

**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, October 13, 2015 at 2:00 P.M.**

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, September 8, 2015. Present at the meeting were President Bergmann, Directors Lewis, Ferrell, Daniels and Thompson, comprising the full Board and establishing a quorum.

OPEN SESSION/PLEDGE OF ALLEGIANCE/REVIEW AGENDA

President Bergmann called the meeting to order at 2:02 p.m. Staff in attendance included General Manager Whitelaw, Chief Financial Officer Marple, Engineering and Operations Manager Stelter, Interim Park and Facilities Manager Long, Utility Operations Manager Begin, Human Resources Manager Lazzareschi, IT/Public Information Administrator Emmerich and Executive Assistant/Board Secretary Potts.

Director Thompson led the Pledge of Allegiance.

TIMED ITEMS:

2:05 p.m. PUBLIC COMMENT

No members of the public were present to address the Board on items not on the agenda. Interim Park and Facilities Manager Long advised the Board that Dog Day in the Park President Pam Berger would be in attendance later in the meeting to address the Board regarding the opening of the dog park. President Bergmann noted that Public Comment could be reopened at that time.

CONSENT CALENDAR: The following consent calendar items were presented for approval. Director Bergmann noted his specific conflicts with accounts paid and payable. Director Daniels requested that Ms. Long's title be clarified as Interim Park and Facilities Manager.

1. Approve Accounts Paid and Payable for the period from September 8, 2015 through October 12, 2015
2. Approve Minutes of the September 8, 2015 Regular Board Meeting and September 14, 2015 Special Meeting.

MOTION: Director Lewis moved to approve the Consent Calendar noting Director Bergmann's accounts paid and payable conflicts and the correction to the minutes. Upon second by Director Thompson, the motion to approve the Consent Calendar carried unanimously (5-0).

MANAGEMENT TEAM INFORMATIONAL UPDATES

General Manager/CEO Report

General Manager Whitelaw reported to the Board on plans to hold the ribbon cutting and building dedication for the new base facility. The Board directed him to schedule

the date of the building dedication to December so that all directors may be in attendance. General Manager Whitelaw suggested that the open house take place at the regular meeting on December 8th in conjunction with the meeting. He suggested that the District hosts a reception for other local agency representatives before the meeting, with an open house for the community immediately following the meeting. General Manager Whitelaw also addressed information provided in the board materials from the Tahoe Water Suppliers Association (TWSA) regarding a plan to introduce herbicides into the Tahoe Keys marina as an alternative to mechanical treatment for invasive weed management. He advised that the members of TWSA are against the use of herbicides as an option, and noted that much criticism of the plan comes from the Tahoe Keys Association not being willing to close the marina to boating during the herbicide application, and that use of a turbidity curtain would not be possible without doing so. General Manager Whitelaw stated that should the District wish to object to the plan, our opportunity to do so would be coming up in the next few months when the plan will be presented to Lahontan and the Environmental Protection Agency for approval. General Manager Whitelaw requested direction from the Board regarding utilizing the Event Center for staff meetings as has been done in the past. Because the new base facility building has a meeting room available, he stated that decreasing the travel time to and from the Event Center by staff, is more convenient and would increase productivity. Consensus of the Board was that staff should hold its meetings where it benefited productivity.

Technology and Public Information Administrator Report

Technology and Public Information Administrator Emmerich provided her report noting recent outreach efforts including a new email management system which she stated will enhance public outreach. She discussed video options incorporated with agenda management, and costs for implementation. Staff was directed to place their recommendation on the Board meeting agenda in November for consideration.

Accounting Department Report for September 2015

a. Monthly Financial Statement

b. Treasurer's Report

Chief Financial Officer Marple provided the monthly financial statement and treasurer's report for August 2015 and reported that actual expenses were under budgeted expenses overall for the first two months of the fiscal year. The Treasurer's report was discussed with a focus on recreation and parks expenditures.

Park and Facilities Department Report

Interim Park and Facilities (P&F) Manager Long asked Mr. Nordby from North Tahoe High School to address the Board regarding a request to utilize space at the Event Center for a 40s night Jazz Band fundraiser. Interim P&F Manager Long reported on progress made with the dog park, and use of the disc golf course for a recent 90 person tournament held by Craig Getty, designer of the course. A discussion about accepting clean fill in the regional park was held. Interim P&F Manager Long stated a permit would be required from Tahoe Regional Planning Agency, and concerns arose about how to assure the soil being accepted is clean, and having no point of control. Director Ferrell advised that the regional park is a certified dump for clean fill, and the Board directed staff to look into forming a plan and obtaining permitting for acceptance next construction season.

Recreation and Parks Commission Update

Recreation and Parks Commissioner Kristen Pepin reported on recent discussions held by the Commission. She discussed the adventure course, winter programs, the community garden in the park, the bocce ball league held during the summer. She advised of the Commission's interest in utilizing a scheduling calendar for the event center to incorporate conferences with lodging in the area. With local lodging providers working together with the Event Center, larger conferences could be encouraged in the area. Commissioner Pepin provided the Board with inexpensive upgrades recommended by the Commission which included changes to signage throughout the park and especially at the entrance gate which they felt needed a better presence. She advised that the Commission is seeking direction and guidance from the Board on their role in the District. The Board commended Commissioner Pepin for her report and stated that the communication provided invaluable information. President Bergmann stated that he liked the specific and low cost recommendations for improving the park facilities provided in her report.

Planning and Engineering Department Report

Engineering and Operations Manager Stelter presented his report specifically citing recently completed projects including the Kings Beach water storage tank rehabilitation, and work done in conjunction with the Kings Beach Commercial Core improvements. Director Lewis commended staff for the work completed over the last three years to relocate lines in conjunction with work done by Placer County, remarking about the cost-effectiveness of the cooperative work. Mr. Stelter discussed projects going out to bid in the near future, including the National Avenue Water Treatment Plant Phase 2 Improvements and the Carnelian main station for which specifications are being developed. He advised that the District's work is done on the Firestone property and the easements are standard. General Manager Whitelaw advised that the property transfer will go to the Placer County Board of Supervisors in November, and subsequently to the California Tahoe Conservancy who will have to concur with the action taken.

Utility Operations Department Report

Utility Operations Manager Begin reported on recent work accomplished by the crews throughout the District and relative to the base facilities project. He advised that communication was excellent between the District and crews performing work on the Kings Beach Commercial Core. Utility Operations Manager Begin also described recent night work done with assistance from Tahoe City Public Utility District from sewer lift station D-5 to the Dollar main station, utilizing three vacuums to remove flow. Director Lewis inquired about the Fats-Oils-Grease (FOG) program and enquired about developing a financing program for the grease interceptors required for restaurants. Creation of a policy to charge businesses requiring frequent or excessive "Holiday" sewer line cleaning was also discussed.

Tahoe Truckee Sanitation Agency (T-TSA) Report

The District's T-TSA Representative, Director Lewis, reported on discussions at the T-TSA regarding the Truckee River Interceptor, and considerations for a new digester at the plant. He noted that even during high water events in the past, only one of three ponds were utilized for overflow.

OLD BUSINESS

Consider Action regarding Street Lights within District Boundaries (Timed Item 4:30 p.m.)

General Manager Whitelaw presented the District's recent outreach to Placer County and Caltrans regarding the street lighting. He reported that after identifying the locations provided by Liberty Utilities, Caltrans had identified four lights that it plans to keep on which it will incorporate into its agreement with Placer County. Placer County is still seeking a way to fund the lights it identified as necessary within its easements, and is considering 36 lights in the Kings Beach grid which provide light for the new sidewalks being installed in conjunction with the commercial core project and at intersections or high pedestrian areas, particularly near the Kings Beach Elementary School. Placer County identified an additional 17 lights within the Kings Beach commercial core which will be replaced by pedestrian lighting on State Route 28 which will be paid for by a newly formed business assessment district.

MOTION: After discussion, Director Thompson moved to cease the District's street lighting program and provide Liberty Utilities with 30 days notice for the street lights, and to direct Liberty Utilities to work with Placer County and Caltrans for the lights for which they assume responsibility. Upon second by Director Lewis, the motion carried unanimously (5-0).

NEW BUSINESS

Adopt Resolution 2015-13 Confirming Commitment to the California Tahoe Conservancy for Construction, Operation, and Maintenance of the Carnelian Woods Tank Access Road Erosion Control Project

Engineering and Operations Manager Stelter presented a history of the project which had begun while Steve Rogers was General Manager for the District. He noted that we had applied for 100% funding for the project, and expects that if the actual costs exceed the estimate, the costs would be covered. He also stated that this work will complete the project in the eyes of the Conservancy, and doing so may increase our eligibility to receive future grant funding.

MOTION: Upon motion by Director Lewis, and second by Director Daniels, the Board voted unanimously by roll call (5-0) to adopt Resolution 2015-13.

Adopt Resolution 2015-14 Confirming Commitment to the California Tahoe Conservancy for Construction, Operation, and Maintenance of Kingswood West Tank Access Road Erosion Control Project

MOTION: After a short discussion, upon motion by Director Lewis and second by Director Daniels, the Board voted by roll call (5-0) to adopt Resolution 2015-14.

PUBLIC COMMENT

President Bergmann reopened public comment to allow for Dog Day in the Park President Pam Berger address the Board regarding the dog park opening. She announced the opening of the dog park, Tahoe Unleashed, scheduled for Sunday, October 18th from 1 p.m. to 3 p.m. She thanked the Board and volunteers, and thanked Director Sue Daniels and her husband Dan Daniels for their donation of five trees for the park which were delivered by Director Thompson. Ms. Berger thanked the Board and staff for moving forward with the park, noting that Interim Park and Facilities Manager Long was instrumental in the process.

President Bergmann closed Public Comment at 4:55 p.m. and called a short recess until the 5:00 p.m. timed item could be heard. The meeting re-adjourned at 5:00 p.m.

OLD BUSINESS

Provide Direction to Staff regarding Method of Election of District Board Members (Timed Item 5:00 p.m.)

The Board held a discussion regarding the results of the public outreach regarding changing the method of election for District Board Members. Director Thompson expressed concerns that only 100 plus individuals had responded to the survey question of holding elections “at large” versus “by seat”, which would represent less than 3% of the number of voters in the District even if all respondents are registered voters. Director Thompson stated that although he did not feel that the number of respondents was significant, he does feel that a change to “at large” would encourage more candidates for the Board. Director Lewis stated that there are pros and cons to each method of election, and felt that the voters of the District should have a voice before a change is made after 60 plus years of elections “by seat”. He recommended that the District put the question on a ballot at a regular election for a nominal cost, and stated that he believed that the Board should be bound by the electorate’s decision. Director Ferrell stated that he sees the pros and cons for both methods of elections and did not have a preference for either. Director Daniels stated that she felt that changing the election method to “at large” would be easier for the public and more open. District residents Larry Dowdle and Dave Ferrari stated that in a small community like ours, it is much less personal to run for the Board than to choose to run against a seat and incumbent. District resident Candy Dowdle stated that the individuals who cared about the method of election had weighed in and had overwhelmingly supported the change. North Tahoe Business Association Executive Director Joy Doyle also believed that the results of the survey were representative of the community’s opinion based on the number of positive responses received.

MOTION: After discussion, Director Lewis moved to change the method of election for the Board of Directors from the “by seat, at large” currently in place, to “at large” for the next election in 2016, and to include a binding ballot question at that time that would determine if the method of election would continue or revert back to the “by seat” model. Upon second by Director Daniels, the motion carried unanimously (5-0).

Authorize General Manager to Execute Agreement for North Tahoe Regional Park Adventure Course

General Manager Whitelaw introduced the agreement for the adventure course, noting that the concession had been considered by the Commission, the Board of Directors, and most recently by the Recreation Committee. The location of the course was discussed noting possible conflict with the disc golf course. Mr. Desens of the Headwall Corporation stated that he did not believe that he would have to displace any disc golf holes to execute his plan for the course. Director Ferrell advised that the agreement is for seven years with two five year extensions possible.

MOTION: After discussion, Director Daniels moved to authorize the General Manager to execute the agreement with Headwall Corporation. Upon second by Director Ferrell, the motion carried unanimously (5-0).

CORRESPONDENCE

Correspondence was acknowledged.

- 1. Correspondence from North Tahoe Business Association regarding changing election format**
- 2. Correspondence from Tahoe Neighborhood Table regarding use of Event Center**
- 3. Event Center facility use request from US Marine Toys for Tots community distribution**
- 4. Correspondence from Placer County Deputy Sheriffs' Association regarding Michael Davis, Jr. Baseball Field Dedication**
- 5. Correspondence from Placer County Water Agency thanking District for hosting its September 17th Board meeting**

BOARD OF DIRECTORS COMMENTS

Director Lewis stated that he would like to schedule a joint meeting with the Recreation and Parks Commission after the workshop in order to provide clear direction for moving ahead with funding for the Recreation and Parks Department. Director Thompson discussed a recent California Special Districts Association conference which he attended with Director Daniels and General Manager Whitelaw. He noted that he felt it was helpful in many ways, and recommended that all directors attend this type of training conference annually if possible. Director Daniels stated that she attended safety and liability insurance training and discussed the naming of public pathways.

ADJOURNMENT

There being no further business to come before the Board of Directors, President Bergmann adjourned the meeting at 5:55 p.m.

Marianne J. Potts
Board Secretary