



Sun Valley General Improvement District Board Meeting Minutes of December 12, 2019

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:

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

Other Members Present:

William Gilbert	Audience
Kelly Glenn	Roo Co.
Nadia Noel	UNR Cooperative Extension

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; Chairperson 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. Gilbert briefly commented on the Great West Stock Market and alternative water supply that is full of nutrients.

Item# 4. Motion to approve the agenda.

Vice Chair Severt made a motion to approve the agenda. Secretary Barstow 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 District office will close at 1pm on December 24, 2019 and is closed December 25, 2019 in observance of Christmas. The District office will also be closed January 1, 2020 in observance of New Year's. He also reported the Western Regional Water Commission meeting has been canceled for December.

Item# 7. Discussion and action to approve accounts payable for November 28, 2019.

Trustee Rider gave a brief report of the accounts payable, customer refunds and payroll checks for November 28, 2019.

Trustee Rider made a motion to approve the accounts payable for November 28, 2019 in the total amount of \$278,050.75. Secretary Barstow seconded the motion. After discussion the motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve account payable for December 12, 2019.

Trustee Rider gave a brief report of the accounts payable, customer refunds and payroll checks for December 12, 2019.

Trustee Rider made a motion to approve the accounts payable for December 12, 2019 in the total amount of \$547,019.37. Vice Chair Severt 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 November 14, 2019.

Vice Chair Severt made a motion to approve the Board Meeting Minutes of November 14, 2019 as submitted. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Presentation by University of Nevada Cooperative Extension regarding Radon with motion to approve Radon Proclamation proclaiming January National Radon Action Month.

Nadia Noel with University of Nevada Cooperative Extension gave a brief presentation regarding Radon. Ms. Noel reported this will be the twelfth year UNR Cooperative Extension has partnered with Sun Valley General Improvement District. Radon is a colorless, odorless, and tasteless naturally occurring radioactive gas. Radon is a decay product of uranium, a common element in soil, rock and water. Radon causes approximately 21,000 lung cancer deaths per year in the U.S. and is the leading cause of lung cancer among non-smokers. Nevada has collected Radon data since 1989. University of Nevada Cooperative Extension is offering free test kits from January 1, 2020 through February 29, 2020 to all Nevada residents and \$10 for out of state residents. Sun Valley General Improvement District will be listed as a distribution site for kits. University of Nevada Cooperative Extension is also offering several Radon presentations throughout Washoe County. She reported more

information on Radon is available on the Radon website www.RadonNV.com. Individuals can also call 1-888-RADON10 (888-723-6610) to order a Radon test kit.

Audience member Mr. Gilbert inquired if there is an electronic detector to warn individuals of Radon.

Ms. Noel responded there are various types of plug-in or battery operated devices that can be used to help detect Radon year round.

Vice Chair Severt made a motion to adopt the Radon Proclamation and proclaim January 2020 National Radon Action Month. Trustee Rider seconded the motion. The motion carried unanimously.

After further discussion the motion carried unanimously.

Item# 11. Presentation by Kelly Glenn with Roo Co. regarding the District's 2020 Winter Newsletter with action to approve.

Ms. Glenn with Roo Co. provided a copy of the final draft of the District's 2020 Winter Newsletter. She stated she gave the newsletter a new look and theme each issue as appropriate. To start the new year, the winter newsletter's theme is Congratulations; the District had a lot of positive attention last year and wanted to highlight the District accomplishments, Board of Trustees, staff and District customers and organizations that helped make 2019 a huge success.

Vice Chair Severt requested to increase the font size and photo's to make it more visually appealing. She also requested to add a new article regarding Radon Action Month.

Chairperson Ainsworth concurred with Vice Chair to increase the font size to make it easier to read.

Audience member Mr. Gilbert inquired if the Pipeline was related to water or gas.

Ms. Glenn responded the "Pipeline" is the title of the District's newsletter. The newsletter recaps the District's last quarter business, and provides customers with important information including upcoming meeting and events dates.

After some discussion Secretary Barstow made a motion to approve the District's 2020 Winter Newsletter as submitted including edits requested by Vice Chair Severt. Trustee Rider seconded the motion. The motion carried unanimously.

Item# 12. Review and action to approve Washoe County Registrar of Voters Declaration assuring the Sun Valley General Improvement District's boundaries for the upcoming 2020 election.

Mr. Combs reported the District is in receipt of the District's service boundary map provided by Washoe County Registrar of Voters for the upcoming 2020 election. Staff has reviewed the map and has confirmed that it is accurate; it includes all parcels within the District's service boundary with the exception of the new Desert Skies Middle School. The middle school will not affect the election process.

After review of the map Vice Chair Severt made a motion to adopt the Washoe County Registrar of Voters Declaration assuring the Sun Valley General Improvement District's boundaries are accurate for the 2020 elections. Trustee Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Review and action to approve 2020 meeting schedule.

Mr. Combs stated staff is requesting to continue the Sun Valley General Improvement District Board of Trustees 2020 board meetings to be held on the second and fourth Thursday of each month with the exception of November and December due to the holidays; unless the Board of Trustees want to consider reducing the meeting schedule to one meeting a month.

Trustee Rider stated he would like to continue holding two meetings a month; this provides the opportunity for the public to attend.

Vice Chair Severt stated she would like to continue with two meetings a month including having the opportunity to schedule any additional meetings as needed.

Secretary Barstow made a motion to approve the Sun Valley General Improvement District Board of Trustee 2020 meeting schedule meeting on the second and fourth Thursday of each month with the exception of November and December. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Election of officers for 2020.

Mr. Combs reported Treasurer Ortiz has requested to continue as the Treasurer.

After some discussion Vice Chair Severt made a motion to carry the present Board of Trustee Officers to 2020. Trustee Rider seconded the motion.

Audience member Mr. Gilbert inquired if the officer positions are Washoe County Officers.

Chairperson Ainsworth responded the officer positions the District is considering are positions for the Sun Valley General Improvement District only.

After discussion the motion carried unanimously.

Item# 15. Legal report by Maddy Shipman.

None

Item# 16. Field report by Chris Melton.

Mr. Melton reported on the following items;

- He reported the new Gepford playground equipment installation has been completed. He also reported staff has been pruning the shrubs at Gepford Park to help prevent trash accumulation and unwanted activities.
- He reported the pool pump building has been re-roofed and thanked Commissioner Jung for her generous donation.

- He reported the contractor onsite for the new high school at the Wild Creek Golf Course has videoed the District's sewer interceptor to confirm no additional damages occurred after a manhole was damaged. The District will be receiving a copy of the video and a full detail report of the incident for our records.

Item# 17. Manager report by Jon Combs.

Mr. Combs reported on the following items;

- He reported District representative Fred Schmidt was on vacation when the Truckee Meadows Water Authority Standing Advisory Committee was electing committee officers. He reported Mr. Schmidt had notified the District of his intentions to retire this coming year. Mr. Schmidt has agreed to train Mr. Melton to act as the District's representative replacement for the Standing Advisory Committee. This will be on the next agenda for formal discussion.
- He reported the District has been in discussion with a new development 5 Ridges. This development is located off Highland Ranch Parkway. The District has been asked to provide water service only for 1,216 single family subdivision; the City of Sparks will be providing sewer, garbage, and parks. Shaw Engineering has already performed a water model for this project and District staff has met with Washoe County Health Department. The new development will provide a benefit to the District and its customers; the development will be responsible for multiple necessary upgrades to the District's infrastructure. This will require an annexation into the District's service boundary for water only and an Interlocal Agreement with the City of Sparks for servicing the area.

Item# 18. Public Comments.

Audience member Mr. Gilbert briefly commented January 15, 2020 City of Reno will be discussing nominations awarding individuals identifications.

Item# 19. Board Comments.

Vice Chair Severt reported AmeriCorps is proceeding forward with sidewalk projects in Sun Valley. The AmeriCorps is working with a group of high school and college students; the group will be focusing on sidewalk improvements on Sidehill Dr. near Esther Bennett Elementary School. The intent of this group of students in partnership with AmeriCorps is to improve pedestrian safety.

Mr. Rider wished everyone happy holidays. He thanked staff for all their hard work and looks forward to working with and representing the District next year.

Chairperson Ainsworth wished everyone a Merry Christmas and Happy New Year.

Item# 20. Future Agenda Items.

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

- Appointment of District Representative for the Truckee Meadows Water Authority Standing Advisory Committee.
- Consideration of debt consolidation for the City of Sparks loan.
- Formal approval of District's Workers Comp Insurance renewal.
- Review of District credit card fees.
- Consideration to approve request of Washoe County Registrar of Voters use of the Sun Valley Neighborhood Center for the upcoming 2020 elections.
- Review of the 2020/2021 Ad valorem Tax percentage collected by Washoe County Treasurer

Secretary Barstow requested an update from District staff and BMX Track Operator, Ms. Daly regarding the BMX program and lease agreement.

Item# 21. Adjournment.

Secretary Barstow made a motion to adjourn at 6:44pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on January 09, 2020.

Minutes Prepared by:
Jennifer Merritt, Administrative Assistant