

REGULAR BOARD MEETING
APPROVED MINUTES

January 20, 2006

DIRECTORS PRESENT: President Ron Treabess, Vice-President Ric Winter
Directors Kelly Atchley, Erik Henrikson

DIRECTORS ABSENT: Director Reinkens

STAFF PRESENT: Cindy Gustafson, Acting General Manager
Jim Dykstra, Director of Accounting
Matt Homolka, Engineer
Bob Bolton, Director of Parks & Recreation
Bill Back, Director of Utilities
Bob Bryant, Executive Assistant to the General Manager
Jack Beckman, Construction Project Manager
Ginger Charlton, District Clerk
Mike Sexton, Legal Counsel

STAFF ABSENT: Bob Lourey, General Manager

A. CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Treabess called the meeting to order at 8:32 a.m. and led the audience in the Pledge.

B. AGENDA AMENDMENTS AND APPROVAL

Ms. Gustafson asked to remove item 21, Training for Conflict of Interest, and item 22, Ethics Training. These items will come back to a later agenda when the programs have been approved by the Attorney General's Office and FPPC.

Motion to approve agenda as amended: Atchley/Winter/4-0

C. EMPLOYEE RECOGNITION

5. Deb Rose – 5-Year Service Recognition

Mr. Dykstra introduced Deb Rose and thanked her for the excellent job she has been doing on providing consistent monthly operating reports and keeping our grant billing current. She has also done a lot of work in helping to develop alternatives in the post retirement benefits area.

4. Eric Paieri – 3 Year Service Recognition

Mr. Back introduced Eric Paieri and said that he is very much appreciated for his abilities, dedication and technical expertise in fabrication. He thanked him for his hard work and said that he looks forward to working with him more in the future.

President Treabess introduced John Huff, ACWA JPIA. Mr. Huff reported on how well our District is doing with reducing losses in all three of their programs. He said that TCPUD supervisors are working hard to reduce losses and are attending trainings with staff. Mr. Beckman noted that the District received President's Special Recognition Awards from ACWA JPIA in the Liability and Property Programs at their last awards ceremony. Mr. Beckman also provided information relating to the Safety Program and Injury and Illness Prevention Program manuals for the Board's perusal.

D. FINANCIAL

All items covered under consent calendar.

E. PROJECTS

All items covered under consent calendar.

F. WATER AND SEWER UTILITIES

All items covered under consent calendar.

G. PARKS AND RECREATION

All items covered under consent calendar.

H. PUBLIC FORUM

There was no public comment. President Treabess took the opportunity to announce that Mr. Lourey had to miss this meeting because he is attending a funeral and that Ms. Gustafson is taking his place at this meeting. He noted that this is the first meeting that Mr. Lourey has ever missed as General Manager.

I. CONSENT CALENDAR

Director Henrikson asked to pull items 8-e, 9 and 10 for discussion.

Motion to approve remaining items: Atchley/Winter/4-0

6. Minutes
 - December 16, 2005
7. Finance Report
8. General Manager and Staff Reports
 - a. General Manager
 - b. Sewer and Water Report
 - c. Parks Activity Report
 - d. Recreation Activity Report
 - e. Project Development Report
 - f. Assistant General Manager Report
 - g. District Engineer Report

Regarding item 8-e, Highlands Tank, Director Henrikson asked if we are using the tank yet. Mr. Beckman reported that we are 100% complete on the project and it has been

filled. The tank is able to go on-line if needed in an emergency but there are some minor things left to do.

Regarding Sequoia Crossing, Director Henrikson asked about the electronic crossing system. Mr. Beckman reported that the photo-type video detection system has had some minor difficulties with the camera detection system tracking the traffic. They are working on fine-tuning the system and it will be running correctly by the time the trail opens.

Motion to approve item 8-e: Winter/Atchley/4-0

10. Lakeside Trail 2B, Pay Estimate #1

Mr. Henrikson asked why the contractor is already getting payments when the bid was just awarded. Mr. Beckman replied that the contractor is allowed to get a reimbursement for his bonding and he has already purchased materials to start prefabricating the benches.

Motion to approve item 10: Henrikson/Atchley/4-0

9. Lakeside Trail 2A, Final Release of Retention

Mr. Henrikson asked about the 194% time elapsed. Mr. Beckman replied that he retained \$15,000 because there was a small portion of rockwork and some re-grading work on the pavers that needed to be completed before he would release funds.

Motion to approve item 9: Henrikson/Winter/4-0

J. RESOLUTIONS/ORDINANCES

13. Resolution Rescinding the Parks and Recreation Commission

Mr. Bolton noted that at the last meeting they talked about doing some focus meetings throughout the year. February 28 will be the first one. They will focus on youth activities and teen programs.

Motion to approve Resolution #06-01: Henrikson/Atchley/4-0 by roll call vote

K. GENERAL

14. 2006 Meeting Calendar

President Treabess asked if there were conflicts for any of the members. Director Winter said that he could not attend the February meeting. There were no other conflicts. Director Atchley noted that Finance Committee meetings were changed to 8:00 a.m.

Motion to approve item 14: Atchley/Winter/4-0

15. 2006 Board of Directors Committee Assignments

President Treabess asked if there were any changes that need to be made to the draft. The following changes will be made: 1) Change the Finance Committee meeting time to 8:00 a.m.; 2) Change key staff on Parks & Recreation to Gustafson and Bolton; 3) Change the N.L.T. Recreation Center Authority to Treabess and Atchley.

Motion to approve: Henrikson/Winter/4-0

16. Reports

Mr. Bolton reported that John Reichert has been out working on the enforcement of snow removal for the sidewalks. Everyone is doing their snow removal now and knows whom to contact if they have questions or problems. Mr. Bolton also reported that TCDA is in full support of what the PUD is doing and is sending out an educational letter to all the merchants about the Ordinance.

Ms. Gustafson reported that she got an e-mail message from Steve Rogers that the NTPUD does want to have a joint board meeting to talk about joint recreation.

Ms. Gustafson reported that Bob Bolton has been attending meetings with the school district regarding the leasing of Rideout Elementary School. The school district would prefer to have a master lease with one entity. Ms. Gustafson said that the PUD seems to be the logical choice for that since we want to reserve our right to the gym. This item will come back later after Mr. Bolton finds out who would like to lease out space for offices in the building and what the lease with the school district would look like.

Ms. Gustafson also reported that she attended a meeting with the Tahoe City Downtown Association and the Parks and Recreation Committee to discuss the Commons Beach concerts for this summer. At the meeting, it was determined that an MOU needs to be drawn up to clearly define roles and responsibilities.

17. Flood Damage Report

Mr. Bryant said that the damage assessment report is completed as far as items that can be seen. He reported that the Governor did request federal government assistance and the state should get an answer next week. If we are eligible, the next step is to prepare additional damage survey reports. Ms. Atchley had concerns about the workloads that staff will have to take on now due to the flood damage and what would happen if the government doesn't provide assistance.

Ms. Gustafson noted that she and Bob Lourey attended a meeting two weeks ago with area managers to discuss emergency response and coordination with other agencies. OES came up during the storm and met with the fire chiefs and the sheriffs. They were told that everything was handled and were sent home. Our management team was concerned that they were not involved in the meeting. The Town of Truckee had a meeting with all of their utility districts and had a comprehensive report to present. There were some follow-up steps from that meeting where the area managers will be working on training with the county on emergency preparedness and response. Our district took the lead on communication planning. Ms. Gustafson commended Tony Laliotis, his staff, and other pertinent staff on their response and hard work during the emergency.

Mr. Henrikson voiced his concern that he believes the District should have enough fuel in reserves to last a week. After some discussion, Ms. Gustafson said that the area managers would have a discussion on this topic with a regional approach to ensure that everyone doesn't need to get fuel from Cal-Trans during an emergency.

Mr. Back reported on the failures that occurred in operation during the storm but noted that they were on the capitol list to be addressed. He also reported that our telemetry system was flawless through the entire situation and proved itself invaluable.

The Board thanked staff for doing their job so well and keeping the town running so smoothly.

18. General Correspondence

President Treabess noted that it was good to see two thank you letters in the correspondence to Barbara Smith and Tony Laliotis.

L. DIRECTOR'S FORUM

19. Director's Comments

Henrikson: None

Atchley: Director Atchley noted the article in the newspaper that recognized Cindy Gustafson as one of the top 10 people in our community who made a difference in the past year. She thanked her for the phenomenal work she does for the District and noted that it speaks highly for the PUD also when Ms. Gustafson is recognized.

Winter: Director Winter said that he is proud to be a part of an organization that really went way above and beyond during the storm. He said it is a joy to be a board member in the District and thanked everyone.

Treabess: None

M. MEETING REVIEW AND STAFF DIRECTION

Ms. Gustafson reported the following items for review: 1) Mr. Beckman will e-mail Director Atchley the Safety Program Manual; 2) Staff will check the lighting at the Sequoia Crossing sign and make sure it is aimed properly; 3) Staff will raise the issue of fuel capacity and storage at the area managers OES meeting follow up to the storm; and 4) Mr. Back will follow up at the February meeting with a report on the January flows.

N. CLOSED SESSION

Mr. Sexton reported the following from closed session: He gave the Board an update on events involving the potential for litigation as described in the agenda and no action was taken.

O. OPEN SESSION – BOARD MEETING TRAINING

20. Sexual Harassment

The Board began a training on Sexual Harassment with Mr. Dykstra at 10:35 a.m.

ADJOURNMENT – 11:55 a.m.

Ron Treabess, President

Ginger Charlton, District Clerk

Prepared by Ginger Charlton, District Clerk