

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 February 14, 2024 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 at (877)853-5247 (the webinar ID 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.
1. **SUBJECT:** Interim General Manager's Monthly Status Report - January 2024.
 2. **SUBJECT:** Verbal report on the Finance Department's strategy for returning the General Fund Reserves to be in compliance with Board Policy 7.1.0, Section 2.1. (Requesting Staff Member: Interim Finance Director Bobby Magee)
- F. CONSENT CALENDAR (for possible action)
1. **SUBJECT:** Approval of the Meeting Minutes for January 25, 2024.
 2. **SUBJECT:** Review, discuss and possibly approve a change in the numerical sequence of Board Policies, due to a duplication of numbering for Policy 20.1.0 "Board Correspondence" and Policy 20.1.0 "Purchasing Policy for Goods and Services". (Requesting Staff Member: Interim General Manager Mike Bandelin)
- Recommendation for Action:* That the Board make a motion to:
- 1) Approve the change in numerical sequence of Board Policy 20.1.0 Purchasing Policy for Goods and Services, to Policy 21.1.0;
 - 2) Approve the Change in numerical sequence of Board Policy 21.1.0 Purchasing Policy for Public Works Contracts, to Policy 21.2.0
 - 3) Approve the change in Policy 21.2.0 to reference Board Policy 21.1.0 Purchasing Policy for Goods and Services
 - 4) Authorize the District Clerk to make the changes as approved.

NOTICE OF MEETING

Agenda for the Board Meeting of February 14, 2024 - Page 2

3. **SUBJECT:** Review, discuss and possibly adopt the modifications to the Whistleblower Procedure as approved by the Audit Committee. (Requesting Trustee: Chair Sara Schmitz)

Recommendation for Action: The Board of Trustees accepts the proposed modifications approved by the Audit Committee and changes the name from the Whistleblower Procedure to Policy 15.2 Whistleblower Policy and Procedure.

4. **SUBJECT:** Review, discuss, and possibly approve the Draft Premises Use Agreement between Incline Village General Improvement District (IVGID) and Vitalant for a Community Blood Drive at the Incline Village Recreation Center Gymnasium on February 26th 2024 from 11:00 a.m. - 3:00 p.m., and approve Facility Rental at No Cost. (Requesting Staff Member: Director of Parks and Recreation Shelia Leijon)

Recommendation for Action: That the Board make a motion to approve the Premises Use Agreement between IVGID and Vitalant the Community Blood Drive to be held at the Incline Village Recreation Center Gymnasium on February 26th 2024 and approve Facility Rental at No Cost.

5. **SUBJECT:** Review, discuss and possibly approve an agreement with McDonald Carano for legal services as it relates to the Beach Deed and Incline Village General Improvement District (IVGID) Beaches in the not-to-exceed amount of \$50,000. (Requesting Trustee: Chair Sara Schmitz)

Recommendation for Action: The Board of Trustees makes a motion to approve an agreement with McDonald Carano for legal services as it relates to the Beach Deed and IVGID Beaches in the amount not-to-exceed \$50,000 replacing the existing agreement with Thorndal Armstrong.

G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, and possibly approve the plan of action for the General Manager Recruitment process, based on Staff recommendations. (Requesting Staff Member: Director of Human Resources Erin Feore)

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

I. LONG RANGE CALENDAR

1. **SUBJECT:** Long Range Calendar Review 02-14-2024

J. BOARD OF TRUSTEES UPDATE

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

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

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NOTICE OF MEETING

Agenda for the Board Meeting of February 14, 2024 - Page 3

L. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m. on Friday, February 9, 2024, a copy of this agenda (IVGID Board of Trustees Session of February 14, 2024) 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 213:

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/>)
4. IVGID's Recreation Center (980 Incline Way, Incline Village, Nevada)

Persons may request copies of all agenda materials by contacting the District Clerk or by visiting the Administrative Offices at the address listed above.

/s/ Heidi H. White

Heidi H. White

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

IVGID Board of Trustees: Chair Sara Schmitz, Vice Chair Matthew Dent, Secretary Michaela Tonking, Treasurer Raymond Tulloch, and Trustee 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.yourtahoeplace.com; go to "Board Meetings and Agendas".

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