



## Sun Valley General Improvement District Board Meeting Minutes of December 11, 2025

### **Board Members Present:**

Susan Severt	Chairperson (phone)
Michael Rider	Vice Chair
Carmen Ortiz	Secretary
Mark Neumann	Treasurer
Mark Dunn	Trustee

### **Board Members Not Present:**

### **Staff Present:**

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Erin Dowling	SVGID, Customer Service Supervisor
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

### **Other Members Present:**

Nicole Alverz	Public Audience
Sabrina Atwood	Public Audience
Quinian Barron	Public Audience
Daniella Estrada	Public Audience
Cindy Leslie	Public Audience
Micheal Revty	Public Audience
Shane Scott	Public Audience
Glenda Walls	Public Audience
Cole Williss	Public Audience
Lenny Tran	Hydro Corporation
Sergeant Butler	Washoe County Sheriff Office

**The meeting of the Sun Valley General Improvement District was called to order by Vice Chair Rider at 5:30 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 Severt, Vice Chair Rider, Secretary Ortiz, Treasurer Neumann, and Trustee Dunn. A quorum was present.

**Item# 2. Pledge of Allegiance.**

Led by Secretary Ortiz.

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

Audience member Mr. Barron commented he is a Hug High School student and he expressed his dissatisfaction of the roads. The roads are not well taken care of and have a lot of potholes creating unnecessary wear-and-tear on vehicles that can potentially put a financial hardship on families. He also commented on the significant amount of construction within Sun Valley that is creating a traffic concern; a lot of people are late to work and even school because of the traffic. While construction is necessary for the community, it is creating unwanted congestion and stress for individuals. He believes there should be a plan put in place to assist with congested traffic, and a road maintenance program should be put in place. He suggested the government agency to consider developing an internship program for students to learn how to repair roads in return for high school credit. The internship program will provide trade skills for students that will be helpful for future job opportunities, as well as, providing a cost-effective service for the community.

Audience member Mr. Williss commented he is a Hug High School student and he would like to discuss the closing of Scolari's creating a critical issue for Sun Valley community. The lack of a full-service grocery store has created a food desert for the Sun Valley community. This is not only an inconvenience for the community; it has created an economic and health issue. The Sun Valley community, roughly 23,000 in population, is now suffering from the absence of a full-service grocery store that once provided families with fresh food. Due to the closure of Scolari's it has put a great impact on Sun Valley's most vulnerable members, the seniors and individuals/families that are experiencing financial hardship. The closest grocery store(s) are located in Reno, Sparks, and Spanish Springs. This now requires individuals to spend more in fuel to travel to an alternate grocery store, in some cases no longer able to walk to a grocery store creating an unforeseen financial hardship now having to commute by public transit. With the lack of a grocery store, people are now relying on convenient stores and fast-food services, less healthier food options, that put the people at risk of health issues because of the lack of proper foods, meats, and produce. A grocery store is more than a place to buy food; it is a vital community anchor and is a significant economic engine. A local grocery store gave a place for the community to meet, kept families shopping local, and provided jobs to many. He strongly encourages Sun Valley General Improvement District to help the community advocate for a new full-service grocery store and influence other elected officials to do the same.

Audience member Ms. Estrada commented she is a Hug High School student and expressed her concerns regarding the lack of sidewalks in Sun Valley that are desperately needed. Per the Sun Valley Boulevard Corridor Study section SUN 2.7 states, "The Nevada Department of Transportation, Regional Transportation, and Washoe County shall jointly seek funding to construct sidewalks." Although this was identified years ago, it doesn't seem like much effort is happening to provide pedestrians a safe place to walk. The lack of adequate of pedestrian infrastructure is not simply a matter of inconvenience, it is an everyday pressing issue. Every day pedestrians of all ages, children walking to school, parents pushing strollers, and other individuals with mobility challenges are forced to navigate roadways that were entirely designed for motor vehicles only. Without sidewalks, pedestrians are seen walking on narrow roadways and/or directly in the roadway, creating unnecessary risk. Research shows that communities with continued well maintained sidewalks have fewer pedestrian accidents that result in injury and fatality. The lack of sidewalks in Sun Valley is a preventable hazard, and it is the people and governments duty to address it. With all the new development currently happening and utility improvements, why are sidewalks not a part of these projects. Sidewalks also encourages a healthy lifestyle for all ages. Sidewalks help reduce traffic congestion and minimize environmental impacts.

Communities that invest in sidewalks see a long-term return through local commerce. She encouraged the District to help advocate for sidewalks to provide pedestrians a safe place to commute.

Audience member Mr. Revty announced his candidacy for the Sun Valley General Improvement District Board. He has been attending the District board meetings for the past five years. He has had an active address in Sun Valley since 1971. He is familiar with how the District Board operates and would appreciate the people's vote.

Audience member Ms. Alvarez commented she is a Hug High School student and expressed her deep concern and frustration regarding the closing of the only grocery store in Sun Valley, known as Scolari's. Scolari's was the one place that families could count on for daily essentials, one place families didn't have to struggle to get to, and the one place that made Sun Valley feel like a community. The closing of Scolari's has significantly impacted the Sun Valley community. The grocery store served as an essential lifeline for Sun Valley residents as a largely rural and underserved community. Residents relied on fresh food, household goods, and basic necessities. Many seniors and other residents heavily relied on Scolari's because it was a short distance to drive and/or walk to. Without a local grocery store, residents are now forced to travel outside of Sun Valley to the nearest grocery store, this ranges anywhere from 2.5 miles up to 6 miles, depending on the grocery store. The importance of the loss of Scolari's is not only the absence of food, it is also the lack of community. Sun Valley deserves better and urgently needs a grocery store to serve the community.

Audience member Ms. Soper commented she is a Sun Valley Citizen Advisory Board member and gave a brief update regarding the recent closure of Scolari's and Wells Fargo. She has spoken with Washoe County Commissioner Garcia who has been indirect contact with the property owners of Scolari's to express the importance of the newly vacant property to continue to be used for a grocery store. Commissioner Garcia has spoken with representatives of Grocery Outlet; there is interest in opening a store in Sun Valley but the property would require some improvements. She also commented she is a Wells Fargo customer and is extremely disappointed in the closure of the Sun Valley branch. She has been advocating and trying to speak with Wells Fargo regarding the importance of bringing back a bank to Sun Valley. Lastly, she commented on the recent public meeting held at Hug High School regarding the Sun Valley/Panther Valley Neighborhood Plan Improvements. The Sun Valley/Panther Valley Neighborhood Plan Improvements is a study to identify the needs of the communities that included road improvements, pedestrian improvements, and bicyclist improvements to provide safer commuting options. After speaking with a Regional Transportation Commission Engineer, she was informed sidewalks have been approved for Sun Valley Boulevard from Scottsdale to 7<sup>th</sup> Avenue. Both Regional Transportation Commission and Nevada Department of Transportation have committed \$40M each, for a total of \$80M, to be used the Sun Valley Boulevard improvement project. The improvement project is scheduled to begin sometime in 2027.

Audience member Mr. Scott announced his candidacy for the Sun Valley General Improvement District Board. The Sun Valley community means a lot to him; his home located on Yukon Drive has been in the family for 60 years. His family relocated to Sun Valley back in the 1960's when his grandfather transferred with the United States Postal Service. He commented his grandfather was his biggest hero because he was part of the 82<sup>nd</sup> Airborne during World War II and earned a purple heart. Mr. Scott believes he will be a good Board of Trustee because he works to keep Nevadan's safe as a security officer. He has worked for change as a community organizer. Providing safe drinking water is something residents should trust him with because he has worked on environmental issues and would like to continue to provide public parks.

Audience member Ms. Leslie commented the Senior Craft Fair was a big success, they were able to raise \$900. The Sun Valley Senior Program will be holding its Christmas Party on Friday, December 19<sup>th</sup> and everyone is welcome.

Audience member Mr. Neumann commented he is currently a board member for the District and announced he will be running for re-election. He thanked all of the Hug High School students for their comments and encouraged them to continue to stay engaged and advocate for a safer community. He provided them with a Regional Transportation Commission Flyer showing the current projects; and contact information to share their concerns.

Ms. Merritt commented the District received three electronic public comments. Ms. Serrano a Hug High School student expressed her concern regarding the excessive traffic throughout Sun Valley, especially on Sun Valley Boulevard. The traffic congestion has created a lot of delays for daily commuters and widespread stress. As a student, late arrivals to school impacts their attendance, grades, and academic performance. She believes it is necessary to implement a comprehensive solution to improve the mobility of the Sun Valley community. She provided solutions for consideration, widening lanes, implement traffic light synchronization, and provide alternative signposted routes that report traffic in real-time. These options will significantly improve vehicular flow.

Ms. Wessels a Hug High School student shared her concerns regarding construction projects. It is important to recognize construction projects and deciding what needs to be done in an appropriate order. She referred to the 5 Ridges Subdivision project and the road impacts. She and other community members must deal with the terrible traffic each day on Highland Ranch Parkway. Commuters are delayed because other commuters are pulled over getting a ticket creating congestion. The expansion of Highland Ranch Parkway was talked about, but there were homes built right next to the road shoving more people into neighborhoods where traffic is already bad, making it worse. From the Sun Valley Boulevard Corridor Study section SUN.3.2 "The planning of all future roadways, subdivisions or other development will maintain adequate access (vehicular and/or pedestrian) to surrounding public land. Existing and/or needed public access easements will be depicted on all development applications and on the initial right-of-way design for new roadways." It is noted that we need new roadways, but the main issue is the fact that they are shoving people into an already congested area, exacerbating an issue that was already identified and discussed. These additional vehicles on the road make us wait longer for a solution that should have been completed, instead of a project of making new homes first. A solution to this issue and many like it is including a more active communication with the public in town halls, instead of only having a board meeting and recognizing the issues around the city and making sure there aren't any major priorities to worry about before starting projects like 5 Ridges.

Ms. Parida a Hug High School student shared her thoughts on bringing everyday stores and services back to Sun Valley, especially along Sun Valley Boulevard, where people rely on nearby businesses. This connects with the Envision Washoe 2040 Master Plan, particularly its land use section. This section highlights why it's important to have convenient spots nearby, like grocery stores, banks, small shops, or even workspaces. Recently, many of these places have closed in Sun Valley, making it harder for people to get what they need. New shops wouldn't just save time; they would make the community feel alive and cared for again. The Sun Valley Area Plan reveals that NC and GC zones aim to assist local residents. Shops in these zones can thrive on their own without homes nearby, focusing on everyday needs. by improving empty spaces in these areas, the community could come back to life. The neighborhood could feel lively again. Placing stores in Neighborhood Commercial and General Commercial zones means people can get what they need easily, ensuring a safe and a pleasant environment. In addition to grocery stores and banks, adding offices or restaurants could create job opportunities in the area. This would align with the Washoe County's long-term vision and help connect Sun Valley more closely. She encouraged the Board and Planning Commission to prioritize redeveloping underused areas in Sun Valley to encourage more businesses.

**Item# 4. Motion to approve the Agenda.**

*Treasurer Neumann made a motion to approve the corrected agenda. Trustee Dunn 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 the District will be closed Tuesday, December 16<sup>th</sup> from 12pm to 1pm for an employee appreciation lunch. The District office will be closed Wednesday, December 24<sup>th</sup> from 1pm through December 25<sup>th</sup> in observance of Christmas. The District office will be closed Thursday, January 1<sup>st</sup> in observance of New Year's. Lastly, Sun Valley Citizen Advisory Board Meeting is scheduled for Monday, January 5<sup>th</sup> 6pm at Hobey's.

Secretary Ortiz thanked all the Hug High School students that provided public comments. All of the students were very well spoken and very articulate. She thanked everyone that came out to support the Sun Valley community. She wished Chairperson a speedy recovery and a Merry Christmas to everyone.

Trustee Dunn complimented the Hug High School students for coming out and taking a part in their community.

Vice Chair Rider thanked Hug High School students for taking the time to advocate what is important to them. As a Sun Valley resident and Board Member, he was happy to see the younger generation fighting for much needed improvement for the Sun Valley community.

Treasurer Neumann commented he attended the Sun Valley/Panther Valley Neighborhood Plan Improvements public meeting and suggested sidewalks around Gepford Park and

request underground infrastructure around the park to allow for additional parking on the side of E. Gepford Parkway. He also requested additional traffic signage; requested “stop” to be painted on the road at intersections with stop signs.

**Item# 7. Discussion and action to approve account payables for November 26, 2025.**  
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for November 26, 2025.

*Treasurer Neumann made a motion to approve the account payables for November 26, 2025 in the total amount of \$309,040.79. Trustee Dunn seconded the motion. After discussion the motion carried unanimously.*

There were no public comments.

**Item# 8. Discussion and action to approve account payables for December 11, 2025.**  
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for December 11, 2025.

*Treasurer Neumann made a motion to approve the account payables for December 11, 2025 in the total amount of \$276,691.13. Trustee Dunn 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 13, 2025.**  
*Treasurer Neumann made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of November 13, 2025 as submitted. Secretary Ortiz seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 10. Presentation by Washoe County Sheriff's Office regarding abandoned vehicles removal program including approval of \$25,000 donation from the District's Garbage Fund reserved for junk car program.**

Sergeant Butler with Washoe County Sheriff's Office (WCSO) H.O.P.E. Team gave a brief recap of progress made in regards to the WCSO Abandoned Vehicle Abatement Program and Homeless Outreach. The WCSO H.O.P.E. Team consist of one WCSO Sergeant, two Deputies, and two Case Managers, they connect with individuals living in RV's and encampments and provide resources for housing, application assistance, obtain identification card assistance, mental health services, and addiction services. Coordinate large multi-agency encampment closures and cleanups with notice periods and offers of shelter. Building relationships with the homeless takes time and has its challenges; she was proud to announce they were able to place 107 individuals in alternate shelter this year. WCSO partners with Washoe County Code Enforcement, Public Works, Nevada Department of Transportation, and other non-profits for permanent resolutions. The progress made so far and in the future are credited to the partnerships of agencies mentioned.

Sergeant Butler reported the District partners with WCSO by donating funds towards the Abandoned Vehicle Abatement Program. The District's last donation of \$10,000 was fully expended November 2024. The cost of an abandoned vehicle is roughly \$500 per vehicle,

that can go straight to the tow yard. Rending a motorhome is roughly \$2,500 per vehicle, and requires prepping prior to towing; removal of any hazardous waste. With the recent adoption of Nevada Assembly Bill 415 (AB 415) that became effective October 1, 2025 will help speed up the removal process. Prior to AB 415 a lot of administrative work had to be performed with trying to contact the last legal owner of the vehicle before the issuance of a Certificate of Destruction Permit from the Department of Motor Vehicle. With AB 415 it reduces the number of days for the public notice for removal; it has provided a 7 day junk vehicle removal notice.

Sergeant Butler reported WCSO is requesting continued partnership with the District and is seeking a \$25,000 donation to be used towards the Abandoned Vehicle Abatement Program and Encampment Cleanups. WCSO is working on long term solutions to keep neighborhoods clean and free of future abandonments and encampments. One of the root causes for chronic hotspots for abandoned vehicles are due to a 2017 deed rescission; there are approximately 37 properties that show part of a property as part of the roadway making part of the roadway private property. The rescission reversed deeds to Washoe County back to the last property owner. Washoe County has been working to resolve the issue however, majority, if not all, last known property owners are deceased and/or many of the recognized companies have dissolved. Because of this current issue, in a lot of cases Washoe County Code Enforcement or Law Enforcement have no authority to ratify the blight resulting in repeated illegal dumping and long-term encampments. Commissioner Garcia has been made aware of the situation and she has toured the hotspot areas that need to be addressed. Commissioner Garcia has brought the issue to the Washoe County Commissioners for further review. Currently Washoe County District Attorney, Assessor, Treasurer, and Recorder are working on the best way to rectify the 2017 deed rescission. Sergeant Butler reported if donation request is granted, 100% of the District funds will be exclusively used in Sun Valley. WCSO will continue to provide annual reports of progress and expenditures.

Treasurer Neumann inquired if an individual should contact Sergeant Butler directly to report and illegal abandoned vehicle or encampment as it occurs to prevent additional attraction that eventually turns into a hotspot.

Sergeant Butler responded if someone is witnessing an illegal dump in progress they should call WCSO non-emergency dispatch and report it. As for the 37 properties that are currently being evaluated; WCSO has limited authority to doing anything at this time. If an encampment is starting WCSO needs the property owner to file a trespassing claim and/or Washoe County Code Enforcement needs to issue a citation at which time WCSO can assist as needed. She commented WCSO will respond to a call and engage with individuals, but if the lawful property owner asks for WCSO to leave, they have to do so because of it being private property. WCSO will be participating with the Point-In-Time Count that counts the number of people experiencing homelessness both sheltered and unsheltered. Homelessness includes encampments and individuals living in an RV on private property.

Trustee Dunn commented the Point-In-Time Count seems like a big tasks for only four WCSO members. He also thanked Sergeant Butler for her service.

Sergeant Butler responded it is a collaborative effort with all law enforcement agencies and numerators. WCSO will focus on the rural areas of Washoe County. City of Sparks and City of Reno will count in the city areas.

Chairperson Severt commented majority of the chronic hotspots are withing Commissioner

Herman's territory; she inquired if Commissioner Herman is aware of the situation.

Sergeant Butler responded Commissioner Herman has not directly reached out to WCSO regarding this issue. Sergeant Butler believes that Commissioner Herman is aware of the situation since Commissioner Garcia has publicly discussed the problem in an open forum at Washoe County Commission Meetings.

Vice Chair Rider commented he appreciates Sergeant Butler's presentation and would like to see the District continue its partnership with WCSO. He inquired if the District has the funds requested within the District budget.

Mr. Melton responded the District's 2025/2026 approved budget includes \$25,000 from the District's Garbage Fund to be used towards Abandoned Vehicle Program overseen by WCSO. The District has partnered with WCSO in the past with their Graffiti Abatement Program and the Abandoned Vehicle Program. WCSO has been a community partner of the District for many years and management is requesting to continue this partnership.

Audience member Ms. Atwood inquired if the H.O.P.E. Team responds to properties in the case that the lawful property allows for friends to stay on their property in a travel trailer.

Sergeant Butler responded in the case of RV's/travel trailers being occupied on a parcel needs to be reported to Washoe County Code Enforcement. Washoe County Code prohibits from individuals living in an RV/travel trailer without a Special Use Permit and proper utility hookups. Improper hookup can become an environmental health hazard and safety concerns to the individual and the community.

Audience member Ms. Leslie inquired about a particular property on E. 5<sup>th</sup> Avenue; the lawful property owner lives in California but there are individuals living there unpermitted. The property was once cleaned up, but now it has become a problem once again and the process has to start from the beginning with Code Enforcement.

Sergeant Butler briefly responded she is aware of the property and until the property is released from probate, there is not much that can be done until a new lawful owner has been identified.

*After additional discussion, Treasurer Neumann made a motion to approve Washoe County Sheriff's Office request of \$25,000 to be used towards Washoe County Sheriff's Office Abandoned Vehicle Program and Encampment Cleanup Program within Sun Valley. Trustee Dunn seconded the motion. The motion carried unanimously.*

**Item# 11. Presentation by Hydro Corporation regarding Backflow Management Program; with possible direction to management to initiate a service agreement for Hydro Corporation to perform the District Backflow program to include testing, tracking, and program management.**

Mr. Tran with Hydro Corporation gave a brief overview of the importance of having a Backflow Management Program. Backflows prevent cross-connection; cross-connection is a point in a plumbing system where it is possible for a non-potable substance to come into contact with the potable drinking water supply. Backflows are required to be tested annually to make sure the backflow is working properly. Untested backflows pose a significant risk to the water system if there is an undetected cross-connection such as waterborne diseases and chemical exposure.

Mr. Tran reported Nevada Administrative Code 445A.67185-67255 requires all water systems must have an approved cross-connection control program, annual testing, retention of inventory and testing records, and an effective enforcement method. The District is in compliance with the Nevada Administrative Code 445A.67185-67255 and currently manages its own adopted Backflow Management Program. He reported the District inquired about Hydro Corporation's Backflow Management Program; Mr. Baeckel is looking for a more efficient testing program due to the continued growth in Sun Valley. Currently the District is performing all the administrative tasks sending out notices and follow up letters advising customers it is their responsibility to have their backflow tested annually by a certified backflow tester that is recognized by American Water Works Association, tracking compliance, performing backflow tests if customer doesn't have it done professionally, and making repairs if needed. The District is too small to have one person alone managing the District's Backflow Program and will become unsustainable eventually with the increasing state regulations and new private backflow assemblies from the incoming 5 Ridges subdivision.

Mr. Tran gave a brief overview of Hydro Corporation; the company was formed in 1983. Hydro Corporation is trusted by 575 public water systems nationwide. They are backed by experienced team including nationally certified inspectors & surveyors, they perform over 100,000 cross-connection inspections annually. Based on a customer survey, 100% of the water customers felt their local water systems were safe. Hydro Corporation can assist the District by taking over the District's Backflow Program start to finish. They have dedicated software to implement and store data that can provide reporting details if needed. They would perform all the notifications, maintain a sustainable database for every backflow within the District's service territory, and filter all the testers and customer phone calls. They work with coordinating with certified testers for each region. The cost of the program would be the burden of the backflow customers as it is currently today. Hydro Corporation's proposal for the Backflow Management Program is \$6,750 annually, this fee would be paid by the backflow testers, and not the District. There is an additional \$15 fee for each test submittal. The testers would recoup this expense from the backflow customer.

Mr. Melton reported the District has maintained 150 – 180 commercial backflows within the District service territory. With the new 5 Ridges subdivision, the City of Sparks has mandated each home to have a fire backflow; this is an additional 1,300 backflows that the District will need to track, the District's current tracking system will be unsustainable for the District's Public Works Director to manage as Mr. Tran mentioned in his presentation. He appreciates that the program fee is placed on the testers and potentially cost shared with a backflow customer, this way there is no subsidizing by the remaining of the District customers. He reported staff is requesting board direction to pursue contracting out the District's Backflow Management Program with a third party. He appreciates Mr. Tran giving a presentation regarding Hydro Corporation services and the benefits of their services

and/or another agency that provide similar services for the District to consider. Staff is not ruling out Hydro Corporation to take over the District's Backflow Management Program, but the District is still in negotiations. Management is looking for a service that will benefit the District and the customer.

Additional discussion ensued regarding backflow management program, associated fees, and other agencies that provide such service.

*After further discussion Secretary Ortiz made a motion to direct District Management/Public Works Director to outsource the District's Backflow Management Program and initiate a service agreement with an agency of District's choosing that best fits the needs of the District and customer. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 12. Discussion and action to approve Shaw Engineering's Service Proposal(s) for Construction Management related to Highland Village 1 offsite sewer improvements; Baring Boulevard Sewer Interceptor Improvements in the amount of \$67,000, and Prosser Way Sewer Interceptor Improvements in the amount of \$59,800.**

Mr. Melton reported staff is recommending approval of Shaw Engineering's Service Proposal(s) for Construction Management related to Highland Village 1 offsite sewer improvements. Two offsite sewer regrades were identified within the Water and Sewer Capacity Study performed for the Highland Village 1 Subdivision; Baring Interceptor regrade between Manholes 61 and 63 with 21-inch PVC, and Prosser Sewer regrade between Manholes A3 to 41 with 15-inch PVC.

Mr. Melton reported Shaw Engineering Construction Management Service Proposal for Baring Interceptor Improvement is in the amount of \$67,000 and Construction Management Service Proposal for Prosser Sewer Improvement is in the amount of \$59,800, for a total amount of \$126,800 to provide professional engineering services for offsite sewer projects. This proposal for engineering services will be 100% developer funded and the District is in receipt of payment already.

*Secretary Ortiz made a motion to approve Shaw Engineering Construction Management Service Proposal for Baring Interceptor Improvement in the amount of \$67,000 and Construction Management Service Proposal for Prosser Sewer Improvement in the amount of \$59,800, for a total amount of \$126,800 to provide professional engineering services for offsite sewer projects related to Highland Village 1 subdivision. Treasurer Neumann seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 13. Report by Public Works Director regarding new development status and potential new development.**

Mr. Baeckel reported The District has been working with several potential and current developers. Some of the potential developments are within our service area and some are not. The subdivision projects within our service territory are as follows: 5 Ridges - Village 1B proposed a 46 unit duplex at the base of 5 Ridges, plans have been reviewed and approved by SVGID in November 2025. Facility fees and water rights required prior to submittal to NDEP.

5 Ridges - Village 5 Ph 1 proposed for 26 units, of an overall 78 unit condominium subdivision in 5 Ridges was reviewed in October 2023. Corrections were never submitted, Per rule 23, plans will need to be resubmitted and reviewed since it has been over a year. Sun Mesa Phase 3 & 4 a proposed 50 lot single family home subdivision; Phase 3 is complete and construction has gone vertical. Construction for phase 4 has not yet started. Sun Mesa Phase 5 a proposed 52 lot single family home subdivision; Plans have been submitted for review; a Water & Sewer Capacity Study update is required. Highland Village 1 a proposed 194 lot single family subdivision north of Highland Ranch Parkway near Midnight Drive has been split into three separate phases. Phase 1 water project has been approved. Utility construction has been stopped due to an issue with their permit with Washoe County. Highland Village 2 a 66 lot single family subdivision (rental community) north of E 9th Avenue and Klondike Drive. Utilities have been installed, pending final connection and testing. Harmony Mesa a 18 lot single family home subdivision located near Harmony Lane, Water Project has expired. There has been no communication on this project since December of 2023. Ladera Ranch Phase 2 & 3 a 121 lot, single family subdivision, water and sewer construction is complete, working on pressure testing. Truckee Meadows Water Authority emergency intertie construction is complete. Caleb Court a 11 lot single family subdivision located on the 5800 block of Lupin Drive; project is complete and online, final walk through is pending. Lepori Development a proposed 168 unit apartment complex near Lois Allen Elementary School; Water & Sewer Capacity Study has been completed by Shaw Engineering and sent to developer in July of this year. Lastly, Chocolate Drive a proposed 240 unit apartment complex west of Chocolate Drive between Brownlee Lane and West 5th Avenue; Water and Sewer Capacity Study update has been completed by Shaw Engineering and sent to developer in May of 2025.

Mr. Baeckel reported on the commercial projects within our service territory are as follows: A new proposed Retail Building located at 5408 Sun Valley Boulevard; plans have been reviewed for a new 4,920 square foot retail building. A Water and Sewer Capacity Study has been completed; plan revisions are required.

Mr. Baeckel reported on the offsite water improvement projects related to 5 Ridges. T-Main #4b & #5; 2 water mains parallel 12" DIP water mains that bring water from the end of Cezanne Court into Village 8, required to serve Villages 8, 9, and 10. T-Main #6; a 16" DIP main required for redundancy to the existing 14" and 16" Asbestos Cement T-Main running along Sun Valley Boulevard NDOT Right of Way. New main will be located on Carol Drive between the new pump station and E 4th Avenue. Main Pump Station Replacement (also known as Project 4) located on Prosser Way; construction commencing January 2026.

Project funding for the new main pump station is a 60/40 split between 5 Ridges and the District. The District's portion will also be split 50% with the newly awarded NDEP Capital Improvement Grant. Sidehill Tank Upsize (also known as Project 2) is a new water tank that will provide additional storage; this is required to meet the additional demand for Villages 8, 9, & 10. Sidehill Tank will be upsized from 0.29 MG to 0.50 MG. Project funding will be a minimal split between 5 Ridges and the District due to the additional storage upsize approved October 2021. Remote Meter Reading Signal Upgrades a new tower to expand meter reading capabilities into 5 Ridges is online.

Mr. Baeckel reported on the offsite wastewater improvement projects related to Highland Village. Prosser and Baring Sewer Regrades; fees have been collected for offsite sewer regrades on Baring and Prosser. Projects will add sewer capacity required for the development. Expected to go out to bid early 2026 and construction in summer 2026. Lastly, Mr. Baeckel reported on District capital improvement projects; 2nd Avenue PRV rehab and Sun Valley Boulevard Main Replacement, Klondike Tank Recoat, and Boundary to Central Zone PRV. These improvements were identified and approved as part of the recently awarded NDEP Capital Improvement Grant. The District's portion will be split 50% from Acquisition Fund and 50% grant funds. Mr. Baeckel reported he has reviewed the plans for the Sun Valley Boulevard Corridor Improvements for any utility adjustments/improvements; project scheduled for 2027.

Treasurer Neumann inquired if the District will be utilizing the NDEP Grant towards the new Sidehill Tank project. He also inquired when will construction begin on the 2 parallel T-Mains from the end of Cezanne Court to 5 Ridges.

Mr. Baeckel responded, the Sidehill Tank project was not a part of the identified projects in the NDEP Capital Improvement Grant application. District staff will be applying for additional grants to help fund the District's portion of the new Sidehill Tank. He reported there is not a schedule date yet for the 5 Ridges T-Main project from Cezanne Court; this project is driven by the developer when certain Villages go online. This project will be 100% developer funded.

Trustee Dunn inquired who the developer is for the Chocolate Apartment project.

Mr. Baeckel responded he doesn't know who the developer is for the Chocolate Apartment project, he has only worked with the engineer.

The Board of Trustees thanked Mr. Baeckel for his development update report.

There were no public comments.

**Item# 14. Legal report by Maddy Shipman.**

Ms. Shipman wished everyone a Merry Christmas.

**Item# 15. Field report by Brad Baeckel.**

Mr. Baeckel reported on the following:

- The District recently hired a new Service Technician; he currently has a Water Distribution 3 certification and Treatment 3 certification.
- Chimney Tank 1 & 2 and Eastside Tank were cleaned and inspected; minor epoxy repairs were performed. The same company that cleaned and inspected the tanks performed a float level repair on Boundary Tank.
- He wished everyone a Merry Christmas and a Happy New Year.

**Item# 16. Customer Service Report by Erin Dowling.**

Ms. Dowling reported on the following:

- District staff made the difficult decision to canceled proceeding with the Springbrook Cloud Migration. Through a series of testings and meetings it was discovered the District was going to lose a lot of functions and it would not be as efficient as our current programs. She was disappointed with Springbrook customer support during this process; they did not provide the level of support as promised. District staff will investigate other billing/accounting software for future consideration.
- She reported she recently went to the bank for a change request and she was informed by the bank they are no longer issuing pennies due to the recent cancellation of pennies. For customers who pay by cash, the Customer Service Representatives will be asking customers to round up or down to the nearest nickel.
- She wished everyone a Merry Christmas and Happy New Year.

**Item# 17. Manager Report by Chris Melton.**

Mr. Melton reported on the following:

- State of Nevada approved the District's grant application for the Capitalization Grant for \$10.4M of which the District will receive 50% of request. Grant funds will be used towards the District's portion of the new Pump Station, Meter replacement, Klondike Tank recoat, rehab of 2<sup>nd</sup> Avenue Pressure Reducing Valve and Mainline, and installation of a new central zone Pressure Reducing Valve.
- Truckee Meadows Water Authority Board approved District's request to increase the District's Wholesale Tier 1 from 38M to 42M gallons; this is effective January 2026.
- The District will be making the last bi-annual Water Bond 1 payment at the end of December.
- He will be on vacation from December 22<sup>nd</sup> through January 5<sup>th</sup>, any emergencies to contact Mr. Baeckel.
- He wished everyone a Merry Christmas and a Happy New Year.

**Item# 18. Public Comments.**

Audience member Mr. Revty commented he had a question regarding agenda item 8 December 11<sup>th</sup> payables. He inquired what the payment was on the December 11<sup>th</sup> payables regarding Longevity Pay.

Mr. Melton responded Longevity Pay is a payment made to employees who have been employed with the District for five years or more.

**Item# 19. Board Comments.**

Treasurer Neumann commented the public can call Washoe County's hotline 311 to report potholes in the streets. He wished everyone a Merry Christmas and a Happy New Year.

Secretary Ortiz thanked Mr. Melton for his hard work on getting the District the NDEP Capital Improvement Grant and working towards paying off the District's debt.

Chairperson Severt wished everyone Happy Holidays and Season Greetings. She thanked the students for coming out tonight and providing public comments. She speaks with students all the time, and she is proud of the Sun Valley youth; majority of them have civil minds and will be good advocates for the community in the future.

Trustee Dunn wished everyone a Merry Christmas and a Happy New Year.

Vice Chair Rider thanked the District staff for continuing doing a great job from providing good customer service, being fiscally responsible with District funds, and ensuring the Sun Valley has safe drinking water. He wished everyone a Merry Christmas and a Happy New Year.

**Item# 20. Future Agenda Items.**

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

- Review of Board of Trustees Rules
- Election of Officers
- Approval of the 2026 Board Meeting Calendar
- Approval of the 2026 Winter Newsletter
- Review of the District Recreation Budget; revenue vs. expenses
- Approval to attend the 2026 Nevada Recreation Park Society Conference
- Possible Salary Survey
- Possible presentation by RTC regarding Sun Valley/Panther Valley Network Plan.

Treasurer Neumann requested discussion regarding the elimination of the customer return envelopes with monthly bills.

**Item# 21. Adjournment.**

*Secretary Ortiz made a motion to adjourn at 7:18 pm. Vice Chair Rider seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on January 08, 2026

Minutes Prepared by: Jennifer Merritt, Executive Administrative Assistant