



**NORTH TAHOE PUBLIC UTILITY DISTRICT
and
NORTH TAHOE BUILDING CORPORATION
Board of Directors Meeting Agenda
North Tahoe Event Center
8318 North Lake Boulevard, Kings Beach, CA**

Tuesday, January 9, 2024, at 2:00 P.M.

Welcome to a meeting of the North Tahoe Public Utility District Board of Directors

The District welcomes you to its meetings. Your opinions and suggestions are encouraged. With a few exceptions, all meetings are recorded and available online after the meeting has concluded. The meeting is accessible to people with disabilities. In compliance with Section 202 of the Americans with Disabilities Act of 1990 and in compliance with the Ralph M. Brown Act, anyone requiring reasonable accommodation to participate in the meeting should contact the North Tahoe Public Utility District office at (530) 546-4212, at least two days prior to the meeting.

In addition, all written public comments received by 1:00 p.m. on January 9, 2024 will be distributed to the District Board Members for their consideration and all written comments will be included in the minutes. Pictures, graphics, or other non-written comments may be included in the minutes at the discretion of the Board of Directors. Written comments may be emailed to mmoga@ntpud.org, mailed or dropped-off at NTPUD's Administrative Offices located at 875 National Ave., Tahoe Vista, CA. 96148.

The Board of Directors may take action upon any item listed on the agenda at any time during the meeting. Scheduled items will be heard at or after the time noted, but the Directors may interrupt or defer discussion in order to deal with other matters. No action will be taken at the meeting on any business not appearing on the posted agenda except as permitted by Government Code Section 54954.2.

TIMED ITEMS ON THIS AGENDA

2:00 P.M. Public Comment and Questions

- A. CALL TO ORDER/OPEN SESSION/PLEDGE OF ALLEGIANCE**
- B. REVIEW AGENDA** - *Agenda Items may be taken off the agenda or taken out of order.*
- C. PUBLIC COMMENT AND QUESTIONS (2:00 P.M.):** *Any person wishing to address the Board of Directors on items on the agenda or matters of interest to the District not listed elsewhere on the agenda may do so at this time. Please limit comments and questions to three (3) minutes since no action can be taken on items presented under Public Comment.*
- D. CLOSED SESSION**
 - 1. PUBLIC EMPLOYEE PERFORMANCE EVALUATION – Pursuant to Section 54957.**
Title: Chief Financial Officer
 - 2. CONFERENCE WITH LABOR NEGOTIATORS – Pursuant to Section 54957.6.**
Agency Designated Representative: Sarah Coolidge, President. Unrepresented Employee: Chief Financial Officer
- E. REPORTS TO THE BOARD OF DIRECTORS:** *Reports are informational only, and no action will be taken.*
 - 1. Tahoe-Truckee Sanitation Agency (T-TSA) Report (Pages 4-6)**
 - 2. Recreation and Parks Commission Report (Pages 7-10)**

3. Board Committee Reports

F. 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.*

1. Approve Accounts Paid and Payable for the period from December 12, 2023 – January 8, 2024 (Page 11)
2. Approve Regular Meeting Minutes of December 12, 2023 (Pages 12-17)
3. Authorize the General Manager to File a Notice of Completion for the Regional Park Tennis/Pickleball Court Reconstruction Project (Pages 18-19)
4. Adopt Resolution 2024-04 Supporting the Submission of An Application Under the Bureau of Reclamation WaterSMART Grants (Pages 20-23)

G. GENERAL BUSINESS

1. Review, Discuss, and Possibly Adopt Resolution 2024-01 Investment Policy for 2024 and Resolution 2024-02 Establish a Prime Investment Account with California CLASS (Pages 24-48)
2. Review, Discuss, and Possibly Adopt Resolution 2024-03 to Establish a Banking Relationship with Wells Fargo and Approve Chief Financial Officer Execution (Pages 49-59)
3. Review and Discuss Draft Five-Year Utility Rate Adjustment Customer Notification (Pages 60-69)
4. Review and Discuss the District's Commemorative Seating Program and Naming of District Parks and Facility Policy Updates (Pages 70-83)
5. Review and Discuss Status of the District's 2023-2028 Strategic and Implementation Plans (Pages 84-99)
6. Public Employee Compensation – Title: Chief Financial Officer – Consider Actions Regarding Chief Financial Officer Performance Review (Page 100)

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

1. General Manager/CEO Report (Pages 101-102)
2. Public Information Officer Report (Pages 103-113)
3. Accounting Department Report for the month ending November 30, 2023 (Pages 114-149)
 - a. Monthly Financial Report
 - b. Treasurer's Report
4. Recreation, Parks, and Facilities Department Report (Pages 150-161)
5. Planning and Engineering Department Report (Pages 162-172)
6. Utility Operations Department Report (Pages 173-177)
7. Legal Report (Pages 178-180)

I. BOARD COMMENTS

J. LONG RANGE CALENDAR (Pages 181-183)

K. NORTH TAHOE BUILDING CORPORATION MEETING (Pages 184-189)

1. CALL TO ORDER/ESTABLISH QUORUM

2. PUBLIC COMMENTS AND QUESTIONS: *Any person wishing to address the Board of Directors on items of interest to the District not listed elsewhere on the Agenda may do so at this time. Please step up to the podium and state your name. It is requested that comments be as brief as possible, since no action may be taken.*
 3. APPROVE MINUTES OF THE JANUARY 10, 2023 MEETING OF THE NORTH TAHOE BUILDING CORPORATION (Pages 185-186)
 4. ELECTION OF OFFICERS FOR 2024 (Page 187)
 5. ADOPT RESOLUTION 2024-01 ESTABLISHING AN INVESTMENT POLICY FOR 2024 (Pages 188-189)
 6. BOARD OF DIRECTOR'S COMMENTS
 7. ADJOURNMENT AND RECONVENE AS NTPUD BOARD OF DIRECTORS
- L. **PUBLIC COMMENT AND QUESTIONS:** *See protocol established under Agenda Item C, Public Comment and Questions.*
- M. **ADJOURNMENT**



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: E-1

FROM: Tahoe-Truckee Sanitation Agency (T-TSA) Representative

SUBJECT: T-TSA Regular Board of Directors Meeting Summary for December 5, 2023

1) The December 5, 2023 Board meeting was held in person:

- T-TSA Board Meeting Videos available at: <https://vimeo.com/user183648821>

2) Public Comment (provided during Public Comment or Agenda items).

None.

3) No Sanitary Sewer Overflows.

4) Status Report:

a) Operations Report:

- All plant waste discharge requirements were met and the plant performed well through the month.
- Drained and cleaned chem and recarb clarifiers side one to facilitate clarifier repairs.
- Continue to monitor and evaluate Sodium Hypochlorite pilot project for effluent disinfection.
- Digester Cleaning Complete
- Removed and replaced iron sponge media.
- Cleaned dewatering building centrate and sludge feed tanks.

b) Laboratory Report:

- Staff performed necessary laboratory testing.
- Corrective actions accepted by assessor.
- Lab completed annual proficiency testing with 100% pass rate.
- Lab in process of completing application for ELAP certification.

c) Capital Projects Report:

- Projects Complete: Roof Repair Project. Projects Under Construction: Sodium Hypochlorite Foundation Project Bid Phase: None Projects in Development: Boiler Replacement Project, 2022 Filter Influent Condition Assessment Project, 2022 Sodium Hypochlorite Disinfection Full Scale Project, 2022 TRI Alpine Meadows to Olympic Valley Rehabilitation Project, and 2024 Front Parking & Landscaping Improvements Project.

d) Other Items Report: The Board Approved:

- Approval of the minutes of the Regular Board meeting on October 18, 2023 and the Special meeting on October 31, 2023.
- Approval of payment of General Fund warrants and Financial Statements.
- Approval to declare the 1995 Cat 950F Loader as Surplus Equipment for Auction.
- Approval to award the procurement of 2024 Cat 938 Wheel Loader and 2024 Cat 246D3 Skid Steer.
- Approval of the Emergency Launder Repair Project.
- Approval of Resolution No. 16-2023 Updating the Signatory Authorization for Agency Depository Accounts, Checks, and General Fund Warrants.
- Approval of Bartkiewicz, Kronick and Shanahan (BKS) Legal Services Rate Increase.
- Approval of Board attendance at the 2024 CASA Winter Conference.

• Additionally:


- Collaborated with TSD & TDPUD on Sierra Sun article for 2023 Water Professionals Appreciation week 10/7-10/15/2023. Staff celebrated with an appreciation luncheon and several breakfast/lunch snacks throughout the week.
- Halloween potluck and costume contest. The GM awarded a \$50 gift card to the winner.
- Thanksgiving luncheon for all staff catered by Smokey's BBQ.
- T-TSA Virtual Thanksgiving Food Drive for Sierra Community House raised \$1,605.
- T-TSA Toys For Tots (Toy Drive) and Tahoe Community Cares Winter Coat Drive, on the 1st day staff had already collected 23 coats and 14 toys. Donations continue through December 13th.
- T-TSA Virtual Holiday Food Drive for Sierra Community House has raised \$1,150 so far and continues through December 13th.

LINKS:


[October 31, 2023 Minutes](#)

[December 5, 2023 Agenda and Packet](#)

REVIEW TRACKING:

Submitted By: 

Scott Wilson
T-TSA Representative

Approved By: 

Bradley A. Johnson, P.E.
General Manager/CEO



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: E-2

FROM: Recreation and Parks Commission

SUBJECT: Recreation and Parks Commission Report from December 14, 2023 Meeting

Rec Connect:

Inspired by community members' input into the Phase 1 North Lake Tahoe Active Recreation Needs Assessment, which indicated soccer as the top team sport played in North Lake Tahoe, and in acknowledgment that soccer is also the world's most popular sport, Recreation, Park, & Facilities Manager, Amanda Oberacker, led Rec & Parks Commission and Committee members in a brief kicking lesson followed by some shots-on-goal practice.

Upcoming and Recent Events:

The holiday tree-lighting/pictures with Santa event on December 1 was well attended. Suggestions for improving traffic flow regarding the appointment-based pictures-with-Santa portion of the event were made and noted by staff for potential implementation in 2024. Several commissioners enjoyed the employee appreciation dinner in early December.

Many periodic winter events will be repeated from last year, including the Snow Fest! Pancake breakfast/parade (March 9), and community garden kickoff (March TBD).

Commissioner Heggen inquired about Parents' Night Out not being shown on the Dec-Mar calendar. She said it was a "wildly popular" event. Manager Oberacker replied that the event had run its course, having been scheduled for the three months of Sept – Nov 2023, but is expected to resume in April, 2024.

Manager's Updates (as reported by Manager Oberacker)

Parks:

Trail work included creation of the new "Birdie Trail" which runs parallel to the portion of the paved Pam Emmerich Memorial Pinedrop trail. It will offer Nordic skiers a groomed bypass to the plowed section of the paved trail.

The new NTRP signs planned for 2023 were all installed. The final signage project, for the Disc Golf course, will be completed in 2024.

Old bear boxes and picnic tables are being replaced both at the North Tahoe Regional Park and the Tahoe Vista Recreation area.

Recreation:

Recently hosted events included the "Bags of Fall" cornhole tournament (Oct 14) and the Harvest Festival, co-hosted with the Boys & Girls Club (Oct 27). NTPUD brought

its “Monster Trucks” and gave kids candy and gave them hands-on experience on the vehicles. Manager Oberacker reported that engagement in core programs (Toddler Time, Golden Hour, yoga, and karate) has been growing. She and Recreation Supervisor, Ben Visnyei, coached weekly futsal and basketball clinics at the Boys & Girls Club this fall. Finally, the tennis and pickleball courts were officially opened on October 28 and were in use throughout November before being closed for winter. Plans are in the works for drop-in and organized play, clinics, leagues, and tournaments starting next spring.

Event Center:

Event Center Coordinator, Charlotte Croley, retired in November Salina Taylor-Caldwell was hired and brings relevant experience. A period of overlap in their employment was arranged, to ensure continuity of service to event center clients and to transfer Charlotte’s knowledge to Salina.

Two NTEC events focused on serving community needs, Winter Warmth and Wellness (to supply families with jackets and household necessities), on October 21, and the Community Thanksgiving (which served >700 in person and >200 via meal-delivery).

NTPUD renewed its agreement with the American Red Cross to offer the event center as an emergency shelter if needed.

Private events and event bookings have been stable for the most recent two months, which is a slight increase over low activity during the summer.

Rec & Parks Administration:

A 7-year contract renewal, to include payments by CalTrans to NTPUD of \$65,000/year, for storage of snow at the North Tahoe Regional Park that CalTrans clears from roads in the Tahoe City and Kings Beach core areas, was on the December board agenda for approval.

Manager Oberacker made sure that commissioners are aware that the invasive species, New Zealand mud snail, was newly detected in Lake Tahoe in October. Staff awaits news of TRPA’s response plan and whether NTPUD could have a role in helping to prevent further invasive species introduction or spread.

Manager Oberacker and Supervisor Visnyei attended the annual National Recreation & Parks Association conference in October. Manager Oberacker contributed to the event by delivering her presentation, *Read the Room: Dynamics for Effective Communication*, to >200 attendees.

Public Information & Community Outreach update (from the written report submitted by Justin Broglio, PIO, and updates provided by NTPUD General Manager, Brad Johnson)

General:

November focus was on promoting event center holiday events, communicating updates on construction projects, and promoting fall recreation programs. Data continue to be collected from the “Customer Service Experience” survey.

Grants:

On December 12, Placer County awarded \$100,000 to NTPUD that will be used to create a final design of a westward extension of the Pam Emmerich Memorial Pinedrop

Trail. It will be a dedicated pathway to improve pedestrian safety in the lower parking lot, including while crossing from field side to restrooms/playground.

Staff is considering several projects to submit for NTCA's Community Vitality and Economic Health Investment Program annual 1-year grant. The application period is open until January 10, 2024.

Event Center Marketing:

In addition to its usual activities, staff is excited to have begun design of the event center's first ever formal marketing kit (brochures and promotional videos).

Community and Regional Partner Connections:

PIO Broglio attended the usual partner meetings and he reported on the completion of the Tennis & Pickleball Project at the Placer County Parks Commission meeting.

Planning & Engineering (as reported by Engineering Manager, Nathan Chorey):

Manager Chorey reported that the construction season has mostly drawn to a close. The tennis/ pickleball courts project was completed, including new stairs between that area and the lower parking lot.

Contracts have been issued for installation of shade sails for the pickleball court area (est. completion: spring 2024) and tennis gazebo roof replacement (est. completion: December 2023). Installation of the interpretive signs at the trailhead is still pending.

Design/bid preparation-phase projects include...

- architects revising their study of possible event center redesign, based on feedback from when it was presented to commission and board at prior meetings
- event center emergency generator project (est. completion 2024)

Financial Reports (through October, as reported by CFO, Vanetta Van Cleave, and presented by GM Johnson):

We are four months (one-third) into the current fiscal year. Greater than 70% of the Rec & Parks enterprise's capital improvement projects budget had been expended as of October and the majority of the anticipated grant funding to be received this fiscal year has already been received as well. NTEC revenue is running below budget so far this year.

Office of the General Manager (as reported by GM Johnson)

Commission meeting dates for 2024 will continue on the fourth Thursday of every other month (Feb, Apr, Jun, Aug, Oct, and Nov/Dec) at 6 pm at the NTEC.


The Commission's Chair and Vice Chair both finished their maximum 2-year terms as officers. For 2024, Michael Stoltzman will move to the position of Chair and Sean O'Brien will take over as Vice Chair. Commission and committee members and NTPUD staff thanked Chair Heggen for her service as Chair these past two years. All commissioners' appointments continue into 2024.

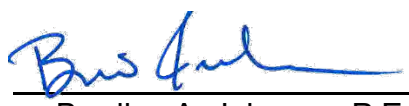
Parking Fees at NTRP: Rec & Parks staffed an entrance kiosk at the NTRP, collecting and analyzing park use and parking fees earned during summer 2023. Staff recommends raising the parking fee as a winter pilot program, only on peak-use days (Dec 23-Jan 1, and weekends/holidays from Jan 6-Mar 3). The commission discussed the proposal at length. The

fee could be implemented immediately. Commissioners generally felt the increase from \$5 to \$20 for this peak-days-only pilot to be fair, aligning reasonably closely with comparable facilities (e.g., Sno-Parks, which charge \$15/vehicle but have fewer amenities). Commissioners agreed with Rec & Parks Manager Oberacker that she may adjust the fee modestly in response to factors like demand, kiosk-staff availability, snow conditions and customer feedback. The fee would be reassessed in Spring 2024.

Recreation/Aquatic Center: A joint board meeting with Tahoe City Public Utilities District to discuss community input from the Active Recreation Assessment has been scheduled for January 3, 2024. Commissioners have been invited to attend.

REVIEW TRACKING:

Submitted By: 
Nancy Williams
Recreation & Parks Alt. Commissioner

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: F-1

FROM: Accounting Department

SUBJECT: Approve Accounts Paid and Payable for the Period from December 12th, 2023 – January 8th, 2024

RECOMMENDATION:

Approve accounts paid and payable from December 12th, 2023, through January 8th, 2024.

DISCUSSION:

Pursuant to California Public Utilities Code 16116, "The Accountant ... shall draw all warrants to pay demands made against the District when the demands have been first approved by a majority of the Board present at the meeting at which the demands are acted upon." The Chief Financial Officer presents the Finance Committee with both Accounts Paid (warrants or checks written) and Accounts Payable (warrants or checks to be written or demands) for its review.

FISCAL ANALYSIS:


Sufficient funds are included in the 2023-2024 Fiscal Year budget. District Staff and the Finance Committee have reviewed and recommended these accounts paid and payable as appropriate District expenditures.

ATTACHMENTS: N/A

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: 
Vanetta N. Van Cleave
Chief Financial Officer

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: F-2

FROM: Office of the General Manager

SUBJECT: Approve Regular Meeting Minutes of December 12, 2023

RECOMMENDATION:

Approve the Regular Meeting Minutes of December 12, 2023

DISCUSSION:

At the regular Board meeting and any special Board meetings, draft minutes from meeting(s) held during the previous month are presented to the Board of Directors for review and approval. Meeting minutes represent the official record of the District's actions. Minutes are considered to be a vital and historical record of the District.

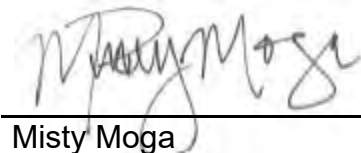
FISCAL ANALYSIS: No Fiscal Impact

ATTACHMENTS: Draft Minutes from December 12, 2023

MOTION: Approve Staff Recommendation

REVIEW TRACKING:

Submitted By: _____


Misty Moga

Administrative Liaison

Approved By: _____



Bradley A. Johnson, P.E.
General Manager/CEO



DRAFT MINUTES

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

Tuesday, December 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, December 12, 2023, at 2:00 p.m. at the North Tahoe Event Center. The Directors in attendance were Thompson, Hughes, Mourelatos, Daniels, and President Coolidge. District Staff in attendance included General Manager Johnson, Chief Financial Officer Van Cleave, Engineering and Operations Manager Pomroy, Public Information Officer Broglio, Human Resources Manager Harris, and Administrative Liaison/Board Secretary Moga. District Legal Counsel Nelson was also present. The Pledge of Allegiance was recited. President Coolidge announced there were no changes to the agenda.

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

REPORTS TO THE BOARD OF DIRECTORS: *Reports are informational only, and no action will be taken.*

- Tahoe-Truckee Sanitation Agency (T-TSA) Report – TTSA Representative Scott Wilson was not in attendance.
- Board meeting reports – Director Daniels reported that Development & Planning Committee reviewed the consent items and has some clerical items in the Caltrans agreement but recommended approval. President Coolidge reported on the Personnel and Finance Committee and recommended the finance consent items.

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 November 14, 2023 – December 11, 2023
- Approve the Special Meeting Minutes of November 13, 2023, and the Regular Meeting Minutes of November 14, 2023
- Authorize the General Manager to Execute an Agreement with the California Department of Transportation for Storage of Snow in the North Tahoe Regional Park
- Authorize the General Manager to Execute an Increase to the Annual Purchase Order with Western Nevada Supply for Water and Wastewater System Materials and Supplies
- Authorize Funding a Portion of the District's CalPERS Unfunded Pension Liability Obligation
- Authorize the General Manager to Execute Agreements with the California Department of Transportation for Utility Adjustments in State Route 28

Director Mourelatos recused himself from Consent Calendar Item 3, Caltrans Snow Storage Agreement, due to real property interests. In response to Director Daniels' inquiry, CFO Van Cleave answered questions regarding CalPERS' Unfunded Pension Liability item. The Directors thanked the CFO for her presentation, the Finance Committee Report, the memo, and the ratios.

MOTION: Director Hughes moved to approve the Consent Calendar. Director Mourelatos recused himself from Consent Calendar Item 3 due to real property interest. Director Daniels seconded the motion, which carried unanimously in favor.

GENERAL BUSINESS

Review, Discuss, and Possibly Accept the Annual Independent Audit Report of Financial Statements for Fiscal Year 2022-2023 with a Presentation by Brad Bartells of MUN CPAs – Mr. Bartells provided a PowerPoint slideshow of a summary of audit results and an unmodified report. The Board recognized the NTPUD Accounting team. Controller Pommerenck thanked the Board for their support.

MOTION: Director Daniels moved to accept the annual independent audit report of the financial statements for Fiscal Year 2022-2023. Director Mourelatos seconded the motion. The motion carried unanimously.

Review, Discuss, and Possibly Set the Date/Time for the Public Hearing on Proposed Wastewater and Water Rate Adjustments and Discuss the Public Notice Campaign. Messaging – GM Johnson introduced the item. The Board and Staff discussed the public hearing date, Prop 218 noticing requirements, and the open house. Director Hughes inquired about remote access for the public. PIO Broglio shared the multiple opportunities for input. The Board and Staff reviewed the fire suppression and resiliency messaging. They discussed the proposed rate relief program. Director Daniels requested that the rate relief program details be available during the open house in February.

MOTION: Director Hughes moved to set the public hearing date for March 7, 5 p.m. at North Tahoe Event Center. Director Daniels seconded the motion. The motion carried unanimously.

President Coolidge suggested including a QR code for Spanish translation and suggested using the language "income qualified."

The Board and Staff discussed hosting an open house on Tuesday, 2/13, from 6 to 8 p.m. after the regular February board meeting.

Review, Discuss, and Provide Direction to Staff Regarding North Tahoe Regional Park Peak Parking Fees for Winter 2023 – RPF Oberacker introduced the item. Director Daniels provided historical information on the parking fees in the park. The Board and Staff held a long discussion about the \$20 price point for parking on peak weekends, sustainable tourism, future parking management, and enforcement. GM Johnson spoke about this as a pilot program to

gather data for future operations and concessionaires. Directors Daniels and Hughes expressed keeping the fee modest until further analysis could be done.

BOARD ORGANIZATIONAL MATTERS FOR CALENDAR YEAR 2024

Selection of Officers for 2024 – The Board discussed the officer positions.

- a. President
- b. Vice President
- c. Secretary

Director Thompson nominated Daniels for president. The motion failed due to a lack of support. After a brief discussion, the Board coalesced around selecting the same officers as 2023.

Motion: Director Daniels moved to keep the same officers. Directors Thompson seconded the nomination. The motion carried unanimously.

Committee Appointments for 2024 – After a brief discussion, the Board agreed to keep the same committee assignments as in 2023.

- Development and Planning Committee – Directors Thompson/Daniels
- Finance Committee – Directors Mourelatos/Coolidge
- Personnel Committee – Directors Thompson/Coolidge
- Recreation and Parks Committee – Directors Hughes/Daniels
- Other Committees:
 - Active Recreation Ad Hoc: Directors Daniels/Mourelatos
 - Communication & Outreach Ad Hoc: Directors Hughes/Mourelatos

Director Mourelatos requested the Board to consider an Ad Hoc Committee for the NTEC Architectural Study.

MOTION: Director Hughes moved to keep the current 2023 committee assignment. Director Daniels seconded the motion. The motion carried unanimously.

Set Regular Meetings and Committees Date/Time/Locations for 2024 –

MOTION: Director Thompson moved to retain the current regular board meeting schedule as the 2nd Tuesday of the month, 2 p.m., held at the North Tahoe Event Center. Director Hughes seconded the motion, which was carried unanimously in favor.

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

- **General Manager/CEO Report** – GM Johnson shared the Tahoe Water for Fire Suppression partnership video. It was done as part of CSDA’s virtual tour. In response to Director Hughes’ inquiry, GM Johnson provided an update regarding the legislative strategy and state budget shortfall for the next year.

- **Public Information Officer Report** – PIO Broglio provided highlights from his report. He announced our NTCA’s Community Vitality and Economic Health Investment Program \$100,000 grant request was granted to enhance the Pam Emmerich Memorial Pinedrop trail. In response to Director Mourelatos, PIO Broglio spoke about the wayfinding signage project in the parks.
- **Accounting Department Report for the month ending October 31, 2023** – CFO Van Cleave provided highlights from her report. She reviewed Leverage Ratios. In response to Director Mourelatos, CFO Vanetta noted that <.05 is a reasonable and conservative indicator and industry standard and makes us attractive to lenders. The Board and Staff discussed debt financing as an option and the need for a debt policy.
- **Recreation, Park, and Facilities Department Report** – RPF Oberacker provided highlights from her report. In response to Coolidge’s inquiry, RPF Oberacker spoke about the logistics and process for statistically valid polling for the active recreation needs assessment.
- **Planning and Engineering Department Report** – EOM Pomroy provided highlights from his report.
- **Utility Operations Department Report** – UOM Fischer was not in attendance. EOM Pomroy provided highlights from UOM Fischer’s report.
- **Legal Report** – Legal Counsel Nelson provided highlights from his report. There were no questions.

BOARD COMMENTS – Director Daniels wanted to publicly thank Event Center Manager Becker for setting the bar for the event center.

LONG RANGE CALENDAR – GM Johnson reviewed the following Long-Range calendar items. He noted the Joint Special meeting with TCPUD will held on January 31, 11 a.m., at the North Tahoe Event Center.

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

The meeting went into a closed session at 6:11 p.m.

CLOSED SESSION

- **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**

Property: Water rights and easements in various locations within the NTPUD service area

Agency negotiator: Bradley A. Johnson, General Manager/CEO

Negotiating parties: Craig Fox, Fulton Water Company

Under negotiation: Price and Terms of Payment

Property: Water rights and easements in various locations within the NTPUD service area

*Agency negotiator: Bradley A. Johnson, General Manager/CEO
Negotiating parties: Sean Gray, Agate Bay Water Company
Under negotiation: Price and Terms of Payment*

- **PUBLIC EMPLOYEE PERFORMANCE EVALUATION** – Pursuant to Section 54957. Title: Chief Financial Officer
- **CONFERENCE WITH LABOR NEGOTIATORS** – Pursuant to Section 54957.6. Agency Designated Representative: Sarah Coolidge, President, and Phil Thompson, Director. Unrepresented Employees: General Manager/CEO and Chief Financial Officer

No reportable action was taken during the closed session.

ADJOURNMENT – With no further business to come before the Board, the meeting was adjourned at 7:38 p.m.



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: F-3

FROM: Planning and Engineering Department

SUBJECT: Authorize the General Manager to File a Notice of Completion for the Regional Park Tennis/Pickleball Court Reconstruction Project

RECOMMENDATION:

Authorize the General Manager to file a Notice of Completion for the Regional Park Tennis/Pickleball Court Reconstruction Project (Project #2392).

DISCUSSION:

At the May 9, 2023 meeting, the Board of Directors awarded a contract in the amount of \$2,282,693 to McCuen Construction, Inc. for the Regional Park Tennis/Pickleball Court Reconstruction Project. The project was completed on December 15, 2023. The following table is a summary of the Construction Phase Project finances.

Construction Project Budget:	
Regional Park Tennis/Pickleball Court Reconstruction Project	\$ 2,792,715
Construction Project Expenses:	
Awarded Contract	\$ 2,282,693
Contract Change Orders	\$ 80,006
NTPUD Staff Time (Construction Phase)	\$ 70,000
Professional Services during Construction	\$ 53,240
District Furnished Materials	\$ 60,000
Estimated Total Construction Expenses	\$2,545,939
Estimated Construction Budget Summary	
	\$246,776

The Construction phase expenses for this project came in under budget by \$246,775.16. A total of 3.5% contingency was expended. The Board had authorized 5% in contingency funds for the construction contract.

FISCAL ANALYSIS:

The Fiscal Year 2023/24 project budget totaled \$2,792,715, and the total project expenses were \$2,545,939. The project overall is \$246,776 under budget. The project is complete and will be closed with the final retention release and payment of any remaining consultant invoices.

The District received two grants for this project totaling \$932,432. The budgetary impact to the District of the proposed project is summarized in the table below:


Item	Amount
Construction Phase Costs	\$2,545,939
Placer County TOT CAP Grant	(\$182,432)
Placer County Park Dedication - Grant	(\$750,000)
Total District Commitment for Construction	\$1,613,507


STRATEGIC PLAN ALIGNMENT:

Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective D: Utilize the North Tahoe Regional Park as a community asset for passive and active recreation; and – Objective E: Use the Active Recreation Needs Assessment to establish community priorities and set a roadmap for the future of District recreation facilities; and – Objective F: Uphold maintenance and capital investment of existing facilities to ensure their vitality for generations to come.

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: 
 Joseph J. Pomroy, P.E.
 Engineering & Operations Manager

Approved By: 
 Bradley A. Johnson, P.E.
 General Manager/CEO

Reviewed By: 
 Vanetta N. Van Cleave
 Chief Financial Officer



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: F-4

FROM: Planning and Engineering Department

SUBJECT: Adopt Resolution 2024-04 Supporting the Submission of An Application Under the Bureau of Reclamation WaterSMART Grants

RECOMMENDATION:

Adopt Resolution 2024-04 Supporting the Submission of An Application Under the Bureau of Reclamation WaterSMART Grants: Water and Energy Efficiency Grants for Fiscal Year 2024 and Fiscal Year 2025, and Authorizing the General Manager to sign and file a Financial Assistance Application with the Bureau of Reclamation.

DISCUSSION:

The U.S. Department of the Interior's WaterSMART (Sustain and Manage America's Resources for Tomorrow) Program provides a framework for Federal leadership and assistance to stretch and secure water supplies for future generations.

Through WaterSMART, the Bureau of Reclamation (Reclamation) leverages Federal and non-Federal funding to work cooperatively with States, Tribes, and local entities as they plan for and implement actions to increase water supply sustainability through investments in existing infrastructure. Through Water and Energy Efficiency Grants, Reclamation provides financial assistance to support projects that result in quantifiable and sustained water savings, implement renewable energy components, and support broader sustainability benefits.

District Staff has identified this funding opportunity to provide up to \$500,000 in matching Federal Funds for the District's Smart Water Meter Project. The project would replace our 3,500 water meters with new ultrasonic flowmeters utilizing cellular endpoints for data communication. The new water meters support water efficiency and conservation for municipal users in our District through a customer portal that gives customers the power to manage their water use through easy-to-understand consumption graphs and configurable leak notifications and by providing timely, visual access to their water usage behavior. The District will receive water usage reports daily that will promote early leak detection and excessive water use, which will save water and money for the customers on their monthly water bills.

The applications are due by February 22, 2024, and the Bureau of Reclamation expects to contact potential award recipients and unsuccessful applicants in Summer 2024 with an anticipated award date of December 31, 2024.

FISCAL ANALYSIS:

While there is no Fiscal Impact with the adoption of this Resolution, should the District be successful in qualifying for the grant, the currently planned \$1.2 million future capital expenditures for Smart Metering Infrastructure Improvements would be offset by the grant funds received.

STRATEGIC PLAN ALIGNMENT:


Goal 1: Provide safe, efficient, sustainable water and wastewater services focusing on industry best practices and continuous improvement – Objective E: Actively advance the District’s consumer-facing public utility initiatives through community engagement – Tactic 1: Water loss, conservation, and drought mitigations – Activity b: Continue installation of cellular smart water meters to streamline the meter reading process and to allow customer access to real-time usage data.


Goal 3: Enhance District governance and partnerships – Objective C: Monitor and advocate for Federal, State, and Local legislation; and actively pursue relevant grant opportunities that support District priorities – Tactic 5: Continue to monitor and pursue other grant opportunities to support District priorities.

ATTACHMENTS: Resolution 2024-04

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: 
Joseph J. Pomroy, P.E.
Engineering & Operations Manager

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

Reviewed By: 
Vanetta N. Van Cleave
Chief Financial Officer

RESOLUTION 2024-04
A RESOLUTION OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT
SUPPORTING THE SUBMISSION OF AN APPLICATION UNDER THE BUREAU OF
RECLAMATION WATERSMART GRANTS: WATER AND ENERGY EFFICIENCY
GRANTS FOR FISCAL YEAR 2024 AND FISCAL YEAR 2025

WHEREAS, the North Tahoe Public Utility District owns and operates a public water system that serves customers on the North Shore of Lake Tahoe and has installed water meters at each point of connection to record water use for each customer.

WHEREAS, the North Tahoe Public Utility District plans to increase water supply sustainability through investments in existing water infrastructure including the replacement of 3,500 water meters at each point of connection with new ultrasonic flowmeters utilizing cellular endpoints for data communication.

WHEREAS, The new water meters support water efficiency and conservation for municipal users in our district through a customer portal that gives customers the power to manage their water use through easy-to-understand consumption graphs and configurable leak notifications and by providing timely, visual access to their water usage behavior. The District will receive water usage reports daily that will promote early leak detection and excessive water use, which will save water and money for the customers on their monthly water bills.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT AS FOLLOWS:

1. Supports the submission of an application under the Bureau of Reclamation WaterSMART: Water And Energy Efficiency Grants For Fiscal Year 2024 and Fiscal Year 2025 and certifies that the NTPUD is capable of providing the amount of funding and in-kind contributions specified in the funding application; and that NTPUD will work with the Bureau of Reclamation to meet established deadlines for entering into a cooperative agreement.
2. The General Manager is hereby authorized and directed to sign and file, for and on behalf of the NTPUD, a Financial Assistance Application for a financing agreement from the Bureau of Reclamation for the planning, design, and construction of the following project: NTPUD Smart Water Meter Project.
3. That NTPUD hereby agrees and further does authorize the aforementioned representative or his/her designee to certify that the Agency has and will comply with all applicable state and federal statutory and regulatory requirements related to any financing or financial assistance received from the Bureau of Reclamation.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT THIS 9th DAY OF JANUARY 2024, BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Sarah Coolidge, President
Board of Directors**

ATTEST:

**Bradley A. Johnson, P.E.
General Manager/CEO**



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: G-1

FROM: Accounting Department

SUBJECT: Review, Discuss, and Possibly Adopt Resolution 2024-01 Investment Policy for 2024 and Resolution 2024-02 Establish a Prime Investment Account with California Cooperative Liquid Assets Securities System (CLASS)

RECOMMENDATION:

The Board of Directors Adopt Resolution 2024-01, A Resolution of the Board of Directors of the North Tahoe Public Utility District establishing an Investment Policy for 2024; and adopt Resolution 2024-02, A Resolution of the Board of Directors of the North Tahoe Public Utility District establishing a prime investment account with California Cooperative Liquid Assets Securities System (CLASS).

DISCUSSION:

The State of California requires the North Tahoe Public Utility District to establish a policy for the investment of funds of the District and that the investment policy be written and reviewed annually by the District. This policy is used to direct the Treasurer in investing District's funds. The District has used a combination of Financial Institution Certificates of Deposit insured by the FDIC, Asset-Backed Securities, Mutual Funds, Government securities, as well as California's Local Agency Investment Fund (LAIF).

As of July 2022, there is an additional option available to the District, the California Cooperative Liquid Assets Securities System (CLASS). CLASS is a California Joint Powers Authority governed by public agency finance professionals that complies with California laws and regulations. This vehicle would offer an additional short-term investment opportunity for utilization in cash management.

FISCAL ANALYSIS:

In the fiscal year that ended June 30, 2023, the District earned approximately \$210,000 in interest and investment earnings.

STRATEGIC PLAN ALIGNMENT:

Goal 3: Enhance District governance and partnerships – Objective A: Maintain best practices in public agency governance throughout all levels of the District; and – Objective B: Ensure financial sustainability of the District.


ATTACHMENTS: California CLASS Presentation
California CLASS Information
Resolution 2024-01
Resolution 2024-02

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: 

Vanetta N. Van Cleave
Chief Financial Officer

Approved By: 

Bradley A. Johnson, P.E.
General Manager/CEO

California CLASS

(California Cooperative Liquid Assets Securities System)

California CLASS is a California Joint Powers Authority sponsored by CSDA governed by a Board of Trustees comprised of public agency finance professionals.

Professionally managed in accordance with State laws and California Government Codes.

Fitch Assigned 'AAAm' Rating to CA CLASS Enhance Cash Fund in June 2022

California CLASS

A New Joint Powers
Authority Investment Pool
for California Public
Agencies

www.californiaclass.com

ENDORSED BY

Diversify and Strengthen Your Public Funds Investment Program		
<ul style="list-style-type: none"> ✓ Endorsed by Cal Cities and CSDA ✓ Preservation of principal and access to liquidity ✓ Securities marked-to-market daily 	<ul style="list-style-type: none"> ✓ Same-day liquidity for Prime fund ✓ Next-day liquidity for Enhanced Cash fund ✓ No minimum balance requirements nor maximum contributions 	<ul style="list-style-type: none"> ✓ Managed to generate a competitive daily yield ✓ Prime fund for agency operating dollars and Enhanced Cash fund for reserves ✓ Ratings of 'AAAm' & 'AAAf/S1'

Prime Portfolio Characteristics

Portfolio Type	Prime-style Every-day fund for operating dollars
Rating	'AAAm' Rated by S&P Global Ratings**
Min/Max Investment	None No minimum balance requirements nor maximum contributions
Liquidity	Daily Same-day liquidity available (11:00 a.m. PT cutoff)
NAV Type	Stable NAV Traditional stable \$1.00 NAV
WAM	≤ 60 days Weighted average maturity of 60 days or less
Dividend Rate	Daily Accrual Dividends accrue daily and are reinvested at month-end
Accounts	Unlimited Create as many California CLASS subaccounts as your entity needs
Reporting	Accessible in Portal Conveniently access your monthly statement, transaction confirmations, and on-demand reports

California CLASS Performance - Prime



Performance

Annualized as of September 30, 2023

Time Period	California CLASS Prime
Inception Date	7/1/2022
1 year	4.8243%
3 years	N/A
5 years	N/A
10 years	N/A
Since Inception	4.2908%

Benchmark(s)	1 year	3 year	5 year	10 year
ICE BofA US 3-Month Treasury Index	4.4717%	1.7003%	1.7165%	1.1148%

California CLASS Performance - Prime



Date	Daily Rate (%)	30-Day Yield (%)	YTD Yield (%)
11/30/2023	5.5691	5.5451	5.1516
10/31/2023	5.554	5.5143	5.1128
9/30/2023	5.5193	5.4766	5.0672
8/31/2023	5.4663	5.4475	5.0167
7/31/2023	5.4443	5.2944	4.9537
6/30/2023	5.2651	5.2264	4.8955
5/31/2023	5.188	5.1545	4.8298
4/30/2023	5.0425	5.0042	4.7471
3/31/2023	4.9771	4.7661	4.6614
2/28/2023	4.7275	4.7015	4.6069
1/31/2023	4.599	4.5263	4.5158
12/31/2022	4.2009	4.193	2.9045
11/30/2022	4.0146	3.8022	2.6615
10/31/2022	3.2325	3.0995	2.3833
9/30/2022	2.828	2.6078	2.1449
8/31/2022	2.4421	2.3583	1.9209
7/31/2022	1.9433	1.543	1.4936

LAIF Performance – Dec 2022



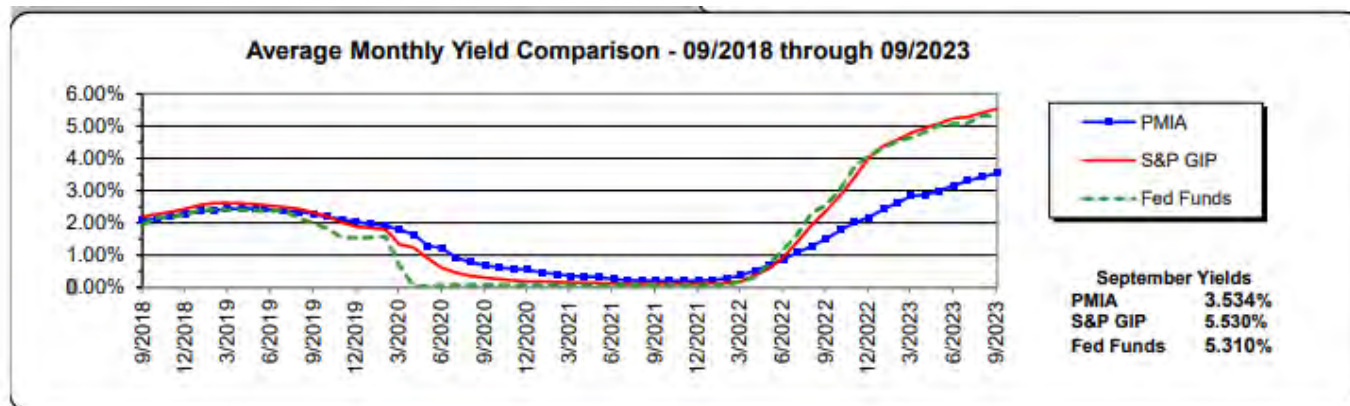
California State Treasurer
Fiona Ma, CPA

Home | PMIA Home | Contacts | Time Deposits | LAIF

Home -> PMIA -> PMIA Average Monthly Effective Yields

PMIA Average Monthly Effective Yields

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
2020	1.967	1.912	1.787	1.648	1.363	1.217	0.920	0.784	0.685	0.620	0.576	0.540
2021	0.458	0.407	0.357	0.339	0.315	0.262	0.221	0.221	0.206	0.203	0.203	0.212
2022	0.234	0.278	0.365	0.523	0.684	0.861	1.090	1.276	1.513	1.772	2.007	2.173
2023	2.425	2.624	2.831	2.870	2.993	3.167	3.305*	3.434	3.534	3.670		



UBS CDs & Bonds



	Trade Date	Term (Months)	Rate	Maturity	Amount
Cash					16,983
US T Bill	7/26/2023	6	4.70%	1/25/2024	245,000
Sarfa CD	7/14/2023	6	5.50%	1/25/2024	206,000
US T Bill	10/6/2023	6	4.70%	4/4/2024	431,000
Comenity CD	3/31/2023	12	2.80%	5/17/2024	100,000
Santander CD	5/19/2023	6	5.30%	5/24/2024	245,000
Barclays CD	7/14/2023	12	5.25%	7/18/2024	200,000
Captial One	11/30/2023	9	5.44%	8/7/2024	238,000
TOYOTA FINL	8/4/2021	36	0.60%	8/12/2024	245,000
TEXAS EXCHANGE BK TX US	8/26/2020	52	0.50%	12/11/2024	159,000
JPMORGAN CHASE BK DE US	12/22/2020	60	0.50%	12/15/2025	203,000
FNMA NTS	1/6/2021	60	0.64%	12/30/2025	250,000
			Weighted Average	2.8%	\$2,538,983

What is California CLASS?

California Cooperative Liquid Assets Securities System (California CLASS) is a joint exercise of powers entity authorized under Section 6509.7, California Government Code. California CLASS is a pooled investment option that was created via a joint exercise of powers agreement by and among California public agencies. California CLASS offers public agencies a convenient method for investing in highly liquid, investment-grade securities carefully selected to optimize interest earnings while maximizing safety and liquidity. The California CLASS Prime and Enhanced Cash funds offer public agencies the opportunity to strengthen and diversify their cash management programs in accordance with the safety, liquidity, and yield hierarchy that provides the framework for the investment of public funds.

How is it governed and managed?

California CLASS is overseen and governed by a Board of Trustees. The Board is made up of public agency finance professionals who participate in California CLASS and are members of the Joint Powers Authority (JPA). The Board of Trustees has entered into an Investment Advisor and Administrator Agreement with Public Trust Advisors, LLC. Public Trust is responsible to the Board for all program investment and administrative activities as well as many of the services provided on behalf of the Participants.

How can we participate?

Enrolling in California CLASS is simple. Public agencies may become Participants simply by filling out the Participant Registration Form that can be found in the document center on the California CLASS website. Public agencies may submit the completed registration packet to California CLASS Client Services for processing at clientservices@californiaclass.com. To obtain account forms and fund documents, visit www.californiaclass.com/document-center/.

Endorsed By:



LEAGUE OF
**CALIFORNIA
CITIES**

www.calcities.org



**California Special
Districts Association**

Districts Stronger Together

www.csda.net

Participants benefit from the following:

- Same-day availability of funds in Prime Fund (11:00 a.m. PT cut-off)
- Deposits by wire or ACH
- Ratings of 'AAAm' & 'AAAf/S1'
- Prime fund transacts at stable NAV
- Portfolio securities marked-to-market daily
- Secure online access for transactions and account statements
- No withdrawal notices for Prime Fund
- Participant-to-Participant transactions
- Interest accrues daily and pays monthly
- No maximum contributions
- No minimum balance requirements
- No transaction fees*
- Annual audit conducted by independent auditing firm**
- Dedicated client service representatives available via phone or email on any business day

*You may incur fees associated with wires and/or ACH transactions by your bank, but there will be no transaction fees charged from California CLASS for such transactions.
**External audits may not catch all instances of accounting errors and do not provide an absolute guarantee of accuracy.



What are the objectives of California CLASS?

Safety

The primary investment objective of the California CLASS Prime fund is preservation of principal. Both California CLASS portfolios are managed by a team of investment professionals who are solely focused on the management of public funds nationwide. The custodian for California CLASS is U.S. Bank, N.A.

Liquidity

When you invest in the California CLASS Prime fund, you have access to your funds on any business day. You must notify California CLASS of your funds transaction requests by 11:00 a.m. PT via the internet or phone. There are no withdrawal notices for the daily-liquid California CLASS Prime fund. Enhanced Cash is a variable NAV fund that provides next-day liquidity and a one-day notification of withdrawal.

Competitive Returns

California CLASS strives to provide competitive returns while adhering to the objectives of safety and liquidity. Participants benefit from the investment expertise and institutional knowledge provided by the team of Public Trust professionals. Portfolio performance is strengthened by the extensive knowledge of California public agency cash flows that the Public Trust team possesses.

Ease of Use

To make cash management streamlined and efficient, California CLASS includes many features that make it easy to access account information and simplify record keeping. Participants can transact on any business day using the California CLASS phone number (877) 930-5213, fax number (877) 930-5214, email clientservices@californiaclass.com or via the California CLASS Online Transaction Portal at www.californiaclass.com.

Flexibility

You may establish multiple California CLASS subaccounts. You will receive comprehensive monthly statements that show all of your transaction activity, interest accruals, and rate summaries. These statements have been specifically designed to facilitate public sector fund accounting and to establish a clear accounting and audit trail for your records.

Legality

California CLASS only invests in securities permitted by California State Code Section 53601; permitted investments are further restricted to those approved by the Board of Trustees as set forth in the California CLASS Investment Policies.

Have Questions? Contact us or visit www.californiaclass.com for more information.



Bob Shull

Director, Investment Services
bob.shull@californiaclass.com
(213) 378-2070



Laura Glenn, CFA®

Senior Director, Investment Services
laura.glenn@californiaclass.com
(404) 822-8287



Brent Turner

Regional Director of Strategy
brent.turner@californiaclass.com
(303) 999-8190



Rodrigo Bettini

Director, Investment Services
rodrigo.bettini@californiaclass.com
(813) 820-0703

Any financial and/or investment decision should be made only after considerable research, consideration, and involvement with an experienced professional engaged for the specific purpose. **Past performance is not an indication of future performance. Any financial and/or investment decision may incur losses.** Please see the Information Statement for further details on the fee calculation and other key aspects about California CLASS. California CLASS Prime is rated 'AAAm' by S&P Global Ratings. A 'AAAm' rating by S&P Global Ratings is obtained after S&P evaluates a number of factors including credit quality, market price exposure, and management. For a full description on rating methodology, please visit www.spglobal.com. California CLASS Enhanced Cash is rated by 'AAA/SI' by FitchRatings. The 'AAAF' rating is Fitch's opinion on the overall credit profile within a fixed-income fund/portfolio and indicates the highest underlying credit quality of the pool's investments. The 'SI' volatility rating is Fitch's opinion on the relative sensitivity of a portfolio's total return and/or net asset value to assumed changes in credit spreads and interest rates. The 'SI' volatility rating indicates that the fund possesses a low sensitivity to market risks. For a full description on rating methodology, please visit www.fitchratings.com. Ratings are subject to change and do not remove credit risk.

RESOLUTION 2024-01
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT ESTABLISHING AN INVESTMENT POLICY FOR 2024

WHEREAS, the State of California requires the North Tahoe Public Utility District to establish a policy for investment of funds of the District; and

WHEREAS, the State of California requires that the investment policy be written and reviewed annually by the District,

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT declares the following:

- 1. That the investment policy stipulates the North Tahoe Public Utility District is to obtain maximum interest return, without arbitrage, with total safety of principal based on available cash as dictated by District cash flow requirements; and
- 2. That the investment activity of the North Tahoe Public Utility District shall be within the following approved instruments:

- Local Agency Investment Fund (State of California)
- California Cooperative Liquid Assets Securities System (CA CLASS)
- Placer County Treasurer’s Investment Fund
- Financial Institution Certificates of Deposit
- US Treasury Bills
- Instruments Guaranteed by the US Government
- Money Market Accounts Invested in US Governmental Securities

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT THIS 9th DAY OF JANUARY 2024, BY THE FOLLOWING ROLL CALL VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

Sarah Coolidge, President
Board of Directors

ATTEST:

Bradley A. Johnson, P.E.
General Manager/CEO

RESOLUTION 2024-02
**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH TAHOE
PUBLIC UTILITY DISTRICT ESTABLISHING A PRIME ACCOUNT WITH
CALIFORNIA COOPERATIVE LIQUID ASSETS SECURITIES SYSTEM**

WHEREAS, the North Tahoe Public Utility District is a California Public Agency;

WHEREAS, the District's Board of Directors has determined that a high liquid, investment-grade security option would benefit the District;

WHEREAS, the California Cooperative Liquid Assets Securities System (CA CLASS) is a joint powers authority that provides a Prime option to ensure the District and other public agencies may appropriately and prudently invest cash while maintaining liquidity;

WHEREAS, the District would benefit from joining CA CLASS and the establishment of a Prime account through CA CLASS;

WHEREAS, the Board of Directors wishes to authorize the establishment and management of a Prime account through CA CLASS.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT declares the following:

1. The District shall establish a Prime Investment account through the California Cooperative Liquid Assets Securities System (CA CLASS).
2. The Board approves, and the Chief Financial Officer is hereby authorized to execute the CA CLASS Agreement and Election for the Prime account.
3. The Chief Financial Officer is authorized to execute any and all required documentation to establish the Prime account.
4. The Board approves California CLASS Registration Packet and delegating authority to manage the Prime account as indicated, attached as Exhibit A and incorporated by this reference.
5. The Chief Financial Officer is authorized to sign and submit all papers and documents and to do all such acts as may be deemed expedient and incidental thereto to give effect to this resolution and the continued management and maintenance of the Prime account.
6. This Resolution shall be effective upon its adoption.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT THIS 9th DAY OF JANUARY 2024, BY THE FOLLOWING ROLL CALL VOTE:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Sarah Coolidge, President
Board of Directors**

ATTEST:

**Bradley A. Johnson, P.E.
General Manager/CEO**

RESOLUTION 2024-02 – EXHIBIT A

California CLASS



California CLASS Registration Packet



Welcome to California CLASS

Thank you for choosing California CLASS!

We believe you have made a sound financial decision in choosing California Cooperative Liquid Assets Securities System (California CLASS). We look forward to being a trusted partner to your organization and its investment management goals and are excited to connect with you to make your investment process a positive, easy experience.

This packet contains all the materials necessary to set up your California CLASS account(s). If you have any questions about the registration process or about your California CLASS account(s), please do not hesitate to contact us. The California CLASS Client Service team can be reached any business day from 8:00 a.m. to 4:00 p.m. PT by phone at (877) 930-5213 or by email at clientservices@californiaclass.com.

Registration Procedures

To participate in California CLASS, please complete the following:

- 1) Review the Joint Exercise of Powers Agreement and the applicable Information Statements relating to the California CLASS Prime Fund and the Enhanced Cash Fund (located in the Document Center at www.californiaclass.com).
- 2) Complete the California CLASS Participant Representation Form (page 4).
- 3) Complete the Participant Registration (page 5).
- 4) Complete the Authorized Contacts Form (pages 6/7).
- 5) Should you be interested in participating in California CLASS Prime, complete the California CLASS Prime Fund Account(s) to be Established form; you may open as many accounts as you wish (page 8).
- 6) Should you be interested in participating in California CLASS Enhanced Cash, complete the California CLASS Enhanced Cash Fund Account(s) to be Established Form; you may open as many accounts as you wish (page 9).
- 7) Keep the original forms for your records and send the completed packet to the California CLASS Client Service team by fax (877) 930-5214 or by email clientservices@californiaclass.com.

Questions? Please contact us; we would love to hear from you:

California CLASS Client Service Team

T (877) 930-5213

clientservices@californiaclass.com

Through the California CLASS website, www.californiaclass.com, Participants will be regularly informed of important program information, holidays, upcoming Board meetings, Participant events, conferences, and more. Board of Trustee meetings, which are open to the public, are generally held quarterly and discuss relevant issues to the governance and operations of the California CLASS program.



Participant Representation Form

Participant Information

Entity Name (Participant) _____

Participant Representations

The undersigned Authorized Signer for the Participant hereby represents and warrants the following during the period the Participant is investing in the California CLASS Investment Program:

- The Participant is (1) a Public Agency (as defined in the Joint Exercise of Powers Agreement) and (2)(a) a political subdivision of the State of California or (b) an organization whose income is excluded from taxable gross income under Section 115 of the Internal Revenue Code, in each case, that has the authority to invest funds in its treasury in investments in accordance with Section 53601 of the California Government Code.
- The Participant is authorized to invest in the California CLASS.
- Any Authorized Signer for the Participant designated in this California CLASS Registration Packet has full power and authority to make investments for the above Participant in the California CLASS Investment Program unless the California CLASS receives written notice from the Participant otherwise.
- The Participant has reviewed and agrees to the limitations described in the Joint Exercise of Powers Agreement and the Information Statements for the Funds within the California CLASS Investment Program and acknowledges that it has been supplied with or been given access to information it requested in connection with making an investment in the California CLASS Investment Program.
- The Participant has reviewed the Investment Policies for the Funds within the California CLASS Investment Program and has determined that they are consistent with the legal and policy limitations applicable to the **Participant's investments.**
- The Participant has consulted with its own counsel and advisers as to all matters concerning investment in the California CLASS Investment Program.

Authorized Signer

Signature

Date

Print Name

Title

Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.



Participant Registration

Entity Information

Entity Name (Participant) _____

Entity Type: City/Town County School District Special District
Other (Specify) _____

Mailing Address _____

City _____ Zip _____ County _____

Physical Address (if different than above) _____

City _____ Zip _____ County _____

Tax ID _____ Fiscal Year End Date (Month/Day) _____

California CLASS is hereby authorized to honor any telephone, faxed, or electronic request believed to be authentic for withdrawal of funds. The withdrawal proceeds can be sent only to the bank(s) indicated below unless changed by written instructions. Each Participant is responsible for notifying California CLASS of any changes to its account by filling out and sending via mail or email the Forms available on the California CLASS website.

Wires will be distributed every hour with the final distribution ending at 11:00 a.m. PT; distribution times are subject to change as needed by the California CLASS Administrator. Additionally, California CLASS must be notified of any contributions by 11:00 a.m. PT to receive same day credit. If funds are not received by 2:00 p.m. PT, contribution orders will be voided.

Banking Information

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both

Additional Banking Information (Optional)

Bank Name _____ Bank Routing Number (ABA) _____

Account Title _____ Account Number _____

Bank Contact _____ Contact's Phone Number _____

Wire ACH Both



Authorized Contacts

Authorized Signers Can:	Read-Only Users Can:
Approve changes to the Investor Profile Update banking/contact information Transfer funds Receive account updates	Receive account updates Request "view-only" access to monthly statements and transaction confirmations

Authorized Signer

Print First and Last Name

Title

Signature Required

Phone

Email

Fax

Email Notifications (notice of report availability in the online portal)

Monthly Statements

Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

*(Signature Required if Authorized Signer)

Phone

Email

Fax

Permissions (check one only)

Authorized Signer to Move Funds*

Read-Only Access

Email Notifications (notice of report availability in the online portal)

Monthly Statements

Transaction Confirmations

Additional Contact (Optional)

Print First and Last Name

Title

*(Signature Required if Authorized Signer)

Phone

Email

Fax

Permissions (check one only)

Authorized Signer to Move Funds*

Read-Only Access

Email Notifications (notice of report availability in the online portal)

Monthly Statements

Transaction Confirmations

Authorized Contacts (cont.)

Additional Contact (Optional)

_____	_____
Print First and Last Name	Title
_____	_____
*(Signature Required if Authorized Signer)	Phone
_____	_____
Email	Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

_____	_____
Print First and Last Name	Title
_____	_____
*(Signature Required if Authorized Signer)	Phone
_____	_____
Email	Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations

Additional Contact (Optional)

_____	_____
Print First and Last Name	Title
_____	_____
*(Signature Required if Authorized Signer)	Phone
_____	_____
Email	Fax

Permissions (check one only)

- Authorized Signer to Move Funds*
- Read-Only Access

Email Notifications (notice of report availability in the online portal)

- Monthly Statements
- Transaction Confirmations



California CLASS Prime Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

Multiple horizontal lines for entering subaccount names.

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



California CLASS Enhanced Cash Fund Account(s) to be Established

Entity Name (Participant): _____

Desired Subaccount Name(s)*:

(To be completed by Participant)

California CLASS Enhanced Cash is designed to complement the daily liquidity offered by the California CLASS Prime portfolio.

Enhanced Cash does not seek to maintain a stable net asset value (NAV) and does not offer daily liquidity. Unlike the Prime Fund, investing in Enhanced Cash introduces the potential for the reporting of unrealized and realized gains and losses.

If you have questions about which of your local **government's funds are appropriate for the** California CLASS Enhanced Cash portfolio, please contact your California CLASS representative or email info@californiaclass.com.

*Name must be limited to 35 characters.

Once your California CLASS account has been established, you will receive a confirmation email with your login credentials from no-reply@californiaclass.com. If you do not receive your login credentials within 48 business hours of submission, please first check your junk or spam folder before calling the California CLASS Client Service team.



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: G-2

FROM: Accounting Department

SUBJECT: Review, Discuss, and Possibly Adopt Resolution 2024-03 to Establish a Banking Relationship with Wells Fargo and Approve Chief Financial Officer Execution

RECOMMENDATION:

Adopt Resolution 2024-03 to Establish a Banking Relationship with Wells Fargo and to approve the delegation of authority, appointing the Chief Financial Officer, to administer and initiate the accounts setup.

DISCUSSION:

Over the course of the last year, we have, on several occasions, discussed the deteriorating level of service that our current bank is able to provide. These discussions resulted in the decision to reach out to banks in our local area with a Request for Information.

Criteria & Scoring

- There are seven banking entities within the Tahoe City, Truckee, Kings Beach, and Incline area of which three were selected to research based on the size and sophistication of business service provision
- Of the three selected, Wells Fargo responded to our request for information in a timely, enthusiastic manner
- Out of a possible score of 210, our current banking partner scored 89.5, while Wells Fargo scored 194
- Both the Controller and CFO have positive prior relationship experience with Wells Fargo

Automation and Optimization Opportunities

- Wells Fargo offers a sophisticated array of business customer services designed to promote streamlined processes and efficiencies in staff time requirements
- Wells Fargo will, at its expense, provide on-site process evaluation support, sending their subject matter expert out from Chicago

Transition & Implementation Plan

- Wells Fargo is positioned to move quickly
- The District has designed a three-month implementation plan to ensure thoughtful processing and risk avoidance

Conclusion

It is the staff's recommendation the District moves forward with Wells Fargo as a banking partner to realize a positive customer support experience, improve current process efficiency, and optimize business banking technology to realize automation opportunities.

FISCAL ANALYSIS:

Wells Fargo set our earnings rate at 2%, the resulting comparison of current to proposed charges and earnings indicates a monthly savings of \$3,670 at our current level of activity.

STRATEGIC PLAN ALIGNMENT:

Goal 3: Enhance District governance and partnerships – Objective A: Maintain best practices in public agency governance throughout all levels of the District; and – Objective B: Ensure financial sustainability of the District.


ATTACHMENTS:

- Banking Request for Information Review Presentation
- Resolution 2024-03

MOTION: Approve Staff Recommendation

REVIEW TRACKING:

Submitted By: 
Vanetta N. Van Cleave
Chief Financial Officer

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

NPTUD Banking Partnership Request for Information



Criteria & Scoring



Scoring:

1 - Not Available

2 - Minimal

3 - Adequate

4 - Good

5 - Excellent

3 - Must Have

2 - Need

1 - Want

Bank of the West/BMO

Kings Beach

Wells Fargo Bank

Truckee/Incline

	3 - Must Have	Bank of the West/BMO	Wells Fargo Bank
	2 - Need	Kings Beach	Truckee/Incline
	1 - Want		
ACH payments	3	3	5
ACH receipts	3	2	5
ACH transfer to our bank of ebill payments	3	1	5
Branch service level	3	1.5	3
Dual approval controls	3	1	5
E deposit upload - utility billing	3	3	5
Fees rates schedule	3	3	4
Online administrative control	3	2	5
Wire transfers	3	5	5
Fraud alerts	2	3	5
Online access to statements & transactions	2	1	5
Positive pay	2	2	5
Timely notifications of failed transaction	2	2	5
Approval workflows - P card	1	1	3
Auto sweep	1	1	5
Customer service responsiveness	1	2	4
E Deposit	1	1	3
Lockbox with flat file	1	1	4
Online portal interface ease of use	1	2	5
P Card Program	1	1	4
Total Score	210	89.5	194

Automation and Optimization Opportunities

- Customer Service Responsiveness
- On-Site Evaluation of Processes and Opportunities for Automation
- On-Line NTPUD Customer Portal Bill Pay
- P-Card Workflow and Revenue Sharing
- E-Bill Vendor Build
- Lockbox Payment Receipts
- Fraud Alert Timeliness
- ACH Payment Workflow
- ACH Receipts Fraud Protection
- Zero Balance Sweep
- Positive Pay Verification Workflow
- E-Deposit

Transition & Implementation Plan

- Wells Fargo Minimum Eight Weeks
- NTPUD Three Month Goal
- Setup Accounts
- Service Setup by Account
- Setup Controls by Account
- Migrate One Account at a Time
- Transition POS & Merchant Processing
- Parallel Account Activity & Process Testing
- Keep Migrated Account BMO Open for Full Cycle

Pricing Comparison



	BMO	WF	Variance	% Var
Base	\$ 448	\$ 766	\$ 318	71%
Volume	899	1,367	468	52%
Bank Fees	1,347	2,133	786	123%
Earnings Allowance	(377)	(4,833)	(4,456)	1182%
Setup Fees			-	-
Net Bank Fees	\$ 970	\$ (2,700)	\$ (3,670)	1305%
	0.16%	2.00%	0	1182%
Earnings Credit	0.013%	0.167%	0	1182%
Avg Balance	2,900,000	2,900,000	-	0%
Earnings Allowance	377	4,833	4,456	1182%

Wells Fargo:

- Transition Time Period Dual Fees Until Final Implementation
- Setup Fees for Accounts Service - \$675
- Credit Allowance of \$5,000 Towards Setup & Equipment

Pricing – Lock Box



	<u>Lock Box WF</u>
Base	\$ 275
Volume	190
Bank Fees	<u>465</u>
Expanded	225
Total	<u>\$ 690</u>

Wells Fargo:

- Setup Fees for Lock Box Service - \$925
- Setup Fees for Expanded Lock Box Service - \$5,500

Recommendation

- Move Forward with Wells Fargo Banking Partnership
- Present Recommendation to Full Board in January

**RESOLUTION NO. 2024-03
OF THE BOARD OF DIRECTORS OF THE
NORTH TAHOE PUBLIC UTILITY DISTRICT**

REGARDING ESTABLISHING A NEW BANKING SERVICES PARTNER

WHEREAS, The Finance Committee has determined that Wells Fargo bank has the most appropriate banking service programs and offerings for the needs of the District; and

WHEREAS, the Finance Committee recommends initiating a new banking relationship with Wells Fargo; and

WHEREAS, the Board of Directors agrees with the Finance Committee's recommendation and herein authorizes certain banking services with Wells Fargo, including but not limited to opening multiple accounts and services that support the District's business needs; and

WHEREAS, the Board of Directors wishes to grant signatory authority and banking management powers to certain District positions as set forth in this Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT:

1. That Wells Fargo bank is selected as the bank for the District's accounts.
2. That the following individuals are authorized to sign, endorse, make, draw or accept as the case may be, all checks, bills of exchange, orders for payment, promissory notes or other negotiable instruments, instructions, agreements, and indemnities on behalf of the District. The Chief Financial Officer shall obtain signatures for banking signature card purposes from the following individuals:
 - Vanetta Van Cleave, Chief Financial Officer
 - Bradley A. Johnson, General Manager
 - Sarah Coolidge, President
 - Sue Daniels, Vice President
 - Phil Thompson, Board Member
 - Danielle Hughes, Secretary
 - Alex Mourelatos, Board Member
3. That the authorized persons specified above, and acting within their capacity and position with the District, be and are hereby authorized on behalf of the District to:
 - a) Open and Close Accounts: To approve and open with Wells Fargo any number of accounts, now or at any time hereafter, for and on behalf of the District subject to and in accordance with the terms and conditions governing such accounts, as amended from time to time by Wells Fargo, and to execute any and all documents

in connection therewith or incidental thereto, including any amendment thereto and to give instructions to close any accounts; and to close any accounts or banking related services with any non-Wells Fargo bank.

b) Apply for Account and Banking Services: To apply for any service mentioned below and provide related instructions:

- custodial services
- electronic services
- electronic or other digital banking services or account management
- cash management services
- remittance and payment services
- trade related services
- any other services or transactions

4. That Vanetta Van Cleave, Chief Financial Officer, is hereby authorized to act on behalf of the District for the purposes of all District business needs associated with Wells Fargo, including but not limited to opening, maintaining, and closing accounts and banking services, and closing or ending banking services with non-Wells Fargo banks.

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE PUBLIC UTILITY DISTRICT this 9th day of January 2024, by the following Roll Call Vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

**Sarah Coolidge, President
Board of Directors**

ATTEST:

**Bradley A. Johnson, P.E.
General Manager/CEO**



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: G-3

FROM: Office of the General Manager

SUBJECT: Review and Discuss Draft Five-Year Utility Rate Adjustment Customer Notification

RECOMMENDATION:

The Board reviews, discusses, and provides feedback and direction to Staff for the issuance of the Five-Year Utility Rate Adjustment Customer Notification for the period of July 1, 2024 through June 30, 2029.

DISCUSSION:

At the September 13, 2022 meeting, the Board of Directors authorized entering into a Professional Services Agreement with HDR to conduct a cost-of-service study and analyze the District's existing water and wastewater rate structure. Since that time, the Board, District Staff, and HDR have worked diligently, across multiple public meetings, to analyze the District's cost-of-service as well as its existing wastewater and water rates. A major outcome of this effort was the development of proposed rate structures for both water and wastewater that would be implemented over the next five years and in compliance with State of California Proposition 218 (California Constitution Article XIIIID, section 6).

At the December 12, 2023 meeting, consistent with Proposition 218, the Board of Directors set the date, time, and place for a public hearing on the proposed five-year water and wastewater rate adjustments. The public hearing will be held on March 7, 2024 at 5 p.m. at the North Tahoe Event Center – 8318 North Lake Boulevard Kings Beach, CA 96143.

The District must also provide written notice to the record owner of each parcel affected by the rate adjustments as well as any tenants directly responsible for paying the utility bills. This written notice must be mailed 45-days prior to the date of the public hearing and must contain the following:

1. The amount of the water and wastewater rates to be imposed.
2. The basis upon which the rates were calculated.
3. A statement regarding the reason for the imposition of the adjustment to the rates.

4. The date, time, and location of the public hearing where the Board of Directors will consider the proposed rate adjustment.
5. The methodology to file a formal protest.

The draft Five-Year Utility Rate Adjustment Customer Notification is attached to this report for the Board's review, discussion, and feedback. Upon release of the Notification by the Board, it will be sent for mailing on January 10th to allow for a postmark date no later than January 22nd and in compliance with the 45-day deadline for a March 7, 2024 public hearing.

FISCAL ANALYSIS:

The financial impact of mailing the Five-Year Utility Rate Adjustment Customer Notification is minor and contained within the Fiscal Year 2023-24 Operating Budget. The financial impact of the proposed rate adjustments will not occur until after the public hearing and a subsequent vote by the Board of Directors to set the rates.

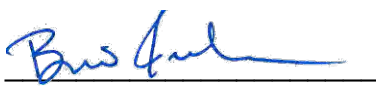
STRATEGIC PLAN ALIGNMENT:

Goal 3: Enhance District governance and partnerships – Objective B: Ensure financial sustainability of the District – Tactic 2: Complete and implement new Five-year Rate Structure – Activity a: Engage a consultant to conduct a cost-of-service study; and – Activity b: Assemble internal support team with an identified sponsor; and – Activity c: Staff recommendation presented to Board for consideration and adoption in compliance with California Proposition 218 requirements.

ATTACHMENTS:

Draft Five-Year Utility Rate Adjustment Customer Notification – 2024-2029

REVIEW TRACKING:

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO



PROPOSED FIVE-YEAR RATE ADJUSTMENT CUSTOMER NOTIFICATION

Celebrating 75 Years of Service

The North Tahoe Public Utility District (NTPUD) was formed over 75 years ago, in 1948, to provide wastewater services to the people of North Lake Tahoe. In November of 1967, water services were added to the District’s responsibility, and the Recreation and Parks Department was created in 1968.

Our service area includes the communities of Kings Beach, Tahoe Vista, Brockway Vista, Carnelian Bay, Cedar Flat, and Agate Bay. The District currently serves approximately 3,900 metered water connections and 5,500 wastewater connections. The District also maintains most of the public beaches in our service area and owns and operates the North Tahoe Regional Park and the Tahoe Vista Recreation Area in Tahoe Vista. The District also owns and operates the North Tahoe Event Center in downtown Kings Beach.

Our Place & Our Responsibility

At the NTPUD, we take pride in providing safe, efficient, and sustainable water and wastewater services to our residents and visitors. Our focus on continuous improvement, industry best practices, and compliance with regulatory mandates and environmental standards is rooted in the understanding that the health of our environment, local economy, and community are interconnected.

We recognize and embrace our crucial role in the protection of Lake Tahoe and stewardship of the long-term well-being of our beautiful mountain community.

A RENEWED MISSION AND A COLLABORATIVE VISION

In 2022, the District adopted a new Strategic Plan that clarifies our direction and identifies our areas of focus over the next five years. This plan also outlines our renewed mission, collaborative vision, leadership core values, goals, and objectives.

OUR MISSION

To serve North Lake Tahoe by providing exceptional water, wastewater, and recreational resources.

OUR VISION

North Lake Tahoe is a vibrant and healthy community where we optimize our resources for the greater good and protect our environment for generations to come.

Investing in Our Critical Infrastructure

The District's water system contains over 53 miles of water distribution pipelines, five pump stations, eight water storage tanks, a water treatment plant, two groundwater wells, and one inter-tie with the Tahoe City Public Utility District. We provide nearly 1-million gallons of potable water per day to our customers.

The District's wastewater system consists of over 73 miles of collection main pipeline, 7.5 miles of force main pipeline, four primary pump stations, and 16 secondary pump stations. We collect nearly 1-million gallons of wastewater per day and pump it to the Tahoe-Truckee Sanitation Agency for treatment, in compliance with the Porter-Cologne Act of 1970.

The average age of the District's utility infrastructure is now over 50-years old, and even with continuous maintenance and system investment, much of our system is approaching the end of its service life.

In 2017, the District's developed a comprehensive Capital Improvement Plan (CIP) that identified over \$51-million in necessary system rehabilitation and replacement over the next 20-years. Since that time, the District has worked diligently to strategically invest in improvements and upgrades that have brought portions of our aging water and wastewater systems to modern standards. **However, there is still more work to be done and our progress has been slowed significantly by the impact of inflation.**



COST TO INSTALL ONE MILE OF WATER PIPELINE

2018 = \$1.9 MILLION

2023 = \$3.4 MILLION

In 2018, the District's cost to construct one mile of water pipeline was approximately \$1.9 million and by 2023, that cost had risen to \$3.4 million — an increase of 14% per year.



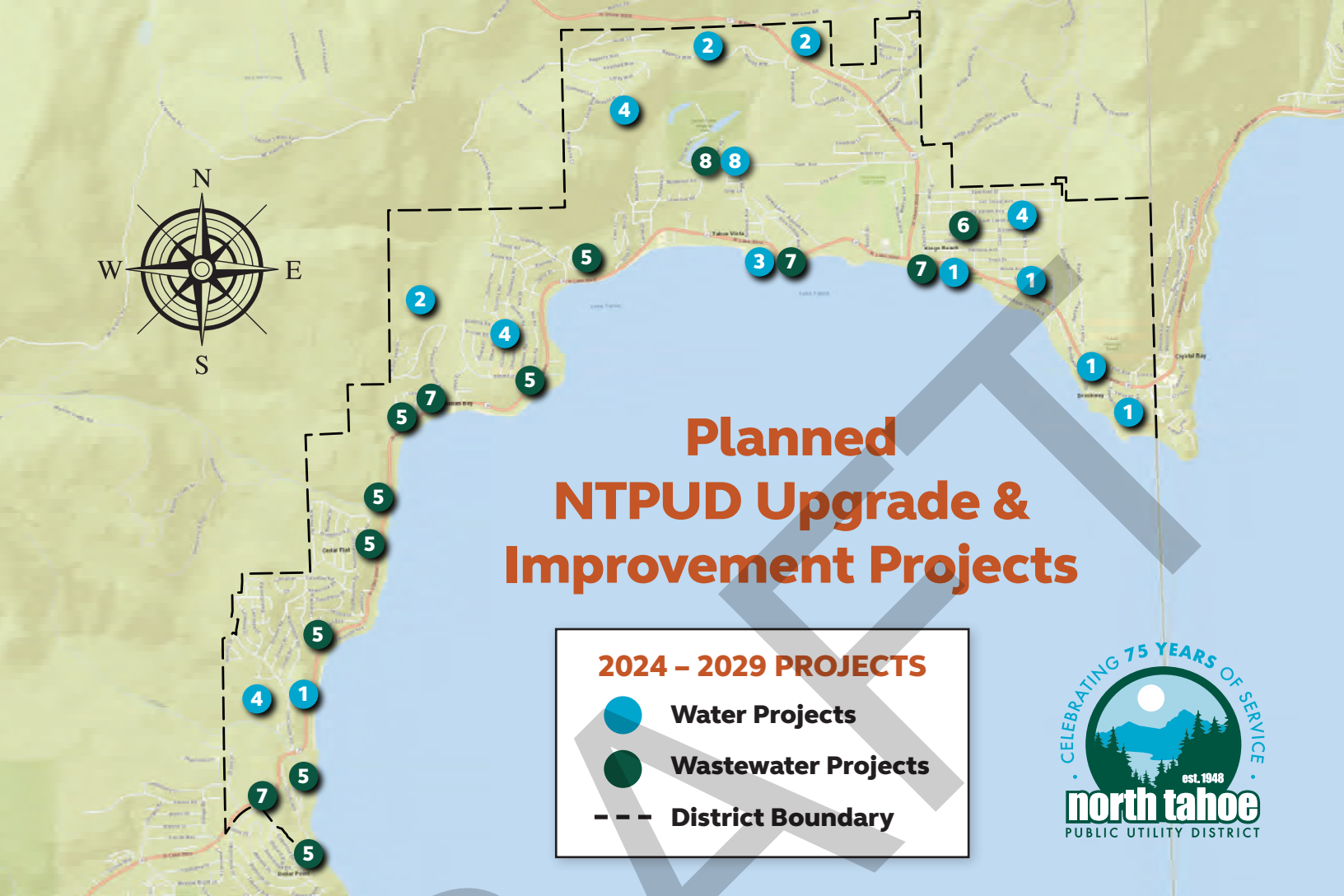
In 2021, firefighters used municipal water supplies to attack the Caldor Fire in South Lake Tahoe.

Building a Wildfire-Resilient Future for Lake Tahoe

As the primary water supplier for North Lake Tahoe, the District embraces its critical role in community wildfire protection. We are working to ensure that there is a fire hydrant ready on every neighborhood street and that we have the reliable and redundant water supply to provide the fire flow necessary to help defend our community against the threat of catastrophic wildfire. **Improving water infrastructure for fire suppression is a top priority in the District's Capital Improvement Plan.**

Together with the Tahoe City PUD and South Tahoe PUD, the District is working hard to secure federal and state funding to support this important work. While these dollars allow the District to accelerate the pace and scale of projects completed, grants alone do not provide enough support for the necessary investments to protect our communities.





Planned NTPUD Upgrade & Improvement Projects

2024 – 2029 PROJECTS

- **Water Projects**
- **Wastewater Projects**
- **District Boundary**



- 1 Water Distribution Pipeline Replacement and Fire Protection Upgrades**
Three (3) miles of water distribution pipelines identified for replacement and upgrade; will replace undersized and failing water pipelines with larger diameter modern pipelines to increase available fire protection flows; install new fire hydrants consistent with coverage requirements.
- 2 Water System Pump Station Improvements**
Replacement and rehabilitation of pumps, motors, and motor control centers that have reached the end of life.
- 3 National Avenue Water Treatment Plant Upgrades**
Complete necessary end-of-life equipment replacements and control system upgrades at the water treatment plant
- 4 Smart Metering throughout the District**
Replace aging water meters throughout the District's three (3) water systems with modern smart meters. Smart meters will allow for remote collection of water use data — in real-time. This technology provides more accurate measurement, leak detection, and improved efficiency resulting in water savings.
- 5 Secondary Wastewater Pump Station Upgrades**
Rehabilitate or replace eight (8) of the secondary stations that date to 1969.

- 6 Wastewater Collection Main Rehabilitation**
Rehabilitate three (3) miles of wastewater collection main pipeline.
- 7 Wastewater Force Main Condition Assessment**
Installed in 1968 and approaching end of service life; a comprehensive condition assessment of the District's wastewater export force main pipeline to develop rehabilitation and service life extension recommendations.
- 8 District Fleet, Electrification, and Corporation Yard Improvements**
Replace several pieces of heavy equipment and vehicles that are at end-of-life. The NTPUD fleet must move toward electrification in accordance with California Air Resources Board (CARB) Advanced Clean Fleet requirements, beginning in 2027. End-of-life upgrades and seismic retrofits to various corporation yard buildings and facilities.



Scan this code for a detailed interactive map of the NTPUD's completed capital investments and utility system upgrades.



District Rate Assessment

In 2022, we retained an independent consultant and began a comprehensive cost-of-service study to determine whether existing rates and property tax revenues were sufficient to meet the system rehabilitation and replacement needs, as well as the District's operational costs for the water and wastewater systems. Our rate structure was also assessed for compliance with industry best practices and California state law. California Proposition 218 (Cal. Const. Article XIII D, sec. 6) requires each customer class to be charged only what is required to cover their respective proportional cost-of-service. Importantly, water rates can only be used to fund water system costs, and wastewater rates can only be used to fund wastewater system costs.

With the study now complete, we have determined annual rate adjustments are necessary over the next five years to continue providing reliable and sustainable water and wastewater services into the future. **Our existing rates and property tax revenues are not sufficient to fund the necessary investments in our infrastructure and meet operational costs.**

The proposed adjustments to monthly water and wastewater rates are triggered by many factors including:

- Identified infrastructure improvements necessary to address end of service life system rehabilitation and replacement before failure.
- Identified water infrastructure improvements to provide fire suppression.
- Significant escalation of the cost of construction, supplies, materials, labor, and utilities.

Additionally, we identified necessary rate restructuring to ensure continued compliance with Proposition 218. As a result of this rate restructuring, the bill impact in the first year of the proposed rate adjustments will not be the same across all customer classes. Even with the proposed rate adjustments, over the next five-year rate period, the District's rates remain consistent with the other water and wastewater service providers in the region.

Prioritizing Property Tax Revenue for Reinvestment

An important component of the District's rate assessment, and long-term financial stability, is to shift the use of the District's property tax revenues. Currently, the District utilizes a portion of our property tax revenues to subsidize the operating costs of the water and wastewater utilities. The proposed rate adjustments allow the District to fund these operations through rate revenues and direct property tax revenue into critical infrastructure projects.

Rate Relief Assistance Program

Beginning in July 2024, the District will offer a structured Rate Relief Assistance Program to income qualified customers that have their primary residence within the District. Details and qualifications for this new program will be available in Summer 2024.

CURRENT & PROPOSED WATER RATES

MULTI-RESIDENTIAL & COMMERCIAL CLASSES

METER SIZE	TIER 1	TIER 2	TIER 3
¾"	0 – 6,000 gal	6,001 – 41,000 gal	41,001 gal & greater
1"	0 – 11,000 gal	11,001 – 46,000gal	46,001 gal & greater
1 ½"	0 – 27,000 gal	27,001 – 116,000 gal	116,001 gal & greater
2"	0 – 41,000 gal	41,001 – 134,000 gal	134,001 gal & greater
3"	0 – 72,000 gal	72,001 – 161,000 gal	161,001 gal & greater
4"	0 – 112,000 gal	112,001 – 261,000 gal	261,001 gal & greater
6"	0 – 200,000 gal	200,001 – 460,000 gal	460,001 gal & greater
8"	0 – 560,000 gal	560,001 – 1,288,000 gal	1,288,001 gal & greater



CURRENT & PROPOSED WASTEWATER RATES

PROPOSED MONTHLY RATES*

CURRENT RATES	PROPOSED MONTHLY RATES*					
	FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	
Proposed Effective Dates	7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	
Residential						
Base Rate	\$34.67	\$40.37	\$46.14	\$50.92	\$57.91	\$65.77
System Replacement Rate	15.81	17.18	17.75	19.99	20.80	21.60
State/Federal Mandate Fee	1.37	0.00	0.00	0.00	0.00	0.00
Total Residential:	\$51.85	\$57.55	\$63.89	\$70.91	\$78.71	\$87.37
Non-Residential						
Base Rate	See table below					
System Replacement Rate	See table below					
State/Federal Mandate Fee	1.37	0.00	0.00	0.00	0.00	0.00



*per equivalent dwelling unit

PROPOSED MONTHLY NON-RESIDENTIAL BASE RATES (BY UNIT)



UNIT	CURRENT RATES	PROPOSED MONTHLY NON-RESIDENTIAL BASE RATES (BY UNIT)					
		FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	
Proposed Effective Dates		7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	
Motel w/ Kitchen	Per Living Unit/Month	\$14.60	\$17.00	\$19.42	\$21.44	\$24.38	\$27.69
Motel w/o Kitchen	Per Living Unit/Month	11.20	13.04	14.90	16.45	18.71	21.24
Campsite w/ Sewer	# of Sites/Month	22.37	26.04	29.76	32.85	37.35	42.42
Campsite w/o Sewer	# of Sites/Month	19.56	22.77	26.02	28.72	32.66	37.09
Other Business	# of Fixture Units/Month	4.45	5.17	5.91	6.52	7.41	8.42
Markets	# of Fixture Units/Month	7.85	9.12	10.43	11.51	13.09	14.86
Laundries	# of 10lb Machines/Month	18.32	21.32	24.36	26.89	30.58	34.73
Restaurants & Bars	# of Seats/Month	3.43	4.00	4.57	5.04	5.73	6.51
Inside Seating	# of Seats/Month	1.13	1.33	1.52	1.68	1.91	2.17
Outside Seating	# of Seats/Month	0.44	0.52	0.60	0.66	0.75	0.85
Theatres	# of Seats/Month	0.44	0.52	0.60	0.66	0.75	0.85
Churches	# of Seats/Month	0.44	0.52	0.60	0.66	0.75	0.85
Barber Shops	# of Service Chairs/Month	11.79	13.73	15.69	17.31	19.69	22.36
Beauty Shops	# of Service Chairs/Month	19.56	22.77	26.02	28.72	32.66	37.09
Schools	# of Seats/Month	0.07	0.08	0.09	0.10	0.12	0.13
Marina Boat Pumping Facility	Per Facility/Month	38.76	45.14	51.58	56.93	64.74	73.53
Swimming Pools	Per Pool/Month	8.91	10.38	11.86	13.09	14.88	16.90
Snack Bars	# of Fixture Units/Month	3.43	4.00	4.57	5.04	5.73	6.51
Motel Res/ Stock Coop/ Studio	Living Units/Month	29.64	34.52	39.45	43.54	49.51	56.23
Animal Shelter	Per Account/Month	122.66	142.84	163.24	180.17	204.89	232.68
Service Stations	# of Service Bays/Month	59.85	69.68	79.64	87.90	99.95	113.51

PROPOSED MONTHLY NON-RESIDENTIAL SYSTEM REPLACEMENT RATES (BY UNIT)



UNIT	CURRENT RATES	PROPOSED MONTHLY NON-RESIDENTIAL SYSTEM REPLACEMENT RATES (BY UNIT)					
		FY 2024-25	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	
Proposed Effective Dates		7/1/24	7/1/25	7/1/26	7/1/27	7/1/28	
Motel w/ Kitchen	Per Living Unit/Month	\$6.66	\$7.23	\$7.47	\$8.41	\$8.76	\$9.09
Motel w/o Kitchen	Per Living Unit/Month	5.11	5.55	5.73	6.46	6.72	6.98
Campsite w/ Sewer	# of Sites/Month	10.20	11.08	11.45	12.89	13.42	13.93
Campsite w/o Sewer	# of Sites/Month	8.92	9.69	10.01	11.27	11.73	12.18
Other Business	# of Fixture Units/Month	2.02	2.20	2.27	2.56	2.66	2.77
Markets	# of Fixture Units/Month	3.57	3.88	4.01	4.52	4.70	4.88
Laundries	# of 10lb Machines/Month	8.35	9.07	9.37	10.55	10.98	11.41
Restaurants & Bars	# of Seats/Month	1.57	1.70	1.76	1.98	2.06	2.14
Inside Seating	# of Seats/Month	0.52	0.57	0.59	0.66	0.69	0.71
Outside Seating	# of Seats/Month	0.21	0.22	0.23	0.26	0.27	0.28
Theatres	# of Seats/Month	0.21	0.22	0.23	0.26	0.27	0.28
Churches	# of Seats/Month	0.21	0.22	0.23	0.26	0.27	0.28
Barber Shops	# of Service Chairs/Month	5.38	5.84	6.03	6.80	7.07	7.34
Beauty Shops	# of Service Chairs/Month	8.92	9.69	10.01	11.27	11.73	12.18
Schools	# of Seats/Month	0.03	0.03	0.04	0.04	0.04	0.04
Marina Boat Pumping Facility	Per Facility/Month	17.68	19.21	19.84	22.35	23.26	24.15
Swimming Pools	Per Pool/Month	4.06	4.42	4.56	5.14	5.35	5.55
Snack Bars	# of Fixture Units/Month	1.57	1.70	1.76	1.98	2.06	2.14
Motel Res/ Stock Coop/ Studio	Living Units/Month	13.52	14.69	15.17	17.09	17.78	18.47
Animal Shelter	Per Account/Month	55.94	60.78	62.78	70.71	73.59	76.43
Service Stations	# of Service Bays/Month	27.29	29.65	30.63	34.50	35.90	37.29

Customer Bill Impacts

The proposed water and wastewater rates for all customer classes for the next five years are shown in detail in the preceding charts on pages 5 and 6.

 The average single-family residential monthly WATER BILL* will be: 				
July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	July 1, 2028
\$97.91	\$108.68	\$120.63	\$133.90	\$148.61

*Assuming 6,000 gallons of consumption per month.

 The average single-family residential monthly WASTEWATER BILL will be: 				
July 1, 2024	July 1, 2025	July 1, 2026	July 1, 2027	July 1, 2028
\$57.55	\$63.89	\$70.91	\$78.71	\$87.37

The amount of the water bill is dependent on the actual amount of water used. Lower monthly water bills are possible via reduced monthly water consumption. **Single family residential customers can calculate projected monthly water bills, based on the proposed rates, by using the Utility Rate Calculator on the District’s website (www.ntpud.org).**

Rate Hearing Process

The District’s water and wastewater rates fund operations, maintenance, and the construction of critical infrastructure. Proposition 218 requires the District to base its rates on the cost of providing water and wastewater services (including current and future infrastructure replacement) and mandates that the District may not collect more revenue than is necessary to recover the costs of providing those services.

The Board of Directors of the North Tahoe Public Utility District will consider the proposed adjustments to its monthly water and wastewater rates at a public hearing on **March 7, 2024, at 5:00 p.m.**, at the North Tahoe Event Center — 8318 North Lake Boulevard, Kings Beach, CA 96143.

The Board of Directors welcomes community input and will consider public comments as well as any written protests at the hearing. All written protests must be received prior to the close of the hearing. The Board of Directors, after the close of the public hearing, will establish the water and wastewater rates for Fiscal Years 2024/2025, 2025/2026, 2026/2027, 2027/2028, and 2028/2029. Final rates may be less than, but may not exceed, the proposed adjustments outlined in this notice.

If You Would Like to File a Protest

Water and wastewater rate adjustments are subject to Proposition 218. As required by law, each proposed rate adjustment will not take effect if a majority of District customers file a valid written protest for that proposed rate adjustment. Only one protest per parcel can be accepted. If a property owner and their tenant directly responsible for paying the water and/or wastewater bill file separate protests for the same parcel, only one protest will be counted. Customers receiving water and wastewater service can submit protests on either or both services, and protests for both services can be submitted in a single document.

TO COMPLETE A VALID WRITTEN PROTEST:

1. Handwrite or type a letter that states: *“I protest the water and/or wastewater rate adjustment.”*
2. Sign your protest and print your name. All letters must include the customer’s or property owner’s signature to be valid; an electronic signature cannot be counted.
3. Include your utility account number and the service address [or Assessor’s Parcel Number (APN)] for the utility account. Property owners who lease their property and do not pay for water and/or wastewater service are only required to list the service address or APN.
4. Deliver the Written Protest to the District:
 - Mail your letter: NTPUD Proposed Rate Adjustment, c/o NTPUD, P.O. Box 139, Tahoe Vista, CA 96148;
 - Hand deliver it to the NTPUD Administration Offices: 875 National Avenue, Tahoe Vista, CA 96148;
 - Hand deliver it to the District Clerk prior to the close of the public hearing.

All protests must be received by the North Tahoe Public Utility District before the close of the public hearing on March 7, 2024. Under California Government Code section 53759, there is a 120-day statute of limitations for challenging any new, increased, or extended fee or charge. This statute of limitations applies to the water and wastewater service rates and charges proposed in this notice, and begins on the date that the resolution adopting the rates becomes effective.



PROPOSED FIVE-YEAR RATE ADJUSTMENT CUSTOMER NOTIFICATION

AVISO AL CLIENTE DE AJUSTE DE TARIFA PROPUESTO A CINCO AÑOS

Para recibir esta información en español,
escanee este código o contáctenos al (530) 546-4212.



Scan for
Spanish
translation

Utility Rate Open House

February 13, 2024 from 6:00–8:00 p.m.

North Tahoe Event Center
8318 North Lake Blvd., Kings Beach, CA 96143

Public Hearing

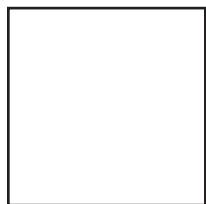
March 7, 2024 at 5:00 p.m.

North Tahoe Event Center
8318 North Lake Blvd., Kings Beach, CA 96143

If you would like additional information on the District, the proposed water and wastewater rate adjustments, and the District's five-year Capital Improvement Plan, please visit ntpud.org or call (530) 546-4212.

AN IMPORTANT NOTE

There are two private water companies, **Agate Bay Water Company** and **Fulton Water Company**, that operate within the service boundaries of the North Tahoe Public Utility District. Customers served by either of these companies will only be impacted by the proposed wastewater rate adjustment, not the proposed water rate adjustment.



P.O. Box 139
875 National Avenue
Tahoe Vista, CA 96148
Ph: (530) 546-4212
Fk: (530) 546-2652
ntpud@ntpud.org





**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

Item: G-4

FROM: Recreation, Parks, & Facilities Manager

SUBJECT: Review and Discuss the District's Commemorative Seating Program and Naming of District Parks and Facilities Policy Updates

RECOMMENDATION:

Review, discuss, and provide direction on the District's Commemorative Seating program and updates to the existing Naming of District Parks and Facilities Policy.

DISCUSSION:

In 2013, the Board of Directors approved the Naming of District Parks and Facilities Policy, which outlines the criteria required for the naming of a Park facility. Over the years since 2013, several requests have come to District staff to donate benches with plaques in Commemoration of loved ones. In late 2023, staff engaged both the Recreation and Parks Commission and the Board of Directors in a conversation about the current District Policy on Naming of District Parks and Facilities.

The Policy discussion was expanded to provide feedback on a new, but related section which would create uniformity and structure around the public's request to commemorate loved ones through a plaque or bench donation in and around NTPUD Parks and Facilities. This new section, titled the Commemorative Seating Program, was also discussed in the 2023 meetings.

Staff has consolidated Commission and Director feedback and provided select changes to the current proposal in an attached redlined version of the Policy. It is the recommendation of staff for Directors to review and provide feedback on the proposed changes as well as the attached spreadsheet, which identifies potential bench commemorations. Staff will then take Board feedback to the Commission in February for additional discussion. Staff anticipates bringing final Policy updates to the Board of Directors for adoption in March of April of 2024.

FISCAL ANALYSIS:

The Commemorative Seating Program will collect revenue within the Friends of the Park fund that is held by the Truckee Tahoe Community Foundation. This fund is separate from the District's annual Operating and Capital budgets and, therefore, will have no financial implications for the District. Due to the subjective nature of this program, it is difficult to make predictions on revenue collection.

STRATEGIC PLAN ALIGNMENT:


Goal 2: Provide high-quality community-driven recreation opportunities and event facilities – Objective F: Uphold maintenance and capital investment of existing facilities to ensure their vitality for generations to come.


Goal 3: Enhance District governance and partnerships – Objective D: Be a strong community partner to provide value in alignment with the District’s charter.

ATTACHMENTS:

- Draft Updates to the Naming of District Parks and Facilities Policy – Redlined
- Draft Updates to the Naming of District Parks and Facilities Policy – Clean
- Identified Commemorative Seating locations throughout the District

REVIEW TRACKING:

Submitted By: 
Amanda Oberacker
Recreation, Parks, and Facilities Manager

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO



NORTH TAHOE PUBLIC UTILITY DISTRICT

**POLICY: Naming of District
Parks and Facilities**

NUMBER: 05-02

EFFECTIVE: 09/10/2013

Index: **Park and Facilities Department/Recreation and Parks
Naming of Parks and/or District Facilities**
~~Donations for Plaques Citing Dedication of Facilities~~
~~North Tahoe Public Utility District Tree Fund~~
~~Commemorative Seating Program~~

POLICY: Naming of District Parks and Facilities

PURPOSE: The parks owned and operated by the North Tahoe Public Utility District (District) have become an important part of the local community. As such, individuals and groups currently, and well into the future, wish to acknowledge individuals for their contribution to the parks and the community in general. Additionally, family members may wish to acknowledge other members of their family. We have received numerous requests, from renaming an entire park to dedicating a park bench. In order to ensure a consistent and appropriate response to all requests this policy was created.

BACKGROUND INFORMATION:

Naming of Parks

All of the parks presently owned by the District are currently named appropriately. Changing the name of a park significantly impacts numerous individuals, Governmental entities and the community. Therefore, it is the District's policy not to rename any of the existing parks.

Naming of Facilities within a Park

Requests to name or rename a portion of the park, trail, facility, or garden within the park will be considered when, and if, the following guidelines are met.

Names should provide some form of individual identity related to:

1. The geographic location of the facility.
2. An outstanding feature of the facility.
3. Commonly recognized historical event, group, or individual.
4. An individual or group who contributed significantly to the acquisition or development of the park and/or individual facility.
5. An individual who provided an exceptional service in the interest of the park system as a whole.
6. An individual who provided an exceptional service in the interest of the community as a whole.
7. The contributions of an individual or group must be well documented and broadly acknowledged within the community.

8. An endowment or bequest may accompany a renaming of the facility to allow for ongoing maintenance and operations of said facility.

Submission Process

1. All parties wishing to propose names for gardens, trails, facilities, or memorials must submit a written proposal providing sufficient information as to how the proposed name satisfies the criteria of the park naming guidelines.
2. Adequate historical or descriptive information shall be provided to validate the proposed name, so that staff may have a clear understanding and appreciation for the request.
3. A proposal to commemorate an individual must contain evidence of support for the name and its application. Such evidence may be letters from local residents, government officials, and/or community leaders. The proposal may also include petitions containing signatures of local citizens.
4. When naming after a person or persons, written documentation of approval by next of kin to be honored (if available/possible) is required as part of the proposal.
5. The [Recreation, Parks](#) and Facilities Manager will review the proposal for adherence to the stated criteria and authentication of statements relative to the contributions of an individual.
6. If the request is incomplete, staff will contact the applicant ~~in writing~~, and provide them with the opportunity to resubmit a revised request.

Renaming of Parks Facilities

1. The intent of naming is for permanent recognition. The renaming of parks facilities is strongly discouraged. It is recommended that efforts to change a name be subject to the most critical examination so as not to diminish the original justification for the name or discount the value of the prior contributors.
2. Only those facilities named for geographic location or outstanding feature should be considered for renaming.
3. Facilities named after individuals should never be changed unless it is found that the individual's personal character is or was such that the continued use of their name for a park or facility would not be in the best interest of the community.

Naming Process

1. The District's Park and Facilities Manager will receive ~~written naming~~ applications for review.
2. For an individual (excluding historically significant individuals) to be considered, that person must have contributed significantly to the acquisition or development of the park or facility, to the Park and Facilities Department overall, or to the community as a whole. The recommended name must be accompanied by a biographical sketch which shall provide evidence of contributions to the community, park, facility, or District's Park and Facilities Department overall.
3. If the Park and Facilities Manager determines a naming application meets the recognition policy guidelines, ~~then~~ a public notice of the recommended qualifying ~~name will~~name will occur twice during a 30-day period ~~in the local newspaper~~.

Public comments and recommendations must be in writing to the Park and Facilities Manager and ~~be postmarked~~delivered within the 30-day public notice period.

4. After the 30-day public notice period, the Park and Facilities Manager will submit the naming application for consideration by the District's Board of Directors.

Other Naming Alternatives

1. Parks and facilities that are donated to the District can be named by deed restriction by the donor. The naming and acceptance of land is subject to approval by the District's Board of Directors. Facilities that are given with a request for naming usually include a fund for the ongoing maintenance and operations of said facilities.
2. Facilities within parks (i.e. playfields, playgrounds, picnic shelters, etc.) can be named separately from the parks and facilities they are in, subject to the general approval process described throughout the policy.

Commemorative Seating Program

This program gives participants an opportunity to honor family or friends who had a special connection to the nature and beauty of the North Lake Tahoe parks and beaches. The tax-deductible donation also goes to support the North Tahoe PUD Friends of the Park Foundation, which exists to help fund projects that improve the quality of life for those who live and visit the region. There are a limited number of locations throughout District Parks where a seating commemoration can be placed, and these locations are included as an attachment to this Policy (Exhibit A).

Governing Rules and Regulations

1. All new seating applications must be submitted to the Recreation, Parks and Facilities Manager. The Manager will base approval on access to the desired bench location, aesthetics, staff availability to install seating and the presence of existing seating.
2. New benches will be selected and purchased by staff to ensure consistency throughout District facilities. Current pricing of seating will be provided upon request.
3. In the case of destruction of property in the form of a natural disaster or unforeseeable circumstances, the District is not responsible for replacing the bench nor returning the donation to applicant. If vandalized during the course of the Commemoration, District will replace the product at no cost to the applicant.

Plaque Design

1. The Commemorative Program will come with a personalized 10"x 2" plaque. Plaque inscription must be approved by NTPUD and is subject to limitation. Plaque inscription will be limited to three lines of text at 25 characters per line and must be approved prior to purchase.

Commemoration Term

1. The term of a Commemorative Plaque is 20 years from the date of installation. At the culmination of the 20-year timeframe, the donor will be contacted to either renew the plaque contract at the current dollar amount or discontinue the commemoration and have the plaque removed and returned to the donor. The seating will remain the property of the District.
2. It is the donor's responsibility to notify the North Tahoe PUD with any change in contact information during the timeframe of their commemoration. Should the original applicant decline to renew their existing contract or fail to notify the District of an intent to rededicate, the plaque will be removed, and the bench will remain the property of the District. The retired bench will not be available to the applicant and will be reused or recycled by the District.

Process

1. Applications must be completed and submitted to the Recreation, Parks and Facilities Manager. Upon approval by Manager, the application will then move to the NTPUD Recreation and Parks Commission during a regular meeting for approval. Once approved by the Commission, an agreement between the District and the applicant will be signed, and fees will be collected.
2. The Park staff will order and install Commemorative Seating and/or plaque within 12 months of the contract, pending seasonal snow load around the desired location and processing time for plaque and bench.
3. Following installation, all benches will be recorded in the District's Computerized Asset Management System software. This will serve to track the installation date and maintenance history for the bench.

Individual Recognition

Recognition of individuals such as family members will be allowed through one of two District programs:

The first program is the Tree Fund established by the Board of Directors in 1984 to allow a family, company, or individual to dedicate trees or other plantings to an individual. In addition, for donations to the Tree Fund, the District will offer inscription space on a plaque which is displayed and maintained in the North Tahoe Event Center. When the dedication or gift includes the gift of a tree (or other plant) the Park and Facilities Department will provide its regular standard of landscape care for the tree or planting. If the tree or planting does not survive, the District will remove and/or replant the tree or planting at its sole discretion.

The Tree Fund program was expanded in 1994 to include donation of a park bench dedicated to an individual. There are two types of benches that can be purchased for dedication. The first option is the District's current standard park bench. The second is an artist created bench which is to be approved by the Park and Facilities Manager. In either case, a plaque recognizing the individual will be placed on or near the bench as determined by the Park and Facilities Manager.

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The second program is the Dedicated Plaque program. A plaque may be purchased from the District and placed in a designated location as determined by the Park and Facilities Manager for such recognition. Plaque dimensions may not exceed 18 inches by 24 inches.

Each program requires the dedicator to donate \$500 toward operation and maintenance of the dedicated donation. The District will make every effort to preserve and protect any dedicated tree planting, plaque, or bench, and will provide its regular standard of care and maintenance.

If necessary, due to the repair of surrounding areas, construction or redesign of a park or facility, the plaque or bench may be relocated. Should the plaque or bench be damaged, the District will remove or repair the item at its sole discretion.

Donations and gifts to the District's parks and facilities are gratefully accepted.

Approval: _____
General Manager/CEO

Effective Date: _____

Revision History:

Version: _____

Effective Date: _____



NORTH TAHOE PUBLIC UTILITY DISTRICT

**POLICY: Naming of District
Parks and Facilities**

NUMBER: 05-02

EFFECTIVE:

**Index: Park and Facilities Department/Recreation and Parks
Naming of Parks and/or District Facilities
Commemorative Seating Program**

POLICY: Naming of District Parks and Facilities

PURPOSE: The parks owned and operated by the North Tahoe Public Utility District (District) have become an important part of the local community. As such, individuals and groups currently, and well into the future, wish to acknowledge individuals for their contribution to the parks and the community in general. Additionally, family members may wish to acknowledge other members of their family. We have received numerous requests, from renaming an entire park to dedicating a park bench. In order to ensure a consistent and appropriate response to all requests this policy was created.

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3. If the Park and Facilities Manager determines a naming application meets the recognition policy guidelines a public notice of the recommended qualifying name will occur twice during a 30-day period. Public comments and recommendations must be in writing to the Park and Facilities Manager and delivered within the 30-day public notice period.

4. After the 30-day public notice period, the Park and Facilities Manager will submit the naming application for consideration by the District's Board of Directors.

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Commemoration Term

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commemoration and have the plaque removed and returned to the donor. The seating will remain the property of the District.

2. It is the donor's responsibility to notify the North Tahoe PUD with any change in contact information during the timeframe of their commemoration. Should the original applicant decline to renew their existing contract or fail to notify the District of an intent to rededicate, the plaque will be removed, and the bench will remain the property of the District. The retired bench will not be available to the applicant and will be reused or recycled by the District.

Process

1. Applications must be completed and submitted to the Recreation, Parks and Facilities Manager. Upon approval by Manager, the application will then move to the NTPUD Recreation and Parks Commission during a regular meeting for approval. Once approved by the Commission, an agreement between the District and the applicant will be signed, and fees will be collected.
2. The Park staff will order and install Commemorative Seating and/or plaque within 12 months of the contract, pending seasonal snow load around the desired location and processing time for plaque and bench.
3. Following installation, all benches will be recorded in the District's Computerized Asset Management System software. This will serve to track the installation date and maintenance history for the bench.

Approval: _____
General Manager/CEO

Effective Date: _____

Revision History:

Version: _____

Effective Date: _____

North Tahoe Public Utility District
Bench Donation Opportunities

NORTH TAHOE REGIONAL PARK

Available

Field 1 & parking lot

2



Top of Field 2 stairs

2



Top of Sunny Slope Sled Hill

2



Lakeview Trail scenic view

1



Northridge Trail scenic view

1



Tennis Court plaza

2



Pickleball Court plaza

2



Various Disc Golf tees

3+



Aspen ADA Trail

1



Pam Emmerich Trailhead & Pinedrop

1

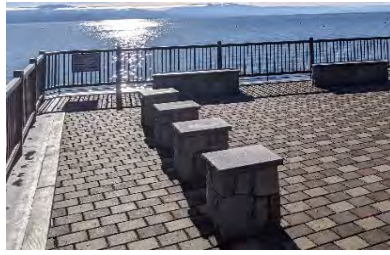


TAHOE VISTA RECREATION AREA

AVAILABLE

Scenic overlook cube

4



Scenic overlook bench

2



Beach bench

3





NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: G-5

FROM: Office of the General Manager

SUBJECT: Review and Discuss Status of the District's 2023-2028 Strategic and Implementation Plans

RECOMMENDATION:

The Board of Directors review, discuss, and provide feedback to staff on the status of the District's 2023-2028 Strategic and Implementation Plans.

DISCUSSION:

At the September 13, 2022 meeting, the Board of Directors formally adopted the District's Strategic Plan for the next five years through 2028. At the January 10, 2023 meeting, the Board of Directors formally adopted the 2023-2028 Strategic Plan's Implementation Plan.


This item is intended to provide the Board with an update on the District's progress to date on the goals, objectives, tactics, and activities identified in the plans.

FISCAL ANALYSIS: No Fiscal Impact

ATTACHMENTS:

NTPUD Strategic and Implementation Plans 2023-2028 – Status Update January 9, 2024

REVIEW TRACKING:

Submitted By: 

Bradley A. Johnson, P.E.
General Manager/CEO

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE		
NTPUD 2023-2028 STRATEGIC PLAN with IMPLEMENTATION PLAN										
1	1 Provide safe, efficient, sustainable water and wastewater services focusing on industry best practices and continuous improvement.	A Comply with all regulatory mandates and environmental standards.	1	Meet all California Safe Drinking Water Regulations.	a	Operate all water systems to meet safe drinking water regulations.	EOM/UOM	Ongoing	In compliance with California Title 22 Regulations. Division of Drinking Water completed the Sanitary Survey on all 3 water systems.	01/09/24
2					b	Perform required sampling to verify compliance with safe drinking water regulations.	EOM/UOM	Ongoing	In compliance with all required sampling. Submitted new 9-year water quality monitoring plan to Division of Drinking Water for all 3 systems for all constituents.	01/09/24
3					c	Submit required monitoring reports for compliance with safe drinking water regulations.	EOM/UOM	Ongoing	All required monitoring reports have been submitted monthly to the Division of Drinking Water.	01/09/24
4					d	Continue as a member of the Tahoe Water Suppliers Association (TWSA) and participate in the preparation of the Watershed Control Program Annual Report.	EOM	Ongoing	NTPUD serves as the Board Chair for TWSA. The TWSA 2023 Watershed Control Program Annual Report is posted at: https://www.yourtahoepace.com/uploads/pdf-public-works/TWSA_AR_2023_-_narrative_data_only_for_web.pdf	01/09/24
5			2	Meet all California Water Conservation goals and ensure sufficient water for essential indoor and outdoor use.	a	Complete Annual Water Audits and submit to DWR for the three District water systems and continue with water loss improvement steps.	EOM/UOM	Ongoing	Completed Annual Water Audits for all three water systems. Continued use and analysis of leak sensors to detect and repair water system leaks. Replacing system meters to improve accuracy.	01/09/24
6					b	Annually assess the water supply and demand for prediction of possible water shortages for all three water systems.	EOM/UOM	Ongoing	Completed and Submitted Annual Water Supply and Demand Assessment Report to State. Evaluated water supply for any anticipated shortages and determined sufficient supply for 23-24 water demands.	01/09/24
7					3	Meet all State Water Resources Control Board emergency regulations to further conserve water and improve drought resiliency.	a	Evaluate State Water Board's emergency regulations as issued.	EOM/UOM	Ongoing
8			b	Develop emergency regulation response and communication plan as appropriate.			EOM/UOM	Ongoing	The District is currently at Stage 2 Water Conservation Measures. Customer Resources on the website.	01/09/24
9			4	Stay abreast and monitor emerging contaminants of concern and potential threats to the District's water supply and public health.	a	Participate in TWSA for regional watershed protection issues.	EOM	Ongoing	District has been selected to conduct sampling for the EPA Unregulated Contaminant Monitoring Rule 5 for 29 PFAs and lithium in 2024. Division of Drinking Water has selected the District to collect and analyze samples for microplastics in 2024.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE			
10			5	Meet all conditions of the Waste Discharge Requirements for Sanitary Sewer System, Order No. 2006-0003-DWQ.	a	Operate all wastewater systems to achieve compliance with the discharge requirements.	EOM/UOM	Ongoing	The District is currently operating all wastewater systems in compliance with Regulations.	01/09/24	
11					b	Submit required SSO monitoring reports for compliance with DWR regulations.	EOM/UOM	Ongoing	District staff has submitted the required monthly SSO monitoring reports.	01/09/24	
12					c	Maintain a current Sewer System Management Plan and Sanitary Sewer Overflow response procedure.	EOM/UOM	Ongoing	The Sewer System Management Plan and Sanitary Sewer Overflow response procedure have been reviewed, revised, distributed to staff and submitted to the State.	01/09/24	
13					d	Implement best practices to reduce nuisance odors from the wastewater system.	EOM/UOM	Ongoing	Staff has been optimizing chlorine dosing and time of day pumping at wastewater pump stations to reduce odor formation and to eliminate odors when they form. Worked with TCPUD on upgrading and extending operation of odor control units in TCPUD service area.	01/09/24	
14		B	Optimize preventative maintenance of District utility system assets.	1	Continue corrective maintenance to improve system reliability.	a	Inspect and repair water systems asset deficiencies.	EOM/UOM	Ongoing	Staff continues preventive and corrective actions for maximum system uptime.	01/09/24
15					b	Inspect and repair wastewater system asset deficiencies.	EOM/UOM	Ongoing	Staff continues preventive and corrective actions for maximum system uptime.	01/09/24	
16				2	Review the quantity and frequency of preventative maintenance work orders and adjust based on resources and needs.	a	Benchmark our utility against AWWA/WEF Benchmarking Performance Reports.	EOM/UOM	Ongoing	Baseline report created in Lucity for key performance indicators.	01/09/24
17					b	Improve user experience for entering and closing work orders.	EOM/UOM	Ongoing	Improvements made and functionality added to mobile tablets	01/09/24	
18				3	Reduce water system loss.	a	Continue using the water leak sensors to identify potential watermain leaks while they are still small and repairs can be accomplished efficiently.	EOM/UOM	Ongoing	Continued use and analysis of leak sensors to detect and repair water system leaks. Manual sounding of watermains for additional leak detection. New water zone reporting for targeted field leak detection efforts.	01/09/24
19					b	Establish new water zone monitoring to identify smaller geographic areas with higher-than-average water loss for further investigation with leak detection equipment and techniques.	EOM/UOM	Ongoing	Created new water zones for all customer accounts and developed enhanced reporting for comparing water system metered use versus water supply for distinct metering areas.	01/09/24	

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
20		C Maintain District utility system up-time with a focus on redundancy and reliability.	1 Maintain and ensure the reliability of District supervisory control and data acquisition (SCADA) systems.	a Continually update computer hardware and software for the primary and backup SCADA control system.	EOM/UOM	Ongoing	Major replacement of network firewalls, switches, routers and servers for Utility Primary and Back-up control computers.	01/09/24
21				b Continually upgrade radio communication systems for reliable service.	EOM/UOM	Ongoing	Five new radios replaced as part of the Satellite Pump Station Project.	01/09/24
22			2 Partner with the community to proactively work to prevent sanitary sewer overflow (SSO).	a Inspect commercial grease interceptors for proper cleaning and maintenance.	EOM/UOM	Ongoing	Continued sewer CCTV inspection to identify sewers impacted by businesses discharging grease and other debris.	01/09/24
23				b Continue public education on "Your Toilet is not a Trash Can."	PIO/EOM	Ongoing	Re-connecting with SWEP to add Wipes messaging into school lessons	01/09/24
24			3 Emergency response planning.	a Review and revise preparedness, response, recovery, and mitigation processes – submit to the responsible regulatory agency as necessary.	EOM/UOM	Complete	New Spill Emergency Response Plan completed, distributed to staff and submitted to the State.	01/09/24
25				b Conduct a tabletop Emergency Response Plan (ERP) exercise.	EOM/UOM	Ongoing	Conducted a 2023 table top exercise to simulate Zone 1 pumping station failure.	01/09/24
26				c Conduct emergency response drills annually.	EOM/UOM	Ongoing	Exercise performed over two days on water intertie use in an emergency with all Staff. Emergency water pump drill completed to simulate Zone 1 water pump station failure.	01/09/24
27			4 Improve physical and network security.	a Implement cybersecurity for hardware, software and users of SCADA and plant control systems.	EOM/UOM	Ongoing	Major replacement of network firewalls, switches, routers and servers for Utility Primary and Back-up control computers. New business network servers installed. New email security and remote connection practices implemented.	01/09/24
28				b Implement the Risk and Resilience Assessment physical security recommendations.	EOM/UOM	Ongoing	Pump station site improvements to reduce access. Repairs to fencing made. Compromised building doors replaced.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
29		D Prioritize Capital Project planning and delivery toward uniform service using industry standards, asset condition data, and a focus on climate resilience and emergency preparedness.	1 Improve the comprehensive fire suppression capability of the water system in all three water systems.	a Replace aging and undersized watermains with new watermains designed for fire flow capacity.	EOM	Ongoing	Installed 7,928 linear feet of new watermain in the Golden Avenue, Rainbow Avenue, Steelhead Avenue (partial), and Secline Street. Fireflow improved to 3000 gpm plus in areas of improvements.	01/09/24
30				b Increase the number of installed fire hydrants.	EOM	Ongoing	Installed 12 new fire hydrants on Golden, Rainbow, Steelhead and Secline.	01/09/24
31				c Reduce the spacing between fire hydrants.	EOM	Ongoing	Fire hydrant spacing at 500 feet for Golden, Rainbow, Steelhead and Secline.	01/09/24
32				d Improve watermain looping.	EOM	Ongoing	Completed network looping for the Golden and Rainbow watermain system	01/09/24
33			2 Improve sewer system reliability.	a Complete improvements to the eight mid-size sewer pumping stations installed in the early 1970s.	EOM	Ongoing	All eight stations evaluated for mechanical, electrical and structural conditions. Preliminary design report completed.	01/09/24
34				b Rehabilitate aging sewer mains to reduce the risk of overflows and improve sewer service for customers.	EOM	Ongoing	Spring project to rehabilitate District owned portion sewer lateral using cured in place pipe technologies.	01/09/24
35				c Evaluate emergency sewer storage.	EOM	Ongoing	New valves installed on emergency overflow vaults at D-1, D-3 and D-4 Sewer Pump Stations. Evaluating overflow storage volumes and time to fill during emergency situations for response times. Export System evaluation budgeted in FY 23/24 Capital Plan and scheduled for 2024 kick-off.	01/09/24
36		E Actively advance the District's consumer-facing public utility initiatives through community engagement.	1 Water loss, conservation, and drought mitigations.	a Ensure routine messaging in all communications on State of CA drought measures.	PIO/EOM	Ongoing	Staff will work to review and implement - "Make Conservation a California Way of Life" in 2024/2025	01/09/24
37				b Continue the installation of cellular smart water meters to streamline the meter reading process and to allow customer access to real-time usage data.	EOM/UOM	Ongoing	158 cellular meters installed. Eye-On-Water program materials being developed for roll-out. District pursuing grant funding from Bureau of Reclamation's WaterSMART program.	01/09/24
38			2 SSO, Fats-Oils-Grease, Wipes and Rags.	a Activate FOG program messaging throughout the year.	PIO	Ongoing	2023/2024 campaign underway with social graphics and posts.	01/09/24
39				b Review year-round messaging of Wipes Clog Pipes, in collaboration with TCPUD & TSD.	PIO	Ongoing	Re-connecting with SWEP to add Wipes messaging into school lessons.	01/09/24
40				c Consider partner outreach for Wipes Clogs Pipes ("Toilet is not a trash can") campaign related educational materials with new births, local stores, etc.	PIO	Ongoing	Re-connecting with SWEP to add Wipes messaging into school lessons.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
41								
42	2 Provide high-quality community-driven recreation opportunities and event facilities.	A Expand public access for recreation opportunities and promote the District as an exceptional provider of year-round programming, special events and recreation services.	1 Expand offerings to highlight the District's recreation and park assets and drive participation.	a	RPFM	Ongoing	Even while making progress, this will be an ongoing District mission in regards to rec programming.	01/09/24
43				b	RPFM/HRM	Ongoing	Pickleball certifications for Rec Supervisor is example of this progress. Will be fluid and ongoing.	01/09/24
44				c	RPFM	Ongoing	New programs from 2023/24 include: yoga, art, dance classes. Will be fluid and ongoing.	01/09/24
45				d	RPFM/GM	Ongoing	Residents receive a minimum of 20% discount off contract programs with the discount being covered by District. Commercial, Non-Resident & Resident rates apply rentals. Events have been identified that are free to all	01/09/24
46				e	RPFM	Ongoing	Programming all areas of District ongoing. Significant progress in programming Event Center.	01/09/24
47			2 Create a loyal user base among full time and seasonal residents as well as visitors.	a	RPFM/PIO	Ongoing	Annual plan includes three seasonal activity guides, weekly newsletter & direct event marketing	01/09/24
48			b	RPFM	Ongoing	District attends community functions throughout the year.	01/09/24	
49	c	RPFM/CFO/PIO	Ongoing	Accounting provided support in the implementation of CivicRec, as well as ongoing customer service support and in the integration with SpringBrook. Public is able to navigate website and support requests are addressed promptly.	01/09/24			
50	d	RPFM/PIO	Ongoing	Cross training with CSR & Rec/Parks team on CivicREC and program offerings has found a routine.	01/09/24			
51	e	RPFM/PIO	In-progress	Using online services as well as local translation services and internal bi-lingual staff.	01/09/24			
52	3 Continue to leverage partnerships as an element of District programming with a focus on the following partners.	a	GM/RPFM	Ongoing	Continue to strengthen relationship with partner organizations.	01/09/24		
53		b	RPFM/GM/PIO	Ongoing	Have acquired more instructors from local businesses. Staff continues to evaluate opportunities.	01/09/24		
54		c	RPFM/GM	Ongoing	Ongoing collaboration and partnership with TCPUD including use of equipment and idea generation/sharing.	01/09/24		

	GOAL		OBJECTIVE		TACTIC		ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE		
55					4		Identify and implement opportunities to access District facilities and programming via alternative means of transportation.	a	Partner with Placer County to facilitate the completion of the North Tahoe Trail from Dollar Point to the North Tahoe Regional Park.	RPFM/EOM/GM	In-progress	Placer County continues pursuit of grant funding to support construction of the trail. MOU between District and Placer County for trail segment within the Regional Park has been executed.	01/09/24
56		B	Enhance Tahoe Vista Recreation Area (TVRA) as a public lakefront amenity; and review opportunities for additional public access to Lake Tahoe across the District.		1		Affirm marina status with Tahoe Regional Planning Agency (TRPA).	a	Determine the best use of marina status, including engaging with concessionaire(s) for motorized boat rentals.	RPFM/EOM	Complete	TRPA has confirmed that District cannot gain marina status without a code change.	01/09/24
57								b	Acquire buoys in accordance with TRPA regulations and distribute buoys in a manner that best serves District and community.	RPFM/EOM	Ongoing	Application submitted. Track TRPA Code of Ordinances for revisions to permit buoys.	01/09/24
58					2		Enhance Eastern portion of the property to enhance the visitor experience.	a	Increase the identity of TVRA as an ADA-accessible park with enhancements.	RPFM/PIO	In-progress	Scenic Overlook enhancements complete. Social media posts and branding of TVRA is occurring and programming opportunities are being evaluated.	01/09/24
59					3		Develop rentable amenities, including non-motorized watercraft as well as picnic and group gathering spaces.			RPFM	Complete	Development of new picnic area at RP, Picnic Area West complete, new kayak & SUP storage racks complete and rentable.	01/09/24
60					4		Work with the California State Parks, Placer County, and the California Tahoe Conservancy (CTC) to assess ownership, maintenance, operations, and programming of public lakefront parcels within the District.	a	Consider the Secline parcel for future public access enhancements and work with CTC and Placer County to partner on the enhancement of the Secline area beach and public amenities.	GM/RPFM	Ongoing	Funding for a feasibility study is awaiting award of grant contract. Scope of Work from project consultant is in hand.	01/09/24
61		C	Capitalize on the North Tahoe Event Center (NTEC) as our community's lakefront asset for year-round events and programming.		1		Develop a Capital Improvement action plan based on the results of the architectural study.			RPFM/EOM/GM	Ongoing	Architectural study has been completed. Financial projections are underway and determination of future of renovations contingent on available funding and District's Capital priorities.	01/09/24
62					2		Contract with a caterer for reliable food and beverage service.	a	Develop and implement a revenue model for alcohol service at NTEC.	RPFM/GM	In-progress	Current F&B catering model is functional. Discussion on merits of having an in-house caterer ongoing.	01/09/24
63					3		Continue to expand on NTEC's potential to be a revenue-generating facility for private events.	a	Balance use of the facility as both a private rental facility as well as a public amenity for community events.	RPFM	Ongoing	Event Center Manager and Recreation Team coordinating regularly.	01/09/24
64					4		Continue to expand community programming at the NTEC to enhance its important role as the community's lakefront gathering place.			RPFM	Ongoing	More programs introduced regularly.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
65		D Utilize the North Tahoe Regional Park (NTRP) as a community asset for passive and active recreation.	1 Increase accessibility of the Park.	a Identify signage needs and improvements throughout the Park. Generate and implement a plan to address updating signs.	RPFM/PIO	Complete	Comprehensive signage program in RP completed	01/09/24
66				b Identify and develop areas throughout the Park with adjacency to interconnected trails.	RPFM	Ongoing	Built new trail, Birdie trail, for on snow travel from Pam Emmerich Memorial Trailhead to trail network	01/09/24
67				c Continue ADA accessibility expansion and development of resources throughout the Park.	RPFM/EOM	Ongoing	New ADA access installed to ball fields in use for 2023 season	01/09/24
68				d Begin efforts to renovate and improve the Pam Emmerich Memorial Pinedrop Trail.	RPFM/EOM	In-progress	Grant funding to solidify design of trail has been secured. Initial studies underway. Trailhead improvements project completed in 2023.	01/09/24
69				e Work with Placer County to help address transportation access to the Park.	RPFM/GM	Initiated	District Staff has started conversations with Placer County regarding transportation alternatives to access Regional Park.	01/09/24
70			2 Develop, improve, and enhance rentable amenities throughout the Park.		RPFM	Ongoing	Completion of Tennis/PB Courts has coincided with a comprehensive plan to rent spaces	01/09/24
71			3 Capitalize on potential of concessionaires to provide services and generate revenue.	a Enable expansion of Tahoe Tree Top Adventures to include a zip line aerial tour within the park.	GM/RPFM	Complete	7-year contract extension with Headwall Corporation, which includes expansion of zipline, was completed in October 2023. Staff and Headwall meeting regularly on zip line development plan.	01/09/24
72				b Reimagine winter sport concessionaire to include utilization of the entire park for non-motorized winter sports including consideration of snowmaking.	RPFM/GM	In-progress	Beginning to staff RP on busy weekends in winter to understand use patterns and visitor spending threshold.	01/09/24
73				c Explore the potential of a mobile food concessionaire to provide service at both TVRA and NTRP.	RPFM/GM	In-progress	RFP has been created but not put out. Discussion on pursuing for 2024 is underway.	01/09/24
74			4 Assess paid parking improvements to enhance revenue capture and data collection from our non-CFD users.		GM/RPFM/EOM/ CFO	Ongoing	Test periods via a staffed gate entrance occurred in summer 2023 and again in winter 2024 with winter peak pricing test. Staff is evaluated parking management study partnership opportunities with Placer County.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
75		E Use the Active Recreation Needs Assessment to establish community priorities and set a roadmap for the future of District recreation facilities.	1	Engage the public and stakeholders to set priorities and direction for active recreation facility improvements and additions.	RPFM/PIO	In-progress	Decision on whether to go to polls should be made in January based on consultants' recommendation and Board action	01/09/24
76			2	Ensure a fully vetted operation plan for any recommended and featured amenity proposals.	RPFM/GM	In-progress	Phase 2 of study includes a full maintenance and operation plan for Center. That plan was adopted in January, 2024	01/09/24
77			3	Find funding for the development of active recreation amenities.	a GM/PIO	Ongoing	District staff monitors and pursues grant opportunities as they arise. Updates are provided to the Board monthly in District staff reports.	01/09/24
78					b RPFM/GM/CFO	In-progress	Phase 3 has included analysis of funding mechanisms and ballot opportunities through consultants.	01/09/24
79					c RPFM/GM/CFO/PIO	In-progress	Surveying is underway with results complete by end of 2023	01/09/24
80					d RPFM/GM/PIO	Ongoing	Opportunities are evaluated on an on-going basis.	01/09/24
81			4	Continue partnership with TCPUD to jointly service all North Lake Tahoe community members and to enhance regional recreation opportunities.	RPFM/GM	Ongoing	District and TCPUD staff coordinate on an on-going basis.	01/09/24
82			5	Explore Firestone Property as a potential site for a Regional Recreation Center and outdoor recreation amenities.	a RPFM/GM	In-progress	Pending results of survey and decision to go to ballot.	01/09/24
83					b RPFM/GM	In-progress	Pending results of survey and decision to go to ballot.	01/09/24
84					c RPFM/GM/EOM	In-progress	Pending results of survey and decision to go to ballot.	01/09/24
85		F Uphold maintenance and capital investment of existing facilities to ensure their vitality for generations to come.	1	Use facilities condition assessment to prioritize ongoing and preventative maintenance at all District facilities.	RPFM/EOM	Ongoing	Replacement of tennis/pb courts, identified in FCA has been completed.	01/09/24
86			2	Analyze and implement proper staffing levels to address necessary maintenance cycles.	a RPFM/HRM	Ongoing	Successful 2023 seasonal hiring season	01/09/24
87			3	Prioritize capital project planning and delivery of Park and Facility enhancements and new infrastructure.	a EOM/RPFM	Ongoing	Implementation of Recreation and Parks Capital Improvement Plan	01/09/24
88					b EOM/RPFM	Ongoing	Implementation of Recreation and Parks Capital Improvement Plan	01/09/24
89					c EOM/RPFM	In-progress	Used for prioritizing Tennis, Pickleball, and Trail improvements	01/09/24
90					d EOM/RPFM	In-progress	Other active recreation amenities were identified in Phase II and will be prioritized based decision to build rec/aquatic center	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
91								
92	3 Enhance District governance and partnerships.	A Maintain best practices in public agency governance throughout all levels of the District.	1 Keep accurate and up-to-date ordinances and policies in alignment with best practices, laws, and regulations.	a Conduct a policy status assessment and gap analysis.	GM/CFO/EOM/ASL	In-progress	Finance policy review & update underway. Updates to Recreation Ordinance being evaluated. Water and Sewer Ordinance evaluated on an ongoing basis. Personnel Policy/Handbook update underway.	01/09/24
93				b Identify management team member(s) responsible to address policy updates based on gap analysis.	GM/ASL	In-progress	Team members assigned as updates are prioritized.	01/09/24
94				c Prioritize and develop identified policies.	GM/CFO/EOM/ASL	In-progress	Finance policy review & update underway working with Finance Committee. Reserves policy risk research underway, recommendations to be presented to FC by end of fiscal year. Debt policy to be presented to FC by end of fiscal year. Investment policy update to be presented to FC this month discussing incorporation of CLASS in District investment options. To ensure responsible oversight and monitoring an annual review of UAL & Prefunding policy as well as current balances conducted in October, resulting in recommendation for funding and/or policy updates.	01/09/24
95				d Establish a policy review and maintenance cycle.	GM/CFO/EOM/ASL	In-progress	Finance policy review timelines established with updates	01/09/24
96			2 Budget and financial transparency.	a Clearly identify methodologies for allocations and assumptions.	CFO/GM	In-progress	OpenGov reporting available internally. Public access to go live 7/1/24.	01/09/24
97				b Hold educational sessions with Board and Commission as needed.	CFO/GM	In-progress	Annual process with Finance Committee and Full Board.	01/09/24
98				c Ensure the annual budget is accessible and understandable to the public.	CFO/GM/PIO	In-progress	Current PDF version available on website. OpenGov to go live 7/1/24.	01/09/24
99			3 Complete the District's California Special Districts Association (CSDA) Transparency Certificate.	a Research requirements.	PIO/ASL	Not Started	Plan to address in 2024	01/09/24
100				b Develop required reporting.	CFO/PIO/ASL	In progress	Related is the Certificate of Excellence in Financial Reporting, issued by the GFOA. Accounting will initiate the first step, upon publication of our audit with no findings, by submitting to GFOA for a preliminary review. Next steps will be to address any observed opportunity for improvement.	01/09/24
101				c Apply for the Certificate.	PIO/ASL	Not Started	Plan to initiate in 2024.	01/09/24
102			4 Finalize personnel policies handbook.		HRM/GM	In-progress	Working on updating the document and review with union.	01/09/24
103			5 Update the District's personnel ordinance.		HRM/GM	In-progress	Working on updating the document.	01/09/24
104			6 Update the District's record-keeping and archiving policies	a Assess Human Resources best file storage practices for personnel and workers' compensation files.	ASL/HRM/GM	Initiated	Scanning of archived paper materials underway with plan to further address in 2024.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
105		B Ensure financial sustainability of the District.	1 Develop a long-term financial plan and projection, including operations, capital requirements, funding forecast and debt funding options.		CFO/EOM/GM	In-progress	In conjunction with annual budget process and current 5 year rate study.	01/09/24
106			2 Complete and implement new Five-Year Rate Structure.	a Engage a consultant to conduct a cost-of-service study.	CFO/EOM/GM	In-progress	HDR engaged with cost-of-service study complete. An outcome of the study is the recognition that to implement wastewater rate structure simplification a service size audit needs to be completed within the next three years. Coordinating with EOM & UOM to ensure appropriate prioritization and timely completion	01/09/24
107				b Assemble internal support team with an identified sponsor.	CFO/EOM/GM	Complete	Team includes GM, CFO, EOM, and PIO	01/09/24
108				c Staff recommendation presented to Board for consideration and adoption in compliance with California Proposition 218 requirements.	CFO/EOM/GM	In-progress	Analysis presented to Board with Public Hearing for rate setting targeted for March 7, 2024.	01/09/24
109			3 Achieve and maintain a clean annual financial audit.	a Develop and implement processes resolving control or reporting gaps as identified by external auditors and internal analysis.	CFO/GM	On-going	Current audit to be published in December has no findings. Continuing to work with leadership and staff to build a culture of pride in the achievement and the continued improvement in compliance to internal processes.	01/09/24
110				b Continue staff education, training, and understanding of financial processes and policies.	CFO/GM	In-progress	During the course of this year to date, the Controller & GL Accountants have participated in Grant reporting training and certified Payroll training.	01/09/24
111			4 Identify and participate in utility rate affordability programs.	a Participate in the California Low Income Household Water Assistance Program.	CFO/GM	In-progress	Program extended to include wastewater. Recently extended to May 2024. In addition, developing internal Customer Assistance Program.	01/09/24
112				b Identify and participate in other programs as they become available.	CFO/GM	In-progress	Monitoring opportunities. Development of internal rate assistance program underway with GM/PIO, with go live date July 1st.	01/09/24
113		C Monitor and advocate for Federal, State, and Local legislation; and actively pursue relevant grant opportunities that support District priorities.	1 Work with District Counsel, California Tahoe Alliance (CTA), and state and federal legislative advocates to actively monitor legislation impacting the District.		GM	Ongoing	District is actively engaged in legislative affairs activities at both the state and federal level. Updates are provided to the Board monthly in District staff reports.	01/09/24
114			2 Continue active participation in Tahoe Water for Fire Suppression Partnership and leverage federal and state legislative advocates to advance funding opportunities for water infrastructure.		GM/PIO	Ongoing	District is actively engaged in legislative affairs activities at both the state and federal level. District recently featured with TCPUD and NTFPD in CSDA's virtual tour highlighting our water infrastructure for fire suppression efforts. Updates are provided to the Board monthly in District staff reports.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE			
115			3	Actively monitor and pursue Placer County CAP and regional grant opportunities that address District priorities.		GM/PIO	Ongoing	District staff monitors and pursues grant opportunities as they arise. Updates are provided to the Board monthly in District staff reports.	01/09/24		
116			4	Assess District's competitiveness in California Office of Grants and (OGALS) grant programs and apply when appropriate.		GM/PIO	Ongoing	District staff monitors and pursues grant opportunities as they arise. Updates are provided to the Board monthly in District staff reports.	01/09/24		
117			5	Continue to monitor and pursue other grant opportunities to support District priorities.		GM/PIO	Ongoing	District staff monitors and pursues grant opportunities as they arise. Updates are provided to the Board monthly in District staff reports.	01/09/24		
118			6	Energize and engage Friends of the Park, via the Tahoe Truckee Community Foundation, as a vehicle for private donations to support Recreation and Parks capital improvements and enhancements.		GM/PIO/RPFM	Initiated	Updates to District Naming Policy and Commemorative Seating Program underway.	01/09/24		
119		D	1	Be a strong community partner to provide value in alignment with the District's charter.	Engage with local agency partners.	a	Prioritize engagement and partnership with BGCNLT, NTBA, and Mountain Housing Council.	GM/PIO	Ongoing	GM sits on BGCNLT and NTBA Boards with regular engagement between District and partner staff.	01/09/24
120						b	Consider additional engagement and formal partnerships with local non-profits whose mission aligns with the District's including Sierra Community House and others.	GM/PIO	Ongoing	District works regularly with Sierra Community House as appropriate and as opportunities arise.	01/09/24
121						c	Attend local agency partner meetings as needed and when appropriate.	GM/PIO	Ongoing	District staff is regularly attending local partner agency meetings as appropriate.	01/09/24
122			2	Engage with regional, state, and federal government partners.		a	Work with the U.S. Forest Service, California Tahoe Conservancy, and Placer County to assess maintenance agreements and land trades or acquisitions.	GM/PIO	Ongoing	District meets regularly with identified partners to assess opportunities.	01/09/24
123		E	1	Identify opportunities to minimize redundancies with neighboring special districts and private water systems.	Analyze ties between NTPUD and TCPUD and assess the need to expand the shared facilities and services with an eye towards consolidation.			GM/CFO/EOM/RP FM	Ongoing	District meets and collaborates regularly with TCPUD.	01/09/24
124			2	Consider Joint Powers Agreements (JPAs) or Memorandums of Understanding (MOUs) with other utilities and recreation providers to think about economies of scale.				GM/CFO/EOM/RP FM	Ongoing	Opportunities are evaluated on an on-going basis.	01/09/24
125			3	Assess making the water system consistent via consolidation of private water providers within the District's boundary.				GM/CFO/EOM	In-progress	Study underway. Research and analysis during rate setting resulted in recommendation for non-metered water rate. Developing water model for private water systems.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
126								
127	4 Sustain and strengthen organizational resources, expertise, and culture.	A Ensure the District can recruit and retain a qualified and skilled workforce.	1 Maintain competitive wages and benefits.	a Annually review wages and benefits of surrounding like-agencies for both Seasonal and Regular Full-Time positions.	HRM	Ongoing	Participate in local compensation studies, review and compare NTPUD practices to data for consideration.	01/09/24
128				b Whenever position vacancies occur, review job descriptions for accuracy and department needs and salary is appropriate and competitive.	HRM	Ongoing	Positions are evaluated upon vacancy.	01/09/24
129				c Analyze seasonal schedules and how to best attract with flexible hours, perks, and benefits.	HRM	Completed	Finalized, with Board approval, an employee privileges policy and implemented in Summer 2023. Recruiting efforts include internships, flexible hours for employees.	01/09/24
130				d Ensure timely renewal of the Memorandum of Understanding and Confirmation of Understanding.	GM	Not Started	Existing MOU and COU run through June 30, 2027. Labor Management Committee is meeting quarterly.	01/09/24
131			2 Investigate workforce housing possibilities on District-owned properties.	a Assess and quantify District need and workforce desire for District provided housing.	GM/HRM	Not Started		01/09/24
132				b Work with Placer County and TRPA to update Area Plan zoning of the District's residential parcels on Donner Road to allow workforce housing.	GM/EOM	Initiated	General Manager is meeting regularly with Placer County and TRPA staff to identify an opportunity to execute rezoning of the identified parcels.	01/09/24
133				c Work with District Counsel to assess legal, operational, and tax implications of providing workforce housing.	GM/CFO	Initiated	District Counsel has started analysis and is developing a preliminary white paper.	01/09/24
134				d Leverage Mountain Housing Council (MHC) participation to identify potential regional partners to develop and participate in workforce housing on District owned land.	GM/PIO	Initiated	Truckee Tahoe Workforce Housing Agency identified as a partnership opportunity.	01/09/24
135			3 Implement a District-wide succession planning structure.	a Evaluate position needs over the next five years, and where possibilities exist, to develop internal candidates. Work to develop staff through cross-training, job shadowing, and continued external professional development.	HRM	Ongoing	HR Manager, GM, and management team review organizational chart, staffing, and opportunities annually as component of the budget process.	01/09/24
136			4 Annually review organization chart and evaluate personnel gaps, technical needs and skills to meet District core function and priorities.		GM/HRM	Ongoing	HR Manager, GM, and management team review organizational chart, staffing, and opportunities annually as component of the budget process.	01/09/24
137			5 Evaluate and continuously work to improve/enhance the District's culture.	a Ensure recruiting/advertising for vacant positions promotes our brand name and culture.	HRM/PIO	Ongoing	HR Manager, PIO, and hiring manager work collaboratively on each recruitment.	01/09/24
138				b Ensure well-designed on-boarding, culture building, and training that tie to the District's Mission, Vision, and Core Values.	HRM	Ongoing	Provide new employee orientation to review the District's Mission, Vision, Core Values, policies, procedures, safety, and culture.	01/09/24
139			6 Evaluate how our workforce and positions match our community demographics.	a Review and consider bi-lingual requirements for customer-facing positions.	HRM	Not Started		01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
140		B Maintain a culture of an empowered and professional workforce.	1 Offer professional development and certificate opportunities to all staff.		GM/HRM	Ongoing	Joined Liebert, Cassidy, Whitmore (LCW) Gold Country Consortium to provide ongoing education for managers/supervisors on labor law. Reviewing and implementing Incentive Pay expansions as they are identified. Professional development and training funding included in FY 23/24 budget for all Departments.	01/09/24
141			2 Update employee review process (software + manager review protocol).	a Update the employee review process by making sure the new leadership Core Values (NTPUD C.A.R.E.S.) are the foundation of the evaluating categories.	HRM	In-progress	Updating Trackstar with C.A.R.E.S. District Core Values and review position competencies and questions to streamline process.	01/09/24
142			3 Provide and fund annual training opportunities for all staff.		GM/HRM/CFO	Ongoing	Included in FY 23/24 budget. Staff utilization is underway.	01/09/24
143			4 Prioritize employee safety through the development of a safety-focused culture, ongoing education and training, and regular Safety Manual updates.	a Support Safety Committee activities and participation.	GM/HRM	Ongoing	Continue to hold monthly safety committee inspections/meetings to ensure safe work practices.	01/09/24
144				b Evaluate the District's third-party safety consultant contract and engagement with partner agencies.	GM/HRM/UOM	In-progress	Issued an RFP for consulting services to ensure continuous safety programs.	01/09/24
145				c Continue to support and implement the District's Injury, Illness, and Prevention Program (IIPP)	GM/HRM	Ongoing	Review, update, and monitor District's IIPP and Safety Manual in a timely manner to ensure compliance with CalOSHA regulations.	01/09/24
146			5 Improve team culture and increase social interaction between departments and staff.	a Provide team building meetings that promote culture and ways to better collaborate.	GM/HRM/ASL	Ongoing	Schedule and support Employee Association activities and District All-Employee Meetings to interact with staff on a friendly and positive basis.	01/09/24
147		C Maintain excellence in all internal and external District communications.	1 Intentionally engage the community - including all customers, residents, and visitors.	a Ensure positive customer interaction with District staff by providing recurring customer service training.	GM/CFO/PIO/ASL	In-progress	Customer Service Training held 2/22 & 2/23. Customer Experience Survey went live 10/2/23. Anticipate continued customer service training in the next fiscal year, to introduce new topics and keep skillsets fresh.	01/09/24
148				b Produce professional and electronic external documents to support a positive customer experience.	PIO	Ongoing	Underway - utilizing Canva and professional designer	01/09/24
149			2 Maintain a fully accessible, up-to-date, accurate websites.	a Implement a new WordPress website content management system.	PIO	Complete	Complete on both District and NTEC websites	01/09/24
150				b Train appropriate staff on website editing for updating.	PIO	Ongoing	Recreation, Admin staff trained. CSR staff to come in 2024.	01/09/24
151				c Implement and maintain industry best practices for all District websites, focused on accessibility in accordance with state law.	PIO	Ongoing	Staff will audit and update both websites in 2024	01/09/24
152			3 Implement a regular internal newsletter or general manager updates.	a Develop a content calendar for newsletters and external and internal updates.	PIO	Initiated	With District adoption of Constant Contact, we now have the tools to do this. Staff is evaluating best approach for implementation.	01/09/24
153			4 Launch an internal intranet with employee resources, documents, etc.	a Provide training to ensure intranet information is kept up to date.	PIO/ASL	Complete	Training and updates are ongoing.	01/09/24

	GOAL		OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
154		D	Ensure the District's fleet and equipment are safe and well maintained, and in alignment with industry standards and best practices.	1	Evaluate electrification of the District's fleet and equipment and monitor compliance requirements of the California Air Resources Board Advanced Clean Fleets proposed rule.	EOM/UOM	Ongoing	Staff has monitored and participated in rulemaking for Advanced Clean Fleets Rule. Registered in State TRUCRS database to begin compliance activities	01/09/24
155				2	Ensure timely maintenance, service cycles, and replacement by leveraging the computerized maintenance management system.	EOM/UOM	Ongoing	Executing preventive and corrective work orders on rolling stock and equipment.	01/09/24
156				3	Right size fleet and equipment for all District divisions.	EOM/UOM	Ongoing	Evaluated service truck inventory, ordered six new 3/4 ton trucks, re-allocated vehicles in the departments, earmarked 9+ vehicles for auction. Evaluating impacts of new Advanced Clean Fleet Rule.	01/09/24
157		E	Ensure reliability and security of the District's information technology systems.	1	Provide updated and necessary software and technology for District staff to perform their job duties and ensure data, (Information Technology) IT, and GIS accessibility.	EOM	Ongoing	Managed software licensing updates and number of licensed users. New software added as needed. New on-line GIS map database being developed.	01/09/24
158				2	Update the District's internal IT plan and best practices related to IT.	EOM	Ongoing	Workplans managed by staff	01/09/24
159				3	Continued implementation of the District's cyber-security plan that was developed under AWIA Risk and Resilience Assessment.	EOM/UOM	Ongoing	SCADA system cybersecurity hardening completed, see above. Developing a restoration and recovery plan post attack.	01/09/24
160		F	Ensure the District's support facilities are well maintained and adequate for all operations.	1	Develop a Base Facilities master plan for operations support services and future on-call residences.	EOM	Not Started	Included in Base Capital Improvement Plan. Kick-off targeted for early 2024.	01/09/24
161				2	Ensure timely maintenance, service cycles, and replacement by leveraging a computerized maintenance management system.	EOM/UOM/RPFM	Ongoing	Review of recurring work orders and reprioritization of tasks.	01/09/24
162				3	Continue to adapt workspace needs with changing staff levels and functions.	EOM/HRM	Ongoing	Operations, Technicians and Superintendent office furniture completely replaced and spaces renovated to remove unused cupboard and shelving to create additional space.	01/09/24

	GOAL	OBJECTIVE	TACTIC	ACTIVITY	LEAD	STATUS	COMMENTS	STATUS DATE
163		G Actively address emergency preparedness and climate resilience and adaptation in District operations.	1 Engage in Federal, State, and County emergency planning and participate in regional exercises and response training.	a Review and revise District preparedness, response, recovery, and mitigation processes.	EOM/UOM/GM	Ongoing	New Spill Emergency Response Plan completed, distributed to staff and submitted to the State.	01/09/24
164			2 Prioritize partnership and fuels management work with North Tahoe Fire Protection District, California Tahoe Conservancy, and U.S. Forest Service Lake Tahoe Basin Management Unit (LTBMU).		GM/EOM/RPFM	Ongoing	Fuels management work within the North Tahoe Regional Park is complete. Partnership continues with a focus on supporting additional fuels management and on-going water infrastructure for fire suppression investment.	01/09/24
165			3 Develop continuation of operations planning in case of remote workforce.		GM/HRM/EOM/CFO	Ongoing	Continued deployment of laptops to key staff members and enhancing IT infrastructure to support remote work.	01/09/24
166			4 Evaluate and consider participation and active engagement with the North Tahoe-Truckee Climate Transformation Alliance (CTA).	a Leverage CTA to evaluate and implement District energy, carbon footprint, sustainability, and other climate mitigation opportunities.	GM/EOM	Ongoing	District staff continues attendance and participation at CTA meetings.	01/09/24
167				b Leverage CTA to pursue supportive grant funding for related activities.	GM/PIO	Ongoing	District staff continues to monitor grant opportunities. District is partnering with TCPUD on a CTC grant for evaluation of District greenhouse gas emissions.	01/09/24
	Abbreviations Key			Status Definitions				
	RPFM - Rec, Park & Facilities Manager		GM - General Manager/CEO		Completed - Tactic has been completed.			
	ASL - Admin. Services Liaison		HRM - Human Resources Manager		In-Progress - Working toward completion.			
	CFO - Chief Financial Officer		PIO - Public Information Officer		Initiated - Work has begun.			
	EOM - Engineering & Ops Manager		UOM - Utility Operations Manager		Ongoing - Work is continuous or annual. Tactic is an ongoing or annual project or procedure.			



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: G-6

FROM: Office of the General Manager

SUBJECT: Public Employee Compensation – Title: Chief Financial Officer – Consider Actions Regarding Chief Financial Officer Performance Review

RECOMMENDATION:

The Board considers further actions subsequent to the completion of the Chief Financial Officer's performance review as it relates to compensation.

DISCUSSION:

Once the Board completes the performance evaluation for the Chief Financial Officer (CFO) for the prior year, consideration of changes in the position's compensation can only be discussed/acted on in an agendaized open meeting.

FISCAL ANALYSIS:


The financial impact will depend on the action taken by the Board as it relates to the CFO's compensation. The District's Employment Agreement with the CFO stipulates annual consideration of compensation by the Board which may include a cost-of-living adjustment and/or a merit based increase.

ATTACHMENTS: None

MOTION:

Changes in compensation shall be made by Board action.

REVIEW TRACKING:

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: H-1

FROM: Office of the General Manager

SUBJECT: General Manager/CEO Report

Major monthly items of note are included as agenda items or are addressed in the Department Managers' reports in this packet. Additional items are as follows:

- 1) With the recent surge in COVID-19 cases nationwide, the District continues to monitor the federal, state, and county guidance and directives regarding the impacts of COVID-19. This includes updates from the Centers for Disease Control and Prevention (CDC) and the State of California Department of Public Health (CDPH). All work practices at the District remain in conformance with CDC, CDPH, and Cal/OSHA requirements. The District did not see any COVID cases among Staff over the last month.
- 2) The District, Tahoe City Public Utility District (TCPUD), and the South Tahoe Public Utility District (STPUD) continue their partnership work on legislative matters:
 - a) At the federal level, the partnership developed the 2024 project priority list in anticipation of a potential United States Forest Service (USFS) 2024 allocation for the Tahoe water for fire suppression program. Work now focuses on ensuring a 2024 allocation from the USFS occurs once congress passes a Fiscal Year 2024 budget (or long-term continuing resolution).

Additionally, the partnership is working with our Nevada partners and the offices of both Congressman Kiley and Congressman Amodei (Nevada) to request authorization, via the pending 2024 Water Resources Development Act legislation, of a \$30-million bi-state, Basin-wide water infrastructure funding project through the United States Army Corps of Engineers Section 219 program. The Section 219 program provides planning, design, and construction assistance for water and sewer related environmental infrastructure and resource protection and development projects for local communities throughout the country. Under the program, construction is cost shared 75 percent federal and 25 percent non-federal.

- b) The partnership has tentatively identified the week of March 11, 2024 for a Washington DC legislative affairs visit. The trip this year is being coordinated with TRPA and the other non-water Basin partners for a “Tahoe Week” in DC. This tentative date does conflict with the District’s regularly scheduled March 12, 2024 Board meeting.
- c) At the state level, the partnership is continuing work to debrief the veto of [SB 470 \(Alvarado-Gill\)](#) by the Governor and develop our legislative strategy for 2024. The partnership anticipates an opportunity to continue to advance the water infrastructure for fire suppression issue on both a stand-alone basis as well as a component of an anticipated climate resiliency bond.
- d) The partnership, in coordination with the California Tahoe Alliance, has identified the week of March 18, 2024 for a Sacramento legislative visit.
- 3) The District continues to work with TCPUD on a grant application to the California Tahoe Conservancy to fund a greenhouse gas inventory of both districts’ operations. The goal is for the grant to fund 100% of the direct costs of the effort (approximately \$80,000), with NTPUD and TCPUD providing in-kind labor. We anticipate a potential grant award to occur in March 2024.
- 4) The North Tahoe Business Association (NTBA) held its regularly scheduled Board meeting on December 20, 2023. The following items were topics of discussion:
- a) Appointment of two new Board Members
 - b) Executive Director report
 - c) Review of NTBA financials
- The next regularly scheduled NTBA Board meeting is January 17, 2024.
- 5) The Boys and Girls Club of North Lake Tahoe (BGCNLT) does not hold a December Board meeting. The next regularly scheduled BGCNLT Board meeting is January 24, 2024.
- 6) The District is recruiting for one open position:
- Utility Operations Maintenance Worker I/II

Submitted By:



Bradley A. Johnson, P.E.
General Manager/CEO



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: H-2

FROM: Justin Broglio, Public Information Officer

SUBJECT: Public Information and Community Outreach Report

DISCUSSION:

Public Information and Community Outreach:

- For the month of December, our communications and outreach focused on – 1) Seasonal operational updates for the North Tahoe Regional Park; 2) promotion of our winterization messaging to customers; 3) promotion of the CSDA 2023 Virtual Tour; 4) completion of the Two-Year Watermain and Hydrant project; and 5) seasonal holiday messaging across all accounts.
- Staff worked in December to finalize the planning, outreach, marketing, and materials for the upcoming 2024 Rate Adjustment including the required Prop 218 public notice mailing and brochure, public hearing notices, and social media and website content campaign content.
 - A draft of the Public Notice of Proposed Rate Adjustments is included in your Board packet for discussion as item G-3.
 - **The Public Notice of Proposed Rate Adjustments is scheduled to go to print on Wednesday, January 10th, with a post-mark date of Friday, January 19th.**
 - Website updates and the official Rate Adjustment campaign will begin on Monday, January 22nd.
- Staff worked with the Recreation Team to finalize the design and distribution of the 2024 Winter/Spring Activity Guide, also presented in your Board packet as an attachment to the Recreation, Parks, and Facilities Department Report this month.
- Staff continues to update and track engagement with our “Customer Service Experience” survey.
- Staff attended the CSDA 2023 Virtual Tour – highlighting the District’s “Water Infrastructure for Firefighting in Lake Tahoe” with our partners at TCPUD and NTFPD.

- Staff is proud to report the completion of the full Regional Park Wayfinding Signage Update project! All grant billing is complete, and all signs are in place.
- Staff continues to add content and update the District's new website as needed.

Grants:

- Staff is preparing two applications for submission to the NTCA's Community Vitality and Economic Health Investment Program - One-year Annual Grant Cycle.
 - The first is a request for the construction of the extension of the Pam Emmerich Memorial Pinedrop Trail in the Regional Park.
 - The second is a request for construction of the Community Plaza at the Tennis and Pickleball Facility.
- Staff is preparing one application for submission to the California Tahoe Conservancy's – SB630 Grant Program 2024 application period.
 - The application is for a \$60,000 request for the Planning and Design of Enhancements to Secline Beach.
- Staff is continuing to monitor and review grant opportunities as appropriate.


North Tahoe Event Center Marketing:


- Staff has started design work on the NTEC's new marketing brochures and promotional videos for both wedding and corporate/meeting cliental.

Community and Regional Partner Connections:

- Participated in bi-weekly Tahoe-Truckee PIO team meetings and North Lake Tahoe-Truckee Stakeholder meetings.
 - December meetings focused on the winter recreation messaging, and the upcoming January meetings of the Destination Stewardship Council.
- Attended the NTCA's Monthly First Tuesday Breakfast Club.
 - Staff provided updates on the District's Fall winter operations planning for the North Tahoe Regional Park and other events.

Review Tracking:

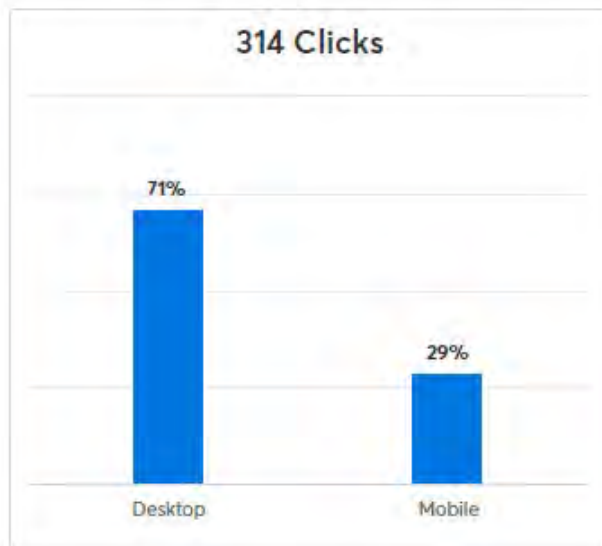
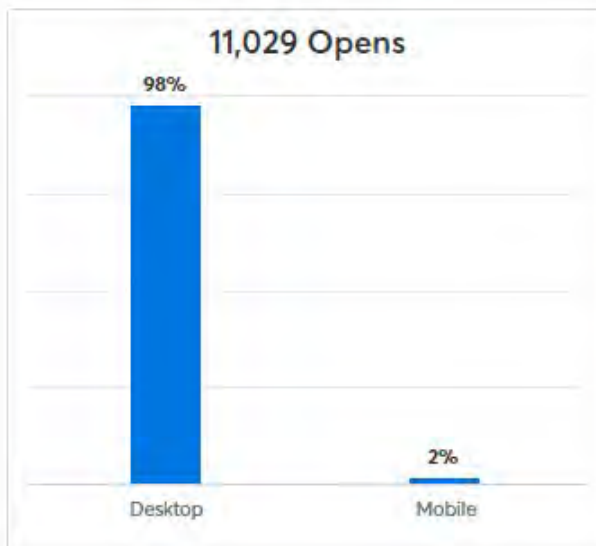
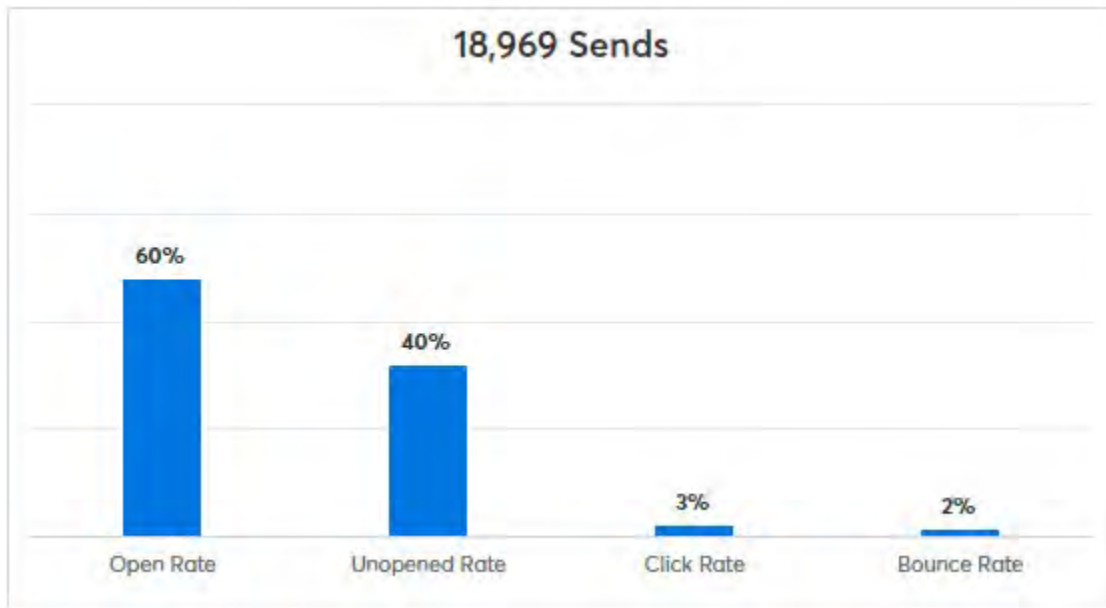
Submitted By: 
Justin Broglio
Public Information Officer

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

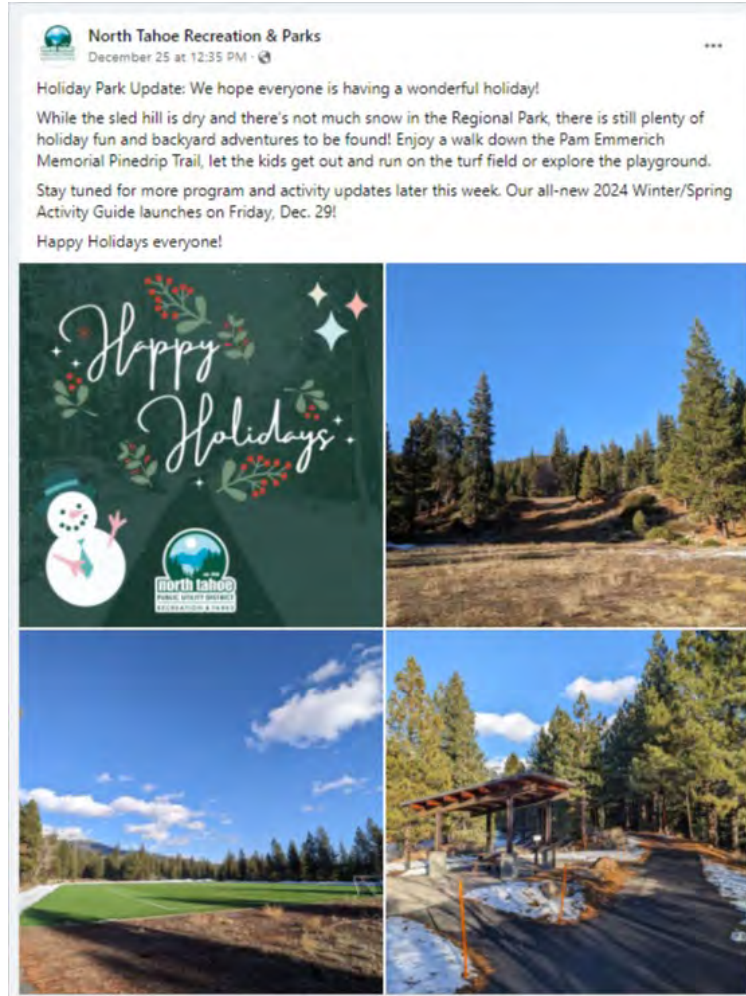
Email Newsletter Metrics –

December metrics for the District’s Recreation Newsletter and Board Meeting Notices –

District email newsletters continue to receive strong engagement and open rates across all audiences. Open rates remain at or above 60% for all emails coming from both the Recreation & Parks team and the District meeting notices.



Social Media Content –



North Tahoe Public Utility District
December 13 at 4:00 PM

We are proud to support the [Sierra Watershed Education Partnerships](#) annual "Trashion Show"! Our local North Tahoe Enviroolution Club members put on a fantastic event this afternoon at [Kings Beach Elementary School](#). Special thanks to the [DRINK TAHOE TAP Duo](#) and the [#WipesClogPipes](#) and [#MicroplasticsPollution](#) dancers!

Congrats to all these amazing local students who are helping us share these important messages about environmental sustainability and protecting this beautiful place we call home here in North Lake Tahoe!

northtaoepud · Following

northtaoepud 1w
Following two years of construction, we are proud to announce the completion of the Carnelian Bay and Kings Beach watermain project.

With over 11,000 linear feet of new water pipelines and 18 new fire hydrants, this project significantly improves our water system reliability and increases water capacity for fire suppression on the North Shore of Lake Tahoe.

Click the link in our bio to read more about this project and the District's next phase of identified water system rehabilitation and capital infrastructure replacement.

Liked by [northtaoerecreation](#) and [others](#)
7 days ago

Add a comment...



northtahoeevents • Following
Kings Beach, Lake Tahoe



northtahoeevents 1d
Wondering how to decorate a wedding venue for an outdoor celebration?

The beautiful landscape that surrounds Lake Tahoe provides an ideal backdrop for couples who want to celebrate their love while enjoying the breathtaking view.

But before you can have your dream wedding in Lake Tahoe, you'll want to



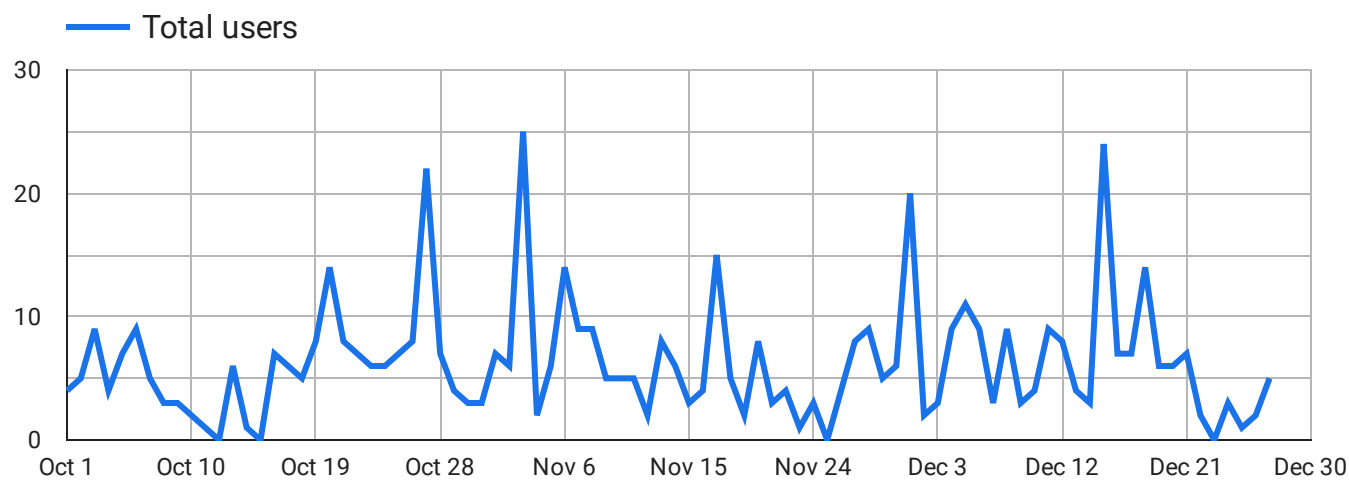
Liked by carsonvalleyeventrentals and others
1 day ago



Add a comment...



Website Traffic (Audience) Metrics



Total users

371

New users

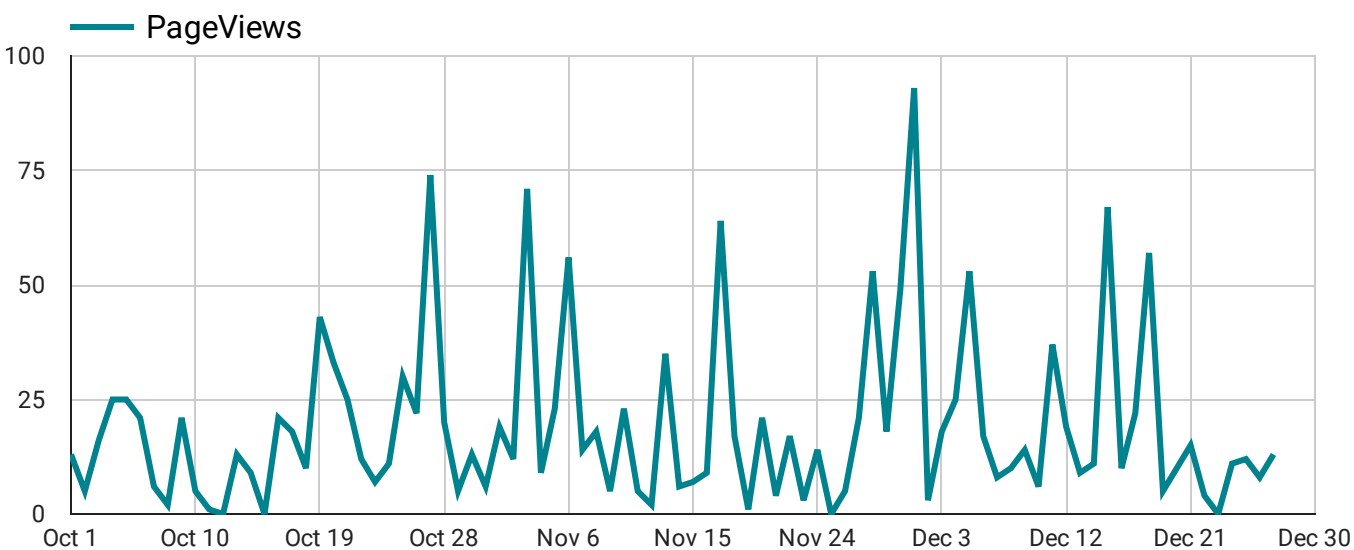
323

Time on Site

04:43

Engagement rate

64.72%



Pageviews

1,670

Pages Viewed Per Session

2.56

Pageviews Per User

4.54

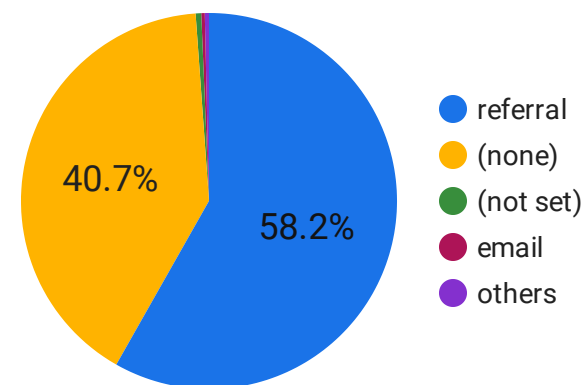
User City

City	Views
1. Tahoe Vista	
2. Kings Beach	
3. Truckee	
4. San Jose	
5. (not set)	
6. Tahoe City	
7. Incline Village	
8. Auburn	
9. Sacramento	
10. Los Angeles	

Pages Users Visited

Page
1. Catalog - North Tahoe Public Utility District
2. CivicRec
3. Payment
4. Waivers
5. Transaction Receipt
6. Prompts

User Referral Traffic



How did users get to our website?

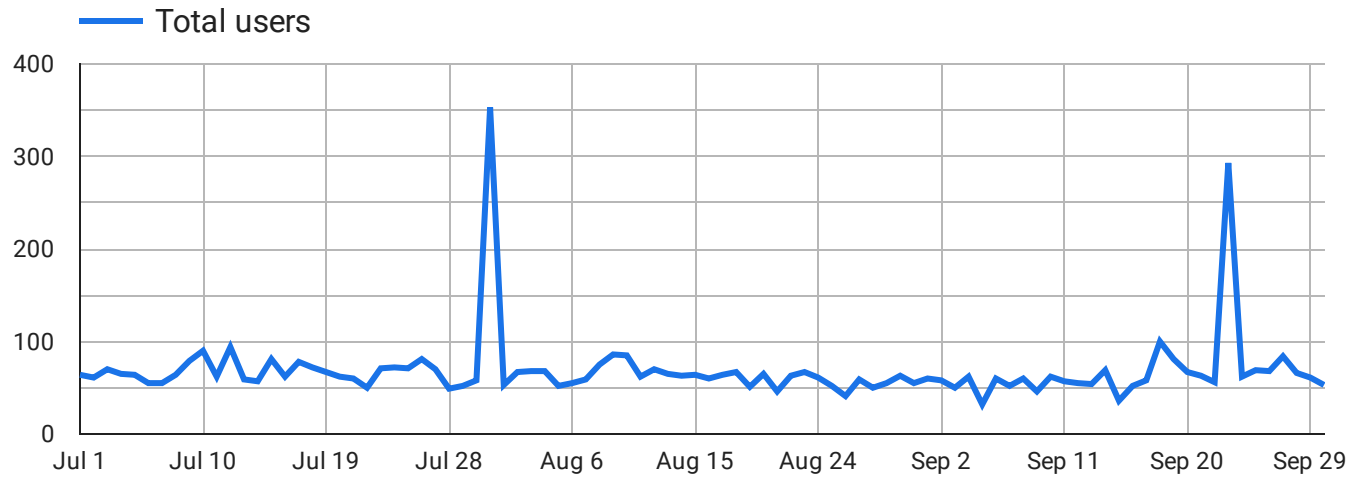
User Source	Views
1. ntpud.org	790
2. (direct)	679
3. app.constantcontact.com	71
4. indd.adobe.com	47
5. l.facebook.com	30
6. campaignlp.constantcontact.com	9
7. (not set)	8

Lead Generation = Are these user new customers or returning users?

New / returning	Total users
1. new	
2. returning	
3. (not set)	



Website Traffic (Audience) Metrics

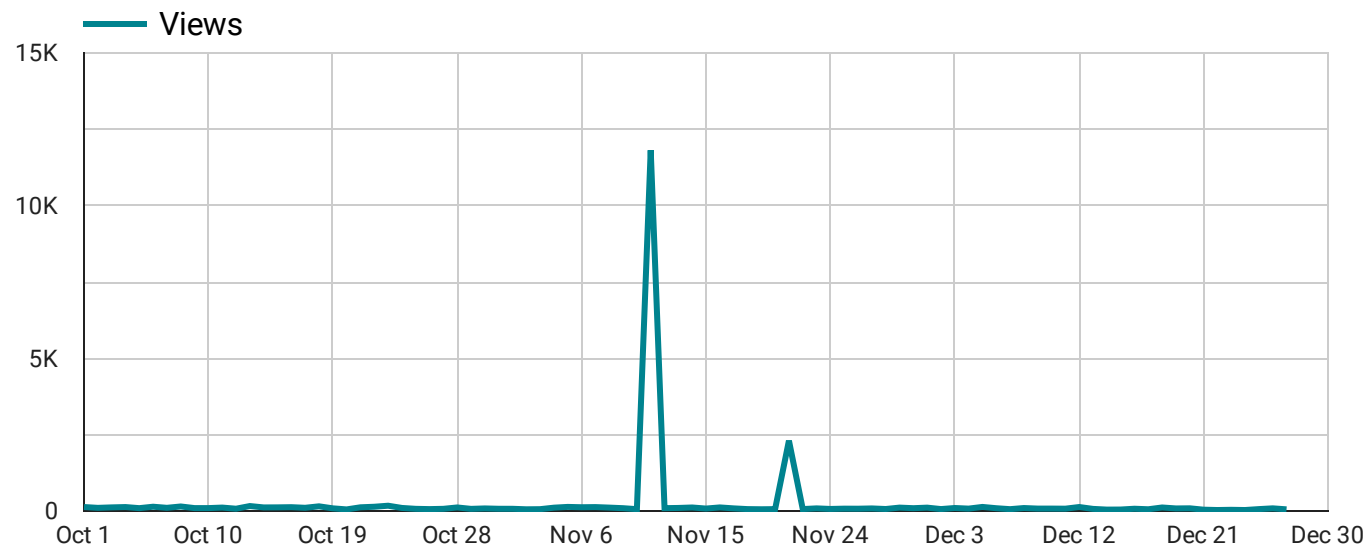


Total users
3,859

New users
3,837

Time on Site
02:52

Engagement rate
57.37%



Pageviews
21,922

Pages Viewed Per Session
4.32

Pageviews Per User
5.73

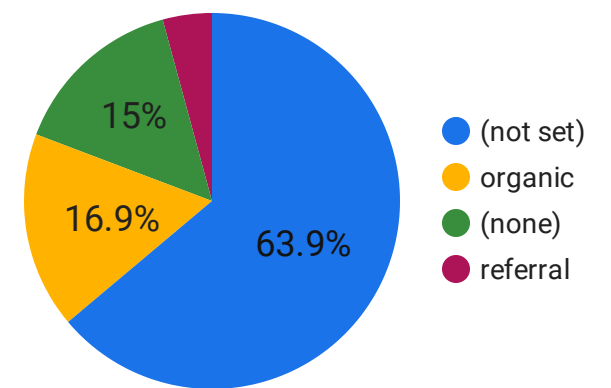
User City

City	Views
1. (not set)	
2. San Jose	
3. Reno	
4. Sacramento	
5. Los Angeles	
6. Yangon	
7. Dhaka	
8. San Francisco	
9. London	
10. Lagos	

First Page Users Visited

First Page Visited
1. (not set)
2. /how-to-plan-an-eco-friendly-wedding-in-lake-tahoe
3. /venue/live-webcam
4. /north-lake-tahoe-wedding-pictures
5. /4-moments-to-include-in-your-lake-tahoe-weddin...

User Referral Traffic



How did users get to our website?

User Source	Views
1. (not set)	14,002
2. google	3,390
3. (direct)	3,290
4. bing	195
5. nteventcenter.wpengine.com	191
6. herecomestheguide.com	172
7. roundaboutcatering.com	102

Lead Generation = Are these user new clients or returning website users?

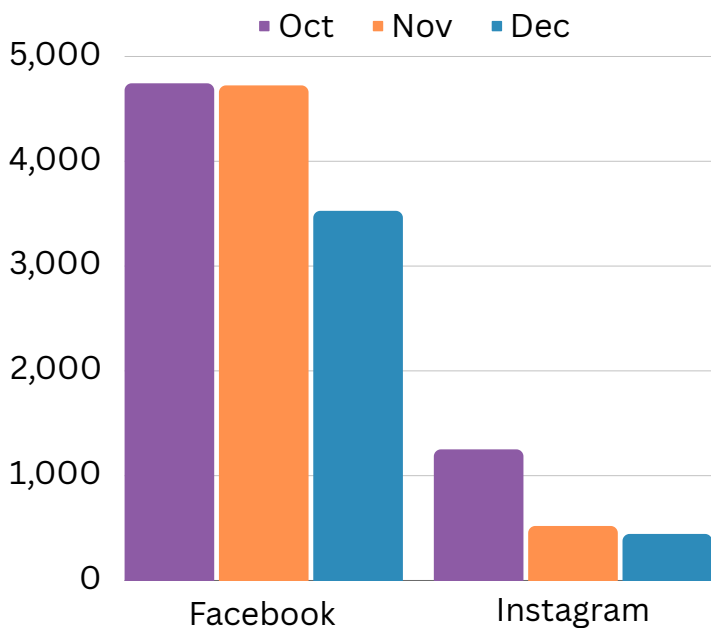
New / returning	Total users
1. new	
2. returning	
3.	
4. (not set)	

Social Media Profiles

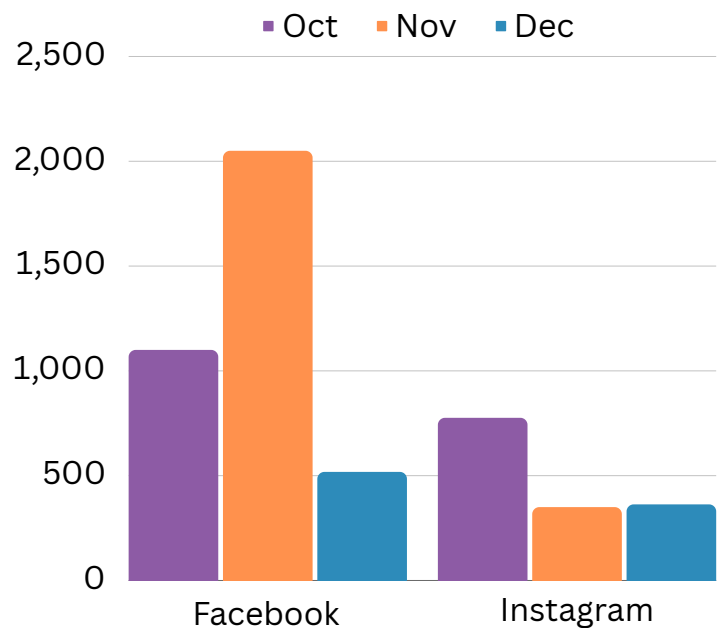
@NorthTahoeRecreation



Quarterly Content Overview



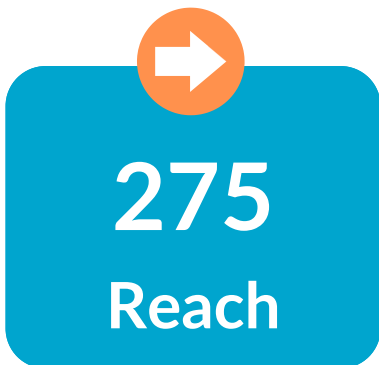
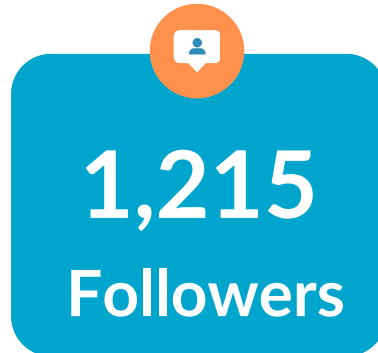
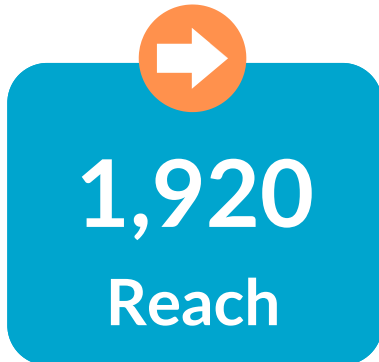
Overall Profile Reach
(including paid ads)



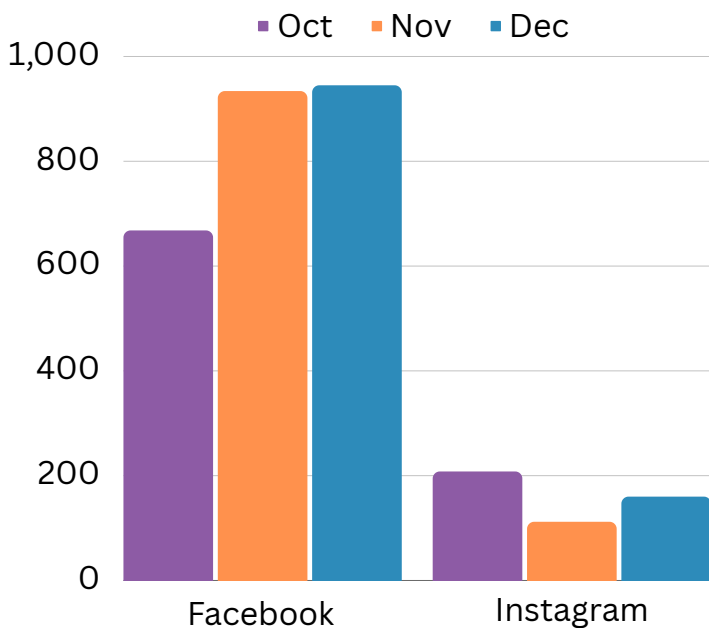
Highest Post Reach
(excluding paid ads)

Social Media Profiles

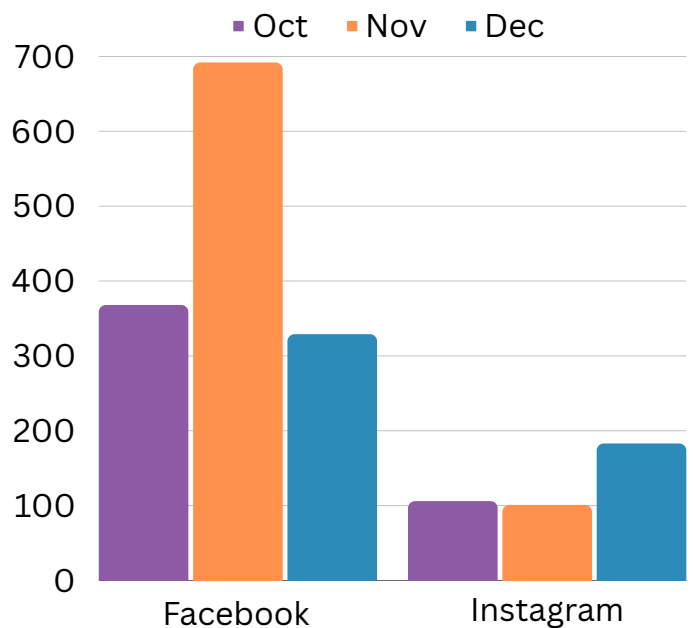
@NorthTahoePUD



Quarterly Content Overview



Overall Profile Reach
(including paid ads)



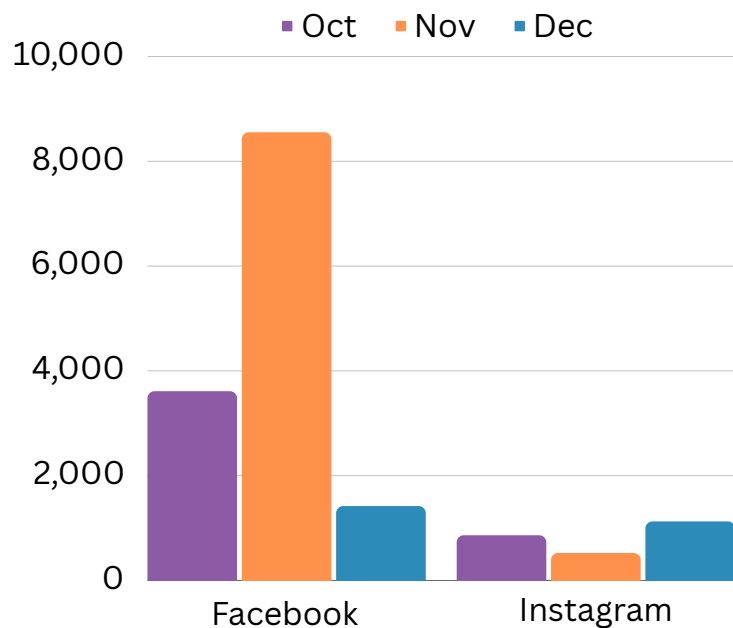
Highest Post Reach
(excluding paid ads)

Social Media Profiles

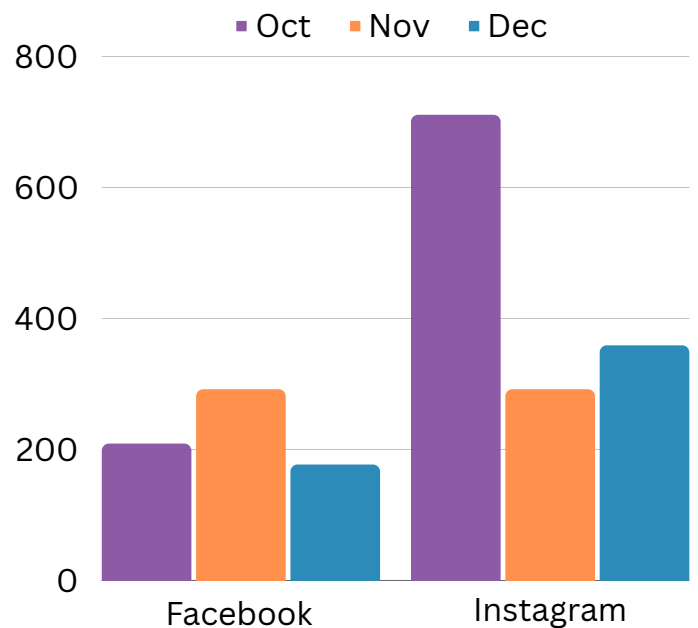
@NorthTahoeEvents



Quarterly Content Overview



Overall Profile Reach
(including paid ads)



Highest Post Reach
(excluding paid ads)



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: H-3a

FROM: Finance Department

SUBJECT: Monthly Financial Reports through November 30, 2023

DISCUSSION:

The following financial reports provide the revenue and expense status of the North Tahoe Public Utility District as of the month ending November 30, 2023. This report represents 5/12 or 42% of the fiscal year.

- **All Funds:** At the end of November, the District's Revenues exceeded Expenses by \$2,428,412. This represents Net Income of \$1,091,275 over Budget. Operating Revenues are below budget by (\$255,263). The District, as a whole, is (\$779,967) or (10.6%) under Budget for expenses at month end primarily due to Outside Services/Contractual below budget by (\$165,072) and Other Operating Expenses being under budget by (\$393,024). The timing of Employee Benefits and Depreciation also contribute to the current variance, for which we will begin to see a catchup starting in January. Non-Operating Revenues are higher than Budget by \$569,410 at month end primarily due to unbudgeted Grant Revenue earned from the Tahoe Water for Fire Suppression Grant. Capital projects and purchases in the amount of \$7,555,748 have been initiated year-to-date (YTD).
- **All Wastewater Funds:** This report includes the Wastewater Operations Fund, the Wastewater Reserve Fund, and the Wastewater System Replacement Fund. At the end of November, the Wastewater Revenues exceeded Expenses by \$254,394. Operating Revenues YTD are \$7,404 above Budget. Operating Expenses are (\$293,598) or (16.4%) under Budget at month end, largely due to Other Operating Expenses and Depreciation. Combined this results in a YTD performance of \$301,003 better than Budget.

The Wastewater Fund has expended \$1,016,487 and encumbered an additional \$225,467 for CIP through November 30, 2023. See Capital Outlay page.

- **All Water Funds:** This report includes the Water Operations Fund, the Water Reserve Fund, and the Water System Replacement Fund. At the end of November, the Water Revenues exceeded Expenses by \$1,394,020. Operating Revenues YTD are under budget by (\$146,363) partially due to lower than anticipated consumption in addition to lower utilization than anticipated. Operating Expenses YTD are under budget by (\$129,926) or (7.2%). Non-Operating Revenues are higher than Budget by \$445,568 at month end primarily due to unbudgeted Grant Revenue earned from the Tahoe Water for Fire Suppression Grant. Combined this results in a YTD performance of \$429,134 better than Budget.

The Water Fund has expended \$1,773,096 and encumbered an additional \$1,001,443 for CIP through November 30, 2023.

- **All Recreation & Parks:** This report includes the Regional Park, Recreation Programming, the TVRA Boat Ramp, the Event Center, and contractual maintenance services provided to Placer County and Kings Beach Elementary School. At the end of November, the Recreation & Parks Revenues exceeded Expenses by \$1,797,915. Recreation and Parks Operating Revenues are below Budget YTD by (\$114,403) or (13.4%), of which a portion is due to timing of Snow Storage agreement reached in December. Total Expenses YTD are (\$56,363) or (4.4%) under Budget. Non-Operating Revenue exceeded Budget by \$77,627 primarily due to the timing of Grant Revenue.

The Recreation and Parks have expended \$2,192,663 and encumbered an additional \$301,675 for CIP Parks Projects through November 30, 2023. See Capital Outlay page.

- **North Tahoe Event Center (NTEC):** NTEC has a Net Loss of (\$70,242) YTD compared to Budget Net Loss of \$(90,904). The Net Loss outcome is (\$20,662) lower than budget.
- **Fleet:** Operating Expenses YTD are \$62,727 under budget, due to Other Operating Expenses.

Fleet has expended \$259,181 for CIP but encumbered \$651,100 through November 30, 2023. See Capital Outlay page.

- **General & Administrative and Base:** Operating Expenses YTD are (\$237,351) or (11%) below Budget, due to Employee Benefits, Outside Services/Contractual and Other Operating Expenses.

Administration has expended \$79,950 for CIP and encumbered \$54,687 through November 30, 2023. See Capital Outlay page.

- **Capital Outlay:** The District has expended \$5,321,377 on Capital and encumbered an additional \$2,234,371 for a total of \$7,555,748 through the month of November 30, 2023.

ATTACHMENTS: Financial Reports for November 30, 2023

REVIEW TRACKING:

Submitted by:



Vanetta N. Van Cleave
Chief Financial Officer

Approved by:



Bradley A. Johnson, P.E.
General Manager/CEO



**Statement of Revenues and Expenses
For the Period Ended November 30, 2023**

Income Statement	Month-To-Date				Year-To-Date				FY 2023
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 772,472	\$ 797,198	\$ (24,726)	-3.1%	\$ 4,560,859	\$ 4,829,922	\$ (269,063)	-5.6%	\$ 4,459,164
Internal Revenue	16,983	23,207	(6,224)	-26.8%	80,286	66,486	13,800	20.8%	86,791
Total Operating Revenue	\$ 789,455	\$ 820,405	\$ (30,950)	-3.8%	\$ 4,641,145	\$ 4,896,408	\$ (255,263)	-5.2%	\$ 4,545,955
Salaries and Wages	\$ (465,939)	\$ (480,590)	\$ 14,651	3.0%	\$ (2,399,618)	\$ (2,424,507)	\$ 24,889	1.0%	\$ (2,175,607)
Employee Benefits	(210,150)	(243,396)	33,246	13.7%	(1,080,625)	(1,213,822)	133,197	11.0%	(955,119)
Outside Services/Contractual	(190,849)	(101,459)	(89,390)	-88.1%	(591,588)	(756,660)	165,072	21.8%	(482,816)
Utilities	(53,551)	(44,960)	(8,591)	-19.1%	(313,794)	(270,956)	(42,838)	-15.8%	(225,602)
Other Operating Expenses	(119,821)	(109,227)	(10,594)	-9.7%	(624,666)	(1,017,690)	393,024	38.6%	(760,175)
Insurance	(31,112)	(31,072)	(40)	-0.1%	(156,339)	(155,362)	(977)	-0.6%	(115,586)
Internal Expense	(16,983)	(23,207)	6,224	26.8%	(80,286)	(66,486)	(13,800)	-20.8%	(84,763)
Debt Service	(3,239)	(3,462)	223	6.4%	(16,195)	(17,962)	1,767	9.8%	(22,701)
Depreciation	(265,727)	(286,663)	20,936	7.3%	(1,313,682)	(1,433,315)	119,633	8.3%	(1,304,161)
Total Operating Expense	\$ (1,357,371)	\$ (1,324,036)	\$ (33,335)	-2.5%	\$ (6,576,793)	\$ (7,356,760)	\$ 779,967	10.6%	\$ (6,126,530)
Operating Income(Loss)	\$ (567,916)	\$ (503,631)	\$ (64,285)	-12.8%	\$ (1,935,648)	\$ (2,460,352)	\$ 524,704	21.3%	\$ (1,580,575)
Non-Operations									
Property Tax Revenue	\$ 525,000	\$ 525,000	\$ -	0.0%	\$ 2,625,000	\$ 2,625,000	\$ -	0.0%	\$ 2,443,750
Community Facilities District (CFD 94-1)	56,964	58,575	(1,611)	-2.8%	284,820	292,875	(8,055)	-2.8%	279,114
Grant Revenue	-	-	-	0.0%	1,396,636	869,198	527,438	60.7%	618,763
Interest	4,566	3,750	816	21.8%	62,413	18,750	43,663	232.9%	34,164
Other Non-Op Revenue	12,049	6,667	5,382	80.7%	39,697	33,333	6,364	19.1%	37,480
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(8,894)	(8,333)	(561)	-6.7%	(44,506)	(41,667)	(2,839)	-6.8%	(47,625)
Income(Loss)	\$ 21,769	\$ 82,028	\$ (60,259)	-73.5%	\$ 2,428,412	\$ 1,337,137	\$ 1,091,275	81.6%	\$ 1,785,071
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 21,769	\$ 82,028	\$ (60,259)	-73.5%	\$ 2,428,412	\$ 1,337,137	\$ 1,091,275	81.6%	\$ 1,785,071
Operating Income	\$ (567,916)	\$ (503,631)	\$ (64,285)	-12.8%	\$ (1,935,648)	\$ (2,460,352)	\$ 524,704	21.3%	\$ (1,580,575)
Net Income(Loss)	\$ 21,769	\$ 82,028	\$ (60,259)	-73.5%	\$ 2,428,412	\$ 1,337,137	\$ 1,091,275	81.6%	\$ 1,785,071
Earnings Before Interest, Depreciation & Amortization	\$ 290,735	\$ 372,153	\$ (81,418)	-21.9%	\$ 3,758,289	\$ 2,788,414	\$ 969,875	34.8%	\$ 3,111,933
Operating Ratio	172%	161%	11%	6.5%	142%	150%	-9%	-5.7%	135%
Operating Ratio - plus Tax & CFD	99%	94%	5%	5.0%	87%	94%	-7%	-7.5%	84%
Debt Service Coverage Ratio	6.72	23.69	-1697%	4067%	149.95	74.44	7551%	-106%	78.63



Actual Results For the Month Ended November 30, 2023

Income Statement	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative	Total
Operations						
Operating Revenue	\$ 368,867	\$ 347,545	\$ 52,889	\$ -	\$ 3,172	\$ 772,472
Internal Revenue	3,680	4,719	8,584	-	-	16,983
Total Operating Revenue	\$ 372,546	\$ 352,263	\$ 61,474	\$ -	\$ 3,172	\$ 789,455
Salaries and Wages	\$ (88,444)	\$ (88,925)	\$ (82,353)	\$ (12,153)	\$ (194,064)	\$ (465,939)
Employee Benefits	(46,494)	(45,573)	(41,251)	(6,546)	(70,285)	(210,150)
Outside Services/Contractual	(52,479)	(38,687)	(29,757)	(578)	(69,348)	(190,849)
Utilities	(13,660)	(20,315)	(9,512)	(1,492)	(8,572)	(53,551)
Other Operating Expenses	(11,924)	(31,661)	(18,711)	(13,544)	(43,980)	(119,821)
Internal Expense	(975)	(1,391)	(5,092)	(137)	(9,387)	(16,983)
Debt Service	-	(3,239)	-	-	-	(3,239)
Insurance	(6,217)	(6,217)	(6,217)	(5,436)	(7,025)	(31,112)
Depreciation	(98,802)	(95,471)	(55,975)	(12,902)	(2,577)	(265,727)
Total Operating Expense	(318,996)	(331,479)	(248,868)	(52,788)	(405,238)	(1,357,370)
Operating Contribution	\$ 53,550	\$ 20,785	\$ (187,395)	\$ (52,788)	\$ (402,067)	\$ (567,915)
Allocation of Fleet	\$ (25,828)	\$ (24,290)	\$ (9,154)	\$ 59,273	\$ -	\$ -
Operating Income(Loss)	\$ 27,722	\$ (3,505)	\$ (196,549)	\$ 6,485	\$ (402,067)	\$ (567,915)
Non-Operations						
Property Tax Revenue	\$ -	\$ 141,667	\$ 220,833	\$ 35,417	\$ 127,083	\$ 525,000
Community Facilities District (CFD 94-1)	-	-	56,964	-	-	56,964
Grant Revenue	-	-	-	-	-	-
Interest	-	-	-	-	4,566	4,566
Other Non-Op Revenue	-	6,499	5,550	-	-	12,049
Capital Contribution	-	-	-	-	-	-
Other Non-Op Expenses	1	3	(566)	1	(8,333)	(8,894)
Income(Loss)	\$ 27,723	\$ 144,663	\$ 86,232	\$ 41,902	\$ (278,751)	\$ 21,770
Additional Funding Sources						
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-
Balance	\$ 27,723	\$ 144,663	\$ 86,232	\$ 41,902	\$ (278,751)	\$ 21,770
Earnings Before Interest, Depreciation & Amortization	\$ 126,524	\$ 243,373	\$ 142,208	\$ 54,804	\$ (276,174)	\$ 290,736
Operating Ratio	86%	94%	405%		12776%	Median
Operating Ratio - plus Tax & CFD	86%	67%	73%	149%	311%	54%



YTD For the Period Ended November 30, 2023

Income Statement	Wastewater	Water	Recreation & Parks	Fleet & Equipment	General & Administrative	Total
Operations						
Operating Revenue	\$ 1,864,127	\$ 1,978,445	\$ 703,355	\$ -	\$ 14,932	\$ 4,560,859
Internal Revenue	18,398	28,771	33,117	-	-	80,286
Total Operating Revenue	\$ 1,882,524	\$ 2,007,216	\$ 736,473	\$ -	\$ 14,932	\$ 4,641,144
Salaries and Wages	\$ (470,001)	\$ (449,831)	\$ (445,522)	\$ (57,660)	\$ (976,604)	\$ (2,399,618)
Employee Benefits	(242,474)	(228,945)	(218,620)	(31,562)	(359,025)	(1,080,625)
Outside Services/Contractual	(97,477)	(102,917)	(102,355)	(2,634)	(286,205)	(591,588)
Utilities	(78,670)	(142,951)	(43,652)	(4,209)	(44,313)	(313,794)
Other Operating Expenses	(80,712)	(223,198)	(84,294)	(65,098)	(171,363)	(624,666)
Internal Expense	(4,877)	(6,882)	(30,623)	(702)	(37,202)	(80,286)
Debt Service	-	(16,195)	-	-	-	(16,195)
Insurance	(31,085)	(31,085)	(31,415)	(27,629)	(35,125)	(156,339)
Depreciation	(493,694)	(476,979)	(277,327)	(53,493)	(12,189)	(1,313,682)
Total Operating Expense	(1,498,990)	(1,678,983)	(1,233,807)	(242,986)	(1,922,027)	(6,576,794)
Operating Contribution	\$ 383,534	\$ 328,233	\$ (497,335)	\$ (242,986)	\$ (1,907,095)	\$ (1,935,649)
Allocation of Fleet	\$ (129,142)	\$ (121,450)	\$ (45,772)	\$ 296,364	\$ -	\$ -
Operating Income(Loss)	\$ 254,392	\$ 206,783	\$ (543,107)	\$ 53,377	\$ (1,907,095)	\$ (1,935,649)
Non-Operations						
Property Tax Revenue	\$ -	\$ 708,333	\$ 1,104,167	\$ 177,083	\$ 635,417	\$ 2,625,000
Community Facilities District (CFD 94-1)	-	-	284,820	-	-	284,820
Grant Revenue	-	447,307	949,330	-	-	1,396,636
Interest	-	-	-	-	62,413	62,413
Other Non-Op Revenue	-	31,594	5,550	-	2,553	39,697
Capital Contribution	-	-	-	-	-	-
Other Non-Op Expenses	1	3	(2,844)	1	(41,667)	(44,506)
Income(Loss)	\$ 254,393	\$ 1,394,020	\$ 1,797,915	\$ 230,462	\$ (1,248,379)	\$ 2,428,411
Additional Funding Sources						
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Transfers	-	-	-	-	-	-
Balance	\$ 254,393	\$ 1,394,020	\$ 1,797,915	\$ 230,462	\$ (1,248,379)	\$ 2,428,411
Earnings Before Interest, Depreciation & Amortization	\$ 748,087	\$ 1,887,194	\$ 2,075,242	\$ 283,955	\$ (1,236,190)	\$ 3,758,288
Operating Ratio	80%	84%	168%			Median
Operating Ratio - plus Tax & CFD	80%	62%	58%			54%



Wastewater Operations
Statement of Revenues and Expenses
For the Period Ended November 30, 2023

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 368,867	\$ 371,345	\$ (2,478)	-0.7%	\$ 1,864,127	\$ 1,856,725	\$ 7,402	0.4%	\$ 1,742,133
Internal Revenue	3,680	3,679	1	0.0%	18,398	18,396	2	0.0%	17,021
Total Operating Revenue	\$ 372,547	\$ 375,024	\$ (2,477)	-0.7%	\$ 1,882,525	\$ 1,875,121	\$ 7,404	0.4%	\$ 1,759,154
Salaries and Wages	\$ (88,444)	\$ (103,192)	\$ 14,748	14.3%	\$ (470,001)	\$ (509,166)	\$ 39,165	7.7%	\$ (454,167)
Employee Benefits	(46,494)	(52,413)	5,919	11.3%	(242,474)	(258,277)	15,803	6.1%	(224,354)
Outside Services/Contractual	(52,479)	(17,382)	(35,097)	-201.9%	(97,477)	(141,257)	43,780	31.0%	(63,791)
Utilities	(13,660)	(10,669)	(2,991)	-28.0%	(78,670)	(55,773)	(22,897)	-41.1%	(53,956)
Other Operating Expenses	(11,924)	(18,800)	6,876	36.6%	(80,712)	(223,262)	142,550	63.8%	(204,758)
Insurance	(6,217)	(6,341)	124	2.0%	(31,085)	(31,704)	619	2.0%	(21,480)
Internal Expense	(975)	(976)	1	0.1%	(4,877)	(5,879)	1,002	17.0%	(12,534)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(98,802)	(113,454)	14,652	12.9%	(493,694)	(567,270)	73,576	13.0%	(515,313)
Total Operating Expense	\$ (318,995)	\$ (323,227)	\$ 4,232	1.3%	\$ (1,498,990)	\$ (1,792,588)	\$ 293,598	16.4%	\$ (1,550,353)
Operating Contribution	\$ 53,552	\$ 51,797	\$ 1,755	3.4%	\$ 383,535	\$ 82,533	\$ 301,002	364.7%	\$ 208,801
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(25,828)	(25,828)	-	0.0%	(129,142)	(129,142)	-	0.0%	(127,395)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ 27,724	\$ 25,969	\$ 1,755	6.8%	\$ 254,393	\$ (46,609)	\$ 301,002	645.8%	\$ 81,406
Non-Operations									
Property Tax Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ 229,167
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	1	-	1	100.0%	1	-	1	100.0%	(4,000)
Income(Loss)	\$ 27,725	\$ 25,969	\$ 1,756	6.8%	\$ 254,394	\$ (46,609)	\$ 301,003	645.8%	\$ 306,573
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 27,725	\$ 25,969	\$ 1,756	6.8%	\$ 254,394	\$ (46,609)	\$ 301,003	645.8%	\$ 306,573
Earnings Before Interest, Depreciation & Amortization	\$ 126,527	\$ 139,423	\$ (12,896)	-9.2%	\$ 748,088	\$ 520,661	\$ 227,427	43.7%	\$ 821,886
Operating Ratio	86%	86%	-1%	-0.7%	80%	96%	-16%	-16.7%	88%
Operating Ratio - plus Tax & CFD	86%	86%	-1%	-0.7%	80%	96%	-16%	-16.7%	78%



**Statement of Revenues and Expenses
For the Period Ended November 30, 2023**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 347,545	\$ 399,271	\$ (51,726)	-13.0%	\$ 1,978,445	\$ 2,132,354	\$ (153,909)	-7.2%	\$ 1,959,950
Internal Revenue	4,719	4,245	474	11.2%	28,771	21,225	7,546	35.6%	30,128
Total Operating Revenue	\$ 352,264	\$ 403,516	\$ (51,252)	-12.7%	\$ 2,007,216	\$ 2,153,579	\$ (146,363)	-6.8%	\$ 1,990,078
Salaries and Wages	\$ (88,925)	\$ (98,459)	\$ 9,534	9.7%	\$ (449,831)	\$ (485,849)	\$ 36,018	7.4%	\$ (428,033)
Employee Benefits	(45,573)	(48,448)	2,875	5.9%	(228,945)	(238,743)	9,798	4.1%	(209,617)
Outside Services/Contractual	(38,687)	(12,670)	(26,017)	-205.3%	(102,917)	(141,820)	38,903	27.4%	(53,741)
Utilities	(20,315)	(17,693)	(2,622)	-14.8%	(142,951)	(126,685)	(16,266)	-12.8%	(103,990)
Other Operating Expenses	(31,661)	(21,670)	(9,991)	-46.1%	(223,198)	(260,152)	36,954	14.2%	(200,816)
Insurance	(6,217)	(6,341)	124	2.0%	(31,085)	(31,704)	619	2.0%	(21,480)
Internal Expense	(1,391)	(1,122)	(269)	-24.0%	(6,882)	(6,609)	(273)	-4.1%	(11,960)
Debt Service	(3,239)	(3,462)	223	6.4%	(16,195)	(17,962)	1,767	9.8%	(22,701)
Depreciation	(95,471)	(99,877)	4,406	4.4%	(476,979)	(499,385)	22,406	4.5%	(467,452)
Total Operating Expense	\$ (331,479)	\$ (309,742)	\$ (21,737)	-7.0%	\$ (1,678,983)	\$ (1,808,909)	\$ 129,926	7.2%	\$ (1,519,790)
Operating Contribution	\$ 20,785	\$ 93,774	\$ (72,989)	-77.8%	\$ 328,233	\$ 344,670	\$ (16,437)	-4.8%	\$ 470,288
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(24,290)	(24,290)	-	0.0%	(121,450)	(121,450)	-	0.0%	(119,752)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (3,505)	\$ 69,484	\$ (72,989)	-105.0%	\$ 206,783	\$ 223,220	\$ (16,437)	-7.4%	\$ 350,536
Non-Operations									
Property Tax Revenue	\$ 141,667	\$ 141,667	\$ -	0.0%	\$ 708,333	\$ 708,333	\$ -	0.0%	\$ 1,729,167
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	447,307	-	447,307	100.0%	605,275
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	6,499	6,667	(168)	-2.5%	31,594	33,333	(1,739)	-5.2%	35,138
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	3	-	3	100.0%	3	-	3	100.0%	-
Income(Loss)	\$ 144,664	\$ 217,818	\$ (73,154)	-33.6%	\$ 1,394,020	\$ 964,886	\$ 429,134	44.5%	\$ 2,720,116
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 144,664	\$ 217,818	\$ (73,154)	-33.6%	\$ 1,394,020	\$ 964,886	\$ 429,134	44.5%	\$ 2,720,116
Earnings Before Interest, Depreciation & Amortization	\$ 243,374	\$ 321,157	\$ (77,783)	-24.2%	\$ 1,887,194	\$ 1,482,233	\$ 404,961	27.3%	\$ 3,210,269
Operating Ratio	94%	77%	17%	22.6%	84%	84%	0%	-0.4%	76%
Operating Ratio - plus Tax & CFD	67%	57%	10%	18.1%	62%	63%	-1%	-2.2%	41%



**Recreation & Parks Operations
Statement of Revenues and Expenses
For the Period Ended November 30, 2023**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 52,889	\$ 23,215	\$ 29,674	127.8%	\$ 703,355	\$ 824,010	\$ (120,655)	-14.6%	\$ 725,942
Internal Revenue	8,584	15,283	(6,699)	-43.8%	33,117	26,865	6,252	23.3%	37,614
Total Operating Revenue	\$ 61,473	\$ 38,498	\$ 22,975	59.7%	\$ 736,472	\$ 850,875	\$ (114,403)	-13.4%	\$ 763,556
Salaries and Wages	\$ (82,353)	\$ (82,359)	\$ 6	0.0%	\$ (445,522)	\$ (463,160)	\$ 17,638	3.8%	\$ (329,692)
Employee Benefits	(41,251)	(46,075)	4,824	10.5%	(218,620)	(231,383)	12,763	5.5%	(160,636)
Outside Services/Contractual	(29,757)	(24,763)	(4,994)	-20.2%	(102,355)	(93,317)	(9,038)	-9.7%	(83,132)
Utilities	(9,512)	(4,988)	(4,524)	-90.7%	(43,652)	(37,302)	(6,350)	-17.0%	(29,008)
Other Operating Expenses	(18,711)	(20,975)	2,264	10.8%	(84,294)	(129,048)	44,754	34.7%	(107,914)
Insurance	(6,217)	(6,341)	124	2.0%	(31,415)	(31,704)	289	0.9%	(21,645)
Internal Expense	(5,092)	(4,608)	(484)	-10.5%	(30,623)	(23,042)	(7,581)	-32.9%	(31,316)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(55,975)	(56,243)	268	0.5%	(277,327)	(281,215)	3,888	1.4%	(246,169)
Total Operating Expense	\$ (248,868)	\$ (246,352)	\$ (2,516)	-1.0%	\$ (1,233,808)	\$ (1,290,171)	\$ 56,363	4.4%	\$ (1,009,512)
Operating Contribution	\$ (187,395)	\$ (207,854)	\$ 20,459	9.8%	\$ (497,336)	\$ (439,296)	\$ (58,040)	-13.2%	\$ (245,956)
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	(9,154)	(9,154)	-	0.0%	(45,772)	(45,772)	-	0.0%	(45,073)
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (196,549)	\$ (217,008)	\$ 20,459	9.4%	\$ (543,108)	\$ (485,068)	\$ (58,040)	-12.0%	\$ (291,029)
Non-Operations									
Property Tax Revenue	\$ 220,833	\$ 220,833	\$ -	0.0%	\$ 1,104,167	\$ 1,104,167	\$ -	0.0%	\$ 645,833
Community Facilities District (CFD 94-1)	56,964	58,575	(1,611)	-2.8%	284,820	292,875	(8,055)	-2.8%	279,114
Grant Revenue	-	-	-	0.0%	949,330	869,198	80,132	9.2%	13,489
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	5,550	-	5,550	100.0%	5,550	-	5,550	100.0%	-
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(566)	-	(566)	-100.0%	(2,844)	-	(2,844)	-100.0%	(2,791)
Income(Loss)	\$ 86,232	\$ 62,400	\$ 23,832	38.2%	\$ 1,797,915	\$ 1,781,172	\$ 16,743	0.9%	\$ 644,616
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 86,232	\$ 62,400	\$ 23,832	38.2%	\$ 1,797,915	\$ 1,781,172	\$ 16,743	0.9%	\$ 644,616
Earnings Before Interest, Depreciation & Amortization	\$ 142,207	\$ 118,643	\$ 23,564	19.9%	\$ 2,075,242	\$ 2,062,387	\$ 12,855	0.6%	\$ 890,785
Operating Ratio	405%	640%	-235%	-36.7%	168%	152%	16%	10.5%	132%
Operating Ratio - plus Tax & CFD	73%	77%	-4%	-5.3%	58%	57%	1%	1.1%	60%



Division
Department

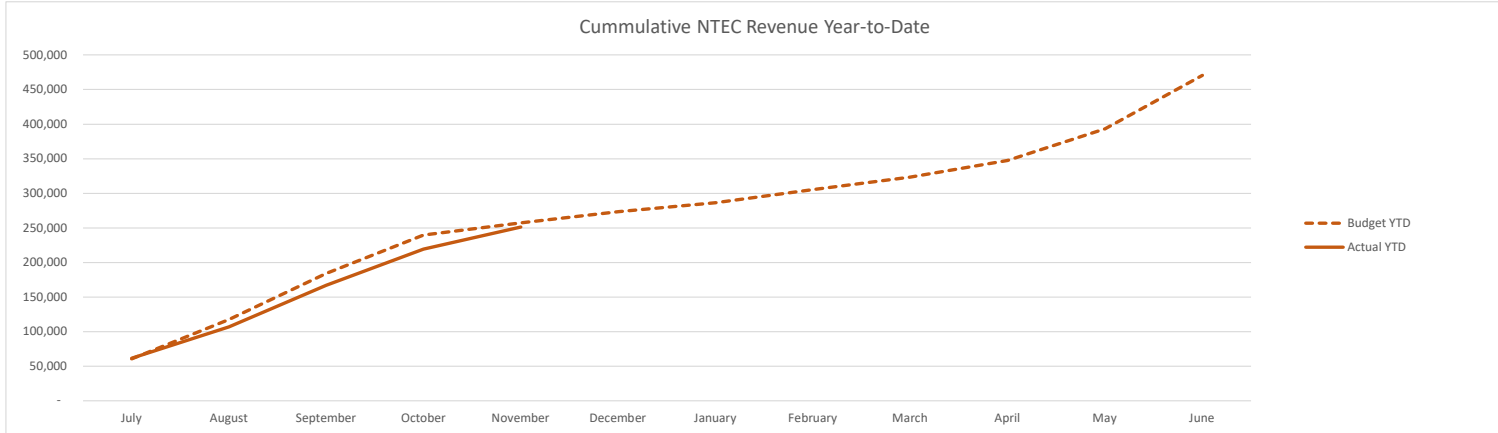
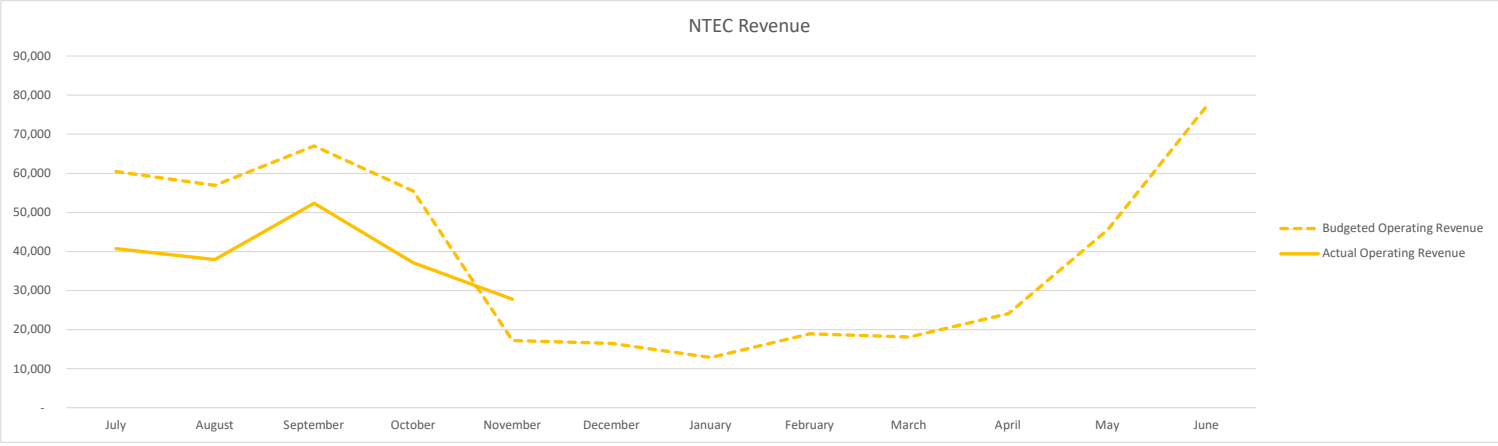
51-5100
Recreation & Parks
Event Center Operations

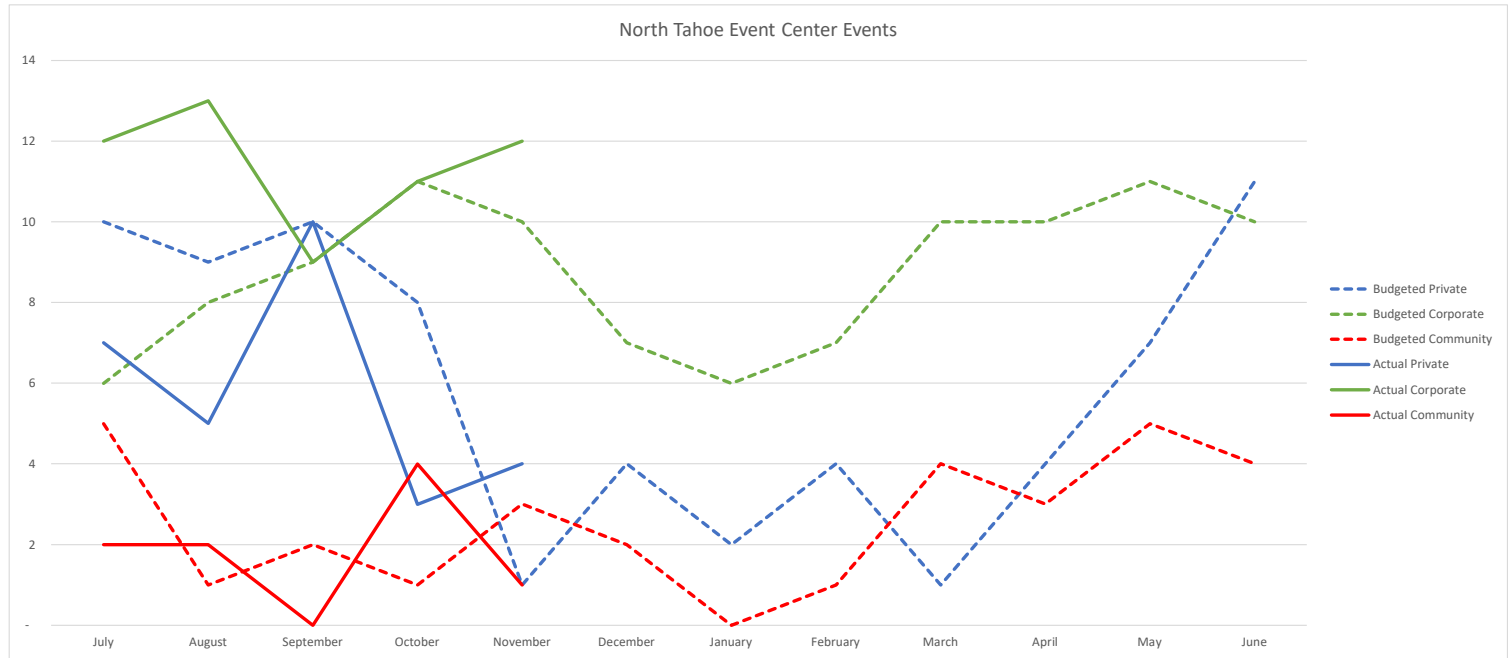
Statement of Revenues and Expenses
For the Period Ended November 30, 2023

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 23,337	\$ 1,977	\$ 21,360	1080.4%	\$ 218,078	\$ 230,220	\$ (12,142)	-5.3%	\$ 269,912
Internal Revenue	8,584	15,283	(6,699)	-43.8%	33,117	26,865	6,252	23.3%	25,114
Total Operating Revenue	\$ 31,921	\$ 17,260	\$ 14,661	84.9%	\$ 251,195	\$ 257,085	\$ (5,890)	-2.3%	\$ 295,026
Salaries and Wages	\$ (32,190)	\$ (32,183)	\$ (7)	0.0%	\$ (166,459)	\$ (166,867)	\$ 408	0.2%	\$ (122,386)
Employee Benefits	(15,769)	(15,546)	(223)	-1.4%	(78,970)	(77,227)	(1,743)	-2.3%	(57,710)
Outside Services/Contractual	(5,256)	(5,192)	(64)	-1.2%	(7,246)	(11,056)	3,810	34.5%	(6,714)
Utilities	(2,855)	(2,780)	(75)	-2.7%	(22,513)	(16,814)	(5,699)	-33.9%	(17,131)
Other Operating Expenses	(10,649)	(18,225)	7,576	41.6%	(43,009)	(67,411)	24,402	36.2%	(61,639)
Insurance	-	-	-	0.0%	-	-	-	0.0%	-
Internal Expense	(1,731)	(1,723)	(8)	-0.5%	(8,790)	(8,614)	(176)	-2.0%	(8,187)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Expense	\$ (68,450)	\$ (75,649)	\$ 7,199	9.5%	\$ (326,987)	\$ (347,989)	\$ 21,002	6.0%	\$ (273,767)
Operating Contribution	\$ (36,529)	\$ (58,389)	\$ 21,860	37.4%	\$ (75,792)	\$ (90,904)	\$ 15,112	16.6%	\$ 21,259
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	-	-	-	0.0%	-	-	-	0.0%	-
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (36,529)	\$ (58,389)	\$ 21,860	37.4%	\$ (75,792)	\$ (90,904)	\$ 15,112	16.6%	\$ 21,259
Non-Operations									
Property Tax Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	5,550	-	5,550	100.0%	5,550	-	5,550	100.0%	-
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	-	-	-	0.0%	-	-	-	0.0%	-
Income(Loss)	\$ (30,979)	\$ (58,389)	\$ 27,410	46.9%	\$ (70,242)	\$ (90,904)	\$ 20,662	22.7%	\$ 21,259
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ (30,979)	\$ (58,389)	\$ 27,410	46.9%	\$ (70,242)	\$ (90,904)	\$ 20,662	22.7%	\$ 21,259

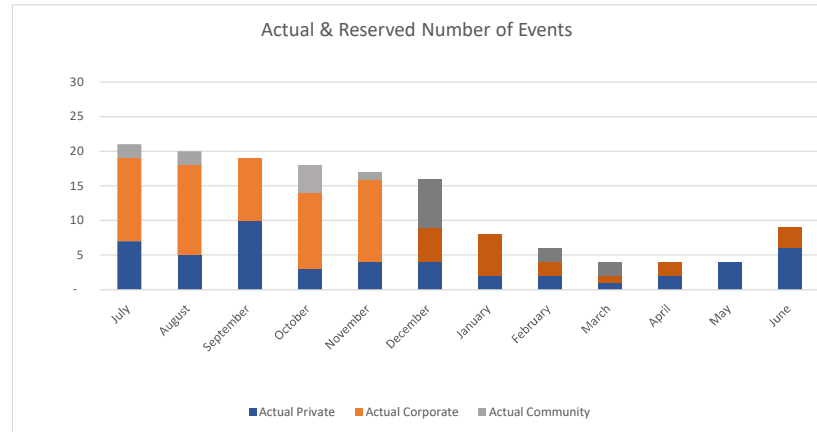
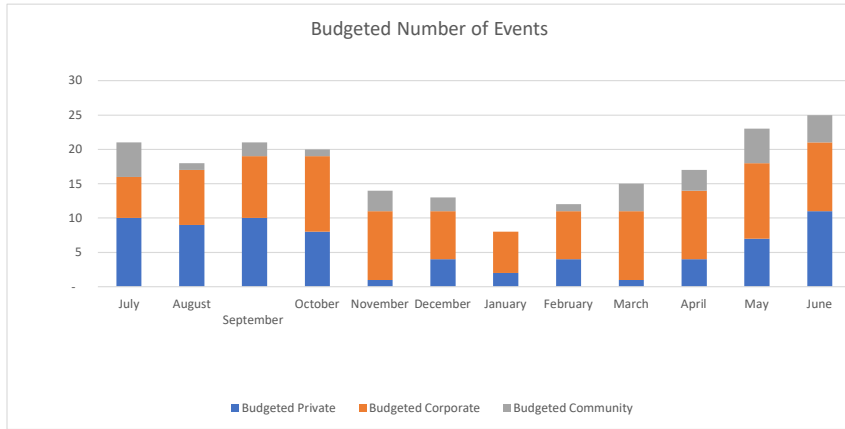
North Tahoe Event Center
FY 2023-24

	July	August	September	October	November	December	January	February	March	April	May	June	Total
Revenue													
Private	45,600	39,300	45,600	35,900	2,100	8,400	4,200	8,400	2,100	8,400	19,300	49,000	268,300
Corporate	3,620	8,452	9,557	10,171	10,154	4,598	7,912	7,998	10,154	10,654	12,839	12,264	108,373
Community	3,150	1,106	2,213	1,106	2,656	1,771	-	885	3,542	2,656	4,427	4,426	27,938
Budgeted Total Room Rent	52,370	48,858	57,370	47,177	14,910	14,769	12,112	17,283	15,796	21,710	36,566	65,690	404,611
Program Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-
Ancillary Revenue	8,100	8,100	9,600	8,250	2,350	1,750	750	1,680	2,300	2,380	9,000	11,500	65,760
Budgeted Operating Revenue	60,470	56,958	66,970	55,427	17,260	16,519	12,862	18,963	18,096	24,090	45,566	77,190	470,371
Private	33,455	22,221	45,678	16,300	13,015	-	-	-	-	-	-	-	130,669
Corporate	7,277	11,932	6,639	12,685	4,668	-	-	-	-	-	-	-	43,200
Community	-	3,825	-	8,135	10,100	-	-	-	-	-	-	-	22,060
Actual Total Room Rent	40,732	37,978	52,317	37,120	27,783	-	-	-	-	-	-	-	195,929
Program Revenue	-	196	-	-	-	-	-	-	-	-	-	-	196
Ancillary Revenue	20,554	7,374	7,893	15,111	4,259	-	-	-	-	-	-	-	55,191
Actual Operating Revenue	61,286	45,548	60,209	52,231	32,041	-	-	-	-	-	-	-	251,315
Variance to Budget	816	(11,410)	(6,761)	(3,196)	14,781	(16,519)	(12,862)	(18,963)	(18,096)	(24,090)	(45,566)	(77,190)	(219,056)
# Events													
Budgeted Private	10	9	10	8	1	4	2	4	1	4	7	11	71
Budgeted Corporate	6	8	9	11	10	7	6	7	10	10	11	10	105
Budgeted Community	5	1	2	1	3	2	-	1	4	3	5	4	31
	21	18	21	20	14	13	8	12	15	17	23	25	207
Actual Private	7	5	10	3	4	-	-	-	-	-	-	-	29
Actual Corporate	12	13	9	11	12	-	-	-	-	-	-	-	57
Actual Community	2	2	-	4	1	-	-	-	-	-	-	-	9
	21	20	19	18	17	-	-	-	-	-	-	-	95





* Program & Recreation events reporting to be forthcoming





**Fleet & Equipment Support
Statement of Revenues and Expenses
For the Period Ended November 30, 2023**

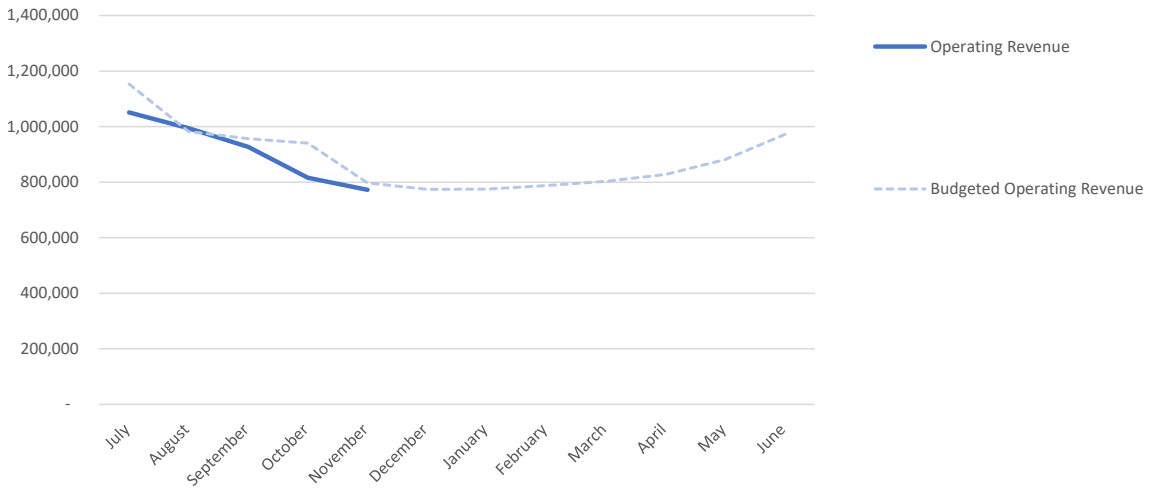
Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Internal Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Salaries and Wages	\$ (12,153)	\$ (9,338)	\$ (2,815)	-30.1%	\$ (57,660)	\$ (46,006)	\$ (11,654)	-25.3%	\$ (64,878)
Employee Benefits	(6,546)	(5,254)	(1,292)	-24.6%	(31,562)	(25,882)	(5,680)	-21.9%	(33,775)
Outside Services/Contractual	(578)	(310)	(268)	-86.5%	(2,634)	(7,910)	5,276	66.7%	(1,880)
Utilities	(1,492)	(409)	(1,083)	-264.8%	(4,209)	(1,930)	(2,279)	-118.1%	(1,658)
Other Operating Expenses	(13,544)	(11,900)	(1,644)	-13.8%	(65,098)	(127,050)	61,952	48.8%	(72,759)
Insurance	(5,436)	(4,942)	(494)	-10.0%	(27,629)	(24,711)	(2,918)	-11.8%	(25,456)
Internal Expense	(137)	(137)	-	0.0%	(702)	(685)	(17)	-2.5%	(675)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(12,902)	(14,308)	1,406	9.8%	(53,493)	(71,540)	18,047	25.2%	(66,440)
Total Operating Expense	\$ (52,788)	\$ (46,598)	\$ (6,190)	-13.3%	\$ (242,987)	\$ (305,714)	\$ 62,727	20.5%	\$ (267,521)
Operating Contribution	\$ (52,788)	\$ (46,598)	\$ (6,190)	-13.3%	\$ (242,987)	\$ (305,714)	\$ 62,727	20.5%	\$ (267,521)
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	59,273	59,273	-	0.0%	296,364	296,364	-	0.0%	292,221
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ 6,485	\$ 12,675	\$ (6,190)	-48.8%	\$ 53,377	\$ (9,350)	\$ 62,727	670.9%	\$ 24,700
Non-Operations									
Property Tax Revenue	\$ 35,417	\$ 35,417	\$ -	0.0%	\$ 177,083	\$ 177,083	\$ -	0.0%	\$ -
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Interest	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	1	-	1	100.0%	1	-	1	100.0%	-
Income(Loss)	\$ 41,903	\$ 48,092	\$ (6,189)	-12.9%	\$ 230,461	\$ 167,733	\$ 62,728	37.4%	\$ 24,700
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ 41,903	\$ 48,092	\$ (6,189)	-12.9%	\$ 230,461	\$ 167,733	\$ 62,728	37.4%	\$ 24,700
Earnings Before Interest, Depreciation & Amortization	\$ 54,805	\$ 62,400	\$ (7,595)	-12.2%	\$ 283,954	\$ 239,273	\$ 44,681	18.7%	\$ 91,140



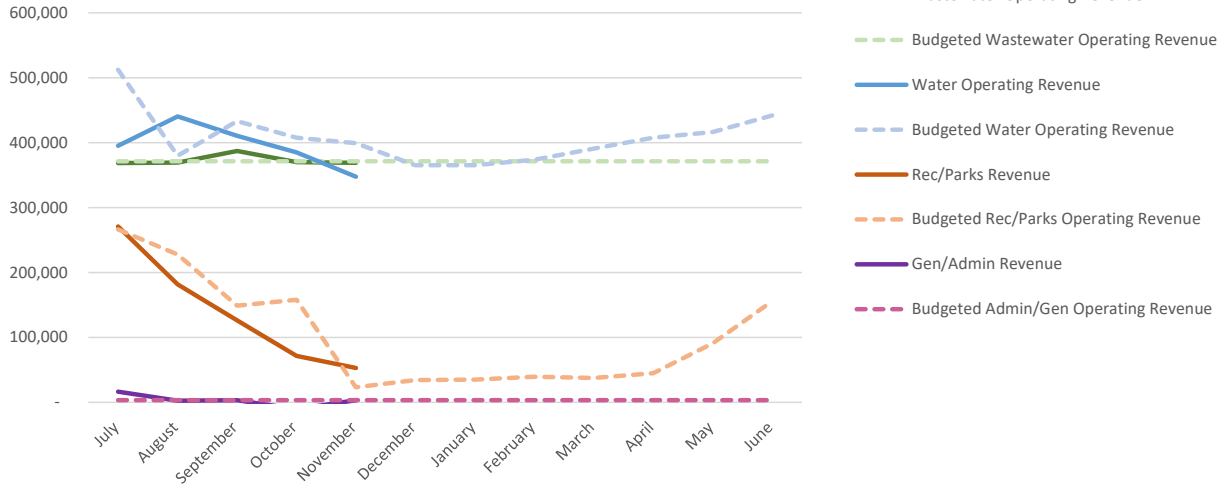
**General & Administrative Support
Statement of Revenues and Expenses
For the Period Ended November 30, 2023**

Income Statement	Month-To-Date				Year-To-Date				Prior
	Actual	Budget	Variance	% Variance	Actual	Budget	Variance	% Variance	YTD
Operations									
Operating Revenue	\$ 3,172	\$ 3,367	\$ (195)	-5.8%	\$ 14,932	\$ 16,833	\$ (1,901)	-11.3%	\$ 33,167
Internal Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Total Operating Revenue	\$ 3,172	\$ 3,367	\$ (195)	-5.8%	\$ 14,932	\$ 16,833	\$ (1,901)	-11.3%	\$ 33,167
Salaries and Wages	\$ (194,064)	\$ (187,242)	\$ (6,822)	-3.6%	\$ (976,604)	\$ (920,326)	\$ (56,278)	-6.1%	\$ (898,836)
Employee Benefits	(70,285)	(91,206)	20,921	22.9%	(359,025)	(459,537)	100,512	21.9%	(326,737)
Outside Services/Contractual	(69,348)	(46,334)	(23,014)	-49.7%	(286,205)	(372,356)	86,151	23.1%	(280,274)
Utilities	(8,572)	(11,201)	2,629	23.5%	(44,313)	(49,266)	4,953	10.1%	(36,990)
Other Operating Expenses	(43,980)	(35,882)	(8,098)	-22.6%	(171,363)	(278,177)	106,814	38.4%	(173,929)
Insurance	(7,025)	(7,108)	83	1.2%	(35,125)	(35,539)	414	1.2%	(25,525)
Internal Expense	(9,387)	(16,364)	6,977	42.6%	(37,202)	(30,271)	(6,931)	-22.9%	(28,277)
Debt Service	-	-	-	0.0%	-	-	-	0.0%	-
Depreciation	(2,577)	(2,781)	204	7.3%	(12,189)	(13,905)	1,716	12.3%	(8,787)
Total Operating Expense	\$ (405,238)	\$ (398,118)	\$ (7,120)	-1.8%	\$ (1,922,026)	\$ (2,159,377)	\$ 237,351	11.0%	\$ (1,779,355)
Operating Contribution	\$ (402,066)	\$ (394,751)	\$ (7,315)	-1.9%	\$ (1,907,094)	\$ (2,142,544)	\$ 235,450	11.0%	\$ (1,746,188)
Allocation of Base	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Allocation of Fleet	-	-	-	0.0%	-	-	-	0.0%	-
Allocation of General & Administrative	-	-	-	0.0%	-	-	-	0.0%	-
Operating Income(Loss)	\$ (402,066)	\$ (394,751)	\$ (7,315)	-1.9%	\$ (1,907,094)	\$ (2,142,544)	\$ 235,450	11.0%	\$ (1,746,188)
Non-Operations									
Property Tax Revenue	\$ 127,083	\$ 127,083	\$ -	0.0%	\$ 635,417	\$ 635,417	\$ -	0.0%	\$ (160,417)
Community Facilities District (CFD 94-1)	-	-	-	0.0%	-	-	-	0.0%	-
Grant Revenue	-	-	-	0.0%	-	-	-	0.0%	-
Interest	4,566	3,750	816	21.8%	62,413	18,750	43,663	232.9%	34,164
Other Non-Op Revenue	-	-	-	0.0%	2,553	-	2,553	100.0%	2,341
Capital Contribution	-	-	-	0.0%	-	-	-	0.0%	-
Other Non-Op Expenses	(8,333)	(8,333)	-	0.0%	(41,667)	(41,667)	-	0.0%	(40,833)
Income(Loss)	\$ (278,750)	\$ (272,251)	\$ (6,499)	-2.4%	\$ (1,248,378)	\$ (1,530,044)	\$ 281,666	18.4%	\$ (1,910,933)
Additional Funding Sources									
Allocation of Non-Operating Revenue	\$ -	\$ -	\$ -	0.0%	\$ -	\$ -	\$ -	0.0%	\$ -
Transfers	-	-	-	0.0%	-	-	-	0.0%	-
Balance	\$ (278,750)	\$ (272,251)	\$ (6,499)	-2.4%	\$ (1,248,378)	\$ (1,530,044)	\$ 281,666	18.4%	\$ (1,910,933)
Earnings Before Interest, Depreciation & Amortization	\$ (276,173)	\$ (269,470)	\$ (6,703)	-2.5%	\$ (1,236,189)	\$ (1,516,139)	\$ 279,950	18.5%	\$ (1,902,146)

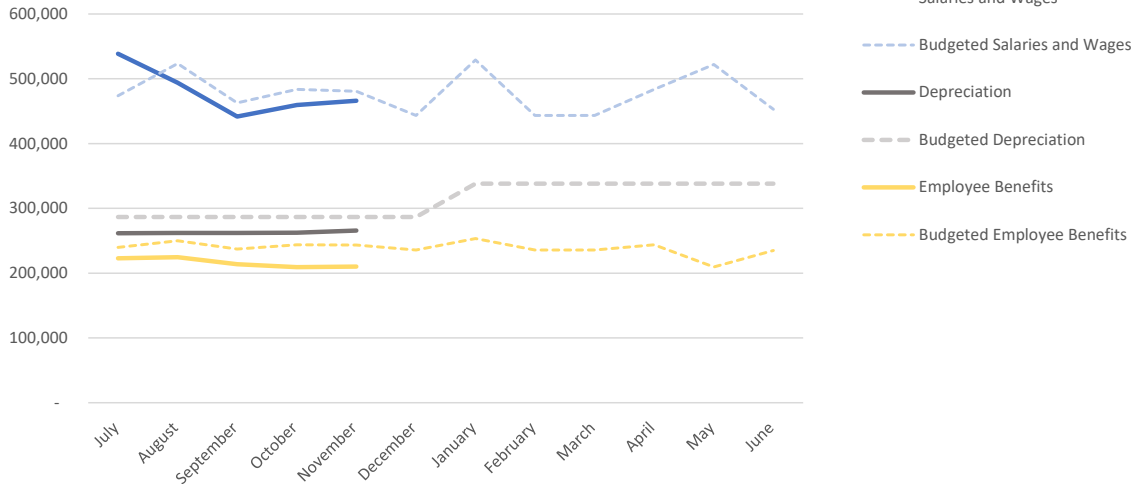
Operating Revenues Year to Date



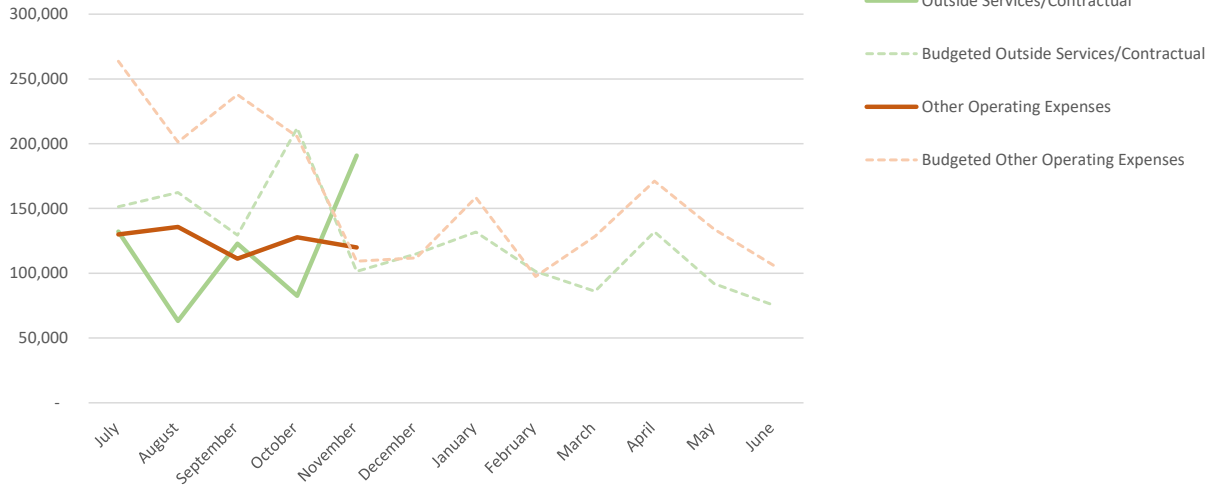
Enterprise Operating Revenues Year to Date



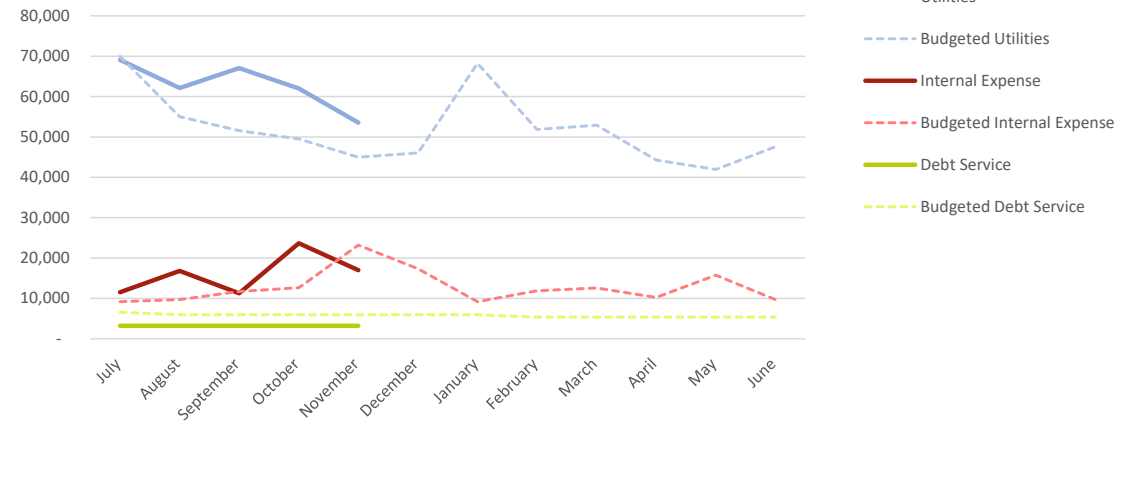
Expenses Year to Date

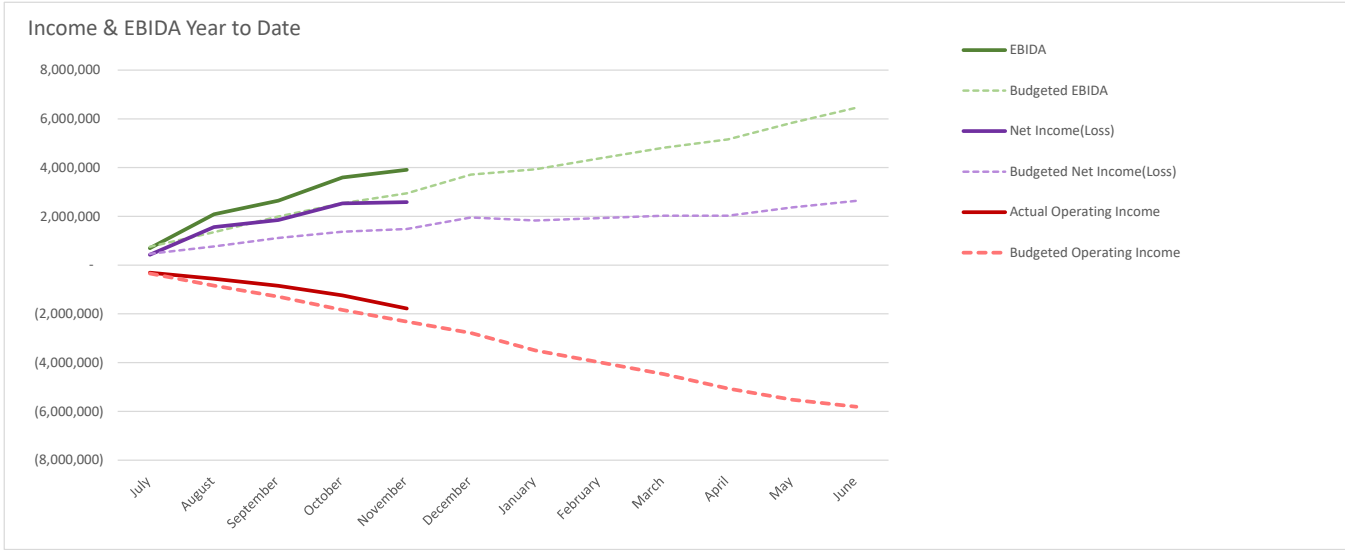
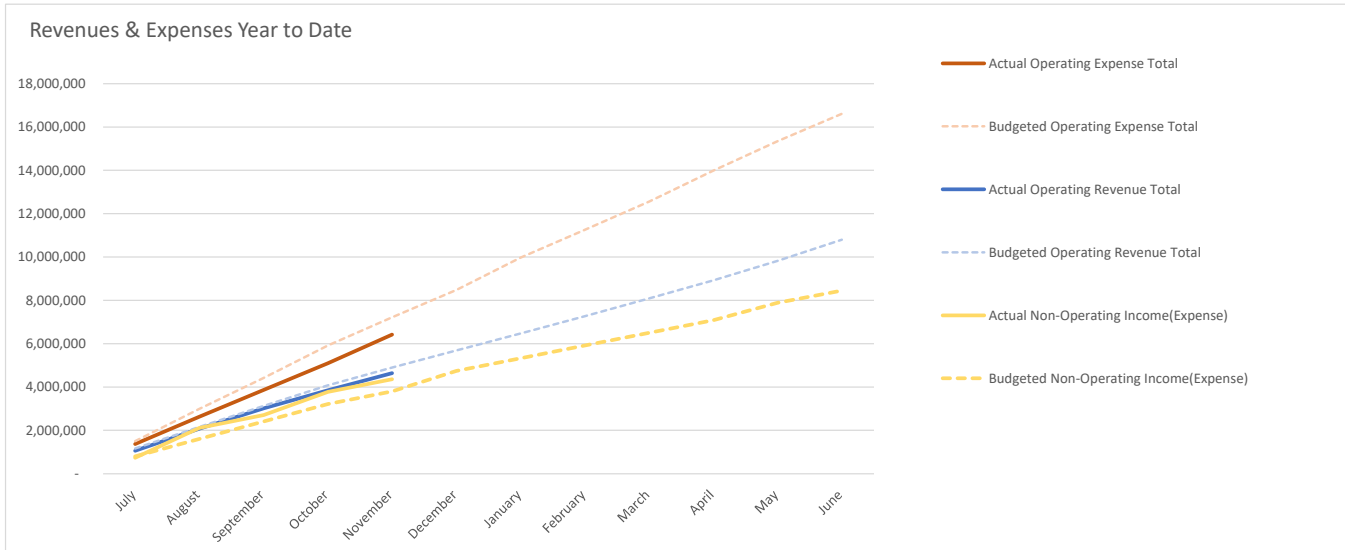


Expenses Year to Date

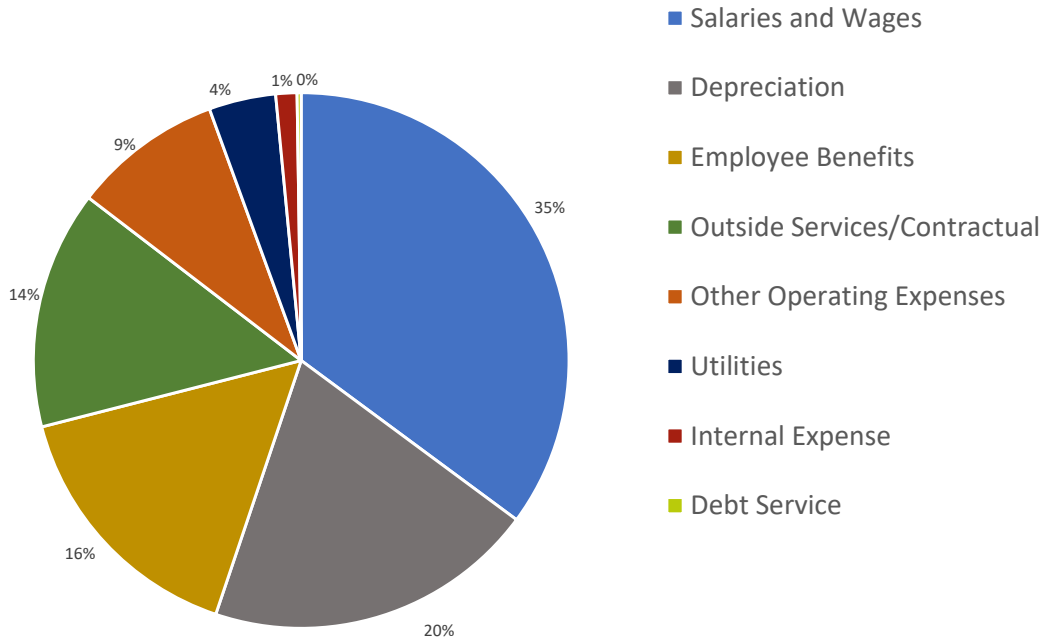


Expenses Year to Date

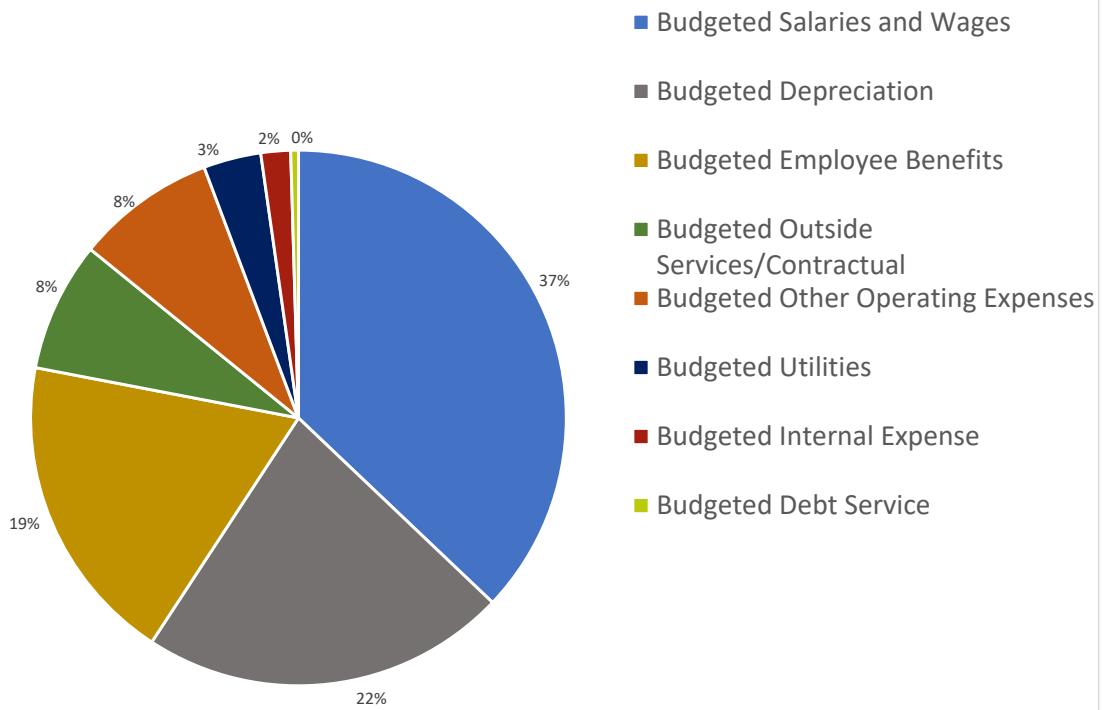




Actual November



Budgeted November



Capital Outlay

Projects In Process

For the Period Ended November 30, 2023

Project Number	Project Description	2024 Adopted Budget	Prior Year Open Project Rollforward	Budget Adjustment	Total Available Budget	Year To Date			Return to Reserves	C = Complete G = Grant Funded	Grant Amount
						Actual	Encumbered	(Over) Under Budget			
Administration & Base											
2401-0000	Base Administration Building Improvements	\$ 25,000	\$ -	\$ -	25,000	\$ -	\$ -	\$ 25,000			
2402-0000	Operations Office Reconfiguration	50,000	-	-	50,000	1,705	33,668	14,627			
2151-0000	Master Plan: Corporation Yard Layout	200,000	-	-	200,000	-	-	200,000			
2403-0000	Administration Building Roof Improvements **	40,000	-	-	40,000	426	-	39,574			
2405-0000	Base Facility Detention Pond Fencing	25,000	-	-	25,000	777	-	24,223			
2406-0000	Pavement Maintenance Plan - Engineering	60,000	-	-	60,000	39,679	3,883	16,439			
2450-0011	Pavement Maintenance - Slurry Seal	30,000	-	-	30,000	37,176	-	(7,176)	(7,176)	C	
2407-0000	Electric Vehicle Charging Station	30,000	-	-	30,000	-	-	30,000			
2415-0000	Server and Network Equipment Replacement	50,000	-	-	50,000	188	17,136	32,676			
Total Administration Purchases		\$ 510,000	\$ -	\$ -	\$ 510,000	\$ 79,950	\$ 54,687	\$ 375,363	\$ (7,176)		
Fleet											
2320-0000	#78 Air Compressor*	\$ 15,000	\$ 26,000	\$ -	\$ 41,000	\$ 35,870	\$ -	\$ 5,130	\$ 5,130	C	
2420-0000	Pavement Saw Slurry Vacuum	15,000	-	-	15,000	12,850	-	2,150	2,150	C	
2422-0000	Snow Removal MultiPurpose Tractor	200,000	-	-	200,000	194,763	-	5,237	5,237	C	
2423-0000	Mid-Size Loader	325,000	-	-	325,000	15,698	282,430	26,872			
2430-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
2431-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
2432-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
2433-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
2434-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
2435-0000	Truck: 3/4 ton 2500HD 4x4 GMC Sierra	75,000	-	-	75,000	-	61,445	13,555			
Total Fleet Purchases		\$ 1,005,000	\$ 26,000	\$ -	\$ 1,031,000	\$ 259,181	\$ 651,100	\$ 120,720	\$ 12,518		
Wastewater											
Packaged Satellite Sewer Pump Station Improvements Project S-											
2244-0000	1, S-2, N-2, D-2, D-5, S-3*	\$ -	\$ 949,165	\$ 70,000	\$ 1,019,165	\$ 907,730	\$ 142,778	\$ (31,343)			
2440-0000	Lower Lateral CIPP Rehabilitation	70,000	-	-	70,000	-	-	70,000			
2441-0000	Sewer Force Main Improvements	70,000	-	-	70,000	-	-	70,000			
2442-0000	Lower Lateral Replacement	70,000	-	(70,000)	-	-	-	-			
2443-0000	Sewer Collection System Improvements	70,000	-	-	70,000	55,352	-	14,648			
2444-0000	Gravity Main Rehabilitation and Replacement **	100,000	-	-	100,000	-	-	100,000			
2445-0000	Sewage Export System Inspection/Analysis Predesign **	150,000	-	-	150,000	-	-	150,000			
2446-0000	Satellite PS Rehabilitation Design	200,000	-	-	200,000	24,956	41,915	133,129			
2447-0000	N-3, C-2, D-4 Satellite PS Improvements Project**	50,000	-	-	50,000	-	-	50,000			
2448-0000	Easement Clearing (location TBD)	65,000	-	-	65,000	11,710	-	53,290			
2449-0000	SCADA Infrastructure Improvements	120,000	-	-	120,000	-	-	120,000			
2451-0000	CCTV Push Camera	20,000	-	-	20,000	-	21,226	(1,226)			
2452-0000	Sewage Pump Station Improvements	25,000	-	-	25,000	-	19,549	5,451			
2450-0021	Pavement Maintenance - Slurry Seal	20,000	-	-	20,000	16,740	-	3,260	3,260	C	
Total Wastewater Purchases		\$ 1,030,000	\$ 949,165	\$ -	\$ 1,979,165	\$ 1,016,487	\$ 225,467	\$ 737,210	\$ 3,260		

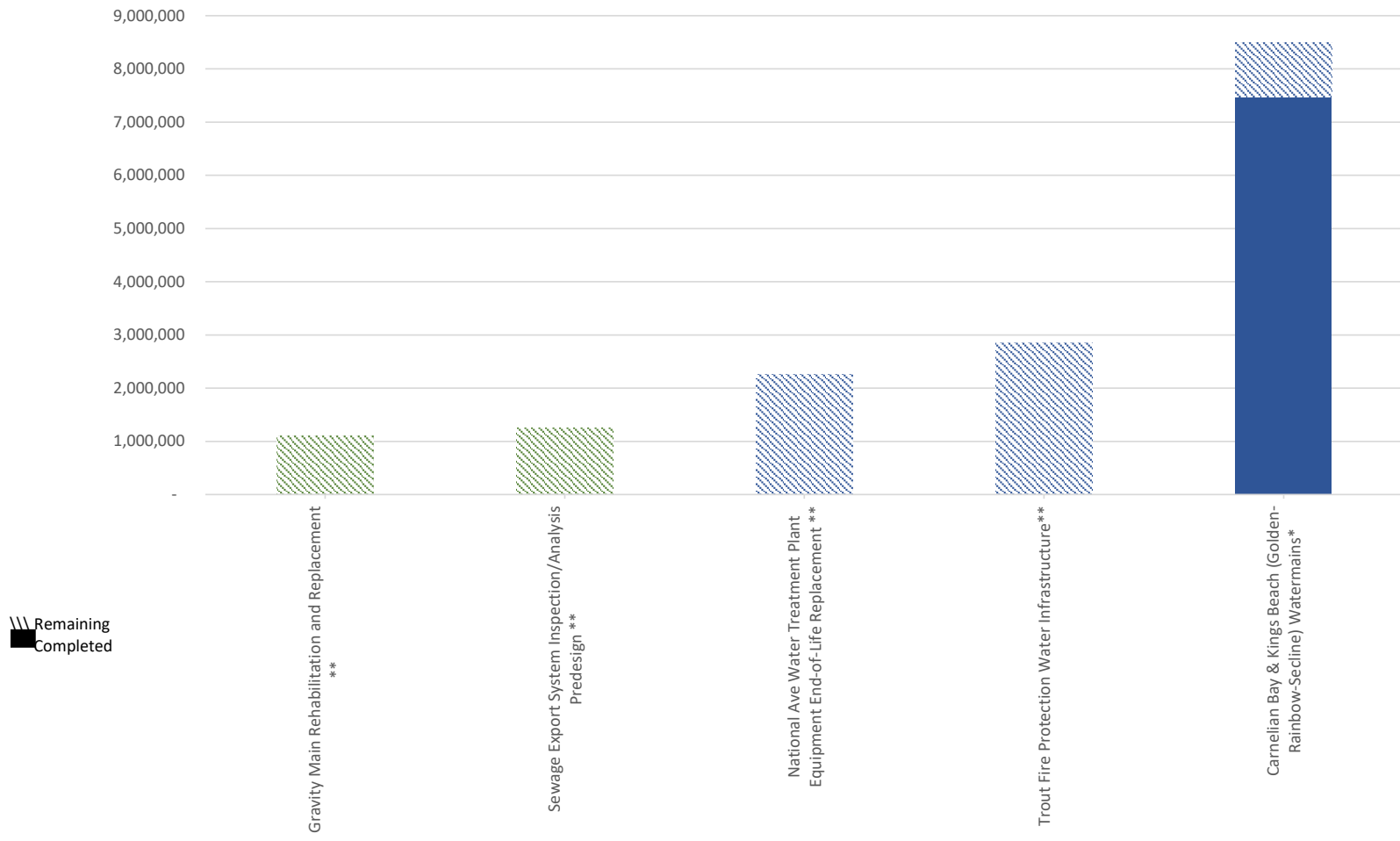
Capital Outlay

Projects In Process

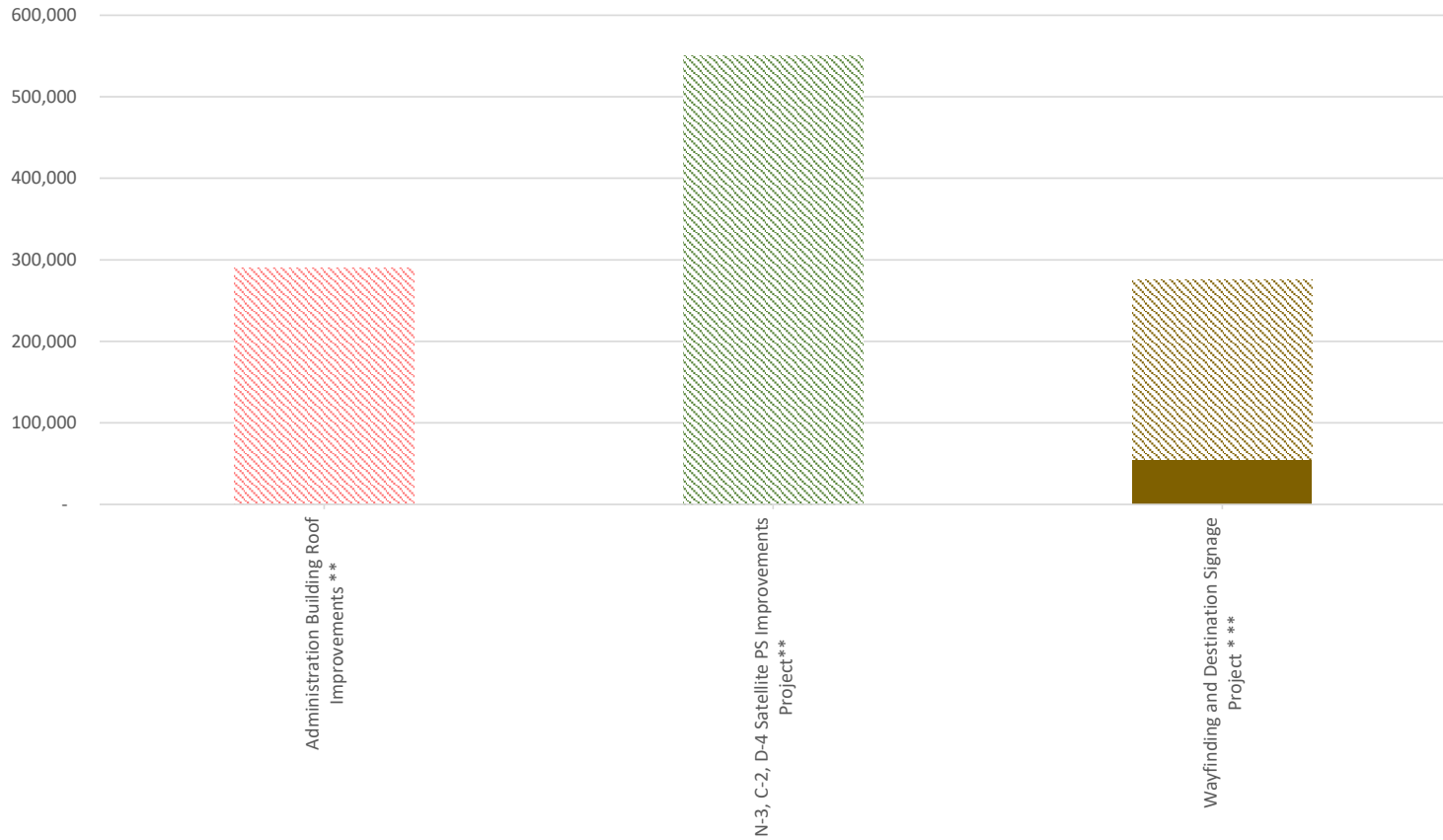
For the Period Ended November 30, 2023

Project Number	Project Description	2024 Adopted Budget	Prior Year Open Project Rollforward	Budget Adjustment	Total Available Budget	Year To Date			Return to Reserves	C = Complete G = Grant Funded	Grant Amount
						Actual	Encumbered	(Over) Under Budget			
Water											
2260-0000	Cybersecurity Assessment and Implementation Phase I*	\$ -	\$ 137,380	\$ -	\$ 137,380	\$ 124,008	\$ 9,428	\$ 3,944			
2361-0000	Brockway Vista at North Lake at Speed Boat Watermain*	-	12,059	-	12,059	6,939	-	5,120			
2362-0000	National Ave Water Treatment Plant Programmable Logical Carnelian Bay & Kings Beach (Golden-Rainbow-Secline)	-	30,860	-	30,860	-	30,860	-			
2264-0000	Watermains*	2,466,000	1,341	-	2,467,341	1,454,207	888,894	124,239		G	1,683,492
2460-0000	Dollar Cove SR28 Watermain Crossing	250,000	-	-	250,000	-	-	250,000			
2464-0000	National Ave Water Treatment Plant Equipment End-of-Life Replacement **	150,000	-	-	150,000	-	-	150,000			
2465-0000	Trout Fire Protection Water Infrastructure**	50,000	-	-	50,000	861	-	49,139			
2470-0000	Water PS Mechanical and Electrical Improvements	70,000	-	-	70,000	1,654	2,590	65,756			
2471-0000	Water Facility Improvements	70,000	-	-	70,000	23,900	57,670	(11,570)			
2450-0031	Pavement Maintenance - Slurry Seal	25,000	-	-	25,000	20,088	-	4,912	4,912	C	
2461-0000	Carnelian Woods Service Lateral and Meter Replacement	125,000	-	-	125,000	141,438	12,000	(28,438)			
2462-0000	Smart Metering Infrastructure Improvements	20,000	-	-	20,000	-	-	20,000			
Total Water Purchases		\$ 3,226,000	\$ 181,640	\$ -	\$ 3,407,640	\$ 1,773,096	\$ 1,001,443	\$ 633,101	\$ 4,912		
Recreation and Parks											
2481-0000	Joint Needs Analysis - NTPUD/TCPUD Phase III	\$ 100,000	\$ -	-	\$ 100,000	\$ 29,915	\$ 53,552	\$ 16,533		#	\$ 50,000
1623-0000	Wayfinding Sign	-	11,941	-	11,941	19,454	4,995	(12,508)		G	13,169
2040-PLC	Wayfinding and Destination Signage Project * **	50,000	19,894	-	69,894	-	26,889	43,006		G	69,894
2280-WEBG	TVRA Marian Trail Webcam Completion	-	-	-	-	23,130	-	(23,130)		C	
2284-0000	NTEC Architectural Planning Study *	78,185	(38,624)	-	39,561	11,181	-	28,380			
2392-0000	Regional Park Tennis/Pickleball Court Reconstruction*	2,792,715	(791,815)	-	2,000,900	1,673,467	178,179	149,254		G	750,000
2192-0000	NTEC Emergency Generator*	275,000	11,176	-	286,176	8,033	17,315	260,829		G	188,406
2490-0000	NTEC - Furnishings, Fixtures and Building Improvements	75,000	-	-	75,000	3,228	6,742	65,030			
2482-0000	Park Facility Improvements	60,000	-	-	60,000	37,901	-	22,099			
2281-0000/1PLC	Regional Park Pam Emmerich Pine Drop Trailhead Project*	430,000	(47,566)	-	382,434	362,587	14,004	5,843		G	241,901
2450-0043	Pavement Maintenance - Slurry Seal	30,000	-	-	30,000	23,436	-	6,564	6,564	C	
2484-0000	NTRP Multi-Purpose Trail Connection (Design)	30,000	-	-	30,000	331	-	29,669			
2485-0000	Electric Vehicle Charging Station	30,000	-	-	30,000	-	-	30,000			
Total Recreation and Parks Purchases		\$ 3,950,900	\$ (834,994)	\$ -	\$ 3,115,906	\$ 2,192,663	\$ 301,675	\$ 621,568	\$ 6,564		
* Project carry-over from Prior Year											
** Multi-year encumbrance - on 5 year CIP											
# Non-grant cost reimbursement											
Administration & Base		\$ 510,000	\$ -	\$ -	\$ 510,000	\$ 79,950	\$ 54,687	\$ 375,363	\$ (7,176)		
Fleet		1,005,000	26,000	-	1,031,000	259,181	651,100	120,720	12,518		
Wastewater		1,030,000	949,165	-	1,979,165	1,016,487	225,467	737,210	3,260		
Water		3,226,000	181,640	-	3,407,640	1,773,096	1,001,443	633,101	4,912		
Recreation and Parks		3,950,900	(834,994)	-	3,115,906	2,192,663	301,675	621,568	6,564		
Total Capital Expenditures		\$ 9,721,900	\$ 321,811	\$ -	\$ 10,043,711	\$ 5,321,377	\$ 2,234,371	\$ 2,487,963	\$ 20,078		

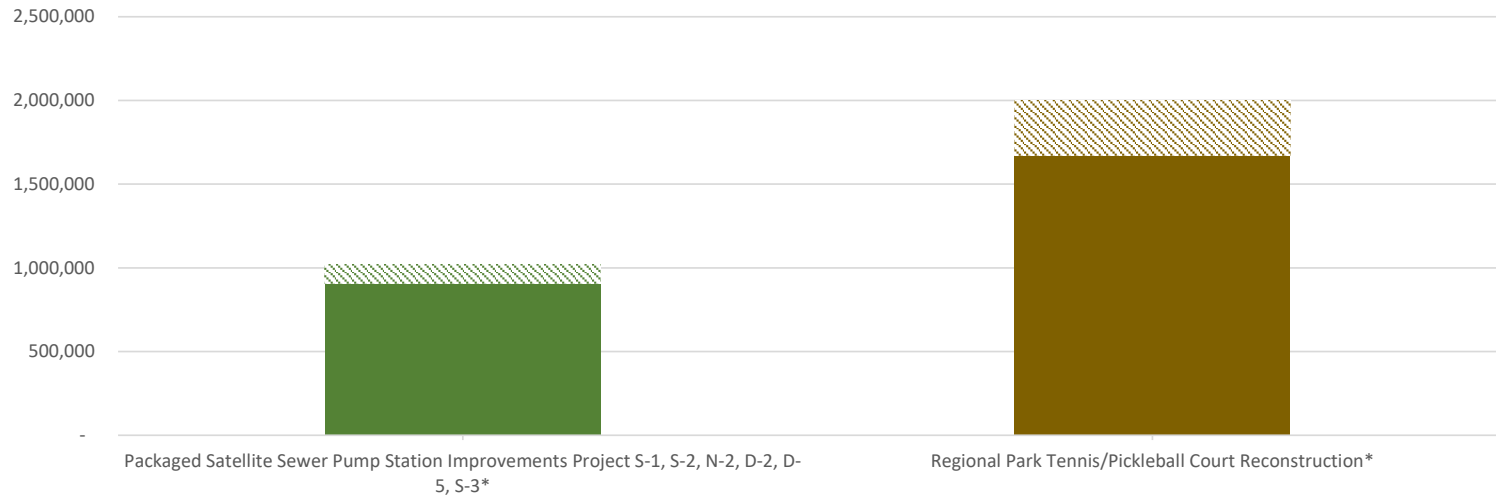
Multi-Year Capital Projects \$1M and Above



Multi-Year Capital Projects under \$1M



FY 23-24 Capital Projects \$500,000 and Above

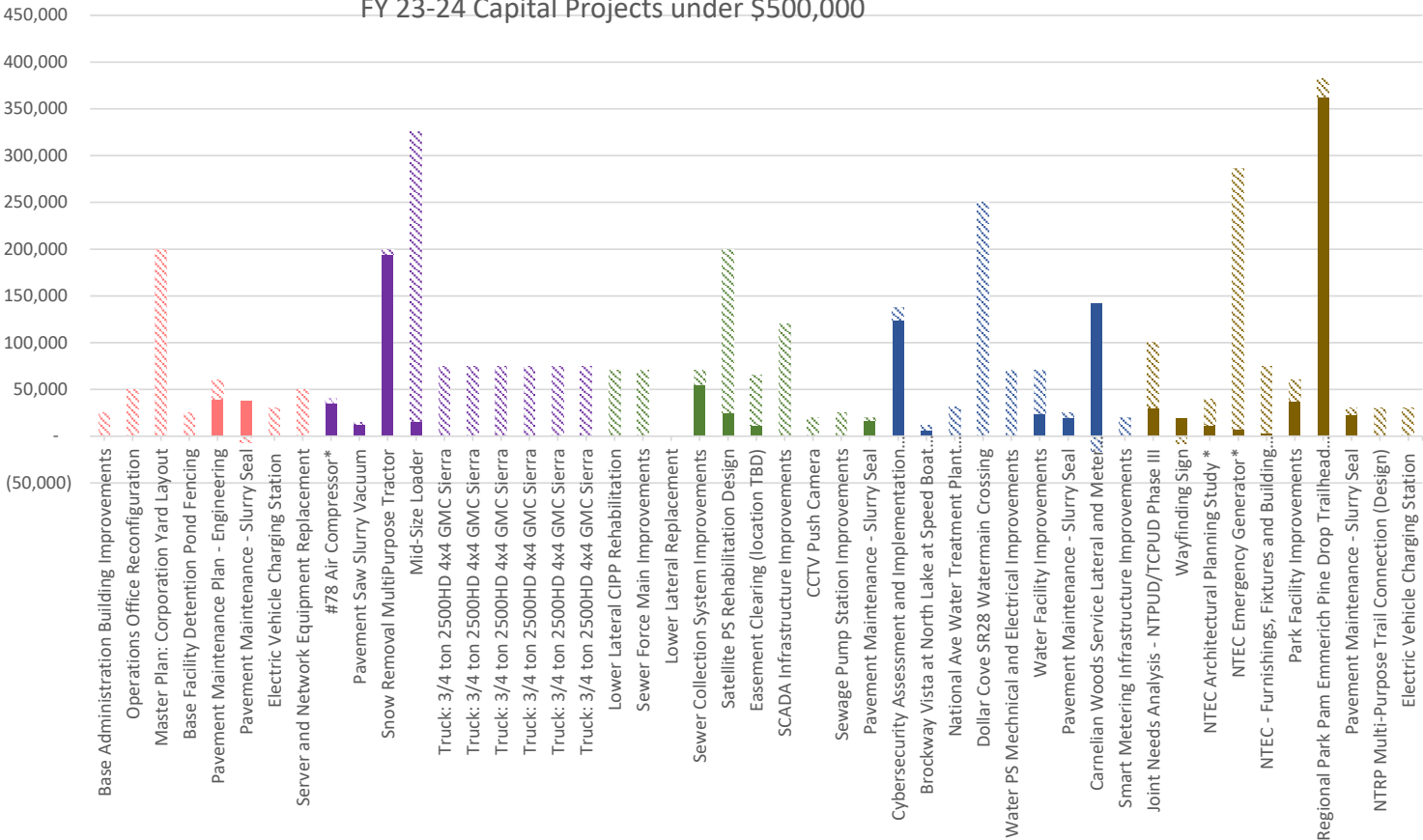


\\ Remaining
■ Completed

** Multi-year encumbrance

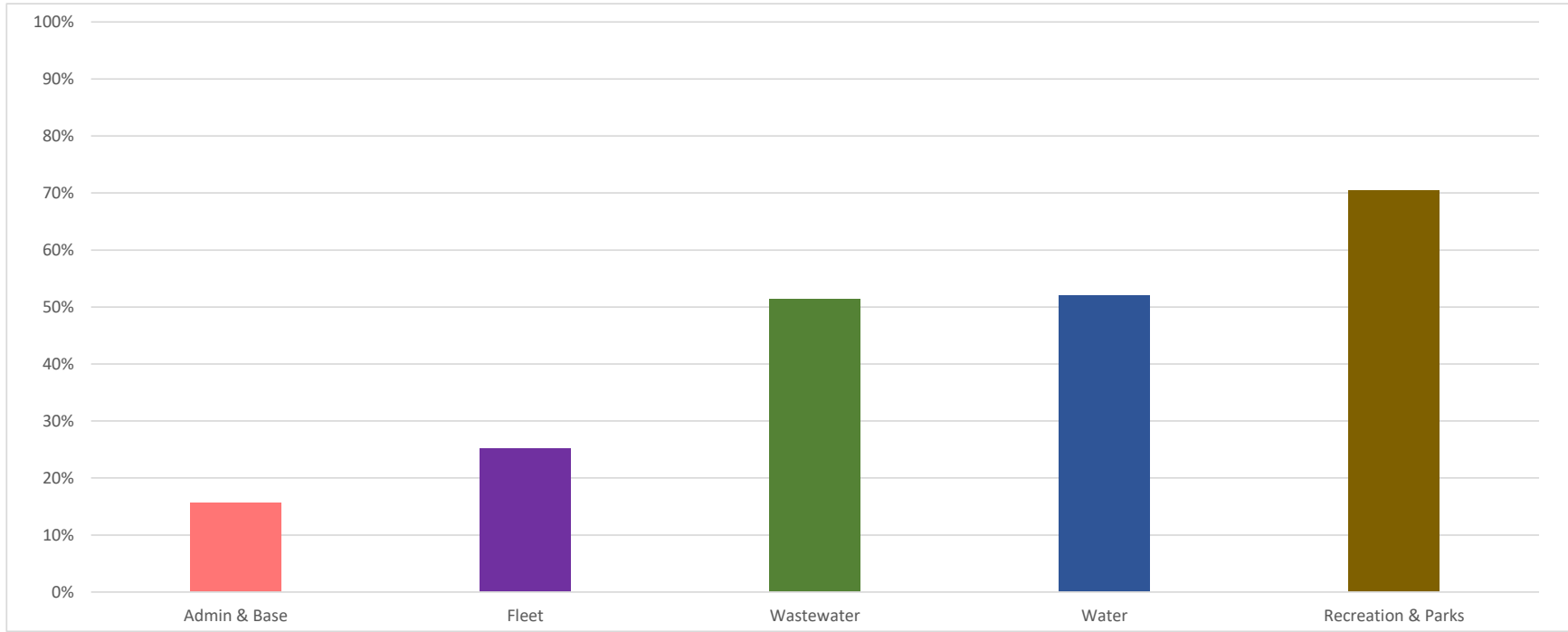
FY 23-24 Capital Projects under \$500,000

▨ Remaining
 ■ Completed



Capital Projects Expended by Enterprise as % of Current Year Budget for Enterprise

Total \$ 510,000 \$ 1,031,000 \$ 1,979,165 \$ 3,407,640 \$ 3,115,906





Consolidated Balance Sheet
For the Period Ended November 30, 2023

	Current Month	Prior Month	FYE 2023
ASSETS			
Current Assets			
Cash & Cash Equivalents	\$ 6,742,472	\$ 5,782,005	\$ 12,513,294
Investments	1,326,395	1,319,395	902,842
Due (To)/From Other Fund	-	-	-
Accounts Receivable	3,797,410	3,254,124	1,304,459
Inventory	168,443	168,443	168,443
Deposits and Prepaid Expenses	227,574	284,294	613,617
Total Current Assets	\$ 12,262,293	\$ 10,808,260	\$ 15,502,654
Restricted Assets			
Cash & Cash Equivalents	\$ 420,019	\$ 420,019	\$ 420,019
Accounts Receivable	1,268,954	2,952,446	1,914,317
Deposits and Prepaid Expenses	-	-	-
Total Restricted Assets	\$ 1,688,972	\$ 3,372,464	\$ 2,334,336
Non-Current Assets			
Subscription Asset	\$ 520,859	\$ 520,859	\$ 520,859
Accumulated Amortization	(127,154)	(127,154)	(127,154)
Net Subscription Asset (New GASB 96)	\$ 393,705	\$ 393,705	\$ 393,705
Property, Plant & Equipment			
Work in Process	\$ 14,378,489	\$ 13,756,101	\$ 9,475,865
Land	7,123,368	7,123,368	7,123,368
Property Rights	15,237	15,237	15,237
Buildings and Improvements	28,033,527	28,010,398	27,864,845
Vehicles and Equipment	8,408,444	8,359,725	8,164,962
Furniture and Office Equipment	1,886,358	1,886,358	1,886,358
Water System	39,168,012	39,168,012	39,147,924
Sewer System	41,036,492	41,036,492	41,036,492
Subtotal - Property, Plant & Equipment	140,049,928	139,355,691	134,715,052
Accumulated Depreciation	(69,972,054)	(69,706,327)	(68,658,372)
Net Property, Plant & Equipment	\$ 70,077,874	\$ 69,649,364	\$ 66,056,680
DEFERRED OUTFLOWS OF RESOURCES	\$ 1,510,207	\$ 1,510,207	\$ 1,510,207
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 85,933,051	\$ 85,734,000	\$ 85,797,582



Consolidated Balance Sheet
For the Period Ended November 30, 2023

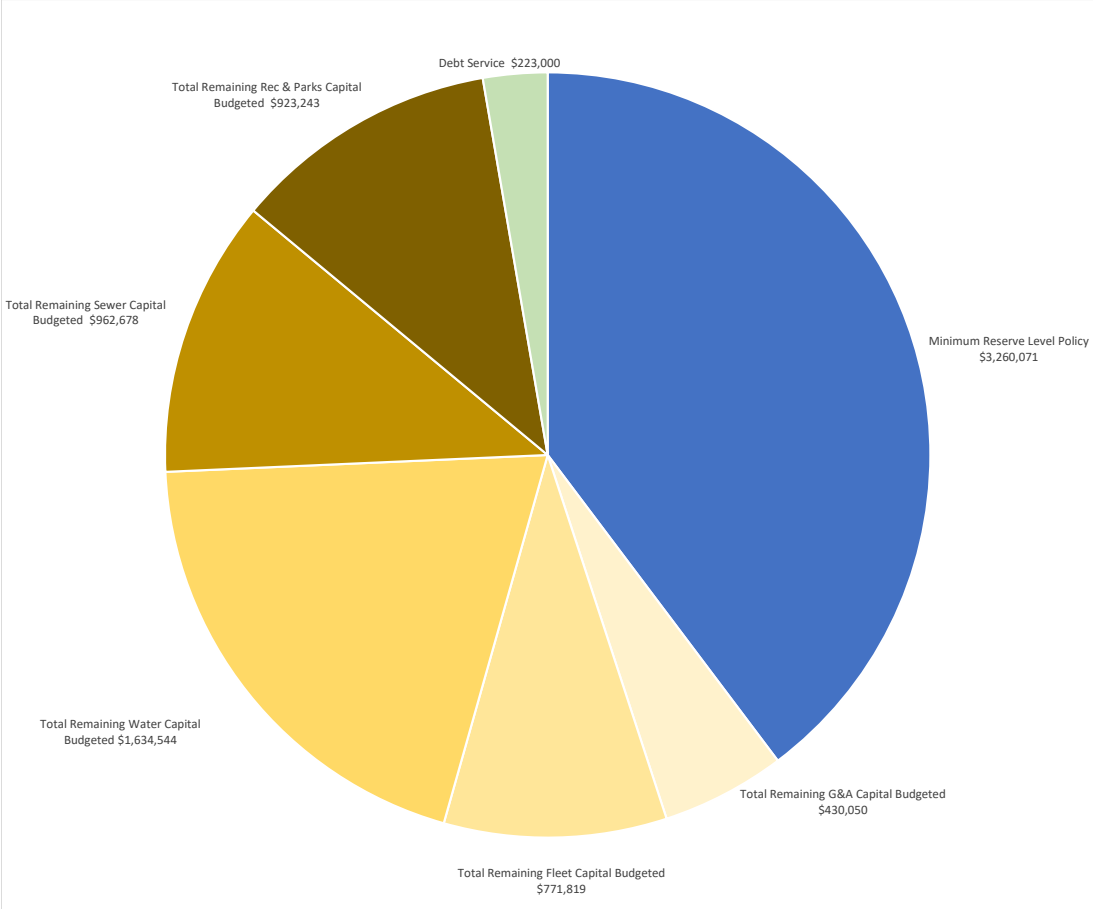
	Current Month	Prior Month	FYE 2023
LIABILITIES			
Current Liabilities			
Accounts Payable	\$ 1,063,232	\$ 703,709	\$ 3,176,340
Deferred Revenue	526,956	513,776	560,895
Compensated Absences Payable	779,987	779,106	712,749
Accrued Liabilities	739,545	935,825	754,397
Current Portion of Long-Term Debt	400,477	400,477	400,477
	<u>3,510,197</u>	<u>3,332,894</u>	<u>5,604,857</u>
Current Liabilities (Payable from Restricted Assets)			
Deferred Grant Revenue	\$ -	\$ -	\$ -
Accounts Payable	-	-	-
Total Current Liabilities	\$ 3,510,197	\$ 3,332,894	\$ 5,604,857
Non-Current Liabilities			
Long-Term Debt, Net of Current Portion	\$ 862,211	\$ 862,200	\$ 1,060,492
Net Pension Liability	324,699	324,699	324,699
Total Long Term Liabilities	\$ 1,186,910	\$ 1,186,899	\$ 1,385,191
DEFERRED INFLOWS OF RESOURCES	\$ 102,597	\$ 102,597	\$ 102,597
NET POSITION			
Net Investment in Capital Assets (Net of Debt)	\$ 68,815,186	\$ 68,386,687	\$ 64,595,711
Debt Services	445,936	445,936	445,936
Net Restricted Assets	1,688,972	3,372,464.40	2,334,336.12
Unrestricted	7,754,842	6,499,881	5,871,349
Current Year Income / (Loss)	2,428,411	2,406,641	5,457,605
Balance	\$ 81,133,348	\$ 81,111,610	\$ 78,704,937
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 85,933,051	\$ 85,734,000	\$ 85,797,582
Ratios			
Days in Cash (Cash/Operating Expenses less Depreciation)	Median 296	NTPUD 186	FYE 2023
Days of Working Capital (Reserves/Operating Expenses less Depreciation)	92	270	
Debt Ratio (Total Liabilities/Total Assets)	36%	6%	8%
Return on Assets (Net Income/Total Assets)	2.5%	6.5%	6.5%
Debt Service Coverage Ratio	1.3		
Reserves			
Unrestricted Reserves	\$ 8,752,097	\$ 7,475,366	\$ 9,897,796
Minimum Reserve Level Policy	(3,260,071)	(3,057,239)	(3,057,239)
Available for Investment	\$ 5,492,025	\$ 4,418,126	\$ 6,840,557
Additional FY 2024 EBIDA	3,285,580		
Total Available	\$ 8,777,605		
Total Remaining FY 2024 Capital Budgeted	(4,742,412)		
Debt Service	\$ (223,000)		
Unbudgeted	\$ 3,812,193		

NTPUD (consolidated)
Statement of Cash Flows
For the Period Ended November 30, 2023
(In Thousands)

	<u>Current Month</u>	<u>Year-to Date</u>
Operating Activities		
Net Income (Loss)	\$21,769	\$2,428,412
Adjustments to reconcile change in net assets to net cash provided by operating activities:		
Depreciation and amortization	265,727	1,313,682
Net changes in operating assets and liabilities:		
(Increase)/Decrease Account Receivables	(543,286)	(2,492,951)
(Increase)/Decrease Inventories	-	-
(Increase)/Decrease Deposits & Prepaid expenses	56,720	386,043
(Increase)/Decrease Deferred Outflows	-	-
(Decrease)/Increase Payables & Accrued Liabilities	177,272	(2,094,673)
(Decrease)/Increase Deferred Grant Revenue	-	-
(Decrease)/Increase in Deferred Inflows	-	-
Net Cash Provided (Used) by operating activities	(21,799)	(459,487)
Investing Activities		
Change in Restricted Assets	1,683,492	645,364
Net Purchases of property, plant and equipment	(694,237)	(5,334,876)
Net Cash Provided (Used) by investing activities	989,255	(4,689,512)
Financing Activities		
Change in Capital Loan	11	(198,270)
Change in Net Pension Liability	-	-
Net Cash Provided (Used) by financing activities	11	(198,270)
Net increase/(decrease) in cash and cash equivalents	967,467	(5,347,269)
Cash and Equivalents at beginning of period	7,101,400	13,416,136
Cash and Equivalents at end of period	\$8,068,866	\$8,068,866

North Tahoe Public Utility District
As Of 11/30/2023

Total Reserve Funds of \$8,752,096, of which \$3,260,071 is Restricted as Minimum Reserve, plus remaining Budgeted EBIDA of \$3,285,579 totals \$12,037,676 available to meet the Capital and Minimum Reserves in the Current Year



Changes in Reserves from Prior Month	
Minimum Reserve	\$ -
Debt Service	-
Future Years Capital	1,591,048
Capital	(686,469)
Total	\$ 904,579

Total Remaining Capital Budgeted is in reference to current year budget



For the Period Ended November 30, 2023

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
ASSETS								
Current Assets								
Cash & Cash Equivalents	\$ -	\$ 445,936	\$ 13,255	\$ -	\$ -	\$ 6,283,281	\$ 6,283,281	\$ 6,742,472
Investments	-	-	-	-	-	1,326,395	1,326,395	1,326,395
Due (To)/From Other Fund	2,263,884	2,843,894	193,670	575,780	433,626	(6,310,854)	(5,877,228)	-
Accounts Receivable	85,129	132,062	388,559	-	-	3,191,659	3,191,659	3,797,410
Inventory	168,443	-	-	-	-	-	-	168,443
Deposits and Prepaid Expenses	-	-	17,542	-	-	210,032	210,032	227,574
Total Current Assets	\$ 2,517,456	\$ 3,421,892	\$ 613,026	\$ 575,780	\$ 433,626	\$ 4,700,512	\$ 5,134,138	\$ 12,262,293
Restricted Assets								
Cash & Cash Equivalents	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 420,019	\$ 420,019	\$ 420,019
Accounts Receivable	-	27,100	1,235,854	-	-	6,000	6,000	1,268,954
Deposits and Prepaid Expenses	-	-	-	-	-	-	-	-
Total Restricted Assets	\$ -	\$ 27,100	\$ 1,235,854	\$ -	\$ -	\$ 426,019	\$ 426,019	\$ 1,688,972
Non-Current Assets								
Subscription Asset	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 520,859	\$ 520,859	\$ 520,859
Accumulated Amortization	-	-	-	-	-	(127,154)	(127,154)	(127,154)
Net Subscription Asset (New GASB 96)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 393,705	\$ 393,705	\$ 393,705
Property, Plant & Equipment								
Work in Process	\$ 1,899,865	\$ 8,706,231	\$ 3,709,128	\$ 15,699	\$ -	\$ 47,566	\$ 47,566	\$ 14,378,489
Land	86,310	772,058	6,265,000	-	-	-	-	7,123,368
Property Rights	7,237	8,000	-	-	-	-	-	15,237
Buildings and Improvements	8,239,025	-	19,569,060	-	-	225,442	225,442	28,033,527
Vehicles and Equipment	5,806,355	285,750	817,577	1,498,762	-	-	-	8,408,444
Furniture and Office Equipment	925,994	35,919	843,687	-	-	80,758	80,758	1,886,358
Water System	-	39,168,012	-	-	-	-	-	39,168,012
Sewer System	41,036,492	-	-	-	-	-	-	41,036,492
Subtotal - Property, Plant & Equipment	58,001,279	48,975,971	31,204,452	1,514,460	-	353,766	353,766	140,049,928
Accumulated Depreciation	(34,126,001)	(21,747,289)	(13,348,043)	(690,708)	-	(60,014)	(60,014)	(69,972,054)
Net Property, Plant & Equipment	\$ 23,875,278	\$ 27,228,682	\$ 17,856,409	\$ 823,753	\$ -	\$ 293,752	\$ 293,752	\$ 70,077,874
DEFERRED OUTFLOWS OF RESOURCES	\$ 60,750	\$ 337,412	\$ 238,372	\$ 8,384	\$ -	\$ 865,288	\$ 865,288	\$ 1,510,207
TOTAL ASSETS & DEFERRED OUTFLOWS	\$ 26,453,484	\$ 31,015,086	\$ 19,943,661	\$ 1,407,917	\$ 433,626	\$ 6,679,277	\$ 7,112,903	\$ 85,933,051



For the Period Ended November 30, 2023

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
LIABILITIES								
Current Liabilities								
Accounts Payable	\$ 315,676	\$ 518,278	\$ 157,261	\$ 8,153	\$ -	\$ 63,864	\$ 63,864	\$ 1,063,232
Deferred Revenue	-	-	526,956	-	-	-	-	526,956
Compensated Absences Payable	134,217	141,383	105,174	23,434	-	375,779	375,779	779,987
Accrued Liabilities	-	12,080	2,541	-	-	724,924	724,924	739,545
Current Portion of Long-Term Debt	-	400,477	-	-	-	-	-	400,477
	449,893	1,072,218	791,933	31,586	0	1,164,566	1,164,566	3,510,197
Current Liabilities (Payable from Restricted Assets)								
Deferred Grant Revenue	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Accounts Payable	-	-	-	-	-	-	-	-
Total Current Liabilities	\$ 449,893	\$ 1,072,218	\$ 791,933	\$ 31,586	\$ -	\$ 1,164,566	\$ 1,164,566	\$ 3,510,197
Non-Current Liabilities								
Long-Term Debt, Net of Current Portion	\$ -	\$ 651,235	\$ -	\$ -	\$ -	\$ 210,976	\$ 210,976	\$ 862,211
Net Pension Liability	(54,574)	53,716	49,076	(11,143)	-	287,624	287,624	324,699
Total Long Term Liabilities	\$ (54,574)	\$ 704,951	\$ 49,076	\$ (11,143)	\$ -	\$ 498,600	\$ 498,600	\$ 1,186,910
DEFERRED INFLOWS OF RESOURCES	\$ 24,118	\$ 36,437	\$ 19,130	\$ 5,971	\$ -	\$ 16,940	\$ 16,940	\$ 102,597
NET POSITION								
Net Investment in Capital Assets (Net of Debt)	\$ 23,875,278	\$ 26,176,970	\$ 17,856,409	\$ 823,753	\$ -	\$ 82,777	\$ 82,777	\$ 68,815,186
Debt Services	-	445,936	-	-	-	-	-	445,936
Net Restricted Assets	-	27,100	1,235,854	-	-	426,019	426,019	1,688,972
Unrestricted	1,904,376	1,157,453	(1,806,655)	327,288	433,626	5,738,754	6,172,380	7,754,842
Current Year Income / (Loss)	254,393	1,394,020	1,797,915	230,462	-	(1,248,379)	(1,248,379)	2,428,411
Balance	\$ 26,034,046	\$ 29,201,480	\$ 19,083,523	\$ 1,381,502	\$ 433,626	\$ 4,999,170	\$ 5,432,797	\$ 81,133,348
TOTAL LIABILITIES, DEFERRED INFLOWS & FUND BALANCE	\$ 26,453,484	\$ 31,015,086	\$ 19,943,661	\$ 1,407,917	\$ 433,626	\$ 6,679,277	\$ 7,112,903	\$ 85,933,051



For the Period Ended November 30, 2023

	Wastewater	Water	Recreation & Parks	Fleet & Equipment	Base	General & Administrative	General & Administrative and Base	Total
Reserves								
Unrestricted Reserves	\$ 2,067,563	\$ 2,349,674	\$ (178,906)	\$ 544,194	\$ 433,626	\$ 3,535,946	\$ 3,969,572	\$ 8,752,097
Minimum Reserve Level Policy	(757,651)	(777,515)	(595,282)	54,050			(1,183,673)	(3,260,071)
Available for Investment	\$ 1,309,912	\$ 1,572,158	\$ (774,188)	\$ 598,244	\$ 433,626	\$ 3,535,946	\$ 2,785,899	\$ 5,492,025
Additional FY 2024 EBIDA	906,934	2,127,568	1,860,062	404,930	-	(2,013,915)	(2,013,915)	3,285,580
Total Available	\$ 2,216,846	\$ 3,699,726	\$ 1,085,874	\$ 1,003,174	\$ 433,626	\$ 1,522,031	\$ 771,984	\$ 8,777,605
Total Remaining FY 2024 Capital Budgeted	(965,938)	(1,639,456)	(929,807)	(784,337)			(422,874)	(4,742,412)
Debt Service		(223,000)						\$ (223,000)
Unbudgeted	\$ 1,250,909	\$ 1,837,270	\$ 156,067	\$ 218,837	\$ 433,626	\$ 1,522,031	\$ 349,110	\$ 3,812,193



**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024

ITEM: H-3b

FROM: Finance Department

SUBJECT: Treasurer's Report – as of November 30, 2023

FISCAL ANALYSIS:

The CFO has reviewed the District's investment portfolio and has included its value within the attached Treasurer's Report.

The District's investments are governed by the Board of Directors' approved Investment Policy. While continuing to operate within this Investment Policy, the District has continued to emphasize safety.


Total bank value of cash and investments equaled \$8,588,689 as of November 30, 2023. Of the total, \$1,378,076 of the District's portfolio is restricted. The total of Cash and Investments increased \$1,037,482 during November.

The portfolio meets the guidelines of the Investment policy.

ATTACHMENTS: Treasurer's Report as of November 30, 2023.

REVIEW TRACKING:

Submitted By: 
Vanetta N. Van Cleave
Chief Financial Officer

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

PRESENTED BY: Vanetta N. Van Cleave, CFO

Cash and Investments			
<i>Statement Date</i>	<i>Institution/Account Number</i>	<i>Market Value</i>	<i>Description</i>
Bank of the West			
11/30/23	025-381186	\$2,988,054	General Checking
	243-000486	59,194	Payroll
	243-000874	43,918	Utility Billing Deposit Account
	243-001708	8,898	Event Center Deposit Account
	243-004157	1,420	Parks Dept. Sweep Account
		<u>3,101,484</u>	Total Bank of the West
Local Agency Investment Fund			
11/30/23	85-31-003	1,371,983	General Investment Account
UBS Financial Services Inc.			
11/30/23	OG 00829 70	242,425	Cash & Cash Alternatives Balance
	"	666,203	Money Market Instruments
	"	1,566,829	Certificates of Deposit
	"	21,400	Mutual Funds
	"	229,638	U.S. Government Securities
	"	10,652	Accrued Interest
		<u>2,737,146</u>	Total UBS Financial Services Inc.
Total Unrestricted Cash and Investments:		\$7,210,613	

Restricted			
<i>Statement Date</i>	<i>Institution/Account Number</i>	<i>Market Value</i>	<i>Description</i>
Bank of the West			
11/30/23	243-058559	\$3,868	FSA
	243-058567	512,533	HRA
	245-713245	-	
Bank of the West			
11/30/23	041-441346	445,936	NTBC - BofA Install.Payment Fund
CalPERS 115 Trust			
09/30/23		405,542	CalPERS Prefunding of Pension Expense
Bank of the West			
09/30/23	000-459874	10,197	TRPA C.D.'s
Total Restricted Cash and Investments:		\$1,378,076	

Total Cash and Investments:		\$8,588,689	
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NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: H-4

FROM: Recreation, Parks, and Facilities Manager

SUBJECT: Recreation, Parks, and Facilities Department Report

Parks

- December in the Parks Department was complete with routine maintenance and minimal snow removal on Field 4 and throughout the Park. Parks staff were able to complete the foundation for the tennis shed before the ground froze completely and will continue work as the weather allows.



Clearing the Aspen ADA path with the Multi-Hog

Recreation

- Winter/Spring 2024 Activity guide was created in December for an early January release. It is attached to this report.
- Indoor pickleball at the BGCNLT on Saturday mornings saw its busiest day ever on December 16 with over 40 participants! Beginner clinics, taught by *Ben Visnyei* and held monthly, help newcomers learn the basics of the sport and drop in play. Intermediate clinics will be introduced in January with the release of the new Activity Guide.
- The Tuesday Socials, Golden Hour and Toddler Time continue to grow in popularity. On Tuesday, December 19, the socials saw their biggest numbers ever as interest spreads and programming within Golden Hour brings new attendees.



Holiday swag making generated new interest during Golden Hour in December



Toddlers enjoying activities on a Tuesday morning

North Tahoe Event Center

- The annual Tree Lighting and Pictures with Santa held on December 2 at the NTEC and in partnership with the BGCNLT was a huge success. It seemed like the entire community came out to celebrate the season. New this year was the Tahoe Community Chorus performing an acapella performance in front of the tree before Santa's arrival. Improvements for next year will center around de-congesting the entrance hallway and streamlining the picture reservation process.



Carols sung outside before Tree Lighting



Staff sharing the holiday spirit.



Santas magical arrival.

- Toys for Tots' annual giveaway occurred in December as well, with 400 families served.
- Private events during the month of December were slow, with only one wedding. NTEC bookings and revenue continue to trend down as the post-pandemic boom settles and the public wrestles with inflation and economic uncertainty.

Administration

- The results from the North Lake Tahoe Active Recreation polling assessment are wrapping up. On January 12, Ad-Hoc members will have the chance to review the data and make a recommendation to the joint NTPUD and TCPUD boards at the January 31 Special Meeting.

REVIEW TRACKING:

Submitted By: 

Amanda Oberacker
Recreation, Park & Facilities Manager

Approved By: 

Bradley A. Johnson, P.E.
General Manager/CEO

WINTER / SPRING 2024

recreation

NORTH TAHOE PUBLIC UTILITY DISTRICT

ACTIVITY GUIDE



RESIDENT BENEFIT PARKING PASS NOW AVAILABLE FOR 2024-25

The Resident Benefit Parking Pass allows free vehicle access to the North Tahoe Regional Park and Tahoe Vista Recreation Area. Stickers are valid for two years, from January 2024 through December 2025.

Resident Benefit Parking Pass stickers will be mailed to NTPUD residents. Shared ownership, timeshare, and multi-unit property owners will need to pick up their stickers at the NTPUD Office in Tahoe Vista.



Non-residents who wish to purchase a pass can do so online by scanning this code.

Thank you to all of the local kids who submitted art for our 2024 Resident Benefit Sticker Contest.



Parking Pass Contest Winning Artwork
Addie Jewett, 2nd Grade

HOW TO REGISTER FOR PROGRAMS + MAKE RESERVATIONS

- 1 Scan the QR code or visit ntpud.org/recreation-parks.
- 2 Click on Login/Create Account on the NTPUD CIVICREC page. (Located under "MENU" on the mobile version)
- 3 Follow the online instructions and create your account.
- 4 When creating your account, please use your **physical address** (not a P.O. Box) to receive resident rates and discounts.
- 5 Once you are logged in, browse our catalog to **register for programs or reserve a facility**.
- 6 Be sure to **remember your account password** and save your credit card to your account for quicker checkout.
- 7 Check your email for registration confirmation.
- 8 Questions? Email parks@ntpud.org. We will respond promptly.



CREATE YOUR
CIVICREC
ACCOUNT TODAY

TAHOE VISTA RECREATION AREA



SUP + Kayak Storage

- Lakefront storage for your watercraft available for rent for the 2024 Summer.
- Storage open May 1–October 31.

RESERVATIONS OPEN	SEASON
April 1 for Residents	\$125/Space
April 15 for Non-Residents	\$250/Space

P.O. Box 139 | 875 National Ave., Tahoe Vista, CA 96148
Ph: (530) 546-4212 | Email: parks@ntpud.org | ntpud.org

    @northtahoePUD @northtahoerecreation



YEAR-ROUND ONGOING PROGRAMS



TREE HOUSE YOGA

@North Tahoe Event Center



All levels vinyasa flow class. Create mental focus by linking breath and movements together. Gain strength, balance, and flexibility. Classes will finish with guided meditation.

- **Wednesdays, 4–5pm**
- Instructor: Theresa Braun

FEES	DROP-IN
Resident	\$11
Non-Resident	\$15



MARTIAL ARTS

@North Tahoe Event Center



World Tang Soo Do certified instructors Luis and Lulu Segoviano teach participants how Marital Arts support health, self-defense, respect, discipline, and fitness.

- **Tuesdays & Thursday (ongoing)**
- **5-6pm Beginner**
- **6-7pm Intermediate/Advanced**

FEES	MONTHLY
Resident	\$90
Non-Resident	\$120



JAZZERCISE

@North Tahoe Event Center

Jazzercise is a high-energy, fun fitness program for all ages that combines cardio, strength, stretching and music.

**Free 2-week trial for new members.*

- **Monday–Saturday, 8:45–9:45am**
- Instructor: Ginny Smith
- Register in person

FEES*	
Monthly	\$55
Drop-In	\$15



TODDLER TIME

@North Tahoe Event Center

Enjoy a wide open indoor space for your kids to enjoy free play with tumble mats, toys, and other fun supplies supporting your child’s development. Parents will have the opportunity to meet other local families. Caregivers must be present. Coffee, tea, and treats provided by Tree House Cafe.

- **Tuesdays & Thursdays, 10am–12pm**
- **Ages: 0 to 5 years (caregiver must be present)**
- **FREE to attend!**



GOLDEN HOUR 55+ SOCIALS

@North Tahoe Event Center

Meet other local seniors over lunch, coffee, and light snacks. Each week a different activity will be offered focused around art, health and fitness, current events, and local guest speakers. Cooked meals available upon request, call (530) 550-7600 24 hours in advance and your meal will be delivered.

- **Tuesdays, 11:30am–1pm**
- **FREE to attend!**

COMMUNITY ENRICHMENT



Lost Sauna Co — Wellness Series

@North Tahoe Event Center



BREATH. PLUNGE. SWEAT. REPEAT.

Make your health a priority in 2024. Treat yourself to the benefits of breathwork, cold plunges, and saunas.

Each week will focus on different guided breathing techniques in the Event Center Lakeview Room, followed by group plunge and sauna sessions.

- **Dates:** Every Sunday in February (2/4, 2/11, 2/18, 2/25)
- **Time:** 9am–12pm

FEES	SERIES	DROP-IN*
Resident	\$100	\$30
Non-Resident	\$125	\$35

*Opens January 16.



Tuesday Art Series

@North Tahoe Event Center

Whether you are an experienced artist or looking to try something new, these classes will teach you a variety of skills across a broad range of art disciplines. Materials and professional instruction provided for all classes.

Instructor: Nicole Stirling

YOUTH CLASSES

- **Time:** 4–5pm
- **Ages:** 8–13
 - Color Theory Spheres (1/30)
 - Colored Pencil Plants & Mushrooms (2/6)
 - Abstract Acrylic Cats or Dogs (2/13)
 - Watercolor Gemstones (2/27)
 - Illustrative Desert Landscape (3/5)
 - Yarn Painting (3/12)

ADULT CLASSES

- **Time:** 5:30–7:30pm
- **Ages:** 18+
 - Light Source Spheres (1/30)
 - Colored Pencil Botanicals (2/6)
 - Abstract Acrylic Cats or Dogs (2/13)
 - Watercolor Anatomical Heart (2/27)
 - Illustrative Desert Landscape (3/5)
 - Negative Space Zentangle (3/12)



FEES	6-WEEKS
Resident	\$150
Non-Resident	\$200
Drop-In	\$35/Resident \$40/Non-Res.

COMMUNITY ENRICHMENT



MEET THE INSTRUCTOR

Brittnee Bramy has been teaching youth dance classes in North Lake Tahoe since 2008, after graduating with a Major in Dance from Santa Monica College and a B.A. in Dance Production from UNLV. She specializes in: Jazz, Ballet, Modern Dance, and World Dance.

@North Tahoe Event Center

Kids will learn to express themselves through the joy and fun of dance! Techniques learned during this 12-week class will build up to an end of session performance on the Event Center stage.

- **Dates:** Thursdays, January 25 to May 2 (no class 2/22, 4/4)
- **Age/Time:** 4 to 6 years, 3-4pm
7 to 10 years, 4-5pm

FEES*	SERIES
Resident	\$225
Non-Resident	\$330

*Includes costume fee.

KINGS BEACH *After Dark*

FREE Friday Night Family Events

Starting at 6pm

@North Tahoe Event Center

JANUARY 26 Family Yoga Night

Bring the whole family to the Event Center for a FREE fun family yoga class. All ability levels and ages are welcome. Bring your own mat or borrow a mat. After class enjoy a light healthy snack, and meet other local families.

MARCH 1 Family Movie Night

Family Choice. Scan the QR Code to vote for your family's favorite movie! The movie with the most votes will be played on our NEW big screen.



MARCH 29 Family Game Night

Race through an indoor family obstacle course, experience minute to win it challenges, play in a rock paper scissors speed tournament, and head home with a silly family photo. Join us for a fun and memorable night.

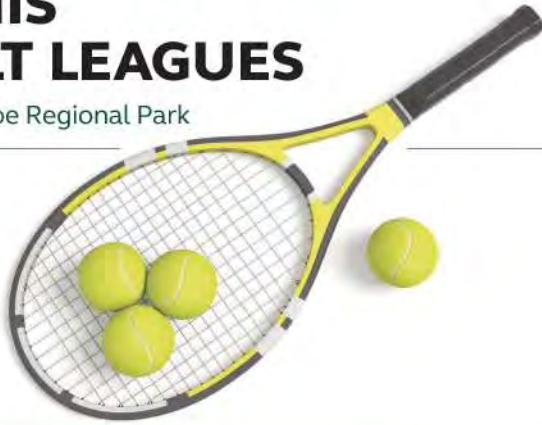
APRIL 26 Parent's Night Out

Drop your kids off and enjoy a night out on the town! Local youth will enjoy fun games, dinner, and a movie (rated PG or G) with their friends and recreation staff. Youth must be grades K-5 and register in advance.

SPORTS + FITNESS

TENNIS ADULT LEAGUES

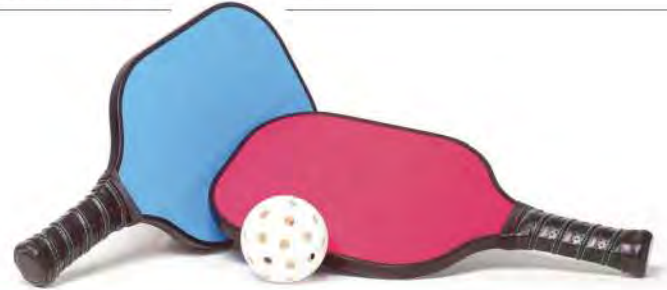
@North Tahoe Regional Park



DIVISION	DAYS	TIME
Men's Singles	Thursdays	5–8pm
Women's Singles	Thursdays	5–8pm
Men's Doubles	Tuesdays	5–8pm
Women's Doubles	Wednesdays	5–8pm
Mixed Doubles	Saturdays	8–11am

PICKLEBALL ADULT LEAGUES

@North Tahoe Regional Park



DIVISION	DAYS	TIME
Women's Doubles	Tuesdays	5–8pm
Men's Doubles	Wednesdays	5–8pm
Mixed Doubles	Thursdays	5–8pm
Drop-in Round Robins	Saturdays	9–11am

Players in ALL divisions for Tennis and Pickleball will be divided into groups based on player ability levels (self-ratings) and age.

- **Dates:** May 27–July 27 (weather dependent, no matches 4th of July week).

FEES	LEAGUE / PER PLAYER	DROP-IN*
Resident	\$45	\$7
Non-Resident	\$60	\$10

*Drop-in for Round Robins only

For more information about Tennis and Pickleball programs join the Tennis & Pickleball Player List. Scan the QR Code.



COURT RESERVATION INFO

RESERVE A COURT FOR SPRING PLAY!

Courts are available on a “first-come, first-served” basis at no charge, unless reserved.

- **TENNIS COURTS: #2, #3**
- **PICKLEBALL COURTS: #4, #5, #6**
- Players can reserve one 2-hour block between 7am–7pm.
- Reservations must be made online 24 hours in advance.
- Players are required to present their proof of reservation (permit) to any players on the court to secure their court.
- For special event or tournament reservations please contact — parks@ntpud.org



RESERVATION FEES	PER HOUR
Resident	\$15
Non-Resident	\$30

SPORTS + FITNESS



INDOOR PICKLEBALL

@Boys & Girls Club of North Lake Tahoe

DROP-IN ORGANIZED PLAY

- Saturdays, 8am-1pm

Three courts are available for all ability levels. Balls and nets provided. BYO paddle. Please wear appropriate court shoes.



BEGINNER SATURDAY CLINICS

- **Dates:** January 20, February 17, March 16, April 20
- **Time:** 12-1pm

Elevate your play by increasing your accuracy and consistency across a variety of shots. Focus will be placed on maintaining optimal court position, playing to your strengths, and exposing your opponent's weaknesses.

INTERMEDIATE SATURDAY CLINICS

- **Dates:** January 27, February 23, March 23, April 27
- **Time:** 12-1pm

Learn the fundamental skills, shots, and rules of the country's fastest growing sport. New players must complete this course before participating in drop-in play.

DROP-IN FEES	PER DAY	10-PACK
Resident	\$7	\$50
Non-Resident	\$10	\$70

CLINIC FEES	PER CLINIC
Resident	\$20
Non-Resident	\$30

NORTH TAHOE REGIONAL PARK

6600 Donner Rd., Tahoe Vista, CA 96148



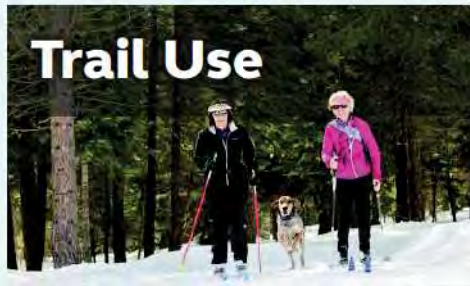
Sledding

The park offers three areas that are groomed and maintained for sledding.

◆ **SUNNY SLOPE:** Located above Field #4, Sunny Slope is our steepest, fastest and longest sledding area with a beautiful lake view.

■ **TOWER HILL:** Located above the upper parking lot, Tower Hill is a smooth long gradual downhill. The pines provide a break from the sun.

● **THE MELLOW MEADOW:** Located at the main park gate, Mellow Meadow is great for toddlers or first time sledders.



Trail Use

- Walkers and snowshoes, please keep to side of trails.
- Nordic skiers, please use the middle of the trail.
- Yield to uphill skiers.
- Be prepared for variable weather conditions.
- Limit sledding to designated areas.
- Stay alert. Be safe.
- Leave no trace, pack out your trash.



Grooming



SCAN FOR TEXT ALERTS

Trails will be groomed Mondays and Fridays, weather dependent. Grooming updates will be posted on our social media, or scan the QR code to sign up for text alerts.

PARKING FEE	MONDAY - FRIDAY	WEEKENDS + HOLIDAYS
Resident	Free w/Parking Pass	Free w/Parking Pass
Non-Resident	\$5	\$20

COMMUNITY EVENTS



Nordic Nights Under the Lights

JANUARY 19, FEBRUARY 16, MARCH 15

Stride and glide under the lights at the park. Races, hot cocoa, music, and s'mores.

- **Where:** North Tahoe Regional Park, Field #1
- **When:** 5-7pm
- **Fee:** FREE!



Spring Scavenger Hunt

SUNDAY, MARCH 30

Join us at the Aspen Trail (ADA accessible) for an adventurous hunt, fun games and activities, music, and more! Visit the Easter Bunny at 10am.

- **Where:** North Tahoe Regional Park
- **When:** 9am-12pm
- **Fee:** FREE!



Pancake Breakfast & Kings Beach Parade

SATURDAY, MARCH 9

Eat a delicious pancake breakfast and enjoy live music before heading out to enjoy the Kings Beach SnowFest! Parade.

- **Where:** North Tahoe Event Center
- **When:** 8-11am
- **Pancake Breakfast Fee:** \$10/adult, \$5/child



May Meltdown Disc Golf Tournament

SUNDAY, MAY 19

Kick off your disc golf season at the North Tahoe Disc Golf Course for this fun one day, two round tournament. Divisions for all ability levels. PDGA Sanctioned C-Tier Event.

- **Where:** North Tahoe Regional Park
- **When:** Round 1: 9am start, Round 2: 2pm start
- **Fee:** \$30/residents, \$40/non-residents

P.O. Box 139 | 875 National Ave., Tahoe Vista, CA 96148

Ph: (530) 546-4212 | Email: parks@ntpud.org | ntpud.org

    @northtahoePUD @northtahoerecreation





**NORTH TAHOE
PUBLIC UTILITY DISTRICT**

DATE: January 9, 2024 **ITEM:** H-5
FROM: Planning and Engineering Department
SUBJECT: Planning and Engineering Department Status Report
DISCUSSION: Capital Improvement Projects, Internal Operations & Planning, and Outside Agency/Private Development

CAPITAL IMPROVEMENT PROJECTS

The Engineering Division is managing the following CIP projects.

Construction Phase Projects

Golden and Rainbow Watermain Improvements Project (Project #2264): This project will construct approximately 7,700 linear feet of new watermain in the Golden Avenue, Rainbow Avenue, Steelhead Avenue (partial), and Secline Street rights-of-way in Kings Beach, see image below. The new watermain will replace the existing small-diameter watermains located along the back of the properties and provide fire hydrant coverage to all properties within the project area in accordance with the California Fire Code.

Status: All infrastructure is complete and in service, including 7,928' of new 8" watermain, 12 fire hydrants, 190 service lines with meter sets. Punch list corrections are complete. Staff is conducting final inspections and preparing a Notice of Completion for February 2024.



Valve Boxes Paved

Vinciguerra Construction – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$4,897,130	\$118,723	\$5,015,853	\$4,221,177.54	\$794,675.46
Estimated Construction Status as of 12/31: 100% complete				

Carnelian Bay North Lake Blvd Watermain Improvements Project: This project will construct approximately 3,100 linear feet of new watermain in the State Route 28 right-of-way between Gar Woods Restaurant and Watson Creek. The new watermain will replace the existing small-diameter watermain currently in service and add fire hydrants in accordance with California Fire Code standards.

Status: All infrastructure is complete and in service, including 3,042’ of new 12” watermain, 6 new fire hydrants, 33 new water services with meter sets. All customers are connected to the new main. The old 2” main is out of service. Punch list corrections are complete. Staff is conducting final inspections and preparing a Notice of Completion for February 2024.

Vinciguerra Construction – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$3,223,210	\$87,480.50	\$3,310,690.50	\$3,052,325.29	\$258,365.21
Estimated Construction Status as of 12/31: 100% complete				

Packaged Satellite Sewer Pump Station Improvements Project (Project #2244):

This project will replace five (5) packaged sewer pump stations (S-1, S-2, N-2, D-2, and D-5), including the control systems, power connections, and appurtenances, with five new similar packaged sewer pump station systems. This project includes improvements to the controls, power, and communication at S-3 necessary to operate Satellite Pump Station S-1 and S-2.

Status: All five of the new pump stations have been installed and are in operation. The contractor is waiting for a long lead time for electrical panels for installation and completion of the project. That equipment is not anticipated until March of 2024. Contractor is completing punch list and site clean-up.



Old Pump Station D-5



New station at S-1

K.G. Walters Construction Co., Inc. – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$807,000.00	\$117,899.79	\$924,899.79	\$828,732.30	\$96,167.49
Estimated Construction Status as of 12/31: 94% complete				

Regional Park Tennis/Pickleball Court Reconstruction Project (Project #2392): A 2022-2023 Capital Improvement Project to reconstruct the existing tennis courts with a combination of tennis and pickleball courts in the North Tahoe Regional Park.

Status: The Board of Directors awarded a construction contract to McCuen Construction, Inc. at the May 9, 2023 meeting. McCuen Construction has completed construction. The authorization to issue a Notice of Completion is on the agenda of the January 9, 2024 Board Meeting. The courts opened to the public on October 28th.



McCuen Construction, Inc. – Construction Contract Status:

Original Contract Amount	Change Orders	Current Total Contract Amount	Total Payments for Work Completed	Current Balance to Completion (including retention)
\$2,282,693.71	\$80,006.13	\$2,362,699.84	\$2,244,564.85	\$118,134.99
Estimated Construction Status as of 12/31: 100% complete				

Uniform Public Construction Cost Accounting Act

The District elected to participate in the Act to utilize alternative bidding procedures for public works projects. This section reports out contracts awarded for projects between \$15,000 and \$60,000 that are now issued under the General Manager's authority.

ACTIVE PROJECTS			
Project	Contractor	Contract Amount	Award Date
Pickleball Shade Sail	Leo's Awnings and Interiors LLC.	16,500	November 29, 2023
The 2022-2023 Regional Park Tennis/Pickleball Court Reconstruction Project included shade sail posts within the pickleball courts for NTPUD to provide shade sails. The posts have been installed, and this project is to furnish and install the shade sails. The sails will be fabricated over the winter and installed in early spring 2024.			
NAWTP PLC Redundancy Module Upgrade	Tesco Controls, Inc.	\$30,860	October 25, 2022
Staff has identified a failure in the hot standby programmable logic controller (PLC) at the National Avenue Water Treatment Plant. The issue is that the redundancy module that provides communication and synchronization between the primary and hot standby PLC has failed. This work is an unbudgeted capital project in the Water Fund. Staff expects that there will be available funds from other project budgets not fully expended within the FY 2023/24 Water Capital Budget. Staff will continue to monitor the Water Capital Budget and will agendize a formal budget augmentation at a future meeting, should doing so become necessary. The install date is February 2024 because of the long lead times to acquire computer parts.			
COMPLETED PROJECTS			
Tennis Gazebo Roof Replacement	Kodiak Union Roofing Services Inc.	\$19,970	November 6, 2023
The 2022-23 winter's heavy snowfalls damaged the existing gazebo roof. The snow partially slid and was caught by the gutter bending three sides. The replacement roof system has been designed to freely shed the snow to ensure this problem does not repeat itself. This project is complete.			
Corp. Yard Paving	Lakeside Paving	\$24,999	September 29, 2023

The NTPUD Corporation Yard's asphalt had reached its end of life and was identified by NCE for replacement in the pavement maintenance plan. Utilizing the excess budget in the Pavement Maintenance Plan capital project, we were able to remove and replace 4,600 SF of "alligating" asphalt. NTPUD crews removed the existing asphalt and prepared the base to help reduce the overall cost of the project. This project is complete.

Potable Water Tank Inspection and Cleaning Services	Catalyst Diving, Inc.	\$15,745	August 18, 2023
-----------------------------------------------------	-----------------------	----------	-----------------

Underwater evaluation/inspection of all interior tank components using a diver or a remotely operated vehicle and removal of sand, silt, sediment and other accumulations on the bottom of the Districts 8 potable water tanks. Epoxy lining repairs may be required as directed according to the submitted pricing. The scope of work also includes the inspection and cleaning of the District potable water chlorine contract chamber located at the water treatment facility. The complete inspection shall be provided in electronic format to the District that includes video, audio and photos. The project is complete.

Tahoe Vista Recreation Area Web Camera	Intermountain Electric, Inc.	\$17,815	August 11, 2023
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Underground communication conduits and a mounting pole were installed at TVRA as part of the Peninsula Improvement Project. This project provided the additional conduit and CAT6 cables required to operate a web camera. The project is complete.

CW2 Tank Welding	Joel's Welding and Fabrication, Inc.	\$23,400	August 10, 2023
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The Carnelian Woods 2 water tank's safety railing on the top of the tank was damaged during the winter of 2022-23. This project replaces the railing with heavier gauge metal to withstand heavy snowfall and improve safety for staff working on the tank. This project is complete.

Concrete Panel Repair	GLA-Morris Construction, Inc.	\$15,678.80	July 27, 2023
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Several concrete sidewalk panels and sections of curb and gutter were damaged during sewer and water repairs over the last couple years. This project replaced the temporary cold patch asphalt with concrete. The project is complete.

Kayak and SUP Racks	MSM Sheet Metal & Steel Fabrication	\$23,489.27	March 28, 2023
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Fabricate and powder coat three (3) kayak racks and two (2) stand-up paddleboard racks to be installed at TRVA. The project is complete.

NTEC Card Lock System	FLS, Inc.	\$25,599.95	March 23, 2023
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Install a networked access control system at the main entrances to the North Tahoe Event Center. The lock system was installed on the Administration, Vehicle Shop, and Sprung Structure at Base nearly a year ago, and Staff is pleased with the technology.

This project will modernize NTEC facilities and improve building security. The project is complete.			
NTEC Projector and Motorized Screen	Teledata Technologies	\$21,723.90	February 6, 2023
Install a projector mounted to the ceiling and a motorized screen in the Timberline Room at the North Tahoe Event Center. The existing projector screen is manually controlled by ropes and requires Staff to raise and lower the screen from a ladder. The existing projector is on a mobile cart, which regularly conflicts with the desired room layout and requires extension cords for power. This project will modernize NTEC facilities and improve worker safety. The project is complete.			

Design / Bid Preparation Phase Projects

NTEC Architectural Planning Study (Project #2049): A 2022-2023 Capital Improvement Project to retain an architectural consultant to complete a planning study for the North Tahoe Event Center.

Status: The draft NTEC Architectural Planning Study was presented to the Recreation and Parks Commission at their October 26th Meeting and the Board of Directors at the November 14, 2023 Board Meeting. NTPUD staff has reached out to Goring and Straja Architects (GaS) to revise the study based on the Commissioners’ and Directors’ feedback.

NTEC Emergency Generator (Project #2192): A 2022-2023 Capital Improvement Project to add an emergency generator at the North Tahoe Event Center. The project is grant-funded in part by FEMA and Placer County.

Status: NTPUD has retained PR Design and Engineering to complete the design and bid documents. Dudek has prepared an acoustical study to calculate the level of noise at the property line. Design work is complete and has been submitted to Placer County for approval. The project is scheduled to be bid in February 2024 and construction is scheduled for summer/fall 2024.

Wayfinding and Destination Signage Project (NTEC Sign) (Project #2040): A Capital Improvement Project to add a changeable message monument sign at the North Tahoe Event Center. The project is grant-funded in part by Placer County.

Status: PR Design and Engineering has completed a preliminary sign design and site layout. On January 24th, the project was presented to the Placer County Design Review Committee as an informal item and received generally positive feedback. Following the presentation to the Design Review Committee, Placer County and TRPA have determined a changeable message board sign will require a code amendment. As the code amendment will take significant time and effort to complete NTPUD staff and PR Design and Engineering have decided to pivot and instead focus on improving the existing

building signage. PR Design is in the process of preparing preliminary drawings of the proposed building signage.

Kings Beach Grid Watermain Replacement and Fire Hydrant Installation Project: Pre-design work (survey, biological assessment, and archaeological) for a 2023-2024 capital project to replace waterlines and add fire hydrants in Kings Beach Grid, specific locations include Secline Street south of SR 28 to the end of Brockway Vista Drive, and segments along Trout, Brook, and Salmon Avenue, and Raccoon and Chipmunk Street. The project is grant funded in part by Placer County Water Agency.

Status: Auerbach Engineering has completed the topographic survey of the project area. Dr. Susan Lindstrom has completed the archeological study. Ascent Environmental, Inc. has completed the biological assessment. NTPUD Engineering Staff is actively preparing construction drawings for the watermain replacement in Trout Avenue.

North Lake Boulevard at Speedboat and Brockway Vista Watermain Project Brockway: Pre-design work (survey, environmental, and archaeological) for a future Capital Improvement Project to replace waterlines and add fire hydrants along SR28 from Park Avenue to the main entrance to Cal-Neva, including the entirety of Yacht Street, White Cap Lane, Pelican Dive and Pilot Circle and segments along Lake Street. Additionally, Runnymede Lane and Suffolk Place in the Kingswood area are included in the project. The project is grant-funded in part by the Placer County Water Agency.

Status: Auerbach Engineering has completed the topographic survey of the project area. Dr. Susan Lindstrom has completed the archeological study. Ascent Environmental, Inc. has completed the biological assessment. NTPUD Engineering Staff is in the process of preparing construction drawings for the watermain improvement project.

Pavement Maintenance Analysis (Project #2406): Identify and prioritize pavement maintenance projects that can be performed in future budget years. The analysis includes inspection of existing pavement conditions using a basic Good/Fair/Poor method.

Status: NTPUD has retained Nichols Consulting Engineers (NCE), to prepare a Pavement Maintenance Plan. NCE has inspected all NTPUD's pavement assets and prepared the pavement maintenance plan.

North Tahoe Regional Park Multi-Purpose Trail Connection: A FY23/24 Capital Improvement Project to begin the design of extending the Pam Emmerich Memorial Pinedrop trail to the lower restroom. The proposed trail will improve pedestrian/bicycle mobility through the Regional Park and reduce the safety hazards associated with trail users having to navigate through the parking lot.

Status: Placer County Board of Supervisors finalized a Transit Occupancy Tax (TOT) grant in the amount of \$100,000 to fund the planning and design of the NTRP Multi-Purpose Trail Connection Project. Formal acceptance of the grant and authorization of a

final design contract is anticipated to be on the agenda of the February 13, 2024, Board Meeting.



Representative image of pedestrians and bicyclists occupying the vehicular travel way.

INTERNAL OPERATIONS & PLANNING

Psomas, the District's water modeler, is actively engaged with the Agate and Fulton Water Companies to develop their water system models. Staff has submitted the annual water audits for the Tahoe Main, Carnelian, and Dollar water systems. This is a regulatory requirement in California that assesses all the production and uses of water in a water system and calculates the real water losses for each system. Staff also submitted the new Interim Annual Water Use Report as part of California's "Making Conservation a California Way of Life" Rule. This new regulatory framework proposed by State Water Board staff establishes individualized efficiency goals for each Urban Retail Water Supplier. Rulemaking has not been completed, but reporting is now required by Legislation.

FUNDING OPPORTUNITIES

Bureau of Reclamation 2024 WaterSMART Grant (#R24AS00052): Staff is preparing a grant application to upgrade our existing 3,500 water meters with new, ultrasonic flowmeters utilizing cellular endpoints for data communication. The grant is for the purchase of the new meters and requires a 50% District match. If the District is successful in receiving the grant, the installation would be performed by a Contractor

through the public bid process. The grant application is due February 22, 2024. Grant evaluation would be conducted through the summer of 2024.

California Department of Water Resources Division of Drinking Water (DWR) State Revolving Fund (SRF):

Watermain Projects

Staff are preparing an application for SRF funding to complete the remaining approximately 15,200 linear feet of watermain in the Kings Beach Grid and to replace approximately 7,000 linear feet of watermain in the Brockway subdivision. The first step was to determine whether the loan would be a principal forgiveness loan if the service area was determined to be a Disadvantaged Community (DAC). The State hired a consultant and performed the median household income survey and determined that our application did not meet the standards for DAC.

Staff next had a conference call with our Application Representative and discussed the findings and reviewed the next steps in submitting a completed application. The State ranks project criticality from Category A (most critical) to Category F (least critical). The District's project is now a Category F after it was determined it was not DAC. The Representative also stated that the State is only considering Category A, B and C projects for SRF eligibility in the current State Fiscal Year Budget ending on June 30, 2024.

In reviewing the project with the Representative, there is the potential to move this project from Category F up to Category D, which would improve its priority on the list and increase its potential for receiving favorable funding terms. The SRF low interest loans are currently at a 1.25% interest. However, as stated above, the project would still not be considered in the current Fiscal Year eligibility for the SRF.

The timeline to submit a SRF application and receive a completed status from the State, which includes Technical, Financial, Environmental and Administrative packages, is typically 12 to 18-months for this type of project which pushes us into the next California Fiscal Year, FY2025. The Representative expected funding to be available for Category D, E & F projects in future fiscal years which should line up with our application timeline.

Water System Consolidation

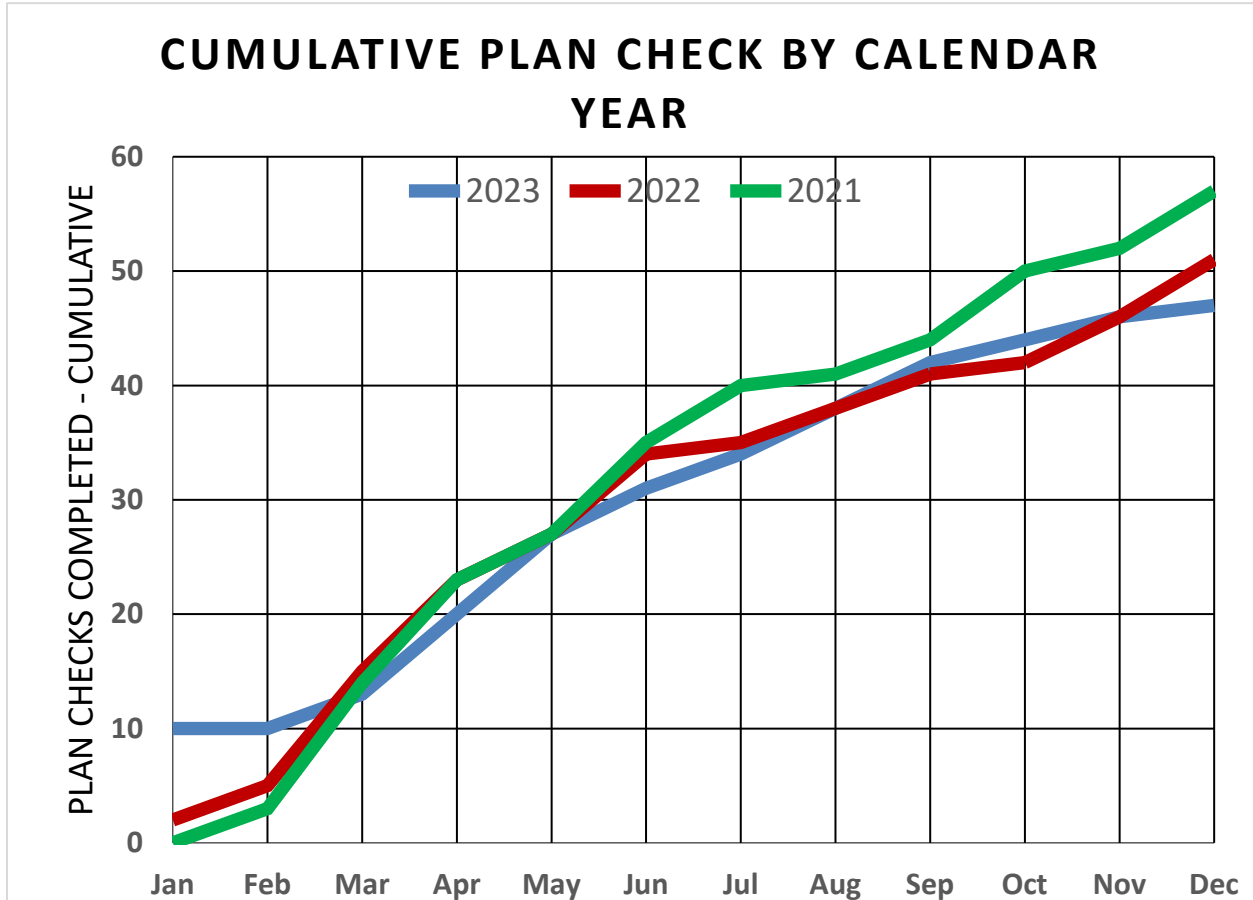
Staff has spoken with an Application Representative at the State Water Board on funding opportunities for water system consolidation. The first step, similar to the watermain application process, is to determine the median household income and determine the project's eligibility status. The process and threshold are different for consolidation since funding is available for communities up to 150% of MHI. Staff has submitted the water system boundaries to the State for evaluation.

California Energy Commission Electric Vehicle Infrastructure Grant (#20-TRAN-04): Staff has been monitoring this funding opportunity to install electric vehicle charging

stations for District vehicles. The Notice of Funding Opportunity (NOFO) has not yet been released. Staff will be participating in an upcoming workshop on January 9, 2024.

OUTSIDE AGENCY/PRIVATE DEVELOPMENT

Plan Reviews



REVIEW TRACKING:

Submitted By: *Joseph J. Pomroy*
Joseph J. Pomroy, P.E.
Engineering and Operations Manager

Approved By: *Bradley A. Johnson*
Bradley A. Johnson, P.E.
General Manager/CEO



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024 **ITEM:** G-6
FROM: Operations Department
SUBJECT: Operations Department Status Report
DISCUSSION: Department Highlights for the month of December, 2023

Maintenance Division

Annual root cutting of gravity mains is complete. Annual manhole inspections are on-going. We witnessed five pressure tests for Ord 100 in December, four of which were required for escrow. A water sampling station was relocated in Kingswood due to poor winter access of the existing spigot. Water samples are pulled from Kingswood once each month and submitted for testing per state regulations. We performed a bypass test to our upper water systems from the Park Tank to Regency Way per our Strategic Plan, Goals 1 & 4 (see attachment). At D1, D3 & D4 sewer satellite stations, old cast iron flapper valves were replaced with more modern Tideflex brand non clogging check valves. This job required confined space entry to access the wet wells, and Technicians standing by to monitor and control fluid levels while the work was being done. We reported two Category 4 sewer spills. A Category 4 spill is defined as a sewer spill that is less than 50 gallons and does not discharge to surface waters.

At the December Board Meeting, the Board asked for additional clarification on the repair of a watermain leak on Beaver Street. The 5-gallon per minute leak occurred in the 400 block of Beaver Street on the 12" C900 PVC watermain installed in 2007. Staff were able to identify a small defect in the pipe where the leak occurred and probably had been there since the installation date. The pipe is in excellent shape adjacent to the defect and appears to be an isolated spot. The leaking water was running under the pavement and surfaced over 200 feet from the leak, making it difficult to locate. Staff also had difficulty locating the leak because our leak correlators perform poorly on plastic pipe. Staff instead had to perform exploratory holes to find the leak and repair it.

Technician Division

Daily, weekly, and monthly PMs were completed. Annual maintenance of the air compressors servicing the bubbler system at all wet well stations were completed. The bubbler is an automated monitoring system for wet wells where compressed air is forced through an airline to accurately measure and report water level. Annual maintenance of check valves on four pumps at Dollar Main sewer station is done, this yearly task requires each valve to be torn down, cleaned, inspected, and rebuilt.

Fleet Division

In December, 26 work orders were completed in Fleet, 11 of those were scheduled preventative maintenance (oil change and full inspection) of miscellaneous vehicles. Monthly inspection of emergency equipment, quarterly inspection of large equipment, and shop maintenance was done.

Departmentwide in December


Topics of safety training in December included AC pipe refresher and Safe Winter Driving.


As an aside: In December 2022, 455 hours were spent on snow removal, this December, a mere 11 hours were spent on the same task. 😊

REVIEW TRACKING:

Submitted By: CColburn
Catherine Colburn
Operations Coordinator

Reviewed By: 
Kenneth P. Fischer
Operations Manager

Approved By: 
Joseph J. Pomroy, P.E.
Engineering and Operations Manager

Approved By: 
Bradley A. Johnson, P.E.
General Manager/CEO

Strategic Plan Goal 1:

Optimize preventative maintenance of District utility system assets.

Maintain District utility system up-time with a focus on redundancy and reliability.

Strategic Plan Goal 4:

Ensure the District's support facilities are well maintained and adequate for all operations.

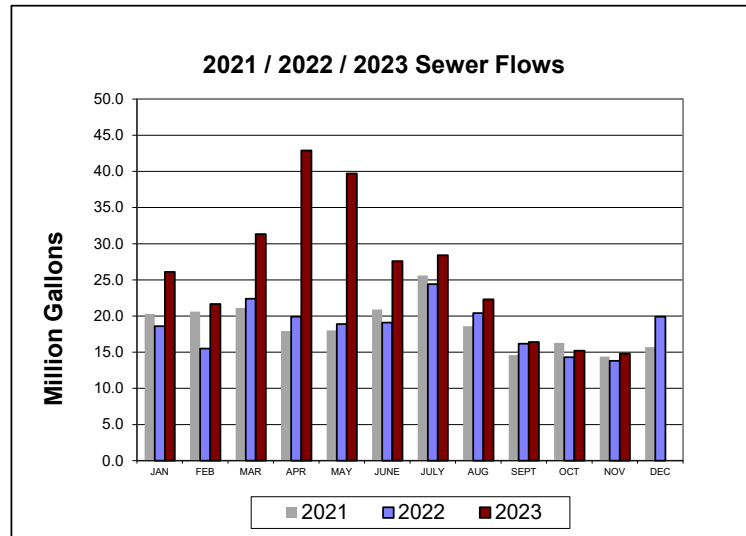
Actively address emergency preparedness and climate resilience and adaptation in District operations.

In 1976, the NTPUD installed an emergency bypass water main to allow for the pumping of water from the Regional Park Tank up to Regency Way. In December we tested this system; we flushed the main line, worked the valves, and ran the portable water pump. The pump was connected to the system and successfully moved several thousand gallons of water from one zone to another. In an emergency, if our normal transmission main from Zone 2 to Zone 3 were to fail, this process would allow us to transfer roughly 450 gallons per minute to the upper Regency Way area with relative ease and reliability.

Sewer

Monthly

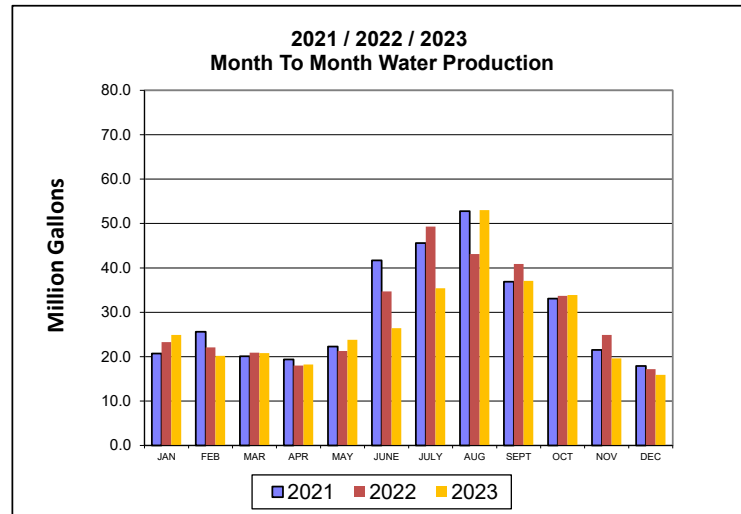
	2021	2022	2023
JAN	20.3	18.6	26.1
FEB	20.6	15.5	21.6
MAR	21.1	22.4	31.3
APR	17.9	19.9	42.9
MAY	18.0	18.9	39.7
JUNE	20.9	19.1	27.6
JULY	25.6	24.4	28.4
AUG	18.6	20.4	22.3
SEPT	14.6	16.2	16.4
OCT	16.3	14.3	15.2
NOV	14.4	13.8	14.8
DEC	15.7	19.9	
Average	18.7	18.6	26.0
Total	224.0	223.4	286.4



Water

Monthly

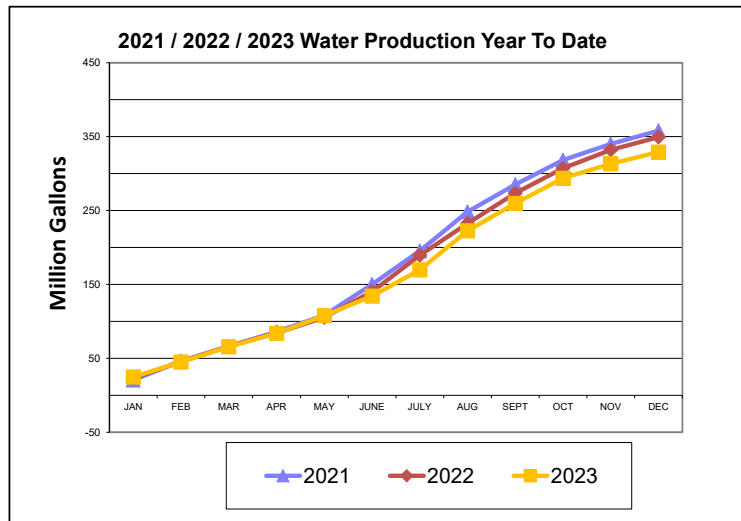
	2021	2022	2023
JAN	20.7	23.3	24.9
FEB	25.6	22.1	20.2
MAR	20.1	20.9	20.8
APR	19.4	18.0	18.2
MAY	22.3	21.3	23.8
JUNE	41.7	34.7	26.4
JULY	45.6	49.3	35.4
AUG	52.8	43.1	53.0
SEPT	36.9	40.9	37.1
OCT	33.1	33.7	33.9
NOV	21.5	24.9	19.6
DEC	17.9	17.2	15.9



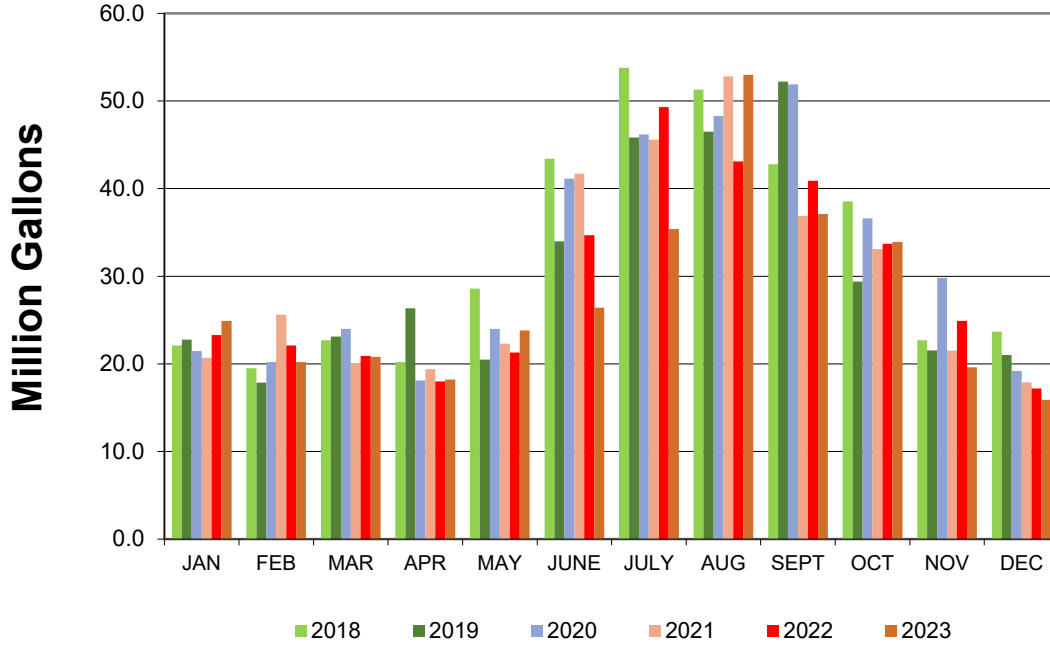
Water

Cumulative

	2021	2022	2023
JAN	20.7	23.3	24.9
FEB	46.3	45.4	45.1
MAR	66.4	66.3	65.9
APR	86.0	84.3	84.1
MAY	108.3	105.6	107.9
JUNE	150.0	140.3	134.3
JULY	195.6	189.6	169.7
AUG	248.4	232.7	222.7
SEPT	285.3	273.6	259.8
OCT	318.4	307.3	293.7
NOV	340.1	332.2	313.3
DEC	358.0	349.4	329.2



Total Water Production 2018 - 2023



District Water Production

YEAR	2018	2019	2020	2021	2022	2023	2018-22 5-yr Avg	2023 vs 5 yr Avg
JAN	22.1	22.8	21.5	20.7	23.3	24.9	22.5	110%
FEB	19.5	17.8	20.2	25.6	22.1	20.2	20.9	97%
MAR	22.7	23.1	24.0	20.1	20.9	20.8	21.9	95%
APR	20.2	26.4	18.1	19.4	18.0	18.2	20.0	91%
MAY	28.6	20.5	24.0	22.3	21.3	23.8	23.4	102%
JUNE	43.4	34.0	41.2	41.7	34.7	26.4	36.9	72%
JULY	53.8	45.8	46.2	45.6	49.3	35.4	46.0	77%
AUG	51.3	46.5	48.3	52.8	43.1	53.0	49.2	108%
SEPT	42.8	52.2	51.9	36.9	40.9	37.1	43.6	85%
OCT	38.5	29.4	36.6	33.1	33.7	33.9	34.2	99%
NOV	22.7	21.6	29.8	21.5	24.9	19.6	23.3	84%
DEC	23.7	21.0	19.2	17.9	17.2	15.9	19.1	83%
Total	389	361	381	358	349	329	368	90%

MONTH: December 2023

Compiled By:

Michael Harper

Water Production:	Gallonge	Pump run	COMMENTS
National Ave. Treatment Plant	13,142,000		
Park Well	1,114,520	20 hrs	928.8 AVG GPM
Carnelian Well	873,736	73.7 hrs	197.6 AVG GPM
Dollar Inter-Tie	740,000		
Total Production	15,870,256		



NORTH TAHOE PUBLIC UTILITY DISTRICT

DATE: January 9, 2024

ITEM: H-7

FROM: Office of the General Counsel

SUBJECT: Legal Report

Below is a summary of noteworthy legal items for this month:

Legislative Updates

1. CARB Compliance for Construction Contractors and Public Agencies

Starting January 1, 2024, public agencies must now comply with California Air Resources Board ("CARB") approved amendments to the In-Use Off-Road Diesel-Fueled Fleet regulations ("Regulations"), which has historically impacted construction contractors ("Contractors") who own off-road diesel fleet vehicles (e.g., construction equipment). The amended Regulations now place monitoring obligations on California public agencies.

The Regulations apply to all "Public Works Awarding Bodies," which are broadly defined as "any public agency (state, county, city, school board, water district, etc.), or official thereof, in the state of California, that awards or enters into a contract for the erection, construction, alteration, repair, removal, or improvement of any public structure, building, road, or other public lands, property, or improvement of any kind." While these Regulations apply to almost all public works projects, the above definition does not expressly apply to regularly scheduled maintenance.

The Regulations require Public Works Awarding Bodies to obtain valid Certificates of Reported Compliance ("CRC") from all Contractors and listed subcontractors prior to awarding the project. The Public Works Awarding Body is also required to retain CRCs for three years after the project is complete, and the CRCs are subject to CARB review upon five calendar days' notice. One issue that has caused concern among public agencies is that post-bid submission of CRC's may lead to protests; for example, a public agency would have to reject a low bidder or any of its listed subcontractors who fails to provide its CRC (or perhaps does not have compliant CRC), or alternatively wait for the low bidder to become CARB compliant before the award. Therefore, one way to avoid this situation is to require that the documentation be submitted with the Contractor's bid so that the responsiveness of the bid can be immediately evaluated.

There are several exemptions to compliance with the Regulations including:

- Emergency Operations
- Renewable Diesel Exemptions (based on fleet engine type or weather restrictions)
- Unavailability of Renewable Diesel

2. Updates to State Water Resources Control Board's Cross-Connection Control Policy Handbook

On December 19, 2023, the State Water Resources Control Board ("State Board") adopted an update to the Cross-Connection Control Policy Handbook ("CCCPH"), which establishes standards intended to ensure that a public water system's ("PWS") drinking water distribution system will not be subject to the backflow of liquids, gases, or other substances. Before adopting the CCCPH, California's regulations pertaining to cross-connection control were set forth in regulations in California Code of Regulations Title 17. The CCCPH updates those regulations in Title 17, which are no longer operative following the adoption of the CCCPH. Notably, a PWS must implement a cross-connection control program that complies with the standards adopted by the State Water Board.

While most of the existing Title 17 requirements were carried over to the CCCPH with changes providing clarification and new requirements, the following is a summary of the larger changes between the existing Title 17 requirements and the CCCPH.

The six elements of PWS responsibility and scope of program in Title 17, section 7584 will be expanded to ten elements. The current six elements are summarized as:

- Adoption of operating rules or ordinances
- Conducting of surveys (hazard assessments)
- Provisions for backflow protection
- Provision of person trained in cross-connection to carry out the program
- Establishment of procedure for testing
- Maintenance of records

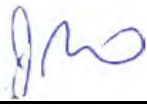
The following Four elements have been added to the responsibility and scope of the PWS cross-connection control plan:

- Use of certified backflow prevention assembly testers and cross-connection control specialists
- Backflow incident response, reporting, and notification
- Public outreach and education


- Local entity coordination

The CCCPH also requires that PWS's prepare a Cross-Connection Control Plan that describes how the PWS will achieve compliance with the CCCPH. Additionally, the CCCPH adds minimum requirements for backflow prevention assembly tester and cross-connection control specialist certification programs and includes various changes to the minimum backflow protection. The CCCPH will take effect on July 1, 2024, and the State Board will release additional guidance documents in the coming months.

REVIEW TRACKING:

Submitted By: 

Joshua Nelson/BB&K
District Counsel

Approved By: 

Bradley A. Johnson, P.E.
General Manager/CEO

**Board of Directors
Long Range Calendar**

January 2024 Dates of Interest	Date				
Toddler Time & Golden Hour Socials	ongoing Tuesday	10 a.m. & 11:30 a.m.	NTEC		
Winter/Spring Activity Guide Release	1/6/2023				
Nordic Nights Under the Lights	1/27/2023				
Joint Special Board Meeting (TCPUD/NTPUD)	1/31, 11 a.m. - 1 p.m				
February 2024 Dates of Interest	Date				
Toddler Time & Golden Hour Socials					
CWEA Awards Dinner					
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting					
California Parks & Recreation Society Conference in Palm Springs, CA	2/27-3/1				
Nordic Nights Under the Lights					
District Open House	2/13, 6 - 8 p.m.				
February 13, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	Committees	
North Tahoe Event Center Status Update and Strategic Review					
Employee Service Awards - Kirk Misiewicz (5 years)					
Authorize Purchase Order to Western Nevada Supply to Order FY 25 Materials					
Authorize Purchase Order to Badger Meter to Order FY 25 Materials					
Notice of Completion for Watermain Project			X		
Authorize Multi-year Agreements with Microsoft and CentralSquare					
Accept Placer County CAP Grant for Regional Park Trail Extension					
Auhtorize Agreement with Lumos and Assoc for Regional Park Trail Extension					
Accept Independent Audit Report of the Money Purchase Pension Plan for Calendar Year 2022					
Mid-Year Budget Parameter Update					
March 2024 Dates of Interest	Date				
Toddler Time & Golden Hour Socials					
SnowFest! Kings Beach Pancake Breakfast/Parade					
Special Districts Risk Management Authority (SDRMA) Spring Education Day					
Annual Joint Sewer Facilities (JSF) D&P Committee Meeting with TCPUD Sewer & Water					
NLTPFA Meeting (pending confirmation from Placer County)					
Budget Workshop					
SDRMA Spring Education Day (Safety Day)	3/20/2024 TBD				
Nordic Nights Under the Lights					
Special District Leadership Academy Conference - La Quinta					
March 7, 2024 Special Board of Directors Meeting	5pm				
Public Hearing for Utility Rate Adjustments					
March 12, 2024 Regular Board of Directors Meeting					
Approve General Liability Insurance and Property Insurance Program for 2024/2025 (effective April 1, 2023)					
Facility Naming Policy Updates Review (tentative)					
Draft Fiscal Year 2024/25 Budget Parameters (tentative)					
Accept NTCA Grant for Secline Planning Project (tentative)					
April 2024 Dates of Interest	Date				
Form 700s are due April 1, 2024	4/1				
Toddler Time & Golden Hour Socials					
Spring Scavenger Hunt					
California Park and Recreation Society Annual Conference					
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting					
Semi-Annual Employee Meeting					

**Board of Directors
Long Range Calendar**

TVRA 2023 Operations & fees				
Special Board Meeting - Budget Workshop				
Special Board Meeting - Capital Budget Workshop				
California Trails and Greenways Conference - Evergreen Resort	4/30-5/1			
April 9, 2024 Regular Board of Directors Meeting		Finance Committee	D&P Committee	Other Committees
Sewer and Water Utility Rate Adjustment Effective July 1, 2024				
Award a Construction Contract for the Replacement of Asphalt Concrete in Various Locations			X	
Fiscal Year 2024/25 Capital Improvement Project Budget Workshop (tentative)				
Employee Service Awards - Chris Cannizzaro (35 years)				
General Manager and CFO Contract Updates (tentative)				
May 2024 Dates of Interest				
Capital Budget Workshop and Tour				
Bulk Item Collection Day - District Offices				
Summer Activity Guide release				
Disc Golf Tournament				
TVRA Boat Ramp opens				
Special Board Meeting - Budget Workshop				
ACWA Spring Conference				
May 14, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Fiscal Year 2024/25 Draft Budget Review and Workshop				
Resolution for <i>Parks Make Life Better!</i> Month in July				
Award Purchase Contract for Sodium Hypochlorite				
GM Evaluation (Closed session)				
Employee Service Awards - Cathy Becker (5 years), Misty Moqa (5 years)				
Request election services from Placer				
June 2024 Dates of Interest	Date			
NTBA Community Cleanup Day (District is a Sponsor)				
Resident KAYAK & SUP Storage Registration Opens				
Muscle & Flow Fitness Classes Start (Tuesdays all summer)				
Non-Resident KAYAK & SUP Storage Registration Opens				
Green Waste Collection Day - District Offices (District is a Sponsor)				
Tahoe Bike Challenge - All June - https://www.lovetoride.net/tahoe				
B&G Club: Wine on the Water				
NTPUD Recreation & Parks Commission and Committee Regular Joint Meeting				
Music on the Beach (every Friday at KBSRA, 6 - 8:30 p.m.) Begins				
Free Yoga at the Park w/ Tahoe Flow				
Park Fun-Run 5K Series				
Walk & Learn Tour - National Ave. Water Treatment Plant				
Gathering at the Garden - Bocce and Brunch				
Tuesday Night Pickleball Starts - Every Tuesday through 8/29				
Placer County Board of Supervisors (@NTEC)				
June 11, 2024 Regular Board of Directors Meeting		Committee	D&P Committee	Committees
Adopt Final Budget				
Approve Appropriations Limit				
Approve PO's for Budgeted Line Items/Vendors				
GM Evaluation (Closed session)				

**Board of Directors
Long Range Calendar**

July 2024 Dates of Interest	Date			
<i>Parks Make Life Better!</i> Month				
FREE Ice Cream in the Park - Thursdays				
Disc Golf Doubles Night Begins - Wednesdays (through 8/16)				
Chickadee Adult Art Series- Level 2 Begins (Tuesdays)				
Walk & Learn Tour - NTRP Well & Tank				
Free Yoga at the Park w/ Tahoe Flow				
Park Fun-Run 5K Series				
Music on the Beach (every Friday at KBSRA)				
Gathering at the Garden - Paint and Potluck				
July 9, 2024 Regular Board of Directors Meeting		Finance Committee	D&P Committee	Other Committees
Adopt Resolution for Annual Lien Action				
Adopt Resolution for Community Facilities District 94-1 Assessment				
GM Evaluation (Closed session)				
Employee Service Awards - Jesse Lochridge (20 years)				
Items with dates pending				
California Fair Political Practices Commission Ethics Training (AB 1234) by General Counsel, Joshua Nelson, Best Best & Krieger LLP (Required every two years; Due 9/12/2025)				
Interagency Agreement with Tahoe Conservancy for Fuels Management for Infrastructure Employee survey				
Anti Harrassment Training Workshop for Board (AB1661) (Required every two years; Due September 2024)				
Request election services from Placer May 2024				
Biennial Filing - Amend Conflict of Interest Code September 2024 (start process in Spring 2024)				
GM Eval (May-June); CFO Eval (Oct-Jan)				

**NORTH TAHOE BUILDING
CORPORATION MEETING
January 9, 2024**



**NORTH TAHOE
PUBLIC UTILITY DISTRICT
NORTH TAHOE BUILDING CORPORATION**

DATE: January 9, 2024

ITEM: K-3

FROM: Office of the General Manager

SUBJECT: North Tahoe Building Corporation's Meeting Minutes

RECOMMENDATION:

Approve Minutes of the North Tahoe Building Corporation 2023 Annual Meeting.

DISCUSSION:

The North Tahoe Building Corporation was established in 1987 for the specific and primary purpose of rendering financial assistance to the District, by financing, refinancing, acquiring, construction, improving, leasing, selling or otherwise conveying real or personal property to the District.

The North Tahoe Building Corporation (NTBC) meets annually for NTBC Board Organizational Matters. The North Tahoe Building Corporation is a funding mechanism which the District keeps active in the event that financing is necessary. Meeting minutes are presented and approved at the next annual meeting during which the business of the building corporation is handled.

Meeting minutes represent the official record of the NTBC's actions. Minutes are considered to be a vital and historic record of the District.

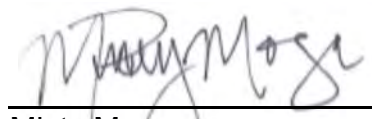
FISCAL ANALYSIS: No Fiscal Impact.

ATTACHMENTS: Draft Minutes from NTBC's January 10, 2023 Meeting


MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By:


Misty Moga
Administrative Liaison

Approved By:


Bradley A. Johnson, P.E.
General Manager/CEO

**NORTH TAHOE BUILDING CORPORATION MEETING
North Tahoe Event Center
January 10, 2023**

CALL TO ORDER/ESTABLISH QUORUM – Board members present included: Director Mourelatos, Hughes, Thompson, Daniels, and President Coolidge

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

APPROVE MINUTES OF THE JANUARY 11, 2022 MEETING OF THE NORTH TAHOE BUILDING CORPORATION

MOTION: Director Hughes moved to approve the Minutes of the January 11, 2022 meeting of the North Tahoe Building Corporation. President Coolidge seconded the motion which carried unanimously in favor by roll call vote (5-0).

ELECTION OF OFFICERS FOR 2023 - GM Johnson introduced the item.

MOTION: Director Mourelatos moved to nominate the same officers as those serving for the District in 2023 with those being President Coolidge, Vice President Daniels, and Secretary Hughes. Director Thompson seconded the motion which carried unanimously in favor by roll call vote (5-0).

ADOPT RESOLUTION 2023-01 ESTABLISHING AN INVESTMENT POLICY FOR 2023

MOTION: Director Daniels moved to adopt Resolution 2023-01 establishing an investment policy for 2023. Director Hughes seconded the motion which carried unanimously in favor by roll call vote (5-0).

BOARD OF DIRECTOR'S COMMENTS – There were no comments.

ADJOURNMENT AND RECONVENE AS NTPUD BOARD OF DIRECTORS at 5:04 p.m.



**NORTH TAHOE
PUBLIC UTILITY DISTRICT
NORTH TAHOE BUILDING CORPORATION**

DATE: January 9, 2024

ITEM: K-4

FROM: Office of the General Manager

SUBJECT: Election of Officers of the North Tahoe Building Corporation for 2024

RECOMMENDATION:

Elect Officers of the North Tahoe Building Corporation for 2024.

DISCUSSION:

The North Tahoe Building Corporation was established in 1987 for the specific and primary purpose of rendering financial assistance to the District by financing, refinancing, acquiring, construction, improving, leasing, selling, or otherwise conveying real or personal property to the District. The North Tahoe Building Corporation is a funding mechanism that the District keeps active in the event that financing is necessary.

Officers for the NTBC are elected annually and have historically reflected the officers elected for the District. The District Officers for 2024 are:

President – Director Coolidge
Vice President – Director Daniels
Secretary – Director Hughes

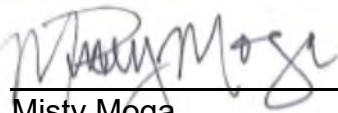
FISCAL ANALYSIS: No Fiscal Impact.

ATTACHMENTS: None


MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By: _____


Misty Moga
Administrative Liaison

Approved By: _____


Bradley A. Johnson, P.E.
General Manager/CEO



**NORTH TAHOE
PUBLIC UTILITY DISTRICT
NORTH TAHOE BUILDING CORPORATION**

DATE: January 9, 2024

ITEM: K-5

FROM: Accounting Department

SUBJECT: Adopt Resolution 2024-01 Establishing an Investment Policy for 2024

RECOMMENDATION:

Adopt Resolution 2024-01, A Resolution of the Board of Directors of the North Tahoe Building Corporation (NTBC) Establishing an Investment Policy for 2024

DISCUSSION:

The North Tahoe Building Corporation was established in 1987 for the specific and primary purpose of rendering financial assistance to the district, by financing, refinancing, acquiring, construction, improving, leasing, selling or otherwise conveying real or personal property to the District.

The State of California requires the North Tahoe Building Corporation establish a policy for investment of funds of the NTBC and that the investment policy be written and reviewed annually by the building corporation. This policy is used to direct the Treasurer in investing NTBC funds, if any. The District uses a combination of Financial Institution Certificates of Deposit insured by the FDIC, Asset Backed Securities, Mutual Funds, Government securities as well as the California's Local Agency Investment Fund (LAIF) and California Cooperative Liquid Assets Securities System (CA CLASS).

FISCAL ANALYSIS: No investments are currently held.

ATTACHMENTS: NTBC Resolution 2024-01

MOTION: Approve Staff Recommendation.

REVIEW TRACKING:

Submitted By:

Vanetta N. Van Cleave
Chief Financial Officer

Approved By:

Bradley A. Johnson, P.E.
General Manager/CEO

RESOLUTION 2024-01
A RESOLUTION OF THE BOARD OF DIRECTORS OF THE NORTH TAHOE BUILDING CORPORATION ESTABLISHING AN INVESTMENT POLICY FOR 2024

WHEREAS, the State of California requires the North Tahoe Building Corporation to establish a policy for investment of funds of the Corporation; and

WHEREAS, the State of California requires that the investment policy be written and reviewed annually by the Corporation.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF DIRECTORS OF THE NORTH TAHOE BUILDING CORPORATION declares the following:

1. That the investment policy stipulates the North Tahoe Building Corporation is to obtain maximum interest return, without arbitrage, with total safety of principal based on available cash as dictated by Corporation cash flow requirements; and
2. That the investment activity of the North Tahoe Building Corporation shall be within the following approved instruments:

Investment Agreement with FSA Capital Management Services LLC
Local Agency Investment Fund (State of California)
California Cooperative Liquid Assets Securities System (CA CLASS)
Placer County Treasurer's Investment Fund
Financial Institution Certificates of Deposit
U.S. Treasury Bills
Instruments Guaranteed by the United States Government
Money Market Accounts Invested in United States Governmental Securities

PASSED AND ADOPTED BY THE BOARD OF DIRECTORS OF THE NORTH TAHOE BUILDING CORPORATION THIS 9TH DAY OF JANUARY 2024, BY THE FOLLOWING ROLL CALL VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

Sarah Coolidge, President
Board of Directors

ATTEST:

Bradley A. Johnson, P.E.
General Manager/CEO