



NOTICE OF MEETING

The Regular Meeting of the Incline Village General Improvement District (IVGID) Board of Trustees will be Held Starting at 4:30 PM on November 13, 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 MANAGER SELECTION - Interview of Candidates to Begin at 5:00 PM or soon thereafter.

1. **SUBJECT:** Interview Candidates Ana Cortez, Robert Harrison, and Kent Walrack for the IVGID General Manager position; Discuss and Potentially Select a Candidate for Appointment to the General Manager Position; Discussion and Direction to Staff and Legal Counsel Regarding Negotiation of Employment Contract for the IVGID General Manager Position (Requesting Staff Member: Director of Human Resources Erin Feore)

Recommendation for Action: Following the interview process with the General Manager candidates, the Board makes a motion to:

1. Designate selected candidate; and
2. Direct staff and legal counsel to complete the negotiation of the employment contract for newly hired General Manager.

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

1. **SUBJECT:** District General Manager's Monthly Status Report. (Requesting Staff Member: Interim General Manager Karen Crocker)

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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2. **SUBJECT:** Ordinance 7, paragraph 44., Fees Kept Current (Property Tax Delinquencies) (Requesting Staff Member: Interim General Manager Karen Crocker)
3. **SUBJECT:** Treasurers Report - July 2024 Activities District Treasury Report to include July and August Monthly Financial Reports, and the District Budget Performance.(Requesting Board Member: Trustee Raymond Tulloch)

G. CONSENT CALENDAR (for possible action)

1. **SUBJECT:** Approval of the IVGID Board of Trustees Meeting Minutes for October 9, 2024. (Requesting Staff Member: District Clerk Heidi White)
2. **SUBJECT:** Review, Discuss and Approve Purchase Order Agreement for Vegetation Management; FY 2024/25 Public Works; Utilities; Sewer: Operating #20002523-7330 (Mill Creek Dam #2) and Operating #20002521-7330 (Wetlands); Contractor: with Integrity Pest Management, LLC; in the Amount not to Exceed \$13,800. (Requesting Staff Member: Director of Public Works Kate Nelson).

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

1. Approve the Purchase Order Agreement with Integrity Pest Management, LLC. in the Amount not to Exceed \$13,800 and
2. Direct the Interim General Manager to Sign and Execute the Agreement.

3. **SUBJECT:** Review, Discuss and Approve a Contract Extension of Time with Jacobs for the Effluent Storage Tank CIP# 2599SS2010 Project. (Requesting Staff Member: Director of Public Works Kate Nelson).

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

1. Authorize Staff to Execute Amendment 11 to the Services Agreement and Approve a Contract Extension of Time with Jacobs for the Effluent Storage Tank CIP#2599SS2010 Project.

4. **SUBJECT:** Review, Discuss, and Approve an Agreement to Support the Upgrade of ESRI ArcMap to ArcGIS Pro; FY 2024/25 Public Works; Utilities; Shared: Operating #20002297-7310; Contractor: Pro West Associates; in the Amount not to Exceed \$6,100. (Requesting Staff Member: Director of Public Works Kate Nelson).

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

1. Approve the Agreement with Pro West Associates to Support the Upgrade of ESRI ArcMap to ArcGIS Pro; FY 2024/25 Utilities Shared: Operating #20002297-7310 in the Amount of \$6,100; and,
2. Authorize the Interim General Manager to Execute the Agreement.

5. **SUBJECT:** Review, discuss, possibly approve and award a Janitorial Service Agreement between the District and CC Cleaning for Seasonal Janitorial Services; Ski Venue; Property Operations; Janitorial;

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#30343469-7530; in the amount of \$45,995 with a fiscal year 2025 budget appropriation of \$48,000.
(Requesting Staff Member: Diamond Peak Ski Resort General Manager Mike Bandelin)

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

1. Approve and award a Janitorial Service Agreement between the District and CC Cleaning LLC. for the District's Ski Venue Annual Janitorial Services in the amount of \$45,995 including a not to exceed amount of \$48,000 within Fiscal Year 2025.
2. Authorize and Direct the Interim General Manager to Sign and Execute the Agreement.

6. **SUBJECT:** Review, Discuss, and Possibly Authorize staff to execute a Professional Services Agreement with flaik Sports USA Inc. for RTP Chart of Accounts Alignment Services in the not to exceed amount of \$8,800.

Recommendation for Action: That the Board of Trustees Authorize staff to execute a Professional Services Agreement with flaik Sports USA Inc. for RTP Chart of Accounts Alignment Services in the not to exceed amount of \$8,800.

H. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, Discuss and Appoint a Board Liaison to attend the interviews of Candidates for the Director of Finance Position and provide feedback to staff per Policy and Procedure 144, Resolution No. 1911, Personnel Management (Requesting Staff Member: Director of Human Resources Erin Feore)

Recommendation for Action: The Board appoint a liaison to attend the interviews of candidates for the Director of Finance position.

2. **SUBJECT:** Review, Discuss and Possibly Approve Modifications to Practice 6.2. – Budgeting and Fiscal Management Community Services and Beach Pricing for Products and Services (Requesting Staff Member: Interim General Manager Karen Crocker)

Recommendation for Action: It is recommended that the Board review, discuss and possibly approve modifications to Practice 6.2. Budgeting and Fiscal Management Community Services and Beach Pricing for Products and Services.

3. **SUBJECT:** Review, Discuss and Approve a One-Year Services Agreement with CC Cleaning Service, LLC for the Janitorial Services at the Recreation Center in the Amount of Not to Exceed \$77,168.00 (Requesting Staff Member: Interim General Manager Karen Crocker)

Recommendation for Action: Review, Discuss and Approve a One-Year Services Agreement with CC Cleaning Service, LLC for the Janitorial Services at the Recreation Center in the Amount of Not to Exceed \$77,168.00

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4. **SUBJECT:** Review, Discuss, and Approve a Plan of Correction Under NRS 354.6245 in response to the September 18, 2024, letter from the Department of Taxation, State of Nevada (Requesting Staff Members: Interim Director of Finance Sue Griffith and District General Counsel Sergio Rudin)

Recommendation for Action: That the Board of Trustees make a Motion to Approve a Plan of Correction Under NRS 354.6245 in response to the September 18, 2024, Letter from the Department of Taxation, State of Nevada.

- 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 Thursday, November 7, 2024, a copy of this agenda (IVGID Board of Trustees Session of November 13, 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, 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".**