

MEMORANDUM

TO: Board of Trustees

FROM: Karen M. Crocker
Interim District General Manager

SUBJECT: Review, Discuss and Accept a Donation in the Amount Not to Exceed \$2,000.00 from Incline Tahoe Foundation for the Purchase of Candy for the District's Trail of Treats and Terror event to be held on October 24, 2024.

DATE: October 9, 2024

I. RECOMMENDATION

It is recommended that the Board accept a donation in the amount not to exceed \$2,000.00 from Incline Tahoe Foundation for the purchase of candy for the District's Trail of Treats and Terror event to be held on October 24, 2024.

II. BACKGROUND

The Incline Village General Improvement District (IVGID) has been collaborating with community partners and businesses since 2001 to conduct the Trail of Treats and Terror event. This has been a very popular Incline Village tradition providing our Incline Village/Crystal Bay community a safe and fun Halloween event.

The Interim District General Manager had a conversation with the President of the Incline Tahoe Foundation to discuss them participating in the District's Trail of Treats and Terror event to be held on October 24, 2024. This is one of the largest event of the year for the Parks and Recreation Department and we welcome community partners' participation. Staff asked for, and Incline Tahoe Foundation approved, up to \$2,000 for the purchase of candy. Staff will do the purchasing, IVGID will pay the bills and then those receipts will be submitted to Incline Tahoe Foundation for reimbursement. Incline Tahoe Foundation will not take an administrative fee for this donation as it is pass through from community members and donation acknowledgements will be accomplished for all donations by Incline Tahoe Foundation.

III. FINANCIAL IMPACT AND BUDGET

If approved and accepted, the money from the donation will allow staff to purchase the candy without incurring expenses from IVGID's budget.

IV. ALTERNATIVES

1. Decline the donation and spend District money for the purchase of the candy.
2. Decline the donation and do not purchase the candy.

One District – One Team