
NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District Board of Trustees will be held starting at 6:00 p.m. on February 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 (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. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Authorize the District General Manager to Reallocate \$50,000 From Available Salary Savings in the FY 2022/23 Aquatics Budgets for the Recreation Center Pool (\$21,000, account 350-48-850) and Burnt Cedar Pool (\$29,000, account 390-39-850) to Aquatics Contractual Services (Recreation Center - 350-48-850-7330) and Burnt Cedar (390-39-850-7330), **and** Approve a Preventive Maintenance Purchase Order to Lee Joseph, Inc., Not to Exceed \$50,000 to Maintain District Swimming Pools for the Remainder of FY 2022/23 (Requesting Staff Member: Director of Parks & Recreation Shelia Leijon)

Recommendation for Action: That the Board of Trustees make a motion to Authorize the District General Manager to Reallocate \$50,000 From Available Salary Savings in the FY 2022/23 Aquatics Budgets for the Recreation Center Pool (\$21,000, account 350-48-850) and Burnt Cedar Pool (\$29,000, account 390-39-850) to Aquatics Contractual Services (Recreation Center - 350-48-850-7330) and Burnt Cedar (390-39-850-7330), **and** Approve a Preventive Maintenance Purchase Order to Lee Joseph, Inc., Not to Exceed \$50,000 to Maintain District Swimming Pools for the Remainder of FY 2022/23 (Requesting Staff Member: Director of Parks & Recreation Shelia Leijon).

2. **SUBJECT:** Authorize the District General Manager to Execute a Statement of Work with OpenGov, Inc. for Re-integration of the District's Financial Reporting and Transparency Tool with the Tyler Munis Financial System at a Not-to-Exceed Cost of \$16,650 (Requesting Staff Member: Director of Finance Paul Navazio)

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

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Recommendation for Action: That the Board of Trustees make a motion to authorize the District General Manager to execute a Statement of Work (SOW) with OpenGov, Inc. for specific tasks associated with reintegration of the District's web-based financial reporting and transparency platform with the District's new Tyler Munis financial system, at a not-to-exceed cost of \$16,650.

F. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, Discuss and Possibly Appoint Two (2) Board of Trustees Members to Serve on the Audit Committee Effective February 28, 2023 (Requesting Staff Member: District General Manager Indra Winquest)

Recommendation for Action: That the Board of Trustees Make a Motion to Appoint Two of its Members to the Audit Committee Effective February 28, 2023.

2. **SUBJECT:** Review, Discuss, and Interview Two Candidates (Mr. Cliff Dobler and Mr. Chris Nolet) for One (1) At-Large Audit Committee Position and Review, Discuss and Possibly Appoint One (1) At-Large Audit Committee Member, Effective February 28, 2023, to a Two Year Term (Term Ending June 30, 2025) (Requesting Staff Member: District General Manager Indra Winquest)

Recommendation for Action: That the Board of Trustees Make a Motion to Appoint Mr. (Fill in the Blank with the Candidate's Name) to Begin Serving, on February 28, 2023 and Ending June 30, 2025, as the Two-Year Term At-Large Appointee to the Incline Village General Improvement District's Audit Committee Which is a Volunteer Position and is Governed by Policy 15.1.0.

3. **SUBJECT:** Review, Discuss and Provide Direction and Comment to Staff on the Fiscal Year 2023 IVGID Utility Rate Study and Direct Staff to Prepare Documents and Utility Rate Schedules for a Water Utility Rate Increase and Sewer utility Rate Increase-Including a Presentation by HDR (Requesting Staff Member: Director of Public Works Brad Underwood)

Recommendation for Action: That the Board of Trustees Review, Discuss and Provide Direction and Comment to Staff on the Fiscal Year 2023 IVGID Utility Rate Study and Direct Staff to Prepare Documents and Utility Rate Schedules for a Water Utility Rate Increase and Sewer Utility Rate Increase.

4. **SUBJECT:** Review, Discuss, and Provide Direction to Staff Regarding the Board Rules **and** Potentially Update the Related Board Policy (Requesting Trustee: Chairman Matthew Dent)

Recommendation for Action: That the Board of Trustees Review, Discuss, and Provide Direction to Staff Regarding the Board Rules **and** Potentially Update the Related Board Policy.

5. **SUBJECT:** Review, Discuss, and Possibly appoint Board Liaisons for Departments and/or Special Tasks (i.e. Contracts, Flashvote, Etc) (Requesting Trustee: Sara Schmitz)

Recommendation for Action: That the Board of Trustees Discuss and Possibly Make a Motion to Appoint Board Liaisons for Departments and/or Special Tasks.

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6. **SUBJECT:** Review, Discuss, and Potentially Adopt Policy and Procedure No. 143/Resolution No. 1899 Regarding Public Records and Public Information Including Tracking Staff Time (Requesting Trustee: Chairman Matthew Dent)

Recommendation for Action: That the Board of Trustees Review, Discuss, and Potentially Make a Motion to Adopt Policy and Procedure No. 143/Resolution No. 1899 Regarding Public Records and Public Information Including Tracking Staff Time.

7. **SUBJECT:** Review, Discuss and Possibly Set a Public Hearing Date (April 12, 2023) for Ordinance 7 **and** Review, Discuss and Possibly Provide Feedback on Draft Redline Ordinance 7 Revisions as Provided by Staff (Requesting Staff Member: Director of Parks & Recreation Shelia Leijon)

Recommendation for Action: That the Board of Trustees Review, Discuss and Possibly Set a Public Hearing Date (April 12, 2023) for Ordinance 7 **and** Review, Discuss and Possibly Provide Feedback on Draft Redline Ordinance 7 Revisions as Provided by Staff.

8. **SUBJECT:** Review, Discuss and Possibly Approve Staff Recommendation to Issue a Request for Proposal (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project (Requesting Staff Member: District Project Manager Bree Waters)

Recommendation for Action: That the Board of Trustees Review, Discuss and Possibly Approve Staff Recommendation to Issue a Request for Proposal (RFP) for Design Services by an Architect and Engineering Team, and for Preconstruction Services by a Construction Manager at Risk for the Incline Beach House Project.

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

1. District General Manager's Report - Meeting of February 8, 2023
2. Treasurer's Report - Requesting Trustee: Treasurer Michaela Tonking

A. Payment of Bills (For District payments exceeding \$50,000 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 \$50,000 provided they are budgeted and the expenditure is approved according to District signing authority policy)

H. REVIEW OF THE LONG RANGE CALENDAR (for possible action)

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

J. BOARD OF TRUSTEES UPDATE

1. Flashvote Update (Requesting Trustee: Chairman Matthew Dent)

K. ADJOURNMENT (for possible action)

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CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Friday, February 3, 2023, a copy of this agenda (IVGID IVGID Board of Trustees Session of February 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)
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Melissa Robertson

Melissa Robertson

District Clerk (e-mail: mnr@ivgid.org/phone # 775-832-1268)

Board of Trustees: Matthew Dent - Chairman, Sara Schmitz, Michaela Tonking, David Noble, Raymond Tulloch

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