

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
Interim General Manager

SUBJECT: Review, discuss, and possibly provide direction for the next step in the process to possibly revise Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District

STRATEGIC PLAN: Long Range Principle 4 – Service
Long Range Principal 6 – Communication

DATE: December 11, 2019

I. RECOMMENDATIONS

That the Board of Trustees review, discuss and provide direction to Staff to proceed with next steps in the process of making administrative revisions to Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District, which includes but is not limited to setting a public hearing date and agenda item at a future meeting.

II. DISTRICT STRATEGIC PLAN

Long Range Principle 4 – Service

– Provide well defined customer centric service levels consistent with fiscal goals and community expectations.

Long Range Principal 6 – Communication

– Promote transparency in all areas including finance, operations, and public meetings.

III. BACKGROUND

At the March 28, 2019, Board of Trustees workshop, the Board of Trustees undertook a conversation about Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District. There was additional Board discussion regarding Ordinance 7, An Ordinance Establishing Rates, Rules and

Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District, at the April 10, 2018 and May 1, 2019 Board of Trustee meetings.

The Trustees prioritized the following issues as future discussion items for the possible modification of Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District:

- No longer combine beach policies and regulations with other recreational policies and regulations;
- Remove sections which are outdated or are purely administrative in nature;
- Review punch card policies;
- Review guest access policies and procedures;

As part of the public input process for these potential modifications, there was a public forum on Beach policies and procedures on July 24, 2019.

This would be the second public meeting regarding the beaches in the past twelve months. A very well attended “Beaches 101” public meeting was held on July 11, 2018. A recording of the meeting along with the supporting materials is available on the District’s website.

IV. FINANCIAL IMPACT AND BUDGET

None at this time.

V. ALTERNATIVES

Board of Trustees can direct staff to not make revisions to Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District.

VI. COMMENTS

The current revisions being explored are listed below. These potential revisions are mostly administrative by nature. Next steps may also include restructuring of the ordinance to more clearly define recreation access and the policies that govern.

Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District

Administrative Provisions considered for Amendment

- Article III. Item 28 Fees Kept Current – changed to match procedures followed by Washoe County Treasurer to determine delinquency.
- Article IV. Item 31 Application – expand to allow other electronic forms of communication.
- Article V. Item 38 Assignment Procedures – expand to allow other electronic forms of communication.
- Article V. Item 39 Agent Designation - expand to allow other electronic forms of communication.
- Article V. Item 40 Multi-Parcel Designation - expand to allow other electronic forms of communication.
- Article VI. Item 46 – update list of covered products and service types.
- Article VI. Item 47 Term of Issuance – change renewal period.
- Article VI. Item 51 Lost/Stolen Recreation Pass – remove “of \$15 per pass” to allow fees to be set outside of the Ordinance.
- Article VI. Item 52 Reassignment Fee - remove “of \$15 per pass” to allow fees to be set outside of the Ordinance.
- Article VI. Item 53 Ownership Transfer Fee – remove “of \$25.00 per parcel” to allow fees to be set outside of the Ordinance.
- Article VII. Item 55 Expiration Date – change May 1 to June 1 and April 30 to May 31, to facilitate coordinating setting the value for a Punch Card in relation to the budget adopted in the third week of May under Nevada Revised Statute.
- Article VII. Item 58 Exchange for Recreation Pass – remove “\$15.00” to allow fees to be set outside of the Ordinance.
- Article VIII. Item 60 – eliminate the limit on number of Recreation Passes per parcel that can be used to obtain discounts at golf (the original purpose for the limit is no longer relevant).
- Article VIII. Item 67 c 3 – Disciplinary Procedures for Misconduct; Suspension, Revocation, or Other Disposition; Board of Trustees – update reference to Nevada Revised Statute as NRS 241.030 (3) (d) no longer exists.
- Article VIII. Item 69 Purchase of Additional Recreation Passes or Cards – change “first April 30” to “first May 31” to coincide with Item 55.
- Article IX. Item 73 Effective Date – set a date based on the Board of Trustee action.

Note: Some of the changes may result in a renumbering of Articles or Items and, if necessary, will result in changing cross references throughout the ordinance.