



Sun Valley General Improvement District Board Meeting Minutes of May 11, 2023

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
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Patti Bushey	Public
Mike Revity	Public
Glenda Walls	Public

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Severt 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 Severt, Vice Chair Rider, Secretary Barstow, Treasurer Neumann, and Trustee Ortiz. A quorum was present.
- Item# 2. Pledge of Allegiance.**
Led by Treasurer Neumann
- Item# 3. Public comments for items not on the agenda.**
None

Item# 4. Motion to approve the agenda.

Vice Chair Rider made a motion to approve the agenda. Treasurer Neumann 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.

Mr. Melton announced the flag has been ordered to be flown at half-staff in recognition of the victims of the Allen, TX shooting.

Treasurer Neumann thanked Chairperson Severt and Mr. Melton for visiting the Sun Valley Senior program in recognition of Older Americans Month. Commissioner Garcia also visited the Sun Valley Senior program on May 1, 2023. The seniors were very grateful to meet Commissioner Garcia and to learn about District programs.

Item# 7. Discussion and action to approve account payables for April 27, 2023.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for April 27, 2023.

Treasurer Neumann made a motion to approve the account payables for April 27, 2023 in the total amount of \$175,995.39. Vice Chair 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 May 11, 2023.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for May 11, 2023.

Treasurer Neumann made a motion to approve the account payables for May 11, 2023 in the total amount of \$226,203.45. Secretary Barstow 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 April 13, 2023.

Secretary Barstow made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of April 13, 2023 as submitted. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Discussion and possible action to the following District Rules and/or Regulations

Chairperson Severt read into the record the Order of Procedures for the District's Public Hearing at 6:09 pm.

Secretary Barstow provided proof of publication for public hearing.

There were no public comments and no public written correspondence for the record; Chairperson Severt closed the public hearing at 6:11 pm.

Agenda Items 10(A) thru 10(P)

Mr. Melton reported staff provided adequate advertisement for the Tariff Hearing; notices were provided on the District monthly bills, spring newsletter, front lobby slideshow, District website, and published twice in Reno Gazette Journal. He stated that himself, Mr. Baeckel, and Ms. Dowling will all report on the various recommendations for consideration. He proceeded with Rule No. 1 Definitions, staff is requesting amending various definitions as needed to include apartments units and adding a new definition for master meter.

Ms. Dowling reported staff is requesting amending Rule No. 5 Rendering and Payment of Bills by removing Application of Payments; Annual Notices and Biennial Review of Operation Maintenance Charges. The District currently provides notices of District business, including itemized fees billed each month, and any rate changes or procedural changes automatically throughout the year. Staff also evaluates District's revenue and expenses annually when developing its annual budget; the District at such time, would make rate adjustments as needed throughout the year.

Mr. Melton reported staff is requesting amending Rule No. 10 Fire Protection to include language for clarification defining the District's, public agency, and/or owner/customer responsibilities related to fire protection. The District's infrastructure responsibility ends at the valve serving the hydrant. The public agency and/or owner/customer is responsible for anything after the valve, as well as, responsible for maintaining installed fire sprinkler systems.

Ms. Dowling reported staff is requesting amending Rule No. 11 Establishment and Re-Establishment of Credit by removing certain language throughout the Rule to meet current practice. She also stated staff cleaned up Section II.C, to clarify the District will only refund to the customer on file who paid the Deposit or has a refund balance on the account. The District is not authorized to issue refunds to any other person not listed on the account.

Ms. Dowling reported staff is requesting amending language throughout Rule No. 12 Deposits to meet current practice. She also stated after review by legal counsel, staff is requesting to remove Section IV Interest on Deposits. The District is not required to pay interest on customer deposits per statute; this is only a requirement for agencies that report to the Public Utilities Commission.

Ms. Dowling reported staff is requesting amending language to Rule No. 14 Disputed Bills; to provide clarification regarding District's and customers responsibilities related to disputed bills to meet current practice.

Mr. Baeckel reported staff is requesting various amendments to Rule No. 15 Water Service Connection and Customer's Facilities. Amendments include removing the backflow inspection fees from the Rule and referring them to the District's Utility Fee Schedule.

Adding addition language regard new backflow inspection procedure/process for District commercial customers. District commercial customers are required to have their backflows tested annually by a licensed contractor approved by American Water Works Association of their choice. All inspection reports must be submitted to the District on or before June 1st each year. Failure by customer to comply with having their backflow inspected by June 1st will trigger automatic inspection by the District and billed accordingly based on backflow size. Additional clarification language was added regarding non-compliance notices and appeal process related to backflow non-compliance issues.

Mr. Melton reported staff is requesting amending Rule No. 16 New Development; adding a new section requiring developers to pay a deposit to cover the cost of Engineering Exploratory Capacity Study. Adding a new section regarding the collection of a 50% deposit plus a 15% contingency deposit, to be placed in the Developer Trust Account, for water and sewer improvement designs performed by the District's engineer; this is current practice by the District.

Vice Chair Rider inquired if these amendments are to protect the community from development costs.

Mr. Melton responded, District policy is development pays for development so that the burden is not on the existing rate payers. When the District is approached by a developer, the District requires an Exploratory Study to be performed by the District's Engineer to see if any infrastructure improvements will be required by the additional demand on both the water and sewer infrastructure by the proposed development. The District requires the developer to pay a deposit to have this performed prior to commencement of the study. This is the same process for development water and sewer improvement designs performed by the District's Engineer. This safeguards the District, and rate payers, to make sure development is paying for development.

Trustee Ortiz inquired how does the District enforce the developer to reimburse the District for any insufficiencies.

Mr. Melton responded, a lot of times the 15% contingency deposit will cover most insufficiencies. In other events, the District will invoice the developer for reimbursement. If there are not enough contingency funds the District places a hold on the development until fees are paid. With the policy and procedures currently practiced, the District is protected from having to incur developer debt.

Mr. Melton proceeded, staff is requesting amending Rule No. 17 District Service Boundary legal description to include annexations approved in 2021, with additional amendment to automatically update legal description when future approved annexations occur.

Mr. Melton reported staff is requesting amending Rule No. 20 Service to Separate Premises; conversion of Joint Metered Premises, and Resale of Water. Amendments include clarifying what is considered a multi-unit and assessment of multi-unit charge. Additional language to provide clarification regarding eligibility for exemption from conversion of separation of multi-units. The District has several properties that are considered "grandfathered" where there are multiple dwelling units being served by one meter. This Rule allows for certain properties that can prove they are the original property owner at the time of multiple unit(s), to maintain its current status with one meter. Rule 20 also allows for the property to stay the same, only if property stays within the second-degree of consanguinity of the current District customer

recorded as the legal property owner prior to 1998. In all other circumstances, Rule 20 requires separation of services if modifications are made to the water service system servicing the premises which require the participation of the District in any way. All, or any, portion of the premises is split by means of Parcel Map, Subdivision Map or sold or otherwise conveyed voluntarily or involuntarily. At such time multiple units would be required to have services split and pay associated fees such as District Facilities Fees, Tap Fees, and potential Water Right dedication. Rule 20 also defines what type of service qualifies for a master meter. Multi-family/Multi-unit complex, such as apartment complex, shall be the only exemption to having separate metered services.

Mr. Melton reported staff is requesting various amendments to Rule No. 21 Water Services Rules, Fees, Charges and Rates. The District Board of Trustees approved a multi-year consumption rate increase in April of 2021; this increase is a pass through from Truckee Meadows Water Authority (TMWA) that had approved a multi-year rate increase back in 2017. Staff is recommending implementing the pass through of a 2.5% increase for consumption use for all service types. Staff recommends implementing a tier rate structure to help promote water conservation and to cover District expenses for water purchased during peak season. Management worked with TMWA's rate specialist to evaluate the District's overall usage and number of connections to assist with coming up with a conservative tier rate schedule. The District proposes the following rate schedule; Single family residential service Tier 1 increase from \$2.46 to \$2.52 for the first 6,000 gallons and Tier 2 is \$3.61 for anything greater than 6,000 gallons. Residential multi-unit complex service (apartments) Tier 1 increase from \$2.46 to \$2.52 for the first 6,000 gallons and Tier 2 is \$3.61 for anything greater than 6,000 gallons.

Treasurer Neumann inquired how many customer use more than 6,000 gallons.

Mr. Melton responded he doesn't have an actual number of customers who will go over 6,000 gallons. The District's average consumption usage is currently 5,000 gallons, but a lot of customers go over the average during the peak season for various reasons (irrigation, swamp coolers, and other outdoor water usage). He gave an example of someone who uses 16,000 gallons during the peak season; the customer's bill will increase approximately \$11.00.

Chairperson Severt stated she appreciates staff for investigating a rate schedule that follows current practice to eliminate subsidizing others. Customers will be pay for what they use whether they want to conserve water or use water.

Mr. Melton proceeded and reported staff is recommending Commercial and Industrial services domestic consumption billed using Tier 1 rate of \$2.52 per 1,000 gallons and Irrigation consumption billed using the Tier 2 rate of \$3.61 per 1,000 gallons. Single Bulk Use (construction) consumption billed using Tier 2 rate of \$3.61. Staff amended the language to clarify base rates and other facility charges to be recognized as a per unit rather than per connection, this is current practice. This amendment was needed to recognize apartments and multiple-units on a single property. The District currently has a complicated billing structure for Infirm Care Units; staff would like to simply the billing to recognize them as a multi-unit. Infirm Care Units will be assessed the multi-unit fee (base rate of \$24.00) and consumption would be billed according to the meter read on the master meter. All Infirm Care Units are considered temporary housing and require a Special Use Permit by Washoe County. Staff added language for clarification when Water Facilities Fees have to be paid; the developer is required to pay the full amount or the first installment, per the payment

agreement, at the time of the District's approval of parcel map and/or Water Project submittal. Implement a flat rate fee for Non-Tax Customers of \$2.64 per unit to help fund capital improvement projects and ensure consistency in burden for that purpose with unincorporated District customers (also known as 5 Ridges Subdivision customers). Mr. Melton reminded the Board that during the initial negotiations, City of Sparks did not want to give up the ad valorem for the 5 Ridges development. Staff came up with the proposed flat fee by taking the total amount of ad valorem the District currently receives from the State, dividing it by 12 months, dividing it by the total number of service connections, and dividing it by 2 (water/sewer services) because the District is only recognized as the water purveyor for the development. Also, part of the negotiations and per the Interlocal Agreement with the City of Sparks, staff is requesting adoption of a Right-Of-Way Fee for unincorporated District customers (also known as 5 Ridges Subdivision customers); fee will be 5% of the customer's monthly base and consumption. The District will submit the ROW Fee quarterly to the City of Sparks, per the agreement. Other utilities servicing City of Sparks are subject to the 5% ROW Fee requirements. Staff is recommending removal of the Domestic Irrigation Service section completely, the District does not allow for domestic irrigation service, this is current practice.

Mr. Baeckel reported staff is requesting to eliminate after-hour non-payment reinstalls and defer them to the next business day. The District will restore water to a customer who was shut off due to non-payment the same day, as long as, the payment has been paid prior to 4:30 pm. If customer pays after 4:30 pm, the reinstall will be scheduled for the next business day. This is for protection of the field staff and making sure they are rested in the event they are called out for emergency service call.

Chairperson Severt commented this is long overdue, the District needs to take in consideration of the safety of the District staff.

Ms. Dowling reported the District is still available for water and sewer emergencies 24/7. She reported staff is recommending removing the requirement of providing an additional deposit for commercial and industrial customers based on their disconnect history, this is not current practice. Staff is also recommending removal of Fee Adjustment for Time or Replacement; this is all related to after-hour reinstalls that staff is requesting to eliminate.

Mr. Melton reported staff is requesting various amendments to Rule No. 22 Sewer Services Rules, Fees, Charges and Rates. Truckee Meadows Water Reclamation Facility treatment has significantly increased over the past several years. The District has been absorbing the increases for Truckee Meadows Water Reclamation Facility operation and maintenance. The District's pro-rata share of the monthly treatment operation and maintenance expense have gone from \$75,000.00 to \$85,000.00, and the more recent schedule reflects a monthly expense of \$92,000.00. Management and accounting have been developing a rate schedule that will help cover these additional expenses, but the proposal will not cover it all. Staff recommends an increase to the sewer base rate from \$17.14 to \$19.00 and an increase on the sewer consumption rate from \$4.29 to \$4.50 per 1,000 gallons for residential. Staff is recommending implementation of a flat sewer fee for multi-unit complex, apartment units, since it would be difficult to average an apartment unit consumption given that apartment complex qualify for water master meter service. Staff is recommending a flat fee of \$41.50 per unit. This fee represents the residential base rate and the average consumption of 5,000 gallons. Staff recommends an increase to the sewer base rate from \$17.14 to \$19.00 and an increase on the sewer consumption rate from \$4.57 to \$4.80 per 1,000 gallons for commercial and industrial. Mr. Melton stated, similar to Rule No. 21 (water) staff would like

to simply the billing for Infirm Care Units to recognize them as a multi-unit. Infirm Care Units will be assessed the multi-unit fee (base rate of \$19).

Ms. Dowling reported staff is recommending amending the New Customer Set Up language to match the language in Rule No. 21 (water) to be consistent.

Mr. Melton reported staff recommends amending language to clarify base rates and other facility charges will be recognized as per unit rather than per connection, this is current practice. This is an amendment that was needed to recognize apartments and multiple-units on a single property. Staff also recommends amending language to clarify District's Sewer Facility Fee to be charged "per unit" rather than per connection and add language to require facility fees to be paid at the time of District approval of parcel map and/or at time of sewer project submittal to Nevada Department of Environmental Protection or Washoe County Health Department.

Mr. Baeckel reported staff recommends amending City of Sparks Inspection; clarifying commercial sewer inspections are performed and billed by the City of Sparks, this is current practice.

Mr. Melton reported staff is recommending removal Irrigation Service; the District does not allow for domestic irrigation service.

Chairperson Severt commented she likes the idea of the sewer flat rate; this is something the District can consider in the future for all District residential customers.

Secretary Barstow inquired if other agencies have a sewer flat rate schedule.

Mr. Melton responded the City of Reno, City of Sparks, and Washoe County all bill for sewer using a flat rate for their residential customers. He thinks this is a great opportunity to evaluate a sewer flat rate. This would help simplify the District's revenue budget and cut back on staff time significantly during the sewer evaluation period. This would also be considered a true cost share throughout the District and eliminate subsidization for those who's sewer consumption is set at 500 gallons for the year because they went to their winter home; and when they come back for the other seasons, their usage is more of the average usage of 5,000 gallons.

Ms. Dowling reported staff is recommending amending Rule No. 23 Additional Charges to remove any service fee from the Rule and refer to it on the Utility Fee Schedule, to stay consistent with current practice. Addition language amendments throughout the Rule to provide clarification and to remain consistent with current practice. Staff is recommending the following fee increases on the Utility Fee Schedule: Increase Backflow Inspection for backflows up to 2" from \$40.00 to \$200.00, adopt a Backflow Inspection Fee for backflows greater the 2" at \$300.00, adopt Construction Inspection Fee for after-hours at \$150.00 per hour, increase Parcel Map Review from \$50.00 to \$100.00 per submittal, increase Plan Reviews for Apartments, Commercial or Subdivision from \$250.00 to \$500.00 per submittal, adopt Annexation Application Review (move fee from Rule No. 24 to Utility Fee Schedule) at \$750.00 per application. Ms. Dowling also reported after extensive review and investigation regarding collecting an Unclaimed Property Dormancy Fee; it is legal counsel and staff's recommendation not to implement such fee due to the significant amount of reporting and procedural changes when submitting unclaimed property to the State.

Mr. Melton reported staff is recommending amending Rule No. 24 Annexation removing the Annexation Application Fee from the Rule and refer it to the Utility Fee Schedule to stay consistent with current practice.

Ms. Dowling reported staff is recommending amending Rule No. 26 Solid Waste/Recycling Collection Rules and/or Regulations. Rule No. 26 are the regulations set forth in the Interlocal Agreement between the District and Washoe County related to Washoe County's Waste Management Franchise Agreement. Nothing in the Rule itself has changed, staff is recommending removal of the Waste Management Service Fee Schedule Exhibit and add language directing customers to Waste Management's website and and phone number. This would be more real time information for the customers and the District not having to make changes every year to the Tariff for rates the District doesn't have control over.

Mr. Melton reported staff is recommending amending Rule No. 28 Recreation; originally staff was considering increasing the monthly recreation fee to help cover the additional expenses the District is incurring due to inflation of various services, especially related to pool expenses. After further review of the District's Recreation Budget, staff is not requesting an increase at this time, and will continue to monitor the Recreation Budget. Staff is recommending adding language to include and clarify that the monthly Recreation Fee will be assessed per dwelling unit, multi-unit, apartment unit, condo unit, duplex unit, townhome unit, commercial unit, and to include District customers located in the incorporated city limits (also known as 5 Ridges Subdivision). Staff is recommending removal of Recreation Program Refund section; all of the District's recreation programs (other than swim lessons) are provided by independent contractors and the District has no control of the program registration fees. Lastly, staff is recommending increasing the per player fee for League Use on the District's Recreation Fee Schedule. Management has already notified all the leagues at the time of signing up for the 2023 season of the potential increase. It is staff's recommendation to increase the youth player fee from \$15.00 to \$20.00 per player and increase the adult player fee from \$20.00 to \$25.00 per player. Staff is also requesting removing the Gepford Community Building for the Recreation Fee Schedule as a facility for rent. The Gepford Community Building is leased by the Sun Valley Cal Ripken for sole use as their meeting location and concessions.

Vice Chair Rider inquired if the proposed player excludes the BMX program.

Mr. Melton responded the BMX program pays a flat fee; their Lease is based on square footage. He has reviewed the current Lease and is not recommending an increase at this time. USA BMX is paying their fair share equivalent to the proposed player fee schedule.

Ms. Dowling reported if approved, all of the recommendations would go into effect in the District new Fiscal Budget year effective July 1, 2023. Most customers won't see the increase until August because the District bills in the rears. For those customers that are on a billing cycle in the middle of the month, would see an itemized pro-rated invoice for usage at the old rate and the new rate.

Chairperson Severt stated the Board will vote on the Tariff Rules tonight, then the Board will formally adopt the Tariff Hearing Resolution at the next meeting to allow for the thirty (30) day protest period prior to the amendments becoming effective on July 1, 2023. Chairperson Severt request a motion on all the rules either individually per Rule or as a block vote.

Vice Chair Rider stated for the record that the District is a non-profit, all of the rate increases proposed is to keep the District's overall operations as close to zero as possible; to avoid being in a deficit, as well as, not making an enormous amount of profit. The Board considers and approves rate adjustments in efforts to keep the District's budget balanced.

Secretary Barstow made a motion to approve Tariff Rule No. 1 thru Rule No. 26 as presented by staff. Vice Chair Rider seconded the motion. The motion carried unanimously.

Trustee Ortiz made a motion to approve Tariff Rule No. 28 to include: not raise the monthly Recreation Fee and keeping it at \$3.50, to include assessing the monthly Recreation Fee per unit as presented by staff, to remove the section regarding Program Refunds, to remove the Gepford Community Building from the Recreation Fee Schedule, and to increase the per player fee for youth from \$15.00 to \$20.00 and adult from \$20.00 to \$25.00 as presented by staff. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Presentation by Public Works Director of the District's 2023 Water Quality Report.

Mr. Baeckel provided a copy of the District's 2023 Water Quality Report. He was pleased to report the District's Water Quality Report meets all the State and Federal requirements and is in compliance with Washoe County Health and Nevada Division of Environmental Protection. The Water Quality Report is available on-line, both English and Spanish, and is available in person upon request.

Mr. Baeckel reported staff performs 20 BAC-T (bacteriological) samples a month, these sample sites are throughout the valley, so it represents the water system as a whole. District staff performs quarterly TTHMS and HAA5 (trihalomethanes and haloacetic acids) samples. This monitors disinfection byproducts, these sample sites are throughout the valley, so it represents the water system as a whole. The District is required every three years to sample for lead and copper, the last sampling was performed in 2021. He was proud to reported there were no violations for 2022 and the District was able to remain compliance and continue to provide Safe Drinking Water during the unexpected staffing issues the District experienced in 2022.

Treasurer Neumann inquired if the State of Nevada has implemented the testing for Polyfluoroalkyl Substances (PFAS). He inquired if this is something the District will have to start testing for or will it be tested by TMWA prior to treatment of water.

Mr. Melton responded this is preliminary at this time. Specific water systems will have to perform preliminary sampling for PFAS via an un-regulated condiment (UCMR) sampling schedule to review the initial PFAS levels. Based on the preliminary sampling results the Department of Environmental Protection can determine if a new regulated sampling requirement is needed in the future.

There were no public comments.

Item# 12. District's tentative budget for Fiscal Year 2023/2024 update with possible direction to staff.

Mr. Melton reported there is one significant change to the budget related to the District's Water Bond payoff. Staff inquired about early pay off of Water Bond 2 this fiscal budget year ending June 30, 2023. The Office of Financial Assistance – State Revolving Fund has stated there is no monetary penalty for early prepayment of the District's Water Bond 2. However, the Division of Environmental Protection and the State of Nevada Treasurer's Office must agree to the prepayment. Unfortunately, they are not accepting any prepayments at this time. Since the District is not able to pay off its Water Bond 2, the District will need to increase the Water Fund Budget to account for Interest/Long Term Debts of \$25,340.00 for interest due this next fiscal year on Water Bond 2. Currently, the District's Tentative Budget was only budgeted for \$35,511.00 related to District's Water Bond 1 interest only. Adding in the additional \$25,340.00 for Water Bond 2, now brings the total Interest/Long Term Debts to \$60,851.00 for both Water Bond 1 and 2. He reported staff will try again in November to payoff Water Bond 2 when the District's second payment is due.

There were no public comments.

Item# 13. 2023 Legislative update provided by Holland & Hart and review of BDR'S and/or Bills; with possible direction to staff.

Mr. Melton provided a list of Bills that are currently being tracked by District's lobbyist. He reported two major deadlines have passed since the last status update. First House Committee Passage on April 14th and First House Passage on April 25th. A total of 239 bills failed to advance out of committee by the April 14th deadline and 10 bills did not receive a floor vote by the second deadline, meaning no further action can be taken on any of these measures during the remainder of the session. There are no Bills that are problematic at this time, and will continue to provide updates throughout the legislative session.

There were no public comments.

Item# 14. Legal report by Maddy Shipman.

None

Item# 15. Field report by Brad Baeckel.

Mr. Baeckel reported on the following items:

- Mr. Baeckel gave a brief update regarding development – Peek Brothers was given the Notice to Proceed for the Public Works Water Project for the Ridge at Sun Valley. A pre-con will be scheduled soon.
- The District recently had Westside, Sidehill, and Juniper Terrace Tanks cleaned and inspected by Inland Potable Services. They didn't report any issues other than minor epoxy repairs and will be sending a written report by the end of the month.
- Keep Truckee Meadows Beautiful and Truckee Meadows Community College volunteered to cleanup trash and sweep the dirt around the skate park, hockey rinks, and the BMX Track on April 17, 2023. There were a total of 14 volunteers and they worked for 3 hours.
- Keep Truckee Meadows Beautiful Great Community Cleanup was held April 29, 2023; it was a great turnout and a lot of trash was removed.
- The District's April E-Waste Recycling Event was considered a success. With the partnership of Lifecycle Solutions, a total of 2,300 pounds of e-waste was collected, 103 tv's and 6 monitors were collected.

- Washoe County Library System has scheduled the installation of the Library Kiosk at the Sun Valley Community Park for May 23, 2023.
- Sierra Strippers finished the asphalt berm along the north edge of the soccer field pedestrian path to help control the dirt bank from eroding onto the path.

Item# 16. Office report by Erin Dowling.

Ms. Dowling reported on the following:

- The District issued a total of 244 E-Waste Vouchers for the month of April. As a reminder the voucher is for the customers to recycle tv's and monitors for free (paid by the District). Staff uses the month of April to continue to educate customers e-waste recycling can be performed year-round.
- The District office lobby contractor has taken measurements for the remodel project. Construction is tentatively scheduled to begin the end of May. The District office will remain open during the construction and staff will display caution notices on the front doors and work stations.

Item# 17. Manager report by Chris Melton.

Mr. Melton reported on the following:

- Staff is continuing to work on the planning of the Dive Into Summer Event. Various local Agencies have been invited to attend the event to promote their resources/services.
- The District has begun the interview process for Lifeguard and Cashier positions for the Sun Valley Pool. He is happy to report this year the District has received a good amount of Lifeguard applications. The District does not have an Aquatic Supervisor at this time to help with lifeguard certifications. The District is working with Washoe County and the City of Sparks for Lifeguard Training.

Item# 18. Public Comments.

None

Item# 19. Board Comments.

Trustee Ortiz commented she attending the POOL/PACT annual Board Meeting in April. It was extremely informative and was happy to represent the District. She also commented she heard media covered the groundbreaking for the Ridge of Sun Valley Apartments. She is disappointed the District Trustees were not invited to attend the ceremony. She requested staff to make sure the District is included in the future for these type of events.

Treasurer Neumann commented he is a member of the Washoe County Senior Advisory Board; he reported May is recognized as the Older Americans Month. He thanked both Chairperson Severt and Mr. Melton for visiting the Sun Valley Senior Center. He has received several comments from the seniors regarding senior swim. He is hoping the District could offer senior swim this year.

Vice Chair Rider complimented staff and the board for their hard work and commitment to Sun Valley. The District has a unique Board, the District Trustees are made up with diverse career experience that benefits the Sun Valley community.

Chairperson Severt commented she and Mr. Melton announced at the Sun Valley Senior Program to all the seniors the District will be offering senior swim this year. Senior swim will be available the month of June on Tuesday and Thursday from 11 am to noon and waiving the admission fee for that hour. She thanked staff that participated in the Keep Truckee

Meadows Great Community Cleanup. Each year gets better, but she is still amazed of what is dumped in the desert and how much is removed. She thanked all the community partners that were involved in this year's event. She also thanked staff for their hard work; since assuming the role as Chairperson she has had a lot of questions.

Item# 20. Future Agenda Items.

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

- Approval of the District's 2023/2024 final budget
- Annexation Hearing for Highland Village 2
- POOL/PACT Insurance Renewal
- 2023 Legislative update

Treasurer Neumann requested a future agenda item for Washoe County Commissioner Herman and Commissioner Garcia to be available to discuss Washoe County business and hear about the District's needs.

Chairperson Severt requested a presentation on the District's Backflow Prevention program and inspection process.

Item# 21. Adjournment.

Secretary Barstow made a motion to adjourn at 7:36 pm. Treasurer Neumann seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on May 25, 2023
Minutes Prepared by: Jennifer Merritt, Administrative Assistant