

**MINUTES OF SPECIAL 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 27, 2015 at 1:00 p.m.**

CALL TO ORDER/ESTABLISH QUORUM

A Special Meeting and Workshop of the North Tahoe Public Utility District Board of Directors was held at the North Tahoe Event Center in Kings Beach, California on Tuesday, October 27, 2015. Present at the meeting were President Bergmann, Directors Lewis, Daniels, Ferrell, and Thompson, establishing a quorum. President Bergmann called the meeting to order at 1:15 p.m.

PUBLIC FORUM

No members of the public were present to address the Board of Directors on items not on the agenda, and Public Forum was closed.

STRATEGIC PLANNING WORKSHOP

General Manager Whitelaw opened the workshop and defined the scope of the meeting and topics of discussion. He introduced the meeting facilitator, Katy Simon-Holland who opened the discussion with the Board regarding the following agenda items.

1. **Discussion and possible direction to staff regarding District Mission, Vision and Core Values**
2. **Presentations by Staff regarding Issues and Opportunities in District Functions**
3. **Discussion of issues identified in Board interviews**
4. **Discussion of District Governance Matters**
 - a. **Board's Role and Manager's Role in Policymaking and Policy Implementation**
 - b. **Possible alternative District structures**
 - **Joint Powers Authority?**
 - **Consolidation?**
 - **CSD?**
5. **Discussion of Financial Policies and Financial Planning**
 - a. **Capital Improvement Planning and Funding Options**
 - **Debt or Pay-as-you-go,**
 - **Decision criteria for when to use each strategy**
 - b. **Reserve Fund Policy**
 - c. **Philosophy and strategy regarding Rates**
 - d. **Recreation and Parks Funding Discussion**
 - **Recreation Funding White Paper**
 - **Property tax vs. Community Facilities District increase**
6. **Discussion of Customer Service and Public Outreach**

The mission statement was discussed at length with several proposed changes to provide increased direction to staff. Additionally, the District's vision and core values were also discussed with changes and additions being offered. Staff was directed to

present changes to the mission statement, vision and core values at the January 2016 meeting.

Staff provided a presentation of departmental challenges faced by each department. Presentations were provided by General Manager Whitelaw for administration, Chief Financial Officer Marple for the accounting department, Public Information Administrator Emmerich for information technology and public outreach, Human Resources Manager Lazzareschi for human resources, Engineering and Operations Manager Stelter for the engineering and utility operations departments, and Interim Park and Facility Manager Long for the Recreation and Parks Department. Board and staff engaged in discussion throughout the presentations in order to gain insight into each department head's concerns.

Ms. Simon-Holland presented issues identified in interviews held with each individual Board member, and led a discussion regarding strategic objectives. The Board's discussion initially focused on finding consensus for a long term stable funding source for the Recreation and Parks Department. Two options were discussed at length which were to increase the Community Facilities District tax currently being utilized for Recreation and Parks funding, and the use of property tax which is currently utilized solely for sewer operations. Staff was directed to provide the pros and cons for each funding method, methods for public outreach to district voters and/or residents, including education on the issues facing recreation funding, an opinion survey which will provide an opportunity to respond, and to clarify the process and provide a timeline for outreach, including the cost for each option at the December 8, 2015 regular board meeting.

The Board provided specific objectives by consensus, and directed staff to further define the objectives with specific goals, measures of success, and to assign priority and lead for each. Staff was directed to bring back their recommendations for the strategic objectives to the January 2016 meeting for further discussion.

The Board held a discussion regarding District staffing levels, and directed that a plan for additional positions in customer service, operations, administration, public outreach and/or marketing be brought to the November 10, 2015 regular Board meeting for consideration.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 5:30 p.m.

Marianne J. Potts
Board Secretary