



Sun Valley General Improvement District Board Meeting Minutes of October 09, 2025

Board Members Present:

Susan Severt	Chairperson
Michael Rider	Vice Chair
Mark Neumann	Treasurer
Mark Dunn	Trustee

Board Members Not Present:

Carmen Ortiz	Secretary (conference)
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Staff Present:

Brad Baeckel	SVGID, Public Works Director
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Richard Barnet	Public Audience
Trista Gomez	Public Audience
Cindy Leslie	Public Audience
Mike Revty	Public Audience
Heidi Soper	Public Audience
Glenda Walls	Public Audience
Kelly Glenn	Roo Co.

The meeting of the Sun Valley General Improvement District was called to order by Chairperson Severt at 5:32 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, Vice Chair Rider, Treasurer Neumann, and Trustee Dunn. A quorum was present.

Item# 2. Pledge of Allegiance.

Led by Chairperson Severt

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

Audience member Ms. Leslie suggested working with Washoe County to have the Veterans Event Flyer distributed with each senior meal home delivery.

Item# 4. Motion to approve the agenda.

Vice Chair Rider made a motion to approve the agenda. Treasurer Neumann 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. Baeckel announced Summit Christian Church and New Revival Church are hosting a Free Medical Clinic and Resource Fair Saturday, October 18, 2025 from 9 am until 2 pm at the Sun Valley Neighborhood Center. Sun Valley Citizen Advisory Board Meeting is scheduled for Monday, November 3, 2025 6 pm at Hobey's. Sun Valley Veterans Appreciation Breakfast Saturday, November 8, 2025 beginning at 9 am until 11 am at the Sun Valley Neighborhood Center. Lastly, the District office will be closed Tuesday, November 11, 2025 in observance of Veterans Day.

Treasurer Neumann announced The Salvation Army of Washoe County is hosting a Hope & Help Senior Fair Friday, October 17, 2025 from 11 am until 2 pm at the Salvation Army on Sutro St. The Sun Valley Senior Program is hosting a Senior Craft Fair Saturday, November 15, 2025 from 9 am until 4 pm at the Sun Valley Neighborhood Center. Lastly, Mr. Neumann announced he has received several compliments regarding the District's new Nevada State Flag in the front parking lot.

Item# 7. Discussion and action to approve account payables for September 25, 2025.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for September 25, 2025.

Treasurer Neumann made a motion to approve the account payables for September 25, 2025 in the total amount of \$437,812.35. Vice Chair 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 October 09, 2025.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for October 09, 2025.

Treasurer Neumann made a motion to approve the account payables for October 09, 2025 in the total amount of \$224,185.10. Vice Chair 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 September 11, 2025.**
Vice Chair Rider made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of September 11, 2025 as submitted. Chairperson Severt seconded the motion. The motion carried unanimously.

There were no public comments.

- Item# 10. Discussion and action to approve renewal of Roo Co. Public Relations Service Agreement.**

Kelly Glenn with Roo Co. provided a copy of her Service Agreement for renewal. Ms. Glenn provides the District with marketing and public relation services. She is honoring her current rate of \$1,300.00 per month plus outside media/production costs.

Mr. Baeckel reported staff is requesting approval to renew Roo Co. Service Agreement commencing November 1, 2025 through October 31, 2026.

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

There were no public comments.

- Item# 11. Discussion and action regarding Sun Valley General Improvement District 2024 Photo Contest.**

A) Judging and selection of photo winners (1st, 2nd, and 3rd place winners)

B) Motion to approve contest prizes (1st, 2nd, and 3rd place winners)

Mr. Baeckel reported the District's photo contest was initiated in 2010. The contest was designed to encourage individuals to get outside and recreate then display through photos, what Sun Valley means to them. The District advertised and promoted the Photo Contest through the District's website, newsletter, Facebook, and front lobby. This year the District received a total of 7 submittals.

After review of the photo submittals, Treasurer Neumann made a motion to award first place winner to photo number 1, second place winner to photo number 3, and third place winner to photo number 5. Trustee Dunn seconded the motion. The motion carried unanimously.

Treasurer Neumann made a motion to award first place winner with a cash prize of \$75, second place winner with a cash prize of \$50, and third place winner with a cash prize of \$25; paid from the District's water and sewer funds. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Review of Community Service Award nominations with motion to approve award recipients.

Mr. Baeckel reported each year the District recognizes individuals, businesses and organizations whose efforts significantly benefit the Sun Valley community. The District has advertised and promoted the request for Community Service Award nominations through the District's website, newsletter, Facebook, and front lobby. He reported this year the District received one nomination for the 2025 Community Service Award; nomination is Molech and Tarez Blythe with the New Revival Church Reno.

Chairperson Severt reported she nominated Molech and Tarez Blythe with the New Revival Church Reno. The New Revival Church Reno prominent messages is "Compassion in Action", this is exactly how Pastor Molech and Tarez Blythe live their lives. They not only provide an uplifting church service every Sunday at the Sun Valley Neighborhood Center, they operate a Food Pantry to provide food and hope twice a month. They have assisted with arranging Willa Mae's Closet that allows residents to select new clothing and in turn play, attend a job interview, or just live, knowing that their fellow residents care. They have managed to bring other opportunities to residents of Sun Valley that have allowed children, adults, and seniors to thrive, stay healthy, and be happy. She believes the residents of Sun Valley are very lucky to be blessed with these two that have such big hearts, solid faith, and helping hands.

Treasurer Neumann made a motion to approve nomination for Molech and Tarez Blyth with the New Revival Church Reno for the 2025 Sun Valley Community Service Award. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Legal report by Maddy Shipman.

None

Item# 14. Field report by Brad Baeckel.

Mr. Baeckel reported on the following:

- The JT Pump House is back to normal operations; a part was bad and staff had to run the pumps manually.
- The District received a sewer odor complaint from City of Sparks on Probasco/McCarran and McCarran/Baring. He met with Shaw Engineering onsite to inspect several manholes within the area of concern. He reported everything is flowing good and there is no build up, no indication of septic conditions that would cause a strong odor. He has reported the District's finding to City of Sparks and asked for an additional onsite meeting with the City of Sparks to discuss the matter further.
- He has submitted a grant application to Environmental Protection Agency (EPA) for \$1.2M; this particular grant has a 10% cost share requirement. Projects included are Storm Improvements for Chimney Tank Site, Fencing Upgrades at selected tank sites, Security Camera Systems at various tank sites, and SCADA upgrades and redundancies. He reported there are 4 grant awards available for systems our size; the grant is highly competitive.
- He gave an update on the District's OSHA 2024 random inspection; the District received a violation. The District appealed the violation and the hearing that was scheduled for this week was cancelled. He had a lot of conversations with OSHA and

he was proud to announce that OSHA has agreed on a settlement and reduce the violation to "Other than Serious" with a \$1,500 fine. He is still waiting on a formal letter regarding the settlement.

- He met with Washoe County Code Enforcement on various violations through out Sun Valley. Washoe County explained that they are reactive and complaint driven; they do not patrol for violations.

Development Updates:

- There is currently 294 meters installed for the 5 Ridges Development.
- The Ridge at Sun Valley is fully online; the last 2 building were signed off a few weeks ago.
- Ladera Phase 2 & 3 sewer installation is complete and testing is in progress. Water installation is in progress.
- Ladera Intertie vaults and piping installed and have been tested; Bac-t's were taken. Truckee Meadows Water Authority's meter is on backorder; they will have to cut that in when it arrives in November.
- Caleb Ct. water installation is complete. Upon review of the sewer video footage staff discovered that the contractor damaged the District's sewer main and made a repair without notifying the District. Staff made the contractor dig it up and repair the sewer main to the District's standards and have the line retested. Staff also found issues with their manholes that will also need to be corrected.
- Highland Village 2 sewer installation is complete. Water installation is near completion and will be tested. Developer is waiting on NV Energy to perform some work prior to tie in to the District's water system.
- Highland Village 1 (Phase 1) water project was approved. A pre-construction meeting was held this week with estimated construction to begin next week. Construction will be near Midnight Dr and Highland Ranch Pkwy.; this will be night work.
- 5 Ridges Project 4 (New Main Pump Station) staff and engineer is still working on reviewing submittals and ordering materials.

Item# 15. Customer Service Report by Jennifer Merritt.

Ms. Merritt reported on the following:

- She provided park pavilion rental information as requested from last board meeting. The District permits pavilion usage on average 15 permits annually; this year that number is slightly down due to the construction on Highland Ranch Pkwy.
- Chalk Concepts would like to get with each of the Trustees to add a program on to the District issued laptops giving them the ability to remote in to perform repairs or updates as needed. She will provide the Trustees with the instructions how to download the program.

Item# 16. Public Comments.

Audience member Ms. Gomez announced her candidacy for Washoe County District 3. She is running to help with affordability and ongoing issues within Washoe County. She welcomes anyone who would like to sit down and express their concerns or share what is going well in the region; she provided her contact information.

Audience member Mr. Revty commented he has received several complaints/inquiries regarding the possible sewage on Prosser Way near a manhole. He has shared with

individuals that it is not sewage and that it is ground water; this has been confirmed by the District.

Item# 17. Board Comments.

Treasurer Neumann requested the District to display a picture of Desert Skies Middle School along with the rest of the schools in the board room.

Chairperson Severt announced the District had a water tank recently shot at that caused damage. There was loss of water from this incident and District staff quickly isolated the leak and made repairs. A claim was filed with Washoe County Sheriff Office. She also reported this week is fall break for Washoe County Schools and parks are being used more during this time of year; in return could potentially mean an increase in vandalism.

Vice Chair Rider announced there will be a booth at the Senior Craft Fair Saturday, November 15, 2025 for families to have their children get a photo with Santa.

Trustee Dunn commented on the District's random OSHA inspection that found a violation. He was impressed and commended District staff for their ongoing safety protocols if the District only receiving the one violation for a missing outlet cover.

Item# 18. Future Agenda Items.

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

- Presentation to the 2025 Photo Contest Winners
- Presentation to the 2025 Community Service Recipients
- Presentation of the District's 2024/2025 audit
- Presentation by Hydro Corp regarding the District's Backflow program
- Review of the District's winter newsletter articles
- Update of the District's Veterans Event

Item# 19. Adjournment.

Treasurer Neumann made a motion to adjourn at 6:10 pm. Vice Chair Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on November 13, 2025
Minutes Prepared by: Jennifer Merritt, Administrative Assistant