Nevada Irrigation District

Staff Report

TO: Board of Directors

FROM: Greg Jones, Assistant General Manager

DATE: October 8, 2025

SUBJECT: **Contract Amendment – Select Property Management (Consent)**

ADMINISTRATION

RECOMMENDATION:
Adopt a Resolution approving a contract amendment adding $30,000 to Select Property Management Inc., PO No. 00058294, and authorize the General Manager or designee to execute the appropriate documents.

BACKGROUND:
In January, NID executed a 12-month, $100,000 agreement for property management services to Select Property Management for the management, maintenance and repair of eleven residential homes. On March 12, 2025, the NID Board of Directors authorized Resolution No. 2025-20, declaring exempt surplus lands and directing the sale of such lands, inclusive of the eleven residential homes. On June 11, 2025, the Board authorized a contract with Century 21 Select Real Estate and Century 21 Cornerstone Realty as the District broker of record to sell such residential properties.

A major cornerstone of the Century 21 proposal was the option to engage in their "Refresh and Refurbish" program, which would loan the District money for health, safety and marketability repairs prior to sale. After additional investigation of the program, NID staff determined it was not in the District's best interest to engage with the loan program. Instead of the loan program, the District will complete minor repairs needed to sell the property with the property management firm, Select Property Management.

Currently, NID is in escrow on two homes with multiple offers received on another two. An additional four properties under listing agreement require approximately $30,000 in repairs for health, safety and marketability. NID is nearing the extent of its 2025 PO total with Select Property Management and is requesting additional funding over the original PO amount. Board Policy No. 3080.10 identifies that contract amounts over $100,001 must be authorized by the Board of Directors.

In the years 2023 and 2024, NID worked with Select Property Management and incurred a total of $84,664 and $123,819 respectively for services. As we finalize

preparation for homes for sale, staff believe the additional $30,000 is adequate for health, safety and marketability. Certain additional work includes debris removal, carpet removal and installation, appliance removal & installation, termite & rodent control, septic pump, well inspection & repair, etc.

BUDGET IMPACT:
An increase to Administration Consultant Fees budget (10114-52603) by $30,000 will be added to Select Property Management PO 00058294, totaling $130,000 for the 2025 contract. Funds for this increase will be transferred from the Administration Fed/St/Co Fees (10114-52608) and will not result in additional budget expense for fiscal year 2025.

Attachments: (1)

- Resolution No. 2025-49 - Approving a Contract Amendment for Select Property Management (PO No. 00058294)

RESOLUTION NO. 2025-49

OF THE BOARD OF DIRECTORS OF THE NEVADA IRRIGATION DISTRICT

APPROVING A CONTRACT AMENDMENT FOR SELECT PROPERTY MANAGEMENT (PO No. 00058294)

WHEREAS, the Nevada Irrigation District (District) budget for the 2025 fiscal year reflects resources to meet the needs of the District and the District's customers; and

WHEREAS, the Board of Directors adopted the 2025 Annual Budget on October 9, 2024; and

WHEREAS, In January, NID executed a 12-month, $100,000 agreement for property management services to Select Property Management for the management, maintenance and repair of eleven residential homes (PO No. 00058294); and

WHEREAS, On March 12, 2025, the NID Board of Directors authorized Resolution No. 2025-20, declaring exempt surplus lands and directing the sale of such lands, inclusive of the eleven residential homes; and

WHEREAS, On June 11, 2025, the Board authorized a contract with Century 21 Select Real Estate and Century 21 Cornerstone Realty as the District broker of record to sell such residential properties; and

WHEREAS, A major cornerstone of the Century 21 proposal was the option to engage in their “Refresh and Refurbish” program, which would loan the District money for health, safety and marketability repairs prior to sale; NID staff determined it was not in the District’s best interest to engage with the loan program; and

WHEREAS, NID is nearing the extent of its 2025 PO total with Select Property Management and is requesting additional funding over the original PO amount and Board Policy No. 3080.10 identifies that contract amounts over $100,001 must be authorized by the Board of Directors.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Nevada Irrigation District:

1. The Board of Directors hereby approves a Contract Amendment to increase funding for the Select Property Management, Inc. (PO No. 00058294) in the amount of $30,000.
2. The Board of Directors hereby authorizes an increase of $30,000 to Administration Consultant Fees budget line item (10114-52603) and a decrease of $30,000 from the Administration Fed/St/Co Fees budget line item (10114-52608).
3. The Board of Directors hereby authorizes the General Manager, or designee, to execute the necessary documents to cause the actions contemplated with this resolution.

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PASSED AND ADOPTED by the Board of Directors of the Nevada Irrigation District at a regular meeting held on the 8th day of October, 2025 by the following vote:

AYES:	Directors:
NOES:	Directors:
ABSENT:	Directors:
ABSTAINS:	Directors:

_____
President of the Board of Directors

Attest:

_____
Secretary to the Board of Directors