



**Sun Valley General Improvement District
Board Meeting Minutes of
March 12, 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
Jennifer Merritt	SVGID, Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Cindy Leslie	Public Audience
Micheal 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 Chair Severt at 5:31 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 Chairperson Severt.

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.
None

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 Sun Valley Easter Egg Hunt (hosted by H.O.P.E. Church of Nazarene) will be held at the Sun Valley Community Park March 28, 2026 starting at 11 am. Optum Mobile Health Unit for Seniors will be at the Sun Valley Community Park March 31, 2026 from 8 am until 4 pm. District E-Waste Recycling Event in partnership with Lifecycle Solutions is scheduled for the month of April for District customers only. Sun Valley Cal Ripken Opening Ceremony will be held at Gepford Park April 4, 2026 starting at 11 am. The Sun Valley Citizen Advisory Board Meeting is scheduled for Monday, April 6, 2026 6 pm at Hobey's.

Chairperson Severt announced all of the Trustees should have received a link to take various trainings via POOL/PACT online training portal. She liked the convenience of the online training and they weren't too long. The training regarding NV Open Meeting Law was extremely informative.

Treasurer Neumann announced he attended the RTC Public Meeting regarding the Sun Valley Blvd. Corridor Improvements. The project is contingent on obtaining a \$25.8M grant. He spoke with Sun Valley elected representatives regarding additional needs for the Sun Valley community.

Item# 7. Discussion and action to approve account payables for February 26, 2026.
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for February 26, 2026.

Treasurer Neumann made a motion to approve the account payables for February 26, 2026 in the total amount of \$664,711.96. 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 March 12, 2026.

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for March 12, 2026.

Treasurer Neumann made a motion to approve the account payables for March 12, 2026 in the total amount of \$237,160.34. 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 February 12, 2026.

Secretary Ortiz made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of February 12, 2026 as submitted. Trustee Dunn seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Review and action to approve 2026 Spring newsletter.

Kelly Glenn with Roo Co. provided a copy of the final 2026 spring newsletter for review and approval.

Audience member Ms. Leslie suggested to include the swim lesson schedule in the newsletter.

Ms. Dowling responded the swim lesson schedule has not been created yet, the Aquatic Supervisor will start working on the pool season schedule late April. Ms. Dowling also reported the spring newsletter is scheduled for distribution with the April billing statements.

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

Item# 11. Discussion regarding the 2026 Recreation Schedule; with possible direction to staff.

Ms. Dowling gave a brief overview of the District's 2026 proposed recreation season and event schedule; staff is still in its planning stage with many events still pending based on other agencies schedules. H.O.P.E. Church of Nazarene will be hosting the Easter Egg Hunt on Saturday, March 28, 2026. Optum Mobile Unit will be hosting a Senior Mobile Medical Clinic Tuesday, March 31, 2026 at the Sun Valley Community Park for Optum members only. The District will once again partner with Lifecycle Solutions to offer a month-long E-Waste Recycling event for the month of April. The District will be partnering and participating with the Saturday, May 2, 2026 Keep Truckee Meadows Beautiful Great Community Cleanup. The Dive Into Summer event is scheduled for Friday, June 5, 2026 from 5:30 pm to 7:30 pm.

Ms. Dowling reported The Robert and Norma Fink Sun Valley Pool is scheduled to open Thursday, June 11, 2026. The Pool will be open Tuesday through Sunday from noon to 5 pm. Staff would like to continue to offer free senior swim Tuesday and Thursday from 11 am to 12 pm. She reported as a reminder the Pool season is in conjunction with the Washoe County School District balance calendar, last day of pool operation is scheduled for Sunday, August 9, 2026. Free swim days have been identified as June 20, 2026 sponsored by the Fink Family and July 4, 2026 sponsored by Hobey's Casino. She reported other events include 3 Food Truck Events Thursday evenings, June 11, 2026, June 18, 2026, and June

25, 2026 from 4 pm to 8 pm at the old Scolari's. The Sun Valley Car Show hosted by Impala's Car club is scheduled for September 19, 2026 at the Sun Valley Community Park. Lastly, Washoe County has committed to continue its partnership with the District regarding the Veterans Celebration event scheduled for November 7, 2026.

Ms. Dowling reported the District's ongoing programs at the District's recreation facilities include Washoe County Senior Program, Monday through Friday, United Reno Tang Soo Do Martial Arts Program, Tuesday, Thursday, Friday, and Saturday. New Revival Church services on Wednesday and Sunday. Community Services Agency Pre-K program, Monday through Friday. Washoe County Library System book kiosk conveniently available 24/7. Ms. Dowling reported the District leases the BMX Track with USA BMX; this program operates January through December weather permitting. Sun Valley Cal Ripken / Babe Ruth leases both the Sun Valley Community Park and Gepford Park baseball fields March through June. Nevada Adult Baseball League leases the Sun Valley Community Park baseball field March through October. Northern Nevada Soccer League leases the Sun Valley Community Park soccer field March through October. Reno Sparks Pop Warner potentially might reserve Gepford Park for practice and conditioning September through October. Staff would keep the Board apprised of any upcoming community event confirmations and/or requests.

Treasurer Neumann made a motion to accept the 2026 District Recreation Schedule and Events as presented by staff. Trustee Dunn seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 12. Marketing update by Roo Co. regarding District business and recreation season; with possible direction to staff.

Ms. Glenn reported she continues to meet with District staff monthly to work on upcoming events and promotional materials. She reported a survey was sent out to all of last year's Dive Into Summer vendors to help obtain feedback for possible improvements for this year's Dive Into Summer event. She was proud to report that survey feedback was all positive with the exception of one regarding the early departure of Raven. She is working on press releases for the hiring of lifeguards, opening of the Sun Valley Pool, and Dive Into Summer. She will also push any other events as needed, such as the swim lessons once a schedule has been created.

Secretary Ortiz made a motion accept Roo Co. marketing update as presented. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Review of 2026 Summer Newsletter article ideas including selection of the 2026 Photo Contest theme.

Ms. Glenn provided a list of suggested articles for the upcoming 2026 summer newsletter. Article suggestions include: Tariff Update, End of season Pool Party, Photo Contest submittals, Community Service nominations, Water Quality report, Sun Valley Car Show, thank you message to all Dive Into Summer sponsors, and upcoming important dates.

Ms. Glenn provided 3 photo contest theme ideas for consideration for the 2026 Sun Valley Photo Contest. The suggested themes are Nature, Recreation/Sports in Action, and Wildlife.

Discussion ensued regarding previous photo contest themes and the Board all agreed they like the Recreation/Sports in Action theme. They requested to advertise the 2026 Photo Contest early this year to potentially capture the local leagues.

Ms. Dowling reported the final draft will be presented to the Board at its June meeting with scheduled distribution in July.

Treasurer Neumann made a motion to approve summer newsletter article ideas as presented and promote the 2026 Photo Contest theme as Recreation/Sports in Action. Vice Chair Rider seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Ratify General Manager's action approving NDEP Capital Improvement Grant Agreement including accepting grant in the total amount of \$5,201,135.73 for District water infrastructure improvements.

Mr. Melton provided a copy of the final State of Nevada Grants For Water Conservation and Capital Improvements Grant Contract No. GP2614. Mr. Melton reported he is requesting approval to ratify his actions signing the Grant Contract on March 4, 2026 with accepting the total grant amount of \$5,201,135.73. The contract commencement date is March 18, 2026. Mr. Melton gave brief overview of the various projects that the grant has been approved for; Klondike Tank Recoat (interior and exterior) engineer estimate of \$2.1M, 2nd Ave. Pressure Reducing Vault engineer estimate of \$1.3M, Boundary to Central Pressure Reducing Vault engineer estimate of \$1.3M, Water Meter Replacement engineer estimate of \$3.2M, Main Pumpstation (District portion only) engineer estimate of \$2.5M.

Vice Chair Ride made a motion to ratify General Manager's action approving the State of Nevada Capital Improvement Grant Contract GP2614 to include accepting grant amount of \$5,201,135.73. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 15. Continued discussion and possible action to approve Sign Crafters proposal with a not to exceed amount of \$20,000.00 to install a new Sun Valley monument on W. 7th Ave., Sun Valley, NV Parcel Number 502-700-05.

Mr. Melton reported after multiple onsite visits regarding the proposed location of the new Sun Valley monument staff is recommending approval of Sign Crafters proposal in the amount of \$17,819.35, with a not to exceed amount of \$20,000, to manufacture and install a new Sun Valley monument at the original site location, District owned property on W. 7th

Ave., Sun Valley also known as APN 502-700-05. The scope of work includes manufacturing a 60" x 108" cast concrete monument. Monument will be single sided with raised and painted "WELCOME TO SUN VALLEY" lettering to match existing monuments located on Sun Valley Blvd., and Highland Ranch Pkwy. He reported this project would be funded by the Board approved 2025-2026 CIP Recreation Budget; reserved amount approved was \$30,000.00.

Treasure Neumann made a motion to approve of Sign Crafters proposal for a not to exceed amount of \$20,000.00 for a Sun Valley Monument. Chairperson Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 16. Legal report by Maddy Shipman.

None

Item# 17. Field Report by Brad Baeckel.

Mr. Baeckel reported on the following:

- Field staff replaced a service line on Middle Fork Pl. last week. This particular line has broken 3 to 4 times in the last few months and was in need of replacement.
- The District's landscaper has been adding soil to the Sun Valley Community Park soccer field to fill in the low spots.
- Additional fencing is scheduled to be installed at Gepford Park along the south side of the park and around the bull pens.
- Districts outside vendor, Hydrocorp, for backflow inspections is now active. All backflow notices will be sent out by Hydrocorp and all reports will go through their website.
- The Main Pump Station construction is going well. Stem walls will be poured next week and is expected to go vertical in a few weeks. Gas offset and valve insertions still pending.
- 5 Ridges Village 9 and 10 plans were submitted for review. These villages require additional transmission mains to be brought in from Cezanne before the District can serve the villages.
- Sun Mesa Ph 5 (52 lots) has submitted their first Facilities Fees payment. Once plans are approved and the District receives the Wholesale Will Serve for this project, he will submit for the water project.
- New communications line is scheduled to be installed on W. 7th Ave., from Golden Valley to Sun Valley. He met with the contractor to discuss the project and to ensure they will be verifying utilities prior to boring.

Item# 18. Customer Service Report by Erin Dowling.

Ms. Dowling reported on the following:

- The District's April E-Waste Recycling flyer will be going out with all of the March billing statements. TV/Monitor vouchers can be obtained in the District office.
- Due to the severe weather conditions in February, the District canceled the non-payment disconnects for February 18th. Cycle 2 customers were given an extra month and they will be required to pay 2 months of service to avoid non-payment disconnect on March 18th.

Item# 19. Manager Report by Chris Melton.

Mr. Melton reported on the following:

- The District's Tariff Hearing Public Notice was published on March 9, 2026.
- Staff has completed the tentative budget and will be ready for review at the District's April Board meeting.
- Staff worked with Iron Clad Builders to install a keypad and auto-lock for the employee entrance door.
- He attended the public meeting regarding the Sun Valley Blvd. improvement project hosted by RTC. The project consist of storm drains and sidewalks from Scottsdale to 7th Ave. on Sun Valley Blvd. The overall project is estimated to be \$87M, RTC still working on securing funding. The project is 60% designed with estimated construction commencement late 2027 through 2029.

Item# 20. Public Comments.

Audience member Mr. Revty commented Washoe County has \$2M reserved for the storm drain and sidewalk project at Gepford Park. He inquired when project would start.

Audience member Ms. Soper Chair of the Sun Valley Citizen Advisory Board gave a brief recap of the Sun Valley Citizen Advisory Board public attendance. When she first started with the Board, the attendance was in the single digits; at the last meeting they had over 40 in attendance. She would be happy to provide any event flyers for the District at the monthly Sun Valley Citizen Advisory Board meetings.

Item# 21. Board Comments.

Secretary Ortiz thanked Mr. Melton for answering her questions regarding construction work on Sun Valley Blvd. She spoke with Commissioner Garcia and she stated she is in support of the District's request for a Recreation Assistance Interlocal Agreement.

Trustee Dunn thanked staff for all their hard work.

Vice Chair Rider invited everyone to the Sun Valley Cal Ripken Open Ceremony April 4, 2026. He also attended the public meeting regarding the Sun Valley Blvd. improvement project hosted by RTC. He met with various elected officials and expressed his gratitude of District staff and how efficient the District operates.

Chairperson Severt commented the Sun Valley Blvd. improvement project is on RTC website if anyone wants to learn more about the project and/or provide comments about the project. She also commented she has received various calls requesting for a Pickleball Court.

Item# 22. Future Agenda Items.

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

- Request to implement pre-approved water rate increase (Truckee Meadows Water Authority pass-through)
- Tariff Hearing
- Review of District's 2026/2027 Tentative Budget
- Public Hearing for District Delinquent Accounts
- Review of Customer Service Supervisor job description

Treasurer Neumann would like to have future discussion regarding potential additional amenities at Highland Ranch Park.

Item# 23. Adjournment.

Secretary Ortiz made a motion to adjourn at 6:28 pm. Vice Chair Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on April 09, 2026

Minutes Prepared by: Jennifer Merritt, Executive Administrative Assistant