



# TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency  
13720 Butterfield Drive  
TRUCKEE, CALIFORNIA 96161  
(530) 587-2525 • FAX (530) 587-5840

## Directors

*Blake Tresan: President*  
*Scott Wilson: Vice President*  
*Dale Cox*  
*Dan Wilkins*  
*David Smelser*

## General Manager

*Richard Pallante*

## BOARD OF DIRECTORS REGULAR FINANCE COMMITTEE MEETING MINUTES

February 13, 2024

### I. Roll Call:

The regular meeting of the Tahoe-Truckee Sanitation Agency Finance Committee was called to order at 8:07 AM. The meeting was conducted in person. Roll call followed.

Directors Present: Blake Tresan, TSD  
Scott Wilson, NTPUD

Staff Present: Richard Pallante, General Manager  
Michelle Mackey, Accounting Supervisor  
Roshelle Chavez, Executive Assistant/Board Clerk  
Celeste Graves, Administrative Department

Public Present: Lizz Cook, Boucher Law  
Steven Gortler, (via teleconference)

### II. Public Comment

There was no public comment. No action was taken by the Finance Committee.

### III. Approval of the Minutes

**MOTION** by Director Wilson **SECOND** by Director Tresan to approve the January 10, 2024, minutes of the Finance Committee meeting; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion Approved.

### IV. Approval of General Fund Warrants.

**MOTION** by Director Tresan **SECOND** by Director Wilson to approve the General Fund Warrants; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion Approved.

**V. Approval of Financial Statements.**

Staff reviewed the Financial Statements with the Finance Committee. The Committee requested additional changes made to the presentation of the Financials at the Finance Committee review level before the final Board Presentation review. This includes the previously requested boilerplate. The Committee wants additional graphs to include line drawings and not bar charts to show trend analysis on reserve accounts easily.

**MOTION** by Director Tresan **SECOND** by Director Wilson to approve the Financial Statements; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.  
NOES: None  
ABSENT: None  
ABSTAIN: None

Motion Approved.

**VI. Discussion and Review of Cash Flow Analysis.**

Lizz Cook is now working on the Cash Flow Analysis for the Agency. There will be charts with assumptions of some debt financing, including capital improvement projects and replacement & rehabilitation. She will also be reviewing the reserve policy for flexibility. No action was taken by the committee.

**VII. Discussion and Review of Capital Improvement Projects and Replacement & Rehabilitation.**

Staff discussed the Nutrient Removal activated sludge project that would be discussed at the next regular Board of Directors meeting and how it would tie into the current capital improvement projects. No action was taken by the committee.

**VIII. Discussion on meeting with S&P for Bond Rating Renewal**

Mr. Pallante and staff met with S&P and Mr. Steven Gortler to update the Agency's Bond Rating. The previous rating when purchasing the Revenue Refunding Bonds was AA. This information and the Cash Flow Analysis will greatly assist the Agency with Grant Funding and Debt Financing when the time comes.

**IX. Discussion and Review of Agency Connection Fee Study**

Mr. Pallante provided the committee with an update on the Agency Connection Fee Study as staff is awaiting the Cash Flow Analysis to update study data. Once completed staff will move forward with implementation.

**X. Meeting Review and Staff Direction.**

The next meeting is March 13th, 2024. Please send calendar invite reminders.

**XI. Adjournment**

There being no further business, the Finance Committee meeting was adjourned at 10:35 AM.

By:   
\_\_\_\_\_  
Roshelle Chavez  
Executive Assistant/Board Clerk

Date  
Approved:  \_\_\_\_\_