

**POLICY AND PROCEDURE NO. 138**  
**Resolution No. 1910**

**NAMING/DEDICATION OF IVGID FACILITIES AND ACKNOWLEDGING  
IMPORTANT LOCAL PERSONS, EVENTS, OR HISTORY AND  
ACCEPTANCE OF DONATIONS**

**WHEREAS**, the Incline Village General Improvement District (IVGID) receives requests from its citizens to name and/or dedicate facilities and/or place plaques, markers, or other donated improvements indicating acknowledgement, tribute, or remembrance which will be long-term symbols for all to see; and

**WHEREAS**, it is necessary to establish policies and procedures governing these activities that may take place at IVGID's facilities to guide staff in administering a consistent policy throughout IVGID; and

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT**, that it hereby adopts the following policies and procedures to govern naming and dedication of facilities, and acknowledgments of local persons, events, and history, and acceptance of donated improvements:

**A. PROCEDURE FOR MAKING REQUEST**

1. A person making a request for dedication or acknowledgment shall submit a detailed justification, including background and any historical information, as to the relevance to the District and Incline Village/Crystal Bay community. Individuals (living or dead) suggested for acknowledgement should be those who have contributed greatly to the community. All requests shall be based on geographical, historical, or individual significance, or be for persons, events or history generally recognized and known throughout the area. Where consideration involves geographical or historical connotations, support for the request should be solicited from historical societies or other groups or entities having knowledge of the area.
2. All requests shall be consistent with the Values, Mission, Goals, and Strategic Plans of the Incline Village General Improvement District.
3. Requests to place donated improvements shall be evaluated to determine if improvements are consistent with District design and engineering best practices, comply with any land use, zoning, and deed restrictions, and shall be sited appropriately based on existing context. A requestor seeking to place donated improvements shall include a statement addressing these subjects as part of any request.

4. All requests will be reviewed within the context of potentially becoming long-term improvements on IVGID land.
5. The concurrence or objection by any known family members shall be considered as part of approving requests for recognition of an individual.
6. Any requests in memory of a deceased individual will not be considered prior to one year from that person's passing in an effort to respect the grieving period of the family members and community.
7. All requests shall be subject to the approval of the Board of Trustees as part of a meeting held in accordance with Nevada's open meeting law.

**B. POLICY RELATED TO ACCEPTANCE AND MAINTENANCE OF IMPROVEMENTS**

1. All donated improvements, including placards, name plates, benches, or other physical improvements, shall be deemed to become property of the District and title shall pass to the District upon installation.
2. Any donated artwork, sculpture or other works of artistic expression shall be accepted only with a waiver of the artist's moral rights under applicable state and federal law, including under copyright laws and the Visual Artists Rights Act of 1990 (if applicable). Acceptance and installation of any particular artwork shall be at the discretion of the Board of Trustees and shall be deemed an act of government speech, and such acceptance shall not create a forum for free expression nor require the District to accept or allow the installation of any other artwork or work of improvement.
3. The District shall not be obligated to repair or replace any donated improvements, and any maintenance decisions will be subject to future budgetary approval made at the discretion of the Board of Trustees. This does not preclude the acceptance of funding by the District for maintenance.
4. The District reserves the right to remove all improvements as determined necessary in the sole discretion of the District, including but not limited to due to lack of funds for maintenance.
5. The District shall not be required to return donated placards, acknowledgements, monuments, or other improvements. Upon a determination by the Board to remove an improvement, it may be disposed of by any means permitted by law.
6. All existing and in situs markers, placards, monuments, acknowledgements and memorialization's within the District are deemed approved, subject to the provisions of this Policy.

**C. POLICY AND PROCEDURE FOR NAMING OF IVGID FACILITIES**

1. Currently, Incline Village General Improvement District (IVGID) has two of its facilities, Anne Vorderbruggen Administration Building and Preston Field, named for community members who contributed significantly to the District. In order to have a facility named the following process will be followed:
  - a. An application shall be made in accordance with Section A of this Policy.
  - b. Two public meetings by the Board of Trustees will be held to consider the naming of any facility.
  - c. The decision to name an IVGID facility must be adopted by the Board of Trustees in the form of a resolution.
  
2. Naming of facilities shall comply with NRS 338.200 which reads as follows:

***NRS 338.200 Prohibition against naming public building or structure after current member of governing body. No public building or other public structure, other than a street or road, may be named after a person who is at the time a member of the governing body which has jurisdiction or control over the building or structure or which is responsible for it.***

Additionally, no facility shall be named after a member of the Board of Trustees that participated in the decision to approve the creation or construction of the facility.

**D. ACCEPTANCE OF CASH DONATIONS**

Cash donations for any purpose shall be presented to and require approval by the Board of Trustees.

This Policy Resolution No. 138, Resolution No. 1910 supersedes any and all existing documents specifically Resolution No. 138, Resolution No. 1849 and Policy Resolution No. 125, Resolution No. 1599, and all prior versions thereof.

\* \* \* \* \*

I hereby certify that the foregoing is a full, true and correct copy of a resolution duly passed and adopted at a regularly held meeting of the Board of Trustees of the Incline Village General Improvement District on the 11<sup>th</sup> day of December, 2024 by the following vote:

AYES, and in favor thereof, Trustees: Dent, Tulloch, Noble, Tonking and Schmitz

NOES, Trustees: None

Presented and Adopted on December 11, 2024



Secretary

IVGID Board of Trustees

Attest:

  
IVGID District Clerk