



Sun Valley General Improvement District Board Meeting Minutes of December 13, 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:

Michael Rider	Audience
Susan Howe	UNR Cooperative Extension
Nadia Noel	UNR Cooperative Extension

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

Item# 2. Pledge of Allegiance.

Led by Ms. Dowling

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

None

Item# 4. Motion to approve the agenda.

Chairperson Ainsworth requested to amend the agenda to include a moment of silence in honor of Vicky Maltman who was known for advocating for Sun Valley and Washoe County.

Treasurer Ortiz made a motion to approve the agenda as amended. Trustee Elliott 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 on the District's holiday schedule; the District office will close early on December 24, 2018 at 1pm and will be closed on December 25, 2018 in observance of Christmas. The District will also be closed January 1, 2019 in observance of New Year's. He reported both Sandra Ainsworth and Susan Severt are scheduled to participate in the January 7, 2018 Swearing-In Ceremony held at Washoe County. He reported Truckee Meadows Water Authority unanimously approved to defer the approved rate increase for 2019 until 2020.

Trustee Elliott reported on various activities. He reported the Washoe County Senior Advisory Group expressed their concerns to Washoe County regarding the lack of services that were once provided by Regional Transportation Commission and future service reductions. He reported on the illegal dumping on Quartz Lane and the controversy regarding ownership of the property that is being used for dumping. He expressed concern regarding the access road to the pit located on Highland Ranch Parkway. The pit it is open to the public and has the potential of being used for illegal dumping. Washoe County Commissioners are considering a trust fund to assist with affordable housing. He also reported he is a member of an action committee regarding new development. The action committee meets to discuss their concerns regarding future developments on or near wetlands/flood zones that are being approved throughout the Washoe County area. If anyone is interested in being part of the action committee to contact Commissioner Herman. He also reported Commissioner Herman is researching the feasibility of incorporating Sun Valley into an incorporated city. He encouraged citizen envelopment with ongoing Washoe County Commission Meetings. Lastly he reported Ms. Maltman's funeral will be held in January at the Northern Nevada Veterans Memorial Cemetery.

Chairperson Ainsworth reported she attended the Truckee Meadows Water Authority meeting and she was interested in the Verdi community that are experiencing low pressure from their wells and they claim it is due to Truckee Meadows Water Authority pumping water. Truckee Meadows Water Authority is evaluating the claims and will take measures to try and recharge the area. She reminded the audience that Sun Valley has several areas that still operate on wells and will continue to monitor the Verdi topic.

Item# 7. Discussion and action to approve accounts payable and customer refunds for November 28, 2018.

Treasurer Ortiz gave a brief report of the accounts payable for November 28, 2018.

Treasurer Ortiz made a motion to approve the accounts payable for November 28, 2018 in the total amount of \$318,866.18. Vice Chair Severt seconded the motion. The motion

carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for November 28, 2018.

Treasurer Ortiz made a motion to approve customer refunds for November 28, 2018 in the total amount of \$993.03. Trustee Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 8. Discussion and action to approve accounts payable and customer refunds for December 13, 2018.

Treasurer Ortiz gave a brief report of the accounts payable for December 13, 2018.

Treasurer Ortiz made a motion to approve the accounts payable for December 13, 2018 in the total amount of \$89,907.53. Trustee Elliott seconded the motion.

During discussion Trustee Elliott wanted it on the record that he is not in favor of the new payable report breaking up the payables into the appropriate individual funds; it makes it difficult to read.

Mr. Combs reported the Board signed three additional checks not reflected on the payables report that was approved, but they will be listed on the January 10, 2019 payable report. He also reported the District will be paying for all garbage subsidies by check and no longer paying them with a District credit card.

The motion carried unanimously.

Treasurer Ortiz gave a brief report of the customer refunds for December 13, 2018.

Treasurer Ortiz made a motion to approve customer refunds for December 13, 2018 in the total amount of \$1,105.01. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 9. Discussion and action to approve Board Meeting Minutes of November 08, 2018.

Vice Chair Severt made a motion to approve the Board Meeting Minutes of November 08, 2018 as submitted. Treasurer Ortiz 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 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. She stated 6.7% of homes tested have elevated radon

concentrations in Washoe County. University of Nevada Cooperative Extension is offering free test kits from January 1, 2019 through February 28, 2019 to all the residents in the State of Nevada. Sun Valley General Improvement District is 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.

Mr. Combs reported the District has partnered with University of Nevada Cooperative Extension for eleven years in efforts to help bring awareness to Radon. The District is pleased to assist with distributing test kits and direct customers where to find more information regarding Radon.

Chairperson Ainsworth read into the record the Proclamation Declaring January 2019 as "National Radon Action Month" in Sun Valley, Nevada.

Vice Chair Severt made a motion to adopt the Radon Proclamation and proclaim January 2019 National Radon Action Month. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Discussion and motion to approve renewal of Sun Valley General Improvement District Workers Comp Insurance.

Mr. Combs provided a proposal submitted by Alpine Insurance for the District's Workers Compensation Insurance. The renewal proposal premium for the calendar year 2019 is \$10,144.00, a hundred dollar decrease from this year's premium. Staff is requesting approval to renew the District's Workers Compensation Insurance as presented.

Vice Chair Severt made a motion to approve Alpine Insurance proposal for Workers Compensation Insurance for the calendar year 2019 in the total amount of \$10,144.00. Trustee Elliott seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Election of officers for 2019.

Carmen Ortiz nominated Sandra Ainsworth for Chair. Susan Severt seconded the nomination. The nomination carried unanimously.

Sandra Ainsworth nominated Susan Severt for Vice Chair. Carmen Ortiz seconded the nomination. The nomination carried unanimously.

Sandra Ainsworth nominated Garth Elliott for Secretary. Joseph Bartow seconded the nomination. The nomination carried unanimously.

Sandra Ainsworth nominated Carmen Ortiz for Treasurer. Joseph Bartow seconded the nomination. The nomination carried unanimously.

There were no public comments.

Item# 13. Review and action to approve 2019 meeting schedule.

Mr. Combs stated staff is requesting to continue the Sun Valley General Improvement District Board of Trustees meetings be held on the second and fourth Thursday of each month with the exception of November and December due to the holidays.

Trustee Elliott made a motion to approve the Sun Valley General Improvement District Board of Trustee 2019 meeting schedule. Treasurer Ortiz seconded the motion. The motion carried unanimously.

Item# 14. Discussion and action to nominate a Sun Valley General Improvement District Trustee as a representative to the Washoe County Debt Management Commission for two year term.

Trustee Elliott made a motion to nominate Sandra Ainsworth as the representative for the General Improvement District's for Washoe County for the Washoe County Debt Management Commission. Vice Chair Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Discussion and possible action to approve General Manager authorization to carry over into 2019, or be paid for, 22 hours of accrued annual leave beyond the 240 annual limit per year as provided in the Personnel Manual Section 5.2.1.

Mr. Combs respectfully requested to carry over 22 hours of accrued annual time from 2018 to 2019. He stated he intends using those hours the first week of January.

Chairperson Ainsworth stated Mr. Combs was promoted to General Manager in 2018 and has been doing a great job. Mr. Combs has had a lot to learn which has restricted the use of his personal time. She recommends approval.

Trustee Elliott made a motion to approve Mr. Combs request due to adverse circumstances. Secretary Barstow seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Legal report by Maddy Shipman.

Ms. Shipman reminded trustees that all District related emails that are forward to personal emails accounts should be filed in a District folder. Whenever possible when responding to an email always forward a copy to the svgid.com account for archiving purposes.

Item# 17. Field report by Chris Melton.

Mr. Melton reported on the following items;

- 5081 Prosser rental has become vacant, field staff will be preparing it to put back on the market this spring.
- Juniper Terrace tank is currently offline while identified repairs are made, estimate work schedule is two months.
- District staff will be obtaining First Aid and CPR training January 14th and 15th, all board members are invited to attend the training.

Item# 18. Office report by Erin Dowling.

Ms. Dowling reported on the following items;

- Veterans Day Event was a success. She thanked Washoe County for all of their assistance with the event and promoting the event; the events attendance was one of the highest attended veteran events.
- District implemented the recently approved revised billing statement that also includes the approved sewer minimum charge; revised billing statement started with cycle 1 billing.
- December begins the winter evaluation period.
- She wished everyone a Merry Christmas.

Item# 19. Manager's report by Jon Combs.

Mr. Combs reported on the following items;

- He and Mr. Melton met with Washoe County Health and State of Nevada Division of Environmental Protection regarding the District's request for water project waiver for single lot development within the District's existing service boundary. State of Nevada Division of Environmental Protection is researching existing and new guidelines; the District may be exempt from having to request for a waiver.
- He congratulated Chairperson Ainsworth for recently obtaining her Certified Public Official Certification.

Item# 20. Public Comments.

Mr. Rider commented the Sun Valley Cal Ripken Babe Ruth president Bonnie Daily resigned. The new president, William Highline, he will serve a two year term. The league is scheduled to start promoting spring registration as early as January. The league would like to display a temporary registration banner at the Sun Valley Community Park.

Reverend Joseph Barstow acknowledged Sun Valley Appliance business. They assisted HOPE Church of Nazarene when the heater went out the same day of a service. Sun Valley Appliance donated their time and material.

Item# 21. Board Comments.

Vice Chair Severt reported Washoe County School District will be hosting a collation at the Sun Valley Neighborhood Center December 18, 2018 at 8:30 am to promote the importance of school attendance. There will guest speakers from various agencies and various elected officials. She commented on the Quartz Lane dumping site, it is a legal matter at this time regarding ownership of the three parcels. The parcels originally belonged to Robert and Norma Fink but were deeded to Washoe County as easements. At some point the parcels were deeded back to Robert and Norma Fink after they both passed. She wished everyone Happy Holidays.

Chairperson Ainsworth commented on the Quartz Lane dumping site. The site is three small parcels that were deeded to Washoe County as easements. Washoe County Commissioners have committed resources to clean up the site while the investigation continues who the legal owner is. She thanked Mr. Combs for his assistance with the removal of the illegal RV Trailer on Sun Valley Boulevard. She also announced Western Regional Water Commission and Northern Nevada Water Planning Commission legal counsel, Mr. Rhodes announced his retirement.

Treasurer Ortiz wished everyone a Merry Christmas and Happy Holidays.

Secretary Barstow thanked the District for the opportunity to participate in the Veterans Day Event. He thinks this year's event was the best event so far.

Trustee Elliott stated the Sun Valley business is growing. He is happy to see a lot of vacant buildings schedule to open soon with various business types.

Item# 22. Future Agenda Items.

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

- Approval of the 2019 winter newsletter
- Request by Washoe County Regional Animal Services for waiver of park rental fees
- Possible legislature information
- Possible water right dedication to Truckee Meadows Water Authority for record archiving purposes.

Trustee Elliott requested a future update from Reno Battleborn BMX

Item# 23. Adjournment.

Secretary Barstow made a motion to adjourn at 7:03 pm. Chairperson Ainsworth seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on January 10, 2019.

Minutes Prepared by:
Jennifer Merritt, Administrative Assistant