



TRUCKEE MEADOWS WATER AUTHORITY
Section §115 Other Post-Employment Benefit Plan & Trust
Trustee Meeting
AGENDA

Tuesday January 21, 2025 at 12:30 p.m.
Independence Conference Room:
1355 Capital Blvd. Reno NV 89520 and by Teleconference

MEMBERS OF THE PUBLIC MAY ATTEND TELPHONICALLY BY CALLING THE NUMBER LISTED BELOW.
(be sure to keep your phones on mute, and do not place the call on hold)

Phone: (775) 325-5404
Meeting ID: 241 822 130 541#

1. Roll call*
2. Public comment-limited to no more than three minutes per speaker*
3. Approval of the agenda (**For Possible Action**)
4. Approval of the October 15, 2024 minutes (**For Possible Action**)
5. Discussion and request to appoint TMWA section 115 Other Post-Employment Benefit Plan and Trust Trustee Chairperson and Vice Chairperson for two-year terms beginning January 1, 2025 through December 31, 2026 --Rosalinda Rodriguez (**For Possible Action**)
6. Discussion and action on signing §115 Other Post-Employment Benefit Plan and Trust Board of Trustees Annual Pledge of Personal Commitment/Disclosure Form—Rosalinda Rodriguez
7. Presentation of the Budget for Calendar year 2025 –Veronica Galindo (**For Possible Action**)
8. Review of Retirement Benefits Investment Fund (RBIF) performance – Matt Bowman*
9. Human Resources Update - Rosalinda Rodriguez*
10. Trustee comments and requests for future agenda items*
11. Public comment-limited to no more than three minutes per speaker*
12. Adjournment (**For Possible Action**)

NOTES:

1. The announcement of this meeting has been posted at the following locations: Truckee Meadows Water Authority (1355 Capital Blvd., Reno), Reno City Hall (1 E. First St., Reno), Sparks City Hall (431 Prater Way, Sparks), Sparks Justice Court (1675 E. Prater Way, Sparks), Washoe County Courthouse (75 Court St., Reno), Washoe County Central Library (301 South Center St., Reno), Washoe County Administration (1001 East Ninth St., Reno), and at <http://www.tmwa.com>.
2. In accordance with NRS 241.020, this agenda closes three working days prior to the meeting. We are pleased to make reasonable accommodations for persons who are disabled and wish to attend meetings. If you require special arrangements for the meeting, please call 834-8002 before the meeting date.
3. The Board may elect to combine agenda items, consider agenda items out of order, remove agenda items, or delay discussion on agenda items. Arrive at the meeting at the posted time to hear item(s) of interest.
4. Asterisks (*) denote non-action items.
5. Public comment is limited to three minutes and is allowed during the public comment periods. The public may sign-up to speak during the public comment period or on a specific agenda item by completing a "Request to Speak" card and submitting it to the clerk. In addition to the public comment periods, the Chairman has the discretion to allow public comment on any agenda item, including any item on which action is to be taken.



Section 115 Post-Retirement Medical Plan & Trust

*a single employer plan sponsored by
Truckee Meadows Water Authority*

DRAFT October 15, 2024 MINUTES

The meeting of the TMWA Section 115 Post-Retirement Medical Plan and Trust (Trust) Trustees was held on Tuesday, October 15, 2024 through in person and teleconference.

Matt Bowman, Chairman, called the meeting to order at 12:33 p.m.

1. ROLL CALL AND DETERMINATION OF PRESENCE OF A QUORUM.

A quorum was present.

Voting Members Present:

Matt Bowman
Charles Atkinson
Randall Vanhoozer
Sandra Tozi

Voting Members Absent:

Absent

Members Present

Rosalinda Rodriguez
Dan Nubel * representation for counsel in Gus Rossi's absence

Members Absent:

Jessica Atkinson
Gus Rossi
Marty Kumle

2. PUBLIC COMMENT

There was no public comment.

3. APPROVAL OF THE AGENDA

Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the agenda.

4. APPROVAL OF THE JULY 16, 2024 MINUTES

Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the July 16, 2024 meeting minutes.

5. DISCUSSION AND POSSIBLE DIRECTION REGARDING MEETING TIMES AND DATES FOR CALENDAR YEAR 2025

Ms. Rodriguez proposed for calendar year 2025, OPEB trustee meetings continue at 12:30 pm with recurrence on the third Tuesday of every third month beginning in January.

Upon motion made and seconded, and carried by unanimous consent of the Trustees present, the Trustees approved the proposed date and times for the 2025 calendar year.

6. REVIEW OF RETIREMENT BENEFITS INVESTMENT FUND (RBIF) PERFORMANCE

Mr. Bowman reviewed the RBIF dated June 30, 2024. The total RBIF fund fiscal year-to-date return was 14.7%, the Market return fiscal year-to-date return was 14.8%. The return rate since inception is 7.4%.

For information purposes only, no action required.

7. HUMAN RESOURCES REPORT

Ms. Rodriguez advised staff will be providing a quarterly presentation on any relevant beneficiary or general updates that may be pertinent to the section 115 Trust. First quarter announcements were Health Plan open enrollment for plan year 2025 will be from November 1, 2024 through November 27, 2024. There will be no premium increases for the plan year 2025. Trustee appointments will end December 31, 2024. Trustee appointments are made by the General Manager approved by the TMWA Board. Appointments for 2025 will be presented to the TMWA board, and announced to Trustees in the January 2025 meeting

For information purposes only, no action required.

8. TRUSTEE COMMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

No requests were made.

9. PUBLIC COMMENT – LIMITED TO NO MORE THAN THREE MINUTES PER SPEAKER

There was no public comment.

10. ADJOURNMENT

With no further business to discuss, Chairperson Bowman adjourned the meeting at 12:39 p.m.

Minutes were approved by the Trustees in session on _____.

Respectfully Submitted,

Rosalinda Rodriguez, Recording Secretary



STAFF REPORT

TO: Trustees of the §115 Other Post Employment Benefits (OPEB) Trust
FROM: Rosalinda Rodriguez, HR Technician II
DATE: January 21, 2025
SUBJECT: **Discussion and request to appoint TMWA Other Post-Employment Benefit §115 Trust Trustee Chairperson and Trustee for two-year term beginning January 1, 2025 through December 31, 2026**

Recommendation

TMWA staff recommends that the Board of Trustees discuss and decide which Trustees will serve as Chairperson and Vice Chairperson for a two-year term beginning January 1, 2025 through December 31, 2026.

Discussion

Move to appoint Trustee, _____ to serve a two year term as Chairperson of the TMWA Other Post-Employment Benefits §115 Trust Board of Trustees.

Move to appoint Trustee, _____ to serve a two year term as Vice Chairperson of the TMWA Other Post-Employment Benefit §115 Board of Trustees.

Background

During their meeting on December 12, 2024 The TMWA Board confirmed §115 Trustee appointments of Matt Bowman, Chief Financial Officer, Sandra Tozi, Principal Financial Analyst, Chuck Atkinson, and Distribution Supervisor (Tier II Beneficiary) for the two year term beginning on January 1, 2025 and ending on December 31, 2026.

Trustee Bowman has been serving as Chairperson of the TMWA Other Post-Employment Benefits §115 Trust since 2022.

Trustee Atkinson has been serving Vice Chairperson of the TMWA Other Post-Employment Benefits §115 Trust since January 1, 2015.

Truckee Meadows Water Authority Standard Operating Procedure (SOP)			
Subject: Conflict of Interest and Disclosure Policy			Source: OPEB Plan Document
Department: §115 OPEB Trust Fund			Supersedes: N/A
Effective Date: 02/01/2017	Revision Date:	Reviewed Date: 02/21/2017	Page 1 of 7

Purpose:

The Board of Trustees of the Truckee Meadows Water Authority §115 OPEB Plan and Trust (the "Trust") recognize that honesty, integrity, accountability, responsibility, openness and disclosure of financial relationships and interests are absolutely essential to the administration of the Trust.

The Board of Trustees of the Trust (sometimes referred to as the "Board") deems it necessary and appropriate that the highest standards of ethical behavior, accountability and responsibility be maintained. To achieve this end, the Board has adopted the following Conflict of Interest and Disclosure Policy (the "Policy"). The purpose of this Policy is to protect the interests of the Trust and its participants when the Trust is contemplating entering into a transaction or arrangement that might benefit the private interest of a Trustee of the Trust. Even though the Trustees receive no compensation from the Trust for their service, the Board unanimously agrees that, in order to prevent any potential conflict of interest, there should be proper disclosure of those matters concerning potential conflicts that could arise. Full disclosure of any situation in doubt should be made so as to provide for an impartial and objective determination.

Definitions:

For the purposes of this Policy:

- An "interested person" shall mean a Trustee, officer, or member of a Trust committee with governing board delegated powers, who has a direct or indirect financial interest as defined below.
- An interested person has a "financial interest" if the person has, directly or indirect through business, investment or family:
 - An ownership interest or investment interest in any entity with which the Trust has a transaction or arrangement;
 - A compensation arrangement with the Trust or with any entity or individual with which the Trust has a transaction or arrangement; or
 - A potential ownership or investment interest in, or compensation arrangement with, an entity or individual with which the Trust is negotiating a transaction or arrangement.
- The term "family" means a parent, spouse, sibling, child, grandparent, grandchild, great-grandchild, in-law, or domestic partner of an interested party, or any step relation to an interested person.

Covered Persons:

This policy applies to the Trust and its Board. Trustees serve the participants of the Trust. All decisions of the Trustees are to be made solely on the basis of a desire to promote the best interests of the Trust and its participants.

Men and women of substance inevitably are involved in the affairs of other organizations. Trustees cannot consist of individuals entirely free from at least perceived conflicts of interest. Although most such potential conflicts are and will be deemed to be inconsequential, it is the Trustees' responsibility to ensure that they are made aware of situations that involve personal, familial, or business relationships that could be troublesome for the Trust. Thus, each Trustee and member of a Trust committee with governing board delegated powers is required to annually sign a statement which affirms that such person:

- Has received a copy of the Policy;
- Has read and understand the Policy;
- Has agreed to comply with the Policy;
- Has agreed to disclose any possible personal, familial, or business relationships that reasonably could give rise to a conflict of interest; and
- Understand that the Trust is exempt from Federal Income taxes and in order to maintain its federal tax-exempt status it must engage in activities which accomplish one or more of its tax-exempt purposes.

Policy:

General Policy Statement Defining Conflicts of Interest:

In addition to the specific circumstances that may be prohibited by federal or state law, the following situations may constitute an actual or potential conflict of interest:

- An interested person (as defined in Definition Section above) has a direct or indirect financial interest (as defined in Definition Section above) in a transaction involving the Trust;
- An interested person has a material financial interest in a transaction involving the Trust. This includes entities in which the interested person and all individuals or entities having significant relationships with the interested person own, in the aggregate, more than five (5) percent;
- An action by an interested person involving the Trust where the interested person may receive a personal gain or advantage;
- An action or transaction involving the Trust which has or may have an adverse effect or impact on the Trust and results or may result in the personal gain of an interested person or family member of an interested person;
- An action or transaction involving the Trust, where an interested person obtains or assists in obtaining for a third party an improper gain from, or an unfair advantage, of the Trust; and
- An interested person or family member serves on the governing board of another private or governmental entity or organization which directly or indirectly has oversight over Trust investments.

Disclosure and Procedures Relating Thereto:

- Duty to Disclose - In connection with any actual or possible conflict of interest, an interested person must disclose the existence of the actual or possible conflict of interest and be given the opportunity to disclose all material facts to the Trustees of the proposed transaction or arrangement, even if such interest, relationship or responsibility has otherwise generally been disclosed to the Trust. In addition, an interested person is required to disclose any adjudication of bankruptcy within the most previous five (5) years.
- Determining Whether a Conflict of Interest Exists - After disclosure of the actual or potential conflict of interest and all other material facts, and after any discussion with the interested person who makes the disclosure, he/she shall leave the Board while the determination of a conflict of interest is discussed and voted upon. The remaining members of the Board shall decide if a conflict of interest exists.
- Procedures for Addressing the Conflict of Interest.
 - An interested person may make a presentation at the Board meeting, but after the presentation, he/she shall leave the meeting during the discussion of, and the vote on, the transaction or arrangement involving the possible conflict of interest.
 - The Chairperson of the Board may, if appropriate, appoint a disinterested person or committee to investigate alternatives to the proposed transaction or arrangement.
 - After exercising due diligence, the Board shall determine whether the Trust can obtain with reasonable efforts a more advantageous transaction or arrangement from a person or entity that would not give rise to a conflict of interest.
 - If a more advantageous transaction or arrangement is not reasonably possible under circumstances not producing a conflict of interest, the Board shall determine by a majority vote of the disinterested Trustees whether the transaction or arrangement is in the Trust's best interest, for its own benefit, and whether to enter into the transaction or arrangement. In conformity with the above determination, it shall make its decision as to whether to enter into the transaction or arrangement.

Violations of the Policy:

If the Board or committee has reasonable cause to believe an interested person has failed to disclose actual or possible conflicts of interest, it shall inform the interested person of the basis for such belief and afford the member an opportunity to explain the alleged failure to disclose.

If, after hearing the member's response and after making further investigation as warranted by the circumstances, the Board or committee determines the interested person has failed to disclose an actual or possible conflict of interest, it shall take appropriate disciplinary and corrective action.

Resignation:

In circumstances where an interested person has a significant, ongoing and irreconcilable conflict, and where such personal or outside interest, relationship or responsibility significantly impedes the interested person's ability to carry out his or her fiduciary responsibility to the Trust, resignation from the Trust or termination of the conflicting interest may be appropriate and/or required. Should an ongoing and irreconcilable conflict arise, the Trustees have the authority to remove an interested person from office as a Trustee before the 60 days indicated in the Trust plan document entitled "Removal and Resignation of Trustee."

Records of Proceedings:

The minutes of the governing board and all committees with board delegated powers shall contain:

- Names of persons who disclosed or had a financial interest - The names of the persons who disclosed or otherwise were found to have a financial interest in connection with an actual or possible conflict of interest, the nature of the financial interest, any action taken to determine whether a conflict of interest was present, and the governing board's decision as to whether a conflict of interest in fact existed.
- Names of Persons Present for Discussions - The names of the persons who were present for discussions and votes relating to the transaction or arrangement, the content of discussion, including any alternatives to the proposed transaction or arrangement, and a record of any votes taken in connection with the proceedings.

Compensation:

- Trustee Precluded on Voting on own Compensation - A Trustee who receives compensation, directly or indirectly, from the Trust for services is precluded from voting on matters pertaining to that member's compensation.
- Committee Member Precluded on Voting on own Compensation - A voting member of any committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Trust for services is precluded from voting on matters pertaining to that member's compensation.
- Prohibition from Providing Compensation Information - A Trustee or voting member of a committee whose jurisdiction includes compensation matters and who receives compensation, directly or indirectly, from the Trust, either individually or collectively, is prohibited from providing information to any committee regarding compensation.

Periodic Reviews:

To ensure the Trust operates in a manner consistent with charitable purposes and does not engage in activities that could jeopardize its tax-exempt status, periodic reviews shall be conducted. The periodic reviews shall, at a minimum, include the following subjects:

- Compensation Arrangements and Benefits - Whether compensation arrangements and benefits, if any are reasonable, based on competent survey information, and the result of arm's length bargaining.
- Arrangements Conform to Trust's Policies, etc. - Whether partnerships, joint ventures, and arrangements with other organizations conform to the Trust's written policies, are properly recorded, reflect reasonable investment or payments for goods and services,

further charitable purposes and do not result in inurement, impermissible private benefit or in an excess benefit transaction.

- Use of Outside Experts – When conducting the periodic reviews as provided for above, the Trust may, but need not, use outside advisors. If outside experts are used, their use shall not relieve the Board of its responsibility for ensuring periodic reviews are conducted.

APPROVAL(S):



Michele Sullivan, Chairperson, OPEB
Board of Trustees

APPROVAL(S):



Chuck Atkinson, Vice Chairperson,
OPEB Board of Trustees

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§115 OPEB Plan and Trust

Board of Trustees Annual Pledge of Personal Commitment/Disclosure Form

It is mandatory that the OPEB Plan and Trust has a disclosure on file at least once each year for each Trustee. Should there occur a change in status during the year, an amended disclosure form should be filed.

1. Have you been provided with a copy of the Policy?
 Yes No
2. Have you read and do you understand the Policy?
 Yes No
3. Do you agree to comply with the Policy, including the disclosure of any personal, familial, or business relationships that could give rise to a conflict of interest?
 Yes No
4. Do you understand that the Trust is exempt from Federal Income taxes and in order to maintain such status it must engage in activities which further its exempt purpose?
 Yes No
5. Is there any direct or indirect business relationship with the Trust between yourself or a member of your family that may represent a conflict of interest?
 Yes No
 - If Yes, please list or elaborate such relationships and the details of annual or potential financial benefit as you can best estimate them:
6. Did you or a member of your family receive, during the past 12 months, any gifts or loans from any source from which Trust goods or services or otherwise has significant business dealings?
 Yes No
 - If Yes, please list such loans or gifts, their source, and their approximate value:
7. Please identify your main employer and any consulting contracts or board seats you may have with Trust business partners, members or sponsors:
8. Please identify an business relations you may have with other Trustees and the nature of those:

Trustee Print Name

Date

Trustee Signature

§115 OPEB Trust Fund
*a single employer plan sponsored by
Truckee Meadows Water Authority*



TO: Board of Trustees of the TMWA §115 OPEB Trust Fund
FROM: Veronica Galindo, TMWA Senior Accountant
DATE: January 21, 2025
SUBJECT: **Presentation of the Budget for Calendar Year 2025**

Recommendation

TMWA staff recommends the Trustees approve the calendar year 2025 budget.

Discussion

The following report is attached:

- Truckee Meadows Water Authority OPEB Trust Fund (Section 115) Budget for Calendar Year 2025

The budget reflects expected additions to and deductions from Section 115 during the year. The following items are noteworthy for 2025:

- The budget for Employer Contributions is \$71,397 per the most recent actuarial valuation. TMWA conducts a full actuarial analysis every two years to make sure funding levels are adequate.
- Net Appreciation (Depreciation) in Fair Value of Investment is not budgeted as unrealized gains and losses are difficult to accurately predict.
- The budget for Investment Earnings can vary significantly year to year depending on market activity trends; actual results will likely differ.
- The budget for Benefits Paid is \$70,500 and covers health premiums, life insurance premiums, and reimbursements to retirees for outside coverage.
- Trust activity is projected to result in a net increase of \$129,797, primarily due to the estimated increase in Investment Earnings.
- As of December 2024, Section 115 provides benefits to 9 retirees.

**Truckee Meadows Water Authority
Section 115 OPEB Trust Fund
Budget for Calendar Year 2025**

Additions

Contributions	
Employer	\$ 71,397
Plan Members	7,000
Total Contributions	78,397
Investment Income	
Net appreciation (depreciation) in fair value of investment	-
Investment earnings	145,000
Less investment expenses	(500)
Net investment income	144,500
Total Additions	222,897

Deductions

Benefits paid	70,500
Administrative expenses	22,600
Total Deductions	93,100
Net Increase (Decrease)	\$ 129,797

Retirement Benefits Investment Fund

September 30, 2024

Performance Gross of Fees

Asset Class	Market Value	Target Allocation	Actual Allocation	FYTD Return	One Year	3 Years	5 Years	10 Years	Since Inception (2008)
U.S. Stocks- S&P 500 Index	\$ 379,508,538	42.5%	43.2%	5.9%	36.3%	11.9%	16.0%	13.4%	11.2%
Market Return				5.9%	36.4%	11.9%	16.0%	13.4%	11.1%
Int'l Stocks- MSCI World x US Index	\$ 153,657,749	17.5%	17.5%	7.7%	25.1%	5.9%	8.6%	6.1%	4.3%
Market Return				7.8%	25.0%	5.7%	8.4%	5.8%	4.1%
U.S. Bonds- U.S. Bond Index	\$ 238,396,403	28.0%	27.2%	4.7%	9.7%	0.4%	1.8%	2.3%	3.0%
Market Return				4.7%	9.7%	0.1%	1.6%	2.2%	2.8%
Short-term Investments*	\$ 106,065,141	12.0%	12.1%	1.3%	5.3%				5.3%
Market Return				1.4%	5.5%				5.5%
Total RBIF Fund	\$ 877,627,831	100.0%	100.0%	5.3%	24.5%	7.2%	10.6%	8.9%	7.7%
Market Return				5.8%	25.4%	7.3%	10.4%	8.7%	7.7%



STAFF REPORT

TO: Trustees of the Other Post-Employment Benefit Plan & Trust §115
From: Rosalinda Rodriguez, HR Technician II
DATE: January 21, 2025
SUBJECT: **Human Resources' Update**

Human Resources staff will be providing quarterly updates of relevant information regarding beneficiaries or general notifications that may be pertinent to the section 115 Trust.

First Quarter:

As of January 1, 2025, TMWA now has its own Group Life and AD&D plan that does not require a retiree to be enrolled in TMWA's health plan to continue on retiree life. It should be noted that NRS does stipulate that if a retiree ever fails to enroll or drops life insurance, they are not eligible to enroll at a later time.