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# NOTICE OF MEETING

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The regular meeting of the Incline Village General Improvement District Board of Trustees will be held starting at 6:00 p.m. on July 27, 2022 in the **Boardroom, 893 Southwood Boulevard**, Incline Village, Nevada.

Public comment is allowed and the public is welcome to make their public comment via telephone (the telephone number will be posted to our website on the day of the meeting). The meeting will be available for viewing at <https://livestream.com/accounts/3411104>.

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- A. PLEDGE OF ALLEGIANCE\*
- B. ROLL CALL OF TRUSTEES\*
- C. INITIAL PUBLIC COMMENTS\* - *Unless otherwise determined, the time limit shall be three (3) minutes for each person wishing to make a public comment. Unless otherwise permitted by the Chair, no person shall be allowed to speak more than once on any single agenda item. Not to include comments on General Business items with scheduled public comment. The Board of Trustees may address matters brought up during public comment at the conclusion of the comment period but may not deliberate on any non-agendized item.*
- D. APPROVAL OF AGENDA (*for possible action*)

*The Board of Trustees may make a motion for a flexible agenda which is defined as taking items on the agenda out of order; combining agenda items with other agenda items; removing items from the agenda; moving agenda items to an agenda of another meeting, or voting on items in a block.*

**-OR-**

*The Board of Trustees may make a motion to accept and follow the agenda as submitted/posted.*

- E. REPORTS TO THE BOARD\* - Reports are intended to inform the Board and/or the public.
  - 1. District General Manager's Report
  - 2. **SUBJECT:** Treasurer's Report– Requesting Trustee: Treasurer Michaela Tonking
    - A. Payment of Bills (*For District payments exceeding \$10,000 or any item of capital expenditure, in the aggregate in any one transaction, a summary of payments made shall be presented to the Board at a public meeting for review. The Board hereby authorizes payment of any and all obligations aggregating less than \$10,000 provided they are budgeted and the expenditure is approved according to District signing authority policy*)
  - 3. Presentation on Bonds and Debt Financing by Director of Finance Paul Navazio and Financial Advisor Ken Dieker of Del Rio Advisors, LLC
- F. REVIEW OF THE LONG RANGE CALENDAR (*for possible action*)

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## Incline Village General Improvement District

*Incline Village General Improvement District is a fiscally responsible community partner which provides superior utility services and community oriented recreation programs and facilities with passion for the quality of life and our environment while investing in the Tahoe basin.*

893 Southwood Boulevard, Incline Village, Nevada 89451 • (775) 832-1100 • FAX (775) 832-1122

[www.yourtahoeplace.com](http://www.yourtahoeplace.com)

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G. CONSENT CALENDAR (*for possible action*)

1. **SUBJECT:** Award of Purchase Order for the purchase of One Toro Reelmaster 5010 Fairway Mower – CIP Project # 3142LE1750; 2022/2023 Capital Improvement Budget: Fund: Community Services Fund; Cost Center: Golf; Vendor: Turf Star Inc.; GSA Contract Pricing; Amount: \$97,467.45 (Requesting Staff Member: Director of Public Works Brad Underwood)
2. **SUBJECT:** Award of Purchase Order for the purchase of One Bobcat Toolcat UW56 Utility Vehicle with Snowblower – CIP Project # 4378LE2220; 2022/2023 Capital Improvement Budget: Fund: Community Services Fund; Cost Center: Parks; Vendor: Clark Equipment Company; Sourcewell Contract #040319; Amount: \$67,034.54 (Requesting Staff Member: Director of Public Works Brad Underwood)
3. **SUBJECT:** Review and accept Annual Report from the Audit Committee (Requested by Audit Committee Chairman Ray Tulloch)

H. GENERAL BUSINESS (*for possible action*)

1. **SUBJECT:** Review, discuss and provide direction to staff on next steps and the potential scope of an Incline Beach House Project (Requesting Staff Members: District General Manager Indra Winquest and Director of Public Works Brad Underwood)

*Recommendation for Action:* Review, discuss and provide direction to Staff on next steps and the potential scope for the Incline Beach House Project

2. **SUBJECT:** Review, discuss and possibly approve a grant agreement between IVGID and the Dave & Cheryl Duffield Foundation for design and preconstruction services for the Recreation Center Expansion Project (Requesting Staff Member: District General Manager Indra Winquest)

*Recommendation for Action:* Approve a grant agreement for design and preconstruction services for the Recreation Center Expansion Project between IVGID and the Dave & Cheryl Duffield Foundation and allow Staff to execute all documents.

3. **SUBJECT:** Review, discuss, and adopt Policy and Procedure No. 141/Resolution No. 1895 regarding complimentary and discounted use of District facilities and recreational programs (Requesting Staff Member: District General Counsel Joshua Nelson)

*Recommendation for Action:* Adopt Policy and Procedure No. 141/Resolution No. 1895 regarding complimentary and discounted use of District facilities and recreational programs

4. **SUBJECTS:** Review, discuss and possibly approve:

A. District's Form 4410LGF - Indebtedness Report, as of June 30, 2022, for filing with the Nevada Department of Taxation, the Washoe County Clerk, and Washoe County Debt Management Commission (Requesting Staff Member: Director of Finance Paul Navazio)

B. District's Form 4411LGF - Five-Year Capital Improvement Plan, to include the IVGID-prepared Five Year Capital Plan Summary for fiscal years 2022-23 through 2027-28, for filing with the Nevada Department of Taxation, the Washoe County Clerk and the State of Nevada Legislative Counsel Bureau (Requesting Staff Member: Director of Finance Paul Navazio)

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*Recommendations for Action:* Approves the District’s Form 4410LGF Indebtedness Report, as of June 30, 2022, and direct Staff to file the documents with the State of Nevada Department of Taxation, Washoe County Clerk and Washoe County Debt Management Commission by August 1, 2022 and approves the District’s Form 4411LGF Five Year Capital Improvement Plan, as of July 1, 2022, the related IVGID-prepared Five Year Capital Plan Summary for the fiscal years starting July 1, 2022 for filing with the Nevada Department of Taxation, the Washoe County Clerk and the State of Nevada Legislative Counsel Bureau by August 1, 2022.

5. **SUBJECT:** Review, discuss and possibly approve two (2) Purchasing Policies (Policy 20.1.0 – Purchasing Policy for Goods and Services and 21.1.0 – Purchasing Policy for Public Works Contracts) (Requesting Staff Member: Director of Finance Paul Navazio)

*Recommendation for Action:* Approve two new Board Policies, Policy 20.1.0 - Purchasing Policy for Goods and Services, and Policy 21.1.0 - Purchasing Policy for Public Works Contracts Review

I. MEETING MINUTES (for possible action)

1. Meeting of December 14, 2021
2. Meeting of June 8, 2022
3. Meeting of June 29, 2022

J. FINAL PUBLIC COMMENTS\* - Limited to a maximum of three (3) minutes in duration.

K. ADJOURNMENT (*for possible action*)

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## CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Friday, July 22, 2022 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of July 27, 2022) was delivered to the post office addressed to the people who have requested to receive copies of IVGID’s agendas; copies were e-mailed to those people who have requested; and a copy was posted, physically or electronically, at the following locations in accordance with Assembly Bill 253:

1. IVGID Anne Vorderbruggen Building (893 Southwood Boulevard, Incline Village, Nevada; Administrative Offices)
2. IVGID’s website ([www.yourtahoepace.com/Board of Trustees/Meetings and Agendas](http://www.yourtahoepace.com/Board of Trustees/Meetings and Agendas))
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Susan A. Herron, CMC

Susan A. Herron, CMC

District Clerk (e-mail: [sah@ivgid.org](mailto:sah@ivgid.org)/phone # 775-832-1207)

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**Board of Trustees:** Tim Callicrate - Chairman, Matthew Dent, Sara Schmitz, Kendra Wong, and Michaela Tonking.

**Notes:** Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent Calendar section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Those items followed by an asterisk (\*) are items on the agenda upon which the Board of Trustees will take no action. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to call IVGID at 832-1100 at least 24 hours prior to the meeting. **IVGID’S agenda packets are available at IVGID’s website, [www.yourtahoepace.com](http://www.yourtahoepace.com); go to "Board Meetings and Agendas".**