

**MINUTES OF THE
NORTH TAHOE PUBLIC UTILITY DISTRICT BOARD OF DIRECTORS MEETING
North Tahoe Community Conference Center
8318 North Lake Boulevard, Kings Beach, CA 96143
November 18, 2008**

CALL TO ORDER

President Lewis called the meeting to order at 9:00 AM Present were Directors Bergmann, Mooney, Daniels, Ferrell, and President Lewis. A quorum was established.

A. CLOSED SESSION AGENDA

Closed Session was convened at 9:03 AM to consider:

1. Conference with Labor Negotiator – Pursuant to Section 54957.6 of the Government Code.

Agency Negotiator: Curtis Aaron

Employee Organization: Management/Confidential Employees

Draft Confirmation of Understanding

Closed Session was recessed at 10:00 AM. No action was reported.

B. CALL TO ORDER – ROLL CALL - PLEDGE OF ALLEGIANCE

President Lewis called Open Session to order at 10:09 AM. Present were Directors Bergmann, Mooney, Daniels, Ferrell, and President Lewis. A quorum was established.

Staff present was General Manager/CEO Aaron, Public Works Director Schegg, Parks and Facilities Manager Long, Chief Financial Officer Marple, Chief Engineer/Acting Operations Manager Goebel, and Acting Clerk of the Board and Executive Assistant Lefrancois. Also present were Counsel Neil Eskin and Judy Friedman, Recording Secretary.

C. PUBLIC PRESENTATIONS

1. Presentation of Resolution 2008-20 to Susan Reichert

Parks and Facilities Manager Long presented the previously passed resolution in memory of Parks Commissioner John Reichert to his wife, Susan. Ms. Riechert thanked the District for this remembrance.

D. REVIEW AGENDA

The Board reserves the right to take items out of order.

E. TIMED ITEMS

1. PUBLIC COMMENTS

Phil Thompson congratulated Directors Mooney, Bergmann, and Ferrell on their re-election to the Board.

2. Recreation and Parks Commissioner Appointments.

F. CONSENT CALENDAR

Item F3 was pulled for a presentation.

Director Daniels asked about Item F4. Chief Engineer Goebel explained the adjustment requested, noting that there was an oversight in the budget as these fund allocations were omitted in the adopted budget for fiscal year 2008-2009, although the funding amount was included in the approved in the Capital Improvement Projects (CIP).

Director Mooney asked about the term “collections agreement” in Item F5. PFM Long explained the nomenclature given by the Forest Service for getting the environmental documents completed.

Director Mooney asked about the facility referred to in Item F6. General Manager Aaron said that an emergency service trailer would be stored on District property.

It was moved by Director Bergmann and seconded by Director Daniels to approve the Consent Calendar, except item F3. ROLL CALL VOTE: Ayes: Directors Mooney, Bergmann, Daniels, and President Lewis. Noes: None. Directors Bergmann and Mooney abstained from voting on any conflicts of interest noted on the Accounts Paid and Payable. Motion carried.

Item F3 – Maris Janson from Boyle Engineering narrated a Power Point presentation reviewing the work that has been to date and the five remaining tasks requested in Item F3. Discussion followed regarding the anticipated costs and details of the work. **ACTION: Staff was asked to provide a report on the scope of work for the project and timeline for completion.**

It was moved by Director Ferrell and seconded by Director Bergmann to approve Consent Calendar Item F3. ROLL CALL VOTE: Ayes: Directors Mooney, Bergmann, Daniels, and President Lewis. Noes: None. Motion carried unanimously.

The following was approved in the Consent Calendar:

1. Accounts Paid in the amount of \$477,271.83 and Payable in the amount of \$177,768.10 for the period from October 14, 2008 to November 18, 2008
2. Minutes of October 14, 2008 Board of Director’s Meeting
3. Amend Master Services Agreement with Boyle Engineering to include work assignment number 2 for National Avenue Water Treatment Plant Controls Work.
4. Budget Adjustment for the Kingswood Stairs Project.
5. Collections Agreement with the US Forest Service for Work Related to the North Tahoe Regional Bike Trail.
6. Facility Use Agreement with the American Red Cross.

G. MANAGEMENT TEAM INFORMATIONAL UPDATES

1. Chief Financial Officer

a. Review and Discuss Monthly Financial Statement through September 2008

Specific line items were reviewed.

b. Treasurer Report

The Board reviewed the report.

c. Water Revenue Projections and Planning for Upcoming Water CIP Projects.

Chief Financial Officer Marple narrated a Power Point presentation reviewing approved CIP projects and provided a financial overview and analysis. The challenges in today’s economy were considered. CFO Marple recommends a Financial Advisor be brought in to consult with the District on the options available given the uncertain economy. The Board discussed the options available for funding and adjustments to the CIP that may have to be considered.

2. Parks and Facilities Manager

i. Draft Minutes of November 5, 2008 Recreation and Parks Commission

Director Bergmann asked about the inspection of the quagga mussel. PFM Long explained the boat launch could only be open when a trained inspector is present. If the District needs to bear the cost of an inspector, the boat ramps might only be open for specific hours. The District’s liability with the inspections was discussed.

ACTION: The proposed skateboard park at the North Tahoe Regional Park is to be agendized in December for Board discussion and possible action.

3. Chief Engineer/Utility Operations Manager

CE Goebel stated Sunset Pines has not been accepted because construction was not completed this year.

4. General Manager/CEO

i. January Board Meeting Date Change to January 20, 2008

This item was approved by consensus.

ii North Tahoe Business Association (NTBA) rental of office space in the North Tahoe Community Conference Center.

PFM Long said NTBA may be interested in renting 2 office spaces, but their Board is still considering a possible agreement. The NTPUD Board will be asked to approve any agreement in December 2008 or January 2009.

iii. Conference Center new logo/brand identity and name.

The Board will be presented with a full package when the concept is completed.

5. Board of Director's Comments

There were no comments.

H. NEW BUSINESS:

1. Appointment to the Recreation and Parks Commission

Mandy Lua, Bob Hartsfield, and Lydia Carter had submitted applications to be on the Commission. Each applicant was present and introduced themselves to the Board. There are currently two vacancies on the Commission. One or two more could be coming up.

It was moved by Director Mooney and seconded by Director Daniels to appoint Hartsfield and Carter to the Commission effective today and to appoint Lua effective December 18, 2008. Motion carried unanimously.

2. Kings Beach State Recreation Area.

Directors Bergmann and Mooney declared conflicts of interest and were not present for this discussion or vote.

i. Continued Discussion regarding Contract with California State Parks for Management of Kings Beach State Recreation Area.

The information included in the Board packets was discussed, as well as the impacts of specific items in the State Park's proposed agreement. There was consensus that although the proposed agreement is not acceptable, staff should continue to explore the opportunities for a partnership. This item was continued to the December agenda.

ii. Month to Month Extension with California State Parks for Continued Management during Negotiations

It was noted that until an agreement is signed, the District would continue to manage the parking lot on a month-to-month basis.

3. Extension of Concessionaire Agreement at Kings Beach State Recreation Area

Directors Mooney and Bergman declared conflicts of interest and were not present for this discussion or vote.

PFM Long explained that because the contract with California State Parks has not been approved, the concessionaire has agreed to extend their contract for one year contingent upon an agreement being

reached with the State. The concessionaire, Mr. Habeger, dba North Tahoe Aqua Sports, was present. Discussion followed regarding the timeframe for the proposed extension of the agreement.

It was moved by Director Daniels and seconded by Director Ferrell to extend the agreement with North Tahoe Water Sports for one year, contingent on the District's agreement with the State and if the concessionaire does not go through the complete season to modify the payment schedule to prorate it based on a 25% payment of gross revenue from the concessionaire and remove the \$55,000 minimum. Motion carried unanimously.

4. Staff reorganization plan and authorization for General Manager to bring back changes as necessary.

i. New & Amended Job Descriptions

- a. Board and Records Secretary (New)**
- b. Utility Operations Crew Chief (Amended)**

GM Aaron provided a staff report with organizational chart and explained his analysis and recommendations on the Districts reorganization of staff resources and request for one new position (Board and Records Secretary) and one job description amendment (Crew Chief), which will be added with no budget increases. Several additional positions will be brought forth in the next few months for Board review and consideration (Fleet Assistant, Administrative Analyst). Discussion followed regarding the technical changes to job descriptions, fiscal analysis, and other staffing and service options available.

It was moved by Director Bergmann and seconded by Director Daniels to authorize the General Manager to implement a reorganization plan. Authorization to hire a Board and Records Secretary and Amend the Utility Operations Crew Chief job description. ROLL CALL VOTE: Ayes: Directors Bergmann, Daniels, and President Lewis. Noes: Director Mooney. Motion carried.

B. CORRESPONDENCE:

The Board reviewed all correspondence.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 2:00 P.M. The next scheduled meeting of the NTPUD Board of Directors is Tuesday, December 16, 2008 at 9:00 AM.

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