



**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 September 11, 2024

*Viewing available by clicking the link and choosing BOT Meeting 09.11.2024 at <https://livestream.com/accounts/11178170>
or <https://ivgid.portal.civicclerk.com/event/196/media>

A Meeting of the Incline Village General Improvement District Board of Trustees was called to order on September 11, 2024, at 6:00 PM.

All Trustees were Present for the Board Meeting.

A Moment of Silence was observed to Remember and Honor the Victims of September 11, 2001

Public Comment:

At the meeting of the IVGID Board of Trustees, on Wednesday, September 11, 2024, the Board listened to a variety of topics during the Public Comment Period. Community members, and Small Business Owners read, spoke and submitted written statements related to the Grease Interceptor Policy and suggested changes to the policy. Other public comments included, the Chris Sarten Food and Beverage report, outsourcing the Management of the District, opposition to the proposed revisions to the Personnel Management Policy and the request for assistance from Washoe County in the Districts Finance Department.

Approval of the Agenda:

The Agenda was approved as modified below:

Item F.2. – Amendment 7 of the Agreement between IVGID and the Hyatt Corporation, was moved from the Consent Calendar to General Business for discussion.

Item F.3. – The agreement for the replacement of the Public Works entrance security gate actuator loops and pavement section, was removed from the Agenda in its entirety.

REPORTS TO THE BOARD

Trustees received the District General Managers monthly status report for August 2024 from Acting General Manager Karen Crocker. She touched on many subjects in her report and provided an update on the District's ongoing challenges and successes. The Board was updated on the interactions with Washoe County and the Finance Department, bank reconciliations that have been submitted to the Nevada Department of Taxation (Committee on Local Government Finance), the RFP for management services, and the status of the recruitment efforts for a Director of Finance.

Acting General Manager Crocker provided a brief reviewed the Food and Beverage Report by Chris Sarten. Board members provided feedback and direction for staff and requested a detailed action plan to correct the deficiencies. The Board requested that there be a clear priority for the integration of the Point-of-Sale System and the Tyler System to communicate directly, to avoid human inputting errors.

Director of Public Works Kate Nelson provided a report to the Trustees on the Grease Interceptor Policy and explained that this policy protects IVGID's Infrastructure. The policy reduces infrastructure repair costs to the district, and ensures that properties are brought into compliance. The Board expressed their concern regarding required compliance when a business license is renewed. The Board directed a committee be formed to bring recommendations for the Board's consideration.

CONSENT CALENDAR

The Board of Trustees unanimously Approved the following Consent Calendar Items without modification:

Items F.1. Approval of the IVGID Board of Trustees Meeting Minutes for August 6, 2024;
Item F.4. Approval of the Purchase Order Agreement for the Ski Beach Boat Ramp Inspection, in the Amount of \$700; and
Item F.5. Approval of Purchase Order Agreement for the Ozone Analyzers Inspection and Calibration, in the Amount of \$18,000.

GENERAL BUSINESS

Item G.1.

The Board of Trustees listened as Trustee Tulloch provided a background on Policy Procedure 142; Resolution No. 1898 and explained the reasoning for the modifications being brought forward.

During the Board discussion, Trustee Tonking voiced her opposition to the modification of language giving the Board of Trustees the ability to override the General Managers' decisions in relation to the hiring of Senior Management positions.

Continued discussion led to Vice Chair Dent requesting that Legal Counsel weigh in on the matter.

Following the conversation, the Board approved the changes as drafted to Policy and Procedure

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142, Resolution 1898 - Personnel Management, and Adopt Resolution 1911, Policy and Procedure 144 - Personnel Management - the Motion Passed with a 3/2 Vote with Trustee Tonking and Trustee Noble both voting in opposition

Item G.2.

In a 4 to 1 vote the IVGID Board of Trustees Appointed Karen Crocker to Serve as Interim General Manager until the Board can fill the District General Manager Position.

Trustee Tulloch opposed the motion.

Trustees then voted to set the Interim General Managers Salary of \$220K for the Period of Service, and the motion Passed with a Vote of 4/0. Trustee Tullock abstained.

The Board of Trustees all agreed on the following Interim General Manager Priorities:

- 1) Properly staffing the Finance Department.*
- 2) Automated integration of the Point-of-Sale to the Tyler System.*
- 3) Review and explore the existing General Fund budget and find creative strategies to manage the fund within the Board approved budget.*
- 4) Provide monthly status updates on actions taken in relation to the Rubin Brown report observations.*
- 5) Provide the Board with updates on Parks and Recreation Department under the temporary management plan.*

Item G.3.

The Board listened, as the Interim General Manager, Karen Crocker, recommended that the District initiate an RFP for Legal Counsel Services and move forward with BBK on a month-to-month agreement until the RFP Process is complete. Trustees unanimously agreed with Ms. Crocker's recommendation and directed Ms. Crocker to assess the legal costs of the services.

Item G.4.

Trustees unanimously approved the request for staff to send a letter/application to Washoe County requesting assistance to back-fill Sue Griffiths' current position, the accounting 3 position, and any additional data entry positions needed in the Finance Department.

Item G.5. (previously Consent Calendar Item F.2.)

Consent Item F.2. regarding the seventh amendment to a lease agreement with the Hyatt Corporation for retail space was moved to General business for discussion, by the request of Trustee Tulloch.

Trustee Tulloch explained that community members had concerns, and asked General Manager Bandelin for clarity, whether the resources and expenditures related to the leasing of this shop generated enough business to make it worthwhile for the District and Diamond Peak Ski. He further stated that he had discussed the concerns with GM Bandelin before the meeting and extended his full support of GM Bandelin on this matter.

The Board unanimously approved the 7th amendment to extend the Lease Agreement between the Hyatt Corporation and the Incline Village General Improvement District, through May 31, 2025, at a Lease Payment Structure of 10% of Gross Sales each Calendar Month throughout the Term of the Lease.

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Item G.6. (previously G.5.)

The final item on the agenda was a Board discussion related to the proposed IVGID Town Hall Meeting Scheduled for Tuesday, September 24, 2024.

Trustees provided feedback related to specific topics to be discussed or if the meeting should remain a general question and answer format. The consensus of the Board was to leave the topic open to and without restriction for the community.

LONG RANGE CALENDAR

Items that were discussed to be added to the Long-Range Calendar:

North Lake Tahoe Fire Protection District Agreement

The Veterans Memorial Project

Rubin Brown returning to answer Board questions

Beach House update and discussion to move up on the Calendar

Skate Park - 2nd Meeting of October 2024

**Following final public comments,
The Meeting of the Incline Village General Improvement District Board of Trustees
Adjourned at 9:06 PM**

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