



**Sun Valley General Improvement District
Board Meeting Minutes of
April 25, 2019**

Board Members Present:

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

Board Members Not Present:

Joseph Barstow	Trustee
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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:

Glenda Walls	Audience
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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, and Treasurer Ortiz. 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.

Vice Chair Severt made a motion to approve the agenda. Secretary Elliott 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 following: Commissioner Jung reached out to the District, she has discretionary funds available and would like to use them within Sun Valley. She had suggested the District provide ideas for possible use of the funds. Saturday, April 27th is the 1st Century Church Give Away Day Event at the Sun Valley Neighborhood Center beginning at 8 am until all merchandise is gone. Saturday, April 27th is Keep Truckee Meadows Beautiful Great Community Cleanup, the District will be working this event as approved. Saturday, May 4th is Washoe County Regional Animal Services Low Income Vaccination Day for dogs and cats at the Sun Valley Community Park from 10 am until 2pm.

Secretary Elliott reported on the following: Washoe County Commission had additional discussion regarding Quartz Lane nuisance of abandoned vehicles. He stated the Sun Valley Citizen Advisory Board would be a good outlet for residents to express their nuisance concerns as well as other concerns. He would like to see the District advocate to keep the Sun Valley Citizen Board and actually let it do what it is deigned to do, or the District assume the role of the Citizen Advisory Board. He also reported there has not been much activity with the Washoe County Senior Advisory Committee.

Item# 7. Discussion and action to approve accounts payable and customer refunds for April 25, 2019.

Treasurer Ortiz gave a brief report of the accounts payable for April 25, 2019.

Treasurer Ortiz made a motion to approve the accounts payable for April 25, 2019 in the total amount of \$163,804.33. Chairperson Ainsworth seconded the motion. After discussion the motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for April 25, 2019.

Treasurer Ortiz made a motion to approve customer refunds for April 25, 2019 in the total amount of \$738.72. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve Board Meeting Minutes of April 11, 2019.

Treasurer Ortiz made a motion to approve the Board Meeting Minutes of April 11, 2019 as submitted. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Review and possible action to approve suggested articles for the upcoming 2019 summer newsletter.

Ms. Dowling provided a list of suggested articles for the upcoming 2019 summer newsletter. Articles include: Dive into Summer recap, E-Waste Recycling recap, Capital Improvement Project update, Water Quality report, Photo Contest, Community Service Awards, Pool Party, Car Show, Truckee Meadows Fire Protection public service announcement, and promotion of the Highland Ranch and Sun Mesa Parks. She stated there are a lot of article

suggestions and if needed staff would recommend postponing the Dive into Summer and the Recycling recap until the fall newsletter to allow for adequate space.

Vice Chair Severt requested an article how to report abandoned vehicles.

After some discussion Vice Chair Severt made a motion to approve the article list as presented with adding an article on abandoned vehicles. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

At 6:15 pm the Public Meeting closed for a Public Hearing

Item# 10. Discussion and hearing regarding delinquent balances on closed customer accounts per NRS 318.201 and possible adoption of resolution regarding same for inclusion on assessment roll.

Chairperson Ainsworth read into the record the Order of Procedure for the District's Public Hearing. Secretary Elliott provided proof of publication for the Public Hearing.

Ms. Dowling provided a Report of Collection on the Washoe County Tax Roll of delinquent balances on closed customer accounts as of February 28, 2019. She stated accounts with less than \$1 owing is not reflected on the report. The report started with 51 closed customer accounts, since then 34 accounts have been removed after receiving payment, leaving a balance of \$2,974.48 of unpaid delinquent balances; with the anticipation more will be removed prior to the District submitting the final report to the Washoe County Treasurer in June 2019.

Ms. Dowling reported the District has notified all property owners with closed accounts with delinquent balances by mail. After the report has been filed with the Washoe County Treasurer the District is no longer able to collect from customers, it must be collected by the Washoe County Treasurer via the Tax Roll. She stated if the Board would like to proceed without changes to the report, then the motion would be to adopt the attached Report of Collection on the County Tax Roll and adoption of Resolution 1901. If the Board decides to amend/change the report, the motion would be to direct staff of the recommended amendments/changes to the report and the resolution brought back reflecting said amendments/changes at the next meeting.

There were no public comments.

Chairperson closed the Public Hearing at 6:21 pm

Vice Chair Severt made a motion to adopt Resolution 1901 and approve the Report for Collection on the Washoe County Tax Roll of delinquent balances on closed customer accounts without any changes. Secretary Elliott seconded the motion. The motion carried unanimously.

Item# 11. Review of Sun Valley General Improvement District's tentative budget for Fiscal Year 2019-2020 with direction to staff.

Mr. Combs reported the District received a letter from the State of Nevada Taxation stating that the District's 2019-2020 tentative budget is compliant. He also reported the need to change the District's Recreation Budget. He was informed by Assistant County Manager,

Dave Solaro that the \$90K of shared property taxes has unfortunately been removed from the Washoe County 2019-2020 budget as part of their overall \$3M budget cuts. Mr. Combs provided a revised 2019-2020 Recreation Budget for review less the \$90K from Washoe County. Mr. Combs reported District's Recreation Budget consists of revised; Operating Revenues \$347,500, Expenses \$338,290, Depreciation \$95,800, Non-Operating Revenue \$500, Non-Operating Expenses \$600 providing a proposed Net Income (Loss) for the Recreation Fund (\$86,690).

Mr. Combs requested direction from the Board if they would like to have discussion regarding the hiring date for the new Recreation Coordinator position now that it will not be funded appropriately.

The Board requested formal discussion at the next meeting regarding the new Recreation Coordinator position.

Vice Chairperson Severt made a motion to accept the revised 2019-2020 Recreation Budget as presented by staff removing \$90K from the Recreation Operating Revenue. Chairperson Ainsworth seconded the motion.

During discussion Secretary Elliott suggested for consideration reducing the amount donated to Keep Truckee Meadows Beautiful from the District's Properties & Garbage Budget and utilize those funds towards a program that can assist District customers with property cleanup.

The motion carried unanimously.

There were no public comments.

Item# 12. 2019 Legislative Session update with possible direction to staff.

Ms. Shipman gave a brief update regarding the 2019 Legislative Session and Holland & Harts activity report. She reported SB10 will most likely pass, SB279 original intent was to have general improvement districts follow the same statutes as the counties/cities when selling public land. The Bill now has a separate process specifically for general improvement districts that will be added to NRS 318. AB70 regarding the Open Meeting Law is currently being reviewed by the Senate. SB296 creates an Inspector General in the Attorney General's Office. SB129 provides multiple revisions to the Ethics Bill, if passed she strongly suggests the District Board of Trustees have an Ethics and Open Meeting Law training to learn of all the revisions and new requirements as public official.

There were no public comments.

Item# 13. Legal report by Maddy Shipman.

Ms. Shipman reported the proposed SB129, if passed, will put the responsibility of the entity manager and/or legal counsel for entity to arrange for Ethic training for their public officials.

Item# 14. Field report by Chris Melton.

Mr. Melton reported on the following items;

- The JT Pump Station is close to completion; the pump house building construction is complete, the pumps and mechanical pipes are installed and tested. The electrical should be complete within another week. The District will have to schedule with NV Energy the transfer of power from the old pump house to the new pump house.

- NV Energy has relocated the gas line for the office generator and District staff is prepping the site for the concrete slab and arrange for installation of the generator.
- Staff will be participating with Keep Truckee Meadows Beautiful Great Community Cleanup Saturday, April 27th at the Chimney site.

Item# 15. Office report by Erin Dowling.

Ms. Dowling reported on the following items;

- Swim Lesson registration opens May 1st. There is an added Parent and Me class for ages 3 and under. This will be provided during Session 3 during the 10:30 am swim lessons.
- Next week the District's Sensus RNI will be performing an update; this will restrict staff from obtaining electronic reads on Monday.
- Community Services Agency thanked the District for their participation with the Easter Egg Hunt. There were approximately 300 patrons at the event and it was a huge success.
- Staff has begun preparation for the upcoming Dive Into Summer Event.

Item# 16. Manager's report by Jon Combs.

Mr. Combs reported on the following items;

- The District's new fiber internet is scheduled to be connected on May 3rd with the assistance of Erlach IT; followed by the installation of the new servers in June.
- He recently had a meeting with the Sheriff's Department, Keep Truckee Meadows Beautiful and other agencies to discuss the increased abandoned vehicles. It will take a collaborative effort by multiple agencies to combat this community wide problem. It will also need the assistance from the District Attorney's Office to create and/or enforce stricter penalties for such activity.
- With the assistance of John Spears with Edward Jones, he recently transferred a CD that met its maturity to another investment opportunity that offers a 2.5% interest rate.

Item# 17. Public Comments.

None

Item# 18. Board Comments.

Vice Chair Severt commented she attended the Regional Transportation Commission public workshop regarding the Sun Valley Boulevard improvements; updates regarding this project can be reviewed online at www.sunvalleyblvd.org. This project is still in the planning stages and approximately 3 to 4 year before construction. She made a big focus regarding the need of a new intersection at 7th Ave. & Sun Valley Blvd., this is a dangerous intersection. She will be participating with the Keep Truckee Meadows Beautiful Great Community Cleanup, she will be at the Plumas site checking in all the tools that were issued to the various cleanup sites. She reported May is National Older Americans Month; various activities are scheduled for the seniors at various senior sites. She also commented on the abandoned vehicles problem, this is an epidemic.

Secretary Elliott commented Nevada Representative Mark Amodei was at the Washoe County Commission meeting and spoke on legislative issues. He too attended the Regional Transportation Commission public workshop regarding the Sun Valley Boulevard improvements, he expressed his concerns regarding the lack of transit options for the north of Sun Valley and suggested Regional Transportation Commission implement their old bus

schedule. He is hopeful that they will provide something to assist with the new middle school. He stated that the Sun Valley Marijuana Dispensary's should be contributing funds/revenue back to the Sun Valley community. He would also like for the District Trustees to consider a program that will assist the core of the Sun Valley community with cleanup efforts rather than donating to Keep Truckee Meadows Beautiful that only cleans up open space areas.

Item# 19. Future Agenda Items.

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

- Presentation by LP Insurance regarding the District's Health Insurance renewal options.
- Discussion regarding potential uses of Commissioner Jung's Discretionary Funds
- Recap of the District's E-Waste/Appliance Recycling Event
- Possible presentation by District's Aquatic Supervisor regarding 2019 Pool Season
- Discussion regarding Recreation Coordinator position hire date
- Review of the District's 2019/2020 tentative budget
- 2019 Legislative update

Chairperson Ainsworth discussion regarding District's future public relation needs.

Item# 20. Adjournment.

Vice Chair Severt made a motion to adjourn at 6:55 pm. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on May 09, 2019.

Minutes Prepared by:

Jennifer Merritt, Administrative Assistant