



**Sun Valley General Improvement District  
Board Meeting Minutes of  
October 25, 2018**

**Board Members Present:**

Sandra Ainsworth	Chair
Susan Severt	Vice Chair
Joseph Barstow	Secretary
Carmen Ortiz	Treasurer
Garth Elliott	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
Maddy Shipman	SVGID, Legal Counsel

**Other Members Present:**

Linda Elliott	Audience
Michael Rider	Audience
Glenda Walls	Audience
Jim Severt	Audience
Lindsay Judd	Candidate, Washoe County Commissioner District 5
Sarah Mahler	Washoe Dems
Art Brunda	Family Classics Car Club
John Crabtree	Reno BattleBorn BMX
Emily Loftus	Summit Christian Church
William Highline	Sun Valley Cal Ripken
Ray Simon	Hobey's Casino
Michael Mandas	Hobey's Casino
Debbie Xavier	Photo Contest Winner
Charina Arevalo	Photo Contest Winner
Tim Arevalo	Photo Contest Winner

**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, Secretary Barstow, and Treasurer Ortiz. A quorum was present.
- Item# 2. Pledge of Allegiance.**  
Led by audience member Mr. Rider
- Item# 3. Public comments for items not on the agenda.**  
Mr. Rider thanked the District for the continued support with the Sun Valley Cal Ripken Baseball League. The League had a successful fall ball season.
- Item# 4. Motion to approve the agenda.**  
*Vice Chair Severt made a motion to approve the agenda. Treasurer Ortiz 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 reported the District Board of Trustees will only have one meeting the months of November and December. Those meetings are scheduled for November 8, 2018 and December 13, 2018. The District will be closed Friday, October 26, 2018 in observance of Nevada Day. He also reported the District Board Room and the Sun Valley Neighborhood Center will be used as voting sites on the General Election November 6, 2018.
- Item# 7. Discussion and action to approve accounts payable and customer refunds for October 25 2018.**  
Treasurer Ortiz gave a brief report of the accounts payable for October 25, 2018.  
  
*Treasurer Ortiz made a motion to approve the accounts payable for October 25, 2018 in the total amount of \$246,832.15. Secretary Barstow seconded the motion. The motion carried unanimously.*  
  
Treasurer Ortiz gave a brief report of the customer refunds for October 25, 2018.  
  
*Treasurer Ortiz made a motion to approve customer refunds for October 25, 2018 in the total amount of \$271.87. Secretary Barstow seconded the motion. The motion carried unanimously.*  
  
There were no public comments.
- Item# 8. Presentation to the 2018 Sun Valley Community Service Award Recipients.**  
The Board of Trustees presented awards to the 2018 Sun Valley Community Service recipients. Hobeys Casino for their continued exemplary contributions to the businesses and residents of the Sun Valley community. Summit Christian Church for their continued dedication and devotion to the Sun Valley community. Sun Valley Cal Ripken Baseball League out of appreciation for their commitment and hard work displaying community pride while representing the Sun Valley community. John Crabtree with Reno Battleborn BMX. Mr. Crabtree has brought so many into the Sun Valley community with the Battleborn BMX program. He goes above and beyond to give the children a fun sport even if they cannot

afford it. He always makes sure kids have what they need. Mr. Crabtree and the Battleborn BMX Team have spent countless hours improving the track and park. They do this because of the love for their community and all it has to offer.

There were no public comments.

**Item# 9. Presentation to the 2018 Sun Valley Photo Contest Winners.**

The Board of Trustees presented prizes to the 2018 Sun Valley Photo Contest Winners. The 2018 Photo Contest Winners are: First Place Winner, Debbie Xavier for her picture of a Morning White Crowned Sparrow. Second Place Winner, Charina Arevalo for her picture of a Fiery Sunset. Third Place Winner, Tim Arevalo for his picture of a Birds Eye View of Sun Valley.

There were no public comments.

Trustee Elliott arrived at 6:15pm

**Item# 10. Presentation by Emily Loftus with Summit Christian Church regarding future projects for the Sun Valley community beyond par and school cleanups with possible direction to staff.**

Emily Loftus, Outreach Coordinator with Summit Christian Church works with various agencies throughout the community in efforts to help give back to communities in need. Last year Summit Christian Church partnered with Sun Valley Elementary School and donated \$3,000 to first year teachers to offset cost to assist with setting up classrooms. Volunteers from Summit Christian Church also assisted with Sun Valley Elementary School Back to School Night, as well as, donated over 300 winter coats. Ms. Loftus also reported Summit Christian Church partnered with the District and provide an organized cleanup at the Sun Valley Community Park. With the efforts of over 600 volunteers, they were able to remove brush from the back at Sun Valley Community Park and perform trash removal throughout the park. This cleanup event was a huge success and each volunteer received an "I Love Sun Valley" tee-shirt and a free barbeque out of appreciation. She also thanked Keep Truckee Meadows Beautiful for their partnership with the cleanup; they donated necessary tools and resources for the community event. She stated Summit Christian Church would like to partner with the District in May of 2019 to provide another organized community project and requested for project ideas for consideration.

Mr. Melton stated Summit Christian Church has been a huge benefit to the District. The cleanup that they were able to do in one day would have taken the District month's to perform. He stated District staff have been discussing several projects for consideration and would like to meet with Summit Christian Church to discuss potential projects and events for next year.

Vice Chair Severt thanked Summit Christian Church for everything they have done for the Sun Valley community. She invited Summit Christian Church veteran church members and their families to attend the Sun Valley Veteran Celebration Event on November 10, 2018 at the Sun Valley Neighborhood Center.

There were no public comments.

**Item# 11. Presentation by Family Classics regarding the 2018 Sun Valley Car Show.**

Art Brunda with Family Classics Car Club gave a brief report regarding the 2018 Sun Valley Car Show. The Car Show was a huge success. He stated it took a lot of work and organizing efforts on the car club and the District since the event was put together within one month. Family Classics Car Club was able to raise \$874 that they would like to donate to the Sun Valley Cal Ripken Baseball League. Mr. Brunda reported Family Classics Car Club would like to host another car show in Sun Valley next summer and will have a better idea of organizing and scheduling for the next car show. He had heard positive comments from all the patrons. He thanked the District for the opportunity to partner with them and to provide the Sun Valley community a free car show for all to enjoy. Mr. Brunda requested to be placed on the next agenda to formally present Sun Valley Cal Ripken Baseball League proceeds from the car show.

The Board of Trustees and staff all thanked the Family Classic Car Club for a successful event for the Sun Valley community.

There were no public comments.

**Item# 12. Discussion and consideration regarding the 2019 Legislative Session.**

Mr. Combs reported the District received two lobbying proposals and both representatives, Holland and Hart and Foster Consulting gave a presentation at the last meeting. Holland and Hart's proposal was \$18,000 for session only and Foster Consulting proposal was \$22,000 for session only. Mr. Combs reported staff will monitor all the Bill Draft Requests, but he feels as though the District should have representation during the 2019 Legislative Session.

Trustee Elliott reported his opinion hasn't changed; he will not be supporting the request for a lobbyist. He believes the District has other opportunities that have not been considered for potential representation during the Legislative Session that won't cost the District \$22,000 or \$30,000. He still has yet to receive any justification of the savings and/or benefits from the last \$56,000 the District spent on a lobbyist for the last two year term when the District paid for a lobbyist.

Treasurer Ortiz stated she does not want to spend the money, but she is more afraid of what could happen if the District does not have representation. She would recommend Holland and Hart for their existing knowledge of the District's needs.

Secretary Barstow agrees with Treasurer Ortiz comments. He stated staff does not have the time to track and continue to follow all the bills. He is comfortable paying experienced agencies for their services to protect the District. At the last meeting there was some discussion regarding pooling with other general improvement districts and utilizing one lobbyist for representation. After hearing everyone's comments and testimony's he agrees the District should obtain its own representation.

Chairperson Ainsworth stated it's been a long time since the District contracted for a lobbyist. Last session prior General Manager, Darrin Price, Jennifer Merritt and Maddy Shipman registered as the District's lobbyist. When the District contracted with Fred Hillerby he saved the District a considerable amount of money multiple sessions. She recommends Holland and Hart if the board would like to consider contracting a lobbyist for this upcoming session. The District already has a relationship with Holland and Hart and they are very aware of the needs of the District and the Sun Valley community.

Ms. Shipman stated having been a lobbyist in prior years; there is nothing to substitute for having representation at the Legislature full time, especially and the end of the session. She can't speak of the savings the District has received, but Mr. Hillerby did great work for the District regarding Nevada Revised Statute 318 regarding disbandment of general improvement districts. Last year there were not a lot of bills that were of critical need, the District was able to track the various bills and act accordingly. She stated this year there is going to be a lot of bills of concern that have potential critical impacts to general improvement districts. She recommends the District consider a contracted lobbyist this upcoming session.

Vice Chair Severt stated she is in favor of contracting a lobbyist this session to protect the District. She would also like to take this opportunity for the experienced lobbyist to train District staff the important components as a lobbyist for future sessions. She too cannot provide a dollar amount of savings from past lobbyists, but she can say that Mr. Hillerby saved the District from potentially being dissolved. He also represented the District and was able to secure seats on various boards to protect the District. This may not have been a noticeable savings, but over time, it most likely saved the District potentially thousands of dollars. She strongly believes there is a need for representation during the Legislative Session before any bill is sent to the Assembly and Senate floor. She too would like to see Holland and Hart as the District's lobbyist based on their experience with other utilities and having a long term relationship with the District.

Additional discussion ensued regarding the need for a lobbyist for the District.

Audience member Mr. Rider commented it is extremely important to network with various people and agencies during the Legislative Session. As a District customer he would like representation at the upcoming session.

Audience member Mr. Crabtree commented he has experience as a registered lobbyist. He stated it is instrumental having representation at the Legislative Session monitoring bills. A lot of networking is performed in the halls of the Legislative building, during coffee breaks and over meals. It is important for the District to have representation to protect the Sun Valley community and District.

**A. Possible action to approve a lobbyist to represent the Sun Valley General Improvement District.**

*Vice Chair Severt made a motion to approve Holland and Hart proposal for \$18,000 as the District's lobbyist for the 2019 Legislative Session (January thru June). Treasurer Ortiz seconded the motion. The motion carried by the following:*

*Yea: Treasurer Ortiz, Secretary Barstow, Vice Chair Severt and Chairperson Ainsworth  
Nay: Trustee Elliott*

**B. Possible action to approve augmenting the 2018/2019 Sun Valley General Improvement District budget for a lobbyist.**

Mr. Combs reported the District has the money to cover the expense for a lobbyist; the concern is, when developing and approving the District 2018/2019 fiscal year budget there was no money applied to the line item designated for a lobbyist. As reported before, staff was unaware at the time of the prior General Manager retiring. He stated the District does not have to augment the budget formally tonight, but will have to augment in the spring of 2019. Mr. Combs stated Holland and Harts proposal is for \$18,000, but he requested for the Board

to approve \$20,000 for the lobbyist expense. The additional amount will cover the cost for him, Mr. Melton and Ms. Shipman to register as lobbyist and attend the session to obtain the training as suggested. He and Ms. Shipman will provide session updates during District board meetings.

*Vice Chair Severt made a motion to augment the District's 2018/2019 fiscal year budget to add \$20,000 to the District's line item reserved for a lobbyist. Secretary Barstow seconded the motion. The motion carried by the following:*

*Yea: Treasurer Ortiz, Secretary Barstow, Vice Chair Severt and Chairperson Ainsworth  
Nay: Trustee Elliott*

**Item# 13. Update regarding selling promotional Sun Valley General Improvement District items with possible direction to staff.**

Mr. Combs reported counsel investigated whether or not the District could sell promotional merchandise. It has been determined the District can sell promotional items. Staff inquired what funds would be used to offer this program, water, sewer or recreation. Trustee Elliott had suggested he wanted to offer promotional merchandise in efforts to increase the revenue in the recreation fund. The other item for consideration is the location of selling merchandise. Mr. Combs stated he is not in favor of selling merchandise in the front lobby. The front lobby has zero space to set up a display and it would be a distraction when staff is trying to assist customers with inquiring and/or paying their bills. There are a lot of other variables to take in consideration, inventory, type of product, staffing, and accounting.

Treasurer Ortiz commented she would like to ask the audience members if they would be interested in purchasing District swag, if the consensus is no, she does not see the need to discuss the item any further.

Trustee Elliott stated he suggested the idea of selling promotional items because he can provide proof that selling promotional items can be a source of revenue. He helped start the Friends of Black Rock and they started selling merchandise with two tables. Today the Friends of Black Rock has its own web page with pages of various merchandise promoting Black Rock and Burning Man. There is also a store front in Gerlach that sells the merchandise. If it can work for them it can work for the District. He suggested purchasing several items and selling them at the Sun Valley Pool to help increase the District revenue. There a lot of online companies that will allow for a company to purchase low quantities to save on overstock.

Secretary Barstow inquired with Ms. Merritt how many years did the District sit on the inventory of the coffee mugs and Frisbees.

Ms. Merritt responded the District still has coffee mugs in inventory from several years ago. She stated if the intent is to reward District customers, she suggested the District purchase promotional swag and hand it out at events like in years past. There is no space available in the District's front lobby, pool lobby or even at the Gepford Concession stand.

Vice Chair Severt agrees with Trustee Elliott, it would be nice to offer a couple of items to promote the District. She suggested purchasing tote bags or a towel to be sold at the pool. The important component is offering affordable pricing on any merchandise. There a lot of online companies that will allow for a company to purchase low quantities including shipping product for its customers. She believes if one person purchases an item, others will too.

Treasurer Ortiz commented she is not opposed of promotional merchandise, but she is not in favor of over burdening the staff. She is against selling an item to customers for \$8 or \$10.

Audience member Mr. Crabtree commented he would purchase a piece of merchandise because he likes to support the Sun Valley community. However, having hands on experience with the Reno Rodeo and the Nevada State Fair, getting involved with selling promotional goods is a labor intensive job. He still has difficulties selling promotional items at the Reno Battleborn BMX Track. There are so many things to consider, product, quantity, pricing, someone to purchase, inventory, returns and bookkeeping. He has a lot of merchandise sitting on the shelf because it's not a popular size. He suggested setting aside funds to purchase a product that can be given away to each customer as an appreciation gift. Mr. Crabtree also commented no disrespect to Trustee Elliott and the District. Sun Valley is not a destination nor is it an event like Black Rock / Burning Man. He stated he appreciates the willingness to spread community pride and the District could do that with giveaways.

Audience member Mr. Rider commented the Sun Valley Cal Ripken Baseball League sales merchandise and he agrees, it can be overwhelming at times, but it also can be very rewarding. He is in support of spreading the word regarding community pride for Sun Valley.

Audience member Mr. Severt suggested coming up with a company logo, potentially have a logo design contest to be placed on the merchandise. It would involve the community and promote community pride. Items could be sold at the District office and potentially at the pool.

Mr. Combs requested direction from the board if they would like to proceed with the consideration of selling promotional items. He stated once again he is not in favor of selling anything from the District front lobby. Merchandise can be sold at the Sun Valley pool, keep in mind the pool is only open two months out of the year. He suggested picking one or two items for trial purposes and see how well they sell at the pool. Items could be sold under concessions.

After further discussion staff was directed to research several items for consideration to be sold at the Sun Valley Pool as a pilot program.

**Item# 14. Update regarding District's approve capital improvement project Sensus Analytics software upgrade.**

Ms. Dowling gave a brief update regarding the District's capital improvement project Sensus Analytics Software Upgrade. Next week a meeting is scheduled with Sensus, Springbrook, Erlach Computer Consulting and staff to discuss the logistics of implementing the software upgrade. This project has already been budgeted for in the approved 2018/2019 fiscal year budget. This project will be updating the meter reading software in efforts to making meter reading more efficient in conjunction with the District's billing system. Staff anticipates the upgrade taking place within the next several months.

There were no public comments.

**Item# 15. Legal report by Maddy Shipman.**

None

**Item# 16. Field report by Chris Melton.**

Mr. Melton reported on the following items;

- Field staff will begin winterizing the parks next week. The pool pump house has already been winterized.
- 101 Lacrosse has been permitted to use the Sun Valley Skate Rink Tuesday for practices thru November.

**Item# 17. Office report by Erin Dowling.**

Ms. Dowling reported on the following items;

- Staff completed the Garbage Assistant Program renewals. The District was able to sign up more District customers on the various assistance programs. Staff recently promoted the various programs through the District's website, front lobby and Facebook page.
- The Sun Valley Veteran Appreciation Event is scheduled for November 10, 2018 at the Sun Valley Neighborhood Center. She has received confirmation from seven agencies that will be on site to provide information regarding resources available for veterans. The event has been advertised on the District's website, front lobby, Facebook, Hobey's Casino, mailer and through the Sun Valley Churches.

**Item# 18. Manager's report by Jon Combs.**

Mr. Combs reported on the following items;

- Final completion of the Middle School Water and Sewer Projects are close to being completed. All inspections and testing have been performed by all agencies. Sierra Nevada Construction will be submitting their last invoice for these projects. The District will be holding 5% retention to ensure all subcontractors have been paid. He also stated that Washoe County School District has reimbursed the District 80% of the project expenses as of today.
- Truckee Meadows Water Authority will be hosting an Open House on November 8, 2018 to discuss the potential use of funds collected through their Meter Retrofit Program. Truckee Meadows Water Authority would like to consider repurposing those funds for another program.
- On behalf of the District, he wished Treasurer Ortiz a Happy Birthday.

**Item# 19. Public Comments.**

Mr. Crabtree with Reno Battleborn BMX gave a brief update regarding the BMX Track. He is pleased to announce that the track will remain open through fall weather permitting. They continue to get new patrons who would like to get involved with the sport. He would like to have future discussion with the District regarding improvements with the track and park. He thanked District staff for all their help.

Lindsay Judd commented she is a candidate for Washoe County Commission District 5. She stated she really appreciates the community pride in Sun Valley. She would like to get involved with Sun Valley and be a part of the community pride and be able to provide additional resources to the residents of Sun Valley.

**Item# 20. Board Comments.**

Vice Chair Severt reported Early Voting is available in Sun Valley at the Sun Valley Neighborhood Center. She is concerned Sun Valley will lose its early voting site in the future years by the lack of early voters in Sun Valley due to the omission in advertising Sun Valley as a site. She also commented on the illegal activity that has been going on in our nation against our elected representatives. Her concern is having tough conversations with the



people and having an individual potentially copying what others due to harm individuals. She encouraged everyone to stay vigilant and report anything that has the potential to harm anyone.

Trustee Elliott reported the Middle School project is coming along. He is amazed with the amount of work that has been done in a short amount of time. He encouraged everyone to drive by and see the progress.

Treasurer Ortiz commented Truckee Meadows Water Authority had on their agenda discussion regarding rates, but later removed the item for discussion. She attended the meeting and spoke under public comments to request for Truckee Meadows Water Authority not to raise rates. She also reminded the District audience that the Washoe County Master Plan Survey is still available for anyone to participate and give input. The survey is located on the Washoe County website.

Secretary Barstow thanked Mr. Combs and staff for always being able to assist customers even if it is non District related issue. Staff either finds the answers or directs the customer where to go for additional resources.

**Item# 21. Future Agenda Items.**

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

- Discussion regarding billing statement revision
- Presentation by Family Classics Car Club to the Sun Valley Cal Ripken Baseball League
- Continuation of possible selling of promotional merchandise (future)

Vice Chair Severt requested an update regarding the District's Safety Committee.

**Item# 22. Adjournment.**

*Secretary Barstow made a motion to adjourn at 7:56 pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on November 8, 2018.

Minutes Prepared by:  
Jennifer Merritt, Administrative Assistant