
NOTICE OF MEETING

Revision 1

The regular meeting of the Incline Village General Improvement District will be held starting at 6:00 p.m. on February 9, 2022 via Livestream/Zoom.

Public comment is allowed and the public is welcome to make their public comment either via e-mail (please send your comments to info@ivgid.org by 4:00 p.m. on February 9, 2022) or 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>.

In addition, if a member of the public wishes to hear, observe, participate in and provide public comment at the meeting, using Livestream/Zoom, they may do so by coming to the Boardroom at 893 Southwood Boulevard, Incline Village, Nevada. In accordance with the Governor's Emergency Directive, all those in attendance will be required to wear a mask. Thank you, in advance, for your compliance. A notification of this attendance would be greatly appreciated by telephoning the District Clerk at (775) 832-1207 or sending an e-mail to info@ivgid.org. We appreciate your help with this process. (Reference is made to Assembly No. 253)

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. DISTRICT GENERAL MANAGER REPORT* - **PAGES 4 - 11**

F. REVIEW OF THE LONG RANGE CALENDAR (*for possible action*) – **PAGE 12**

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

1. Verbal report from Legislative Advocates Tri-Strategies – Eddie Ablesser and/or Paul Klein
2. Verbal report from District General Counsel Joshua Nelson on the Mark Smith v IVGID case

H. CONSENT CALENDAR (*for possible action*)

1. **SUBJECT: REVIEW, DISCUSS AND POSSIBLY AWARD A CONSTRUCTION CONTRACT FOR THE REPLACEMENT OF THE MAIN ELECTRICAL BREAKER AS PART OF THE WATER RESOURCE RECOVERY FACILITY IMPROVEMENTS PROJECT – 2021/2022 CAPITAL IMPROVEMENT PROJECT: FUND: UTILITIES;**

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

Revision 1

Agenda for the Board Meeting of February 9, 2022 - Page 2

DIVISION: SEWER; PROJECT #2599SS1102; VENDOR: MERIT ELECTRIC COMPANY IN THE AMOUNT OF \$50,117.00 PLUS \$5,000 FOR CONTINGENCY- PAGES 13 - 29

Recommendation for Action: Review, discuss and possibly award a construction contract for the replacement of the main electrical breaker as part of the Water Resource Recovery Facility Improvements Project – 2021/2022 Capital Improvement Project: Fund: Utilities; Division: Sewer; Project 2599SS1102; Vendor: Merit Electric Company in the amount of \$50,117.00 plus \$5,000 for contingency (Requesting Staff Member: Director of Public Works Brad Underwood)

2. SUBJECT: RECEIVE THE AUDIT COMMITTEE REPORT- PAGES 30 - 54

Recommendation for Action: There is no recommendation for action as this is receipt only (Requested by Audit Committee Chairman Raymond Tulloch)

~~**3. SUBJECT: BOARD PRACTICE FOR APPROVAL – BUDGETING AND FISCAL MANAGEMENT, DISTRICT-WIDE PRICING FOR PRODUCTS AND SERVICES, PRACTICE 6.2.0**~~

~~*Recommendation for Action:* Review, discuss and possibly take action to approve the new Board Practice.~~

I. GENERAL BUSINESS (for possible action)

1. SUBJECT: REVIEW, DISCUSS AND PROVIDE DIRECTION AND COMMENT TO STAFF ON THE FISCAL YEAR 2022 IVGID UTILITY RATE STUDY; DIRECT STAFF TO PREPARE DOCUMENTS AND UTILITY RATE SCHEDULES FOR A WATER UTILITY RATE INCREASE, A SEWER UTILITY RATE INCREASE, AND INCREASE CHARGES ON THE PUBLIC WORKS FEE SCHEDULE - PAGES 55 - 61

Recommendation for Action: Review, discuss and provide direction and comment to staff on the Fiscal Year 2022 IVGID Utility Rate Study. Direct staff to prepare documents and Utility Rate Schedules for a one-year average Water utility rate increase of Nineteen and three-tenths percent (19.3%), and a one-year average Sewer utility rate increase of Fourteen and nine-tenths percent (14.9%) for the average residential customer, and increase charges on the Public Works Fee Schedule by Fifteen percent (15%) (Requesting Staff Member: Director of Public Works Brad Underwood)

2. SUBJECT: REVIEW, DISCUSS AND SET THE DATE/TIME FOR MARCH 30, 2022 AT 6:00 P.M. FOR THE PUBLIC HEARING ON THE PROPOSED AMENDMENTS TO THE SEWER AND WATER SCHEDULE OF SERVICE CHARGES, FEE SCHEDULE; AND TO PUBLISH THE NOTICE IN ACCORDANCE WITH NEVADA REVISED STATUTES 318.199 - PAGES 55 - 61

Recommendation for Action: Review, discuss and set the date/time for March 30, 2022 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water Schedule of

NOTICE OF MEETING

Revision 1

Agenda for the Board Meeting of February 9, 2022 - Page 3

Services, Fee Schedule; and to publish the notice in the accordance with Nevada Revised Statutes 318.199 (Requesting Staff Member: Director of Public Works Brad Underwood)

3. **SUBJECT: REVIEW, DISCUSS AND POSSIBLY PROVIDE FEEDBACK REGARDING THE BURNT CEDAR POOL PROJECT UPDATE: A VERBAL UPDATE PROVIDED BY ENGINEERING MANAGER KATE NELSON - PAGES 62 - 121**

Recommendation for Action: No action required.

4. **SUBJECT: REVIEW, DISCUSS AND POSSIBLY ADD A PARCEL TO THE RECREATION ROLL – 1709 LAKESHORE – PAGE 122**

Recommendation for Action: Review, discuss and possibly add a parcel to the Recreation Roll (Requesting Staff Member: District General Manager Indra Winquest)

5. **SUBJECT: REVIEW, DISCUSS AND POSSIBLY APPROVE A MEMORANDUM OF UNDERSTANDING BETWEEN THE INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT AND THE CHERYL AND DAVID DUFFIELD FOUNDATION FOR THE CONCEPTUAL PHASE OF THE EXPANSION OF THE RECREATION CENTER - PAGES 123 - 132**

Recommendation for Action: Review, discuss and possibly approve a memorandum of understanding (Requesting Staff Member: District General Manager Indra Winquest)

J. MEETING MINUTES (for possible action)

1. Meeting Minutes of January 12, 2022 - **PAGES 133 - 183**

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 Friday, February 4, 2022 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of February 9, 2022) 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.yourtahoepace.com/Board of Trustees/Meetings and Agendas)
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Susan A. Herron, CMC

Susan A. Herron, CMC

District Clerk (e-mail: sah@ivgid.org/phone # 775-832-1207)

Board of Trustees: Tim Callicrate - Chairman, Matthew Dent, Sara Schmitz, Kendra Wong, and Michaela Tonking.

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.yourtahoepace.com; go to "Board Meetings and Agendas".**

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
District General Manager

SUBJECT: General Manager's Status Report
Prepared for the meeting of February 9, 2022

DATE: February 2, 2022

General Manager & Board of Trustees Priority Projects & Tasks

ACTION ITEM	TARGET DATE COMPLETION	RESPONSIBLE PARTY	STATUS
Effluent Pond Lining Project	90% Design Documents anticipated end-January 2022	GM Winqest/Director PW Underwood/ Trustee Dent	Environmental applications have been submitted for review. The on-site meeting with TRPA on 12/16/2021 was cancelled due to weather. The 60% plan set was distributed for review by the agencies. The Nevada Division of Dams has determined that if work is being done within Pond #2 as proposed, improvements to the dam will be required.
Effluent Pipeline Project	Phase I ongoing	GM Winqest/ Director PW Underwood/ Trustee Dent	HDR continues to work with Granite Inliner to determine where probable areas for lining exist along the alignment.
Burnt Cedar Pool Project	Completion Date scheduled for June 2022	Engineering Manager Nelson/GM Winqest	Contractor has secured the site for winter. The mechanical pit has been constructed and ADG is due back to the site mid-January to continue working on the piping and equipment installation within the mechanical room. See Board Memo for return to work schedule.

ACTION ITEM	TARGET DATE COMPLETION	RESPONSIBLE PARTY	STATUS
<p><u>Internal Controls Project(s)</u> Review of Internal Control Policies and Procedures</p>	<p>Ongoing</p>	<p>Director of Finance Navazio</p>	<p>With the conclusion of the fiscal year 20/21 financial audit, staff has resumed review and update of internal control policies and procedures, consistent with recommendations from the independent auditor as well as recommendations included in 3 separate Moss Adams consultant reports. Staff has engaged the services of Management Partners, LLC to assist in the review and update of the District's Purchasing policy and finance and accounting procedures manual. Next update to Audit Committee Jan/Feb 2022.</p>
<p>Consultant review of four (4) Accounting Practices – Moss Adams 2</p>	<p>Completed</p>	<p>GM Winquest/Director of Finance Navazio/Audit Committee</p>	<p>Final Report by Moss Adams presented at the 1/28/21 BOT meeting. Next steps include updating Board capitalization policy – updated draft presented for discussion at 9/30 BOT mtg. Recommended Capitalization Policy has been reviewed by Moss Adams and scheduled for BOT approval Jan. 2022.</p>
<p>Project & Contract Consultant Review - Moss Adams 1</p>	<p>Ongoing Implementation of Recommendations</p>	<p>GM Winquest/Director of Finance Navazio</p>	<p>Final Moss Adams report presented at BOT meeting held on 1/13/21. Implementation plan for management responses presented at 3/10 BOT mtg.</p>
<p>Review of Board Policies re Budget and Fiscal Management</p> <p>Capitalization (8.1 / 9.1) Fund Balance / Reserves (7.1) Capital Program (12.1 / 13.1)</p>	<p>Fall/Winter 2021</p> <p>Draft Moss Adams report due 11/21; final report to BOT 1/12/22.</p>	<p>Director of Finance Navazio</p>	<p>New Capitalization and Reserve policies completed – approved by BOT 1/12/22. Moss Adams presented final report re Capital Program Planning and Budgeting policies 1/12/22; staff is drafting updated policies,</p>

			practices as well as updating Capital Project reporting informed my recommendations in Moss Adams report. Return to BOT in Feb/March.
2020-21 Annual Audit	Completed	Audit Committee / Director of Finance/Controller	Audit completed 12/3/21; Audit Committee (AC) reviewed draft report 12/8/21; Board received audit report on 12/14/21.

ACTION ITEM	TARGET DATE COMPLETION	RESPONSIBLE PARTY	STATUS
Ordinance 7 GM Advisory Committee	Winter 2021/22	GM Winquest/Board Chairman Callicrate	Three Community Forums took place May 13 & 19, 2021. Parcel Owner Survey was active from July 1 – July 26 th , 2021. Over 2,300 completed surveys were received. Formal recommendations currently being reviewed by special counsel. Next scheduled meeting will be mid-February.
Special Counsel to Review Beach Deed, potential revisions to Ordinance 7, Employee use of District Beaches, Policy 16.1.1, Commercial Operations on District Beaches	Winter 2021/22	GM Winquest, Trustee Schmitz, Legal Counsel Nelson	Solicitation finalized. Interviews of potential qualified firms has taken place and special counsel has been selected and is currently reviewing draft recommendations.
Smith vs IVGID Litigation	Ongoing	Legal Counsel/Board of Trustees/GM Winquest	Update pending
Utilities Performance/Asset Management Review	Final Report Received	GM Winquest/Board	Staff working on implementation plan based on priority recommendations. Currently developing budgeting initiatives based on recommendations.
USFS Parcel Acquisition – Potential Dog Park	Ongoing	GM Winquest	USFS has transitioned the request to the formal review process. IVGID Staff is working to schedule community outreach to neighboring residents and larger community including development of a GM Advisory Committee.

USACE Grant Funding for Pond Lining/Pipeline Projects	TBD	GM Winqest/ Director PW Underwood	Laura Whitney (USACE) shared new model agreements. Agreements have been reviewed by legal. IVGID Staff is working closely with Laura Whitney to provide necessary input for the agreement and required documentation.
Utility Rate Study	Winter 2021-22	Director of Finance Navazio/Director of PW Underwood	HDR currently performing their work. Initial Board discussion on 11/10; final rate recommendations to Board on 2/9/22.

Diamond Peak Ski Resort Update

The ski venue completed it’s 47th day of operation at the end of January while recording zero snowfall for the month. Through January the total daily visit count was 44,162, 37% below the visit count through January last season although last season included 12 more operating days as the ski area opened in December 4th. The decline in the total visit count season to date is mostly due to the winter storm and travel implications during the Christmas - New Year holiday period although recording 28% less visits in January 2022 as compared to January 2021. The Community Outreach ski program for children began in January including groups from Incline Village Nursery School, Village Christian Pre School, Boy’s and Girls Club and Lake Tahoe School. For the adults, the Skeester’s Women’s ski clinics and 55+ ski Clinics have seen great attendance thus far and are enjoying the conditions. The lack of new snowfall in January has not hindered the skiing conditions on the mountain. The snow has been grooming out very good leaving a quality product for our community and we have been receiving many compliments in regards to the snow conditions. Please visit diamondpeak.com for details on events that are scheduled and as always you may email Mike Bandelin at mlb@ivgid.org for any questions or concerns.

Key Project Updates

For more information on current district capital projects.

Webpage Link:

<https://www.yourtahoeplace.com/ivgid/resources/construction-updates>

Risk and Resilience Assessments and Emergency Response Plan

The Risk and Resilience Assessments (RRA) and emergency response plans (ERPs) have been completed and certified with the EPA as being complete. Farr West Engineering will conduct training for the Public Works staff in January 2022, which is their final task of work. A contract to complete this work was authorized at the December 9, 2020 Board Meeting.

Burnt Cedar Swimming Pool Improvements – 3970BD2601

A 2021 Capital Improvement and Board of Trustees Priority Project, this project will reconstruct the two (2) existing pools (full size and toddler) at Burnt Cedar Beach. CORE Construction has secured the site for winter. ADG will be on-site in mid-January to complete piping and equipment work within the mechanical pit. Construction will begin again once site conditions allow. See Board Memo for additional information regarding the proposed return to work schedule.

CORE Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed to Date	Current Balance to Completion (including retainage)
\$3,845,865.00	\$68,077.36	\$3,913,941.36	\$2,755,061.55	\$1,158,879.81

Effluent Pipeline Project – 2524SS2010

The project consists of replacing all of the remaining Segment 3 pipeline (12,385 linear feet) and all Segment 2 pipeline (17,314 linear feet) to mitigate a potential future leaks. The design team has completed the hydraulic analysis and are continuing to work with Granite Inliner to determine probable areas for pipelining. HDR is working to finalize the Basis of Design Report that once complete will be distributed to the Team for review. The Team will provide an update to the Board on February 23, 2022.

Effluent Pond Lining Project – 2599SS2010

Information received from the Nevada Division of Dams indicated the need to bring the dam at Pond #2 up to current standards based upon their review of the 60% design plans. This would cause delay and increased cost to the project. The project Team is currently evaluating other potential options. The Team will provide an update to the Board on February 23, 2022.

Recreation Center Upstairs Lobby Restroom Remodel – 4484BD1902

A 2021 Capital Improvement project that will remodel the men's and women's upstairs lobby restrooms within the Recreation Center. The project includes ADA access, ADA restroom stalls, new tile, fixtures and partitions. The contractor began construction on October 15, 2021 and was slightly delayed with material availability. The restrooms have been open and have received positive comments from the public. PW Engineering Staff is working with the contractor to approve the final pay application with remaining change orders included liquidated damages for not meeting the contractual schedule.

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed to Date	Current Balance to Completion (including retainage)
\$159,832.40	(\$653.45)	\$159,178.95	\$44,295.27	\$114,883.68

Financial Transparency

The District's finance and accounting staff has completed the close for the period ending December 31, 2021, and is scheduled to present the Mid-Year Budget Update at the Board meeting of February 23rd. In addition to reporting on revenue and expenditure results through the 2nd quarter of the fiscal year, the Mid-Year Report will also include updated projections through the end of the fiscal year. These projections will also significantly inform ongoing development of the District's FY2022/23 budget.

Pursuant to NRS requirements, following completion of the FY2020/21 audit and publication of the District's Annual Comprehensive Financial Report (ACFR), the report is filed with the State of Nevada, Department of Taxation. Last month, the District received formal notification from the Department of Taxation that it had completed its review of the District's Annual Report and "no violations of statutes and/or regulations were noted."

Other significant projects currently underway include:

Review and update of selected Board Policies and Practices – new Capitalization, Reserve and Central Services Overhead Allocation policies were approved by the Board on 1/12/22; draft Pricing Practice is scheduled for adoption by Board on 2/9/22; Capital Planning and Budgeting Policies/Practices currently under review.

Ongoing update of Internal Control policies and procedures – staff has engaged the services of Management Partners, LLC to assist management in the review and update of the District's Purchasing Policy and Accounting/Finance Procedures Manual to ensure alignment with best practices as well as recommendations from the District's independent auditor.

Implementation of Tyler/Munis Financial System - the transition to the District's new enterprise-wide financial system (Tyler/Munis) remains on track for a July 1, 2022 "go-live" date. Among the goal of the new financial system project is to streamline budgeting and accounting processes, improve financial reporting capabilities and strengthen internal controls. January and February work effort is focused on review of module capabilities, documentation of current work flows and set-up of test-environment. Extensive effort is also being placed on retention and integrity of 5 years of detailed general ledger history.

Policy 3.1.0, Subparagraph 0.4 – Report to the Board on Contracts Signed by the District General Manager

From January 6, 2022 to January 31, 2021

PO Number	Vendor	Description	PO Amount
22-0165	Elements Mountain Co.	Painting interior of Recreation Center	\$15,500.
22-0171	Jacobs	BCWDP Emergency Generator	\$5,329.

Public Records Requests

Following are the public records requests from January 4, 2022 to January 31, 2021

01/05/2022	Wright, Frank	1099's for 2019, 2020 and 2021 for all legal services	01/13/2022	Complete
01/05/2022	Katz, Aaron	Private party booking at the Chateau – condominium sales event	01/06/2022	Complete
01/07/2022	Katz, Aaron	Mathis Group Billings	01/07/2022	Complete
01/07/2022	Katz, Aaron	Mathis Group Billings – Account Charges	01/07/2022	Complete Account #s where expenses billed to available in weekly check run information on the website.
01/12/2022	Miller, Judith	Dog Park Materials	01/13/2022	Complete
01/13/2022	Wright, Frank	Employee Recreational Privileges, Gold and Silver Cards	01/13/2022	Complete
01/14/2022	Katz, Aaron	Attorney Invoices and Charge Numbers		District General Manager Winquest responded to Mr. Katz
01/16/2022	Dobler, Cliff	USACE Model Agreements		In process
01/16/2022	Dobler, Cliff	Partnership Documents with NLT Boys & Girls Club	01/19/2022	Complete
01/16/2022	Dobler, Cliff	Correspondence to NV Div of Dams re Effluent Pond #2		In process
01/16/2022	Dobler, Cliff	HDR Basis of Design Report	01/19/2022	Complete
01/19/2022	Gumz, Joy	Rules for calculating commissions		In process
01/27/2022	Flanders, Greg	Water and Sewer Bills for 2020 and 2021 for Championship Golf Course and Diamond Peak Ski Resort		Notified Mr. Flanders that he would get a response hopefully by 2/11/2022.
01/28/2022	Gumz, Joy	Credit Card Statements – 2021		Notified Ms. Gumz that a response is coming by 2/11



STATE OF NEVADA
DEPARTMENT OF TAXATION

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January 13, 2022

Incline Village General Improvement District
Paul Navazio, Finance Director
893 Southwood Boulevard
Incline Village, NV 89451

Re: Annual Audit Report – Fiscal Year 2021

Dear Mr. Navazio:

Pursuant to NRS 354.6245, the Department of Taxation is charged with the review of all annual audits to determine their compliance with statutes and/or regulations. The Department must also identify all violations of statute and/or regulations reported therein.

The Department has completed its review of your audit report and NO violations of statute and/or regulations were noted. The auditor met the statutory provisions required by NRS 354.624 and NRS 354.6241.

If you should have any questions, please do not hesitate to contact me at 775-684-2065 or my e-mail at kgrahmann@tax.state.nv.us.

Sincerely,

Kellie Grahmann
Budget Analyst
Local Government Finance

DATE	DAY OF THE WEEK	TIME	LOCATION	TYPE OF MEETING - 2022	COMPLETED MEMORANDUMS WITH ALL BACK UP MATERIALS FOR AGENDA ITEMS FROM BOARD MEMBERS/STAFF DUE DATES	ITEMS SLATED FOR CONSIDERATION
				2022		
TBD	TBD	TBD		Special Board Meeting		GM's Ordinance 7 Committee recommendations
02/23	Wednesday				02/14/2022, 8 a.m.	Budget Workshop #3 – Capital Mid-Year Update (Budget) Effluent Pond Lining Project Update Effluent Pipeline Project Update Key Rates (Golf and Facilities) Snowboard Equipment Purchase (Bandelin) Either 02/23 or 03/09 Approval of pricing policy Non Profit Rates (Nelson) Either 02/23 or 03/09
03/09	Wednesday				02/28/2022, 8 a.m.	Effluent Pipeline Project – Contract Amendment with HDR (Requesting Staff Member: Director of Public Works Brad Underwood)
03/30	Wednesday				03/21/2022, 8 a.m.	Review of draft Board of Trustees handbook (Schmitz) Award of Contract Slott Peak Water Main Replacement
04/13	Wednesday				04/04/2022, 8 a.m.	Approval of Tentative budget and setting of public hearings
04/27	Wednesday				04/18/2022, 8 a.m.	
05/11	Wednesday				05/02/2022, 8 a.m.	
05/25	Wednesday				05/16/2022, 8 a.m.	Public Hearings: Budget and Facility Fees Budget Adoption Approval of Facility Fees Resolution
06/08	Wednesday				05/30/2022, 8 a.m.	Have a discussion about the date of the General Manager's Performance Evaluation (Schmitz) (10/04/2021)
06/29	Wednesday				06/20/2022, 8 a.m.	
07/13	Wednesday				07/04/2022, 8 a.m.	
07/27	Wednesday				07/18/2022, 8 a.m.	
08/10	Wednesday				08/01/2022, 8 a.m.	
08/31	Wednesday				08/22/2022, 8 a.m.	
09/14	Wednesday				09/05/2022, 8 a.m.	
09/28	Wednesday				09/19/2022, 8 a.m.	
10/12	Wednesday				10/03/2022, 8 a.m.	
10/26	Wednesday				10/17/2022, 8 a.m.	
11/09	Wednesday				10/31/2022, 8 a.m.	
12/14	Wednesday				12/05/2022, 8 a.m.	

<i>Items sitting in the parking lot (to be discussed but (a) not yet scheduled for a specific Regular Board Meeting) or (b) a future Board not on this calendar</i>
Revisions to Ordinance 7 (allow 45 days ahead of action)
Possible discussion on IVGID needs as it relates to potential land use agreement with DPSEF (Request by Trustee Schmitz – 01/18/2021)
Develop a policy and criteria for Professional Services (see Moss Adams 1 Report) (Request by Trustee Schmitz – 03/10/2021; asked again on 4/29/2021)
Tax implications for benefits for employees (Request by Trustee Schmitz – 03/10/2021 – District General Counsel Nelson is working on an opinion)
Review of service levels – Golf will be coming first – maybe on 01/26/2022 agenda)
Trustee Tonking asked for a Policy 3.1.0 review (5/26/2021)
Next step on Diamond Peak parking lot/Ski Way
Incline Beach House – revisit where we have been, revisit financing options and how does the Board want to move forward (tentative)
Code of Conduct
List of contracts, etc. that need annual Board Review – District General Manager and District Clerk
Request that the Board discuss a strategy for dealing with e-mails and correspondence that the Board receives. Need to have a strategy and approach on who responded – come up with a consensus by the Board on who responds. (Request by Trustee Schmitz – 11/03/2021) Related to Policy 20.
Retaining special legal counsel for construction contracts, Staff member suggested, review and discuss as a Board and decide how to move (Request by Trustee Schmitz – 11/03/2021)
Meeting Minutes: Do we want our meeting minutes to have more alignment with what is said at the meeting or are these summaries acceptable? (Request by Trustee Schmitz – 11/03/2021)
Board of Trustees Handbook
Board packet material requirements

*Budget approval is required after the third Monday however whatever date is selected, a 10-day notice must be given. Must accomplish no later than June 1, 2022.

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winquest
District General Manager

FROM: Brad Underwood, P.E.
Director of Public Works

James Youngblood
Utilities Superintendent

SUBJECT: Review, Discuss, and Possibly Award a Construction Contract for the replacement of the main electrical breaker as part of the Water Resource Recovery Facility Improvements Project – 2021-2022 Capital Improvement Project: Fund: Utilities; Division: Sewer; Project # 2599SS1102; Vendor: Merit Electric Company, in the amount of \$50,117.00 plus \$5,000.00 for Contingencies.

STRATEGIC PLAN: Long Range Principle 5 – Assets and Infrastructure

DATE: January 26, 2022

I. RECOMMENDATION

That the Board of Trustees makes a motion to:

1. Award a construction contract to Merit Electric in the amount of \$50,117.00 for the replacement of the main electrical breaker at the District’s Water Resource Recovery Facility (WRRF).
2. Authorize \$5,000.00 in contingency to account for unforeseen conditions and for Staff to expend up to this amount as needed.
3. Authorize Staff to execute the contract based on a review by General Counsel.

II. DISTRICT STRATEGIC PLAN

Long Range Principle #5 – Assets and Infrastructure – The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long term utility services and recreation activities.

- The District will maintain, renew, expand, and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.
- The District will maintain, procure, and construct District assets to ensure safe and accessible operations for the public and the District's workforce.

III. **BACKGROUND**

The District's WRRF treats all of the raw sewage from the communities of Incline Village and Crystal Bay. The original treatment plant was built in 1962 and went through many upgrades as the community grew in size and flows increased. The current plant configuration is largely the same from the major renovation in 1992 that replaced most equipment and processes. The plant is rated to treat 2.14 MGD by the State of Nevada. The plant has preliminary treatment, aeration, sedimentation, disinfection, and solids dewatering processes to treat the raw sewage. Each of these processes consist of electrical, mechanical, instrumentation, and communication equipment. The plant also has odor control, chemical storage, fuel storage, overflow ponds, effluent storage reservoir, emergency generator, and other miscellaneous structures. Fiscal year 2022 includes the installation of an air gap on the domestic water service. Future years include the development, design, and construction of odor control upgrades.

This project will replace the original (1992) main electrical breaker that serves the plant. This breaker is over 30 years old, and the re-set handle has become irreparably damaged. As a result of this damage, there is no way to reset the existing breaker should it fail and/or trip, leaving the plant to run on backup diesel generator power.

This item is placed on the Consent Calendar in accordance with Policy 3.1.0 (Consent Calendar).

IV. **BID RESULTS**

Staff held a mandatory job site visit on January 4, 2022 with three qualified electrical contractors in attendance. These three contractors submitted bids on January 25, 2022. The bid results are as follows.

Contractor	Bid Amount
San Joaquin Electric	\$72,000
Nelson Electric	\$65,000
Merit Electric	\$50,117

The lowest responsive bidder is Merit Electric Company. District Staff reviewed the bid, checked licensing and references for the contractor and recommends award of this project to Merit Electric Company. If awarded, the project is anticipated to start February 15, 2022 and be substantially complete by May 18, 2022, considering current supply chain lead-times in acquiring the equipment

V. FINANCIAL IMPACT AND BUDGET

The 2021/2022 Capital Improvement Program Budget under the Water Resource Recovery Facility Improvements Project – 2021-2022 Capital Improvement Project (Project 2599SS1102 – see attached data sheet) includes an original budget of \$140,000, of which there is \$63,880 uncommitted, to complete the proposed work. These repairs are necessary to keep the plant’s power functioning to operate this existing critical infrastructure.

VI. ALTERNATIVES

Not award the contract and hope the electrical breaker continues to operate without requiring replacement. This may greatly impact Staff’s ability to operate and maintain the sewer treatment process.

VII. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

Attachments

- CIP Data Sheet
- Draft Contract for Merit Electric Company



Project Summary

Project Number:	2599SS1102
Title:	Water Resource Recovery Facility Improvements
Project Type:	E - Capital Maintenance
Division:	99 - General Administration - Sewer
Budget Year:	2022
Finance Option:	
Asset Type:	SS - Sewer System
Active:	Yes

Project Description
The District's water resource recovery facility (WRRF) treats all of the raw sewage from the communities of Incline Village and Crystal Bay. The original treatment plant was built in 1962 and went through many upgrades as the community grew in size. The current plant configuration is largely the same from the major renovation in 1992 that replaced most equipment and processes. The plant is rated to treat 2.14 MGD by the State of Nevada. The plant has preliminary treatment, aeration, sedimentation, disinfection, and solids dewatering processes to treat the raw sewage. Each of these processes consist of electrical, mechanical, instrumentation, and communication equipment. The plant also has odor control, chemical storage, fuel storage, overflow ponds, effluent storage reservoir, emergency generator, and other miscellaneous structures. Fiscal year 2022 includes the installation of an air gap on the water service. Future years include the development, design, and construction of odor control upgrades.
Project Internal Staff
Staff selects, purchases, and installs small equipment projects. Larger replacement projects are bid to outside contractors.
Project Justification
The majority of equipment and processes at the WRRF are 25+ years old. The WRRF has sufficient capacity and redundancy that has kept the operating hours low for a number of pieces of equipment. Some equipment is run 24/7 necessitating frequent replacement. The forecast is the staff's projection of the needed equipment replacement. It is planned to upgrade network servers, firewalls, and communications equipment for improved cybersecurity, pump, and motor installs, and meters and sensors. The dewatering sludge pump needs replacement and a new city water air gap system needs to be installed.

Forecast				
Budget Year	Total Expense	Total Revenue	Difference	
2022				
Concrete Tank Resurfacing and Coatings	50,000	0	50,000	
Equipment improvements	90,000	0	90,000	
Year Total	140,000	0	140,000	
2023				
Concrete Tank Resurfacing and Coatings	50,000	0	50,000	
Equipment improvements	25,000	0	25,000	
Odor Control Predesign	25,000	0	25,000	
Year Total	100,000	0	100,000	
2024				
Concrete Tank Resurfacing and Coatings	50,000	0	50,000	
Equipment improvements	25,000	0	25,000	
Odor Control Design	100,000	0	100,000	
Year Total	175,000	0	175,000	
2025				
Concrete Tank Resurfacing and Coatings	50,000	0	50,000	
Equipment improvements	25,000	0	25,000	
Odor Control Construction	400,000	0	400,000	
Year Total	475,000	0	475,000	
2026				
Emergency generator replacement	300,000	0	300,000	
Equipment improvements	100,000	0	100,000	
Year Total	400,000	0	400,000	
2027				
Centrifuge Rebuild	75,000	0	75,000	
Equipment improvements	100,000	0	100,000	
Year Total	175,000	0	175,000	
2028				
Centrifuge Rebuild	75,000	0	75,000	
Equipment improvements	100,000	0	100,000	
Year Total	175,000	0	175,000	
	1,640,000	0	1,640,000	
Year Identified	Start Date	Est. Completion Date	Manager	Project Partner
2012	Jul 1, 2020	Jun 30, 2021	Utility Superintendent	

SHORT FORM AGREEMENT

Between

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

and

MERIT ELECTRIC COMPANY

for

CONSTRUCTION SERVICES

This Agreement is made as of date between **INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT (IVGID)**, hereinafter referred to as "Owner," and **MERIT ELECTRIC COMPANY**, hereinafter referred to as "Contractor." Owner intends to complete the Project(s) as described in the Contract Documents and as amended from time to time, hereinafter referred to as the "Project."

ARTICLE 1 – PRELIMINARY MATTERS

1.1 Contractor shall perform the following tasks:

Services as described in the Contract Documents included with this Agreement, basically consisting of replacement of the main electrical breaker at the District's Water Resource Recovery Facility (WRRF).

1.2 All documentation, drawings, reports, and invoices submitted for this project should include IVGID's project number 2599SS1102.

1.3 The Project will begin on or about February 15, 2022 and be completed by May 18, 2022.

ARTICLE 2 – CONTRACT DOCUMENTS: INTENT, AMENDING, REFUSE

2.1 This Agreement consists of the following Contract Documents:

- A. This Short Form Agreement, pages 1 through 9, inclusive
- B. Contractor's Bid submitted on January 25, 2022
- C. Original Request for Proposals
- D. By reference herein, Contractor to follow requirements of the Incline Village Ordinances and the *Standard Specification for Public Works Construction* (aka the Orange Book)

2.2 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- A. Contractor has examined and carefully studied the project details and technical specifications, and any other related data identified in the Contract Documents.

- B. Contractor has visited the site and become familiar with and is satisfied as to the general, local, and site conditions that may affect cost, progress, and performance of the Project.
- C. Contractor is familiar with and is satisfied as to all federal, state, and local laws and regulations that may affect cost, progress, and performance of the Project.
- D. Contractor has obtained and carefully studied (or assumes responsibility for having done so) all examinations, investigations, explorations, tests, studies, and data concerning conditions (surface, subsurface, and underground facilities) at or contiguous to the site which may affect cost, progress, or performance of the Project or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including applying the specific means, methods, techniques, sequences, and procedures of construction, if any, expressly required by the Contract Documents to be employed by Contractor, and safety precautions and programs incident thereto.
- E. Contractor does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Project at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.
- F. Contractor is aware of the general nature of work to be performed by Owner and others at the site that relates to the work, as indicated in the Contract Documents.
- G. Contractor has correlated the information known to Contractor, information and observations obtained from visits to the site, reports and drawings identified in the Contract Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Contract Documents.
- H. Contractor has given Owner's representative written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Owner's representative is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the work.

ARTICLE 3 – INSURANCE REQUIREMENTS

- 3.1 **Commercial Insurance:** Contractor shall procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the performance of the work hereunder by the Contractor, his/her agents, representatives, employees, or subcontractors. Contractor shall purchase General Liability, Auto Liability, Workers' Compensation, and Professional Liability Insurance (if applicable) coverage as required.
- 3.2 **General Liability:** Contractor shall purchase General Liability including appropriate Auto Liability with a \$1,000,000 combined single limit per occurrence, for bodily injury, personal injury and property damage. Contractor shall have a Certificate of Insurance issued to the

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT naming it as additional insured, and indicating coverage types, amounts and duration of the policy.

- 3.3 **Workman's Compensation:** It is understood and agreed that there shall be no Industrial Insurance coverage provided for the Contractor or any Subcontractor by the District; and in view of NRS 616.280 and 617.210 requiring that Contractor comply with the provisions of Chapters 616 and 617 of NRS, Contractor shall, before commencing work under the provisions of this Agreement, furnish to the District a Certificate of Insurance from an admitted insurance company in the State of Nevada.
- 3.4 All certificates shall provide for a minimum written notice of thirty (30) days to be provided to District in the event of material change, termination or non-renewal by either Contractor or carrier.

ARTICLE 4 – CONTRACTOR’S RESPONSIBILITIES

4.1 Equal Employment and Non-Discrimination

In connection with the Services under this Agreement, Contractor agrees to comply with the applicable provisions of State and Federal Equal Opportunity statutes and regulations.

4.2 Licenses

Contractor shall have a Washoe County business license, and all appropriate Contractor's licenses and certifications for the services to be performed.

4.3 Construction Dumpsters

Contractor is to be aware of District's Ordinance 1, the Solid Waste Ordinance, and pay specific attention to Section 4.5, Dumpster Use, Location and Enclosure. Any construction dumpster on the job site that is not properly enclosed shall be a fully locking roll-top, and is to remain locked and secured at all times.

4.4 Working Hours

Working hours, including equipment “warm up,” shall occur between 8 a.m. and 7 p.m. Monday through Friday. Only emergency work may occur on Saturdays, with prior approval of Owner.

4.5 Changes and Modifications

The parties agree that no change or modification to this Agreement, or any attachments hereto, shall have any force or effect unless the change is reduced to writing, dated, and made a part of this Agreement. The execution of the change shall be authorized and signed in the same manner as this Agreement.

4.6 Contractor's General Warranty and Guarantee

- A. Contractor warrants and guarantees to Owner that all work will be in accordance with the Contract Documents and will not be defective. Owner's representative and its Related Entities shall be entitled to rely on representation of Contractor's warranty and guarantee.
- B. Contractor's warranty and guarantee hereunder excludes defects or damage caused by:
 - 1. Abuse, modification, or improper maintenance or operation by persons other than Contractor, Subcontractors, Suppliers, or any other individual or entity for whom Contractor is responsible; or
 - 2. Normal wear and tear under normal usage.
- C. Contractor's obligation to perform and complete the Project in accordance with the Contract Documents shall be absolute. None of the following will constitute an acceptance of work that is not in accordance with the Contract Documents or a release of Contractor's obligation to perform the work in accordance with the Contract Documents:
 - 1. Observations by Owner's representative;
 - 2. Recommendation by Owner's representative or payment by Owner of any progress or final payment;
 - 3. The issuance of a certificate of substantial completion by Owner's representative or any payment related thereto by Owner;
 - 4. Use or occupancy of the Project or any part thereof by Owner;
 - 5. Any review and approval of a shop drawing or sample submittal or the issuance of a notice of acceptability by Owner's representative;
 - 6. Any inspection, test, or approval by others; or
 - 7. Any correction of defective work by Owner.

4.7 Correction Period

- A. If within one year after the date of substantial completion (or such longer period of time as may be prescribed by the terms of any applicable special guarantee required by the Contract Documents) or by any specific provision of the Contract Documents, any work is found to be defective, or if the repair of any damages to the land or areas made available for Contractor's use by Owner or permitted by laws and regulations as contemplated in Article 8.5 is found to be defective, Contractor shall promptly, without cost to Owner and in accordance with Owner's written instructions:
 - 1. Repair such defective land or areas; or
 - 2. Correct such defective work; or
 - 3. If the defective work has been rejected by Owner, remove it from the Project and replace it with work that is not defective, and
 - 4. Satisfactorily correct or repair or remove and replace any damage to other work, to the work of others or other land or areas resulting therefrom.

- B. If Contractor does not promptly comply with the terms of Owner's written instructions, or in an emergency where delay would cause serious risk of loss or damage, Owner may have the defective work corrected or repaired or may have the rejected work removed and replaced. All claims, costs, losses, and damages (including but not limited to all fees and charges of engineers, architects, attorneys, and other professionals and all court or arbitration or other dispute resolution costs) arising out of or relating to such correction or repair or such removal and replacement (including but not limited to all costs of repair or replacement of work of others) will be paid by Contractor.
- C. In special circumstances where a particular item of equipment is placed in continuous service before Substantial Completion of all the Project, the correction period for that item may start to run from an earlier date if so provided in the Specifications.
- D. Where defective work (and damage to other work resulting therefrom) has been corrected or removed and replaced under this Article 4.7, the correction period hereunder with respect to such work will be extended for an additional period of one year after such correction or removal and replacement has been satisfactorily completed.
- E. Contractor's obligations under this Article 4.7 are in addition to any other obligation or warranty. The provisions of this Article 4.7 shall not be construed as a substitute for or a waiver of the provisions of any applicable statute of limitation or repose.

4.8 Indemnification

- A. Indemnification of Owner by Contractor: To the extent permitted by law, Contractor agrees to indemnify and hold Owner and each of its officers, employees, agents, and representatives harmless from any claims, damage, liability, or costs (including reasonable attorneys' fees and costs of defense) stemming from this project to the extent such claims, damage, liability, or costs are caused by Contractor's negligent acts, errors or omissions or by the negligent acts, errors, or omissions of Contractors, subcontractors, agents, or anyone acting on behalf of or at the direction of Contractor.
- B. Contractor's obligation to hold harmless and indemnify Owner shall include reimbursement to Owner of the loss of personnel productivity, incurred as a result of that defense. Reimbursement for the time spent by Owner's personnel shall be charged to Contractor at the then-current rate charged for such services by the private sector.
- E. Nothing herein shall prevent Owner or Contractor from relying upon any Nevada statute or case law that protects Owner or Contractor with respect to liability or damages. This Provision shall survive the termination, cancellation, or expiration of the Agreement.

ARTICLE 5 – OWNER'S RESPONSIBILITIES

- 5.1** Owner shall do the following in a timely manner so as not to delay the services of Contractor:

- A. Designate in writing a person to act as Owner's representative with respect to services to be rendered under this Agreement. Such person shall have complete authority to transmit instructions, receive information, and interpret and define Owner's policies and decisions with respect to Contractor's services for the Project.
- B. Assist Contractor by placing at Contractor's disposal existing data, plans, reports, and other information known to, in possession of, or under control of Owner which are relevant to the execution of Contractor's duties on the PROJECT. Also, provide all criteria and full information as to Owner's requirements for the Project, including design criteria, objectives, and constraints, space, capacity and performance requirements, flexibility and expandability, and any budgetary limitations.

ARTICLE 6 – PAYMENT TO CONTRACTOR AND COMPLETION

6.1 Basis and Amount of Compensation for Basic Services

- A. Lump Sum. Owner shall pay Contractor for the Project as follows:
 - 1. A Lump Sum amount of **Fifty Thousand One Hundred Seventeen Dollars (\$50,117.00)** ("Contract Price").
 - 2. In addition to the Lump Sum amount, reimbursement of the following expenses: None.
 - 3. The portion of the compensation amount billed monthly for Contractor's services will be based upon Contractor's estimate of the percentage of the total services actually completed during the billing period.

6.2 Payment Procedures

- A. Submittal and Processing of Payments:
 - 1. Invoices shall be sent to invoices@ivgid.org with a copy to rlr@ivgid.org.
 - 2. Upon final completion and acceptance of the Project, Owner shall pay the Contract Price, as recommended by Owner's representative.

ARTICLE 7 – DISPUTE RESOLUTION

7.1 Arbitration

This Agreement to engage in alternate dispute resolution ("ADR") pursuant to NRS 338.150 and any other Agreement or consent to engage in ADR entered into in accordance herewith as provided in this Article 16 will be specifically enforceable under the prevailing Nevada law in the Second Judicial District Court of the State of Nevada in and for the County of Washoe. Any dispute arising under this contract will be sent to mediation. Any mediation shall occur in Incline Village, Washoe County, Nevada. The mediation shall be conducted through the American Arbitration Association (AAA) and be governed by the AAA's Mediation Procedures.

The mediator is authorized to conduct separate or ex parte meetings and other communications with the parties and/or their representatives, before, during and after any scheduled mediation conference. Such communications may be conducted via telephone, in writing, via email, online, in person or otherwise.

Owner and Contractor are encouraged to exchange all documents pertinent to the relief requested. The mediator may request the exchange of memorandum on all pertinent issues. The mediator does not have the authority to impose a settlement on the parties but such mediator will attempt to help Owner and Contractor reach a satisfactory resolution of their dispute. Subject to the discretion of the mediator, the mediator may make oral or written recommendations for settlement to a party privately, or if the parties agree, to all parties jointly.

Owner and Contractor shall participate in the mediation process in good faith. The mediation process shall be concluded within sixty (60) days of a mediator being assigned.

In the event of a complete settlement of all or some issues in dispute is not achieved within the scheduled mediation session(s), the mediator may continue to communicate with the parties, for a period of time, in an ongoing effort to facilitate a complete settlement. Any settlement agreed upon during mediation shall become binding if within thirty (30) days after the date that any settlement agreement is signed, either the Owner or Contractor fails to object or withdraw from the agreement. If mediation shall be unsuccessful, either Owner or Contractor may then initiate judicial proceedings by filing suit. Owner and Contractor will share the cost of mediation equally unless agreed otherwise.

ARTICLE 8 – MISCELLANEOUS

8.1 Successors and Assigns

- A. The parties hereby bind their respective partners, successors, executors, administrators, legal representatives, and, to the extent permitted by law, their assigns, to the terms, conditions, and covenants of this Agreement.
- B. Neither Owner nor Contractor shall assign, sublet, or transfer any rights under or interest in this Agreement (including, but without limitation, monies that may become due or monies that are due) without the written consent of the other, except to the extent that any assignment, subletting, or transfer is mandated by law or the effect of this limitation may be restricted by law.
- C. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement. Nothing contained in this paragraph shall prevent Contractor from employing such independent professional associates, subcontractors, and Contractors as Contractor may deem appropriate to assist in the performance of Services.
- D. Except as may be expressly stated otherwise in this Agreement, nothing under this Agreement shall be construed to give any rights or benefits in this Agreement to anyone other than Owner and Contractor, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Owner and Contractor and not for the benefit of any other party.

8.2 Severability

In the event any provision of this Agreement shall be held invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties.

8.3 Waiver

One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

8.4 Extent of Agreement

This Agreement, including all Exhibits, and any and all amendments, modifications, and supplements duly executed by the parties in accordance with this Agreement, govern and supersede any and all inconsistent or contradictory terms, prior oral or written representations or understandings, conditions, or provisions set forth in any purchase orders, requisition, request for proposal, authorization of services, notice to proceed, or other form or document issued by Owner with respect to the Project or Contractor's services.

8.5 Controlling Law

This Agreement is to be governed by and construed in accordance with the Laws of the State of Nevada.

IN WITNESS WHEREOF, the parties hereto have set their hands the day and date of the year first set forth above.

OWNER:
INCLINE VILLAGE G. I. D.
Agreed to:

CONTRACTOR:
MERIT ELECTRIC COMPANY
Agreed to:

By: _____
Brad B. Underwood, P. E.
Director of Public Works

By: _____
Signature of Authorized Agent

Print or Type Name and Title

Date

Date

Reviewed as to Form:

Joshua Nelson
District General Counsel

If Contractor is a corporation, attach evidence of authority to sign.

Date

Owner's address for giving notice:
INCLINE VILLAGE GID
893 Southwood Boulevard
Incline Village, Nevada 89451
775-832-1267- Engineering Division

Contractor's address for giving notice:
MERIT ELECTRIC COMPANY
7785 White Fir
Reno, Nevada 89523
775-853-3444

REQUEST FOR PROPOSALS

Water Resource Recovery Facility Main Electrical Breaker Replacement IVGID CIP # 2599SS1102

INTRODUCTION

The Incline Village General Improvement District (IVGID or District or OWNER) is soliciting Lump Sum Price Proposals for the replacement of the main electrical breaker at 1250 Sweetwater Road, Incline Village, Washoe County, Nevada.

SCHEDULE:

- **Mandatory** Site Walk to be held at 1:00 p.m. January 4, 2022.
- Proposals due by 3:00 p.m. January 25, 2022.
- Notice to Proceed will be provided by February 15, 2022.
- Work shall be substantially complete by April 6, 2022.

MANDATORY PRE-BID SITE WALK

CONTRACTOR is required to attend a **MANDATORY** site walk, per the Schedule, above, to acquaint themselves with the scope of work and site constraints. This site walk is scheduled for January 4, 2022, at 1:00 p.m. at 1250 Sweetwater Road in Incline Village, Nevada.

DESCRIPTION OF WORK

Work is generally described as:

Water Resource Recovery Facility (WRRF) main electrical breaker replacement:

- Supply and install (1) Westinghouse SPB 65, Systems Pow-R, 2,000 AMP, Compact Frame, 3 Pole, molded case breaker (or approved equal). Replacement to include trip and all functions to match the existing breaker. Replacement breaker to fit into the existing cabinet.
- Contractor to coordinate with NV Energy for the power to the facility to be turned off and back on, to facilitate the breaker replacement.
- Breaker replacement work shall be completed within a 6-hour period.
- Contractor to coordinate installation of the breaker with the Owner 48 hours in advance of planned breaker replacement.
- Owner will have standby generator on-line during the breaker replacement.
- No work allowed on Saturdays, Sundays or government holidays.

SUBMITTAL

Proposals are to be received by the District no later than the date and time shown in the Schedule, above. Proposals may be e-mailed to rlr@ivgid.org, mailed or hand-delivered to:

Incline Village General Improvement District
Public Works Department
Attn: Ronnie Rector
1220 Sweetwater Rd.
Incline Village, Nevada 89451

IVGID reserves the right to reject any and all proposals, and/or to waive any irregularities or formalities in evaluating and awarding the work in accordance with Nevada Revised Statutes. Discrepancies in the multiplication of units of Work and unit prices will be resolved in favor of the unit prices. Discrepancies between the indicated sum of any column of figures and the correct sum thereof will be resolved in favor of the correct sum. In the case of a difference between written words and figures, the amount stated in written words shall govern for a Lump Sum Bid.

All inquiries for additional information and clarification of this RFP should be directed to the IVGID Engineering Division, (775) 832-1267.

INSURANCE AND LICENSING REQUIREMENTS

Licenses Successful Bidder shall have a Washoe County business license, and all appropriate Contractor's licenses and certifications for the services to be performed.

Commercial Insurance Successful Bidder shall procure and maintain for the duration of the contract General Liability, Auto Liability, Workers' Compensation, and Professional Liability Insurance (if applicable) coverages as required. IVGID shall receive Certificates of Coverage listing the District as an Additional Insured. Property Liability Insurance coverage is not required; the District maintains Course of Construction Liability as part of its overall insurance coverage program. The cost of any required insurance shall be included in the bid.


BID FORM

Project is a Lump Sum Price, to include removal, disposal, all labor, materials and incidentals.

IVGID reserves the right to award all, some or none of the proposed Schedules.

Project Location: 1250 Sweetwater Road, Incline Village, Nevada.

Schedule: <u>Water Resource Recovery Facility Main Electrical Breaker</u>	
Total Bid, In Numbers:	\$ <u>50,117.⁰⁰</u>
Total Bid, In Words:	<u>FIFTY-THOUSAND AND ONE HUNDRED AND</u>
<u>SEVENTEEN AND ⁰⁰/₁₀₀ DOLLARS</u>	

Signature of Bidder:  Date: 01-19-2022

PRINT OR TYPE:

Name: TODD ULMA
 Title: SERVICE MANAGER
 Firm Name: MERIT ELECTRIC
 Address: 7785 WHITE FIR
 City, St, Zip: RENO NV 89523
 Phone #: 775-853-3444 Email TULMA@MERITELECTRICRENO.COM
 Business License #: _____

DISCLOSURE OF PRINCIPALS – OFFICERS, OWNERS, PARTNERS:

Name: Jeffrey Rotsma Official Title: President
 Address: 7785 White Fir Street Reno, NV 89523
 Name: Leonard Almaraz Official Title: Secretary
 Address: 7785 White Fir Street Reno, NV 89523
 Name: Deborah Holbrook Official Title: Treasurer
 Address: 7785 White Fir Street Reno, NV 89523

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
District General Manager

SUBJECT: Audit Committee Annual Report, pursuant to Board Policy 15.1.0

DATE: February 9, 2022

I. BACKGROUND

This agenda item serves to transmit to the Board of Trustees the Audit Committee's Annual Report, as required by Board Policy 15.1 (Section 2.3.7), in conjunction with the presentation of the District's Annual Report.

The Board of Trustees received the District's Annual Comprehensive Financial Report (ACFR) and auditor's report(s) for the fiscal year ending June 30, 2021 at the Board Meeting of December 8, 2021.

Included, via attachment, is a Staff memo related to the Audit Committee's Annual Report.

MEMORANDUM

TO: Board of Trustees

FROM: Ray Tulloch
Audit Committee Chair

SUBJECT: Review, discuss, and possibly take action on the written annual Audit Committee Report to the District's Board of Trustees (Exhibit One) in conjunction with the presentation of the annual audit in accordance with Policy 15.1.0 (subparagraph 2.4.6).

DATE: February 9, 2022

I. Background

Under Board Policy 15.1.0, section 2.4, the Audit Committee is required to:

- 2.4 Facilitate the external audit process.
 - 2.4.1 Review and approve formal reports or letters to be submitted to the external auditor.
 - 2.4.2 Provide an independent forum for (external and/or internal resources) auditors to report findings or difficulties encountered during the audit.
 - 2.4.3 Review the auditors' report of findings and recommendations with management and the auditor.
 - 2.4.4 Review the CAFR in its entirety, including unaudited sections and letters.
 - 2.4.5 Follow -up on any corrective action identified.
 - 2.4.6 Submit a written annual Audit Committee Report to the District's Board of Trustees in conjunction with the presentation of the annual audit.
 - 2.4.7 Assess the performance of the independent auditors.

At the Audit Committee meetings of November 17 and December 8 respectively the Audit Committee completed actions 2.4.3 and 2.4.4

At the Audit Committee meeting of December 16 the Committee reviewed and agreed changes to the draft report prepared by Audit Committee chair Tulloch. This is presented here in final form.

II Action

This report is presented by the Audit Committee for the Board to review, discuss, and possibly take action on the written annual Audit Committee Report to the District's Board of Trustees

(Exhibit One) in conjunction with the presentation of the annual audit in accordance with Policy 15.1.0 (subparagraph 2.4.6).

The Audit Committee has previously provided the General Manager and Finance Director with a draft copy of this report to provide them with an opportunity to respond to the issues identified and described herein by the Audit Committee. No response or clarification has been received by the Committee.

The Committee also notes that, since the preparation of this Report, the Board has implemented changes in the Capitalization policy. The Committee expresses deep concern that, as a result of these changes, there are likely to be material issues and lack of consistency in future reporting of Capital assets which will make it difficult to have confidence in, or ability to compare, Capital Assets in subsequent ACFRs.

Exhibit One

January 26, 2022, Annual Audit Committee Report to the IVGID Board of Trustees

1 Background

The IVGID Audit Committee ("AC") is required under Board Policy 15.1.0, subparagraph 2.4.6 to "Submit a written annual Audit Committee Report to the District's Board of Trustees in conjunction with the presentation of the annual audit. This report is provided to comply with the Policy and provide the Board with our questions, concerns, comments and recommendations.

At the public meeting held on December 8th 2021, the Audit Committee received and reviewed the final IVGID Annual Comprehensive Financial Report (ACFR) for the fiscal year ending June 30, 2020 and other related materials. The Management Representation Letter was not included in the package presented to the Audit Committee but was subsequently emailed to AC members when it was requested. As a result the AC was not able to review the management representation letter during the public meeting. The Audit Committee had previously reviewed an initial draft of the ACFR at the November 17 Audit Committee meeting.

The ACFR and accompanying documents were presented by Director of Finance Paul Navazio and Controller Martin Williams. Davis Farr Audit Engagement Partner Jennifer Farr was in attendance to answer questions and provide an overview with specific comments on the contents of the documents and the opinion issued by Davis Farr as required under their audit engagement letter with IVGID.

In light of the AC receiving the final 2020 ACFR and related documents for the first time on December 8, 2021, it was not possible for the Audit Committee to both remain compliant with Open Meeting Laws and to prepare, review and finalize the required report to the Board of Trustees (BoT) prior to the scheduled meeting of the BoT on December 14, 2021 where the ACFR was scheduled to be reviewed and possibly accepted by the BoT. The Audit Committee subsequently held a meeting on December 16 to review and agree changes to the draft report prepared by Audit Committee chair Tulloch. This is presented here in final form.

2 Comments by and Concerns identified by the Audit Committee

- 1) The AC notes that IVGID management issued and signed the Management Representation letter to Davis Farr prior to review by the AC, contrary to Board Policy 15.1, 2.4.1. The Management Representation Letter was also not included in the documents provided to the Audit Committee for the December 8 meeting. As such the Audit Committee has still to perform a final review of the Management Representation Letter.

- 2) The Audit Committee notes that the previously ongoing disagreements and concerns over the \$3.179m for assessments, studies and preliminary designs for the Effluent Pipeline that the AC considered to be incorrectly capitalized in FY 19-20 have now been addressed through a Prior Year Adjustment and the \$3.179m, less accumulated depreciation, has now been expensed in the utility fund. (Further discussed below). It should be noted that expenditures of \$181,822 have been charged to the Effluent Pipeline capital project accounts for fiscal year 2020 and 2021 which are substantially the same type of costs charged off in 2021 and which the Audit Committee considers should also have been expensed.
- 3) The AC notes that the final version of the Transmittal letter to the Nevada Department of Taxation now includes disclosure of, and reference to the two Material Weaknesses and one significant Deficiency identified by the Audit. This is in concurrence with our request made at the November 17 meeting.
- 4) The Committee received clarification and confirmation from Davis Farr that the audit engagement was not structured as a comprehensive forensic audit. The Audit opinion provided ¹

“In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Incline Village General Improvement District, as of June 30, 2021, and the respective changes in financial position and, where applicable, cash flows and the statement of revenues for the year then ended in accordance with accounting principles generally accepted in the United States of America.”

was based upon the information and statements provided by management and audit tests and review. This complies with statutory requirements.
- 5) The Audit identified two material weaknesses (MW) and one Significant Deficiency along with other deficiencies which required to be addressed. The Audit Committee notes that this is the second consecutive year where Material Weaknesses have been identified and has concerns at this trend. Management have proposed actions to address these Material Weaknesses which the Audit Committee will review and monitor progress for correction.
- 6) Several of the concerns and deficiencies identified by the Auditor appear to be a direct result of lack of, and failure to comply with, internal controls. The Committee is deeply concerned about the lack of an opinion from the Auditor regarding internal controls. The Audit Committee also notes that it has previously been urging staff to complete the updates of Internal Controls.
- 7) The Audit Committee notes that there have now been Prior Year Adjustments in 4 out of the 5 previous years which could indicate an ongoing issue with timely and

¹ Independent Auditors Report @P2

accurate financial reporting. This makes it difficult to be able to have confidence in reported financial performance in the funds and business activities. With that in mind the Statistical Section of the ACFR which is not audited and has not been discussed or reviewed by the Audit Committee may have distortions as a result of these prior period adjustments .

- 8) The Audit Committee has serious concerns that several of the revisions to the proposed Capital Asset write-offs reviewed and identified by the Auditor were subsequently rejected and reversed by management in apparent violation of Board Policy 9.1.0 and Board Practice 2.9.0 (Discussed further below in 3.2 and details also in Appendix D) Management provided no documented explanation for how the policy was unclear and open to interpretation. The AC views the actions taken related to depreciation as a violation of Board Policy and Practice.
- 9) The Auditor highlighted concerns (concerns previously expressed by the Audit Committee) that expense items included in Capital Projects were only subject to review and possible transfer to be expensed when a project was closed rather than being expensed at the time of expenditure. There appears to be no clear procedure for ensuring that this review actually takes place and as a result there may be overstatement of capital assets and understatement of expenses. Members of the Committee have also raised concerns that the inclusion of expense items in capital projects funds is not in compliance with NRS, (NRS 354.4995) and GAAP/GASB (GASB #54 paragraph #33. The Audit Committee has requested capital items for expense not be included in the Capital Improvement Budget, but instead in operational expenses.
- 10) The recording and allocation of investment income to the separate funds does not appear to accurately reflect the relative balances within the funds and appears to be excessively skewed towards the General Fund which has the lowest fund balance. This was previously brought up and discussed with the Finance Director but no action appears to have been taken or supporting justification provided to validate the current allocation. Therefore, the AC views the financial report to incorrectly reflect interest income and therefore fund balance within each of the major funds.
- 11) It appears that in FY 20-21 several design studies and assessments have again been incorrectly capitalized rather than expensed as previously advised by Moss Adams. This is inconsistent with the actions taken in FY 19-20 where capitalized assessment studies were reversed to expense. (see further detail in Appendix D) Therefore, the AC views the financial reports to be inaccurate related to operational expenses and depreciation.
- 12) Facility fees (RFF/BFF) are again reported as general revenue rather than program revenues in the Statement of Activities . It is the view of the Audit Committee that this is NOT in compliance with GAAP and should be corrected. The final Moss

Adams report provides clarification on why the Facility Fees should be reported as program revenues.

3 Additional Discussion on Principal Concerns of the Audit Committee.

3.1 Expensing Previously Capitalized costs of the Effluent Pipeline (Comment 2)

Concerns about expensing Effluent Pipeline Phase II costs which were previously reported as Capital Assets and /or Construction in Progress in the 18-19 and 19-20 ACFRs have continued to be a subject of discussion by the Audit Committee during FY 20-21. The recent Moss Adams reports provided applicable capital expenditure and best practice guidance based on Governmental Accounting Standards Board (GASB) Concepts Statement No 4. The accepted practice includes recognition of the different stages of a project which include preliminary studies, construction and post-construction. The preliminary stage activities that include conceptual formulation and evaluation of alternatives, determination of future needs, feasibility studies and development of financing alternatives should be expensed as they are not directly connected with creating service capacity.

This highlighted that approximately \$3,179,000 in expenses of \$5,146,100 in costs incurred through June 30, 2019 for the Effluent Pipeline Phase II Project had been recorded in the Utility Fund as a capital asset and/or construction in progress. AC Member Clifford F. Dobler has previously provided a comprehensive and extensive overview of the entire costs incurred through fiscal year 2019 on the Effluent Pipeline Phase II Project. It is apparent that a major portion of these costs were necessary to satisfy conditions of an Administrative Order on Consent with the Nevada Department of Environmental Protection issued in April, 2014 and not resolved until May, 2019. This was discussed at length during the FY 19-20 ACFR review. The then Auditor and Management disagreed with the Committee view and left the at issue amount of \$3,179,000 as a Capital asset in the FY 19-20 financial statements.

For the FY20-21 ACFR, the initial proposal from Davis Farr and Management was that they still considered this to be a correct capitalization. Following extensive discussion of the initial draft ACFR during the November 17 2021 Audit Committee meeting, plus recognition that initial planning for replacement of (and financing options for) the effluent pipeline are now underway, it was agreed by Management that it would now be appropriate to close this outstanding issue by charging off the identified \$3.179m in Capital Assets to expense. Due to the magnitude of this write-off it was necessary to account for this as a Prior Period Adjustment and revise the financial statements to reflect this.

The Audit Committee recognizes the extensive effort expended by Mr. Dobler over previous years in accurately identifying the amounts to be expensed. The Audit Committee also recognizes the final agreement and initiative by General Manager Winqest and Finance Director Navazio to implement this change. Accordingly the Audit Committee thanks AC

member Dobler, GM Winquest and DoF Navazio for their efforts to bring this long running issue to closure.

3.2 Review of Capitalized Assets

During initial discussions on audit procedures between Davis Farr and the Audit Committee, the Audit Committee had highlighted their concerns around prior capitalization of items that appeared, under relevant GAAP, GASB and GFOA standards, as well as Board Capital Asset Policy 9.1.0 and Board Capitalization Practice 2.9.0, to be expense items rather than Capital Assets.

Accordingly, as part of their audit, Davis Farr performed a high level review of capital assets over the prior 15 year period to identify any apparent incorrect capitalization. Based on this the initial draft report provided to the Audit Committee by management on November 17, 2021, identified \$3,592,863.85 (original cost) of items that appeared to have been incorrectly capitalized. Net of accumulated depreciation of \$2,726,360.15 this was reflected as a write down of Capital Assets of \$866,503.70 in the draft report. A summary of these proposed Fixed Asset Audit Adjustments is attached as Appendix A. The Audit Committee, at that time, agreed in principle with this as a reasonable starting point in correcting previous suspect categorization of assets and accepted the proposed adjustments.

However, as part of the agreement to revise the financial statements to include the Prior Period Adjustment discussed under item 3.1 above, IVGID Management also performed an additional review of the Fixed Asset Adjustments identified by Davis Farr. The intent of this review was to more accurately assess on an individual item basis whether the adjustment was supported by the underlying data. This was done by reviewing additional detail about the asset rather than just looking at the header level detail as had been done by Davis Farr in their assessment. In principle the Audit Committee concurs with the validity of this approach.

When the final version of the ACFR was provided to the Audit Committee on December 8, 2021, it reflected a revised net write-off of capital assets (excluding the Effluent Export Pipeline) of only \$167,751, resulting from a total of \$1.2 million at original cost, net of \$1.03 million in accumulated depreciation. This was a significant delta from the November 17 proposals which were for a \$866,503.70 net write-off. On review of the detail of the changes made in this adjustment the Audit Committee identified a number of apparent variances from Policy. This included for example items such as:

- (a) paving repairs and maintenance, which appeared on the surface to be expense items
and
- (b) A number of discrete assets with an original cost below the \$5,000 individual item minimum threshold specified in Board Policy 9.1.0, paras 2.0 and 3.0 (attached as Appendix B), and Board Practice 2.9.0, paras 1.1 and 1.2, (attached as Appendix

C). In aggregate these items amounted to an original cost of \$329,558 and a current book value of \$177,414.

With regard to items in (a) above, the Audit Committee does not have the level of detail necessary to validate or refute Management’s categorization and accepts, subject to reservations, Management’s categorization of these assets. A further review by an Audit Committee Member provides more detail on the expensed components which were reversed by Management (Appendix F).

However with regard to items in category (b) above, the considered and unanimous view of the Audit committee is that this categorization appears to be a clear deviation from, and violation of, Board Policy 9.1.0 and Board Practice 2.9.0. Specifically as follows:

Board Policy 9.1.0

- 2.0 Capitalization thresholds are best applied to individual items rather than to groups of similar items (e.g., desks and tables), unless the effect of doing so would be to eliminate a significant portion of total capital assets.
- 3.0 ***In no case*** will the District establish a capitalization threshold of less than \$5,000 for any individual item. (emphasis added)

and

Board Practice 2.9.0

1.1 The capitalization threshold ***per item shall be:***

ASSET CLASS	MINIMUM COST
Equipment	\$ 5,000.00
Structures and Land Improvements	\$10,000.00

1.2 In addition to cost, all of the following criteria ***shall*** also be used:

- 1.2.1 The normal useful life of the item is three or more years.
- 1.2.2 The item has an acquisition cost (including freight and installation) of at least the amounts listed above in each asset class.

In discussions, Management advised the Audit Committee that, in terms of complying with the relevant Board Policies and Practices, it is their view that they have the ability to apply their judgement and to be flexible in how they these Policies are to be applied, and also that they are free to aggregate similar individual assets to meet the minimum threshold. They also considered that in terms of materiality this concern is irrelevant as the net delta in write-offs if these items were to be expensed is limited to \$152,144. However no supporting documentation, justification or references have been provided to the Committee to support this claim.

Upon perusal of the relevant board Policies and Practices, as well as consultation with legal counsel and Davis Farr, the Audit Committee has been unable to identify any provisions in the Policy that provide for flexibility, judgement or materiality to justify this approach. To the contrary the Policy and Practice appears to be unequivocal, for example:

*The capitalization threshold per item shall be:
In no case will the District establish a capitalization threshold of less than \$5,000 for any individual item.*

It is the considered and unanimous view of the Committee that compliance with these relevant Board Policies and Practices must be viewed as a binary choice i.e. either compliant or non-compliant. We can find no applicable middle ground or materiality threshold apparent in the text. Therefore the Audit Committee must advise the Board of Trustees that there appears to be a clear violation of Board Policies and Practices in this instance. While in terms of overall materiality of the financial statements the Committee agrees that the total impact is limited, the inference in this instance is that Management regard compliance with Board Policy and Practice as optional.

The Committee cannot in good faith concur with or support this approach.

For example, the language in the contract for the General Manager, (the only employee directly engaged by the Board) the language is very specific on this²:

1.1 IVGID hereby employs General Manager full-time to uphold and abide the laws of the State of Nevada, District Ordinances, written Policies, Practices, and Resolutions enacted by IVGID Board of Trustees ("Board of Trustees"),.....

So it can reasonably be expected that this requirement to comply with Board Policies, Practices and Resolutions also extends to all other employees of the District.

The Committee raises this apparent violation of Board Policy and Practice for consideration of action and reinforcement by the Board of Trustees as it is the Committee's view that there is a clear and overriding fiduciary requirement for Management to lead by example in compliance with agreed Board Policy. Absent such compliance it brings into question whether Board Policies in general should simply be considered as optional rather than mandatory.

3.3 Inconsistency

Management does not appear to have been consistent in the application of charging off capital expenditures which were expenses according to best practices. In fiscal year ending June 30, 2020, a total of \$803,514 of prior year capital expenditures for paving, painting, pre development expenses and abandoned projects were charged off as prior period adjustments. On May 31, 2021, Mr. Dobler provided a memorandum to the Audit

² Extract from of IVGID General Manager Employment Agreement

Committee which outlined additional capital costs which should have been expensed applying the same standards of charge offs made on June 30, 2020. Excluding the Effluent Pipeline, a total of \$1,171,606 does not appear to have been addressed and either remains in the capital assets or construction in progress accounts of the District. (Appendix E).

Further supporting detail is provided in Appendix D

4 Additional Recommendations

1. The Committee recognizes that in their first year audit Davis Farr has identified several issues that would support more in depth review in future audits to ensure IVGID financial statements provide an accurate representation of the District's finances and assets. It is the Committee's strong and unanimous recommendation that in the 21-22 audit, the Board should expand the scope of the audit, in particular to include more detailed examination of fixed assets and review of compliance with internal controls.
2. The audit has identified a number of apparent issues of failure of internal controls and processes. At the October 26 Audit Committee meeting, the Committee discussed with management their concerns with the apparent lack of progress on developing internal controls and strongly encouraged management to consider bringing on additional resources to ensure that this work was prioritized to ensure effective internal controls could be implemented expeditiously. The Audit Committee strongly recommends that the Board should direct this to be a critical priority for Management action and to be completed by 30 April 2022 at the latest.
3. In the current ongoing review of Board Policies and Practices the Committee recommend that the Board should provide explicit guidance to Management and staff of the absolute requirement to comply with Board Policies and Practices. If compliance is to be regarded as optional it must be questioned whether there is any value in the District applying resources and expenditures to revise these Policies. If staff identify legitimate issues with complying with Policies it is the responsibility of staff to bring these issues to the Board for resolution.
4. With regard to the actions proposed by Management in response to Material Weaknesses and Deficiencies identified by the Audit, it is the intention of the Audit Committee to add review of progress on these actions as a standing item on the AC agenda. The Committee recommends the Board should also highlight this as a priority action for Management with the objective of achieving a FY 21/22 audit that identifies no Material Weaknesses or Significant Deficiencies.
5. It is recommended that the current practice of placing maintenance expenses in Capital Improvement projects be discontinued forthwith and for all such expenditures to be properly budgeted within operating expenses. The process for review of such expenditures for allocation in accordance with Board Policies and Practices should be reviewed, updated as necessary and documented in order to provide an effective audit trail.

Conclusions

The AC believes this report satisfies our required responsibilities under Audit Committee

Board Policy 15.1.0 and trust that the Board of Trustees will consider our questions, concerns, comments and recommendations.

The AC wishes to thank Davis Farr and IVGID Management for the effort applied to the Audit and preparation of the ACFR. The outcomes clearly demonstrate the value of regular rotation of Auditors to bring fresh perspective on IVGID financial reporting.

Respectfully,

IVGID Audit Committee

Ray Tulloch, At large Audit Committee Member and Audit Committee Chair

Mathew Dent, IVGID Board Trustee and Vice Chair

Sara Schmitz, IVGID Board Trustee and Secretary

Clifford F. Dobler, At large Audit Committee Member

Appendix A

SUMMARY OF FIXED ASSET AUDIT ADJUSTMENTS

Fund	Description	Value of Assets Reviewed		Audit Adjustments			% of Value at Cost	% of Value at Book Value
		Total Value (at Cost)	Total Book Value	Original Cost	Accumulated Depreciation	Book Value (6/30/21)		
100	General Fund	5,251,618.00	3,046,089.00	39,556.33	\$ 28,690.52	\$ 10,865.81	0.75%	0.36%
200	Utility Fund	141,958,054.00	65,339,896.00	1,417,460.79	1,028,380.94	389,079.85	1.00%	0.60%
320	Golf Fund	20,204,054.00	9,870,681.00	1,343,643.67	1,111,875.58	231,768.09	6.65%	2.35%
330	Facilities	4,512,052.00	2,501,277.00	52,225.77	41,330.63	10,895.14	1.16%	0.44%
340	Ski	36,912,505.00	19,459,640.00	382,929.90	272,776.68	110,153.22	1.04%	0.57%
350	Rec Center	8,736,381.00	2,361,328.00	165,604.42	111,424.94	54,179.48	1.90%	2.29%
360	Rec Admin	1,618,495.00	1,106,932.00	23,618.42	20,338.17	3,280.25	1.46%	0.30%
370	Parks	17,152,467.00	12,815,403.00	33,410.27	27,609.99	5,800.28	0.19%	0.05%
380	Tennis	2,681,501.00	1,249,895.00	8,033.00	4,394.25	3,638.75	0.30%	0.29%
390	Beach	7,440,534.00	3,985,297.00	113,108.49	66,265.66	46,842.83	1.52%	1.18%
410	Fleet	169,903.00	45,163.00	9,477.92	9,477.92	0.00	5.58%	0.00%
430	Buildings	70,694.00	6,623.00	3,794.87	3,794.87	0.00	5.37%	0.00%
Totals		\$ 246,708,258.00	\$ 121,786,224.00	\$ 3,592,863.85	\$ 2,726,360.15	\$ 866,503.70	1.46%	0.71%

Appendix B



Accounting, Auditing and Financial Reporting Capitalization of Fixed Assets Practice 2.9.0

RELEVANT POLICIES: 8.1.0 Establishing the Estimated Useful Lives of Capital Assets and 9.1.0 Establishing Appropriate Capitalization Threshold for Capital Assets

1.0 ACCOUNTING CONTROL

The capitalization threshold for all asset classes shall be identified during the budget process each fiscal year by the Finance and Accounting staff and approved by the Board of Trustees as part of the adoption of the annual Debt Management Policy, including the Five Year Capital Improvement Plan and its statement on Minimum level of expenditure.

- 1.1 The capitalization threshold per item shall be:

<u>ASSET CLASS</u>	<u>MINIMUM COST</u>
Equipment	\$ 5,000.00
Structures and Land Improvements ...	\$10,000.00

- 1.2 In addition to cost, all of the following criteria shall also be used:

1.2.1 The normal useful life of the item is three or more years.

1.2.2 The item has an acquisition cost (including freight and installation) of at least the amounts listed above in each asset class.

1.2.3 The item will not be substantially reduced in value by immediate use.

1.2.4 In case of repair or refurbishment that will be capitalized, the outlay will substantially prolong the life on an existing fixed asset or increase its productivity significantly, rather than merely returning the asset to a functioning unit or making repairs of a routine nature.



**Accounting, Auditing and Financial Reporting
Capitalization of Fixed Assets
Practice 2.9.0**

- 1.2.5 The capitalization threshold is applied to individual items rather than to groups of similar items (e.g. desks and tables).
- 1.2.6 The utilization of componentization of assets under the project, to provide a more appropriate management of an assets care, condition and associate maintenance or replacement, takes precedent over the stated thresholds under section 1.1.

2.0 PHYSICAL CONTROL

All fixed assets acquired either as operating or capital expenditures will be identified as IVGID property and recorded. Such items represent a value to the operations that have an ongoing usefulness to justify safeguarding them from loss or abuse. The items should be expected to be in service at least two years and can be readily assigned to a function or activity as responsible for its care and condition.

Appendix C



Accounting, Auditing and Financial Reporting Establishing Appropriate Capitalization Threshold for Capital Assets Policy 9.1.0

POLICY. The District will consider the following guidelines in establishing capitalization thresholds:

- 1.0 Potentially capitalizable items should only be capitalized if they have an estimated useful life of greater than two years following the date of acquisition or placed into service.
- 2.0 Capitalization thresholds are best applied to individual items rather than to groups of similar items (e.g., desks and tables), unless the effect of doing so would be to eliminate a significant portion of total capital assets.
- 3.0 In no case will the District establish a capitalization threshold of less than \$5,000 for any individual item.
- 4.0 In establishing capitalization thresholds, when the District is a recipient of federal awards, then federal requirements that prevent the use of capitalization thresholds in excess of certain specified maximum amounts for purposes of federal reimbursement will prevail.
- 5.0 Capitalization of buildings and infrastructure should consider the use of componentization as a way to reflect the varying life cycle considerations of mechanical, structural elements, and wear items that may require different cycles of maintenance and replacement from the main asset being capitalized. The significance of such componentization takes precedent over the \$5,000 threshold, and thus smaller amounts may be listed to facilitate proper asset management.

Effective July 1, 2016

1

Appendix D

Background

2020 CAFR - Prior Period Adjustments for Capital Assets and Construction in Progress ONLY

- Community Services and Beaches - \$803,514 consisting of:
 - Carpeting and Painting - 8 "projects" - \$78,582
 - Paving - 38 "projects" - \$435,672
 - Pre development - High School Ball field - \$77,216
 - Pre development - Community Services Master Plan - \$212,044

2021 Concepts and Assessments (Pre development) and abandonments which were **NOT** considered for charge off to expense. Amounts should have been expensed based on Moss Adams report 1/14/2021 and accepted by Board of Trustees on 2/10/2021 - Cliff Dobler memo dated 5-31-2021. More detail on Appendix E

- Burnt Cedar Pool - \$219,802 (includes \$119,498 of repairs completed in 2019 and abandoned in June 2021)
- Incline Beach Bldg - \$216,131
- Mountain Golf Course Club House - \$328,954 (includes \$150,751 for repair costs to open prior to major rehab)
- Tennis Center - \$68,621
- Incline Baseball Field - \$120,268
- Diamond Peak Master Plan - \$217,830
- **Total - \$1,171,606**

2021 CAFR - Initial Charge off (per Davis Farr) of \$866,504 in second draft and amounts removed in third draft (throw back)

	<u>Initial</u>	<u>Throw Back</u>	
• General Fund -	\$28,691	\$ 8,800	
• Utility Fund -	389,080	316,885	Wetland repairs \$1743K
• Community Services -	369,194	314,106	Parking and Cart Path repairs \$211K
• Beaches -	66,266	37,640	100% Parking and Boat Ramp repairs
• Internal Services -	13,273	ZERO	
total	\$866,504	\$677,431	
		DIFFERENCE \$189,073	
		MEMO \$167,751 WHY?	

2021 CAFR - Additional Charge Off for Pipeline - \$3,179,000 DID NOT INCLUDE 2020 AND 2021 EXPENSES OF \$182,023. Costs included the Granite assessment report, the Jacobs report on the Pond, and an unknown amount of Staff time.

Other Charge offs not considered - ACQUIRED UNDER NEW BOARD POLICY AND PRACTICE

- Staff Uniforms at DP 2016-2017 \$115,739
- Rental Skis at DP 2016-2017 \$466,104
- Undepreciated amount - To be determined

Appendix E

Incline Village General Improvement District Capitalized concept and assessments for potential charge offs

Burnt Cedar Pool

Repairs to circulation system -in 2019	119,498
Conceptual Design - TSK 2020	32,200
Schematic Design - TSK 2020	68,104
	219,802

Incline Beach Building

concept design and cost estimates - Bull Stockwell - 2016	216,131
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Total Beaches	\$ 435,933
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Mountain Golf Course

Global Golf and BRG Architecture - New Clubhouse 2012/2014	132,203
Temporary Repair Costs for 2019 season before new rehab	150,751
Schematic Design Cart Paths - Lumos and Staff Time - 2020	46,000

Tennis Center

Lloyd Design - evaluation 2015/2016	42,120
Concept Design - BJG Architecture 2018	26,501

Incline Ball Fields

LPA - Concept Design - 2017	41,000
Schematic Design - Lloyd Consulting Group - 2017	73,930
Other unknow costs for concepts put in unbudgeted project	5,338

Diamond Peak

Concept Master Plan SEC Group 2014	156,030
Permit Submittals to Forest Service SEC Group 2015	29,000
Biological surveys - Hauge Brueck Associates 2019	32,800

Total Community Services	\$ 735,673
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GRAND TOTAL	\$ 1,171,606
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Appendix F

Audit Committee Report to the Board of Trustees.

Analysis of capital items originally considered a charge off and reversed by IVGID management

Supplement to item 3.2

At the request of IVID management, Davis Farr provided a high level review of cost items classified as capital assets which should have been expensed based on Board Policies and Practices, the Moss Adams recommendations and GFOA sections on capitalization. The report was provided to the Audit Committee on November 17, 2021. The review indicated that \$866,503.70, consisting of \$3,592,863.85 in costs and \$2,726,350.15 in accumulated depreciation, would be charged off and reported as a prior period adjustment. Subsequently, undocumented discussions ensued between Davis Farr and IVGID management wherein it was determined that 169 items with a book value of \$677,540.52 consisting of \$2,396,674 in costs and accumulated depreciation of \$1,179,244 would not be expensed and remain as capital assets. As a result only \$189,072 (\$866,504 less \$677,540) was charged off as expenses and reported as a prior period adjustment. The Audit Committee is unsure why the December 8th memo from Paul Navazio listed \$167,751 as the charged off costs. (page 5 of AC Packet)

Based on a Committee Member extended review of the CAPITAL ASSETS reversed the following are conclusions based on historical facts and recommendations.

There were 169 items listed

- 33 items had no book value and were not necessary to be included
- 26 items were not depreciated and had total costs of \$50,015. It is unknown what these costs were, however they averaged only \$1,924. We have reservations about the whether these costs should remain as capital assets even though Board Policies and Practices did not establish capitalization thresholds for costs which would not be depreciated.
- 64 items with a combined book value of \$127,553 should not have been reversed since the original purchase costs for each item did not meet the cost threshold for capitalization as defined in Board Policies and Practices.
- There were two items in the Utility Fund labeled "Maintenance Facility Garage" each costing \$42,350 and purchased on the same date of 12/31/2017. The remaining book value of these two items was \$34,130. This may be a duplicate.
- There were 10 items in the Utility Fund for repairs of roadways and levees at the 600 acre Wetland site which captures all waste water from the Waste Water Treatment Plant in Incline Village. Total book value was \$174,333. Applying the criteria of the Moss Adams Report and the GFOA section - "Governmental Accounting, Auditing and Financial Reporting" (GAAFR 23-10) these items should not have been capitalized as continuous repairs are being conducted annually at the Wetlands site. As stated in the Moss Adams Report:

"Governments often expend resources on existing capital assets. Most often, these expenditures simply preserve the asset's utility are expensed as routine repairs and maintenance. Any outlay that does no more than return a capital asset to its original condition, regardless of the amount expended, should be classified as maintenance and repairs. Since maintenance and repairs provide no additional value, their costs should be recognized as expense when incurred."

- There were seven items listed as parking lot and golf course cart path paving repairs. The net book value was \$248,000. Applying Moss Adams and GFOA recommendations (above) these costs should have been expensed. Ironically, in fiscal year 2019/2020, IVGID staff reported a prior period adjustment to expense 38 paving projects with a net book value of \$435,672 which had previously been capitalized. Also during 2020/2021, 13 parking lot and golf cart paths paving repairs costing \$253,736 were expensed. As such, IVGID management is not being consistent in capitalization of expenses regarding paving maintenance and repairs.

Accounting principles - The consistency principle states that, once you adopt an accounting principle or method, continue to follow it consistently in future accounting periods. Only change in accounting principle or method if the new version in some way improves reporting financial results - May 15, 2017

- There were 4 remaining items with a combined net book value of \$42,348 which consisted of a sewer line repair (\$18,582), a roof repair at the Diamond Peak Snowflake lodge (\$14,266), a snowmaking master plan (\$8,845) and a small amount of software (\$655) all of which appear to be expenses.

Conclusion

The audit committee generally concurred with the original analysis by Davis Farr wherein most of the \$866,504 of net book value of assets should have been expensed and recorded as a prior period adjustment.

- We find that IVGID management did not follow board Policies and Practices, nor the recommendations of Moss Adams, nor the guidance by the GOFA but rather used their own "judgment" as to costs which should be capitalized as opposed to expensed.
- It is unclear to the AC the extent of the Davis Farr review. Davis Farr provided no opinion on their review.

Recommendation:

- A deeper review of the Capital Assets should be conducted after an agreement is reached by the Board of Trustees on a definitive description of what costs should be capitalized or expensed.

MEMORANDUM

TO: Board of Trustees
Audit Committee

THROUGH: Indra Winqest
District General Manager

FROM: Paul Navazio
Director of Finance

Martin Williams
Controller

SUBJECT: Comments Related to Annual Audit Committee Report (dated January 26, 2022)

DATE: February 9, 2021

The purpose of this memorandum is to provide the Board of Trustees and Audit Committee with staff comments regarding selected issues of concerns and recommendations included in the Annual Report of the Audit Committee, appearing on the Board agenda for the meeting of February 9th.

Comments by and Concerns Identified by the Audit Committee:

- 1) *Management Representation Letter.* Management acknowledges that the Management Representation Letter was signed without prior review by the Audit Committee.

As was noted to the Audit Committee the Management Representation Letter is prepared by the independent auditor and audit standards require that the Management Representation Letter be signed prior to issuance of the final audit report by the auditor. Despite the language in Board Policy 15.1, 2.4.1, stating that facilitation of the external audit include "Review and approve formal reports or letters to be submitted to the external auditor", it is unclear as to whether this section applies to the Management Representation Letter in that it is impractical, and more importantly, inappropriate for the Audit Committee to approve the Management Representation Letter.

While Staff concurs with the sentiment that the Audit Committee be kept informed throughout the audit, and be provided a copy of the Management Representation Letter for review, the language in the current Board Policy

has been revised (as of 2/3/22) to clarify the role of the Audit Committee with respect to the Management Representation Letter.

- 4) *Scope of independent audit (of financial statements)*. Management concurs that the scope of the independent audit engagement did not constitute a “comprehensive forensic audit,” nor is this typically the scope of an annual audit of financial statements.

Should the Committee or Board choose to undertake an audit that goes beyond the standard audit procedures for review of financial statements for compliance with GAAP/GAASB and Generally-Accepted Audit Standards, this should be discussed with the external auditor prior to the engagement for the FY2021/22 audit. Additional audit scope would likely require a separate engagement (and cost) from the specific scope of the annual financial statement audit.

- 5) *Material Weaknesses*. Management concurs with the Audit Committee’s concerns related to Material Weakness findings in the auditor’s report and is making every effort to address the issues identified by the external auditor.
- 6) *Internal Controls*. Staff acknowledges the need to prioritize strengthening internal controls and has already made significant progress in this regard. Several of the specific audit findings that related to weaknesses in internal have already been addressed (in fact, some were addressed *prior* to the start of the audit).
- 7) *Prior Year Adjustments*. Management concurs with the concern over recurring Prior Year adjustments, and is working to ensure that these are not a regular occurrence. It should be noted however, that most of the prior year adjustments over the past two years result from requests from the Audit Committee to address concerns raised by the Committee, despite past audits not raising concerns over the course of the audit.
- 8) *Capital Asset Write-off*. The Audit Committee report states that revisions proposed by the Auditor were “rejected and reversed by management in apparent violation of Board Policy.”

This is factually incorrect. As discussed with the Audit Committee, and supported by the Auditor, at issue are items that the Auditor had identified as *potential write-offs*, based on their review of Board Policy and GAAP/GASB guidelines. The reversals of items initially written-off were all reviewed with the Auditor and were only reversed upon concurrence of the Auditor.

Moreover, management believes that the review of capital assets and subsequent write-offs to be consistent with Board Policy 9.1 and Board Practice 9.2. At the same time, given the identified need to clarify aspects of the capitalization policy, these have been largely addressed in the updated capitalization policy approved by the Board in January.

- 9) *Timing and accounting of expensing of CIP Budget items.* Management concurs with the audit comments related to the timing of expensing costs that do not meet capitalization criteria and internal processes have been updated to identify and expense these items when incurred rather than at the close-out of a project.

With respect to the Audit Committees concern that expense items were recorded in the capital project funds, management's position – supported by the independent auditor – is that the recording of these costs within the capital project funds *does not* violate GAAP/GASB, nor does it violate provisions of the NRS. (The Department of Taxation has since rendered its opinion that the 2020/21 Annual Comprehensive Finance Report contains no violation of applicable NRS statutes or regulations).

Note – on a going forward basis, this issue is rendered moot by the transition from Governmental Funds to Enterprise Funds for the District's Community Services and Beach funds.

- 10) *Investment income.* The accounting for investment income has been modified beginning with the 2021/22 (current) fiscal year.
- 11) *Review of items capitalized in the FY2020/21 financial statements.* All FY2020/21 capital and construction-in-process items were reviewed by management and the auditor and concluded that capitalization was appropriate.
- 12) *Recording of Facility Fees in the Statement of Activities.* The Audit Committee report states that, in the Committee's opinion, the reporting of Facility Fees as general revenues is not in compliance with GAAP, and should be corrected. Management, along with current and past auditors, have determined that the Facility Fees represent non-exchange transactions and, as such, are appropriately recorded as general revenues in the District's financial statements. The Audit Committee engaged a specific discussion on this topic with Jennifer Farr, DavisFarr Managing Partner for this audit engagement.

Section 4 – Additional Recommendations

- 1) Expanded Scope of FY2021/22 audit – See Comment #4, above.
- 2) Internal Controls – Management concurs with the need to prioritize review and strengthening of internal controls. This ongoing project is currently focused on a) review and update of relevant Board Policies and Practices, b) implementation or recommendations from the Moss Adams Construction Advisory report and Moss Adams Capital Planning, Budgeting and Reporting report, b) review and update of the District’s Purchasing Policy and c) review and update of internal Accounting and Finance Procedures Manual (Management Partners). Target completion date is May/June 2022 (prior to start of new fiscal year).

Note – Internal Control procedures are also being evaluated in conjunction with planned transition to the new Tyler/Munis Financial System. A significant number of Accounting and Finance procedures – including internal control considerations – will be updated (again) after July 1, 2022, as appropriate, to reflect workflows control parameters being implemented in the new financial system.

- 3) *Compliance with Board Policies.* Management believes that current management practices, including those related to accounting, financial reporting and preparation of the District’s financial statements are consistent with Board Policy. Areas where issues or concerns have arisen as a result of interpretation of Board Policy are being (and have been) addressed.
- 4) *Addressing Material Weaknesses referenced in Audit report.* Management is in full concurrence.
- 5) *Maintenance Expenses reflected in Capital Budget.* Management does not concur with this recommendation and this issue warrants Board discussion.

Management concurs, and has implemented, budgeting and accounting practice of reflecting all capital maintenance expenses as operating costs within the District’s budget and financial statements. However, the presentation of these items in the capital budget is not only consistent with current Board Policy 13.1/ Practice 13.2, but also assists in identifying individual projects, with varying levels of funding requirements, all related to the maintenance and replacement of the District’s facilities, infrastructure, and assets.

Management is developing improved presentation and reporting of the different elements contained in the Capital Improvement Plan for ease of understanding.

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winqest
District General Manager

FROM: Brad Underwood, P.E.
Director of Public Works

SUBJECT: Review, discuss and provide direction and comment to staff on the Fiscal Year 2022 IVGID Utility Rate Study. Direct staff to prepare documents and Utility Rate Schedules for a Water utility rate increase, a Sewer utility rate increase, and increase charges on the Public Works Fee Schedule.

Review, discuss and set the date/time for March 30, 2022 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water Schedule of Service Charges, Fee Schedule, and to publish the notice in accordance with the NRS 318.199.

**STRATEGIC
PLAN REFERENCE(S):** Long Range Principle #3 - Finance

DATE: February 9, 2022

I. RECOMMENDATION

1. Review, discuss and provide direction and comment to staff on the Fiscal Year 2022 IVGID Utility Rate Study. Direct staff to prepare documents and Utility Rate Schedules for a one-year average Water utility rate increase of Nineteen and three-tenths percent (19.3%), and a one-year average Sewer utility rate increase of Fourteen and nine-tenths percent (14.9%) for the average residential customer, and increase charges on the Public Works Fee Schedule by Fifteen percent (15%).
2. Review, discuss and set the date/time for March 30, 2022 at 6:00 p.m. for the public hearing on the proposed amendments to the Sewer and Water Schedule of Service Charges, Fee Schedule, and to publish the notice in accordance with the NRS 318.199.

II. BACKGROUND

The District provides water and sewer utility services through its Utility Fund (Fund 200). These utility operations are supported through target annual revenues (\$12.3 million for FY 2021/22) each year collected from utility customers based on Board-approved rate schedules for each utility. The current budget assumed an 8% rate increase to begin in the second quarter of the fiscal year and that revenues will be lagging the budgeted amount since the increase has not been implemented. Current revenues are tracking below the amount budgeted to date, approximately \$73,000 for water and \$117,000 for sewer. Expenditures are tracking below budget and are more than offsetting the budget variance in rate revenues.

The last approved rate increase was passed by the Board of Trustees on April 10, 2019. At their meeting of February 26, 2020, the Board of Trustees reviewed and discussed the District's 2020 Utility Rate Study and further approved a motion to set the required public hearing for April 14, 2020. At the conclusion of the public hearing, the Board considered public testimony, as well as the impacts of the emerging COVID-19 pandemic, and the Board collectively decided to defer the proposed 2020/21 utility rate increase to a future date.

At the January 13, 2021 Board of Trustees meeting, the Board considered options relative to implementing utility rate increases to support ongoing operations and capital program requirements. The options included resuming the process for implementing the originally proposed 2020/21 utility rates or deferring action, pending completion of a utility rate study. The Board did not select to resume the process of the originally proposed 2020/21 utility rate increase. The preference was to proceed with a third party rate analysis. In order to achieve the Board's preference, funds were added to the sewer and water operating budgets for FY 2021/22 to hire a consultant to perform a rate analysis for utility operations and capital program requirements.

On September 2, 2021 the Board of Trustees awarded a Professional Services Contract to HDR Engineering, Inc. to conduct the utility rate study for provision of water and sewer services. The study is intended to establish 5-year water and sewer utility rates for all customer types. On November 10, 2021, HDR presented their preliminary findings to the Board.

The rate study sets forth the appropriate rates for water and sewer service to meet revenue and expense requirements and to achieve the appropriate Fund Balance and Working Capital. The rate increases are necessary to fund the current, and future, operating and capital expenses. The recommended utility

rate increases for year one are: a one-year average Water utility rate increase of Nineteen and three-tenths percent (19.3%), and a one-year average Sewer utility rate increase of Fourteen and nine-tenths percent (14.9%), for the average residential customer. The percentage for the average utility rate increase is based upon an average customer using 10,000 gallons per month for water and 3,000 gallons per month for sewer. These increases have been compounded by continued annual inflationary increases in costs, necessary capital improvements, and deferral of rate increases over the previous two years. Since rates have not increased since 2019, the proposed 2022/23 rate increase equates to a three year average the annual rate increase of 6.43% for water and 4.97% for sewer.

As we have experienced, inflationary impacts have been significant on District Capital Improvement and maintenance projects in both labor and materials. Therefore, built into year 1 of the rate model are 6.5% increase in staff labor and 10% increases for Materials & Supplies, Equipment, Chemicals, and Utilities. To keep pace with these increases, Connection Fees, Retroactive Capital Improvement Fees, and the items on the Public Works Fee Schedule are recommended to be increased by Fifteen percent (15%).

The rate study informs the District that long-term borrowing is needed to provide the funding necessary for the updated 5-year capital plan. This includes \$7.1 million for water projects and \$36 million for sewer projects occurring during FY2023-26. As the Trustees are aware the majority of the projected sewer borrowing will be needed for the Effluent Pipeline Project.

The following tables show the current versus proposed 2022/23 rate comparisons for water and sewer for this average customer when maintaining the current rate structure and adjusting rates to meet the revenue requirements.

Residential Water Rate Comparison

Rate Component	Current Rate	Proposed Rate	Change
Base Rate	\$11.97	\$15.88	\$3.91
Capital Improvements	\$15.10	\$15.10	\$0.00
Customer Admin Fee	\$3.97	\$4.23	\$0.26
Defensible Space	\$1.05	\$1.05	\$0.00
Total Monthly Base Water Bill	\$32.09	\$36.26	\$4.17
Water Use	\$1.55	\$2.05	\$0.50
1 st Tier	\$0.93	\$1.23	\$0.30
2 nd Tier	\$1.34	\$1.77	\$0.43

Residential Sewer Rate Comparison

Rate Component	Current Rate	Proposed Rate	Change
Base Rate	\$19.54	\$25.90	\$6.36
Capital Improvements	\$31.45	\$31.45	\$0.00
Customer Admin Fee	\$3.97	\$4.23	\$0.26
Total Monthly Base Sewer Bill	\$54.96	\$61.58	\$6.62
Sewer Use	\$3.20	\$4.20	\$1.00

As part of the study the consultant analyzed the cost of service for each rate class to determine if rates were equitable between the various user types. The consultant discovered the following:

- For Water rates the irrigation revenue could be increased greater than the system average to reflect potential cost of service results. This is due to the significant peak demand that irrigation puts on the capacity needs of the water system and the resulting costs associated with providing this level of service if irrigation is viewed separately. There are currently 62 irrigation customers and 20 IVGID Public Service Recreation irrigation accounts. As the Board of Trustees is aware, there are Public Service Recreation irrigation accounts that do not pay excess water charges for the Tier 1 and Tier 2 water rates, per Ordinance No. 4, Water Ordinance, Section 2.40 Public Service Recreation. Revising the longstanding Board policy decision would significantly impact operating costs for these venues. Another option is to create separate rates for the irrigation customer accounts, which would result in a savings of approximately \$0.30 per month to the average residential customer. However, staff recommends the current rate structure be maintained, and evaluate this option further prior to next year's rate adjustment to include the residential properties who have high usage due to irrigation of landscaping.
- For Sewer rates the commercial class revenue could be increased to better reflect potential cost of service results. The concentration of wastewater for a commercial property versus a residential property causes this additional demand on the sewer system and the increase in the cost to provide service. The recommendation would be to phase an adjustment in over five years, which would shift revenue of approximately \$34,000 in year 1 and approximately \$55,000 by year 5 to the commercial class. In year one, this would result in a savings of approximately \$0.60 per month to the average residential customer. Considering there are approximately 233 commercial customers it could have a significant impact on them in a time when they have been severely impacted by the COVID-19 pandemic

and have had unusual operations that may affect the results. Therefore, staff recommends this adjustment not be implemented until a time where these businesses can return to more normal operations. This should be reviewed on an annual basis so that the Trustees can determine the appropriate time for implementation.

It is also important to understand that this is a cost of service study that reflects the current operating and customer characteristics. Over time, these change and the cost of service will show different results from year to year. Given this is the first comprehensive cost of service study completed for the District, further studies should confirm the results, prior to the Board making full cost of service adjustments.

Five-Year Utility Revenue Increase Plan

	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
Water Revenue Adjustment	20.0%	12.0%	9.5%	9.0%	3.5%
Sewer Revenue Adjustment	15.0%	12.5%	8.0%	8.0%	3.5%

These recommended revenue increases take into account a gradual approach over a five-year period to achieve operating and capital reserve fund targets per Board policy. Doing so gradually lessens the immediate impact to customers, as opposed to an even greater rate increase to meet these policies in the short-term. The following table shows the likely annual reserves each year for the Utility Fund based upon the proposed rate increases.

Utility Reserve Funds

Operating Fund	FY 2023	FY 2024	FY2025	FY 2026	FY 2027
Ending Balance	\$1,026,042	\$1,097,999	\$1,771,147	\$2,678,148	\$3,283,271
Target	\$2,661,855	\$2,681,860	\$2,807,222	\$2,939,222	\$3,077,774
Capital Fund	FY 2023	FY 2024	FY2025	FY 2026	FY 2027
Ending Balance	\$1,991,126	\$3,437,594	\$4,671,237	\$4,412,236	\$3,925,717
Target	\$3,782,338	\$3,884,461	\$3,989,342	\$4,097,054	\$4,207,675

The above table illustrates that the Fund Reserve target is met for both Operating Funds in FY2027 and Capital Funds in FY2025. The Capital Reserve does drop slightly below the target in FY 2027, which is indicative of Capital Fund reserve balances depending on what spending is planned in any particular year.

Schedule

The schedule for the proposed rate adoption is as follows:

Utility Rate Study Schedule	Date
Rate Study Presentation	February 9, 2022
Set Date of Public Hearing to Adopt New Utility Rates	February 9, 2022
Publish Notice of Public Hearing in Newspaper	February 18, 2022
Conduct Public Hearing and Adopt New Utility Rates	March 30, 2022
New Utility Rates Become Effective – Pending Approval	May 19, 2022

III. BID RESULTS

There are no bid results associated with this Memorandum.

IV. FINANCIAL IMPACT AND BUDGET

The water and sewer utility rates are recommended to increase to provide a combined revenue requirement of approximately \$14.29 million (FY2022/23) which is collected from the District's water and sewer customer via monthly utility bills. The proposed 2022/23 rate adjustments would result in additional revenues of approximately \$1.0 million for the water utility and approximately \$980,000 for the sewer utility.

The update to the District's utility rate model is intended to evaluate the revenue required to support current and future operating and capital expenses, and contemplates increases over the next five years, pending Board direction and final approval of water and sewer rates at a future meeting.

V. ALTERNATIVES

Not set a date for the public hearing and keep Ordinance No. 2 and Ordinance No. 4 the same and not increase water and sewer rates. This will have a long-term negative impact on the assets, including not meeting the District reserve balance policies and financial health of the District's Utility Fund. Water and sewer systems have regulatory oversight so the District must meet operation and infrastructure standards, which requires applicable funding levels.

VI. COMMENTS

There are no comments associate with this Memorandum.

VII. STRATEGIC PLAN REFERENCE(S)

The Utility Rate Study supports Long Range Principle #3 – Finance: The District will ensure fiscal responsibility and sustainability of service capacities through prudent fiscal management and maintaining effective financial policies for internal controls, operating budgets, fund balances, capital improvement and debt management.

VIII. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winqest
District General Manager

FROM: Brad Underwood, P.E.
Director of Public Works

Kate Nelson, P.E.
Engineering Manager

SUBJECT: Review and Discuss the project update for the Burnt Cedar Swimming Pool and Site Improvement Project – Fund: Beaches; Project # 3970BD2601.

STRATEGIC PLAN: Long Range Principle 5 – Assets and Infrastructure

DATE: January 31, 2022

I. RECOMMENDATION

That the Board of Trustees provides feedback regarding:

1. Requesting our design team and CMAR contractor provide additional cost proposals to remove existing landscaping and provide a hard surface pathway from the elevated terrace to the lower pool deck.
2. Consider hiring a chainsaw artist to carve designs into the two (2) tree stumps within the rock outcropping.

II. DISTRICT STRATEGIC PLAN

Long Range Principle #5 – Assets and Infrastructure – The District will practice perpetual asset renewal, replacement, and improvement to provide safe and superior long term utility services and recreation venues, facilities, and services.

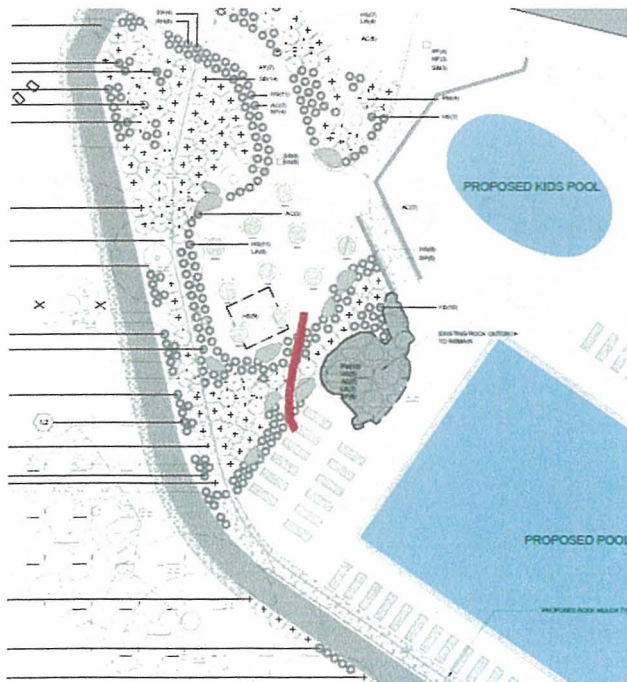
- The District will maintain, renew, expand, and enhance District infrastructure to meet the capacity needs and desires of the community for future generations.

- The District will maintain, procure, and construct District assets to ensure safe and accessible operations for the public and the District’s workforce.

III. BACKGROUND

As you are aware, the Burnt Cedar Swimming Pool and Site Improvement Project is a multi-year construction project. Currently the CMAR Contractor, CORE Construction, has secured the site for winter. Following is a brief summary of the proposed schedule and remaining work to be completed. Work within the mechanical room is occurring periodically between January 11, 2022 and February 25, 2022. Full return to the construction site is currently planned for March 1, 2022 (weather permitting). Planned activities include completion of the CMU walls, tuning up the pool deck subgrade, placing rebar and pool embed anchors, and pouring the concrete deck. The concrete pours are scheduled April 11, 2022 through April 29, 2022 (weather permitting). Final landscaping and fencing is planned for April 25, 2022 through May 6, 2022. Finishing the pool will begin May 2, 2022 and be complete by May 20, 2022. CORE’s target for substantial completion is May 23, 2022 and final completion per the contract is June 8, 2022.

Since the majority of the construction is complete, the site is now reflecting the final design with the wading pool and large pool layout, pool deck, elevated terrace, fencing and landscaping installed (Attachment A). There is some concern over the possibility of landscaping being trampled by patrons creating a shortcut to get from the upper terrace to the lower pool deck (see photo and plan sheet below).



Landscaping has been used to create a softer appearance as opposed to covering the area completely with concrete. The plants will take time to grow and fill in the area which eventually will create a natural barrier to discourage people from creating a shortcut. Some ideas to prevent this possibility are to place more boulders within this area, rope off the landscaping to allow it time to establish, or create a concrete walkway. The PW Engineering team is looking to the Board to provide feedback on this item.

As part of the early design process, the Board of Trustees expressed some concern during the schematic design phase that all of the character of the site was being removed. This led to the decision to leave the rock outcropping and two (2) trees within the rocky area to possibly be used for chainsaw art. This was not funded as part of the original project. The PW Engineering Team is looking for the Board to provide feedback on this item:

- Are we to pursue this option?
- Where will the funding come from?
- Who is going to choose the design?

IV. BID RESULTS

Not applicable.

V. FINANCIAL IMPACT AND BUDGET

If the Board of Trustees would like to pursue removing existing landscaping and providing a hard pathway from the elevated terrace to the pool deck, additional funds would be required. PW Engineering would request cost proposals from the design team and CORE Construction. This will also require additional coverage and need to be taken back to TRPA for approval.

If the Board of Trustees would like to pursue tree carving, additional funds would be required.

Currently there is money remaining in the project contingency as well as risk items savings that could be used to fund these items (see below).

Project Contingencies and Allowances Remaining:

- a. Owner Contingency \$160,000
 - i. Used to date \$96,896.60
 - ii. Remaining \$63,103.40
- b. Contractor Contingency \$84,964.00

- i. Used to date \$47,976.05
- ii. Remaining \$36,987.95
- c. Alternates/Contingencies & Allowances included in Approved Project Budget but NOT used (totaling \$94,872)
 - i. Colored Concrete (Pool Deck) \$19,872
 - ii. Allowance #2 Rock/Boulder Excavation \$50,000
 - iii. Allowance #3 Dewatering \$25,000

VI. ALTERNATIVES

Continue with the project as approved under the current construction contract.

VII. BUSINESS IMPACT

This item is not a "rule" within the meaning of Nevada Revised Statutes, Chapter 237, and does not require a Business Impact Statement.

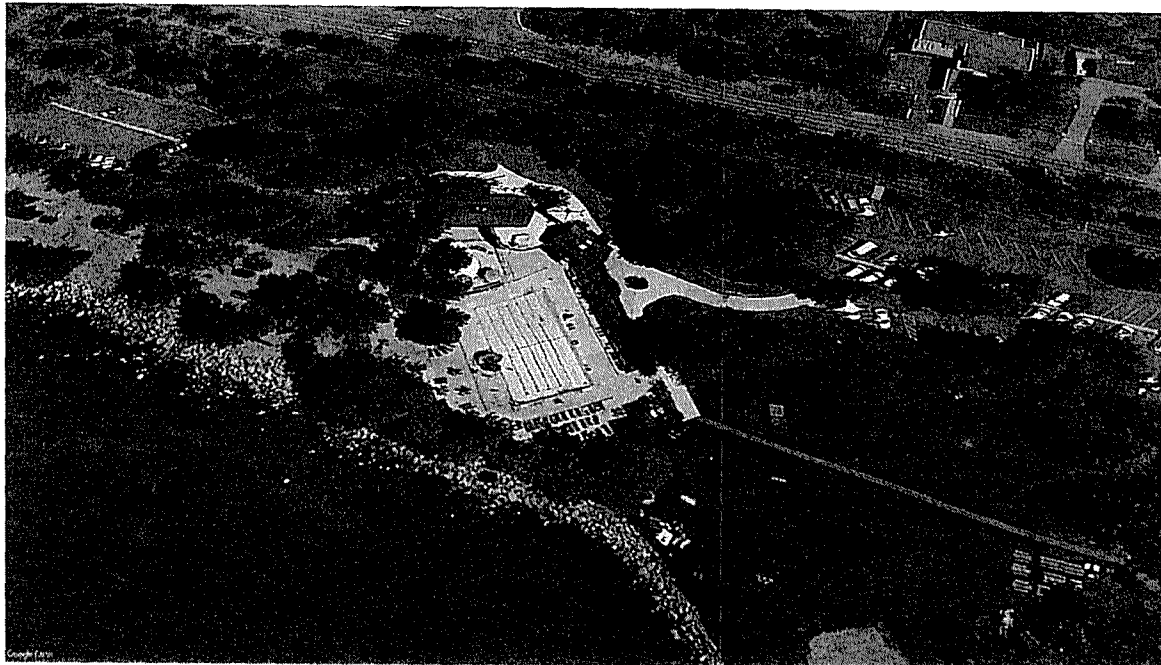
Attachment:

- Conformed Construction Plan Set

BURNT CEDAR BEACH - POOL RECONSTRUCTION ISSUED FOR CONSTRUCTION

May 3, 2021

PROJECT ADDRESS:
**665 Lakeshore Blvd,
Incline Village, NV 89451**



CLIENT:
**INCLINE VILLAGE GENERAL IMPROVEMENT
DISTRICT**

1220 Sweetwater Road, Incline Village, NV 90451
P. 775-832-1331

Project Manager: Nathan Chorey, PE | Engineering Manager
M. 530-448-4895
E. npc@ivgid.org

tsk

225 South Arlington Avenue,
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DESIGN TEAM

ARCHITECT

TSK ARCHITECTS
225 SOUTH ARLINGTON AVENUE, SUITE A,
RENO, NV, 89501
P. 775-857-2949

POOL DESIGNER

AQUATIC DESIGN GROUP, INC.
2226 FARADAY AVENUE,
CARLSBAD, CA, 92009
P. 760-438-8400

CIVIL ENGINEER

RESOURCE CONCEPTS INC.
340 NORTH MINNESOTA STREET,
CARSON CITY, NV, 89703
P. 775-883-1600

LANDSCAPE ARCHITECT

DESIGN WORKSHOP
128 MARKET STREET, SUITE 3E,
STATELINE, NV 89449
P. 775-848-3166

STRUCTURAL ENGINEER

NELSON-WILCOX SE
225 SOUTH ARLINGTON AVENUE, SUITE B,
RENO, NV, 89501
P. 775-848-3166

MPE ENGINEER

MSA ENGINEERING
4599 LONGLEY LANE,
RENO, NV, 89502
P. 775-848-3166

PLEASE RECYCLE

Project
**BURNT CEDAR
BEACH - POOL
RECONSTRUCTION**
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20 016.10

Owner
**INCLINE VILLAGE
GENERAL
IMPROVEMENT
DISTRICT**

**ISSUED FOR
CONSTRUCTION**
May 3, 2021



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 Consultant

PLEASE RECYCLE
 Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No. 2018.10
 Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

ISSUED FOR CONSTRUCTION

REV.	DATE	REVISION
1	3/2/21	Final Revision 1
2	3/30/21	REVISION 2

Sheet Title
LIFE SAFETY PLAN
 Date: May 3, 2021
 Sheet No.
AE1.01

CODE ANALYSIS

Occupancy: Assembly A-5 Outdoor Pool - No Fixed Seating Provided
 Construction Type (Existing) = Type VB - Unchanged
 Allowable Area (Existing) = Unchanged
 Fire Sprinkler System - N/A - Not Included
 Fire Alarm System = Existing - Unchanged

Pool Egress (Existing) Provided = Max Occupancy based on min width = 1,260
 West Gate (Existing) = 60' = 400 occ. (60' x 15)
 East Gate (Existing) = 60' = 400 occ. (60' x 15)
 Central Star (Existing) = 72' = 480 occ. (72' x 15)
 USE: Exit Width provided = 1,072 = 1,260 Max Occupancy

Occupancy for Pool and Deck
 Existing Equipment Choolout Occupancy = 7000
 Back of House = 1 per 300 s.f. gross = (434 300 = 2 occ)
 Deck Occupancy = 1 per 15 s.f. gross = (3 221 15 = 509 occ)
 Pool Occupancy = 1 per 50 s.f. gross = (757 3,900 50 = 94 occ)
 Total Deck & Pool Occupancy = 652 (Back) + 94 (Pool) = 746 Total

Restroom Volume Provided:
 Men = 2 WC + 2 Ur (one each in ADA) + 3 Lav
 (WC) 1 per 75 = 4 x 75 = 300 max occ. per Lav
 (Lav) 1 per 200 = 3 x 200 = 600 max occ. per Lav
 Women = 6 WC (one is ADA) & 3 Lav
 (WC) 1 per 40 = 6 x 40 = 240 max occ. per WC
 (Lav) 1 per 150 = 3 per 150 = 450 max per Lav

Total Occupant Load based on Existing: 293 Men + 243 Female
 ADA Total of 15 equal = 241 Women + 249 Men = 490 Total

Existing Parking Spaces:
 Building occupancy and space use remain unchanged
 80 parking spaces in the east lot
 44 parking spaces in the west lot
 Total number of parking spaces: 128 + 5 ADA spaces

Existing / Proposed CFA: 2,782 s.f. (no change)

Defensible Space Inspections

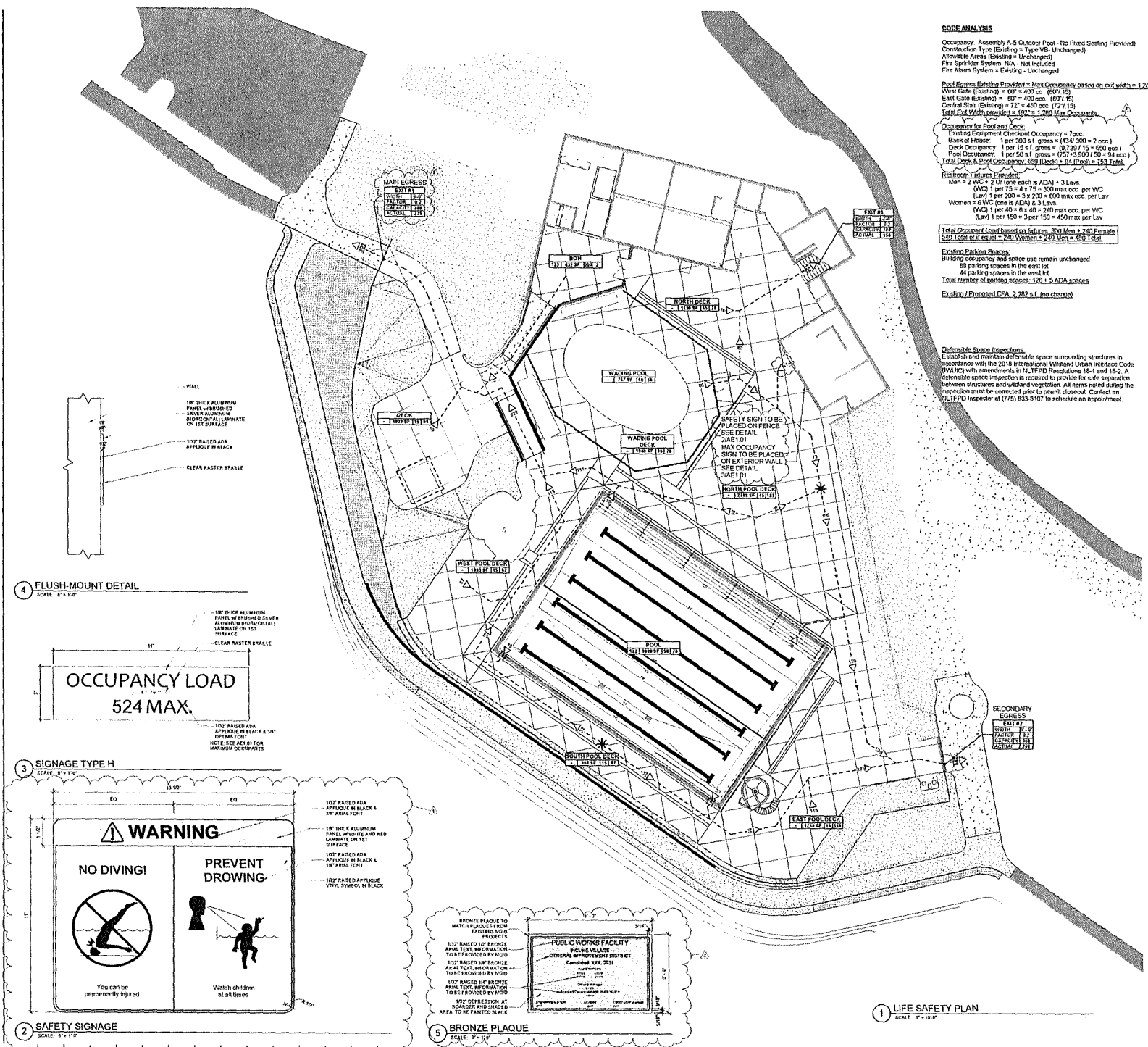
Establish and maintain defensible space surrounding structures in accordance with the 2018 International Wildland Urban Interface Code (IWUIC) with amendments in ILTFPD Resolutions 18-1 and 18-2. A defensible space inspection is required to provide for safe separation between structures and wildland vegetation. All items noted during the inspection must be corrected prior to permit approval. Contact an ILTFPD Inspector at (775) 833-8107 to schedule an appointment.

GENERAL NOTES

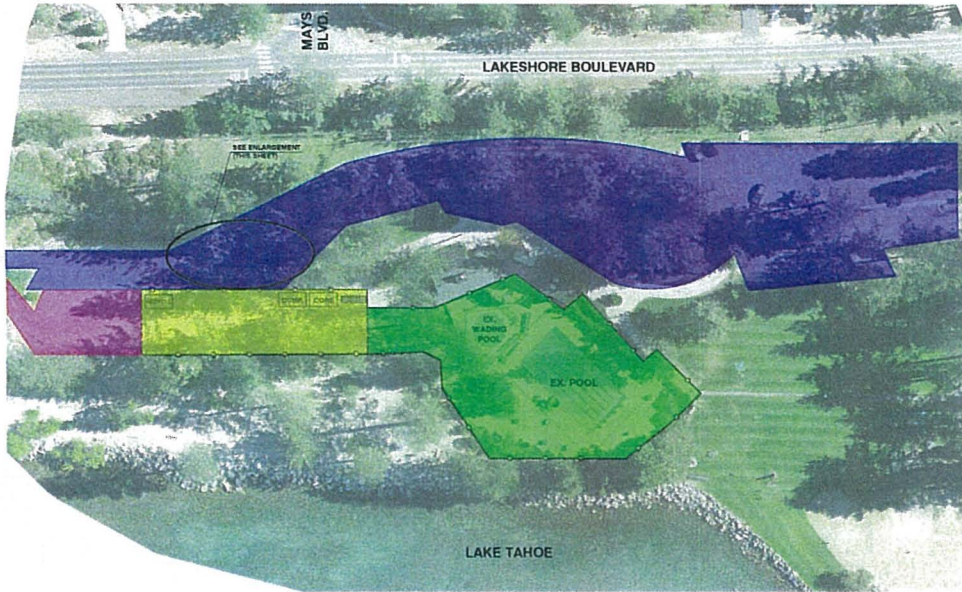
KEYNOTES

LEGEND

- ROOM NAME
- OCCUPANT LOAD FACTOR AREA
- ROOM NUMBER
- EXIT DIRECTION AND NUMBER OF OCCUPANTS
- POINT AT WHICH EXIT PATHS BECOME AVAILABLE
- RECESSED FIRE EXTINGUISHER CABINET
- 1 HOUR FIRE RATED PARTITION
- MOST REMOTE POINT FOR TRAVEL DISTANCE

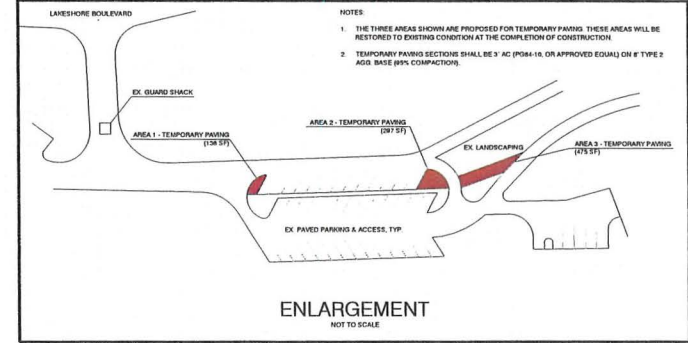


CONSTRUCTION STAGING/ACCESS PLAN



- LEGEND:**
- PARKING/ACCESS/MATERIAL STORAGE AREA
 - CORE
 - DUMP
 - RECYCLE
 - CONSTRUCTION VEHICLE ACCESS
 - PUBLIC VEHICLE ACCESS
 - PROJECT AREA
 - GATE
 - TEMPORARY CONSTRUCTION PERIMETER FENCINGS
 - RESTROOMS

NOTE:
 1. EXISTING PAVED AREAS OUTSIDE OF THE BACKSHORE BOUNDARY MAY BE USED AS STOCKPILE LOCATIONS. ALL STOCKPILE LOCATIONS SHALL BE PROTECTED USING THE STOCKPILE MANAGEMENT DETAIL LOCATED ON SHEET C8.



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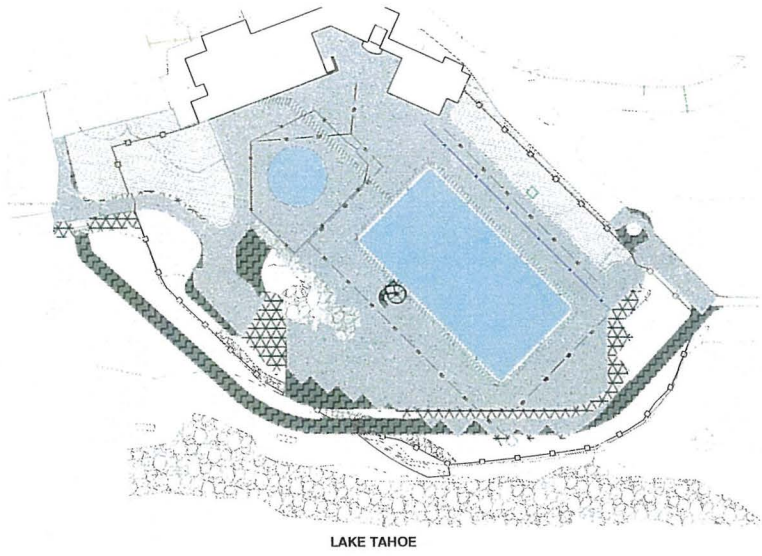
Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No: 20 018 10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

COVERAGE SUMMARY PLAN

- LEGEND:**
- EXISTING COVERAGE TO BE REMOVED
 - PROPOSED COVERAGE TO BE ADDED



TRPA COVERAGE CALCULATIONS			
MSD BURNT CEDAR POOL REPLACEMENT PROJECT			
665 S. 695 Lakeshore Boulevard, Incline Village, NV			
Plan Area Statement (SQ. FEET) - Incline Village Home			
Parcel Area: 424,274 sf			
LAND CAPABILITY	AREA ABOVE HWY. (SF)	% ALLOWABLE COVERAGE	TOTAL ALLOWABLE (SF)
CAPABILITY 4	402,288.00	20.0%	121,007.1
CAPABILITY 1b	20,916.00	1.00%	208.16
TOTAL	424,274.00		121,215.26
DESCRIPTION		QUANTITY (SF)	
EXISTING COVERAGE - LAND CAPABILITY 4			
CONCRETE SLAB			512.00
PAVING			79,907.00
WALKS			21,861.56
BUILDINGS			9,118.00
POOL DECK			6,800.00
		TOTAL	117,497.56
UNDER / OVER COVERAGE - CLASS 4			3,569.90
OFF-SITE			90.00
EXISTING COVERAGE - LAND CAPABILITY 1b			
NO COVERAGE			0.00
PROPOSED COVERAGE - LAND CAPABILITY 4			
CONCRETE SLAB			512.00
PAVING			79,907.00
WALKS			22,273.26
BUILDINGS			9,118.00
POOL DECK			5,244.18
WALKWAY			1,462.70
PERIMETER PATH			119,559.96
		TOTAL	2,047.54
UNDER / OVER COVERAGE			2,047.54
OFF-SITE			90.00
PROPOSED COVERAGE - LAND CAPABILITY 1b			
NO COVERAGE			0.00
NET CHANGE IN COVERAGE			1,462.36
REMAINING AVAILABLE COVERAGE (CLASS 1b & 4)			2,137.54

Note: Existing coverage from approved coverage calculations on March 18, 2016. MSF Parcel Number: 009-100-100-0000-00-00-0001.

ISSUED FOR CONSTRUCTION

REV	DATE	REVISIONS	DESCRIPTION
A	3/20/21	ADDED ROW 2	
B	4/01/21	ADDED ROW 3	
A	5/01/21	ADDED ROW 4	

Sheet Title
**Construction Staging/
 Access & Coverage
 Summary Plan**

Date: April 30, 2021
 Sheet No:

Know what's below.
 Call before you dig.

C3



NOTES:

1. IMAGERY & LINE WORK SHOWN ON THIS PAGE IS DIRECTLY FROM THE INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT 2010 BURNT CEDAR BEACH ADA PATHWAY PLAN SET. APPROVED BY TRPA ON 8/28/10.
2. FOR DETAILED AREAS OF REMOVED AND ADDED COVERAGE, PLEASE REFER TO THE CONSTRUCTION STAGGS ACCESS & COVERAGE SUMMARY PLAN (SHEET C3).

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Project
**BURNT CEDAR
BEACH - POOL
RECONSTRUCTION**
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No. 20 018 10

Owner
**INCLINE VILLAGE
GENERAL
IMPROVEMENT
DISTRICT**

**ISSUED FOR
CONSTRUCTION**

REVISES	
REV#	DESCRIPTION
1	ADDENDUM 1
2	ADDENDUM 2
3	ADDENDUM 3
4	ADDENDUM 4

Sheet Title
**As-Built Overall
Site Plan**

Date: April 26, 2021
Sheet No.

C4





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**BURNT CEDAR
 BEACH - POOL
 RECONSTRUCTION**
 665 Lakeshore Blvd.
 Incline Village, NV
 89451

Job No. 2018.10

**INCLINE VILLAGE
 GENERAL
 IMPROVEMENT
 DISTRICT**

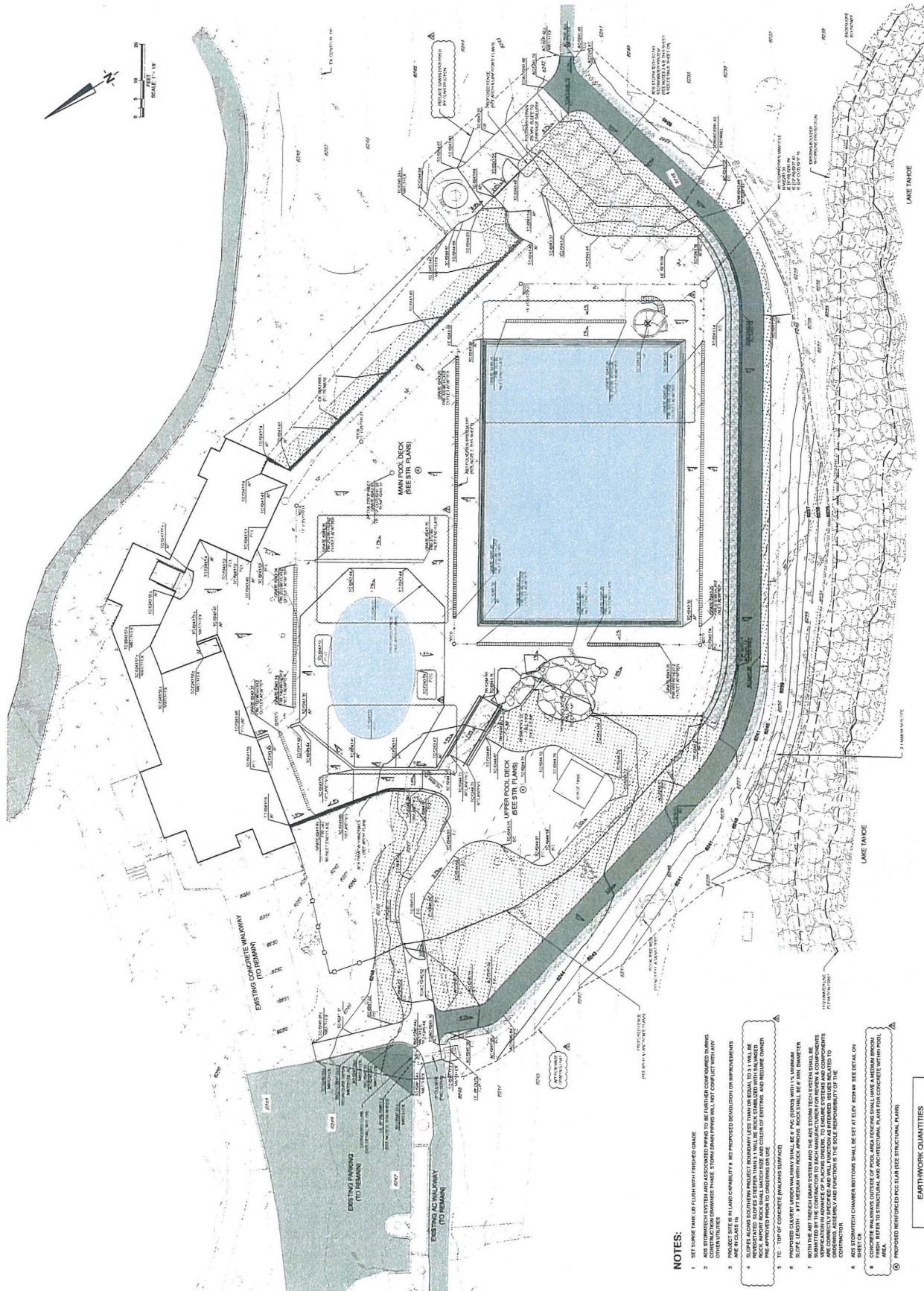
**ISSUED FOR
 CONSTRUCTION**

REV.	DATE	DESCRIPTION
A	08/15/2018	ISSUED FOR CONSTRUCTION
B	08/15/2018	ISSUED FOR CONSTRUCTION
C	08/15/2018	ISSUED FOR CONSTRUCTION

**Proposed Grading &
 Drainage Plan**

Sheet No. **C6**

Know what's below.
 Call before you dig.



NOTES:

- SET SURGE TANK UP FLUSH WITH FRESH GRADE
- ADD STORMTECH SYSTEM AND ASSOCIATED PIPES TO BE FURTHER COMPANIED DURING CONSTRUCTION PHASE. STORM DRAIN PIPES WILL NOT COME UP WITH ANY
- PROJECT SITE IS IN AID CANALITY. NO PROPOSED DEMOLITION OR IMPROVEMENTS ARE IN CLASH.
- EXISTS ALONG SOUTHERN PROPERTY LINES SHALL BE MAINTAINED TO 3" BELOW FINISH GRADE. ROCK IMPACT PILES SHALL MATCH SIZE AND COLOR OF EXISTING. AND RESURFACE OWNER.
- TOP OF CONCRETE FINISH SHALL BE 4" P.C. WITHIN 1" IN 10' MINIMUM.
- PROPOSED GRADING SHALL BE 4" P.C. WITHIN 1" IN 10' MINIMUM.
- BOths THE AIR TRICKLE DRAIN SYSTEM AND THE AIR STORM TECH SYSTEM SHALL BE VERIFIED IN ADVANCE OF PLACING CONCRETE. TO ENSURE SYSTEMS ARE COMPATIBLE. OWNER'S DESIGN AND FUNCTION IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR.
- CONCRETE WALKWAYS OUTSIDE OF POOL AREA EXISTING SHALL HAVE A REINFORCED BROOM FINISH. REFER TO STRUCTURAL AND ARCHITECTURAL PLANS FOR CONCRETE WITH FOOTING.
- PROPOSED REINFORCED PILE SEE STRUCTURAL PLANS.

EARTHWORK QUANTITIES

	CUT	FILL
STORMWORK	428 CY	374 CY
POOL	586 CY	-
LANDSCAPE	134 CY	-
STORM DRAINAGE CHAMBERS	134 CY	-
UTILITIES	134 CY	-
TOTAL	1282 CY	374 CY



TIPA COVERAGE CALCULATIONS
VOID BURNT CEDAR POOL REPLACEMENT PROJECT
 665 Lakeshore Blvd., Incline Village, NV
 Plan Area Statement 037, Sub-division: None
 Parcel Area: 424,274 sq ft

LAND CAPABILITY	AREA ABOVE HML (SQ FT)	% ALLOWABLE COVERAGE	TOTAL ALLOWABLE (SQ FT)
CAPABILITY 6	403,358.00	38.60%	155,897.4
CAPABILITY 1b	29,918.00	1.89%	209.18
TOTAL	433,276.00		156,106.58

DESCRIPTION	QUANTITY (SQ FT)
EXISTING COVERAGE - LAND CAPABILITY 6	
CONCRETE SLAB	512.00
PAVING	79,997.00
WALKS	11,560.50
BUILDINGS	9,118.00
POOL DECK	8,008.00
TOTAL	117,487.50
UNDER / EARTH COVERAGE - CLASS 6	3,500.00
OFF SITE	90.00
EXISTING COVERAGE - LAND CAPABILITY 1b	
NO COVERAGE	0.00
PROPOSED COVERAGE - LAND CAPABILITY 6	
CONCRETE SLAB	512.00
PAVING	79,824.00
WALKS	22,279.38
BUILDINGS	9,118.00
POOL DECK	5,241.19
PERIMETER PATH	1,902.28
TOTAL	118,958.86
UNDER / EARTH COVERAGE	2,842.54
OFF SITE	90.00
PROPOSED COVERAGE - LAND CAPABILITY 1b	
NO COVERAGE	0.00
NET CHANGE IN COVERAGE	1,462.36
REMAINDER AVAILABLE COVERAGE (CLASS 1b & 6)	2,127.54

Note: Existing coverage from approved coverage calculations on March 16, 2015.
 TIPA Permit Number 035P-2001-1922 (Updated on June 6, 2011)

- NOTES:**
1. HATCHERY & LINE WORK SHOWN ON THIS PAGE IS DIRECTLY FROM THE 'INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT 2010 BURNT CEDAR BEACH ADA PATHWAY PLAN SET APPROVED BY TIPA ON 8/28/10
 2. FOR DETAILED AREAS OF REMOVED AND ADDED COVERAGE, PLEASE REFER TO THE CONSTRUCTION STAGING/ACCESS & COVERAGE SUMMARY PLAN (SHEET C3)

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Project

BURNT CEDAR BEACH - POOL RECONSTRUCTION
 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No: 20 018 10

Owner

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

ISSUED FOR CONSTRUCTION

REV#	DATE	REVISIONS
A	5/20/21	AGENDUM 2
A	6/01/21	AGENDUM 3
A	5/01/21	AGENDUM 4

Sheet Title

Proposed Overall Site Plan

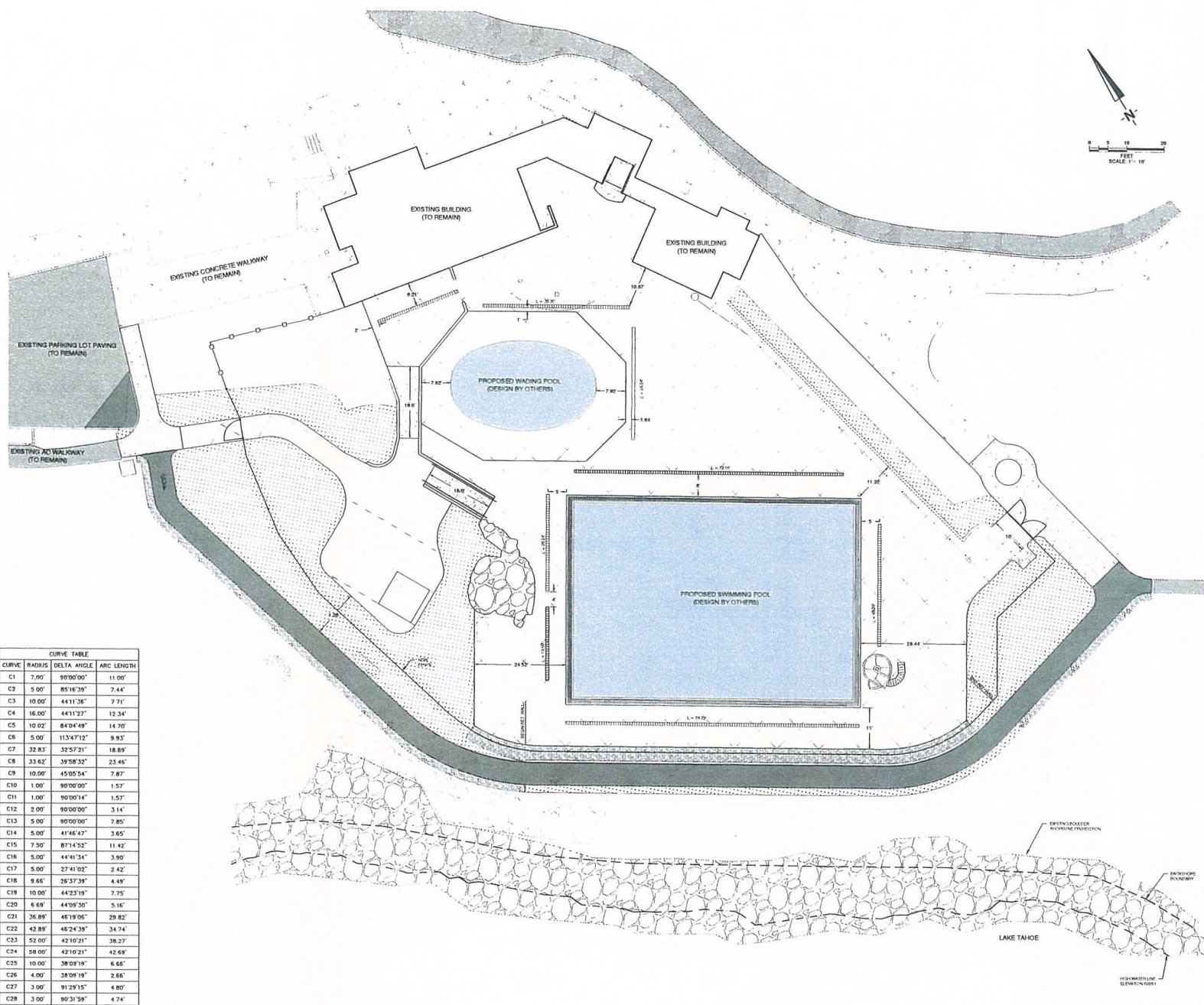
Date: April 30, 2021
 Sheet No:

C7



LINE	BEARING	DISTANCE
L1	N69°50'08"W	4.87'
L2	N20°47'55"E	21.61'
L3	S20°45'17"W	4.93'
L4	S64°27'52"E	3.92'
L5	S64°28'44"E	12.00'
L6	S25°31'16"W	6.00'
L7	S20°47'55"W	24.01'
L8	S64°28'44"E	22.04'
L9	S64°28'44"E	22.16'
L10	S20°17'08"E	12.31'
L11	S20°17'12"E	12.31'
L12	S28°56'41"E	6.61'
L13	S64°39'06"W	9.52'
L14	S25°44'27"E	0.45'
L15	S13°16'42"E	21.76'
L16	S61°42'16"E	0.45'
L17	N64°39'06"E	13.68'
L18	N42°09'05"E	0.44'
L19	N19°39'05"E	5.10'
L20	N45°36'48"E	0.60'
L21	N64°39'06"E	5.20'
L22	N64°29'34"E	10.00'
L23	S25°30'26"E	10.00'
L24	N25°30'26"W	10.00'
L25	S64°29'34"W	10.00'
L26	S25°20'54"E	18.00'
L27	N25°20'54"W	22.91'
L28	S64°39'06"W	6.67'
L29	N64°39'06"E	7.33'
L30	S25°20'54"E	5.30'
L31	N34°39'38"E	4.23'
L32	N55°18'21"W	5.12'
L33	S48°00'52"W	4.09'
L34	S33°57'10"W	9.95'
L35	S14°42'01"W	6.30'
L36	N13°18'21"E	22.01'
L37	S55°20'54"E	8.57'
L38	S34°39'06"W	19.03'
L39	S73°42'31"W	19.42'
L40	S13°42'31"W	2.33'
L41	N13°42'31"E	2.72'
L42	S13°42'31"W	3.33'
L43	N13°42'31"E	3.33'
L44	N55°41'49"W	29.02'
L45	N10°19'03"W	18.90'
L46	N34°40'32"E	15.89'
L47	N19°41'23"E	14.94'
L48	S55°22'38"E	27.48'
L49	S25°18'44"E	19.24'
L50	N34°39'06"E	39.81'
L51	S55°20'54"E	92.53'
L52	N34°39'06"E	26.96'
L53	N78°45'00"E	12.11'
L54	S10°15'00"E	3.00'
L55	N78°45'00"E	5.00'
L56	N10°15'00"W	3.00'
L57	N78°45'00"E	1.82'
L58	S10°15'00"E	17.69'
L59	N78°45'00"E	10.08'
L60	N10°15'00"W	31.82'
L61	S78°44'45"W	9.91'
L62	S11°08'45"E	3.08'
L63	S10°15'00"E	16.48'
L64	S80°32'39"W	5.86'
L65	S35°31'41"W	3.73'
L66	N54°48'27"W	0.98'
L67	S77°04'04"W	41.40'
L68	S77°04'04"W	50.70'
L69	N55°20'23"W	93.90'
L70	N55°20'23"W	93.90'
L71	N13°10'02"W	80.83'
L72	N13°10'02"W	80.83'
L73	N24°59'17"E	9.17'
L74	N24°59'17"E	9.17'
L75	N34°39'06"E	56.00'
L76	S55°20'54"E	79.00'
L77	S34°39'06"W	56.00'
L78	N55°20'54"W	79.00'
L79	N34°39'06"E	22.64'
L80	N73°42'31"E	19.56'

CURVE	RADIUS	DELTA ANGLE	ARC LENGTH
C1	7.00'	90°00'00"	11.00'
C2	5.00'	85°16'39"	7.44'
C3	10.00'	44°11'36"	7.71'
C4	16.00'	44°11'27"	12.34'
C5	10.02'	84°04'49"	14.70'
C6	5.00'	113°47'12"	9.93'
C7	32.83'	32°57'31"	18.89'
C8	33.62'	39°58'32"	23.46'
C9	10.00'	45°05'54"	7.87'
C10	1.00'	90°00'00"	1.57'
C11	1.00'	90°00'14"	1.57'
C12	2.00'	90°00'00"	3.14'
C13	5.00'	90°00'00"	7.85'
C14	5.00'	41°46'47"	3.65'
C15	7.50'	87°14'52"	11.42'
C16	5.00'	44°41'34"	3.90'
C17	5.00'	27°41'02"	2.42'
C18	9.66'	26°37'39"	4.49'
C19	10.00'	44°23'19"	7.75'
C20	6.69'	44°09'30"	5.16'
C21	36.89'	45°19'06"	29.82'
C22	42.89'	46°24'39"	34.74'
C23	52.00'	42°10'21"	38.27'
C24	38.00'	42°10'21"	42.69'
C25	10.00'	38°09'19"	6.66'
C26	4.00'	38°09'19"	2.66'
C27	3.00'	91°29'15"	4.80'
C28	3.00'	90°31'59"	4.74'



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Job No: 20 010 10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

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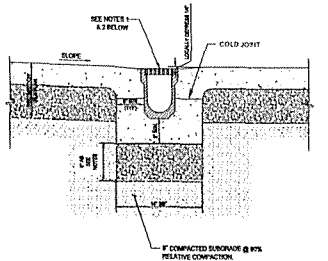
REV	DATE	REVISION	DESCRIPTION
A	3/20/21	ADDendum 2	
B	4/20/21	ADDendum 3	
C	5/20/21	ADDendum 4	

Sheet Title
Horizontal Control Plan

Date: April 30, 2021
Sheet No:



C8



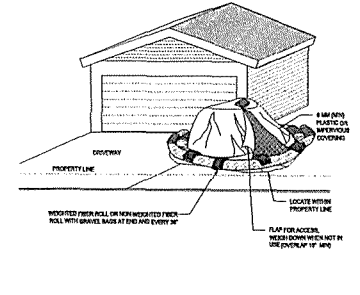
- NOTES:**
1. USE PRE-SLOPED SECTIONALIZED TRENCH DRAIN SYSTEM MANUFACTURED BY ABT (POLYDRAN), ACC 1510K1 OR APPROVED EQUAL. INSTALL PER MANUFACTURER'S SPECIFICATIONS.
 2. GRATE TO REURBAN ACCESSORIES. TITLE WAVE 2. BRONZE FINISH OR OWNER APPROVED EQUAL.
 3. [HTTP://WWW.ABTACCESSORIES.COM/PRODUCTS/TITLE_WAVE_2/](http://WWW.ABTACCESSORIES.COM/PRODUCTS/TITLE_WAVE_2/)
 4. CLASS 2, 3/4" MAX. COMPACT TO 95% RELATIVE COMPACTION (ASTM 1557). NO CRIBS.
 5. CONCRETE SURROUNDING TRENCH DRAIN SHALL INCLUDE REINFORCING BARS THAT FIT INTO THE CONCRETE POOL DECK. CONCRETE AT TRENCH DRAIN SHALL HAVE A COLD JOINT AND SHALL BE SCORED PARALLEL TO AND 6" FROM THE TRENCH DRAIN. REFER TO STRUCTURAL PLANS.

TRENCH DRAIN
NOT TO SCALE

ABT POLY DRAIN PROFILES
NOT TO SCALE

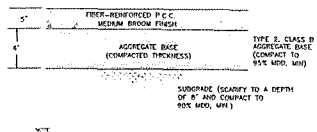
Profile	Height	Width	Material	Notes
1	1.5"	12"	ABS	
2	1.5"	12"	PVC	
3	1.5"	12"	ABS	
4	1.5"	12"	PVC	
5	1.5"	12"	ABS	
6	1.5"	12"	PVC	
7	1.5"	12"	ABS	
8	1.5"	12"	PVC	
9	1.5"	12"	ABS	
10	1.5"	12"	PVC	
11	1.5"	12"	ABS	
12	1.5"	12"	PVC	
13	1.5"	12"	ABS	
14	1.5"	12"	PVC	
15	1.5"	12"	ABS	
16	1.5"	12"	PVC	
17	1.5"	12"	ABS	
18	1.5"	12"	PVC	
19	1.5"	12"	ABS	
20	1.5"	12"	PVC	
21	1.5"	12"	ABS	
22	1.5"	12"	PVC	
23	1.5"	12"	ABS	
24	1.5"	12"	PVC	
25	1.5"	12"	ABS	
26	1.5"	12"	PVC	
27	1.5"	12"	ABS	
28	1.5"	12"	PVC	
29	1.5"	12"	ABS	
30	1.5"	12"	PVC	
31	1.5"	12"	ABS	
32	1.5"	12"	PVC	
33	1.5"	12"	ABS	
34	1.5"	12"	PVC	
35	1.5"	12"	ABS	
36	1.5"	12"	PVC	
37	1.5"	12"	ABS	
38	1.5"	12"	PVC	
39	1.5"	12"	ABS	
40	1.5"	12"	PVC	
41	1.5"	12"	ABS	
42	1.5"	12"	PVC	
43	1.5"	12"	ABS	
44	1.5"	12"	PVC	
45	1.5"	12"	ABS	
46	1.5"	12"	PVC	
47	1.5"	12"	ABS	
48	1.5"	12"	PVC	
49	1.5"	12"	ABS	
50	1.5"	12"	PVC	

ABT POLY DRAIN PROFILES
NOT TO SCALE

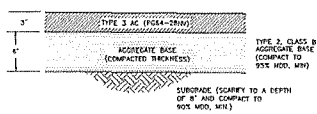


- NOTES:**
1. LOCATE STOCK AND/OR SPILL PILES 5' AWAY FROM DRAINAGE COURSES. DRAIN PILES OR CONCENTRATED FLOWS OF STORAGE WATER.
 2. ALL STOCK AND/OR SPILL PILE EXPOSURES SHALL BE PROTECTED WITH TEMPORARY LEAK-RESISTANT BARRIERS.
 3. COVER ALL STOCK AND/OR SPILL PILES WITH 8 MIL PLASTIC. CANVAS TARP OR IMPERMEABLE COVER TO PREVENT WIND AND RAIN EROSION. EVENLY SPACE WEIGHTS (GUMBALL BAGS) ON COVER TO KEEP IT FLAT. BARRIERS MUST.
 4. CONDUCT REGULAR INSPECTIONS OF STOCK AND/OR SPILL PILES DURING AND AFTER RAIN EVENTS.
 5. VERY LARGE STOCK AND/OR SPILL PILES MAY REQUIRE 8 MIL FLOOR OR FLOOR PILES.
 6. REMOVE SPILL PILES FROM CONSTRUCTION SITE AS SOON AS POSSIBLE.
 7. STOCKPILE PILES MUST BE SCORED WITHIN THE APPROVED STACKING AREA.

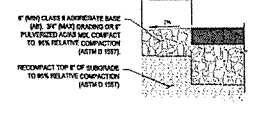
STOCKPILE MANAGEMENT
NOT TO SCALE



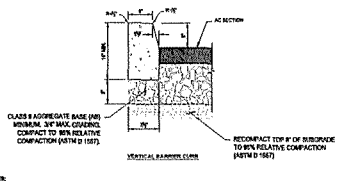
P.C.C. WALKWAY SECTION
NOT TO SCALE



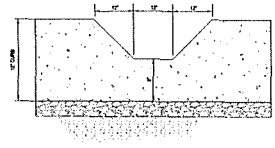
AC PATHWAY SECTION
NOT TO SCALE



AGGREGATE BASE SHOULDER
NOT TO SCALE



VERTICAL BARRIER CURB
NOT TO SCALE



DEPRESSED CURB
NOT TO SCALE

tsk

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PLEASE RECYCLE

Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20 018 10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

ISSUED FOR CONSTRUCTION

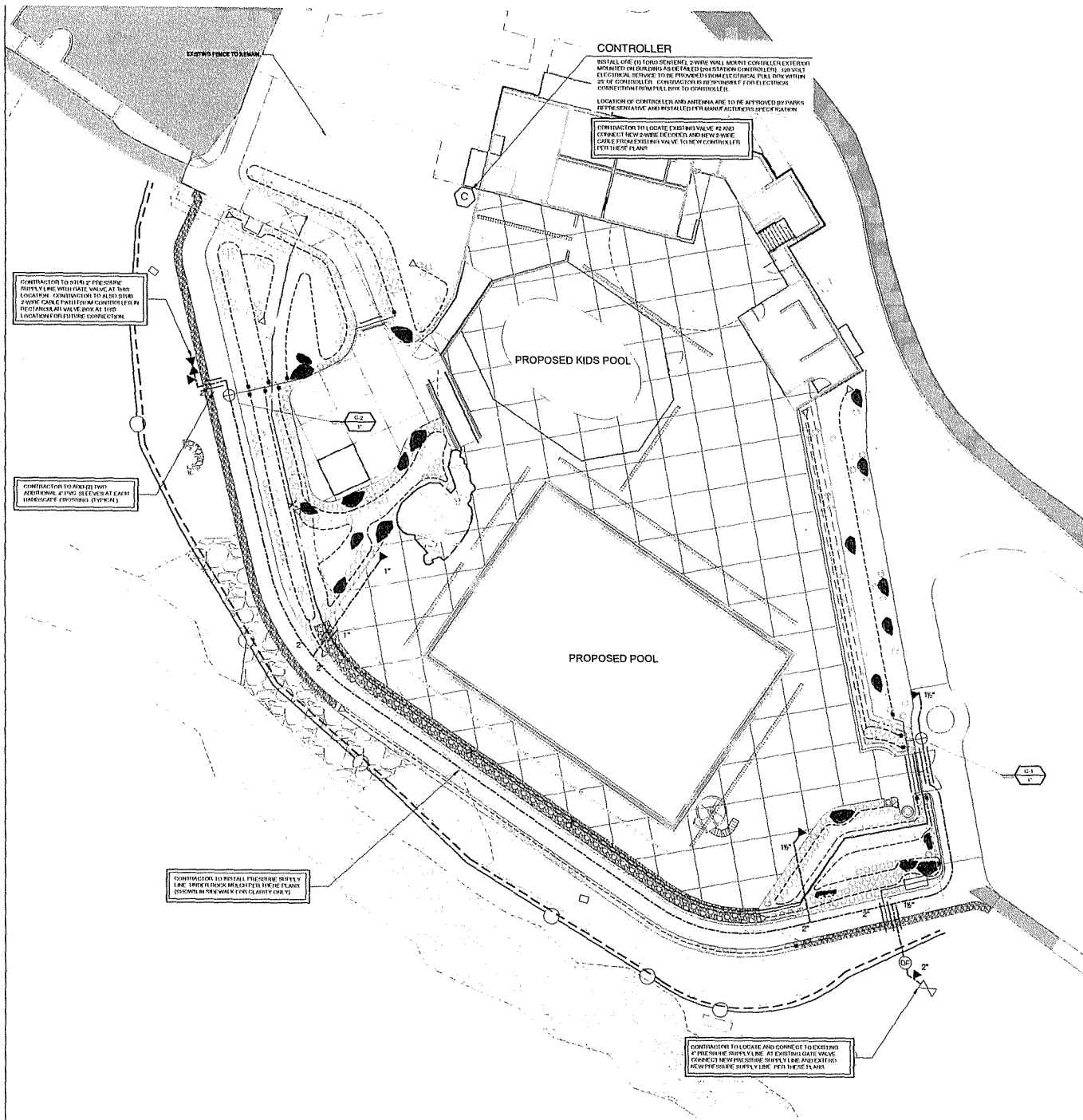
REVISIONS		
REV#	DATE	DESCRIPTION
1	12/05/10	ADDENDUM 1
2	08/07	ADDENDUM 2
3	12/01	ADDENDUM 3
4		ADDENDUM 4

Sheet Title
Details



Date: April 20, 2021
Sheet No:

C10



CONTROLLER

INSTALL ONE (1) TWO-WIRE LEVEL 2 WIRE WALL MOUNT CONTROLLED EXTERIOR MOUNTED ON GROUND AS PER INSTRUCTIONS FROM CONTROLLER. INSTALL EXTERNAL DEVICE TO BE PROVIDED FROM ELECTRICAL PLUM WITHIN 20' OF CONTROLLER. CONTRACTOR TO BE RESPONSIBLE FOR ELECTRICAL CONNECTION FROM PANEL TO CONTROLLER.

LOCATION OF CONTROLLER AND ANTENNA ARE TO BE APPROVED BY PERMITS BEFORE INSTALLATION AND INSTALLED PER MANUFACTURERS SPECIFICATION.

CONTRACTOR TO LOCATE EXISTING VALVE #2 AND CONNECT NEW 2-WIRE LEVEL 2 WIRE TO NEW CONTROLLER. CONTRACTOR TO LOCATE EXISTING VALVE #2 AND CONNECT NEW 2-WIRE LEVEL 2 WIRE TO NEW CONTROLLER. CONTRACTOR TO LOCATE EXISTING VALVE #2 AND CONNECT NEW 2-WIRE LEVEL 2 WIRE TO NEW CONTROLLER.

CONTRACTOR TO RISE 2" PRESSURE SUPPLY LINE WITHIN VALVE AT THIS LOCATION. CONTRACTOR TO ALSO RISE 2" WIRE CABLE PATH FROM CONTROLLER TO THIS LOCATION ON FUTURE CONNECTION.

CONTRACTOR TO ADD 2" PIPING AT EACH UNDERGROUND CONNECTION POINT.

CONTRACTOR TO INSTALL PRESSURE SUPPLY LINE UNDER FLOOR AND CAP IT TO THE PLUMB SHOWING IN THE WORK FOR CLARITY ONLY.

CONTRACTOR TO LOCATE AND CONNECT TO EXISTING 4" PRESSURE SUPPLY LINE AT EXISTING VALVE. CONNECT NEW PRESSURE SUPPLY LINE AND EXISTING 4" PRESSURE SUPPLY LINE. PER THESE PLANS.

IRRIGATION SCHEDULE

SYMBOL	MANUFACTURER	MODEL NUMBER	DESCRIPTION	DETAIL NUMBER
⊕	PERI/ETAL		PROP VALVE ASSEMBLY	1
▼	MINSTER	10-44-RICAN	CHECK CONTROL VALVE (PUSH)	2
▽	APPLIED		GATE VALVE (SEE NOTE)	3
⊗	EXTENSIO		GATE VALVE	4
---	APPROVED	50# PIPE	1/2" POLYURETHANE THIRTY LINE	5
---	APPROVED	50# PIPE	3/4" POLYURETHANE THIRTY LINE	6
---	APPROVED	50# PIPE	1" POLYURETHANE THIRTY LINE	7
---	APPROVED	50# PIPE	1 1/2" POLYURETHANE THIRTY LINE	8
---	APPROVED	50# PIPE	2" POLYURETHANE THIRTY LINE	9
---	APPROVED	50# PIPE	2 1/2" POLYURETHANE THIRTY LINE	10
---	APPROVED	50# PIPE	3" POLYURETHANE THIRTY LINE	11
---	APPROVED	50# PIPE	4" POLYURETHANE THIRTY LINE	12
---	APPROVED	50# PIPE	5" POLYURETHANE THIRTY LINE	13
---	APPROVED	50# PIPE	6" POLYURETHANE THIRTY LINE	14
---	APPROVED	50# PIPE	8" POLYURETHANE THIRTY LINE	15
---	APPROVED	50# PIPE	10" POLYURETHANE THIRTY LINE	16
---	APPROVED	50# PIPE	12" POLYURETHANE THIRTY LINE	17
---	APPROVED	50# PIPE	14" POLYURETHANE THIRTY LINE	18
---	APPROVED	50# PIPE	16" POLYURETHANE THIRTY LINE	19
---	APPROVED	50# PIPE	18" POLYURETHANE THIRTY LINE	20
---	APPROVED	50# PIPE	20" POLYURETHANE THIRTY LINE	21
---	APPROVED	50# PIPE	24" POLYURETHANE THIRTY LINE	22
---	APPROVED	50# PIPE	30" POLYURETHANE THIRTY LINE	23
---	APPROVED	50# PIPE	36" POLYURETHANE THIRTY LINE	24
---	APPROVED	50# PIPE	42" POLYURETHANE THIRTY LINE	25
---	APPROVED	50# PIPE	48" POLYURETHANE THIRTY LINE	26
---	APPROVED	50# PIPE	54" POLYURETHANE THIRTY LINE	27
---	APPROVED	50# PIPE	60" POLYURETHANE THIRTY LINE	28
---	APPROVED	50# PIPE	72" POLYURETHANE THIRTY LINE	29
---	APPROVED	50# PIPE	84" POLYURETHANE THIRTY LINE	30
---	APPROVED	50# PIPE	96" POLYURETHANE THIRTY LINE	31
---	APPROVED	50# PIPE	108" POLYURETHANE THIRTY LINE	32
---	APPROVED	50# PIPE	120" POLYURETHANE THIRTY LINE	33
---	APPROVED	50# PIPE	144" POLYURETHANE THIRTY LINE	34
---	APPROVED	50# PIPE	168" POLYURETHANE THIRTY LINE	35
---	APPROVED	50# PIPE	192" POLYURETHANE THIRTY LINE	36
---	APPROVED	50# PIPE	216" POLYURETHANE THIRTY LINE	37
---	APPROVED	50# PIPE	240" POLYURETHANE THIRTY LINE	38
---	APPROVED	50# PIPE	270" POLYURETHANE THIRTY LINE	39
---	APPROVED	50# PIPE	300" POLYURETHANE THIRTY LINE	40
---	APPROVED	50# PIPE	360" POLYURETHANE THIRTY LINE	41
---	APPROVED	50# PIPE	420" POLYURETHANE THIRTY LINE	42
---	APPROVED	50# PIPE	480" POLYURETHANE THIRTY LINE	43
---	APPROVED	50# PIPE	540" POLYURETHANE THIRTY LINE	44
---	APPROVED	50# PIPE	600" POLYURETHANE THIRTY LINE	45
---	APPROVED	50# PIPE	720" POLYURETHANE THIRTY LINE	46
---	APPROVED	50# PIPE	840" POLYURETHANE THIRTY LINE	47
---	APPROVED	50# PIPE	960" POLYURETHANE THIRTY LINE	48
---	APPROVED	50# PIPE	1080" POLYURETHANE THIRTY LINE	49
---	APPROVED	50# PIPE	1200" POLYURETHANE THIRTY LINE	50
---	APPROVED	50# PIPE	1440" POLYURETHANE THIRTY LINE	51
---	APPROVED	50# PIPE	1680" POLYURETHANE THIRTY LINE	52
---	APPROVED	50# PIPE	1920" POLYURETHANE THIRTY LINE	53
---	APPROVED	50# PIPE	2160" POLYURETHANE THIRTY LINE	54
---	APPROVED	50# PIPE	2400" POLYURETHANE THIRTY LINE	55
---	APPROVED	50# PIPE	2700" POLYURETHANE THIRTY LINE	56
---	APPROVED	50# PIPE	3000" POLYURETHANE THIRTY LINE	57
---	APPROVED	50# PIPE	3600" POLYURETHANE THIRTY LINE	58
---	APPROVED	50# PIPE	4200" POLYURETHANE THIRTY LINE	59
---	APPROVED	50# PIPE	4800" POLYURETHANE THIRTY LINE	60
---	APPROVED	50# PIPE	5400" POLYURETHANE THIRTY LINE	61
---	APPROVED	50# PIPE	6000" POLYURETHANE THIRTY LINE	62
---	APPROVED	50# PIPE	7200" POLYURETHANE THIRTY LINE	63
---	APPROVED	50# PIPE	8400" POLYURETHANE THIRTY LINE	64
---	APPROVED	50# PIPE	9600" POLYURETHANE THIRTY LINE	65
---	APPROVED	50# PIPE	10800" POLYURETHANE THIRTY LINE	66
---	APPROVED	50# PIPE	12000" POLYURETHANE THIRTY LINE	67
---	APPROVED	50# PIPE	14400" POLYURETHANE THIRTY LINE	68
---	APPROVED	50# PIPE	16800" POLYURETHANE THIRTY LINE	69
---	APPROVED	50# PIPE	19200" POLYURETHANE THIRTY LINE	70
---	APPROVED	50# PIPE	21600" POLYURETHANE THIRTY LINE	71
---	APPROVED	50# PIPE	24000" POLYURETHANE THIRTY LINE	72
---	APPROVED	50# PIPE	27000" POLYURETHANE THIRTY LINE	73
---	APPROVED	50# PIPE	30000" POLYURETHANE THIRTY LINE	74
---	APPROVED	50# PIPE	36000" POLYURETHANE THIRTY LINE	75
---	APPROVED	50# PIPE	42000" POLYURETHANE THIRTY LINE	76
---	APPROVED	50# PIPE	48000" POLYURETHANE THIRTY LINE	77
---	APPROVED	50# PIPE	54000" POLYURETHANE THIRTY LINE	78
---	APPROVED	50# PIPE	60000" POLYURETHANE THIRTY LINE	79
---	APPROVED	50# PIPE	72000" POLYURETHANE THIRTY LINE	80
---	APPROVED	50# PIPE	84000" POLYURETHANE THIRTY LINE	81
---	APPROVED	50# PIPE	96000" POLYURETHANE THIRTY LINE	82
---	APPROVED	50# PIPE	108000" POLYURETHANE THIRTY LINE	83
---	APPROVED	50# PIPE	120000" POLYURETHANE THIRTY LINE	84
---	APPROVED	50# PIPE	144000" POLYURETHANE THIRTY LINE	85
---	APPROVED	50# PIPE	168000" POLYURETHANE THIRTY LINE	86
---	APPROVED	50# PIPE	192000" POLYURETHANE THIRTY LINE	87
---	APPROVED	50# PIPE	216000" POLYURETHANE THIRTY LINE	88
---	APPROVED	50# PIPE	240000" POLYURETHANE THIRTY LINE	89
---	APPROVED	50# PIPE	270000" POLYURETHANE THIRTY LINE	90
---	APPROVED	50# PIPE	300000" POLYURETHANE THIRTY LINE	91
---	APPROVED	50# PIPE	360000" POLYURETHANE THIRTY LINE	92
---	APPROVED	50# PIPE	420000" POLYURETHANE THIRTY LINE	93
---	APPROVED	50# PIPE	480000" POLYURETHANE THIRTY LINE	94
---	APPROVED	50# PIPE	540000" POLYURETHANE THIRTY LINE	95
---	APPROVED	50# PIPE	600000" POLYURETHANE THIRTY LINE	96
---	APPROVED	50# PIPE	720000" POLYURETHANE THIRTY LINE	97
---	APPROVED	50# PIPE	840000" POLYURETHANE THIRTY LINE	98
---	APPROVED	50# PIPE	960000" POLYURETHANE THIRTY LINE	99
---	APPROVED	50# PIPE	1080000" POLYURETHANE THIRTY LINE	100

NOTES

1. ALL PRICE AND QUANTITY HAS BEEN TAKEN FROM DRAWINGS PROVIDED BY DESIGN WORKSHOP.
 2. CONTRACTOR SHALL VERIFY ALL MATERIALS AND METHODS OF CONSTRUCTION ARE IN ACCORDANCE WITH THE SPECIFICATIONS AND STANDARDS OF THE MANUFACTURER OF THE MATERIALS AND METHODS OF CONSTRUCTION. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BURNT CEDAR BEACH, FLORIDA. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BURNT CEDAR BEACH, FLORIDA. CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF BURNT CEDAR BEACH, FLORIDA.
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 4. INSTALL TYPED TUBING AND FITTINGS TO THE FOLLOWING SCHEDULE:
- | PLANT SIZE | QUANTITY | DESCRIPTION |
|---------------------|----------|---------------------|
| 1/2" POLYURETHANE | 24000' | 1/2" POLYURETHANE |
| 3/4" POLYURETHANE | 24000' | 3/4" POLYURETHANE |
| 1" POLYURETHANE | 24000' | 1" POLYURETHANE |
| 1 1/2" POLYURETHANE | 24000' | 1 1/2" POLYURETHANE |
| 2" POLYURETHANE | 24000' | 2" POLYURETHANE |
| 2 1/2" POLYURETHANE | 24000' | 2 1/2" POLYURETHANE |
| 3" POLYURETHANE | 24000' | 3" POLYURETHANE |
| 4" POLYURETHANE | 24000' | 4" POLYURETHANE |
| 5" POLYURETHANE | 24000' | 5" POLYURETHANE |
| 6" POLYURETHANE | 24000' | 6" POLYURETHANE |
| 8" POLYURETHANE | 24000' | 8" POLYURETHANE |
| 10" POLYURETHANE | 24000' | 10" POLYURETHANE |
| 12" POLYURETHANE | 24000' | 12" POLYURETHANE |
| 14" POLYURETHANE | 24000' | 14" POLYURETHANE |
| 16" POLYURETHANE | 24000' | 16" POLYURETHANE |
| 18" POLYURETHANE | 24000' | 18" POLYURETHANE |
| 20" POLYURETHANE | 24000' | 20" POLYURETHANE |
| 24" POLYURETHANE | 24000' | 24" POLYURETHANE |
| 30" POLYURETHANE | 24000' | 30" POLYURETHANE |
| 36" POLYURETHANE | 24000' | 36" POLYURETHANE |
| 42" POLYURETHANE | 24000' | 42" POLYURETHANE |
| 48" POLYURETHANE | 24000' | 48" POLYURETHANE |
| 54" POLYURETHANE | 24000' | 54" POLYURETHANE |
| 60" POLYURETHANE | 24000' | 60" POLYURETHANE |
| 72" POLYURETHANE | 24000' | 72" POLYURETHANE |
| 84" POLYURETHANE | 24000' | 84" POLYURETHANE |
| 96" POLYURETHANE | 24000' | 96" POLYURETHANE |
| 108" POLYURETHANE | 24000' | 108" POLYURETHANE |
| 120" POLYURETHANE | 24000' | 120" POLYURETHANE |
| 144" POLYURETHANE | 24000' | 144" POLYURETHANE |
| 168" POLYURETHANE | 24000' | 168" POLYURETHANE |
| 192" POLYURETHANE | 24000' | 192" POLYURETHANE |
| 216" POLYURETHANE | 24000' | 216" POLYURETHANE |
| 240" POLYURETHANE | 24000' | 240" POLYURETHANE |
| 270" POLYURETHANE | 24000' | 270" POLYURETHANE |
| 300" POLYURETHANE | 24000' | 300" POLYURETHANE |
| 360" POLYURETHANE | 24000' | 360" POLYURETHANE |
| 420" POLYURETHANE | 24000' | 420" POLYURETHANE |
| 480" POLYURETHANE | 24000' | 480" POLYURETHANE |
| 540" POLYURETHANE | 24000' | 540" POLYURETHANE |
| 600" POLYURETHANE | 24000' | 600" POLYURETHANE |
| 720" POLYURETHANE | 24000' | 720" POLYURETHANE |
| 840" POLYURETHANE | 24000' | 840" POLYURETHANE |
| 960" POLYURETHANE | 24000' | 960" POLYURETHANE |
| 1080" POLYURETHANE | 24000' | 1080" POLYURETHANE |
| 1200" POLYURETHANE | 24000' | 1200" POLYURETHANE |
| 1440" POLYURETHANE | 24000' | 1440" POLYURETHANE |
| 1680" POLYURETHANE | 24000' | 1680" POLYURETHANE |
| 1920" POLYURETHANE | 24000' | 1920" POLYURETHANE |
| 2160" POLYURETHANE | 24000' | 2160" POLYURETHANE |
| 2400" POLYURETHANE | 24000' | 2400" POLYURETHANE |
| 2700" POLYURETHANE | 24000' | 2700" POLYURETHANE |
| 3000" POLYURETHANE | 24000' | 3000" POLYURETHANE |
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| 4200" POLYURETHANE | 24000' | 4200" POLYURETHANE |
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| 8400" POLYURETHANE | 24000' | 8400" POLYURETHANE |
| 9600" POLYURETHANE | 24000' | 9600" POLYURETHANE |
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| 16800" POLYURETHANE | 24000' | 16800" POLYURETHANE |
| 19200" POLYURETHANE | 24000' | 19200" POLYURETHANE |
| 21600" POLYURETHANE | 24000' | 21600" POLYURETHANE |
| 24000" POLYURETHANE | 24000' | 24000" POLYURETHANE |

TWO-WIRE NOTES:

1. TWO-WIRE CABLE SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.
2. TWO-WIRE CABLE SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.
3. TWO-WIRE CABLE SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.
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46. TWO-WIRE CABLE SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.
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54. TWO-WIRE CABLE SHALL BE INSTALLED IN ACCORDANCE WITH THE MANUFACTURER'S INSTRUCTIONS.
55. TWO-WIRE

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Contract
DESIGNWORKSHOP

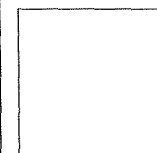


PLEASE RECYCLE

Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20 018 10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



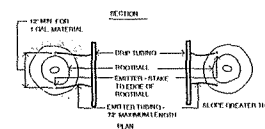
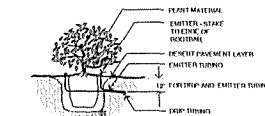
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REV.	DATE	REVISIONS	DESCRIPTION

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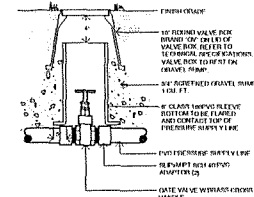
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Sheet No:

LI.02

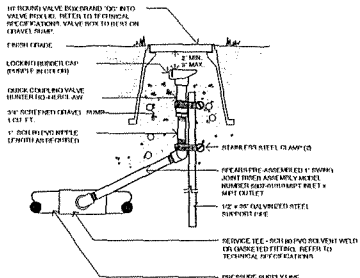


NOTE: INSTALL EMITTERS TO THE POINTS OF INSTALLATION. EMITTERS ARE TO BE INSTALLED TO THE DEPTH OF 1" ABOVE THE 1" DIA. VALVE. THE 1" DIA. VALVE IS TO BE INSTALLED TO THE DEPTH OF 1" ABOVE THE 1" DIA. VALVE. THE 1" DIA. VALVE IS TO BE INSTALLED TO THE DEPTH OF 1" ABOVE THE 1" DIA. VALVE.

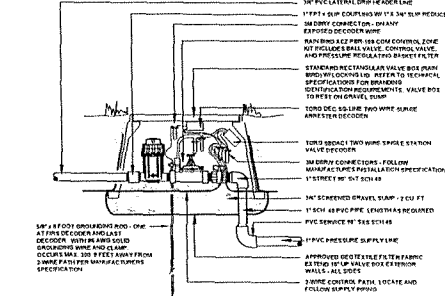
4 DRIP EMITTER - SHRUB
NTS



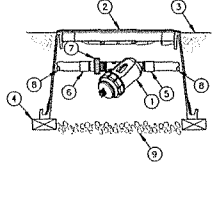
3 GATE VALVE
NTS



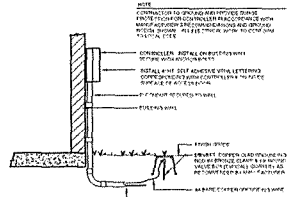
2 QUICK COUPLING VALVE
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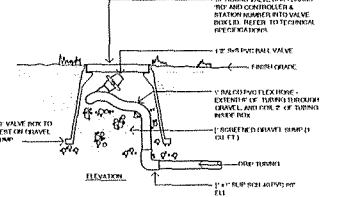
1 DRIP VALVE ASSEMBLY
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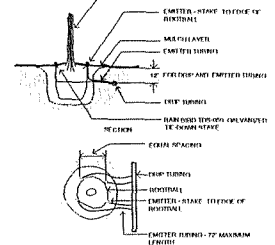
8 DISK FILTER
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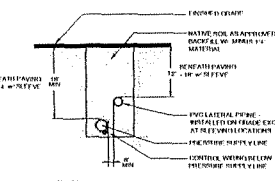
7 WALL MOUNTED CONTROLLER
NTS



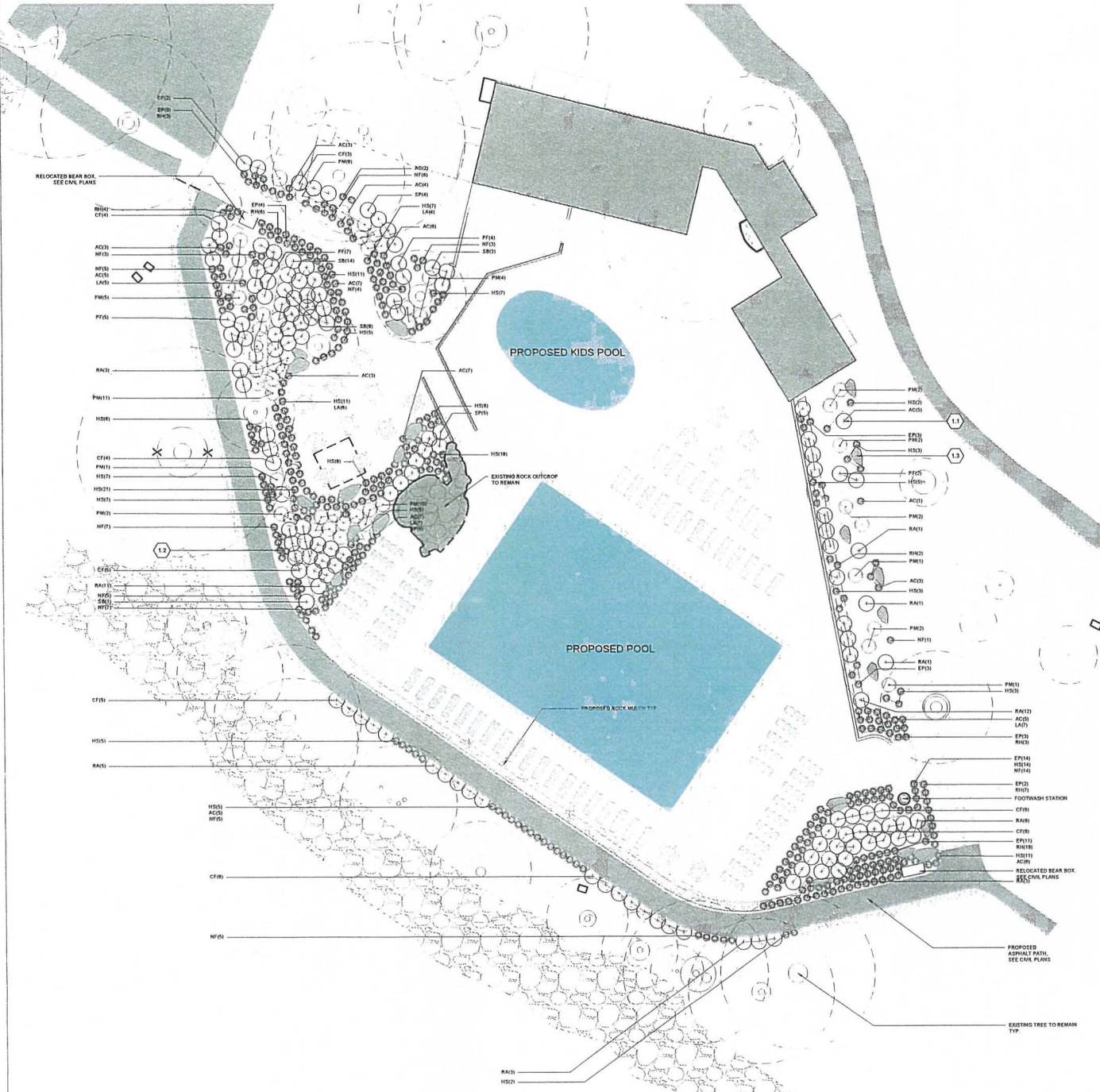
6 DRIP BLOW OUT STUB
NTS



5 DRIP EMITTER - TREE
NTS



9 TRENCHING
NTS



LANDSCAPE PLANTING NOTES

- Refer to Civil Engineer's utility and grading and drainage plans as required. If actual site conditions vary from what is shown on the plans, contact the Landscape Architect for direction as to how to proceed.
- Verify locations of proposed site improvements to be included under other sections. If any part of this plan cannot be followed due to site conditions, contact Landscape Architect for direction prior to commencing work.
- Exact locations of plant materials shall be approved by the Landscape Architect to be placed prior to installation. There is an allowance for proposed planting for the reason: Landscape Architect reserves the right to adjust plants to exact location in field.
- Verify plant codes and species. Quantities are provided as a guide. Obtaination only. If quantities are not listed, obtain quantities from project. The Contractor bears full responsibility for this work and disposes of damage to utilities and existing landscape that is required to complete the proposed work.
- Plants are to be installed in a timely manner and not to be installed in a manner that causes damage to existing landscape. The Contractor bears full responsibility for this work and disposes of damage to utilities and existing landscape that is required to complete the proposed work.
- Topsoil shall have some texture to finished grade and 6 inches to existing in place of growth. However, at no point shall it be less than 1 inch above adjacent finish grade.
- Trees shall be planted a minimum of 18 feet from face of building and a minimum of 12 inches from edge of pavement, except as approved by Landscape Architect.
- Shrubs shall be planted a minimum of 12 feet from face of building and a minimum of 12 inches from edge of pavement, except as approved by Landscape Architect.
- All other plant, perennials, grasses, groundcover, annuals shall be planted a minimum of 12 inches from face of building and a minimum of 6 inches from edge of pavement, except as approved by Landscape Architect.
- Provide matching forms and sizes for plant materials within each species and size designated on the drawings.
- Plant materials shall be installed as directed by Landscape Architect.
- Final grades of planting areas and slopes shall be built and installed smoothly and evenly with adequate grading, providing positive drainage. Sloped cut edges shall be provided at planting areas to prevent soil erosion. Final grades shall be installed to allow for such installation.
- Provide specified mulch surface treatment for planting areas. Surface treatment for disturbed areas during construction to match conditions prior to disturbance.

IRRIGATION NOTE

A combination of adapted water, drought resistant plant material and an efficient irrigation system is proposed for this project. An automatic controller with multiple functions will be used to operate different pressure zones and moderate the rate of application of water on a zone by zone basis. Main services will include the operation of the system and shut off during natural rain events. Drip irrigation around trees, shrubs, and perennials will be used to minimize evaporation losses. Overhead sprinklers will only be used for turf areas. Final system has been prepared with similar water requirements on common zones to match precipitation levels and amounts.

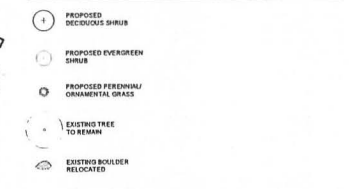
DEFENSIBLE SPACE

Existing and proposed defensible space surrounding structures in accordance with the 2018 International Wildland-Urban Interface Code (IWUIC) with amendments in RLTPD Resolutions 18.1 and 18.2. A defensible space boundary is required for parcels with vegetation between structures and wildland vegetation. 20 feet must exist during the inspection must be corrected prior to permit closure. Contact an RLTPD inspector at (775) 833-9187 to schedule an appointment.

PLANT LIST

ABBV.	QTY.	BOTANICAL NAME	COMMON NAME	TYPE	SPEC.
SHRUBS					
CF	52	Comus Sibirica	Red Tails Dogwood	5 gal	48" O.C.
RA	51	Rhus aromatica 'Crispa'	Glossy Sumac	5 gal	36" O.C.
FM	48	Flax lily	Mega Flax	5 gal	36" O.C.
PF	13	Parthenocarpus 'Mikolajowski'	Abnormal Parasitism	5 gal	36" O.C.
SP	9	Salix purpurea 'Mare'	Dwarf Arched Willow	5 gal	48" O.C.
SB	26	Spiraea X 'Bonnie Anthony Master'	Anthony Wilkes Spiraea	5 gal	48" O.C.
PERENNIALS / ORNAMENTAL GRASSES					
AC	78	Asplenium platyneuron	Rocky Mountain Columbine	1 gal	24" O.C.
EP	43	Echinacea purpurea	Purple Cone Flower	1 gal	24" O.C.
HS	141	Helianthus scaberrimus	Blue Owl Grass	1 gal	24" O.C.
LA	24	Limonium sp. 'Limonium'	English Lavender	1 gal	24" O.C.
NF	88	Nyctaginia 'Black Star'	Columbian White Root	1 gal	24" O.C.
RI	42	Rubus odoratus	Black-Eyed Susan	1 gal	24" O.C.

PLANTING LEGEND



SITE KEYNOTES:

	DETAIL SHEET	RELATED DETAILS	SPEC. SECTION
9.0	PLANTING AND LANDSCAPE		
9.1	Shrub Planting	1/18.02	3/18.02 000000
9.2	Perennial Planting	2/18.02	3/18.02 000000
9.3	Boulder in Landscape	3/18.02	12/18.02 000000



225 South Arlington Avenue,
Suite A
Reno NV, 89501
phone: 775.857.2949
fax: 775.857.2923
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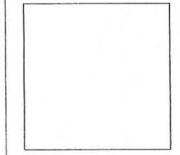


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PLEASE RECYCLE
Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20.018.10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



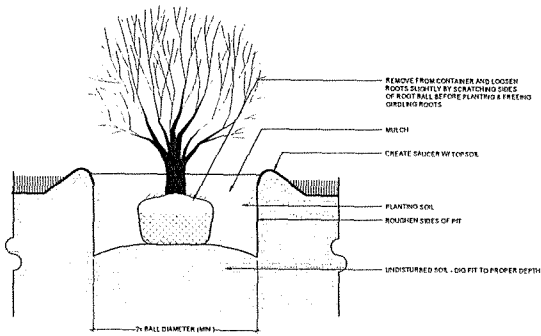
REV	DATE	REVISIONS	DESCRIPTION

Sheet Title
PLANTING PLAN

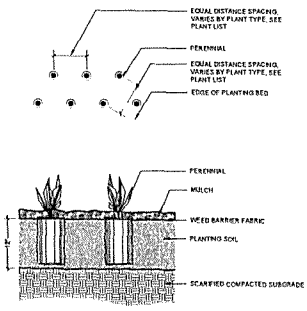
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Sheet No:

LP.01

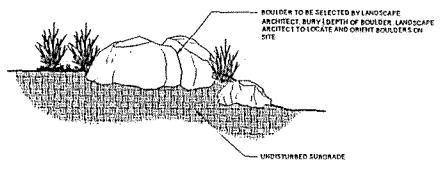




1 SHRUB PLANTING
NOT TO SCALE



2 PERENNIAL GRASS PLANTING
NOT TO SCALE



3 BOULDER IN LANDSCAPE
NOT TO SCALE



tsk

225 South Arlington Avenue,
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fax: 775 857 2403
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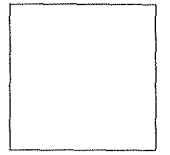


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Project
**BURNT CEDAR
BEACH - POOL
RECONSTRUCTION**
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20 018 10

Owner
**INCLINE VILLAGE
GENERAL
IMPROVEMENT
DISTRICT**



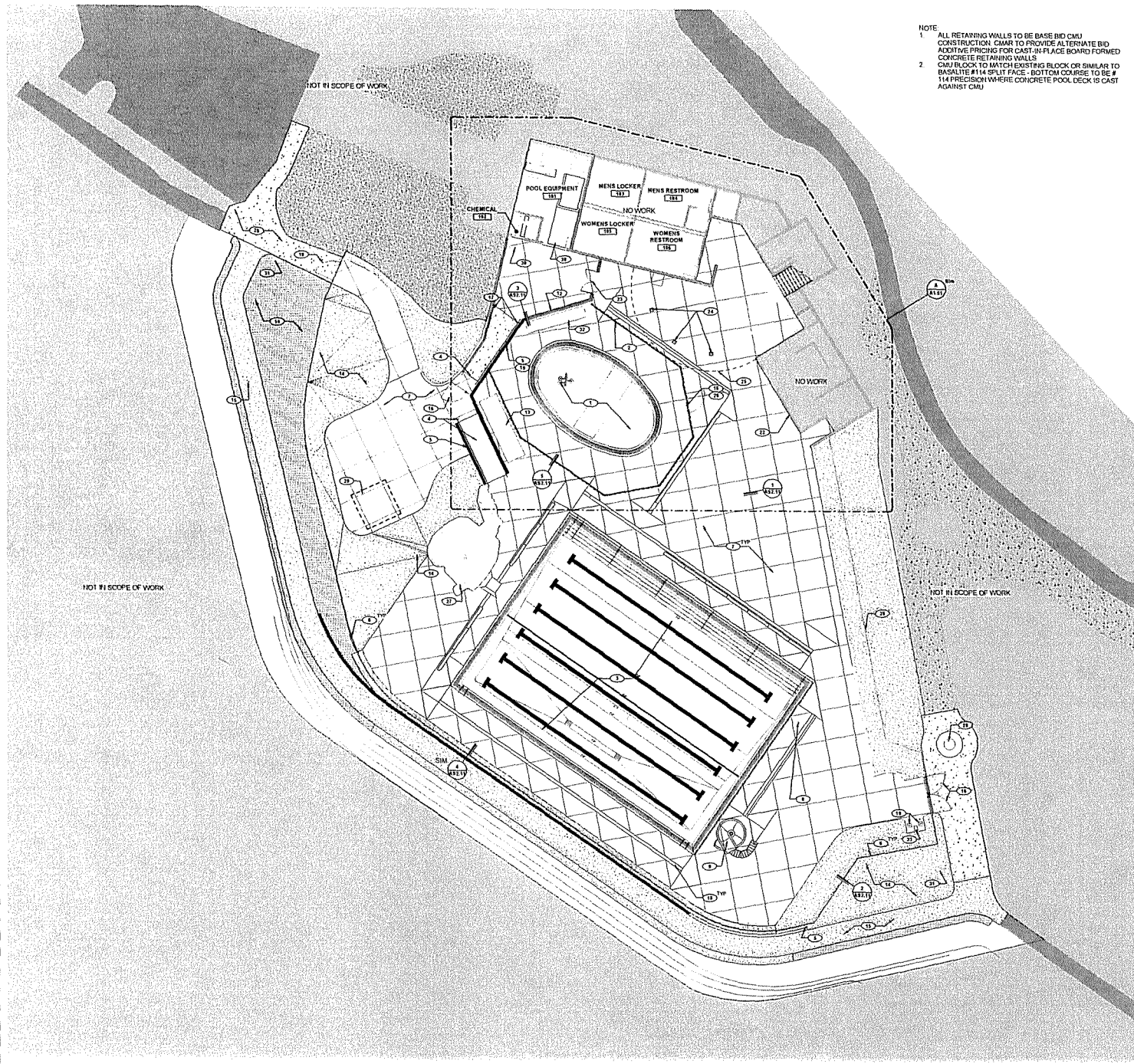
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REV	DATE	REVISIONS	DESCRIPTION

Sheet Title
**PLANTING
DETAILS**

Date: March 12, 2021
Sheet No:

LP.02



NOTE
 1 ALL RETAINING WALLS TO BE BASE BID CMU CONSTRUCTION. CMAR TO PROVIDE ALTERNATE BID ADDITIVE PRICING FOR CAST-IN-PLACE BOARD FORMED CONCRETE RETAINING WALLS.
 2 CMU BLOCK TO MATCH EXISTING BLOCK OR SIMILAR TO BASALTITE #14 SPLIT FACE. BOTTOM COURSE TO BE # 114 PRECISION WHERE CONCRETE POOL DECK IS CAST AGAINST CMU.

GENERAL NOTES
 1 SEE CONSTRUCTION FOR ADDITIONAL INFORMATION.
 2 SEE ANNOTATED DRAWINGS FOR ADDITIONAL INFORMATION.
 3 SEE POOL DESIGN DRAWINGS FOR ADDITIONAL INFORMATION.
 4 SEE STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION.
 5 SEE ALL DIMENSIONS FOR ADDITIONAL INFORMATION.

- KEYNOTES**
- 1 NEW WADING POOL. SEE POOL DESIGN DRAWINGS.
 - 2 NEW WADING POOL. SECURE FENCE/SCREENER. SEE ENLARGED PLAN AND DETAILS.
 - 3 NEW SWIMMING POOL. SEE POOL DESIGN DRAWINGS.
 - 4 NEW RAMP AND HANDRAILS TO LIFECAGE OWNER IS REQUIRED. SEE DETAILS.
 - 5 NEW RETAINING WALLS. SEE DETAILS.
 - 6 NEW # 4 FENCE TO BE INSTALLED. SEE PLANS/DETAILS/SECTION.
 - 7 CAST IN PLACE POOL DECK WITH REINFORCED FLOOR FINISH AND REVEALS SWI-CUT FINISH. BID ALTERNATE DECK BY WEAR POOL FINISH AND COLOR FINISH. SEE TYPICAL SECTION FOR JOINTS.
 - 8 POOL DECK. SEE POOL POWER AND REMOVABLES. SEE POOL DESIGN DRAWINGS.
 - 9 POOL SLIDE. SALVAGE IF POSSIBLE. SEE POOL DESIGN DRAWINGS.
 - 10 NEW POOL FOOT WASH AND BOTTLE FILLER. SEE PLUMBING DRAWINGS.
 - 11 NEW RAMP OFF SHOWER. SEE PLUMBING DRAWINGS.
 - 12 NEW CMU SCREEN WALL. BOARD FORM FINISH. SEE # 114 PRECISION (SEE STRUCTURAL DRAWINGS).
 - 13 LOCATION OF POOL TRAP PACK. SEE POOL DESIGN DRAWINGS.
 - 14 LANDSCAPE. SEE LANDSCAPE DRAWINGS.
 - 15 NEW # 4 CONNECTION PATHWAY BID ALTERNATE # 1 FILL. SEE CIVIL AND LANDSCAPE DRAWINGS.
 - 16 # 4. IF DAMAGED, SELF CLOSING AND LATCHING.
 - 17 REMOVE EXISTING AND REINSTALL TO EXISTING.
 - 18 NEW TRENCH DRAIN. SEE POOL DESIGN DRAWINGS.
 - 19 NEW # 4 FENCE TO BE INSTALLED. SEE PLANS/DETAILS/SECTION.
 - 20 REMOVE TRAP REVISION SERVICE DECK. SEE POOL DESIGN DRAWINGS.
 - 21 NEW # 4 FENCE TO BE INSTALLED. PER INTERFERENCES. SEE PLUMBING DRAWINGS.
 - 22 NEW CONCRETE MOUNTED PLATE. SEE # 114 INFORMATION ON PLATE DESIGN.
 - 23 NEW 8'-0" x 6'-0" CONCRETE DATE MATCH WITH PERIMETER FENCE.
 - 24 EXISTING COLUMNS.
 - 25 LINE OF DECK ABOVE.
 - 26 NEW AND EXISTING FENCE TO BE INSTALLED.
 - 27 PROTECT IN PLACE PORTION OF ROULDER. AS DIRECTED BY OWNER.
 - 28 CONCRETE FERRULES TO BE REPLACED.
 - 29 EXISTING TREES TO REMAIN. PROTECT IN PLACE.
 - 30 EXISTING DOORS TO REMAIN. PROTECT IN PLACE AND REPAIR.
 - 31 CHANGE BEAR HOOT AND MOVE.
 - 32 LOCATION OF WADING POOL TRAP PACK. SEE POOL DESIGN DRAWINGS.
 - 33 SELF OFF AND DRAIN YARD BOX. SEE PLUMBING DRAWINGS.



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Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No. 20 018 10
 Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

ISSUED FOR CONSTRUCTION

REV	DATE	DESCRIPTION
7	3/20/21	AMENDMENT 7

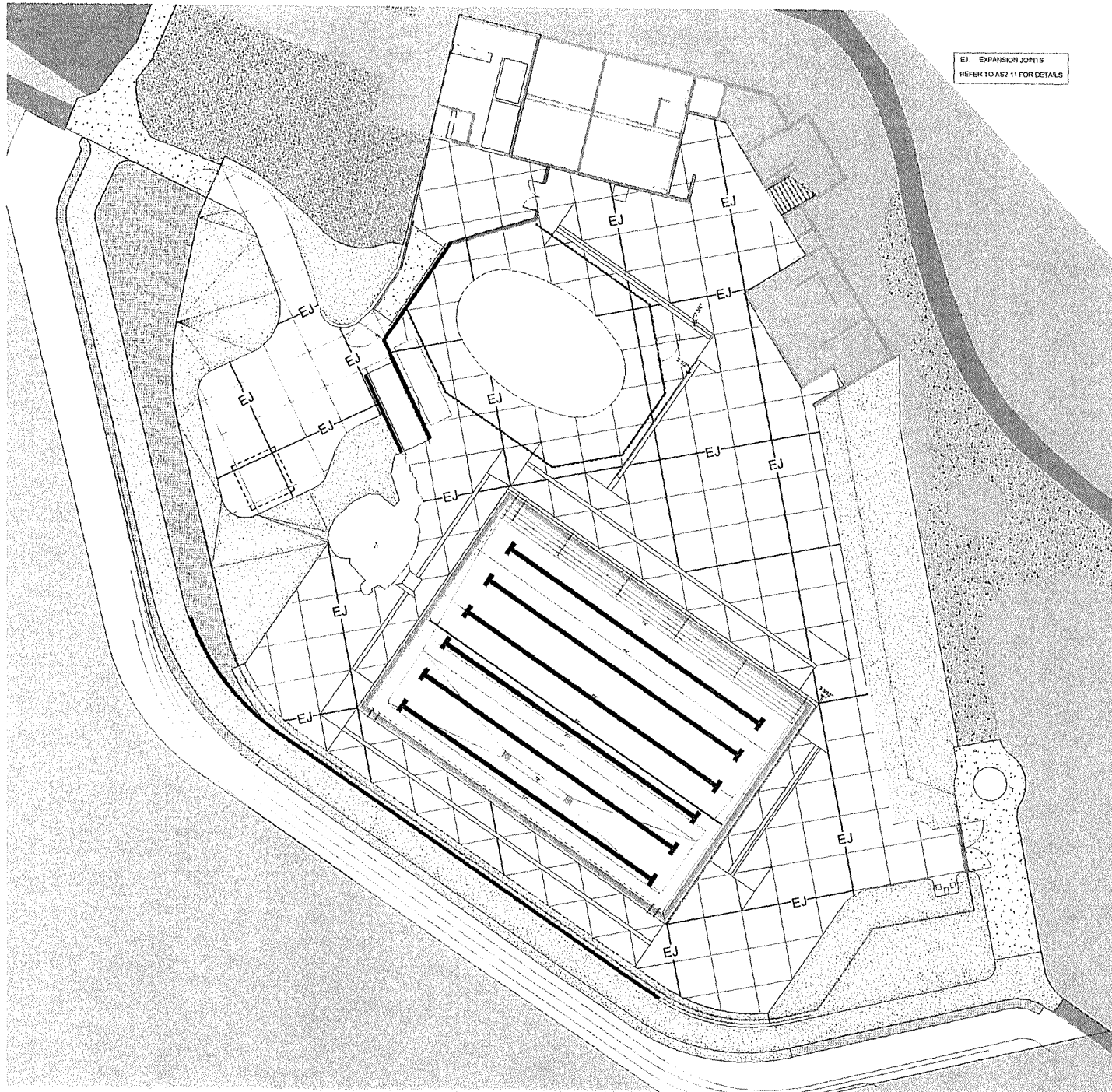
Sheet Title
OVERALL SITE PLAN

Date: May 3, 2021
 Sheet No.

AS1.01

OVERALL SITE PLAN
 SCALE: 1" = 10'-0"





EJ EXPANSION JOINTS
REFER TO AS2.11 FOR DETAILS

1 CONTROL JOINT PLAN
SCALE: 1/4" = 1'-0"

GENERAL NOTES

KEYNOTES

tsk
314 South Water Street,
Suite 100
Henderson, NV 89015
phone: 702 456 3000 fax: 702 896 6209
www.tsk.com



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BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20016.10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

ISSUED FOR CONSTRUCTION

REV	DATE	DESCRIPTION
1	3/30/21	ADDENDUM 1

Sheet Title
CONTROL JOINT PLAN

Date: May 3, 2021
Sheet No:

AS1.02



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BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd.
Incline Village, NV 89451

Job No: 20018.10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

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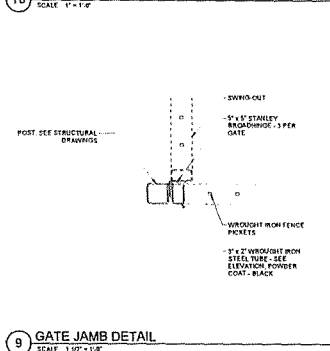
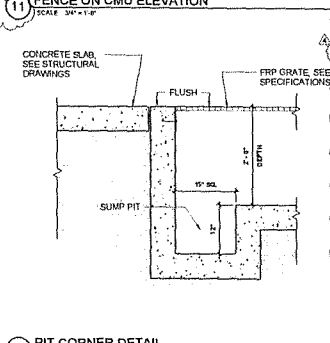
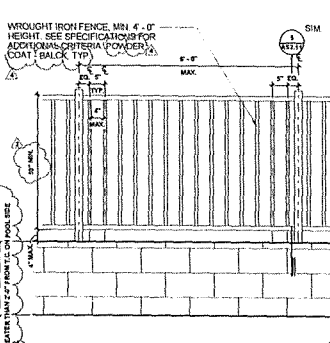
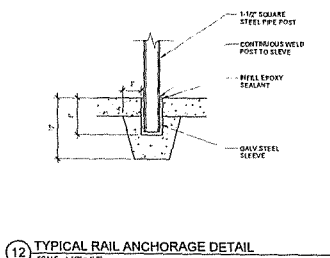
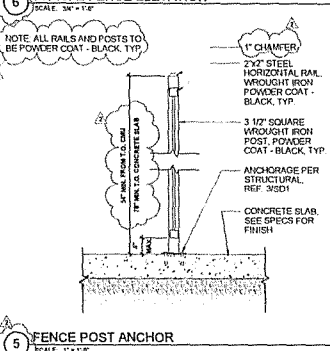
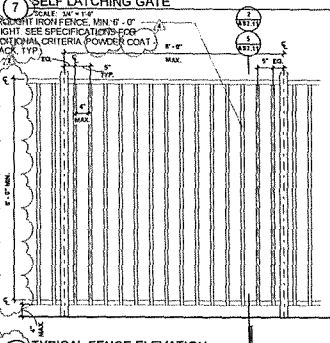
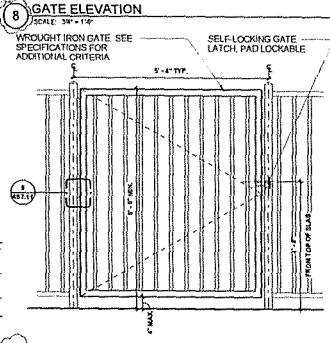
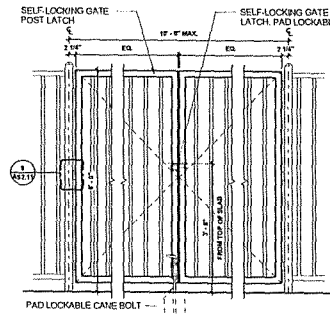
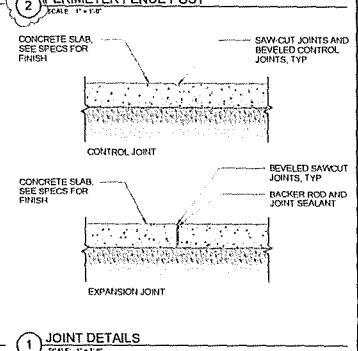
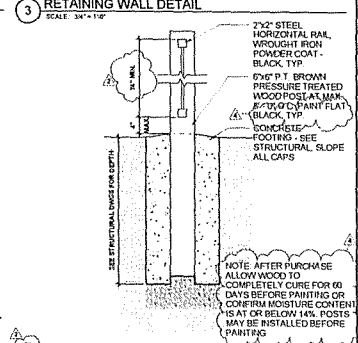
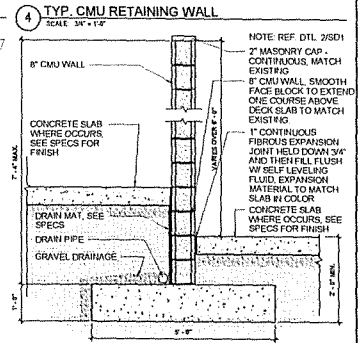
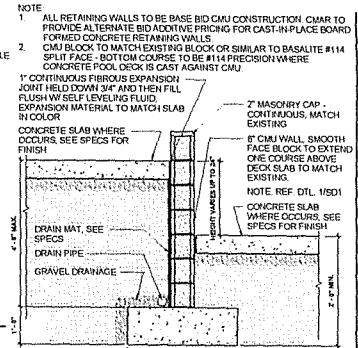
REV.	DATE	DESCRIPTION
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2	05/07/21	ADD DIMENSIONS
3	05/07/21	ADD DIMENSIONS

Sheet Title

SITE DETAILS

Date: May 3, 2021
Sheet No.

AS2.11



NOTE
1. ALL RETAINING WALLS TO BE BASE BID CMU CONSTRUCTION. CMUR TO PROVIDE ALTERNATE BID ADDITIVE PRICING FOR CAST-IN-PLACE BOND FORMED CONCRETE RETAINING WALLS.
2. CMU BLOCK TO MATCH EXISTING BLOCK OR SIMILAR TO BASALITE #114 SPLIT FACE - BOTTOM COURSE TO BE #114 PRECISION WHERE CONCRETE POOL DECK IS CAST AGAINST CMU.
3. 1\"/>

NOTE REF. DTL. 115D1
CONCRETE SLAB WHERE OCCURS, SEE SPECS FOR FINISH

NOTE REF. DTL. 115D1
2\"/>

NOTE ALL RAILS AND POSTS TO BE POWDER COAT - BLACK, TYP.

NOTE AFTER PURCHASE ALLOW WOOD TO COMPLETELY CURE FOR 60 DAYS BEFORE PAINTING OR CONFIRM MOISTURE CONTENT IS AT OR BELOW 14%. POSTS MAY BE INSTALLED BEFORE PAINTING.

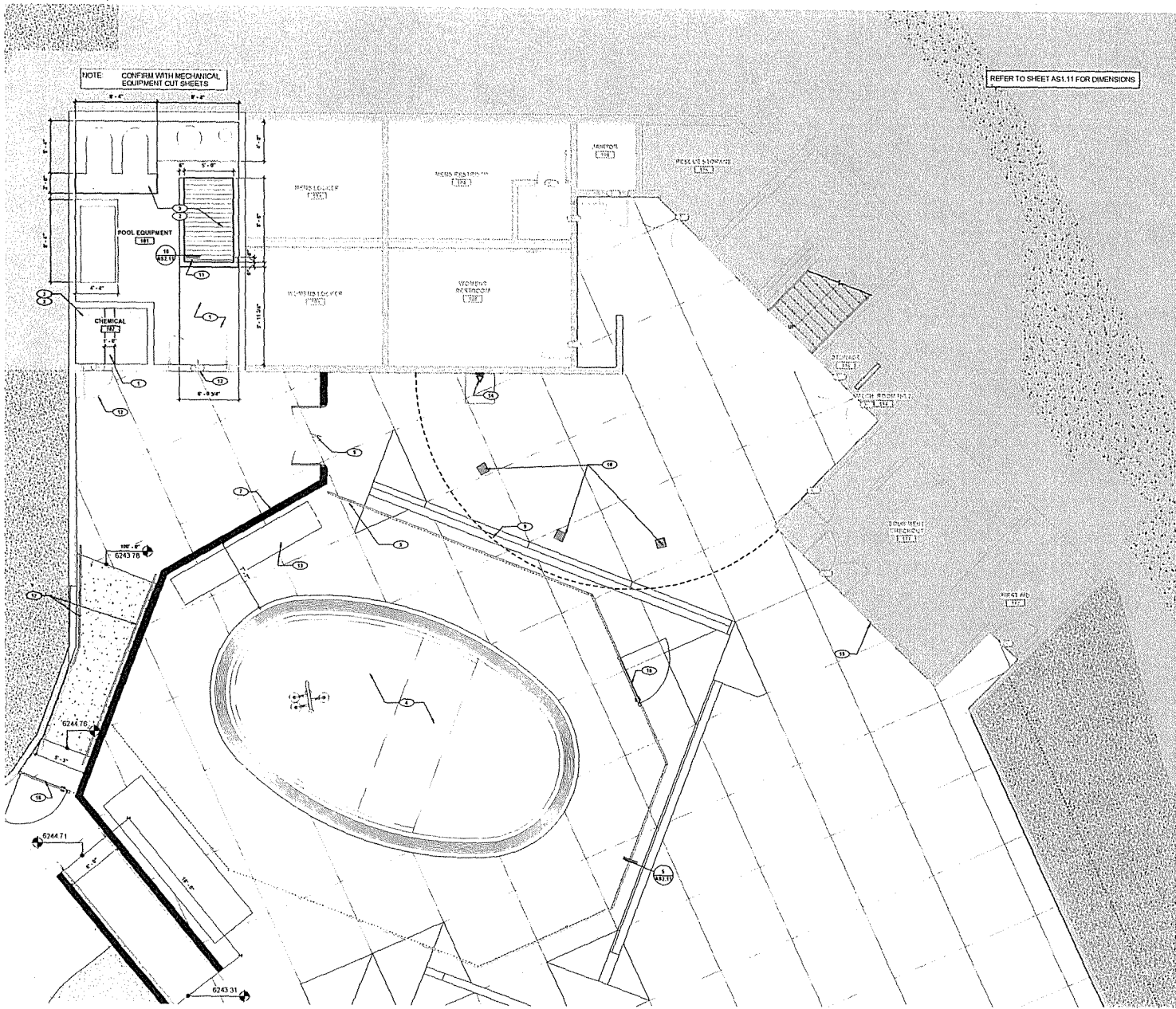
WROUGHT IRON FENCE, MIN. 4\"/>

CONCRETE SLAB, SEE STRUCTURAL DRAWINGS

NOTE ALL RAILS AND POSTS TO BE POWDER COAT - BLACK, TYP.

NOTE ALL RAILS AND POSTS TO BE POWDER COAT - BLACK, TYP.

NOTE AFTER PURCHASE ALLOW WOOD TO COMPLETELY CURE FOR 60 DAYS BEFORE PAINTING OR CONFIRM MOISTURE CONTENT IS AT OR BELOW 14%. POSTS MAY BE INSTALLED BEFORE PAINTING.



A LOWER LEVEL FLOOR PLAN
SCALE: 1/8" = 1'-0"

GENERAL NOTES

- 1 ALL DIMENSIONS ARE TO CENTERLINE UNLESS OTHERWISE NOTED.
- 2 SEE POOL DESIGN, STRUCTURAL, MECHANICAL, PLUMBING AND ELECTRICAL DRAWINGS FOR ADDITIONAL WORK NOT SHOWN ON THIS DRAWING.
- 3 ALL EQUIPMENT (D.F. 01 AND C.F. 11) SHALL COMPLY WITH ACCESSIBILITY REQUIREMENTS.

KEYNOTES

- 1 NEW CONCRETE FLOOR
- 2 NEW CONCRETE EQUIPMENT PAD AND RECESSED PIT. SEE STRUCTURAL DRAWINGS
- 3 BALANCED EQUIPMENT. SEE MECHANICAL AND POOL DESIGN DRAWINGS
- 4 NEW WADING POOL. SEE POOL DESIGN DRAWINGS
- 5 NEW WADING POOL SEQUE ENCLOSURE. SEE ENLARGED PLAN AND DETAILS
- 6 NEW HAND AND HANDRAILS TO FENCE. SEE DETAILS
- 7 NEW CONCRETE WALLS 16" FRESH WEIGHT. SEE STRUCTURAL DRAWINGS
- 8 NEW 4" IF DOUBLE GATE TO MATCH EXISTING PERIMETER FENCE
- 9 LINE OF DECK ABOVE
- 10 EXISTING COLUMNS
- 11 REMOVE 4" x 4" IF FOR WADING POOL. SEE W.P. DRAWINGS
- 12 EXISTING DOORS TO REMAIN. PROTECT IN PLACE AND REPAIR
- 13 10" O.D. 1/2" HEAVY COOLER RIG
- 14 NEW SINKER AND AREA DRAIN PER PLUMBING DRAWINGS
- 15 MAX OCCUPANCY SIGN TO BE PLACED ON EXTERIOR WALL. SEE DETAIL (SHEET 01)
- 16 16" IF GATE, STEEL CLOSING AND LATCHING
- 17 REMOVE EXISTING AND REINSTALL TO NEW HEIGHTS

GENERAL NOTES

REFER TO SHEET ASI-11 FOR DIMENSIONS

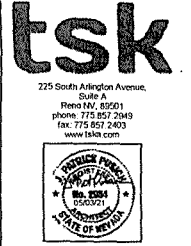
NOTE: CONFIRM WITH MECHANICAL EQUIPMENT CUT SHEETS

ISSUED FOR CONSTRUCTION

REV	DATE	REVISIONS	DESCRIPTION

Sheet Title
LOWER LEVEL FLOOR PLAN

Date: May 3, 2021
Sheet No:



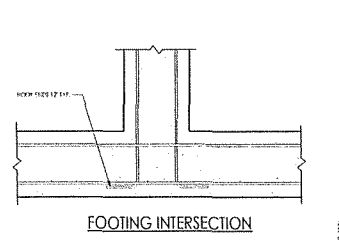
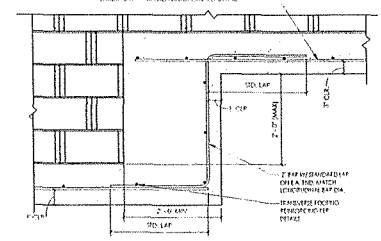
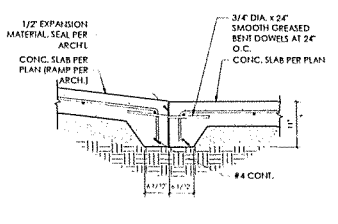
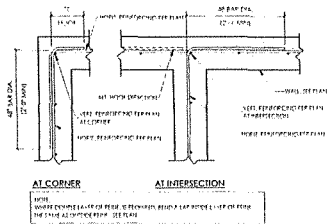
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Project:
BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd, Incline Village, NV 89451

Job No: 20.018.10
Owner:
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

A1.01

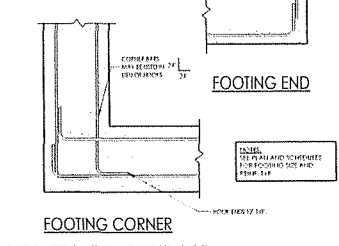
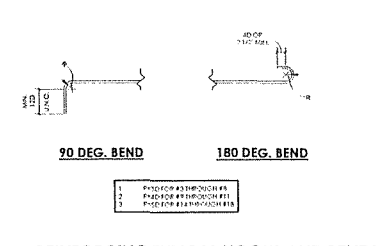
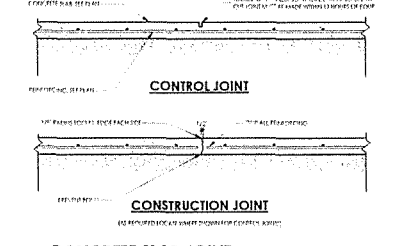
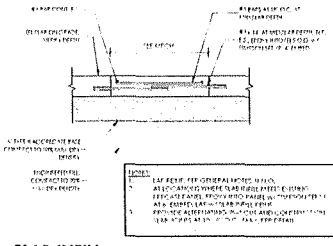


13) TYP. CORNER REINFORCING 12" x 12"

9) RAMP TOP & BOT. SECTION 12" x 12"

4) TYP. FOUNDATION STEP w/ CMU 12" x 12"

FOOTING INTERSECTION 12" x 12"

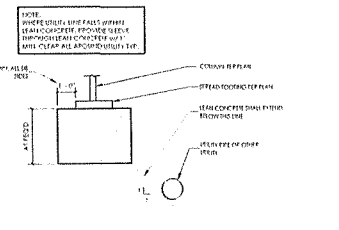
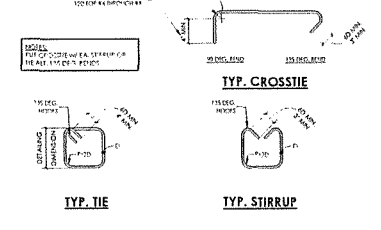
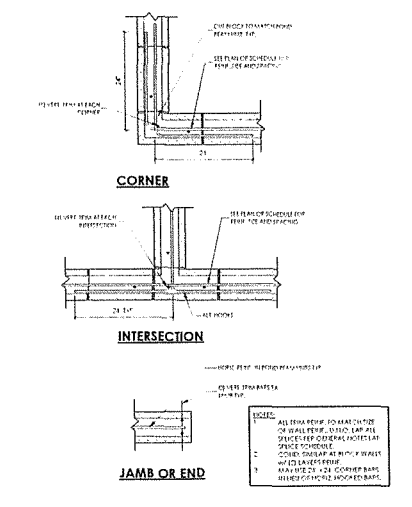


14) SLAB INFILL 12" x 12"

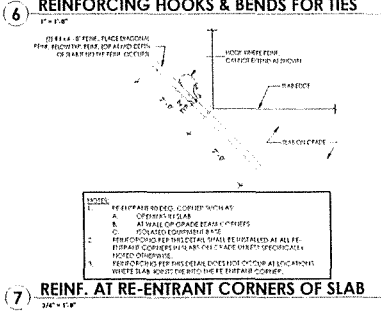
10) CONCRETE SLAB JOINT 12" x 12"

5) REINFORCING TYPICAL HOOKS AND BENDS 12" x 12"

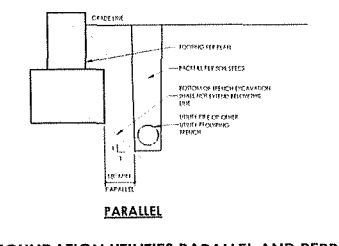
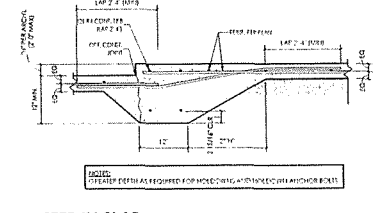
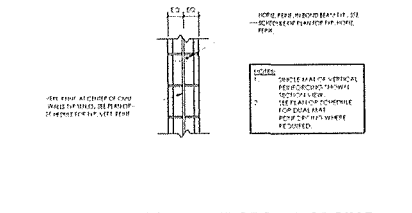
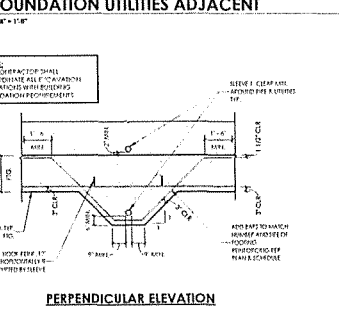
1) CONC. FTG. TYP. REINF. LAP 12" x 12"



11) CMU TYP. CORNER AND JAMB REINF. 12" x 12"



7) REINF. AT RE-ENTRANT CORNERS OF SLAB 12" x 12"



12) CMU TYP. PLACEMENT OF REINFORCING 12" x 12"

8) STEP IN SLAB 12" x 12"

3) FOUNDATION UTILITIES PARALLEL AND PERP. 12" x 12"

tsk
 225 South Arlington Avenue
 Reno NV, 89501
 phone: 775.857.2040
 fax: 775.857.2403
 www.tsk.com



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 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No: 20-018-10
 Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

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REV#	DATE	REVISIONS DESCRIPTION

Sheet Title
TYP. STRUCTURAL DETAILS

Date: March 12, 2021
 Sheet No.

S0.1

tsk

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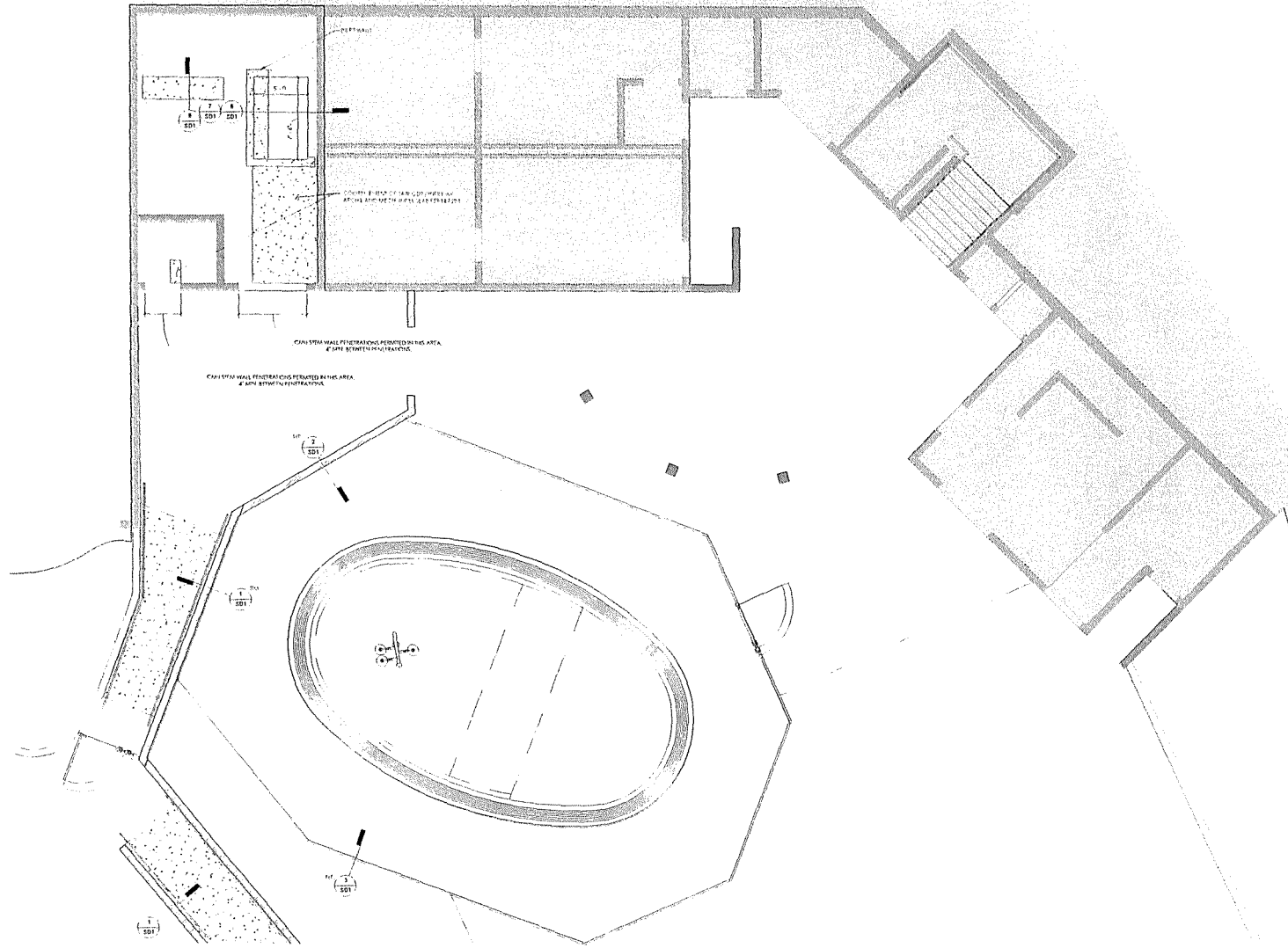
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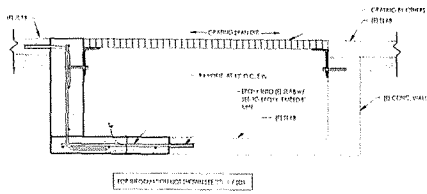
REV	DATE	REVISIONS DESCRIPTION

Sheet Title
ENLARGED STRUCTURAL SITE PLAN

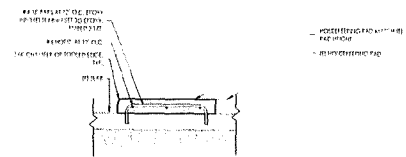
Date: March 12, 2021
 Sheet No.

S2

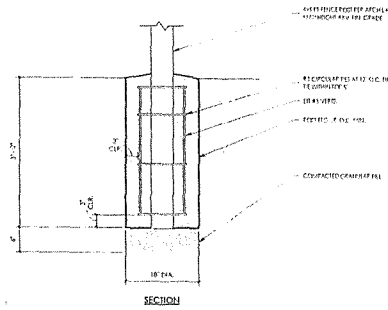




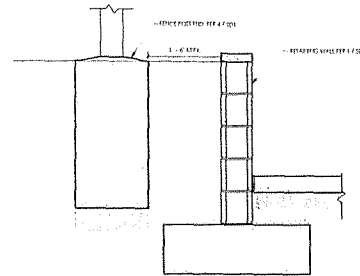
(7) MECH. PIT
1'-0"



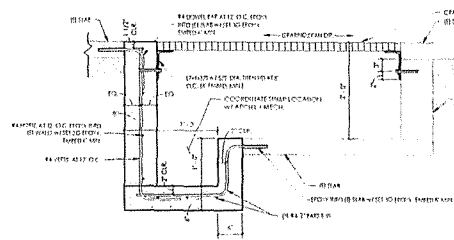
(8) HOUSEKEEPING PAD
1'-0"



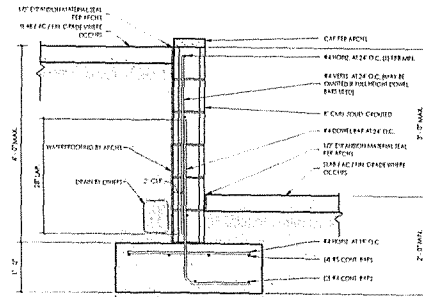
(4) TYP. FENCE POST FND.
1'-0"



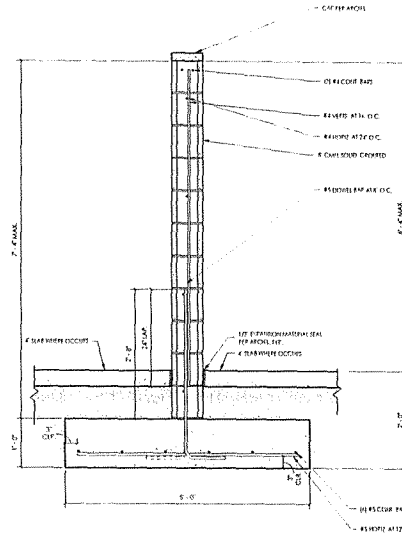
(5) FENCE AT RETAINING WALL
1'-0"



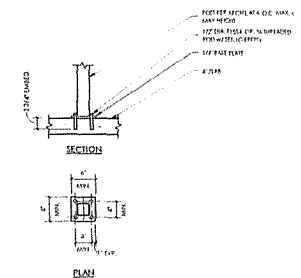
(6) MECH. PIT
1'-0"



(1) TYP. CMU RETAINING WALL
1'-0"



(2) CMU SCREEN WALL
1'-0"



(3) POOL FENCING ANCHORS
1'-0"

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REV	DATE	REVISION	DESCRIPTION

Sheet Title
STRUCTURAL DETAILS

Date: March 12, 2021
Sheet No

SD1

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DESIGN GROUP
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AquaticDesignGroup.com
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REV	DATE	REVISIONS	DESCRIPTION
1	3/20/21	APPENDUM 2	
2	4/8/21	APPENDUM 3	
4	4/20/21	PLAN CHECK CORRECTIONS	

Sheet Title
SITE PLAN

Date: February 10, 2021
Sheet No:

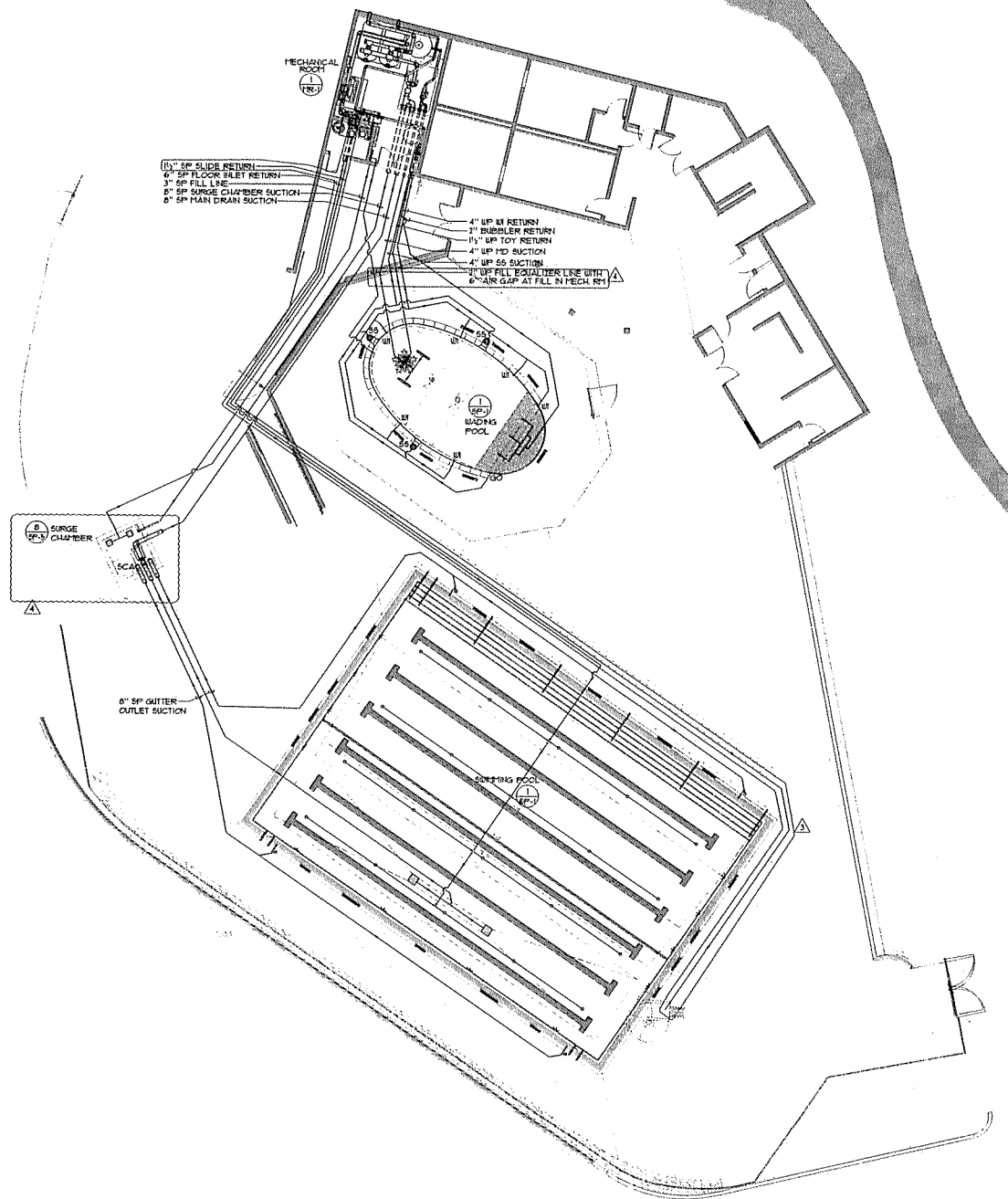
SP-0

SWIMMING POOL DATA

SURFACE AREA	•	3,500 SQ. FT.
PERIMETER	•	254 FT.
DEPTH	•	3'-6" TO 1'-3"
VOLUME	•	146,668 GAL.
4 HR TURNOVER	•	611 GPM

WADING POOL DATA

SURFACE AREA	•	565 SQ. FT.
PERIMETER	•	85 FT.
DEPTH	•	0'-0" TO 1'-6"
VOLUME	•	437 GAL.
30 MIN TURNOVER	•	164 GPM



SITE PLAN

1/4" = 1'-0"

1



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REV#	DATE	DESCRIPTION
1	1/20/21	ASSEMBLING

Sheet Title
SWIMMING POOL LAYOUT PLAN

Date February 10, 2021
Sheet No.

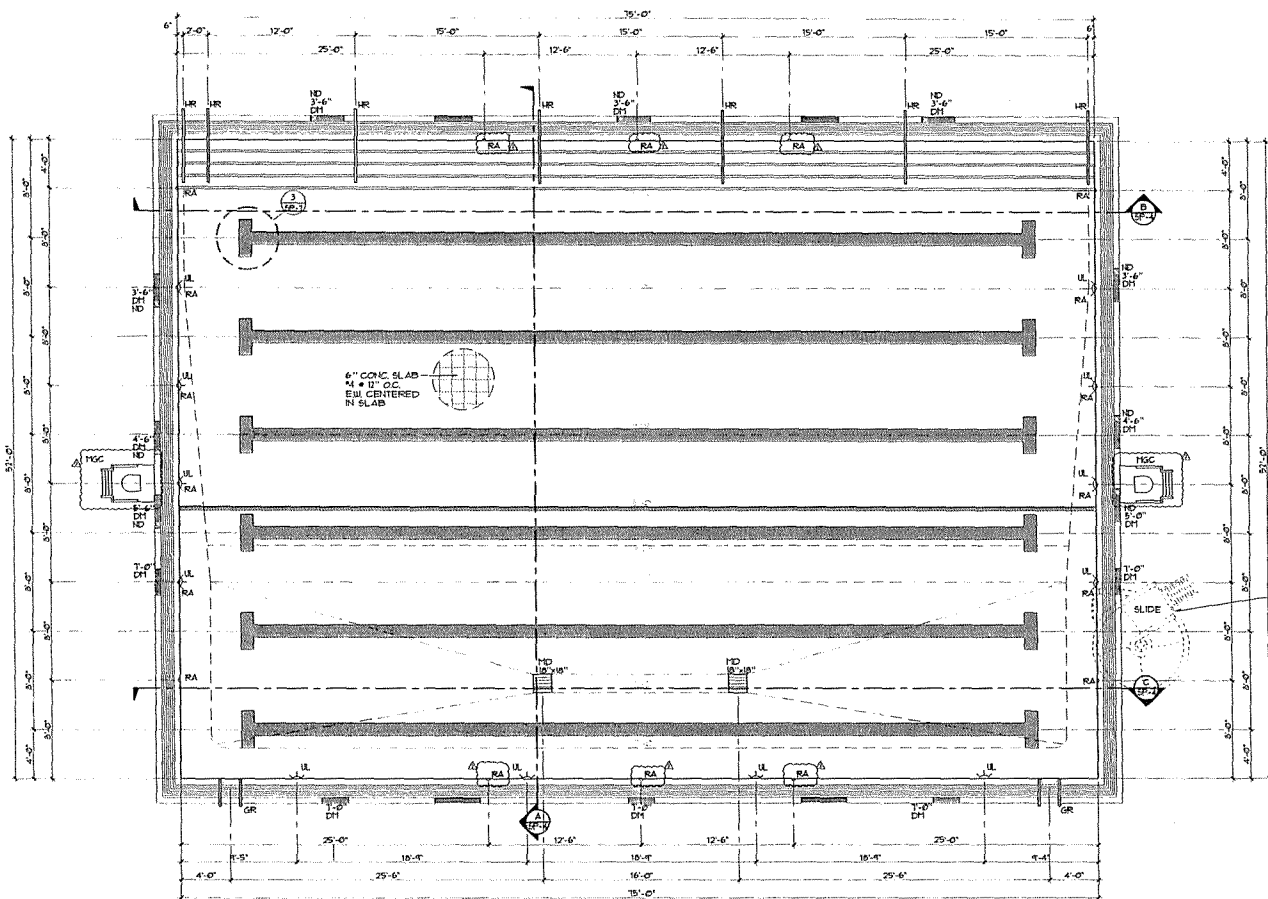


SWIMMING POOL DATA

SURFACE AREA	•	3,900 SQ. FT.
PERIMETER	•	294 FT.
DEPTH	•	0'-0" TO 1'-3"
VOLUME	•	146,668 GAL.
4 HR TURNOVER	•	69 GPM

LEGEND

HR	•	HANDRAIL	(3) (SP-5)
DM	•	DEPTH MARKER	(2) (SP-1)
ND	•	NO DIVING SYMBOL	(5-16) (SP-3)
NR	•	NO RUNNING	(5) (SP-1)
GR	•	GRABRAIL	(1) (SP-3)
AL	•	ACCESSIBLE LIFT	(1) (SP-8)
RA	•	ROPE ANCHOR	(6) (SP-4)
MD	•	MAIN DRAIN	(1) (SP-8)
UL	•	UNDERWATER LIGHT	(4) (SP-3)
MGC	•	MOVEABLE GUARD CHAIR	(1) (SP-1)



RELOCATE EXISTING 'OR SPITHY' SLIDE AND OBTAIN NEW BASE KIT AND GASKETS FROM MANUFACTURER

SWIMMING POOL LAYOUT PLAN 1/4" = 1'-0"



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89451

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REV#	DATE	DESCRIPTION
1	1/10/20	ISSUE FOR PERMITS
2	1/10/20	ISSUE FOR PERMITS
3	1/10/20	ISSUE FOR PERMITS
4	1/10/20	ISSUE FOR PERMITS

Sheet Title
SWIMMING POOL LAYOUT PLAN

Date: February 10, 2021
Sheet No:

SP-2

LEGEND

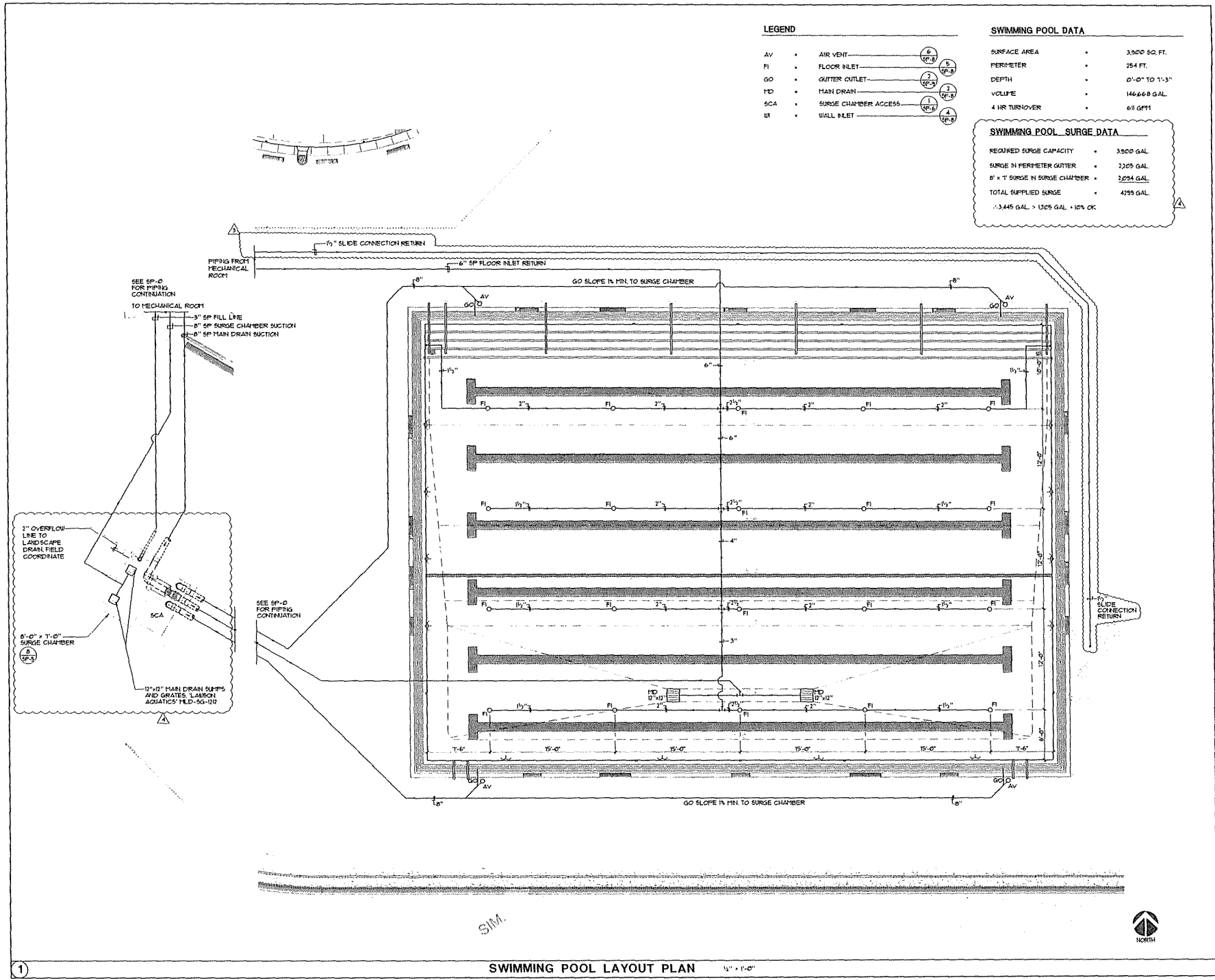
- AV = AIR VENT
- FI = FLOOR INLET
- GO = GUTTER OUTLET
- MD = MAIN DRAIN
- SCA = SURGE CHAMBER ACCESS
- WI = WALL INLET

SWIMMING POOL DATA

- SURFACE AREA = 3500 SQ. FT.
- PERIMETER = 254 FT.
- DEPTH = 0'-0" TO 7'-3"
- VOLUME = 146,668 GAL.
- 4 HR TURNOVER = 611 GPM

SWIMMING POOL SURGE DATA

- REQUIRED SURGE CAPACITY = 3500 GAL.
- SURGE IN PERIMETER GUTTER = 2209 GAL.
- 8" x 1" SURGE IN SURGE CHAMBER = 2,624 GAL.
- TOTAL SUPPLIED SURGE = 4299 GAL.
- 13,445 GAL. > 13,265 GAL. = 18% OK



SIM.



SWIMMING POOL LAYOUT PLAN

1/8" = 1'-0"



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REV#	DATE	DESCRIPTION
1	2/20/21	ADDITIONAL

Sheet Title
SWIMMING POOL LAYOUT PLAN

Date: February 10, 2021
Sheet No.

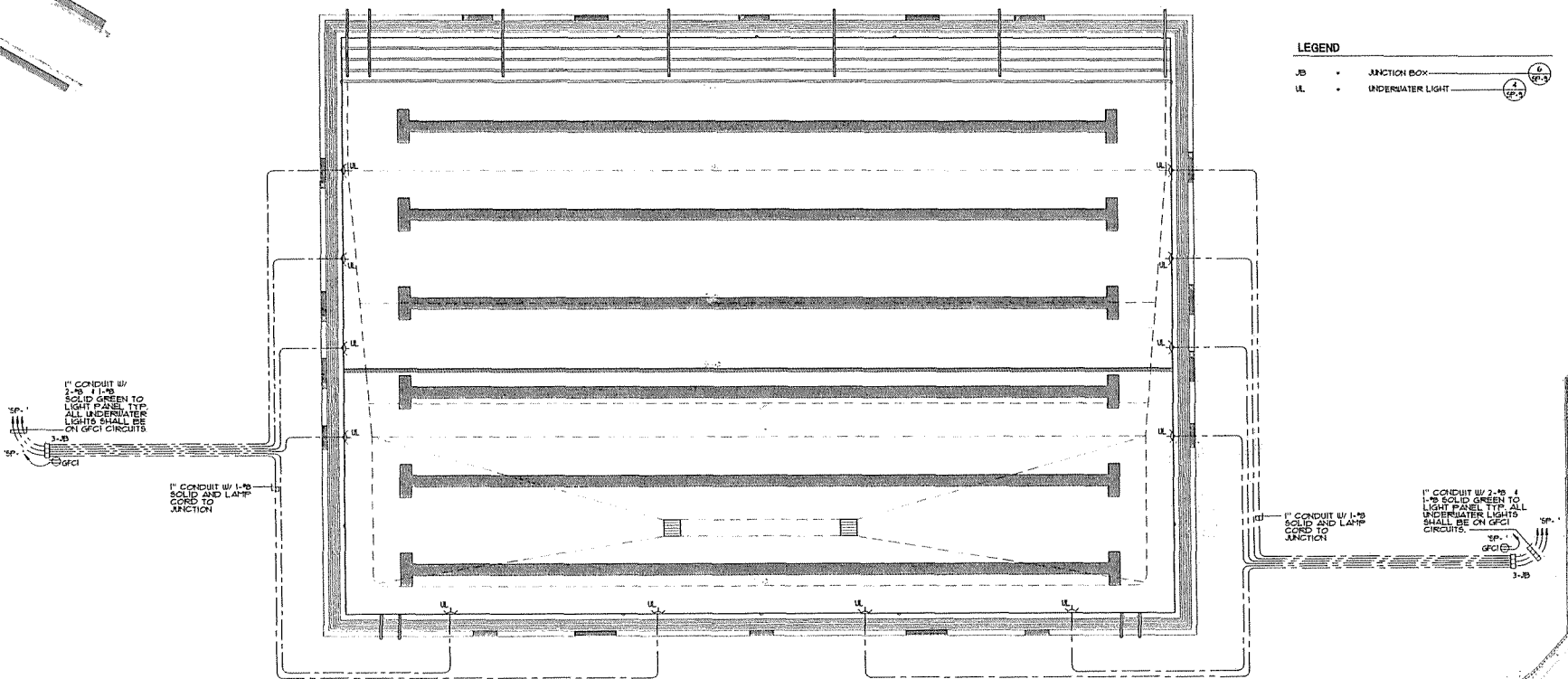
SP-3

SWIMMING POOL DATA

SURFACE AREA	•	3,900 SQ. FT.
PERIMETER	•	284 FT.
DEPTH	•	0'-0" TO 7'-3"
VOLUME	•	146,668 GAL.
4 HR TURNOVER	•	61 GPM

LEGEND

- JB = JUNCTION BOX
- UL = UNDERWATER LIGHT



SIM

SWIMMING POOL LAYOUT PLAN 1/4" = 1'-0"





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Job No: 20-016-10

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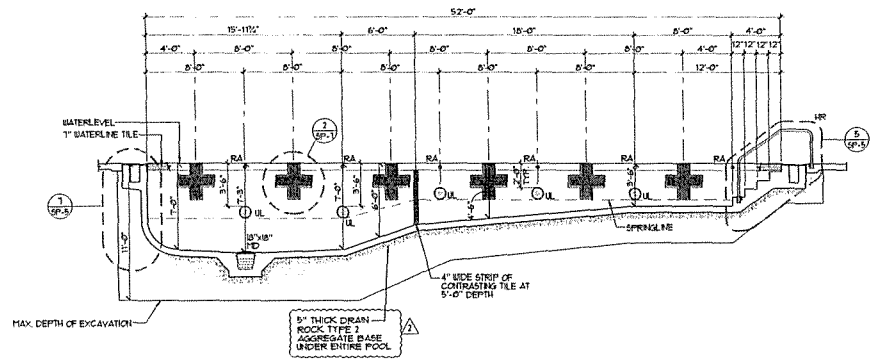
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REV#	DATE	REVISIONS	DESCRIPTION
1	1/20/21	ADDITION	
2	1/20/21	ADDITION	
3	1/20/21	ADDITION	
4	2/20/21	PLAN CHECK CORRECTIONS	

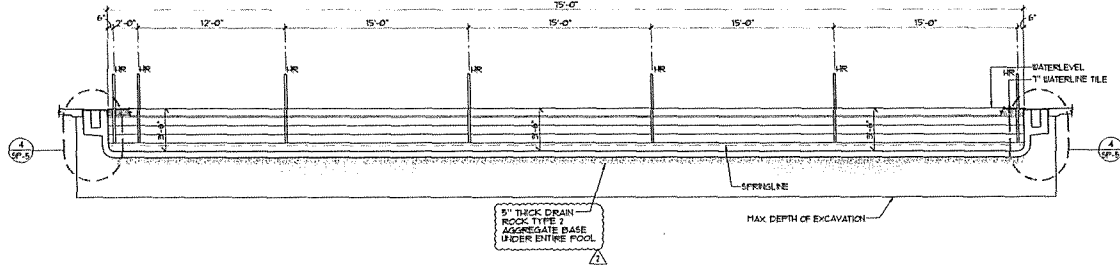
Sheet Title
SWIMMING POOL SECTIONS

Date: February 10, 2021
 Sheet No:

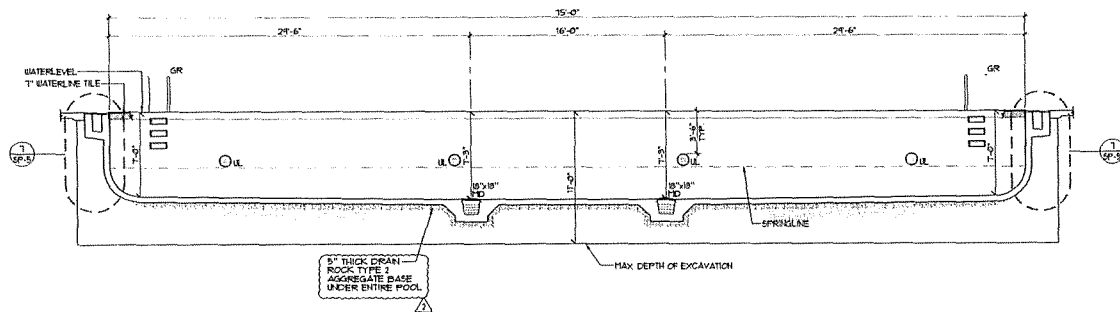
SP-4



SWIMMING POOL SECTION 1/4" = 1'-0"



SWIMMING POOL SECTION 1/4" = 1'-0"



SWIMMING POOL SECTION 1/4" = 1'-0"

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89451

Job No. 20.018.10

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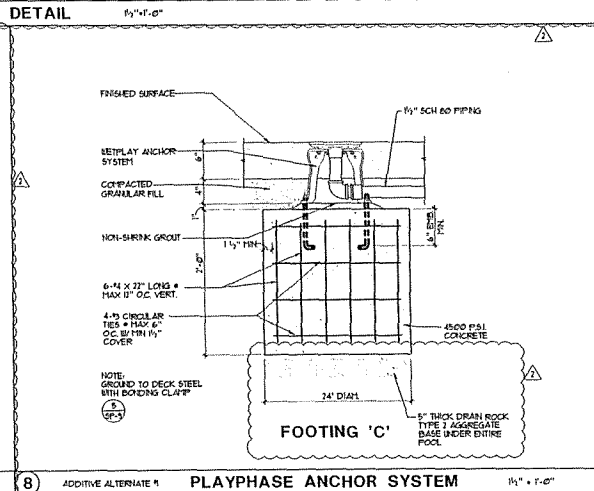
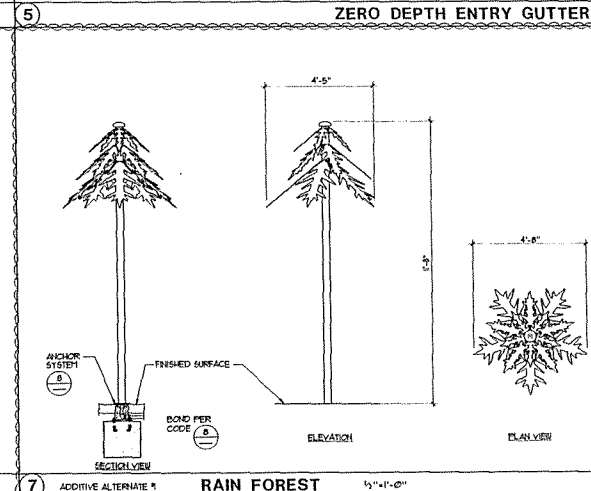
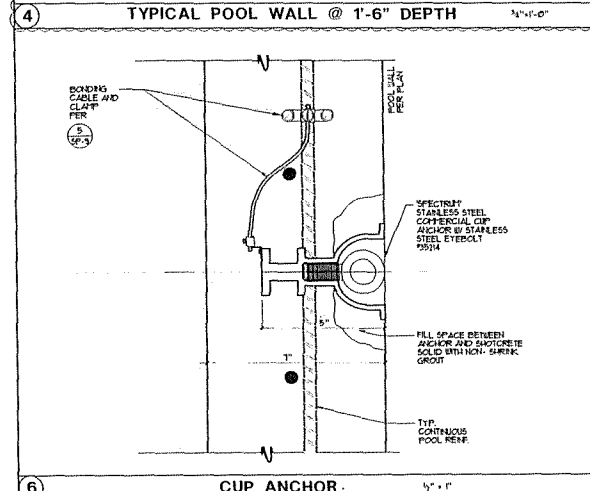
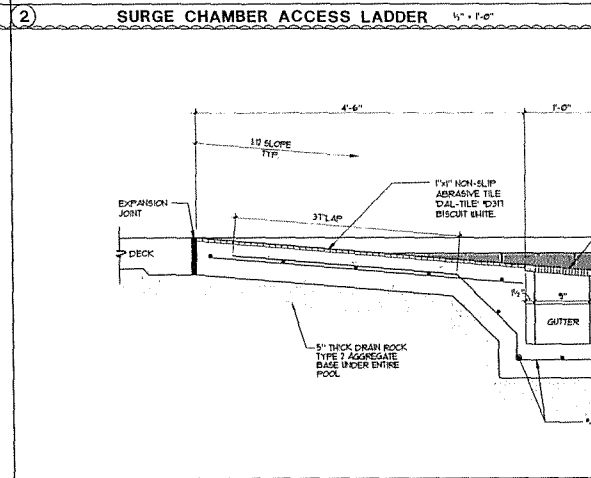
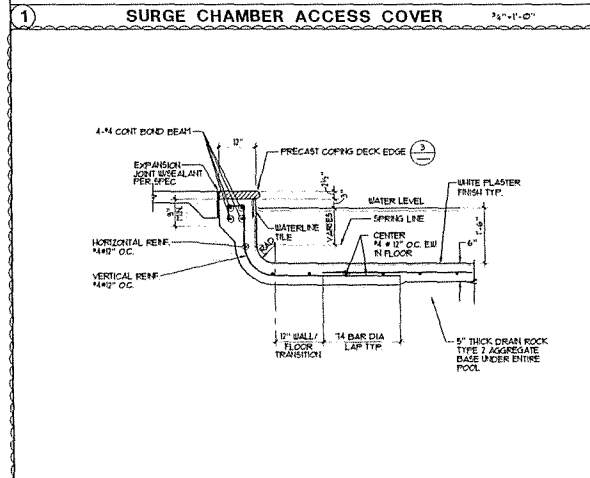
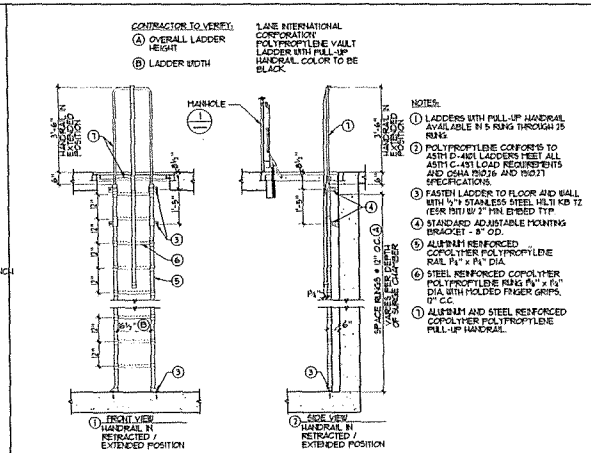
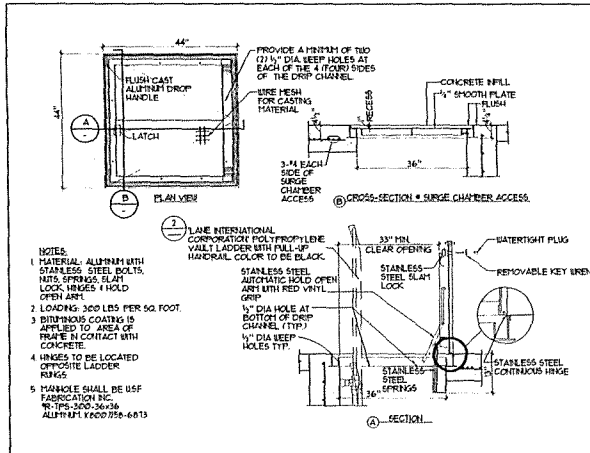
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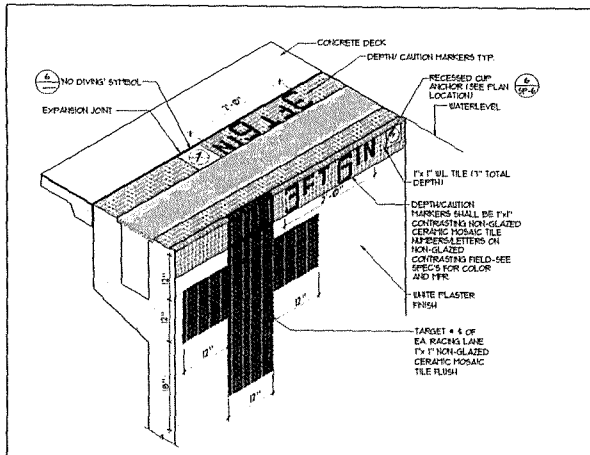
REV#	DATE	REVISIONS DESCRIPTION
1	3/30/21	ADDITIONAL

Sheet Title
DETAILS

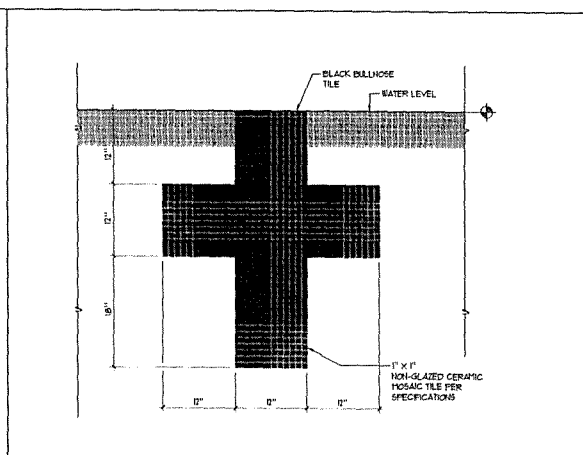
Date: February 10, 2021
Sheet No:

SP-6

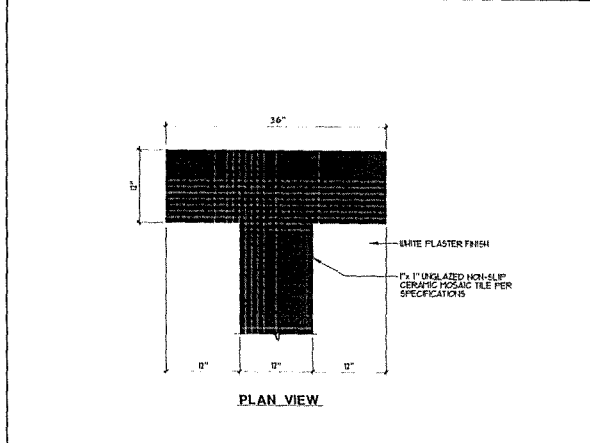




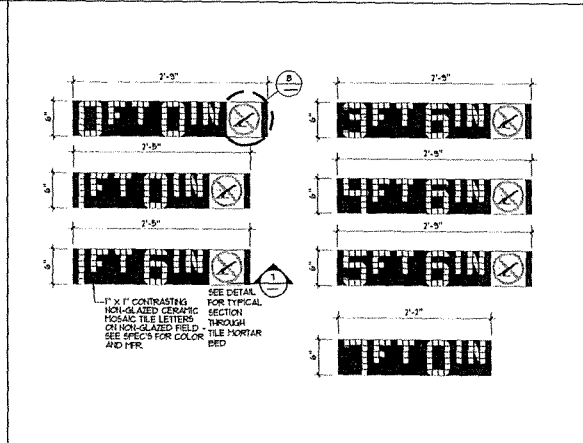
1 TYPICAL RIM FLOW GUTTER PERSPECTIVE NO SCALE



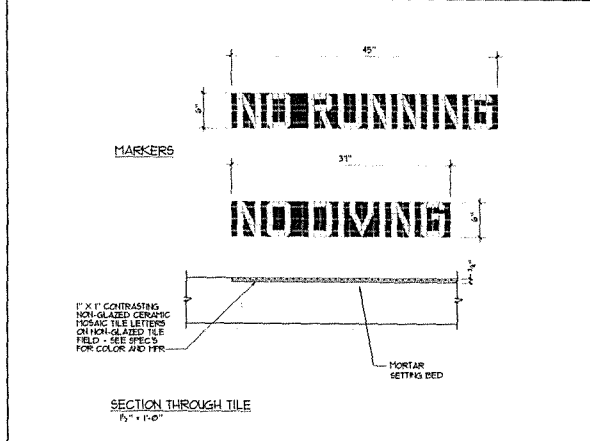
2 ACTIVITY POOL END WALL TARGET 1/2\"/>



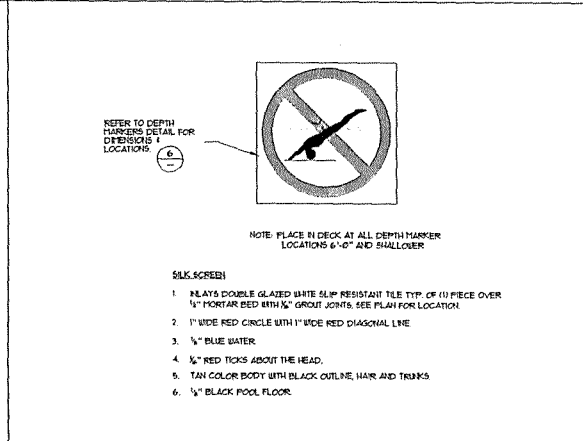
3 RACING LANE LINE 1/2\"/>



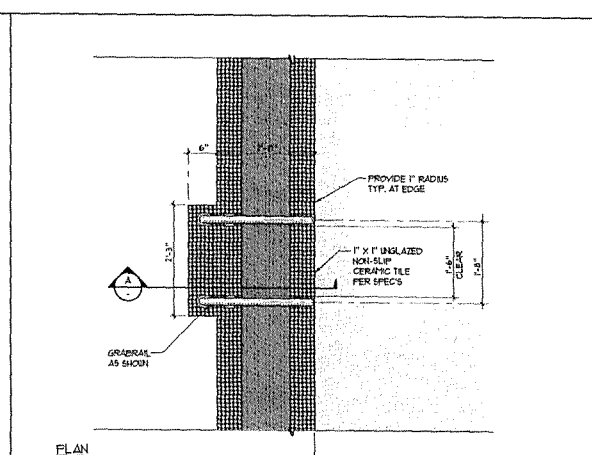
4 DEPTH MARKERS 1/2\"/>



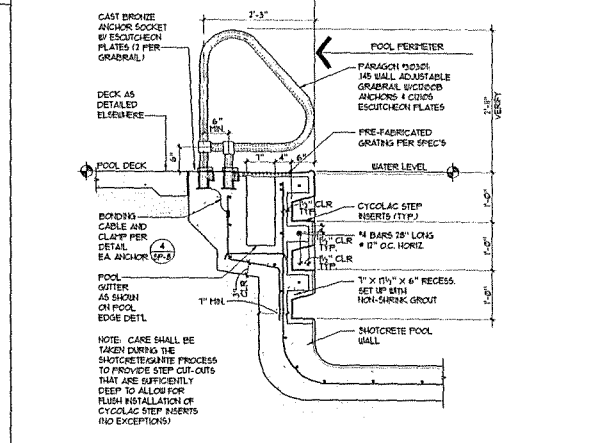
5 'NO RUNNING' / 'NO DIVING' MARKERS 1/2\"/>



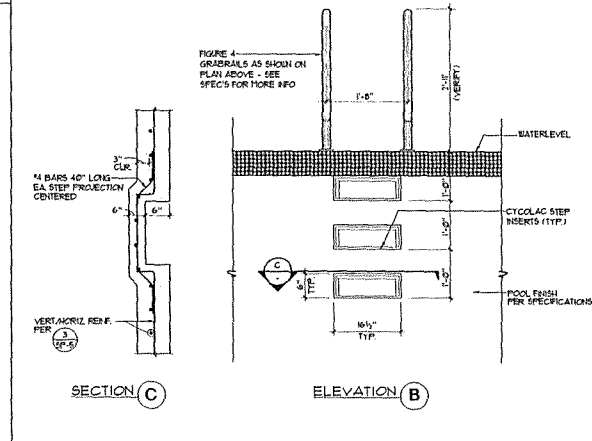
6 INTERNATIONAL 'NO DIVING' MARKER 3\"/>



7 GRABRAIL WITH STEPS 1\"/>



SECTION A



SECTION C ELEVATION B

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Phone: 775.857.2049

PLEASE RECYCLE
Project: **BURNT CEDAR BEACH - POOL RECONSTRUCTION**
665 Lakeshore Blvd, Incline Village, NV 89451

Job No: 20-018.10
Owner: **INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

REVISIONS
REV. DATE DESCRIPTION
1 3/20/21 ADDENDUM 2

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Sheet Title: **DETAILS**

Date: February 10, 2021
Sheet No: **SP-7**



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BURNT CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd,
Incline Village, NV
89451

Job No 20-018.10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



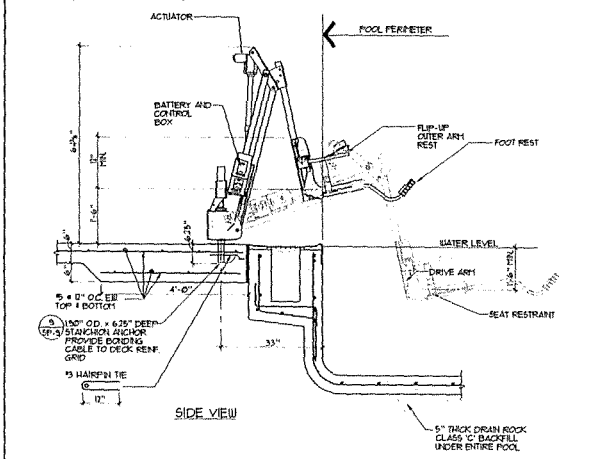
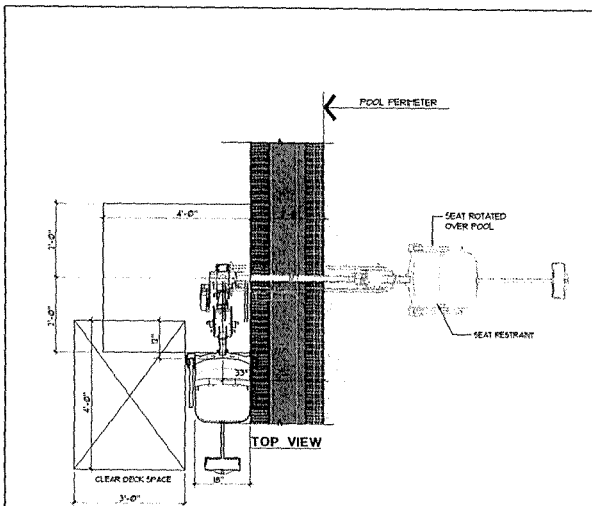
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REV#	DATE	REVISIONS	DESCRIPTION
1	3/20/21	ADD COLUMN 2	

Sheet Title
DETAILS

Date February 10, 2021
Sheet No:

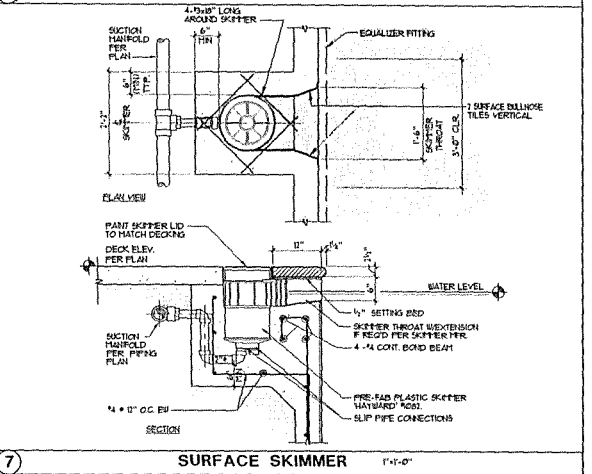
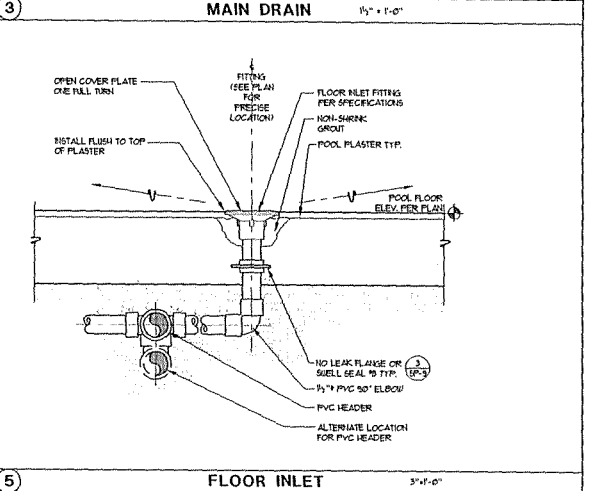
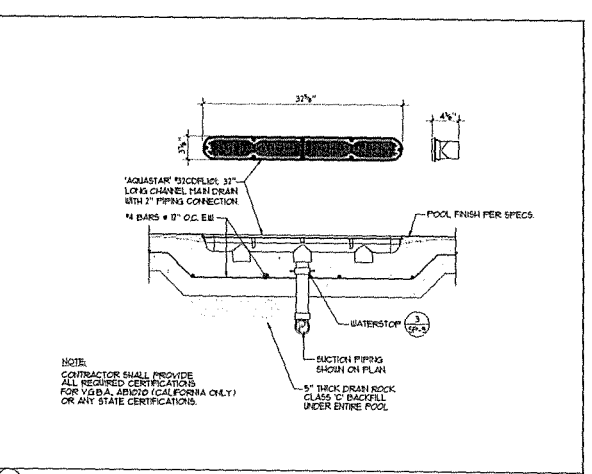
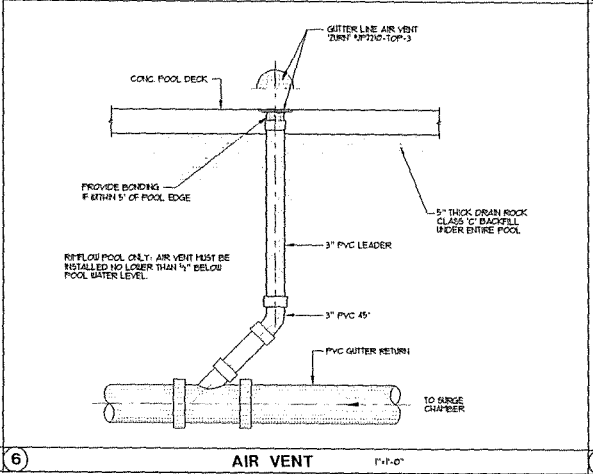
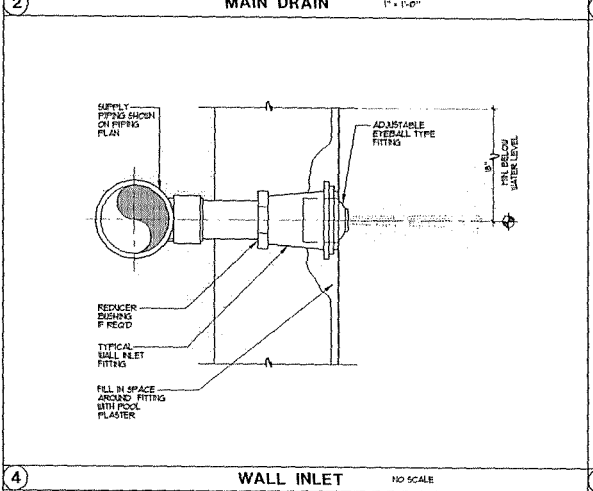
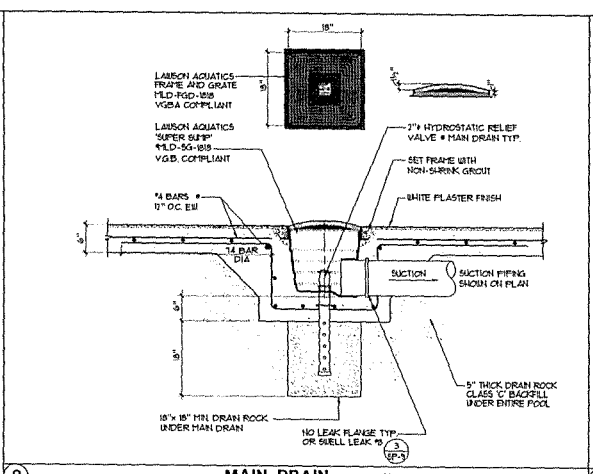
SP-8



NOTES:

1. AQUA CREEK MIGHTY 400 F-NY400 (350 lb, 170" AND 400 lb MAX LIFTING CAPACITY)
2. GUSSET COVER PLATE TO BE ATTACHED REQUIRING A TOOL FOR REMOVAL.
3. CONTRACTOR SHALL PROVIDE COVER FOR LIFT (AQUA CREEK; EXTRA BATTERY PACK 'AQUA CREEK' F-00448, AND TRANSPORTER CART 'AQUA CREEK' F-00470).
4. REFER TO ARCH PLANS FOR LOCATION OF DISABLED LIFT BATTERY CHARGE STATION. PROVIDE 'AQUA CREEK' CHARGER F-1-0400.
5. POOL LIFT SHALL BE LOCATED WHERE THE WATER LEVEL IS AT LEAST 36" AND DOES NOT EXCEED 48" DEEP, UNLESS ENTIRE POOL IS GREATER THAN 48" DEEP. (CBC SECTION 1B-10093.1)
6. ON THE RAISED POSITION THE CENTERLINE OF THE SEAT SHALL BE LOCATED OVER THE DECK AND 16" FROM THE EDGE OF THE POOL. THE DECK SURFACE BETWEEN THE CENTERLINE OF THE SEAT AND THE POOL EDGE SHALL HAVE A 1% MAX SLOPE. (CBC SECTION 1B-10093.2)
7. CLEAR SPACE SHALL BE PROVIDED ON SIDE OF SEAT OPPOSITE THE WATER PARALLEL TO THE WATER 36" WIDE x 48" HIGH FROM A LINE LOCATED 1' BEHIND THE REAR EDGE OF THE SEAT. THE CLEAR SPACE SHALL HAVE A 2% MAX SLOPE. (CBC SECTION 1B-10093.3)
8. THE HEIGHT OF THE LIFT SEAT SHALL BE DESIGNED TO ALLOW A STOOP AT 17" HIN TO 19" MAX HEADROOM FROM THE DECK TO THE TOP OF THE SEAT SURFACE WHEN IN THE RAISED POSITION. (CBC SECTION 1B-10093.4)
9. THE SEAT SHALL BE RIGID AND 17" HIN TO 19" MAX WIDE. THE LIFT SEAT SHALL HAVE A BACK SUPPORT 17" HIN TALL. (CBC SECTION 1B-10093.4)
10. FOOTRESTS SHALL BE PROVIDED EXCEPT FOR SPA LIFTS, AND SHALL MOVE WITH THE SEAT. LIFT SHALL HAVE TWO ARMRESTS. THE ARMREST POSITIONED OPPOSITE THE WATER SHALL BE REMOVABLE OR SHALL FOLD CLEAR OF THE SEAT WHEN THE SEAT IS IN THE RAISED POSITION. (CBC SECTION 1B-10093.4)
11. THE LIFT SHALL BE CAPABLE OF UNASSISTED OPERATION FROM BOTH THE DECK AND WATER LEVELS. CONTROLS AND OPERATING MECHANISMS SHALL BE OPERABLE WITH ONE HAND AND SHALL BE UNOBSTRUCTED WHEN THE LIFT IS IN USE. (CBC SECTION 1B-10093.4) LIFT MUST BE STABLE AND NOT PERMIT UNINTENDED MOVEMENT WHEN A PERSON IS GETTING INTO OR OUT OF THE SEAT. (CBC SECTION 1B-10093.1)
12. THE LIFT SHALL BE DESIGNED SO THAT THE SEAT WILL SUBMERGE TO A WATER DEPTH OF 18" HIN BELOW THE STATIONARY WATER LEVEL. (CBC SECTION 1B-10093.5)
13. LIFT SEAT MUST HAVE AN OCCUPANT RESTRAINT FOR USE BY THE OCCUPANT OF THE SEAT AND THE RESTRAINT MUST MEET THE STANDARDS FOR OPERABLE CONTROLS IN COMPLIANCE WITH CBC SECTION 1B-10093.4 AND SECTION 1B-305.

ACCESSIBLE LIFT 3'-0" x 4'-0"



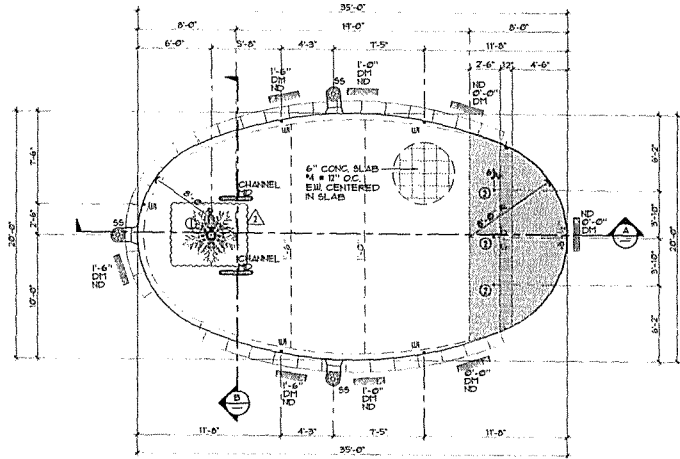
WADING POOL DATA

SURFACE AREA	•	565 SQ. FT.
PERIMETER	•	89 FT.
DEPTH	•	0'-0" TO 1'-6"
VOLUME	•	492 GAL.
30 MIN. TURNOVER	•	16.4 GPM

LEGEND

DM	•	DEPTH MARKER	④
ND	•	NO DIVING SYMBOL	⑥
MD	•	MAIN DRAIN	③
WI	•	WALL INLET	②
SS	•	SURFACE SKITTER	①

PRODUCT LEGEND (ADDITIVE ALTERNATE #1)			
PRODUCT CODE	QTY.	TOTAL FLOW	
①	RAIN FOREST	1	10 GPM
②	WATERPLAY™ 4000-1103	1	10 GPM
③	BUBBLERS	3	6.0 GPM
④	CRYSTAL FOUNTAINS	3	6.0 GPM



WADING POOL LAYOUT PLAN

1/4" = 1'-0"

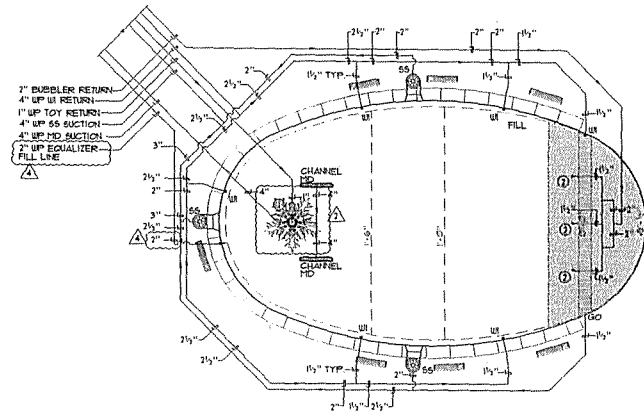
WADING POOL DATA

SURFACE AREA	•	565 SQ. FT.
PERIMETER	•	89 FT.
DEPTH	•	0'-0" TO 1'-6"
VOLUME	•	492 GAL.
30 MIN. TURNOVER	•	16.4 GPM

LEGEND

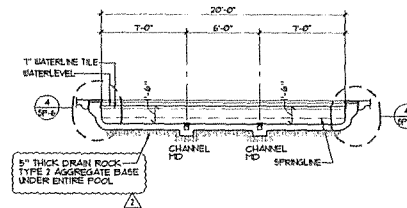
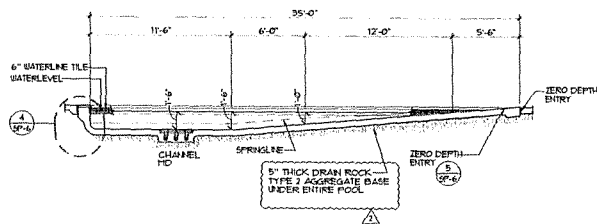
MD	•	MAIN DRAIN	③
WI	•	WALL INLET	②
SS	•	SURFACE SKITTER	①

PRODUCT LEGEND (ADDITIVE ALTERNATE #1)			
PRODUCT CODE	QTY.	TOTAL FLOW	
①	RAIN FOREST	1	10 GPM
②	WATERPLAY™ 4000-1103	1	10 GPM
③	BUBBLERS	3	6.0 GPM
④	CRYSTAL FOUNTAINS	3	6.0 GPM



WADING POOL ENLARGED PIPING PLAN

1/4" = 1'-0"



WADING POOL SECTION

1/4" = 1'-0"

WADING POOL SECTION

1/4" = 1'-0"



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909.434.8400

PLEASE RECYCLE
Project
BURNED CEDAR BEACH - POOL RECONSTRUCTION
665 Lakeshore Blvd., Incline Village, NV 89451

Job No: 20-018.10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

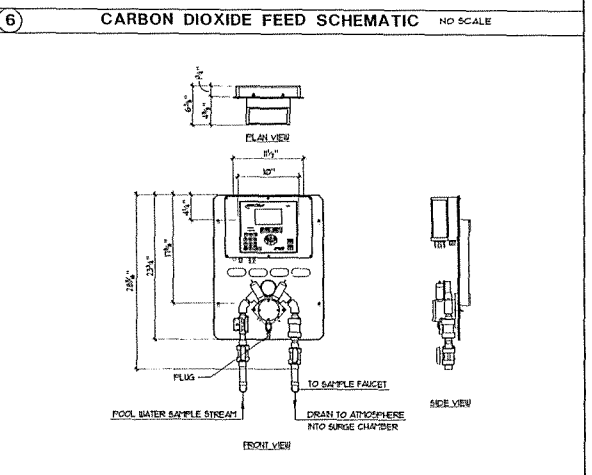
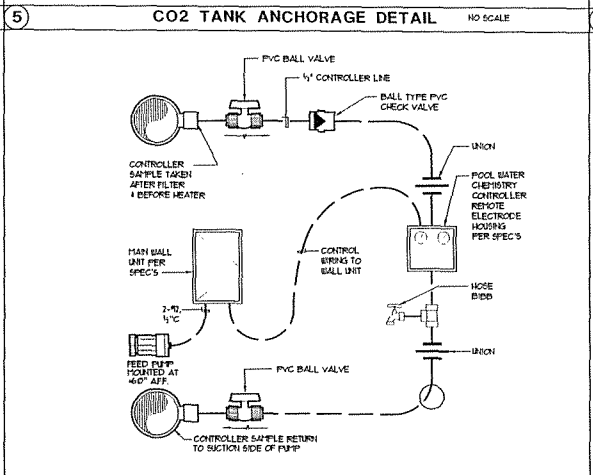
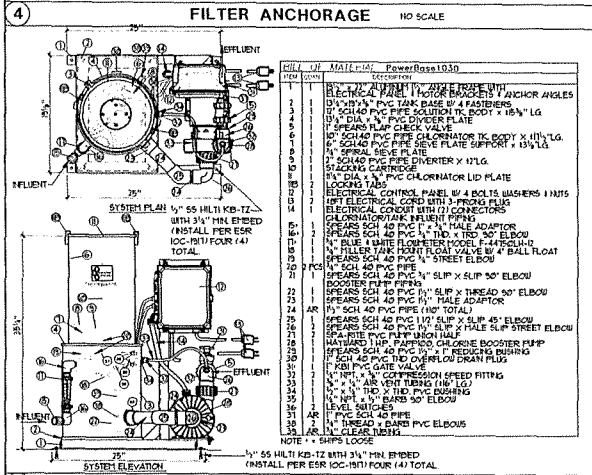
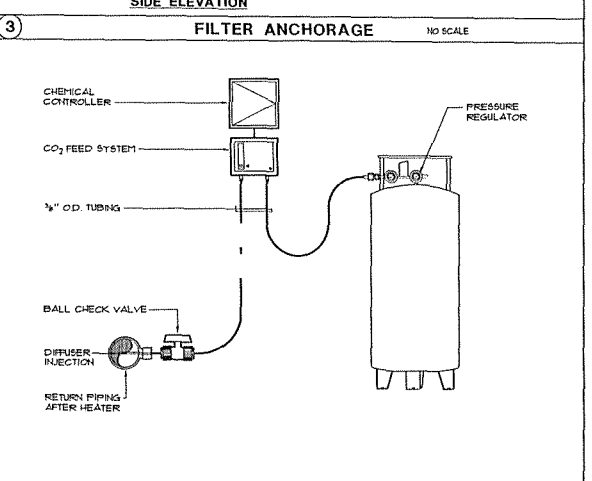
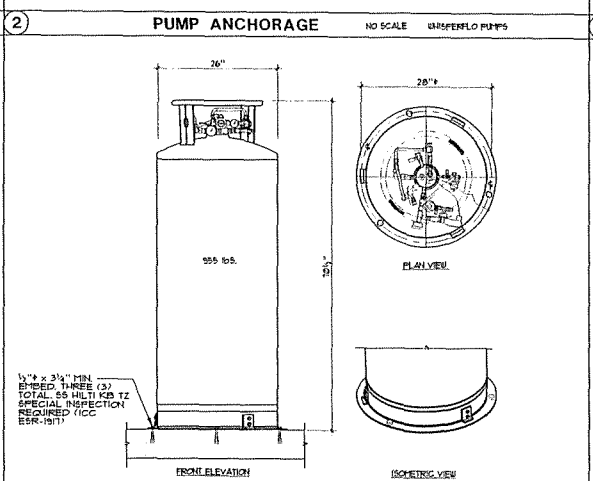
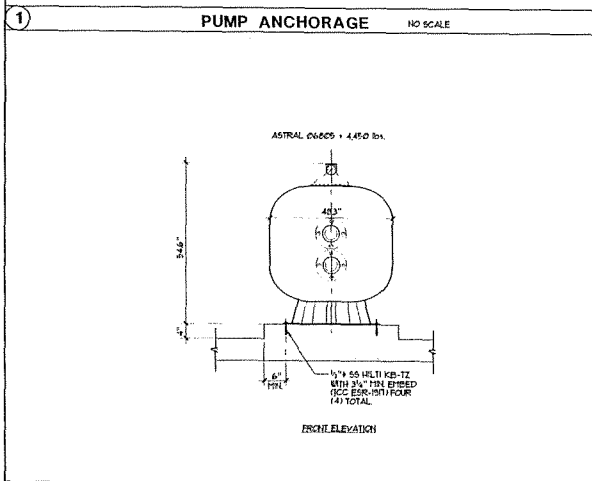
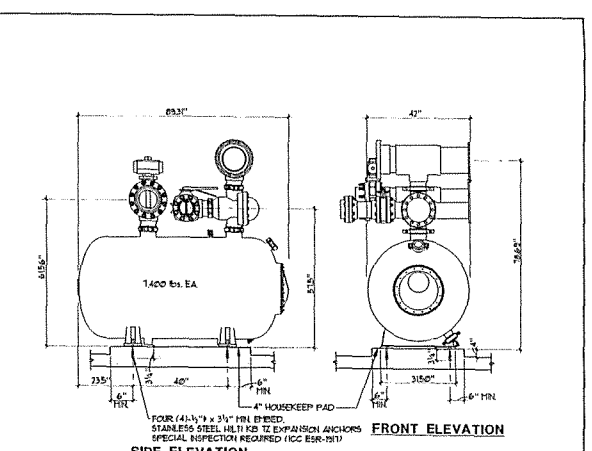
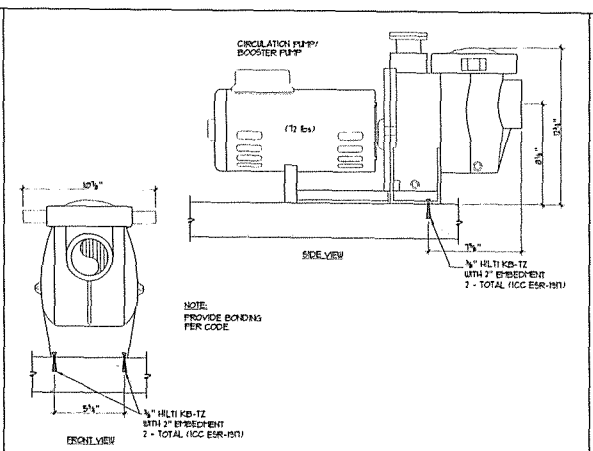
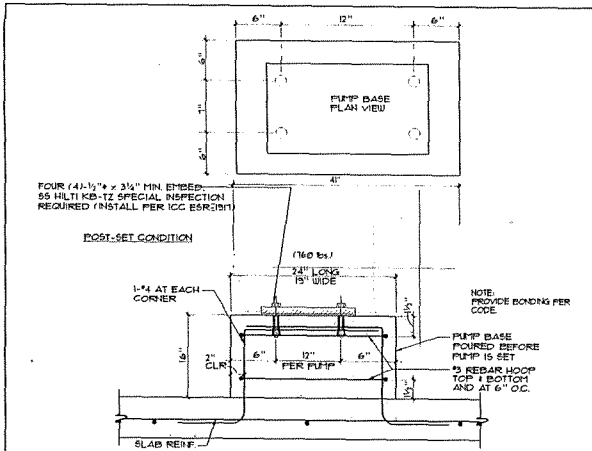


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REV	DATE	REVISIONS
1	02/10/21	ISSUING
2	02/10/21	REVISION 1
3	02/10/21	REVISION 2
4	02/10/21	PLAN CHECK CONNECTIONS

Sheet Title
WADING POOL LAYOUT PLAN, PIPING PLAN AND SECTIONS
Date: February 10, 2021
Sheet No:

WP-1



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AquaticDesignGroup.com
916.838.8900

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665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20-018-10
Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

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REV. DATE DESCRIPTION

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Date: February 10, 2021
Sheet:

MR-2



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Consultant



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665 Lakeshore Blvd,
Incline Village, NV
89451

Job No: 20018.10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



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REVISIONS		
REV#	DATE	DESCRIPTION
1	2/20/21	ADDITIONAL

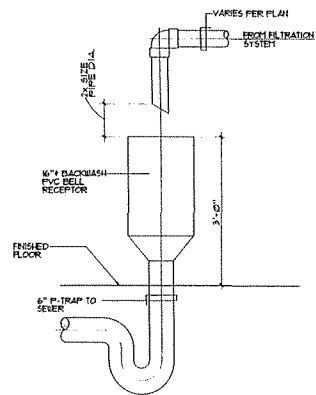
Sheet Title

DETAILS

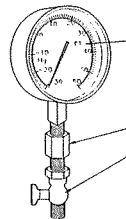
Date February 10, 2021

Sheet No

MR-4



1 BELL RECEPTOR DETAIL 1" x 1'-0"

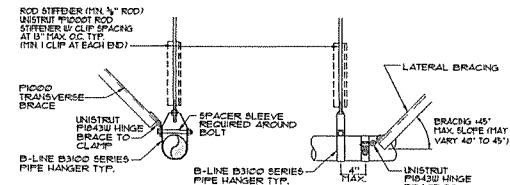


7/8" 5/8 Cased LIQUID FILLED PRESSURE GAUGES SHALL HAVE A DIAL RANGE PRESSURE OF 60psi AND VACUUM RANGE OF 30" Hg THE PRESSURE GRAZATIONS SHALL HAVE A PRESSURE OF 7psi AND VACUUM OF 7" Hg, 1/4" NPT PER SPECIFICATIONS.

NOTE:
1. PRESSURE GAUGES SHALL BE INSTALLED BY MEANS OF DRILLING AND TAPPING PIPE TO BE MONITORED. THE GAUGE SHALL THEN BE THREADED INTO THE PIPE, PROVIDE WITH SHUBBER AND PET COOK.

2. GAUGE MAY BE USED WHEREVER CRITICAL VACUUM OR PRESSURE READINGS ARE ESSENTIAL.

2 PRESSURE/ VACUUM GAUGE 6" x 1'-0"



HANGER/DURCE PERPENDICULAR

HANGER/DURCE LONGITUDINAL

NOTE:
REFER TO STRUCTURAL DRAWING FOR CONNECTIONS TO ROOF STRUCTURAL SYSTEMS.

NOTES:

- 1 FOR COPPER PIPING USE COPPER PLATED OR PAINTED B304C2, FELT LINED B300CF, OR PLASTIC COATED B300CC.
- 2 PROVIDE BRACING FOR EACH PIPE RUN IN TWO DIRECTIONS.
- 3 REFER TO MFI FOR PIPE HANGER LOCATIONS.

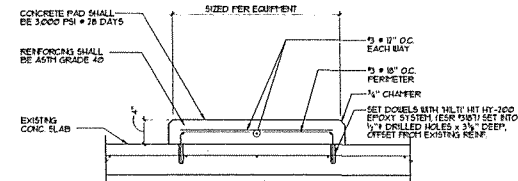
HANGER ROD SIZES/TABLE

- 1/2" AT 4' PIPING MAX. ROD LENGTH + 30"
- 3/4" AT 6' PIPING MAX. ROD LENGTH + 30"
- 1" AT 8' PIPING MAX. ROD LENGTH + 30"
- 1 1/4" AT 10' PIPING MAX. ROD LENGTH + 30"

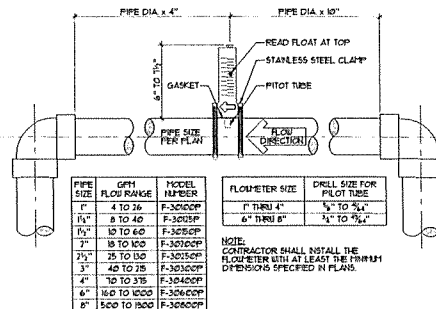
MAX. PIPE HANGER SPACING

- 4' PIPING OR SMALLER + 8'-0" O.C.
- 6" PIPING + 6'-0" O.C.
- 8" PIPING + 6'-0" O.C.
- 10" PIPING + 4'-0" O.C.

3 'UNISTRUT' PIPING HANGER / SUPPORT DETAILS NO SCALE



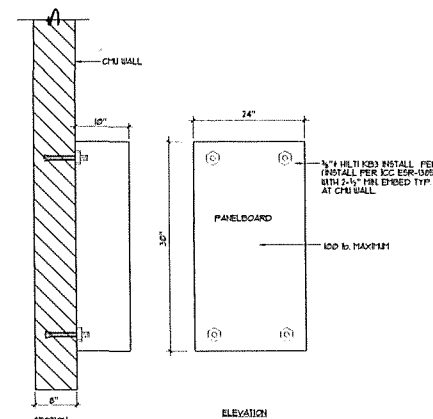
4 RETROFIT MECHANICAL PAD 1/2" x 1'-0"



PIPE SIZE	GPM FLOW RANGE	MODEL NUMBER	FLOWMETER SIZE	DRILL SIZE FOR PILOT TUBE
1"	4 TO 26	F-30100P	1"	3/8" TO 1/2"
1 1/4"	8 TO 40	F-30150P	1 1/4"	1/2" TO 3/4"
1 1/2"	10 TO 60	F-30200P	1 1/2"	5/8" TO 3/4"
2"	15 TO 100	F-30250P	2"	3/4" TO 1"
2 1/2"	25 TO 150	F-30300P	2 1/2"	1" TO 1 1/4"
3"	40 TO 210	F-30350P	3"	1 1/4" TO 1 1/2"
4"	70 TO 375	F-30400P	4"	1 3/4" TO 2"
6"	100 TO 1000	F-30450P	6"	2" TO 2 1/4"
8"	150 TO 1500	F-30500P	8"	2 1/4" TO 2 3/4"

NOTE:
CONTRACTOR SHALL INSTALL THE FLOWMETER WITH AT LEAST THE MINIMUM DIMENSIONS SPECIFIED IN PLANS.

5 BLUE-WHITE FLOWMETER 3" x 1'-0"



6 PANELBOARD MOUNTING DETAIL NO SCALE



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665 Lakeshore Blvd,
Incline Village, NV 89451

Job No. 20.018.10
Client
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT

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REV.	DATE	REVISIONS DESCRIPTION

Sheet Title
PLUMBING SPECIFICATIONS

Date: March 12, 2021
Sheet No.

P0.01

PLUMBING SPECIFICATIONS

1.0 GENERAL NOTES:

- 1.1 THE CONTRACTOR SHALL VERIFY THE SITE PRIOR TO INITIATING A BID TO PROVIDE PLUMBING WITH THE EXISTING CONDITIONS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 1.2 THE CONTRACTOR SHALL VERIFY THE SITE PRIOR TO INITIATING A BID TO PROVIDE PLUMBING WITH THE EXISTING CONDITIONS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 1.3 THE CONTRACTOR SHALL VERIFY THE SITE PRIOR TO INITIATING A BID TO PROVIDE PLUMBING WITH THE EXISTING CONDITIONS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.

2.0 MATERIALS:

- 2.1 ALL MATERIALS SHALL BE APPROVED BY THE ARCHITECT AND THE ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL SUBMIT A MATERIALS SUBMITTAL PACKAGE TO THE ARCHITECT AND THE ENGINEER FOR APPROVAL. THE MATERIALS SUBMITTAL PACKAGE SHALL INCLUDE THE FOLLOWING INFORMATION:
 - 2.1.1 MANUFACTURER'S NAME, MODEL NUMBER, LOCATION, AND CONTACT INFORMATION.
 - 2.1.2 A CURRENT LIST OF ALL AVAILABLE FINISHES AND COLOURS.
 - 2.1.3 A CURRENT LIST OF ALL AVAILABLE ACCESSORIES AND OPTIONS.
 - 2.1.4 A CURRENT LIST OF ALL AVAILABLE WARRANTY OPTIONS.
 - 2.1.5 A CURRENT LIST OF ALL AVAILABLE INSTALLATION INSTRUCTIONS.
 - 2.1.6 A CURRENT LIST OF ALL AVAILABLE MAINTENANCE INSTRUCTIONS.
 - 2.1.7 A CURRENT LIST OF ALL AVAILABLE REPAIR INSTRUCTIONS.
 - 2.1.8 A CURRENT LIST OF ALL AVAILABLE REPLACEMENT PARTS.
 - 2.1.9 A CURRENT LIST OF ALL AVAILABLE FINISHES AND COLOURS.
 - 2.1.10 A CURRENT LIST OF ALL AVAILABLE ACCESSORIES AND OPTIONS.
 - 2.1.11 A CURRENT LIST OF ALL AVAILABLE WARRANTY OPTIONS.
 - 2.1.12 A CURRENT LIST OF ALL AVAILABLE INSTALLATION INSTRUCTIONS.
 - 2.1.13 A CURRENT LIST OF ALL AVAILABLE MAINTENANCE INSTRUCTIONS.
 - 2.1.14 A CURRENT LIST OF ALL AVAILABLE REPAIR INSTRUCTIONS.
 - 2.1.15 A CURRENT LIST OF ALL AVAILABLE REPLACEMENT PARTS.
- 2.2 ALL MATERIALS SHALL BE APPROVED BY THE ARCHITECT AND THE ENGINEER PRIOR TO INSTALLATION. THE CONTRACTOR SHALL SUBMIT A MATERIALS SUBMITTAL PACKAGE TO THE ARCHITECT AND THE ENGINEER FOR APPROVAL. THE MATERIALS SUBMITTAL PACKAGE SHALL INCLUDE THE FOLLOWING INFORMATION:
 - 2.2.1 MANUFACTURER'S NAME, MODEL NUMBER, LOCATION, AND CONTACT INFORMATION.
 - 2.2.2 A CURRENT LIST OF ALL AVAILABLE FINISHES AND COLOURS.
 - 2.2.3 A CURRENT LIST OF ALL AVAILABLE ACCESSORIES AND OPTIONS.
 - 2.2.4 A CURRENT LIST OF ALL AVAILABLE WARRANTY OPTIONS.
 - 2.2.5 A CURRENT LIST OF ALL AVAILABLE INSTALLATION INSTRUCTIONS.
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 - 2.2.9 A CURRENT LIST OF ALL AVAILABLE FINISHES AND COLOURS.
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 - 2.2.12 A CURRENT LIST OF ALL AVAILABLE INSTALLATION INSTRUCTIONS.
 - 2.2.13 A CURRENT LIST OF ALL AVAILABLE MAINTENANCE INSTRUCTIONS.
 - 2.2.14 A CURRENT LIST OF ALL AVAILABLE REPAIR INSTRUCTIONS.
 - 2.2.15 A CURRENT LIST OF ALL AVAILABLE REPLACEMENT PARTS.

3.0 INSTALLATION:

- 3.1 ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 3.2 ALL PLUMBING SHALL BE INSTALLED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
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4.0 TESTING AND COMMISSIONING:

- 4.1 ALL PLUMBING SHALL BE TESTED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 4.2 ALL PLUMBING SHALL BE TESTED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 4.3 ALL PLUMBING SHALL BE TESTED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.

5.0 MAINTENANCE AND WARRANTY:

- 5.1 ALL PLUMBING SHALL BE MAINTAINED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
- 5.2 ALL PLUMBING SHALL BE MAINTAINED IN ACCORDANCE WITH THE NATIONAL PLUMBING CODE (NPC) AND THE INTERNATIONAL PLUMBING CODE (IPC). THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS. THE CONTRACTOR SHALL VERIFY THE EXISTING CONDITIONS WITH THE EXISTING CONTRACT DOCUMENTS.
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TANKLESS GAS FIRED WATER HEATER SPECIFICATIONS

MARK	MANUFACTURER MODEL	LOCATION	GENERAL DATA			ELECTRICAL	OPERATING	REMARKS
			INPUT (BTU)	CONNECTION (IN)	EFFICIENCY (%)			
1	BRINER R8000	EQUIPMENT ROOM	180	3/4"	92	0.9.0.0	120V/240V	1, 2, 3

1. WALL MOUNTING BRACKET.
2. VALVE.
3. 2" PVC EXHAUST/TAKE AWAY VENTING.

PLUMBING FIXTURE SPECIFICATIONS

MARK	DESCRIPTION
EWL1	FOOT WASH (ACCESSIBLE) - STERN - VULPIAMS MODEL 6000.55, OUTDOOR, FEDESTAL TYPE WITH HEAVY DUTY VANDAL RESISTANT SPRAY HEAD, RUSH BUTTON OPERATION, STAINLESS STEEL FINISH
S1L1	OUTDOOR SHOWER (ACCESSIBLE) - SHOWHEAD AND PRESSURE BALANCE CONTROL VALVE MOUNTED ON BRASS MODEL 6000.55, 1.5" CPVC HD BURIED BRONZE FINISH, DRAIN JONIC EXTENSION COFF. MODEL 6000.55, 2" CPVC HD BURIED BRONZE FINISH, 2" CPVC HD BURIED BRONZE FINISH STRAINER
REL1	ADA STAINLESS STEEL, PRESSURE RESISTANT BOTTLE FILLER, HANS MODEL 2010 PR (OUTDOOR) FEDESTAL TYPE - HEAVY DUTY VANDAL RESISTANT, RUSH BUTTON OPERATION



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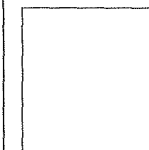
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89451

Job No. 20018.10

Owner

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Sheet Title

**PLUMBING
DIAGRAMS**

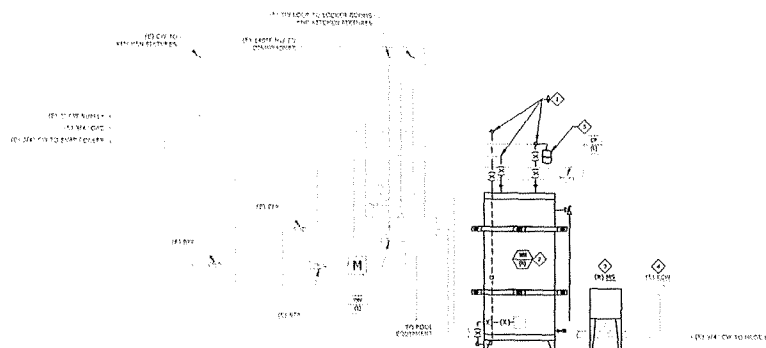
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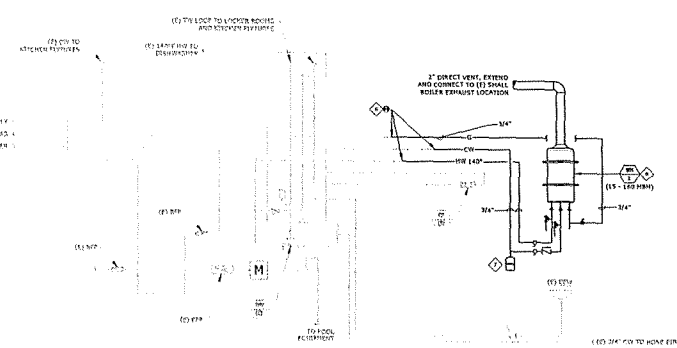
P0.02

SHEET NOTES:

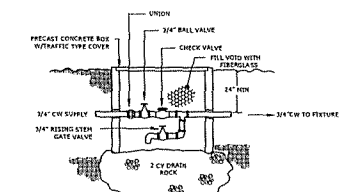
1. DISCONNECT PIPING AT LOCATION INDICATED
2. EXISTING WATER HEATER DISCONNECT ASSOCIATED OIL, GAS SUPPLIES, STORE WATER HEATER SUPPLY ON SITE FOR RE-INSTALLATION
3. EXISTING QUALITY TRAP DISCONNECT ASSOCIATED OIL AND GAS SUPPLIES, STORE UTILITY TRAP SUPPLY ON SITE FOR RE-INSTALLATION
4. EXISTING PROTECTIVE EQUIPMENT REMOVE
5. EXISTING EXHAUST PIPING DISCONNECT AND PROVIDE FOR RE-USE ON TEMPORARY WATER HEATER INSTALLATION. REFER TO EXISTING PIPING AT LOCATION INDICATED. CONTRACTOR SHALL VERIFY EXISTING SIZE, TYPE AND LOCATION OF HOSE OF CONNECTION PIPE TO CONNECTIONS VENT.
6. MOUNT WATER HEATER TO WALL FOR MANUFACTURER'S RECOMMENDATIONS



1
P0.02
EXISTING WATER HEATER PIPING DIAGRAM
N/S



2
P0.02
TEMPORARY WATER HEATER PIPING DIAGRAM
N/S



3
P0.02
SHUT-OFF AND DRAIN
N/S

SHEET NOTES:

- 1 REMOVE AND REPLACE EXISTING SHOWERS HEADS AND SCREWS WITH NEW BELL HEADS EXISTING PIPING SHOULD AND STORE SAFELY ON SITE FOR RE-USE
- 2 REMOVE AND REPLACE EXISTING 4" PVC WITH 4" PEX, COORDINATE INSTALLATION WITH GENERAL CONTRACTOR



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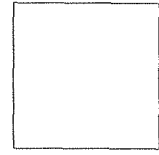
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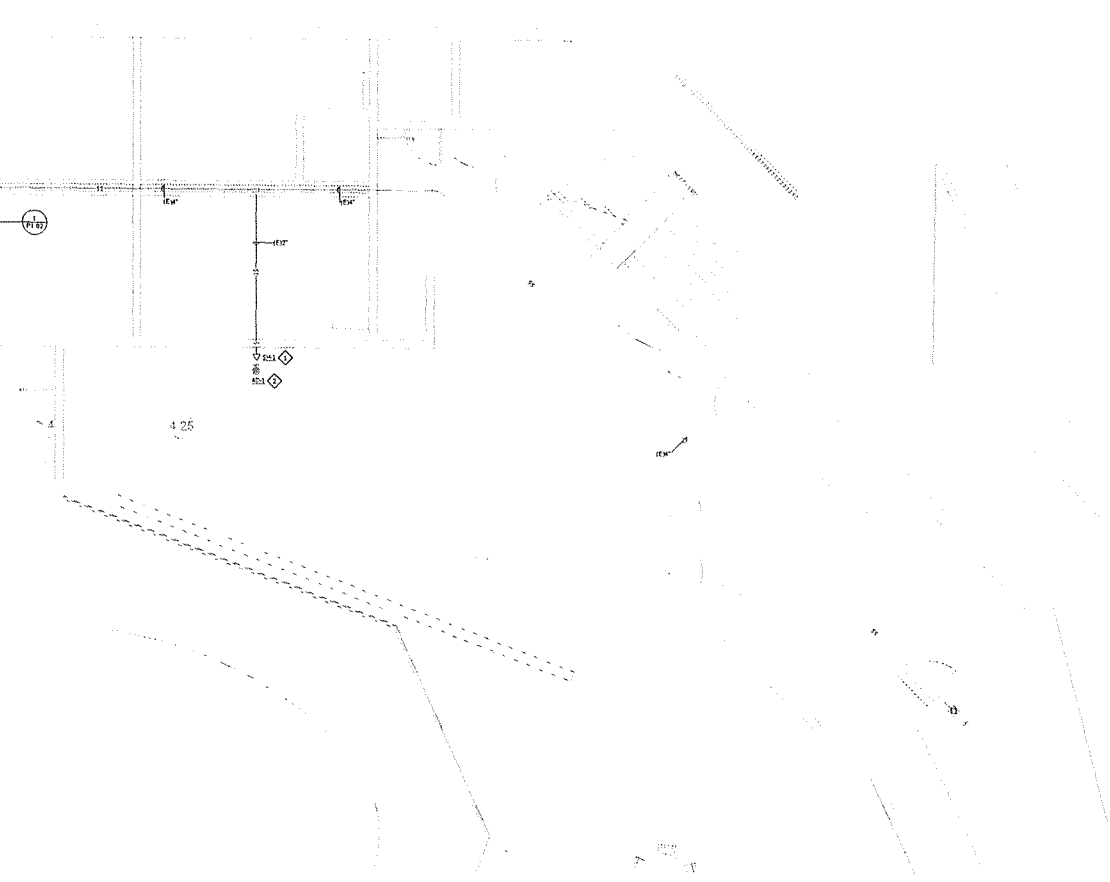
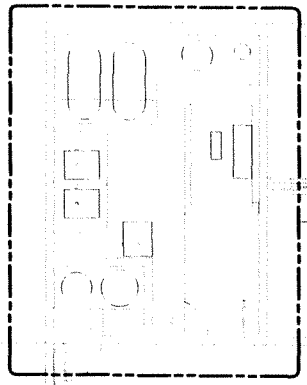
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Sheet Title
OVERALL PLUMBING PLAN

Date: March 12, 2021
 Sheet No.

P1.01



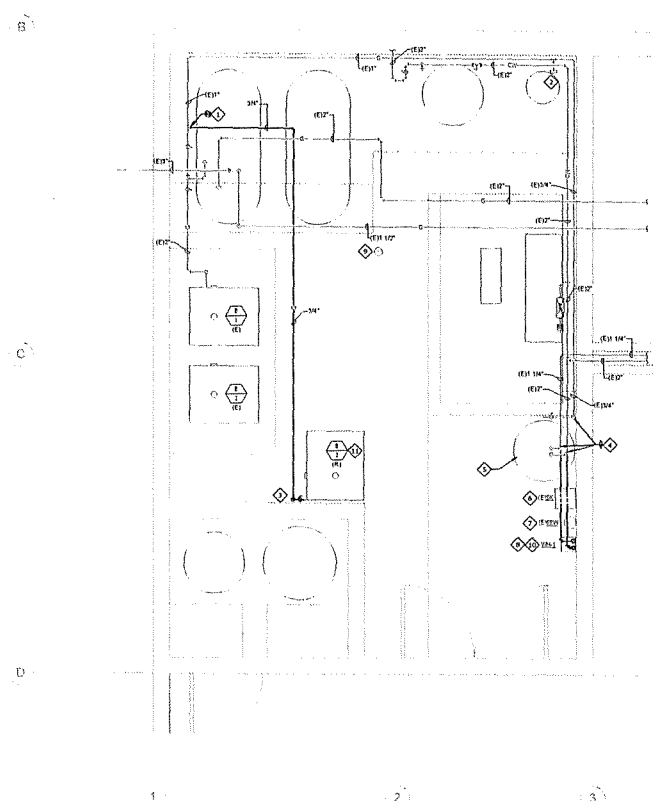
1 MECHANICAL / PLUMBING PLAN
 P1.01 1/8" = 1'-0"

GENERAL NOTES:

- 1 REFER TO PLUMBING PLANS FOR SIZES AND ROUTING OF CONDENSATE DRAINS.
- 2 ALL WATER PIPING SHALL BE INSTALLED ON THE INTERIOR SIDE OF THE BUILDING UNLESS PROTECTED BY A VENT SURFACE.
- 3 THE CUTTING, NOTCHING AND BORING OF HOLES IN FLOOR JOIST AND WALL STUDS SHALL BE IN ACCORDANCE WITH THE LATEST APPROVED EDITION OF THE INTERNATIONAL BUILDING CODE.
- 4 CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF ALL PLUMBING ROOM-IN LOCATIONS. REFER TO ARCHITECTURAL DRAWINGS FOR FEATURES AND EQUIPMENT LOCATIONS.
- 5 CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING AS REQUIRED TO ACCOMMODATE THIS WORK.
- 6 ALL SANITARY DRAINAGE PIPING SHALL BE SLOPED AT 1/4" PER FOOT.
- 7 PLUMBING CONTRACTOR SHALL COORDINATE ROUTING OF PIPING WITH ALL OTHER TRADES PRIOR TO COMMENCING WORK. ALL ALLIED TRADES SHALL BE WATER CONSERVATION TYPE AS INDICATED BY LOCAL BUILDING DEPARTMENT.
- 8 REFER TO THE PLUMBING DIAGRAMS THAT APPLY TO THE WORK ON THIS DRAWING. THESE DIAGRAMS PROVIDE GUIDANCE AS TO INSTALLATION INTENT AND DO NOT NECESSARILY SHOW ALL COMPONENTS REQUIRED.

SHEET NOTES:

- 1 CONNECT NEW PIPING TO EXISTING AT LOCATION INDICATED. COORDINATOR SHALL VERIFY EXACT SIZE, TYPE AND LOCATION OF PIPE OR CONNECTIONS TO BE CONNECTED TO NEW.
- 2 DISCONNECT EXISTING GAS PIPING FROM EQUIPMENT (E.G. CAMP AND AHEAD) IN PLACE. DISCONNECT EXISTING F.P. LINE.
- 3 3/4" GAS DOWN TO 1/2" WITH SHUT OFF VALVE AND CPT LGS.
- 4 DISCONNECT EXISTING WATER HEATER AND STOP SUTELL ON SITE FOR FEE USE. REFER ALSO TO CLEAN AND INSURE DRAWING.
- 5 COORDINATE EXISTING SLOPE WITH NEW SLOPE SCHEDULE ON SITE FOR FEE USE. REFER TO DIAGRAMS LGS 1 & 2-5.
- 6 COORDINATE EXISTING 6" HIGH TO 10" HIGH.
- 7 REMOVE EXISTING WATER HEATER AND SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LGS 1 & 2-5 FOR EXACT LOCATION AND WATER SCHEDULES. REFER TO DIAGRAMS LGS 1 & 2-5 FOR EXACT LOCATION WITH EXISTING CONTRACTOR.
- 8 EXISTING 3" PVC EXHAUST UP.
- 9 EXISTING AND CONNECT 2" PVC EXHAUST TO EXISTING 3" PVC EXHAUST UP FOR TEMPORARY USE.
- 10 EXISTING AND CONNECT 2" PVC EXHAUST TO EXISTING 3" PVC EXHAUST UP FOR TEMPORARY USE.
- 11 EXISTING AND CONNECT 2" PVC EXHAUST TO EXISTING 3" PVC EXHAUST UP FOR TEMPORARY USE.



ENLARGED PLUMBING PLAN
1/2" = 1'-0"

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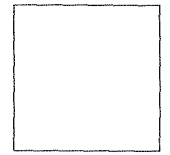


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ENLARGED PLUMBING PLAN

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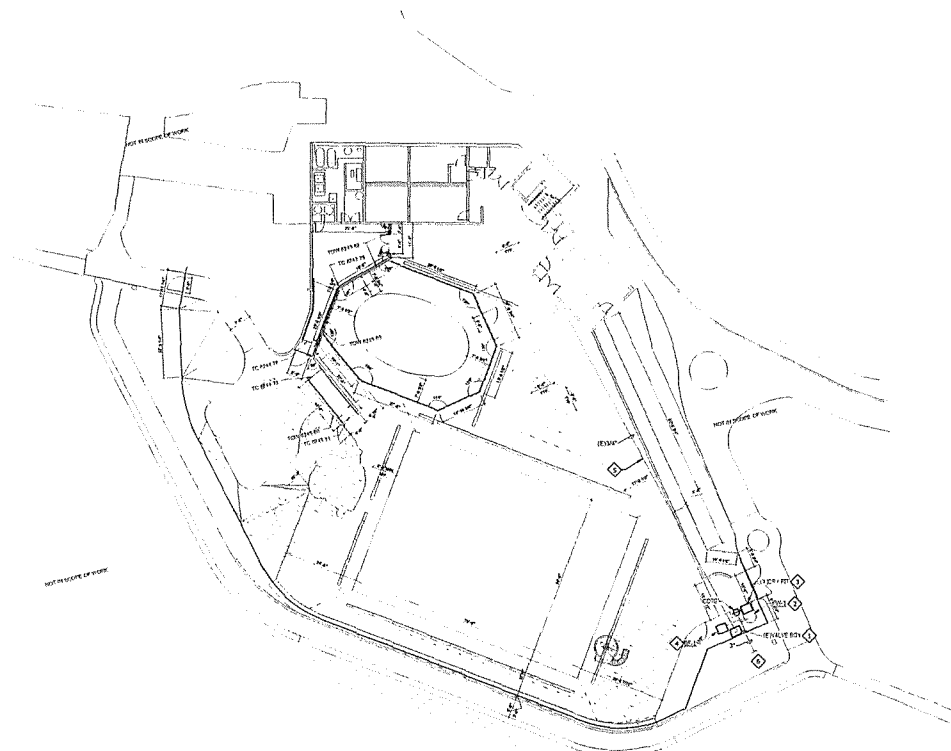
P1.02

GENERAL NOTES:

- 1 REFER TO PLUMBING PLANS FOR SIZES AND ROUTING OF CONDENSATE DRAINS
- 2 ALL WATER PIPING SHALL BE INSTALLED ON THE INTERIOR SIDE OF THE BUILDING UNLESS PROTECTED BY A HEAT SOURCE
- 3 THE CUTTING, NOTCHING AND BORING OF HOLES IN FLOOR JOIST AND WALL STUDS SHALL BE IN ACCORDANCE WITH THE LATEST APPROVED EDITION OF THE INTERNATIONAL BUILDING CODE
- 4 CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF ALL PLUMBING ROUGH-IN LOCATIONS. REFER TO ARCHITECTURAL DRAWINGS FOR FIXTURES AND EQUIPMENT LOCATIONS
- 5 CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING AND PATCHING AS REQUIRED TO ACCOMMODATE THIS WORK
- 6 ALL SANITARY DRAINAGE PIPING SHALL BE SLOPED AT 1/4" PER FOOT
- 7 PLUMBING CONTRACTOR SHALL COORDINATE ROUTING OF PIPING WITH ALL OTHER TRADES PRIOR TO COMMENCING WORK. ALL PLUMBING FIXTURES SHALL BE WATER CONSERVATION TYPE AS MANDATED BY LOCAL BUILDING DEPARTMENT
- 8 REFER TO THE PLUMBING DIAGRAMS THAT APPLY TO THE WORK ON THIS DRAWING. THESE DIAGRAMS PROVIDE GUIDANCE AS TO INSTALLATION INTENT AND DO NOT NECESSARILY SHOW ALL COMPONENTS REQUIRED.

SHEET NOTES:

- 1 REMOVE EXISTING VALVE BOX. PROVIDE NEW VALVE BOX WITH SHUT-OFF AND DRAIN CONNECTION FOR UNDER-SINK SINK. REFER TO EACH NEW VALVE BOX FOR EXACT LOCATION AND SIZE
- 2 ALL PIPING CONNECTIONS TO BE MADE IN ACCORDANCE WITH THE LATEST APPROVED EDITION OF THE INTERNATIONAL BUILDING CODE
- 3 REMOVE EXISTING FLOOR IN PLACE OF NEW FLOOR
- 4 REMOVE EXISTING FLOOR IN PLACE OF NEW FLOOR
- 5 REMOVE EXISTING FLOOR IN PLACE OF NEW FLOOR
- 6 REMOVE EXISTING FLOOR IN PLACE OF NEW FLOOR
- 7 REMOVE EXISTING FLOOR IN PLACE OF NEW FLOOR



1 PLUMBING SITE PLAN
PS1.01 IMP - V.P.



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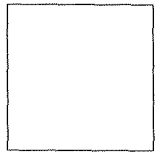
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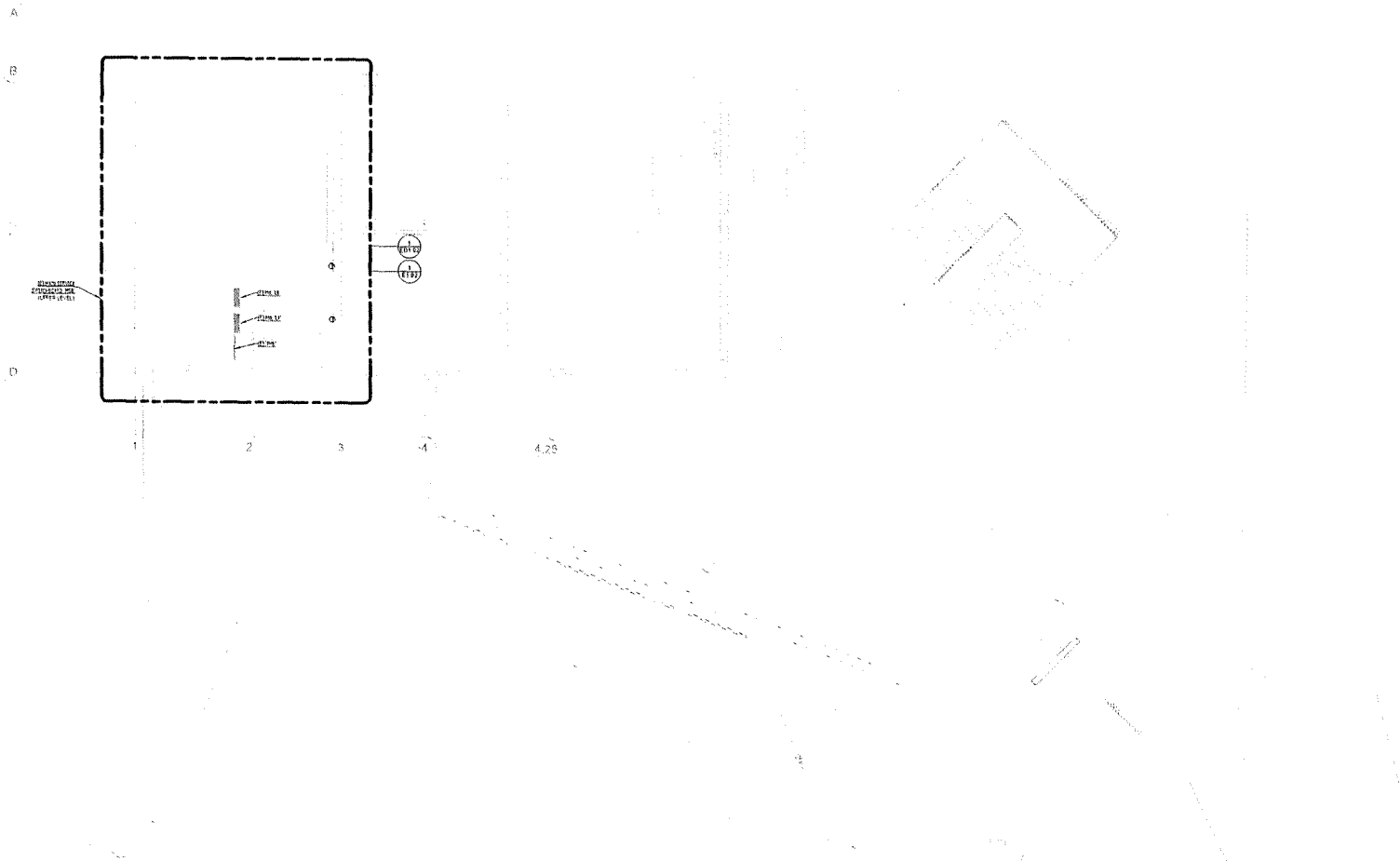
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Sheet Title
PLUMBING SITE PLAN

Date: March 12, 2021
Sheet No.

PS1.01



1 OVERALL LOWER LEVEL ELECTRICAL PLAN
 E101 1/8" = 1'-0"



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**OVERALL LOWER
 LEVEL ELECTRICAL
 PLAN**

Date: March 12, 2021

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Sheet Title
ENLARGED LOWER LEVEL ELECTRICAL PLAN

Date: March 12, 2021
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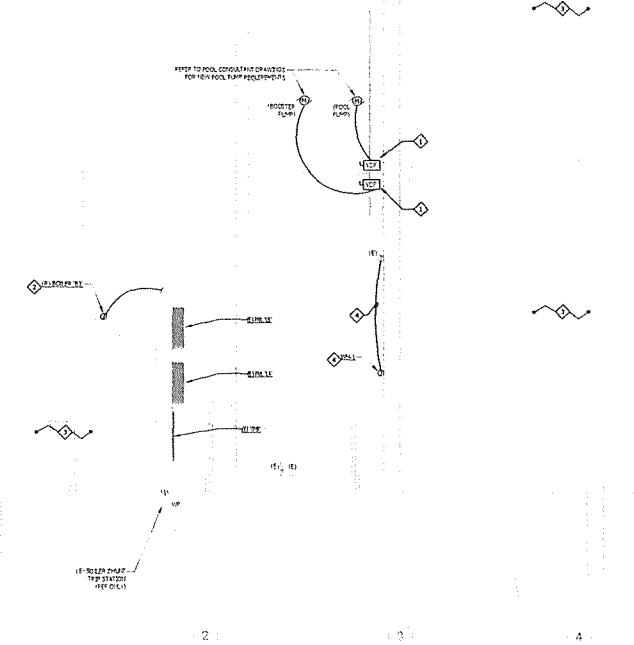
E1.02

GENERAL NOTES:

- REFER TO POOL CONSULTANT'S SPECIFICATIONS AND SPECIFICATIONS FOR ALL POND AND POND-RELATED TO ELECTRICAL SYSTEMS. REMOVE ALL ELECTRICAL SYSTEMS RELATED TO REMOVED POOL SYSTEMS.
- ENLARGE ALL PERMITS OR ELECTRICAL IS IN GOOD WORKING CONDITION UPON COMPLETION OF PROJECT.

SHEET NOTES:

- EXPLECT POOL PUMP EQUIPMENT IS SUPPLIED, INSTALLED, TESTED AND CONNECTED TO SYSTEM.
- EXTINGUISH AND RECONNECT WHICH IS INSTALLED LEAVING RECONNECTED TO BE 3-3.
- INSTALLATION, THIS ROOM.
- EXTINGUISH LOCAL 120V BRANCH CIRCUIT SERVICES PROVIDED GAS SYSTEM AND EXTINGUISH TO REMOVED, UNDER HEATER UNIT. ONCE PROJECT IS UNDER COMPLETION, RECONNECT TO REMOVED 120V AND RECONNECT ORIGINAL WATER HEATER. REFER TO PLUMBING PLANS FOR ADDITIONAL INFO.



1 ENLARGED LOWER LEVEL ELECTRICAL PLAN
E102 1/2" = 1'-0"

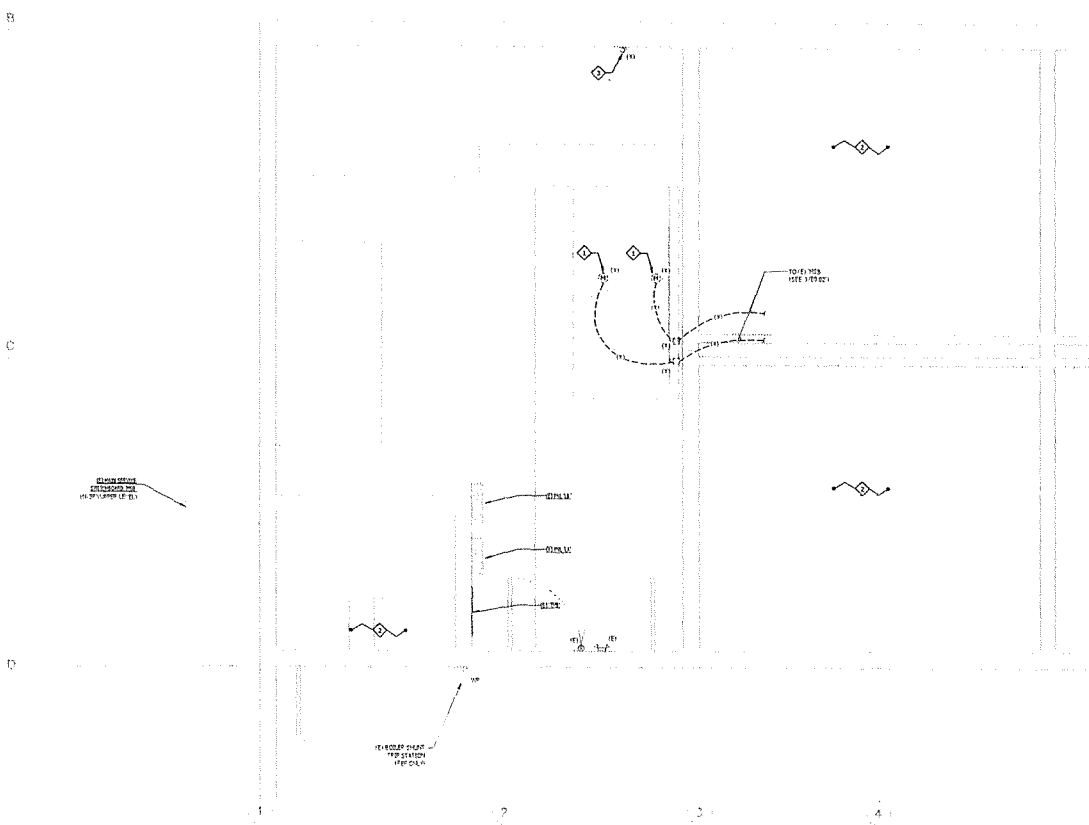



GENERAL NOTES:

- 1 REFER TO POOL CONSULTANT'S DRAWINGS AND SPECIFICATIONS FOR ALL CEILING AND NEW WORK RELATED TO ELECTRICAL SYSTEMS. REMOVE ALL ELECTRICAL SYSTEMS RELATED TO REMOVED POOL SYSTEMS.
- 2 REMOVE ALL REMAINING ELECTRICAL IN 60000 VOLTAGE COORDINATION COMPLETION OF PROJECT.

SHEET NOTES:

- 1 (N) ALL ELECTRICAL INCLUDING DISCONNECT SWITCHES, BREAKER CIRCUITING, ETC. ASSOCIATED WITH HOT TUBS, PUMPS. REFER TO POOL CONSULTANT'S DRAWINGS FOR ADDITIONAL INFORMATION.
- 2 NO NEW WORK, THIS ROOM.
- 3 (N) ALL ELECTRICAL ASSOCIATED WITH HIGHLIGHTED ROOMS. REFER TO A1-E1 FOR ADDITIONAL INFORMATION.



ENLARGED LOWER LEVEL ELECTRICAL DEMOLITION PLAN
 1 ED1.02 1/8" = 1'-0" 



225 South Arlington Avenue,
 Suite A
 Reno NV, 89501
 PHONE: 775.857.2340
 FAX: 775.857.2403
 WWW.TSK.COM



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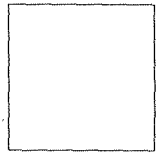
ENGINEERING CONSULTANTS
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 Reno, NV 89502
 775.828.4889
 msa-ec.com
 #R200099



Project
BURNT CEDAR BEACH - POOL RECONSTRUCTION
 665 Lakeshore Blvd,
 Incline Village, NV
 89451

Job No: 20016.10

Owner
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT



100% CD

REV#		DESCRIPTION	

Sheet Title
ENLARGED LOWER LEVEL ELECTRICAL DEMOLITION PLAN

Date: March 12, 2021
 Sheet No:

ED1.02

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
District General Manager

SUBJECT: Review, discuss and possible approve the adding of Parcel Number 130-331-03 (Situs Address: 1709 Lakeshore) to the District's Recreation Roll

DATE: February 9, 2022

I. RECOMMENDATION

That the Board of Trustees makes a motion to add Parcel Number 130-331-03 (Situs Address 1709 Lakeshore) to the District's Recreation Roll.

II. BACKGROUND

In October 2021, the current resident at the subject situs address contacted the District to inquire about why the subject parcel was not on the District's Recreation Roll. Staff researched the situation and found that the previous owner did not need or want privileges on this parcel as they owned an adjacent parcel. When the parcel was built out and sold to the owner prior to the present owner, it was an absentee owner who wasn't aware of this error. The current owner is an active owner that should benefit from Recreation Privileges. As the situs address does not have beach access, the parcel owner will only be assessed the Recreation Facility Fee and not the Beach Facility Fee.

Staff has checked the Washoe County Assessor's website and found this parcel to be qualified. Staff, after approval by the Board of Trustees, will inform the Washoe County Assessor to include the parcel on the District's Recreation Roll effective immediately.

As this is a routine business item, it has been placed onto the Consent Calendar for approval. This is done in accordance with Policy 16.1.1 which is available on the District's website at the following link:

https://www.yourtahoepace.com/uploads/pdf-ivgid/IVGID_Board_Policies_1.pdf

Paragraph 5.0 in Policy 16.1.0 addressed unbuildable parcels and exempt parcels; this parcel is neither as this was simply an error in not getting added to the Recreation Roll when it could have been. No amenities were accessed during this period therefore payment of back Recreation Fees is not applicable.

III. FISCAL ANALYSIS

The fiscal impact would be a pro-rated dollar amount for the current year Recreation Facility Fee and the additional of an additional annual Recreation Facility Fee added to the Districts Recreation Roll.

MEMORANDUM

TO: Board of Trustees

FROM: Indra Winqest
District General Manager

SUBJECT: Review, discuss, and possibly approve a Memorandum of Understanding between the Incline Village General Improvement District and the David and Cheryl Duffield Foundation for the conceptual phase of the Expansion of the Recreation Center

DATE: February 9, 2022

I. RECOMMENDATION

That the Board of Trustees makes a motion to approve a Memorandum of Understanding between Incline Village General Improvement District and the David and Cheryl Duffield Foundation for the conceptual phase of the expansion of the Recreation Center.

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

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.

At the Board of Trustees meeting of January 12, 2022, the Board took action and authorized/approved staff by unanimous vote 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. The District General Manager has worked with IVGID Legal Counsel Joshua Nelson and members of the David & Cheryl Duffield Foundation team to develop this Memorandum of Understanding (MOU).

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 static and dedicated space for gymnastics approximately 60 ft. by 60 ft. 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 will also work with the North Lake Tahoe Boys & Girls Club (NLTBGC) 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

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.

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
- Administrative 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

MEMORANDUM OF UNDERSTANDING REGARDING CONCEPTUAL DESIGN OF RECREATION CENTER

THIS MEMORANDUM OF UNDERSTANDING (“**MOU**”) is made and entered into as of this ____ day of _____, 2022, by and between the INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT (“**District**”), a Nevada general improvement district, and the DAVE & CHERYL DUFFIELD FOUNDATION (“**Foundation**”), a Nevada non-profit corporation, to confirm the understanding between IVGID and Foundation regarding Foundation’s payment for and/or reimbursement to IVGID for the design and permitting for an expanded recreation center as set forth below.

RECITALS

WHEREAS, IVGID owns and operates the Incline Village Recreation Center, which is located at 980 Incline Way, Incline Village, NV 89451 (“**Recreation Center**”) and

WHEREAS, IVGID is interested in expanding the Recreation Center to include a multi-use gymnasium, programming space, and ancillary infrastructure to increase the ability of the Recreation Center to provide gymnastics and other community oriented programming with an emphasis on youth and families (“**Expansion**”); and

WHEREAS, the Foundation is willing to fund the development of a conceptual design phase for the Expansion as set forth in this MOU.

TERMS

NOW, THEREFORE, in consideration of the mutual promises, covenants, and conditions herein set forth, and the recitals above, which are incorporated herein by this reference, it is agreed by IVGID and Foundation:

1. **Expansion.** IVGID shall develop a conceptual design for the Expansion as outlined in Exhibit A, incorporated by this reference. The Foundation may provide input into the development and contents of the design but IVGID shall have the sole discretion and approval over the same. IVGID may utilize its staff and/or a third party consultant to develop the conceptual design for the Expansion, including internal contract and project management. All services and work set forth in this Section for the Expansion shall be referred to as the “**Work**.”

2. **Funding.** The Foundation shall pay all third party direct costs incurred by IVGID for the Work, and the Foundation and IVGID shall meet and confer on a not-to-exceed amount for any third party direct costs for the Work prior to its commencement. IVGID shall provide notice to the Foundation of the not-to-exceed amount prior to execution of any contracts for the Work, and IVGID shall not exceed the identified amount without prior written notice to the Foundation and an opportunity for the Foundation to terminate this MOU with written notice to IVGID and without any further liability or responsibility for costs in excess of the identified not-to-exceed

amount. The Foundation shall reimburse IVGID for its actual direct costs for the Work, which shall not include internal staff time. All third party costs shall be invoiced to Foundation on a monthly or other interval as determined by IVGID. Upon receipt of an invoice the Foundation shall timely pay the same.

3. **Future Efforts.** Upon completion of the Work, the parties shall meet and confer regarding whether to construct the Expansion. Either party retains the sole and complete discretion to decide whether to do so. Future cooperation, if any, regarding the Expansion shall be documented in an amendment to this MOU or a separate agreement.

4. **Termination.** Either party may terminate this MOU with forty-five (45) days' written notice to the other party with or without cause. In the event either party terminates this MOU without cause and except as set forth in Section 2, the Foundation shall be responsible for all Work incurred up to the date of termination plus all Work reasonably necessary to terminate any third party agreements.

5. **No Waiver.** The waiver by any party of any breach or violation of any requirement of this MOU shall not be deemed to be a waiver of any such breach in the future, or of the breach of any other requirement of this MOU.

6. **Notices.** Any notice or other communication (“**Notice**”) which any party may desire to give to the other party under this MOU must be in writing and given to the respective parties at the following address, or at such other address the respective parties may provide for this purpose:

IVGID: Incline Village General Improvement District
 893 Southwood Blvd.
 Incline Village, NV 89451

Foundation: [insert]

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first-class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

7. **Interpretation.** The headings used herein are for reference only. The terms of this MOU are set out in the text under the headings. This MOU shall be governed by the laws of the State of Nevada without regard to the choice of law or conflicts.

8. **Venue.** This MOU is made in Washoe County, Nevada. The venue for any legal action for the purpose of interpreting or enforcing any provision of this MOU shall be in Washoe County.

9. **Attorneys' Fees.** If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this MOU, the prevailing

party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

10. **Third-Party Beneficiaries.** Nothing contained in this MOU shall be construed to create any rights in third parties and the Parties do not intend to create such rights.

11. **Severability.** If any provision of this MOU, or any portion thereof, is found by any court of competent jurisdiction to be unenforceable or invalid for any reason, such provision shall be severable and shall not in any way impair the enforceability of any other provision of this MOU.

12. **Amendment of MOU.** This MOU may be amended at any time by mutual agreement of the parties.

13. **Entire Agreement.** This MOU constitutes the entire agreement between the Parties relating to the subject of this MOU and supersedes all previous agreements, promises, representations, understandings and negotiations, whether written or oral, among the Parties with respect to the subject matter hereof.

14. **Effective Date.** This MOU shall become effective as of the date executed.

15. **Limitation of Liability.** Nothing in this MOU limits or waives IVGID's immunity from liability as set forth in NRS Chapter 41 or other applicable law.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties hereto have executed this MOU on the date first above written.

**DAVE & CHERYL DUFFIELD
FOUNDATION**

**INCLINE VILLAGE GENERAL
IMPROVEMENT DISTRICT**

EXHIBIT A

The District anticipates that the conceptual design for the Expansion shall include but not entirely limited to the following:

- A Multi-Use Gymnasium. This Gymnasium to include a dedicated, approximately 60 ft. by 60 ft. space for Gymnastics Programming.
- Additional Programming and social areas
- Administrative Space
- Small Kitchen/Restroom facilities
- Appropriate Storage

The development of the conceptual design shall include architectural or similar drawings for the Expansion including three dimensional renderings and images.

The design shall also include project and programming plan and costing as set forth below:

Project Cost Estimation – Overall estimation of project costs including estimate for full design and project management services.

Operations & Maintenance Cost Estimation – General Maintenance and operational costs including utilities and other fixed costs such as insurance, custodial etc.

Operations and Programmatic Plan to include potential collaboration with the Boys & Girls Club – types of programs and activities, staffing needs and levels, fee structure, and similar related activities.

MINUTES

REGULAR MEETING OF JANUARY 12, 2022

Incline Village General Improvement District
(Updated)

Incline Village General Improvement District regular meeting of the Board of Trustees of the Incline Village General Improvement District was called to order by Board Chairman Tim Callicrate on Wednesday, January 12, 2022 at 6:00 p.m. via Zoom.

A. PLEDGE OF ALLEGIANCE*

The pledge of allegiance was recited.

B. ROLL CALL OF TRUSTEES*

On roll call, present were Trustees Tim Callicrate, Sara Schmitz, Michaela Tonking, Kendra Wong and Matthew Dent (arrived at 6:35 p.m.).

Members of Staff present were District General Manager Indra Winqwest, Director of Finance Paul Navazio, Director of Golf/Community Services Darren Howard, Director of Human Resources Erin Feore, Engineering Manager Kate Nelson, Diamond Peak General Manager Mike Bandelin, and District General Counsel Joshua Nelson.

C. INITIAL PUBLIC COMMENTS*

Dick Warren said take a look at page 155 of the Board Packet regarding Funding Capacity for Capital Projects. It is hilarious that IVGID Staff uses the term "limited capacity" and that the funds will be exhausted by June 30, 2023. That is an outright lie! Let's make this simple - the Five Year Capital Plan calls for \$28,324,000 in Capital Projects for the Community Services Venues and the Beaches (pages 158 to 164). At the end of FY 2021 there was \$13.4M in Cash over and above reserve balances established by the Board. Why is that? Because over the past 6 years, the portion of Facility Fees budgeted to support operating the Community Services Venues was not required. Yet each and every year, this Board kept taking money from citizens for no good reason and would not adjust the Budgets to reflect lower Facility Fees. The amount taken unfairly and violating Board Policy was \$11.5 million!!! The Five Year Projections provided last May clearly indicate that this Board wants to continue gouging property owners for Facility Fees of \$6.6 million each year. Historically, we know that approximately \$800,000 annually is required to support Beach Operations, but zero support is needed for operating the Community Service Venues. That would be \$5.8 million per year which could only be used for capital projects, or \$29,000,000 over the five years. So with the June 30, 2021 excess reserves of \$13.4 million and the budgeted intent to collect an additional \$29 million over the next five years there would be \$42.4 million available to pay for ONLY \$28.3 million in planned capital expenditures, leaving

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Meeting of January 16, 2022

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about \$14 million, an amount which is higher than the current excess reserves. What nonsense it is to say that the funds will be exhausted and there is limited capacity. Board, why do you listen to Staff? Either they are lying or just don't understand what they are saying. It is totally unfair that this Board would suggest continuing to collect, from property owners, Facility Fees for Community Services Operations which are not needed, especially when results for the past six years indicate \$11.5 million of the Facility Fees collected were never needed! It was never intended that Facility Fees would be a fixed amount annually. The Fees were doubled 10 years ago to support Bond payments which have all been relinquished, and the Facility Fees should be reduced to fair levels, or a refund should be issued promptly. Maybe what this Board really needs is a psychologist as contemplated in Item 6 of the Board Packet, or maybe just introduce the concept of honesty. Thank you.

Mike Abel said his comments tonight address the insanely foolish proposal to enter into a contract with the Mathis Group which from what he can figure out – is a “group” of one person. Only our esteemed Chairman Callicrate could come up with such a stupid proposal – naturally supported by our esteemed GM and two never-say-no Trustees. Perhaps our Trustees did not receive enough attention from their mothers when they were children. Perhaps they did not learn to clean up after themselves in kindergarten. Perhaps somebody called them a name on the playground. Perhaps they have unresolved issues with relatives. He loves all of the ways the “Dr. Bill” will solve IVGID’s problems. But frankly it just sounds like a lot of IVGID bovine excrement. Frankly when we have Trustees who are willing to throw away \$56,000 of the taxpayers hard earned money on this crap, it is high time to look for new Trustees. He suggests that our “conflict unresolved” Chairman find a shrink on his own dime rather than have the taxpayers subsidize his personal shortcomings and lack of strong leadership skills. Or how about just screaming to the public that you are all a bunch of weak-kneed snowflakes that one, cannot return difficult phone calls to resolve conflicts; two, tolerate lies and ½ truths from your staffers; and three, never respond to the serious concerns of the public. Next issue – Priority Projects - he noticed that the Diamond Peak master plan is coming up again for discussion. He says forget the stupid Summer proposals and concentrate on what makes money. What makes money and attracts people is quality ski lifts, decent facilities, and good trail grooming in the winter. The Lakeview chair is at the end of its useful life. This is the core lift of Diamond Peak. It is time to make the jump and install a detachable quad lift or detachable six-pak lift on Lakeview. This would dramatically improve skier safety and enhance DP’s image as a real ski resort rather than IVGID’s stepchild. This could be combined with a MODESTLY expanded Snowflake restaurant. As a skier and frequent DP visitor, these two enhancements will provide real value to our community allowing a commensurate increase in safety, customer satisfaction. and allowing a commensurate increase in ticket/pass prices. Finally, he wants to comment on the Duffield proposal. While we as a

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community should welcome this fine offer to fund a dramatic improvement to our facilities. He has two concerns about this proposal: 1. He is very put off by the timeline of having an MOU in place by February 9th. This is a massive project and he thinks that the community should be more substantively engaged prior to making a MOU commitment. 2. How will this MOU/Commitment be financially structured. In the past IVGID has grossly underestimated projects and mismanaged them – sometimes the costs run 2-3 times what their early estimates are. This financial commitment needs to be hammered out and funds should be reserved or escrowed for any commitment. 3. Finally, what will IVGID's obligation be under this MOU to the Boys and Girls Club of No Lake Tahoe. Does IVGID even have the legal authority to make such a MOU under Dillon's rule?

Aaron Katz said he is going to talk about priority projects, item G.4. You Board members are not listening to him but others in our community are, and that's why he continues to speak. It's essentially everything you and your staff do. It's a lack of transparency; its lies; its deceit, and its misrepresentations and massive waste. It's everything. Pick a subject. Doesn't matter which one it is - start digging for the truth. And when you reach the core, there is no truth, nor goodness, nor ethics. It's all a lie and all advanced by local property owners who are made to financially subsidize everything that's wrong here. Staff advanced the narrative that their Staff are competent and trustworthy, ethical, and forthcoming. Call upon to lie. The truth is your Staff can't do anything in a professional manner. Look at the Burnt Cedar Pool, or the Pond Liner, or the Effluent Pipeline, or the ball fields of incline park, or how about the mountain bike pump track, or the mountain course cart pathways, or maintenance of the golf carts or maintenance of the county's parks or maintenance of the county's dedicated streets. It's everything all the time. This item seeks Community Services priority projects that are by and large projects that create new facilities and new programs. Yet the community told Staff directly, not bigger, not now, not more expensive, maintain what you've got, and that's it. Does Staff listen, of course not. Look at page 164 of the Board packet - \$22 million proposed on Community Service projects. \$6.4 million proposed on Beach projects, and this is just in the next five years. That's over \$5.6 million a year each year, over the next five years. And since our Staff can do anything, he is confident it's probably closer to \$8 million a year. Where's the money going to come from? Your Recreation Fee. So, those are public facilities that will be used by those who were not paying any of the \$28 million and you think that's okay? You think that's fair? You're crazy. Before you pay anything for these pie in the sky projects, you need to survey property owners and ask them if they're willing to pay for something Staff refuses to do. You know the answer. Be responsible for once. Thank you.

Margaret Martini said what??? Step 2 of a minimum 3 step project which purports to teach Board members and staff how to act as responsible adults and get along with each other. Most likely the ultimate cost will be in the neighborhood of \$100,000. When all is said and done. This is due to the Board vote to pay the

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Mathis Group an initial payment of \$8,000 to develop a proposal that is intended to provide therapy to Board members and staff under the guise of 'professional development' she is assuming. This was a non-budgeted expenditure as many are and is only the first step in an anticipated long range program with many steps and many more dollars. She thinks that the District Clerk has said to another community member that \$6,600.00 was a budgeted amount and as is typical the Board forged forth with an unbudgeted overage. Is it possible that the Board did not know the amounts budgeted? She would say that is a distinct possibility and most likely a probability. If the Board cares to look at the proposal by Mathis they will note (hopefully) that \$48,700 or Phase One is the proposed amount ... WHAT! !?? ... and where is the money budgeted for this second amount ?? And what about Phase Two? How much more for that one? So one can see how the amounts can add up to her stated amount of around \$100,000. Maybe more since the Board has proven over and over, as well as Staff, that the dysfunctionality is wholly apparent. Notwithstanding, 60% of the Board is up for reelection this year. So, in conclusion all of this psychological training is going to be a waste of time AND MONEY on the possibility that the makeup of the Board will most certainly change. This is beyond an exercise in futility and a gross waste of taxpayer funds. We can only hope that a newly elected Board will act like responsible adults and not need this expensive psychological training on how to be responsible adults in doing their jobs. WE CAN ONLY HOPE !! Going forward should not even be considered if one looks at all of the facts which point to an expensive, overpriced she is sure, exercise in futility. Common senses should reign on this one. IF ONLY!! The District General Manager has indicated that there is "unfunded as it was not expressly included in the approved fiscal year 2022/23 budget. So what does Staff do ????? Finds a way around to spend the money from somewhere else from the General fund, presumably. Or some other tap dance into other funding resources paid for by the taxpayers. The District slush fund known as unrestricted fund balance will again raided for such frivolous endeavor. How about looking at some fiscal responsibility and ethical behavior to those that fund this carelessly run government agency that we call IVGID.

Cliff Dobler said these written comments should be made part of the Board meeting minutes. Back in 2016 and 2017, a survey of property owners was accomplished in conjunction with a new master plan. The results were presented to the Board on February 21, 2018. The survey stated clearly that 68% of the people surveyed had funding priorities that focused on taking better care of what we have and improve the conditions and appeal of the recreational facilities and parks. Only 32% of the people surveyed considered funding priority should be to invest in buildings or expanding recreational facilities in response to increasing demands, be visionary for the future. Does the Board understand this? So, subsequently a master plan was done and approved by the Board considering expanding recreational facilities; a disconnect, no doubt about it. Now here's some fascinating stuff that was not in the master plans: The Burnt Cedar pool, golf course cart paths, maintenance

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buildings at the golf courses, and a complete replacement of Diamond Peak parking was never addressed. So much for a complete master plan. Let's talk about care of what we have and improve conditions. The lawns at the Recreation Center, the beaches, and Village Green are not grass lawns but weed logged. How come the golf courses can grow actual grass but the lawns at these other venues grow weeds? According to the Director of Golf/Community Services, over 60% of the Championship golf cart paths need replacement. The paving project at Diamond Peak is not even in this memo. The Incline Beach house set idle for 4 years; \$250,000 was blown on an excessive design and it is not even in the current 5-year plan. The Diamond Peak use permit with the United States Forest Service expires on December 31, 2023 which only allows for one more ski season and that is not even mentioned within the report. This memorandum is an eyewash so the Board can feel good about picking things and doing nothing. There is no plan. How about a real capital plan? He, together with several other community members, will provide a real capital plan on taking care of what we have and present it to the Board sometime in April. By the way, Chairman Callicrate, he never got anything regarding these purported comments that he said about Davis Farr. He assumes Chairman Callicrate is going to provide a policy tonight, simply because he can't find any correspondence or anything that he said. Thank you very much.

Charley Miller said he just wanted to say that he is in support of the item that the gracious Duffield's are willing to donate money for a needed Recreation Center expansion. He recognizes that there are many pieces to the community that we could be investing in. But our youth and teens are paramount amongst all, and he really hopes that people get behind this. The Duffield's have done great things for our community. They live here, they're part of it. They've done the ball field and numerous other pieces in the Boys and Girls Club. They don't stop giving. He says thank you to them. This item is merely to get the design going with minimal Staff time to facilitate that. And then with the intention to construct in a short timeframe as well. Construction prices are crazy. We know that throughout the lake and northern Nevada. It's very gracious of the Duffield's to donate their money for this community. Thank you very much. I'm in support.

Gwen Paul said she is also calling in in support of the Duffield's very generous donation offer. She was born here, raised locally, and has grown into what she would humbly say is a successful adult here in Incline. She can't even imagine what something like a well-developed Recreation Center would have done for her. She currently works as an engineer in town and looks forward to developing or to growing a family here. She can't imagine that better opportunities than what the Duffield's have offered us for the Recreation Center. Having a place to grow, learn and develop skills beyond being an athlete where you learn to be a teammate, where you can hang out with your friends. It presents an immense opportunity that she thinks this Board should be grateful for. She thinks this town should be grateful for it too. She really wants to make sure it's clear that we don't develop a town

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without our youth. And we can complain about every single current path or budgetary issue that you want. But this town doesn't exist without our youth. And growing and developing them will be essential to us. Thank you for your time Board; she thinks you guys are doing a great job. She really appreciates the fact that you're able to sit here and handle some incredibly inconsiderate and rude comments, despite us all being adults. She thinks we can all grow up a bit here. She appreciates everything you guys do. She also appreciates the IVGID Staff; she has already skied 15 times this year and she has been incredibly impressed by the Staff, let alone the facility. She is a proud local and she is proud of the Board of Trustees; thank you for your time.

Judith Miller said she just wanted to mention that she is still waiting for a response to my public records request of December 16; she hopes the Board can look into that. The District is on track to receive about \$4 million in State taxes and property taxes. Instead of the money going for recreation, all it pays for is administrative costs. She doubts that's what the legislature had in mind when it allocated a portion of these taxes to GIDs. If we didn't subsidize so many capital-intensive businesses, perhaps the programs and services that are typically offered by public agencies, like parks, open public tennis courts, a basic recreation center, swimming pool programs, and perhaps even a basic mountain golf course, could be provided with either no user fees or very affordable fees supplemented by the District's tax revenues. You've all seen that pyramid for cost recovery. We fail to charge adequate fees for the more business-like programs like golf, tennis, and ski. We subsidize these more individual activities, not only with the facility fees, but also with our taxes. The District can't seem to generate enough revenue from its business-like activities to cover all the ongoing costs. Even Diamond Peak is losing money if you consider the looming expenses of improving Ski Way and the fact that it really has never paid its fair share of central services. If we can't run these businesses at breakeven, why are we looking to expand to even more areas? The pattern of acquiring and building more facilities that require both public and private subsidies is unsustainable. For more than a decade, facility fees weren't used for facilities. They have only encouraged overspending and funded just a single new facility, the Burnt Cedar pool. The most recent surveys were clear, as Mr. Dobler pointed out, the community wants it to focus on maintaining facilities not adding new ones. Yet given tonight's agenda, that directive is being ignored. New facilities shouldn't even be considered until the District learns to live within its means, user fees, and tax revenues. Once that goal is achieved, the community, not the Board, should prioritize new facilities, then as the majority of Board members promised, without a bond measure on the ballot, to provide funding by a true facility fee. Until then, stop charging this disingenuous fee. If the Board feels strongly that they were elected to make the tough decisions, start with setting appropriate user fees.

Gail Krolick said she is actually appalled listening to some of the public comments presented here this evening. First and foremost, she is a proud resident of 31 years

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here in Incline Village, my daughters were born and raised here as well. Back in 1999, she had the privilege of being a Trustee for this community through 2002. In 1999, we had a Board that was dysfunctional, she would say at best. A lot of concerns she heard again this evening. But different characters, different voices, same old nonsense, to be frank. However, back in 1999, the Board was frustrated, the community was frustrated. We had endless roundtable discussions and we seemed to be spinning our wheels, kind of like how we're doing now. And then Mr. Mathis appeared. It was the most incredible training she has ever received in her career. Not only did she learn how to communicate better amongst my peers and my Board members but also with the general public of Incline Village/Crystal Bay, and also with the General Manager at that time, Mr. John Danielson. We really built a team within our Board and with our community. And she would trust that Dr. Mathis, after having 40 years of an incredible career, can do this again, not just for the Board but for this community where we can really learn to work together. Mr. Duffield and the amount of money that they have given to this community, to our youth, to our seniors, and they came to the aid when we had that horrific pandemic COVID. They were taking care of individuals who couldn't pay mortgages and putting food on their table. And now they come yet again, after hearing countless people, same characters over and over, for the last 2 years, and yet they still come forward and they are willing to donate not just their time and their Staff but thousands upon thousands of dollars to expand our Recreation Center. First, she would like to thank the Duffield Foundation and the Duffield's personally for their never ending giving to this community. And she wants to thank our District General Manager for developing partnerships with the Duffield's over the years. Since he was a front desk counter person at the Recreation Center, he's done a remarkable job of fostering this partnership IVGID has and the one that Washoe County School District has with the Duffield Foundation. To all the naysayers, she understands your frustration, but she would encourage you to pick up the phone and talk and think about how you are presenting yourself and tone of voice. Perhaps it's your delivery that is frustrating everyone else in the community because not everyone feels like you. Thank you for your time.

Jaime Miller said she is a local resident with school-aged children. She wants to express her support for the Recreation Center expansion and say thank you to the Duffield Foundation and Duffield's for their generosity in this community.

Karen Schussler said she is an Incline Village resident and active member in the school community. We are in support of Recreation Center expansion. Thank you to the Duffield's for your generous contributions. Our family looks forward to the many benefits that this expansion will bring to the community. Thank you.

Katelyn Wright said she is calling about the Recreation Center. She is a professional athlete. She grew up in Incline and has been here her whole life. One of the biggest things growing up was the stability of community around sports. We

didn't have that with Recreation Center. We had that with individual sports we were playing. With how close knit this community is with the kids, it's important for developing skills; this Recreation Center is a great idea. The Duffield's are doing a great job bringing this to the forefront. She would have benefited from this growing up, having a place for kids to go, and have a part of something bigger as would have the whole entire community. She played everything; she grew up here. IVGID has been a big part of her life and sports in general. It's a big opportunity. It can bring everyone together and the schools together. It's a great idea. She is in massive support of it.

Sabrina Duke said she is a long-time resident with children here in Incline. She would like to thank the Board for their time and effort. She is calling in to support the Duffield's offer to improve our Recreation Center for the community. It should not be up for discussion. Thank you to the Duffield's. This does not deter from the master plan of our community but rather adds to it and makes our community better and our children, especially, our youth of our future.

Mike Erickson and Danielle Erickson were/are 13 year residents of Incline Village. We are calling in to support the Recreation Center expansion due to the generous offer of the Duffield's and the Duffield Foundation. We have been a member of the Recreation Center for 13 years; since we moved here. Our fees haven't gone up like everything else in this world has. Raising our fees to cover the cost for an amazing Recreation Center expansion seems logical to us. It would be crazy to turn down such a generous offer. We are in total support.

Cindy and Chris Arnold said they moved to this community about six years ago and know the Duffield's. We worked for Mr. Duffield. We cannot begin to tell you how much we support this generous gift from this family. They are not seeing any issues with all of us having to pay a little bit more, they think it should be expected so that this community can get things, not just for the kids, but for the people that continue to move here. They implore the folks who have issues with this to remember when you were young. Please remember when you had a family. And please remember that if you do open up your hearts so that others can use this community and there will be more space for you to do things as well. They want to thank the Duffield's, community, and everyone who showed up to talk about this issue today.

Matt Pleshy said we've been Incline Village residence for about two years. We have two daughters, ages 12 and 8, who think this is just a paradise. He wants to thank you and the Board for all that you've done for Incline over the years. We do know the Duffield's; they're wonderful people and we are in full support for this Recreation Center addition. We think it's going be wonderful for the entire community and look forward to it and he hopes the Board approves it.

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Public member (inaudible) said he is in full support. He has heard from other parents who we coach with in youth program here in town. He has spoken with Mr. Duffield directly about the plan for future baseball, basketball, football here in town. He wanted to share an example of why we need this expansion. Last Sunday, he took about a dozen girls to the Recreation Center who are on the school team. Those girls practiced for their first game. We need the space. Pickleball had the court reserved. It's a great resource to have. He is in full support.

Andrew Ellis said he would like to thank the Board for making many improvements here in this town. And he is very excited about the new Duffield project. As a parent of two high school kids, he has spent many years struggling to find places for his kids to recreate, be busy, and, quite frankly, to stay out of trouble. Often the Recreation Center is overcrowded and unavailable. Now we've been offered this incredibly generous gift and we need to move forward as quickly as possible. Compared to private gyms, the Recreation Center remains incredibly affordable and a slight increase would be well worth the much-needed improvements we would get in return. Might he suggest this to some of the people that commented earlier that seemed quite unhappy in this town, you know the value of these houses are really high rate now so it might be a good time to sell at a premium and move into an actual retirement community because this town would really like to stay young and vibrant so let's do it. Thank you.

Jim and Katie Liam said we are fairly new residents to the community. We've only been here for four years. Frankly, we are just excited to be here. We've been very blessed to have such a great opportunity and community to live in. We live in a community surrounded by such wonderful donors including the Duffield's which we are very grateful for. He and his wife are in full support of this investment in this community. It's an absolute fantastic opportunity for us to invest in our children. And he echoes what was said that calm, cool minds will prevail. He thinks that's what we need to talk through this and make sure that we stay focused on what's important which is the future of our community and the health and safety for children. Thank you.

Casey Jennings said he is in support of Duffield's Recreation Center project. He went to high school here in 1993. There were a lot of extracurricular activities outside of school that he would not his kids to be in nowadays. There was a lot of drinks and a lot of things that we probably shouldn't have been doing. We were bored. He is in total support of this item. He thinks it gives the kids and the youth another place to go and visit without their parents but surrounded by their peers and other sports programs. He can't see why anyone argue why we wouldn't have this. He is sure the golf cart paths are fine. He knows Diamond Peak is. He is in total support and he hopes we can get this project passed as he looks forward to it. Thank you to the Duffield's. Good night.

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Karina Rowan said she has been a resident here about 15 years. Her husband and his family have lived here for nearly 26 years. We have two young children at IES. She wants to thank the Board as well, along with what everyone else has said. Thank you to the Duffield's and their support of this community. We are calling in to support this is well. She wants to piggyback on what Mr. Jennings said about keeping adolescents safe. Juvenile crime is a common problem in small towns. It will provide a safe place for people to hang out, make new friends, and to stay out of trouble. She thinks it's something that we can focus on. A community center will prevent these problems like even children are having obesity problems and promote health and wellness. There's not a lot of entertainment options in the winter for families if you don't ski and this will provide an outlet not only for children but also the parents as well and that is needed. It will boost property values as far as she can see it. And obviously they've gone up here so it's going to help them with the resale value of our home. There's additional support for our children. Thank you to everyone and thank you for your support for the Duffield's and the Board. Hopefully, we'll get this passed. We're in support.

Robert Donahue said he has lived in Incline for the last 6 years and he is also involved in the community. He is the AYSO soccer commissioner, he has coached flag football for a number of years, and he has been a soccer coach in town some numbers of years. The one thing that he looks at, being the soccer commissioner, is trying to keep the youth as involved as we can in sports, athletics, and competition because he thinks that brings a great situation to the youth. It gives them something better to do and the camaraderie and the growth as a community that he sees develop. He has been coaching for the last 6 years and he has seen these kids grow from when they were at 6 years old to now when they're 12 and 14 and to see their growth and what they learn as a team and how they go out into community. When they see everyone out and about together, there's a sense of a wholeness of that we're all probably experienced in Incline. It would be very easy, if we didn't have that, they would fragment off. And now he looks at it as he is wanting to try to put together different winter and spring leagues and there isn't really a place to do it. He did try to put something together at the Incline Middle school or Incline High school and of course the schools have been great, but he could actually run programs every night of the week for kids from 6 to 14. He thinks that would be immeasurable growth and an asset to the community going forward as opposed to having everyone break off. Without skiing, there aren't a lot of outlets. He has seen, with other communities and visiting different regions and location, having a vibrant soccer community, that it really keeps the community, athletes, and the youngsters together pulling for each other and seeing each other rather than leaving them to literally to their own devices. He just thinks it would be such an asset and such a great value to expand the Recreation Center and to incorporate this into the community.

D. APPROVAL OF AGENDA (for possible action)

Board Chairman Callicrate asked for any changes to the agenda. Trustee Schmitz said she would recommend that General Business Item G.3, Board Policies for Approval – Policy 7.1.0, 8.1.0 and 18.1.0, be removed from the agenda for a couple of reasons. First, she understands that our consultant, that we have hired, actually hasn't had an opportunity to review these draft policies. Secondly, as a Board member, she just received the Moss Adams report and should would like to listen to the Moss Adams recommendations and have time to absorb that and at a later meeting give more constructive feedback on these policies. She thinks it would be wise for us just to defer this item to give us all that opportunity. Board Chairman Callicrate stated he is in disagreement so he is going to refer to District General Counsel as he thinks that it has been our practice that we have voted if this is to be taken off the agenda so do we do a vote on this like we've done that in the past? District General Counsel Nelson said that's correct and he would recommend that we see if there are other requested edits to the agenda and they could all be handled in that way and we could split them up. Trustee Dent asked if the draft policies were reviewed by our consultant? Board Chairman Callicrate stated he is under the impression that the initial draft policies were looked at but the scope of worked, for Moss Adams, was to look over the initial and then the final was up to the Board and our Directors of the specific departments who are working on these to come to the finalized policy; so that wasn't in the initial scope rather it was to look over the draft and make their recommendations which they made. Director of Finance Navazio said the scope of work for Moss Adams did not contemplate the review of all of the policies that are currently being reviewed and updated as the Board will hear under agenda item G.2. They did review early drafts, have Board Policy 8.1 and provided feedback on that per the scope of work. We're happy if this item is on agenda to discuss with the Board on how the Moss Adams recommendations have been factored in but their scope of work never contemplated weighing in on reserve policies or central services policies. The very specific scope focuses on capital planning and budgeting which are not policies included in item G.3. Trustee Tonking said she echoes what the Director of Finance has said and if we had a scope of work for every policy, it would be extremely expensive; even the cost to review them was extremely expensive. She feels confident these policies were reviewed multiple times and what Moss Adams proposed, the parts of are similar to what's in other policies, hopefully is what ends up on the agenda. District General Counsel Nelson said this is starting to turn really into a debate on this substance of the item. He said he will defer to the Board but the Board may consider leaving the item on the on the agenda which does not mean the Board will take action on the item rather it would give an opportunity to discuss some of these issues to some more detail. Trustee Dent said so he was trying to get his question answered and that it sounds like an initial draft of some of the policies were reviewed by Moss Adams but maybe not this draft. Policies 8.1, 9.1 and 2.9 were part of their scope to review and that's what it says on agenda

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packet page 61 so that's why he is confused and trying to get answers. Board Chairman Callicrate said that he thinks that in light of that, there are more questions that are needing to be asked how he doesn't want to get into a substantive debate which would not be what we would be talking about on this agenda item. Director of Finance Navazio said Staff is comfortable with the work Moss Adams performed as it was exactly what we asked them to perform and that is preparing an item that's on the agenda this evening. Trustee Wong said she knows how much time and effort goes into crafting these agendas and in the order in which things are placed but given the amount of public comment that we had related to General Business Item G.5., would it make sense to move General Business Items G.4 and G.5 to the beginning of the agenda? Trustee Wong continued that these two conversations lead into each other just given the volume of public comment we had related to G.5. and that this was just a suggestion. Board Chairman Callicrate said there were 26 people that weighed-in on those two items so those would be the proposed change. Trustee Schmitz said that the question has not been answered and the question is has Moss Adams reviewed these draft policies that are in our Board packet today because it is part of the scope of work? After speaking with Moss Adams yesterday and asking questions about their presentation, she was told that they have not. She thinks that it's important for all of us Trustees to understand the Moss Adams report and understand the recommendations and then have time to digest that so that we can then provide valuable input into the policies and to make sure that Moss Adams has reviewed all of these draft policies that are in our packet today. Board Chairman Callicrate said since there seems to be differences in regard to the removal of Item G.3, I want to reach out to District General Counsel Nelson and confirm that we would need to vote on that is. District Counsel Nelson said that's correct. Board Chairman Callicrate said, in regard to moving General Business Items G.4 and G.5 to General Business Items G.1 and G.2, he doesn't have an issue with that since there are many people who have called in with comments and want to find out sooner rather than later on what's going on. Board Chairman Callicrate asked if there are any objections to moving General Business Items G.4 and G.5 to the beginning of the agenda? Trustee Schmitz said she has no problem with General Business Item G.5. as she understands the public interest in item G.5. General Business Item G.4. is impacted by the Moss Adams report and she thinks that this item should at least remain after we hear the Moss Adams report. Board Chairman Callicrate asked Trustee Wong if she was ok with that; Trustee Wong stated no because if you read the Board packet, General Business G.4. lays out where General Business Item G.5. falls in the list of priority projects but we can just move General Business Item G.5. to the front of the agenda. Board Chairman Callicrate asked if there was any problem with General Business Item G.5. now being General Business Item G.1? No Trustee had any problem with that shift. Board Chairman Callicrate then asked if a Trustee wanted to make a motion to approve the agenda as stated with the movement of General Business Item G.5. to G.1 and removing General Business Item G.3.?

Trustee Schmitz made a motion to move General Business Item G.5 (Recreation Center Expansion Grant Opportunity) to General Business G.1 and that General Business Item G.3 (Board Policies for Approval – Policy 7.1.0, 8.1.0 and 18.1.0) be removed from this evening's agenda in its entirety. Trustee Dent seconded the motion. Board Chairman Callicrate called the question and the motion failed with Trustees Dent and Schmitz voting in favor of the motion and Trustees Callicrate, Tonking and Wong voted in opposition to the motion.

Trustee Wong made a motion to move General Business Item G.5 (Recreation Center Expansion Grant Opportunity) to General Business G.1. Trustee Tonking seconded the motion. Board Chairman Callicrate called the question and the motion passed unanimously.

Board Chairman Callicrate added, for clarity, that the balance of the agenda remains unchanged as submitted.

E. DISTRICT GENERAL MANAGER UPDATE (for possible action)

District General Manager Winqest updated the Board regarding the legal counsel review of the Beach Deed of Ordinance 7. The selection committee, that was comprised of himself, Trustee Schmitz, and General Manager's Ordinance 7 Committee Member Diane Becker went through process of soliciting proposals and interviewed two of the three candidates who submitted proposals. The selection committee unanimously selected the firm of Thorndahl, Armstrong. They will be the firm that will represent us on this effort. This request, to hire a third party special counsel to assist the Board in its effort to make revisions to Ordinance 7 as well as for other issues such as non-resident access to beaches and Board Policy 16.1, and commercial operations at beaches, was made by the General Manager's Ordinance 7 Committee. There have been a couple of meetings with the selected firm. We are currently working on draft recommendations to go over with General Manager's Ordinance 7 committee before setting a special Board of Trustees meeting. District General Manager Winqest then read the proclamation recognizing the contributions to the communities of Incline Village and Crystal Bay, Nevada made by Mr. Peter Todoroff. District General Manager Winqest and the Board commended Mr. Todoroff. Mr. Todoroff said he has been a resident for 41 years and he then thanked and recognized a variety of people who have helped him on his journey. Board Chairman Callicrate thanked Dr. Tycer for her help in recognizing Mr. Todoroff.

F. REVIEW OF THE LONG RANGE CALENDAR (for possible action)

District General Manager Winqest reviewed the long-range calendar including that there is a budget workshop scheduled for January 26. The next regularly scheduled meeting will be on February 9 which will address key rates for golf and facilities and an update on the Smith case. He announced we will be able to resume the two meeting a month schedule; he invited the Board to send them conflicts for meeting dates. Trustee Dent said he has a conflict on August 10th.

G. GENERAL BUSINESS (for possible action)

G.1. SUBJECT: RECREATION CENTER EXPANSION GRANT OPPORTUNITY *(was General Business Item G.5.)*

District General Manager Winqest said he wants to thank members of the community, especially our families who at home trying to prepare dinner and trying to get the kids to bed, for calling in and showing support for what he would consider to be an unbelievably generous offer by David and Cheryl Duffield. He is fortunate enough to have developed a strong relationship with them. He can't tell you enough about how they are some of the most gracious, generous, respectful, and down to earth people one will ever meet. He wants to thank David and Cheryl for this and everything they do for the community. District General Manager Winqest continued that he does want to apologize that you had to listen to the vitriol that you had to listen to; it happens on a regular basis. Hopefully, you got an opportunity to read this agenda item. In response to one of the public comments, look at agenda packet page 182, the paragraph under next steps, it states very clearly that, if approved, Staff would work with the Dave and Cheryl Duffield Foundation for a memorandum of understanding (MOU) to enter into an agreement to complete a vision and conceptual phase. The intent was not to bring back full project on February 9 as that would be impossible to do with the kind of detail required. If people make public comment, it's important to actually read the information. The memo speaks for itself. We are trying to do this methodically. He doesn't want to spend a lot of Staff time having meetings with local stakeholders, Boys and Girls Club members, and the Duffield Foundation until we know that we have the support of this Board and the community as we move forward. So, if approved this evening, we will reconvene our visioning committee, with 2-3 community local stakeholders who are people that appreciate this offer and have experience in the community, as that would be extremely helpful as we move to what we consider a visionary process. This project will come back to the Board with an MOU between IVGID and Duffield Foundation simply for moving into the conceptual phase which will include a conceptual design, high level cost estimation, additional estimated costs for operations and maintenance of the

facility, potential programming and business plan for the expansion. All of that will happen through the conceptual phase. Once the conceptual phase is completed, and we are going to move aggressively, we will be bringing that outcome back to the Board again for, hopefully, approval to move forward with the conceptual design and vision. We want to make sure that there is plenty of opportunity for the Board to weigh in on this entire process as this is a very important initiative that we may be part of. He can tell you that in 19 years that he has been with the District, and he is not trying to pat himself on the back, but he thinks you'd be hard pressed to find someone with more experience and understanding than he does on this issue. As someone that was the Director of Parks and Recreation, that grew up through the Parks and Recreation Department, was the Sports Supervisor, managed all programming, and having seen everything that he has in the community over the past 20 years, everything that you've just heard from our community members is absolutely true including those who grew up here who wish they had the same opportunities. He actually remembers probably kicking those kids out of the Recreation Center because once in a while they just want to recreate and hang out with their friends. He has received letters thanking him for bringing this this to the Board. My message to those folks is that he would be the worst District General Manager on the planet if he didn't present this opportunity to our Board. He is very confident that we are doing the right thing. There's going to be a lot of discussion and he understands that there are going to be concerns if we need to increase the recreation facility fee. While people may have concerns with the ongoing operations, maintenance has to remain with our Staff. This is intended to be a fee-based facility; however, we do intend to work with both local nonprofits to create a scholarship fund. The goal that he and Mr. Duffield have on this project is to ensure that no child is ever turned away from the opportunity to participate in this portion of the Recreation Center expansion – from programming and everything that we do. Many of these kids he has coached over the 19 years that he has here. This will be an extremely valuable benefit of having somewhere that kids can go on their own, socialize and recreate in a safe, supervised and well managed facility. Obviously, we are looking to partner with the Boys and Girls Club on this effort; we don't know exactly what that looks like. Everyone knows the model that has made the Boys and Girls Club successful since the beginning of time. There are collaborators and agencies involved in this. There is a tremendous amount of community support. That was just the tip of the iceberg that you heard this evening. To him, it would be nonsensical to at least not move into the next phase which is conceptual phase and determine what this project will actually look like. Finally, he really appreciates the opportunity to speak, he is very passionate about this and he will continue to do what he can to nurture the growth and overall success of our team, IVGID, and our families, in particular, who are able to live in this community. He is happy to answer any questions. Trustee

Schmitz said thank you so much to Cheryl and Dave Duffield of the Duffield Foundation for bringing this opportunity forward; she is grateful for that. Did legal counsel have adequate time to craft this and review it in order to get it in packet by February 9th? She has a question for the District General Manager - as far as you have been in the past anyway, she really appreciates the fact that you have been forming community committees for different initiatives as she thinks it's really important. And typically, you assign a Trustee to a specific committee so she is wondering if that has been also decided? District General Manager Winquest said to answer her first question, he actually has had that discussion with Trustee Dent about being the Trustee to be part of this; Trustee Dent has two young children but has a tremendous amount of project management and construction which will benefit this process assuming that Trustee Dent is willing and has time to do it. It wouldn't be a major time commitment but, based on his background, he would ask Trustee Dent to represent the Board. District General Counsel Nelson said to answer the question on timing - we do anticipate being able to meet the timeline and getting it to the Board with the only potential hiccup would be if for some reason there's a significant amount of back and forth between ourselves and the Duffield Foundation. Trustee Wong said that she wants to thank the Duffield's for their contribution to the community and helping us move forward and accomplish a lot of projects that are laid out in our master plans. She is looking forward to her daughter being able to participate in these programs and use this facility when we bring it to fruition. Trustee Wong continued that she wants to thank everybody who gave public comments today as it is really refreshing to hear different voices. She thinks she heard some of her favorite public comments of all time today which is pretty impressive considering that she has been doing this for 7 years. She really appreciates everyone taking the time to comment and the people who emailed us including principals, former principals, and community members. We have received your emails, we've heard your voices, and we appreciate your input. Trustee Tonking said she wanted to make a comment and, again like everyone has said tonight, thank you to the Dave and Cheryl Duffield Foundation for doing this. As a kid who grew up here, it's something she would only dream of. It's really cool to see those types of initiatives and see our community progress. She thinks these kinds of moments are really exciting. Trustee Tonking continued that she would also like to thank the community who came out as we don't always get to hear from them. Trustee Dent said he will just say ditto to everything that all of the other Trustees said before him.

Trustee Dent made a motion to 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. Trustee Tonking seconded the motion.

Board Chairman Callicrate said before he calls for the vote, he wanted to say he concurs with his colleagues. Dave and Cheryl, you have been a tremendous force in this community. He has had the opportunity to meet with you when you first moved here. You have just surpassed what anybody could for hope in community membership. Again, heartfelt thanks from all of us on the Board and all of those folks that called in. This community is indebted to you; and, you keep giving despite what some folks say.

Board Chairman Callicrate called the question; the motion was unanimously passed.

Board Chairman Callicrate called for a 10-minute recess.

G.2. SUBJECT: 40 PARCEL CONDOMINIUM DEVELOPMENT – 947 TAHOE BLVD. – WILL SERVE LETTER FOR WATER *(was General Business Item G.1)*

Director of Public Works Brad Underwood gave an overview of the submitted materials. Trustee Schmitz said roughly a year ago we received the recommendation from Moss Adams that the District should solicit bids for professional services. We had some challenges with Loomis with the Mountain Golf Course cart path project and she is wondering if you have reached out to others and how you came to the conclusion that you wanted to move forward with Loomis as the professional service provider for this project because she has concerns based on our recent past track record with Loomis. Director of Public Works Underwood said the developer actually has recommended using Loomis and so what we didn't want to do is have the developer pay for work that we would desire to have. Loomis also worked on the water model in the past so they are familiar with it so we feel comfortable with their efforts on this process. Trustee Schmitz said she would just like to say thank you to the developer team for reaching out and scheduling a community meeting later this month which she believes is on Monday, January 24. That's admirable of you and she wants to express appreciation for that. She knows that you are presenting at the Citizens Advisory Board meeting as well and are soliciting a lot of input and feedback from the community and she thinks that's a good way to start this project off. The only other question she has is relative to the water rights. Are there any water conservation efforts that are part of this project? Director of Public Works Underwood stated he isn't aware of any and would have to ask the design engineer or developer to comment on that. We're all in the stage of conservation but he doesn't know if we actually have any requirements. If

Michael Lefrancois is on, he could answer that question. Michael Lefrancois said he could speak to site work in what's required by IVGID code and water efficiency. It would be the intent of the project to meet all IVGID standards, landscape standards, especially with respect to water use. The Project Architect (Seth) said we are anticipating continuing forward with the efficient appliances and fixtures throughout building as well we are going to impose limitations on things like showerhead flow rates and toilet gallons per minute flushes so we fully intend to include portions like that in the project.

Trustee Wong made a motion to authorize the issuance of a Will-Serve Letter for water, sanitary sewer, and solid waste removal services associated with the proposed 40 airspace parcel condominium development known as 947 Tahoe; authorize Staff to execute an NDOT encroachment permit and NDEP Water Project application for the proposed development. All costs associated with preparing the applications and application fees shall be borne by the Developer; and authorize the intent to sell water rights as required for the proposed development per Ordinance 4. Exact amount of water rights required for the development shall be determined once detailed plans are submitted to IVGID Compliance for approval. Trustee Tonking seconded the motion. Board Chairman Callicrate asked for further comments, receiving none, he called the question and the motion was unanimously passed.

Board Chairman Callicrate thanked the development team for their outreach to the community.

G.3. SUBJECT: FINAL REPORT, MOSS ADAMS, CAPITAL PLANNING AND BUDGETING, PRESENTER: MR. STEPHEN BACCHETTI (*was General Business Item G.2.*)

Director of Finance Navazio gave an overview of the submitted materials and Mr. Steven Bacchetti of Moss Adams, along with Halie Garcia shared a PowerPoint presentation which is incorporated herewith by reference. Trustee Schmitz said there were questions, at the beginning of the meeting, of whether Moss Adams had, as part of your scope of work, review the draft Policy 8.1 that is in tonight's packet. Has Moss Adams had the opportunity to review and discuss with Management the version of that policy that is in tonight's Board packets? Ms. Garcia said when we say that we reviewed the updated draft, that was the draft where Management had consolidated and prepared a draft as of August 2021. After performing that initial review, we provided this report to Management with all of the recommendations. Since our report was provided in the October-November timeframe, our understanding is Management has made updates. They sent us a couple of

questions along the way which we have answered but we have not performed a review of all of those updates as Management was responsible for carrying out recommendation. Director of Finance Navazio then shared a PowerPoint presentation which is incorporated herewith by reference. Trustee Schmitz said her question is for both Moss Adams and Director of Finance Navazio - if you look at agenda packet page 94, this is the layout for the capital project delivery. One of the things that she thought she heard Moss Adams say is that we should have more clarity as far as reporting and if we look specifically at the design and specifications section where it talks about the Board of Trustees responsibility and then it talks about the General Managers responsibility, one of the things that came to light is if you look at number 3, under the General Manager, it says review and approve final design specifications on projects. Something that came mind with the Burnt Cedar Pool is that the Board of Trustees had not seen the final design. The Board of Trustees saw the conceptual design and approved the conceptual design. In working with Staff, she has learned that the conceptual design is not the final design. She thinks that when we look at this, we need to look at projects and the Burnt Cedar pool might be one of them and it clearly says the General Manager reviews and approves the final design but ideally she thinks that should be reported back to the Board of Trustees and even to the general public. She thinks that reporting, sharing and communication of information is something that should be incorporated so we are certain when things are being communicated and not only to the Board of Trustees but to the general public. She is referring to Moss Adams in saying is that something that she took from your report that we should be doing - more communicating and clarity of when things are to be reported? Ms. Garcia said one of the key things in our report was clarifying when reporting does need to come back to the Board and in what format. Then, there's a long list of considerations that need to be made and she thinks that where Staff was going was laying out those roles and responsibilities in a chart and trying to identify, at each phase, when the recording will go back to the Board however Staff can probably talk more about your specific question and those cases. Director of Finance Navazio said it's a great example which, as you know, here's what our current policy is, here's what we think we've been following, and if there are things that the Board would like to see clarified or done differently, that's what we would be doing. He would say to your comment, on agenda packet pages 94 and 97, the form of that reporting can either be any kind of transaction which is any time something happens and then on agenda packet page 97, the concept is if we implement more robust capital projects status reporting, say for the Burnt Cedar Pool, the Board would be getting regular updates monthly or whenever on what's been completed, what the next steps are, and where we are with milestones. When project designs are approved, if that's where we land on the roles, the Board gets that information - what's next and when we're going to be back

in front of the Board, so the idea is to have these processes, roles, and reports work together because no one policy or procedure is going to do everything rather it's a combination of your roles and very important focus on reporting out. Right now, it's kind of ad hoc basis of reporting out, so he thinks the answer to your question is yes but we are going to be looking for input from the Board such as do you want to see every single project; do you want major projects; do you want milestones; and what two things should we be focusing on in those reports? Trustee Schmitz said she is assuming that all of this is for the capital projects and that Staff has been getting input from Moss Adams because they have a tremendous amount of experience with all of the reporting aspects and so she is making the assumption that Staff is working closely with them. Director of Finance Navazio said he is working with Director of Public Works Underwood and District General Manager Winquest however your point is that you want us to continue to work together. What we are going to do is come back to the Board with a rough first outline to get some feedback rather than going right to drafting the policy language. Our Engineering Manager and Project Manager will also have a very strong role in how best to present the information. Trustee Schmitz then asked Ms. Garcia, in your report and specifically the grid that starts on agenda packet page 68, it talks about reporting documentation to support the best practice. When you get to page agenda packet page 73, you start is saying not applicable. She is curious to know if you are saying that there aren't reports and is that a gap? She is not sure what that NA means – does that mean it's a gap that the District just is supposed to fill? Ms. Garcia replied in that table, if you read the actual GFOA best practice that it's related to, there isn't an action item that would require a report; however, if you look down at the next item in the list, it talks about a GFOA best practice that would have a report. If there's an NA in there, it means it's not applicable; you wouldn't be reporting on something of that sort. If you look at the column and it has a 'No' that means, there's a gap and there likely should be a report. Trustee Schmitz said she appreciates all of this and there is a lot here to digest so she might follow up with you, offline, to ask some clarifying questions. It's a very detailed report, she appreciates the content and detail. Board Chairman Callicrate thanked the Moss Adams representatives and said that this report is very detailed and it gives us a lot to work with and on. Trustee Schmitz said she has a clarifying question; it appears as though there is some additional policy review that is yet to be done, specifically with Policy 8.1., because of the recent edits and modification so she is assuming there's still a bit of additional work to be finished off with this project. Director of Finance Navazio said from Staff's perspective, we believe that the work that was requested and outlined in the scope has been performed by Moss Adams. He thinks that any additional review that we have going forward on the Board policies and practices are in the Board's court. We don't have any outstanding items left from our

perspective for Moss Adams hence the presentation of the final report. Trustee Wong thanked Moss Adams representatives for their work. She knows that you went around in circles a couple of times in the interview that she had with you. She wants to say that the recommendations by Moss Adams have nothing that is earth shattering. These were clarifying details on how to better communicate our policies and who has what roles and responsibilities. We've spent a lot of time on policies and procedures. She is excited to talk about priority projects coming up later this meeting because it will be the first time we've done that in over a year. So, for over a year, this Board has not talked about anything that gets has a direct impact on our community and we've mostly talked about policies and procedures. She is excited to get back to the work that we should be doing and how does IVGID serve our community and to get away from policies and procedures. Policies and procedures are important and she is going to underscore that. But what this report, in particular, tells her is that we do have good policies and that we do have good practices. Absolutely, there's always going to be things that we can improve upon and we can clarify that so that we can do better. But, on a whole, we're doing a good job. She really hopes that we can move forward, stop wasting time and resources on policies and procedures, and start working on things that actually matter to our community. Board Chairman Callicrate said he is in the middle on that as he thinks it is critically important we have our foundations of operation as they are very important. Were they earth shattering situations? No, not really. There were areas in here that were pointing out items that we kind of knew were there but we brought them to the forefront. Our Director of Finance and his team have been diligently working on making those necessary changes and recommendations from Moss Adams. He thinks Moss Adams did an excellent job summarizing what we do well and what we need to improve upon. Being that they are an independent third party just reaffirmed what we have been doing properly and then shows the areas that we do need improvement upon. To your point about later in the meeting, he absolutely agrees. Prioritization of all these different projects we have been bandying about is what the community wants to see. This is the non-sexy not fun part of the operation and activity that goes on behind the scenes. A lot of people get frustrated, even those of us on the Board, because we're not seeing things happening out in the community but it's critically important that we address some areas that haven't been addressed in a long time. Your points are well taken and as Trustee Schmitz said we can come at the middle as we have hashed this through for several months or years and now it's time to come to the conclusion and move forward. Trustee Schmitz said policies and procedures are what allow for good governance and ours are out of date and haven't been updated. So it is an important thing for this community because it allows the Board and the Staff to work together and to all row the boat in the same direction. Spending time and improving policies and then

adhering to those policies helps us all; it helps the Board, it helps Staff and therefore it does help the community. She doesn't think this is a waste of time and she appreciates the effort that's being put into it both by our District General Manager and Director of Finance as it is making us better and she appreciates that. Board Chairman Callicrate thanked the Moss Adams team, Staff, and the Board.

G.4. SUBJECT: BOARD POLICIES FOR APPROVAL – POLICY 7.1.0, 8.1.0 AND 18.1.0 *(was General Business Item G.3.)*

Director of Finance Navazio gave an overview of the submitted material. Trustee Dent asked District General Counsel if he reviewed the policies? District General Counsel Nelson said he reviewed the policies when they were placed in the packet. He hadn't reviewed them before they were put in the packet so the answer to your question is that he did not do a detailed review. Trustee Dent said he noticed, on agenda packet page 124, there are some words he has seen before in the policies and he feels like it gets us into a situation where we don't have clarity. Specifically, on agenda packet page 124, the first sentence of 2.1, the word 'typically' and then in the second sentence, it says 'maybe.' He feels like we should try to eliminate some of that stuff so there's clarity when things do or don't happen. Furthermore, there are several examples of times where we will group typical assets, but he thinks it would be good to have examples of things we won't be grouping just so we have a clarity there and we know what it is verses having the Director of Finance doing it one-way and the Controller doing it a little bit differently. He just thinks the consistencies is something we should be striving for and given the amount of time that the Trustees and Staff have put into this, he thinks we just need to make sure we have overall clarity so it doesn't get interpreted one way or another. That's been our issue for several years. Trustee Schmitz thanked Trustee Dent for his comments and said she just wants to continue on that same subject. If we're going to have these types of things that have capitalization thresholds, there should be, going back to the Moss Adams Report, there should be 'how is this being reported,' 'when is it being reported,' and 'who's approving,' because this is something that needs to be clear. It's important that there is consistency in the financial reports. She is recommending that Staff add some language about approval by whom and how is it being reported. Then, under the cost basis, she doesn't quite understand how you can capitalize services, donated goods and service, and use the word ancillary charges; it's ambiguous. She thinks, especially for the capitalization policies, it needs to be very clear and very prescriptive so that we have consistency in our financial reports. Board Chairman Callicrate said, on agenda packet page 125, on 3.1, it looks like it says ancillary charges being incidental costs necessary to place a capital asset into its intended location, condition or use;

examples include title, attorney fees or architect fees, freight charges, taxes, and site reparation costs. Ancillary charges are capitalized in addition to the purchase price and/or construction cost of capital assets. It looks like to that point; it does spell out specifically what ancillary charges are versus the value of donated goods and/or services. There may be ambiguity there but he is not quite certain but there might be. It looked like ancillary charges was pretty specific. Trustee Schmitz stated with ancillary charges, we should add the same thing that Trustee Dent recommended and that is what things are not so we do have some clarity and some examples. Director of Finance Navazio said we attempted to clarify and request to kind of clarify what was included in ancillary and incidental costs. It was Moss Adams recommendation that the 'roles and responsibilities' is covered in Section 7.0 on Page 127 which kind of applies to the whole policy in terms of the Board's role or our role and the Controller who's actually approving the application of the policy, but he will defer to other Trustees and come back to clarify additional questions. Trustee Tonking thanked Director of Finance Navazio for keeping section 7.0 because she feels like it was really aligned with what Moss Adams had said. So when she had tracked it, she noticed that Staff had taken that input from the last time we saw it which she really appreciates. Also, she has a little bit of concern about us listing every possible scenario. She thinks we're becoming more and more prescriptive and the more prescriptive you become the easier it is for people to find the holes. So she is of the idea that it is a policy and that it is a guiding document and not something in which you need to list every single option. So she thinks that going down that rabbit hole, we're actually going to harm ourselves more then what we're currently doing. Trustee Dent said just in case he wasn't clear earlier, he is not suggesting we put an example of every single thing, he is suggesting we put things that aren't included such that we would be listing things that don't fall under that policy. Trustee Schmitz said she has a question about reporting aspects. She sees the role is a responsibility but she thinks one of the things that Moss Adams identified was also reporting when and how that is happening. This is something that the Controller would be responsible for and providing that report as to the capitalization policy and how he is approving items to be capitalized, modified, or disposed of. Should we have that be a report to the Board on a periodic basis? Director of Finance Navazio said two things - the reporting is done. First of all, we started that this year, and you'll see it again at the February workshop. As to clarifying, in our budgeting and capital planning, what is to be capitalized and what is to be expensed it is because that's how we budget initially and then the reporting is done through our financial reporting, our monthly financial reports, our annual report and audit. If the Board wishes to receive additional reports on any accounting transactions, similar to the reports about checks over \$10,000, if the Board wishes to see reports related to how we are capitalizing, that is something that hasn't come

up before, but we could. To answer your question, we acknowledge the language in the Moss Adams report but when we looked at the sample policies they gave us, really, the reporting is being done through the financial reporting and, more specifically, during the preparation of the annual consolidated financial reports. Trustee Schmitz said as an idea it might be good to discuss this policy with the Audit Committee to see if the Audit Committee has any input or desire for reporting purposes just to make sure that the consistency in our financial reporting.

Trustee Wong made a motion to:

- 1) Approve Board Policy 7.1.0 - Appropriate Level of Reserves
Replaces existing Board Policy 7.1.0 and Practice 7.2.0
Replaces existing Board Policy 19.1.0 and Practice 19.2.0
- 2) Approve Board Policy 8.1.0 - Capitalization of Fixed Assets
Replaces existing Board Policy 8.1.0 and
Replaces Board Policy 9.1.0 and Board Practice 2.9.0
- 3) Approve Board Policy 18.1.0 – Central Services Cost Allocation Plan
Replaced existing Board Policy 18.1.0 and Board Practice 18.2.0

Trustee Tonking seconded the motion. Board Chairman Callicrate asked for further comments.

Trustee Schmitz said she cannot support Policy 8.1.0 because of the reasons stated by Trustee Dent who identified in Section 2.1 ambiguity and unclear language. Then, as it relates to Policy 7.1.0, there isn't anything that identifies what are excess funds or any discussion of how excess funds are to be handled in the event of potentially a refund or reduction. There should be something in that says if our excess fund balance is over some certain percent, here's what we should do and it does have steps, on agenda packet page 122, of possible allocations but it doesn't have any language that specifies at what point does the Board need to take action and it does not include, as an option, to either refund over payment to parcel owners or to specify that the recreation fee needs to be reduced in order to bring the level down to a specific threshold. Trustee Dent said he just wanted to state, on the comments he made earlier, the goal was to create clarity around these policies and all we are doing with the capitalization policy is creating more ambiguity and he thinks the issue that has plagued us for the last 6 years will just continue when it comes to having policies with 'typically' and 'maybe' and a Staff member can just decide when they're going to do something or not do something and it's just up to their own decision. He thinks, from a consistency's standpoint, he think this gets an 'F' and so he will not be

supporting the motion. He thinks we can make a couple of minor changes such as bringing back examples of where we will not be grouping things and he doesn't think that's a huge ask. Trustee Schmitz said she thinks we are making progress and we are headed in the right direction. The work that has been put in has been very positive however she doesn't think we are quite finished yet. Trustee Dent said he knows all updates were made to policies based on Trustees' recommendation. In section 2.1, who brought this up because this is the first time he has seen it so which Trustee asked for this change? Director of Finance Navazio said as he tried to explain in the overview, this was added specifically as a result of the discussion during the audit with the Audit Committee and also highlighted in the discussion with the Board when we presented the audit. There was consent that we needed to clarify, in the capitalization policy, this issue of individual items versus group items. So that's where that language came from. And as he said, we reviewed it with Moss Adams. To answer your question, most every time we're going to be doing it on individual items so that's why we listed examples of when we wouldn't because the default is that they will be doing individual items. He just wanted to clarify that but hopefully that answered your question as to why 2.1 is in there.

Hearing no further comments, Board Chairman Callicrate called the question – Trustees Callicrate, Tonking and Wong voted in favor of the motion and Trustees Dent and Schmitz voted opposed; the motion passed.

G.5. SUBJECT: BOARD OF TRUSTEES COMMUNITY SERVICES PRIORITY PROJECTS AND POTENTIAL FUNDING OPTIONS *(was General Business Item G.4.)*

District General Manager Winqest gave an overview of the submitted materials and said that, on agenda packet page 151, he wants to respond to a public comment made earlier about the survey results. The comment related to the community request that IVGID take care of what we currently have. That is exactly why he put the first bullet on the top two recommendations “...*enhance and maintain IVGID facilities and upgrade equipment on a regular schedule...*”. So it is there, we do realize that request, it is 110% true, that was the top priority of the community when we surveyed the community and so that is what we're planning to do like we always have been doing. Additionally, there are significant recommendations within all of these various plans. Obviously, tonight we took a big step forward in improving and expanding the Recreation Center, which is a top tier recommendation in the Community Services Master Plan. On agenda packet page 150, you see the Board priority projects. We have completed the bocce court construction project; we've completed the champ

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golf maintenance building and hopefully, we are going to be done with the Burnt Cedar Pool renovation project early this summer. We are clearly still in the planning phases with the dog park and the Incline Beach house improvement project. We hope to enter into the construction, this spring, on the Recreation Center locker room project and the Mountain Golf pathway project. So those are just some of the existing priority projects and significant projects we are currently working as directed by the Board. Additionally, he wants to point out that he did not include the effluent pipeline or the pond lining projects in this discussion as this is strictly related to Community Services projects. As we all know, the effluent pipeline and pond lining project is the single biggest priority project that the District is currently embarking on. Also, he wanted to point your attention to agenda packet page 154 where several recommendations and priority projects are listed and they are included in the Master Plans such as beach, Diamond Peak and Tennis Center. In regards to Diamond Peak, and also in response to a public comment, yes, he did include a short paragraph on agenda packet page 151, that basically states that the plan was approved in 2015. It's now been close to seven years and he and the General Manager Diamond Peak Ski Resort are planning, as long as the Board supports this, to reestablish/reaffirm what's in that master plan, or drop off, or eliminate, whatever is the desire of the community for moving forward. There are several projects in the Diamond Peak Master Plan that have significant relevance. And then furthermore, on Diamond Peak, see on agenda packet page 154, and the only items that he listed there, for consideration, are renovation of the Snowflake Lodge as well as the Ski Way construction because, during our last conversation about Ski Way, it was his understanding that the Board was unsure at that point in time. He recalls specific comments from Board members on whether or not we really needed to embark on that project. He believes that this project was somewhat on hold until Staff gets further direction on this matter from the Board. He also wants to point out that there is nowhere in this entire memo that he has listed anything else that would be related to the Diamond Peak Master Plan other than these two items. It does lay out some of the different things that are still running, including the skateboard park, which that would be one of Staff's recommendations as a project that we should focus on because we have not done anything essentially at the Skate Park since we built it other than general maintenance. We have a robust skateboard program now and obviously, we transition that up to the snowboard park and ski park at Diamond Peak. He believes that enhancements to the skate park are still in with the recommendations in the Community Services Master Plan. Then it talks about Village Green and he doesn't see the necessity right now to put dollars into Village Green until we determine what we are going to do as far as the dog park and relive some of the conflict. He will remind the Board we do have some dollars in the planning budget to evaluate irrigation and

drainage on Village Green as well as the BMPs in the parking lot thus we will be doing that. We talked about expanding the Recreation Center and it's also the community ice skating rink and snow play. He doesn't think it's any secret anymore in the community that right now there is somewhere close to \$600,000 in community dollars and he will be bringing back an agenda item, more than likely on February 9, for the Board to discuss whether or not they want to proceed with that potential opportunity as it is listed in the Community Services Master Plan as a top recommendation. Moving on to beach planning and, in particular, beach entries and pedestrian access, we already know that the Board has made the Incline Beach house a priority project and that's something he believes we should definitely get started on. The golf courses got a lot of work over the years and there hasn't been a lot of recommendations on major capital improvements. Rather, it's been more related to continuing to maintain, enhance, and upgrade our greens, tees or bunkers and the overall condition of the golf courses. He believes our Golf Staff continue to do a fantastic job. However, on the list is the Championship Golf Course pathway improvements project. This is a project that's been discussed and has been recommended. He believes there was also a mention during public comment earlier this evening regarding snow play at the driving range. We talked about Diamond Peak and he would say that the Tennis Center Master Plan is the plan that the District has followed the best and he believes it's also been very successful as we've taken care of the renovation at Tennis. We have nurtured the growth of pickleball which is fantastic. It really made the Tennis Center vibrant again, not to mention we saw a significant increase in tennis play, in particular as COVID was present. But we do know that courts 1 through 7 were built in the late 1970's and that some of them are in better condition than others but they continue to flounder, we continue to drop more and more money into backfilling and repairs. So while he doesn't think that those courts need to be replaced in the next year or two, he does believe that we should start focusing on making sure that the replacement of those courts are in the long range planning. Trustee Schmitz said she would like to see us identify some specific things under the bullet point of enhance and maintain IVGID's current facilities and upgraded equipment because she does think that Snowflake Lodge is an asset that she thinks we need to address and that she thinks the Lakeview chair is there. Even things like we made the decision to upgrade our accounting system - those are significant initiatives of demonstrating to our community what actions we're taking to actually carry out the enhancement and maintaining of the current facilities. She thinks that this list is all still valid and good and that dealing with the ingress and egress and for our beaches is very important because she thinks that we're having some challenges in the summertime in managing the flow of traffic and the flow of people. And if there's a way that we can link an RFID type project that that deals with Diamond Peak, and potentially also our beaches, she thinks this list is still

valid. Board Chairman Callicrate said the enhance and maintain gets back to the very first item that our District General Manager had listed under the top tier recommendations and it's consistent with how the community filled out the survey. Those are the three, critically important projects as well as ingress and egress for the beaches. The beach facility situation at Incline Beach. and he has been here for 37 years, hasn't improved much in that time. There's definitely room for improvement in that facility. That could be considered existing, but obviously, it'd be a new building. District General Manager Winqest said, in the interest of time, he would like to go to agenda packet page 156, where Staff is actually requesting feedback or reaffirm what are the priorities as recommended in the Community Services Master Plans and studies. Some of what Trustee Schmitz just said was to provide feedback on what sort of projects should be considered as high priorities. He has the spreadsheet feedback and potential funding mechanisms to inform the development of the 2022/2023 District budget and that's really what the Staff needs out of this discussion. Trustee Dent said he thinks our list, on agenda packet page 152, contains at least 2 items that are still in planning and he thinks it should be a priority to fast track those as much as possible. We've been talking about this dog park for at least the 6.5 years that he has been on the Board; Board Chairman Callicrate said 21 years. Trustee Dent continued that he thinks if we're going to move forward and fast on this Recreation Center expansion, then he thinks we should talk about the Incline Beach House as we have been talking about this for 5 years now so let's do it as it is a small little building so let's just go build it. He doesn't think we need to committee-ourselves for another year to figure out what it is we want as he thinks we had a lot of feedback and we were both on that committee a few years ago. He thinks we're pretty clear on what we want and we just don't need to do something big for one day out of the year or one week out of the year. Rather, he thinks we need something that works for our community for the whole summer and not just for that one day. We don't need to over build something. He has talked with the District General Manager and our Director of Information Technology about the RFID chips and the restricted access to the beaches; that's been something he has kind of worked on in the background a little bit. He thinks he has mentioned it a couple times at Board meetings but just trying to understand that process a little bit more and what it would take to kind of get there. He thinks we definitely need to piggyback on the Incline Beach improvement projects; maybe there's multiple phases to it or something like that. The last thing he wants to do is invest and not move forward with the building because we don't know how we're going to approach the access and we have to do traffic studies to figure out how many cars are driving down Lakeshore when we could be building the building. We can figure out the access at the beaches, in a later phase, with something such as the RFID chips. For the most part, he thinks we're on-point when it comes to our

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projects being these Community Services projects and the two we have with the Utility Fund. It just takes a little bit more of a push. He knows we are pushing on Staff to do a lot of things but he thinks if we're going to fast track the Recreation Center expansion, we need to definitely fast track the Incline Beach house and the dog park. Trustee Wong thanked District General Manager Winquest for putting this together. She has heard from a lot of community members who are excited that we're finally starting to talk about community projects again. She thinks the projects laid down on agenda packet page 154 are the highlights from all of the various plans. She agrees that the existing projects, that we have on agenda packet page 152, we need to continue to keep moving on them. So if she had to pick priorities from agenda packet page 154, it would definitely be Snowflake Lodge. She knows that one of the questions we had was about what kind of funding. We know that Diamond Peak contributes back to our community significantly and so if we didn't do that for two years, we'd have the funding we need for Snowflake Lodge so that is something for us to consider. In terms of other high priority, she looks at things related to safety as also being priorities and nobody really wants to prioritize Ski Way reconstruction but that is something where we have an issue with cars, pedestrians, and skiers being in the same space at the same time and so if we can increase safety for all of those stakeholders at the same time, she is a fan of that. But should it be one of our top priority projects? She doesn't know. She does kind of look at Ski Beach boat ramp reconstruction in the same vein because she does see that as being a safety issue. Any of the projects on agenda packet page 154, she thinks our community would be extremely excited about. This being her last year on the Board, she knows that her input to take this further beyond this year isn't going to go very far. She also knows she probably isn't going see any of these projects get to a construction phase next fiscal year. Board Chairman Callicrate said we've been on the Board the same amount of time and it's been frustrating. Then, when Trustee Dent about six months later the three of us said can we just get this moving along so; we're the closest that we have been in a long time. Trustee Tonking said she definitely agrees with what Trustee Dent said about agenda packet page 152 and making sure that we prioritize those two projects under the Community Service planning and she echoes what he said so she doesn't need to repeat that because she thinks that was very accurate. When it comes to the other projects on agenda packet page 154, she also thinks about what Trustee Wong said about Ski Way, but also, she worries about the Chateau. We've heard issues about how it's holding up and about how some of its maintenance is going, so she feels like that's going to be something that pops sooner than we would like just because of some issues from when it was built originally so she thinks that's something we need to keep in our sights. As District General Winquest just brought up, those tennis courts, one through seven, they've been there for a while and they are also going

to have issues that we're going to have to think about and deal with. She thinks those three, Ski Way, Chateau, and the Tennis Courts, unfortunately, are things that are going to come up sooner than we think. That's just something we need to think about as full safety and maintenance of those venues. And, to then answer District General Manager Winqest's question about the revisiting of the Diamond Peak Master Plan, she thinks that's probably a great idea. We've all said it - Snowflake Lodge has a lot of potential, Lakeview chairlift is a little slow and it she would like a faster chair but that is a personal preference. There's a lot of things that we can start to look in that area as well so those are kind of her thoughts and she appreciates all the work and time that went into the memorandum. It's really helpful to lay it all out especially for her who hasn't seen some of these projects before; thank you. Board Chairman Callicrate said he does echo that and he would like to fast track the dog park and the Incline Beach house. The first time he was on the Board, we made Village Green a temporary dog park, that was 22 years ago so it's time to move on that project and it's really beyond time. He would like to fast track for both of these projects so let's get them in a more robust situation. The whole Beaches Master Plan has been a big thing since way back. He would like to see a holistic approach to Incline Beach and answer it once and for all with parking and hardscape landscaping. There's a lot that could be done down there to make it a much more pleasurable experience for our residents, property owners, and guests. Ideally, we could do it all at the same time when we do the Incline Beach house but we may have to phase it in. He would like to go back and finish what was started at Burnt Cedar pool with the whole east end that needs help with picnic sites and hardscape landscaping. Let's not forget about the Hermit Beach situation; we have all those kayak and paddleboard racks and that place is just a nightmare for people who want to store there. Maybe we can get enclosed or partially enclosed structures for year-round storage which would be a much better experience for the people who rent there. This might also allow a much easier access to the beach itself. Absolutely, the boat ramp; ideally that would be taken care of during a low water year which we are just coming out of. After this winter, we are going to have less beach and more opportunity for boat launching but that definitely has to be looked at. And he is all about Snowflake lodge - it's a dump. It needs to be made modestly larger not some big grandiose Chateau in the mountains but that needs critical help and to Mr. Abel's comments, the Lakeview chair. Everything is a priority, but it can't be because we have to phase it in. The skateboard park, he would love to see finally done. We were supposed to have done Phases 2 and 3 already as of 17 years ago and yet it sits at Phase 1. Because of the robust activity with the skateboarders, and by extension the snowboarders in the wintertime, he thinks that would be a very valuable expense to see that flushed out in its entirety. It will serve the young kids, the older kids, and the adults. He liked that whole RFID chips that Trustees

Dent and Schmitz brought up. We've been talking to the Director of Information Technology about behind the scenes for 24/7, 365 security for all of our beaches and facilities. He is really big on whole security situation. The behind the scenes stuff along with what Trustee Wong said with safety and security. He thinks that we need to have a better surveillance of what's going on so throughout all of the facilities in the community. To the District General Manager's point, we have reaffirmed project priorities. He thinks that we've given Staff our top five or six things. District General Manager Winqest said let him recap what he has heard and then we should have a discussion on funding. What he has heard and agree with is continuing to work through the dog park and the Incline Beach House project as quickly as possible. He is doing what he can. He wishes there was more opportunity and more land available. We have some maintenance on existing sites and we have a lot of work there and getting the committee on board with that with what our goals are. He thinks everybody's in agreement, so we have to take a holistic look at beaches, in particular Incline Beach. He agrees with Trustee Dent about Phase 1 with taking care of that building. He also agrees with the fact that it was too big and not necessary. He thinks we just need to really focus in on what we really need there, what makes sense, and he plans to have some level of District General Manager's Community Advisory Committee to help with that as well. Snowflake Lodge seems to be heavy on the radar so we need to get that in the 3-to-4 year plan. He will say, based Trustee Wong's comments, that has been a little bit perplexing. We've stashed the excess revenue that Diamond Peak brings within the Community Services fund balance. He really thinks we need to start taking 50% of that and putting it into a sustainable capital fund for Diamond Peak to be able to pay your own way for capital projects. Trustee Wong is totally right, if this had been our practice, we would have the money right now to take care Snowflake and maybe even start replacing Lakeview. He thinks we need to focus on getting that on the radar; Skate Park was the other one that he heard. And also, just making sure that we're focused on Ski Way or anything that is safety related. The Chateau, as he mentioned, we will be putting dollars into budgets to do a full assessment of the Chateau. That should inform future capital budgets as it's related to updating the Chateau. Ski Beach boat ramp is in 2025-26. He believes there's planning dollars, somewhere around \$700,000, in 2026 and that he thinks that was intended as replacement of the boat ramp. He does believe that as costs have gone way up, that's something that we need to get on top of and he needs to get a better understanding of what we need and get that updated in the five-year plan and some of the other things that probably need updating as far as conceptual cost. That's kind of what he heard; please let him know of anything he forgot. He believes that contingency plans are appropriate in some of the funds because although we believe Ski Way can survive a few more years with proper maintenance as well as the boat ramp, you never

know what's going to happen especially in the nasty winters that we get here or something could happen with the boat ramp and that's a critical piece of infrastructure that we cannot have down and our community needs to be able to access the boat ramp as popular as boating is in this community. Let him know if he missed anything and he believes we should have a discussion on funding. Board Chairman Callicrate said there have been comments made several months ago that pointed at Trustees Dent, Schmitz and himself - they've been misquoting saying that we would never go out to bond. That is patently false. He is not going to speak for his colleagues, but for himself, at the time he said it wasn't prudent to go out for any kind of bonding was because we had so much money in our coffers as well as we already had bonds we were trying to pay off or were in the process of paying off. He thinks it makes sense for large ticket, large scale items to at least consider the opportunity maybe pay 50% and then amortize the rest of it over the life of the bond; whatever makes the most sense financially. And obviously it would be dependent on the project. For Ski Way; it seems like that would be absolutely a bondable situation because that's going to cost several million dollars and the same thing for perhaps all of the Beach Master Plan but we need to spend our reserves so that we are where we're supposed to be. And then to a comment made earlier tonight, we need to have the appropriate levels of Beach and Recreation Fee so that the community doesn't feel like it's been taken advantage of or that we are collecting money for the "slush fund" which there isn't one but that comment seems to be made very frequently. He would not be opposed to an appropriate bond level for the appropriate capital improvements whatever they might be. He thinks there is a hybrid model that would work for our District and our Director of Finance certainly has the pulse on that. Trustee Dent said he spoke to this last year or the year before that. It just depends on the right situation and does it make sense for property owners now to pay the full amount for a project or facility or drainage structure that will be around for 50-100 years. He is not sure that is the right approach. This process we've been going through with the capitalization the last couple years, he thinks there's other ways to do this and other ways to fund it. Pay as you go works for certain things and then for some of these like legacy projects, the homeowner today shouldn't have pay for the buildings in 50 years or the road that's here in 100 years. Trustee Tonking said she agrees with what Board Chairman Callicrate and Trustee Dent just said. Bonding has great potential, but it depends on obviously interest rates and other things and then as Trustee Dent said, if it's here for a long time, why are the people that are living right now paying the full cost of it? Trustee Wong said she has been an advocate for bonding for longer term projects for a long time. One thing she will say but she thinks all of her colleagues need to dig deep into the statements that they're making right now because we paid cash for the Diamond Peak culvert and a majority of us were on that Board

and made that decision She is extremely skeptical about having the votes needed to do financing/to bond. Our staff brings to us almost every year a great proof of concept, and this Board says that they are in favor of it and she is talking about golf cart leases. Our Staff, on a regular basis comes to us and says "Hey, here's a leasing proposal" and our Board says yes, and then the next meeting when the leasing proposal comes in front of us, we don't have the votes to carry us through. She doesn't think this is a discussion we can have in one meeting rather she thinks we need to have a series of conversations about this. She also thinks that every Board member needs to dig deep into what they're willing to commit to going forward because these are large projects and these are large dollar projects and if you bond correctly, there is an ability to bundle projects together and finance them all at once. There's a huge opportunity here. But if not, if we're not willing to make that commitment, then we could completely hamstring this community. It's probably on the fence if she is going to be on the Board when this decision comes through, but she would encourage each Board member to dig deep and really think about this and commit to what you want to commit to, so that we're able to move forward and so that we don't have to move backwards. Board Chairman Callicrate said these are valid points, well-intended and well taken. Our budget workshop is coming up at the end of the month and he would hope that we have an opportunity to discuss funding and that the opportunity is there as we move forward with the whole budgeting process. Director of Finance Navazio said you have a budget workshop coming up in two weeks where we're going to be looking holistically at venues and funds and there's a piece of this particularly as it relates to what the Board wants to see as Diamond Peak and prioritizing the use of the revenues for Diamond Peak projects. Our third workshop in February is specifically related to the master plan and he and the District General Manager will put our heads together because he thinks it'd be helpful that we touch on it before now and then, but really start that workshop with a focus on priority projects, the funding capacity, and the funding options. As to the Director of Finance perspective, some of the comments on bonding are spot on because it relates to intergenerational equity and paying for it over its life. There's a lot of priorities that folks want to see done in the next 3 to 5 years and if we do the payments as you go then collect more money and do the next one, he is oversimplifying, but there's the ability to put together a comprehensive finance plan to support the District's priority projects that are determined to be the most important. There's going to be a combination of funding almost every time. We should be taking a holistic look on how to best use limited resources to our greatest benefit. District General Manager Winqest said as far spending cash on projects, we should be focusing on spending fund balance on shorter term projects. Projects that impact people immediately; projects that impact existing parcel owners. He totally agrees that our long-term legacy projects should be either

fully bonded or combination of bonding and cash with cash on hand to service the bond. With that said, we are about to spend \$5 million dollars on the Burnt Cedar pool, and we are paying cash for a 50-year project. We need to focus and commit to improve our funding plan, block out the noise, and manage the District using good governance. There's always going to be people that will disagree with what we're doing and think that we should spend all the cash we have now. He fully understands the concept of we have a lot of money in fund balance, and we have been spending it down, realistically, he does think we've made some good decisions to spend that money because our community deserves that. With that being said, we are spending down the fund balance. We don't have as much as a lot of people think. So really focusing on that and on that long term funding plan will be important and committing on what we are we doing. We will have an opportunity to discuss this during the budget process and particularly the next budget workshop. He and the Director of Finance really just wanted to get a feel for where the Board is because that'll help inform us on how we will make recommendation. He is comfortable with what we got out of this; he appreciates all your input. We got a lot of great opportunity to provide some of the additional services to the community and continue to care of what we currently have. This conversation helped us move through the budget cycle.

G.6. SUBJECT: MATHIS GROUP – PHASE II

Board Chairman Callicrate gave an overview of the submitted materials. Trustee Dent said you hit on it as far as being able to have something to pass along to future Boards. He wouldn't want to spend this kind of money if it's not something we could reuse since we're going to have the future Board 10 months from now. He definitely thinks we need it have some sort of work plan. Every time there is a new Board, it is something that the Board works through and it's almost like a contract we agree to as it is a tool for future Boards. There are a few bullet points at the end but it's kind of general as to the documentation. It talks about personality tests and stuff like that and communicating with us and sitting down and meeting with us. And as long as we do get those results, he thinks that would be key, and as long as we work through executing the contract, we know what we are getting. As long as we get some kind of work plan out of it that we can reuse every two years, he thinks this would be great. Trustee Wong said she was skeptical from beginning. The first time the contract came up, she voted no, but after her interview with Dr. Mathis, she was extremely impressed by him and his methodology. She has participated in a lot of leadership programs and trainings. She has facilitated them herself and she thinks he can really help not only the Board but the District, District General Manager, and his leadership team; she is in support of this. Trustee Tonking said she can echo

what her colleagues have said. She found Dr. Mathis to be very helpful and she thinks Trustee Dent makes a good point to make sure this is something that we can use going forward because otherwise it's just a lot of money. It's the perfect opportunity, she really enjoyed her conversations with him, and she thought it was really helpful and she looks forward to it. District General Manager Winqest read the following comments submitted by Trustee Schmitz who had to leave the meeting:

After a lengthy conversation with Dr. Mathis, she concurred we're on the same page as far as documenting. She still recommends to her fellow trustees that the language include the addition to include documents.

District General Manager Winqest continued that this is similar to what Trustee Dent said and that he did have a conversation with Dr. Mathis after he received this feedback from Trustee Schmitz, and that's why he added a small paragraph towards the end which references documents. It was also a request from Trustee Schmitz that we include a full final review and recommendations on how you evaluate the District General Manager, which he thinks is very important thus that is why he added it in. Trustee Schmitz just wanted to make sure that its more documented in the proposal, but he thinks his recommendation on that rather than having Dr. Mathis re-up on the proposal is for Board Chairman Callicrate to direct the subgroup, as the Board Chairman, and thus you have the ability to ensure that Mr. Mathis delivers. Making sure that this training stands the tested of time and transitions to future Board members on whether or not they have experience or not is also a great goal. His personal opinion is after having spent a lot of time with Dr. Mathis, he completely agrees with what everybody's saying and that this effort will provide a lot of benefit. As far as it relates to him, he has had great conversations with Dr. Mathis about what a District General Manager needs to be successful as far as how that position interacts with Board members and/or the Board collectively. It will be very beneficial, help him as an executive as well as help the Senior Team. It will also help with our relationships with our Board members and help us understand each other better on how we can work together better and more effectively. It all equates to better governance; the Staff is going to benefit as is the community.

Trustee Wong made a motion to approve spending \$48,700 to contract with the Mathis Group for the Board of Trustees Training and Leadership Program. Trustee Tonking seconded the motion. Board Chairman Callicrate asked for further comment, receiving none, he called the question – Trustees Callicrate, Dent, Tonking and Wong

voted in favor of the motion and thus the motion was passed. Trustee Schmitz had already left the meeting was not in attendance to vote.

H. MEETING MINUTES (for possible action)

H.1. Meeting Minutes of December 8, 2021

District General Manager Winquest stated we received correspondence from community member Judy Miller and he spoke to the District Clerk regarding the requested three edits; those edits will be made. Board Chairman Callicrate approved the meeting minutes of December 8, 2021 as corrected.

I. FINAL PUBLIC COMMENTS*

Aaron Katz said he talks about deceit often and you just gave an example of deceit to the community and you probably didn't even realize it. The issue is bonding. It's not whether you represent it that you would or would not ever bond. The issue is whether you would ever bond without first going to the voters and obtaining their approval. You promised that and Trustees Dent and Schmitz promised that. Before you start talking about bonding you better start talking about having an election where the voters tell you whether they're going to approve the bond because who pays for the bond? The voters do. This is what you represented. And he says instead of coming up with your never ever ending project list, you need to go to the voters to get their approval because maybe they're not in favor of this never-ending spending and this is a big issue that needs to be resolved one way or another. It's time to resolve that issue and he implores you to do what you represented to all of us. He also has big objections to Ski Way because he has raised this issue before. Unless Tyrolean village can pay their fair share for upgrading Ski Way, because this is their ingress and egress, there should be no modifications or improvements to Ski Way - it's that simple. And they have to enter into a maintenance agreement for the future and pay their fair share. The fact is it has gone on for 30 years and he thinks that is absolutely disgusting. You represent all the property owners, not just the ones at Tyrolian Village. You don't come and plow his street. He can't get out because there's 8-feet of snow there but the people in Tyrolian Village get out really easily. It doesn't cost them anything. So you need to seriously consider that. Finally, he wants to talk about the District Clerk and her disrespectful preparation of the minutes where he is referred to as "Katz". No, I'm not Katz, I'm Mr. Katz, like every other member of the community.

Yolanda Knaack said in your discussion on bonding, a couple of things you didn't take into consideration is that the pond is going to cost a lot more and the other issue is that if you have fund balances that are high are sitting in accounts for

years, they are not making any interest. There's more involved and all that has to be taken into consideration. Thank you.

J. ADJOURNMENT (for possible action)

The meeting adjourned at 9:43 p.m.

Respectfully submitted,

Misty Moga
Acting District Clerk

Attachments:

Two written statements submitted by Aaron Katz

WRITTEN STATEMENT REQUESTED TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS JANUARY 12, 2022 REGULAR IVGID BOARD MEETING – AGENDA ITEM C – MORE EVIDENCE YOUR STAFF ARE A BUNCH OF LIARS – THIS TIME IT’S THE DISTRICT’S PUBLIC RECORDS (“PRO”) AND INFORMATION (“PIO”) OFFICER AS WELL AS OUR GM – SO WHAT ARE YOU GOING TO DO ABOUT IT BOARD?

Introduction: For some twelve (12) or more years now I have been criticizing much of our senior staff as lacking competence, being deceitful (i.e., concealing material facts from the Board and the public), being grossly over compensated and over benefited, and the willing poster children for “the IVGID culture.”¹ And now we have yet another example...again. Your PRO’s concealment of public records. And that’s the purpose of this written statement.

My Public Records Request of November 7, 2021: On November 7, 2021 I made a public records request to “examine records evidencing the time internal services staff (allegedly) spent...on any aspect of the Phase I of the Mountain Golf cart pathway replacement project.”² NEVER has Mr. Herron ever provided these records for my examination³.

My Public Records Request of December 1, 2021: Ms. Herron came up with a phony document obviously created after-the-fact in response to my November 7, 2021 records request; a “project accounting” sheet. To demonstrate that this was and is a phony document, on December 1,, 2021 I asked to examine every project accounting sheet for every capital improvement project (“CIP”) taking place on/after July1, 1979². After all, and just like project summaries for every CIP, project accounting sheets should exist assuming such a sheet is not a phony document. Right?

Ms. Herron’s December 9, 2021 Response: On December 9, 2021 I received an e-mail response to my December 1, 2021 records request where she informed me that “staff is working up a response ...and we hope to have that to (me) by the end of the week.”² I never heard anything more from Ms. Herron insofar as this records request were concerned. Not by the end of the December 9, 2021 week, and not ever!

Our GM’s January 12, 2022 Update Insofar as My December 9, 2021 Records Request Were Concerned: At page 10 of the packet of materials prepared by staff in anticipation of the Board’s January 12, 2022 meeting [https://www.yourtahoeplace.com/uploads/pdf-ivgid/Package_-_01122022.pdf (“the 1/12/2022 Board packet”)}, Indra provided the IVGID Board and the public with an update insofar as public records requests post-dating December 1, 2021 were concerned. With

¹ A culture where un-elected staff care more about themselves, their colleagues and select “favored collaborators” than the public they were hired to serve.

² See my recital of this fact in my January 9, 2022 e-mail to the Board and our GM. That e-mail is attached as Exhibit “A” to this written statement.

³ See my recital of how Ms. Herron responded in Exhibit “A” to this written statement.

respect to my December 9, 2021 request Mr. Winquest recited that “staff is preparing a cost estimate for providing these records (and) Mr. Katz has been advised of the same.”⁴

My January 9, 2022 E-Mail to Our GM Insofar as His Representations on Page 10 of the 1/12/2022 Board Packet Were Concerned: When I read what Mr. Winquest had informed the Board and the public insofar as my December 1, 2021 public records request were concerned, *which was false*, I sent him an e-mail (on January 9, 2022) giving him until 5:00 o’clock P.M. that day to produce written evidence which supported his statements to the Board and the public, otherwise I would go public and make a big deal regarding the same⁵.

Mr. Winquest never responded to my January 9, 2022 e-mail, one way or the other. And so at 9:46 P.M. that evening I went public with my e-mail to the Board of even date².

Ms. Herron’s E-Mail Admission to Me of January 10, 2022: The following morning, I received an e-mail from Ms. Herron admitting that contrary to Mr. Winquest’s assertion of fact, she had “not follow(ed) up with (me) on (my) records request (insofar as)...Staff providing (me with) an estimate.”⁶

My January 10, 2022 E-Mail to the IVGID Board: After Ms. Herron admitted that she had committed public records concealment, I shared this evidence with the Board and Mr. Winquest asking what members “intend(ed) to do about it?”⁶ And how did the Board respond? Nothing, nada, zip, etc.

Conclusion: The concealment of public records is a crime⁷. Given that’s what we have here and I’m tired of having to deal with the same criminal activity, time-after-time, the public should be aware of the same. Which explains this written statement.

And You Wonder Why You’re Recreation (“RFF”) and Beach (“BFF”) Facility Fees Are as High as They Are? I’ve now provided more answers.

Respectfully, Aaron Katz (Your Community Watchdog), Because Only Now Are Others Beginning to Watch!

⁴ A copy of that page together with an asterisk next to the quoted language is attached as Exhibit “B” to this written statement.

⁵ That e-mail is attached as Exhibit “C” to this written statement.

⁶ That e-mail which is part of a string of e-mails between Ms. Herron, me, and the IVGID Board, is attached as Exhibit “D” to this written statement.

⁷ See NRS 239.310 which states it “is...a category C felony (for) a person (to) willfully and unlawfully... conceal...a record, map, book, paper, document or other thing filed or deposited in a public office.”

EXHIBIT "A"

I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records

From: <s4s@ix.netcom.com>
To: "Callicrate, Tim" <tim_callicrate2@ivgid.org>
Cc: "Dent, Matthew" <dent_trustee@ivgid.org>, "Wong, Kendra Trustee" <wong_trustee@ivgid.org>, "Schmitz, Sara" <schmitz_trustee@ivgid.org>, "Tonking, Michaela" <tonking_trustee@ivgid.org>, <ISW@ivgid.org>
Subject: · I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records
Date: Jan 9, 2022 9:46 PM

Chairperson Callicrate and Other Honorable Members of the Board -

I keep telling you it's nearly everything your vaunted staff do. Everything!

By and large senior staff are a bunch of liars. They resent the fact they must report to the Board, or to explain any of their actions to anyone. And they don't give a damn about the public they were hired to serve. Nor the local property owners for whom they are directly accountable. All they really care about is themselves, their public employee colleagues, and their special interest favored collaborators who they can count on to come to their support when evidence of their wrongdoing is made public and they need cheerleaders. It's called the IVGID culture. And who better to be the head of that culture than one of its proud products? Our GM Indra.

About a week ago I made all of you aware of Susan Herron's lies re my request to examine documentation and information pertaining to Greenwood Homes' requests to use the Chateau to conduct a pre-sales dog and pony show for a new 40 unit condominium project being proposed at 947 Tahoe Blvd., first on Jan 10, and later on Jan 24, 2022. And instead of terminating Ms. Herron, all we heard from Indra was "I don't have time for this nonsense." And why did he not have time?

Well it turns out it was because he was engaged in similar lying of his own. To advance another false narrative to make you believe he really is a truthful and appropriate steward to be our GM. Well he's not. And that's the purpose of this e-mail.

Take a look at page 10 of the Board packet for your upcoming Board meeting on Jan 12, 2022. There Indra advances the false narrative of how open and honest he and his staff are when it comes to public records requests. His first entry pertains to a request of mine; something he wrongly describes as a request for "project accountings." And his explanation of its status of this request is: "staff is preparing a cost estimate for providing these records," and, "MR. KATZ HAS BEEN ADVISED OF THE SAME."

NOT TRUE. The correct narrative is that Ms. Herron and Indra are guilty of willful concealment of public records. Or probably more aptly, there is no concealment because the truth of the matter is that none of the records sought to be examined actually exist. A "project summary" sheet has been created after the fact to make it look as if these sheets are regularly prepared for all CIPs, when they do not.

So here is the truth and I've got the documents to back up what I recite:

On November 7, 2021 I made a request to "examine records evidencing the time internal services staff (allegedly) spent

and the costs internal services staff (allegedly) incurred on any aspect of the Phase I of the Mountain Golf cart pathway replacement project." I think we all now know that NONE EXIST because of Mr. Navazio's admissions at the Board's last meeting.

Nonetheless, on December 1, 2021 Ms. Herron provided me with a phony "project accounting" sheet for this project which supposedly included the internal services labor costs advanced by staff to this project I had asked to examine. The problem is it did NOT include any of these labor costs and each of you know this to be fact because I copied you on my e-mail follow up to Ms. Herron where I raised this objection. And BTW, Ms. Herron has NEVER provided the records I requested which translates to a Public Records Act violation which if willful (which it is), is unlawful.

This phony "project accounting" sheet Ms. Herron provided was obviously created AFTER THE FACT to fabricate a record that did not exist to make it look as if she was responding in good faith when the truth is, she was not. And it was intended to make the less informed believe that everything was up front and honest in the expenditures staff was making, when it was not.

So my intent was to call our Ms. Herron and the rest of your vaunted staff as being the liars they really are. So I said to myself; okay, I'll play your silly game. If staff normally prepare project accounting sheets for each of its CIP projects which include the internal services labor costs advanced by staff to those projects, much the same as project summaries which are created for each, it should be a very, very easy thing to make ALL of such sheets available for one's inspection. In fact at the District's admin offices during normal business hours. So on December 1, 2021 I made another public records request "to examine EVERY project accounting sheet for EVERY CIP project approved by the Board from July 1, 2019 to the present." I knew that there would be no way to after the fact fabricate documents that didn't exist, just like what Ms. Herron had provided to me, if I asked for all such sheets. Which explains why I did.

So how did Ms. Herron respond? Instead of just admitting the truth that there were no such sheets, she tried to run me around in circles by disingenuously asking me to provide the CIP project numbers for each of projects I had asked to examine project accounting sheets. Now why would Ms. Herron require CIP numbers for each and every CIP? Nevertheless, I pointed her to all budgeted projects since July 1, 2019 on the District's web site which included the CIP numbers she had requested.

In response, on December 9, 2021 Ms. Herron followed up stating as follows: "staff is working up a response to your request and we hope to have that to you by the end of next week." That's the last I heard from Ms. Herron. And now that more than a month has gone by, I've heard nothing more from Ms. Herron. Nothing! In other words, Ms. Herron never wrote to nor e-mailed me advising "staff is preparing a cost estimate for providing these records" as Indra represents on page 10 of the Board packet.

Up until last Friday afternoon I didn't know about Ms. Herron's and Indra's lies. That was until I was provided with the Board packet for next Wednesday's meeting. And over the weekend I started examining the same. And when I came to page 10 I stopped and said to myself, wait a minutes. THIS IS A LIE! This is an attempt to make you Board members, think staff are open and honest and complying with Nevada's Public Records Act when in truth and in fact, they're guilty of willful concealment because they know the truth will not look kindly upon they and their colleagues.

But before I went public with these facts, at 8:04 A.M. this morning, I e-mail Indra put him on notice of the same. I did not copy anyone with the e-mail. It was just one-on-one. I asked Indra to share with me the so called writing or e-mail allegedly sent to me advising that "staff is preparing a cost estimate for providing these records" because NONE was ever received. In other words, I can't possibly have been advised of the same if nothing was ever sent. I told Indra that UNLESS he provided me with written evidence of the subject advice by 5 P.M. this evening, I was going to go public with the truth and call him out for being the liar he too apparently is.

So what was produced? NOTHING! What did I hear back from Indra on this or any other subject? NOTHING! And it has now been nearly 14 hours! And why? Because the statement is a lie. And Indra knows it is a lie just like the liar who presumably shared this untruth with him.

Yes I'm going to file a criminal complaint. But there's a lesson for all of you to learn.

YOU CAN'T RELY UPON THE TRUTHFULNESS OF ANYTHING YOUR SENIOR STAFF SHARE WITH YOU BECAUSE THEY DON'T SPEAK THE TRUTH. In the past I have provided evidence to you that Mr. Navazio doesn't speak the truth. I did the same insofar as Mr. Underwood is concerned. I did the same insofar as Mr. Howard is concerned. I did the same insofar as Mr. Raymore is concerned. I did the same insofar as Ms. Herron is concerned. And now I do so insofar as our GM himself is concerned. The entire organization is dirty to the core. Because they care more about covering their asses than sharing the truth. And if you had any guts, you'd line them all up at a public meeting, one next to another, and terminate them ALL. And that's what I ask you do.

No one likes to accuse his/her president of being a crook. And I take no glee in calling out Indra and his senior staff as being a bunch of over compensated liars. But that's exactly what they are. And you wonder why and how they steal nearly \$7M annually from local property owners?

And to anyone else reading this e-mail, now you're on notice.

Respectfully, Aaron Katz

EXHIBIT "B"

Policy 3.1.0, Subparagraph 0.4 – Report to the Board on Contracts Signed by the District General Manager

From December 2, 2021 to January 5, 2022

PO Number	Vendor	Description	PO Amount
22-0149	Etcheberry Construction LLC	Golf course tree work	\$15,485.
22-0150	Sanity Solutions	Sanity-as-a-Service – Server software (IT)	\$11,800.
22-0157	Industrial Software Solutions	SCADA Wonderwear software annual lic	\$14,160.
22-0158	Western Nevada Supply	Full-circle repair clamp-high pressure section	\$18,296.25
22-0159	Western Nevada Supply	Repair couplers	\$5,588.66
22-0160	Washoe County Community Svcs	Street cut permit fees	\$5,929.
22-0163	Shafer Equipment Company, Inc.	Drivetrain repair	\$5,173.

Public Records Requests

Following are the public records requests from December 2, 2021 to January 4, 2022

12/01/2021	Katz, Aaron	Every project accounting for every CIP project since 7/1/2019 to present		Staff is preparing a cost estimate for providing these records; Mr. Katz has been advised of same.
12/06/2021	Gumz, Joy	IVGID Privilege Document Log	12/08/2021	Complete
12/07/2021	Katz, Aaron	More on the Dog Park – Application, Transition for Charges by Cost Center, Cost Recovery Agreement and Payment	12/07/2021 12/07/2021	USFS Application sent Cost recovery agreement and payment – no records to provide – complete
12/13/2021	Wright, Frank	Community Holiday Lights	12/14/2021	Complete
12/16/2021	Katz, Aaron	RFP and Responses – Special Counsel	01/04/2022	Complete
12/28/2021	Wright, Frank	Copy of e-mail from Rice to Nelson; Nelson to Board	12/29/2021	Complete
01/01/2022	Martini, Margaret	Contract with Thorndahl Armstrong and copy of e-mail transmitting a letter to the BOT	01/04/2022	Complete

EXHIBIT "C"

You Misrepresentation to the Board and the Public re My Request to Examine Public Records

From: <s4s@ix.netcom.com>
To: <ISW@ivgid.org>
Subject: You Misrepresentation to the Board and the Public re My Request to Examine Public Records
Date: Jan 9, 2022 8:04 AM

Hello Indra -

This is between you and me as of this point in time. But unless you provide the evidence TODAY, its going to blow up.

If you don't have the time for this nonsense, either provide the evidence or do what you know you need to do.

On December 1, 2021 Ms. Herron provided me with a phony "project accounting" sheet for the Mtn Golf cart pathway replacement project which supposedly included the internal services labor costs advanced by staff to this project (even though it included none of these costs). This was in response to my November 7, 2021 request to "examine records evidencing the time internal services staff spent and the costs internal services staff incurred on any aspect of the Phase I of the Mountain Golf cart pathway replacement project."

Because Ms. Herron's response suggested staff regularly produce a "project accounting sheet" for every project they prosecute, and I believe this is a lie, on December 1, 2021 I asked "to examine EVERY project accounting for EVERY CIP project approved by the Board from July 1, 2019 to the present." Just like project summaries, this document should exist for every CIP staff prosecuted..ASSUMING IT EXISTS.

These documents have NEVER been made available for examination. Ms. Herron's last disingenuous response to me was received on December 9, 2021 and it states as follows: "Staff is working up a response to your request and we hope to have that to you by the end of next week."

Well a month has gone by. And I have heard nothing more from Ms. Herron.

Meanwhile, page 10 of the Board packet for next Wednesday's meeting references my request for project accounting sheets. But it **WRONGLY** labels my request as one for "project accountings." Be that as it may, your response is "staff is preparing a cost estimate for providing these records. MR. KATZ HAS BEEN ADVISED OF THE SAME."

Before I accuse you of lying Indra, show me the written communication to me stating that "staff is preparing a cost estimate for providing these records." Because I never received the same. Because it was never sent. Because your Ms. Herron is lying. And she is lying to you. But before I go public with all of this I am giving you the opportunity to demonstrate I am wrong and Ms. Herron is innocent.

I understand today is Sunday, but I'm giving you until 5 PM to provide what I request. Call Ms. Herron on the telephone and ask her to provide you with the same so you can provide it to me. IF IT EXISTS because remember, I never received the same. If it isn't provided, I go public.

And let's be clear, Ms. Herron has NEVER, NEVER provided "records evidencing the time internal services staff spent and the costs internal services staff incurred on any aspect of the Phase I of the Mountain Golf cart pathway replacement project" as I requested on November 7, 2021. AN UNLAWFUL ACT.

Thank you for your cooperation. Sorry to ruin your Sunday. But you've already ruined mine. Aaron Katz

EXHIBIT "D"

I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records - Ms. Herron's Admission

From: <s4s@ix.netcom.com>
To: "Callicrate, Tim" <tim_callicrate2@ivgid.org>
Cc: "Dent, Matthew" <dent_trustee@ivgid.org>, "Wong, Kendra Trustee" <wong_trustee@ivgid.org>, "Schmitz, Sara" <schmitz_trustee@ivgid.org>, "Tonking, Michaela" <tonking_trustee@ivgid.org>, <ISW@ivgid.org>
Subject: I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records - Ms. Herron's Admission
Date: Jan 10, 2022 10:46 AM

Chairperson Callicrate and Other Honorable Members of the IVGID Board -

So did you see Ms. Herron's e-mail to me (below) in response to my e-mail to you last evening?

So who was right and who was wrong?

This isn't the first such alleged unintentional episode. On September 2 and then again September 30, 2021 I placed the Board on notice of the fact that although I asked to examine a September 11, 1975 OAG opinion requested by IVGID in March of 2021, examination was not provided and Ms. Herron informed me that she had unintentionally neglected to provide the same.

You have a problem. Now what do you intend to do about it?

Respectfully, Aaron Katz

-----Forwarded Message-----

From: Herron, Susan
 Sent: Jan 10, 2022 7:23 AM
 To:
 Subject: Records Request

Mr. Katz,

I sincerely apologize for not following up with you on your records request regarding the CIP projects ie Staff providing an estimate. This was unintentional. I am truly sorry.

Susan

WRITTEN STATEMENT REQUESTED TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS JANUARY 12, 2022 REGULAR IVGID BOARD MEETING – AGENDA ITEM C – MORE EVIDENCE YOUR EMPLOYEES MANAGED BY SENIOR STAFF ARE WORTHLESS – THIS TIME CRITICISM COMES FROM ANOTHER MEMBER OF THE COMMUNITY OTHER THAN “THE USUAL SUSPECTS.”

Introduction: For some twelve (12) or more years now I have been criticizing much of our senior staff as lacking competence, being deceitful (i.e., concealing material facts from the Board and the public), being grossly over compensated and over benefited, and the willing poster children for “the IVGID culture.”¹ And now we have an example this criticism is not limited to senior staff. It turns out our rank and file employees exhibit the very same attitude. And that’s the purpose of this written statement.

A Member of the Community Reaches Out to Me: Although I freely admit I am one of the District’s most vocal critics, I’m not the only one. Shortly before the end of last year a member of the community wrote to me about staff incompetence, waste, and worst of all, the complete lack of managerial oversight. The example in question were the landscape maintenance workers at Ski Beach. Because staff loves to retaliate against any local resident who criticizes, understandably, those residents are reluctant to come forward and criticize. And that’s what we have here. People like this resident feel more comfortable using me as their mouth pieces

My E-Mail of January 2, 2022 to the Board: On January 2, 2022 I replicated this local resident’s criticisms into an e-mail sent to the Board. It was titled “Our Workers at Ski Beach.”² As the reader can see, this e-mail recited the level of work which appears to be the norm for this District, and the complete lack of supervision/management. Again the level this District seems to exhibit.

I’m not going to reiterate what appears in the e-mail. It speaks for itself. But like everything else around here, it doesn’t paint a pretty picture.

Our GM’s January 2, 2022 Response: Obviously this local resident didn’t feel comfortable coming forward with his criticisms. He could have easily communicated with the Board or our GM. But he consciously chose otherwise. So after I communicated the foregoing with the Board and staff, I received a follow up e-mail from Indra asking me to have the individual who wrote to me to reach out directly to our GM¹. Although I felt it was disingenuous for Indra to reach out to me as he did, there is something else in his e-mail follow up which bothers me. And that’s his query how anyone can expect him to “do anything about this...without knowing more and speaking to the source?”

¹ A culture where un-elected staff care more about themselves, their colleagues and select “favored collaborators” than the public they were hired to serve.

² This e-mail is part of the string of e-mails between myself, the Board and our GM, which is attached as Exhibit “A” to this written statement.

Our GMS's January 2, 2022 Response is an Admission Indra's Not the Right Person For the Job of IVGID GM: How can anyone expect Indra to remedy this state of affairs without knowing more and speaking to my source? How about doing your job Indra? How about implementing some internal controls? How about hiring some competent management, assuming any exists? How about hiring personnel whose job it is to root out fraud, incompetence and waste like this? How about offering a cash bounty to members of the public who root out fraud, incompetence and waste like this?

You don't need to learn more. You don't need to speak to my source. All you need to do is to do your job!

Conclusion: Quoting our local resident, "there appears to be no oversight or management of these 'so called' workers...I find this all quite astonishing." Well I and others I know are not astonished. What this resident describes, is business as usual for the staff and management we pay for. And now the rest of you who maybe never see what we see have a clue to what's wrong in river city? Which explains this written statement.

And You Wonder Why You're Recreation ("RFF") and Beach ("BFF") Facility Fees Are as High as They Are? I've now provided more answers.

Respectfully, Aaron Katz (Your Community Watchdog), Because Only Now Are Others Beginning to Watch!

Re: Our Workers at Ski Beach

From: "Winquest, Indra S." <ISW@ivgid.org>
To: "s4s@ix.netcom.com" <s4s@ix.netcom.com>
Cc: "Tim Callicrate" <callicrate_trustee@ivgid.org>, "Matthew Dent" <dent_trustee@ivgid.org>, "Wong, Kendra" <Wong_trustee@ivgid.org>, "Sara Schmitz" <trustee_schmitz@ivgid.org>, "Michaela Tonking" <tonking_trustee@ivgid.org>
Subject: Re: Our Workers at Ski Beach
Date: Jan 2, 2022 9:06 PM

Aaron -

Please have the individual reach out to me directly. I cannot do anything about this if true without knowing more and speaking to the source.

Cheers, Indra

> On Jan 2, 2022, at 7:51 PM, s4s@ix.netcom.com wrote:
 >
 > Chairperson Callicrate and Other Honorable Members of the IVGID Board -
 >
 > You people are in such denial. You think your vocal critics like me are merely the vocal minority. Or a handful of disgruntled residents. You are so wrong, and that's the purpose of this e-mail.
 >
 > From time to time I hear from other residents and property owners insofar as their issues of the week are concerned. Well recently I heard from one of them on his observations of our wonderful workers. He/she doesn't have the guts to write to you directly. But I do. So what you see below is his/her e-mail to me in its entirety. I have made no modifications/corrections. And since each of you know the way I speak, it should be obvious to you that what is stated below comes from someone other than me. So with that said...
 >
 > "Observation From an Incline Resident:
 >
 > Since the subject of a bloated IVGID employee staff has been raised by a number of residents of this community, I thought it might be illuminating to forward what I have observed the past few summers. I am a kayaker who pays to keep his kayak stored at the IVGID racks at Ski Run Beach
 >
 > I kayak mostly on weekends so my perspective is mostly from this time frame.
 >
 > During these weekend kayak excursions, I have had the opportunity to regularly observe IVGID workers tending to the landscape in and around the kayak storage area.
 >
 > I assume they were hired in some capacity to maintain the gardens and landscape?
 >
 > These are mostly very young workers from what I have seen.
 >
 > What I find so peculiar is they don't seem to actually be working or accomplishing anything that could be interpreted as productive? I sit back and watch these paid employees basically kick and scrape dirt, leaves and weeds around with their feet to hidden areas where people can't see it anymore?
 >

- > This is what I observe when they' are actually moving and trying to appear as if they are working.
- >
- > Most of the time these kids seem to be just shuffling around in what apoears to be a dazed state of mind, shuffling slowly and staring ar the ground?
- >
- > I don't know what these people were actually hired to do but whatever it is it's not getting accomplished in any capacity. Furthermore, they appear to have minimal tools and/or lawn type disposal bags.They mostly stay in a 25-30 ft zone for over 30 minutes just lazily shuffling around.
- >
- > Then they move to another area.
- >
- > If I had worked like this when I was a young man I wouldn't have lasted one day in this job.And when I come back from my 2 or 3 hour kayak trip they are still out there, basically in the same general area/place doing the same thing - just shuffling around trying to look busy.
- >
- > I see this week in and week out when I am in the kayak area and I find this incredulous.
- >
- > There appears to be no oversight or management of these so called workers at all
- >
- > This year I am planing to video my observations, but I question whether this would make any difference because of the way IVGID aapparently manages situations like this.
- >
- > I find this all quite astonishing."
- >
- > So there you go! Now what are you going to do about this? What new perspective are you going to bring to this systemic problem Michaela?
- >
- > And you wonder why we lose so much money attempting to do what any responsible organization would do?
- >
- > Respectfully, Aaron Katz