



**Sun Valley General Improvement District
Board Meeting Minutes of
August 09, 2018**

Board Members Present:

Sandra Ainsworth	Chairperson
Susan Severt	Vice Chair
Carmen Ortiz	Treasurer
Garth Elliott	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
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Linda Elliott	Audience
Michael Rider	Audience
Glenda Walls	Audience
Bill Johnson	Audience

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, Treasurer Ortiz and Trustee Elliott. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Vice Chair Severt.

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

None

Item# 4. Motion to approve the agenda.

Vice Chair Severt made a motion to approve the agenda. Trustee 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 Family Classic Car Club will be hosting a Show & Shine at the Sun Valley Community Park on Saturday, August 25th from 10 am until 3 pm. He also announced the Sun Valley Pool is officially closed for the summer. The Sun Valley Pool staff hosted an end of the season Pool Party. The pool party was successful considering the attendance was low due to the poor air quality and it being the last weekend before the first day of school Monday, August 6th.

Item# 7. Discussion and action to approve accounts payable and customer refunds for August 09, 2018.

Treasurer Ortiz gave a brief report of the accounts payable for August 09, 2018.

Treasurer Ortiz made a motion to approve the accounts payable for August 09, 2018 in the total amount of \$901,079.27. Vice Chair Severt seconded the motion. The motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for August 09, 2018.

Treasurer Ortiz made a motion to approve customer refunds for August 09, 2018 in the total amount of \$377.42. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and motion to approve Board Meeting Minutes of July 26, 2018.

Vice Chair Severt made motion to approve the Board Meeting Minutes of July 26, 2018 as submitted. Treasurer Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Discussion and possible action to approve up to two Sun Valley General Improvement District Board of Trustees and up to two staff members to attend the Nevada League of Cities and Municipalities Annual Conference.

Mr. Combs reported the Nevada League of Cities and Municipalities annual conference is scheduled for September 13th thru September 15th, 2018 in Winnemucca, Nevada. The conference agenda has not been published yet, but the tentative overview of the conference will focus on the upcoming 2019 Legislative Session. The conference will also be offering the P.O.W.E.R. Workshops Part 1 and 2 for those who are working towards their Certified Public Officials Certificates. Registration is \$245.00 per person if registered by August 13, 2018. The P.O.W.E.R. Workshop is an additional \$225.00 per person. He stated this conference conflicts with the District's September 13th board meeting, that is why staff is requesting approval of up to two board members and two staff members.

During discussion Treasurer Ortiz commented she would like to attend.

Chairperson Ainsworth inquired which two staff members will be attending the conference.

Mr. Combs responded it is undetermined at this time, management is asking staff members who would like to attend, but would not exceed two members.

After further discussion Vice Chair Severt made a motion to approve registering Treasurer Ortiz and up to two staff members to attend the Nevada League of Cities and Municipalities annual conference as presented by staff. Trustee Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Discussion and possible action to approve Sun Valley General Improvement District Board of Trustees and up to two staff members to attend the Nevada Association of Counties Annual Conference.

Mr. Combs reported the Nevada Association of Counties annual conference is scheduled for November 14th thru November 16th, 2018 in Minden, Nevada. The conference agenda has not been published yet; the Nevada Association of Counties annual conference is very similar to the Nevada League of Cities and Municipalities conferences. The conference will also be offering the P.O.W.E.R. Workshops Part 1 and 2 for those who are working towards their Certified Public Officials Certificates. Registration is \$225.00 per person if registered by August 15, 2018. The P.O.W.E.R. Workshop is an additional \$225.00 per person.

During discussion all board members commented they would like to attend the conference.

After further discussion Trustee Elliott made a motion to approve registering four board members and two staff members to attend the Nevada Association of Counties annual conference as presented by staff. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Review and action to adopt Sun Valley General Improvement District Personnel Retirement Policy section 6.13 regarding Continuance of Benefits.

Mr. Combs stated there is a need for the Sun Valley General Improvement District to adopt a Retirement Policy. Prior to 2010, a public employee, upon retirement, had the option of obtaining health insurance coverage through the Public Employees' Benefit Program (PEBP) administered by the State. When a public employee chose to either continue benefits under PEBP or join PEBP upon retirement, the local government was required to pay into PEBP the portion of the premium otherwise paid by the State on behalf of state employees, both active and retired. After the 2009 Legislative Session non-state employees were no longer allowed to join PEBP. NRS 287.03 changed to allow a local government employee, upon retirement, to exercise the option to continue any benefits provided by his/her employer while an active employee. The statute also stated the local government was also authorized, but not required, to make contributions towards the premiums of a retiring employees opting to continue benefits. Mr. Combs stated the District's counsel has drafted a Retirement Policy for the District's Personnel Manual regarding Continuance of Benefits. The policy clarifies the eligibility requirements, benefits, cost, notice and an agreement. He stated the intention of the policy is to provide the District's employees with the option to continue their benefits provided by the District but the retired employee shall be 100% responsible for all cost of coverage. In addition to the Retirement Policy, legal counsel also created an agreement to be implemented between the District and each retired employee as a safe guard to the District as well as the retired employee. He stated staff

recommends adopting the provided Retirement Policy section 6.13 for Continuance of Benefits that also includes the Retirement Benefit Agreement form.

Chairperson Ainsworth commented this policy is in conjunction with the District's limited health insurance provider options in order to stay compliant with state law.

Trustee Elliott stated he is in favor of the policy since it addresses the fact that the retired employee is 100% responsible for all benefit costs.

Ms. Shipman reported the law came into effect in 2009 and the District should have adopted a Retirement Policy then. Due to the recent retirement of the District General Manager, it is recommended the Board adopt a policy now to address any future retirements of District personnel.

After further discussion Vice Chair Severt made a motion to adopt District Personnel Retirement Policy section 6.13 regarding Continuance of Benefits as presented. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Progress update by Chris Melton regarding Sun Valley General Improvement District Capital Improvement Projects; 12" Water T-Min and 15" Sewer Main.

Mr. Melton gave a brief progress update regarding the current capital improvement projects that are currently being constructed and/or engineered. The first project is the new 12" Water Transmission Main and 8" Sewer Collection Main for the Middle School. The water main has been installed and was tied in at Chimney, it runs the length of the school (onsite) to Donatello. The water project is approximately 90% completed. Sierra Nevada Construction began the installation of the sewer main this week. They were delayed on starting this project due to another contractor performing work for the middle school. This site is very rocky and their estimated completion date is August 17th. He also stated the paving around the school site will not be done until the completion of the middle school. Mr. Melton reported on the second project of a 15" Sewer Collection Main upgrade that started at Gepford and Leon and is being installed up to 5th Ave. and Lupin. This project is addressing some of the overcapacity issues within the District's existing sewer collection system triggered by the middle school. This project is approximately 80% completed and is a cost sharing project.

Mr. Melton reported the third project is the construction of a new Juniper Terrace Pump Station and Sidehill Altitude Valve. This project is currently in engineering/design stage at 92% completed. The project was recently out for bid and the award of the bid will be presented at the District's August 23rd board meeting. Construction is estimated to begin in fall of 2018 and estimated completion the spring of 2019. This project was triggered by the middle school regarding adequate water delivery to meet the middle school's demands and fire flow.

Mr. Combs reported project one is 100% paid for by Washoe County School District. Sun Valley General Improvement District is paying 33% of project two. He also reported the District's third project is another cost sharing project with Washoe County School District. Majority of the project will be paid by the District because the District is having additional work performed on JT Tank at the same time when it will be out of service for the construction of the new pump station. This work will be performed during the low demand time of the District's system.

Trustee Elliott complimented on the work performed by Sierra Nevada Construction.

There were no public comments.

Item# 13. Review and discussion of the Sun Valley General Improvement District 2018 Water Quality Report.

Mr. Melton gave a brief report on the District's 2018 Water Quality Report. The report was approved by Washoe County Health Department on May 16, 2018. The Water Quality Report encompasses Truckee Meadows Water Authority's Quality Report. He was proud to announce there were no violations and is in compliance with all of the District's water samplings. The District has notified its customers where to view the report; a notification was printed on the monthly billing statements, posted on the District's website, Facebook page, summer newsletter, front lobby and is available for print on request. He also reported the District was approved in 2014 to provide the Water Quality Report electronically to save on printing fees, estimated to be \$5,000 annually. The Water Quality Report is available in both English and Spanish.

There were no public comments.

Item# 14. Update regarding Western Regional Water Commission business, including but not limited to, the Trustee's taking a position regarding the possible action of the Commission to disband itself via the 2019 Legislative Session.

Chairperson Ainsworth reported there are no updates to give at this time. The Western Regional Water Commission will be holding a workshop on August 14, 2018 and she will have more to report after the workshop.

Trustee Elliott stated he met with Commissioner Lucy regarding the consideration of disbanding the Western Regional Water Commission. Commissioner Lucy stated he is in favor of disbanding the Commission primarily because of the high costs associated with the Commission. Mr. Lucy also stated the District doesn't get any representation or benefit from the Commission.

Chairperson Ainsworth stated the District collects 1.5% on each monthly customer bill, this fee is a Regional Water Management Fee for the purpose of ALL water services. If the Commission opts to not collect the Regional Water Management Fee she might reconsider her opinion regarding the disbanding of the commission.

Mr. Combs reported Western Regional Water Commission does not have to disband the commission in order to repurpose the use of the Regional Water Management Fee. The Commission could take action on how to use the fee as long as it is water related.

Vice Chair Severt stated if the Commission proceeds with disbanding itself, she would like to see the Regional Water Management Fee returned to the citizens. She believes the Commission does not want to give up the fee because they want to use those funds towards other projects.

Audience member Mr. Rider commented his concern with the Western Regional Water Commission repurposing the funds is to only focus on storm water and take away Sun Valley General Improvement District's representation, this would be considered taxation without representation.

Item# 15. Legal report by Maddy Shipman.

Ms. Shipman gave a brief report on a recent claim filed against the attorney and chairman of Incline Village General Improvement District regarding a public record request. She recommends District staff create a public record policy to help address future public record requests, specifically listing of fees, if any, and clarification on what is considered an excessive use of staff's time to accommodate such requests.

Item# 16. Field report by Chris Melton.

Mr. Melton reported on the following items;

- District long term employee, Jerry Hamilton is retiring this month. Staff has advertised for the vacancy and will be performing interviews next week.

Item# 17. Manager's report by Jon Combs.

Mr. Combs reported on the following items;

- Staff met with Washoe County Health Department regarding the District's request for a waiver for small water projects. He stated the District is going to compromise with what is considered a small water project, and send an addendum letter reducing the length of pipe. The original request submitted was for small projects 500' or less. This waiver is also a protection for property owners who would like to develop their single lots. He reported the resolution of the addendum is pending.

Item# 18. Public Comments.

Mr. Rider with Sun Valley Cal Ripken Babe Ruth reported the League will have fall ball for the Babe Ruth Division only this year. He also commented that there is an irrigation/drainage issue that needs to be addressed on the ball field at the Sun Valley Community Park.

Item# 19. Board Comments.

Treasurer Ortiz commented she attended the Washoe County Planning Commission meeting for the discussion of various Sun Valley related items. The Commission approved to remove the sentence from the Sun Valley Area Master Plan, "New single family detached residential, including mobile homes, will not be allowed within the DCMA." There was additional discussion regarding the abandonment of a right-of-way on Lupin Dr. and change the use of property for future development known as Falcon Ridge; this property is subject to connecting into the District's sewer interceptor.

Trustee Elliott attended the Washoe County Commissioner meeting regarding the Sun Valley Area Master Plan. He stated both Sun Valley Commissioners did not find it prudent to keep the language in the Master Plan regarding use of property along Sun Valley Blvd. The purpose of the Master Plan was to cleanup Sun Valley Blvd. and make Sun Valley more inviting. He strongly thinks the Sun Valley Area Master Plan is due to be reviewed and amended to help the community grow while still protecting property owners along the boulevard. Washoe County has made it difficult for Sun Valley to make any improvements to its community.

Vice Chair Severt commented she is disappointed with the increase of residential dumping, especially in front of residential homes. She encourages individuals to call Washoe County Code Enforcement and Health to help fight this growing problem. She commented Reno Battleborn BMX has had to cancel several practices and races due to the air quality. She

also commented Nevada lost a great person and asset to Sun Valley with the passing of former Governor and US Senator Paul Laxalt.

Item# 20. Future Agenda Items.

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

- Review and adoption of Amended Interlocal Agreement regarding Garbage Franchise Fees
- Bid Award for Juniper Terrace Pump Station Project
- Continuation of the Western Regional Water Commission possible dissolution
- Consideration of soliciting of lobbyist for upcoming legislative session

Trustee Elliott requested discussion regarding consideration of creating a full time position for Brandon Lacow.

Item# 21. Adjournment.

Vice Chair Severt made a motion to adjourn at 7:07 pm. Trustee Elliott seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on August 23, 2018.

Minutes Prepared by: Jennifer Merritt, Administrative Assistant