



NOTICE OF MEETING

The regular meeting of the Incline Village General Improvement District Board of Trustees will be held starting at 2:00 PM on August 24, 2023 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 (the telephone number 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. ROLL CALL OF TRUSTEES*
- B. 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.*
- C. GENERAL BUSINESS (for possible action)
1. **SUBJECT:** Good Governance Workshop Part 2 - Training held from 2:00 PM - 4:00 PM
Discussion may include an overview of developing standard operating procedures, checklists and other best practices for Board-staff communications and general operations. Discussion may also work through general examples that all governments have, such as FAQs, public comments, complaint handling and public record requests and/or specific examples more relevant to the IVGID jurisdiction, such as a dog park, new beach building, a skate park or other sample topics.
Recommendation for Action:
 2. **SUBJECT:** Recess - the Board of Trustees will recess from 4:00 PM to 6:00 PM
 3. **SUBJECT:** Review, Discuss, and Possibly Approve Actions and Expenditures as Necessary to:
 - Address and resolve Issues Identified to the Board Regarding Non-Reconciliation of Bank Balances since July 1, 2022
 - Address Issues with Current Imbalances in the General Ledger Trial Balance
 - Perform a Complete Independent Assessment, and Remediation Plan, Pertaining to the Tyler Munis ERP System Implementation. Assess Resource Needs and Estimated Time Frame to Remediate and Complete a Successful Implementation.
 - Implement Adequate Full-time Staffing Levels in Finance Department to Address Regular Workload
 - Provide Direction and Timelines to Staff on the Board's Priorities for the Finance Department Active and Special Project List

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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Recommendation for Action: That the Board of Trustees:

Discuss Finance and Accounting Issues and Concerns Identified by the Director of Finance and the Audit Committee Chair and Possibly Approve Actions necessary to:

- Implement an Action Plan to Resolve Issues Identified to the Board Regarding Non-Reconciliation of Bank Balances since July 1, 2022 as an urgent priority
- Identify the Actions and Resources Required to be Able to Timely Close the District Accounts Each Month and Produce Reliable Financial Statements and Supporting Footnotes to Staff, Board of Trustees, and the Community
- Implement actions to Ensure Internal Controls and Processes are Sufficiently developed to Avoid Future Recurrence of the Identified Issues and Concerns
- Agree and Approve Full-time Staffing Levels in Finance Department that are Sufficient to Meet the Demands of the Current and Expected Future Workload
- Develop and Implement an Action Plan for Tyler Munis-Innoprise Data Reconciliation and Revise Ineffective Workflow Processes in Tyler Munis
- Enable the Annual Audit to be Completed by the State Mandated Deadline
- Restore Public Trust in Accuracy of IVGID Reported Financials
- Ensure that State Revolving Fund (SRF) Borrowings/Bonding for the Effluent Pipeline Replacement are not Adversely Impacted
- Provide Direction to Staff on the Board's Priorities for the Finance Department Active and Special Project List

That the Board of Trustees make a motion to:

Direct Staff to Add Additional Full-Time, Permanent Personnel to the Finance Department as necessary Based on Identified Needs to Meet the Current and Expected Future Workload

That the Board of Trustees make a motion to:

Direct Staff to Identify and Evaluate any Consulting Resources Required to Support Special Projects as Prioritized by the Board

That the Board of Trustees make a motion to:

If Necessary, Direct Staff to Prepare a Scope of Work for a Request for Proposals to Solicit a Qualified Firm to Conduct a Forensic Financial Due Diligence Audit

That the Board of Trustees make a motion to:

If Necessary, Direct Staff to Begin the Process for Conducting a Public Hearing to Adjust the Budget as Needed as a Result of the associated costs of Recommended Actions of August 24, 2023

- D. FINAL PUBLIC COMMENTS - Limited to a maximum of three (3) minutes in duration.
- E. ADJOURNMENT (for possible action)

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CERTIFICATION OF POSTING OF THIS AGENDA

I hereby certify that on or before 9:00 a.m., Monday, August 21, 2023, a copy of this agenda (IVGID Board of Trustees Session of August 24, 2023) 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 253:

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/>)

/s/ Heidi H. White

Heidi H. White

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

Board of Trustees: Matthew Dent - Chairman, Sara Schmitz, Michaela Tonking, Raymond Tulloch 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".