



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 July 31, 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. REPORTS TO THE BOARD - Reports are intended to inform the Board and/or the public.

1. **SUBJECT:** Treasurers Report - May 2024 Activities District Treasury Report. (Requesting Staff Member: Assistant Director of Finance Adam Cripps)
2. **SUBJECT:** Verbal Report on Activities Related to the Forensic Due Diligence Audit. (Requesting Staff Member: District General Manager Bobby Magee)

F. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Approval of the IVGID Board of Trustees Meeting Minutes for June 12, 2024. (Requesting Staff Member: District Clerk Heidi White)
2. **SUBJECT:** Approval of the IVGID Board of Trustees Meeting Minutes for June 26, 2024. (Requesting Staff Member: District Clerk Heidi White)
3. **SUBJECT:** Approval of the IVGID Board of Trustees Meeting Minutes for July 10, 2024. (Requesting Staff Member: District Clerk Heidi White)
4. **SUBJECT:** Review, Discuss, and Approve the Purchase Order Agreement for Services Associated with the Sewer Pump Station #16 Motor Repair - FY 2024/25 Capital Improvement Project Fund: Utilities; Division: Sewer: Project #2599DI1104; Contractor: Carson Pump LLC, in the Amount of \$17,400. (Requesting Staff Member: Public Works Director Kate Nelson)

Incline Village General Improvement District

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

1. Approve the Purchase Order Agreement for Services with Carson Pump, LLC in the Amount of \$17,400; and,
 2. Authorize Staff the Execute Change Orders for Additional Work if Required up to 10% of the Construction Contract Value; not to Exceed \$1,740; and,
 3. Direct the General Manager to Sign and Execute the Agreement.
5. **SUBJECT:** Approval of Sole Source Procurement of Water and Wastewater Treatment Chemicals From Univar in Amount Not-to-Exceed \$120,000 and from Olin in Amount Not to Exceed \$170,000; Approve Procurement of Fuel through State Contract Pricing (Contract #99SWC-S818) under NRS 32.195 with Pilot Thomas Logistics, LLC in the Amount Not-to-Exceed \$190,000 and with Flyers Energy, LLC in the Amount Not to Exceed \$190,000 (Requesting Staff Member: Assistant Director of Finance Adam Cripps)

Recommendation for Action: That the Board of Trustees make a Motion to Authorize the Following Procurements for FY2024-25 Transactions:

1. Make the following finding: Procurement of Chemicals is Exempt from Competitive Solicitation per NRS 332.115 (1), as the District has Found Single Vendor(s) who can Supply and Deliver Chemicals required for the District's Water and Wastewater Treatment Operations;
2. Authorize Sole Source Procurement of Chemicals with the Following Vendors:
 - a. UNIVAR (Sodium Silicate) in the Amount Not-to-Exceed \$120,000, and
 - b. Olin (Sodium Hydrochlorite) n the Amount Not-to-Exceed \$170,000;
3. Procurement of Fuel (Fleet Services) through State Contract Pricing (Contract #99SWC-S818) with
 - a. Pilot Thomas Logistics, LLC in the Amount Not-to-Exceed \$182,000; and,
 - b. Flyers Energy, LLC in the Amount Not to Exceed \$176,000;

Blanket Purchase Orders for selected Vendors for FY2024-25 Transactions for Amounts Not-to-Exceed those Specified in Attachment A to this Board Memo.

6. **SUBJECT:** Review, Discuss and Approve an Agreement with Professional Ski Racer Lila Lapanja for Complimentary Memberships at the Recreation Center, Tennis & Pickleball Center, and Diamond Peak Season Ski Passes, in exchange for serving as a Marketing Ambassador for IVGID's Recreation Venues.(Requesting Staff Member: Marketing & Communications Manager Paul Raymore)

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

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1. Authorize Staff to Sign and Execute an Agreement with Lila Lapanja (Attachment B) to serve as a Marketing Ambassador for IVGID's Recreation Venues in exchange for Complimentary usage of the Incline Village Recreation Center, the Incline Village Tennis & Pickleball Center, and Diamond Peak Ski Resort.

G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, Discuss and Approve Board Practice 6.2.0 - Budgeting and Fiscal Management Community Services and Beach Pricing for Products and Services. (Requesting Staff Member: Director of Administrative Services Susan Herron)

Recommendation for Action: That the Board of Trustees make a Motion to Approve the Revisions as Provided to Practice 6.2.0.

2. **SUBJECT:** Discussion, and Direction Relating to Board Policy 8.1.0 - Capitalization of Fixed Assets. Review to ensure that Policies for Capitalization of Assets are Aligned with Best Practices and are Compliant with Generally Accepted Accounting Principles (GAAP) and the Governmental Accounting Standards Board (GASB) as appropriate; that Capitalization Policies Align with prior Consultant Recommendations. (Requesting Staff Member: Assistant Director of Finance, Adam Cripps)
3. **SUBJECT:** Review, Discuss, and possibly Approve the Revisions to District Policy and Procedure 142, Resolution No. 1898 – Personnel Management. (Requesting Board Member: Trustee Raymond Tulloch)

Recommendation for Action: That the Board make a Motion to Approve the Revisions to District Policy and Procedure 142, Resolution No.1898 – Personnel Management.

4. **SUBJECT:** Discussion and Direction Regarding District Policy and Procedure 138 – Resolution No. 1849; Naming/ Dedication of IVGID Facilities and Acknowledging Important Local Persons, Events, or History. (Requesting Staff Member: Legal Counsel Sergio Rudin)
5. **SUBJECT:** Discussion, and Direction Regarding Incline Beach Food and Beverage Presentation. (Requesting Staff Member: General Manager of Golf Operations Tim Sands)

Recommendation for Action: That the Board of Trustees Discuss and Provide Direction to Staff regarding the Incline Beach Project.

6. **SUBJECT:** Review, Discuss and Possibly Approve the Golf Club Policy. (Requesting Staff Member: General Manager of Golf Operations Tim Sands)

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- 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 minutes in duration.
- L. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 AM on Friday, July 26, 2024, a copy of this agenda (IVGID Board of Trustees Session of July 31, 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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