

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

**Tuesday, May 14, 2013**

**CALL TO ORDER/ESTABLISH QUORUM**

The Regular Meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday, May 14, 2013 at the North Tahoe Event Center in Kings Beach, California. President Lewis called Closed Session to order at 8:30 a.m. Present were Directors Bergmann, Ferrell, Daniels, Thompson and President Lewis. The full Board was present establishing a quorum.

**CLOSED SESSION AGENDA**

Pursuant to Government Code, the Board of Directors held a closed session to discuss the following listed items. All references are to the Government Code.

1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION  
Discussion pursuant to subdivision (a) of Section 54967.9. Name of case: Stuart Corvin v. North Tahoe Public Utility District, et al.
2. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION  
Discussion pursuant to subdivision (b) of Section 54956.9. Number of cases: Two (2)
3. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Discussion pursuant to Section 54956.8. Property: 8318 North Lake Blvd., Kings Beach State Recreation Area. Agency Negotiator: General Manager Schultz. Negotiating Parties: State of CA. Under Negotiation: Terms of Agreement.
4. CONFERENCE WITH REAL PROPERTY NEGOTIATORS – Discussion pursuant to Section 54956.8. Property: “Stoker Property” – APN 090-121-010, -011, -026, -027, 090-122-030, -031, -033, and -034. Agency Negotiator: General Manager Schultz. Under Negotiation: Terms of Agreement.
5. PERSONNEL DISCUSSION – Discussion pursuant to Section 54957. General Manager/CEO Compensation.

President Lewis reported that no action was taken by the Board during Closed Session, and advised that the Board would return to Closed Session to discuss Items 4 and 5 upon adjourning Open Session.

**PLEDGE OF ALLEGIANCE**

President Lewis called Open Session to order at 9:40 a.m. Director Daniels led the Pledge of Allegiance.

Staff in attendance included General Manager/CEO Schultz, Chief Financial Officer Marple, Parks and Facilities Manager Long, Planning and Engineering Manager Stelter, Utility Operations Manager Begin, Construction Administrator Butterworth, Contracts & Planning Coordinator Gibbons, Human Resources Technician Keechler, Executive Assistant Emmerich, and Board Secretary Potts. Counsel Eskind was also present.

**REVIEW OF AGENDA:** No additions or deletions were made to the agenda.

**PUBLIC FORUM (9:40 a.m.):** There being no public present to address the Board regarding matters not on the agenda, President Lewis closed Public Forum at 9:40 a.m.

**9:45 A.M.: EMPLOYEE ANNIVERSARIES**

- **5 Years** – Tripp Walker & Josh Ramey
- **10 Years** – Anna Sutton
- **20 Years** – Karey Pedersen

Customer Service Representative Anna Sutton and Purchasing Technician Karey Pedersen were present to receive their 10 and 20 year service awards from the Board. Park and Facilities Maintenance Workers Tripp Walker and Josh Ramey were not present. General Manager Schultz recognized the four employees for their years of service. Chief Financial Officer Marple, direct supervisor to both in attendance, thanked Anna and Karey for their years of service, and spoke of their various duties providing invaluable assistance to his department, and the District. The Directors congratulated the employees, and posed for a picture to commemorate the milestone anniversaries.

**10:00 A.M.: Request to Name the North Tahoe Regional Park Tennis Courts after George Gallante**

A discussion was held at length between the Board and community members requesting that the District name the tennis courts in the North Tahoe Regional Park after tennis instructor and long-time volunteer George Gallante in memory of his efforts. Many individuals commented on this request with statements made by community members Omer Rains, Marion Bach, Mary Cushing, Mark Scully, Joe Huelle, and Patty Orlando.

Director Bergmann addressed those present noting that the Board had approved placing a plaque honoring Mr. Gallante at the tennis courts, and requested that this be completed in order to recognize him. President Lewis noted that contributions could be made to the Friends of the Park fund through the Tahoe Truckee Community Foundation which was set up for requests like this one. Director Daniels recommended that the District adopt a policy for naming District facilities before making this decision.

Direction was given to staff to develop a policy for memorializing and/or naming District facilities, and to bring a policy to the Recreation and Parks Committee for review and consideration. She noted that this request was brought before the Recreation and Parks Committee Members (Directors Daniels and Thompson) but no recommendation was made by the Committee because there was no consensus of opinion reached. The matter was tabled until this is accomplished, and is to be brought back to the Board at their meeting in August. This timed item was closed at 10:45 a.m.

**CONSENT CALENDAR:** The following consent calendar items were presented for approval. No discussion was held regarding the items presented.

1. Approve Accounts Paid in the amount of \$358,414.89, and Payable in the amount of \$77,704.43, with conflicts for Director Bergmann in the amount of \$742.10 for the Vendor, Rainbow Printing, for the period from April 16, 2013 through May 13, 2013.
2. Approve Minutes of the April 16, 2013 Regular Board Meeting.
3. Authorize General Manager to Execute Agreement with the California Tahoe Conservancy for Beach Maintenance Services through June 30, 2014.

**MOTION: Director Daniels moved to approve the Consent Calendar with noted Accounts Paid and Payable conflicts for Director Bergmann. Upon second by Director Ferrell, the motion carried unanimously (5-0) by roll call vote.**

## **MANAGEMENT TEAM INFORMATIONAL UPDATES**

### **Finance Department Report**

#### **a. Review and Discuss Monthly Financial Statement through March 2013**

#### **b. Treasurer's Report**

Chief Financial Officer Marple presented the Monthly Financial Statement and Treasurer's Report for March 2013. Utility Operations Manager Begin noted an increased budget amount required for three diesel retrofits of District vehicles. Alternatives to the retrofit were recommended, including options such as full vehicle or motor replacement. He stated that he had investigated alternatives and determined that because of the State of California's move toward natural gas vehicles, the most cost effective alternative is to retrofit the vehicles. No other questions or comments were made regarding the reports.

### **Park and Facilities Department Report**

Park and Facilities Manager (PFM) Long discussed progress on a grading permit being sought for the sand at the Kings Beach State Recreation Area (KBSRA), and advised the Board that she had received a \$500 grant for the Community Garden in the North Tahoe Regional Park (NTRP) which will allow for the addition of several new raised beds for new gardeners. She noted that community members Paul and Toni Smith are growing produce for donation to Project MANA. Director Ferrell wants to increase collection of user fees, especially for parking, tennis, and soccer, and he requested that PFM Long develop a plan for doing so. District resident Joe Huelle supports collecting fees from the facility users. Director Bergmann inquired about the number of labor hours received by the District from community service workers, and PFM Long advised him that we receive approximately 10,000 hours annually with 75% of the hours being spent at the KBSRA. President Lewis noted that the playground in the NTRP was filled to capacity on Mother's Day (5/12), and looked very well maintained. PFM Long commended Park and Facility Maintenance Worker, Josh Ramey for excellent maintenance of the playground.

### **Planning and Engineering Department Report**

Contracts and Planning Coordinator (CPC) Gibbons advised the Board that she will be placing the 2010 Urban Water Management Plan (UWMP) on next month's agenda for the purpose of a required Public Hearing. After receiving input from the public hearing, which will be posted in the local newspaper, it will be brought before the Board for re-adoption at a subsequent meeting. The Brook Avenue Sewer Main Replacement Project will begin soon, and the District has requested road closure during the project

from Placer County Road Department. Planning and Engineering Manager Stelter stated that the District is ready for work to begin on the Kings Beach Commercial Core Improvement Project (KBCCIP), but work may be delayed due to funding issues being experienced by Placer County. The New Base Facilities Project will be going through the Tahoe Regional Planning Agency (TRPA) permitting process in the next few weeks, and design review with Placer County immediately thereafter. Right of way conflicts shown on the subdivision maps at base are being addressed, and TRPA will issue a permit for the project only after resolution.

### **Utility Operations Department Report**

Utility Operations Manager (UOM) Begin reported work being completed by the District's operations crews, including jet rodding, sewer line cleaning and closed circuit televising in the Carnelian Bay area, as well as a bypass of Stations C1 and C2 near Gar Wood's to replace faulty valves. He also noted an increase in the number of Underground Service Alerts (USA's) over the previous season. Training and contact hours required for obtaining and maintenance of the State of California Department of Health Services T1 and T2, and D1 and D2 Certifications for Water Treatment and Distribution were addressed, underscoring the District's requirement to maintain a sufficient number of employees with these certifications for operation of a public water system.

### **NEW BUSINESS**

#### **Reorganization Plan**

General Manager Schultz summarized the plan for reorganization being presented to the Board, which had been previously presented to the Personnel Committee. The plan involved several employees, classified and unclassified, whose job duties were expanding based on the needs of the District. It also included the addition of a new position, Park and Facilities Coordinator I/II, in the Park and Facilities Department which would assist the District in marketing facilities, and coordinating outside and special events, community leisure services, and recreation and parks programs.

**MOTION: After discussion, Director Ferrell moved to approve the reorganization plan proposed by General Manager Schultz. Upon second by Director Thompson, the motion carried unanimously by roll call vote to approve staff's recommendation for reorganization as presented (5-0).**

#### **Authorize General Manager to Execute Development Agreement for Cedar Flat Sewer Realignment, SCADA Antenna Relocation, D-3 Vent Relocation and Underground Electric Project.**

The agreement with Bruce Olson Construction, Inc. provides for relocation of the sewer main servicing three parcels, and a new access easement with Bruce Olson Construction, Inc. providing the required engineering.

**MOTION: Upon motion by Director Daniels and second by Director Bergmann, the Board voted to authorize General Manager Schultz to execute the agreement. The motion carried unanimously (5-0).**

**2013-2014 Fiscal Year Draft Budget Presentation 12:10 p.m.**

Chief Financial Officer Marple presented the Draft Budget which he prepared using the budget parameters adopted in March which included no provision for rate increases with the exception of Sewer and Water Connection fees which increase annually based on the Consumer Price Index, Property Tax revenues estimated at the same level as actual (0% increase) and the use of reserves for the Dollar Hill Sewer Station Rehabilitation and New Base Facilities Projects. Because of the deficit in Recreation and Parks, General Manager Schultz requested that the Board consider leaving the amount to be donated to the Boys and Girls Club the same as 2012-2013 rather than increasing it by 2% as has been done in the past. He noted with Board concurrence that the need of the Parks Department for additional funding exceeds that of any other department, and the Boys and Girls Club at this time.

Chief Financial Officer Marple noted that he would present the 2013-2014 Fiscal Year Budget for adoption at the Regular Meeting scheduled for June 11, 2013.

### **CORRESPONDENCE**

#### **Correspondence to/from the Tahoe Truckee Community Foundation regarding the North Tahoe Prescription Drug Safe Disposal Project**

The District's participation in the project in conjunction with Tahoe City PUD and Placer County Sheriff's Office was discussed.

### **GENERAL MANAGER/CEO COMMENTS**

No comments.

### **BOARD OF DIRECTORS COMMENTS**

No comments.

### **CLOSED SESSION**

There being no further business in Open Session to be considered by the Board, the meeting adjourned to Closed Session at 1:00 p.m. Upon adjourning to Open Session, President Lewis reported that General Manager Schultz' compensation was discussed.

#### **MOTION: The Board voted unanimously (5-0) to increase General Manager Schultz' annual salary by \$10,000.**

President Lewis also reported that direction was given to General Manager Schultz to offer the Stoker Property for purchase by Placer County and the California Tahoe Conservancy, allowing thirty (30) days to respond with any interest in purchasing the property before making it available to the general public.

### **ADJOURNMENT**

The meeting was adjourned at 1:45 p.m.

**Marianne Potts**  
**Board Secretary**