

**MEMORANDUM**

**TO:** Board of Trustees

**FROM:** Bobby Magee, District General Manager

**SUBJECT:** District General Manager's Monthly Status Report - May 2024.

**DATE:** June 12, 2024

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**District General Manager Verbal Update**

**Venue Status Reports**

Venue status reports are attached for May 2024.

**Public Records Log**

Public Records Log for Any Prior unfulfilled Requests and January 11, 2023 through June 6, 2024, is attached to this report.

**III. ATTACHMENTS**

May 2024 Venue Status Reports  
Public Records Request Log

**M E M O R A N D U M**

**TO:** Bobby Magee  
General Manager

**FROM:** Adam Cripps  
Assistant Director of Finance

**SUBJECT:** Status Report for May 2024 – Finance/Accounting

**DATE:** June 12, 2024

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**Finance and Accounting**

FY2024-25 Budget: Staff worked on the preparation of the Fiscal Year 2024-25 Budget for Board review and approval.

The Finance team, working with Human Resources to fill the following vacancies: Purchasing and Contracts Manager and Payroll Generalist. Sr. Accountant vacancy will filled.

## **MEMORANDUM**

**TO:** Bobby McGee  
General Manager IVGID District

**FROM:** Timothy Sands  
General Manager of Golf Operations

**SUBJECT:** Status Report for May 2024 – Golf Operations

**DATE:** June 5<sup>th</sup>, 2024

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### **Golf Operations Update - (May 2024)**

- \$612,632 revenue generated from golf fees, merchandise, and food/beverage
- Outstanding weather for the entire month and impeccable golf course conditions has created high volume of play
- New Grill menu has been a success but still under review
- Both courses are staffed but awaiting more summer time team members
- Creating operational goals from the upcoming 2024/25 season
- Training of new staff has been successful. Creating better customer service
- Golf Shops merchandise purchasing and display creation has driving higher sales from previous years

## **MEMORANDUM**

**TO:** Bobby Magee  
District General Manager

**FROM:** Kate Nelson  
Interim Director of Public Works

**SUBJECT:** Public Works May 2024 Monthly Report

**DATE:** June 4, 2024

***Project Award:***

The Effluent Pipeline GMP1 Project CMAR Granite Construction was awarded the 2023 AGC Pinnacle Award for Contractors Excellence in the category for General Engineering Contractors in the Public Sector under \$10M. The project was up against 5 other projects in the Northern Nevada area and was selected based on the successful delivery of the contract while working in a constrained location with high safety and environmental sensitivities.

***Special Projects:***

Public Works is working on developing the Lead Service Line Inventory as required by NDEP/EPA Lead and Copper Rule. PW is currently asking all homeowners to fill out the survey found using the following link. There is also a video and information to help guide the homeowner on how to find their water service line pipe material type.

Use this link for more information, view an informational video, and to get to the survey:

[Public Works Lead & Copper Rule Survey | Incline Village General Improvement District - IVGID - Incline Village, Crystal Bay, Lake Tahoe \(yourtahoepace.com\)](#)

***Engineering Summary of Projects:***

Note the Engineering Department only has 2 full time employees to manage all FY23/24 Capital Improvement and Capital Expense Projects (Effluent Pipeline & Storage Tank PM remains with HK) – as a result projects have been evaluated for priority and schedules have been adjusted - Senior Engineer position is currently being advertised

- Capital Investment Committee – Snowflake Lodge Needs Assessment Update/Owner's Programing, Carry Forward Project and YR 1 of 5 YR CIP review
- Hold for Funding/Permitting/Contract – Bike Park
- RFP/RFQ –
- Planning – Boat Ramp Evaluation, Fire Hydrant Replacement, Ski Way Pavement Rehabilitation, DP /Grease Interceptor/Fuel Tank/Upper Parking Lot Pavement, Rec Center HVAC Evaluation
- Design – Burnt Cedar Emergency Fuel Tank Replacement, DP Electrical Service Entrance, Christmas Tree Village Fire Hydrant Crossing, Ponderosa Waterline Replacement, Incline Beach House, Skate Park Enhancement
- Bidding – WRRF Roof
- Construction – Reservoir Coating R5-3A R5-3B (early summer 2024), Meter Register & Transponder Installation (meters on order), Snowmaking/Pump Station Improvements, SPS #1, Effluent Storage Tank, Effluent Export Pipeline, Alder Ave Waterline Replacement, Mountain Golf Roof (Cart Barn & Clubhouse), SPS#5 Wetwell & Manhole Coating, Tyner Pavement Reinstatement
- Construction Complete – Effluent Export Pipeline (GMP 1), Utility Adjustment in NDOT ROW, Mountain Golf Cart Path Phase II and Phase III, Pavement Maintenance (Spring)

**Water/Wastewater Treatment:**

- Water Production – Total 82.501 MG, Daily Avg 2.661 MGD, Daily Max 3.757 MGD
- Wastewater Processed - 26.470 MGD, 0.854 MGD Daily Avg., 0.970 MGD Daily Max
- Total Call Outs – 39

**Pipeline:**

- Water Leak Repairs – 4 (2 main, 2 service line)
- Effluent Export Pipeline Repair - 1
- Fire Hydrant Repair - 9
- After Hour Service Calls – 9 (73 hrs OT)
- Meters Tested = 10
- 141 Meters transponders changed out
- Hydroflush sewer lines = 14,550 feet

**Compliance:**

- Backflow tests – 372
- Plan Checking – 45

**Waste Not:**

- Staff participated in the Incline Elementary Science Day/Sierra Watershed Education Partnership Family Night
- Staff participated in Tahoe Truckee Earth Day Events
- Staff participated in Tahoe-Truckee River Watershed Snapshot Day
- HHW Collection began on May 28th

**Fleet:**

- Preventative Maintenance Hours – 412
- Corrective Maintenance Hours – 443
- CIP Projects Hours – 6

**Laboratory:**

- Staff is working with treatment staff to assist in sampling and testing of the change in 3 basin process treatment
  - Microbiological activity in the aeration basins has decreased by 75-80%
  - BOD concentration tripled in 2 weeks
  - Increase in TSS
  - Increased ammonia in effluent greater than influent – suggests anaerobic digestion occurring
- Potable Water Testing
  - System Samples Taken – 15
    - Total Coliform (#CFU/100mL) – 0
    - Avg. Total Res CL2 (mg/L) – 0.93
- Wastewater Testing
  - Bacteriological Samples (Spoooner Pump Station) – 4
  - Monthly Avg. Total Res CL2 (Spoooner Pump Station) – 2.27 mg/L
  - Total Monthly TSS Analysis – 4
  - Total Monthly BOD Analysis – 5
  - Total Phosphorus Analysis - 1

**Major Capital Improvement Project Status**

- Effluent Pipeline Replacement Project GMP 2
  - Crews are installing pipe and performing rock breaking activities Sunday night through Friday mid-day
- Effluent Storage Tank Project
  - Access road construction underway
  - Underground piping being installed

- Tank pad grading underway
- Incline Beach House
  - Progress Meetings ongoing
  - Amendments to contracts to Board for approval (5/12)
- Skate Park Enhancement
  - Progress Meetings ongoing
  - Site design underway
- Alder Avenue Water Main Replacement
  - Preconstruction meeting held
  - Mid-June construction to begin

Public Records Request Log

Thursday, June 6, 2024

Due Today:	0
Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
23-106			✓ Monday, November 13, 2023	Gumz, Joy	2) Attendance / timekeeping records for all employees for the calendar year 2022	Extended		Human Resources
24-013		In Progress	✓ Thursday, January 11, 2024	Homan, Mick	Please provide all emails, texts and/or other documentation sent to/received by Sara Schmitz, Matthew Dent, IVGID Human Resources, and/or other IVGID Staff or legal counsel regarding public forums, the recall petition, and/or IVGID beaches from June 15, 2023 to August 1, 2023. Please provide all emails, texts, and/or other documentation sent to/received by Sara Schmitz, Matthew Dent, Human Resources and/or IVGID Staff or legal counsel regarding the issuance of picture passes to residential parcels owned by any legal entity other than an individual or couple from May 1, 2023 to June 30, 2023	2/15/2024		General Governance
24-028	10 Minutes	Complete	✓ Thursday, February 1, 2024	McKowen, Patricia	Human Resources Cliff Dobler File which is now public Record.	2/8/2024		Human Resources
24-029	Not Recorded	Complete	✓ Friday, April 12, 7737	Schmitz, Sara	Account Creation - Request	2/14/2024		General Governance
24-030	2 Hours	Complete	✓ Monday, February 19, 2024	Miller, Judith	Please provide a list (pdf) Showing the job title, job class (e.g. FTYR, PTYR, etc), grade and FTE's for each of the budgeted positions listed for 2023-2024 on pp.549-553 of the 5/25/23 Board Packet. I already have the table of salary levels, but never received the list containing the position title, class, grade and FTE's (like the one that had been provided in previous years) that I originally requested in July of 2023 and again in February 2024. The list in last year's packet only contained the job title and FTE's.	3/11/2024		Human Resources
24-031	1.5 Hours	Complete	✓ Tuesday, February 20, 2024	Miller, Judith	IVGID's website states "The Senior Transportation Program is a collaborative effort provided by IVGID Senior Programs, Washoe County, NDOT and RTC." Please provide records evidencing any and all financial contributions from Washoe County, NDOT and RTC specifically for IVGID's Senior Transportation Program since July 1, 2022 to the present.	3/11/2024		Parks, Rec. & Beaches and Finance Department
24-032	30 Minutes	Complete	✓ Saturday, February 24, 2024	Wells, Kristie	<p>Please provide the Consulting Agreement and Compensation Plan for Interim Director of Finance, Bobby Magee.</p> <p>I understand IDF Magee, based on his own words, was referred to IVGID by someone at Baker Tilley. Baker Tilley was then paid a \$10,000 "finders fee." I have not seen anything else related to IDF Magee being hired, or any documents that state what his current compensation is as a consultant to IVGID. This has been asked, twice, by Aaron Katz, and I do not believe this request has been fulfilled.</p> <p>Please provide a copy of the agreement between IVGID and IDF Magee that fully outlines his role, responsibilities, and the compensation he receives in exchange for the work provided to the District. I would expect there to be a clear term of engagement, an exact amount of compensation that was agreed to, and any additional benefits that were to be provided.</p> <p>Please provide copies of the invoices that have been submitted by IDF Magee or any firm or person representing him seeking payment from IVGID, including those that pertain to general compensation as well as any expense reimbursement that has been requested since he started working with the District.</p>	3/4/2024		Human Resources

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Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-033	1 hour 30Min	Complete	✓ Saturday, February 24, 2024	Wells, Kristie	<p>Please provide the exact total that will be paid to Maupin Cox &amp; LeGoy for the investigation they conducted on an employee (reference engagement letters dating November 17, 2023, and December 18, 2023, that were posted in the PRR 24-2).</p> <p>I would like to know the exact amount billed and what is owed for the completion of this investigation.</p> <p>I would also like to know how many investigations have been requested by the BoT since June 2020.</p>	3/11/2024		Accounting/ Finance
24-034	45 Minutes	Complete	✓ Thursday, February 22, 2024	Katz, Aaron	<p>Erin Feore shared with me that there's an electronic form for an employee to request vacation time. And there's the same for his/her supervisor to approve. And that's what I want to examine. Tim Kelly's requests/approval by his superior(s) approvals for vacation time/sick leave since July 1, 2022. And most specifically for last week and this week (Week ending on 02-17-2024). And if I haven't asked precisely for the records to examine which will result in what I want to examine, then you have a duty to help me frame my request accordingly. So hopefully my request is sufficient, but if it isn't... Sick days as well.</p> <p>I want to see documents evidencing all of Tim's vacation days and sick days since July 1, 2022</p>	2/29/2024		Human Resources
24-035	45 Minutes	Complete	✓ Tuesday, March 5, 2024	Craig, Morley	<p>I write to request access to and a copy of service contract for IVGID Household Hazardous waste and electronic waste collection and disposal services (along with vendor submittals to the proposal request) that covers your household hazardous waste service. If you do not have a current contract, please provide copies of invoices related to household hazardous waste service. Time frame requested is from current to previous 2 years. I, I will expect your response with five (5) business days. See Nev. Rev. Stat. Sec. 239.0107.</p> <p>Thank you for your assistance.</p>	3/12/2024		Public Works
24-036	45 Minutes	Complete	✓ Tuesday, March 5, 2024	Yadav, Kaja;	<p>I write to request access to and a copy of service contract for IVGID Household Hazardous waste and electronic waste collection and disposal services (along with vendor submittals to the proposal request) that covers your household hazardous waste service. If you do not have a current contract, please provide copies of invoices related to household hazardous waste service. Time frame requested is from current to previous 2 years. If your agency does not maintain these public records, please let me know who does and include the proper custodian's name and address.</p> <p>As provided by the open records law, I will expect your response with five (5) business days. See Nev. Rev. Stat. Sec. 239.0107</p>	3/12/2024		Public Works
24-037	1 Hour		✓ Friday, March 8, 2024	Wells, Kristie	<p>I would like to receive all emails sent to anyone by Trustee Sara Schmitz that contain the following words or phrases: Director of Parks and Recreation; Director of Administrative Services; Shelia Leijon; Susan Herron</p> <p>The time period would be from June 1, 2023 to present day, March 9, 2024.</p>	Partial/ in process		Clerk
24-038	10 Minutes	Complete	✓ Monday, March 11, 2024	McKowen, Patricia	<p>I am requesting a copy of Chris Nolet's resignation letter as the Chair of the Audit Committee.</p>	3/15/2024		Human Resources
24-039	15 Minutes	Complete	✓ Monday, March 11, 2024	Kern, Rick	<p>How can I get an update on the status of the IVGID bank reconciliations? I don't want to ambush anyone at the meeting, but I'd like to know if we are now reconciled through February 2024, and if not, thru what month are we reconciled, and the amounts of any outages/discrepancies.</p>	4/1/2024		Accounting/ Finance



Public Records Request Log

Thursday, June 6, 2024

Due Today:	0
Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-040	3 Hours	Complete	✓ Tuesday, March 12, 2024	Terry, Erron	Any and all emails from or to Shelia Leijon regarding IVCBA for the last 12 months.	4/29/2024		General Governance
24-041	4 Hours 30 Minutes		✓ Thursday, March 14, 2024	Kahrs, Linda	I am making this PRR request for all emails to/from any employee or Trustee of the District from either Aaron Katz and/or Frank Wright for the period of 10/2023 to 03/2024 and I will accept these emails in batches by month i.e. October, November, December, etc. Thank you.	Partial/ in process		General Governance
24-042			✓ Friday, March 22, 2024	Wells, Kristie	I would like to know who, specifically, crafted the questions in the "Good Government" survey that was recently released: <a href="https://www.flashvote.com/ivgid-nv/surveys/good-government-03-24">https://www.flashvote.com/ivgid-nv/surveys/good-government-03-24</a> Please provide all emails about developing this specific survey between any IVGID Board of Trustee, Kevin Lyons, or anyone associated with the FlashVote service. Specifically, which Trustees were involved in developing this survey, what questions did they submit for inclusion, and who approved the final version?	4/30/2024		General Governance
24-043	10 Minutes	Complete	✓ Tuesday, April 2, 2024	Dobler, Cliff	Please provide for my examination all documents delivered to the Nevada Department of Taxation regarding the IGVID June 30, 2023 financial statements which were determined by the Board of Trustees on March 28, 2023.	4/9/2024		Accounting/ Finance
24-044	0	Complete	✓ Tuesday, April 2, 2024	Dobler, Cliff	Please complete the public records request recently made. Please provide the transmittal letter to the Department of Taxation which was part of the 6-30-2023 financial statement documents submitted by IVGID which were approved by the Board of Trustees on March 28, 2024. The transmittal letter was not included in my previous public records request.	4/9/2024		Accounting/ Finance
24-045	0	Complete	✓ Tuesday, April 2, 2024	Dobler, Cliff	Please provide for my examination the Management Representation Letter submitted by IVGID management to Davis Farr, LLP regarding the fiscal June 30, 2023 financial statements	4/9/2024		Accounting/ Finance
24-046	4 Hours	Complete	✓ Thursday, April 4, 2024	Gumz, Joy	Please provide by email or the Nextrequest portal a copy of IVGID's AUDITORS' REPORT from fiscal year 1978 through fiscal year 1984: 1978, 1979, 1980, 1981, 1982, 1983, 1984. This AUDITORS REPORT included the audited financial statements and the Auditors' opinion, and is a permanent record per Nevada laws and regulations.	4/11/2024		Accounting/ Finance
24-047	1.5 Hours	Complete	✓ Sunday, April 7, 2024	Steinburg, Paul	any and all requests by anyone for any records concerning Paul Steinberg in any department or facility	4/30/2024		General Governance
24-048	30 Minutes	In progress	✓ Sunday, April 7, 2024	Steinburg, Paul	any and all inquiries, record request or action in which my name is included by and IVGID trustee or member of the IVGID staff including responses to such requests	4/30/2024		General Governance
24-049	15 Minutes	Complete	✓ Sunday, April 7, 2024	Dobler, Cliff	The letter from DAVIS FARR to IVGID is not what I asked for. I want the letter to DAVIS FARR from IVGID. the letter for several years is called; Management's representation letter to auditor. could I please obtain information which I requested	4/15/2024		Accounting/ Finance
24-050	30 Minutes	Complete	✓ Monday, April 8, 2024	Dobler, Cliff	Please provide for my examination the spreadsheets provided by Ms Nelson at the April 4, 2023 Investment Committee regarding carryover projects from fiscal 2024 to 2025. These spreadsheets were not part of the committee packet just posted up on zoom. In the future if supplemental items are presented at a meeting then would be appropriate to have them on the agenda. This would save time on requesting documents.	4/15/2024		Public Works

Public Records Request Log

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Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-051	15 Minutes	Complete	✓ Tuesday, April 16, 2024	Dobler, Cliff	Please provide for my examination the spreadsheet regarding estimated engineering man hours required to conduct capital projects for fiscal year 2025. This spreadsheet was posted on the zoom meeting of April 4, 2024 and can be found as item E.2 and located at 28:00 minutes. It is inappropriate to exclude items provided to the Committee but not in the packets. These items should be posted as backup to the meeting even if received after the packet is released to the public. This has been done in the past. Please post the item.	4/16/2024		Public Works
24-052	5 Minutes	Complete	✓ Thursday, April 18, 2024	Steinburg, Paul	Any and all records of insurance policies that cover the Incline Village Tennis & Pickleball Center. Is this policy separate or included with insurance of other sports and recreational facilities in Incline Village?	0425/2024		General Governance
24-053			✓ Thursday, April 18, 2024	Steinburg, Paul	Who are the multiple sources that Trustee Schmitz refers to in her email to former GM Bandelin on January 2, 2024. In that email, she states that "I have been told my multiple sources that he stated he was GIVEN passes by Shelia."	4/25/2024		General Governance
24-054	5 Minutes	Complete	04/2382024	Wells, Kristie	Please provide a copy of the tentative 2024/2025 budget that I believe was filed with the State of Nevada on April 15, 2024.	4/30/2024		Accounting/ Finance
24-055	0	Complete	✓ Wednesday, April 24, 2024	Dobler, Cliff	Please provide for my examination the IVGID Tentative Budget for fiscal year beginning July 1, 2024 to June 30, 2025. This document was sent to the Department of Taxation by IVGID employee Adam Cripps on or about April 15, 2024 and should be available.	5/2/2024		Accounting/ Finance
24-056	0	Complete	✓ Monday, April 29, 2024	Katz, Aaron	Monday morning, April 29, 2024, at 10 A.M., I want to examine and receive copies of: 1. The District's tentative 2024-25 budget submitted by staff to the Dep't of Taxation ("NDOT"); 2. All District letters accompanying the tentative budget referenced in paragraph 1 above evidencing in part, the date and time when that tentative budget was submitted to the NDOT; 3. The District's BOT agenda seeking approval of the tentative budget referenced in paragraph 1 above; 4. The resolution adopted by the District's BOT approving the tentative budget referenced in paragraph 1 above; 5. Notice of the time and place of a public hearing on the tentative budget referenced in paragraph 1 above which was supposed to have been prepared and disseminated at the same time the District submitted that tentative budget to the NDOT. Please confirm to me ahead of time that said public records will in fact be available for my examination on the date and at the time referenced above. Let me remind you that NRS 239.010(1) instructs that "all public books and public records of a governmental entity must be open at all times during office hours to inspection by any person, and may be fully copied...from those public books and public records." That's why I intend to examine and receive the above-copies on the date and at the time referenced. Thank you for your cooperation. Aaron Katz	5/6/2024		Accounting/ Finance
24-057	0	No records Responsive to this Request	✓ Monday, April 29, 2024	Katz, Aaron	Application for certificate of excellence in financial reporting submitted to the GFOA for the District's 2023 ACFR; The District's payment of the fee for the application reference above; Invoicing from the GFOA for the application referenced above; Any certificate of excellence issued by the GFOA to the District insofar as its 2023 ACFR is concerned.	5/6/2024		Accounting/ Finance

Public Records Request Log

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Due Today:	0
Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-058	15 Minutes	Complete	✓ Monday, April 29, 2024	Katz, Aaron	Rather than forcing me to do a PRA request, can you please provide the following: 1. Job description Ass't Director of Finance; 2. Pay grade number for Ass't Director of Finance; 3. Current pay grade summary which depicts compensation ranges for each District pay grade; 4. Current base payment amount for current Ass't Director of Finance; 5. Job description Golf General Manager; 6. Pay grade number for Golf General Manager; 7. Current base payment amount for current Golf General Manager. If you/your colleagues are going to force me to make formal public record request for the above, please consider this e-mail that request.	5/6/2024		Human Resources
24-059	No time Recorded	Withdrawn	✓ Tuesday, April 30, 2024	Ericson, Grace	Record Drawings for all improvements within the project limits as depicted on the enclosed map. Wood Rodgers, Inc. is under contract to the TTD to produce plans, specifications, and contract documents for the Project. Please provide us with your feedback on how the Project may impact your existing or planned future facilities. Any conflicting facilities within the project limits will require prior rights investigation and coordination to determine responsible party for relocation.	5/7/2024		Public Works
24-060	15 Minutes	Complete	✓ Wednesday, May 1, 2024	Kelly, Deirdre	Seeking a copy the 3/21/2001 legal document that is available to the public titled, "District Beaches-Restrictive Deed Covenant"--Factual Review. Thank you in advance,	5/8/2024		
24-061	No Time Recorded	Complete	✓ Sunday, May 5, 2024	Dawson, Bryan	I hope all is well! I'm Bryan Dawson from Uncovered Media. I am writing to request all incident reports from June 2023 that involve any of the following charges, under the Freedom of Information Act:  RA/Resist (Resisting/Resisting Arrest), BAT/Battery, Asslt/Assl/Assault Fleeing/AF (Aggravated Fleeing), Impers PO/IO (Impersonating an Officer), FTS/FSO (Failure to Stop for an Officer)  For the filtered search, reports with any of the charges listed above would work. These records will not be used for commercial purposes. Although there may be numerous reports, please forward all the files. Once you have the reports, kindly send them to this email address: b.dawsonn98@gmail.com. Additionally, if there is a portal or form I need to complete, I would appreciate it if you could direct me accordingly. Thank you for your assistance, and I look forward to your reply.	5/13/2024		General Governance
24-062			✓ Monday, May 6, 2024	Dobler, Cliff	Please provide for my examination the annual report titled Summary of CIP Activity by Project for the fiscal year ending 6/30/2023 This report has been produced and is the detail backup for the Capital Assets section of the 2023 ACFR I would appreciate a prompt response.	5/13/2024		Accounting/ Finance
24-063			✓ Monday, May 6, 2024	Katz, Aaron	The 2023 ACFR mentions a \$585,843 obligation due from the internal services to the general fund. I would like to examine writings evidencing that obligation including the term, interest rate, and persons who approved this obligation. Additionally, I would like to examine board resolutions expressly approving this obligation.	5/13/2024		Accounting/ Finance

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Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-064		✓	Monday, May 6, 2024	McKowen, Patricia	I would like any and all documents including emails and other records regarding these Incline residents that may include emails from Mike Bandelin, Bobby McGee and any and all Trustees. Seeking to uncover any investigations into these residents. Kristie Wells, Linda Kahrs, Trish McKowen, Mary Kleingartner, Bill Kahrs, Carolyn Usinger, Tim Callicrate, Sandra Richards, Kaye Schackelford, Kevin McKowen,	5/13/2024		General Governance
24-065	15 Minutes	Complete	✓	Tuesday, May 7, 2024	Dobler, Cliff	Please provide for my examination the following Popular CIP Status Report for the following dates: September 30, 2023; December 31, 2023; March 31, 2024. To assist you in your search. The 9-30-2022 report was provided to the Board of Trustees on 11-9-2022. The 12-31-2022 report was provided to the Board of Trustees on February 22, 2023. The 3-31-2023 report was provided to the Board of Trustees on March 31, 2023. If the reports have not been completed so state.	5/15/2024	Accounting/ Finance
24-066	10 Minutes	Complete	✓	Wednesday, May 8, 2024	Wells, Kristie	I would like a copy of the Rubin Brown agreement for the work being done on the forensic due diligence audit. I looked through previous requests and there was one made, but the agreement had not been signed yet, so the agreement "did not exist" then. I also did not see this agreement provided in the board packet for the May 8th meeting even though there is an Amendment being requested.	5/15/2024	General Governance
24-067		Complete	✓	Friday, May 10, 2024		Building permits, as-built plans, inspection records/sign offs and certificates of occupancy for the 2021 remodel of 618 Woodridge Circle	5/17/2024	General Governance
24-068	No time Recorded	Complete	✓	Monday, May 13, 2024	Katz, Aaron	Documents in Support of Proposed Water and Sewer Rate Increases The notice of public hearing in yesterday's TDT Newspaper states that the subject documents above are available for inspection at the District's admin offices. Are those docs in electronic format? If so, can you please provide me with copies as an attachment to an e-mail? If not available in electronic format, please advise as I otherwise intend to physically examine them at the District's admin offices at 10 A.M. on Monday, May 13, 2024.	5/20/2024	Public Works
24-069		✓	Friday, May 10, 2024	Wells, Kristie	I recently requested a copy of the Rubin Brown agreement. Item 11 in Exhibit A references Ruben Brown reviewing up to seven (7) specific complaints that have been filed. I would like to know who, exactly, filed those complaints, when they were filed, and what those complaints were about, specifically. I assume these were done via email and I would rather not have to ask staff to burn hours pulling all these for the public record. As you are in the thick of this project, I expect that you can provide that to me quickly, and easily	5/20/2024	General Governance	
24-070	10 Minutes	Complete	✓	Monday, May 13, 2024	Katz, Aaron	Preliminary Report Prepared by the IVGID Board in Support of Proposed Rec and Beach Facility Fees and Resolution of Adopted Along With Notice of Public Hearing Therefore The notice of public hearing in yesterday's TDT Newspaper states that the subject documents above (report and resolution adopting the same) are available for inspection at the District's admin offices. Are those docs in electronic format? If so, can you please provide me with copies as attachments to an e-mail of transmission? If not available in electronic format, please advise as I intend to physically examine them at the District's admin offices at 10 A.M. on Monday, May 13, 2024.	5/20/2024	General Governance

Public Records Request Log

Thursday, June 6, 2024

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Overdue:	0

Log No.	Time Logged	Status	Date Requested	By Whom	Subject	Date Complete or Due by	District Cost	Assigned to
24-071	1 hour	Complete	Monday, May 13, 2024	Dobler, Cliff	Please provide for my examination any and all contracts and change orders with Sierra Nevada Construction (SNC) regarding the Mt. Golf Cart Path Restoration Phase II project. The original contract was awarded on May 10, 2023 for \$187,000 and subsequent change orders were required in September 2023 and in December, 2023 amounting to \$252,000. This data can be found on the 12-13-2023 memorandum from Hudson Klein to the Board of Trustees.	6/3/2024		Public Works
24-072			Saturday, May 25, 2024	Katz, Aaron	I am making a public records request for records which evidence every expenditure on project #4378BD2202 (Skateboard Park Project) to date. I want to know when the expenditure was incurred, what it was for, how much was paid and when, and who approved payment. That's why I am sending a copy of this e-mail to our GM and Board Clerk Heidi White.	6/4/2024		Accounting/ Finance, & PW
24-073			Sunday, May 26, 2024	Katz, Aaron	The Dep't of Taxation was supposed to have issued us a certificate of compliance or non-compliance for the tentative budget Mr. Cripps submitted on April 17, 2024. Three days before our May 29, 2024 public hearing date. I would like to examine the same. Tuesday morning if possible given the public hearing is set for May 29, 2024. Remember NRS 239.010(1) instructs that "all public books and public records of a governmental entity must be open at all times during office hours to inspection by any person."	6/4/2024		Accounting/ Finance
24-074			Wednesday, June 5, 2024	Dobler, Cliff	Please provide for my examination the budget form 4404LGF for fiscal year 2024 - 2025 which was filed with the Department of Taxation on or about June 1, 2024	6/12/2024		Accounting/ Finance