SUN VALLEY WATER AND SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
DISTRICT ADMINSTRATIVE OFFICES and via conference call
Thursday, January 8, 2026 – 11:00 a.m.

PRESENT

Peter Hendricks, Chair
Charlie Mills, Director
Sherri Newland, Director
Joe Tavarez, Director

ALSO PRESENT

Betsy Roberts, Jacobs (z)
Shenoah Williams, Jacobs (z)
Skip Martin, Jacobs (z)
Shawn Miller, BestDay (z)
Chris Benson, SVWSD
Marybeth Collins, SVWSD

DRAFT

CALL TO ORDER/ROLL CALL

Chairman Hendricks called the Regular Meeting to order at 11:02 a.m. and quorum was established.

BOARD COMMENT

No comment.

CHAIRMAN COMMENT

None

UPDATE – BESTDAY

Shawn spoke to the status of the original review plan, to bring everyone back up to speed and status of varying items. There are, in effect, four pending points to be evaluated and discussed as part of the original commitment: a review of the handbook updated draft; finalizing job descriptions; a discussion regarding the BestDay software offer and a decision on employee records storage. Shawn offered to resend information to the Board and staff, so that these items are handy, again, for review. Chairman Hendricks stated that the Board would review and discussion on next steps might occur at the February Board meeting.

OPERATIONS

Chris discussed a few recent leaks experienced (Sunburst, Atelier) and a sewer issue on Camas Loop. Discussion of locations occurred. He provided the operations team was currently working through maintenance at the well houses and boosters. Board inquiry related to on hand inventory was addressed, that the District has a solid inventory on hand, and that often Joe's also hand materials in the event the District did not have a specific part. Some conversation regarding insurance coverage occurred.

UPDATE – WATER MASTER PLAN

Director Newland inquired about a drafted plan document, and Betsy noted several items which were in play including water rights updated from counsel, water quality reporting and a quality control review which was with John Wiskus. Additionally, Jacobs and DEQ are in active conversation related to this water masterplan update. The renegotiation of the original agreement provided a later start date, a recent

meeting change (changed deadlines for cost requests) and the document to be discussed today will demonstrate significant progress despite these items. Betsy noted that todays update would provide the Board with a solid guide on capital costs, so it can commence at a more reasonable level what funds the District has on hand, and methods to fund the projects listed as priorities.

Besty, Shenoah and Skip spoke to the study scope, the data points which provide clarity on an aquifer which is reducing coupled with local demand changes. Board members inquired about mechanical solutions, which Jacobs confirmed had been evaluated and determined that reduced pump volumes are substantially not mechanical issues. Juniper Springs, its current statistics and a proposed reservoir were a focal point for Board consideration. Historically, municipal entities do not plan for serving wildland fire demands, however this might be a consideration for this Board. Some conversation, including that cost estimates have not yet been received due to an updated meeting date, but there will be solid numbers at the report which will be sent out at the end of the month. Well 14, coordination with Back Pay and a Skyline Intertie, and the force main (development, and velocity issues) were also noted as pressing, but subject to many items.

January 30th is the draft report date anticipated, and the multiple review items will continue over the next few weeks (quality controls, response on costs, pursuit of counsel and DEQ). Director Newland inquired about operational items, and Betsy proposed a voluntary workshop for the drafted report once it was sent to the District.

DRAFT

KSTP

Jeff had submitted a brief written report for the Board's information. Staff expanded on a few items noted in Jeffs report and Director Newland inquired about change orders. Staff confirmed that the Board had approved a change order for aeration basins some time ago, roughly $50,000, which was the sum of many changes for the basins and that there was a list of changes (work being eliminated, insulation of the foundation added, etc.) being tracked for the solids building, but no change order has occurred as yet. Conversation regarding subcontractors occurred, with confirmation that the Engineering team was working with all parties to ensure a good work product with minimal cost impacts.

UPDATES

The 2026 Board updated schedule still requires Directors' review, and that will be confirmed at the February meeting, engineering representatives will be meeting in the coming weeks regarding Lane Ranch, Anthony's scheduled work plan was approved with the Board verifying that the operations staff is also good, payroll discussion was not discussed and ICRMP as an insurance entity occurred.

Staff and the Board spent some time in discussed regarding two recent events, and involving ICRMP. The first is Snowcup. Staff discussed the general situation, the impacts, the communications with ICRMP and with the plumber and the status at this point. The second item is Camas Loop. Staff discussed this situation, the age of the property, the considerations, the communications with ICRMP and with the Owner and the status at this point. The Board directed staff to follow ICRMP reporting processes. A few known invoice items will be discussed at the February meeting.

CONSENT AGENDA/ FINANCIALS

Finance Committee met on Tuesday this week to review, and discuss all invoices received at that time. Director Tavarez stated that staff provided several items for informational purposes, including delinquencies, rate study items (property and water changes in light of 1982 property use), staffing, etc. Fiscal year end brief review was included for Board insight, although not all items for year end have been received.

(a) Approval of December 15, 2025, drafted Board minutes;
(b) Receive and File Financial Statements
    a. January 2, 2025 paid invoice report
    b. December 2025 financial statements
(c) Authorize advance payment of recurring invoices and payroll
(d) Authorize approval of payables on-hand as of January 2, 2026 - plus specific monthly payables (KSTP, Digline, Elan credit card, etc.)
(e). Authorize specific monthly payables (KSTP, Digline, Elan credit card update, etc.)
(f) Approve the drafted notice of payables date change letter to be sent to all vendors
(g) Approve the Annual Recurring Expenses list.

Staff confirmed that follow through on outstanding invoicing has occurred. The annual recurring expenses list discussion led to discussion regarding changes to District payment timing due to changes in Board meetings. Staff will draft a letter for review in January, to be considered when the 2026 Board schedule is determined.

MOTION: Director Tavarez motioned to authorize the full financial packet. Director Mills seconded and the motion passed unanimously.

PUBLIC COMMENT

None

LEGAL

Chairman Hendricks inquired about any invoicing being submitted to the District.

ADJOURNMENT

Having no further business to conduct, Director Newland declared the meeting adjourned at 12:48 a.m.

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Chairman, Peter Hendricks

ATTEST:

_____
Director, Charlie Mills

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