



Sun Valley G.I.D. Board Meeting Minutes of May 22, 2014

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:

Jim Ainsworth	Audience
Richard Holcomb	Audience
Vicky Maltman	Audience
Michael Rider	Audience
Glenda Walls	Audience
Barry Brouhard	Northvalleys.org
Eric Wonhof	Reno Disc Golf Association
Skot Meyer	Reno Disc Golf Association, President
Cheryl Surface	Washoe County Community Services, Park Planner

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, Vice Chair Elliott, Chairperson Ainsworth, Trustee Severt. A quorum was present.

Item#2. Pledge of Allegiance.

Led by Trustee Severt

Item#3. Motion to approve agenda.

Chairperson Ainsworth requested to amend the agenda to accommodate the following; she stated Mr. Castello is going to be late and Ms. Ainsworth requested to move agenda item# 10 until he arrives. She also stated Secretary Reinhardt requested to postpone agenda item# 13 until Ms. Reinhardt is able to attend to provide input.

Vice Chair Elliott made a motion to approve the agenda as amended. Treasurer Barstow 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.

None

Item#7. Discussion and motion to approve accounts payable and customer refunds for May 22, 2014.

Treasurer Barstow gave a brief report of the accounts payables for May 22, 2014.

Treasurer Barstow made a motion to approve the accounts payable for May 22, 2014 in the total amount of \$186,303.54. Trustee Severt seconded the motion.

During discussion audience member Vicky Maltman inquired about checks payable to Backflow Distributors, Inc. and Rootx.

Darrin Price, General Manager responded check payable to Backflow Distributors, Inc. is for parts for backflow devices and check payable to Rootx is for a chemical product that kills roots in the sewer system.

After discussion the motion carried unanimously.

Treasurer Barstow gave a brief report of the customer refunds for May 22, 2014.

Treasurer Barstow made a motion to approve the customer refunds for May 22, 2014 in the total amount of \$869.26. Trustee Severt seconded the motion. The motion carried unanimously.

Item#8. Discussion and motion to approve minutes of April 29, 2014.

Trustee Severt made a motion to approve the minutes of April 29, 2014 with the date correction.

Treasurer Barstow seconded the motion. The motion carried by the following;

Ayes: Treasure Barstow, Secretary Reinhardt, Trustee Severt, Chairperson Ainsworth;

Abstain: Vice Chair Elliott (absent from meeting)

Item#9. Discussion and motion to approve minutes of May 08, 2014.

Trustee Severt made a motion to approve the minutes of May 08, 2014. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

Item#10. Presentation from Joe Castello past owner and operator of the Sun Valley Graffiti Park; with possible direction to staff.

Postponed until the next meeting.

Item#11. Review and discussion of proposed update to the Sun Valley Regional Park Master Plan to include the addition of disc golf course and a bike park. Presentation will be made by Washoe County Community Services staff and Reno Disc Golf Association regarding the proposal. Possible recommendation to the Washoe County Regional Open Space and Parks Commission.

Cheryl Surface, Washoe County Community Services presented the Sun Valley Regional Park Master Plan update and requested consideration of support from the Sun Valley General Improvement District. Ms. Surface gave a brief overview of the Sun Valley Regional Park. The Sun Valley Regional Park is owned and operated by Washoe County through its Community Services Department. The park consists of 343 acres adjacent to Esther Bennett Elementary School. The property was acquired from the Bureau of Land Management (BLM) and was adopted by the Washoe County Commissioners as a Regional Park in 2005. The current master plan was developed in 2006 identifying trailheads, restroom facilities, picnic amenities, and non-motorized trail system. The master plan also includes the future alignment for the Sun Valley Western Arterial roadway project. Ms. Surface stated Washoe County would like to update the master plan to include a disc golf course and a bike park.

Ms. Surface reported Washoe County in partnership with Reno Disc Golf Association (RDGA) currently operates and manages a disc golf course "The Ranch" at the Rancho San Rafael Regional Park. Disc golf is one of the fastest growing sports in the United States and with the increased demand for the sport locally, there is need for additional course locations in Washoe County. Improvements and maintenance of the course are financially supported through the RDGA, with Washoe County oversight, as would the proposed course at the Sun Valley Regional Park.

Ms. Surface stated currently located in the central portion of the park, a series of natural surface bicycle jumps that have been constructed by dedicated community volunteers, led by Jim Severt, prior to Washoe County taking ownership of the park from BLM. Washoe County is actively working with the community and Hilride Progression Development Group, a consulting firm, to formalize a plan for safe development, operation, maintenance, and ensure natural resource impacts are minimized to the surrounding park environment. This is a popular amenity of the park and the need for additional low cost activities, particularly for youth are sorely needed in the Sun Valley community.

Ms. Surface stated Washoe County Community Services Department is conducting a series of public outreach meetings and presentations to obtain feedback from the public about the proposed park master plan update. The public meeting notices were distributed to all property owners adjacent to the Sun Valley Regional Park. She stated Washoe County Open Space and Regional Park Commission are scheduled to review the proposed master plan on June 3, 2014 and the Board of County Commissioners is scheduled for June 17, 2014, with possible adoption of the plan update.

Darrin Price, General Manager inquired where will users of the park, park their vehicles.

Ms. Surface responded park users will be able to use the existing parking at the Sun Valley Regional Park. In the event there is a disc golf tournament, RDGA in partnership with Esther Bennett Elementary School, additional parking will be available at the school during non-school hours such as weekends. She stated most of the bike park users are community members who ride their bikes to the park, so additional parking is not needed for this activity.

Mr. Price also inquired if Washoe County reached out to Esther Bennett regarding the proposed disc golf course for support. He noticed that a portion of the course is right next to the school grounds. He also inquired about the landscaping of the courses.

Skot Meyer, Reno Disc Golf Association responded RDGA has a good history working with schools. The proposed nine hole course next to the school would typically be used by the students as part of their physical education. The other upper region of the course would be used by daily disc golf users and potential championship games. Mr. Meyer stated RDGA has fundraised in the past to develop small disc golf courses on school properties and to teach students the sport. RDGA has seen an increase of interest in the sport particularly as a family sport of all ages. He also commented on the landscaping. The intent is not to disturb the natural resources; RDGA's goal is to use existing trails if possible, for transportation from one hole to another. There is a possibility of installing some fencing to outline the course in efforts to keep a safe distance away from the resident's back yards.

Ms. Surface responded regarding the landscaping. Washoe County met with RDGA onsite and gave RDGA specific parameters when developing the disc golf courses. One of the major concerns by Washoe County is potential damage to the natural resources and protecting the natural features of the regional park.

Mr. Price inquired if additional materials will be brought onsite to develop the courses. He also inquired how the proposed Sun Valley Western Arterial fit into the master plan with the addition of the two new park features.

Mr. Meyer responded he hopes to only bring materials to construct the disc cages and some fencing. Other material resources will be used with existing natural resources. Materials to construct a hole would be used through donated funds from various sponsors.

Eric Wonhof, Reno Disc Golf Association responded one of the features that drew RDGA to the Sun Valley Region Park is the Junipers. Other disc golf locations are flat with no trees. The Sun Valley area has beautiful natural resources as well as some amazing views of the mountains as well as views of downtown.

Ms. Surface responded Washoe County is not exactly sure where the Western Arterial alignment will be if constructed, however Washoe County wants to recognize the alignment in the Master Plan for future development purposes. She stated if the alignment project was to be developed one day, Washoe County would adjust the disc golf course accordingly as needed.

Vice Chair Elliott inquired about the additional traffic on Chimney Dr. for access to the park. He also commented on his concerns regarding the use of guns and shooting that goes on off Chimney Dr. He is concerned about the increase of the motorist being near gun users.

Ms. Surface responded that Washoe County in partnership with BLM has a designated parking site off Chimney Dr. She also stated additional parking would also be available at the existing trail head located on Sidehill Dr.

Mr. Wonhof responded on Mr. Elliott's concern regarding gun users in the area. When he was out there he had the opportunity to speak with park users, property owners, and a Sheriff regarding motorcyclists and gun users. The Sheriff said if there was ever a problem with gun users shooting to close to the homes or other park users to call the Sheriff Department and they would dispatch a Sheriff. He also stated he walked almost the entire park and recognized that the topography on the west side of the park is closer to the hillside. He believes the high usage of the park for motorcyclists and gun users stay close to the hillside ridge line which is away from the proposed disc golf course. He also stated during his walks of the area he did not experience a high volume of gun users or motorcyclist in the area to really consider it a disturbance.

Mike Ariztia, Public Works Director stated he thinks more user of the parks will deter off roaders and gun users from moving into the area.

Additional discussion ensued regarding the area being used by gun users and motorcyclist.

Trustee Severt disclosed that Jim Severt is her brother and he is the one that developed the bike track at the Sun Valley Regional Park. She stated, as mentioned earlier the bike track was developed prior to the ownership of Washoe County. Her brother started developing the bike track in 1978 by hand and she can remember helping him. She also stated over the years there has been a mutual agreement between the BMX riders and motorcyclists; "if you mess up our trail heads, then we are going to mess up yours." For the most part all park users have done a good job at sharing the park with the various groups. She thinks anything to improve the park is a good thing. She also believes more parks users is a good thing for the Sun Valley community.

Audience member Vicky Maltman inquired about an increase in traffic in the neighborhood and parking concerns during championship games.

Mr. Meyer responded that the majority of the use of the disc golf course will be for recreation purposes. Occasionally a championship game will be held onsite, at which time additional parking will be located at Esther Bennett Elementary School. He stated most participants travel in groups and he would anticipate an increase of approximately thirty vehicles during championship games.

Trustee Severt requested for information on the trail concept plan.

Ms. Surface responded the trail concept plan is just conceptions. Most of the concept marks on the plan are proposed sites for new facilities. Washoe County would like to utilize as many existing trails as possible the help preserve the natural resources.

Additional discussion ensued regarding planning, funding, and development of the disc golf course. Both Mr. Meyer and Mr. Wonhof reported a majority of the funding comes through sponsorships and they believe they have enough funds from donations already to start developing the disc golf course.

Audience member Richard Holcomb commented when the Sun Valley Regional Park was developed, he loss access to a portion of his yard. He has concerns with more improvements to the park will take away even more access.

Audience member Jim Ainsworth inquired if additional restrooms would be installed in various locations throughout the park.

Mr. Wonhof responded there are no additional restrooms being considered at this time. RDGA is designing the course to do a big loop so that participants always at some point come back to the starting point where restrooms are located.

After further discussion Trustee Severt made a motion to recommend to Washoe County Open Space and Regional Park Commission approval of the Sun Valley Regional Park master plan update to include the addition of a disc golf course and a bike park. Treasurer Barstow seconded the motion. The motion carried unanimously.

Item#12. Discussion and possible motion to approve purchase of Accounts Receivable Module as part of the Springbrook Migration to Version 7.

Erin Dowling, Customer Service Supervisor stated the District has not used the Accounts Receivable Module through the years for various reasons. Recently when the District's Accountant, Carol Bratcher, attended the 2014 Springbrook Conference and she was able to attend a session regarding the Accounts Receivable Module and learn more about the module. Ms. Bratcher believes the module would be more efficient way to conduct daily accounts receivable tasks and processes. The module would also provide a more accurate audit reports as well as monthly reports. Ms. Dowling gave some examples of accounts receivable billing clients; Washoe County and City of Sparks for reimbursable items as well as Recreation/Neighborhood Center Tenants for rent and reimbursable items. She stated that Ms. Bratcher is requesting that the District considers adding the Accounts Receivable Module to the Springbrook migration. She stated staff has negotiated the purchase price down to \$2,698.00 from \$2,840.00 (a savings of \$142) if paid in full at the time of signing the contract. She reported the District's 2013/2014 budget has remaining funds for the migration in the Acquisition Fund for the purchase if approved.

Vice Chair Elliott stated he was unaware that the District was not taking advantage of the entire Springbrook package, he assumed that when staff originally requested the Springbrook Version 7 package it would have included everything for staff's needs. He requested for additional explanation why Accounts Receivable Module would benefit the District.

Ms. Dowling responded to Mr. Elliott's request and read Ms. Bratcher's memo regarding the request. The memo briefly stated the old accounts receivable module does not provide enough fields to be filled out when invoicing a tenant and/or Washoe County or City of Sparks. Without the various fields that are needed to complete and invoice transactions, she is unable to properly track the amount invoiced with the proper billing codes because everything has to be manually created each time she invoices. Ms. Bratcher tested the accounts receivable module when the District upgraded to versions 6 and 6.5, she did not feel that the module was worth the time and effort to be adding new fields and codes each time she created an invoice. The accounts receivable version 7 has been completely rewritten and the new module is very flexible and Ms. Bratcher believes that it will work well for the District. Some of the new features included with the module are; provides a central location for all receivables, no more manual file storage needed. Provides a computerized record and history of what has been billed, to whom, and if it has been paid, and etc. It will also provide quick access to reports for aging, total of billings, totals of collections, past due amounts, etc. It will also provide multiple years of similar information. It provides easy access to any information for yearend audits for auditors. The module also provided continuity and stability to the District as all information is electronically stored and accessible by multiple personnel.

There were no public comments.

Trustee Severt made a motion to approve the purchase of the Accounts Receivable Module as part of the Springbrook migration to Version 7 at the negotiated price. Treasurer Barstow seconded the motion. The motion carried unanimously.

Item#13. Discussion regarding District's annual photo contest and consideration of canceling contest due to lack of participation.

Postponed until the next meeting.

Item#14. Financial report by William Short.

None

Item#15. Legal report by Maddy Shipman.

None

Item#16. Field report by Mike Ariztia.

Mike Ariztia reported on the following items;

- Gave an update on the pool, the pool has been drained, cleaned, and filled. Health inspection is scheduled for next week for opening on June 13, 2014.
- Field staff has been flushing dead-end mains throughout the valley.

Item#17. Manager's report by Darrin Price.

Darrin Price gave a brief report on the Washoe County Government Affairs Group meeting that he attended.

- City of Reno will start meeting in June to consider what issues they would see brought forward in a Bill Draft Request (BDR). On September 1st the Reno Council will review all issues and decide on two BDR's to submit to the upcoming Legislative Session, they are allowed two BDR's per legislative session. He stated both the City of Reno and City of Sparks have a Charter Committee made up of various local residents. The Charter meets to discuss local concerns and make recommendations to the local representatives for consideration for a potential BDR.
- Washoe County is going to hire a Government Affairs Manager. Washoe County will create their BDR list at their last meeting in August. One potential BDR topic is regarding the delivery of sample ballots process. Other BDR's will most likely be pushed through Nevada Association of Counties (NACO).
- Washoe County Sheriff's Department will be reviewing additional revisions regarding DNA and legalization of marijuana.
- City of Sparks is allowed one BDR per legislative session, at this time they don't have a BDR of interest that they would like to submit.
- Regional Transportation Commission (RTC) does not get a BDR, but they are discussing the fuel index tax.

Item#18. Public Comments.

Vicky Maltman thanked both Mr. Price and Mr. Ariztia for taking the time to meet with her regarding some of her concerns and making the recommended changes to the District's Salary Report on the District's website. She also reported she and her friend will be offering Popsicle crafts at the Dive Into Summer Event, at which time they will display some other craft opportunities they would like to provide for the children and consider if there is a want for a craft class.

Item#19. Board Comments.

Vice Chair Elliott commented he would like to work with Bureau of Land Management regarding the impacts to the northwest area of Sun Valley regarding their cleanup efforts. He believes that BLM should be responsible for taking a more active role in cleanup efforts on their own land.

Item#20. Future Agenda Items.

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

- Continuation of agenda items 10, presentation from Joseph Castello regarding his graffiti park.
- Continuation of agenda item 13 regarding the District's photo contest.
- Review of the Summer Pipeline newsletter article suggestions.
- Review of the District's Longevity.
- Review of the Beautification definition.
- Review of District's new hire benefits.
- Review of agency benefit comparisons.
- Review of the District's emergency action plan.

Vice Chair Elliott requested discussion regarding future involvement with Keep Truckee Meadows Beautiful and consideration of alternative involvement.

Item#21. Adjournment.

Vice Chair Elliott made a motion to adjourn at 7:10 pm. Treasurer Barstow seconded the motion. The motion carried unanimously.