

**MINUTES OF THE SPECIAL MEETING OF THE
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES
MONDAY, FEBRUARY 6, 2023**

CALL TO ORDER - The meeting was called to order at the Kingsbury General Improvement District office located at 255 Kingsbury Grade, Stateline, Nevada at 12:06 p.m. by Sandra Parks.

PLEDGE OF ALLEGIANCE

ROLL CALL – In attendance were Trustees Parks, Nelson, Trigg and Schorr. Trustee Yanish was not in attendance. Also present were General Manager Mitch Dion, Administration & Human Resource Supervisor Judy Brewer and General Counsel Chuck Zumpft. Public included Mordechai Richler, landlord.

PUBLIC COMMENT – Mordechai Richler stated he purchased the Market Street building in March, and he commended KGID for their efforts and offered his assistance, if needed.

APPROVAL OF AGENDA –

M-2/6/2023-1 - Motion by Schorr, seconded by Parks, and unanimously passed to approve the Agenda.

NEW BUSINESS

NO ACTION TOOK PLACE ON THE FOLLOWING ITEMS:

FOR POSSIBLE ACTION:

Building 160 Pineridge Drive architectural services and facilities update.

A written report was provided. It was explained that the low budget renovation work as discussed for the upstairs has some challenges which were not anticipated and that any work upstairs would likely trigger code compliance and other improvements beyond bare minimums. Specifically, that most systems in the building are over 50 years old and simply worn out or no longer up to code. Therefore, the architect has made a proposal to do a more complete project which will update the essential systems and make the building suitable for a professional image and provide nice public spaces such as the board room and ADA compliance. Dion explained that the concept of KGID acting as the General Contractor for the second floor has issues with timing and potential conflicts with multiple contractors working onsite. He reviewed the consulting and design costs previously approved along with construction costs for the first floor. The schedule was reviewed, and it was noted that TRPA, Douglas County, and the Fire District have been consulted in the process.

Contractor availability is a concern regarding timing for the bids, but the architect is confident there will be several qualified bids and the elevator installation should not cause any delays.

Per Nelson's request, clarification was provided regarding the number of offices and design layout. She confirmed the bid could be awarded in May and completed by January.

Schorr excited the meeting but was able to make phone contract confirming his support for the proposal.

M-2/6/2023-2 - Motion by Nelson, seconded by Trigg, and unanimously passed to approve the District proceed with the refinement of the concept and include the second floor renovations in the design services of Paul Cavin Architect, LLC to make improvements to the boardroom, restrooms, customer service counter and essential systems such as HVAC (mechanical), plumbing, electrical, and communications for back-office operations to be included in the bid package for Building 160 Repairs and Renovations not to exceed \$73,000 and authorize the General Manager to execute appropriate contracts.

FINAL PUBLIC COMMENT – None.

UNFINISHED BUSINESS

ADJOURNMENT

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M-2/6/2023-3 - Motion by Parks, seconded by Trigg, and unanimously passed to adjourn the meeting at 12:40 p.m.

Respectfully submitted,

Jodie Nelson, Chair

Attest:

Cindy Trigg, Secretary