



**Sun Valley General Improvement District
Board Meeting Minutes of
March 25, 2021**

Board Members Present:

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

Board Members Not Present:

Staff Present:

Jon Combs	SVGID, General Manager
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

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, Secretary Barstow, Treasurer Ortiz and Trustee Rider. A quorum was present.
- Item# 2. Pledge of Allegiance.**
Led by Vice Chair Severt
- Item# 3. Public comments for items not on the agenda.**
None
- Item# 4. Motion to approve the agenda.**
Trustee Rider made a motion to approve the agenda. Secretary Barstow 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 announced the District's flag is half-staff in honor of the Colorado victims. The Joint Truckee Meadows Water Authority and Western Regional Water Commission Legislative Sub-Committee is scheduled to meet March 26, 2021. The District will be assisting Washoe County by promoting Rental Assistance Program; the District will insert flyers with the District monthly billing.

Chairperson Ainsworth announced the passing of District lobbyist Fred Hillerby.

Item# 7. Discussion and action to approve account payables for March 11, 2021.

Treasurer Ortiz gave a brief report of the account payables, customer refunds and payroll for March 11, 2021.

Treasurer Ortiz made a motion to approve the account payables for March 11, 2021 in the total amount of \$90,243.96. Trustee Rider seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve account payables for March 25, 2021.

Treasurer Ortiz gave a brief report of the account payables, customer refunds and payroll for March 25, 2021.

Treasurer Ortiz made a motion to approve the account payables for March 25, 2021 in the total amount of \$142,118.55. Trustee Rider seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action to approve board meeting minutes of February 25, 2021.

Secretary Barstow made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of February 25, 2021 as submitted. Treasurer Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Review and discussion of the Sun Valley General Improvement District tentative budget for Fiscal Year 2021/2022.

Mr. Combs reported the District is required to prepare and submit a tentative budget to the Nevada Department of Taxation on or before April 15, 2021. He stated there will be a standing agenda item regarding the budget on every agenda until the District holds its public hearing on the tentative budget scheduled for May 27, 2021. He gave a brief overview of the District's proposed tentative budget for fiscal year 2021/2022. Mr. Combs stated the water revenue and water purchased reflect a 2.5% increase due to the Truckee Meadows Water Authority rate increase. There is no increase to employee compensation, he was able to carry over last fiscal year compensation budget with still having room to give performance raises if approved by the Board. The District has not received its Health Insurance renewal yet, but he increased it by 10% based on prior year premiums; same with the District's

liability insurance he increased it by 5% pending formal renewal. The District reduced the street repair expense by \$10,000; the District has been utilizing the boring equipment purchased; this has provided a significant savings to the District. There is a minimal increase to hardware/software contracts; the District needs to have a maintenance contract for the District new SCADA System. Mr. Combs reported the District's Water Fund consists of; Revenues \$3,626,922, Expenses \$3,602,106, providing a proposed Net Income for the Water Fund \$24,816.

Mr. Combs reported on the District's Sewer Fund; sewer revenue and expenses increases are very similar to the Water Fund, related to new development, projected insurance increase and other various services. The District's biggest expense for sewer is due to the Truckee Meadows Water Reclamation Facility (sewer treatment plant). Mr. Combs reported the District's Sewer Fund consists of; Revenues \$2,979,700, Expenses \$3,010,304, providing a proposed Net Income (Loss) for the Sewer Fund (\$30,604).

Mr. Combs reported the revenue for the Properties and Garbage Fund is contributed from the Prosser Rentals and Garbage Franchise Fee. The District receives a portion of the fees collected for garbage service that is contracted out to Waste Management. He reported the Properties and Garbage Fund is what is used for beautification projects, such as cleanups and recycling days, junk car removal and the garbage subsidy program. Mr. Combs reported the District's Properties and Garbage Fund consists of; Revenues \$191,800, Expenses \$133,526, providing a proposed Net Income for the Properties and Garbage Fund \$58,274.

Mr. Combs reported last year the District had to close the pool and some programs due to the health pandemic which provided a big savings for parks and pool expenses. He reminded the Board the District performed a lot of improvements/repairs at the Sun Valley Pool last year while it was closed. He proceeded with the District's Recreation Fund, the fund consists of; Revenues \$349,000, Expenses \$409,848, providing a proposed Net Income (Loss) for the Recreation Fund (\$60,848).

Mr. Combs reported the District's Acquisition Fund consists of; Revenues \$824,065, Expenses \$1,240,900 providing a proposed Net Income (Loss) for the Acquisition Fund (\$416,835). Mr. Combs reported the District is projected to receive \$350,000 in Ad Valorem which is a significant increase over prior years; this is due to growth of the community. He also reported on the capital improvement projects for water, sewer and recreation; some of the capital improvement projects are identified in the District's Water and Sewer Master Plan Schedules. There are other capital improvement projects that are identified by staff. Some of these projects include software upgrades, field and office equipment purchase, office remodel, new roof for the main office, new dump truck, studies that might require outside consulting, repair and maintenance of some of the District's tanks, vaults, meters and clean outs as well as some other potential purchases that would be classified as an asset. He stated the District currently has enough reserves built up in its Acquisition Fund to cover these expenses.

Mr. Combs reported 2021/2022 overall report summary for all funds revenues is projected at \$7,971,487, all funds expenses is projected at \$8,396,684 an overall Net Income (Loss) of (\$425,197). He stated the net income loss is due to the capital improvement projects; some projects might get deferred to next fiscal reducing the overall net income loss. He thanked staff for all of their hard work with assembling the District's 2021/2022 tentative budget and requested approval of the draft tentative budget.

Trustee Rider made a motion to approve Sun Valley General Improvement District 2021/2022 tentative budget as presented. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Review and discussion regarding April 08, 2021 Tariff Hearing.

Mr. Combs reported staff is requesting review of the following Rules for possible amendments for clarification and consideration of passthrough increase(s). Staff would like to add clarification to Tariff Rule 20 regarding Services to Separate Premises; Conversion of Joint Metered Premises and Resale of Water. The proposed amendment for consideration is to include additional language under section I.B to include when a grandfathered parcel with multiple premises has to become compliant and separate shared services to individual metered services. Tariff Rule 21 staff would like to include Bulk Single Use of Water (construction water) under Water Rates instead of under Rule 23 Miscellaneous Charges. Staff is also requesting to pass through Truckee Meadows Water Authority's (TMWA) approved wholesale water rate increase. Mr. Combs reported in 2017 TMWA approved a multi-year rate increase; 2017 3% (District passed thru to District customers), 2018 3% (District absorbed rate increase, no pass thru), 2019 2.5% was deferred by TMWA, 2020 2.5% was deferred by TMWA and 2021 2.5%. The rate increases deferred by TMWA have been pushed out to subsequent years 2021, 2022 and 2023. Staff recommends a 2.5% multi-year rate increase, consumption only, for consideration; multi-year rate increase coincides with Truckee Meadows Water Authority approved increase schedule. Management will always present District's current financials to the Board of Trustees to determine if such increase is justified prior to implementing any rate increase.

There were no public comments.

Item# 12. Update regarding current recreation activities and upcoming league use.

Mr. Combs reported staff has been working diligently with all users of the Sun Valley Parks and Neighborhood Center. Currently, staff has approved the following for the use of the Neighborhood Center. Washoe County has cancelled its in person senior activities until such time as it is safe for the seniors to return in a public setting. Washoe County is using the Neighborhood Center as a pickup site for daily meals for seniors. Reno United Tang Soo Do (Martial Arts) is scheduled for Tuesday and Thursday evenings as well as Saturday mornings at the Neighborhood Center. A Health and Safety Protocol has been submitted and approved to help reduce the spread of COVID-19. Boy Scout Troop 585 is scheduled for Tuesday evenings at the Neighborhood Center. A Health and Safety Protocol has been submitted and approved to help reduce the spread of COVID-19. Girl Scout Troop 272 is

scheduled for Thursday evenings at the Neighborhood Center. A Health and Safety Protocol has been submitted and approved to help reduce the spread of COVID-19. Staff is meeting with New Revival Church for use of the Neighborhood Center for Sunday Services. Staff will sign a lease agreement with the church pending all required materials are provided to the District including a Health and Safety Protocol to help reduce the spread of COVID-19.

Mr. Combs reported staff emailed Sun Valley Cal Ripken/Babe Ruth League, Northern Nevada Soccer League and USA BMX advising that they are required to submit to the State of Nevada, Department of Business and Industry, Division of Industrial Relations Preparedness and Safety Plan for their League's operation. Once the State had approved their plans, the District could proceed with field permitting. To date the District is in receipt of the Sun Valley Cal Ripken/Babe Ruth League, Northern Nevada Soccer League and USA BMX approved State of Nevada, Department of Business and Industry, Division of Industrial Relations Preparedness and Safety Plans. All leagues have been permitted to start their seasons.

Ms. Merritt reported the District had all of the partners sign a COVID Acknowledgment form. The acknowledgment puts the ownership of each instructor and league to enforce their approved preparedness plans. If a District employee or Board of Trustee sees a violation, we will inform them of the violation and allow for them to correct it. If the District receives complaints the District will address complaints with the instructor or league to correct and/or take progressive action and temporary suspend permit, depending on the severity of the violation. In addition, if the instructor or league are fined by State or Local authorities, all fines are at the expense of the instructor or league.

There were no public comments.

Item# 13. Review of 2021 Legislative update report provided by Holland & Hart and review of BDR's and/or Bills; with possible direction to staff.

Mr. Combs provided a copy of Holland & Hart's 2021 Legislative Session update report for review. The District is following various bills related to Water Rights, Open Meeting Law, Public Records, Public Work Projects, Ethics, voting and other related items to elected officials. One of the higher priority bills being tracked is ACR4, the potential interim study on general improvement districts. At this time there are no bills that are overly concerning to the District, but staff and District lobbyist will continue to monitor and act accordingly.

Additional discussion ensued on public records bills and general improvement districts.

Trustee Rider made a motion to accept the 2021 Legislative update report provided by Holland & Hart. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Legal report by Maddy Shipman.
None

Item# 15. Manager report by Jon Combs.

Mr. Combs gave a brief report on 5 Ridges Development. 5 Ridges has officially begun construction. The District's water T-Main project for installation from Raphael and Warhol to Klondike Tank is currently underway. The District will be installing an air-gap at Klondike Tank during this time to bring it up to code. Q & D has begun other improvements at the entrance of the development located on east Highland Ranch Parkway. He also reported on the national material shortage and its potential impacts on this project and future District projects.

Item# 16. Public Comments.

Pastor Barstow commented the Sun Valley Food Pantry is tentatively scheduled to re-open in May. The Sun Valley Food Pantry is in partnership of H.O.P.E. Church Nazarene and the New Revival Church.

Item# 17. Board Comments.

Treasurer Ortiz commented she met with Washoe County Manager Mr. Brown and Commissioner Herman regarding the Citizen Advisory Boards within Commissioner Herman's district. Commissioner Herman would like to meet with her constituents to get more connected by hosting informal gatherings to hear the concerns and needs of the north valleys.

Vice Chair Severt commented on upcoming road closure at 7th Avenue and Sun Valley Boulevard. The road closure will begin March 29th thru April 3rd to install sidewalks and repaving of the intersection.

Trustee Rider commented on the upcoming development on Harmony Lane. He noticed surveyors surveying the streets and the District's infrastructure and he didn't know if the District was aware of this work being performed.

Chairperson Ainsworth commented on the recent explosion due to a homemade meth lab on Klondike Dr. The explosion could be felt throughout the north part of the valley and hopes there were no injuries. She encouraged residents to report suspicious activities to Washoe County Sheriff's Office.

Item# 18. Future Agenda Items.

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

- Public request for consideration to purchase and install of security cameras at Highland Ranch Park.
- Tariff Hearing
- Review and approval of the spring newsletter
- Standing Item – 2021/2022 District Budget
- Standing Item – Legislative update
- Update on current/future development
- Possible review of pool mural design concepts

Item# 19. Adjournment.

Secretary Barstow made a motion to adjourn at 7:39 pm. Trustee Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on April 08, 2021
Minutes Prepared by: Jennifer Merritt, Administrative Assistant