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# NOTICE OF MEETING

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The regular meeting of the Incline Village General Improvement District Board of Trustees will be held starting at 6:00 PM on May 25, 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>.

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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.

1. Fiscal Year 2022/2023 - 3rd Quarter Budget Update (Requesting Staff Member: Director of Finance Paul Navazio)
2. Fiscal Year 2022/2023 - 3rd Quarter CIP Popular Status Report (Requesting Staff Member: Director of Finance Paul Navazio)

F. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Review, discuss and possibly approve a Site Use License Agreement with NV Energy (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:* Review, discuss and possibly approve a Site Use License Agreement with NV Energy for property at Diamond Peak Ski Resort, and authorize the General Manager to execute the agreement.

2. **SUBJECT:** Review, discuss and possibly approve a professional services agreement with DOWL LLC for water model services associated with the Watermain Replacement - Alder Avenue CIP# 2299WS1802 (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:*

1. Approve the professional services contract with DOWL LLC for water model services associated with the Watermain Replacement - Alder Ave CIP#2299WS1802 project in the amount of \$7,000.
2. Authorize the Director of Public Works to execute the contract in substantially the form presented.

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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 • EMAIL: [info@ivgid.org](mailto:info@ivgid.org)

[www.yourtahoeplace.com](http://www.yourtahoeplace.com)

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3. **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 (SPS) #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 \$42,303 for the preparation of revised bidding documents associated with the Sewer Pump Station (SPS) #1 CIP#2599DI1703 project.
  2. Authorize Director of Public Works to execute the contract in substantially the form presented.
4. **SUBJECT:** Review, discuss and possibly approve the Purchase Order Agreement with Utility Services Assoc. for the Leak Detection Survey. (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:*

1. Approve the purchase order agreement with Utility Services Associated for performing a leak detection survey for the amount of \$10,142.
  2. Authorize the Director of Public Works to execute the contract in substantially the form presented.
5. **SUBJECT:** Review, discuss and possibly approve a purchase and professional service agreement for the replacement of the 1979 haul rope on Red Fox ski lift. 2022/2023 Capital Improvement Project: Fund; Community Services; Division: Ski; Project #3462HE1712 Project Type; E - Capital Maintenance; Vendor: Wire Rope Service in the amount of \$72,930 (Requesting Staff Member: General Manager Diamond Peak Ski Resort Mike Bandelin)

*Recommendation for Action:*

That the Board of Trustees makes a motion to:

1. Approve a Purchase Agreement for a replacement haul rope; Red Fox Ski Lift – 2022/2023 Capital Improvement Project: Fund: Community Services; Division: Ski; Project # 3462HE1712; Project Type; E – Capital Maintenance; Vendor: Wire Rope Service in the amount of \$38,530.00
  2. Approve a Professional Service agreement for the removal and installation of the replacement haul rope; Red Fox Ski Lift – 2022/2023 Capital Improvement Project: Fund: Community Services; Division: Ski; Project # 3462HE1712; Project Type; E – Capital Maintenance; Vendor: Wire Rope Service in the amount of \$34,400
6. **SUBJECT:** Review, discuss, and potentially approve Policy 22.1.0 Disclosure of Community Groups (Requesting Staff Member: District General Counsel Joshua Nelson)

*Recommendation for Action:* That the Board of Trustees makes a motion to approve Policy 22.1.0 Disclosure of Community Groups.

7. **SUBJECT:** Meeting Minutes of May 8, 2023

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## G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review and Discuss the Opinion of Probable Construction Cost for GMP2 of the Export Effluent Pipeline Project (CIP #2524SS1010) (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:* Review and Discuss the Opinion of Probable Construction Cost for GMP2 of the Export Effluent Pipeline Project (CIP #2524SS1010)

2. **SUBJECT:** Review, discuss and possibly approve an Increase to the Project Budget for the Skate Park Enhancement Project (CIP #4378BD2202) in an amount determined by the Board and currently estimated not to exceed \$500,000 (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:* The Board of Trustees make a motion to possibly approve funding for the Skate Park Enhancement Project (CIP #4378BD2202) in an amount determined by the Board and currently estimated not to exceed \$500,000.

3. **SUBJECT:** Review, discuss and possibly approve the rebuild of three Caterpillar 950G loaders by Empire Southwest (formerly Cashman Equipment) and purchase of tire chains from Silver State International (Requesting Staff Member: Director of Public Works Brad Underwood)

*Recommendation for Action:*

That the Board of Trustees makes a motion to:

1. Approve a purchase order contract with Empire Southwest for the rebuild of three 2002 950G Caterpillar Loaders, in the total amount of \$675,000.00 (CIP Project Numbers 2097HE1729, 2097HE1730 and 3463HE1723).
2. Authorize the issuance of a purchase order with Silver State International for the purchase of loader tire chains for three 950G loaders (CIP 2097HE1725 and 3463HE1722).
3. Authorize the transfer of funds in the amount of \$6,352 from CIP project number 2097HE1729 to CIP project number 2097HE1725.
4. Authorize the transfer of funds in the amount of \$3,426 from CIP project number 3463HE1723 to CIP project number 3463HE1722.
5. Authorize the Director of Public Works to sign the Purchase Order Contract in substantially the form presented.

4. **SUBJECT:** Discussion of Resolution 1902: A Resolution Approving the Report for Collection of Recreation Standby and Service Charges for Fiscal Year 2023/2024 (Requesting Staff Member: Director of Finance Paul Navazio)

5. **SUBJECT: PUBLIC HEARING - FISCAL YEAR 2023/2024 RECREATION ROLL**

***Public Comments will be taken on this item. The Board Chairman will set the time limit for these comments at the meeting. It is anticipated that will be 3 minutes.***

6. **SUBJECT:** Review, discuss and possibly approve Resolution 1902: A Resolution Approving the Report for Collection of Recreation Standby and Service Charges for Fiscal Year 2023/2024 (Requesting Staff Member: Director of Finance Paul Navazio)

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*Recommendation for Action:*

- 1) Set the Recreation Facility Fee and Beach Facility Fee for FY2023/24
- 2) Review, discuss and possibly approve Resolution Number 1902 which approves the Report for Collection of Recreation Standby and Services Charges (also known as the Recreation Facility Fee and Beach Facility Fee) for Fiscal Year 2023/2024
7. **SUBJECT:** Discussion of Incline Village General Improvement District Final Budget for FY2023-24, State of Nevada Form 4404LGF, and related FY2023-24 Central Service Cost Allocation, Recreation Facility Fee and Beach Facility Fee, Authorized Staffing Levels, and Fiscal Year 2023-24 Capital Improvement Project Budget (Requesting Staff Member: Director of Finance Paul Navazio)
8. **SUBJECT: PUBLIC HEARING - FISCAL YEAR 2023/2024 BUDGET**

*Public Comments will be taken on this item. The Board Chairman will set the time limit for these comments at the meeting. It is anticipated that will be 3 minutes.*

9. **SUBJECT:** Adoption of Incline Village General Improvement District Final Budget for FY2023-24, State of Nevada Form 4404LGF, and related FY2023-24 Central Service Cost Allocation, Recreation Facility Fee and Beach Facility Fee, Authorized Staffing Levels, and Fiscal Year 2023-24 Capital Improvement Project Budget (Requesting Staff Member: Director of Finance Paul Navazio)

*Recommendation for Action:*

1. Approval of the Central Services Cost Allocation Plan for Fiscal Year 2023-2024 allocating a total of \$1,956,300 in costs from the General Fund to the Utility Fund, Community Services Funds and Beach Fund
2. Approval of the Incline Village General Improvement District's Final Budget for Fiscal Year 2023-2024 (Form 4404LGF) as prescribed by the State of Nevada Department of Taxation
3. Approval of Fiscal Year 2023-24 Authorized Staffing Levels
4. Approval of the Incline Village General Improvement District's Capital Improvement Program Budget for Fiscal Year 2023-2024
10. **SUBJECT:** Final review and discussion of the District General Manager evaluation process for period 2022-2023 (Requesting Trustee: Board Chairman Matthew Dent with assistance from Director of Human Resources Erin Feore)

- 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)

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## CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Friday, May 19, 2023, a copy of this agenda (IVGID Board of Trustees Session of May 25, 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.yourtahoepplace.com/ivgid/board-of-trustees/meetings-and-agendas](http://www.yourtahoepplace.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](mailto:sah@ivgid.org)/phone # 775-832-1207)

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

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***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.yourtahoepplace.com](http://www.yourtahoepplace.com); go to "Board Meetings and Agendas".***