

**INCLINE VILLAGE GENERAL IMPROVEMENT DISTRICT TRUSTEE
APPLICATION OF INTEREST**

(Note: This document and accompanying materials will become public record.)

Only complete applications will be forwarded to the Board of County Commissioners for consideration.

General Information

Applicant Name: Sara Schmitz
Physical Address: 932 Lakeshore Blvd.
City: Incline Village **Zip:** 89451
Mailing Address: 932 Lakeshore Blvd., Incline Village 89451
Best Contact Phone Number: 925-858-4384
Email Address: schmitz61@gmail.com



I certify, by signing below, the following:

That I actually, as opposed to constructively, reside at the physical address listed above, which is **WITHIN THE BOUNDARIES** of the **Incline Village General Improvement District**

You can verify that you live within the boundaries of the Incline Village General Improvement District by visiting the Washoe County Voters [website](#)

That I am a **QUALIFIED ELECTOR** pursuant to Section 1 of Article 2 of the Constitution of the State of Nevada;

That there is no legal condition, status, or other matter which would prevent me from taking the oath of office as an IVGID Trustee or from holding such an office.

Signature Date 12/27/19

ADDITIONAL INFORMATION

Along with this application, you may attach information regarding your background and education such as a letter of interest, a resume, or a statement of qualifications. (For example, you may include information about community work, memberships in various organizations etc.)

SUBMITTING APPLICATION

Your completed application may be delivered in-person to the County Manager's Office, 2nd Floor, Room 201, Washoe County Administrative Complex, 1001 E. 9th St, Reno, 89512 or emailed to bvujeva@washoecounty.us by **5 PM, January 6, 2020**. Applicants for appointment must present their

December 27, 2019

County Commissioners Berkbigler, Hartung, Herman, Jung, Lucey;

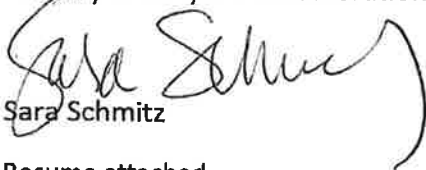
This letter is intended to express my desire and commitment to complete the term of outgoing IVGID Trustee Horan.

As a candidate for IVGID Trustee in 2018, I campaigned on open communication, community priorities, and financial transparency. In the past year, a group of dedicated citizens and I formed the non-profit corporation Incline Village Crystal Bay Community 1st to inform and educate our community. The goal was, and is, for our citizens to understand the activities and decisions being made by the IVGID Board of Trustees, TRPA, and Washoe County. Armed with knowledge, our citizens have become engaged on issues they deem important. Members of our community have been successful in influencing our governance by being informed and involved. For that, we are grateful.

My campaign promises and objectives remain unchanged. At IVGID, there has been a change for the better with openness, community involvement, and transparency attributable to Interim General Manager Winquest. With this change of philosophy, I believe the District is moving in the right direction. Being retired, I'm able to commit to being actively engaged as a Trustee supporting the needs of our community while also supporting the efforts of our General Manager and his team to deliver on those needs.

Our IVGID Trustees possess a diverse set of skills. If I am added to the mix, I will leverage my past leadership and project management abilities to benefit our Board and our District. These skills will be leveraged to prioritize, oversee, and work collaboratively on behalf of all constituents. I look forward to the opportunity to work with the other Trustees for the betterment of IVGID and our community.

Thank you for your consideration.


Sara Schmitz

Resume attached

Sara E. Schmitz

(925) 858-4384

Schmitz61@gmail.com

932 Lakeshore Blvd., Incline Village NV 89451

Incline Village, NV - Retired

- Appointed as an At-Large Alternate of the Incline Village/Crystal Bay Citizen Advisory Board
- Attends and participates at IVGID Board of Trustees and Incline Village/Crystal Bay Community Forum meetings on a regular basis
- Alternate Moderator for the Incline Village/Crystal Bay Community Forum meetings
- Spearheaded Incline Village Crystal Bay Community 1st to objectively inform our citizens
 - Organized and moderated a community meeting on Short Term Rentals
 - Conducted a FlashVote survey and a community meeting to discuss parking concerns and solutions
- Volunteer at Incline Elementary; Boys and Girls Club and Read With Me
- Collaborated with Washoe County to reduce the speed limit on Lakeshore Boulevard
- Worked with Washoe County and IVGID Interim GM Winquest to procure walkway bear boxes
- Part-time ski instructor at Squaw Valley

Danville, CA – Realtor (2nd career)

- Nominated as President of the local Board of Realtors after only 2 years.
- Danville Area Chamber of Commerce Ambassador, Chair of the Ambassadors, invited to work with the Board of Directors on the redesign of the Chamber's marketing plan and image.
- Educated the Danville Area Chamber of Commerce Board on the Town's proposed zoning code changes. Spoke at Town Council meetings regarding the negative impact of the proposed changes. The efforts resulted in the Town Council voting against the changes.
- Developed my Real Estate business from the ground up and doubled my business annually.
- Member of the Board of Directors of the San Ramon Republican Women.
- Retired in 2011 in order to plan our daughter's wedding in Minnesota and undertake a major home remodel.

St. Paul and Minneapolis, MN – Chief Operating Officer, VP, Director, Manager

- COO of a project orientated web development and consulting firm. Increased gross margin from 15% to 50% while increasing revenue. Improved profitability by 25%. Reduced the time to close new accounts and achieved additional market penetration by

conducting educational seminars. Responsible for P&L/general management, sales/marketing, accounting, human resources, product development, partnership development, and the delivery of quality services to clients.

- Vice President of Information Technology for Fortis, a financial services company providing specialty insurance and investment products to businesses, associations, financial service organizations and individuals. At the time, the company owned or managed approximately \$25 billion in assets. Led a \$7.3M, 200+ member cross-organizational, multi-business project team impacting 11,000 users across the Fortis U.S. companies. Managed the integration of three acquired companies in a two-year period. Developed staff of project managers through PMI certification programs. Ensured all projects achieved SEI CMM Level 2/3.
- Regional Director with Siemens Business Services. As a leading IT service company, Siemens Business Services offered customers a complete range of IT solutions and services - everything from IT consulting and systems integration to the operation and maintenance of IT infrastructures. Assumed the direct management of a multi-million dollar at risk client account resulting in improved client satisfaction and contract renewal with additional services. Improved customer satisfaction while increasing profitability of client accounts by developing Account Managers. Implemented Project Management best practices including standardized client project reporting and management of project scope changes. Responsible for a national team of 60 consultants delivering on client engagements.
- Manager with Andersen Consulting (Accenture). Hired by Andersen's Client/Server Center of Excellence to educate and manage development teams not familiar with Client/Server technologies. Managed teams through multiple successful software releases. Spearheaded and implemented a quality initiative leveraging Andersen's methodology resulting in on-time project delivery while reducing overall project costs. Created and distributed a programmer's reference manual for 100+ software developers.
- Began my career as a Software Engineer with the Foxboro Company, a Software Development Manager for CADAM Inc., and a Project Manager/Software Developer with the Lord Corporation.

Education

- B.S. in Applied Mathematics and B.A. in Business Management from the University of Wisconsin-Stout
- Graduated Magna Cum Laude
- Participated in the formulation of the course "Coaching for Business Results" in conjunction with Fortis and **The Center For Creative Leadership**