



## STAFF REPORT

December 6, 2023

**TITLE:** Inspector of Elections and Accountancy Firm for 2024 Board of Directors Election

### RECOMMENDATION:

#### By Motion:

The Board approves,

1. Extending legal services with Brent Collinson, partner at Best, Best, & Krieger, LLP., and appoint him as Inspector of Elections for the 2024 Board of Directors Election; and
2. Extending the services agreement with Barnard Vogler & Co., as the Accountancy firm for the 2024 Board of Directors Election.

### BACKGROUND AND ANALYSIS:

A Request for Proposal (RFP) was sent in October 2020 for the Inspector of Elections as requested by the Board of Directors in January 2019. The RFP was sent to six firms. Out of the six firms, one response was received by Best, Best, and Krieger, LLP., with the other five firms declining to submit proposals. Since we had one application and the Association, along with the Elections Committee has been very pleased with Brent Collinson's services on Tahoe Donner's behalf in previous elections cycles, the Committee along with staff recommend that the Board appoint him as Inspector of Elections.

In 2020, Tahoe Donner engaged a new accountancy firm for the 2020 elections process due to the legislation changes in SB323 Civil Code section 5110(b). SB323 specifically states that independent contractors shall not be under contract for compensable services. McClintock Accountancy was and is under contract to perform the annual audit of financials for Tahoe Donner. At that time, the Elections Committee sent out a Request for Proposal (RFP) for an accountancy firm to assist with the election process in January 2020. Eight firms received the RFP with one response by Barnard, Vogler & Co., and 7 declinations to submit proposals due to lack of availability or expertise.

The Elections Committee, the Inspector of Elections, and the staff have been very pleased with the services provided by William Saylor of Barnard, Vogler & Co. The Elections Committee and staff recommend the Board consider extending the accountancy services of Barnard, Vogler & Co. to assist with the 2024 election process.

### FUTURE MEMBER OUTREACH:

N/A





**FISCAL IMPACT:**

Election expenses relating to the Inspector of Elections and Accountancy firm services are budgeted in the 2024 Operating Budget.

Inspector of Elections  
Billing rate of \$285/hr

Accountancy Firm  
Billing rate of \$320/hr

**ALTERNATIVES:**

Since we had only one applicant for both the Inspector of Elections and the Accountancy Firm in 2020, staff and the Elections Committee do not propose any alternatives.

**ATTACHMENTS:**

N/A

Prepared by: Patricia West, Executive Assistant to the General Manager, *Patricia West*

Reviewed by: Annie Rosenfeld, Interim General Manager *Annie Rosenfeld*

Board Meeting Date: 12/15/2023

