



## Sun Valley General Improvement District Board Meeting Minutes of September 08, 2022

### **Board Members Present:**

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

### **Board Members Not Present:**

Carmen Ortiz	Treasurer
--------------	-----------

### **Staff Present:**

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Maddy Shipman	SVGID, Legal Counsel
Jennifer Merritt	SVGID, Administrative Assistant

### **Other Members Present:**

Mark Neumann	Public
Glenda Walls	Public

**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; Chair Ainsworth, Vice Chair Severt, Secretary Barstow, and Trustee Rider. A quorum was present.

**Item# 2. Pledge of Allegiance.**

Led by Secretary Barstow

**Item# 3. Public comments for items not on the agenda.**

Audience member Mr. Neumann reported that his status has changed from an alternate member on the Washoe County Senior Advisory Board to a appointed member due to a vacancy. He provided information regarding various services available to the senior community; they include free lawyer services, rebuild services, and various activities at the City of Sparks Library. He reported he met with Washoe County Planning Commission to inquire why a development that was originally approved, doesn't have to go back through the public meeting process when amendments are made to the development project. Lastly, he reported he attended the Spanish Springs Citizen Advisory Board and NDOT gave a

presentation on the various projects they are working on. The improvements on Sun Valley Boulevard is years out. NDOT will be focusing on Pyramid HWY after the spaghetti bowl improvements.

**Item# 4. Motion to approve the agenda.**

*Trustee Rider made a motion to approve the agenda. Vice Chair Severt 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. Melton announced Sun Valley Citizens Advisory Board meeting is scheduled for September 10, 2022 at Hobey's Casino commencing at 10 a.m. The District is accepting Community Service Award Nominations thru September. The flag has been lowered to half-staff in remembrance of Queen Elizabeth II.

Trustee Rider reported Impala's Car Club would like to host additional community events in Sun Valley; one event for consideration is a Trunk-N-Treat for the kids.

**Item# 7. Discussion and action to approve account payables for September 08, 2022.**

Trustee Rider gave a brief report of the account payables, customer refunds and payroll for September 08, 2022.

*Trustee Rider made a motion to approve the account payables for September 08, 2022 in the total amount of \$262,756.57. Secretary Barstow seconded the motion. After discussion the motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and action to approve board meeting minutes of August 25, 2022.**

Audience member Mr. Neumann clarified that he was appointed as an "alternate" to the Washoe County Senior Services Advisory Board.

*Vice Chair Severt made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of August 25, 2022 as submitted. Trustee Rider seconded the motion. The motion carried unanimously.*

**Item# 9. Discussion regarding District outreach efforts to local veterans for event participation; with possible direction to staff to proceed with 2022 Veterans Celebration event.**

Ms. Dowling reported as previously discussed this year, veteran participation at the District's annual veteran celebration has diminished greatly over the last several years. At the District's February 24, 2022 meeting, the Board directed staff to continue to outreach to the local veterans in Sun Valley, and to try to obtain a mailing list of local veterans. Staff has worked with the District's public relations consultant and has submitted inquiries to local veteran agencies but has not been able to obtain a list of veterans in the Sun Valley community, as that is private information. The District published an article in the Spring 2022 Pipeline and on the District's Facebook page asking for input from veterans regarding the

2022 event, but no responses were received. Staff has confirmed that Washoe County Human Services is willing to partner again this year by providing breakfast, if an event will be held. Staff is seeking direction from the Board to determine if an event should still take place. If that is the Board's desire, staff recommends that it simply be a breakfast with no ceremonial presentations or agency presence; any information and resources that the agencies provide could be handed out to the attendees.

Trustee Rider commented he has attended past events and he recalls that one of the reasons veterans stopped attending is because they don't want to be bothered by the public officials. He would like to continue with holding the event honoring our veterans and provide them with agency resources, but not invite any of the public officials.

Secretary Barstow would like to continue with holding the event honoring our veterans and suggested providing a letter thanking them for their service and recognizing the veterans as a whole.

Vice Chair Severt does not want to see the event go away, it has become a tradition in the community that families look forward to. She like Secretary Barstow's suggestion with preparing a thank you letter. She would also like to be able to provide a literature table with various agencies brochure for veterans services, as some veterans may not be aware of the various services that are available for them.

Chair Ainsworth would like to still invite the various agencies to be available to promote their veteran program/service. She inquired if the agencies are still committed to attending the event, and consider having the vendors in the lobby and opening the grand-room for more seating.

Additional discussion ensued regarding the event and agency participation and promoting the event. It was also agreed upon to gather the various agencies program/service brochures to be available at the event; agencies are welcome to attend as long as they know they will be in the lobby. The primary focus of the event is to honor the veterans with their friends and family with a pancake breakfast.

*Vice Chair Severt made a motion to continue hosting the annual veterans celebration and direct staff to coordinate with the various agencies for promotional material. Trustee Rider seconded the motion. The motion carried unanimously.*

**Item# 10. Review of proposed fall newsletter article ideas with possible direction to staff.**

Ms. Dowling provided a list of proposed articles for the upcoming District summer newsletter. The articles include, New General Manager, Winterizing/Weatherizing, Sewer Evaluation, Veterans Day Event, Thank you to Lifeguards, Thank you to Recreation Sponsors, Thank you to Commissioner Jung, Promoting of Summit Church Medical Clinic, Voting Schedule at the Neighborhood Center, and important dates.

Staff was directed to have the veterans event article on the front page of the newsletter, adding a message on the bill, and posting an event flyer around the community.

Audience member Mr. Neumann suggested an article promoting various Washoe County senior services/programs.

Chair Ainsworth responded, the District's newsletter is intended to provide informational articles regarding District services and promoting District events and/or partnered events. Washoe County is responsible for promoting their own services/programs.

*Trustee Rider made a motion to approve the suggested articles as presented by staff. Vice Chair Severt seconded the motion. The motion carried unanimously.*

**Item# 11. Discussion and consideration regarding 2023 Legislative Session with direction to staff to obtain lobbyist proposal.**

Mr. Melton reported the 2023 Legislative Session commences February 2023. The District has always had lobbyist representation during the session to respond to any unforeseen bill language that could impact general improvement districts. Holland&Hart has been the District's lobbyist for the past sessions. Holland&Hart is honoring their previous rate and has provided a proposal for 2023 Legislative Session services at a flat fee of \$3,000 per month, and a not to exceed amount of \$500 per month for reasonable expenses related to attending the session, for the period of January 2023 thru June 2023. If approved, staff will schedule a meeting with Holland&Hart to discuss the various topics that need to be focused on during the session. This project would be funded by the Board approved 2022/2023 Water and Sewer Budgets.

Discussion ensued regarding the importance of having representation during the legislative sessions as an added protection to the District and the community.

*Vice Chair Severt made a motion to approve Holland&Hart 2023 Legislative Session lobbyist services proposal as presented by staff. Trustee Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 12. Legal report by Maddy Shipman.**

None

**Item# 13. Field report by Brad Baeckel.**

Mr. Baeckel reported on the following items:

- The District recently had a resignation in the field department, the District is currently recruiting for a replacement. Several applications have been submitted and he plans on conducting interviews as soon as possible.
- Staff had a meeting with Washoe County Sheriff's Office to discuss illegal dumping and abandoned vehicles. Washoe County Sheriff's Office discussed some of the challenges they've faced and recommending setting up additional meetings in the near future to better coordinate with all parties involved. Staff will provide additional updates as they are provided to the District.
- The District has received majority of the backflow compliance test results and are still working with a few commercial customers that have tests scheduled. There will be approximately 10-12 customers that will have their water shut off for non-compliance.

**Item# 14. Office report by Erin Dowling.**

Ms. Dowling reported on the following items:

- None

**Item# 15. Manager report by Chris Melton.**

Mr. Melton reported on the following:

- The Impala's Car Club held a Car Show September 3<sup>rd</sup> at the Sun Valley Community Park. There was approximately 80 car entries and 150 patrons. The show raised \$3,000 for mental awareness; donation will be made to Alta Vista Mental Health. There is discussion about shifting the event date to a later date that doesn't interfere with other competing events.

**Item# 16. Public Comments.**

Audience member Mr. Neumann commented both Truckee Meadows Fire Protection District and Washoe County Sheriff's Office will be presenting at the September 10, 2022 Sun Valley Citizens Advisory Board meeting, promoting a green-waste day and catalytic converter program. Representative for Highland Village Phase II will also be giving an update on the recent Washoe County re-zoning approval. A representative for 5 Ridges will be giving a development update at the Sun Valley Citizens Advisory Board October meeting regarding the utility construction on Highland Ranch Parkway. He requested the District general manager to provide updates to the Sun Valley Citizens Advisory Board. Lastly, he reported Washoe County has approved funding for the purchase of new computers to be used at the various senior centers, including the Sun Valley Neighborhood Center.

**Item# 17. Board Comments.**

Vice Chair Severt commented she continues to work on the illegal dump site along Sun Valley Blvd. She is working with Washoe County and the roads department regarding securing the location to prevent the site from future dumping. She also wanted to take a moment to honor and recognize the 70 years of service by Queen Elizabeth II; this is a big loss.

**Item# 18. Future Agenda Items.**

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

- Adopt State of Nevada Unclaimed Property Reporting Policy and consideration of imposition of administrative fee
- District financial update
- Approval of fall newsletter final draft
- District Recreation update
- Acceptance of Washoe County ARPA Subgrant and prioritizing the project list

**Item# 19. Adjournment.**

*Secretary Barstow made a motion to adjourn at 6:41 pm. Trustee Rider seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on September 22, 2022

Minutes Prepared by: Jennifer Merritt, Administrative Assistant