



MINUTES

NORTH TAHOE PUBLIC UTILITY DISTRICT Board of Directors Regular Meeting held at the North Tahoe Event Center

Tuesday, December 13, 2022, at 2:00 p.m.

CALL TO ORDER/ESTABLISH QUORUM

The regular meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday, December 13, 2022, at 2:02 p.m. The Directors in attendance were Directors Hughes, Daniels, Thompson, Director Mourelatos, and President Coolidge. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Utility Operations Manager Fischer, Engineering and Operations Manager Pomroy, Human Resources Manager Lazzareschi, Public Information Officer Broglio, and Administrative Liaison Moga. District Legal Counsel Nelson was also present. The pledge of allegiance was recited. There were no changes to the agenda.

PUBLIC COMMENT AND QUESTIONS (2:00 p.m.): There were no requests for public comment.

MANAGEMENT TEAM INFORMATIONAL UPDATES: *Reports are informational only, and no action will be taken.*

Tahoe-Truckee Sanitation Agency (T-TSA) Report – Scott Wilson provided highlights from his report. GM Johnson addressed Director Mourelatos' inquiry regarding T-TSA's 5-year rate study. Director Hughes requested the calibration records. In response to Director Daniels' inquiry, Mr. Wilson spoke about the internal General Manager selection process. Legal Counsel Nelson noted Andrew Ramos replaced the retired attorney previously representing T-TSA.

General Manager/CEO Report – GM Johnson highlighted items from his report. He announced Kim Harris had accepted our offer for the Human Resource Manager. In response to Director Thompson's inquiry, GM Johnson spoke about the marketing and communication regarding the Surplus Sale.

Public Information Officer Report – PIO Broglio provided highlights from his report. The Board and Staff discussed the prescribed burn in the Regional Park and the public relations and communications to the public.

Accounting Department Report for the month ending October 31, 2022 – CFO Van Cleave provided highlights from her report.

Recreation, Parks, and Facilities Department Report – RPF Manager Oberacker provided highlights from her report. Director Daniels recommended hosting a ski/snowshoe full moon event with a bonfire. Additionally, she inquired if we are coordinating with TART for senior transportation.

The Board and Staff discussed the sledhill concession and snowmaking status. GM Johnson noted we are still vetting vendors. GM Johnson noted having looked at TCPUD's snowmaking model, which is heavily subsidized.

Planning and Engineering Department Report – EOM Pomroy provided highlights from his report. In response to Director Mourelatos' inquiry, GM Johnson spoke about the timeline of permits, bidding, and window for the dredging project in March/April.

Utility Operations Department Report – UOM Fischer provided highlights from his report. The Board and Staff discussed leaks and deployed leak sensors.

Legal Report – Legal Counsel Nelson provided highlights of his reports.

Board Committee Reports – There were no reports by the committee members.

CONSENT CALENDAR: *Consent Calendar items are routine items that are approved without discussion or comment. If an item requires discussion, it may be removed from the Consent Calendar prior to action.*

- Approve Accounts Paid and Payable for the period from November 8, 2022 – December 12, 2022
- Approve the Regular Meeting Minutes of November 8, 2022, and Special Meeting Minutes of November 21, 2022
- Extend Resolution 2021-13 to Re-Authorize Virtual Public Meetings in Accordance with AB 361
- Accept the Annual Independent Audit Report of the Money Purchase Pension Plan for the Calendar Year 2021 Conducted by MUN CPAs
- Authorize General Manager to Execute a Six-Month Contract Extension with Headwall Corporation for the Tahoe Treetop Adventure Park

MOTION: Director Mourelatos moved to approve the Consent Calendar. Director Daniels seconded the motion, which carried unanimously.

GENERAL BUSINESS

Review, Discuss, and Possibly Accept the Annual Independent Audit Report of Financial Statements for the Fiscal Year 2021-2022 with a Presentation by Brad Bartells of MUN CPAs (Timed item 4:00 p.m.) – CFO Van Cleave introduced the item.

Brad Bartells of MUN CPAs provided a PowerPoint slideshow.

The Board congratulated CFO Van Cleave and her team for the successful audit report. Mr. Bartells stated this was the best report of the three years MUN CPAs have completed the audit. In response to Director Daniels' inquiry about future process recommendations, Mr. Bartells spoke about making cybersecurity a priority. Director Daniels inquired about long-term financing. Mr. Bartells noted he could assist the financial institutions with understanding the District's financial statements and provide insight.

MOTION: Director Hughes moved to Accept the Annual Independent Audit Report of Financial Statements for Fiscal Year 2021-2022. Director Mourelatos seconded the motion, which carried unanimously.

Authorize the General Manager to Execute a Supplement to the Memorandum of Understanding between the NTPUD and North Tahoe Fire Protection District for Forest Fuels Management and Reduction on District Lands – GM Johnson introduced the item.

In response to Director Daniels' inquiry, GM Johnson spoke about cost escalation and the pace of work completed. He added we didn't receive as much seasonal labor as anticipated during the burn work.

MOTION: Director Daniels Authorized the General Manager to Execute a Supplement to the Memorandum of Understanding between the NTPUD and North Tahoe Fire Protection District for Forest Fuels Management and Reduction on District Lands in the amount of \$20,000. Director Hughes seconded the motion, which carried unanimously in favor.

BOARD ORGANIZATIONAL MATTERS FOR THE CALENDAR YEAR 2023

- 1. Selection of Officers for 2023**
 - a. President
 - b. Vice President
 - c. Secretary

Motion: Director Hughes nominated Sarah Coolidge to serve as President. Director Mourelatos seconded the nomination. Director Hughes amended her motion to nominate all the current officers to serve again in 2023. Director Mourelatos seconded the amended motion, which was carried unanimously.

- 2. Committee Appointments for 2023 –** The Board members discussed serving on their desired committees and decided on the following committees:
 - a. Development and Planning Committee – Sue Daniels, Phil Thompson
 - b. Finance Committee – Alex Mourelatos, Sarah Coolidge. The meeting time was determined to be 3 p.m. on Mondays before the board meeting.
 - c. Personnel Committee – Sarah Coolidge, Phil Thompson
 - d. Recreation and Parks Committee – Danielle Hughes, Sue Daniels
 - e. Other Committees

MOTION: Director Hughes moved to adopt the committee appointments. Director Daniels seconded the motion, which carried unanimously in favor.

Set Regular Meeting and Committees Date/Time/Locations for 2023 - The Board held a brief discussion. Director Daniels inquired about using the base facility to host meetings. GM Johnson spoke about the multi-purpose room's uses, schedule, and availability.

MOTION: Director Daniels moved to retain the current regular Board meeting schedule as the 2nd Tuesday of the month, at 2 p.m., held at the North Tahoe Event Center. Director Hughes seconded the motion, which carried unanimously in favor.

STRATEGIC PLANNING WORKSHOP – Implementation Plan

GM Johnson introduced the item. The Board reviewed board member feedback and discussed the implementation plan. GM Johnson noted the implementation plan will be updated with the suggested feedback and brought back at the next meeting for review, further revision, or adoption.

BOARD COMMENTS – There were no board member comments.

LONG RANGE CALENDAR – GM Johnson provided highlights from the Long Range Calendar. He noted the joint Active Recreation workshop with TCPUD will be held on 2/16.

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

The Board went into a closed session at 5:44 p.m.

CLOSED SESSION

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – *Pursuant to Section 54957. Title: Chief Financial Officer*

There was no reportable action taken during the closed session.

ADJOURNMENT – There being no further business to come before the Board, the meeting adjourned at 6:27 p.m.