

**MINUTES OF THE REGULAR MEETING OF THE  
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES  
TUESDAY, APRIL 19, 2022**

**CALL TO ORDER** - The meeting was called to order at the Kingsbury General Improvement District office located at 255 Kingsbury Grade, Stateline, Nevada at 5:02 p.m. by Sandra Parks.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – In attendance were Trustees Parks, Schorr, Yanish and Vogt. Also present were General Manager Mitch Dion, Operations Superintendent Brandon Garden, Administration & Human Resource Supervisor Judy Brewer, General Counsel Chuck Zumpft, and Matt Van Dyne of Farr West Engineering. Public present included Larry Schussel.

**PUBLIC COMMENT** – Larry Schussel referenced his second letter to the board dated April 12, 2022. He read the KGID Mission Statement into the record. He stated that he is waiting to connect with some of the Trustees that he would like to inspect his property. He reminded the board that when there is a lot of surface water it floods his property. He explained that a pump and hose that is currently installed to prevent overflow. He feels the drainage system installed in 2008 was engineered improperly. He requested to be notified in advance of any changes to the drainage set-up. He stated that he looks forward to further communication with Mr. Dion.

Parks noted that she visited the site yesterday and the property is currently dry.

**APPROVAL OF AGENDA** – Dion suggested moving Item 13 to beginning of New Business.

**M-4/19/2022-1** - Motion by Yanish, seconded by Vogt, and unanimously passed to approve the Agenda as amended.

**APPROVAL OF MINUTES** –

**M-4/19/2022-2** - Motion by Parks, seconded by Schorr, and passed to approve Regular Meeting Minutes dated March 15, 2022. Yanish obtained due to her absence at the meeting.

**APPROVAL OF CONSENT CALENDAR** – Parks inquired, and it was confirmed that Homeserve program is pass through.

**M-4/19/2022-3** - Motion by Yanish, seconded by Vogt, and unanimously passed to approve the Consent Calendar Item A: List of Claims in the amount of \$675,788.19 as represented by check numbers 61401 through 61532.

**NEW BUSINESS**

**NO ACTION TOOK PLACE ON THE FOLLOWING ITEMS:**

**FOR POSSIBLE ACTION:**

**PRESENTATION BY DR. CLINT PURVANCE AND CHRIS PROCTOR BARTON HEALTH REGARDING DEVELOPMENT IN STATELINE COMMUNITY.** Dr. Purvance provided history of the healthcare in the south shore and he explained the upcoming expansion of Barton into the old Lakeside Casino building. Demolition has commenced and they are currently site planning. The final design of the medical facility is still in progress, this includes specialty practice and long-term care facilities. He stated they are also in negotiations to purchase the building across from Lakeside currently occupied by Douglas County as they will be moving to the event center along with Lake Tahoe Visitor’s Association. Their goal is to create better access for services in both California and Nevada. Their investments in facilities will be substantial.

Proctor stated they are communicating with the community on the needs and design for the planning of the project. He noted there are various agencies interested in their project and they understand the importance of communicating with those agencies. They have identified health issues that will need to be addressed. Transportation and housing are concerns and they are looking for feedback.

Purvance discussed Kahle Drive paving and maintenance issues along with their plans to partner with other agencies for needed improvements. A redesign of Kahle Drive is also being reviewed. As far as expansion or relocation of services, he explained that there is capacity at both locations to develop. He confirmed they are a not-for-profit company and there are regulation differences between California and Nevada which may influence their location of healthcare services.

Yanish noted that the Lakeside property included development rights such as Tourist Accommodation Units and she questioned if they intend to convert those to Commercial Floor Area. Purvance could not comment on any determination and he noted that healthcare is exempt from Commercial Floor Area unless it is retail. Yanish suggested making these development rights available for use elsewhere within the basin.

Yanish stated that infrastructure in the area needs improvement. She questioned if Barton intends to invest in that infrastructure. Purvance explained there will be site challenges and there is a need to tie-in to modern infrastructure. Yanish stated that transportation and pedestrian access also need to be improved. She referenced a roundabout at Highway 207 and noted Oliver Park GID has trouble appointing Board representatives. Purvance explained that community perception surveys, community meetings and data including projections of growth will be considered. Yanish suggested a Douglas County stakeholder group. Proctor noted their involvement in the community is broader and they consider the overall health of individuals.

Purvance and Proctor exited the meeting.

**APPROVAL TASK ORDER NUMBER ONE – FOR ARCHITECTURAL SERVICES FOR EQUIPMENT STORAGE FACILITY:** Dion provided a report in writing. He explained this task order is for the first development of the yard facility including site development. Dion explained that an architectural contract has been established with Paul Gavin and confirmed there will be no administrative operations at the sprung structure. Other services provided by Gavin will include structural, mechanical and electrical engineering. The \$500K estimate would include the site work including foundation and gravel or paving, as necessary.

Yanish requested Van Dyne’s input. Van Dyne stated they have coordinated with Gavin and will provide background support or assistance where necessary. Dion confirmed the objective is not to change the use or NDOT requirements to avoid the requirement of a deceleration lane.

**M-4/19/2022-4** - Motion by Vogt, seconded by Yanish, and unanimously passed to approve Task Order Number One and authorize the General Manager to proceed with the site assessment and building programming report.

**DUSCUSSION AND APPROVAL FOR THE AWARD OF THE FY2022 ROADWAY SEALING PROJECT:** Dion provided a report in writing. He explained that waterlines were considered in the design of this project.

**M-4/19/2022-5** - Motion by Vogt, seconded by Yanish, and unanimously passed to approve award of the FY 2022 Roadway Seal Project to Sierra Nevada Construction, Inc (SNC) for the Base Bid or \$235,924.83 and the Alternate Bid item for \$28,082.17 authorizing the General Manager to execute contract.

**DISCUSSION AND DETERMINATION OF GENERAL MANAGER EVALUATION FORMAT:** Brewer provided a written report. Dion explained the written evaluations will be brought to the May or June meeting for discussion. Yanish noted the template is similar to what was used previously and supports this process annually. Yanish verified with Brewer that she is satisfied with the form. Yanish noted a prior sub-committee to discuss these items in detail for presentation to the board. Brewer explained that the other process is for the Trustees to

individually complete the form coordinated by the Chair to be discussed at a public meeting. Schorr confirmed this form is only for the General Manager.

**M-4/19/2022-6** - Motion by Vogt, seconded by Yanish, and unanimously passed to approve the proposed format and process for the General Manager Evaluation.

**PRESENTATION AND DISCUSSION FOR FACILITIES UPDATE** – Dion provided a report in writing. This presentation is a review of the facilities planning for the Trustee’s comments and discussion while keeping the issues current. He reviewed the facility plan regarding development of an equipment storage facility at Kingsbury Grade and field operations facility at 160 Pineridge. He reminded the board that approval was made to proceed with crew facilities on level one of 160 Pineridge which is considered an urgent need. He reviewed other options, including a hybrid of occupying the first floor of 298 Kingsbury Grade and the first floor of 160 Pineridge. Schorr confirmed some equipment will be retained at 160 Pineridge along with the crew.

Dion noted the designs presented were simply conceptual and the board has not approved any designs. The hybrid improvements were roughly estimated at \$800K-\$900K. He reviewed the lease options and costs at 255 Kingsbury along with rental income and lease terms of 298 Kingsbury. He noted that current plan is utilitarian and limited to interior so even windows would not be replaced or upgraded. HVAC already needs to be replaced within one year and future planning and design should be considered for ducting.

Parking issues were reviewed, including codes and vehicle needs. He mentioned gating recommendation to protect vehicles with tools. Upcoming electric vehicle requirements are also a concern for charging stations. He clarified the recommendation is to move forward with design and initiate approval for layout of 298 Kingsbury first floor design. The initial renovation design will be brought to the board for approval. He noted that there is an ingress and egress access for the building behind these properties and details are unknown at this time. Clarification is pending which would affect the fencing possibility. Yanish suggested asking the title company to review this issue. There was no action taken.

**PRESENTATION BY TRUSTEE NATALIE YANISH-NATIONAL LEAGUE OF CITY CONFERENCE.**

Due to technical difficulties, the presentation did not function. Yanish offered to send a presentation to the trustees. She explained the structure of the conference and related meetings to address concerns of local government. There were various groups dealing with similar issues as KGID. Joe Biden was the main speaker at the main stage address and there many legislators were present. During breakout meetings, they discussed local issues and she noted that Lake Tahoe will be receiving \$29.2M of federal funding to reduce fuel and provide infrastructure, but KGID, we has not received funds directly. She presented to legislators that we (GIDs) have not received any of the ARPA (American Plan Rescue Act) funds. She noted that a replacement representative from KGID is needed to continue membership. She mentioned the importance of these connections. The Nevada League of Cities retreat is June 8, 2022 in Fallon and the annual conference is August 9-12, 2022 in Las Vegas.

**BOARD REPORTS** – Vogt read a statement from Rob Hopkins regarding the Bentley property transfer. It stated that they have been talking to the ranch manager and the ranch will be sold with an ongoing operation and the Sewer Authority should expect business as usual with the new owners. He also stated that the sales process will take some time and they should have plenty of warning of any radical changes. The sewer disposal contract with Bentley will transfer with the owner and we will maintain the ability to dispose of fluid at the reservoir. Their attorney is reviewing agreement. The biosolids should continue as is, but it can also be shipped to the Lockwood Landfill located east of Reno as a backup. There would be an increased cost associated with travel and fuel. They are in preliminary discussion with engineering regarding solutions to the portable biosolids disposal. Parks confirmed there is nothing urgent at this time.

**STAFF REPORTS -**

**GENERAL MANAGER’S REPORT** – Dion provided a presentation and discussed water resources, weather patterns and lake levels which are similar to those in 2014. The Trustees requested an update on the eroded control wall discussions with Douglas County. Dion explained that one issue is responsibility. They are currently reviewing funding mechanisms. Yanish noted property taxes from County should be re-allocated to cover

maintenance, but this is unlikely to change. Dion explained the damages were from various sources including plowing or vehicle accidents. In addition, the projects are aging. Yanish recollected the parking situation on Tramway and questioned if the HOA could also be involved. Dion noted the possibility of using funds from snow removal fees.

Zumpft stated that Lake Village HOA engaged Lumas to analyze issues with their retaining walls. He suggested KGID could do the same.

**UTILITY OPERATIONS SUPERINTENDENT'S REPORT** – Parks questioned the plowing requirements, stating that there were plows operating on her street when it wasn't necessary. Garden explained the contract states plowing is performed if there is 4" of snow and it is still snowing at the intersection of Highway 207 and Tramway. He sought confirmation that the blade was down and agreed that in lower Kingsbury plowing was not likely needed. Parks noted this is a waste of money to be there during this time. He offered to make calls regarding this location. Vogt agreed with Park's comments. Garden stated he is concerned with unnecessary wear and tear on the roads.

**ADMINISTRATIVE AND HUMAN RESOURCES REPORT** – Brewer announced that the new website is ready and suggested everyone visit the site and provide feedback. Community outreach is next week and many attendees are expected to attend.

**ATTORNEY'S REPORT** – Vogt questioned the litigation regarding the Schussel property. Zumpft stated that he and Dion will address this next month. It is unknown if it will be public or closed session. Zumpft added that direction can be provided to KGID privately regarding anticipated litigation.

**ENGINEER'S REPORT** – Van Dyne added that they had correspondence with Tahoe Beach Club as they anticipate starting water structure construction in early May. Farr West will provide observation for that work.

**CORRESPONDENCE** – None.

**ADJOURN TO A CLOSED SESSION** - The meeting was adjourned to Closed Session at 7:12 p.m.

**RETURN TO OPEN SESSION** - The meeting was Called to Order at 7:34 p.m.

**UNFINISHED BUSINESS**

**FINAL PUBLIC COMMENT** – There was none.

**ADJOURNMENT**

**M-4/19/2022-7** - Motion by Yanish, seconded by Schorr, and unanimously passed to adjourn the meeting at 7:45 p.m.

Respectfully submitted,

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Sandra Parks, Chair

Attest:

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Craig Schorr, Secretary