



**Incline Village General Improvement District  
Board of Trustees**

*Sara Schmitz, Chair  
Matthew Dent, Vice Chair  
Raymond Tulloch, Treasurer  
Michaela Tonking, Secretary  
Dave Noble, Trustee*

**MEETING SYNOPSIS**

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT BOARD OF TRUSTEES**

**HELD IN INCLINE VILLAGE ON August 20, 2024**

\*Viewing available by clicking the link and choosing BOT Meeting 08.20.2024 at <https://livestream.com/accounts/11170389>  
or <https://ivgid.portal.civicclerk.com/event/462/media>

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*A Special Meeting of the Incline Village General Improvement District Board of Trustees was called to order on August 20, 2024, at 6:00 PM.*

*All Board Members were Present for the Special Board Meeting.*

**Public Comment:**

*The Board of Trustees heard various community members provide public comments addressing the concerns about outsourcing the Management of the District to a Management Firm; the Separation Agreement with District General Manager Magee; and the selection of an Interim General Manager.*

**Approval of the Agenda:**

*The Agenda was approved as submitted without exception.*

**GENERAL BUSINESS**

*Item E.1. - The Board of Trustees listened as Human Resources Director Erin Feore presented an overview of the Draft RFP prepared by Trustee Noble and herself for a Management Firm that could assist in providing a General Manager and additional support where needed throughout the District. Within the Draft document she provided areas for discussion and areas for the Trustees to provide feedback and direction. Following Director Feore's outline of the RFP for consideration she opened the floor to the Trustees for questions and discussion.*

*Trustee Noble spoke openly by expressing his opposition to this approach.*

*The Board provided insight and asked questions regarding the RFP timeline and its alignment of the recruitment efforts of the District General Manager position. Neither, Trustee Tonking or*

*Trustee Noble were in favor of the Board moving in the direction of hiring a management firm to fill the role of the General Manager.*

*The Board majority was in agreement that the draft document requires additional work. Trustee Dent nominated Trustee Tulloch to provide his expertise and time to assist staff in making the modifications discussed.*

*Chair Schmitz provided clarification relating to the direction from the Board. Staff and Trustee Tulloch were directed to work together to provide an RFP advertising for a Management Firm that could place a General Manager in the District and provide a backdrop of resources to implement standard practices. Human Resource Director Erin Feore would draft the memorandum, and Trustee Raymond Tulloch was asked to provide edits that align with the Board majorities intent for this RFP.*

*Item E.2. – Prior to the Board discussion or consideration of the Item to approve the Separation Agreement with District General Manager Bobby Magee, Trustee Schmitz asked that Director Feore to discuss the Director of Finance Position that was approved to be financed for 6 Months by the Board as part of the 2024/25budget. Director of Human Resources Erin Feore was asked to provide information from a report that she provided to the Audit Committee on the finance department staffing levels and work backlog.*

*Director Erin Feore gave a brief overview of the report that she had provided the Audit Committee and stated that after going over the numbers multiple times with finance department and Acting General Manager Gove, it was discovered there were no dollars funded in 2024-25 Budget for Director of Finance Position, despite the direction from the Board. Based primarily with the information that was provided, the 3rd accountant position was also not budgeted as the Board had approved during the budgeting process.*

*Following discussion and Legal Counsel Rudin's advise, the matter of a Separation Agreement discussion and approval were tabled.*

*The following Item was differed as it relates to Item E.2.:*

*Item E.3. Review, discuss options and possibly appoint an Interim General Manager. To return for consideration at the Board of Trustees meeting on August 28, 2024.*

## **BOARD OF TRUSTEES UPDATE**

*Chair Schmitz provided an updated relating to the Blanket Purchase Orders for select vendors and the need for staff to request approval of delinquent invoices to ensure continued service to the District.*

*Trustee Tulloch provided an update on the Audit Committee Meeting and the Davis Farr Engagement Letter. He also provided a Capital Investment Committee Update for the Board.*

**Following final public comments,  
The Meeting of the Incline Village General Improvement District Board of Trustees  
Adjourned at 7:30 PM**

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### **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.*