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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 PM on July 12, 2023 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 is (877) 853-5247 and the webinar ID 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. Treasurer's Report - Payment of Bills (For District Payments Exceeding \$50,000 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 \$50,000 Provided They are Budgeted and the Expenditure is Approved According to District Signing Authority Policy) - Requesting Trustee: Treasurer Ray Tulloch
2. General Manager's Report for July 12, 2023 (Requesting Staff Member: Acting District General Manager Mike Bandelin)

F. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Approve Meeting Minutes of June 14, 2023
2. **SUBJECT:** Approve Meeting Minutes of June 23, 2023
3. **SUBJECT:** Water Reservoir Coatings and Site Improvements Project (CIP Expense #2299DI1204) (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:* That the Board of Trustees make a motion to:

1. Award the Construction Contract for the Water Reservoir Coatings and Site Improvements Project, CIP Expense #2299DI1204, Fund: Utilities; Division: Water, Vendor: Farr Construction Company dba Resource Development Company (RDC), in the amount of \$168,400, for Schedule 1, Reservoir R5-3A and Schedule 2, Reservoir R5-3B.

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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 • EMAIL: [info@ivgid.org](mailto:info@ivgid.org)

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

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2. Authorize staff to execute change orders for additional work not anticipated at this time of approximately 10% of the construction contract value, in an amount not to exceed \$16,840.
3. Authorize staff to perform construction services and inspection as required, not to exceed \$5,000.
4. Authorize the District General Manager to execute the contract with RDC in substantially the form presented.

4. **SUBJECT:** Review, discuss and possibly approve the Recreational Privileges offered to District employees (Requesting Staff Member: Director of Human Resources Erin Feore)

*Recommendation for Action:* That the Board of Trustees makes a motion to approve the Recreational Privileges document as presented and that is it effective July 1, 2023.

## G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Waste Management Presentation of Proposed Improvements and Request for Contract Extension (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:* Receive a presentation from Waste Management and advise Staff how to proceed.

2. **SUBJECT:** Review, discuss, and provide feedback regarding Board of Trustees Frequently Asked Questions to be shared with the community and on the District website (Requesting Trustee: Chairman Matthew Dent)

*Recommendation for Action:* That the Board of Trustees makes a motion to approve the Board of Trustees Frequently Asked Questions (FAQs), as presented, to be shared with the community and on the District website.

3. **SUBJECT:** Review, discuss, and possibly approve the recommended changes to the General Manager's job description and authorize staff to start the recruiting process (Requesting Staff Member: Director of Human Resources Erin Feore)

*Recommendation for Action:* That the Board of Trustees approve the recommended changes to the General Manager's job description and authorize Staff to start the recruiting process as discussed at this meeting.

4. **SUBJECT:** Review, discuss and possibility approve the structure of Board appointed committees. The Board is to identify a Trustee to be appointed as the leader for the **Golf** Committee and identify one Trustee to be appointed as the leader of the **Capital Improvement/Investment** committee and authorize staff to advertise for at-large committee members for the two committees. (Requesting Trustee: Sara Schmitz)

Review, discuss and possibly determine the need for advisory committee(s) for **Tennis/Pickleball, Incline Beach House, Skate Park** and/or **General Manager Search** and leave, intact, the General Manager's **Dog Park** Advisory Committee, as presently constituted in accordance with Policy 3.1.0, paragraph 0.9, Advisory Committees (Requesting Trustee: Trustee Michaela Tonking)

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*Recommendation for Action:* That the Board of Trustees possibly approve the structure of Board appointed committees and identify a Trustee to be appointed as the leader for the **Golf** Committee and identify one Trustee to be appointed as the leader of the **Capital Improvement/Investment** committee **and** authorize staff to advertise for at-large committee members for the two committees.

That the Board of Trustees makes a motion to possibly determine the need for advisory committee(s) for **Tennis/Pickleball, Incline Beach House, Skate Park** and/or **General Manager Search** and leave, intact, the General Manager's **Dog Park** Advisory Committee, as presently constituted in accordance with Policy 3.1.0, paragraph 0.9, Advisory Committees.

5. **SUBJECT:** Review, discuss and possibly provide direction on Board meeting minutes (Requesting Trustee: Trustee Sara Schmitz)

*Recommendation for Action:* That the Board of Trustees provide direction, to Staff, on Board meeting minutes.

6. **SUBJECT:** Reconsider Policy 22.1.0 Disclosure of External Entity Involvement, Discuss and Potentially Adopt Edits to Policy 22.1.0, and Potentially Suspend Policy 22.1.0 as the Board of Trustees considers potential edits (Requesting Staff Member: District General Counsel Joshua Nelson)

*Recommendation for Action:* That the Board of Trustees reconsider Policy 22.1.0 Disclosure of External Entity Involvement, discuss and potentially adopt edits to Policy 22.1.0 and potentially suspend Policy 22.1.0 as the Board of Trustees considers potential edits.

- H. REDACTIONS FOR PENDING PUBLIC RECORDS REQUESTS (for possible action)
  1. Redactions for pending public records requests
- I. LONG RANGE CALENDAR
  1. Long Range Calendar
- J. BOARD OF TRUSTEES UPDATE
- K. FINAL PUBLIC COMMENTS - Limited to a maximum of three (3) minutes in duration.
- L. ADJOURNMENT (for possible action)

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## CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m., Friday, July 7, 2023, a copy of this agenda (IVGID Board of Trustees Session of July 12, 2023) 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.yourtahoepalace.com/ivgid/board-of-trustees/meetings-and-agendas](http://www.yourtahoepalace.com/ivgid/board-of-trustees/meetings-and-agendas))
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Susan A. Herron

Susan A. Herron

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

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**Board of Trustees:** *Matthew Dent - Chairman, Sara Schmitz, Michaela Tonking, Raymond Tulloch and David Noble*

**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.yourtahoepalace.com](http://www.yourtahoepalace.com); go to "Board Meetings and Agendas".***