



## MINUTES

**NORTH TAHOE PUBLIC UTILITY DISTRICT**  
Regular Meetings are held at the North Tahoe Event Center

**Tuesday, January 9, 2024, 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, January 9, 2024, at 2:00 p.m. at the North Tahoe Event Center. The Directors in attendance were Thompson, Hughes, Mourelatos, Daniels, and President Coolidge. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Engineering and Operations Manager Pomroy, Public Information Officer Broglio, Utility Operations Manager Fischer, and Administrative Liaison/Board Secretary Moga. District Legal Counsel Nelson was also present. The Pledge of Allegiance was recited. President Coolidge announced there were no changes to the agenda.

**PUBLIC COMMENT AND QUESTIONS (2:00 p.m.):** No requests for public comment were made.

The meeting went into a closed session at 2:03 p.m.

### **CLOSED SESSION**

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – Pursuant to Section 54957. Title: Chief Financial Officer
- **CONFERENCE WITH LABOR NEGOTIATORS** – Pursuant to Section 54957.6. Agency Designated Representative: Sarah Coolidge, President. Unrepresented Employee: Chief Financial Officer

The Board re-entered the open session at 2:43 p.m. President Coolidge noted reportable action would be taken later in the meeting.

**REPORTS TO THE BOARD OF DIRECTORS:** Reports are informational only, and no action will be taken.

- Tahoe-Truckee Sanitation Agency (T-TSA) Report – TTSA Representative Scott Wilson was absent. President Coolidge complimented the activities hosted by TTSA.
- Recreation & Parks Commission – Alternate Commissioner Nancy Williams provided highlights from her report. Director Hughes stated she appreciated the Commissioners' discussion around the parking fees pilot program at the NTRP. Director Daniels concurred with Hughes. In response to Director Mourelatos' inquiry, Commissioner Williams expressed a desire to sit down and understand District financials better. GM Johnson noted we could have a financial tutorial workshop. The Board members agreed and inquired if a joint learning workshop for the Commission and Board members could be possible.

- Board meeting reports – Director Daniels shared that the Development & Planning Committee supported and recommended the consent items. President Coolidge noted the Finance Committee supported the CA CLASS and Wells Fargo items.

**CONSENT CALENDAR:** *Consent Calendar items are routine items which 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 December 12, 2023 – January 8, 2024
- Approve Regular Meeting Minutes of December 12, 2023
- Authorize the General Manager to File a Notice of Completion for the Regional Park Tennis/Pickleball Court Reconstruction Project
- Adopt Resolution 2024-04 Supporting the Submission of An Application Under the Bureau of Reclamation WaterSMART Grants

**MOTION:** Director Mourelatos moved to approve the Consent Calendar with the recusal of item 3 for real property interests. Director Hughes seconded the motion, which carried unanimously in favor.

#### **GENERAL BUSINESS**

**Review, Discuss, and Possibly Adopt Resolution 2024-01 Investment Policy for 2024 and Resolution 2024-02 Establish a Prime Investment Account with California CLASS –** CFO Van Cleave introduced the item. She addressed questions about the liquidity of CLASS, short-term investment timeframes, and investment amounts. CFO Van Cleave spoke about diversification and cash management.

**MOTION:** Director Hughes moved to Adopt Resolution 2024-01, A Resolution of the Board of Directors of the North Tahoe Public Utility District establishing an Investment Policy for 2024; and adopt Resolution 2024-02, A Resolution of the Board of Directors of the North Tahoe Public Utility District establishing a prime investment account with California Cooperative Liquid Assets Securities System (CLASS). Director Thompson seconded the motion, which carried unanimously in favor.

**Review, Discuss, and Possibly Adopt Resolution 2024-03 to Establish a Banking Relationship with Wells Fargo and Approve Chief Financial Officer Execution –** CFO Van Cleave introduced the item. In response to Director Daniels, CFO explained the weighted scoring process of banks with local branches.

**MOTION:** Director Daniels moved to Adopt Resolution 2024-03 to Establish a Banking Relationship with Wells Fargo and Approve Chief Financial Officer Execution. Director Hughes seconded the motion, which carried unanimously in favor.

**Review and Discuss Draft Five-Year Utility Rate Adjustment Customer Notification Review and Discuss the District’s Commemorative Seating Program and Naming of District Parks and Facility Policy Updates –** GM Johnson introduced the item.

The board members made some suggestions to enhance the notice before it is mailed to the customers. PIO Broglio spoke about other outreach strategies, including the Utility Rates Open House.

**Review and Discuss the District’s Commemorative Seating Program and Naming of District Parks and Facility Policy Updates** – RPF Oberacker introduced the item. The Board and Staff discussed the proposed policy updates and provided directions on the length of commemorative benches, the approval process including the Commission and Board, and including a recognition wall as a more affordable option. Director Mourelatos noted that he would like to see the business community included in the Disc Golf signs, and it could be a partnership with NTBA. Director Daniels added that special events could also have sponsors. President Coolidge requested to notify the people on the disc golf signs that they were coming down.

The Board took a brief recess at 4:39 p.m.

**Review and Discuss Status of the District’s 2023-2028 Strategic and Implementation Plans** – GM Johnson introduced the item. In response to Director Hughes’ inquiry, GM Johnson spoke about the District’s status in pursuing workforce housing. He added he has been in conversations with Placer County and TRPA. Director Mourelatos requested long-term planning toward establishing marina status for TVRA. He requested a utilization plan for TVRA.

**Public Employee Compensation – Title: Chief Financial Officer – Consider Actions Regarding Chief Financial Officer Performance Review** – President Coolidge opened the item. She noted we met in a closed session regarding this evaluation process.

**MOTION: President Coolidge moved to approve the District’s Employment Agreement with the Chief Financial Officer with a pay increase of 4.5%. Director Daniels seconded the motion, which carried unanimously in favor.**

The Board members complimented CFO Van Cleave’s performance. They commended her for working with the managers and supervisors as a team. CFO Van Cleave acknowledged her team for their hard work. Director Thompson thanked CFO Van Cleave for teaching the board about better understanding our finances. President Coolidge said our clean audit shows huge progress. She added we have realistic conversations about our projects with the possibility of the CFO’s knowledge of finances.

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

- **General Manager/CEO Report** – GM Johnson provided updates not included in the report, including the Placer County Parking Management Study Meeting will be in-person and online on Wednesday and Thursday. He stated the Senate and House have reached a top-line spending agreement, which signals progress, and if they reach an agreement, it’s a good sign for our spending request for funding. He added the DC trip had been identified as March 11 for

Tahoe partners – Tahoe Restoration Act re-authorization. He proposed canceling the March 12 meeting. Consent items would be included at the March 7<sup>th</sup> meeting. We are requesting a special meeting at the end of March for the preliminary budget, North Tahoe Event Center presentation year-end review, and general liability insurance renewal.

- **Public Information Officer Report** – PIO Broglio provided highlights from his report. In response to Director Daniel’s inquiry, CFO Van Cleave provided an update on the customer service survey response rate.
- **Accounting Department Report for the month ending November 30, 2023** – CFO Van Cleave provided highlights from her report.
- **Recreation, Park, and Facilities Department Report** – RPF Oberacker provided highlights from her report. She provided an update on hosting a farmer’s market as requested by the Board. The local farmers market doesn’t have the desire to expand at this time. Director Mourelatos suggested working with NTBA and the Rec Commission to host a Christmas market as part of the tree-lighting event. She provided an update for the initial peak parking pilot program and feedback from the public. She shared the Spring Activity Guide with new activities as well as recurring activities. The Directors complimented the Activity Guide. RPF Oberacker highlighted that the Resident Parking sticker program is being mailed this year. Director Daniels stated as a realtor, she includes community benefits information for her clients and stated she is glad we are mailing the stickers.
- **Planning and Engineering Department Report** – EOM Pomroy provided highlights from his report. In response to President Coolidge’s inquiry, GM Johnson provided an update on the Disadvantage Community (DAC) status with the State. He noted we are not considered a DAC, but we are working with State staff to apply for other opportunities, such as low-interest loans. The Board and staff discussed the DAC qualifications for MHI. In response to Director Mourelatos’ inquiry, EOM Pomroy spoke about the current bid environment for capital projects.
- **Utility Operations Department Report** – UOM Fischer highlighted the recent service line test from the park well to the upper Regency water zone. GM Johnson spoke about system redundancy.
- **Legal Report** – Legal Counsel Nelson highlighted the new CARB regulations that apply to construction companies. In response to the board member's comments, EOM Pomroy noted we would review and ensure our contractors comply with the regulation.

#### **BOARD COMMENTS – No comments**

**LONG RANGE CALENDAR** – GM Johnson highlighted upcoming events: The Joint Special Meeting with TCPUD on January 31, the Utility Rate Open House on February 13, the Public Hearing on March 7, the Snowfest Pancake Breakfast on March 9, and the Special Board meeting on March 26.

#### **NORTH TAHOE BUILDING CORPORATION MEETING**

**CALL TO ORDER/ESTABLISH QUORUM** – A quorum was established with all board members present.

**PUBLIC COMMENTS AND QUESTIONS** – There were no requests for public comment.

There was no board discussion. Director Thompson moved to adopt the action items listed below. Director Mourelatos seconded the motion, which carried unanimously.

**APPROVE MINUTES OF THE JANUARY 10, 2023, MEETING OF THE NORTH TAHOE BUILDING CORPORATION** –

**MOTION:** Director Thompson moved to approve the minutes of the January 10, 2023, North Tahoe Building Corporation meeting. Director Mourelatos seconded the motion, which carried unanimously in favor.

**ELECTION OF OFFICERS FOR 2024** –

**MOTION:** Director Thompson moved to maintain the current officers for 2024. Director Mourelatos seconded the motion, which carried unanimously in favor.

**ADOPT RESOLUTION 2024-01 ESTABLISHING AN INVESTMENT POLICY FOR 2024** -

**MOTION:** Director Thompson moved to adopt resolution 2024-01 Establishing an Investment Policy for the North Tahoe Building Corporation. Director Mourelatos seconded the motion, which carried unanimously in favor.

**BOARD OF DIRECTOR'S COMMENTS** – There were no comments.

**ADJOURNMENT AND RECONVENE AS NTPUD BOARD OF DIRECTORS** – The North Tahoe Building Corporation meeting adjourned at 6:31 p.m. and reconvened as the North Tahoe Public Utility District.

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

**ADJOURNMENT** – With no further business to come before the Board, the meeting was adjourned at 6:38 p.m.