# NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District will be held starting at 6:00 p.m. on **Wednesday, March 11, 2020** in the Chateau, 955 Fairway Boulevard, Incline Village, Nevada.

A. PLEDGE OF ALLEGIANCE*

B. ROLL CALL OF THE IVGID BOARD OF TRUSTEES*

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

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 STAFF UPDATE *(for discussion only)*

1. Interim District General Manager Indra Winquest ***– pages 5 - 10***

F. GENERAL BUSINESS (*for possible action)*

**PUBLIC COMMENTS WILL BE TAKEN AFTER AGENDA ITEMS F.1. THROUGH F.5.**
Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration

1. Accept the Tennis Center Renovation Project final design and authorize District Staff to publically advertise for construction bids the Tennis Center Renovation Project [budgeted at $1,170,000] - 2019/2020 Capital Improvement Project: Tennis Center Renovation Project; Fund: Community Services; Division: Tennis; Project 4588BD1604 (Requesting Staff Member: Engineering Manager Nathan Chorey) ***– pages 11 - 77***

2. Review, Discuss and Possibly Approve implementation of a three-tiered Season Pass sales initiative and rate structure for Diamond Peak Ski Resort's 2020-2021 ski season pass program (Requesting Staff Member: Diamond Peak Ski Resort General Manager Mike Bandelin) ***– pages 78 - 84***

3. Review, discuss and possibly restrict $9,656,890 to the Effluent Pipeline Project, Project #2524SS1010 from the Unrestricted Net Position in the Utility Fund effective March 12, 2020 (Requesting Staff Member: Interim District General Manager Indra Winquest) ***– pages 85 - 86***

4. Review, discuss, and possibly authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $35,000 to give an opinion and/or guidance on the issues raised by the Board of Trustees regarding the District's 2019 CAFR as well as guidance on accounting policies used in the preparation of the District's financial statements. (Requesting Trustee: Audit Committee Chairman Matthew Dent) ***– page 87***

5. Review, discuss, and possibly authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $45,000 to facilitate internal controls assessment including but not limited to recommend internal controls, policies and procedures for District businesses and functions, including auditing the accounting and reporting of the punch card utilization for the last 4 to 7 years. (Requesting Trustee: Audit Committee Chairman Matthew Dent) ***– page 88***

6. Overview of the District's **DRAFT** Operating Budget – Fiscal Year 2020/2021 (Requesting Staff Member: Interim District General Manager Indra Winquest) ***– pages 89 - 161***

   Presentations by Venue Managers in following order:

   **a.** **Championship Golf Course** – Director of Golf/Community Services Darren Howard

   **b.** **Mountain Golf Course** – Director of Golf/Community Services Darren Howard

   **c.** **Diamond Peak Ski Resort** – Diamond Peak Ski Resort General Manager Mike Bandelin

   **d.** **Marketing** – Marketing Manager Paul Raymore

   **e.** **Facilities** – Director of Golf/Community Services Darren Howard

   **f.** **Recreation Center** – Interim District General Manager Indra Winquest

**g.** **Community Programming** – Interim District General Manager Indra Winquest

**h.** **Parks** – Interim District General Manager Indra Winquest

**i.** **Beaches** – Interim District General Manager Indra Winquest

**j.** **Tennis** – Interim District General Manager Indra Winquest

**k.** **Community Services Administration** – Interim District General Manager Indra Winquest

**l.** **Public Works - Water** – Director of Public Works Joe Pomroy

**m.** **Public Works - Sewer** – Director of Public Works Joe Pomroy

**n.** **Public Works - Solid Waste** – Director of Public Works Joe Pomroy

**o.** **Public Works - Tahoe Water Suppliers Association -** Director of Public Works Joe Pomroy

**p.** **Internal Services (Fleet and Engineering)** – Director of Public Works Joe Pomroy

**q.** **Internal Services (Buildings)** - Director of Golf/Community Services Darren Howard

**r.** **District Administration** - Interim District General Manager Indra Winquest

G. APPROVAL OF MINUTES *(for possible action)*

1. Meeting Minutes of January 29, 2020 ***– pages 162 - 235***

2. Meeting Minutes of February 12, 2020 ***– pages 236 -311***

3. Meeting Minutes of February 26, 2020 ***– pages 312 - 391***

H. REPORTS TO THE IVGID BOARD OF TRUSTEES*

1. District General Counsel: Law Firm of Hutchison & Steffen

# NOTICE OF MEETING



a. Report on the Katz Case – Nevada State Supreme Court Ruling - Denial of Motion of En Banc Reconsideration ***– page 392***

I. BOARD OF TRUSTEES UPDATE ***(NO DISCUSSION OR ACTION)*** ON ANY MATTER REGARDING THE DISTRICT AND/OR COMMUNITIES OF CRYSTAL BAY AND INCLINE VILLAGE, NEVADA*

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

K. REVIEW WITH BOARD OF TRUSTEES, BY THE DISTRICT GENERAL MANAGER, THE LONG RANGE CALENDAR *(for possible action)* ***– page 393***

L. ADJOURNMENT *(for possible action)*

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**CERTIFICATION OF POSTING OF THIS AGENDA**

I hereby certify that on or before Friday, March 6, 2020 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of March 11, 2020) was delivered to the post office addressed to the people who have requested to receive copies of IVGID's agendas; copies were either faxed or e-mailed to those people who have requested; and a copy was posted at the following seven locations within Incline Village/Crystal Bay in accordance with NRS 241.020:

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

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

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***Board of Trustees****: Tim Callicrate - Chairman, Matthew Dent, Sara Schmitz, Kendra Wong, and Peter Morris.*

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

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

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

# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winquest
Interim General Manager

**SUBJECT:** General Manager's Status Report
Prepared for the meeting of March 11, 2020

**DATE:** March 11, 2020

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**Capital Projects Update March 4, 2020**

**Design**

Championship Golf Maintenance Building Drainage and Washpad Improvements
A 2020 Capital Improvement Project, this project will improve surface and sub-surface drainage, construct a modern wash pad facility, and spot treat pavement failures at the Championship Golf Maintenance Building. An engineering consultant has been hired to complete the design and currently working with staff to develop construction documents for bidding in Spring 2020 and construction in Summer/Fall 2020.

Martis Peak Road - Water Main Replacement
A 2020 Capital Improvement Project, this project includes slip lining a 14-inch water main under State Route 28 and replacing aging steel water main in Martis Peak Road and Rifle Peak Court. IVGID Engineering staff is completing the design and is on schedule to bid in Spring 2020 and construction in Summer/Fall 2020.

Tennis Center Renovation
The Board approved on June 19 for staff to begin the design of the tennis center renovation. The architectural, design and permitting services scope of work was approved at the August 14 BOT meeting with the removal of Bocce Courts. The key project objectives are renovation of the pro-shop buildings and surrounding site to renovate aging restrooms, expand the pro-shop by enclosing outdoor kitchenette area, expand and enhance the deck area, improve wayfinding and flow of traffic through the Tennis Center. The Board selected a design development alternative on November 13th. Engineering staff has received 90% Design construction documents and is in the process of reviewing these documents. Project permitting will occur in the coming months and the final design is scheduled to be presented to the Board on March 11th, prior to advertising for bids.

Effluent Export System - Pond Lining
A component of the Water Resource Recovery Facility (WRRF) operation is a non-permitted 2.4 million gallon effluent storage basin located adjacent to the wastewater resource recovery facility (Plant). This storage basin was designed to provide automated and passive back-up effluent storage in the event the Plant's 500,000 gallon effluent storage tank fills to capacity. The WRRF Effluent Storage Alternative Analysis Memorandum, September 2018,

recommends a reinforced concrete or the combination of concrete and shotcrete lining that provides the best long term value, maximizes storage volume, and has low maintenance to keep in service. This design scope of work was on the Agenda for the 2/28/2020 Board Meeting. The Board has placed this project on hold pending the hiring of a Project Manager to conduct a complete project review of the Effluent Export Project.

Effluent Export System – Segment 3 Priority Replacement 5100 lf
District staff provided a detailed Effluent Export Project update to the Board of Trustees on January 29, 2020. The immediate priority is to replace all of the remaining Segment 3 pipeline (12,385 linear feet) and to make immediate repairs to the Segment 2 pipeline (17,314 linear feet) to extend its life and mitigate a potential future leak site. The project timeline is to accomplish this over two or three construction seasons from 2021 to 2023. The 2021 priority will be to replace a total of 5067 linear feet of Segment 3 export pipeline in State Route 28 located in Carson County, south of the Secret Harbor Parking Lot. This design scope of work was on the Agenda for the 2/28/2020 Board Meeting. The Board has placed this project on hold pending the hiring of a Project Manager to conduct a complete project review of the Effluent Export Project.

## Construction

WRRF Aeration System Improvements
The aeration process of wastewater treatment supplies oxygen to facilitate the biological activity that converts raw sewage into treated wastewater effluent. The plant has six-200,000-gallon aeration basins with two jet aeration clusters per basin. These clusters utilize pressurized air to mix and recirculate the wastewater and provide the necessary oxygen to the microorganisms. The pressurized air is delivered by multistage centrifugal blowers that are metered by electronically operated valves in order to keep the correct balance of oxygen in the aeration basins at all times. This project funds the design and replacement of the aeration system equipment at the WRRF. The Board awarded the construction contract to the lowest responsive bidder, KG Walters, on December 11th. A preconstruction meeting was held on January 15, 2020 and the Contractor is currently preparing submittals for all the required equipment. The project will continue until December 2020.

K. G. Walters 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) |
|---|---|---|---|---|
| $1,508,500 | $0 | $1,508,500 | $0 | $1,508,500 |

Water Reservoir Safety and Security Improvements

This project would replace the ladders that access the top of the water reservoirs, install intermediate access platforms, install protective railings and install new fall protection devices. The exterior access to the roof area is required to meet the needs of the District to monitor the water quality in the reservoirs and perform routine repairs to radio communication equipment. The ladders also need to be secured from access by the public. The reservoir ladders, fall protection, platforms, and protective railings will meet the current Occupational Safety and Health Administration (OSHA) safety standards. The Board awarded the contract to Resource Development Company on April 10, 2019 for 10 of 13 reservoirs. Construction begins this summer and is expected to be substantially complete by September 30, 2020.

Resource Development 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) |
|---|---|---|---|---|
| $362,600 | $0 | $362,600 | $0 | $362,600 |

WPS 2-1 Incline – (Adjacent to Burnt Cedar Beach)

Water Pump Station 2-1 (WPS 2-1) is located at the Burnt Cedar Water Disinfection Plant (BCWDP) and pumps the disinfected potable water into the water distribution system to serve all customers. WPS 2-1 was largely constructed in 1972 with minor upgrades in 1995 and 2012. The electric motor control centers (MCCs) and switchgear at WPS 2-1 date to the original 1972 installation. This equipment does not meet modern OSHA requirements for Arc Flash safety and the MCCs and switchgear are at the end of its service life and no longer supported by the respective manufacturers. Jacobs Engineering completed the design. The Board awarded the contract on August 28, 2019 to San Joaquin Electric. Notice to proceed was issued on September 9, 2019 and project completion scheduled for April 2020. Equipment cut-over occurred the week of March 2nd and startup and testing is scheduled for the week of March 9th.

San Joaquin 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) |
|---|---|---|---|---|
| $291,000 | $0 | $291,000 | $175,275 | $115,725 |

Mountain Course Clubhouse Renovation

On August 11, 2018 a fire occurred in the Mountain Course Clubhouse which led to the closing of the kitchen area. The Board approved renovation plans include a revised allocation of floor space, changes to access and substantial change to customer flow. A new ADA accessibility to the lower level for food service and construction of a new and expanded deck and the installation of new windows and doors. The Board approved the design on May 22, 2019 and authorized advertising for bids which then occurred on June 21, 2019. The Board awarded the construction contract to Houston Smith Construction at the August 14, 2019 BOT meeting. Project is currently in construction with grading, utilities, decking and paving complete. Framing, plumbing, mechanical and electrical work are more than 50% complete. Windows and doors were installed the week of March 2nd and flooring and built in cabinetry is scheduled for the week of March 9th.

Houston-Smith 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) |
|---|---|---|---|---|
| $1,006,000 | $47,733 | $1,053,733 | $510,015 | $543,717 |

IVGID Recreation Center Paver Entrance

A 2020 Capital Improvement Project to replace the cracking concrete entrance at the IVGID Recreation Center with concrete pavers. Engineering staff has completed design and the project is currently being bid. Anticipated start of construction is May 4, 2020.

IVGID Recreation Center Site Lighting Replacement

A 2020 Capital Improvement Project to replace bollard and site lights with modern LED fixtures. An outside Electrical Engineering firm has completed design and project is currently being bid. Anticipated start of construction is May 4, 2020.

Incline Village Bocce Courts

At the August 14, 2019 Board of Trustees meeting, the Board prioritized construction of bocce courts. Two bocce courts were initially included in the Tennis Center remodel but were removed in favor of maintaining the existing hitting wall. At the November 13, 2019 Board of Trustees meeting a preferred site was selected adjacent to the IVGID Recreation Center. Engineering staff has completed design and the project is currently being bid. Anticipated start of construction is June 1, 2020.

## Priority Projects & Items

Burnt Cedar Pool Project Update
Staff is in the final stages of creating an advisory committee that will include staff, board and members of the community. There will be several meetings to discuss the future of the project as well as to determine a range of possibilities for replacement of the pool. Staff is planning to bring back recommendations over the winter with the hope to send out an RFQ for potential firms interested in the design process in the spring of 2020. Staff will continue to update the board and community.

Update on Potential Dog Park Site
Staff met with staff from the USFS on January 27th to kick off discussions about entering into a special use permit for use of the 14-acre parcel across the street from Incline High School. Staff will be meeting with USFS staff for a site visit in mid-February. Staff will continue to provide updates on these discussions.

No Smoking Policy Development
In coordination with the North Lake Tahoe Fire Protection District, Staff is working on developing a potential "No Smoking" policy that could apply to all IVGID facilities and venues. There has been recent legislation that refers to smoking near vegetation and this has been a topic of discussion in the community for quite some time. Staff is planning to bring a formal resolution/policy to the Board of Trustees in late March.

Diamond Peak Ski Season 2019/2020
The Presidents week was as expected for this season, nice weather and great conditions allowed the ski area to provide an excellent product to our community members and customers. During the three day weekend we saw 7,900 skier visits as compared to 7,300 for the weekend last year including our second 3000+ skier day of the season on Sunday February 16th. The other 3000+ day fell on December 28th. The total visit count for the 9 day period was 16,540, about 4% below the average. During February the total visit count was 31,012 nearly identical to last year and 1,400 ski visits better than February 2018 when the winter was the same as far as snow days as this season. The ski area through February had 85 days of operation with a total visit count of 91,295 as compared to last year with 91,723 total visits. Revenue for the month was on target with projections and year to date revenue is better than projections. You can view all financial data for the ski area on the IVGID web page https://inclinevillagegidnv.opengov.com/transparency.

Effluent Pond Lining Project – 2599SS2010 (this is a new capital project #) – PO#

On February 27, 2020, Staff set up a new capital project for the Effluent Pond Lining and that project number is noted above. It has been set up as an unbudgeted project for the time being and until we allocate funding to it.

| Vendor | Amount | Date Approved by the BOT | Start Date | Spent to Date | Balance Remaining |
|---|---|---|---|---|---|
| | | | | | |

**Financial Transparency**

The January 2020 Monthly District Financial reports are posted on the Financial Transparency page https://www.yourtahoeplace.com/ivgid/financial-transparency and OpenGov has been updated.

District Net Operating sources over uses exceeded budget for the month due to Diamond Peak ancillary revenue continuing to exceed budget from lessons, rentals, and food & beverage while admissions were flat for the month. The internal services revenues continue to be under due to Staff vacancies causing reduced services. The extra miscellaneous revenue items are primarily due to insurance proceeds for the Mountain Course fire. Services and Supplies are under budget and due to temporary timing. Capital Expenditures noted are only for the General Fund and budgeted evenly over the fiscal year. While extra was spent on the approved server replacement, other projects have not started which is causing the temporary timing variance for Capital Expenditures.

# MEMORANDUM

| | |
|---|---|
| **TO:** | Board of Trustees |
| **THROUGH:** | Indra Winquest<br>Interim General Manager |
| **THROUGH:** | Joseph J. Pomroy, P.E.<br>Director of Public Works |
| **FROM:** | Nathan Chorey, P.E.<br>Engineering Manager |
| **SUBJECT:** | Accept the Tennis Center Renovation Project final design and authorize District Staff to publically advertise for construction bids the Tennis Center Renovation Project [budgeted at $1,170,000] - 2019/2020 Capital Improvement Project: Tennis Center Renovation Project; Fund: Community Services; Division: Tennis; Project 4588BD1604. |
| **STRATEGIC PLAN:** | Long Range Principle #5 – Assets and Infrastructure |
| **DATE:** | February 28, 2020 |

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## I. RECOMMENDATION

That the Board of Trustees moves to:

1. Accept the Tennis Center Renovation Project final design and authorize District Staff to publically advertise for construction bids the Tennis Center Renovation Project.

or

2. Direct Staff to not bid the Tennis Center Renovation Project and not proceed with a project at this time.

## 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

At the June 19, 2019 Board of Trustees meeting, the Board authorized staff to solicit a proposal for final design services for the Tennis Center Renovation Project.

At the August 14, 2019 Board of meeting, Trustees authorized a design services scope of work, Not-to-Exceed $123,000, to prepare bid level documents based on the completed and accepted pre-design phase of the work. At this same meeting, Trustees identified renovation of the IVGID Tennis Center as a priority project as part of the 2019 Community Services Master Plan.

At the November 13, 2019 Board of Trustees meeting, staff presented four (4) improvement alternatives; small, medium, large and extra-large, the Trustees directed staff to prepare bid documents based on the "large" alternative and bid the upgraded materials included in the "extra-large" alternative as add-alternates that may be included in the project if the budget allows.

The primary components of the Tennis Center Renovation Project include updated bathrooms to meet current code requirements, as well as aesthetic and functional upgrades, new self-serve area, new and expanded deck to be partially covered with a canopy, major circulation improvements throughout the Tennis Center including improved Americans with Disabilities Act (ADA) access. Utilities and site drainage will also be improved in the area around the Tennis Center. These proposed improvements are largely consistent with the recommendations included in the Tennis Center Facilities Assessment and Master Plan, prepared by Lloyd

Civil and Sports Engineering, dated August 2016. The project previously included two Bocce Ball courts. They have been removed from this project and are now proposed to be constructed this summer adjacent to the Recreation Center. The BJG Architecture and Engineering has completed 90% design documents and plans to submit to Washoe County for a Building Permit on March 10, 2020. We anticipate working through the Washoe County permit process over the next 4-6 weeks. We also participated in a pre-application consultation with TRPA on December 6, 2019 and confirmed the Project will be Qualified Exempt under the TRPA Code and the District's memorandum of understanding (MOU) with TRPA. We are scheduled to begin advertising for bids in late April.

The attachments included with this memorandum are:

- Tennis Center Project CIP Data Sheet
- Tennis Center Facilities Assessment and Master Plan
- Tennis Center Renovation Architectural Plan Sheets
- Tennis Center Renovation Design Level Cost Estimate

## IV. BID RESULTS

The project will be publically advertised in accordance with NRS 338 – Public Works. The project will be advertised for up to four weeks. As proposed, construction will commence in mid-August and be completed on or before April 1, 2021. The Tennis Center deck, Pro-shop, and restrooms will remain open through Labor Day at which time these facilities will close and operations will be relocated to the Recreation Center to allow work on the deck and structures to commence. The tennis and pickleball courts with the exception of courts #3 and #4 will remain open throughout construction. IVGID staff and the Contractor will work together minimize disruption to users and the general public. Interior renovations are anticipated to continue throughout the winter when the facility is normally closed.

## V. FINANCIAL IMPACT AND BUDGET

The construction phase cost estimate is shown in the following table. The design level cost estimate from BJG Architecture and Engineering contains a 12% contingency. This is an estimating contingency for variances in the estimating process. Construction reserves are listed at 10% to account for unforeseen conditions during construction such as needing to replace deteriorating wall studs that you discover when removing building siding, as an example.

| Item | Cost Estimate |
|---|---|
| Design Services (Not-to-Exceed) | $123,000 |
| Construction Cost Estimate (Base Project) | $859,533 |
| Construction Reserves @ 10% | $86,000 |
| Construction Management and Construction Engineering, Estimated @10% | $86,000 |
| **Total** | **$1,154,533** |
| | |
| Tennis Center Renovation, 4588BD1604 (CIP Budget minus bocce courts) | **$1,170,000** |

The construction cost listed in the CIP Data Sheet for the 2019-20 Tennis Center Renovation, 4588BD1604, Total Expense column includes bocce court construction at $100,000 for construction and a contingency of $15,000. The Table presented above reflects removing that $115,000 resulting in a total CIP Budget of $1,170,000 for the Tennis Center Renovation. The bocce court construction project will be part of the 2020-21 capital budgeting process. Enhanced finishes will be bid as add alternates and will only be included in the project if the bid price we receive is below budget.

## VI. ALTERNATIVES

The following alternative recommendation has been provided in the Recommendation section and is repeated here.

Direct Staff to not bid the Tennis Center Renovation Project and not proceed with a project at this time.

## 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.

INCLINE VILLAGE
GENERAL IMPROVEMENT DISTRICT

# Project Summary

| | |
|---|---|
| **Project Number:** | 4588BD1604 |
| **Title:** | Tennis Center Renovation |
| **Project Type:** | D - Capital Improvement - Existing Facilities |
| **Division:** | 88 - Tennis |
| **Budget Year:** | 2020 |
| **Finance Option:** | |
| **Asset Type:** | BD - Buildings & Structures |
| **Active:** | Yes |

## Project Description

A number of the facilities at the Tennis Center Pro-shop/Clubhouse Building are dated, showing wear and tear, and are in need of capital improvement. The condition of the restrooms has been identified by the Tennis DVAT as a high priority for attention by the District. The restrooms are also a source of regular customer complaints. Additionally the deck is approaching end of life and is in need of replacement. The kitchen/sundry area is not well laid out and has been subject to repeated wildlife damage. Finally, the entrance to the pro-shop facility is hidden and difficult to see with customer flow not well laid out. This results in customer confusion as well as frequent intentional and unintentional by-pass of the check-in area/process by customers. This project will design, permit, and complete a strategic remodel of the Tennis Center building to address the above described issues. All finishes will be upgraded with aesthetically pleasing and long wearing materials. Total fixture count of the restrooms is adequate and will be unchanged by the project. Overall footprint of the facility will not be increased in this project.

## Project Internal Staff

Engineering Division Staff will manage all phases of this project.

## Project Justification

The Tennis Center building has not seen major capital maintenance in over a decade and is showing signs of wear and tear. It is a source of complaints from guests and was identified as an area requiring enhancement in the 2016 Tennis Center Facility Study. All improvements will be in-line with the recommendations and findings of the finalized Facility Study.

## Forecast

| Budget Year | Total Expense | Total Revenue | Difference |
|---|---|---|---|
| 2020 | | | |
| Construction Contingency for renovation/remodel at 15% | 139,000 | 0 | 139,000 |
| Construction Cost estimate per architect | 926,000 | 0 | 926,000 |
| Construction Management and Construction Engineering | 95,000 | 0 | 95,000 |
| Design Phase Services | 125,000 | 0 | 125,000 |
| Year Total | 1,285,000 | 0 | 1,285,000 |
| | **1,285,000** | **0** | **1,285,000** |

| Year Identified | Start Date | Est. Completion Date | Manager | Project Partner |
|---|---|---|---|---|
| 2014 | Jul 1, 2019 | Jun 30, 2020 | Engineering Manager | |

# INCLINE VILLAGE TENNIS CENTER

## FACILITIES ASSESSMENT AND MASTER PLAN

August, 2016
Final Report

7349 N. Via Paseo Del Sur, Suite 515-324
Scottsdale, AZ 85258

LLOYD
CIVIL & SPORTS ENGINEERING

## Acknowledgements

Tennis Center Staff
Indra Winquest - Director of Parks and Recreation
Brad Johnson - Director of Asset Management
Serena Quarelli - Tennis Director
Jaclyn Ream - Marketing Coordinator
Steve Pinkerton - Executive Director



# IVGID TENNIS CENTER

Facilities Assessment and Master Plan

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# A. INTRODUCTION

Since 1979, the Incline Village Tennis Center has been and remains an important facility contributing to the overall recreation, wellness and social needs of the Incline Village and Crystal Bay Communities. This venue holds a critical place in the mix of amenities and services available to the communities, including both golf courses, the Recreation Center, the Ski Resort, the ever popular beaches, along with all of the active and passive park spaces and trails throughout the District. In combination, these amenities provide for the "Incline Lifestyle" that the property owners support through the annual parcel fee, known as the recreation fee.

Specifically, the Tennis Center boasts a wonderful woodland setting with 11 full size tennis specific courts, the most recent (Courts 8 through 11) being added in 2003. Overall, Incline Village, Crystal Bay, and the Incline Village General Improvement District (IVGID) have a very strong brand and high expectations for quality facilities, programs, and services.

The willingness of the stakeholders to invest in these amenities, combined with a strong and responsive local governance framework, present outstanding opportunities for success in delivering quality amenities and services.

Recreation facilities and programs are not static elements in any good service delivery model, public or private. They MUST adapt, change, experiment, and reinvest in order to meet the current needs of the stakeholders. The Incline Tennis Center is no different.

It has been over a decade since the last significant capital investment was made to the Tennis Center, and it has patiently waited its turn as upgrades to golf, ski, beaches, parks, and recreation were planned, funded, and implemented.

The Tennis Center Master Plan Study presented in the following document, which included extensive outreach and engagement with the community members, aims to focus on four key thematic areas for District evaluation, consideration, discussion and potential action.

### Strategically Reinvest in Facilities and Programs

It has been 10 years since the last significant investment in the facilities at the Tennis Center, and over 35 years since the simple, yet serviceable, pro shop/court complex was originally constructed. The programs, demands, and increased user expectations, fueled by well-done facility upgrades at other prominent District sites, necessitate a strategic facility re-investment for the 40 to 50 year horizon.

### Optimizing the Balance between Service and Fiscal Responsibility

Seeking and finding the optimum balance between user fees and central supported funding is and will continue to be an evolution of needs, priorities and choices. In this regard, the Tennis Center is no different than any other recreation facility or program offered by the District, and the Master Plan aims to present information and alternatives for the stakeholders and their leadership to consider as they move forward.

### Fully Embrace Pickleball

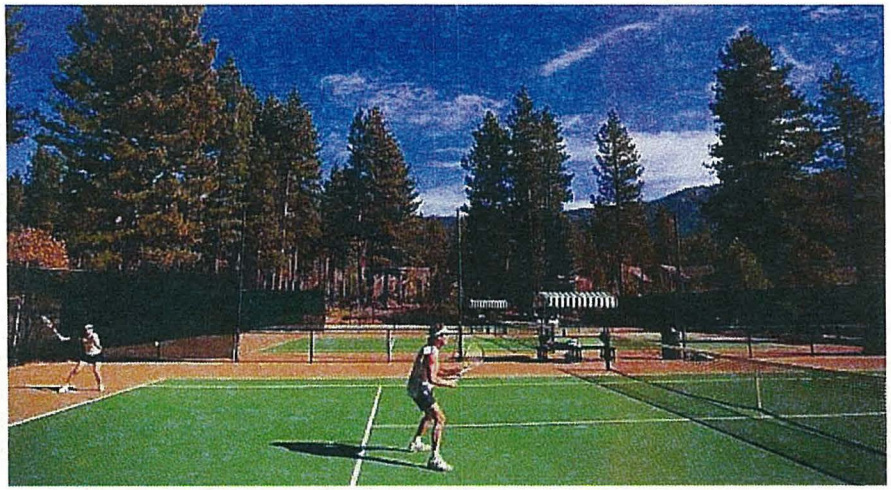
Much like the tension between snowboarders and skiers two decades ago, pickleball finds itself at a similar tension point and must successfully be incorporated into the overall programs offered by the District. We believe this can be achieved by remaining focused on a goal to provide valuable wellness and social opportunities to the largest constituency possible, and improving the overall vitality, energy, and sustainability of the venue through the successful incorporation of the pickleball user community.

### Achieving Equilibrium in a Semi-private Culture

By its very nature and governance structure, the Tennis Center, like most other recreation features and programs within IVGID, are seeking the "best value" balance point between a public agency supported solely by taxes and fees, and a pay-to-play model found in private clubs and facilities.

The conversation with users is somewhat more complicated in the tennis community where free access to public courts is common throughout North America, as contrasted with golf, where fees are associate with all facilities, public or private. This ongoing perceptual reality must be considered with every significant adaptation considered for the facility and programs, as stakeholders' values and opinions will vary on matters of funding, priority, and beneficiaries.

In summary, the Master Plan aims to take a 360 degree view of the current Tennis Center facility, operations, programs, and management and chart a course for District consideration that focuses on the key choices, opportunities, and investments for immediate, mid-term and long-term consideration.



## GOALS

"Through outstanding customer service, with a passion for quality of life and our environment, we will continually enhance the reputation of our community as an excellent place to live, work, recreate, visit and invest." – IVGID Vision Statement

IVGID as a whole has always strived to put their residents first. The overall goals of the Tennis Center closely mirror the goals of the Improvement District as they relate specifically to the tennis community.

1. Provide exceptional service levels and value to residents and their immediate guests.
2. Maximize facility utilization during all times of day.
3. Adopt a sustainable financial model to promote utilization and continued investment.
4. Nurture and support the growth of pickleball as an additional program available to Tennis Center users.

## OBJECTIVES

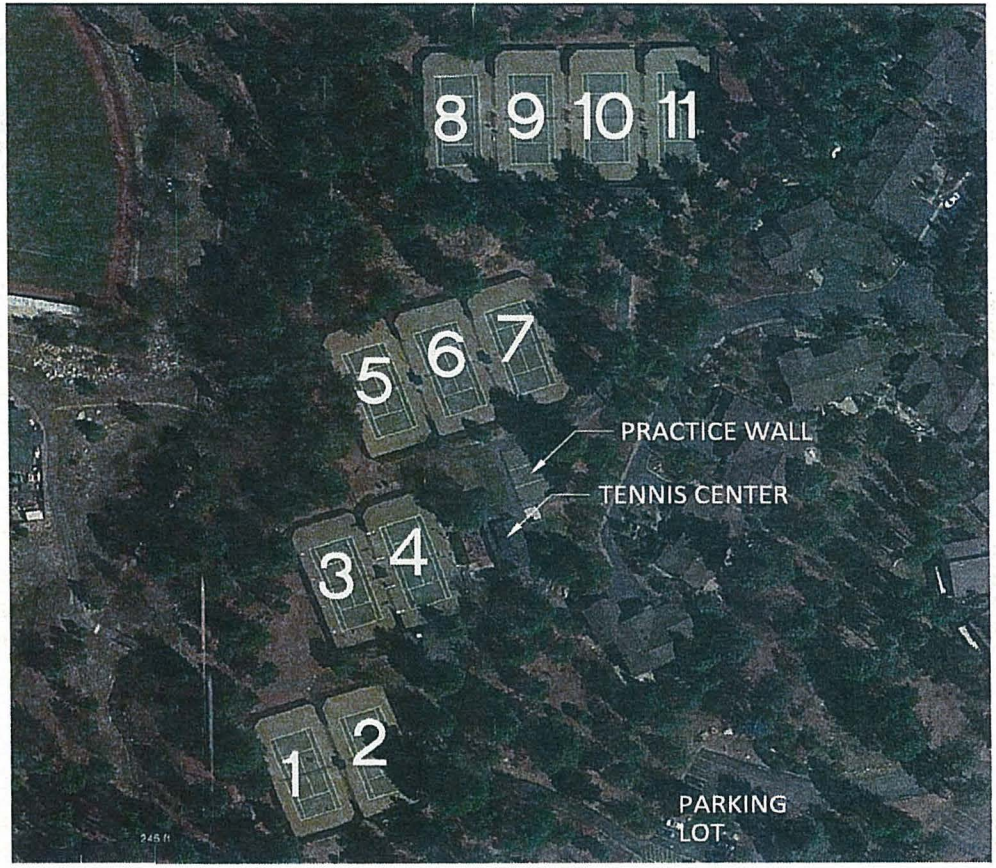
The objectives of this Master Plan intend to create useful tools and references for the Tennis Center to utilize in order to reach the goals stated above.

1. Summarize and prioritize the existing strengths and weaknesses of the Tennis Center from various data collection methods including a professional assessment of infrastructure and facilities, public input from user groups and management/staff, and comparative analysis to regional facilities and national standards for tennis programs and usage.
2. Identify and recommend capital improvement projects and operational modifications that prove most beneficial to the Tennis Center and their overall goals.
3. Establish an asset management plan to strategically manage the funding of future projects and the continual replacement and maintenance of existing facilities.



# B. HISTORY AND CONTEXT

The Incline Village General Improvement District (IVGID) was created by Washoe County under State law (Nevada Revised Statute 318), effective June 1, 1961 as a body corporate and public and a quasi-municipal corporation in the State of Nevada. In 1965 Washoe County amended IVGID's enabling ordinance to add recreation facilities and programs to its responsibilities.

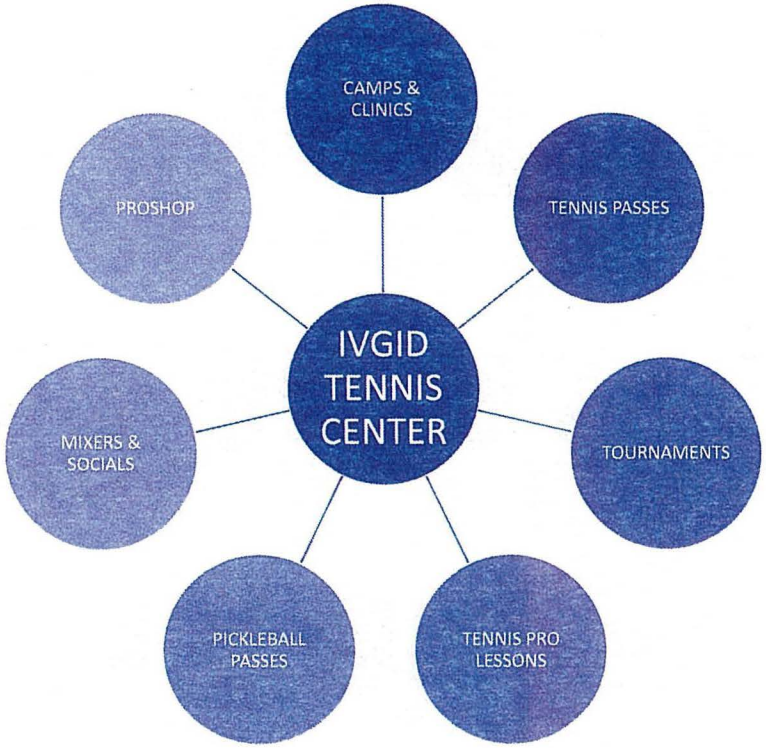


# B. HISTORY AND CONTEXT cont.

Nestled in a private wooded area within the North Tahoe Basin and less than a half mile from Lake Tahoe, the IVGID Tennis Center has a picturesque alpine setting uniquely different from many other tennis facilities. First constructed in 1979, the Tennis Center originally included what is now courts 1-7, the practice wall and the existing Pro Shop building and restrooms. Maintenance and minor renovations have occurred at the Pro Shop and restroom building since 1979 but the original structures remain.

Courts 8-11 were constructed and opened in 2003 as a response to growing demand from the community.

During the Tennis Center's tenure it has grown and expanded its program and service offerings to provide a wide array of competitive, recreational, social, and youth programming opportunities for its users.

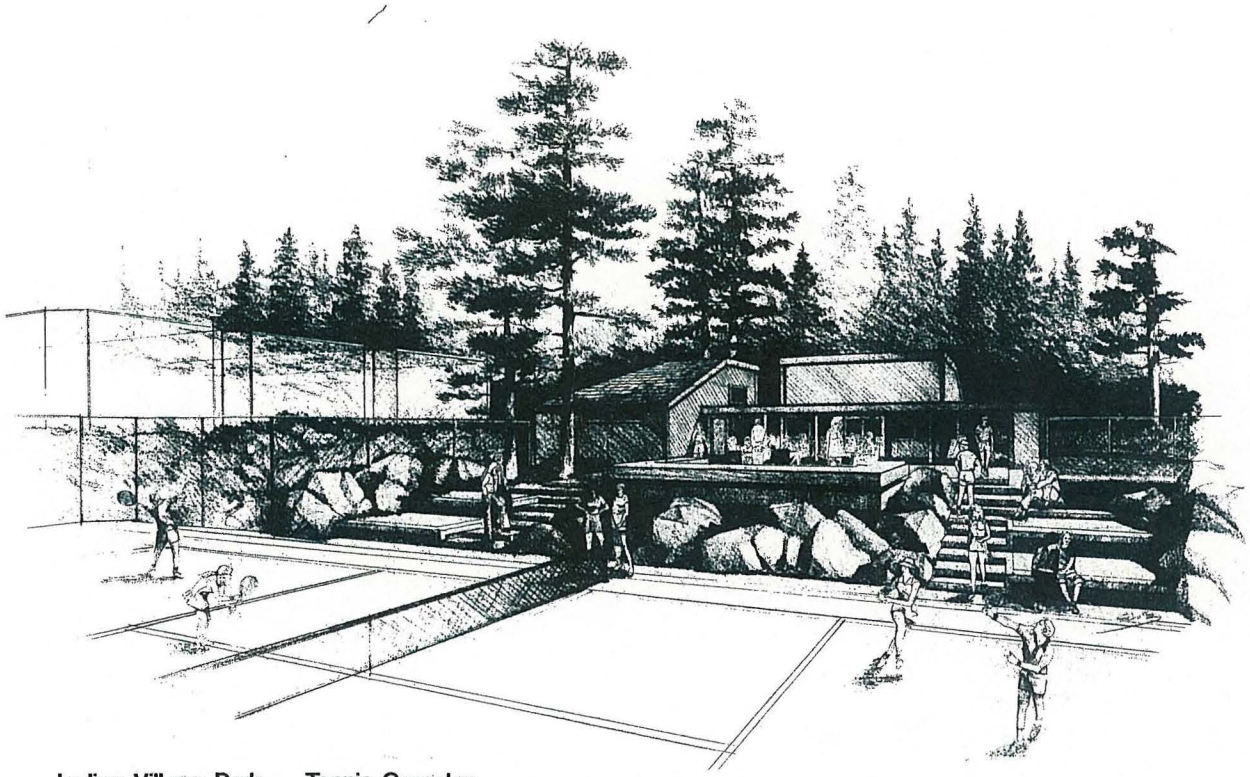


# C. EXISTING CONDITIONS ASSESSMENT

## FACILITIES

### Site

The Tennis Center surroundings and atmosphere are what make it a one of a kind facility. The tranquil and beautiful backdrop of Incline Village serves as a peaceful and welcoming environment for users. The layout of the site is terraced from the parking lot at the bottom of the site and climbs with each court cluster; the facility includes the pro shop, practice wall, and other support amenities. Although desirable, the woodland setting of the Tennis Center does present its own challenges for facility maintenance and seasonal restrictions. The biggest maintenance challenge for the Tennis Center relates to the onsite drainage system. Drains are consistently clogged with leaves and pine needles causing the system to back up and unable to adequately carry rain water away after a storm. The existing system, constructed in the original 1979 project, largely relys on infiltration and percolation and is likely undersized for the current facility. In the short term, keeping drains, swales and gutters clean should be a priority. Improvements to the drainage system should be incorporated into the court renewal plans which are discussed later in this report.



**Incline Village Park · Tennis Complex**

# C. EXISTING CONDITIONS ASSESSMENT cont.

## FACILITIES cont.

### Courts

All eleven tennis courts are comprised of asphaltic concrete substrate with acrylic court surfacing. Court clusters vary from 2-4 courts and are surrounded by fencing with wind screens. Courts are cleaned regularly, washed as needed, and are resurfaced on a five year rotating cycle (six year cycle for the four newest courts built in 2007). Overall, the courts are in good to excellent condition.

Courts 1-7 show some moderate signs of cracking which can be expected considering the age and wide weather variations in the Tahoe basin.

The fence windscreen covering is in fair condition and presents a less than appealing appearance right at eye level for all users.

### Amenities and Support Facilities

As previously mentioned, the pro-shop and restrooms are the original structures built in 1979. Although these buildings have been maintained over the years, with improvements such as a new roof, siding, deck and interior renovations, they struggle to adequately perform their intended purpose and in keeping up with the growth of the Tennis Center.

The current building serves as office space and storage for staff, a pro-shop with merchandise, food and beverage offerings, and the front desk/ check-in area for users prior to starting play. The existing electrical service is a prime example of the infrastructure not keeping pace with demands. The current electrical panel has no additional capacity to meet the increased demands of the facility.

Staff members commented during interviews with Lloyd Civil & Sports Engineering that there is little room for equipment storage onsite. The staff also recognize that the current site layout creates an opportunity for users to bypass the check-in desk located inside the building.

The practice wall adjacent to the pro-shop is reported to see frequent use, especially from youth players. However, the area is technically undersized and does not accurately replicate the size of an actual tennis court.

# C. EXISTING CONDITIONS ASSESSMENT cont.

## FACILITIES cont.

### Pro-Shop

The pro-shop function at the Tennis Center was created in response to user requests for gear and apparel to be sold onsite. The original intent of the pro-shop building when it was constructed was to serve as office and storage space. As the Tennis Center grew over the years the function of the building expanded and changed. Given the size and current layout of the building, it is difficult for all of these functions to cohabitate together.



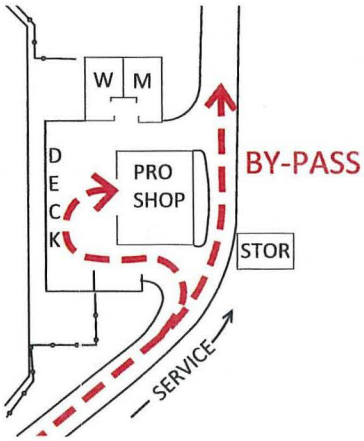
# C. EXISTING CONDITIONS ASSESSMENT cont.

## FACILITIES cont.

### Entry Sequence and Welcoming Feeling

The existing entry sequence from the parking lot to the pro-shop lacks a clear entry, way-finding or brand impression which is desired by both residents and visitors.

The diagram and accompanying attributes demonstrate how the current layout limits user interaction and does not maximize the "social community" goals of the venue.




EXISTING

- UNWELCOMING ENTRY "SERVICE FEEL"
- LACKS VISUAL ACCESS TO/FROM PRO SHOP
- NEGATIVE BRAND IMPRESSION
- POOR FUNCTIONING
- DAILY TRAFFIC ROUTED AWAY FROM PROSHOP
- POOR WAYFINDING

# C. EXISTING CONDITIONS ASSESSMENT cont.

## PROGRAMS AND SERVICES

### Benchmarking

Tennis play, whether for a casual pick-up game or a regularly reserved match, is the most common program utilized at the Tennis Center. The table below presents a national benchmark analysis which can be used to estimate tennis players in the Incline Village and Crystal Bay Community. The benchmark is based on nationally compiled statistics from the Tennis Industry Association (TIA) and US Census data. The following assumptions were made:

- Peak season population of Incline Village = 16,293
- 38% of total housing is seasonal/recreational
- Average residents per rental housing unit = 2.58 people
- 7,516 seasonal residents
- National ratios of frequent, regular, and casual players were applied to Incline Village numbers
- Definition of visits by player category is defined by the TIA

**TABLE 1 - INCLINE VILLAGE TENNIS USERS**

| | United States | IVGID |
|---|---|---|
| Total Population | 311 M | 16,293 |
| USTA National Ratio | 8.7% | 8.7% |
| Total Tennis Players | 27.1 M | 1,420 |

| | USTA National Ratios | United States | IVGID |
|---|---|---|---|
| Frequent Players (21+ annually) | 18% | 4.8M | 256 |
| Regular Players (4-20x annually) | 47% | 12.6M | 667 |
| Casual Players (1-3x annually) | 35% | 9.6M | 497 |

Using the national USTA benchmarks to understand the IVGID peak user populations, 1,420 tennis players, provides a reasonable starting point. Unfortunately, using the USTA data to further understand Incline is not appropriate nor adequate. The factors influencing Incline; focused tennis season, resort community, and overall demographics do not compare well with most USTA data derived from traditional year round U.S. cities and communities. Therefore capturing real data from users and use patterns at the incline Village Tennis Center, and similar facilities such as Tahoe Donner, will yield more accurate and useful data for analysis.

The Tahoe Donner Tennis Venue is a wonderful candidate to analyze as a peer to the IVGID Center. Table 2 below details many of the key attributes at Donner Tennis.

**TABLE 2**

| IVGID | | DONNER |
|---|---|---|
| 8,777 | User Population | 18,412 |
| 11 hard courts (1 practice wall) | Courts | 11 hard courts (1 practice wall, 7 youth courts) |
| Director, Head pro, 4 teaching pros | Staff | Director, Head pro, 3 teaching pros |
| Yes | Pro Shop | Yes |
| May-October 31 | Season | May-October 11 |
| 8AM-7PM | Hours | 7:30AM-Dusk |
| 2 hours blocks all day | Reservation Policy | 1.5 hour in AM (5 courts) 2 hour in PM |
| Yes - Shared | Pickleball | Yes - 2 Dedicated |

A key takeaway from this analysis shows an identical number of full size tennis courts for a typical population more than double that of Incline Village.

While comparisons, benchmarking and trend analysis are useful, there remains no substitute for connecting real, staff verified, utilization data. During July of 2015, with tennis center staff support, actual use data was collected and is depicted on the bar chart, Exhibit 1.

We selected a doubles match, 4 players per court, as 100% utilization since it commonly dominates the historical morning schedule for the facility. Using a singles match (2 players) or camps/clinics (6-8 players) would have skewed the data away from reliability.

Even during what we would describe as the ultimate peak use, which occurs in July, it can be concluded that there remains substantial unused capacity in the early morning and during the entire afternoon. [A linear analysis using 4 players as maximum capacity revealed, a 49% utilization, for the peak use period.]

# C. EXISTING CONDITIONS ASSESSMENT cont.

## PROGRAMS AND SERVICES cont.

### Pickleball

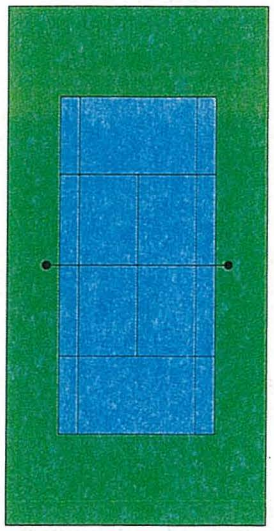
Pickleball, which began in 1965, has grown substantially in the last 20 years with the number of available facilities doubling since 2010.

Pickleball is commonly found in community centers, resort, and retirement communities as a recreational opportunity for residents. Pickleball welcomes players of all ages and skill levels with its simplistic nature of combining tennis, ping pong, and badminton. In addition, players are much closer together than compared to tennis (see figure below), so it allows players to be more social and interact with one another during competition. Pickleball is also very efficient spatially and can fit up to sixteen players (doubles play at all four courts) at one time in the same space as just four tennis players.

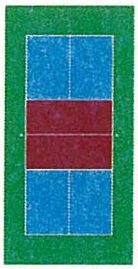
Pickleball was first introduced to IVGID users at the recreation center during the winter months. Residents who were typically tennis players during the warmer months began playing pickleball in the gymnasium when it was too cold to be outside and its popularity and potential for growth in the Incline and Crystal Bay Community grew from there. With the strong interest shown for the sport during the winter, it was decided to utilize space at the Tennis Center in the summer to give pickleball players year round opportunities.

Prior to the 2013 season, courts 10 & 11 were striped for both pickleball and tennis. In 2015, Court 11 was resurfaced with a new color scheme to attempt to further define the pickleball boundaries from tennis lines. Last season the Tennis Center designated drop-in and social time reservations specifically for pickleball. These designated times included Tuesdays & Thursdays from 4:00 pm – 6:00 pm and Saturdays & Sundays from 10:00 am – 12:00 pm. Special reservations for pickleball courts are coordinated directly with Tennis Center staff.

TENNIS AND PICKLEBALL COURT LAYOUT COMPARISON



TENNIS
120ft x 60ft



PICKLEBALL
60ft x 30ft

## Exhibit 1

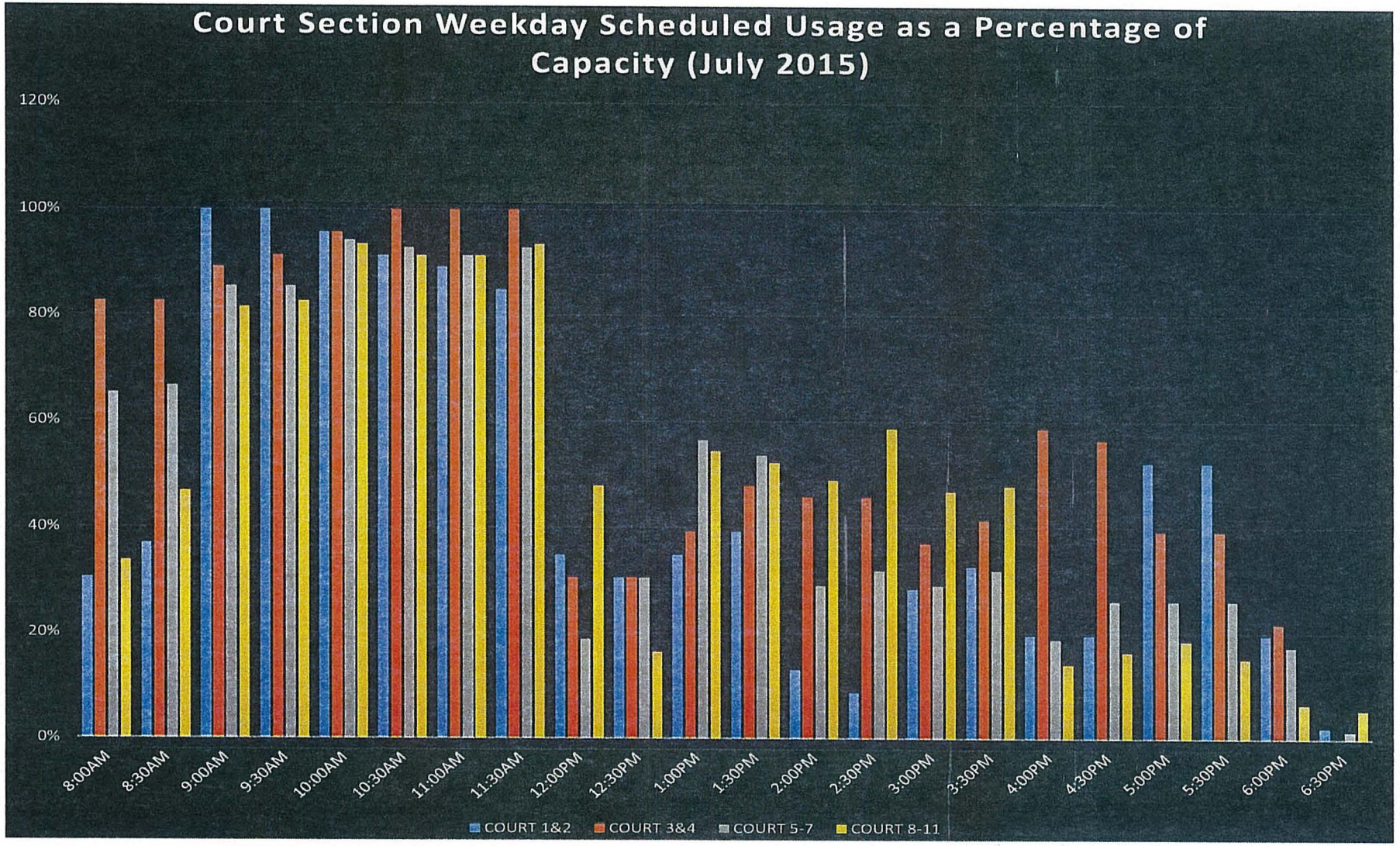



EXHIBIT 1: Recorded data provided by Tennis Center staff shows high percentages of courts being reserved during peak morning hours opposed to the afternoons.

# C. EXISTING CONDITIONS ASSESSMENT cont.

## PROGRAMS AND SERVICES cont.

### Teaching, Training, & Camps

The IVGID Tennis Center currently has one Director, one head tennis pro, and four teaching pros to promote the Tennis Center and develop the skills of its users. Annual programs taught by the tennis pros include adult, youth, shot of the day, and beginner's clinics. Clinics can last from one a day, to a week, to an entire season.

The Tennis Center receives much positive feedback about the value and overall attitudes and enthusiasm of the teaching staff. The continual assessment and investment (if necessary) in Tennis Center teaching staff is critical to the success of a semi-private facility with lesson opportunities.

### Court Reservation/ Scheduling/Availability/ Player Matching Service

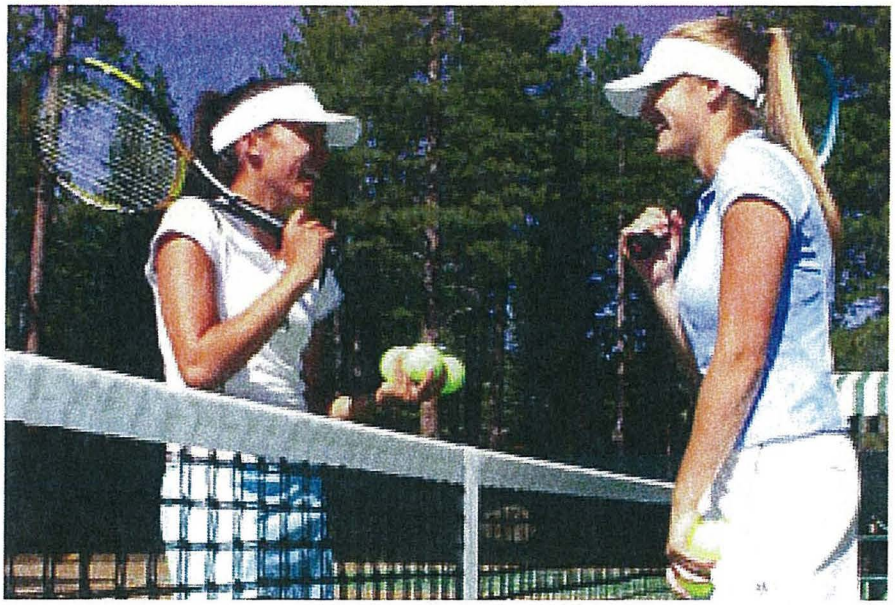
The Tennis Center currently uses a call-in manual scheduling system where a member will call the Tennis Center with a desired playing time and a staff member will reserve courts when they are available. Additionally, if a player would like to schedule a match with another player of their similar skill level, the Tennis Center staff will record their information and personally seek out another player who is available to play within the desired time range. The Tennis Center operates within the following reservation guidelines:

- 7 day advanced reservations
- Two hour (typical) time blocks.
- Reservations can be made on any court unless there is a dedicated class/clinic scheduled.
- Back to back time blocks can be reserved at any time of day.
- Morning time blocks restricted to 8am-10am and 10am-12noon

Many Tennis Centers across the nation have moved to an online booking system in order to simplify and streamline front desk operations. By providing online scheduling, staff and users have access to real-time court availability and payment processing.

This can also improve customer service by having 24/7 access to reserve courts and has been found to increase player participation. Online booking systems can be expanded to include player matching capabilities in an online database where players update their profiles and schedules for others to search. This system can ease the staff's burden of matching and scheduling players.

The tennis center offers free play opportunities to both residents and general public on Sunday afternoons and for youth under the age of 12 any afternoon. This allows the interested or casual player exposure to the features of the facility.



# C. EXISTING CONDITIONS ASSESSMENT cont.

## PROGRAMS AND SERVICES cont.

### Social Activities

The IVGID Tennis Center focuses on providing its members with the most fulfilling experience possible, both on and off the courts. The Tennis Center has taken an initiative, with the help of some active members, to create various social events to bring the IVGID Tennis community together in fun and fellowship.

Events like Men's mixers, Ladies Day, mixed doubles, Extreme drill & play, and Cardio Tennis provide special incentives for these focus groups to come to the Tennis Center to socialize and play with their regular partners or someone entirely new.

The Tennis Center staff has received praise in recent seasons about the success of these events and are encouraged to provide more frequent and organized events to continue to build the strength of the tennis community.

Most of the current social events take place on the Tennis Center deck, which is a main focal point and gathering place.

### Tournaments

The IVGID Tennis Center hosts two tournaments per season on the weekends, and has in the past held a third tournament. The two tournaments which are consistently hosted annually at the Tennis Center are the Incline Open and the USTA sanctioned NTRP tournament.

The NTRP aims to attract tennis professionals in an extended area while the Incline Open encourages more local competitors.

These tournaments are enjoyable for IVGID tennis users and local tennis fans who come to the Tennis Center for a social gathering while watching competitive play. It is our understanding from Tennis Center staff and the community there is not a desire to host more or larger tournaments every season based on limited staff and resources, along with limited available summer weekends to host that aren't already scheduled by another nearby annual tournament.

# C. EXISTING CONDITIONS ASSESSMENT cont.

## COMMUNITY PERSPECTIVES

The Lloyd team, with support from IVGID directors, completed extensive outreach and data collection with the tennis center staff, facilities operations and the user community. The user input included hosting two evening workshops, one focused on tennis and the other focused on pickleball. The staff input included one-on-one interviews.

The staff input received provided valuable discernment from professionals who have worked in the tennis world for many years and are engulfed in the IVGID Tennis Center environment on a daily basis. The following describes trending themes and key points brought up throughout the six interviews.

### Environment and Culture:

- The overall desired culture for the Tennis Center is to be a fun, social, attractive, and inviting atmosphere for users.
- Energetic and enthusiastic staff members are a strong point of the Tennis Center and bring a vibrancy to the IVGID tennis community.
- In more recent years, the center has adapted to become a more welcoming environment for families and young children learning to play.

### Facilities and Infrastructure:

- The rustic and woodland setting at the IVGID Tennis Center adds major value to the user experience and makes the Center unique.
- The Tennis Center deck provides a welcoming meeting place for users to socialize and relax before, during, or after play.
- The size and layout of the main building struggles to serve all its intended functions.
- The bathrooms are outdated and would benefit from some form of locker storage for users.
- More general storage capacity is needed.

### Operational Pitfalls/ Opportunities:

- The Center must develop means and methods for integrating the growing sport of pickleball into its culture.
- The vision to achieve a tennis center operation that is cost neutral can create tension between customer service and cost savings if not effectively balanced.
- A standard needs to be established at the Tennis Center to correlate membership expectations to the level of service provided.

# C. EXISTING CONDITIONS ASSESSMENT cont.

## COMMUNITY PERSPECTIVES

The community and user input focused on two evening presentations and workshops which are detailed in Appendix 4. The interactive presentation, discussion, and conversation with both the tennis and pickleball groups demonstrated passion for the programs and shared values to improve both the facility and the services provided.

### Public Input on Public Programs and Services

As part of the public input process, feedback from the user groups helped define which programs and services were operating satisfactorily and which were not. At the public input meetings held at the Tennis Center, attendees were provided with green, yellow, and red indicators in order to rate 15 attributes of the Tennis Center as "Satisfactory" (green indicators) or "Less than Satisfactory" (red and yellow indicators).

Attendees were encouraged but not required to use all of their indicators, nor did they have to rate every attribute. The attributes and their corresponding satisfaction responses are shown. Many of the results from the public input activity reflect the strengths and opportunities for the improvements outlined previously in this section.

**TABLE 3 - IVGID Satisfaction Survey Results**

| Attribute | Satisfactory or Better Response | Less than Satisfactory Response |
|---|---|---|
| **Positive** | | |
| Court Availability | 19 | 2 |
| Court Surface and Cleanliness | 18 | 4 |
| Venue Setting/Character | 16 | 1 |
| Social Activities | 12 | 4 |
| Youth Programming | 8 | 2 |
| **Neutral** | | |
| Food and Beverage | 7 | 5 |
| Fit and Finish of Facility | 7 | 13 |
| Customer Service | 4 | 8 |
| Tournaments | 5 | 10 |
| Support Ammenities | 7 | 14 |
| **Negative** | | |
| Fee Structure | 3 | 11 |
| Restrooms | 5 | 15 |
| Pro Shop / Cashiering | 0 | 12 |
| Court Reservation System | 0 | 15 |

*More than 2:1 ratio needed for clear categorizing.

## COMMUNITY PERSPECTIVES cont.

The user workshops also revealed a desire to consider increasing the overall capacity of the center. Ideas discussed included:

- Adding sports lighting for evening play
- Construction of 2 to 4 indoor full size courts for year round use
- Adding more outdoor courts to support the peak season and popular morning time blocks
- Constructing dedicated pickleball courts
- Converting some existing tennis courts to permanent pickleball configurations

### Future Program Expansion and Capacity

The current facility struggles to break even and a new indoor facility would need to account for project costs and financing associated with a major capital outlay. It would also need to address heavy operational expense including staffing, heating, ventilating, lighting, cleaning and general maintenance. Indoor facilities are generally reserved for larger population centers where a large user group is able to share the high costs.

Socially and psychologically, tennis, swimming, and golf, for example are perceived to be "good weather" activities and the overall level of interest and participation rates drop dramatically as the weather turns, even if indoor options are available. The mainstream and casual tennis player place a high value on an outdoor experience, and the open air environment remains a key driver in their decision to participate, as opposed to an enclosed option.

# D. CAPITAL RENEWAL AND MODERNIZATION

### Asset Management; Capital Investment, Renewal, and Deferred Maintenance

The original investments and capital improvement that led to the opening of the Incline Tennis Center in 1979 have served, and continue to serve, the communities of Incline Village and Crystal Bay. As the facility continues to age and programs evolve, it is imperative that further "bricks and mortar" investments be made.

In order to maximize the future value to the community, we put forth an investment approach to meet current needs, adapt to changes on the horizon, and as possible, provide a flexible implementation strategy within the overall context of the IVGID recreational vision, resources, and District priorities.

This portion of the report will combine the existing facility evaluation data collected, typical life cycles for the existing improvements, and forecasts for new investments based upon data collected from the community workshops, staff interviews, industry trends, and the evolving demographics in the District. In order to stratify the investments suggested, we put forth three distinct categories for consideration; Scheduled Maintenance, Facility Renewal, and Capital Improvements.

### Scheduled Maintenance

For the purposes of this discussion, we define scheduled maintenance as activities and expenses that care for the existing facilities/assets through planned actions and or investments to keep the current physical features at or near the same service level and quality for the anticipated full service life.

Overall, the District has done an exemplary job maintaining the physical assets over the past 35 plus years of service life. This is particularly true for facilities like tennis court surfaces where small deviations in the surface, due to water intrusion into the base or freeze/thaw impacts, can quickly turn a quality sports surface into an unacceptable one.

Therefore, we strongly support the District retain and reaffirm the planned court maintenance and resurfacing to include annual repairs of major cracks facility wide and at a minimum continue the 6-year resurfacing regime where a third of the courts are resurfaced every other year in the late spring. Courts 1-4, 5-7, and 8-11.

Site storm drainage and drainage from routine wash down operations was a second area of concern observed and communicated by both staff and community members. Much of the existing storm drainage system relies on an infiltration and percolation scheme that over time becomes plugged by silt, sediment and debris.

In the short term, the district operations staff should do their best to keep all of the exiting drains, valley gutters, swales and drainage basins free of litter and debris. A long term solution would best be engineered and implemented during future court reconstruction projects, which are on the horizon, and could follow the drainage solution used for the newest courts, 8-11.

### Facility Renewal

For the purposes of this discussion, we define facility renewal as activities and expenses that restore or replace facilities/assets through planned actions and or investments to renew the current physical features to meet existing programs demands, and restore the asset to or near the original service life. Renewal includes reconstruction of existing facilities, but does not include new facilities such as additional courts.

Courts 1-7 are now over 35 years old and even though the District has done an exemplary job maintaining and extending their service life, the reality is that tennis court pavement systems are typically designed for a 30 to 40 year service life. The drainage systems, pavements, coatings, and structural aggregate bases will need reconstruction/renewal in the very foreseeable future, 5 to 7 years.

The asphaltic concrete pavements and stone bases designed for the original construction have performed well and a similar design with asphaltic concrete pavements and acrylic surfaces would seem a logical choice for future reconstructions of courts 1-7. Post tensioned reinforced concrete court structures could be explored as a possibility during the redesign process, if the engineering evaluation determines soils, drainage, or other performance advantages of a concrete sub structure were warranted and provided additional value to the District.

Post tensioned concrete courts can provide a 50 year plus service life, improved ball bounce and slope tolerances, but bring with it a rigid pavement system design. This harder and inflexible surface will impact the joints and muscles of users to a greater degree. The cost per court would be approximately $75,000.

Courts with asphaltic concrete structures carry a 35 year life and currently cost a little more than 1/2 of concrete, approximately $40,000. This flexible pavement system will provide the same tennis play the community currently experiences.

### Capital Improvements

For the purposes of this discussion, we define capital improvements as activities and expenses that create new or expand facilities/assets through direct actions and or investments to increase performance, expand inventory, or create new features/programs for the community.

The 2003, the addition of courts 8-11 was the last capital investment to the Incline Tennis Center. This program expansion increased capacity use, and overall programming for the venue, but left the support features virtually untouched. The following discussion reviews and highlights some of the capital investment possibilities aligned with potential program expansions expressed throughout the data collection process.

#### Pro-Shop and Support Buildings

Like the tennis court structure and pavements, the support buildings (pro-shop, restrooms, storage, and social spaces/ deck are nearing the end of their service life (systems and finishes). Recreational support buildings, such as the pro-shop, typically have a 35 to 45 year service life, and in this case, the program demands have expanded further necessitating the need for a renovation. This is not to say that the buildings at the Tennis Center have been neglected, which is clearly not the case, as newer roofing, siding, and active maintenance is evident.

#### Increased Tennis Capacity

In several forms, including: feedback during community workshops, staff interviews, responses to customer satisfaction survey; requests were voiced for additional tennis capacity. Specifically, these request included building more outdoor courts, installing sports lighting on some courts for night play, and constructing 2 to 4 indoor courts for year round use.

The data demonstrates the facility has additional capacity, particularly in the afternoons, and we would not suggest additional tennis capacity is warranted at this time.

Building new capital intensive facilities should be the last option to meet the programming needs after making every operational effort to utilize the existing inventory, increasing density in the morning hours, and/or adjusting the fee structure to more adequately distribute the play on the existing physical assets.

#### Evening Lighting

While evening use may have some interest during the peak of the summer season (June, July and August) the day length is quite long and the facility has extensive availability in the afternoons let alone early evenings during that time. In the spring, the climate in the Tahoe Basin can be rather cold and unpredictable further reducing likely program expansion hours through lighting. The best opportunity for extended hours provided by sports lighting likely would be the late summer into the fall.

With that being said, adding sports lighting to courts 3 and 4 during the renovation of the pro-shop or reconstruction of the courts may be worthy of conversation. While the verified usage data does not indicate a demand for night tennis currently exists, it may be a feature the community desires and is willing to support as part of the future work on courts 3 & 4. This feature would extend play in a crucial zone, mix evening play with important social aspects of the facility, and extend the use of an existing asset without creating a new demand for capital, land, and associated annual operations and maintenance funding.

### Additional Outdoor Tennis Courts

The addition of more outdoor courts, see earlier comparison to Tahoe Donner, given the current population of users and use patterns is not suggested at this time. Like the discussion on the need for increased capacity in general, creating new courts to address a weekday morning scheduling demand is also not suggested at this time. Other tools and approaches should be thoroughly explored before any investments in new facilities should be considered. This position is further supported by the users themselves, who rated court availability as a strength of the current tennis center and its operations, with 19 positive responses and only two 2 negative ones.

### Indoor Tennis Facility

Considering less than 100 full or peak season passes were purchased in 2015, we do not believe the demand exists for an indoor dedicated tennis facility. A rather simple 3 court indoor facility, assuming 8am to 8pm operating hours with 1.5 hour reservation blocks would yield 168 scheduling opportunities per week. If we assumed 3 players per court on average, 504 players would need to play once a week year round for optimal utilization of the facility. This would be in addition to the group using the outdoor facilities during the spring/summer/fall period.

In reality, the population base that would use an indoor facility and pay annual dues would need to be several times larger than the 504 weekly users in order to cover the cost burden of a new indoor facility including capital, land, energy, staffing, operations, and maintenance. The fact that the existing outdoor Tennis Center, which is not currently burdened by any capital debt, cannot cover its annual operating costs, demonstrates it would be very difficult for a new indoor facility to break even financially.

It might be feasible to provide some level of indoor tennis in a mixed used facility (tennis, volleyball, running track, basketball, pickleball) if the capital costs were funded outside of the overall pro forma. Simply compare the anticipated costs of such a venue to the existing IVGID Recreation Center and when one adds the low population density realities of tennis (ie: low user fees per square foot of space) it makes the financial equation challenging to balance. We would recommend further study and economic analysis be conducted if the District would like to explore an indoor tennis center, or a multi-purpose field house.

### Increased Pickleball Capacity

Similar to the requests for additional tennis capacity, the pickleball community requested specific and dedicated courts be constructed or repurposed. The ideas ranged from repurposing one or two existing tennis courts, for dedicated pickleball play, to constructing new pickleball courts.

Like tennis, the demand for dedicated full time pickleball courts would not meet the threshold for new investment with current usage data, but if the sport exhibits growth it may be worthy of consideration in the future.

The trajectory for pickleball participation, and specifically in the Incline market, match well to resort and active adult community locations where the sport is currently thriving. The IVGID Recreation leadership should maintain a focus on supporting this growth and the evolving user needs as an important element of an overall IVGID recreation plan.

## TABLE 4 - IVGID Tennis Center Assest Investment Model

### Future look ahead

| Priority | Maintenance | Renewal | Capital |
|---|---|---|---|
| A | Continue routine crack repair, spot patching and striping | | Select architectural design team to commence planning for pro-shop modernization |
| | Start systematic wind screen replacement with upgraded fabric | | Commence planning for reconstruction of Courts 3 and 4 (include in pro-shop project or defer) |
| | Repair, resurface, and restripe Courts 5-7 | | Add new entry, directional and court signage |
| B | Continue routine crack repair, spot patching and striping | Reconstruct Courts 3 and 4 ($40,000 to $75,000 per court) in concert with pro-shop renovations or defer to later date | Bid, award and complete pro-shop and site modernization ($350,000 to $400,000 range) |
| | Complete systematic wind screen replacement with upgraded fabric | | Evaluate any physical changes associated with Pickleball program (short and long term) |
| | Repair, resurface, and restripe hitting wall area | | Commence planning for reconstrcution of Courts 1 and 2 (drainage to be evaluated) |
| C | Continue routine crack repair, spot patching and striping | Reconstruct Courts 1 and 2 ($40,000 to $75,000 per court) in concert with any Pickleball capital | Complete any Pickleball improvements, likely near parking lot area if new construction |
| | | | |
| | | | |
| D | Continue routine crack repair, spot patching and striping | Replace court furniture and equipment | Consider improvements to overall storage needs for sports equipment and maintenance operations |
| | Repair and sealcoat exterior walkways, paths, and parking lot | | |
| | | | |
| E | Continue routine crack repair, spot patching and striping | Evaluate need to commence fence repairs and fence fabric replacement regime | Commence planning for reconstrcution of Courts 5 through 7 (drainage to be evaluated) |
| | Repair, resurface, and restripe Courts 8-11 | | |
| | | | |
| F | Continue routine crack repair, spot patching and striping | Reconstruct Courts 5 through 7 ($40,000 to $75,000 per court) | |
| | Seal and paint all exterior structures | | |
| | | | |

# E. FINANCIAL SUSTAINABILITY

## Rec Fee Allocation

All IVGID residents pay an annual recreation fee to maintain, upgrade, and acquire recreational facilities for residential use. The total amount collected by IVGID is then distributed to the various venues. Percentage of allocations vary based on facility maintenance needs, usage, user groups, etc. The chart shown below depicts the percentage of funds distributed across all venues for the 2015-2016 budget year. With recent cycles of improvements to a number of other IVGID facilities, it is anticipated the Tennis Center may receive a higher allocation of funds in coming years for facility renewal and modernization once the existing bonds are paid off.

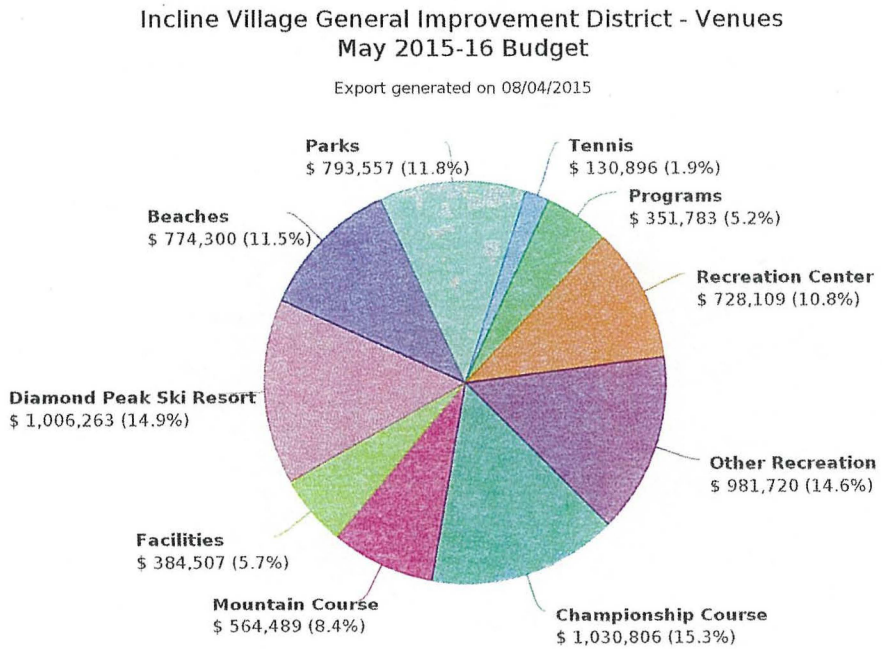



EXHIBIT 3: May 2015-16 IVGID Venues Budget



## User Fees/Rate Structure

Below is a breakdown of total membership passes sold in the 2015 season. The prices shown are for IVGID pass holders – non pass holders pay a higher price for all memberships listed. The Tennis Center also offers six-pack packages for purchase at a buy five, get one free rate.

**TABLE 5 - IVGID MEMBERSHIP COSTS**

| | Number Purchased (2015) | Price per Membership (w/ IVGID pass) |
|---|---|---|
| Adult Full Season | 26 | $359 |
| Adult Couple Full Season | 14 | $675 |
| Senior Full Season | 18 | $309 |
| Senior Couple Full Season | 22 | $560 |
| Adult Peak Season Pass | 6 | $289 |
| Senior Peak Season Pass | 8 | $243 |
| Adult Afternoon Pass | 11 | $119 |
| Ages 80+ Pass | 6 | FREE |
| Pickleball Afternoon Pass | 25 | $89 |

## Marketing and Branding

One of the most prevalent themes received during the public input process from Tennis Center users was the desire to grow the Center in order to support and help finance the maintenance, improvements, and expansion requested by its users.

A clear way to facilitate this growth is to bring in more, new players and guests to the Center. By creatively increasing marketing strategies, IVGID can tap into a much larger regional network of tennis and pickleball players, and may find more local players who simply were unaware of the great resource already existing close to home.

A common strategy in many tennis facilities around the country is to institute a player matching network. There are online databases and computer software available which allow players to create a profile, rank their skill level and post their availability for play. The matching network then finds and/or notifies similar players with the same schedule and can set up a match between the two/four if the facility has a court open during the desired timeframe.

Currently, the IVGID Tennis Center has very limited resources for matching players and they rely on staff to cold call other players to check on their availability. Instituting an online player matching network will both put the power in the players' hands to schedule matches (as opposed to staff) and will help spread the word about the IVGID facility to bring in new players and guests. This software could easily be used for pickleball in the same way as tennis.

With the fairly recent addition of pickleball to the Tennis Center, it can be assumed many local and regional pickleball players do not even realize the Tennis Center has pickleball courts, equipment, and a group of regular players. Promoting the fun, simple, and social attributes of pickleball to the Incline Village Crystal Bay community can help bring in players of all ages, beginners or experts, to help build the local pickleball following as the sport continues to grow nationwide.

# F. RECOMMENDATIONS AND OPPORTUNITIES

The Incline Tennis Center is a valuable asset in the mix of recreational and social activities offered by the Incline Village General Improvement District contributing to the "Incline Lifestyle" cherished and financially supported by the residents.

Our study found three overarching themes, or findings:

- The Incline Tennis Center is and will remain a viable recreation asset into the foreseeable future
- The facility components of the Center are aging and will need significant renewal and investment in the next 5 to 7 years
- Adjustment to the program offerings, services, and features to support the next generation of users should dovetail into the physical investment plan

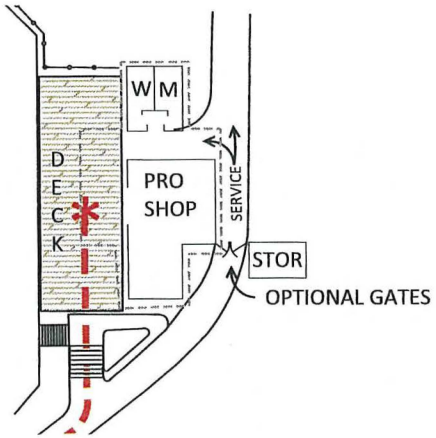
## RECOMMENDATIONS

### 1 - Launch Planning for a Major Renovation to the Pro-Shop Buildings and Surrounding Site

While the courts, the court surfacing and direct court features will meet the needs of the programs and the users in the mid-term, the building spaces have not fared as well. The existing pro-shop, originally envisioned as an office and storage, no longer meets the needs of the community, the use intensities, daily staffing patterns, and the expectations associated with this evolving semi-private amenity.

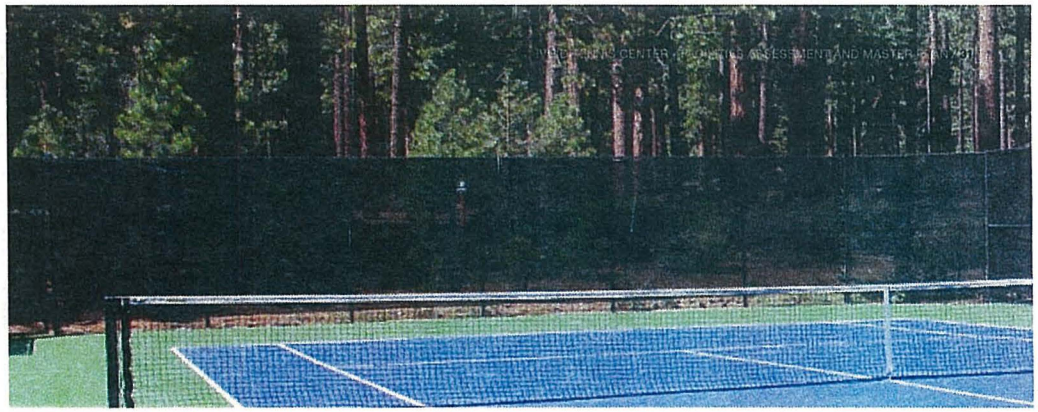
We recommend investing in the support spaces, pro shop, operations areas and essential social zones of the facility. The pro shop, restrooms, and support features of the facility were uniformly criticized by staff and community members during the outreach and data gathering. Additionally, upgrading the entry sequence elements and overall brand perception of the facility will improve marketability for outside users and events. An investment in the nucleus of the center will benefit every facet of the program, service, user and staff member.

Our recommendation is to retain and reuse much of the structure on the current footprint, by expanding the enclosed footprint, creating a new front door capable of improved but friendly access controls to the facility, and remodeling the entire facility inside and out to match the quality and appearance of similar IVGID recreation venues.




NEW

- CLEAR ENTRY / CONTROLS
- EXPANDED DECK/PATIO
- EXPANDED PRO SHOP
- SUPPORT SPACE FOR OPERATIONS
- DRIVE TRAFFIC TO PRO SHOP



An order of magnitude budget for the pro-shop and site renovation might plan for $250 building per square foot budget and significant investment in a new entry, covered patio, fencing signage, and furnishings for total project cost in the $350,000 to $400,000 range. Ultimately this would be studied and verified as the renewal effort was launched.

Just as importantly, a complete reworking of the exterior space surrounding the core of the venue to provide exceptional social spaces for everyone from a pair of singles players enjoying a post-match beverage to hosting a tournament reception.

### 2 - Formalize Pickleball Program

Pickleball is rapidly expanding on the court scene in resort and retirement communities throughout the United States and worthy of program development efforts. Adding more players, more energy, vibrancy, and activity to the Tennis Center can only contribute to achieving the Districts goals of wellness, recreation participation, and social engagement.

We recommend that the IVGID Tennis Center expand the schedule opportunities for pickleball, after consultation with the well-established user groups, including some morning time slots if desired. We also recommend that equitable pickleball fees be established to account for this increased dedicated court allocation and affirmatively acknowledge their full membership in the center.

As this increased court allocation is implemented it will be essential that the IVGID staff accurately track and monitor utilization for the upcoming season. This utilization data (frequency, duration, capacity, etc.) will be critical to evaluating if a need for, and quantity of, dedicated pickleball courts is justified.

### 3 – Affirm Funding for Maintenance and Repair

In addition to looking at adjustments and changes throughout our study process, it is equally important to acknowledge that the District is doing well with their overall maintenance of the facility and this should continue. This is particularly important with the District's care and maintenance of the tennis court playing surfaces.

Court Repair and Re-surfacing

Overall, the courts and the facility are well maintained. The District should be commended for the court repair and resurfacing program it has implemented over the life of the facility. This routine and systematic maintenance is paying dividends and prolonging the life of the courts without the need for major reconstruction. The annual localized crack repair should be retained, along with the cyclical resurfacing regime.

At some juncture, reconstruction of the structural base and pavements will be needed for Courts 1-7, but at this point, is not warranted and can be deferred until a final direction on the pro-shop modernization scope and pickleball need can be finalized.

# F. RECOMMENDATIONS AND OPPORTUNITIES cont.

## RECOMMENDATIONS cont.

### 3 – Affirm Funding for Maintenance and Repair cont.

As outlined, court reconstruction will be needed in the 5 to 7 year time frame unless accelerated deterioration, such as major surfacing cracking or settlement/ surface heaving, becomes evident. This would require engineering and budget planning to commence in the 4 to 5 year horizon.

New Windscreens

The existing fence windscreen, other than the courts themselves, are the most visible surfaces at the Tennis Center. We recommend a systematic replacement of these elements with custom measured, hemmed and grommetted materials. This quick and cost effective upgrade to the facility is in alignment with the semi-private culture and expectations of the community.

Drainage

The maintenance teams need to continue their diligence in keeping all drains, swales, and inlets free of organic debris and silt allowing the infiltration system to function up to its design limit. As the court reconstruction process proceeds, upgrades and redesign of the drainage systems beyond infiltration/percolation alone should be considered.

### 4 - Fine Tune Operations

Invest in Automated Scheduling and Player Match Software

The outreach activities revealed a strong need for an automated and transparent scheduling system to be considered. There appeared to be equal frustration by both player and staff with the existing system.

A new system could have the ability to match players of similar abilities for competition or just recreation. Depending on the sophistication of the software and the desire for the use data outputs, the scheduling tool may be able help the operator's fine tune the membership levels and pricing over time. This would result in a more accurate demand analysis with a goal to flatten the morning peak demands.

Capitalize on Afternoon Court Availability

As the report demonstrates, sufficient existing capacity exists in the afternoons and early evenings to provide ample opportunity to grow the programs without additional investment in new courts. Minor adjustment of the rate structures for morning play or added incentives for afternoon play could further spread the demand into the available court inventory times.

Simplify and Clarify Membership Levels

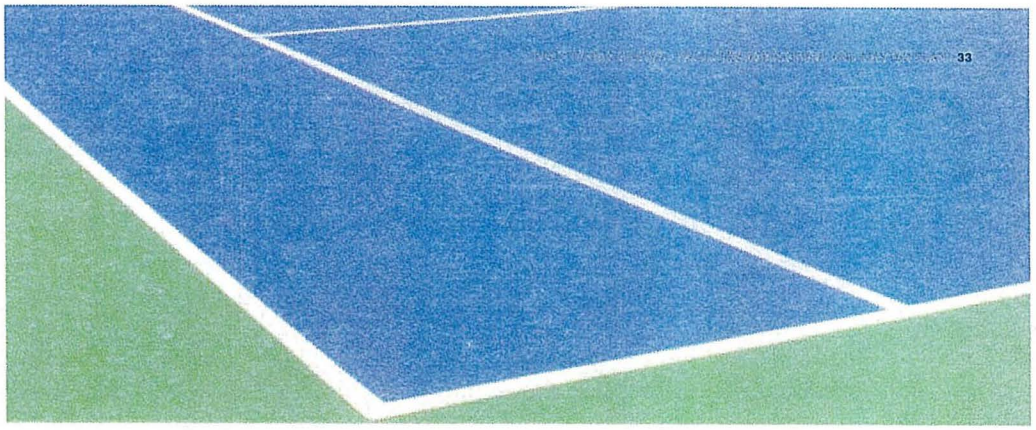
The goal to reduce demand on the morning peak period without a significant investment in new capital will take a combination of dis-incentives for morning use and incentives for afternoon play. Additionally, increasing season passes as opposed to daily fee uses will generally yield higher revenues, reduce administrative cost, and result in improved cutomer satisfaction by not having to make a payment every time they visit.

Re-evaluating the possibility of reducing the morning scheduling window on all or some courts to a 1½ hour window can still be a mechanism to increase morning utilization. Our study of actual use, as contrasted to scheduled use, showed a pattern of lower utilization on the shoulders of the 2 hour scheduled time blocks currently used.

A review of the 2015 passes purchased (Table 5) shows several membership categories with 5 or less passes issued annually. We would suggest a consolidation and simplification of passes as possible, and/ or implementing a reduced percentage rate for senior and couples as opposed to stand alone pass categories.

Although the focus of this study is not to develop a comprehensive rate structure and analysis, the District staff should look carefully at the rates and consider minor adjustments that will help drive traffic to the afternoons and increase revenues in the premium morning time slots.





### 5- Evaluate Adjustments to Programs and Services

Maintain Teaching Pro Training and Lessons

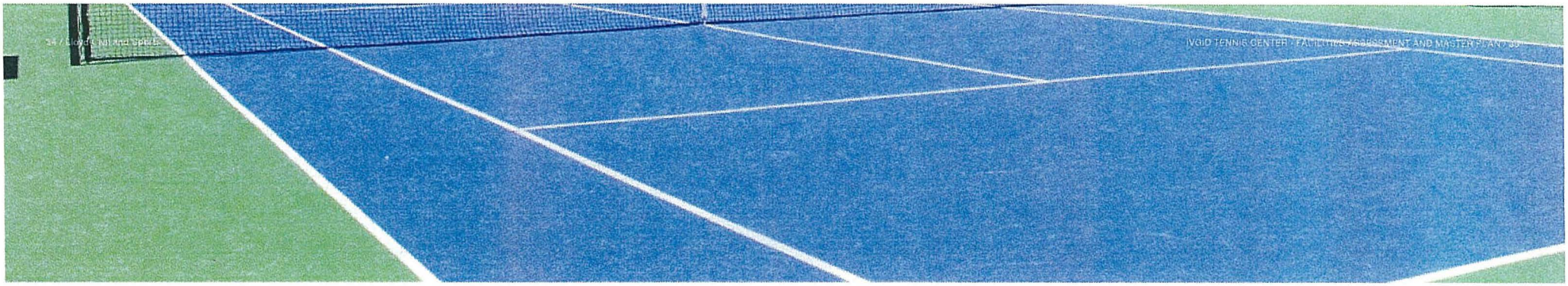
Build from a very successful 2015 season where the teaching and lesson services were valued in both member appreciation and revenue dollars. The improvement in this program clearly increased the enjoyment for members, advanced their skill levels, and contributes to building the user desired semi-private culture of the center.

Consider Part-time Pickleball Assistant Pro

If the recommendation is adopted to increase dedicated times for pickleball, there will be a need to program, schedule, and use this resource more than just a few afternoons a week. Identifying a part time pro, or possibly volunteers from the established pickleball community, to provide lessons, youth clinics, and organize round robin matches. Investing in a strong advocate for this developing program will give the program the best chance to succeed quickly and smoothly integrate into the overall operations and culture of the Tennis Center.

Continue to Build Youth Programs

There appeared to be a significant uptick in youth activities at the facility in 2015 which added vitality to the facility, utilized the afternoon time periods, and exposed the next generation to tennis. These programs also have the capacity to drive revenue to the venue through camps, clinics, and activities. This model can be further expanded to expose youth to pickleball, which is particularly true with the very young who may not have the strength and skills for full size tennis. Pickleball, very similar to the USTA's quick start program, may be a more rewarding and successful entree into court sports for the youngest of the community.



# F. RECOMMENDATIONS AND OPPORTUNITIES cont.

## OPPORTUNITIES

### A - Restructure Pro-shop Retail Operations

The space currently occupied by the pro-shop is antiquated and originally designed as a simple site office and storage. The needs and services have evolved tremendously since the original opening in 1979, as evidenced by our recommendation for an extensive reconstruction. What is programmed in the current and future space is another question altogether.

Reworking of the space must improve the check-in and "retail" transaction functions for court use and improve visual connection to as many portions of the facility as possible. While planning and consideration of any renovation proceeds the following is a breakdown of some short term actions for consideration:

- Racquet restringing is a valuable service to the members and promotes the convenience and "semi-private" culture of the facility. This should be retained and be at worst cost neutral.
- We would give strong consideration to reducing the retail apparel elements of the pro-shop. In 2015, a slight gross profit was achieved in apparel sales against costs, but costs did not factor overhead which included staff time to order, handle stock and merchandise. This is more realistically a net loss and not a service the members seem to place as a high value.
- In our view, the targets for the pro-shop retail components are local members (food, beverage, sundries pre or post activity), visitors/guests (logoed apparel, food, beverage, sundries, rental gear/balls), youth (logoed apparel, food/beverage, sundries, rental gear)
- In the short term, we would recommend that the pro-shop experiment with a mix of products that might include mail order apparel (sold then acquired) to see what works in anticipation of a new pro-shop in the venues future.

### B – Construct or Re-purpose Courts for Dedicated Pickleball Use

If the trend of pickleball growth in the Incline and Crystal Bay community continues to flourish, we would recommend the next step be a commitment to a two year demonstration period by converting one of the existing tennis courts into a permanent, but reversible, 4 court pickleball venue.

In a more moderate climate with more year round use, we would likely reduce our demonstration period to one year, but with such a short outdoor season in the Tahoe basin we believe a two season period will more accurately reflect the staying power of the sport in the region. During this period, the facility staff should track usage/demand/availability and the District should revisit an equitable fee structure in relation to the tennis fees and services.

Implementation of the physical improvements could begin in spring, and we would recommend that one of the following two options be implemented:

**Convert the current movable systems at Court 11 to a fixed net systems, new pickleball specific color coating/striping, modest fencing upgrades, and improved seating/rest areas for players waiting to resume play or socializing.**

Or

**Convert Court 2 to the demonstration site, return Court 11 to tennis with associated surfacing/striping, and add a small social/rest/viewing patio in the entry lawn abutting the courts. This alternative, while more costly, puts this new activity in a highly visible location to showcase the sport.**

This would be no different than a retailer placing their newest product in the shop window or at the main entry to the establishment. Of course, this may have some perception risk for the tennis users and would make court 1 less attractive for traditional tennis enthusiasts.

However, it would help isolate the noise of pickleball, objectionable to some, away from a large inventory of the existing tennis courts, 8-11. Additionally, the Court 2 alternative would place the demonstration pickleball location close to a possible new permanent site for dedicated courts in the vicinity of the parking lots/entry walkway than nearer the residential neighbors.

### C – Develop and Implement Capital Renewal Program

As a firm direction on how and when to accommodate a pro-shop modernization and pickleball solution come into focus, the District will be in a position to evaluate the optimal capital renewal program. The overall court inventory, mix of sports, current condition and capital renewal needs would all be folding into a mid-term plan. Assuming the current level of repairs and resurfacing on the existing hard courts is maintained, this work should commence in 5 to 7 years. At this time a slight deferral does not appear to limit the options or severity of the eventual reconstruction of the older courts that will be necessary as they approach end of their life cycle. (See asset management plan framework outlined in body of the report.)

# G. CONCLUSION AND OVERARCHING IVGID CONTEXT

The Tennis Center is clearly a valued assets for the members of the community and overall the programs offered meet the critical objectives. Providing a mix of recreation, wellness, and social engagement opportunities for the invested community members at the highest value possible (cost/service level) is at the core of the IVGID Recreation values. The balance between user fees, central recreation parcel fees, and overall quality of the facility are well balanced in relation to other fee based services/facilities within the IVGID portfolio (Recreation Center, Golf, and Ski Resort).

Tennis and access to tennis facilities remain in an awkward space in the United States recreation market place. Many jurisdictions, and school districts, provide free access to tennis facilities albeit at varying quality levels, but none the less, many users arrive at Incline Village and Crystal Bay with a predisposed perception that this should be a provided "free" amenity much like a passive public park. Fortunately, this this model is shifting to a fee based or pay-for-play model in many communities for not only tennis, but activities such as softball, bocce ball, and the like, but the full transition will take time.

The "included amenity perception" is somewhat exacerbated for Incline Village and Crystal Bay residents and property owners, as a result of an additional recreation fee assessed for each parcel. This added assessment leads stakeholders to want to believe they have already paid for access to facilities such as the Tennis Center, as contrasted to being provided free in some communities. Therefore, there will be a very low threshold to significant user fee increases until some reinvestment is complete or at least firmly into the planning process.

Keeping the stated overarching goals at the forefront: To provide a high quality mix of recreation, wellness, and social engagement opportunities for the invested community members at the highest value possible (cost/service level) is at the core of the IVGID Recreation values.

Tennis, like golf and skiing, can be a life-long pursuits and should be part of the overall IVGID recreation offerings. The tennis community has been patient and it now appears time to reinvest in the venue and explore strategically diversifying the offerings by acknowledging Pickleball as a worthy compliment to tennis, and that continued focus on the youth programs, professional teaching/training, and the social interaction elements of the facility are essential for long term support, vibrancy, and success of the venue and its programs.

# Appendix 1

# Appendix 1

***IVGID TENNIS CENTER***
***MONTHLY TOTAL BREAKDOWN - SCHEDULED COURT APPEARANCES VS. ACTUAL COURT USAGE DATA***

DATE 7/26/2015

*ACTUAL USAGE*
*MONTHLY TOTAL USERS ON COURT(S)*

| TIME SLOT | COURTS 1&2 | COURTS 3&4 | COURTS 5-7 | COURTS 8-11 |
|---|---|---|---|---|
| 8:15 AM | 8 | 144 | 144 | 52 |
| 8:45 AM | 12 | 144 | 144 | 68 |
| 9:15 AM | 132 | 148 | 208 | 236 |
| 9:45 AM | 132 | 148 | 204 | 240 |
| 10:15 AM | 92 | 224 | 232 | 552 |
| 10:45 AM | 92 | 224 | 232 | 524 |
| 11:15 AM | 84 | 224 | 216 | 524 |
| 11:45 AM | 84 | 208 | 216 | 524 |
| 12:15 PM | 52 | 64 | 92 | 308 |
| 1:45 PM | 60 | 84 | 200 | 252 |
| 2:15 PM | 72 | 64 | 212 | 340 |
| 3:45 PM | 24 | 32 | 112 | 304 |
| 4:15 PM | 8 | 56 | 80 | 156 |
| 5:45 PM | 32 | 56 | 72 | 148 |
| 6:15 PM | 40 | 32 | 72 | 144 |

*ACTUAL USAGE*
*PERCENTAGES OF COURT CAPACITY BEING USED**

| TIME SLOT | COURTS 1&2 | COURTS 3&4 | COURTS 5-7 | COURTS 8-11 |
|---|---|---|---|---|
| 8:15 AM | 4% | 64% | 43% | 12% |
| 8:45 AM | 5% | 64% | 43% | 15% |
| 9:15 AM | 59% | 66% | 62% | 53% |
| 9:45 AM | 59% | 66% | 61% | 54% |
| 10:15 AM | 41% | 100% | 69% | 123% |
| 10:45 AM | 41% | 100% | 69% | 117% |
| 11:15 AM | 38% | 100% | 64% | 117% |
| 11:45 AM | 38% | 93% | 64% | 117% |
| 12:15 PM | 23% | 29% | 27% | 69% |
| 1:45 PM | 27% | 38% | 60% | 56% |
| 2:15 PM | 32% | 29% | 63% | 76% |
| 3:45 PM | 11% | 14% | 33% | 68% |
| 4:15 PM | 4% | 25% | 24% | 35% |
| 5:45 PM | 14% | 25% | 21% | 33% |
| 6:15 PM | 18% | 14% | 21% | 32% |

*FULL COURT CAPACITY IS CONSIDERED FOUR PLAYERS ON EACH COURT AT ANY GIVEN TIME

PAGE 1 OF 2



***IVGID TENNIS CENTER***
***MONTHLY TOTAL BREAKDOWN - SCHEDULED COURT APPEARANCES VS. ACTUAL COURT USAGE DATA***

DATE 7/26/2015

*SCHEDULED USAGE*
*MONTHLY TOTAL USERS ON COURT(S)*

| TIME SLOT | COURTS 1&2 | COURTS 3&4 | COURTS 5-7 | COURTS 8-11 |
|---|---|---|---|---|
| 8:15 AM | 12 | 144 | 144 | 52 |
| 8:45 AM | 16 | 144 | 144 | 68 |
| 9:15 AM | 224 | 152 | 208 | 252 |
| 9:45 AM | 224 | 152 | 204 | 256 |
| 10:15 AM | 76 | 224 | 232 | 552 |
| 10:45 AM | 76 | 224 | 232 | 524 |
| 11:15 AM | 72 | 224 | 216 | 524 |
| 11:45 AM | 72 | 224 | 216 | 524 |
| 12:15 PM | 24 | 64 | 92 | 308 |
| 1:45 PM | 32 | 92 | 216 | 260 |
| 2:15 PM | 20 | 72 | 228 | 348 |
| 3:45 PM | 4 | 32 | 96 | 312 |
| 4:15 PM | 40 | 60 | 80 | 160 |
| 5:45 PM | 20 | 56 | 104 | 152 |
| 6:15 PM | 36 | 32 | 72 | 148 |

*SCHEDULED USAGE*
*PERCENTAGES OF COURT CAPACITY BEING USED**

| TIME SLOT | COURTS 1&2 | COURTS 3&4 | COURTS 5-7 | COURTS 8-11 |
|---|---|---|---|---|
| 8:15 AM | 5% | 64% | 43% | 12% |
| 8:45 AM | 7% | 64% | 43% | 15% |
| 9:15 AM | 100% | 68% | 62% | 56% |
| 9:45 AM | 100% | 68% | 61% | 57% |
| 10:15 AM | 34% | 100% | 69% | 123% |
| 10:45 AM | 34% | 100% | 69% | 117% |
| 11:15 AM | 32% | 100% | 64% | 117% |
| 11:45 AM | 32% | 100% | 64% | 117% |
| 12:15 PM | 11% | 29% | 27% | 69% |
| 1:45 PM | 14% | 41% | 64% | 58% |
| 2:15 PM | 9% | 32% | 68% | 78% |
| 3:45 PM | 2% | 14% | 29% | 70% |
| 4:15 PM | 18% | 27% | 24% | 36% |
| 5:45 PM | 9% | 25% | 31% | 34% |
| 6:15 PM | 16% | 14% | 21% | 33% |

PAGE 2 OF 2

# Appendix 2

An overall site walkthrough was performed by Lloyd Civil & Sports Engineering to assess the conditions of the Tennis Center facility and infrastructure. Components of the Center were rated on the following scale:

**TABLE 6 - Component Rating**

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

IVGID Tennis Center
Building Assessment
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|
| **EXTERIOR BUILDING ENVELOPE** | | | | | | |
| **Foundations/Footings** | | | | | | |
| Structure | | X | | | | No issues to report |
| Dampproofing/Dewatering | | X | | | | No issues to report |
| Slab on Grade | | X | | | | No issues to report |
| **Columns/Beams/Walls** | | | | | | |
| Structure | | X | | | | No issues to report |
| Applied Fireproofing Systems | | | X | | | No issues to report |
| **Roofing** | | | | | | |
| Condition Rating | X | | | | | Recently redone |
| Leakage | | X | | | | No issues to report |
| Roof Drains and Downspouts | | | | | | DNA |
| **Exterior Walls** | | | | | | |
| Exterior Finish | | | X | | | Fire damage on siding near bathrooms |
| Sealants | | | X | | | No comments |
| Thermal Condition | | X | | | | No issues to report |
| Soffits | | | X | | | No comments |
| General Appearance | | | X | | | No comments |
| **Doors/Windows** | | | | | | |
| Windows | | | X | | | No comments |
| Main Entry Doors | | | X | | | Difficult to get to |
| Main Entry Hardware | | | X | | | No comments |
| Other Exterior Doors | | | X | | | No comments |
| Other Exterior Door Hardware | | | X | | | No comments |
| **INTERIOR ELEMENTS** | | | | | | |
| **General** | | | | | | |
| Wall Finishes (Pro Shop) | | | X | | | Dated wall finishes and hardware |
| Wall Finishes (offices) | | | X | | | Dated wall finishes and hardware |
| Wall Finishes (Bathroom) | | | X | | | Dated wall finishes and hardware |
| Cabinetry | | | X | | | Limited cabinetry/storage within Pro Shop |
| **Interior Doors** | | | | | | |
| Door and Frame Condition | | | X | | | No comments |
| Hardware Condition | | | X | | | |
| **Flooring** | | | | | | |
| Carpet | | | | X | | Dated/worn |
| Tile | | | | | | DNA |
| Terrazzo | | | | | | DNA |
| Wood | | | | X | | Deck worn by sun |
| Sealed Concrete | | | | | | |
| Other | | | X | | | Bathroom flooring dated, minor cracking |
| **Restrooms/Locker Rooms** | | | | | | |
| Restroom Accessories | | | | X | | Dated/worn |
| Lavatories/Sinks | | | | X | | Dated/worn |
| Toilet Partitions | | | | X | | Dated/worn |
| Flooring | | | | X | | Dated/worn |
| Lockers/Benches | | | | | | DNA |
| Showers | | | | | | DNA |
| Walls | | | X | | | Dated walls - paint and water stains scattered spots |
| Signage | | | X | | | No comments |
| ADA Accessibility | | | X | | | No issues to report |
| Overall Condition | | | | X | | |
| **Water Distribution** | | | | | | |
| Supply Piping | | | X | | | No issues reported |
| Sanitary Piping | | | X | | | No issues reported |
| Water Heater | | | X | | | No issues reported |
| Booster Pumps | | | X | | | No issues reported |
| **Gas System** | | | X | | | No issues reported |
| **HVAC** | | | X | | | No issues reported |
| **Refrigeration Systems** | | | X | | | No issues reported |
| **Electrical Supply** | | | | | | |
| Service Feed | | | | | X | Feed is maximized, no remaining capacity for expansion |
| Transformers | | | X | | | |
| **Electrical Distribution** | | | | | | |
| Equipment | | | | X | | |
| Panelboards (Condition/Capacity) | | | | | X | Feed is maximized, no remaining capacity for expansion |
| Switches and Receptacles | | | X | | | Receptacles at every court set for ball machine, etc. |
| **Lighting** | | | | | | |
| Pro Shop | | | X | | | No comments |
| Courts | | | | X | | Courts 3&4 lighting not adequate for sports use |
| Bathroom | | | X | | | No comments |

IVGID Tennis Center
Conditional Court Assessment
Court Number: 1-2
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| Component/Equipment | | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|---|
| Surfacing | | | | | | | Asphalt |
| | Paint | X | | | | | |
| | Cracking | | X | | | | |
| | Heaving/Sinkholes | | X | | | | |
| Lighting | DNA | | | | | | |
| Player Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Spectator Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Signage | | | | X | | | Small signs on fence indicating court number |
| Net | | | X | | | | No comments |
| Posts | | | X | | | | No comments |
| Wind Screens | | | X | | | | Holes scattered |
| Fencing/Gate | | | | X | | | Paint chipping |
| Facility Access (bathroom, etc.) | | | | X | | | First courts passed when entering center |
| ADA Accessibility | | | X | | | | Steep slope from parking lot |
| Scorer's Tower | DNA | | | | | | |
| **Overall Condition** | | | 2.5 | | | | |

IVGID Tennis Center
Conditional Court Assessment
Court Number: 3-4
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| Component/Equipment | | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|---|
| Surfacing | | | | | | | Asphalt |
| | Paint | | | X | | | |
| | Cracking | | | X | | | Near fence lines |
| | Heaving/Sinkholes | | | X | | | Heaving at posts |
| Lighting | | | | | X | | Lighting not adequate for night play standards |
| Player Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Spectator Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Signage | | | | X | | | Small signs on fence indicating court number |
| Net | | | X | | | | No comments |
| Posts | | | X | | | | No comments |
| Wind Screens | | | X | | | | Holes scattered |
| Fencing/Gate | | | | X | | | |
| Facility Access (bathroom, etc.) | | X | | | | | Closest courts to bathrooms |
| ADA Accessibility | | | X | | | | |
| Scorer's Tower | DNA | | | | | | |
| **Overall Condition** | | | 2.5 | | | | |

IVGID Tennis Center
Conditional Court Assessment
Court Number: 5-7
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| Component/Equipment | | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|---|
| Surfacing | | | | | | | |
| | Paint | | X | | | | Crack seal on court 5, cracking around curb board |
| | Cracking | | | X | | | |
| | Heaving/Sinkholes | | X | | | | |
| Lighting | DNA | | | | | | |
| Player Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Spectator Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Signage | | | | X | | | Small signs on fence indicating court number |
| Net | | | X | | | | No comments |
| Posts | | | X | | | | No comments |
| Wind Screens | | | | X | | | Minor holes in majority of wind screens |
| Fencing/Gate | | | X | | | | |
| Facility Access (bathroom, etc.) | | | X | | | | |
| ADA Accessibility | | | | X | | | |
| **Overall Condition** | | | 2.5 | | | | |

IVGID Tennis Center
Conditional Court Assessment
Court Number: 8-11
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| Component/Equipment | | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|---|
| Surfacing | | | | | | | |
| | Paint | | X | | | | Pickleball striping/coloring seems confusing |
| | Cracking | | X | | | | |
| | Heaving/Sinkholes | X | | | | | No issues to report |
| Lighting | DNA | | | | | | |
| Player Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Spectator Seating | | | | X | | | Pavilion/Picnic Table in between courts |
| Signage | | | | X | | | Small signs on fence indicating court number |
| Net | | X | | | | | New/like new |
| Posts | | X | | | | | New/like new |
| Wind Screens | | | | X | | | Minor holes in majority of wind screens |
| Fencing/Gate | | X | | | | | minimal paint chipping - newer gates |
| Facility Access (bathroom, etc.) | | | | | X | | farthest away from bathrooms |
| ADA Accessibility | | | | X | | | |
| Overall Condition | | | 2 | | | | |

# Appendix 2

IVGID Tennis Center
Conditional Court Assessment
Court Number: Practice Wall
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

| Component/Equipment | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|
| Surfacing | | | | | | Asphalt |
| Paint | | | 3.5 | | | Older - minor chips scattered |
| Cracking | | | 3.5 | | | Around Perimeter |
| Heaving/Sinkholes | | | 3.5 | | | By back fenceline |
| Practice Wall | | | X | | | not deep enough to replicate true court conditions |
| Wind Screens | | | X | | | Scattered holes |
| Fencing/Gate | | | X | | | Older fence - paint chipping |
| Facility Access (bathroom, etc.) | X | | | | | Very close to bathrooms |
| ADA Accessibility | | | X | | | |
| Overall Condition | | | X | | | |

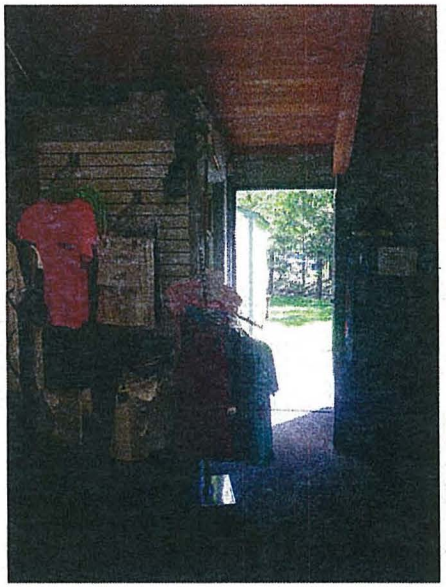
IVGID Tennis Center
Site Assessment
Date: 7/27/2015

| Rating | Description |
|---|---|
| 1 | New or like new condition, no issues to report, early stages of life cycle |
| 2 | Good condition, little to no issues to report, early stage of life cycle |
| 3 | Average wear condition, no major issues to report, late stages of life cycle |
| 4 | Worn/poor condition, issues reported, replace when funding allows |
| 5 | Critical condition, repair/replace as soon as possible |

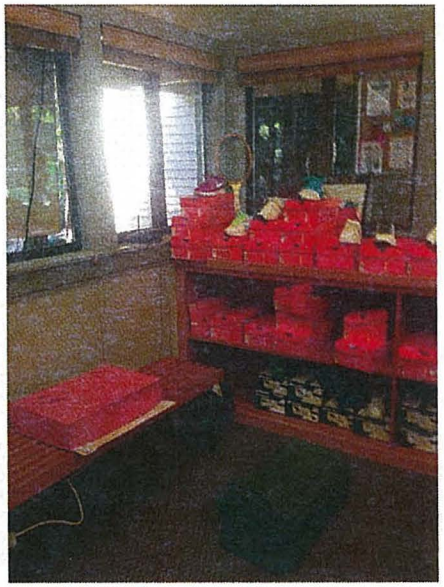
| Component | Rating 1 | 2 | 3 | 4 | 5 | Comments/Recommended Action |
|---|---|---|---|---|---|---|
| **Parking Lot** | | | | | | |
| Surfacing | X | | | | | Newly resurfaced |
| Curbing | | X | | | | Gravel Shoulder |
| Drainage | X | | | | | Newly resurfaced - drains well no ponding found |
| Lighting | | X | | | | No comments |
| ADA Accessibility | | X | | | | |
| Age | | | | | | |
| Last Recorded Maintenance | | | | | | |
| Overall Condition | 1.5 | | | | | Lack of wayfinding/signage - no presence |
| **Access Walks** | | | | | | |
| Surfacing | | X | | | | Isolated Cracking |
| Drainage | | X | | | | No issues found |
| Lighting | | X | | | | No comments |
| ADA Accessibility | | | X | | | Wide walkways - some steep gradient spots |
| Age | | | | | | |
| Last Recorded Maintenance | | | | | | |
| Overall Condition | | X | | | | Lack of wayfinding/signage |
| **Site Landscaping** | | | | | | |
| Grass | | | X | | | |
| Trees | | | X | | | Some shade issues, maintenance hassles |
| Shade Systems | X | | | | | New deck and patio |
| Patio Systems | X | | | | | New deck and patio |
| Benches | | X | | | | Scattered throughout - generally good condition |
| Trash Bins | | X | | | | Generally good condition |
| Drinking Fountains | | X | | | | Coolers on every court at shared picnic table |
| Site Signage | | | | X | | Minimal signage to direct users and guests |
| Age | | | | | | |
| **Utilities** | | | | | | |
| Water | X | | | | | No issues found |
| Irrigation system | | | X | | | Minor issues - broken sprinkler heads, etc. |
| Sanitary sewer | X | | | | | No issues found |
| Storm water management | | | | X | | Drainage issues around courts - many backups during rains - to be addressed at next rebuild |
| Electric | | | | X | | At/near capacity - needs improvement/expansion |
| Voice/data system | | | | | | DNA |

# Appendix 3

## Appendix 3

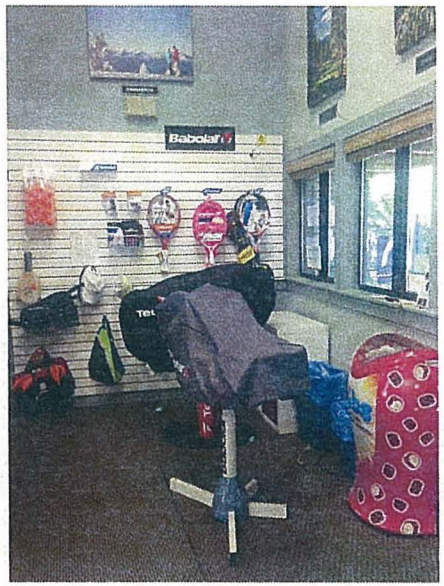


Pro shop apparel and back entrance



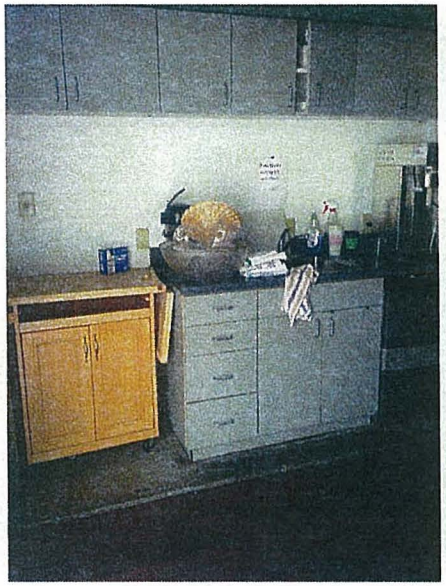
Pro shop shoe display

Pro shop apparel




Pro shop and storage area

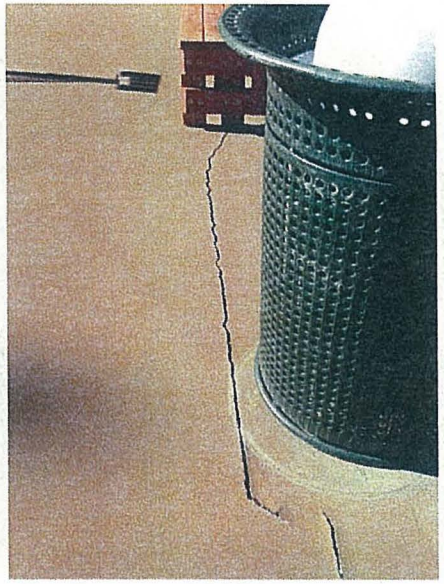
## Appendix 3



Kitchenette area

Kitchenette area

IVGID Courts #7-8 Repair and striation cracks



IVGID Courts #7-8 Surface cracking

## Appendix 3

IVGID Court #8 sufacing

IVGID Tennis Court #9 new colors

IVGID Tennis Court #11 PickleBall & Tennis

Typical shared rest area

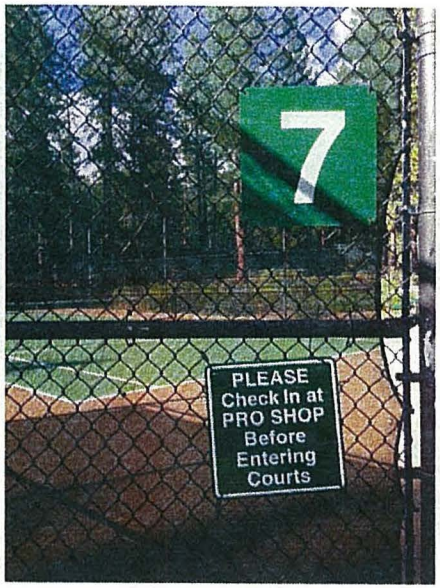
IVGID Tennis Court #10 PickleBall storage

IVGID Tennis Court #10 Pickleball & Tennis striping

Practice wall

## Appendix 3

Gate with partial windscreen tears

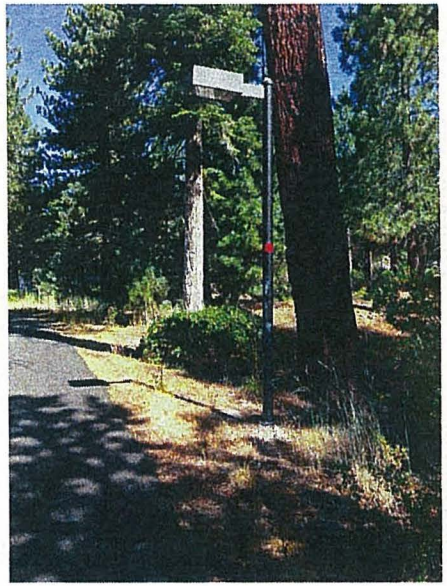



Typical court signage

Entry sign

Entry trash receptacle

# Appendix 3

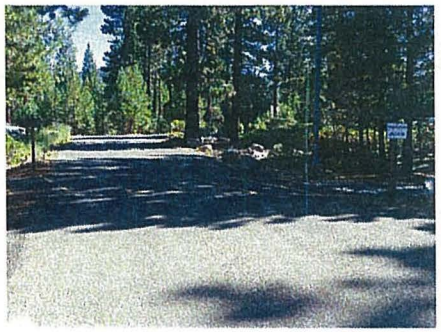


Main walkway lighting

Parking lot ADA stall

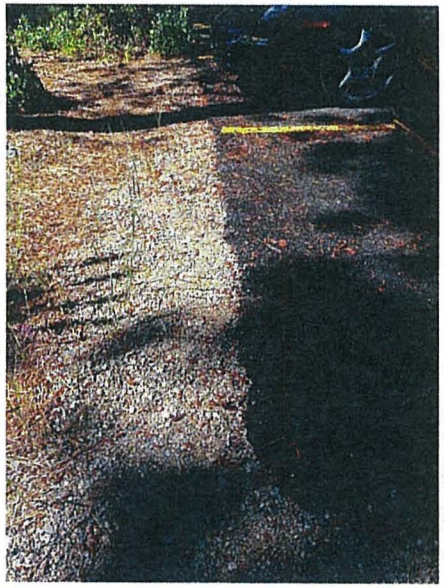
Site drainage backup

Site drainage system backup

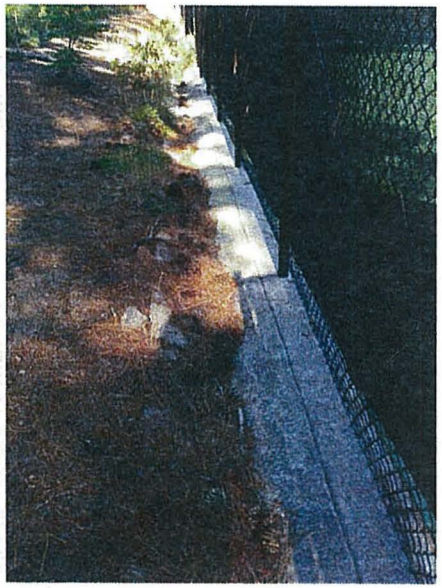


Entry road

## Appendix 3



Parking lot shoulder improvements



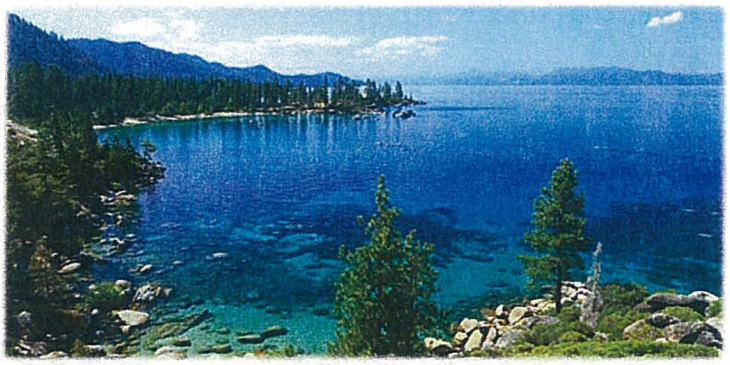
Court V-Drain maintenance



# Appendix 4

# IVGID Tennis Center

## Facilities Assessment and Master Plan
## Community Workshops



Indra Winquest,
Director of Parks
and Recreation

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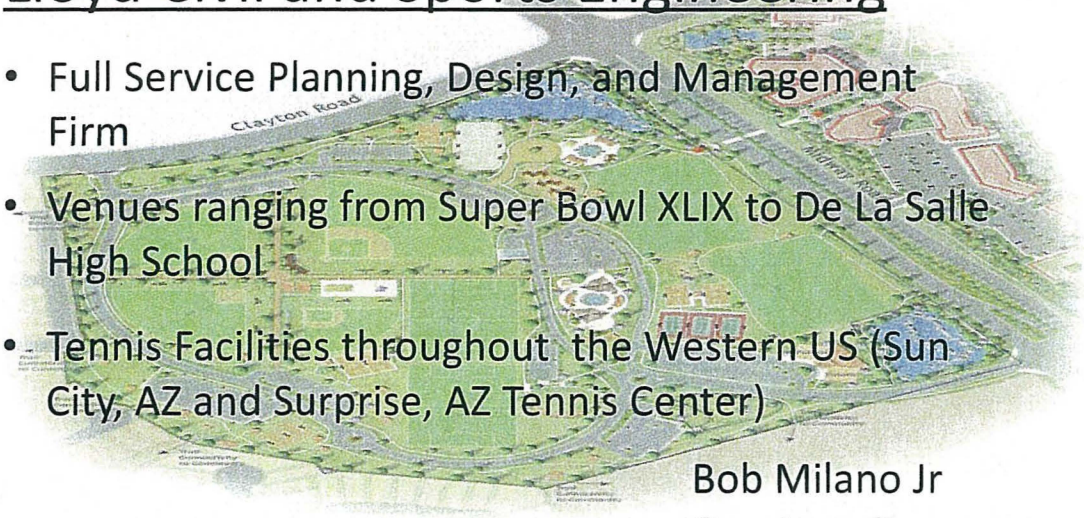
# Introduction

## Lloyd Civil and Sports Engineering

- Full Service Planning, Design, and Management Firm
- Venues ranging from Super Bowl XLIX to De La Salle High School
- Tennis Facilities throughout the Western US (Sun City, AZ and Surprise, AZ Tennis Center)




Bob Milano Jr
Courtney Rousseau

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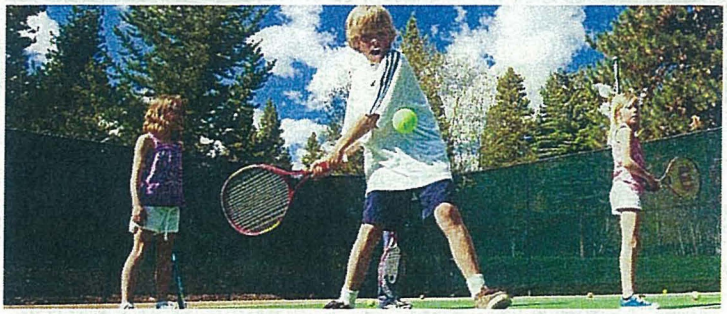
# Workshop Objectives



- Solicit Community Input on Current Venue and Programs (Green, Yellow, Red)
- Establish a Uniform Context for Conversation
- Facilitate a Community Directed Solutions Oriented Discussion

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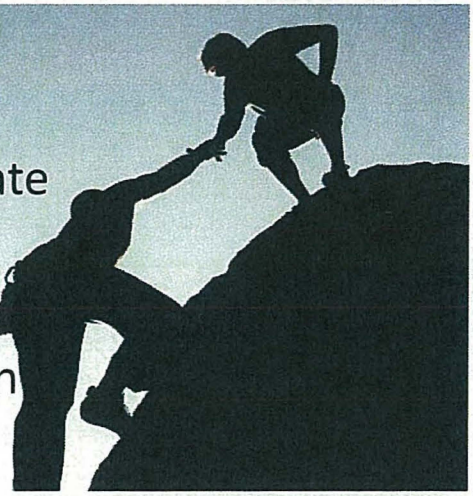
# Goals of the Tennis Center

- Provide exceptional service levels and value to our residents and their immediate guests.
- Adopt sustainable financial model to promote utilization and continued investment



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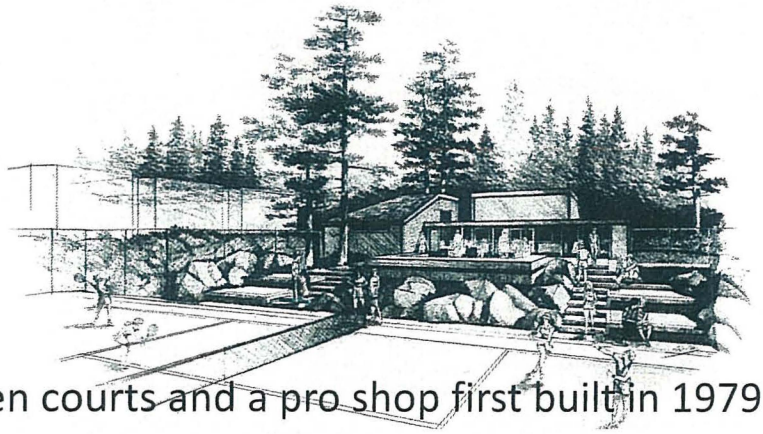
# Historical Context



- Seven courts and a pro shop first built in 1979
- Four additional courts built in 2003
- Incline Village population: 8,777
  - Source: 2010 Census

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# Current Snapshot

- Typical Season May- September
- 8am to 7pm
- 11 Hard Courts
- Season passes, packages, or day use fees
- Lessons, camps, clinics
- Mixers and Socials
- Pickleball
- Small Pro Shop
- Occasional Tournaments

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# Benchmarking

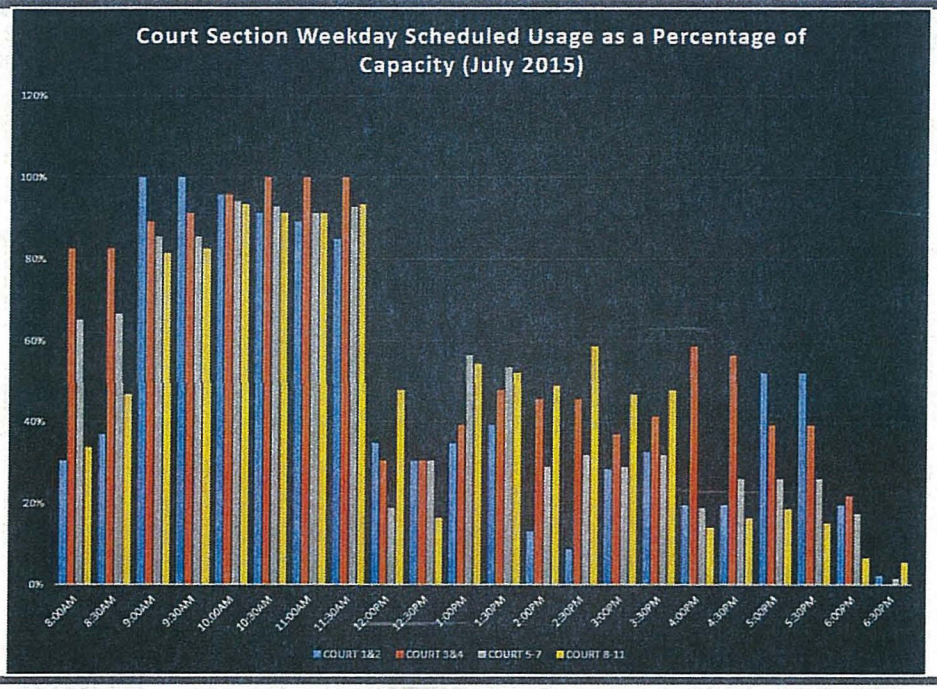
| IVGID | | DONNER |
|---|---|---|
| 8,777 | **User Population** | 18,412 |
| 11 hard courts (1 practice wall) | **Courts** | 11 hard courts (1 practice wall, 7 youth courts) |
| Director, Head pro, 4 teaching pros | **Staff** | Director, Head pro, 3 teaching pros |
| Yes | **Pro shop** | Yes |
| May-September 8 | **Season** | May-October 11 |
| 8AM-7PM | **Hours** | 7:30AM-Dusk |
| 2 hour blocks all day | **Reservation Policy** | 1.5 hour in AM (5 courts) 2 hour in PM |
| Yes – Shared | **Pickleball** | Yes – 2 Dedicated |



# Reservation Comparison

- Tahoe Donner Reservation Blocks
  - 5 courts on 90 minute time blocks in AM, 60 minutes in PM
  - 4 courts on 60 minute time blocks all day
    - Back to back reservations available
    - Only allowed 8-10AM/10AM-12PM booking times (no 8:30/9:00AM starts)
  - 2 courts are for lessons and walk-ins only
- IVGID Reservation Blocks
  - Up to two hour court reservations, any court, any time of day, any start/end time

# Use and Use Intensity

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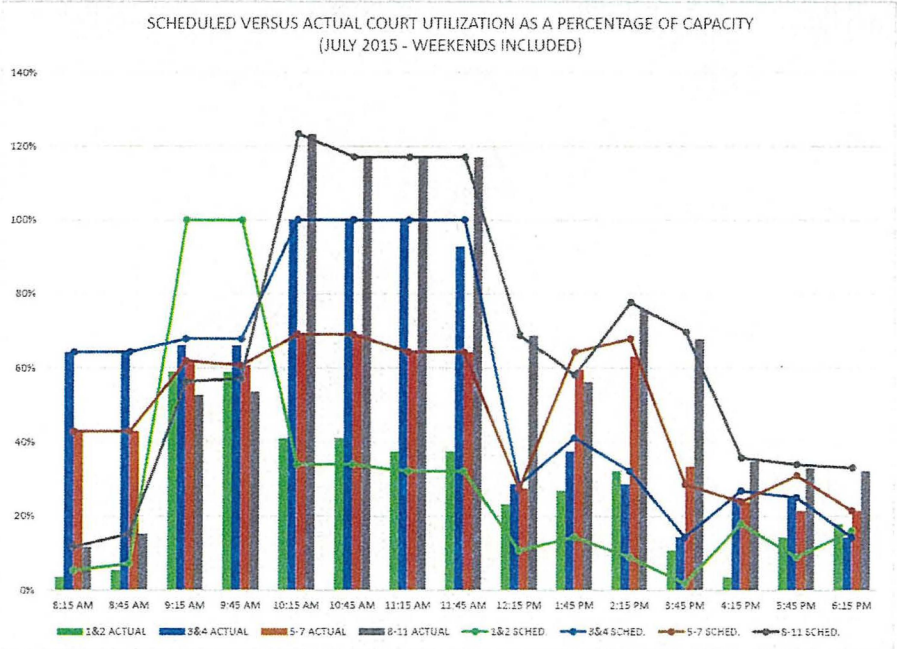
# Use and Use Intensity

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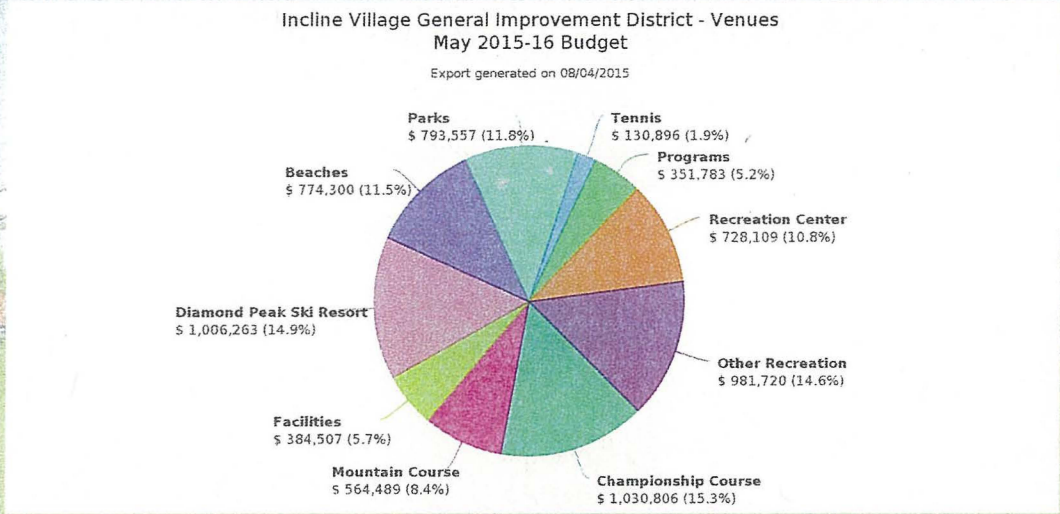
# Recreation Fee Allocation

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# Revenues

| 2014-15 | |
|---|---|
| Season Passes | $26,400 |
| Admissions/Fees | $22,300 |
| Merchandise Sales | $30,000 |
| Teaching/Lessons | $85,300 |
| Facility (Rec) Fee | $90,500 |
| TOTAL | $254,500 |

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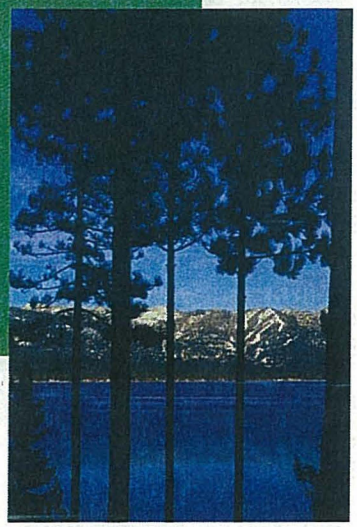
# Expenses

| 2014-15 | |
|---|---|
| Wages and Benefits | $154,300 |
| Supplies & Services | $ 44,700 |
| Insurance & Utilities | $ 8,600 |
| Cost of Goods Sold | $ 22,500 |
| Depreciation (capital) | $ 41,800 |
| TOTAL | $272,000 |



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# 2016 and Beyond

1 What does the Incline Tennis Center strive to be?

2 How can the Incline Tennis Center achieve a sustainable funding model?

Facility ✦ Programs ✦ Access ✦ Financial

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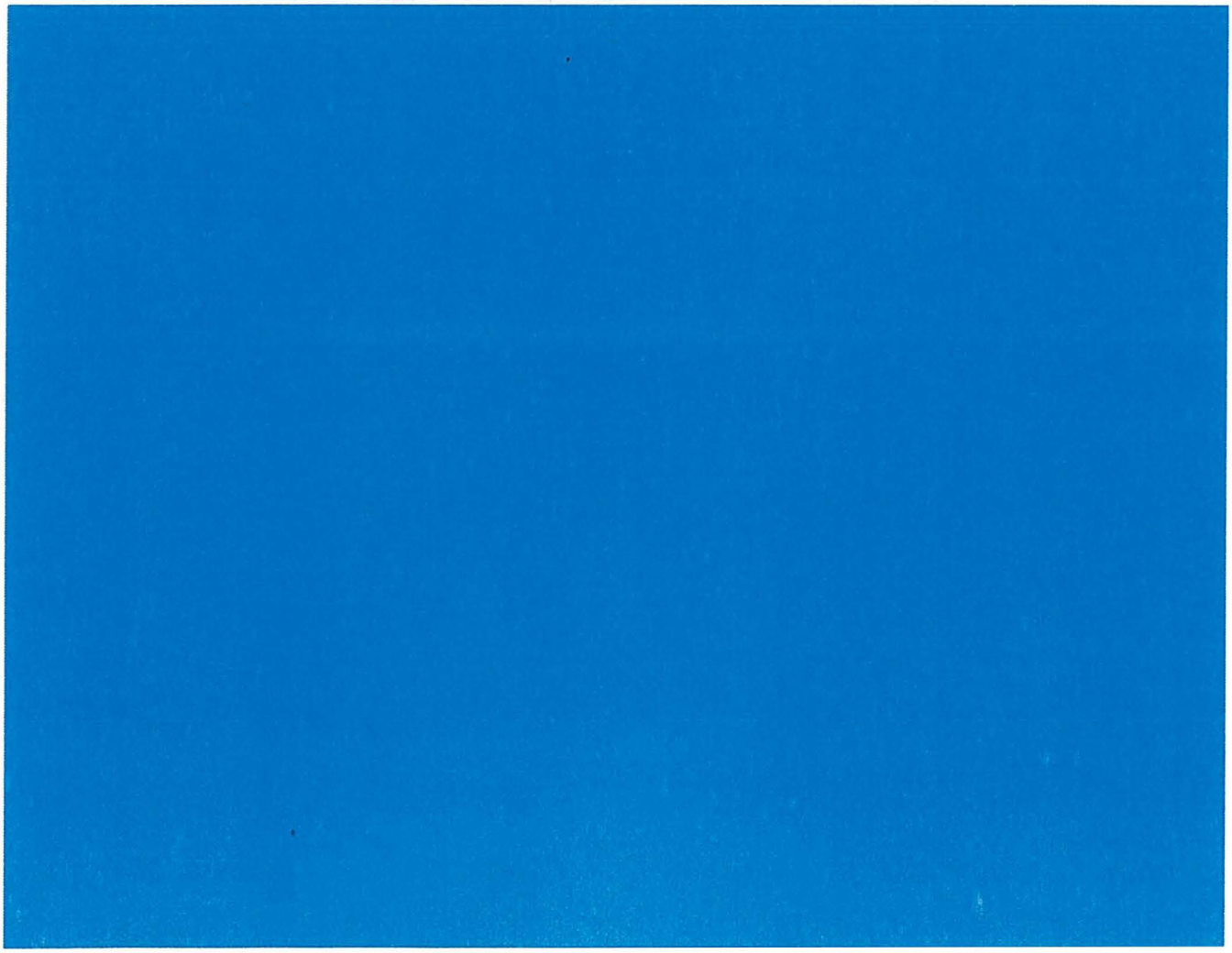

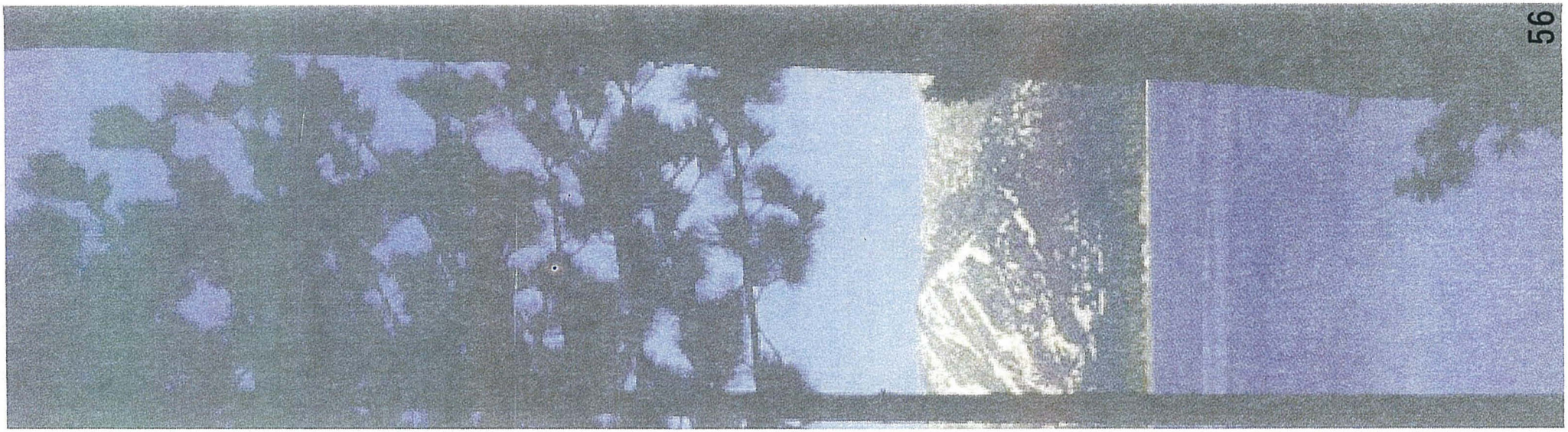



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602 635 4226

# IVGID TENNIS CENTER REMODEL

## IVGID PWP No. WA-2020-185

## 964 Incline Way Incline Village, NV 89451

### CODE ANALYSIS

APPLICABLE CODES: Washoe County, NV

| | |
|---|---|
| BUILDING CODE..... | 2018 IBC |
| FIRE CODE..... | 2018 IFC<br>WASHOE CO. CODE CHPTR. 60<br>2018 NORTHERN NEVADA FIRE AMENDMENTS<br>2018 IFC WUI (IWUIC) as AMENDED BY NLTFPD RESOLUTION 18-2 |
| PLUMBING CODE..... | 2018 UNIFORM PLUMBING CODE AND 2902.1 IBC PLUMBING FIXTURES |
| ELECTRICAL CODE..... | 2017 NATIONAL ELECTRIC CODE |
| MECHANICAL CODE..... | 2018 UNIFORM MECHANICAL CODE |
| ENERGY CODE..... | 2018 INTERNATIONAL ENERGY CONSERVATION CODE<br>2018 NORTHERN NEVADA ENERGY CODE AMENDMENTS<br>2018 NORTHERN NEVADA AMENDMENTS |
| ACCESSIBILITY CODE..... | ICC 2009 A117.1 ACCESSIBLE AND USABLE BUILDINGS AND FACILITIES |

APN: 127-030-31

| | |
|---|---|
| OCCUPANCY: | B |
| ZONING: | |
| CONSTRUCTION TYPE: | V-N |
| BUILDING AREA | 1,135 SF (EXISTING) |
| BUILDING AREA) | |
| DECK AREA | 1,744 SF (EXISTING DECK) |
| ALLOWABLE: | 8,000 SF |
| PROPOSED: | -0- ADDED |
| BUILDING HEIGHT | 18FT |
| ALLOWABLE: | 2 STORIES |
| PROPOSED | -0- CHANGE |
| SITE AREA (NET): | SEE CIVIL |
| SITE COVERAGE: | SEE CIVIL |
| TRPA PERMIT | SCOPE OF WORK IS |
| PERMITED UNDER IVGID MEMORADUM OF UNDERSTANDING (MOU) | |

PLUMBING ANALYSIS
OFFICE OCC. LOAD: 1,135sf/ 100 = 12

| | MEN / | WOMEN |
|---|---|---|
| EQUAL DIVIDED | 6 | 6 |
| REQUIRED WCs: | 1 | 1 |
| PROVIDED | 1 +2* | 2 |
| REQUIRED LAVs: | 1 | 1 |
| PROVIDED | 2 | 2 |

* URINALS

DRINKING FOUNTAIN: PROVIDED IN THE SELF SERVE

### SCOPE OF WORK:

THE PROJECT CONSISTS OF RECONSRUCTION OF THE EXTERIOR DECK TO IMPROVE ACCESSIBILITY. THE PROJECT ALSO REMODELS THE EXISTING RESTROOMS, SELF-SERVE AREA, AND THE PRO SHOP SPACE. AN ACCESSIBLE RAMP IS TO BE CONSTRUCTED WITH IMPROVED SLOPE TO EXISTING PAVED AREAS. STORM DRAINAGE SYSTEMS ARE UPGRADED NEAR THE TENNIS COURTS. PLUMBING FIXTURES ARE RELOCATED AND UPGRADED WITH WATER SAVING FIXTURES.

### OWNER::
INCLINE VILLAGE GENERAL IMPROVMENT DIST.

1220 SWEETWATER ROAD
INCLINE VILLAGE NV
PHONE: 775 832-1532 CONTACT: NATHAN CHOREY : npc@ivgid.org

### ARCHITECT & STRUCTURAL ENGINEERING:
BJG | Architecture + Engineering

449 S. VIRGINIA STREET FOURTH FLOOR
RENO, NV 89501
PHONE: (775)827-1010 CONTACT: JIM WALLS : jwallis@bjginc.com

### CIVIL ENGINEER:
Lloyd Engineering

PHONE: 530 362-668 CONTACT: BRETT LONG

### MECHANICAL & ELECTRICAL ENGINEER:
MSA ENGINEERING

45999 LONGLEY LANE
RENO, NV 89502
PHONE: 775 828-4889 CONTACT: KATIE CALLENDER

### SHEET LIST

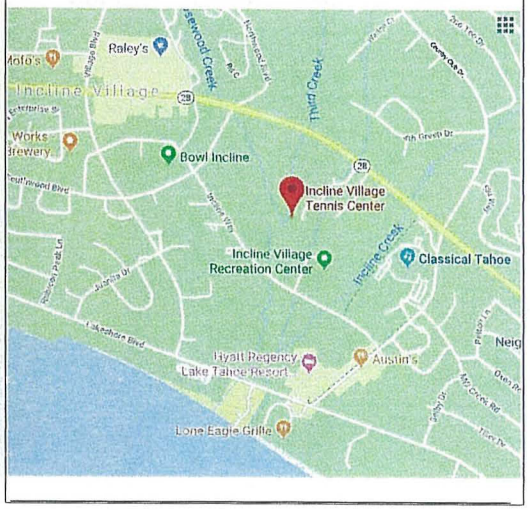
| DRAWING | DESCRIPTION |
|---|---|
| TS.1 | TITLE SHEET |
| CIVIL | |
| C-1 | DEMOLITION PLAN |
| C-2 | BMP/ DRAINAGE PLAN |
| C-3 | SURFACING PLAN |
| C-4 | GRADING PLAN |
| C-5 | DIMENSIONS/ LAYOUT PLAN |
| C-6 | IRRIGATION PLAN |
| C-7 | PLANTING PLAN |
| C-8.0 | CIVIL DETAILS |
| C-8.1 | LANDSCAPE DETAILS |
| C-8.2 | DRAINAGE DETAILS |
| ARCHITECTURAL | |
| A0.1 | GENERAL NOTES, / BRREVIATIONS, MATERIAL GRAPHICS & SYMBOL LEGEND |
| A0.2 | PROJECT SPECIFICATIONS |
| A1.1 | SITE STAGING AND RAMP GRADING |
| A2.00 | DEMOLITION PLAN |
| A2.1 | OVERALL FLOOR PLAN |
| A2.2 | ENLARGED PLAN - RESTROOMS |
| A2.3 | ENLARGED SELF-SERVE PLAN AND ELEVATIONS |
| A5.1 | DOOR , WINDOW & FINISHES |
| A6.1 | EXTERIOR ELEVATIONS |
| A7.1 | SECTIONS |
| A8.1 | DETAILS |
| STRUCTURAL | |
| S0.2 | DESIGN CRITERIA & QA |
| S2.1 | FOUNDATION PLAN |
| S2.2 | FLOOR FRAMING PLAN |
| S4.1 | SECTIONS |
| S4.2 | STRUCTURAL DETAILS |
| S4.3 | STRUCTURAL DETAILS |
| S5.1 | TYPICAL DETAILS |
| MECHANICAL | |
| M0.1 | MECHANICAL SYMBOL, ABBREV. AND INDEX |
| M0.2 | MECHANICAL SPECIFICATIONS |
| M0.3 | MECHANICAL SCHEDULES |
| M2.1 | ENLARGED MECHANICAL FLOOR PLAN |
| PLUMBING | |
| P0.1 | PLUMBING ABBREV., SYMBOLS LIST AND SHEET INDEX |

### SHEET LIST

| DRAWING | DESCRIPTION |
|---|---|
| P0.2 | PLUMBING SPECIFICATIONS |
| P0.3 | PLUMBING SCHEDULE AND DIAGRAMS |
| PD2.0 | PLUMBING DEMOLITION PLAN- WASTE AND VENT |
| PD2.1 | PLUMBING DEMOLITION PLAN- DOMESTIC WATER |
| P2.1 | PLUMBING FLOOR PLAN- WASTE AND VENT |
| P2.2 | PLUMBING FLOOR PLAN- DOMESTIC WATER |
| ELECTRICAL | |
| E0.1 | ELECTRICAL ABBREV., SYMBOLS LIST AND SHEET INDEX |
| E0.2 | ELECTRICAL SPECIFICATIONS |
| E0.3 | SINGLE LINE DIAGRAM, PANEL SCHEDULE |
| E0.4 | LIGHT FIXTURE SCHEDULE, DIAGRAMS |
| ED2.0 | ELECTRICAL DEMOLITION PLAN |
| E2.1 | POWER AND SIGNAL FLOOR PLAN |
| E3.1 | LIGHTING PLAN |

BIRDSEYE FROM SOUTH WEST
SCALE:

### VICINITY MAP

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www.bjginc.com

SEAL:
NOT FOR PROGRESS PRINT CONSTRUCTION
02/27/2020
ISSUED FOR:
90% REVIEW

PROJECT INFORMATION
IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |

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DESIGNED/DRAWN: Designer / Author
CHECKED: Checker
PROJECT NO: 20180054
SCALE: As Noted
DATE: 02/27/2020
SHEET TITLE: TITLE SHEET

SHEET
TS.1

C:\Users\JwallisDocuments\20180054-IVGID TENNIS_CENTRAL_RVT18_JWW.rvt
2/28/2020 4:20:16 PM

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# ABBREVIATIONS

| A | |
|---|---|
| @ | AT |
| AB | ANCHOR BOLT |
| ABV | ABOVE |
| AC OR A/C | ASPHALT CONCRETE (PAVING) |
| AD | ACCESS DOOR |
| ADMIN | ADMINISTRATIVE |
| AF | ACCESS FLOOR |
| AFF | ABOVE FINISHED FLOOR |
| AGGR | AGGREGATE |
| AHU | AIR HANDLING UNIT |
| AISC | AMERICAN INSTITUTE OF STEEL CONSTRUCTION |
| AL/ALUM | ALUMINUM |
| ALT | ALTERNATE |
| ANOD | ANODIZED |
| AP | ACCESS PANEL |
| APPROX | APPROXIMATELY |
| ARCH | ARCHITECTURAL |
| ASSY | ASSEMBLY |
| ASTM | AMERICAN SOCIETY FOR TESTING MATERIALS |
| AU | AUXILIARY |

| B | |
|---|---|
| B | BOILER |
| B/F | BELOW FLOOR |
| BFF | BELOW FINISH FLOOR |
| BLDG, BUILD | BUILDING |
| BLKG | BLOCKING |
| BM | BEAM, BENCHMARK |
| BOF | BOTTOM OF FOOTING |
| BOS | BOTTOM OF STEEL |
| BOT | BOTTOM |
| BVLD | BEVELED |

| C | |
|---|---|
| C | CONDUIT |
| CAP | CAPACITY |
| CB | CARRIAGE BOLT |
| CFM | CUBIC FEET PER MINUTE |
| CJ | CONSTRUCTION JOINT/CONTROL JOINT |
| CI | CAST IRON |
| CIP | CAST IN PLACE |
| CL | CENTER LINE |
| CLG | CEILING |
| CLR | CLEAR |
| CMU | CONCRETE MASONRY UNIT |
| CTR | CENTER |
| CO | CLEAN OUT |
| COL | COLUMN |
| COMPR | COMPRESSOR |
| CONC | CONCRETE |
| CONN | CONNECTION |
| CONSTR | CONSTRUCTION |
| CONT | CONTINUOUS |
| CP | COMPLETE PENETRATION |
| CPL | CONTROL PANEL |
| CPT | CARPET |
| CS | CRIPPLE STUD |
| CT | CERAMIC TILE |
| CTSK | COUNTERSINK |
| CU | CUBIC |
| CW | COLD WATER |

| D | |
|---|---|
| D | DRAIN |
| DBL | DOUBLE |
| DF | DOUGLAS FIR |
| DI | DROP INLET |
| DIA | DIAMETER |
| DIAG | DIAGONAL |
| DIV | DIVISION |
| DJ | DOWEL JOINT |
| DL | DEAD LOAD |
| DN | DOWN |
| DO | DITTO |
| DR | DOOR |
| DS | DOWN SPOUT |
| DWG(S) | DRAWINGS |
| DWLS | DOWEL |

| E | |
|---|---|
| E, ELEC | ELECTRIC, ELECTRICAL |
| EA | EACH |
| EC | EMPTY CONDUIT |
| EF | EACH FACE |
| ELEV, EL | ELEVATION |
| EPDM | ETHYLENE PROPYLENE DIENE MONOMER |
| EPS | EXTERIOR PAINT SYSTEM |
| EQ | EQUAL |
| EQUIP | EQUIPMENT |
| EN | EDGE NAILING |
| ES | EACH SIDE |
| E.T.S. | EXPOSED TO STRUCTURE |
| EW | EACH WAY |
| EWC | ELECTRIC WATER COOLER |
| EXF, EF | EXHAUST FAN |
| EXP BT, EB | EXPANSION BOLT |
| EXP | EXPANSION |
| EXPO | EXPOSED |
| EXIST, (E) | EXISTING |
| EXT | EXTERIOR |

| F | |
|---|---|
| F | FAHRENHEIT |
| FA | FIRE ALARM |
| FOB | FACE OF BLOCK |
| FAP | FIRE ALARM PANEL |
| FCO | FLOOR CLEANOUT |
| FD | FLOOR DRAIN |
| FDS | FIRE DEPARTMENT CONNECTION |
| FDPR | FIRE DAMPER |
| FEC | FIRE EXTINGUISHER CABINET |
| FF | FINISH FLOOR |
| FIN | FINISH |
| FHWS | FLAT HEAD WOOD SCREWS |
| FLASH | FLASHING |
| FLEX | FLEXIBLE |
| FM | FORCE MAIN |
| FOF | FACE OF FINISH |
| FOS | FACE OF STUD |
| FOLD PART | FOLDING PARTITION |
| FND, FOUND | FOUNDATION |
| FRP | FIBERGLASS REINFORCED PANEL |
| FS | FAR SIDE |
| FT | FEET |
| FTG | FOOTING |
| FV | FIELD VERIFY |

| G | |
|---|---|
| G | GAS |
| GA | GAUGE |
| GALV | GALVANIZED |
| GWB, GYP BD | GYPSUM WALLBOARD |
| GEN | GENERATOR |
| GL | GLASS, GLAZING |
| GLB | GLUE-LAMINATED BEAM |
| GND | GROUND |
| GUH | GAS UNIT HEATER |
| GV | GATE VALVE |

| H | |
|---|---|
| H | HOOD |
| HB | HOSE BIB |
| HC | HANDICAPPED |
| HD | HUB DRAIN |
| HDG | HEAVY DUTY GRAB BAR |
| HDWR | HARDWARE |
| HDR | HEADER |
| HM | HOLLOW METAL |
| HORIZ, HORZ (H) | HORIZONTAL |
| HP | HORSEPOWER |
| HPE | HIGH POINT ELEVATION |
| HR | HOUR |
| HSB | HIGH STRENGTH BOLTS |
| HSS | HOLLOW STEEL SECTION |
| HT | HEIGHT |
| HW | HOT WATER |
| HW, WHS | HOT WATER SUPPLY |
| HWH | HOT WATER HEATER |

| I | |
|---|---|
| ID | INSIDE DIMENSION |
| IE | INVERT ELEVATION |
| IG | INSULATING GLASS |
| IN | INCHES |
| INC | INCANDESCENT |
| INT | INTERIOR |
| INSUL | INSULATION, INSULATING |
| INV | INVERT |
| IPS | INTERIOR PAINT SYSTEM |

| J | |
|---|---|
| JST (J) | JOIST |
| JG | JOIST GIRDER |
| JB | JUNCTION BOX |
| JC | JANITOR CLOSET |
| JH | JOIST HANGER |
| JT | JOINT |

| K | |
|---|---|
| K | KIP (1000 LBS) |
| KS | KING STUDS |
| KJ | KEY JOINT |

| L | |
|---|---|
| L | ANGLE |
| LVR | LOUVER |
| LAM | LAMINATE |
| LB | POUND |
| LL | LIVE LOAD |
| LLH | LONG LEG HORIZONTAL |
| LS | LAG SCREW |
| LIB | LIBRARY |
| LLV | LONG LEG VERTICAL |
| LN | LINE |
| LSD | LIQUID SOAP DISPENSER |
| LF | LINEAR FOOT |
| LG (L) | LENGTH |
| LT WT | LIGHT WEIGHT |
| LWC | LIGHT WEIGHT CONCRETE |
| LVL | MICROLLAM (LAMINATED VENEER LUMBER) |
| LSL | TIMBERSTRAND (LAMINATED STRAND LUMBER) |

| M | |
|---|---|
| M | MOTOR |
| MAINT | MAINTENANCE |
| MAS | MASONRY |
| MAX | MAXIMUM |
| MB | MACHINE BOLT |
| MD | MANUAL DAMPER |
| MECH | MECHANICAL |
| MFR | MANUFACTURER |
| MGR | MANAGER |
| MH | MANHOLE |
| MID | MIDDLE |
| MIN | MINIMUM |
| MISC | MISCELLANEOUS |
| MM | MILLIMETER |
| MOD | MOTOR OPERATED DOOR |
| MO | MASONRY OPENING |
| MPH | MILES PER HOUR |
| MTL | METAL |
| MTD | MOUNTED |

| N | |
|---|---|
| N | NEUTRAL |
| NA | NOT APPLICABLE |
| NEG | NEGATIVE |
| NIC | NOT IN CONTRACT |
| NO | NUMBER |
| NS | NEAR SIDE |
| NTS | NOT TO SCALE |
| NWC | NORMAL WEIGHT CONCRETE |

| O | |
|---|---|
| OA | OUTSIDE AIR |
| OC | ON CENTER |
| OD | OUTSIDE DIMENSION |
| OFF | OFFICER, OFFICE |
| OH | OVERHEAD/OPPOSITE HAND |
| OPNG | OPENING |
| OPP | OPPOSITE |

| P | |
|---|---|
| P | PHASE |
| PA | PUBLIC ADDRESS |
| PAR | PARALLEL |
| PEN | PENETRATION |
| PERP | PERPENDICULAR |
| PIU | POWER INDUCTION UNIT |
| PIV | POST INDICATOR VALVE |
| PL | PLATE |
| PLAM | PLASTIC LAMINATE |
| PLYWD | PLYWOOD |
| PNL | PANEL |
| POS | POSITIVE |
| PP | PARTIAL PENETRATION |
| PR | PAIR |
| PREFAB | PREFABRICATED |
| PREFIN, PF | PRE FINISHED |
| PRI | PRIMARY |
| PRV | PRESSURE REDUCING VALVE |
| PSI | POUNDS PER SQUARE INCH |
| PSF | POUND-FORCE PER SQUARE FOOT |
| PSL | PARALLEL STRAND LUMBER (PARALLAM) |
| PT | PRESSURE TREATED / POST TENSION |
| PVMT | PAVEMENT |

| Q | |
|---|---|
| QA | QUALITY ASSURANCE |

| R | |
|---|---|
| R | RADIUS |
| RA | RETURN AIR |
| RB | RUBBER BASE |
| RCP | REINFORCED CONCRETE PIPE/ REFLECTED CEILING PLAN |
| RD | ROOF DRAIN |
| REINF | REINFORCED |
| REQD | REQUIRED |
| RWHS | ROUND HEAD WOOD SCREWS |
| RL | RAIN LEADER |
| RM | ROOM |
| RTU | ROOF TOP UNIT |
| RV | ROOF VENT |

| S | |
|---|---|
| SA | SUPPLY AIR |
| SCHED, SCH | SCHEDULE |
| SD | STORM DRAIN |
| SEC | SECONDARY |
| SF | SUPPLY FAN/ SQUARE FEET |
| SGL | SINGLE |
| SH, SHT | SHEET |
| SHG, SHTG | SHEATHING |
| SIM | SIMILAR |
| SMS | SHEET METAL SCREWS |
| SOG | SLAB ON GRADE |
| SQ | SQUARE |
| SP | SPRINKLER LINE |
| SPCL | SPECIAL |
| SR | SHOWER ROD |
| SS | SANITARY SEWER LINE/ STAINLESS STEEL |
| STA | STATION |
| STAG | STAGGERED |
| STD | STANDARD |
| STIFF, STFN | STIFFENER |
| STL, ST | STEEL |
| STOR | STORAGE |
| STRCT, STRUCT | STRUCTURE, STRUCTURAL |
| SYM | SYMMETRICAL |

| T | |
|---|---|
| T, TEL | TELEPHONE |
| TBM | TEMPORARY BENCH MARK |
| TCA | TILE COUNCIL OF AMERICA |
| TECH | TECHNICAL |
| TEMP | TEMPERATURE/ TEMPORARY |
| TOB | TOP OF BLOCK |
| TOC | TOP OF CONCRETE/ TOP OF CURB |
| TOF | TOP OF FRAMING / TOP OF FOOTING |
| TOM | TOP OF MASONRY |
| TOP | TOP OF PARAPET / TOP OF PLYWOOD |
| TOS | TOP OF STEEL / TOP OF SLAB |
| TN | TOE NAIL |
| TP | TOILET PARTITION |
| TSTAT | THERMOSTAT |
| TTD | TOILET TISSUE DISPENSER |
| TYP | TYPICAL |
| T&B | TOP AND BOTTOM |
| T&G | TONGUE AND GROOVE |

| U | |
|---|---|
| UH | UNIT HEATER |
| UNO | UNLESS NOTED OTHERWISE |
| US | URINAL SCREEN |
| UTIL | UTILITY |

| V | |
|---|---|
| V | VENT |
| VC | RESILIENT VINYL |
| VCT | VINYL COMPOSITION TILE |
| VEND | VENDING |
| VERT | VERTICAL |
| VEST | VESTIBULE |
| VTR | VENT THROUGH ROOF |
| VWC | VINYL WALL COVERING |

| W | |
|---|---|
| W | WATER |
| W/ | WITH |
| W/O | WITH OUT |
| WC | WATER CLOSET |
| WCO | WALL CLEANOUT |
| WD | WOOD |
| WF | WIDE FLANGE |
| WH | WALL HYDRANT |
| WHSE | WAREHOUSE |
| WP | WEATHERPROOF / WORKING POINT |
| WRGB | WATER RESISTANT GYPSUM BOARD |
| WSTRIP (WS) | WEATHERSTRIP |
| WWF | WELDED WIRE FABRIC |

| SYMBOLS | |
|---|---|
| # | NUMBER OR POUNDS |
| ø | DIAMETER OR ROUND |
| ± | PLUS OR MINUS |
| & | AND |
| ∠ | ANGLE |

# ARCHITECTURAL GENERAL NOTES

1. ALL PERSONS OR ENTITIES PROVIDING SERVICES SHALL BE LICENSED IN THE JURISDICTION OF THE WORK, AS REQUIRED BY LAW. LICENSES SHALL REMAIN VALID THROUGHOUT THE PERIOD OF THEIR PERFORMANCE.
2. ALL WORK OF THE CONTRACTOR SHALL CONFORM TO THE APPLICABLE BUILDING CODES AND COMPLY WITH ALL THE GOVERNING LAWS, CODES, ORDINANCES, RULES, REGULATIONS AND REQUIREMENTS OF THE CITY, COUNTY, STATE AND FEDERAL JURISDICTIONS AND PRIVATE AGENCIES HAVING JURISDICTION OVER THE WORK. CONTRACTORS AND SUPPLIERS SHALL BE INDIVIDUALLY RESPONSIBLE THAT ANY ITEM, MATERIAL OR DEVICE PROVIDED OR INSTALLED IN THE WORK IS IN FULL COMPLIANCE WITH THE ABOVE.
3. WHENEVER THE WORD CONTRACTOR IS USED IT SHALL MEAN THE GENERAL CONTRACTOR ALONG WITH ANY SUBCONTRACTOR, SUB-SUBCONTRACTOR, OR SUPPLIER ENGAGED BY THE CONTRACTOR FOR CERTAIN PORTIONS OF THE WORK.
4. COMPLY WITH SPECIFIED STANDARDS AS MINIMUM QUALITY FOR THE WORK EXCEPT WHERE MORE STRINGENT TOLERANCES, CODES OR SPECIFIED REQUIREMENTS INDICATE HIGHER STANDARDS OR MORE PRECISE WORKMANSHIP.
5. IF CONTRACTOR PERFORMS WORK KNOWING IT TO BE CONTRARY TO LAWS STATUES, ORDINANCES, BUILDING CODES, AND RULES AND REGULATIONS WITHOUT SUCH NOTICE TO ARCHITECT, OR TO THE LOCAL INSPECTING JURISDICTION THE CONTRACTOR SHALL ASSUME FULL RESPONSIBILITY FOR SUCH WORK AND SHALL BEAR THE ATTRIBUTABLE COSTS FOR REPLACEMENT INCLUDING EXPOSING THE WORK FOR INSPECTION.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR COMPLYING WITH ALL SAFETY PRECAUTIONS AND THE METHODS, TECHNIQUES, SEQUENCES OR PROCEDURES REQUIRED TO SAFELY PERFORM THE WORK.
7. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATION OF THE WORK BETWEEN DIFFERENT TRADES AND THE WORK OR INSTALLATION FOR EQUIPMENT SUPPLIED BY THE OWNER.
8. WORK TO BE PERFORMED BY PERSONS QUALIFIED TO PRODUCE WORKMANSHIP OF SPECIFIED QUALITY.
9. THE CONTRACTOR SHALL CAREFULLY STUDY AND COMPARE THE CONTRACT DOCUMENTS PRIOR TO COMMENCEMENT OF THE WORK AND SHALL AT ONCE REPORT TO THE ARCHITECT ANY ERROR, INCONSISTENCY OR OMISSION THAT MAY BE DISCOVERED.
10. PRIOR TO COMMENCEMENT OF THE WORK, THE CONTRACTOR SHALL CAREFULLY EXAMINE THE SITE OF THE WORK AND VERIFY GRADE ELEVATIONS, UTILITIES AND OTHER EXISTING CONDITIONS. LOCATE ALL REFERENCE DATA FOR PROPERTY LINES AND GRADE ELEVATIONS AND PROTECT AGAINST THEIR DISLOCATION OR DESTRUCTION. ALL INCONSISTENCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT BEFORE PROCEEDING WITH THE WORK.
11. LOCATE AND LAYOUT BY INSTRUMENTATION AND SIMILAR APPROPRIATE MEANS, ELEVATIONS, LINES AND LEVELS.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL CUTTING, FITTING, OR PATCHING THAT MAY BE REQUIRED TO COMPLETE THE WORK.
13. SECURE PRODUCTS IN PLACE WITH POSITIVE ANCHORAGE DEVICES DESIGNED AND SIZED TO WITHSTAND STRESSES, VIBRATION, PHYSICAL DISTORTION, OR DISFIGUREMENT.
14. THE CONTRACTOR SHALL VERIFY ALL ROUGH-IN DIMENSIONS (HORIZONTAL AND VERTICAL) FOR ALL EQUIPMENT, COMPONENTS, DOORS, WINDOWS, AND CASEWORK PROVIDED IN THE CONTRACT DOCUMENTS PRIOR TO COMMENCEMENT OF THE WORK AND SHALL VERIFY WITH THE ARCHITECT THE SIZE SHAPE AND UTILITY REQUIREMENTS OF EQUIPMENT, PROVIDED BY OTHERS.
15. DETAILS ARE INTENDED TO SHOW THE INTENT OF THE DESIGN. MINOR MODIFICATIONS MAY BE REQUIRED TO SUIT THE FIELD CONDITIONS OR DIMENSIONS AND SUCH MODIFICATIONS SHALL BE PERFORMED AS A PART OF THE WORK OF THE CONTRACT .
16. WITHIN 10 DAYS OF NOTICE TO PROCEED, SUBMIT TO THE ARCHITECT FOR APPROVAL A SUBMITTAL SCHEDULE LISTING ALL SHOP DRAWING, SAMPLE, AND PRODUCT DATA SUBMITTAL DATES, REVIEW PERIODS, AND DATES ARCHITECT'S REVIEWED SUBMITTALS WILL BE REQUIRED.
17. PERFORM NO PORTION OF THE WORK REQUIRING SUBMITTAL AND REVIEW OF SHOP DRAWINGS, PRODUCT DATA, OR SIMILAR SUBMITTALS UNTIL THE RESPECTIVE SUBMITTAL HAS BEEN APPROVED BY ARCHITECT. SUCH WORK WILL BE IN ACCORDANCE WITH APPROVED SUBMITTALS.
18. THE CONTRACTOR SHALL PROVIDE TEMPORARY BRACING FOR BUILDING COMPONENTS UNTIL ALL FINAL CONNECTIONS HAVE BEEN COMPLETED IN ACCORDANCE WITH THE PLANS. IF TEMPORARY BRACING OR ATTACHMENTS REQUIRE ENGINEERING, THE CONTRACTOR SHALL RETAIN A PROFESSIONAL ENGINEER IN THE JURISDICTION OF THE WORK AT THE CONTRACTOR'S SOLE EXPENSE.
19. ALL WORK SHALL BE IN ACCORDANCE WITH THESE DOCUMENTS. SUBMIT RFI (REQUEST FOR INFORMATION) TO ARCHITECT FOR ADDITIONAL INFORMATION AND CLARIFICATION OF INTENT OF CONTRACT DOCUMENTS.
20. DO NOT SCALE DRAWINGS. WRITTEN DIMENSIONS TAKE PRECEDENCE OVER SCALED DIMENSIONS.
21. ALL DIMENSIONS ARE TO FACE OF STUD, GRIDLINE, OR FACE OF MASONRY UNLESS NOTED OTHERWISE.
22. PROVIDE SOLID BACKING FOR ALL ATTACHED HARDWARE, WALL AND CEILING MOUNTED EQUIPMENT, SEISMIC RESTRAINTS, CABINETS, BUILT-IN FIXTURES AND RODS AND GRAB BARS.
23. PROVIDE APPROVED FIRE EXTINGUISHERS AS REQUIRED BY FIRE MARSHAL. VERIFY LOCATIONS INDICATED IN PLANS WITH THE FIRE MARSHAL AND THE OWNER'S CONSTRUCTION MANAGER PRIOR TO FRAMING WALLS.
24. THE CONTRACTOR SHALL AT ALL TIMES KEEP THE PREMISES FREE FROM ACCUMULATION OF WASTE MATERIAL OR RUBBISH CAUSED BY THE CONTRACTORS' OPERATIONS UPON COMPLETION OF THE WORK AND BEFORE FINAL PAYMENT IS MADE: SATISFACTORILY DISPOSE OF ALL PLANT, BUILDINGS, RUBBISH, UNUSED MATERIALS, AND OTHER EQUIPMENT AND MATERIALS BELONGING TO CONTRACTOR OR USED IN THE PERFORMANCE OF THE WORK. LEAVE THE PREMISES AND WORK SITE IN A NEAT, CLEAN, AND SAFE CONDITION. EXECUTE FINAL CLEANING PRIOR TO FINAL PROJECT ASSESSMENT.
25. SLOPE ALL WALKS, DRIVEWAYS AND PLAZAS AWAY FROM BUILDING, MIN. 2%.
26. THE CONTRACTOR SHALL BE RESPONSIBLE FOR INSPECTION AND SAMPLING TO DETERMINE IF ASBESTOS CONTAINING MATERIAL (ACM) IS PRESENT AND ASSESS THE CONDITION OF THE MATERIAL. IF ACM IS PRESENT, SELECT AND IMPLEMENT ABATEMENT ACTIONS.

# SYMBOLS LEGEND

BUILDING SECTION/ WALL SECTION INDICATION

1 / A7.1 SIM — SECTION NUMBER — REFERENCE SHEET

ROOF SLOPE INDICATION

12 — RUN
3 — RISE

BUILDING ELEVATION INDICATION

A6.0 1 — ELEVATION NUMBER — REFERENCE SHEET

INTERIOR ELEVATION INDICATION

A6.0 1 — ELEVATION NUMBER — REFERENCE SHEET

DETAIL INDICATION

1 / A2.1 — DETAIL NUMBER — REFERENCE SHEET

ROOM INDICATION

ROOM — NAME OF ROOM USED ON PLAN
100 — ROOM NUMBER USED ON PLAN

DOOR TYPE INDICATION

(100) — DOOR DESIGNATION ON DOOR SCHEDULE

WINDOW TYPE INDICATION

A — WINDOW DESIGNATION SEE WINDOW ELEVATIONS

WALL OR PARTITION TYPE

W1 — WALL TYPE REFERENCED ON WALL & PARTITION SCHEDULE

KEYNOTE

ABCD — KEYNOTE SYMBOL

SPECIAL NOTE

— SPECIAL CONSTRUCTION NOTE OR GENERAL NOTE

REFERENCE NORTH

N

# MATERIAL GRAPHICS

- BATT, BLANKET INSULATION
- RIGID INSULATION
- GYPSUM BOARD
- PLYWOOD
- ACOUSTICAL TILE
- HARD BOARD
- STRUCTURAL STEEL
- CONCRETE BLOCK
- CONCRETE
- WOOD FRAMING (BLOCKING)
- WOOD FRAMING (CONT.)
- FINISHED WOOD
- EARTH (NATURAL)
- GRAVEL

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SEAL:

NOT FOR CONSTRUCTION
PROGRESS PRINT
02/27/2020

ISSUED FOR:
90% REVIEW

PROJECT INFORMATION

# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |

| | |
|---|---|
| DESIGNED/DRAWN | Designer / Author |
| CHECKED | Checker |
| PROJECT NO | 20180054 |
| SCALE | As Noted |
| DATE | 02/27/2020 |

SHEET TITLE

GENERAL NOTES, ABBREVIATIONS, MATERIAL GRAPHICS & SYMBOL LEGEND

SHEET

# A0.1

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## DIVISION 1 - SECTION 01010 GENERAL CONDITIONS

A. PROJECT DRAWINGS INCLUDE ARCHITECTURAL, CIVIL, STRUCTURAL LANDSCAPE, MECHANICAL AND ELECTRICAL WORK. THE CONTRACTOR IS RESPONSIBLE FOR THE WHOLE OF THE WORK AND SHALL COORDINATE THE TRADES WITH THE ARCHITECTURAL AND CIVIL DESIGN INTENT OF THE PROJECT.
B. COMPLY WITH THE LOCAL ADOPTED CODES ON TS-1, AND CURRENT EDITIONS OF INDUSTRY STANDARDS REFERENCED.
C. CONTRACTOR SHALL BE RESPONSIBLE FOR THE SAFETY OF THE BUILDING DURING CONSTRUCTION AND FOR CONSTRUCTION METHODS. PROVIDE SHORING, TEMPORARY BRACING, ETC., AS NECESSARY TO PREVENT OVER-STRESSING DURING CONSTRUCTION, AND TO PROTECT WORKMEN AND PEDESTRIANS. CONTRACTOR SHALL COMPLY WITH ALL NEVADA AND OSHA SAFETY REGULATIONS AND SHALL RETAIN THEIR OWN ENGINEER WHERE REQUIRED.
D. REFER TO CIVIL DRAWINGS FOR LAKE TAHOE SPECIFIC (BMP) WORK: BEST MANAGEMENT PRACTICES.
E. **PROJECT SCHEDULE**
F. ALL WORK UNDER THIS CONTRACT SHALL BE COMPLETED WITHIN TIME FRAME DEFINED BELOW:
   a. MAY 27,2020 PROJECT TO BE AWARDED AT THE BOARD OF TRUSTEES MEETING.
   b. JUNE 10,2020 THE NOTICE TO PROCEED WILL BE ISSUED APPROXIMATELY
   c. AUGUST 17,2020 CONSTRUCTION ACTIVITIES FOR THE PROJECT MAY BEGIN
   d. OCTOBER 15,2020
   PAVING, RETAINING WALLS, FOOTINGS, UTILITY SERVICES, EARTHWORK, STORM DRAIN, AND WINTERIZATION, SHALL BE COMPLETED.
   e. APRIL 21,2021
   BUILDING, DECK, FENCING, OTHER IMPROVEMENTS NOT REQUIRING GRADING SHALL BE COMPLETED AND OPEN TO THE PUBLIC BY APRIL 1, 2021.
   f. MAY 28, 2021 LANDSCAPING AND IRRIGATION SHALL BE COMPLETED.
   g. NO GRADING OR LAND DISTURBANCE SHALL BE PERFORMED BETWEEN OCTOBER 15, AND MAY 1ST OF ANDY YEAR UNLESS SPECIFICALLY APPROVED BY TRPA IN WRITING.
   h. ALLOW PUBLIC ACCESS TO TENNIS CENTER PRO-SHOP AND RESTROOMS UNTIL SEPTEMBER 7, 2020
G. **OWNER/PUBLIC ACCESS**
   a. PUBLIC ACCESS SHALL BE MAINTAINED DURING CONSTRUCTION. PROVIDE ROUTES AROUND THE CONSTRUCTION AREA TO ALLOW PUBLIC/PLAYER ACCESS TO THE TENNIS COURTS. SEE A1.1 FOR CONTRACTOR STAGING AND PUBLIC ACCESS ROUTES.
H. **CONTRACTOR STAGING**
   a. CONTRACTOR MAY STAGE EQUIPMENT AND MATERIALS IN THE PARKING LOT NORTH OF THE TENNIS PATH AS SHOWN ON A1.1.
   b. CONTRACTOR IS SOLEY RESPOSIBLE FOR SECURITY FENCING AND PROTECTION OF ANY EQUIPMENT AND MATERIALS STORED IN THIS LOCATION.
I. **ALTERNATE BID ITEMS**
   a. CONTRACTOR IS REQUESTED TO PROVIDE SEPARATE LINE ITEM BIDS FOR THE FOLLOWING ENHANCED MATERIALS TO BE USED ON THE PROJECT
      - ITEM 1: ALUMINUM RAILING AND POLY CARBONITE GLAZING SEE 14/A8.1
      - ITEM 2: CUT STONE WAINSCOT IN LIEU OF 4X4X16 CMU SEE 5/ A8.1
      - ITEM 3: CERAMIC TILE FLOORING AT RESTROOMS SEE
      - ITEM 4 STAINLESS STEELTOILET PARTITIONS

## DIVISION 1 - SECTION 01500 SPECIAL INSPECTION/MATERIALS TESTING

THIS WORK HAS BEEN DESIGNED WITH MATERIALS THAT REQUIRE SPECIAL INSPECTION AND/OR MATERIALS TESTING. SEE SPECIAL INSPECTION TABLES ON THE STRUCTURAL QUALITY ASSURANCE SHEETS

## DIVISION 2 - SECTION 02200 EARTHWORK

A. STRIP SITE PER SOILS REPORT. CLEAR ALL DEBRIS, PAVING, AND ORGANICS.
B. REMOVE ALL EXISTING LOOSE FILL SCARIFY AND RECOMPACT EXISTING PAD AS NECESSARY.
C. ALL FOOTINGS SHALL BE COMPACTED NATIVE MATERIALS.
D. REMOVE ALL LOOSE SOIL FROM BASE OF FOOTING EXCAVATIONS. SCARIFY AND RECOMPACT.
E. FILL AND BACKFILL SHALL BE REASONABLY WELL GRADED, FREE OF ORGANICS.
F. EXCAVATE AS NECESSARY TO CONSTRUCT IMPROVEMENTS. ALLOW ADEQUATE SPACE TO CONSTRUCT AND REMOVE FORMS.
G. AFTER EXCAVATION OF FOOTINGS IS COMPLETE, MOISTURE CONDITION AND RECOMPACT ENGINEERED FILL TO 95% OF MAXIMUM DRY DENSITY PER ASTM D 1557.
H. BACKFILL SHALL BE REASONABLY WELL GRADED, AND FREE OF ORGANICS.
I. PLACE FILL AND BACKFILL IN UNIFORM HORIZONTAL LIFTS OF 8" LOOSE THICKNESS. COMPACT IN ACCORDANCE WITH ASTM D 1557 TO 95% OF MAXIMUM DRY DENSITY WITHIN THE BUILDING AND 90% OUTSIDE THE BUILDING.
J. INTERIOR CONCRETE SLABS ON GRADE SHALL BE UNDERLAIN BY 6" OF TYPE II AGGREGATE BASE. COMPACT BASE TO 95% OF MAXIMUM DRY DENSITY.
K. TRENCHING AND BACKFILL FOR UTILITIES SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS, SOILS REPORT, AND LOCAL ORDINANCES.
L. MAINTAIN TEMPORARY DRAINAGE ROUTES TO KEEP SURFACE WATER OUT OF EXCAVATIONS. PUMP FOOTING EXCAVATIONS IF WATER ACCUMULATES.
M. COMPLY WITH LOCAL ORDINANCES FOR DUST CONTROL.

## DIVISION 2 - SECTION 024100 DEMOLITION

A. SCHEDULE A PREDEMOLITION MEETING WITH SUB-CONTRACTORS, THE OWNER'S REPRESENTATIVE AND THE ARCHITECT 3 WORK DAYS PRIOR TO STARTING DEMOLITION ACTIVITIES.
B. TO THE GREATEST EXTENT POSSIBLE MAINTAIN UTILITES AND HVAC SERVICES TO THE EXISTING BUILDING AND OCCUPANTS DURING DEMOLITION.
C. VERIFY THAT NO ASBESTOS CONTAINING OR LEAD BASED PAINT MATERIALS ARE PRESENT AND REQUIRE ADDITIONAL ABATEMENT.
D. PROVIDE ASBESTOS ABATEMENT BY A LICENSED ACM ABATEMENT CONTRACTOR.
E. USE EQUIPMENT AND TECHNIQUES APPROPRIATE TO THE WORK UNDERTAKEN.
F. INSTALL LAKE TAHOE AREA TEMPORARY BMP'S PRIOR TO THE START OF ANY EXTERIOR DEMOLITION WORK.
G. PROVIDE TEMPORARY SUPPORT TO EXISTING STRUCTURES RELATED TO THE DEMO'D AREAS.
H. MAINTAIN SAFE EXITING FOR THE BUILDING OCCUPANTS DURING DEMOLTIN ACTIVITIES.
I. LOCATE AND TERMINATE OR SAFE-OFF POWER, DATA, TELEPHONE, WATER, GAS OR SEWER CONNECTIONS ADJACENT TO OR DIRECTLY AFFECTED BY THE DEMOLTION ACTIVITIES.
J. PROVIDE OWNER WITH A LIST OF POSSIBLE SALVAGE ITEMS FOR OWNERS USE.
K. PROTECT ADJACENT FINISHES AND SITE ELEMENTS FROM DAMAGE.
L. PROVIDE SOUND AND DUST ISOLATION FROM AREAS OF THE EXISTING BUILDING THAT REMAIN OCCUPIED AND IN USE DURING DEMOLITION.
M. PROVIDE TEMPORARY WEATHER PROTECTION TO NEW OPENINGS EXPOSED TO EXTERIOR.
N. REMOVE ALL DEMOLITION DEBRIS ACCUMULATED DURING A DAY OF WORK.
O. PROVIDE A COVERED DEBRIS DUMPSTER ON SITE.
P. LEGALLY DISPOSE OF ALL DEMOLTION MATERIALS TO THE APPROPRIATE LOCATIONS
   1. PAY ALL ASSOCIATED DISPOSAL FEES
Q. PROVIDE SAFETY TAPE AND PHYSICAL BARRIERS TO PREVENT ACCIDENTAL ACCESS TO THE DEMOLITION AREAS DURING WORK HOURS AND AFTER.

## DIVISION 3 - SECTION 03100 CONCRETE FORMWORK

A. DESIGN FORMS AS RECOMMENDED IN ACI 347. CONSTRUCT FORMS OF ADEQUATE STRENGTH AND STIFFNESS TO OBTAIN REQUIRED FINISHED CONCRETE SURFACE AND LINE TOLERANCES. FORMS SHALL BE TIGHT ENOUGH TO PREVENT LEAKAGE OF MORTAR FINES.
B. USE NEW OR PROPERLY CLEANED USED FORM MATERIALS.
C. REMOVE ALL DIRT, CHIPS, SAWDUST, RUBBISH, WATER OR ICE FROM FORM PRIOR TO PLACEMENT OF CONCRETE.
D. COMPLY WITH THE REQUIREMENTS FOR CURING AND SUPPORT OF CONCRETE PRIOR TO STRIPPING OF FORMS.
E. FORMWORK TOLERANCES:
   1. SLAB ON GRADE THICKNESS: PLUS 1/2", MINUS 1/4"
   2. SLAB SURFACE ELEVATION: WITHIN 1/4" OF ELEVATION SHOWN
   3. SLAB SURFACE FINISH: SEE SECTION 03300.
   4. ALL OTHER: 1/4" IN 10 FEET AND 1/2" OVERALL, EXCEPT VISIBLE LINES SHALL APPEAR STRAIGHT, TRUE AND FREE FROM SUDDEN TRANSITIONS, FORM FACING DEFLECTION LESS THAN L/240.

## DIVISION3 - SECTION 03200 CONCRETE REINFORCEMENT

A. REINFORCING SHALL BE ASTM A 615, GRADE 60. LAP SPLICES PER DRAWINGS AND TIGHTLY WIRE IN PLACE. ALL REINFORCING TO BE WELDED SHALL CONFORM TO ASTM A706 AND WELDING SHALL CONFORM TO AWS D1.4.
B. SECURE REINFORCING IN PLACE WITH CHAIRS, TIES, OR DOBIES AS RECOMMENDED IN CRSI MANUAL OF STANDARD PRACTICES.
C. CHAIRS FOR TILT-UP AND PRECAST CONCRETE SHALL BE STAINLESS STEEL, PLASTIC, OR PLASTIC TIPPED.

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## DIVISION 3 - SECTION 03300 CAST-IN-PLACE CONCRETE

A. CONCRETE MIX DESIGN IN ACCORDANCE WITH ASTM C94 SHALL BE AS SHOWN ON DRAWINGS.
B. CONCRETE SHALL BE PLACED AT THE MINIMUM PRACTICAL SLUMP NOT EXCEEDING THE SPECIFIED MAXIMUM DESIGN SLUMP. IF ADDITIONAL WORKABILITY AND SLUMP IS DESIRED, IT MAY BE OBTAINED WITH APPROVED ADMIXTURES WHICH DO NOT INCREASE WATER CONTENT OR SHRINKAGE OF SPECIFIED MIXES.
C. GROUT AND DRY PACK FOR STEEL BASE PLATES TO BE "EUCLID N-S GROUT" OR "EUCLID HIGH FLOW GROUT" MIXED AND PLACED IN ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS.
D. CLEAN AND ROUGHEN CONSTRUCTION JOINTS AND WET FORMS AND SUB-GRADE PRIOR TO PLACING CONCRETE.
E. PLACE CONCRETE USING METHODS WHICH AVOID SEGREGATION. MECHANICALLY VIBRATE ALL CONCRETE TO CONSOLIDATE IT IN FORMS.
F. CONCRETE FINISHES:
   1. INTERIOR FLOORS - SCREED TO AN EVEN LEVEL PLANE, FLOAT AND STEEL TROWEL TO A SMOOTH DENSE, HARD FINISH.
   2. EXTERIOR SLABS, WALKS, ETC. - AS ABOVE EXCEPT FOLLOWED WITH A MEDIUM BROOM FINISH PERPENDICULAR TO TRAFFIC UNLESS NOTED OTHERWISE ON ARCHITECTURAL OR CIVIL DRAWINGS.
   3. EXPOSED FORMED SURFACES - IMMEDIATELY AFTER FORMS ARE REMOVED, REMOVE SURFACE PROJECTIONS AND SACK AND PATCH ALL SURFACE DEFECTS.
   4. FORMED SURFACES NOT EXPOSED - STRIP FORMS, PATCH LARGE HOLES OR DEFECTS.
   5. ALL EXPOSED CONCRETE EDGES SHALL BE CHAMFERED 3/4" OR TOOLED TO A 1/2" RADIUS.
G. TOLERANCES: SLAB SURFACES SHALL MEET THE FOLLOWING REQUIREMENTS PER ASTM E1155-87:
   1. SITE FLATWORK: FF GREATER THAN OR EQUAL TO 20, FL GREATER THAN OR EQUAL TO 15.
   2. INTERIOR SLABS-ON-GRADE: FF GREATER THAN OR EQUAL TO 35, FL GREATER THAN OR EQUAL TO 30.
H. CONCRETE CURING:
   1. FRESHLY DEPOSITED CONCRETE SHALL BE PROTECTED FROM PREMATURE DRYING AND EXCESSIVE HOT OR COLD TEMPERATURES FOR A MINIMUM OF 5 DAYS.
   2. INTERIOR SLABS - SEE SPECIFICATIONS.
   3. EXTERIOR CONCRETE - APPLY 1 COAT OF EUCLID "KUREZ-DR" CURING COMPOUND AS SOON AS POSSIBLE AFTER FINISHING.
   4. REAPPLY CURING COMPOUND TO SAWCUT JOINTS IMMEDIATELY AFTER CUTTING IF MEMBRANE IS APPLIED PRIOR TO CUTTING.
I. WEATHER PROTECTION:
   1. IN HOT WEATHER, FOLLOW "RECOMMENDED PRACTICE FOR HOT WEATHER CONCRETING", ACI 305. WHEN COMBINED EFFECTS OF RELATIVE HUMIDITY, CONCRETE, TEMPERATURE AND WIND RESULT IN A SURFACE EVAPORATION RATE IN EXCESS OF 0.2 LB./SQ. FT./HR. PROVIDE WIND BREAKS, FOGGING, COOLING, EVAPORATION RETARDANT, ETC., AS NECESSARY TO PREVENT PLASTIC SHRINKAGE CRACKING OF CONCRETE SURFACES.
   2. IN COLD WEATHER, FOLLOW "RECOMMENDED PRACTICE FOR COLD WEATHER CONCRETING", ACI 306
J. DEFECTIVE WORK:
   1. SLABS COVERED WITH CARPET OR VINYL TILE - FILE ALL CRACKS WITH CEMENT MORTAR, GRIND ALL EDGE CURL AND GRIND OR FILL WITH FLOOR STONE ANY SURFACE IRREGULARITIES.
   2. SLABS EXPOSED TO VIEW AS FINISHED FLOOR:
      - HAIRLINE CRACKS LESS THAN 1/16" WIDE: NO REPAIR REQUIRED.
      - CRACKS LESS THAN 1/4" WIDE: FILL WITH CEMENT MORTAR FLUSH WITH THE SURFACE.
      - CRACKS MORE THAN 1/4" WIDE: REPLACE SLAB SECTION.
      - SLAB CURL OR HIGH SPOTS: GRIND FLUSH AND RESTORE SURFACE COLOR AND TEXTURE WITH EPOXY MORTAR.
      - SLAB DEPRESSIONS: FILL WITH EPOXY MORTAR TO MATCH ADJACENT AREAS.
K. EPOXY BONDING, PATCHING AND ANCHORS - USE THE FOLLOWING MATERIALS AND PROCEDURES WHERE EPOXY MATERIALS ARE CALLED FOR:
   1. PREPARE SURFACES BY CLEANING, CHIPPING, BUSHHAMMER OR SANDBLAST AS NECESSARY TO ROUGHENED SURFACE; REMOVE LAITANCE, AND EXPOSE AGGREGATE. CLEAN STEEL SURFACES.
   2. PRIME SURFACES WITH "EUCO" #352 OR EQUAL. THIN PER MANUFACTURER'S RECOMMENDATIONS AND APPLY A 10-MIL LAYER USING A STIFF BRUSH. ALLOW 30 MINUTES FOR VOLATILES TO DRY, THEN PLACE CONCRETE WITHIN 1-1/2 HOURS. REPRIME IF TIME LIMIT IS EXCEEDED.
   3. PATCH SURFACES BY PREPARING AS ABOVE AND THEN TROWEL APPLYING "EUCO" #456 EPOXY MORTAR. FOLLOW MANUFACTURER'S RECOMMENDATIONS FOR APPLICATIONS AND AGGREGATE FILLERS.
   4. EPOXY ANCHORS AND REBAR SHALL BE INSTALLED WITH SIMPSON ET EPOXY PER PLANS AND DETAILS UNLESS NOTED OTHERWISE. INSTALL IN ACCORDANCE WITH ALL MANUFACTURER'S RECOMMENDATION AND ICBO REPORT #ER-4945.
L. ALL CONDUIT PLACED AT SLABS-ON-GRADE SHALL BE PLACED IN THE BASE MATERIALS AND NOT IN THE SLAB.
M. CLEAN UP: LEAVE CONCRETE SURFACES BROOM CLEAN. REMOVE ALL DEBRIS FROM CONCRETE WORK FROM THE SITE.

## DIVISION 3 - CONCRETE POST INSTALLED ANCHORS

A. FOLLOW MANUFACTURER'S INSTRUCTIONS FOR DRILLING, MIXING, INSTALLING, AND CURING. SPECIAL INSPECTOR TO VERIFY DRILL BIT, HOLE SIZE AND CLEANLINESS, AND VERIFY MIXING AND INSTALLATION.
B. ANCHORS SHALL BE OF THE SIZE AND TYPE SHOWN ON THE DRAWINGS. ANCHOR MATERIAL TO BE CARBON STEEL (ASTM 307) UNLESS NOTED OTHERWISE.

## DIVISION 4 - SECTION 04200 UNIT MASONRY OR CUT STONE

A. MASONRY IS 4X4X16 SOLID UNITS IN COLOR 045 (BASALITE, NEVADA) A USING GROUND FACE (20%), SPLIT FACE (60%), AND PRECISION FACE (20%) PROPORTION OF TEXTURES.
B. INSPECT SURFACES TO RECEIVE MASONRY. DO NOT PROCEED UNTIL ANY DEFICIENCIES HAVE BEEN CORRECTED. VERIFY LINES, LEVELS AND REINFORCING.
C. HAVE MASONRY UNITS FOR THIS JOB MARKED, SAMPLED, TESTED AND CERTIFIED BY THE TESTING LABORATORY PRIOR TO DELIVERY TO THE SITE. PROTECT STORED UNITS FROM MOISTURE, REDRY AND RETEST ANY UNITS WHICH HAVE BECOME WET.
D. SEE TABLE BELOW FOR MORTAR, GROUT, AND MASONRY UNIT PROPERTIES. MASONRY DESIGN STRENGTH IS Fm - 1500 PSI. SEE DRAWINGS FOR UNIT SIZES AND CONFIGURATIONS REQUIRED. SEE ARCHITECTURAL DRAWINGS FOR COLOR AND SURFACE FINISHES REQUIRED.
E. WHERE MASONRY UNITS ARE COLORED, TINT MORTAR TO MATCH.
F. MORTAR MATERIALS SHALL BE FREE OF SOLUBLE SALTS TO PREVENT EFFLORESCENCE.
G. INSTALL CORRUGATED WALL TIES AT 8" VERITCAL AND 16" HORIZONTAL FOR SOLID CMU INSTALLATION. SECURE TO SOLID STUD BACKING
H. LAY BLOCK IN RUNNING BOND UNLESS OTHERWISE SHOWN. SET UNITS PLUMB, TRUE TO LINE AND LEVEL. LAY UNITS IN FULL SHOVED HEAD AND BED JOINTS OF 3/8" THICKNESS. AFTER MORTAR SETS, STRIKE OFF EXCESS FLUSH WITH FACE.
I. JOINTS: WHEN THUMB-PRINT HARD, TOOL ALL JOINTS LIGHTLY AS "WEATHERED JOINTS". TOOL SMOOTH TO OBTAIN A DENSE UNIFORM JOINT. CLEAN MORTAR FINS.
J. PLACE REINFORCING AS SHOWN. SECURE TO PREVENT DISPLACEMENT DURING GROUTING. WIRE VERTICALS TO HORIZONTALS AT 4' MAXIMUM ON CENTER. PROVIDE SPACERS OR SPIDERS MAXIMUM AT 200 BAR DIAMETERS ON CENTER.
K. DRY BRUSH EXPOSED MASONRY AFTER MORTAR HAS SET. LEAVE SURROUNDING WORK CLEAN AND REMOVE DEBRIS FROM THE SITE.
L. PROTECT MASONRY WORK AS REQUIRED BY SPECIFICATIONS FOR COLD WEATHER OR HOT WEATHER CONDITIONS; AND MOISTURE.
M. FINISH CMU WITH LIGHT SAND BLAST.
N. SEAL CMU WITH (2) FLOOD COATS OF HIGH QUALITY SILANE /SILOXANE PENTRATING SEALER.
O. **BID ALTERNATE #1** CUT STONE: 6-12" MINUS X 3" THINK NATIVE STONE TO MATCH INCLINE FIRE STATION 11, INCLINE VILLAGE, NV. SEE DETAILS FOR ASSEMBLY

| ITEM | CODE | STRENGTH | AGGREGATE |
|---|---|---|---|
| MASONRY UNITS | ASTM C 90 GRADE N-1 | 1900 psi | LIGHTWEIGHT, MAX DRY LOOSE BULK DENSITY 65 pcf |
| MORTAR | ASTM C 270 TYPE S | 1800 psi | CLEAN SHARP SAND |
| GROUT | ASTM C 476 | 2000 psi | 4"x4"x16" BLOCK COARSE, FINE, BASALITE COLOR 045 |

## DIVISION 6 - SECTION 06 10 00 ROUGH CARPENTRY

A. ALL FRAMING LUMBER SHALL BE DOUGLAS FIR LARCH WITH A MOISTURE CONTENT NOT EXCEEDING 19% AT THE TIME OF INSTALLATION. PLATES SHALL BE NO. 2 AND BETTER; STUDS, BEAMS, POSTS, JOISTS AND HEADERS SHALL BE NO. 1 AND BETTER, U.N.O.
B. PLATES ATTACHED TO CONCRETE OR MASONRY AT GRADE SHALL BE PRESSURE TREATED WITH A WOOD PRESERVATIVE SUCH AS KOPPERS "WOLMANIZE". CONNECTORS FOR PRESSURE TREATED LUMBER SHALL BE HOT-DIPPED GALVANIZED OR STAINLESS STEEL.
C. BOLTS AND METAL FABRICATION FOR CONNECTION OF ROUGH FRAMING MEMBERS SHALL BE FABRICATED AND DETAILED IN ACCORDANCE WITH SECTION 05100 ABOVE.
D. NAILING SHALL BE IN ACCORDANCE WITH IBC MINIMUM NAILING SCHEDULE WHERE NOT OTHERWISE SHOWN ON THE DRAWINGS.
E. PROVIDE SIMPSON OR EQUAL FRAMING CONNECTORS WHERE SHOWN ON THE DRAWINGS. INSTALL IN STRICT ACCORDANCE WITH MANUFACTURER'S RECOMMENDATIONS USING MANUFACTURER'S RECOMMENDED NAILS OR BOLTS TO OBTAIN THE FULL ICBO RATED LOAD CAPACITY.]
F. BOLTS SHALL CONFORM TO ASTM A307 WITH STANDARD CUT WASHERS WHERE HEAD OR NUT BEARS ON WOOD.
G. CUT FRAMING MEMBERS SQUARE AND TO ACCURATE LENGTH TO OBTAIN FULL BEARING AT JOINTS. ERECT PLUMB AND LEVEL AND TO ACCURATE LINE. BOLT HOLES SHALL BE 1/16" LARGER THAN BOLTS AND SHALL BE ACCURATELY DRILLED. SELECT MEMBERS SO THAT KNOTS OR DEFECTS DO NOT OCCUR AT NAIL OR BOLT LOCATIONS.
H. PLYWOOD SHALL CONFORM STRUCTURALLY TO THE APA STANDARDS, AND TO U.S. PRODUCT STANDARD PS-1. ALL PIECES SHALL BE GRADE STAMPED.
I. PROVIDE BLOCKING AND BACKING FOR ATTACHMENT OF DOOR FRAMES, CABINETS, FIXTURES, AND ARCHITECTURAL ITEMS WHERE REQUIRED.

## DIVISION 6 - SECTION 06 73 00 COMPOSITE DECKING

A. COMPOSITE DECKING EQUAL TO TREX 2"X6" SQUARE EDGE
   1. TREX TRANSEND TROPICALS (ISLAND MIST OR HAVANNA GOLD)
   2. TREX TRANSCEND SELECT (PEBBLE GRAY OR SADDLE)
   3. TIMBERTECH VINTAGE MAX (COASTLINE)
   4. TIMBERTECH HARVEST MAX ( SLATE GRAY)
B. INSECT NETTING: BLACK, METAL BASED NETTING X 4ft WIDTHS
   1. STAPLE IN PLACE 12" O.C.
   2. 3" LAP
C. STORE IN LOCATION TO PREVENT WARPING
D. STOCK MATERIAL TO NOT OVERLOAD THE DECK STRUCTURE
E. USE INVISIBLE ANCHOR SYSTEMS
   1. TIGER-CLAW ANCHORS
   2. NATIONAL NAIL CAMO EDGE DECK FASTENEING SYSTEM
   3. ROUTER WITH SLOT CUTTER & ANCHOR USING EB-TY (SIMPSON STRONG-TIE)
   4. APPROVED EQUAL
   5. USE ONLY COMPOSITE DECK SCREWS
      A. COLOR MATCH EXPOSED SCREWS WHEN POSSIBLE
F. STARTER BOARDS WITH EXPOSED FASTENERS ARE APPROVED
G. WIDTH TO WIDTH MIN 1/4" GAP EXPOSURE BETWEEN BOARDS FOR THERMAL MOVEMENT
H. END TO END GAP 1/8" MIN
I. APPLY INSECT NETTING PRIOR TO DECKING WITH.
J. PROVIDE HEADER BOARDS AT STAIRS AND CONCRETE TRANSITIONS
K. FOLLOW MANUFACTURERS WRITTEN DISTRUCTIONS FOR NUMBER FOR NUMBER OF FASTENERS, LAYOUT, STARTER BOARDS, ETC

## DIVISION 6 SECTION 06 41 00 PLASTIC LAMINATE FACED CABINETRY

CABINETRY SHALL MEET AWI 'CUSTOM' GRADE SPECIFICAITON
A. SEE DIV 6 SOLID SURFACE TOPS AND SILLS
B. SEE DIV 12 STAINLESS STEEL COUNTERTOPS
C. FACE FRAME: FLUSH REVEAL OVERLAY STYLE U.N.O W/ ABS/PVC EDGE BANDING. BALANCE LAMINATE SHEET ON ALL DOORS AND BODY PANELS
D. COLOR FROM FULL RANGE INCLUDING 'PREMIUM' COLORS, EXCEPT METALLIC COLORS U.N.O ON THE DRAWINGS.
E. SOLID SAWN BACKING FOR WALL ANCHORAGE.
F. 4" BACKSPLASH: PLASTIC LAMINATE UNLESS NOTED AS SOLID SURFACE.
G. TOP: (UNLESS NOTED AS SOLID SURFACE)PLASTIC LAMINATE ON 1/2" PLWD ON 3/4" PARTICLE BD. SEE DRAWINGS.
H. DRAWER BODIES: THERMOSET DECORATIVE PANELS WITH ABS/PVC BANDING
I. FULL EXTENSION DOOR SLIDES: GRADE 1HD-100 100LB CAPACITY
J. HINGES: EUROPEAN CONCEALED HINGES.
K. PULLS: BACK MOUNTED 1/4" DIA SS PULLS, U.N.O.
L. SCRIBE TRIM TO WALLS AND PROVIDE COLOR MATCHED TRIM AT EXPOSED ENDS
M. CAULK PERIMETER AND BACKSPLASH WITH CLEAR SILICON.
N. CLEAN AND ADJUST ALL DRAWERS & DOORS TO BE SQUARE, LEVEL AND ALIGHED WITH EACH OTHER.

## DIVISION 6 - SECTION 066116 SOLID SURFACE TOPS AND BACK SPLASHES

A. COUNTERTOP WITH UNDERMOUNT SINKS, WINDOW SILLS & SKIRTS PER DRAWINGS.
B. CAST, FILLED, SOLID POLYMER WITH THROUGH BODY COLORS: NOT A LAMINATED MATERIAL.
C. 1/2" NOMINAL THICKNESS, APRON EDGE THICKNESS UP TO 1.5" WITH LAYERED CONSTRUCTION. 'INVISIBLE' JOINTS. SEE DRAWINGS
D. 4" BACKSPLASH BONDED TO TOP WITH ADHESIVE JOINT.
E. BOND UNDERMOUNT SINKS TO TOPS AND FINISH JOINT AS 'ONE PIECE'.
F. ANCHOR UNDER-MOUNT CHINA OR METAL SINK BOWLS WITH MULTIPLE LAYERS OF SUPPORTING SOLID SURFACE MATERIAL BONDED TO UNDERSIDE OF TOP AND USING BOWL MANUFACTURES UNDERMOUNT ANCHOR HARDWARE. SUPPORT ALL SINK BOWLS WITH ADDED WOOD SUB-FRAME.
G. CAULK UNDERMOUNT SINKS (OTHER THAN SOLID SURFACE SINKS) WITH CLEAR SILICON
H. USE APPROPRIATE TOOLS FOR EDGE FINISHING AND POLISHING.
I. USE LARGEST POSSIBLE SHEETS TO MINIMIZE JOINTS.
J. REINFORCE JOINTS WITH SS MATERIAL 1" BONDED TO EACH SIDE OF JOINT
K. SUBMIT SHOP DRAWINGS INDICATING JOING LOCATION FOR ARCHITECT'S REVIEW.
L. INSTALL WITHOUT VOIDS, TRIM TO FIT SPACES, PACK INTO OPEN VOIDS FOR ELECTRICAL BOXES BETWEEN ROOMS

## DIVISION 7 - SECTION 072500 BUILDING WRAP, FLASHING & SEALANT COMPONENTS

A. BASIS OF DESIGN: SPUNBONDED POLYOLEFIN, NON-WOVEN, NON-PERFORATED, WEATHER BARRIER IS BASED UPON DUPONT™ TYVEK® COMMERCIALWRAP® AND RELATED ASSEMBLY COMPONENTS.
B. SEAM TAPE BY MANUFACTURERE. TAPE ALL SEAMS
C. BITUTHENE ICE AND WATER SHIELD; AT ROOF EDGE MODIFICATIONS AND BOTTOM OF MASONRY WALL APPLICATIONS.
D. GALVANIZED FLASHING METALS: MIN 24GA. BEND TO SHAPES AND CONFIGURATIONS AS SHOWN ON THE DRAWINGS: GALVANIZED ANCHORS MIN #10 SMS AT 12" O.C.
E. BACKING TAPE: BUTYL RUBBER
F. BACKING, NAILERS: CONTINOUS AT FLASHING METAL ANCHORS: USE PRESSURE TREATED LUMBER GALVANIZED ANCHORS: MIN #10 SMS AT 12" O.C.
G. CAULK AT ALL JOINTS BETWEEN DIS-SIMILAR MATERIALS. MIN 1/4" WIDE JOINT X 1/4" DEEP. USE HIGHEST QUALITY CAULKING FROM MANUFACTUER'S FULL LINE OF PRODUCTS.

## DIVISION 7 SECTION 074646 FIBER CEMENT SIDING

A. BASIS OF DESIGN: ALLURA VERTICAL SIDING MEETS ASTM C1186
   1. 5/16" CEDAR TEXTURE/ NO GROOVE VERITAL PANELS
   2. 5/4 X 2 BATTERNS
   3. FIELD PAINTED
   4. NON COMBUSTIBLE PER ASTM E136
B. BUILDING WRAP UNDERLAYMENT PER SPEC.
C. FASTEN WITH DOUBLE HOT DIPPED GALVANIZED NAILS
D. FASTENERS: 5d GALV NAILS
E. ASSOCIATED FLASHING AND COUNTER-FLASHING METALS PER DETAILS.
F. FLASHING METALS: 26 GA GALV SHEET METAL
G. PROVIDE ALL BLOCKING AND BACKING.

## DIVISION 8 - 08 11 16 ALUMINUM STOREFRONT FRAMING AND DOORS

A. BASIS OF DESIGN: 2" X 4.5" KAWNEER 451 FRAMING
B. FINISH: CLEAR ANODIZED
C. DOORS: MEDIUM STYLE
   1. GLAZING, TEMPERED GLASS, 1/4" , USE FACTOR GLAZING STOPS AND GASKETS
   2. BOTTOM RAIL 10" TALL MIN.
   3. SEE HARDWARE SCHEDULE
D. 040 BRAKE METAL CLOSURES
E. CAULKING TO BE 1/4" MIN WIDTH X 1/2" MAX DEPTH
F. COLOR TO MATCH FRAMING (LIMESTONE)
G. PROVIDE SHOP DRAWING OF PROPOSED FRAMING AND DOORS

## DIVISION 8 - VINYL WINDOWS

A. VINYL WINDOW AWNING STYLE
B. COMMERCIAL CLASS
C. FINISH: WHITE.
D. 1" INSULATED GLASS, LOW E
E. NAILING FIN
F. PROVIDE FULL SHOP DRAWING

## DIVISION 9 - GYPSUM BOARD APPLICATIONS

A. DRYWALL ATTACHED TO WOOD OR METAL FRAMING, WALL OR CEILING CONDITION.
B. GYPSUM BOARD AT WET AREAS AND AS TILE BACKER: DENSGLASS. FULL HEIGHT, FIBERGLASS TAPE AT JOINTS.
C. COMPLY WITH IBC CHPTR 25.
D. FIRE RESISTANT GWB TO MEET ASTIME119
E. MORTAR MATERIALS SHALL BE FREE OF SOLUBLE SALTS TO PREVENT EFFLORESCENCE.
F. REINFORCING SHALL BE ASTM A 615, GRADE 60.
G. FULL RANGE OF DRYWALL ACCESSORIES
H. WHERE EXPOSED TO VIEW: NO EXPOSED FACTORY OR CUT DRYWALL BOARD EDGES. FINISH WITH J-MOLD METAL EDGE.
I. ACOUSTIC SEALANT REQUIRED AT THROUGH WALL PENETRATIONS BY MECHANICAL OR ELECTRICAL PENETRATIONS.
J. APPLY CEILING BOARD PRIOR TO WALL BOARD TO GREATEST EXTENT POSSIBLE
K. INSTALL PER GYPSUM ASSOCIATION TECHNICAL PUBLICATION SECTIONS I-IX

| MATERIAL | CODE | LOCATION | COMMENTS |
|---|---|---|---|
| 5/8" TYPE X | ASTM-C1396 | WALLS STUDS 24"OC | TYPE S SCREWS 12" O.C. EA STUD |
| 5/8" TYPE X | SAME | CEILINGS JOISTS 24"O.C | TYPE S SCREWS 12" O.C. EA JOIST |
| 5/8" GLASS-MAT WR-TYPE | SAME | WET AREAS & TILE BACKER | TYPE S SCREWS 12" O.C. EA JOIST |
| 3/8" CONC MAT TILE BACKER | SAME | WET AREAS & TILE BACKER | TYPE S SCREWS 12" O.C. EA JOIST |
| | | | |

## DIVISION 9 - PAINTING

A. STORE PAINT AT PROPER TEMPERATURE.
B. SUBMIT PAINT SPEC, MSDS, COLOR SAMPLES.
C. PROVIDE BRUSHOUTS OF REQUESTED COLORS ON 8X11 SHEETS.
D. DRYFALL PAINT IS ALLOWED FOR CEILINGS
E. SEE SCHEDULE BELOW FOR PAINT TYPE, SHEEN, COATS, ETC.
F. PRODUCTS FROM ONE SOURCE UNLESS A PRODUCT IS NOT AVAILABLE.
G. MATERIAL PREPARATION FOR ALL SURFACES: SURFACE SAND, CLEANING, PRIMER
H. PAINTABLE CAULKING AT ALL DISSIMILAR MATERIALS & MATERIAL FITUP GAPS
I. FOAM ROPE AT GAPS OVER 1/4"
J. FERROUS METAL FINISHES TO RECEIVE SSPC-SP6 MIN CLEANING.
K. MATCH PRIMER TO TYPE OF PAINT.
   1. POLYURETHANE PAINT TO RECEIVE UNIVERSAL 'ZINC RICH' PRIMER.
   2. ACRYLIC LATEX: 'PAINT GRIP' HIGH BOND LATEX PRIMER.
   3. CONCRETE BOARD SIDING & TRIM: AS REQUIRED BY MANUFACTURER.
L. SPRAY APPLICATION IS PREFERRED OVER BRUSHING
M. MASKING OF SURFACES AND TENTING OF AREAS IS REQUIRED.
N. PROVIDE 1 GALLON OF EACH COLOR FOR OWNER'S INVENTORY
O. SCHEDULE
   1. EXTERIOR CONCRETE SIDING NOT PREFINISHED: STANDING AND RUNNING TRIM:
      A. 2 COATS 'DUCKS BACK' CONCRETE SEMI TRANSPARENT STAIN
      B.
   2. EXTERIOR EXPOSED RAILINGS: 1 COAT EPOXY PRIMER, 1 COAT POLYURETHANE FINISH : SATIN
   3. INTERIOR GYPSUM BOARD: 1 COAT PRIMER, 2 COATS ACRYLIC LATEX SATIN
   4. EXTERIOR HM DOORS: 2 COATS POLYURETHANE BASED ENAMEL
   5. INTERIOR WOOD DOORS: 2 COATS ACRLIC LATEX ENAMEL: SEMI-GLOSS
   6. INTIERIOR EXPOSED TRIM: 'SIKKENS' OR EQUALY CLEAR WOOD STAIN

## DIVISION 9 CERAMIC TILE

A. FOLLOW T.C.A. HANDBOOK FOR TILE INSTALLATION.
B. FLOORS TO HAVE MINIMUM STATIC COEFICIENT OF FRICTION OF .6 OR BETTER FOR FLOORS, .8 OR BETTER FOR RAMPS.
C. SUBMIT SAMPLES FROM FULL LINE OF TILE SERIES. SEE FINISH SCHEDULE.
D. SEE SCHEDULE FOR SIZES. USE FULL ARRAY OF ACCESSORY SIZES.
E. WALL TILE: 1/4" THICK, FLOOR TILE 3/8" THICK
F. USE WHOLE TILE WHENEVER POSSIBLE. BALANCE CUT TILE TO AVOID FRAGMENTS. 1.5" IS MINIUMM SIZE OF ANY CUT TILE.
G. MANDATORY CRACK MEMBRANE FOR CONCR FLOORS: REDGUARD 70SF/GAL
H. INSTALL OVER CONC AT LESS THAN 8LBS OF WATER /1000SF PER ASTM F1869.
I. USE PRIMER OF REDGUARD DILUTED 1:4 WITH CLEAR WATER AT 300SF / GAL. ALLOW TO FULLY DRY BEFORE APPLYING FINAL MEMBRANE
J. COORDINATE RESTROOM MIRROR & ACCESSORY ANCHORS PRIOR TO TILING.
K. USER POLYMER MODIFIED THIN SET ADHESIVE.
L. USE SANDED GROUT IN JOINTS OVER 1/8" THICK
M. APPLY 2 COATS OF GROUT SEALER: SILANE SILOXANE BASE, NO SHEEN TYPE.

## DIVISION 8 - HM DOORS & FRAMES

A. HM DOORS: FLUSH TOP AND BOTTOM RAILS, NO CHANNELS.
B. 20 GA FACES, FOAM INSULATION CORE
C. FINISH PRIMER.
D. 1/4" TEMPERED GLASS.
E. HOLLOW METAL FRAMES
F. 16 GA STEEL. PREPPED FOR HINGES AND STRIKES
G. FULLY WELDED FRAMES
H. 3 JAMB ANCHORS. COORDINATE WITH WALL TYPE PER FLOOR PLAN
I. REMOVABLE LOCKING MULLION BY DOOR FRAME MANUF.
   a. PREP FOR STRIKES IN TWO DIRECTIONS (SEE PLAN)

## DIVISION 10 SECTION 10 73 71 RETRACTABLE AWNING AND FRAME

A. 'TURN-KEY' PRODUCT INCLUDING FRAME, BEAMS, CANOPY FABRIC AND HARDWARE TO INSTALL A COMPLETE OPERATING RETACTABLE SUN SHADE SYSTEM.
B. BASIS OF DESIGN: RETRACABLE WATER-FROOF PATIO COVER SYSTEM: SIMILAR TO 'ISTANBUL' DESIGN . CALL RETRACTABLEAWNINGS.COM
C. SHADE FRAME:
   1. CONNECTED (1) SIDE TO EXISTING BUILDING EXTERIOR ROOF SYSTEM.
   2. CONNECTED TO GRID OF COLUMNS AND BEAMS (ENGINEERING BY SYSTEM PROVIDER)
   3. FOOTINGS PROVIDED BY G.C. , SEE DETAILS A2.1
D. POWDER COATED STEEL FRAMING.
E. FLAT TYPE 'SAG' FABRIC DESIGN, WITH SIDE WATER DRAINAGE.
F. MOTORIZED RETRACTABLE FABRIC: OPAQUE TO MEEET FIRE RETARDANT REGULATIONS.
   a. RADIO MOTOR AND SAFETY MOTOR BOX
   b. REMOTE CONTROL TRANSMITTER

## DIVISION 32 - CHAIN LINK FENCING

A. SHOP DRAWINGS SHALL BE PREPARED AND SUBMITTED TO THE ENGINEER OF RECORD PRIOR TO FABRICATION / INSTALLATION. BASIS OF DESIGN MASTERSPEC 323113
B. CHAIN LINK SHALL COMPLY WITH CLFMI CLF 2445, UNLESS OTHERWISE INDICATED.
C. CHAIN LINK MESH SHALL BE METALLIC-COATED STEEL, 3" x 9ga DIAMETER WIRE.
   a. BLACK VINYL COATING TO MATCH TENNIS CENTER
   b. FUSION METHOD COATING
   c. KNUCKLED TOP AND BOTTOM SHELVAGE ONLY, NO BARB OR TWIST SALVAGE IS ALLOWED
   d. POSITION BOTTOM OF FABRIC 1/2" ABOVE FINISHED GRADE.
   e. INSTALL FABRIC TO CLUB HOUSE SIDE OF POSTS.
D. POSTS AND RAILS SHALL BE POWDER COATED BLACK OVER GALVANIZED STEEL PIPE
   a. 3-4 MILS THICKNESS
   b. COMPLYING WITH ASTM F 1043 REQUIREMENTS FOR HEAVY INDUSTRIAL FENCE.
   c. WEATHER TIGHT POST CAP-MATCH POST FINISH
   d. TENSION AND STRETCHER BARS PER MANUFACTURER STANDARDS
   e. SET POSTS IN CONCRETE, EPOXY CAULK TOP OF POST TO MAINTAIN DRAINAGE.
E. TENSION WIRE SHALL BE METALLIC COATED COMPLYING WITH ASTM A 824.
F. FITTINGS AND ACCESSORIES SHALL COMPLY WITH ASTM F 626.
G. INSTALLATION OF CHAIN LINK SHALL COMPLY WITH ASTM F 567.
H. DEFLECTION OF HORIZONTAL CHAIN LINK SUPPORT RAILS SHALL NOT EXCEED L/120.
I. GATES TO MATCH FENCE MATERIALS.
   a. DIAGONAL BRACING REQUIRED ON GATES
   b. HINGES: MALEABLE IRON
   c. OFFSET TO PERMIT 180deg OPENING
   d. KANE BOLTS WITH GROUND SET KEEPER EACH LEAF
   e. PADLOCK HASP

## DIVISION 32 ORNAMENTAL SECURITY FENCING AND GATES

A. BASIS OF DESIGN: AMERISTAR 'MONTAGE II'
B. PROVIDE A COMPLETE SHOP DRAWING FOR REVIEW
C. 'CLASSIC' DESIGN 3 RAIL PANELS, 6'-0" HIGH, POSTS AT 96" O.C. UNLESS DESIGN REQUIRES SHORTER SPAN.
D. POSTS: 2.5 SQ X 12 GA.
E. PICKETS: 1" SQ, 14GA TUBING.
F. RAILS: 1.75"SQ X .105".
G. EXTENDED PICKETS WITH ARROW POINTED SPEAR.
H. MULTI COAT FINISH, INSIDE AND OUT OF HOLLOW MEMBERS.
I. GATES TO BE ROLLING STYLE WITH BOTTOM RAILS. FULLY BRACED.
J. SIZE OF MEMBERS PER MONTAGE II TABLE OF PROPERTIES ( REV 07/1/2016)
K. MANUAL OPERATION
L. PROVIDE ALL ACCESSORIES INCLUDING, BUT NOT LIMITED TO, COLOR MATCHING TRACKS, CLIPS, ANCHORS REQUIRED FOR A COMPLETE AND PROPER INSTALLATION.
M. FASTENING OF COMPONENTS SHALL BE WITH SELF-DRILLING SCREWS OR WELDING.
N. ALL WELDS SHALL PERFORMED BY QUALIFIED WELDERS.
O. ALL WELDS OF ALL STEEL SHALL BE TOUCHED UP WITH FACTORY MATCHING PAINT.


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02/27/2020
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90% REVIEW

PROJECT INFORMATION

# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

REVISIONS

| REV # | DESCRIPTION | DATE |
|---|---|---|
| | | |


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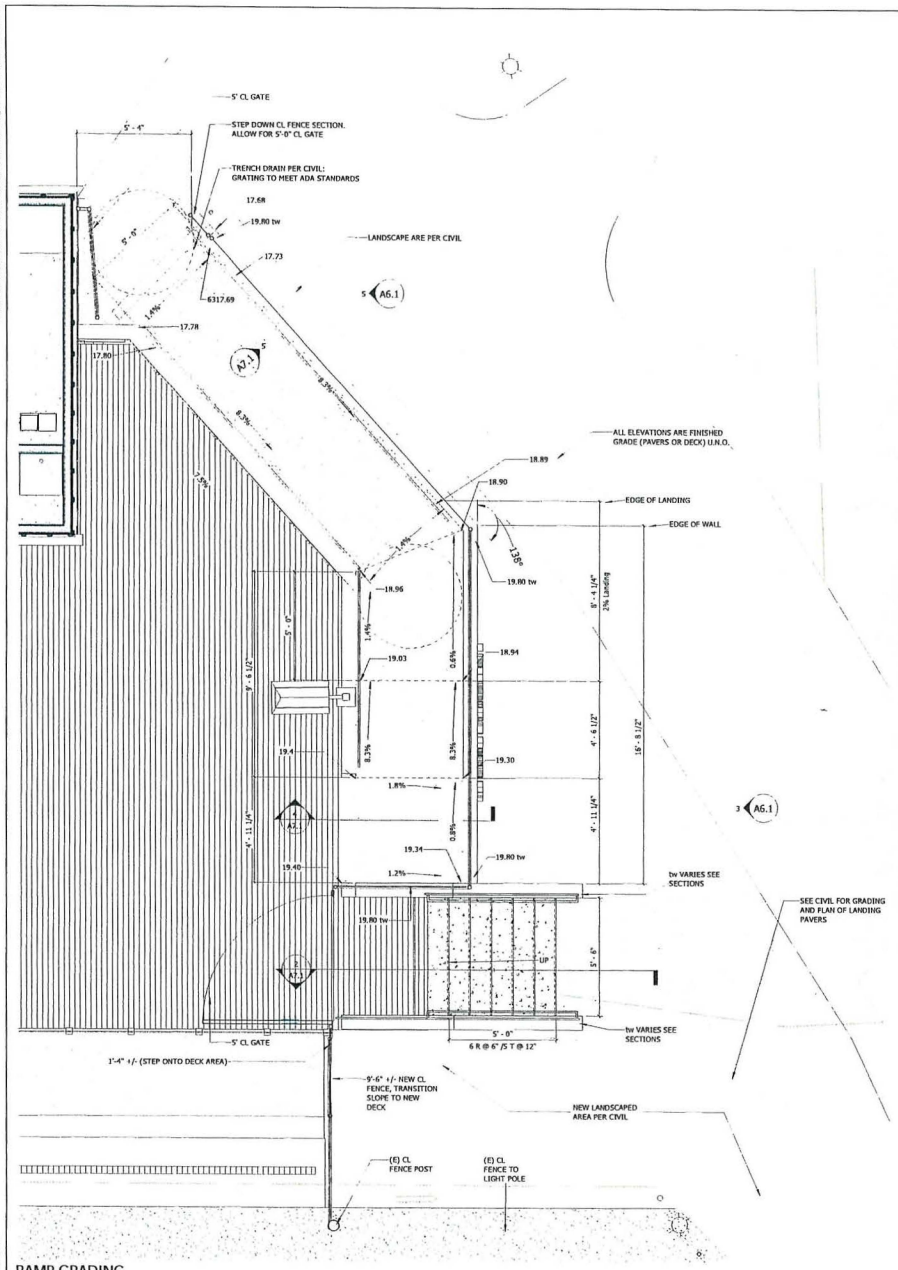
| DESIGNED/DRAWN: | JMW / JMW |
| CHECKED: | Checker |
| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:

PROJECT SPECIFICATIONS

SHEET

A0.2




RAMP GRADING
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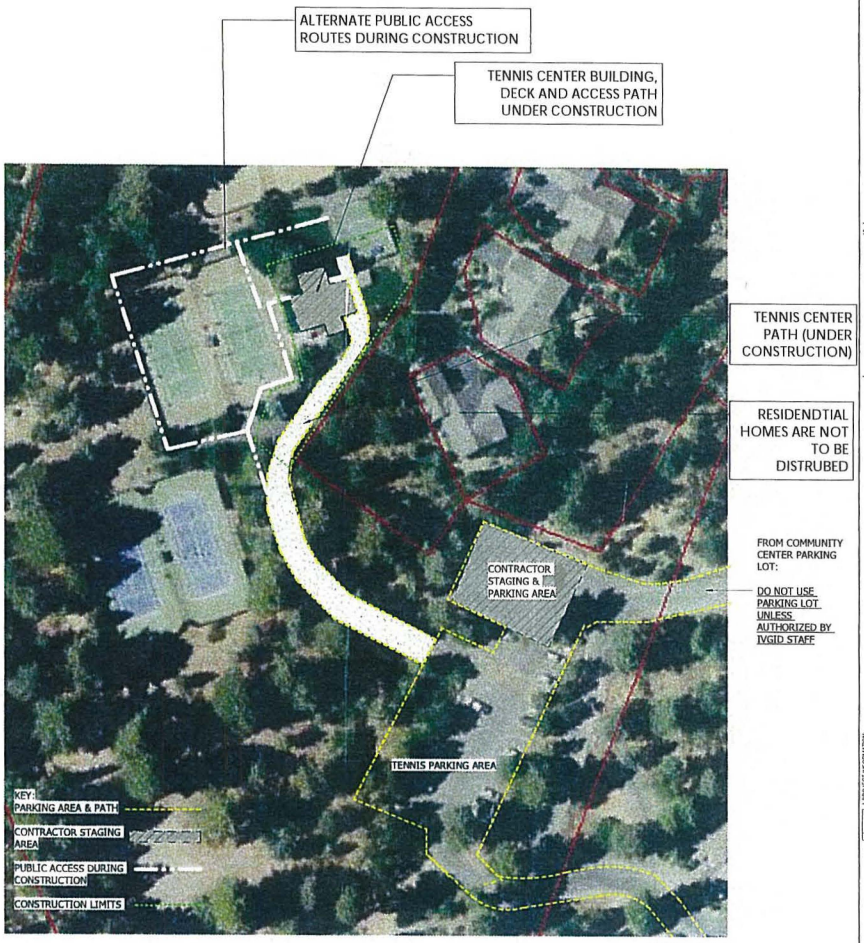


CONTRACTOR STAGING AREA
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| CHECKED: | Checker |
| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:
SITE STAGING AND RAMP GRADING

SHEET
A1.1

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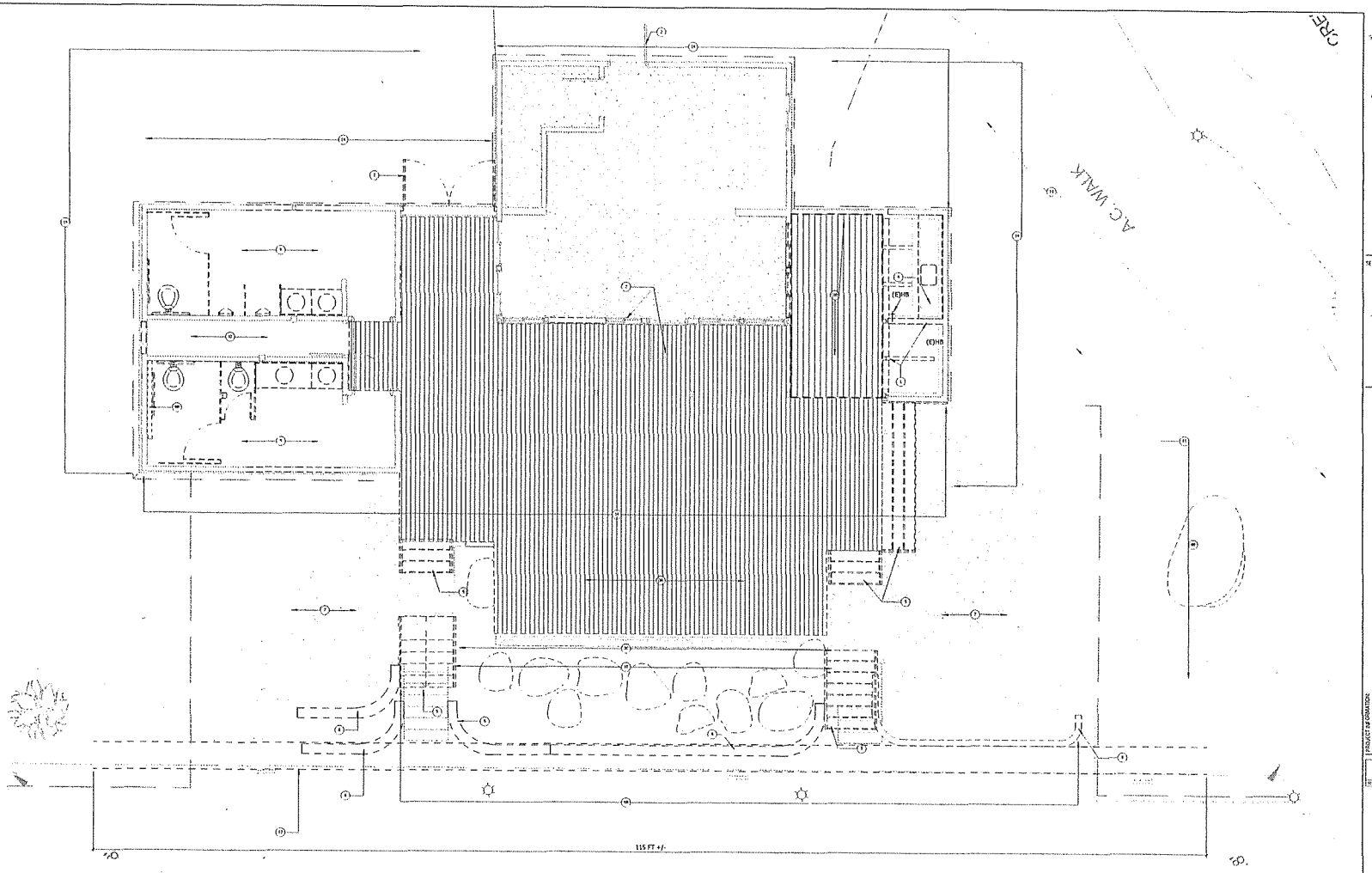


## DEMOLITION FLOOR PLAN

SCALE: 1/4" = 1'-0"

## DEMOLITION KEYNOTES

1. REMOVE (E) PARTITIONS: 2x4 WD. STUDS WITH 5/8" GYP. BD. EA. SIDE
2. DEMO EXISTING DOOR AND FRAME
3A. REMOVE (E) DECKING, SALVAGE POST AND BEAMS FOR NEW DECKING
3B. REMOVE (E) DECK & DECK STRUCTURE, SEE DETAILS FOR NEW CONCRETE SLAB & STEM WALLS
3C. DEMO RAILING AND 2X FACE BORD PREP FOR NEW WORK
4. REMOVE (E) PLAN CABINETRY AND/OR PLUMBING, CAP OFF STAK
5. REMOVE (E) STAIRS AND HANDRAILS
6. REMOVE (E) LANDSCAPE RETAINING WALL
7A. REMOVE HEAVY HOOKS FROM EDGE OF DECK DOWN TO TENNIS COURT LEVEL
7. REMOVE (E) PAVERS SEE CIVIL. SAVE FOR REUSE OR FOR OWNERS SALVAGE
8. REMOVE (E) RESTROOM FINISHES, PLUMBING FIXTURES, AND ACCESSORIES. SEE MECHANICAL FOR SELECTIVE REUSE OF FIXTURES
9. REMOVE LOW WALL
10. REMOVE AND SALVAGE (E) SHADE STRUCTURE, REINSTALL PER OWNER
11. REMOVE AND SALVAGE (E) RAILING, GLASS INFILL. SEE NEW DETAILS
12. SEE CIVIL FOR NEW ASPHALT PATH REPLACEMENT AND DRAINAGE STRUCTURE WORK
13. SEE MECHANICAL/ELECTRICAL DRAWINGS FOR DEMOLITION WORK
14. DEMO EXISTING CONCRETE SWALE AND REBUILD PER CIVIL. DO NOT DEMO ANY ASPHALT AT TENNIS COURT SLABS
15. DEMO EXTERIOR METAL SIDING, FACIA TRIM, WINDOW TRIM, ETC DOWN TO EXISTING DIAGONAL SIDING. REMOVE UNNECESSARY ELECTRICAL CONDUIT: DO NOT DISTURB EXISTING ROOFING TERMINATION BAR
   - SEE A6.3 FOR EXTENT OF UPPER ROOF AREAS THAT HAVE DEMYED SIDING AND TRIM WORK

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REVISIONS

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| CHECKED: | JWM |
| PROJECT NO: | 2018-0054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:
DEMOLITION PLAN

SHEET

A2.0D

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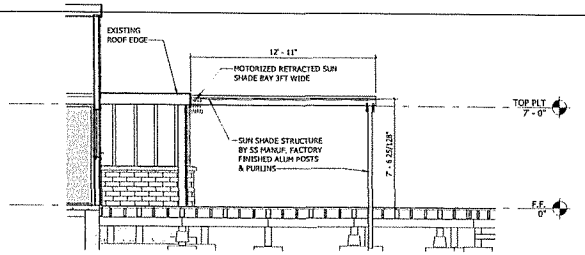
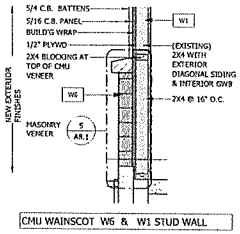
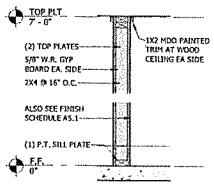



RETRACTABLE SUN SHADE SYSTEM (4)
SCALE: 1/4" = 1'-0"

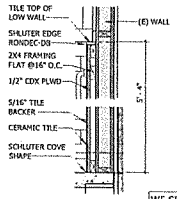



CMU WAINSCOT W6 & W1 STUD WALL

WALL TYPES W6 & W1
SCALE: 3/4" = 1'-0"




WALL TYPE W2
SCALE: 3/4" = 1'-0"




W4 LOW WALL

W5 SIMILAR TO W4 2X4 ON FACE DIM.

WALL TYPE W4 & W5
SCALE: 3/4" = 1'-0"

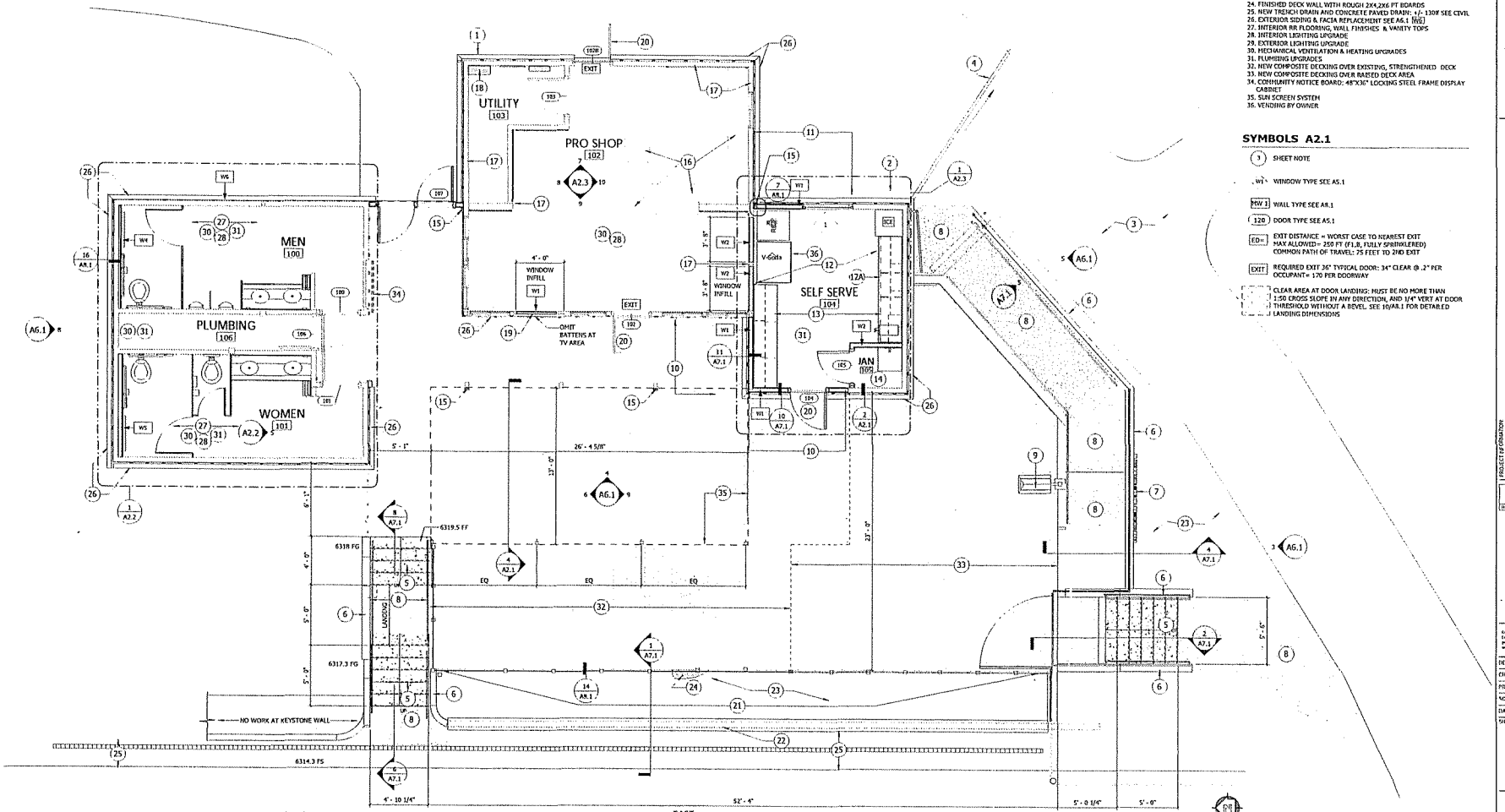
## SHEET NOTES A2.1

1

1. ELECTRIC METER
2. WATER METER: SEE CIVIL AND PLUMBING FOR NEW WATER LINE ROUTE
3. NEW ASPHALT PATH, LANDING, RAMP & BOARD FORMED CONCRETE WALL SEE CIVIL & A6.1
4. SECURITY FENCING AND ROLLING GATE
5. NEW CONC STAIR
6. BOARD FORMED CONC WALL
7. NEW METAL STAND-OFF SIGN & LOGO
8. PAVER LANDING & STEEL RAILINGS
9. NEW POLE LIGHT SEE ELECT
10. ENCLOSE SELF SERVE AREA & ADD DOOR
11. INFILL WALL & WINDOW AT SELF SERVE
12. NEW CONCRETE FLOOR AT SELF SERVE.
    A. EXISTING CONC SLAB TO REMAIN
13. SOLID SURFACE TOP AND CABINETRY
14. NEW JANITOR CLOSET & SINK
15. ROUTE EXISTING ROOF DRAINS TO 4" PVC AND ROUTE TO STORM DRAIN
16. REFINISH POINT OF SALE CABINETRY
17. PATCH/ SKIM COAT/ TEXTURE/ PAINT WALLS
18. ADD WALL FOR NEW ELECTRICAL PANEL
19. TV MOUNT AT WINDOW INFILL
20. NEW STOREFRONT DOOR
21. WOOD FRAMED GLASS RAILING
22. SEAT AND RETAINING WALL
23. LANDSCAPE AREA
24. FINISHED DECK WALL WITH ROUGH 2X4,2X6 PT BOARDS
25. NEW TRENCH DRAIN AND CONCRETE PAVED DRAIN: +/- 130# SEE CIVIL
26. EXTERIOR SIDING & FACIA REPLACEMENT SEE A6.1 (W6)
27. INTERIOR RR FLOORING, WALL FINISHES & VANITY TOPS
28. INTERIOR LIGHTING UPGRADE
29. EXTERIOR LIGHTING UPGRADE
30. MECHANICAL VENTILATION & HEATING UPGRADES
31. PLUMBING UPGRADES
32. NEW COMPOSITE DECKING OVER EXISTING, STRENGTHENED DECK
33. NEW COMPOSITE DECKING OVER RAKED DECK AREA
34. COMMUNITY NOTICE BOARD: 48"X36" LOCKING STEEL FRAME DISPLAY CABINET
35. SUN SCREEN SYSTEM
36. VENDING BY OWNER

## SYMBOLS A2.1

- (1) SHEET NOTE
- W1 WINDOW TYPE SEE A5.1
- NW 1 WALL TYPE SEE A8.1
- 120 DOOR TYPE SEE A5.1
- ED= EXIT DISTANCE = WORST CASE TO NEAREST EXIT MAX ALLOWED= 250 FT (F1.B, FULLY SPRINKLERED) COMMON PATH OF TRAVEL: 75 FEET TO 2HD EXIT
- EXIT REQUIRED EXIT 36" TYPICAL DOOR: 34" CLEAR @ .2" PER OCCUPANT= 170 PER DOORWAY
- CLEAR AREA AT DOOR LANDING: MUST BE NO MORE THAN 1:50 CROSS SLOPE IN ANY DIRECTION, AND 1/4" VERT AT DOOR THRESHOLD WITHOUT A BEVEL. SEE 10/A8.1 FOR DETAILED LANDING DIMENSIONS




REMODEL FLOOR PLAN
SCALE: 1/4" = 1'-0"

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02/27/2020
ISSUED FOR:
90% REVIEW

# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

PROJECT classification

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |

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| | |
|---|---|
| DESIGNED/DRAWN | Designer / Author |
| CHECKED | Checker |
| PROJECT NO. | 20180054 |
| SCALE | As Noted |
| DATE | 02/27/2020 |
| SHEET TITLE | OVERALL FLOOR PLAN |

SHEET
A2.1

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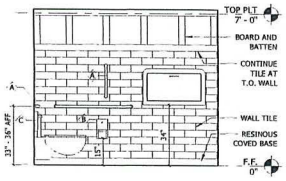
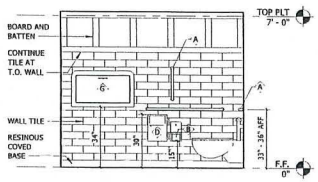



MEN NORTH
SCALE: 3/8" = 1'-0" (10)



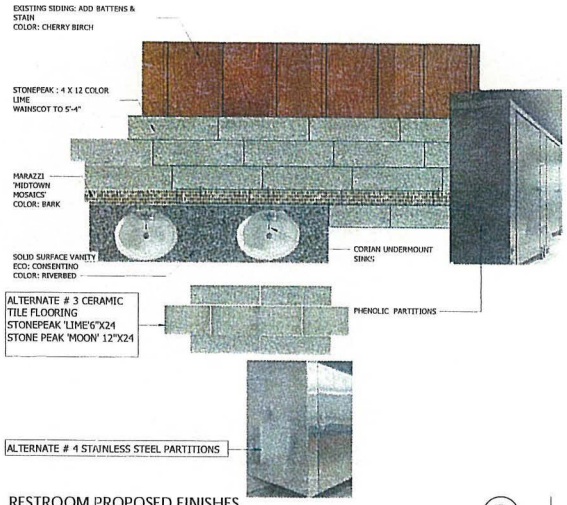

WOMEN NORTH
SCALE: 3/8" = 1'-0" (6)

| MARK | DESCRIPTION | COMMENTS | DETAIL |
|---|---|---|---|
| A | GRAB BARS, ALL SIZES (3 BARS TYPICAL) | STAINLESS STEEL | |
| B | TOILET PAPER HOLDER | OWNER PROVIDED, CONTRACTOR INSTALLED | |
| C | SEAT COVER DISPENSER | OWNER PROVIDED, CONTRACTOR INSTALLED | |
| D | SANITARY NAPKIN DISPOSAL | OWNER PROVIDED, CONTRACTOR INSTALLED | |
| E | SOAP DISPENSER | OWNER PROVIDED, CONTRACTOR INSTALLED | |
| F | MIRROR | WOMEN: 72" x 48", MEN: 60" x 48" | |
| G | BABY CHANGE STATION | STAINLESS STEEL | |
| H | PAPER TOWEL DISPENSER | OWNER PROVIDED, CONTRACTOR INSTALLED | |
| P1 | TOILET PARTITIONS: STAINLESS STEEL | SEE SPECS | |

TOILET ACCESSORIES

NOTES:
A. SEE DETAILS FOR MOUNTING HEIGHTS
B. PROVIDE SOLID BLOCKING AT ALL
C. MP PLASTIC SIGN: DARK BLUE OVER WHITE LETTERS with Best 'Graphic Blast' AND RAISED BRAILLE GRADE 2

NOTE:
OWNER PROVIDED ACCESSORIES ARE EXISTING. REMOVE AND SALVAGE DURING DEMOLITION. ALL DIMENSIONS ARE F.O.S. UNLESS OTHERWISE NOTED




RESTROOM PROPOSED FINISHES
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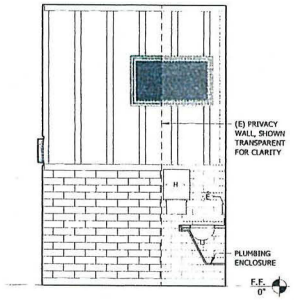
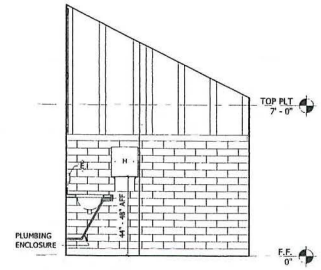



MEN SOUTH
SCALE: 3/8" = 1'-0" (9)




WOMEN SOUTH
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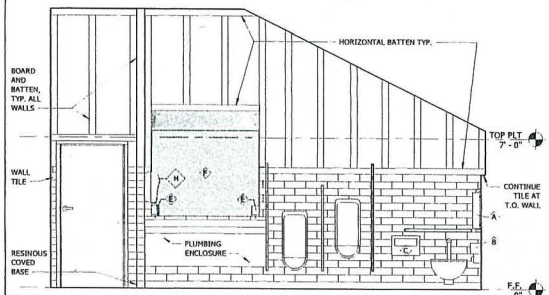
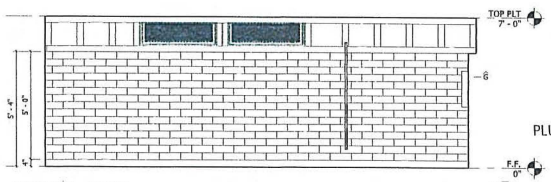
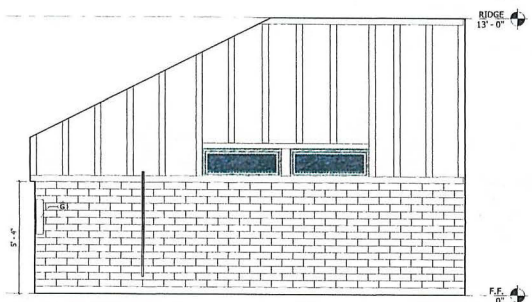


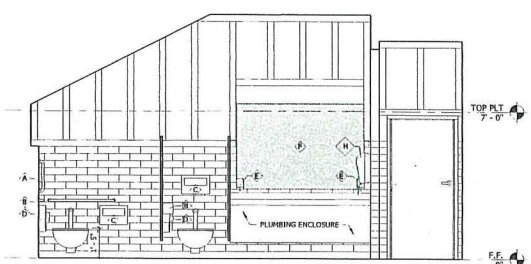

MEN WEST
SCALE: 3/8" = 1'-0" (8)



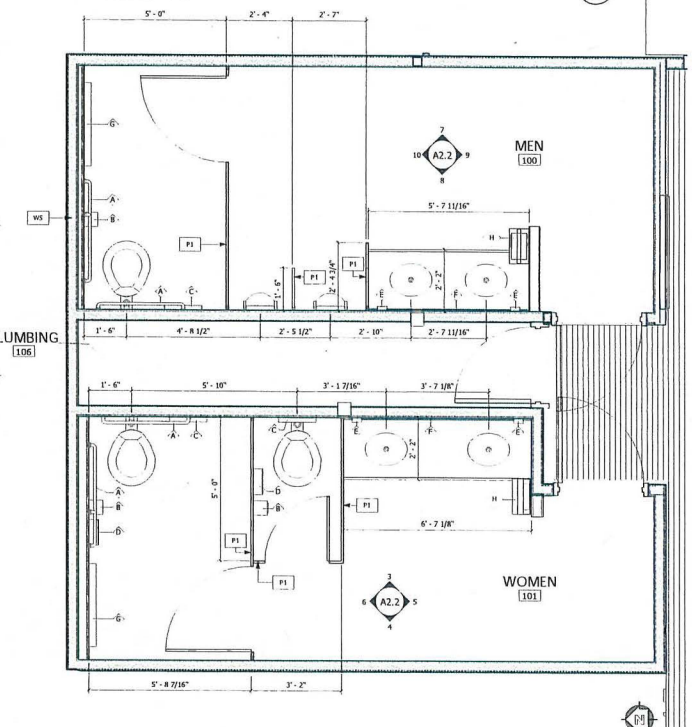

WOMEN - WEST
SCALE: 3/8" = 1'-0" (4)




MEN EAST
SCALE: 3/8" = 1'-0" (7)




WOMEN - EAST
SCALE: 3/8" = 1'-0" (3)




REMODEL FLOOR PLAN - RESTROOMS
SCALE: 1/2" = 1'-0" (1)

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ISSUED FOR:
90% REVIEW

PROJECT INFORMATION:
IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-185
964 Incline Way, Incline Village, NV 89451

REVISIONS

| REV # | DESCRIPTION | DATE |
|---|---|---|

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| | |
|---|---|
| DESIGNED/DRAWN: | JWM / SER |
| CHECKED: | JWM |
| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |
| SHEET TITLE: | ENLARGED PLAN - RESTROOMS |

SHEET
A2.2

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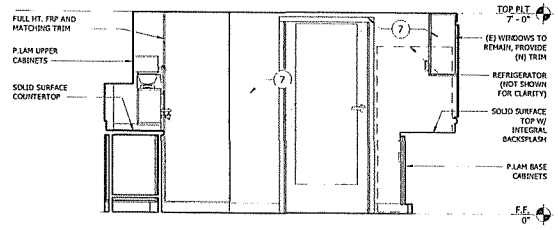
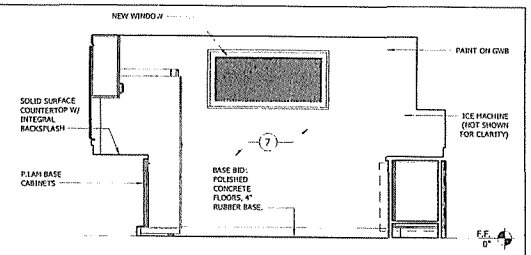
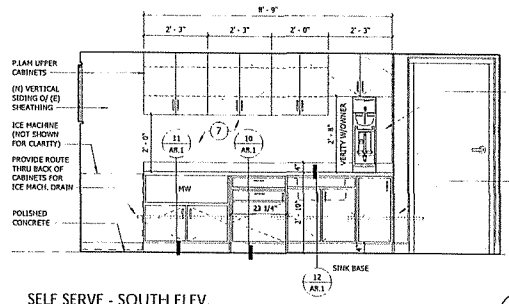


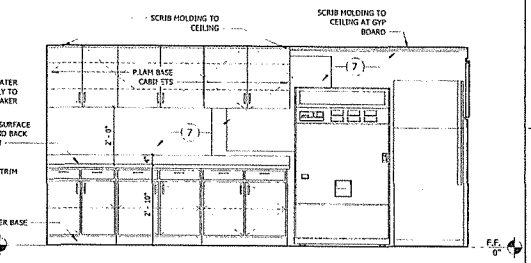

SELF SERVE - WEST ELEV. (5)
SCALE: 1/2" = 1'-0"



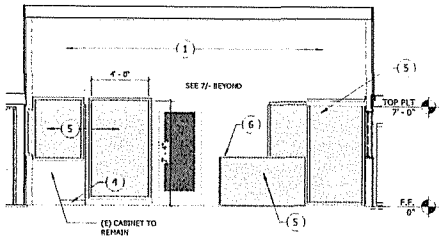

SELF SERVE - EAST ELEV. (3)
SCALE: 1/2" = 1'-0"




SELF SERVE - SOUTH ELEV. (4)
SCALE: 1/2" = 1'-0"

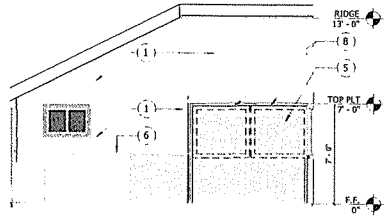



SELF SERVE - NORTH ELEV. (2)
SCALE: 1/2" = 1'-0"

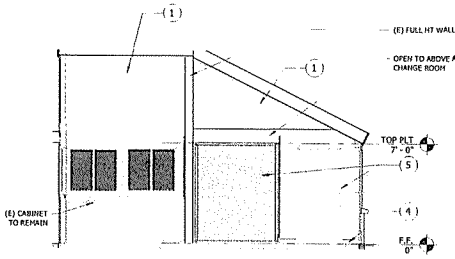



SECTION AT PRO SHOP FULL HT WALLS (11)
SCALE: 1/4" = 1'-0"

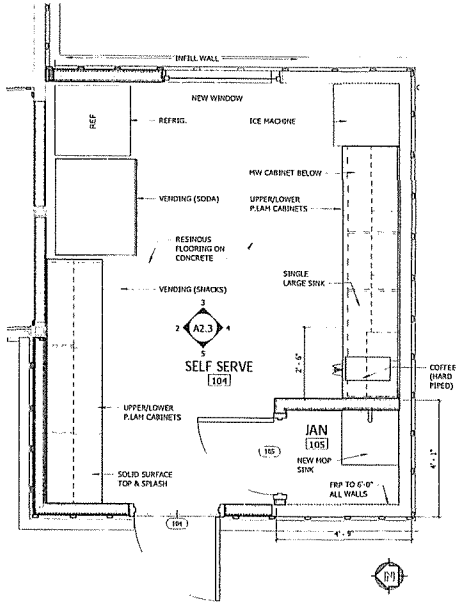
| KEYED NOTES: PRO SHOP & SELF SERVE FINISHES | |
|---|---|
| 1. | SKIM COAT (E) GWB. NEW SPRAY TEXTURE & PAINT |
| 2. | PAINT (E) WOOD TRIM |
| 3. | REMOVE (E) TRIM APPLY NEW TRIM 5/4 X 4 TO MATCH (E) WINDOWSHEM FIR (R5) |
| 4. | 4" RUBBER BASE |
| 5. | NEW SLAT WALL WITH 1X4 POPLAR TRIM ALL EDGES |
| 6. | REFINISH (E) OAK FACED COUNTER: SEE SPECS DIV. 9, P, REFINISHING |
| 7. | GWB/ PAINT |
| 8. | INFILL WALL AT (E) WINDOWS |



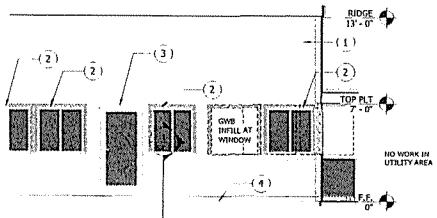

PRO SHOP -DESK ELEVATION (10)
SCALE: 1/4" = 1'-0"



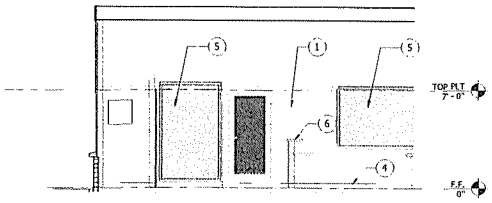

PRO SHOP NEW CHANGE ROOM DOOR (8)
SCALE: 1/4" = 1'-0"




REMODEL FLOOR PLAN - SELF SERVE (1)
SCALE: 1/2" = 1'-0"




PRO SHOP FRONT WALL ELEVATION (9)
SCALE: 1/4" = 1'-0"




PRO SHOP BACK WALL (7)
SCALE: 1/4" = 1'-0"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02/27/2020
ISSUED FOR
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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

PROJECT SPECIFICATION

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |


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| | |
|---|---|
| DESIGNED/DRAWN | Designer / Author |
| CHECKED | Checker |
| PROJECT NO. | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:
ENLARGED SELF-SERVE PLAN AND ELEVATIONS

SHEET
A2.3

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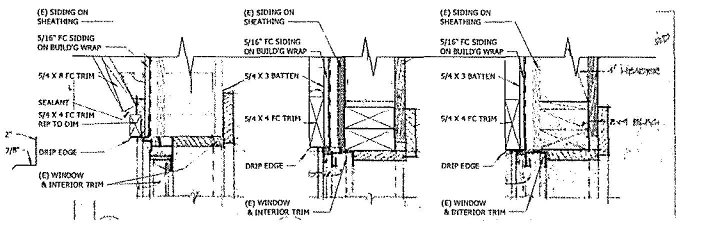


## WINDOW DETAILS HEAD
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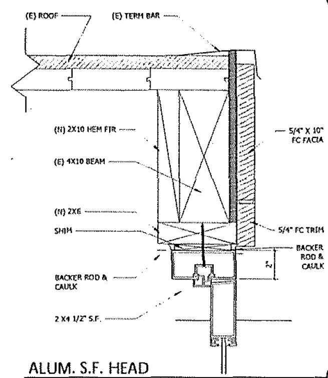


## ALUM. S.F. HEAD
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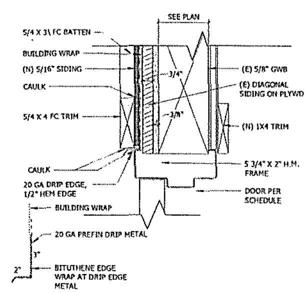


## S.F. HEAD @ WD STUD
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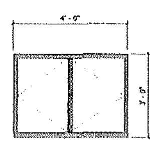



GHENT MANUF.
ENCLOSED BULLETIN BOARD ,
3' X 4' 2-DOOR
PLEXIGLASS SHATTER RESISTANT,
WITH LOCK,
BRONZE ALUMINUM FRAME
INTERIOR - NATURAL CORK (PB234K)

## BULLETIN BOARD
SCALE: 1/2" = 1'-0" (3)

## ROOM FINISH SCHEDULE

| SPACE | | FLOOR | | BASE | | WALL NORTH FINISH | WALL EAST FINISH | WALL SOUTH FINISH | WALL WEST FINISH | TRIM | DOORS FINISH | FRAMES FINISH | CEILING | COMMENTS |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| NO. | ROOM NAME | MAT. | FIN. | MAT. | FIN. | | | | | FIN. | | | MAT. | |
| 100 | MEN | PCONC | SEALER | T1 | 6" | T1/ WD-B | T1/WD-B | T1/WD-B | T1/WD-B | RDWD | P2 | P2 | P4 | |
| 101 | WOMEN | PCONC | SEALER | T1 | 6" | T1/ WD-B | T1/WD-B | T1/WD-B | T1/WD-B | RDWD | P2 | P2 | P4 | |
| 102 | PRO SHOP | C-TILE | | B1 | | P1 | P1 | P1 | P1 | P2 | | P1 | P4 | |
| 103 | UTILITY | C-TILE | | B1 | | P1 | P1 | P1 | P1 | P2 | P2 | P1 | P4 | |
| 104 | SELF SERVE | PCONC | SEALER | RES | | P2/CB & B | P2 / CB-B | CB-FRP | CB-FRP | P2 | | | P4 | |
| 105 | JAN | SV | NONE | FRP | | FRP4 /P2 | FRP4 /P2 | FRP4/P2 | FRP 4/P2 | P2 | P2 | P2 | P1 | |
| 106 | PLUMBING | NONE | | | | | | | | | | | | |
| 107 | UTILITY | CPT | | B1 | | P1 | P1 | P1 | P1 | P2 | P2 | P2 | P4 | |

## ROOM FINISH MATERIAL AND COLOR LEGEND

| MARK | MATERIAL/PRODUCT /TRADE NAME | MANUFACTURER | PRODUCT DESCRIPTION | | | COMMENTS |
|---|---|---|---|---|---|---|
| | | | PATTERN | COLOR/FINISH | DIMENSION | |
| ACT-1 | ACOUSTIC CEILING TILE | ARMSTRONG | | | | |
| B1 | RUBBER BASE | ANY | COVED | DK BROWN | 4" | |
| BLD | BLINDS | BALI | | | | |
| CB-B | FIBER CEMENT BOARD & BATTENS | ALLURA | CEDAR HILL | FINISHED IN PLACE | 5/16" SIDING/ 5/4 SOLID TRIM | |
| CONC P | POLISHED CONCRETE | LEVEL 3 | MED EXPOSED AGG | LEVEL A-GLOSSY | +/- 1/10" GRIND | DIAMOND POLISHED/SEALED CONCRETE FLOOR SEE SPECS |
| CP1 | CARPET | TBD | TBD | | | |
| FRP | FIBERGLASS PANEL | MARLITE | PEBBLE | 'SILVER' | FULL LINE OF TRIM | METAL BOTTOM TRIM |
| GWB | GYPSUM WALL BOARD | | | | | |
| P1 | WALL PAINT | SHERWIN WILLIAMS | LT TAN | PROMAR 100 | SATIN ENAMEL | |
| P2 | DOOR & TRIM PAINT | SHERWIN WILLIAMS | DK GREEN | PROMAR 200 | GLOSS | |
| P3 | CONC SIDING PAINT | MASON SELECT DUCK BACK | LT TAN | DUCK BACK | | PER IVGID 'TAN' STANDARD PAINT COLOR |
| P4 | SEMI CLEAR SEALER | SIKKENS | CLEAR | REDWOOD SEALER | | 2 FLOOD COATS |
| RES | RESINOUS FLOORING | NEOGARD-DURAQUARTZ | DURACHIP | 'EARTHSTONE' FLINT COLOR | 3/8" THK TO 1/4" MIN | WITH 6" X1/4" MIN BASE |
| T1 | WALL TILE | STONEPEAK / MARAZZI MOSAIC | 1/3 BOND | STONEPEAK 'LIME' / MOSAIC 'BARK' | 4X12 & (4" MOSAIC *) | DK GRAY GROUT, GROUT SEALER * SEE ELEVATIONS |
| VCT | VINYL COMPOSITION TILE | ARMSTRONG OR TARKETT | | | 12"x12"x1/8" | |
| WD-B | REDWOOD BATTENS | ALL HEART #1 QUALITY | VERTICAL @16"O.C. | CLEAR RDWD FINISH, 2 COATS | 1X3, S4S ALL HEART | |

## EXTERIOR FINISHES SCHEDULE

| MATERIAL | TYPE | MANUFACTURER | SIZE | SERIES | COLOR / COMMENTS |
|---|---|---|---|---|---|
| SIDING | CEMENT BOARD | ALLURA | 5/16" | CEDAR TEXTURE | PRIMERED + IVGID TAN PAINT |
| BATTEN | CEMENT BOARD | ALLURA | 5/4 X 2" | CEDAR TEXTURE | PROMERED + IVGID TAN PAINT |
| TRIM | CEMENT BOARD | ALLURA | 5/4 X 4" | CEDAR TEXTURE | PRIMERED + IVGID TAN (EXCEPT AT WINDOWS & DOORS) |
| FACIA | CEMENT BOARD | ALLURA | 5/4"X 10" | CEDAR TEXTIRE | PRIMERED + IVGID GREEN PAINT |
| WINDOW TRIM | CEMENT BOARD | ALLURA | 5/4"X 4" | CEDAR TEXTURE | PRIMERED + IVGID GREEN PAINT |
| EXTERIOR CEILINGS | EXISTING WOOD | EXISTING | | | PRIMERED + IVGID TAN PAINT |
| WOOD COLUMN | EXISTING WOOD | EXISTING | | | PRIMERED + IVGID GREEN PAINT |
| SEALANT | CLEAR SILICON | ANY | | | AT ALL WINDOW & DOOR TRIM TOP AND BOTTOM |
| STOREFRONT | ALUMINUM | KAWNEER | 2" X 4.5" | 451T | CLEAR ANOIDIZED |
| WINDOWS | VINYL | ANY | MATCH EXISTING | | WHITE |
| METAL DOORS | HOLLOW METAL | | EXISTING | | PREP & PAINT IVGID GREEN |

## DOOR HARDWARE SPECIFCATION

| KEY NAME | ITEM | MFG NAME | MODEL NO. | FINISH | COMMENTS |
|---|---|---|---|---|---|
| AST | ASTRAGAL | PEMKO | 303AS | MILL FINISH | |
| C1 | CLOSER | NORTON | PR501-HOLD OPEN | 626 | WITH HOLD OPEN FUNCTION |
| CB | CANE BOLT | CROWN INDUSTRIAL | 3/4 X 24" SPRING HOLD | FORGED STEEL BLACK | WITH KEEPER : SET IN CONCRETE HOLE 6" MIN. |
| DB | DOOR BOTTOM | PEMKO | 216AV | DK BRONZE ANODIZED | |
| FB | FLUSH BOLTS | DON-JO | 1555 | 626 | INACTIVE LEAF |
| G1 | GASKET | PEMKO | S88BL | BLACK | |
| H1 | HINGES | HAGER | BB 1279 | USD-626 | 1.5 PAIR, 4.5"X4.5" |
| H2 | HINGES | HAGER | 311D | USD-626 | |
| H3 | CONTINUOUS HINGE | PEMKO | | USD 626 | |
| HO | HOLD OPEN | SARGENT | 35HN04 | | |
| KP1 | KICKPLATES | DON-JO | 9162 | STAINLESS STL | 12X34 TYP. |
| KRM | KEYED REMOVABLE MULLION | STEELCRAFT, REPUBLIC, CURRIES | KEYED REMOVABLE | PAINT PRIMER STEEL | PREP FOR CONTRA SWING DOORS WITH LEVER LOCKSET STRIKES |
| L1 | STOREROOM EXT | SCHLAGE-SATURN | AL80 | 626 | STOREROOM |
| L2 | CLASSROOM LOCK | SCHLAGE-SATURN | AL70 | 626 | WITH IC CORE |
| L3 | STOREROOM-INT | SCHLAGE SATURN | AL80 | 626 | STOREROOM |
| LG | LOCK GUARD | HAGER | | | |
| LP-1 | LOCK PANIC DEVICE | VON DUPRIN | 22 | 626 | WITH 06 TRIM, AND IC CORE CYLINDER |
| PP1 | PUSH-PULL | HAGER | 933-P-FLANGED | STAINLESS | 12"-EACH SIDE |
| SD1 | SILENCER-DOOR | HAGAR | D307 | BLACK | |
| SF1 | STOP-FLOOR | IVES | 1471 | | |
| SP1 | STRIKE PLATE | IVES | LP-211 | STAINLESS STL | |
| SW1 | STOP-WALL | IVES | WS407CCV | MILL FINISH | |
| T1 | THRESHOLD | PEMKO | 2005AV | MILL FINISH | VINYL INSERT AT RAISED EDGE |
| WS1 | WEATHERSTRIP | PEMKO | 290AS | MILL FINISH | MATCH DOOR OPENING/FRAME WIDTH |

## DOOR SCHEDULE

| MARK | USE | HARDWARE SET | DOOR | | | | | FRAME | | REMARKS |
|---|---|---|---|---|---|---|---|---|---|---|
| | | | WIDTH | HEIGHT | THICKNESS | MATERIAL | TYPE | TYPE | MATERIAL | |
| 100 | MEN | 3 | 3' - 0" | 6' - 8" | 1 3/4" | E | F | E | HM | |
| 101 | WOMN | 3 | 3' - 0" | 6' - 8" | 1 3/4" | E | F | E | HM | |
| 102 | PRO SHOP EXIT | 1 | 3' - 0" | 6' - 8" | 1 3/4" | AL | FG | A | AL | |
| 102B | PRO SHOP EXIT | 1 | 3' - 0" | 6' - 8" | 1 3/4" | AL | FG | A | AL | |
| 103 | ELECTRICAL | 2 | 3' - 0" | 6' - 8" | 1 3/4" | WD | F | A | WD | |
| 104 | SELF SERVC | 1 | 3' - 0" | 6' - 8" | 1 3/4" | AL | FG | B | AL | |
| 105 | UTILITY | 2 | 2' - 8" | 6' - 8" | 1 3/4" | HM | F | A | HM | |
| 106 | UTILITY | 2 | 2' - 8" | 6' - 8" | 1 3/4" | HM | F | E | HM | |
| 107 | PR DOORS | 4 | 3' - 0" | 6' - 8" | 1 3/4" | HM | F | PAIR | HM | CONTRA SWING DOORS |

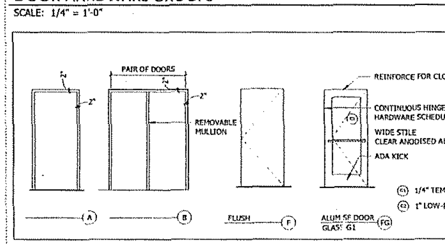
**GROUP 1**
HINGE: H3
LOCKSET LP-1 WITH TRIM
CYLINDER INCLUDE WITH PANIC
GASKET WS1
CLOSER C-1- HOLD OPEN
THRESHOLD T1
DOOR BOTTOM DB-1
LOCK GUARD LG
WEATHER FACTORY WEATHERSTRIP

**GROUP 2**
HINGE: H1 3 EA
LOCKSET L3 STOREROOM
GASKET WS1
HOLD OPEN NONE
THRESHOLD T2
DOOR BOTTOM NA
KICKPLATE 12" SS

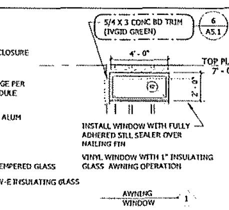
**GROUP 3**
HINGE: H1 3 EA
LOCKSET PP-1 PUSH PULL
GASKET S88
CLOSER C1
THRESHOLD T2
DOOR BOTTOM DB
KICKPLATE 12" SS EACH SIDE

**GROUP 4**
HINGE: H3 CONTINUOUS
MULLION KRM -CONTRA SWING DOORS
CYLINDER IC CORE AT MULLION
LOCK SET L2 CLASSROOM WITH IC CORES
GASKET S88
THRESHOLD T2
KICKPLATE 12" SS EACH SIDE

## DOOR HARDWARE GROUPS
SCALE: 1/4" = 1'-0" (2)




## DOOR, FRAME & WINDOW TYPES
SCALE: 1/4" = 1'-0"




## INFILL WINDOW
SCALE: 1/4" = 1'-0" (1)

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02/27/2020
ISSUED FOR:
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# IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

PROJECT INFORMATION

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |

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| | |
|---|---|
| DESIGNED/DRAWN: | Designer / Author |
| CHECKED: | Checker |
| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:
DOOR , WINDOW & FINISHES

SHEET
A5.1

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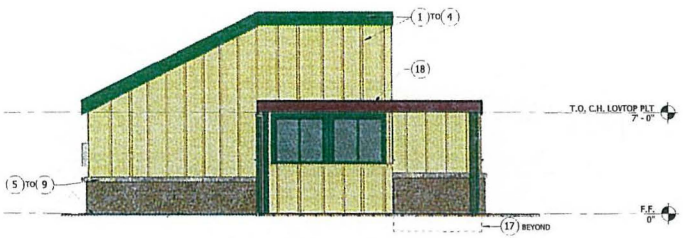
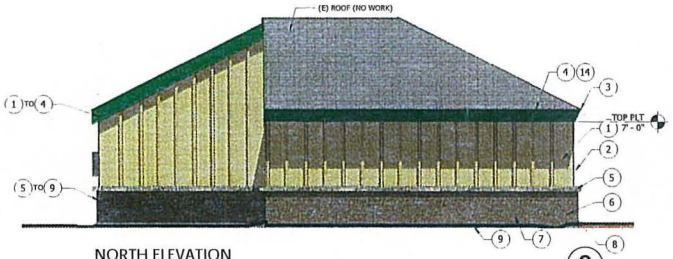



NORTH ELEVATION AT BREEZEWAY 9
SCALE: 1/4" = 1'-0"

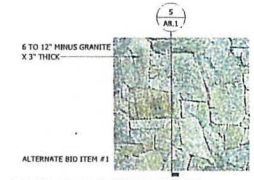



NORTH ELEVATION 8
SCALE: 1/4" = 1'-0"

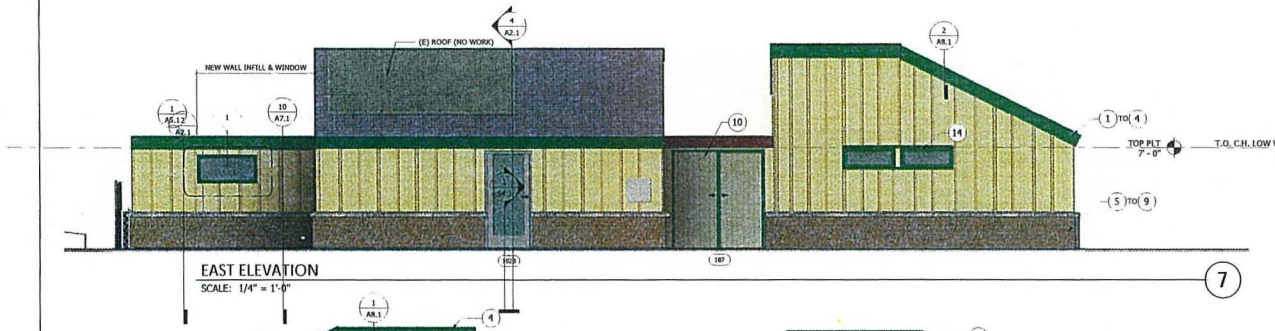
## KEYED NOTES

5 A8.1

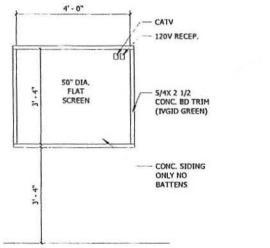
1. CONCRETE SIDING : FIBER CEMENT 5/16" SIDING- IVGID TAN
2. ALLURA 5/4 X 3" (NOM) FIBER CEMENT BATTEN-CEDAR-IVGID TAN
3. NEW DRIP FLASHING
4. NEW FACIA SEE DETAILS 6/A8.1 IVGID GREEN
5. WATER TABLE-CMU FACTORY RIPPED/ GROUND FACED COLOR 045
6. 2 FLOOD COATS BLOCK SEALERC.
7. 4X4X16 CMU- 3 TECTURES FROM 045 BASALITE COLOR SEE ALTERNATE ITEM #1 (STONE VENEER) ALSO
8. WEEP AT 'OTTOM OF CMU SEE DETAILS
9. CONC. CURB
10. NEW PAIR OF HM DOORS
11. ALUM SF DOOR & FRAME: CLEAR ANODIZED
12. ROUGH 2X6 BOARD FORMED CONCRETE
13. CONCRETE STAIRS
14. IVGID GREEN TRIM
15. CHAINLINK FENCE-VINYL COATED
16. STEEL RAILING TYPE 1
17. NEW FOOTING AT CURB - SEE STRUCT.
18. MAINTAIN (E) TERM BAR AT ROOFING
19. EXT. POLE LIGHT SEE ELECT.
20. RAISED CLEAR ALUM/ ENAMELED INCLINE VILLAGE TENNIS CENTER SIGN
21. TV LOCATION - SEE ELECTRICAL
22. LOCKING BULLETIN BRD. SEE 3/A5.1
23. (E) RAIN LEADER AT COL. ROUTE TO GRAVEL BED IN CRAWL SPACE
24. ROUTE (E) RAIN LEADER IN NEW INFILL WALL TO EXTERIOR AND ONTO 12"X 18" X 6" CONCRETE SPLASH BLOCK



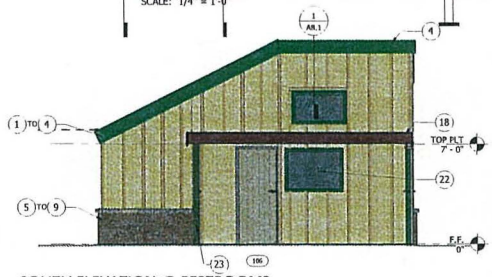

UPGRADED STONE VENEER
NOT TO SCALE



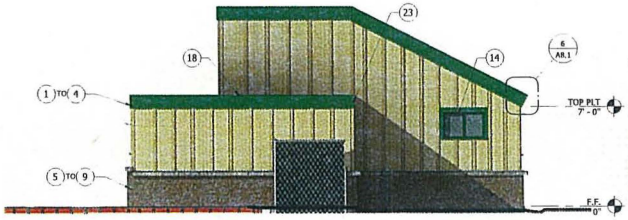

EAST ELEVATION 7
SCALE: 1/4" = 1'-0"



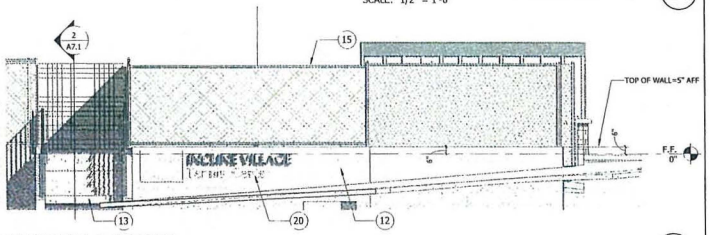

FLAT SCREEN TV MOUNTING 2
SCALE: 1/2" = 1'-0"



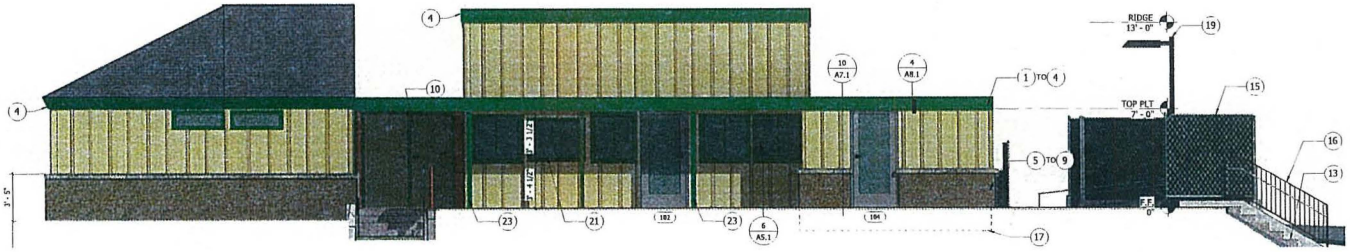

SOUTH ELEVATION @ RESTROOMS 6
SCALE: 1/4" = 1'-0"



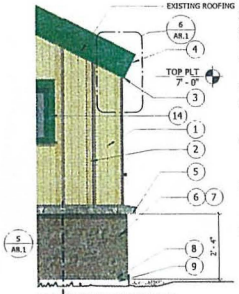

SOUTH ELEVATION 5
SCALE: 1/4" = 1'-0"




RAMP WALL ELEVATION 3
SCALE: 1/4" = 1'-0"




WEST ELEVATION 4
SCALE: 1/4" = 1'-0"




BATTEN INSTALLATION TO INSTALL FIBER CEMENT BATTENS:

1. PAINT OR STAIN CUT EDGES.
2. USE DOUBLE DIPPED HD CORROSION RESISTANT NAILS
3. (MIN. 0.113" GA, 9/32" HEAD).
4. ENSURE THAT NAILS PENETRATE THROUGH THE SIDING AND AT LEAST 1"INTO SOLID WOOD.
5. POSITION FASTENERS NO CLOSER THAN 1" FROM THE SIDES OF THE BATTEN AND NO CLOSER THAN 2" FROM THE END.
6. FOR BATTENS 3-1/2" WIDE OR LESS, FASTEN ON ALTERNATE SIDES OF THE BATTEN, SPACED NO MORE THAN 24" O.C.
7. FOR BATTENS 4" WIDE OR MORE, APPLY TWO FASTENERS, ONE ON EACH SIDE OF THE BATTEN, SPACED NO MORE THAN 16" O.C. BOARD AND BATTEN JOINT

EXTERIOR FINISHES 1
SCALE: 1/2" = 1'-0"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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

PROJECT INFORMATION:


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PROJECT NO: 20180054
DATE: 02/27/2020
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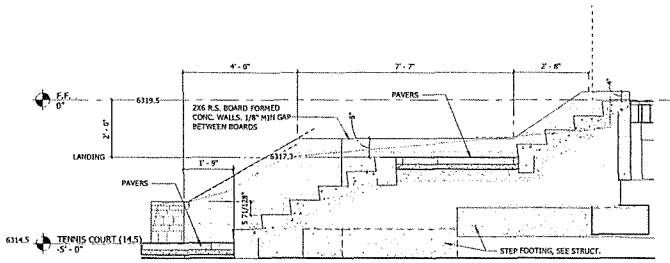


WEST STAIR-WEST RETAINING WALL PROFILE (6)
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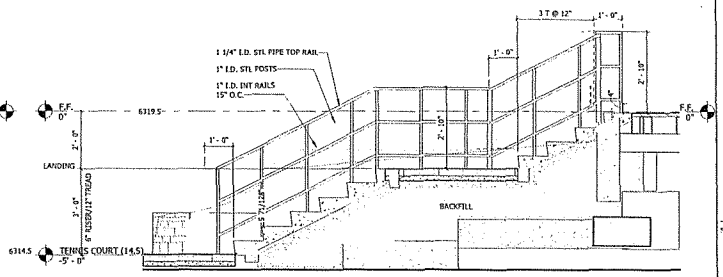


WEST STAIR AND RAILING SECTION (3)
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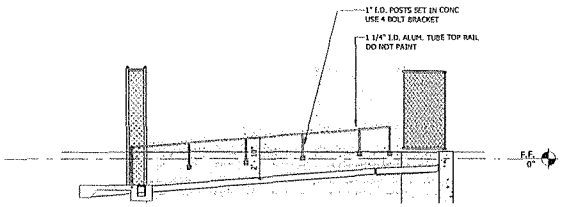


RAMP RAILING & CHAINLINK FENCING (5)
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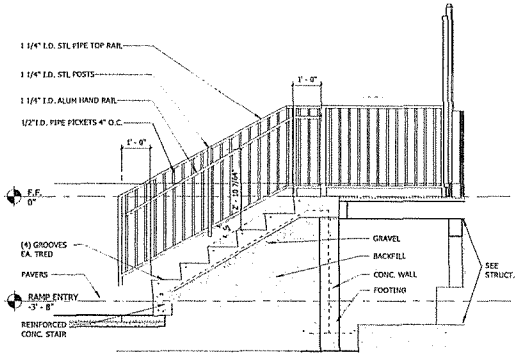
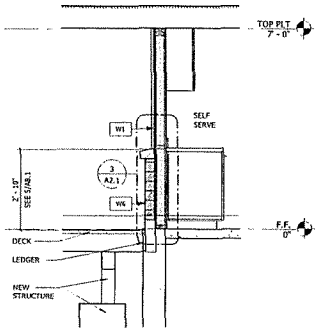
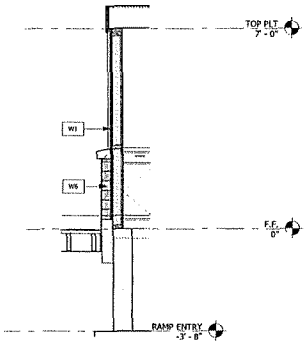



STAIR SECTION (2)
SCALE: 1/2" = 1'-0"




SECTION AT SELF SERVE (11)
SCALE: 1/2" = 1'-0"




WALL SECTION AT SELF SERVE (10)
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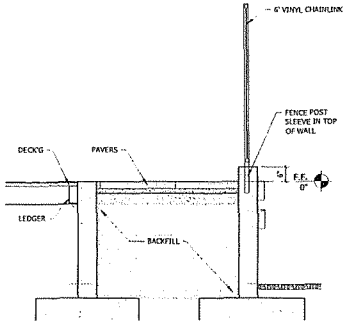


SECTION AT LANDING (4)
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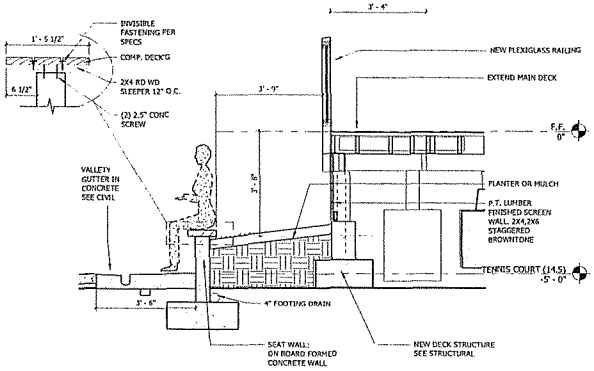


SECTION @ SEAT WALL (1)
SCALE: 1/2" = 1'-0"


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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

PROJECT INFORMATION

REVISIONS

| REV # | DESCRIPTION | DATE |
|---|---|---|


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| | |
|---|---|
| DESIGN/DRAWN: | Designer / Author |
| CHECKED: | Checker |
| PROJECT NO: | ZD180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |
| SHEET TITLE: | SECTIONS |

SHEET
A7.1

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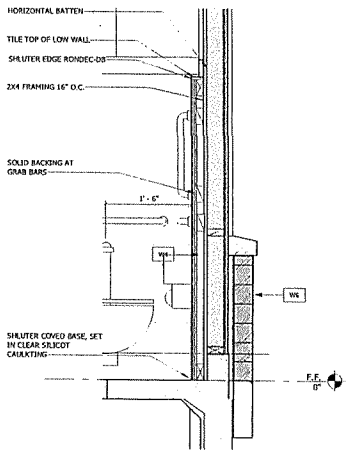


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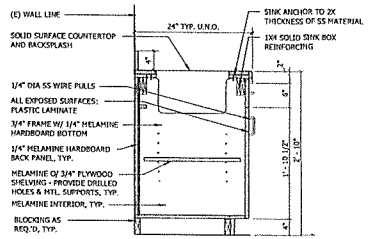


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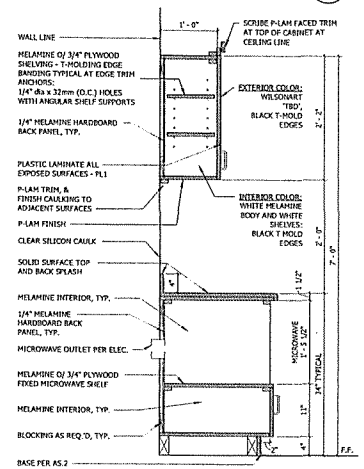


## MICROWAVE CASEWORK SECTION
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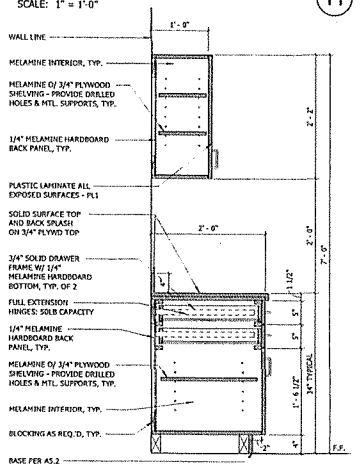
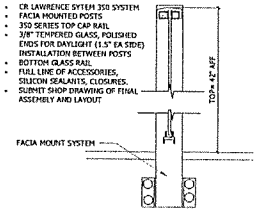
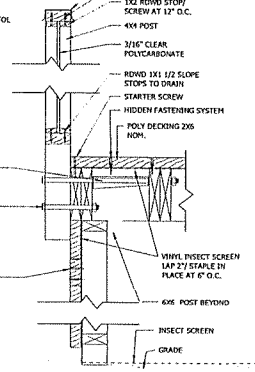


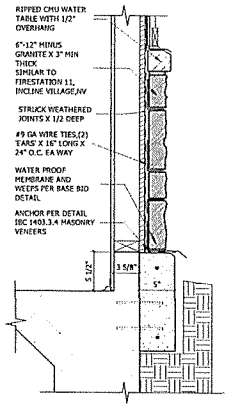

## DOUBLE DRAWER CASEWORK SECTION
SCALE: 1" = 1'-0" (10)



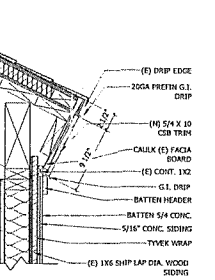

ALTERNATE BID ITEM #1: ALUMINUM GLASS RAIL SYSTEM



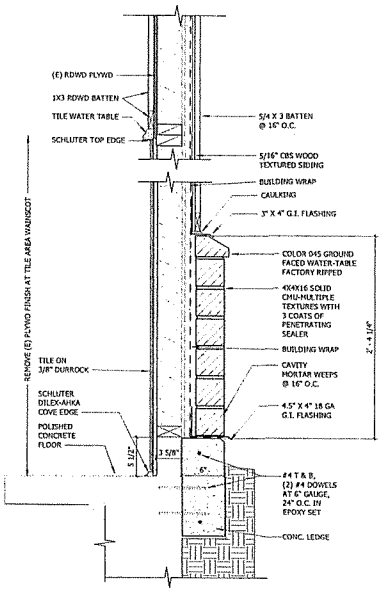

## DECK RAILING DETAIL
SCALE: 1 1/2" = 1'-0" (14)



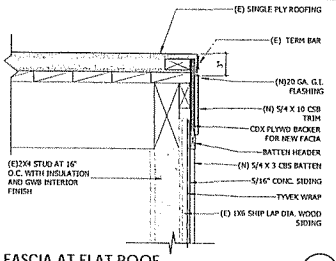

ALTERNATE BID ITEM #2 CUT STONE VENEER




## FACIA AT SHINGLE ROOOF
SCALE: 1 1/2" = 1'-0" (6)



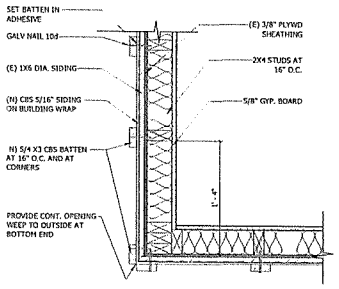

## CURB AT CMU VENEER @ RESTROOM
SCALE: 1 1/2" = 1'-0" (5)



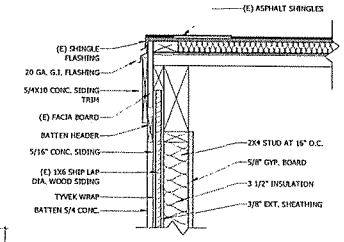

## RAIN LEADER AT WALL
SCALE: 1 1/2" = 1'-0" (7)



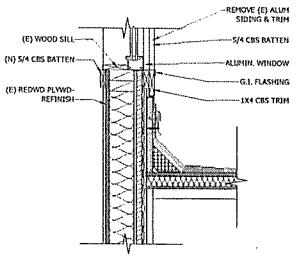

## FASCIA AT FLAT ROOF
SCALE: 1 1/2" = 1'-0" (4)




## TYP. EXTERIOR WALL SIDING
SCALE: 1 1/2" = 1'-0" (3)




## TYP. RAKE @ EPDM ROOF
SCALE: 1 1/2" = 1'-0" (2)




## ROOF/ HIGH WINDOW SECTION
SCALE: 1 1/2" = 1'-0" (1)

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02/27/2020
ISSUED FOR:
90% REVIEW

# IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-185
964 Incline Way, Incline Village, NV 89451

PROJECT DESCRIPTION

| REVISIONS | | |
|---|---|---|
| REV # | DESCRIPTION | DATE |

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|---|---|
| DESIGNED/DRAWN: | Designer / Author |
| CHECKED: | Checker |
| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |
| SHEET TITLE: | DETAILS |

SHEET
A8.1

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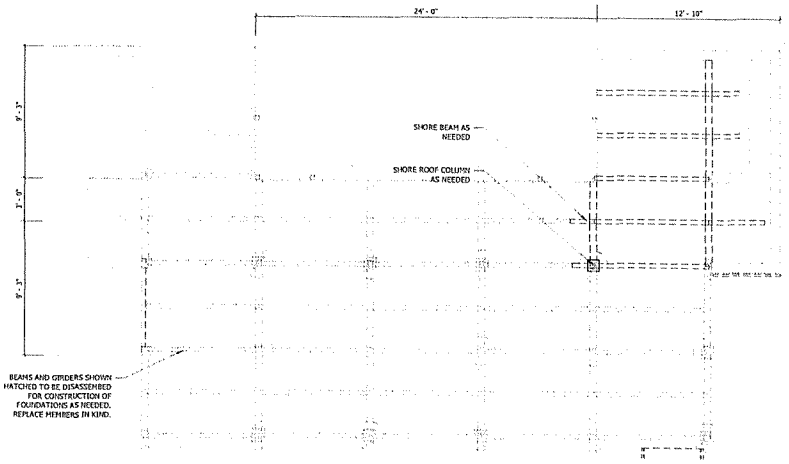
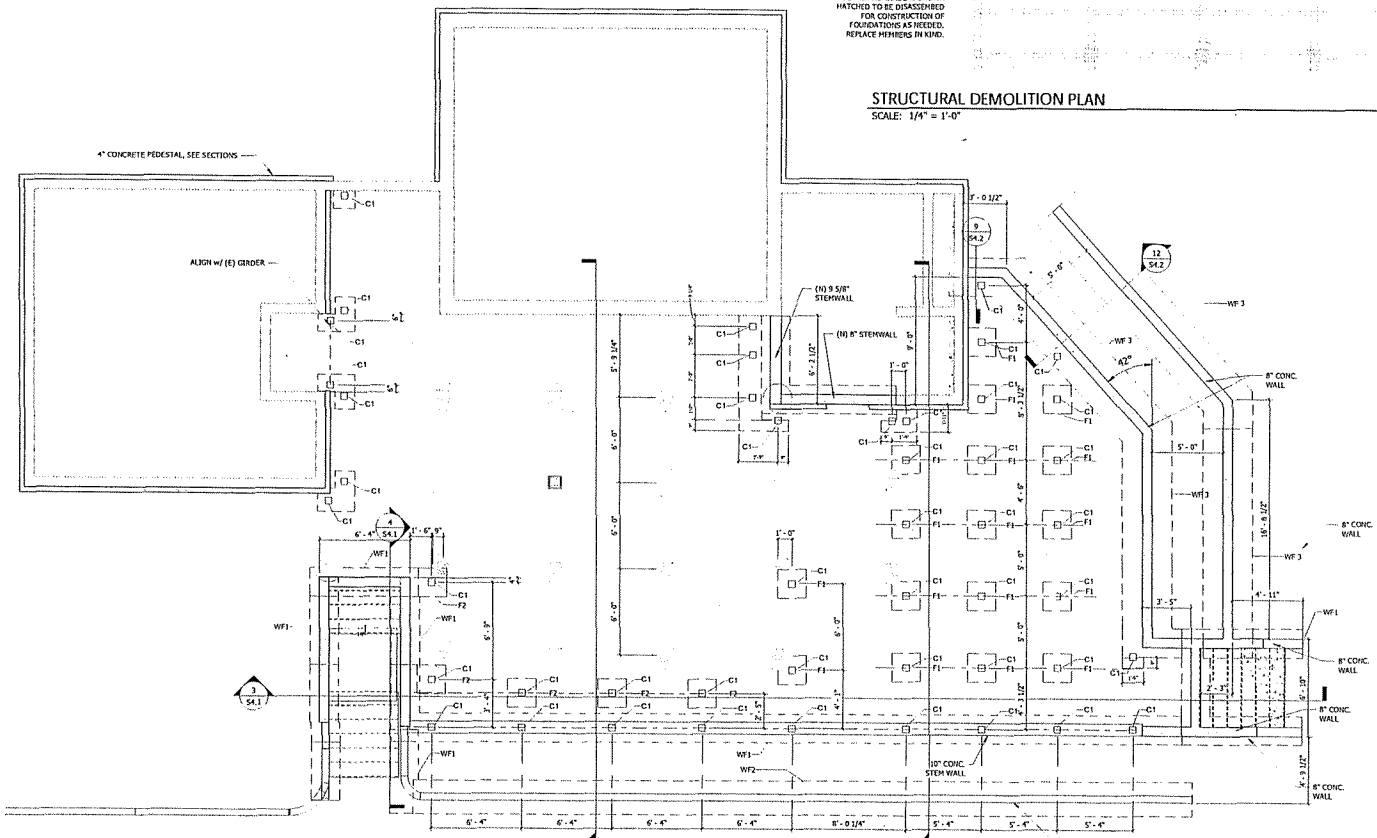



STRUCTURAL DEMOLITION PLAN
SCALE: 1/4" = 1'-0"

1




C1 - 6x6x DF #1 COLUMNS, PRESSURE TREATED.

FOOTING SCHEDULE

| MARK | DIMENSION | COMMENTS | REINFORCING |
|---|---|---|---|
| F1 | 3'x3'x24" | | (2) #5 E.W. AT BOTTOM |
| F2 | 3'x3'x36" | EXTEND AS NEEDED TO BE 24" BELOW GRADE OR MATCH ADJACENT WALL FTG DEPTH | (2) #5 E.W. AT BOTTOM |
| WF1 | 24" W x 12" D | | (3) #4 CONT., #5 AT 12" o.c. BOTTOM |
| WF2 | 30" W x 12" D | | (3) #4 CONT., #5 AT 12" o.c. BOTTOM |
| WF 3 | 42" W x 12" D | | (3) #5 CONT. TOP, #5 AT 18" o.c. TOP |

STRUCTURAL FOUNDATION PLAN
SCALE: 1/4" = 1'-0"

2

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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way, Incline Village, NV 89451

PROJECT INFORMATION

REVISIONS

| REV # | DESCRIPTION | DATE |
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CHECKED: Checker
PROJECT NO.: 2018D054
SCALE: As Noted
DATE: 02/27/2020
SHEET TITLE:
FOUNDATION PLAN

SHEET
S2.1

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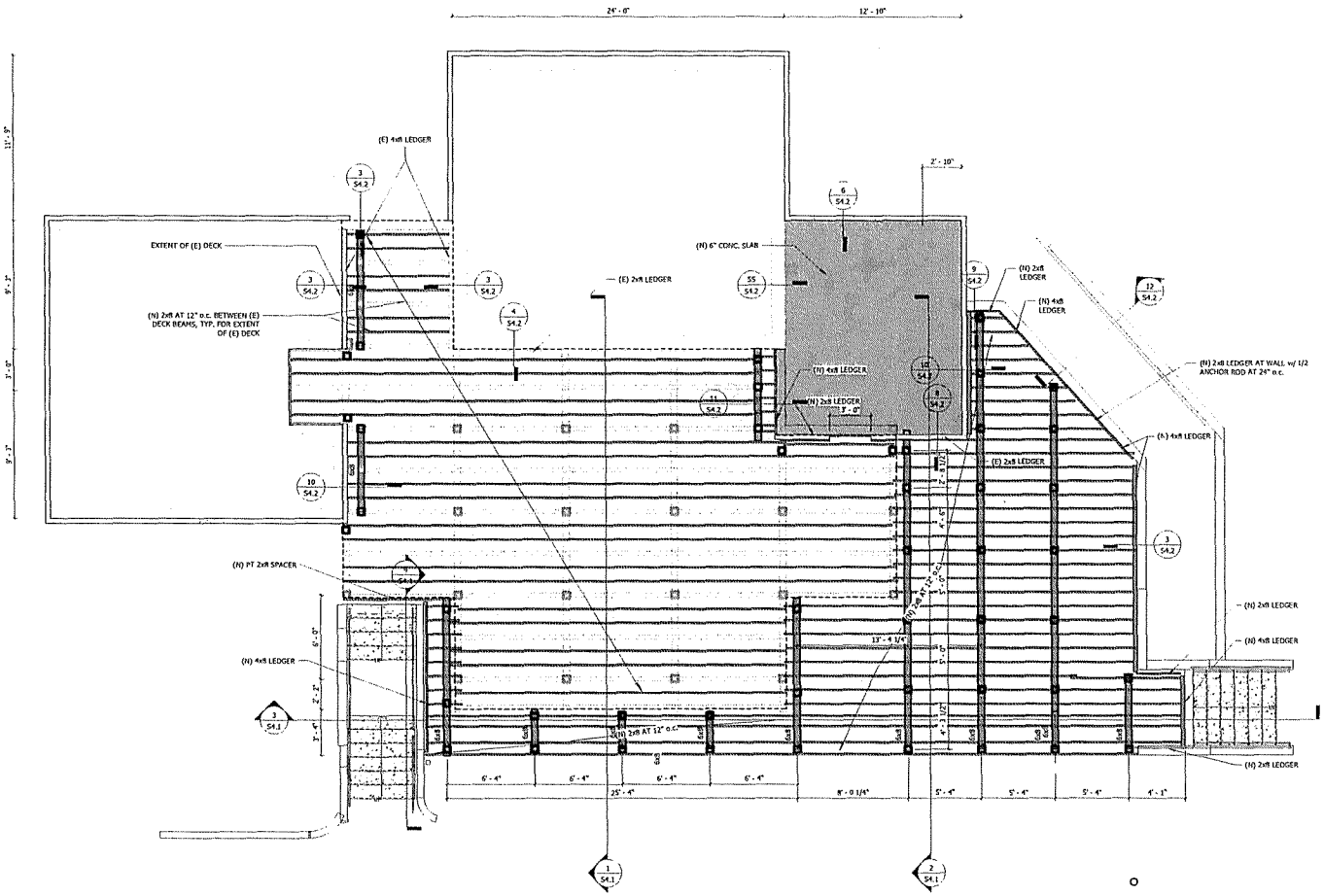


STRUCTURAL DECK FRAMING PLAN

SCALE: 1/4" = 1'-0"

1


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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185

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| PROJECT NO: | 2018-0054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:

FLOOR FRAMING PLAN

SHEET

S2.2

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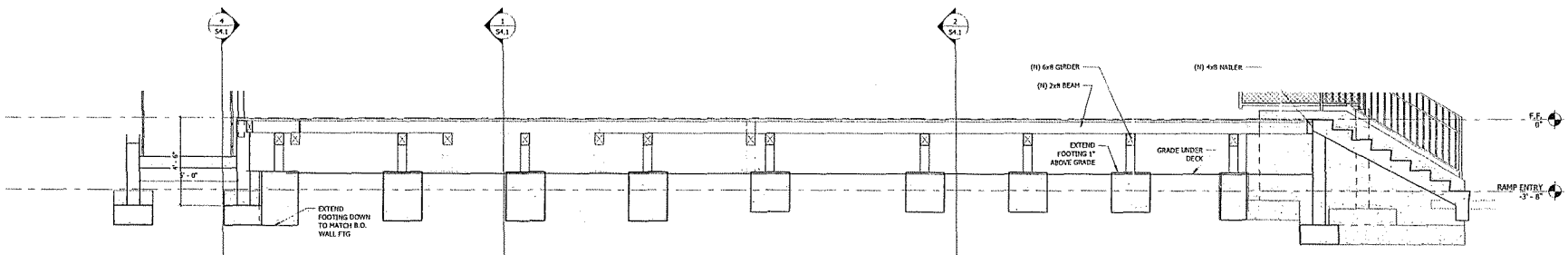
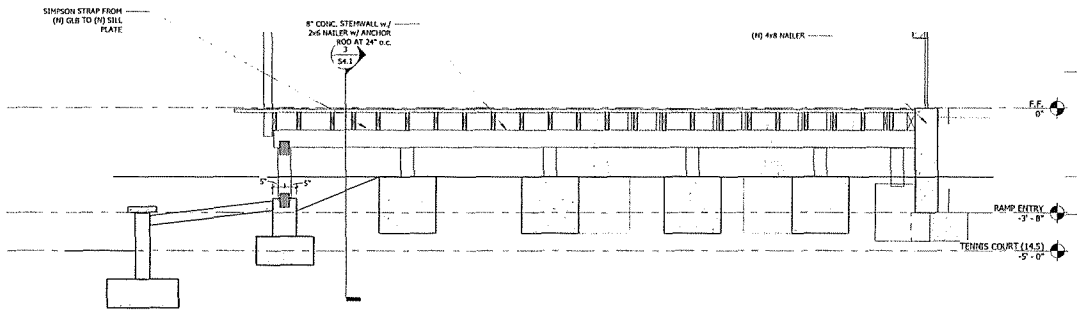



STRUCTURAL CROSS SECTION
SCALE: 3/8" = 1'-0"
3




STRUCTURAL SECTION 2
SCALE: 1/2" = 1'-0"
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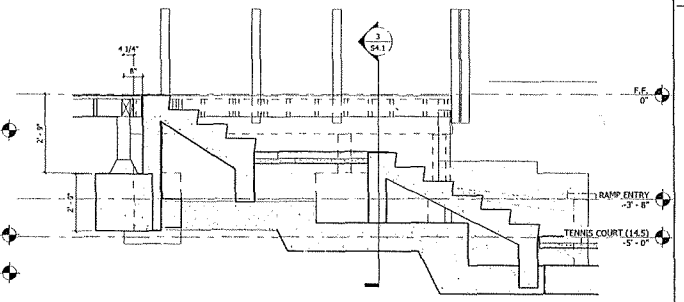
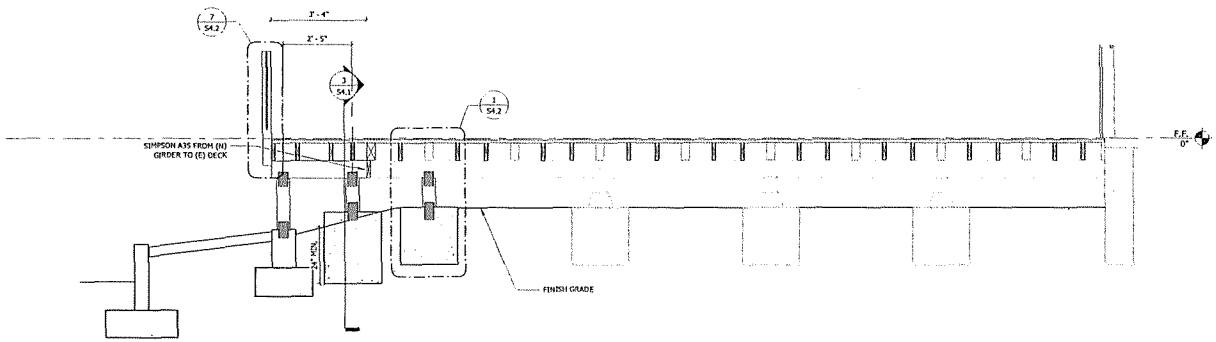



STAIR SECTION S
SCALE: 1/2" = 1'-0"
4




STRUCTURAL DECK SECTION
SCALE: 1/2" = 1'-0"
1

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PROJECT INFORMATION
IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-195
984 Incline Way Incline Village, NV 89451

REVISIONS

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| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE
SECTIONS

SHEET
S4.1

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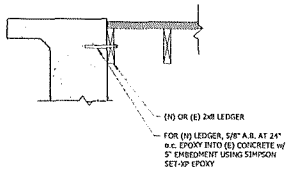
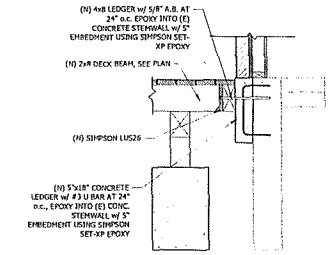



DECK TO LEDGER CONNECTION (4)
SCALE: 1" = 1'-0"




DECK TO NEW STEMWALL (10)
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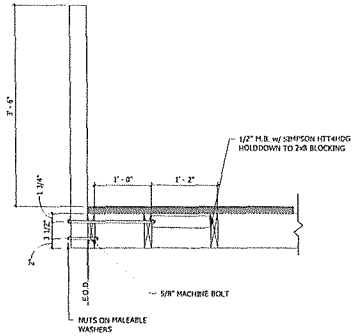
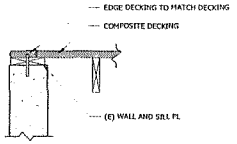
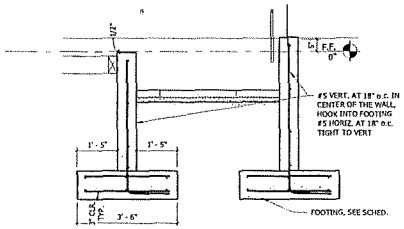


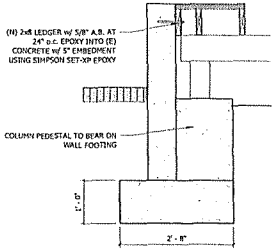

GUARDRAIL (7)
SCALE: 1" = 1'-0"



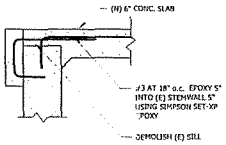

DECK TO WALL DETAIL (3)
SCALE: 1" = 1'-0"



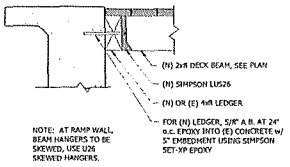

RAMP SECTION (12)
SCALE: 1/2" = 1'-0"



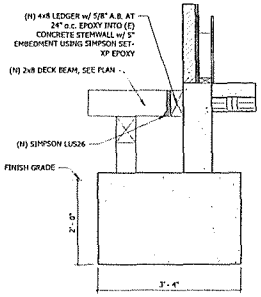

SECTION AT RAMP END WALL (9)
SCALE: 3/4" = 1'-0"



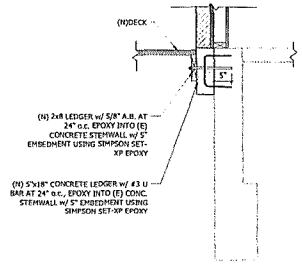

(N) SLAB TO (E) STEMWALL (6)
SCALE: 1" = 1'-0"



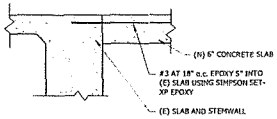

JOIST TO LEDGER CONNECTION (2)
SCALE: 1" = 1'-0"




DECK TO (E) STEMWALL (11)
SCALE: 3/4" = 1'-0"




DECK TO (E) WALL w/ CMU VENEER (8)
SCALE: 3/4" = 1'-0"




(N) SLAB TO (E) SLAB (55)
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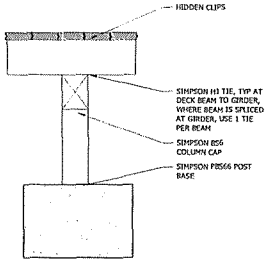


TYP. DECK FRAMING CONNCTIONS (1)
SCALE: 1" = 1'-0"

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# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way/ Incline Village, NV 89451

PROJECT NAME/LOCATION

REVISIONS

| REV # | DESCRIPTION | DATE |
|---|---|---|

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| CHECKED: | Checker |
| PROJECT NO. | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |
| SHEET TITLE: | STRUCTURAL DETAILS |

SHEET
S4.2

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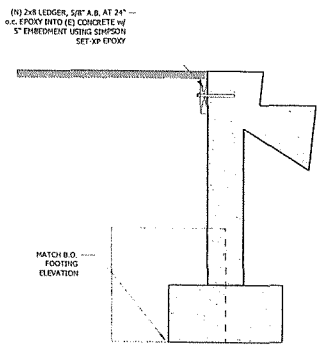
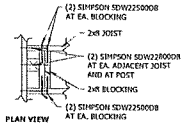
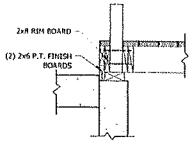
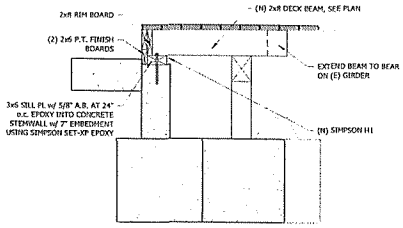



DECK TO STAIR
SCALE: 1" = 1'-0"
3




(N) DECK BTWN (E) DECK AND STAIR
SCALE: 3/4" = 1'-0"
2




(N) DECK BTWN (E) DECK AND STAIR
SCALE: 3/4" = 1'-0"
1

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PROJECT INFORMATION:

# IVGID TENNIS CENTER REMODEL

IVGID PWP No. WA-2020-185
964 Incline Way, Incline Village, NV 89451

REVISIONS

| REV # | DESCRIPTION | DATE |
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| PROJECT NO: | 20180054 |
| SCALE: | As Noted |
| DATE: | 02/27/2020 |

SHEET TITLE:
STRUCTURAL DETAILS

SHEET
S4.3

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2/28/2020 4:27:43 PM

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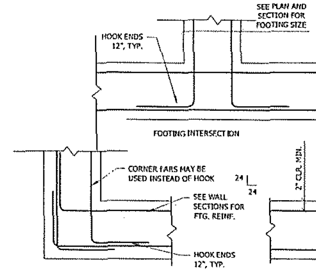
| CONNECTION | NAILING [a,m] | LOCATION |
|---|---|---|
| 1. JOIST TO SILL OR GIRDER | (3) 8d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | TOENAIL |
| 2. BRIDGING TO JOIST | (2) 8d COMMON<br>(2) 3"X0.131" NAILS<br>(2) 3" 14 GAGE STAPLES | TOENAIL EACH END |
| 3. 1"X6" SUBFLOOR OR LESS TO EACH JOIST | (2) 8d COMMON | FACE NAIL |
| 4. WIDER THAN 1"X6" SUBFLOOR TO EACH JOIST | (3) 8d COMMON | FACE NAIL |
| 5. 2" SUBFLOOR TO JOIST OR GIRDER | (2) 16d COMMON | BLIND AND FACE NAIL |
| 6. SOLE PLATE TO JOIST OR BLOCKING | 16d AT 16" O.C.<br>3"X0.131" NAILS AT 8" O.C.<br>3" 14 GAGE STAPLES AT 12" O.C. | TYPICAL FACE NAIL |
| SOLE PLATE TO JOIST OR BLOCKING, AT BRACED WALL PANELS | (3) 16d AT 16"<br>(4) 3"X0.131" NAILS AT 16"<br>(4) 3" 14 GAGE STAPLES PER 16" | BRACED WALL PANELS |
| 7. TOP PLATE TO STUD | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | END NAIL |
| 8. STUD TO 2X SOLE PLATE | (4) 8d COMMON<br>(4) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | TOENAIL |
| NOTE: AT STUD TO 3X SOLE PLATE, (2) 20d BOX END NAILS SHALL BE SUBSTITUTED FOR (2) 16d COMMON END NAILS. | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | ENDNAIL |
| 9. DOUBLE STUDS | 16d AT 24" O.C.<br>3"X0.131" NAIL AT 8" O.C.<br>3" 14 GAGE STAPLE AT 8" O.C. | FACE NAIL |
| 10. DOUBLED TOP PLATES | 16d AT 16" O.C.<br>3"X0.131" NAIL AT 12" O.C.<br>3" 14 GAGE STAPLE AT 12" O.C. | TYPICAL FACE NAIL |
| DOUBLED TOP PLATES | (8) 16d COMMON<br>(12) 3"X0.131" NAILS<br>(12) 3" 14 GAGE STAPLES TYP. FACE NAIL | LAP SPLICE |
| 11. BLOCKING BETWEEN JOISTS OR RAFTERS TO TOP PLATE | (3) 8d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | TOENAIL |
| 12. RIM JOISTS TO TOP PLATE | 8d AT 6" (152 mm) O.C.<br>3"X0.131" NAIL AT 6" O.C.<br>3" 14 GAGE STAPLE AT 6" O.C. | TOENAIL |
| 13. TOP PLATES, LAPS AND INTERSECTIONS | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | FACE NAIL |
| 14. CONTINUOUS HEADER, TWO PIECES | 16d COMMON | 16" O.C. ALONG EDGE |
| 15. CEILING JOISTS TO PLATE | (3) 8d COMMON<br>(5) 3"X0.131" NAILS<br>(5) 3" 14 GAGE STAPLES | TOENAIL |
| 16. CONTINUOUS HEADER TO STUD | (4) 8d COMMON | TOENAIL |
| 17. CEILING JOISTS, LAPS OVER PARTITIONS (SEE IBC SECTION 2308.10.4.1, TABLE 2308.10.4.1) | (3) 16d COMMON MINIMUM, TABLE 2308.10.4.1<br>(4) 3"X0.131" NAILS<br>(4) 3" 14 GAGE STAPLES | FACE NAIL |
| 18. CEILING JOISTS TO PARALLEL RAFTERS (SEE IBC SECTION 2308.10.4.1, TABLE 2308.10.4.1) | (3) 16d COMMON MINIMUM, TABLE 2308.10.4.1<br>(4) 3"X0.131" NAILS<br>(4) 3" 14 GAGE STAPLES | FACE NAIL |
| 19. RAFTER TO PLATE (SEE IBC SECTION 2308.10.1, TABLE 2308.10.1) | (3) 8d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | TOENAIL |
| 20. 1" DIAGONAL BRACE TO EACH STUD AND PLATE | (2) 8d COMMON<br>(2) 3"X0.131" NAILS<br>(2) 3" 14 GAGE STAPLES FACE NAIL | FACE NAIL |

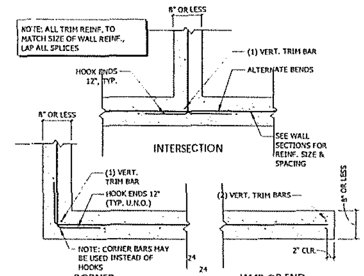
| CONNECTION | NAILING [a,m] | LOCATION |
|---|---|---|
| 21. 1"X8" SHEATHING TO EACH BEARING WALL | (2) 8d COMMON | FACE NAIL |
| 22. WIDER THAN 1"X8" SHEATHING TO EACH BEARING | (3) 8d COMMON | FACE NAIL |
| 23. BUILT-UP CORNER STUDS | 16d COMMON<br>3"X0.131" NAILS<br>3" 14 GAGE STAPLES | 24" O.C.<br>16" O.C.<br>16" O.C. |
| 24. BUILT-UP GIRDER AND BEAMS, | 20d COMMON AT 32" O.C.<br>3"X0.131" NAIL AT 24" O.C.<br>3" 14 GAGE STAPLE AT 24" O.C. | FACE NAIL AT T&B STAGGERED ON OPPOSITE SIDES |
| | (2) 20d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | FACE NAIL AT ENDS AND AT EACH SPLICE |
| 25. 2" PLANKS | 16d COMMON | AT EACH BEARING |
| 26. COLLAR TIE TO RAFTER | (3) 10d COMMON<br>(4) 3"X0.131" NAILS<br>(4) 3" 14 GAGE STAPLES FACE NAIL | FACE NAIL |
| 27. JACK RAFTER TO HIP | (3) 10d COMMON<br>(4) 3"X0.131" NAILS<br>(4) 3" 14 GAGE STAPLES | TOENAIL |
| | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | FACE NAIL |
| 28. ROOF RAFTER TO 2X RIDGE BEAM | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | TOENAIL |
| | (2) 16d COMMON<br>(3) 3"X0.131" NAILS<br>(3) 3" 14 GAGE STAPLES | FACE NAIL |
| 29. JOIST TO BAND JOIST | (3) 16d COMMON<br>(5) 3"X0.131" NAILS<br>(5) 3" 14 GAGE STAPLES | FACE NAIL |
| 30. LEDGER STRIP | (3) 16d COMMON<br>(4) 3"X0.131" NAILS<br>(4) 3" 14 GAGE STAPLES | FACE NAIL |
| 31. WOOD STRUCTURAL PANELS AND PARTICLEBOARD: SUBFLOOR, ROOF AND WALL SHEATHING (TO FRAMING): [b] | 1/2" AND LESS: 6d [c,l]<br>2 3/8"X0.113" NAIL [n]<br>1 3/4" 16 GAGE [o]<br>19/32" TO 3/4": 8d [d] OR 6d [e]<br>2 3/8"X0.113" NAIL [p]<br>2" 16 GAGE [p]<br>7/8" TO 1": 8d [c]<br>1-1/8" TO 1-1/4": 10d [d] OR 8d [e] | NOTE: SEE GENERAL NOTES AND/OR DIAPHRAM NAILING SCHEDULE FOR GREATER REQ. |
| SINGLE FLOOR (COMBINATION SUBFLOOR-UNDERLAYMENT TO FRAMING | 3/4" AND LESS: 6d [e]<br>7/8" TO 1" 8d [e]<br>1-1/8" TO 1-1/4" 10d [d] OR 8d [e] | |
| 32. PANEL SIDING (TO FRAMING): | 1/2" OR LESS: 6d [f]<br>5/8": 8d [f] | |
| 33. FIBERBOARD SHEATHING: [g] | 1/2": NO. 11 GAGE ROOFING NAIL [h]<br>6d COMMON NAIL<br>NO. 16 GAGE STAPLE [i]<br>25/32": NO. 11 GAGE ROOFING NAIL [h]<br>6d COMMON NAIL<br>NO. 16 GAGE STAPLE [i] | |
| 34. INTERIOR PANELING | 1/4": 4d [j]<br>3/8": 6d [k] | |

[a] COMMON OR BOX NAILS MAY BE USED EXCEPT WHERE OTHERWISE STATED.
[b] NAILS SPACED AT 6" O.C. AT EDGES, 12" AT INTERMEDIATE SUPPORTS EXCEPT 6" AT SUPPORTS WHERE SPANS ARE 48" OR MORE. FOR NAILING OF WOOD STRUCTURAL PANEL AND PARTICLEBOARD DIAPHRAGMS AND SHEAR WALLS, REFER TO IBC SECTION 2305. NAILS FOR WALL SHEATHING MAY BE COMMON, BOX OR CASING.
[c] COMMON OR DEFORMED SHANK.
[d] COMMON.
[e] DEFORMED SHANK.
[f] CORROSION-RESISTANT SIDING OR CASING NAIL.
[g] FASTENERS SPACED 3" O.C. AT EXTERIOR EDGES AND 6" O.C. AT INTERMEDIATE SUPPORTS. CORROSION-RESISTANT ROOFING NAILS WITH 7/16" DIA. HEAD AND 1 1/2" LENGTH FOR 1/2" SHEATHING AND 1 3/4" LENGTH FOR 25/32" SHEATHING.
[i] CORROSION-RESISTANT STAPLES WITH NOMINAL 7/16" CROWN AND 1 1/8" LENGTH FOR 1/2" SHEATHING AND 1 1/2" LENGTH FOR 25/32" SHEATHING. PANEL SUPPORTS AT 16" [20" IF STRENGTH AXIS IN THE LONG DIRECTION OF THE PANEL, UNLESS OTHERWISE MARKED].
[j] CASING OR FINISH NAILS SPACED 6" ON PANEL EDGES, 12" ATINTERMEDIATE SUPPORTS.
[k] PANEL SUPPORTS AT 24". CASING OR FINISH NAILS SPACED 6" ON PANEL EDGES, 12" AT INTERMEDIATE SUPPORTS.
[l] FOR ROOF SHEATHING APPLICATIONS, 8d NAILS ARE MINIMUM REQUIRED FOR WOOD STRUCTURAL PANELS.
[m] STAPLES SHALL HAVE A MINIMUM CROWN WIDTH OF 7/16".
[n] FOR ROOF SHEATHING APPLICATIONS, FASTENERS SPACED AT 4" O.C. AT EDGES, 8" AT INTERMEDIATE SUPPORTS.
[o] FASTENERS SPACED AT 4" O.C. AT EDGES, 8" AT INTERMEDIATE SUPPORTS FOR SUBFLOOR AND WALL SHEATHING AND 3" O.C. AT EDGES, 6" AT INTERMEDIATE SUPPORTS FOR ROOF SHEATHING.
[p] FASTENERS SPACED AT 4" O.C. AT EDGES, 8" AT INTERMEDIATE.

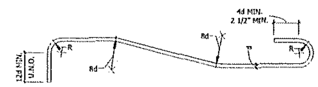
## NAILING SCHEDULE (1)
SCALE: 1" = 1'-0"




## TYP. REINF LAP IN FOOTING (5)
SCALE: 1" = 1'-0"




## TYP. CAST IN PLACE CONC. WALL REINF (3)
SCALE: 3/4" = 1'-0"




R = 3d FOR #3 THRU #8
R = 4d FOR #9 THRU #11
R = 5d FOR #14 THRU #18

## TYP. HOOKS AND BENDS (4)
SCALE: 1 1/2" = 1'-0"

LAP SPLICE (IN)

| f'c | BAR SIZE #3 | #4 | #5 | #6 | #7 | #8 | #9 | #10 | #11 |
|---|---|---|---|---|---|---|---|---|---|
| 2,500 | 24 | 32 | 39 | 47 | 69 | 78 | 88 | 100 | 110 |
| 3,000 | 22 | 29 | 36 | 43 | 63 | 72 | 81 | 91 | 101 |
| 3,500 | 20 | 27 | 33 | 40 | 58 | 66 | 75 | 84 | 93 |
| 4,000 | 19 | 25 | 31 | 37 | 54 | 62 | 70 | 79 | 87 |
| 5,000 | 17 | 23 | 28 | 34 | 49 | 56 | 63 | 71 | 78 |
| MASONRY | 27 | 36 | 45 | 74 | 101 | 152 | 192 | - | - |

1. SPLICE LENGTHS GIVEN ARE CLASS B FOR CONCRETE.
2. BARS LARGER THAN #11 SHALL NOT BE LAP SPLICED. PROVIDE APPROVED MECH'L COUPLERS OR CP BUTT WELDS AT SPLICES OF BARS GREATER THAN #11.
3. LAP LENGTHS GIVEN SHALL BE INCREASED 20% FOR BUNDLED BARS.
4. LAP LENGTHS CAN BE DECREASED BY 23% IF LESS THAN 50% OF THE BARS ARE SPLICED IN THE LAP AREA.
5. DO NOT USE THESE LENGTHS FOR EPOXY-COATED BARS.
6. INCREASE LAP LENGTHS AN ADDITIONAL 30% IF MORE THAN 12" OF CONCRETE IS POURED BELOW THE LAP AT ONE TIME.
7. MASONRY LAP SPLICES ARE FOR f'm = 1500 PSI

## TYP. LAP SPLICE LENGTHS (6)
SCALE: 1" = 1'-0"

| CLASS | 28 - DAY COMPRESSIVE STRENGTH, PSI | SIZE AND TYPE AGGREGATE | MAX SHRINK | ENTRAINED AIR-PERCENT | MAX. SLUMP INCHES | MAX W/C RATIO |
|---|---|---|---|---|---|---|
| A | 3000 | 3/4" CONC. | 0.065% | NONE | 3" | 0.45 |
| B | 4000 | 3/4" CONC. | 0.065% | 6±1 | 3" | 0.45 |
| C | 4000 | 3/4" CONC. | 0.055% | NONE | 3" | 0.45 |

NOTES:
1. SLUMP INDICATED IS WITH WATER ONLY. ADDITIONAL SLUMP IS ACCEPTABLE IF ADDED BY MEANS OF ADDITIVES THAT DO NOT PROMOTE SHRINKAGE OF CONCRETE OR DEGRADE THE CONCRETE.
2. USE TYPE II CEMENT.
3. USE CLASS A FOR FOUNDATIONS.
4. USE CLASS B FOR EXTERIOR.
5. USE CLASS C FOR PANELS.

## CONCRETE MIX DESIGNS (2)
SCALE: 1" = 1'-0"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SEAL:
NOT FOR CONSTRUCTION
PROGRESS PRINT
02/27/2020
ISSUED FOR:
90% REVIEW

PROJECT INFORMATION
# IVGID TENNIS CENTER REMODEL
IVGID PWP No. WA-2020-185
964 Incline Way Incline Village, NV 89451

REVISIONS

| REV # | DESCRIPTION | DATE |
|---|---|---|

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DESIGNED/DRAWN: Designer / Author
CHECKED: Checker
PROJECT NO: 20180054
SCALE: As Noted
DATE: 02/27/2020
SHEET TITLE: TYPICAL DETAILS

SHEET
S5.1

2/28/2020 4:27:58 PM

**FINAL PROJECT SCOPE: DECK EXPANSION, FENCE, TENNIS CT STAIRS, SEAT WALL, MAIN ENTRY STAIRS, RAMP, CONTROL GATES, STORM STRUCTURE , IMPROVE RESTROOMS, PROSHOP AND SELF SERVE AREA**

| WORK DESCRIPTION | $/UNIT | UNIT | QTY | TOTAL | SUB-TOTAL |
|---|---|---|---|---|---|
| **CIVIL & DRAINAGE IMPROVEMENTS** | | | | | |
| DRAINAGE & UTILITY | 1.00 | LS | 8,500.0 | 8,500.00 | |
| STORMTECH INFILTRATION STRUCTURE | 1.00 | LS | 25,000.0 | 25,000.00 | |
| PLANTING | 2.50 | sf | 1,750.0 | 4,375.00 | |
| IRRIGATION | 3.50 | ls | 1,750.0 | 6,125.00 | |
| RETENTION BASIN | 2.50 | SF | 840.0 | 2,100.00 | |
| CONCRETE FLATWORK (old valley gutter) AT TRENCH DRAIN | 370.00 | sf | 55.0 | 20,350.00 | |
| INSTALL TRENCH DRAIN | 110.00 | lf | 45.0 | 4,950.00 | |
| | | | | | **71,400.00** |
| **SITE UTILITIES** | | | | | |
| REPLACE RR WATER LINE UNDERGROUND | 90.00 | lf | 65.0 | 5,850.00 | |
| ADD PANEL AT PRO SHOP | 1.00 | ls | 7,500.0 | 7,500.00 | |
| ADD EXTERIOR POLE LIGHT | 1.000 | ls | 3,500.0 | 3,500.00 | |
| | | | | | **16,850.00** |
| **RAMP & STAIRS** | | | | | |
| DEMO EXISTING ASPHALT PAVING | 2100 | sf | 3.0 | 6,300.00 | |
| DEMO PAVERS AT (EX) LOWER DECK AREA | 565 | sf | 2.0 | 1,130.00 | |
| EXCAVATION & PREP | 1000 | sf | 5.0 | 5,000.00 | |
| REGRADE & EXTEND ASPHALT PATH | 2500 | sf | 12.0 | 30,000.00 | |
| CONC CURB | 95 | sf | 32.0 | 3,040.00 | |
| RAMP HANDRAIL | 35 | lf | 200.0 | 7,000.00 | |
| STAIR HANDRAIL WITH PICKETS | 40 | lf | 325.0 | 13,000.00 | |
| TERRACE SEAT WALL incl CONC WALL AND FTG'S | 70 | lf | 145.0 | 10,150.00 | |
| CONC WALLS-ROUGH FORMED x 4' AVG HT+FTG | 96 | lf | 145.0 | 13,920.00 | |
| CONCRETE RETAINING WALLS AND FOOTINGS | 100 | lf | 100.0 | 10,000.00 | |
| CORTEN STEEL LIGHTED ENTRY SIGN | 1 | ls | 3,500.0 | 3,500.00 | |
| NEW STAIRS : CONCRETE | 2.50 | ea | 2,500.0 | 6,250.00 | |
| PAVERS AT RAMP and LANDINGS | 300.00 | sf | 12.0 | 3,600.00 | |
| MODULAR LANDSCAPE WALLS x 48" REPAIR AND ADJUST | 10.00 | sf | 95.0 | 950.00 | |
| | | | | | **113,840.00** |
| **NEW COMPOSITE DECK, AND PERIMETER CONTROLS** | | | | | |
| **WORK AT EXISTING PAVER AREA- NEW COMPOSITE DECK** | | | | | |
| DEMO OF EXIST'G LOWER DECK , PAVERS, STAIRS & MODULAR WALL | 1200 | sf | 6.0 | 7,200.00 | |
| DEMO ROCK AT DECK AREA | 328 | sf | 30.0 | 9,840.00 | |
| GRAVEL UNDER NEW DECK AREA | 3.50 | yds | 35.0 | 122.50 | |
| NEW RAISED DECK- FOUNDATIONS/FRAMING/COMP DECK'G | 565.00 | sf | 60.0 | 33,900.00 | |
| **WORK AT EXISTING DECK** | | | | | |
| DEMO REDWOOD DECKING | 1147 | sf | 3.3 | 3,727.75 | |
| ADD/MODIFY EXISTING FRAMING | 1147 | sf | 37.0 | 42,439.00 | |
| INSTALL COMPOSITE 2X6 DECKING | 1147 | sf | 18.0 | 20,646.00 | |
| GRAVEL UNDER (EXISTING) DECK AREA | 7.50 | cy | 60.0 | 450.00 | |
| NEW CONC TENNIS STAIRS & LANDINGS | 130.00 | sf | 35.0 | 4,550.00 | |
| MATCH EXISTING POLYCARBONITE /WOOD RAILING | 30.00 | lf | 80.0 | 2,400.00 | |
| TUBE STEEL FENCING IMPROVEMENTS AND GATES | 25.00 | LF | 175.0 | 4,375.00 | |
| TUBE STEEL GATES- ROLLING | 1.00 | ea | 3,200.0 | 3,200.00 | |
| CHAINLINK FENCE'G VINYL COATED BLACK 6FT ON TOP OF RAMP WALL | 60.00 | lf | 80.0 | 4,800.00 | |
| CHAINLINK GATES AT 6FT WIDE ON ROLLERS. WITH KEY HARDWARE | 2.00 | ea | 1,100.0 | 2,200.00 | |
| LUMBER FINISHED SCREEN WALL AT DECK | 58.00 | lf | 35.0 | 2,030.00 | |
| EXTEND ROOF DRAINAGE FROM RWL AT FLAT ROOF | 5.00 | ea | 250.0 | 1,250.00 | |
| | | | | | **143,130.25** |
| DECK CANOPY 13 x 32 & FOOTINGS | 1.00 | LS | 35,000.0 | 35,000.00 | |
| | | | | | **35,000.00** |
| **CIVIL, DECK AND RAMP IMPROVEMENTS SUB-TOTAL** | | | | | **380,220.25** |
| GENERAL CONDITIONS | 0.090 | 9.0% | 380,220.3 | 34,219.82 | |
| OH/P | 0.15 | 15% | 380,220.3 | 57,033.04 | |
| CONTINGENCY | 0.12 | 12% | 380,220.3 | 45,626.43 | |
| **DECK AND RAMP IMPROVEMENTS TOTAL** | | | | **517,099.54** | |

**IVGID TENNIS CENTER REMODEL**
**90% CONST DOCS**
2/28/2020

| WORK DESCRIPTION | $/UNIT | UNIT | QTY | TOTAL | SUB-TOTAL |
|---|---|---|---|---|---|
| **BUILDING IMPROVEMENTS** | | | | | |
| **SELF SERVE BUILDING ALTERATIONS** | | | | | |
| NEW BREEZEWAY WINDOW | 1.00 | ls | 1,500.0 | 1,500.00 | |
| DEMO & PREP FOR WALLS & FLOORS | 205 | sf | 25.0 | 5,125.00 | |
| INFILL WINDOWS TO PRO SHOP: WD STUD, GWB EA SIDE | 40 | sf | 35.0 | 1,400.00 | |
| INFILL WALL AT [E] DOOR (exterior BD& Btn finish below) | 75 | sf | 40.0 | 3,000.00 | |
| CONC FLOOR AT SELF-SERVE | 180 | sf | 18.0 | 3,240.00 | |
| POLISH CONCRETE FLOOR | 180 | sf | 8.5 | 1,530.00 | |
| EXTERIOR WALL AND FOUNDATION | 20 | lf | 165.0 | 3,300.00 | |
| NEW ALUM SF DOOR @ SELF SERVE WITH PANIC HDWR | 1.00 | ea | 2,200.0 | 2,200.00 | |
| JAN CLOSET FRAMING & WALL FINISH | 8.50 | lf | 85.0 | 722.50 | |
| NEW UPPER/LOWER PLASTIC LAM CABINETS | 9.00 | lf | 550.0 | 4,950.00 | |
| NEW SOLID SURFACE TOPS AND BACK SPLASH | 35.00 | sf | 250.0 | 8,750.00 | |
| PAINT INTERIOR 2 COATS | 400 | sf | 3.5 | 1,400.00 | |
| FRP AT JAN ROOM | 60.00 | sf | 15.0 | 900.00 | |
| NEW APPLIANCE, REFRIG, MW | 2.00 | ea | 1.0 | 2.00 | |
| NEW LIGHTING, CONTROLS AND POWER | 1.00 | ls | 5,500.0 | 5,500.00 | |
| NEW SINK PLUMBING | 1.00 | ea | 3,500.0 | 3,500.00 | |
| NEW WATER HEATER | 1.00 | | 3,500.0 | 3,500.00 | |
| MOP SINK & ACCESSORIES | 1.00 | ls | 3,500.0 | 3,500.00 | **54,019.50** |
| **PRO-SHOP** | | | | | |
| NEW PRO-SHOP CARPET TILE INCLUDING DEMO | 391.00 | sf | 12.0 | 4,692.00 | |
| NEW PRO-SHOP WINDOW INFILL AT TV MOUNT | 20.00 | sf | 75.0 | 1,500.00 | |
| PRO-SHOP POINT OF SALE REFINISH CABINETRY | 27.00 | lf | 75.0 | 2,025.00 | |
| NEW SF DOOR (PRO SHOP) | 2 | ea | 2,100.0 | 4,200.00 | |
| PRO SHOP WALL SKIM COAT/TEXTURE & PAINT | 900 | sf | 8.5 | 7,650.00 | |
| DOOR & WINDOW TRIM REVISION | 1 | ls | 1,000.0 | 1,000.00 | |
| NEW SLATWALL AND TRIM | 200 | sf | 15.0 | 3,000.00 | |
| NEW LIGHTING & POWER | 1.00 | ls | 7,500.0 | 7,500.00 | **31,567.00** |
| **SELF SERVE & PRO SHOP SUB-TOTAL** | | | | | **85,586.50** |
| **RESTROOMS** | | | | | |
| DEMO FINISHES | 1,266.00 | sf | 2.5 | 3,165.00 | |
| PHENOLIC COMPARTMENTS | 2.50 | ea | 2,100.0 | 5,250.00 | |
| ACCESSORIES-REUSE EXISTING | 2.00 | ea | 500.0 | 1,000.00 | |
| NEW DOORS, HARDWARE | 2.00 | ea | 1,500.0 | 3,000.00 | |
| CLEAN/STAIN CEILING | 1,300.00 | sf | 2.5 | 3,250.00 | |
| FLOOR FINISH-POLISHED CONCRETE FLOORING | 1,266.00 | sf | 5.5 | 6,963.00 | |
| WALL FINISHES: Tile to 54" refinish wood above | 1.00 | ls | 7,500.0 | 7,500.00 | |
| DEMO PLUMBING | 9.00 | ea | 250.0 | 2,250.00 | |
| NEW PLUMBING: FIXTURES, TOILETS & W.H. | 5.00 | ea | 3,500.0 | 17,500.00 | |
| RELOCATED PLUMBING FIXTURES | 5.00 | ea | 1,500.0 | 7,500.00 | **64,878.00** |
| NEW LIGHTING, CONTROLS & POWER | 1.00 | ea | 7,500.0 | 7,500.00 | |
| **RESTROOM BUILDING HEATING & EXHAUST** | | | | | |
| RESTROOM HEATING | 4.00 | ea | 2,000.0 | 8,000.00 | |
| PLUMBING CHASE HEATING | 1.00 | ea | 2,000.0 | 2,000.00 | |
| RESTROOM INLINE EXHAUST | 1.00 | ea | 5,000.0 | 5,000.00 | |
| SELF SERVE HEATING | 1.00 | ea | 3,500.0 | 3,500.00 | |
| PATCH WALL AT OLD LOUVERS | 1.00 | ls | 1,500.0 | 1,500.00 | |
| ELECTRICAL PANEL ADD | 1.00 | ea | 2,500.0 | 2,500.00 | |
| | | | | | **172,964.50** |
| **TOTAL INTERIOR BUILDING ALTERATIONS** | | | | | |
| GENERAL CONDITIONS | 0.090 | 9.0% | 172,964.5 | 15,566.81 | |
| OH/P | 0.15 | 15% | 172,964.5 | 25,944.68 | |
| CONTINGENCY | 0.12 | 12% | 172,964.5 | 20,755.74 | |
| **TOTAL (including OH/P and 12% contingency)** | | | | **235,231.72** | |

| WORK DESCRIPTION | $/UNIT | UNIT | QTY | TOTAL | SUB-TOTAL |
|---|---|---|---|---|---|
| **EXTERIOR FACE LIFT: NEW SIDING AND CMU WAINSCOT** | | | | | |
| **SIDING REPLACEMENT & MASONRY WAINSCOT** | | | | | |
| DEMO PLASTIC SIDING & TRIM | 2,300.00 | sf | 3.5 | 8,050.00 | |
| REPAIR WATER DAMAGED PLATES, STUDS | 150.00 | lf | 25.0 | 3,750.00 | |
| 6X18" STRIP FOOTING/CURB FOR WAINSCOT & WATER PROTECTION | 250.00 | LF | 45.0 | 11,250.00 | |
| NEW 4" CMU WAINSCOT (32"x225') & WATER TABLE | 600.00 | sf | 17.0 | 10,200.00 | |
| WEATHER BARRIER | 2,300.00 | sf | 0.8 | 1,725.00 | |
| NEW CONCRETE BOARD & BATTEN SIDING & TRIM | 1,700.00 | sf | 11.5 | 19,550.00 | |
| PAINTING CONC SIDING AND TRIM 2 COLORS | 2,000.00 | sf | 4.0 | 8,000.00 | |
| PAINTING: EXISTING EXTERIOR WOOD CEILINGS, COLUMNS, DOORS | 500.00 | sf | 3.5 | 1,750.00 | |
| REMOVE AND RELOCATE MISC. CONDUIT AND FIXTURES | 1.00 | ls | 5,500.0 | 5,500.00 | |
| TRIM: WINDOW, FACIA | 800.00 | lf | 5.0 | 4,000.00 | |
| BULLETIN BOARD INSTALL | 1.00 | ls | 800.0 | 800.00 | |
| ROOF DRIP FLASHING & CAULKING | 1,700.00 | sf | 2.5 | 4,250.00 | |
| | | | | | **78,825.00** |
| **EXTERIOR FACE LIFT: NEW SIDING AND CMU WAINSCOT** | | | | | |
| GENERAL CONDITIONS | 0.09 | 9.0% | 78,825.0 | 7,094.25 | |
| OH/P | 0.15 | 15% | 78,825.0 | 11,823.75 | |
| CONTINGENCY | 0.12 | 12% | 78,825.0 | 9,459.00 | |
| **TOTAL (Including OH/P and 12% contingency)** | | | | **107,202.00** | |
| **ALTERNATE BID ITEMS** | | | | | |
| 1. ALUM FRAME & GLASS RAILING AT DECK (add to base rail $$) | 66.00 | lf | 225.0 | 14,850.00 | |
| 2. STONE WAINSCOT: 2" THK CUT GRANITE VENEER (add to cmu $$) | 600.00 | st | 30.0 | 18,000.00 | |
| 3. TILE FLOORING AT RESTROOMS (add to polish $$) | 1266 | sf | 10.0 | 12,660.00 | |
| 4. STAINLESS STL TOILET PARTITIONS (add to base partitions $$) | 2.5 | ea | 1,500.0 | 3,750.00 | |
| | | | | | **49,260.00** |
| GENERAL CONDITIONS | 0.09 | 9% | 49,260.0 | 4,433.40 | |
| OH/P | 0.15 | 15% | 49,260.0 | 7,389.00 | |
| CONTINGENCY | 0.12 | 12% | 49,260.0 | 5,911.20 | |
| **TOTAL** | | | | **66,993.60** | |

## ESTIMATE SUMMARY

| | |
|---|---|
| **DECK, RAMP, CIVIL & DRAINAGE IMPROVEMENTS** | 517,099.54 |
| **REMODEL RESTROOMS, SELF SERVE & PRO SHOP. NEW UTILITES, LIGHTING, PLUMBING. EXHAUST AND HEATING** | 235,231.72 |
| **REPLACE EXTERIOR SIDING AND TRIM WITH NEW MATERIALS** | 107,202.00 |
| **BASE PROJECT G.C'S, OH/P & 12% CONTINGENCY** | **859,533.26** |
| **All Alternate Bid Items** | 66,993.60 |
| **GROSS TOTAL WITH ALT BID ITEMS** | **926,526.86** |

**BREAKDOWN OF CONTRACTOR COSTS & CONTINGENCY (INCLUDING ALTERNATE #1)**

| | | |
|---|---|---|
| TOTAL GENERAL CONDITIONS: | 9.0% | 61,314.28 |
| TOTAL OVERHEAD & PROFIT (OH&P) | 15% | 102,190.46 |
| TOTAL CONTINGENCY: | 12% | 81,752.37 |

# MEMORANDUM

| | |
|---|---|
| **TO:** | Board of Trustees |
| **THROUGH:** | Indra Winquest<br>Interim General Manager |
| **FROM:** | Mike Bandelin<br>Diamond Peak Ski Resort General Manager |
| **SUBJECT:** | Review, Discuss and Possibly Approve implementation of a three-tiered Season Pass sales initiative and rate structure for Diamond Peak Ski Resort's 2020-2021 ski season pass program |
| **STRATEGIC PLAN:** | Long Range Principle #2 - Finance |
| **DATE:** | February 21, 2020 |

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## I. RECOMMENDATION

Staff recommends that the Board of Trustees makes a motion to:

1. Approve a three-tiered season pass pricing structure, effective March 14, 2020 for Diamond Peak Ski Resort's 2020/2021 season passes including an Early Bird (Tier 1) through April 30, 2020, a Preseason (Tier 2) May 1 – October 31, 2020, and a Regular Season (Tier 3) rate, beginning November 1, 2020 through the end of the ski season in 2021.

2. Approve a Non Resident ski season pass rate increase of $10.00 to all pass products included in the Early Bird (Tier 1), Preseason (Tier 2), and Regular Season (Tier 3) categories excluding the 6 & Under and the 80+ products from the increase within all 3 tiers.

3. Approve a zero dollar increase to Resident ski season pass products included in the Early Bird (Tier 1), Preseason (Tier 2), Regular Season (Tier 3) categories as well a zero dollar increase to all Resident daily lift ticket products.

## II. DISTRICT STRATEGIC PLAN

The Season Pass Sale Program supports the Long Range Principle #2 Finance; The District will ensure fiscal responsibility and sustainability of service capacities by maintaining effective financial policies for operating budgets, fund balances, capital improvements, and debt management.

## III. BACKGROUND

The District operated ski area provides a sale of a season ski passes to the residents as well as to non-resident customers. For the past four years, the District has initiated an approved Season Pass sale in mid-March. This was in response to other resorts offering Season Pass sales early and the focus on capturing sales while people are still excited about the current season and looking forward to next year. Since the 2016/2017 season, the District has offered three date-based pricing tiers.

- Early-Bird (Mid-March – April 30) = lowest pass price available
- Pre-Season (May 1 – Oct. 31) = mid-point between lowest and full price
- Regular Season (Nov. 1 – Mid March) = full price

This strategy proved successful as shown in the table below listing total passes issued by resident and nonresident.

| Season Passes | 2015/16 7/1 – 2/28 | 2016/17 3/19 - 2/28 | 2017/18 3/21 – 2/28 | 2018-19 3/11 - 2/28 | 2019-20 3/16 – 2/28 |
|---|---|---|---|---|---|
| Total | 3,219 | 3,997 | 4,099 | 5,135 | 6,602 |
| Resident | 2,043 | 2,229 | 2,241 | 2,479 | 2,936 |
| Non Resident | 1,176 | 1,698 | 1,858 | 2,535 | 3,657 |
| Pass Revenue | 715,000 | 825,000 | 851,000 | 1,188,000 | 1,600,000 |

The recommendation proposed is to approve Staff to initiate a Fiscal Year 2020/2021 Diamond Peak season pass sales on or around March 14, 2020, and continue with the 3-tiered pricing structure for season passes adopted last season, with Early Bird (Tier 1) rates available through April 30, 2020; Preseason (Tier 2) rates available from May 1 – October 31, 2020; and Regular Season (Tier 3) rates available from November 1, 2020 through the end of the ski season 2021.

For Non Resident pass products, Full and Midweek, Staff is proposing a $10.00 increase to the season pass products within the Early Bird (Tier 1), Preseason (Tier 2) and Regular Season (Tier 3). The Non-Resident pass products including 6 & under and 80+ will remain unchanged and consistent with the 2019/2020 pass rates.

The recommendation is also proposing IVGID Picture Pass Holder season pass rate structure remain consistent with no change from the approved 2019-2020 pass rates for the 2020-2021 season pass program.

To remain consistent with providing value to our Picture Pass Holders, there are no proposed changes to the current Resident daily lift ticket prices for the 2020/2021 season which have not been changed since 2012/2013.

| **DAILY TICKETS** | Resident Value/Weekend | Resident Peak Period | Non-Resident Value/Weekend | Non-Resident Peak Period |
|---|---|---|---|---|
| Adult (24-64) | $25 | $35 | $94 / $104 | $114 |
| Youth (13-23) | $20 | $30 | $74 / $84 | $94 |
| Senior (64-79) | $20 | $30 | $74 / $84 | $94 |
| Child (7-12) | $15 | $20 | $39 / $44 | $49 |
| Beginner | $18 | $28 | $49 / $59 | $69 |
| 6 & under / 80+ | Free | Free | Free | Free |

## IV. FINANCIAL IMPACT AND BUDGET

If the provided recommendation is approved, the rate adjustment for Non Resident pass products may provide $20,000 - $30,000 in additional season pass revenue within the 2020-2021 fiscal year.

## V. COMMENTS

Policy 3.1.0, - Conduct Meetings of the Board of Trustees section 0.15 - Consent Calendar - states the consent calendar may not include changes to user rates or taxes, adoption or amendment of ordinances, or any other action which is subject to public hearing.

Although to remain consistent with previous Community Services Memorandum's of Recommendations to Key Rates - **The IVGID Board of Trustees allows management to adjust prices to accomplish yield management provided the rate offered to the public is above the IVGID Picture Pass Holder rate.*

## VI. BUSINESS IMPACT

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

## VII. ALTERNATIVES

Alternatives include a direction to make no changes to the Non Resident season pass product pricing for the 2020-2021 pass program and not approve a three-tiered season pass pricing structure beginning on or about March 14, 2020.

## VIII. COMPARISON TABLES

The tables below provide a comparison of the approved 2018-2019 and 2019-2020 Season Pass pricing tiers as well as the proposed 2020-2021 Season Pass pricing tiers. Also included is an additional table that provides the current number of passes issued by pass type.

| 2018-19 Diamond Peak Season Pass Rates | March 15 - April 30, 2018 Tier 1 | May 1 - October 31, 2018 Tier 2 | November 1 - March 16, 2019 Tier 3 |
|---|---|---|---|
| | | | |
| **Picture Pass Holder Full Pass** | | | |
| Adult (24-64) | $289 | $319 | $349 |
| Youth (13-23) | $139 | $159 | $189 |
| Child (7-12) | $109 | $129 | $149 |
| Senior (65-69) | $109 | $119 | $149 |
| Super Senior (70-79) | $29 | $39 | $49 |
| 6 & under / 80+ | Free | Free | Free |
| | | | |
| **Picture Pass Holder Midweek Pass** | | | |
| Adult (24-64) | $219 | $249 | $299 |
| Youth (13-23) | $109 | $129 | $149 |
| Senior (65-69) | $89 | $99 | $119 |
| Super Senior (70-79) | $20 | $30 | $40 |
| | | | |
| **Non-Resident Full Pass** | | | |
| Adult (24-64) | $399 | $449 | $479 |
| Youth (13-23) | $229 | $249 | $259 |
| Child (7-12) | $159 | $179 | $199 |
| Senior (65-69) | $159 | $179 | $199 |
| Super Senior (70-79) | $139 | $149 | $169 |
| 6 & under / 80+ | Free | Free | Free |
| | | | |
| **Non-Resident Midweek Pass** | | | |
| Adult (24-64) | $299 | $319 | $339 |
| Youth (13-23) | $199 | $209 | $219 |
| Senior (65-69) | $139 | $149 | $169 |
| Super Senior (70-79) | $119 | $129 | $149 |

The table below indicates the approved $5.00 increase to the Non-Resident season pass products within the Preseason (Tier 2) and a $10 increase to products within Regular Season (Tier 3) category at the February 27, 2019 IVGID Board of Trustees meeting.

| 2019-20 Approved Diamond Peak Season Pass Rates | March 16 - April 30, 2019 Tier 1 | May 1 - October 31, 2019 Tier 2 | November 1, 2019 to end of ski season 2020 Tier 3 |
|---|---|---|---|
| | | | |
| **Picture Pass Holder Full Pass** | | | |
| Adult (24-64) | $289 | $319 | $349 |
| Youth (13-23) | $139 | $159 | $189 |
| Child (7-12) | $109 | $129 | $149 |
| Senior (65-69) | $109 | $119 | $149 |
| Super Senior (70-79) | $29 | $39 | $49 |
| 6 & under / 80+ | Free | Free | Free |
| | | | |
| **Picture Pass Holder Midweek Pass** | | | |
| Adult (24-64) | $219 | $249 | $299 |
| Youth (13-23) | $109 | $129 | $149 |
| Senior (65-69) | $89 | $99 | $119 |
| Super Senior (70-79) | $20 | $30 | $40 |
| | | | |
| **Non-Resident Full Pass** | | | |
| Adult (24-64) | $399 | $454 | $489 |
| Youth (13-23) | $229 | $254 | $269 |
| Child (7-12) | $159 | $184 | $209 |
| Senior (65-69) | $159 | $184 | $209 |
| Super Senior (70-79) | $139 | $154 | $179 |
| 6 & under / 80+ | Free | Free | Free |
| | | | |
| **Non-Resident Midweek Pass** | | | |
| Adult (24-64) | $299 | $324 | $349 |
| Youth (13-23) | $199 | $214 | $229 |
| Senior (65-69) | $139 | $154 | $179 |
| Super Senior (70-79) | $119 | $134 | $159 |

The table below indicates the proposed increase of $10 to Non-Resident pass products within Tier 1, Tier 2 and Tier 3.

| 2020-2021 Proposed Diamond Peak Season Pass Rates | March 14 - April 30, 2020 Tier 1 | | May 1 - October 31, 2020 Tier 2 | | November 1, 2020 to end of ski season 2021 Tier 3 |
|---|---|---|---|---|---|
| | | | | | |
| **Picture Pass Holder Full Pass** | | | | | |
| Adult (24-64) | $289 | | $319 | | $349 |
| Youth (13-23) | $139 | | $159 | | $189 |
| Child (7-12) | $109 | | $129 | | $149 |
| Senior (65-69) | $109 | | $119 | | $149 |
| Super Senior (70-79) | $29 | | $39 | | $49 |
| 6 & under / 80+ | Free | | Free | | Free |
| | | | | | |
| **Picture Pass Holder Midweek Pass** | | | | | |
| Adult (24-64) | $219 | | $249 | | $299 |
| Youth (13-23) | $109 | | $129 | | $149 |
| Senior (65-69) | $89 | | $99 | | $119 |
| Super Senior (70-79) | $20 | | $30 | | $40 |
| | | | | | |
| **Non-Resident Full Pass** | | | | | |
| Adult (24-64) | $409 | | $464 | | $499 |
| Youth (13-23) | $239 | | $264 | | $279 |
| Child (7-12) | $169 | | $194 | | $219 |
| Senior (65-69) | $169 | | $194 | | $219 |
| Super Senior (70-79) | $149 | | $164 | | $189 |
| 6 & under / 80+ | Free | | Free | | Free |
| | | | | | |
| **Non-Resident Midweek Pass** | | | | | |
| Adult (24-64) | $309 | | $334 | | $359 |
| Youth (13-23) | $209 | | $224 | | $239 |
| Senior (65-69) | $149 | | $164 | | $189 |
| Super Senior (70-79) | $129 | | $144 | | $169 |

The table below provides the current number of passes issued by type.

| Season 2019/20 | Quantity | Percentage of Passes |
|---|---|---|
| | | |
| **Picture Pass Holder Full Pass** | **2,848** | |
| Adult (24-64) | 1,223 | 43% |
| Youth (13-23) | 373 | 13% |
| Child (7-12) | 333 | 12% |
| Senior (65-69) | 234 | 8% |
| Super Senior (70-79) | 428 | 15% |
| 6 & under | 200 | 7% |
| 80+ | 57 | 2% |
| **Picture Pass Holder Midweek Pass** | **88** | |
| Adult (24-64) | 59 | 67% |
| Youth (13-23) | 0 | 0% |
| Senior (65-69) | 18 | 20% |
| Super Senior (70-79) | 11 | 13% |
| **Non-Resident Full Pass** | **3,436** | |
| Adult (24-64) | 1,229 | 36% |
| Youth (13-23) | 583 | 17% |
| Child (7-12) | 776 | 23% |
| Senior (65-69) | 146 | 4% |
| Super Senior (70-79) | 193 | 6% |
| 6 & under / 80+ | 480 | 14% |
| **Non-Resident Midweek Pass** | **221** | |
| Adult (24-64) | 126 | 57% |
| Youth (13-23) | 19 | 9% |
| Senior (65-69) | 29 | 13% |
| Super Senior (70-79) | 49 | 22% |

# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winquest
Interim General Manager

**SUBJECT:** Review, discuss and possibly restrict $9,656,890 to the Effluent Pipeline Project, Project #2524SS1010 from the Unrestricted Net Position in the Utility Fund effective March 12, 2020

**STRATEGIC PLAN:** Long Range Principle #5 – Assets and Infrastructure

**DATE:** March 3, 2020

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## I. RECOMMENDATION

That the Board of Trustees makes a motion to restrict $9,656,890 to the Effluent Pipeline Project, Project #2524SS1010 from the Unrestricted Net Position in the Utility Fund effective March 12, 2020.

## 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

At the January 29, 2020 Board of Trustees meeting, a motion was made by Trustee Dent to this restriction and that motion failed due to a lack of a second. Chairman Callicrate has directed the Interim District General Manager to bring back this item,

on this agenda, so that a thorough discussion can be held and possible action can be taken.

## V. FINANCIAL IMPACT AND BUDGET

For Fiscal Year 2019/2020, there has been $2 million dollars collected and those funds will be assigned to this project at the year's end. To date, $70,000 of these funds have been spent on District's Engineering charges and external engineering services. Thus, there will be $1,930,000 assigned to this restricted project. There will be a Board action taken at the first meeting in July 2020 to be sure that the Board has this awareness. Further, by restricting these funds all requests for expenditures against either of these projects will need to come to the Board for approval.

## VI. ALTERNATIVES

Not take this action and leave it as is.

## 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.

# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Matthew Dent
Audit Committee Chair

**SUBJECT:** Review, discuss, and possibly authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $35,000 to give an opinion and/or guidance on the issues raised by the Board of Trustees regarding the District's 2019 CAFR as well as guidance on accounting policies used in the preparation of the District's financial statements.

**DATE:** February 28, 2020

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## I. RECOMMENDATION

That the Board of Trustees makes a motion to authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $35,000 to give an opinion and/or guidance on the issues raised by the Board of Trustees regarding the District's 2019 CAFR as well as guidance on accounting policies used in the preparation of the District's financial statements.

## II. BACKGROUND

The Board of Trustees have several unanswered questions regarding the 2019 CAFR. It has been discussed at previous regular Board of Trustees meetings that a independent expert should review and give the Board guidance.

## III. FINANCIAL IMPACT AND BUDGET

This item has no financial impact in regards to the Audit Committee. The Board of Trustees will need to approve in order for this to have a financial impact to the budget.

## IV. COMMENTS

This item was approved by the Audit Committee at its meeting of March 11, 2020.

# MEMORANDUM

**TO:** Board of Trustees

**FROM:** Matthew Dent
Audit Committee Chair

**SUBJECT:** Review, discuss, and possibly authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $45,000 to facilitate internal controls assessment including but not limited to recommend internal controls, policies and procedures for District businesses and functions, including auditing the accounting and reporting of the punch card utilization for the last 4 to 7 years.

**DATE:** February 28, 2020

---

## I. RECOMMENDATION

That the Board of Trustees makes a motion to authorize the Audit Committee Chair to engage an independent expert for a sum not to exceed $45,000 to facilitate internal controls assessment including but not limited to recommend internal controls, policies and procedures for District businesses and functions, including auditing the accounting and reporting of the punch card utilization for the last 4 to 7 years.

## II. BACKGROUND

In requesting the District's internal controls, it has become clear we need an expert to help facilitate and internal controls assessment along with recommend internal controls, policies and procedures.

## III. FINANCIAL IMPACT AND BUDGET

This item has no financial impact in regards to the Audit Committee. The Board of Trustees will need to approve in order for this to have a financial impact to the budget.

## IV. COMMENTS

This item was approved by the Audit Committee at its meeting of March 11, 2020.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
DISTRICT OVERALL
SOURCES AND USES BY OBJECT FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| **Sources:** | | | | | |
| Ad Valorem Property Tax | $ 1,533,905 | $ 1,604,615 | $ 1,690,000 | $ 1,697,807 | $ 1,787,000 |
| Consolidated Taxes | 1,649,920 | 1,708,093 | 1,750,000 | 1,751,692 | 1,752,383 |
| Charges for Services | 27,643,676 | 31,814,592 | 30,489,000 | 29,588,263 | 32,191,592 |
| Facility Fee - Operations | 2,451,609 | 3,613,583 | 2,709,067 | 2,709,330 | 2,422,225 |
| Facility Fee - Capital | 3,002,675 | 2,811,012 | 3,624,387 | 3,624,387 | 3,911,492 |
| Facility Fee - Debt Service | 1,317,238 | 337,604 | 417,748 | 417,898 | 417,898 |
| Investment income | 252,402 | 846,169 | 537,000 | 467,000 | 343,650 |
| Miscellaneous Revenues | 242,424 | 164,855 | 141,000 | 112,761 | 120,530 |
| Intergovernmental | 37,220 | 31,570 | 40,000 | 40,400 | 69,700 |
| Interfund | 3,442,411 | 3,502,773 | 3,338,000 | 3,394,917 | 3,662,947 |
| Central Services | 1,094,000 | 1,169,400 | 1,367,400 | 1,367,400 | 1,471,440 |
| Capital Grants & Insurance | 356,709 | 31,958 | 1,625,000 | 923,800 | - |
| Use of Fund Balance | 950,000 | 1,169,945 | 2,335,000 | 7,027,765 | 1,075,000 |
| **Total Sources** | 43,974,189 | 48,806,169 | 50,063,602 | 53,123,420 | 49,225,857 |
| **Uses:** | | | | | |
| Salaries & Wages | 12,730,481 | 13,678,439 | 14,123,000 | 14,259,576 | 14,833,302 |
| Employee Benefits | 4,525,545 | 4,799,600 | 5,395,000 | 5,720,255 | 5,981,796 |
| Total Personnel | 17,256,026 | 18,478,039 | 19,518,000 | 19,979,831 | 20,815,098 |
| Professional Services | 403,464 | 447,968 | 531,470 | 513,000 | 551,500 |
| Services & Supplies | 7,957,119 | 8,311,481 | 8,587,000 | 8,671,369 | 9,209,207 |
| Insurance | 925,881 | 1,138,930 | 667,760 | 665,980 | 700,020 |
| Utilities | 2,249,442 | 2,242,251 | 2,303,800 | 2,388,308 | 2,435,197 |
| Cost of Goods Sold | 1,452,803 | 1,708,396 | 1,677,000 | 1,653,375 | 1,947,134 |
| Central Services | 1,094,000 | 1,169,400 | 1,367,400 | 1,367,400 | 1,471,440 |
| Defensible Space | 190,457 | 200,000 | 200,000 | 200,000 | 200,000 |
| Total Services & Supplies | 14,273,166 | 15,218,426 | 15,334,430 | 15,459,432 | 16,514,498 |
| General Fund Cap. Exp. | 113,813 | 121,257 | 340,000 | 686,445 | 370,150 |
| Int. Serv. Cap. Exp. | 26,719 | - | - | - | 5,000 |
| Utility Fund Cap. Exp. | 7,037,423 | 2,816,092 | 3,900,000 | 5,861,400 | 5,186,500 |
| Comm. Services Cap. Exp. | 3,905,926 | 6,043,500 | 7,283,002 | 8,886,502 | 4,159,900 |
| Beach Cap. Exp. | 221,248 | 284,298 | 200,000 | 990,050 | 483,600 |
| Utility Debt Service | 643,133 | 643,134 | 643,135 | 643,134 | 643,134 |
| Comm. Serv. Debt Service | 1,285,340 | 381,401 | 384,354 | 384,354 | 383,172 |
| Beach Debt Service | 6,237 | 6,241 | 6,241 | 6,289 | 6,270 |
| Total Capital & Debt Serv. | 13,239,839 | 10,295,923 | 12,756,732 | 17,458,174 | 11,237,726 |
| **Total Uses** | 44,769,031 | 43,992,388 | 47,609,162 | 52,897,437 | 48,567,322 |
| **Net Sources (Uses)** | $ (794,842) | $ 4,813,781 | $ 2,454,440 | $ 225,983 | $ 658,535 |

## Incline Village General Improvement District
## Community Services – Championship Golf Course
## Executive Summary
## Operating Budget FYE June 30, 2020

The Championship Golf Course operating plan focuses on servicing the resident golfer and Grille customers and their guests, its ancillary plan is then to service our non-resident golfers. The Championship Golf Course provides entertainment and value in the form of a championship level and rated golf course, driving range and short game practice amenities, PGA and LPGA certified golf instruction, inclusive programs, Golf Shop, merchandise, food and beverage at The Grille, a snack bar at the turn, and on the course beverage carts. The course conditioning level is set to be appropriate for a resort venue. The Championship Golf Course competes with over 35 courses within a twenty five mile radius of Incline Village, the competition attracts both visitor play as well as some of our own resident play. The Staff at the Championship Golf Course also operates a sales outlet in the Hyatt Sports Shop from May to October.

The Championship Golf Course is a Robert Trent Jones, Sr. design built in 1964 and is a challenging alpine golf course. The Championship Golf Course has been consistently ranked in the Top 10 places to play in Nevada.

| **Service Metrics** | Actual 2018/19 | Budgeted 2019/20 | Planned 2020/21 |
|---|---|---|---|
| **Season/Service Period** | | | |
| Opening Date | 05/11/18 | 05/17/19 | 05/14/20 |
| Closing Date | 10/15/18 | 10/20/19 | 10/18/20 |
| **Service Measures** | | | |
| Total Rounds Played | 21,650 | 22,850 | 23,998 |
| **Staffing** | | | |
| FTE's | 41 | 42 | 43 |

### Services Provided

The Championship Golf Course offers **green fees** per round, **passes** based on the amount of play for the season. Daily green fees are dynamically structured and vary by privilege, category, season, day of week, time of day, and number of holes.

**On Courses Services** are provided by a Ranger Team to execute proper Pace of Play standards and player assistance requests.

The **Driving Range** offers large, medium, and small buckets on a per-use or pass basis for picture pass-holders and non-pass-holders. **Lessons** are available through the Incline Village Golf Academy from a PGA Professional for all ages and experience levels.

The **Golf Shop** offers a full line of apparel, equipment, shoes, balls and accessories.

**Incline Village General Improvement District**
**Community Services – Championship Golf Course**
**Executive Summary**
**Operating Budget FYE June 30, 2020**

The Championship Golf Course is home to five active community **Golf Clubs** with over four hundred members. They respectively host many events and welcome new members annually.

**Food and Beverage** services can be found from May to October; they include The Grille, the lower snack bar at the turn, and on the course through a cart service. **Banquets and events** are also available year round.

## Items of Note for Budgeting Fiscal Year 2020-2021

### Revenue/Sources

Revenue/Sources are proposed at a 9% increase versus 2019/2020 Budget.

**Some important matrix:**

- 8% increase of all Daily Green fee rates compared to 2019
- 10% increase of all Play Passes compared to 2019
- 15% increase of Daily Range fees compared to 2019
- 5% increase in play compared to 2019
- 7% increase in sales for F&B (plus incremental price adjustments)
- 10% increase in Events/Banquet sales (rates remain same)
- 12.6% increase in Merchandise sales

### Uses

- Increased 7.8% budget to budget which includes Personnel, Central Services, Insurance and Utilities

- Personnel increased by 7.1% budget to budget due to rightsizing of staffing wages and employee fringe to compete and retain staff. Also, allocation of Director of Golf/Community Services which was not budgeted last year.

- Services and Supplies are being proposed at a 5.2% increase, mainly due to Janitorial Services ($18,950), Tree work ($13,000), Golf Operating ($4000 several items were inadvertently left out of last year's budget, this number is now closer to historical numbers), Fleet ($21,915) Banking Fees ($35,148 higher revenue projections), Operating F&B ($6300 supplies based on formula with more business) and rising costs in the marketplace.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
CHAMPIONSHIP GOLF
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 3,763,012 | 3,952,990 | 4,570,000 | 4,516,321 | 5,071,084 |
| Facility Fee | 180,056 | 217,866 | 172,000 | 172,263 | 32,812 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 29,334 | 17,032 | 7,000 | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 3,972,402 | 4,187,888 | 4,749,000 | 4,688,584 | 5,103,896 |
| Uses: | | | | | |
| Salaries & Wages | 1,450,745 | 1,509,876 | 1,635,000 | 1,592,508 | 1,739,948 |
| Employee Benefits | 378,678 | 383,157 | 470,000 | 512,154 | 524,010 |
| Total Personnel | 1,829,423 | 1,893,033 | 2,105,000 | 2,104,662 | 2,263,958 |
| Professional Services | 7,273 | 6,632 | 7,000 | 7,860 | 7,980 |
| Services & Supplies | 957,431 | 989,286 | 1,015,000 | 1,056,265 | 1,113,183 |
| Insurance | 38,909 | 45,516 | 67,000 | 67,200 | 75,180 |
| Utilities | 207,188 | 221,553 | 230,000 | 226,160 | 231,960 |
| Cost of Goods Sold | 837,876 | 940,504 | 1,036,000 | 1,004,692 | 1,152,375 |
| Central Services | 177,600 | 188,900 | 236,800 | 236,800 | 254,820 |
| Defensible Space | | | | | |
| Total Services & Supplies | 2,226,277 | 2,392,391 | 2,591,800 | 2,598,977 | 2,835,498 |
| **Total Uses** | 4,055,700 | 4,285,424 | 4,696,800 | 4,703,639 | 5,099,456 |
| **Net Sources (Uses)** | $ (83,298) | $ (97,536) | $ 52,200 | $ (15,055) | $ 4,440 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
COMBINED CHAMP GOLF F&B AND BANQUETS
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 1,441,575 | 1,605,201 | 1,909,000 | 1,879,100 | 2,060,400 |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 1,441,575 | 1,605,201 | 1,909,000 | 1,879,100 | 2,060,400 |
| Uses: | | | | | |
| Salaries & Wages | 498,100 | 529,046 | 611,000 | 587,396 | 696,835 |
| Employee Benefits | 119,482 | 129,710 | 161,000 | 186,630 | 217,393 |
| Total Personnel | 617,582 | 658,756 | 772,000 | 774,026 | 914,228 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 175,183 | 206,404 | 231,000 | 230,624 | 230,575 |
| Insurance | - | - | - | - | - |
| Utilities | 23,234 | 26,619 | 33,900 | 36,870 | 37,470 |
| Cost of Goods Sold | 428,350 | 512,745 | 598,000 | 592,500 | 659,800 |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 626,767 | 745,768 | 862,900 | 859,994 | 927,845 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 1,244,349 | 1,404,524 | 1,634,900 | 1,634,020 | 1,842,073 |
| **Net Sources (Uses)** | $ 197,226 | $ 200,677 | $ 274,100 | $ 245,080 | $ 218,327 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
FOOD & BEVERAGE BANQUETS AND EVENTS (31-520)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | - | 274,464 | 1,235,000 | 1,175,100 | 1,303,600 |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | - | 274,464 | 1,235,000 | 1,175,100 | 1,303,600 |
| Uses: | | | | | |
| Salaries & Wages | - | 44,399 | 325,000 | 301,375 | 396,657 |
| Employee Benefits | - | 7,939 | 98,000 | 123,191 | 150,642 |
| Total Personnel | - | 52,338 | 423,000 | 424,566 | 547,299 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | - | 18,266 | 130,000 | 133,596 | 116,045 |
| Insurance | - | - | - | - | - |
| Utilities | - | 5,948 | 17,000 | 13,930 | 19,330 |
| Cost of Goods Sold | - | 91,911 | 400,000 | 375,800 | 429,400 |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | - | 116,125 | 547,000 | 523,326 | 564,775 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | - | 168,463 | 970,000 | 947,892 | 1,112,074 |
| **Net Sources (Uses)** | $ - | $ 106,001 | $ 265,000 | $ 227,208 | $ 191,526 |

**Incline Village General Improvement District**
**Community Services – Mountain Golf Course**
**Executive Summary**
**Operating Budget FYE June 30, 2020**

The Mountain Golf Course celebrated its 50th Anniversary in 2018. The Mountain Golf Course operating plan focuses on servicing the resident golfer and their guests, its ancillary plan is then to service our non-resident golfers. The Mountain Golf Course provides playing opportunities to golfers looking to play a unique golf experience due to the nature of it being a par 58 executive course. Most play comes from novice level golfers, female golfers, families, seniors, and junior golfers. An important focus is on the social golfer looking for fun rather than a competitive golf experience. The visitors market we cater to are primarily those visiting Lake Tahoe looking for a fun activity to do while on vacation. An experienced traveling golfer is more apt to play at the Championship Golf Course. However, with its varying terrain it does offer a challenge. Other services include rental clubs, short game practice facility, and food and beverage at the turn and on the course.

The Mountain Golf Course is a Robert Trent Jones, Jr. design built in 1968. The Mountain Golf Course has been selected as one of the Top 10 Short Courses in the country by *Golf Range Magazine.*

| **Service Metrics** | Actual 2018/19 | Budgeted 2019/20 | Planned 2020/21 |
|---|---|---|---|
| **Season/Service Period** | | | |
| Opening Date | 05/18/18 | 05/28/19 | 05/25/20 |
| Closing Date | 10/8/18 | 09/15/19 | 10/11/20 |
| **Service Measure** | | | |
| Rounds Played | 16,062 | 16,500* | 18,442 |
| | | *Not open full year | |
| **Staffing** | | | |
| FTE's | 11.2 | 11.2 | 11.7 |

## Services Provided

The Mountain Golf Course offers **green fees** per round for 9 or 18 holes, and **passes** based on the amount of play for the season, both 9 and 18-hole pass options. Daily green fees are dynamically structured and vary by privilege, category, season, day of week, time of day, and number of holes. Special programming pricing applies to each programming such as free golf for juniors on Sunday for Family Golf Day.

**Growing the game** is a fundamental goal at the Mountain Golf Course. Several examples of our **programs** that combine golf and FUN include the Nine and Wine, Thrill and Grill, Family Golf Day, Golf-Fit, Friday Afternoon Golf League, etc.

The **Golf Shop** offers rental clubs, apparel, equipment, shoes, balls and accessories.

**Incline Village General Improvement District**
**Community Services – Mountain Golf Course**
**Executive Summary**
**Operating Budget FYE June 30, 2020**

The Mountain Golf Course is home to two active **Golf Clubs** with over one hundred and fifty members. They respectively host many events and welcome new members annually.

**Food and Beverage** service can be found at the Wild Bill's Snack Bar and on the course through a cart service.

## Items of Note for Budgeting Fiscal Year 2019-20

### Revenue/Sources

- Revenues are being proposed at a 9% increase versus 2019/2020 budget.

**Some important matrix**

- 9% increase of all Daily Green fee rates
- 10% increase of all Play Passes
- Opening of new clubhouse
- 8% increase in play over 2018 actuals
- 26.3% increase in F&B sales
- 20% increase in Merchandise sales

### Uses

- Increased 13% budget to budget which includes Personnel, Central Services, Insurance and Utilities.

- Personnel increase by 11.7% budget to budget due to rightsizing staffing wages and employee fringe to compete and retain staff, along with opening up Food and Beverage operations again at the Mountain Clubhouse. Also, allocation of Director of Golf/Community Services which was not budgeted last year.

- Services and Supplies are being proposed at a 10.5% increase, mainly due to, Janitorial Services ($2310), Banking Fees ($4710), Tree work ($15,000), Fleet ($7668), Golf Operations ($3205 – Scorecards, Rental set replacements, Tees, etc., *not budget last year*), Fuel ($8400), and rising costs in the marketplace.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
MOUNTAIN GOLF
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 629,122 | 690,668 | 615,000 | 678,573 | 922,166 |
| Facility Fee | 327,375 | 328,831 | 328,120 | 328,120 | 221,481 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 59,215 | 42,739 | 39,000 | 38,932 | 40,890 |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 1,015,712 | 1,062,238 | 982,120 | 1,045,625 | 1,184,537 |
| Uses: | | | | | |
| Salaries & Wages | 327,821 | 340,012 | 355,000 | 372,113 | 432,056 |
| Employee Benefits | 88,958 | 93,523 | 103,000 | 115,629 | 119,791 |
| Total Personnel | 416,779 | 433,535 | 458,000 | 487,742 | 551,847 |
| Professional Services | 3,828 | 1,437 | 2,000 | 4,140 | 4,170 |
| Services & Supplies | 327,292 | 322,832 | 340,000 | 315,732 | 352,789 |
| Insurance | 18,355 | 15,782 | 18,000 | 18,000 | 17,280 |
| Utilities | 82,546 | 87,535 | 90,000 | 88,840 | 91,760 |
| Cost of Goods Sold | 76,071 | 51,521 | 58,000 | 59,423 | 105,100 |
| Central Services | 47,300 | 47,800 | 54,000 | 54,000 | 58,140 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 555,392 | 526,907 | 562,000 | 540,135 | 629,239 |
| **Total Uses** | 972,171 | 960,442 | 1,020,000 | 1,027,877 | 1,181,086 |
| **Net Sources (Uses)** | $ 43,541 | $ 101,796 | $ (37,880) | $ 17,748 | $ 3,451 |

**Incline Village General Improvement District**
**Community Services – Diamond Peak Ski Resort**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

## Season/Service Period

Diamond Peak Ski Resort, offers 1,840 feet of vertical terrain, 655 skiable acres with 30 runs, open glade and tree skiing/riding while providing a value priced ski and riding venue with additional preferred pricing for residents. Winter operations serve an average of 110,000 visitors per year, a typical ski season runs from December to April. During the off season, April – November, extensive maintenance programs and best practices are performed on the equipment infrastructure and facilities including ski lifts, snowmaking, slope erosion control and brushing.

| Service Measures | Actual 2018/19 | Budgeted 2019/20 | Planned 2020/21 |
|---|---|---|---|
| Opening Date | 12/13/18 | 12/12/19 | 12/10/20 |
| Closing Date | 4/21/19 | 4/12/20 | 4/11/21 |
| Operating Days | 131 | 123 | 123 |
| Skier Visits | 130,992 | 110,000 | 110,000 |

## Operating Margin

| | | | |
|---|---|---|---|
| Ski and Ride Center | 59% | 51% | 56% |
| Child Ski Center | 61% | 58% | 53% |
| Equipment Rentals | 83% | 77% | 75% |
| Food & Beverage Lodge | 16% | 23% | 24% |
| Snowflake | 41% | 29% | 33% |
| Hyatt Sport Shop | 71% | 71% | 69% |

## Full Time Equivalent Staffing Levels

| | | | |
|---|---|---|---|
| SM/S/PT/PTYR: | | | |
| FTE's | 64.56 | 58 | 61.60 |
| FTYR: | | | |
| FTE's | 15.15 | 15 | 14.34 |
| **Total FTE's** | 79.71 | 73 | 75.94 |

## Services Provided

**Administration:**

General Management
Reception Administration
Marketing / Sales and Coordination

**Incline Village General Improvement District**
**Community Services – Diamond Peak Ski Resort**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

## Operations:

Tickets and Revenue
Food and Beverage
Ski School / Child Ski Center
Ski and Snowboard Rentals
Mountain Operations
Lift Operations and Maintenance
Slope Operations and Maintenance
First Aid and Safety Patrol Response
Facility Operations and Maintenance
Parking and Shuttle Transportation
Retail Sport Shop
Hyatt Sport Shop

## Compliance:

Washoe County Health Department
Washoe County Building Department
North Lake Tahoe Fire Protection District
Nevada State Fire Marshal
United States National Forest Special Use Permit
Tahoe Regional Planning Agency
American National Standards Institute – B77.1
Safe Hold Special Risks - Ski Area Operational Activities Risk Conformance

## Items of Note for Budgeting Fiscal Year 2020-2021

**Revenue –** The ski area is projecting a 12% increase overall from revenue generating operations as compared to the 2019/2020 operating budget. The proposed budgeted has identified an increase in Tickets and Pass revenue due to the increase in volume of season pass sales and rate adjustments. We are also proposing revenue increases within Food and Beverage and Skiing Services departments related to pricing and rate adjustments. A detail of revenue sources are provide within the following pages of this summary.

**Facility Fee** - The proposed facility fee of $1,640,600 is consistent with the approved amount within the 2019/2020 budget. The proposed fee will allow the ski area venue to **contribute** a sum of $200.00 a parcel unit to other Community Services venues within the District.

**Community Value –** As we project rate increases throughout the resort, there are no proposed rate changes to resident pricing while providing a current 72% rack rate discount on daily tickets as well as an overall projected $796,300 value to the community

through product discounts in fiscal year 2020/2021. The resident picture pass holder daily ticket purchaser will pay $25.00 for an adult ticket and be provided a discount of up to a $100.00 or more as compared to other ski resorts in the area.

**Staffing –** One of the most strategic items that the ski area focuses on is the recruitment and retention of employees. The ski area staff, including District Human Resources staff, meet twice a month year round analyzing and planning recruitment efforts, retention tactics as well as compensation. Included in the operating budget is a proposed 6% increase in total personnel cost from the approved 2019/20 budget or a 5% increase from the actual total personnel cost for the 2018/2019 fiscal year, which during that time ski area front line staff were at a pay rate of $12.50 an hour.

The increase in personnel cost is directly related to the front line staff hourly rate change from $13.00 to $14.00 an hour. This rate adjustment addresses aligning ourselves with other ski resorts in the area and an increase from the current California minimum wage of $13.00 an hour to $14.00 beginning on January 1, 2021. During winter operations the ski area employs over 320 staff members to provide the services to our community members and guests. Within the total, there are fourteen FTYR staff members including three within food and beverage during the winter season. There are four seasonal managers that direct and oversee the Ski and Ride Center, Child Ski Center, Equipment Rental and Ski Patrol / First aid departments. During the non-operating season the ski area employs eleven FTYR staff members including three in marketing and up to six seasonal maintenance workers.

The table provides actual, planned and proposed staff hours worked by fiscal year.

| | Actual 2016/17 | Actual 2017/18 | Actual 2018/19 | Planned 2019/20 | Proposed 2020/21 |
|---|---|---|---|---|---|
| Salary | 31,199 | 26,118 | 30,135 | 42,710 | 32,079 |
| Hourly | 133,480 | 139,676 | 135,459 | 111,540 | 125,876 |
| Total | 164,679 | 165,794 | 165,594 | 154,250 | 157,955 |

**Service & Supplies –** The proposed 4% increase from 2019/2020 approved amount reflects all expenditures of operating supplies for food and beverage, supplies for the facilities, janitorial, snow removal, fuel, trash, as well as the ongoing maintenance of ski lifts, building facilities, snowmaking facilities, safety equipment, over the snow vehicles and rolling stock equipment. Costs of reoccurring expenses on equipment maintenance programs and daily operational expenses contribute to the overall increase of service and supplies.

**Overall –** We are proposing a 7% increase within the total of all services and supplies line items and a 6% increase within all expenditures including total personnel costs with

total revenues projecting a 12% increase from the approved 2019/2020 budget. The 110,000 skier visits we are projecting for the 2020/2021 fiscal year is a close assumption knowing 6 out of 10 years are low based on historical skier visit counts.

| Diamond Peak Key Economic Indicators | | | | |
|---|---|---|---|---|
| Indicator/Metric | Actual 1 year ago | Approved Budget 2019/20 | Proposed Budget 2020/21 | Varience |
| **Ski Area Characteristics** | | | | |
| Season Length (days) | 131 | 123 | 123 | |
| Skiable Terrain (acres) | 655 | 655 | 655 | |
| Skier Visits | 130,992 | 110,000 | 110,000 | |
| VTF/Hr (000) | 6,114 | 6,114 | 6,114 | |
| **Ski Area Economic Characteristics** | | | | |
| Adult Weekend Ticket Price | $99.00 | $104.00 | $104.00 | $0.00 |
| Adult Season Pass Price | $479.00 | $489.00 | $489.00 | $0.00 |
| Child Season Pass Price | $199.00 | $209.00 | $209.00 | $0.00 |
| **Summary Financial Data** | | | | |
| Profit (Loss) | $2,544,437 | $103,981 | $567,960 | $463,979 |
| Operating Profit Margin | 24.5% | 1.4% | 6.6% | 5% |
| Profit (Loss) / Skier Visit | $19.42 | $0.95 | $5.16 | $4.2 |
| **Revenue Sources & Analysis** | | | | |
| Ticket Sales (including season passes) | $6,248,479 | $4,687,600 | $5,259,900 | $572,300 |
| Lessons | $1,925,550 | $1,663,320 | $1,753,358 | $90,038 |
| Food & Beverage | $1,884,604 | $1,449,500 | $1,690,900 | $241,400 |
| Equipment Rentals | $1,298,697 | $1,094,200 | $1,134,500 | $40,300 |
| Retail-Hyatt | $421,539 | $327,700 | $348,077 | $20,377 |
| Misc. Operating Rev | $131,213 | $87,629 | $76,725 | -$10,904 |
| Facility Fee | -$1,534,698 | -$1,640,600 | -$1,640,600 | $0 |
| **Total Revenue** | **$10,375,384** | **$7,669,349** | **$8,622,860** | **$953,511** |
| Total Rev / Skier Visit | $79.21 | $69.72 | $78.39 | $8.67 |
| Ticket Rev / Skier Visit | $47.70 | $42.61 | $47.82 | $5.20 |
| Ticket Yield* | 48.2% | 41.0% | 46.0% | $0.05 |
| Lesson Rev / Skier Visit | $14.70 | $15.12 | $15.94 | $0.82 |
| Food & Beverage / Skier Visit | $14.39 | $13.18 | $15.37 | $2.19 |
| Rentals / Skier Visit | $9.91 | $9.95 | $10.31 | $0.37 |
| Retail / Skier Visit | $3.22 | $2.98 | $3.16 | $0.19 |
| Misc. Operating Rev/Skier Visit | $1.00 | $0.80 | $0.70 | -$0.10 |
| Ticket Rev / Total Rev | 60.2% | 61.1% | 61.0% | 0% |
| Lesson Rev / Total Rev | 18.6% | 21.7% | 20.3% | -1% |
| Food & Beverage Rev / Total Rev | 18.2% | 18.9% | 19.6% | 1% |
| Rental Rev / Total Rev | 12.5% | 14.3% | 13.2% | -1% |
| Retail Rev / Total Rev | 4.1% | 4.3% | 4.0% | 0% |
| Misc. Operating Rev / Total Rev | 1.3% | 1.1% | 0.9% | 1% |
| **Expenses & Analysis** | | | | |
| Cost of Goods Sold | $564,528 | $424,000 | $529,100 | $105,100 |
| Direct labor + Taxes | $3,997,784 | $3,955,792 | $4,186,514 | $230,722 |
| Other Operating Expenses | $3,268,635 | $3,185,576 | $3,339,286 | $153,710 |
| **Total Operating Expenses** | **$7,830,947** | **$7,565,368** | **$8,054,900** | **$489,532** |
| Total Expenses / Skier Visit | $59.78 | $68.78 | $73.23 | $4.45 |
| Cost of Goods Sold / Skier Visit | $4.31 | $3.85 | $4.81 | $0.96 |
| Direct labor / Skier Visit | $30.52 | $35.96 | $38.06 | $2.10 |
| Cost of Goods Sold / Total Expenses | 7.2% | 5.6% | 6.6% | 1.0% |
| Direct labor / Total Expenses | 51.1% | 52.3% | 52.0% | -0.3% |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
SKI
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 9,155,646 | 11,778,871 | 10,025,000 | 9,222,320 | 10,148,735 |
| Facility Fee | (1,636,874) | (1,534,698) | (1,640,600) | (1,640,600) | (1,640,600) |
| Investment income | 23,220 | 40,320 | 24,000 | - | 22,500 |
| Miscellaneous Revenues | 74,119 | 75,437 | 71,000 | 71,429 | 77,240 |
| Intergovernmental | - | - | - | - | - |
| Interfund | 10,329 | 15,456 | 10,000 | 16,200 | 14,985 |
| Central Services | - | - | - | - | - |
| **Total Sources** | 7,626,440 | 10,375,386 | 8,489,400 | 7,669,349 | 8,622,860 |
| Uses: | | | | | |
| Salaries & Wages | 2,767,963 | 3,072,710 | 2,970,000 | 2,970,495 | 3,135,849 |
| Employee Benefits | 847,817 | 925,074 | 980,000 | 985,297 | 1,050,665 |
| Total Personnel | 3,615,780 | 3,997,784 | 3,950,000 | 3,955,792 | 4,186,514 |
| Professional Services | 35,800 | 25,313 | 23,000 | 23,400 | 23,700 |
| Services & Supplies | 1,808,998 | 2,143,376 | 1,970,000 | 1,973,731 | 2,058,216 |
| Insurance | 199,812 | 205,695 | 195,000 | 195,400 | 212,700 |
| Utilities | 609,003 | 558,751 | 600,000 | 604,945 | 627,070 |
| Cost of Goods Sold | 450,634 | 564,528 | 424,000 | 424,000 | 529,100 |
| Central Services | 304,300 | 335,500 | 388,100 | 388,100 | 417,600 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 3,408,547 | 3,833,163 | 3,600,100 | 3,609,576 | 3,868,386 |
| **Total Uses** | 7,024,327 | 7,830,947 | 7,550,100 | 7,565,368 | 8,054,900 |
| **Net Sources (Uses)** | $ 602,113 | $ 2,544,439 | $ 939,300 | $ 103,981 | $ 567,960 |

**Incline Village General Improvement District**
**Marketing & Sales Department – Executive Summary**
**Operating Budget FYE June 30, 2021**

## Season/Service Period

The Marketing & Sales Department is available 365 days a year and operates primarily out of the Diamond Peak Skier Services Building. Marketing and Sales support services are offered daily to the District's Community Services venues, as well on an as-needed basis for the District's other departments.

As part of the marketing support services provided, the Marketing Department coordinates paid advertising for all of the District's Community Services venues, utilizing a media buying agency to assist with research, strategy, placements and reconciliation of all ad buys. After issuing a Request For Proposals for media buying services in December 2018, we awarded the media buying services contract to local agency EXL Media with board approval in May 2019, with the expectation that we would not go to bid for this contract for another three to five years.

| Staffing | Actual 2018/19 | Budgeted 2019/20 | Planned 2020/21 |
|---|---|---|---|
| SM/S/PT/PTYR: | | | |
| Positions | 1 | 1 | 1 |
| FTE's | .2 | .2 | .5 |
| | | | |
| FTYR: | | | |
| FTE's | 3 | 3 | 3 |
| Total FTE's | 3.2 | 3.2 | 3.5 |

## Services Provided

The Marketing & Sales Department serves the IVGID Community Services venues with marketing services, graphic design, lead generation and sales outreach to promote greater utilization of the facilities by residents and visitors alike.

- Current responsibilities are listed in regular text
- *Planned additional responsibilities are listed in italics (dependent on additional part-time support)*

**Diamond Peak:**

- Assistance with pricing strategy
- Paid advertising strategy, planning and execution
- Social media strategy, planning and execution
- Public relations strategy, planning and execution
- Email marketing strategy, planning and execution

- Event strategy, planning and execution
- Sales outreach to lodging/industry partners
- Group sales outreach, lead generation and coordination/fulfillment
- Strategy and fulfillment of partner ticketing programs (Liftopia, GetSkiTickets, etc.)
- Website updates and long-range planning
- Web & social analytics reporting
- Graphic design
- Video production & photography
- Snow reporting

**Incline Village Golf Courses:**

- Paid advertising strategy, planning and execution
- Social media strategy, planning and execution
- Public relations strategy, planning and execution
- Email marketing strategy, planning and execution
- Event support
- Sales outreach to lodging/industry partners
- Group sales outreach and lead generation
- Strategy and fulfillment of partner programs (Golf Moose, etc.)
- Website updates and long-range planning
- Web & social analytics reporting
- Graphic design
- *Video production & photography*

**Incline Village Facilities:**

- Paid advertising strategy, planning and execution
- Social media strategy and support
- Group sales outreach and lead generation
- Website updates and long-range planning
- Web & social analytics reporting
- Graphic design
- *Social media planning and measurement*
- *Video production & photography*

**Incline Village Recreation & Tennis Centers:**

- Paid advertising strategy, planning and execution
- Social media strategy and support
- Website updates and long-range planning

- Web & social analytics reporting
- Graphic design support
- *Social media planning and measurement*
- *Email marketing strategy, planning and execution*
- *Video production & photography*

**Admin & Other IVGID departments:**

- Graphic design support
- *Video production & photography*

**Items of Note for Budgeting Fiscal Year 2020-21**

**Staffing** – The increase in overall wages are directly related to hours budgeted for a part-time Video/Photo Coordinator position and expanded scope of services to IVGID Community Services venues.

Within the hyper-competitive Lake Tahoe ski/golf/wedding/recreation marketplace, the importance of high quality photography and video content is increasing at an exponential pace. Given the limited staffing levels in the current IVGID Marketing & Sales department, we are currently unable to provide the level of photo/video support for all of the District's recreation venues that are needed. Nor do we have the in-house photo/video expertise to compete with the other resorts and venues in the Tahoe region.

The additional budgeted hours for a part-time Video/Photo Coordinator will allow the Marketing Department to produce timely video updates about current conditions at the ski resort, special events at the golf courses, programs and events at the Recreation and Tennis Centers, and promotional content for the other IVGID recreation venues and departments including the Bike Park, Skate Park, Senior Programs, Waste Not campaigns, etc. In addition, this position would allow us to build up an archive of exceptional photography from each venue to use throughout the District's marketing programs and communications with residents and stakeholders.

**A Note on Trade Value**

Both Diamond Peak Ski Resort and the Golf Courses utilize trade value to offset the cost of paid advertising programs as much as possible. At Diamond Peak, we propose to set aside $80,000 in trade value to utilize in the place of cash for media buying. At the Golf Courses, we propose to set aside $12,000 ($6k Champ/$6k Mt) in trade value to utilize in the place of cash for media buying. Doing so allows the

District to bolster our media buying campaigns utilizing the excess capacity we have at our venues in place of cash.

The other advantage of utilizing trade instead of cash is the likelihood of breakage – i.e. unused lift tickets or golf rounds. For Diamond Peak, we assume a 60% breakage rate, meaning we budget for $32,000 in trade value. In reality, the breakage rates for the past few seasons have been in the 75-85% range.

| 2018-19 Season | 2017-18 Season | 2016-17 Season |
|---|---|---|
| • Tickets issued = 222<br>• Tickets scanned = 21<br>• Breakage = 91%<br>• Used = 9% | • Tickets issued = 641<br>• Tickets scanned = 97<br>• Breakage = 84.9%<br>• Used = 15.1% | • Tickets issued = 805<br>• Tickets scanned = 167<br>• Breakage = 79.3%<br>• Used = 20.7% |

Meaning we are getting full value in paid advertisements for minimal value at our venues (made up of excess capacity). Pacing for 2019-20 ski season is a 90% breakage rate as of Feb. 28, 2020.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
DISTRICT-WIDE MARKETING AND COMMUNICATIONS
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | - | - | - | - | - |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | - | - | - | - | - |
| Uses: | | | | | |
| Salaries & Wages | 278,997 | 283,405 | 275,000 | 336,398 | 322,317 |
| Employee Benefits | 130,628 | 139,614 | 125,000 | 165,239 | 178,139 |
| Total Personnel | 409,625 | 423,019 | 400,000 | 501,637 | 500,456 |
| Professional Services | - | 20,535 | 48,000 | 30,000 | 78,000 |
| Services & Supplies | 552,058 | 545,740 | 580,000 | 607,118 | 606,907 |
| Insurance | - | - | - | - | - |
| Utilities | 8,915 | 11,087 | 11,000 | 11,940 | 11,940 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 560,973 | 577,362 | 639,000 | 649,058 | 696,847 |
| General Fund Cap. Exp. | | | | | |
| **Total Uses** | 970,598 | 1,000,381 | 1,039,000 | 1,150,695 | 1,197,303 |
| **Net Sources (Uses)** | $ (970,598) | $ (1,000,381) | $ (1,039,000) | $ (1,150,695) | $ (1,197,303) |

**Incline Village General Improvement District**
**Community Services – Facilities**
**Executive Summary**
**Operating Budget FYE June 30, 2019**

The operating plan for Facilities provides preferred pricing for Picture Pass Holders (PPH) with the use of revenue from non-PPH events. IVGID establishes a schedule of events to support golf, community programing and Trustee meetings or general administration that represents four hundred and nine (409) of the expected five hundred and two (502) events.

## Service Metrics

### Season/Service Period

Primary schedule of events June to October, both venues are available indoors year round.

| | Actual 2017/18 | Budgeted 2018/19 | Planned 2019/20 |
|---|---|---|---|
| **Service Measures (Scheduled Events)** | | | |
| The Chateau | 354 | 341 | 329 |
| Aspen Grove | 170 | 176 | 173 |
| **Staffing** | | | |
| Positions | 4 | 4 | 4 |
| FTE's | 1.37 | 1.4 | 1.44 |

## Services Provided

### Venues

Indoor meeting space
Ballroom space
Wedding ceremonies indoors and outdoors
Family gathering areas
Operating location for the Championship Golf Course
Event space for golf groups local and destinations
Meeting locations for Community Programming
Board of Trustees meetings and events
Conference services
Celebrations of Life
Movies
Card games

Corporate Events
School programs
Employee Meetings
Non-profit Events
Senior Events
Youth Programs
Team Building

## Services Provided

| WEDDING AND EVENT SALES | WEDDINGS | COMMUNITY EVENTS |
|---|---|---|
| Lead generation | Yes | Yes |
| Respond to all inquiries | Yes | Yes |
| Venue tours | Yes | Yes |
| Discuss options regarding events-proposals | Yes | Yes |
| Keep event calendar current | Yes | Yes |
| Follow up with potential clients | Yes | Yes |
| Contract negotiations | Yes | Yes |
| Collect monies | Yes | Yes |
| Maintain contact with clients throughout planning | Yes | Yes |
| Maintains role as a liaison for client | Yes | Yes |
| Event Planning- wine, menus, timelines, floorplans | Yes | Yes |
| Create Menus | Yes | Yes |
| Accounting liaison | Yes | Yes |
| Coordinate wedding Ceremony/rehearsal | Yes | No |
| Day of contact with vendors and guests | Yes | Yes |
| Troubleshoot-bob and weave | Yes | Yes |
| Follows up with Client and reconcile account | Yes | Yes |

**Incline Village General Improvement District**
**Community Services – Facilities**
**Executive Summary**
**Operating Budget FYE June 30, 2019**

| FACILITIES | WEDDINGS | COMMUNITY EVENTS |
|---|---|---|
| Manages cleanliness and maintenance of venues | Yes | Yes |
| Snow Removal | Yes | Yes |
| Maintain equipment | Yes | Yes |
| Janitorial duties and replenishes supplies | Yes | Yes |
| Set up and break down according to floorplans | Yes | Yes |
| Keep fire pits and heaters ready at all times | Yes | Yes |
| Keep storage areas organized | Yes | Yes |
| Sets up and troubleshoot audio/visual equipment | Yes | Yes |
| Available to client day of event for floor plan changes | Yes | Yes |
| Available to client day of event for audio/visual needs | Yes | Yes |
| Monitors safety and hazardous materials within venue | Yes | Yes |

| BANQUET SERVICE STAFF | WEDDINGS | COMMUNITY EVENTS |
|---|---|---|
| Ensure venue look neat, organized | Yes | Yes |
| Establishes contact with person in charge of event | Yes | Yes |
| Prepare the tables for event | Yes | Yes |
| Manages outside vendors | Yes | Yes |
| Provides food service to clients | Yes | Yes |
| Coordinates plated meal service to individual guest tables | Yes | Yes |
| Transport food to Aspen Grove | Yes | Yes |
| Maintain Service ware | Yes | Yes |
| Keeps events on timeline | Yes | Yes |
| Maintain cleanliness and organization throughout event | Yes | Yes |
| Consolidate clients' items | Yes | Yes |
| Washes and restocks all glassware | Yes | Yes |

| | | |
|---|---|---|
| Maintains organization of banquet equipment | Yes | Yes |
| Troubleshoots during events | Yes | Yes |
| Writes summary report for final charges. | Yes | Yes |
| Inventory, order and organize alcohol | Yes | Yes |
| Provides tableside alcohol service | Yes | Yes |
| Bar supplied and ready as necessary | Yes | Yes |
| Bar Captain reconciles monies collected from cash bar | Yes | Yes |
| Bar Captain files a summary report of all sales | Yes | Yes |

| KITCHEN STAFF | WEDDINGS | COMMUNITY EVENTS |
|---|---|---|
| Coordinate with sales/banquet staff for client's expectations for menus and service style | Yes | Yes |
| Prepares food for transportation to offsite locations | Yes | Yes |
| Food is prepared in timely fashion based on timeline | Yes | Yes |
| Adhere to all Servsafe food handling rules | Yes | Yes |
| Maintain cleanliness | Yes | Yes |

## Items of Note for Budgeting Fiscal Year 2019-20

### Revenue

With the road closures and snowy weather, we have not been able to capitalize on engagement season. Because of that, tours have been down significantly. With many cancellations, this causes me concern for 2020-21. Last year, at this time, we had 33 weddings sold for fiscal year 2018-19 at The Chateau and 20 at Aspen Grove. This year we have 42 weddings sold for 2019-20 and 17 at Aspen Grove.

### Budget

Facilities labor is flat.
Services and Supplies are up which is to be expected considering the age of the venues & equipment.
Changes in technology for our audio/visual equipment.
Increase in business.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
FACILITIES
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 355,696 | 392,246 | 450,000 | 420,793 | 529,421 |
| Facility Fee | 147,319 | 308,463 | 131,248 | 131,248 | 41,015 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 1,150 | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 504,165 | 700,709 | 581,248 | 552,041 | 570,436 |
| Uses: | | | | | |
| Salaries & Wages | 80,096 | 76,190 | 85,000 | 89,488 | 88,583 |
| Employee Benefits | 38,460 | 37,739 | 41,000 | 47,157 | 47,500 |
| Total Personnel | 118,556 | 113,929 | 126,000 | 136,645 | 136,083 |
| Professional Services | 1,080 | 1,110 | 1,100 | 1,140 | 1,170 |
| Services & Supplies | 262,168 | 294,989 | 338,000 | 337,960 | 352,898 |
| Insurance | 10,341 | 14,573 | 12,240 | 12,240 | 11,820 |
| Utilities | 34,850 | 34,925 | 36,000 | 35,550 | 36,600 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | 21,800 | 23,000 | 25,500 | 25,500 | 27,420 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 330,239 | 368,597 | 412,840 | 412,390 | 429,908 |
| **Total Uses** | 448,795 | 482,526 | 538,840 | 549,035 | 565,991 |
| **Net Sources (Uses)** | $ 55,370 | $ 218,183 | $ 42,408 | $ 3,006 | $ 4,445 |

**Incline Village General Improvement District**
**Recreation Center & Community Programming – Executive Summary**
**Operating Budget FYE June 30, 2021**

**Service Metrics/Service Period**

The Recreation Center is open 364 days out of the year from 6am – 9pm, Monday – Friday and 7am – 8pm, Sat/Sun. Over 90 Community Recreation Programs are offered daily on a year-round basis for all ages and every demographic.

**Service Measures (total visits)**

| | Actual 2018/19 | Budgeted 2019/20 | Budgeted 2020/21 |
|---|---|---|---|
| Recreation Center | 288,473 | 325,000 | 300,000 |
| Aquatics | 64,392 | 68,000 | 66,000 |
| Youth and Family Programs | 8442 | 3500 | 3500 |
| Youth & Adult Sports | 6625 | 7000 | 7200 |
| Senior Programs | 12,194 | 11,800 | 12,300 |
| Fitness, Health & Wellness | 31,957 | 30,500 | 32,000 |
| **Total** | **412,083** | **445,800** | **421,000** |

**Staffing**

| | | | |
|---|---|---|---|
| Recreation Center | | | 5.89 |
| Fitness, Health & Wellness | | | 3.24 |
| Aquatics | | | 8.33 |
| Youth & Family Programs | | | 2.17 |
| Youth & Adult Sports | | | 1.90 |
| Senior Programs | | | 3.77 |
| Recreation Counter | | | .38 |
| **Total FTE** | **25.10** | **25.03** | **25.68** |

**Services Provided**

- Massage Therapy
- 37 Group Fitness Classes Weekly
- 25 Yard 8 Lane Indoor Pool with Diving board
- Gymnasium
- Full Service Locker Rooms
- Pro Shop
- Aquatics Programs
- Youth & Adult Sports Programs
- Youth & Family Programs
- Special Events
- Senior Programs
- Fitness, Health & Wellness Programs
- Indoor Pickle Ball Program (Winter)
- Facility Booking
- Programming Administration
- Recreation Center Membership Services
- Community Programming Marketing
- Lobby with Free Community Wi-Fi and Public Computers

**Incline Village General Improvement District**
**Recreation Center & Community Programming**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**RECREATION CENTER – Open 364 days of the year**

| Service Provided | Frequency |
|---|---|
| Group Fitness Classes | Daily (48 classes weekly) |
| Cardio & Strength Room (Cable TV) | Daily |
| Massage Therapy | Daily by Appointment only |
| Personal Training | Daily by Appointment only |
| Gymnasium | Daily Drop in/Programming |
| 25 yard 8 Lane Pool w/Diving Board | Daily Drop in/Programming |
| Indoor Pickle Ball | 4x weekly/2-3 hours per day |
| Full service Locker Room | Daily |
| Facility Booking/Group Picnic Rentals/Kayak & Paddleboard Storage | Daily |
| Program Registration | Daily |
| Membership Services | Daily |
| Birthday Parties | Daily by Reservation |
| Adult Basketball Drop in | Tu/Wed/Thu Year Round |
| Lifeguard Operations | Daily (2 Lifeguards on duty during operating hours) |
| Fitness Attendant/Recreation Center Rover | Daily – 6 – 8 hours |
| Kid Zone Child Care | 6 days weekly (Paid service) |
| Free Community wifi/ Public Computers | Daily |
| Complimentary Coffee & Tea | Daily (Members/Daily Paid Visit) |
| Towel Service | Daily (paid service) |
| Cleaning Service | Daily (After Closing) |

**Community Programming – FITNESS, HEALTH & WELLNESS**

| Service Provided | Ages | Frequency |
|---|---|---|
| Youth Dance – Fairytale Ballet, Jazz, Hip Hop | 3 – 11 | Two 12 week sessions |
| Adult Ballet | 18+ | Ongoing 1 month sessions |
| Nutrition Lectures | All Ages | 12 sessions annually |
| Yoga Workshops | 18+ | 8 sessions |
| 5 peaks in 5 weeks Fitness Challenge | All ages | 5 weeks – July/August |
| Personal Training | All Ages | Daily by Appointment only |
| Annual Fitness Challenge | All Ages | Once Annually – 6 weeks |
| Art Classes- 3 Variations | 13+ | 3 Programs annually |
| Ballroom Dance | 21+ | Ongoing |

**Community Programming – AQUATICS**

| Service Provided | Ages | Frequency |
|---|---|---|
| Lifeguard Operations – RC | NA | Daily – 2 Lifeguards on duty during operating hours |
| Lifeguard Operations - Beaches | NA | Memorial Day – Labor Day Weekends |
| Lifeguard Operations – BC | NA | Mid May – Late September |
| Group Swim Lessons – RC | 6mo + | Year Round |
| Group Swim Lessons – BC | 6mo+ | June – August (IVGID Passholders) |
| Private Swim Lessons | 6mo+ | Year Round |
| Swim Team | 6+ | Year Round Mon - Thu |
| Swim Around Tahoe | All Ages | Daily |
| Masters Swimmers | All Ages | Daily |
| Lifeguard Training Class | 15+ | Weekends May/June |
| CPR Certification | Staff | When Needed |
| WSI Swim Instructor Training | 16+ | Weekends May/June |
| Jr Lifeguard Training | 10 – 14 | 6 3 hours sessions |

**Community Programming – SENIORS**

| Service Provided | Ages | Frequency |
|---|---|---|
| Hiking Series | 55+ | Tuesday's May - November |
| Digital Photo | 55+ | Once Monthly Year Round |
| Ski Clinics | 55+ | Wednesday's January - April |
| Bocce Ball | Adult/Senior | Wednesdays June - August |
| Moonlight Hikes | Adult/Senior | Full Moons May - June |
| Conversation Cafe | Adult/Senior | Thursdays Year Round |
| Field Trips & Outings | 55+ | Once Monthly |
| Incliners | 49+ | Year Round |
| Veterans Club | NA | Year Round |
| Community Events | All Ages | Year Round |
| Senior Transportation | 55+ | Daily |
| Snowshoe Hikes | 55+ | Tuesday's December - April |

## Community Programming – YOUTH & ADULT SPORTS

| Service Provided | Ages | Frequency |
|---|---|---|
| Youth Basketball Leagues | 1st – 8th | Daily December - February |
| Girls Softball Leagues | 2nd – 8th | Daily Late April – Mid June |
| Youth Flag Football Leagues | | Fall |
| Youth Volleyball Leagues | 5th – 8th | Spring |
| Play Like a Champion Basketball | 6 – 10 | October - December |
| Play Like a Champion Volleyball | 10 – 16 | February – April |
| Middle School Volleyball Clinics | 5th – 8th | Three weeks November |
| TK Basketball Camps | 9 – 14 | Two weeks June/August |
| Middle School Volleyball Camp | 5th – 8th | One week - June |
| Youth Soccer Camp | 9 – 14 | One week - August |
| Brazillian Jiu Jitsu | All ages | Ongoing |
| Adult Volleyball Leagues | 18+ | Two seasons Oct - Apr |
| Adult 3 on 3 Basketball League | 18+ | Fall/Spring |
| Adult Softball Leagues (3 leagues) | 18+ | June – August |
| Adult Softball Tournament | 18+ | Labor Day Weekend |
| Adult Outdoor Soccer | 18+ | Summer/Fall |
| Adult Indoor Soccer Leagues | 18+ | Fall/Spring |

## Community Programming – YOUTH & FAMILY PROGRAMMING

| Service Provided | Ages | Frequency |
|---|---|---|
| Tahoe Tiny Timbers | 6 – 12 | Daily when school is out |
| Trail of Treats & Terror - *Collaboration* | 6mo+ | Tue/Fri Year Round |
| Easter Eggstravaganza | All Ages | October |
| Underwater Egg Hunt | All Ages | March/April |
| IMS Career Day - *Collaboration* | All Ages | March/April |
| Teen Dances - *Collaboration* | 6th – 8th | March |
| Leadership in Training Program | 6th – 8th | School Year (4 Dances) |
| Little Adventure Camps | 11 – 18 | June - August |
| Pre-K enrichment classes | 3 – 6 | July - August |
| Themed Specialty Camps ie. Animals, Sewing & Cooking, Author Academy, World of Water. | 3 – 6 | School Year |
| Stand up Paddleboard Camp | 6 – 11 | June - August |
| 8th Grade Promotion - *Collaboration* | 6 – 14 | May - July |
| Water Carnival | 8th grade | June |
| Brunch w/Santa - *Collaboration* | All Ages | August |
| Community Holiday Celebration | All Ages | December |
| Community Leadership Club | All Ages | December |
| Community Snowshoe | 9+ | January – March (3 Dates) |
| Starlight Cinema | All Ages | July – August (3 dates) |
| Water Carnival | All Ages | August |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
RECREATION AND COMMUNITY PROGRAMMING
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 1,289,952 | 1,364,045 | 1,320,000 | 1,285,209 | 1,364,897 |
| Facility Fee | 1,039,415 | 1,308,670 | 1,173,029 | 1,173,029 | 1,222,247 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 1,247 | 3,483 | - | - | - |
| Intergovernmental | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 2,347,614 | 2,693,198 | 2,510,029 | 2,475,238 | 2,604,144 |
| Uses: | | | | | |
| Salaries & Wages | 1,093,852 | 1,156,579 | 1,210,000 | 1,164,024 | 1,260,756 |
| Employee Benefits | 319,199 | 321,005 | 355,000 | 368,533 | 394,888 |
| Total Personnel | 1,413,051 | 1,477,584 | 1,565,000 | 1,532,557 | 1,655,644 |
| Professional Services | 5,400 | 5,550 | 5,700 | 5,700 | 5,850 |
| Services & Supplies | 496,034 | 485,452 | 560,000 | 560,046 | 563,979 |
| Insurance | 37,623 | 50,559 | 57,600 | 57,600 | 55,920 |
| Utilities | 135,239 | 133,041 | 145,000 | 145,360 | 144,640 |
| Cost of Goods Sold | 43,756 | 39,086 | 40,000 | 49,860 | 44,559 |
| Central Services | 101,000 | 105,700 | 124,000 | 124,000 | 133,440 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 819,052 | 819,388 | 932,300 | 942,566 | 948,388 |
| **Total Uses** | 2,232,103 | 2,296,972 | 2,497,300 | 2,475,123 | 2,604,032 |
| **Net Sources (Uses)** | $ 115,511 | $ 396,226 | $ 12,729 | $ 115 | $ 112 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
SENIOR PROGRAMMING (46-820)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 48,559 | 53,394 | 54,000 | 46,210 | 62,110 |
| Facility Fee | 165,094 | 172,636 | 172,263 | 172,263 | 188,669 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | 17,000 | 17,000 | 17,000 | 17,000 | 17,000 |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 230,653 | 243,030 | 243,263 | 235,473 | 267,779 |
| Uses: | | | | | |
| Salaries & Wages | 131,808 | 155,053 | 158,000 | 156,804 | 171,640 |
| Employee Benefits | 36,833 | 40,617 | 44,000 | 44,433 | 48,847 |
| Total Personnel | 168,641 | 195,670 | 202,000 | 201,237 | 220,487 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 35,829 | 35,456 | 37,000 | 36,965 | 41,990 |
| Insurance | 1,615 | - | - | - | - |
| Utilities | 1,023 | 1,033 | 1,000 | 1,080 | 1,080 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 38,467 | 36,489 | 38,000 | 38,045 | 43,070 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 207,108 | 232,159 | 240,000 | 239,282 | 263,557 |
| **Net Sources (Uses)** | $ 23,545 | $ 10,871 | $ 3,263 | $ (3,809) | $ 4,222 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
RECREATION CENTER & PROGRAMMING WITHOUT YOUTH & SENIORS
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 1,099,903 | 1,199,101 | 1,165,000 | 1,169,429 | 1,208,662 |
| Facility Fee | 662,934 | 930,515 | 795,691 | 795,691 | 820,300 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 1,247 | 3,483 | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 1,764,084 | 2,133,099 | 1,960,691 | 1,965,120 | 2,028,962 |
| Uses: | | | | | |
| Salaries & Wages | 723,226 | 813,037 | 863,000 | 827,913 | 888,144 |
| Employee Benefits | 194,502 | 206,371 | 234,000 | 244,907 | 260,540 |
| Total Personnel | 917,728 | 1,019,408 | 1,097,000 | 1,072,820 | 1,148,684 |
| Professional Services | 5,400 | 5,550 | 5,700 | 5,700 | 5,850 |
| Services & Supplies | 429,115 | 425,631 | 500,300 | 502,136 | 501,349 |
| Insurance | 36,008 | 50,559 | 57,600 | 57,600 | 55,920 |
| Utilities | 133,555 | 131,349 | 143,280 | 143,560 | 142,840 |
| Cost of Goods Sold | 43,216 | 38,501 | 40,000 | 49,860 | 44,559 |
| Central Services | 101,000 | 105,700 | 124,000 | 124,000 | 133,440 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 748,294 | 757,290 | 870,880 | 882,856 | 883,958 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 1,666,022 | 1,776,698 | 1,967,880 | 1,955,676 | 2,032,642 |
| **Net Sources (Uses)** | $ 98,062 | $ 356,401 | $ (7,189) | $ 9,444 | $ (3,680) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
YOUTH AND FAMILY PROGRAMMING (46-810)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 107,834 | 80,533 | 62,000 | 34,780 | 52,250 |
| Facility Fee | 147,962 | 106,870 | 106,639 | 106,639 | 114,842 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 255,796 | 187,403 | 168,639 | 141,419 | 167,092 |
| Uses: | | | | | |
| Salaries & Wages | 152,188 | 104,045 | 102,000 | 92,414 | 105,902 |
| Employee Benefits | 52,970 | 42,573 | 38,000 | 38,655 | 43,305 |
| Total Personnel | 205,158 | 146,618 | 140,000 | 131,069 | 149,207 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 24,787 | 19,213 | 14,700 | 14,725 | 14,520 |
| Insurance | - | - | - | - | - |
| Utilities | 661 | 659 | 720 | 720 | 720 |
| Cost of Goods Sold | 540 | 585 | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 25,988 | 20,457 | 15,420 | 15,445 | 15,240 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 231,146 | 167,075 | 155,420 | 146,514 | 164,447 |
| **Net Sources (Uses)** | $ 24,650 | $ 20,328 | $ 13,219 | $ (5,095) | $ 2,645 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
YOUTH AND FAMILY SPORTS (46-811)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 33,656 | 31,017 | 39,000 | 34,790 | 41,875 |
| Facility Fee | 63,425 | 98,649 | 98,436 | 98,436 | 98,436 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 97,081 | 129,666 | 137,436 | 133,226 | 140,311 |
| Uses: | | | | | |
| Salaries & Wages | 86,630 | 84,444 | 87,000 | 86,893 | 95,070 |
| Employee Benefits | 34,894 | 31,444 | 39,000 | 40,538 | 42,196 |
| Total Personnel | 121,524 | 115,888 | 126,000 | 127,431 | 137,266 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 6,303 | 5,152 | 8,000 | 6,220 | 6,120 |
| Insurance | - | - | - | - | - |
| Utilities | - | - | - | - | - |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 6,303 | 5,152 | 8,000 | 6,220 | 6,120 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 127,827 | 121,040 | 134,000 | 133,651 | 143,386 |
| **Net Sources (Uses)** | $ (30,746) | $ 8,626 | $ 3,436 | $ (425) | $ (3,075) |

**Incline Village General Improvement District**
**Parks – Executive Summary**
**Operating Budget FYE June 30, 2021**

**Service Metrics/Season Period**

The Parks Division operates 365 Days a year with peak season April 15 – October 31. Shoulder season is typically November 1 – April 15. This varies depending on length/impact of winter.

| Service Measure (Visits) | Actual 2018/19 | Budgeted 2019/20 | Budgeted 2020/21 |
|---|---|---|---|
| Scheduled Parks/Fields visits | 44,050 | 46,200 | 48,000 |
| *only tracks scheduled events | | | |
| **Staffing** | | | |
| Total FTE's | 9.3 | 9.2 | 8.6 |

**Services Provided (Maintenance, Snow Removal, Grounds, Turf Management, Customer Service, and Trash Collection)**

- 3 Multi Use Ball Fields at Incline Park
- Preston Field/Park & Playground
- Village Green Community Fields and Dog Park
- Skate Park
- NT Lions Club Disc Golf Course
- Rob & Robin Holman Family Bike Park
- Fit Course
- Aspen Grove
- Recreation Center
- Administration Building
- Incline High School Stadium Field
- East & West Park
- Tennis Center
- Visitors Center
- Incline Beach
- Hermit Beach
- Ski Beach
- Burnt Cedar Beach

**Incline Village General Improvement District**
**Community Services – Parks**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Parks – 365 Days a year**

| Service Provided | Frequency |
|---|---|
| Incline Park Ball Fields | 3 staff during peak season April/May-August/September daily maintenance and event preparation occurs. Field skins watered, pitching mound maintenance, batter's box maintained, lip removal, prep for games etc… |
| Incline Park Batting Cage | Put up in the spring when snow does not look to happen again. Take down in the fall before snow flies. Repairs from holes as needed. Weekly surface maintenance when up. |
| Skateboard Park | April-October daily maintenance. Blowing or sweeping as needed, Trash/Recycling collection, litter removal, vandalism and graffiti removal. |
| Preston Field | 1.5 staff member April-September daily maintenance and event preparation occurs. Field skins watered, pitching mound maintenance, batter's box maintained, lip removal, prep for games etc… |
| Preston Park/Playground | Same staff member for Preston field. Daily playground surfacing, BBQ maintenance, trash, and litter policing. |
| Village Green Community Fields and Dog Park | 1 staff member during peak season. 1 shared staff member during off season. Daily checking of dog bag dispensers, emptying of bear boxes, restroom maintenance, turf care-seeding, aeration, dog waste removal, litter policing. |
| Aspen Grove | Same staff member as Village Green. Daily tasks include post wedding clean up litter, confetti, cake, and rose petals clean up. Bear containers emptied. Pressure washing/blowing/sweeping as needed, cleaning bird droppings on tables, and watering flower pots. |
| Fitness Trail | Same staff member as Village Green. Regular inspection of trail equipment, emptying bear boxes, police for litter, check for vandalism. |
| 4th of July Holidays | All staff stationed at Beaches and Village Green. Restroom checks every ½ hour, constant trash and recycling collection from 5am-12pm, assist with loading zone traffic, seal boats after fireworks, secure site after barge unloading is complete (2am), collect lost and found items to central location. |
| Ski Beach | 2 staff member April-October. Daily maintenance during this time Trash, Recycling, Litter, Green waste collection. Restroom cleaning every 1-3 hours. Beach Cleanup. BBQ area maintenance. Kayak collection early season for expired rack rental. |

**Incline Village General Improvement District**
**Community Services – Parks**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Parks – 365 Days a year**

| Service Provided | Frequency |
|---|---|
| Incline Beach | Same staff members as Ski Beach April-October. Daily maintenance during this time Trash, Recycling, Litter, Green waste collection. Restroom cleaning every 1-3 hours. Beach Cleanup. BBQ area maintenance. |
| Hermit Beach | Same staff members as Ski Beach April-October. Daily maintenance during this time Trash, Recycling, Litter, Green waste collection. Restroom cleaning every 1-3 hours. Beach Cleanup. BBQ area maintenance. Kayak collection early season for expired rack rental. |
| Burnt Cedar Beach | 2 staff member April-October. Daily maintenance during this time Trash, Recycling, Litter, Green waste collection. Restroom cleaning every 1-3 hours. Beach Cleanup. BBQ area maintenance. |
| Bocce Ball Court | April-October daily maintenance. Raking, leveling and adding material. |
| Volleyball Courts | April-October daily maintenance. Raking, leveling and adding material. Monthly Rototilling and walk behind beach raking. Staff provides a hose to customers to water court. |
| Group Picnic Rentals/Events/Weddings | 209 Rentals in 2017. Staff prepares the site for the customer arrival by, cleaning the BBQ, emptying the bear proof containers, policing the site for litter and hazards such as rocks and pinecones. During the event as needed the bear proof containers are emptied. |
| Special Events Bands at the Beach/Camps/Non-picnic events/Sports activities | 764 events in 2017. Staff ensures events go smoothly by preparing for them properly before they begin. Emptying bear proof containers. Field preparation for ball games, field painting for soccer or lacrosse. Adequate restroom cleaning to accommodate activity level. |
| Tennis Center | 1 staff member During peak season. Daily maintenance year round depending on weather. During shoulder season staff blows the courts as needed. Regular maintenance occurs May-September, including Restroom cleaning, trash/recycling collection. Pumping excess water out of drain as needed. |
| Recreation Center | Same staff member as tennis. Daily maintenance year round. Police parking lot for litter. Empty bear proof containers. |
| Visitors Center | Same staff member as tennis. Daily maintenance year round. Empty bear proof containers. |
| NT Lions Club Disc Golf Course | Same staff member as tennis. Daily maintenance year round. Empty bear proof containers. |

**Incline Village General Improvement District**
**Community Services – Parks**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Parks – 365 Days a year**

| Service Provided | Frequency |
|---|---|
| Rob & Robin Holman Family Bike Park | 1 paid expert and same staff member as tennis. Daily maintenance year round, empty bear proof containers. Also regular maintenance depending on weather. |
| Administration Building | Same staff member as Burnt Cedar. Daily maintenance year round. Police parking lot for litter. Empty bear proof containers. |
| East & West Park | Same staff member as Burnt Cedar. Daily maintenance year round. Police parking lot for litter. Empty bear proof containers. |
| High School Stadium Field | Reimbursed by WCSD. Maintenance dictated by weather. Maintenance tasks - raking, aeration, mowing, and seeding, fertilization all performed June-October. |
| Winter Operations | Not including supervisors there is 1 staff member full time and 4-7 on call staff to assist during snow removal activities. Tasks are dictated by weather. If there is no snow customers are at the beaches and staff is required to empty bear proof containers, police site for litter, and clean restrooms more frequently. If there is snow, removal activities take place. Clearing parks facilities Rec Center, Administration, Aspen Grove, Incline Park Pathway, Dumpsters, and all bear proof containers, de-icing between storms. Snow removal can take up to a week following a storm. |
| Recycling | Separate dumpsters are used to collect Recycling bags and most sites. Other sites the recycling is hauled to a recycle dumpster. |
| Green Waste | All compostable clean green waste is collected and hauled to full circle compost. This saves money and reduces parks adding to our landfill. |
| Tree Management | Staff takes a proactive approach to removing hazardous trees, by pruning deadwood and removing damaged branches. The IVGID Brush crew assisted where no climbing needs to take place. |
| Mowing | 2 staff members mow, and trim each beach once per week as needed. This drops off early and late season as turf is slow to grow in the spring and fall. Mow and trim each sports field two times per week during peak growing season |

**Incline Village General Improvement District**
**Community Services – Parks**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Parks – 365 Days a year**

| Service Provided | Frequency |
|---|---|
| Vehicle & Equipment Care & Condition | Use of a number of vehicles and variety of tractor attachments, tools and small equipment. Most are selected for their multifunctional uses. Parks staff delivers to and picks up equipment from Sweetwater Fleet Operations for maintenance. Borrowing of equipment from Golf includes: top-dresser, tractor, core sweeper, and mower. |

**Incline Village General Improvement District**
**Parks**
**Budget Items of Note**
**Operating Budget FYE June 30, 2021**

## Items of Note for Budgeting Fiscal Year 2020-21

### Revenue/Sources

- Sources of revenue flat budget to budget. Revenue sources include Interfund transfers, facility rentals.

### Uses

- Personnel costs are slightly down year on year. This is important to note as staff hourly wages continue to be increased to ensure wages are competitive in the current limited job market that the district operates within. This also includes increases for annual cost of living increases for seasonal and year round staff.

- Services & Supplies flat year on year. Staff continues to utilize new strategies to maximize use of equipment and supplies. Staff also emphasizes care and condition of district resources. These strategies have been successful in providing measures of cost control.

- Parks operating overall is $8,000 better year on year

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
PARKS
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 48,910 | 46,580 | 53,000 | 62,178 | 65,801 |
| Facility Fee | 703,856 | 873,701 | 730,067 | 730,067 | 730,067 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | 19,854 | 250 | 9,000 | - | - |
| Intergovernmental | 20,220 | 14,570 | 23,000 | 23,400 | 21,700 |
| Interfund | 63,685 | 70,604 | 78,000 | 82,010 | 84,926 |
| Central Services | - | - | - | - | - |
| **Total Sources** | 856,525 | 1,005,705 | 893,067 | 897,655 | 902,494 |
| Uses: | | | | | |
| Salaries & Wages | 332,157 | 337,927 | 338,000 | 345,389 | 342,681 |
| Employee Benefits | 71,527 | 75,544 | 75,000 | 85,289 | 86,061 |
| Total Personnel | 403,684 | 413,471 | 413,000 | 430,678 | 428,742 |
| Professional Services | 1,080 | 1,110 | 1,100 | 1,140 | 1,170 |
| Services & Supplies | 268,312 | 258,733 | 288,000 | 303,876 | 302,862 |
| Insurance | 13,541 | 18,718 | 13,800 | 16,800 | 13,320 |
| Utilities | 93,082 | 83,907 | 9,600 | 96,485 | 96,485 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | 38,600 | 39,500 | 42,300 | 42,300 | 45,540 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 414,615 | 401,968 | 354,800 | 460,601 | 459,377 |
| **Total Uses** | 818,299 | 815,439 | 767,800 | 891,279 | 888,119 |
| **Net Sources (Uses)** | $ 38,226 | $ 190,266 | $ 125,267 | $ 6,376 | $ 14,375 |

**Incline Village General Improvement District**
**Beaches – Executive Summary**
**Operating Budget FYE June 30, 2021**

## Service Metrics/Season Period

The Beaches are open daily year round. However; the Burnt Cedar Pool, boat ramp and entrance gates are staffed approximately 153 days annually beginning in early May through late September depending on weather. Food & Beverage operations are available beginning Memorial Day weekend through Labor Day Weekend. The boat ramp is available by appointment October through April.

| Service Measure (Visits) | Actual 2018/19 | Budgeted 2019/20 | Budgeted 2020/21 |
|---|---|---|---|
| Overall Beach Visits | 192,321** | 191,849 | 192,000 |
| | | | |
| Food & Beverage | | | 2.74 |
| Beach Hosts | | | 6.45 |
| Beach Parks | | | 8.09 |
| Beach Aquatics | | | 6.75 |
| Beach Admin | | | 1.01 |
| **Total FTE** | **26.1** | **25.98** | **25.04** |

## Services Provided

- 4 Restricted access beaches: Burnt Cedar, Incline, Ski & Hermit.
- Boat Ramp
- Burnt Cedar Pool & Toddler Pool
- 3 Volleyball Courts
- Bocce Ball Court
- Kayak/Paddle Board Storage
- Food & Beverage Services
- Parks & Building Maintenance Operations
- Beach Hosts Operations
- Group Picnic/Event Rentals (4 sites)
- Aquatics & Lifeguard Operations
- Non-Motorized Watercraft Concessions at Burnt Cedar & Incline Beaches
- Restrooms/Changing Rooms
- Watercraft Seal Inspections
- Playgrounds at Burnt Cedar and Incline Beaches
- Community Programs including Swim Lessons & Youth Paddle Board Camps

**Incline Village General Improvement District**
**Beaches**
**Budget Items of Note**
**Operating Budget FYE June 30, 2021**

## Items of Note for Budgeting Fiscal Year 2020-21

### Sources

- Overall revenue sources increase of $108,000 (7%). This includes $65,000 in admissions and fees (peak time pricing), $14,000 in Food & Beverage, $10,000 in rentals for Kayak and Paddleboard storage, as well as incremental increases in programming and concessions.

### Uses

- Personnel is will remain flat year on year. This includes cost of living increases and wage increases in areas such as lifeguards and parks staff to ensure we remain competitive in the limited employee market.

- Services and Supplies increased $55,000 (5.5%). This due primarily to inflationary and operational increases in Operating Supplies ($5,500), Food & Beverage ($6800), Central Services Cost Allocation ($8,400), Utilities ($12,500), Building Maintenance ($4300) and Security ($3,700), and Banking Fees ($15,000).

- Beach Aquatics Revenues for swim lessons drop slightly, while wages are only increasing 1.5%. This includes in cost of living and right sizing of wages to stay competitive in the limited employee market. Services and supplies are slightly down.

- Beach Hosts Personnel decreased by $8,000 (3%). Total Expenses decreased by $12,000 (4.5%).

- Beach Parks Personnel remains flat year on year. Services and Supplies are increased $11,000 (4.5%) as a result of inflationary increases in materials, supplies, and equipment. The personnel budget includes labor for increased trash collection. Overall, Beach Parks is increasing by $9,000 year on year.

**Incline Village General Improvement District**
**Beaches**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Beaches – Year Round - Gates staffed May – September (appx 150 days)**

| Service Provided | Frequency |
|---|---|
| 4 Restricted Access Beaches – Burnt Cedar, Incline, Ski & Hermit Beaches | Open daily. Gates Staffed May - October |
| Boat Ramp Launch Services | Open daily. By appointment only November - April |
| Burnt Cedar Pool | Mid May – Late September |
| 3 Volleyball Courts | Daily weather depending |
| Bocce Ball Court | Daily weather depending |
| Kayak/Paddleboard Storage | Daily |
| Food & Beverage Services & Concessions | Memorial Day through Labor Day. Weekends only until mid June. |
| Non-Motorized Watercraft Concessions | Memorial Day – Labor Day |
| Parks/Ground Operations | Daily |
| Beach Gate Hosts Operations | Daily Early May – Late September |
| Lifeguard Operations | Memorial Day – Labor Day. Hours increased mid-June to mid-August |
| Security Services | Year Round. Increased capacity during peak season |
| Group Picnic/Event Rentals (4 sites) | May - September |
| Aquatics Programming – Swim Lessons, Stand Up Paddleboard camps, Yoga at the beach, Aquacize | May - September |
| Full Service Restrooms | Year Round at BC & SB, seasonal at IB. |
| Watercraft Seal Inspections | Year Round |
| Playgrounds – Burnt Cedar & Incline | Year Round weather depending |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
BEACH HOSTS (39-710)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | - | - | - | - | - |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | - | - | - | - | - |
| Uses: | | | | | |
| Salaries & Wages | 202,163 | 221,905 | 203,000 | 213,629 | 210,111 |
| Employee Benefits | 47,011 | 43,858 | 41,000 | 46,962 | 42,800 |
| Total Personnel | 249,174 | 265,763 | 244,000 | 260,591 | 252,911 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 9,604 | 10,203 | 11,000 | 17,075 | 12,900 |
| Insurance | - | - | - | - | - |
| Utilities | - | - | - | - | - |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 9,604 | 10,203 | 11,000 | 17,075 | 12,900 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 258,778 | 275,966 | 255,000 | 277,666 | 265,811 |
| **Net Sources (Uses)** | $ (258,778) | $ (275,966) | $ (255,000) | $ (277,666) | $ (265,811) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
BEACH AQUATICS (39-850)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 8,046 | 5,969 | 8,000 | 8,000 | 7,000 |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 8,046 | 5,969 | 8,000 | 8,000 | 7,000 |
| Uses: | | | | | |
| Salaries & Wages | 220,758 | 220,826 | 218,000 | 243,777 | 245,638 |
| Employee Benefits | 52,327 | 53,968 | 55,000 | 63,678 | 67,219 |
| Total Personnel | 273,085 | 274,794 | 273,000 | 307,455 | 312,857 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 51,440 | 46,314 | 45,000 | 49,745 | 45,940 |
| Insurance | - | - | - | - | - |
| Utilities | 246 | 157 | 1,000 | 1,080 | 1,080 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 51,686 | 46,471 | 46,000 | 50,825 | 47,020 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 324,771 | 321,265 | 319,000 | 358,280 | 359,877 |
| **Net Sources (Uses)** | $ (316,725) | $ (315,296) | $ (311,000) | $ (350,280) | $ (352,877) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
BEACH
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 1,266,613 | 1,492,687 | 1,550,000 | 1,488,800 | 1,596,800 |
| Facility Fee - Operations | 662,744 | 664,881 | 658,580 | 658,580 | 658,580 |
| Facility Fee - Capital | 301,833 | 302,484 | 302,172 | 302,172 | 302,172 |
| Facility Fee - Debt Service | 7,739 | 7,756 | 7,748 | 7,748 | 7,748 |
| Investment income | 2,288 | 36,188 | 18,000 | 22,500 | 11,250 |
| Miscellaneous Revenues | 857 | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Capital Grants | - | - | - | - | - |
| Use of Fund Balance | - | - | - | 687,878 | 75,000 |
| **Total Sources** | 2,242,074 | 2,503,996 | 2,536,500 | 3,167,678 | 2,651,550 |
| Uses: | | | | | |
| Salaries & Wages | 748,538 | 847,293 | 870,000 | 932,898 | 933,632 |
| Employee Benefits | 182,791 | 190,452 | 210,000 | 240,804 | 241,006 |
| Total Personnel | 931,329 | 1,037,745 | 1,080,000 | 1,173,702 | 1,174,638 |
| Professional Services | 6,998 | 5,500 | 6,000 | 17,700 | 17,850 |
| Services & Supplies | 456,373 | 506,461 | 525,000 | 541,743 | 573,175 |
| Insurance | 21,148 | 38,875 | 39,000 | 39,000 | 37,980 |
| Utilities | 116,676 | 130,847 | 134,000 | 126,645 | 139,144 |
| Cost of Goods Sold | 10,122 | 94,437 | 100,000 | 99,900 | 100,500 |
| Central Services | 77,100 | 92,600 | 110,500 | 110,500 | 118,920 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 688,417 | 868,720 | 914,500 | 935,488 | 987,569 |
| Beach Cap. Exp. | 221,248 | 284,298 | 200,000 | 990,050 | 483,600 |
| Beach Debt Service | 6,237 | 6,241 | 6,241 | 6,289 | 6,270 |
| **Total Uses** | 1,847,231 | 2,197,004 | 2,200,741 | 3,105,529 | 2,652,077 |
| **Net Sources (Uses)** | $ 394,843 | $ 306,992 | $ 335,759 | $ 62,149 | $ (527) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
BEACH PARKS MAINTENANCE (39-780)
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | - | - | - | - | - |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | - | - | - | - | - |
| Uses: | | | | | |
| Salaries & Wages | 267,687 | 294,349 | 329,000 | 338,684 | 335,822 |
| Employee Benefits | 63,771 | 70,716 | 79,000 | 90,116 | 91,365 |
| Total Personnel | 331,458 | 365,065 | 408,000 | 428,800 | 427,187 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 180,685 | 191,314 | 193,000 | 198,451 | 200,054 |
| Insurance | - | - | - | - | - |
| Utilities | 38,148 | 51,020 | 48,000 | 41,880 | 51,580 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 218,833 | 242,334 | 241,000 | 240,331 | 251,634 |
| General Fund Cap. Exp. | - | - | - | - | - |
| **Total Uses** | 550,291 | 607,399 | 649,000 | 669,131 | 678,821 |
| **Net Sources (Uses)** | $ (550,291) | $ (607,399) | $ (649,000) | $ (669,131) | $ (678,821) |

**Incline Village General Improvement District**
**Tennis Center – Executive Summary**
**Operating Budget FYE June 30, 2021**

## Service Metrics/Season Period

The Tennis Center's operating season is late April through early November, depending on weather. The Pro Shop is open early May through late October with peak season being early June through late August. Youth and Adult Programs are offered daily throughout the season

| Service Measure (Visits) | Actual 2018/19 | Budgeted 2019/20 | Budgeted 2020/21 |
|---|---|---|---|
| Tennis Visits | 13,082 | 14,683 | 14,500 |
| **Staffing** | | | |
| Total FTE's | 2.2 | 1.9 | 2.1 |

## Services Provided

- 11 Hard Courts
- Youth & Adult Camps & Clinics for all ages & abilities
- Weekly Social Mixers – ladies, men's, mixed
- Tournaments/Special Events
- USTA League Teams
- Private & Group Lessons from USTA Certified Professionals
- 8 Pickle Ball Courts
- Pickle Ball Programs
- Membership Services
- Full Service Pro Shop
- Racquet Stringing

**Incline Village General Improvement District**
**Community Services - Tennis**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**TENNIS CENTER – Pro Shop open May – October (140 days on average)**

| Service Provided | Ages | Frequency |
|---|---|---|
| Full Service Pro Shop/Administration | NA | Daily May - October |
| Daily Drop-in/6packs | All Ages | May - October |
| First Come First Serve Courts | All Ages | November – April (Weather Dependent) |
| Adult Clinics/Activities | 16+ | Daily May - October |
| Adult Camps | 16+ | 4 Camps per Season |
| Youth Clinics | 3 – 17 | Mon – Thu May - October |
| Youth Camps | 6 – 17 | Mon – Thu late June – late August |
| Competitive Junior Tennis Academy | 8 -17 | Mon – Thu late June – late August |
| Adult Socials/Mixers | 18+ | Tue/Wed/Thu May - September |
| Private/Group Lessons | 3+ | Daily by Appt only April - November |
| Incline Open Tournament | 12+ | 3 days annually in July |
| Special Events Activities | All Ages | 10- 12 Events During Season |
| Pickle Ball – 8 courts | All Ages | Daily All Season |
| Pickle Ball Programs/Socials | All Ages | 5 days weekly during season |
| Courts Maintenance (Blowing/Washing) | NA | Daily All season |
| Complimentary Coffee | NA | Daily All Season |
| Racquet Stringing | NA | Daily by Appointment |

**Incline Village General Improvement District**
**Tennis Center**
**Budget Items of Note**
**Operating Budget FYE June 30, 2021**

## Items of Note for Budgeting Fiscal Year 2020-21

### Revenue/Sources

- Overall Revenue is projected to be slightly higher (1.5%). Revenue sources include but are not limited to memberships, daily fees, merchandise, programs, lessons, sponsorships.

### Expenses/Uses

- Personnel costs decreasing by $10,000 (6%) due to new strategies to gain staffing efficiencies within programs and lessons.

- Services and Supplies increase by $3,000 (3%). This is related to inflationary increases in operating supplies and central services.

- Overall Tennis is better to budget year on year by $9,000.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
TENNIS
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 145,196 | 153,435 | 156,000 | 156,100 | 158,100 |
| Facility Fee | 114,581 | 130,893 | 114,842 | 114,842 | 114,842 |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 259,777 | 284,328 | 270,842 | 270,942 | 272,942 |
| Uses: | | | | | |
| Salaries & Wages | 120,151 | 136,149 | 135,000 | 139,281 | 128,372 |
| Employee Benefits | 19,854 | 26,172 | 26,000 | 29,131 | 29,635 |
| Total Personnel | 140,005 | 162,321 | 161,000 | 168,412 | 158,007 |
| Professional Services | 540 | 555 | 570 | 570 | 585 |
| Services & Supplies | 53,919 | 55,751 | 62,000 | 61,986 | 63,830 |
| Insurance | 2,289 | 2,736 | 3,120 | 3,120 | 3,540 |
| Utilities | 7,547 | 7,685 | 8,100 | 8,135 | 8,135 |
| Cost of Goods Sold | 13,731 | 13,696 | 15,000 | 15,500 | 15,500 |
| Central Services | 10,500 | 10,800 | 12,700 | 12,700 | 13,680 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 88,526 | 91,223 | 101,490 | 102,011 | 105,270 |
| **Total Uses** | 228,531 | 253,544 | 262,490 | 270,423 | 263,277 |
| **Net Sources (Uses)** | $ 31,246 | $ 30,784 | $ 8,352 | $ 519 | $ 9,665 |

**Incline Village General Improvement District**
**Community Services Administration – Executive Summary**
**Operating Budget FYE June 30, 2021**

## Service Metrics/Season Period

The Community Services Administration is available 364 days a year and operates primarily out of the Recreation Counter at the Recreation Center. Administration Services related to the District's Recreation Privileges are typically offered between the hours of 8:00am – 5:30pm daily.

| Service Measure (Visits) | Actual 2018/19 | Budgeted 2019/20 | Budgeted 2020/21 |
|---|---|---|---|
| Recreation Counter visits | 144,888 | 148,000 | 145,000 |

## Staffing

| | | | |
|---|---|---|---|
| Total FTE's | 3.5 | 3.7 | 4.0 |

## Services Provided

- Management & Administration of Ordinance 7 and the Beach Deed
- Management & Administration of the District's Parcel Data
- Management & Administration of Recreation Pass & Recreation Punch Card Data & Issuance
- Works directly with Commercial Property Owners/Timeshares
- Works directly with Title Agencies on change of title for all parcels
- Works directly with Property Management Agencies related to short and long term rental policies and requirements.

**Incline Village General Improvement District**
**Community Administration**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

**Community Administration - Daily (364 days)**

| Service Provided | Frequency |
|---|---|
| Management & Administration of Ordinance 7 and the Beach Deed | Daily |
| Management & Administration of the District's Parcel Data | Daily |
| Management & Administration of Recreation Privileges | Daily |
| Recreation Pass & Recreation Punch Card Data & Issuance | Daily |
| Works directly with Commercial Property Owners/Timeshares | Daily |
| Works directly with title companies on change of title for all parcels | Daily |
| Works Directly with Property Management agencies | Daily |
| Sales of Daily and Exchange Beach Passes | May - October |
| Recreation Privileges Administrational Support for all Community Services Venues | Daily |

**Incline Village General Improvement District**
**Community Administration**
**Budget Items of Note**
**Operating Budget FYE June 30, 2021**

## Items of Note for Budgeting Fiscal Year 2020-21

### Revenue/Sources

- Sources down $20,000 in Investment Income, otherwise flat year on year.

### Expenses/Uses

- Personnel increased by 3% due to inflationary cost of living increases in wages. Wages include allocations of Community Services Management, and Recreation Counter Staff primarily to administer community services operations as they relate to governance of district policies and ordinances, recreation pass and punch card issuance, and management of the district's recreation roll.

- Services & Supplies increased $7000 (10%). Mainly due to Printing and Publishing district communication material as it relates to community services.

- Overall Community Services Administration is increasing $26,000. This is due to reduction in investment income and increased personnel costs.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
COMMUNITY SERVICES ADMINISTRATION
PROPOSED OPERATING SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | (758,480) | (730,819) | (750,000) | (748,600) | (738,000) |
| Facility Fee | 913,137 | 1,314,976 | 1,041,781 | 1,041,781 | 1,041,781 |
| Investment income | 46,083 | 159,002 | 55,000 | 50,000 | 30,000 |
| Miscellaneous Revenues | 1,398 | 7,406 | 8,000 | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| **Total Sources** | 202,138 | 750,565 | 354,781 | 343,181 | 333,781 |
| Uses: | | | | | |
| Salaries & Wages | 144,815 | 153,065 | 170,000 | 183,759 | 181,948 |
| Employee Benefits | 41,518 | 43,445 | 55,000 | 60,652 | 70,030 |
| Total Personnel | 186,333 | 196,510 | 225,000 | 244,411 | 251,978 |
| Professional Services | 6,858 | - | - | - | - |
| Services & Supplies | 42,467 | 41,213 | 49,000 | 71,256 | 79,068 |
| Insurance | - | - | - | - | - |
| Utilities | 7,812 | 8,562 | 8,600 | 8,604 | 8,604 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | 18,800 | 17,000 | 19,800 | 19,800 | 21,300 |
| Defensible Space | 95,228 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Services & Supplies | 171,165 | 166,775 | 177,400 | 199,660 | 208,972 |
| **Total Uses** | 357,498 | 363,285 | 402,400 | 444,071 | 460,950 |
| **Net Sources (Uses)** | $ (155,360) | $ 387,280 | $ (47,619) | $ (100,890) | $ (127,169) |

**Incline Village General Improvement District**
**Public Works**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

The Incline Village General Improvement District Public Works Department provides water and sewer services to Incline Village and Crystal Bay, Engineering services for all District Capital Projects, Fleet Maintenance for Public Works, Community Services and Administration and management of the Solid Waste Franchise.

All Public Works staff takes responsibility of providing clean and safe drinking water and collecting and treating sewage very seriously and is evidenced by our highly skilled staff, well maintained infrastructure, excellent customer service and our secure financial position. This includes all divisions in Public Works from Fleet to Engineering to Office Management to the staff repairing watermains and treating wastewater. The following sections highlight the individual Divisions in Public Works.

The Engineering Division manages the Capital Improvement Program (CIP) projects for the management, design, scheduling, bidding, contract administration, and construction oversight. Engineering also provides procurement assistance for goods and services and performs small construction projects conducted under operating. Engineering also manages the District's GIS system, mapping, archiving, land coverage, and aerial photography database.

The Fleet Division is responsible for procuring vehicles and equipment utilized for all operating Divisions; setting up, installing auxiliary equipment and making necessary modifications for the equipment's specific job requirements. Fleet maintains and repairs all vehicles and equipment throughout the equipment's service life and replaces/disposes of used and excess equipment at the end of its life cycle. Fleet operates the District's welding repairs, metal machining requirements and prototype metal fabrication projects. Fleet also conducts Federal required trainings and Department operational training including proper use of snow blowers and how to operate the passenger trams.

Waste Not is the Incline Village General Improvement District's Conservation program and provides community conservation services to protect our resources. The Waste Not program is located at Public Works. Our mission is to empower sustainable living by providing conservation programs for recycling, household hazardous waste, water conservation, watershed management, and education. Waste Not is proposing to outsource the Household Hazardous Waste (HHW) Services to an outside contractor that would perform 8 one day collection events, one Friday per month for 4-6 hours in length from April to October. A goal is to reach more second homeowners by having the collection on Fridays instead of Tuesday and Thursday. The electronic waste drop-off site at Public Works would be operated concurrently on the same day as the HHW monthly drop off day.

The Compliance Division reviews Washoe County Building Department plan submittals for new development and remodels of all properties that impact water and sewer. Compliance also performs field inspections of water and sewer installations, grease interceptor inspections for compliance with regulations, and cross connection control (backflow) testing and repairs. The Division reports to the Engineering Manager.

**Incline Village General Improvement District**
**Public Works**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

The District owns, operates and maintains the following water and sewer system infrastructure to meet or exceed Federal EPA and State of Nevada regulations. The District has a comprehensive preventative maintenance program as part of its asset management program for all of the pipes, pumps, motors, valves, generators, instruments and other equipment and appurtenances.

**Water System**
Ultraviolet & Ozone Water Treatment Plant able to treat up to 8.5 million gallons daily
100 Miles of Water Mains between 4" to 24"
756 IVGID Fire Hydrants and 105 Private Fire Hydrants
2,031 Gate Valves
13 Water Tanks with 7 Million Gallons of Storage
14 Water Pumping Stations with 26 Pressure Zones
Service connections to over 4,300 Water Meters

**Sewer System**
105 Miles of Gravity Lines and 14 Miles of Sewer Force Main between 6" to 24"
1,926 Sewer Manholes
19 Sewer Pump Stations
A wastewater treatment plant able to treat up to 2.1 million gallons daily
20 Miles of Effluent Pipeline to Carson Valley
A 900 acre wetland site located in the Carson Valley for effluent water

**Season/Service Period**
Water and Sewer distribution and treatment is staffed and operated 24 hours every day.
Administration and customer service hours are non-holiday weekdays 8 to 4:30.
Solid Waste Services are scheduled over a variety of plans on weekdays.

**Water and Sewer Service Measures**
The District reads approximately 4,450 meters and prepares utility bills monthly for the following customer statistics. Water and sewer production and employee count is also provided.

**Incline Village General Improvement District**
**Public Works**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

| Measure | 2018-19 Budget | 2019-20 Budget | 2020-21 Planned |
|---|---|---|---|
| Water Users | 8,106 | 8105 | 8097 |
| Sewer Users | 8,014 | 8016 | 8007 |
| Water Accounts Billed | 4,270 | 4269 | 4272 |
| Sewer Accounts Billed | 4,178 | 4180 | 4182 |
| Water Production (million gallons) | 900 | 900 | 900 |
| Sewer Production (million gallons) | 400 | 380 | 370 |
| Positions | 34.6 | 34.6 | 34.6 |
| FTE's | 31.2 | 32.2 | 33.2 |

**Water, Sewer and Solid Waste Items of Note for Fiscal Year 2020-21 Budget**

The 2020 Utility Rate study recommendation is to increase water rates by 4.2% and sewer rates by 6.4% for a total utility rate increase of 5.5% for the average residential customer. The utility rates are scheduled for an average 4.2% increase for the next five years to meet the projections presented in this memo.

In 2019-20, total water and sewer revenues for Public Works are budgeted to be $12.29 million and are proposed to be $13.03 million in 2020-21 under this rate study. The total revenue increases by 6.0% which is greater than the 5.5% rate increase. The average 5.5% rate increase is contributing total new revenues of $595,000, $315,000 in new operating revenue and $280,000 in new capital revenue. The utility fund has other revenue sources that are increasing including TWSA revenue, backflow revenue and work order and snow removal work order charges that totals $145,000. There is a total increase in revenues of $740,000 from all resources flow.

We are budgeting increases in wages and benefits at 4.7%, service and supplies at 9.1% and utility expenses at 0.3%. There is a $31,000 service and supply expense item that is offset by a corresponding grant revenue for Microplastic outreach and education in TWSA, a $25,000 line item for professional consultant has been added to the TWSA budget; (both offset by corresponding revenue), and $25,000 has been added for effluent export repairs. If the $81,000 items listed above are excluded, the service and supply increase is 4.6%. The overall operating expenses are increasing 3.7% which includes wages and benefits, service and supplies and utility charges (gas, electricity, water, sewer, trash etc.)

Waste Not is proposing to outsource the Household Hazardous Waste (HHW) Services to an outside contractor that would perform 8 one day collection events, one Friday per

month for 4-6 hours in length from April to October. The services would be advertised in accordance with NRS with the first event in July 2020. The electronic waste drop-off site at Public Works would be operated concurrently on the same day as the HHW monthly drop off day.

## Engineering Service Measures

The Engineering Division major capital projects in construction scheduled for Fiscal Year 2020-2021 include; aeration system improvements project at Water Resource Recovery Facility; electrical and pumping improvements at Sewer Pump Station #1; Tennis Center Renovation; Championship Golf Maintenance improvements; Martis Peak and Rifle Peak waterline replacement; water reservoir safety improvements; bocce courts adjacent to the Recreation Center; and remodeling the upstairs restrooms at the Recreation Center. The Engineering Division is also working on a number of capital projects that are presently in the planning and design phase. These include Mountain Golf Course Cart Path Reconstruction, the Ski Way Rehabilitation Project, Recreation Center Locker Room improvements, Burnt Cedar Swimming Pool improvements, and the second phase of the Effluent Export Pipeline Replacement Project.

The Engineering Division seeks to bill 80% of time for its full time staff to Capital Projects.

| Measure | 2018-19 Budget | 2019-20 Budget | 2020-21 Planned |
|---|---|---|---|
| Total Hours Worked | 8320 | 8320 | 8320 |
| Billed Productive Hours | 6656 | 6656 | 6656 |
| Percentage Billed Hours | 80% | 80% | 80% |
| Positions | 5 | 5 | 5 |
| FTE's | 4.95 | 4.95 | 4.90 |

The Engineering Division is currently organized with an Engineering Manager who supervises two Senior Engineers (one position currently vacant), an Engineering Technician, the Public Works Contracts Administrator (0.9 FTE) and a budgeted, but only occasionally filled, Engineering Intern.

## Fleet Season/Service Period

Fleet is staffed with trained professional mechanics on non-holiday weekdays year round. Fleet staff is also available 24 hours/7 days per week on a call in basis and can provide weekend and holiday staffing to accommodate special requests and periods of peak customer demand.

**Incline Village General Improvement District**
**Public Works**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

| **Fleet Service Measures** | Actual 2018/19 | Budget 2019/20 | Planned 2020/21 |
|---|---|---|---|
| Preventative Maintenance | 3,608 | 3,500 | 3,600 |
| Corrective Maintenance | 2,163 | 2,400 | 2,400 |
| Projects & Fabrication | 138 | 200 | 150 |
| Other | 861 | 1,100 | 1,000 |
| Total Repair Activities | 6770 | 7,200 | 7,150 |
| | | | |
| In-shop repairs | 6335 | 6,400 | 6,400 |
| Field repairs | 1031 | 400 | 600 |
| Outside vendor repairs | 26 | 50 | 50 |
| Operatór training hours | 70 | 40 | 40 |
| Mechanic training hours | 225 | 100 | 200 |
| Vehicle accidents | 190 | 70 | 100 |
| Pieces of equipment | 618 | 616 | 618 |
| | | | |
| **Fleet Staffing** | | | |
| Positions | 7 | 7 | 7 |
| FTE's | 7 | 7 | 7 |

The Fleet Division is currently organized with a Superintendent, five Mechanic II's, and one Assistant Mechanic.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
UTILITY FUND - SOLID WASTE
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 150,356 | 121,861 | 199,000 | 199,200 | 178,800 |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | - | - | - | - |
| Intergovernmental | - | - | - | - | 31,000 |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Capital Grants | - | - | - | - | - |
| Use of Fund Balance | - | - | - | - | - |
| **Total Sources** | 150,356 | 121,861 | 199,000 | 199,200 | 209,800 |
| Uses: | | | | | |
| Salaries & Wages | 37,831 | 44,528 | 49,000 | 49,435 | 54,011 |
| Employee Benefits | 17,412 | 20,463 | 28,000 | 29,626 | 29,037 |
| Total Personnel | 55,243 | 64,991 | 77,000 | 79,061 | 83,048 |
| Professional Services | 26,000 | - | 50,000 | 50,000 | 25,000 |
| Services & Supplies | 62,922 | 50,260 | 64,000 | 64,400 | 95,400 |
| Insurance | - | - | - | - | - |
| Utilities | 192 | 192 | 500 | 540 | 540 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | 6,000 | 6,600 | 6,000 | 6,000 | 6,000 |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 95,114 | 57,052 | 120,500 | 120,940 | 126,940 |
| Utility Fund Cap. Exp. | - | - | - | - | - |
| Utility Debt Service | - | - | - | - | - |
| **Total Uses** | 150,357 | 122,043 | 197,500 | 200,001 | 209,988 |
| **Net Sources (Uses)** | $ (1) | $ (182) | $ 1,500 | $ (801) | $ (188) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
UTILITY FUND
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 11,748,009 | 12,673,889 | 12,500,000 | 12,506,569 | 13,072,588 |
| Facility Fee | - | - | - | - | - |
| Investment income | 77,280 | 282,484 | 165,000 | 193,500 | 148,500 |
| Miscellaneous Revenues | 50,020 | 16,506 | 5,000 | - | - |
| Intergovernmental | - | - | - | - | 31,000 |
| Interfund | 177,548 | 111,853 | 180,000 | 141,400 | 241,400 |
| Central Services | - | - | - | - | - |
| Capital Grants | 199,934 | - | | - | - |
| Use of Fund Balance | - | - | - | 1,498,400 | 450,000 |
| **Total Sources** | 12,252,791 | 13,084,732 | 12,850,000 | 14,339,869 | 13,943,488 |
| Uses: | | | | | |
| Salaries & Wages | 2,505,990 | 2,753,074 | 2,760,000 | 2,799,411 | 2,869,080 |
| Employee Benefits | 1,116,230 | 1,198,289 | 1,320,000 | 1,407,335 | 1,424,516 |
| Total Personnel | 3,622,220 | 3,951,363 | 4,080,000 | 4,206,746 | 4,293,596 |
| Professional Services | 102,886 | 78,295 | 140,000 | 148,600 | 132,050 |
| Services & Supplies | 1,974,477 | 1,796,401 | 1,980,000 | 1,909,272 | 2,071,445 |
| Insurance | 184,537 | 172,276 | 197,000 | 197,400 | 203,880 |
| Utilities | 842,777 | 862,768 | 925,000 | 929,499 | 932,594 |
| Cost of Goods Sold | 20,613 | 4,624 | 4,000 | - | - |
| Central Services | 297,000 | 308,600 | 353,700 | 353,700 | 380,580 |
| Defensible Space | 95,229 | 100,000 | 100,000 | 100,000 | 100,000 |
| Total Services & Supplies | 3,517,519 | 3,322,964 | 3,699,700 | 3,638,471 | 3,820,549 |
| Utility Fund Cap. Exp. | 7,037,423 | 2,816,092 | 3,900,000 | 5,861,400 | 5,186,500 |
| Utility Debt Service | 643,133 | 643,134 | 643,135 | 643,134 | 643,134 |
| **Total Uses** | 14,820,295 | 10,733,553 | 12,322,835 | 14,349,751 | 13,943,779 |
| **Net Sources (Uses)** | $ (2,567,504) | $ 2,351,179 | $ 527,165 | $ (9,882) | $ (291) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
UTILITY FUND - WATER
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 4,938,803 | 5,373,246 | 5,174,000 | 5,187,305 | 5,385,270 |
| Facility Fee | - | - | - | - | - |
| Investment income | 38,640 | 16,390 | 4,000 | 3,000 | 3,000 |
| Miscellaneous Revenues | 27,301 | 12,261 | 5,000 | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | 1,430 | - | 18,000 | (14,400) | 38,000 |
| Central Services | - | - | - | - | - |
| Capital Grants | 187,053 | - | - | - | - |
| Use of Fund Balance | - | - | - | 1,178,400 | 350,000 |
| **Total Sources** | 5,193,227 | 5,401,897 | 5,201,000 | 6,354,305 | 5,776,270 |
| Uses: | | | | | |
| Salaries & Wages | 1,000,049 | 1,165,030 | 1,197,000 | 1,197,581 | 1,278,667 |
| Employee Benefits | 458,279 | 521,136 | 599,000 | 625,458 | 637,575 |
| Total Personnel | 1,458,328 | 1,686,166 | 1,796,000 | 1,823,039 | 1,916,242 |
| Professional Services | 14,905 | 36,070 | 20,000 | 46,200 | 50,350 |
| Services & Supplies | 841,985 | 762,638 | 896,000 | 876,016 | 901,591 |
| Insurance | 85,075 | 80,486 | 97,000 | 91,800 | 112,020 |
| Utilities | 434,847 | 424,867 | 470,000 | 472,876 | 461,346 |
| Cost of Goods Sold | 20,613 | 4,624 | 4,000 | - | - |
| Central Services | 145,500 | 151,000 | 173,850 | 173,850 | 187,290 |
| Defensible Space | 47,615 | 50,000 | 50,000 | 50,000 | 50,000 |
| Total Services & Supplies | 1,590,540 | 1,509,685 | 1,710,850 | 1,710,742 | 1,762,597 |
| Utility Fund Cap. Exp. | 1,761,088 | 826,635 | 1,700,000 | 1,792,400 | 1,792,000 |
| Utility Debt Service | 307,020 | 307,020 | 307,020 | 307,020 | 307,020 |
| **Total Uses** | 5,116,976 | 4,329,506 | 5,513,870 | 5,633,201 | 5,777,859 |
| **Net Sources (Uses)** | $ 76,251 | $ 1,072,391 | $ (312,870) | $ 721,104 | $ (1,589) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
UTILITY FUND - SEWER
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 6,354,710 | 6,891,415 | 6,812,000 | 6,817,064 | 7,196,518 |
| Facility Fee | - | - | - | - | - |
| Investment income | 38,640 | 266,094 | 161,000 | 190,500 | 145,500 |
| Miscellaneous Revenues | 22,719 | 2,805 | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | 176,118 | 111,853 | 162,000 | 155,800 | 203,400 |
| Central Services | - | - | - | - | - |
| Capital Grants | 12,881 | - | - | - | - |
| Use of Fund Balance | - | - | - | 320,000 | 100,000 |
| **Total Sources** | 6,605,068 | 7,272,167 | 7,135,000 | 7,483,364 | 7,645,418 |
| Uses: | | | | | |
| Salaries & Wages | 1,308,961 | 1,366,661 | 1,354,000 | 1,380,918 | 1,424,712 |
| Employee Benefits | 575,721 | 586,689 | 623,000 | 661,950 | 703,938 |
| Total Personnel | 1,884,682 | 1,953,350 | 1,977,000 | 2,042,868 | 2,128,650 |
| Professional Services | 61,981 | 42,225 | 70,000 | 52,400 | 56,700 |
| Services & Supplies | 940,497 | 900,233 | 891,000 | 839,231 | 920,849 |
| Insurance | 99,462 | 91,790 | 100,000 | 105,600 | 91,860 |
| Utilities | 406,100 | 436,046 | 452,700 | 454,373 | 468,998 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | 145,500 | 151,000 | 173,850 | 173,850 | 187,290 |
| Defensible Space | 47,614 | 50,000 | 50,000 | 50,000 | 50,000 |
| Total Services & Supplies | 1,701,154 | 1,671,294 | 1,737,550 | 1,675,454 | 1,775,697 |
| Utility Fund Cap. Exp. | 5,276,335 | 1,989,457 | 2,200,000 | 4,069,000 | 3,394,500 |
| Utility Debt Service | 336,113 | 336,114 | 336,115 | 336,114 | 336,114 |
| **Total Uses** | 9,198,284 | 5,950,215 | 6,250,665 | 8,123,436 | 7,634,961 |
| **Net Sources (Uses)** | $ (2,593,216) | $ 1,321,952 | $ 884,335 | $ (640,072) | $ 10,457 |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
UTILITY FUND - SOLID WASTE
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | 304,140 | 287,367 | 315,000 | 303,000 | 312,000 |
| Facility Fee | - | - | - | - | - |
| Investment income | - | - | - | - | - |
| Miscellaneous Revenues | - | 1,440 | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Capital Grants | - | - | - | - | - |
| Use of Fund Balance | - | - | - | - | - |
| **Total Sources** | 304,140 | 288,807 | 315,000 | 303,000 | 312,000 |
| Uses: | | | | | |
| Salaries & Wages | 159,149 | 176,855 | 160,000 | 171,477 | 111,689 |
| Employee Benefits | 64,818 | 70,001 | 70,000 | 90,301 | 53,966 |
| Total Personnel | 223,967 | 246,856 | 230,000 | 261,778 | 165,655 |
| Professional Services | - | - | - | - | - |
| Services & Supplies | 129,073 | 83,270 | 129,000 | 129,625 | 153,605 |
| Insurance | - | - | - | - | - |
| Utilities | 1,638 | 1,663 | 1,800 | 1,710 | 1,710 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 130,711 | 84,933 | 130,800 | 131,335 | 155,315 |
| Utility Fund Cap. Exp. | - | - | - | - | - |
| Utility Debt Service | - | - | - | - | - |
| **Total Uses** | 354,678 | 331,789 | 360,800 | 393,113 | 320,970 |
| **Net Sources (Uses)** | $ (50,538) | $ (42,982) | $ (45,800) | $ (90,113) | $ (8,970) |

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
INTERNAL SERVICES
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ - | $ - | $ - | $ - | $ - |
| Consolidated Taxes | - | - | - | - | - |
| Charges for Services | - | - | - | - | - |
| Facility Fee | - | - | - | - | - |
| Investment income | 13,571 | 360 | - | - | - |
| Miscellaneous Revenues | 3,183 | - | - | - | - |
| Intergovernmental | - | - | - | - | - |
| Interfund | 3,190,849 | 3,304,860 | 3,070,000 | 3,155,307 | 3,321,636 |
| Central Services | - | - | - | - | - |
| **Total Sources** | 3,207,603 | 3,305,220 | 3,070,000 | 3,155,307 | 3,321,636 |
| Uses: | | | | | |
| Salaries & Wages | 1,309,713 | 1,282,091 | 1,470,000 | 1,544,270 | 1,552,215 |
| Employee Benefits | 616,674 | 617,824 | 710,000 | 799,470 | 844,240 |
| Total Personnel | 1,926,387 | 1,899,915 | 2,180,000 | 2,343,740 | 2,396,455 |
| Professional Services | 13,439 | - | 5,000 | 9,000 | 9,000 |
| Services & Supplies | 747,197 | 871,783 | 860,000 | 771,317 | 896,822 |
| Insurance | 348,886 | 511,409 | 12,000 | 6,540 | 15,300 |
| Utilities | 10,172 | 10,838 | 11,500 | 11,520 | 11,520 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 1,119,694 | 1,394,030 | 888,500 | 798,377 | 932,642 |
| Internal Serv. Cap. Exp. | 26,719 | - | - | - | 5,000 |
| **Total Uses** | 3,072,800 | 3,293,945 | 3,068,500 | 3,142,117 | 3,334,097 |
| **Net Sources (Uses)** | $ 134,803 | $ 11,275 | $ 1,500 | $ 13,190 | $ (12,461) |

**Incline Village General Improvement District**
**Internal Services - Fleet**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

## Fleet Season/Service Period

Fleet is staffed with trained professional mechanics on non-holiday weekdays year round. Fleet staff is also available 24 hours/7 days per week on a call in basis and can provide weekend and holiday staffing to accommodate special requests and periods of peak customer demand.

| Fleet Service Measures | Actual 2018/19 | Budget 2019/20 | Planned 2020/21 |
|---|---|---|---|
| Preventative Maintenance | 3,608 | 3,500 | 3,600 |
| Corrective Maintenance | 2,163 | 2,400 | 2,400 |
| Projects & Fabrication | 138 | 200 | 150 |
| Other | 861 | 1,100 | 1,000 |
| Total Repair Activities | 6770 | 7,200 | 7,150 |
| | | | |
| In-shop repairs | 6335 | 6,400 | 6,400 |
| Field repairs | 1031 | 400 | 600 |
| Outside vendor repairs | 26 | 50 | 50 |
| Operator training hours | 70 | 40 | 40 |
| Mechanic training hours | 225 | 100 | 200 |
| Vehicle accidents | 190 | 70 | 100 |
| Pieces of equipment | 618 | 616 | 618 |
| | | | |
| **Fleet Staffing** | | | |
| Positions | 7 | 7 | 7 |
| FTE's | 7 | 7 | 7 |

The Fleet Division is currently organized with a Superintendent, five Mechanic IIs, and one Assistant Mechanic. Three of the Mechanic IIs are assigned shop foreman duties at the year-round repair facilities (Public Works, Diamond Peak, and Championship Golf).

**Incline Village General Improvement District**
**Internal Services – Buildings Maintenance**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

**Buildings Maintenance** is meant to be a break-even operation that charges District Departments for services, labor, parts, operating supplies, fuel, and any contracted services for the maintenance and repair of District facilities.

The Buildings Maintenance Division's customers include all IVGID Departments and Divisions and its staff is committed to maintaining a high service level for both internal and external customers.

## Service Metrics

## Season/Service Period

Buildings Maintenance is staffed with skilled tradesmen on non-holiday weekdays and weekends year round. Buildings Maintenance staff is also available 24 hours/7 days per week on a call in basis and can provide holiday staffing to accommodate special requests and meet project demands.

## Service Measures

Buildings Maintenance seeks to bill 75% of time for its full time staff. 90% plus for Janitorial staff.

| | Actual 7-1-19 to 1-31-20 2019/20 | Budget 2019/20 | Planned 2020/21 |
|---|---|---|---|
| Total Hours Worked | 4,818.5 | 12,480 | 13,520 |
| Billed Productive Hours | 4,160.5 | 9,360 | 10,712 |
| Percentage Hours Billed | 86% | 75% | 79% |
| Total Work Orders Completed | 873 | 1,300 | 1,300 |
| Work Orders by Contractor | 142 | 260 | 310 |
| Work Orders by Contractor (%) | 16% | 20% | 24% |
| Preventative Work Orders Scheduled | 114 | 160 | 160 |
| Preventative Work Orders Completed | 113 | 140 | 160 |
| Preventative Work Orders Completed (%) | 99% | 87% | 100% |
| **Staffing** | | | |
| Positions | 9 | 7 | 9 |
| FTE's | 7.5 | 6.5 | 6.75 |

*New positions added Building Maintenance 1 position used primarily for Public works. Fulltime Janitor and two seasonal fulltime Janitors added. Metrics are comprised of seven months so far this fiscal year compared to the current budget and the planned budget based on full twelve months. Projected we should do more work orders than budgeted both in house and contracted. The biggest difference from budgeted is preventive work

orders are now completed and more of a focus, due to change in management and ideology. Total staff hours are down due to four employees making up the majority of the hours measured. Buildings one position was hired late 2019 and Janitor was hired mid-January. There hours will greatly increase total hours worked due to a jump in total staff. This addition should make year-end total hours worked much closer to originally budgeted numbers.

The Buildings Maintenance Division staffed with a Superintendent, an Assistant Superintendent, and three Buildings Maintenance Technicians. The team consists of two general maintenance technicians, one electrician and one mechanical system/plumber and one General Contractor/carpenter. The Division also has a part time, on-call (0.5 FTE) sign shop employee. Division also oversees one Fulltime year around Janitor and two seasonal fulltime Janitors.

Buildings Maintenance receives management under the Community Services Department, and bidding, and project support from the Engineering Division.

## Services Provided

Buildings Maintenance is responsible for general, preventative, and corrective services that maintain the District's facilities as designed, this includes:

- Ensuring the facilities meet health and safety concerns
- Coordinating inspection and maintenance of all District Elevators
- Coordinating all District Facility Fire Inspections with the North Lake Tahoe Fire Protection District. Managing and maintaining all fire protection systems.
- Bidding and contract management in support of capital maintenance activities.
- Assists in planning and executing repair and improvement projects. Projects are prioritized based on the following criteria:

    1. Health and safety
    2. Preventive maintenance
    3. Capital Improvement projects
    4. Special departmental projects

Buildings Maintenance prepares a work plan for the year in conjunction with the Operating Budget and provides monthly cost reports for monitoring expenses. Buildings Maintenance staff meets regularly with Department managers to review priorities and challenges.

Buildings Maintenance performs ongoing Facility Assessment Inspection to determine the condition and functionality of the District infrastructure.

Buildings Maintenance also oversees the District's janitorial staff consisting of one full

time year around janitor and two seasonal fulltime janitors, as well as all keys, locks, and alarms for District facilities.

The part-time, on-call Sign Shop manages, maintains, and constructs many signs and banners for the varied District needs.

## Items of Note for Budgeting Fiscal 2020-2021

**Staffing –** The Buildings Staff reports to the Director of Community Services in the 2020-2021 Fiscal year.

**Contracting –** Many work orders require technical or licensed expertise beyond the District staff. As system have become more dependent on technology, we are planning a slight increase in the use of contractors for some preventative measures.

**Incline Village General Improvement District**
**General Fund**
**Executive Summary**
**Operating Budget FYE June 30, 2021**

## Service Metrics

### Season/Service Period

The Administrative front desk at 893 Southwood is staffed weekdays (except holidays) year round to serve Crystal Bay and Incline Village community members seeking information about the administration of the District. Several departments are on call 24/7.

| Service Measures | Actual 2018/19 | Budget 2019/20 | Planned 2020/21 |
|---|---|---|---|
| Ad Valorem Tax Rate (Tax per $100 net, assessed value, before abatement) | 12.24 | 12.74 | 13.11 |
| Overhead Ratio (General Fund to District-wide Operating Expenses) | 10% | 10% | 10% |
| **Staffing (not including Trustees)** | | | |
| Positions | 24 | 24 | 24 |
| FTE's | 23.3 | 23.38 | 23.38 |

### Services Provided

**Management and Administration:**

- District Governance
- Senior Team
- Operating & Capital Projects Administration
- Personnel Policies Manual
- Human Resources
- Customer Service Training
- Employee Orientation
- Union Relations
- Health and Wellness
- Finance and Accounting
- Risk Management & Insurance Coverage
- Safety Committee
- Information Services and Systems

**Trustees:**

- Governance & Public Meetings
- Notices and Recordkeeping
- Ordinances, Resolutions, Policies and Practices

**Legal Compliance:**

- Nevada Revised Statutes
- Nevada Administrative Code
- Federal and Nevada Labor Laws and Standards
- Municipal Securities Rulemaking Board

**Incline Village General Improvement District**
**General Fund**
**Service Level Outline**
**Operating Budget FYE June 30, 2021**

| Services Provided | Frequency |
|---|---|
| **Management and Administration:** | |
| District Governance and Communication | Daily |
| Senior Team | Weekly |
| Operating & Capital Projects Administration | Daily |
| Human Resources | Monday through Saturday |
| Personnel Policies Manual | Ongoing maintenance |
| Customer Service Training | Weekly |
| Employee Orientation | Weekly |
| Union Relations | Ongoing maintenance |
| Health and Wellness | Ongoing programming |
| Safety Committee | Monthly meetings |
| Information Systems | 24/7/365 |
| Information Technology Support Services | Constant on-call or presence |
| Finance and Accounting | Monday through Friday |
| Risk Management & Insurance Coverage | Ongoing availability |
| Washoe County Marriage License Issuance | Week days |
| **Trustees:** | |
| Governance & Public Meetings | Bi-Monthly Meetings<br>Community Forums |
| Notices and Recordkeeping | As necessary for meetings |
| Ordinances, Resolutions, Policies, Practices & Code | Ongoing maintenance |

**Items of Note for Budgeting Fiscal 2020-2021**

**Ad Valorem Tax** – regardless of the rate, the amount budgeted will ultimately be decided by Washoe County's determination of the tax abatement. That is announced March 25, 2020.

**Staffing** – there are no changes to staff levels or department assignments. The General Manager expectations have been considered. The IT Department is planning a part time position to cover on call hours that were previously paid to existing staff for the extra duty. The duties within Communications will be expanded to cover District events and provide some consistency in their design and approach.

**Professional Fees** – this are includes contractual services $24,000 for legislative advocacy and $24,000 for external communications.

**Increased Investment Income** – with decreases in rates by the Federal Reserve, the District is able to earn less on its investments. The decrease in the General Fund has an effect to net costs in the Central Services Cost Allocation.

INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT
GENERAL FUND
PROPOSED SOURCES AND USES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021

| | Actual FYE - 18 | Actual FYE - 19 | Estimated Actual FYE- 20 | Approved Budget FYE - 20 | Proposed Budget FYE - 21 |
|---|---|---|---|---|---|
| Sources: | | | | | |
| Ad Valorem Property Tax | $ 1,533,905 | $ 1,604,615 | $ 1,690,000 | $ 1,697,807 | $ 1,787,000 |
| Consolidated Taxes | 1,649,920 | 1,708,093 | 1,750,000 | 1,751,692 | 1,752,383 |
| Charges for Services | - | - | - | - | - |
| Facility Fee | - | - | - | - | - |
| Investment income | 89,960 | 327,815 | 275,000 | 201,000 | 131,400 |
| Miscellaneous Revenues | 2,047 | 2,002 | 2,000 | 2,400 | 2,400 |
| Intergovernmental | - | - | - | - | - |
| Interfund | - | - | - | - | - |
| Central Services | 1,094,000 | 1,169,400 | 1,367,400 | 1,367,400 | 1,471,440 |
| Use of Fund Balance | - | - | - | 201,000 | - |
| **Total Sources** | 4,369,832 | 4,811,925 | 5,084,400 | 5,221,299 | 5,144,623 |
| Uses: | | | | | |
| Salaries & Wages | 1,848,640 | 2,013,473 | 2,125,000 | 2,125,940 | 2,168,182 |
| Employee Benefits | 803,839 | 887,376 | 1,050,000 | 1,068,804 | 1,149,454 |
| Total Personnel | 2,652,479 | 2,900,849 | 3,175,000 | 3,194,744 | 3,317,636 |
| Professional Services. | 218,282 | 322,466 | 340,000 | 293,750 | 347,975 |
| Services & Supplies | 562,451 | 545,204 | 600,000 | 768,185 | 780,940 |
| Insurance | 50,440 | 62,791 | 53,000 | 52,680 | 53,100 |
| Utilities | 102,550 | 101,839 | 106,000 | 106,565 | 106,685 |
| Cost of Goods Sold | - | - | - | - | - |
| Central Services | - | - | - | - | - |
| Defensible Space | - | - | - | - | - |
| Total Services & Supplies | 933,723 | 1,032,300 | 1,099,000 | 1,221,180 | 1,288,700 |
| General Fund Cap. Exp. | 113,813 | 121,257 | 340,000 | 686,445 | 370,150 |
| **Total Uses** | 3,700,015 | 4,054,406 | 4,614,000 | 5,102,369 | 4,976,486 |
| **Net Sources (Uses)** | $ 669,817 | $ 757,519 | $ 470,400 | $ 118,930 | $ 168,137 |

# MINUTES

## REGULAR MEETING OF JANUARY 29, 2020
## Incline Village General Improvement District

The regular meeting of the Board of Trustees of the Incline Village General Improvement District was called to order by Chairman Tim Callicrate on Wednesday, January 29, 2020 at 6:00 p.m. at the Chateau located at 955 Fairway Boulevard, Incline Village, Nevada.

### A. PLEDGE OF ALLEGIANCE*

The pledge of allegiance was recited.

### B. ROLL CALL OF THE IVGID BOARD OF TRUSTEES*

On roll call, present were Trustees Peter Morris, Tim Callicrate, Sara Schmitz, Matthew Dent and Kendra Wong.

Also present were District Staff Members Director of Public Works Joe Pomroy, Director of Human Resources Dee Carey, Diamond Peak Ski Resort General Manager Mike Bandelin, Director of Golf/Community Services Darren Howard, and Engineering Manager Nathan Chorey.

Members of the public present were Pete Todoroff, Michael Brothers, Margaret Martini, Marcus Faust, Bruce Simonian, Aaron Katz, Judith Miller, Wayne Ford, Linda Newman, Brad Johnson, Mark Alexander, Charley Miller, Mike Abel, Jack Dalton, Denise Davis, and others.

(33 individuals in attendance at the start of the meeting which includes Trustees, Staff, and members of the public.)

### C. PUBLIC COMMENTS

Mike Abel read from a submitted written statement which is attached hereto.

Pete Todoroff said he wanted to make a couple of announcements; Citizen Advisory Board meeting is scheduled for Monday, February 3, on February 6, NVEnergy is holding a community meeting at the Donald W. Reynolds building (Parasol) and this Friday is his community forum meeting. If anyone wants to be sent an e-mail reminder, please let him know.

Aaron Katz said that he wanted to speak on the Tahoe Transportation District (TTD) presentation; he is urging the Board to end the partnership with TTD and he is going to review the facts on why. Back in May of 2012, the District started to collect two million dollars and HDR was the consultant that estimated a cost of twenty-three million dollars to replace all lines. February 2013, Phase II, that will begin in spring 2015 – in 2013, Staff begins speaking with TTD about co-location and told the public that the two million dollars was held in a separate account. October 2014 – the District enters into an agreement with TTD to pay three hundred thousand dollars, then in 2019/2020, Staff spent $2.5 million dollars from reserves on pipeline repairs and the pond lining and then in January 2020 Staff tells us that the project has ballooned to $38.4 million dollars and that doesn't include what was paid nor more expenses for hydrants, etc. Five hundred and sixty-seven linear feet were replaced in State Route 28 and the savings in colocation is really nothing because we spent that money in doing repairs. Staff claims there is the possibility of a ten-million-dollar savings for the co-location but TTD has no funding source for the pathway so they will be asking IVGID for more money for the design process and meanwhile there are more pipeline breaks that are taking place. Mr. Katz concluded by saying that he has a written statement to submit.

Judith Miller said that she agrees with the statement that time is of the essence with the effluent pipeline because in the last six months there has been three breaks in Segment 3 and testing has shown us the most critical parts thus she doesn't know how we can wait for TTD to land. She did ask the Interim District General Manager if he has any information on cost sharing if we do decide to be a part of it with the bike path and she didn't get an answer. She knows that the Interim District General Manager has been really good with his communication and that she didn't get an answer because there is no information yet Staff has been dangling out the cost savings for years. It is impossible to say how much the cost savings will be. Ms. Miller then referred to agenda packet page 73 and asked about the why of the seventy percent cost reduction. Seventy percent was for the pipe installation and the others items on this page wouldn't be part of our costs. It is fair to pay part of the costs such as traffic control, paving, etc. because we have to pave something in the road. Let's face it, a thirty percent savings is exaggerated. The fire hydrants that Staff has volunteered to pay for – without knowing our share, we have no idea whether or not there will be any savings. Ms. Miller concluded by stating that she does have confidence that this Board is looking at things and we will be able to pay for it.

Margaret Martini read from a submitted written statement which is attached hereto.

Linda Newman read from a submitted written statement which is attached hereto.

## D. APPROVAL OF AGENDA *(for possible action)*

Chairman Callicrate asked for any changes to the agenda; none were made so the agenda was accepted as submitted.

Chairman Callicrate called for a break at 6:19 p.m. and the Board reconvened at 6:23 p.m.

## E. REPORTS TO THE BOARD OF TRUSTEES*

### E.1. Verbal Presentation by Laura Whitney, United States Army Corps of Engineers (USACE) Representative via telephone

Laura Whitney, USACE, gave a verbal report about the 595 program and the partnering that the Corps of Engineers has with IVGID and these are the highlights from that verbal report:

- ✓ Recently reallocated some monies from within Washoe County to provide funds towards the effluent pond and they have received some money ahead of time and before we have the Project Partnering Agreement for the effluent pipeline project.
- ✓ Over the next several weeks, she will be working with IVGID even closer on basically submitting a draft agreement that they can work on with IVGID to get signed.
- ✓ Working with IVGID on two partnering agreement – one for the pond and one for the effluent pipeline.

Chairman Callicrate thanked Ms. Whitney for her report and said that it sounds positive and even more favorable than that as we are looking at some very costly projects.

Trustee Wong thanked Ms. Whitney for all of the work she has done and acknowledged that she knows that Ms. Whitney has been working on this for several years. What is the potential timeline for funding and starting these projects? Ms. Whitney said that the process has been in place for quite some time and that Jim Baker was the former manager for the 595 program and that he has retired and she acquired that program about five years ago. She knew that IVGID was going to need another round of money for the effluent pipeline. She represents what is going on with our partners and they have

announced what is needed in the future and here we are. We have received a little bit of money and now we try and figure out what is the capability. Phase I was around twenty-three million dollars. The anticipated cost of Phase II is twenty-five million dollars and that is what we are looking for in this agreement. We may not get all of that money in one fiscal year because the Federal government works in a three-year budget cycle. Everything is trying to get Federal money so we probably can't get all that money and we need to figure out the details. The 595 program is interesting and a great program that basically provides money in arrears; the District spends the money, submits its reimbursement, and then they pay. We are always trying to keep our eye on the ball of what is needed in what fiscal year. District Staff understands this program and works closely with her. They like working with great partners like IVGID and how much money – she has no idea but she has been a squeaky wheel for what has been going on up here.

Trustee Schmitz said that because the funds are paid in arrears, if the District decides to allocate funding and initiate this project, does it introduce any risk or decrease our ability to obtain these funds. Ms. Whitney said the money is paid in arrears and for design/build projects the money for the first year and even the second years depends because we might already have that in the coffers and then as the work is being done, reimbursements are submitted for various items and she looks at what has been spent and then they pay according to the agreement within a 25/75 split. Some of the seed money is already here but the money that is out in years is in the works. This program is not in the President's budget like other programs are as these are add ons or earmarks. On a national level, it is an environmental infrastructure program that is split among the entire nation. This goes back to our region and we have had really good luck with getting money because IVGID has been a great partner which is good. We like good projects because they get done as we don't like to see money just sitting there rather we like to see projects get executed, completed, and the money spent.

Trustee Schmitz asked if we begin our project, what amount of funds is potentially made available to us. Ms. Whitney said again, she can't give an amount with any certainty because it is all in the planning. Once the project gets going, completion is usually in place and it is highly unlikely there would be a disruption. The project is in place, it is moving along, risk is fairly low, and the District has a great reputation. For the pond, the money is already here and it has been moved and reallocated to this effort. There have been changes in the overall program which changed the program slightly so we have had to wait for some new guidelines from headquarters but we have

been meeting with IVGID and working with them and we will continue to do so and the good news is that we have a little bit of seed money.

Trustee Schmitz said so to repeat it, in her own words, there already are funds available that you are not able to disclose but there are funds available which is seed money and that you are saying that if we begin our project, we would have an opportunity to receive reimbursement. Ms. Whitney answered that the District needs quite a bit of money for the pipeline thus we need to make sure you are well represented because we can't get all the money all at once. You can't spend all that money in one fiscal year and that it is an ongoing process and we have to wait for the President to do his job and sign the budget. The money for the pond is here, in house, and that is just a matter of executing that agreement.

Interim District General Manager Winquest said if we decide to proceed with the pond lining, prior to executing the Project Partnering Agreement, is there any risk to the District in not receiving any money. Ms. Whitney said that she needs to have the agreements in place and that she can't tell the District what to do or not to do. We are going to be entering into an agreement that will obligate the government and the District needs to come to the table as the certification has already been signed. As to the future, she doesn't know. There are huge levee projects and all of those monies didn't come in within one year but she has been the squeaky wheel who got into the cue to move those projects forward. Just like on Phase I, the District entered into an agreement with the Corps and the project was completed. She would imagine that the second phase would be in alignment with Phase I.

Trustee Morris thanked Ms. Whitney for all her work and asked if the District does execute an agreement and you commit those funds for that project then those funds are committed to us for that particular project that we have signed for. Ms. Whitney answered that she can't commit the Federal government to do anything but she can get an executed agreement which basically represents what the needs are and then it is just dependent on what happens and the agreement specifies that. You do the best you can in budgeting and hoping you get what you asked for. The District has a really good track record as you have completed Phase I and completed various landscaping/restoration projects.

Trustee Morris said thank you and just because we execute an agreement it doesn't mean we get the funding. If it is approved in a fiscal year, that remains approved in that fiscal year. Ms. Whitney said that is right. We got

the ball rolling, we have the money that is pretty much set aside for the pipeline and that is really good news. She is always answering questions on what the needs are and between the District's representation with Mr. Faust and the members of the Board that go to Washington D.C. and what is going on with the partnership with her agency, we are all saying the same thing. All those messages are good and Congress hears the same thing.

Trustee Morris said that he recalls from last year and it came before this Board, there was a request to submit a project application for 595 funds and that it was pointless to go after those funds as there aren't any. We did a good job on the work we did do. Now, there is funding within 595 and thus the pond lining money is probably there. You can't tell us what to do but that it sounds very encouraging and that we should continue to pursue 595 funding. Ms. Whitney said yes, she agrees with that statement.

Trustee Schmitz said to clarify what you said is that within the next two weeks, you will be working on these agreements and is that the correct timetable. Ms. Whitney said yes and that she has been engaged on the project description, scope of work, pre-design costs, etc. and we are moving that forward; that will take time as we want to get it right.

Trustee Callicrate said thank you for your continued work with the District as we have had great projects within the District. It does mean quite a bit to all of us and we really, really appreciate it as a community; we look forward to the next update and good progress. Ms. Whitney said you are very welcome and thank you for allowing her to give a status update and that next time she hopes to here in person.

**E.2. Verbal Presentation by Marcus Faust, IVGID's Legislative Advocate to the U.S. Federal Government**

Marcus Faust thanked Ms. Whitney for participating and noted that she is in the eastern United States. We very much appreciate her help and we are very fortunate to have Ms. Whitney as our partner with the Corps as she has been with us for many, many years. Mr. Faust then gave his summary – the following are the highlights:

- There are two programs – the old programs lived on Congressional earmarks and that is how we did Phase I.

- When Congress banned earmarks, they gave the money to the United States Army Corps of Engineers and asked them to develop a work plan and then report on where the money will be spent.
- There are advocates all across the country and Ms. Whitney has been advocating for the District every year.
- There are two draft agreements that will be presented to the District - $2.7 million for the pond rehabilitation project and then another that needs its agreement negotiated and the funds transferred to the Sacramento District of the Corp.
- The only way to be assured of reimbursement at the 75% Federal cost share amount is to do so pursuant to a project agreement. Anything done prior, Corps is not obligated to provide that match.
- When the project partnership agreement is executed, that does obligate the Corps to provide that funding however what is at risk is if Congress doesn't have a budget.

Chairman Callicrate thanked Mr. Faust for the presentation and clarity and said that both of you are doing a tremendous amount of work and that he will be glad to hear, in a couple of weeks, that we have a project partnership agreement to work on.

Trustee Schmitz thanked Mr. Faust for being here and helping us with our challenges and asked for the $2.7-million-dollar pond program what was seventy five percent of that. Mr. Faust said roughly two million dollars.

Trustee Wong said thank you to Mr. Faust and his team for all the work you are putting in on this and thank you to our Congressional delegation of Mr. Amodei, Ms. Cortez-Masto and Ms. Rosen.

Trustee Morris also thanked Mr. Faust for what he continues to do as it has been outstanding and said so your advice to us is not to start a big project until we have gotten the project partnership agreement. Mr. Faust said the District won't be eligible for the seventy five percent reimbursement prior to an agreement however that doesn't mean that the Corps wouldn't honor after the agreement.

Mr. Faust continued that the expansion of the Fallon Air Force Base is considered a must pass because it is part of the Federal Defense Bill. Mr. Amodei developed a strategy to add some provisions and one of which is to convey the two parcels near the high school to the District. A meeting was held today and we are hopeful and optimistic there will be a bi-partisan piece

of legislation around this in a bill that has high priority; the bill is drafted and he has seen it.

Chairman Callicrate said that is great news, thank you.

**E.3. Verbal Presentation by Tahoe Transportation District – Co-Location Project, Bicycle Path**

Carl Hasty of (TTD) went over the materials included in the Board packet.

Trustee Morris said that there is an ongoing issue with the parking along State Route 28 and we have seen the impact with the parking on this as well as seen the problems when traveling on State Route 28. Are parking spaces being added and would you comment on the parking on State Route 28. Mr. Hasty said because of budget, TTD couldn't build all that we could have and that they haven't given up. They are working with the Nevada Department of Transportation (NDOT) on the opportunities to add trail head parking. TTD is also working as quickly as they can to provide off highway parking with lot expansion as well as having more parking at Spooner. Finally, we are looking at Spooner Park and hooking up with seasonal transportation as we are trying to give people more choices and eventually get to regional transportation to help the movement around the basin.

Trustee Wong said thank you as that helps us understand where we can participate. There is no promise that timing will always line up but it does give us an option and perhaps help to provide savings. The pipeline is going to need to be replaced when it needs it; thanks for the options. Mr. Hasty said that they understand it and TTD is more than happy to work with IVGID.

Trustee Schmitz said thank you and that it was her understand that TTD was turned down last year so what will be different this time and what is the timetable? With the mapping that was done, specifically, how many linear feet can be co-located. Mr. Hasty said regarding the grant application, it is not uncommon, as TTD went after it as a long shot. In building the grant application, they were a little premature. It is good to have an environmental document and to put that in there and learn from that experience. The environmental analysis is pretty important and increases ones' odds. One item is how ready to are you and that affects competitiveness. They are gearing up now for making new applications and they are always looking at all grant opportunities and there is a good track record of delivery. On the Tahoe City project, they bundled three projects together with success and it

is under construction. They have gotten good at putting together a partnership for this leverage as it is a compelling argument for any grant and granters like to see that for leverage. As to linear feet, that is a better question for your Staff.

Trustee Schmitz asked about a time table for a new grant; Mr. Hasty said one is due next month and then the United States of Department of Agriculture is due in March.

Chairman Callicrate called a break at 7:20 p.m. break and the Board reconvened at 7:29 p.m.

## F. GENERAL BUSINESS (*for possible action*)

### F.1. Review, discuss and provide direction on the Effluent Export Project – Phase II – Fund: Utility; Division: Sewer; Project 2524SS1010 (Requesting Staff Member: Director of Public Works Joe Pomroy and Engineering Manager Nathan Chorey)

Interim District General Manager Indra Winquest said that it has been about six months since he became Interim District General Manager and that he has worked diligently on getting up to speed on this project. He is no expert but he does know enough to be dangerous. There has been a lot of discussion, varying opinions and concerns related to this project. All much needed conversation and reflection. It's his opinion that many of these concerns expressed by the Board, Staff, and members of the community are valid. He thinks he made that clear in his discussions with folks. It's also his opinion that a lot has occurred over the past several years and there has not been enough discussion between the Board and Staff regarding aspects of this project and decisions that have been made. Our previous General Manager had his approach which is very different than what his will be moving forward. We have a unique opportunity to improve upon many aspects of communication and management as they relate to this project. The purpose of this meeting tonight is to:

- Provide a recap of the details and history of this project;
- Evaluate and establish where we are at this point in time;
- Evaluate and determine a successful path for the future of this project;
- This is not about taking a deep dive into financials although he realizes there will be discussions and questions this evening related to past decisions by management and Boards; and

- This is also not about diving into a deep discussion about the Utility Rate Study or Utility Reserve Fund – the time will be upcoming for these discussions.

All of this being said, he wants to be clear on the record that we are arguable in the middle of the largest transition the District has even been through, at least in the past twenty five years. We do not have a General Manager, we have a new incoming Director of Finance, we have lost members of the senior and middle management teams, and a high turnover among the Board including several mid-term appointments. This coupled with the changing community. This is a perfect time to evaluate where we are right now and hit the reset button moving forward. He is recommending that based on all of these factors, we hire a project management team as soon as possible to manage the effluent pipeline project. Additionally, he feels strongly that we need to hire a firm to perform a utility reserve and rate study so that we can ensure that we are on clear path to success. The District does not have the bandwidth to manage this project along with all of the upcoming initiatives including several large legacy projects in Community Services. Additionally, we believe that we have several Board policies that need to be updated, in particular, those that relate to utility fund balance. Finally, his hope is that beginning tonight, we can all move forward working together to make sure we are making decisions in the best interest of the greater community.

Chairman Callicrate said bringing in independent folks to look at utility rates and fund balance and, this is not meant to impugn anyone, but it makes better sense to bring in additional folks so our Director of Public Works can look at other things. The effluent pipeline is our biggest project and he is in favor of bringing in external folks and addressing them. We have gone through a gnarly transition over the past years with seven Boards in the past six years. He is in strong agreement with that and hopefully Staff will give us a brief and insightful presentation as he agrees with Interim District General Manager Winquest in not rehashing the past and moving forward.

Director of Public Works Joe Pomroy gave an overview of the submitted materials.

Chairman Callicrate said it is always good to review.

Trustee Schmitz said her understanding, and referencing agenda packet page 88, work on 5,000 linear feet and the pond lining and that they are not

dependent on each other – is that the correct understanding. Director of Public Works Pomroy said Staff would absolutely love to have the pond lined first and unfortunately we have lost that opportunity as there is no way the pond can start this summer.

Trustee Schmitz asked how many feet can we get done in one construction season. Director of Public Works Pomroy said he would estimate a mile to a mile and a half with a construction schedule of eight to nine weeks and then they kick us off with no work occurring in July and August. We could come back on in September but that would be for thirteen days which is almost useless.

Trustee Morris thanked Staff for compiling all of this as it was a tremendous overall presentation. Given that it is a mile; can you get that done in a construction season. Director of Public Works Pomroy said yes, that is correct. Trustee Morris followed up by asking if we don't co-locate and do it in the existing roadway, how many construction seasons would that take. Director of Public Works Pomroy said four to six years if we replace every inch. Trustee Morris said that we have a physical constraint from when we start; Director of Public Works Pomroy answered yes, four to six construction seasons.

Trustee Dent asked about the pond lining and are there alternative that we are looking at such as a tank in order to expedite this project. Director of Public Works Pomroy said Staff looked at six different options – the concrete option is design, construct and build with a cost of one dollar per gallon; hard tankage is three to four dollars per gallon. The cost differences eliminated other options and the goal is to get as much storage with an open reservoir for simple maintenance.

Trustee Morris asked Staff to refresh his memory – what is the carrying capacity of the storage pond. Director of Public Works Pomroy said 2.5 million gallons which is an amount equal to three days except the fourth of July which is an amount equal to two days. With tanks, it would be 1.5 million gallons.

Trustee Wong said thank you for this presentation as she does enjoy because she always learns something new. Starting with five thousand linear feet, it gives us the ability to plan for the future and opens up the possibility for co-location if that lines up with TTD as we have to replace the pipe when we need to. If co-location works out, great. At the end of the day,

we need to protect this pipe as it is not something that can fail. We should plan for both directions so we are prepared for whatever can happen.

Trustee Schmitz said that she appreciates the presentation; what do the other jurisdictions use and what have they learned. Director of Public Works Pomroy said two others store – Douglas County Sanitary and South Tahoe and both have ponds. Douglas County Sanitary Improvement District is under an administrative order because of a leak. South Tahoe Public Utility District has an earthen constructed pond with thick plastic liners and covers. They operate their system with water in. Our pond would be empty in case of an emergency. A poly liner would degrade or blow away. We wouldn't use it on a daily basis as we already have a half million gallon tank so this would be on an emergency basis.

Chairman Callicrate asked if there was no opportunity to do slip lining. Director of Public Works Pomroy said it is one of the options and it is best to say re-lining which is always considered. It was rejected in Phase I because of the guardrail. Staff would consider it as we love it and it is one of the tools we use but we have to look at longevity. When you get up to 400psi, you need to look at the liner ratings. Sometimes they are a blend so we have to back to the engineers and their best practices; we rely on those experts.

Trustee Morris said that he agrees with having to plan for both scenarios and begin with what we have to do. There is potential to get Federal funds as could we put in two applications, would those amounts differs, and are there any problems with putting in two applications. Director of Public Works Pomroy said Staff is working with the Corp staff and we have submitted one project that would cover all options as a complete project and a resulting complete agreement; we went with the most reasonable best guess.

Chairman Callicrate said he would like to invite our Interim District General Manager to share his thoughts again.

Interim District General Manager Winquest said that we have talked about the management of these projects and it is very similar to Phase I when we had a project management team on site; we intend to do this on this project. Staff oversees the project and there are meetings that happen and District Staff is present so he is all in favor of hiring a project management team and it sounds like that is the direction this is going. To summarize, we want to take care of five thousand linear feet, do the pond lining, and we have a timing issue regarding the partnering agreements. The District should be

very encouraged about what we heard tonight. There are moving projects that require continuing discussion on this very critical project. On the reserve study, we have an upcoming rate study and we don't have the time to go out and perform that outside rate study so let's move forward with the existing one. Staff is projecting a fair level of increase and we need to know on February 12 because Staff is preparing it so we need to have that discussion on that date. Interim District General Manager Winquest said he has spoken to our incoming Director of Finance and he thinks it is a best practice to go ahead and perform that to understand where we are at. We need to update our current policies as it pertains to our Utility Fund and we need to move on that quickly. He is in support of doing the Utility Rate Study on February 12. We have to make some decisions on co-location and noted that we lose nothing by waiting. If we move forward without funding, he is very encouraged that we will get it. Maybe we get the pond lining money – we need to prepare for the worst case scenario. There has been a lot of discussion about the fifteen million dollars that we should have the monies spent; it is imperative that the Board give Staff clear direction on the funds tonight. Staff wants to have a clear understanding on what is acceptable and we need to have a discussion about what is included so we can work together on moving forward while understanding what the expectation is of what the Board wants.

Chairman Callicrate said, going back to our agenda and what is being asked of us, it is important we look at that so he is reaching out to our legal counsel and asking if the Board has the flexibility to modify things and pick and choose on what we want in the motion. District General Counsel Geno Menchetti said that the action is related to the Export Line Phase II and that there is nothing in the agenda that would prohibit you from doing that; the movement of funds is a whole different kettle of fish. Chairman Callicrate said that he wanted to get clarity on it as it is now called the Effluent Export System and we want to be specific. District General Counsel Menchetti said it doesn't matter what you call it.

Chairman Callicrate asked if the Board wanted more discussion.

Trustee Wong said that the Board is directing Staff to establish the project and then when we establish the CIP project, we can authorize them to establish the funds.

Chairman Callicrate said he needs a little bit of clarity so we don't misconstrue the amounts; he then asked Staff what it is they are requesting.

Director of Public Works Pomroy said Staff is asking for $2.71 million dollars for the pond lining and to allocate the remaining funds to the pipeline project with the first thing to be worked on is the 5,067 linear feet for Segment 3 and then the rest will go into pipeline specific projects. We have two million dollars this year and establish that in the Effluent Export System and then costing out the project. Staff will work quickly to bring back design contracts and then move into the permitting followed by the bidding.

Chairman Callicrate said what he thinks is very important is that we are collecting two million dollars a year for the Effluent Pipe, replacement of the pipe, and to delineate that the monies are for the specific pipeline and that the project is now being called the Effluent Export System and that we have a restriction on the monies to date and be clear on the 5,067 linear feet and no monies set aside for the pond. Chairman Callicrate continued that he wants Staff to go forward with the 5,067 linear feet and then by February 12 have information on the pond lining and then $4.6 million dollars is restricted to the pipeline knowing that we will be doing a reserve study. We need to let the community know that the scope has broadened because of many different things and that we are going forward with 5,067 linear feet, then the pond lining, and then restricting $4.6 million dollars for the future and that this is important to delineate as we have a couple of weeks for the pond lining.

Trustee Wong said that if the Board restricts the nine million dollars, does Staff have enough money for the projects in the Utility Fund or will that money come from rates increases for what you want to do in this coming year. Director of Public Works Pomroy said yes, there are funds available to pay for what is in progress and that Staff will be asking for an additional rate increase for that project that we rejected and that ask will impact your reserve policy. Proceed or not proceed on getting the pond lined and bring that back to the Board with some type of funding to allow Staff to proceed as there was a lot of confusion a few years ago with this project. It was identified which caused a lot of difficulties in the community so when is there a desire to do – before or after the Corp.

Trustee Morris said we all suffered in the past because of a difference in nomenclature. He likes Effluent Export System as it encompasses all the components and he wants to move in that direction so we know where it fits in the hierarchy. Regarding the pond lining, if we don't do that today then you can't move forward on doing anything until Staff hears from the Corp.

Director of Public Works Pomroy said that Staff always needs direction from the Board to allocate those funds so we can proceed with that project and then bring it back to the Corp. The money we would spend that we may not get back would be ten to twenty thousand dollars which would be at risk.

Chairman Callicrate asked how much would it cost for design work. Director of Public Works Pomroy said up to ten percent of the project costs so $250,000 would be the design phase budget. Chairman Callicrate asked if the District had that in an outside fund. Director of Public Works Pomroy said that there is $840,000 that is not committed so it could come out of that. Chairman Callicrate said he would feel more comfortable with that and then later on looking at restricting the money. We are asking questions over and over to try and get clarity tonight as these are two separate projects that are all part of the Effluent Export Project.

Trustee Dent said he would like to push off the rate study as really we are just setting a date – what is the farthest out we can go. Director of Public Works Pomroy said that the rate increase is to fund next year so having it approved in April, we would need thirty days to prepare the bills. Trustee Dent asked if within that six weeks could a consultant come in and do the analysis; complete in April. Interim District General Manager Winquest said that would be tight and really pushing it. He would rather move forward with the rate study and get clear direction from the Board as well as looking at hiring as the timing would be difficult. There are enough funds for all of the other capital projects and that he is not comfortable with using $9.6 million dollars for anything other than the Export pipeline. He wouldn't do so without Board direction and that he would remind the Board that the Corp money comes in arrears for the pond lining and at some point we need to have those monies available so just keep that in mind.

Trustee Wong asked if Staff defines the pond lining as part of the effluent export system. Interim District General Manager said it is the only option because we don't have any other funding.

Trustee Schmitz said we don't know if that would be necessary depending on the Corp so we can get those wheels in motion if we have significant funding so we need to keep that in mind. As to the nomenclature, let's just keep the language easy and clean. On setting the money aside for the Effluent Pipeline, Phase II, is simple and clear as it is Phase II of the pipeline and the pond liner.

Trustee Dent said that the rate study is really just about setting a date so we do have a lot of time there and that he agrees with Trustee Schmitz. There is scope creep associated with the Effluent pipeline and that calling things what they are is important and that he doesn't want to go down a path like we have. We are calling it a pipeline and pond lining so he doesn't see the need to change the name and let's not make one big project even bigger.

Chairman Callicrate said there is merit in that as it has been called so many things and let's keep it simple.

Trustee Wong said she likes clear and simple and take the carryforward for Phase II and split that for the pond lining and then the 5,067 linear feet and take the $9 million and split it with $2.71 million for the pond lining and the remainder for the pipeline as that makes it clear.

Trustee Schmitz said that she understands what Trustee Wong's point is but her comment is when we receive reimbursement, it should go back into Phase II. Trustee Wong said that is correct and then it can go into whatever project. Trustee Schmitz said we have to allocate the $2.7 million. Trustee Wong said no but it is the best way for Staff to move forward so we are ready to move forward with the contract with the Corp. We now the dollar amount so let's do it now. Trustee Dent said he doesn't fully agree and that he would like to allocate the ten percent for the design as we don't need to move $2.71 million now because all we need is $270,000 for the design and leave the money where we collected it. We can borrow $270,000 and then we can allocate those funds later. Trustee Morris said he understands all the discussions and that one of the intents has been to add clarify. His fear is that if we don't separate these projects as he thinks that would give clarity to the community and then we have this much left over. The pond lining is going to cost us $2.71 million so let's allocate it as such.

Chairman Callicrate called for a break at 8:55 p.m. – the Board reconvened at 9:01 p.m.

Chairman Callicrate opened up this item for public comment.

Alexandra Profant said that she has lived in Washoe County since 1970 and that she appreciates the due diligence. She knows that things have gotten difficult with the changes in earmarks and that her suggestion would be to get the draft agreement, provided by the Corp, and then align the language

with that and put that draft forward to the public. Having a motion that is subject to that agreement would present a conflict in the future.

Mark Alexander said, for clarity, his background is heavy construction, plant engineering, has done maintenance, headed up a team in Kuwait and during his entire career he has been with Bechtel, he has worked globally as a pipeline project manager, on power plants, airports, you name it and that is his background. He is very disappointed in this presentation as Staff took away the consideration of lining the pipe which is bs. You need to get someone who know how to line a pipe as it is very expeditious to go through and line. As to it won't hold the pressure, you get a different thickness of polymer based pipe and that this has been done since 1940. There are a few years of expertise out there so find out what the life cycle is on it before you throw it away; think it through. As to the pond, take a hard look at your pond lining as there are various solutions. He is very concerned about the maintenance and how Staff is going to maintain it so be sure to look at different options.

Frank Wright said that he has done some research when we had the pond liner and where our effluent waste goes to and it does down Highway 50 to Clear Creek. They get our water, we are selling it, and doing so at a very, very low cost. They are benefiting from our pipeline yet he hasn't heard anything about them paying for the pipeline or maintenance. We just had a guy up here who is upset but he is a genius with this stuff. Listen to our Staff, it makes him gag as he doesn't believe anything Staff says. He just watches the water rates go up and the District is not supposed to make money but rather bill for what it costs and that is not happening here because there is no oversight. We can't get into the financials. The biggest problem is bidding – what is it going to cost to dig up, the lining, and the co-locating. We need bids and there are people in the business who are experts at bidding who can give you an analysis and then you can make a decision. He doesn't see any of that happening here. Clear Creek should be paying; cut them off.

Judith Miller said one of the things that seems to continue is trying to keep the TTD co-location as an option. When we heard from the gentleman tonight, the next thing they will be looking for is design funds so set aside money for our design as TTD is coming forth. The decision has to be made to not to proceed with TTD because you don't want to duplicate work. It is unfortunate that it came to that but we have reached that point to make that decision before they come forward for more funds.

Linda Newman said thank you to the Interim General Manager for his comments and suggestions and thank you to Chairman Callicrate for a well conducted meeting as we all feel very welcome at this public meeting. She doesn't know whether there are statutory requirements for a presentation and the flexibility to hire a consultant to conduct a utility rate and reserve study. She needs to make a correction – the District has to pay four percent if we want to municipal bond and if we have a triple A rating then the issue will be under one percent. Since we have no reserves for the pond liner, is it possible for the Board to commit $9.6 million to Phase II and add the pond liner to that project and if any money for design or anything else that has to be brought to the Board for approval, Staff would have to come back to the Board for approval. The other thing is that there is a disagreement that the District is in compliance with Policy 19.1.0 and Practice 19.2.0 for the Utility Fund; we do not have adequate reserves for multi-year projects.

Aaron Katz said that one of his complaints, for the last ten years, is the lack of confidence in Staff and that is playing out again. Stop what we are doing and get a true professional in and then make decisions. The budget flow with co-location – do the 5,000 linear feet in 2020 at $6.2 million and 2021/2022 at $8.9 million which includes the pond liner. He is having great difficulty in understanding what Staff put in the Board packet as Staff wasn't speaking English so let's get a professional. There is nothing on the rates so let's get a professional. We don't have to change our rates as there is no statute and we can go an extra three of four months or a year so it doesn't make a difference. He is asking the Board to keep the funds restricted and we have to kill the partnership with TTD. There is no luxury to straddle the fence and TTD doesn't have any money for design so they are going to ask IVGID. The only reason to co-locate is to save money and he has demonstrated that it hasn't saved a penny. If we get 595 funding, it doesn't matter about saving money.

Wayne Ford said it has been a few years since he has been in best management practice design and Mr. Hasty has identified a few things and he doesn't know his real role in terms of the bike path but he does know about the bus system. The use of the elementary school was contrary to the design of the school use but the buses and cars are there. As a token, they put a few core logs in for the oil coming off the buses. In addition, he was supposed to get a special use permit to operate that facility there which would have required the neighborhood to weigh in so his track record is not one you can really trust either way. Mr. Ford continued that while he does understand how Mr. Hast got the use, and that is because of the relationship,

he didn't get a special use permit and there is no permit record for that use or any permit issued for that site. If you are going to co-partner with the bike path, he would suggest you look into other people to get a clear picture of what is going on as Mr. Hasty's record doesn't play by the rules that others have to play by.

Jack Dalton said that he is amazed that we would have this meeting that Staff said one year ago that they had all the facts and that it took one year to get this information. He knew in New York sooner than that as well as in Nebraska. You need to have a project manager that is outside of the IVGID family, that has the expertise, and has the ability to decide what the bids are going to be. They will have to say that everything is right and they can't play voodoo economics. So how are we going to get the money, we are going to borrow, and how are we going to borrow, we need to get the analysis of all the accounting. We should have a financial account of all the venues within Incline Village so we can be sure we afford the ten million dollars. If we want to get a AAA rating, we have to be a AAA organization and then we can probably get one percent. Rates are historical low, they are lower in Europe and Japan where they are close to zero. The financial accounting of all our venues means everything and not just this project. Tonight, we are having the pipeline, consider that as a pipeline with no combined name. Everybody can have trust and we can get a good rating.

Margaret Martini said that she is confused with all this information and all of the conversation. What she got out of it, in listening to the Corp, is that the District will probably get the money as they have the money for the lining of the pond and then maybe they will have the other twenty-three million dollars but they can't commit or even think about it. What if you did a bond for a certain amount of money and then prepare your paperwork hoping you are going to get but if you don't, you have the bond money. Just because you have the bond money doesn't mean you have to use and you could just pay it off and do so early. The possibility is there for bonding at a very, very good rate and using it as a cushion. If you don't use it, you haven't jeopardized the money from the Corp at least that was her takeaway so please correct her if she is wrong. It is nice to have a buffer, at a very reasonable rate, that you don't have use and simply pay it back. If we need it, do the whole pipeline. If we need to have those funds, it needs to be done in the correct way. You need to talk to Mr. Alexander as he has done this and has more and better knowledge which is a better use of our community assets. We have a community full of unbelievable smart people that are available to you.

Hearing no further public comments, Chairman Callicrate closed public comments and brought the matter back to the Board.

Chairman Callicrate said thank you for the information shared and stated that the Board will look into these items and try to get an answer to each of you. Chairman Callicrate then asked what was the pleasure of the Board.

Trustee Wong asked if the Board was allocating money to the projects or not and if we are allocating to the projects, how much is the pond lining with the rest going to the project.

Chairman Callicrate said it was brought up in public comments that if we look at what is here, to establish the pond lining project, we need two hundred fifty thousand dollars for scoping, then meet with the Corp, then carryover the $9.6 million and continue to have that for the Effluent Pipeline. He knows that there is 5,067 linear feet that is the most critical need to be addressed.

District General Counsel Menchetti said, in an abundance of caution, because of the way the agenda is itemized, you can go forward with the projects and then ask Staff to come back to the Board in two weeks with the specifics of the economics. He would like to do it that way so that the world knows what this Board is going to do as it is a cleaner way to go.

Chairman Callicrate agreed that he wants to do this the correct way.

Trustee Schmitz made a motion to direct Staff to hire a construction management firm to formulate recommendations and a cost estimate of Segment 3, 5,067 linear feet, and the pond liner.

Trustee Dent said he likes the direction but that the key is committing funds.

Trustee Callicrate said that there is no second so Trustee Schmitz' motion dies.

Trustee Dent made a motion to direction Staff to commit $9,656,890 to Phase II of the Effluent Pipeline and commit $250,000 for design purposes to the pond lining project.

Trustee Callicrate said that there is no second so Trustee Dent's motion dies.

Trustee Wong said she is not going there because Staff got direction not to allocate funds so let's stick to two, three and four.

Chairman Callicrate said that would make the most sense and then in two weeks, Staff could come back with dollar amounts; we need a dollar amount tonight or we can get that in two weeks. He wants to do it the right way so at the next meeting, let's have the dollars assigned.

Interim District General Manager Winquest said that the motion needs to restrict $9.6 million to the pipeline and the Director of Public Works will commit about $270,000 to the design. The allocation for the design services, on the pond lining project, will come out of the $9.6 million or the Utility Fund Balance. He agrees with what Ms. Newman said in public comment about including the pipeline but Staff has no heartburn if you don't as Staff can bring back that dollar amount.

Trustee Schmitz said that she heard clearly from the Interim District General Manager and the community that we need to seek outside guidance on the design and this Board needs to provide direction on that.

Chairman Callicrate said that we have four bullet points under our current recommendation and that he would like to stick within the perimeters of what is stated here.

District General Counsel Menchetti said that your bullet points are not an agenda item and then proceeded to read the agenda item and said that is what you are limited to. It is your decision to make and that this group has had an unreasonable amount of criticism on how they conduct their items so make a motion on two, three, and four and avoid the dollars at this point because unless it hinders you from going forward, we want the public to know and that it will be clear to them before the Board takes action. Chairman Callicrate thanked District General Counsel Menchetti for that explanation.

Director of Public Works Pomroy said if the Board makes a motion on two, three and four, then Staff will go solicit design proposals from consultants that would have costs and scope of works at that time. It won't be in two weeks rather it will be at a future Board meeting would be the answer. Chairman Callicrate said thank you.

Trustee Wong said if we are not going to be restricting any of the carry forward then Staff should bring back a recommendation on restricting those funds. Chairman Callicrate said that is fine and that two, three and four makes more sense.

Trustee Wong made a motion to:

- Establish Effluent Export System Pond Lining Project
- Establish Effluent Export System Pipeline Project - Replace 5,067 linear feet of Segment 3 in SR-28
- Provide regular Effluent Export System Project Update in the General Manager Report

Trustee Morris seconded the motion. Chairman Callicrate asked if there was any further Board discussion.

Trustee Schmitz said that this motion doesn't address hiring a project firm to formulate recommendations and cost estimation. Trustee Wong said that is not happening here and now. Chairman Callicrate asked if we vote on this motion, can we do an additional motion. District General Counsel Menchetti said certainly you can do that but your Staff has already told you that they will be coming back to and what he is going to do. Interim District General Manager Winquest asked if he needed authority to move forward with an agenda item; District General Counsel Menchetti said no, if the Board wants you to have it, then the Board can make that clear. Interim District General Manager Winquest said that he will be coming back with that item. Trustee Schmitz asked that it be made clear.

Hearing no further comments, Chairman Callicrate called the question and the motion was passed unanimously.

**F.2. Reconsider action taken on January 22, 2020 relative to receiving, discussion and direction to Staff to file the June 30, 2019 Comprehensive Annual Financial Report including an Unmodified Report by the District's Auditor, as required by NRS 354.624, and in accordance with IVGID Board Policy 3.1.0., 0.9 Reconsideration. (Requesting Trustee: Chairman Tim Callicrate)**

Chairman Callicrate went over the submitted materials.

Trustee Dent made a motion to reconsider the action taken on January 22, 2020 relative to receiving, discussion and direction to Staff to file the June 30, 2019 Comprehensive Annual Financial Report including an Unmodified Report by the District's Auditor, as required by NRS 354.624, and in accordance with IVGID Board Policy 3.1.0., 0.9 Reconsideration. Trustee Schmitz seconded the motion. Chairman Callicrate asked if there were any Board comments.

Trustee Morris said that he understands that the Board Chairman spoke to the State and got an understanding; he accepts that the Board Chairman has changed his mind – would like to hear from the other two Trustees.

Chairman Callicrate said that this is receiving and filing it and that this action is just so we can reconsider it.

Trustee Dent said that he thinks his concerns will be heard and that they will be addressed in the Audit Committee.

Trustee Schmitz said that she has concerns and that it was clarified that this is not submitting in agreement and that there is a distinction and she has submitted comments and concerns.

Trustee Morris said that he didn't think there was any difference between this week and last week and that it is the same thing however he will accept your comments and appreciates being heard as this is nothing different from last week.

Hearing no further comments, Chairman Callicrate called the question and the motion was passed unanimously.

**F.3. Receive and direct Staff to file the June 30, 2019 Comprehensive Annual Financial Report including an Unmodified Report by the District's Auditor, as required by NRS 354.624 (Requesting Trustee: Chairman Tim Callicrate)**

Chairman Callicrate said he would like to open up this item for discussion.

Trustee Schmitz said that she submitted to the Chair what her comments are.

Trustee Dent made a motion to receive the audit report and approve filing it with the State of Nevada by January 31, 2020 as required by NRS 354.624. Trustee Schmitz seconded the motion. Chairman Callicrate asked if there were any Board comments; hearing none, he called the question – the motion was passed unanimously.

**F.4. Review, discuss and possible make a motion to approve a letter with attachments, a draft of which will be available at the meeting on January 29, 2020, addressed to the State of Nevada, Department of Taxation with the subject being receipt of the Incline Village General Improvement District Comprehensive Annual Financial Report; Trustee(s) Comments (Requesting Trustee: Chairman Tim Callicrate)**

Chairman Callicrate said he would like to apologize to our District Clerk as he was the one that put down 5 p.m. on Monday and he realized that he had a number of additional things he needed and that he, Trustee Schmitz and Trustee Dent didn't submit as this is the opportunity to also include what are our actual concerns are.

Chairman Callicrate then acknowledged having received from Trustee Schmitz her concerns and that he has his. Trustee Dent said that he has misplaced his but that he will send it when the meeting is over.

Trustee Morris said that he is concerned that we have not had the opportunity to consider the other Trustees concerns and no time to review them and that he doesn't want to just accept them so he is worried about moving forward on this action item.

Chairman Callicrate said that this is not from the Board in its entirety rather it is individual comments as that is what the State of Nevada's Ms. Kelly Langley is requesting; any comments or criticisms that we have, as individuals, are allowed to be submitted. We have the letter from the Board which the District Clerk put together as individual Trustees since we voted not to approve therefore we are not speaking as the entirety of the Board.

District General Counsel Menchetti said that he concurs with the interpretation and noted that the Audit Committee hasn't been able to meet yet and that they will be addressing the concerns. These comments are only for the individuals who disagree, how you feel, or how Trustee Wong feels.

Trustee Wong said that she appreciates Counsel's comments and stated that each individual Trustee has to say what they think and that the e-mail was very clear on deadline for submittal and that she finds it extremely disrespectful that our colleagues didn't mind that deadline and then that went towards our Staff; it just is a bad taste in her mouth.

Chairman Callicrate said it was not a malicious act towards anyone on Staff and that the situation was he made a mistake and didn't realize that we had until this evening and that it won't happen again as he will reach out and get us on all the same page with deadlines. He guarantees that this will not happen again and that it is his mistake. He hopes that we can move forward and that he knows we will have differences as we have differences on this item but he wanted to make sure his information was as accurate as possible. We can now complete this letter, file it with the State, and he apologizes to the District Clerk for the extra work as he appreciates the hard work. Trustee Wong said that she would suggest that the Trustees e-mail their comments; Chairman Callicrate said he would send his electronically.

Trustee Dent made a motion to approve a letter with attachments, a draft of which will be available at the meeting on January 29, 2020, to the State of Nevada, Department of Taxation with the subject being receipt of the Incline Village General Improvement District Comprehensive Annual Financial Report; Trustee(s) Comments. Trustee Schmitz seconded the motion. Chairman Callicrate asked if there were any Board comments.

Trustee Morris said that he is not going to be supporting this motion as we need a new way of doing business and so far what we are doing is terrible. The Chairman said that he set the deadline and he is one of the people who disrespected the others so he will not be supporting this motion.

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

**F.5. Review, discuss and possible make a motion to approve not to exceed thirty thousand dollars ($30,000.00), from the General Fund, so that the Interim District General Manager can issue a contract to an unspecified legal firm to conduct a very limited scope of work (Requesting Trustee: Chairman Tim Callicrate)**

Chairman Callicrate gave an overview of the submitted materials.

Trustee Wong said that she wholly agrees with the scope of work but that she would like more clarity on item b. as the amount seems really high when the Board could barely approve $7,500 so she doesn't understand why we are authorizing this amount for another outside counsel to do this review thus she would like more clarity on item b. and is that thirty thousand dollars' worth of work.

Chairman Callicrate said that he didn't know the appropriate level and that it seemed on the high side and could we ask for a lesser amount. District General Counsel Menchetti said it is not to exceed thirty thousand dollars so yes, you can make it for less than.

Trustee Wong asked how much is that dollar wise. Chairman Callicrate said that his intent was to give the flexibility to our Interim District General Manager to look into these two items and then come back with a more specified dollar amount. Interim District General Manager Winquest said that he probably won't need thirty thousand dollars for this scope of work but with other items, we have hamstrung Staff so this was a safeguard and that this is the authorization to hire legal counsel without having to bring back a contract for approval by the Board.

Trustee Morris said that he had no problem with the Interim District General Manager getting external counsel given our discussion last week. He has heard the opinions from our Counsel that having external Counsel review could be an inherent amount of work and that he doesn't see why we are having an external Counsel review the Smith litigation matter.

Trustee Dent said that they aren't reviewing the litigation rather it is getting Counsel to help because our Counsel is a part of it; we don't have anyone that can advise us. Trustee Morris said thank you for that refreshment.

Interim District General Manager Winquest said that it is his recollection that we will not be going outside this scope of work which is to get Legal Counsel up to speed on this case and allow Legal Counsel to provide advice to the Board. Trustee Dent added close to up to speed to set a legal non-meeting.

Trustee Wong said that she would like it to be between $7,500 and $10,000 and no higher.

Chairman Callicrate asked if Interim District General Manager Winquest was comfortable at $10,000; Interim District General Manager Winquest responded no.

Trustee Schmitz said that she appreciates this being an agendized item because in the past there was action taken without Board discussion so she appreciates this being agendized.

Interim District General Manager Winquest said, to clarify, he doesn't want to put in the position where we are now exceeding funding and then having to come back to the Board for a decision that the Board is making and that you could put a cap of $15,000 but he just doesn't now as attorneys are expense.

District General Counsel Geno Menchetti said that the more specifically and the more you can focus on what you want done, the better. Right now, you are using a POOL/PACT lawyer at a very good rate.

Interim District General Manager said that part of the scope is to provide advice on the settlement as we are working in that direction and while the plaintiff may say no, we have been negotiating. He will promise that he will try and limit the money spent and that he will be in direct contact as will the Board Chair.

Trustee Morris said that he has a lot of confidence in the Interim District General Manager and as long as he keeps us apprised of what he has done; he is less concerned about the number.

Chairman Callicrate said that he agrees and that there will be reassurance with the motion as stated. The settlement could grow to larger amounts and he doesn't want the Interim District General Manager to keep coming back to the Board.

Trustee Wong asked why is the Board Chairman okay with this situation but no okay with Litigation Counsel as we are limiting that Counsel. Chairman Callicrate said that is carte blanche and we are not giving that. We don't have Counsel on this case and this is an opportunity to take care of this situation and that he is fine with how this is stated.

Chairman Callicrate then opened this matter for public comment.

Linda Newman said that your Interim District General Manager needs additional legal resources and that she has no serious concern that he is going to spend the money unwisely. She does have concerns with Mr. Beko's engagement and with Mr. Guinasso who engages an attorney without approval and expends in excess of fifty thousand dollars and then asks for more money so that is her concern and not that the Interim District General Manager is coming openly to the Board.

Frank Wright said that it is almost ironic that Trustee Wong would have an attitude about legal fees when she signed a contract without the Board knowing about it for over eight months and then they found out about it. He thinks that should be withdrawn. The Interim District General Manager is using the Board to help solve a problem that Trustee Wong got us into without Board approval. Now you have Board members who are listening to this request to solve a problem. Mr. Wright continued that his Recreation Fee shouldn't be used this way and asked if we were going to cover the Pepsi guy next week. Think about what you are saying as we want to put an end to this mess that has been created. Think that it is time that Trustee Wong admit she was wrong and that it was not Board approved. The money that was spent belong to this community and the settlement that we are probably going to end up with is to pay his legal fees which are now coming close to two hundred thousand dollars and all without Board approval. You signed it, kept it quiet and he finds that ludicrous and you should be ashamed; put an end to it.

Hearing no further public comments, Chairman Callicrate brought the matter back to the Board.

Trustee Schmitz made a motion to approve not to exceed thirty thousand dollars ($30,000.00), from the General Fund, so that the Interim District General Manager can issue a contract to an unspecified legal firm to conduct a very limited scope of work. Trustee Dent seconded the motion. Chairman Callicrate asked for any further comments, hearing none, he called the question – Trustees Callicrate, Dent and Schmitz voted in favor of the motion and Trustees Morris and Wong voted opposed; the motion passed.

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

Alexandra Profant said after hearing the discussion and missing Carl Hasty's comments, this is something that she has brought up in a previous meeting, is that her expertise is in property ownership and how to capitalize on existing codes and Federal funding. The entire corridor could be deemed a heritage corridor. TRPA received a lot of money for Pathway 2020 and that while doing a citizen planning effort, TRPA didn't do a historical resources survey. They skipped over something that they were required to do. Ms. Profant then said that she has been asked to submit her name for the Washoe County Planning Commission District 1 seat and she is considering doing that and part of the reason is to create a competitive advantage such that it would not allow any Federal agency or to allow California to encroach on the State of Nevada.

Mark Alexander said he wanted to draw the Board's attention to the semantics of the agenda and that for the pipeline the Board approved to replace it not repair it. Staff's instructions are to replace and to give no consideration to any other alternative.

Frank Wright said that he doesn't want Mr. Katz to go after him but that he disagrees with Mr. Katz and that food is essential at these meeting. His suggestion would be that if we get a legal team that doesn't litigate, we would save lots of money and we could then serve lobster and steak and draw people to these meetings as that wouldn't cost nearly as much as litigation. He knows that you are all agreeing with him as you are smiling. Mr. Wright continued by saying that he takes offense with Mr. Morris' comments. If the Board would have passed the CAFR sooner there would have been serious issues not addressed. The Trustees have the right to send down comments that will be addressed. Trustee Morris wanted a chance to read the other Trustees' comments, they will let you. We have some problems here that are starting to come to the surface – pond liner, no justification on rate increases, etc. He knew this change could come about. He is asking all the Board members to work together as it is the people behind him that are the ones that put you there so do the right thing and behave in the proper manner. Stop listening to Jim Clark who promises to get you elected as he cheated the election.

Aaron Katz said he wanted to go back to a comment that Mr. Wright made and that is about selling our wastewater to several clients on the way down to the Carson Valley. They aren't paying anywhere near their fair share and now we are going to get hit with large utility rate increase from the same line that feeds this client. Mr. Katz said that he did a written statement and that

Staff negotiated and entered into contracts with these two clients. To create rates, they have to be have been established during rate setting. This has been going on with them for twelve years and it was never mentioned so he wants this Board to take on that issue. The utility rates are very much connected to the capital expenses and he has been saying that for years. People that are putting the greatest demand on our utilities – the number one is the recreational facilities. We need a real rate hearing this year and that's why you need an outside consultant. Most municipalities hire an outside consultant. Can we delay the hearing, yes, and we should do it as it can be delayed another couple of months. Mr. Katz concluded by thanking the Board for opening up public comments.

Michaela Tonking thanked the Board for reconsidering the filing of the CAFR and that she does agree that the footnotes may need different policy decisions and that she would urge the Audit Committee to review. It is very concerning to think about incurring fines so thank you for your consideration.

Margaret Martini said thank you to this new Board for the opportunity to speak on agenda items as it is very refreshing, so much less frustrating and that she feels like we have a level of participation that we haven't had for the past several years. The load has been taken off and giving us the opportunity to provide input is very refreshing and she is very thankful. Thank you to the Interim District General Manager for all of his comments as they too were very refreshing, honest and engaged.

Chairman Callicrate thanked the public for sticking out a lengthy meeting and that he enjoyed having engagement with those folks that came tonight as he appreciates their involvement.

## H. REVIEW WITH BOARD OF TRUSTEES, BY THE INTERIM DISTRICT GENERAL MANAGER, THE LONG RANGE CALENDAR *(for possible action)*

Interim District General Manager Winquest went over the long range calendar with the following highlights:

- 2/12 – guest access ticket will move to 2/26
- 2/26 – cost recovery pyramid will be removed but it can be included in the Board packet if requested.

- Staff will take a look at the conflicts.

- Trustees Wong and Morris said they both have conflicts on 4/29.

Trustee Schmitz said that she had an informative training that was very helpful and that she was wondering if we could identify the periodic review of policies on this calendar.

Trustee Wong said that this Board has the IVGID code that is hanging out there which encompasses all of our policies.

Interim District General Manager Winquest said that there is a need to get on some schedule for our policies that need to be reviewed and that he can certainly work on that with Trustee Schmitz as the fund balance policies need to be done. Further, he would like to hold off until after the budget process as Staff is getting close to pencils being down on the operating budgets.

Trustee Schmitz then said that the Trustee handbook states that public correspondence is to be included so is it possible to put that back onto the agenda. Chairman Callicrate said there also used to be a Treasurer's report. Interim District General Manager Winquest said he would like to have a conversation, offline, with the Chairman.

Interim District General Manager Winquest said that there has been no feedback received on the Trustee handbook so that will be on the February 26 agenda and that he will get that added to the long range calendar.

Chairman Callicrate then thanked District Legal Counsel Menchetti for being here and trying to keep us on the straight and narrow.

## I. ADJOURNMENT

The meeting was adjourned at 10:40 p.m.

Respectfully submitted,

Susan A. Herron
District Clerk

Attachments*:

*In accordance with NRS 241.035.1(d), the following attachments are included but have neither been fact checked or verified by the District and are solely the thoughts, opinions, statements, etc. of the author as identified below.

Submitted by Michael Abel (1 page): More of the Same – or Time for a Change

Submitted by Aaron Katz (33 pages): Written statement requested to be included in the written minutes of this January 29, 2020 regular IVGID Board meeting – Agenda Item E(3) – Tahoe Transportation District's ("TTD's") presentation re: continued partnership with IVGID re: proposed shared-use path

Submitted by Aaron Katz (1 page): Written statement requested to be included in the written minutes of this January 29, 2020 regular IVGID Board meeting – Agenda Item F(1) – Joe Pomroy's discussion of Phase II of the effluent export pipeline project – Placeholder pending submittal of completed statement

Submitted by Margaret Martini (1 page): Public Comment at Board of Trustees Meeting on January 29, 2020 – To be included with the Minutes

Submitted by Linda Newman (1 page): January 29, 2020 IVGID BOT Meeting Public Comments By Linda Newman – to be included with the Meeting Minutes

Submitted by Trustee Schmitz (4 pages): Time Line and Activities – Effluent Pipeline

## More of the Same – or Time for a Change

I was quite unhappy to pull up the "packet" for this meeting which was supposed to be a community workshop on the Effluent Export System (EES). I am quite unhappy with the way that the board packet has been made up for **what was supposed to be a "workshop"** on the effluent pipeline (now the effluent export project). This meeting appears to be another Pinkerton style, "mother knows best" presentation with little community involvement. It looks like another boring Powerpoint presentation by Mr. Pomeroy of what we have already seen in the packet and more, "trust us, we can bring this project across the finish line."

For five years Pinkerton and Wong have shut the community out of the feedback loop of giving our community what it desires and taking care of our infrastructure especially with regard to the EES project. As a result, the taxpayer and ratepayers have gotten the short straw.

1. From the outright lie that IVGID had lined the effluent pond,
2. to the redirecting of millions of the dedicated pipeline funds to other projects
3. to the promised $7,000,000 savings from the TTD partnership (now ***maybe only $1 mil)***
4. to the unauthorized illegal payment to PICA of $190,000,

IVGID has failed us. What is our confidence level in **ANYTHING** that Joe Pomeroy or IVGID tells us about these projects?

It is time for a change. We live in a community of intelligent people with outstanding talents and many stand ready to help IVGID. I suggest that, this evening, the trustees appoint two Trustees to form a citizen's advisory committee (who) along with Mr. Pomeroy will see that effective consultant/s are hired, and that the EES is funded and executed properly. The committee will then provide updates to the board on the most effective options and execution. Naturally, all proceedings would conform to NRS open meeting laws.

Insanity has been defined as doing the same thing over and over but expecting different results. Are we again going to "trust" IVGID to make the correct decisions?

Is our Board going to look at innovative options like slip lining the effluent pipeline which might save us many millions of dollars? Are we going to look at options like a low maintenance monolithic steel effluent tank to replace the effluent pond, an option that might cost more money now, but may save our community millions in the long run? Are we going to persist partnering with the illusory TTD's bikeway plan while we wait for segment 3 to heal itself?

This project has been a total screw up since 2012 and even more so since the major pipeline failure of 2014. These projects need to be put on a fast track for completion now in 2020.

Finally, we need to get honest and tell the taxpayers/ratepayers through an insert in the Public Works bills, **prepared by the committee or Trustees, not IVGID** staff, That the money that has been collected for just the pipeline has been and is now being used for the *Effluent Export System*."

Michael Abel– January 29, 2020

**WRITTEN STATEMENT REQUESTED TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS JANUARY 29, 2020 REGULAR IVGID BOARD MEETING – AGENDA ITEM E(3) – TAHOE TRANSPORTATION DISTRICT'S ("TTD's") PRESENTATION RE: CONTINUED PARTNERSHIP WITH IVGID RE: PROPOSED SHARED-USE PATH**

**Introduction**: More than seven (7) years ago, beginning in 2013, our "professional" staff got the bright idea to partner with the TTD insofar as the latter's development of a proposed shared-use pathway leading from Sand Harbor to Spooner Summit. The idea was that rather than IVGID replacing six (6) miles of the District's disintegrating effluent pipeline under the current Highway 28 ("SR-28") right-of-way, it would relocate replacement under the TTD's proposed shared-use pathway. And this "plan" would allegedly save IVGID rate payers some $7 million[9]. In October of 2014, pursuant to this idea, IVGID entered into an amendment to an existing interlocal agreement with TTD[1] ("the Interlocal Agreement Amendment"[2]) whereby the District agreed to contribute up to $300,000 towards completion of a Draft Environmental Assessment ("DEA"). Although the draft DEA was completed in July of last year, and the final DEA was completed in December of last year[3], staff failed to inform the IVGID Board and public of either fact. Moreover, staff failed to produce either assessment so the Board and the public could evaluate the feasibility, if any, of relocation. Now instead, staff have agendized another "dog and pony" show so the TTD can make the case co-location is a prudent thing for IVGID to do. As the Board and the public will see, we should be terminating any further efforts to relocate the balance of the effluent pipeline requiring replacement under TTD's proposed pathway, and that's the purpose of this written statement.

**IVGID's Effluent Export Pipeline**: IVGID constructed its Wastewater Reclamation Facility (i.e., Treatment Plant) on Sweetwater Road in 1962. In the early 1970s an "effluent export (pipe)line (was constructed which) transports treated wastewater...through a twenty-mile...pipeline...from IVGID's... wastewater treatment plant to the disposal point at the wetlands southeast of Carson City[4]...as part of a regional effort to eliminate all wastewater effluent discharges in the Lake Tahoe basin."[5]

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[1] See page 22 of the packet of materials prepared by staff in anticipation of the Board's January 23, 2019 meeting [https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_1-23-19.pdf ("the 1/23/2019 Board packet")]. A copy of this page along with an asterisk next to the referenced matter is attached as Exhibit "A" to this written statement.

[2] The subject amendment is attached as Exhibit "C," at pages 375-380, of the packet of materials prepared by staff in anticipation of the Board's November 13, 2019 meeting ["the 11/13/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_11-13-19.pdf)].

[3] Go to https://www.fs.usda.gov/nfs/11558/www/nepa/108175_FSPLT3_5228037.pdf.

[4] The 2017 Project Summary for this project with an asterisk next to the quoted project description is attached as Exhibit "A," at pages 263-264, of the 11/13/2019 Board packet.

[5] Go to https://www.yourtahoeplace.com/public-works/sewer/about-our-sewer-system.

**Phase II of IVGID's Effluent Export Pipeline Project**: As a result of an investigation of an August 2009 break in Segment 3 of the pipeline[6], Phase II of the Effluent Export Pipeline Project was approved by the Board as a capital improvement project ("CIP"). This project called for "*replacement* of the remaining [approximate 6 miles (aka 30,000 linear feet of) pipeline...within the Tahoe Basin;"[4] i.e., that portion leading from Sand Harbor to Spooner Summit.

**The $23,053,763 Estimate to Complete Phase II of IVGID's Effluent Export Pipeline Project**: On May 23, 2012 staff received a $23,053,763 estimate from HDR Engineering for a "preliminary design (and)...estimate of *probable* construction costs" for phase II of the effluent export pipeline project[7].

**The Idea of Re-Locating the Phase II Portion of IVGID's Effluent Export Pipeline Project Under TTD's Proposed Pathway**: As recited above, beginning in 2013 the District began "work(ing) with the... TTD on the feasibility of co-locating the new (approximately 6 mile) section of effluent export pipeline with(in) the (proposed) Tahoe Bike Path...Depending on the total length of pipeline eventually (relocated[8])...District Staff estimate(d)...the District could (possibly) save upwards of $7 (million) via co-location[9] and cost sharing with TTD."

**Partnering With the TTD Insofar as Re-Locating the Phase II Portion of the Effluent Export Pipeline Project**: At the IVGID Board's November 19, 2014 meeting[10] the Board approved entering into the Interlocal Agreement Amendment[2] which would allow completion of the next steps of the (proposed shared-use path) project;" i.e., completion of a "preliminary engineering...design...plans... and the preparation of a joint environmental document that w(ould) satisfy NEPA and TRPA

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[6] See page 3 of IVGID staff's August 11, 2017 Memorandum which sought Board authorization for $1,322,600 in repairs to the effluent export pipeline. This page with an asterisk next to the quoted language is attached as Exhibit "B," at pages 265-266, of the 11/13/2019 Board packet.

[7] The estimate is attached as Exhibit "M," at pages 292-293, of the 11/13/2019 Board packet. A copy of that page is attached as Exhibit "K" to this written statement.

[8] It appears the $7 million of cost savings was premised upon essentially all 30,000 linear-feet of the District's remaining 16-inch pipe requiring replacement within the Tahoe Basin being relocated (see footnote 9 below).

[9] Although it is unclear exactly how IVGID staff were able to come up with a projected $7 million cost savings, it appears this number came from an undated cost estimate prepared by HDR Engineering [this estimate is attached is Exhibit "A," at page 371, of the packet of materials prepared by staff in anticipation of the Board's December 11, 2019 meeting {https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_12-11-19.pdf ("the 12/11/2019 Board packet")}]. Note the asterisk on this exhibit which presumes inclusion of a full six (6) miles or "30,270 (linear feet of replacement) 16-inch DIP pipe."

[10] The portion of the minutes of the Board's November 19, 2014 meeting where it "authorize(d) an amendment to the interlocal agreement with...TTD for co-location of the IVGID export pipeline with(in) the SR-28 bikeway" is attached as Exhibit "B," at page 373, of the 12/11/2019 Board packet).

environmental requirements...for the co-alignment project."[11] IVGID's cost for the portion of the analysis to be completed[9] ($300,000) allegedly offset an equivalent amount of IVGID staff's estimated $7 million in alleged co-location savings[11].

**The Subject Environmental Analysis Was Completed On/Before December of 2019[3]:**

**IVGID Staff Have Been Sitting on the Draft DEA For Six (6) or More Months:** Given Article I, ¶5 of the Interlocal Agreement Amendment[2] states "IVGID shall review all aspects of the environmental analysis, including the...joint environmental document," the TTD and staff were compelled to share the draft DEA with the Board upon its completion. But they didn't!

**The Interlocal Agreement Amendment Requires Presentation of the Final DEA to the IVGID Board:** Moreover, Article II, ¶1 of the Interlocal Agreement Amendment[2] states "the environmental analysis will be presented to the IVGID Board of Trustees...for consideration along with recommendations from staff and officers regarding the next phase of the co-alignment project."

**Why Then Have the Board and the Public Been Presented With the TTD's "Dog and Pony" Show Call to Arms Presentation[12] Instead?** Just listen to the TTD: "the timing is now for all partners." *Why haven't staff presented it to the Board and the public for consideration and recommendations regarding the next phase of the co-alignment project?*

***If IVGID Staff and the TTD Had Shared the Contents of the DEA, the Public and the Board Would Learn That Proposed Co-Location of the Phase II Portion of the Effluent Export Pipeline Project is DEAD ON ARRIVAL Because Co-Location Can Only Occur Under "Approximately 1.2 miles of State Park lands and 3.7 miles of" Lake Tahoe Bureau Management Unit ("LTBMU") Lands[13]!*** This means that rather than a full "30,270 (linear feet of replacement) 16-inch DIP pipe,"[9] relocation can *only* accommodate roughly 83% or 25,200 linear feet of replacement. *The remaining nearly 17% of replacement must take place under SR-28!* Thus ***at best, only 83% of the estimated $7 million in alleged cost savings or $5.8 million is capable of being realized because of co-location***. It also means that cost savings as a result of not having to tear up SR-28 are illusory.

**Moreover, Proposed Co-Location of the Phase II Portion of the Effluent Export Pipeline Project is *DEAD ON ARRIVAL* Because Essentially All of the Alleged Cost Savings *Have Already Been Lost*!** At pages 257-261 and 286 of the 11/13/2019 Board packet, I documented in great detail where

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[11] Note where I have placed an asterisk on the first page of that exhibit which describes the "environmental analysis," as well as IVGID's obligation to "pay for...costs up to $300,000."

[12] See pages 1-8 of the packet of materials prepared by staff in anticipation of this meeting ["the 1/29/2020 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_1-29-2020.pdf)].

[13] See page 25 of the Final DEA[3].

at least $4,811,782 of possible co-location savings *have already been lost*[14] because this sum has been spent by staff on bandaid pipeline repairs/other matters which should have been paid from the District's other alleged "committed reserve fund"[15] rather than pipeline replacement for which these funds have been collected.

Actually based upon updated information contained in the 1/29/2020 Board packet, that number is really $5,221,438. I have prepared a spreadsheet which documents those updated numbers as well as updated numbers to complete the project, and it is attached as Exhibit "B" to this written statement. Given we see that the alleged savings realized from co-location of 25,200 versus 30,270 linear feet of replaced pipeline is $5.8 million (see discussion above), contrary to TTD's representations at page 7 of the 1/29/2020 Board packet, **"undergrounding (IVGID's)...utilities under the trail (does *not*) save (IVGID any) money."**

**Moreover, Proposed Co-Location of the Phase II Portion of the Effluent Export Pipeline Project is *DEAD ON ARRIVAL* Because the TTD Has No Financial Means of Paying the Nearly $21 Million or More Necessary For its Construction**! At pages 256-257 of the 11/13/2019 Board packet, I documented where the TTD has no financial means of constructing the proposed pathway because it is reliant on grants and donations. Given on July 19, 2018 the TTD admitted in its unsuccessful application to the U.S. Department of Transportation ("USDOT") for a Better Utilizing Investments to Leverage ("BUILD") grant to fund construction of the proposed extension to a shared use pathway that $20,950,000 was necessary[16], without one or more funding sources it is going to be many, many years, if not many, many tens of years, before the TTD has the financial wherewithal to actually begin construction of the subject proposed pathway.

At page 5 of the 1/29/2020 Board packet the TTD deceitfully[17] identifies the following nine (9) "funding sources (it) *anticipate(s* receiving for its)...SR-28 corridor"[18] project: 1) Federal Lands Access Program ("FLAP") *grants*; 2) statewide ballot measure [State Question 1 ("SQ-1")] *grants*; 3) Transportation Alternative Program ("TAP") *grants*; 4) Surface Transportation Block Set-Aside ("STBG") *grants*; 5) Lake Tahoe Environmental Improvement Program ("EIP") funds; 6) IVGID Utility (Effluent Pipeline) Co-Location Matches; 7) NV Energy Utility (Power Line) Co-Location Matches; 8) §5311 Rural Area Program ("FTA 5311") *grants*; and, 9) USDA Community Facilities [fiber-optic

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[14] Also see Exhibit "C" attached hereto.

[15] According to staff, the uncommitted reserve fund is maintained "separate from the accumulated savings for the (Phase II of the) Export project" [see page 268 of the packet of materials prepared by staff in anticipation of the Board's February 27, 2013 meeting. A copy of this page with an asterisk placed next to the quoted language is attached as Exhibit "L" to this written statement].

[16] See page 256 of the 11/13/2019 Board packet.

[17] I say "deceitfully" because TTD's propaganda piece doesn't explain what these programs are, whether it has even applied for funding, and how exactly it plans on securing funding from each.

[18] See page 5 of the 1/29/2020 Board packet.

("USDA")]. On January 29, 2020 I spoke to Carl Hasty, TTD manager, to learn of the particulars of each and whether the TTD had formally applied to any for funding? Simply stated the answer was no; no applications to any of these funding sources has been made. So with that said, I have prepared an explanation of each:

**FLAP**[19]: This program was established to improve transportation facilities that provide access to, are adjacent to, or are located within Federal lands[20]. Funds are allocated among the States using a statutory formula based on road mileage, number of bridges, land area, and visitation. Projects are selected by a Programming Decision Committee (PDC) established in each State. The program is funded by contract authority from the Highway Trust Fund, it supplements State and local resources[21], and it is subject to obligation limitation.

**SQ-1**[22]: This program is part of the Conservation Bond Program which appeared as Question 1 on the State of Nevada voter's ballot; a Proposal to Issue Bonds for Conservation and Resource Protection under Assembly Bill No. 9 of the 17 the Special Session of the Legislature. Given Nevada voters passed Question 1, they authorized the State of Nevada to issue up to $200 million of general obligation bonds "to preserve water quality; protect open space, lakes, rivers, wetlands, and wildlife habitat; and, restore and improve parks, recreational areas, and historic and cultural resources." Of the total bond issue $7,250,000 in grants are available to state agencies, counties, municipalities or private nonprofit organizations for construction of recreational trails[23]. And similar to other grants, the Administrator of the Division of State Lands may require whether and to what degree applicants for such grants must match any money awarded[21].

**TAP**[24]: This program provides federal funds for community-based projects that expand travel choices and enhance the transportation experience by integrating modes and improving the cultural, historic, and environmental aspects of transportation infrastructure. TAP projects are selected via a competitive scoring process, and funding is available up to a maximum of 95 percent of a project's costs[25] with a maximum available of $750,000 per project[26]. And like other grant programs[21], the sponsor is required to provide a minimum of 5 percent of project costs as matching funds[25].

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[19] Go to https://flh.fhwa.dot.gov/programs/flap/.

[20] Remember, a good portion (3.7 miles) of the proposed pathway will be located within upon LTBMU lands[13].

[21] In other words, in this instance the TTD may be required to provide matching funds.

[22] Go to http://lands.nv.gov/resource-programs/question-1.

[23] See §2(7) of AB9 (go to http://lands.nv.gov/uploads/documents/Q1_AB9Text.pdf).

[24] Go to https://www.nevadadot.com/projects-programs/transportation-alternatives-program.

[25] See ¶V of the Program at http://www.nevadadot.com/home/showdocument?id=3291.

[26] See ¶VII of the Program at http://www.nevadadot.com/home/showdocument?id=3291.

**STBG**[24]: This program is really nothing more than a TRPA administered TAP grant program (see above) which provides federal funds for community-based projects. STBG funding is authorized by the Fixing America's Surface Transportation (FAST) Act signed into law on December 4, 2015[27]. The FAST Act converts a longstanding Surface Transportation program into the STBG program under 23 U.S.C. §133[28]. Like BUILD grants there is a project scoring process based upon evaluation criteria which is enhanced by matching funds[21].

**EIP**[29]: This program is really no program at all. Rather, it is a partnership working to achieve environmental goals of a region. Apparently local, state, and federal government agencies, private entities, scientists, the Washoe Tribe of Nevada and California have collaborated for more than 20 years with the Nevada Department of Transportation ("NDOT") to assist in the protection and restoration of the environmental health of Lake Tahoe[30]. However, there is no evidence any of these sources is committed to providing funding for projects such as the subject proposed pathway.

**FTA 5311**[31]: This program (see 49 U.S.C. §5311) makes federal funding assistance available for the development, implementation and promotion of public transportation systems in small urban and rural areas. NDOT acts as a pass-through agency providing §5311 federal funding to providers of general-public transportation services. And like other grant programs[21], the sponsor is required to provide a minimum of 5 percent of project costs as matching funds[31].

**USDA**[32]: This appears to be another grant or affordable loan funding program offered by the U.S. Department of Agriculture to develop essential community facilities in rural areas. Like BUILD and STBG grants, there is a project scoring process based upon evaluation criteria which is enhanced by the leveraging (or matching) of funds[21].

**NV Energy Utility Match**: Whatever NV Energy may elect to spend to co-locate its power lines, there is no requirement it contribute anything to construction of the subject proposed pathway *per se*.

**IVGID Utility Match**: Whatever IVGID may elect to spend to co-locate part of its effluent pipeline, there is no requirement it contribute anything to construction of the subject proposed pathway *per se*.

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[27] Go to https://www.fhwa.dot.gov/fastact/.

[28] Go to http://tahoempo.org/STBG_Program/STBG_Funding_Guidelines.052416.pdf.

[29] Go to https://www.nevadadot.com/doing-business/about-ndot/ndot-divisions/stormwater/lake-tahoe-environmental-improvement.

[30] Go to https://eip.laketahoeinfo.org/About/EipOverview.

[31] Go to https://www.nevadadot.com/mobility/transit/transit-programs.

[32] Go to https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program/nv.

**Conclusion**: As the reader can see, essentially all of these potential funding sources are based upon the award of competitive grants which require matching funds the TTD does not have. In other words, wishful thinking rather than actual anticipated receipt. Moreover, I suspect that the TTD has not actually applied for funds under *any* of these potential funding programs. Meaning that even if it were successful, actual construction of the TTD's proposed pathway is many, many years away.

**Finally, Proposed Co-Location of the Phase II Portion of the Effluent Export Pipeline Project is *DEAD ON ARRIVAL* Because IVGID Doesn't Have the Luxury of Delaying Replacement by the Many Decades Necessary For the TTD to Secure Approvals, Funding and Commencing Construction**: Based upon the amount of funding required, the uncertainty of grant application approvals, the requirement of matching funds TTD doesn't have, and the region's short construction season, it is likely decades will elapse before the TTD can move forward with its proposed pathway project. Meanwhile IVGID's cost to replace all of the pipeline necessary under the Phase II portion of the effluent export pipeline project, and the odds or more catastrophic pipeline failures, keep increasing. IVGID simply doesn't have the luxury of waiting any longer.

**Thus Unless the Board is Prepared to Bank Roll All $21 million TTD Requires For its Pathway, it's Time to Put This Pipedream to Rest**: by exercising Article II, ¶2 of the Interlocal Agreement Amendment[2]; ***TERMINATE***!

**Conclusion**: The history I have outlined above demonstrates that for years, IVGID staff have lacked the competence to replace any portion of the remaining six (6) miles of effluent pipeline requiring replacement notwithstanding we were told replacement would begin in the spring of 2015[33]. Moreover, so far staff have spent in excess of $5.2 million accumulated from rate payers for the Phase II of the Effluent Export Pipeline project on *other endeavors* (see Exhibit "B") with who knows how much more will be required on bandaid repairs. And what we were told was a $23 million project cost (see Exhibit "K") has now mushroomed to nearly $39 million (see Exhibit "B"). In other words, assuming we were to commence construction in the spring of this year[34], we would be at least $27,221,438 *short*[35]! So ***where is the money going to come from***?

Meanwhile, for some time I and others have been warning that the question isn't whether there will be another failure of the portion of the pipeline requiring replacement, but rather, *when*. Or stated differently, staff have been playing "Russian Roulette" at the public's expense. And now that "when" has arrived, where exactly are we?

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[33] According to Exhibit "L" the "construction project start date" was supposed to have been "in spring 2015." I have placed an asterisk next to the quoted language.

[34] Which could not possibly include co-location for all the reasons stated.

[35] Exhibit "B" documents that as of 2019-20, $11,552.900 will be available to pay for pipeline replacement. Given the revised $38,774,338 project cost, there is a $27,221,438 deficiency.

TTD has been using IVGID as the source of what eventually will be its matching fund obligations. We saw this as part of TTD's unsuccessful BUILD grant application[36]. We also saw this in the Interlocal Agreement Amendment[2] with IVGID providing $300,000 of the TTD's estimated $1 million DEA cost[11]. The Board needs to take charge of this project to ensure construction commences at the earliest possible time (spring of 2020). It needs to stop wasting time and money pursuing possible relocation under the TTD's proposed shared use pathway. It needs to restrict staff's use of any portion of the remaining $11,552,900 or $9,600,000 million (see Exhibit "B") staff have collected from rate payers expressly for Phase II of the effluent export pipeline project[37] because if it doesn't, staff has demonstrated it will most assuredly waste it away. The Board needs to figure out where the money is going to come from to prosecute this project because we're at least $27,221,438[35] short, and likely millions of additional dollars short assuming staff's estimates are *inaccurate* (which I and others I know believe to be the case). Finally, it needs to put to bed any notion of relocating any portion of the effluent pipeline underneath the TTD's proposed pathway so we can focus our efforts on immediate replacement!

**And You Wonder Why Our Sewer and Other Utility Rates 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!

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[36] Recall Trustee Wong's July 6, 2018 letter to the USDOT [see pages 766-767 of the packet of materials prepared by staff in anticipation of the Board's February 6, 2019 meeting ["the 2/6/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-6-19.pdf)] where she represented "IVGID has $7.5 million...available as a match for this BUILD grant."

[37] See page 286 of the 11/13/2019 Board packet.

# EXHIBIT "A"

TRPA requirements. This requires staff, chemicals, supplies, tools, equipment, and energy to perform these services.

Capital Improvement Charge

The capital improvement charge funds the replacement of water and sewer infrastructure. There are separate connection fees to new customers to buy into existing infrastructure. The capital charge is based on funding the costs of the five-year capital improvement plan with a consideration for the multi-year capital plan out a total of twenty years.

Summary of CIP Rate Changes for the Effluent Export Project

The Effluent Export Project has been the major driver in raising the sewer rates. The District currently does not have sufficient reserves to fund this project and it has been necessary to collect the funds through sewer rates in advance of the project. The District has initiated Phase II of the Effluent Export Project that includes replacing the remaining six miles of effluent export pipeline in the Tahoe Basin at a cost of $23 million and other improvements to the export system. Previous capital budgets showed that up to 75% of this work was to be funded through the Section 595 Program. Large Sewer CIP rate increases occurred in 2011, 2012, 2013, and 2014 to raise the necessary capital funds for this project. The District is still working with our Federal Legislative Advocate to secure new funding through the Section 595 program. The capital plan has been modified to show that we receive no funding for the Effluent Export Project. The District is also pursuing funding options with other project partners.

The District has worked with the Tahoe Transportation District (TTD) on the feasibility of co-locating the new section of effluent export pipeline with the Tahoe Bike Path. At the October 2014 Board of Trustees meeting, the District entered into an amendment of the existing Interlocal Agreement that would allow the completion of the next steps of the project: completion of preliminary engineering and design and conducting the necessary environmental analysis of the proposed alignment to satisfy the National Environmental Policy Act (NEPA) and the Tahoe Regional Planning Agency (TRPA) requirements.

Should TTD be able to secure funding for the final design and construction of the proposed SR-28 bikeway, District Staff estimates there will be substantial savings by co-locating the pipeline within the bikeway. Depending on the total length of pipeline eventually replaced, the District could save upwards of $7,000,000 via co-location and cost sharing with TTD over replacing the pipeline entirely within the SR-28 roadway.

# EXHIBIT "B"

## Actual Costs Export Pipeline Phase II

| Fiscal Year | Annual CIP Expenses | | Cumulative CIP Expenses | | Annual CIP Revenue | Cumulative CIP Revenue | | Project Balance | Notes |
|---|---|---|---|---|---|---|---|---|---|
| 2010-11 | $ 21,250 | 1 | $ 21,250 | | $ 400,000 | $ 400,000 | | $ 378,750 | |
| 2011-12 | $ 330,827 | 1 | $ 352,077 | | $ 750,000 | $ 1,150,000 | | $ 797,923 | |
| 2012-13 | $ 111,663 | 1 | $ 463,740 | | $ 2,000,000 | $ 3,150,000 | | $ 2,686,260 | |
| 2013-14 | $ 59,424 | 1 | $ 523,164 | | $ 2,624,338 | $ 5,774,338 | | $ 5,251,174 | |
| 2014-15 | $ 744,805 | 1 | $ 1,267,969 | | $ 2,000,000 | $ 7,774,338 | | $ 6,506,369 | |
| 2015-16 | $ 606,318 | 1 | $ 1,874,287 | | $ 2,000,000 | $ 9,774,338 | | $ 7,900,051 | |
| 2016-17 | $ 494,331 | 1 | $ 2,368,618 | | $ 2,000,000 | $ 11,774,338 | | $ 9,405,720 | |
| 2017-18 | $ 1,743,164 | 1 | $ 4,111,782 | | $ 1,000,000 | $ 12,774,338 | | $ 8,662,556 | |
| 2018-19 | $ 788,137 | 11 | $ 4,899,919 | 1 | $ 2,000,000 | $ 14,774,338 | 1 | $ 9,874,419 | |
| | $ 12,300 | 2 | $ 4,912,219 | | | | | $ 9,862,119 | Jacobs Engineering Services for Upper Pond |
| | $ 262,119 | | $ 5,174,338 | 2 | | | | $ 9,600,000 | 3 Adjusted Project Balance Carry Forward - 1/29/2020 |
| 2019-20 | $ 47,100 | 4 | $ 5,221,438 | | $ 2,000,000 | $ 16,774,338 | | $ 11,552,900 | 3,4 September 26, November 4, December 26, 2019 Repairs |
| 2020-21 | $ 6,200,000 | 5 | $ 11,421,438 | | $ 2,000,000 | $ 18,774,338 | | $ 7,352,900 | 3,5 Construction 5,067 lf of Segment 3 |
| 2021-22 | $ 6,200,000 | 5 | $ 17,621,438 | | $ 2,000,000 | $ 20,774,338 | | | |
| | $ 2,710,000 | 6 | $ 20,331,438 | | | | | $ 442,900 | 3,4 Effluent Pond Lining Project |
| 2022-23 | $ 100,000 | 3,7 | $ 20,431,438 | | $ 2,000,000 | $ 22,774,338 | | $ 2,342,900 | 3,7 2 Spot Repairs to Segment 2 |
| 2023-24 | $ - | | $ 20,431,438 | | $ 2,000,000 | $ 24,774,338 | | $ 4,342,900 | 3,7 |
| 2024-25 | $ 500,000 | 3 | $ 20,931,438 | | $ 2,000,000 | $ 26,774,338 | | $ 5,842,900 | 3,7 |
| 2025-26 | $ 17,314,000 | 3 | $ 38,245,438 | | $ 2,000,000 | $ 28,774,338 | | $ (9,471,100) | 3,8 Needed After 2025 for Segment 2 Without Co-Location |
| 2026-27 | $ - | | $ 38,245,438 | | $ 2,000,000 | $ 30,774,338 | | $ (7,471,100) | 7,9 Accumulating $2M/Year May Achieve $17.314M Needed For Segment |
| 2027-28 | $ - | | $ 38,245,438 | | $ 2,000,000 | $ 32,774,338 | | $ (5,471,100) | 7,9 Accumulating $2M/Year May Achieve $17.314M Needed For Segment |
| 2028-29 | $ - | | $ 38,245,438 | | $ 2,000,000 | $ 34,774,338 | | $ (3,471,100) | 7,9 Accumulating $2M/Year May Achieve $17.314M Needed For Segment |
| 2029-30 | $ - | | $ 38,245,438 | | $ 2,000,000 | $ 36,774,338 | | $ (1,471,100) | 7,9 Accumulating $2M/Year May Achieve $17.314M Needed For Segment |
| 2030-31 | $ - | | $ 38,245,438 | | $ 2,000,000 | $ 38,774,338 | | $ 528,900 | 7,9 Accumulating $2M/Year May Achieve $17.314M Needed For Segment |
| | | | | | | $ 23,053,300 | | | 10 Amount Estimated on May 30, 2012 For Probable Construction Costs |
| | | | | | | $ 15,721,038 | | | Costs of Delay |

1 - See Exhibit "C"
2 - See Exhibit "D"
3 - See Exhibit "E"
4 - See Exhibit "F"
5 - See Exhibit "G"
6 - Segment 3
7 - See Exhibit "H"
8 - See Exhibit "I"
9 - See Exhibit "J"
10 - See Exhibit "K"
11 - This Was the Actual Pond Liner Cost Rather Than the $700K Represented

# EXHIBIT "C"

# Export Pipeline Phase II

| | Annual CIP Expenses | Cumulative CIP Expenses | Annual CIP Revenue | Project Balance | Sewer Rate Increase |
|---|---|---|---|---|---|
| 2010-11 Fiscal Year | $21,250 | $21,250 | $400,000 | $378,750 | 3.9% |
| 2011-12 Fiscal Year | $330,827 | $352,077 | $750,000 | $797,923 | 9.4% |
| 2012-13 Fiscal Year | $111,663 | $463,740 | $2,000,000 | $2,686,260 | 9.9% |
| 2013-14 Fiscal Year | $59,424 | $523,164 | $2,624,338 | $5,251,174 | 11.1% |
| 2014-15 Fiscal Year | $744,805 | $1,267,969 | $2,000,000 | $6,506,369 | 9.1% |
| 2015-16 Fiscal Year | $606,318 | $1,874,287 | $2,000,000 | $7,900,051 | 4.0% |
| 2016-17 Fiscal Year | $494,331 | $2,368,618 | $2,000,000 | $9,405,720 | 3.8% |
| 2017-18 Fiscal Year | $1,743,164 | $4,111,782 | $1,000,000 | $8,662,556 | 3.3% |
| 2018-19 Fiscal Year | *$700,000* | $4,811,782 | *$2,000,000* | $10,056,602 | 4.0% |
| | $4,811,782 | | $14,774,338 | | |

# EXHIBIT "D"

# Effluent Export Priority Projects CIP Project Expenditures

| Vendor/Item/Description | Expenditure |
|---|---|
| HDR Engineering Services | $723,000 |
| PICA – Condition Assessment | $999,800 |
| Equipment, construction and rentals associated with PICA Condition Assessment | $334,000 |
| NDOT Contract to repair 13 sites in 2017 (BOT 08/22/2017) | $1,151,600 |
| Environmental Assessment performed by USFS for TTD Bike Path with Pipeline (BOT 11/19/2014) | $300,000 |
| Installation of Air Relief Valves on Export Pipeline | $643,400 |
| IVGID Engineering Billings 2013-19 | $895,500 |
| Export Pipeline Meters and equipment | $86,500 |
| Jacobs Engineering Services for Upper Pond TM | $12,300 |
| **2012 2019 CIP Expenses Total** | **$5,146,100** |

EXHIBIT "E"

# Effluent Export Priority Project
# Budget and Flow – Without Co-Location

| Budget Year | Annual Expenses | Annual CIP Revenue | Carry Forward |
|---|---|---|---|
| June 30, 2019 Export Project Carry Forward | | | $9,600,000 |
| 2019-20 | $100,000 | $2,000,000 | $11,500,000 |
| 2020-21 | $6,200,000 | $2,000,000 | $7,300,000 |
| 2021-22* Includes Pond | $8,910,000 | $2,000,000 | $390,000 |
| 2022-23 | $0 | $2,000,000 | $2,390,000 |
| 2023-24 | $0 | $2,000,000 | $4,390,000 |
| 2024-25 | $500,000 | $2,000,000 | $5,890,000 |
| | $15,710,000 | $12,000,000 | |
| $17,314,000 needed for Segment 2 Construction after 2025 | | | |

Segment 3 would be replaced in 2 years. 17,314 of Segment 2 to be replaced in future.
Segment 2 would be rescheduled for condition assessment and future replacement.

# EXHIBIT "F"

# Segment 3 – Fall 2019 Leaks

- September 26 – Repair Cost $17,200
- November 5 – Repair Cost $23,500
- December 26 – Repair Cost $6,400
- Operating Expense in Sewer Fund
- First pipeline leaks in 2 years, since completed repairs to Segment 3 in Fall 2017.

# EXHIBIT "G"

# Effluent Export Priority Projects Accelerated Project Schedule

- 2020 - Design and Permitting minimum of 5,067 lf of Segment 3 and Segment 2 spot repairs
- 2020 - Design and Permitting of Pond Lining Project
- 2021 – Construction of 5,067 lf of Segment 3 *
- 2021 – Construction of Pond Lining Project
- 2022 and Beyond– Pipeline Replacement schedule based on Board Direction of Co-location participation

# EXHIBIT "H"

# Effluent Pond Lining Project

- Schedule
  - March 13, 2018, Scope of Engineering Services with CH2M Hill for WRRF Effluent Storage Management
  - September 28, 2018, WRRF Effluent Storage Alternative Analysis (Final Draft)
  - February 27, 2019 – Board approves submitting Scope of Work and Certificate of Authority and Certification Regarding Lobbying to the US Army Corps for Section 595 Funding Consideration.
  - Project Estimate = $2,710,000

EXHIBIT "I"

# Effluent Export Priority Project without Co-location Construction Budget Estimate

| Segment Section and Length | Bike Path Phase | Budget Estimate per Foot | Budget Estimate for Segment Section |
|---|---|---|---|
| Segment 3<br>12,385 lf<br>2021 – 23 | None | $1,000 / lf | $12,385,000 |
| Segment 2<br>2 x Spot Repairs<br>2021 – 23 | None | $50,000 each | $100,000 |
| Segment 2<br>17,314 lf<br>After 2026 | None | $1,000 / lf | $17,314,000 |
| This table does not include Effluent Pond Lining $2.7 million project estimate | | **Total Phase 1** | **$12,485,000** |
| | | **Total Phase 2** | **$17,314,000** |
| | | **Total all Phases** | **$29,799,000** |

# EXHIBIT "J"

# Effluent Export Priority Project Funding Alternatives

- Funding shortfall without co-location and without US Army Corps Section 595
- $2 million per year provides debt service for $16 million Bond at 4% interest over 10 years.
- Accumulating $2 million per year may achieve the $17,314,000 needed in 2031 for Segment 2
- Perform future condition assessment on Segment 2 and repair Segment 2 to extend life

EXHIBIT "K"

## CONCEPTUAL PROJECT BUDGET

Attached is the HDR May 30, 2012 - Estimate of Probably Construction Cost for the 16 inch Effluent Pipeline. This estimate assumes a 2021 construction start date with 4% escalation.

## ESTIMATED FISCAL YEAR (FY) BUDGET

| FY 2020 | Estimated Cost |
|---|---|
| IVGID Administrative Costs | $256,100 |
| Design | $1,280,800 |
| **Subtotal** | **$1,536,900** |
| **FY 2021** | |
| IVGID Administrative Costs | $256,100 |
| Construction Administration & Management | $320,000 |
| Construction | $4,803,000 |
| **Subtotal** | **$5,379,100** |
| **FY 2022** | |
| IVGID Administrative Costs | $256,100 |
| Construction Administration & Management | $320,000 |
| Construction | $4,803,000 |
| **Subtotal** | **$5,379,100** |
| **FY 2023** | |
| IVGID Administrative Costs | $256,100 |
| Construction Administration & Management | $320,000 |
| Construction | $4,803,000 |
| **Subtotal** | **$5,379,100** |
| **FY 2023** | |
| IVGID Administrative Costs | $256,100 |
| Construction Administration & Management | $320,000 |
| Construction | $4,803,000 |
| **Subtotal** | **$5,379,100** |
| **Total** | **$23,053,300** |

*numbers are rounded

## PROJECT LOCAL SHARE

IVGID presently has sufficient funds in Utility Fund Reserves to provide the necessary project local share.

HDR

# Computation

| | | | |
|---|---|---|---|
| *Project* | IVGID Export Pipeline Project, Phase II | *Computed* | HDR |
| *Subject* | Estimate of Probable Construction Cost - 16 inch Effluent Pipeline | *Date* | 5/30/2012 |
| *Task* | PreDesign Cost Estimate - Singe Bid | *Reviewed* | IVGID |
| *Start* | 2021 construction start with assumed 4% escalation | *Date* | 6/4/2012 |

| | QUANTITY | UNITS | UNIT PRICE | TOTAL COST |
|---|---|---|---|---|
| DIVISION 1 - GENERAL REQUIREMENTS | | | | |
| Mobilization and Demobilization (10%) | 1 | LS | $1,311,829 | $1,311,829 |
| Insurance and Bonds (3%) | 1 | LS | $393,549 | $393,549 |
| SUBTOTAL | | | | $1,705,377 |
| | | | | |
| DIVISION 2 - SITE WORK | | | | |
| Mitigation and Environmental Controls | 1 | LS | $250,000 | $250,000 |
| Asphalt Cutting | 59,400 | LF | $3.95 | $234,499 |
| Repaving - Trench Section | 178,200 | SF | $5.26 | $937,996 |
| Asphalt Overlay (1 inch open-graded) and Rotamill | 356,400 | SF | $1.32 | $468,998 |
| Asphalt Stripping | 59,400 | LF | $0.99 | $58,625 |
| Excavation (Soil) | 21,945 | CY | $32.90 | $721,955 |
| Excavation (Rocks) | 1,155 | CY | $789.56 | $911,941 |
| Hauling and Disposal (Soil and Rocks) | 14,135 | CY | $23.69 | $334,815 |
| Shoring | 29,700 | LF | $10.55 | $312,665 |
| Backfill and Compaction (Intermediate) | 8,965 | CY | $59.22 | $530,880 |
| Backfill and Compaction (Initial Backfill) | 4,619 | CY | $59.22 | $273,498 |
| Bedding Material | 1,100 | CY | $59.22 | $65,139 |
| Aggregate Base | 3,300 | CY | $59.22 | $195,416 |
| Grout Existing Effluent Pipeline | 1,816 | CY | $296.08 | $537,817 |
| Traffic Control | 1 | LS | $200,000.00 | $200,000 |
| Blow off Valves (Installation and Miscell.) | 5 | EACH | $986.95 | $4,935 |
| AVRV manholes | 11 | EACH | $3,947.80 | $43,426 |
| SUBTOTAL | | | | $6,082,599 |
| | | | | |
| DIVISION 3 - CONCRETE | | | | |
| Concrete Pipe Cover | 1,650 | CY | $263.19 | $434,257 |
| SUBTOTAL | | | | $434,257 |
| | | | | |
| DIVISION 15 - MECHANICAL | | | | |
| PIPES | | | | |
| 8 inch DI (Blowoff) | 75 | LF | $105.27 | $7,896 |
| 2 inch HDPE pipe | 176 | LF | $6.58 | $1,158 |
| 16-inch DIP Pipe | 29,700 | LF | $210.55 | $6,253,308 |
| FITTINGS | | | | |
| DIP Fittings (Assume 3% of Pipe Cost) | 1 | LS | $188,000 | $188,000 |
| VALVES | | | | |
| 2 inch AVRV | 11 | EACH | $2,631.86 | $28,950 |
| 2 inch Gate Valve | 11 | EACH | $197.39 | $2,171 |
| 8 inch Gate Valve (Blowoff) | 5 | EACH | $1,315.93 | $6,580 |
| 16 inch Butterfly Valves | 2 | EACH | $5,263.73 | $10,527 |
| | | | | |
| Valve Boxes (Blowoff) | 10 | EACH | $657.97 | $6,580 |
| Valve Extension Rod and Casing (Blowoff) | 5 | EACH | $986.95 | $4,935 |
| | | | | |
| Tie-in | 2 | EACH | $6,579.66 | $13,159 |
| Pipeline Pressure Testing | 29,700 | LF | $2.63 | $78,166 |
| SUBTOTAL | | | | $6,601,430 |
| | | | | |
| Subtotal 1 (Division Total) | | | | $14,823,664 |
| Contractor Overhead and Profit (8% of Subtotal 1) | | | | $1,185,893 |
| Subtotal 2 | | | | $16,009,557 |
| Construction Contingencies (20% of Subtotal 2) | | | | $3,201,911 |
| Design (8% of Subtotal 2) | | | | $1,280,765 |
| Administrative Costs (8% of Subtotal 2) | | | | $1,280,765 |
| Construction Management (8% of Subtotal 2) | | | | $1,280,765 |
| Subtotal 3 | | | | $23,053,763 |
| | | | | |
| TOTAL ESTIMATED PROJECT COST | | | | $23,053,763 |

# EXHIBIT "L"

Capital Revenues and Expenses

The capital expense is the current five year capital plan that is being developed as part of the budget process. The five year expenses and revenues are presented in the following table. The capital revenue is the summation of monthly capital fees collected in the utility rates, connection fees, and interest income and increases by approximately 9.1% per year averaged over 5 years. The capital expense is the capital improvement projects net of grants and debt proceeds. The five year impact is to balance revenues and expenses. Beginning in year three we expect to begin re-building the uncommitted reserve fund.

| 5-Year Plan | 2013-14 | 2014-15 | 2015-16 | 2016-17 | 2017-18 | 5-Yr Sum |
|---|---|---|---|---|---|---|
| Capital Revenue | 3,918,000 | 4,588,000 | 4,786,000 | 4,992,000 | 5,207,000 | $23,491,000 |
| Capital Expense | (4,547,000) | (5,058,000) | (3,996,000) | (4,762,000) | (4,843,000) | ($23,206,000) |
| | | | | | **Subtotal** | **$285,000** |

There are several important points to remember in the estimate of capital expenses. The capital expenses assume that we spend 100% of all capital budgets. The Effluent Export Project has also been adjusted with the assumption that we will not receive Section 595 funding which increases our capital costs. The large rate increases will occur in capital and primarily in sewer in 2013 and 2014.

With the 2012-13 budget year, Public Works began accumulating $2,000,000 per year in savings for the construction of the Effluent Export Project. We expect to have accumulated a total of $6,000,000 by the construction project start date in spring 2015 while also continuing to collect $2 million annually for this critical project.

The reserve balance is a critical fund to be managed in Public Works. At this time, there are several large variables mentioned above that can significantly swing the reserve balance. The amount of the bonding will be adjusted to assure the reserve fund remains at a prudent balance while also considering the costs of borrowing, the economic conditions in Nevada and the susceptibility of the funds. The uncommitted reserve fund, separate from the accumulated savings for the Export Project, is currently scheduled to be less than the Policy target for the next five years. The current goal is to keep the uncommitted reserve fund above $2.5 million.

**WRITTEN STATEMENT REQUESTED TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS JANUARY 29, 2020 REGULAR IVGID BOARD MEETING – AGENDA ITEM F(1) – JOE POMROY'S DISCUSSION OF PHASE II OF THE EFFLUENT EXPORT PIPELINE PROJECT**

Place Pendi[illegible] Holder Pendi[illegible] of Submitted Complete Statement

**Introduction**: For some ten (10) or more years now I have been criticizing much of our senior staff as lacking competence, concealing material facts from the Board and the public, being grossly overpaid and over compensated, and being the willing product of "the IVGID culture."[1] And now we have another example. Staff's handling of the Phase II of the Effluent Export Pipeline project ("the project") have been abysmal. For the facts which follow, we can no longer assign prosecution of the project to staff. The time has come to retain a truly professional and competent outside project management firm to take over prosecution of this and likely other major projects. Moreover, since the funds to prosecute the project by and large come from the sewer rates local residents are charged by IVGID, and those rates are unfairly skewed in IVGID's favor, for similar reasons we must take away utility rate study responsibilities from staff and retain a truly professional and competent outside consulting firm which specializes in these studies. These are the purposes of this written statement.

**Some Examples of Staff's Incompetence**: just so the reader doesn't think I am unjustified in my criticism:

**The Diamond Peak Skier Services Building**: Some eight (8) or more years ago IVGID constructed the Diamond Peak Skier Services Building at a cost to local property owners of some $7.5 million or more. Prior to starting construction, our staff did not discover that the proposed footprint for that building sat on top of a deteriorating storm drain originating above the upper parking lot. During foundation excavation the storm drain was discovered. So how was it addressed?

Rather than sharing the truth with the public, staff went back to the District's civil engineers asking they move the footprint for the building so it wouldn't be constructed over the storm drain. This way staff could kick the deteriorating storm drain issue can down the road to be addressed later and at a much higher cost.

**The Diamond Peak Storm Drainage Culvert**: What I coined "the culvert to nowhere."

**Ski Way Northeast of the Intersection With First Green**:

**Sale of Treated Effluent Waste Water**:

**Sale of Treated Unbuildable Lots Acquired For Open Space**:

**Electric Vehicle Charging Stations**:

**Solid Waste Franchise Agreement**:

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[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.

Margaret Martini

Public Comment at Board of Trustees Meeting on January 29, 2020 – To be included with the Minutes

- Since 2016, District Management did not increase utility rates for capital projects and left the budget at approximately $4,800,000 per year.
- The staff had to know there weren't adequate funds to support required infrastructure improvements.
- They knew they needed to set aside $2,000,000 per year for the 6 miles of effluent pipeline but spent the money on other things.
- They knew they needed $500,000 per year for debt service.
- They knew they needed at least $500,000 per year for equipment purchases.
- They knew they needed at least $1,200,000 per year to replace 6 miles of water lines over 15 years.
- They knew there was only $800,000 remaining each year for all other infrastructure needs.
- They knew in 2014, the Nevada Department of Environmental Protection required a waste water pond to be lined but provided no budget for the $2,700,000 project.
- They knew they needed new air pressure release valves installed along the 21 miles of effluent pipeline but provided no budget for the $643,000 in costs.
- They knew co-locating the effluent pipeline with the Tahoe Transportation District bike path was a long shot but spent $300,000 for an environmental study, but provided no budget.
- They knew they had to spend over $2,000,000 to assess the condition of the failing effluent pipeline but provided no budget.
- They knew they had to spend $1,500,000 to replace a mere 1,080 feet of the effluent pipeline to satisfy the consent order of the Nevada Department of Environmental Protection but never provided a budget for the work.
- Rather than line the waste water pond as NDEP required in 2014, they spent $833,000 on improving the Treatment Plant and purchasing pumping equipment.
- And what else did they do? They spent $1,721,000 for a truck storage building which was unnecessary.
- And they spent $225,000 on unnecessary crew quarters.

How has this ended up? Reserves are GONE and we are faced with a new budget for the Effluent Pipeline going from $23 million to $38 million where $16 million was to be set aside but we have less than $10 million.

Utility rates will have to go up a bunch. Our citizens deserve better management!

January 29, 2020 IVGID BOT Meeting Public Comments
By Linda Newman – to be included with the Meeting Minutes

Tonight we are confronted with a fiasco of major proportions. Through IVGID's gross operational and financial mismanagement and defective judgments we are confronted with the insolvency of our utility fund, a threat to our health and safety and the endangerment of Lake Tahoe. Although it was determined in 2011 that it was prudent to begin the replacement of six miles of our aging effluent pipeline at a cost of $23 million over the next ten years –we face 2020 with the consequences of negligent inaction, repurposing of money collected for the pipeline's replacement, a utility fund that is underwater and a litany of dream financing to provide excuses for unnecessary delays.

In one short year the estimate for the pipeline replacement has soared from $23 million to $38 million. The latter includes the cost of lining the emergency storage pond and incurring additional 2019 costs. Staff projections also extend the completion of the pipeline from the original 2023 time frame to somewhere past 2031. In 2011 through 2014 our base utility rates have increased 10% annually and 4% thereafter. Beginning in 2013 our CIP charges more than doubled to collect the $2 million annually for the ten years which along with the interest on the money would provide us with all $23 million needed to replace all six miles. At the end of fiscal year 2019 we should have had $14 million plus interest. We don't. According to the CAFR we only have $9.6 million. $4.5 million has been repurposed for inspections, condition assessments, expensive temporary repairs and other projects. To further complicate our predicament, the Utility Fund does not have adequate working capital nor set aside money for multi-year capital projects to meet Board Policy 19.1 and Practice 19.2. We have a $600 million utility infrastructure and do not have an adequate amount of funds to support it.

A famed philosopher once said that those who don't learn from history are condemned to repeat it. As citizens, we will not accept another decade of failure. Although we can't fire our government, we can demand an independent expert be hired immediately to take over this project from start to finish. This engagement should include identifying the best sources of funding to expediently complete the pond lining and replacement of the 6 miles. We can also demand the engagement of a financial professional to completely overhaul the accounting and reporting for the Utility Fund to enforce compliance with all Statutes and GASB statements to ensure that if it is feasible we can finance the entire project by issuing a tax exempt municipal bond at currently low interest rates.

Distributed by Trustee Schmitz

Time Line and Activities – Effluent Pipeline

2009

Major leak $225,000 repair (page 251 of Board packet)

2011

30,000 Linear Feet (LF) in SR28 to be replaced

Prudent to begin replacement of 6 miles @ $23M in the next 10 years

District to fund 25% of project per 595 program

Rates adjusted to collect the needed $5.75M (25% of $23M)

Expended $367,000 in preliminary engineering report

2012

Rates continue to increase to account for the 595 program only covering 55% of the project instead of the assumed 75%. This changes the District's responsibility to $10.35M.

Began working with TTD on the feasibility of co-locating the pipeline.

Expended $96,000 for preliminary engineering and condition assessment "technology"

2013

Major rate increase to cover 100% of the project costs ($23M)

Began collecting $2M/year

Expended $118,750 (District's portion of a $475,000 project) on engineering for Phase II of the pipeline

2014

Catastrophic break with 135,000 gallons released (Costs to repair ?)

Pond decommissioned

NDEP required a plan to evaluate and repair or replace the pipeline

Amended the TTD Interlocal agreement to allow completions of the preliminary engineering and design and conducting the environmental analysis.

Expended $515,000 on the PICA condition assessment

Expended $90,000 on design of launch and extraction facilities

Expended $102,000 in parts, $43,000 for construction, and $39,000 for rentals and transport all related to the launch and retrieval facilities.

Expended $300,000 on the USFS/TTD environmental assessment

2015

Staff reported depending on the total length of the pipeline, the District could save up to $7M by co-locating and cost sharing instead of replacing the ENTIRE pipeline under SR28 (page 253 of Board packet).

Have $6M. 8 more years are needed at $2M/yr to complete the project (6 miles) by 2022 page 253 of Board packet). Then lowering the CIP charges to rate payers.

"Initiated" phase II (top of page 253 in Board packet)

Pursuing funding options with other project partners

Conducted a condition assessment as required by NDEP

- Segment 2 was not assessed (but required by NDEP). Repairs were required.
- Segment 3 had 131 mid-body defects. 13 identified as needing immediate repair.
- Segment 3 had 18 joint anomalies. Three to be removed.

Expended $24,000 on the launch and extraction facilities, $39,000 for construction, and $49,000 for rentals and transport related to the condition assessment

2016

Makes same statements (page 254 of Board packet) as 2015

Expended $85,000 to design of 13 repair sites as identified by the 2015 PICA assessment

2017

District will have $10M to begin construction in early 2017 (page 254 of Board packet)

The $2M sewer CIP will not go toward the Effluent Pipeline project but instead be used to construct the effluent storage pond and other priorities.

No leaks to date in Segment 2

Numerous leaks and two catastrophic failures in Segment 3 (the 6 miles identified to be replaced by 2022).

Total cost for Segment 2 & 3 replacement is $23M

Replaced 13 pipeline sections over 2.5 miles for a cost of $1.323M per page 286 of Board packet however page 61 states is as $1,151,600)

2018 – 2019

Complete condition analysis (segment 2 was not done in 2017) and project scoping for the Effluent Pipeline Phase II (stated as being "initiated" in 2015 and stated to be complete by 2022).

- Additional PICA assessment costs of $484,800 (a total of $999,800 spent on PICA in 2014 and 2018). Expended $22,000 for the assessment of the 2018 PICA data. (Pages 52 and 53 of Board packet. Totals of $723,000 to HDR and $999,800 to PICA from 2011-2019) . Expended $15,000 for rentals, $13,000 for parts, $10,000 for miscellaneous supplies, office services and surveying for a total of $334,000 on equipment and construction related to the condition assessment. The total comes to $2,056,800 total expended related to the condition assessment. (page 55 of Board packet)
- 2 defects needing "near term" repair in Segment 2 (within 0-5 years)
- 14 additional defects identified for "near term" repair in Segment 3 (0-5 years). This is only 1 year after the prior assessment on Segment 3 where 13 repairs were required.

With the complete pipeline analysis, the NDEP requirements were fulfilled in May 2019 (order given in 2014). 5 years to do analysis and immediate repairs.

Leaks in Segment 3 requiring repair in 2019 totaled $47,100

OTHER EXPENSES NOT CALLED OUT BY YEAR INCLUDE (page 61):

Air relief valves for $643,400

IVGID engineering from 2013-2019 totaling $895,500

Pipeline meters for $86,500

Jacobs Engineering for services related to the upper pond for $12,300

TOTAL EXPENDITURES = $5,146,100

This detailed list of costs per year = $5,383,950 (includes 2009 repair)

Pipeline Costs per timeline

| | |
|---|---|
| 2009 | 225,000 |
| 2011 | 367,000 |
| 2012 | 96,000 |
| 2013 | 118,750 |
| 2014 | 999,000 |
| 2015 | 112,000 |
| 2016 | 85,000 |
| 2017 | 1,151,600 |
| 2018 | 544,800 |
| 2019 | 47,100 |
| OTHER | 1,637,700 |
| **TOTAL** | **5,383,950** |
| remove 2009 | 225,000 |
| | **5,158,950** |
| IVGID number | 5,146,100 |
| difference | 12,850 |

What we should have 15M

# MINUTES

## REGULAR MEETING OF FEBRUARY 12, 2020
## Incline Village General Improvement District

The regular meeting of the Board of Trustees of the Incline Village General Improvement District was called to order by Chairman Tim Callicrate on Wednesday, February 12, 2020 at 6:00 p.m. at the Chateau located at 955 Fairway Boulevard, Incline Village, Nevada.

## A. PLEDGE OF ALLEGIANCE*

The pledge of allegiance was recited.

## B. ROLL CALL OF THE IVGID BOARD OF TRUSTEES*

On roll call, present were Trustees Peter Morris, Tim Callicrate, Sara Schmitz, and Kendra Wong. Trustee Matthew Dent was absent (he was out sick).

Also present were District Staff Members Director of Public Works Joe Pomroy, Director of Human Resources Dee Carey, Engineering Manager Nathan Chorey, Diamond Peak Ski Resort General Manager Mike Bandelin and Director of Golf/ Community Services Darren Howard.

Members of the public present were Pete Todoroff, Michael Brothers, Denise Davis, Linda Newman, Mark Alexander, Wayne Ford, Steve Dolan, Joe Schulz, Aaron Katz, Judith Miller, and others.

(37 individuals in attendance at the start of the meeting which includes Trustees, Staff, and members of the public.)

Chairman Callicrate made several announcements regarding what this meeting is, protocol, ways to contact Staff, etc.

## C. PUBLIC COMMENTS

Rowen Chapman said that he supports Protect Our Winters (POW) because he wants to keep skiing at Diamond Peak and because with climate change there isn't going to be as much snow to ski on.

Pete Todoroff said that next Friday is his community meeting and that at the last forum meeting, he had Tim Carlson come in. He is working with the Hyatt on workforce housing and while this is a small dent, he is the only person he has ever met that is addressing something that we need in this community. If we don't address it, we won't have workers. This is a major, major thing and he has been

working with this gentleman for several years. He has good ideas so come to the forum and have a nice chat about it. This is something this community needs more than anything.

Courtney Wallpe said she is a resident of over twenty years and it is her understanding that Diamond Peak is thinking about becoming a member of POW. She is very concerned as she knows that our town is dependent on the skiing industry and while we have a phenomenal summer, we need the tourists to sustain the businesses, schools, population, etc. It is time for us to depoliticize climate change. We are passing out information about a bipartisan act which is less political so it is important to join and endorse that act.

Linda Newman read from a submitted written statement which is attached hereto.

Aaron Katz said he has four written statements to be submitted with the minutes. He is objecting to Item G.1. being on the Consent Calendar and is hopeful that it will be removed or deferred to another meeting. POW – it is a wonderful organization with wonderful ideas to save the planet however it has nothing to do with us. To say that it ties in with District's Strategic Plan is garbage. There is another problem related to the District's Strategic Plan, it needs a lot of work done on it. What is a general improvement district, what are its power, what are the powers of IVGID, and what are the things it can't do and shouldn't do. Our Staff has no clue and has no answer to any of these questions. Rather they go chasing after every Tom, Dick and Harry idea. He read the POW site and it is promoting a political change such as let's get people into office with democratic ideas for change. It is the same thing with STOKE and we are paying for this with our taxes and if aren't paying for it with our taxes then we are paying for it with the Recreation Fee which is supposed to be for our recreation and he has said it over and over again as we have the same problem. Let's hire a consultant to do an investigation on what is a GID, what are its powers, what we can do and can't do, etc. so we can educate our Staff.

Judith Miller said she would like to start on a positive note; she noticed that the Board packet is a searchable packet which makes life so much easier and said thank you to the Interim District General Manager and Board Chairman for doing as suggested. We are bringing more of our concerns to the Interim District General Manager as he has been very good and responsive. One of the things that she made a request for is using the audio visual equipment when we make public comment as she thinks that sometimes if the public was able to have a document or graph projected it would make it so much quicker when the Board could all see it in a second. If we could somehow bring a thumb drive or a PDF file that this would be something that is informative for the Board and easier to see. An example

of that would be, anticipating the going through the District's Strategic Plan, she made a document and put it into Word and she used Word's review feature to make redlines, etc. but the comments are so small that if she was able to give the Board a PDF and it could be blown up on the screen, it would make it easier for everyone. The general idea is for the audio visual and to see if that could be made available for the public to use. Washoe County has a slick gadget that we know how to use already and it is available for use by the public. It would good for Staff as the public would give you a PDF and then you would have that file so please give that some thought.

Kira Baker said that she has been a resident of Incline Village for three years and has worked at Diamond Peak for just as long. She is in support of the POW movement and thinks it would be a great opportunity for Diamond Peak to get involved with the climate change crisis. We need to cut out climate change as there is no snow and we need snow because we need snow to ski and support this town and because she would like to keep working at Diamond Peak.

Lauren Sandberg said that she has been in Incline Village for her entire life and that she has been on the Diamond Peak Ski Team for just as long as she has been skiing since she was two years old. She supports the POW Alliance and the act for Energy Innovation as it is very important to take more climate change action as she has been personally affected by climate change. The snow is melting at a fast rate and she loves skiing. She wants to keep skiing and wants the next generation to be able to do so thus it is very important to take action.

Zachary Wallpe said that he has lived in Incline Village his entire life and he loves it here. When people ask him where would he like to vacation, his answer is generally okay but that he really loves it here and doesn't want to ever leave. This year there have been things that he doesn't like. His family makes a sledding hill in their back yard and then that is where they have birthday parties, etc. This year, they haven't been able to have a sledding hill. He is also an employee at Diamond Peak and they have seen barely any snow; there is no snow on the roads or in the trees – this is not Tahoe in the wintertime. The POW Alliance is progressive and it shouldn't be politicized and we need to do something. We can take it or go ahead with nothing. It is really important to take those small steps and then better options will come along. He fully supports Diamond Peak teaming with the POW Alliance.

Caroline Sandberg said that she has been in Incline Village since she was two years old and that she has been skiing at Diamond Peak just as long. She is really proud to know that Diamond Peak is joining POW and the Energy Innovation. It is a real issue and we need to support it as it is really going to affect her generation. She loves to ski and she would love to see her kids ski but that won't happen if we

hold off. These are two things that are not too hard for Diamond Peak to do so push forward and show support for the climate crisis. Thank you so much and please consider.

Lesley Chapman said that she has been a resident for ten years and that she is really glad that Diamond Peak is connecting with POW as well as the Energy Innovation which is non-political. We have to be stewards of our environment and be an example for kids by taking action who want to do something for our earth and environment. We will be in big trouble if we don't do something now.

Rick Chapman said that he has lived here for ten years and that it is a wonderful place to live. He would like to make a general statement about climate change – he personally finds statements like save the world and roll of the eyes a little outdated because it is not where we are at. He does find great, great excitement in this world and one thing that can bring all of us together is the concern for climate change and he says that not from a perspective of ignorance. The universe and planets are ever evolving and we can see nature's evolution. Look to the science and listen about the rate that things are changing and seeing the evidence that we are having an impact and that the industrial revolution did indeed have an impact. Tae action as a human being to slow down something that we have accelerated and really bond together. Diamond Peak is considering endorsing the Energy Innovation Act which is a bipartisan bill and it is very safe for an organization like Diamond Peak or IVGID to get behind as it is not political and its smart so please read about it. On the POW issue, also endorse them in getting them connected and he does that only because it is a more liberal perspective; it is a good thing to read about.

Steve Dolan said that he has been here for thirty years and that there has been three topics that have come up. Regarding Mr. Carlson and the change of living space, it is a great idea. When he was in the Bay area, he did a lot of that and it is a great way to get higher density. One of the cautions he has, and he spoke minimally with Mr. Carlson, was how to deal with the short term rentals. If we want to allow higher density, then we should have some verbiage about subletting however he is hopeful that it will be banned. The second thing is hearing how expensive everything is and hiring a consultant to figure things out which is not the process. Lastly, he agrees with the speakers earlier that came in mass and he agrees with them one hundred percent. He believes in the theory so let's think globally and act locally by supporting POW; it is interesting that it sounds like powder and that is what we are all looking for.

Hearing no further public comments, Chairman Callicrate closed this item.

Chairman Callicrate said that it was refreshing to see new folks here and that it is so welcome especially with what is going on and in seeing your involvement. This is an opportunity for you to take part in your local government and he then thanked the parents for bringing them to the meeting. Hang in there as he has seen it much drier and much more dismal; thanks again.

Trustee Schmitz said that she would also like to commend the youth as you are our future and that she appreciates you being engaged and involved. This touches on a movement that is a global effort and there are things that can be done in our own backyard so e-mail her as she would love for all of you to be involved with the trash so e-mail her to help in addressing local issues.

## D. APPROVAL OF AGENDA *(for possible action)*

Interim District General Manager Winquest said that he wanted to clarify something about the Strategic Plan and that is to apologize to the Board and the community. Staff did ask for a review and we have had a lot going on. Staff got no feedback and thus the item was put on the Consent Calendar. His recommendation is to pull it off of the Consent Calendar and pull it off of the agenda in its entirety and then wait until our new Director of Finance gets here and have a workshop at that time. Chairman Callicrate said that he missed that too and that a workshop sounds like a great idea – it is pulled, in its entirety, from the agenda.

Chairman Callicrate said that on General Business Item H.2. there has been some discussion on some of the words that were used and that is just a heads up. Also, at the last meeting, he went out for some public comment, and in the future, we will need to post what General Business items we will be taking public comment on so it will state where public comments will be solicited within the General Business Item so no one is caught by surprise.

Trustee Morris made a motion for a flexible agenda and remove item G.1. in its entirety. Trustee Wong seconded the motion. Chairman Callicrate called the question and the motion was passed unanimously.

## E. DISTRICT STAFF UPDATE *(for discussion only)*

### E.1. Interim District General Manager Indra Winquest

Interim District General Manager Winquest went over his submitted report.

Trustee Morris asked if the Interim District General Manager has settled on a pool advisory group and if you could let the Board know who is going to be on that group. Interim District General Manager Winquest said yes and that he is still reaching out to a couple of folks and that one Board member will be on that team.

Trustee Schmitz asked for a quick update on where we are with the USACE and the Diamond Peak lease situation. Interim District General Manager Winquest said that Staff has reached out to the USACE in the past few days and the agreement is with their Legal Counsel; Staff and Mr. Faust continue to be in touch.

Chairman Callicrate asked about the lease with the USFS. Trustee Wong said it is a special use permit. Interim District General Manager Winquest said, regarding the special use permit, we have re-engaged with the USFS staff and there hasn't been a lot of movement with their Staff as they are waiting for some documentation so he doesn't have much of an update. He will work with the Diamond Peak Ski Resort General Manager and will update the Board as conversations progress.

Trustee Wong asked what the District is proposing to do with POW or other agencies. Interim District General Manager Winquest said they do have some support in the community however he has not had the chance to review the information so he has put everything on pause. As we are a community owned ski resort, he thinks that whatever we want to do needs to be presented to the Board. Presently, he is working with Staff on making a decision about our involvement. Chairman Callicrate said that is a prudent way to move forward.

## F. REPORTS TO THE BOARD OF TRUSTEES*

1. Verbal Report by the Audit Committee Chair *(to be elected at the 4:30 p.m. Audit Committee Meeting)*

Chairman Callicrate said that the Audit Committee met at 4:30 p.m. today and that they chose Trustee Dent as the Chairman.

Trustee Morris asked if there were any decisions or motions made at the Audit Committee meeting.

Chairman Callicrate said they do have some items that are moving forward and in discussion such as maybe revision Policy 15.1.0 and incorporating

the charter that Trustee Schmitz obtained from Washoe County. We are going to work through the charter to make certain the terminology is appropriate and we have a to do list to come back with any recommendations by February 19. There was also a discussion about the District's whistleblower program and working with our Director of Human Resources and Interim District General Manager so we have a whistleblower program that is conducive for anyone working within the District to be more transparent, tightening it up, getting it out there so all employees are aware of it, and then refreshing that as new employees come on board. The Interim District General Manager was very clear about ongoing training. There was also a discussion about how we are going to proceed with our auditing firm and determining what they are going to do about answering questions and adjunct to that is the scope of work for the upcoming audit for fiscal year ending 2020. We did discuss the five agenda items that were posted and we decided that we wanted to include our third member so we have tentatively scheduled March 4 for another Audit Committee meeting and if that doesn't work, then it would be March 11 before our next Board meeting.

District General Counsel Menchetti said that they also accepted the meeting minutes as presented as the District Clerk noted that there had been on objections to them so they were accepted. Chairman Callicrate said that the Audit Committee could not approve the minutes since none of them were a part of it but that the District Clerk said there had been no objections to them so we accepted them as submitted; we, as non-members, couldn't approve them.

## G. CONSENT CALENDAR (*for possible action*)

### G.1. Adoption of 2020/2022 District Strategic Plan *(removed from the agenda in its entirety)*

### G.2. Set date and time for Public Hearing for the 2020/2021 Budget and Recreation Roll for Wednesday, May 27, 2020, 6:00 p.m.

Trustee Wong made a motion to approve the amended Consent Calendar; Trustee Morris seconded the motion. Chairman Callicrate called the question and the motion was passed unanimously.

Chairman Callicrate called for a break at 6:46 p.m., the Board reconvened at 6:55 p.m.

## H. GENERAL BUSINESS (*for possible action*)

### H.1. Review, discuss and possibly approve the Board Chairman to work with the Interim District General Manager on an employment contract that is mutually acceptable (Requesting Trustee: Chairman Tim Callicrate)

Chairman Callicrate said, referencing agenda packet page 30, that he would like to have the Board's blessing so to speak on moving forward to enter into contract negotiations that will have to be brought back to the Board after Counsel review.

Trustee Wong said that she supports this moving forward and that she would like to see some sort of retroactive pay with the former District General Manager leaving and working with our Controller to see what that delta is.

Trustee Morris said this is definitely something we should move forward with and that he has no negatives about this as it is time to do it.

Trustee Schmitz said that she agrees that we need to move forward with this and that she met with the Interim District General Manager today and one of the things that she thinks would be advantageous is to have one year of specific objectives so we have a focus of what we want to deliver such as the effluent pipeline, pond, Burnt Cedar pool, and internal controls and that she would encourage other Board members to bring that forward.

Trustee Wong said that typically the contract is for more than a year and the goals are done separately; if we want to set goals, she doesn't think the employment contract is where it goes.

Chairman Callicrate asked the Interim District General Manager if he had any thoughts he wanted to share.

Interim District General Manager Winquest said that he would agree with Trustee Wong as if the Board wants goals, they should be done separately as the contract is the contract. He would ask that the goals list not be too long.

Trustee Wong made a motion to appoint the Board Chairman to work with the Interim District General Manager on an employment contract such that the Board of Trustees would be able to hire the current Interim General Manager as the District's General Manager effective

on a date mutually acceptable to both parties. Trustee Morris seconded. Chairman Callicrate asked for any further comments; there were none so he called the question – the motion was passed unanimously.

**H.2. Review, discuss and possibly approve the Interim District General Manager exploring the hiring of a consultant to perform three (3) tasks – perform a Utility Reserve Fund Study and set an appropriate fund balance; revise the Utility Fund Balance Board Policy, Policy 19.1.0 and Practice 19.2.0; and perform a Utility Rate Study (Requesting Trustee: Chairman Tim Callicrate)**

Chairman Callicrate said that the term he should have used is net position instead of fund balance.

Interim District General Manager Winquest said that there does need to be some language clarification as it is not the utility fund balance rather it is the unrestricted fund balance. What is actually being requested is for a utility reserve fund study, rate study, and updated policies which need to be vetted through the Audit Committee and work that concurrently with the consultant to update or eliminate those policies and then bring those items back to the entire Board.

Trustee Wong said so it is a utility reserve fund study and the utility rate study.

Trustee Morris asked for clarification as he has a little bit of a concern because as he reads this it says to have the Interim District General Manager exploring these three tasks and getting a consultant to help us do this and not deciding the appropriate fund balance.

Trustee Wong said that the piece that needs to be removed is Policy 19.1.0 and Practice 19.2.0.

Trustee Morris asked about the balances.

Interim District General Manager Winquest said that the consultant can help us with the policies and that whoever we end up hiring for the study, they will give us recommendations on what items should be included. They will also give us a few options of how to get to that unrestricted net position. Getting that feedback on how we get there is important to add as part of the discussion so as to understand what the budget implications would be if we

were to keep the rates as is which is not his recommendation to do that. The Director of Public Works does have a memorandum prepared which is fine to be put off for a couple of weeks and Staff is available to ask questions about the implications. Staff would like to bring back the Utility Rate Study at the next meeting in order to make sure we are whole for the next budget year.

Trustee Wong said that she is all in favor of having these studies done and understanding that we have to have a budget approved by May. Her fear would be not having anything ready for this year and she did ask our Director of Public Works about the numbers and it is prudent to receive the entire Utility Rate Study and have a starting point so we are not behind.

Chairman Callicrate said it is a concern we all share as we don't want to leave ourselves below bare bones where we can't do anything as that is where we are in danger of being. Since we do have a couple of weeks, let's think through the presentation – does it need to be a full forty five minute presentation, no, rather let's say here is where we are at and if we do nothing or if we do this percentage, we will be here and if we do this percentage, we will be here as he would like to know where we are going with the rate study. Don't want to be putting something off or leave us short of money that we can't deal with. There are probably some areas we can work through and he is a little hesitant about raising numbers by some percentage because if we raise a certain number and do x, y, or z, it sends more shock waves through the community because we would be raising rates and collecting money for the effluent pipeline. He is not opposed to getting information from our Director of Public Works but it needs to have two or three prongs – do nothing, do a little bit, do a little more, etc. He would like to have an executive summary and a fifteen minute presentation. Further, he knows that Trustee Dent has specific questions he wants to ask.

Interim District General Manager Winquest said that there is no way that Staff can get these tasks done prior to our upcoming budget. NTPUD did theirs and it took fifteen months to complete with HDR. The scope was bigger so he would fully expect that ours could take up to nine months and possibly longer. His recommendation is to bring back the Utility Rate Study original agenda item on February 26 with Staff bringing back a couple of different options.

Chairman Callicrate said that the Board was kind of straying out of the agenda item and asked District General Counsel for guidance on a motion.

District General Counsel Menchetti went over the stated items and said that the Board was asking the Interim District General Manager to pursue the matter and that he has heard what the Board has said.

Trustee Wong said that she would like to make one suggestion – when we have the consultant do the rate study, she would like them to look at this year's proposal and if our Staff is fairly spot on, they would say great work and if not, then have a conversation. Chairman Callicrate agreed that was a great idea.

Trustee Morris said that he agrees with everything that has been said and that we have been talking about two different things. Costs are only going to go up and not down. He is okay with the first two tasks and that the revision of the policies will come after the consultant study. He wants to give that direction when making the motion as in having heard the discussion, he wouldn't support a motion that includes Board policies and change to make a recommendation on the fund balance.

Trustee Schmitz said she has three questions – the language exploring the hiring – assuming that this is about obtaining some sort of cost estimate and when the reference was made to NTPUD, what dollar amount were they at and is there any budget for this engagement.

Interim District General Manager Winquest said that NTPUD paid between $80,000 and $85,000 to HDR, this is an unbudgeted item that isn't in the operating budget so it would come out of the unrestricted net position or it could be budgeted for in and commence after the next fiscal year. Trustee Schmitz asked for clarification on exploring the hiring – are you going to go out and solicit some bids. Interim District General Manager Winquest said Staff will go out to RFP on this item.

Trustee Wong said given the dollars we are talking about; she would like to see a cost benefit analysis as the question is are we going to come out somewhere similar. Every once in a while it is appropriate to do this and that the consultant could come back and say we are doing it correctly. Our Director of Public Works frequently references that giant book so there are multiple interpretations thus it is beneficial to have a cost benefit analysis from our Staff.

Chairman Callicrate asked District Legal Counsel about wording. District General Counsel said that the Board can do what they like and direct the

Interim District General Manager to review and explore the tasks as the Board address here tonight.

Trustee Wong made a motion to approve the Interim District General Manager to begin the hiring process of a consultant for a Utility Reserve Fund Study and perform a Utility Rate Study. Trustee Morris seconded the motion.

Aaron Katz asked to make public comments; Chairman Callicrate declined this request.

Steve Dolan asked to make public comments; Chairman Callicrate declined this request.

Chairman Callicrate said that he was in error in allowing public comment at the last meeting. District General Counsel Menchetti asked the Chairman to not debate with the public and stated that there is a motion and a second on the floor and that the Board can vote it down but this Board does have something in front of them to address.

Chairman Callicrate called the question – the motion was unanimously passed.

**H.3. Review, discuss, and possibly provide direction for the next step in the process to revise Ordinance 7, An Ordinance Establishing Rates, Rules and Regulations for Recreation Passes and Recreation Punch Cards by the Incline Village General Improvement District which includes incorporating requested changes made by the Board of Trustees on December 11, 2019 and January 22, 2020 and possibly setting a public hearing date for March 25, 2020 (Requesting Staff Member: Interim District General Manager Indra Winquest)**

Interim District General Manager Winquest gave a brief overview of the submitted material.

Trustee Morris said, referencing agenda packet page 52, fee schedule, are those the current amounts in the ordinance and we are not changing them in this exercise but making it so we can come back at a future point in time. Interim District General Manager Winquest said that Staff took them out of the ordinance so we can change them. As we move through the process, we will be evaluating these fees and if we need to change them, we will note

that. He will update the Board via the General Manager's Status Report so you don't have to wait. Trustee Morris said he would like to get this done so he is good.

Trustee Schmitz said she would like some clarification, on agenda packet page 41, proof of residency, she believes that the Board asked for d. and e. to be removed because that is not how Staff is currently handing the process. Interim District General Manager Winquest said we can remove e. however in the event we require supplemental proof, we should require the utility bill and that he talked to his Staff and at some point, they may need it; Staff is fine either way. Trustee Schmitz said it is her understanding that if they have to provide two things it is the lease, which gives the expiration date, and that is along with the written assignment of privileges. Interim District General Manager Winquest said if it is the property owner, it is the owner's assignment. Trustee Schmitz said this is specific for rentals and if that is the case, then a. and b. are both requirements so what about c., d. and e. Interim District General Manager Winquest said all three are required and that can be approved with these required revisions. Trustee Schmitz said that she is just trying to do a language clean up and not trying to do anything else. Trustee Schmitz then said, referencing agenda packet page 49, Administration, what about administrative procedures. Interim District General Manager Winquest said that is the way it was intended to be written and that Staff has the authority on administration of the ordinance and that Staff has never thought they had the authority to supersede it. Trustee Schmitz said she just wanted that clarified.

Trustee Wong made a motion to accept the redline version and the changes made tonight and setting a public hearing date and agenda item for a future meeting. Trustee Morris said he will second the motion and modified it such that the hearing date is set for March 25, 2020. Trustee Wong agreed to that modification. Chairman Callicrate asked for further comments, hearing none, called the question – the motion was unanimously passed.

## I. APPROVAL OF MINUTES *(for possible action)*

### I.1. Meeting Minutes of January 22, 2020

District Clerk Susan Herron said she made the minor changes as submitted by Trustee Schmitz. Chairman Callicrate said that the minutes were approved as amended.

## J. REPORTS TO THE IVGID BOARD OF TRUSTEES*

### J.1. District General Counsel: Law Firm of Hutchison & Steffen

#### A. Report on the Katz Case – Denial of Rehearing and Motion of En Banc Reconsideration

District Legal Counsel Menchetti said that the Board has the documents that have been filed in the packet. The request for rehearing was unanimously denied. As the law allows, Mr. Katz is asking for the entire Nevada Supreme Court to listen to his argument which he is entitled to do. Your counsel will respond to that and the Board will decide. Trustee Wong said that our Counsel being Mr. Beko and not Hutchison & Steffan.

## K. BOARD OF TRUSTEES UPDATE *(NO DISCUSSION OR ACTION)* ON ANY MATTER REGARDING THE DISTRICT AND/OR COMMUNITIES OF CRYSTAL BAY AND INCLINE VILLAGE, NEVADA*

There were no Board updates at this time.

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

Steve Dolan said, regarding several topics this evening and public comment that the Board Chairman is going to identifying as appropriate, we have been discussing this for over three years and his recommendation is that prior to the move for a vote, public comment comes before a motion is made as that would eliminate the problem that former Chair Wong faced. At the last meeting, District Legal Counsel recommended that the motion be removed so public comment could be heard. If you are going to schedule it, do it for all items that are going to be voted upon. With regards to the addenda to the General Manager's contract, that is pretty much impossible, inappropriate, and inordinate demands for a group that is dysfunctional. Have a standard contract and don't add the goals onto the contract and he is fully in favor of paying for the time he has been General Manager.

Aaron Katz said he is going to speak on two General Manager matters; the rate study, he thinks you need to make a distinction on the rates and how does it get allocated. He has been going to these rate studies for over ten years and the Board just rubber stamps the methodology presented by Staff. Staff keeps saying you as a user have to pay your fair share. Ok, so let's

talk about Diamond Peak who uses seven thousand times the amount of water that the median user uses. Does Diamond Peak pay seven thousand times the cost that the median user pays, no, that is not the case and it is grossly unfair. His second example is the excess water charges. It was added as an incentive to use less water. He uses twenty thousand gallons and then he gets dinged with excess water charges. Diamond Peak uses millions of gallons of water for snowmaking and that is not fair. Go through the whole thing and make it fair. On Ordinance 7, he objects it going to the public as it doesn't address the real problem. The number one problem is the guest policy. There are a lot of costs with going out to the public as you have to publish it in the newspaper and it is not addressing any of the issues which it needs to. Address paragraphs 68 and 69; he has a written statement which points out all the problems with the rate study.

Linda Newman said that she has a quick question – can a GID use public money to fund non-profits. There are a number of wonderful non-profits and she support them through her family foundation. Can a GID use our money to fund non-profits no matter how wonderful the causes. She is a supporter of national groups on the environment and POW sounds like a wonderful enterprise but shouldn't it be funded by our citizens and foundations rather than asking our local government to fund it. Our Interim District General Manager is someone who takes pride in performance and she would assume that he would like to see the goals that the Board would like to see him accomplish and then he provides the goals he wants to accomplish and do over a one or two year period.

Wayne Ford said he apologizes for his late public comment notice as he wants to speak on workforce and seasonal housing. Mr. Carlson is facing some challenges with Washoe County and that the codes need to start addressing this issue. IVGID is one of the largest employers and he knows the horror stories about people coming here and they end up living in an apartment with twenty people. Mr. Carlson is running into what Washoe County is refusing to do and that is that Washoe County codes have to look at things a little differently and because IVGID can probably encourage Washoe County to make adjustments in that code, they should. One small thing is that his proposal is requiring that he has a certain number of private garages. Many who come here don't have cars so he has more than enough parking spaces but he has to provide private garages like they are full time residents. Washoe County has to look at the codes for these types of rentals and he understands about short term rentals so it won't be a hotel. Mr. Ford concluded by asking IVGID to talk to Washoe County and get involved as one of the biggest employers.

Joe Schulz said he wanted to make a comment and an observation which may be premature; the Interim District General Manager has mentioned the new bocce ball courts being sited near the Recreation Center. He frequents the Recreation Center regularly and he finds the parking lot is very full much of the time. He had an occasion to observe a bocce ball center which was eighteen to twenty courts and they have forty to sixty people playing bocce at a particular time which was an amazing social time as there were kids to seniors so he sees this as becoming a very important and well attended activity so perhaps the District's Strategic Plan could be revisited on the number of courts planned and siting them at the Recreation Center might be introducing more issues with parking, etc.

Mark Alexander said that he dropped by the IVGID office and said that he would like to view the water flow chart. What he wants to see is the flow chart that lays out the water flow from Burnt Cedar to WPS 2-1 as covered in the IVGID Quarterly and how it provides water to Crystal Bay as he thought Crystal Bay serviced itself. Secondly, he has heard over the years, and he would like to look into this, that the District uses treated water to make snow. He would like to see if treated water is indeed used and stated that he can follow the process flow chart so he would like it noted where that requirement comes from. God doesn't use treated water.

**M. REVIEW WITH BOARD OF TRUSTEES, BY THE INTERIM DISTRICT GENERAL MANAGER, THE LONG RANGE CALENDAR *(for possible action)***

Interim District General Manager Winquest reviewed the long range calendar with the following highlights:

- ✓ 2/26 – added the utility rate study.
- ✓ Move 4/8 meeting to 4/14, Tuesday – the Board acknowledged that works.
- ✓ 4/29 – cancel that meeting.
- ✓ Proposing to move the May 13 meeting to May 6
- ✓ Trustee Wong said she may have a conflict with the 2/26 and Trustee Schmitz said she will be calling in on 2/26.

Interim District General Manager Winquest asked the Board what they would like to do regarding the CIP tour. Trustee Schmitz said she would like to go through the tour with others as she would like to get more information. Trustee Morris said that he has been to each of them previously and that he

wouldn't be in attendance but they he will reach out to the Director of Public Works as he is interested in the alignment in the pipeline as it goes over Spooner so he will do a one-on-one with the team as that is his only need. Trustee Wong said she is looking at scheduling something separately. Chairman Callicrate said he is flexible. Interim District General Manager Winquest said he will reach out and see if we can come up with a date as it is important to let Staff know what you are interested in as we don't want to play the guessing game.

Trustee Schmitz asked if Staff would be moving the guest access ticket off to a different date. Interim District General Manager Winquest said yes as he wants to get some more feedback from the property managers/ stakeholders and that item will move to March 11.

Trustee Schmitz said on the review of Ordinance 7, can Staff incorporate Resolution 1575, the employee policy, and anything for the Hyatt. Interim District General Manager Winquest said Staff will tackle that in the second phase.

Trustee Schmitz asked about the Trustee Handbook; Interim District General Manager Winquest said that will be on the calendar for March 25.

## N. ADJOURNMENT

The meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Susan A. Herron
District Clerk

Attachments*:
*In accordance with NRS 241.035.1(d), the following attachments are included but have neither been fact checked or verified by the District and are solely the thoughts, opinions, statements, etc. of the author as identified below.

Submitted by Aaron Katz (8 pages): Written statement to be included in the written minutes of this February 12, 2020 regular IVGID Board ("Board") meeting – Agenda Item G(1) – Adopting of Staff's proposed 20202-22 Strategic Plan, on the Consent Calendar no less!

Submitted by Aaron Katz (19 pages): Written statement to be included in the written minutes of this February 12, 2020 regular IVGID Board ("Board") meeting – Agenda Item C – Public Comments – Understand the meaningless kinds of expenditures our Recreation Facility Fees ("RFFs") are spent on which have zero to do with making our recreational facilities primarily available to be used by those who are involuntarily compelled to pay. And you wonder why our RFF is as high as it is and will never be reduced?

Submitted by Aaron Katz (15 pages): Written statement to be included in the written minutes of this February 12, 2020 regular IVGID Board ("Board") meeting – Agenda Item H(2) – Hiring a third party professional to conduct an unbiased Utility Rate Study

Submitted by Aaron Katz (5 pages): Written statement to be included in the written minutes of this February 12, 2020 regular IVGID Board ("Board") meeting – Agenda Item H(3) – Proposed revisions to Ordinance 7

Submitted by Linda Newman (1 page): 2-12-20 IVGID BOT Meeting Public Comments By Linda Newman – To be included with the Meeting Minutes

Submitted by Lauren Sandberg (6 pages): Energy Innovation and Carbon Dividend Act

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 12, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM G(1) – ADOPTIONG OF STAFF'S PROPOSED 2020-22 STRATEGIC PLAN, ON THE CONSENT CALENDAR NO LESS!**

**Introduction**: At the Board's December 11, 2019 meeting, during Interim General Manager ("GM") Winquest's Status Report, he presented a proposed 2020-22 Strategic Plan in draft form[1] representing it would formally be presented to the Board at its first or second January 2020 meeting as a general business item for possible action[2]. Board members were encouraged to "take their time" in reviewing it; no rush. Yet here the Board Clerk has placed this matter on the Consent Calendar simply because no Board member has provided her with observations or proposed modifications to the proposed Plan[3] since December 11, 2019 when it was first presented by Mr. Winquest.

My objections to this agenda item are at least threefold. First, that this matter in its identical draft form appears on the Consent rather than General Business Calendar contrary to Indra's December 11, 2019 representations. Second, that staff proposes its draft version be adopted in its current form without Board discussion or public comment. As the Board and the public will see the Plan proposes budgeting for a number of endeavors this Board has never agreed to appropriate. And finally, that we adopt a Strategic Plan at all. What exactly is the necessity? These are the purposes of this written statement.

**Preparation of Agenda**: According to Board Policy 3.1.0.08[4] "the Board Chair…is responsible for preparing the agenda for each meeting." Yet here I have been informed that our Board Chair didn't even see the agenda until it had been completed/publicized to the public on February 5, 2020. Now both Board Clerk Susan Herron and interim GM Winquest have reached out to me to assure that our Board Chair in fact saw the agenda before it was publicized. Even if true, our Board Chair may not have realized the ramifications. And besides, who physically created the agenda prior to sharing it with our Board Chair? Who created the staff memo which admitted this agenda item had been placed on the Consent Calendar because no Board member had provided her with observations or proposed modifications[3]? The answers to all of these questions are certainly neither our Board Chair nor interim GM. Rather, the answers are the Board's unofficial *de facto* chairperson, Susan Herron!

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[1] See pages 9-28 of the packet of materials prepared by staff in anticipation of the Board's December 11, 2019 meeting ["the 12/11/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_12-11-2019.pdf)].

[2] See page 7 of the 12/11/2019 Board packet.

[3] See page 8 of the packet of materials prepared by staff in anticipation of this meeting ["the 2/12/2020 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-12-2020.pdf)].

[4] See page 4 at https://www.yourtahoeplace.com/uploads/pdf-ivgid/IVGID-Board-Policies.pdf.

This conclusion is worrisome inasmuch as I have argued before that Ms. Herron regularly initiates Board action without Board approval which puts Board members in the position of "rubber stamping" staff's agendas[5]. And here we have another example. I object!

**Removal From the Consent Calendar**: Since interim GM Winquest represented this matter would be placed on the General Business Calendar, here there can be no discussion of matters placed on the Consent Calendar, and I request the Board discuss it, on February 10, 2020 I sent the Board an e-mail formally requesting this matter be transferred to the General Business Calendar for possible action[6]. I reiterate that request and hope the Board will engage in commentary on the matter.

**More Fundamental to the Inquiry, Why Exactly Do We Have a Strategic Plan**? If one examines NRS 318, one will discover that *nowhere* is it mandated that the Board adopt a Strategic Plan. Notwithstanding, staff tell us the reason for its adoption is so "the District (will) become more strategic and less tactical."[7] But what exactly does this mean? According to staff,

> The "identif(ication of) long range principles that align activities of the strategy of the District...A framework to ensure...a balanced approach toward addressing...District...objectives."

I submit that this explanation is nothing more than gobbledygook!

**Since the District Would and Will Get Along Quite Nicely Without a Strategic Plan, I Recommend it Simply *Not* be Adopted**: This District doesn't need more. Rather, it needs *LESS*!

**Moreover, We Have No Business Adopting a Strategic Plan Until We First Understand What IVGID Really is, What Powers it May Legitimately Exercise, and What Powers it Has No Business Exercising**: I have made this argument many times before. Staff's response has invariably been twofold: 1) That the District is not bound to the rules for other quasi municipalities because we're somehow "special." In other words, IVGID is only "quasi-public;"[8] and, 2) unless expressly prohibited by the Nevada Revised Statutes ("NRS"), staff is free to fill in any void.

But contrary to staff's representation that IVGID is only "quasi-public,"[8] it is 100% government (i.e., a full fledged governmental subdivision[9])! And contrary to staff's representation that it is free to

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[5] An example of this assertion appears at pages 114-136 of the 2/12/2020 Board packet.

[6] My e-mail making that request is attached to this written statement as Exhibit "A."

[7] See page 11 of the 2/12/2020 Board packet.

[8] To justify the inappropriate conduct IVGID staff are so famous for engaging in, they misrepresent to other public agencies and the public that IVGID "is (only) a quasi-public agency" (https://www.yourtahoeplace.com/ivgid/about-ivgid). In other words, IVGID somehow has more powers than any other true municipality in the State.

[9] See NRS 318.075(1).

fill in the voids of NRS 318, because Nevada has adopted *Dillon's Rule*[10] [*Ronnow v. City of Las Vegas*, 57 Nev. 332, 341-43, 65 P.2d 133 (1937)], IVGID only possesses *limited* or "quasi municipal" powers[11]. In other words, powers limited to those expressly enumerated as "one or more of those authorized in NRS 318.116" with the proviso those powers have actually been granted in IVGID's initiating[12] and supplemental[13] (if any) ordinance(s) "as (further) supplemented by the sections of...chapter (NRS 318) designated therein,"[12] *and none others*[14].

And what are those limited basic powers? Furnishing: "streets and alleys;"[15] "curbs, gutters and sidewalks;"[16] "electric light and power;"[17] and, "facilities for storm drainage or flood control;"[18] "water;"[19] "sewerage;"[20] "the collection and disposal of garbage and refuse;"[21] and, public "recreation."[22] That's it!

**What Authority Then Does IVGID Have to Engage in Many of the Activites Promoted by the Proposed Strategic Plan**: Take a look at NRS 318.116 and tell me where you see general improvement districts ("GIDs") like IVGID can be granted basic powers to engage in "environmental sustainability"

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[10] *Dillon's Rule* declares "that a municipal corporation possesses and can exercise...those...powers ...granted in *express words*...those *necessarily* or *fairly implied* in or *incident* to the powers expressly granted (and)...those *essential* to the accomplishment of the declared objects and purposes of the corporation - not simply convenient, *but indispensable*...Any fair, reasonable, substantial doubt concerning the existence of power is resolved by the courts *against* the corporation, and...all acts beyond the scope of the powers granted are void" (*Ronnow*, *supra*, at 57 Nev. 343).

[11] "A municipal corporation possesses no powers or faculties not conferred upon it, either expressly or by fair implication, by the law which created it, or by other laws, constitutional or statutory, applicable to it" (*Ronnow*, *supra*, at 57 Nev 338).

[12] See NRS 318.055(4)(b).

[13] See NRS 318.077.

[14] See A.G.O. 63-61, p.103 (August 12, 1963) and *Ronnow*, *supra*, at 57 Nev. ["it is a general and undisputed proposition of law that a municipal corporation possesses and can exercise the...powers (specified above[12]), *and no others*"].

[15] See NRS 318.116(7).

[16] See NRS 318.116(8).

[17] See NRS 318.116(9).

[18] See NRS 318.116(10).

[19] See NRS 318.116(15).

[20] See NRS 318.116(11).

[21] See NRS 318.116(13).

[22] See NRS 318.116(14).

(why then Long Range Principle #1 of the proposed Strategic Plan[23])? Or to participate "in external agency discussions where there may be an impact to...our community" (why then Long Range Principle #1 of the proposed Strategic Plan[24])? Or to budget any of staff's initiatives identified in the Strategic Plan[25] before a formal budget has been approved by the Board? The answer is *nowhere*.

**Moreover, Why Go to the Effort or Expense to:**

1. Obligate us to assume "the services (and costs) of Association Director (to)...the Tahoe Water Suppliers Association" ("TWSA")[26]? Assumption of this endeavor requires we maintain a larger workforce and incur greater expenses than necessary which ultimately get paid by the District's rate payers.

2. State Long Range Principle #2 of the Strategic Plan that "the District will ensure fiscal responsibility and sustainability...by maintaining effective financial policies?"[27] In a vacuum, isn't this obviously a prudent thing to do? Then why do we need a "Strategic Plan" which says the same thing?

3. State Long Range Principle #3 of the Strategic Plan that the District will "maintain and retain a highly qualified...workforce to meet the needs of District venues?"[28] In a vacuum, isn't this obviously a prudent thing to do? Then why do we need a "Strategic Plan" which says the same thing?

4. State Long Range Principle #4 of the Strategic Plan that the District will "provide superior...service and value to its customers?"[29] In a vacuum, isn't this obviously a prudent thing to do? Then why do we need a "Strategic Plan" which says the same thing?

5. State Long Range Principle #5 of the Strategic Plan that the District will "practice perpetual assest renewal, replacement and improvement (of)...superior...utility services and recreation activities?"[30] In a vacuum, isn't this obviously a prudent thing to do? Then why do we need a "Strategic Plan" which says the same thing?

6. State Long Range Principle #6 of the Strategic Plan that the District will communicate "to promote (an) understanding of (its) programs, activities, services, and...affairs?"[22] In a vacuum,

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[23] See page 14 of the 2/12/2020 Board packet.

[24] See page 24 of the 2/12/2020 Board packet.

[25] See pages 16-24 of the 2/12/2020 Board packet.

[26] See page 15 of the 2/12/2020 Board packet.

[27] See page 16 of the 2/12/2020 Board packet.

[28] See page 18 of the 2/12/2020 Board packet.

[29] See page 20 of the 2/12/2020 Board packet.

[30] See page 22 of the 2/12/2020 Board packet.

isn't this obviously a prudent thing to do? Then why do we need a "Strategic Plan" which says the same thing?

**The Real Peril of a Strategic Plan, Like the One Staff Has Created and Presented For Adoption, is the Unbudgeted Projects Which Have Been Unnecessarily Inserted So if the Plan is Adopted, So Are These Programs. And For This Reason, I Formally Object to the Following Projects Being Included in the 2020-22 Strategic Plan; Especially Before a 2020-21 Budget Has Been Approved**: The public needs to weigh in on all of these staff "wish-list" programs which are guaranteed to perpetuate and increase our the Recreation Facility Fee ("RFF"):

1. **Use of the Solid Waste Franchise Fee to Underwrite Costs of Drop Off Hazardous/ Electronic Waste**[31]: What have we been using the fee for now? And what are the costs compared to the massive (nearly $300,000) amount of revenue generated?

2. **Continue Administration of the TWSA**[32]: Why do our rate payers have to pay the administrative costs associated with this organization?

3. **Perpetuate Use of Facility Fee to Subsidize Overspending and Provide a Steady, Reliable Funding Source For Staff's Future Unidentified, Unappropriated, Unbudgeted "Wish-List Expenditures**[33]: We need to be weaned off the RFF so our recreation venues operate on a revenue neutral or positive basis. Where they don't, they need to be discarded.

4. **Acquire a New HRIS/Payroll System**[34]: Staff have consistently demonstrated the inability to *responsibly* acquire software products. Oversight is required before we provide another blank check for a project such as this one. Moreover, isn't it time we investigated possible outsourcing of this task? The savings could be substantial.

5. **Maintain Current Service Levels Whether or Not Warranted or Financially Prudent**[35]. We need a comprehensive investigation of all that staff does before we provide another blank check for service levels that primarily benefit the world's tourists rather than local property/ dwelling unit owners.

6. **Replacement of Facilities in Excess of Twenty (20) Years Old**[35]: We need a comprehensive investigation before we provide another blank check.

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[31] See item A at page 15 of the 2/12/2020 Board packet.

[32] See item B at page 15 of the 2/12/2020 Board packet.

[33] See item C at page 16 of the 2/12/2020 Board packet.

[34] See item E at page 19 of the 2/12/2020 Board packet.

[35] See item B at page 22 of the 2/12/2020 Board packet.

7. **Continue Prosecution of the Diamond Peak Master Plan**[36]: It's time to put an end to this boondoggle of a program which a majority of our community is against. It has been seven (7) years since we started down this road and we're no closer, notwithstanding the appropriation of $800,000 or more, than we were back then.

8. **Plan For Reconstruction of Ski Way**[37]: This directly benefits the Tyrolean Village PUD, to the north of Diamond Peak, yet its property owners pay *nothing*. It's time to divert the cost to those who are most directly benefited.

9. **Adopt an IVGID Code**[38]: The costs to allegedly "codify" the policies and procedures we already have been outrageous. It's time to put an end to this boondoggle. Besides, GIDs have no power to create laws or pass legislation. At best they have the power to adopt by-laws "for carrying on the business, objects and affairs of the board and of the district," and "regulating the use or right of use of any project or improvement," not in conflict with the Constitution and laws of the State: (see NRS 318.205).

10. **Continuation of Public Relations Services Which Include "Timely (Press) Releases:"**[39] The continued expenditure of $4K/month to support staff propaganda, which is what this expenditure represents, needs to come to an end.

**Conclusion**: Had members of the public not asked the Board to intervene to not adopt staff's proposed 2020-22 Strategic Plan, staff would have argued this Board had approved the ten (10) projects identified above to which I and others object. Isn't this a deceitful thing to do? And who is it who initiated this hoped for outcome? We don't need a Strategic Plan; we don't need the projects included therein to which I have objected; and we don't need approval of this Strategic Plan. I urge this agenda item be transferred to the General Business Calendar, and then formally disapproved.

And you wonder why ***the RFF is as High as it is***? I've now provided more reasons.

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

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[36] See item C at page 22 of the 2/12/2020 Board packet.

[37] See item F at page 23 of the 2/12/2020 Board packet.

[38] See item B at page 24 of the 2/12/2020 Board packet.

[39] See item C at page 24 of the 2/12/2020 Board packet.

EXHIBIT "A"

# Request to Transfer Agenda Item G(1) on the Board's February 12, 2020 Meeting Calendar From the Consent Calendar to General Business Calendar

**From:** "s4s@ix.netcom.com" <s4s@ix.netcom.com>

**To:** Callicrate Tim

**Cc:** Dent Matthew <dent_trustee@ivgid.org>, Sara Schmitz <schmitz_trustee@ivgid.org>, Morris Peter <morris_trustee@ivgid.org>, Wong Kendra Trustee <wong_trustee@ivgid.org>, Herron Susan <Susan_Herron@ivgid.org>, "ISW@ivgid.org" <ISW@ivgid.org>

**Subject:** Request to Transfer Agenda Item G(1) on the Board's February 12, 2020 Meeting Calendar From the Consent Calendar to General Business Calendar

**Date:** Feb 10, 2020 2:01 PM

To Chairperson Callicrate and the Other Honorable Members of the IVGID Board:

At the Board's December 11, 2019 meeting, during Interim General Manager Winquest's Status Report, he presented a proposed 2020-22 Strategic Plan in draft form representing it would formally be presented to the Board at its first or second January 2020 meeting as a general business item for possible action. Yet here the Board Clerk has placed this matter on the Consent Calendar because no Board member has provided her with observations or proposed modifications to the proposed Plan since December 11, 2019 when it was first presented. Moreover, I have been informed that although our Board Chair is charged with creating the agenda, he didn't even see the agenda until it had been completed/publicized to the public on February 5, 2020. If this is true, then the agenda was improperly prepared by the Board's unofficial de facto chair, Susan Herron!

Given there can be no discussion of items placed on the Consent Calendar, I ask that at least one Board member ask this item be placed on the General Business Calendar and that the public be permitted to comment. Moreover as you consider this proposed Plan, consider I object to 2020-22 funds be budgeted for the following endeavors expressly identified in the proposed Plan:

1. Use of the Solid Waste Franchise Fee to Underwrite Costs of Drop Off Hazardous/ Electronic Waste. What have we been using the fee for now? And what are the costs compared to the amount of revenue generated?

2. Continue Administration of the TWSA. Why do our rate payers have to pay the administrative costs associated with this organization?

3. Perpetuate Use of Facility Fee to Subsidize Overspending and Provide Funding Source For Future Unidentified, Unappropriated, Unbudgeted Expenditures. We need to be weaned off the Recreation Facility Fee ("RFF") so our recreation venues operate on a revenue neutral or positive basis.

4. Acquire New HRIS/Payroll System. Staff has demonstrated the inability to responsibly acquire software products. Oversight is required before we provide another blank check. Moreover, isn't it time we investigated possible outsourcing? The savings could be substantial.

5. Maintain Current Service Levels Whether or Not Warranted or Financially Prudent. We need a comprehensive investigation before we provide another blank check.

6. Replacement of Facilities in Excess of Twenty (20) Years Old. We need a comprehensive investigation before we provide another blank check.

7. Continue Prosecution of the Diamond Peak Master Plan. It's time to put an end to this program which a majority of our community is against.

8. Plan For Reconstruction of Ski Way. This directly benefits the Tyrolean Village PUD yet they pay nothing. It's time to divert the cost to those who are most directly benefited.

9. Adopt IVGID Code . The costs to allegedly "codify" the policies and procedures we already have been outrageous. It's tie to put an end to this boondoggle.

10. Continuation of Public Relations Services Which Include "Timely (Press) Releases." The continued expenditure of $4K/month to support staff propaganda needs to come to an end.

Thank you for your consideration of this request and your hopeful positive action.

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 12, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM C – PUBLIC COMMENTS – UNDERSTAND THE MEANINGLESS KINDS OF EXPENDITURES OUR RECREATION FACILITY FEES ("RFFs") ARE SPENT ON WHICH HAVE ZERO TO DO WITH MAKING OUR RECREATIONAL FACILITIES PRIMARILY AVAILABLE TO BE USED BY THOSE WHO ARE INVOLUNTARILY COMPELLED TO PAY. AND YOU WONDER WHY OUR RFF IS AS HIGH AS IT IS AND WILL NEVER BE REDUCED?**

**Introduction**: I was disappointed to read in the latest February 2020 edition of the IVGID Quarterly[1] that Diamond Peak has joined another "feel good" alliance of ski areas [the Protect Our Winters[2] Alliance ("POW")] *which does nothing to make available recreational facilities for local property/dwelling unit owners' primary benefit and use*[3], that relies upon the RFF for funding. In case you didn't see the article in the Quarterly, I have printed out page 24 from that edition and it is attached as Exhibit "A" to this written statement.

"As the newest member of (a handful[4] of)...POW Resort Alliance(s)," we've now agreed to "work with POW to mobilize the community to be a part of the solution to (can you believe) **THE CLIMATE CRISIS**!" I guess "Save the Lake" wasn't good enough. Now IVGID staff believe their mission is to save the planet!

All of this comes with a cost. Even if it didn't involve dollars (although it does), it involves tens of thousands of dollars worth of unreimbursed staff time. And space in the IVGID Quarterly. And use of Diamond Peak's Loft Bar on February 29, 2020 at 4:30-6:00 P.M. for a "POW Mixer & Panel" (see Exhibit "A"), and Diamond Peak's race course on March 28, 2020 for a SkiMo Race. And unreimbursed staff time to write articles in the IVGID Quarterly and coordinate events such a POW Mixer. And more unreimbursed staff time to coordinate with POW personnel.

This is just another small example of why IVGID has the need for nearly 1,000 employees[5] if not in excess of this number, and why it requires all of the staff infrastructure and support[6] that comes with a work force of this size. These are the purposes of this written statement.

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[1] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/IVGID_Qrtly_Feb2020.pdf.

[2] Go to https://protectourwinters.org/.

[3] The represented justification for assessment of the RFF [see ¶I at page 259 of the packet of materials prepared by staff in anticipation of the Board's May 22, 2019 meeting {"the 5/22/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_5-22-19.pdf)}].

[4] Go to https://protectourwinters.org/our-network/brand-partners/.

[5] Go to https://transparentnevada.com/salaries/2018/incline-village-general-improvement-district/.

**What Exactly is POW**? According to its strategic plan, POW is an organization whose "mission is to turn...outdoor people into effective *climate advocates*."[7] Its stated "goal is to build national *political will* to enable meaningful *climate* policies, and shift cultural norms to make those policies durable."[8] In other words "culture change" through "education,"[9] political "advocacy,"[8] "lobbying"[9] "decision makers,"[10] "civic"[9] and "voter engagement,"[10] "voter information,"[10] and most of all, *money*[11]!

**Now What Does Any of This Have to Do With IVGID**? ***NOTHING***! We've had this discussion before. IVGID is government (a governmental subdivision[12]). It's not "quasi-public" as staff represent[13], but rather, 100% government! Although government, it's not government like a city or county. Because Nevada has adopted *Dillon's Rule*[14] [*Ronnow v. City of Las Vegas*, 57 Nev. 332, 341-43, 65 P.2d 133 (1937)], IVGID only possesses *limited* or "quasi municipal" powers[15]. In other words, its powers are limited to those expressly enumerated as "one or more of those authorized in NRS

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[6] Such as Human Resource and Finance Departments.

[7] See page 3 at https://protectourwinters.org/wp-content/uploads/2019/12/POW-2020-strategic_plan.pdf.

[8] See page 16 at https://protectourwinters.org/wp-content/uploads/2019/12/POW-2020-strategic_plan.pdf.

[9] See page 12 at https://protectourwinters.org/wp-content/uploads/2019/12/POW-2020-strategic_plan.pdf.

[10] See page 4 at https://protectourwinters.org/wp-content/uploads/2019/12/POW-2020-strategic_plan.pdf.

[11] See POW's "action fund."[10]

[12] See NRS 318.075(1).

[13] To justify the inappropriate conduct IVGID staff are so famous for engaging in, they misrepresent to other public agencies and the public that IVGID "is (only) a quasi-public agency" (https://www.yourtahoeplace.com/ivgid/about-ivgid). In other words, IVGID somehow has more powers than any other true municipality in the State.

[14] *Dillon's Rule* declares "that a municipal corporation possesses and can exercise...those...powers ...granted in *express words*...those *necessarily* or *fairly implied* in or *incident* to the powers expressly granted (and)...those *essential* to the accomplishment of the declared objects and purposes of the corporation - not simply convenient, *but indispensable*...Any fair, reasonable, substantial doubt concerning the existence of power is resolved by the courts *against* the corporation, and...all acts beyond the scope of the powers granted are void" (*Ronnow*, *supra*, at 57 Nev. 343).

[15] "A municipal corporation possesses no powers or faculties not conferred upon it, either expressly or by fair implication, by the law which created it, or by other laws, constitutional or statutory, applicable to it" (*Ronnow*, *supra*, at 57 Nev 338).

318.116" with the proviso they must actually have been granted in IVGID's initiating[16] and supplemental[17] (if any) ordinance(s) "as (further) supplemented by the sections of...chapter (NRS 318) designated therein,"[16] *and no others*[18].

Take a look at NRS 318.116. Do you see where general improvement districts ("GIDs") can be granted basic powers to engage in and fund political advocacy? What about climate change? What about lobbying? Or voter information and engagement? Given none of this is permitted, *why are we involved in any manner whatsoever with POW*?

According to staff, because a handful of other ski areas are involved. Well I'm sorry, that's not good enough. Just because these kinds of activities are appropriate for privately owned commercial businesses doesn't mean they are appropriate for government. And because IVGID staff are in denial that we're government, inappropriate conduct like this continues to occur.

***The Future of Skiing***: Look at everything IVGID staff have gone out of their way to provide for POW that we know of today[19]. First, they coordinated, organized and provided the venue for a February 29, 2020 POW "meet & greet" at Diamond Peak Ski Resort's Loft Bar labeled "The Future of Skiing: Tahoe's Changing Winters & How You Can Help."[20]

Here staff propose diverting what would otherwise be alcohol beverage sales[21] to a discussion of "the science of snow and how you can help protect your passion." They have spent unreimbursed staff time assembling "experts from the University of Nevada[22], Stoke Certified[23], Olympic Snowboarder Elena Hight"[20] and moderator "Ian Bolliger from UC Berkeley"[22] to lead the discussion. Now do you think all of these experts have volunteered their time and out-of-pocket travel/lodging

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[16] See NRS 318.055(4)(b).

[17] See NRS 318.077.

[18] See A.G.O. 63-61, p.103 (August 12, 1963) and *Ronnow*, *supra*, at 57 Nev. ["it is a general and undisputed proposition of law that a municipal corporation possesses and can exercise the... powers (specified above[15]), *and no others*"].

[19] I have made a number of records requests to learn of the extent of our philanthropy, however, a substantive response has not been provided as of the date of this written statement. So I can only share what I know so far. But I am certain our assistance extends far deeper.

[20] A flyer for this event which appears on the POW web site is attached as Exhibit "B" to this written statement.

[21] In other words, a loss of revenue.

[22] According to Diamond Peak's Facebook page (https://www.facebook.com/events/175342157147967/), scientists Adrian Harpold and Elizabeth Koebele.

[23] As you will see another IVGID "favored collaborator" and Industry panelist Carl Kish[21].

expenses to come to Incline Village and participate for free? What about the good folks at POW? Have their representatives volunteered their time and out-of-pocket travel/lodging expenses to come to Incline Village and participate for free? And what about each of these "experts'" traveling partners?

But wait, there's more. IVGID proposes raffling off one or more goodies[20] to those who attend! Now what do you think these goodies are going to be, and what is the lost revenue these items represent?

***The Luggi Foeger Uphill/Downhill Festival***: That there's more. IVGID staff have put together a special POW "SkiMo Race" on March 28, 2020 at Diamond Peak where "benefits from the race (will go to) Protect Our Winters and (the) Tahoe Institute of Natural Science"[24] ("TINS"). Besides promoting this event, setting up/ tearing down a race course at Diamond Peak, and depriving patrons of the availability to use a portion of the mountain because it is being used for this event, unreimbursed IVGID staff time will be donated to selling tickets, collecting money, running that money through Diamond Peak's bank charge card system, financially reporting and disbursing the net proceeds to POW and the TINS[25]. Now what is the lost revenue/cost to local property/dwelling unit owners that all of these items represent?

**Membership Dues in POW**: That's right. Once I learned of our affiliation with POW I began searching our weekly bill pays. And I discovered that on January 15, 2020 we paid $1,000 to POW represented by check no. 773087. The bill pays identify this expenditure as "membership dues for the POW Resort Alliance."[26] Now does anyone really believe this expenditure was actually budgeted by the Board? Assuming the answer is "no," In order to get around the procedural consequence that answer creates, according to our Chart of Accounts[27] this expense (340-34-980-7010) was intentionally *MIS*-assigned to "paid advertising" for Diamond Peak. Now does membership in POW sound like paid advertising for Diamond Peak? Would one have ever discovered that this expense had been intentionally mischaracterized without an in depth investigation such as the one herein? ***How many other similar expenses have been intentionally mischaracterized by staff to get around the procedural bar[28] that they were never budgeted***?

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[24] A flyer for this festival event which appears on the POW web site is attached as Exhibit "C" to this written statement.

[25] Another "feel good," socially correct, non-profit which according to http://www.tinsweb.org/ "seek(s)...to advance the natural history, conservation, and ecosystem knowledge of the Tahoe region through science, education, and outreach."

[26] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/IVGID_Check_Run_01.11.20_to_01.15.20.pdf.

[27] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/Account_Structure-All_legend_7-1-19.pdf.

[28] NRS 354.626(1) makes it unlawful, with certain exceptions not applicable here, for any "officer, office, department or agency (of a)...governing body...to expend any money or incur any liability, or

I wish this were the only example of inappropriate staff conduct, however, it's not. Let's examine another similar "feel good" program called STOKE.

**What Exactly is STOKE and its Certification** for sustainability? The public first learned of this program in a June 1, 2018 article in the Tahoe Tribune publicizing Diamond Peak's receipt of STOKE certification for sustainability[29]. A featured article in December 2018's edition of the IVGID Quarterly followed[30]. Listen to IVGID's Marketing Manager Paul Raymore's touting of this certification:

> "We are very excited to announce that we are the first ski resort in the Lake Tahoe region, and the second in the nation, to achieve STOKE Certification ...This certification is something we've worked very hard to achieve over the past three seasons, and it reflects our commitment to sustainability and transparency in our operations."[29]

So what is STOKE certification? Basically a "sustainable Tourism Operator's Kit for...ski tourism operators (and) destinations"[31] which promotes its founders' vision; "creating *demand for sustainability from within the riding community* (which)...catalyze(s) and enable(s) operators to implement innovative sustainable practices so our culture will continue to thrive and overcome the environmental, socio-cultural, and economic challenges of the future."[32] What's in the "kit?"

"Access to (an)...electronic Sustainable Tourism Operators Guidebook;" a "Member Profile on (STOKE's) website;" use of the "STOKE Membership Logo;" a "Sustainability Management System Template;" "Supply Chain Analysis Tools;" "Self-benchmarking Tool(s);" "Customer Satisfaction Surveys;" and, "Stakeholder Engagement Resources"[33] for "sustainability" such as "supporting like-minded...local...businesses in supply chains and incorporating nuances of local culture rather than creating homogenous cookie-cutter experiences,"[32] which "contribut(e) to environmental conservation"[34] and "local cultural activities and community events."[34]

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enter into any contract which by its terms involves the expenditure of money, in excess of the amounts (expressly) appropriated for that function."

[29] See https://www.tahoedailytribune.com/news/sports/diamond-peak-ski-resort-achieves-stoke-certification-for-sustainability/.

[30] See page 14 at https://www.yourtahoeplace.com/uploads/pdf-ivgid/ivgid-QrtlyDec_2018.pdf. A copy of this article is attached as Exhibit "D" to this written statement.

[31] Go to https://www.stokecertified.com/.

[32] Go to https://www.stokecertified.com/about/.

[33] Go to https://www.stokecertified.com/certification/snow/.

[34] Go to https://www.stokecertified.com/certification/events/.

**And Like POW, What Does Any of This Have to Do With IVGID**? Again, ***NOTHING***! So why the STOKE certification?

I submit to **promote IVGID's employees associated with this social endeavor, and then to use STOKE certification as a propaganda tool[35] to make the Board and the public think the expenditure of staff time (over three or more years no less) and public moneys at local property/dwelling unit owners' expense was somehow justified**.

Even more bothersome, consider that staff (rather than the IVGID Board) have gone so far as to create a "sustainability coordinator" position [staffed by Joseph A. Hill, a public works intern since August of 2015[36] and a former Parasol sponsored Americorps "volunteer" (paid for by IVGID of course) before then[37]], at a cost to local parcel/dwelling unit owners of in excess of $40,000 annually[38], to prosecute this "vital" initiative[39] [i.e., "taking a proactive role in changing human behavior"[40] (IVGID Resolution No. 1836)]. Insofar as we residents of Incline Village/Crystal Bay are concerned, aren't those duties owed by Washoe County rather than IVGID? Why then are we paying for them?

**STOKE Membership Dues**: Once I learned of our affiliation with STOKE, I began searching for the costs associated with this program. Besides public employee Joseph Hill's annual salary and

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[35] As part of STOKE certification, the recipient can permissibly plagiarize "certified press releases, digital and print media articles in endemic and non-endemic markets, and strategic, coordinated social media campaigns."[33]

[36] Go to https://www.linkedin.com/in/joseph-hill-b7b414153.

[37] See https://www.sierrasun.com/news/announcements/newest-americorps-team-begins-work-at-lake-tahoe/.

[38] Go to http://transparentnevada.com/salaries/2017/incline-village-general-improvement-district/joseph-a-hill/.

[39] Here we have another example that IVGID staff do not understand what IVGID really is. Listen to its description of its sustainability program: "the purpose of...IVGID('s) Sustainability Program is to responsibly manage resources under IVGID's care, protect [illegible] environmental duties to the citizens and community while providing cost-effective services to ratepayers. Sustainability holds importance to Incline Village Public Works in terms of environmental, social and economic security" (go to https://josephahill.com/adventures/work-experience/ivgid-waste-not/). IVGID is nothing more than a limited purpose [NRS 308.010(2)] special district [NRS 308.020(2)]. Because it is *not* a municipality with general police powers, it possesses no community "social" nor "environ-mental" duties. Insofar as the residents of Incline Village/Crystal Bay are concerned, those duties are owed by Washoe County rather than IVGID.

[40] See IVGID Resolution No. 1836 [see item ¶J(6) at https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Regular_Meeting_4-29-2015.pdf].

benefits, I learned that STOKE's tools/templates and marketing are based on a ski resort's annual gross revenue[41] (AGR):

| AGR: | < $499K | $500K - 999K | $1M - 4M | $5M - 9M | $10M - 19M | $20M - 49M |
|---|---|---|---|---|---|---|
| Biennial Membership Dues: | $350.00 | $500.00 | $750.00 | $1,000.00 | $1,250.00 | $1,500.00 |

Given Diamond Peak's AGR is in the $5M-$9M range, membership dues are $1,000 commencing the year after initial certification. In addition, IVGID was charged around an additional $1,000 for an independent evaluator to secure STOKE certification, which included his/her services (2-3 days) and travel expenses (driving from Truckee) plus meals and accommodations.

**So What Other Ski Areas Have Seen the Value in Attaining STOKE Certification**? Other than Ashland, Oregon, essentially none other than Diamond Peak[42]. Although China Peak Ski Area was "benchmarked" for certification[43] on July 14, 2015[44], certification still hasn't been attained. And this is in spite of the fact that China Peak has allegedly been "striving to achieve certification by 2017."[31] I submit that China Peak cannot see the value and thus will not pay for this service. Although I doubt I am wrong, any cynic is free to contact China Peak directly to learn of their reasons.

**And Now the Co-Founder of STOKE[45] Has Surfaced as an "Industry Expert" For POW's *Future of Skiing* Event**: on February 29, 2020. Coincidental or incestuous?

**Conclusion**: Both POW and STOKE programs reveal the wasteful expenditure of massive amounts of unreimbursed public employee time and public dollars on endeavors having little if anything to do with the legitimate purpose for IVGID's existence and the assessment of its RFF (i.e., making public recreational facilities "available" to be used by local parcel/dwelling unit owners. Although both of these programs sound like good ideas from an environmentally conscious position, they do nothing financially for a ski resort other than to waste revenue. If our public employees were precluded from pursuing these meaningless self-promoting endeavors, and they were required to

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[41] Go to https://www.stokecertified.com/pricing/

[42] Go to https://www.stokecertified.com/members/.

[43] Benchmarking consists of nothing more than submittal of an applicant's "self-benchmark...to provide deeper insight into all of STOKE's criteria and compliance indicators (and to) efficiently assess (the applicant's)...current operations. After the benchmark is submitted and reviewed by the STOKE board for authenticity, (the recipient) receive(s) the 'STOKE Benchmarked' logo for use on (its) marketing materials and a STOKE Benchmarked profile on (the STOKE) website."[35]

[44] Go to https://www.stokecertified.com/members/china-peak/.

[45] See https://www.stokecertified.com/team/.

spend their time attempting to make our recreational facilities operate revenue neutral or positive, I predict we would need a whole lot *less* employees. But then that would be counter-productive to one of the major purposes for IVGID's existence[46]; providing over compensated and over benefited employment[47] to persons *who mostly do not live in Incline Village/Crystal Bay*. Which explains why staff have associated themselves with both of these programs and suggests that there are many, many other programs like these that the Board and the public have no clue actually exist.

So now that you know the truth behind these and similar other programs, is it any wonder then that ***the RFF is as High as it is***?

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

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[46] At least insofar as our public employees are concerned.

[47] IVGID is Incline Village's largest employer.

# EXHIBIT "A"

# POW RESORT ALLIANCE

In accordance with IVGID's Long Range Principle #1 (Resources and Environment) and with the assistance of the IVGID Waste Not team, Diamond Peak is excited to be joining the POW Resort Alliance. As the newest member of the POW Resort Alliance, Diamond Peak will work with Protect Our Winters to mobilize the community to be a part of the solution to the climate crisis. The POW Resort Alliance is a network of resorts from around the world leveraging their businesses to create a carbon neutral future - one full of powder days. Through the Alliance, POW will provide the tools and opportunities to take meaningful action against climate change while helping Diamond Peak engage guests. Together we will build an emotional connection with the core of the snow sports culture who truly care about climate change.

The future of the ski industry depends on a stable climate, in order to create lasting action we need to not only reduce emissions at the resort but amplify the voices of the business, the employees and the customers to help protect these places we love to work and play. POW is excited to welcome Diamond Peak to the Alliance and looks forward to leveraging this incredible opportunity to ensure the employees' and customers' voices are heard. Ski resorts can make a difference and protect their bottom lines at the same time!

**February 29: POW Mixer & Panel**
Learn more about POW, Tahoe's changing winters and how you can help at Diamond Peak's Loft Bar from 4:30-6pm.

*Founded in 2007 by professional snowboarder Jeremy Jones, Protect Our Winters activates outdoor athletes, creatives, scientists and responsible business leaders to advance non-partisan policies that turn a passion for the outdoors into action for climate.*


TAHOE FOREST HOSPICE

Gift & Thrift

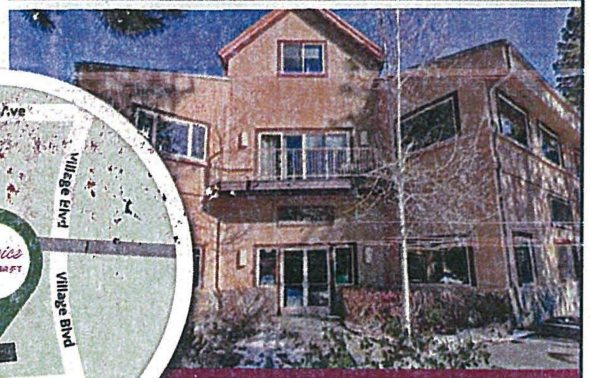
**893 Tahoe Blvd, Ste 1500, Incline Village, NV**
*On the corner of Tanager Street and Enterprise Street next to the underground parking lot.*

**Shop:** **Mon - Sat, 10 am - 5 pm** *(closed 1 - 1:30 pm)*

**Donate:** **Mon - Sat, 10 am - 4 pm** *(space permitting)*
We accept clean, cared for clothing, shoes, accessories, household goods, and current books. We are unable to accept furniture or large items.

**Contact:** **(775) 298-7901**

**Volunteer:** **Interested in volunteering?**
Contact Ann Mazzini at (530) 582-3518.



TAHOE FOREST HEALTH SYSTEM

**tfhd.com**
Store: **(775) 298-7901**

# EXHIBIT "B"

# THE FUTURE OF SKIING:

## TAHOE'S CHANGING WINTERS & HOW YOU CAN HELP

Have you ever wondered what the future of winter looks like? Or about the science behind our snowpack? Diamond Peak is teaming up with Protect Our Winters to present a happy hour and discussion on the science of snow and how you can help protect your passion with experts from the University of Nevada, Stoke Certified, and Olympic Snowboarder Elena Hight. Join us!

PHOTO COURTESY DIAMOND PEAK

**DIAMOND PEAK SKI RESORT'S LOFT BAR**
**1210 SKI WAY, INCLINE VILLAGE, NEVADA**
**SATURDAY, FEBRUARY 29TH, 2020**
**4:30-5:00PM HAPPY HOUR MEET & GREET WITH ELENA HIGHT AND PANELISTS**
**5:00-6:00PM DISCUSSION, Q&A, AND RAFFLE**

PROTECT OUR WINTERS

Diamond Peak

+ GOOGLE CALENDAR + ICAL EXPORT

## Details

**Date:**
February 29

**Time:**

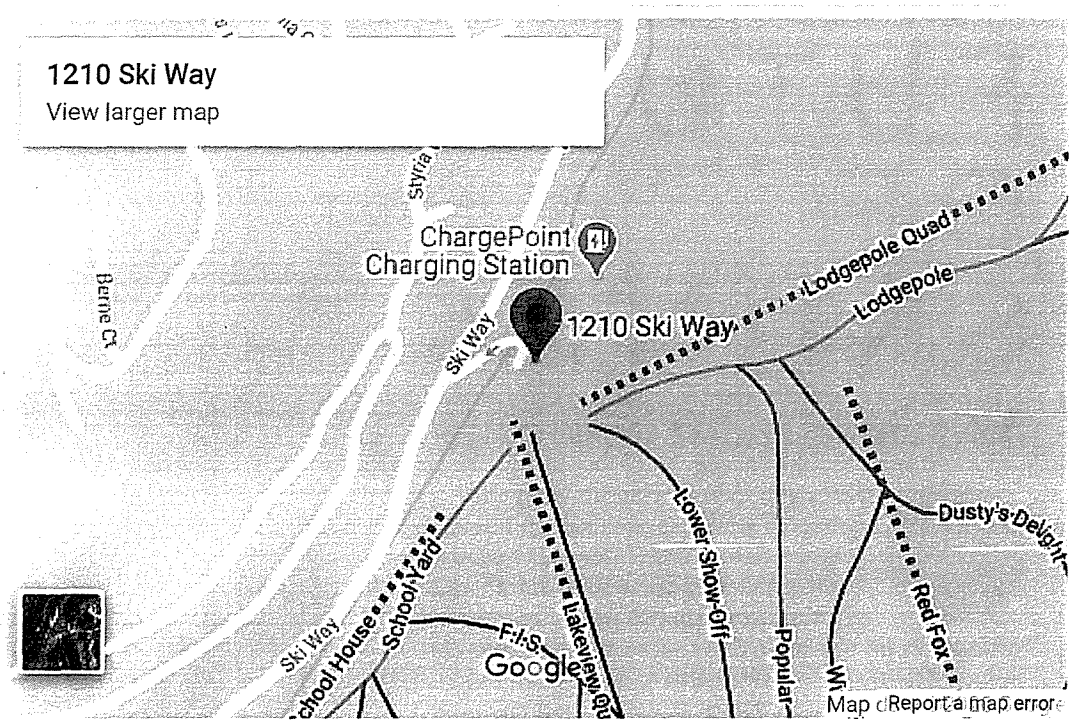
## Venue

Diamond Peak Ski Resort's Loft Bar

4:30 pm - 6:00 pm

1210 Ski Way
Incline Village, Nevada
89451 - Google Map

**Website:**
https://www.facebook.com/events/1753429714987/




« Passion Into Purpose: How Sugarbush is Tackling Climate Change and Policy

The Luggi Foeger Uphill/Downhill Festival »

## GET UPDATES

Every big adventure starts small. Solving our climate crisis is no different. Start your journey to climate advocacy with our newsletter.

# EXHIBIT "C"

POW PROTECT OUR WINTERS

MENU

# EVENTS

« All Events

## The Luggi Foeger Uphill/Downhill Festival

**March 28 @ 8:00 am - 5:00 pm**

« The Future of Skiing: Tahoe's Changing Winters & How You Can Help

The Luggi Foeger Uphill/Downhill Festival and SkiMo Race takes place on Saturday, March 28, 2020. Competitors race to the top of the mountain using whatever human-powered method you prefer – skins, snowshoes, running shoes, etc. – then ski, snowboard, snowshoe, or run back down to the finish line. For those of a less competitive nature, a recreational course will be available.

Winners are awarded for both categories. The weekend will also include fun activities in the base area including ski boot races, live music, fun relays, and more! Costumes are strongly encouraged.

Benefits from the race go Protect Our Winters and Tahoe Institute of Natural Science.

DP_Poster20_LuggiFoegerFestival_11x17withsponors_1.31

+ GOOGLE CALENDAR + ICAL EXPORT

## Details

**Date:**
March 28

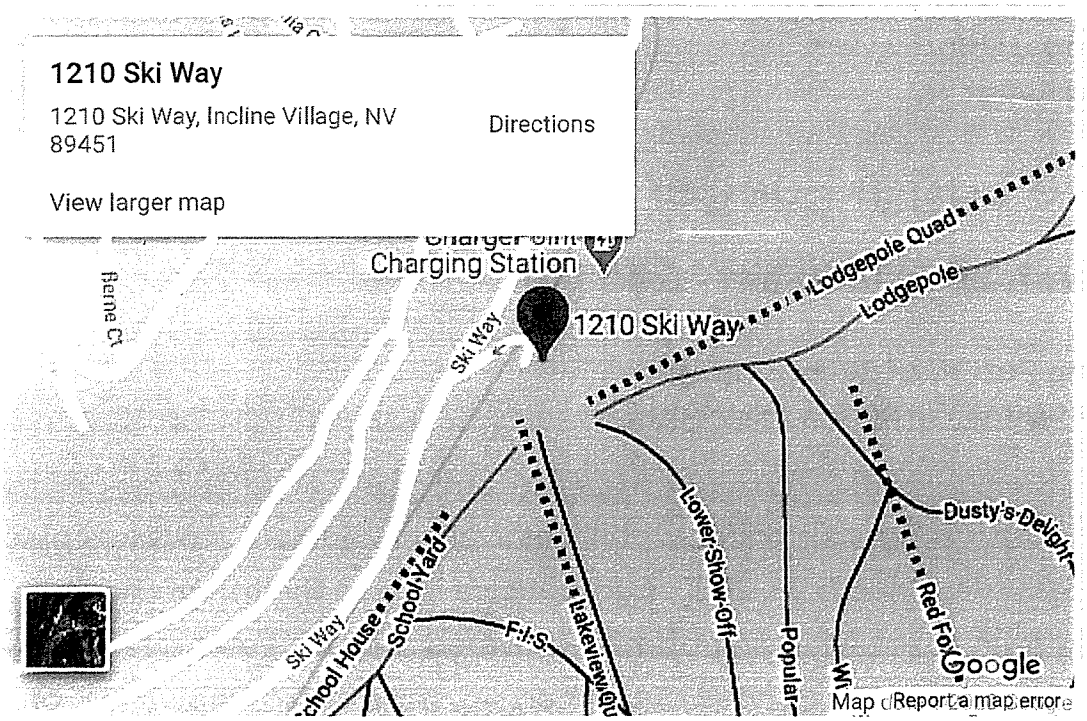
**Time:**
8:00 am - 5:00 pm

**Website:**
https://www.diamondpeak.com/events/details/luggi-foeger-uphill-downhill-festival

## Venue

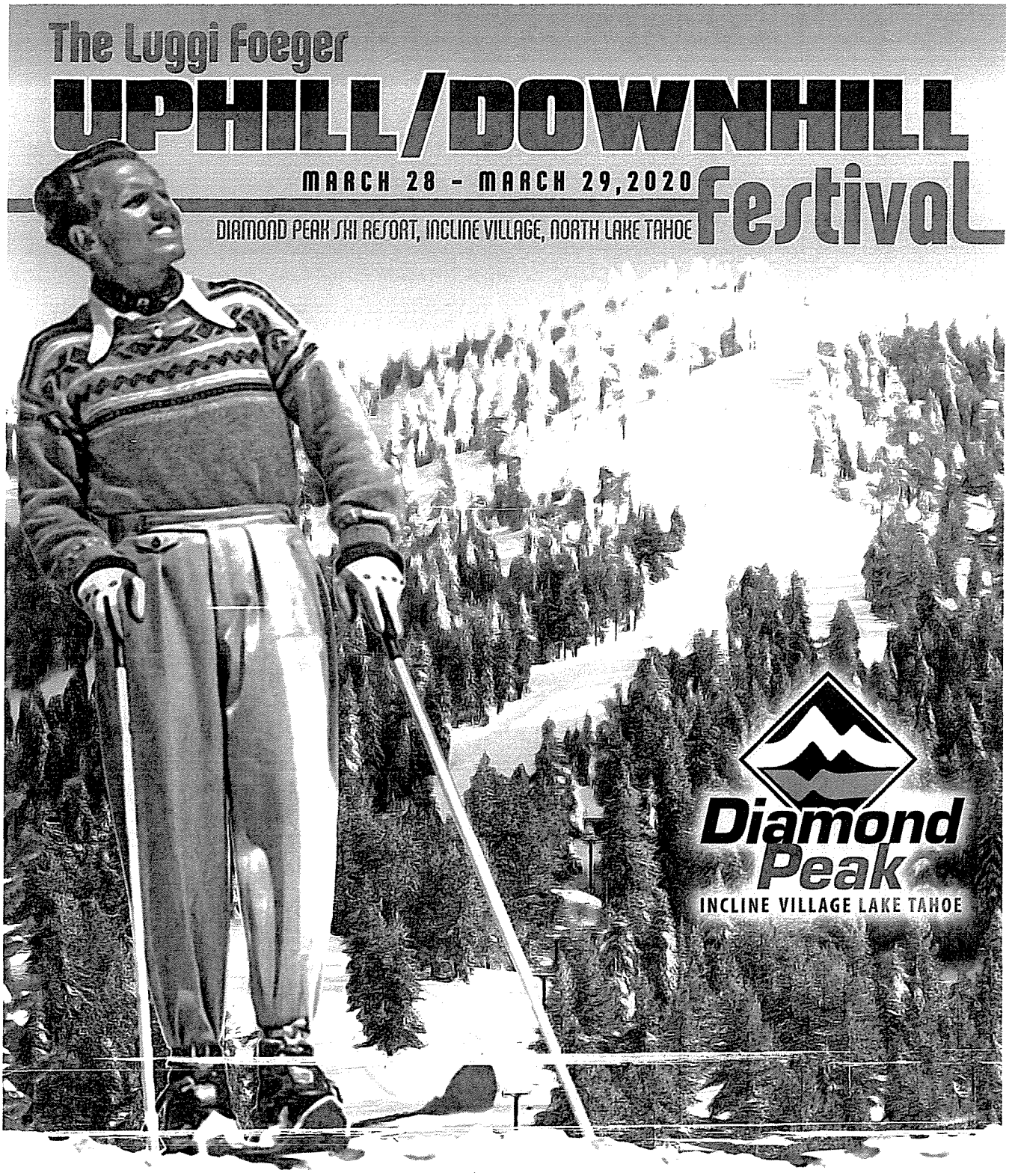
Diamond Peak Ski Resort's Loft Bar

1210 Ski Way
Incline Village, Nevada
89451 + Google Map




« The Future of Skiing: Tahoe's Changing Winters & How You Can Help

# GET UPDATES




# SPONSORS AND DETAILS

**SATURDAY: DEMOS, MUSIC & UPHILL/DOWNHILL RACE**

**SUNDAY: SNOWSHOE HIKE, MUSIC & MORE**

*Visit diamondpeak.com/events for details & registration*

PREMIER PARTNERS:

ARC'TERYX STANFORD CENTER

TAHOE MOUNTAIN SPORTS

patagonia

PARTNERS:

MOUNTAINEERING

DYNAFIT

WESTON SNOWBOARDS

Black Diamond

NEVER SUMMER INDUSTRIES

CAMP

FISCHER

Alibi ALE WORKS

DRINK COFFEE DO STUFF

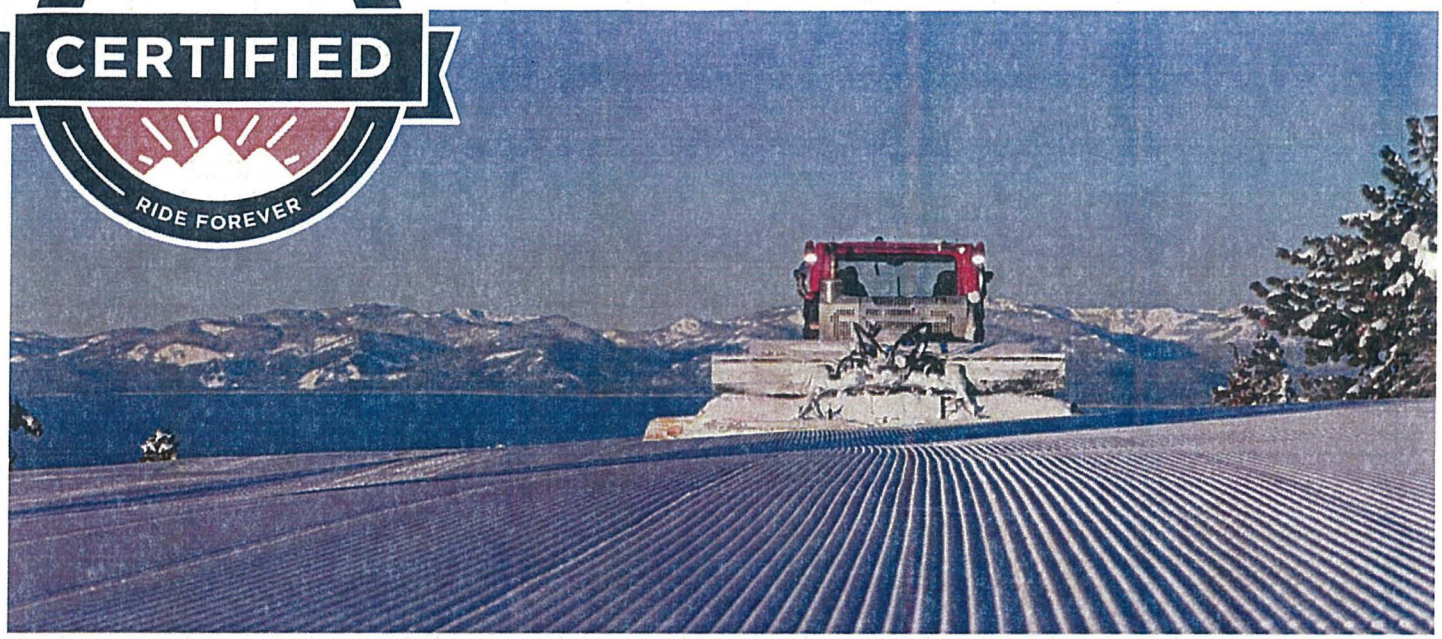
VILLAGE SKI LOFT

FESTIVAL BENEFITS:

POW PROTECT OUR WINTERS

THE INSTITUTE FOR NATURAL SCIENCE

# EXHIBIT "D"



# STOKE CERTIFICATION

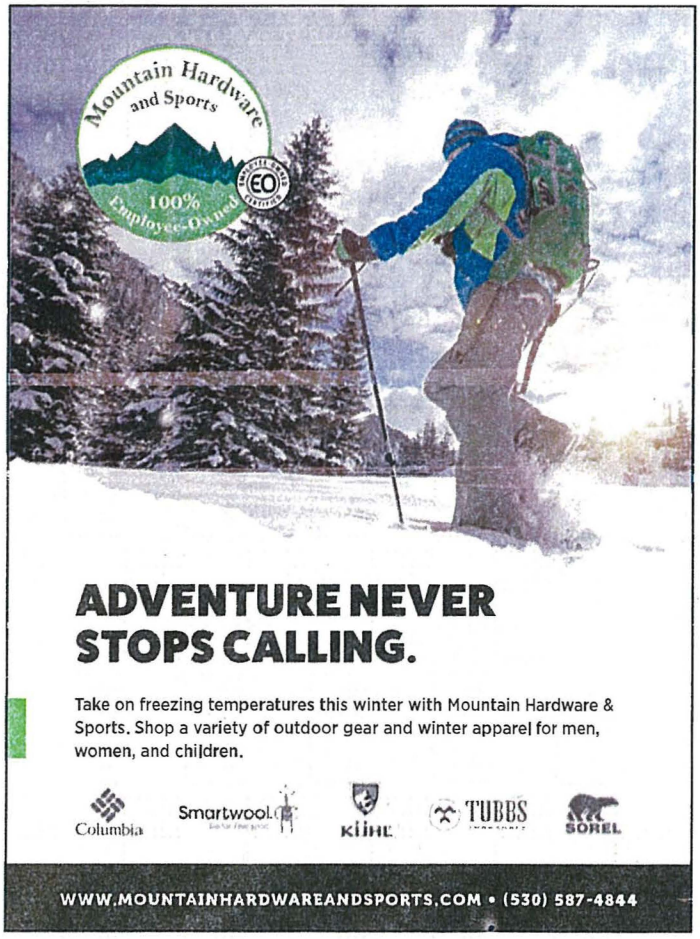
## Diamond Peak Ski Resort Achieves Stoke Certification For Sustainability

Renowned for its panoramic views of Lake Tahoe, Diamond Peak Ski Resort is now recognized for their sustainability initiatives as the first ski resort in Lake Tahoe to become STOKE Certified. As one of the early adopters of the STOKE Snow certification program during the 2015-16 season, the community-owned ski resort has been diligently following their Roadmap Report to achieve best practices in snowmaking, interpretation, waste diversion, and community development.

STOKE Certified—the Sustainable Tourism Operator's Kit for Evaluation—is the world's first sustainability certification body with standards built specifically for surf and ski tourism operators. The organization was founded with a mission to assist resorts in developing systematic approaches to sustainability, environmental responsibility, customer loyalty, and staff retention.

"My love for snowboarding, and passion for protecting mountain playgrounds was born from my first turns above Lake Tahoe at Diamond Peak," said STOKE Certified Co-Founder Carl Kish "Ultimately, it's what inspired me to create STOKE. This has come full circle for me and words cannot describe how grateful I am to Diamond Peak for believing in STOKE from day one and representing the program with integrity."

During the 2017-18 ski season, Diamond Peak was evaluated against the 110 criteria in the STOKE Snow standard by an independent evaluator, Pete Blanchard. The ski area achieved an overall compliance score of 78% across all four categories of sustainability performance, making it the second STOKE Certified ski area behind Oregon's Mt. Ashland Ski Area.



**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 12, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM H(2) – HIRING A THIRD PARTY PROFESSIONAL TO CONDUCT AN UNBIASED UTILITY RATE STUDY**

**Introduction**: Here the interim General Manager proposes hiring a consultant to perform three (3) studies related to our utility rates. Here I address the third study – our utility rates. And that's the purpose of this written statement.

**For the Last Ten (10) or More Years I Have Attended "So Called" Utility Rate Studies Conducted by Our Director of Public Works, Joe Pomroy**: In my opinion they were all flawed because Mr. Pomroy had, and currently has, a conflict of interest. Because he is an IVGID employee, Mr. Pomroy is incentivized to promote a methodology for establishing rates that is unjust, unfair and discriminatory[1] because it favors District owned business properties to the detriment of residential properties. Instead of concentrating on this methodology, we have been told meaningless factors such as how reasonable our rates allegedly are, compared to select competitive comparables. Consider the following examples of that discrimination:

**Excess Water Charges**: ¶2.24 of water ordinance no. 4[2] provides for excess water charges. These charges are defined as "that portion of the monthly billing to pay excess costs of supplying water above baseline amounts." Excess water charges "are calculated in two steps: Tier 1 determines the cost for all water used greater than the gallon threshold set in the current Schedule of Service Charges[3] (here 20,000 gallons) multiplied by (a) capacity adjustment factor[4] ('CAF'). Tier 2 determines

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[1] As I have argued before, when water and sewer services are delivered by a publicly owned provider, just and reasonable rates cannot favor a service class nor be greater than the actual costs the provider incurs plus a reasonable reserve for anticipated emergency and capital expenditures [see the discussion under *Springfield Gas & Electric Co. v. City of Springfield*, 292 Ill. 236, 126 N.E. 739 (1920) [affirmed at 257 U.S. 66, 42 S.Ct. 24 below]. Moreover, NRS 704.040(2) instructs that "every unjust and unreasonable charge for service of a public utility is unlawful."

[2] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/Ordinance_4_-_04102019_Resolution_1867.pdf ("the water ordinance").

[3] That schedule appears at https://www.yourtahoeplace.com/uploads/pdf-public-works/Schedule_of_Service_Charges_-_2019_Resolution_1868.pdf, and a copy is attached as Exhibit "A" to this written statement.

[4] The capacity adjustment factor is defined at ¶2.12 of the water ordinance as "the relative flow of each water service size as compared to that of a ¾ (inch) service." In other words, the maximum capacity of water flowing through a 1" water line is 1.67 times that of a ¾" water line. That of a 2" water line is 5.33 times that of a ¾" water line. And that of a 10" water line is 76.65 times that of a ¾" water line. A more comprehensive comparison appears at page 10 of both the water and sewer ordinances, and a copy of that page from the water ordinance is attached as Exhibit "B" to this written statement.

the cost for all water used greater than the gallon threshold set in the current Schedule of Service Charges (here 60,000 gallons) multiplied by the" CAF[2].

So what do excess water charges translate into real dollars and cents? Under the current rate schedule[3], each 1,000 gallons of water use is charged a variable cost of $1.55. Each 1,000 gallons of water use between 20,000-60,000 gallons in a monthly billing period is charged $2.48 (a 60% increase). And each 1,000 gallons of water use in excess of 60,000 gallons in a monthly billing period is charged $3.82 (a 147% increase).

Approximately 120 residential water customers are assessed excess water charges for their consumption of more than 20,000 gallons of water in a monthly billing period. The remaining approximate 8,000 water customers escape excess water charges altogether, even though they may consume more than 20,000 gallons of water in a monthly billing period, for primarily three reasons.

First, they have no landscaping or a second/vacation homeowners and for these reasons do not consume in excess of 20,000 gallons of water in a monthly billing period.

Second, Mr. Pomroy has created a "Public Service Recreation" exemption ("accounts where the primary irrigation water use is for outdoor parks and recreation accessible to the public...These include parks and recreation facilities, golf courses, snowmaking, and school playgrounds and fields") for IVGID and its favored collaborators[5] which permits them to consume as much water as they please, oftentimes well in excess of 20,000 gallons of water in a monthly billing period, without being assessed excess water charges.

Finally, Mr. Pomroy has created the CAF which primarily applies to commercial users which is intended to allow them to consume far more than 20,000 gallons of water in a monthly billing period, and far more than they can possibly ever consume. By way of example, let's assume a commercial user receives its water through a 2" water line. Given the CAF for a 2" water line is 5.33[4], and thus this class of customer is allotted 5.33 times 20,000 gallons of water in a monthly billing period[3], excess water charges do not begin to apply until this customer consumes in excess of 106,600 gallons of water in a monthly billing period. And given the CAF for a 10" water line[6] is 76.65[4], and thus this class of customer is allotted 76.65 times 20,000 gallons of water in a monthly billing period[3], excess water charges do not begin to apply until this customer consumes in excess of 1,533,000 gallons of water in a monthly billing period.

Given Mr. Pomroy asserts that the purpose of excess water charges is to create a financial incentive for water customers to conserve water use, here we see the justification is nothing more than lip service. Discriminatory lip service to the District's commercial venues' benefit.

**Excess Water Charges Should be Applied Uniformly to *ALL* Customer Classes, Regardless of Their CAFs, at the Same Tier 1 and Tier 2 Rates Assessed to Residential Customers:**

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[5] See ¶2.40 of the water ordinance.

[6] For Diamond Peak snowmaking assuming the Public Service Recreation exemption[5] did not exist.

**The Water Public Service Recreation Exemption[5] Should be Eliminated Altogether Because it Represents an Unreasonable Preference Which Primarily Benefits IVGID – the Entity Which Has Adopted It:**

**Water Capital Improvement Charges ("CICs")**: ¶15.01 of the water ordinance provides for CIC charges. These charges are supposed to "represent...each customer's contribution to the overall capital improvement of the total utility infrastructure for replacement and upgrade." However the way they are calculated is grossly preferential and discriminatory in IVGID's favor.

Similar to excess water charges, each user's CIC is calculated by multiplying a CIC by the CAF[3]. Thus the commercial water customer with a 1" water line pays a monthly CIC which is 1.67 times that of a residential customer with a ¾" water line. And the water customer with a 2" water line pays a monthly CIC which is 5.33 times that of a residential customer with a ¾" water line. And the water customer with a 10" water line pays a monthly CIC which is 76.65 times that of a residential customer with a ¾" water line.

**Commercial Customers' Water CICs Should be Increased Based Upon Their Actual Water Consumption Rather Than the Diameter of Their Water Lines**: What are the water infrastructure requirements commercial customers like IVGID placed on the public's water system? How about up to "40 million gallons of water for snowmaking use (just) in a season" of 2-3 months just at Diamond Peak[7]? Or IVGID's two Lake Tahoe golf courses, each of which "typically uses 75 million gallons per year in irrigation water?"[7] Or "water...pumps" capable of pumping "as much as 3,000 gallons (of water)/minute"[7] (half of IVGID's system wide capabilities from Lake Tahoe), just for Diamond Peak snowmaking? Or "water...tanks" capable of storing "as much as "3 million gallons" of water just for Diamond Peak snowmaking?"[7] Or a water system that can feed sixty-five percent (65%) of the "4.6 million gallons used community wide...during (just one) 24-hour period (at) Diamond Peak for its snowmaking?"[7] Or the staff coordination necessary for your Public Works "water staff to stay...in close contact with...Diamond Peak's snowmaking staff?"[7] If the Board compares these and the many other undisclosed requirements staff are well aware of yet do not share with the Board and the public to those of your median residential customer, it should come to the conclusion commercial customers' demands on the public's water system are legion compared to those of the median residential customer. Given the median residential customer uses 1,909 gallons of water per month in the winter season, and Diamond Peak uses 40,000,000 gallons in just 2-3 months for snowmaking, why is IVGID only being assessed a maximum of 76.65 times what the residential customer is charged for water CICs[8]? ***Is this an example of "balanc(ing) costs equitably among user classes"*** staff have represented to the Board and the public[9]?

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[7] See IVGID's December 2018 Public Works Newsletter.

[8] 40,000,000 gallons of water consumed over a 3 month period averages roughly 13,333,333 million gallons/month. Given the median residential water customer consumes 1,909 gallons of water/month during the same time of the year, ***Diamond Peak's demands are nearly 7,000 times more than those of the median residential water customer***.

**A New Water Customer Class (IVGID Recreational Venues) Should be Created Which More Fairly Apportions the Public's Costs to This Class of Users**: Currently, the District only has two classes of customers; residential, and commercial. Because IVGID's commercial businesses create so much more demand on the public's water system, a new customer class should be created which more fairly apportions these business' water demands.

**Defensible Space Charges**: reimburse the District for the yearly cost it incurs with the North Lake Tahoe Fire Protection District ("NLTFPD") to create and maintain a protective "halo" in the forests surrounding Incline Village/Crystal Bay to protect these communities from a catastrophic fire such as the 2007 Angora Fire which devastated South Lake Tahoe. As such, they have nothing to do with a cost IVGID incurs to make water available to its water customers.

Moreover, IVGID has no power to levy fees to "eliminate fire hazards existing within the District," nor to "clear public highways and private lands of dry grass, stubble, bushes, rubbish and other inflammable material which in its judgment constitute a fire hazard" [see NRS 318.1181(2)(3)]. Only general improvement "districts created wholly or in part for the purpose of furnishing fire protection" are the only ones that can exercise these powers[10].

Finally, local property owners are already paying the NLTFPD *ad valorem* taxes so it can provide defensible space services (check your tax bill). Why then require IVGID's water customers to pay the NLTFPD a second time under the label "defensible space?"

Notwithstanding all of the above, the water ordinance[3] charges each user a monthly defensible space charge.

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[9] See page 29 of the packet of materials prepared by staff in anticipation of the Board's January 23, 2019 meeting ["the 1/23/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_1-23-19.pdf)].

[10] See NRS 318.116(17). Moreover, recall my discussion of *Dillon's Rule* in my written statement concerning Protect Our Winters ("POW") which is submitted contemporaneously herewith: "a municipal corporation possesses and can exercise...those...powers...granted in *express words*...those *necessarily or fairly implied* in or *incident* to the powers expressly granted (and)...those *essential* to the accomplishment of the declared objects and purposes of the corporation - not simply convenient, *but indispensable*...Any fair, reasonable, substantial doubt concerning the existence of power is resolved by the courts *against* the corporation" [*Ronnow v. City of Las Vegas*, 57 Nev. 332, 343, 65 P.2d 133 (1937)]. Because IVGID has never been granted the basic power to "furnish...facilities for protection from fire, as provided in NRS 318.1181" or otherwise; and, GIDs can only assume those powers expressly granted by their County Board of Commissioners in their initiating [NRS 318.055(4)(b)] and supplemental [NRS 318.077] ordinance(s), *and no others* [A.G.O. 63-61, p.103 (August 12, 1963)]; IVGID has no power to provide defensible space services, let alone involuntarily. And if there be any fair, reasonable, substantial doubt concerning the existence of this power, it is to be resolved *against* IVGID.

**Defensible Space Charges Should be Removed From Customers' Water Bills Altogether Inasmuch as They Have Zero to Do With the Cost IVGID Incurs to Provide Water Services to its Customers**: Publicly owned utilities can only charge the public rates which are just, reasonable and neither preferential, "discriminat(ory nor)...exorbitant." In other words, rates which are "simply high enough to produce revenue sufficient to bear all costs of maintenance...operation...interest charges on bonds and...accumulation of a surplus...sufficient to (service) all outstanding bonds" [*Springfield Gas & Electric*[11], *supra*, at 126 N.E. 744 (1920)]. Since defensible space is not a legitimate cost associated with delivering water, it cannot be involuntarily charged to IVGID's water customers.

**Water Administrative Charges**: ¶2.02 of the water ordinance provides for an administrative charge "for administrative and customer service costs." Notwithstanding these same services are provided to all approximate 8,900 residential water users, administrative charges are only billed to each water account. Because most condominium and PUD water accounts service dozens if not hundreds of residential dwelling units, it turns out in excess of 4,500 dwelling units are not being charged water administrative and customer service costs. And they must.

**Just Like Defensible Space Costs, Each Dwelling Unit Should be Charged Water Administrative Charges**: The fact they are not is another reason why the schedule of water charges is unjust, unreasonable, inequitable and should be changed.

**Variable Sewer Fees**: ¶2.45 of the sewer ordinance[12] no. 2 provides "that (a) portion of the monthly billing...pays for the variable costs of (sewer) service (and that it)...is calculated based on water use." In other words, rather than the volume of effluent the District's sewer customers discharge into the public's sewer system, sewer charges are based upon the amount of water consumed[13].

**For This Reason Variable Sewer Charges Should be Eliminated Altogether Because IVGID Has No Means of Measuring *Any* Sewer Customer's Discharge Into the Public's Sewer System**:

**Sewer Capital Improvement Charges ("CICs")**: ¶2.02 of the sewer ordinance provides for CIC charges. These charges are alleged to "pay for capital costs of service." And like water CICs, "commercial customers (are charged a fixed)...rate multiplied by the appropriate CAF for their Service Size."

**Commercial Customers' Sewer CICs Should be Increased Based Upon Their Actual Effluent Discharges Into the Public's Sewer System, Rather Than the Diameter of Their Water Lines**:

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[11] Cited with approval by the Nevada Attorney General at A.G.O. 53-231 (February 9, 1953).

[12] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/Ordinance_2_-_04102019_Resolution_1866.pdf ("the sewer ordinance").

[13] The schedule of current sewer charges appears at https://www.yourtahoeplace.com/uploads/pdf-public-works/Schedule_of_Service_Charges_-_2019_Resolution_1868.pdf, and a copy is attached as Exhibit "C" to this written statement.

**Sewer Administrative Charges:** ¶2.02 of the sewer ordinance provides for an administrative charge "for administrative and customer service costs." Notwithstanding these same services are provided to all sewer users, administrative charges are only billed to each water account. Because most condominium and PUD sewer accounts service dozens if not hundreds of residential dwelling units, it turns out in excess of 4,500 dwelling units are not being charged sewer administrative and customer service costs. And they must.

**Just Like Defensible Space Costs, Each Dwelling Unit Should be Charged Sewer Administrative Charges**: The fact they are not is another reason why the schedule of sewer charges is unjust, unreasonable, inequitable and should be changed.

**Another New Customer Class (Treated Wastewater Users) Needs to be Created Which More Fairly Apportions the Public's Costs to This Class of Users**: Last year I learned that the District was providing treated sewer wastewater to at least two commercial customers in Douglas County. Yet Mr. Pomroy has never mentioned this fact in any of the utility rate studies I have attended over the last ten (10) or more years. Since this is a unique class of customer, a new customer class needs to be created and rates adopted which more closely align to the costs IVGID incurs to make this wastewater available to these customers.

**The 225 or More Unimproved Lots Within IVGID's Boundaries Are Not Charged "Standby Service Charges:"** According to staff there are approximately 225 vacant lots in Incline Village and Crystal Bay which do not receive water or sewer services. Even though IVGID has incurred public moneys to construct water and sewer systems which are *available* for these 225 vacant lots to physically connect to and begin receiving water and sewer services, when they choose to do so, the current water and sewer rates do not charge the owners of these parcels "standby service charges." I find this practice to be excessively disingenuous given IVGID's Recreation ("the RFF") and Beach ("the BFF") Facility Fees represent the same type of "standby service charge" for the same *availability* to use the public's recreational facilities that would extend to the public's water and sewer systems. This is another reason why current water and sewer rates are unjust, unreasonable and inequitable.

**Backflow Prevention Device Inspection/Testing[14] Fees Should be Reduced to the District's Actual Costs Rather Than the Profit Center it is Currently Administered as**: Under the District's current schedule of charges, a $65 charge is assessed for the inspection of each backflow prevention device[15]. Moreover, putting aside the fact that the current fees exceed the District's actual costs, where a customer has multiple devices installed on its property, it is assessed multiple inspection/testing fees.

**Conclusion**: The law mandates that IVGID's water and sewer charges be just and reasonable. But they are not because Mr. Pomroy has adopted a methodology which favors IVGID's commercial

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[14] Which is mandatory under ¶16.03(D) of the water ordinance.

[15] The schedule of charges which evidences this charge[3] is attached as Exhibit "D" to this written statement.

businesses to the detriment of local residential customer. A third party professional is required who can scrutinize the current methodology and recommend modifications which more fairly allocate the costs to operate and maintain the public's water and sewer systems to those who place the greatest demands upon those systems. Only by making the structural changes suggested, can the Board make its water/sewer rates just, fair, non-discriminatory and non-preferential. A third party professional without the conflict of interest Mr. Pomroy exhibits is necessary to accomplish this endeavor. This is more important than staff's "sky is falling warning" that "by holding...utility rates to the current amounts this **will have** operating, capital budget and Utility Fund Reserve impacts."[16]

And if you're an IVGID utility customer asking yourself why your utility rates have been increasing at such an alarming rate, I've just provided more evidence; the methodology for rate making under Mr. Pomroy, is systematically flawed.

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

[16] See page 31 of the packet of materials prepared by staff in anticipation of this meeting ["the 2/12/2020 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-12-2020.pdf)].

# EXHIBIT "A"

INCLINE VILLAGE
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# WATER - SCHEDULE OF SERVICE CHARGES

**As Adopted on 4/10/19, Resolution No. 1868**

| Residential & 3/4" Service Rates (CAF = 1) | |
|---|---|
| Water Base x CAF x Users | $11.97 |
| Water Capital Improv x CAF x Users | $15.10 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **3/4" Base Monthly Invoice** | **$32.09** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 20,000 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 60,000 gal | $1.34/1000 gallons |
| 3/4" Water Connection | $1,610 |
| 3/4" Water Retroactive Capital Improv | $1,840 |

| 1" Service Rates (CAF = 1.67) | |
|---|---|
| Water Base x CAF x Users | $19.99 |
| Water Capital Improv x CAF x Users | $25.22 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **1" Base Monthly Invoice** | **$50.23** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 33,400 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 100,200 gal | $1.34/1000 gallons |
| 1" Water Connection | $2,680 |
| 1" Water Retroactive Capital Improv | $3,070 |

| 1.5" Service Rates (CAF = 3.33) | |
|---|---|
| Water Base x CAF x Users | $39.86 |
| Water Capital Improv x CAF x Users | $50.28 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **1.5" Base Monthly Invoice** | **$95.16** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 66,600 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 199,800 gal | $1.34/1000 gallons |
| 1.5" Water Connection | $5,350 |
| 1.5" Water Retroactive Capital Improv | $6,120 |

| 2" Service Rates (CAF = 5.33) | |
|---|---|
| Water Base x CAF x Users | $63.80 |
| Water Capital Improv x CAF x Users | $80.48 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **2" Base Monthly Invoice** | **$149.30** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 106,600 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 319,800 gal | $1.34/1000 gallons |
| 2" Water Connection | $8,560 |
| 2" Water Retroactive Capital Improv | $9,790 |

| 3" Service Rates (CAF = 10) | |
|---|---|
| Water Base x CAF x Users | $119.70 |
| Water Capital Improv x CAF x Users | $151.00 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **3" Base Monthly Invoice** | **$275.72** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 200,000 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 600,000 gal | $1.34/1000 gallons |
| 3" Water Connection | $16,070 |
| 3" Water Retroactive Capital Improv | $18,380 |

| 4" Service Rates (CAF = 16.67) | |
|---|---|
| Water Base x CAF x Users | $199.54 |
| Water Capital Improv x CAF x Users | $251.72 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **4" Base Monthly Invoice** | **$456.28** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 333,400 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 1,000,200 gal | $1.34/1000 gallons |
| 4" Water Connection | $26,780 |
| 4" Water Retroactive Capital Improv | $30,630 |

| 6" Service Rates (CAF = 33.33) | |
|---|---|
| Water Base x CAF x Users | $398.96 |
| Water Capital Improv x CAF x Users | $503.28 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **6" Base Monthly Invoice** | **$907.26** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 666,600 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 1,999,800 gal | $1.34/1000 gallons |
| 6" Water Connection | $53,540 |
| 6" Water Retroactive Capital Improv | $61,240 |

| 8" Service Rates (CAF = 53.33) | |
|---|---|
| Water Base x CAF x Users | $638.36 |
| Water Capital Improv x CAF x Users | $805.28 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **8" Base Monthly Invoice** | **$1,448.66** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 1,066,600 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 3,199,800 gal | $1.34/1000 gallons |
| 8" Water Connection | $85,670 |
| 8" Water Retroactive Capital Improv | $97,990 |

| 10" Service Rates (CAF = 76.65) | |
|---|---|
| Water Base x CAF x Users | $917.50 |
| Water Capital Improv x CAF x Users | $1,157.42 |
| Water Admin Fee per Account | $3.97 |
| Defensible Space x Users | $1.05 |
| **10" Base Monthly Invoice** | **$2,079.94** |
| Water Use | $1.55/1000 gallons |
| Water Tier 1 - Use above 1,533,000 gal | $0.93/1000 gallons |
| Water Tier 2 - Use above 4,599,000 gal | $1.34/1000 gallons |
| 10" Water Connection | $123,140 |
| 10" Water Retroactive Capital Improv | $140,840 |

# EXHIBIT "B"

| Water Service Size | Capacity Adjustment Factor (CAF) |
|---|---|
| 1" | 1.67 |
| 1.5" | 3.33 |
| 2" | 5.33 |
| 3" | 10.00 |
| 4" | 16.67 |
| 6" | 33.33 |
| 8" | 53.33 |
| 10" | 76.65 |

**2.13 Capital Improvement Charge**

That portion of the monthly billing to pay for capital costs of service. For billing purposes, commercial customers will be billed this rate multiplied by the appropriate capacity adjustment factor for their service size.

**2.14 Contractor**

An individual, firm, corporation, partnership or association duly licensed by the State of Nevada to perform the type of work to be done under the permit.

**2.15 County**

The County of Washoe, Nevada.

**2.16 Cross-Connection**

Any unprotected actual or potential connection or structural arrangement between a public or a consumers potable water system and any other source or system through which it is possible to introduce into any part of the potable water system any used water, industrial fluids, gas, or substance other than the intended potable water with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or change over devices and other temporary or permanent devices through which or because of which backflow can occur are considered to be "cross connections."

**2.17 Customer**

The person in whose name service is rendered, as evidenced by the signature on the application or contract for that service, or in the absence of a signed instrument, by the receipt and payment of bills regularly issued in his name regardless of the identity of the actual user of the service. In the case of single family or individually metered multiple family residences, the customer shall be the owner of the property served, but the billing for service may be sent to the owner in care of his agent with signed authorization from the owner.

**2.18 Customer Service Line**

All piping between the house piping and the service connections.

**2.19 Customer Service Valve**

The control valve downstream of the meter and meter box on the owner's property side of the service assembly.

# EXHIBIT "C"

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# SEWER - SCHEDULE OF SERVICE CHARGES

**As Adopted on 4/10/19, Resolution No. 1868**

| Residential & 3/4" Service Rates (CAF = 1) | |
|---|---|
| Sewer Base x CAF x Users | $19.54 |
| Sewer Capital Improv x CAF x Users | $31.45 |
| Sewer Admin Fee per Account | $3.97 |
| **3/4" Base Monthly Invoice** | **$54.96** |
| Sewer Use* | $3.20/1000 gallons |
| 3/4" Sewer Connection** | $3,230 |
| 3/4" Sewer Retroactive Capital Improv** | $1,940 |

| 1" Service Rates (CAF = 1.67) | |
|---|---|
| Sewer Base x CAF x Users | $32.63 |
| Sewer Capital Improv x CAF x Users | $52.52 |
| Sewer Admin Fee per Account | $3.97 |
| **1" Base Monthly Invoice** | **$89.12** |
| Sewer Use* | $3.20/1000 gallons |
| 1" Sewer Connection** | $5,400 |
| 1" Sewer Retroactive Capital Improv** | $3,240 |

| 1.5" Service Rates (CAF = 3.33) | |
|---|---|
| Sewer Base x CAF x Users | $65.07 |
| Sewer Capital Improv x CAF x Users | $104.73 |
| Sewer Admin Fee per Account | $3.97 |
| **1.5" Base Monthly Invoice** | **$173.77** |
| Sewer Use* | $3.20/1000 gallons |
| 1.5" Sewer Connection** | $10,770 |
| 1.5" Sewer Retroactive Capital Improv** | $6,470 |

| 2" Service Rates (CAF = 5.33) | |
|---|---|
| Sewer Base x CAF x Users | $104.15 |
| Sewer Capital Improv x CAF x Users | $167.63 |
| Sewer Admin Fee per Account | $3.97 |
| **2" Base Monthly Invoice** | **$275.75** |
| Sewer Use* | $3.20/1000 gallons |
| 2" Sewer Connection** | $17,240 |
| 2" Sewer Retroactive Capital Improv** | $10,350 |

| 3" Service Rates (CAF = 10) | |
|---|---|
| Sewer Base x CAF x Users | $195.40 |
| Sewer Capital Improv x CAF x Users | $314.50 |
| Sewer Admin Fee per Account | $3.97 |
| **3" Base Monthly Invoice** | **$513.87** |
| Sewer Use* | $3.20/1000 gallons |
| 3" Sewer Connection** | $32,340 |
| 3" Sewer Retroactive Capital Improv** | $19,430 |

| 4" Service Rates (CAF = 16.67) | |
|---|---|
| Sewer Base x CAF x Users | $325.73 |
| Sewer Capital Improv x CAF x Users | $524.27 |
| Sewer Admin Fee per Account | $3.97 |
| **4" Base Monthly Invoice** | **$853.97** |
| Sewer Use* | $3.20/1000 gallons |
| 4" Sewer Connection** | $53,910 |
| 4" Sewer Retroactive Capital Improv** | $32,380 |

| 6" Service Rates (CAF = 33.33) | |
|---|---|
| Sewer Base x CAF x Users | $651.27 |
| Sewer Capital Improv x CAF x Users | $1,048.23 |
| Sewer Admin Fee per Account | $3.97 |
| **6" Base Monthly Invoice** | **$1,703.47** |
| Sewer Use* | $3.20/1000 gallons |
| 6" Sewer Connection** | $107,790 |
| 6" Sewer Retroactive Capital Improv** | $64,740 |

| 8" Service Rates (CAF = 53.33) | |
|---|---|
| Sewer Base x CAF x Users | $1,042.07 |
| Sewer Capital Improv x CAF x Users | $1,677.23 |
| Sewer Admin Fee per Account | $3.97 |
| **8" Base Monthly Invoice** | **$2,723.27** |
| Sewer Use* | $3.20/1000 gallons |
| 8" Sewer Connection** | $172,470 |
| 8" Sewer Retroactive Capital Improv** | $103,590 |

| 10" Service Rates (CAF = 76.65) | |
|---|---|
| Sewer Base x CAF x Users | $1,497.74 |
| Sewer Capital Improv x CAF x Users | $2,410.64 |
| Sewer Admin Fee per Account | $3.97 |
| **10" Base Monthly Invoice** | **$3,912.35** |
| Sewer Use* | $3.20/1000 gallons |
| 10" Sewer Connection** | $247,890 |
| 10" Sewer Retroactive Capital Improv** | $148,890 |

* **Residental Variable Sewer Costs**: Variable sewer costs for residential customers are based on monthly water use as follows: During the non-irrigation months (December through April), the variable sewer cost is calculated using the metered water use value. During irrigation billing months (May through November), the variable sewer cost shall be the lesser of the metered water use value or the non-irrigation months' average metered water use. The non-irrigation months' average shall not be set at a value less than 3,000 gallons.

** Sewer Connection and Sewer Retroactive Capital Improvement Charges are based on water service size for billing purposes.

# EXHIBIT "D"

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# FEE SCHEDULE

**As Adopted on 4/10/19, Resolution No. 1868**

| Fee Schedule | |
|---|---|
| Sewage Drop-off at Treatment Plant | $75/per 1,000 gal |
| Backflow Inspections - up to 1 hr labor | $65/per device<br>Repairs at cost |
| Plan Check Fees | $90/hour |
| Inspection Fees | $90/hour |
| Upgraded Meter, Register or Transponder | Billed at cost |
| Service Calls - 1/2 hour minimum with equipment billed at cost | $40/per half hour |
| Tampering with Equipment | $100 minimum<br>Repairs at cost |
| Water Waste Penalty | $100 |
| Hydrant Meter Rental Charges | $1,000/deposit<br>$40/month |
| 1.5" Meter Rental Charges | $100/deposit<br>$20/month |
| 3/4" Meter Rental Charges | $100/deposit<br>$15/month |
| Bulk Water for Construction | $1.55/per 1,000 gal |
| Violation of air-gap on truck fill-up | $500 |
| Returned Check Fee | $25 |
| Posting Service Charge | $20 |
| Mainline Tapping, if performed by IVGID | Cost plus 15% |

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 12, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM H(3) – PROPOSED REVISIONS TO ORDINANCE 7**

**Introduction**: Here staff propose what I view as meaningless "administrative" revisions[1] to Ordinance 7 as a prelude to public hearing and adoption of March 25, 2020[2]. My objection is that staff continues to ignore the number one problem with Ordinance 7; the failure to propose a guest policy which currently allows so many people to access and use our beaches that have no business being on our beaches because they are not legitimate "guests" of owners. Until we address the true root of the problem, bandaid fixes like the one presented by staff accomplish little. And that's the purpose of this written statement.

**The Duty to Adopt a "Guest" Policy**: Let's go back to the beach deed itself[3]. At page 1, line 28 through page 2, line 6, the beach deed expressly declares that:

> The beaches "shall be held, maintained and used by (IVGID)...for the purposes of recreation by, and for the benefit of, property owners...their tenants...and, as the Board of Trustees...may determine...the guests of such property owners."

Although the Board has never adopted a formal guest policy, as the reader will see, staff has.

**When the Developer of Incline Village First Began Selling Lots With Access to and Use of the Beaches, it Mandated That Beach Guests Must be Accompanied by Property Owners**: On May 15, 1964 one the principals of Crystal Bay Development Co., sent a letter to owners of property within Incline Village wherein he described the following beach regulation which had been adopted[4]:

> "Since (Incline Village property owners)...are providing the financial wherewithal, it is only proper that the use of (beach) facilities be limited to (these individuals). In accordance, the following regulations have been adopted: 1. No person may use any of the facilities of the community beaches in Incline Village *unless personally accompanied by a" property owner with beach access.*

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[1] Proof residency, terms of a picture pass, and the assessment of miscellaneous fees.

[2] See page 32 of the packet of materials prepared by staff in anticipation of this meeting ["the 2/12/2020 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-12-2020.pdf)].

[3] Go to https://www.yourtahoeplace.com/uploads/pdf-ivgid/Beach_Deed.pdf.

[4] See page 324 of the packet of materials prepared by staff in anticipation of the Board's May 1, 2019 meeting ["the 5/1/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/5-1-19_Item_J.1._-_Approval_of_Minutes_-_March_28__2019.pdf)].

Moreover, I have heard longtime residents testify before the Board to the fact that up until approximately twenty (20) years ago, this policy continued to be the case. So I don't understand why this policy ever changed.

**But Today Ordinance 7 Provides That *Anyone* With a Picture Pass *or* Punch Card May Secure Beach Access and Use, Whether or Not Accompanied by a Property/Dwelling Unit Owner With Beach Access**: ¶25 of Ordinance 7 defines "recreation privileges...afforded to (picture) pass holders or (punch) card holders, including the privilege to provide admission (to the beaches) for guests."[5] ¶46(a) of Ordinance 7[6] defines the recreational privileges available to the holder of a picture pass: "free admission to all District-owned beaches." ¶54(a) of Ordinance 7[7] defines the recreational privileges available to the holder of a punch card: "the difference between the resident...and...guest rate(s) for daily beach access...boat and jet ski launching." Given ¶22 of Ordinance 7 makes punch cards fully *transferable*, essentially everyone with a punch card can secure access to the beaches.

**And Today Ordinance 7 Provides That *Anyone* With a Daily Beach Pass, Which is Sold by the District, is "Allow(ed) Entry Onto...District-Owned Beaches," Whether or Not Accompanied by a Property/Dwelling Unit Owner With Beach Access**: ¶8 of Ordinance 7 so defines "beach passes." Those passes are available to anyone with a beach authorization form "to obtain a guest access ticket."[8] The form grants "guest access" to the beaches, and can be given by owners of local properties with beach access, or their authorized agents. The form need not be presented in person, nor must the owner or authorized agent of a property/dwelling unit with beach access actually accompany the holder of such authorization form. In other words, anyone with the form, including his/her guests, can secure access to the beaches.

**And Today Ordinance 7 Sets No Limit on the Number of Guests a Property/Dwelling Unit Owner Can Assign Beach Access**: Since daily beach passes are beach "guest access tickets," and they are provided for in Ordinance 7, in essence Ordinance 7 encompasses a beach guest policy. But nowhere is there a limit as to the number of guest passes which can be purchased using the beach authorization form. In fact I recall one incident where Susan Herron and her husband brought 100 or more "guests" on to the beaches for an event.

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[5] See page 40 of the 2/12/2020 Board packet.

[6] See page 44 of the 2/12/2020 Board packet.

[7] See page 45 of the 2/12/2020 Board packet.

[8] See https://www.yourtahoeplace.com/uploads/pdf-ivgid/Auth_Obtain_Guest_Access_Ticket_FILL-IN_5-16-2019.pdf. A copy of this form is attached as Exhibit "A" to this written statement.

**Today Ordinance 7 Provides That Any Property/Dwelling Unit Owner With Beach Access May Purchase as Many Additional Picture Passes and/or Punch Cards of His/Her/its Choosing**: This is what ¶69 of Ordinance 7[9] provides.

**Today Ordinance 7 Provides That Anyone IVGID Chooses to Allow on the Beach May Secure Beach Access and Use, Whether or Not Accompanied by a Property/Dwelling Unit Owner With Beach Access**: Notwithstanding the beach deed instructs that IVGID is the beach steward and fiduciary for the benefit of local property owners with beach access, ¶68 of Ordinance 7[9] provides that the District may issue beach privileges "to employees, former Board members, or anyone else (of its choosing)...past, present or future." In the name of facility financial gain, this is something IVGID staff regularly do to local property/dwelling unit owners' detriment.

**The Primary Cause of Beach Overcrowding is Staff's Lackadaisical "Guest" Policy**: In our heart of hearts, we all know this to be the case. If legitimate guests of property/dwelling unit owners were required to be accompanied by an owner, I predict that half or more of those currently on the beaches would immediately be eliminated, as would beach overcrowding.

**Staff Needs to Stop Accepting the Remaining Value of Punch Cards to Buy Down the Cost of Mountain Golf Course and Tennis Center Season Passes to Rates Lower Than the Resident Rate Unless Ordinance 7 is Modified Accordingly**: This is a problem I have raised ever since staff began allowing the buy down of Mountain Golf Course and Tennis Center season passes to potentially zero. ¶22 of Ordinance 7 states that punch cards "can be used to pay the difference between the resident rate and the retail or nonresident rate for access to various District recreation facilities."[5] *Nowhere* does it state that the rate can be reduced to *lower* than the resident rate by using one or more punch cards. Unless ¶22 is modified, staff's acceptance of punch cards to reduce the season pass rate at the Mountain Golf Course and the Tennis Center to less than the resident rate **violates Ordinance 7 and must stop**!

**Conclusion**: Until Ordinance 7 is modified to **DELETE ¶¶68-69** and to **create a guest policy which mandates that no alleged guest of a property/dwelling unit owner with beach access can secure beach access unless he/she/they is/are personally accompanied by the owner**, we're wasting our time and money proposing administrative modifications. Anything short of this avoids the seminal causes of beach overcrowding, and staff knows this.

So now that you know the truth about beach overcrowding and Ordinance 7, is it any wonder why the Beach Facility Fee ("BFF") ***is as High as it is*** (to fund guest amenities such as food and alcoholic beverage consumption), and many residents will no longer go to the beaches, especially during weekends and holidays?

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

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[9] See page 49 of the 2/12/2020 Board packet.

# EXHIBIT "A"

**2019 Season**

# AUTHORIZATION TO OBTAIN A GUEST ACCESS TICKET FOR IVGID BEACH & BOAT LAUNCH USE

INCLINE VILLAGE
PARKS & RECREATION

**This Authorization CANNOT be presented at Beach Gates for Entry**

**This Authorization form MUST be exchanged for a Guest Access Ticket at the Parks & Recreation Department**

***Owner or Authorized Agent, Please Complete This Section:***

Guest Name: _____

Number of Guests in Party: _____

Number of Tickets Requested: _____ Agent ID: _____

Property Owner Name: _____

Parcel # /APN: _____

Physical Address of Property: _____

Terms of Occupancy (max 14 days per ticket) From: _____ To: _____

**Present this form at the Parks & Recreation Department to obtain a Guest Access Ticket, valid for the dates of stay.**

☐ I Authorize I am the Owner or Authorized Agent for this property.

Authorizing Owner/Agent Name: _____

***Office Use Only*** *– Phone Auth: Initial* *Date*

**Present this form at the Parks & Recreation Department Counter to receive a Guest Access Ticket.**

**Print & Fax this form to Parks & Recreation, Fax: 775-832-1380 or**
**Save this form to your computer and send as an attachment to parksandrec@ivgid.org**

## 2019 DAILY BEACH RATES

Rates subject to change

*Fees will apply at all beach gates with a Valid Guest Access Ticket*

**Adult: $12 ($15 June 29-Aug 11)**

**Youth (6-17 yrs): $5**

**Single Boat Launch: $18**

**HOLIDAY PRICING:**

*Daily Beach Admission Rates between July 1-4, 2019*

**Adult: $15**

**Youth (6-17 yrs): $6**

**Single Boat Launch: $21**

***Please note there are no refunds for daily beach tickets***

Incline Village Parks & Recreation Department, 980 Incline Way, Incline Village, NV 89451
Ph: 775-832-1310, Fax: 775-832-1380, parksandrec@ivgid.org,
www.inclinerecreation.com

2-12-20 IVGID BOT Meeting Public Comments
By Linda Newman – To be included with the Meeting Minutes

As we begin, what I hope to be a new era of honesty and good judgment, ethical conduct, transparency, professionalism and accountability that will benefit everyone who lives, works, recreates and invests in our community, I request that this Board and our General Manager rapidly engage the independent consultants we need to accelerate the immediate improvements to our Utility Infrastructure, our Accounting and Reporting Processes and Controls, our Information Technology and our deficits in senior staffing. In order to support the efforts of our Board, our General Manager and our Staff please also use the vast pool of citizens voluntarily and generously offering their time, talents, resources and expertise to improve our governance and our community. If we can share the same values, we can all work respectfully together to achieve them.

Please begin by removing the Strategic Plan from tonight's agenda and schedule it for a workshop. A **strategic plan** serves as a community's roadmap and is used to prioritize initiatives, resources, **goals**, and department operations and projects. Our Board and our citizens should ALL provide input to ensure we all agree on the priorities and we will work collaboratively to achieve its success.

I did take note of inaccuracies in the wording of Agenda Item H2 and appreciate Mr. Winquest and Chair Callicrate's immediate response to my concerns.

Overall, I greatly appreciate our new Board Chair's approach to conducting our public meetings and welcoming our citizens' participation. I also compliment the Trustees that have demonstrated their due diligence to master the issues as well as their timely responsiveness to our community's questions and concerns. Interim GM Winquest has shown his commitment to cleaning up the mess left by his predecessor and is demonstrating his determination to make corrections and build a solid foundation for our future.

I recognize the complexity of governing and operating our District and the important decisions that must be made in the coming months. If this is a new era of open communication with complete and accurate information, a professional Board and management leadership team willing to go the distance –we will succeed together in improving our financial sustainability, operational performance, vital infrastructure and recreational venues. We will also improve and unify our community.

Endorse at:

energyinnovationact.org/endorse

# Energy Innovation AND Carbon Dividend Act

## THE BIPARTISAN CLIMATE SOLUTION

H.R. 763

The Energy Innovation and Carbon Dividend Act will drive down America's carbon pollution and bring climate change under control, while unleashing American technology innovation and ingenuity. It's:

**Effective**

This policy will reduce America's emissions by at least 40% in the first 12 years. It's supported by economists and scientists as simple, comprehensive, and effective.

**Good for people**

This policy will improve health and save lives by reducing pollution that Americans breathe. Additionally, the carbon dividend puts money directly into people's pockets every month to spend as they see fit, helping low and middle income Americans.

**Good for the economy**

Will create 2.1 million new jobs, thanks to economic growth in local communities across America.

**Bipartisan**

Republicans and Democrats are both on board, cosponsoring this bill together. The majority of Americans support Congress taking action on climate change, including more than half of Republicans. Solving climate change is too urgent to get caught up in partisan politics.

**Revenue Neutral**

The fees collected on carbon emissions will be allocated to all Americans to spend any way they choose. The government will not keep any of the fees collected, so the size of the government will not grow.

Sources for statistics available at: **energyinnovationact.org/data-sources**

## How it Works

1. **Carbon Fee**
This policy puts a fee on fossil fuels like coal, oil, and gas. It starts low, and grows over time.

2. **Carbon Dividend**
The money collected from the carbon fee is allocated in equal shares every month to the American people to spend as they see fit.

3. **Border Carbon Adjustment**
To protect U.S. manufacturers and jobs, imported goods will pay a border carbon adjustment, and goods exported from the United States will receive a refund under this policy.

4. **Regulatory Adjustment**
This policy preserves effective current regulations, like auto mileage standards, but pauses the EPA authority to regulate the CO2 and equivalent emissions covered by the fee, for the first 10 years after the policy is enacted. If emission targets are not being met after 10 years, Congress gives clear direction to the EPA to regulate those emissions to meet those targets. The pause does not impact EPA regulations related to water quality, air quality, health or other issues. This policy's price on pollution will lower carbon emissions far more than existing and pending EPA regulations.

## See Sponsors List & Learn More

Go to **energyinnovationact.org** to learn more about the Energy Innovation & Carbon Dividend Act.

## Support the Bill

Go to **cciusa.org/energy-innovation-act** to contact your Congressional Representative

**Citizens' Climate** Lobby

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**Citizens' Climate** Lobby

Endorse at:

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H.R. 763

## ~ Further Action ~

What can my company do in addition to endorsing the Energy Innovation and Carbon Dividend Act? We're glad you asked! We have some suggestions for you on how you can advocate for action on climate change:

- Write a letter to the editor or an OpEd in your local paper or in a ski/snowboard industry magazine or trade rag. We would be happy to help with drafting something for you to get you started.

- Bring up climate action in meetings with Congress. You could write to or call your member of congress or even better, visit them in person.

- Join your local Citizens' Climate Lobby chapter when they visit your member of congress either in Washington D.C. or at your congressperson's field office.

- Join with Ceres in calling for putting a price on carbon, and visit Washington with Ceres.

- Highlight your climate advocacy on your webpage, and encourage your clients to get involved. There are many more skiers and snowboarders than there are ski resorts, so encouraging your clients to make their voices heard is incredibly powerful.

If you have endorsed the Energy Innovation and Carbon Dividend Act, we would love for you to be more specific in your advocacy. In either case, thank you for all that you do to advocate for the climate!

Bill Barron and Matt Tucker
Citizens' Climate Lobby - Outdoor Industry Action Team

# Energy Innovation AND Carbon Dividend Act

## THE BIPARTISAN CLIMATE SOLUTION

H.R. 763

## Outdoor Industry Endorsements

**National/International Organizations:**

Polar Bears International*
Protect Our Winters*
Winter Wildlands Alliance*
Conservatives for Responsible Stewardship*
Shane McConkey Foundation*

**Ski Associations:**

National Ski Areas Association
Colorado Ski Country USA
Pacific Northwest Ski Areas Association
Ski New Mexico
Ski Utah
Ski California
Montana Ski Area Association

**Ski Resorts:**

Alterra Mountain Company (CA,CO,UT,VT,MI)
Boreal (CA)
Homewood Mountain Resort (CA)
Soda Springs (CA)
Squaw Valley/Alpine Meadows (CA)
Arapahoe Basin (CO)
Aspen Highlands (CO)
Aspen Mountain (CO)
Buttermilk (CO)
Snowmass (CO)
Telluride (CO)
Schweitzer (ID)
Crystal Mountain (MI)
Bridger Bowl Ski Area (MT)*
Taos Ski Valley (NM)
Mount Hood Meadows (OR)
Mount Hood Ski Bowl (OR)
Summit Ski Area (OR)
Timberline Lodge (OR)
Cooper Spur Mountain (OR)
Solitude Mountain (UT)
Sugarbush Resort (VT)

**Outdoor Businesses**

Precision Boatworks (AK)
Alaska Longline Fishermen's Association (AK)*
Alaskan Sailing Expeditions LLC (AK)
Wildland Trekking Co LLC (AZ)
California Fly Fisher Magazine (CA)
EcoRing (CA)*
Pacos Bike and Ski (CA)
Alpenglow Sports (CA)
The Backcountry (CA)
Jones Snowboards (CA)
Tahoe Waterman (CA)
Stoke Certified (CA)
Woodward at Tahoe (CA)
BikePartners: Folding Bike Shop (CA)
Yampa Valley Outdoor Products (CO)
Boulder Nordic Sport (CO)
22 Designs (ID)
Bivouac (MI)
Montana Angler Fly Fishing Inc (MT)
Bicycle Sport Shop (TX)
Discrete Clothing (UT)
Utah Mountain Adventures, Inc (UT)
Wild Birds Unlimited (UT)
Bluebird Snow (VA)
Endurance Enterprises Inc. (WI)
Bigtruck (CA)

***Non-profits**

# Energy Innovation AND Carbon Dividend Act

## THE BIPARTISAN CLIMATE SOLUTION

H.R. 763

## Outdoor Industry Endorsements

**Audubon Chapters:**

Peace River Audubon Society (FL)*
Iowa Audubon (IA)*
Jayhawk Audubon Society (KS)*
Audubon Maryland-DC Chapter (MD)*
Grand Rapids Audubon Club (MI)*
Lehigh Valley Audubon Society (PA)*
Fond du Lac County Audubon (WI)*

**Trout Unlimited Chapters:**

New York State Council of Trout Unlimited (NY)*
Mid Hudson Trout Unlimited (NY)*

**Other Non-profit Groups:**

Sitka Conservation Society (AK)*
California River Watch (CA)*
Lake Tahoe Waterman Association (CA)*
Shane McConkey Foundation (CA)*
Emerald Coastkeepers (FL)*
Environmental Defenders of McHenry County (IL)*
Conservation Agreement Fund (MD)*
Atlantic Salmon Federation (ME)*
Cool Planet (MN)*
Scenic Hudson (NY)*
Conserve Southwest Utah (UT)*
Wasatch Backcountry Alliance (UT)*
Salt Lake City, Utah
Craftsbury Outdoor Center (VT)*

***Non-profits**

# Energy Innovation AND Carbon Dividend Act

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H.R. 763

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# Energy Innovation AND Carbon Dividend Act

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H.R. 763

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Aspen Mountain (CO)
Buttermilk (CO)
Snowmass (CO)
Telluride (CO)
Schweitzer (ID)
Crystal Mountain (MI)
Bridger Bowl Ski Area (MT)*
Taos Ski Valley (NM)
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Solitude Mountain (UT)
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22 Designs (ID)
Bivouac (MI)
Montana Angler Fly Fishing Inc (MT)
Bicycle Sport Shop (TX)
Discrete Clothing (UT)
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Wild Birds Unlimited (UT)
Bluebird Snow (VA)
Endurance Enterprises Inc. (WI)
Bigtruck (CA)

***Non-profits**

# Energy Innovation AND Carbon Dividend Act

## THE BIPARTISAN CLIMATE SOLUTION

H.R. 763

## Outdoor Industry Endorsements

**Triathletes:**

Andrew Talansky

**Rock Climbers:**

Alex Honnold
Tommy Caldwell

**Alpine Skiers and Snowboarders:**

Angel Collinson (Big mountain skier)
John Collinson (Big mountain skier)
Julian Carr (Big mountain skier)
Julia Mancuso (Olympic alpine skier, 2014 Bronze, 2010 Silver x 2, 2006 Gold)
Anik Demers-Wild (X-games skier cross)
Ralph Backstrom (Professional snowboarder)

**U.S. Olympic Cross Country Skiers:**

Jessie Diggins (2018 Gold)
Kikkan Randall (2018 Gold)
Lowell Bailey (World Champion)
Sadie Bjornsen
Rosie Brennan
Timothy Burke
Andrew Johnson
Julia Kern
Andrew Newell
Liz Stephen
Ida Sargent
August Schumacher
Peter Vordenberg (and coach)
Caitlin Gregg
Brian Gregg
Hannah Dreissigacker
Susan Dunklee
Simi Hamilton

**Other Prominent Nordic:**

Adam Martin
Elite Cross Country Skier

Peter Breu, President
NH Nordic Coaches Association

Jonathan Wiesel, President
Nordic Group International

Danny Kuzio, Managing Editor
Cross Country Skier Magazine

Ben Popp, Executive Director
American Birkebeiner Ski Foundation

***Non-profits**

# MINUTES

## REGULAR MEETING OF FEBRUARY 26, 2020
## Incline Village General Improvement District

The regular meeting of the Board of Trustees of the Incline Village General Improvement District was called to order by Chairman Tim Callicrate on Wednesday, February 26, 2020 at 6:00 p.m. at the Chateau located at 955 Fairway Boulevard, Incline Village, Nevada.

## A. PLEDGE OF ALLEGIANCE*

The pledge of allegiance was recited.

## B. ROLL CALL OF THE IVGID BOARD OF TRUSTEES*

On roll call, present were Trustees Peter Morris, Tim Callicrate, Sara Schmitz (on the telephone), Matthew Dent, and Kendra Wong.

Also present were District Staff Members Director of Public Works Joe Pomroy and Engineering Manager Nathan Chorey.

Members of the public present were Michael Brothers, Steve Dolan, Wayne Ford, Pete Todoroff, Aaron Katz, Judith Miller, Mark Alexander, Linda Newman, John Eppolito, Margaret Martini, Alexandra Profant, and others.

(26 individuals in attendance at the start of the meeting which includes Trustees, Staff, and members of the public.)

Chairman Callicrate made several announcements regarding what this meeting is, protocol, ways to contact Staff, etc.

## C. PUBLIC COMMENTS

Alexandra Profant said that she has an update – yesterday, the Washoe County Commissioners did not pass the Short Term Rental (STR) ordinance and that they came back to her to look at what proposed changes she would like to see and noted that there will be further discussion about building and planning codes as well as there may be some directive about compliance. They didn't want to put something in writing but they will try and be helpful and help with community issues to have a guidepost. The State Historic Plan, which is applicable statewide, is being updated. She is not sure if IVGID got a copy but if they did, she would like to have it for the library book shelves. The Washoe County Code has a hard copy

on the library book shelves and we are getting a good response to that. Ms. Profant said she spoke at Mr. Todoroff's Citizen Advisory Board meeting and that she asked Washoe County's Karen Mullin to request a copy of the meeting minutes regarding STR's. Finally, she thanked the Board for allowing public comments at this meeting as she is very grateful and if anyone has any questions to offer regarding STR's or District, she is still an applicant for Washoe County Planning Commission, District 1 seat.

Linda Newman read from submitted written statement which is attached hereto.

Wayne Ford read from a submitted written statement which is attached hereto.

Aaron Katz said that requested public comment on General Business Item G.4. and that it doesn't have to be agendized in order to do so. As we get close to another budget, he started concentrating on wasteful spending and his number one item is EXL Media. There has been $425,000 wasted on media advertising on recreational assets that are for the benefit of local property owners and not the world's tourists. There is no way that we generated a dollar of revenue on this. He was really interested when Trustee Wong expressed concern, at the last meeting, regarding the Utility Rate Study. He was interested to see what was done with EXL Media and a cost/benefit study. The contract has measurement like clicks on Facebook, how many leads came back to use and how many likes did we get on social media – there is nothing there so it is an absolute waste – kill it. On the District's Strategic Plan, does the Board see what the danger really is. Staff created flowery language in the Strategic Plan that the District should be concerned with sustainability. Staff ceased on that and spent money on environmental stuff. Staff is doing things they have no power to do so kill the Strategic Plan.

Judith Miller said that she doesn't usually talk about Washoe County issues but the reason for it is because STR's have a tremendous impact on this GID and the Washoe County Commissioners didn't approve the language rather they responded to a whole list of objections submitted by the STR operators and not to the list of those who have to deal with those properties, Ms. Miller then went over six items. What does this have to do with IVGID? There are no limits so that means every residence could be used as a rental. The District needs to increase the fees for non-owner/non-resident or those not accompanied by a picture pass holder and that we should charge the fees instead of change the ordinance. Ms. Miller said that she researched a place in South Lake Tahoe and proceeded to go over their charges. She recommends setting the daily beach pass price at thirty dollars per adult and if that price increase causes a few less beach visitors she doesn't think the residents will complain.

Steve Dolan read from a submitted written statement which is attached hereto.

Margaret Martini read from a submitted written statement which is attached hereto.

Mark Alexander said thank you to Staff for responding to his question at the last Board meeting as to how the water got to Crystal Bay and that it was not an engineering document rather it was more of a public relations document. However, it did clarify that the water to Crystal Bay does come from Bunt Cedar beach. He did know that one pump had been removed and he learned that the one near the fire station has been mothballed. In speaking with folks around Crystal Bay who have been there longer than him, it was about thirty years ago that they developed this whole plan and that he would like to take a look at that study. He doesn't know how to describe it. Mr. Alexander then asked if it was okay to pick up the phone and call the Director of Public Works or stop by his office. Items G.1. and G.2. are inconsistent with the Board's direction to IVGID management on how to proceed so he is thoroughly confused on what happened from point A to point B. We don't have the minutes but he thought he heard the direction on the expectation of the outcome and what was to be on the agenda; he will leave to the Board to address.

John Eppolito said he would thank Staff because both the boys and girls' basketball teams are going to State; we are lucky to have our Interim District General Manager - congratulations.

## D. <u>APPROVAL OF AGENDA</u> *(for possible action)*

Chairman Callicrate said since meeting and approving the agenda, he has been apprised of going out for a project management firm. This Board did not give clear direction and that is why it was not placed on the agenda in that format. We did talk about pulling these two items but instead he would like to leave the agenda as is so we can discuss it as well as those in the public who want to share their comments. We may want to defer it based on prior Board meetings so we can give clear direction and then it can be re-agendized with a scope and monies. He does want to have a robust conversation without it being a shouting match as that doesn't serve any purpose.

Interim District General Manager Winquest said during the last couple of meetings there has been so much information and discussion and that it is Staff's goal to get a clear understanding as his expectation was to bring back a contract for design on the pipeline and the pond lining and that is what he understood. He thought Staff was to go out to design and then we were to hire a project management firm

however he is completely in line with what the Board wants to do and if the Board wants to hire a project review firm who guides us through the process, that is fine and that he wants to walk out of this meeting with clear expectations.

Chairman Callicrate asked for changes to the agenda, none were requested, so he approved the agenda as submitted.

## E. DISTRICT STAFF UPDATE *(for discussion only)*

### E.1. Interim District General Manager Indra Winquest

Interim District General Manager Winquest went over his submitted report and added that the District hasn't received the USACE project partnership agreement and that as soon as Staff has new information, he will e-mail the Board as well as making the community aware and noted that Staff is being as pesky as they can.

Chairman Callicrate asked how much has been spent on the construction of the Mountain Golf Course Clubhouse to date. Engineering Manager Nathan Chorey said that he is managing that project and that we have spent about fifty percent or about $500,000. Drywall has been hung, taped and textured, windows have arrived, and we are projecting opening on time. Trustee Morris asked if we were on budget. Engineering Manager Chorey said that the project is proceeding well and we are working through the issues.

Trustee Wong said, regarding the agreements with the USACE, where is the hold up. Interim District General Manager Winquest said it is in the hands of the USACE's attorneys. Trustee Schmitz said that USACE's Ms. Whitney made the statement within two weeks and it is now four weeks so she is concerned about how it is dragging along – is there anything anyone can do to help facilitate it. Interim District General Manager Winquest said he didn't know of anything else anyone can do and that he can set up a call with Ms. Whitney for himself, Chairman Callicrate and our Director of Public Works however she is well aware of the timing issue. At her level, he doesn't know how much she can do and we don't want to be overly pesky as it is frustrating and he hopes that every morning he will wake up to see an agreement. Trustee Schmitz asked Trustee Wong if in her experience and in the developed relationships with our legislators if there is anything she could do that would be helpful. Trustee Wong said possibly and that she will reach out to Interim District General Manager Winquest and Mr. Faust to see what would be appropriate.

Trustee Schmitz said she is curious about where we are with the land across from the high school and asked if in the draft no smoking policy were we including no vaping. Interim District General Manager Winquest said yes, we have included no vaping, marijuana or tobacco use. Regarding the land, he did meet on site with the USFS and has gotten them information from our Community Services Plan. They will start their evaluation to make sure it meets their mission and he is very confident that it does fit in and that it is just a matter of them getting onboard and then we can start the special use permit process.

Trustee Morris asked how Diamond Peak is doing and how it did over President's Week given that February has been a no snow month. Interim District General Manager Winquest said that he has only seen preliminary financial information and that we did have a better than expected President's Day weekend. It was busy on that Sunday, as he was up there, even though we are having a weak snow winter, our team has done a good job. It is a testament to our Staff and while everyone has an opinion on marketing, our Staff has done a good job and produced a solid season even though it is not going to look like the last two or three years.

## G. GENERAL BUSINESS (*for possible action*)

### G.1. Review, Discuss, and Possibly Authorize a Professional Services Agreement for the Effluent Export Project - Phase II – 2524SS1010 – Fund: Utility; Division: Sewer; Vendor: Jacobs Engineering, Inc. in the amount of $256,300 for the Effluent Pond Lining, Surveying and Design Professional Services. (Requesting Staff Member: Director of Public Works Joe Pomroy)

**PUBLIC COMMENTS WILL BE TAKEN AFTER THIS AGENDA ITEM G.1.**
**Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration**

Chairman Callicrate said that the Board did ask Staff to come back with a contract under the guises of having a professional project management team and asked Staff to proceed with their presentation; Director of Public Works Pomroy briefly went over the submitted materials.

Trustee Wong asked if the Board goes the route of hiring a project management firm in front of this action or delays in making this decision on

the design phase and start by going out to look for a project management firm, does this push us into a different construction season.

Director of Public Works Pomroy said that Staff would like to get the design teams working on the design phase and then bring in a construction management team who would guide us through eighty percent of the work and help with bidding, etc. The design would kick off at sixty percent and if we wanted to bring on a construction management team that would occur between sixty percent and eighty percent so as to do their review and that has been Staff's assumption. It would be a different direction that would definitely change the schedule and if it is a project oversight team that would review documents, etc. that would be inserted prior to going into design.

Trustee Wong said that she is on the same page as Staff and it appears that this is not the understanding of the full Board. She understands the implications on the timeline if we do go a different route and in knowing that this is a capital project that all the pieces need to fall into place at the right time otherwise we will be delayed for another construction season.

Trustee Morris said that it is his feelings on this agenda item is that Staff was following the direction given. He too is concerned about timing. It was his thoughts that our team was doing the design so the external consultant would be running the project on the overarching project and that getting down into the detail would be our team but that the design was ours; he would therefore like to clarify that with the Board.

Trustee Dent asked if the Engineering Department was fully staffed. Director of Public Works Pomroy said it has one vacancy for an engineer. Trustee Dent said if that individual was hired, could we handle this project. Director of Public Works Pomroy said they are staffed right now to handle the design and construction project. Trustee Dent asked if Staff was at sixty percent on the design on the effluent pipeline. Director of Public Works Pomroy said Staff was at fifty percent. Trustee Dent asked if ten percent would be the right place to bring in a project manager to manage that project. Director of Public Works Pomroy said that Staff would definitely use a construction management team and that we would bring them on when we were finishing the design; at the sixty percent level. Trustee Dent said by going in this direction, getting a consultant to manage this project and the next, and having one person report to you and take on that day to day task, would that take this project off your plate. Director of Public Works Pomroy said if the Board wants to do that.

Trustee Schmitz said, at the last meeting, when we discussed this, we directed Staff to open a new project for the pond lining; that was not done as the project number is the same as the effluent pipeline so we need to establish a new project, have the expenses tracked, and the scope of work (SOW) written specifically. The Board had a discussion about engineering services and we agreed to disagree. In the Jacobs recommendation, combining options two and three will give us the best benefit for the life span. Staff did say it was going to be evaluated but the SOW wasn't written that way. Trustee Schmitz continued that she really dials in so the SOW is clearly defined so there are no missteps occurring along the way. The Board did recommend that the SOW be updated to more accurately define what we are asking them to do, it needs its own project number and the SOW needs clarification.

Interim District General Manager Winquest said that he agrees with Trustee Schmitz that it should be a separate project however there was not clear direction at the last meeting for us to separate it out and that the Board went back and forth with no decision to make it a separate project. We had public comment to keep it as one project and that was not the direction given to Staff. However, we are more on the same page than people think we are and we agree how that should be handled. Staff doesn't object to hiring a project consultant going forward and partly what the Board is asking for is a project review all the way back to Phase I on all the work that has already been done to make sure the project we are putting out to design is the right project. If the Board is heading in a different direction, we can support that. His understanding is, based on his conversations with Board members, is that before we walk out of this meeting tonight, Staff must have strict direction on what we are going to do. Staff can hire a consultant for a full project review to make sure we have the appropriate design scope. We can stop there, hire a design firm to work on that design. Simultaneously Staff can go hire a construction management firm who manages from there. Staff can hire a firm that can do all of that for us and take us through all the phases. Staff needs to know what the Board wants Staff to do as we are trying to create a clear path to rebuild trust and what we are putting out to design is the right project.

Chairman Callicrate thanked Interim District General Manager Winquest and Staff. This project is nearly seventeen years old and it is his feeling, to dispel rumors and fact from fiction, that he wants to move more towards the direction of an independent third party who takes this over and validates the

bulk of what we have done in-house. What happens in government is that Boards change, people change, and the community changes. There is so much rancor about this project that he would like to see us bring in an independent person, which is no offense to anyone on Staff, to elevate the concerns within the community, and bring in an independent firm that validates what we have done to date. There is a lot included in this project and bringing in the independent firm is a step back and a statement of the Board saying that it still has control of the purse strings. He would like to go in that direction.

Trustee Schmitz said that she would like to go back to a comment that the Interim District General Manager made and Trustee Dent also touched upon, Staff is pretty taxed right now and that is in no way saying Staff is not doing the right thing, not at all, but that this is a situation that is such a critical project and Staff is taxed with so many projects that this was a good direction to go. If we move too quickly, we offend others like getting reimbursements from the USACE. In understanding the construction season, if we move too quickly, we are risking losing money from the USACE.

Trustee Dent said he agrees and thinks we can handle it in-house and that he too is worried about the money from USACE however we have been unsuccessful in hiring that individual so take a load off of Staff on this project and on the next general business item.

Chairman Callicrate said we have the Burnt Cedar pool project coming up, the Incline Beach facility coming up, beaches master plan, and the continuation of the Mountain Golf Course Clubhouse and cart paths so we have a lot coming up. He commends the Interim District General Manager and his Staff for always being ready to do more.

Trustee Morris said he is trying to be respectful to both parties and that the commentary to our Staff is a backhanded non-comment – don't know that our Engineering Team hasn't delivered all that they have said they would. They know those projects are coming and they continue to manage and sit there and say yes, we can do this or at times say no, that would be too much to take on. He hasn't heard no, we can't do this. Rather he is hearing you are a great guy so we don't trust you so get someone else – that is an element of what he is hearing. We have incredible people doing incredible work that have a track record of doing great work. If we want to do other things, let's put it that they are good enough, and let's call it out. But, to do it in other terms, is not good.

Trustee Dent asked Trustee Morris if he was in support in moving forward with this item tonight. Trustee Morris said he is on the fence about as he doesn't want to delay something that the entire community has been beating us up on and that we can't wait on. His concern is if we can get all this done. He understands the costs and the same time scale and then he gets less concerned about if this delays us and pushes out the schedule along with the costs going up and up; he doesn't mean to be wishy-washy.

Trustee Dent said so Trustee Morris is not sure if he is ready to move forward but it is critical that we may not move forward. Trustee Morris said he is very happy to move forward on this and in not moving forward on this if it doesn't delay the project to get the pond lining done in the time scale proposed as he thinks that is a bad decision. He wants to get it done on this timeline.

Trustee Dent asked if Trustee Morris was not willing to move forward because we still didn't have a letter from the USACE. Trustee Morris asked what was the amount for the pond lining. Director of Public Works Pomroy said that the request was for $2.7 million total and that he got this scope of work to the USACE as well as the cost and asked that this would be part of the project as Staff submitted everything that could fall under the project.

Trustee Morris said if we did this project for $256,300 and we let the contract now with Jacobs Engineering, we would not get any of this money back from USACE and if we waited, we could get it back. Director of Public Works Pomroy said something USACE includes past costs so this is would be completely at risk. Trustee Morris followed up by stating so if we start this, we are at risk because we don't know what the USACE could do and then asked how long could we delay this phase and still meet the current timeline. Director of Public Works Pomroy said if you authorize this contract, the contract will have a start date of April 1 so we can bid it in February 2021; so a kick off on April 1. Trustee Morris said if we delay this, which is very likely, until we have an overall Project Manager, how long to get that firm hired and to start on it and put this project out to bid. Director of Public Works Pomroy said he didn't now the timing of the initial part of the process but for the project management consultant he would estimate that it goes out for twenty one to thirty days, then an interview is done, back to the Board for award, and then eight to ten weeks or longer which is a total of between one and four months and then it is up to the consultant on how fast they proceed and it depends on restraints and then they go through the full design schedule.

Trustee Wong said we use consultants and bring in external consultant when we don't have the expertise in house and/or gain efficiencies and Staff time is better spent somewhere else. She is concerned when the Interim District General Manager says evaluate from Phase I going forward as Phase I is done and we are in Phase 2. She would not look at Phase I except as it relates to Phase 2 and what we are about to embark upon. She is not a fan of spending more money where we don't need to. Our Staff has done a great job of getting us to where we are. If it helps us to gain efficiencies and helps us to manage the project, that is one thing to evaluate. It is something else to evaluate the work our Staff has already done as that is waste of resources and time. It is probably in our best interests to not approve this until we have a Project Partnership Agreement (PPA) with the USACE. We need to carefully plan on when we execute this project. If we wait for that PPA in exchange for us spending fifty to one hundred thousand dollars and it jeopardizes that schedule, then we evaluate that cost over a multi-million dollar project. In Staff's mind, what is the ideal timelines and if everything is executed perfectly for both projects, what would be our ideal. Director of Public Works Pomroy said included in both of the memorandums are the perfect schedules.

Trustee Dent asked how long as this been on our radar and we know we have been waiting for the funds and now we know we are about to get them and now we want to start before we get that piece of paper. Director of Public Works Pomroy said the pond lining was removed from our Nevada Department of Environmental Protection permit in 2014 and we got our new one in 2015 and it was not included so that is when the need was included.

Hearing no further Board comments, Chairman Callicrate opened this item for public comment.

Margaret Martini said that the District has been kicking the can down the road and that the past information is that the project would cost $23 million and completed by now and now we are being told that it is $38 million and may or may not be concluded until 2031. All of this has happened under the direct supervision of the current Public Works Department. Talk about trust and no name calling, the past actions have been woefully inadequate and very costly. This is unacceptable and this is what we want changed. We can't go on like this. We are looking to getting the monies from the USACE and do we trust our Public Works Department based on their past

performances – she would say a big no. We need to get someone who can manage and perform and that is not the current Public Works Department.

Linda Newman said that she would agree with Ms. Martini and that she covered most of her points. Add in that in 2017/2018, we were told the pond liner was budgeted for one million dollars and the Jacobs report gave a range. Staff came up with a $2.7 million estimate and she has no idea where that came from. If we are working with USACE, who has done projects all over the country, might they have some suggestions on the design. Jacobs may or may not be the best contractor. Ms. Newman continued that she also believes we need a complete project review because at the last meeting, Public Works wanted to make this a system and include everything on the twenty mile pipeline as well as the Carson Valley area and include not just this pond but the other pond that hasn't been lined since 2014. It is a great idea to have a complete review of this project so we have a careful and considerate review and have an understanding on how we are going to fund it.

Patrick McBurnett said he wasn't planning on commenting but that as he listens to this conversation, and he being a forty-year aerospace engineer who owned his own company, he thought Chairman Callicrate stated the proper position. To take the design and separate it from the manufacturing of the component is not good. Give the whole project to one person and get it down and they will be responsible. They make sure the design is able to be manufactured and inspected. As to we got to get a rush on this thing, how long has it been going on. Just nonsense, do it right the first time. If you do the design and then the construction, he really thinks you are making a mistake if you don't give it a professional who can do it as they will then be responsible.

Mark Alexander said what is of interest to him and he checked his calendar is that he was making a reference as the Board meeting was on February 12, at night, which left February 13 and 14, and the date of the document is February 14 so this whole paper was prepared, signed off, went through the process, and they received the direction from the Board. That was two weeks ago so what has happened since then. He found easily a couple of very exceptional firms in Reno that are in this business and he hopes that we have started that dialogue, gotten things moving and started introductory conversations to gain a variety of information and if we haven't, shame on us. There is neither harm nor foul in having an initial conversation to help us move this forward. Yes, we have a failing effluent pipeline and time is

becoming of the essence so we need to move it forward and we need to have the pond lined to transfer the effluent down to Carson while the line is being worked on.

Alexandra Profant said that she agrees with the prior two gentlemen and look at the Administrative Code for the architect as they own the work product and that she would suggest not having an architect being a project manager because of the liability. It creates an enormity of liability that could be passed on. Also any Federal dollars you accept, have Federal mandates so that needs to be mentioned so you are aware of that. There are point source pollutants that the State of Nevada doesn't consider and California and Lahontan oversee the water quality of the lake. They govern the various water sources and the point source also allows corporations to take responsibility.

Hearing no further public comment, Chairman Callicrate closed public comment.

Trustee Wong asked Interim District General Manager Winquest if he had what he need to move forward. Interim District General Manager Winquest said no, he needed more clarification and that there will be a similar discussion on General Business Item G.2. And one question he wants to ask is if a SOW is prepared, who is going to prepare that SOW. His recommendation is to have one or two Board members work on this as he is not qualified and that the Director of Public Works is but the Board has to decide if they want to have that happen thus he needs Board input. Also, he has reached out and called a lot of other agencies. Who is going to write the SOW and who is going to approve the SOW are his questions because he does not want to be back here having this same discussion at a point in the future. He gives the Board huge respect to their understanding of this project and to those that he has talked to that have put a lot of time and effort into their understanding. Whatever the consultant says, that is what we are doing so Staff wants Board oversight but add that into the discussion as we move to General Business Item G.2.

Chairman Callicrate said he agrees that it is critical important as we don't want to lose three months and then asked District General Counsel Menchetti his thoughts.

District General Counsel Menchetti said that General Business Item G.2. is redundant to General Business Item G.1. and that you can blend these two

and get all the public comment. You will have difficulty with what exactly we are directing our Staff to proceed with and come back with.

Chairman Callicrate said there were a lot of moving parts at the last two meeting.

Chairman Callicrate called for a break at 7:35 p.m.; the Board reconvened at 7:45 p.m.

**G.2. Review, Discuss, and Possibly Authorize a Professional Services Agreement for the Effluent Export Project - Phase II – 2524SS1010 – Fund: Utility; Division: Sewer; Vendor: HDR Engineering, Inc. in the amount of $161,634 for design services for the Effluent Export Pipeline Priority Project (Requesting Staff Member: Director of Public Works Joe Pomroy)**

**PUBLIC COMMENTS WILL BE TAKEN AFTER THIS AGENDA ITEM G.2.
Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration**

Chairman Callicrate said that the Board was now moving on to General Business Item G.2.

Trustee Morris said one of the members who made public comment and then a following member agreed with them said that this project has been going on for forever and then bad things about Public Works who works under the District General Manager and that he works for the Board so it has been the Board that has made those decisions and to besmirch the reputation of the Public Works Department shows them to be very uninformed. This rolls into the overall discussion of two professionals who came up and spoke and made either end comments of what is another delay and then the other is time is of the essence; that is the dilemma and he really hopes that whatever we agree to we get a clear timeline as the Interim District General Manager needs very clear direction so that the public knows and gets along with the Board.

Chairman Callicrate said Trustee Morris' comments are duly noted. Board's made decision that they thought were appropriate as did our prior General Manager. We are here tonight to make decisions that are appropriate at this period of time. It has been quite a process to this point and he has a lot of respect for our Director of Public Works and his team who had a lot on their plate and who has been thrown a lot of curves as this project has gone to

some unforeseen areas. He is hopeful that we can nail this down tonight for our Staff.

Trustee Schmitz said that she apologizes for not asking this previously but if you go to the diagram on agenda packet page 27, there is about a one thousand linear feet of a gap between Segment 3. Director of Public Works Pomroy said yes, there is a gap. Trustee Schmitz said if this design phase is going to take ten months, what is your best guess of what would be the incremental cost to include that one thousand linear feet in the design phase and that can be a ballpark number or is it significant or insignificant. Director of Public Works Pomroy said it is not substantial in the design phase as it is two more drawings and roughly ten to thirty thousand dollars. Trustee Schmitz said because this process is going to take ten months and is for construction next summer, we should include that design work. We could always change our minds if co-location is viable and in ten months we will know more information. If in ten months, it is not viable, then we have done the initial design work and include the additional one thousand linear feet at that time. Director of Public Works Pomroy said that does make sense and you could have that done through alternative design options. Trustee Schmitz said that we would be a step ahead and a go/no go decision could be made at a later date in time but we would have the design work all cued up. Trustee Wong asked what was the reason for excluding the one thousand linear feet. Director of Public Works Pomroy said because it has the potential to be co-located with TTD and the 5,067 linear feet is the one that could or could not be co-located.

Hearing no further Board comments, Chairman Callicrate opened this matter for public comments.

Margaret Martini passed on her opportunity to speak.

Linda Newman said, in response to Trustee Morris, that the Board can't make decisions on information that don't have. The Board was unaware that it was decommissioned in 2014 and that the NDEPT was waiting for information from Public Works. The Board didn't give direction because they didn't have the information. If the 5,067 linear feet plus the 1,000 linear feet was replaced, you would not need to have the pond lined for that project because the existing pipeline would be in effect and the new pipeline would be done in parallel and that you just have to have a joint to connect with the existing pipeline. When the thirteen breaks occurred after the catastrophic failure, the Board was never notified. You could have been creating new

pipeline in the highway instead of have a million plus dollar Band-Aid. The Board can't give direction without information.

Derrick Aaron said that he is an IT consultant and project management for household names you are familiar with. Hiring neutral project management, in his experience, sometimes undervalues an excellent consultant – pay me now or pay me later. He has been hired to restore at risk projects and stated that it is really important to get good project management and one that is neutral and one that is not associated with a construction firm to represent the District so the evaluations and analysis are going to be fair. They don't report to the construction company rather they report to IVGID. On timing, if you do hire a consultant, when do you bring them onboard. As to validating scope, he has been on projects after the fact and after everything is done and then he comes on and says it doesn't make sense. This is a factor of the budget and how much the District can spend and that it how you determine how far in advance you can bring them on board.

Mark Alexander said what he looked at the item, he was quite inflamed as it was not representative of the direction of the Board to Staff and then by change he looked at the date on the document and also February 10 with the cover sheet dated February 11. The meeting was on February 12 so unless everyone was quite psychic, it didn't address the issues that came up in the meeting. It is rather concerning to him that we are looking at a document for consideration for General Manager that is not representative of the information given. No disrespect intended, as a member of the public, he would expect the document would be represented and consider the direction and discussion that took place at the Board meeting. For instance, no other remedial action on reworking the pipeline was included and he thought that had a pretty clear conversation on replacement. There are other firms in Reno that are able to perform work on the effluent pipeline and pipeline systems using alternative methods. There are alternative methods out there and he asks that they be given their due consideration.

Chairman Callicrate, hearing no further public comment, brought the matter back to the Board.

Trustee Wong said the Board discussed it on January 29 and there was nothing on the agenda of February 12 for the pond lining or the effluent export pipeline. Chairman Callicrate said duly noted.

Chairman Callicrate said that the Board has had quite a spirited discussion and that he would like to ask District General Counsel for his recommendation.

District General Counsel Menchetti said you have two different items and the Board could address each one separately if that is the desire of the Board. Because they are General Business, the Board can probably make one motion as long as it addresses both agenda items. It is up to the Board as to do you want to make a motion or to direct Staff to do something. Please do so as clearly as possible so that Staff understands their marching orders; do it either way as one or two motions or address both items at the same time. Trustee Wong asked for clarifying direction – does the Board have to make a motion. District General Counsel Menchetti said the Board can take no action on these two items; that is fine and then go forward with whatever you want to do with your Staff. Chairman Callicrate said he agrees with Trustee Wong and that by not taking action but giving specific direction, we accomplish what we are trying to do without running afoul of the Open Meeting Law.

Trustee Dent asked when did the Board give direction to our Staff as far as project management – we need to give direction to hire project management consultants, go the CMAR route, or leave it with Staff.

Chairman Callicrate said that the direction we are giving is for the Interim District General Manager to work with two Trustees to flesh out a SOW for hiring a professional project manager.

Interim District General Manager Winquest said that there was public comment made about not identifying other methods; he would draw attention to agenda packet page 28, Exhibit A. where it speaks to an evaluation of trenchless methodology and that he wanted to make this point of clarification. We are asking the consultant to look at all different ways and that he is assuring the public that we are going to make that the consultant does that task as it is already in the SOW. So, how does the Board intend to provide oversight; we could have our Director of Public Works and his team do a draft SOW and then sit down with Trustees Dent and Wong to go through it and get their thoughts and this Board can select the two Trustees. Then he will come back to the full Board and say that the team has provided to him this SOW and ask for their approval to do the hire. We need to know that information and this consultant would tell us that and the Board will get this answered by the consultant and such things as adding the one thousand

linear feet to the design and should we create a separate capital project for the pond lining, and should we transfer the money from the effluent export pipeline project to that new capital project; all that will get clarified. When we hire what consultant, the Interim District General Manager will manage this hire and there will be a dotted line to the Director of Public Works. We understand that this is no knock on our Staff's expertise but that this is based on the history of this project.

Chairman Callicrate thanked Interim District General Manager Winquest for spelling it out pretty effectively with one direction to move forward and he would tend to move in that direction.

Trustee Morris said regarding creating the separate project for the pond lining project, he is worried whether we decide that tonight will Staff have to come back to the Board. District General Counsel Menchetti said that the Board can direct Staff to proceed with certain items. Trustee Morris said he understands that but that he doesn't want the Board to go wrong. He is in favor of having the two Trustees meet with Staff and working on the SOW and that if Trustees Dent and Wong are in favor of that then we can move quickly on that matter. He would like to understand what it is going to cost but that he can see that move pretty quickly and having that go forward.

Interim District General Manager Winquest said that we can create a separate project for the pond lining and funds can remain where they are and then we can do the transfer at a time in the future. We have estimated it will cost a couple of hundred thousand dollars but that it will all be based on the SOW and it won't be cheap.

Trustee Schmitz said that she reviewed a draft of the meeting minutes and the Board did request the Staff to create a project for the pond lining and the pipeline and we didn't allocate funds but in the motion we did create the project.

Chairman Callicrate said thank you and is everything good with having two Trustees work with our Interim General Manager and Staff taking into account everything to sort out what we need.

Trustee Schmitz said that having been a project manager and a designer of a project, getting the design right from the design to the end of the project and that if we move forward with a project manager, she would like them engaged from the beginning and not after the design phases are completed

because you have to go back and rework so she would like to get them engaged earlier.

Chairman Callicrate said that there is a semi-consensus of the Board to bring them in sooner rather than later and we are talking about the SOW and getting that hammered out with a price tag and then we can vote. He wants to have crystal clear direction so that we don't have any more discrepancies. We have hashed it out to make sure that our Interim District General Manager has the exact information on what he is moving forward on.

Trustee Wong said that the original statement laid out different options that could effect that SOW and that in setting down each of those type of contracts to come up with the best recommendations is opening a very giant can of worms.

Trustee Schmitz said we start with the major scope and then have interim checkpoints and say that deliverables are this and that and then the next phase we further define and clarify as the project unfolds.

Trustee Morris said that we are still at the stage of putting it in simple terms – site or build – where in the process is this going to start; go back to the very beginning and review every phase or start from today – that is the big decision for him.

Trustee Dent said we could go back to 1999 and work on what we have done. If he is hearing it correctly, there is a lot of information out there and a lot of that has come to light. There has been a lot of stuff with the PICA report. Evaluating all that stuff is a good thing but he has no desire to go back to 1999.

Chairman Callicrate said he would like a cursory review to say here is where we are at so perhaps that is a last couple of years' review and that others can figure out what is making sense and how that is fitting into the hiring of project management as he has no clue so he will defer to Trustee Dent for his expertise and Trustee Wong for her relationships and history with the USACE. Put together a SOW and a timeline which includes the direction you want to take and then based on all the criteria, come back to the Board sometime in the next month or so to vet out the opportunities.

Interim District General Manager Winquest said that Staff is in the middle of budget creation and we have a lot going on in the District. Once this task is

complete, we will need the Board's direction on our next step(s) and he will go and create a new capital project for the pond lining.

Trustee Wong said if we are combining these two projects or creating two SOW's then does it make sense to set up a separate capital project. Interim District General Manager Winquest said it is just a way of accounting for the pond lining so that it doesn't get jumbled up with the larger project which he wants to avoid and keep it clean.

Chairman Callicrate asked Interim District General Manager Winquest if he has clear direction. Interim District General Manager Winquest said he is to set up a preliminary meeting with Staff and Trustees Dent and Wong to discuss the SOW. Staff will draft a SOW and then reconvene to fine tune it and then it will come back to the Board, from him, so that all the Board members can sign off on it and then Staff will go out to either RFP or RFQ and as the Board direction.

Chairman Callicrate asked District General Counsel Menchetti if he had any clarification on the process. District General Counsel Menchetti said that you may need to notice the meeting; no problem with what has been described.

Chairman Callicrate confirmed that the Interim District General Manager has clear direction.

**G.3. Fiscal Year 2020 IVGID Utility Rate Study (Requesting Staff Member: Director of Public Works Joe Pomroy)**

*[INFORMATIONAL NOTATION: This is NOT the independent consultant presentation authorized by the Board of Trustees at their February 12, 2020 Board of Trustees meeting]*

**a. Review, discuss and take action to establish, the Fiscal Year 2020 IVGID Utility Rate Study, a one year average percent utility rate increase in the range of zero percent (0%) to fifteen percent (15%) of which the percentage in excess of five point five percent (5.5%) would go to the Unrestricted Net Position in the Utility Fund.**

**b. Review, discuss and possibly set the date/time for April 14, 2020 at 6:00 p.m. for the public hearing on the proposed amendments to Sewer Ordinance #2 "An Ordinance Establishing Rates, Rules**

**and Regulations for Sewer Service by the Incline Village General Improvement District" and Water Ordinance #4 "An Ordinance Establishing Rates, Rules and Regulations for Water Service by the Incline Village General Improvement District" that Includes the Utility Rate Increase and to publish the notice in accordance with the NRS 318.199.**

**PUBLIC COMMENTS WILL BE TAKEN AFTER THIS AGENDA ITEM G.3.**
**Conducted in accordance with Nevada Revised Statutes Chapter 241.020 and limited to a maximum of three (3) minutes in duration**

Director of Public Works Pomroy gave an overview of the submitted materials.

Chairman Callicrate said that item b. is routine and that for a. we clearly recognize that our unrestricted net position is woefully below $19.1 million and that he put this in here as the 5.5% would maintain our current operational standards and anything over and above is to get our reserves in order. He does understand that we are going out to a neutral third party for a reserve study. Our reserves have become woefully low and we need to put money in our reserves until we have an independent study. We need to get our reserves in order and this is why it is on because we need to build up our reserves. He does understand about the monies that are becoming available from USACE and that we have $9.6 million for the pipeline and that we need much more than that; appreciates this being brought forward. Chairman Callicrate then asked the Trustees for their thoughts.

Trustee Schmitz said that she would like to listen in first.

Trustee Wong said that the logical starting point is the 5.5% and that she doesn't think going below that is reasonable. Agree that we need to start building up our reserves and until we get the study, we are picking an arbitrary number. She wants to be able to look someone in the eyes and say this is what we are targeting. She is hesitant to raise them at this time, before the reserve study, and until we have that recommendation as she thinks that is picking an arbitrary number out of the air.

Chairman Callicrate said that he appreciates those comments on an arbitrary number and said that $19.1 million is about thirty to forty five days and that we need funds to be available for an emergency. We have somewhere between four and five million dollars in our reserves and that

anything about 5.5% goes to the reserve and that there is no way we are going to raise them by 50%.

Trustee Schmitz said instead of talking about raising the rates about 5.5%, could we implement a toll or a charge that is specific for replenishing our capital and turn it off when we reached our desired goal; can that be done.

Director of Public Works Pomroy said that the water and sewer rates are brought before the Board and you can make amendments and an example is the defensible space fee – you can remove that $1 today and you can add to that fee as it can be modified on an annual basis; the defensible space fee was added ten years ago.

Trustee Schmitz said if we are trying to replenish then let's be transparent and add a line item that over time we would just eliminate because we have fulfilled the need.

Chairman Callicrate said that was something that he hadn't entertained and that it might be a cleaner way to address that in our own policies. If we were to decide on that type of fee, do we have to wait until our next meeting. People could see what it is going towards versus a percentage. That is a valid attempt at starting to address the reserves that we should have and don't have.

Trustee Wong said that the Board hasn't restricted the $9.6 million so technically it meets policy. She recognizes if and when the Board fully restricts, our threshold will be below but technical we are in compliance and we are looking forward. How do we move forward with our rate payers?

Chairman Callicrate said that technically we may be in compliance and that he has had some spirited discussions with our former Director of Finance about collecting money for a specific project as there is an inference that it is going into a restricted fund and then folks found out it was being used in another way so we can split hairs on that. We should have over $14 million because in good faith we understood what the money was being collected for and help in building our reserves is to show our community that the money was restricted so do we have to agendize it and that got lost in that conversation. With this particular General Business item, what do we want to do or how can we, within the constraints, achieve what we are trying to achieve.

Trustee Wong said that is another misconception about the $2 million; the effluent pipeline is a project that we have been working on for a number of years and that sometimes we do spend money on the effluent pipeline. While some think it is $14 million, there has been money spent on that project so that is a huge misconception that we need to start clarifying so that people know. Because these funds are in the Utility Fund and because the effluent pipeline is the largest project, it is restricted and this is the project we are going to work on. Do agree with restricting the funds in the future?

Chairman Callicrate said when we allocated the cost of the new building to house the rolling stock, what was the cost of that building. Director of Public Works Pomroy said he didn't recall the exact number but it was close to $2 million. Chairman Callicrate said that money was taken as was the on-call quarters project money and that a lot of money has been spent on temporary fixes and blowouts, etc. and that while these were all projects that needed to be done, we are not trying to create strife. District General Counsel Menchetti counseled not to get too far off the agenda item.

Chairman Callicrate opened the matter for public comment.

Margaret Martini passed on her opportunity to speak.

Linda Newman said, for clarification, in 2011/2012 HDR determined that we would need $23 million collected over ten years to fund the replacement of the pipeline in State Route 28 as a result of that advice, the Board determined that a collection would occur, with interest, to replace the six miles of failing pipeline. There was never any determination that the money would be used for any other projects thus the community was not mistaken and that she thinks it is our Board that is mistaken. By only raising the rates at 5.5%, the Utility Fund has a $600 million infrastructure and we will have less than nine hundred thousand dollars available for any emergencies. She doesn't want to see our rates go up but she doesn't want to see the District placed in terrible financial position and not be financially stable.

Frank Wright said for the last two years, in the Utility Department, every employee has gotten a nine percent raise, pay raise, and for the last five years, his utility bill has gone up every year. What Ms. Newman just spoke about is government fraud and it is illegal. You can't collect money for one purpose and use it for something else. Staff has repurposed bond money and collected it for the utility pipeline and that is malfeasance of public office and misappropriation of public funds or theft. To give anyone in the Utility

Department a raise is wrong. It is like having a basketball coach that never wins a game and that is what you have in the Public Works Department – they have failed us year after year. They have done nothing right and they are not capable of orchestrating a solution to the pipeline and so this Board is forced to get someone else to do what our Staff can't do. Why is our Staff still here? This is a person who hasn't been capable and yet you still have this project in the hands of an incompetent human being so take it out of his hands completely as you have people in this room who would do it for free.

Chairman Callicrate reminded everyone of the subject matter and to please keep their comments to this item.

Aaron Katz said since Trustee Wong brought up the subject of misconception, it is you. He knows what happened then as he was here and Mr. Wright was here and Trustee Wong wasn't. He heard everything that was represented and basically Staff has stolen $5 million and they are the ones that got us into this mess. Staff told us there were two reserve funds – one at $2 million a year and then another. That $2 million was to be for Phase II of the effluent pipeline, not for repairs and not for a garage. By the way, that garage was supposed to be less than a million dollars and that what you may not know, and he tried to get to the bottom of this, was that it is his belief that the Director of Public Works got a ten thousand dollar bonus. We don't have the funds because Staff sole the money. You have a Board member who is lying to the public so we think we are incorrect – Staff did this and the Board members did this so he wants the blame to be where it should be. When he hears Trustee Morris speak about how great our Staff is, they got us into this mess and you have to fix it. Mr. Katz concluded by stating that he is against any rate increase.

Chairman Callicrate, hearing no further public comment. brought the matter back to the Board.

Trustee Schmitz asked if we have the ability to ask Staff to come back to the Board with a recommendation of how to bolster our unrestricted net position, which is short about a million dollars, and that while the rate study address items, it doesn't address the unrestricted net position. When it comes to the unrestricted net position, that seems pretty clear, so do we have the ability to ask Staff to come back.

Interim District General Manager Winquest said that the Board certainly has that ability and we are under the understanding that we are going to hire to

do someone to do a utility study and then they will tell us. If you don't want to do that, he can have Staff do that work.

Chairman Callicrate said we have been discussion the independent rate study and that he knows that the Audit Committee is working on that so he wants to bridge that gap.

Trustee Dent said if we were to raise the rates 15%, on agenda packet page 47, Staff has laid out how we get there. Trustee Schmitz said on increasing the rate, that she is more thinking about implementing a one line item on the bill just to replenish funds because increasing rates impacts operations other than unrestricted net position. Trustee Wong asked how it impacts operations. Trustee Schmitz said that a certain percent goes to operations and everything over 5.5% goes to unrestricted net position. Trustee Dent said that is correct. Trustee Wong said it says it right there. Trustee Dent said that we can move any of these rates around to add to the capital improvements.

Chairman Callicrate asked what is the pleasure of the Board and then went through a couple of different scenarios – raise rates and then at the next meeting restrict the money, establish that something is going to our reserves knowing that this is the first step and that it can be minimal.

Director of Public Works Pomroy said that Staff would like it to coincide with the budget process as delaying the rates would impact revenue on the budget.

Chairman Callicrate said that the Board can put on a fee with the rate study that is pending and then wait until then as a fee so as to not scare anyone.

Director of Public Works Pomroy said on agenda packet pages 40 and 41 are the components and that the Board can add a component. Staff would then prepare the rate sheets that the Board will consider at a future Board meeting as we are not raising the rates today and Staff will come back at a future meeting for a review; percent or dollar amount – Staff can add or we can add a line item that says "Unrestricted Net Position Charge" and then publish it and come back for the Board's review and approval.

Trustee Wong said that the 5.5% rate increase is appropriate and that she still doesn't feel a higher rate or another fee is right until we see the reserve study.

Trustee Schmitz said that she agrees with what the Interim District General Manager said about going out, hiring and doing the rate study and that we know we are short of the Board practice and that we are to be obligated with our Board practice so we should make some attempt to repair that inefficiency.

Trustee Morris said he had nothing more to add.

Trustee Dent said he would echo what Trustee Schmitz said and it seems like we are cancelling projects because we don't have the money or the bid comes in too high and that building up the reserves is the right thing to do. We were elected to watch the purse for the community and building up the reserves and adding to this is better than sitting on our hands and doing nothing. He does like having a separate line item and he doesn't like raising rates but it is something that we have been talking about for years and in this situation we can defer and continue to do nothing or actually tackle this from a leadership point and collect a little extra money and no, Staff is not going to spend but he doesn't know what that number is – is it $2.50 or $5 – he doesn't know and he doesn't know what the Board wants to do.

Chairman Callicrate said he would like to raise the rates by 5.5% and have the Director of Public Works have a line item for unrestricted net position at whatever we could agree upon and that would be sending a message to the community on the reserves we don't have. He respects Trustee Wong's statement about being without a reserve study. We are a million dollars short by the end of this year and that the reserve study will tell us what to do so he would like to see a placeholder as it is critically important.

Interim District General Manager Winquest said that 1% equates to roughly one hundred thousand dollars. Director of Public Works said one dollar and five cents per month is about one hundred thousand dollars so we would have to raise them up to fifteen percent; adding a flat fee – he doesn't know if you can do this.

District General Counsel Menchetti said that the Board has lost its way and read the agenda item aloud and stated that is where you are so focus on that so that we can get out of here before tomorrow.

Chairman Callicrate said we have established that 5.5% is the need and if we say 10% that would mean that 4.5% would equal $450,000 and that

would go into the unrestricted net position which would be a good first step until we do our reserve study, etc.

Trustee Schmitz said that she feels that anything over the 5.5% she doesn't feel comfortable with. It is very difficult to get people to reduce rates so let's stick with the 5.5% until we have a rate study or have the ability to have a line item. Trustee Dent said that the line item equates to the percent and that the additional percent will be a line item. Trustee Schmitz asked how often do you see utility rates go down. She understands the net and to reverse that and go back is much easier; she is not comfortable with it. Chairman Callicrate said he is good with 5.5% and then at a future Board meeting, the Board can decide to add a line item of x dollars per parcel that goes into our unrestricted net position.

Trustee Morris asked if we are restricted on how often we can change the utility rates such that in August could we up them by five dollars as a line item. Director of Public Works Pomroy said that the restriction is about forty five days. The average is 5.5% and noted that there is not one customer who will see a 5.5% increase because it is all about the rate components. The rate table will have these components.

Trustee Wong made a motion to have a one year average percent utility rate increase of five point five percent (5.5%). Trustee Dent seconded the motion. Chairman Callicrate asked for any further Board comments; hearing none, he called the question – the motion was passed unanimously.

Trustee Wong made a motion to set the date/time of April 14, 2020 at 6:00 p.m. for a public hearing for the proposed amendments to IVGID Sewer Ordinance No. 2, entitled "An Ordinance Establishing Rates, Rules and Regulations for Sewer Service by the Incline Village General Improvement District" and IVGID Water Ordinance No. 4, entitled "An Ordinance Establishing Rates, Rules and Regulations for Water Service by the Incline Village General Improvement District" that Includes the Utility Rate Increase and to publish the notice in accordance with the NRS 318.199. Trustee Dent seconded the motion. Chairman Callicrate asked for any further Board comments; hearing none, he called the question – the motion was passed unanimously.

At 9:19 p.m. Chairman Callicrate called for a break; the Board reconvened at 9:30 p.m.

**G.4. Review, discuss, and possibly provide direction regarding the desired format for Staff presentations of the Draft 2020/2021 Venue Operating Budgets scheduled for March 11, 2020 (Requesting Staff Member: Interim District General Manager Indra Winquest)**

Interim District General Manager Winquest gave an overview of the submitted materials.

Trustee Schmitz asked if there will be anything on opengov prior to March 6 or right around that time. Interim District General Manager Winquest said it will probably be around March 7 or 8. Trustee Schmitz asked that the Board be advised when it is out.

Trustee Morris said thank you for your attempt to keep with brevity and noted that it is very good to talk with the Director of Finance or heads of Departments to get a real feel and that he intends to do that again this year. As to having presentation, do you feel that there are significant items that need to be identified in the overall presentation in each and every venue as you have been working with Staff or are there a few big presentations such that we can get down on the time. Interim District General Manager Winquest said his preference would be to allow the Board to decide as we have run out of time and had no presentation from General Fund or Utilities because of the rate study. We also talk about beaches, Diamond Peak, parks and recreation and the golf courses but that he can't make that recommendation as he gets different answers. We know that the Board wants less PowerPoints and more give us the data and let us the questions. That is what we are here for and we will be prepared to answer questions on anything you want. When we have the presentations, we will get your feedback, and then we can do whatever needs to be done prior to the tentative budget.

Chairman Callicrate asked for executive summaries for each of the venue presentations and highlights and to have those ahead of time. For the presentations, they should be distilled down and help the Board focus on important aspects and then we, as a Board, can go further. We have asked for that for several years and brevity is critical as that will help a lot.

Trustee Dent said that the Board has been asking for that for several years and to also tell us if about why there is a huge difference in revenue and expenses. Interim District General Manager Winquest said that the budget items of note are exactly what we would be doing and those will be in the packet so you have ample time to review them.

Trustee Schmitz asked if there will be conversations about service levels at different venues and would you have the ability to highlight budget issues at specific venues. Interim District General Manager Winquest said that he does remember talking to Trustee Schmitz about this and that he attempted to send a link but that he noticed it was in his e-mail outbox and that it is still sitting there.

Trustee Dent said that earlier you said something about the charges for services and subaccounts. Interim District General Manager Winquest said he was referring to beach administration, beach parks, beach aquatics, etc. and giving the Board more of the data and then in the Community Services fund it would be Recreation Center, community programming, etc. This will be in the sources and uses format which is more financial data while knowing it is all going to be in opengov.

Trustee Dent asked about changing from special revenue funds to enterprise funds. Interim District General Manager Winquest said he has briefly spoken with our Controller and primarily, it wouldn't change how we would provide financial data and that Staff is assuming we are going to be migrating back to enterprise funds.

Trustee Wong said if we are contemplating that then we need to talk to the State of Nevada. Interim District General Manager Winquest said he has e-mailed our State contact. Trustee Dent said that he has had some e-mails and telephone calls with EideBailly.

## H. REPORTS TO THE IVGID BOARD OF TRUSTEES*

### H.1. District General Counsel: Law Firm of Hutchison & Steffen

District General Counsel Menchetti said thank you to the Board and Staff as it has been good being here and he has enjoyed it, enjoyed the civility and that he is traveling back down to sea level and that he will be back in June and back at these Board meeting. Chairman Callicrate said that he

appreciates Mr. Menchetti's years of knowledge. Trustee Schmitz said thank you.

**I. BOARD OF TRUSTEES UPDATE *(NO DISCUSSION OR ACTION)* ON ANY MATTER REGARDING THE DISTRICT AND/OR COMMUNITIES OF CRYSTAL BAY AND INCLINE VILLAGE, NEVADA***

Trustee Morris said that he will be attending the Washoe County Debt Management Commission meeting this week as a representative of IVGID.

Trustee Schmitz said that Monday she will be at the Citizens Advisory Board meeting which has on its agenda the expansion of St. Francis' church as its only agenda item.

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

Aaron Katz said when we were talking about the utility rates, there are two reasons we have a problem with capital reserves – Staff is stealing the money and the methodology used favors IVGID and its friends. As a couple of examples, Staff entered into contracts for wastewater with Snyder and they are not paying for any capital. Sand Harbor – don't know because Staff won't share the information. He got the utility bill for the Diamond Peak Lodge and they have 5.33 capital costs more than a residential customer – is that fair and equitable. Diamond Peak is using over 30 million gallons of water in a month but a resident is using 6,000 gallons. He could go on and on and he has a written statement. That's the problem – Staff relied on an AWWA manual and they are not following the recommendations. How did he come up with the sewer rates, he asked for documents and was given nothing. There is a $315,000 shortage which is part of the rate study. Staff told you that there are 9,000 accounts and that is untrue as there are 4,800 account. If Staff billed everyone, we wouldn't have a shortage.

Frank Wright said ethics in government – we haven't had it for a while. People who have been running our District have been running it into the ground. If we could have gotten public records, we could have identified, in the financials, the things that were wrong. Staff is hiding things from the public because they don't want things known. Integrity – Staff doesn't have integrity because they won't answer questions. Trustee Wong has no ethics as she stole money for her own defense without Board approval so when are we going to get our money back because you didn't us we were in a lawsuit and you gave money to Mr. Guinasso without telling

us. Trustee Morris approved it so he hopes that he has the money to pay it back. We haven't been able to investigate what Staff has been doing, and we might have been able to stop it, because you close your books down. Bad things happen like losing all the money from the Utility Fund. We have to fix the mess and he understands that there is going to be a rate increase but why does he have to pay for the actions of these Board members and employees. We do we have to ask over and over for public records, who decides, Staff. Who writes an agenda that is put in the Board packet and then lies his ass off and then Trustee Wong comes to his defense.

## K. REVIEW WITH BOARD OF TRUSTEES, BY THE INTERIM DISTRICT GENERAL MANAGER, THE LONG RANGE CALENDAR *(for possible action)*

Chairman Callicrate asked that this item be deferred to our next meeting. Trustee Morris asked if there was going to be an Audit Committee meeting on March 11; Trustee Dent said yes.

## L. ADJOURNMENT

The meeting was adjourned at 10:00 p.m.

Respectfully submitted,

Susan A. Herron
District Clerk

Attachments*:
*In accordance with NRS 241.035.1(d), the following attachments are included but have neither been fact checked or verified by the District and are solely the thoughts, opinions, statements, etc. of the author as identified below.

Submitted by Linda Newman (1 page): 2-26-20 IVGID Board of Trustees Meeting Public Comments By Linda Newman – To be included with the Meeting Minutes

Submitted by Wayne Ford (8 pages): I NEED TO BE A ALARMST

Submitted by Aaron Katz (7 pages): Written statement to be included in the written minutes of this February 26, 2020 regular IVGID Board ("Board") meeting – Agenda Item C – Public Comments – It's time to end our media buying contract

with EXL Media and instruct Staff to delete this expenditure from its proposed 2020-21 budget!

Submitted by Aaron Katz (6 pages): Written statement to be included in the written minutes of this February 26, 2020 regular IVGID Board ("Board") meeting – Agenda Item C – Public Comments – More evidence our Strategic Plan needs to be permanently trashed!

Submitted by Aaron Katz (25 pages): Written statement to be included in the written minutes of this February 26, 2020 regular IVGID Board ("Board") meeting – Agenda Item G(3)(a) – Staff's Utility Rate Study – Staff's methodology demonstrates that past and proposed future water and sewer rates are grossly unreasonable insofar as the average residential customer is concerned

Submitted by Steve Dolan (1 page): IVGID Board of Trustees Meeting 02/25/2020; Public Comment by Steve Dolan

Submitted by Margaret Martini (1 page): February 26, 2020 IVGID BOT Meeting Public Comments By: Margaret Martini – to be included in the Minutes of the Meeting

2-26-20 IVGID Board of Trustees Meeting Public Comments
By Linda Newman – To be included with the Meeting Minutes

At the January 29th Meeting the Board directed and the General Manager committed to engaging the services of an independent Project Management firm to take over the entire Effluent Export Project. In keeping with that directive, I ask that Mr. Pomroy's request for more than $400,000 of sole source contracts to Jacobs Engineering for design of the emergency pond liner and HDR for design of the 5,067 linear feet of pipeline to be replaced or repaired be removed from the agenda. In addition to keeping these projects under Mr. Pomroy's supervision, the fee for the design of the pond liner is based on an inflated cost of $2.7 million – a sum Mr. Pomroy has not presented or validated to the Board. Jacobs had previously presented a number of options –none of which match Mr. Pomroy's inflated cost for the project. I also question the fee for design of less than one mile of pipeline – wasn't this work accomplished years ago through payment of a $367,000 design fee to HDR? And is this design for replacing the pipeline in its current location? In the center of State Route 28? Or a trenchless method? I, along with you as a Board, should have lots of questions –none of which is answered in the packet. These answers require the expertise of an independent project manager to determine not only the materials, placement, timeline and costs for these components–but a comprehensive understanding for planning and funding of the entire project.

I also call your attention to the abbreviated Utility Rate Study. It is 12 pages compared to the more than 50 pages produced last year. I have no problem with brevity – but I do have a problem with inaccurate financial modeling and the absence of the identification of the 2020-21 Capital Projects planned and the contemplated projects with estimated costs for the following four years. This in my view is not a fair presentation. The rate study calls for a 5.5% increase with claims that the Board Policies and Practices for Working Capital and the Appropriate Level of Fund Balance are satisfied. But it doesn't. The minimum Working Capital Requirements as well as all unspent amounts committed for Capital Projects carried over into fiscal year 2020 total almost $15.7 million. Our unrestricted net position at June 30th, 2019 was $12.4 million. That reflects a shortfall of $3.3 million. Or to state this another way, if we subtract the $11.5 million already committed to capital projects from the $12,400,000 of unrestricted net position –we have less than $900,000 available for unanticipated costs for our $600 million utility fund infrastructure.

I NEED TO BE A ALARMIST : Washoe County is taking our right to comment and take part in Zoning Changes . NOW PROPERTY 20%SLOPE OR MORE NEXT, WHO KNOWS.

Under section 110.220.60 for parcels over 20% slope the County is taking away our right under the NRS 278.0201 for public notice and a public hearing and vesting the right of the decision in the Engineering Department of Washoe County.
No offense to Joe Pomroy and Engineers I do not trust that the County Engineer will be able to understand all the surrounding property owners concerns when a applicant wants to have a "0" setback for a parcel. Yes "0" setbacks only need to meet the following conditions on parcels that have a 20 % slope or more.
"right of way operations will not be impeded "
" speed of traffic on the street will not be a issue"
"the ability of the County to widen a road is not a issue"

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No HARDSHIP FNDING NEEDED PER NRS.
No CONSIDERATION FOR BLOCKING OF SUNLIGHT TO OTHER PROPERTIES PER COUNTY CODE FOR HILL SIDE DEVELOPMENT
No. CONSIDERATION FOR ACCESS BY IVIGID OR NORTH LAKE TAHOE FIRE PROTECTION DISTRICT.
No. CONSIDERATION FOR GUEST PARKING ON SITE WITH A "0" SETBACK , STREET CONJESTION
No CONSIDERATION FOR PRIVACY OF NEIGHBOR IMPACTS AND BLOCKING OF VIEWS

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SO : NOW NO PUBLIC NOTICE OF ADJOINING PROPERTY OWNERS OR PROPERTY OWNERS WITHIN 300 FEET
WHAT IS NEXT; LOTS WITH LESS THAN 20% SLOPE, SPECIAL USE PERMITS NOT NEEDING PUBLIC COMMENT, LIKE A CELL TOWER I ONCE HEARD ABOUT THAT WAS TO BE IN THE CENTER OF OUR TOWN.
THIS SECTION NEEDS TO BE REMOVED FROM OUT COMMUNITY PLAN.
WAYNE FORD 2/26/20

WAYNE FORD

A major change has been made to the Tahoe Area Plan that will affect not just me as a Residential Designer, but all Incline Village and Crystal Bay citizens henceforth. For this reason I need to make an issue of it to the TRPA Advisory Planning Commission. I've already lodged my concern with Washoe County's Eric Young and Mike Conger of TRPA.

**TAHOE AREA PLAN CODE PROBLEM**

I want to mention two concerns with the change in the Tahoe Area Plan Page 7-4 dealing with Washoe County Building Code 110.220.60 (1) (2) (3) (4) (5) (6) Setbacks. My concerns are:

- changing the code so no variance is needed for a 20%-sloped lot to qualify for a zero-setback from the street; but a variance is still required for slopes of less steepness (15% or 10%)

- eliminating the variance review process by giving the decision to an engineer in the Washoe County Engineering Department

**Problem #1 - Zero Setbacks on 20%-Sloped Lots**
As now stated in the new Tahoe Area Plan 2020, it's possible for a homebuilder to request a zero setback of a house or garage on any interior or through lot with 20% slope (on the front of the property).

In the old code, a 15-foot setback is mandatory for all lots.
- with a 15-foot setback between the curb and a 2-car garage, there is room for a driveway
- with zero setback, there is no room for guest parking, and guests will park on the street
- when guests park on the street they impede traffic, street cleaning, and snow removal

In the old code, if a homebuilder wants a variance so they don't have to comply with the 15-foot setback requirement, they go through a review process as required by NRS 278.315 (Granting of variances, special and conditional use permits, and other special exceptions by Board of Adjustment, Planning Commission, or Hearing Officer).

In the new code, the variance process is still required for interior and through lots of less than 20% slope on the front half of the lot, but not for lots with slope of 20% or more. Those other lots will need to comply with Article 804. (See attached.) But for lots of 20% slope (on the front half of the lot), now there will be no variance or review process.

**THE PROBLEMS WITH THIS CHANGE IN THE CODE**

In the old code, a homebuilder requests a variance from the Board of Adjustment, which then publicizes a hearing date so that public input can be given by neighbors and others affected by the setback variance request. These variances are also heard at Citizen Advisory Board meetings.

In the new code, for the 20% sloped lots, there is no process of review or appeal. Rather the decision is given to an engineer in the Engineering Department where the decision will be made without public oversight or input.

In the old code, the approval of a variance was often based on the finding that the homebuilder experienced a "hardship" due to the configuration of the site (e.g., steepness, odd lot shape, a large boulder, a stream, other features or constraints unique to the property).

In the new code, "Undue Hardship" is no longer mentioned as a criterion for consideration for 20% sloped lots.

The new plan authorizes the Engineering Division to determine whether the setback meets three minimal criteria. The setback will be approved if it does not:

- impede county maintenance and road-work operations
- cause a safety problem for speed or volume of traffic on the street
- prevent the County from widening the street should it decide it needs to

**Using these three criteria, most requests for zero setbacks on 20% sloped lots will be approved.**

In the old code the variance process involved the public—specifically the neighbors who might be affected by the variance decision. The County was required to notice all persons within a particular distance, and/or to hold a public hearing at which persons could discuss the variance request. Neighbors' homes may be impacted in a variety of ways including safety, aesthetics, health, and property values, but most often when setbacks are insufficient, neighbors are impacted by cars parking in the right-of-way and on their property.

In the new code, there is no process for public input on the setback decisions of 20% sloped lots. And the decision no longer depends on the concerns of those who will be affected by the decision. The process gives to an engineer in the Washoe County Engineering Department the sole discretion to determine whether to approve the permit with the setback variance. The new code takes away citizen oversight of property development that will affect neighbors.

In the old code, many perspectives are brought to bear on the problem for which a variance is sought. In the new code, only one engineer's perspective will be required. The possibility of "undue influence" affecting the request approval cannot be ignored.

Although the code change may look innocuous and technical at first glance, the effects will reverberate and eventually impact the lake. It is easy to see how a zero setback on a sloped property could result in impediments to street cleaning and snow removal. When county snowplows (which hit 8 cars last season) are damaged, they're unable to clear roads and cost money for repair. When snow plowing results in cars being "plowed in" to the parking spaces, children can't get around them to walk on the paths to school, so they walk in the streets. This simple code change will result in a domino effect.

**Please reconsider the decision to eliminate the public-input variance review process for 20% sloped lots.**

Thank you.

***WMPA19-0007, WRZA19-0007 & WDCA19-0007 EXHIBIT D***

**[Eric - Good job on this section]**

**Section 110.220.55 Yard and Lot Standards.** Required yards for structures, minimum parcel area and minimum parcel width are determined by parcel size and use type according to Table 110.220.03, *Tahoe Area Yard and Lot Standards*. The use types are defined under TRPA Code of Ordinances Chapter 21, *Permissible Uses*. Standards for development in Town Center overlay districts are found in Section 110.220.35, *Town Center Overlay* and Article 110.220.1, *Tahoe Area Design Standards*. Structures fronting State Routes 28 and 431 shall be set back a minimum of 20 feet from the right-of-way, unless an exception is granted pursuant to TRPA Code of Ordinances Subsection 36.5.4, *Setback Standards*.

## Table 110.220.03 *Tahoe Area Yard and Lot Standards*

| Use Type & Parcel Size | Required setback | | | |
|---|---|---|---|---|
| | Front | Side | Rear | |
| Residential | | | | |
| Greater than 2.5 acres | | 30 | 15 | 30 |
| 35,000 sq ft -2.5 acres | 30 | 12 | 30 | |
| 12,000 sq ft – 34,999.99 sq ft | 20 | 8 | 20 | |
| 5000 sq ft – 11,999.99 sq ft | 20 | 5 | 20 | |
| Commercial | 10 | 10 | 10 | |
| Tourist Accommodation | 20 | 10 | 10 | |
| Public Service | 20 | 15 | 20 | |
| Recreation | 20 | 15 | 20 | |
| Wildlife Management | | | | |
| Higher than 12' | 15 | 15 | 15 | |
| 12/ or less | 5 | 5 | 5 | |

**Section 110.220.60 Siting on Corner Lots and Sloped Lots.** The following standards apply to any primary building or accessory structure on a corner lot or lot with slopes meeting the thresholds established below.

1. Primary buildings and accessory structures may be built to the front property line on any corner lot when built no closer than sixty (60) feet from the corner, **<u>and on any interior or through lot</u>** where the slope of the front half of the lot is greater than a two (2) foot rise (or fall) for every ten (10) feet above (or below) the established street grade. The structure shall conform to the height and story limits provided within this section. When a primary building or accessory structure is placed within the front yard setback as described in this section, all the following shall apply:

| | | | | | |
|---|---|---|---|---|---|
| Recreation | 20 | 15 | 20 | N/A | N/A |
| | | | | | |
| Wildlife Management | | | | | |
| Structures 12' or Greater in Height | 15 | 15 | 15 | N/A | N/A |
| Structures 12' or Less in Height | 5 | 5 | 5 | N/A | N/A |

Table 110.220.03 *Tahoe Area Yard and Lot Standards*

**Section 110.220.60 Siting on Corner Lots and Sloped Lots.** The following standards apply to any primary building or accessory structure on a corner lot or lot with slopes meeting the thresholds established below.

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   a. The Engineering Division must be able to determine that county right-of-way maintenance and road work operations will not be impeded or sufficient measures have been incorporated in the structure's design to mitigate an impediment to county right-of-way maintenance and road work operations. The county may also require that the county be held harmless from liability resulting from its right-of-way maintenance and road work operations;
   b. The Engineering Division must be able to determine that the speed of traffic and the volume of traffic on the street is such that the placing of the garage within the front yard setback will not cause a safety problem for vehicles using the street; and
   c. The Engineering Division must be able to determine that the placement of the structure within the front yard setback will not impede the ability of the county to widen the street in accordance with the adopted Capital Improvements Program, or in accordance with a possible

WHEN FRONT YARD SETBACKS ARE ALLOWED TO CHANGE UNDER THE COUNTY VARIANCE PROCESS SIDE YARDS WILL BE ALLOWED TO BE ALSO AT

"0"

( SEE VARIANCE GIVEN TO 334 WASHOU CRYSTAL BAY , NV.)

sor - Yahc × | Real Property Assessment Data × Washoe Regional Mapping Syst × +

Search...

## 334 WASSOU RD

**APN:** 123-152-11 Tax Information

**Owner:** MICHAEL K HARLAN

Permit/Accela Information Found (7)

**Corporate Area:** CRYSTAL BAY

**Zip Code:** 89402

**Voter Precinct:** 8110

**Land use:** 200

**Land Zoning:** HDS

**Utility:** Water: Municipal, Sewer: Municipal

**Square Ft.:** 3745

**Acreage:** 0.285009

**Tax District:** 5200

**Total Assessment:** 369327

**Bedrooms:** 3

**Baths:** 3.5

**Year Built:** 1944

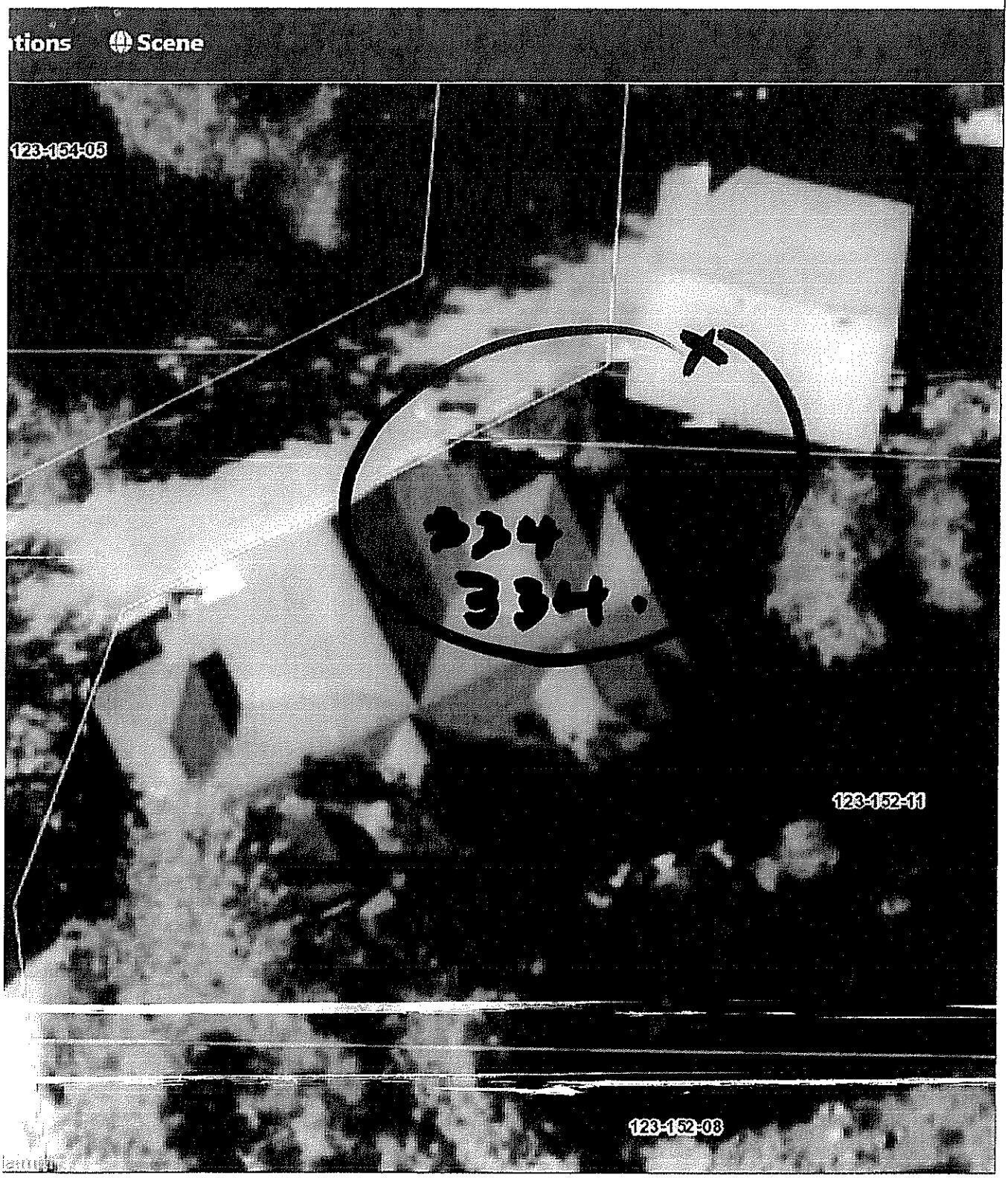
**Subdivision:** _UNSPECIFIED

**Neighborhood:** TAAC

Related Parcel Information

FEMA Information

Google Street View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Scene
123-154-05
334
334.
123-152-11
123-152-08

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 26, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM C – PUBLIC COMMENTS – IT'S TIME TO END OUR MEDIA BUYING CONTRACT WITH EXL MEDIA, AND INSTRUCT STAFF TO DELETE THIS EXPENDITURE FROM ITS PROPOSED 2020-21 BUDGET!**

**Introduction**: As the Board and the public prepare for staff's proposed 2020-21 budgets, I feel it's important to identify wasteful expenditures which the Board should instruct no longer be included therein. And one which readily comes to mind is the contract for print, digital, billboard, television, radio, internet, social media buys with EXL Media. And that's the purpose of this written statement.

**The EXL Media Contract**: For at least the last twenty-two (22) years[1], but for 2012-13, District staff have had a cozy contractual relationship with local firm EXL Media and its principal, Wendy Hummer, they have used for the District's purchase of print, digital, billboard, television, radio, internet, social media buys. The contract amounts have totaled in the hundreds of thousands of dollars, and in the overwhelming majority of cases[2], those contracts have been awarded without going out to public bid. For instance,

**The 2018-19 EXL Media Contract**: is emblematic of what has been going on for the last two (2) decades[1] insofar as the District's purchase of print, digital, billboard, television, radio, internet, social media buys utilizing the buying services of EXL Media is concerned. This contract was approved at the Board's May 18, 2018 meeting[3]. Here the cost to the District was a whopping, minimum[4] of $419,500 broken down as follows: $266,500 in cash media buys from third parties[5]; $88,000 in additional media buys purchased in trade[6] from third parties[5]; and, a cash agency fee to EXL Media of $65,000[7].

**The 2019-20 EXL Media Contract**: The last Board approved contract between the District and EXL Media for the former's purchase of print, digital, billboard, television, radio, internet, social media

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[1] See page 268 of the packet of materials prepared by staff in anticipation of the Board's May 22, 2019 meeting ["the 5/22/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_5-22-19.pdf)].

[2] All those except 2012-13 and 2019-20.

[3] See pages 11-15 of the packet of materials prepared by staff in anticipation of the Board's May 9, 2018 meeting ["the 5/9/2018 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Agenda_Regular_5-9-18.pdf)].

[4] The "District will pay EXL an additional fee...of $100 per hour for the development of each media plan" (see page 287 of the 5/22/2019 Board packet).

[5] See page 286 of the 5/22/2019 Board packet.

[6] Such as Diamond Peak lift ticket or golf course rounds of golf vouchers.

[7] See page 269 of the 5/22/2019 Board packet.

buys utilizing the buying services of EXL Media, was approved at the Board's May 22, 2019 meeting[8]. The cost to the District increased to a whopping, minimum[9] of $424,600 broken down as follows: $272,500 in cash media buys from third parties[5]; $87,100 in additional media buys purchased in trade[10] from third parties[4]; and, another cash agency fee to EXL Media of $65,000[7].

**The District's Marketing Department Costs *in Addition to* its Contract Costs With EXL Media**: Up until 2015-16 IVGID reported its marketing department[11] costs in its yearly budgets. For 2013-14 those actual expenditures totaled a minimum[12] of $619,810; for 2014-15 those budgeted expenditures totaled $706,166; and, for 2015-16 those budgeted expenditures totaled $752,217[13]. But what about after 2015-16? Assuming today's marketing department costs are the same or in excess of 2015-16's, the Board and the public can see that nearly $1.2 million of our Recreation ("RFF") and Beach ("BFF") Facility Fees are being spent on marketing our recreational facilities to the world's tourists!

**When the County Board of Commissioners ("County Board") Granted IVGID the Basic Power to Furnish Facilities For Public Recreation, it Did Not Contemplate Staff Would Be Using This Grant to Spend $1.2 Million or More Marketing Those Facilities at Local Property Owners' Expense to the World's Tourists**: As I have explained many times before, when IVGID was created by the County Board on May 20, 1961, no general improvement district could assume the basic power to furnish facilities for recreation. The only reason IVGID's founders lobbied the Legislature to create this new basic power, was because IVGID could not lawfully acquire the beaches without it. But once the beaches were acquired, no one contemplated that this basic power would be used to market the beaches, or any other recreational facility for that matter, to the world's tourists. So why are current property/dwelling unit owners shackled with paying for staff's marketing costs?

**For Whose Primary Benefit and Use Are IVGID's Recreational Facilities Supposed to Be**? NRS 318.015(1) provides the answer:

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[8] See pages 263-295 of the 5/22/2019 Board packet.

[9] [illegible] "District will pay EXL an additional fee...of $125 per hour for the development of each media plan" (see page 292 of the 5/22/2019 Board packet).

[10] Such as Diamond Peak lift ticket or golf course rounds or golf vouchers.

[11] A department consisting of three employees; a marketing manager, sales manager, and marketing coordinator [see page 146 of the 2015-16 Budget {https://www.yourtahoeplace.com/uploads/pdf-ivgid/2015-2016_Budget_Book.pdf ("the 2015-16 Budget")}].

[12] I say "a minimum" because this reporting does not allocate all marketing department costs. For instance, conspicuously absent are central services and physical office costs.

[13] Go to page 111 of the 2015-16 Budget.

> "The organization of districts having the purposes, powers, rights, privileges and immunities provided in this chapter will...promote the health, safety, prosperity, security and general welfare of *the inhabitants thereof* and of the State of Nevada."

**Now Listen to For Whose Primary Use and Benefit IVGID Staff Believe IVGID's Recreational Facilities Are Supposed to Be:**

> The world's tourists "while in the basin or planning their trip to Lake Tahoe; season pass holders from other resorts; Bay Area...Sacramento... Reno...Carson City...South Lake Tahoe skiers/snowboarders...(and) golfers[14]...visitors in Kings Beach-Tahoe Vista (and those)...staying at the Hyatt and other vacation properties[15]," and those interested in the District's Recreation and Tennis Centers and wedding facilities "while in the basin or planning their trip to Lake Tahoe."[14]

**Does Staff's Version Sound Like the Targeted Audience For Whose Primary Use and Benefit IVGID's Recreational Facilities Are Supposed to Be**? *Of course not*!

**What is the Stated Purpose of This Expenditure With EXL Media**? Again listen to staff's representations:

> "To drive revenue and yield...and...produce a positive ROI (return on investment) *that is measurable*."[16]

**What Are "the Specific (Measurable) Metrics...Utilized (By Staff to) Evaluat(e) the Success of the District's Paid Advertising Campaigns?"** Again listen to staff's representations:

> "Total online revenue(s and)...leads generated...clicks(, the)...cost per click(, and the) ROI of digital spend."[16]

**What Are the Specific Measurable Metrics Utilized by Staff to Evaluate the District's NON-Digital Media Paid Advertising**? Bueller, Bueller?[17] The answer is that there are no such metrics.

**So How Do the Board and the Public Know That Staff's Expenditure With EXL Media Increases Revenue, Yield and Generates a Positive ROI?** The answer is that staff ***has no clue***!

**How Do the Board and the Public Know That Staff's Expenditure With EXL Media is Worth the Alleged Benefit**? At the Board's February 12, 2020 meet Trustee Wong raised the issue of

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[14] See pages 273-274 of the 5/22/2019 Board packet.

[15] See pages 280-281 of the 5/22/2019 Board packet.

[16] See page 274 of the 5/22/2019 Board packet.

[17] From the iconic 1986 movie *Ferris Bueller's Day Off*.

conducting an investigation of the alleged cost/benefit of spending tens of thousands of dollars on a consultant to conduct a water/sewer rate study[19]. This question got me asking what cost/benefit study did Ms. Wong/staff conduct prior to entering into the 2019/20 EXL Media contract? So I made a public records request to examine records evidencing that study. And guess what? According to Susan Herron ***THERE WAS NO STUDY***[18]!

**In Fact, I Submit Staff Cannot Point to One Dollar of Added Revenue Generated as a Result of Expenditures With EXL Media That Would Not Have Been Generated if There Were No EXL Media Contract:**

**Even if Staff Could Point to Added Revenue Directly Generated as a Result of Expenditures With EXL Media, it Would Have to Point to $1.2 Million of Such Revenue Before it Could Assert Positive ROI**: Because this is an impossibility, marketing becomes just another money losing enterprise benefitting no one other that IVGID's employees hired in that department.

**Conclusion**: I and others I know believe a public agency like IVGID should not be spending public monies promoting the world's tourists' use of the public's recreation facilities. Moreover, our staff are unable to present any measurable means of confirming the additional paid use of the public's recreational facilities as a result of our marketing expenditures. And moreover still, EXL Media buys are not an appropriate expenditure for a public agency, let alone one like IVGID; especially given it is not capable of permissibly generating the revenues necessary to pay the costs associated with a marketing department. Even if gross revenues realized from all of the public's recreational facilities decreased by nearly $1.2 million/annually because we ended our public marketing of these facilities, the public would suffer no bottom line loss given the $1.2 million savings in marketing expenditures.

For all these reasons in addition to the disconnect between the cost/benefit of continuing with EXL Media[19], I submit these expenditures are wasteful and should *end now*.

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

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[18] My February 17, 2020 records request and Susan Herron's response that there were no records evidencing such a study are attached as Exhibit "A" to this written statement.

[19] All of a sudden at the Board's February 12, 2020 meeting Trustee Wong raised this very issue insofar as securing an outside consultant to conduct a utility rate study is concerned. The same logic applies here.

# EXHIBIT "A"

# RE: Records Request - Latest EXL Media Contract

**From:** "Herron, Susan" <Susan_Herron@ivgid.org>
**To:** "s4s@ix.netcom.com"
**Subject:** RE: Records Request - Latest EXL Media Contract
**Date:** Feb 25, 2020 5:24 PM
**Attachments:** EXL Media Contract - 07012019 - 06302019.pdf

Dear Mr. Katz,

This e-mail is IVGID's partial response to your records requests as shown below. I am attaching the contract (there have been no modifications/extensions) and there have been no studies by/on behalf of the District examining the cost/benefit of this contract so I have nothing to provide to you in response to that part of your request.

I am reviewing the invoices and should be able to provide to those to you by the end of this week, February 28, 2020.

Thank you for your patience.

Susan A. Herron, CMC
Executive Assistant/District Clerk/Public Records Officer
Incline Village General Improvement District
893 Southwood Boulevard
Incline Village Nevada 89451
P: 775-832-1207
F: 775-832-1122
sah@ivgid.org
http://yourtahoeplace.com

-----Original Message-----
From: s4s@ix.netcom.com [mailto:s4s@ix.netcom.com]
Sent: Monday, February 17, 2020 11:02 AM
To: Herron, Susan <Susan_Herron@ivgid.org>
Subject: Records Request - Latest EXL Media Contract

Hello Ms. Herron -

I would like to examine the latest EXL Media contract. And I would like to examine any modifications/extensions of that contract for the 2019-20 and any later fiscal years.

I would also like to examine all invoicing by EXL Media pursuant to that/those contract(s) from May 9, 2018 through and including the present.

I would also like to examine any studies by/on behalf of the District examining the cost/benefit of that/those contract(s).

Thank you for your cooperation. Aaron Katz

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 26, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM C – PUBLIC COMMENTS – MORE EVIDENCE OUR STRATEGIC PLAN NEEDS TO BE PERMANENTLY TRASHED!**

**Introduction**: At the Board's February 12, 2020 meeting I submitted a written statement[1] wherein I questioned the need for a Strategic Plan, and challenged its alleged necessity. At that same meeting I submitted another written statement wherein I criticized staff's entrance into a written alliance with Protect Our Winters[2] ("POW"). In response to my criticisms of staff, Marketing Director Paul Reymore came up with a written justification directed to our interim General Manager[3]. In that justification Mr. Reymore relied upon Long Range Principle #1 in the District's Strategic Plan which under "Resources and Environment" states as follows:

> "Board of Trustees Policy 1.1.0 states: The Incline Village General Improvement District recognizes the importance of using some form of strategic planning to provide a long-term perspective for service delivery and budgeting, thus...Long Range Principle #1...Initiating and maintaining effective practices of environmental sustainability for a healthy environment, a strong community and a lasting legacy."[4]

Thus if we did not have a Strategic Plan, crafted by staff to give cover to themselves to engage in activities we have no business engaging in (such as environmental sustainability), especially at a cost which is subsidized by the Recreation Facility Fee ("RFF"), maybe our recreational facilities could be operated on a financially neutral basis. And that's the purpose of this written statement.

**The Only Basic Powers General Improvement Districts ("GIDs") May Exercise Are Those Expressly Recited in NRS 318.116 as Long as Granted by Their County Board of Commissioners ("County Board") in the GIDs' Initiating and Supplemental (NRS 318.077) Ordinance(s), as Supplemented by Other Sections of NRS 318 Designated Therein**: See NRS 318.055(4)(b). For this reason GIDs are nothing more than limited purpose special districts; limited to those powers, and *none other* [A.G.O. 63-61, p.103 (August 12, 1963)].

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[1] Because staff has not yet submitted proposed minutes of the Board's February 12, 2020 meeting for approval, I cannot yet point to that statement. Nonetheless, at that meeting I submitted the referenced written statement wherein I questioned the need for a Strategic Plan and challenged its alleged necessity.

[2] For the same reason[1], I cannot yet point to that statement. Nonetheless, at that meeting I submitted the referenced written statement wherein I criticized staff's entrance into a written alliance with POW.

[3] That justification is attached as Exhibit "A" to this written statement

[4] See pages 12 and 14 of the packet of materials prepared by staff in anticipation of the Board's February 12, 2020 meeting [https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-12-2020.pdf ("the 2/12/2020 Board packet")].

**NRS 318.116 Does *Not* Give GIDs the Basic Power to Initiate or Maintain Environmental Sustainability Measures For a Healthy Environment**: Don't believe me? Go to https://www.leg.state.nv.us/nrs/NRS-318.html#NRS318Sec116 and see for yourself.

**Moreover, the Washoe County Board Has Never Expressly Granted IVGID the Basic Power to Initiate or Maintain Environmental Sustainability Measures For a Healthy Environment**:

**Nor Does Any Other Portion of NRS 318 Give GIDs the Power to Initiate or Maintain Environmental Sustainability Measures For a Healthy Environment**: Don't believe me? Go to https://www.leg.state.nv.us/nrs/NRS-318 and see for yourself.

***Dillon's Rule* Prevents IVGID From Assuming the Power to Initiate or Maintain Environmental Sustainability For a Healthy Environment**: Nevada has adopted *Dillion's Rule* [*Ronnow v. City of Las Vegas* (1937) 57 Nev. 332, 343, 65 P.2d 133]. That Rule states that:

> "The only powers a municipal corporation possesses and can exercise are: (1) Those granted in express terms; (2) those necessarily or fairly implied in, or incident to, the powers expressly granted; and (3) those essential to the declared objects and purposes of the municipality, not merely convenient, but indispensable. Any fair, reasonable, substantial doubt concerning the existence of power is resolved by the courts against the corporation, and the power is denied...*All acts beyond the scope of the powers granted are void*."

**Conclusion**: I and others I know believe a public agency like IVGID, which is *not* a form of local government with general powers[5], should *not* be spending public monies nor making available public assets on social causes such as initiating or maintaining environmental sustainability measures for a healthy environment. Yet here staff have made these acts appropriate because of its artful drafting of a strategic plan which provides for the contrary. This is an example of why it was and is improper for IVGID to have created a strategic plan. And rest assured, there is other language in the strategic plan which gives cover to un-elected staff engaging in other types of inappropriate conduct.

And to those wondering why their RFF and Beach Facility ("BFF") Fees are as high as they are, now I've provided more answers.

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

[5] Those providing for the health, safety and welfare of its inhabitants.

# EXHIBIT "A"

Dear Indra,

In the information below, I'll try to explain the backstory and thought process that went into Diamond Peak's decision to join the Protect Our Winters (POW) Resort Alliance for the 2020 calendar year. As Joseph Hill from the Waste Not team mentioned, our participation requirements are as follows:

- **Annual Commitment:** $1,000
- **Participate** in at least one social/web campaign with POW
- **Get Creative.** Host public facing signage/marketing on agreed upon site at your resort.
- **Support.** Build the POW community by hosting POW call to action on your website. (We are building easy ways to add these actions to further educate your customers online).

Optional other ideas:

- **Hold a Fundraiser.** Help fund our programs by holding one fundraiser a year, benefitting POW. Tie into an existing event, ask your hotel guests to donate, etc.

**BASIS:**

The ultimate basis for the decision comes from the District's Mission Statement:

*The Incline Village General Improvement District delivers exemplary recreational experiences and provides the highest level of water, sewer, and solid waste services while striving for fiscal and environmental sustainability.*

As well as Long Range Principle #1 – Resources and Environment:

*Initiating and maintaining effective practices of environmental sustainability for a healthy environment, a strong community and a lasting legacy.*

Both from the District's Strategic Plan for fiscal years 2018-2020.

**TIMELINE: (key dates highlighted in red)**

The seed of this partnership can be traced back to the conclusion (p. 27) of the IVGID Public Works department's **"2016 Sustainability Report"** which reads:

> *The Incline Village General Improvement District recognizes that the community of Crystal Bay and Incline Village is a system of built, natural, and human networks. IVGID also realizes that we must plan for the future from a regional perspective while implementing local projects and initiatives. Sustainability is an essential behavior in managing a community-wide system.* ***Our environmental resources are pristine yet growing populations, drought and climate change challenge the resiliency of our community****. This challenge demands that organizations and communities within the Lake Tahoe Basin make plans with sustainability as a key strategy element.*

This paragraph also appears in the conclusion of the 2017 & 2018 Sustainability Reports. As you can see, climate change is specifically called out as a challenge to the resiliency of our community.

This holds especially true for Diamond Peak ski resort, which will require huge new investments in snowmaking should the current climate predictions hold true and average snow lines rise higher and higher.

Media coverage of implications of climate change for ski resorts in Tahoe:

- https://www.sfgate.com/news/article/rising-snow-line-Sierra-Nevada-climate-change-CA-12392508.php
- https://www.rgj.com/story/news/2019/07/19/depressing-tahoe-climate-report-also-call-action/1761093001/

While these concerns have been growing within the Basin and within the ski industry for many years, it was Diamond Peak's participation with STOKE Certified to become a STOKE Certified resort that directly led to the outreach and eventual partnership with Protect Our Winters (POW).

STOKE Certified - the Sustainable Tourism and Outdoors Kit for Evaluation - is the world's first sustainability certification body with standards built specifically for surf and ski tourism operators. The organization was founded with a mission to assist resorts in developing systematic approaches to sustainability, environmental responsibility, customer loyalty, and staff retention.

**Diamond Peak was benchmarked in April 2015 by STOKE Certified** to assess all of Diamond Peak's management practices, community development initiatives, interpretation programs, waste management, cultural heritage preservation, biodiversity conservation, and much more. STOKE provided a Roadmap Report to guide the ski area towards achieving best practices as well as STOKE certification.

After following that Roadmap and being evaluated by an independent evaluator, **Diamond Peak successfully hit benchmarks needed to achieve STOKE Certification in spring 2018**. However, achieving certified status is only the beginning of the STOKE evaluation process, as we will be reassessed every 2 years...

**From STOKE's website:**

> *All properties are required to be re-evaluated within two years of certification to assure the riding community that our members are genuinely committed to sustainability. Re-evaluation fees are considerably lower as the bulk of the work in evidence collection takes place during the initial evaluation.*
>
> *Incremental improvements are expected between evaluations. We understand that environmental, political, and other factors create new challenges and can render previous initiatives irrelevant. What is deemed as an incremental improvement is carefully evaluated by the STOKE Board.*
>
> *If the property advances to a higher certification level, new logos and badging will be provided and a new round of media promotion entered into.*

*STOKE is here to honor sustainability pioneers and to usher in emerging sustainability leaders so that riding culture continues to innovate as much in sustainability as it does in riding style and creativity.*

So as Diamond Peak looks to maintain our STOKE Certification and potentially progress to higher levels of recognition, initiatives like the POW Resort Alliance help boost our score.

**In fact, Carl Kish of STOKE Certified specifically mentioned POW in an email to the Diamond Peak team on Oct. 11, 2018.**

**WRITTEN STATEMENT TO BE INCLUDED IN THE WRITTEN MINUTES OF THIS FEBRUARY 26, 2020 REGULAR IVGID BOARD ("BOARD") MEETING – AGENDA ITEM G(3)(a) – STAFF'S UTILITY RATE STUDY – STAFF'S METHODOLOGY DEMONSTRATES THAT PAST AND PROPOSED FUTURE WATER AND SEWER RATES ARE GROSSLY UNREASONABLE INSOFAR AS THE AVERAGE RESIDENTIAL CUSTOMER IS CONCERNED**

**Introduction**: At the Board's February 12, 2020 meeting the Board instructed staff to engage the services of an independent expert insofar as conducting a water and sewer (utility) study. Instead, our interim General Manager ("GM") has directed our Public Works Director, Joseph Pomroy, to conduct another one of his "dog and pony" presentations. The problem with this presentation, is that it perpetuates the same flawed methodology insofar as what is supposed to be a fair and equitable allocation of rates amongst the District's customer classes. And that's the purpose of this written statement.

**According to Mr. Pomroy, For 2020-21 the District Requires $13.03 Million of Combined Water and Sewer Revenues**[1]:

**According to Mr. Pomroy, if There is No Rate Increase, the District Will Realize $12.44 Million of Combined Water and Sewer Revenues**: because "the Utility Fund has other revenue sources that are increasing including TWSA revenue, backflow revenue and work order and snow removal work order charges."[2]

**According to Mr. Pomroy, the Alleged $595,000 Deficiency is Broken Down as $315,000 in Increased Operational Expenditures, and $280,000 in Increased Capital Expenditures**[2]:

**And According to Mr. Pomroy, This Deficiency Can be Eliminated Merely by "Delaying Capital Projects and Looking For Operational Cost Savings Not Already Identified:"**[2]

**But There is Another Means of Eliminating This Deficiency and That is By Adjusting Rates in the Most Equitable Way Possible**: According to Mr. Pomroy, "once (a) revenue target is established (and here that has been established - $13.03 million)...water and sewer rates (must be)...adjusted to generate that (target) *in the most equitable way possible*."[3]

**In Order to Adjust Rates in the Most Equitable Way Possible, We Must Start With the Premise a Municipality's "First Duty is to its Own Inhabitants Who (Are Supposed to)...Have a**

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[1] See page 38 of the packet of materials prepared by staff in anticipation of this Board meeting [https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_2-26-2020.pdf ("the 2/26/2020 Board packet")].

[2] See page 46 of the 2/26/2020 Board packet.

[3] See page 39 of the 2/26/2020 Board packet.

***Preferred Claim* to the Benefits Resulting From Public Ownership:"**[4] This means that the District's 275 commercial water and sewer users[5], who include IVGID owned recreational facilities, Sand Harbor and Clear Creek, *must take a back seat to the interests of the District's residential water and sewer customers*! Yet as the Board and the public will see, that's the exact *opposite* of what Mr. Pomroy proposes in Incline Village/Crystal Bay.

**The Second Premise Which Should Govern Our Water/Sewer Rates is That They Be Fair and Equitable Using a Cost-of-Service Rate Making Process**[6]:

**The Third Premise Which Should Govern Our Water/Sewer Rates is That the "Beneficiaries of a Service Should Pay For That Service**[7]: (and)...the level of service charges should be related to the cost of providing (that) service" and nothing more. For years Mr. Pomroy has been touting this premise even though in the real world I will demonstrate IVGID's recreational venues have not been paying their fair share.

**The Fourth Premise Which Should Govern Our Water/Sewer Rates is That the "Rates...Each Customer Class Pays (and) the Costs Allocated to the Class" be Uniform**: Rate making endeavors to assign costs to classes of customers in a *nondiscriminatory*, cost responsive manner so that rates can be designed to closely meet the cost of providing service to such customer classes."[8] Therefore "unjust or unreasonable *discrimination*...renders a rate or charge unreasonable,"[9] and "*cross-class subsidies* are (to be) avoided."[6] As the Board and the public will see, Mr. Pomroy's rate studies have championed preferential and discriminatory rates.

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[4] See page 298 of the American Water Works Association ("AWWA") Manual of Principles of Water Rates and Charges – M1, 6th Ed. (2012) ["the AWWA Manual"]. According to staff [see pages 20-21 of the packet of materials prepared by staff in anticipation of the Board's January 23, 2019 meeting {https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_1-23-19.pdf (1/23/2019 Board packet)}], the AWWA Manual "assists all water agencies in developing and implementing rate structures (and)...the District has a long history...of using the principles in this...manual for determining the type of rate structure that we have."

[5] The District reports there are 4,151 residential solid waste disposal accounts, and 275 commercial ones [see page 87 of the 2015-16 Budget (https://www.yourtahoeplace.com/uploads/pdf-ivgid/2015-2016_Budget_Book.pdf)] For this reason the public must conclude there are approximately 275 commercial sewer and/or water accounts.

[6] See page 4 of the AWWA Manual.

[7] See page 290 of the AWWA Manual.

[8] See page 75 of the AWWA Manual.

[9] See page 296 of the AWWA Manual.

**To Avoid Adhering to These Premises, Mr. Pomroy Has Combined Multiple Customer Classes Into a Single Rate Structure Which at its Core Relies Upon a "Capacity Adjustment Factor:"** "It is common for water utilities to have three principal customer classes: (1) residential, (2) commercial, and (3) industrial."[10] But because Mr. Pomroy suffers from a conflict of interest, his rate study recognizes but two customer classes; residential and commercial. To differentiate rates between the two, both rely upon something called a "Capacity Adjustment Factor"[11] ("CAF"). Thus a sewer customer's: base rate or fixed charges is determined by "multipl(ying)...the (residential fixed)...rate by the appropriate (CAF) for their service size" (see ¶2.22 at page 11 of the sewer ordinance); and, its sewer capital improvement costs ("CICs") are determined by "multipl(ying)...the (residential CIC)...rate by the appropriate (CAF) for their service size" (see ¶2.11 at page 10 of the sewer ordinance). Similarly, a water customer's: base rate or fixed charges is determined by "multipl(ying)...the (residential fixed)...rate by the appropriate (CAF) for their service size" (see ¶2.25 at page 11 of the water ordinance); excess water charges are determined by "multipl(ying)...the...gallon threshold (tier 1 or 2) set in the current Schedule of Service Charges...by the" CAF (see ¶2.24 at page 11 of the water ordinance); and, water CICs are determined by "multipl(ying)...the (residential CIC)...rate by the appropriate (CAF) for their service size" (see ¶2.13 at page 10 of the water ordinance). But as the Board and the public will see, this "one size fits all approach to rate structures (is) not...appropriate within a utility (like Incline Village/Crystal Bay) that has...diverse...usage patterns."[12]

**So What is the CAF**? "The relative flow of each water service size as compared to that of a 3/4" service." In other words, a "capacity ratio" based upon the size of the customer's ***water meter***. Note that *both* water and sewer charges are in part based upon the size of the customer's water meter. And since the two CAFs are identical, I have printed out the CAF in the water ordinance[13] and attached it as Exhibit "A" to this written statement. There the Board and the public can see that commercial water and sewer customers with a:

1. 1" water meter pay rates dependent upon a CAF which are 1.67 times that of the residential customer;

2. 3" water meter pay rates dependent upon a CAF which are 10 times that of the residential customer;

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[10] See page 76 of the AWWA Manual.

[11] ¶2.10 of the District's sewer ordinance no. 2 [see page 10 at https://www.yourtahoeplace.com/uploads/pdf-ivgid/Ordinance_2_-_04102019_Resolution_1866.pdf ("the sewer ordinance")] recognizes/incorporates the CAF. ¶2.12 of the District's water ordinance no. 4 [see pages 9-10 at https://www.yourtahoeplace.com/uploads/pdf-ivgid/Ordinance_4_-_04102019_Resolution_1867.pdf ("the water ordinance")] recognizes/incorporates the *identical* CAF.

[12] See page 325 of the AWWA Manual.

[13] See ¶2.12 at page 10 of the water ordinance.

3. 10" water meter pay rates dependent upon a CAF which are 76.65 times that of the residential customer; and,

4. So forth.

**Use of IVGID's CAF is Manifestly Unfair, Unjust and Unreasonable, and it Should be Eliminated Immediately as a Means of Determining Commercial Users' Water/Sewer Rates**: While *"capacity ratios for larger meters...may or may not provide a true indication of the potential demand requirements of the larger meters,"*[14] in the real world "customer(s like IVGID) with a larger connection size...may use far more capacity." And as the Board and the public will see, this is exactly what takes place at the District's recreational venues.

**Examples IVGID's Use of the CAF is Manifestly Unfair, Unjust and Unreasonable**: I have created a spreadsheet depicting monthly water/sewer bills for some of IVGID's recreational venues. And I have compared their bills to those of the average residential customer. A summary of the same appears below:

**Summary of Select IVGID Owned Recreation Venue Water/Sewer Bills**

| Venue | Water Meter | CAF | Excess Water | Maximum Monthly Water Usage | Monthly Water Base | Monthly Water CIC | Monthly Sewer Base | Monthly Sewer CIC |
|---|---|---|---|---|---|---|---|---|
| Average Residential | ¾" | 1.00 | | 6,000 | $ 10.65 | $ 14.47 | $ 17.55 | $ 30.25 |
| DP Base Lodge[15] | 2" | 5.33 | 0 | 70,490 | $ 56.76 | $ 77.13 | $ 93.54 | $ 161.23 |
| DP Skier Services[16] | 1½" | 3.33 | 0 | 39,550 | $ 35.46 | $ 48.19 | $ 58.44 | $ 100.73 |
| DP Snowflake Lodge[17] | ¾" | 1.00 | 0 | 18,580 | $ 10.65[18] | $ 14.47[18] | $ 17.55[18] | $ 30.25[18] |
| DP Snowmaking[19] | 10" | 76.67 | 0 | 30,934,200 | $ 816.32[18] | $ 1,109.13[18] | | |
| The Chateau[20] | 2" | 5.33 | 0 | 93,033 | $ 56.76 | $ 77.13 | $ 93.54 | $ 161.23 |

[14] See pages 324-325 of the AWWA Manual.

[15] A copy of a recent bill for this venue is attached as Exhibit "B" to this written statement.

[16] A copy of a recent bill for this venue is attached as Exhibit "C" to this written statement.

[17] A copy of a recent bill for this venue is attached as Exhibit "D" to this written statement.

[18] This amount is slightly higher on the bill attached because it reflects slightly higher 2019 rates. So to meaningfully compare it to the other 2018 bills attached, what would have been 2018 rates is included.

[19] A copy of a recent bill for this venue is attached as Exhibit "E" to this written statement.

[20] A copy of a recent bill for this venue is attached as Exhibit "F" to this written statement.

**IVGID's Use of the Public Service Recreation Exemption to Avoid Excess Water Charges is Manifestly Unfair, Unjust, Unreasonable, and it Should be Eliminated Immediately**: Mr. Pomroy has created a special water rate exemption for IVGID owned recreation venues; the Public Service Recreation Exemption[21]. "Accounts where the primary irrigation water use is for outdoor parks and recreation accessible to the public...are not subject to excess water charges as defined in the current Schedule of Service Charges. These include parks and recreation facilities, golf courses, snowmaking, and school playgrounds and fields."

Here's how excess water charges are calculated. For water use above 20,000 gallons in a billing period, for the residential customer the cost per thousand gallons increases a whopping 60% from $1.55 to $2.15. And for water use above 60,000 gallons in a billing period, the cost per thousand gallons increases another whopping 53.6% from $2.15 to $3.49.

Take a look at the above-summary. Essentially *every one* of IVGID's recreation venues uses more than 20,000 gallons of water in a billing period. Yet not one is assessed excess water charges. Take a look at the more than 30 million gallons of water use at Diamond Peak for snowmaking. If it were charged excess water charges like the residential customer, instead of having paid $46,401.30 in water use, it would have been paid $107,867.96; an additional $61,466.66! Remember, this is for one month and just for snowmaking. Go through the same calculations for irrigation at IVGID's parks and athletic fields, the Championship and Mountain Golf Courses, the high school and middle school athletic fields, and you can see that we're likely talking in excess of $1 million annually in preferential water rates! Is that fair?

**Instead of the CAF, Commercial Water Customers Should be Charged Rates Based Upon Their Historical Usage**: Because in the real world "customer(s like IVGID) with a larger connection size...may use far more (of their water meter's) capacity" than the residential customer, "some utilities...provide for the ability to review capacity use of customers with larger connections after a specified period of time after which a baseline of historical usage has been established. With this review comes the opportunity to true-up (charges)...based on the baseline consumption data."[22]

**Moreover, We Need a New Customer Class in Addition to Residential and Commercial; IVGID Owned Recreational Venues**: Since "Irrigation (and snowmaking are) characterized by the relatively high demands (they) place...on the (public's) water system...*establishment of a separate class designation is warranted* when (as here) separate metering...is available...The significant demands caused by irrigation (and snowmaking) can (and should) be recognized and reflected in the cost(s) to provide th(ese) service(s)."[23]

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[21] See ¶2.40 at page 13 of the water ordinance.

[22] See pages 274-275 of the AWWA Manual.

[23] See page 77 of the AWWA Manual.

And it's not just metering water usage. The capital infrastructure and maintenance costs required to treat[24], pump and store the millions of gallons of water which are required on a daily basis just to make snow at Diamond Peak and irrigate our two golf courses, is legion compared to the requirements of the average residential user[25]. Yet IVGID's commercial customers and IVGID are paying a pittance of those costs. Creating a new customer class can address this disparity.

**IVGID's Assessment of Defensible Space Costs as a Component of Water Fees is Manifestly Unfair, Unjust, Unreasonable, and Should be Eliminated Immediately**: In addition to the above-components to a water customer's monthly bill, Mr. Pomroy proposes it be assessed an additional $1.05 per month for defensible space[26]. Public utility rates are supposed to be based upon the actual costs the utility incurs to provide the services it provides to its customers. It is not entitled to make a profit on those services, nor to charge for any other costs other than those actually incurred. "Defensible space" has nothing to do with a cost IVGID incurs to make water available to its customers. Rather, it is a cost incurred to create a protective "halo" in the forests surrounding Incline Village/Crystal Bay to protect our community from a catastrophic fire such as the 2007 Angora Fire which devastated South Lake Tahoe.

Apart from the foregoing, IVGID has no power to levy fees to "eliminate fire hazards existing within the district" nor to "clear public highways and private lands of dry grass, stubble, bushes, rubbish and other inflammable material which in its judgment constitute a fire hazard" [see NRS 318.1181(2)(3)]. The reasons are at least fivefold. First, IVGID is not "a district created wholly or in part for the purpose of furnishing fire protection." Only those districts may exercise those powers.

Second, the only basic powers a general improvement district ("GID") may exercise are those stated in its initiating or supplemental (NRS 318.077) ordinance(s) as long as "one or more of those authorized in NRS 318.116, as supplemented by the sections of this chapter (318) designated therein" [see NRS 318.055(4)(b)]. Although furnishing facilities for the protection from fire is a permissible GID basic power [NRS 318.116(17)], it has never been granted to IVGID by the Washoe County Board of Commissioners, either in IVGID's initiating ordinance, or through "proceedings...by the board of county commissioners, similar(ly), as nearly as may be, to those provided for the formation of the district" (see NRS 318.077).

Third, IVGID has never adopted a NRS 308.030(1) service plan. Because NRS 318.077 mandates that a GID "board shall obtain in connection with each...additional basic power a modified service plan ...in a manner like that provided for an initial service plan required for the organization of a district in the Special District Control Law," and here none has been obtained, IVGID has no power to be exercising the basic power to furnish facilities for the protection of fire.

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[24] Yes IVGID uses treated water to make snow and irrigate its two golf courses.

[25] In fact according to Mr. Pomroy, 31% of all water usage in Incline Village/Crystal Bay is used by 275 commercial customers and IVGID (see page 41 of the 2/26/2020 Board packet).

[26] See page 40 of the 2/26/2020 Board packet.

Fourth, the power to furnish facilities for the protection from fire is not a NRS 318.210 implied power because *Dillon's Rule*, which is applicable to IVGID [*Ronnow v. City of Las Vegas*, 57 Nev. 332, 368, 65 P.2d 133 (1937)], instructs that should there be "any fair, reasonable, substantial doubt concerning the existence (or non-existence) of power i(t must be) resolved by the courts *against* the (municipal) corporation, and the power (be) denied" (*Id.*, at 57 Nev. 343).

Finally, local property owners are already paying the North Lake Tahoe Fire Protection District ("NLTFPD") *ad valorem* taxes so the NLTFPD can provide defensible space services (check your tax bill). Why then the requirement IVGID's water customers pay the NLTFPD a second time under the label "defensible space?"

Here IVGID has discovered another disingenuous means of charging local property owners another fee for services it has no power to furnish.

There's another reason why this charge is improper. And that's because it is not assessed uniformly against all properties in Incline Village/Crystal. Article 4, section 21 of the Nevada Constitution mandates that "in all...cases where a general law can be made applicable, all laws shall be general and of *uniform operation*. Here IVGID's rates/charges which assess involuntary defensible space charges are not uniform because there are approximately 200 unimproved residential lots in Incline Village/Crystal Bay which are not receiving water services from IVGID (see discussion below). Because they receive no bills, they receive no bill for defensible space charges.

**IVGID's Assessment of Sewer Fees Based Upon the Volume of Water a Sewer Customer Consumes and the Size of its Water Meter, is Manifestly Unfair, Unjust, Unreasonable, and it Should be Eliminated Immediately**: Although IVGID meters the volume of water which is delivered to a water customer, it does not meter the volume of sewer effluent a sewer customer discharges in the public's sewer system. Notwithstanding, Mr. Pomroy is the architect of sewer rates which are in part "based on monthly water use."[27] Mr. Pomroy's methodology in determining sewer rates is arbitrary and capricious in that there is no way to determine the volume of effluent an IVGID customer discharges into the public's sewer system, let alone upon the volume of water it consumes. It is equally arbitrary and capricious to the extent it purports to determine a user's capacity to discharge effluent based upon the size of a customer's water meter (remember, Mr. Pomroy's proposed sewer rates are in part based upon a CAF based upon the size of a customer's water meter[27]). Moreover, unlike his methodology for determining water rates, Mr. Pomroy cannot point to an industry standard like the AWWA. I have made a public records request to examine written industry resource materials relied upon by him for his proposed sewer rates, and Ms. Herron has responded there are none.

**Because Over 4,700 Water Customers and 4,300 Sewer Customers are Not Being Charged "Administrative Fees," Even Though They Benefit From the Same Alleged "Administrative Services"**

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[27] See ¶2.45 at page 15 of the sewer ordinance the single asterisk at the bottom of the District's Schedule of Sewer Fees (https://www.yourtahoeplace.com/uploads/pdf-public-works/Schedule_of_Service_Charges_-_2019_Resolution_1868.pdf).

**Available to the Average Water and Sewer Customer, Ending This Discriminatory Practice Can More Than Cover Mr. Pomroy's Alleged Operational Deficiency:** ¶2.02 of both the water and sewer ordinances reveals that monthly administrative fees are charged "to each water (and)...sewer... *account* for administrative and customer service costs" rendered to all water and sewer customers. But there are thousands of customers not being assessed these charges because for staff convenience purposes, their accounts stand in someone else's name(s). These are primarily condominium, PUD, and apartment customers who are billed through a homeowners' association and/or property manager. More than ten (10) years I attempted to obtain the particulars of the expenses making up these fees but staff steadfastly refused to share them. Now that we have a new Board I have made the request again[28].

At pages 87-88 of the 2015/16 Budget Mr. Pomroy admits that although IVGID provides water services to 8,992 Equivalent Dwelling Units[29] ("EDUs"), they are evidenced by only 4,226 water accounts. Similarly, although IVGID provides sewer services to 8,490 EDUs, they are evidenced by only 4,148 sewer accounts. If IVGID billed administrative charges to *all* of its water and sewer customers, after all Mr. Pomroy calls the charge a "*customer* account fee,"[30] we would be looking at an additional $39,305.52 in MONTHLY revenues or $471,666.24 in ANNUAL revenes. How did I come up with this number? $4.15/month times 8,992 water EDUs ($37,316.80) and 8,490 sewer EDUs ($35,233.50) compared to our current administrative fee revenues at $3.97/month [4,226 water accounts ($16,777.22) and 4,148 sewer accounts ($16,467.56)].

Recall that Mr. Pomroy has represented that water and sewer rates must be increased to cover $315,000 in increased operational expenditures. Assuming this representation is true, I've demonstrated how this "low hanging fruit" option can more than cover this deficiency. In fact, it can cover nearly the entire alleged $595,000 deficiency!

**Because Approximately 200 Potential Water and Sewer Customers are Not Being Charged Any Utility Fees Whatsoever, Initiating Standby Service Fees Can Contribute to Mr. Pomroy's Alleged Capital Deficiency:** There are approximately 200 residential lots in Incline Village/Crystal Bay with no improvements constructed thereon. If their owners chose to construct improvements thereon, they would become IVGID water and sewer customers, and they would be paying towards the public's water and sewer systems.

Although the public cannot force these property owners to improvement their lots and connect to the public's water and sewer systems, it can force them to pay fees for the "availability" of public water and sewer services. That payment is called a "standby service charge" for the

[28] A copy of my public records request of even date is attached as Exhibit "G" to this written statement.

[29] "For example, a single family home is one EDU" (see page 165 of the 2015/16 Budget.

[30] See page 40 of the 2/26/2020 Board packet.

"availability" to connect to the public's water and sewer systems and become customers when they choose to do so.

Any legitimate utility rate study demands consideration of "standby service charges" to those who are adjacent and/or capable of physically connecting to the public's water and sewer systems. This is another reason why I and others I know have objected to Mr. Pomroy's rate studies which completely ignore this "low hanging fruit" source of additional revenue.

**Mr. Pomroy Continues to Conceal His Sweetheart Sale of Wastewater to Clear Creek, the Schneider Family Trust, and Possibly Others**: At the Board's June 19, 2019 meeting I submitted a written statement I asked be attached to the minutes of that meeting[31], wherein I revealed how Mr. Pomroy, single handed and without Board approval, entered into agreements with the Club at Clear Creek ("Clear Creek"), the Schneider Family Trust ("Schneider"), and possibly others, for the purchase of IVGID's effluent wastewater. Whereas IVGID customers must pay water base rates, variable charges based upon their actual consumption, CICs, and administrative charges, Clear Creek and Schneider do not. Instead, Schneider pays "Twenty-Five-Cents ($0.25) per One-Thousand (1,000) Gallons of Effluent"[32] with no CIC nor excess charge for consumption in excess of 20,000 gallons in a monthly billing period, and Clear Creek pays "One Dollar and Fourteen Cents ($1.14) per One-Thousand (1,000) Gallons of Effluent Plus (an) Effluent Meter Base Charge...of Four Hundred Dollars ($400)...on a Monthly Basis" with no CIC nor excess charge for consumption in excess of 20,000 gallons in a monthly billing period.

Given the enormous CICs the District is about to expend replacing phase II of the effluent export pipeline which delivers wastewater to Clear Creek and Schneider, and Mr. Pomroy has again ignored this source of revenue in his rate study, I request the Board assume jurisdiction over these contracts which are clearly voidable inasmuch as they were entered into without Board knowledge and approval, and in violation of NRS 318.199.

**Backflow Prevention Device Inspection/Testing Fees**: "To protect (the) public('s) potable water supply...from the possibility of contamination or pollution by isolating within the customer's internal distribution system...such contaminants or pollutants which could backflow into the public water systems" [see ¶16.01(A)(1) of the water ordinance], ¶¶16.01(B) and 16.03(A)(1) mandate that an approved backflow prevention device be installed on all properties' water service connections[33]. ¶16.03(D)(1) mandates yearly certified inspections and operational tests[34]. Exhibit "C" to Ordinance

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[31] See pages 247-248 of the packet of materials prepared by staff in anticipation of the Board's July 17, 2019 meeting ["the 7/17/2019 Board packet" (https://www.yourtahoeplace.com/uploads/pdf-ivgid/BOT_Packet_Regular_7-17-19.pdf)].

[32] Mr. Pomroy's proposed water rate increase proposes charging $1.62 per one-thousand (1,000) gallons of water[30].

[33] See pages 38-39 of the water ordinance.

[34] See pages 42-43 of the water ordinance.

No. 4 is a "Miscellaneous Fee Schedule." And one of the fees on that schedule is a $60 backflow device inspection. Notwithstanding "the district reads approximately 4,450 meters...covering 7,966...sewer...customers"[35], ¶16.03(A)(1) of Ordinance No. 2 declares that "no water service connection to any premises may be installed or maintained by the District unless the water supply is protected as required by State laws and regulations and this ordinance (with a)...backflow prevention assembly," and these 7,996 sewer EDUs have many more than 1,700 backflow prevention devices installed on their properties serving systems for hydronic space heating, in-door sprinklers, and landscape irrigation, page 36 of the 1/23/2019 Board packet tells us IVGID staff perform only 1,700 tests annually which generates approximately $105,000 of revenue. How come the difference? Because ¶16.03(D)(1) allows "inspections and tests (to)...be performed by...certified tester(s) approved by the District." And because third party testers charge *less* for inspecting and testing than IVGID, naturally, IVGID's water customers do their testing elsewhere.

Given public utilities are not entitled to charge more than their actual costs to provide utility services, ***why does IVGID charge more for annual inspecting/testing of backflow prevention devices than the competition***? Is it another impermissible profit source because of staff's preying off helpless victims? Or, why does IVGID maintain staff and equipment to perform backflow prevention inspecting/testing if this work can be performed by the private sector for less? After all, our immediate past GM constantly mis-informed the Board and the public that IVGID staff are available to perform services such as these for less cost than comparable private sector sources. Either Mr. Pinkerton was mistaken, or IVGID is making an impermissible profit on the backflow prevention device inspections/testings it furnishes to its customers.

Either way, IVGID should get out of the backflow prevention device inspecting/testing business, or a rate study should be conducted by a qualified third party and its rates be reduced. If the private sector can do this job for less, then IVGID staff should be capable of doing the same thing for less.

**Conclusion**: Because the methodology behind Mr. Pomroy's proposed increased water and sewer rates is arbitrary, capricious [it "bear(s no) rational relationship to a legitimate government interest"] and the product of "unjust or unreasonable discrimination" to the detriment of IVGID's residential customers, it is unjust, unreasonable[9] and should be rejected. **Based Upon the Above, Here Are My Recommended Structural Changes to the Way Components of Our Water/Sewer Rates Should Be Calculated:**

1. **Excess Water Charges Should be Eliminated Altogether Because They Are Unfair to the Approximate 120 Residential Customers Who Are Assessed a Surcharge For Their Consumption of More Than 20,000 Gallons of Water in a Billing Period, While Not Assessing Commercial Customers the Same Surcharge Even Though They Consume Many Times What is Consumed by the Residential Customer;**

[35] See page 87 of the 2015/16 Budget (https://www.yourtahoeplace.com/uploads/pdf-ivgid/2015-2016_Budget_Book.pdf).

2. **Alternatively, Excess Water Charges Should be Applied Uniformly to All Customer Classes at the Same Tier 1 and Tier 2 Rates Assessed Residential Customers;**

3. **Defensible Space Charges Should be Removed From Customers' Water Bills Altogether, as the District Has No Power to Involuntarily Levy Them, and They Have Zero to Do With the Cost IVGID Incurs to Provide Water Services;**

4. **The Water Public Service Recreation Exemption Should be Eliminated Altogether Because it Represents an Unreasonable Preference Which Primarily Benefits IVGID – the Entity Which Has Adopted It – to the Detriment of IVGID's Residential Water Customers;**

5. **Variable Sewer Charges Should be Eliminated Altogether Because IVGID Has No Means of Measuring Any Customer's Discharge Into the Public's Sewer System;**

6. **A New Customer Class (IVGID Recreational Venues) Should be Created Which More Fairly Apportions the Public's Costs to This Class of Users;**

7. **Commercial Customer's Fixed Water/Sewer Charges Should be Increased Based Upon Their Actual Water Consumption/Effluent Discharge Rather Than the Diameter of Their Water Meters;**

8. **Commercial Customer's Water/Sewer CICs Should be Increased Based Upon Their Actual Requirements and Demands on the Public's Water/Sewer Systems, Rather Than the Size of Their Water Meters;**

9. **Backflow Prevention Device Inspection Charges Should be Ordered Reduced to No More Than the Actual Cost the District Incurs For Such Testing**; and,

10. **A Thorough Investigation of Mr. Pomroy's Sale of Effluent Wastewater to Clear Creek, Schneider and Possibly Others Should Take Place, New Agreements Should Either Be Negotiated and Entered Into or Those Sales Should Be Terminated, and Mr. Pomroy Should Be Disciplined For His Having Entered Into Those Agreements Without Board Knowledge And Approval.**

Only by making the structural changes suggested, can the Board make its water/sewer rates truly just, fair, non-discriminatory and non-preferential.

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

# EXHIBIT "A"

| Water Service Size | Capacity Adjustment Factor (CAF) |
|---|---|
| 1" | 1.67 |
| 1.5" | 3.33 |
| 2" | 5.33 |
| 3" | 10.00 |
| 4" | 16.67 |
| 6" | 33.33 |
| 8" | 53.33 |
| 10" | 76.65 |

**2.13 Capital Improvement Charge**

That portion of the monthly billing to pay for capital costs of service. For billing purposes, commercial customers will be billed this rate multiplied by the appropriate capacity adjustment factor for their service size.

**2.14 Contractor**

An individual, firm, corporation, partnership or association duly licensed by the State of Nevada to perform the type of work to be done under the permit.

**2.15 County**

The County of Washoe, Nevada.

**2.16 Cross-Connection**

Any unprotected actual or potential connection or structural arrangement between a public or a consumers potable water system and any other source or system through which it is possible to introduce into any part of the potable water system any used water, industrial fluids, gas, or substance other than the intended potable water with which the system is supplied. Bypass arrangements, jumper connections, removable sections, swivel or change over devices and other temporary or permanent devices through which or because of which backflow can occur are considered to be "cross connections."

**2.17 Customer**

The person in whose name service is rendered, as evidenced by the signature on the application or contract for that service, or in the absence of a signed instrument, by the receipt and payment of bills regularly issued in his name regardless of the identity of the actual user of the service. In the case of single family or individually metered multiple family residences, the customer shall be the owner of the property served, but the billing for service may be sent to the owner in care of his agent with signed authorization from the owner.

**2.18 Customer Service Line**

All piping between the house piping and the service connections.

**2.19 Customer Service Valve**

The control valve downstream of the meter and meter box on the owner's property side of the service assembly.

EXHIBIT "B"

**Bill ID# 0238 00003562**
Last: Ivgid Ski

**IVGID Public Works** . 1220 Sweetwater . Incline Village NV 89451 . OFFICE HOURS: M-F 8 AM to 4:30 PM
24 HR P: (775) 832-1203 . F: (775) 832-1260 . EMAIL: PW@IVGID.ORG . WWW.IVGIDPUBLICWORKS.ORG

# DRINK TAHOE TAP

Base Lodge

## WATER CHARGES

| | |
|---|---|
| Water Base | $56.76 |
| Water Capital Improvement | $77.13 |
| Water Admin Fee | $3.65 |
| Water Use | $68.30 |

— CAF 5.33
2" water meter

## SEWER CHARGES

| | |
|---|---|
| Sewer Base | $93.54 |
| Sewer Capital Improvement | $161.23 |
| Sewer Admin Fee | $3.65 |
| Sewer Use | $141.30 |

## DEFENSIBLE SPACE

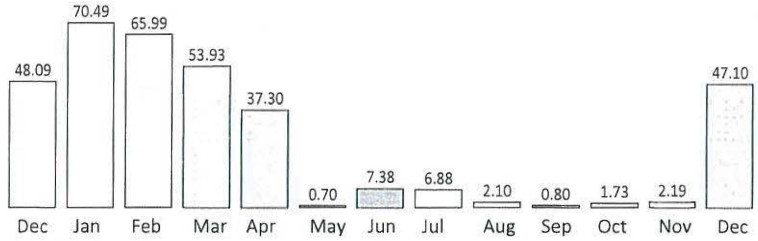
| | |
|---|---|
| Defensible Space Fee | $1.05 |

## ACCOUNT SUMMARY

| | |
|---|---|
| Previous Balance | $766.76 |
| Payments | ($766.76) |
| Total Current Charges | $606.61 |
| ***Total Amount Due*** | ***$606.61*** |

Payment Due Upon Presentation

Consumption in Thousands of Gallons




| Meter # | Start Date | End Date | Previous Read | Current Read | Consumption |
|---|---|---|---|---|---|
| 80140852 | 12/01/2017 | 01/02/2018 | 3173410 | 3220510 | 47100 |

The IVGID Public Works office will be closed for the following holiday: Feb 19th. In case of water or sewer emergency please call (775) 832-1203, 24 hours a day 7 days a week.

| Service Address | Account Number | Billing Start Date | Billing End Date |
|---|---|---|---|
| 1210 Ski Way | 01328600-01 | 01/19/2018 | 02/18/2018 |

**Rate Table**

| | |
|---|---|
| Water Base x CAF x Users* | $10.65 |
| Water Capital Imprv x CAF x Users* | $14.47 |
| Water Admin - per account | $3.65 |
| Water Use | $1.45/1000 gal |
| Excess Water Tier 1 > 20K x CAF x Users* | $0.95/1000 gal |
| Excess Water Tier 2 > 60K X CAF x Users* | $1.26/1000 gal |
| Sewer Base x CAF x Users* | $17.55 |
| Sewer Capital Imprv x CAF x Users* | $30.25 |
| Sewer Admin - per account | $3.65 |
| Sewer Use | $3.00/1000 gal |
| Defensible Space Fee x Users* | $1.05 |

***Note: Single Family Residential CAF=1 Users=1**

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Visit our website for detailed information on rate studies, charge descriptions & how to read your bill.

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PLEASE KEEP THIS PORTION FOR YOUR RECORDS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

| | |
|---|---|
| Service Address | 1210 Ski Way |
| Account Number | 01328600-01 |
| Due Date | 02/15/2018 |
| Amount Due | $606.61 |
| **Amount Enclosed** | |

***Please, No staples or paperclips***

Remit to:

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

Ivgid Ski
Lodge
Incline Village, Nv 89451

013286000100000606613

# EXHIBIT "C"

**Bill ID# 0238 00003562**
Last: Ivgid Ski

**IVGID Public Works** . 1220 Sweetwater . Incline Village NV 89451 . OFFICE HOURS: M-F 8 AM to 4:30 PM
24 HR P: (775) 832-1203 . F: (775) 832-1260 . EMAIL: PW@IVGID.ORG . WWW.IVGIDPUBLICWORKS.ORG

# DRINK TAHOE TAP

skier services

## WATER CHARGES

| | |
|---|---|
| Water Base | $35.46 |
| Water Capital Improvement | $48.19 |
| Water Admin Fee | $3.65 |
| Water Use | $42.20 |

- CAF 3.33
1 1/2" water meter

## SEWER CHARGES

| | |
|---|---|
| Sewer Base | $58.44 |
| Sewer Capital Improvement | $100.73 |
| Sewer Admin Fee | $3.65 |
| Sewer Use | $87.30 |

## DEFENSIBLE SPACE

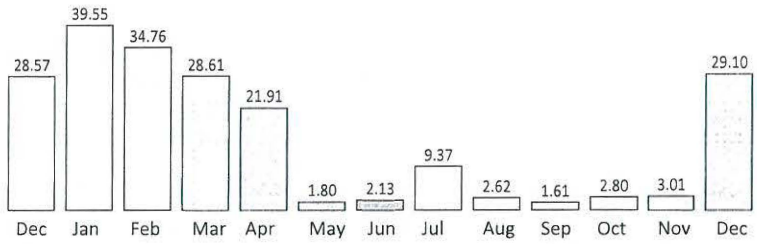
| | |
|---|---|
| Defensible Space Fee | $1.05 |

## ACCOUNT SUMMARY

| | |
|---|---|
| Previous Balance | $264.56 |
| Payments | ($264.56) |
| Total Current Charges | $380.67 |
| ***Total Amount Due*** | ***$380.67*** |

Payment Due Upon Presentation

Consumption in Thousands of Gallons




| Meter # | Start Date | End Date | Previous Read | Current Read | Consumption |
|---|---|---|---|---|---|
| 81081609 | 12/01/2017 | 01/02/2018 | 1070760 | 1099860 | 29100 |

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| Service Address | Account Number | Billing Start Date | Billing End Date |
|---|---|---|---|
| 1210 Ski Way | 01328700-01 | 01/19/2018 | 02/18/2018 |

**Rate Table**

| | |
|---|---|
| Water Base x CAF x Users* | $10.65 |
| Water Capital Imprv x CAF x Users* | $14.47 |
| Water Admin - per account | $3.65 |
| Water Use | $1.45/1000 gal |
| Excess Water Tier 1 > 20K x CAF x Users* | $0.95/1000 gal |
| Excess Water Tier 2 > 60K X CAF x Users* | $1.26/1000 gal |
| Sewer Base x CAF x Users* | $17.55 |
| Sewer Capital Imprv x CAF x Users* | $30.25 |
| Sewer Admin - per account | $3.65 |
| Sewer Use | $3.00/1000 gal |
| Defensible Space Fee x Users* | $1.05 |

***Note: Single Family Residential CAF=1 Users=1**

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PLEASE KEEP THIS PORTION FOR YOUR RECORDS

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

| | |
|---|---|
| Service Address | 1210 Ski Way |
| Account Number | 01328700-01 |
| Due Date | 02/15/2018 |
| Amount Due | $380.67 |
| **Amount Enclosed** | |

***Please, No staples or paperclips***

Remit to:

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

Ivgid Ski
Admin
Incline Village, Nv 89451

013287000100003806 71

# EXHIBIT "D"

**Bill ID# 0238 00003562**
Last: Ivgid Ski

Snowflake Lodge

**IVGID Public Works** . 1220 Sweetwater . Incline Village NV 89451 . OFFICE HOURS: M-F 8 AM to 4:30 PM
24 HR P: (775) 832-1203 . F: (775) 832-1260 . EMAIL: PW@IVGID.ORG . WWW.IVGIDPUBLICWORKS.ORG

# DRINK TAHOE TAP®

## WATER CHARGES

| | |
|---|---|
| Water Base | $11.23 |
| Water Capital Improvement | $14.80 |
| Water Admin Fee | $3.76 |
| Water Use | $21.64 |

— CAF 1
3/4" water meter

## SEWER CHARGES

| | |
|---|---|
| Sewer Base | $18.30 |
| Sewer Capital Improvement | $30.70 |
| Sewer Admin Fee | $3.76 |
| Sewer Use | $44.72 |

## DEFENSIBLE SPACE

| | |
|---|---|
| Defensible Space Fee | $1.05 |

## MISCELLANEOUS CHARGES

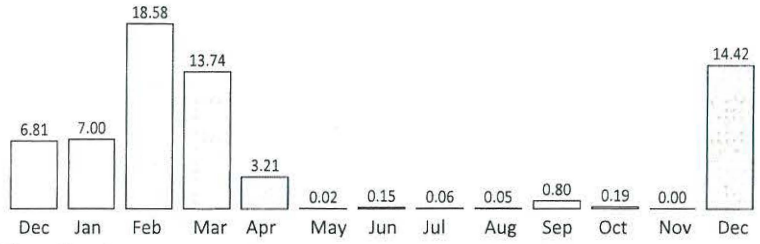
| | |
|---|---|
| Backflow Fees | $134.00 |

## ACCOUNT SUMMARY

| | |
|---|---|
| Previous Balance | $83.60 |
| Payments | ($83.60) |
| Total Current Charges | $283.96 |
| ***Total Amount Due*** | ***$283.96*** |

Payment Due Upon Presentation

Consumption in Thousands of Gallons




| Meter # | Start Date | End Date | Previous Read | Current Read | Consumption |
|---|---|---|---|---|---|
| 71210008 | 11/30/2018 | 01/03/2019 | 700506 | 714932 | 14426 |

The IVGID Public Works office will be closed Jan 21 and Feb 18. In case of water or sewer emergency please call (775) 832-1203, 24 hours a day 7 days a week.

| Service Address | Account Number | Billing Start Date | Billing End Date |
|---|---|---|---|
| 1210 Ski Way | 01329000-01 | 01/19/2019 | 02/18/2019 |

**Rate Table**

| | |
|---|---|
| Water Base x CAF x Users* | $11.23 |
| Water Capital Imprv x CAF x Users* | $14.80 |
| Water Admin - per account | $3.76 |
| Water Use | $1.50/1000 gal |
| Excess Water Tier 1 > 20K x CAF x Users* | $0.93/1000 gal |
| Excess Water Tier 2 > 60K X CAF x Users* | $1.30/1000 gal |
| Sewer Base x CAF x Users* | $18.30 |
| Sewer Capital Imprv x CAF x Users* | $30.70 |
| Sewer Admin - per account | $3.76 |
| Sewer Use | $3.10/1000 gal |
| Defensible Space Fee x Users* | $1.05 |

***Note: Single Family Residential CAF=1 Users=1**

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IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

| | |
|---|---|
| Service Address | 1210 Ski Way |
| Account Number | 01329000-01 |
| Due Date | 02/15/2019 |
| Amount Due | $283.96 |
| **Amount Enclosed** | |

***Please, No staples or paperclips***

Remit to:

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

Ivgid Ski
Snowflake Lodge
Incline Village, Nv 89451

0132900001000028396 1 383

EXHIBIT "E"

**Bill ID# 0238 00003562**
Last: Ivgid Ski

DP Snowmaking

**IVGID Public Works** . 1220 Sweetwater . Incline Village NV 89451 . OFFICE HOURS: M-F 8 AM to 4:30 PM
24 HR P: (775) 832-1203 . F: (775) 832-1260 . EMAIL: PW@IVGID.ORG . WWW.IVGIDPUBLICWORKS.ORG

# DRINK TAHOE TAP®

CAF 76.67
10" water meter

## WATER CHARGES

| | |
|---|---|
| Water Base | $860.78 |
| Water Capital Improvement | $1,134.42 |
| Water Admin Fee | $3.76 |
| Water Use | $46,401.30 |

## DEFENSIBLE SPACE

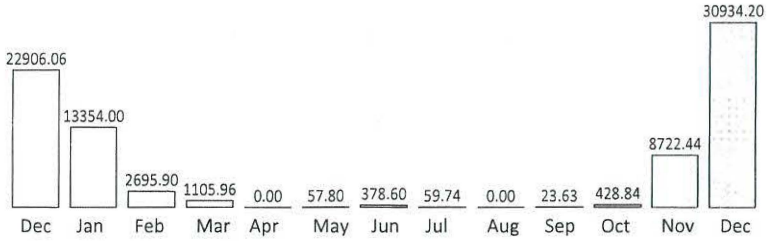
| | |
|---|---|
| Defensible Space Fee | $1.05 |

## ACCOUNT SUMMARY

| | |
|---|---|
| Previous Balance | $15,083.67 |
| Payments | ($15,083.67) |
| Total Current Charges | $48,401.31 |
| ***Total Amount Due*** | ***$48,401.31*** |

Payment Due Upon Presentation

Consumption in Thousands of Gallons




| Meter # | Start Date | End Date | Previous Read | Current Read | Consumption |
|---|---|---|---|---|---|
| 1588690 | 11/30/2018 | 01/02/2019 | 243485448 | 274419648 | 30934200 |

The IVGID Public Works office will be closed Jan 21 and Feb 18. In case of water or sewer emergency please call (775) 832-1203, 24 hours a day 7 days a week.

| Service Address | Account Number | Billing Start Date | Billing End Date |
|---|---|---|---|
| 1210 Ski Way (PSRI) | 01328900-01 | 01/19/2019 | 02/18/2019 |

**Rate Table**

| | |
|---|---|
| Water Base x CAF x Users* | $11.23 |
| Water Capital Imprv x CAF x Users* | $14.80 |
| Water Admin - per account | $3.76 |
| Water Use | $1.50/1000 gal |
| Excess Water Tier 1 > 20K x CAF x Users* | $0.93/1000 gal |
| Excess Water Tier 2 > 60K X CAF x Users* | $1.30/1000 gal |
| Sewer Base x CAF x Users* | $18.30 |
| Sewer Capital Imprv x CAF x Users* | $30.70 |
| Sewer Admin - per account | $3.76 |
| Sewer Use | $3.10/1000 gal |
| Defensible Space Fee x Users* | $1.05 |

***Note: Single Family Residential CAF=1 Users=1**

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IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

| | |
|---|---|
| Service Address | 1210 Ski Way (PSRI) |
| Account Number | 01328900-01 |
| Due Date | 02/15/2019 |
| Amount Due | $48,401.31 |
| **Amount Enclosed** | |

***Please, No staples or paperclips***

Remit to:

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

Ivgid Ski
Snowmaking
Incline Village, Nv 89451

013289000100484013 13

# EXHIBIT "F"

**Bill ID# 0238 00003512**
Last: Ivgid Chateau

**IVGID Public Works** . 1220 Sweetwater . Incline Village NV 89451 . OFFICE HOURS: M-F 8 AM to 4:30 PM
24 HR P: (775) 832-1203 . F: (775) 832-1260 . EMAIL: PW@IVGID.ORG . WWW.IVGIDPUBLICWORKS.ORG

# DRINK TAHOE TAP

## WATER CHARGES

| | |
|---|---|
| Water Base | $56.76 |
| Water Capital Improvement | $77.13 |
| Water Admin Fee | $3.65 |
| Water Use | $29.00 |

— CAF 5.33
2" water meter

## SEWER CHARGES

| | |
|---|---|
| Sewer Base | $93.54 |
| Sewer Capital Improvement | $161.23 |
| Sewer Admin Fee | $3.65 |
| Sewer Use | $60.00 |

## DEFENSIBLE SPACE

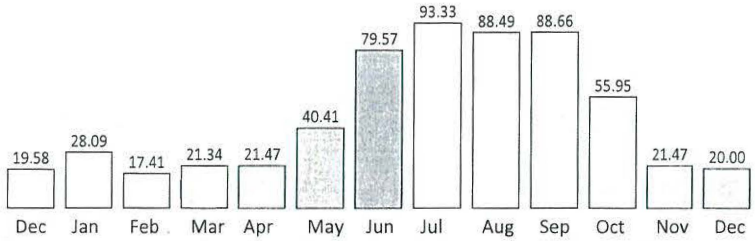
| | |
|---|---|
| Defensible Space Fee | $1.05 |

## ACCOUNT SUMMARY

| | |
|---|---|
| Previous Balance | $492.55 |
| Payments | ($492.55) |
| Total Current Charges | $486.01 |
| ***Total Amount Due*** | ***$486.01*** |

Payment Due Upon Presentation

Consumption in Thousands of Gallons




| Meter # | Start Date | End Date | Previous Read | Current Read | Consumption |
|---|---|---|---|---|---|
| 71206288 | 12/01/2017 | 01/02/2018 | 5174490 | 5194490 | 20000 |

The IVGID Public Works office will be closed for the following holiday: Feb 19th. In case of water or sewer emergency please call (775) 832-1203, 24 hours a day 7 days a week.

| Service Address | Account Number | Billing Start Date | Billing End Date |
|---|---|---|---|
| 955 Fairway | 01337000-01 | 01/19/2018 | 02/18/2018 |

**Rate Table**

| | |
|---|---|
| Water Base x CAF x Users* | $10.65 |
| Water Capital Imprv x CAF x Users* | $14.47 |
| Water Admin - per account | $3.65 |
| Water Use | $1.45/1000 gal |
| Excess Water Tier 1 > 20K x CAF x Users* | $0.95/1000 gal |
| Excess Water Tier 2 > 60K X CAF x Users* | $1.26/1000 gal |
| Sewer Base x CAF x Users* | $17.55 |
| Sewer Capital Imprv x CAF x Users* | $30.25 |
| Sewer Admin - per account | $3.65 |
| Sewer Use | $3.00/1000 gal |
| Defensible Space Fee x Users* | $1.05 |

***Note: Single Family Residential CAF=1 Users=1**

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PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

| | |
|---|---|
| Service Address | 955 Fairway |
| Account Number | 01337000-01 |
| Due Date | 02/15/2018 |
| Amount Due | $486.01 |
| **Amount Enclosed** | |

***Please, No staples or paperclips***

Remit to:

IVGID Public Works
1220 Sweetwater Rd
Incline Village NV 89451-9214

Ivgid Chateau

01337000010000486013

EXHIBIT "G"

# Records Request - All Expenses That Go Into the Administrative Services Reflected in the Proposed $4.15 Monthly "Customer Account Fee" Proposed by Mr. Pomroy

**From:** s4s@ix.netcom.com
**To:** "Susan_Herron@ivgid.org"
**Subject:** Records Request - All Expenses That Go Into the Administrative Services Reflected in the Proposed $4.15 Monthly "Customer Account Fee" Proposed by Mr. Pomroy
**Date:** Feb 26, 2020 2:14 PM

Hello Ms. Herron -

Another records request.

Mr. Pomroy is proposing water and sewer service increases which in part, are reflected by $4.15 monthly "customer account fees."

I would therefore like to examine Mr. Pomroy's line item administrative expense records which translate into the need for $4.15/month water customer account fees and $4.15/month sewer customer account fees.

Thank you for your cooperation. Aaron Katz

IVGID Board of Trustees Meeting 02/25/2020
Public Comment by Steve Dolan

**Thank you**
**Howard Beckerman** thanks for assisting in the pre-spawn stream clean up by lending equipment to get some difficult submerged junk from the stream. It took two old geezers, ropes, pry-bar, and saws to dislodge a sunken folding plastic chair from Incline Creek.

**Steven Philips** thanks for returning the advisory signs to the mouths of Incline and 3rd Creeks at Ski Beach. These signs inform the public to stay out of the streams March through June because of the spawning Rainbow Trout.

DOG OWNERS, please remind each other, both at Ski Beach and at Village Green, the spawn has begun.

Rainbow return from the lake, starting in March, peeking in April and May through June. Reminder: the eggs need 60 to 90 days to hatch, and dislodging them from a single redd (nest), could abort thousands of eggs. July the Red-sided Silvers spawn from the lake; then the Brown Trout, and lastly the Kokanee, all with similar egg hatching cycles. Thus the reason to have a permanent dog park away from Village Green.

**Public Comment** for actionable items on the agenda:
NRS 241.020
Section 3
subsection (II)
" After each item on the agenda on which action may be taken is discussed by the public body [board of trustees], but before the public body [Board of Trustees] takes action on the item."

February 26, 2020 IVGID BOT Meeting Public Comments
By: Margaret Martini – to be included in the Minutes of the Meeting

After more than 5 years of Mr. Pinkerton's mismanagement and reckless spending as well as Trustee Wong's failure to provide competent and responsible Board leadership, it is a pleasure to have Mr. Winquest in charge of our District's operations and Mr. Callicrate as our new Board Chair. We all recognize and appreciate both Tim and Indra's personal and professional commitment to our community and understand that the challenging road ahead will also be littered with the consequences of past Board and Staff mistakes. So, I believe I speak for many in our community in expressing my hopes for a new era of operational and financial accountability and transparency, professional stewardship and open and responsive communication.

Unfortunately, tonight's Board packet has dashed my expectations. First, the Minutes for the January 29th and the February 12th meetings are absent. These were important meetings that provided Board direction to Staff as well as commitments by our interim GM. To prepare for the items on this agenda required everyone to watch those meetings again on Livestream. I strongly recommend that the previous Meeting Minutes always be available at the next meeting. Secondly, in order for our citizens to weigh in and this Board to make informed decisions, we must be given consistent, clear and trustworthy information. General Business Items 1-3 do not meet that standard.

The third is a Utility Rate Study that does not comply with Board Policies and Practices. The first two are sole source contracts that defy our Board's directive to have the entire Effluent Export Project managed by an independent Project Management Firm. These sole source contracts for the Pond Liner and the replacement of 5,000+ linear feet of pipeline are under Mr. Pomroy's supervision. The descriptions use so many inconsistent terms, one could say they were designed to confuse the reader. And they did.

The fees for these design contracts are also unjustified and contradict our lobbyist's statement that all costs incurred prior to a Partnership Agreement with the US Army Corps of Engineers would not be reimbursed. To date, there is no Partnership Agreement. Please vote no and engage an independent professional to oversee one of the largest and most vital projects this District will ever undertake. We can't afford to continue without a complete understanding of the scope of work, timeline, cost and funding for this project. Past information that the project would cost $23 million and would be close to completion by now has proven to be dangerously inaccurate. We are now told it is $38 million and may or may not be concluded until 2031. We can't afford any more errors in judgment and mismanagement. We just can't!

IN THE SUPREME COURT OF THE STATE OF NEVADA

AARON L. KATZ,
Appellant,
vs.
INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT, A GENERAL IMPROVEMENT DISTRICT,
Respondent.

No. 71493

FILED

MAR 04 2020

ELIZABETH A. BROWN
CLERK OF SUPREME COURT
BY S. Young
DEPUTY CLERK

*ORDER DENYING EN BANC RECONSIDERATION*

Having considered the petition on file herein, we have concluded that en banc reconsideration is not warranted. NRAP 40A. Accordingly, we

ORDER the petition DENIED.

_____, C.J.
Pickering

_____, J.
Gibbons

_____, J.
Hardesty

_____, J.
Parraguirre

_____, J.
Stiglich

_____, J.
Cadish

_____, J.
Silver

cc: Hon. Egan K. Walker, District Judge
Richard F. Cornell
Erickson Thorpe & Swainston, Ltd.
Washoe District Court Clerk



20-08613

| DATE | DAY OF THE WEEK | TIME | LOCATION | TYPE OF MEETING - 2020 | COMPLETED MEMORANDUMS WITH ALL BACK UP MATERIALS FOR AGENDA ITEMS FROM BOARD MEMBERS DUE DATES | ITEMS SLATED FOR CONSIDERATION |
|---|---|---|---|---|---|---|
| 03/25 | Wednesday | 6 p.m. | Boardroom | Regular Board Meeting | 03/13/2020 | Review of 2020/2021 Capital Improvement Proposed Budget and Funding<br>Contract Award for Ski Rental Equipment (Consent Calendar)<br>No Smoking Resolution<br>Board of Trustees Handbook<br>Guest Access Ticket |
| 04/14 | Tuesday | 6 p.m. | Chateau | Regular Board Meeting | 04/03/2020 | Consider and approve "tentative" budget filing and preliminary Rec Roll (must happen before 04/15)<br>Utility Rates (Ordinances 2 and 4) Public Hearing and Approval of Revised Ordinances |
| 05/06 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 04/24/2020 | Water Reservoir Safety Construction Contract Award |
| 05/27 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 05/15/2020 | Public Hearing on final proposed Rec Roll and 2020/2021 Fiscal Year Budget* |
| 06/10 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 05/29/2020 | |
| 06/24 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 06/12/2020 | |
| 07/08 | Wednesday | 6 p.m. | Chateau – CONFLICT | Regular Board Meeting | 06/26/2020 | 7/15 or 7/22 are available at the Chateau |
| 07/29 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 07/17/2020 | Review and approve District Indebtedness Report including the Five Year Capital Improvement Project Summary and State Forms<br>Arc Flash Project |
| 08/12 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 07/31/2020 | |
| 08/26 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 08/14/2020 | |
| 09/09 | Wednesday | 6 p.m. | Chateau - CONFLICT | Regular Board Meeting | 08/28/2020 | 09/23 is available at the Chateau |
| 09/30 | Wednesday | 6 p.m. | Chateau - CONFLICT | Regular Board Meeting | 09/18/2020 | 09/23 is available at the Chateau |
| 10/14 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 10/02/2020 | |
| 10/28 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 10/16/2020 | |
| 11/11 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 10/30/2020 | |
| 11/25 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 11/13/2020 | Typically cancelled |
| 12/09 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 11/27/2020 | |
| 12/30 | Wednesday | 6 p.m. | Chateau | Regular Board Meeting | 12/18/2020 | Typically cancelled |

| DATE | DAY OF THE WEEK | TIME | LOCATION | TYPE OF MEETING - 2021 | COMPLETED MEMORANDUMS WITH ALL BACK UP MATERIALS FOR AGENDA ITEMS FROM BOARD MEMBERS DUE DATES | ITEMS SLATED FOR CONSIDERATION |
|---|---|---|---|---|---|---|
| 01/13 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 01/27 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 02/10 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 02/24 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 03/10 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 03/24 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 04/14 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 04/28 | Wednesday | 6 p.m. | | Regular Board Meeting | | |
| 05/12 | Wednesday | 6 p.m. | | Regular Board Meeting | | |

| *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* |
|---|
| RFID Picture Passes – Item for next Strategic Plan or three years from now – software not available nor is infrastructure/hardware |
| TRPA EIS Contract at Diamond Peak |
| WCSD Joint Agreement |
| Split Ordinance (allow 45 days ahead of action) |

*Budget approval is required after the third Monday however whatever date is selected, a 10-day notice must be given. Must accomplished no later than June 1, 2020.