



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 August 30, 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>.

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:** Report to the Board on the Opinion of Probable Construction Cost for GMP2 and the total project cost of the Export Effluent Pipeline Project (CIP #2524SS1010)
2. **SUBJECT:** Presentation on Regulating Public Comment.

F. CONSENT CALENDAR *(for possible action)*

1. **SUBJECT:** Review, discuss, and potentially adopt Policy and Procedure No. 137/Resolution No. 1905 regarding public records

Recommendation for Action: That the Board of Trustees review, discuss, and potentially adopt Policy and Procedure No. 137/Resolution No. 1905 regarding public records.

2. **SUBJECT:** Review, discuss, and potentially adopt Policy and Procedure No. 143/Resolution No. 1904 regarding advertisements in the IVGID Magazine

Recommendation for Action: That the Board of Trustees review, discuss, and potentially adopt Policy and Procedure No. 143/Resolution No. 1904 regarding acceptance of advertisements for the IVGID Magazine.

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.

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NOTICE OF MEETING

Agenda for the Board Meeting of August 30, 2023 - Page 2

3. **SUBJECT:** Approve a payment in the amount of \$7,200 to Erickson, Thorpe and Swainston, LLC

Recommendation for Action: That the Board of Trustees approve a final payment to Erickson, Thorpe and Swainston, LLC in settlement for their work conducted.

4. **SUBJECT:** Approval of the Meeting Minutes for August 9, 2023

G. GENERAL BUSINESS (for possible action)

1. **SUBJECT:** Review, discuss and possibly prioritize and provide direction to staff for the incomplete goals identified by the prior Board of Trustees and budgeted initiatives from the 2021-23 Strategic Plan (Requesting Trustee: Trustee Sara Schmitz)

2. **SUBJECT:** Review, discuss and possibly approve a salary range and any additional items such as housing allowance, moving stipend, etc. so as to proceed with the recruitment of a new District General Manager

Recommendation for Action: That the Board of Trustees review, discuss and possibly approve a salary range and any additional items such as housing allowance, moving stipend, etc. so as to proceed with the recruitment of a new District General Manager.

3. **SUBJECT:** Review and select from the proposed Executive Search firm agencies **AND** Authorize Director of Human Resources and Interim General Manager to engage with said agency for General Manager recruitment services in a not-to-exceed amount of \$50,000

Recommendation for Action: After careful consideration of the proposals submitted, the Director of Human Resources believes collaborating with **either** Bob Hall and Associates or Koff and Associates will ensure an expedient and cost effective partnership with recruitment services for the General Manager position currently open with the District. The anticipated not-to-exceed amount for this effort is \$50,000.00 which is currently unbudgeted

4. **SUBJECT:** Review, discuss and possibly approve augmentations to the Fiscal Year 2023/2024 approved budget to reflect carry-forward of available appropriations from the Fiscal Year 2022/2023 budget to support ongoing capital improvement and other projects with funding provided in the prior fiscal year.

Recommendation for Action: That the Board of Trustees makes a motion to approve augmentation of the 2023/24 approved budget to reflect carry-forward of available appropriations from the 2022/23 budget in support of ongoing capital improvement and other projects with funding provided in the prior fiscal year.

NOTICE OF MEETING

Agenda for the Board Meeting of August 30, 2023 - Page 3

5. **SUBJECT:** Review, discuss and possibly approve a Sole Source Finding, **and** review, discuss, and possibly approve an Equipment Purchase and Installation Service Agreement for Snowmaking Infrastructure Replacement - 2023/204 Capital Improvement Project; Fund: Community Services; Division Ski; Project #3464SI1002; Vendor: TechnoAlpin in the amount of \$413,169.22. (Requesting Staff Members: Interim General Manager, Mike Bandelin, and Project Manager Bree Waters) ,

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

1. Make the following finding: IVGID's award of the Equipment Purchase and Installation Service Agreement for Snowmaking Infrastructure Replacement is exempt from competitive solicitation for the following reasons: NRS 332.115.1.(d), (h).
2. Approve the award of the Equipment Purchase and Installation Service Agreement for Snowmaking Infrastructure Replacement - 2023/204 Capital Improvement Project; Fund: Community Services; Division Ski; Project #3464SI1002; Vendor: TechnoAlpin in the amount of \$413,169.22.
3. Authorize staff to execute change orders for additional work for 10% of the construction contract in the amount of \$41,317.
4. Authorize staff to perform construction services and inspection as required, not to exceed \$41,317.
5. Authorize the Interim General Manager to execute the contract in substantially the form presented.

6. **SUBJECT:** Review, discuss and possibly approve a Sole Source Finding, **and** review, discuss, and possibly authorize an Equipment Purchase Agreement for a replacement PistenBully Snow Grooming Vehicle – 2023/2024 Capital Improvement Project; Fund: Community Services; Division: Ski; Project #3463HE1724; Vendor: Kassbohrer All-Terrain Vehicles, Inc. in the amount of \$562,938.

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

1. Make the following finding: The District's purchase of a replacement PistenBully snow grooming vehicle and associated fleet management system from Kassbohrer All-Terrain Vehicles, Inc. is exempt from competitive solicitation for the following reasons: NRS 332.115.1.(a), (c) and (d).
2. Authorize Equipment Purchase Agreement with Kassbohrer All-Terrain Vehicles, Inc. totaling \$567,938.
3. Authorize the Interim General Manager to execute the contract in substantially the form presented.

7. **SUBJECT:** Review, discuss and possibly approve a Sole Source finding **and** review, discuss and possibly approve an Equipment Purchase Agreement for the procurement of a 14-Passenger Shuttle Van – 2022/2023 Capital Project; Fund: Community Services; Division: Ski; Project # 3469HE1740; Project Type; Rolling Stock; Vendor: Creative Bus Sales in the amount of \$141,767.

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

NOTICE OF MEETING

Agenda for the Board Meeting of August 30, 2023 - Page 4

1. Make the following finding: IVGID's purchase of a 14-passenger shuttle van from Creative Bus Sales is exempt from competitive solicitation for the following reasons: NRS 332.115.1.(o).
 2. Authorize and award an equipment purchase agreement between the District and Creative Bus Sales in the amount of \$141,767.
 3. Authorize the Interim General Manager to execute the contract in substantially the form presented.
8. **SUBJECT:** Review, discuss and possibly approve a Sole Source Finding and review, discuss, and possibly approve the procurement of water meter registers and transponders for 600 residential units - 2023/2024 Capital Expense Project; Fund: Utilities; Division: Water; Project #2299DI2603; Vendor: Ferguson Waterworks in the amount of \$119,400.

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

1. Make the following finding: The District's purchase of water meter registers and transponders is exempt from competitive bidding for the following reasons: NRS 332.115.1.(d),(i), and (j).
 2. Authorize the procurement of water meter registers and transponders for 600 residential units from Ferguson Waterworks in the amount of \$119,400.00.
9. **SUBJECT:** Review, discuss and possibly accept the Moss Adams Report
10. **SUBJECT:** Review, discuss and provide direction to Staff on the presented Request for Proposal for District Legal Counsel Services

Recommendation for Action: That the Board of Trustees provides edits on the presented Request for Proposal, provide Staff the timeline for execution of this effort, and, if desired, assign one Trustee to work with Staff to answer any questions or concerns that might arise during the effort.

11. **SUBJECT:** Discuss and possibly give direction for the drafting of letters to various agencies related to, but not limited to, the evacuation plan, the possible mobility hub, and the possibility of closure of the middle school. The Board could decide to take a position on these or other matters proposed by various agencies with impact on our community

Recommendation for Action: The Board of Trustees discuss and possibly give direction to one or more Trustees to review and draft letters for board approval and submission to various agencies. Options for consideration include, but are not limited to the following:

1. The location of a potential mobility hub in Incline Village;
2. The possible closure of the Incline Middle School;
3. The evacuation plan.

NOTICE OF MEETING

Agenda for the Board Meeting of August 30, 2023 - Page 5

- H. REDACTIONS FOR PENDING PUBLIC RECORDS REQUESTS (for possible action)
1. **SUBJECT:** Review, discuss, and provide direction on redactions for pending public records requests.
- I. LONG RANGE CALENDAR
1. **SUBJECT:** Long Range Calendar
- J. BOARD OF TRUSTEES UPDATE
1. **SUBJECT:** Flashvote Survey Results - Summer Amenities
 2. **SUBJECT:** Community Forum/Town Hall
- K. FINAL PUBLIC COMMENTS - Limited to a maximum of three (3) minutes in duration.
- L. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m. Friday, August 25, 2023, a copy of this agenda (IVGID Board of Trustees Session of August 30, 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.yourtahoeplace.com/ivgid/board-of-trustees/meetings-and-agendas)
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Heidi H. White

Heidi H. White

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

Board of Trustees: Matthew Dent - Chairman, Sara Schmitz, Michaela Tonking, Raymond Tulloch 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".**