



**Sun Valley General Improvement District  
Board Meeting Minutes of  
February 09, 2023**

**Board Members Present:**

Susan Severt	Chairperson
Michael Rider	Vice Chair
Joseph Barstow	Secretary
Mark Neumann	Treasurer
Carmen Ortiz	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:**

Bo Ramsey	Public
Kelly Glenn	Roo Co.
Mark Cameron	Keep Truckee Meadows Beautiful
Marina McCreary	Keep Truckee Meadows Beautiful
Jonnica Bowen	Washoe County Library System

**The meeting of the Sun Valley General Improvement District was called to order by Chairperson Severt at 6:00 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 Barstow, Treasurer Neumann, and Trustee Ortiz. A quorum was present.
- Item# 2. Pledge of Allegiance.**  
Led by Trustee Ortiz
- Item# 3. Public comments for items not on the agenda.**  
None

**Item# 4. Motion to approve the agenda.**

*Vice Chair Rider made a motion to approve the agenda. Trustee Ortiz 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 will be closed Monday, February 20, 2023 in observance of President's Day. Sun Valley Citizen Advisory Board next meeting is March 4, 2023 at 10 am at Hobey's Casino.

**Item# 7. Discussion and action to approve account payables for January 26, 2023.**

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for January 26, 2023.

*Treasurer Neumann made a motion to approve the account payables for January 26, 2023 in the total amount of \$124,237.03. Trustee Ortiz seconded the motion.*

Audience member Mr. Ramsey inquired what was paid to the State of Nevada Bureau of Safe Drinking Water.

Mr. Melton responded the payment in the amount of \$5,990.00 to the State of Nevada Bureau of Safe Drinking Water is the District annual water permit.

*After discussion the motion carried unanimously.*

**Item# 8. Discussion and action to approve account payables for February 09, 2023.**

Treasurer Neumann gave a brief report of the account payables, customer refunds and payroll for February 09, 2023.

*Treasurer Neumann made a motion to approve the account payables for February 09, 2023 in the total amount of \$203,379.47. Secretary Ortiz 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 January 12, 2023.**

*Treasurer Neumann made a motion to approve the Sun Valley General Improvement District Board Meeting Minutes of January 12, 2023 as submitted. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 10. Update by Keep Truckee Meadows Beautiful regarding cleanup efforts and future cleanup events; with possible action to approve partnership with Keep Truckee Meadows Beautiful 2023 Great Annual Cleanup including approval of donation from District's Garbage Fund.**

Mr. Cameron with Keep Truckee Meadows Beautiful presented a Adopt A Spot Sign to the District to displayed at the Sun Valley Community Park; Summit Christian Church has officially adopted the Sun Valley Community Park. Mr. Cameron introduced Keep Truckee Meadows Beautiful new Beautification & Cleanups Program Manager Marina McCreary.

Ms. McCreary gave summary of the cleanup events located at the Sun Valley Community Park, Sun Valley Regional Park, Sun Valley Elementary School, and near Dandini; majority of these cleanups were performed by Summit Christian Church and Truckee Meadows Community College. There were a total of eight cleanup events scheduled in 2022, with a total of 220 volunteers equating to a total of 534 volunteer hours. Of those cleanups a total of 3,350 pounds of trash and a total of 220 pounds of green waste was removed. During the 2022 Great Community Cleanup both the Golden Valley and Sun Valley sites had 115 volunteers equating to a total of 345 volunteer hours. A total of 30,000 pounds of trash and 167 tires were removed. She reported this year's annual Great Community Cleanup is scheduled for Saturday, April 29, 2023 from 8 am until noon.

Ms. McCreary reported Keep Truckee Meadows Beautiful is incredibly grateful for the continued generosity and support from all their sponsors. She thanked the District for their ongoing support and involvement with providing staff and equipment each year. With the District's help, Keep Truckee Meadows Beautiful advances its mission of creating a more sustainable and beautiful region for future generations. In part of the District's support, Keep Truckee Meadows Beautiful coordinates the Illegal Dumping Task force, a collaborative of local agencies that focus on illegal dumping and prevention. Keep Truckee Meadows Beautiful continues its outreach and education efforts with residents and businesses to help prevent and encourage reporting of illegal dumping and how to properly dispose of items. A full Recycling Guide can be found on Keep Truckee Meadows Beautiful website [www.ktmb.org](http://www.ktmb.org).

Mr. Melton reported the District has partnered with Keep Truckee Meadows Beautiful since 2008. Each year the District has provided staff and equipment to assist with the Great Community Cleanup in addition to donating \$5,000 from the District's Garbage Fund to help with event expenses. Staff is recommending approval of \$5,000 donation that has been approved in the District's 2022/2023 budget.

Audience member Mr. Ramsey inquired if Keep Truckee Meadows Beautiful has considered hosting the cleanup event during the week to allow for additional volunteers.

Ms. McCreary responded hosting the Great Community Cleanup on the weekend allows for wide community involvement, holding the regional event on a Saturday provides the most volunteer opportunities.

The Board of Trustees expressed their gratitude to Keep Truckee Meadows Beautiful for their continued efforts battling illegal dumping and finding solutions to help education to the community.

*After discussion Vice Chair Rider made a motion to approve Sun Valley General Improvement District donation of \$5,000.00 from the District's Garbage Fund to be used towards the 2023 Keep Truckee Meadows Beautiful Great Community Cleanup. Treasurer Neumann seconded the motion. The motion carried unanimously.*

**Item# 11. Discussion and action to approve partnership with Washoe County Library System for the use of Sun Valley Neighborhood Center to install a book kiosk.**

Mr. Melton reported the District received a request from the Washoe County Library System for the consideration of displaying a book vending machine at the Sun Valley Community Park. Staff has been in communication with the Washoe County Library System and held a meeting onsite to determine the best location for the book vending machine. It has been determined the best location would be in front of the Neighborhood Center next to the front doors; this is a well-lighted area, as well as, good security footage to help deter any vandalism. Both agencies came up with a Memorandum of Understanding that identifies the responsibilities of both agencies.

Mr. Melton reported staff is in support of Washoe County Library System request, that the provision of the library service to Sun Valley residents patronizing the Sun Valley Community Park is consistent with the District's recreational mission and would be a valuable benefit to the community.

Ms. Bowen with Washoe County Library System provided a datasheet and image of the book vending machine. The particular machine that will be placed at the Sun Valley Community Park is robust in comparison to other vending machines. The machine allows for customized branding on the outside wrap. The machine is ADA compliant and allow complete access for any one person. Patrons can browse the book vending machine for existing library material books, and audio books to check out; patrons can even order library materials and request them to be picked up at the Sun Valley Community Park site. The machine can hold up to 400 books/audio books (depending on size of book), Library staff will customize the machine once it has several months of data on how to keep the machine stocked with the best sellers and most requested materials.

Ms. Bowen reported using the machine will be simple, patrons are only required to have a valid library card. The machine will have the capability to issue library cards onsite to make it as easy as possible for patrons. The machine operates using internet, it will be equipped with its own Wi-Fi hotspot to ensure it is operational at all times.

Mr. Neumann inquired if the Wi-Fi could be shared with the Senior Service program giving seniors access to computers to use.

Ms. Bowen responded the Wi-Fi provided for this particular machine will be via a hotspot; a small self-contained internet box built into the machine giving a small restricted range for machine access only.

Secretary Barstow inquired about special requested items; will the requested items be placed at the machine for pickup or will the patron have to visit one of the libraries. He also inquired how does someone get a new library card.

Ms. Bowen responded a patron who makes the request for a specific material can request to pick up material at any of the Washoe County Library System locations, including the book vending machine at the Sun Valley Community Park. She stated the Library staff prides itself regarding its community outreach, Washoe County Library System has the ability to provide library cards on demand.

Chairperson Severt reported she likes to keep an archive of various topics, events, and programs regarding Sun Valley. The last time Sun Valley had access to any kind of library services was in 1999, the Washoe County Library Book Mobile.

*Secretary Barstow made a motion to approve staffs request to partner with Washoe County Library System for the use of the Sun Valley Neighborhood Center to the display of a book kiosk and approval of the Washoe County Library System Memorandum of Understanding. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 12. Discussion and consideration to schedule an Electronic/Appliance Recycling Event Spring 2023.**

Mr. Baeckel reported the District has partnered with Lifecycle Solutions the last several years offering E-Waste Recycling throughout the month of April. By offering the event for the month of April it allows customers to recycle any day that works with their personal/work schedule. The event is to assist the community and reduce illegal dumping in Sun Valley and the surrounding open spaces. He reported Lifecycle Solutions will be at a new location in Stead for this event and will continue to accept all household electronics, with the exception of heavy metal appliances. There is a \$5.00 increase this year for both TV's and CRT Monitors; the cost to recycle a televisions is now \$40.00 per unit and the cost to recycle a CRT Monitor is now \$25.00 per unit. In past events District customers were allowed one television and one monitor or a combination of two monitors or televisions for free. Last year a total of 152 televisions were recycles and a total of 10 monitors were recycled. This was a total expense to the District of \$5,520.00.

Mr. Baeckel reported staff is requesting approval to offer another E-Waste Recycling event with the partnership of Lifecycle Solutions for the month of April. It is staff's recommendation to offer any combination of two monitors or televisions for free and any additional units would be at the customer's expense. This event have been budgeted in the District's 2022/2023 approved budget paid from the Garbage Fund.

Chairperson Severt likes that the District is able to partner with Lifecycle Solutions with this event. In year's past, the event was restricted to only one day and created traffic congestion. By partnering and holding the event for the entire month allows the customers to go at their own leisure, and cuts back on District staff time. Ms. Severt directed staff to make sure the event is promoted as much as possible.

Treasurer Neumann inquired how does the District promote the event and he wants to make sure the new location is highlighted, since everyone is use to going to the Greg St. location.

Ms. Dowling responded the District will promote the event with a bill insert to all of the District customers the month of March. Each customer who wants to take advantage of recycling a television or a monitor for free will be required to get a voucher issued by the District. The patron must be a District customer to qualify for a voucher. The flyer and voucher will highlight the new location including a map.

Vice Chair Rider commented he would like to make sure the flyer details all of the items that can be recycled with this event. This event continues to be a huge success for the Sun Valley community.

*After additional discussion Secretary Barstow made a motion approve staffs request to partner with Lifecycle Solutions for an E-Waste Recycling Event the month of April as presented by staff. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 13. Discussion and possible action and/or direction to staff regarding 2023 proposed recreation schedule and events, including contracted leagues and programs.**

Ms. Dowling gave a brief overview of the District's 2023 recreation season; staff is still in its planning stage with many events still pending based on other agencies schedules. The District will be partnering with Community Service Agency regarding the annual Easter Egg Hunt. This year the event is scheduled for Saturday, April 8, 2023 at the Sun Valley Community Park. The District will be partnering and participating with the April 29, 2023 Keep Truckee Meadows Beautiful Great Community Cleanup. The District will once again partner with Lifecycle Solutions to offer a month-long E-Waste Recycling event for the month of April. The Robert and Norma Fink Sun Valley Pool is tentatively scheduled to open Friday, June 16, 2023. The Pool will be open Tuesday thru Sunday last day of operation scheduled for August 13, 2023. As a reminder the Pool season is in conjunction with the Washoe County School District balance calendar. Free swim days a still pending sponsorship at this time.

Ms. Dowling reported staff has met regarding the Movie in the Park event; this event has not been as successful the past several years and attendance is decreasing significantly. Staff recommends refreshing the community event by bringing back the theme Dive Into Summer and hold a free barbeque the day of the pool opening Friday, June 16, 2023. The District can provide free hot dogs, chips, beverage while promoting the District's recreation program. Staff would like to invite all of its park partners to provide a small activity or table to promote their programs. The event would be held from 5 pm to 7 pm with music and potentially replace the traditional raffle with a 50/50 raffle and pass out free swim tokens.

Ms. Dowling continued with the 2023 recreation schedule reporting the end of Summer Pool Party is scheduled for Saturday, August 12, 2023. The District will continue its partnership with Washoe County regarding the Veterans Celebration scheduled for Saturday, November 4, 2023. Staff is awaiting responses from various agencies/organizations regarding other community events such as the annual Give-Away Day and Car Show.

The District's ongoing programs at the District's recreation facilities include Washoe County Senior Program, Monday thru Friday, United Reno Tang Soo Do Martial Arts Program, Tuesday, Thursday, Friday, and Saturday. New Revival Church services on Sundays. Community Services Agency Pre-K program, Monday thru Friday. Lastly, the recently approved addition of a Washoe County Library System book kiosk.

Ms. Dowling reported the District leases the BMX Track with USA BMX; this program operates January thru December weather permitting. Sun Valley Cal Ripken / Babe Ruth leases both the Sun Valley Community Park and Gepford Park baseball fields March thru

June. Nevada Adult Baseball League leases the Sun Valley Community Park baseball field March thru October. Northern Nevada Soccer League leases the Sun Valley Community Park soccer field March thru October. Lastly, Sierra Youth Football League pending lease Gepford Park September thru October. Staff would keep the Board apprised of any upcoming community event confirmations and/or requests.

Trustee Ortiz commented she is in favor of replacing the Movie in the Park with a community barbeque. Every year staff has struggled with the weather; it either being too windy or really cold.

Secretary Barstow inquired if the District staff was considering hosting the Sun Valley Fun Sunday Event were the District passed out free trees. He believes the Board is in favor of refreshing the District's summer event.

Ms. Dowling responded no, the Sun Valley Fun Sunday was car show put on by another agency that the District participated with. The Dive into Summer is a theme branding slogan the District used to promote the Movie in the Park. The District borrows the movie screen and sound equipment from Washoe County. The Movie in the Park event requires a lot of staff and preparation with soliciting for raffles and promoting the event. District staff has to be onsite once the screen has been inflated to monitor it due to weather. Again, the participation with the Movie in the Park has decreased significantly. The attendance for this event is mainly for the barbeque and raffle, once the movie starts over half of the attendance leave.

Mr. Melton reported staff has met regarding the Movie in the Park, what makes the event successful and what is not working. What made the event successful was giving the patrons a place to gather around to enjoy music, barbeque, raffle, and having the participation of the various Sun Valley recreation partners. He stated once the sun goes down, majority of patrons leave the park when the movie starts. Last year there was approximately 15 patrons who stayed to watch the movie. District staff has to stay onsite to show the movie, and pickup afterwards; typically don't leave the park until 11 pm.

Treasurer Neumann reported the Impala Car Club had mentioned they would like to host a Trunk-Or-Treat event in October. He directed staff to contact the car club and assist with the event.

Mr. Rider commented he has spoken with various Sun Valley companies that would like to consider Trunk-Or-Treat event, Boulevard of Lights with the participation of local businesses celebrating Christmas even offering a community event with Santa.

Ms. Dowling reported it is still early in the year, the District hasn't received confirmation from the various agencies/organizations regarding the other community events.

Chairperson Severt commented she enjoyed the Movie in the Park event; the new challenge is competing with people being able to stream movies whenever they want. She would like to see the District offer a couple of adult swim days from 5 pm to 7 pm at the pool this summer.

*After further discussion Trustee Ortiz made a motion to accept the proposed 2023 Recreation schedule and events, including contracted leagues and programs as presented by staff. Treasurer Neumann seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 14. Review of proposed 2023 spring newsletter article ideas with possible direction to staff.**

Ms. Glenn with Roo Co. provided a list of suggested articles for the upcoming 2023 spring newsletter. Article suggestions include: promotion of the Dive into Summer event, Opening of Pool and operation schedule, job announcement for aquatic staff, announcement of new Washoe County Library System book kiosk, partnership with Keep Truckee Meadows Beautiful and the Great Annual Community Cleanup, partnership with Lifecycle Solutions regarding E-Waste Recycling Event, announcement of voluntary watering days and a update regarding the District's ARPA Grant progress, along with all the important dates.

Trustee Ortiz requested an article regarding the important of avoiding scams.

Vice Chair Rider requested an update of all the improvements the District has made in the parks. This could be part of the ARPA Grant progress.

*Trustee Ortiz made a motion to approve the proposed 2023 spring newsletter article ideas. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 15. Discussion and action regarding Sun Valley General Improvement District's Ad Valorem Tax percentage collected by Washoe County Treasurer via property taxes.**

Mr. Melton reported the District Board of Trustees is required to vote each year on the Washoe County tax rate for the properties in Sun Valley. This tax is the District's Ad Valorem that is collected via property taxes. Washoe County's preliminary tax rate calculations show there is room to raise the tax rate from .2296 to .3065 if the Board wants to consider an increase. The District's Ad Valorem at the current rate of .2296 generates \$392,604 annually. The money collected from the Ad Valorem is set aside for the District's capital improvement projects related to infrastructure improvements and repairs. Mr. Melton reported staff is recommending the District leave the Ad Valorem tax rate at .2296 for fiscal year 2023/2024.

*Secretary Barstow made a motion not to increase the Washoe County Tax Rate at this time and to continue the Washoe County Tax Rate at .2296. Treasurer Neumann seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 16. Discussion and action to approve Landscaping and Maintenance Contract for the Sun Valley General Improvement District Parks.**

Mr. Baeckel provided three proposals for review and consideration for Landscaping and Maintenance of the District's office and parks. Staff is recommending approval of Brothers Lawn and Landscape proposal in the amount of \$41,004.00. Brothers Lawn and Landscape has performed landscaping services for the District for the past four years and their proposal is for another two-year agreement. The increase in the proposal includes landscaping



services at the District office and sprinkler, drip line, and solenoid repairs, this will save the District on performing such repairs.

Vice Chair Rider inquired about the performance of services by Brothers Lawn and Landscape.

Mr. Baeckel responded Brothers Lawn and Landscape have done a good job in the parks. They are attentive to District's requests and occasionally staff refers to the signed Scope of Work agreement. He believes with the new proposal of having the contractor perform the repairs, it will streamline the overall performance.

Treasurer Neumann inquired if the District was able to hire a full time employee to perform landscaping services as part of the identified use of ARPA Grant Funds.

Mr. Baeckel responded the District identified hiring a permanent part time park maintenance employee to perform general duties in the parks. The position is normally considered a season position; with the grant funds the District was able to make is a permanent part time position until December 2023. The District's park maintenance position prunes trees and shrubs, empties the garbage, performs various cleanup projects, graffiti removal and cleans permanent restrooms.

Chairperson Severt complimented Brothers Lawn and Landscape work throughout the parks.

Mr. Melton reported there has been discussion regarding how long Brothers Lawn and Landscape will continue to provide such services. Mr. Melton referred to other proposal submitted as the District may have to significantly increase its budget for landscape and maintenance services in 2025.

*After further discussion Vice Chair Rider made a motion to approve Brothers Lawn and Landscapes two-year proposal in the amount of \$41,004.00 per year for landscape and maintenance services at the District office and parks. Secretary Barstow seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 17. Review and discussion of informal proposal for the purchase of two new scoreboards at Gepford Park Ball Fields; with action to approve Yesco proposal with a not to exceed amount of \$42,000.00.**

Mr. Baeckel reported staff is requesting approval from the Board of Trustees of Yesco proposal to replace two older scoreboards at Gepford Park. The scope of work includes removal and disposal of existing scoreboards and installation of new scoreboards and painting to match existing scoreboards. Staff is recommending approval Yesco's proposal with a not to exceed amount of \$42,000.00 to account for any additional permitting costs. Mr. Baeckel reported this project would be funded by the Washoe County ARPA sub-grant funds.

Vice Chair Rider commented the existing scoreboards are extremely old and agrees they have exceeded their life expectancy. He thinks this is a great use of the grant funds.

*Treasurer Neumann made a motion to approve Yeso proposal for the purchase and installation of two new scoreboards at Gepford Park with a not to exceed the amount of \$42,000.00 paid from Washoe County ARPA sub-grant funds. Vice Chair Rider seconded the motion. The motion carried unanimously.*

There were no public comments.

**Item# 18. Legal report by Maddy Shipman.**

None

**Item# 19. Field report by Brad Baeckel.**

Mr. Baeckel reported on the following items:

- Mr. Baeckel gave a brief update regarding development – the final facilities fees payment of \$347,000.00 has been made for Valle Vista; final walkthrough and punch list for corrections is pending. 5 Ridges Village 2 and 4 (102 homes) District Water Facilitates Fees have been paid and water rights have been dedicated; District is waiting on correct plans prior to submittal to Nevada Department of Environmental Protection for review and approval. 5 Ridges Village 6 (146 homes) District Water Facilitates Fees have been paid and water rights have been dedicated; plans have been submitted to Nevada Department of Environmental Protection for review and approval. The Ridge at Sun Valley (195 apartment complex) has submitted for a master grading permit; issuance of the Washoe County Grading Permit triggers the payment of District's Water and Sewer Facilities Fees. At least 2/3 of the District Facilities Fees must be paid prior to issuance of Will Serve Letter; construction is estimated to begin the end of February.
- The District received a brief update from Washoe County Sheriff Office regarding abandoned vehicles. For calendar year 2022 Washoe County Sheriff Office expensed \$9,941.00 from District donated funds to remove 85 vehicles and 10 motorhomes from the Sun Valley community.

**Item# 20. Office report by Erin Dowling.**

Ms. Dowling reported on the following:

- The District was able to pass out all of the Radon Kits that were provided by University of Nevada Cooperative Extension.
- The District continues to be busy with leaks and winter evaluations. As a reminded the District's winter evaluation period is December thru March.

**Item# 21. Manager report by Chris Melton.**

Mr. Melton reported on the following:

- Staff has began working in the 2023/2024 District budget and reviewing the District's Tariff.
- Staff is currently reviewing BDR's and will work closely with Holland and Hart during the 2023 legislative session and reports on any bills as they develop.
- He wished Secretary Barstow a happy birthday on behalf of the District.

**Item# 22. Public Comments.**

None

**Item# 23. Board Comments.**

Trustee Ortiz inquired if the District is sending any employees to the 2023 Nevada Recreation and Parks Society Conference being held February 27<sup>th</sup> thru March 1<sup>st</sup> in Las Vegas, NV. This is a conference she would normally attend and requested permission to attend if it is not to late.

Vice Chair Rider thanked staff for continuing to work diligently for the District and staying on top of issues as they arise. He also thanked the District for the opportunity to attend the Nevada Public Official Orientation and Symposium Level I class offered by University of Nevada Extended Studies; the class was extremely informative.

Treasurer Neumann commented he attended the Nevada Public Official Orientation and Symposium Level I class with Mr. Rider and thanked the District for the opportunity to attend the class; he looks forward to attending Level II class when its available. He also commented he will be absent for the District's June 8, 2023 Board Meeting.

**Item# 24. Future Agenda Items.**

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

- Presentation by John Spears with Edward Jones regarding District's Investments.
- Approval of CliftonLarsonAllen engagement letter designating them as District's auditor for 2022/2023 District audit.
- Approval of proposal to retrofit park lighting at Gepford Park; ARPA funded.
- Review of staff's recommendations regarding Tariff amendments with approval to schedule a Tariff Hearing.
- Standing item 2023 legislative update by District's lobbyist Holland and Hart.
- Customer request for consideration of reimbursement of fees related to a leak.
- Possible request by 5 Ridges regarding a Utility Bond for Highland Ranch Parkway T-Main Project

**Item# 25. Adjournment.**

*Secretary Barstow made a motion to adjourn at 7:19 pm. Trustee Ortiz seconded the motion. The motion carried unanimously.*

Approved by the SVGID Board of Trustees on March 09, 2023  
Minutes Prepared by: Jennifer Merritt, Administrative Assistant