

**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  
March 9, 2010**

**CALL TO ORDER**

The Regular Meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday March 9, 2010 at the North Tahoe Event Center in Kings Beach, California. President Lewis called the meeting to order at 8:30 A.M. Present were Directors Bergmann, Daniels, Ferrell, and President Lewis. Director Mooney was absent. A quorum was established.

**A. CLOSED SESSION AGENDA**

The following was discussed in Closed Session:

- 1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION Discussion pursuant to subdivision (b) of Section 54956.9. Name of case: North Tahoe Public Utility District vs. The Garwood Building**
- 2. CONFERENCE WITH LEGAL COUNSEL – POTENTIAL LITIGATION Discussion pursuant to Section 54956.9. Name of Case: East Bay Street**
- 3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Discussion pursuant to Section 54957. Title: General Manager/CEO**

**B. ESTABLISH QUORUM/PLEDGE OF ALLEGIANCE**

President Lewis convened Open Session at 10:09 A.M. He reported that an Ordinance amending General Manager/CEO Aaron's employment contract will be presented for approval at the April Board meeting.

**ROLL CALL:** Present were Directors Bergmann, Daniels, Ferrell, and President Lewis. Director Mooney was absent. A quorum was established.

Staff present were General Manager/CEO/Clerk of the Board Aaron, Park and Facilities Manager Long, Utility Operations Manager Hopkins, Engineering Administrative Assistant Gibbons, Engineering Technician Berry, Sr. Financial Analyst Rosenthal, Human Resources Specialist Keechler, Executive Assistant Lefrancois, and Board & Records Secretary Potts. Also present were Legal Counsel Eskind and Recording Secretary Friedman.

**C. REVIEW AGENDA**

The agenda was approved by affirmation. The Board reserves the right to take items out of order.

**D. TIMED ITEMS:**

**1. 10:05 A.M. PUBLIC COMMENTS**

There were no comments on items not on the agenda.

**2. 10:15 A.M. Presentation by Ron Ley, Damore Hamric and Schneider, Inc. – Audit Report for Fiscal Year 2008-2009 (Item G2)**

Ron Ley of Damore Hamric and Schneider, Inc. presented the results of the audit report for Fiscal Year 2008/09 and recommendations for improvements. **ACTION:** At the April Board meeting, the Finance Committee will present the operational changes implemented as a result of the Auditor's recommendations.

## **E. CONSENT CALENDAR**

Item E3 was removed from the Consent Calendar and continued to the April Board meeting.

**ACTION: Motion was made by Director Bergmann, seconded by Director Daniels, and carried by Roll Call Vote approving the Consent Calendar, with the exclusion of Item E3. Director Bergmann abstained from voting on conflicts of interest noted on the Accounts Paid and Payable.**

- 1. Accounts Paid in the amount of \$230,455.17 and Payable in the amount of \$244,672.75 for the period from February 9, 2010 to March 8, 2010**
- 2. Minutes of the February 9, 2010 Regular Board Meeting**
- 3. Approve Job Descriptions for Construction Administrator, Systems Coordinator, and Planning and Contracts Coordinator – *Continued to April Meeting.***
- 4. Authorize General Manager to Execute Task Order 004 with Harris & Associates and Budget Adjustment for Kings Beach Watershed Improvement Project (#1020)**
- 5. Approve Items for Surplus and/or Donation or Disposal: Cellular Phones, File Server**
- 6. Authorize Budget Adjustment for Utility Relocations for Caltrans Highway 28 EIP (#0920)**
- 7. Authorize General Manager or Designee to File Notice of Exemption for Zone 1 Water Tank Line Installation**

## **F. MANAGEMENT TEAM INFORMATIONAL UPDATES**

- 1. Management Services Department Report**
  - a. Review and Discuss Monthly Financial Statement through January 2010**
  - b. Treasurer's Report**

The Board reviewed the reports submitted.

### **2. Parks and Facilities Department Report**

Park and Facilities Manager Long presented her report. Discussion followed regarding the rental fees and occupancy of the North Tahoe Event Center. **ACTION: The Recreation Committee was asked to review the rental fee schedule for the North Tahoe Event Center and investigate new methods of local outreach as a means of increasing occupancy in the facility.**

- a. Draft Minutes of February 24th Recreation and Parks Commission Meeting**

### **3. Planning and Engineering Department Report**

Engineering Administrative Assistant Gibbons presented the Planning and Engineering Department report. She distributed a graphic showing the areas in Kings Beach where Placer County will be completing watershed improvements in 2011 and explained the District's involvement in the projects.

General Manager Aaron commended Engineering Administrative Assistant Gibbons on the job she is doing to remain up-to-date and keeping him informed on projects such as the stormwater improvement work.

### **4. Utility Operations Department Report**

There were no questions from the Board regarding Utility Operations Manager Hopkins report.

### **5. Human Resources and Risk Management Quarterly Report**

Human Resources Specialist Keechler presented the Human Resources and Risk Management Quarterly Report, detailing how Workman's Compensation rates are determined and actions taken by the District to reduce rates.

## **G. NEW BUSINESS**

### **1. Utility Operations Management Plan**

Utility Operations Manager Hopkins presented a plan delegating his tasks amongst several key employees as a guideline for how the Department will function during his upcoming military deployment.

**2. Timed Item D.2 – Audit Report for Fiscal Year 2008-2009**

**3. Variance Request for Denny’s Trailer Park (APN 090-124-024)**

**ACTION: Motion was made by Director Ferrell, seconded by Director Bergmann, and carried unanimously, to deny the Variance Request for Denny’s Trailer Park (APN 090-124-024).**

**H. OLD BUSINESS**

**1. Recreation & Parks Commission SnowFest Pancake Breakfast 3/13/10**

Park and Facilities Manager Long reviewed the specifics of the Pancake Breakfast and Parade on March 13, 2010, and gave instructions to volunteers for the events.

**I. CORRESPONDENCE**

The Board reviewed all correspondence.

**J. GENERAL MANAGER/CEO COMMENTS**

**1. Budget Assumptions & Requirement for Fiscal Year 2010-2011**

General Manager Aaron distributed a draft of the Budget Assumptions for review by the Board prior to the Budget Workshop in May. **ACTION:** Review of the budget assumptions will be placed on the April Board agenda in order to determine budget parameters for the Budget Workshop in May.

**2. Placer County Local Agency Formation Commission (LAFCO) Correspondence Regarding Call for Nomination – Special District Representative: Discussion and Direction**

The Board discussed the call for nomination of a special District representative by LAFCO.

**K. BOARD OF DIRECTOR’S COMMENTS**

**ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 12:56 P.M. The next scheduled meeting of the North Tahoe Public Utility District Board of Directors is Tuesday, April 13, 2010 at 8:30 A.M.

Respectfully submitted,  
Judy Friedman, Recording Secretary  
THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS