

These minutes have been corrected as shown

BOARD MEETING
APPROVED MINUTES

October 29, 2010

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

STAFF PRESENT: Cindy Gustafson, General Manager
Jim Dykstra, Director of Accounting & Employee Services/Treasurer
Matt Homolka, District Engineer
Tony Laliotis, Director of Utilities
Bob Bolton, Director of Parks and Recreation
~~Mike Sexton, Legal Counsel~~
Ginger Charlton, District Clerk

A. CALL TO ORDER

President Wilkins called the meeting to order at 8:30 am and led the audience in the Pledge.

B. AGENDA AMENDMENTS AND APPROVAL

1. Agenda Deletions, Changes, and Audience Requests
2. Additions to Agenda
3. Approval of Agenda

Motion to approve the agenda: Reinkens/Treabess/4-0

C. RECOGNITION

4. Loren Shambaugh – 10 Year Service Recognition

Ms. Gustafson went over Loren's accomplishments and noted that he has been a tremendous asset to the District. Mr. Laliotis added that Loren is a solid employee and thanked him for his years of service.

Mr. Bolton introduced Shaun Chilkotowsky, the District's new Recreation Coordinator. He noted that there were 80 applicants for the position and Shaun is doing a wonderful job.

Director Henrikson arrived at the meeting during this item.

D. PUBLIC FORUM

There was no public comment.

E. FINANCIAL

All items covered under consent calendar.

F. PROJECTS

5. 2010 Water & Sewer Capital Project Status Report

Mr. Homolka reviewed the report and answered questions of the Board. Director Henrikson said that he believes the Edgewater sewer line is a very high priority and emphasized that the District needs to work on it while the water is low. Ms. Gustafson said that that project needs to go to the Sewer and Water Committee for discussion on the complications of the regulatory agencies. She reviewed what the District has been doing over the years on this issue.

Director Reinkens voiced his concern about projects slipping to later years. Director Treabess said that the Board has been responsible for putting some projects in front of others which is causing the slippage.

Ms. Gustafson commended Jon LeRoy, Matt Homolka, and Bob Bryant for their work on the BMP's and noted that our District is far ahead of all of the other public agencies in the basin on BMP requirements.

G. SEWER AND WATER UTILITIES

8. Lake Forest Water Company Acquisition – Status Update

Ms. Gustafson left the dais during the discussion. Both she and Director Henrikson did not participate in the discussion.

Mr. Laliotis gave a general recap of what has been happening on this issue in past months and answered questions of the Board. He also went over what the court has requested and handed out a letter written by the Lake Forest Public Water Advocates to the Department of Public Health (DPH).

Mr. Laliotis reviewed what is happening with a public records request that came in from Mr. Dewante's attorneys and reviewed what is happening with various grants and funding for the project.

Director Wilkins said that this issue is very difficult because no one wants to use eminent domain. An overwhelming majority of the residents of the private water system petitioned the District to take over ownership because the water they received didn't meet drinking water requirements and the system operator continues to violate DPH standards in operating the system. He said that while it isn't easy, it's probably the right thing to do.

Logan Carnell, a representative of the Lake Forest Water Advocates, said that for the last four years they have gone in front of TCPUD and DPH to explain their concerns. She has also tried to put an article in the Sierra Sun. She requested to speak at the court hearing and was told she would have to go through the District's legal counsel. She asked if she could submit a letter through our attorney or attend the hearing. Director Wilkins said staff will work with her on that request.

Director Wilkins wrapped up the item by saying that the District is actively taking steps to acquire the water system, upgrade the system once it has been acquired, and acquire third party grant funding to assist if not completely fund the reconstruction of the system.

6. District Geographical Information System (GIS) Presentation

Ms. Gustafson said that an important component of what the District has been working on is to try to streamline our processes and update our systems to make the best use of technology and development of this system. She gave kudos to Matt Homolka, Sean Barclay and Omar Virrey for their work on the system.

Mr. Homolka and Mr. Barclay gave a PowerPoint presentation on what a GIS system is, its benefits, how our database was created, and what it can do.

7. NTPUD Joint Sewer Facility Memorandum of Understanding Discussion and Approval

Mr. Laliotis explained the need for this new memorandum and reviewed the agreement. He highlighted how the overall costs were allocated between Districts and how criteria are established for the cost sharing of potential capital replacement or rehabilitation. He added that both Districts have technical committees that meet together annually to handle items that come up. He recommended approval.

Motion to approve the MOU: Henrikson/Reinkens/5-0

H. PARKS AND RECREATION

All items covered under consent calendar

I. CONSENT CALENDAR

Director Reinkens asked to pull item #11-a, General Manager's Report. Director Henrikson asked to pull item #15, Rideout Gym Lighting Retrofit.

Motion to approve balance of calendar: Treabess/Henrikson/5-0

9. Minutes

- a. Sewer and Water Committee – March 17, 2010
- b. Sewer and Water Committee – April 19, 2010
- c. Sewer and Water Committee – May 29, 2010
- d. Parks and Recreation Committee – August 23, 2010
- e. Parks and Recreation Committee – September 7, 2010
- f. Finance Committee – September 23, 2010
- g. Board Meeting – September 28, 2010
- h. Sewer and Water Committee – October 21, 2010

10. Finance Report

11. General Manager and Staff Reports

- a. General Manager
- b. Director of Utilities
- c. District Engineer
- d. Project Status
- e. Technical Services

- f. Director of Parks and Recreation
- g. Parks Superintendent
- h. Recreation Superintendent

Director Reinkens asked about the job description for the Director of Resource Development, Special Projects, and Community Relations. Ms. Gustafson explained what staff feels is needed. Director Reinkens said he thinks the job has too much in it and is concerned that there isn't a requirement for a certification for a professional grant writer.

Motion to approve: Treabess/Henrikson/5-0

- 12. Progress Pay Estimate No. 5 – Tahoe Tavern Heights BPS and Well Rehabilitation Project
- 13. Highlands Fire Hydrant Project
 - a. Progress Pay Estimate No. 2
 - b. Change Order No. 2
- 14. Progress Pay Estimate No. 2 – Lakeside Trail Phase VII
- 15. Rideout Gym Lighting Retrofit

Director Henrikson asked why the Tahoe Truckee Unified School District (TTUSD) isn't participating in cost sharing for this retrofit. Mr. Bolton said that the District pays for the power and will receive the benefit of lower energy costs. He added that TTUSD paid for the retrofit to the rest of Rideout when we moved in. TCPUD put in lots of money for the playground and parking lot so the Board felt that TTUSD could at least possibly give us an extension on the lease.

Motion to approve: Henrikson/Reinkens/5-0

J. RESOLUTIONS

- 16. Resolution Commending Bob Bryant for his Devoted Service to TCPUD

Ms. Gustafson reviewed Mr. Bryant's history with the District and highlighted his accomplishments.

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

K. GENERAL

- 17. Reports

Ms. Gustafson reviewed the letter that was in correspondence regarding the Query issue; reported that she has received a number of comments from people who have been watching the meetings on the webcam; and reported and she and Mr. Bolton have been approached by some merchants who want to participate in the local farmers market but were rejected. Director Friedman asked if it was possible to get a count on how many people have used the system.

Mr. Bolton reported that staff is working on changes to the snow storage contracts to include the community service participation item.

18. General Correspondence

Director Treabess said it was great that Brandi Stirton put together the coat drive and won the Kindness Award from Plumas Bank.

Ms. Gustafson pointed out that the District received notification of the new mandatory requirement for sprinkler systems for new construction from the fire district.

19. Board Follow-up

There were no comments.

L. DIRECTOR'S FORUM

20. Director's Comments and Correspondence

Director Reinkens said that John Gilstrap at JPIA hasn't received any communication in writing from TCPUD. Ms. Gustafson said that Mr. Dykstra emailed him this week with all of the information.

Director Henrikson said that he went rollerblading down the bike trail and he thinks the material they are using is very nice. He said that the roots aren't being ground down before sealing and he believes that it wouldn't need to be resurfaced as often if it was.

Director Wilkins said that at the Budget Workshop he will bring up taking a significant amount of the 2010 fiscal year savings and direct it into an account for bike trail maintenance.

M. MEETING REVIEW AND STAFF DIRECTION

21. Staff will Review Board Action and Direction Given at this Meeting

Ms. Gustafson reported the following:

- Staff will revise the job description for the Director of Resource Development, Special Projects, and Public Information to include some additional certificates.
- Staff will look to recoup in some fashion from TTUSD or extend the lease on Rideout in exchange for the gym lighting retrofit.
- Staff will find out how many hits we have had on the web for viewing of the Board meetings.
- Staff will put the Tahoe City Farmers Market on a future agenda.
- Staff will get the email correspondence to Lou so that he can show it to John Gilstrap.
- Staff will look into how we can grind the roots down on the trails before sealing. Bob and Roger can discuss it at the budget workshop.

N. CLOSED SESSION

Director Henrikson and Ms. Gustafson departed the Board Room before discussion on item #22.

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION

22. Eminent Domain Proceeding of Lake Forest Water Company

O. CLOSED SESSION REPORT

Mr. Laliotis reported out the following from closed session:

22. There was no reportable action.

P. ADJOURNMENT

The meeting was adjourned at 11:45 a.m.

Dan Wilkins, President

Ginger Charlton, District Clerk

Prepared by Ginger Charlton