

REGULAR BOARD MEETING
APPROVED MINUTES

February 15, 2008

DIRECTORS PRESENT: President Kelly Atchley, Vice President Erik Henrikson
Directors Dan Wilkins, Ron Treabess, and Lou Reinkens

STAFF PRESENT: Bob Lourey, General Manager
Cindy Gustafson, Assistant General Manager
Jim Dykstra, Treasurer, Director of Accounting & Employee
Services
Alan Harry, Administrator of Planning and Public Works
Tony Soares, Legal Counsel
Ginger Charlton, District Clerk

A. CALL TO ORDER – PLEDGE OF ALLEGIANCE

President Atchley called the meeting to order at 8:35 a.m. Director Treabess led the audience in the Pledge.

B. AGENDA AMENDMENTS AND APPROVAL

1. Agenda Deletions, Changes and Audience Requests

There were none.

2. Additions to Agenda

There were none.

3. Approval of Agenda

Motion to approve the agenda: Henrikson/Wilkins/4-0

C. PUBLIC FORUM

There was no public participation. Director Reinkens arrived.

D. RECOGNITION

4. Brandi Stirton – 3 Year Service Recognition

Mr. Lourey and Debi Black went over Brandi's attributes and said that they're very happy to have her work for TCPUD. Director Atchley agreed and said that Brandi is an invaluable asset.

5. Jon Leroy – 3 Year Service Recognition

Mr. Lourey and Matt Homolka went over Jon's accomplishments and said that he has proved to be a fantastic addition to TCPUD staff and is fun to work with.

6. Rich Lehman – 20 Year Service Recognition

Mr. Lourey and Tony Laliotis went over Rich's long history with the District and thanked him for doing such an excellent job.

E. FINANCIAL

All items covered under consent calendar.

F. PROJECTS

All items covered under consent calendar.

G. WATER AND SEWER UTILITIES

All items covered under consent calendar.

H. PARKS AND RECREATION

7. Rideout Community Center Committee Candidates

Bob Bolton explained the goals of the committee and requested that the Board recognize it as a committee designated by the Board. The Board held a discussion on the size and makeup of the committee and gave input to Mr. Bolton. Director Wilkins had a conflict with this item so did not vote. Mr. Bolton will keep the Board abreast of how the Committee is progressing. He will also bring new candidates to the Board for approval.

Motion to approve the candidates as submitted: Reinkens/Henrikson/4-0
(Director Wilkins abstained from voting)

I. CONSENT CALENDAR

Director Wilkins asked to pull the Consultant Selection Committee Meeting minutes on item #8. Director Reinkens asked to pull item #9, Finance Report. Director Henrikson asked to pull the January 18 Board minutes on item #8.

Motion to approve the remaining consent calendar: Treabess/Reinkens/5-0

8. Minutes

- January 11, 2008 – Finance Committee Meeting
- January 15, 2008 – Consultant Selection Committee Meeting
- January 18, 2008 – Board Meeting
- January 24, 2008 – Personnel Committee Meeting

Director Wilkins noted that on item #2 in the Consultant Selection Committee minutes, the following sentence should be revised as noted: Staff can also solicit proposals from the local consultants that have a history of working for the District. He also noted that

he believes that projects should go through an RFP process. The District would make sure that consultants that have done these kinds of projects for us before know about them and we also post the RFP publicly so that other engineering companies know that the projects are out there and they can bid on them if they desire. Mr. Lourey said that we should have another committee meeting on this issue because it is his recommendation that we keep the Homewood bike trail project simple. He said that it is the only new design project that the District works on this year and he believes an RFP process should be done with three basin firms that have already done bike trails in the basin and then bring them back through the committee. He feels that an RFP process is a big time commitment for a relatively small project.

Director Treabess asked that the following explanation be added to the minutes for clarification: Regarding the Technical Consultant Policy, Director Atchley said that items #2 (As determined by the Committee, qualification based proposals may be required for work initially contracted to total more than \$25,000 in technical consulting fees. The content of a proposal shall be determined by the scope of work and the request for proposal may be limited to invitation only.) and #4 (All consulting contracts in excess of \$10,000 shall be subject to Committee review and approval by the Board of Directors.) are confusing to her.

Motion to approve the revised minutes: Treabess/Henrikson/5-0

*Director Henrikson said that the following change needs to be made to the January 18th Board minutes: Director Henrikson also noted that he is happy to see that the District is still working with Cal Trans in widening the ~~road~~ **bike trail** through Sugar Pine to Meeks Bay.*

Motion to approve the revised minutes: Henrikson/Treabess/5-0

9. Finance Report

Director Reinkens said that since the Finance Committee meeting was cancelled, he wondered if Mr. Dykstra had an update for the Board. Mr. Dykstra updated the Board on the meeting with the State Water Resources Conservation Board, preparation for the audit, putting a plan in place for the District in case the State borrows some of our money, and the actuarial report that came back on the post-retirement medical. He also discussed the upcoming protest hearing on the 26th.

Motion to approve: Henrikson/Treabess/5-0

10. General Manager and Staff Reports

- a. General Manager
- b. Sewer and Water Report
- c. Technical Services Report
- d. Director of Parks and Recreation Report
- e. Parks Activity Report
- f. Recreation Activity Report
- g. Project Development Report
- h. Assistant General Manager Report
- i. District Engineer Report

11. Harbor Master Pump Station – Pay Estimate #10

J. RESOLUTIONS/ORDINANCES

12. Resolution Commending and Thanking Bill Back for his Devoted Service to TCPUD

Mr. Lourey explained that Resolution #08-03 was read to Mr. Back by Director Treabess at his retirement party and he recommended approval.

Motion to approve: Treabess/Henrikson/5-0 by roll call vote

13. Resolution Appointing Members of the STPUD Board of Directors to Serve as Water Purveyor Representative and Alternate on the El Dorado County Water Agency Board of Directors

Mr. Lourey explained the need for the resolution and recommended approval.

Motion to approve: Reinkens/Treabess/5-0 by roll call vote

14. Resolution Authorizing Treasurer to Execute ACH Service Agreement with Profitstars

Mr. Dykstra explained the resolution and recommended approval.

Motion to approve: Henrikson/Treabess/5-0 by roll call vote

15. Resolution to Call for Bids – 2008 Water Meter Completion Project Tahoe City South

Mr. Homolka explained that the start times for the three projects are staggered to give the District time between projects to set things up and get the necessary requirements handled. He also noted that the contracted portion estimated cost is now \$387,000 less than originally estimated.

Motion to approve: Reinkens/Treabess/5-0 by roll call vote

16. Resolution to Call for Bids – 2008 Water Meter Completion Project McKinney-Quail

Motion to approve: Reinkens/Treabess/5-0 by roll call vote

17. Resolution to Call for Bids – 2008 Water Meter Completion Project Tahoe Hills/Rubicon

Motion to approve: Reinkens/Treabess/5-0 by roll call vote

K. GENERAL

18. Reports: Engineering Department, Finance Committee, Finance Department, Parks & Recreation Committee, Parks & Recreation Department, Pre-Agenda Committee, Risk Coordinator, Tahoe-Truckee Sanitation Agency, Water & Sewer Department

Mr. Lourey reported that staff is trying to determine how to get proposals for the Homewood Bike Trail and pursuing possible grant funding through the California Tahoe Conservancy and the Resort Association. Ms. Gustafson will keep the Board updated on this issue.

Mr. Bolton reported that the State of California has issued a grant packet to apply for a \$5,000 reimbursement to anyone who has purchased a zero emission vehicle. He is going to apply for it. He also reported that Layne VanNoy will be contacting the Board about the SnowFest parade and inviting them to be a part of it.

Mr. Beckman reported on the ACWA/JPIA training that took place at the District this week.

Director Reinkens asked that all area district general managers and/or presidents (including TTSA) be invited to attend the presentation being put on at our April board meeting to educate members about the JPIA.

19. Appointment of General Manager

Mr. Lourey reported that his last day of work is March 7th and he recommended that the Board appoint Cindy Gustafson as General Manager effective March 8th at this meeting so that there is no gap in leadership. He also asked for Ms. Gustafson to work with the Personnel Committee on the terms of her appointment and bring it back to the board.

Motion to appoint Cindy Gustafson as General Manager effective March 8th: Reinkens/Wilkins/4-0 with Director Henrikson abstaining

20. Funding for Fire Suppression

Ms. Gustafson reported that she has been meeting with NTPUD and STPUD regarding opportunities for federal funding for water and sewer facilities infrastructure. She noted that South Tahoe was able to get one million dollars last year through their lobbyists. The lobbyists feel that they should meet with our elected representatives in DC during the ACWA Association of California Water Agencies' annual conference. Staff feels that Ms. Gustafson should accompany South Tahoe staff at the meetings. Director Wilkins said that when we do CIP programming, it would be helpful to him to have projects broken into categories (a. maintain domestic service; b. related to fire suppression; c. combination of both categories) so that he can understand how to prioritize them. Director Reinkens commended Mr. Laliotis and his staff for putting together their presentation and wondered if it could be documented in any way so that taxpayers could see where their money is going. He also voiced his concern about funding the improvements.

Motion to approve: Reinkens/Henrikson/5-0

21. General Correspondence

Mr. Lourey went over a spreadsheet that he has been updating regarding all of the private water systems within our District.

L. DIRECTOR'S FORUM

22. Director's Comments

Director Treabess welcomed Alan Harry and said that he looks forward to working with him.

Director Henrikson asked what is happening with the excessive snow storage this year. Mr. Bryant gave an overview of what is being done in the community.

Ms. Gustafson gave a short presentation to recognize Bob Lourey for his years of service and to congratulate him on his final board meeting. Staff and the board donned clown noses to join in the celebration. Mr. Lourey said that the two things that he is most proud of are working with Jack Beckman to change the safety culture of the District and working with Bill Back and Tony Lalotis to change the morale at the District. He thanked all of the employees for wanting to make the District a better place.

M. MEETING REVIEW AND STAFF DIRECTION

23. Meeting Review

Ms. Gustafson reported the following items for follow-up:

- *Direction to Bob Bolton on the structure of the Rideout Committee and reporting back to the Parks and Recreation Committee and the Board. Specific points are an adult recreation representative, contract classes, teen art, West Shore Business Association membership, and geographic balance.*
- *Changes to consultant selection will go back to the committee and then come back to the Board for more direction on the policy.*
- *The clerk will change the minutes as directed.*
- *Mr. Dykstra will bring back post-retirement funding sometime in the future.*
- *Staff will look into local contractor preference and outline what the process would be to bring that decision back to the Board.*
- *Staff will notify the other area districts of the ACWA presentation in April.*
- *Staff will categorize and prioritize the items for the CIP project.*
- *Staff will follow up on the snow storage issue and get a meeting scheduled with the fire department.*

N. CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

24. Significant Exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9: One potential case.

25. Government Code Section 54954.5 - Closed Session/Real Property Negotiations. Closed Session for purposes of constituting Negotiation Team on behalf of proposed Improvement District No. 1 for voluntary acquisition of Lake Forest Water Company system and consulting with those persons who may be members of the team.

26. Government Code Section 54956.9, Closed Session: Conference with counsel in regard to existing administrative proceedings before the Public Utility Commission in regard to the Lake Forest Water Company.

**CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
GOVERNMENT CODE SECTION 54956.9 (a)**

27. TCPUD v. St. Francis Lakeside Homeowners Assn.

O. CLOSED SESSION REPORT

Mr. Soares reported that during closed session there was a discussion and update on the status of the TCPUD v. St. Francis case. No action was taken and no direction was given.

P. ADJOURNMENT

The meeting was adjourned at 11:00 a.m.

Catherine K. Atchley, President

Ginger Charlton, District Clerk

Prepared by Ginger Charlton