



# NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District will be held starting at **6:00 p.m.** on **Tuesday, October 27, 2020** 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](mailto:info@ivgid.org) by 4:00 p.m. on Tuesday, October 27, 2020) or via telephone (the telephone number will be posted to our website on the day of the meeting).

## **CLOSED SESSION – TIME CERTAIN - 5:00 p.m. to 5:45 p.m.**

The Board may consider a motion to enter a Closed Session to consider negotiating strategy pertaining to the Operating Engineers Local Union No. 3 (pursuant to NRS 288.220).

- 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.*
- 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. PUBLIC HEARINGS

**There are no Public Hearings for this agenda.**

- F. DISTRICT STAFF UPDATES (*for possible action*)
  - 1. District General Manager Indra Winquest
    - a. *Formal written report outlining the contracts/expenditures s/he approved - Once a month formal written report outlining the contracts/expenditures s/he approved with proper spending authority (under \$50,000 of budgeted expenditures)*
- G. 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)

# NOTICE OF MEETING

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H. DISTRICT GENERAL COUNSEL UPDATE *(for possible action)*

**There is no Update for this agenda.**

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

1. Treasurers Report *(for possible action)*

- a. Payment of Bills *(for possible action)* *(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)*

J. 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.)*

1. Review, discuss and possibly approve entering into Agreements with the Nevada Department of Transportation (NDOT) for the adjustment of utility facilities associated with NDOT Projects SPF-028-1(027) and SPSR-0431(022) (Requesting Staff Member: Engineering Manager Nathan Chorey)
2. Review, discuss and possibly reclassify \$10,000 from CIP#1213CE1501 (Wireless Controller Upgrade) to the Mitel VoIP project **and** approve the purchase of Mitel VoIP hardware and configuration support costs not to exceed \$70,000, CIP#1213CE1901 Fiscal Year 2020/2021 (Requesting Staff Member: Director of Information Technology Mike Gove)

K. GENERAL BUSINESS *(for possible action)*

1. Review, discuss and potentially provide approval to seek repayment of attorney fees and costs incurred for the litigation of Aaron L. Katz vs IVGID, estimated not to exceed \$25,000. (Requesting Trustee: Chairman Tim Callicrate)
2. Review, discuss and possibly approve authorizing the District's General Manager to execute a contract with Tyler Technologies for implementation of a new Human Resource Management and Payroll Processing Software system in the amount of \$257,308. (approved CIP Project #1315CO1801 - \$300,000), **and** consider authorizing expanded scope for concurrent implementation of new Finance and Accounting system, **and** amending Five-Year Capital Improvement Plan to provide supplemental funding, for a combined capital project cost of \$391,438. (Requesting Staff Members: Director of Human Resources Dee Carey, Director of Information Technology Mike Gove and Director of Finance Paul Navazio)
3. Review and discuss 2021/2022 Proposed District Budget Calendar (Requesting Staff Member: Director of Finance Paul Navazio)



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- L. APPROVAL OF MINUTES *(for possible action)*
  - 1. Meeting Minutes of September 30, 2020
- M. REPORTS (Reports are intended to inform the Board and/or public)\*

**There are no Report items for this agenda.**

- N. FINAL PUBLIC COMMENTS\* - Limited to a maximum of three (3) minutes in duration.
- O. ADJOURNMENT *(for possible action)*

### CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Thursday, October 22, 2020 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of October 27, 2020) 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 Offices)
- 2. Incline Village
- 3. Crystal Bay
- 4. Raley's
- 5. Incline Village
- 6. IVGID's
- 7. The Chateau at

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

- Vorderbruggen Building (Administrative
- Post Office
- Post Office
- Shopping Center
- Branch of Washoe County Library
- Recreation Center
- Incline Village

/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 Peter Morris.*

**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](http://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.*