



Sun Valley General Improvement District Board Meeting Minutes of September 09, 2021

Board Members Present:

Sandra Ainsworth	Chair
Susan Severt	Vice Chair
Joseph Barstow	Secretary
Carmen Ortiz	Treasurer
Michael Rider	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
Nancyann Leeder	SVGID, Legal Counsel

Other Members Present:

Leliani Davis	Public
Micha Graham	Public
Mark Neumann	Public
Sgt. Daniel	WCSO (phone)

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

Item# 2. Pledge of Allegiance.

Led by Trustee Rider

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

None

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.

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.

None

Item# 7. Discussion and action to approve account payables for August 26, 2021.

Treasurer Ortiz gave a brief report of the account payables, customer refunds and payroll for August 26, 2021.

Treasurer Ortiz made a motion to approve the account payables for August 26, 2021 in the total amount of \$101,245.29. Trustee 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 September 09, 2021.

Treasurer Ortiz gave a brief report of the account payables, customer refunds and payroll for September 09, 2021.

Treasurer Ortiz made a motion to approve the account payables for September 09, 2021 in the total amount of \$165,864.94. Trustee Rider 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 August 12, 2021.

Treasurer Ortiz made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of August 12, 2021 as submitted. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Presentation by Washoe County Sheriff Office regarding homeless encampments; with possible direction to staff.

Sergeant Daniel with Washoe County Sheriff Office (WCSO) gave brief report regarding the homeless encampment located on Sugarhill Drive and the dirt portion of Leon Drive. WCSO has received a lot of concerns and/or complaints regarding the homeless encampment. WCSO has been providing resources to this area since January 2021. Since then, WCSO assembled H.O.P.E. Team (homeless outreach proactive engagement) on July 5, 2021. The H.O.P.E. Team has been diligently working with the individuals living on the dirt portion of Leon Drive and Sugarhill Drive providing them resources and information on the Cares Campus, surrounding RV parks and other housing options. WCSO and H.O.P.E. Team have provided months of resources and offered outreach to everyone in the encampment. All of

the individuals have received formal notice that the area must be vacated on or before September 15th. She reported the dirt portion of Leon Drive is a Washoe County road and the roads department has been notified of the encampment; Washoe County Roads will be filing a nuisance complaint as well. WCSO has the authority to request individuals to vacate the area per Washoe County Code 85.540 and NRS 405.230. Once the area has been vacated, the road will be blocked off from public access until a permanent gate can be installed for fire access.

H.O.P.E. Team has been working towards cleaning the site; two dumpsters have been provided for the individuals to participate in the cleanup efforts of the encampment area; eight vehicles have been removed and eight Washoe County dump trucks of trash have been removed. Once everyone has been vacated, Washoe County Roads Department will clean the area prior to blocking the road.

The board of trustees thanked Sergeant Daniel for her report.

There were no public comments.

Item# 11. District Safety Committee update by Field Supervisor, Brad Baeckel.

Mr. Baeckel gave a brief update regarding the District Safety Committee. He reported the Safety Committee has postponed having their meetings due to staffing issues related to COVID; he hopes to resume meetings in September. District staff can still contact each of the Safety Committee members anytime with any safety concerns. He reported the Safety Committee has provided each of the employees with safety topics such as Heat Related Illnesses, Fire Emergency Plan, and Mental Health. The Safety Committee has provided Robbery and Active Shooter Training by Washoe County Sheriff Office. The District continues to promote and implement all COVID Protocols such as practicing social distancing, face masks, temperature checks, and frequent sanitizing. Upcoming training consists of Electrical Safety Training and CPR renewal training. Mr. Baeckel was pleased to announce the District held its first pizza party celebrating one year without a loss of time due to on the job accidents.

The board of trustees thanked Mr. Baeckel for his report.

There were no public comments.

Item# 12. Presentation by Micha Graham and Leliani Davis regarding consideration of additional murals at various Sun Valley Parks.

Ms. Davis gave a brief presentation about herself and her mural experience. She has recently moved to Sun Valley in April from Las Vegas. Coming from Las Vegas, the community was extremely big making it difficult to make an impact. She likes Sun Valley because it is a smaller community with a lot of opportunities. She suggested either the front of the Sun Valley Pool, Mary Hansen Building, Skate Park, Gepford Community Building, Annex or the Neighborhood Center Building as a canvas for a mural.

Ms. Davis provided samples of her digital artwork for consideration. She is open to different design themes to keep the mural community based. She recommends a mural varnish to help keep the integrity of the artwork; this will assist with graffiti removal. She would be willing to consider a designated time period for touch ups if needed.

Mr. Graham gave a brief presentation about himself and his mural experience. He has lived in Florida, Argentina and Nevada and has served the community through Eagle Scouts and through the Church of Jesus Christ of Latter-Day Saints. He does not classify himself as a professional artist yet, but he enjoys painting and drawing. He has taken various art classes in high school and was invited to teach a class after he graduated. He has been commissioned by a company Dumps D to display his artwork on small dumpsters. Mr. Graham provided samples of his artwork for consideration. His mural idea would be community based hoping to provide a mural that encompasses Love One Another. His desire is to provide a mural that can incorporate multiple community handprints to promote the Sun Valley Community. He would be willing to consider a designated time period for touch ups if needed.

Audience member Mr. Neumann inquired with Mr. Graham if working with dumpsters is his only experience. He also inquired with Ms. Davis if her sample artwork are actual murals that she has done.

Mr. Graham responded painting dumpsters has been his only commissioned experience.

Ms. Davis responded the sample artwork is her digital artwork to show her versatility, they are not actual murals.

The board of trustees thanked both Ms. Davis and Mr. Graham for their presentation and no action was taken.

Item# 13. Discussion and action to approve purchase of a new phone system for the District office.

Ms. Dowling reported the District is in need of a new telephone system. The existing telephone system is 16 years old and replacement parts are becoming difficult to obtain. Staff is requesting to stay with a landline phone system to ensure phones are continuously functional and not affected by any outages like some internet based telephone systems. Staff received two proposals for consideration; The Phone Man, LTD and DANDE Communications. The District currently contracts with DANDE Communications, however their business encompasses all types of communication platforms and receiving support has been challenging. The Phone Man, LTD is strictly telephone systems and can provide support within a timelier manner.

Ms. Dowling reported staff recommends approval of The Phone Man, LTD proposal in the amount of \$17,828.00. The proposal offers a direct product purchase or lease option, staff recommends the direct product purchase with a five year warranty. The Phone Man, LTD has been in business for many years and is highly recommended by their customers. The Phone Man, LTD provides excellent customer support, programming and training. If approved, phones will be pre-programmed prior to installation to help reduce phones being offline during the installation process. It is estimated the District's telephones would be off for approximately 30 minutes for installation; phones would be transferred to the District's answering service during this time. She also reported the District's approved 2021/2022 budget identifies funds for the telephone system replacement within its Capital Improvement Projects.

Audience member Mr. Neumann inquired if the new telephone system would be through Charter or AT&T.

Ms. Dowling responded, the District wants to stay with its existing landline through AT&T.

After further discussion Vice Chair Severt made a motion to approve The Phone Man, LTD proposal for the total amount of \$17,828.00 for the purchase of a new telephone system for the District office. Trustee Rider seconded the motion. The motion carried unanimously.

Item# 14. Legal report by Maddy Shipman.

None

Item# 15. Field report by Chris Melton.

Mr. Melton reported on the following items:

- The Impalas Car Show was held September 4th at the Sun Valley Community Park. The District received positive feedback that the car show was a success and was well attended. The proceeds from the car show were donated to Alta Vista Mental Health Awareness.
- Summit Church will be hosting a free medical clinic at the Sun Valley Neighborhood Center on October 16th from 9am until 2pm.
- The District had a service technician resign; staff is advertising for the position in various job recruitment sites as well as on the District's website.

Item# 16. Office report by Erin Dowling.

Ms. Dowling reported on the following:

- The State of Nevada Health and Human Services is creating a low income household assistance program that includes assistance for water services. The program will commence in January 2022. The District will be provided a flyer to help promote the program.
- The District recently completed its Lead and Copper sampling as required every three years.
- The District completed the POOL/PACT Phase I HR Assessment. She has submitted for the \$500 Grant that is offered by POOL/PACT. If awarded, funds would be used towards updating the District's HR archiving system.
- The District's Veteran's Celebration is scheduled for November 6th in partnership with Washoe County Community Services. She has begun reaching out to the various agencies for veteran resources.

Item# 17. Manager report by Jon Combs.

Mr. Combs reported on the following:

- The District is continuing to search for an individual to fill the vacant Accountant position. The approved recruiter has indicated the month of August is a slow time for job recruiting. They so far have one candidate they are vetting.
- The District has until November 29th to submit its 2020/2021 audit. The audit has temporarily been put on hold due to the current vacancy. The District can request for an extension of the audit submittal to the State, they are awarded in 30 day increments.
- He is still searching for a temporary Accountant to get the District's bank reconciliation current and to assist the auditors with the 2020/2021 audit; so far there are no candidates from any of the temp agencies.

Item# 18. Public Comments.

Audience member Ms. Davis inquired if the District will be eligible to receive infrastructure funds passed by congress.

Item# 19. Board Comments.

None

Item# 20. Future Agenda Items.

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

- Review of the fall newsletter
- Update on District's Human Resource Assessment
- Consideration of additional park murals

Trustee Rider requested an update by staff regarding the homeless encampment.

Item# 21. Adjournment.

Secretary Barstow made a motion to adjourn at 6:51 pm. Trustee Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on September 23, 2021

Minutes Prepared by: Jennifer Merritt, Administrative Assistant