Incline Village General Improvement District Code
(“IVGID Code” or “District Code”)

ENABLING LAW AND BACKGROUND

LCB Background Paper 83-4 “General Improvement Districts.”
https://www.leg.state.nv.us/Division/Research/Publications/Bkgnd/BP83-04.pdf

Fact Sheet-13-32: “Funding Economic Development in Nevada: General Improvement Districts”

“Legal Authority of General Improvement districts in Nevada”
http://www.sunvalleynevada.us/Paul%20Lioparelli%20on%20GIDs.pdf

NRS CHAPTER 318 - GENERAL IMPROVEMENT DISTRICTS
https://www.leg.state.nv.us/NRS/NRS-318.html

- GENERAL PROVISIONS
- ORGANIZATION OF DISTRICTS
- BOARD OF TRUSTEES; DISTRICT POWERS
- TAXATION
- BOUNDARIES; INCLUSION AND EXCLUSION OF PROPERTY
- ANNEXATION OF TERRITORY BY DISTRICT CREATED TO FURNISH ELECTRICITY
- BORROWING, BONDS AND SPECIAL ASSESSMENTS
- MERGER, CONSOLIDATION AND DISSOLUTION OF DISTRICTS
- CORRECTIVE ACTION
- EFFECT OF CHAPTER 542, STATUTES OF NEVADA 1967

WASHOE COUNTY ENABLING ORDINANCES

- Ordinance 97 (1961)
- First Amendment to Ordinance 97 (1964)
- Second Amendment to Ordinance 97 (June 1965)
- Third Amendment to Ordinance 97 (November 1965)
- Fourth Amendment to Ordinance 97 (May 1969)

Other State Laws and Regulations Governing IVGID Authority and Responsibility

- Public Works (NRS Chapter 338)
- The Local government Budget and Finance Act (NRS Chapter 354)
- The Local Government Purchasing Act (NRS Chapter 332)
Incline Village General Improvement District Code
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- Nevada Open Meeting Law (NRS Chapter 241)
- Nevada Public Records Act (NRS Chapter 239)

History of Incline Village General Improvement District
https://www.yourtahoeplace.com/ivgid/about-ivgid/history-of-ivgid

- Background of IVGID Creation to Present
- Crystal Bay GID combined with IVGID

IVGID Today

- Board of Trustees https://www.yourtahoeplace.com/ivgid/board-of-trustees
- Departments https://www.yourtahoeplace.com/ivgid/departments
  
  o Administration
    - Senior Management Team
    - Legal
    - Finance & Accounting
    - Asset Management
    - Human Resources
    - Risk Management
    - Information Technology
  
  o Public Works
    - Water
    - Sewer
    - Solid Waste
  
  o Parks, Recreation, Community Services
    - Beaches
    - Recreational Center
    - Programs & Camps
    - Outdoor Recreation
    - Golf Courses
    - Tennis Center
    - Weddings & Events
    - Food & Beverage
    - Diamond Peak Ski Resort
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Community Governance, Public Safety, Services and Administration Not Provided By IVGID

- United States Coast Guard http://www.sierracgaux.org
- United States Forrest Service https://www.fs.fed.us
- Tahoe Regional Planning Agency http://www.trpa.org
- North Lake Tahoe Fire Protection District http://www.nltfpd.net
- Nevada Division of State Lands http://lands.nv.gov
- Nevada Department of Transportation https://www.nevadadot.com
- Nevada Department of Wildlife http://www.ndow.org
- Washoe County https://www.washoeCounty.us
  - Washoe County Commission
  - Washoe County Sheriff
  - Washoe County Emergency Operations Center
  - Washoe County District Attorney
  - Incline Village Justice Court
  - Washoe County Roads
  - Washoe County Assessors
  - Washoe County Planning, Zoning, and, Building and Land Use Permits
  - Washoe County Business Licenses
  - Washoe County Health Department
  - Washoe County Registrar of Voters
  - Washoe County Library
  - Washoe County Senior Services
  - Washoe County Animal Services
- Washoe County School District – Incline Village Schools http://www.inlineschools.org/index.php/schools
- Nevada Energy https://www.nvenergy.com
- Southwest Gas https://www.swgas.com
- Waste Management (Transfer Station) http://www.wm.com/location/nevada/northern-nevada/inclinevillage/index.jsp
CHAPTER 1.01 ESTABLISHMENT OF IVGID CODE

1.01.10 Declaration of Purpose

The Incline Village General Improvement District (herein referenced as “IVGID”) Board of Trustees finds that it is desirable and in the public interest to codify IVGID ordinances, policies, resolutions, and practices into one District Code in order to provide an understandable and easy to use method of organization. The adoption of a District Code will provide the IVGID Board, Management, Staff, and the general public with an understandable and easy to use method of organization and classification that will serve as a coherent, convenient and logical compilation of IVGID ordinances, policies, resolutions, and practices.

1.01.11 Establishment of Code

This codification of IVGID ordinances, policies, resolutions, and practices shall be known as the “IVGID Code.”

1.01.12 Outline of Code

Ordinances, policies, practices and procedures which are adopted from time to time shall be classified and organized under the following scheme of titles:

Title 1 - General Provisions
Title 2 - Governance
Title 3 - Administration & Personnel
Title 4 - Public Records
Title 5 - Revenue & Finance
Title 6 - Solid Waste [codify Ordinance #1 here]
Title 7 - Sewer [codify Ordinance #2 here]
Title 8 - Water [codify Ordinance #4 here]
Title 9 – Beaches [codify part of Ordinance #7 dealing with beaches here]
Title 10 – Community Services  [codify part of Ordinance #7]
1.01.13 Principles of Construction

The provisions of this Code and all proceedings under it are to be construed to give effect its purposes. Unless the provisions of this Code otherwise specifically provide, or the context of this Code indicates to the contrary, the general provisions, rules of construction, and definitions set forth in the following sections of this chapter shall govern the construction of this Code. The following rules or meanings shall be applied in the construction and interpretation of the Code unless such application would be clearly inconsistent with the plain meaning or intent of the Ordinances:

(a) ACTS BY AGENTS. When the Code requires an act be done by a person which may be legally performed by an authorized agent of that principal person, the requirement shall be construed to include all acts performed by such agents.

(b) COMPUTATION OF TIME. In computing any period of time prescribed or allowed by this Code, the day of the act or event from which the period of time begins to run shall not be included but the last day of the period shall be included, unless it is a Saturday, a Sunday or a legal holiday. If the period of time prescribed or allowed is less than seven (7) days, Saturdays, Sundays, and legal holidays shall be excluded in the computation. As used in this section, "legal holiday" means any statewide legal holiday specified by state law.

(c) GENDER. Every word in this Code referring to the masculine gender shall also be construed to apply to females, and vice versa.

(d) GENERAL RULE. All words and phrases shall be construed according to their plain meaning in common usage. However, words or phrases with a technical or special meaning shall be understood and construed according to that technical or special meaning if such is the intent of the Code Titles and Sections.

(e) PERSON. The word "person" shall mean any of the following entities: natural persons, corporations, partnerships, associations, bodies politic or any other entity of any kind which is capable of being sued.

(f) SINGULAR AND PLURAL. Every word in this Code referring to the singular number only shall also be construed to apply to several persons or things, and every word in this Code referring to a plural number shall also be construed to apply to one (1) person or thing.

(g) TENSE. The use of any verb in the present tense shall not preclude the interpretation of the verb in the future tense where appropriate.

1.01.14 Partial Invalidity

If any chapter, section, sentence, clause or portion of this Code is for any reason held to be invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision and such holding shall not affect the validity of the remaining portions thereof.
1.01.15 Effect of Headings

The title, chapter, article, and section headings contained in this Code shall not be deemed to govern, limit, modify, or in any manner affect the scope, meaning, or intent of the provisions of any title, chapter, article, or section of this Code.

1.01.16 Meaning of "Section" and "Subsection"

"Section" shall mean a section of this Code, unless one other source is specifically set forth. "Subsection" shall mean a subsection of the section in which the term occurs, unless one other section is expressly set forth.

1.01.17 Amending the IVGID Code

- Describe process and procedure for amending the IVGID Code
- Establish schedule for regular review of the IVGID Code
- Provide citations to relevant NRS in appendix to this section

1.01.18 [reserved]
1.01.19 [reserved]

CHAPTER 1.02

1.02.10 Definitions

As used in this Code, unless a different meaning is apparent from the context or is specified elsewhere in the Code:

[insert definitions of terms that appear throughout the IVGID Code that require definition]
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The IVGID logo for the Incline Village General Improvement District is adopted and approved as depicted here:

[insert resolution/policy on use of IVGID logo here; include documentations of registered trademark in appendix to this section]

1.03.11 Authorized Use

(a) The District Clerk shall have custody and charge of the IVGID logo, and such other insignia that may from time to time be adopted pursuant to this Code. Except as provided by this Code, any seal, logo, insignia, or other symbol officially adopted for use by IVGID shall not be affixed to any instrument without the special warrant of the IVGID General Manager.

(b) Use of the IVGID logo by any person, corporation, or organization shall be subject to the proper approval of the IVGID General Manager.

(c) The IVGID logo shall not be used by any person, firm or organization for any false, misleading or malicious purpose. District Legal Counsel is hereby authorized to pursue, upon IVGID Board approval, any and all civil remedies available at law or equity for use of the seal in violation of this Code.
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TITLE 2 GOVERNANCE

CHAPTER 2.01 BOARD OF TRUSTEES

2.01.10 Powers and Duties

Appendix: NRS Chapter 318
Appendix: Washoe County Enabling Ordinances

2.01.11 Powers and Duties

2.01.12 Number of Members

2.01.13 Qualifications

2.01.14 Elections

2.01.15 Term

2.01.16 Vacancies

2.01.17 Officers
   (a) Chair
   (b) Vice-Chair
   (c) Secretary
   (d) Treasurer

2.01.18 Standing Committees
   (a) Audit Committee

2.01.19 Ad Hoc Committees
   (a) General Manager Fact-Finding Committees
2.01.20 Master Plans and Strategic Planning

Appendix: Strategic Plan
Appendix: Diamond Peak Master Plan
Appendix: Community Services Master Plan

2.01.21 Board of Trustees Meetings

(a) Quorum
(b) Agenda
(c) Rules and Procedure
(d) Action
(e) Direction
(f) Discussion
(g) Public Comment


2.01.22 Accountability, Censure, Reprimand and Removal

(a) Standards of Conduct
(b) Legal Liability
(c) Process and Procedure
(d) Censure
(e) Reprimand
(f) Warning
(g) Removal
(h) Advisory Opinions

Appendix: Nevada Ethics Law

2.01.23 Board of Trustees Compensation and Benefits
Incline Village General Improvement District Code
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CHAPTER 2.02 DISTRICT GENERAL MANAGER

2.02.10 District General Manager

2.02.11 Office Created and Statutory Duties Delegated by Board of Trustees

2.02.12 Eligibility and Term Eligibility

2.02.13 General Manager Compensation and Benefits

2.02.14 Powers and Duties

2.02.15 Senior Staff

2.02.16 Relations with Board of Trustees

2.02.17 Removal

Appendix: General Manager Contract

CHAPTER 2.03 DISTRICT LEGAL COUNSEL

2.03.10 Office Created

2.03.11 Compensation for Legal Services

2.03.12 Duties and Responsibilities

2.03.13 Appointment

Appendix: Legal Services Contract
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TITLE 3 ADMINISTRATION & PERSONNEL

CHAPTER 3.01

3.01.10 Adoption of Personnel System

3.01.11 Administration

3.01.12 Exempt Employees

3.01.13 Non-exempt Employees

Appendix: Personnel Policies
CHAPTER 4.01

4.01.10 General

4.01.11 Requests

4.01.12 Responses

4.01.13 Records Retention Schedule

Appendix: Forms
Appendix: NRS Chapter 239 "Nevada Public Records Act"
CHAPTER 5.01 DISTRICT FUNDS

5.01.010 Budget Process and Procedure

5.01.020 Revenue

5.01.030 Taxes Collected by County for District

5.01.040 Investments

5.01.060 Bonds

5.01.070 Reports

5.01.090 Collection of Revenue

5.01.100 Audits

Appendix: Current Annual Budget
Appendix: Current Audit
Appendix: NRS Chapter 354 “The Local Government Budget and Finance Act”
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CHAPTER 5.02 ACQUISITION, DISPOSITION AND ENCUMBRANCE OF REAL AND PERSONAL PROPERTY

5.02.010 Real Property

5.02.011 Personal Property

5.02.012 Leases

5.02.013 Easements

5.02.014 Liens

CHAPTER 5.03 PURCHASING

5.03.010 Purpose of Purchasing System

5.03.011 Scope of Chapter

Appendix: NRS Chapter 332 "Local Government Purchasing Act"

CHAPTER 5.04 PUBLIC WORKS PROJECTS

5.04.010 Purpose of Purchasing System
Incline Village General Improvement District Code
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5.04.011 Scope of Chapter

Appendix: NRS Chapter 338

CHAPTER 5.05 DEMANDS AND CLAIMS

5.05.010 General

5.05.011 Claims for Money or Damages

5.05.012 Tort Claims

5.05.013 Other Claims
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TITLE 6 SOLID WASTE

[codify Ordinance #1 here]
Incline Village General Improvement District Code
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TITLE 7 SEWER

[codify Ordinance #2 here]
Incline Village General Improvement District Code
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TITLE 8 WATER
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[codify Ordinance #4 here]
Incline Village General Improvement District Code
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TITLE 9 BEACHES, ADMINISTRATION OF

[codify part of Ordinance #7]
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TITLE 10 COMMUNITY SERVICES, ADMINISTRATION OF

[codify part of Ordinance #7]