



**Sun Valley General Improvement District
Board Meeting Minutes of
January 11, 2018**

Board Members Present:

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

Board Members Not Present:

Staff Present:

Darrin Price	SVGID, General Manager
Jon Combs	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Karen Pickens	SVGID, Billing Representative
Nancyann Leeder	SVGID, Legal Counsel

Other Members Present:

Antonio Gonzalez	Audience
Michael Rider	Audience
Glenda Walls	Audience

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 Ortiz, Secretary Barstow and Trustee Elliott. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Treasurer Ortiz.

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

None

Item# 4. Motion to approve the agenda.

Secretary Barstow made a motion to approve the agenda. Chairperson Ainsworth 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.

Mr. Price stated in prior years the Sun Valley Landowners Association has inquired if the District would be interested in the Sun Valley Landowners Building as another community building and the District has respectfully declined. He stated the Sun Valley Landowners Building is now officially for sale.

Treasurer Elliott announced during the Washoe County Commission meeting the Commissioners had discussion regarding the County Code for Exotic Animals. He was not impressed with Commissioner Jung's comments calling audience members "hobbyists" if they didn't have credentials and/or degree in relations to handling animals. He also stated he attended the Joint Meeting with Washoe County Senior Citizen Advisory Committee, City of Reno and City of Sparks regarding future plans for senior services programs.

Item# 7. Election of officers.

Trustee Severt nominated Sandra Ainsworth as Chairperson. Trustee Ortiz seconded the nomination. The nomination carried unanimously.

Trustee Ainsworth made a motion to nominated Susan Severt as Vice Chair. Trustee Ortiz seconded the nomination. The nomination carried unanimously.

Trustee Elliott made a motion to nominated Carmen Ortiz as Treasurer. Trustee Severt seconded the nomination. The nomination carried unanimously.

Trustee Severt made a motion to nominated Joseph Barstow as Secretary. Trustee Elliott seconded the nomination. The nomination carried unanimously.

Item# 8. Discussion and motion to approve accounts payable and customer refunds for December 28, 2017.

Treasurer Ortiz gave a brief report of the accounts payable for December 28, 2017.

Treasurer Ortiz made a motion to approve the accounts payable for December 28, 2017 in the total amount of \$730,537.60. Secretary Barstow seconded the motion. After discussion the motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for December 28, 2017.

Treasurer Ortiz made a motion to approve customer refunds for December 28, 2017 in the total amount of \$771.69. Secretary Barstow seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action to approve accounts payable and customer refunds for January 11, 2018.

Treasurer Ortiz gave a brief report of the accounts payable for January 11, 2018.

Treasurer Ortiz made a motion to approve the accounts payable for January 11, 2018 in the total amount of \$45,934.09. Trustee Elliott seconded the motion. The motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for January 11, 2018.

Treasurer Ortiz made a motion to approve customer refunds for January 11, 2018 in the total amount of \$890.33. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Discussion and motion to approve Board minutes of December 14, 2017.

Secretary Barstow made a motion to approve the Board minutes of December 14, 2017 as submitted. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Continuation of FlashVote survey questions for consideration with possible direction to staff.

Mr. Price provided a list of suggested surveys for consideration. He stated he is most interested in learning what the community thinks about the District's Recreation Programs and how often does an individual and/or family use the pool. He is interested to learn who the District's biggest park users are; Sun Valley residents vs. surrounding community residents. He is also interested learning how satisfied customers are with the water quality. Mr. Price reported Mr. Lyon's with FlashVote has waived the annual membership fee for 2018. He suggested the District start with one survey and see what the participation is prior to proceeding with additional surveys.

Trustee Elliott stated he is very interested in learning more of what the community thinks of the pool. His concern is the lack of registered participation.

Chairperson Ainsworth inquired for clarification, she was under the impression that FlashVote surveys would only be sent to District customers who have registered to participate.

Mr. Price responded FlashVote Survey's would be sent to anyone who registered with FlashVote, not just District customers. He will get clarification from Mr. Lyon's regarding the demographics.

Vice Chair Severt likes the idea of starting with a survey regarding the pool and recommended a follow up question asking where the individual(s) reside.

After further discussion Treasure Ortiz made a motion to proceed with initiating a survey asking "Which best describes how often you or your family used the Sun Valley Pool last summer. Trustee Elliott seconded the motion.

During discussion Treasurer Ortiz amended her motion to include a sub-answer why the individual(s) didn't use the pool. Trustee Elliott amended his second. The motion carried unanimously.

There were no public comments.

Item# 12. Review and action to approve 2018 final Winter Pipeline Newsletter.

Ms. Dowling provided a copy of the final draft 2018 winter newsletter for review and approval. She stated staff will insert the election of officers on the front page. The newsletter is scheduled for distribution, if approved, the end of January.

Vice Chair Severt recommends bolding the names of the Community Service Award winners.

Secretary Barstow made a motion to approve the 2018 Winter Pipeline as submitted including the changes as discussed. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Discussion and action to authorize purchase of a used generator from Western Electric for the purpose of emergency backup for the District office during power outages.

Mr. Combs reported staff is requesting approval from the Board of Trustees to purchase a used generator for emergency backup purposes for the District office building. He stated the generator staff is interested in purchasing was acquired by the electrician that performs work for the District. The proposed generator came from an AT&T building that has recently closed down. He stated Western Electric Group, LLC is offering the District the used generator at cost. Mr. Combs provided comparable used and new generators costs for informational purposes.

Mr. Combs reported Western Electric Group, LLC evaluated the District office building power usage/load to make sure the generator would be able to perform as needed. The power switch was installed when the District office building was originally constructed. Additional work would include construction of a foundation for the generator, taking natural gas from the meter to the generator and some electrical work to the switch bank. The generator will automatically come on once it senses a power loss after a certain amount of time.

Mr. Combs reported the Board of Trustees approved the 2017 – 2018 budget that included \$15,000.00 for the purchase of an emergency generator, engineering and permitting. He is requesting approval to purchase the used generator from Western Electric Group, LLC for the total amount of \$4,890.00.

Trustee Elliott stated he is pleased to hear that the transfer switch was already installed on the building, because transfer switches can be costly. He inquired if staff is going to exercise the generator on a monthly basis to make sure it functions appropriately as needed.

Mr. Combs responded field staff currently performs monthly duties on all of the District's facilities including motors, equipment, generators, tanks, valves, vaults and etc. He would add the new generator to the monthly list for testing.

Treasurer Ortiz thanked Mr. Combs and staff for their efforts researching for generators and saving the District a considerable amount of money.

Secretary Barstow inquired of the additional work to install the generator would come within budget of \$15,000.00.

Mr. Combs responded yes, with the purchase of the generator and additional work for installation, it will come close to the budgeted amount of \$15,000.00. He is unsure of how much engineering costs will be and there is a potential that the District will have to install a sound proof wall due to the residents located on the north side of the building.

Trustee Elliott made a motion to approve staffs request to purchase a used generator from Western Electric Group, LLC for the total amount of \$4,890.00. Vice Chair Severt seconded the motion.

During discussion Mr. Price stated the generator is a necessity and wanted to remind the Board that the generator will not work if there was a loss of gas distribution in the event of a natural disaster. Additional discussion ensued regarding other emergency backup resources.

After discussion the motion carried unanimously.

There were no public comments.

Item# 14. Discussion and action to approve Terra Firma proposal to resurface the inside of the wading pool prior to the 2018 pool season.

Mr. Combs reported when the District took over the parks and pool from Washoe County, it was previously identified that there was some bubbling and cracking on the inside of the wading pool. Staff has been able to manage the bubbling and cracking in order to keep the pool open during the past several pool seasons. He stated this past pool season was bit more challenging with pieces of the bottom of the pool breaking away. He stated staff has researched prior years to have the pools resurfaced and a majority of the pool contractors are located in Sacramento, Ca. Staff was able to locate a local pool contractor, Terra Firma that is able to perform the resurfacing of the wading pool prior to the 2018 pool season. Terra Firma provided a proposal of \$4,620.00 for the resurfacing and requested approval to proceed.

Additional discussion ensued regarding pool cleaning and preparation.

Trustee Elliott made a motion to approve Terra Firma proposal of \$4,620.00 to resurface the wading pool prior to the 2018 pool season. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Discussion and action to approve the Sun Valley General Improvement District Board of Trustee 2018 meeting schedule.

Mr. Price provided copy of the proposed 2018 Sun Valley General Improvement District Board of Trustee meeting schedule. The proposed scheduled continues with the second and fourth Thursday of each month with the exception of November and December only meeting on the second Thursday due to holidays.

Treasurer Ortiz made a motion to approve the 2018 Sun Valley General Improvement District Board of Trustee meeting schedule as submitted. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Discussion and motion to approve Washoe County Registrar of Voters using the District's Board Room and Neighborhood Center as voting locations for the Primary Elections June 12, 2018 and the General Elections November 6, 2018 at no charge.

Mr. Price reported the District has partnered with Washoe County Registrar of Voters for each election. Washoe County Registrar of Voters is requesting once again the use of the District Board Room and the Sun Valley Neighborhood Center for both the Primary and General Election for 2018 at no charge.

Vice Chair Severt made a motion to approve Washoe County Registrar of Voters request to use the District Board Room and the Sun Valley Neighborhood Center at no charge for both the 2018 Primary and General Election. Treasurer Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 17. Legal report by Nancyann Leeder.

None

Item# 18. Field report by Jon Combs.

Mr. Combs reported on the following items;

- Ladera Ranch developers have begun installing the sewer main from Chocolate and 6th Ave and working up the hill to the project site. He has reviewed the plan submittal for Phase II and provided Summit Engineering his review letter stating corrections needed for Ladera Ranch Phase II. He will begin review plan submittal for Phase III next week.
- Washoe County School District is continuing to work on the grading process for the new middle school. Washoe County Health Department is in receipt of the plans for the connection to the District's water and sewer system.

Item# 19. Office report by Erin Dowling.

Ms. Dowling reported on the following items;

- The District office will be closed Monday, January 15th in observance of Martin Luther King Junior.
- She reported as of December, the District has over two thousand online users.

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

Darrin Price reported on the following items;

- Washoe County Planning Commission recently considered and approved reverting the Sun Valley Area Plan back to the prior Area Plan. The amendment allows for single family residential, including mobile homes, to once again be considered within the Sun Valley Downtown Character Management Area as identified on the Sun Valley Character Management Plan map. He stated the change was considered based on the number of complaints by Sun Valley residents who own property adjacent to Sun Valley Boulevard. He stated his concern regarding the Area Plan change is the potential increase of blight. The original intent of the Area Plan change

several years ago was to create a better image for Sun Valley along the boulevard. He stated the final decision to amend the Sun Valley Area Plan still needs to be considered and discussed by the Washoe County Commissioners.

Item# 21. Public Comments.

Mr. Rider commented the Sun Valley Cal Ripken Baseball League is scheduled to hold its first board meeting this weekend in preparation for the upcoming 2018 baseball season. He also suggested the District utilizing FlashVote as a way to promote Sun Valley recreation programs and to assist with registrations.

Item# 22. Board Comments.

Trustee Elliott reported during the Washoe County Commission meeting they voted on officers; Commissioner Berkgigler was voted once again as Chairperson and Commissioner Jung as Vice Chair.

Treasurer Ortiz reported she attended the Sun Valley middle school groundbreaking ceremony; she was pleased with the ceremony and was able to get some of her questions answered.

Vice Chair Severt reported the fate of the new high school is coming to fruition, it will most likely be located at the Wild Creek Golf Course. She was contacted by Mr. Greg Smith, Senator Debbie Smith's husband, and the family is going to launch a petition to have the new high school named after Debbie Smith. Vice Chair Severt is in favor of naming the high school after Debbie Smith. Ms. Smith was a huge advocate for education and represented various districts in Sparks and surrounding communities.

Item# 23. Future Agenda Items.

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

- Renewal of Nancy Eklof Public Relations Service Agreement
- Discussion regarding park donation policy

Vice Chair Severt stated staff does a great job getting information on the District's website and Facebook page. She would like for Trustees and staff to share event photos with Ms. Merritt to post on the District's website and Facebook page to help promote District events and other District related business.

Item# 24. Adjournment.

Trustee Elliott made a motion to adjourn at 7:12 pm. Vice Chair Severt seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on January 25, 2017.

Minutes Prepared by:
Jennifer Merritt, Administrative Assistant