



Sun Valley General Improvement District Board Meeting Minutes of October 13, 2022

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:

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Mark Neumann	Public
Bo Ramsey	Public
Mike Revty	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, 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.

Mr. Neumann commented Chocolate Dr. developer is hosting a neighborhood meeting Wednesday, October 19, 2022 at Hobeys Casino. He also commented he has been working with a school board member with Washoe County School District regarding a four-way stop on Highland Ranch Parkway to provide the youth a safe crossing path to and from schools.

Item# 4. Motion to approve the agenda.

Treasurer Ortiz made a motion to approve the agenda. Trustee Rider 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 Early Voting will be held at the Sun Valley Neighborhood Center October 22, 2022 thru November 4, 2022. Summit Church is hosting a Medical Clinic Saturday, October 15, 2022 starting at 9 a.m. at the Sun Valley Neighborhood Center. Chocolate Dr. Development is hosting a public meeting Wednesday, October 19, 2022 from 5:30 p.m. to 6:30 p.m. at Hobey's Casino. He also reported Washoe County's Planning Division has created an online neighborhood development citizen engagement site. This is an additional tool to be informed about proposed developments; it can be accessed via <https://neighborhood-washoe.hub.arcgis.com>

Item# 7. Discussion and action to approve account payables for October 13, 2022.

Treasurer Ortiz gave a brief report of the account payables, customer refunds and payroll for October 13, 2022.

Treasurer Ortiz made a motion to approve the account payables for October 13, 2022 in the total amount of \$410,512.28. Trustee Rider 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 September 22, 2022.

Trustee Rider made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of September 22, 2022 as submitted. Treasurer Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action regarding Sun Valley General Improvement District 2022 Photo Contest.

A) Judging and selection of photo winners.

After review of the photo's submitted, Vice Chair Severt made a motion to approve photo number 11, Summer Evening as third place winner, photo number 2, Pink Blooms as second place winner, and photo number 3, Sun Valley Regional Park as first place winner. Trustee Rider seconded the motion. The motion carried unanimously.

B) Motion to approve contest prizes.

Secretary Barstow made a motion to approve cash prizes of \$75 for first place winner, \$50 for second place winner and \$25 for third place winner paid from the District's water and sewer funds. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Review of Community Service Award nominations with motion to approve award recipients.

Mr. Melton reported the District received two nominations for the Sun Valley Community Service Award. The two nominations are for Sun Valley Hobey's Casino and Laura Peterson.

Audience member Mr. Neumann reported he nominated Hobey's Casino for their continued support to the Sun Valley community and providing their banquet room for the Sun Valley Citizen Advisory Board to conduct public meetings and other public meetings.

Trustee Rider made a motion to approve nomination for Hobey's Casino for 2022 Sun Valley Community Service Award. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Vice Chair Severt reported she nominated Ms. Peterson for her dedication and hard work for the youth of Sun Valley. She spent 18 years of her career with the Washoe County School District in Sun Valley at the Lois Allen Elementary School and Desert Skies Middle School.

Vice Chair Severt made a motion to approve nomination for Laura Peterson for 2022 Sun Valley Community Service Award. Treasurer Ortiz seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Discussion and action to approve renewal of Roo Co. Public Relations Service Agreement.

Mr. Melton provided a copy of Ms. Glenn's Roo Co. Service Agreement for renewal. Ms. Glenn provides the District with marketing and public relation services. She is also honoring her current rate of \$1,300.00 per month plus outside media/production costs. Mr. Melton reported staff is requesting approval to renew Roo Co. Service Agreement commencing retroactive to October 1, 2022 through September 30, 2023.

Trustee Rider made a motion to renew Roo Co. Service Agreement for marketing and public relations services as presented by staff. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Review of Park Maintenance job description with action to approve position to become a permanent part-time position paid with ARPA grant funds through December 2023.

Mr. Baeckel provided a job description for a Park and Building Maintenance Technician for review. The job description was amended to include the position is a permanent part-time and is grant-funded. He reported September 22, 2022 the Board of Trustees approved the creation of a part-time Park Maintenance position to assist with maintaining a clean and healthy environment within all the District Parks. This position will be funded by the ARPA

sub grant funds the District will receive from Washoe County. This position will be for the period of October 2022 through December 2023. He reported staff is requesting approval of the amended job description in efforts to proceed with the hiring process.

Treasurer Ortiz inquired if the job description has been reviewed by POOL/PACT. She also commented she would like for the District to find funding to continue the permanent part-time Park and Building Maintenance Technician position after December 2023.

Mr. Baeckel responded the POOL/PACT has reviewed the amended job description.

Vice Chair Severt commented there is a need to have a park maintenance employee year-round, this helps free up our Service Technicians to focus on the District's Water and Sewer system. She appreciates the District staff for being fiscally responsible and finding a funding source for the park position.

Trustee Rider commented the parks represent the District; having well maintained parks helps bring in agencies to hold events and gives the citizens the opportunity to enjoy the outdoors.

Vice Chair Severt made a motion to approve to approve the Park and Building Maintenance Technician as a permanent part-time position paid with ARPA grant funds. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Review and discussion of informal quotes to resurface the Sun Valley Community Park basketball court and walking path; with action to approve Sierra Stripers quote in the total amount of \$82,402.00.

Mr. Baeckel requesting approval to repave the Community Park basketball court and walking path around the soccer field. The scope of work includes repaving, restriping, and installing an asphalt curb on the north side of the soccer field of the path to help keep dirt off the walkway. Staff requested three proposals, but only received two proposals from Apex Grading & Paving in the amount of \$130,219.50 and from Sierra Stripers & Asphalt Paving in the amount of \$82,402.00. Staff is recommending approval of Sierra Stripers & Asphalt Paving. This project will be funded by the ARPA sub grant funds the District will receive from Washoe County. Estimated construction start time is the week of October 24, 2022 and estimated to be a one-week project, depending on weather.

Vice Chair Severt commented this is a good use of the ARPA funds. While the District has done a good job trying to patch it over the years, it is time need of a lot of repair. The walking path is used by so many park users, this will be a big improvement.

Vice Chair Severt made a motion to approve Sierra Stripers & Asphalt Paving proposal in the amount of \$82,402.00 to repave the Community Park basketball court and walking path. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Legal report by Maddy Shipman.

Ms. Shipman reported she will be attending the POOL/PACT Litigation Strategy Meeting October 21, 2022.

Item# 15. Field report by Brad Baeckel.

Mr. Baeckel reported on the following items:

- The District has filled the current vacancy in the field, the new employee starts next week. He also reported the field department just received another vacancy; he hopes to fill it soon.

Item# 16. Manager report by Chris Melton.

Mr. Melton reported on the following:

- He thanked the Board for the opportunity to attend the NACO Conference.
- He wished Treasurer Ortiz a happy birthday on behalf of the District.

Item# 17. Public Comments.

Mr. Neumann commented the District just went through a lot of hiring several months ago and inquired if the hiring is for the 5 Ridges project or is the District losing employees.

Item# 18. Board Comments.

Trustee Rider thanked the Board for allowing him the opportunity to attend the NACO Conference. It was very informative and he also witnessed attendee's statements and questions being used during the session; he appreciated this because the organization is sharing others challenges and successes. The conference was held at multiple venues; it gave the opportunity to different parts of Virginia City.

Treasurer Ortiz commented she really liked the different venues selected for the NACO Conference.

Vice Chair Severt commented she appreciated NACO staying true to this year's conference theme, Virginia City, attendees received a flask as a thank you gift. She also commented that one of her co-workers shared with her, that she received an invitation to get her American citizenship on November 4, 2022. Her co-worker's proudest moment was taking the citizenship test in English, this is her second language. Ms. Severt was honored that her co-worker shared this information with her.

Item# 19. Future Agenda Items.

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

- Community Service Award Presentation
- Photo Contest Presentation
- Review of Petition Activity Resolution
- Review of Advertising Policy
- Possible review of amended Service Technician Entry-Level Job description

Item# 20. Adjournment.

Secretary Barstow made a motion to adjourn at 6:37 pm. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on October 27, 2022
Minutes Prepared by: Jennifer Merritt, Administrative Assistant