

**MINUTES OF MEETING OF THE
NORTH TAHOE PUBLIC UTILITY DISTRICT
BOARD OF DIRECTORS
North Tahoe Event Center
8318 North Lake Boulevard, Kings Beach, CA 96143
Tuesday, January 13, 2015**

CALL TO ORDER/ESTABLISH QUORUM

A Meeting of the North Tahoe Public Utility District Board of Directors was held at the North Tahoe Event Center in Kings Beach, California on Tuesday, January 13, 2015. Present at the meeting were President Lewis, Directors Bergmann, Ferrell, Thompson, and Daniels, comprising the full Board and establishing a quorum.

President Lewis called the meeting to order at 2:00 p.m. and identified discussion items as listed below before adjourning to Closed Session at 2:35 p.m. Counsel Eskind was in attendance.

CLOSED SESSION AGENDA

Pursuant to Government Code, the Board of Directors discussed the following items:

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Discussion pursuant to subdivision (a) of Section 54956.9. Name of case: Stuart Corvin v. North Tahoe Public Utility District, et al.
2. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Discussion pursuant to Section 54956.8. Property: Firestone Property, Assessor's Parcel Nos. 092-010-040, -041, -042, and 093-010-037, -038, -039. Agency Negotiator: Interim General Manager Marple. Negotiating Party: Placer County. Under Negotiation: Easements.
3. PUBLIC EMPLOYMENT – Discussion pursuant to Section 54957. Position: Assistant General Manager
4. PUBLIC EMPLOYMENT – Discussion pursuant to Section 54957. Title: Labor Attorney
5. REAL PROPERTY NEGOTIATIONS – Discussion pursuant to Section 54956.8. Property: Gentry Property Easement requested by Liberty Utilities

OPEN SESSION/PLEDGE OF ALLEGIANCE

President Lewis called Open Session to order at 3:25 p.m. The full Board was present. President Lewis reported that no action was taken in Closed Session and the Board would reconvene in Closed Session following the Open Session portion of the meeting.

Staff in attendance included Interim General Manager/Chief Financial Officer Marple, Park and Facilities Manager Towner, Engineering and Operations Manager Stelter, HR/Risk Manager Lazzareschi, Information Technology/Public Information Administrator Emmerich, Contracts and Planning Coordinator Gibbons, Construction Administrator Butterworth, and Executive Assistant/Board Secretary Potts.

Director Ferrell led the Pledge of Allegiance.

REVIEW AGENDA: No changes were made to the agenda. The Board may hear items out of order.

TIMED ITEMS

3:30 p.m. PUBLIC FORUM: Ginny Smith, longtime Jazzercise instructor at the Event Center, requested that consideration for renters paying for space at the event center be given over gratis use, and noted the inconvenience of moving equipment and the stage for classes unless absolutely necessary.

Linda Slack Cruz, local resident, addressed the Board regarding the upcoming closure of the Placer County Animal Shelter in Tahoe Vista, noting that the community would like to slow the process in order to provide more time for public input. Placer County Supervisor Montgomery and the North Tahoe Regional Advisory Council had advised her to reach out to local leaders. She requested that the District provide assistance and guidance for the process. Upon hearing concerns from the community, President Lewis referred the discussion to the Recreation and Parks Commission for their January meeting.

Meera Beser, local resident, read two letters addressing the animal shelter closure from Michelle Okashima, Kings Beach pet store owner, requesting support for keeping the shelter open. Ms. Beser also thanked the Board for the use of the building for her community efforts.

Sarah Coolidge, Tahoe Vista resident, asked the Board to look for values in the candidates for the open position of General Manager, stating that values are inherent and cannot be taught. She thanked the Board for the increased availability created by changing the time of the meetings from morning to afternoon, advised that she felt that the District should check into a program called Flash Vote, and requested term limits and at large elections be placed on a future agenda for consideration. She congratulated the District on the Kings Beach After 8 music series and advised that the lighting on the street side of the Event Center building should be improved.

Beth Moxley, Kings Beach resident, commended Park and Facilities Manager Towner for her work with the District and stated that she had earned the trust of the community.

Joe Huelle, Kings Beach resident, asked the Board what their new direction is, and requested that they open communication on the internet. He stated that he represents a majority of the District's constituents as a water and sewer customer, and stated that recreational amenities are used by relatively few. He also stated that he is against the naming of public places after individuals.

There being no other public present to address the Board at this time, Public Forum was closed at 4:00 p.m.

CONSENT CALENDAR: The following consent calendar items were presented for approval. Director Bergmann noted his specific conflicts with accounts paid and payable.

1. Approve Accounts Paid and Payable for the period from December 11, 2014 through January 12, 2015.
2. Approve Minutes of the December 11, 2014 Regular Board Meeting
3. Adopt Resolution 2015-01 Establishing an Investment Policy for the North Tahoe Public Utility District for 2015
4. Approve Job Description for General Manager

5. Approve Job Description and Salary for Position of Assistant General Manager; Appoint Paul Schultz, P.E., Assistant General Manager; and Direct Staff to Prepare Employment Contract for Assistant General Manager Schultz

MOTION: Director Daniels moved to approve the Consent Calendar, with accounts paid and payable conflicts noted by Director Bergmann. Upon second by Director Bergmann, the motion carried unanimously (5-0) by roll call.

MANAGEMENT TEAM INFORMATIONAL UPDATES

Accounting Department Report for November 2014

a. Monthly Financial Statement

b. Treasurer's Report

Chief Financial Officer Marple presented the District's financial statement through November 2014 reporting that the District is on track with its budget, though facing a challenge in the Recreation and Parks Department. Directors Daniels and Ferrell inquired about the loss of income from the Kings Beach State Recreation Area parking, and Chief Financial Officer Marple responded that the loss of income had factored into the budget challenges, however if revenue projections are met, the department will be on track, stating that although he is concerned and watching closely, he is not alarmed. The Treasurer's Report was presented but not discussed.

Park and Facilities Department Report

Park and Facilities Manager Towner provided her report to the Board noting that a budget savings has occurred from two regular positions within the department that remain open, and advised of reduced personnel at the North Tahoe Regional Park. She presented information regarding the value of the gratis rent offered to local non-profit groups requesting the space. She updated the Board on projects including the park maintenance building in the Regional Park, way finding signs, and the Kings Beach After 8 music series.

Planning and Engineering Department Report

Contracts and Planning Coordinator Gibbons addressed the Board on projects currently in the planning states including the parks maintenance building and the Dollar Hill 22" Force Main Rehabilitation. President Lewis directed staff to move forward with the Carnelian Bay sewer main station as additional issues have surfaced. Staff has addressed dry well leakage, valves and installed a bypass port for emergencies at the station, and Engineering and Operations Manager Stelter advised that station rehabilitation is not as critical as it was prior to addressing the repairs. President Lewis requested that staff prioritize the project within the Capital Improvement Program should funds be made available. Engineering and Operations Manager Stelter advised that the Carnelian station is the next sewer project to be designed. Director Daniels commended staff for the new report format.

Utility Operations Department Report

Utility Operations Manager Begin reported on recent work performed by the crew including the cleaning of high-use sewer lines, and working with Caltrans to reconfigure the roundabouts associated with the Kings Beach Commercial Core Improvement Project.

NEW BUSINESS

Appoint Ad Hoc Committee for the Purpose of General Manager and Legal Counsel Recruitment and Contracts

A short discussion was held.

MOTION: After discussion, Director Daniels moved to appoint Directors Bergmann and Thompson to an ad hoc Committee for the purpose of General Manager and Legal Counsel recruitment. Upon second by Director Ferrell, the motion carried unanimously (5-0).

Authorize Interim General Manager to Execute Agreement with Sierra Watershed Education Partnerships for Water Conservation Education and Outreach Campaign

IT/Public Information Administrator Emmerich presented this request to the Board.

MOTION: After discussion, Director Thompson moved to authorize Interim General Manager Marple to execute the agreement with Sierra Watershed Education Partnerships for water conservation education and outreach. Upon second by Director Daniels, the motion carried unanimously (5-0).

Authorize Interim General Manager to Execute Intergovernmental Grant Agreement for Fire Protection with South Tahoe Public Utility District for Dolly Varden Water Main Replacement Project

Contracts and Planning Coordinator Gibbons presented her request to the Board for the USFS Grant. A short discussion was held.

MOTION: Director Daniels moved to authorize Interim General Manager Marple to execute the Intergovernmental Grant Agreement for Fire Protection with South Tahoe Public Utility District for the Dolly Varden Water Main Replacement Project. Upon second by Director Ferrell, the motion carried unanimously (5-0).

Authorize Interim General Manager to Execute Agreement with Tahoe Regional Planning Agency for Reimbursement of District Costs for Seal Inspection at the Tahoe Vista Recreation Area for 2014

Interim General Manager Marple explained that the District just received the agreement for the inspections performed during the summer season of 2014. Park and Facilities Manager Towner advised that the reimbursement covered the department's expenses.

MOTION: Director Daniels moved to authorize Interim General Manager Marple to execute the agreement with Tahoe Regional Planning Agency for reimbursement of District expenses for seal inspection at the Tahoe Vista Recreation Area during 2014. Upon second by Director Bergmann, the motion carried unanimously (5-0).

Consider Request from Tahoe Neighborhood Table/United for Action for Gratis Use of Space of North Tahoe Event Center

Meera Beser was present to clarify her request for space at the Event Center on Thursday evenings from January 15th through March 31st, November 18th through the 26th, and December 14th through 20th in 2015. Thursday evenings are for Soup and Game night, the November dates are for the Community Thanksgiving Dinner, and December dates are for Winter Warmth and Wellness.

A discussion was held regarding the District's costs for providing space at the Event Center for these events including labor. Park and Facilities Manager Towner reported that no additional labor was involved to facilitate the events. Attendance at the events was discussed.

MOTION: Upon motion by Director Daniels and second by Director Bergmann to authorize gratis use of the Event Center by Tahoe Neighborhood Table/United for Action during 2015, the motion carried unanimously (5-0).

OLD BUSINESS

Update on Firestone Property Transfer

A short discussion was held. Peter Kraatz, Assistant Director of Public Works for Placer County stated that he recommends the Board approve the District's proposed resolution to confirm their action taken in December, and direct staff to move forward with submittal of the easements for approval by the California Tahoe Conservancy, noting that the easements had been approved at the Placer County Board of Supervisor's meeting held on January 6th.

Adoption of Resolution 2015-02 Confirming the Following Actions:

- a. Confirmation of Offer of Easement for Dollar Creek Multi-Use Trail to Placer County**
- b. Direction to Staff to Submit Easements to California Tahoe Conservancy for Approval**
- c. Approve Budget Adjustment of \$20,000 (Contractual Services) and Authorize Interim General Manager to Enter into Professional Services Agreement for Surveyor for District Easements for Future Property Transfer**

MOTION: Upon motion by Director Bergmann and second by Director Ferrell, the Board adopted North Tahoe Public Utility District Resolution 2015-02 by a unanimous roll call vote (5-0).

CORRESPONDENCE

Correspondence from Placer County Office of Elections regarding Filing of Semi-Annual Campaign Statements (Form 470) by February 2, 2015 was discussed.

INTERIM GENERAL MANAGER/CEO COMMENTS

Interim General Manager Marple advised that the District's operations were going well. The Board thanked CFO/CEO Marple for taking on the work of the General Manager during the interim.

BOARD OF DIRECTORS COMMENTS

Director Bergmann noted that in attendance at a public meeting, he heard about private funding for shoreline and stream rehabilitation projects. He stated that it is important to attend local entity meetings in order to find out about grants, etc. that the District may not have otherwise discovered. Director Daniels stated that she is excited about thinking of new ways to generate revenue for the Recreation and Parks Department, such as batting cages in the Regional Park and buoys at the Tahoe Vista Recreation Area. Director Ferrell inquired of those attending how many individuals were in attendance because of the change in the timing of the meeting. Six audience members raised their hand. President Lewis thanked staff for their work and stated that the Board

has great confidence in staff's job performance. He directed staff to hold a workshop after hiring a new General Manager, noting that the District's hiring goal is March 1st.

A break was held at 4:50 p.m. The meeting reconvened at 5:00 p.m.

TIMED ITEM

5:00 P.M. Dog Day in the Park Update

Pam Berger, Tahoe Vista resident and President of Dog Day in the Park noted that Dog Day had made \$26,000 in 2014 with funds raised going to Tahoe Unleashed in the Regional Park. She thanked numerous volunteers including many community members, each of the District's Directors, and many District employees. She also noted that Dog Day in the Park is half way to its goal for fundraising for the dog park and hopes to raise the balance in 2015. President Lewis thanked Ms. Berger for her dedication and energy toward the project, stating that the dog park is an important facility for the community.

ADJOURNMENT

There being no further business to come before the Board of the North Tahoe Public Utility District, the meeting was adjourned at 5:20 p.m. The annual organizational meeting for the North Tahoe Building Corporation was held immediately following the regular Board meeting.

Marianne J. Potts
Board Secretary