

NOTICE OF SPECIAL MEETING

Revised

The Special Meeting of the Incline Village General Improvement District Board of Trustees will be held starting at ~~4:30 PM~~ **6:00 P.M.** on January 31, 2024 in the Boardroom, 893 Southwood Boulevard, Incline Village, Nevada.

Public comment is allowed and the public is welcome to make their public comment via telephone at (877)853-5247 (the webinar ID will be posted to our website on the day of the meeting). The meeting will be available for viewing at <https://livestream.com/accounts/3411104>.

- A. PLEDGE OF ALLEGIANCE*
- B. ROLL CALL OF TRUSTEES*
- C. INITIAL PUBLIC COMMENTS - *Unless otherwise determined, the time limit shall be three (3) minutes for each person wishing to make a public comment. Unless otherwise permitted by the Chair, no person shall be allowed to speak more than once on any single agenda item. Not to include comments on General Business items with scheduled public comment. The Board of Trustees may address matters brought up during public comment at the conclusion of the comment period but may not deliberate on any non-agendized item.*
- E. GENERAL MANAGER SELECTION - Interview of Candidates **Has been Canceled**
~~to begin at 4:30 or soon thereafter.~~
- SUBJECT:** Discussion and possible action to consider the following applicants, Mitchell Dion, Robert Field and Beverli Marshall for the vacant Incline Village General Improvement District, General Manager position, to include interview of candidates, possible selection of the General Manager position and/or a possible alternative choice, and possible direction to staff to proceed with negotiations of employment contract. (Requesting Staff Member: Director of Human Resources Erin Feore) – **pages 4 - 26**
 - A. PUBLIC COMMENTS - Limited to a maximum of three (3) minutes in duration.
- F. REPORTS TO THE BOARD - Reports are intended to inform the Board and/or the public.
- SUBJECT:** Treasurers Report - December 2023 Activities District Treasury Report. (Requesting Trustee: Raymond Tulloch) – **pages 27 - 45**
 - SUBJECT:** Verbal Report and Update on the Director of Golf Recruitment, by the Director of Human Resources, Erin Feore. – **pages 46 - 61**
 - SUBJECT:** Verbal Report and Update on the Contract Review Processes, provided by Board Chair, Trustee Sara Schmitz. – **pages 62 - 65**
- G. CONSENT CALENDAR (for possible action)
- SUBJECT:** Approval of the Meeting Minutes for January 10, 2024 – **pages 66 - 145**

Incline Village General Improvement District

Incline Village General Improvement District is a fiscally responsible community partner which provides superior utility services and community oriented recreation programs and facilities with passion for the quality of life and our environment while investing in the Tahoe basin.

893 Southwood Boulevard, Incline Village, Nevada 89451 • (775) 832-1100 • EMAIL: info@ivgid.org

www.yourtahoeplace.com

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H. GENERAL BUSINESS (for possible action)

1. **SUBJECT: PUBLIC HEARING (not earlier than 6:00 P.M. and as soon thereafter as practicable) - Fiscal Year 2023/24 Midyear Budget Augmentation**

Recommendation for Action: That the Board of Trustees:
Adopt a Resolution Augmenting Budget and Appropriating General Fund Reserves in the amount of \$1,512,949 and Recreational Services Reserves, Beach Utility Reserves, Internal Services Reserves in the cumulative amount of \$3,956,700. – **pages 146 - 155**

2. **SUBJECT:** Receive a report and update on the Finance Active and Special Project List. (Requesting Staff Member: Interim Director of Finance Bobby Magee) – **pages 156 - 160**

Recommendation for Action: That the Board of Trustees:
Discuss the Updated Finance Active and Special Project List and Provide Further Direction as Appropriate.

3. **SUBJECT:** Review, Discuss, and Approve the Scope of Work and Related Contract Pricing for Forensic Due Diligence Auditing Services and Direct the General Manager to Execute the Agreement with RubinBrown (Requesting Staff Member: Interim Finance Manager Bobby Magee) – **pages 161 - 180**

Recommendation for Action: That the Board of Trustees:

1. Discuss the Contract, Related Scope of Work, and Related Pricing for Forensic Auditing Services and Provide Further Direction to Staff as Appropriate; and,
2. Direct the General Manager to execute the contract with RubinBrown.

4. **SUBJECT:** Authorize General Manager to Execute Contract Amendment Increasing the Baker Tilly Contract by \$100,000 for Additional Accounting Resources Required to Support Continued Work on Daily Operational Activities and Special Projects as Previously Prioritized by the Board (Requesting Staff Member: Interim Finance Director Bobby Magee) – **pages 181 - 184**

Recommendation for Action: That the Board of Trustees make a motion to:

1. Direct Staff to Increase the Baker Tilly Contract by \$100,000 for Additional Accounting Resources Required to Support Continued Work on Daily Operational Activities and Special Projects as Previously Prioritized by the Board, Contingent Upon Approval of the Budget Augmentation Request.
2. Authorize the General Manager to Execute the Contract Amendment.

5. **SUBJECT:** Review, discuss and identify the board's goals for 2024. (Requesting Trustee: Chair Sara Schmitz) -- **pages 185 - 192**

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6. **SUBJECT:** Review, discuss and possibly approve the agreement for FlashVote Services not to exceed the amount of \$7,900.00. (Requesting Trustee: Matthew Dent)
– *pages 193 - 202*

Recommendation for Action: That the Board of Trustees make a motion to approve the Flashvote Services agreement, not to exceed the amount of \$7,900.00.

- I. REDACTIONS FOR PENDING PUBLIC RECORDS REQUESTS (for possible action)
- J. LONG RANGE CALENDAR
- K. BOARD OF TRUSTEES UPDATE
- L. FINAL PUBLIC COMMENTS - Limited to a maximum of three (3) minutes in duration.
- M. ADJOURNMENT (for possible action)

CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m. on Friday, January 26, 2024, a copy of this agenda (IVGID Board of Trustees Session of January 31, 2024) was delivered to the post office addressed to the people who have requested to receive copies of IVGID's agendas; copies were e-mailed to those people who have requested; and a copy was posted, physically or electronically, at the following locations in accordance with Assembly Bill 213:

1. IVGID Anne Vorderbruggen Building (893 Southwood Boulevard, Incline Village, Nevada; Administrative Offices)
2. IVGID's website (www.yourtahoeplace.com/ivgid/board-of-trustees/meetings-and-agendas)
3. State of Nevada public noticing website (<https://notice.nv.gov/>)
4. IVGID's Recreation Center (980 Incline Way, Incline Village, Nevada)

Persons may request copies of all agenda materials by contacting the District Clerk or by visiting the Administrative Offices at the address listed above.

/s/ Heidi H. White
Heidi H. White
District Clerk (e-mail: hwh@ivgid.org/phone # 775-832-1268)

IVGID Board of Trustees: Sara Schmitz - Chair, Matthew Dent - Vice Chair, Michaela Tonking - Secretary, Raymond Tulloch - Treasurer, and David Noble

Notes: Items on the agenda may be taken out of order; combined with other items; removed from the agenda; moved to the agenda of another meeting; moved to or from the Consent Calendar section; or may be voted on in a block. Items with a specific time designation will not be heard prior to the stated time, but may be heard later. Those items followed by an asterisk (*) are items on the agenda upon which the Board of Trustees will take no action. Members of the public who are disabled and require special accommodations or assistance at the meeting are requested to call IVGID at 832-1100 at least 24 hours prior to the meeting. **IVGID'S agenda packets are available at IVGID's website, www.yourtahoeplace.com; go to "Board Meetings and Agendas".**