

**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, December 8, 2015 at 1:00 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, December 8, 2015. Present at the meeting were President Bergmann, Directors Lewis, Ferrell, Daniels and Thompson, comprising the full Board and establishing a quorum.

President Bergmann called the meeting to order at 1:00 p.m. and went into Closed Session.

1:05 P.M. - CLOSED SESSION

Pursuant to the Government Code, the Board of Directors held a Closed Session to discuss the following:

PUBLIC EMPLOYMENT – *Discussion pursuant to Section 54957.* Position: General Manager/CEO.

No action was taken. President Bergmann opened the meeting.

OPEN SESSION/PLEDGE OF ALLEGIANCE/REVIEW AGENDA

Staff in attendance included General Manager Whitelaw, Chief Financial Officer Marple, Engineering and Operations Manager Stelter, Interim Park and Facilities Manager Long, Technology/Public Information Administrator Emmerich and Executive Assistant/Board Secretary Potts.

Strategic Planning items on the agenda identified as G-4 were tabled to be heard at a Special Meeting scheduled for 4 p.m. today.

Director Thompson led the Pledge of Allegiance.

TIMED ITEMS:

2:05 p.m. PUBLIC COMMENT

District resident Joe Huelle stated that he is confused by the District's website. He asked that the Board taken items that would not be of interest to closed session. Mr. Huelle also asked that the Board hold an open house for the new administrative building. Mr. Huelle was invited to and advised that a publicized open house was scheduled for the following day, December 9th. District resident Dan Daniels stated that he is concerned about maintaining ownership of the District's park should they be combined with parcels offered by the California Tahoe Conservancy. No other members of the public were present to address the Board on items not on the agenda, and Public Comment was closed.

PUBLIC HEARING (2:15 P.M. Timed Item)

Public Hearing for Brook and Trout Water Service Relocation Project: Establish Timeline for Private Water Service Relocations as part of the Brook and Trout Water Service Relocation Project

President Bergmann recused himself from the discussion and moved to the audience due to a conflict because he owns property in the project area.

Vice President Daniels opened the Public Hearing at 2:15 p.m.

Engineering and Operations Manager Stelter discussed the project and noted that some services have already been hooked up to the new main, and noted that this was a good opportunity to coordinate the work with the Kings Beach Commercial Core Project resulting in minimal work by the District to accomplish the relocation.

District resident John Hassenplug inquired about the specific streets affected. No other comments were voiced by the public.

Vice President Daniels closed the Public Hearing at 2:25 p.m.

MOTION: Director Lewis moved to establish a timeline of September 1, 2017 for private water service relocations as part of the Brook and Trout Water Service Relocation Project. The timeline was established upon second by Director Ferrell, and the motion carried (4-0) with President Bergmann abstaining.

President Bergmann returned to his seat at the Board table and continued to chair the meeting.

CONSENT CALENDAR: The following consent calendar items were presented for approval. Director Bergmann noted his specific conflicts with accounts paid and payable. The minutes of the November 10th meeting were not submitted and were pulled from the consent calendar and tabled for approval at the regular meeting in January 2016.

1. Approve Accounts Paid and Payable for the period from November 10, 2015 through December 7, 2015
2. Approve Minutes of the November 10, 2015 Regular Board Meeting
3. Authorize General Manager to File Notice of Completion for CCTV Inspection Services
4. Authorize General Manager to Execute Amendment to Professional Services Agreement with Bay Area Coating Consultants for the Kings Beach Tank Rehabilitation Project (#1510)

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

MANAGEMENT TEAM INFORMATIONAL UPDATES

General Manager/CEO Report

General Manager Whitelaw reported to the Board that the Firestone property transaction has been completed with the exception of a vote by the California Tahoe

Conservancy Board which will be held at its meeting later in the month. He discussed the grant currently being worked on by Interim Park and Facilities Manager Long which will provide funding for the upper restroom and asphalt in the parking area. Director Lewis asked staff to work with Placer County to obtain additional funding needed to relocate the basketball court currently in that location. Director Thompson asked if the permit would be in place for the new restrooms and ADA path leading to the dog park in order to begin construction in the spring, and General Manager Whitelaw advised that it is staff's goal to accomplish this. He also noted that staff is looking at a sole sourcing for pre-fabricated restrooms suitable for the project.

Technology and Public Information Administrator Report

Technology and Public Information Administrator Emmerich provided her report and discussed specifics of the administrative building dedication which will begin the following day (12/9) at 3 p.m. and requested that the Board arrive earlier for photographs which will be taken of the Board and staff. Ms. Emmerich noted that she has concerns about the District's internet service through Charter and is looking at possibly changing services in order to address her concerns and telephone issues related to a rollover to analog. The process for taking video of Board meetings was discussed and she advised that it will be brought back for consideration in January.

Accounting Department Report for October 2015

a. Monthly Financial Statement

b. Treasurer's Report

Chief Financial Officer Marple provided the monthly financial statement for October 2015 and reported that expenses were on track with the budget with the exception of utilities which are high at this point in the budget as expected. The Treasurer's Report was discussed with a focus on the vehicle replacement policy and reserve funds set aside for that purpose.

Park and Facilities Department Report

Interim Park and Facilities (P&F) Manager Long advised that Dog Day has continued to raise \$8,400 in funds since the opening of the dog park by placing dedication plaques on sections on the fence. She thanked and recognized volunteerism by the scout troop performing work recently in the community garden.

Recreation and Parks Commission Update (3:00 p.m. Timed Item)

Recreation and Parks Commissioner Nathan Chorey reported on recommendations made at the November commission meeting stressing the urgency of determining a funding source for the Park and Facilities Department. Alternate Commissioner Alex Mourelatos was also present to address the Board and urge them to take action quickly on their recommendations. He noted that the reason for the action was that the Commission realized that they are unable to move forward in the duties assigned within the Commission By-Laws without a stable funding source. President Bergmann invited the commissioners to stay for the discussion on recreation funding to take place at the special meeting scheduled for 4 p.m.

Planning and Engineering Department Report

Engineering and Operations Manager (EOM) Stelter presented his report regarding recent projects within the department with discussion specific to removal of the park maintenance building from the District's Base Facilities project permit. The Board

directed Mr. Stelter to proceed with the District's comment letter on the Martis Valley West Parcel Specific Draft EIR and to share it with interested community members.

Utility Operations Department Report

EOM Stelter provided the report noting that there will be an annual Sewer and Water Committee Meeting between the District's committee and Tahoe City Public Utility District's committee. He noted that work orders necessary were generated by the Operations jet-rodding crew in conjunction with work completed by the District's CCTV inspections performed.

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. He invited the Board to attend a tour of the T-TSA facility asking for it to be scheduled during the fourth week of January.

OLD BUSINESS

Discussion, Update, and Possible Actions regarding the Reorganization of local Public Utility Districts

General Manager Whitelaw stated that this item had been brought back to the Board at the direction of the Board and introduced District resident Randy Hill. Mr. Hill stated that he has made ten presentations to local special districts and service groups. He proposed that the Board agree to have a joint meeting of the Board during the first quarter of 2016. Director Thompson recommended that the Board directs General Manager Whitelaw to meet with Tahoe City PUD General Manager Cindy Gustafson to develop a plan to move forward and bring that discussion back to the Board, and appoint a committee consisting of two directors from each district and the General Managers from both districts. This direction was approved by consensus and ad hoc committee appointments will be made at the January meeting.

Approve Budget Adjustment, Award Bid, and Authorize General Manager to Execute Agreement for National Avenue Water Treatment Plant Improvement Project Phase 2 (#1220)

MOTION: Director Lewis moved to approve a budget adjustment in the amount of \$71,000, award bid to Creekside Electrical Contractors, and authorize General Manager Whitelaw to execute an agreement in the amount of \$90,475 for the National Avenue Water Treatment Plant Improvement Project Phase 2. Upon second by Director Thompson, the motion carried unanimously (5-0).

Authorize Board President to Execute Deed Restrictions for the Base Facilities Project

EOM Stelter explained the project area deed restriction and deed restriction for the BMP system required as conditions of the TRPA permit for the Base Facilities Project. The recording of the deed restrictions authorized by the recommended action will allow for the release of the District's security deposit.

MOTION: Upon motion by Director Lewis and second by Director Thompson, the Board voted to authorize President Bergmann to execute the recommended deed restrictions for the Base Facilities Project. The motion carried unanimously (5-0).

NEW BUSINESS

Authorize General Manager to Execute Site Access Agreement with Placer County for Former Tahoe Vista Animal Shelter

General Manager Whitelaw presented the agreement for approval, and noted that funds for any necessary improvements for use of the animal shelter would be from the Park Maintenance Building budget. He noted that because Placer County can take back the building if needed in the future, improvements would be minimal in cost.

MOTION: Upon motion by Director Lewis and second by Director Daniels, the site access agreement was approved. The motion carried unanimously (5-0).

Adopt Resolution 2015-17 Confirming Commitment to Placer County Dedication Fee Program to Use Park Dedication Fees for the Demolition and Replacement of the Upper Park Restroom and Overlayment of Asphalt Parking Lot Surrounding the Restroom in the North Tahoe Regional Park

A discussion was held regarding the project and the Board directed staff to investigate increasing the funding to facilitate moving the basketball court currently located at this location.

MOTION: Director Daniels moved to adopt Resolution 2015-17 confirming commitment to Placer County Dedication Fee Program for the demolition and replacement of the upper park restroom and overlayment of the asphalt parking lot surrounding the restroom in the North Tahoe Regional Park. She also noted the Board's direction to include increased funding for the relocation of the basketball court in the grant if possible. Upon second by Director Ferrell, the motion carried unanimously (5-0) by roll call vote.

President Bergmann adjourned the meeting at 4:00 p.m. in order to hold the special meeting scheduled to consider the Strategic Plan and related topics.

The Regular Meeting was reopened after the conclusion of the special meeting at 6:00 p.m.

BOARD ORGANIZATIONAL MATTERS

1. Set Regular Board Meeting Dates, Time, & Location for 2016

Regular Meetings during 2016 were set for the second Tuesday of each month at 2 p.m. at the North Tahoe Event Center.

2. Selection of Officers for 2016 (President, Vice-President, and Secretary)

Nominations were made to keep the same officers for 2016 as elected in June 2015. Officers are: President John Bergmann, Vice-President Sue Daniels and Secretary Phil Thompson.

3. Committee Assignments were made as follows:

- a. Finance Committee:** Director Daniels and President Bergmann
- b. Development and Planning Committee:** Directors Lewis and Thompson
- c. Recreation and Parks Committee:** Directors Daniels and Ferrell
- d. Personnel Committee:** Directors Ferrell and Thompson
- e. Tahoe-Truckee Sanitation Agency Representative:** Director Lewis

MOTION: Director Thompson moved to set the regular meeting date, time and location for 2016 as noted above; and to keep officers elected in June 2015 (noted

above) the same through December 2016. Upon second by Director Daniels, the motion carried unanimously (5-0).

ADJOURNMENT

MOTION: Director Lewis moved to adjourn the meeting to Monday, December 14th at 8 a.m. in order to discuss and execute an employment agreement with General Manager/CEO Whitelaw. Upon second by Director Daniels, the motion carried unanimously (5-0).

President Bergmann adjourned the meeting at 6:15 p.m. to December 14, 2015 at 8:00 a.m. to be held at the District's Administrative Offices in Tahoe Vista.

Marianne J. Potts
Board Secretary