



**KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES  
MEETING NOTICE  
AGENDA  
TUESDAY, JUNE 13, 2023**

A meeting of the Kingsbury General Improvement District Board of Trustees shall be held Tuesday June 13, 2023, at the district office (255 Kingsbury Grade, Stateline, NV, 89449), commencing at 5:00 p.m. The agenda and supporting material are available on the district website ([www.kgid.org](http://www.kgid.org)), News & Notices. Copies of this agenda were posted 3 business days prior to the meeting at: The District Office, Stateline Post Office, Zephyr Cove Post Office, and Douglas County Lake Tahoe Administration Building.

Remote attendance is welcomed. To offer public comment prior to the meeting, individuals may submit comments using one of the following methods: The drop box located at the district office entrance, fax (775) 588-3541 (Attn: General Manager), or email to [mitch@kgid.org](mailto:mitch@kgid.org).

- To provide public comment or attend the meeting by phone, dial **(669) 900-9128** and enter ID code **775-588-3548** passcode **906347**. Although the phone line accommodates multiple callers, should you receive a busy signal, please call back.
- Public comment is limited to three minutes and occurs at the beginning and end of the meeting and also invited during the Board's consideration of each action item, as well as before action is taken.

**Join the meeting using the link below via Zoom:**

<https://us02web.zoom.us/j/7755883548?pwd=UnF2YzBxb05Ya0pjWjRCNUNEMUFVZz09>  
Meeting ID: 775 588 3548 Passcode: 5883548

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**MISSION STATEMENT**

As a team, our employees and Board of Trustees provide water and sewer service, maintain roads and drainage systems for the benefit of our customers using modern business systems in an efficient courteous, and accountable manner which surpass standards set for public health, safety and the environment.

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**Notice to persons with disabilities:** Members of the public who are disabled and/or require special assistance or accommodations are requested to notify the district at (775) 588-3548, in advance of the meeting.

## AGENDA

5:00 P.M.

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Roll Call**

**4. Public Comment**

This is the public's opportunity to speak on any topic pertinent to the district and not listed on this agenda. Public comment will also be invited during the Board's consideration of each action item, and before action is taken. Please limit your comments to three minutes. Nevada Open Meeting Law (NRS 241.034) prohibits action on items not listed on the agenda.

**5. Approval of Agenda (Possible Action):** Items on the agenda may be taken out of order; two or more agenda items may be combined for consideration; and items may be removed from the agenda or discussion relating thereto delayed at any time.

**6. Approval of Minutes (Possible Action):** Approval of the minutes for the Board of Trustees meeting held on May 16, 2023.

### PRESENTATIONS

**7. Presentation - Douglas County Community Services Presentation - Trails Plan Update**

### NEW BUSINESS

**8. For Information and Possible Action:** Approval of list of Claims May 2023

**9. For Information and Possible Action:** Review and receive Financial Statements April 2023

**10. For Information and Possible Action:** Modification to the Board of Trustees regular meeting calendar

**11. For Information and Possible Action:** Review the Nevada Public Agency Insurance Pool Member 2023 Proposal and Approve payment

**12. For Information and Possible Action:** Bldg. 160 Pine Ridge renovation and repair project

**13. For Information and Possible Action:** NV Energy line extension agreement Bldg. 160 Pine Ridge Drive

**14. For Information and Possible Action:** Palisades lift station rehabilitation project

**15. For Information and Possible Action:** Approve procurement of the Computerized Maintenance Management Software (CMMS) with Brightly Software Inc.

**16. For Information and Possible Action:** Modification to Legal Services Contract

**17. For Information and Possible Action:** Update of Procurement Policy

**18. For Information and Possible Action:** Supplement to the Health Savings Accounts (HSA) of employees based upon Public Employees' Benefits Program (PEBP) for the fiscal year 2023/2024

**19. For Information and Possible Action:** Compensation adjustment for exempt employees

**20. For Information and Possible Action:** Annual evaluation and compensation of General Manager

**ACTION WILL NOT BE TAKEN ON REPORTS OR CORRESPONDENCE:**

- a. Board Member Reports
- b. Management Report
- c. Legal Counsel Report
- d. Correspondence

**19. Announcements and Public Comment**

**20. For Possible Action:** Adjournment