



Sun Valley General Improvement District Board Meeting Minutes of January 08, 2026

Board Members Present:

Susan Severt	Chairperson
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
Elizabeth Thrall	SVGID, Senior Accountant
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Veronica Cortes	Public Audience
Micheal Revty	Public Audience
Shane Scott	Public Audience
Heidi Soper	Public Audience
Rick Murdoch	Hobey's Casino
Kelly Glenn	Roo Co.

The meeting of the Sun Valley General Improvement District was called to order by Chair Severt 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 Treasurer Neumann.

Item# 3. Public comments for items both on and off the agenda will be heard under this item and will be limited to three (3) minutes per person. The Board will hear public comments during individual action items with public comment limited to three (3) minutes per person. Comments are to be made to the Board as a whole.

Audience member Ms. Soper with the Sun Valley Citizen Advisory Board commented she wanted to make a correction regarding the funding for the Sun Valley Boulevard Corridor Improvements. Originally, she had reported both Nevada Department of Transportation and Regional Transportation Commission had secured funding for the Sun Valley Boulevard Improvement Project. However, she was recently informed that Nevada Department of Transportation has \$40M in funding secured and Regional Transportation Commission does not have funding at this time; they are currently in the process of applying for a \$25M Build Grant.

Audience member Mr. Murdoch announced he is one of the owners for Hobey's Casino; other partners include the Carano and Pegram families. He is a native Nevadan and worked at Eldorado and Silver Legacy Casino for over 40 years. He is excited for the new ownership of Hobey's Casino, especially working with the Sun Valley Community. He looks forward to working with the District and partner with various community events.

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. Melton announced the District office is a distribution site for free Radon Kits for the months of January and February. District office will be closed on Monday, January 19, 2026 in observance of Martin Luther King Jr. Day. Lastly, Sun Valley Citizen Advisory Board Meeting is scheduled for Monday, February 02, 2026 6pm at Hobey's.

Vice Chair Rider announced it was reported at the last Sun Valley Advisory Board Meeting, Commissioner Garcia had secured funding for a pedestrian safety improvement project at Gepford Park. Washoe County is going to install a proper storm drain to take the place of the open ditch on the south side of the park and add a sidewalk; this will also provide additional parking on E. Gepford Parkway. He thanked the District and Mr. Revty for all their efforts to get this project approved.

Treasurer Neumann announced he attended the Sun Valley/Panther Valley Neighborhood Network Plan public meeting and spoke with Regional Transportation Commission and Washoe County members regarding pedestrian improvements at Gepford Park.

Chairperson Severt reminded all the trustees to complete their annual Financial Reports and Campaign Contributions and Expense Reports; due by January 15, 2026.

Item# 7. Discussion and action to approve account payables for December 23, 2025.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for December 23, 2025.

Treasurer Neumann made a motion to approve the account payables for December 23, 2025 in the total amount of \$632,889.20. 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 January 08, 2026.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for January 08, 2026.

Treasurer Neumann made a motion to approve the account payables for January 08, 2026 in the total amount of \$145,185.10. Secretary Ortiz seconded the motion.

During discussion audience member Mr. Revty inquired about payable vendor Valli Information Systems; what kind of service do they provide.

Ms. Dowling responded Valli Information Systems prints and mails the monthly billing statements for the District.

After discussion the motion carried unanimously.

Item# 9. Discussion and action to approve board meeting minutes of December 11, 2025.

Secretary Ortiz made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of December 11, 2025 as submitted. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Review of the Rules of the Board of Trustees with action to amend Rules and adopt Resolution No. 26-01.

Ms. Shipman gave a brief review of the Rules of the Board of Trustees and provided suggested amendments to the Rules. She reported section 2.0 Officer Election and Duties is important; it states the District Board will elect within its membership a chair, vice chair, secretary, and a treasurer. The District typically elects in January following an election and in December on non-election years. It is important to note that the Chair shall call meetings to order and assure adherence to these rules and any otherwise applicable statutes or District policies. The Vice Chair shall have all the power and duties of the Chair in the Chair's absence, disability or vacancy. She reported it is important to consider who is elected as Chair; the Chair must be available to assist the General Manager as needed at any given time. Currently the District's Chair is a representative on the Washoe County Debt Management and Western Regional Water Commission, both boards that meet during the day. Both the Chair and Vice Chair are appointed to various regional boards as District representation; no other Board of Trustee can be appointed to the various boards as an alternate. She commented on section 3.3 Voting; every Board of Trustee present must verbally cast a vote either "aye" or "nay", except on matters involving conflicts of interest. 3.6

Conflicts; if there is a conflict of interest the Board of Trustee must disclose any conflict of interest. When in doubt a Board of Trustee should ask counsel for guidance prior to a meeting regarding any potential conflict of interest. Section 4.0 Meetings, the District must conform to Nevada Open Meeting Law NRS 241.020. She reported the Chair may not make a motion; however, the chair can second a motion. A Board of Trustee may second a motion solely for the purpose of bringing the matter to a vote. Any proposed amendment to a motion must be voted upon separately, after which the original motion was made or as amended. All motions must be voted on.

Ms. Shipman reported she is recommending amending 4.6 Abstention; in 2023 the legislature amended NRS 241.0355 and removed the requirement of a Board of Trustee must obtain a written and detailed legal opinion from counsel indicating why the trustee cannot vote. NRS 241.0355 really only applied to entities with population of 45,000 or more; this does not apply to the District. Her proposed change is to remove the section pertaining to written and detailed legal opinion and replaced it with “been advised verbally and/or in writing” by the District’s counsel. Section 5.0 Order of Business references what is contained in a typical agenda; she reported no action is taken on any agenda items that are considered announcements and legal/staff reports. She suggested a small edit to section 5.2 Limitation on Discussion to include referencing 5.1 (order of agenda). She reported under section 7.7 Board Discussion, a trustee should request permission from the Chair to make a motion and all votes are recognized by the Board as a whole. Lastly, Ms. Shipman made an amendment to section 8.4 Staff Contact to update the title of the Administrative Assistant to the “Executive” Administrative Assistant.

Treasurer Neumann made a motion to adopt Resolution 26-01 and approve amendments to the Rules of the Board of Trustees as presented by counsel. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Election of District Board of Trustees officers for Calendar Year 2026.

Treasurer Neumann made a motion to retain all officers as is for the calendar year 2026. Vice Chair Rider seconded the motion.

During discussion Secretary Ortiz inquired if the Vice Chair currently sits on any other boards as District representation.

Mr. Melton responded the Vice Chair currently does not sit on any other boards as a District representative. Typically, the District Chair is appointed to sit on the additional boards such as the Washoe County Debt Management Commission and Western Regional Water Commission.

The motion carried unanimously.

There were no public comments.

Item# 12. Discussion and action to approve regular board meeting dates and times for Calendar Year 2026.

Mr. Melton provided a copy of the District 2026 board meeting schedule with the recommendation to continue to meet the second Thursday of each month; with the

exception of May that will have 2 meetings to approve the District budget.

Treasurer Neumann made a motion to approve the Sun Valley General Improvement District 2026 meeting schedule as presented by staff. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Review and approval of the District's 2026 winter newsletter.

Ms. Glenn with Roo Co. provided a final draft of the 2026 winter newsletter for review and approval.

The Board of Trustees appreciated the article regarding the District Capital Improvement Grant; it was very thorough and customers should be pleased with the savings.

Ms. Dowling reported the newsletter will be distributed starting with January billing cycles 3 and 4, followed by February billing cycles 1 and 2. Ms. Dowling also thanked Secretary Ortiz for her input regarding the print quality of the newsletter. She will speak with the District's billing vendor and advise them of the poor print quality.

Treasurer Neumann made a motion to approve the 2026 winter newsletter as presented. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Presentation by Senior Accountant regarding the District's Recreation Budget, revenue vs. expenses.

Ms. Thrall provided a Recreation Budget recap for both the parks and pool. The District collects \$3.50 monthly from each customer, including those with multi units. This fee is split 60% to park operations and 40% to pool operations. Ms. Thrall reported the District's Fiscal Year 2025 Recreation Fund for Parks included a total of \$245,700 in revenue. The park revenue is made of the 60% of the monthly recreation fee, park rentals, recreation facility agency lease agreements, league fees, recreation programs, and various donations throughout the year. (the total revenue reported did not include any subgrants awarded to the District). She reported the park expenses totaled \$280,782; expenses are for items such as compensation, training, dues, liability insurance, community events, landscaping, janitorial, supplies, equipment rental (portable restrooms), repair and maintenance for both buildings and property, utilities, garbage and depreciation. The largest expenses for last year was depreciation for \$77,840, park irrigation for \$66,279, landscaping for \$49,707, dumpsters for \$16,297, part-time park maintenance compensation for \$11,138, janitorial for \$11,008, and portable restrooms for \$9,348. She reported that District staff performs various recreation park duties (administration/maintenance) that is not accounted for in the recreation budget; staff time equated to an additional \$115,456 in expenses. The District's Recreation Fund for Parks net income loss was a total of (\$150,538) for last year.

Ms. Thrall reported the District's Fiscal Year 2025 Recreation Fund for Pool included a total of \$141,019 in revenue. The pool revenue is made of the 40% of the monthly recreation fee, pool admissions, pool lessons, concessions, group swims, and donations for free swim day(s). She reported the pool expenses totaled \$173,083; expenses are for items such as compensation, training, dues/permits, liability insurance, pool chemicals, uniforms, supplies, safety equipment, repair and maintenance for both building and property, utilities, garbage and depreciation. The largest expenses for last year was compensation for \$60,394, depreciation for \$32,649, pool chemicals for \$29,837, repairs and maintenance for \$12,373, gas and electric to heat the pool for \$7,865, and water to fill the pool at the beginning of the year for \$2,263. She reported that District staff performs various recreation pool duties (administration/maintenance) that is not accounted for in the recreation budget; staff time equated to an additional \$32,127 in expenses. The District's Recreation Fund for Pool net income loss was a total of (\$64,190) for last year.

Mr. Melton thanked Ms. Thrall for her detailed overview of the District's Recreation Budget in efforts to provide the Board with an understanding of the District's Recreation Revenue and Expenses. He has been working the last year on trying to get an Interlocal Agreement with Washoe County to receive annual funding via the property taxes to be used towards the District's Recreation Budget; agreement is still being considered by Washoe County. He reported the District cannot continue to have a net income loss each year and the Board will have to consider adjusting the monthly recreation fee if an Interlocal Agreement cannot be secured. The past several years the District has been extremely lucky to receive subgrants from Washoe County to help offset expenses; but he did not include the grants in the recap in efforts to show the Board the true cost of business for the District's Recreation.

Mr. Neumann inquired if the homes within the 5 Ridges development and the Ridge at Sun Valley Apartments are contributing toward the District's Recreation Budget.

Mr. Melton responded yes, all of the 5 Ridges homes that have signed up for service and all of the Ridge at Sun Valley Apartments are billed the monthly \$3.50 recreation fee. While the revenue will eventually increase as more services come online, it still will not be sustainable with the cost of services increasing.

Secretary Ortiz inquired about the depreciation expense.

Ms. Thrall responded the District is required by the State to budget for depreciation. The depreciation is to be used to eventually replace assets and/or facilities due to age and wear and tear.

Chairperson Severt commented when she first was elected to the District Board, pool chemicals were a little over \$5,000 and today they are \$29,837; this goes to show just how much services and supplies have increased over the past several years. This is one of the District's largest expenses considering the pool is only open for four months out of the year.

Vice Chair Rider commented the pool is one of the Sun Valley community best amenities and he believes the District needs to continue to invest in the parks and pool.

Audience member Ms. Cortes commented she grew up in Sun Valley and still is a Sun Valley resident. She currently is a member of the Sun Valley Citizen Advisory Board and is running in the 2026 election for Washoe County Commissioner District 5. She is very proud

of the Sun Valley Parks and Pool; she has visited them a lot and it is really sad there is not enough funding for the Sun Valley community. She commented there are a lot of people who want to rent out the park(s) but don't due to the strict contract the District has with ESI Security. She used ESI at the Live Stock for Rodeo's and they would lose \$20,000 every event to ESI due to their corruption. ESI staff would work the concessions and sell alcohol to minors, but her agency was ultimately responsible. There are other security options available to better serve the Sun Valley community. She suggested allowing renters to be able to bring their own licensed security for their events. She inquired how much does the District charge to rent the pool for a party.

Ms. Merritt responded last year the District Board unanimously approved to no longer rent the pool for private pool parties. This decision was based on the District's liability, and to adjust the pool schedule to allow for swim lessons once again. Non-profit agencies, such as youth camps for field trips and leagues for team building, can reserve the pool for two hours before general swim.

Ms. Cortes inquired if her non-profit Valley Amigo's would qualify to reserve the pool.

Ms. Merritt responded as long as the Non-profit is active and in good standing with the State, yes Valley Amigo's would qualify to reserve the pool.

The Board thanked Ms. Thrall for the overview of the District's Recreation Budget.

Item# 15. Discussion and action to approve sending board and staff members to the 2026 Nevada Recreation & Park Society Conference April 20, 2026 through April 23, 2026.
Mr. Melton reported staff is requesting permission for board member and staff members to attend the upcoming Nevada Recreation and Parks Society Conference. The conference will be held at Tahoe Blue Event Center in Stateline, NV from April 20, 2026 through April 23, 2026. The cost to attend the conference plus travel and lodging expenses is \$1,001.44 per person, an additional \$150 per person if they want to register for the L.E.A.D. Program. Conference registration would be paid from the District's Recreation Convention/Seminar/Training within the 2025/2026 approved budget.

Secretary Ortiz commented she would like to attend the conference. She is a member of the L.E.A.D. Program and will be graduating this year to become a mentor for the program. She thanked the Board for allowing her the opportunity to attend the conference and other trainings related to recreation.

Vice Chair Rider commented he is interested in attending the conference.

Treasurer Neumann commented he has attended the conference in the past when he was a member of the Washoe County Open Space and Regional Parks Commission. The conferences are good, but all the sessions is a vendor promoting their product in hopes of making a sell. He doesn't see the value in continuing to attend the conference.

Secretary Ortiz inquired if the Aquatic Supervisor will be the staff member that attends the conference.

Mr. Melton responded, the District always reserves the Aquatic Supervisor the opportunity to attend the conference. The District's current Aquatic Supervisor has other work obligations

during the same time as the conference. He reported he will most likely be the staff member that attends the conference but would still like to approve for the Aquatic Supervisor.

Secretary Ortiz made a motion to approve sending two District board members and two staff members to the 2026 Nevada Recreation and Parks Society Conference as presented by staff. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Review and discussion regarding salary survey for District office and field positions with possible action to amend salary schedule for various classifications.

Mr. Melton reported staff is recommending Classification and Compensation Ranges to be adjusted based on the salary/wage comparisons to similar agencies regionally. This is important to retain and attract employees that provide critical service to our community. Adjustments may not directly impact the current employee's wage, but rather allow growth within the position. The positions that require a wage adjustment will be evaluated by the General Manager and adjusted accordingly.

Mr. Melton provided a copy of the regional compensation comparison, along with a copy of the District's current Job Classification & Compensation Schedule and proposed Job Classification & Compensation Schedule. He reported not every classification was adjusted.

Vice Chair Rider commented this has been an on-going battle for the District. He appreciates management continuing to monitor the compensation for staff and making adjustments as needed to help retain employees. The District invests a lot of time, money and resources on new hires; the District needs to pay the employees appropriately to retain them instead of using the District as a training center to work for other agencies.

Chairperson Severt commented she works in human resources and she is very familiar with having to make adjustments to Job Classification & Compensation Schedule. She commented she has had employees stay with her company because the salary range is adjusted periodically to allow for growth, even if the max range is never met. She would like to see the District incentivize its employees so they don't leave the District for another agency for more money.

Treasurer Neumann inquired when would the new compensation schedule become effective and inquired if approved does this mean each employee automatically will receive an increase.

Mr. Melton responded if approved, the new compensation schedule will become effective January 12, 2026. It does not automatically increase every employee, only if an employee falls out of their range an adjustment will be made; he thinks currently there is only one employee that might be affected. He will be reviewing all employees' compensations and comparing it to their specific range and make any adjustments accordingly.

Secretary Ortiz supports staffs request, the District's employees are amazing and she would like to retain them.

Vice Chair Rider made a motion to approve the amended District Job Classification & Compensation Schedule as presented by staff. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 17. Legal report by Maddy Shipman.

Ms. Shipman reported she recently attended a training provided by POOL/PACT. The training addressed Artificial Intelligence (AI) and how it effects internal operations. She also was provided training on what types of information should be classified as private information. She will schedule a meeting with management to share her training and see how it will impact the District, if at all.

Item# 18. Field report by Brad Baeckel.

Mr. Baeckel reported on the following:

- The District had a mainline break at Highland Ranch Park. The mainline was repaired, flushed and samples were taken. This is a dead end mainline; there were no service interruptions. Field staff spent several hours on repairs and clean up efforts.
- The new service truck arrived this week. The new Field Supervisor truck is expected to arrive next week. Once the two trucks are put into service, the District will be sending two trucks to auction in the coming months.
- Peek Brothers has started construction on the District's new pump station.
- Staff and Shaw Engineering held a pre-bid meeting for the sewer regrade projects on Prosser Way and Baring Boulevard. Bid opening is schedule for Thursday, January 22, 2026.

Item# 19. Customer Service Report by Erin Dowling.

Ms. Dowling reported on the following:

- The District is a distribution site for the public to obtain a free Radon Kit. Kits are available January through February, while supplies last.
- She responded to an inquiry from last meeting regarding return envelopes. The District is billed a flat rate for the billing services; this includes the print of the customer's monthly statement, return envelope, and the original mailing envelope. The only extra cost associated with billing is when there is an insert provided. Most utility companies provide a return envelope out of courtesy. There is no savings to the District to not provide a return envelope. There would be additional charges should the District request "custom" billing preparation to exclude return envelopes for certain class of customers.
- The District is not moving forward with the Springbrook Cloud Migration. Currently what Springbrook is offering with the Cloud platform will not meet the needs of our accounting department. Both her and Ms. Thrall continue to have discussions with Springbrook management team to see if they can work with the District needs. She commented she is looking into other billing and accounting programs for consideration.

Item# 20. Manager Report by Chris Melton.

Mr. Melton reported on the following:

- State of Nevada NDEP approved the District grant submittal for a Capital Improvement Grant. The State is finalizing the funding and the agreement will be brought to a future meeting.
- He has met with the new owner of Hobey's to discuss possible community partnership opportunities.
- Staff will be starting budget meetings next month.

Item# 21. Public Comments.

Audience member Ms. Cortes commented she is running for Washoe County Commission District 5 and would appreciate the public's vote. She has been attending various meetings and she encourages others to get to know other candidates. She believes other candidates are saying things just to get votes; she believes they are counterproductive for the Sun Valley Community and not working for the people. She encourages the public to research each candidate to see what they stand for, their advocating history, and who their sponsors are. She is upset planning representatives are not taking into consideration what the public and community representatives are advocating for. She believes the public needs to vote for their "local" representatives in order to get the change the public has been asking for.

Audience member Mr. Neumann commented he has been a District Board of Trustee for the past three years. He will be running for re-election and would appreciate everyone's support.

Audience member Mr. Revty thanked the District for performing their due diligence regarding employee compensation in efforts to remain competitive.

Item# 22. Board Comments.

Secretary Ortiz thanked Heidi Soper for her efforts getting Wells Fargo to re-install an ATM in Sun Valley.

Vice Chair Rider thanked the Ms. Thrall for her overview of the District's Recreation Fund, it was very informative.

Chairperson Severt thanked Vice Chair Rider for covering for her in December while she was out for surgery and recovery.

Item# 23. Future Agenda Items.

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

- Ethics Training by POOL/PACT
- Possible presentation by Commissioner Garcia with possible acceptance of donation.
- Possible Washoe County Manager introduction
- Review of the 2026 spring newsletter articles
- Approval to schedule a Tariff Hearing for April 9, 2026
- Consideration to schedule an E-Waste Recycling Event with Lifecycle Solutions
- Approval of Prosser and Baring Sewer Project Bid
- Possible acceptance of State Capital Improvement Grant

Item# 24. Adjournment.

Secretary Ortiz made a motion to adjourn at 6:50 pm. Treasurer Neumann seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on February 12, 2026

Minutes Prepared by: Jennifer Merritt, Executive Administrative Assistant