



DRAFT MINUTES

REGULAR MEETING OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS Tuesday, December 14, 2021 at 2:00 p.m. Via Teleconference

CALL TO ORDER/ESTABLISH QUORUM

The North Tahoe Public Utility District Board of Directors' regular meeting was held on Tuesday, December 14, 2021, at 2:00 p.m. via teleconference. The Directors in attendance were Directors Daniels, Hughes, Thompson, Mourelatos (arrived at 2:20 p.m.), and President Coolidge. District Staff in attendance included General Manager Johnson, Engineering and Operations Manager Pomroy, Chief Financial Officer Van Cleave, Utility Operations Manager Fischer, Public Information Officer Justin Broglio, and Administrative Liaison Moga. Counsel Nelson was also present. The pledge of allegiance was recited.

There were no changes to the agenda. The pledge was recited.

PUBLIC COMMENT AND QUESTIONS (2:05 p.m.) – There were no requests for public comment.

EMPLOYEE ANNIVERSARY AWARDS

Ken Fischer and Brad Johnson spoke about Michael Harper's accolades as NTPUD's Water Quality Control Technician. The Board thanked him for his five years of service. Brad Johnson spoke about Sandra Lazzareschi's service and dedication as Human Resource Manager. The Board thanked her for 20 years of service.

The Board took a brief recess to troubleshoot technical difficulties with Zoom.

MANAGEMENT TEAM INFORMATIONAL UPDATES:

Tahoe-Truckee Sanitation Agency (T-TSA) Report – Lane Lewis, TTSA Representative, provided highlights from his report. Director Thompson asked about the importance of the attached lab assessment information.

Recreation and Parks Commission Report – Commissioner Heggen was not in attendance. GM Johnson stated he was available to answer questions. In response to Director Thompson's inquiry, GM Johnson provided an update regarding the status of the sled hill. The Board members and Staff held a brief discussion about the sled hill operations and snowmobiling.

General Manager/CEO Report – General Manager (GM) Johnson provided highlights from his report including an update on COVID and mandatory masking in California. He provided an update regarding water projects applications for disadvantaged communities, specifically for the Kings Beach Grid. He announced NTPUD projects were recommended for funding by the CAP Committee. Director Hughes spoke about the disadvantaged community requirements challenges.

Public Information Officer Report – Public Information Officer, Justin Broglio, provided highlights from his report.

Accounting Department Report for the month ending October 31, 2021

– Chief Financial Officer (CFO), Vanetta Van Cleave, highlighted items from her financial report.

Park and Facilities Department Report – PIO Broglio highlighted items from the Recreation and Parks Facilities Department report. Director Mourelatos complimented the tree lighting event. The Board and Staff held a brief discussion regarding the lead time for TVRA motorized concessionaire contracts and TPRA. In response to Director Hughes' inquiry, GM Johnson discussed the RFQ process for an architectural design at the NTEC. The Board and Staff discussed tournaments and seasonal staffing challenges.

Planning and Engineering Department Report – EOM Pomroy provided highlights from his report.

Utility Operations Department Report – UOM Fischer provided highlights from his report. He noted the promotions and certificates of the Utility Operations crew. UOM Fischer shared two maps showing the progress of CCTV and Hydroflushing. The Directors complimented the data and analysis.

Legal Report – Legal Counsel Josh Nelson provided highlights from his report.

Board Committee Reports – The Board members reported on Committee items. Director Thompson reported that the Development & Planning Committee members recommended items discussed on their agenda. Director Daniels reported that the Finance Committee agrees with the items discussed at their committee meeting, including CalPers item and audit.

CONSENT CALENDAR:

- Approve Accounts Paid and Payable for the period from November 9, 2021, through December 13, 2021
- Approve Regular Meeting Minutes of the November 9, 2021, and Special Meeting Minutes of November 30, 2021
- Extend Resolution 2021-13 to Re-Authorize Virtual Public Meetings in Accordance with AB 361
- Authorize Notice of Completion for the Grey and Toyon Watermain Improvements Project
- Adopt Resolution 2021-18, a Resolution Adopting the Placer County Local Hazard Mitigation Plan 2021 Update
- Adopt Resolution 2021-19, a Resolution Approving a Sole Source Procurement and Authorize a Procurement Contract for Five (5) Smith and Loveless Everlast Sewer Pumping Stations

MOTION: Director Thompson moved to approve the consent calendar. Director Daniels seconded the motion, which was carried unanimously by roll call (5-0).

GENERAL BUSINESS

Review, Discuss, and Possibly Accept the Annual Independent Audit Report of Financial Statements for Fiscal Year 2020-21 with Presentation by Brad Bartells of MUN CPAs (Timed item 4:00 p.m.)

CFO Van Cleave introduced Brad Bartells and Aaron Blankenship from MUN CPA, who provided a PowerPoint presentation.

Director Mourelatos observed audit results addressing nine deficient audit findings last year. He applauded CFO Van Cleave and her team for the hard work and progress. The Board members complimented CFO Van Cleave.

MOTION: Director Daniels moved to Accept the Annual Independent Audit Report of Financial Statements for Fiscal Year 2020-21. Director Mourelatos seconded the motion, which carried unanimously by roll call vote (5-0).

Review, Discuss, and Possibly Adopt Resolution 2021-20, a Resolution Adopting an Unfunded Pension Liability Policy

CFO Van Cleave introduced the item and provided a PowerPoint presentation. The Board held a brief discussion regarding the factors that impact our position, such as inflation, market fluctuation, actuarial valuations, projections, and current contributions. In response to Director Thompson's inquiry, CFO Van Cleave stated the current contributions are calculated on a 7% discount rate and assumptions. The unfunded liability is calculated after the fact. It has been recognized on the balance sheet with deferred inflows and outflows.

MOTION: Director Hughes moved to Adopt Resolution 2021-20, a Resolution Adopting an Unfunded Pension Liability Policy. Director Daniels seconded the motion, which carried unanimously by roll call vote (5-0).

Review, Discuss, and Possibly Authorize Funding a Portion of the District's CalPERS Unfunded Pension Liability Obligation

CFO Van Cleave introduced the item. There were no questions or discussions.

MOTION: Director Thompson moved to Authorize Reserves Use in the Amount of \$380,209 to Fund a Portion of the District's CalPERS Unfunded Pension Liability Obligation. Director Daniels seconded the motion, which carried unanimously by roll call vote (5-0).

Review, Discuss, and Possibly Adopt (a) Ordinance No. 398, an Ordinance Adding Bidding Requirements Under the Uniform Public Construction Cost Accounting Act; (b) Resolution 2021-21, a Resolution Approving Electing Into the Uniform Public Construction Cost Accounting Act; and (c) Resolution 2021-22, a Resolution Adopting a

Contracting, Procurement, and Purchasing Policy Including Emergency Contract Delegation

GM Johnson introduced the item. Director Hughes stated she appreciates the checks and balances built into this policy. Director Daniels suggested including project updates in the GM's weekly update. In response to President Coolidge's inquiry, GM Johnson stated bidding limits and posting requirements are dictated by the act.

MOTION: President Coolidge moved to Adopt (a) Ordinance No. 398, an Ordinance Adding Bidding Requirements Under the Uniform Public Construction Cost Accounting Act; (b) Resolution 2021-21, a Resolution Approving Electing Into the Uniform Public Construction Cost Accounting Act; and (c) Resolution 2021-22, a Resolution Adopting a Contracting, Procurement, and Purchasing Policy Including Emergency Contract Delegation. Director Daniels seconded the motion, which carried unanimously by roll call vote (5-0).

Review, Discuss, and Possibly Approve an Increase in the Authorized Project Contingency and a Project Budget Augmentation for the National Sewer Pump Station Rehabilitation Project

EOM Pomroy introduced the item and provided a PowerPoint presentation. In response to Director Daniels's inquiry about winterizing, GM Johnson noted he could follow up with her regarding the details.

MOTION: Director Thompson moved to Approve an Increase in the Authorized Project Contingency and a Project Budget Augmentation for the National Sewer Pump Station Rehabilitation Project. Director Daniels seconded the motion, which carried unanimously by roll call vote (5-0).

Review, Discuss, and Possibly Adopt Criteria for the Appointment of a District Representative to the Tahoe-Truckee Sanitation Agency Board of Directors

GM Johnson introduced the item. Director Hughes requested input from the other Board members. The Board members thanked Director Hughes and President Coolidge for their hard work to put this together. The Board discussed candidate experience and diversity. The Board discussed if this should be a formal policy. They discussed these criteria as guidelines for the selection process in the future.

Public Comment:

Pippin Mader thanked the Board for clarifying this process. He suggested utilizing a point scale when reviewing candidates. He stated he is happy to help and can provide a sample point-scale document as an example.

President Coolidge requested to take this back to the TTSA Ad Hoc Committee for discussion, research a point system and add further refinement. She noted this could be brought back to the entire Board for discussion.

MOTION: Director Daniels moved to Adopt Criteria for the Appointment of a District Representative to the Tahoe-Truckee Sanitation Agency Board of Directors. President Coolidge seconded the motion, which carried unanimously by roll call vote (5-0).

BOARD ORGANIZATIONAL MATTERS FOR CALENDAR YEAR 2022

Selection of Officers for 2022: President

GM Johnson introduced the item. The Board members complimented President Coolidge and expressed a desire to serve an additional term as Board President.

MOTION: Director Mourelatos nominated Director Coolidge to serve as President. Director Hughes seconded the motion, which carried unanimously by roll call vote (5-0).

Selection of Officers for 2022: Vice President

MOTION: Director Thompson nominated Director Daniels to serve as Vice President. Director Mourelatos seconded the motion, which carried unanimously by roll call vote (5-0).

Selection of Officers for 2022: Secretary

MOTION: Director Daniels nominated Director Hughes to serve as Secretary. Director Mourelatos seconded the motion, which carried unanimously by roll call vote (5-0).

Committee Appointments for 2022

After some Board discussion, the following committee assignments were decided:
Development & Planning Committee – Director Thompson and President Coolidge
Finance Committee – Director Hughes and Director Mourelatos
Personnel Committee – Director Daniels and President Coolidge
Recreation and Parks Committee – Director Daniels and Director Mourelatos

Other Committees:

TTSA Ad Hoc Committee – Director Hughes and President Coolidge
Mountain Housing Council – Director Daniels and President Coolidge
Public Outreach Ad Hoc Committee – Director Mourelatos and Director Hughes

Set Regular Meeting Date/Time/Locations for 2022 –

GM Johnson introduced the item. Director Daniels stated she would like to keep the current meeting schedule.

MOTION: Director Daniels moved to keep the current meeting schedule of the 2nd Tuesday of each month, 2 p.m., at the North Tahoe Event Center. Director Mourelatos seconded the motion, which carried unanimously (5-0).

BOARD COMMENTS – Director Daniels thanked Staff on behalf of the entire Board for another great year and adaptability with COVID.

LONG RANGE CALENDAR – GM Johnson announced that the Clifton Strengths workshop would be on 2/14 at the NTEC.

PUBLIC COMMENT AND QUESTIONS: There were no requests for public comment.

The Board took a brief recess before going into closed session at 6:16 p.m.

CLOSED SESSION

A. CLOSED SESSION

1. **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – *Pursuant to Section 54957. Title: Chief Financial Officer*
2. **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION** – *(Paragraph (1) of subdivision (d) of Section 54956.9) Case name unspecified: Settlement negotiations*

ADJOURNMENT – There was no reportable action taken during the closed session. There being no further business to come before the Board, the meeting adjourned at 7:30 p.m.