

NOTICE OF MEETING

The Regular Meeting of the Incline Village General Improvement District (IVGID) Board of Trustees will be Held Starting at 6:00 PM on April 24, 2024 in the Boardroom, 893 Southwood Boulevard, Incline Village, Nevada.

Public Comment is allowed and Members of the Public are Welcome to Provide Public Comment via Telephone at (877) 853-5247 (the webinar ID will be posted to the IVGID 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 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. GENERAL BUSINESS (for possible action) - PART 1
- SUBJECT:** Conduct Interviews from the Five Citizen Submittals for the Position of Audit Committee Member At-Large and then Select Two Citizen Submittals to Become Members of the Incline Village General Improvement District Audit Committee and Appoint Two Board of Trustees Members to Become Members of the Incline Village General Improvement District Audit Committee, all positions would be effective April 25, 2024. (Requesting Staff Member: Assistant Director of Finance Adam Cripps)
- Recommendation for Action:* That the Board of Trustees Appoint Two Citizen At-Large Members and Two Board of Trustees Members to Serve on the Audit Committee effective April 25, 2024.
- F. REPORTS TO THE BOARD - Reports are intended to inform the Board and/or the public.
- SUBJECT:** Treasurers Report - February 2024 Activities District Treasury Report. (Requesting Staff Member: Assistant Director of Finance Adam Cripps)
 - SUBJECT:** Verbal Report and Update on the Incline Beach House and Access Projects. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)
 - SUBJECT:** Verbal Report and Update on the Public Works Department. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

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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G. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Approval of the IVGID Board of Trustees Meeting Minutes for April 10, 2024.
2. **SUBJECT:** Review, Discuss and Approve Amendment 3 for Clean Tahoe's Contract Services to Extend for an Additional Year in the Amount of \$44,000; Fund: Solid Waste; Division: Utilities #20002738-7330. (Requesting Staff Member: Interim Director of Public Works Kate Nelson).

Recommendation for Action: That the Board of Trustees make a Motion to:

1. Approve Amendment 3 for Clean Tahoe's Contract Services to Extend for an Additional Year in the Amount of \$44,000; and,
 2. Direct the General Manager to Sign, and Execute the Amendment.
3. **SUBJECT:** Review, Discuss, and Approve:
 1. The Professional Services Agreement for the Capital Improvement Water Main Replacement Alder Avenue #2299WS1802 Project with DOWL LLC for Construction Services in the Amount of \$11,570; and,
 2. The Professional Services Agreement for the Capital Improvement Water Main Replacement Alder Avenue #2299WS1802 Project with Black Eagle Consulting Inc. for Construction Materials Testing in the Amount of \$7,600; Project 2023/24 Capital Improvement Water Main Replacement Alder Avenue #2299WS1802; Fund: Utilities; Division: Water. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

Recommendation for Action: That the Board of Trustees make a Motion to:

1. Approve the Professional Services Agreement with DOWL LLC for Construction Services Associated with the Alder Avenue Water Main Replacement Project - CIP #2299WS1802 in the Amount of \$11,570; and,
 2. Approve the Professional Services Agreement with Black Eagle Consulting, Inc. for the Materials Testing and Inspection Associated with the Alder Avenue Water Main Replacement - CIP #2299WS1802 in the Amount of \$7,600; and,
 3. Direct the General Manager to Sign, and Execute the Agreements.
4. **SUBJECT:** Review, Discuss, and Approve the Agreement for Professional Services for the Effluent Storage Tank Project at the WRRF for SCADA Configuration Modifications - 2023/24 Capital Project Fund: Utilities; Division: Sewer: Project #2599SS2010 Effluent Storage Tank; Professional: Thunderbird Communications in the Amount of \$9,531.45. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

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Recommendation for Action: That the Board of Trustees make a Motion to:

1. Approve the Professional Services Agreement with Thunderbird Communications for the Effluent Storage Tank Project in the Amount of \$9,531.45; and,
2. Authorize District General Manager to Execute the Agreement with Thunderbird Communications.

5. **SUBJECT:** Review, Discuss, and Approve the Agreement for Services for Carpet Replacement Public Works Building A Lower Level - 2023/24 Capital Improvement Project; Fund: Utility; Division: Shared Sewer and Water; Project #2097BD1204 - New Carpet Building #A ; Vendor: Tahoe Specialty Flooring and Window Design in an Amount Not to Exceed \$17,029.46. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

Recommendation for Action: That the Board of Trustees make a Motion to:

1. Approve the Agreement for Services with Tahoe Specialty Flooring and Window Design for the Amount Not to Exceed \$17,029.46; and,
2. Direct the General Manager to Sign, and Execute the Agreement.

6. **SUBJECT:** Review Discuss, and Approve the Agreement for Services for Floor Replacement in the Recreation Center Group Fitness Room - 2023/24 Capital Improvement Project; Fund: Community Services; Division: Recreation; Project # 4886LE001 - Fitness Equipment Floor Replacement; Vendor Croft Beck Group, LLC., in an Amount Not to Exceed \$36,619. (Requesting Staff Member: Director of Parks & Recreation Shelia Leijon)

Recommendation for Action: That the Board of Trustees make a Motion to:

1. Approve the Professional Services Agreement with Croft Beck Group, LLC., for Floor Replacement in the Recreation Center Group Fitness Room, CIP # 4886LE001 in the Amount of \$36,619; and,
2. Direct the General Manager to Sign, and Execute the Agreement.

7. **SUBJECT:** Authorization to Increase and Transact Under Existing Blanket Purchase Order for Fiscal Year 2023/24, Pursuant to NRS 332.115, and Board Policy 21.1.0; for Vendor US Foodservice, Inc. in the Amount of \$80,000 for an Updated Amount Not to Exceed \$559,500.(Requesting Staff Member: Assistant Director of Finance Adam Cripps)

Recommendation for Action: That the Board of Trustees Approve an Increase to the Fiscal Year 2023/24 Blanket Purchase Order for the Following Vendor: US Foodservice, Inc., in the Amount of \$80,000 for an Updated Amount Not to Exceed \$559,500.

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H. GENERAL BUSINESS (for possible action) - PART 2

1. **SUBJECT:** Review, Discuss, and Approve the Recommended 2024 - 25 Golf Season Rates (Requesting Staff Member: General Manager of Golf Operations Timothy Sands)
2. **SUBJECT:** Discussion, and Direction on Proposed Fee Schedule Modifications to Water, and Sewer Rates, and Direct Staff to Set the Date/Time of June 12, 2024 at 6:00 p.m. for the Public Hearing to Implement Amendments to the Sewer and Water Rates, as well as Adjustments to the Fee Schedule and to Publish the Notice in Accordance with the NRS 318.199 (Requesting Staff Member: Interim Public Works Director Kate Nelson)

Recommendation for Action: Authorize Staff to Schedule a Public Hearing on June 12, 2024, to Discuss, and Approve the Proposed Amendments to the Sewer and Water Rates, as well as Adjustments to the Fee Schedule and to Publish the Notice in Accordance with NRS 318.199.

3. **SUBJECT:** Review, Discuss and Approve the Agreements for the Purchase of Laboratory Equipment - 2023/24 Capital Project Fund: Utilities; Division: Public Works Shared: Project #LE24200100 Lab Equipment/Expansion; Vendors: Orange County Medical Sales in the Amount of \$12,755.00, Thermo Electron North America LLC in the Amount of \$19,932.00, Thermo Electron North America LLC in the Amount of \$80,372.06 and Aqua Solutions in the Amount of \$7,498.95. (Requesting Staff Member: Interim Director of Public Works Kate Nelson)

Recommendation for Action: That the Board of Trustees make a Motion to:

1. Make the Following Findings: IVGID's Purchase of the Following Laboratory Equipment: Autoclave from Orange County Medical Sales, UV-Vis from Thermo Electron North America LLC, Ion Chromatograph from Thermo Electron North America LLC, and Dionized Water System from Aqua Solutions are Exempt from Competitive Solicitation for the Following Reasons: NRS 332.115.1.(d).
2. Approve the Agreements for the Purchase of Laboratory Equipment - 2023/24 Capital Project Fund: Utilities; Division: Public Works Shared: Project #LE24200100 Lab Equipment/Expansion; Vendors:
 - a. Orange County Medical Services in the Amount of \$12,755.00 (Autoclave)
 - b. Thermo Electron North America LLC in the Amount of \$19,932.00 (UV-Vis Spectrophotometer)
 - c. Thermo Electron North America LLC in the Amount of \$80,372.06 (Ion Chromatograph)
 - d. Aqua Solutions in the Amount of \$7,498.95 (Dionized Water System)
3. Direct the General Manager to Sign, and Execute the Agreements.

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- I. REDACTIONS FOR PENDING PUBLIC RECORDS REQUESTS (for possible action)
- J. LONG RANGE CALENDAR
- K. BOARD OF TRUSTEES UPDATE
- L. FINAL PUBLIC COMMENTS - Limited to a maximum of three minutes in duration.
- M. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 AM on Friday, April 19, 2024, a copy of this agenda (IVGID Board of Trustees Session of April 24, 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: hhw@ivgid.org/phone # 775-832-1268)

IVGID Board of Trustees: Chair Sara Schmitz, Vice Chair Matthew Dent, Treasurer Raymond Tulloch, Secretary Michaela Tonking, and 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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