



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 June 28, 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 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>.

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.

F. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Review, Discuss and Possibly Approve a Professional Services Agreement with DOWL LLC for the Preparation of Revised Bidding Documents Associated with the Sewer Pump Station #1 CIP#2599DI1703 Project. (Requesting Staff Member: Director of Public Works Brad Underwood)

Recommendation for Action:

1. Review, discuss and possibly approve a professional services agreement with DOWL LLC, in an amount not to exceed \$33,833 for the preparation of revised bidding documents associated with the Sewer Pump Station #1 CIP#2599DI1703 Project.
2. Authorize Director of Public Works to execute the contract in substantially the form presented.
3. Authorize the Carry-forward of \$33,833 in available project funding from the FY22/23 capital budget to FY23/24 to support this professional services agreement.

2. **SUBJECT:** Authorization to Transact Under Blanket Purchase Orders for Fiscal Year 2023/24, Pursuant to NRS 332.15 and Board Policy 20.1.0 (Requesting Staff Member: Director of Finance Paul Navazio)

Recommendation for Action: Staff recommends that the Board of Trustees authorize the following procurements for FY2023/24 transactions:

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

www.yourtahoeplace.com

NOTICE OF MEETING

Agenda for the Board Meeting of June 28, 2023 - Page 2

- 1) Make the following finding: Procurement of chemicals is exempt from competitive solicitation per NRS 332.115 (1), as the District has found single vendor(s) who can supply and deliver chemicals required for the District's water and wastewater treatment operations;
- 2) Authorize sole source procurement of chemicals with the following vendors:
 - a. UNIVAR (Sodium Silicate) in the amount not-to-exceed \$145,000, and
 - b. Olin (Sodium Hydrochlorite) in the amount not-to-exceed \$127,800;
- 3) Procurement of fuel (Fleet Services) through State Contract pricing (Contract #99SWC-S818) with
 - a. Pilot Thomas Logistics, LLC in the amount not-to-exceed \$190,000, and
 - b. Flyers Energy, LLC in the amount not to exceed \$175,000;
- 4) Blanket Purchase Orders for selected vendors for FY2023/2024 transactions for amounts not-to-exceed those specified in Attachment A to this Board memo.

G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, discuss and possibly accept Waste Management's proposal to expand the residential green waste program to a 32 week seasonal collection period, which doubles the current program season, and that the IVGID Board of Trustees approve the 5-year extension clause, which would also support finalization and implementation of a \$5+million Capital Improvement Project investment in Waste Management's Incline Village transfer station, as outlined in the existing contract; the contract is set to expire June 30, 2026. (Requesting Staff Member: Director of Public Works Brad Underwood)

Recommendation for Action: That the Board of Trustees makes a motion to accept Waste Management's proposal to expand the residential green waste program to a 32 week seasonal collection period, which doubles the current program season and that the IVGID Board of Trustees approve the 5-year extension clause outlined in the existing contract; the contract is set to expire June 30, 2026. The extension would also support finalization and implementation of a \$5+million Capital Improvement Project investment in Waste Management's Incline Village transfer station.

2. **SUBJECT:** Discuss and possibly approve a year-round access management option for winter 2023/2024 and provide direction for future electronic solutions at the District's restricted access beaches (Requesting Staff Members: Director of Parks and Recreation Shelia Leijon and Director of Information Technology Mike Gove)

Recommendation for Action: That the Board of Trustees discuss and possibly approve a year-round access management option for winter 2023/2024 and provide direction for future electronic solutions at the District's restricted access beaches.

3. **SUBJECT:** Approval of the District's Form NVTC-LGF-10 (Formerly Form 4410LGF) - Indebtedness Report, as of June 30, 2023, for filing with the Nevada Department of Taxation, the Washoe County Clerk, and Washoe County Debt Management Commission.

Approval of the District's Form NVTC-LGF-11 (Formerly Form 4411LGF) - Five-Year Capital

NOTICE OF MEETING

Agenda for the Board Meeting of June 28, 2023 - Page 3

Improvement Plan, to include the IVGID-prepared Five-Year Capital Plan Summary for fiscal years 2023/24 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)

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

1) Approve the District's Form NVTC-LGF-10 - Indebtedness Report, as of June 30, 2023, 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, 2023.

That the Board of Trustees make a motion to:

2) Approve the District's Form NVTC-LGF-11 - Five Year Capital Improvement Plan, as of July 1, 2023, the related IVGID-prepared Five Year Capital Plan Summary for the fiscal years starting July 1, 2023 for filing with the Nevada Department of Taxation, the Washoe County Clerk and the State of Nevada Legislative Counsel Bureau by August 1, 2023.

4. **SUBJECT:** Review, discuss, and possibly appoint Mike Bandelin as Acting General Manager (Requesting Trustee: Chairman Matthew Dent)

Recommendation for Action: That the Board of Trustees makes a motion to appoint Mike Bandelin as Acting General Manager

5. **SUBJECT:** Review, discuss, and provide direction on Board communications to the community regarding meeting decisions (Requesting Trustee: Chairman Matthew Dent)

Recommendation for Action: That the Board of Trustees provides direction on Board communications to the community regarding meeting decisions

6. **SUBJECT:** Review, discuss, and provide direction on Board appointed citizen advisory committees (Requesting Trustee: Chairman Matthew Dent for Vice Chairman Sara Schmitz)

Recommendation for Action: That the Board of Trustees provides direction on Board appointed citizen advisory committees

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

NOTICE OF MEETING

Agenda for the Board Meeting of June 28, 2023 - Page 4

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9 a.m. Friday, June 23, 2023, a copy of this agenda (IVGID Board of Trustees Session of June 28, 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)
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/phone # 775-832-1207)

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; go to "Board Meetings and Agendas".***