MEMORANDUM

TO: Board of Trustees
FROM: Steven J. Pinkerton
       General Manager
SUBJECT: General Manager’s Status Report
         Prepared for the meeting of June 13, 2018
DATE: June 5, 2018

Financial Transparency

The Monthly District Financials are posted on the Financial Transparency page
https://www.yourtahoeplace.com/ivgid/financial-transparency. May will be posted
shortly.

We have one month remaining in the budget year. Revenues continue to come in
better than expected while overall expenses are below budget. Thanks to our
Miracle March and April, Diamond Peak is now well ahead of their revenue
projections. Overall, net revenue should exceed budget projections by $500,000.

Due to the increased volume of activity at Diamond Peak, we will be presenting a
budget augmentation request to the Board of Trustees at the June 13, 2018
meeting.

Another recent post on the Financial Transparency page is 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 the last five 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.

In addition, on the Long Range Calendar, we have scheduled September 11, 2018
for a detailed public presentation on the Capital Improvement Projects Budget.
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. In addition, it provides real time updates of construction in progress. For example, the April Public Works Status Report provides detailed information on the four major projects 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).

The Public Works Status Report also notes the additional construction contracts issued each month.

The 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.

Mountain Course Promotion

At the previous Board of Trustees Meeting, a member of the public expressed concerns about a current promotion at the Mountain Golf Course not being available at other venues, particularly the Tennis Center.
In April, the Board of Trustees approved a promotion wherein Mountain Golf Course play passes could be purchased in part or whole via the use of expiring punch cards. As part of the promotion, each dollar of punch card remaining value would be credited at fifty cents.

The goal of the promotion was to increase play at the Mountain Course and determine the community interest in potentially expanding the use of punch cards, albeit at a reduced value.

Staff considered the use of the promotion at other venues, but had concerns that as a “proof of concept”, it needed to be limited in scope in order to minimize the potential negative impacts from unforeseen operational issues that could arise.

In order to better communicate our reasoning to the public, Staff hosted a meeting at the Tennis Center on Thursday, May 17 at 5:30 pm. Attendees were informed about this year’s promotion being a proof of concept and that other venues would be possibly included in any possible future promotions.

**Capital Projects Update**

**Incline Park Ballfields Renovations**

The project formally advertised for bids on April 27th with bid opening on May 24th. No bids were received. Staff has consulted with the project donor, as well as the bidders that had expressed interest in the project, and the project will be rebid in this fall with a construction schedule covering May through October 2019. Rebidding in the fall will allow any prospective bidders to pursue the project early in their 2019 bidding schedule. Allowing a longer construction window will help reduce any potential schedule risk to the perspective bidders in hopes of increasing bidder interest.

**Public Works Storage Building**

Work on the project is substantially complete with only a few punch-list items remaining. Remaining work includes final change order negotiation and project close-out activities.

**Sewer Pump Station 8 Improvements**

Work is substantially complete and the station is in service. Remaining work includes project close-out activities.
Effluent Export Pipeline Repairs

All thirteen repair locations have been completed. Select concrete curb repair, permanent guard rail repair, and final pavement restoration will be completed over the course of the summer of 2018. Granite will be completing the remaining work items in alignment with completion of similar work elsewhere on the project. Curb repair and guard rail replacement is tentatively scheduled for late June with paving likely not occurring until August or September.

Wastewater Treatment Plant Operations Space Reconfiguration

Work is substantially complete with final punch-list items and project close-out remaining.

Robert and Robin Holman Family Bike Park

The first phase of this project is complete and included a beginner pump track; beginner, intermediate, and advanced flow trails; installation of District-supplied ramps; temporary and permanent BMPs; and drainage improvements. Additional prefabricated ramps for completion of the advanced flow trail, under the existing Phase I contract with Sierra Trail Works, were completed in May and the park is open to the public. The underground and rough grading of the advanced pump track was put out to bid in May, however, bids received exceeded currently available grant funds. Construction of the advanced pump track will occur once additional project fund raising is sufficiently in hand with ITF. In order to minimize the impacts of construction to public use during the inaugural season and to allow additional time for project fundraising, planned work for this season will focus only on installation of site signage and a drinking fountain.

Other Projects

A variety of smaller projects including flatscape improvements, pavement maintenance, and other facility improvements throughout the District is currently underway and scheduled for completion by mid-month.

Citizen Survey Tool

As you know, the District has an agreement with OpenGov.com to provide a data tool to provide the opportunity for citizens to view, filter, and analyze IVGID's financial data.
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. We expect to have the platform ready within the next few weeks and hope to issue our first survey this month.

As an existing OpenGov customer, we received a 45% discount on the list price and will receive the service for an annual cost of $6800. There is no cap on the number of surveys we can issue.

**Washoe County Federal Lands Bill**

On April 27, 2018, I sent the following email to each Trustee:

*Good Afternoon:*

*As you know, the Board of Trustees approved a resolution on December 14, 2016 in support of the proposed Federal Lands Legislation and identified a number of properties within our community to include for possible transfer to IVGID.*

*The District has worked collaboratively with Washoe County staff, along with our federal office holders over the past year and a half in support of this effort. As you also know, IVGID has spent the past few decades conducting a very active fuels management and forest health program on the IVGID lands surrounding our community. Acquisition of these key parcels would assist in expanding those efforts to ensure the lands that comprise the Wildland Urban Interface surrounding our community and District owned facilities are proactively managed to mitigate the risks of high severity wildfires. Acquisition would also help enhance the quality of public recreation available to the residents and visitors to the communities of Incline Village and Crystal Bay.*

*I understand that the Washoe Tribe has now expressed interest in the parcels requested by the District for the Lands Bill.*

*The Tribe has expressed interest in parcels during the previous Federal Legislative processes, so this was not entirely unexpected.*

*I will be reaching out to the Washoe Tribe and will coordinate discussions with the Tribe and Washoe County to discuss the mutual interests in the parcels and reach a positive outcome. I will keep you informed as the process moves forward.*

_*Thanks,*

_Steve_

There is no further update at this time regarding the information in the email.