



NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District will be held starting at **6:00 p.m.** on **Thursday, April 29, 2021** in the Boardroom at 893 Southwood Boulevard, Incline Village, Nevada.

In compliance with State of Nevada Executive Department, Declaration of Emergency Directives 006, 016, 018, 021, 026, and 029, this meeting is closed to the public and attendance is limited to members of the Board of Trustees and essential staff. Public comment is allowed and the public is welcome to make their public comment either via e-mail (please send your comments to info@ivgid.org by 4:00 p.m. on Thursday, April 29, 2021) or via telephone (the telephone number will be posted to our website on the day of the meeting).

- 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. DISTRICT GENERAL MANAGER'S UPDATE
- F. REVIEW OF THE LONG RANGE CALENDAR (for possible action)
- G. DISTRICT GENERAL COUNSEL UPDATE (for possible action)

There is no District General Counsel update for this agenda.

H. REPORTS TO THE BOARD* - Reports are intended to inform the Board and/or the public.

- 1. Audit Committee Chairman Matthew Dent – Verbal Report on Audit Committee Meeting of April 29, 2021

I. CONSENT CALENDAR (for possible action) (In cooperation with the Chair, the General Manager may schedule matters for consideration on a Consent Calendar. The Consent Calendar may not include changes to budget, user rates or taxes, adoption or amendment of ordinances, or any other action which is subject to a public hearing. Each consent item shall be separately listed on the agenda, under the heading of "Consent Calendar". A memorandum containing all relevant information will be included in the packet materials for each Consent Calendar item. The memorandum should include the justification as a consent item in the Background Section. Any member of the Board may request the removal of a particular item from the consent calendar and that the matter shall be removed and addressed in the General Business section of the meeting. A unanimous affirmative vote shall be recorded as a favorable motion and approval of each individual item included on the Consent Calendar.)

There are no Consent Calendar items for this agenda.

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

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J. GENERAL BUSINESS (*for possible action*)

1. Review, Discuss, and Possibly Authorize or approve:

- (A) Four contracts for the Burnt Cedar Swimming Pool and Site Improvement Project - Fund: Beaches; Project 3970BD2601. Vendor: CORE Construction in the amount of \$3,845,865 which includes adding alternates #1, #2, #3, #4, Tri-Sage Consulting in the amount of \$69,500, Reno Tahoe Geo Associates, Inc. in the amount of \$21,000, TSK Architects in the amount of \$105,680;
- (B) Resolution Number 1886 authorizing a budget augmentation of \$174,000 and budget reallocation of \$214,190 in support of the Burnt Cedar Swimming Pool Renovation Project

(Requesting Staff Member: Engineering Manager Nathan Chorey)

2. Review, discuss, and possibly authorize or approve:

- (A) Two contracts for the Recreation Center Upstairs Lobby Restrooms Remodel - 2020/2021 Capital Improvement Project: Fund: Community Services; Division: Water; Project 4884BD1902. Vendor: Avail Construction in the amount of \$159,832.40 **and** Ward-Young Architecture in the amount of \$20,487;
- (B) An additional \$52,556 be authorized from the Community Services Fund Balance to increase the project budget; **and**
- (C) Resolution Number 1885 authorizing a budget augmentation of \$52,556 from available resources within the Community Service Capital Fund (550) Fund Balance to augment the Recreation Center Restroom Remodel project budget

Requesting Staff Member: Engineering Manager Nathan Chorey

- 3. Review, discuss and possibly approve an emergency resolution (Resolution Number 1884) that temporarily limits access to the beaches, located in Incline Village, Nevada known as Incline Beach, Burnt Cedar Beach, Ski Beach and Hermit Beach, provides for possible occupancy limits, provides discretion to limit, restrict, and/or cancel any and all group picnic reservations, place a limit on the purchase of punch cards, and provides for a method to make necessary and immediate changes with a communication process to the Board of Trustees – Effective Date April 29, 2021; End Date December 31, 2021 (Requesting Staff Members: District General Manager Indra Winquest and Parks & Recreation Superintendent Shelia Leijon)
- 4. Review, discuss and possibly approve recommended Beach Venue Rates to include Adult Beach Guest Access, Kayak Storage, Paddleboard Storage, Daily Boat Launch Fee, Season Pass Watercraft Launch Fee, **and** review, discuss and possibly approve revisions to the Season Watercraft Launch Pass Form (Requesting Staff Members District General Manager Indra Winquest and Parks & Recreation Superintendent Shelia Leijon)
- 5. Review, discuss, and possibly approve a new current year CIP Project (# 4588RS2101) to convert Tennis Court #9 to four dedicated Pickle Ball courts, to be funded from the reallocation of capital funding originally approved for Tennis Court Re-surfacing (CIP #4588RS1401), in the amount of \$17,600. (Requesting Staff Members: District General Manager Indra Winquest and Parks & Recreation Superintendent Sheila Leijon)
- 6. Review, discuss and possibly award Emergency Construction Contracts for Reconstruction of Sewer Pump Station #13 – Fund: Utilities; Vendor: San Joaquin Electric in the amount of \$89,500 and Burt and Burt, Inc. in the amount of \$12,000, and authorize budget augmentation of \$146,550 within the District's Utility Fund (Fund 200), to support total project costs (Requesting Staff Member: Director of Public Works Brad Underwood)
- 7. Review, discuss and provide feedback on potential revisions to selected Board Policies and Practices:
 - (A) Capitalization Policy - (Board Policies 8.1.0 and 9.1.0, and Board Practice 2.9.0)
 - (B) Capital Planning, Capital Budgeting and Capital Expenditures (Board Policy 12.1.0 and 13.1.0 and Board Practice 13.2.0)



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- (C) Fund Balance Policy - (Board Policy 7.1.0 and Board Practice 7.2.0)
- (D) Working Capital Policy - (Board Policy 19.1.0 and Board Practice 19.2.0), and
- (E) Central Services Overhead - (Board Policy 18.1.0 and Board Practice 18.2.0)

(Requesting Staff Member: Director of Finance Paul Navazio)

K. APPROVAL OF MINUTES (for possible action)

- 1. Meeting Minutes of April 14, 2021

L. REPORTS* (Reports are intended to inform the Board and/or public)

There are no Reports for this agenda.

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

N. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Monday, April 26, 2021 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of April 29, 2021) was delivered to the post office addressed to the people who have requested to receive copies of IVGID's agendas; copies were either faxed or e-mailed to those people who have requested; and a copy was posted at the following seven locations within Incline Village/Crystal Bay in accordance with NRS 241.020:

- 1. IVGID Anne
- 2. Incline Village
- 3. Crystal Bay Post
- 4. Raley's Shopping
- 5. Incline Village
- 6. IVGID's
- 7. The Chateau at Incline Village

SUSPENDED – STATE OF NEVADA EXECUTIVE DEPARTMENT, DECLARATION OF EMERGENCY, DIRECTIVES 006, 016, 018, 021, 026, AND 029.

- Vorderbruggen Building (Administrative Offices)
- Post Office
- Office
- Center
- Branch of Washoe County Library
- Recreation Center

/s/ Susan A. Herron, CMC

Susan A. Herron, CMC

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

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. Copies of the packets containing background information on agenda items are available for public inspection at the Incline Village Library.*

IVGID'S agenda packets are now available at IVGID's web site, www.yourtahoepace.com; go to "Board Meetings and Agendas". A hard copy of the complete agenda packet is also available at IVGID's Administrative Offices located at 893 Southwood Boulevard, Incline Village, Nevada, 89451.

**NRS 241.020(2) and (10): 2. Except in an emergency, written notice of all meetings must be given at least 3 working days before the meeting ...10. As used in this section, "emergency" means an unforeseen circumstance which requires immediate action and includes, but is not limited to: (a) Disasters caused by fire, flood, earthquake or other natural causes; or (b) Any impairment of the health and safety of the public.*