NOTICE OF MEETING

The special meeting of the Incline Village General Improvement District will be held starting at 3 p.m. on Wednesday, August 2, 2017 in the Chateau located at 955 Fairway Boulevard, Incline Village, Nevada.

A. PLEDGE OF ALLEGIANCE*

B. ROLL CALL OF THE IVGID BOARD OF TRUSTEES*

C. PUBLIC COMMENTS* - Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration.

Public Comment Advisory Statement – A public body has a legitimate interest in conducting orderly meetings. IVGID may adopt and enforce reasonable restrictions on public comment to ensure the orderly conduct of a public meeting and orderly behavior on the part of persons attending the meeting. Public comment, as required by the Nevada Open Meeting Law, is an opportunity for people to publicly speak to the assembled Board of Trustees. Generally, it can be on any topic, whether or not it is included on the meeting agenda. In other cases, it may be limited to the topic at hand before the Board of Trustees. Public comment cannot be limited by point of view. That is, the public has the right to make negative comments as well as positive ones. However, public comment can be limited in duration and place of presentation. While content generally cannot be a limitation, all parties are asked to be polite and respectful in their comments and refrain from personal attacks. Willful disruption of the meeting is not allowed. Equally important is the understanding that this is the time for the public to express their respective views, and is not necessarily a question and answer period. This generally is not a time where the Board of Trustees responds or directs Staff to respond. If the Chair feels there is a question that needs to be responded to, the Chair may direct the General Manager to coordinate any such response at a subsequent time. Finally, please remember that just because something is stated in public comment that does not make the statement accurate, valid, or even appropriate. The law mitigates toward allowing comments, thus even nonsensical and outrageous statements can be made. However, the Chairperson and/or General Counsel may cut off public comment deemed in their judgment to be slanderous, offensive, inflammatory and/or willfully disruptive. Counsel has advised the Staff and the Board of Trustees not to respond to even the most ridiculous statements. Their non-response should not be seen as acquiescence or agreement just professional behavior on their part. IVGID appreciates the public taking the time to make public comment and will do its best to keep the lines of communication open.

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-

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 • FAX (775) 832-1122
www.yourtahoeplace.com
NOTICE OF MEETING

Agenda for the Board Meeting of August 2, 2017 - Page 2

The Board of Trustees may make a motion to accept and follow the agenda as submitted/posted.

E. GENERAL BUSINESS (for possible action)

1. Board Work Session – The IVGID Board of Trustees shall review, discuss, and possibly take action on the progress to date of their Board Work Plan which shall include review, discuss, and possibly take action on the fact finding cited in the attached reports from the General Manager’s Subcommittees on (a) Ordinance 7; (b) Master Plan/Capital Plan; (c) Communication; and (d) Financial Reporting aka Popular Reporting – pages 3 - 16

F. PUBLIC COMMENTS* - Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration; see Public Comment Advisory Statement above.

G. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Friday, July 28, 2017 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of August 2, 2017) was delivered to the post office address to the people who have requested to receive copies of IVGID's agendas; copies were either faxed or e-mailed to the people who have requested; and a copy was posted at the following seven locations within Incline Village/Crystal Bay in accordance with NRS 241.020:

1. IVGID Anne Vorderbruggen Building (Administrative Offices)
2. Incline Village Post Office
3. Crystal Bay Post Office
4. Raley's Shopping Center
5. Incline Village Branch of Washoe County Library
6. IVGID's Recreation Center
7. The Château at Incline Village

/\ Susan A. Herron, CMC
District Clerk (e-mail: sah@ivgid.org/phone # 775-832-1207)

Board of Trustees: Kendra Wong, Chainwoman, Tim Callicrate, Peter Morris, Phil Horan, and Matthew Dent.

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 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. Copies of the packets containing background information on agenda items are available for public inspection at the Incline Village Library.

IVGID's agenda packets are now available at IVGID's web site, www.yourtownplace.com; go to "Board Meetings and Agendas". A hard copy of the complete agenda packet is also available at IVGID's Administrative Offices located at 893 Southwood Boulevard, Incline Village, Nevada, 89451.

NRS 241.020(2) and (10): 2. Except in an emergency, written notice of all meetings must be given at least 3 working days before the meeting. 10. As used in this section, “emergency” means an unforeseen circumstance which requires immediate action and includes, but is not limited to: (a) Disasters caused by fire, flood, earthquake or other natural causes; or (b) Any impairment of the health and safety of the public.
MEMORANDUM

TO: Board of Trustees
FROM: Kendra Wong
     Chairwoman, Board of Trustees
SUBJECT: Review, discuss and possibly approve the General Manager's Committee Assignment for the Board of Trustees Work Plan
DATE: May 16, 2017

Thank you fellow Board members for providing me with the Board Work Items that you would like to work on. I have put together the following General Manager's Committees in collaboration with the District General Manager. Further, I have tasked the District General Manager with meeting with the District’s Senior Team to create a template for each committee to use for reporting back on progress made. I anticipate that a meeting will be called for each committee in the very near future with the goal of developing a work plan and bringing those back to the full Board for review and approval at the June 28 meeting.

General Manager's Ordinance 7 Committee – June 19 at 8:30 a.m.
Members: Trustee Phil Horan, Trustee Tim Callicrate, Director of Parks and Recreation Indra Winquest, District General Manager Steve Pinkerton

- Review feedback from the community sessions
- Staff report updating progress
- Identify areas of Ordinance 7 to address

General Manager's Master Plan/Capital Plan Committee – June 19 at 11 a.m.
Members: Trustee Peter Morris, Trustee Tim Callicrate, Director of Asset Management Brad Johnson, District General Manager Steve Pinkerton

- Create a structure for Master Planning
  o How do all of our Master Plans fit together
  o Create a timeline for regular review
  o Leverage public/private partnerships (e.g. ITF)
- Relationships with non-IVGID entities
  - Washoe County
    - Pedestrian paths
    - Left turn signals
    - Lighted crosswalks
    - Scenic Tahoe Blvd.
    - Regional Plan
  - Explore options with respect to town/city/county

**General Manager’s Communication Committee – June 12 at 11 a.m.**
Members: Trustee Kendra Wong, Trustee Phil Horan, District Clerk Susan Herron, Communications Coordinator Misty Moga, District General Manager Steve Pinkerton

- IQM2
  - Staff report on software functionality
  - Staff report on required resources to implement

**General Manager’s Financial Reporting aka Popular Reporting Committee – June 7 at 2 p.m.**
Members: Trustee Kendra Wong, Trustee Matthew Dent, Director of Finance Gerry Eick, District General Manager Steve Pinkerton

- Performance metrics
  - Financial
  - Non-financial/qualitative
- Continue to improve Fixed Cost/Variable Cost Analyses
- Policies & Procedures – IVGID Code
General Manager’s Committee on Ordinance 7

Members: Trustees Phil Horan and Tim Callicrate; Staff Members Director of Parks and Recreation Indra Winquest and District General Manager Steve Pinkerton

Report Date: July 11, 2017  Meeting Date(s): June 21, 2017

Purpose/Subject: Review feedback from the community sessions, Staff report updating progress, and identify areas of Ordinance 7 to address

Fact Finding:

Background – Staff shared that this issue is very contentious within the community with varying opinions on items such as beach access, recreation punch cards, vacation renters/visitors and the overall perception that the beaches are overcrowded. Reviewed the discussion over the years regarding how punch cards are utilized at each of the venues and how to potentially add value to parcel owners in relation to what and how they are allowed usage of the punch cards. A background on the evolution of the guest access ticket was reviewed and discussed. Lastly the committee discussed the potential to separate the ordinance into two parts, beach access and then other recreation privileges.

Identify potential items

- Constituency – The ordinance 7 discussion and any potential outcomes may affect all constituents including parcel owners, long and short-term renters and guests of IVGID Pass holders.

- Legal Implications – Definitely possible legal implications if the district decides to work toward making changes to ordinance 7 which would involve legal counsel review and potential action.

- Policy Implications – The committee discussed how to continue to solve some of the concerns as well as alleviate some of the perception and concerns by continuing to create policies rather than making any significant changes to the actual ordinance while recognizing that it may be necessary in the end to make changes to the ordinance.

- Prioritization – High Prioritization. Some of the more significant priorities include beach access, administrative/operating policies, potential separation of the ordinance, Recreation Punch Card overhaul, Guest Access Ticket process, communication and education to our parcel owners and property management agencies, as well as data collection and potential re-issuance of passes.

- Staffing Consideration(s) – Any changes to policies or the ordinance will require parks & recreation department staff time, which may vary depending on the overall magnitude of policy and administrative changes.

- Financial Consideration(s) – To be determined. Any changes made to the Recreation Punch Card process may dictate changes in the overall budgeting process. Additionally there could be potential impacts on key rates at some or all of the venues.

Disclaimer: This is a fact finding committee only. No decisions or recommendations shall be determined by the committee and the outcome is to present all the alternatives to the General Manager.
General Manager's Committee on Ordinance 7

Members: Trustees Phil Horan and Tim Callicrate; Staff Members Director of Parks and Recreation Indra Winquest and District General Manager Steve Pinkerton

Report Date: July 11, 2017  Meeting Date(s): June 21, 2017

Timeline

- Potential deliverable(s) – Discussion by the board will dictate but may include Development of a prioritization schedule as well as plan on how to engage the community and receive feedback from parcel owners prior to focusing on any administrative, policy or ordinance changes.

Next Meeting: Undetermined.

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General Manager's Committee on Master Plan/Capital Plan

Members: Trustees Peter Morris and Tim Callicrate; Staff Members Director of Asset Management Brad Johnson and District General Manager Steve Pinkerton

Meeting Date: June 19, 2017  Next Meeting Date(s): July 10, 2017 at 10am

Minutes from June 19, 2017 Meeting:

Topic:
- Create a structure for Master Planning – how do all of our master plans fit together and create a timeline for regular review;

- Review every 2-3 years as a component of Strategic Plan development
- Incorporate Master Planning process and review into IVGID Code development/policy updates
- Utilize Master Plans to develop a list for funding requirements determination
  - IVGID Fund Balance
    - Capital Improvements/Maintenance of Existing Facilities
    - Project Planning
    - Design Development
    - Permitting & Entitlements
  - Private Funding
  - Smaller Medium Bond Issuance
  - Large Long Term Bond Authorized by Public Vote that Captures a Broad Range of Projects

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General Manager’s Committee on Master Plan/Capital Plan

Members: Trustees Peter Morris and Tim Callicrate; Staff Members Director of Asset Management Brad Johnson and District General Manager Steve Pinkerton

Meeting Date: June 19, 2017  Next Meeting Date(s): July 10, 2017 at 10am

- Leverage public/private partnerships (e.g. ITF);
  - Private Funding Requires
    - An identified list of projects that are candidates for private funding
    - IVGID Commitment
      - Operations/Maintenance
      - Naming Rights
      - Design/Entitlements to make projects shovel ready
  - Well developed fund raising campaign
    - ITF involvement and leadership
    - Professional/Experienced resources and staffing of campaign
      - Current fund raising efforts are done on a volunteer and inexperienced basis
    - Professional fund raising marketing materials

- Relationships with non-IVGID entities – Washoe County: Pedestrian paths, left turn signals, lighted crosswalks, scenic Tahoe Boulevard, Regional Plan;
  - Commercial core beautification: multi-use pathway enhancement, lighting, landscaping, undergrounding of utilities
    - IVGID could be lead agency
      - Will require up-front IVGID dollars for planning and project development.
      - Could Require IVGID dollars for local matching requirements

- Outside Funding Sources:
  - Redevelopment Agency/Funds
  - TOT from RSCVA
  - Washoe County
  - Transportation Funds
    - Federal
    - State
    - Regional/County
  - Tahoe Restoration Act/USFS/TRPA Grant funding

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General Manager’s Committee on Master Plan/Capital Plan

Members: Trustees Peter Morris and Tim Callicrate; Staff Members Director of Asset Management Brad Johnson and District General Manager Steve Pinkerton

Meeting Date: June 19, 2017  Next Meeting Date(s): July 10, 2017 at 10am

- Explore options with respect to town/city/county
  - Suggest a separate GM’s committee – Community Governance
  - Has larger financial and operational implications
  - Leverage information developed and collected by past community efforts:
    - Independent Incline
    - Vision 2020
    - Pathways 2000

Fact Finding for Each Topic:

Background

Identify potential items

- Constituency
- Legal Implications
- Policy Implications
- Prioritization
- Staffing Consideration(s)
- Financial Consideration(s)

Timeline

- Potential deliverable(s)

Disclaimer: This is a fact finding committee only. No decisions or recommendations shall be determined by the committee and the outcome is to present all the alternatives to the General Manager.
General Manager’s Committee on Communication

Members: Trustees Phil Horan and Kendra Wong; Staff Members District Clerk Susan Herron, Communications Coordinator Misty Moga, District General Manager Steve Pinkerton

Report Date: June 12, 2017  Meeting Date(s): June 12, 2017

**Purpose/Subject:** IQM2: Staff report on software functionality; staff report on required resources to implement

**Fact Finding:**

Background – Staff shared that the District has been on an annual contract with this vendor for the past two years to test functionality and compatibility of the product with the District’s needs.

Identify potential items

- Constituency – No specific requests known at this time that are not being met.
- Legal Implications – None; webcasting is a courtesy not a Nevada Revised Statute requirement.
- Policy Implications: None
- Prioritization – Low, if not non-existent.
- Staffing Consideration(s) – District Clerk and Communications Coordinator are lead and co-lead respectively.
- Financial Consideration(s) – Cost is about $5,000 per year

**Timeline**

- Potential deliverable(s) – None at this point in time however committee wants to meet periodically to discuss stakeholder needs/wants/desires that are shared with our two Trustees as it relates to communications.
- Both Trustees shared that they consider this a dead initiative and support non-renewal of the software. The General Manager concurred and has since made the necessary decision to not review. It can be reinstated, if desired, at a later date.

Next Meeting: No specific date set but most likely mid-August. Update: Next committee meeting is July 6, 2017.

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General Manager's Committee on Communication

Members: Trustees Phil Horan and Kendra Wong; Staff Members District Clerk Susan Herron, Communications Coordinator Misty Moga (absent), District General Manager Steve Pinkerton

Report Date: July 6, 2017  Meeting Date(s): July 6, 2017

Purpose/Subject: Discuss responses to stakeholders i.e. correspondence submitted

Fact Finding:

Background – Staff shared that the Board of Trustees has struggled with this issue for years. Staff outlined, see visual on next page, the current action taken for each type of correspondence.

Identify potential items

- Constituency – Have stated they don’t get responses to their inquiries.

- Legal Implications – None; a request is not required by the Nevada Revised Statutes.

- Policy Implications - None

- Prioritization – Medium.

- Staffing Consideration(s) – District Clerk and Communications Coordinator are lead and co-lead respectively.

- Financial Consideration(s) – Depends on potential improvements/changes.

Timeline

- Potential deliverable(s) – Current action seems to be appropriate however discussion by the full Board is warranted; slated for August 2, 2017 when Board Work Plan is discussed.

Next Meeting: Undetermined.

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General Manager's Committee on Communication

Members: Trustees Phil Horan and Kendra Wong; Staff Members District Clerk Susan Herron, Communications Coordinator Misty Moga (absent), District General Manager Steve Pinkerton

Report Date: July 6, 2017  Meeting Date(s): July 6, 2017

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**CURRENT ACTION**

- **Special Events**
  - *Face-to-Face, CSMP Event*
    - Trustee: Chats, follows up, does nothing/something
    - Staff: Chats, follows up, does nothing/something

- **Attends public meeting**
  - Makes 3 minute comment

- **E-Mail written to.....**
  - Staff + DGC reviews, if necessary; sends to BOT, includes in next Board packet
  - Individual Trustee: May/may not forward, respond individually
  - All Trustees: May/may not forward, respond individually
  - All Trustees + Staff: Goes into next Board packet
  - info@ivgid.org: Staff responds

- **Handwritten letter mailed to.....**
  - Trustee: Takes individual action, RSVP, may assign, may ignore
  - Personal IVGID: Copies made, put into mailboxes
  - General Manager: May/may not respond, may assign, may discuss

- **Stops by IVGID**
  - Staff: Staff responds

- **Telephone call made to.....**
  - Trustee: Depends; generally talk to them; guide on options
  - Staff: Staff responds

- **Social Media**
  - Staff: Staff responds

- **Run into in public**
  - Staff: Chats, follows up, does nothing/something
  - Trustee: Chats, follows up, does nothing/something

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Note: Website includes contact information for both Board of Trustees and Senior Team members including cellular telephone numbers.

Disclaimer: This is a fact finding committee only. No decisions or recommendations shall be determined by the committee and the outcome is to present all the alternatives to the General Manager.
General Manager’s Committee on Popular Reporting

Members: Trustees Kendra Wong and Matthew Dent; Staff Members Director of Finance Gerry Eick and District General Manager Steve Pinkerton

Report Date: June 9, 2017  
Meeting Date(s): June 7, 2017 – 2 p.m.

Purpose/Subject:  

General Fact Finding:

Background
Popular Reporting is rooted in the ideal of making information and communications available in a form that is easily understood. This often takes the form of charts and visuals. The nature of any financial information tends to be highly aggregated.

Identify potential items

- Constituency  
  Parcel owners and the immediate residents of Incline Village and Crystal Bay.

- Legal Implications
  There are documents the District must prepare for compliance with laws and other standards. Popular reporting items cannot substitute for or conflict with those documents.

- Policy Implications
  The nature of the District’s Popular Reporting should be connected to Board of Trustee direction.

- Prioritization
  Each individual Subject has its own probable time line. The Board of Trustees collectively will need to assign prioritization and deadlines, considering all Work Plan activities.

- Staffing Consideration(s)
  Until further review is conducted, based on Board of Trustee direction, there is no definitive finding about staffing, however the preliminary assessment is none of the proposals appear to require additional staff, but it could require the reallocation of staff time to meet the Subject objectives.

- Financial Consideration(s)
  It is possible that contract services may be necessary to develop the format for these reports.

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General Manager’s Committee on Popular Reporting

Members: Trustees Kendra Wong and Matthew Dent; Staff Members Director of Finance Gerry Eick and District General Manager Steve Pinkerton

Report Date: June 9, 2017
Meeting Date(s): June 7, 2017 – 2 p.m.

June 7, 2017 - Subjects and Fact Finding:

1. Policies & Procedures – IVGID Code
   Historically, the District has utilized a series of Policy Resolutions that addressed actions or needs specific to IVGID. We have four major Ordinances that establish operations in named areas. In 2008, the Board of Trustees established a series of Policies and Practices based on best practices developed by the Government Finance Officers Association (GFOA). At the time of adoption it was stated a review every five years would be appropriate. Some have been modified multiple times, some are in original form. The GFOA has since updated its best practices.

   The fundamental benefit of developing an IVGID Code could be to streamline the content of a wide variety of sources, reduce redundant and complex materials, and allow simple access to laws and guidance materials at a Policy Level by subject or topic.

   Whatever is developed needs to document or link itself to the originating Policy Resolutions, Board Policies or Practices, Nevada Revised Statutes, or any other originating sources through footnote or appendix.

   Deliberation over the form and content of the Code will follow considerable staff and legal counsel time to develop the document for review by the Board of Trustees as a whole.

   Staff has indicated a desire to have the code developed ahead of a budget cycle. They and legal counsel are willing to put in the extra attention and effort over the next months to allow its adoption by December 31, 2017.

2. Performance Metrics – Financial and Non-financial
   The District has developed a Financial Transparency section on its web site. This site also includes many other types of information.

   There is an expected benefit to the separation of information that is for legal and compliance purposes versus Popular Reports, because that separation avoids users seeking information in the wrong place or with too much effort. Ease of navigation and location is a primary concern.

   Visual presentations are preferred, but charts and numbers, at times, are necessary to communicate clearly. Narratives can provide a snapshot or insight to discreet items. Combinations of formats is expected.

   The primary interest in Popular Reporting would be to communicate actual audited results against the budget. Since each type may require a differing level of detail there needs to be separate reports for operations and one for capital improvement projects.

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General Manager's Committee on Popular Reporting

Members: Trustees Kendra Wong and Matthew Dent; Staff Members Director of Finance Gerry Eick and District General Manager Steve Pinkerton

Report Date: June 9, 2017

Meeting Date(s): June 7, 2017 – 2 p.m.

Having looked at samples from Washoe County, Tahoe Donner Association, Chicago Park District, and Central Marin Sanitation Agency, there are many ways and purposes that can be fulfilled with a popular report. There is merit to starting at a high level and organizing information to go into deeper detail as a user goes farther into the report.

The Tahoe Donner format to identify the separation of Public and Private Amenities, as well as Administrative Support, is an example of an appealing message and method.

Using the IVGID Quarterly would be a way to connect the popular report in summary form with parcel owners. Broader and lingering access could be accomplished by posting reports to the District website.

Isolating support or ongoing materials needs to be done to separate them from point in time information on the web site.

The Trustees on the Committee have offered a suggested format for the capital improvement project reporting. It emphasizes a line for each project and multiple columns to move through budget to actual, and inform users about the life to date project as well as the annual expenditures and reconcile carryovers. A narrative for highlights, significant variances, or items of special interest is preferable. This emphasis would be on cash flow, not cumulative amounts over the life of a project. Staff initially reports these aspects are already part of their work and the information can be assembled. Staff also reports plans already exist to add a status indicator for each project for any annual report. The report would be done quarterly during the fiscal year, followed up with an annual report based on audited results. Items would be reported consistently with the order of the presentation of the adopted five year capital improvement project summary.

Non-financial metrics that include comparison to peers and industry standards are included or planned for Venue Dashboards.

The Committee is aware of interest in greater access to information on Recreation Privileges and usage. Similar interest exists for solid waste matters. This Committee did not discuss these as they feel those should be considered by the General Manager Committees on those specific topics.

3. Improve Fixed/Variable Cost Analysis

Staff will need to report further based on Board of Trustee direction, to establish terminology for consistency. This will consider Direct and Indirect, versus Fixed and Variable, or to utilize the concept of availability and user costs. Fixed and variable are used for the Utility Rate Study. The last budget process included a presentation using cost to be available then those associated with users.

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General Manager's Committee on Popular Reporting

Members: Trustees Kendra Wong and Matthew Dent; Staff Members Director of Finance Gerry Eick and District General Manager Steve Pinkerton

Report Date: June 9, 2017

Meeting Date(s): June 7, 2017 – 2 p.m.

Utilization of these terms could be consistent in budget presentations, and budget messages, popular reporting and possibly adopted into the IVGID Code. They are used in Nevada Revised Statute, Policies, Practices and Ordinances as well as the Recreation Report.

There is interest in having operating results in a popular report reflect a snapshot of Revenue, Expense (based on the terminology adopted) and a Net Result, by major program or venue. It is acknowledged that current monthly financial statements are presented in form that facilitates management of the venues and is linked more directly to the adopted budget and information used in the annual audit. All reports could originate, as they do now, from the same financial information, but could use different format for different purposes.

Any new format utilizing this concept would be for aggregated information, since the District already allows reporting in substantial detail through the Opengov.com portal on the web site.

Timeline
(Deferred to the discretion of the Board of Trustees as a whole against all Work Plan items)

Potential deliverable(s)
A. General Manager Report of the Status of the Committee, calling for further direction of the Board of Trustees for staff reports on chosen items. Probable staff reports include:

1. IVGID Code in draft form for comprehensive review
3. Proposed Capital Improvement Project Report utilizing Popular Reporting concepts and the form identified by Committee members

B. Ongoing reporting through Venue Dashboards for non-financial metrics.

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