvement for the Sun Valley locations. She is also working with KTMB regarding the Adopt-A-Park Program in efforts to build the District's Volunteer Program.

The Board thanked Ms. Eklof for her report. There were no public comments for this item.

B. Review and consideration regarding Spring Pipeline articles with direction to proceed.

Ms. Eklof reported on the proposed articles for the upcoming Spring Pipeline. Articles include; 2014 pool schedule, swim lesson information, Dive Into Summer/Movie in the Park, water conservation, planting drought tolerant plants, Adopt-A-Park Program, Easter Egg Hunt recap, and survey results. She stated the timeline for the Pipeline review of the draft article content at the April 10, 2014 District Board Meeting and approval of the final draft Pipeline at the April 24, 2014 District Board Meeting and mailing of the Pipeline with the District monthly statements starting in May 2014.

Trustee Severt requested an article advertising the District's payment options.

There were no public comments for this item.

Secretary Reinhardt made a motion to approve the Pipeline outline. Treasurer Barstow seconded the motion. The motion carried unanimously.

Item#14. Discussion and review of the proposed 2014 Recreation schedule with possible direction to staff.

Darrin Price, General Manager reported staff has prepared a list of activities for the 2014 recreation season starting with the opening of the season with the 2nd Annual Dive Into Summer Event scheduled for June 13, 2014. The activities at the event will be similar to last year's including a Movie in the Park. The District will also close the recreation season with a Summer Blowout Party on August 8, 2014. During the recreation season the Pool is scheduled to open on June 13, 2014 and close on August 10, 2014. The operating hours will be from noon until 5pm Wednesday through Sunday. There will be a variety of swim lessons offered during non operating hours. He reported staff is seeking sponsors in efforts to offer one or more free swim days this year. He also reported staff is working on an event in July in place of the Sun Valley Fun Sunday and will keep the Board updated.

Mr. Price reminded the Board and audience that the Sun Valley Neighborhood Center hosts ongoing Martial Arts classes on Tuesday and Thursday evenings, along with Zumba classes Monday through Friday evenings.

Trustee Severt suggested altering swim hours and/or offer extended swim hours for adult swim and consider offering family swim on Friday evenings.

Mr. Ariztia responded he is always open to suggestions regarding the pool operations. He reminded the Board for the past two years on a trial basis the Pool was open for adult swim after 5pm. The District also extended the pool season last year in August during the beginning of the school year. He reported there was not a huge amount of participation during both those times. He stated with advance notification there is some potential to increase swim participation for those times.

Audience member Vicky Maltman inquired if the District is offering a Farmers Market this year.

Mr. Price responded staff has investigated Farmers Markets and will not be offering one this year.

Audience member Martin Hurz reported on free marketing outlets such as Craigslist and Facebook.

Item#15. Request from Cal Ripken to waive Advertising Rental Fee for sponsorship banners/signs for outfield fencing.

Michael Rider reported he is filling in for Cal Ripken President Bonnie Daily regarding the request to waive advertising rental fees for banners/signs on outfield fencing. He reported he has been involved with the Sun Valley Cal Ripken for over eleven years starting with his son and grandsons who played baseball and continuing on as a Board Member for Cal Ripken for four years. Majority of his time spent on the Board he served as the Insurance Coordinator that dealt with child and coach safety at the park. He took care of injury claims and made sure proper documentations was done and followed the claim through. Mr. Rider gave a brief overview of what the Cal Ripken organization does. Cal Ripken teaches youth the fundamentals of baseball as well as sportsmanship and proper behavior on and off the field. Cal Ripken also encourages parent participation.

Mr. Rider reported Cal Ripken through sponsors, donations, and fundraising was able to have a softball field put in at the Gepford Park. He personally helped lay the sod and install the sprinkler system for the field. Since Cal Ripken has taken over the Babe Ruth League for North Valley's, Cal Ripken has started making improvements to the baseball field at the Sun Valley Community Park. Cal Ripken likes to give back to the community and they can do so by helping with improvements at the baseball fields. Cal Ripken is able to perform these improvements with the assistance of fundraising, donations and sponsorships.

Mr. Rider stated Cal Ripken is very grateful for a new concession building. However, with the absence of the old building and no new building; it has disrupted Cal Ripken's major fundraising. The league is projected to lose up to \$3,000.00 dollars this year without a concession building. Funds raised through concessions not only help improve the parks, but it is also used to purchase gear for the players, batting helmets, safe bases, chalk and the donation of participants time to help clean the parks. The other source of funding for Cal Ripken is through there sponsorship program. Cal Ripken actively seeks business and organizations to sponsor Cal Ripken. With the sponsorship program in the past it provided advertisement for the organization by placing the business names on a banner that could be displayed on the outfield fencing as well as on the back of a team shirt. Mr. Rider requested the District Board to consider waiving the District's Advertising Rental Fees for sponsorship to assist Cal Ripken this year in the absence of the concession building.

Secretary Reinhardt inquired what parks are being used by Cal Ripken. She also inquired if there is a concession stand at any of the parks.

Mr. Rider responded Cal Ripken is utilizing all of the District's baseball fields at both Gepford Park and the Sun Valley Community Park. There is only one concession stand at the Gepford Park. He hopes that Cal Ripken in the future can assist with getting a concession stand at the Community Park as well as score boards and field lighting.

Mr. Price stated for clarification the request is only for Gepford Park at this time.

Chairperson Ainsworth inquired how much the District receives from the Advertisement Rental Fees for the baseball fields.

Mr. Price responded that the amount is minimal and staff does not have a problem waiving the fees. He stated it was unfortunate with the overlap of the installation of the new concession building. He reported by waiving the fees it will not impact the budget.

Mr. Ariztia stated the District and Cal Ripken have a great partnership. The Cal Ripken League takes pride in the park and cleans it on a regular basis. They not only pick up trash around the park but they also paint over graffiti at the park. As part of the user agreement Cal Ripken takes on the responsibility of maintaining the park in exchange for the use of the concession building.

Treasurer Barstow made a motion to approve Cal Ripken's request to waive the District's Advertising Rental Fees for the 2014 baseball season for Gepford Park. Secretary Reinhardt seconded the motion.

Audience member Vicky Maltman stated there was no dollar amount reported of how much the District would lose by waiving the fees. She stated if it is projected that the League will loose approximately \$3,000.00 just from the loss of concessions sold, she suggested that the District consider collecting a portion of the Advertisement Rental Fees once the League has collected its projected loss. Any amount collected from the League can help go towards the District's recreation operating and maintenance expenses.

After further discussion the motion carried unanimously.

Item#16. Discussion and motion to consider scheduling a budget workshop.

Darrin Price, General Manager reported the District every year must file a tentative budget and a final budget. Each year the Board can decide if there is a need to hold a budget workshop. The

workshop can be held anytime up until the Budget Hearing that is scheduled for May 15, 2014. He provided several dates for consideration if the Board would like to hold a budget workshop.

After some discussion Secretary Reinhardt made a motion to schedule a budget workshop on Tuesday, April 29, 2014 at 6pm. Treasure Barstow seconded the motion. The motion carried unanimously.

There were no public comments for this item.

Item#17. Discussion and motion to approve expenditures for SCADA Equipment upgrades.

Mike Ariztia, Public Works Director requested permission to purchase a replacement FIU which is the main interface between the SCADA computer system and the main pump station. He reported the SCADA system controls all the tanks and PRV vaults without the District's assistance and queries all the information into one centralized system. The original SCADA equipment was installed in the late 90's and is now unsupported. With the critical nature of the equipment it is necessary that this upgrade happens while the current equipment is operational and can be properly scheduled and tested and not in an emergency situation during a failure. Mr. Ariztia provided a proposal for the replacement equipment and labor from Thunderbird Communications to perform the upgrade in the amount of \$5,772.50 dollars.

Mr. Price stated for clarification, if the SCADA system was to go down, it would not affect the water system negatively. It would require that field staff manually operate the pump stations and valves.

Mr. Ariztia continued and stated the entire SCADA system is projected to be replaced in phases each year until it is complete.

Chairperson Ainsworth inquired if the replacement purchase will put the District over budget for what was originally budgeted for SCADA.

Mr. Ariztia responded the District is still under budget regarding the SCADA line item. The SCADA system replacement was identified as a Capital Improvement Project in the 2013/2014 budget.

Audience member Rodney Bloom inquired what the cost was for the replacement. He also inquired if there is money in the bank already for the requested purchase.

Mr. Ariztia responded the equipment cost is \$2,962.50 dollars and the engineering and installation cost is \$2,810.00 dollars making it a total of \$5,772.50 dollars for the replacement. He stated yes, the District has funds set aside for this replacement if approved.

Mr. Bloom encouraged the District to have spare parts/equipment on hand for the replacement SCADA system for future replacement in the event of future failures.

Secretary Reinhardt made a motion to approve staffs requests as presented. Trustee Severt seconded the motion. After some discussion the motion carried unanimously.

Item#18. Discussion to approve payment to 5 Pixels Studio for additional work to the District's website.

Darrin Price, General Manager reported the District has been working with 5 Pixels Studio since November 2013 regarding changes to the District's website. The original quote for the proposed work was \$1,600.00 dollars. This amount was below the \$2,000.00 dollar limit that staff is authorized to spend. In 2014, the final changes to the website were presented to the Board and

the Board approved all changes to the website. The District was recently notified by 5 Pixel Studio that the changes exceeded the original \$1,600.00 dollar amount by \$1,032.00 dollars. He requested approval from the Board to authorize payment for the additional \$1,032.00 dollar amount for the additional work.

After some discussion Trustee Severt made a motion to approve payment of \$1,032.00 dollars to 5 Pixel Studio for additional work to the District's website. Treasurer Barstow seconded the motion. The motion carried unanimously.

There were no public comments for this item.

Item#19. Financial report by William Short.

William Short thanked the Board for approving his contract.

Item#20. Legal report by Maddy Shipman.

None

Item#21. Field report by Mike Ariztia.

Mike Ariztia gave the following field report;

- Field staff has been working in the parks getting them ready for the recreation season.
- He stated staff continues to work on developing a recreation program and welcomes comments and suggestions from the public.

Item#22. Manager's report by Darrin Price.

Darrin Price reported on the following;

- Truckee Meadows Water Authority (TMWA) and Washoe County Commissioners held a joint meeting to discuss the merger of Washoe County Department of Water Resources and TMWA. The Board of County Commissioners gave formal direction to County staff to proceed with the merger. It is anticipated the merger will be completed by December of this year.
- TMWA passed their tentative budget at their last meeting. He reminded the Board that TMWA passed a three phase rate increase for water a few years ago and this year the increase is 3% which is a pass through to the District. The increase to the District is approximately \$35,000.00 to \$40,000.00 annually. The District reviews it rates on an annual basis to determine if there is a need to increase or decrease rates.
- Mr. Price reported the City of Reno, City of Sparks, and Washoe County approved an 8% sewer rate increase that is retro for next three to five years.
- Staff has been working diligently on the 2014/2015 proposed budget.
- He gave a presentation to the Community Development Block Grant Board (CDBG) regarding the \$400,000.00 grant proposal for the sidewalk project. He stated that Clara Lawson from Washoe County went before the RTC Board and acquired \$200,000.00 as a tap grant that will be used as a match for the CDBG grant proposal. Mr. Price received confirmation that the CDBG Board approved the District's grant proposal for \$200,000.00 to complete the sidewalk project for the Sun Valley Community.

Item#23. Public Comments.

Vicky Maltman wished Trustee Elliott well regarding his illness and hopes he gets better soon. He was diagnosed with Bell's palsy.

Michael Rider thanked the Board for assisting the Cal Ripken Baseball League and approving their request.

Rodney Bloom apologized for the cell phone disturbance.

Item#24. Board Comments.

Trustee Severt reported the Truckee Meadows Fire Protection District Sierra Fire Blue Ribbon Committee completed the draft report regarding regional fire service. The draft report is available for review at www.washoecounty.us/tmfpd/brc. The Blue Ribbon Committee provided three proposals for consideration for regional fire service.

Item#25. Future Agenda Items.

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

- Review of the District's Tentative Budget
- Review of the District's Merchant Fees and Online Payment Options
- Draft Pipeline Articles
- Review of Billing Statement
- Discussion of 360° Evaluation for the District General Manager
- Review and discussion of the District's Compensation for Salaried Employees

Item#26. Adjournment.

Secretary Reinhardt made a motion to adjourn at 7:41pm. Treasure Barstow seconded the motion. The motion carried unanimously.