



## Sun Valley General Improvement District Board Meeting Minutes of September 22, 2016

### **Board Members Present:**

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

### **Board Members Not Present:**

Margaret Reinhardt	Secretary (sick)
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### **Staff Present:**

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

### **Other Members Present:**

Michael Rider	Audience
Glenda Walls	Audience
John Crabtree	Reno BattleBorn BMX
Nancy Eklof	Nancy Eklof Public Relations

**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, Treasurer Elliott, and Trustee Barstow. A quorum was present.

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

Led by Ms. Dowling

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

Mr. Crabtree with Reno BattleBorn BMX gave a brief update regarding the BMX Track at Sun Valley Community Park. He stated he just finished his summer schedule which consisted of Monday racing, Thursday practice and Saturday racing. Racing will only take place on Saturday's for the remainder of the year. He was recently granted authorization from USA BMX to move his Saturday racing time from late afternoon to mornings in efforts to increase riders and avoid hot temperatures. He was proud to announce the Reno

BattleBorn BMX Track is currently ranked fourth in the state. He reported several tracks are organizing a mini race series called the Sage Brush BMX Race Series and the Reno BattleBorn BMX will be hosting the final race on October 29, 2016. Mr. Crabtree also reported on several improvement projects that he is working on for the track they include: installation of grass, stairs and additional bleachers. In the future he would like to provide some kind of shade structure, after meeting with Washoe County it has to be a permanent structure. He thanked the District for all their support.

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

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

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

Jennifer Merritt certified posting of the agenda.

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

Mr. Price announced the 2016 Sun Valley Community Service Award nomination deadline is September 30, 2016. The District current has two nominations. He also reported NDOT released a Media Advisory regarding the Sun Valley Boulevard pedestrian safety improvements.

Treasurer Elliott commented Washoe County Commissioners are continuing to discuss the Cargo Container Code. Several Commissioners were confused by the code amendments. He also stated Commissioner Herman has concerns with the amendments and he is glad she spoke up at the meeting regarding her concerns.

**Item# 7. Discussion and motion to approve accounts payable and customer refunds for September 22, 2016.**

Treasurer Elliott gave a brief report of the accounts payable for September 22, 2016.

*Treasurer Elliott made a motion to approve the accounts payable for September 22, 2016 in the total amount of \$257,987.04. Chairperson Ainsworth seconded the motion. After discussion the motion carried unanimously.*

Treasurer Elliott gave a brief report of the customer refunds for September 22, 2016.

*Treasurer Elliott made a motion to approve the customer refunds for September 22, 2016 in the total amount of \$475.87. Chairperson Ainsworth seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and motion to approve board minutes of September 08, 2016.**

*Vice Chair Severt made a motion to approve the board minutes of September 08, 2016 as submitted. Treasurer Elliott seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 9. Marketing update by Nancy Eklof with Nancy Eklof Public Relations with possible direction to staff.**

Nancy Eklof gave a brief update regarding public relations activities she has been working on for the District. She reported she and District staff continue to meet on a monthly basis to discuss the needs of the District including the content and deadlines for the upcoming winter PipeLine. She has seen the fall Pipeline through from start to finish. The Sun Valley General Improvement District Drone Public Service Announcement is complete and staff has been given a copy of the video for distribution. She recently distributed a Press Release regarding the District's recent action regarding Support of Local Law Enforcement. Ms. Eklof also reported she is working on another Public Service Announcement video to assist with promoting the District's events. This would be a standard video with the capability to change out the event information as needed. She is also assisting District staff with the organization and planning of the Sun Valley Veterans Appreciation Breakfast. Her responsibilities for the event are to invite elected officials and request for various proclamations in support of Veterans.

*Vice Chair Severt made a motion to accept Ms. Eklof's marketing report. Trustee Barstow seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 10. Review and action to approve final layout of the District fall PipeLine.**

Ms. Eklof provided a final draft of the fall PipeLine for review and approval.

Vice Chair Severt had two requests, she would like to add "Save the Date" in the title of the Veterans Appreciation article. She would also like to add a small statement regarding early voting to the "Get Out & Vote" article.

*Vice Chair Severt made a motion to approve the final draft fall Pipeline with recommended changes. Treasurer Elliott seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 11. Discussion and possible direction to staff regarding offering free dump assistance as Beautification Program.**

Mr. Price reported the District had a previous Dump Voucher Program that was very successful. The voucher was worth \$5 that could be used towards the Waste Management Transfer Station. This program was discontinued when the District didn't renew its Garbage Franchise Agreement with Waste Management. He provided an alternative program idea for consideration: a rebate/reimbursement with proof of receipt with a not to exceed amount. He stated staff is open to other suggestions.

Chairperson Ainsworth commented dumping fees have escalated and would like to offer something similar to the Voucher Program to help with the expense.

Mr. Price commented the free dump days that were offered at Scolari's where the most effective. Waste Management wished to no longer participate in the free dump days. The District could potentially work with the owner of the Sun Valley Scolari's for the use of property and the District could purchase the dumpsters. This would require a lot of manpower of volunteers in order to make it successful; a potential partnership program with Keep Truckee Meadows Beautiful.

Treasure Elliott commented he believes that the free dump days were very successful and he also believes that partially the reason why the valley is in the shape that it is in today, due to the lack of the free dump days that were once offered. He stated he has been informed by the Washoe County Manager that the new Garbage Franchise Agreement is within a few weeks of being signed. The new Agreement would include single stream recycling. He has some concerns regarding any agreement with the County, but he is positive the interest of Sun Valley will be protected. He stated he thinks it would be premature for the District to plan for some kind of dumping assistance until the District knows what was approved in the new Washoe County Garbage Franchise Agreement. He stated he has received numerous calls from the general public regarding the dumpster program. He advises them that they must have a violation with the Washoe County Health Department and/or with Code Enforcement to potentially qualify for a dumpster. He also stated the District Board is so concerned with partnering with Keep Truckee Meadows Beautiful and cleaning up the desert, BLM and Washoe County Land. He would like to see the Board start cleaning up the valley first and helping the citizens more.

Chairperson Ainsworth requested the discussion regarding some kind of dumping program because she is upset with the fact that a resident of Washoe County, City of Sparks and City of Reno have the privilege of dumping several times a year for fee, with the exception of Sun Valley.

Vice Chair Severt responded to Chairperson Ainsworth comment. She stated if an individual lives within the unincorporated Washoe County, they don't get the same services as the City of Sparks or City of Reno.

Mr. Price responded a City of Reno resident is allowed four free pickup loads per year at the transfer station. Proof of residency is required; an individual must provide a copy of a current Waste Management bill that shows the customer is in good standings and a driver's license in order to dump for free.

Ms. Shipman responded she lives within the unincorporated Washoe County and she is allowed two free dump days. She does not believe that is due to her being a Washoe County resident, she thinks it is an overall free dump day offered by Waste Management. The reason why Sun Valley is not offered the free dump days like residents of the City of Sparks or City of Reno is because it is tied to their Garbage Franchise Agreements. Washoe County is still in the negotiations with Waste Management regarding a new Garbage Franchise Agreement.

Mr. Price reported he has been informed by the Assistant County Manager that Washoe County is trying to get a similar Garbage Franchise Agreement as City of Sparks and City of Reno.

Vice Chair Severt stated she used to be very involved with the annual cleanups (free dumping days), the problem with that program was everyone would save their garbage throughout the year. During the cleanup event more dumpsters were needed than originally planned for and individuals continued to dump their garbage in the parking lot after the event. Another concern of hers is the transportation, there were lines miles long of cars just waiting to dump. She is in favor of having some kind of clean up event. She also reminded everyone that the BLM Land and the Washoe County Regional Park is all government land, making it the public's land and she has no problem supporting cleaning it up. She also

reported Waste Management offers quarterly free dumping at the transfer stations to all of Washoe County.

*After additional discussion Treasure Elliott made a motion to table discussion regarding a possible dumping assistance program until after Washoe County renews its Garbage Franchise Agreement. Chairperson Ainsworth seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 12. Discussion and consideration to host an electronic recycling day.**

Mr. Combs reported he has been negotiating with several vendors who would accept e-waste. New to You Computers is the most cost effective vendor at this time and is interested in partnering with the District. He also spoke with Rubbish Runners to see if they would like to partner with the District and donate dumpsters for the collection of appliances. The metal from the appliances would offset the cost to recycle televisions and computer monitors. He stated his goal is to have the recycling day pay for its self.

Mr. Combs reported he spoke with Keep Truckee Meadows Beautiful and they would like to partner with the District on the electronic recycling day, they potentially can provide volunteers for the event. He inquired if the Board would like to continue pursuing with an electronic recycling day and if so, when would they like to schedule the recycling day.

Trustee Barstow stated he requested to have discussion regarding an electronic recycling day. He would like to have staff bring back a proposal with actual costs and proposed dates for a recycling day.

Audience member Mr. Rider stated he is in favor of the District hosting an electronic recycling day. He volunteered at an electronic recycling day and it was very successful. He stated if the District opens it up to all public, the District will be buried. He suggested only offering it to Sun Valley residents in efforts to keep the event manageable and cost effective.

After further discussion the Board is in favor of hosting a recycling day and directed staff to proceed with getting costs.

**Item# 13. Discussion and possible action to assist Washoe County Sheriff's Office with expenses to print graffiti waiver to be distributed at local Sun Valley Elementary Schools for distribution.**

Ms. Merritt reported the Board was given a graffiti abatement update by Ms. Howard with the Washoe County Sheriff's Office. During that update Ms. Howard reported the Washoe County Sheriff's Office distributed 558 graffiti waivers and 86 graffiti removal kits throughout eight Sun Valley neighborhoods. Of those 558 graffiti waivers, Washoe County Sheriff's Office received approximately 23 signed waivers. Ms. Merritt stated the lack of signed waivers was dis-concerning and the Board directed staff to see how to promote the graffiti waivers and several suggestions were offered including, a mail insert with prepaid postage or distribution throughout the schools. She stated after researching a mail insert there would be a cost associated with printing the flyer and prepaid postage making this option cost prohibitive. Staff consulted with the Washoe County School District's communication department and they approved the graffiti waiver to be distributed throughout the four Sun Valley Elementary Schools inside the students' weekly folders. There is one requirement that the School District has and that is a disclaimer on the material.

Ms. Merritt stated after consulting with Ms. Howard the Washoe County Sheriff's Office does

not have enough preprinted graffiti waivers to distribute throughout the elementary schools. She is getting a quote on an additional 2,500 waivers to be printed with the required disclaimer; she anticipated the cost would be approximately \$1,000.00. Ms. Merritt stated staff is requesting to continue partnering with Washoe County Sheriff's Office regarding graffiti abatement and share the expense with the new printed graffiti waivers with a not to exceed amount of \$500.00.

*Trustee Barstow made a motion to approve staffs request to partner with Washoe County Sheriff's Office and share the expense with the new printed graffiti waivers of a not to exceed amount of \$500.00. Vice Chair Severt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 14. Discussion and direction to staff on proposed Electronic and/or Non-Electronic Message Marquee.**

Treasure Elliott shared several sign options and videos regarding an electronic messaging marquee and its benefits. He stated that the Washoe County Commission already approved \$20,000 towards the cost of a new sign in efforts to help promote the Washoe County Senior Program.

Vice Chair Severt inquired if all information displayed on the electronic marquee would be updated electronically with a computer.

Mr. Price responded all announcements would be performed from a laptop via Wi-Fi and a transmitter. He also reported he has completed the Washoe County Administrative Permit Application and will submit it next week to Washoe County Planning and Development. Along with the application he will provide a site location map and sign specifications. He stated the application would be reviewed by the Board of Adjustments in early November 2016. He stated Washoe County staff will be recommending a denial of the District's application because it does not meet Washoe County Code requirements.

Chairperson Ainsworth stated she spoke with Commissioner Herman regarding the electronic marquee and Commissioner Herman is in support of the new marquee. Commissioner Herman does not think that there will be any problems with the adjacent neighbors as anticipated by County staff.

Treasure Elliott commended Commissioner Herman for her support of the new marquee. She continues to bring the marquee discussion up during Commission meetings.

Mr. Price reported he will continue to update the Board on an ongoing basis.

Audience member Mr. Rider commented he is in favor of an electronic marquee and will be happy to testify to the Board of Adjustments.

**Item# 15. Discussion and action to waive the District \$30 Account Set-Up Fee for District customers who will be affected by the adoption of Tariff Rule No. 20 regarding multi-unit single metered premises.**

Ms. Dowling reported at the September 8<sup>th</sup> Tariff Hearing the Board adopted the proposed Tariff Rule 20 subcommittee recommendations. As part of the recommendations, the landowner of the affected properties must have the water/sewer service in their name. She

stated of the 45 properties on the list, 7 of the properties are not in the landowner's name. Staff is recommending sending letters to the 7 properties and requests them to put the water/sewer service in the landowner's name. Staff would like to make this transition as simple as possible for the landowner by including a set of instructions and an application along with a prepaid envelope for them to return the application. She stated since many of these accounts have been established for years, staff is requesting to waive the set-up fee for the 7 properties. The total requested amount to be waived is \$210.00.

*Trustee Barstow made a motion to approve staffs request and waive the \$30 set-up fee for the 7 properties identified on the list. Vice Chair Severt seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 16. Discussion and possible direction to staff on Washoe County's proposed action on the "Washoe County Economic Development and Conservation Act" and potential lands within the Sun Valley Hydro Basin that may be affected.**

Mr. Price stated the District received correspondence from Washoe County Planning and Development regarding Washoe County's proposed "Washoe County Economic Development and Conservation Act". The correspondence was to alert the District that we could be potential stakeholders in the upcoming proposed legislation. Mr. Price provided a copy of the letter from Mr. Bill Whitney, Director of Planning and Development for Washoe County that provided pertinent information regarding the "Washoe County Economic Development and Conservation Act". He stated purpose of the "Washoe County Economic Development and Conservation Act" is to pursue federal lands and bring them back to the County. As a potential stakeholder, the District might be interested in pursuing some of the federal lands for existing and future facilities such as tank sites, public parks, trailheads, etc. Mr. Price provided a draft map of Federal and Tribal Lands Transfer Requests and pointed out the areas of interest for the District. He stated other stakeholders include Washoe County, Washoe County School District, Truckee Meadows Water Authority, Truckee Meadows Water Reclamation Facility, Truckee Meadows Flood Control, University of Nevada Reno, Desert Research Institute, City of Sparks, and Incline Village General Improvement District. Mr. Price stated staff is requesting direction from the Board on whether or not to proceed pursuing an interest in those lands within in the Sun Valley Hydro Basin for potential future uses for the District.

Treasurer Elliott stated various parts of these lands could potentially be developed. He stated he has some concerns regarding private development of these current federal lands. He inquired if there is an opportunity for the District to provide its own treatment plant for the Sun Valley Hydro Basin.

Mr. Price responded the quick answer is no, the District does not have an interest in its own treatment plant. He stated there are two large agricultural wells in the north part of Sun Valley, but they don't produce enough water to serve the Sun Valley Hydro Basin. He also stated there is no surface water source within Sun Valley to meet the demand of the current development in Sun Valley. On the wastewater side of operations, with the return flow requirement to the Truckee River, the District does not want to take that water out and send a heavier concentration to the existing Reclamation Facility.

Chairperson Ainsworth inquired what Truckee Meadows Water Authority's interest in the federal lands north of Sun Valley.

Mr. Price responded Truckee Meadows Water Authority is interested in portions of lands around Sun Valley for additional water storage tanks.

Audience member Mr. Rider commented in efforts to control the future destiny of Sun Valley, the District should consider controlling some of the properties surrounding the District's existing boundary. This would give Sun Valley more of a say of what type of development that could occur in efforts of protecting the future of Sun Valley.

After additional discussion Vice Chair Severt gave staff direction to continue this item for necessary updates and invite Mr. Whitney, Director of Planning and Development for Washoe County to give a presentation regarding the "Washoe County Economic Development and Conservation Act".

**Item# 17. Legal report by Maddy Shipman.**

None

**Item# 18. Field report by Jon Combs.**

Mr. Combs reported on the following items;

- The District received a request for community service work from the Naval Service. At the time of the request the District didn't have a project big enough for the service men and referred them to Washoe County Sheriff's Office to assist with distributing flyers regarding the Graffiti Abatement Program.
- Washoe County is going to fence off a portion of the Sun Valley Regional Park in efforts to deter shooting and vandalism near the Disc Golf Course.
- The District has issued three dumpsters this month in partnership with the Washoe County Code Enforcement/Health Dumpster Program.
- The field crew continues to clean the sewer lines, they are more than half way through the Valley.
- He reported on a recent leak that occurred on Eastgate. The leak was on a District service line, staff worked diligently on the repair and they also repaired the road around the leak.
- He reported there has been an increase in abandoned cars at the Sun Valley Parks. The District recently extended its agreement with Milne Towing to include towing services in the parks.

**Item# 19. Office report by Erin Dowling.**

Ms. Dowling reported on the following items;

- Office Staff has been working closely with the District's Accounting Specialist regarding reconciling and balancing of customer e-checks. The Accounting Specialist is having difficulties reconciling and balancing e-check payments because it can take up to five business days before it settles in comparison to credit/debit card payments that are approved and/or denied immediately. In some events the balancing of an e-check can carry over into the next month making it difficult to perform the end of month duties. After meeting with management it was decided to no longer accept e-checks from customers effective October 14, 2016. Staff is noticing all of the customers of this change. She does not believe this will be a hardship on the customers.

**Item# 20. Manager's report by Darrin Price.**

Mr. Price reported on the following items;

- He attended the State of County Address. He stated during the State of County Address they showed a lot of video promoting various County departments. Washoe

County is pledging thirteen million towards park improvements. There is a huge public concern on social media regarding funds being spent on parks rather than schools. He stated a lot of people forget that Washoe County is separate from Washoe County School District; they are their own separate entity. The County is trying to remind everyone of the difference between the two entities.

- Western Regional Water Commission recently approved Northern Nevada Water Planning Commission request to continue funding cloud seeding.
- George Ball the District's former engineer recently retired from Northern Nevada Water Planning Commission.
- Truckee Meadows Water Authority General Manager recently received his annual review. He stated the board approved a little over 2% increase for the employees and the Board also approved a 5% increase for the General Manager.

**Item# 21. Public Comments.**

None

**Item# 22. Board Comments.**

Treasurer Elliott encouraged everyone to look at the published article for fire and police compensation. He believes fire and police received a 2.5% increase and their longevity incentive starts after 20 years. He also stated if the Board of Adjustment denies the District's Administrative Permit Application for an electronic marquee, he would like to consider an Area Plan Amendment as an alternative option.

Vice Chair Severt commented that there has been an increase in abandoned cars around the area. The Sheriff's Office has to tag them and wait for them to get towed off. During that time windows are getting broken out and cars are being filled up with garbage. She encouraged everyone to keep an eye on their neighborhoods. She also stated she was recently on vacation and shared her local newspaper headline. The big article in the paper was; the City Council was having a meeting to fire the Magistrate in the township for using foul language during a public meeting.

Trustee Barstow commented he personally has bank accounts that he does not have credit/debit cards for. He is concerned that other District customers may not have a credit/debit card to use to pay their monthly water/sewer bill with in lieu of an e-check.

Chairperson Ainsworth reported Western Regional Water Commission is going to assist Desert Research Institute with their Precipitation Gauges.

**Item# 23. Future Agenda Items.**

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

- Discussion regarding Electronic/Non-Electronic Messaging Display Marquee
- Review of District credit/debit cards and electronic check service fees
- Possible presentation by Washoe County regarding the Garbage Franchise Agreement
- Judging of the 2016 Sun Valley Photo Contest
- Review and selection of 2016 Sun Valley Community Service Award nominations
- Continue discussion regarding a possible dumping program after Washoe County approves the new Garbage Franchise Agreement
- Continue discussion regarding an electronic recycling day with proposed dates and event expenses

- Continue discussion regarding the proposed Washoe County Economic Development and Conservation Act

Vice Chair Severt requested future discussion regarding 2017 event planning calendar.

**Item# 24. Adjournment.**

*Vice Chair Severt made a motion to adjourn at 8:00 pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on October 13, 2016.

Minutes Prepared by:  
Jennifer Merritt, Administrative Assistant