



**Sun Valley General Improvement District
Board Meeting Minutes of
February 13, 2020**

Board Members Present:

Sandra Ainsworth	Chair
Susan Severt	Vice Chair
Carmen Ortiz	Treasurer
Michael Rider	Trustee

Board Members Not Present:

Joseph Barstow	Secretary
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Staff Present:

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

Other Members Present:

Carol Burns	Audience
Glenda Walls	Audience
Christi Cakiroglu	Keep Truckee Meadows Beautiful
Sophie Butler	Keep Truckee Meadows Beautiful
Lindsey Panton	Keep Truckee Meadows Beautiful
Matt Webber	Keep Truckee Meadows Beautiful
Kelly Glenn	Roo Co.
Karen Stark	Washoe County Regional Animal Services

The meeting of the Sun Valley General Improvement District was called to order by Chair 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 and Trustee Rider. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Mr. Rider

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

None

Item# 4. Motion to approve the agenda.

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

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.

Mr. Combs provided the following announcements, the District has lowered the flag to half-staff in honor of City of Reno Mayor Bob Cashell as ordered by the Nevada Governor, Nevada Democratic Party is hosting an Early Caucus Voting at the Sun Valley Neighborhood Center February 15, 2020, the District office will be closed February 17, 2020 in observance of President's Day, Truckee Meadows Water Authority's Second Hearing regarding their proposed rate increase is scheduled for February 19, 2020 and the Western Regional Water Commission board meeting is also scheduled for February 19, 2020.

Item# 7. Discussion and action to approve account payable for February 13, 2020.

Treasurer Ortiz gave a brief report of the accounts payables, customer refunds and payroll checks for February 13, 2020.

Treasurer Ortiz made a motion to approve the accounts payable for February 13, 2020 in the total amount of \$489,123.14. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve board meeting minutes of January 09, 2020.

Treasurer Ortiz made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of January 09, 2020 as submitted. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action to approve board meeting minutes of January 23, 2020.

Treasurer Ortiz made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of January 23, 2020 as submitted. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Request from Washoe County Regional Animal Services for waiver of Park Rental Fee and Deposit to host low cost vaccinations at the Sun Valley Community Park on June 20, 2020 and September 19, 2020.

Mr. Melton reported the District received a request from Washoe County Regional Animal Services to host a vaccination event at the Sun Valley Community Park. The proposal is to host two events, June 20, 2020 and September 19, 2020. Washoe County Regional Animal Services is requesting waiver of the security deposit and rental fees for both events. Staff

recommends approval of Washoe County Regional Animal Services request for the use of the Sun Valley Community Park to host a community low cost vaccination. He stated this event will benefit the community as well as continue its partnership with Washoe County. Last year's low cost vaccination days were very successful.

Karen Stark with Washoe County Regional Animal Services reported prior to offering low cost vaccinations, the Regional Animal Services were treating a large number of dogs with the parvo virus from the Sun Valley area. Since the implementation of the low cost vaccination program, they have seen a significant decrease in the parvo virus around the entire community. This program is beneficial to the community as a whole, especially for those with a low or fixed income. Ms. Stark thanked the board for their consideration for the use of the Sun Valley Community Park for Washoe County Regional Animal Services to host the low cost vaccination program.

Treasurer Ortiz made a motion to approve Washoe County Regional Animal Services request for use of the Sun Valley Community Park on June 20th and September 19th, 2020 with waiving of the security deposit and rental fees. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Update by Keep Truckee Meadows Beautiful regarding cleanup efforts and future cleanup events; with possible action to approve partnership with Keep Truckee Meadows Beautiful Great Annual Cleanup May 2, 2020 including approval of donation from the Sun Valley General Improvement District's Garbage Fund.

Christi Cakiroglu with Keep Truckee Meadows Beautiful introduced other staff members with Keep Truckee Meadows Beautiful; Sophie Butler, Program Manager, Lindsey Panton, Park Program Director and Matt Webber Adopt A Spot Coordinator. Ms. Cakiroglu stated illegal dumping is an ongoing problem, especially within Sun Valley. Last year's Great Community Cleanup site for Sun Valley was located at the Chimney site, same site as previous years. This site is a regular site that is used by a lot of individuals illegally dumping their household waste, yard waste, including contractors and landscapers. She stated part of the Keep Truckee Meadows Beautiful mission is to provide education efforts to residents and businesses to help prevent and encourage reporting illegal dumping. Keep Truckee Meadows Beautiful welcomed a teacher from Desert Skies Middle School during their 2019 Fall Teacher Training workshop; bringing important environmental stewardship education to the Sun Valley classrooms. She also reported Keep Truckee Meadows Beautiful has an Illegal Dumping Task Force that is made up of local agencies that focus on illegal dumping education and prevention efforts. Preventative efforts include promoting how to report illegal dumping by using the 329-DUMP Hotline and how to properly and legally dispose of items through the promotion of the Keep Truckee Meadows Beautiful Recycling Guide.

Mr. Combs reported Sun Valley General Improvement District has partnered with Keep Truckee Meadows Beautiful since 2008. Since 2008 Keep Truckee Meadows Beautiful has removed over 464 tons of trash, 2,146 tires and 146 pounds of hazardous material with the assistance of over 1,300 volunteers in Sun Valley. The District partners with Keep Truckee Meadows Beautiful Great Community Cleanup efforts by donating \$5,000 from the District's Garbage Franchise/Beautification Fund as well as provide staff and equipment.

Trustee Rider inquired what efforts are being used to help with the removal of abandoned vehicles. This particular topic was of high importance from Sun Valley residents during the last Sun Valley Citizen Advisor Board meeting.

Ms. Cakiroglu responded Keep Truckee Meadows Beautiful is actively working with Washoe County Sheriff's Office Abandoned Vehicle Task Force. This particular group focus is addressing the tremendous increase in abandoned vehicles and RV's. Washoe County Sheriff's Office does not have enough funding for their abandoned vehicle removal program, especially with the number of vehicles that are being abandoned. They are working on trying to secure grant funding to support this effort. With the overwhelming number of abandoned vehicles in Washoe County, the tow companies are not making any money and/or enough to cover their own expenses. In addition to funding, State Laws need to be amended to recognize the State of Nevada as a title state. Currently if an individual sells a vehicle, it is not required to change the name on the vehicle title. It is not always the person whose name appears on the title who abandoned the vehicle, but they are the one who is held responsible for the expense for the removal. By becoming a titled state, will require the seller to report to the Department of Motor Vehicle the transfer of title, it has the potential of decreasing the number of vehicles being abandoned.

Vice Chair Severt commented she is an active member with Keep Truckee Meadows Beautiful and has volunteered for multiple events over the years. She stated the District's \$5,000 donation in fact turns into ten to fifteen thousand dollars in services provided to the area for cleanup efforts. The Chimney Dr. location is a popular site for dumping due to the easy access for off-road/open space recreation. The other popular site for dumping was resolved with the construction of the new Middle School.

Additional discussion ensued regarding Adopt A Spot program including a potential organization who would like to adopt Gepford Park and provide ongoing cleanup efforts. Both Treasurer Ortiz and Trustee Rider commented on fraternities and churches that need service projects, adopting a park or location in Sun Valley would be a great opportunity.

Audience member Ms. Burns commented on her dissatisfaction with Nevada Department of Transportation's lack of effort to keep Sun Valley Boulevard free of weeds and debris. She inquired if Keep Truckee Meadows Beautiful would be interested in providing cleanup efforts for the Sun Valley Boulevard.

Ms. Cakiroglu responded the Sun Valley Boulevard can be identified as an Adopt A Sport for an organization to adopt and provide monthly, quarterly, or yearly cleanup efforts.

After further discussion Treasurer Ortiz made a motion to approve donation of \$5,000 from the District's Garbage Fund including providing staff and equipment for the Keep Truckee Meadows Beautiful Great Community Cleanup May 2, 2020. Vice Chair Severt seconded the motion. The motion carried unanimously.

Item# 12. Presentation by Kelly Glenn with Roo Co. regarding proposed articles for upcoming 2020 spring newsletter with possible direction to staff.

Ms. Glenn provided a list of suggested articles for the upcoming 2020 spring newsletter. Articles include: Dive Into Summer/Movie in the Park, Sun Valley Pool schedule, Lifeguard job announcement, promotion of Sun Valley Neighborhood Center programs, Give Away Day event, possible Tariff Hearing announcement, Spring Time watering tips, continuation of Did You Know (information related to the District) and list of important dates. The spring

newsletter is scheduled for distribution April 2020.

Trustee Rider inquired about an article introducing the Board of Trustees.

Ms. Dowling responded the last newsletter included an article on the Board of Trustees and the prior newsletter included the announcement of Trustee Rider's appointment.

Audience member Ms. Cakiroglu requested an article to promote the 329-DUMP to report illegal dumping.

Vice Chair Severt made a motion to approve the suggested newsletter articles as presented including the suggested article regarding promotion of 329-Dump Hotline. Vice Chair Severt seconded the motion. The motion carried unanimously.

Item# 13. Discussion and action to approve Shaw Engineering Agreement regarding modeling for the 5 Ridges Subdivision.

Mr. Melton reported staff is requesting approval of Shaw Engineering's Agreement for professional services pertaining to the 5 Ridges Subdivision for water distribution. He stated this would be the first of five potential water infrastructure improvements for the development. The first phase of improvements will begin with the installation of a 16" Transmission Main, also known as T-Main #1 in the water study, and Klondike Tank Vault improvements. These improvements are necessary to serve the first 232 homes in Phase 1 of the 5 Ridges Subdivision. He also reported the developer is responsible for all of the engineering and construction expenses for phase 1 water infrastructure improvements.

Vice Chair Severt made a motion to approve Shaw Engineering Agreement for professional services pertaining to 5 Ridges Subdivision. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Review of the 2020 Sun Valley General Improvement District Recreation and Event tentative calendar.

Ms. Dowling reported staff met to discuss the upcoming recreation events and proposed the following recreation schedule for 2020: April 11th Easter Egg Hunt in partnership with Community Services Agency and Hope Church of Nazarene, April 18th E-Waste Recycling Event, May 2nd Great Community Cleanup in partnership with Keep Truckee Meadows Beautiful, May 9th Sun Valley Community Give-Away-Day hosted by 1st Century Church, May 16th Sun Valley Community Cleanup Day in partnership with Summit Christian Church and Truckee Meadows Fire Protection District, June 5th Pool Opening, June 20th Low Vaccination Clinic hosted by Washoe County Regional Animal Services, June 26th Dive Into Summer Event, July 18th Car Show hosted by Imagination Car Club, August 8th End of Season Pool Party followed by the last day of pool operations on August 9th, September 19th Low Vaccination Clinic hosted by Washoe County Regional Animal Services, and November 7th Veterans Celebration in partnership with Washoe County Human Services.

Ms. Dowling reported the 2020 Pool Season will be open from June 5th through August 9th; the Pool will be open Tuesday through Sunday with various aquatic activities. She reported staff is securing donations to host Free Swim days throughout the 2020 Pool Season. Aside of the pool, the District's parks and facilities host a variety of ongoing programs and recreational opportunities including baseball, soccer, BMX, Zumba and martial Arts. Staff continues to meet with community agencies and patrons to potentially expand on

recreational opportunities whenever possible and will keep the Board updated as other events or programs that may arise throughout the year.

After some discussion Treasurer Ortiz made a motion to approve the 2020 Recreation and Event scheduled as presented by staff. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Update by Public Works Director, Chris Melton regarding new development progress and potential new development.

Mr. Melton gave a brief progress report regarding development within Sun Valley. He reported Ladera Ranch was originally proposed by SilverStar Community as single family 3 phase development located at the top of West 7th Ave., with a total build out of 356 homes. In 2016 DR Horton purchased phase 1 and to date is currently under construction with 80 active services, with a total build out of 105 homes. The District has been approached by Summit Engineering representing Lansing Company (new developer) for phases 2 and 3 for a total of 294 homes; this is 43 additional homes than originally proposed by SilverStar Community. Shaw Engineering, District's engineer, is currently working on water model and staff is working with TMWA regarding an additional emergency tie-in.

Sun Mesa originally proposed by Sun Mesa LLC, Landmark developer as a single family 4 phase development located at the top of East 5th Ave., with a total build out of 206 homes. Phase 1 and 2 are complete, with a total of 104 homes built with active service. Landstar Sun Mesa LLC developer purchased phases 3 and 4. Plans have been submitted to the District, Washoe County Building, Washoe County Health Department. Washoe County Health Department has also approved the District's Water Project for phase 3 with a total build out of 45 homes. Staff will issue a Will Serve Letter once District Water and Sewer Facility Fees have been paid. Tentatively Phase 4 is proposed for 57 homes and there is no timeline to start construction.

Valle Vista, Landbank Development Co., is proposed as a single family 75 home development. This development is located at the corner of East 4th Ave. and Lupin Dr., next to the LDS church. This is in the early planning stage and there is no timeline to start construction.

5 Ridges, S3 Development Co., is proposed development is multi phased with 1,216 single family homes and multi-family lots. This potential development is located at the bottom of Highland Ranch Blvd (old Granite pit) outside of the District's service boundary and is in the design phase. The District recently approved annexation request for water service at the January 23, 2020 board meeting. Based on the discoveries, the District would only provide water services; other services such as wastewater will be provided by the City of Sparks and parks will be provided by the City of Sparks or HOA. Staff is in discussions with City of Sparks regarding an Interlocal Government Agreement for services.

Highland Village, HR Parkway LLC, is proposed as a single family housing development. This potential development is located on the north east side of Lifestyle Homes. This development is also in the preliminary stage and was recently presented and discussed at the Sun Valley Citizens Advisory Board meeting on January 21, 2020. The recommendation by the Citizen Advisory Board was to keep the property zoning MDS that would allow for 1 home per 1/3 acre, similar to the Lifestyle Homes development. Shaw Engineering, District's engineer, is currently performing a water and sewer discovery for this potential development.

There were no public comments.

Item# 16. Review of revised BMX Lease Agreement with possible action to approve and direct to staff to proceed with advertising for 2020 BMX Track Operator.

Mr. Melton provided an amended draft BMX Lease Agreement for review and consideration. Staff and legal made the appropriate amendments to provide clarification on responsibilities and added protection to the District should the approved Lessee defaults on the agreement.

Mr. Combs reported the biggest amendment is changing the fee to a flat fee to replace the per rider fee. He stated it is staff intensive to compile a running total based on the monthly moto sheets. Staff performed a rider fee analysis to provide a comparison of what the fee would be per the District's approved Fee Schedule vs. the discounted fee per the agreement. Staff recommends moving to a flat rate of \$3,000 per BMX season with a \$1,500 security deposit. The proposed flat rate is based on the total rider counts provided over the past years, this is still a savings to the organization.

Mr. Melton stated the fee can be evaluated annually; USA BMX can provide the District with a rider count report. This report will assist staff with performing user fee evaluations.

The Board thanked staff for the amendments to provide clarification on the terms of the agreement as well as adding additional protections to the District.

Trustee Rider made a motion to approve the amended BMX Lease Agreement as submitted. Treasurer Ortiz seconded the motion. The motion carried unanimously.

The Board of Trustees also directed staff to advertise for a BMX Track Operator for the 2020 BMX Season commencing April 2020 through December 2020.

STANDING ITEM:

Item# 17. Update regarding Battle Born BMX activities and Lease Agreement compliance with possible action and/or direction to staff.

Mr. Melton reported Ms. Daly is in compliance with the Sun Valley General Improvement District per the Lease Agreement.

Trustee Rider commented Battle Born BMX recently announced in a news interview they are pursuing an indoor facility, he assumes they don't want to sign a new agreement with the District.

Chairperson Ainsworth inquired who owns the name Battle Born BMX name.

Vice Chair Severt responded the Battle Born BMX name is registered to Ms. Daly.

Trustee Rider made a motion to continue the standing item on the agenda for BMX updates. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 18. Legal report by Maddy Shipman.

None

Item# 19. Field report by Chris Melton.

Mr. Melton reported on the following items;

- Field staff is working on pruning trees and shrubs at the Sun Valley Community Park.
- There has been an increase in graffiti at the parks, mainly at Gepford Park and the Community Park. Staff has been filing daily graffiti reports with Washoe County Sheriff's Office and has requested for additional patrols through the parks.
- The District has secured funds from 5 Ridges for a free swim day.

Item# 20. Office report by Erin Dowling.

Ms. Dowling reported on the following items;

- The District recently held its renewal for the Garbage Assistance Program. Through the renewal process some customers are dropped because they didn't renew or they no longer qualify for the program. Currently there are 80 customers taking advantage of the program.

Item# 21. Manager report by Jon Combs.

Mr. Combs reported on the following items;

- Staff and Ms. Shipman drafted an Interlocal Agreement for the District to provide water service only for the 5 Ridges Subdivision. The agreement has been forwarded to the City of Sparks for review.
- Staff is working on an emergency inter-tie with Truckee Meadows Water Authority for a second source of water delivery for Ladera Ranch Subdivision. The use of the inter-tie is only in the event the District has to shut down the main water distribution system to the subdivision for repairs; this way customers won't have to go without water.
- He recently had a meeting with Washoe County Assistant Manager, Mr. Solaro regarding Washoe County sharing a portion of the property taxes with the District to be used towards the parks and pool. There is also a request to receive a portion of the marijuana proceeds to also be used towards the parks and pool. Mr. Solaro has added these two items to the County budget for review and hopeful approval.

Item# 22. Public Comments.

None

Item# 23. Board Comments.

Trustee Rider commented once the baseball season starts, there should be a decrease in graffiti at Gepford Park. He also commented he has witnessed a Wood Rogers staff member looking at the District's sewer system; lifting each sewer manhole lid and looking/measuring the pipe near his home and around Quartz Dr. He thanked staff for all of their hard work.

Treasurer Ortiz commented she would like to attend the Nevada Recreation and Parks Society annual conference.

Vice Chair Severt commented graffiti has increased throughout the valley. She has noticed individuals graffitiing vehicles near her work. She reported Washoe County has officially adopted the BMX Track at the Sun Valley Regional Park. Washoe County has installed signage to the park and provided picnic benches and trash cans. She is proud to announce that the BMX Track was constructed by her brother, Jim Severt, all by hand over many years. She also commented she was appointed to the Sun Valley General Improvement

District Board seven years ago; she has learned so much since then.

Item# 24. Future Agenda Items.

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

- Adoption of the Sun Valley General Improvement District Records Retention Policy
- Safety Committee update
- Standing item regarding BMX Track and review of revised BMX Agreement

Treasurer Ortiz requested to approve attending the Nevada Recreation and Parks Society Conference.

Item# 25. Adjournment.

Vice Chair Severt made a motion to adjourn at 7:18pm. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on February 27, 2020.

Minutes Prepared by:

Jennifer Merritt, Administrative Assistant