



# NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District Board of Trustees will be held starting at 6:00 PM on November 8, 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 at (877) 853-5247 (the webinar ID will be posted on our website on the day of the meeting). The meeting will be available for viewing at <https://livestream.com/accounts/3411104>.

A. PLEDGE OF ALLEGIANCE\*

B. ROLL CALL OF TRUSTEES\*

C. INITIAL PUBLIC COMMENTS - *Remarks by speakers during any public comment period shall be limited to three (3) minutes each. The Board Chair reserves the right to reduce the time allowed for public comment so long as such reduction is clearly communicated prior to the commencement of the comment period. Each individual's right to comment is subject to reasonable time, place, and manner restrictions as set forth in Board policy and this agenda statement. Public comments must be addressed to the Board Chair only, and not to staff or other attendees. No person may allocate their unused public comment time to any other person. The Chair may prohibit a person from continuing to make a public comment if it becomes clear that the content of the comment is a topic that is not relevant to or within the authority of the Board, or if the content of the comment is willfully disruptive of the meeting by being repetitious or interfering with the rights of other speakers. Any restriction on public comment for these reasons must be viewpoint neutral. 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. **SUBJECT:** Receive a verbal report and update on Parks and Recreation Operations (Presented by Director of Parks and Recreation Sheila Leijon)
2. **SUBJECT:** Interim General Manager's Monthly Status Report

F. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Approval of the Meeting Minutes for October 11, 2023
2. **SUBJECT:** Review, discuss and possibly authorize the District's General Manager to extend the lease agreement between the Hyatt Corporation and the Incline Village General Improvement District as per the Sixth Amendment document. (Requesting Staff Member: Diamond Peak Ski General Manager and Interim District General Manager Mike Bandelin)

## 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)

# NOTICE OF MEETING

Agenda for the Board Meeting of November 8, 2023 - Page 2

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

1. Authorize the District's Interim General Manger to extend the lease agreement between the Hyatt Corporation and the Incline Village General Improvement District as per the Sixth Amendment document for a term extending through May 31, 2024 at a lease payment structure of 10% of gross sales each calendar month throughout the term of the lease.

## G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, discuss, and potentially answer the remaining community questions received at the October 11, 2023 Townhall (Requesting Trustee: Chairman Matthew Dent)
2. **SUBJECT:** Review, discuss and possibly direct the Interim General Manager and District Counsel to negotiate an amendment of the Site License Agreement with NV Energy, for the License Agreement to seek an alternate location for Helicopter Operations. (Requesting Staff Member: Interim General Manager Mike Bandelin)

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

Direct the Interim General Manager and District Counsel to negotiate an amendment of the Site License Agreement to provide for an alternate location for the Helicopter Operations not at Diamond Peak.

3. **SUBJECT:** Review, discuss and possibly approve a Contract between IVGID and RubinBrown, LLP for Forensic Due Diligence Auditing Services as a result of a Request for Proposal (RFP) Process. (Requesting Staff Member: Interim Director of Finance Bobby Magee)

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

1. Approve the award of a contract with RubinBrown, LLP for Forensic Due Diligence Auditing Services; and,
  2. Direct Interim General Manager and Interim Director of Finance to work with the IVGID Treasurer and the Chair of the Audit Committee to develop the final scope of work for the contract; and,
  3. Authorize the IVGID Treasurer to negotiate final terms and conditions, with related contract pricing; and,
  4. Authorize the IVGID Interim General Manager to sign the contract upon completion of the contract as outlined in Recommendation #2 and #3.
4. **SUBJECT:** Review, discuss, and possibly accept Staff's recommendation to accept the proposal from Active Networks for the Response for Proposal Point of Sale System Phase 1 that was received in response to the Point of Sale RFP that was posted on August, 25 2023 **and** provide authorization for staff to work with District Legal Counsel to prepare an agreement with Active Networks that will come back to the Board for approval prior to the end of calendar year. (Requesting Staff Member: Director of Information Technology Mike Gove)

# NOTICE OF MEETING

Agenda for the Board Meeting of November 8, 2023 - Page 3

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

1. Accept Staff's recommendation to accept the proposal from Active Networks LLC for the Response for Proposal Point of Sale System Phase 1 that was received in response to the Point of Sale RFP that was posted on August 25, 2023
  2. Authorize staff to work with District Legal Counsel to prepare an agreement with Active Networks LLC for Phase 1 of the 2 phased Point of Sale Project that will come back to the Board for approval prior to the end of the calendar year.
5. **SUBJECT:** Review, discuss and possibly adopt revised Board Policy 23.1.0 - A Policy regarding access to Confidential and Non-Public information. (Requesting Staff Member: District General Counsel)

*Recommendation for Action:* Review, discuss and possibly adopt revised Board Policy 23.1.0 - A Policy regarding access to Confidential and Non-Public information

6. **SUBJECT:** Review, discuss and possibly approve an increase to the estimated project cost to support additional scope and project quantities for Mt. Golf Cart Path Restoration Phase II - 2023/2024 Capital Improvement Project; Fund: Community Services; Division: Golf; Project #3241LI1903; Vendor: SNC Construction in the amount of \$160,000. (Requesting Staff Member: Interim Public Works Director Kate Nelson).

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

1. Approve an increase to the estimated project costs to support additional scope and increase quantities in the amount of \$160,000.
7. **SUBJECT:** Review, discuss and possibly approve an Equipment Purchase Agreement for the procurement of a 14-Passenger Shuttle Van – 2022/2023 Capital Project: Fund: Community Services; Division: Ski; Project # 3469HE1740; Project Type; Rolling Stock; Vendor: Creative Bus Sales in the amount of \$141,767. in accordance with NRS 332.115.1.(o) (Requesting Staff Member: Diamond Peak Ski Resort General Manager and Interim District General Manager Mike Bandelin)

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

1. Authorize and award an equipment purchase agreement between the District and Creative Bus Sales in the amount of \$141,767 in accordance with NRS 332.115.1.(o) ) [NRS 332.115.1.(o) *Supplies, materials, equipment or services that are available pursuant to an agreement with a vendor that has entered into an agreement with the General Services Administration or another federal governmental agency located within or outside this State.*]

# NOTICE OF MEETING

Agenda for the Board Meeting of November 8, 2023 - Page 4

2. Authorize the Interim General Manager to execute the equipment purchase agreement in substantially the form presented.
  
8. **SUBJECT:** Review, discuss, and possibly approve: (1) Acceptance of a seasonal Ice Skating Rink, at zero cost to IVGID, on behalf of the Incline Village/Crystal Bay communities from the Incline Ice Foundation; (2) Direct staff and District Counsel to negotiate a right of entry agreement between IVGID and Ice-America for delivery and setup of a seasonal Ice Skating Rink on Preston Field at zero cost to IVGID; and (3) Establishing a 5-month pilot program, starting on approximately December 9, 2023 and ending on approximately April 14, 2024, for a seasonal Ice Skating Rink operation at Preston Field with all services being performed by existing IVGID Staff and which is anticipated to be a break-even program. (Requesting Staff Member: Director of Parks & Recreation Shelia Leijon)

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

1. Accept the seasonal Ice Skating Rink, at zero cost to IVGID, on behalf of the Incline Village/Crystal Bay communities from the Incline Ice Foundation;
2. Direct staff and District Counsel to negotiate a right-of-entry agreement between IVGID and Ice-America for delivery and setup of a seasonal Ice Skating Rink on Preston Field at zero cost to IVGID; and
3. Establish a 5-month pilot program, starting on approximately December 9, 2023 and ending on approximately April 14, 2024, for a seasonal Ice Skating Rink operation at Preston Field with all services being performed by existing IVGID Staff and which is anticipated to be a break-even program.

H. REDACTIONS FOR PENDING PUBLIC RECORDS REQUESTS (for possible action)

1. **SUBJECT:** Redactions for Public Records

I. 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)

---

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m. on Friday, November 3, 2023, a copy of this agenda (IVGID Board of Trustees Session of November 8, 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.yourtahoeplace.com/ivgid/board-of-trustees/meetings-and-agendas](http://www.yourtahoeplace.com/ivgid/board-of-trustees/meetings-and-agendas))
3. State of Nevada public noticing website (<https://notice.nv.gov/>)
4. IVGID's Recreation Center (980 Incline Way, Incline Village, Nevada)



---

# NOTICE OF MEETING

Agenda for the Board Meeting of November 8, 2023 - Page 5

---

**/s/ Heidi H. White**

Heidi White

District Clerk (e-mail: [hhw@ivgid.org](mailto:hhw@ivgid.org)/phone # 775-832-1268)

---

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