



MINUTES

NORTH TAHOE PUBLIC UTILITY DISTRICT
Regular Meetings are held at the North Tahoe Event Center

Tuesday, September 12, 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, September 12, 2023, at 2:00 p.m. at the North Tahoe Event Center. The Directors in attendance were Directors Thompson, Hughes, Mourelatos, Daniels, and President. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Utility Operations Manager Fischer, Engineering and Operations Manager Pomroy, Public Information Officer Broglio, Recreation, Parks, and Facilities Manager Oberacker, Human Resources Manager Harris, and Administrative Liaison/Board Secretary Moga. District Legal Counsel Nelson was also present. The Pledge of Allegiance was recited.

The board re-ordered the agenda to hear the Recreation & Parks Commission and TTSA report before the closed session item.

PUBLIC COMMENT AND QUESTIONS (2:00 p.m.): No requests for public comment were made.

EMPLOYEE ANNIVERSARY AWARDS:

- The Board and Staff recognized and commended Ryan Wenz for 5 Years of Service as Customer Service Team Leader
- The Board and Staff recognized and commended Brad Johnson for his 5 Years of Service as the District General Manager.

The Board went into Closed Session at 2:46 p.m. President Coolidge noted that there would be no reportable action taken during the Closed Session.

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS – *Property: North Tahoe Regional Park (APN 112-010-015). Agency Designated Representative: Brad Johnson, General Manager/CEO. Negotiating parties: Headwall Corporation. Under Negotiation: Rent and Terms of Rent.*

OPEN SESSION - The Board resumed Open Session at 3:08 p.m.

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. Mr. Wilson addressed questions about Carollo consultants and the surplus land-use study.

- **Recreation & Parks Commission Report** – Commissioner O’Brien provided highlights from his report.
- **General Manager/CEO Report** – GM Johnson provided highlights from his report, including an update on the grant for fire suppression infrastructure. In response to Director Hughes’ inquiry, General Manager Johnson and Legal Counsel Nelson briefly discussed SB 470 status and availability of funding for private water system acquisition.
- **Public Information Officer Report** – PIO Broglio provided highlights from his report, including NTCA grant proposals.
- **Accounting Department Report for the month ending July 31, 2023** – CFO Van Cleave provided highlights from her report and the Treasurer’s report. CFO Van Cleaves reviewed key performance reporting ratios. The board and staff discussed ratios and recommended goals based on industry standards. They requested to review them every quarter.
- **Recreation, Park, and Facilities Department Report** – RPF Oberacker provided highlights from her report. The Board and Staff briefly discussed the fall/winter activity guide and the tennis court drop-in and reservation process.
- **Planning and Engineering Department Report** – EOM Pomroy provided highlights from his report. The Board and Staff discussed the slurry seal project. EOM Pomroy addressed questions about the UPCCA project list and planning.
- **Utility Operations Department Report** – UOM Fischer provided highlights from his report. Director Thompson noted there were several residential water leaks that the PUD identified during meter readings and alerted the homeowners. He advised the public to read your water bill and look for increased consumption.
- **Legal Report** – Legal Counsel Nelson provided highlights from his report, including a timeline for legislative bills. President Coolidge noted that the Assembly Constitutional Amendment 1 could potentially impact the Active Recreation needs assessment consideration for a recreation center by reducing the voter threshold.
- **Board Committee Reports** – Director Thompson reported Personnel Committee reviewed and recommended item H.5 with grammatical updates as requested by President Coolidge. President Coolidge noted the Finance Committee supported items H.1, 4 and 5.

CONSENT CALENDAR: *Consent Calendar items are routine items that 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 August 8, 2023 – September 11, 2023
- Approve Regular Meeting Minutes of August 8, 2023

- Adopt Resolution 2023-13 to Approve an Amendment to the North Lake Tahoe Public Financing Authority Joint Powers Agreement – Designating Certain Officers of the Authority
- Authorize the General Manager to Execute a One Month Contract Extension with Headwall Corporation for the Tahoe Treetop Adventure Park
- Approve Updates to the Event Center Manager Job Description and the Event Center Coordinator Job Description and Wage Range

MOTION: Director Thompson moved to approve the consent calendar. Director Hughes seconded the motion to approve the consent calendar, which carried unanimously in favor.

GENERAL BUSINESS

Authorize an Increase in the Construction Contingency Executable by the General Manager for the Satellite Sewer Pump Station Replacement Project – GM Johnson introduced the item.

MOTION: Director Thompson moved to Authorize an Increase in the Construction Contingency Executable by the General Manager for the Satellite Sewer Pump Station Replacement Project in the amount of an additional 10%: \$81,000. Director Daniels seconded the motion, which carried unanimously in favor.

Review, Discuss, and Provide Direction on the District’s Proposed Commemorative Seating Program – RPF Oberacker introduced the item and provided a PowerPoint slideshow. The Board and Staff discussed the possibility of having two separate programs – fundraising and commemoration with a specific and limited inventory list with locations. They discussed the lifespan and maintenance of commemorative items, such as a bench, plaque, or paver. Director Mourelatos noted that TVRA is a prime location to commemorate a loved one, and the price should reflect that specific location. Director Thompson disagreed with memorializing individuals. RPF Manager Oberacker noted she will bring this back at a future meeting for additional input.

Authorize the General Manager to Execute a Purchase Order for the Procurement of a Multihog MX 130 Multi-purpose Tractor – GM Johnson introduced the item and provided a PowerPoint presentation. He noted this item was previously heard at the August board meeting, but no action was taken. The Board and Staff discussed the advantages and disadvantages of each equipment type. UOM Fischer added that the backhoes are busy in the heavy winters for clearing the meters. He added the bobcat is not user-friendly, has a large learning curve, has poor visibility, and it’s uncomfortable. Director Thompson spoke about maximizing the money to purchase extra equipment. GM Johnson spoke about the locations needed for the Multihog. The Board and Staff discussed time-savings and safety. The Board and Staff thanked Director Thompson for his expertise.

MOTION: Director Hughes moved to Authorize the General Manager to Execute a Purchase Order for the Procurement of a Multihog MX 130 Multi-purpose Tractor for \$194,763. Director Mourelatos seconded the motion. The Board members thanked Director Thompson for his expertise and input. The motion carried 4-1; Director Thompson opposed.

Outside Agency Presentation, Schedule of District Business, and Pace of Meetings Discussion – President Coolidge introduced the item. The Board and Staff held a discussion about being informed and staying in front of items instead of being reactive, such as Placer County’s Secline Water Quality Project. Director Thompson stated we should rely on the GM to provide updates and add them to the agenda if it needs more discussion. The Board discussed being part of the public process when it involves our property and facilities. GM Johnson noted we are populating our long-range calendar with other agency’s meetings with topics of interest to our District.

The Board and Staff discussed agenda items and the length of the meetings. Director Mourelatos suggested that we could make a hard stop at 6 p.m. GM Johnsons noted we could shift our agenda to address the business of the District at the beginning of the agenda with reports at the end. Director Thompson spoke about Board members’ time commitment and obligations.

LONG RANGE CALENDAR – GM Johnson noted the Board is required to complete AB1234 ethics training, which will be hosted by CSDA as a webinar on October 17, or General Counsel Nelson could provide a training.

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

ADJOURNMENT - There being no further business to come before the Board, the meeting was adjourned at 6:37 p.m.