

TAHOE REGIONAL PLANNING AGENCY  
OPERATIONS AND GOVERNANCE COMMITTEE

TRPA/Zoom Webinar

September 27, 2023

**Meeting Minutes**

CALL TO ORDER AND DETERMINATION OF QUORUM

Chair Ms. Aldean called the meeting to order at 9:50 a.m.

Members present: Ms. Aldean, Ms. Bowman (for Mr. Aguilar), Ms. Diss, Mr. Hoenigman, Ms. Laine

I. APPROVAL OF AGENDA

**Agenda approved.**

II. APPROVAL OF MINUTES

July 26, 2023 Operations and Governance Committee Minutes

**Minutes approved.**

III. [Recommend Approval of August Financials](#)

TRPA Financial Controller, Kathy Salisbury presented the item. Referring to slide 2, Ms. Salisbury pointed out that expenses were running behind the 17% benchmark for this time of year. That's because many of the contracted and payroll expenses are accrued to the previous fiscal year. Conversely, revenues are running high, and that's because state annual contributions are booked at the beginning of the year. She pointed out the planning fees are tracking with recent years, but are slightly below the five-year average.

Ms. Salisbury, referring to slide 3, said that the bulk of the \$8 million revenue shown is from state contributions. The Nevada contribution was received in August, and California's will show on the September cashflow statement. Grant revenues typically lag because they are billed in arrears, so that's normal. The trend for expenses is to run low, based on accruals to the previous year, and that will level off as the fiscal year progresses.

Looking at slide 4, Ms. Salisbury informed that 'fees for services' includes planning, aquatic invasive species inspections, and shoreline fees – 21% is ahead of the 17% chronological benchmark, but those fees will slow as we enter the off-season. Looking at the expense portion, the only expense above the 17% benchmark is in the 'other' category. This includes software licenses paid at the beginning of the fiscal year, and two new vehicles – a new Toyota Rav 4 and a used Honda CRV (both hybrid). The fleet was in desperate need of updating to keep inspectors and other field personnel up and running.

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Slide 5 summarizes the year-to-date cashflow. The large uptick includes \$3.1 million for the Nevada contribution, \$1.9 million for fourth quarter grant payments, and @ \$800,000 from local support and fees. The outflows include \$1.8 million in disbursements, which is normal for the time of year.

### Public Comment

None.

### Motion

Ms. Laine made a motion to recommend the Governing Board accept the August 2023 Financial Statements.

Ayes: Ms. Aldean, Ms. Bowman (for Mr. Aguilar), Mr. Hoenigman, Ms. Laine, Ms. Diss

**Motion carried.**

#### IV. [Release of FY 2024 Nevada Funding to the Tahoe Transportation District](#)

TRPA Finance Director, Mr. Chris Keillor, presented the item. Mr. Keillor reminded the committee that TRPA had requested additional funding (\$330,000) for Tahoe Transportation District (TTD) in this year's biennial session of the Nevada Legislature. He added that the Compact set up a funding formula for TRPA, but left out TTD which makes it hard for them to just maintain operational activities. The request was warmly received and approved by the Nevada legislature. The funds have been received by TRPA and it is now time to disburse to TTD. The money will provide something of a General Fund to cover operations for the agency.

### Committee Member Comments/Questions

Ms. Laine said there is mention of the Marlette water system, and asked about the relationship. TRPA Executive Director, Julie Regan, responded that the Nevada Interim Committee is an Oversight Committee of the Tahoe Regional Planning Agency and the Marlette Lake Water System. They meet 6 times a year, in the off years of the Legislature. TRPA and Tahoe occupies five of those six meetings, but there is one meeting a year where the Marlette system (a main water supply into Carson City), addresses the Legislature. She clarified that while that is the name of the Committee, the majority of topics covered are Tahoe and TRPA issues, and TTD traditionally plays a role in that.

Ms. Regan added that this development is ground-breaking for the TRPA/TTD partnership, and would not have been made possible without TRPA board members, including Ms. Alexis Hill, Ms. Jessica Diss and the rest of the Nevada delegation. She said it was a bit of a leap of faith, it is unusual to have an appropriation pass through an agency in this manner. They were not able to do the same in California due to budget cycles, but hope to have that bi-state need for transportation recognized in the future. Ms. Regan added that TRPA is also accountable for those funds, so in the next session, they will partner with TTD to show the value and the accomplishments. She said it is not enough operational support, but is a strong starting point, and a show of commitment as partner agencies tackling the transportation challenges.

Ms. Aldean said, since TRPA is acting as conduit for these funds, she assumes that there is a mutually acceptable accounting arrangement for expenditures. She said the use of funds seem to be rather generalized, but they want to make sure that the money is spent in accordance with what was approved. TRPA Finance Director, Chris Keillor reiterated that these funds would provide TTD with something akin to a General Fund. It is really intended to cover the cost of core operations – the

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District Manager salary, finance staff, legal staff, etc. Currently, these costs can only be covered via grants and the transit system. The transit system already has severe fiscal problems.

Mr. Carl Hasty, TTD District Manager, said that TTD have basically been operating as a public enterprise, which means there is a gap in a lot of the tasks they are asks to do or participate in, that they cannot get reimbursed for. So this is a very positive move, and he is very appreciative of TRPA's willingness to do this.

Ms. Alexis Hill said that as one of several members on both boards (TRPA & TTD), she was excited to see this item coming before the committee. Transit is a lynchpin of so much of what they want to see accomplished at the Lake, and a lot of that cannot be done without adequate transportation. Funding is a major issue and she thanked the committee and staff for hearing this item.

Public Comment

None.

Motion

Mr. Hoenigman made a motion to recommend the Governing Board approve the release of \$330,000 to the Tahoe Transportation District from funds received by TRPA from the State of Nevada.

Ayes: Ms. Aldean, Ms. Bowman (for Mr. Aguilar), Mr. Hoenigman, Ms. Laine, Ms. Diss

**Motion carried.**

V. Upcoming Topics

Mr. Chris Keillor informed that items for the October meeting will include the Annual Planning Fees Inflation Adjustment, Rental Car Mitigation Fee Adjustment. Mr. Keillor added that they would also be bringing a Procurement Policy Update in October, where the focus will be on procurement levels and formal RFP exceptions.

In November, TRPA's investment advisor, Bruce Remington, will present his annual update, and in December the Audit will be on the agenda.

VI. Committee Member Comment

None.

VII. Public Comment

None.

VIII. ADJOURNMENT

Ms. Laine made a motion to adjourn.

Ayes: [All]

Chair Ms. Aldean adjourned the meeting at 10:20 a.m.

Respectfully Submitted,

*Tracy Campbell*

Tracy Campbell  
Executive Assistant

*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).*