

**MINUTES OF THE REGULAR MEETING OF THE
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES
TUESDAY APRIL 15, 2025**

CALL TO ORDER - The meeting was called to order at the Kingsbury General Improvement District office located at 160 Pine Ridge, Stateline, Nevada at 5:05 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL – In person attendance were Trustees Trigg, Parks, Johns, Nelson and via zoom was Felton. Also present were Interim General Manager Joe Esenarro, Administration and Human Resource Supervisor Judy Brewer and General Counsel Chuck Zumpft. Public included Kathy Odom, Claude Hutchison, Jr., Derek and Kathy Dornbrook.

PUBLIC COMMENT – Trustee Parks made a public comment regarding the General Manager candidate Darek Dornbrook. The board discussed scheduling a special meeting to review and approve the contract for the new General Manager, Derek Dornbrook. Some board members expressed a desire to review the contract more thoroughly before signing. It was decided to hold a special board meeting on Tuesday, April 22nd at 9:00 a.m. to finalize the contract.

APPROVAL OF AGENDA – This agenda was skipped.

APPROVAL OF THE MINUTES – There was no public comment

The board discussed issues with the AI-generated meeting minutes, focusing on item regarding the condition of a water line installed on Kahle in 1977. It was agreed to remove the statement about its condition and clarify that it will need to be replaced in the future.

M-4/15/2025-1 - Motion by Felton, seconded by Nelson, and unanimously passed to approve the Regular Meeting Minutes dated April 15, 2025, with the minor change above.

NO ACTION TOOK PLACE ON THE FOLLOWING ITEMS:

NEW BUSINESS

FOR POSSIBLE ACTION:

LIST OF CLAIMS – There was no public comment

Nelson questioned check #65015 for the Round Hill General Improvement District and why we pay water consumption for Dorla Court. Esenarro informed Nelson he would get back to her with an answer after he had a chance to research it.

Parks expressed concerns and wanted the board to be aware of Check # 65066 in the amount of \$21,000 for Manchester to clear (210) fire hydrants of snow when the weather didn't warrant such activity.

M-4/15/2-25-2 – Motion by Johns, seconded by Trigg, and unanimously passed to approve the List of Claims in the amount of \$1,169,485.41 as represented by check numbers 64986 through 65174.

RECOMMENDATION OF AWARD FOR (FY25 ROAD REPLACEMENT & REHABILITATION PROJECT):

There was no public comment

Travis Marshall of Dowl presented a recap of the FY25 Road Project in the Kingsbury district, which includes crack repair, half and full road replacement, repair of damaged manhole and valve collars, and surface treatments on the 22 miles of roads within the district.

The project was awarded to Sierra Nevada Construction, the lowest bidder, at a cost of \$1.8 million, which is 20-30% below the engineering estimate.

The current Tina-Tramway project (Alt. 2) is to be complete before Sierra Nevada Construction can fulfill the entire contract. Dowl is looking into creating a contract amendment to make sure SNC keep approved contract prices until next year in case they are not able to complete the Tina-Tramway project before the weather sets in. The only fund affected by this project is the General Fund. It is anticipated that our roads will be up to date after this project for 20-30 years if we keep up on the maintenance.

Felton questioned if we have all the roads surfaced, are we going to have to end up redoing them up with the upcoming water projects. Marshall explained that they are working around all scheduled water project areas to schedule to be treated the following year, so the roads won't have to be fixed then dug up again.

Felton questioned if the board is allowing the GM to execute any amendments? Trigg revised the motion to reflect the following:

M-4/15/2025-3 – Motion by Trigg, seconded by Johns, and unanimously passed to approve award of the FY25 Road Replacement and Rehabilitation Project authorizing the Interim General Manager to execute appropriate documents paid by the general fund for a cost \$1,814,007.00 to include the base, Alt 1 and Alt 2 of the contract.

PRESENTATION AND OVERVIEW OF COMPREHENSIVE IT SUPPORT:

There was no public comment

A presentation was provided by Ryan Baskharoon of PacStates Integrated Business Technology regarding our Information Technology processes. Ryan proposed a new program in detail that includes unlimited hours for monitoring and managing the network, as well as additional services such as replacing outdated equipment and moving to a cloud-based system, project management, backup system in case internet provider goes down, new phone system, quarterly cyber security training, vendor management, etc. The new program would include a flat rate for all services, with the cost to be determined after a full discovery is complete. We will have a quote to present at our May 20, 2025, board meeting.

No decisions were made during the meeting, information only.

PURCHASE TRUCK TO REPLACE ON CALL TRUCK: - There was no public comment

The potential purchase of a new on call truck was discussed, which was budgeted at \$50,000.00, the total cost for the truck ended up being \$45,422.00.

Parks questioned which fund this will be paid out of. This will come out of the water fund since it's an on-call truck.

M-4/15/25-4 – Motion by Johns, seconded by Trigg, and unanimously passed to purchase new truck to replace the on call truck.

REVIEW DRAFT OF MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN TAHOE DOUGLAS FIRE AND KINGSBURY GID REGARDING SNOW REMOVAL FROM AROUND FIRE HYDRANTS:

There was no public comment

The board committee (Johns and Esenarro) negotiated with Tahoe Douglas Fire to see if we can all agree on a solution regarding the snow removal from fire hydrants to eliminate the threat of criminal sanctions levied upon the Kingsbury GID for failure to manage obstacles around the hydrants.

The committee drafted a MOU to be reviewed by the board prior to being presented to Tahoe Douglas Fire.

There was some disagreement about the MOU's terms, particularly regarding the payment for the use of Zephyr crew. It was explained that if the Zephyr crew is to be used that Tahoe Douglas Fire would contact Kingsbury GID's General Manager who will need to authorize services first.

Parks questioned why it's stated in the MOU that Kingsbury GID is responsible for remarking fire hydrants. The board will address several items to be revised in the new snow removal contract. The current snow removal contract is due to expire in September 2025.

Due to the numerous comments Kingsbury GID's General Counsel will make the revisions then the intentions are to share it with Johns then have Johns share with his contacts at the Tahoe Douglas Fire. The settlement judge put everything on hold to allow the two parties to try and come to an agreement. Waiting for feedback from the Tahoe Douglas Fire then will represent to the board and fine tune the MOU some more before the final is approved.

No action was taken.

BOARD REPORTS

Nelson reported that the sewer authority approved the tentative budget. Some of the upcoming projects include electrical and equipment improvements on the main pump station. Export line renovations which may be postponed until next year due to forest service permitting. New pavement and asphalt improvements to their access road. They are talking about a site visit to the Bently reservoir where we export the treated wastewater. Looking at the levels to see if it will ever reach compacity. Influent flows were down 5.4%, maybe due to the slower winter season.

MANAGEMENT REPORTS

Interim General Manager's Report

Administrative and Human Resources Report

Engineer's Report

There were no questions

Attorney's Report

There was nothing to report

CORRESPONDENCE – There were no comments.

FINAL PUBLIC COMMENT – There were no comments.

ADJOURNMENT

M-4/15/25-5 – Motion by Johns, seconded by Felton, and unanimously passed to adjourn the meeting at 7:23 p.m.

Respectfully submitted,

Sandy Parks, Chair

Attest:

Cindy Trigg, Secretary