

**MINUTES OF THE REGULAR MEETING OF THE  
KINGSBURY GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES  
TUESDAY, JANUARY 16, 2024**

**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 Jodie Nelson.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL** – In attendance were Trustees Nelson, Yanish, Trigg, Parks and Schorr. Also present were General Manager Mitch Dion, Administration & Human Resource Supervisor Judy Brewer and General Counsel Chuck Zumpft. There was no public present. Trustee Schorr arrived at 5:14 p.m.

**PUBLIC COMMENT** – There was no public.

**APPROVAL OF AGENDA** –

**M-1/16/2024-1** - Motion by Yanish, seconded by Parks, and unanimously passed to approve the Agenda as amended.

**APPROVAL OF MINUTES** –

**M-1/16/2024-2** - Motion by Yanish, seconded by Trigg, and passed to approve the Regular Meeting Minutes dated December 19, 2023. Parks abstained due to her absence.

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

**NEW BUSINESS**

**FOR POSSIBLE ACTION:**

**Organization of the Board of Trustees and the Election of Officers.**

As it is Nelson and Yanish's last year, it was suggested that one of the other Trustees serve as Vice-Chair. Parks indicated that she may be relocating but was open to serving as Secretary-Treasurer. Yanish offered to serve as Chair. Trigg offered to serve as Vice Chair.

**M-1/16/2024-3** - Motion by Nelson, seconded by Trigg, and unanimously passed to elect the following officers for the Kingsbury General Improvement District 2024 Calendar Year: Natalie Yanish as Chair; Cindy Trigg as Vice-Chair; and Sandra Parks as Secretary-Treasurer.

Yanish continued the meeting as Chair.

**LIST OF CLAIMS** –

**M-1/16/2024-4** - Motion by Nelson, seconded by Trigg, and unanimously passed to approve the List of Claims in the amount of \$281,890.21 as represented by check numbers 63505 through 63588.

**FINANCIAL STATEMENTS – NOVEMBER 2023**

Financials were provided for review. Nelson requested the budget be included for review.

Trustee Schorr arrived at 5:14 p.m.

**Initial discussion and budget assumptions for FY 25.**

A report was provided. Transitions regarding operations, higher costs and upcoming labor negotiations were noted. Generous wage increases awarded in Douglas County were discussed along with other comparable wages and insurance within the same labor pool. The renewal of the sewer maintenance contract will increase substantially, and some items are being reviewed for in-house maintenance. Reservoir and pump station repair and renovation will be the priority of the grant writing specialist. The reserve account was noted for vehicle

replacement. An equipment storage facility will need to be addressed. Strategies regarding Logging Lane were discussed.

Nelson noted that the sewer district recently ordered a salary study, and she suggested contacting the same company. Dion explained that he has access to a similar GID report. He reached out to the attorney regarding labor negotiation estimates.

Nelson questioned vehicle replacement. It was explained that light pickup trucks are not on the schedule to be replaced this year. A replacement for the back-ho is a priority as it is high use and weather exposure has affected the life of the vehicle. Other light snow removal equipment may also be considered.

Yanish suggested requesting a TMDL credit takeover from the County to offset salary and wages. The agreement and related services performed by KGID were discussed.

Rate making for Sewer and Water will likely be reviewed in March. Heavenly's industrial rate for pumping may need to be reviewed. Previous adjustments among the funds during rate making were discussed.

The need for a trustee to be present for labor negotiations was discussed and it was determined that it is not needed at this time. Insurance costs for a single employee vs. a family was briefly discussed.

There was no action taken.

#### **Discussion on Stormwater/Drainage Program**

A presentation was provided for discussion planning to identify projects needing improvement. There are approximately 6 projects on Andria alone. A listening session was planned at a prior meeting; however, project identification and development will need to follow. Additional data is needed for county involvement.

Nelson confirmed that a listening session is not desirable without follow through. It was explained that the items need to be identified for presentation to the county for funding requests. It was clarified that stormwater maintenance is the county's responsibility. Insufficient revenue received from the county and the use of the funds was discussed.

Yanish revisited the TMDL funding issues. She suggested a meeting with the appropriate representatives to discuss funding. It was explained that items to be addressed should be identified. She suggested the county fund the listening session to identify funding and suggested the board instruct KGID to stop all sweeping and related duties until the county responds. Nelson stated that the residents and the lake quality would suffer.

Dion recommended postponing the listening session until there is a meeting with the county. Parks suggested educating the public to obtain their support. Discussion of the county's role and other GID takeovers was discussed.

Nelson supported engineering for a project cost summary to present to the county. Dion agreed to a meeting and offered to report back to the board. He will also schedule a listening session to inform the public and request feedback. Yanish offered to communicate the issue with the Douglas County Board as a resident.

There was no action taken.

#### **Adopt Public Information Policy**

A report was provided.

Yanish supported the policy and Schorr agreed. Nelson questioned the NRS provisions regarding collecting fees for public information requests. It was explained that reasonable expenses can be charged. Electronic documentation records will assist in requests. Existing documentation is provided without creating additional reports.

**M-1/16/2024-5** - Motion by Schorr, seconded by Parks, and unanimously passed to approve adopting ADM 3.5 Public Information Policy.

**Board Reports**

Yanish reported that the Douglas County Commissioner has voted in Wesley Rice as Chair and Sharla Hales as Vice Chair. The TRPA Oversight Committee and Marlett Water System will meet January 23, 2024 at the capitol building. Trigg expressed her interest in the meeting information.

**Management Reports**

**General Manager’s Report**

February 29, 2024 is the revised move-in date for 160 Pine Ridge due to delays with NV Energy. A brief update on the property was provided. The move will comply with the current lease maturity of March 31, 2024.

A water supply report presentation including water loss was provided. Water resources were reviewed.

**Administrative and Human Resources Report**

An offer was extended to the analyst. Remaining available positions were noted. Replacing the superintendent was discussed. Job descriptions are based on the industry standard and advertising will commence shortly.

**Engineer’s Report**

There were no questions.

**Attorney’s Report**

There was nothing to report.

**CORRESPONDENCE** – There were no comments.

**FINAL PUBLIC COMMENT** – There was no public.

**UNFINISHED BUSINESS**

**ADJOURNMENT**

**M-1/16/2024-6** - Motion by Trigg, seconded by Nelson, and unanimously passed to adjourn the meeting at 7:10 p.m.

Respectfully submitted,

\_\_\_\_\_  
Natalie Yanish, Chair

Attest:

\_\_\_\_\_  
Sandra Parks, Secretary