



**Sun Valley General Improvement District
Board Meeting Minutes of
March 28, 2019**

Board Members Present:

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

Board Members Not Present:

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:

Mr. & Mrs. Crabtree	Audience
Teresa Daly	Audience
Howard Cooper	Audience
Michael Rider	Audience
Steve Malone	Audience
Glenda Walls	Audience
Nancy Eklof	Nancy Eklof Public Relations

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Ainsworth at 6:00 pm in the Sun Valley District Administrative Building, 5000 Sun Valley Blvd., Sun Valley, NV.

- Item# 1. Roll call and determination of a quorum.**
Board members present; Chairperson Ainsworth, Vice Chair Severt, Secretary Elliott, Treasurer Ortiz and Trustee Barstow. 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.

Treasurer Ortiz made a motion to approve the agenda. Trustee 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.

None

Item# 7. Discussion and action to approve accounts payable and customer refunds for March 28, 2019.

Treasurer Ortiz gave a brief report of the accounts payable for March 28, 2019.

Treasurer Ortiz made a motion to approve the accounts payable for March 28, 2019 in the total amount of \$228,997.52. Vice Chair Severt seconded the motion. After discussion the motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for March 28, 2019.

Treasurer Ortiz made a motion to approve customer refunds for March 28, 2019 in the total amount of \$330.96. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve Board Meeting Minutes of March 14, 2019.

Vice Chair Severt made a motion to approve the Board Meeting Minutes of March 14, 2019 as submitted. Secretary Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Public request by Steve Malone regarding waiver of Sun Valley General Improvement District's monthly Recreation Fee.

Mr. Malone, District customer reported he does not feel that he should be responsible for having to pay the \$3.50 Sun Valley General Improvement District Recreation Fee. He does not use any of the park facilities; he should only have to pay for water and sewer. He stated he pays his property tax and believes that Washoe County continues to reap the benefits from Sun Valley residents, while not providing any benefits back to the community. He was not in favor of the District taking over the parks from Washoe County because the residents now have to pay twice for recreation. His fear is that the District will acquire additional recreation properties and customers will have to pay more for services that not everyone takes advantage of. He stated he will continue to pay only his water and sewer bill and refuses to pay the recreation fee. He also stated that he will consider taking legal action regarding this matter.

Mr. Melton responded the District provides assistance to qualifying customers to help reduce and/or waive the District's monthly Recreation Fee. However, Mr. Malone does not qualify for either of the Assistance Program(s) due to his income level and his age.

Secretary Elliott commented he appreciates Mr. Malone's comments and agrees that government asks so much of individuals with little in return. He has always been against resident's having to pay twice for the parks, but he is pleased that the new District General Manager is in discussions with Washoe County to potentially receive additional funding for the District's Parks and Recreation. He is pleased that the District took over the parks when Washoe County was considering closing them; he can't imagine what the parks would look like today if the District didn't take them over.

Vice Chair Severt commented the citizens of the United States share the load for all kinds of services, that we may not use, such as fire and law enforcement and etc. Individuals may not receive a direct benefit from the parks but indirectly there are intangibles of having parks. Parks provide open green space; this is good for the economy and environment. It is also good for the value of homes and communities. She stated the District Board in 2010 had a difficult decision to make whether or not to pursue Recreation Powers for Sun Valley. She is pleased with the decision because she believes the parks would still be closed. She agrees District customers are paying twice for the parks. The District Board of Trustees and staff, does everything in its power to keep the Recreation Fee as low as possible and provide recreation facilities for all of the north valley's to use.

Mr. Malone expressed his disapproval of government and left the meeting.

Chairperson Ainsworth recalls when Sun Valley didn't have parks; the kids were getting into trouble and vandalizing areas. She is grateful for the parks because it gives the community a place to gather.

Audience member Mr. Rider commented Mr. Malone was a part of the Sun Valley Cal Ripken League and due to his behavior; the league had to ban him from coaching and all other participation. He agrees citizens pay a lot in taxes for services that may never get utilized by every individual, but it is for the greater good for the community.

Audience member Mr. Crabtree thanked the District for doing an outstanding job with the Sun Valley Parks.

After further discussion Trustee Barstow made a motion to deny Mr. Malone's request to waive of the District's monthly Recreation Fee. Vice Chair Severt seconded the motion. The motion carried unanimously.

Item# 10. Discussion and action to approve BMX Track Lease Agreement with Teresa Daly designated as Track Operator.

Mr. Melton reported as directed, staff advertised for the request of BMX Track Operator Proposals. The District received one inquiry from Teresa Daly. Ms. Daly has provided the District all documentation to satisfy the Track Operator requirements. Staff is requesting approval of the Board to approve Ms. Daly as the new Sun Valley BMX Track Operator and initiate a Lease Agreement immediately.

Vice Chair Severt made a motion to approve the BMX Track Lease Agreement designating Ms. Daly as the Track Operator. Secretary Elliott seconded the motion. The motion carried unanimously.

Audience member Mr. Crabtree thanked the District for their support while he was the BMX

Track Operator. He is confident Ms. Daly will be successful with her new venture and will support her in any way possible.

Item# 11. Review and approval of 2019 Spring Newsletter.

Ms. Dowling provided a final draft of the 2019 spring newsletter for review and approval.

After some discussion Treasurer Ortiz made a motion to approve the spring newsletter as submitted. Trustee Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Marketing update by Nancy Eklof with Nancy Eklof Public Relations.

Nancy Eklof with Nancy Eklof Public Relations gave a brief marketing update. Ms. Eklof reported she finalized the District's winter newsletter and has prepared and finalized the spring newsletter. She has prepared marketing flyers for the E-Waste Recycling Event and will work directly with Community Services Agency with the upcoming Easter Egg Hunt. She continues to meet with staff monthly to discuss marketing needs for upcoming District events.

Ms. Eklof announced her plans to retire this year. She will assist the District through its Dive Into Summer Event. She thanked the District for their continued support and stated it has been a pleasure working with the District for so many years.

The Board of Trustees thanked Ms. Eklof for her years of service with the District and she will be missed.

There were no public comments.

Item# 13. Review and discussion of the Sun Valley General Improvement District Tentative budget for Fiscal Year 2019/2020 with action to approve.

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, 2019. 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 23, 2019. He gave a brief overview of the District's proposed tentative budget for fiscal year 2019/2020. The District's Water Fund consists of; Revenues \$3,442,000 Expenses \$3,034,807, Depreciation \$650,000, Non-Operating Revenues \$20,500, Non-Operating Expenses \$150,889 providing a proposed Net Income (Loss) for the Water Fund (\$373,196).

Mr. Combs stated he is projecting an increase in water revenue due to the additional homes from the Ladera Ranch Subdivision and the new Middle School. He also stated the increase in expenses is related to the additional water that will be purchased to serve the new development, minimal increase to power for pumping. Compensation for both office and field have the standard 5% built into the budget for Boards consideration for annual raises. He stated there is a minimal increase to field compensation due to the increase in after-hours service calls. PERS has a 1.25% increase this year that affects both office and field. He has not received the official renewal rates for the District's Health Insurance and Liability Insurance, but he will have them for the final budget, hopefully these costs will decrease. The remainder is minimal increases for various services.

Mr. Combs proceeded and reported the District's Sewer Fund consists of; Revenues \$2,928,000, Expenses \$2,230,842, Depreciation \$685,000, Non-Operating Revenues \$7,800, Non-Operating Expenses \$45,561 providing a proposed Net Income (Loss) for the Sewer Fund (\$25,603). He stated sewer revenue and expenses increases are very similar to

the Water Fund, related to new development, projected insurance increase and other various services. The largest increase to the Sewer Fund is related to the Joint Treatment Plant Operations. Truckee Meadows Water Reclamation Facility is performing some improvements to the treatment plant, identified on their capital improvements, and the District is responsible for a share in those expenses.

Mr. Combs proceeded with the District's Properties and Garbage Fund, this fund consists of; Revenues \$151,865, Expenses \$79,025, Depreciation \$12,400 providing a proposed Net Income (Loss) for the Properties and Garbage Fund \$60,440. He stated the revenue for the Properties and Garbage Fund is contributed from the 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. He reported staff reduced the line item related to beautification by \$5,000. He reported an increase regarding Prosser Rental Properties; the District has never been charged for property tax. Washoe County has started charging the District for property tax for each of the Prosser Properties. He reported Washoe County is not back charging for any unpaid taxes since it was an oversight. This is a \$4,500 increase to the budget. He also reported the depreciation related to this fund is strictly related to the District's rentals on Prosser Way.

Secretary Elliott inquired how the District was going to recoup the property tax expenses. He also stated he would like for staff to investigate how to implement the vehicle removal program that never happened with prior management.

Mr. Combs responded staff increased the monthly rent for the Prosser Properties last year to help offset the property tax expense. He also stated the vehicle removal program was initiated by the prior Washoe County Code Enforcer. Staff has been discussing the removal program with the new Code Enforcer. Staff has also been in discussions with Truckee Meadows Fire Protection District regarding additional cleanups.

Vice Chair Severt stated she is not in favor of decreasing the Community Beautification Project line item. She would like to have funds available for any future cleanup opportunities.

Mr. Combs proceeded with the District's Recreation Fund, this fund consists of; Revenues \$437,500, Expenses \$338,290, Depreciation \$95,800, Non-Operating Revenue \$500, Non-Operating Expenses \$600 providing a proposed Net Income (Loss) for the Recreation Fund \$3,310. He stated he increased the revenues with the anticipation of the new housing from the Ladera Ranch Subdivision and Washoe County agreeing to share \$90,000 from property taxes to help offset the Parks and Recreation expenses. The expenses increased this year by approximately \$55,000 due to the District adding a full time park administrative employee. Other various expenses increased related to the new position such as utilities and office supplies.

Mr. Combs proceeded and reported on the District's Acquisition Fund. The District's Acquisition Fund consists of; Revenues \$531,920, Expenses \$794,100 providing a proposed Net Income (Loss) for the Acquisition Fund (\$262,180). Mr. Combs reported the District is projected to receive \$302,979 in Ad Valorem which is a significant increase over prior years. 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 Schedule. There are other capital improvement projects that are identified by staff. Some of these projects include software upgrades, equipment purchase,

new service truck, leak detection equipment, map filing cabinets, 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 thanked staff for all of their hard work with assembling the District's 2019/2020 tentative budget. He brought the budget to the Board earlier than normal to allow staff adequate time to assemble the required State Tax Forms; staff still filling in for the vacant accounting position. He requested approval of the draft tentative budget for 2019/2020 with the corrections of adding \$5,000 back into the Properties and Garbage Fund for Beautification Projects correcting the District Ad Valorem amount in the Acquisition Fund.

Vice Chair Severt made a motion to approve Sun Valley General Improvement District 2019/2020 tentative budget as presented. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. 2019 Legislative Session update with possible direction to staff.

Ms. Shipman gave a brief update of the 2019 Legislative Session. SB 10 passed in the Senate, 18 to 2, and will be reviewed by the Assembly next. AB 163 has passed by the Assembly of Natural Resources Committee. There is not a significant impact to the District considering the District already has adopted a water sampling and conservation plan. SB 279 sponsored by Kieckhefer a bill regarding general improvement district's to conform to certain procedures as the county and cities before selling real property owned by the district, will most likely pass. SB 287 revises governing public records. This bill clarifies the records of a governmental entity that must be made available to the public to inspect copy or receive a copy of. It will also only allow an entity to charge actual cost to produce a copy of a public record and eliminate entities from charging extraordinary fees.

Item# 15. Legal report by Maddy Shipman.

Ms. Shipman reported she will not attending the next meeting and Nancyann Leeder will be the District's legal representative.

Item# 16. Field report by Chris Melton.

Mr. Melton reported on the following items;

- He provided a sample of the proposed No Smoking / No Vaping Park Signs. The District will be referencing Washoe County Code on each of our signs for enforcement.

Item# 17. Office report by Erin Dowling.

Ms. Dowling reported on the following items;

- She reported both her and Billing Representative, Karen Pickens, have been registered for the upcoming Springbrook Conference in June.
- The District will be accepting Winter Re-Evaluation forms the next couple of weeks.
- The E-Waste Recycling Day flyer has been included with all the monthly billings
- The District is promoting the Easter Egg Hunt in the front lobby and through the various social media platforms.
- She reported the District has 2,000 plus online users that take advantage to view and pay their bills online.

Item# 18. Manager's report by Jon Combs.

Mr. Combs reported on the following items;

- The new servers have been ordered and delivered. Erlach IT will be performing the installation of the new servers the first of June. They are prepping the new servers to be in sync with the existing operating system.
- Charter has installed the new fiber line to the District; installation of the new internet office equipment is still pending.

Item# 19. Public Comments.

Ms. Rider commented Sun Valley Cal Ripken has performed an assessment of each of the fields and making the necessary repairs to get the fields ready for opening ceremony. He invited everyone to attend the ceremony and announced that there will be a 50/50 raffle.

Item# 20. Board Comments.

Vice Chair Severt commented she will be attending the Pool Pact Conference April 16th and April 17th at the Whitney Peak Hotel in Reno. She also announced the District will be hosting a E-Waste Recycling Day on April 20th. She also will be participating with the April 27th Keep Truckee Meadows Beautiful Great Community Cleanup. She will be responsible for checking out and in all the tools for the event.

Treasurer Ortiz commented she would like to consider having a going away party for Nancy Eklof.

Item# 21. Future Agenda Items.

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

- Review of the District's 2019/2020 tentative budget
- 2019 Legislative update

Vice Chair Severt requested an update on the construction related to the new middle school.

Item# 22. Adjournment.

Trustee Barstow made a motion to adjourn at 7:55 pm. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on April 11, 2019.

Minutes Prepared by:

Jennifer Merritt, Administrative Assistant