

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
District General Manager

SUBJECT: Review, discuss and approve Staff to work with the Dave and Cheryl Duffield Foundation to develop a Memorandum of Understanding (MOU) to initiate a conceptual design phase for the purpose of expanding programs and services to the community at the Recreation Center, to be brought back to the Board of Trustees for approval at a future meeting

DATE: January 12, 2022

I. RECOMMENDATION

Review, discuss and approve Staff to work with the Dave and Cheryl Duffield Foundation to develop a Memorandum of Understanding (MOU) to initiate a conceptual design phase for the purpose of expanding programs and services to the community at the Recreation Center, to be brought back to the Board of Trustees for approval at a future meeting

II. DISTRICT STRATEGIC PLAN

Long Range Principal #1 Service

Long Term Initiative 6 - Execute the short and long term strategy as they relate to various district venue and facility master plans and studies as the roadmap for the future.

Long Range Principal # 5 Assets & Infrastructure

Long term Initiative 2 - Continue to review and potentially implement priorities identified in the various district venue and facility master plans and studies as defined by the Board of Trustees.

III. BACKGROUND

Community Service Master Plan, approved in 2018, includes top tier and second tier recommendations (Pages 133-139). These include:

Top Tier Recommendations

- Enhance and maintain IVGID's current facilities and upgrade equipment on a regular schedule
- Develop a dedicated Dog Park
- Connect facilities to create a connected trail system and provide walking loops
- Develop dedicated rectangle fields at the high school
- **Improve and expand the Recreation Center**
- Continue partnerships to provide Cross-County Ski Trails
- Move forward top priorities from the Beaches Recreation Enhancement Opportunities Plan, Tennis Center Facilities Assessment, and the Diamond Peak Master Plan
- Develop Bocce Courts

Included in the top tier recommendations is to improve and expand the Recreation Center to address existing gaps in service to the community and the Recreation Center membership.

The current design of the Recreation Center, as documented in the Community Services Master Plan, presents challenges as it relates to conflicting usage and the overall ability to provide services to the youth and teens in the community. Current programming use of the Recreation Center cannot appropriately accommodate certain types of programs and activities. The Recreation Center contains a robust membership base who expect a quality health and fitness center experience. Youth, teens, and families in the community have existing needs as well and the current design of the Recreation Center simply cannot consistently satisfy the activity and programmatic needs of the overall community.

Identified community priorities, gaps and recommendations, as it relates to the Recreation Center in the Community Services Master Plan, include but are not limited to:

- Need for an additional multi use gymnasium
- Flexible use meeting, fitness, personal training, and programming facilities for youth and seniors
- Increased valued sports & recreation programs
- Storage Space

Currently, the District is investing in the Recreation Center with two projects consistent with recommendations in the Community Services Master Plan. The Recreation Center Restroom Project and the Recreation Center Locker Room

Project. However, there are no existing plans to implement any other recommendations in the Community Services Master Plan.

Over the past couple years, demand for youth, teen and family programming has increased significantly and many of the youth programs operated by the Parks and Recreation Department are near or at capacity so there are additional demands that cannot currently be met based on available facilities and resources. Parks and Recreation Staff continue to work with partners such as Lake Tahoe School and Washoe County School District for utilization of facilities however these partners have their own specific needs so the existing shared space in the community is overall not sufficient.

IV. POTENTIAL PARTNERSHIP OPPORTUNITY WITH THE DAVID AND CHERYL DUFFIELD FOUNDATION

IVGID and the David and Cheryl Duffield Foundation have developed a solid partnership over the past few years; most recently partnering on the Incline Park Ballfield Renovation and the grant funded equipment to develop and implement what is now a thriving community gymnastics program that has unfortunately reached a point where there is minimal room for growth and the ability to accommodate the demand from the community due to lack of available facilities. Thanks to the generosity of the David and Cheryl Duffield Foundation, these programs and facilities have enhanced the overall services that IVGID is able to offer the community.

After significant discussion with the District, the David and Cheryl Foundation has issued IVGID a letter of interest to enter into another partnership with IVGID to expand and enhance the Recreation Center Campus to provide additional services to the community of Incline Village/Crystal Bay.

This vision for this partnership includes but is not limited to expansion of the Recreation Center primarily to serve youth and teens in the community through well managed and supervised programs and activities while providing opportunities to alleviate some of the existing issues and conflicting use at the Recreation Center identified in the Community Services Master Plan and experienced daily by Parks and Recreation Staff. While the vision for the expansion primarily would be to serve youth and teens, there would be opportunity to utilize the facilities for personal training and other types of commission based recreation services that would provide net revenue to the District. Additionally, the ability to utilize alternative recreation space would free up space in the existing gymnasium and fitness areas which is problematic during certain times of the day. The addition of a youth and teen specific area would also alleviate many of the issues that arise in the Recreation Center lobby as many of the local youth visit the

Recreation Center daily to recreate and socialize. This creates conflict in the lobby and the administrative area where Staff is serving customers at the Recreation Center counter. Being able to provide a location for local youth and teens to recreate and socialize safely in a positive environment is crucial and is extremely necessary.

The initial vision for this project includes an additional multi use gymnasium with an emphasis on youth programming and activities including gymnastics but as mentioned could provide opportunities for other services in the mornings and early afternoons. Additionally, space for programming and social activity, administrative, small kitchen, restrooms, storage, and other potential flexible areas.

IVGID has also developed a strong partnership with the North Lake Tahoe Boys & Girls Club (NLTBGC) over the years and if this project proceeds, the plan is to develop an operational partnership with the NLTBGC to supervise and provide programming to the youth and teens in the community.

The David and Cheryl Duffield Foundation have formally communicated to the IVGID District General Manager that they are fully committed to entering into a partnership with IVGID to develop and implement this project and provide the financial resources to make this a reality.

V. NEXT STEPS

If approved, Staff would work with David and Cheryl Duffield Foundation to create a Memorandum of Understanding (MOU) to enter into an agreement to complete a visioning and conceptual phase. This agreement would be brought back to the Board of Trustees for approval no later than the February 9th Board of Trustees meeting. The conceptual phase would include a preliminary conceptual design, high level cost estimation, estimated operating and maintenance estimations, and a preliminary programmatic and potential fee and revenue opportunities.

Ultimately, the conceptual phase would inform the recommended overall project that would be brought back to the Board for formal approval to proceed. It is imperative and the desire of the David and Cheryl Duffield Foundation to accelerate this project and they understand this would entail bringing in a third party to manage this project as IVGID Engineering Staff has a significant workload in the upcoming five-year capital plan.

VI. CONCLUSION

As documented in the Community Services Master Plan, enhancing and expanding the Recreation Center is recommended as a high priority in the community. Additionally, there is a need for additional programming and services in particular for the youth and teens in the community. It needs to be acknowledged that IVGID would own and be responsible for overall management of the expanded facilities and services. However, as a result of the generous grant opportunity, IVGID would not incur the capital and depreciation cost which is a huge benefit to the parcel owners of Incline Village/Crystal Bay. The ability to charge fees for membership, programming, personal training and other activities would need to be structured to achieve the desired cost recovery.

Staff is recommending that the Board authorize Staff to continue to work with the David and Cheryl Duffield Foundation on making this project a reality which will be a huge benefit to the parcel owners and the community of Incline Village/Crystal Bay.

VII. ATTACHMENTS

1. Letter of Intent from the David & Cheryl Duffield Foundation
2. Letter of Support from the North Lake Tahoe Boys & Girls Club

January 1, 2022

Mr. Indra Winqest
District General Manager
Incline Village General Improvement District
893 Southwood Blvd
Incline Village, NV 89451

Dear Mr. Winqest,

This letter serves to affirm the interest of the Dave & Cheryl Duffield Foundation (the "Foundation") in supporting improvements and new amenities to Incline Village recreation facilities and services as further described below. While this letter does not constitute a financial commitment, it is the intent of the Foundation to partner with the Incline Village General Improvement District to effect these improvements under terms and conditions to be further negotiated in good faith over the coming months as conceptual design and approval processes progress. Additionally, this offer is contingent upon an eventual overall agreement between parties to pursue an aggressive timeline for final completion of said improvements to be determined and agreed upon during the conceptual phase.

Potential activities contemplated under this affirmation of interest include construction of youth and teen facilities at the existing IVGID Recreation Center site to include but not limited to:

- Construction of a new multi-use gymnasium to provide safe and supervised programs and activities for community youth and teens including dedicated space for gymnastics programming and instruction
- Ancillary programming space to include but not limited to multi – use classroom programming space and social and emotional learning gathering space
- Administrational space including but not limited to front desk and check in services, office and meeting space
- Supporting infrastructure including but not limited to restrooms, kitchen, and storage space

The Dave & Cheryl Duffield Foundation is a private foundation chartered as a 501(c)3 not-for-profit corporation under the laws of Nevada.

Sincerely,

Chris Watts
Treasurer



BOYS & GIRLS CLUB
OF NORTH LAKE TAHOE

P.O. Box 1617
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(530) 546-4324 – (530) 546-2639 Fax
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January 7, 2022

Dear Incline Village General Improvement District Board of Trustees,

The Boys & Girls Club of North Lake Tahoe is in support of approval for the Conceptual Design Phase related to the Recreation Center Expansion, which would include an area dedicated for local youth and teen programming. The Boys & Girls Club of North Lake Tahoe is committed to working in collaboration with IVGID leadership and the Dave and Cherly Duffield Foundation to ensure the success of this process.

Currently, the Boys & Girls Club provides services to local youth throughout Incline Village and Crystal Bay at our Duffield Youth Program, located at Incline Elementary School. The addition of a dedicated space to youth and teens at the Recreation Center would allow the Club to provide a safe, positive, and healthy place for youth of all ages in partnership with IVGID. As a part of the Vision Team, the club will deliver expert input that will support a concept that will fulfill both current and future needs for the community.

Thank you for your consideration and for your commitment to creating opportunities for all youth in Incline Village.

Sincerely,

Mindy Turner Carbajal
Chief Executive Officer