

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winqest
District General Manager

FROM: Nathan Chorey, P.E.
Engineering Manager

Paul Navazio
Director of Finance

SUBJECT: Review, discuss, and possibly provide direction on Board Priority Capital Projects and related funding plans.

DATE: December 2, 2020

I. RECOMMENDATION

It is recommended that the Board of Trustees review, discuss and possibly provide direction on Board Priority Capital Projects and related funding plans.

II. BACKGROUND

This agenda item has been prepared in order to facilitate review of existing Board priority capital improvement projects, to include a status report on completed and pending projects, re-affirm existing Board priorities included within the District's Five-Year Capital Improvement Plan and consider additions or modifications to Board priority capital projects.

Significantly, the update of Board priority capital projects will directly inform capital improvement funding plans, to include a) prioritization for use of existing fund balances within District capital funds, b) capacity of future Facility Fees to support capital projects and c) possible long-term debt financing requirements.

Community Services Master Plan

Community Service Master Plan, dated August 2019 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

Second Tier Recommendations

- Provide seasonal ice rink and snow play areas at the Chateau
- Enhance the Skate Park
- Develop a Great Park at the Village Green

Board Priority Projects (2019-2020)

The Board of Trustees has previously identified specific “priority” projects selected from the District’s Community Services Master Plan as well as critical utility infrastructure projects. Projects stemming from the District’s Community Services Master Plan were updated by the Board at their meeting of September 25, 2019. Additional projects were considered as candidates for Board priorities throughout the development of the updated Five-Year Capital Improvement Plan, adopted in conjunction with the FY2020/21 Annual Budget.

Update on existing Board Priority Capital Improvement Projects

BOARD PRIORITY PROJECTS	Status	Five-Year CIP
Community Services Master Plan Projects		
Incline Village Dog Park	Pending	No
Incline Beach House Improvement Project	Planning	FY2020/21 - Planning ONLY
Tennis Center Renovation Project	Construction	FY2020/21
Burnt Cedar Pool Renovation Project	Design Phase	FY2021-22 \$2.925 million
Bocce Court Construction Project	Completed	FY2019/20
Other Significant Projects (9/25/19)		
Ski Way and Diamond Peak Parking Lot	Planning	<i>Unfunded (\$3.6 million placeholder est. FY2021/22)</i>
Championship Golf Maintenance Bldg.	Construction	FY2020/21
Utility Infrastructure Projects		
Effluent Pipeline Project	Design Review	\$11.6 million “reserved” \$2.0 million/year in CIP

Community Services Priority Projects

Incline Village Community Dog Park

Current Status – Discussions with United States Forest Service to discuss requirements of special use permit.

Next Steps – Determine appropriate means to obtain rights to United States Forest Service parcel across from Incline High School

Next Board Action – To be determined.

Schedule – Schedule is dependent on Special Use Permit and/or State Legislation

Project Cost Estimate: TBD

Funding Status: Unfunded

Funding Source: TBD

Incline Beach House Improvement Project

Current Status – Multiple alternatives of Incline Beach House Project were discussed at January 22, 2020 Board of Trustees Meeting.

Next Steps – Assemble Community Group to determine scope of project.

Next Board Action – TBD

Schedule – Target Assembling Community Group in Spring/Summer 2021.

Project Cost Estimate: TBD

Funding Status: \$100,000 planning funds in FY2020/21 CIP

Funding Source: TBD (Beach Fund)

Incline Tennis Center Renovations

Current Status – Board of Trustees awarded construction contract to Daniel Fraiman Construction at the June 10, 2020 meeting. Construction is ongoing.

Schedule – Substantial completion schedule for April 1, 2021

Project Cost Estimate: \$1,098,200

Funding Status: FY2019/20 CIP (carry-over to FY2020/21)

Funding Source: Community Services Capital Fund

Burnt Cedar Pool Renovation

Current Status – In design

Next Steps – Complete final design and permitting.

Next Board Action – Authorize Final Design Contract at December 9, 2020 Board Meeting

Schedule – Design/Permitting Fall/Winter 2020/2021. Construction to commence Spring 2021

Current Project Cost Estimate: \$4.8 – \$5.3 million

Funding Status: Five-year CIP includes \$2.7 million

Funding Source: Beach Capital Fund

Bocce Court Construction Project

Current Status – Completed 7/27/2020

Total Project Cost: \$103,077

Funding Source: Community Services Special Revenue Fund

Other Significant Projects of Importance that have Financial and Schedule Impacts in the 5-Year Capital Improvements Plan

- Mountain Golf Cart Path Replacement
 - Current Status – Preliminary Design (Contract awarded 8/24/2020)
 - Schedule – Design FY2020/21, Construction over multiple seasons beginning in FY 2021/21.
 - Project Cost Estimate: \$1,816,395
 - Funding Status: FY2020/21 CIP
 - Funding Source: Community Services Fund Capital Fund
- Rec Center Locker Room Improvements
 - Current Status – Design (Contract awarded 8/27/2020)
 - Schedule – Design FY2020/21, Construction FY2021/22
 - Project Cost Estimate: \$780,000
 - Funding Status: FY2020/21 CIP
 - Funding Source: Community Services Fund Capital Fund
- Championship Golf Maintenance Building Improvements
 - Current Status – Construction (Notice to Proceed 7/8/2020)
 - Schedule – Construction FY2021/22
 - Project Cost Estimate: \$578,433
 - Funding Status: FY2020/21 CIP
 - Funding Source: Community Services Fund Capital Fund
- Ski Way and Diamond Peak Parking Lot Reconstruction
 - Current Status – Planning
 - Next Steps – Staff to contact Tyrolian Village, Washoe County, and Diamond Peak Ski Education Foundation. Research alternative construction methods.
 - Next Board Action – Receive update and provide direction at future Board meeting.
 - Schedule – Design FY2020/21, Construction FY2021/22
 - Project Cost Estimate: \$900K - \$4.6M
 - Funding Status: Unfunded – (\$3.9 million placeholder FY2020-22)
 - Funding Source: TBD (Community Services Fund)

Utility Infrastructure Projects

Effluent Pipeline Project

Current Status – Received proposals from Construction Managers-At-Risk

Next Steps – Staff and selection committee to interview top teams and negotiate a pre-construction contract.

Next Board Action – Authorize pre-construction contract.

Schedule – Begin design in FY2020/21, target Construction as early as FY2021/22. Multi-year project.

Project Cost Estimate:

Funding Status: \$11.6 million fund balance reserved

\$2.0 million per year through Five-Year CIP (2024/25)

Funding Source: TBD – (Utility Fund)

Consideration of Additions/Revisions to Board Priority Projects

As current Board priority projects are underway or completed, Board direction as to additions or revisions will inform upcoming updated to Five-Year Capital Improvement Plan as well as specific financing plans required of each identified project.

Board feedback is requested relative to remaining projects included in Community Services Master Plan (Top Tier and Second Tier), Beaches Recreation Enhancement Opportunities Plan, Tennis Center Facilities Assessment, and the Diamond Peak Master Plan. In so doing, staff nonetheless acknowledges current Board direction to advance identified priority projects while maintaining focus and resources on investment in existing District facilities and assets.

Funding Capacity

The ability of the District to implement its long-term capital plan is dependent on the availability of resources on hand, resources being collected through the Facility Fee(s) and Charges for Services, as well as (if needed) the ability of the District to access capital markets for long-term financing.

In addition, the Board has begun to identify available funding for specific projects in order to ensure that funds being collected through Facility Fees, Charges for Services and Utility rates are used for their intended purpose, as directed by the Board.

Staff is in the process of updating financial forecasts for each major fund in order to inform discussions of available resources to implement approved capital plans

and, specifically, Board priority projects. This section provides a summary of forecasts being updated based on unaudited financial results from the prior fiscal year, the current budget and preliminary baseline forecast assumptions.

Community Services

- The Community Services Fund is reported to have an unrestricted fund balance of \$14.5 million as of June 30, 2020.
- This represents a level of fund balance that exceeds Board reserve policy level (25% of operating expenses) by \$10.4 million
- Largely as a result of the Board's decision to reduce the Recreation Facility for FY2020/21 from \$705 to \$330, the current budget anticipates a draw-down of \$5.0 million, driven by a \$6.1 million in capital expenditures.
- Based on a preliminary forecast for the Community Services Fund through FY2024/25, which includes an estimated \$3.6 million for the Ski Way and Diamond Peak Parking lot project, fund balance is largely exhausted by June 30, 2022, with limited capacity of \$1.4 to \$2.5 million over the next five years.
- If the Board chooses to not use projected fund balances to advance the Ski Way and Diamond Peak Parking Lot project, an estimated \$4.5 - \$6.1 million in projected fund balance would be available to support other existing or proposed Board priority projects.
- Among the current Board Priority Projects, the new Incline Dog Park remains an unfunded project within the current Five-Year Capital Improvement Plan.

Beach

- The Beach Fund is reported to have an unrestricted fund balance of \$2.6 million as of June 30, 2020.
- This represents a level of fund balance that exceeds Board reserve policy level (25% of operating expenses) by \$2.1 million
- Largely as a result of the Board's decision to increase the Beach Facility Fee for FY2020/21 from \$125 to \$500, the current budget anticipates unrestricted fund balance to increase to \$4.4 million, by June 30, 2021.
- Based on a preliminary forecast for the Beach Fund through FY2024/25, which includes an estimated \$2.9 million for the Burnt Cedar Pool Renovation Project (per adopted CIP budget), the Beach Fund is expected to have additional capacity of between \$2.0 and \$2.4 million over the five-year forecast to support priority projects.
- This funding could be applied to support increased funding for the Burnt Cedar Pool Renovation Project, based on an estimate of \$4.8-\$5.3 million to construct a preferred project, relative to the renovation project used for estimating funding requirements at the time of budget adoption.

- If the Board chooses to allocate fund balance expected to be available for the current preferred Burnt Cedar Pool Renovation project, the excess fund balance within the Beach Fund would be largely exhausted by June 30, 2021.
- It should be noted that among the Board's priority capital projects, the Incline Beach House Renovation Project remains an unfunded project within the current Five-Year Capital Plan. With additional funding expected to be required for the Burnt Cedar Pool project, the Incline Beach House project will likely continue to assess an increased Beach Facility Fee (beyond FY2020/21), or require a debt financing plan.

Financing Plan – Priority Projects

	Cost Estimate	Existing Fund Balance	Fees / Rates		Future Debt Financing
			Current	Future	
<i>Community Services Priority Projects</i>					
Incline Village Dog Park	TBD				
Incline Beach House Improvement Project	\$3.0 million			X	X
Tennis Center Renovation Project		Budget			
Burnt Cedar Pool Renovation Project	\$4.8 - \$5.3 million	X	X		
<i>Other Significant Projects</i>					
Ski Way and Diamond Peak Parking Lot	\$3.9 million				X
Championship Golf Maintenance Bldg.		Budget			
<i>Utility Infrastructure Projects</i>					
Effluent Pipeline Project	TBD	X	X		X

III. CONCLUSION

It is recommended that the Board of Trustees review, discuss and possibly provide direction on Board Priority Capital Projects and related funding plans.

Attachments:
Community Services Fund Forecast
Beach Fund Forecast
Adopted Five-Year CIP
Sept 2019 Priority Project Board Memo
Part of the Community Services Master Plan

**Incline Village General Improvement District
Community Services Fund**

	Audited 2018-19	Adopted Budget 2019-20	Unaudited Actuals 2019-20	Adopted Budget 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
Community Services Fund								
Beginning Unrestricted Fund Balance		\$ 13,183,167	\$ 12,261,649	\$ 14,464,432	\$ 9,447,147	\$ 5,532,778	\$ 6,256,920	\$ 7,050,164
Operating Revenue		15,891,865	15,822,750	16,616,228	17,114,715	17,628,156	18,157,001	18,701,711
Facility Fee (8203 Parcels)								
Facility Fee - Operations		2,050,750	2,041,702	1,763,645	1,763,645	1,763,645	1,763,645	1,763,645
Facility Fee - Capital Projects		3,322,215	3,322,215	533,195	3,609,320	3,609,320	4,019,470	4,019,470
Facility Fee - Debt Service		410,150	410,150	410,150	410,150	410,150	-	-
Facility Fee Subtotal		5,783,115	5,774,067	2,706,990	5,783,115	5,783,115	5,783,115	5,783,115
Other Sources								
CIP Source - Insurance Proceeds Mtn Clubhouse		300,000	243,548					
CIP Source - Capital Grants		623,800	1,637,399					
One-time transfer from General Fund		561,800	241,875					
Sale of Capital Assets			44,639					
Other Sources				320,279				
Total Sources		23,160,580	23,764,278	19,643,497	22,897,830	23,411,271	23,940,116	24,484,826
Operating Expenditures		(17,926,815)	(16,256,844)	(18,149,869)	(18,694,365)	(19,255,196)	(19,832,852)	(20,427,837)
Capital Projects - Baseline 5 Year		(8,886,502)	(5,059,031)	(3,627,040)	(7,733,080)	(3,042,900)	(3,314,020)	(3,492,820)
Capital Projects Carryover				(2,500,701)				
Ski Way					-			
Debt Service on 2012 Bond		(384,354)	(384,354)	(383,172)	(384,754)	(389,033)	-	
Total Uses		(27,197,671)	(21,700,229)	(24,660,782)	(26,812,199)	(22,687,129)	(23,146,872)	(23,920,657)
Net Change in Fund Balance		(4,037,091)	2,064,049	(5,017,285)	(3,914,369)	724,142	793,244	564,169
Change in Restrictd Portion of Fund Balance			427,994					
Prior Year Adjustments			(289,260)					
Ending Unrestricted Fund Balance	\$ 12,261,649	\$ 9,146,076	\$ 14,464,432	\$ 9,447,147	\$ 5,532,778	\$ 6,256,920	\$ 7,050,164	\$ 7,614,333
Projected Policy Target Fund Balance (25% Operating Exp)		4,481,704	4,064,211	4,537,467	4,673,591	4,813,799	4,958,213	5,106,959
Excess (Deficiency) to Target		4,664,372	10,400,221	4,909,680	859,187	1,443,121	2,091,951	2,507,374

Priority Capital Projects							
Incline Village Dog Park	<i>Unfunded</i>						
Tennis Center Renovation Project		1,098,200					
Bocce Court Construction Project		103,077					
<i>Ski Way and Diamond Peak Parking Lot</i>	<i>Unfunded</i>			300,000	3,600,000		
<i>Championship Golf Maintenance Bldg.</i>				700,000			
<i>Other Projects</i>		3,857,754	2,627,040	4,133,080	3,042,900	3,314,020	3,492,820
Total Five-Year CIP Plan		5,059,031	3,627,040	7,733,080	3,042,900	3,314,020	3,492,820

**Incline Village General Improvement District
Beach Fund**

	Adopted Budget 2019-20	Unaudited Actuals 2019-20	Adopted Budget 2020-21	Projected 2021-22	Projected 2022-23	Projected 2023-24	Projected 2024-25
Beach Fund							
Beginning Unrestricted Fund Balance	\$ 1,749,171	\$ 1,774,846	\$ 2,556,100	\$ 4,895,026	\$ 577,407	\$ 722,136	\$ 758,679
Operating Revenues	1,511,300	1,648,004	831,995	1,656,292	1,705,980	1,757,160	1,809,874
Facility Fee (7748 Parcels)							
Facility Fee - Operations	658,580	656,897	658,580	658,580	658,580	658,580	658,580
Facility Fee - Capital Projects	302,172	302,172	3,207,672	302,172	302,172	309,920	309,920
Facility Fee - Debt Service	7,748	7,748	7,748	7,748	7,748		
Facility Fee Subtotal	968,500	966,817	3,874,000	968,500	968,500	968,500	968,500
Other Sources		13,125	-	-	-	-	-
Financing Sources							
Bonding Sources		-					
Total Sources	2,479,800	2,627,946	4,705,995	2,624,792	2,674,480	2,725,660	2,778,374
Operating Expenditures	(2,109,190)	(1,758,394)	(1,906,299)	(2,111,054)	(2,174,386)	(2,239,617)	(2,306,806)
Capital Projects	(990,050)	(82,009)	(454,500)	(2,825,060)	(349,000)	(449,500)	(206,100)
Burnt Cedar Pool				(2,000,000)			
Scheduled Debt Service on 2012 Bond	(6,289)	(6,289)	(6,270)	(6,296)	(6,366)	-	-
Total Uses	(3,105,529)	(1,846,692)	(2,367,069)	(6,942,410)	(2,529,752)	(2,689,117)	(2,512,906)
Net Change in Fund Balance	(625,729)	781,254	2,338,926	(4,317,619)	144,729	36,542	265,469
Ending Unrestricted Fund Balance	\$ 1,123,442	\$ 2,556,100	\$ 4,895,026	\$ 577,407	\$ 722,136	\$ 758,679	\$ 1,024,147
Projected Policy Target Fund Balance (25% Operating Exp)	527,298	439,599	476,575	527,764	543,596	559,904	576,701
Excess (Deficiency) to Target	596,144	2,116,501	4,418,451	49,643	178,540	198,775	447,446

<i>Priority Capital Projects</i>		
<i>Burnt Cedar Pool</i>	2,700,000	<i>In CIP Plan</i>
<i>Incline Beach House (not in Proposed CIP 5 Year)</i>	3,000,000	<i>Unfunded</i>
	<u>5,700,000</u>	

Priority Capital Projects							
Incline Beach House Improvement Project	Unfunded		100,000				
Burnt Cedar Pool Renovation Project	Placeholder		225,000	2,700,000			
Other Projects			129,500	125,060	349,000	449,500	208,100
Total Five-Year CIP Plan			454,500	2,825,060	349,000	449,500	208,100



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
Accounting/Information Systems	1213CE1101	IT Master Plan - IT Security Devices	Director of IT	15,000	-	-	-	-	15,000
	1213CE1501	Wireless Controller Upgrade	Director of IT	40,000	-	-	-	-	40,000
	1213CE1701	District Communication Radios	Network Administrator	6,000	10,000	-	-	-	16,000
	1213CE1901	Completion of analog Phone System upgrade to VoIP	Director of IT	60,000	66,000	-	-	-	126,000
	1213CO1505	Server Storage and Computing Hardware	Director of IT	91,800	92,000	-	-	220,000	403,800
	1213CO1703	District Wide PC, Laptops, Peripheral Equipment and Desk Top Printers	IT Technician	97,050	100,000	102,950	105,900	109,950	515,850
	1213CO1803	Microsoft Office Licenses	Director of IT	9,300	9,600	-	-	-	18,900
	1213CO1804	Windows Server Operating System	Director of IT	14,000	-	-	-	-	14,000
	1213LV1721	IS&T Pick-up Truck and Cargo Unit	Fleet Superintendent	-	-	31,000	-	-	31,000
				333,150	277,600	133,950	105,900	329,950	1,180,550
General	1099BD1501	Admin Roof Repairs	Buildings Superintendent	12,000	-	-	-	-	12,000
	1099BD1502	Upgrade Public Bathrooms at Administration for ADA Compliance	Buildings Superintendent	-	75,000	-	-	-	75,000
	1099BD1701	Administration Services Building - Placeholder	Engineering Manager	-	-	150,000	3,200,000	-	3,350,000
	1099LI1705	Pavement Maintenance - Administration Building	Senior Engineer	5,000	5,000	5,000	5,000	5,000	25,000
	1099OE1401	Admin Printer Copier Replacement - 893 Southwood Administration Building	District Clerk	-	32,500	-	-	-	32,500
				17,000	112,500	155,000	3,205,000	5,000	3,494,500
		Total General Fund		350,150	390,100	288,950	3,310,900	334,950	4,675,050
Utilities									
Public Works Shared	2097BD1202	Paint Interior Building #A	Buildings Superintendent	-	49,000	-	-	-	49,000
	2097BD1204	New Carpet Building #A	Buildings Superintendent	-	47,000	-	-	-	47,000
	2097BD1702	Replace Public Works Front Security Gate	Buildings Superintendent	-	-	-	-	79,320	79,320
	2097BD1704	Replace Roof Public Works #B	Buildings Superintendent	-	105,000	-	-	-	105,000
	2097BD2001	Arc Flash Study - Utilities	Director of Public Works	60,000	-	-	-	-	60,000
	2097CO2101	Public Works Billing Software Replacement	Public Works Administrative Manager	10,000	100,000	100,000	50,000	-	260,000
	2097DI1401	Adjust Utility Facilities in NDOT/Washoe County Right of Way	Senior Engineer	25,000	180,000	60,000	60,000	60,000	385,000
	2097DI1701	Water Reservoir Safety and Security Improvements	Engineering Manager	200,000	-	-	-	-	200,000
	2097HE1725	Loader Tire Chains	Fleet Superintendent	-	20,000	-	-	-	20,000
	2097HE1729	2002 Caterpillar 950G Loader #523	Fleet Superintendent	-	265,000	-	-	-	265,000



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	2097HE1730	2002 Caterpillar 950G Loader #525	Fleet Superintendent	-	-	270,000	-	-	270,000
	2097HE1750	1997 Forklift #315	Fleet Superintendent	-	-	-	36,000	-	36,000
	2097HE1751	2013 Trackless Snowblower #687	Fleet Superintendent	-	-	175,000	-	-	175,000
	2097HE1752	2001 105KW Mobile Generator #313	Fleet Superintendent	-	-	50,000	-	-	50,000
	2097HV1755	2001 Peterbilt Bin Truck #468	Fleet Superintendent	-	190,000	-	-	-	190,000
	2097LE1720	Snowplow #300A	Fleet Superintendent	-	18,000	-	-	-	18,000
	2097LE1721	Snowplow #307A	Fleet Superintendent	-	-	18,000	-	-	18,000
	2097LE1722	Slurry Liquidator #326	Fleet Superintendent	-	41,000	-	-	-	41,000
	2097LE1724	2019 Sander/Spreader #808	Fleet Superintendent	-	-	-	-	10,000	10,000
	2097LE1727	2012 Snowplow #669B	Fleet Superintendent	-	-	-	-	72,000	72,000
	2097LI1401	Pavement Maintenance, Utility Facilities	Senior Engineer	-	247,500	90,000	12,500	260,000	610,000
	2097LI1701	Pavement Maintenance, Reservoir 3-1 WPS 4-2/5-1	Senior Engineer	-	220,000	-	-	-	220,000
	2097LV1710	2013 Chevy Equinox	Fleet Superintendent	-	-	-	37,000	-	37,000
	2097LV1734	2013 1/2 Ton Pick-Up #677 Treatment	Fleet Superintendent	-	-	-	37,000	-	37,000
	2097LV1735	2003 GMC 3/4-Ton Pick-up #702	Fleet Superintendent	-	-	-	-	34,000	34,000
	2097LV1736	2005 Chevy 1/2-Ton Pick-up #553	Fleet Superintendent	-	32,000	-	-	-	32,000
	2097LV1738	2009 Chevrolet 1/2 Ton Pick-up Truck #631	Fleet Superintendent	-	30,000	-	-	-	30,000
	2097LV1739	2009 Chevrolet 1/2 Ton Pick-up Truck #632 Engineering Dept.	Fleet Superintendent	-	32,000	-	-	-	32,000
	2097LV1740	2012 Extend-A-Cab Pick-up #678 Pipeline Dept.	Fleet Superintendent	-	-	32,000	-	-	32,000
	2097LV1741	2004 3/4-Ton Service Truck w/liftgate & crane #703	Fleet Superintendent	-	-	-	-	58,000	58,000
	2097LV1743	2013 1-Ton Flatbed #679 Pipeline Dept.	Fleet Superintendent	-	-	-	44,000	-	44,000
	2097LV1744	2012 1-Ton Service Truck w/ Liftgate #668 Treatment	Fleet Superintendent	-	-	43,000	-	-	43,000
	2097LV1745	2013 1-Ton Service Truck #680 Utilities Electrician	Fleet Superintendent	-	-	-	44,000	-	44,000
	2097LV1748	2008 Chevrolet Service Truck #680	Fleet Superintendent	-	-	45,000	-	-	45,000
	2097LV1749	2011 Chevrolet Service Truck #647 Treatment	Fleet Superintendent	45,000	-	-	-	-	45,000
	2097OE1205	Large Format Printer Replacement	Public Works Contract Administrator	-	-	-	29,000	-	29,000
				340,000	1,576,500	883,000	349,500	573,320	3,722,320
Water	2299DI1102	Water Pumping Station Improvements	Engineering Manager	70,000	70,000	50,000	50,000	50,000	290,000
	2299DI1103	Replace Commercial Water Meters, Vaults and Lids	Collection/Distribution Supervisor	55,000	40,000	40,000	40,000	-	175,000
	2299DI1204	Water Reservoir Coatings and Site Improvements	Utility Maintenance Specialist	85,000	85,000	60,000	80,000	55,000	365,000
	2299DI1401	Burnt Cedar Water Disinfection Plant Improvements	Engineering Manager	25,000	55,000	25,000	25,000	150,000	280,000
	2299DI1702	Water Pump Station 2-1 Improvements	Engineering Manager	-	-	300,000	-	-	300,000



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	2299DI2603	Residential meter and electronics replacement	Collection/Distribution Supervisor	-	-	-	150,000	250,000	400,000
	2299LV1720	2013 Mid Size Truck #630 Compliance	Fleet Superintendent	-	31,000	-	-	-	31,000
	2299WS1704	Watermain Replacement - Martis Peak Road vicinity	Senior Engineer	990,000	-	-	-	-	990,000
	2299WS1705	Watermain Replacement - Crystal Peak Road	Senior Engineer	-	50,000	986,000	-	-	1,036,000
	2299WS1706	Watermain Replacement - Slott Pk Ct	Senior Engineer	-	250,000	-	-	-	250,000
	2299WS1802	Watermain Replacement - Alder Avenue	Senior Engineer	-	-	50,000	535,000	-	585,000
	2299WS1803	Watermain Replacement - Future	Senior Engineer	-	-	-	50,000	600,000	650,000
	2299WS1804	R6-1 Tank Road Construction	Senior Engineer	-	125,000	-	-	-	125,000
				1,225,000	706,000	1,511,000	930,000	1,105,000	5,477,000
Sewer	2523HE1723	2001 Sellick Forklift #499	Fleet Superintendent	-	-	-	65,000	-	65,000
	2523HV1721	2006 Kenworth T800 Bin truck #587	Fleet Superintendent	-	197,200	-	-	-	197,200
	2523LE1720	2018 Flail Mower #784	Fleet Superintendent	-	-	-	15,000	-	15,000
	2524HE1725	2008 Chevrolet Camera Truck #615	Fleet Superintendent	-	-	-	85,000	-	85,000
	2524SS1010	Effluent Pipeline Project	Engineering Manager	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	10,000,000
	2599BD1105	Building Upgrades Water Resource Recovery Facility	Utility Superintendent	80,000	40,000	30,000	50,000	275,000	475,000
	2599DI1104	Sewer Pumping Station Improvements	Engineering Manager	70,000	30,000	30,000	50,000	50,000	230,000
	2599DI1701	Sewer Pumping Station 14 Improvements	Engineering Manager	-	-	-	30,000	85,000	115,000
	2599DI1703	Sewer Pump Station #1 Improvements	Engineering Manager	650,000	-	-	-	-	650,000
	2599SS1102	Water Resource Recovery Facility Improvements	Utility Superintendent	125,000	75,000	100,000	175,000	475,000	950,000
	2599SS1103	Wetlands Effluent Disposal Facility Improvements	Utility Maintenance Specialist	16,500	183,500	100,000	100,000	-	400,000
	2599SS1203	Replace & Reline Sewer Mains, Manholes and Appurtenances	Senior Engineer	80,000	60,000	55,000	105,000	55,000	355,000
	2599SS1901	Wastewater Resource Recovery Facility (WRRF) Drainage Improvements	Senior Engineer	-	12,500	-	-	-	12,500
	2599SS2107	Update Camera Equipment	Collection/Distribution Supervisor	-	60,000	-	-	-	60,000
				3,021,500	2,658,200	2,315,000	2,675,000	2,940,000	13,609,700
		Total Utilities		4,586,500	4,940,700	4,709,000	3,954,500	4,618,320	22,809,020
Internal Service									
Fleet	5190ME1201	Replacement Shop Tools and Equipment	Fleet Superintendent	-	-	16,000	-	-	16,000
	5197CO1501	Fuel Management Program	Fleet Superintendent	-	-	-	-	28,000	28,000
	5197CO1801	Fleet Software upgrade - manages rolling stock/equip	Fleet Superintendent	-	-	14,000	-	-	14,000
	5197LE1720	Replace 2007 Vehicle/Equipment Trailer #629	Fleet Superintendent	-	-	-	12,000	-	12,000
				-	-	30,000	12,000	28,000	70,000
Buildings	5394LE1723	2003 Genie Scissor Lift	Fleet Superintendent	-	16,000	-	-	-	16,000
	5394LE1724	2004 Equipment Trailer (Tilt)	Fleet Superintendent	-	5,200	-	-	-	5,200



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	5394LV1720	Replace 2005 Service Truck 4X4 (1-ton) #555	Fleet Superintendent	-	43,600	-	-	-	43,600
	5394LV1722	Replace 2004 Pick-up Truck 4X4 (1/2-ton) #540	Fleet Superintendent	5,000	-	-	-	-	5,000
				5,000	64,800	-	-	-	69,800
		Total Internal Service		5,000	64,800	30,000	12,000	28,000	139,800
Community Services									
Championship Golf	3141FF1804	Champ Golf Exterior Icemaker Replacement	Buildings Superintendent	10,500	-	-	-	-	10,500
	3141FF1903	Championship Golf Course Bear Boxes	Grounds Superintendent Golf Courses	6,000	-	-	-	-	6,000
	3141GC1103	Irrigation Improvements	Grounds Superintendent Golf Courses	15,000	26,000	15,000	30,000	27,000	113,000
	3141GC1501	Maintenance Building Drainage, Wash Pad, and Pavement improvements	Engineering Manager	700,000	-	-	-	-	700,000
	3141GC1803	Championship Course Tees	Grounds Superintendent Golf Courses	-	12,000	-	-	-	12,000
	3141GC1901	Practice Green Expansion	Grounds Superintendent Golf Courses	-	-	-	-	150,000	150,000
	3141LI1201	Pavement Maintenance of Parking Lots - Champ Course & Chateau	Senior Engineer	55,000	17,500	65,000	615,000	5,000	757,500
	3141LI1202	Pavement Maintenance of Cart Paths - Champ Course	Senior Engineer	62,500	55,000	55,000	55,000	195,000	422,500
	3141LV1898	Championship Golf Course Electric Cart Fleet and GPS	Director of Golf	378,000	-	-	-	-	378,000
	3142LE1722	2001 Shattertine Aerifier #500	Fleet Superintendent	-	-	-	8,000	-	8,000
	3142LE1723	2017 Toro Force Debris Blower #742	Fleet Superintendent	-	-	10,000	-	-	10,000
	3142LE1725	2015 Carryall Club Car #720	Fleet Superintendent	-	-	-	-	15,000	15,000
	3142LE1726	2015 Carryall Club Car #721	Fleet Superintendent	-	-	-	-	15,000	15,000
	3142LE1737	2006 Carryall Club Car #589	Fleet Superintendent	13,000	-	-	-	-	13,000
	3142LE1738	2006 Carryall Club Car #590	Fleet Superintendent	13,000	-	-	-	-	13,000
	3142LE1739	2006 Carryall Club Car #591	Fleet Superintendent	13,000	-	-	-	-	13,000
	3142LE1741	2016 Bar Cart #724	Fleet Superintendent	17,000	-	-	-	-	17,000
	3142LE1742	2016 Bar Cart #725	Fleet Superintendent	17,000	-	-	-	-	17,000
	3142LE1743	2017 Toro Sand Pro 3020 #744	Fleet Superintendent	-	-	-	22,000	-	22,000
	3142LE1744	2014 Toro Tri-Plex Mower 3250D #694	Fleet Superintendent	-	48,800	-	-	-	48,800
	3142LE1745	2017 Toro 3500D Mower #743	Fleet Superintendent	-	38,000	-	-	-	38,000
	3142LE1746	2012 JD 8500 Fairway Mower #670	Fleet Superintendent	-	92,000	-	-	-	92,000
	3142LE1747	2011 Toro Groundsmaster 4000D #650	Fleet Superintendent	-	69,000	-	-	-	69,000
	3142LE1748	2015 Toro Greensmaster 1600 #711	Fleet Superintendent	-	-	-	11,300	-	11,300
	3142LE1749	2015 Toro Greensmaster 1600 #712	Fleet Superintendent	-	-	-	11,300	-	11,300



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	3142LE1750	2013 JD 3235 Fairway Mower #685	Fleet Superintendent	-	-	92,000	-	-	92,000
	3142LE1753	2019 Toro Greensmaster 2120 #797	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1754	2019 Toro Greensmaster 2120 #798	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1755	2019 Toro Greensmaster 2120 #799	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1756	2019 Toro Greensmaster 2120 #800	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1757	2019 Toro Greensmaster 2120 #801	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1758	2019 Toro Greensmaster 2120 #802	Fleet Superintendent	-	-	-	17,000	-	17,000
	3142LE1759	2014 3500D Toro Rotary Mower #693	Fleet Superintendent	-	38,000	-	-	-	38,000
	3142LE1861	Toro Greensmaster 1600 #796	Fleet Superintendent	-	-	-	11,300	-	11,300
	3143GC1201	Driving Range Nets	Engineering Technician	90,000	-	-	-	-	90,000
	3143GC1202	Driving Range Improvements	Grounds Superintendent Golf Courses	-	-	-	34,000	-	34,000
	3143GC2002	Range Ball Machine Replacement	Director of Golf	-	-	20,000	-	-	20,000
	3144FF1702	Replace Icemaker Championship Golf Course Cart Barn	Buildings Superintendent	-	10,980	-	-	-	10,980
	3153BD2001	Recoat Chateau F&B Grill and Catering Kitchen Floors	Buildings Superintendent	-	39,700	-	-	-	39,700
	3197HV1749	1997 1-Ton Dump Truck #419	Fleet Superintendent	-	44,000	-	-	-	44,000
	3197LE1721	2017 Toro Aerator #754	Fleet Superintendent	-	-	-	-	28,000	28,000
	3197LE1722	2018 Toro Multi-Pro Sprayer #781	Fleet Superintendent	-	-	-	75,000	-	75,000
	3197LE1729	2017 Toro Multi-Pro Spray Rig #746	Fleet Superintendent	-	-	-	41,000	-	41,000
	3197LE1731	2008 Planetair HD50 #616	Fleet Superintendent	38,000	-	-	-	-	38,000
	3197LE1732	2015 John Deere 1500 Fairway Aerator #716	Fleet Superintendent	-	-	-	-	32,500	32,500
	3197LE1735	2017 TORO Procore 864 Aerator #747	Fleet Superintendent	28,000	-	-	-	32,500	60,500
	3197LE1748	Replace Blade Grinding Equipment	Fleet Superintendent	-	-	-	49,000	-	49,000
	3197LE1752	2017 Deep Tine Aerator #763	Fleet Superintendent	27,000	-	-	-	27,800	54,800
	3197LE1902	Graden Sand Injection Verticutter	Fleet Superintendent	18,500	-	-	-	-	18,500
	3197LE2004	2017 TORO PROCORE 864 AERATOR #756	Fleet Superintendent	33,500	-	-	-	32,500	66,000
	3197LE2020	2010 JD 4120 Tractor #643	Fleet Superintendent	-	32,000	-	-	-	32,000
	3197LE2022	2017 Toro Core Processor #758	Fleet Superintendent	-	-	-	-	26,000	26,000
	3199OE1501	Championship Golf Printer Copier Replacement 955 Fairway	Director of IT	-	-	10,000	-	-	10,000
				1,535,000	522,980	267,000	1,064,900	586,300	3,976,180
Mountain Golf	3241GC1101	Mountain Course Greens, Tees and Bunkers	Grounds Superintendent Golf Courses	8,000	8,000	-	-	40,000	56,000
	3241GC1404	Irrigation Improvements	Grounds Superintendent Golf Courses	-	-	30,000	10,000	12,000	52,000
	3241GC1502	Wash Pad Improvements	Engineering Manager	-	5,000	65,000	-	-	70,000

5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	3241LI2001	Mountain Golf Cart Path Replacement	Director of Golf/Community Services	-	550,000	550,000	550,000	-	1,650,000
	3241LV1899	Mountain Course 58 Cart Fleet	Director of Golf	-	-	-	-	491,200	491,200
	3242LE1720	2018 Toro Force Blower #777	Fleet Superintendent	-	-	10,000	-	-	10,000
	3242LE1721	2015 Carryall Club Car #713	Fleet Superintendent	-	-	-	-	15,000	15,000
	3242LE1722	2015 Carryall Club Car #714	Fleet Superintendent	-	-	-	-	15,000	15,000
	3242LE1723	2015 Carryall Club Car #718	Fleet Superintendent	-	-	-	-	15,000	15,000
	3242LE1724	2015 Carryall Club Car #719	Fleet Superintendent	-	-	-	-	15,000	15,000
	3242LE1726	2016 Bar Cart #726	Fleet Superintendent	20,000	-	-	-	-	20,000
	3242LE1728	2015 Toro 4000D Rough Mower #709	Fleet Superintendent	-	69,000	-	-	-	69,000
	3242LE1729	2015 JD 3235 Fairway Mower #717	Fleet Superintendent	-	-	-	-	93,000	93,000
	3242LE1730	2018 Toro Tri-Plex 3250D Mower #779	Fleet Superintendent	-	-	-	-	45,500	45,500
	3242LE1731	2017 Toro Sand Pro #745	Fleet Superintendent	-	-	-	22,000	-	22,000
	3242LE1732	2018 Toro Tri-Plex Mower #780	Fleet Superintendent	-	-	-	-	60,000	60,000
	3242LE2002	2019 Toro Tri-Plex Mower #795	Fleet Superintendent	-	-	-	-	40,000	40,000
	3242LI2004	Pavement Maintenance of Parking Lot - Mountain Golf Course	Senior Engineer	6,000	12,500	12,500	22,500	27,500	81,000
	3299BD1403	Mountain Course Maintenance Building - Electrical Improvements	Engineering Technician	-	50,000	375,000	-	-	425,000
	3299BD1705	Paint Exterior of Mountain Golf Clubhouse	Buildings Superintendent	-	-	-	-	31,000	31,000
				34,000	694,500	1,042,500	604,500	900,200	3,275,700
Facilities	3350BD1103	Chateau - Replace Carpet	Buildings Superintendent	-	-	49,500	68,000	-	117,500
	3350BD1302	Resurface Patio Deck - Chateau	Buildings Superintendent	36,000	-	-	-	-	36,000
	3350BD1505	Paint Interior of Chateau	Buildings Superintendent	-	-	40,500	-	-	40,500
	3350BD1506	Paint Exterior of Chateau	Buildings Superintendent	-	47,000	-	-	-	47,000
	3350BD1702	Upgrade Chateau Community Room Lighting Control Module	Buildings Superintendent	-	-	-	-	25,620	25,620
	3350BD1704	Replace Air Walls Chateau	Buildings Superintendent	56,500	-	-	-	-	56,500
	3350BD1803	Replace Carpet in Chateau Grill	Buildings Superintendent	-	30,000	-	-	-	30,000
	3350BD1808	Chateau Community Room Ceiling and Beam Refurbishing	Buildings Superintendent	-	-	-	25,000	-	25,000
	3350ME2001	Retrofit Chateau Ventilation Ducts	Engineering Technician	7,500	-	-	-	-	7,500
	3351BD1501	Aspen Grove - Replace Carpet	Buildings Superintendent	-	11,000	-	-	-	11,000
	3351BD1703	Aspen Grove Outdoor Seating BBQ and Landscaping	Parks Superintendent	-	41,400	10,000	-	-	51,400



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	3351BD2101	Dumpster enclosure – Village Green/Aspen Grove	Parks Superintendent	-	45,000	-	-	-	45,000
	3352FF1104	Replace Banquet Serviceware	Sales and Events Coordinator	-	-	-	11,000	66,000	77,000
	3352LV1720	Replace 2013 Cargo Truck #690	Fleet Superintendent	-	-	38,500	-	-	38,500
				100,000	174,400	138,500	104,000	91,620	608,520
Ski	3453BD1806	Base Lodge Walk In Cooler and Food Prep Reconfiguration	Engineering Manager	15,000	200,000	-	-	-	215,000
	3453FF1706	Replace Main Lodge/Snowflake Lodge Dining Furniture and Fixtures	Food and Beverage Director	-	-	49,000	-	-	49,000
	3453FF1707	Replacement of Main and Snowflake Lodge Kitchen Equipment	Food and Beverage Director	-	-	53,000	-	11,000	64,000
	3462HE1502	Crystal Express Ski Lift Maintenance and Improvements	Mountain Operations Manager	55,000	30,000	145,000	-	-	230,000
	3462HE1702	Lakeview Ski Lift Maintenance and Improvements	Mountain Operations Manager	25,000	65,000	17,000	-	39,000	146,000
	3462HE1711	Lodgepole Ski Lift Maintenance and Improvements	Mountain Operations Manager	-	60,000	65,000	-	120,000	245,000
	3462HE1712	Red Fox Ski Lift Maintenance and Improvements	Ski Resort General Manager	-	-	-	20,000	-	20,000
	3462HE1903	Ridge Ski Lift Maintenance and Improvements	Mountain Operations Manager	45,000	-	-	-	-	45,000
	3462LE1720	2016 Polaris Ranger Crew #728	Fleet Superintendent	-	-	-	19,000	-	19,000
	3463HE1721	2013 Snow blower #689	Fleet Superintendent	-	-	-	165,900	-	165,900
	3463HE1722	Loader Tire Chains (1-Set)	Fleet Superintendent	-	9,750	-	-	-	9,750
	3463HE1723	2002 Caterpillar 950G Loader #524	Fleet Superintendent	-	265,000	-	-	-	265,000
	3463HE1724	Replace 2014 Winch Cat Grooming vehicle #699	Fleet Superintendent	-	-	-	-	415,000	415,000
	3463HE1725	Replace 2014 Grooming vehicle # 700	Fleet Superintendent	-	-	-	-	415,000	415,000
	3463HE1728	Replacement of 2011 Grooming Vehicle # 645	Fleet Superintendent	-	400,000	-	-	-	400,000
	3464BD1403	Resurface Main Lodge Decks	Buildings Superintendent	-	-	-	-	65,000	65,000
	3464LE1601	Ski Resort Snowmobile Fleet Replacement	Fleet Superintendent	16,000	16,500	17,000	17,000	17,500	84,000
	3464LE1729	Snowplow #304A	Fleet Superintendent	-	19,000	-	-	-	19,000
	3464LE1734	2016 Polaris Ranger Crew #723	Fleet Superintendent	-	-	19,000	-	-	19,000
	3464LV1730	2014 Yamaha ATV #695	Fleet Superintendent	-	19,000	-	-	-	19,000
	3464LV1732	2013 Yamaha Rhino (ATV) #674	Fleet Superintendent	21,000	-	-	-	-	21,000
	3464ME1802	Diamond Peak Fuel Storage Facility	Fleet Superintendent	-	-	-	-	20,000	20,000
	3464SI1002	Fan Guns Purchase and Replacement	Mountain Operations Manager	-	160,000	120,000	-	-	280,000
	3467LE1703	Replace Child Ski Center Surface Lift	Ski Resort General Manager	-	72,000	-	-	-	72,000



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	3468RE0002	Replace Ski Rental Equipment	Director of Skier Services	200,000	-	-	360,000	210,000	770,000
	3468RE1609	Replace Ski Rental Machinery	Director of Skier Services	-	36,000	-	-	-	36,000
	3469HE1739	Replace 2010 Shuttle Bus #635	Fleet Superintendent	140,000	-	-	-	-	140,000
	3469HE1740	Replace 2010 Shuttle Bus #636	Fleet Superintendent	140,000	-	-	-	-	140,000
	3469LI1105	Pavement Maintenance, Diamond Peak and Ski Way	Senior Engineer	25,000	-	-	-	-	25,000
	3469LI1805	Ski Way and Diamond Peak Parking Lot Reconstruction	Engineering Manager	300,000	3,600,000	-	-	-	3,900,000
	3469LV1735	2007 Chevy 1-Ton Pick-Up #596	Fleet Superintendent	-	40,000	-	-	-	40,000
	3469LV1736	2007 Chevy 1-Ton Pick-Up #597	Fleet Superintendent	-	40,000	-	-	-	40,000
	3469LV1737	1991 Ski Passenger Tram #267	Fleet Superintendent	-	22,700	-	-	-	22,700
	3469LV1738	1993 Ski Passenger Tram #283	Fleet Superintendent	-	-	23,400	-	-	23,400
	3499BD1710	Diamond Peak Facilities Flooring Material Replacement	Mountain Operations Manager	55,000	34,000	20,000	20,000	8,000	137,000
	3499BD2002	Arc Flash Study - Ski	Director of Public Works	20,000	-	-	-	-	20,000
	3499OE1205	Replace Staff Uniforms	Ski Resort General Manager	135,000	-	-	-	-	135,000
	3499OE1502	Skier Services Administration Printer Copier Replacement 1210 Ski Way	Director of IT	-	10,000	-	-	-	10,000
				1,192,000	5,098,950	528,400	601,900	1,320,500	8,741,750
Parks	4378BD1603	Resurface and Coat Incline Park Bathroom Floors	Buildings Superintendent	13,940	-	-	-	14,500	28,440
	4378BD1604	Resurface and Coat Preston Park Bathroom, Mechanical Room, and Bleacher Floors	Buildings Superintendent	-	53,200	-	-	-	53,200
	4378BD1605	Aspen Grove Flatscape and Retaining Wall Enhancement and Replacement	Senior Engineer	-	-	145,000	105,000	-	250,000
	4378BD1701	Dumpster enclosure – Incline Park	Parks Superintendent	-	45,000	-	-	-	45,000
	4378BD1705	Rosewood Creek Foot Bridges	Parks Superintendent	8,000	-	-	-	-	8,000
	4378BD1801	Preston Field Retaining Wall Replacement	Engineering Manager	10,000	22,000	264,000	-	-	296,000
	4378BD2001	Grout Repair Upstairs Parks Office & Tile Replacement	Buildings Superintendent	-	10,000	-	-	-	10,000
	4378HV1738	2013 1-Ton Dump Truck #692	Fleet Superintendent	-	-	-	-	43,000	43,000
	4378LE1720	2013 Surf Rake #684	Fleet Superintendent	-	-	-	26,500	-	26,500
	4378LE1725	2008 Landpride Overseeder #622	Fleet Superintendent	-	-	-	-	17,000	17,000
	4378LE1726	2018 John Deere UTV #771	Fleet Superintendent	-	-	-	-	20,000	20,000
	4378LE1727	2015 John Deere Pro Gator #722	Fleet Superintendent	-	-	-	-	32,000	32,000
	4378LE1731	2008 JD Pro-Gator #624	Fleet Superintendent	36,000	-	-	-	-	36,000
	4378LE1742	2015 Ball Field Groomer #706	Fleet Superintendent	24,000	-	-	-	-	24,000
	4378LE1743	2019 Toro 3500D Rotary Mower #792	Fleet Superintendent	-	-	-	-	37,000	37,000
	4378LI1207	Maintenance, East & West End Parks	Senior Engineer	7,000	39,500	3,000	41,500	5,000	96,000



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
	4378LI1303	Pavement Maintenance, Village Green Parking	Senior Engineer	7,500	5,000	32,500	5,000	5,000	55,000
	4378LI1403	Pavement Maintenance, Preston Field	Senior Engineer	5,000	7,500	27,500	6,000	7,500	53,500
	4378LI1602	Pavement Maintenance, Overflow Parking Lot	Senior Engineer	5,000	5,000	27,500	5,000	10,000	52,500
	4378LI1802	Pavement Maintenance - Incline Park	Senior Engineer	3,500	7,500	3,500	6,000	6,000	26,500
	4378LV1734	2011 Pick-Up with Lift gate #646	Fleet Superintendent	-	-	44,500	-	-	44,500
	4378LV1735	2005 Pick-up Truck 4x4 (1-Ton) #554	Fleet Superintendent	-	45,000	-	-	-	45,000
	4378LV1737	2004 Pick-up Truck 4x4 (1-Ton) #541	Fleet Superintendent	45,000	-	-	-	-	45,000
	4378RS1501	Replace Playground - Incline Park	Senior Engineer	-	20,000	100,000	-	-	120,000
	4378RS1601	Replace Playgrounds - Preston	Senior Engineer	7,500	7,500	7,500	100,000	-	122,500
				172,440	267,200	655,000	295,000	197,000	1,586,640
Tennis	4588BD1602	Paint All Court Fences and Light Poles	Buildings Superintendent	26,000	-	-	-	-	26,000
	4588LI1201	Pavement Maintenance, Tennis Facility	Senior Engineer	5,000	5,000	5,000	10,000	22,500	47,500
	4588RS1401	Resurface Tennis Courts 8-9-10-11	Director of Parks and Recreation	17,600	-	-	-	-	17,600
	4588RS1402	Resurface Tennis Courts 3 thru 7	Director of Parks and Recreation	-	-	-	23,000	-	23,000
	4588RS1501	Resurface Tennis Courts 1 and 2	Director of Parks and Recreation	-	-	-	-	10,000	10,000
				48,600	5,000	5,000	33,000	32,500	124,100
Recreation Center	4884BD1702	Replace Bird Netting	Buildings Superintendent	-	-	-	17,720	-	17,720
	4884BD1705	Upgrade Lights for I.P. Pathway	Buildings Superintendent	-	27,000	-	-	-	27,000
	4884BD1804	Chemtrol System for Recreation Center Pool	Director of Parks and Recreation	-	22,000	-	-	-	22,000
	4884BD1902	Recreation Center Upstairs Lobby Restrooms Remodel	Engineering Technician	170,000	-	-	-	-	170,000
	4884LI1102	Pavement Maintenance, Recreation Center Area	Senior Engineer	62,500	7,500	357,500	307,500	307,500	1,042,500
	4884RS1503	Replaster Recreation Center Pool	Buildings Superintendent	-	-	-	200,000	-	200,000
	4886LE0001	Fitness Equipment	Recreation Center Manager	45,000	47,250	49,000	70,000	57,200	268,450
	4899BD1305	Paint Interior of Recreation Center	Buildings Superintendent	-	15,500	-	15,500	-	31,000
	4899FF1202	Rec Center Locker Room Improvements	Engineering Manager	60,000	720,000	-	-	-	780,000
	4899LV1721	2012 15-Passenger Van #667	Fleet Superintendent	-	45,800	-	-	-	45,800
	4899LV1723	2017 Chevy Compact SUV #751	Fleet Superintendent	-	32,000	-	-	-	32,000
	4899ME2001	Recreation Center Elevator Modernization	Engineering Technician	97,500	-	-	-	-	97,500
	4899OE1607	Recreation Center Printer Copier Replacement 980 Incline Way	Director of IT	20,000	-	-	-	-	20,000



5 Year Capital Improvement Plan Summary - As of 5/27/20

Department	Project Number	Project Title	Project Manager	2021	2022	2023	2024	2025	Total
				455,000	917,050	406,500	610,720	364,700	2,753,970
Community Services Shared	4999BD2001	Arc Flash Study - Community Services	Director of Public Works	10,000	-	-	-	-	10,000
	4999LV1802	2017 Dodge Caravan ADA #769	Fleet Superintendent	-	53,000	-	-	-	53,000
	4999OE1399	Web Site Redesign and Upgrade	Marketing Manager	80,000	-	-	-	-	80,000
				90,000	53,000	-	-	-	143,000
		Total Community Services		3,627,040	7,733,080	3,042,900	3,314,020	3,492,820	21,209,860
Beaches									
	3970BD2601	Burnt Cedar Swimming Pool Improvements	Engineering Manager	225,000	2,700,000	-	-	-	2,925,000
	3972BD1301	Pavement Maintenance, Ski Beach	Senior Engineer	6,000	8,500	15,000	256,000	6,000	291,500
	3972BD1501	Beaches Flatscape and Retaining Wall Enhancement and Replacement	Senior Engineer	55,000	55,000	55,000	55,000	-	220,000
	3972BD1707	Burnt Cedar Dumpster enclosure	Senior Engineer	35,000	-	-	-	-	35,000
	3972FF1704	Beach Furnishings	Parks Superintendent	7,000	21,000	-	-	-	28,000
	3972LE1720	2014 John Deere 5075E Tractor #698	Fleet Superintendent	-	-	-	-	54,000	54,000
	3972LI1201	Pavement Maintenance, Incline Beach	Senior Engineer	6,500	6,500	31,500	6,500	6,500	57,500
	3972LI1202	Pavement Maintenance, Burnt Cedar Beach	Senior Engineer	12,500	12,500	67,500	12,500	12,500	117,500
	3972RS1701	Replace Playgrounds - Beaches	Senior Engineer	7,500	7,500	15,000	100,000	100,000	230,000
	3973FF1204	Incline Beach Kitchen	Food and Beverage Director	-	7,260	-	-	-	7,260
	3973LI1302	Incline Beach Facility Replacement	Engineering Manager	100,000	-	-	-	-	100,000
	3974FF1101	Burnt Cedar Beach Kitchen	Food and Beverage Director	-	6,800	-	-	-	6,800
	3999BD1702	Resurface Burnt Cedar Pool Patio Deck	Buildings Superintendent	-	-	-	-	29,100	29,100
	3999BD1703	Replace Ski Beach Entrance Gate	Buildings Superintendent	-	-	-	19,500	-	19,500
	3999BD1708	Ski Beach Bridge Replacement	Senior Engineer	-	-	120,000	-	-	120,000
	3999DI1706	Burnt Cedar Beach Backflow Device Replacement	Engineering Manager	-	-	45,000	-	-	45,000
				454,500	2,825,060	349,000	449,500	208,100	4,286,160
Total				9,023,190	15,953,740	8,419,850	11,040,920	8,682,190	53,119,890

MEMORANDUM

TO: Board of Trustees

THROUGH: Indra Winquest
Interim General Manager

THROUGH: Joseph J. Pomroy, P.E.
Director of Public Works

FROM: Nathan Chorey, P.E.
Engineering Manager

SUBJECT: Review, discuss, and possibly provide Staff input on the Community Services Master Plan – Priority project update based on Board of Trustees request made on August 14, 2019

DATE: September 13, 2019

1. Incline Village Community Dog Park

Current Status – Reached out to United States Forest Services to set up an initial project meeting.

Next Steps – Determine appropriate means to obtain rights to the parcel.

Next Board Action – To be determined.

Schedule – Schedule is dependent on United States Forest Services timeline; to be determined.

2. Incline Beach House Improvement Project

Current Status – Incline Beach House Project Design Schematics Complete

Next Steps – Provide March 23, 2017 Incline Beach House Project Update

Next Board Action – Board of Trustees to review Project Update Report

Schedule – Discuss at November 13, 2019 Board of Trustees Meeting

3. Incline Tennis Center Renovations

Current Status – Board of Trustees approved consultant contract with BJB Architecture at their August 14, 2019 meeting. Kick-off meeting was completed on August 27, 2019. Design development underway.

Next Steps – Design Team (BJG Architecture) to develop project alternatives by October 1, 2019 which will then be reviewed with the Tennis Advisory Group.

Next Board Action – Select preferred alternative at October 30, 2019 Board of Trustees Meeting.

Schedule – Design/permitting/bidding in September 2019 – February 2020. Construction start in August 2020.

4. Burnt Cedar Pool Renovation

Current Status – Pool Advisory Group being formed.

Next Steps – Issue Request for Quotation to select Design Team in 2020.

Next Board Action – Discuss new pool versus rehabilitation of existing pool.

Schedule – Discuss at November 13, 2019 Board of Trustees Meeting.

5. Bocce Court Construction Project

Current Status – Alternative sites and basic design criteria presented in 2019 Community Services Master Plan.

Next Steps – Public Works Department to develop site selection memorandum to highlight potential alternative sites and document other sites that have been considered but are no longer being pursued and why.

Next Board Action – Select preferred alternative at the October 30, 2019 Board of Trustees meeting.

Schedule – Design/permitting in Fall 2019 and Winter 2020. Construction start Spring/Summer 2020.

Other Significant Projects of Importance that have Financial and Schedule Impacts in the 5-Year Capital Improvements Plan

- Championship Golf Maintenance Building Improvements
- Ski Way and Diamond Peak Parking Lot Reconstruction

Plan Recommendations | Top Tier Recommendations

PLAN RECOMMENDATIONS

Key takeaways informed the evaluation of project site testing and analysis of IVGID's parks, fields, trails, open space, snow play, built facilities, and programs. Plan recommendations are organized according to top tier and second tier recommendations and aspirational projects. The list is not prescriptive or directive. As funding and/or partnership opportunities arise or decrease, projects may advance more quickly or more slowly than initially anticipated. For example, if a community partner came forward with funding and an operational plan to develop a Cross-Country Center, it may be reconsidered and evaluated sooner than anticipated.

TOP TIER RECOMMENDATIONS

ENHANCE AND MAINTAIN IVGID'S CURRENT FACILITIES AND UPGRADE EQUIPMENT ON A REGULAR SCHEDULE.

Overall, the communities of Incline Village and Crystal Bay enjoy access to a good variety of well-maintained parks, trails, open space, and recreation facilities. Maintenance efforts should focus first on deferred maintenance needs and pro-actively establish a schedule for renewal of existing amenities and facilities. As renewal projects are planned and programmed into the budget, efforts can be made to address trends and needs through those revitalization projects.

DEVELOP A DEDICATED DOG PARK.

The need for dedicated dog parks is one of the most pressing need for parks departments across the nation. According to ESRI Market Potential Reports, as of 2019, 41.8 percent of Incline Village and Crystal Bay residents own a dog and the market potential is higher than the national average for a resident to own at least one dog. Dog owners have use of Village Green as a temporary dog park, but potential conflicts exist with the use of the park for other programming. The opportunity to develop a dedicated dog park at the USFS property east of the high school can provide a facility on par with the experience at the Village Green and elevate the opportunity to address the demand for dog park in the Incline Village/Crystal Bay community.



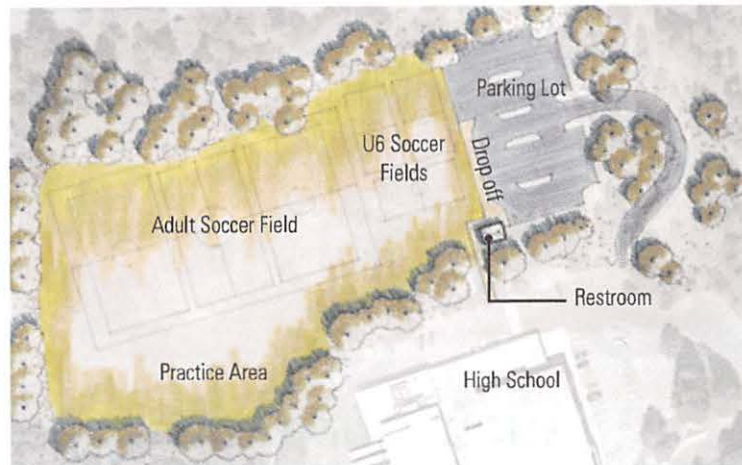
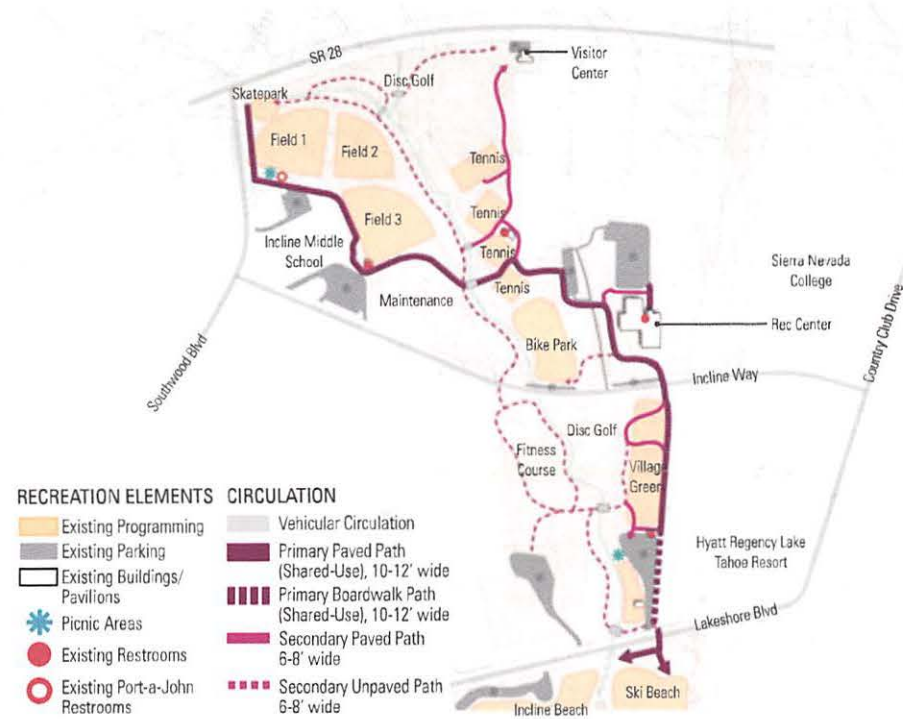
Plan Recommendations | Top Tier Recommendations

CONNECT FACILITIES TO CREATE A CONNECTED TRAIL SYSTEM AND PROVIDE WALKING LOOPS.

Walking for fitness and the desire to walk and bike to destinations are increasingly popular and received strong community support. A number of trail and mobility improvement projects are the responsibility of the USFS and Washoe County. IVGID can show support for implementation of those projects while continuing to improve connectivity on and between their properties.

DEVELOP DEDICATED RECTANGLE FIELDS AT THE HIGH SCHOOL.

IVGID's field inventory does not include dedicated rectangular fields which support sports such as soccer and lacrosse. The current softball fields at Incline Park and the Village Green are converted to rectangular fields as schedules permit. The inventory of soccer fields for older youths is limited. Only a few fields within the District can accommodate competition play for those over 10 years old. These fields are primarily located on Village Green and compete with other scheduled programs. Dedicated rectangle fields are needed and should be sized to accommodate a range of age groups from beginner to more advanced, adult play.



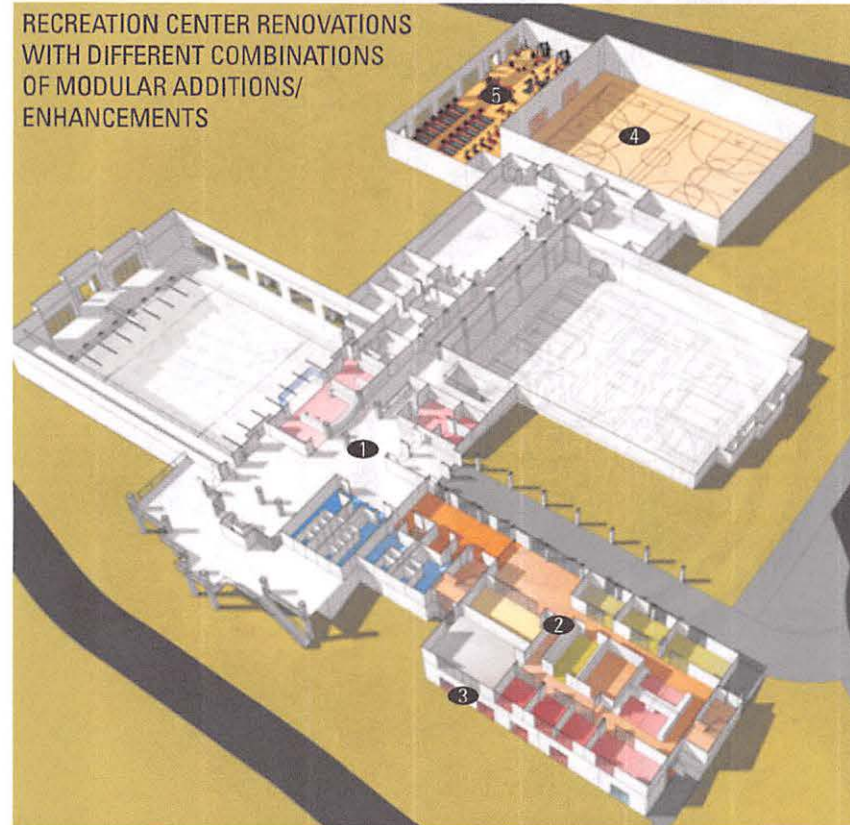
Plan Recommendations | Top Tier Recommendations

EXPAND THE RECREATION CENTER TO PROVIDE FOR A MORE EFFICIENT LAYOUT FOR THE ENTRY/RECEPTION, EXPAND THE WEIGHTS AND FITNESS STUDIO, PROVIDE ADDITIONAL GYM SPACE, AND PROVIDE ADDITIONAL MULTI-USE MEETING ROOMS, OFFICES, AND STORAGE.

Improvements to the Recreation Center can occur in phases and by modular additions. Not all enhancements have to be completed at the same time. The greatest single issue facing the Recreation Center is the fact it is simply not large enough to handle all of the recreational needs and demands of the community. The entry/lobby area is insufficiently designed and there is a lack of general storage and office space. The District does not have adequate multi-use meeting rooms which allow for programming and revenue generation. Additionally the weights and fitness studio are inadequate and the gym is overused. Modular additions to the Recreation Center can address these constraints and received support from stakeholder groups and residents.

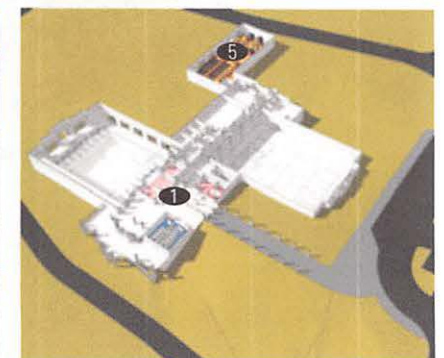
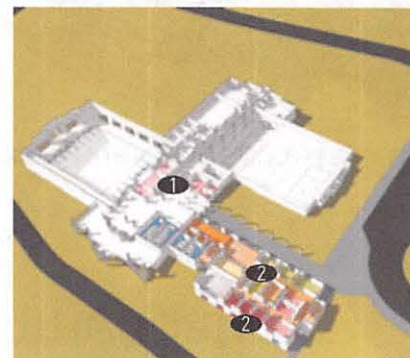
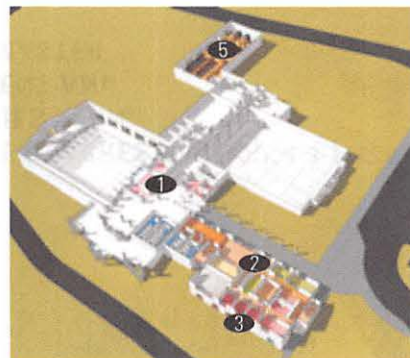
CONTINUE PARTNERSHIPS TO PROVIDE CROSS-COUNTRY SKI TRAILS.

Nevada Nordic, a local nonprofit organization, has partnered with IVGID to groom Nordic trails on the Mountain Course when snow cover is adequate. This partnership has benefited the community and provided needed access to cross-country trails. The District should continue to build upon and support the partnership.



Legend

- 1 Entry/Reception Renovation
- 2 Multi-Use Meeting Rooms Addition
- 3 Offices and Storage Addition
- 4 Gymnasium Addition
- 5 Weights and Fitness Studio Addition



Plan Recommendations | Top Tier Recommendations

MOVE FORWARD TOP PRIORITIES FROM THE BEACHES RECREATION ENHANCEMENT OPPORTUNITIES PLAN, THE TENNIS CENTER FACILITIES ASSESSMENT AND MASTER PLAN, AND THE DIAMOND PEAK MASTER PLAN.

By reference, the Community Services Master Plan includes the recommendations and priorities identified in other facility master plans. This Community Services Master Plan therefore also includes the following documents:

- *Incline Village Golf Courses Facilities Assessment and Future Needs Recommendation* (December 2012; Findings presented to the Board of Trustees on March 13, 2013)
- *Diamond Peak Master Plan* (August 2015; approved by the Board of Trustees on October 21, 2015)
- *IVGID Beaches Recreation Enhancement Opportunities Plan* (February 2016; Approved by the Board of Trustees on February 24, 2016)
- *Incline Village Tennis Center Facilities Assessment and Master Plan* (August 2016; Approved by the Board on August 24, 2016)

Recommendations from these studies are also important to meet community needs. For example, the Tennis Center Master Plan recommended formalizing the pickleball program and launching a plan for renovating the Pro-Shop buildings and the surrounding site. The Beaches Plan recommended replacement of the restroom and concession building and noted challenges with the Burnt Cedar pool. These ideas and as well as recommendations from other plans have strong support for moving forward. Therefore, the concepts presented in the other plans should be annually reviewed and considered during planning and budgeting for the 5-year and 1-year capital improvement program.

FIGURE 3: IVGID RECREATION/COMMUNITY SERVICES MASTER PLAN VENUES



Plan Recommendations | Top Tier Recommendations

DEVELOP BOCCE COURTS.

There is strong community support for additional bocce courts to serve Incline Village/Crystal Bay residents. There are multiple opportunities for addressing this need and IVGID should work with residents and consider capital and operational expenses to determine the final location and design.



Plan Recommendations | Second Tier Recommendations

SECOND TIER RECOMMENDATIONS

ENHANCE SIERRA PARK AT BOULDER BAY.

Boulder Bay, LLC developed Sierra Park in Crystal Bay, but the park has limited facilities and is constrained by topography. County funds totaling \$520,000 remained unused. The funding needs to stay in Crystal Bay and could be used for park improvements. Because funds are available, IVGID should work with the County to determine the best and highest use of the funds to provide for recreation opportunities that meet the needs of Crystal Bay residents.



Plan Recommendations | Second Tier Recommendations

PROVIDE SEASONAL ICE RINK AND SNOW PLAY AREAS AT THE CHATEAU.

Incline Village's Championship Course presents a distinct opportunity for seasonal snow play. Community support is strong for an ice rink and the parking area at the Championship Course could be converted to a temporary ice rink during the winter season. In addition to ice skating, the terrain of the driving range lends itself for snow play and The Grille at The Chateau would complement the winter activities by offering food and beverage facilities.

ENHANCE THE SKATE PARK.

The skatepark is adequate but is not designed for multiple age groups/ability levels. Incorporating a variety of elements for both beginners, young skaters and experienced skaters will enhance the facility. These enhancements have community support and could greatly increase the use of the community resource.

DEVELOP A GREAT PARK AT THE VILLAGE GREEN.

In future years, as the pressures from other uses are relocated from Village Green to more appropriate locations, Village Green has an opportunity to be enhanced and become a central part of IVGID's parks system. These enhancements are not high priority. Rather, it is an opportunity to be further evaluated as other uses are shifted and consideration is given to developing a multi-use park that encourages socialization and interaction for all of the Incline Village/Crystal Bay community.

