

TBID Zone 1 Committee – Draft Meeting Minutes – April 28, 2022

Committee Members:

Chair: Jim Phelan, Tahoe City Marina | **Vice Chair: DJ Ewan**, Granlibakken
Jill Schott, Tahoe Moon Properties | **Haley Packard**, Packard Realty
Alex Mourelatos, Mourelatos Lakeshore Resort | **Connor McCarthy**, Homewood
Melissa Siig, TCDA

1. Call to Order – Establish Quorum at 12:32 PM

Committee members in attendance

Jim Phelan, DJ Ewan, Jill Schott, Connor McCarthy, Haley Packard, and Melissa Siig

Committee members absent

Alex Mourelatos

Staff members in attendance

Tony Karwowski, DeWitt Van Sicen, Anna Atwood, and Amber Burke

2. Public Forum

There were no comments on items not on today's agenda.

3. Agenda Amendments and Approval (Action)

Motion to approve today's agenda as presented. SCHOTT/EWAN/UNANIMOUS

4. Approval of Zone 1 meeting minutes from April 8, 2022 (Action)

Motion to approve the minutes of the April 8, 2022 meeting. PACKARD/SIIG/UNANIMOUS

5. Informational Updates/Verbal Reports

A. Review of Management District Plan Zone 1 Specific Services and other service categories eligible for Zone 1 spend

Karwowski described the allocations this Committee will be asked to recommend. He reviewed the budget and nine "spending accounts," noting Zone 1 revenues are anticipated to be approximately 14.8% of the overall TBID budget.

The Zone 1 Committee can recommend allocations to other accounts as long as the expenditure is specific to Zone 1. Karwowski explained the other categories in the budget from which Zone 1 dollars can benefit.

A brief discussion followed as Karwowski clarified the purview of this Committee specifically and TBID funds in general. Karwowski's presentation will be shared with the Committee.

B. High level 22/23 Budget review

Van Sicen reviewed the NLT TBID FY 2022/23 preliminary budget. Q4 revenues were higher than anticipated and expenses were lower. As a result, instead of the forecasted \$6 million in annual collections, the budget has been revised to reflect \$7 million in revenues.

Van Sicen explained the expenditure category breakdowns. Specific to Zone 1, Van Sicen reviewed the anticipated expenditures, including payroll and overhead, and the dollars remaining in each category to be allocated.

Details of his presentation showing revenues and possible expenditures will be sent to the Committee.

C. Review NLTRA purchasing policy for understanding, alignment, and questions

Karowski presented the NLTRA Purchasing Policy, which gives the CEO authority to approve expenditures up to \$25,000 without additional NLTRA Board permissions, provided it is within the approved budget.

There was consensus that this Committee will adhere to the same policy.

D. NLTRA open positions update

Karowski noted positions available at NLTRA. Candidates are being actively solicited.

E. Call for TOT committee member's update

Karowski described duties of the TOT Committee. It is hoped Committee members will have a background in workforce housing, permitting, design, regulatory policies, or transit.

Unlike TBID funds, recommendations by this Committee come directly from TOT collections and will be reviewed by the NLTRA Board, but approved by the Placer County Board of Supervisors.

6. Action Items:

A. Committee seat terms for discussion and approval:

- **Have initial half 1 yr, half 2 yr seats, then 2-year terms, no term limits**

Motion to agree that each TBID Zone 1 seat is for a two-year term with no term limits.

EWAN/McCARTHY/UNANIMOUS

Motion to appoint Ewan, Packard, and Siig for one year terms initially. After one year, those seats will revert to two year terms. SCHOTT/SIIG/UNANIMOUS

B. Discuss virtual vs. live meetings going forward, select and approve best option

C. Discuss and select meeting cadence going forward

- **Monthly for the next three months, then decide best cadence**

Motion to approve the following meetings:

May 18, 2022 at 12:30 (in person)

June 15, 2022 at 12:30

SCHOTT/PACKARD/UNANIMOUS

D. Regular meeting time and day - third Thursday of the month

7. Adjournment

There being no further business to come before the Board, the meeting adjourned at 1:55 PM.

Respectfully submitted,

Judy Friedman

Recording Secretary

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