



## MINUTES

**NORTH TAHOE PUBLIC UTILITY DISTRICT  
Regular Meeting held at the North Tahoe Event Center**

**Tuesday, June 13, 2023 at 2:00 p.m.**

### **CALL TO ORDER/ESTABLISH QUORUM**

The regular meeting of the North Tahoe Public Utility District Board of Directors was held on Tuesday, June 13, 2023, at 2:15 p.m. at the North Tahoe Event Center. The Directors in attendance were Directors Thompson, Mourelatos, Daniels, and President Coolidge. Director Hughes was absent. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Engineering and Operations Manager Pomroy, and Administrative Liaison/Board Secretary Moga. District Legal Counsel Nelson was also present. The Pledge of Allegiance was recited. There were no changes to the agenda.

**PUBLIC COMMENT AND QUESTIONS (2:00 p.m.):** There were no requests for public comment.

### **EMPLOYEE ANNIVERSARY AWARDS:**

The board and staff recognized and commended Jake Torquemada, Parks & Facilities Maintenance Worker I for his 5-Years of Service.

### **PUBLIC HEARING (Timed Item 3:00 p.m.): Consider Adoption of the District's 2023-2024 Fiscal Year Operating and Capital Improvement Program Budget**

- Adopt Resolution 2023-07 – Adopting the District's Annual Operating and Capital Improvement Program Budgets for Fiscal Year 2023-2024
- Adopt Resolution 2023-08 – Adopting the District's Publicly Available Pay Schedule for Fiscal Year 2023-2024
- Adopt Resolution 2023-09 – Establishing the District's Annual Appropriations Limit for Fiscal Year 2023-2024

CFO Van Cleave introduced the item. President Coolidge opened the public hearing. There were no requests for public comment. CFO Van Cleave provided a PowerPoint slideshow. The Board held a discussion regarding the budget. They discussed and recommended adoption.

**MOTION: Director Daniels moved to Adopt Resolution 2023-07 Adopting the District's Annual Operating and Capital Improvement Program Budgets for Fiscal Year 2023-2024 Director Mourelatos seconded the motion which carried unanimously in favor.**

**MOTION: Director Daniels moved Adopt Resolution 2023-08 Adopting the Fiscal Year 2023-2024 publicly available Pay Schedule for all employees as required by CalPERS. Director Thompson seconded the motion which carried unanimously in favor.**

**MOTION: Director Daniels moved to Adopt Resolution 2023-09 Establishing the District's Annual Appropriations Limit of \$14,814,244 for Fiscal Year 2023-2024 Pursuant to Article XIII (B) of the California Constitution; and that total annual appropriations subject to the limit based on an estimated annual Ad Valorem property tax increment of \$6,300,000 are under the Appropriation Limit by \$8,514,244. Director Thompson seconded the motion which carried unanimously.**

**MANAGEMENT TEAM INFORMATIONAL UPDATES:** *Reports are informational only, and no action was taken.*

- **Tahoe-Truckee Sanitation Agency (T-TSA) Report** – Scott Wilson, TTSA Representative, provided highlights from his report. The Board and Mr. Wilson spoke briefly about the Prop 218 process and rate increase that will go into effect July 1.
- **Recreation & Parks Commission Report** – Ingrid Heggen, Recreation & Parks Commission Chair, provided highlights from her report.
- **General Manager/CEO Report** – GM Johnson provided highlights from his report, including an update about co-hosting the Tahoe Summit on August 9<sup>th</sup>. He announced Boys & Girls Club Wine On The Water was held at the Event Center. In response to President Coolidge's inquiry, Coolidge GM Johnson spoke about NTPUD's active legislative affairs. He noted if Board members are interested in attending Sacramento or future trips to DC, we can coordinate that.
- **Public Information Officer Report** – GM Johnson provided highlights from PIO Broglio's report. In response to Director Thompson, GM Johnson spoke about the Golden and Rainbow Waterline project. President Coolidge complimented the field trip to Secline to learn about water quality and microplastics.
- **Accounting Department Report for the month ending April 30, 2023** – CFO Van Cleave provided highlights from her report. The board and staff briefly discussed the reserves graphs. She provided the Treasurer's report; she noted investments should say 'April,' not March.
- **Recreation, Park, and Facilities Department Report** – RPF Oberacker provided highlights from her report. In response to Director Thompson, RPF Oberacker spoke about the sold-out kayak racks.
- **Planning and Engineering Department Report** – EOM Pomroy provided highlights from his report, including Utility Operations updates. In response to Director Mourelatos, GM Johnson explained the process of watermain replacement and the connection to the private laterals. In response to Director Mourelatos inquiry, EOM Pomroy noted we anticipate the satellite sewer pump stations to be installed in the fall due to long lead times. The contractor is pre-fabricating off site and installing in the fall.

In response to Director Mourelatos' inquiry, GM Johnson spoke about the tennis rehabilitation project progress and anticipation. He noted the contractor is making great progress but will know more once we see the subgrade after pulverization.

Director Mourelatos congratulated staff on the Pam Emmerich trailhead project timing and grant funding. In response to President Coolidge's comment about unreadable disc golf course signs, GM Johnson noted we have a comprehensive signage project that will update the signs throughout the park.

**Utility Operations Department Report** – EOM Pomroy provided highlights from UOM Fischer's report. He noted sewer flows are up due I&I. Utility crew have summer seasonals this year. Crews are performing wet well cleaning. In response to Director Daniels' inquiry about increased water usage, GM Johnson spoke about irrigation turn-ons, water leaks. He spoke about crews are being proactive with trend analysis and identifying the leak before it surfaced.

- **Legal Report** – Legal Counsel Nelson provided highlights from his report. The Board and Staff briefly discussed water rights. GM Johnson noted our oldest rights go back to 1917. General Counsel Nelson spoke about Truckee River Operating Agreement (TROA).
- **Board Committee Reports** – Director Mourelatos noted the Finance Committee had recommended the financial items. Director Thompson noted that the Development & Planning committee recommend the Pam Emmerich Trailhead project.

**CONSENT CALENDAR:** *Consent Calendar items are routine items which are approved without discussion or comment. If an item requires discussion, it may be removed from the Consent Calendar prior to action.*

- **Approve Accounts Paid and Payable for the Period from May 9, 2023 – June 12, 2023**
- **Approve Regular and Special Meeting Minutes of May 9, 2023**
- **Approve Issuance of Annual Purchase Orders to Vendors in Amounts Exceeding the General Manager's Spending Limit Authority**
- **Award Construction Contract and Authorize the General Manager to Execute the Agreement with GLA Morris Construction, Inc. for the Regional Park Pam Emmerich Memorial Pinedrop Trailhead Improvements Project and Find that the Agreement is Exempt from CEQA Under CEQA Guidelines § 15301 (Existing Facilities)**
- **Authorize the General Manager to Execute a Three-Month Contract Extension with Headwall Corporation for the Tahoe Treetop Adventure Park**

**MOTION:** Director Thompson moved to approve the consent calendar. Director Daniels seconded the motion. Director Mourelatos recused himself from voting on items 4&5 due to real property interests and approved the remainder of the items. The motion carried unanimously.

## **GENERAL BUSINESS**

**Review, Discuss, and Possibly Approve the Employee Recreation Privileges Policy** – GM Johnson introduced the item.

Director Mourelatos inquired how HR Manager Harris will communicate it to the staff. He said it's an opportunity to highlight the mission, vision, values statement in addition to their other

benefits. He added that he wanted them to know about the resources available to them and become ambassadors. He suggested highlighting the amenities such as the par course. He added that free parking allows access to all the park amenities.

The Board and Staff discussed employee privileges and inventory availability and priority for public use. Additionally, they discussed adding the Board, Commission, and Dependents.

**MOTION: Director Daniels moved to approve the policy for employee privileges that gives authority to the General Manager with concurrence from the Personnel Committee to implement the Employee Privileges Policy with the modification to include the Recreation & Park Commissioners and the Board of Directors as part of the policy. Director Mourelatos seconded the motion which carried unanimously in favor.**

#### **BOARD COMMENTS –**

In response to Director Thompson’s inquiry about using the BGC vans for the CIP Tour, GM Johnson noted we don’t have a driver with CDL with passenger endorsement. GM Johnson noted that BGC has replaced them with two Suburbans and a Tahoe.

**LONG RANGE CALENDAR –** GM Johnson noted August 9<sup>th</sup> is the Tahoe Summit at the NTEC. The Board will hold a special meeting on July 19, 1 p.m. for the Cost of Service Study Workshop with Shawn Koorn.

**PUBLIC COMMENT AND QUESTIONS:** There were no requests for public comment.

The board went into the closed session at 4:13 p.m.

#### **CLOSED SESSION**

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Section 54957. Title: General Manager/CEO**

There was no reportable action taken by the Board during closed session.

**ADJOURNMENT -** There being no further business to come before the Board, the meeting was adjourned at 4:27 p.m.