



Sun Valley G.I.D. Board Meeting Minutes of May 09, 2013

Board Members Present:

Sandra Ainsworth	Chairperson
Garth Elliott	Vice Chair
Joseph Barstow	Treasurer
Susan Severt	Trustee

Board Members Not Present:

Margaret Reinhardt	Secretary
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Staff Present:

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

Others Present:

Rodney Bloom	Audience
Vicky Maltman	Audience
Larry Kagawa	Reno Paintball
Barry Bouchard	NorthValleys.org

The meeting of the Sun Valley GID was called to order by Chairperson 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; Joseph Barstow, Garth Elliott, Sandra Ainsworth, Susan Severt. A quorum was present.

Item#2. Pledge of Allegiance.

Led by Joseph Barstow

Item#3. Motion to approve agenda.

Joseph Barstow made a motion to approve the agenda. Garth Elliott 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.

Vicky Maltman commented there is no pause in the pledge between "One nation under god".

Sandra Ainsworth stated she received a letter from Lori Cusick regarding the Paintball proposal. A copy of the letter was provided for all members to review and will be made as part of the record.

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

Darrin Price announced May 11, 2013 is Keep Truckee Meadows Beautiful Great Clean-up and May 18, 2013 is Give Kids a Boost at the Sun Valley Community Park.

Garth Elliott commented he is disappointed with how BLM maintains its property in the north part of Sun Valley compared to other areas that they maintain. He thinks there could be more preventative measures regarding illegal dumping. He also stated that graffiti has already become a problem this year. He would like to see the District assist with graffiti removal or provide assets to help with removal.

Item#7. Discussion and motion as to payables and customer refunds for May 09, 2013.

Treasurer Joseph Barstow gave a brief report of the accounts payable and customer refunds for May 09, 2013.

Joseph Barstow made a motion to approve the accounts payable for May 09, 2013 in the total amount of \$210,418.54 with discussion. Susan Severt seconded the motion. After some discussion the motion carried unanimously.

Joseph Barstow made a motion to approve the customer refunds for May 09, 2013 in the amount of \$1,894.10 with discussion. Garth Elliott seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve minutes of

A. April 11, 2013

Susan Severt made a motion to approve the minutes of April 11, 2013. Garth Elliott seconded the motion. The motion carried unanimously.

B. April 18, 2013

Joseph Barstow made a motion to approve the minutes of April 18, 2013. Susan Severt seconded the motion. The motion carried unanimously.

C. April 25, 2013

Garth Elliott made a motion to approve the minutes of April 25, 2013. Susan Severt seconded the motion. The motion carried unanimously.

Item#9. Update regarding proposed amended Interlocal Agreement with Washoe County seeking to pass through a portion of the utilities cost at the Sun Valley Neighborhood Center, with discussion and possible direction to staff.

Darrin Price reported he is still communicating with Washoe County regarding the proposed amendment to pass through a portion of the utilities. Washoe County has a new interim director that oversees the Senior Service department and he is working with Grady Tarbutton and the District Attorney regarding the proposed amendment. He stated he will provide information as it becomes available.

Chairperson called for a 5 minute break because of a power outage

Item#10. Review and discussion regarding Paintball survey results, presentation by Larry Kagawa with Reno Paintball regarding possible near-term use of park and direction to staff regarding same.

Larry Kagawa with Reno Paintball reported that Washoe County is requiring him to perform a very comprehensive engineering study regarding the flood detention area of the Sun Valley Community Park where he originally wanted to construct his Paintball Park. He thinks that some of the requirements are unreasonable given the current use of the detention area. He would like to scale back his original proposal for a permanent park and would like the Board to consider allowing him to hold a series of paintball events for trial purposes (with a minimum of one and no more than five events). By offering a series of events it will allow the community to get a better feel of the sport and allow him to get back any feedback from the community.

Garth Elliott commented he thinks the paintball proposal is a great idea. He is concerned with the amount of requirements that Washoe County has put on the project. He personally thinks that it is pure ignorance from Washoe County and sees it happening all the time.

Darrin Price provided a copy of the Paintball survey results for review purposes. He also stated the District currently has in place several user agreements with various organizations that use the Sun Valley Community Park. He recommends that any event should be scheduled for Saturday's based on the high use already of the park on Sunday's. He suggested the Board consider allowing Larry the approval to hold one event as a pilot.

There were no public comments.

After further discussion the Board directed staff to amend the current rental agreement as needed for a one-day Paintball Event and bring back for further discussion and review.

Item#11. Discussion and possible motion to consider scheduling a Budget Workshop May 15, 2013.

Audience member Vicky Maltman requested for the District to have another budget workshop since she was physically unable to attend the last one. She would like an explanation how the budget is prepared and inquired if the District works from an Operating budget, Financial budget, a zero balance budget as the State does, or a budget that is used by the Federal Government.

Garth Elliott commented he would only be interested in another budget workshop as long as something gets accomplished.

Susan Severt commented all of her questions were answered during the prior workshop. She inquired if staff would be agreeable to meet with Vicky Maltman and answer any questions she may have regarding the budget.

Darrin Price responded that staff would be happy to meet with Vicky Maltman prior to the budget hearing.

Item#12. Discussion and possible direction regarding summer newsletter articles.

Darrin Price provided a list of suggested articles for the summer newsletter they include: Water conservation, summer activities/events, pool information, employee feature, announcement of the photo contest, approval of the Community Development Block Grant, volunteer program, request for community service award nominations, and Trustee Robert Fink.

Garth Elliott would like to see an article regarding the process of reporting graffiti.

Susan Severt would like to see past community service awardees mentioned with the nomination request article.

There were no public comments.

After some discussion staff was directed to proceed with the suggested articles and to include recommendations by Garth Elliott and Susan Severt.

Item#13. Review and possible motion regarding revisions to the District's Personnel Manual, Section 2.18 No Solicitation/Distribution Policy.

Darrin Price provided an amended policy regarding solicitation and distribution of promotional flyers. There is one more item that has been requested to be added to the amended policy regarding the use of the District's website to display advertising of events. He stated these amendments are strictly for users that lease or rent the Sun Valley Neighborhood Center or other recreational facilities for programs and events.

Joseph Barstow inquired if other materials could be displayed at the Sun Valley Neighborhood Center for other community events not located at any of the District facilities or associated to a rental of a facility.

Maddy Shipman responded that the policy would be tenant/renter specific. A tenant could sponsor another community event if they felt it benefited or is associated with their mission.

Darrin responded he would like the policy to be restrictive to only tenants or renters of the Neighborhood Center and/or other recreation facilities to avoid being flooded with an abundance of flyers for garage sales, bbq's., etc.

Sandra Ainsworth is comfortable with the amended policy as presented. She thinks it allows for tenants to partner with other organizations to help benefit the community.

Joseph inquired if the Neighborhood Center cannot be used as a true "Neighborhood Center" and advertise for other community events without rental agreement, then he would like to consider a community bulletin board at the Sun Valley Community Park.

Audience member Vicky Maltman suggested the District consider renting to an individual a piece of property at the Sun Valley Community Park to install a community bulletin board. The renter would be responsible for maintaining the bulletin board.

Susan Severt agreed with Vicky's comments but she still has concerns that the District would still be held responsible for displayed materials.

Both Maddy and Darrin are concern with what kind of materials that can potentially be displayed on a community bulletin board.

Joseph would like to look at adding a community bulletin board at the Neighborhood Center and would like to discuss it further at a future meeting.

After further discussion Joseph Barstow made a motion approve the revisions to the District's Personnel Manual Section 2.18 as written with the addition of adding another section regarding the District's website. Susan Severt seconded the motion. The motion carried unanimously.

Item#14. Review and discussion regarding web payment options and associated costs; with possible direction to proceed with web payment feature.

Erin Dowling stated the Board directed staff to proceed with getting preliminary costs for web payment options. The Board also directed staff to bring back a previous survey that was related to web payments. Staff researched prior surveys and the only survey that was found that asked customers if they would be willing to pay a certain amount was regarding the development of a website. Although there were no questions asked regarding an online bill pay feature, 30% of the respondents specifically stated that they would like an online bill pay feature added to the website, if one was developed.

Darrin Price reported that staff performed a search of all the prior minutes using key words for searching purposes and there was never a survey that was specific to web payments as mentioned by a trustee. The Board has never given staff formal direction to conduct a survey regarding web payments. As mentioned by Erin the Board gave staff direction to survey customers regarding the implementation of a website that included associated fees back in 2008.

Sandra Ainsworth stated she believes that Margaret Reinhardt's concern was the customers weren't asked if they were willing to pay for a web payment feature in the recent billing and payment survey and that is what she wanted.

Erin responded she agreed with Sandra that is what Margaret is looking for. Erin wanted to present to the Board the data that was collected from the billing and payment survey first to see if there was an appetite from the Board to proceed with the investigation of offering a web payment feature. At the February 28, 2013 board meeting staff was given direction to investigate associated costs for the implementation of web payments. Erin is open to performing another survey advising customers of associated fees and potential impacts to the District. Erin proceeded with a brief recap of the current billing and payment survey results. Staff researched the costs for implementing the convenience of paying a bill on the District's website and the results are as follow: PayPal does not have any setup or monthly maintenance fees, but they charge a set fee of 2.2% of the transaction plus \$.30 to the vendor (SVGID) only. The District would be responsible for absorbing these fees. All payments received by PayPal would still have to be manually posted to the customer's account and it does not allow customers to view their account online. BDS who was recently approved to print and mail the District's monthly bills and late notices offers a "revenue neutral" program. This program allows for customers to absorb all transaction fees, view account online and the District would only be responsible for the one time setup fee and monthly maintenance costs. Springbrook offers two online payment programs with the capability to view accounts online, Utility Rates and Non-Utility Rates. Utility Rates program offers the lowest rates but the District would be charged by the merchant company and the merchant rates CANNOT be passed through to customers. Non-Utility Rates program negotiated rates charged by the merchant company can be passed through to the customers. Both of these programs the District would still be responsible for monthly maintenance costs.

Erin stated she researched how other agencies are accounting for associated costs with web payments and they are as follows: Washoe County Department of Water Resources does not provide a web payment feature to their customers. Truckee Meadows Water Authority has a web payment feature and charges the customers \$4.95 per transaction regardless of whether the customer uses a debit or credit card; there is no fee if the customer pays with an electronic check

from a checking account. City of Reno and the City of Sparks Sewer have web payment feature with no fee to customers. They incorporate these fees under their Contract Services expenses to their operation.

Garth Elliott commented he knows that Margaret Reinhardt does not want to see other customers subsidizing other customers so they can pay with their debit or credit card. He agrees with her concerns and he would also like to see what additional offsets there would be in staff time.

Sandra commented she thinks the District has many convenient payment options in place now for customers. She would be concerned with potential challenges for Accounts Receivable regarding web payments.

Erin responded staff does not recommend PayPal because the District would be responsible for the fees and would still have to manually post payments. The other options proposed by BDS and Springbrook would allow the payment be automatically posted to the customer's account at the time of payment.

Susan Severt commented she thinks the District's current payment options are sufficient enough and believes the District needs to educate the customers about the various payment options that are currently available.

Joseph Barstow commented he believes the younger generation chooses to pay more things online knowing there may be a fee associated with it. By paying online it allows them to pay when they want to pay.

Audience member Vicky Maltman commented she would be interested to see how much it would cost for the District to be set up as an e-bill recipient. She stated she does not want to pay for a web payment feature for others to use, they should be responsible for paying for any convenience fees. She also stated that it is easy for staff to want to have these convenient features and not have to pay for them because they are not a District rate payer. She would be in favor of it if it would allow the District to eliminate a couple of customer service employees and save on employee expenses. She agreed with Sandra's comments and personally does not think this item needs to be considered any further.

After some discussion Susan Severt made a motion to direct staff to develop a survey and bring back for Board approval to allow the rate payers to make a decision if they want to pay a fee for web payment feature. Garth Elliott seconded the motion. The motion carried unanimously.

Item#15. Review and discussion regarding comparison of benefits and wages with approved similar entities with possible direction to staff.

Sandra Ainsworth stated she had a concern regarding the comparison description that it did not identify properly how much the percentage is paid by the employer for its employees and dependants. She commented she spoke with Jennifer Merritt regarding this prior to the meeting and she said it was included and it would be explained to the Board as a whole.

Darrin Price gave a brief review of the comparison of benefits and salaries. The comparison includes comparisons of Health, Dental, Vision, Life Insurance, Retirement (PERS), Holiday, Sick Leave Days, Annual Leave Days, Longevity and Median Income. He mentioned the only item that is still pending is the comparison of the median income for all the entities. That is a much more comprehensive task and he has hired a consultant to assist with that portion of the

comparison. He stated the Board voted to only compare the District to Nevada agencies and during the research North Tahoe Public Utility District is located within the State of California. The Board can choose not to use this agency if they want, bringing the total number of nine entities that were originally approved to be used for comparison to eight entities. Some of the entities have union employees and most of them are field employees. He reported that five out of the eight entities pay 100% for their employees and dependents health, dental, and vision benefits. The other three entities pay 100% for employee's health benefits but only pay a portion of health benefits for their dependents. The comparison regarding Life Insurance is not a huge impact to budgets, but they are all 100% paid by the employer. There are some variations regarding the Retirement (PERS) portion. Some entities continue to pay 100% of the PERS contributions and others have an employer/employee contribution or don't participate in PERS. All entities have the same amount of holidays. There are some variations regarding accrual of sick leave and annual leave but not a huge difference. The biggest variation is regarding Longevity. Washoe County's Longevity program is the same as the District's Longevity program. Incline Village GID and Gardnerville Rancho GID offers Longevity, but it is only paid on specific anniversaries. Darrin stated he is expecting to have the Median Income portion of the comparison available for review by next week. He will make sure it is presented to the Board prior to approving the budget.

Garth Elliott appreciated the amount of work that was involved with the comparison. He would have liked to have seen the comparison include information from the time period 2008 to current to see what changes have transpired and see if they correlate with the private industry.

Darrin acknowledged Jennifer Merritt for the comparison study and how she was able to compile the information in such a short time frame. He also stated that based on the comparisons that have been provided; the biggest difference is only Longevity. It has been a trend and it can be seen in some articles and through some of the actions at the State Legislature, that when entities implement a change in their policies that it affects new hires only. He wanted to make sure that the Board was given the comparison information, even on short notice, in case the Board wanted to change anything at the May 16, 2013 Budget hearing and how it would impact the budget.

Audience member Vicky Maltman commented out of all the years that she has worked for a governmental agency; she has never had insurance paid for her dependents. Washoe County School employees have to pay for their dependents. It wouldn't be an issue with her as a resident if most of the employees who are benefiting from the rate payers' dollars lived in Sun Valley. Majority of the employees don't live within Sun Valley and they don't spend their money in the community and they don't pay taxes in Sun Valley. She is offended as a rate payer that she is paying for employee's dependents; she thinks the employees should have to pay for their dependents.

Darrin proceeded with the review of the salary comparison. A salary schedule was provided that listed each of the entities and how much they pay for minimum and maximum for each position. Some of the other entities do not have as many employees as the District so they may not offer the same positions as the District, but they perform some of the same duties. He gave a brief comparison of the number of service connections and how to calculate how much each customer pays for an employee by using the total number of customers and dividing it by an annual salary of employee.

Audience member Vicky Maltman commented someone who lives within Kingsbury or Incline GID boundaries makes three times the amount of most of the Sun Valley residents do. They can afford to pay extra for an employee. She knows it has been said that if the District cannot keep the

District staff happy and pay them the big bucks so they can live outside of the community, they would go somewhere else. She thinks if the employees think they can go somewhere else for employment then let them go. There are plenty of good people who live in Sun Valley who would appreciate being paid half of what is currently being paid.

Jennifer Merritt commented that she knows that some of the District employees live in Sun Valley and all of the employees support the local businesses.

Sandra Ainsworth stated she looks forward to see what information is provided regarding the median income to see if any changes are needed.

Garth Elliott appreciated all the comments provided and he is very interested in reviewing the median income too.

No motion

Item#16. Discussion and possible direction/motion regarding District health insurance renewal and plan options.

Darrin Price reported he requested for additional health insurance quotes as directed. He received back two quotes, one from the District's current insurance company that proposes a 5% increase to current health premiums and the other one was from the Nevada League of Cities that proposes a 16% increase to the current health premiums. He stated the District use to be a member of the Nevada League of Cities and chose to drop its membership because the District could not participate in the negotiations regarding premium rates. No other insurance companies would offer the District a quote because of the size of the company with retirees. The District must have a minimum of 52-100 employees in order to receive additional quotes. Based on the quotes that have been provided he recommends approval to renew with the existing insurance provider Hometown Health. Once you factor in the health, dental, visions, and life insurance the total increase is 6.03%

Audience member Vicky Maltman commented she thinks the numbers speak for themselves. When looking at the rate for an employee only it is not that bad, but when you add in the dependent that is a lot of money that the rate payers don't have.

Garth Elliott commented it is amazing looking at the difference between a government agency and a private agency regarding benefits. He does have a big problem with 100% coverage for dependents. He would like to suggest looking at changing the percentage of coverage. He is trying to avoid having to raise rates in the future, because premiums continue to increase each year.

Darrin responded that Incline Village GID changed their insurance policy in 2012. Their new policy affects all new hires only; the employer still covers the employee 100% but changed the coverage for dependents to 75% paid by the employer for health benefits, it is something to consider.

Garth responded that would satisfy him to a point, but he doesn't see how that would save the District anything because there is not a lot of turn over. He has never been in favor of taking things away from employees but he would like to consider creating a stepped program that all new employees pay a portion of their dependents coverage.

After further discussion Garth Elliott made a motion to approve renewal of insurance with Hometown Health. Susan Severt seconded the motion. The motion carried unanimously.

Item#17. Update from the Sun Valley General Manager Evaluation Review Committee with possible motion to approve committee recommendations.

Mike Ariztia commented the review committee met several times regarding the District's General Manager Evaluation form. The committee all agreed to continue with the existing evaluation form and add to it. The two biggest changes are the additional sections to evaluate the General Manager on Governing Board Relationships and Fiscal Management. The committee also recommends prior to evaluation time a brief training session to the Board is given on how to complete the evaluation form.

Audience member and committee member Vicky Maltman stated during the training to the Board, one of the items that will be discussed is the importance of providing comments on the General Manager's evaluation form.

After some discussion Joseph Barstow made a motion to approve the Performance Evaluation form for the General Manager as recommended by the review committee with the grammar corrections that were noted. Susan Severt seconded the motion. The motion carried unanimously.

Item#18. Pending Legislation.

Maddy Shipman reported AB 342 is still pending for a hearing. She also gave a brief report on various bills regarding credit card fees and Open Meeting Law.

Audience member Vicky Maltman commented the Legislature is considering implementing a 45 day Legislative Session between regular Legislative sessions.

Item#19. Financial report by Bill Short.

None

Item#20. Legal report by Maddy Shipman.

None

Item#21. Field report by Mike Ariztia.

Mike Ariztia reported on the following;

- The District and RTC have been working together with the installation of a covered RTC bench for the seniors located at the Sun Valley Community Park.
- A Senior Center sign has recently been installed on 6th Ave. directing traffic to the Neighborhood Center. He is still working with NDOT for a sign to be placed on Sun Valley Blvd. to help direct traffic.

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

Darrin Price announced Keep Truckee Meadows Beautiful Great Clean-up day is May 11, 2013 from 9 am until 12 pm. There are two clean-up locations in Sun Valley.

Item#23. Public comments.

Joseph Barstow gave a brief update on the Food Pantry. He stated that LDS welfare office was the site where he was able to store donated turkeys prior to passing out 286 of them. During his meeting with LDS welfare office, they offered to start donating food to the Food Pantry. He also

gave a brief update on the Serve Food Safe training courses. The training courses were a big success.

Item#24. Board Comments.

Sandra Ainsworth commented on the amount of debris that is accumulating at the fence on the corner of 7th Ave. and Sun Valley Blvd.

Item#25. Future agenda items.

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

- Reno Paintball Agreement for review and approval
- Draft version of the summer newsletter.
- Customer satisfaction survey
- Web payment survey
- Discussion regarding insurance coverage for dependents
- Discussion regarding a community bulletin board

Item#26. Adjournment.

Joseph Barstow made a motion to adjourn at 8:50 pm. Garth Elliott seconded the motion. The motion carried unanimously.