Sun Valley General Improvement District
Board Meeting Minutes of
July 09, 2026

Board Members Present:

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

Board Members Not Present:

Carmen Ortiz	Secretary

Staff Present:

Chris Melton	SVGID, General Manager
Brad Baeckel	SVGID, Public Works Director
Jennifer Merritt	SVGID, Executive Administrative Assistant
Maddy Shipman	SVGID, Legal Counsel

Other Members Present:

Cindy Leslie	Public Audience
Mike Revty	Public Audience
Heidi Soper	Public Audience

The meeting of the Sun Valley General Improvement District was called to order by Chair Severt at 5:35 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, 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. 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 made the following announcements:

- Back to School Supply Giveaway Event hosted by Commissioner Garcia, Assemblymember Goulding, and Senator Taylor at the Sun Valley Neighborhood Center Saturday, August 1, 2026 from 10 AM until 12 PM.
- Free Swim Day sponsored by Commissioner Garcia Saturday, August 1, 2026 from 12 PM to 5 PM.
- Sun Valley Citizen Advisory Board meeting Monday, August 3, 2026 6 PM at Hobey's Casino.
- End of Season Sun Valley Pool Party Saturday, August 8, 2026 from 12 PM to 5 PM.
- Sun Valley Pool last day of operation Sunday, August 9, 2026 from 12 PM to 5 PM.
- Assemblymember Goulding Townhall Meeting at the Sun Valley Neighborhood Center Wednesday, August 12, 2026 beginning at 6 PM.

Item# 7. Discussion and action to approve account payables for June 25, 2026.
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for June 25, 2026.

Treasurer Neumann made a motion to approve the account payables for June 25, 2026 in the total amount of $553,000.66. 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 July 09, 2026.
Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for July 09, 2026.

Treasurer Neumann made a motion to approve the account payables for July 09, 2026 in the total amount of $761,075.14. 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 June 11, 2026.

Vice Chair Rider made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes June 11, 2026 as submitted. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 10. Discussion and action to ratify Chairperson Severt action signing Washoe County Interlocal Agreement for Recreation Funding Assistance effective July 1, 2026.

Mr. Melton provided a final and signed copy of the Washoe County Interlocal Agreement for Recreation Funding Assistance. He reported the agreement permits Washoe County to pay the District $150,000.00 annually to help offset the District Recreation Budget. The agreement also includes a CPI component to increase the annual total funding assistance. He thanked Ms. Shipman for her assistance with the drafting of the agreement and the support from Washoe County.

Chairperson Severt commented the District took over the Sun Valley Parks in 2010 with no funding assistance from Washoe County. The District had to adopt a monthly Recreation Fee in order to operate and maintain the parks and pool. The District is grateful for the past Washoe County sub-grants from the prior years to help offset the District's Recreation Budget. She is extremely grateful an agreement has been approved for regular funding assistance; this helps the District from having to consider raising the monthly Recreation Fee at this time.

Additional discussion ensued regarding staff and trustees' efforts working towards the long overdue Interlocal Agreement.

Vice Chair Rider made a motion to ratify Chairperson Severt action signing the Washoe County Interlocal Agreement for Recreation Funding Assistance effective July 1, 2026. Treasurer Neumann seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 11. Discussion and action to approve Shaw Engineering Design Service Proposal in the amount of $85,150.00 for new 12-inch Watermain Improvements regarding the proposed Chocolate Drive Apartments.

Mr. Baeckel provided a copy of Shaw Engineering Design Proposal in the total amount of $85,150.00. The proposal is for design and bidding services related to the Chocolate Dr. Apartment development. It has been identified in the water capacity study that there is a need to upgrade the District's existing 8-inch distribution main with a new 12-inch distribution main between 2nd Ave. and Gepford Pkwy. The upgrade is required to serve the development and increase fire flow. He reported this design proposal is 100% developer funded.

Chairperson Severt inquired the location of the water distribution main.

Mr. Baeckel responded the distribution main is located on the westside of Chocolate Dr.

Trustee Dunn inquired if the developer is required to regrade and pave Chocolate Dr.

Treasurer Neumann commented he has reviewed the most recent set of plans regarding the Chocolate Dr. Apartment project. One of the original and current issues is ownership of Chocolate Dr. Various property owners located on the eastside of Chocolate Dr. don't want to deed to Washoe County a portion of their property, that is located within Chocolate Dr. in efforts to stop the development and/or for other reasons. The developer made an adjustment to their plans and moved the paved portion of Chocolate Dr. from 2nd Ave. to 5th Ave. The development was required to have a paved road for emergency access.

Public member Ms. Soper commented she lives within the area of the proposed apartment complex. She report the developer is only paving their portion/side of Chocolate Dr. and the side she lives on will not be paved. The developer is only required to provide a crossover for her to access her property.

Chairperson Severt commented in 1997 Washoe County tried to take over ownership of all the dirt roads in Sun Valley. Due to the hold out of majority of the property owners, they did not want to give up their portion of property within the road way, in return Washoe County kept the dirt roads status quo.

Vice Chair Rider made a motion to approve Shaw Engineering Design Service Proposal in the total amount of $85,150.00 for new 12-inch Watermain Improvements regarding the proposed Chocolate Drive Apartments. Chairperson Severt seconded the motion. The motion carried unanimously.

Item# 12. Discussion and action to approve Shaw Engineering Design Service Proposal in the total amount of $58,020.00 for Wastewater Interceptor Regrade Improvements regarding the proposed Chocolate Drive Apartments.

Mr. Baeckel provided a copy of Shaw Engineering Design Proposal in the total amount of $58,020.00. The proposal is for design and bidding services related to the Chocolate Dr. Apartment development. It has been identified in the wastewater capacity study that there is a need to regrade the wastewater interceptor between manholes 17 and 19 located on Sullivan Ln. near Hug High School. The regrade is required to meet capacity and improve flows. He reported this design proposal is 100% developer funded.

Vice Chair Rider made a motion to approve Shaw Engineering Design Service Proposal in the total amount of $58,020.00 for Wastewater Interceptor Regrade Improvements regarding the proposed Chocolate Drive Apartments. Chairperson Severt seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 13. Discussion and possible action to approve request to purchase new General Manager Vehicle for a not to exceed amount of $75,000.00, for the administration department.

Mr. Baeckel reported the current General Manager vehicle is a 2021 Chevrolet Blazer; it has proven to be not the most practical vehicle for its intended use. The vehicle is frequently used to transport board members, staff, and outside officials. It is limited on passenger space and can make travel accommodations challenging. Lastly, the Blazer has low ground clearance restricting access to some of the District's remote facilities and project sites. Staff is requesting consideration to purchase a large SUV that would meet the operational needs better by providing increase passenger capacity and higher ground clearance. The Blazer would continue to be a part of the District fleet and will be used as the daily office and lifeguard vehicle, replacing the aging and fully depreciated 2007 Yukon. Mr. Baeckel provided three proposals for review and consideration from Champion Chevrolet, Corwin GMC, and Corwin Ford. After test driving all the vehicles staff is requesting approval of Champion Chevrolet proposal for a 2026 Tahoe for $63,944.25. Staff is requesting a not to exceed amount of $75,000.00 to allow for additional accessories to be equipped to the vehicle in the event the vehicle is used in the field on job sites. Upon receipt of the replacement vehicle the Yukon will be sent to auction that would help offset the purchase of the new vehicle.

After additional discussion Vice Chair Rider made a motion to approve Champion Chevrolet proposal for a 2026 Tahoe with a not to exceed amount of $75,000.00 for the District administration department. Trustee Dunn seconded the motion. The motion carried unanimously.

There were no public comments.

Item# 14. Discussion and possible action to approve request to purchase new Service Truck for a not to exceed amount of $80,000.00, for the field department.

Mr. Baeckel reported the District is in need of a new service truck for the field department. The new service truck would replace a 2006 GMC 2500 with over 150,000 miles; the service trucks milage maybe considered low; it has significant amount of idle time increasing the overall engine operating time. Mr. Baeckel provided three proposals for review and consideration from Champion Chevrolet, Corwin GMC, and Corwin Ford. After test driving all the vehicles staff is requesting approval of Champion Chevrolet for a 2026 Chevy 2500 for $69,691.25. Staff is requesting a not to exceed amount of $80,000.00 to allow for additional required accessories to be equipped to the vehicle. Upon receipt of the replacement vehicle, the GMC 2500 will be sent to auction that would help offset the purchase of the new vehicle.

Trustee Dunn inquired if the request for a new service truck is a necessity, is the 2006 GMC 2500 broken or in need of major repairs; his work truck has over 200,000 miles and is still in good shape.

Mr. Baeckel responded the 2026 GMC 2500 is still operational, as mentioned there is a significant amount of idle time with the District's service trucks. This particular truck has had several repairs performed already. The District does not have any spare vehicles for the field department; he would rather get a replacement truck before its urgent and have reliable vehicle for years than have to make a last minute purchase or spend additional funds on future repairs.

Mr. Melton reported the District has slowly been replacing the field fleet, this would be the last vehicle needing to be replaced for several years.

Public member Ms. Leslie suggested District staff to inquire with Champion Chevrolet to offer a discount since the District is purchasing two vehicles from them. She also suggested try selling the vehicle privately so the District doesn't have to pay a commission at the auction.

Mr. Melton responded the proposals the District received for the vehicles from Champion is non-negotiable because the rate is via the State of Nevada Purchasing Program. Per NRS, the District cannot sell assets privately, they must be sold within an auction.

After additional discussion Treasurer Neumann made a motion to approve Champion Chevrolet proposal for a 2026 GMC 2500 with a not to exceed amount of $80,000.00 for the District administration department. Trustee Dunn seconded the motion. The motion carried unanimously.

Item# 15. Discussion and possible action per District Personnel Policy 9.3.1; Board evaluation of the General Manager performance for fiscal year 2025/2026 with consideration of compensation increase.

Mr. Melton provided a performance and accomplishment report for 2025/2026 that also includes goals for 2026/2027.

Chairperson Severt reported she has received all of the Trustees' evaluations for Mr. Melton, he scored Above Expectations on his evaluation.

Vice Chair Rider acknowledged all of Mr. Melton's accomplishments and can attest to some of the items listed in his report and past accomplishments. Vice Chair Rider commented appreciates Mr. Melton's forward thinking for the District's future and continue to find additional funding sources for the District. He thinks the District needs to continue to be competitive and provide Mr. Melton a salary that will help continue to retain him.

Treasurer Neumann commented he stays in constant communication with Mr. Melton. He commented his evaluation reflects his appreciation for Mr. Melton.

Trustee Dunn commented Mr. Melton is an outstanding General Manager; attitude reflects leadership.

Chairperson Severt commented she read Mr. Melton's performance and accomplishment report and there are additional accomplishments that were not included in the report. She is extremely impressed with Mr. Melton's communication skills, always keeping the Board apprised on District business and is always available to answer questions when needed. Mr. Melton has rebuilt strong relationships with all the government agencies, this is a huge asset to the District.

Ms. Shipman commented she has represented the District since 2012, she has worked with multiple General Managers over the years. Each General Manager was good at their job while they held the position. Mr. Melton displays all the same attributes as prior managers and is always looking for innovated ways to become more efficient and help keep rates down for customers.

Public member Ms. Leslie commented Mr. Melton has good public relationships with the seniors.

After additional discussion Vice Chair Rider made a motion to approve increasing Mr. Melton compensation to $214,000.00 annually. Chairperson Severt seconded the motion. The motion carried unanimously.

Item# 16. Legal report by Maddy Shipman.
None

Item# 17. Field Report by Brad Baeckel.
Mr. Baeckel reported on the following:

- Meter Replacement Project; staff has installed approximately 1,000 out of 6,000 meters as of July.
- Baring sewer regrade is complete and is back online. Contractor has started on the Prosser sewer regrade this week.
- The new Pump Station project has an issue with the bridge crane height, Peek Brothers and Shaw Engineering are currently working on a fix. Currently looking into alternate options for backup power for the District's SCADA equipment as part of this project.
- JT Pump Station backup generator pads are in place and generator is onsite.
- 5 Ridges Village 5 Phase 1 water project has been submitted to NDEP.
- 5 Ridges Transmission Main 4B & 5 water project has been submitted to NDEP.
- 5 Ridges Village 8 Phase 1 water project has been submitted to NDEP.
- 5 Ridges Village 9 & 10 Phase 1 water project has been submitted to NDEP.
- Chocolate Apartment plans have been reviewed.
- Sun Mesa Phase 4 is complete and online.
- Sun Mesa Phase 5 construction has started.
- Ladera Ranch Phase 4 plans were submitted for District review this week.

Item# 18. Manager Report by Chris Melton.
Mr. Melton reported on the following:

- Sign Crafters construction on the Welcome to Sun Valley Sign on W. 7th Ave., has been delayed due to permitting and inspections.
- Department of Taxation has determined the District's FY 2026/2027 Budget to be in compliance with the law and appropriate regulations.
- June 20th Free Swim Day, sponsored by the Fink Family, had 336 patrons.
- July 4th Free Swim Day, sponsored by the Hobey's Casino, had 419 patrons.
- Session 1 Swim Lessons had a total of 47 youth that participated; out of 80 spots available. Session 2 begins July 14th; currently 48 youth are registered out of 80 spots available.
- He thanked the Board for his evaluation, their continued support for staff, the community, and for himself. He also thanked the staff for all their hard work.

Item# 19. Public Comments.
None

Item# 20. Board Comments.

Vice Chair Rider commented it has been a good year for the District and he can't thank the staff enough for their hard work and dedication to the District and the Sun Valley community.

Chairperson Severt commented last time a School Supply Giveaway event was held, supplies were given to over 200 students. She is excited for Commissioner Garcia's upcoming August 1st School Supply Giveaway. Anyone can help donate school supplies for this event or volunteer to help work the event. She has spoken with Assemblymember Goulding regarding her upcoming Townhall meeting August 12th; Assemblymember Goulding is accepting all ideas/issues to consider during the 2027 Legislative Session.

Treasurer Neumann commented the Sun Valley Blvd. Improvement Project just received additional funding. The project is fully funded to his knowledge and he hopes the improvements make a difference for the community.

Item# 21. Future Agenda Items.

Mr. Melton reported the following items will be on the August 13, 2026 agenda;

- 2026 Pool Season Recap
- Personnel Manual Updates
- Presentation by Washoe County for FY 2026-2027 Community Development Block Grant
- Possible consideration to approve an Agreement for a Cell Tower at the District Annex
- Possible consideration to amend the Credit Card Service Fee
- Possible consideration to approve new Billing Software Agreement
- Possible consideration to approve new Heating/HVAC replacement and maintenance agreement at the District building

Board requested an update regarding all current and future development and any offsite improvements related to development.

Item# 22. Adjournment.

Treasurer Neumann made a motion to adjourn at 6:37 pm. Vice Chair Rider seconded the motion. The motion carried unanimously.

Approved by the SVGID Board of Trustees on August 13, 2026

Minutes Prepared by: Jennifer Merritt, Executive Administrative Assistant