SUN VALLEY WATER AND SEWER DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
DISTRICT ADMINISTRATIVE OFFICES and via zoom conference call
Thursday, September 17, 2026 – 9:00 a.m.

DRAFT

PRESENT

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

ALSO, PRESENT

Betsy Roberts, Jacobs (z)
Holly Groves, Jacobs (z)
Heather O'Leary, counsel (z)
Jeff Vert, KSTP
Shawn Miller, BD.HR(z)
Kelcey Stewart, BD.HR(z)
Erin Greaves, Greaves Consulting(z)
Chuck Jones, SV Resident
Chris Benson, SVWSD
Marybeth Collins, SVWSD

CALL TO ORDER/ROLL CALL

Chairman Hendricks called the Regular Meeting to order at 11:03 a.m. and quorum was established.

BOARD COMMENT

No comments

CHAIRMAN COMMENT

No comment.

BEST DAY HR

At Board request, BestDay HR submitted a proposal for board support related to staffing concerns and general external HR support for the District. The Board determined at the August meeting that they would like to speak with BestDay directly regarding the proposal. Shawn spoke to the supporting items included within the $2,200 proposal which provides for options on recruitment, employee conflict, grievances, software, sign off, addresses a retainer for on call Board services, includes respectful workplace training, etc. The monthly fee for software support is $350 is done separately. BestDay HR would be a system of record for turnover issues. The Board noted that the fee for the number of staff seemed a little out of step with the likely demands, and inquired about BestDay being retained on a short term basis for the above referenced software option and projects occurring hourly or possibly a 3 month commitment. There were some questions regarding compliance as an evaluation standard, receiving communications for new laws, etc. Director Newland noted that it would be useful as to how to support this District directly and Director Griffith noted that the board believes there are gaps and suggested that staff review those items. Director Tavarez inquired about District current status, defense of Board responsibilities and HR need going forward. Staff noted that with a few new operations staff, that support for employment development might

be best use of an exterior HR entity. The Board asked BestDay to revise its most recent proposal to incorporate its ideas, gearing to the District and establishing a list of actions to address in the next 12 months, and submit to District staff prior to the October meeting.

GREAVES CONSULTING

Review of rates via both an updated rate review and via a general local evaluation provides that the District rates merit change and expansion. In a focus on volume use, particularly with sprinkling, the Board will be establishing a clearer conservation method via rate changes. The Board requested proposal to commence community information efforts, particularly with homeowner associations, where common area will be assessed via a new logic tied to new rates. Peripherally, high consumers will also be a particular focal point. Some timing was discussed. Base rate changes will occur December 1, and next spring will see the impacts of the changed rates for sprinkling. Erin spoke to a review of existing , establish a target strategy for several different groups within the District. Once strategy was defined, and the web method was established for outreach (media, video, social media – consistent messaging), tools, etc. Some discussion regarding the changes occurred (mechanics of tiering, public inputs). All parties agree that time does play a role here. Getting information out now to HOAs will support their budgeting toward capital efforts, and the District considers future bonding realities also. Specific to revenue generation for the future will be important for understanding the cost factors the District has. Strategies to be developed under contract. Chairman Hendricks noted that resolution was likely today, with a December 1 start date. Erin provided several items including Board talking points, a website to send people, awareness of each user group & impacts, etc. Director Griffith discussed a calculator option to play with and Erin has the skill for that sort of item. Director Tavarez inquired about Erin's wider experience and some thoughts on District proposed rate updates. Erin replied that outreach would have been a path she recommended, including fact finding meetings, which aides in the feeling of part of the conversation – which can include one-on-one discussions with HOAs, etc. This expands data which helps in understanding now and in future communications. The Board will be in touch with Erin. Director Griffith suggested that strategic advisor support will be the more intelligent path for the Board at this time. The Board will need to be involved locally. Staff will likely field a large number of calls. Help with messaging for local group meetings will be useful. Separate task for web page development (ex: two landing pages with FAQs, calculator).

OPERATIONS

Staff has been working through the tail end of Well 14-Red Barn site efforts as well as a few leaks (Sage Willow, Elkhorn Village) in keeping with summer norms. Production numbers are dropping which is great. New operations staff will start October 19.

MAJOR PROJECTS UPDATES – JACOBS

Besty introduced Holly Groves as an engineering peer and contact. Betsy spoke to several projects in process:

- Watermaster Plan has been approved by DEQ- fully stamped & approved. Discussion of posting the plan occurred but historically this is not public as this is a homeland security issue. Some board discussion in relation to rate changes. Counsel will also review, but recommends limited version.
- Well 14: Hydrogeologist tech memo provided to Board and recommendation to review the area via an aquifer study. The fiscal commitment related to building a well suggests that a larger area evaluation would be strategic. A study would involve transducers in several locations in addition to skilled review. Staff discussion of existing wells on Sun Valley side as well as other test sites. Director Griffith inquired about an aquifer study cost. Besty discussed analysis costs and equipment costs, with an originally estimated budget of $100,000 which had been included as a line

item in the water masterplan. Some discussion of how we landed at the current test site occurred. Discussion of property ownership.

A motion to proceed with the aquifer study to assess the larger area, to establish more information for decisions going forward was presented by Director Griffith, seconded by Director Tavarez and approved unanimously. Jacobs will present a Phase 1, Phase 2 document to clarify this study for the next meeting.

- St. Luke's Preliminary Engineering Report was presented, and highlights discussed. The proposal includes a shift to a wet pit/submersible method including three pumps for redundancy. The force main is sized appropriately. Estimated cost of $1.3M. St. Luke's has been apprised and approved. Director Newland inquired with Chris regarding operations inputs on the PER and found ops preferences are included. Jeff inquired about surge issues at the plant and so the inclusion of a VFD would be helpful for plant experiences. Holly confirmed that VFDs are already factored into the proposal. Director Newland inquired about Board approval to submit to DEQ. Director Griffith inquired about capacity and developments in the area, and received confirmation of same. Clarity on annexation areas were discussed, and the Board's current stance of the highway being a strong boundary at this point.

A motion to approve the St. Luke's Lift station PER for submittal to DEQ was expressed by Director Newland, seconded by Director Tavarez and approved unanimously. Jacobs will submit to DEQ to continue this project.

- Generator at Well 11: DEQ requirement for generators on all new wells (water system reliability). Both wells can be served with the proposed generator, equipment has been selected, planning level cost estimates are completed, a location has been defined, fuel source determined, permitting processes researched (DEQ will require the development of a PER for this item), an environmental study is unlikely to be necessary, Jacobs finishing out its scope. The PER will take approx. 3 mos. Does the Board seek a task order, what are next steps? Director Newland inquired about staff's preferences and Chris provided that it's certainly needed. Well 11 is an important asset and getting reliability expanded for it is a wise move. Counsel reviewed the agreement with the HOA and no major rights are at issue for this generator installation. Costs were discussed. Does the Board seek a task order on this next phase? The Board confirmed that Jacobs should submit a task order for PER & design for the October meeting. A few notes regarding Intermountain Gas, manufacturers, tariffs were all discussed.

KSTP

The plant is running really well. No issues with reuse this year. Flows are normal. All employees hired (total is 8 staff). KSTP will be switching to the chlorine generation process in the next few months at an estimate of $28,000. Discussion of chlorine costs & supply chain issues. Capital building updates in that concrete is poured, trusses being set, hoping to get the building enclosed before the Christmas holiday. Jeff has researched the hauling costs and we should be okay to get through that season and Hailey will allow use of their tanker which is a big cost savings. Thanks Jeff for sitting through a lengthy meeting process!

PROPOSED RESOLUTION 2026-01

Resolution No. 2026-01 was drafted to address Forgone monies in the amount of $3,148 was presented; to coordinate with the July 2026 published budget for FY Dec26-Nov 27 and the annual L-2 statement.

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Director Griffith motioned to approve Resolution No. 2026-01 in the amount of $3,148.00. The motion was seconded by Director Mills The motion passed unanimously.

PROPOSED RESOLUTION 2026-02

A resolution to establish a collection policy as part of due diligence was reviewed and discussed by the Board. Director Griffith inquired about public notice of a late fee process, counsel noted that incorporating the resolution is on the website, and a rational basis for the 1.5% fee was confirmed. The policy established 60 days as the late parameter.

Director Mills motioned to approve Resolution No. 2026-02. The motion was seconded by Director Tavarez. The motion passed unanimously.

PROPOSED RESOLUTION 2026-03

A resolution drafted to address rate changes was presented to the Bord for review and discussion. The Board worked through an equivalent connection base rate increase of 10% for water and for sewer effective the start of the new fiscal year of December 1, 2026. The Board discussed the sprinkling rates, tiers and method of determining volume at a property location. The Board agreed to expand the tiering structure from 5 tiers to 7 tiers, it approved a rate change for each of the seven tiers and the Board determined that homeowner associations would be assessed based on summing all sprinkling water used each month and then applying the new rate calculations based on the single consolidated total of sprinkling.

Director Griffith motioned to approve Resolution No. 2026-03. The motion was seconded by Director Mills, approved by Director Tavarez and Director Newland. The motion passed unanimously.

Some review of a commercial rate aspect will be accomplished prior to the October meeting

LEGAL

None.

CONSENT AGENDA/ FINANCIALS

Finance Committee met on the Tuesday prior to the Board meeting to discuss all invoices received at that time.

(a) Approval of August 13, 2026 drafted Board minutes;
(b) Receive and File Financial Statements
    a. September 10, 2026 paid invoice report
    b. August 2026 financial statements
(c) Authorize advance payment of recurring invoices and payroll
(d) Authorize approval of payables on-hand as of September 17, 2026
(e) Authorize approval of monthly credit card payment

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

PUBLIC COMMENT

None.

EXECUTIVE SESSION

None**.**

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ADJOURNMENT

Having no further business to conduct, Chairman Hendricks declared the meeting adjourned at 2:31pm

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Chairman, Peter Hendricks

ATTEST:

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Director, Charlie Mills

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