

TAHOE REGIONAL PLANNING AGENCY  
OPERATIONS AND GOVERNANCE COMMITTEE

Zoom Webinar

March 23, 2022

**Meeting Minutes**

I. CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Ms. Aldean called the meeting to order at 9:31 a.m.

Members present: Mr. Hoenigman, Ms. Bowman for Mrs. Cegavske, Ms. Aldean, Ms. Gustafson, Ms. Hill

Members absent: Mr. Hicks

II. APPROVAL OF AGENDA & MINUTES

III. Recommend Approval of February Financials

Mr. Chris Keillor, TRPA Finance Director, provided the presentation. He showed a chart and explained that it shows we are two thirds of the way through the year, and our planning revenues are still 74% of the budget, meaning we will achieve the budgeted planning fees and probably exceed them. On the expenditures side, we're still struggling to fill one position, a highly specialized data analysis position in the R&A Department. We are spending more money on outsource project reviews and have added a second contractor to help us process applications. We were able to successfully replace our intake position, the former front counter job, which is a person who screens applications.

Mr. Keillor then brought up a chart showing the budget versus year to date. He said we've received all the state funds and are doing well on grants. Expenditures are on track. Cash flow remains strong and is mostly being driven by the high planning fee levels. Mr. Keillor then went on to explain a fall-out of the Gasby 84 change that was discussed during the audit. He said you'll see a huge change in liabilities (mitigation funds) on the prior, to fund balances on the current. Mr. Keillor explained that what you will see going forward is a massive fund balance for TRPA, but most of those funds are not in fact available for the agency to utilize. They are monies that are held for land banks, for mitigation. Mr. Keillor then showed an informational chart. In the compact, there is \$150,000 from local jurisdictions. That money is divided up into two buckets: half is allocated to local jurisdictions by state and then by county, and the other half is distributed by assessed valuations of all the non-government-owned lands in the basin. El Dorado County has the highest assessed value in the basin, followed by Placer County and then Washoe County, and finally Douglas County. We are now at 26.8 billion dollars' worth of assessed valuation. Mr. Keillor concluded his presentation and asked for questions.

Committee Comments & Questions

Ms. Aldean asked for clarification on cost-reimbursed planning fees and litigation expenses. Is that because permit recipients are required to indemnify us if the permit that was issued is challenged? Cost-reimbursement doesn't strictly refer to only planning fees,

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correct?

Mr. Keillor said yes, that is correct, but right now it is mostly planning fees. Most of the litigation activity has been around the Eisenstecken litigation. Mr. Keillor explained that we also have a massive monitoring program for Heavenly, for a permit that was issued over ten years ago. That is a significant contract that would be included in the litigation expense bucket for the reimbursable category.

### Public Comments & Questions

None.

Ms. Gustafson made a motion to recommend approval of the November Financials.

Ayes: Ms. Bowman for Mrs. Cegavske, Ms. Aldean, Ms. Gustafson, Ms. Hill, Mr. Hoenigman  
**Motion carried.**

#### IV. Release of El Dorado County Air Quality Mitigation Funds (\$165,000) for the East San Bernadino – West San Bernadino, Class 1 Bike Path (action)

Tracy Campbell, TRPA Executive Assistant sitting in for EIP Division Manager Kim Caringer, gave the presentation. Ms. Campbell explained that this is a mitigation request for El Dorado County for \$165,000 in air quality mitigation funds towards the East-to-West San Bernadino Bike Path. The project is scheduled for construction this summer of 2022 and will link the North Upper Truckee neighborhood with the Meyers community. The project includes the installation of a shared use path bridge over the Upper Truckee River just west of the Tahoe Paradise park. The total project cost is close to three million dollars and is an example of how those mitigation funds pull their weight by serving as the critical match piece for federal funds. Ms. Campbell concluded the presentation and said that Senior Engineer Donald Palaroan from El Dorado County is here to answer any questions.

### Committee Comments & Questions

None.

### Public Comments & Questions

Steve Teshara on behalf of Tahoe Chamber addressed the committee and said this project has been a long time in the making, is consistent with the Meyers Area Plan and the mobility chapter for the plan, and is exciting because the bridge involved in this plan links two sides of trail networks together. Mr. Teshara saluted El Dorado County for their leadership on the project and asked the committee to take the affirmative action before them this morning.

Ms. Hill made a motion to recommend approval.

Ayes: Ms. Bowman for Mrs. Cegavske, Mr. Hoenigman, Ms. Gustafson, Ms. Hill, Ms. Aldean  
**Motion carried.**

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- V. Authorize TRPA to enter into a contract for environmental monitoring of the Tahoe Keys Lagoons Aquatic Weed Control Methods Test Project (action)

Mr. Chris Keillor, TRPA Finance Director, provided the presentation and opened by saying that this is a monitoring project for the Tahoe Keys test program. Very large projects that aren't in the budget need to come to the Board, and this project was not envisioned at the time we did the budget. Funding comes from the Lake Tahoe Restoration Act money, so it's not a hit to our general fund. Time is critical because we have to have this monitoring program in place before we start the test program itself. Mr. Keillor said he wanted to give a shout-out for the team because this is a major effort. The amount of detail in the 180-page RFP is truly impressive. Each of the different treatment methods requires its own test plan and is highly specific. We are asking the Board to delegate to the TRPA Executive Director the authority to make a final selection on the contractor or contractors for the project and to enter into any resulting contracts. Mr. Keillor then concluded his presentation and asked for questions.

### Committee Comments & Questions

Ms. Aldean asked how many bids TRPA has received so far since the RFP was posted.

Dennis Zabaglo, TRPA Aquatic Resources Program Manager, explained that TRPA is currently receiving questions from potential bidders, both local and from other locations throughout the country, but that the RFP is still open at this time.

Mr. Hoenigman asked if the purpose of the delegation was due to the infrequency of the Board meetings and to speed up the selection process.

Mr. Keillor said yes, that is correct. We need to close on the monitoring program before the next scheduled Board meeting. We will bring you information on the selection at the April Board meeting.

### Public Comments & Questions

None.

Ms. Hoenigman made a motion to recommend approval.

Ayes: Ms. Gustafson, Ms. Hill, Ms. Bowman for Mrs. Cegavske, Mr. Hoenigman, Ms. Aldean  
**Motion carried.**

- VI. Informational briefing on TRPA building construction

Mr. Keillor, TRPA Finance Director, provided the presentation and opened with the budget for the roof portion of the work. Mr. Keillor said we have a firm offer from a contractor, which we are in the process of finalizing. Work is expected to happen in the June-July timeframe and will cost about \$215,000. This will come out of the \$500,000 bond money for building improvements. The goal is to have a roof that will last us from 20 to 30 years. We have an HVAC system on our roof and want to make sure it can handle that. Since we don't know what we'll find when we remove the existing

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roof cover, there is a provision here for repair work. So \$215,000 is the minimum cost of the roof.

Mr. Keillor then introduced a chart showing the overall budget, including the rock wall and the lobby configuration. Eventually we would like all the lights in the building to be LED. The EV charging station will not cost us anything because of the rebate from NV Energy, and that work will be done in the next couple of weeks. Mr. Keillor then showed a sketch and photos of the new entry area for Current Planning. The long counter area was removed, and we added a second conference area so planners can meet with applicants. There will be computers in that area for applicants to use. There is some flexibility, and two staff offices in that area can be converted into additional conference rooms if that need arises. We'll wait and assess the situation. Mr. Keillor then concluded his presentation and asked for questions.

### Committee Comments & Questions

Ms. Aldean asked if there is money in the budget to replace a few of the chairs in the Governing Board meeting room as the chairs may be old and in need of repair.

Ms. Keillor said yes, there is money in the budget to replace some of the chairs in the meeting room.

### Public Comments & Questions

None.

## VII. Upcoming Topics

Mr. Keillor began by announcing that in-person meetings are scheduled to begin in May. He went on to say that another project that has been in the works for a long time is the scanning and digitizing of all our files. Mr. Keillor remarked that TRPA's multiple file rooms are filled and overflowing with paper. We have a \$500,000 BCP in to California, and we've applied for \$250,000 worth of recovery funds from Nevada to get us started on the project. It is just a start, but it will get us through a year or two, and we're putting together a project plan. We will know in a few months whether we will get that money. It will be included in the May revise in California's budget and will go to the Interim Finance Committee in May for Nevada.

## VIII. Committee Member Comments

None.

## IX. Public Interest Comments

None.

## X. ADJOURNMENT

Ms. Gustafson made a motion to adjourn.

Chair Ms. Aldean adjourned the meeting at 10:01 a.m.

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Respectfully Submitted,

Georgina Balkwell  
Senior Management Assistant  
Current Planning Division

*The above meeting was recorded in its entirety. Anyone wishing to listen to the recording of the above mentioned meeting may find it at <https://www.trpa.gov/meeting-materials/>. In addition, written documents submitted at the meeting are available for review. If you require assistance locating this information, please contact the TRPA at (775) 588-4547 or [virtualmeetinghelp@trpa.gov](mailto:virtualmeetinghelp@trpa.gov).*