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# NOTICE OF MEETING

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Revision 1

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

Public comment is allowed and the public is welcome to make their public comment either via e-mail (please send your comments to [info@ivgid.org](mailto:info@ivgid.org) by 4:00 p.m. on February 9, 2022) or via telephone (the telephone number will be posted to our website on the day of the meeting). The meeting will be available for viewing at <https://livestream.com/accounts/3411104>.

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

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A. PLEDGE OF ALLEGIANCE\*

B. ROLL CALL OF TRUSTEES\*

C. INITIAL PUBLIC COMMENTS\* - *Unless otherwise determined, the time limit shall be three (3) minutes for each person wishing to make a public comment. Unless otherwise permitted by the Chair, no person shall be allowed to speak more than once on any single agenda item. Not to include comments on General Business items with scheduled public comment. The Board of Trustees may address matters brought up during public comment at the conclusion of the comment period but may not deliberate on any non-agendized item.*

D. APPROVAL OF AGENDA (*for possible action*)

*The Board of Trustees may make a motion for a flexible agenda which is defined as taking items on the agenda out of order; combining agenda items with other agenda items; removing items from the agenda; moving agenda items to an agenda of another meeting, or voting on items in a block.*

**-OR-**

*The Board of Trustees may make a motion to accept and follow the agenda as submitted/posted.*

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

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

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

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

H. CONSENT CALENDAR (*for possible action*)

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

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## Incline Village General Improvement District

*Incline Village General Improvement District is a fiscally responsible community partner which provides superior utility services and community oriented recreation programs and facilities with passion for the quality of life and our environment while investing in the Tahoe basin.*

893 Southwood Boulevard, Incline Village, Nevada 89451 • (775) 832-1100 • FAX (775) 832-1122

[www.yourtahoeplace.com](http://www.yourtahoeplace.com)

# NOTICE OF MEETING

Revision 1

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

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

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

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

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

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

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

**I. GENERAL BUSINESS (for possible action)**

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

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

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

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

# NOTICE OF MEETING

Revision 1

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

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

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

*Recommendation for Action:* No action required.

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

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

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

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

J. MEETING MINUTES (for possible action)

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

K. FINAL PUBLIC COMMENTS\* - Limited to a maximum of three (3) minutes in duration.

L. ADJOURNMENT (*for possible action*)

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## CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before Friday, February 4, 2022 at 9:00 a.m., a copy of this agenda (IVGID Board of Trustees Session of February 9, 2022) was delivered to the post office addressed to the people who have requested to receive copies of IVGID's agendas; copies were e-mailed to those people who have requested; and a copy was posted, physically or electronically, at the following locations in accordance with Assembly Bill 253:

1. IVGID Anne Vorderbruggen Building (893 Southwood Boulevard, Incline Village, Nevada; Administrative Offices)
2. IVGID's website ([www.yourtahoepalace.com/Board of Trustees/Meetings and Agendas](http://www.yourtahoepalace.com/Board of Trustees/Meetings and Agendas))
3. State of Nevada public noticing website (<https://notice.nv.gov/>)

/s/ Susan A. Herron, CMC

Susan A. Herron, CMC

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

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

**Notes:** Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent Calendar section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Those items followed by an asterisk (\*) are items on the agenda upon which the Board of Trustees will take no action. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to call IVGID at 832-1100 at least 24 hours prior to the meeting. **IVGID'S agenda packets are available at IVGID's website, [www.yourtahoepalace.com](http://www.yourtahoepalace.com); go to "Board Meetings and Agendas".**

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winqest  
District General Manager

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

**DATE:** February 2, 2022

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### General Manager & Board of Trustees Priority Projects & Tasks

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

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

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

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

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

**Diamond Peak Ski Resort Update**

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

**Key Project Updates**

*For more information on current district capital projects.*

Webpage Link:

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

**Risk and Resilience Assessments and Emergency Response Plan**

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

**Burnt Cedar Swimming Pool Improvements – 3970BD2601**

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

CORE Construction Contract Status:

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

Effluent Pipeline Project – 2524SS2010

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

Effluent Pond Lining Project – 2599SS2010

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

Recreation Center Upstairs Lobby Restroom Remodel – 4484BD1902

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

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

**Financial Transparency**



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

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

Other significant projects currently underway include:

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

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

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

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

From January 6, 2022 to January 31, 2021

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

**Public Records Requests**

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

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



STATE OF NEVADA  
DEPARTMENT OF TAXATION

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Governor  
JAMES DEVOLLD  
Chair, Nevada Tax Commission  
MELANIE YOUNG  
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January 13, 2022

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

Re: Annual Audit Report – Fiscal Year 2021

Dear Mr. Navazio:

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

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

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

Sincerely,

Kellie Grahmann  
Budget Analyst  
Local Government Finance

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

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

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

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Indra Winquest  
District General Manager

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

James Youngblood  
Utilities Superintendent

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

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

**DATE:** January 26, 2022

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**I. RECOMMENDATION**

That the Board of Trustees makes a motion to:

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

**II. DISTRICT STRATEGIC PLAN**

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

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

### III. **BACKGROUND**

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

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

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

### IV. **BID RESULTS**

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

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

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

#### **V. FINANCIAL IMPACT AND BUDGET**

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

#### **VI. ALTERNATIVES**

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

#### **VII. BUSINESS IMPACT**

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

#### **Attachments**

- CIP Data Sheet
- Draft Contract for Merit Electric Company



## Project Summary

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

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



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

**SHORT FORM AGREEMENT**

Between

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

and

**MERIT ELECTRIC COMPANY**

for

**CONSTRUCTION SERVICES**

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

**ARTICLE 1 – PRELIMINARY MATTERS**

**1.1** Contractor shall perform the following tasks:

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

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

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

**ARTICLE 2 – CONTRACT DOCUMENTS: INTENT, AMENDING, REFUSE**

**2.1** This Agreement consists of the following Contract Documents:

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

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

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

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

### ARTICLE 3 – INSURANCE REQUIREMENTS

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

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

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

#### **ARTICLE 4 – CONTRACTOR’S RESPONSIBILITIES**

##### **4.1 Equal Employment and Non-Discrimination**

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

##### **4.2 Licenses**

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

##### **4.3 Construction Dumpsters**

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

##### **4.4 Working Hours**

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

##### **4.5 Changes and Modifications**

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

#### **4.6 Contractor's General Warranty and Guarantee**

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

#### **4.7 Correction Period**

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

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

#### **4.8 Indemnification**

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

### **ARTICLE 5 – OWNER'S RESPONSIBILITIES**

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

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

## ARTICLE 6 – PAYMENT TO CONTRACTOR AND COMPLETION

### 6.1 Basis and Amount of Compensation for Basic Services

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

### 6.2 Payment Procedures

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

## ARTICLE 7 – DISPUTE RESOLUTION

### 7.1 Arbitration

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

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

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

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

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

## **ARTICLE 8 – MISCELLANEOUS**

### **8.1 Successors and Assigns**

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



## **8.2 Severability**

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

## **8.3 Waiver**

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

## **8.4 Extent of Agreement**

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

## **8.5 Controlling Law**

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

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

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

**CONTRACTOR:**  
**MERIT ELECTRIC COMPANY**  
**Agreed to:**

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

By: \_\_\_\_\_  
*Signature of Authorized Agent*

\_\_\_\_\_  
*Print or Type Name and Title*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Date*

**Reviewed as to Form:**

\_\_\_\_\_  
Joshua Nelson  
District General Counsel

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

\_\_\_\_\_  
*Date*

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

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

## **REQUEST FOR PROPOSALS**

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

#### **INTRODUCTION**

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

#### **SCHEDULE:**

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

#### **MANDATORY PRE-BID SITE WALK**

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

#### **DESCRIPTION OF WORK**

Work is generally described as:

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

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

## **SUBMITTAL**

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

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

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

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

## **INSURANCE AND LICENSING REQUIREMENTS**

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

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


BID FORM

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

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

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

Schedule: <u>Water Resource Recovery Facility Main Electrical Breaker</u>	
Total Bid, In Numbers:	\$ <u>50,117.<sup>00</sup></u>
Total Bid, In Words:	<u>FIFTY-THOUSAND AND ONE HUNDRED AND</u>
<u>SEVENTEEN AND <sup>00</sup>/<sub>100</sub> DOLLARS</u>	

Signature of Bidder:  Date: 01-19-2022

PRINT OR TYPE:

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

DISCLOSURE OF PRINCIPALS – OFFICERS, OWNERS, PARTNERS:

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

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winqest  
District General Manager

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

**DATE:** February 9, 2022

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### **I. BACKGROUND**

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

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

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

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Ray Tulloch  
Audit Committee Chair

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

**DATE:** February 9, 2022

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### **I. Background**

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

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

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

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

### **II Action**

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

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

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

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



## **Exhibit One**

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

#### **1 Background**

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

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

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

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

#### **2 Comments by and Concerns identified by the Audit Committee**

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

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

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

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

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<sup>1</sup> Independent Auditors Report @P2

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

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

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

### **3 Additional Discussion on Principal Concerns of the Audit Committee.**

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

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

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

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

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

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

### **3.2 Review of Capitalized Assets**

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

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

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

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

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

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

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

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

**Board Policy 9.1.0**

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

*and*

**Board Practice 2.9.0**

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

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

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

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

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

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

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

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

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

For example, the language in the contract for the General Manager, (the only employee directly engaged by the Board) the language is very specific on this<sup>2</sup>:

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

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

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

### **3.3 Inconsistency**

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

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<sup>2</sup> Extract from of IVGID General Manager Employment Agreement

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

Further supporting detail is provided in Appendix D



#### **4 Additional Recommendations**

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

#### **Conclusions**

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

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

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

**Respectfully,**

**IVGID Audit Committee**

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

Mathew Dent, IVGID Board Trustee and Vice Chair

Sara Schmitz, IVGID Board Trustee and Secretary

Clifford F. Dobler, At large Audit Committee Member

## Appendix A

### SUMMARY OF FIXED ASSET AUDIT ADJUSTMENTS

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

## Appendix B



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

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

#### 1.0 ACCOUNTING CONTROL

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

- 1.1 The capitalization threshold per item shall be:

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

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

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

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

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

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



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

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

**2.0 PHYSICAL CONTROL**

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

## Appendix C



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

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

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

## Appendix D

### Background

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

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

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

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

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

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

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

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

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

## Appendix E

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

#### Burnt Cedar Pool

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

#### Incline Beach Building

concept design and cost estimates - Bull Stockwell - 2016	216,131
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#### Total Beaches

**\$ 435,933**

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#### Mountain Golf Course

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

#### Tennis Center

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

#### Incline Ball Fields

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

#### Diamond Peak

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

#### Total Community Services

**\$ 735,673**

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#### GRAND TOTAL

**\$ 1,171,606**



## Appendix F

### Audit Committee Report to the Board of Trustees.

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

Supplement to item 3.2

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

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

There were 169 items listed

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

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

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

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

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

### **Conclusion**

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

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

### **Recommendation:**

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

## MEMORANDUM

**TO:** Board of Trustees  
Audit Committee

**THROUGH:** Indra Winqest  
District General Manager

**FROM:** Paul Navazio  
Director of Finance

Martin Williams  
Controller

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

**DATE:** February 9, 2021

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

Comments by and Concerns Identified by the Audit Committee:

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

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

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

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

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

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

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

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

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

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

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

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

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

#### Section 4 – Additional Recommendations

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

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

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

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

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

## MEMORANDUM

**TO:** Board of Trustees

**THROUGH:** Indra Winqest  
District General Manager

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

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

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

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

**DATE:** February 9, 2022

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### **I. RECOMMENDATION**

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

## II. BACKGROUND

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

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

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

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

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



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

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

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

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

### Residential Water Rate Comparison

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

### Residential Sewer Rate Comparison

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

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

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

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

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

**Five-Year Utility Revenue Increase Plan**

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

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

**Utility Reserve Funds**

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

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

### Schedule

The schedule for the proposed rate adoption is as follows:

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

### III. BID RESULTS

There are no bid results associated with this Memorandum.

### IV. FINANCIAL IMPACT AND BUDGET

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

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

### V. ALTERNATIVES

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

### VI. COMMENTS

There are no comments associate with this Memorandum.

**VII. STRATEGIC PLAN REFERENCE(S)**

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

**VIII. BUSINESS IMPACT**

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

**MEMORANDUM**

**TO:** Board of Trustees

**THROUGH:** Indra Winqest  
District General Manager

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

Kate Nelson, P.E.  
Engineering Manager

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

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

**DATE:** January 31, 2022

---

**I. RECOMMENDATION**

That the Board of Trustees provides feedback regarding:

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

**II. DISTRICT STRATEGIC PLAN**

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

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

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

### III. BACKGROUND

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

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



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

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

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

#### **IV. BID RESULTS**

Not applicable.

#### **V. FINANCIAL IMPACT AND BUDGET**

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

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

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

Project Contingencies and Allowances Remaining:

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



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

## VI. ALTERNATIVES

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

## VII. BUSINESS IMPACT

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

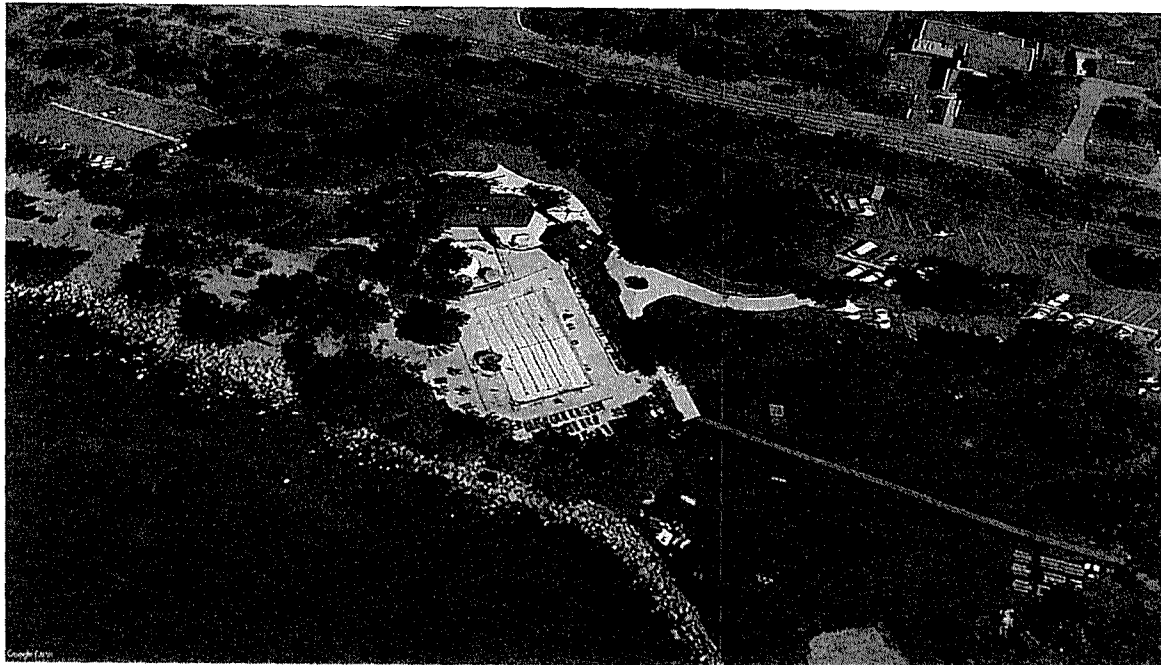
Attachment:

- Conformed Construction Plan Set

# BURNT CEDAR BEACH - POOL RECONSTRUCTION ISSUED FOR CONSTRUCTION

May 3, 2021

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



CLIENT:  
**INCLINE VILLAGE GENERAL IMPROVEMENT  
DISTRICT**

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

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

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## DESIGN TEAM

### ARCHITECT

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

### POOL DESIGNER

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

### CIVIL ENGINEER

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

### LANDSCAPE ARCHITECT

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

### STRUCTURAL ENGINEER

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

### MPE ENGINEER

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

PLEASE RECYCLE

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

Job No: 20 016.10

Owner  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

**ISSUED FOR  
CONSTRUCTION**  
May 3, 2021





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Cosygn, Ltd 2020

Consultant

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

Job No. 20.018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

ISSUED FOR CONSTRUCTION

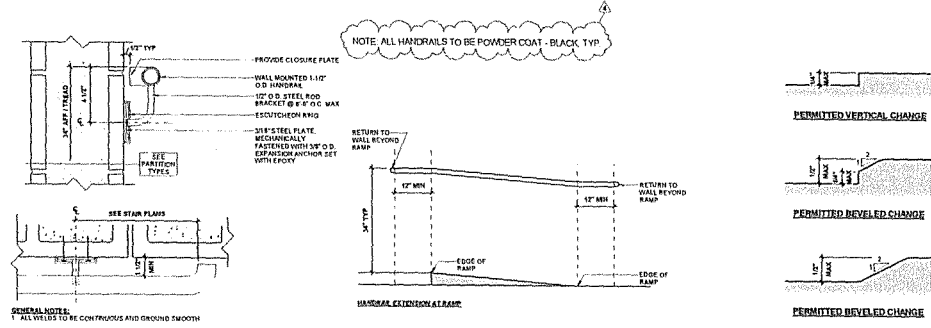
REV#	DATE	DESCRIPTION
1	5/21	ISSUED FOR CONSTRUCTION

Sheet Title

**GENERAL ACCESSIBILITY DETAILS**

Date: May 3, 2021  
Sheet No:

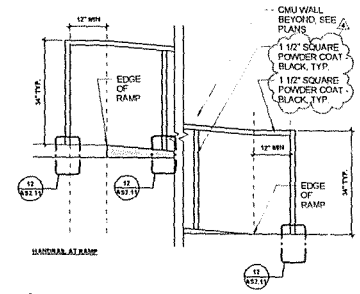
**G1.01**



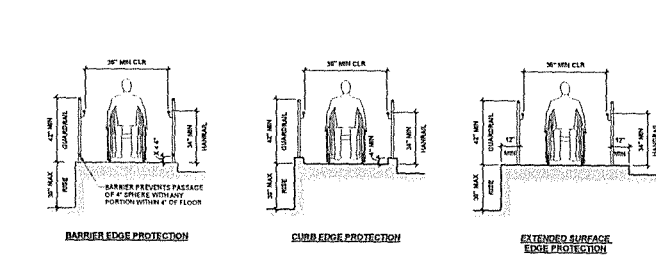
**12 WALL MOUNTED HANDRAIL - CMU WALL**  
SCALE: 3/4" = 1'-0"

**8 HANDRAIL EXTENSIONS**  
SCALE: 3/4" = 1'-0"

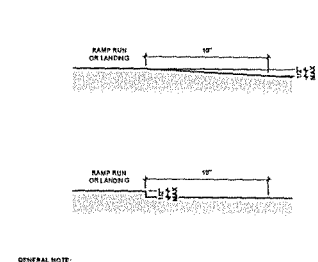
**4 CHANGES IN LEVEL**  
SCALE: 1/2" = 1'-0"



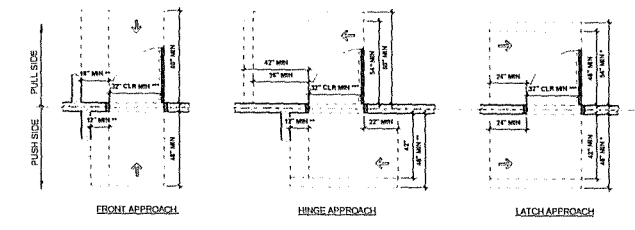
**5 HANDRAIL EXTENSIONS**  
SCALE: 3/4" = 1'-0"



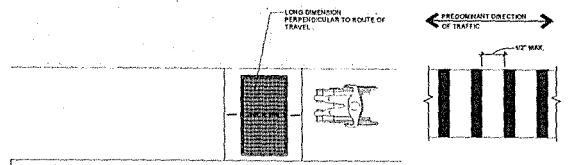
**11 RAMP EDGE PROTECTION**  
SCALE: 3/4" = 1'-0"



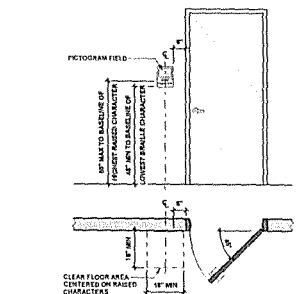
**3 RAMP EDGE PROTECTION EXCEPTION**  
SCALE: 3/4" = 1'-0"



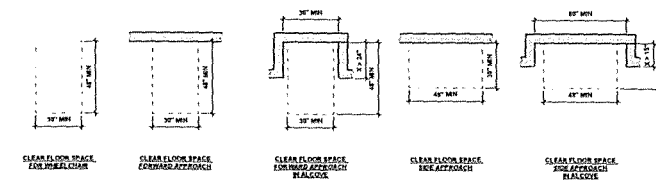
**18 MANEUVERING CLEARANCE AT DOORS**  
SCALE: 3/4" = 1'-0"



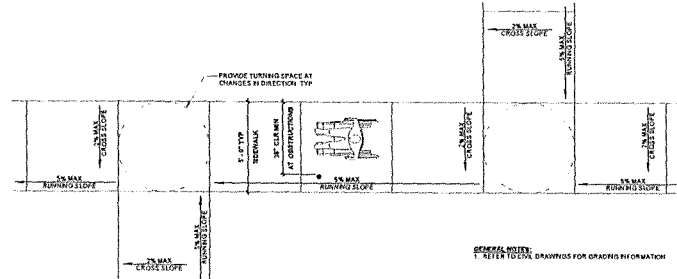
**10 ACCESSIBLE ROUTE ON SITE - GRATE SPACING**  
SCALE: 3/4" = 1'-0"



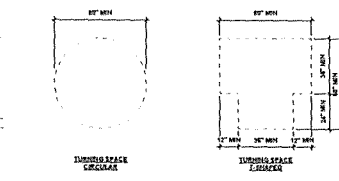
**2 LOCATION OF SIGNS AT DOORS**  
SCALE: 1/2" = 1'-0"



**17 WHEELCHAIR CLEAR FLOOR SPACE**  
SCALE: 3/4" = 1'-0"



**9 ACCESSIBLE ROUTE ON SITE**  
SCALE: 3/4" = 1'-0"



**1 WHEELCHAIR TURNING SPACE**  
SCALE: 3/4" = 1'-0"



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Contractor

PLEASE RECYCLE

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

Job No. 2018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

ISSUED FOR CONSTRUCTION

REV.	DATE	REVISION
1	3/20/21	Final Revision 1
2	3/30/21	Final Revision 2

Sheet Title  
**LIFE SAFETY PLAN**

Date: May 3, 2021  
 Sheet No.

**AE1.01**

**CODE ANALYSIS**

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

Pool Egress: Existing Provided = Max Occupancy based on min width = 1,260

West Gate (Existing) = 60' = 400 occ. (60' x 15)  
 East Gate (Existing) = 60' = 400 occ. (60' x 15)  
 Central Star (Existing) = 72' = 480 occ. (72' x 15)  
 USE: Exit Width provided = 1,920 = 1,260 Max Occupancy

Occupancy for Pool and Deck  
 Existing Equipment Choolout Occupancy = 1,000  
 Back of House = 1 per 300 s.f. gross = (434 300 = 2 occ)  
 Deck Occupancy = 1 per 15 s.f. gross = (3,281 15 = 509 occ)  
 Pool Occupancy = 1 per 50 s.f. gross = (757 3,900 50 = 94 occ)  
 Total Deck & Pool Occupancy: 652 (Back) + 94 (Pool) = 746 Total

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

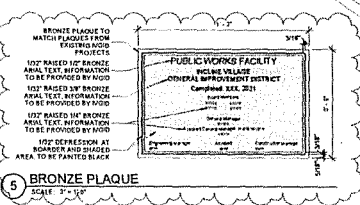
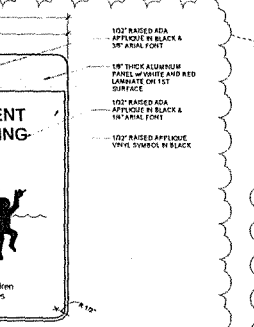
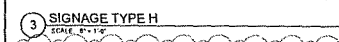
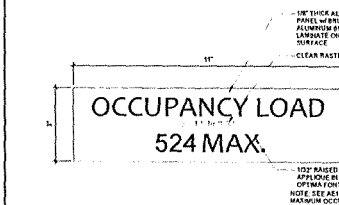
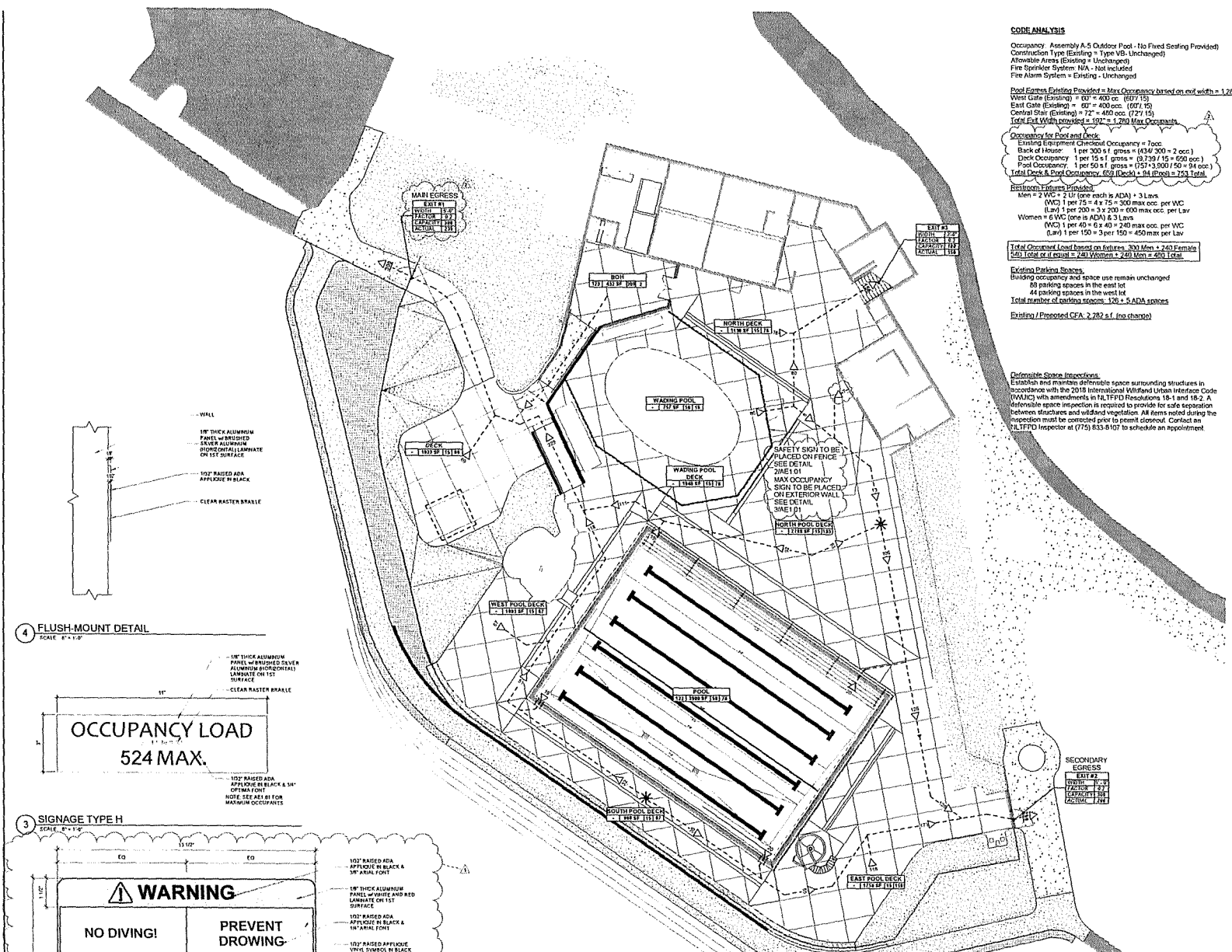
Total Occupant Load based on Existing: 293 Men + 243 Female  
 ADA Total of 15 equal = 241 Women + 249 Men = 490 Total

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

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

**Defensible Space Inspections**

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







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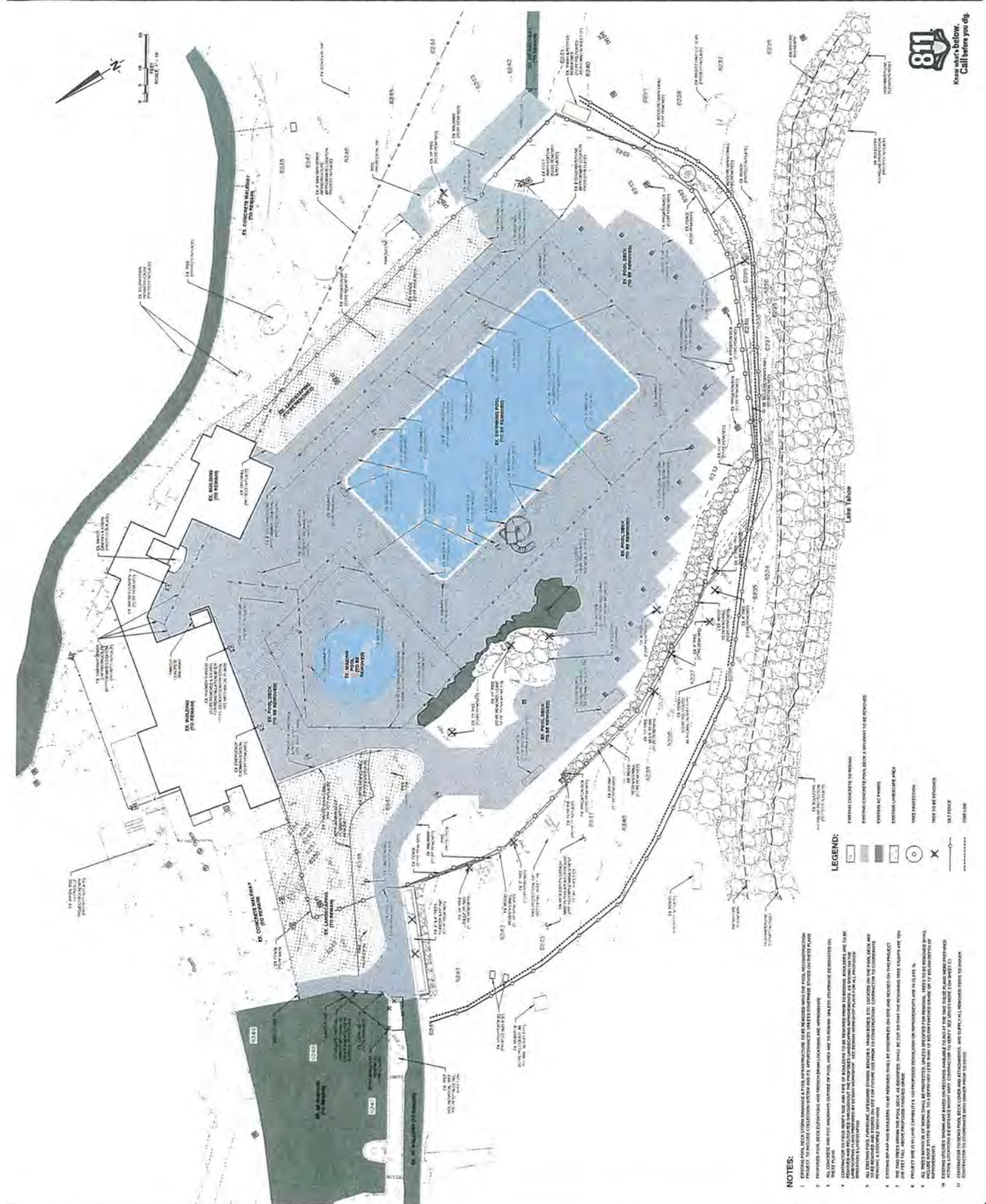
PLEASE RECYCLE  
**BURNT CEDAR  
 BEACH - POOL  
 RECONSTRUCTION**  
 685 Lakeshore Blvd,  
 Incline Village, NV  
 89451

Job No: 2018-10  
 Owner:  
**INCLINE VILLAGE  
 GENERAL  
 IMPROVEMENT  
 DISTRICT**

**ISSUED FOR  
 CONSTRUCTION**

REVISION	DATE
1	10/1/2018
2	10/1/2018
3	10/1/2018
4	10/1/2018
5	10/1/2018
6	10/1/2018
7	10/1/2018
8	10/1/2018
9	10/1/2018
10	10/1/2018

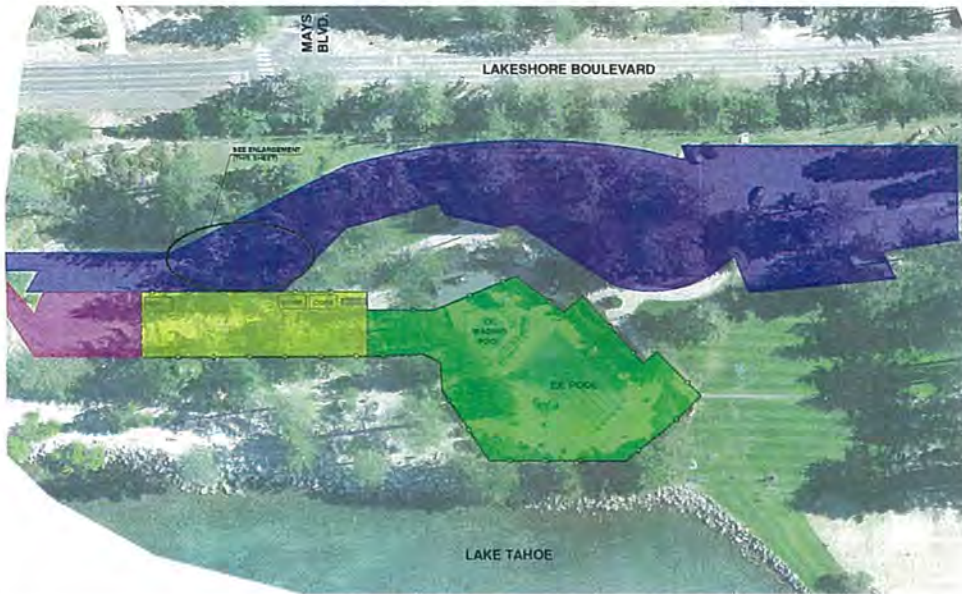
Sheet No:  
**Existing Site &  
 Demolition Plan**  
 Date: April 26, 2021  
 Scale: As Shown



- NOTES:**
1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.
  2. PROPOSED POOL, BEACH, AND LANDSCAPING SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.
  3. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.
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  18. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.
  19. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.
  20. CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF INCLINE VILLAGE SPECIFICATIONS AND THE CITY OF INCLINE VILLAGE DEVELOPMENT CODE.

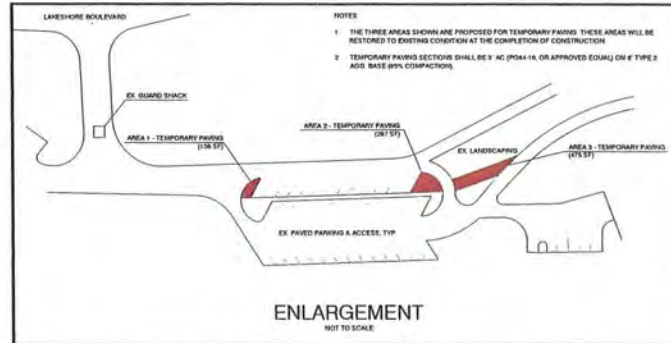


# CONSTRUCTION STAGING/ACCESS PLAN



- LEGEND:**
- PARKING/ACCESS/MATERIAL STORAGE AREA
  - CAMM FIELD OFFICE
  - DUMPSTER BIN
  - RECYCLE BIN
  - CONSTRUCTION VEHICLE ACCESS
  - PUBLIC VEHICLE ACCESS
  - PROJECT AREA
  - DATE
  - TEMPORARY CONSTRUCTION PERIMETER FENCINGS
  - RESTROOMS

**NOTE:**  
1. EXISTING PAVED AREAS OUTSIDE OF THE BACKSHORE BOUNDARY MAY BE USED AS STOCKPILE LOCATIONS. ALL STOCKPILE LOCATIONS SHALL BE PROTECTED USING THE STOCKPILE MANAGEMENT DETAIL LOCATED ON SHEET C6.



**tsk**  
314 South Water Street  
Suite 100  
Henderson, NV 89015  
phone: 702.456.3000  
fax: 702.498.6200  
www.tsk.com

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

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

# COVERAGE SUMMARY PLAN

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



**TERRAIN COVERAGE CALCULATIONS**  
MUSD BURNT CEDAR BEACH POOL REPLACEMENT PROJECT  
665 S. LAKESHORE BOULEVARD, INCLINE VILLAGE, NV  
Plan Area Statement (SQ. FEET) - 100,000.00  
Parcel Area: 424,214.44

LAND CAPABILITY	AREA ABOVE 10% (SQ. FT.)	ALLOWABLE COVERAGE	TOTAL ALLOWABLE (SQ. FT.)
CAPABILITY 4	40,238.00	20.00%	8,047.60
CAPABILITY 1B	28,918.00	1.00%	289.18
<b>TOTAL</b>	<b>69,156.00</b>		<b>8,336.78</b>

DESCRIPTION	QUANTITY (SQ. FT.)
<b>EXISTING COVERAGE - LAND CAPABILITY 4</b>	
CONCRETE SLAB	512.00
PAVING	29,907.00
WALKS	31,861.50
BUILDINGS	8,118.00
POOL DECK	8,808.50
<b>TOTAL</b>	<b>117,427.00</b>
UNDER / GIVEN COVERAGE - CLASS 4	3,568.00
OFF-SITE	90.00
<b>EXISTING COVERAGE - LAND CAPABILITY 1B</b>	
NO COVERAGE	0.00
<b>PROPOSED COVERAGE - LAND CAPABILITY 4</b>	
CONCRETE SLAB	512.00
PAVING	79,861.50
WALKS	22,274.25
BUILDINGS	8,118.00
POOL DECK	12,244.19
PERIMETER PATH	1,400.00
<b>TOTAL</b>	<b>114,350.94</b>
UNDER / GIVEN COVERAGE	2,847.54
OFF-SITE	90.00
<b>PROPOSED COVERAGE - LAND CAPABILITY 1B</b>	
NO COVERAGE	0.00
NET CHANGE IN COVERAGE	1,482.36
REMAINING AVAILABLE COVERAGE CLASS 1B & 1C	2,137.54

Note: Existing coverage from approved coverage calculations on March 18, 2016. MUSD Parcel Number: 000-100-010 (Effective on June 4, 2015)

**ISSUED FOR CONSTRUCTION**

REV	DATE	REVISIONS
A	3/20/21	ISSUE FOR CONSTRUCTION
B	4/30/21	ISSUE FOR CONSTRUCTION
C	5/20/21	ISSUE FOR CONSTRUCTION

Sheet Title  
**Construction Staging/ Access & Coverage Summary Plan**  
Date: April 30, 2021  
Sheet No.  
**C3**

**811**  
Know what's below.  
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**NOTES:**

1. IMAGERY & LINE WORK SHOWN ON THIS PAGE IS DIRECTLY FROM THE INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT 2016 BURNT CEDAR BEACH ADA PATHWAY PLAN SET APPROVED BY TRPA ON 8/28/16
2. FOR DETAILED AREAS OF REMOVED AND ADDED COVERAGE, PLEASE REFER TO THE CONSTRUCTION STAGING ACCESS & COVERAGE SUMMARY PLAN (SHEET C3)

**tsk**

314 South Weber Street,  
Suite 100  
Henderson, NV 89015  
phone: 702 455 3000  
fax: 702 898 6209  
www.tsk8.com



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

Job No: 20 018 10

Owner:  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

**ISSUED FOR  
CONSTRUCTION**

REV	DATE	DESCRIPTION
1	5/20/21	ADDENDUM 1
2	5/20/21	ADDENDUM 2
3	5/20/21	ADDENDUM 3
4	5/20/21	ADDENDUM 4

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

Date: April 30, 2021  
Sheet No:

**C4**



# tsk

314 South Water Street  
Suite 100  
Henderson, NV 89015  
Phone: 702.405.3300  
Fax: 702.898.6209  
www.tsk.com



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

Job No: 20 018 10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

**ISSUED FOR CONSTRUCTION**

REV	DATE	DESCRIPTION
A	04/20/10	ADDENDUM 1
A	04/20/10	ADDENDUM 2
A	04/20/10	ADDENDUM 3
A	04/20/10	ADDENDUM 4

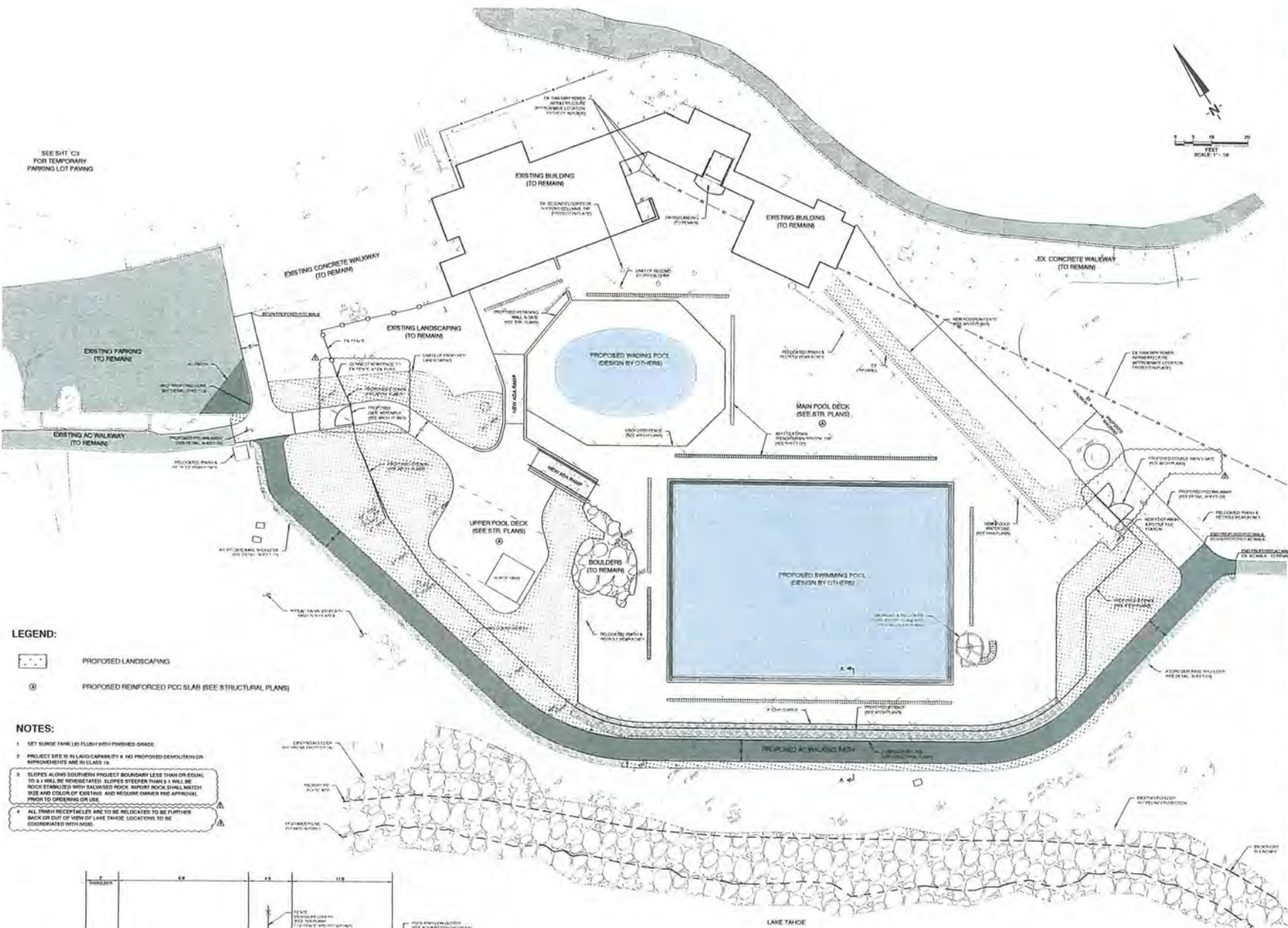
Sheet 10a  
**Proposed Project Site Plan**

Date: April 28, 2011

Sheet:



**C5**

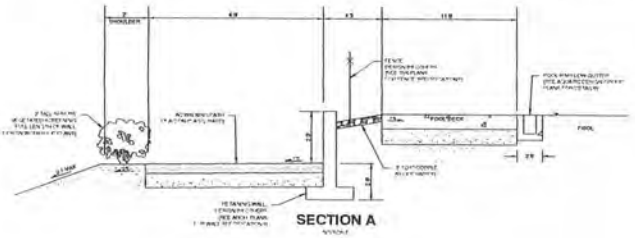


SEE SHEET C3 FOR TEMPORARY PARKING LOT PAVING



- LEGEND:**
- PROPOSED LANDSCAPING
  - PROPOSED REINFORCED PCC SLAB (SEE STRUCTURAL PLANS)

- NOTES:**
- SET SURGE TANK TO FLUSH WITH FINISHED GRADE.
  - PROJECT SITE IS IN LAND CAPABILITY 4. NO PROPOSED DEMOLITION OR IMPROVEMENTS ARE IN CLASS 1A.
  - SLOPES ALONG SOUTHERN PROJECT BOUNDARY LESS THAN OR EQUAL TO 3 WILL BE REVEGETATED. SLOPES STEEPER THAN 3 WILL BE ROCK STABILIZED WITH HALVED ROCK. ROCKS SHALL MATCH SIZE AND COLOR OF EXISTING. AND REQUIRE OWNER PRE-APPROVAL PRIOR TO CONSTRUCTION.
  - ALL TRASH RECEPTACLES ARE TO BE RELocATED TO BE FURTHER BACK OR OUT OF VIEW OF LAKE TAHOE. LOCATIONS TO BE COORDINATED WITH OIG.



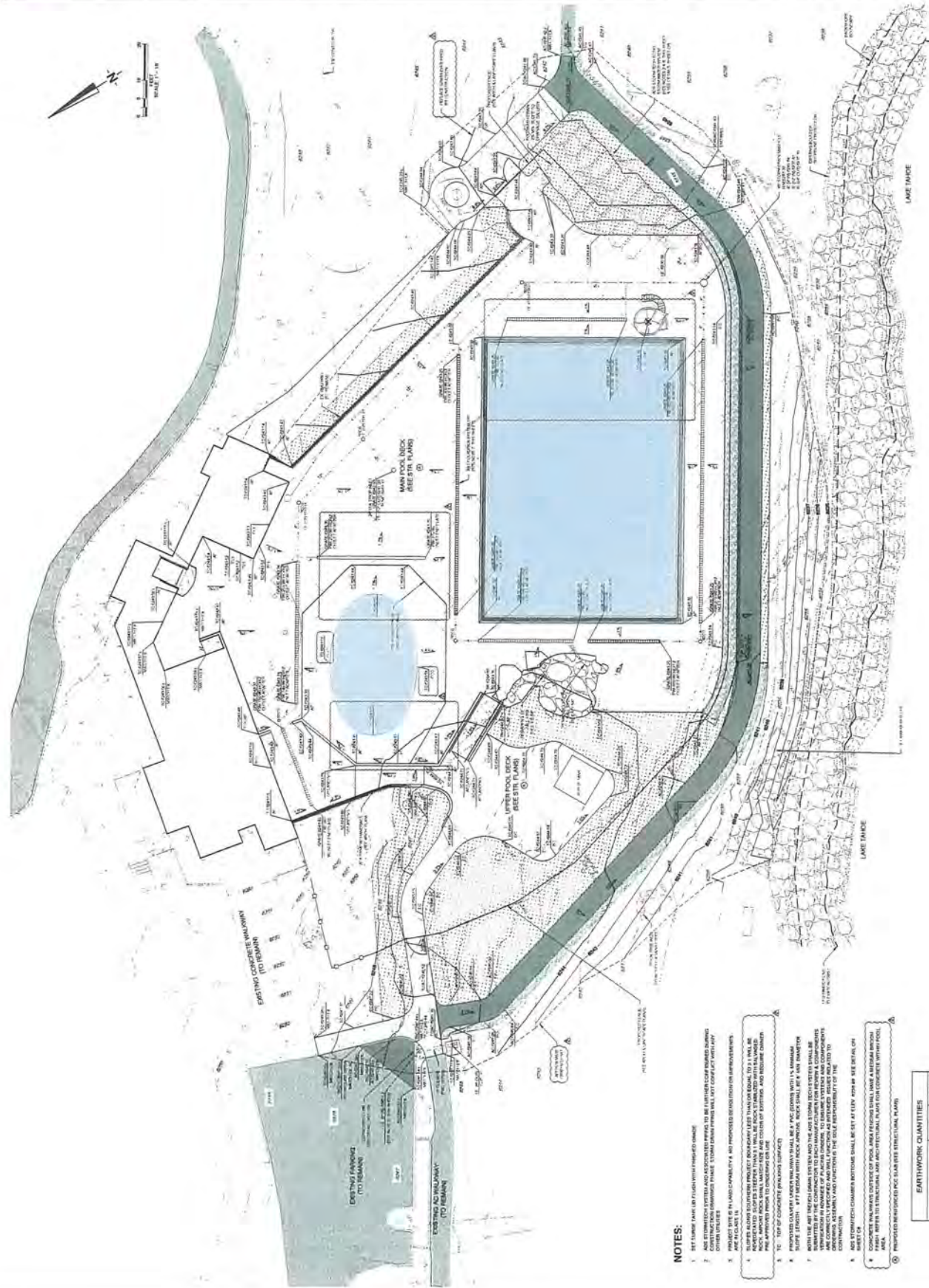


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**ISSUED FOR CONSTRUCTION**

NO.	DATE	DESCRIPTION OF REVISION
1	04/20/2011	ISSUED FOR CONSTRUCTION
2	05/10/2011	ISSUED FOR CONSTRUCTION
3	05/10/2011	ISSUED FOR CONSTRUCTION
4	05/10/2011	ISSUED FOR CONSTRUCTION

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- NOTES:**
1. SET CURB MARKS IN PLACE WITH PREPARED CURB.
  2. ALL EXISTING UTILITIES AND ASSOCIATED PIPES TO BE EXPOSED AND REPAIRED OR REMOVED AS APPROPRIATE. EXISTING UTILITY PIPES SHALL NOT BE DELETED UNLESS OTHERWISE NOTED.
  3. PROPOSED UTILITIES SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.
  4. ALL PROPOSED UTILITIES SHALL BE PROTECTED BY CONSTRUCTION BARRIERS.
  5. SEE NOTES FOR CONCRETE REPAIRS AND DETAILS.
  6. ALL CONCRETE SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.
  7. ALL CONCRETE SHALL BE PROTECTED BY CONSTRUCTION BARRIERS.
  8. CONCRETE SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.
  9. CONCRETE SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.
  10. CONCRETE SHALL BE IN ACCORDANCE WITH ALL APPLICABLE CODES AND STANDARDS.

**EARTHWORK QUANTITIES**

ITEM	CUT	FILL
RETAINMENT	4200 CY	0700 CY
POOL	0000 CY	0000 CY
WALKWAYS	1200 CY	0000 CY
SEWER DRAINAGE CHANNELS	1200 CY	0000 CY
UTILITIES	0000 CY	0000 CY
TOTAL	5400 CY	0000 CY



**NOTES:**

1. RASERY & LINE WORK SHOWN ON THIS PAGE IS DIRECTLY FROM THE 'INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT 2015 BURNT CEDAR BEACH ADA PATHWAY PLAN SET' APPROVED BY TSPA ON 8/28/15
2. FOR DETAILED AREA OF REMOVED AND ADDED COVERAGE, PLEASE REFER TO THE CONSTRUCTION STAGING/ACCESS & COVERAGE SUMMARY PLAN (SHEET C3)

TSPA COVERAGE CALCULATIONS			
PROJ: BURNT CEDAR POOL REPLACEMENT PROJECT			
665 & 666 Lakeshore Blvd., Incline Village, NV			
Plan Area Statement EST. Substitution: None			
Parcel Area: 421,274 SF			
LAND CAPABILITY	AREA ABOVE H2L (SQ)	% ALLOWABLE COVERAGE	TOTAL ALLOWABLE SQF
CAPABILITY B	463,358.88	38.88%	178,093.4
CAPABILITY 1b	28,918.08	1.88%	209.18
<b>TOTAL</b>	<b>492,276.96</b>		<b>178,302.58</b>
<b>DESCRIPTION</b>		<b>QUANTITY (SQF)</b>	
<b>EXISTING COVERAGE - LAND CAPABILITY B</b>			
CONCRETE SLAB			512.88
PAVING			79,892.88
WALKS			11,468.32
BUILDINGS			8,118.00
POOL DECK			4,305.88
		<b>TOTAL</b>	<b>117,487.96</b>
<b>UNDER / OPEN COVERAGE - CLASS B</b>			
OFF SITE			39.60
<b>EXISTING COVERAGE - LAND CAPABILITY 1b</b>			
NO COVERAGE			0.00
<b>PROPOSED COVERAGE - LAND CAPABILITY B</b>			
CONCRETE SLAB			512.88
PAVING			79,824.00
WALKS			22,279.18
BUILDINGS			8,118.00
POOL DECK			2,241.18
PERIMETER FENCE			1,902.28
		<b>TOTAL</b>	<b>118,958.84</b>
<b>UNDER / OPEN COVERAGE</b>			
OFF SITE			2,847.54
<b>PROPOSED COVERAGE - LAND CAPABILITY 1b</b>			
NO COVERAGE			0.00
<b>NET CHANGE IN COVERAGE</b>			
			2,122.54
<b>REMAINING AVAILABLE COVERAGE (CLASS 1b &amp; B)</b>			
			2,122.54

Note: Existing Storage from approved coverage calculations on March 16, 2015  
 665 & 666 Lakeshore Blvd. 2011-1922 (Updated on June 8, 2015)

**tsk**

314 South White Street,  
 Suite 100  
 Henderson, NV 89015  
 phone: 702.455.3300  
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 www.tsk.com



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Project

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

Job No: 201810

Owner

**INCLINE VILLAGE  
 GENERAL  
 IMPROVEMENT  
 DISTRICT**

**ISSUED FOR  
 CONSTRUCTION**

REV	DATE	DESCRIPTION
A	5/20/17	ISSUE 1
A	8/28/15	ADDENDUM 2
A	1/27/16	ADDENDUM 3
A	1/27/16	ADDENDUM 4

Sheet Title

**Proposed Overall  
 Site Plan**

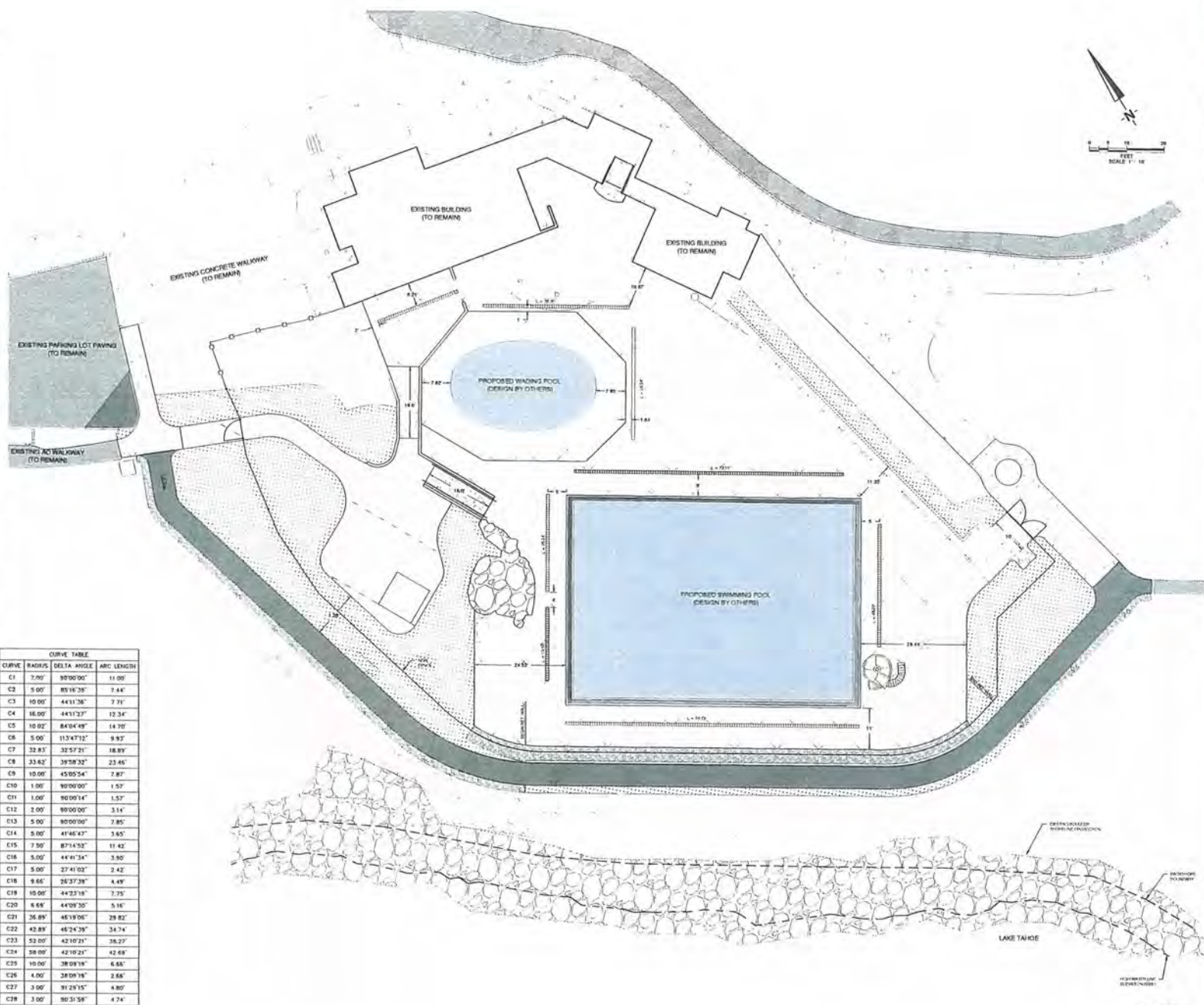
Date: April 28, 2017  
 Sheet No:

**C7**



LINE	BEARING	DISTANCE
L1	N69°50'08"W	4.87'
L2	N20°47'55"E	21.61'
L3	S20°45'17"W	4.93'
L4	S64°27'52"E	3.92'
L5	S64°28'44"E	12.00'
L6	S25°31'18"W	6.00'
L7	S20°47'55"W	24.01'
L8	S64°28'44"E	22.04'
L9	S64°28'44"E	22.16'
L10	S20°17'08"E	12.31'
L11	S20°17'12"E	12.31'
L12	S28°56'41"E	6.61'
L13	S64°39'06"W	9.52'
L14	S25°44'27"E	0.45'
L15	S13°16'42"E	21.76'
L16	S61°42'18"E	0.45'
L17	N64°29'05"E	13.66'
L18	N42°08'05"E	0.44'
L19	N19°39'05"E	5.10'
L20	N45°36'48"E	0.60'
L21	N64°39'05"E	5.20'
L22	N64°29'34"E	10.00'
L23	S25°30'25"E	10.00'
L24	N25°30'26"W	10.00'
L25	S64°29'34"W	10.00'
L26	S25°29'54"E	18.00'
L27	N25°20'54"W	22.91'
L28	S64°39'06"W	6.67'
L29	N64°39'05"E	7.33'
L30	S25°20'54"E	5.30'
L31	N34°39'38"E	4.23'
L32	N55°18'21"W	5.12'
L33	S48°00'52"W	4.09'
L34	S33°57'10"W	9.95'
L35	S14°42'01"W	8.30'
L36	N13°18'21"E	22.01'
L37	S55°20'54"E	8.57'
L38	S34°39'06"W	19.03'
L39	S73°42'31"W	19.42'
L40	S13°42'31"W	2.33'
L41	N13°42'31"E	2.72'
L42	S13°42'31"W	3.33'
L43	N13°42'31"E	3.33'
L44	N55°41'48"W	29.02'
L45	N10°19'03"W	18.99'
L46	N34°40'32"E	15.89'
L47	N78°41'23"E	14.94'
L48	S55°22'38"E	27.48'
L49	S55°28'44"E	19.24'
L50	N14°39'06"E	30.81'
L51	S55°20'54"E	92.55'
L52	N14°39'06"E	26.96'
L53	N79°45'00"E	12.11'
L54	S10°18'00"W	3.00'
L55	N79°45'00"E	5.00'
L56	N10°18'00"W	3.00'
L57	N79°45'00"E	1.82'
L58	S10°18'00"W	17.69'
L59	N79°45'00"E	10.00'
L60	N10°18'00"W	31.82'
L61	S78°44'45"W	9.91'
L62	S11°08'45"E	3.06'
L63	S10°15'00"E	16.48'
L64	S80°32'39"W	5.86'
L65	S35°31'41"W	3.73'
L66	N54°48'27"W	0.98'
L67	S77°04'04"W	41.40'
L68	S77°04'04"W	50.70'
L69	N55°20'23"W	93.90'
L70	N55°20'23"W	93.90'
L71	N13°10'02"W	80.85'
L72	N13°10'02"W	80.85'
L73	N24°58'17"E	9.17'
L74	N24°58'17"E	9.17'
L75	N34°39'06"E	56.00'
L76	S55°20'54"E	78.00'
L77	S34°39'06"W	56.00'
L78	N55°20'54"W	78.00'
L79	N34°39'06"E	22.64'
L80	N13°42'31"E	19.58'

CURVE	RADIUS	DELTA ANGLE	ARC LENGTH
C1	7.00'	90°00'00"	11.00'
C2	5.00'	85°16'38"	7.44'
C3	10.00'	44°13'36"	7.71'
C4	16.00'	44°13'37"	12.34'
C5	10.00'	84°04'49"	14.70'
C6	5.00'	113°47'12"	9.93'
C7	32.83'	32°57'31"	18.99'
C8	33.62'	38°58'32"	23.46'
C9	10.00'	45°05'54"	7.87'
C10	1.00'	90°00'00"	1.57'
C11	1.00'	90°00'14"	1.57'
C12	2.00'	90°00'00"	3.14'
C13	5.00'	90°00'00"	7.85'
C14	5.00'	47°46'47"	3.65'
C15	7.50'	87°14'52"	11.42'
C16	5.00'	44°41'34"	3.90'
C17	5.00'	27°41'02"	2.42'
C18	9.66'	25°37'39"	4.49'
C19	10.00'	44°23'18"	7.75'
C20	6.66'	44°09'30"	5.16'
C21	36.89'	45°19'06"	29.82'
C22	42.89'	45°24'39"	34.74'
C23	52.00'	42°10'21"	38.27'
C24	38.00'	42°10'21"	42.69'
C25	10.00'	38°09'18"	6.66'
C26	4.00'	38°09'18"	2.66'
C27	3.00'	91°29'15"	4.80'
C28	3.00'	90°31'58"	4.74'



**tsk**

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

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

**ISSUED FOR CONSTRUCTION**

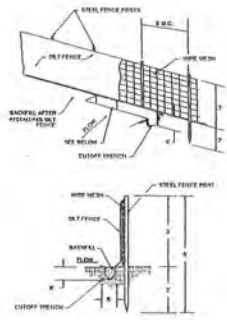
REV	DATE	REVISION	DESCRIPTION
A	3/20/21	ADDENDUM 3	
B	4/20/21	ADDENDUM 3	
A	4/20/21	ADDENDUM 4	

Sheet Title  
**Horizontal Control Plan**

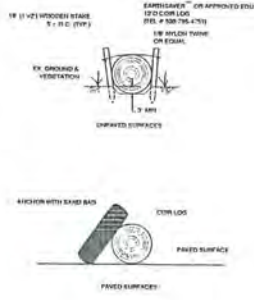
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Sheet No:



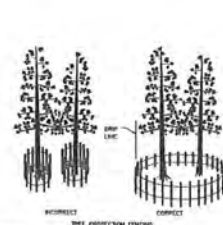
**C8**



**SILT FENCE**  
NOT TO SCALE



**SLOPE STABILIZATION  
SHORT SLOPE ROCK CONSTRUCTION**  
NOT TO SCALE



**TEMPORARY EROSION CONTROL  
TREE PROTECTION DETAIL**  
NOT TO SCALE



**INDIVIDUAL TREE PROTECTION**  
NOT TO SCALE

**ACCEPTABLE FILL MATERIALS: STORMTECH SC-740 CHAMBER SYSTEMS**

MATERIAL LOCATION	DESCRIPTION	ADDED MATERIAL CLASSIFICATIONS	COMPACTION/DENSITY REQUIREMENTS
BASE COURSE	1.5" MIN. THICKNESS	1.5" MIN. THICKNESS	98% (AS TEST)
BASE COURSE	1.5" MIN. THICKNESS	1.5" MIN. THICKNESS	98% (AS TEST)
BASE COURSE	1.5" MIN. THICKNESS	1.5" MIN. THICKNESS	98% (AS TEST)
BASE COURSE	1.5" MIN. THICKNESS	1.5" MIN. THICKNESS	98% (AS TEST)
BASE COURSE	1.5" MIN. THICKNESS	1.5" MIN. THICKNESS	98% (AS TEST)

**INSPECTION & MAINTENANCE**

**NOTES**

**SC-740 INSPECTION PORT DETAIL  
(SC SERIES CHAMBERS)**

**BMP Calculation Spreadsheet**

Estimated 2016 Erosion Savings of 138.4 pounds per year by using your BMPs.

Property Address	ADDRESS	STREET	MAP DATE	MAP SCALE	Water Table	Restriction	Flow Rate	Max. Depth of Inlet	Map Value	Total Rainfall (in)	1982.3	Amount Treated (in)	Total Rainfall (in)	1982.3	Amount Treated (in)	Total Erosion (lb)	1982.3	Amount Treated (lb)
12345 Main St	12345	12345	2015	1:12.5	10	10	10	10	10	10	10	10	10	10	10	10	10	10
12345 Main St	12345	12345	2015	1:12.5	10	10	10	10	10	10	10	10	10	10	10	10	10	10

**NOTE:**  
EACH SC-740 CHAMBER SYSTEM WITH A FOUNDATION THICKNESS OF 8" HAS A STORAGE CAPACITY OF 74 CF.  
HEAVIER SC-740 CHAMBER SYSTEMS NEED TO HANDLE 148 CF OF RUN OFF. BY PROVIDING 3 SC-740 CHAMBERS, WE HAVE A STORAGE CAPACITY OF 222 CF.  
LARGER SC-740 CHAMBER SYSTEMS NEED TO HANDLE 296 CF OF RUN OFF. BY PROVIDING 4 SC-740 CHAMBERS, WE HAVE A STORAGE CAPACITY OF 296 CF.

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BEACH - POOL  
RECONSTRUCTION**  
665 Lakeshore Blvd,  
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89451

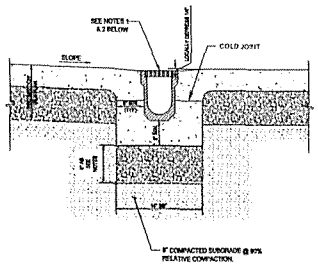
Job No 20 018 10  
Draw  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

**ISSUED FOR CONSTRUCTION**

REV	DATE	REVISION
A	10/15/15	ISSUED FOR CONSTRUCTION
B	10/15/15	ISSUED FOR CONSTRUCTION
C	10/15/15	ISSUED FOR CONSTRUCTION

Sheet Title  
**Details**  
Date: April 20, 2015  
Sheet No.

**811**  
Know what's below.  
Call before you dig.

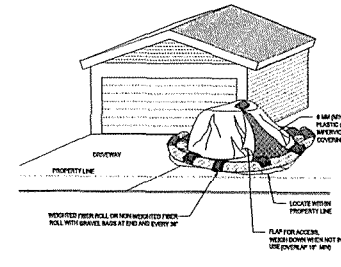


- NOTES:
- USE PRE SLOPED SECTIONALIZED TRENCH DRAIN SYSTEM MANUFACTURED BY ABT (POLYDRAN), ACC (SD90K) OR APPROVED EQUAL. INSTALL PER MANUFACTURERS' SPECIFICATIONS.
  - GRATE TO REURBAN ACCESSORIES. TITLE WAVE 2. BRONZE FINISH OR OWNER APPROVED EQUAL.
  - SEE <https://www.reurbanclosures.com/product/titl/wave-2/>
  - CLASS 2, 3/4" MAX. COMPACT TO 95% RELATIVE COMPACTION (ASTM 1557) NO CRIBS.
  - CONCRETE SURROUNDING TRENCH DRAIN SHALL INCLUDE REINFORCING BARS THAT FIT INTO THE CONCRETE POOL DECK. CONCRETE AT TRENCH DRAIN SHALL HAVE A COLD JOINT AND SHALL BE SCURED PARALLEL TO AND 4" FROM THE TRENCH DRAIN. REFER TO STRUCTURAL PLANS.

TRENCH DRAIN  
NOT TO SCALE

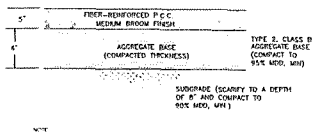
PROFILE	DEPTH	WIDTH	THICKNESS	GRADE	FINISH	COMPACT	REMARKS
1	6"	18"	4"	5.5"	BRONZE	95%	
2	8"	18"	4"	6.5"	BRONZE	95%	
3	10"	18"	4"	7.5"	BRONZE	95%	
4	12"	18"	4"	8.5"	BRONZE	95%	
5	14"	18"	4"	9.5"	BRONZE	95%	
6	16"	18"	4"	10.5"	BRONZE	95%	
7	18"	18"	4"	11.5"	BRONZE	95%	
8	20"	18"	4"	12.5"	BRONZE	95%	
9	22"	18"	4"	13.5"	BRONZE	95%	
10	24"	18"	4"	14.5"	BRONZE	95%	
11	26"	18"	4"	15.5"	BRONZE	95%	
12	28"	18"	4"	16.5"	BRONZE	95%	
13	30"	18"	4"	17.5"	BRONZE	95%	
14	32"	18"	4"	18.5"	BRONZE	95%	
15	34"	18"	4"	19.5"	BRONZE	95%	
16	36"	18"	4"	20.5"	BRONZE	95%	
17	38"	18"	4"	21.5"	BRONZE	95%	
18	40"	18"	4"	22.5"	BRONZE	95%	
19	42"	18"	4"	23.5"	BRONZE	95%	
20	44"	18"	4"	24.5"	BRONZE	95%	
21	46"	18"	4"	25.5"	BRONZE	95%	
22	48"	18"	4"	26.5"	BRONZE	95%	
23	50"	18"	4"	27.5"	BRONZE	95%	
24	52"	18"	4"	28.5"	BRONZE	95%	
25	54"	18"	4"	29.5"	BRONZE	95%	
26	56"	18"	4"	30.5"	BRONZE	95%	
27	58"	18"	4"	31.5"	BRONZE	95%	
28	60"	18"	4"	32.5"	BRONZE	95%	
29	62"	18"	4"	33.5"	BRONZE	95%	
30	64"	18"	4"	34.5"	BRONZE	95%	
31	66"	18"	4"	35.5"	BRONZE	95%	
32	68"	18"	4"	36.5"	BRONZE	95%	
33	70"	18"	4"	37.5"	BRONZE	95%	
34	72"	18"	4"	38.5"	BRONZE	95%	
35	74"	18"	4"	39.5"	BRONZE	95%	
36	76"	18"	4"	40.5"	BRONZE	95%	
37	78"	18"	4"	41.5"	BRONZE	95%	
38	80"	18"	4"	42.5"	BRONZE	95%	
39	82"	18"	4"	43.5"	BRONZE	95%	
40	84"	18"	4"	44.5"	BRONZE	95%	
41	86"	18"	4"	45.5"	BRONZE	95%	
42	88"	18"	4"	46.5"	BRONZE	95%	
43	90"	18"	4"	47.5"	BRONZE	95%	
44	92"	18"	4"	48.5"	BRONZE	95%	
45	94"	18"	4"	49.5"	BRONZE	95%	
46	96"	18"	4"	50.5"	BRONZE	95%	
47	98"	18"	4"	51.5"	BRONZE	95%	
48	100"	18"	4"	52.5"	BRONZE	95%	

ABT POLY DRAIN PROFILES  
NOT TO SCALE

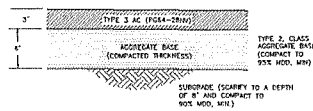


- NOTES:
- LOCATE STOCK AND/OR SPILL PILES 5' AWAY FROM DRAINAGE COURSES. DRAIN PILES ON CONCENTRATED FLOWS OF STORMWATER.
  - ALL STOCK AND/OR SPILL PILE EXPOSURES SHALL BE PROTECTED WITH TEMPORARY LEAK-RESISTANT BARRIERS.
  - COVER ALL STOCK AND/OR SPILL PILES WITH 8-MIL PLASTIC. GARAGE TARP OR WATERPROOF COVER TO PREVENT WIND AND RAIN EROSION. EVENLY SPACE WEIGHTS (GUM BALLS) ON COVER TO KEEP IT FLAT DURING WIND.
  - CONDUCT REGULAR INSPECTIONS OF STOCK AND/OR SPILL PILES DURING AND AFTER RAIN EVENTS.
  - VERY LARGE STOCK AND/OR SPILL PILES MAY REQUIRE SEVERAL LAYERS OF TARP SHEETS.
  - REMOVE SPILL PILES FROM CONSTRUCTION SITE AS SOON AS POSSIBLE.
  - STOCKPILE PILES MUST BE SCURED WITHIN THE APPROVED GRADING AREA.

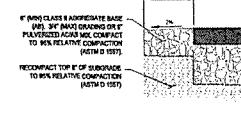
STOCKPILE MANAGEMENT  
NOT TO SCALE



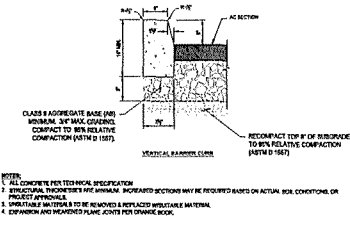
P.C.C. WALKWAY SECTION  
NOT TO SCALE



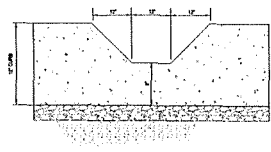
AC PATHWAY SECTION  
NOT TO SCALE



AGGREGATE BASE SHOULDER  
NOT TO SCALE



VERTICAL BARRIER CURB  
NOT TO SCALE



DEPRESSED CURB  
NOT TO SCALE

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

Job No: 20.018.10

Drawn:

**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

ISSUED FOR  
CONSTRUCTION

REV#	REVISIONS	
	DATE	DESCRIPTION
1	12/31/23	ADDENDUM 1
2	4/27/24	ADDENDUM 2
3	12/01/24	ADDENDUM 3
4		ADDENDUM 4

Sheet Title:

Details

**811**

Know what's below.  
Call before you dig.

Date: April 30, 2024

Sheet No:

C10





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Contract #  
**DESIGNWORKSHOP**



PLEASE RECYCLE

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

Job No: 20 018 10

Date:  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

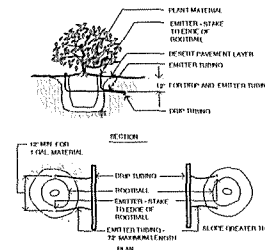
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REV.	DATE	REVISIONS DESCRIPTION

Sheet Title  
**IRRIGATING DETAILS**

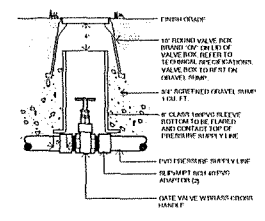
Date: March 12, 2021  
Sheet No:

**LI.02**

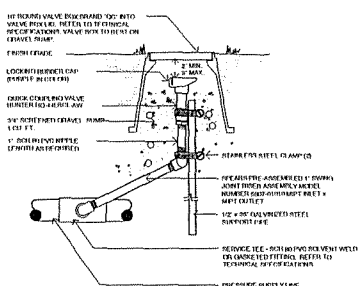


NOTE:  
INSTALL EMITTERS IN THE SHADE OF INDIVIDUAL SHRUBS. EMITTERS ARE TO BE INSTALLED TO BE 1/2\"/>

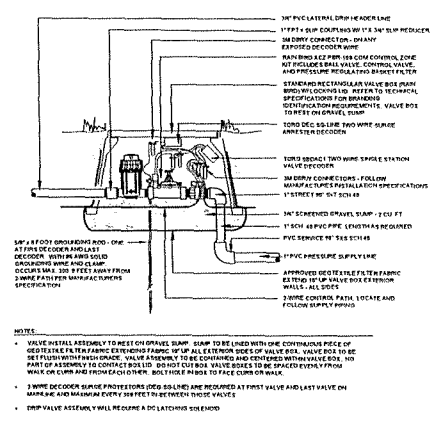
4 DRIP EMITTER - SHRUB  
NTS



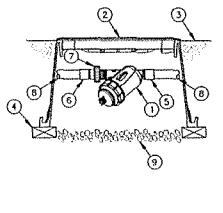
3 GATE VALVE  
NTS



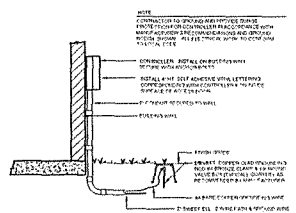
2 QUICK COUPLING VALVE  
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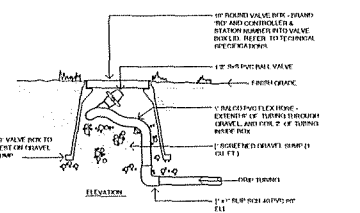
1 DRIP VALVE ASSEMBLY  
NTS



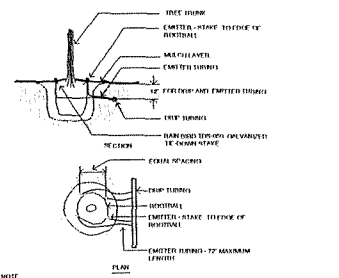
8 DISK FILTER  
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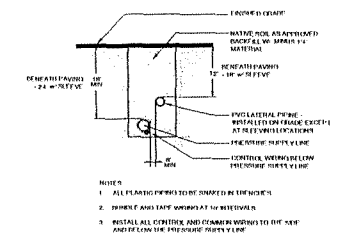
7 WALL MOUNTED CONTROLLER  
NTS



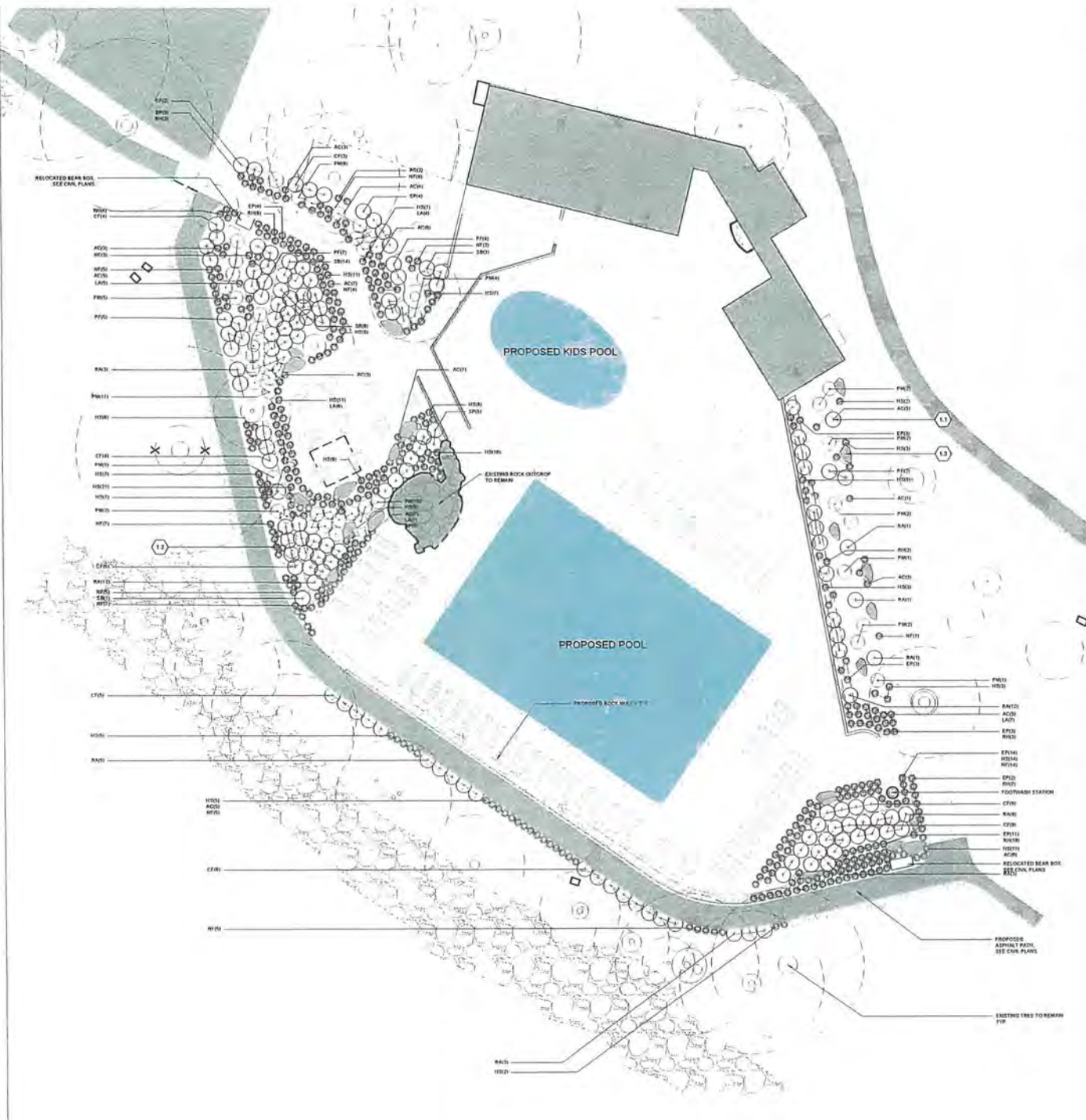
5 DRIP EMITTER - TREE  
NTS



6 DRIP BLOW OUT STUB  
NTS



9 TRENCHING  
NTS



**LANDSCAPE PLANTING NOTES**

- Refer to Civil Engineer's utility and grading and drainage plans as applicable. If actual site conditions vary from what is shown on the plan, contact the Landscape Architect for clarification as to how to proceed.
- Verify location of pavement and improvements indicated on other sections. If any part of this plan cannot be followed due to site conditions, contact Landscape Architect for clarification prior to construction.
- Exact location of plant materials shall be approved by the Landscape Architect in the field prior to installation. Show an alternative layout of proposed planting for review. Landscape Architect reserves the right to adjust plants to exact location in field.
- Verify plant counts and species/heights. Quantities are provided as a guide. Substitution may occur if quantities are not available from specific locations. If any species shall prove to be unavailable, substitute with a similar quantity of a similar species. The Contractor shall be responsible for the cost and disposal of materials if quantities are not available from specific locations. If any species are unavailable, contact Landscape Architect for clarification.
- Protein concentrations of all landscape plants and shrubs to be planted shall be verified with one of the following: 1. The Contractor shall be responsible for the cost and disposal of materials if quantities are not available from specific locations. 2. The Contractor shall be responsible for the cost and disposal of materials if quantities are not available from specific locations. 3. The Contractor shall be responsible for the cost and disposal of materials if quantities are not available from specific locations.
- Transplants shall have some credits to include: 1. Root ball in volume of 1/3 of the plant's height. 2. Root ball shall be planted a minimum of 18 inches from face of building and a minimum of 12 inches from edge of pavement, except as approved by Landscape Architect.
- Shrubs shall be planted a minimum of 18 inches from face of building and a minimum of 12 inches from edge of pavement, except as approved by Landscape Architect.
- All other plant materials, grasses, groundcover, annuals shall be planted a minimum of 12 inches from face of building and a minimum of 8 inches from edge of pavement, except as approved by Landscape Architect.
- Provide suitable hardscape and site for plant materials within each space and site designated on the drawings.
- Plant materials shall be planted in place by the Contractor.
- Planting plan of planting areas shall be approved by Landscape Architect. All plant materials shall be planted in place by the Contractor. All plant materials shall be planted in place by the Contractor.
- Provide suitable hardscape and site for planting areas. Surface treatment for disturbed areas during construction will match conditions prior to disturbance.

**IRRIGATION NOTE**

A combination of adapted surface, straight radiant plant material and an efficient irrigation system is proposed for this project. An automatic controller with multiple functions will be used to operate different pressure zones and moderate the rate of application of water on a zone by zone basis. Main services will include the operation of the system and shut off during rainfall events. Drop irrigation around trees, shrubs, and perennials will be used in sensitive vegetation areas. Check and maintain all valves for full service. Plant species have been proposed with similar water requirements to common species to match application to each area.

**DEFENSIBLE SPACE**

Defensible space and vegetation shall be installed in accordance with the 2018 International Wildland-Urban Interface Code (IWUEC) with amendments to NFPA 987, 987.1, and 987.2. A defensible space treatment is required to provide for safe egress between structures and wildland vegetation. 20 feet area during the inspection must be maintained prior to permit approval. Contact an NFPA Inspector at (770) 873-9887 for schedule an appointment.

**PLANT LIST**

ABBV.	QTY.	BOTANICAL NAME	COMMON NAME	TYPE	SPACING
<b>SHRUBS</b>					
CT	12	Concord Dogwood	Red Tule Dogwood	5 gal	48" O.C.
RA	11	Albizia leonensis 'Globe Star'	Globe Star	5 gal	36" O.C.
PM	48	Flora nana 'Magna'	Magna Flare	5 gal	36" O.C.
PF	11	Flame tree 'Magna'	Flame Tree	5 gal	36" O.C.
SP	6	Salix purpurea 'Magna'	Shrub Willow	5 gal	48" O.C.
SB	16	Spirea 'Magna'	Shrub Spirea	5 gal	48" O.C.
<b>PERENNIALS / ORNAMENTAL GRASSES</b>					
AC	16	Andropogon scoparius	Andropogon	1 gal	24" O.C.
EP	45	Echinacea purpurea	Purple Cone Flower	1 gal	24" O.C.
HS	141	Hemerocallis longifolia	Day Lily	1 gal	24" O.C.
LA	24	Lamium album	White Dead-nettle	1 gal	24" O.C.
NI	88	Nippon Ichu 'Magna'	Japanese Iris	1 gal	24" O.C.
NI	42	Red-tipped Iris	Red-tipped Iris	1 gal	24" O.C.

**PLANTING LEGEND**



**SITE KEYNOTES:**

NO.	PLANTING AND LANDSCAPE	INITIAL	DATE	BY	DATE
01	Planting	JTB	12/22/21	JTB	12/22/21
02	Planting	JTB	12/22/21	JTB	12/22/21
03	Planting	JTB	12/22/21	JTB	12/22/21



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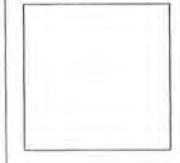
Consulted  
**DESIGN WORKSHOP**



PLEASE RECYCLE

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

Job No: 202118  
Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



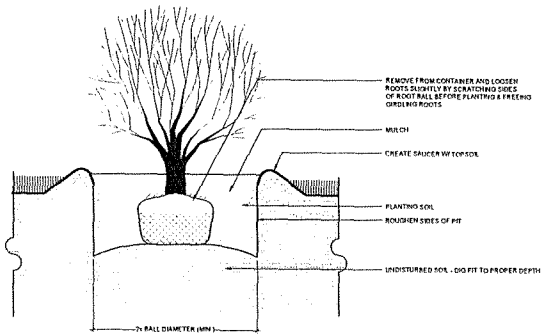
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REV.	DATE	REVISIONS	DESCRIPTION

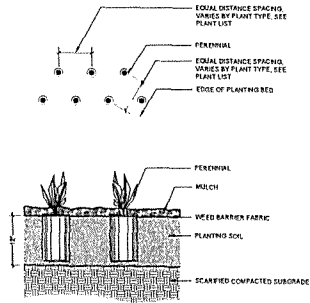
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**PLANTING PLAN**

Date: March 12, 2021  
Sheet No:

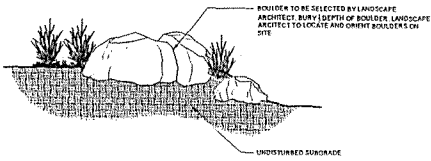
**LP.01**



**1** SHRUB PLANTING  
NOT TO SCALE



**2** PERENNIAL GRASS PLANTING  
NOT TO SCALE



**3** BOULDER IN LANDSCAPE  
NOT TO SCALE



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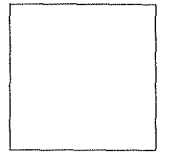


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Project  
**BURNT CEDAR BEACH - POOL RECONSTRUCTION**  
665 Lakeshore Blvd,  
Incline Village, NV  
89451

Job No: 20 018 10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



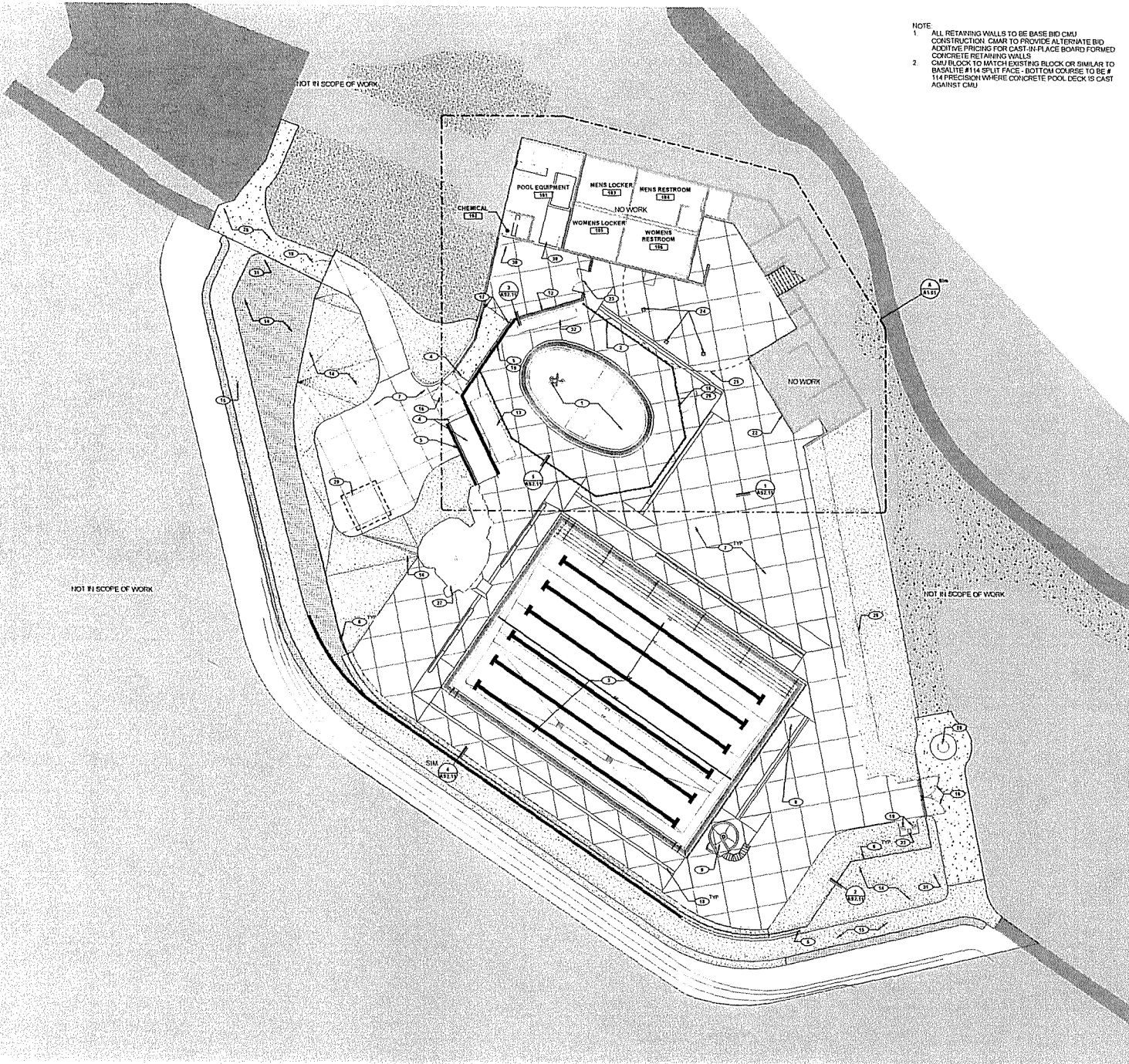
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REV	DATE	REVISIONS	DESCRIPTION

Sheet Title  
**PLANTING DETAILS**

Date: March 12, 2021  
Sheet No:

**LP.02**



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

**GENERAL NOTES**

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

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

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

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

**ISSUED FOR CONSTRUCTION**

REV	DATE	DESCRIPTION
7	3/30/21	AMENDMENT 7

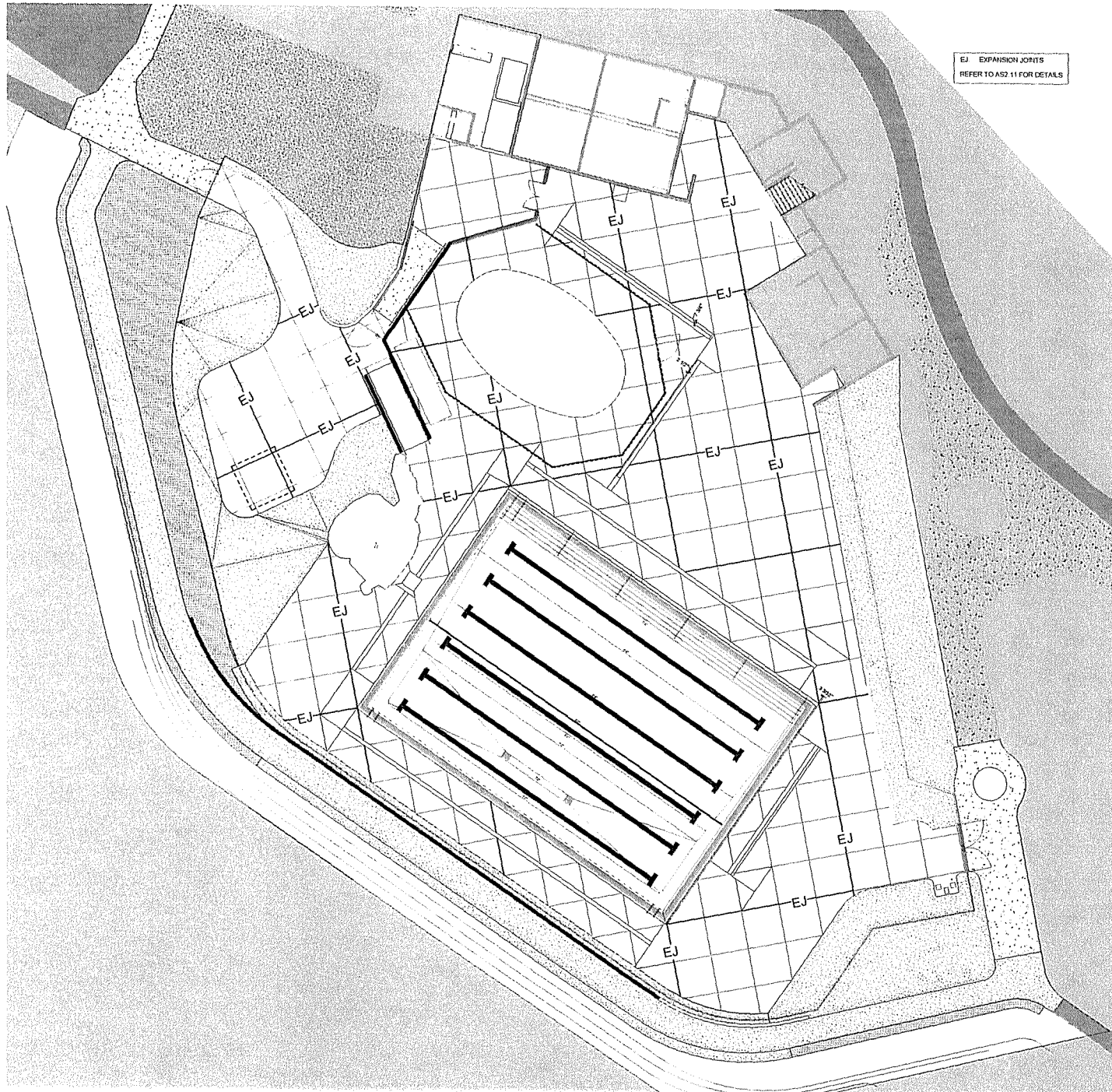
Sheet Title  
**OVERALL SITE PLAN**

Date: May 3, 2021  
 Sheet No.

**AS1.01**

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





EJ EXPANSION JOINTS  
REFER TO AS2.11 FOR DETAILS

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

GENERAL NOTES

---

KEYNOTES



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

Job No: 20016.10  
Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

ISSUED FOR CONSTRUCTION

REV	DATE	DESCRIPTION
1	3/3/21	ADDENDUM 1

Sheet Title  
**CONTROL JOINT PLAN**

Date: May 3, 2021  
Sheet No:

**AS1.02**



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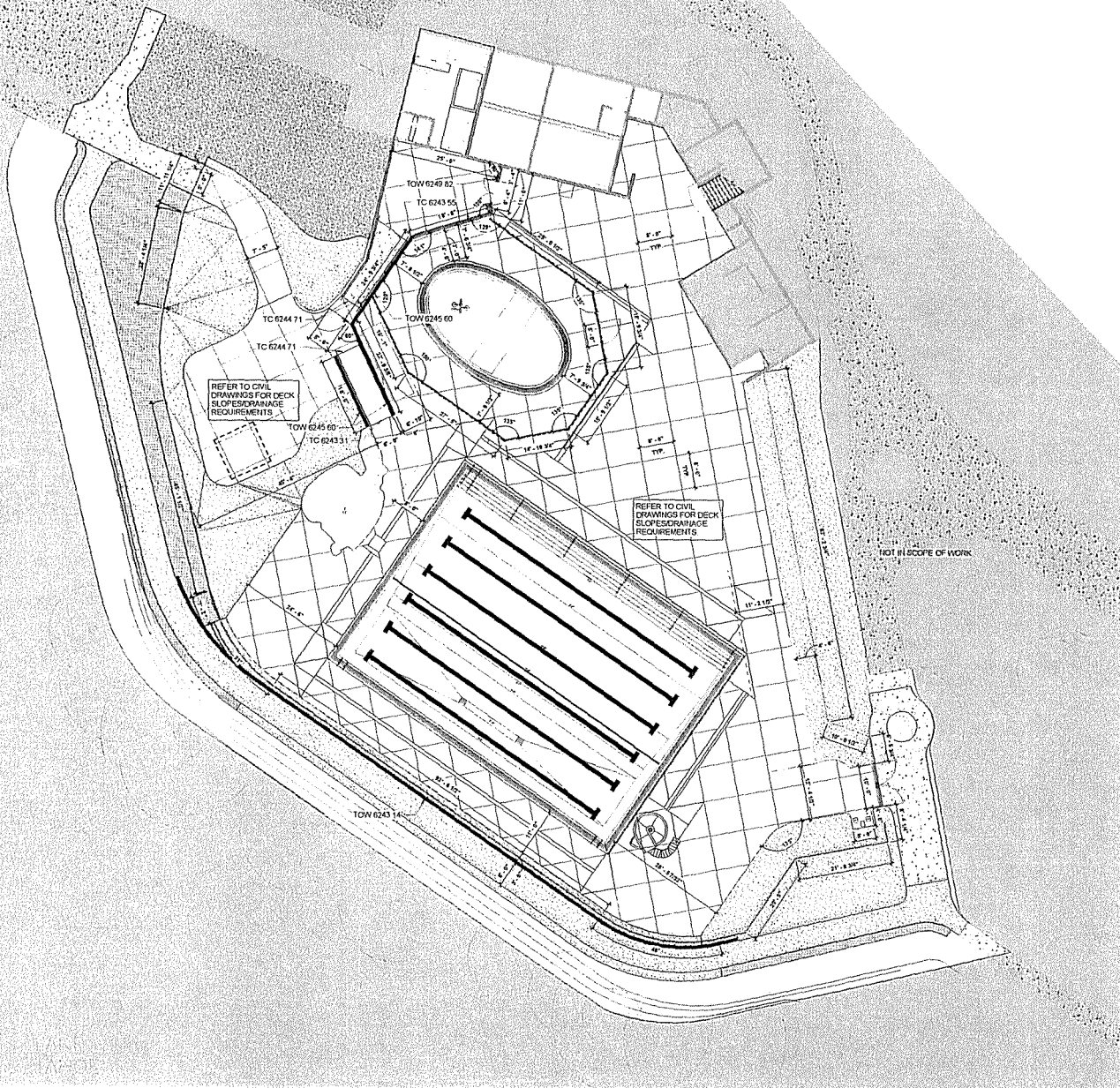
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- 2 SEE LANDSCAPE DRAWINGS FOR ADDITIONAL INFORMATION
- 3 SEE POOL CONSULT DRAWINGS FOR ADDITIONAL INFORMATION
- 4 SEE STRUCTURAL DRAWINGS FOR ADDITIONAL INFORMATION
- 5 SEE MEP DRAWINGS FOR ADDITIONAL INFORMATION

**KEYNOTES**

NOT IN SCOPE OF WORK

NOT IN SCOPE OF WORK

NOT IN SCOPE OF WORK



(A) OVERALL SITE DIMENSION PLAN  
SCALE: 1"=16'



**PLEASE RECYCLE**

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

Job No: 20018 10  
Owner  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

**ISSUED FOR CONSTRUCTION**

REV	DATE	DESCRIPTION

Sheet Title  
**OVERALL SITE  
DIMENSION PLAN**

Date: May 3, 2021  
Sheet No:

**AS1.11**



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

Job No: 20018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

**ISSUED FOR CONSTRUCTION**

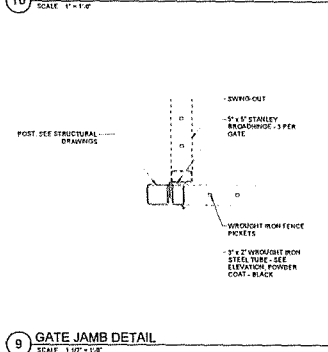
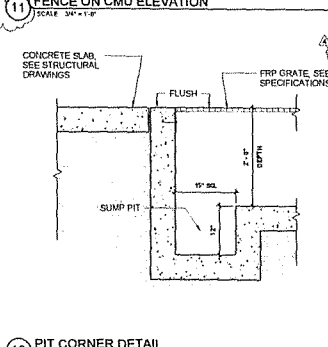
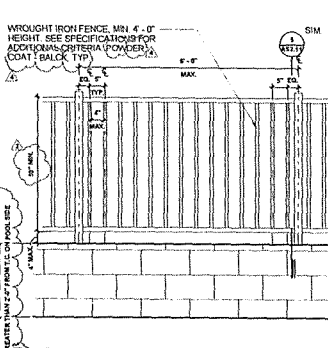
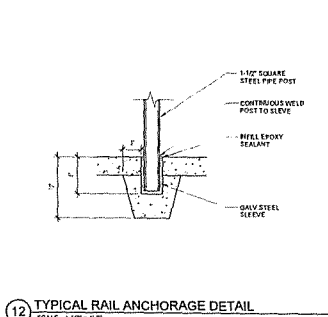
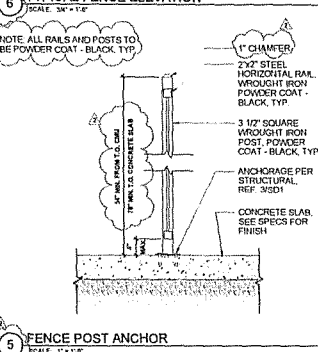
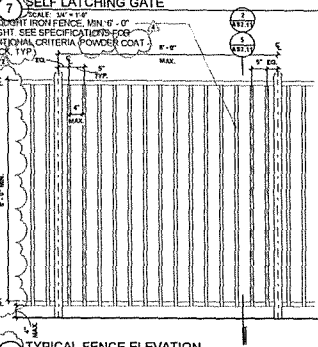
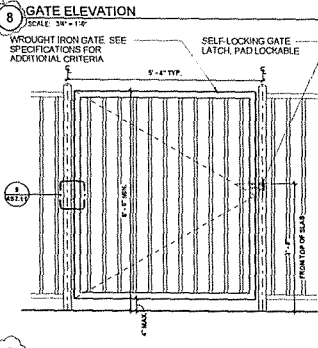
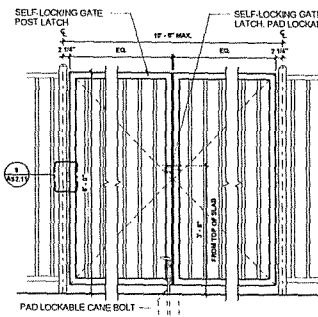
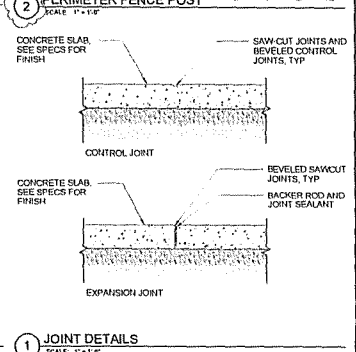
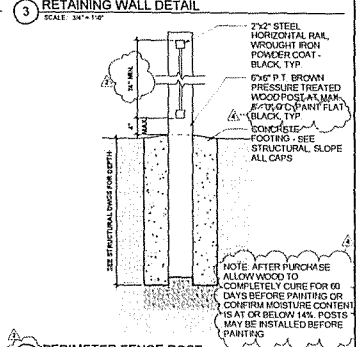
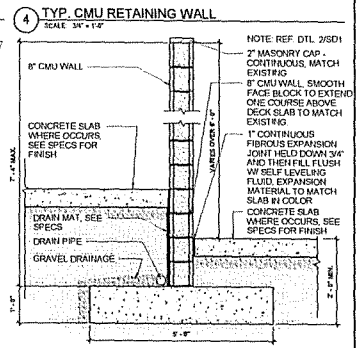
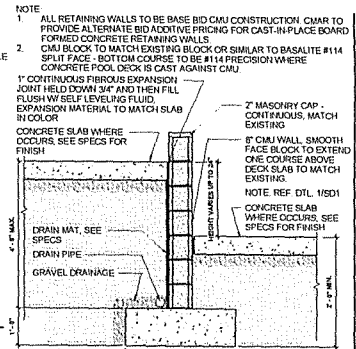
REV	DATE	DESCRIPTION
1	05/07/21	ISSUED FOR CONSTRUCTION
2	05/07/21	ADD DIMENSIONS
3	05/07/21	ADD DIMENSIONS

Sheet Title

**SITE DETAILS**

Date: May 3, 2021  
 Sheet No.

**AS2.11**

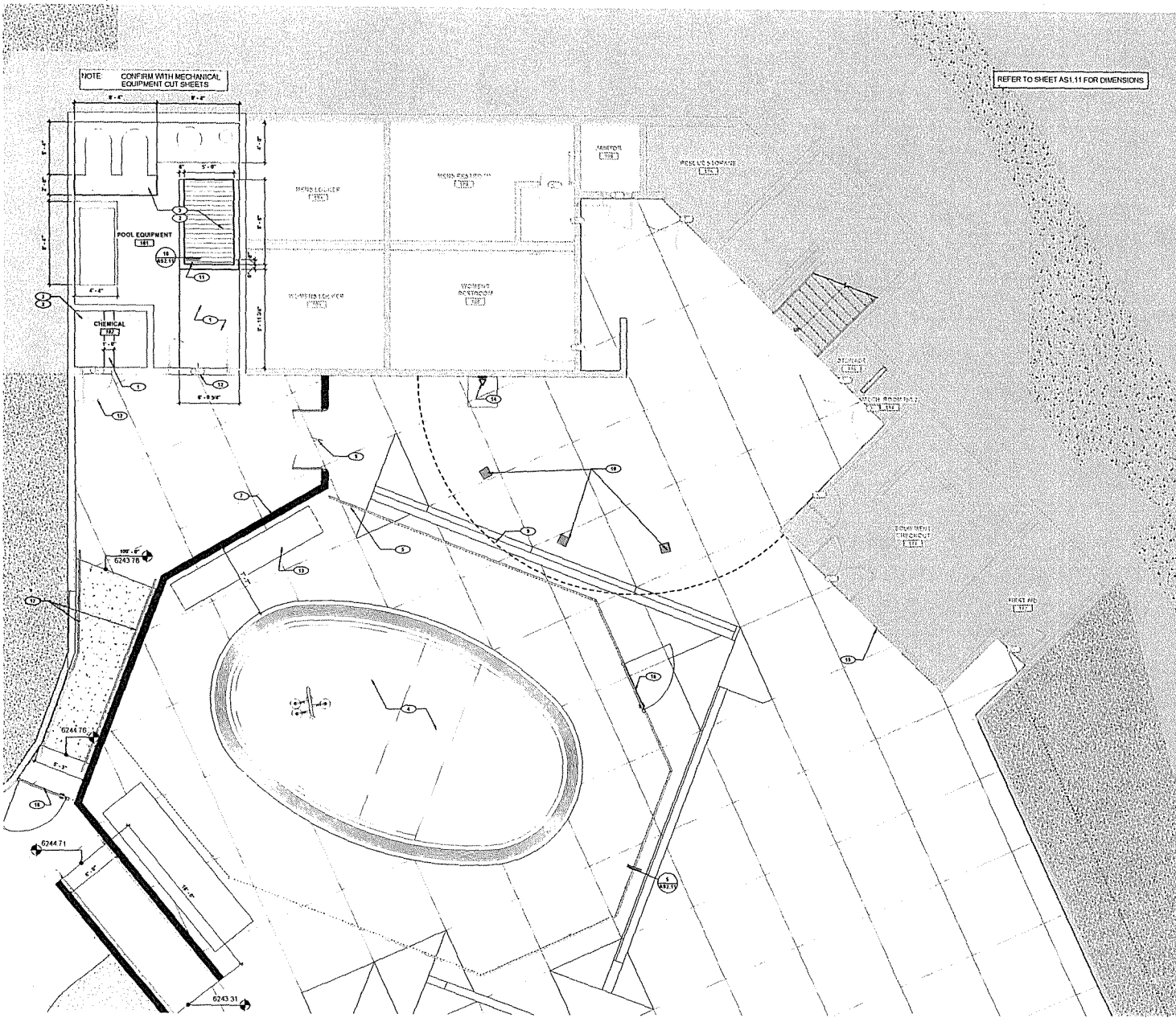


NOTE  
 1. ALL RETAINING WALLS TO BE BASE BID CMU CONSTRUCTION. CMUR TO PROVIDE ALTERNATE BID ADDITIVE PRICING FOR CAST-IN-PLACE BOND FORMED CONCRETE RETAINING WALLS.  
 2. CMU BLOCK TO MATCH EXISTING BLOCK OR SIMILAR TO BASALITE #114 SPLIT FACE - BOTTOM COURSE TO BE #114 PRECISION WHERE CONCRETE POOL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

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

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

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



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

**GENERAL NOTES**

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

**KEYNOTES**

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

**GENERAL NOTES**

PLEASE RECYCLE

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

Job No: 20.018.10

Owner: **INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

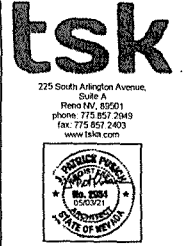
**ISSUED FOR CONSTRUCTION**

REV	DATE	REVISIONS	DESCRIPTION

Sheet Title: **LOWER LEVEL FLOOR PLAN**

Date: May 3, 2021

Sheet No:



275 South Arlington Avenue, Suite A  
Reno, NV, 89503  
phone: 775.857.2049  
fax: 775.857.2403  
www.tsk.com

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

**ISSUED FOR CONSTRUCTION**

REV	DATE	REVISIONS	DESCRIPTION

Sheet Title: **LOWER LEVEL FLOOR PLAN**

Date: May 3, 2021

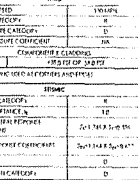
Sheet No:

**A1.01**



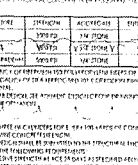
ITEM	DESCRIPTION	QUANTITY	UNIT	PRICE
1	CONCRETE	...	...	...
2	...	...	...	...
3	...	...	...	...
4	...	...	...	...
5	...	...	...	...
6	...	...	...	...
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1. THE CONTRACTOR SHALL... [Detailed description of construction requirements for concrete work, including curing and placement instructions]
2. THE CONTRACTOR SHALL... [Requirements for reinforcement placement and spacing]
3. THE CONTRACTOR SHALL... [Requirements for formwork and its removal]
4. THE CONTRACTOR SHALL... [Requirements for surface finishing and curing of concrete slabs]
5. THE CONTRACTOR SHALL... [Requirements for concrete strength testing and curing procedures]



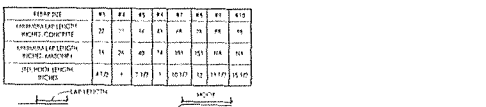
1. THE CONTRACTOR SHALL... [Requirements for reinforcement welding and placement]
2. THE CONTRACTOR SHALL... [Requirements for reinforcement lap joints and spacing]
3. THE CONTRACTOR SHALL... [Requirements for reinforcement bending and anchorage]
4. THE CONTRACTOR SHALL... [Requirements for reinforcement protection and clearances]
5. THE CONTRACTOR SHALL... [Requirements for reinforcement placement in corners and re-entrant walls]

1. THE CONTRACTOR SHALL... [Requirements for concrete curing and protection]
2. THE CONTRACTOR SHALL... [Requirements for concrete surface finishing]
3. THE CONTRACTOR SHALL... [Requirements for concrete strength testing and curing procedures]
4. THE CONTRACTOR SHALL... [Requirements for concrete protection and maintenance]
5. THE CONTRACTOR SHALL... [Requirements for concrete repair and patching]



1. THE CONTRACTOR SHALL... [Requirements for welding reinforcement bars]
2. THE CONTRACTOR SHALL... [Requirements for welding lap joints and spacing]
3. THE CONTRACTOR SHALL... [Requirements for welding bending and anchorage]
4. THE CONTRACTOR SHALL... [Requirements for welding protection and clearances]
5. THE CONTRACTOR SHALL... [Requirements for welding placement in corners and re-entrant walls]

1. REINFORCING BARS SHALL BE PLACED AT THE RECOMMENDED SPACING AND POSITION IN ALL CASES.
2. REINFORCING BARS SHALL BE PLACED AT THE RECOMMENDED SPACING AND POSITION IN ALL CASES.
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ITEM NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL
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ITEM NO.	DESCRIPTION	UNIT	QUANTITY	PRICE	TOTAL
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### SHEET INDEX

DESCRIPTION	NO.	DATE
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FOUNDATION WALLS	02	12/20/21
FLOOR SLABS	03	12/20/21
ROOF DECK	04	12/20/21
MECHANICAL ROOMS	05	12/20/21
WATER TREATMENT	06	12/20/21
ELECTRICAL	07	12/20/21
MECHANICAL	08	12/20/21
PLUMBING	09	12/20/21
PAINTING	10	12/20/21
FINISHES	11	12/20/21
CONCRETE	12	12/20/21
REVISIONS	13	12/20/21

### QUALITY ASSURANCE

1. THE CONTRACTOR SHALL... [Quality assurance requirements for concrete placement and curing]
2. THE CONTRACTOR SHALL... [Requirements for material testing and sampling]
3. THE CONTRACTOR SHALL... [Requirements for curing and protection of concrete]
4. THE CONTRACTOR SHALL... [Requirements for strength testing and curing procedures]
5. THE CONTRACTOR SHALL... [Requirements for concrete repair and patching]

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Fax: 775.857.2603  
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www.nelson-wilcox.com

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Project:

**BURNT CEDAR BEACH - POOL RECONSTRUCTION**

665 Lakeshore Blvd,  
Incline Village, NV  
89451

Job No: 2018.10

Owner:

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

100% CD

REV.	DATE	DESCRIPTION
1	12/20/21	ISSUED FOR BIDDING
2	12/20/21	ISSUED FOR BIDDING

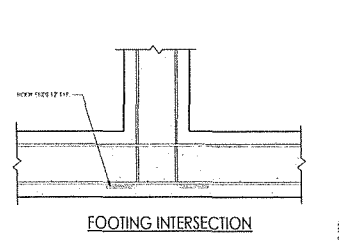
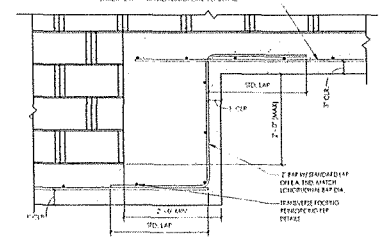
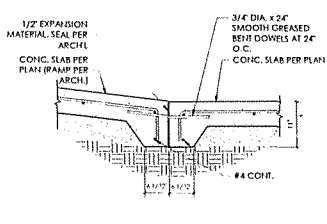
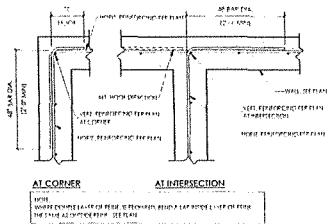
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**STRUCTURAL GENERAL NOTES & SPECIAL INSPECTION**

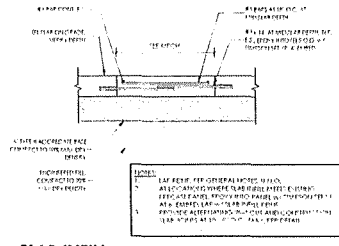
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Drawn By:

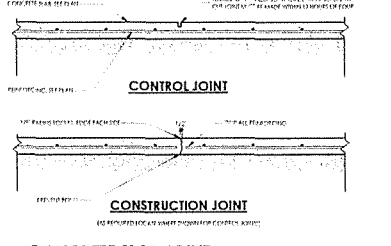
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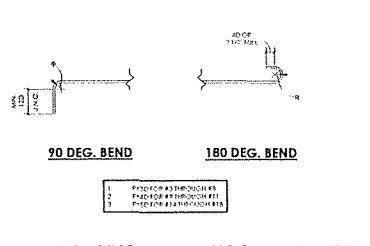
**13 TYP. CORNER REINFORCING**  
 1" x 1" x 1"



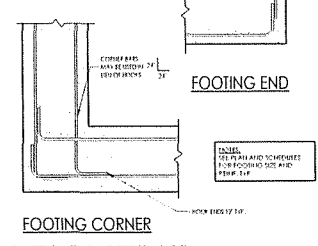
**9 RAMP TOP & BOT. SECTION**  
 1" x 1" x 1"



**4 TYP. FOUNDATION STEP w/ CMU**  
 1" x 1" x 1"

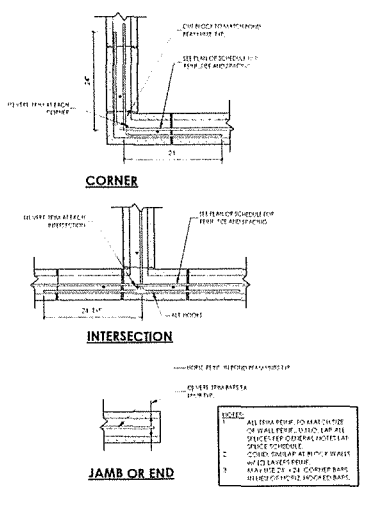


**FOOTING INTERSECTION**  
 1" x 1" x 1"

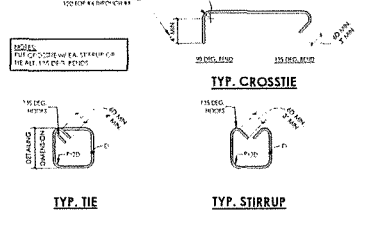


**14 SLAB INFILL**  
 1" x 1" x 1"

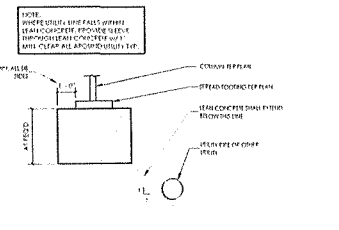
**10 CONCRETE SLAB JOINT**  
 1" x 1" x 1"



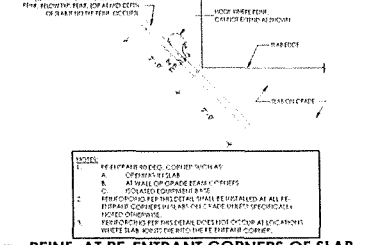
**5 REINFORCING TYPICAL HOOKS AND BENDS**  
 1" x 1" x 1"



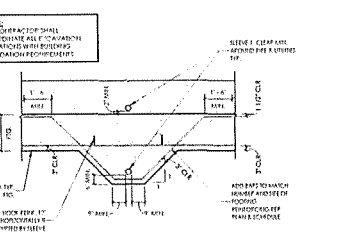
**1 CONC. FTG. TYP. REINF. LAP**  
 1" x 1" x 1"



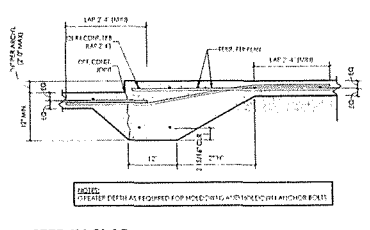
**6 REINFORCING HOOKS & BENDS FOR TIES**  
 1" x 1" x 1"



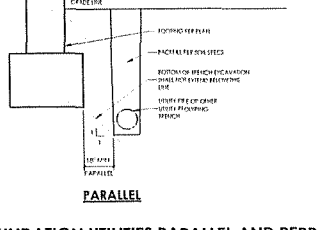
**2 FOUNDATION UTILITIES ADJACENT**  
 3/4" x 1" x 1"



**7 REINF. AT RE-ENTRANT CORNERS OF SLAB**  
 1" x 1" x 1"



**PERPENDICULAR ELEVATION**  
 1" x 1" x 1"



**12 CMU TYP. CORNER AND JAMB REINF.**  
 1" x 1" x 1"

**12 CMU TYP. PLACEMENT OF REINFORCING**  
 1" x 1" x 1"

**8 STEP IN SLAB**  
 1" x 1" x 1"

**3 FOUNDATION UTILITIES PARALLEL AND PERP.**  
 3/4" x 1" x 1"

**tsk**  
 225 South Arlington Avenue  
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**BURNT CEDAR BEACH - POOL RECONSTRUCTION**  
 665 Lakeshore Blvd,  
 Incline Village, NV  
 89451

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

100% CD

REV#	DATE	REVISIONS DESCRIPTION

Sheet Title:  
**TYP. STRUCTURAL DETAILS**

Date: March 12, 2021  
 Sheet No:

**S0.1**



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RECONSTRUCTION**  
665 Lakeshore Blvd,  
Incline Village, NV  
89451

Job No: 20 018 10

Owner  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

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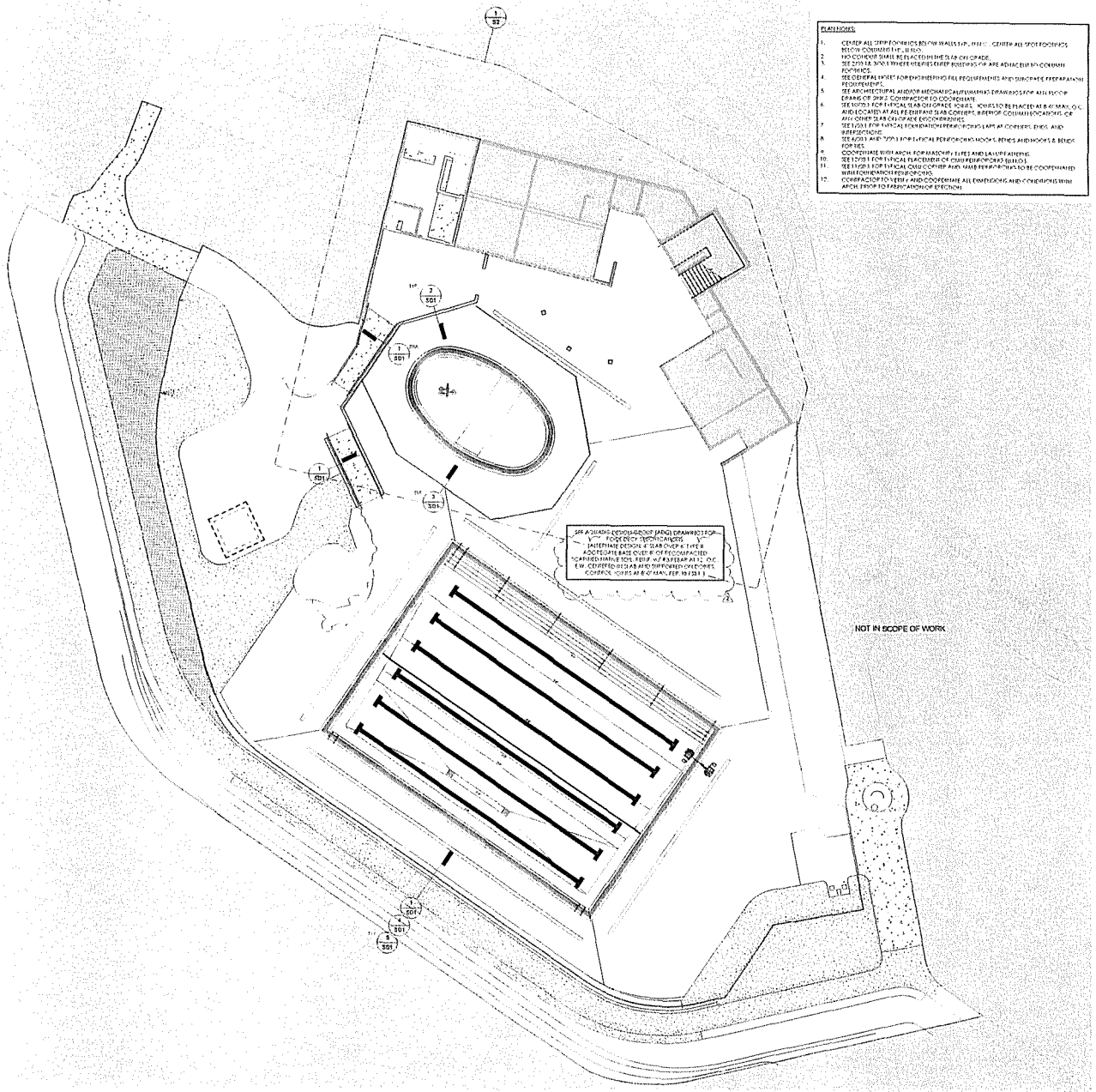
REVISIONS		
REV.	DATE	DESCRIPTION
1	3/12/21	ISSUANCE

Sheet Title  
**STRUCTURAL SITE  
PLAN**

Date: March 12, 2021  
Sheet No:

S1

(1) **STRUCTURAL SITE PLAN**



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 Incline Village, NV  
 89451

Job No. 20 018 10

Owner  
**INCLINE VILLAGE  
 GENERAL  
 IMPROVEMENT  
 DISTRICT**

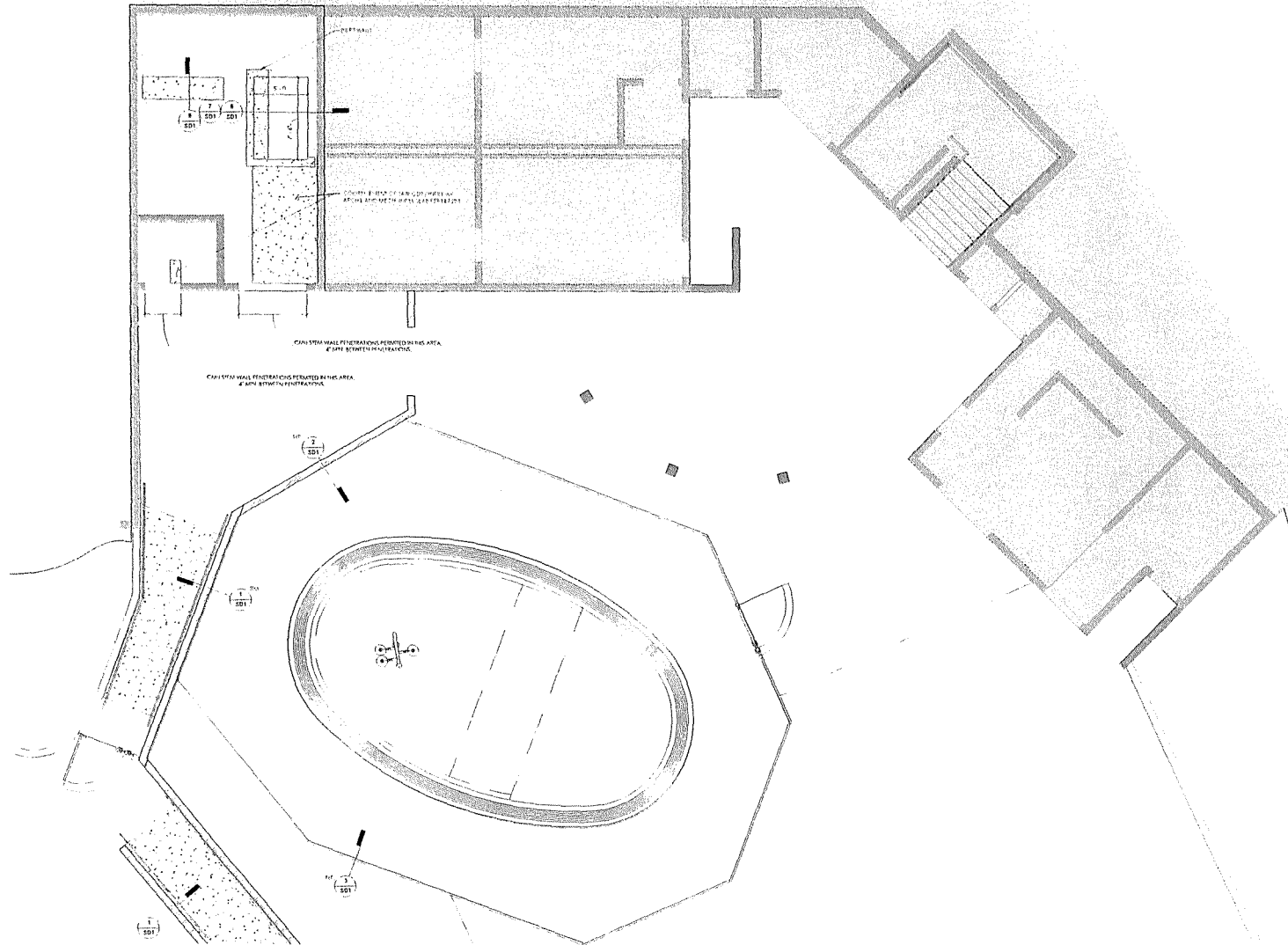
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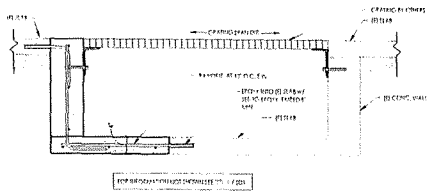
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 STRUCTURAL SITE  
 PLAN**

Date: March 12, 2021  
 Sheet No.

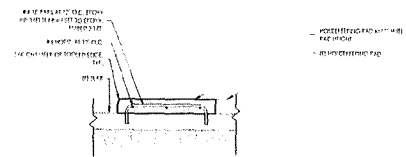
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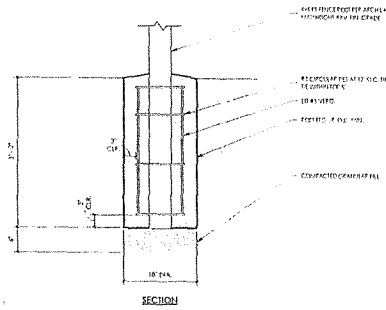
1 ENLARGED STRUCTURAL PLAN  
 SCALE: 1/4" = 1'-0"



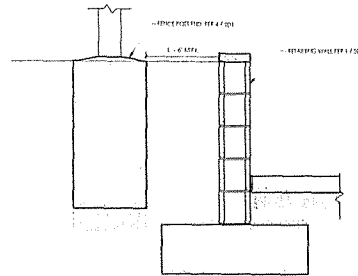
(7) MECH. PIT  
1'-0"



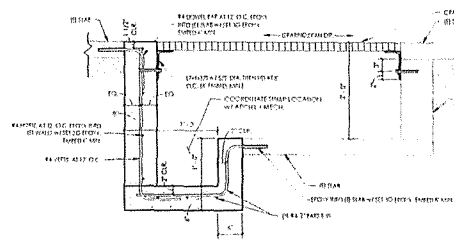
(8) HOUSEKEEPING PAD  
1'-0"



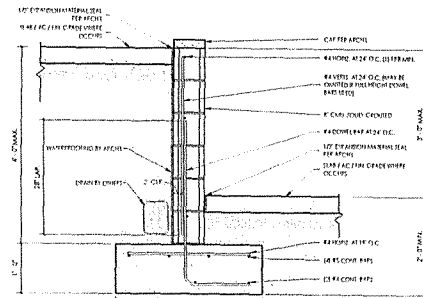
(4) TYP. FENCE POST FND.  
1'-0"



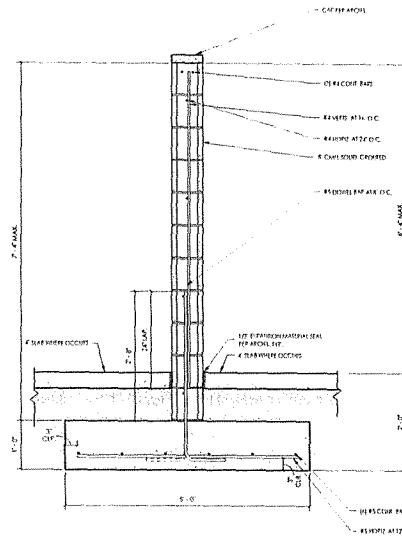
(5) FENCE AT RETAINING WALL  
1'-0"



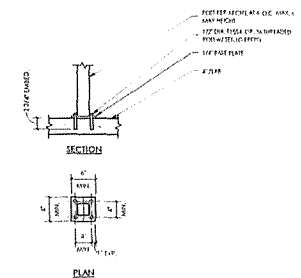
(6) MECH. PIT  
1'-0"



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



(2) CMU SCREEN WALL  
1'-0"



(3) POOL FENCING ANCHORS  
1'-0"

**tsk**

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

Job No: 20 018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**

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REV	DATE	REVISION	DESCRIPTION

Sheet Title  
**STRUCTURAL DETAILS**

Date: March 12, 2021  
Sheet No

**SD1**



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PLEASE RECYCLE

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

Job No: 20-018.10

Owner:  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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REV	DATE	REVISIONS	DESCRIPTION
1	3/20/21	APPENDUM 2	
2	4/9/21	APPENDUM 3	
4	4/20/21	PLAN CHECK CORRECTIONS	

Sheet Title  
**SITE PLAN**

Date: February 10, 2021  
Sheet No:

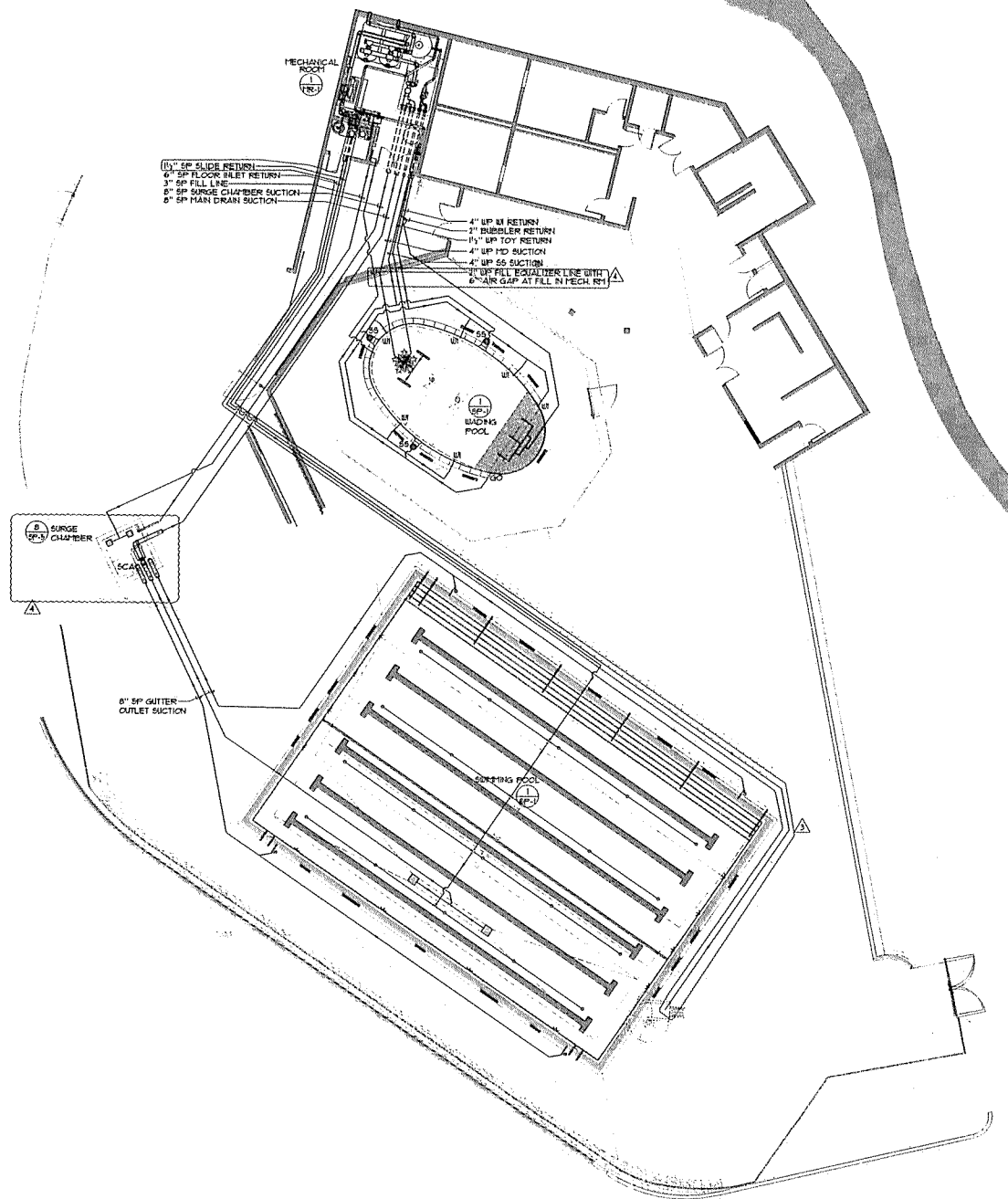
**SP-0**

### SWIMMING POOL DATA

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

### WADING POOL DATA

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



SITE PLAN

1/4" = 1'-0"



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

Job No. 20-016 10

Client  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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REV#	DATE	DESCRIPTION
1	1/20/21	ASSEMBLING

Sheet Title  
**SWIMMING POOL LAYOUT PLAN**

Date February 10, 2021  
Sheet No.

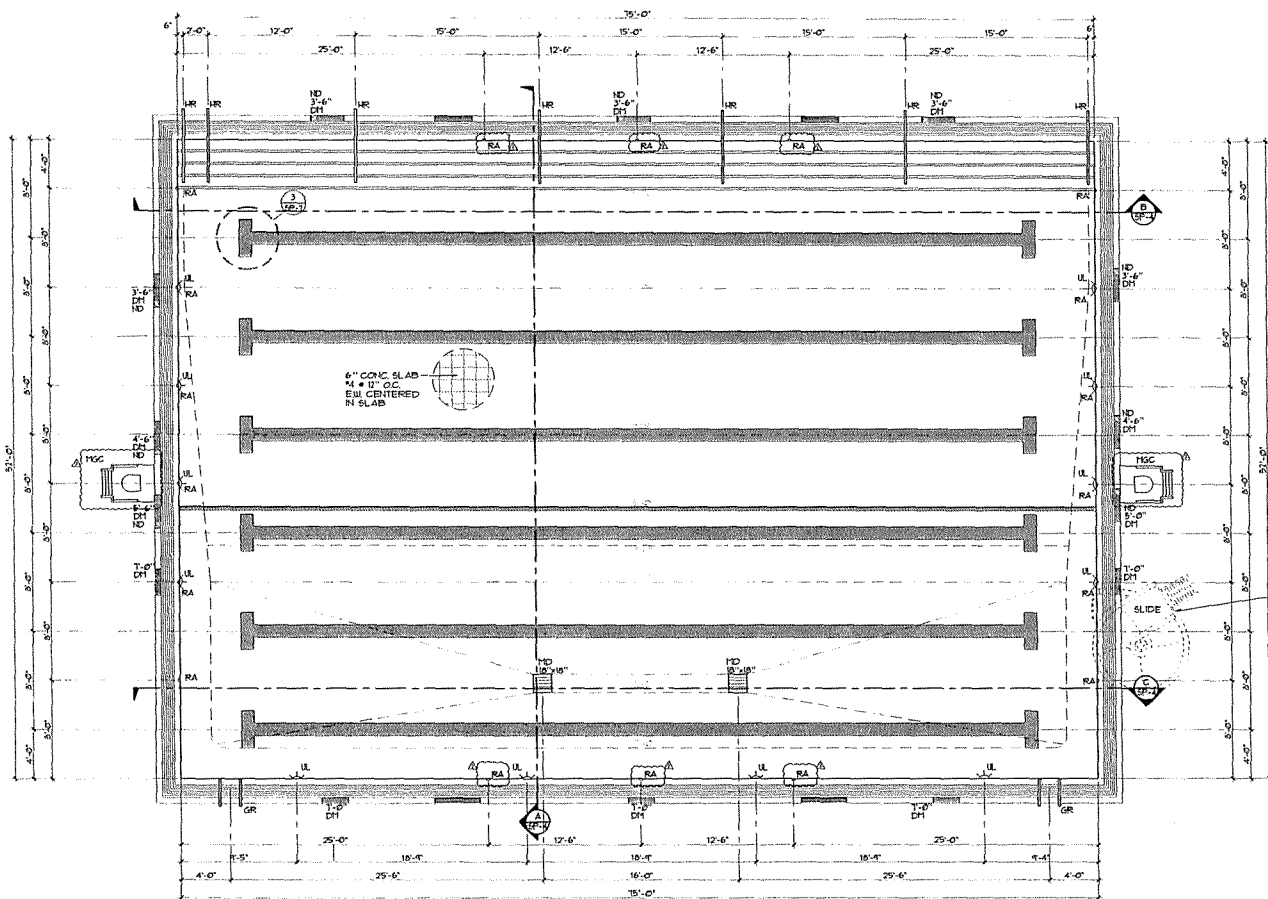


### SWIMMING POOL DATA

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

### LEGEND

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



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



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

Job No. 20-018 10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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

Sheet Title  
**SWIMMING POOL LAYOUT PLAN**

Date: February 10, 2021  
Sheet No:

**SP-2**

### LEGEND

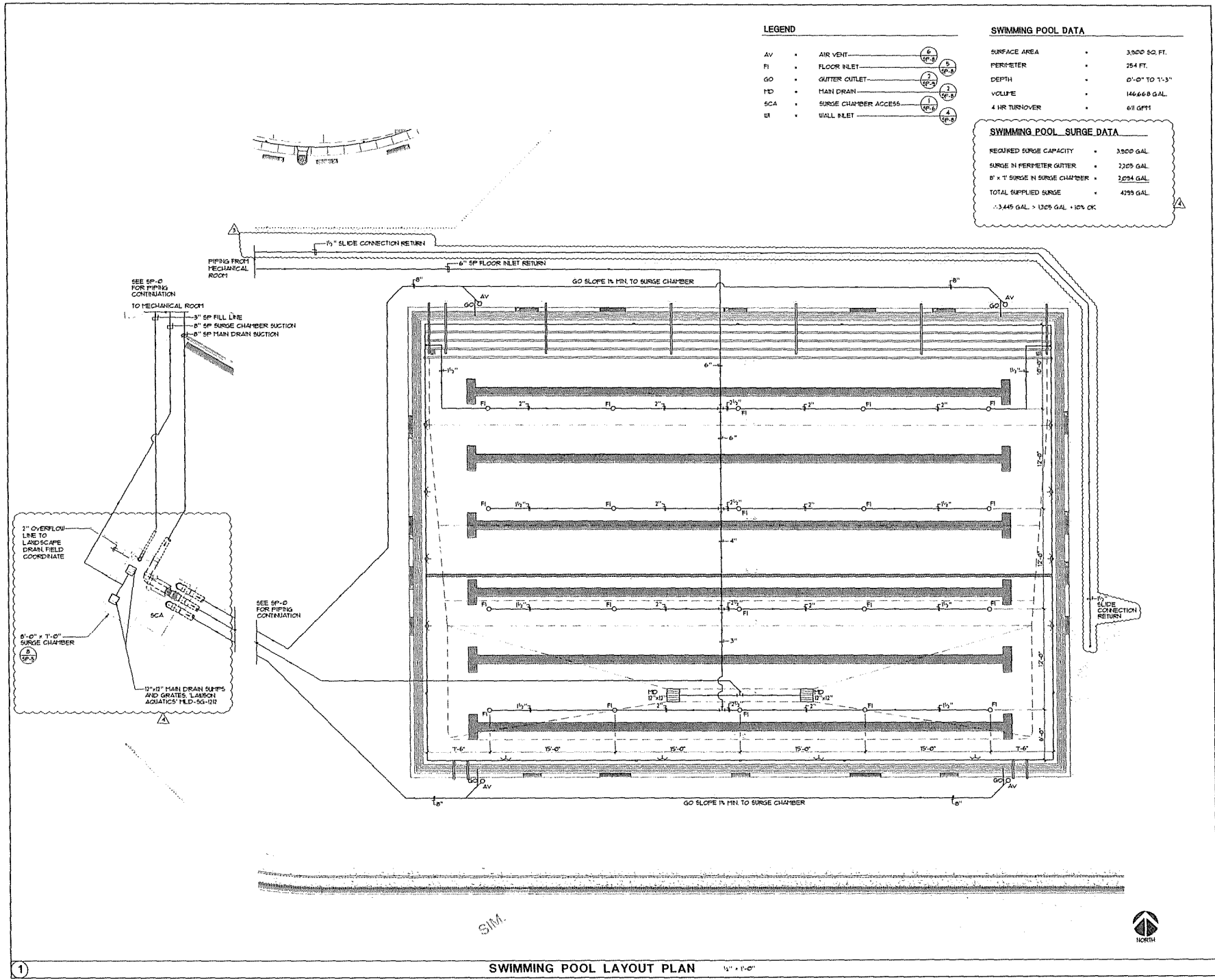
- AV = AIR VENT
- FI = FLOOR INLET
- GO = GUTTER OUTLET
- MD = MAIN DRAIN
- SCA = SURGE CHAMBER ACCESS
- WI = WALL INLET

### SWIMMING POOL DATA

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

### SWIMMING POOL SURGE DATA

- REQUIRED SURGE CAPACITY = 3500 GAL.
- SURGE IN PERIMETER GUTTER = 2209 GAL.
- 8" x 1" SURGE IN SURGE CHAMBER = 2624 GAL.
- TOTAL SUPPLIED SURGE = 4299 GAL.
- 13,445 GAL. > 13,265 GAL. = 18% OK



SIM.



**SWIMMING POOL LAYOUT PLAN**

1/2" = 1'-0"





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665 Lakeshore Blvd,  
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89451

Job No. 20-018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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REV#	DATE	DESCRIPTION
1	2/20/21	ADDITIONAL

Sheet Title  
**SWIMMING POOL LAYOUT PLAN**

Date: February 10, 2021  
Sheet No.

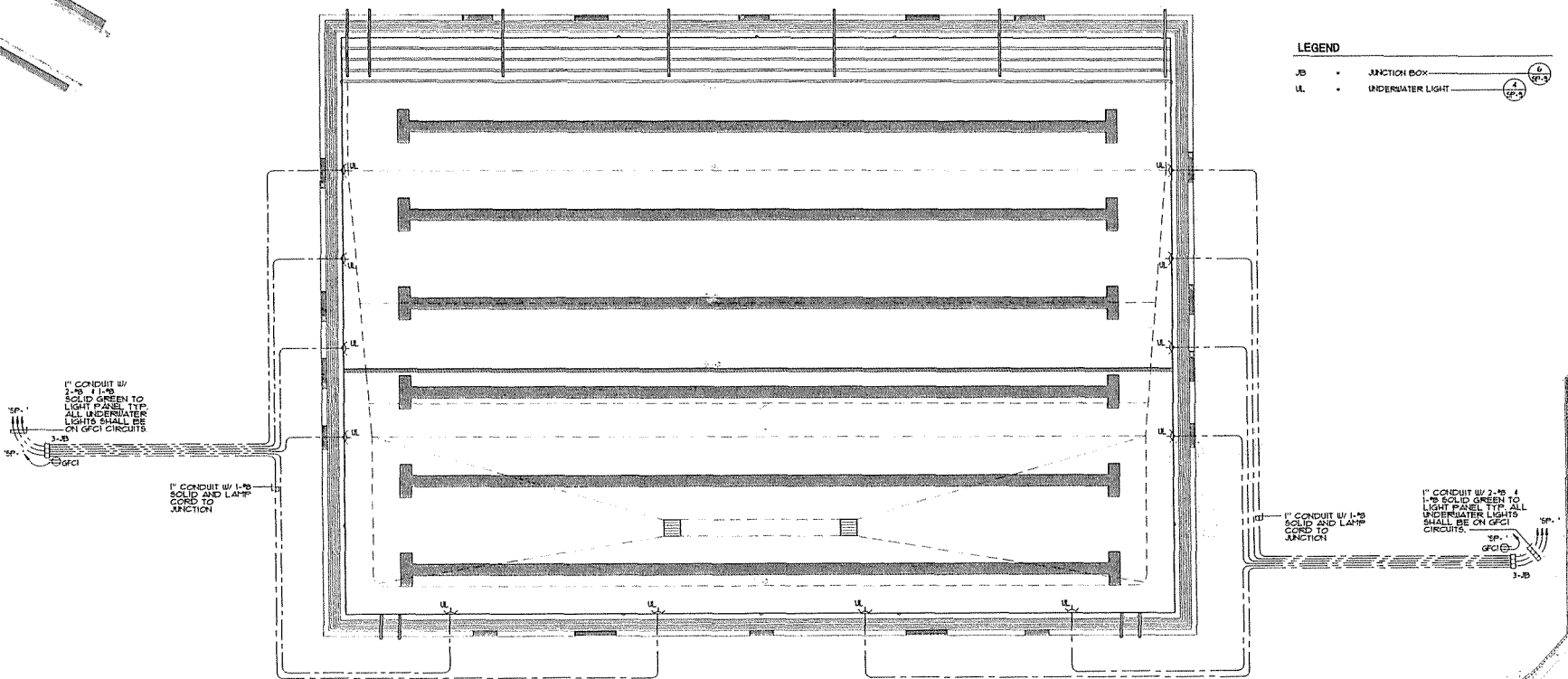


**SWIMMING POOL DATA**

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

**LEGEND**

JB	•	JUNCTION BOX	
UL	•	UNDERWATER LIGHT	



1" CONDUIT W/ 2-# 14-3 SOLID GREEN TO LIGHT PANEL. ALL UNDERWATER LIGHTS SHALL BE ON GFCI CIRCUITS

1" CONDUIT W/ 1-# SOLID AND 1-# LAMP GROUND TO JUNCTION

1" CONDUIT W/ 2-# 14-3 SOLID GREEN TO LIGHT PANEL. ALL UNDERWATER LIGHTS SHALL BE ON GFCI CIRCUITS

SIM



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



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 665 Lakeshore Blvd,  
 Incline Village, NV  
 89451

Job No: 20-016-10

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**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



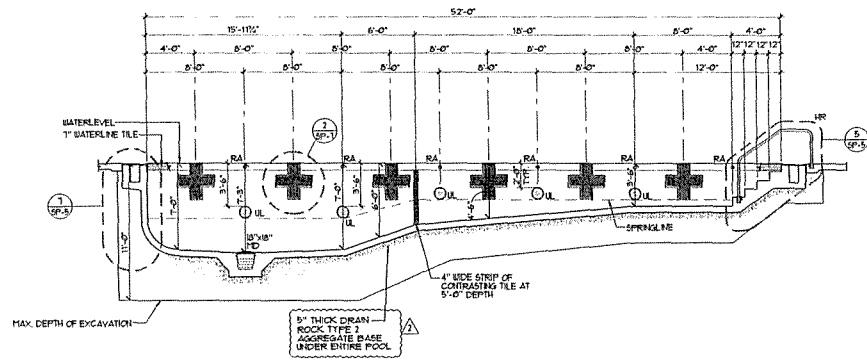
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REV#	DATE	REVISIONS	DESCRIPTION
1	1/20/21	ADDITION	
2	1/20/21	ADDITION	
3	1/20/21	ADDITION	
4	2/20/21	PLAN CHECK CORRECTIONS	

Sheet Title  
**SWIMMING POOL SECTIONS**

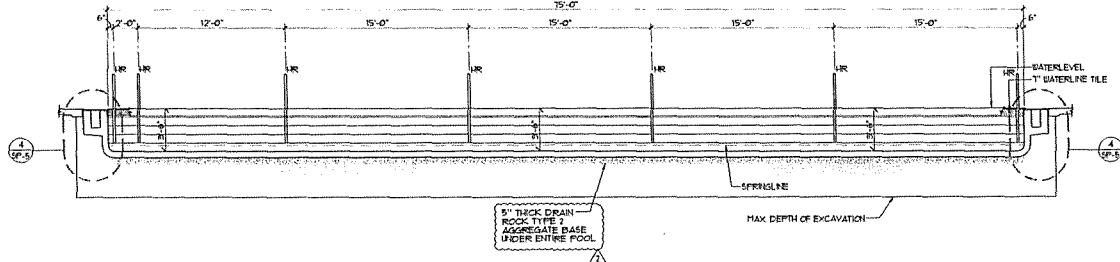
Date: February 10, 2021  
 Sheet No:

**SP-4**



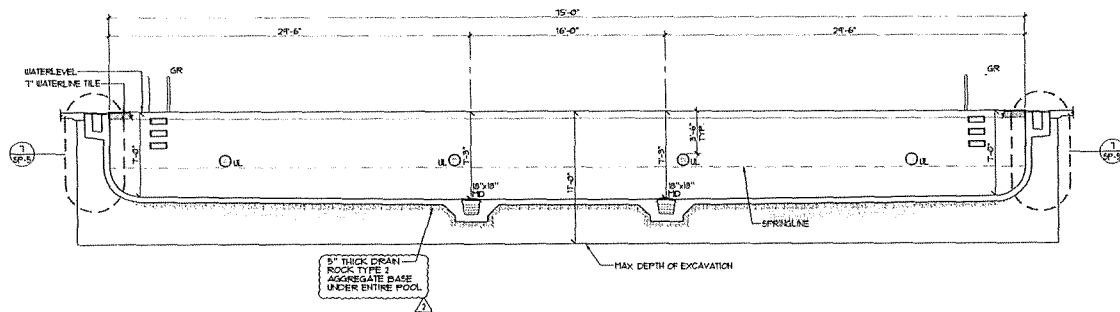
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SWIMMING POOL SECTION 1/4" = 1'-0"



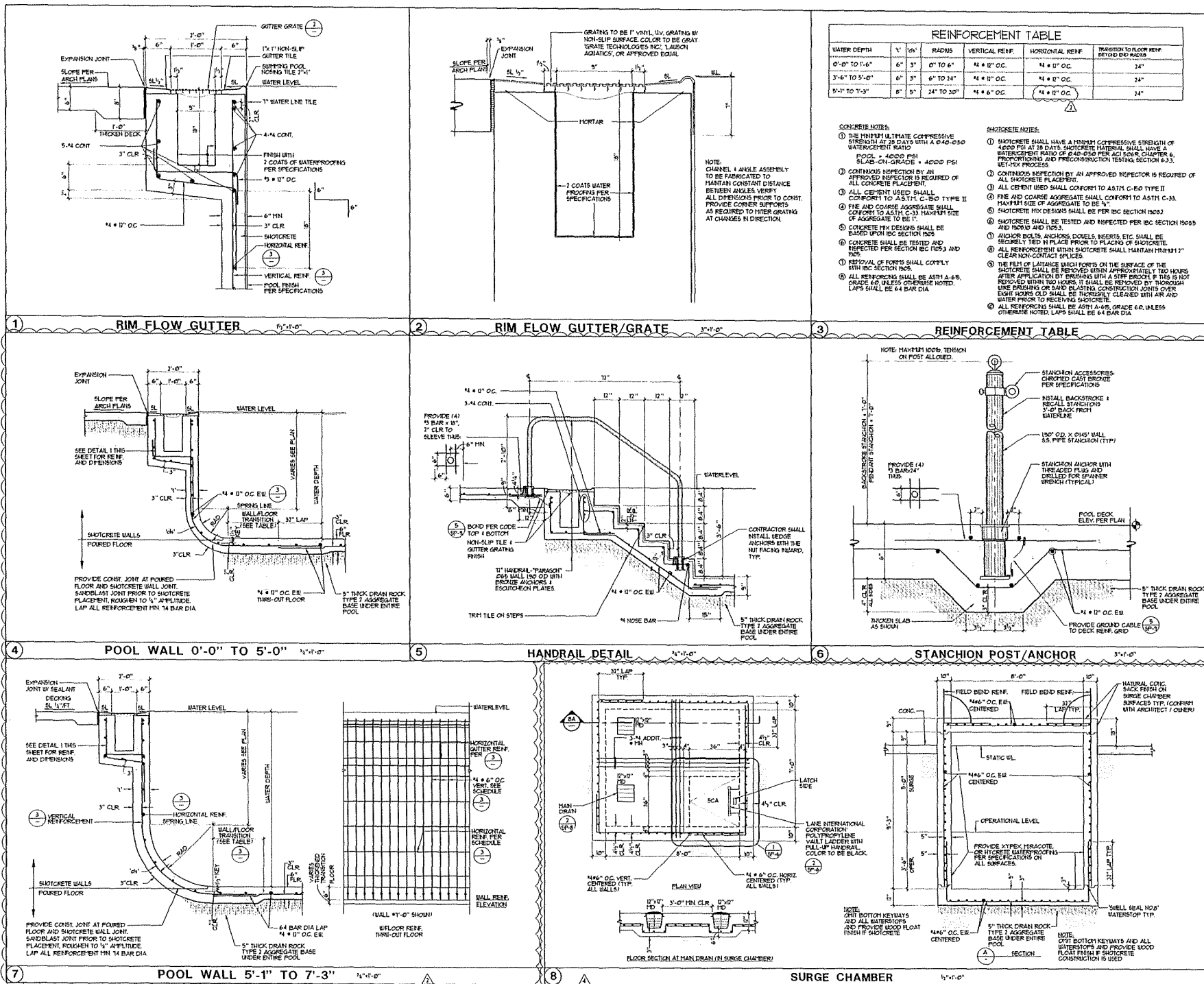
B

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



C

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



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

Job No. 20.018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



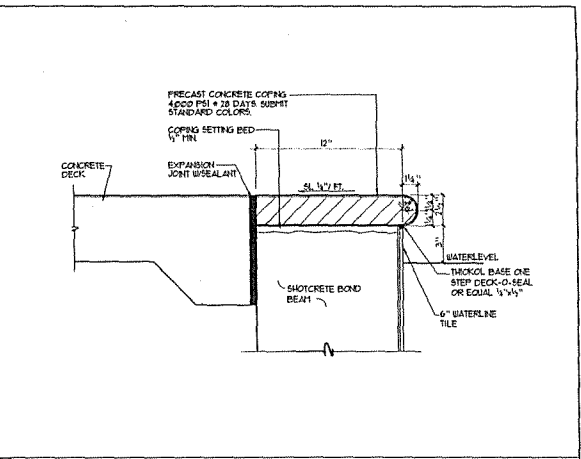
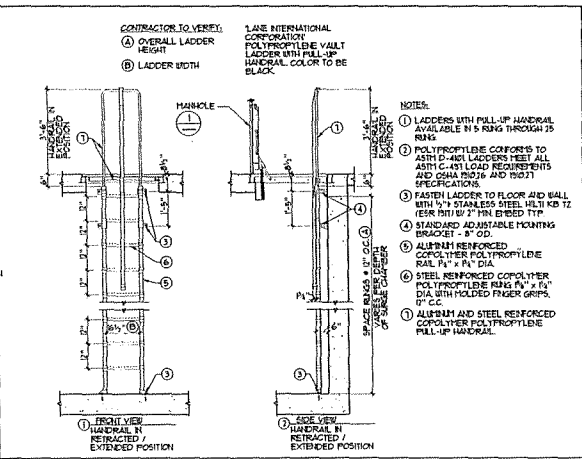
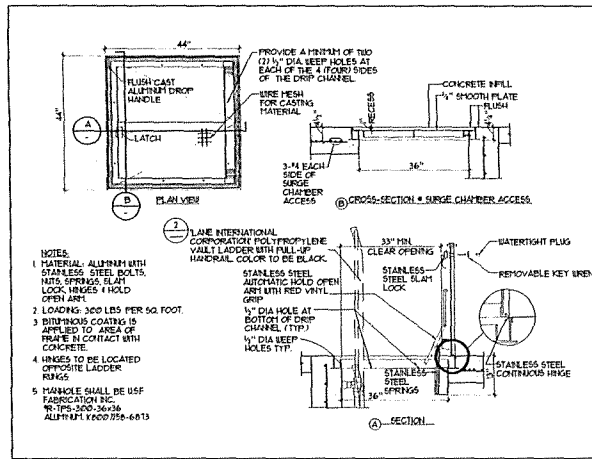
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REV#	DATE	REVISIONS	DESCRIPTION
1		3	ISSUE FOR PERMIT

Sheet Title  
**DETAILS**

Date: February 10, 2021  
Sheet No:

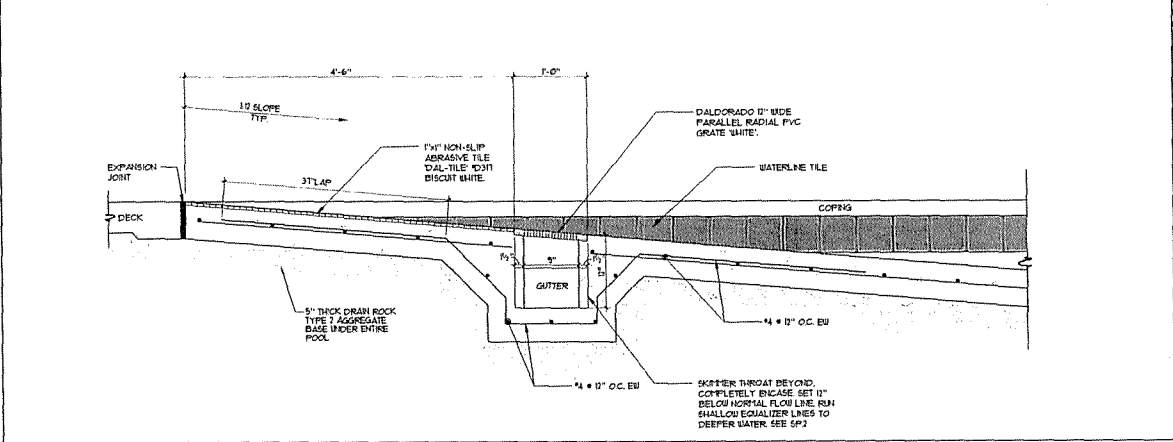
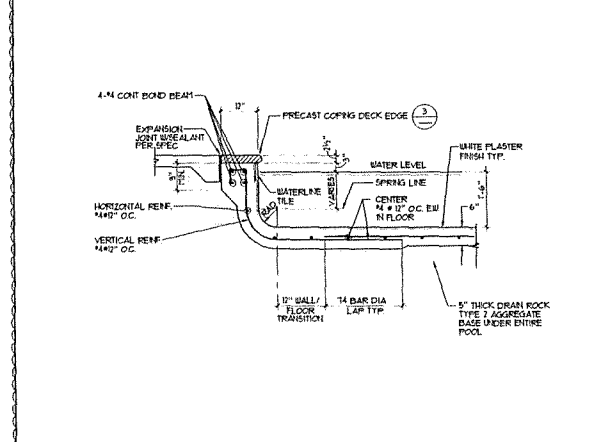
**SP-6**



1 SURGE CHAMBER ACCESS COVER 3/4" x 1'-0"

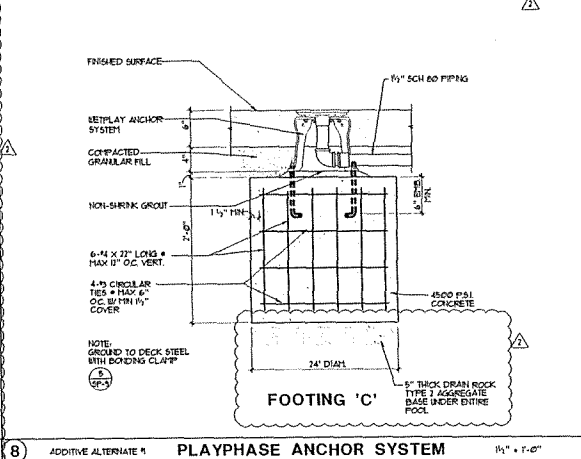
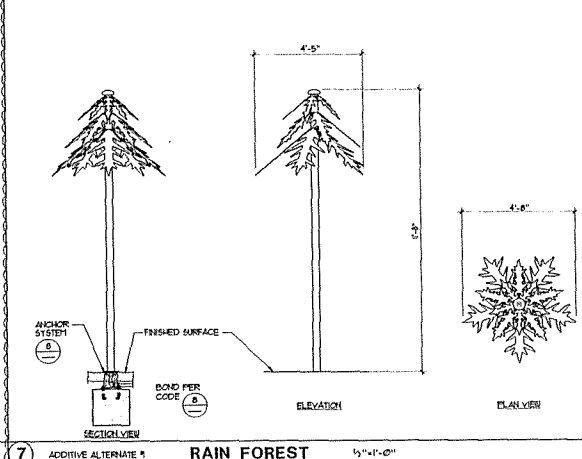
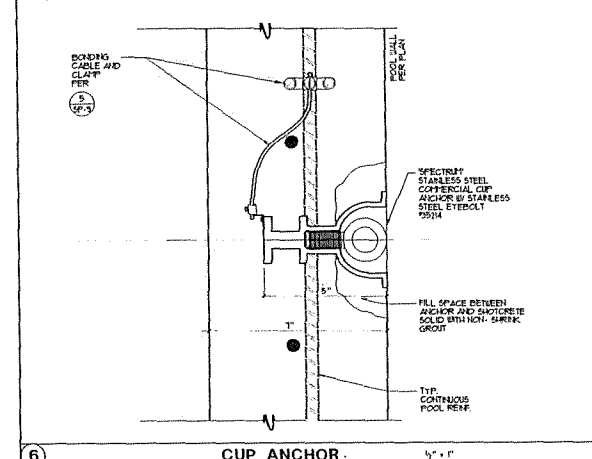
2 SURGE CHAMBER ACCESS LADDER 1 1/2" x 1'-0"

3 TYPICAL COPING EDGE DETAIL 3'-11"-0"



4 TYPICAL POOL WALL @ 1'-6" DEPTH 3'-11"-0"

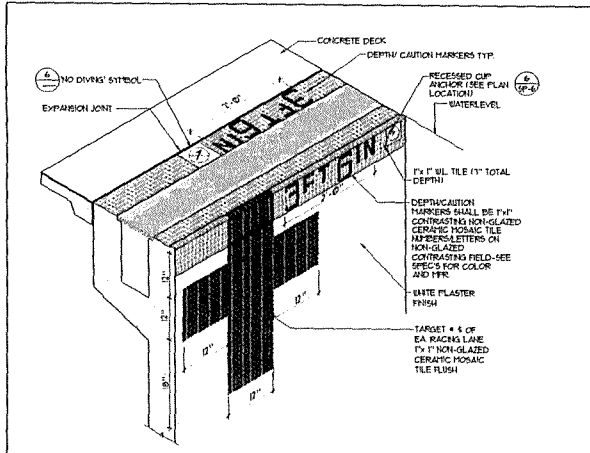
5 ZERO DEPTH ENTRY GUTTER DETAIL 1'-11"-0"



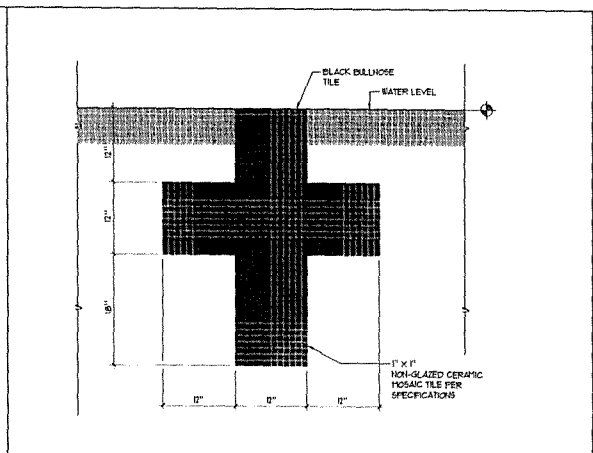
6 CUP ANCHOR 1/2" x 1'

7 ADDITIVE ALTERNATE #1 RAIN FOREST 1/2" x 1'-0"

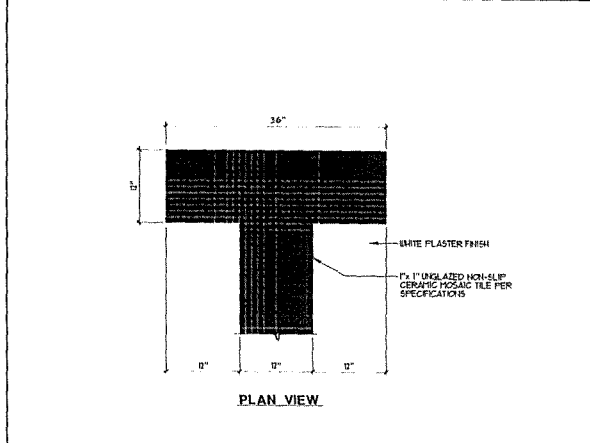
8 ADDITIVE ALTERNATE #1 PLAYPHASE ANCHOR SYSTEM 1/2" x 1'-0"



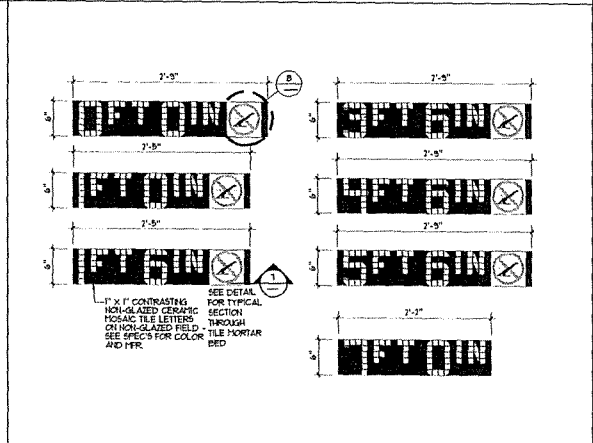
1 TYPICAL RIM FLOW GUTTER PERSPECTIVE NO SCALE



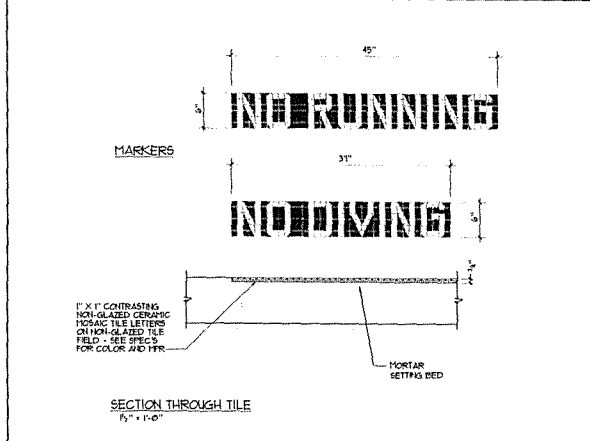
2 ACTIVITY POOL END WALL TARGET 1/2\"/>



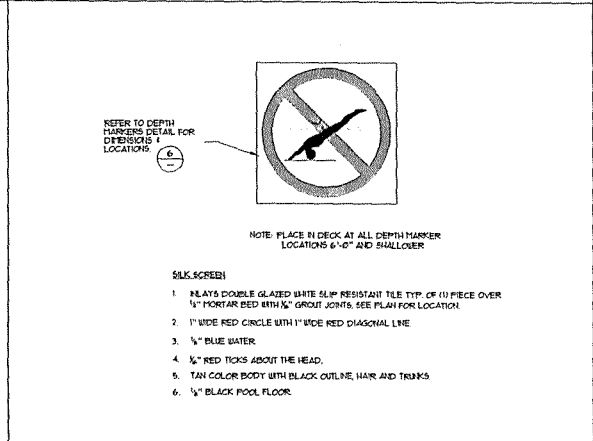
3 RACING LANE LINE 1/2\"/>



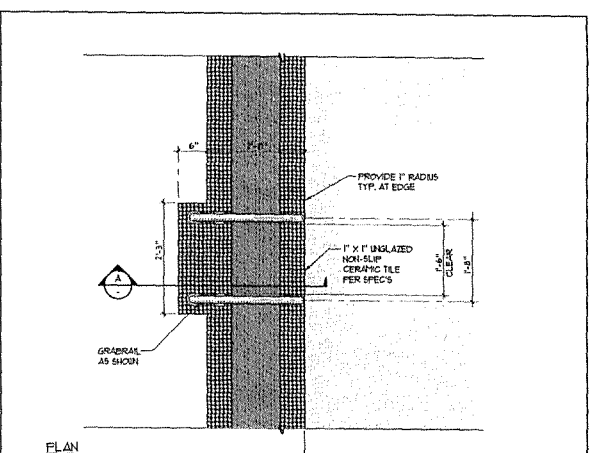
4 DEPTH MARKERS 1/2\"/>



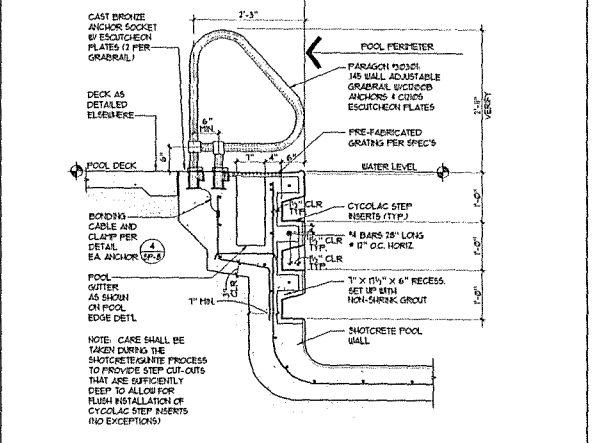
5 'NO RUNNING' / 'NO DIVING' MARKERS 1/2\"/>



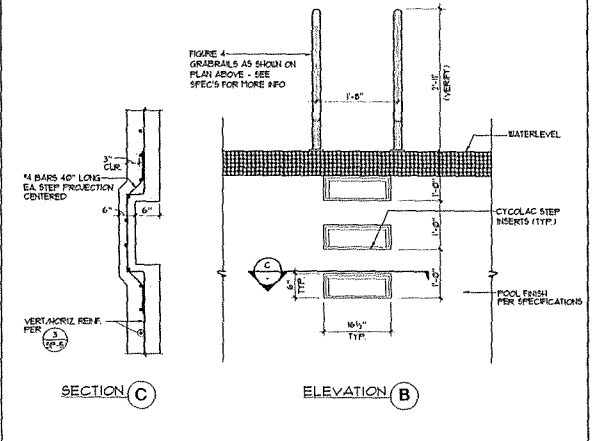
6 INTERNATIONAL 'NO DIVING' MARKER 3\"/>



7 GRABRAIL WITH STEPS 1\"/>



SECTION A



SECTION C ELEVATION B

**tsk**  
225 South Arlington Avenue, Suite A  
Reno NV 89501  
Phone: 775.857.2049  
www.tsk.com

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DESIGN GROUP  
225 South Arlington Avenue, Suite A, Carson City, NV 89401  
775.857.2049

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

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



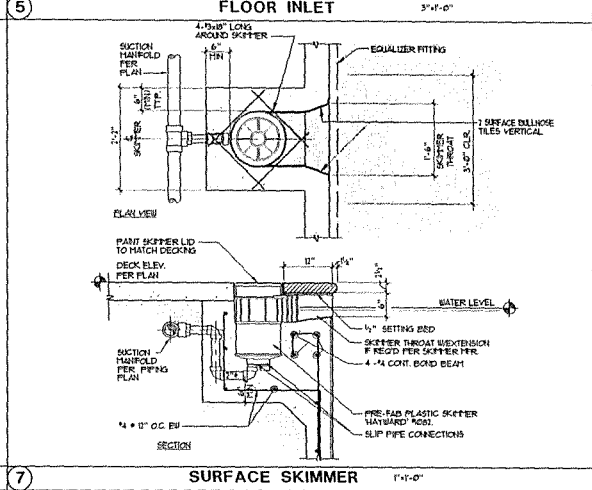
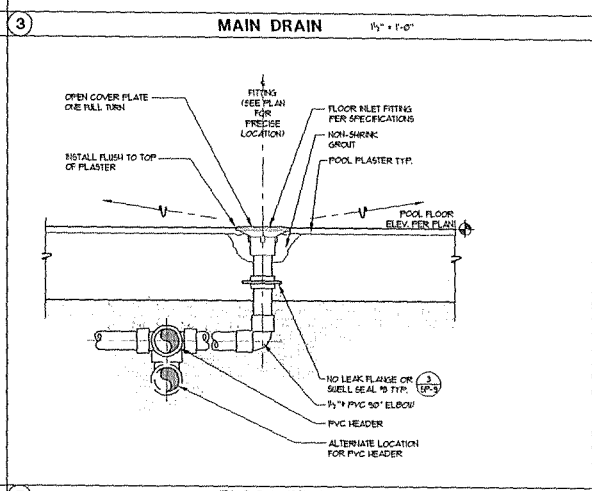
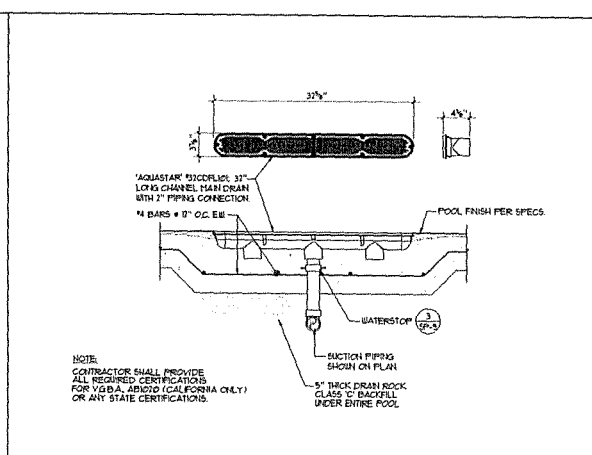
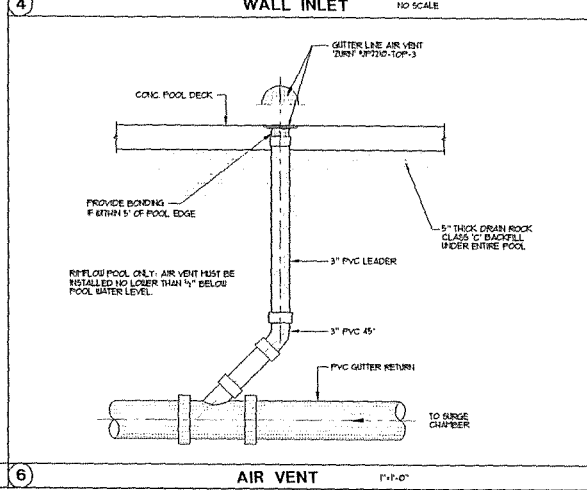
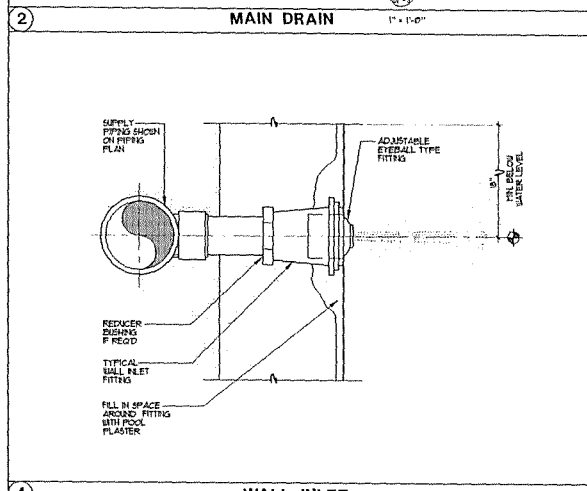
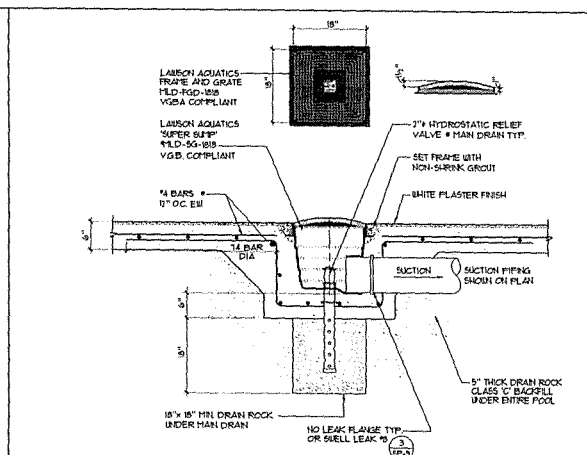
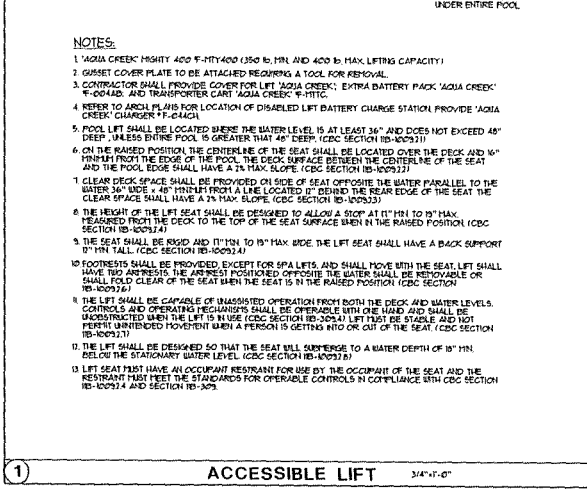
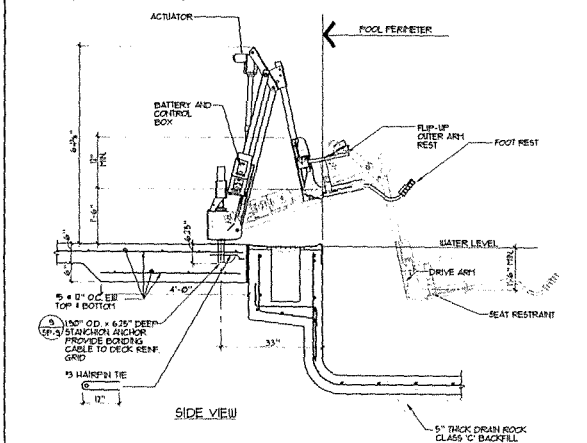
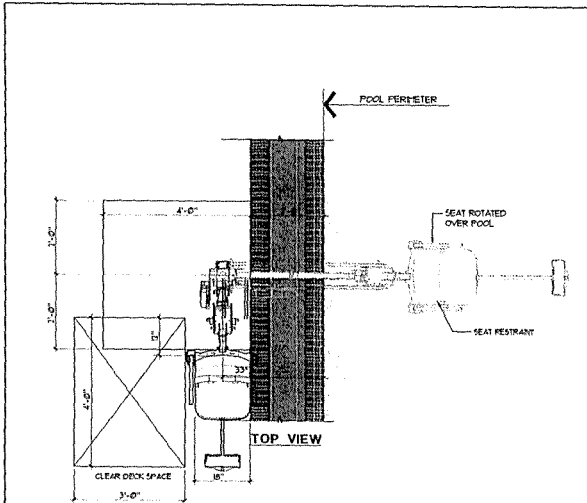
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REV	DATE	REVISIONS	DESCRIPTION
1	3/20/21	ADDENDUM 2	

Sheet Title  
**DETAILS**

Date: February 10, 2021  
Sheet No:

**SP-7**



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Contractor

**AQUATIC**  
DESIGN GROUP

3224 Farley Ave. Cathedral, CA 95008  
Aquatic@tsk.com  
707.438.8409

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Project

**BURNT CEDAR BEACH - POOL RECONSTRUCTION**

665 Lakeshore Blvd,  
Incline Village, NV  
89451

Job No 20-018.10

Owner

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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

Sheet Title

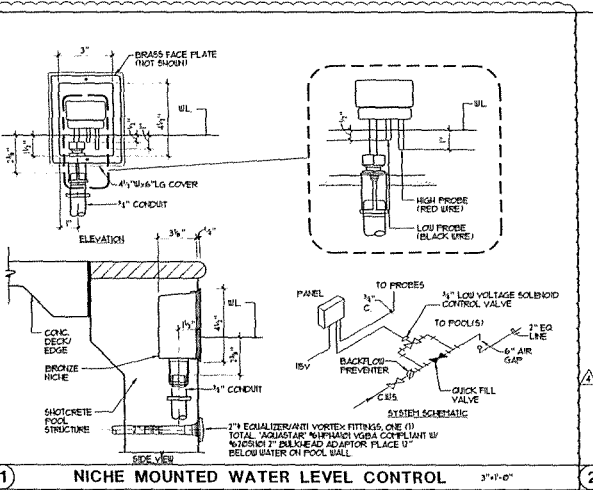
**DETAILS**

Date February 10, 2021

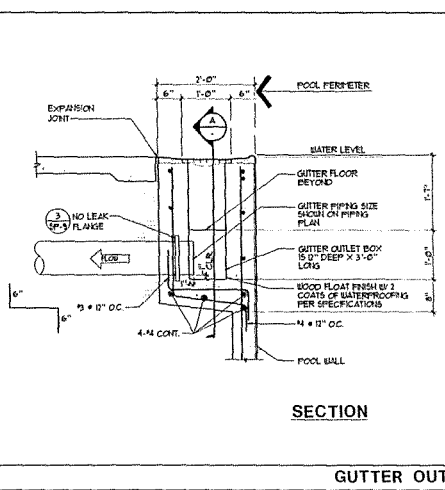
Sheet No.

**SP-8**

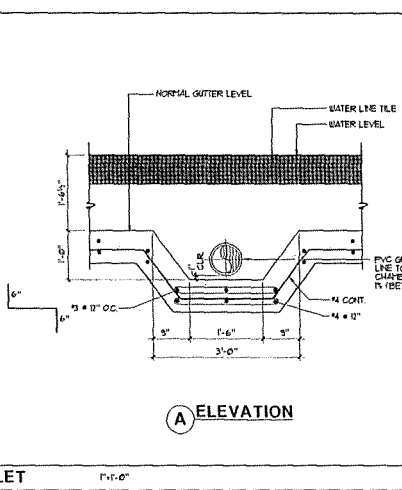
102



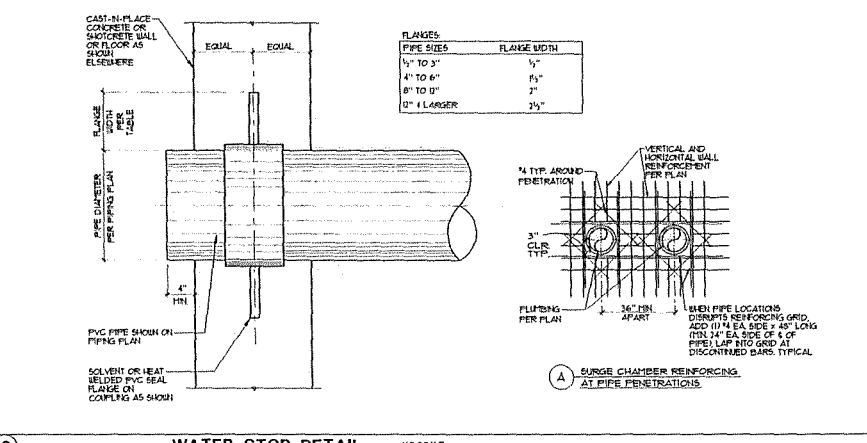
1 NICHE MOUNTED WATER LEVEL CONTROL 3'x1'-0"



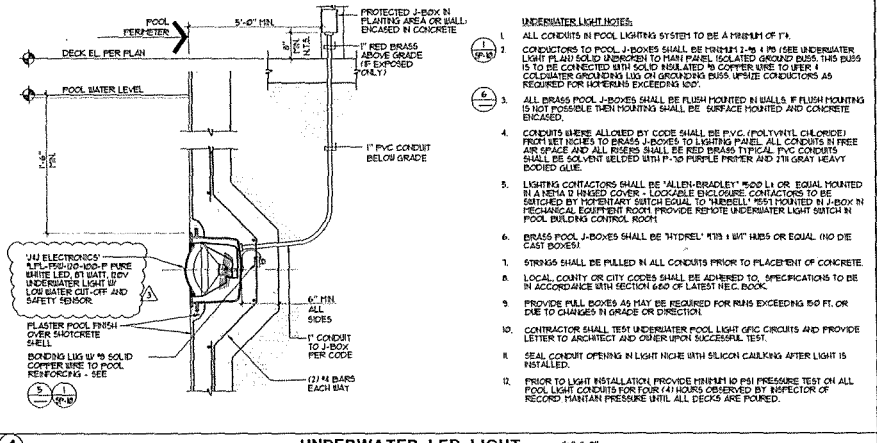
SECTION GUTTER OUTLET 1'-1'-0"



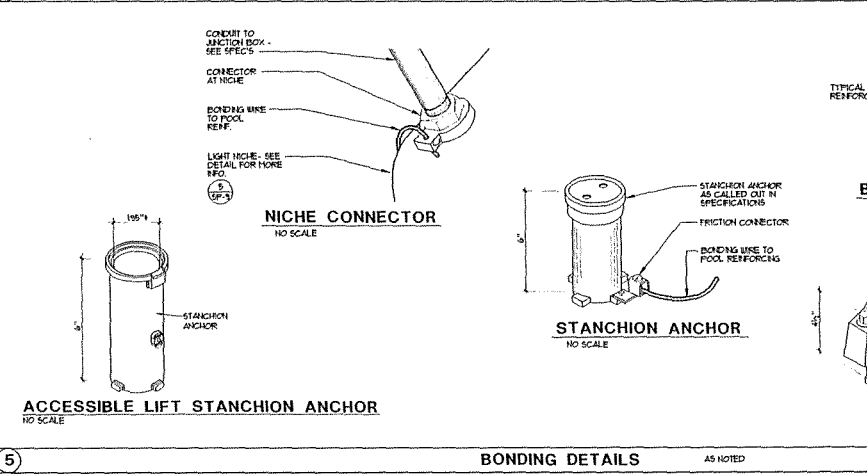
A ELEVATION



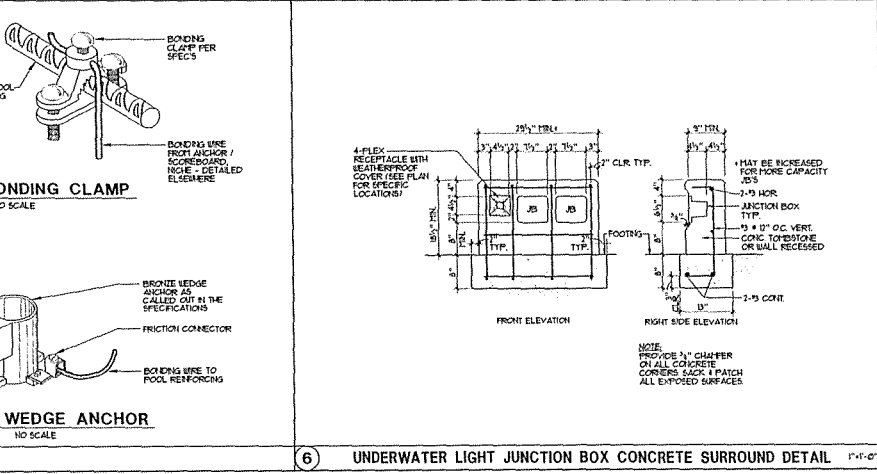
3 WATER STOP DETAIL NO SCALE



4 UNDERWATER LED LIGHT 1 1/2'x1'-0"



5 BONDING DETAILS AS NOTED



6 UNDERWATER LIGHT JUNCTION BOX CONCRETE SURROUND DETAIL 1'-1'-0"

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665 Lakeshore Blvd, Incline Village, NV 89451

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



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REV#	DATE	REVISIONS
1	03/01/2020	ISSUANCE
2	03/01/2020	ADDITION #2
3	03/01/2020	ADDITION #3
4	03/01/2020	PLAN CHECK CORRECTIONS

Sheet Title  
DETAILS

Date February 10, 2021  
Sheet No.

SP-9

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665 Lakeshore Blvd,  
Incline Village, NV  
89451

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

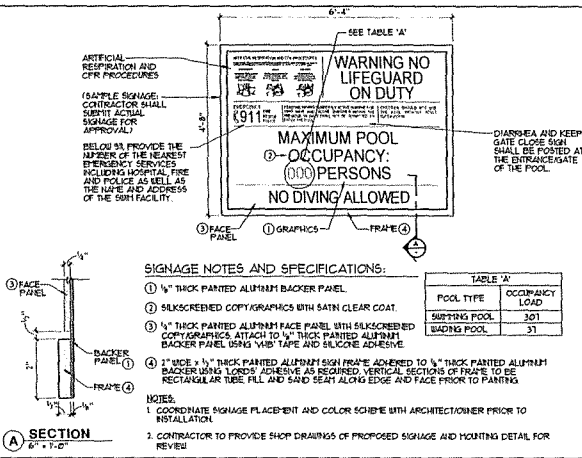
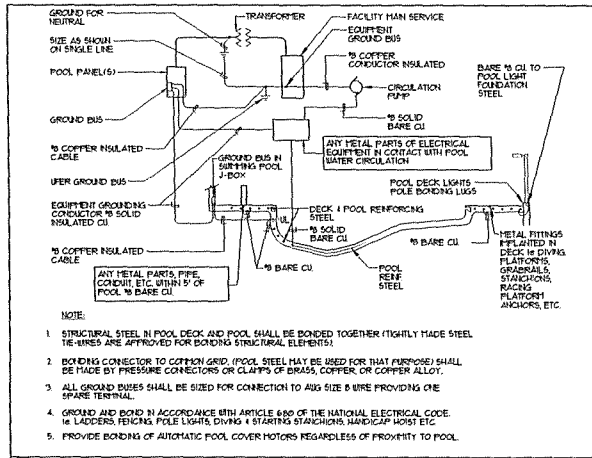


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REV	DATE	DESCRIPTION
1	10/20/21	ISSUED FOR PERMIT

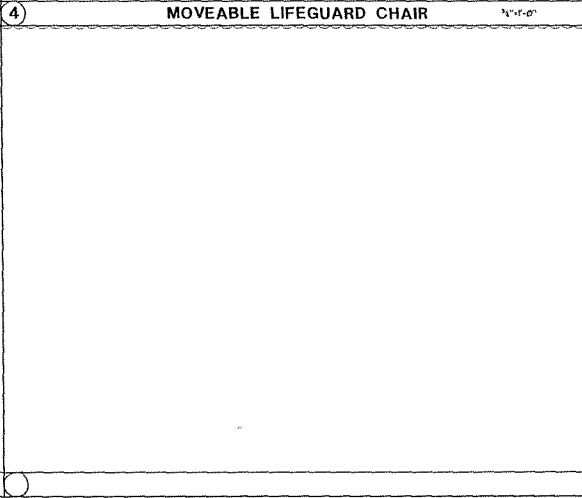
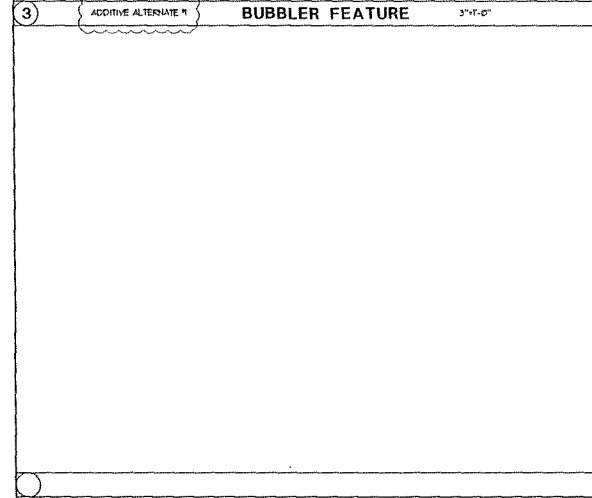
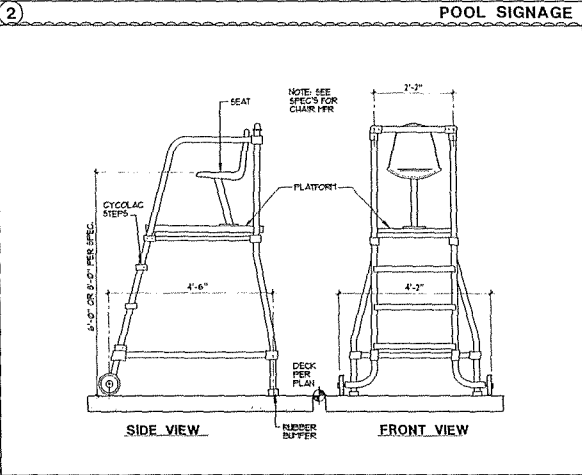
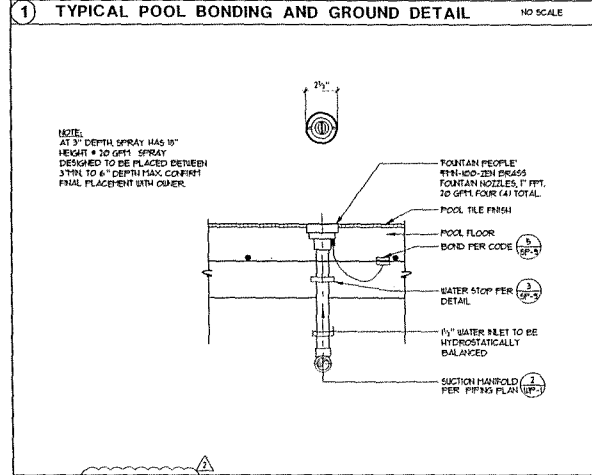
Sheet Title  
**DETAILS**

Date: February 10, 2021  
Sheet No.



**REQUIRED SIGNAGE:**

1. ALL SIGNS SHALL HAVE CLEARLY LEGIBLE LETTERS OR FIGURES NOT LESS THAN 4 INCHES HIGH UNLESS OTHERWISE NOTED. APPLIED TO A WALL, POLE, GATE, OR SIMILAR PERMANENT STRUCTURE IN A LOCATION VISIBLE TO ALL POOL USERS.
  - A. POOL USER CAPACITY SIGN: A SIGN SHALL INDICATE THE MAXIMUM NUMBER OF POOL USERS PERMITTED FOR EACH POOL.
  - B. NO DIVING SIGN: SIGNS SHALL BE POSTED IN CONSPICUOUS PLACES AND SHALL STATE "NO DIVING" AT POOLS WITH A MAXIMUM WATER DEPTH OF 6 FEET OR LESS.
  - C. NO LIFEGUARD SIGN: WHERE NO LIFEGUARD SERVICE IS PROVIDED, A WARNING SIGN SHALL BE POSTED: "STATING: 'NO LIFEGUARD ON DUTY.'" THE SIGN ALSO SHALL STATE IN LETTERS AT LEAST 1/4" HIGH "CHILDREN SHOULD NOT USE POOL WITHOUT ADULT SUPERVISION".
  - D. ARTIFICIAL RESPIRATION AND CPR SIGN: AN ILLUSTRATED DIAGRAM WITH TEXT AT LEAST 1/4" HIGH OF ARTIFICIAL RESPIRATION AND CPR PROCEDURES SHALL BE POSTED.
  - E. EMERGENCY SIGN: THE EMERGENCY TELEPHONE NUMBER OR THE NUMBER OF THE NEAREST EMERGENCY SERVICES AND THE NAME AND STREET ADDRESS OF THE POOL FACILITY SHALL BE POSTED.
2. WARNING SIGN FOR A SPA POOL: A WARNING SIGN FOR THE SPA POOLS SHALL BE POSTED STATING "CAUTION" AND SHALL INCLUDE THE FOLLOWING LANGUAGE IN LETTERS AT LEAST 1 INCH HIGH:
  1. BELIEVE I PERSONS, PREGNANT WOMEN, INFANTS AND THOSE WITH HEALTH CONDITIONS REQUIRING MEDICAL CARE SHOULD CONSULT WITH A PHYSICIAN BEFORE ENTERING THE SPA.
  2. CHILDREN SHOULD NOT USE SPA WITHOUT ADULT SUPERVISION.
  3. HOT WATER EXPOSURE WHILE UNDER THE INFLUENCE OF ALCOHOL, NARCOTICS, DRUGS, OR MEDICATIONS MAY LEAD TO SERIOUS CONSEQUENCES AND IS NOT RECOMMENDED.
  4. DO NOT USE ALONE.
  5. LONG EXPOSURE MAY RESULT IN HYPERHYPEREMIA, NAUSEA, DIZZINESS OR FARTING.
  6. EMERGENCY SHUT OFF: IN LETTERS AT LEAST ONE INCH HIGH A SIGN SHALL BE POSTED AT THE SPA EMERGENCY SHUT OFF SWITCH STATING "EMERGENCY SHUT OFF SWITCH".
  7. NO USE AFTER DARK: WHERE POOLS WERE CONSTRUCTED FOR WHICH LIGHTING WAS NOT REQUIRED, A SIGN SHALL BE POSTED AT EACH POOL ENTRANCE ON THE OUTSIDE OF THE GATE(S) STATING "NO USE OF POOL ALLOWED AFTER DARK".
3. KEEP CLOSED: A SIGN SHALL BE POSTED ON THE EXTERIOR SIDE OF GATES AND DOORS LEADING INTO THE POOL ENCLOSURE AREA STATING "KEEP CLOSED".
4. DANGER: A SIGN IN LETTERS AT LEAST 1 INCH HIGH AND IN A LANGUAGE OR DIAGRAM THAT IS CLEARLY STATED SHALL BE POSTED AT THE ENTRANCE AREA OF A PUBLIC POOL WHICH STATES THAT PERSONS HAVING CONCURRENTLY ACTIVE DIARRHEA OR WHO HAVE HAD ACTIVE DIARRHEA WITHIN THE PREVIOUS 14 DAYS SHALL NOT BE ALLOWED TO ENTER THE POOL WATER.
5. DIRECTION OF FLOW FOR THE RESCIRCULATION EQUIPMENT SHALL BE LABELED CLEARLY WITH DIRECTIONAL SYMBOLS SUCH AS ARROWS ON ALL PIPING IN THE EQUIPMENT AREA.
6. WHERE THE RESCIRCULATION EQUIPMENT FOR MORE THAN ONE POOL IS LOCATED ON SITE, THE EQUIPMENT SHALL BE MARKED AS TO WHICH POOL THE SYSTEM SERVES.
7. VALVES AND PIPING LINES SHALL BE LABELED CLEARLY WITH THE SOURCE OR DESTINATION DESCRIPTIONS.





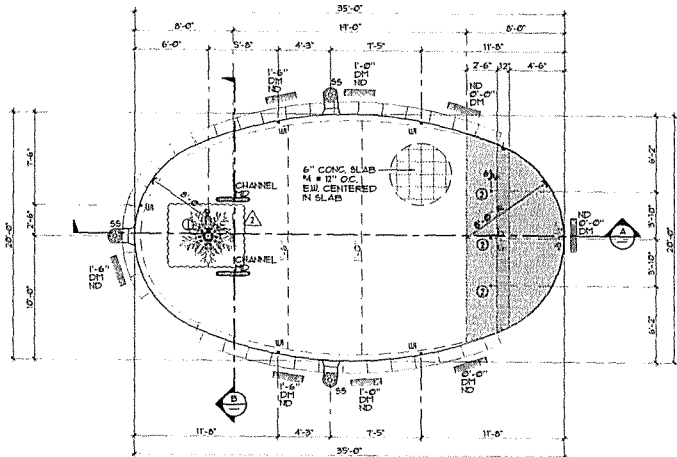
**WADING POOL DATA**

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

**LEGEND**

DM1	•	DEPTH MARKER	④	④
ND	•	NO DIVING SYMBOL	⑥	⑥
MD	•	MAIN DRAIN	③	③
WI	•	WALL INLET	②	②
SS	•	SURFACE SKITTER	①	①

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



WADING POOL LAYOUT PLAN

1/4" = 1'-0"

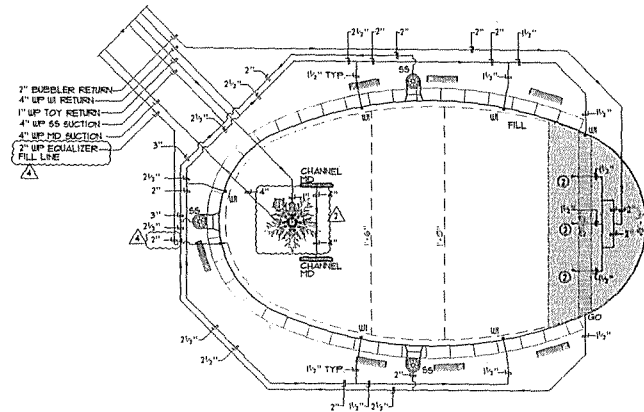
**WADING POOL DATA**

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

**LEGEND**

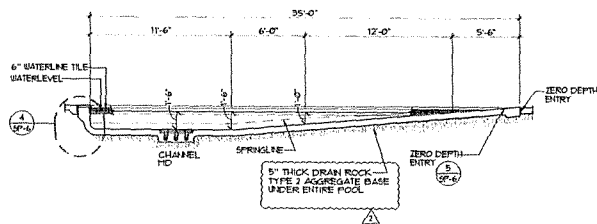
MD	•	MAIN DRAIN	③	③
WI	•	WALL INLET	②	②
SS	•	SURFACE SKITTER	①	①

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



WADING POOL ENLARGED PIPING PLAN

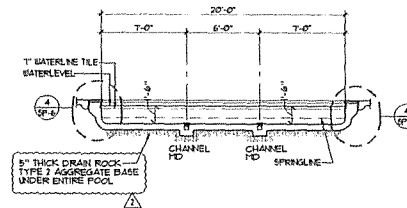
1/4" = 1'-0"



A

WADING POOL SECTION

1/4" = 1'-0"



B

WADING POOL SECTION

1/4" = 1'-0"



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

Job No: 20-018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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REV	DATE	REVISIONS
1	4/20/21	ADDITIONAL
2	5/20/21	ADDITIONAL
3	6/20/21	ADDITIONAL
4	4/20/21	PLAN CHECK CONNECTIONS

Sheet Title  
**WADING POOL LAYOUT PLAN, PIPING PLAN AND SECTIONS**

Date: February 10, 2021

Sheet No:

**WP-1**

105

**EQUIPMENT LIST**

- 1 SWIFTING POOL CIRCULATION PUMP, PACO #C05-1, 4"5/8" TYPE 1C END SUCTION CENTRIFUGAL PUMP, 160 RPM, 200V, 3PH, 1/2 HP, 1150 GPM @ 50 FT TDH, 87.5% EFFICIENT, PREMIUM EFFICIENCY TECO MOTOR, EPDM GASKET ALL MET SURFACES, PACO, VARIATOR OR EQUAL, 1160 BRL, 5/8" BORE FLEXIBLE PUMP CONTROL SYSTEM VARIABLE SPEED DRIVE MODEL 5PFC05058A SYSTEM 14.6"X13.3" DEEP, COORDINATE MOUNTING LOCATION TO HANTAN DESIRED CLEARANCES, 460V 3PH, 1150 BRL
- 2 WADING POOL CIRCULATION PUMP, PENTAIR 3K-20 W/HERFLOV PUMP, 208-230V 3PH 5HP, SELF PRIMING PUMP, 1450 RPM RATED AT 70 GPM AT 60 FT TDH WITH INTEGRAL STRAINER ONE (1) TOTAL, 10 BRL TDH, 87.5% EFFICIENT, PREMIUM EFFICIENCY TECO MOTOR, EPDM GASKET ALL MET SURFACES, PACO, VARIATOR OR EQUAL, 1160 BRL, 5/8" BORE FLEXIBLE PUMP CONTROL SYSTEM VARIABLE SPEED DRIVE MODEL 5PFC05058A SYSTEM 14.6"X13.3" DEEP, COORDINATE MOUNTING LOCATION TO HANTAN DESIRED CLEARANCES
- 3 SWIFTING POOL FILTERS, ECG SYSTEMS 6017 4010-0206-T-1 AUTOMATIC FILTER CONTROL, (A) FULLY AUTOMATIC IN-RATE PERMANENT MEDIA FILTER WITH 41 SQ. FT. OF FILTER AREA RATED AT 630 GPM AT 20 GPM TDH, COMPLETE WITH 8" FACE RINGS, (B) BACKWASH ELECTRICAL PACKAGE PROVIDE ALL UTILITIES, VALVES, 1160 BRL, 5/8" BORE, STARS 55 SERIES, OR EQUAL, PROVIDE 1/2" GAS CONNECTIONS WITH 1/2" EQUALIZER LINE WITH 1/2" AIR GAP IN EACH ROOM
- 4 WADING POOL FILTER, FLUIDRA ASTRAL 0668 IN-RATE PERMANENT MEDIA FILTERS WITH 14.6 SQ. FT. OF FILTER AREA RATED AT 265 GPM AT 16 GPM TDH, COMPLETE WITH 4" PRE-MANUFACTURED MULTI-PORT VALVE, AND 4" BACKWASH PROVIDE ALL UTILITIES, PIPING, VALVES, ETC. ONE (1) TOTAL, (3) 30 BRL
- 5 SWIFTING POOL HEATERS, HAMILTON ENGINEERS' EVO 14M 529 DOUBLE INDOOR FIRED POOL HEATING PACKAGE SYSTEM, WITH DIGITAL CONTROL, CONDENSING MODULATING BOILER, 381.55 HEAT EXCHANGER WITH CPVC CONNECTIONS, FACTORY ASSEMBLED SKID MOUNTED PACKAGE, CALIFORNIA CODE CONTROLS, 1" NATURAL GAS CONNECTION, 1" WATER CONNECTIONS, 3/4" FLUE TO ATMOSPHERE, 100,000 BTU PER HOUR INPUT, 95% EFFICIENT, HEIGHT = 76.0 IN, EACH TWO (2) TOTAL
- 6 WADING POOL HEATER, HAMILTON ENGINEERS' EVO 14M 170 INDOOR FIRED POOL HEATING PACKAGE SYSTEM, WITH DIGITAL CONTROL, CONDENSING MODULATING BOILER, 381.55 HEAT EXCHANGER WITH CPVC CONNECTIONS, FACTORY ASSEMBLED SKID MOUNTED PACKAGE, CALIFORNIA CODE CONTROLS, 1" NATURAL GAS CONNECTION, 1" WATER CONNECTIONS, 3/4" FLUE TO ATMOSPHERE, 100,000 BTU PER HOUR INPUT, 95% EFFICIENT, HEIGHT = 75 IN, EACH ONE (1) TOTAL
- 7 SWIFTING POOL WATER CHEMISTRY CONTROLLER, PROVIDE PRO-ACCUTAB POWERBASE CHLORINATION UNIT 1500, 25.4" DIA, 18" HIGH, 1160 BRL, 5/8" BORE, OUTPUT COMPLETE WITH 1/2" BOOSTER PUMP, PIPING, VALVING AND VENTURI INJECTION TWO (2) SYSTEM TOTAL
- 8 SWIFTING POOL WATER CHEMISTRY CONTROLLER, PROVIDE ONE (1) DEDICATED ETHERNET LINE FOR BECS' BECS3/15-RECS3/2500, PROVIDE WATER CHEMISTRY CONTROLLER, PROVIDE COMPLETE SYSTEM CONTROL PACKAGE, BECS3/ OR APPROVED EQUAL, ONE (1) TOTAL
- 9 WADING POOL WATER CHEMISTRY CONTROLLER, PROVIDE ONE (1) DEDICATED ETHERNET LINE FOR BECS' BECS3/15-RECS3/2500, PROVIDE WATER CHEMISTRY CONTROLLER, PROVIDE COMPLETE SYSTEM CONTROL PACKAGE, BECS3/ OR APPROVED EQUAL, ONE (1) TOTAL
- 10 SWIFTING POOL FILL SYSTEM, 3" YLA-VAL' FILL SYSTEM TO INCLUDE 3" YLA-VAL' SOLENOID CONTROL VALVE 1/4" O.D., 3" DUCT IRON EPOXY COATED BODY WITH CAST IRON DISC RETAINER AND DIAPHRAGM WASHER, BRONZE TRIM FLANGED GLOBE PATTERN BODY AT 42" MAX. HEIGHT, 1/2" EQUALIZER LINE WITH 1/2" AIR GAP IN EACH ROOM, ONE (1) TOTAL
- 11 WADING POOL FILL SYSTEM, NOISE MOUNTED TEST MODEL L24-46 WALL MOUNTED SENSOR UNIT WITH TEST L24-100A, 1/2" I.D. LISTED CONTROL PANEL, SOLID VALVES, ETC. WADING POOL, 1" FILL INTO 2" EQUALIZER LINE WITH 1/2" AIR GAP IN EACH ROOM, ONE (1) TOTAL
- 12 FILL PITS, 8'-6" X 6'-6" X 2'-0" DEEP, PROVIDE WATERPROOFING PER SPECIFICATIONS, HOODY EXISTING PUMP FIT TO NEW DIMENSIONS
- 13 BACKWASH, PROVIDE CONNECTION TO EXISTING BACKWASH PIPE WITH CONNECTIONS TO 6" P-TRAP OUTLET TO WASTE. CONNECTION SHALL VERIFY AIR GAP IN SYSTEM, ENSURE NO BACKFLOW OR DIRECT CONNECTION TO SEWER.
- 14 ELECTRICAL, ALL ELECTRICAL WIRING CONDUIT, PANEL(S) STARTER/DISCONNECT INTERCONNECTS, ETC. AS REQUIRED FOR PROPER EQUIPMENT INSTALLATION PER MANUFACTURER'S RECOMMENDATIONS BY ELECTRICAL CONTRACTOR. COORDINATE ALL WORK WITH OTHER TRADES. PANELS SHALL BE STAINLESS STEEL.
- 15 TELEVISION SHOWER TO REMAIN.
- 16 LIGHTING CONTRACTOR PANEL, ALLEN BRADLEY #C0L, OR APPROVED EQUAL, PANEL SHALL BE MOUNTED IN A NEMA 12 WIPED COVER - LOCATIONS INCLUDING CONTRACTORS TO BE SWITCHED BY INCIDENTARY SWITCH EQUAL TO MARBLELL #051 MOUNTED IN J-BOX IN MECHANICAL EQUIPMENT ROOM REFER TO ELECTRICAL PLANS FOR LOCATION OF COVER COORDINATED REPORT UNDERWATER LIGHT SWITCH, PANEL SHALL BE STAINLESS STEEL.
- 17 FLOWMETER, BLUE/WHITE #-300, WADING POOL, 4" NSF 50 LISTED, ONE (1) TOTAL.

**MECHANICAL ANCHORAGE (TESTING BY OWNER)**

- 1 EXPANSION OR WEDGE ANCHORS INTO CONCRETE, HLLT HLT 1Z (ICC ESR-107) OR SIMPSON STRONG BOLT (ICC ESR-110) TO BE INSTALLED IN ACCORDANCE WITH ICC REPORT AND MANUFACTURER'S RECOMMENDATIONS.
- 2 EXPANSION OR WEDGE ANCHORS INTO MASONRY, HLLT HLT 1Z (ICC ESR-107) OR SIMPSON WEDGE-ALL (ICC ESR-156) TO BE INSTALLED IN ACCORDANCE WITH ICC REPORT AND MANUFACTURER'S RECOMMENDATIONS.
- 3 UNDERLIFT ANCHORS INTO CONCRETE, HLLT HLT 1Z (ICC ESR-107) OR SIMPSON HLT-1 (ICC ESR-146) TO BE INSTALLED IN ACCORDANCE WITH ICC REPORT AND MANUFACTURER'S RECOMMENDATIONS.
- 4 HEAVY DUTY SLEEVE ANCHORS INTO CONCRETE, HLLT HLT 3 (ICC ESR-149) TO BE INSTALLED IN ACCORDANCE WITH ICC REPORT AND MANUFACTURER'S RECOMMENDATIONS.
- 5 FASTENERS SHALL BE STAINLESS STEEL FOR EXTERIOR USE OR WHEN EXPOSED TO WEATHER, PROVIDE GALVANIZED CARBON STEEL ANCHORS AT OTHER LOCATIONS, UNLESS OTHERWISE NOTED.
- 6 IF REINFORCEMENT IS ENCOUNTERED DURING DRILLING, ABANDON AND MARK THE HOLE LOCATION TO AVOID THE REINFORCEMENT PROVIDE A MINIMUM OF 2 ANCHOR DIAMETERS OR 1 INCH UNLESS OTHERWISE NOTED. IF SOFT CONCRETE BETWEEN THE DRILL AND THE ANCHORED HOLE, FILL THE ANCHORED HOLE WITH NON-SHRINK GROUT. IF THE ANCHOR OR DOGEL MAY NOT BE SHIFTED AS NOTED ABOVE, THE STRUCTURAL ENGINEER WILL DETERMINE A NEW LOCATION.
- 7 LOCATE REINFORCEMENT AND CONFIRM FINAL ANCHOR LOCATIONS PRIOR TO FABRICATING PLATES, MEMBERS, OR OTHER STEEL ASSEMBLIES ATTACHED WITH MECHANICAL ANCHORS.
- 8 ANCHORS SHALL BE PROOF-TESTED BY OWNER'S TESTING AND INSPECTION AGENCY.
- 9 TEST ANCHORS NO SOONER THAN 24 HOURS AFTER INSTALLATION. TESTING WILL BE DONE BY OWNER AS NEEDED.
- 10 APPLY TEST LOAD BY ANY METHOD THAT WILL EFFECTIVELY MEASURE THE TENSION OF THE ANCHOR SUCH AS DIRECT FILL WITH A HYDRAULIC JACK, TORQUE WRENCH OR CALIBRATED SPRING LOADING DEVICES, ETC.
- 11 REACTION LOADS FROM TEST FIXTURES MAY BE APPLIED CLOSE TO THE ANCHOR BEING TESTED, PROVIDED THE ANCHOR IS NOT RESTRAINED FROM WITHDRAWING BY A BASE PLATE OR OTHER FIXTURE. IF RESTRAINT IS FOUND, LOOSEN AND SHUT OR REMOVE THE FIXTURE PRIOR TO TESTING.
- 12 UNLESS OTHERWISE NOTED, PROVIDE MINIMUM EMBEDMENT OF ANCHORS AS SHOWN IN TABLES BELOW.
- 13 TEST 50% OF ANCHORS PER ONE OF THE FOLLOWING METHODS AND IN ACCORDANCE WITH THE VALUES SHOWN IN THE TABLE. TESTING WILL BE DONE BY OWNER AS NEEDED).
  - A. HYDRAULIC BRUSH METHOD: APPLY PROOF TEST LOAD WITHOUT REMOVING THE NUT. IF IT IS NOT POSSIBLE TO TEST WITH THE NUT INSTALLED, REPLACE THE NUT WITH A THREADED COPPER TO THE LOAD. ANCHOR IS ACCEPTABLE IF NO MOVEMENT IS OBSERVED AT THE TEST LOAD. MOVEMENT MAY BE DETERMINED WHEN THE WASHER UNDER THE NUT BECOMES LOOSE.
  - B. TORQUE WRENCH METHOD: TEST ANCHORS TO THE TORQUE LOAD INDICATED IN THE TABLE WITH ONE-HALF TURN OF THE NUT.
- 14 IF ANY ANCHOR FAILS TESTING, REPLACE ANCHOR AND TEST ADDITIONAL ANCHORS OF THE SAME CATEGORY NOT PREVIOUSLY TESTED UNTIL TWENTY (20) CONSECUTIVE TESTS PASS, THEN REPEAT INITIAL TESTING FREQUENCY.

**LEGEND**

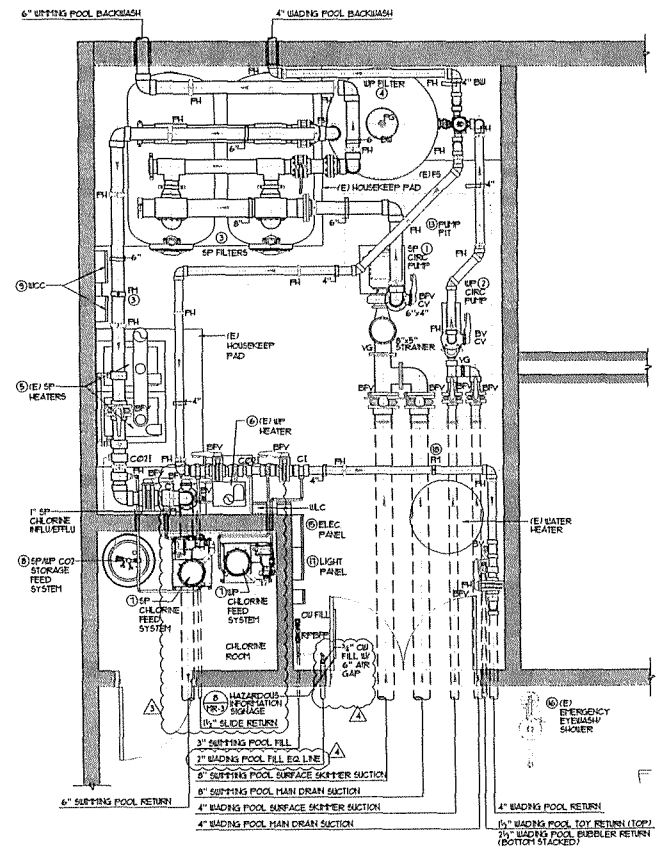
- BV = BALL VALVE
- BY = BUTTERFLY VALVE
- CV = CHECK VALVE
- FI = FLOUTIER
- BW = BACKWASH
- CI = CHLORINE INJECTION
- FH = PIPE HANGER
- FMVG = VACUUM / PRESSURE GAUGE
- FD = WATER DRAIN
- ILC = WATER LEVEL CONTROLLER
- EP = SWIFTING POOL
- WP = WADING POOL

**THREE PHASE MOTOR LOADS AT 208V**

- SWIFTING POOL CIRCULATION PUMP, 5 HP = 200V = 46.2 AMP
- WADING POOL CIRCULATION PUMP, 5 HP = 200V = 16.1 AMP
- TOTAL AMP = 62.3 AMP

**NOTES**

1 MECHANICAL ROOM IS DRAIN TO BE SCHEMATIC IN NATURE. CONTRACTOR SHALL FIELD VERIFY ALL DIMENSIONS AND LOCATIONS OF EXISTING EQUIPMENT, PITS, DRAINS AND PIPING PENETRATIONS.



**MECHANICAL ROOM LAYOUT PLAN**



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

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



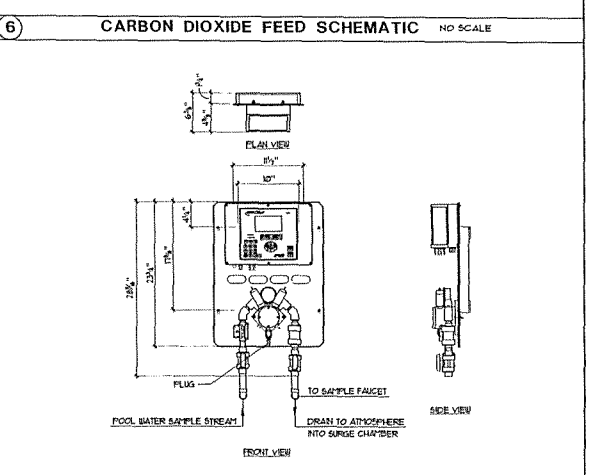
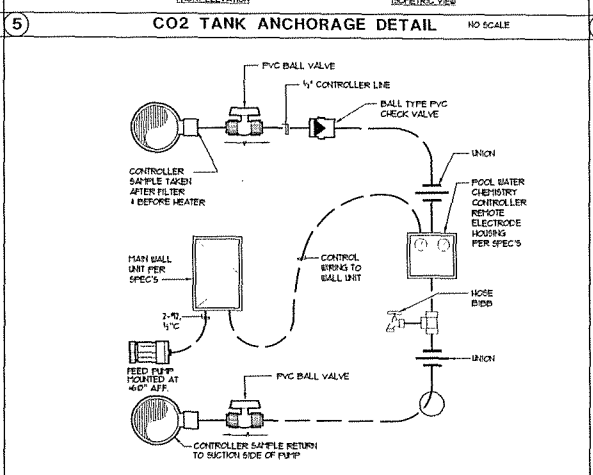
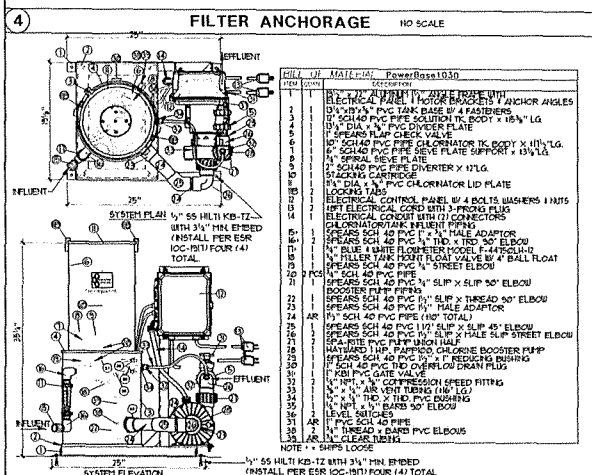
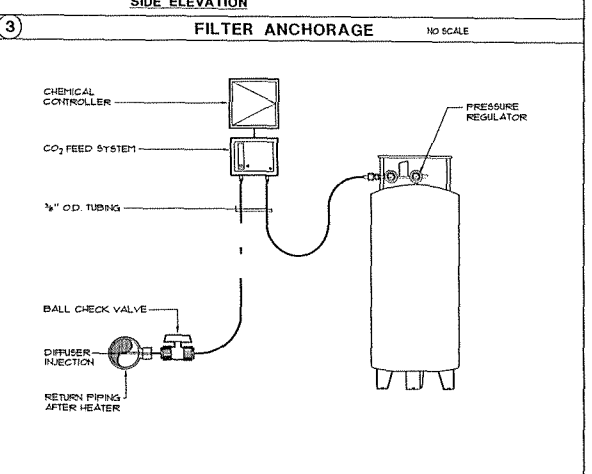
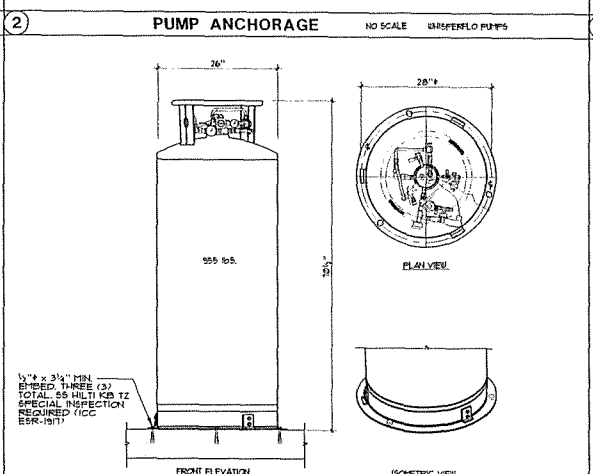
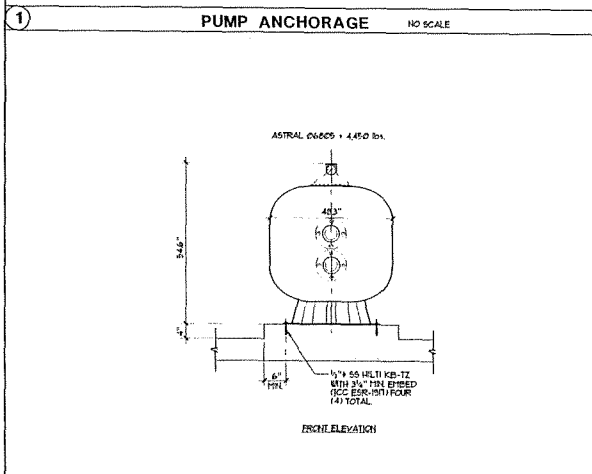
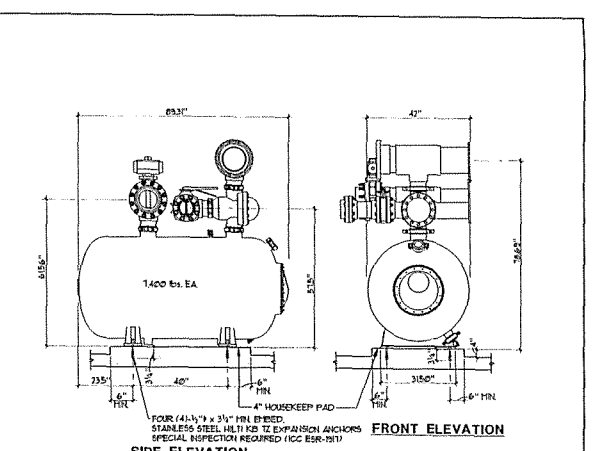
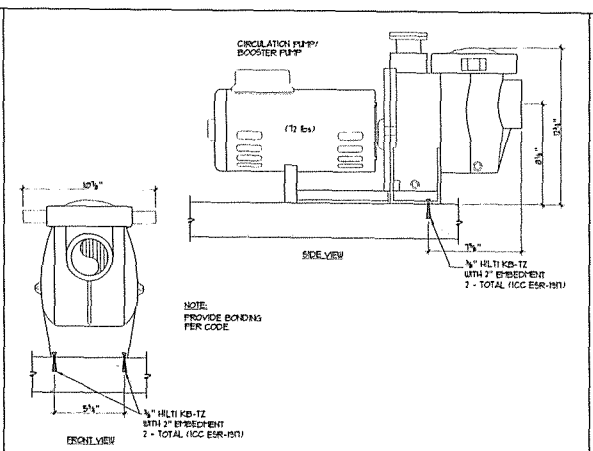
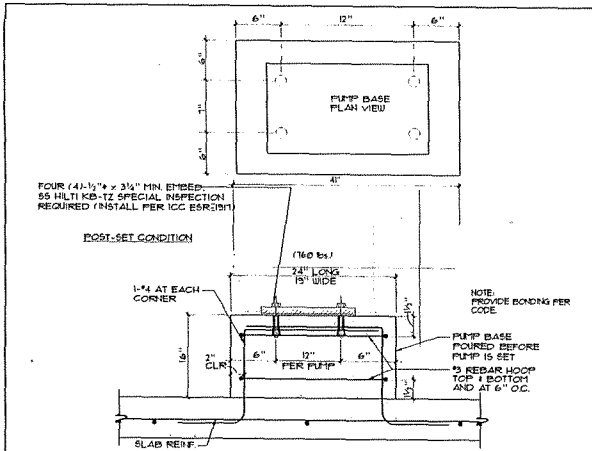
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REV	DATE	REVISIONS
1	3/20/21	DISSEMINATE
2	3/20/21	ADDENDUM 2
3	4/20/21	ADDENDUM 3
4	4/20/21	FINAL CHECKS AND CORRECTIONS

Sheet Title: **MECHANICAL ROOM LAYOUT PLAN**

Date: February 10, 2021  
Sheet No:

**MR-1**



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PLEASE RECYCLE

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

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



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3		ISSUED FOR PERMITS

Sheet Title  
**DETAILS**

Date: February 10, 2021  
 Designer:

**MR-2**



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

Job No: 2001010  
Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



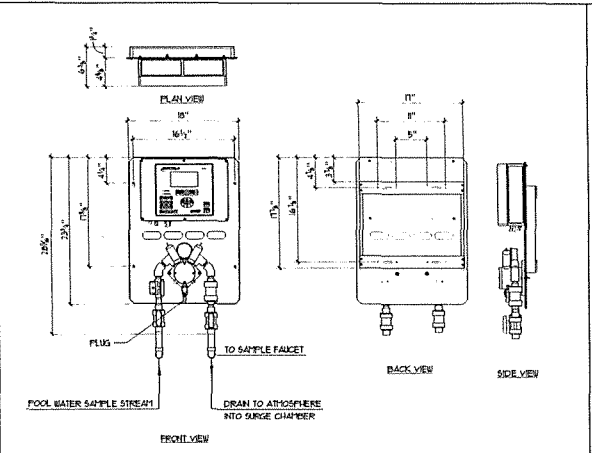
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REV#	DATE	REVISIONS
1	3/20/21	ADDITIONAL

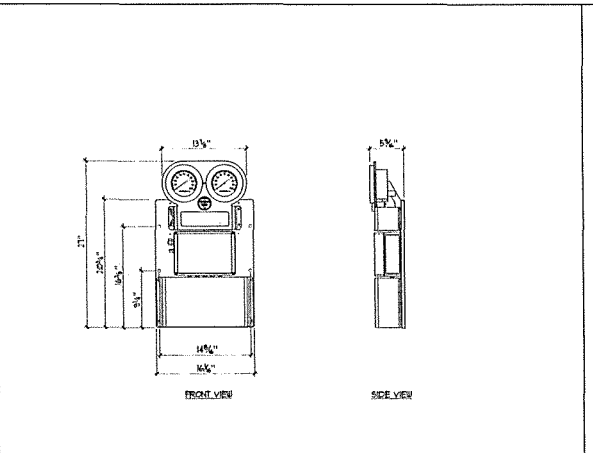
Sheet Title  
**DETAILS**

Date: February 10, 2021  
Sheet No:

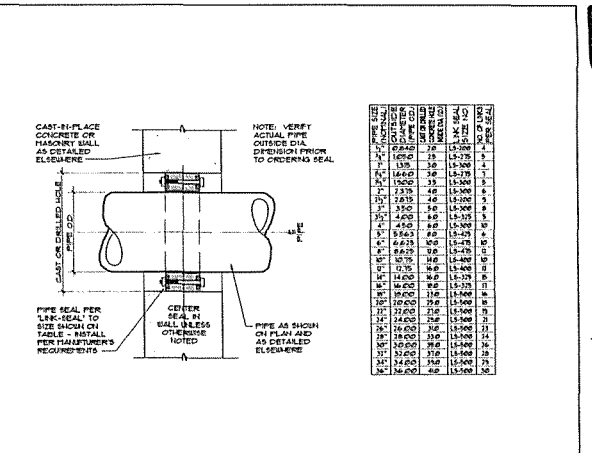
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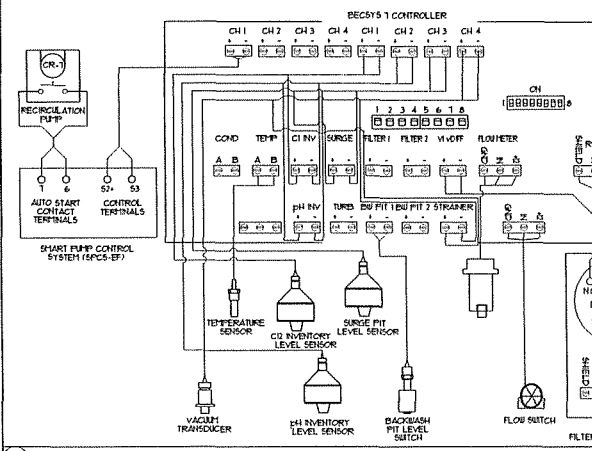
1 WATER CHEMISTRY CONTROLLER R<sub>1</sub> x 1'-0"



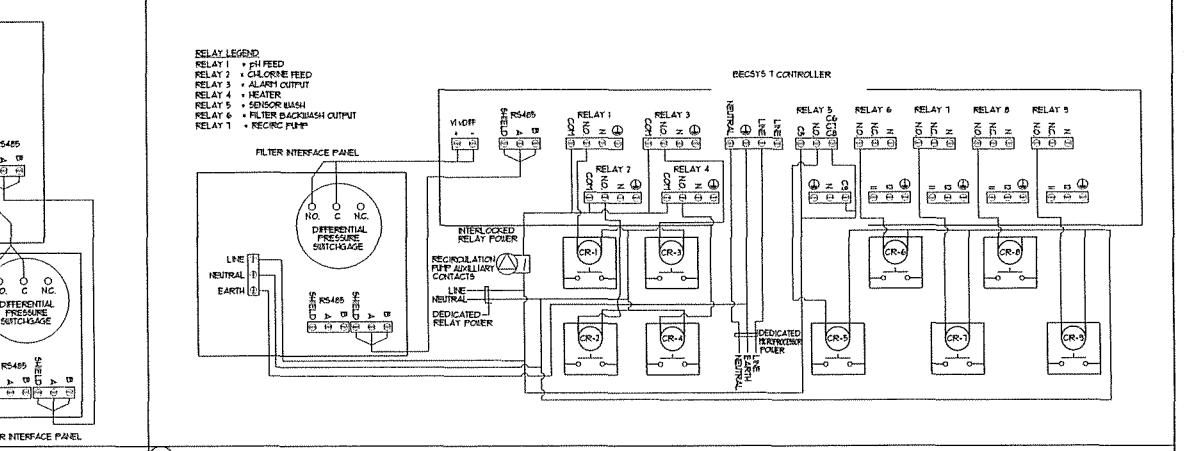
2 FILTER INTERFACE SYSTEM R<sub>1</sub> x 1'-0"



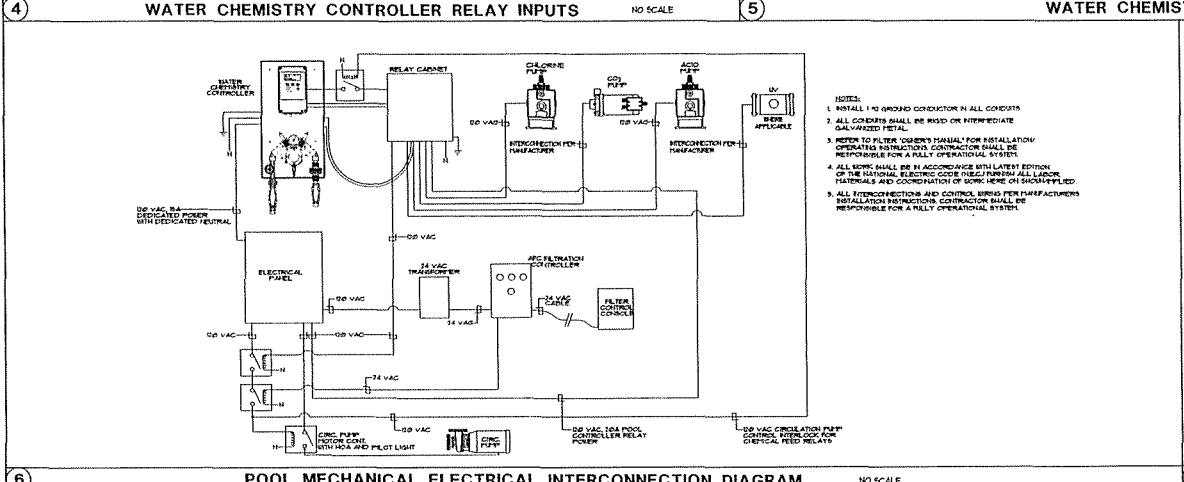
3 PIPE SEAL TO WALL / FLOOR NO SCALE



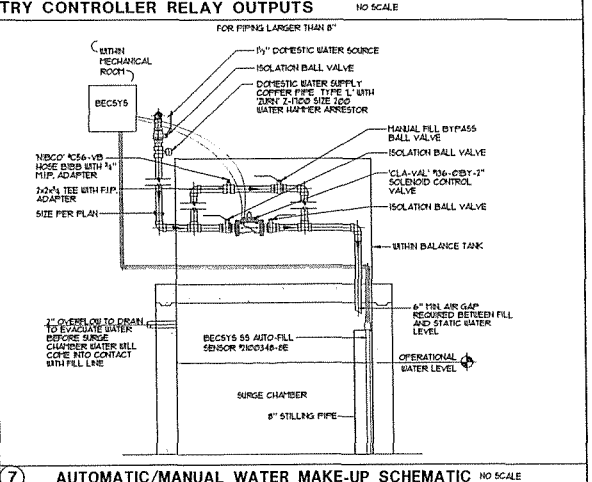
4 WATER CHEMISTRY CONTROLLER RELAY INPUTS NO SCALE



5 WATER CHEMISTRY CONTROLLER RELAY OUTPUTS NO SCALE



6 POOL MECHANICAL ELECTRICAL INTERCONNECTION DIAGRAM NO SCALE



7 AUTOMATIC/MANUAL WATER MAKE-UP SCHEMATIC NO SCALE



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665 Lakeshore Blvd,  
Incline Village, NV  
89451

Job No: 20018.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



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REV#	DATE	DESCRIPTION
1	2/20/21	ADDITIONAL

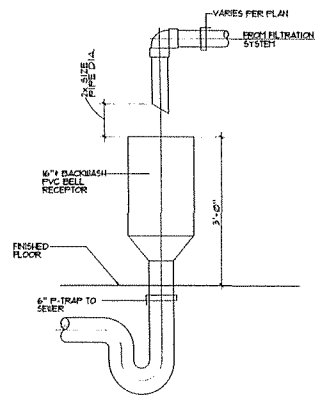
Sheet Title

**DETAILS**

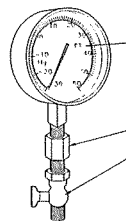
Date February 10, 2021

Sheet No

**MR-4**



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

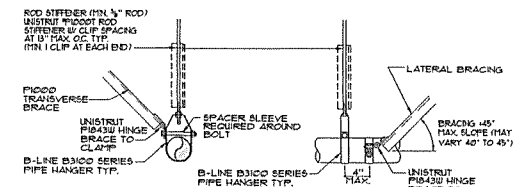


7/8" 5/8" CASED LIQUID FILLED PRESSURE GAUGES SHALL HAVE A DIAL RANGE PRESSURE OF 60psi AND VACUUM RANGE OF 30" Hg THE PRESSURE GRADATIONS SHALL HAVE A PRESSURE OF 7psi AND VACUUM OF 7" Hg, 1/4" HPT PER SPECIFICATIONS.

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

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

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



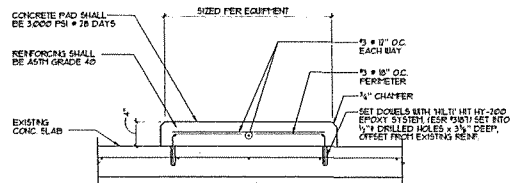
NOTE:  
REFER TO STRUCTURAL DRAWING FOR CONNECTIONS TO ROOF STRUCTURAL SYSTEMS.

HANGER ROD SIZES/TABLE  
1/2" AT 4" PIPING MAX. ROD LENGTH + 30"  
3/4" AT 6" PIPING MAX. ROD LENGTH + 30"  
1" AT 8" PIPING MAX. ROD LENGTH + 30"  
1 1/4" AT 10" PIPING MAX. ROD LENGTH + 30"

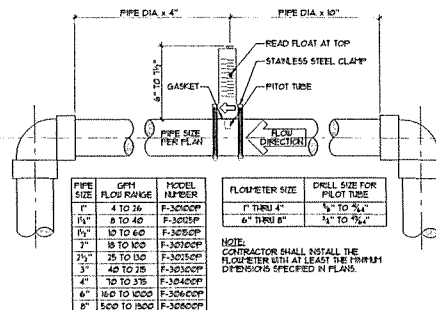
MAX. PIPE HANGER SPACING  
4" PIPING OR SMALLER + 8'-0" O.C.  
6" PIPING + 6'-0" O.C.  
8" PIPING + 6'-0" O.C.  
10" PIPING + 4'-0" O.C.

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

**3 'UNISTRUT' PIPING HANGER / SUPPORT DETAILS** NO SCALE



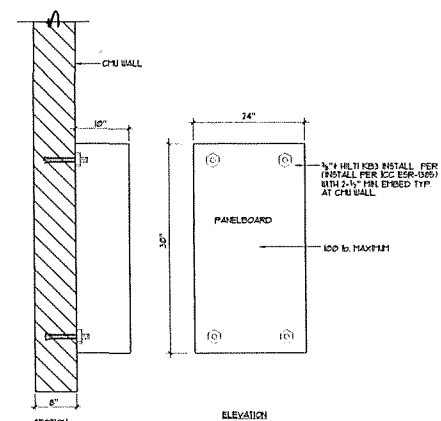
**4 RETROFIT MECHANICAL PAD** 1/2" x 1'-0"



PIPE SIZE	GPI FLOW RANGE	MODEL NUMBER	FLOWMETER SIZE	DRILL SIZE FOR PILOT TUBE
1"	4 TO 26	F-30100P	1"	1/2" TO 3/4"
1 1/4"	8 TO 40	F-30150P	6"	THRU 8"
1 1/2"	10 TO 60	F-30200P		
2"	15 TO 100	F-30250P		
2 1/2"	25 TO 150	F-30300P		
3"	40 TO 210	F-30350P		
4"	70 TO 375	F-30400P		
6"	160 TO 1000	F-30450P		
8"	500 TO 3000	F-30500P		

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

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



**6 PANELBOARD MOUNTING DETAIL** NO SCALE







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

Job No. 20018.10

Owner

**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**



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REV.	DATE	REVISIONS DESCRIPTION

Sheet Title

**PLUMBING  
DIAGRAMS**

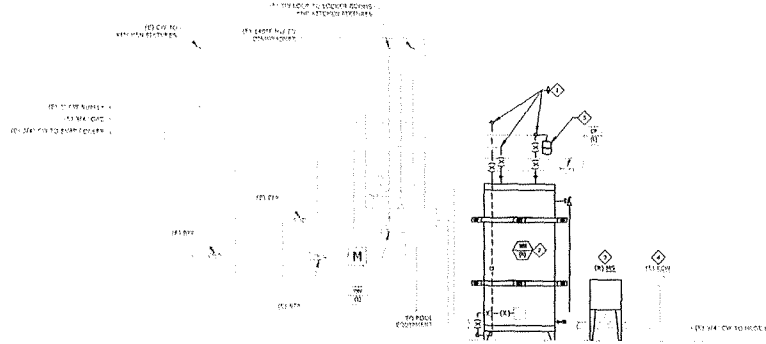
Date: March 12, 2021

Sheet No.

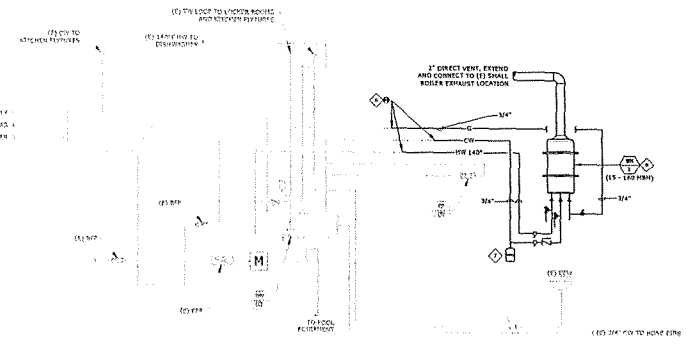
**P0.02**

**SHEET NOTES:**

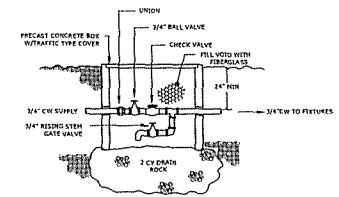
1. DISCONNECT PIPING AT LOCATION INDICATED
2. EXISTING WATER HEATER DISCONNECT ASSOCIATED OIL, GAS SUPPLIES, STORE WATER HEATER SUPPLY ON SITE FOR REINSTALLATION
3. EXISTING QUALITY OF CONNECTIONS ASSOCIATED OIL AND GAS SUPPLIES, STORE UTILITY SIDE, SUPPLY ON SITE FOR REINSTALLATION
4. EXISTING PROTECTIVE EQUIPMENT REMOVE
5. EXISTING EXHAUST PIPING, DISCONNECT AND PROVIDE FOR REUSE ON TEMPORARY WATER HEATER INSTALLATION, REFER TO DUCTILE IRON PIPING SCHEDULE FOR REUSE AT LOCATION INDICATED. CONTRACTOR SHALL VERIFY EXISTING SIZE, TYPE AND LOCATION OF HOPE OF CONNECTIONS PIPE TO CONNECTED VENT.
6. MOUNT WATER HEATER TO WALL FOR MANUFACTURER'S RECOMMENDATIONS



**1 EXISTING WATER HEATER PIPING DIAGRAM**  
P0.02 NTS



**2 TEMPORARY WATER HEATER PIPING DIAGRAM**  
P0.02 NTS



**3 SHUT-OFF AND DRAIN**  
P0.02 NTS



**SHEET NOTES:**

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



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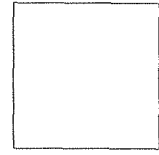
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Job No: 20 018 10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



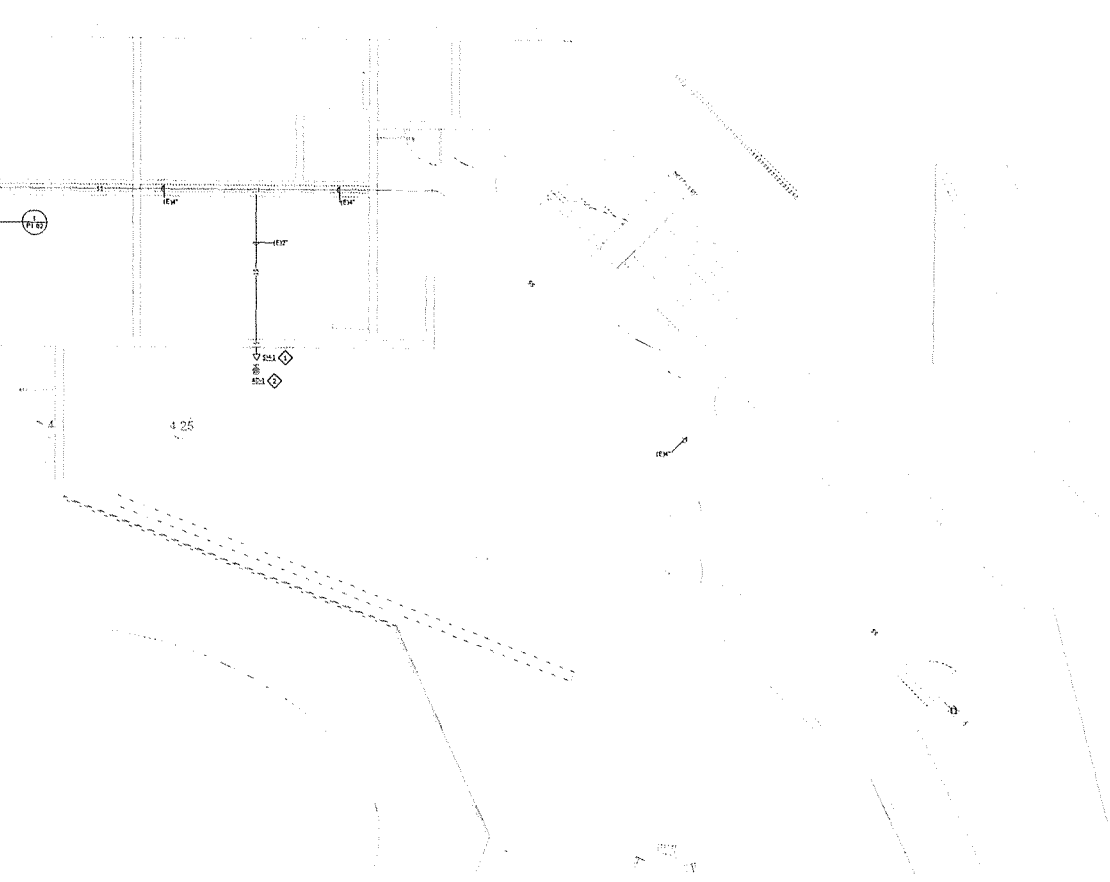
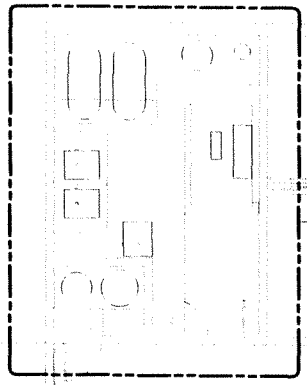
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REV	DESCRIPTION

Sheet Title  
**OVERALL PLUMBING PLAN**

Date: March 12, 2021  
 Sheet No.

**P1.01**



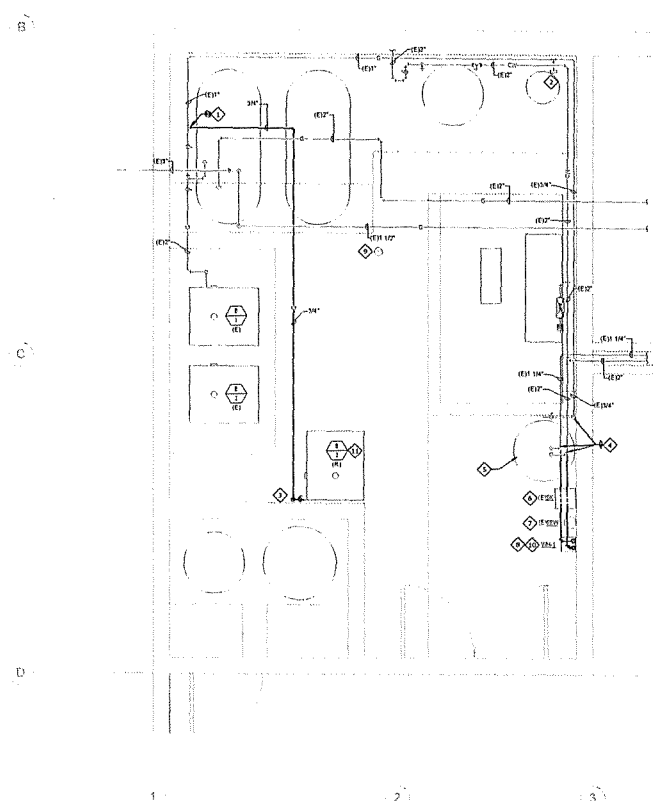
1 MECHANICAL / PLUMBING PLAN  
 P1.01 1/8" = 1'-0"

**GENERAL NOTES:**

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

**SHEET NOTES:**

- 1 CONNECT NEW PIPING TO EXISTING AT LOCATION INDICATED. COORDINATOR SHALL VERIFY EXACT SIZE, TYPE AND LOCATION OF PIPE OR CONNECTIONS TO BE CONNECTED TO NEW.
- 2 DISCONNECT EXISTING GAS PIPING FROM EQUIPMENT (E.G. CAMP AND AHEAD) IN PLACE. DISCONNECT EXISTING 3/4" GAS LINE.
- 3 3/4" GAS DOWN TO 1/2" WITH SHUT OFF VALVE AND GATE VALVE.
- 4 DISCONNECT EXISTING WATER HEATER AND STOP SUTELL ON SITE FOR FEE USE. REFER ALSO TO CLEAN AND INSPECT DRAINAGE.
- 5 DISCONNECT EXISTING 1/2" COLD WATER LINE TO STOP SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LINDS & 2-15.
- 6 EXISTING 1/2" COLD WATER LINE TO STOP SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LINDS & 2-15.
- 7 1/2" COLD WATER LINE TO STOP SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LINDS & 2-15.
- 8 1/2" COLD WATER LINE TO STOP SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LINDS & 2-15.
- 9 1/2" COLD WATER LINE TO STOP SUTELL ON SITE FOR FEE USE. REFER TO DIAGRAMS LINDS & 2-15.
- 10 EXISTING AND CONNECT TO EXISTING 3/4" PUC EXHAUST LIP FOR TEMPORARY USE.
- 11 RELOCATED 3/4" PUC EXHAUST AND EXISTING 3/4" PUC TO EXISTING VENT LOCATION.



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

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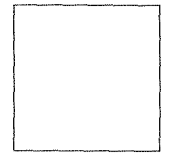


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89451

Job No: 20.018.10  
Owner  
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**ENLARGED PLUMBING PLAN**

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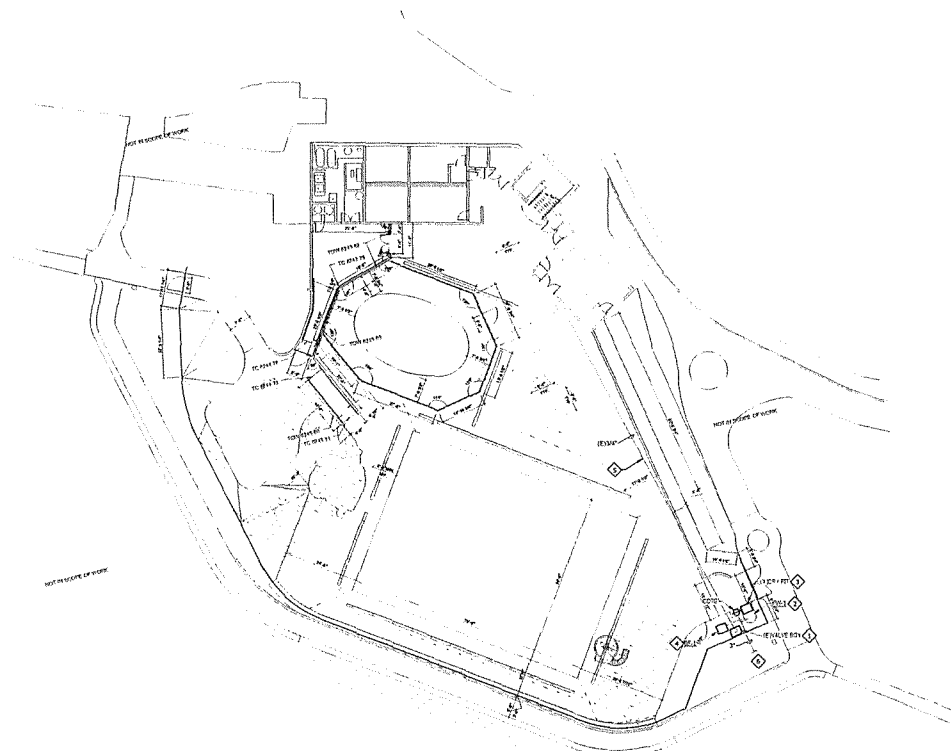
**P1.02**

**GENERAL NOTES:**

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

**SHEET NOTES:**

- 1 REMOVE EXISTING VALVE BOX. PROVIDE NEW VALVE BOX WITH SHUT-OFF AND DRAIN CONNECTION FOR UNDER SINK. REFER TO EACH W.P. SYMBOL FOR EXISTING AND EXTERIOR LOCATIONS
- 2 ALL PIPING CONNECTIONS TO BE MADE IN ACCORDANCE WITH THE LATEST APPROVED EDITION OF THE INTERNATIONAL BUILDING CODE
- 3 REMOVE EXISTING FLOOR DRAIN
- 4 INSTALL NEW FLOOR DRAIN (SEE SECTION ON PIPING) TO 1/2" 1/2" CONDENSATE PAD. COORDINATE EXACT LOCATION WITH GENERAL CONTRACTOR
- 5 EXISTING FLOOR DRAIN SHOWS NO PREFERENCE. EXACT COORDINATE LOCATIONS TO BE DETERMINED BY GENERAL CONTRACTOR. BOTTOM FLOOR ONLY. EXTERIOR TO BE SEEN
- 6 CONTRACTOR SHALL BE RESPONSIBLE FOR THE COORDINATION OF ALL PLUMBING ROUGH-IN LOCATIONS. REFER TO ARCHITECTURAL DRAWINGS FOR FIXTURES AND EQUIPMENT LOCATIONS



**1 PLUMBING SITE PLAN**  
PS1.01 IMP - 11/18



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**PLUMBING SITE PLAN**

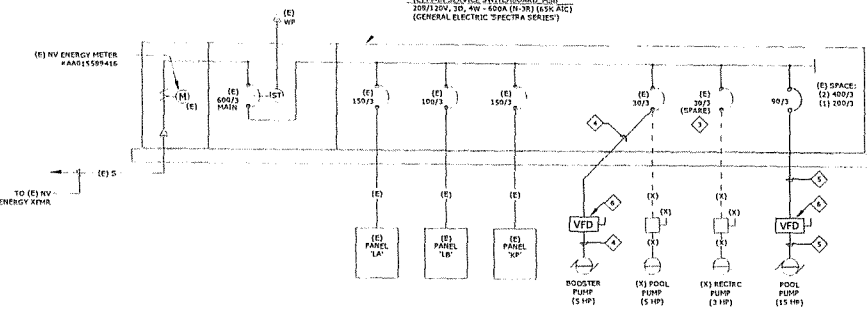
Date: March 12, 2021

Sheet No

**PS1.01**







① PARTIAL SINGLE LINE DIAGRAM  
1/2" = 1'-0"

(E) PANEL: LA		Location: POOL EQUIPMENT 101		Vols: 120/20V Vys		A.I.C. Rating: 15,000 AIC				
Supply From: Panel 1		Main Type: MCB		Phase: 3		Main Rating (A): 225 A				
Main Rating (A): 225 A		Main Rating (A): 225 A		Main Rating (A): 225 A		Main Rating (A): 225 A				
CKT	Circuit Description	Typ	Panel	A	B	C	Panel	Typ	Circuit Description	CKT
1	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	1
3	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	3
4	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	4
7	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	7
8	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	8
11	(E) LOADS	20 A	1	MSB, MSB	MSB, MSB	MSB, MSB	1	20 A	(E) LOADS	11
13	(E) LOADS	40 A	2	BVA, BVA	BVA, BVA	BVA, BVA	2	20 A	(E) LOADS	13
15	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	15
16	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	16
18	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	18
21	SPARE	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	21
24	SPARE	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	24
25	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	25
27	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	27
29	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	29
31	SPARE	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	31
33	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	33
35	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	35
37	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	37
39	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	39
41	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	41
43	(E) LOADS	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	SPARE	43
45	UNUSABLE SPACE	--	--	BVA, BVA	BVA, BVA	BVA, BVA	--	--	UNUSABLE SPACE	45
47	UNUSABLE SPACE	--	--	BVA, BVA	BVA, BVA	BVA, BVA	--	--	UNUSABLE SPACE	47
49	UNUSABLE SPACE	--	--	BVA, BVA	BVA, BVA	BVA, BVA	--	--	UNUSABLE SPACE	49
51	UNUSABLE SPACE	--	--	BVA, BVA	BVA, BVA	BVA, BVA	--	--	UNUSABLE SPACE	51
53	UNUSABLE SPACE	--	--	BVA, BVA	BVA, BVA	BVA, BVA	--	--	UNUSABLE SPACE	53
Total Load:		2400 VA		2400 VA		2400 VA				
Total:		20 A		20 A		20 A				

Notes: SQUARE D - MOOD SERIES

(E) Panel: LB		Location: POOL EQUIPMENT 101		Vols: 120/20V Vys		A.I.C. Rating: 15,000 AIC				
Supply From: Panel 1		Main Type: MCB		Phase: 3		Main Rating (A): 100 A				
Main Rating (A): 100 A		Main Rating (A): 100 A		Main Rating (A): 100 A		Main Rating (A): 100 A				
CKT	Circuit Description	Typ	Panel	A	B	C	Panel	Typ	Circuit Description	CKT
1	SPACE	15 A	2	BVA, BVA	BVA, BVA	BVA, BVA	2	20 A	SPACE	1
2	SPACE	15 A	2	BVA, BVA	BVA, BVA	BVA, BVA	2	20 A	SPACE	2
7	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	7
8	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	8
11	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	11
13	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	13
15	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	15
17	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	17
19	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	19
21	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	21
23	PER POOL VENDOR/SUPPLIER	20 A	1	BVA, BVA	BVA, BVA	BVA, BVA	1	20 A	(E) LOADS	23
Total Load:		813 VA		913 VA		1170 VA				
Total:		60 A		64 A		66 A				

Notes: SQUARE D SERIES

ELECTRICAL LOAD SUMMARY	
(E) PANEL 'LB'	
(E) LOADS @ 100%	= 10000 VA
NEW LOAD (POOL EQUIPMENT) @ 100%	= 20000 VA
TOTAL:	= 30000 VA
@ 200V, 3P	= 83 AMPS
(E) PANEL 'LA'	
(E) LOADS @ 100%	= 13175 VA
(X) LOADS REMOVED @ 100%	= 25000 VA
TOTAL:	= 10175 VA
@ 200V, 3P	= 25 AMPS
(E) MAIN SERVICE SWITCHBOARD 'MSB'	
(E) LOAD @ 100%	= 39275 VA
(X) PUMPS REMOVED @ 100%	= 9000 VA
POOL PUMP @ 100%	= 30813 VA
BOOSTER PUMP @ 100%	= 8950 VA
TOTAL:	= 76738 VA
@ 200V, 3P	= 211 AMPS

\*ASSUME 1/3 OF TOTAL MAIN SERVICE SWITCHBOARD 'MSB' PEAK DEMAND.

\*\*PEAK DEMAND: 75.2KW (JULY 2018) X 0.8 POWER FACTOR X 1.25% SAFETY FACTOR = 39,375VA.

SHEET NOTES:

- REVISIONS SPECIFIC TO THIS PROJECT ASSOCIATED WITH ALL POOL EQUIPMENT BEING REMOVED. LABEL ALL EQUIPMENT AS "SPARE" AND MOUNT IN THE SPARE POSITION. PROVIDE THE MOUNTING PANEL DETAIL TO REFLECT ACTUAL FIELD CONDITIONS UPON COMPLETION OF PROJECT.
- REFER TO POOL COMPLAINTS REPORT FOR REQUIRED PUMP CAPACITIES, START CURRENTS AND ASSOCIATED LOADS.
- USE UNUSABLE DESCRIPTIONS AS APPLICABLE AND MOUNT IN THE SPARE POSITION.
- USE THE 1/16" DIA. JACO (OVERHEAD).
- USE THE 1/16" DIA. JACO (OVERHEAD).
- CHECK FOR ALL SUPPLIED VFD CONNECTIONS.

**tsk**  
225 South Arlington Avenue,  
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fax: 775.857.2403  
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REGISTERED PROFESSIONAL ENGINEER  
PUBLIC WORKS  
COUNCIL OF ENGINEERS  
STATE OF NEVADA  
LICENSE NO. 69120251

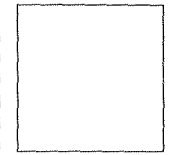
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775.878.4889  
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#R20093

PLEASE RECYCLE

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

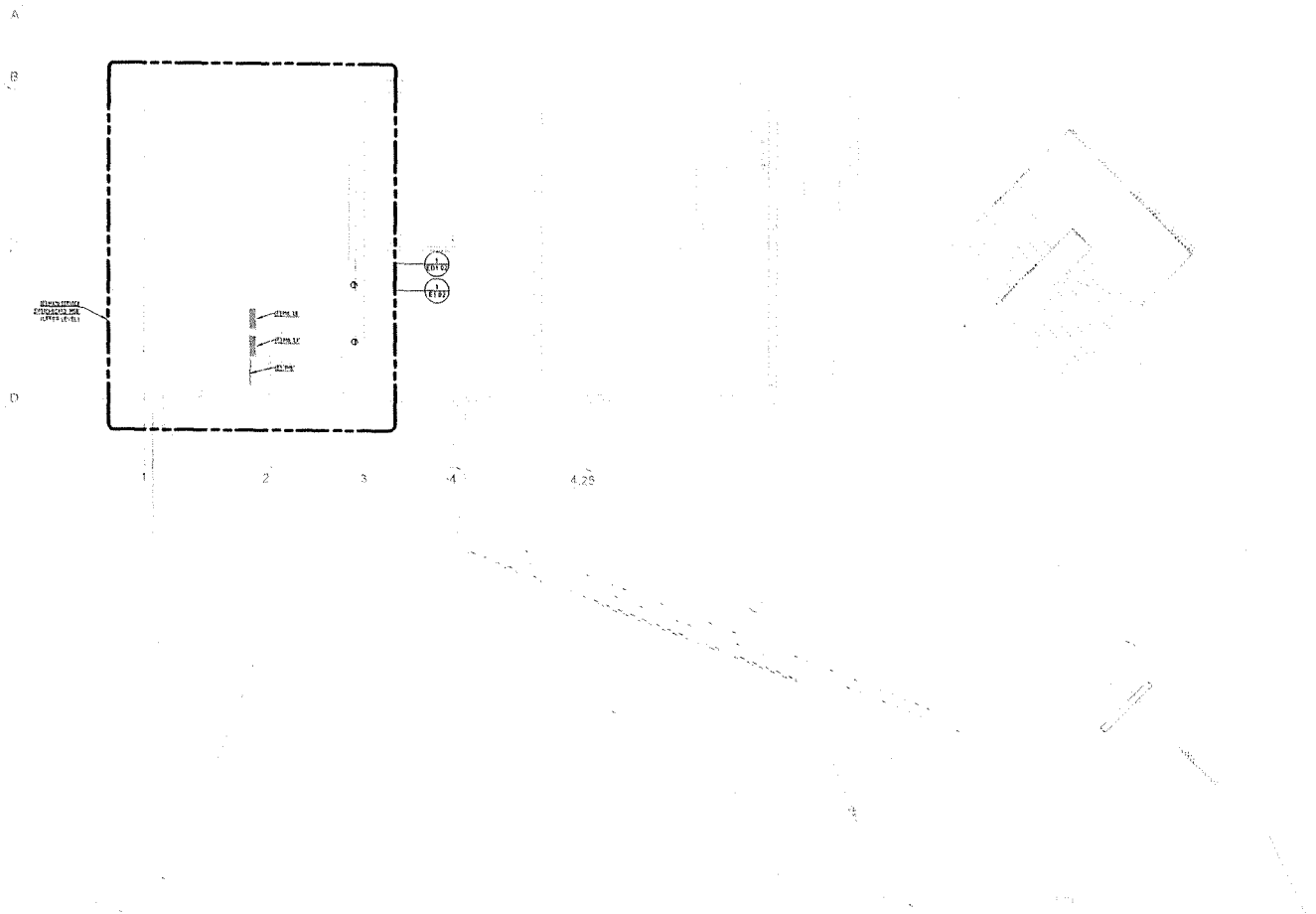
Job No. 2018.10  
Owner: **INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



100% CD

REV.	DATE	REVISION DESCRIPTION

Sheet Title  
**PARTIAL SINGLE LINE DIAGRAM, PANEL SCHEDULES, AND LOAD CALC**  
Date: March 12, 2021  
Sheet No.



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



**tsk**

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Reno, NV 89502  
775.828.4889  
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#R200099

PLEASE RECYCLE

Project

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

Job No. 20010.10

Owner

**INLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**



100% CD

REV	DATE	REVISION	DESCRIPTION

Sheet Title

**OVERALL LOWER  
LEVEL ELECTRICAL  
PLAN**

Date: March 12, 2021

Sheet No.

**E1.01**

# tsk

225 South Arlington Avenue,  
Suite A  
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#R200209

PLEASE RECYCLE

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

Job No. 20-018-10

Owner  
**INCLINE VILLAGE  
GENERAL  
IMPROVEMENT  
DISTRICT**

100% CD

REV	DATE	REVISION	DESCRIPTION

Sheet Title  
**ENLARGED LOWER  
LEVEL ELECTRICAL  
PLAN**

Date: March 12, 2021  
Sheet No:

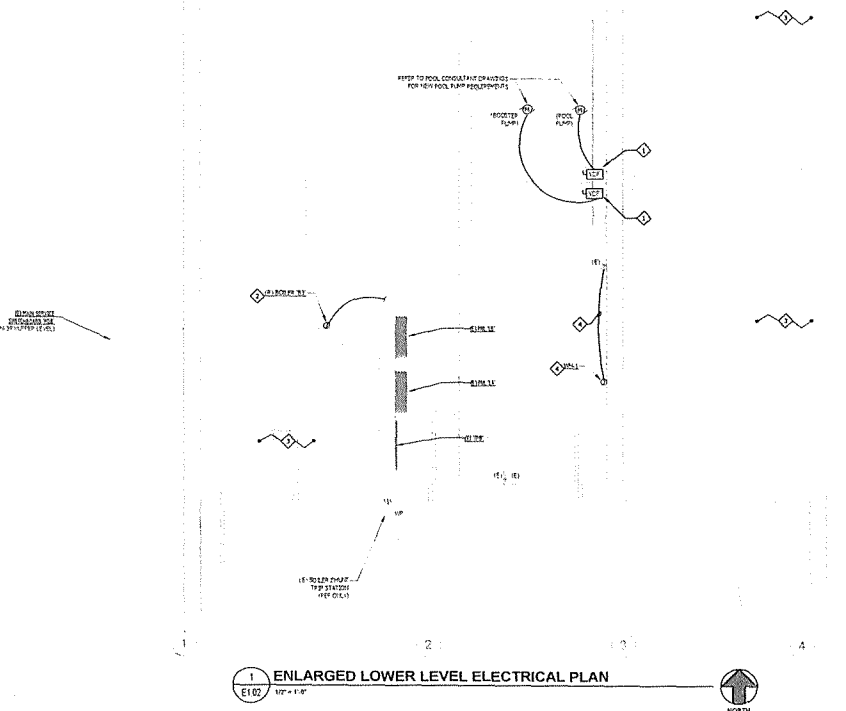
**E1.02**

**GENERAL NOTES:**

- REFER TO POOL CONSULTANTS SPECIFICATIONS AND SPECIFICATIONS FOR ALL POND AND FOUNTAIN RELATED TO ELECTRICAL SYSTEMS REMOVE ALL ELECTRICAL SYSTEMS RELATED TO REMOVED POOL SYSTEMS
- ENLARGE ALL PERMITS FOR ELECTRICAL TO BE GOOD WORK FOR CONNECTION UPON COMPLETION OF PROJECT

**SHEET NOTES:**

- VERIFY POOL PUMP EQUIPMENT IS SUPPLIED OR INSTALLED FOR PHASED OR CONNECT SYSTEM
- EXTEND AND RECONNECT BRANCH CIRCUITS SERVING RECONNECTED PUMP TO-3
- VERIFY ALL PUMP, THIS ROOM
- VERIFY LOCAL LOAD BRANCH CIRCUIT SERVICE PROVIDED HAS SIZES AND EXTEND TO TOWER OR UNDER PUMP ROOM; ONCE PROJECT IS NEAR COMPLETION, RECONNECT TO PANEL 114A AND RECONNECT ORIGINAL WATER HEATER REFER TO PLUMBING PLANS FOR ADDITIONAL LOAD



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

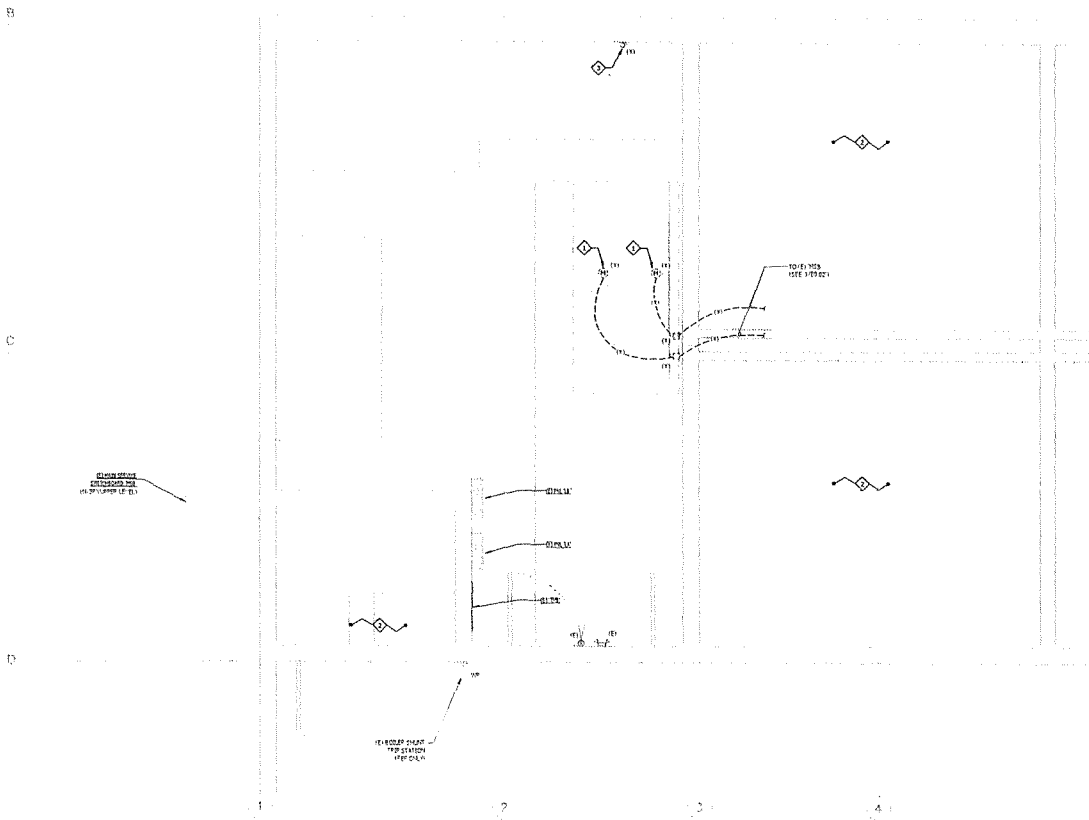



**GENERAL NOTES:**

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

**SHEET NOTES:**

- 1 (N) ALL ELECTRICAL INCLUDING DISCONNECT SWITCHES, BREAKER CIRCUITING, ETC. ASSOCIATED WITH HOT TUBS, PUMPS. REFER TO POOL CONSULTANT'S DRAWINGS FOR ADDITIONAL INFORMATION.
- 2 NO NEW WORK, THIS ROOM.
- 3 (N) ALL ELECTRICAL ASSOCIATED WITH HIGHLIGHTED ROOMS. REFER TO A11-02 FOR ADDITIONAL INFORMATION.



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



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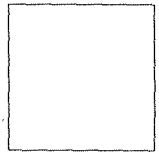
ENGINEERING CONSULTANTS  
 4599 Langley Lane  
 Reno, NV 89502  
 775.828.4889  
 msa-ec.com  
 #R200099

PLEASE RECYCLE

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

Job No: 20016.10

Owner  
**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**



100% CD

REV#		DATE	DESCRIPTION

Sheet Title  
**ENLARGED LOWER LEVEL ELECTRICAL DEMOLITION PLAN**

Date: March 12, 2021  
 Sheet No:

**ED1.02**

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winqest  
District General Manager

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

**DATE:** February 9, 2022

---

### **I. RECOMMENDATION**

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

### **II. BACKGROUND**

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

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

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

[https://www.yourtahoeplace.com/uploads/pdf-ivgid/IVGID\\_Board\\_Policies\\_1.pdf](https://www.yourtahoeplace.com/uploads/pdf-ivgid/IVGID_Board_Policies_1.pdf)

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

### **III. FISCAL ANALYSIS**

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

## MEMORANDUM

**TO:** Board of Trustees

**FROM:** Indra Winqest  
District General Manager

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

**DATE:** February 9, 2022

---

### **I. RECOMMENDATION**

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

### **II. DISTRICT STRATEGIC PLAN**

#### Long Range Principal #1 Service

Long Term Initiative 6 - Execute the short and long term strategy as they relate to various district venue and facility master plans and studies as the roadmap for the future.

#### Long Range Principal # 5 Assets & Infrastructure

Long term Initiative 2 - Continue to review and potentially implement priorities identified in the various district venue and facility master plans and studies as defined by the Board of Trustees.

### **III. BACKGROUND**

Community Service Master Plan, approved in 2018, includes top tier and second tier recommendations (Pages 133-139). These include:

### Top Tier Recommendations

- Enhance and maintain IVGID's current facilities and upgrade equipment on a regular schedule
- Develop a dedicated Dog Park
- Connect facilities to create a connected trail system and provide walking loops
- Develop dedicated rectangle fields at the high school
- **Improve and expand the Recreation Center**
- Continue partnerships to provide Cross-County Ski Trails
- Move forward top priorities from the Beaches Recreation Enhancement Opportunities Plan, Tennis Center Facilities Assessment, and the Diamond Peak Master Plan
- Develop Bocce Courts

Included in the top tier recommendations is to improve and expand the Recreation Center to address existing gaps in service to the community and the Recreation Center membership.

The current design of the Recreation Center, as documented in the Community Services Master Plan, presents challenges as it relates to conflicting usage and the overall ability to provide services to the youth and teens in the community. Current programming use of the Recreation Center cannot appropriately accommodate certain types of programs and activities. The Recreation Center contains a robust membership base who expect a quality health and fitness center experience. Youth, teens, and families in the community have existing needs as well and the current design of the Recreation Center simply cannot consistently satisfy the activity and programmatic needs of the overall community.

Identified community priorities, gaps and recommendations, as it relates to the Recreation Center in the Community Services Master Plan, include but are not limited to:

- Need for an additional multi use gymnasium
- Flexible use meeting, fitness, personal training, and programming facilities for youth and seniors
- Increased valued sports & recreation programs
- Storage Space

Over the past couple years, demand for youth, teen and family programming has increased significantly and many of the youth programs operated by the Parks and Recreation Department are near or at capacity so there are additional demands that cannot currently be met based on available facilities and resources. Parks and

Recreation Staff continue to work with partners such as Lake Tahoe School and Washoe County School District for utilization of facilities however these partners have their own specific needs so the existing shared space in the community is overall not sufficient.

*At the Board of Trustees meeting of January 12, 2022, the Board took action and authorized/approved staff by unanimous vote to work with the Dave and Cheryl Duffield Foundation to develop a Memorandum of Understanding (MOU) to initiate a conceptual design phase for the purpose of expanding programs and services to the community at the Recreation Center, to be brought back to the Board of Trustees for approval at a future meeting. The District General Manager has worked with IVGID Legal Counsel Joshua Nelson and members of the David & Cheryl Duffield Foundation team to develop this Memorandum of Understanding (MOU).*

#### **IV. POTENTIAL PARTNERSHIP OPPORTUNITY WITH THE DAVID AND CHERYL DUFFIELD FOUNDATION**

IVGID and the David and Cheryl Duffield Foundation have developed a solid partnership over the past few years; most recently partnering on the Incline Park Ballfield Renovation and the grant funded equipment to develop and implement what is now a thriving community gymnastics program that has unfortunately reached a point where there is minimal room for growth and the ability to accommodate the demand from the community due to lack of available facilities. Thanks to the generosity of the David and Cheryl Duffield Foundation, these programs and facilities have enhanced the overall services that IVGID is able to offer the community.

After significant discussion with the District, the David and Cheryl Foundation has issued IVGID a letter of interest to enter into another partnership with IVGID to expand and enhance the Recreation Center Campus to provide additional services to the community of Incline Village/Crystal Bay.

This vision for this partnership includes but is not limited to expansion of the Recreation Center primarily to serve youth and teens in the community through well managed and supervised programs and activities while providing opportunities to alleviate some of the existing issues and conflicting use at the Recreation Center identified in the Community Services Master Plan and experienced daily by Parks and Recreation Staff. While the vision for the expansion primarily would be to serve youth and teens, there would be opportunity to utilize the facilities for personal training and other types of commission based recreation services that would provide net revenue to the District. Additionally, the

ability to utilize alternative recreation space would free up space in the existing gymnasium and fitness areas which is problematic during certain times of the day. The addition of a youth and teen specific area would also alleviate many of the issues that arise in the Recreation Center lobby as many of the local youth visit the Recreation Center daily to recreate and socialize. This creates conflict in the lobby and the administrative area where Staff is serving customers at the Recreation Center counter. Being able to provide a location for local youth and teens to recreate and socialize safely in a positive environment is crucial and is extremely necessary.

The initial vision for this project includes an additional multi use gymnasium with an emphasis on youth programming and activities including static and dedicated space for gymnastics approximately 60 ft. by 60 ft. but as mentioned could provide opportunities for other services in the mornings and early afternoons. Additionally, space for programming and social activity, administrative, small kitchen, restrooms, storage, and other potential flexible areas.

IVGID will also work with the North Lake Tahoe Boys & Girls Club (NLTBGC) if this project proceeds, the plan is to develop an operational partnership with the NLTBGC to supervise and provide programming to the youth and teens in the community.

The David and Cheryl Duffield Foundation have formally communicated to the IVGID District General Manager that they are fully committed to entering into a partnership with IVGID to develop and implement this project and provide the financial resources to make this a reality.

## V. NEXT STEPS

The conceptual phase would include a preliminary conceptual design, high level cost estimation, estimated operating and maintenance estimations, and a preliminary programmatic and potential fee and revenue opportunities.

Ultimately, the conceptual phase would inform the recommended overall project that would be brought back to the Board for formal approval to proceed. It is imperative and the desire of the David and Cheryl Duffield Foundation to accelerate this project and they understand this would entail bringing in a third party to manage this project as IVGID Engineering Staff has a significant workload in the upcoming five-year capital plan.

January 1, 2022

Mr. Indra Winqest  
District General Manager  
Incline Village General Improvement District  
893 Southwood Blvd  
Incline Village, NV 89451

Dear Mr. Winqest,

This letter serves to affirm the interest of the Dave & Cheryl Duffield Foundation (the "Foundation") in supporting improvements and new amenities to Incline Village recreation facilities and services as further described below. While this letter does not constitute a financial commitment, it is the intent of the Foundation to partner with the Incline Village General Improvement District to effect these improvements under terms and conditions to be further negotiated in good faith over the coming months as conceptual design and approval processes progress. Additionally, this offer is contingent upon an eventual overall agreement between parties to pursue an aggressive timeline for final completion of said improvements to be determined and agreed upon during the conceptual phase.

Potential activities contemplated under this affirmation of interest include construction of youth and teen facilities at the existing IVGID Recreation Center site to include but not limited to:

- Construction of a new multi-use gymnasium to provide safe and supervised programs and activities for community youth and teens including dedicated space for gymnastics programming and instruction
- Ancillary programming space to include but not limited to multi – use classroom programming space and social and emotional learning gathering space
- Administrative space including but not limited to front desk and check in services, office and meeting space
- Supporting infrastructure including but not limited to restrooms, kitchen, and storage space

The Dave & Cheryl Duffield Foundation is a private foundation chartered as a 501(c)3 not-for-profit corporation under the laws of Nevada.

Sincerely,

Chris Watts  
Treasurer

## MEMORANDUM OF UNDERSTANDING REGARDING CONCEPTUAL DESIGN OF RECREATION CENTER

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

### RECITALS

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

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

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

### TERMS

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

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

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



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

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

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

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

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

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

Foundation:            [insert]

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

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

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

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

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

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

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

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

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

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

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

[SIGNATURE PAGE FOLLOWS]

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

**DAVE & CHERYL DUFFIELD  
FOUNDATION**

**INCLINE VILLAGE GENERAL  
IMPROVEMENT DISTRICT**

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## EXHIBIT A

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

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

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

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

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

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

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

## MINUTES REGULAR MEETING OF JANUARY 12, 2022

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

### **A. PLEDGE OF ALLEGIANCE\***

The pledge of allegiance was recited.

### **B. ROLL CALL OF TRUSTEES\***

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

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

### **C. INITIAL PUBLIC COMMENTS\***

Public speaker calling from a phone number with the last four digits being 0872 said to take a look at page 155 of the board packet regarding funding capacity for capital projects. It is hilarious it is the of staff uses the term limited capacity and the funds will be exhausted by June 30 of 2023. That is an outright lie. Let's make this simple. The five-year capital plan calls for \$28.3 million in capital projects for the Community Services venues and the beaches. They just won 58 to 164. At the end of fiscal year 2021 There was 13.4 million in cash over and above reserve balances established by the board. Why is that? because over the past six years the portion of facilities these budgets support operating a Community Services Fund or venues was not required. Yet each and every year the board kept taking money from citizens for no good reason and would not adjust budgets to reflect lower facilities. The amount taken unfairly and violating board policy was \$11.5 million. The five-year projections provided last May clearly indicates that this board wants to continue gouging property owners for facility fees \$6.6 million each year. Historically, we know that approximately \$800,000 annually is required in support these operations. But zero support is needed for operating community service venues that would be 5.8 million per year, which can only be used for capital projects are over 29 million over five years. So with the June 30, 2021 excess reserves at \$13.4 million in the budget its intent to collect an additional 29 million over the next five years, there would be \$42.4 million available to pay for only \$28.3 million planned capital expenditures, leaving about \$14 million amount which is higher than the current excess reserves. When nonsense it is to say that the funds will be exhausted in there is no unlimited capacity for it. Board -Why do you listen to staff, either they are lying or just don't understand what they're saying. It is totally unfair that this board would suggest continuing to collect from property owners' facility fees for community services operations which are not need. Especially when results for the past six years indicate \$11.5 million of the facility fees collected were never needed. It was never intended that facility fees would be a fixed amount annually. The fees were doubled 10 years ago to support bond payments, which had all been

relinquished. And the facility fee should be reduced to fair levels for a refund to be issued promptly. Maybe what this board really needs is a psychologist has contemplated in item six for the board packet, or maybe just introduce a concept of honesty. Thank you.

Mike Abel said his comments tonight address the insanely foolish proposal entered their contract with the Mathis group for which I can figure out is a group of one person. Only our esteemed Chairman Callicrate and come up with such a stupid proposal, naturally supported by our esteemed GM and two never-say-no trustees. Perhaps our trustees didn't receive enough attention from their mothers with their children. They then learn to clean up after themselves in kindergarten. Perhaps somebody called them a name on the playground, or they have unresolved issues with relatives. I love all the ways Dr. Bill will solve IVGID problems. But frankly, it sounds like a lot of bovine excrement. Frankly, when we have trustees are willing to throw away, not 48, but 56,000 of the taxpayers hard earned money on this. It's high time to look for new trustees. I suggest that our conflicts unresolved Chairman find a shrink on his own dime, rather than have the taxpayers subsidize his personal shortcomings and lack of leadership skills. For how about just screaming to the public. They are all a bunch of weak needs snowflakes that number one can't return difficult phone calls to resolve conflicts. Number two, tolerate lies and half-truths from your staffers. And three, never respond to the serious concerns of the public. Moving on to the next project; I noticed the Diamond Peak master plans coming up again for discussion. I say forget the stupid proposals about summer activities and concentrate on what's really makes money. What makes money and attracts people to diamond peak is quality ski lifts decent facilities and good trail grooming in the winter. The lake new chair is at the end of its useful life. This is the core left of diamond peak, it's time to make the jump and install a detachable quad or a detachable six pack lift on Lake View. This would dramatically improve skier safety, enhance diamond peaks images a real ski resort, rather than IVGID's stepchild. This could be combined with a modestly expanded snowflake. As a skier and frequent diamond peaks visitor, these two enhancements will provide real value to our community, allowing a commensurate increase in safety, customer satisfaction and allowing for a commensurate increase in ticket pass prices. Finally, I want to comment on the new field proposal. While we as a community should walk in this fine offer to fund a dramatic improvement to facilities, I have three concerns about this proposal. Number one, I'm put up for the timeline of having an MOU in place by February 9 as demanded. There's a massive project and I think the community should be more substantively engaged prior to making an MOU commitment. Number two, how will this commitment be financially structured; in the past if it is grossly under estimated projects and mismanaged them. Sometimes with costs for like two or three times what early estimates are. This financial commitment needs to be hammered out and funds should be reserved.

Aaron Katz said I'm going to talk about priority projects, item G-4. You board members are not listening to me, but others in our community are, and that's why I continue to speak. It's essentially everything you and your staff do. It's a lack of transparency; its lies; its deceit, and its misrepresentations and massive waste. It's everything. Pick a subject. Doesn't matter which one it is start digging for the truth. And when you reach the core, there is no truth, nor goodness, nor ethics. It's all a lie and all advanced by local property

owners who are made to financially subsidize everything that's wrong here. Staff advanced the narrative that their staff are competent and trustworthy, ethical, and forthcoming. Call upon to lie. The truth is your staff can't do anything in a professional manner. Look at the Burnt Cedar Pool, or the Pond Liner, or the Effluent Pipeline, or the ball fields of incline park, or how about the mountain bike pump track, or the mountain course cart pathways, or maintenance of the golf carts or maintenance of the county's parks or maintenance of the county's dedicated streets. It's everything all the time. This item seeks Community Services priority projects that are by and large projects that create new facilities and new programs. Yet the community told Staff directly, not bigger, not now, not more expensive, maintain what you've got, and that's it. Does Staff listen, of course not. Look at page 164, the board packet 22 million proposed on community service projects. 6.4 million proposed on beach projects, and this is just in the next five years. That's over 5.6 million a year each year, over the next five years. And since our staff can do anything confident, it's probably closer to 8 million a year. Where's the money going to come from? Your Rec Fee. So those are public facilities has some of these available will be used by those who were not paying any of the 28 million and you think that's okay, you think that's fair? You're crazy. Before you pay anything of this pie in the sky projects. You need to survey property owners and ask them if they're willing to pay something staff refuses to do. You know the answer. Be responsible for once. Thank you.

Margaret Martini said the ultimate cost will be in the neighborhood of about \$100,000. When all is said and done. They are due to the board vote to pay the Mathis group and the initial payment of \$8,000. Plus, to develop a proposal that is intended to provide therapy to board members and staff under the guise of professional development. I'm assuming. This was a non-budgeted expenditure, as many are and is only the first step in an anticipated long-range program was many steps and many, many more dollars. I think that Miss Herron has said to another community member that \$6600 was a budgeted amount. And as is typical with the board, they forged ahead with an unbudgeted overage. Is it possible that the Board did not know the amounts budgeted? I would say that's a distinct possibility, and most likely a probability. It's a board cares to look at the proposal by Mathis they will know hopefully, that \$48,700 of phase one is the proposed amount. And where's that money budgeted for the second amount? And what about phase two? 14:44. How much more for that one? One can see how the amounts can add up to my favorite amount of around \$100,000. Maybe more since the board has proven over and over as well as staff has that the dysfunctionality is wholly apparent. 60% of the board is up for reelection this year. In conclusion, all of this psychological training is going to be a waste of time and money on the possibilities that the makeup of the board will hopefully most certainly change. This is beyond an exercise in futility, and a gross waste of taxpayer funds. We can only hope that a newly elected board will act like responsible adults, and not need this expensive psychological training on how to be responsible adults and doing their jobs, but we can only hope. Going forward, what should not even be considered as one looks at all of the facts which point to an expensive, overpriced exercise in futility. Common sense should rain on this one. Indra has indicated that its unfunded as it was not expressively included in the approval of the fiscal year 2022-23 budget. So what a staff do? Finds a way around to spend the money from somewhere else from the general fund or some other tap dance into other funding resources paid for by the taxpayers. The

district slush fund known as unrestricted fund balance, will again be rated for such a frivolous endeavor. How about looking at some fiscal responsibility and ethical behavior to those that fund this carelessly run government agency that we call IVGID. A novel idea. Thank you.

Cliff Dobler said these written comments should be made part of the Board meeting minutes. Back in 2016 and 2017, a survey of property owners was accomplished in conjunction with a new master plan. The results were presented to the Board on 2-21-2018. The survey stated clearly that 68% of the people surveyed had funding priorities that focused on taking better care of what we have and improve the conditions and appeal of the recreational facilities and parks. Only 32% of the people surveyed considered funding priority should be to invest in buildings or expanding recreational facilities in response to increasing demands, be visionary for the future. Does the board understand this? So subsequently a master plan was done and approved by the Board considering about expanding recreational facilities a disconnect, no doubt about it. Now here's some fascinating stuff that was not in the master plans: The burnt cedar pool, golf course cart paths, maintenance buildings at the golf courses, and a complete replacement of diamond peak parking was never addressed. So much for a complete master plan. Let's talk about care of what we have and improve conditions. The lawns at the Rec Center, the beaches, and village green are not grass lawns but weed logged. How come the golf courses can grow actual grass, but the lawns at these other venues grow weeds. According to Darren Howard over 60% of the championship golf cart paths need replacement. The paving project at diamond peak is not even in this memo with Winquest. The incline beach houses set idle for four years; \$250,000 was blown on excessive design is not even in the current five-year plan. The diamond peak use permit with the US Forest Service expires on 12-31-2023 which only allows for one more ski season not even mentioned within the Winquest report. This Winquest memo is an eyewash so the board can feel good about picking things and doing nothing. There is no plan. How about a real capital plan? I together with several other community members will provide a real capital plan on taking care of what we have and presented to the board sometime in April. By the way, Chairman Callicrate, I never got anything regarding these purported comments that I said about Davis Farr. I assume you are going to provide a policy tonight, simply because you can't find any correspondence or anything that I said. Thank you very much.

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



Gwen Paul said I am also calling in for the Duffield very generous donation offer. I was born and raised local who really grew into a what I would humbly say a successful adult here an incline. I can't even imagine what something like a well-developed rec center would have done for myself. I currently work as an engineer in town and look forward to developing or to growing a family here. I can't imagine that better opportunities than what the fields have offered us for the Rec Center. Having a place to grow and learn and develop skills beyond being an athlete where you learn to be a teammate, where you can hang out with your friends. It presents an immense opportunity that I think this board should be grateful for. I think this town should be grateful for. I really want to make sure it's clear that we don't develop a town without our youth. And we can complain about every single current path or budgetary issue that you want. But this town doesn't exist without our youth. And growing and developing them will be essential to us. Thank you for your time board. I think you guys are doing a great job. I really appreciate the fact that you're able to sit here and handle some incredibly inconsiderate and rude comments, despite us all being adults. I think we can all grow up a bit here. But I appreciate everything you guys do. I also appreciate the IVGID staff; I've already skied 15 times already this year. And I've been incredibly impressed by the staff, let alone the facility. I'm a proud local and I am proud of you guys. Thank you for your time.

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

the board feels strongly, they were elected to make the tough decisions start with setting appropriate user fees.

Gail Krolick said I am actually appalled listening to some of the public comments presented here this evening. First and foremost, I am a proud resident of 31 years here in Incline Village, until my daughters were born and raised here as well. Back in 1999, I had the privilege of being a trustee for this community through 2002. In 1999 we had a board that was dysfunctional, I would say at best. A lot of concerns I heard again this evening. But different characters, different voices, same old Nonsense to be frank. However, back in 1999, the board was frustrated, the community was frustrated. We had endless roundtable discussions and we seem to be spinning our wheels, kind of like how we're doing now. And then Mr. Mathis appeared. It was the most incredible training I have ever received in my career. Not only did I learn how to communicate better amongst my peers, my board members but also with the general public of Incline Village, Crystal Bay, also with the general manager at that time, Mr. John Danielson. We really built a team within our board and with our community. And I would trust that Dr. Mathis, after having 40 years of an incredible career can do this, again, not just for the board, but for this community where we can really learn to work together. Mr. Duffield, and the amount of money that they have given to this community, to our youth to our seniors, they came to the aid when we had that horrific pandemic COVID. They were taking care of individuals who couldn't pay mortgages and putting food on their table. And now they come yet again, after hearing countless people, same characters over and over, for the last two years, and yet they still come ahead, and they are willing to donate not just their time and their staff but \$1,000s upon \$1,000s of dollars to expand a recreation center. First, I like to thank their Duffield Foundation and the Duffield personally for their never ending giving to this community. And I want to thank Mr. Winquest for developing partnerships with the Duffield over the years. Since he was a front desk counter person at a recreation center, he's done a remarkable job for fostering this partnership IVGID has, and Washoe County School District has with the Foundation. To all the naysayers, I understand your frustration, but I would encourage you to pick up the phone and talk and think about how you are presenting yourself and tone of voice. Perhaps it's your delivery that is frustrating everyone else in the community because not everyone feels like you. Thank you for your time.

Jaime Miller said I'm a local resident with school-aged children. I want to express my support for the Rec Center expansion, and I thank the Duffield Foundation and Duffield's for their generosity in this community.

Karen Schussler said I'm an Incline Village resident and active member in the school community. We are in support of rec center expansion. Thank you, Duffield's, for your generous contributions. Our family looks forward to the mini benefits that this expansion will bring to the community. Thank you.

Katelyn Wright said I'm calling about the rec center. I'm a professional athlete. I grew up in Incline and have been here my whole life. One of the biggest things growing up was the stability of community around sports. We didn't have that with rec center. We had that

with individual sport we were playing. With how close knit this community is with the kids, it's important for developing skills; this rec center is a great idea. Duffield's are doing a great job bringing this to the forefront. I would have benefited from this growing up and having a place for kids to go and have a part of something bigger and the whole entire community. I played everything; I grew up here. IVGID has been a big part of my life and sports in general. It's a big opportunity. I can bring everyone together and the schools together. It's a great idea. I'm in massive support of it.

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

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

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

Matt Pleshy said we've been Incline Village residence for about two years. We have two daughters, ages 12 and eight, who think this is just a paradise. I want to thank you and the board for all that you've done for Incline over the years. We do know that Duffield's; they're wonderful people and we are in full support for this rec center addition. I think its going be wonderful for the entire community and look forward to it and I hope you guys approve it.

Public member (inaudible). I'm in full support. I've heard from other parents who we coach with in youth program here in town. I've spoken with Dave directly about the plan for future baseball, basketball, football here in town. I wanted to share example of why we need this expansion. Last Sunday, I took about a dozen girls to the rec center on the school team. Those girls practiced for their first game. We need the space. Pickleball had the court reserved. It's a great resource to have. I'm in full support.

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

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

Casey Jennings said I'm support of Duffield's Rec Center. I went to high school here in 1993. There were a lot of extracurricular activities outside of school that I would not I want my kids to be nowadays. There was a lot of drinks and a lot of things that we probably shouldn't have been doing. We were bored. I'm in total support of this. I think it gives the kids and the youth another place to go and visit without their parents but surrounded by their peers and other sports programs. I can't see why anyone argue why we wouldn't have this. I'm sure the golf cart paths are fine. I know diamond peak is. I'm in total support and I hope we can get this project passed and I look forward to it. Thank you to the Duffield's. Good night.

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

additional support for our Children. Thank you to everyone and thank you for your support for the Duffield's and the board. Hopefully we'll get just passed. We're in support.

Robert Donahue said I've lived in Incline for the last six years and I am also involved in the community. I'm the AYS soccer commissioner and I have coach flag football for a number of years, and I've been a soccer coach in town some numbers of years. The one thing that I look at being the soccer commissioner is trying to keep the youth as involved as we can in Sports, athletics, and competition Because I think that brings That's a great situation To the youth. It gives them something better to do then they'll be around About. and the camaraderie and the growth as a community that I see develops. I've been coaching for the last six years, and I've seen these kids grow from when they were six years old to now when they're 12 and 14 and to see their growth and what they learn as a team and how they go out into community. When they see everyone out and about together. There's a sense of a wholeness of that we're all probably incline. It would be very easy if we didn't have that, they would fragment off. And now I look at it I'm trying to put together different winter and spring leagues and there isn't really a place to do it. I try to put something together at the Incline middle school or high school and of course the schools have been great, but I could actually run programs every night of the week for kids from six to 14 and I think that would be immeasurable growth and an asset to the community going forward as opposed to having everyone break off. Without skiing, there aren't a lot of outlets. I've seen with other communities and visiting different regions and location, having a vibrant soccer community really keeps the Community and the athletes and the youngsters Together Pulling for each other and seeing each other rather than Leaving him You know literally to their own devices. And I just think would be such an asset and such a great value to expand the rec center and to incorporate this into the community.

Hearing no further requests for public comment, Chair Callicrate closed the public comment period.

#### **D. APPROVAL OF AGENDA (for possible action)**

Trustee Schmitz stated I would recommend that General Business item G.3 update to the selected Board policies and practice be ready removed from the agenda for a couple of reasons. First, I understand that our consultant that we have hired actually hadn't had an opportunity to review these draft policies. Secondly, as a board member I just received this Moss Adams report and I'd like to Listen to the Moss Adams recommendations and have time to absorb that and at a later meeting give more constructive feedback on these policies. I think it would be wise for us just defer this and give us all of that opportunity. Chair Callicrate stated he is in disagreement so I'm going to refer to our counsel; I think it is It's been our practice that we have voted if this is to be taken off the agenda, do we do a vote on that like we've done that in the past. Counsel Nelson said that's correct and I would recommend we See if there are other requested edits to the agenda and they could all be handle it that way and we could split them up. Trustee Dent asked if the draft policy were reviewed by our consultant. Chair Callicrate stated he is under the impression that they were the initial draft policies were looked at, but the scope of worked for the Moss

Adams was to look over the initial and then the final that was up to the board and our directors of the specific departments who are working on these to come to the finalized policy; that wasn't in the initial scope. It was to look over the draft and make their recommendations which they made. Mr. Navazio stated the scope of work for Moss Adams did not contemplate the review of all of the policies that are currently being reviewed and updated as the board will hear under number two. They did review early drafts have board policy 8.1 and provided feedback on that, per the scope of work. We're happy if this item is on agenda to discuss with the board on how the Moss Adams recommendations have been factored in but they're scope of work never contemplated weigh in on reserve policies or central services policies. The very specific scope focuses on capital planning and Budgeting which are not policies included in items three. Trustee Tonking said she echoes what Paul had said and we had to scope of work for every policy, it would be extremely expensive; even to the cost to review item three was extremely expensive. I feel confident these policies were reviewed multiple times. And what Moss Adams proposed, the parts of are similar to what's in other policies, hopefully is what ends up on the agenda. Counsel Nelson said this is starting to turn really into a debate on this substance of the of the item. He said he will defer the board, but the Board may consider leaving the item on the on the agenda which does not mean the Board will take action on the item. It would give an opportunity to discuss some of these issues to some more detail. Trustee Dent So I just try out trying to get my question answered and that sounds like initial draft of some of the policies were reviewed by Moss Adams but maybe not this draft. 8.1, 9.1 and 2.9 were part of their scope to review. That's what it says on page 61 so that's why I'm confused and trying to get answers. Chair Callicrate said I think that in light of that there are More questions that are being asked to tend to not weigh into getting into substantive debate which would be not what we're talking about for The Agenda Item. Mr. Navazio said we're comfortable with what Moss Adams performed exactly what ask them to perform and preparing an item that's on the agenda this evening. Trustee Wong said I know how much time and effort goes into crafting these agenda in the order in which things are placed but given the amount of public comment that we had related to on G5, would it makes sent to move G.4 and G.5 to the beginning of the agenda. She said those two conversations lead into each other just given the volume of public comment we had related to G.5, If we wanted to talk discuss those first, it's just a suggestion. Chair Callicrate said there were 26 people that weighed-in on those two items, so those would be proposed change. Trustee Schmitz said the question has not been answered and the Question is Has Moss Adams reviewed these to draft policies that are in Our board packet today because it is part of the scope of work. After speaking with Moss Adams yesterday asking questions about their presentation, I was told that they have not. I think that it's important for all of us Trustees understand the Moss Adams report and understand the recommendations, and then have time to digest that so that we can then provide valuable input into the policies and to make sure that Moss Adams has Review All of these draft policies that are in our packet Today. Chair Callicrate said since there seems to be differences in regard to the removal of Item G.3, I want to reach out to our Attorney Mr. Nelson. We would need to vote on that is. Counsel Nelson said that's correct. Chair Callicrate in regard to moving items G.4 and G.5 to G.1 and G.2, I don't have an issue with that since there are many people Who are you who have called in with comments and want to find out sooner rather than later on what's going on. Chair

Callicrate asked if there are any objections to moving Items G.4 and G.5 to the beginning of the agenda.

Trustee Schmitz said I have no problem with item five, and I understand the public interest in item five. Item four again has an impact out of the Moss Adams report, and I think that that should at least remain after we hear the Moss Adams report. Chair Callicrate asked Trustee Wong if she was ok with that. Trustee Wong stated no, but I think if you read the board packet, item four lays out where item five falls in the priority project, but we can just move five to the front. Chair Callicrate are there any problems with Item five being the new item one? There was a consensus on moving item G.5 to the front of the agenda. Chair Callicrate called for a motion to approve the agenda as stated with the movement of item G.5 to be heard as G.1 and removing Item G.3.

Trustee Schmitz moved that the General Business item G.5 be moved to General Business G.1 and that general business G.3 be removed from this evening's agenda. Trustee Dent seconded the motion. The motion failed 2-3.

Trustee Wong moved to approve the agenda with moving General Business item G.5 be moved to General Business G.1. Trustee Tonking seconded the motion which carried unanimously. The rest of the agenda will move forward as presented.

#### **E. DISTRICT GENERAL MANAGER UPDATE (for possible action)**

District General Manager Indra Winquest provided a highlight regarding the legal counsel review of the Beach Deed of Ordinance 7. The selection committee that is comprised of GM Winquest, Trustee Schmitz, Ordinance Committee member Becker went through process of soliciting proposals and interviewed two of the three proposals. The committee unanimously selected the firm of Thorndahl Armstrong that will represent us on this effort. This was requested by the Ordinance 7 Committee to hire a third party to assist the board in its effort to make revisions to Ordinance 7 as well as for other issues such as non-resident access to beaches, and beach policy 16.1, commercial operations at beaches. We have had a couple of meetings with the firm. We are currently working on draft recommendations to go over with Ordinance 7 committee before setting a special meeting.

General Manager Winquest read the proclamation recognizing the contributions to the communities of Incline Village and Crystal Bay, Nevada made by Mr. Peter Todoroff. GM Winquest and the Board commended Mr. Todoroff. Mr. Todoroff said he has been a resident for 41 years. He said thanked and recognized people for helping him: Wayne Ford, Marsha Berkgigler, John Crockett, Ann Nichols. They attended meetings and helped him with accomplishments. Chair Callicrate thanked Dr. Tycer for her help recognizing Mr. Todoroff.

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

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

**G. GENERAL BUSINESS (for possible action)**

1. **(Previous item G.5) SUBJECT: RECREATION CENTER EXPANSION GRANT OPPORTUNITY** Recommendation for Action: Review, discuss and approve staff to work with the Dave and Cheryl Duffield Foundation to develop a Memorandum of Understanding (MOU) to initiate a conceptual design phase for the purpose of expanding programs and services to the community at the Recreation Center, to be brought back to the Board of Trustees for approval at a future meeting (Requesting Staff Member: District General Manager Indra Winquest)

GM Winquest said I want to thank members of the community especially our families who at home trying to prepare dinner and trying to get the kids to bed. Thank you everyone for calling in and showing support what I would consider on believably generous offered by David and Cheryl. I'm unfortunately enough to develop a strong relationship with. I can't tell you enough Are they Some of the most gracious and generous, respectful and down to earth People will ever meet. I want to thank Dave Cheryl for this and everything they do for the community. I do apologize that you had to listen to the vitriol that you had to listen to on a regular basis. Hopefully you got an opportunity to read this agenda item. In response to one of the public comments, look on page 182, paragraph under next steps. It very clearly states that if approved staff would work with the Dave and Cheryl foundation for an MOU enter into an agreement to complete a vision and conceptual phase. The intent was not to bring back full project On February 9. That would be impossible put together that level following information to provide the board. If people make public comment, it's important to actually read the information. The memo speaks for itself. We are trying to do this methodically. I don't want to spend a lot of staff time having meetings with local stakeholders and Boys and Girls Club meeting and Duffield foundation until we know that we have the support of his board and community as we move forward. So, if approved this evening, we will reconvene our visioning committee with 2-3 community local stakeholder; folks that appreciate this offer and have experience in the community would be we extremely helpful as we move to what we consider a visionary process. We vision what it is we really think you need out of this This project, we come back to the Board with an MOU between IVGID and Duffield Foundation simply for moving into the conceptual phase which will include a conceptual design, high level cost estimation, additional estimated costs for operations and maintenance of the facility, potential programming and business plan for the expansion. All of that will happen through the conceptual phase. Once the conceptual phase is completed and we are going to move aggressively; we will be bringing that back to the board again for hopeful approval



to move forward with the conceptual design and vision will be presented to you. We want to make sure that there is plenty of opportunity for the board to weigh in on this entire process as this is a very important initiative that we may be part of. I can tell you that in 19 years that I've been with the district, I'm not trying to pat myself on the back, but I think you'd be hard pressed to find someone more experience and how to better understand than I do on this issue. As someone that was the Director of Parks and Recreation, that grew up through the Parks and Recreation department, sports supervisor, managing all Programming, I've seeing everything in the community over the past 20 years. Everything that you've heard from our community members witnessing is absolutely true including those who grew up here who wish they had the same opportunities. I actually remember probably kicking those kids out of the rec center because once in a while because they just want to recreate and hang out with their friends. I've received letters thanking me for bringing this this the board. My message to those folks is that I'd be the worst GM on the planet if I didn't to present this opportunity to our board. I am very confident we are doing the right thing. There's going to be a lot of discussion and I understand that we are going be concerns if we need to increase the recreation facility fee. When people may have concerns with the ongoing operation maintenance has to remain for staff. This is intended to be a fee-based facility; however, we do intend to work with both local nonprofits to create a scholarship fund. The goal that Mr. Duffield and I have on this project is to ensure that no child is ever be turned away from the opportunity participate in this portion of the rec center expansion, to programming and everything that we do. Many of them I've coached over the 19 years that I've been here, were extremely benefit from somewhere where they can go on their own and socialize and recreate in a safe, supervised and well managed facility. Obvious we are looking to partner with the Boys and Girls Club on this effort. We don't know exactly what that looks like. Everyone knows the model that has made the boys and girls both successful beginning since the beginning of time. There are collaborators and agencies involved in this. There is a tremendous amount of community support. That was just the tip of the iceberg you heard this evening. To me, it would be nonsensical to at least not move into the next phase which is conceptual phase and determine what this project will actually look like. I really appreciate the opportunity to speak. I'm very passionate about this. I will continue to do what I can to nurture the growth and overall success of our team and IVGID and our families in particular are able to live in this community. I'm happy to answer any questions.

Trustee Schmitz said thank you so much to Cheryl and Dave Duffield on the Duffield side foundation for bringing this opportunity Forward. I'm grateful for that. Does legal counsel have adequate time to craft this, and review it in order to get it in packet by February 9th? I have a question for the General Manager as far as you have that's been in the past anyway, I really appreciate the fact that you have been forming community committees for different initiatives. I think it's really important. And typically, you assign a trustee to a specific committee So I'm wondering if that has been also decided? GM Winquest thanked Trustee Schmitz for her questions. He said to answer her first question, he actually has had that discussion with Trustee Dent about being the trustee to be part of this; Mr. Dent has two young children but has a tremendous amount of project management and construction which will benefit this process assuming that Trustee Dent is willing and has time to do it. It wouldn't be a major time commitment but based on his

background would let Trustee Dent represent us and the board. Counsel Nelson said to answer the question on timing. We do anticipate being able to meet the timeline and getting it to the board with only potential hiccup would be if for some reason there's a significant A lot of back and forth between ourselves and the Duffield foundation. That's something we anticipate now on but if it is we use certainly notify the board and explain the reason for the delay.

Trustee Wong I do want to Thanks to Duffield for their contribution to the community and helping us move forward and accomplish a lot of projects that are laid out in our master plans. I am looking forward to my daughter being able to participate in these programs and use this facility when we bring it to fruition. And I want to thank out everybody who gave public comments today. It is really refreshing to hear different voices. I think I heard some my favorite public comments of all time today which is pretty impressive considering you I've been doing this for seven years. I really appreciate everyone taking the time to comment and the people who emailed us including principals, former principals, community members. We have received your emails and we've heard your voices and we appreciate your input.

Trustee Tonking said I want to make a comment and again like everyone has said tonight thank Dave and Cheryl Duffield foundation for doing; this something as a kid growing up here, it's something I could only dream of. It's really cool to see those types of initiatives and see our community progress. I think those kinds of moments are really exciting. I want to thank the community who came out. We don't always get to hear from them.

Trustee Dent said I'll just say ditto to everything all the trustees said before me and I'm prepared to make a motion, chair.

**MOTION:** Trustee Dent moved to approve staff to work with Dave and Cheryl Duffield foundation to develop a Memorandum of Understanding to initiate a conceptual design phase for the purpose of expanding programs and services to the community and the Recreation Center and to be brought back to the Board of Trustees for approval at a future meeting. The motion was second by Trustee Tonking. Chair Callicrate stated before we take a vote; he said he wanted to say he concurs with my colleagues. Dave and Cheryl you have been a tremendous force in this community. I had the opportunity to meet you when you first moved here. You have just surpassed what anybody could hope in a community membership. Again, heartfelt thanks from all of us at the board and all of those folks that call in. This community is indebted to you, and you keep giving despite what some folks might say. Chair Callicrate called for the vote. The motion carried unanimously.

The Board took a 10-minute recess.

2. **(Previous agenda item G.1) SUBJECT: 40 PARCEL CONDOMINIUM DEVELOPMENT – 947 TAHOE BLVD. – WILL SERVE LETTER FOR WATER**

Recommendation for Action: Review, discuss and obtain approval from the IVGID Board of Trustees for a will serve letter for water; Project: 40 parcel condominium development at 947 Tahoe Boulevard, Incline Village, Nevada (Requesting Staff Member: Director of Public Works Brad Underwood)

Director of Public Works Brad Underwood introduced the item. There is quite a bit information in your packet about the site. As part of the Washoe county development approval process, a Will serve letter is required for to accompany the developer's application. We're really asking for your authorization to do that for the developer. There's also a couple of other items that we will look for your authorization for is to execute an encroach permit for Nevada DOT for the water for the application and then also to authorize us with the right them the intent to sell them water rights as well per Ordinance four. There are members of the development team on here, so you have any question for them they're available to answer questions.

Trustee Schmitz said roughly about a year ago we received the recommendation from Moss Adams that the district should solicit Professional Services. We had Some challenges with Loomis with the Mountain Cart path project and I'm wondering if you have reached out to other for how you came to the conclusion that you wanted to move forward with Loomis as professional service as the provider for this project because I have concerns based on our recent past track record with Loomis.

Mr. Underwood said the developer actually had recommended to use Loomis and so what we didn't want to do is have the developer pay for work that we would desire to have. Loomis also worked on the water model in the past and so there they're familiar with it so we feel comfortable with their efforts on this process. Trustee Schmitz said I just like to say thank you for the developer team for reaching out and scheduling community meeting later this month. I believe it's on Monday the 24th. That's admirable of you and I want to express appreciation for that. I know that you were presenting at the CAB meeting is well and we're soliciting a lot of input and feedback from the community, and I think that's a good way to start with the start of the project off. Have The only other question I have is relative to the water rights. Are there any water conservation efforts that are part of this project? Mr. Underwood stated he isn't familiar if there is any and would have to ask the design engineer or developer to comment on that. We're all in the stage of conservation, but I don't know that we actually have any requirements. If Michael Lafrancois is on, he could answer that question.

Michael Lafrancois said he could speak to site work in what's required by IVGID code and water efficiency. It would be the intent of the project to meet all IVGID standards, landscape standards especially with respect to water use.

Seth B., project architect, said we are anticipating continuing forward with the Efficient appliances and fixtures throughout building we're as well going to impose limitations on things like showerhead flow rates and toilet gallons per minute flushes. So we fully intend to include portions like that in the project.

**MOTION:** Trustee Wong moved that we authorized the issuance of a will serve letter for water, sanitary sewer, and solid waste removal services associated with the proposed 40 parcel condominiums development known as Nine Four Seven Tahoe. Authorized Staff to execute an NDOT encroachment permit and NDEP water project application for the proposed developments. All costs associated with preparing applications and application should be borne by the developer and authorize the intent to sell water rights as required for the proposed development per Ordinance 4. The exact amount of water rights required for the development shall be determined once detailed plans are submitted to IVGID compliance for approval. Trustee Tonking seconded the motion which passed unanimous in favor. Chair Callicrate thanked the development team for their outreach to the community.

**3. (Previous agenda item G.2) SUBJECT: FINAL REPORT, MOSS ADAMS, CAPITAL PLANNING AND BUDGETING, PRESENTER: MR. STEPHEN BACCHETTI**

Recommendation for Action: Receive the final report from Moss Adams, as presented by Mr. Stephen Bacchetti, on Capital Planning and Budgeting (Requesting Staff Member: Director of Finance Paul Navazio)

Mr. Navazio introduced the item. This item starts on page 60 of the Board packet and constitutes receipt and transmittal to the border of the final report from Moss Adams. This is our third engagement in roughly the last year plus with Moss Adams. I will note that this specifically engagement stem directly from the first Moss Adams report that actually Mr. Bacchetti also lead for Moss Adams and one of the first recommend in the construction advisor report was that the district review and update its existing policies regarding capital program planning and capital budgeting and capital program execution. In this engagement at its core is a follow up on that, and they reviewed our current board policies 12.1, 13.1 and board practice 13.2. Consistent with a handful of the board policies are currently in process of being updated. And consistent with reports that we gave to the board back in October as well as in a workshop recently in December, the focus of this report is capital project plan and capital budgeting; however, we did also ask them as part This scope to provide feedback on the update of our capitalization policy which we shared previous with the board; Staff is taking the lead on and After the report from Moss Adams, we can talk about answering questions and also discuss next steps as it relates to the recommendation into this report.

Steve Bacchetti, Moss Adams, introduced Halie Garcia and provided a PowerPoint presentation slideshow.

Trustee Schmitz said there were questions at the beginning of the meeting of whether Moss Adams your third bullet point here says that part of your scope of work is to review the draft policy 8.1 that is in tonight's packet. There was confusion. Has Moss Adams had the opportunity to review and discuss with management the version of have that policy that is in tonight board packets. Haile Garcia said when we say that we review the updated

draft, that was the draft where management had consolidated and prepared a draft as of August 2021. After performing that initial review, we provided this report to management with all of the recommendations. Since our report was provided in the October-November timeframe, our understanding is Management has made updates. They sent us a couple of questions along the way which we have answered but we have not performed review of all of those updates as management was in responsible for carrying out recommendation.

Paul Navazio provided a PowerPoint presentation.

Trustee Schmitz said this is sort of a question and I think for both Moss Adams and Director of Financing Navazio. If you look at page 94. This is the layout for the capital project delivery. One of the things that I thought I heard Moss Adams say is that we should have more clarity as far as reporting. And if we look specifically at the design and specifications section where it talks About the Board of Trustees responsibility and then it talks about the General Manager's responsibility, one of the things that came to light is it you look at number 3, Under the General Manager, it says review and approve final design spec on projects. Something that came mind with the Burnt Cedar Pool is that the Board of Trustees has not seen the final design. The Board of Trustees saw the conceptual design and approve this conceptual design. In working with staff, I learned that the conceptual design is not the final design. I think that when we look at this, we need to look at objects and the Burnt Cedar Public might be one of them and it clearly says the general manager reviews and approves the final design but ideally, I that should be reported by back to the Board of Trustees and even to the general public. I think that reporting and sharing and communicating of information is something that should be incorporated, so we are certain when things are being communicated and not only to the Board of Trustees but just to the general public. I'm referring to Moss Adams in saying is that something that I took from your report that we should be doing, more communicating and clarity of when things are to be reported.

Haile Garcia said one of the key things in our report was clarifying when reporting does need to come back to the board and in what format. And then There's a long list of considerations that need to be made and I think that's where Paul was getting out and laying out that roles and responsibilities chart and to try to identify at each phase when the recording will go back to the board however Paul can probably talk more for your specific question and those cases.

Paul Navazio said it's a great example which is you know here's what our current policy is here's what we think we've been following and if they are things that The board would like to see clarified or done differently that's what we would be doing. I would say that you're Comment on page 94 and 97, because the form of that reporting can either be any kind of transactional which is any anytime something happens. On page 97, the concept is if we implement more robust capital projects status reporting, say for the Burnt Cedar Pool, the board would be getting regular updates monthly or whatever on what's been completed, what the next steps are, where are we with milestones. When project designs are approved, if that's where we land on the roles, the board gets that information - what's

next, when we're going to be back in front of the board, so the idea is to have these processes and roles and reports work together because no one policy or procedure is going to do everything; it's a combination of your roles and very important focus on reporting out. Right now, it's kind of ad hoc basis of reporting out, so I think the answer the question is yes, but we are going to do Looking for input from the board on: do you want every single project; Do you want major projects; do you want milestones; What two things should we be focusing in those reports?

Trustee Schmitz said I'm assuming that in all this for these capital projects, you've been getting input from Moss Adams because they have a tremendous amount of experience with all of the reporting aspects and so I'm making the assumption that you're working closely with them. Mr. Navazio said with Brad and Indra. The point is we will continue to work together. And what we going to do is come back next to the board with sort of kind of first outline and to get some feedback rather than going right to drafting the policy language. And our engineering manager and projects manager have a very strong roll in how best to present the information.

Trustee Schmitz asked Moss Adams; in your report in your grid that starts on page 68, it talks about reporter documentation to support the best practice. When you get to page 73, you start is saying not applicable. I'm curious are you saying that there aren't reports and is that a gap. I'm not sure what that NA means; Does that mean it's a gap that the district just supposed to fill? Ms. Garcia said in that table, if you read the actual GFOA best practice that it's related to, in some there isn't an action item that would require a report; however, if you look down at the next item in the list, it talks a GFOA best practice that would have a report. If there's an NA in there, it means it's not applicable; you wouldn't be reporting on something of that sort. If you look at the column and it has a 'NO' that means, there's a gap and there likely should be a report that's there.

Trustee Schmitz said I appreciate all of this detailed report. There's a lot here to digest. I might follow up with you offline to ask some clarifying questions. But it's a very detailed report. And I appreciate the content and detail of the content. Thank you.

Chair Callicrate thanked Steve and Haile. This is a very detailed before gives us a lot that we need to work with and work on And I appreciate that law of the Deep Dive that you did Giving us a lot to one to utilize; A lot of good stuff positives moving forward.

Trustee Schmitz said I have a clarifying question. It appears as though there is some additional policy review that is yet to be done specifically with policy 8.1. because of the recent edits and modification. I'm assuming there's still a bit of additional work to be finished off with this project.

Mr. Navazio said in staff's perspective we believe that the work that was requested and outlined in the scope has been performed by Moss Adams. I think any additional review that we have going forward on the board policy and practices is in the board's court. We don't have any outstanding items left from our perspective for Moss Adams, hence the presentation of the final report.

Trustee Wong thanked Moss Adams for the work that you did on this. I know that you went round in circles a couple of times around in the interview that I had you guys. I want to say that the recommendations by Moss Adams had nothing that was earth shattering. These were clarifying details on how to better communicate our policies and who has what roles and responsibilities. We've spent a lot of time on policies and procedures. I'm excited to talk about priority projects coming up later this meeting because of for the first time we've done that in over a year. 2:15 So in over a year, this board has not talked about anything that gets impact our community and we've mostly talked about policies and procedures. I'm excited to get back to the work that we should be doing and how does IVGID serve our community and get away from policies and procedures. Policies and procedures important and I'm not going to underscore that. But what this report is particular tells me as that we do have good policies that we do have good practice. Absolutely there's always is going to be things that we can improve on, we can clarify, that we can do better. But on a whole, we're doing a good job. I really hope that we can move forward and stop wasting time and resources on policies and procedures and start working on things that actually matter to our community. Chair Callicrate said I'm in the middle on that as I think it is critically important we have our foundations of operation. They are very important. Were they earth shattering situations? No not really. There were areas in here that were pointing that we kind of knew were there but we brought them to the forefront. Our Director of Finance and his team have been diligently working on making those necessary changes and recommendations from Moss Adams. I think Moss Adams did an excellent job summarizing what we do well and what we need improvement on. Being that they are an independent third party just reaffirmed what we have been doing properly, and then show areas that we do need improvement upon. To your point about later in the meeting, I absolutely agree. Prioritization of all these different projects we have been bandying about in the community wants to see. This is the non-sexy, not fun part of the operation and activity that goes on behind the scenes. A lot of people get frustrated even those of us on the board because we're not seeing things happening out in the community, but it's critically important that we address some areas that haven't been addressed in a long time. Your points are well taken. As Trustees Schmitz said we can come at the middle. We've hashed this through for several months or years. Now it's time to come to the conclusion and move forward.

Trustee Schmitz said policies and procedures are what allow for good governance and ours are out of date. They haven't been updated. So it is an important thing for this community because it allows the board and the staff to work together and to all row the boat the same direction. So spending time and improving policies and it adhering to policies helps us all; it helps the board, it helps staff and therefore it does help community. I don't think this is a waste of time and I appreciate the effort that's being put into it both by our general manager and our director of finance. It's in making us better, and I appreciate.

Chair Callicrate thanked the Moss Adams team, Staff and Board.

**4. (Previous agenda item G.3) SUBJECT: BOARD POLICIES FOR APPROVAL – POLICY 7.1.0, 8.1.0 AND 18.1.0**

Recommendation for Action: Review, discuss and possibly take action to approve the following updates to the following three (3) Board Policies and/or Practices:

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

Director of Finance Navazio introduced the item. There we began reviews of these policies many months ago. We presented a work plan in April; we put presented draft of these reports last option October. We also reviewed this part of the budget workshop in early December. Since that we have received feedback from trustees as requested with clarifications, revisions or areas for improvement. We've attempted to incorporate most if not all of the feedback we received. Just want to note that in the actual policies that are before you, I'll use 7.1 as an example which starts on page 120-123 of your board packet. The text is in red in the packet is text that has been updated since the board workshop based on feedback that we received through the board; it's not really track changes but we're trying to show you what we have done to try to be responsive to the board feedback. We consolidate some practices involving policies, but the main thing is a new updated policy on appropriate level of reserves. For our general fund and our enterprise funds, we reviewed a couple of times with the board. Beginning on page 124, a new and improved recommended policy on the capitalization of fixed assets that's the combined two current policy and one practice. Red is language that we've updated; in this case both based on feedback from the board but also a follow up review with Moss Adams, specifically to our capitalization of individual items versus group of items that's specifically on page 124 of the packet. Policy 18.1 and practice 16.2 have consolidated into what begins on page 128 and 131. Staff recommendation for board consideration of adoption based on the feedback we've received and all the work that's gone into them, I believe they're significantly improved from the existing documents, and I would also end by saying that as is appropriate with all our board policies, any new or updated policies that we adopt needs to be reviewed periodically and updated as we go. These policies aren't chiseled in marble, but we think they will serve the intended going forward. And as we work on the budget process and administration of our fiscal affairs there being a need for any revision, we are fine doing that, but this is products of work gone into this to date. I appreciate the board's attention to board policies and practices and particularly the feedback that we've received and your patience with the process is taken us to this point.

Trustee Dent asked if Legal Counsel reviewed the policies. Counsel Nelson said I Review the policies when they are placed packet. I hadn't reviewed them before they were put in the packet, so the answer your question I did not do a detailed review. Trustee Dent said he noticed on page 124 are some words I've seen before and policies and I feel like it



gets us into a situation where we don't have clarity specifically page 124, the first sentence of 2.1, the word 'typically.' In the second sentence has 'maybe.' I feel like we should try to eliminate some of that stuff so there's clarity when things do or don't happen. Furthermore, there are several examples of times where we will group typical assets, but I think it would be good to have examples of things we won't be grouping. Just so we have a clarity there and we know what it is verse having Paul does it one-way leaves and Marty does it a little bit differently. I just think the consistencies is something we should be striving for. And given the amount of Time that the Trustees and staff have put into this, I think we just need to make sure we have overall clarity, so it doesn't get interpreted one way or another. That's been our issue for several years.

Trustee Schmitz thanked Trustee Dent. Just continue on that same subject. If we're going to have these types of things that we have capitalism thresholds, there should be, going back to the Moss Adams Report, there should be 'how is this being reported,' 'when is it being reported,' and 'who's approving,' because this is something that needs to be clear. In order to have control consistent financial reports it's important that there is consistency. I am recommending that you add some language about approval by whom and how is it being reported. Then under the cost basis, I don't quite understand and how you can capitalize services, donated goods and service, and using the word ancillary charges. It's ambiguous. I think that especially for the capitalization policies, it needs to be very clear and very prescriptive so that we have consistency in our financial reports.

Chair Callicrate said on page 125 on 3.1, it looks like it says ancillary charges being incidental costs necessary to place a capital asset into its intended location, condition or use; examples include title, fees attorney, or architects fees, freight charges, taxes and site reparation costs. Ancillary recharges are capitalized in addition to the purchase price and/or construction cost of capital assets. It looks like to that point; it does spell out specifically what ancillary charges are versus the value donated goods and/or services. There may be ambiguity there. I'm not quite certain what that might be. It looked like ancillary charges was pretty specific. Trustee Schmitz stated with ancillary charges, we should add the same thing that Trustee Dent recommended is: What things are not, so we do have some clarity and some examples.

Mr. Navazio thanked Trustees. He said we attempted to clarify and request to kind of clarify what included in ancillary and incidental costs. It was Moss Adams recommendation that the 'roles and responsibilities' is covered in Section 7.0 on Page 127 which kind of applies to the whole policy in terms of the board's role or our role and controller who's actually approving the application of the policy, but I'll defer to other trustees and come back and to clarify additional questions.

Trustee Tonking thanked Mr. Navazio for keeping section 7.0 because I feel like that It was really aligned with what Moss Adams had said. So when I had tracked it, I noticed guys had taken that input from the last time we saw it. I really appreciate that. Also, I have a little bit of concern about us listing every possible scenario. I think we're becoming more and more prescriptive and the more prescriptive you get back easier to see people find the holes. So I am of the idea that it is a policy, it is a guiding document is not something

in which you need to list every single option. So I think that going down that rabbit hole, we're actually going to harm ourselves more than what we're currently doing.

Trustee Dent said just in case I wasn't clear earlier, I don't suggest we put an example of every single thing, I'm suggesting we put things that aren't included. So we'd be listing things that don't fall under that.

Trustee Schmitz said she had a question about reporting aspects. I see the roll is a responsibility, but I think one of the things that Moss Adams identified was also reporting when and how that is happening. And is this something the controller then would be responsible for providing report as to the capitalization policy and how he is approving items to be capitalized, modified or disposed. Should we have a report on a periodic basis uses that identifies. Mr. Navazio said two things, the reporting is done. First of all, we started that this year, and you'll see it again at the February workshop, is clarifying in our budgeting and capital planning, what is to be capitalized and what is to be expensed because that's how we budget initially and then hopefully the reporting is done through our financial reporting, our monthly financial reports, our annual report and audit. If the board wishes to receive additional reports on any accounting transactions similar to the reports about checks over \$10,000, if the board wishes to see reports related to how we are capitalizing; that something that hasn't come up before, but we would. To answer your question, we acknowledge the language in the Moss Adams report but when we looked at the sample policies they gave us, really the reporting is through the financial reporting, and more specifically during the preparation of the annual consolidated financial reports.

Trustee Schmitz said it might be an idea to discuss this policy with the Audit Committee to see if the audit committee has any input or desire for reporting purposes just to make sure that the consistency in our financial reporting.

**MOTION:** Trustee Wong moved that we approve the following updates to selected board policies and practice: Approval of Board Policy 7.1.0 - Appropriate Level of Reserves Replaces existing Board Policy 7.1.0 and Practice 7.2.0, Replaces existing Board Policy 19.1.0 and Practice 19.2.0; Approval of Board Policy 8.1.0 - Capitalization of Fixed Assets; Replaces existing Board Policy 8.1.0 and Replaces Board Policy 9.1.0 and Board Practice 9.2.0; Approval of Board Policy 18.1.0 – Central Services Cost Allocation Plan; Replaces existing Board Policy 18.1.0 and Board Practice 18.2.0. Trustee Tonking seconded the motion.

Trustee Schmitz said I cannot support the capitalization policy 8.1 for purposes that Trustee Dent identify with Section 2.1 where there is ambiguity and unclear language. Then as it relates to policy 7.1, there isn't anything that identified what excess funds or any discussion of how excess funds are to be handled in the event of potentially a refund or reduction. There should be something in that says if our excess fund balance is over some certain percent, here's what we should do and it's it does have steps on page 122 of possible allocations but it doesn't have any language that specifies at what point does the board need to take action and it does not include as an option to either refund

over payment to parcel owners or to specify that the recreation fee needs to be reduced in order to bring the level down to us specific threshold. Trustee Dent said I just wanted to on the comments made earlier, the goal was to create clarity around these policies and all we are doing with the capitalization policy is creating more ambiguity and I think the issue that has plagued us the last six years will just continue when it comes to having policies with 'typically' and 'maybe' and a staff member can just decide when they're going to do something or not do something and Just up to their own decision. I think from a consistency's standpoint, I think this gets an 'F' and so I will not be supporting it. I think we can make your couple of minor changes such as bringing back examples of where we will not be grouping things and I don't think that's a huge ask. Trustee Schmitz said I think we are making progress and we are headed in the right direction. The work that has been put in has been very positive. I don't think we are quite finished yet.

Trustee Dent said I know all these up to were made to policies based on Trustees' recommendation; Section 2.1 who brought this up because this is the first time, I've seen it. Which Trustee asked for this change? Mr. Navazio As I tried to explain in the intro this was added specifically as a result of the discussion during the audit with the audit committee and also highlighted In the discussion with the board When we presented the audit. There was consent on the part that we needed to clarify in the capitalization policy, this issue of individual items versus group items. So that's where that language came from. And as I said, we reviewed it with Moss Adams. To answer your question, most every time we're going to be doing it on individual items. So that's why we listed examples of when we wouldn't because the default is that they will be individual items. I just wanted to clarify that but hopefully that answered your question as to why 2.1 is in there.

Chair Callicrate called for the vote. The motion carried in favor 3 to 2. Trustees Schmitz and Dent were opposed.

**5. (Previous agenda item G.4) SUBJECT: BOARD OF TRUSTEES COMMUNITY SERVICES PRIORITY PROJECTS AND POTENTIAL FUNDING OPTIONS**

Recommendation for Action: Review, discuss and provide feedback on current and future Board of Trustees community services priority projects and potential funding options as related to the various community services master plans and studies (Requesting Staff Member: District General Manager Indra Winquest)

General Manager Indra Winquest said the purpose of this item is to kind of recap what our previous board priority projects were, what you're currently working on now, and then really work with you all to determine whether or not there are any additional projects that have been identified through the Community Services master plan and other various plans and studies that we consider current that been approved by this board over the past eight years and most of them in the last five to six years. That's the purpose of this agenda item. On page 151, I want to respond to public comment earlier about the survey results. And the comment was, is the community request us to take care of what we currently have, which is exactly why I put the first bullet on your top two recommendations, enhance and maintain IVGID facilities and upgrade equipment on a regular schedule. So it is there, we do realize that. that is 110% true, but that was the top priority of the community when

we surveyed the Community. And so that is what we're planning to do like we always have been doing. But additionally, there are significant recommendations within all of these various plans. Obviously, tonight we took a big step forward in improving and expanding Recreation Center, which is a top tier recommendation in the Community services master plan. And then over on page 150, you kind of see the board priority projects. And I'll point out again, just to find supporting why we're having these discussions again is some of these projects, the phases of change. So in particular, we have completed the bocce court construction project; we've completed the champ golf maintenance building. We are hopefully going to be done with the Burnt Cedar Pool renovation project on this early this summer. We are clearly still in the planning phases with the Incline Village dog park; the Incline beach house improvement project. And we hope to enter in the construction this spring on the recreation center locker room project and mountain golf pathway project. So those are just some of the existing priority projects and significant projects we are currently working as directed by the board. Additionally, I just want to point out that I did not include the effluent pipeline of pond lining projects in this discussion. This is strictly related to Community Services projects. As we all know that the effluent pipeline and pond lining project is the single biggest priority projects that the district embarking on currently. Also, I wanted to point your attention to page 154, were listed several of the recommendations and priority projects that are included in the master plan and the beaches plan and the Diamond Peak, Tennis Center master plan. In regards to Diamond Peak, and also in response to a public comment earlier, yes, I did put a small paragraph on page 151 this basically states that that plan was approved in 2015. It's now been seven closes to seven years, and Mr. Bandelin and I are planning, as long as the board supports this, to reestablish, reaffirm what's in that master plan, or drop off or eliminate, whatever is the desire of the community for moving forward. There are several projects in the Diamond Peak master plan that have significant relevance. And then furthermore, on Diamond peak, see on page 154, the only items that I listed on there for consideration are placement, renovation of the snowflake lodge, as well as the ski way construction because our last conversation about ski way, my understanding is the board was unsure at that point in time. And I remember specific comments from board members on whether or not we really needed to embark on that project. I believe that that project was somewhat on hold until we get further directions on this board. I want to point out on that there is nowhere in this entire memo that I have listed anything else that would be related to the Diamond Peak master plan, other than these two items. It does lay out some of the different things that are still running, including a skateboard park, which that would be one of staff's recommendations as a project that we should focus on, we have not done anything at the skate park since we built it essentially. And other than just general maintenance. If you had a lot of requests from the community. We have a robust skateboard program now. And obviously, we transition that up to the snowboard park and ski park at diamond peak. I believe that enhancements to the skate park are still in with the recommendations in the master plan. And then it talks about Village Green well, I don't see the necessity right now to put dollars into Village Green until we determine what we are going to do as far as the dog park and relive some of the conflict. I will remind the board we do have some dollars in the planning budget to evaluate irrigation and drainage on Village Green as well as the BMPs in the parking lot. We will be doing that. We talked about expanding recreation center and it's also new the community ice skating rink and

snow play. I don't think it's any secret anymore community right now that they're there is somewhere close to \$600,000 in community dollars. And I will be bringing back an agenda item more than likely on February 9 for the board to discuss whether or not you want to proceed with that potential opportunity as it is listed in the master plan as a top recommendation. Moving on see here to beach planning and study in particular beach entries and pedestrian access. We already know that the board relatively has made the beach house a priority project. And that's something I believe we should definitely get started on. The golf courses got a lot of work there in the global golf report and other reports that we've received. They haven't given us a lot of recommendations on major capital improvements. It's been more related to continuing to maintain, enhance, upgrade our greens or tees or bunkers and really the conditions of the actual golf course; I believe golf staff continue to do a fantastic job of doing that. On the list is championship golf course pathway improvements. That is something that's been discussed and has been recommended. I believe there was also I mentioned our public comment earlier this evening. Snow play at the driving range. We talked about diamond peak. I would say that the tennis center master plan is the plan that the district would follow the best. And I believe it's also been very successful; we've taken care of the renovation at tennis. We have we nurtured the growth of pickleball, which is fantastic. It really made the tennis center vibrant again, not to mention it to a significant increase in tennis play, in particular as COVID is bemoaning. But we do know that those courts 1 through 7 were built in the late 1970s. Some of them are better conditioner than others, but they continue to flounder, we continue to drop more and more money into backfilling and repairs. And so, I don't think that those courts need to be replaced in the next year or two. But I believe that we should start focusing on making sure that replacement of those courts are in the long-range calendar.

Trustee Schmitz said I would like to see us identify some specific things under the bullet point of enhance and maintain IVGID's current facilities and upgraded equipment. Because I do think that snowflake lodge is an asset that I think we need to address. I think the lake view chair is there. Even things like we made the decision to upgrade our accounting system, those are significant initiatives of demonstrating to our community, what actions we're taking to actually carry out the enhance and maintaining the current facilities. I would like to see that. And I think that this list is all still valid and good. I think that dealing with ingress and egress and for our beaches is very important. Because I think that we're having some challenges in the summertime in managing the flow of traffic and the flow of people. And if there's a way that we can link an RFID type project that that deals with Diamond Peak, and potentially also our beaches, I think this list is still valid. But my recollection of my comments, I think that was the bulk of it. Chair Callicrate said the enhance and maintain gets back to the very first item that our general manager had listed under the top tier recommendations. And it's consistent with what the how the community filled out the survey. And so those are three, critically important as well as access and egress for the beaches. The beach facility situation at incline beach and the 37 years I've been here, I've worked there a couple of weekends way back in the day. And it hasn't improved much in that time. There's definitely room for improvement in that facility. That could be considered existing, but obviously, it'd be a new building.

GM Winquest said in the interest of time, I want to go to page 156, what we are actually requesting feedback on reaffirm and at least what are the priorities as recommended in the community services master plans and studies. Some of what Trustee Schmitz just did and provide feedback on what sort of projects should be considered as high priorities. I have the spreadsheet feedback and potential funding mechanisms to inform the development 2022-2023 District budget. That's really what the Staff needs out of this discussion.

Trustee Dent said I think our list on page 152 at least the two items that are still in planning, I think it should be a priority to fast track those as much as possible. And we've been talking about this dog park for at least 6.5 years that I've been on the board. Chair Callicrate said 21 years. Trustee Dent said I think if we're going to move forward and fast on this rec center, I think we should talk about Incline Beach House. I mean, we've been talking about this for 5 years now. Let's do it. It's a small little building, let's just go build it. I don't think we need to committee-ourselves for another year to figure out what it is we want. I think we had a lot of feedback. You and I were on that committee a few years ago. And I think we know, we're pretty clear on what we want. We just don't need to do something big for one day out of the year or one week out of the year. I think we need something that works for our community for the whole summer and not just for that one day. We don't need to over build something. I have talked with General Manager and with our IT manager about the RFID chips and the restricted access to the beaches. And that's been something I've kind of worked on in the background a little bit. I think I've mentioned a couple times at board meetings, but just trying to understand that process a little bit more and what it would take to kind of get there. I think we definitely need to piggyback on this Incline Beach improvement projects; maybe there's multiple phases to it or something like that. The last thing I want to do is invest and not move forward with the building because we don't know how we're going to approach the access and we have to Do traffic studies to figure out how many cars are driving down Lakeshore when we could be building the building. And then figure out the access at the beaches in a later phase such as the RFID chips. For the most part, I think we're on-point when it comes to our projects being these Community Services projects and the two, we have with the utility fund. It just takes a little bit more of a push. I know we are pushing on staff to do a lot of things, but I think if we're going to fast track the Rec Center, we need to definitely fast track the Incline beach house and the dog park.

Trustee Wong thanked GM Winquest for putting this together. I've heard from a lot of community members who are excited that we're finally starting to talk about community projects again. I think the projects laid down on page 154 are the highlights from all of the various plans. I agree that the existing projects that we have on page 152, we need to continue to keep them moving on them. So if I had to pick priorities from 154, definitely snowflake lodge. And I know one of the questions we had was about kind of funding. We know that Diamond Peak contributes back to our community significantly and so if we didn't do that for two years we'd have the funding we need for Snowflake lodge. That is something for us to consider. In terms of other high priority, I look at things related to safety as also being priorities and nobody really wants to prioritize Ski Way reconstruction but that is that is something where we have an issue with cars and pedestrians and skiers

being in the same space at the same time and so if we can increase safety for all of those stakeholders at the same time. I'm a fan of that. But should it be one of our top priority projects? I don't know about that. I guess I kind of look at Ski Beach Boat ramp reconstruction in the same vein as that because I do see that as being kind of Safety issue. These any projects on page 154, I think our community would be extremely excited about. This being my last year on the board, I know that my input on to take this further beyond this year isn't going to go very far. I'm know I'm not probably going see any of these projects get to a construction page next year.

Chair Callicrate said we've been on the board the same amount of time and it's it has been frustrating. And Trustee Dent joined after six months and three of us have said can we just get this moving along so. We're the closest that we have been in a long time.

Trustee Tonking said I definitely agree with what Trustee Dent said about page 152, and making sure that we prioritize those two projects under the Community Service planning and as I echo what he said so I don't need to repeat that because I think that was very accurate. When it comes to the other click place is on 154, I also think about what Kendra said about Ski Way, but also, I worry about the Chateau. We've heard issues at its foundation about how it's holding up about how some of its maintenance is going, so feel like that's going to be something that pops sooner than we would like just because of some issues from when it was built originally. I think that's something we need to kind of keep in our mind. As GM Winquest just brought up like those tennis courts, one through seven, they've been there for a while and o those are also going to have issues that we're going to have to think about that we will need to deal with. I think those three: Ski, Chateau, and the Tennis Court unfortunately are things that are going to come up sooner than we think. That's just something need to think about as full safety and the maintenance of those. And then to answer GM Winquest's question about the revisiting the Diamond Peak master plan I think that's probably a great idea. We've all said it. Snowflake Lodge has a lot of potential. Lake View chair is a little snow and would like a faster chair but personal preference. There's a lot of things that we can start to look in that area as well so those are kind of my thoughts and I appreciate all the work and time that went into the memo. It's really helpful to lay it all out especially for me who hasn't seen some of these projects before. Thank you.

Chair Callicrate said I echo that. I'd like to fast tracking of the Dog Park and the beach House. The first time I was on the board we made the Village Green a temporary dog park, that's 22 Years ago. It's time to move that. It's beyond time And I like to fast tracking for both of those so let's get them in a more robust situation. The whole beaches Master Plan has been big thing since way back. I'd like us to see a holistic approach to Incline beach and answer it once and for all with parking, hardscape landscaping. There's a lot that could be done down there to make it a much more pleasurable experience for our residence, property owners, guests. Ideally, we could do it all at this same time when we do that beach house, but we may have to phase it in. I'd like to go back and finish what was started at Burnt Cedar Pool with the whole east end that needs help with picnic sites and hardscape landscaping. Let's not forget about the Hermit situation; we have all those kayak and paddleboard racks, and that place is just a nightmare for people who want to

store there. Maybe can get enclosed or partially enclosed structures for year-round with get a much better experience for the people who rent there then have a much easier access to the beach itself. Absolutely, the boat ramp; ideally that would be taking care of during a low water year which we are just coming out of. After this winter, we are going to have less beach and more opportunity for boat launching but that definitely has to be looked at. And I'm all about Snowflake lodge it's a dump. It needs to be made modestly larger not some big grandiose Chateau in the mountains but that needs critical help and to Mr. Able's comments, the Lake View Chair. Everything is a priority, but it can't be because we have to phase it in. The skateboard park I would love to see finally done. We were supposed to have done phases two and three already as of 17 years ago and yet it sits at phase one. Because of the robust activity with the skateboarders, and by extension the snowboarders in the wintertime, I think that would be a very valuable expense to see that flushed out in its entirety. It will serve the young kids, the older kids, and the adults. I liked that whole RFID chips that Trustee Dent and Schmitz brought up. We've been talking to Mr. Gove about behind the scenes for 24/7, 365 security for all of our beaches and facilities. I'm really big on whole security situation. The behind the scenes stuff along with what Kendra said with safety and security. I think that we need to have a better surveillance of what's going on so throughout all of the facilities in the community. To Indra's point, we have reaffirmed project priorities. I think that we've given you our top five or six things.

GM Winquest said let me recap what I heard and then we should have a discussion on funding. What I heard and agree with is continuing to work through the dog park and the Incline Beach House project as quickly as possible. I'm doing what I can. I wish there was more opportunity and more land available. We have some maintenance on existing sites, and we have a lot of work there and getting the committee on board with that with what our goals are. I think everybody's in agreement, so we have to take a holistic look at beaches in particular Incline Beach. I agree to trustee Dent about phase one with taking care of that building. I also agree with the fact that it was too big not necessary. I think we just need to really focus in on what we really need there, what makes sense and I plan to have some level Community Advisory Committee to help with that as well. Snowflake Lodge seems to be heavy on radar, so we need to get that in the three-to-four-year plan. And I will say based Trustee Wong's comments that has been a little bit perplexing. We've stashed the excess revenue that Diamond Peak brings with Community Services fund balance. I really think we need to start taking 50% of that and putting it into a sustainable capital fund for diamond peak to be able to pay your own way for capital projects. Kendra is totally right, if this had been our practice, we would have the money right now to take care snowflake and maybe even start replacing Lake View. I think we focus on getting that on the radar; skate park was the other one that I heard. And also, just making sure that we're focused on Ski Way or anything that is safety related. The Chateau, as I mentioned, we will be putting dollars into budgets to do a full assessment of the Chateau. That should inform future capital budgets as it's related to updating the Chateau. And then the Ski Beach boat ramp is in 2025-26. I believe there's planning dollars somewhere around \$700,000 in 2026. I think that was intended as replacement of the boat ramp. I do believe that as costs have gone way up, that's something that we need to get on top of and I get a better understanding of what we need and get that updated in the five-year



plan and some of the other things that probably need updating as far as conceptual cost. That's kind of what I heard; Let me know if I forgot anything. I believe contingency plans are appropriate in some of the funds because although we believe Ski Way can survive a few more years with proper maintenance as well as the boat ramp, you never know what's going on happen especially in the nasty winters that we get here's or something could happen with the boat ramp and that's a critical piece of infrastructure that we cannot have down and our community needs to be able to access the boat ramp as popular as boating is in this community. Let me know if I missed anything and believe we should have a discussion on funding.

Chair Callicrate said there have been comments made several months ago that pointed at Trustee Dent, Schmitz and myself - they've been misquoting saying that we would never go out to bond. And that is patently false. I'm not going to speak for my colleagues, but for myself, at the time I said it wasn't prudent to go out for any kind of bonding because we so much money in our coffers as well as we already had bonds we were trying to pay off or were in the process of paying off. I think it makes sense for large ticket, large scale items to at least consider the opportunity maybe pay 50 percent and then amortize the rest of it over the life of the bond. Whatever makes the most sense financially. And obviously it would be dependent on the project. I mean for Ski Way; it seems like that would be absolutely a bondable situation because that's going to cost several million dollars. The same thing for you perhaps all of the beach masterplan. But we need to spend our reserves so that we are where we're supposed to be. And then to a comment made earlier tonight, we need to have the appropriate levels of beach and Rec fee so that the community doesn't feel like it's been taken advantage of or that we are collecting money for the "slush fund" which there isn't one but that comments seems to be made very frequently. I would not be opposed to an appropriate bond level for the appropriate Capital improvements. Whatever they might be. I think there is a hybrid model that would work for our district. Our director of finance, Mr. Navazio certainly has the pulse on that.

Trustee Dent said I spoke to this last year or the year before that. It just depends on the right situation and does it make sense for property owners now to pay the full amount for a project or facility or drainage structure that will be around for 50-100 years. I'm not sure that is the right approach. This process we've been going through with the capitalization last couple years, I think there's other ways to do this and other ways to fund it. Pay as you go works for certain things and then for some of these like legacy projects, the homeowner today shouldn't have pay for the buildings in 50 years or the road that's here in 100 years.

Trustee Tonking said I agree with what Chair Callicrate and Trustee Dent just said. Bonding has great potential, but it depends on obviously interest rates other things and then as Trustee Dent said, if it's here for a long time, why are the people that are living right now paying the full cost of it.

Trustee Wong said I've been an advocate for bonding for longer term projects for a long time. One thing I will say but I think all of my colleagues need to dig deep into the statements that they're making right now because we paid cash for the Diamond Peak

Culvert and a majority of us were on that board and made that decision And I am extreme skeptical about having the votes needed to do financing, to bond. Our staff brings to us almost every year a great proof of concept, and this board says that there in favor of it and I'm talking about golf cart leases, Our staff on a regular basis brings to us, 'hey here's a leasing proposal,' and our board says yes, and then the next meeting when the leasing proposal goes in front of us, we don't have the votes to carry us through. don't think this is a discussion we can have in one meeting. I think we need to have a series of conversations about this. I think every board member needs to dig deep into what they're willing to commit to going forward because these are large projects and these are large dollar projects and if you bond correctly, there is an ability bundle projects together and finance them all at once. There's a huge opportunity here. But if not, we're not willing to make that commitment then we could completely hamstring this community. It's probably on the fence if I'm going to be on the board when this decision comes through, but I would encourage each board member to dig deep and really think about this and commit to what you want to commit to, so that we're able to move forward and so that we don't have to move backwards.

Chair Callicrate said valid points and well-intended and well taken. Our budget workshop coming up at the end of the month, I would hope that we have an opportunity to discuss funding and opportunity's there in as we move forward with the whole budgeting process.

Mr. Navazio said you have a budget workshop coming up in two weeks where we're going to be looking holistically at venues and funds and there's a piece of this particularly as it relates to what the board wants to see as Diamond Peak and prioritizing the use of the revenues for Diamond Peak projects. Our third workshop in February is specifically related to the master plan and the General Manager and I will put our heads together because I think it'd be helpful that we touch on it before now and then, but really start that workshop with a focus on priority projects, the funding capacity and the funding options. As the finance director perspective, some of the comments on bonding are spot on because we as a relate to intergenerational equity and paying for it over life. There's a lot of priorities that folks want to see done in the next three to five years and if we do the payments as you go then collect more money and do the next one, I'm oversimplifying but there's the ability to put together a comprehensive finance plan to support the district's priority projects that are determined to be the most important. There's going to be a combination of funding almost every time. We should be taking a holistic look on how to best use limited resource to our greatest benefit.

GM Winquest said as far spending cash on projects, we should be focusing on spending fund balance on shorter term projects. Projects that impact people immediately; projects that impact existing parcel owners. I totally agree our long-term legacy project should be either fully bonded or combination of bonding and cash with cash on hand to service the bond. With that said, we are about to spend \$5 million dollars on the Burnt Cedar pool, and we are paying cash for a 50-year project. We need to focus and commit to improve our funding plan, block out the noise and manage the district in a good governance. There's always going to be people that will disagree with what we're doing and think that we should spend all the cash we have now. I fully understand the concept of we have a

lot of money in fund balance, and we have been spending it down, realistically I do think we've made some good decisions to spend that money because our community deserves that. With that being said, we are spending down the fund balance. We don't have as much as a lot of people think. So really focusing on that on that long term funding plan will be important and committing on what we are we doing. We will have an opportunity to discuss this during the budget process and particularly the next budget workshop. Paul and I really just wanted to get a feel for where you guys are because that'll help inform us on how we will make recommendation. I'm comfortable with what we got out of this; I appreciate all your input. We got a lot of great opportunity to provide some of the additional services to the community and continue to care of what we currently have. This conversation helped us move through the budget cycle.

6. **SUBJECT: MATHIS GROUP – PHASE II** Recommendation for Action: Review, discuss and possibly approve spending \$48,700 to contract with the Mathis Group for a Board of Trustees Training and Leadership Program (Requesting Trustee: Board Chairman Tim Callicrate)

Chair Callicrate introduced the item. He said Dr. Mathis is highly respected throughout the entire country. He has dealt with top tier governmental entities from East Coast to the West Coast. He used to host the top 100 mayor's every year. He did that for roughly 25 is 41 year career. He did come to the district is former Trustee Krolick mentioned. It's not some therapy session for the board; going in and delving into my background. Dr. Mathis is one of the top in the industry. Since Trustee Dent, Trustee Wong and I have been on the board, the board needs training, so here we are. We have an opportunity for the board to get training and now we're being castigated by a couple people. All noise aside this is an opportunity for us to work with Dr. Mathis and not only at the board level, but with our general manager and his senior team including our colleague in the legal profession. So I think there's a great opportunity here for us to institute best practice, best board norms not only for the current board but for future boards. It would be something that could be instituted into the board handbook for trustees, and for the district in general. He did an incredible job 20 years ago, my first year on the board. We work working better and saved a million and a half dollars in operation. There is value to this. I am obviously bias towards this project and to answer both trustees Tonking and Schmidt's who want training and they've been asking for it for the last two years. I think that this is a great opportunity for us to look at the entire approach. Dr. Mathis will have deliverables as it was asked of him and I think this is a golden opportunity to uses his expertise in getting the board, not only to work to its best potential, but to produce and follow board norms and district norms and at a higher level. I want to open it up for questions from My colleague and if the general manager wants to weigh in on this because I know there have been questions regarding how we are paying for this; where's the money coming; which are all valid questions.

Trustee Dent said you hit on it as far as being able to have something to pass along to future boards. I wouldn't want to spend this kind of money and it's not something we could reuse since we're going to have the future board in 10 months from now. I definitely think we need it have some sort of workplan. Every time there is a new board, it something that the board works through. It's almost like a contract we agree to. It's a tool for future

boards. There are a few bullet points at the end but as for its kind of a general as to the documentation. It talks about personality tests and stuff like that and communicating with us and sitting down and meeting with us. And as long as we do get those results, I think that would be key, and as long as we work through executing the contract, we know what we are getting. As long as we get some kind of work plan out of it that we can reuse every two years. I think that would be great.

Trustee Wong said I was skeptical from beginning. The first time the contract came up, I voted no, but after my interview With Dr. Mathis, I was extremely impressed by him and his methodology. I've participated in a lot of leadership program and training. I've facilitated them myself, and I think he can really help not only the board but the district, Indra, and his leadership team. I'm in support of this.

Trustee Tonking said I can echo what my colleagues have said. I found Dr. Mathis to be very helpful. I think Trustee Dent makes a good point to make sure this is something that we can use going forward because otherwise it's just a lot of money. It's the perfect opportunity. I really enjoyed my conversations with him, and I thought it was really helpful and I look forward to it.

GM Winquest read Trustee Schmitz' comments due to the fact that she had to leave the meeting. He read: After a lengthy conversation with Dr. Mathis, he concurred we're on the same page as far as documenting. I still recommend to my fellow trustees at the language include the addition to the language to include documents. It's similar to what Trustee Dent said. And I did have a conversation with Dr. Mathis after I received this feedback from Trustee Schmidt, and that's why he added a small paragraph towards the end references documents. It was also request from Trustee Schmitz that we include a full final review and recommendations on how you evaluate the general manager, which I think is very important as well. So, that's why I was added in. Trustee Schmitz just wanted to make sure that its more documented in the proposal, but I think my recommendation on that rather than having Mr. Mathis re-up on the proposal is Chair Callicrate will be directing the subgroup as the board chairman so I think you have the ability to ensure that Mr. Mathis delivers on that; making sure that this training stands the tested of time and transitions to future board members on whether or not they have experience or not. My personal opinion after had spent a lot of time with Dr. Mathis, I completely agree with what everybody's saying. I think you can provide a lot of benefit. As far as it relates to me, I had great conversations with him about what general manager needs to be successful as far as how he or she interacts with board members, or with the board collectively. I think it will be very beneficial; I think it'll help me as an executive manager and my staff. But I also think it will help with our relationships with our five board members and help us understand each other better and how We can work together better and more effectively. It all equates to better governance; we are going to benefit from that, but the community will benefit from it. And that most important aspects of it. We are here to serve the community.

**MOTION:** Trustee Wong moved to approve spending \$48,700 to contract with the Mathis Group for the Board of Trustees Training and Leadership

Program. Trustee Tonking seconded the motion which carried unanimously. Trustee Schmitz had already left the meeting was not in attendance to vote.

#### **H. MEETING MINUTES (for possible action)**

1. **Meeting Minutes of December 8, 2021** – General Manager Winqest noted we received correspondence from community member Judy Miller. I spoke with Ms. Herron. There were three minor edits that I have verified as valid, and we will be making those changes to the minutes. Chair Callicrate said with those edits from Ms. Miller, we will adopt the minutes of December 8 with noted corrections.

#### **I. FINAL PUBLIC COMMENTS\***

Aaron Katz said I talk about deceit often. You just gave an example of deceit to the community, and you probably didn't even realize it. That's what gets our up when you stuff like this. The issue is bonding. It's not whether you represent it that you would or would not ever bond. The issue is whether you ever bond without first going to the voters and obtaining their approval. You promise that and Matt promise that and Sara promised that. Before you start talking about bonding you better start talking about having an election where the voters tell you whether they're going to work approve the bond because who pays for the bond? The voters do. This is what you represented. And I say instead of coming up with your never ever ending project list, you need to go to the voters get their approval because maybe they're not in favor of this never-ending spending and this is a big issue. And it needs to be resolved one way or another. It's time to resolve that issue and I implore you to do what you represented to all of us. I also have big objections to Ski Way because you know because I've raised this issue Unless Tyrolean village can pay their fair share for up grading Ski way because this is their ingress and egress way; then there should be no modifications or improvements to Ski way. It's that simple. And they have to enter into a maintenance agreement for the future and pay their fair share. The fact is has gone on for 30 years I think is that absolutely this disgusting. You represent all the property owners, not just the ones at Tyrolian Village. You don't come and plow my street. I can't get out because there's 8-feet of now there, but the people in Tyrolian Village get out really easily. It doesn't cost them anything. So you need to seriously consider that. Finally, I want to talk about Ms. Herron and her disrespectful preparation of the minutes where she refers to me as 'Katz.' No, I'm not Katz, I'm Mr. Katz. Like every other member of the community.

Yolanda Knaack said in your discussion on bonding, a couple of things you didn't take into consideration is that the pond is going to cost a lot more. And the other issue is that if you have fund balances that are high are sitting in accounts for years not making any interest. I think it's a more than that that discussion lead today. There's more are involved and all that has to be taken into consideration. Thank you.

There were no further requests for public comment. Chair Callicrate closed the public comment period and thanked everyone for their participation.

**J. ADJOURNMENT (for possible action)**

The meeting adjourned at 9:43 p.m.

Respectfully submitted,  
Misty Moga  
Acting District Clerk

Attachments:

Two written statements submitted by Aaron Katz

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

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

**My Public Records Request of November 7, 2021:** On November 7, 2021 I made a public records request to “examine records evidencing the time internal services staff (allegedly) spent...on any aspect of the Phase I of the Mountain Golf cart pathway replacement project.”<sup>2</sup> NEVER has Mr. Herron ever provided these records for my examination<sup>3</sup>.

**My Public Records Request of December 1, 2021:** Ms. Herron came up with a phony document obviously created after-the-fact in response to my November 7, 2021 records request; a “project accounting” sheet. To demonstrate that this was and is a phony document, on December 1,, 2021 I asked to examine every project accounting sheet for every capital improvement project (“CIP”) taking place on/after July1, 1979<sup>2</sup>. After all, and just like project summaries for every CIP, project accounting sheets should exist assuming such a sheet is not a phony document. Right?

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

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

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

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

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

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

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

Mr. Winquest never responded to my January 9, 2022 e-mail, one way or the other. And so at 9:46 P.M. that evening I went public with my e-mail to the Board of even date<sup>2</sup>.

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

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

**Conclusion:** The concealment of public records is a crime<sup>7</sup>. Given that’s what we have here and I’m tired of having to deal with the same criminal activity, time-after-time, the public should be aware of the same. Which explains this written statement.

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

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

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

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

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

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



**EXHIBIT "A"**

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

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**From:** <s4s@ix.netcom.com>  
**To:** "Callicrate, Tim" <tim\_callicrate2@ivgid.org>  
**Cc:** "Dent, Matthew" <dent\_trustee@ivgid.org>, "Wong, Kendra Trustee" <wong\_trustee@ivgid.org>, "Schmitz, Sara" <schmitz\_trustee@ivgid.org>, "Tonking, Michaela" <tonking\_trustee@ivgid.org>, <ISW@ivgid.org>  
**Subject:** · I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records  
**Date:** Jan 9, 2022 9:46 PM

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Chairperson Callicrate and Other Honorable Members of the Board -

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Respectfully, Aaron Katz

**EXHIBIT "B"**

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

From December 2, 2021 to January 5, 2022

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

Public Records Requests

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

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

**EXHIBIT "C"**

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

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

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Hello Indra -

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

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

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

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

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

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

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

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

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

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



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

**EXHIBIT "D"**

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

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**From:** <s4s@ix.netcom.com>  
**To:** "Callicrate, Tim" <tim\_callicrate2@ivgid.org>  
**Cc:** "Dent, Matthew" <dent\_trustee@ivgid.org>, "Wong, Kendra Trustee" <wong\_trustee@ivgid.org>, "Schmitz, Sara" <schmitz\_trustee@ivgid.org>, "Tonking, Michaela" <tonking\_trustee@ivgid.org>, <ISW@ivgid.org>  
**Subject:** I Keep Telling You it's Essentially Everything These People Do - Our GM's Misrepresentation to the Board and the Public re My Request to Examine Public Records - Ms. Herron's Admission  
**Date:** Jan 10, 2022 10:46 AM

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Chairperson Callicrate and Other Honorable Members of the IVGID Board -

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

So who was right and who was wrong?

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

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

Respectfully, Aaron Katz

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

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

Mr. Katz,

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

Susan

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

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

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

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

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

**Our GM’s January 2, 2022 Response:** Obviously this local resident didn’t feel comfortable coming forward with his criticisms. He could have easily communicated with the Board or our GM. But he consciously chose otherwise. So after I communicated the foregoing with the Board and staff, I received a follow up e-mail from Indra asking me to have the individual who wrote to me to reach out directly to our GM<sup>1</sup>. Although I felt it was disingenuous for Indra to reach out to me as he did, there is something else in his e-mail follow up which bothers me. And that’s his query how anyone can expect him to “do anything about this...without knowing more and speaking to the source?”

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

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

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

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

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

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

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

## Re: Our Workers at Ski Beach

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**From:** "Winquest, Indra S." <ISW@ivgid.org>  
**To:** "s4s@ix.netcom.com" <s4s@ix.netcom.com>  
**Cc:** "Tim Callicrate" <callicrate\_trustee@ivgid.org>, "Matthew Dent" <dent\_trustee@ivgid.org>, "Wong, Kendra" <Wong\_trustee@ivgid.org>, "Sara Schmitz" <trustee\_schmitz@ivgid.org>, "Michaela Tonking" <tonking\_trustee@ivgid.org>  
**Subject:** Re: Our Workers at Ski Beach  
**Date:** Jan 2, 2022 9:06 PM

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Aaron -

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

Cheers, Indra

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

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