MEMORANDUM

TO: Board of Trustees
FROM: Steven J. Pinkerton
General Manager

SUBJECT: General Manager’s Status Report
Prepared for the meeting of November 13, 2018

DATE: November 6, 2018

Financial Transparency


Through the first quarter of the new Fiscal Year, District-wide revenues are $675,465 ahead of projected budget and District-wide operating uses are $721,672 below projected budget.

The Capital Improvement Report, for the first quarter of the Fiscal Year, is now available on the Financial Transparency page.

Also, a reminder that the Month and Year Ending June 30, 2018 (Pre-Audit) is now posted as well. As June 30 is the end of the Fiscal Year, these financials provide the final pre-audit numbers for the 2017-18 Fiscal Year.

The Financial Transparency page also includes the Capital Improvement Expenditures and Debt Service Expenditures for the Three Quarters Ending March 31, 2018. This is available by clicking on the Capital Improvement Projects icon on the page.

Also, as noted for the last seven months, the Capital Improvement Project Expenditures for the Year Ending June 30, 2017 is posted in the Capital Improvement Projects section of the Financial Transparency page. This is the information that was presented at the October 25, 2017 Board of Trustees Meeting.

Venue Status Reports

Just a reminder that Venue Status reports are available on a monthly basis for key venues and operations. Reports are prepared for Public Works, Parks &
Recreation, Finance/Accounting, Risk Management, Human Resources and Ski and Golf when they are in season.

These reports are used to provide the Board of Trustees and the community with a summary of the activities for each venue including significant expenditures performed under the General Manager’s authority. For example, the Public Works status report for September notes that three construction contracts were issued that month valued between $23,600 and $41,305.

In addition, it provides real time updates of construction in progress. For example, the September Public Works Status Report provides detailed information on the one major project currently underway. It notes the Original Contract Amount, Change Orders to Date, Current Total Contract Amount, Total Payments for Work Completed to Date, and Current Balance to Completion (including retainage). It also includes updates on two Sewer Pump Replacement projects.

Finally, this reports provides regular updates on the collection of utility bills and the detection of water leaks. For example, Staff notified 366 owners in September of a possible water leak at their property.

The Finance/Accounting and Risk Management Status Report for September provides an update on the District’s annual audit and a number of other timely issues along with an update on the District’s cash investments. It also outlined the District’s latest Risk Management and Safety Initiatives.

The Venue Status reports are typically posted by the middle of each month and can be accessed on the District’s “Resources” web page.

**Bidding Opportunities**

The District’s “Resources” web page also includes a Bidding Opportunities link for businesses and the community.

Invitations to Bid, a quarterly update of projects awarded in excess of $25,000 in value since April 30, 2015 along with a link to pertinent Nevada Revised Statutes (NRS) code sections related to procurement and contracts are included in this section of the web page.

In addition, it includes a link to planetbids.com which is where interested parties can search for District bid opportunities and review all bid documents. For recent bidding opportunities, it includes a list of prospective bidders and bid results.
Capital Projects Update

Effluent Export Pipeline Repairs
PICA was onsite September 10 through 21 conducting confirmatory gauging test runs and comprehensive SeeSnake RFT evaluations. The tool successfully made four runs passing previous obstructions without damaging critical components. PICA is completing analysis of the collected RFT data. This data will provide the District with a comprehensive condition assessment of the remaining unevaluated pipeline segments in the Lake Tahoe Basin. This assessment provides critical information to the District about each individual pipe segment installed and will be a tool in planning replacement of the aging pipeline.

Incline Park Ballfields Renovations
The project will be rebid in November with a construction schedule covering May through October 2019. Staff has obtained the final structural and electrical design components on the scoreboard to simplify the construction documents with the intent of reducing the overall construction bids.

Diamond Peak Culvert Rehabilitation
The project was substantially completed on November 6, 2018. With the good weather in October and the Contractor working continuous Saturdays until October 20, they were able to adaptively progress through the projects difficult challenges and complete the entire project. This included the most critical section of 400 feet of 60-inch steel pipe inserted into the upper section of the mainline culvert.

The Contractor was able to insert the entire 400 foot length from the downstream bore pit which limited the disturbance on the upper United States Forest Service property. The remaining 1,400 feet of 72-inch High-Density Polyethylene (HDPE) was installed from the Skier Services Building to the outfall of Incline Creek. This section encountered numerous boulders and conflicts with utilities and lift towers. Again, the Contractor moved diligently through this section and worked closely with the designer and IVGID Staff to resolve any issues timely and effectively.

The 36-inch HDPE branch line culvert which runs up the Lodgepole ski run and ties into last year’s culvert work was able to be installed with limited challenges due to the rerouting around the base area which eliminated an abundance of utility conflicts. After the majority of the culvert work was completed, two concrete vaults were constructed and the upstream headwall. The concrete vault at the bore pit transitions the 60-inch steel pipe to the 72-inch HDPE pipe. The confluence structure was the other concrete vault where the branch line joins the mainline culvert system. The final elements of the project included restoration and
revegetation to the disturbed areas on the ski runs between Schoolhouse and Lodgepole, asphalt paving, and crack sealing.

Other Projects
A variety of smaller paving maintenance projects are getting wrapped up with Golf, Diamond Peak and other venues around the District. Ongoing projects include the Recreation Center condensing units, Diamond Peak Base Lodge deck improvements, and the Public Works office reconfiguration are currently being awarded and beginning construction. Mountain Golf Course ADA accessibility for the on-course bathrooms will be bid in early November as well as the deck/stairway work at the Recreation Center.

Citizen Survey Tool
As we mentioned in previous updates, the District has amended its agreement with OpenGov to add their Open Town Hall citizen engagement platform to enhance our ability to receive feedback from the community.

This community survey tool is already used by Washoe County along with many other public agencies.

The District has issued three surveys to date and plans on issuing another survey shortly. This most recent survey included questions about our beaches.

IVGID Quarterly – Special Edition
IVGID property owners should all be in receipt of the latest edition of the IVGID Quarterly. Along with the traditional high quality editorial content, this special edition includes a 2018-2019 wall calendar, suitable for posting in all homes and businesses. The calendar is filled with information about IVGID venues and the dates for hundreds of events and activities are listed on every calendar page.

Washoe County Federal Lands Bill
On September 12, 2018, I sent you a letter from the Chair of the Washoe County Board of County Commissioners regarding the status of the Washoe County Economic Development and Conservation Act (also referred to as the Washoe County Federal Lands Bill).

The letter informed IVGID that they would not be able to include any of our parcels in their request for federal legislation.
In each case, the land was removed in part, due to opposition from the U.S. Forest Service. Washoe County did indicate that the U.S. Forest Service would be willing to entertain proposals for potential lease of the parcels by IVGID which has always been our understanding.

On October 5, 2018, Washoe County Commissioner Berkbigler and Washoe County Government Affairs Manager Jamie Rodriguez toured the U.S. Forest Service parcel across from Incline High School. This is one of the parcels included in IVGID’s December 2016 request for inclusion in the Washoe County Lands Bill.

Washoe County Commissioner Berkbigler and Washoe County Government Affairs Manager Rodriguez were educated about the benefits that could accrue to both the U.S. Forest Service and IVGID from a potential transfer of this property.

Washoe County Government Affairs Manager Rodriguez volunteered to facilitate a meeting between IVGID and the U.S. Forest Service to discuss the potential benefits in more detail; the U.S. Forest Service has not yet provided a time for a potential meeting.

**Mountain Course Clubhouse – Kitchen Fire**

As noted in the last two updates, the Mountain Course Clubhouse kitchen sustained major fire damage on August 11, 2018. In addition, due to the smoke damage throughout the facility, all areas of the building are being evaluated for potential mitigation.

Since that time, Staff and the POOL/PACT have been assessing the damage and determining the amount of the insurance claim for replacement of the portions of the building impacted by the fire.

Staff is reviewing possible operational structures for the building post fire. Smith Design Group, a local architectural firm who has been providing support to the insurance adjuster, has been retained by the District to work on the rehabilitation plan for the building. Staff and the Architect will be meeting with a group of Mountain Course users over the next few weeks to gather input on design options for the facility.

We plan on providing a more detailed report to the Board of Trustees at the December Board of Trustees meeting.
Director of Golf

Just a reminder that Director of Golf Michael McCloskey has accepted the General Manager position for the Hillcrest Golf Club in Durango, Colorado. His final day with the District will be November 17, 2018. We will be initiating the recruitment process for a new Director of Golf in the near future. In the meantime, Kyle Thornburg will serve as the Interim Director of Golf.