

MEMORANDUM

TO: Board of Trustees

THROUGH: Steven J. Pinkerton
General Manager

FROM: Indra Winqest
Director of Parks and Recreation

SUBJECT: Review, Discuss and Possibly Receive Input from the Board of Trustees on the 2019 Final Draft of the Community Services Master Plan

STRATEGIC PLAN: Long Range Principle #6 - Communication

DATE: July 9, 2019

I. RECOMMENDATION

No recommendation as this is a discussion item only.

II. STRATEGIC PLAN REFERENCE(S)

Long Range Principle #6 – Communication – The District will engage, interact and educate to promote understanding of the programs, activities, services, and ongoing affairs.

- Provide clear, concise and timely information in multiple, publicly accessible formats.
- Ensure that both internal and external communication is responsive, comprehensive and inclusive.

III. BACKGROUND

On May 1, 2019, Staff presented the Final Draft of the Community Services Master Plan and at that time requested that the Board of Trustees discuss this document with the community. This is the final check in (the first one was on May 22, 2019 and the second one was on June 19, 2019) before considering final approval and acceptance of the Community Services Master Plan at the August 14, 2019 Board of Trustees meeting. The top priority list, as requested by Trustee Dent was included in the June 19, 2019 packet and is not reattached here.

COMMUNITY SERVICES MASTER PLAN (CSMP) PROPOSED IMPLEMENTATION STRATEGY-FINANCIAL

FUNDING:

Available Fund Balance after deducting reserve\$8,940,000.
 One-time transfer from General Fund/Insurance\$860,000.
 Total Available for Capital Projects**\$9,800,000.**

POTENTIAL EXPENDITURES:

Six Year Expenditure Plan

<u>Project</u>	<u>Cost</u>
Mountain Clubhouse Renovation.....	\$1,400,000.
Mountain Maintenance Building/Tank Removal.....	\$800,000.
Champ Golf Course Maintenance Building.....	\$700,000.
Tennis Center Renovation/Bocce Addition	\$1,200,000.
IVGID contribution to Community Dog Park	\$500,000.
Incline Beach House and Access Improvements	\$3,000,000.
Burnt Cedar Pool Reconstruction.....	\$2,200,000.
 Estimated Total Cost for Proposed Projects	 <u>\$9,800,000</u>

Fiscal Assumptions

- ✓ Ski Way/Roundabout \$4,850,000 (Cost)
 Funded by a Future Bond. Recreation Bond drops off in 2022/2023 and could cover about two thirds of new Bond Payment. Potential seasonal Ice Rink capital and operating costs paid via existing Foundation funds.

- ✓ Current Facility Fee allocations dedicated towards Capital remain constant and supply funds necessary for ongoing asset replacement costs. (\$405 per parcel for Rec Fee, \$39 per parcel for Beach Fee)

- ✓ Assumes balance of Facility Fee covers cost of operation for all Community Services Facilities. (No revenue windfall from future robust ski seasons or revenue loss from drought ski seasons.)

Six Year Plan for Sequencing Project Implementation-Timing

Fiscal Year	Design	Construct	Completion
2020	Beach House Tennis Ice Rink	Mountain Clubhouse Mountain Gas Tank	
2021	Burnt Cedar Pool Dog Park	Beach House Tennis Ice Rink Champ Maint. Building	Mountain Clubhouse Ice Rink Champ Maint.
2022	Ski Way	Burnt Cedar Pool Dog Park	Beach House Tennis
2023	Roundabout	Ski Way	Burnt Cedar Pool Dog Park
2024		Roundabout Mountain Maint. Bldg.	Ski Way Mountain Maint.
2025			Roundabout

Proposed language for CSMP:

Upon Board of Trustees approval of the CSMP via resolution, Staff is directed to:

1. Begin the process to apply for a Special Use Permit with the U.S. Forest Service to conduct community recreation, including a Dog Park on the 12-acre parcel across from Incline High School.
2. Secure the services of a licensed architect and work with the Community to finalize the design for the Incline Beach House and associated circulation/access improvements.
3. Secure the services of a licensed architect and work with the Community to finalize the concept plan for the renovation of the Incline Tennis Center, including the addition of Bocce Courts.
4. Within ninety days, provide a timeline to the Board of Trustees to ensure the ongoing operation of Burnt Cedar pool while initiating a Community process to review the options for the renovation and/or reconstruction of the Burnt Cedar pools.
5. Immediately initiate discussions with the Incline Tahoe Foundation and Incline Ice Foundation to determine the feasibility of developing a seasonal Ice Skating Rink by leveraging the current funding held by the Incline Ice Foundation.

EXISTING MASTER PLAN SUMMARY

Incline Village Golf Courses -- Facilities Assessment and Future Needs Recommendations -- December 2012

Findings presented to the Board on March 13, 2013

Recommendations

- Programs and Services at each Course should be unique and supportive of each unique brand proposition.
- Deferred maintenance at Mountain Course, most notably the clubhouse must be addresses and a new clubhouse built.
- Mountain Course must be more user-friendly and aligned with user expectations and made attractive to women and families.
- Championship Course must adjust pricing and packaging to market conditions and work with user groups to improve the salability of peak times to outside users.
- Championship Course must implement an efficient yield management program, improve overall turf conditions and moderate expenses.

Diamond Peak Master Plan -- August 2015

Approved by Board on October 21, 2015

Recommendations

- Focus on mountain recreation that supports an active lifestyle
- Maintain and enhance the community use of the facility
- Preserve the scenic beauty of Diamond Peak
- Balance community use and additional tourism visitation that will provide the necessary revenue for the continued financial viability of the operation.

IVGID Beaches - - Recreation Enhancement Opportunities Plan -- February 2016

Approved by Board on February 24, 2016

Recommendations

- Improve beach entries and pedestrian access
- Replace restroom/concession buildings
- Enhance groups areas
- Enhance beach access and pedestrian connectivity
- Develop a consistent design aesthetic

Incline Village Tennis Center --Facilities Assessment and Master Plan -- August 2016

Approved by Board on August 24, 2016

Recommendations

- Launch Planning for a Major Renovation to the Pro-Shop Buildings and Surrounding Site
- Formalize Pickleball Program
- Affirm Funding for Maintenance and Repair
- Fine Tune Operations
- Evaluate Adjustments to Programs and Services

Community Services Master Plan – April 2019

Scheduled for Approval – Summer 2019

Recommendations

IVGID should focus improvements in five areas in order to meet community needs:

- Trails
- Parks, Open Space and Snow Play
- Fields
- Built Facilities
- Programs

Master Plan Capital Project Wish List
Summary of Projects identified in Master Plan Documents

Golf:

Mountain Course Clubhouse: \$3 million rebuild, \$1.4 million renovation (recent estimate).
Mountain Course Maintenance Building replacement: \$750,000 (recent estimate)

Diamond Peak:

Summer Activities Phase 1a: \$2.4 million
Summer Activities Phase 1b: \$1.7 million
Summer Activities Phase 2: \$250,000
Snowflake Lodge: \$6.2 million
Winter Improvements Phase 3/4: \$6 million

Incline Beaches:

Incline Beach House: \$3 million (2017 estimate)
Burnt Cedar Restroom Replacement: \$750,000
Burnt Cedar Concession Improvements: \$450,000
Beach Group Picnic Areas Improvements: \$600,000
Burnt Cedar Individual Picnic Areas: \$350,000
Burnt Cedar Pedestrian Circulation: \$600,000
Burnt Cedar Entry and Pedestrian Access: \$540,000
Incline Beach Entry and Pedestrian Access: \$200,000

Tennis:

Pro Shop Renovation and Bocce addition: \$1.25 million (recently updated)

Community Services Master Plan (not yet approved by Board of Trustees)

Upper High School Fields: \$350,000 to \$1.7 million
Dog Park: \$3.4 million
Bocce Courts: \$250,000 - \$450,000
Bike Park, Phase 2: \$600,000
Skate Park - Phase 2: \$500,000 - \$1 million
Village Green Enhancements: \$2.6 million
Old Elementary School Park Development: \$7.5 million
Crystal Bay - Sierra Park Improvements: \$250,000 to \$500,000
Rec Center Expansion/Admin Building: \$7.5 million
Rec Center Expansion/Gym/Fitness/Exercise Rooms: \$7.725 million
Rec Center Aquatics Expansion: \$4.4 million
Sprung Structure Fieldhouse: \$2.25 million

Please note: Estimated costs have all been established at different points in time, and many have not yet included a detailed scope of work. These estimates are included solely to provide an order of magnitude of cost when considering capital project priorities.

**Incline Village Golf Courses
– Facilities Assessment and
Future Needs
Recommendation –
December 2012
Findings presented to the
Board on March 13, 2013**

- Recommendations**
- Programs and services at each course should be unique and supportive of each unique brand proposition.
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**Diamond Peak
Master Plan –
August 2015;
Approved by
the Board on
October 21,
2015**

- Recommendations**
- Focus on mountain recreation that supports an active lifestyle.
 - Maintain and enhance the community use of the facility.
 - Preserve the scenic beauty of Diamond Peak.
 - Balance community use and additional tourism visitation that will provide the necessary revenue for the continued financial viability of the operation.

**IVGID RECREATIONAL
VENUES
AKA
COMMUNITY SERVICES**

**Community
Services Master
Plan – April 2019;
Scheduled for
Approval by the
Board on July 19,
2019**

- Recommendations**
- Trails
 - Parks, Open Space and Snow Play
 - Fields
 - Built Facilities
 - Programs

**IVGID Beaches
– Recreation
Enhancement
Opportunities
Plan –
February
2016;
Approved by
the Board on
February 24,
2016**

- Recommendations**
- Improve beach entries and pedestrian access.
 - Replace restroom/concession buildings.
 - Enhance group areas.
 - Enhance beach access and pedestrian connectivity.
 - Develop a consistent design aesthetic.

**Incline Village Tennis
Center – Facilities
Assessment and Master
Plan – August 2016;
Approved by the Board
on August 24, 2016**

- Recommendations**
- Launch planning for a major renovation to the Pro-Shop buildings and surrounding site
 - Formalize Pickleball program
 - Affirm funding for maintenance and repair
 - Fine tune operations
 - Evaluate adjustment to programs and services.

Broad brush, pictorial representation