



**Sun Valley General Improvement District
Board Meeting Minutes of
February 07, 2024**

Board Members Present:

Susan Severt	Chairperson
Michael Rider	Vice Chair
Joseph Barstow	Secretary
Mark Neumann	Treasurer
Carmen Ortiz	Trustee

Board Members Not Present:

Staff Present:

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Elizabeth Thrall	SVGID, Senior Accountant
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Mark Dunn	Audience
Mike Revty	Audience
Darcy Phillips	Keep Truckee Meadows Beautiful
Kaden Barmore	Keep Truckee Meadows Beautiful
Marina McCreary	Keep Truckee Meadows Beautiful
Kelly Glenn	Roo Co.
Nick O'Conner	Shaw Engineering
Steve Brigman	Shaw Engineering
Jimmy Obregon	Sun Valley Cal Ripken
Eddy Quaglieri	Truckee Meadows Water Authority

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Severt at 5:30 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 Severt, Vice Chair Rider, Secretary Barstow, and Treasurer Neumann, and Trustee Ortiz. A quorum was present.

Item# 2. Pledge of Allegiance.
Led by Secretary Barstow

Item# 3. Public comments for items not on the agenda.
Mr. Obregon with Sun Valley Cal Ripken thanked the District for the various park improvements at Gepford Park. Sun Valley Cal Ripken will be hosting the state tournament this year. He is preparing a project list for additional park improvements that can potentially be done by Job Corp.

Mr. Dunn expressed is dissatisfaction of the District for enforcing multi-unit fees for his recreational vehicle being hooked up to water and sewer for a family member to use as housing.

Mr. Neumann commented the Washoe County Manager, Mr. Brown, complimented the Sun Valley General Improvement District on how it operates its business.

Item# 4. Motion to approve the agenda.
Chairperson Severt requested amendment to the agenda with removing agenda item #19.

Vice Chair Rider made a motion to approve the amended agenda with removing agenda item #19. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 5. Certify posting of the agenda.
Ms. Merritt certified posting of the agenda.

Item# 6. Trustee/Manager's announcements, request for information, and statements relating to items not on the agenda. (No discussion among Trustees will take place on this item)

Mr. Melton announced the District office will be closed February 19, 2024 in observance of Presidents Day. The Sun Valley Citizen Advisory Board meeting is scheduled for March 02, 2024 starting at 10 am at Hobeys Casino. 2024 Candidate Filing is March 4, 2024 thru March 15, 2024 at the Washoe County Registrar of Voters Office. Nevada Rural Water Association Conference is March 5, 2024 thru March 7, 2024 at the Sparks Nugget Convention Center. Lastly, the Truckee Meadows Water Reclamation Tour is scheduled for March 25, 2024 at 10 am.

Item# 7. Discussion and action to approve payables for January 25, 2024.
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for January 25, 2024.

Treasurer Neumann made a motion to approve the account payables for January 25, 2024 in the total amount of \$266,851.81. Vice Chair Rider seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve payables for February 07, 2024.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for February 07, 2024.

Treasurer Neumann made a motion to approve the account payables for February 07, 2024 in the total amount of \$98,147.33. Vice Chair Rider seconded the motion. After discussion the motion carried unanimously.

Item# 9. Discussion and action to approve board meeting minutes for January 11, 2024.

Vice Chair Rider made a motion to approve the board meeting minutes for January 11, 2024 as submitted. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Presentation by Keep Truckee Meadows Beautiful regarding cleanup efforts and future cleanup events; with possible action to approve partnership with Keep Truckee Meadows Beautiful 2024 Great Community Cleanup including approval of donation from District Garbage Fund.

Ms. McCreary with Keep Truckee Meadows Beautiful (KTMB) provide an introduction of KTMB new Executive Director, Darcy Phillips and Program Director, Kaden Barmore. Ms. McCreary gave summary of the cleanup events located at the Sun Valley Community Park, Sun Valley Regional Park, Sun Valley Elementary School, and near Dandini; majority of these cleanups were performed by Truckee Meadows Community College. There were a total of 6 cleanup events scheduled in 2023, with a total of 183 volunteers equating to a total of 30 volunteer hours. Of those cleanups a total of 1,260 pounds of trash removed. During the 2023 Great Community Cleanup, there were 3 sites identified in the North Valley's Golden Valley Estates Rd., Sun Valley Chimney Rd. and Red Hill adjacent to Chocolate Dr. These 3 sites had 96 volunteers equating to a total of 384 volunteer hours. A total of 48,500 pounds of trash and 71 tires were removed. She reported this year's annual Great Community Cleanup is scheduled for Saturday, April 27, 2024 from 8 am until noon.

Ms. McCreary reported Keep Truckee Meadows Beautiful is incredibly grateful for the continued generosity and support from all their sponsors. She thanked the District for their ongoing support and involvement with providing staff and equipment each year. With the District's help, Keep Truckee Meadows Beautiful advances its mission of creating a more sustainable and beautiful region for future generations. In part of the District's support, Keep Truckee Meadows Beautiful coordinates the Illegal Dumping Task force, a collaborative of local agencies that focus on illegal dumping and prevention.

Mr. Melton reported the District has partnered with Keep Truckee Meadows Beautiful since 2008. Each year the District has provided staff and equipment to assist with the Great Community Cleanup in addition to donating \$5,000 from the District's Garbage Fund to help with event expenses. Staff is recommending approval of \$5,000 donation that has been approved in the District's 2023/2024 budget.

Treasurer Neumann inquired if KTMB has been contacted by Washoe County Commissioner Garcia regarding a cleanup day for Sun Valley residents.

Ms. McCreary responded KTMB has been communicating with Washoe County regarding a Sun Valley cleanup day. It is still in the planning stage; KTMB will be happy to participate with the event.

The Board of Trustees expressed their gratitude to Keep Truckee Meadows Beautiful for their continued efforts battling illegal dumping and finding solutions to help educate to the community.

After discussion Treasurer Neumann made a motion to approve Sun Valley General Improvement District donation of \$5,000.00 from the District's Garbage Fund to be used towards the 2024 Keep Truckee Meadows Beautiful Great Community Cleanup. Trustee Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Discussion and action to approve Shaw Engineering Amended Service Agreement for the total amount of \$239,700.00 for 5 Ridges Offsite Water Infrastructure improvements regarding Project 4 Main Pump Station.

Mr. Melton provided Shaw Engineering's revised agreement for professional services pertaining to the 5 Ridges Development offsite improvement of District's Main Pump Station. He reported during the original design phase, it became apparent that improvements to the District's existing Main Pump Station are more extensive, complicated, and costly than anticipated. Subsequently, the District, Shaw Engineering and 5 Ridges Development has met on various occasions and all agree that construction of a new pump station would better serve the District customers, as well as, future customers of 5 Ridges Development. The amended design agreement is for an additional amount of \$239,700.00 that is recommend to be a cost share between the District and 5 Ridges Development. The District would be responsible for \$151,500.00, and 5 Ridges Development responsible for \$88,200.00. He reported District's portion would be paid from the 2023/2024 approved budget for capital improvement projects.

Vice Chair Rider inquired what kind of pumps will be considered for this project.

Mr. Melton responded the pumps will be vertical turbine can-pumps.

Treasurer Neumann inquired if the District's is going to construct a new pump station, will the existing pumps station be demoed of or kept as a backup.

Mr. Melton responded the existing pump station building will remain; all of the pumps and plumbing will be removed. When Shaw Engineering started exploring the existing pump station for the design of the pump station rehabilitation project, it was discovered a portion of the pump station was constructed in 1965 with an expansion being constructed in the 1980's. After further investigation it has been determined, the District is going to run into various code issues and electrical issues. He reported there are two main water feeds at the pump station, a 10" and 16" main. The District has to keep at least one feed operational at all times during the construction. The pump station rehabilitation would be constructed over a 2-to-3-year period in order to make sure the District can continue to provide water year-round with no interruptions. This would not be a guarantee, once construction begins additional findings could be discovered. By constructing an entire new pumpstation in a new

location it will be more efficient in the means of construction time, product delivery, and financially.

Audience member Mr. Revty inquired if Shaw Engineering has looked into variable speed pumps for energy savings.

Mr. Melton responded each pump will have a variable frequency drive to assist with energy savings.

Mr. Brigman with Shaw Engineering commented the District's existing main pump station is old and becoming a maintenance problem. With all of the improvements that are required to rehabilitate the existing pump station, it would come with additional risks. As Mr. Melton had reported earlier, the existing pump station was construction in the 60's and 80's; the District would have a lot of structural and electrical improvements in order to bring it to today's code requirements. This would increase the cost of construction, prolonging the construction, and potential vulnerabilities with delivery of water. The recommended new pump station would be a new modernized secured building with multiple highly efficient vertical pumps.

Treasurer Neumann made a motion to approve Shaw Engineering's Amended Service Agreement for 5 Ridges Offsite Water Infrastructure improvements regarding Project 4 Main Pump Station in the total amount of \$239,700.00 that will be cost shared between the District and 5 Ridges Development as presented by staff. Chairperson Severt seconded the motion. The motion carried unanimously.

Item# 12. Discussion and action to approve the designation of auditing firm as the Sun Valley General Improvement District auditor for the fiscal year ending June 30, 2024.

Ms. Thrall reported staff is seeking a local auditing firm with government and like-minded business experience. Staff interviewed two local auditing firms that are familiar with general improvement district Nevada Revised Statutes. She provided two proposals for review and consideration. The proposals are from Silva, Sceirine & Associates, LLC and District's current auditor CliftonLarsonAllen, LLP, both providing professional auditing services. She reported staff is requesting approval of Silva, Sceirine & Associates, LLC as the District's auditor for a three-year contract beginning the fiscal year ending June 30, 2024. Silva, Sceirine & Associates, LLC, as provided in their proposal, has local government and other general improvement district experience, they also provided client references. Silva, Sceirine & Associates, LLC's proposal includes a not to exceed amount for a three-year contract of \$29,800.00 for June 30, 2024; \$31,000.00 for 2025; and \$32,200.00 for 2026. This would be a cost savings of \$10,200.00 from the CliftonLarsonAllen, LLP proposal of \$40,000.00 for fiscal year 2024. Ms. Thrall reported staff's recommendation is not because of the cost savings, staff's recommendation was because staff was impressed with Silva, Sceirine & Associates, LLC firm and what they have to offer. During the interview they conducted themselves with professionalism and were extremely knowledgeable of the District's financial needs.

Mr. Melton concurred with Ms. Thrall the recommendation to approve Silva, Sceirine & Associates, LLC is not based on service fees, however the District does appreciate the savings. Staff was seeking a local firm that could provide auditing services for like-minded business, in efforts to provide a more hand-on approach. He reported the District is

appreciative of the many years CliftonLarsonAllen, LLP provided services as the District's auditor.

Chairperson Severt commented she understands the difficulties interviewing auditors ensuring they know how general improvement districts are operated and how financials are reported.

After additional discussion Vice Chair Rider made a motion to approve Silva, Sceirine & Associates, LLC proposal of a not to exceed amount for a three-year contract of \$29,800.00 for June 30, 2024; \$31,000.00 for 2025; and \$32,200.00 for 2026; including appointment as the District's auditor for fiscal year 2024, 2025, and 2026. Trustee Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Presentation by staff regarding District's wastewater rates and consideration to modify current wastewater billing structure to a flat rate billing structure for residential customers only; with direction to staff.

Mr. Melton reported staff is seeking Board discussion and consideration to change residential sewer billing from; Base and Consumption Rate, to a Flat Rate. Staff believes this will be beneficial to accurately budget rising costs passed through from Truckee Meadows Water Reclamation Facility (TMWRF), as well as, provide efficiencies throughout, especially with staff time and resources to conduct Winter Evaluations. Flat rate billing structure for residential only is not uncommon, other agencies such as City of Reno, City of Sparks, and Washoe County all have flat rate billing structure for sewer. With the proposed change, the District will still be able to provide the best value for sewer collection within the Truckee Meadows, while decreasing on staff time and associated costs. Staff is seeking direction to have the new Flat Rate billing structure adopted in a future tariff hearing. Mr. Melton provided several examples for review and consideration how various flat rates will assist the District's budget revenue vs. expenses and taking into consideration the annual increases the District is receiving from TMWRF. The District has been seeing an average of a 6% increase from TMWRF the past several years and is expected to see significant expenses with their upcoming rehabilitation project in the near future. The District currently has a total of 6,098 service connections, an average flat rate would equate to \$41.68 based on current District sewer rates. Other agencies monthly sewer flat rate are, Washoe County \$56.05, City of Sparks \$41.98, and City of Reno \$57.05. These agencies are also conducting a rate studies of their own to plan for the upcoming TMWRF rehabilitation capital improvement project. He reported staff is proposing adoption of a sewer monthly flat rate of \$44.00 per residential unit. The flat rate will provide the District time to evaluate the new revenue structure for a couple of years without having to increase the rate while the District performs its own rate study.

Ms. Dowling reported by adopting a flat rate, this will eliminate the District's Winter Evaluation Period. A lot of customers don't understand the Winter Evaluation Period and how time consuming it is to conduct. She gave a brief overview what is all involved with the District's Winter Evaluation Period. The process time varies year-to-year, it is all dependent on the number of leaks that are reported each year by the customer. Last year's Winter Evaluation Period consisted of approximately 147 hours of office staff time performing the actual evaluation, including time spent with customers explaining the process. District field

staff performed 159 leak checks this is approximately 119 hours; an average of 45 minutes per leak check.

Vice Chair Rider commented the District unfortunately will have to raise rates eventually, as part of doing business. He took a tour of the TMWRF and saw the condition of the current treatment plant and what is being proposed for the rehabilitation capital improvement project. He commented he appreciates the District and staffs time for its currently billing structure trying to charge customers based on their consumption. The community has grown so much over the past several years and continues to grow, he doesn't think the current billing structure is sustainable and sees the benefit of adopting a flat rate billing structure. He hopes the District could settle on a medium range for a flat rate based on the residential average. He knows that some single-family customers might notice the increase more than multi-family customers, or even customers that have livestock. There is not a true way to really customize the sewer billing, but he agrees an average is the best-case scenario. He also commented he has been assisting a family member who currently has a leak, and concurred with the amount of staff time that is involved with the leak detection process and the winter re-evaluation process; it is extremely time consuming.

Treasurer Neumann commented on his average sewer bill for his household. A customer will still be able to determine on their own if they have a leak by reviewing their monthly bill; they should automatically question a leak if they notice an increase in their water consumption. He inquired if the District would still perform leak checks if it migrates to a flat rate billing process. He also inquired if the District is requesting to increase the sewer rate by 6% annually as a pass through from TMWRF.

Ms. Dowling responded regardless of the Winter Evaluation Period, customers can call the District and request a leak check at the meter anytime throughout the year.

Mr. Melton responded the 6% represents what the District is budgeting each year to cover the cost of TMWRF expenses at the treatment plant. The Board would have to approve a multi-year rate increase; staff is presenting information for consideration to proceeding with establishing a flat rate billing structure for sewer services. Should to Board direct staff to proceed with creating a flat rate for sewer, the new billing structure has to be adopted by the Board during a tariff hearing. Staff would like to recommend a flat rate that will provide a minimal buffer to see how the new rate structure will work for budgeting purposes and give staff time to perform a rate study to see what potential rate increases should be in the future. All rates are reviewed and approved by the Board; the Board has the authority to defer rate increases as needed.

Trustee Ortiz commented she is not in favor of a sewer flat rate. She does not know if a flat rate is fair to all the customers. Her household is small and does not consume a lot of water; she doesn't want hers, or any other small households, sewer to be any more than their water consumption. She commented it is not fair for a single-family household to pay the same amount of a large-family household.

Audience member Mr. Dunn commented he is not in favor of a sewer flat rate and concurs with Trustee Ortiz's comments. He also commented on Washoe County employees' insane wages.

Ms. Shipman commented for clarification, staff is seeking direction from the Board to present a sewer flat rate for consideration during a publicly noticed tariff hearing. The Board at that time will decide to keep the District's current billing structure and/or adopt the new proposed flat rate structure.

After further discussion Treasurer Neumann made a motion to have staff present a residential sewer flat rate for consideration during the District's next tariff hearing. Vice Chair Rider seconded the motion. The motion carried unanimously.

Item# 14. Discussion and action to schedule a Tariff Hearing May 9, 2024 to consider pass-through increases for water and wastewater rates.

Mr. Melton reported staff is requesting to schedule a tariff hearing May 9, 2024. The tariff hearing is to consider amending Rules 1, 13, 20, and 28 to include language regarding illegal (RV) hook-ups. Amend Rule 21 to consider approval of Truckee Meadows Water Authority (TMWA) proposed 5-year rate increase. The proposed rate increase consist of 4.5% with implementation of May 2024, 4% May 2025, 3.5% May 2026, and 2027 and 2028 based on CPI with a ceiling not to exceed 4.5%. Amend Rule 22 to consider approval of a sewer flat rate for single-family residential customers, increase flat rate for multiple-unit complex services, and increase to base rate and consumption for commercial and industrial services.

Treasurer Neumann made a motion to schedule a District Tariff Hearing for May 9, 2024 as presented by staff. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Continued discussion regarding District's uncommitted water rights status; with possible consideration to authorize and agreement to bulk sell 159.99 AF to Truckee Meadows Water Authority for a total amount of \$1,119,930.00.

Mr. Melton reported overtime the District acquired its own additional water rights to be held as reserves for future use; either for District projects and/or to be deeded to Truckee Meadows Water Authority (TMWA) to satisfy the Contract for Delivery of Water. The District currently has 15 water right permits in various amounts totaling 222.57 AF of "uncommitted" water rights being held for reserves. The District is in good standing with the Nevada Division of Water Resources with all of its permits. He stated both the District and TMWA staff has determined that the District does not need that much in reserves. Staff is requesting approval to sell a bulk of its uncommitted water rights, 159.99 AF to TMWA as a onetime purchase price of \$7,000.00 per AF for a total amount of \$1,119,930.00. The District will keep the remaining balance of 62.58 AF as reserves to be used towards any District improvements or expansions. If approved, staff is requesting authorize District Chair to execute the Water Right Purchase Agreement.

Chair Severt commented she has spoken with Mr. Melton regarding District's water rights to get assurance that the District is not giving up too much of one of its valuable assets. She wanted to confirm that the District is not jeopardizing selling any of its committed water rights and that staff is only looking at "uncommitted" water rights. She also inquired if the proceeds from the Water Right Purchase Agreement would go towards the District's capital improvement projects.

Mr. Melton responded the District's "uncommitted" water rights are not committed to any existing or future development. The District requires all new development, and in some cases tenant improvements, to dedicate water rights for their projects. Several years ago, District staff streamlined the dedication process; all dedications go through TMWA. The District performs the water right calculations and has it reviewed by TMWA. District staff notifies the developer of the water demand; the developer then can dedicate their own water rights or purchase water rights from TMWA to be added to the District's wholesale service territory. Once the dedication has been made and all of TMWA's fees have been paid, TMWA staff provides the District with a copy of receipt and a Wholesale Will Serve Letter. The District then provides the developer with its own Will Serve Letter to serve the subject property within the District's identified service area. With this new process it has been determined there is not a need to have that many water rights held for reserves. The District would still like to keep a portion of the uncommitted water rights to satisfy the District's Wholesale Water Service Agreement or to be used for District projects if needed. He also reported his recommendation is to have the proceeds from the Water Right Purchase Agreement to be set aside for the District's portion of the new pump station construction.

Treasurer Neumann inquired how many water rights would be needed for a future soccer field. He also inquired if TMWA is going to have enough water rights to supply water for future growth, especially if the Lands Bill is approved releasing public lands for development.

Mr. Melton responded a soccer field would require approximately 7 AF of water rights if developed.

Vice Chair Rider sees the benefit of selling a portion of the District's uncommitted water rights. It appears to be a win-win situation for the District and TMWA.

Mr. Quaglieri, Water Rights Manager for TMWA responded any public lands that are released from the Lands Bill would have to be annexed into TMWA's service territory. TMWA planning staff would be better to answer whether or not there will be enough resources to supply such future development. TMWA requires all development to provide their own water rights for their development. TMWA has approximately 3,000 AF of water rights (TMWA RULE 7) available for purchase for developers who don't want to go out on the open market to acquire water rights; the developer can purchase water rights from TMWA. Their water rights are only intended for smaller projects. All projects that has a water demand of 100 AF or greater, the developer is required to provide their own acquired water rights and dedicate them to TMWA for their large projects. Mr. Quaglieri reported there is approximately 35,000 AF currently being used in agricultural form via Truckee River Rights within the Truckee Meadows. The owners of those rights can put them on the open market for sell to be used for future development if they no longer need the water for agricultural purposes. TMWA continues to plan for the future, its planning horizon goes out fifty years plus in order to meet the needs of regional growth. Mr. Quaglieri reported the proposed Water Right Purchase Agreement is a great opportunity to keep the subject water rights within the Truckee Meadows Community.

Vice Chair Rider made a motion to approve the Water Right Purchase Agreement between the District and TMWA for the bulk sell of District's uncommitted water rights of 159.99 AF for a total amount of \$1,199,930.00 with authorization of the District's Chair to sign the purchase agreement. Chairperson Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Review and action to approve 2024 spring newsletter article ideas.

Ms. Glenn with Roo Co. provided a list of suggested articles for the upcoming 2024 spring newsletter. Article suggestions include: promotion of the Dive Into Summer event, Opening of Pool and operation schedule, job announcement for aquatic staff, partnership with Keep Truckee Meadows Beautiful and the Great Annual Community Cleanup, announcement of voluntary watering days, Tariff hearing, Voting information, Illegal hookups, and all the important dates.

Treasurer Neumann requested including the announcement of free senior swim hour at the pool.

Ms. Dowling responded staff is not opposed of continuing with offering a free swim hour for seniors however, staff does not want to promote the program because it is all dependent on aquatic staffing. She also reported the final draft will be provided for review and approval at the March meeting with scheduled distribution for April billing cycles.

Vice Chair Rider made a motion to approve the proposed 2024 spring newsletter article ideas as presented. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 17. Discussion and consideration to schedule an E-Waste Recycling Event Spring 2024.

Mr. Baeckel reported the District has partnered with Lifecycle Solutions the last several years offering E-Waste Recycling throughout the month of April. By offering the event for the month of April it allows customers to recycle any day that works with their personal/work schedule. The event is to assist the community and reduce illegal dumping in Sun Valley and the surrounding open spaces. He reported Lifecycle Solutions will continue to accept all household electronics, with the exception of heavy metal appliances. The cost to recycle a televisions is \$40.00 per unit and the cost to recycle a CRT Monitor is \$25.00 per unit. In past events District customers were allowed one television and one monitor or a combination of two monitors or televisions for free; the District covered this expense. Last year a total of 103 televisions were recycled and a total of 6 monitors were recycled. This was a total expense to the District of \$4,270.00.

Mr. Baeckel reported staff is requesting approval to offer another E-Waste Recycling event with the partnership of Lifecycle Solutions for the month of April. It is staff's recommendation to offer any combination of two monitors or televisions for free and any additional units would be at the customer's expense. This event has been budgeted in the District's 2023/2024 approved budget paid from the Garbage Fund.

Treasurer Neumann commented during the February Sun Valley Citizen Advisory Board meeting Washoe County Commissioner Garcia was hoping to have a designated Sun Valley Cleanup and Recycling Day. This event would consist of a site with multiple dumpsters for residents to drop off trash, debris, and electronics. He inquired if the District is participating in this event.

Chairperson Severt responded participation would have to be brought to the board for approval.

Mr. Melton responded staff participated in a community meeting regarding Commissioner Garcia's request for a Sun Valley Cleanup Day. It was expressed during the meeting that Keep Truckee Meadows Beautiful (KTMB) already hosts a similar event. One of the emphasis was volunteer burnout holding two cleanup days so close together. The District is committed to the KTMB Great Community Cleanup and the District's E-Waste Recycling. He reported the board has authorized management to donate dumpsters for similar events. The District can assist with Commissioner Garcia's cleanup day by the donation of dumpsters. He would defer to KTMB to assist with coordinating with recruiting volunteers for Commissioner Garcia's event.

Ms. McCreary with KTMB commented electronic waste is unique, it is not eligible to be disposed of in dumpsters that end up in the landfill. Electronic waste is considered hazardous waste and must be properly disposed of with proper agencies that know how to recycle the material properly. She appreciates the District offering an electronic recycling event and the District covering majority of the expense for the disposal/recycle of televisions. She agrees she would like to continue educating the public where they recycle electronics year-round, instead of holding onto the devices for a potential cleanup event. She commented by providing a dumpster within the community, it is going to create a lot of volunteer enforcement to make sure other trash/debris doesn't get deposited into the recycling dumpster.

Vice Chair Rider commented he has seen an improvement in the illegal dumping within the community by the District offering the e-waste recycling event; he believes by the District covering most of the expenses is what makes the event successful including the decrease in illegal dumping.

Chairperson Severt commented she likes the idea of educating the community how to properly dispose of their electronics and other items. She has participated in the past with one day recycling and cleanup days; they are extremely labor intensive with a lot of enforcement. In a lot of cases, community members missed the recycling/cleanup day and they still leave items at the event site creating additional work and liability.

Public member Mr. Revty commented he likes to help out the community members who don't have a form of transportation. He inquired if he would be eligible to recycle more the two televisions/monitors without having to pay for the additional units.

Ms. Dowling responded each customer must obtain their own voucher; she believes that once you have all the vouchers that Lifecycle Solutions would honor the vouchers.

After additional discussion Treasurer Neumann made a motion approve staffs request to partner with Lifecycle Solutions for an E-Waste Recycling Event the month of April as presented by staff. Secretary Barstow seconded the motion. The motion carried unanimously.

Item# 18. Presentation by staff proposed 2024 recreation schedule and events, including contracted leagues and programs.

Ms. Dowling gave a brief overview of the District's 2024 proposed recreation season; staff is still in its planning stage with many events still pending based on other agencies schedules. The District has reached out to Community Service Agency regarding the annual Easter Egg Hunt, this is pending. The District will be partnering and participating with the April 27, 2024 Keep Truckee Meadows Beautiful Great Community Cleanup. The District will once again partner with Lifecycle Solutions to offer a month-long E-Waste Recycling event for the month of April. The Robert and Norma Fink Sun Valley Pool is scheduled to open Friday, June 14, 2024, this would also be the same day for the District's Dive Into Summer event. The Dive Into Summer event would consist of a free barbeque; free hot dogs, chips, beverage while promoting the District's recreation program. Staff would like to invite all of its park partners to provide a small activity or table to promote their programs. The event would be held from 5:30 pm to 8:00 pm with an actual DJ that will play music, make various announcements, and provide some activities for the public. The Pool will be open Tuesday thru Sunday from noon to 5 pm. Staff would like to continue to offer specific senior swim hour and hoping to offer at least one swim lesson this year; all dependent of staffing. As a reminder the Pool season is in conjunction with the Washoe County School District balance calendar, last day of pool operation is scheduled for August 11, 2024. Free swim days have been identified as June 22, 2024 sponsored by the Fink Family and July 4, 2024 sponsored by the District. The end of Summer Pool Party is scheduled for Saturday, August 10, 2024. The District will continue its partnership with Washoe County regarding the Veterans Celebration scheduled for Saturday, November 9, 2024. Staff is awaiting responses from various agencies/organizations regarding other community events such as the annual Medical Clinic and Car Show.

Vice Chair Rider commented there is a new non-profit group that conducted a toy drive for the community and surrounding north valley's last year; he suspects this group will want to do some kind of event at the Neighborhood Center this year.

Ms. Dowling continued the District's ongoing programs at the District's recreation facilities include Washoe County Senior Program, Monday thru Friday, United Reno Tang Soo Do Martial Arts Program, Tuesday, Thursday, Friday, and Saturday. New Revival Church services on Sundays. Community Services Agency Pre-K program, Monday thru Friday. Lastly, the recently approved addition of a Washoe County Library System book kiosk. Ms. Dowling reported the District leases the BMX Track with USA BMX; this program operates January thru December weather permitting. Sun Valley Cal Ripken / Babe Ruth leases both the Sun Valley Community Park and Gepford Park baseball fields March thru June. Nevada Adult Baseball League leases the Sun Valley Community Park baseball field March thru October. Northern Nevada Soccer League leases the Sun Valley Community Park soccer field March thru October. Staff would keep the Board apprised of any upcoming community event confirmations and/or requests.

Public member Mr. Revty suggested asking the Impala Car Club if they are interested in hosting a Trunk-or-Treat event.

Vice Chair Rider made a motion to approve the tentative recreation schedule and events as presented by staff. Secretary Barstow seconded the motion. The motion carried unanimously.

Item# 19. Discussion and consideration to amend the Sun Valley Recreation Fee Schedule; increase Sun Valley Pool admissions – youth/seniors from \$3.50 to \$4.00 and adults from \$4.50 to \$5.00, increase family pass from \$15.00 to \$20.00, discontinue both 5 and 10 swim passes, increase season pass from \$99.00 to \$100.00, and discontinue day-time Party Picnic Reservations from the Sun Valley Recreation Fee Schedule.
Postponed

Item# 20. Discussion and action to approve one District board member and one staff member to attend the 2024 Nevada Recreation and Park Society Conference.

Mr. Melton requested permission to send up to one employee and one board member to the upcoming Nevada Recreation and Parks Society Annual Conference April 15, 2024 thru April 17, 2024 in Lake Tahoe. He gave a break down on conference cost for registration, including potential travel expense for full registration; total cost for one person to attend the conference is \$673.37. Conference registration would be paid from the District's Recreation 2023/2024 approved budget.

After some discussion Vice Chair Rider made a motion to approve up to one employee and one board member to attend the Nevada Recreation and Parks Society Conference April 2024 as presented with a not to exceed amount of \$1,650.00. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 21. Legal report by Maddy Shipman.
None

Item# 22. Field report by Brad Baeckel.

Mr. Baeckel reported on the following:

- The District has been hanging tags at properties with illegal RV hookups notifying customers of the District's new approach how its handling illegal hookups. As a reminder the District started assessing a multi-unit fee as staff comes across each illegal RV hookup followed by reporting the illegal hookup to Washoe County Code Enforcement. It is the responsibility of the customer to contact the District once they have removed the illegal connection. This approach is in effort to save on staff time with fewer site visits and less monitoring. He has had several customers call and asked about the process and have complied by disconnecting. One customer is in the process of applying for a Special Use Permit to be recognized as an Infirm Care. He stated if any of board members receive any questions, to refer customers to him so he can properly handle the situation.

- District's main pump station Pump D motor has been pulled to replace an upper bearing. This was discovered during the inspection when Reed Electric installed Pump E. He stated staff is going to proceed with the repairs to Pump D and bring back for formal approval.
- District staff is performing its service line inventory; this is going smoothly with the District's new mini-vac.
- Lastly, he reported the District recently hired a new service technician to fill a recent vacancy, his name is John Oneal and he is a Grade III. Mr. Oneal has a lot of previous water and wastewater experience.

Item# 23. Office report by Erin Dowling.

Ms. Dowling reported on the following:

- The District is currently in its winter evaluation period. Her staff have been busy with re-evaluations due to customer leaks.

Item# 24. Manager report by Chris Melton.

Mr. Melton reported on the following:

- He reported on the District's ad valorem tax; the District's current ad valorem tax rate is 0.2296 percent, the max amount the District could collect is 0.3065 percent. The District has to notify the State each year what percentage it would like to collect, staff is not recommending an increase this year. Raising the ad valorem tax does raise the property tax rate for District customers. The District is one of the only agencies that is not collecting the maximum amount for ad valorem tax. The District applies its ad valorem tax towards capital improvement projects and/or various items that need to be replaced. He reported the District is in a good position at this time and will evaluate next year if there is a need to increase the ad valorem tax.
- Staff will start working on the 2024/2025 budgets, hoping to bring the tentative budget for review and approval at the District's March board meeting.
- Lastly, on behalf of the District he wished Secretary Barstow a happy birthday.

Item# 25. Public Comments.

None

Item# 26. Board Comments.

Treasurer Neumann commented he attended the Washoe County Sheriff Office Symposium; Sheriff Balam complimented District staff and enjoys partnering with the District. Sheriff Balam complimented how the Sun Valley community is cleaning up and agencies working together. He is hoping to have additional patrol within the community this year.

Secretary Barstow referred to an early discussion regarding setting a flat sewer rate for residential customers; he doesn't think the proposed flat rate should be handled like the District's credit card service fee, the flat rate would be adopted with the intentions of not raising rates if they are not warranted.

Vice Chair Rider thanked District staff for their professionalism, he acknowledged Washoe County Manager's statement during the last Sun Valley Citizen Advisory Board that the Sun Valley General Improvement District is the best ran general improvement district in Nevada.

Chairperson Severt commented the illegal RV hookup is going to be a controversial topic and a lot of follow up with District staff. She recently spoke with a customer who questioned her about the subject. The customer himself didn't have an illegal hookup and she asked him if it was fair that he had to pay for the additional wastewater expenses for someone who is hooked up illegally. She explained to the customer that it is within Washoe County Code that states its illegal for an RV to be connected to water and sewer without a permit. Those that want to be in compliance must receive a Special Use Permit from Washoe County to use an RV as a form of housing within Sun Valley. She also thanked Mr. Melton for giving her a tour of all the new proposed development.

Item# 27. Future Agenda Items.

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

- Approval of the 2024 District spring newsletter
- Presentation by Washoe County Library System
- Review of the Recreation Fee Schedule
- Review and approval of District 2024/2025 tentative budget
- Request to set a maximum for credit/debit card transactions

Item# 28. Adjournment.

Secretary Barstow made a motion to adjourn at 7:23 pm. Trustee Ortiz seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on March 14, 2024.
Minutes Prepared by: Jennifer Merritt, Administrative Assistant