

REGULAR BOARD MEETING  
MINUTES

December 16, 2005

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

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

**A. CALL TO ORDER – PLEDGE OF ALLEGIANCE**

*President Henrikson called the meeting to order at 8:33 a.m.*

**B. AGENDA AMENDMENTS AND APPROVAL**

*President Henrikson reported that members of Meeks Bay Fire Department would arrive at some point during the meeting to recognize the District for its donation of a surplus dump truck and to take some photos.*

*Mr. Lourey reported that during the Employee Recognition section of the agenda, he would be adding an item to recognize this year's Employee of the Year.*

**Motion to approve agenda as amended: Atchley/Reinkens/ 5-0**

**C. EMPLOYEE RECOGNITION**

4. Craig Trumbull – 3 Year Service Recognition

*Ms. Gustafson and Mr. Lourey introduced Craig and thanked him for his hard work and for being such an excellent team player. They noted that Craig is also billed out to the Resort Association through the District and it is a win/win situation for all. It was also reported that Craig is chairing the Safety Committee and is doing a great job.*

*Mr. Lourey introduced Michelle Martland and reported that she was voted the Employee of the Year. He emphasized Michelle's skills and great attitude.*

**D. FINANCIAL**

All items covered under consent calendar.

**E. PROJECTS**

5. Award Bid – Lakeside Trail Phase 4

*Mr. Beckman reported that only one bid was received and opened on November 22. The bid was from Aspen Developers Corporation for \$1,073,686.00. He said that staff recommends awarding the bid to Aspen Developers. He reported that the bid did come in over the engineer's estimate of \$867,330 so staff has been working to fill the gap for that budget. Ms. Gustafson explained where the budget sits and explained contributions from Placer County Redevelopment Agency and the Resort Association, which will go towards the shortfall in funding. The Board had a discussion on the rights of the District to remove parts of the project if the bid is too high versus risking the District's relationship with the contractor. Mr. Lourey suggested placing this as a specific agenda item when it is not connected to an actual project.*

**Motion to approve awarding the bid to Aspen Developers: Reinkens/Atchley/5-0**

**\*\* ADDED MEEKS BAY FIRE DEPARTMENT ITEM**

*Ed Miller, District President of Meeks Bay Fire Department, reported to the Board that they received a very large chipper through a grant and didn't have a vehicle large enough to pull it. TCPUD transferred a surplus dump truck to them for \$1 and they appreciated it very much. They brought a plaque with a resolution thanking the District on behalf of themselves and their community. They then took a break to take photos.*

**F. WATER AND SEWER UTILITIES**

All items covered under consent calendar.

**G. PARKS AND RECREATION**

All items covered under consent calendar.

**H. PUBLIC FORUM**

*No public comment.*

**I. CONSENT CALENDAR**

*Director Reinkens asked to pull items 6, 8-a, 8-e, and 8-f for discussion.*

**Motion to approve remaining items: Atchley/Treabess/5-0**

6. Minutes

- November 14, 2005
- November 18, 2005

*Director Reinkens pointed out that the November 18<sup>th</sup> minutes were missing the end of the paragraph on item D-4, 2006 Budget. The original minutes were correct but the copier had left off the top of the page in the packets. The original minutes stated: **Director Atchley seconded the motion for purposes of discussion. The Board discussed the***

**amounts and it was determined that the money can be moved during the year if needed.**  
**Motion to approve: Reinkens/Atchley/5-0.** Director Reinkens said that the November 14<sup>th</sup> minutes were fine.

**Motion to approve Nov. 14<sup>th</sup> and November 18<sup>th</sup> minutes: Reinkens/Atchley/5-0**

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-a, Director Reinkens asked about the Emergency Response Plan document. Mr. Lourey stated that the Board had copies in front of them of the two updated plans (Emergency Contingency Plan and the Hazardous Materials Response Plan). He noted that the District is currently under development on the district wide General Emergency Response Plan. Director Reinkens was concerned about what the District currently has for a plan and asked for a copy of the Safety Program Manual. He asked that at a future board meeting an inventory of all the pieces of the plans be presented to bring the Board up to speed. Mr. Lourey said January would work.*

*Regarding item 8-e, Director Reinkens asked how the District is monitoring the progress of the U.S. Army Corps at West Shore Trails, Sugar Pine - Meeks Bay. Ms. Gustafson reviewed what is happening and said that the Army Corps has submitted a first draft of a list of projects to SNPLMA. She said that the District needs to have another meeting with Cal Trans because they aren't keeping the District abreast of their progress and the District would like them to do the master contract for the entire project so that the District doesn't have to worry about bidding. Director Reinkens asked for updates whenever available.*

*Regarding item 8-f, Director Henrikson asked what the Tahoe bond issue is. Ms. Gustafson said that Doug Houston advised that the Tahoe area propose another bond to fund projects. More than likely we wouldn't get a separate bond but would like to get some items in a larger bond that would dedicate funding in the Tahoe area. Director Reinkens asked if the District has had contact with El Dorado County about what funds are available to our projects. Ms. Gustafson said there is some potential for funding but she hasn't met with the new County Supervisor yet and needs to keep pushing on the projects. Director Reinkens also suggested a possibility of private donations of funds to help with projects.*

**Motion to approve items 8-a, 8-e, and 8-f: Reinkens/Atchley/5-0**

9. Upper Highlands Water Tank Project, Change Order #5
10. Upper Highlands Water Tank Project, Pay Estimate No. 6

**J. GENERAL**

11. Reports

*Mr. Lourey reported that the District has run into a complication on Lakeside Trail Phase 7 Alignment. He has met with State Parks staff and other partners in the project on possible modifications to the parking lot that is used by the Tahoe Gal concessionaire. Meetings are coming up where Mr. Lourey will try to see if there is any room for relaxation or trading of parking requirements that are placed on the Tahoe Gal. State Parks staff has been suggesting that having the bike trail go through the park may require a General Plan amendment, which could take 3 – 5 years. Director Treabess said that the District would need to work on this problem at the next level.*

*Mr. Bolton updated the Board on Ordinance 240. He noted that John Reichart is the new enforcement officer for the business owners downtown.*

*Ms. Gustafson reported that the Parks and Recreation Committee met and discussed the role and function of the Commission. The committee members expressed their desire for a different format. They would like to continue meeting but not as a Commission. They would like to come back in January to disband the commission and go to quarterly outreach meetings with the committee taking the lead.*

*Director Henrikson reported on TTSA. Their BNR is not going to function this winter because they are having trouble with their supplier but the overall startup of the plant expansion is going to be as set with the completion being September 6, 2006. They are really close to an agreement with Teichert to eliminate deep-water mining and let them haul out the gravel.*

12. MOU Regarding Lake Tahoe Wastewater Infrastructure Partnership

*Mr. Lourey reported that everyone present has a copy of a revised MOU that came about since the packets were made. He noted that the change takes the Army Corps from a support to a signatory. He said that this firms up the Army Corps assisting the District with the sewer infrastructure in sensitive areas and he recommended approval.*

**Motion to approve: Treabess/Atchley/5-0**

13. TCPUD Succession Plan 2005

*Mr. Lourey presented the Succession Plan and explained that assumptions were used to produce the chart. He went over the positions in the District, the people that are currently in them, an estimate of how long they will stay in their positions, and the plan to fill the positions when the current people leave. Director Reinkens expressed his concerns about recruitment problems, training, and salaries that will need to be paid in the future to replace the current employees.*

14. General Correspondence

*There was no comment.*

15. 2006 Salary/Benefit Proposal for Management, Confidential, Supervisory, and Professional Group

*Mr. Lourey went over the proposal with the Board and answered their questions. Mr. Dykstra noted that the consumer price index was published on December 15<sup>th</sup> at 3.1%. Mr. Sexton explained how the management unit is exempt from overtime compensation and how the General Manager is tracking hours to help management employees equalize their hours during crunch times. Director Reinkens was uncomfortable with making any commitment in respect to funding the post retirement medical benefits before the January meeting when they have more information on what their exposure is. Regarding item 8,*

*Modify FLEX 125 plan, it was noted that the wording in the backup was incorrect. Instead of just allowing for a 15-month reimbursement period, it would allow for a 15-month period to use the funds for each calendar year and allow for a 15-month reimbursement period. The Board discussed the pros and cons of item 7, which would allow an employee who has been at the top of their salary range in the same class for a period of two (2) consecutive years to be eligible for a 2.5% longevity increase. Mr. Lourey noted that there are currently no employees ready for this benefit but a few could be eligible in a couple of years. Regarding item 1, Mr. Lourey asked to change the wording to "Maintain all current benefits **for current employees in these classifications**".*

**Motion to approve proposal as amended: Atchley/Treabess/4-1 with Director Reinkens voting no**

16. Election of 2006 Board Officers

*Director Henrikson nominated Director Treabess for President.*

**Motion to approve: Henrikson/Atchley/5-0**

*Director Henrikson nominated Director Winter for Vice President.*

**Motion to approve: Henrikson/Atchley/5-0**

17. North Tahoe Recreation Center Authority - JPA

*The Board held a discussion on whether or not to keep the JPA in place. Some members felt that the JPA should continue in case it is needed in the future. It also allows the District an avenue for an ongoing dialogue to reevaluate regional recreation. Other members felt that the two Districts have two very different philosophies and that they would rather sever the ties. They also felt that it would work better if Squaw and Alpine were brought into the mix next time. After much discussion, the Board asked General Manager Lourey to look into setting up a combined meeting with the NTPUD Board to discuss the JPA.*

## **K. DIRECTOR'S FORUM**

18. Director's Comments

*Atchley: Happy Holidays!*

*Reinkens: Explained handouts that he supplied to the Board from the ACWA JPIA meeting (Workers' Compensation Safety Incentive Award Program; Liability Program; Succession Planning; GASB 43 and 45; Employee Benefits).*

*Winter: None*

*Henrikson: He received a call from Tahoe Cross Country about a kitchen that they put in without a permit. The cost has more than doubled and they would like the PUD to participate somehow. Mr. Lourey said staff would meet with them and report back to the Board or bring the item back as an action item.*

*Treabess: Thanked Director Henrikson for acting as President during 2005. He asked the Board to consider the committee assignments that they*

currently hold. He will talk to the members individually in the next couple of weeks to put together the suggested committee assignments for the January meeting.

**L. MEETING REVIEW AND STAFF DIRECTION**

*Mr. Lourey will: 1) bring an agenda item back to the Board to deal with the specifics of project bidding and alternative ways of getting projects constructed; 2) bring back to the Board all of the District's safety plans and emergency response planning documents; 3) try to schedule a joint board meeting with NTPUD for the purpose of discussing joint powers authority and possible action on that; 4) have staff meet with the Cross Country people about their kitchen issue and determine whether that issue should go through a committee. Director Henrikson said that he would like to continue to work on the sewer and water ordinance revisions. Ms. Gustafson said that we need to schedule a meeting with Cal Trans regarding the west shore trails and where they are with their design. The Board will do two-hour sexual harassment training after the January or February meeting. Also, Mr. Sexton will be doing the ethics training with the Board sometime near the beginning of 2006.*

**M. CLOSED SESSION**

*Mr. Sexton reported the following from closed session: The Board received a report from staff regarding an anticipated litigation item and gave direction to staff and its attorney.*

**N. ADJOURNMENT - 12:05 p.m.**

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Ron Treabess, President

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Ginger Charlton, District Clerk

Prepared by Ginger Charlton, District Clerk