

**FINANCE COMMITTEE MEETING**  
APPROVED MINUTES

September 23, 2010

DIRECTORS PRESENT: Dan Wilkins and Lou Reinkens

STAFF PRESENT: Jim Dykstra, Treasurer/Director of Accounting & Employee Services  
Cindy Gustafson, General Manager  
Tony Laliotis, Director of Utilities  
Matt Homolka, District Engineer  
Ginger Charlton, District Clerk

The meeting was called to order at 8:00 a.m.

**1. Department Activity Report**

Mr. Dykstra reviewed the report and added information on the following item:

*Conducted inspections of District facilities with John Haaf.* Mr. Haaf will be reviewing District programs as well as facilities in the future.

**2. Bills Paid and Payable Approval**

Director Reinkens asked why the District wrote a check to North Tahoe Fire for \$22,925.00. It was explained that we received a grant for the Fuels Reduction Program and then paid North Tahoe Fire for work they performed. He then asked why we wrote a check to Tahoe Regional Planning Agency for \$42,422.69. It was explained that we collect the inspection fees at the boat ramp and then remit them after deducting a credit card and 2% administration fee.

**3. Expense Report Approvals**

Mr. Dykstra explained the two reports. There were no questions.

**4. Investment Schedule**

Mr. Dykstra reviewed the reports and explained the presentation he gave to the CalPERS Investment Committee. He led a discussion on how much time investment the District should put in to trying to influence CalPERS. Ms. Gustafson said it would have more influence if other agencies attended also and suggested speaking with Jeanine Weinhausen at the CSDA meeting. Director Reinkens said speaking to Andy Sells at ACWA-JPIA and Eldon Boone at ACWA could also help. Ms. Gustafson suggested seeing if ACWA could lead and provide a little more staffing assistance on the issue. Ms. Gustafson said that she will monitor this issue for TCPUD.

**5. Grant Status Report**

Mr. Dykstra went over the grants and reported on their status. Ms. Gustafson reported that she is working on grants for the Sugar Pine to Meeks Bike Trail. Tahoe Transportation District (TTD) is taking the lead on this design project and staff is trying to schedule a meeting where they will put out the RFP and manage a contract for design of that trail. Some members of District staff will serve on the oversight committee of the design. Ms. Gustafson reported that TTD will do public outreach on this project and the West Shore Bypass.

## **6. 2010 Cash Flow Projection**

Mr. Dykstra reported that with lower operating costs this year, the District may end up with a surplus at year's end which will be put into reserves for future capital. Director Wilkins commented that he would like the District to budget to be balanced rather than budgeting to borrow money.

## **7. Updated 2010 Sewer and Water Rate Revenue Projections**

Mr. Dykstra reported that sewer revenues are right-on with the budget and water is picking up due to irrigation. Ms. Gustafson said that most people are controlling their water costs and are paying less than was anticipated.

## **8. Residential Customer Financial Assistance Plan**

Mr. Dykstra introduced Natalie Wickersham, a community member who introduced this item to the District. He reviewed how private utilities offer programs for this through PUC approved surcharges on their bills. If the committee decides that they want to look at offering assistance programs for low income residents, the issue needs to be looked at by legal counsel to assure it's legal for public agencies to offer. Director Wilkins said he would be interested in asking the legal question. If we don't have legal authority, then the topic would be closed. If we do, developing the program would become a matter of prioritization. Ms. Gustafson said if it is legal to offer this program, she would like to go out to other public agencies to see if they offer something. Director Reinkens asked for staff to ask legal counsel if we can just make it available to legal residents. Ms. Gustafson will request legal counsel to spend a few hours on the legal questions discussed.

## **9. Purchasing and Bidding Policy/Local Preference**

Director Wilkins reviewed with the committee what the Town of Truckee does on this policy. The committee concurred that items not subject to formal bidding requirements should be purchased from vendors within the District when they are priced within 5% with acceptable quality.

## **10. Public Forum**

There was no public input.

## **11. Meeting Review and Staff Direction**

Director Reinkens asked to get a monthly report from our lobbyists so we can track what they are doing. Ms. Gustafson said that she will speak with Doyce Boesch about what can be done.

## **12. Adjournment**

The meeting adjourned at 9:30 a.m.

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Ginger Charlton, District Clerk