



**Sun Valley General Improvement District  
Board Meeting Minutes of  
May 26, 2016**

**Board Members Present:**

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

**Board Members Not Present:**

**Staff Present:**

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Jennifer Merritt	SVGID, Administrative Assistant
Karen Pickens	SVGID, Billing Representative
Maddy Shipman	SVGID, Legal Counsel

**Other Members Present:**

Kenneth Czech	Audience
Trevor Johnson	Audience
Parker Newbury	Audience
Carmen Ortiz	Audience
Michael Rider	Audience
Glenda Walls	Audience
Mathew Salazar	Keep Truckee Meadows Beautiful
Joe Dvorski	Hills Angeles 4x4 Club

**The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:00 pm in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd., Sun Valley, NV.**

**Item# 1. Roll call and determination of a quorum.**

Board members present; Chairperson Ainsworth, Vice Chair Severt, Secretary Reinhardt, Treasurer Elliott, and Trustee Barstow. A quorum was present.

**Item# 2. Pledge of Allegiance.**

Led by Trustee Joseph Barstow

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

Audience member Mr. Rider commented the Sun Valley Cal Ripken Babe Ruth League will be hosting a tournament at the Sun Valley Community Park early June.

**Item# 4. Motion to approve the agenda.**

*Vice Chair Severt made a motion to approve the agenda. Treasurer Elliott seconded the motion. The motion carried unanimously.*

**Item# 5. Certify posting of the agenda.**

Karen Pickens certified posting of the agenda.

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

Treasurer Elliott announced Home Depot is having specials on their vegetables.

**Item# 7. Discussion and motion to approve accounts payable and customer refunds for May 26, 2016.**

Treasurer Elliott gave a brief report of the accounts payable for May 26, 2016.

*Treasurer Elliott made a motion to approve the accounts payable for May 26, 2016 in the total amount of \$215,535.83.00. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.*

Treasurer Elliott gave a brief report of the customer refunds for May 26, 2016.

*Treasurer Elliott made a motion to approve the customer refunds for May 26, 2016 in the total amount of \$1,195.14. Trustee Barstow seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and motion to approve Board minutes of May 12, 2016.**

*Trustee Barstow made a motion to approve the Board minutes of May 12, 2016 as submitted. Vice Chair Severt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 9. Presentation of Sun Valley Appreciation Award to Hills Angeles 4x4 Club.**

Chairperson Ainsworth presented an Appreciation Award to the Hills Angeles 4x4 Club on behalf of the District for their organization and extraordinary efforts in beautifying Sun Valley during the Keep Truckee Meadows Beautiful Great Community Cleanup.

Mr. Salazar with Keep Truckee Meadows Beautiful gave a brief report on the Keep Truckee Meadows Beautiful Great Community Cleanup. He reported all 10 dumpsters that were provided for the Great Community Cleanup were utilized completely; approximately 400 tires were removed from Sun Valley and Reno open spaces, and a record setting year with 135 volunteers at a single cleanup site.

There were no public comments.

**Item# 10. Discussion and possible action to initiate a Lease Agreement for the use of 5097 Prosser Way as a Community Garden.**

Kenneth Czech and Trevor Johnson reported they both spoke with Joseph Barstow and would like to partner with Mr. Barstow and his non-profit organization for the use of 5097 Prosser Way as a community garden. A meeting has been scheduled to meet with Mr. Barstow regarding the logistics and hope to start working on the garden this year getting it primarily prepped for next year and minimal growth this year.

Trustee Barstow reported Mr. Czech and Mr. Johnson were not able to meet with him and his leadership team last week and their meeting has been rescheduled.

Chairperson Ainsworth inquired if the District should postpone initiating a Lease Agreement until Trustee Barstow and Mr. Czech and Mr. Johnson have had the opportunity to meet.

Mr. Price responded he would like to postpone until everyone has had the opportunity to meet and determine what the needs of the community garden are going to be.

Additional discussion ensued regarding the community garden and partnership with the Food Pantry of Sun Valley. Staff was directed to bring back a Lease Agreement to the next meeting for Board approval.

There were no public comments.

**Item# 11. Dumpster Program update with possible action/direction to staff regarding consideration of establishing a District Dumpster Program with eligibility criteria and possible program parameters.**

Ms. Dowling reported the District has never adopted an official District operated Dumpster Program and staff is inquiring if the Board would like to consider adopting a formal Dumpster Program in addition to the existing Dumpster Program through Washoe County. The District currently partners with Washoe County Health Department and Code Enforcement to assist those with financial needs to cover the cost of a dumpster. Ms. Dowling gave a brief historical update regarding the Dumpster Program expenses. She reported year to date the District has expended \$6,560.00 towards dumpsters; four of them were provide to Washoe County via partnership and eight dumpsters directly to District customers by the District. If the Board would like to consider creating a District Dumpster Program, staff is seeking direction from the Board regarding parameters and guidelines for such program. Staff recommends similar eligibility requirements for the Garbage Assistance Program and Recreation Assistance Program, and a formal application process for backup purposes. She reported staff has not been consistent with the distribution of the dumpsters and staff would like to address any future requests for dumpsters, outside of the Washoe County partnership, more consistently per Board direction.

Secretary Reinhardt stated for clarification the District currently offers a Garbage Assistance Program and a Recreation Assistance program, but does not have a Dumpster Program.

Ms. Dowling responded the District does not have a formal Dumpster Program; currently the District only has a partnership with Washoe County Health Department or Code Enforcement.

Secretary Reinhardt inquired if the existing Dumpster Program and/or District Dumpster Program would continue to be paid with garbage franchise fees. She inquired if the purpose

of tonight's request is to establish guidelines similar to existing programs.

Ms. Dowling responded both of the Garbage Assistance Program and the existing Dumpster Program are funded by the collection of the garbage franchise fees. She reported the purpose of considering a formal District Dumpster Program would be to offer another low income assistance program to District customers. Each customer would be subject to the parameters set by the Board; staff would recommend that parameters be established similar to existing programs. The District's Dumpster Program would also be funded by the collection of garbage franchise fees.

Secretary Reinhardt responded she would only consider a program if it truly is a hardship case and not someone who has access to funds to help pay for a dumpster.

Treasurer Elliott stated with both the Washoe County Health Department and Code Enforcement financial ability should have nothing to do with it, it has to do with a matter of practice.

Ms. Dowling responded if Washoe County sites a property, they will involve the property owner and/or tenant. She stated Washoe County only requests assistance from the District for the expense of a dumpster if there is a hardship among the property owner and/or tenants and meets Washoe County eligibility requirements.

Secretary Reinhardt stated she does not see anything wrong with the existing program and how it is operated. She doesn't want to see the District get involved with getting customers to clean out their garages, sheds or properties. She stated the District should only cover the expense of a dumpster only in hardship or in nuisance cases.

Ms. Dowling responded to Secretary Reinhardt's comment, staff is seeking direction from the Board; by formally adopting a program it could put staff in a vulnerable position by asking a series of questions regarding the use of the dumpster and potentially inspecting properties to determine if the property qualifies for the need of a dumpster.

Chairperson Ainsworth inquired what is staff's recommendation regarding a District Dumpster Program.

Ms. Shipman responded one of the recommendations for consideration is not to adopt a District Dumpster Program outside of the District's existing partnership.

Ms. Dowling also responded staff recommends two options for consideration; the first one is to consider whether or not there is a need for an additional dumpster program and if so what parameters and guidelines of the program should there be. Staff would recommend the following parameters; District customers only, how long an individual has been a customer, whether or not they are the property owner or tenant, low income only, concerns regarding what is being placed in the dumpster and holding the customer responsible for reimbursement if they violate the use of the dumpster, determination of how the dumpsters would be issued and how many dumpsters per year. Staff also strongly recommends some kind of application and customer signature be required. She stated staff does not want to take over responsibilities and/or duties that currently are provided by Washoe County Health Department and Code Enforcement.

Treasure Elliott stated he has a lot of questions regarding how the existing program operates and inquired if the existing program works.

Vice Chair Severt stated she was surprised with the number of dumpsters that have been requested by Washoe County. She believes a dumpster program is very beneficial, but she has concerns with what the dumpsters will be used for when the District is the one issuing the dumpster and not Code Enforcement. Code Enforcement will advise each customer what needs to be removed from the property and how to properly use the dumpster. She agrees with staff, if the Board approves a formal District Dumpster Program there needs to be parameters and guidelines.

Secretary Reinhardt stated she does not see the need for a District Dumpster Program, the existing program is sufficient enough.

Chairperson Ainsworth stated she would rather see items thrown in a dumpster instead of thrown on the property. She also stated the District uses the collected garbage franchise fees for beautification; part of that beautification is removal of the trash in Sun Valley. She commented on the success of prior programs that have been offered by the District.

Vice Chair inquired if the District should consider offering Washoe County the ability to offer a dumpster to a customer that doesn't meet the program requirement criteria in efforts to clean up the valley more. She strongly thinks the enforcement should be the responsibility of Washoe County.

Treasurer Elliott stated he doesn't want to see staff become involved with enforcement.

Mr. Combs stated he has concerns regarding staff members going on property to perform site inspections and police what goes in the dumpster; the staff has no ability to issue a citation to a customer. He agrees this should continue to be the responsibility of Washoe County.

*After additional discussion regarding a District Dumpster Program Vice Chair Severt made a motion to continue with the existing Dumpster Program with Washoe County at this time. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

There were no public comments.

#### **At 6:37 pm the Public Meeting closed for a Public Hearing**

#### **Item# 12. Discussion and motion to adopt the final budget for Fiscal Year 2016/2017.**

Chairperson Ainsworth read into the record the Order of Procedure for the District's Public Hearing. Secretary Reinhardt provided proof of publication for the Public Hearing and read into the record a letter to the District from the State of Nevada Department of Taxation. She reported the letter stated that the Department of Taxation examined the District's fiscal 2016/2017 tentative budget and finds it in compliance pursuant to NRS 354.596.

Mr. Price reported the Board has reviewed the District's proposed 2016/2017 budget at the last several meetings and all of the edits have been made. The District's Water Operation Fund reflects a Net Income Loss of \$331,181.00; majority of the loss is related to depreciation. The District's Sewer Operation Fund reflects a Net Income Loss of \$11,461.00; majority of the loss is related to depreciation. The District's Property and

Garbage Operation Fund reflects a Net Income Loss of \$3,545.00; majority of the loss is related to depreciation. The District's Acquisition Fund reflects a Net Income Loss of \$1,244,591.00. He reminded the Board that the actual income or loss is solely based on the number of capital improvement projects the District performs fiscal year of 2016/2017. He also reminded the District's bond payments are paid from the Acquisition Fund. The District's Recreation Operation Fund reflects a Net Income Loss of \$72,130.00; majority of the loss is related to depreciation. Mr. Price reported staff is requesting approval the District's 2016/2017 Budget as presented.

There were no public comments.

**Chairperson Ainsworth closed the Public Hearing at 6:42 pm.**

Treasurer Elliott stated depreciation tends to misrepresent what the actual bottom line is and inquired what is the comparison difference between the 2015/2016 and the 2016/2017 District Budget.

Mr. Price responded there are no proposed rate increases with any of the funds. Staff was able to adjust line items within the budgets to cover expenses including some of the rate increases staff is anticipating.

*Vice Chair Severt made a motion to the District's budget for fiscal year 2016/2017. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

**Item# 13. Update regarding Sun Mesa Homeowners Association possible adoption of Sun Mesa Park with possible direction to staff.**

Mr. Price reported he spoke with the Sun Mesa Homeowners Association Manager regarding Treasurer Elliott's request for the Homeowners Association to provide volunteers to perform landscaping maintenance at the Sun Mesa Park. The manager appreciates the opportunity to assist, but at this time he is struggling trying to find volunteers to fill the vacant positions on the Homeowners Association Board, he doesn't think he could find any volunteers at this time for maintenance. The Sun Mesa Homeowners Association is very appreciative of the District and thinks the park is being well maintained. Mr. Price also reminded the Board that the Sun Mesa Park cannot be deeded to the Homeowners Association or to any other agency per the existing Washoe County Park Deed. If the District decides in the future they no longer want to offer recreation, the parks and pool have to revert back to Washoe County.

Treasurer Elliott thanked Mr. Price for contacting the Sun Mesa Homeowners Association, but he doesn't think it is a completely dead issue at this time.

There were no public comments.

**Item# 14. Legal report by Maddy Shipman.**  
None

**Item# 15. Field report by Jon Combs.**

Mr. Combs reported on the following;

- Field staff is still prepping for the upcoming recreation season. The pool opens June 9<sup>th</sup> followed by the Dive Into Summer Event on June 10<sup>th</sup>.
- Staff is prepping the Sun Valley Community Park parking lot for asphalt sealing that will take place after July.
- He reported the wind caused damage to the bathroom doors at Gepford Park. Staff had a contractor come and repair the doors and made them sturdier to hold up in high winds.
- The District has currently received 12 applicants for lifeguard positions; they are all scheduled for lifeguard training next week.
- He was pleased to announce the District has received a lot of swim lesson registrations to date.

**Item# 16. Office report by Erin Dowling.**

Ms. Dowling reported on the following;

- Staff is working very diligently on the Dive Into Summer Event. Staff has been working on soliciting donors for raffle prizes. Staff is anticipating a large turnout based on the number of flyers that have been distributed and other advertisements.

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

Mr. Price reported on the following;

- He reported the Western Regional Water Commission is still discussing the consideration of disillusion of the Commission. He stated the disillusion would require a change in the Nevada Law.
- He was pleased to announce the District received a 3% reduction on the District's Health benefits.
- The District has been in contact with several of the summer youth camps and daycares, and several of them are scheduling field trips to the pool this summer.
- He wished Treasurer Elliott a Happy Birthday on behalf of the District.

**Item# 18. Public Comments.**

Audience member Mr. Rider reported he received confirmation and the Sun Valley Cal Ripken Babe Ruth League tournaments will begin on May 31<sup>st</sup>. Following the tournaments will be the All-star games.

**Item# 19. Board Comments.**

Vice Chair Severt reported she attended a portion of the Day of Service that was held at the Sun Valley Community Park. Volunteers planted flowers up the walkway and spread several yards of bark. The volunteers were from the Methodist Church and they have already asked to come back next year. She thanked Brenda Hess with the Family Resources Center for organizing the event and District staff for their assistance.

Trustee Barstow reported he attended the Reno Battleborn BMX grand opening. He was very impressed with the facility and the amount of patrons that came out. He looks forward to seeing the Pros race on the track soon. He reported the Atlantis Casino is going to host a food show on June 23, 2016 and has asked if the Food Pantry of Sun Valley would be interested in any of the leftover food for distribution. He reported the church has helped a gentleman in the past, that gentleman is now moving out the county. The gentleman would like to help out the Food Pantry of Sun Valley by donating all the food items from his home

and all the proceeds for household items sold to the Food Pantry of Sun Valley. He also reported the Church of Nazarene is holding a rummage sale on May 28, 2016 to benefit the Food Pantry of Sun Valley.

Treasurer Elliott reported he, Mr. Price and Commissioner Herman continue to work on the electronic marquee for the Sun Valley Community Park. They have run into a lot of “red tape” due to the Washoe County Sign Ordinance. He stated Commissioner Herman is disappointed with the second proposed sign location at the District’s Annex. Commissioner Herman stated the purpose of the electric marquee was to promote the Sun Valley Senior Center activities and it doesn’t make sense to promote a program at a different location. He also reported his disappointment with the lack of involvement or support of the electric marquee by Commissioner Jung, since the marquee is within her district.

Chairperson Ainsworth reported she attended the Reno Battleborn BMX grand opening. She complimented Reno Battleborn BMX on their hard work on the track, it is a very nice facility.

Secretary Reinhardt reported on recent news announcements regarding prescribed medications being detected in drinking water in California. She inquired how Truckee Meadows Water Authority is handling prescribed medications being detected in the drinking water. She suggested staff to provide some kind of announcement/report regarding the District’s water quality.

**Item# 20. Future Agenda Items.**

Mr. Price reported the following items will be on the next agenda;

- Review of the draft articles for the summer pipeline
- Presentation by The Chamber regarding member benefits
- Presentation by LP Insurance regarding the District’s Health benefits
- Continuation of the Community Garden

Vice Chair Severt requested future discussion regarding the water quality and clarification regarding the detection of prescribed medications in the drinking water.

**Item# 21. Adjournment.**

*Treasurer Elliott made a motion to adjourn at 7:07 pm. Secretary Reinhardt seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on June 9, 2016.

Minutes Prepared by:  
Jennifer Merritt, Administrative Assistant