

**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  
April 13, 2010**

**CALL TO ORDER**

The Regular Meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday April 13, 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 Mooney, Bergmann, Daniels, Ferrell, and President Lewis. 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 (a) 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 subdivision (b) (1) of Section 54956.9. Number of cases: Three

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

President Lewis convened Open Session at 9:15 AM. Per District rules, an evaluation of General Manager Aaron was completed and will be filed in his personnel file

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

Staff present was General Manager/CEO/Clerk of the Board Aaron, Parks and Facilities Manager Long, Utility Operations Manager Hopkins, Engineering Administrative Assistant Gibbons, 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. PUBLIC PRESENTATION**

**1. DISTRICT WEBSITE DEMONSTRATION**

Executive Assistant Lefrancois presented the District's recently updated website, noting improvements in the site, increased ease of navigation, access to information, a calendar listing public meetings and events, and photographs of the operations and facilities of the North Tahoe Public Utility District. General Manager Aaron thanked Executive Assistant Lefrancois for her efforts in completing the project.

**E. TIMED ITEMS:**

**1. 9:05 a.m. PUBLIC COMMENT**

There were no items not on the agenda

**F. CONSENT CALENDAR**

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

1. Approve Accounts Paid in the amount of \$341,198.55 and Payable in the amount of \$239,434.64 for the period from March 9, 2010 to April 12, 2010.
2. Approve Minutes of the March 9, 2010 Regular Board Meeting.

3. Award Professional Services Agreement for Information Technology Services.
4. Adopt Resolution 2010-04 A Resolution of the Board of Directors of the North Tahoe Public Utility District Approving Job Descriptions for Construction Administrator, Systems and Mapping Coordinator, and Contracts and Planning Coordinator.
5. Adopt Ordinance 380, An Ordinance of the Board of Directors of the North Tahoe Public Utility District Amending the General Manager/CEO Services Contract.
6. Award Bid and Authorize General Manager to Execute Contract for Utility Potholing Services.
7. Award Bid and Authorize General Manager to Execute Contract for Caltrans Highway 28 EIP Waterline Relocations.
8. Adopt Resolution 2010-05, A Resolution of the Board of Directors of the North Tahoe Public Utility District Declaring the Intent of the District to be Reimbursed for Certain Capital Expenditures from the Proceeds of Indebtedness.
9. Approve Contract Change Order No. 1 and Budget Adjustment for the Tahoe Vista Recreation Area Dredging Project (#1025).
10. Adopt Resolution 2010-06 A Resolution of the Board of Directors of the North Tahoe Public Utility District Declaring an Election be Held in its Jurisdiction; Requesting the Board of Supervisors to Consolidate this Election with any other Election Conducted on Said Date; and Requesting Election Services by the County Clerk.
11. Adopt Resolution 2010-07 A Resolution of the Board of Directors of the North Tahoe Public Utility District Extending District Fire Hydrant and Line Extension Installation Policy for Fiscal Year 2010/2011.

## **G. MANAGEMENT TEAM INFORMATIONAL UPDATES**

### **1. Management Services Department Report**

#### **a. Review and Discuss Monthly Financial Statement through February 2010**

The Financial Statement was reviewed. Director Bergmann suggested a workshop be held regarding financing for the Event Center.

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

The Board reviewed the report submitted.

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

Parks and Facilities Manager Long distributed a list of reservations for the Event Center and recommended strategies to increase bookings. Discussion followed regarding the use of the ball fields at the North Tahoe Regional Park and the maintenance costs after league play ends.

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

Engineering Administrative Assistant Gibbons presented the Planning and Engineering Department report. Discussion followed regarding the schedule for the Kingswood project. The bid schedule and process will be reviewed by the Development and Planning Committee. Director Bergmann requested that staff prepare a timeline for the Capital Improvement Plan (CIP) in order to evaluate cash flow schedules for financing purposes.

Engineering Administrative Assistant Gibbons asked the Board to consider holding a Special Meeting later this month in order to award bid for the Zone 1 Water Tank project, pending approval by the Tahoe Regional Planning Agency (TRPA). It was agreed that a Special Meeting of the Board for approval of the Zone 1 Water Tank project would be held on Tuesday April 27th at 12:00 P.M..

General Manager Aaron commended Engineering Administrative Assistant Gibbons for working so effectively with Placer County and the Tahoe Regional Planning Agency to get projects approved and moving forward.

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

Utility Operations Manager Hopkins presented his department's report.

### **5. Board and Records Secretary Report**

Board & Records Secretary Potts explained the California State reimbursement for Mandated Costs for Brown Act meetings and the amount the North Tahoe Public Utility District will receive.

#### **H. NEW BUSINESS**

##### **1. Adopt Resolution 2010-08 A Resolution of the Board of Directors of the North Tahoe Public Utility District Commending Intern Jennifer Pomaes for Outstanding Service during her Internship with the District's Parks Facilities Department.**

Parks and Facilities Manager Long explained the tasks Jennifer Pomaes has performed this spring as an intern for the Parks Facilities Department and presented the proposed Resolution.

**ACTION: Motion was made by Director Bergmann, seconded by Director Daniels, and carried unanimously by Roll Call Vote to adopt Resolution 2010-08.**

#### **I. OLD BUSINESS**

##### **1. Determine Budget Parameters for Fiscal Year 2010-2011**

Chief Financial Officer Marple distributed Key Budget Assumptions draft for Board review. Discussion followed and direction was given for the Budget Workshop.

##### **2. Report on Pancake Breakfast Fundraiser**

Parks Facilities Department Intern Pomaes reviewed the challenges of the event and made recommendations for next year. The District's entry into the Kings Beach Snowfest Parade won the "Most Spirited" award from SnowFest.

#### **J. CORRESPONDENCE**

The Board reviewed all correspondence.

#### **K. GENERAL MANAGER/CEO COMMENTS**

##### **1. Schedule Special Meeting for Award of Zone 1 Water Tank Project**

This item was approved in Item G3.

##### **2. Budget Workshop: Second Meeting - May 18, 2010**

This date was confirmed and set for 8:00 A.M.

##### **3. Election of a Special District Representative to Placer County Local Agency Formation Commission (LAFCO)**

Direction was given to General Manager Aaron to vote for the incumbent representative.

#### **L. BOARD OF DIRECTOR'S COMMENTS**

Director Bergmann anticipates two Finance Committee meetings regarding the CIP prior to the Budget Workshop.

#### **ADJOURN**

There being no further business to come before the Board, the meeting was adjourned at 12:28 A.M.

A Special Meeting of the Board will be held on Tuesday April 27, 2010 at 12:00 P.M. The next regular meeting of the North Tahoe Public Utility District Board of Directors will be held Tuesday, May 11, 2010 at 8:30 A.M.

Respectfully submitted,

Judy Friedman, Recording Secretary

THE PAPER TRAIL SECRETARIAL & BUSINESS SOLUTIONS